



Jaspen Realty LLC  
4330 N Post Rd  
Lawrence, IN 46226  
[realty@jaspengroup.com](mailto:realty@jaspengroup.com)

### MISSION

The Kiskeya Cultural Complex is dedicated to the preservation and celebration of Afro-Caribbean culture. We strive to shape and inspire future leaders by leveraging the arts and business as a powerful medium for dynamic and inclusive growth, education, and empowerment.

### VISION

The Kiskeya Cultural Complex aims to be a vibrant and dynamic hub in Lawrence Indiana for the Afro-Caribbean community where individuals and their families can thrive, collaborate, and celebrate their rich heritage



SUSTAINABILITY	INNOVATION	COMMUNITY ENGAGEMENT	INCLUSIVITY	EXCELLENCE
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**SPECIAL EXEPTION PETITION**



**FILING CHECKLIST FOR VARIANCE PETITION**

*Please read carefully*

Your Variance Packet must be filed electronically via [permits@cityoflawrence.org](mailto:permits@cityoflawrence.org) or in person with the Board Secretary, located at: Lawrence Government Center, 9001 E 59<sup>th</sup> St., Ste 205, Lawrence, IN 46216.

Filing fees must be paid to receive a docket number. Any additional fees must be paid prior to the initial hearing.

The initial packet must be filed thirty-five (35) days prior to the hearing date and include the following:

**Your initial packet must include the following:**

- a. Petition
- b. Findings of Fact
- c. Zoning Base Map (obtained thru Board Secretary) with subject property prominently marked
- d. Consent Form (if applicable)
- e. Set of Structural plans, including floor plans and elevations (if applicable)
- f. Site Plan (with landscaping, if applicable)
- g. Plot Plan

- Must be drawn to a scale of 1"=30', 1"=20', 1"=10'. Indicate scale on plans.

Plot Plan must include:

- The North arrow
- Address of the site
- All dimensions of the entire site
- Names, centerline and right-of-way widths of all street, alleys and easements (including: drainage easements, utility easements, etc)
- Location and horizontal dimensions of all structures, existing and proposed. Proposed structures indicated by cross-hatching. e.g. ////
- Use of each structure by labeling. (such as: residence, garage, existing shed, etc)
- Structures to be removed indicated by broken lines. e.g. - - - -
- Distance from front, rear and each side of property line to all structures. (This distance is measured from the point where the structure is nearest the property line.)
- Location of proposed or existing driveway and its width at the right-of-way (property) line. (Also show connection to street and alley.)
- Measurement of curb radius and/or taper.
- Locations, dimensions and use of any other paved areas.
- The name of legal ditches or streams on or adjacent to the site.
- Location, type (i.e. ground, pole, projected, wall or other) and dimensions of all signs. Include separate, elevation of proposed sign structures complete with all dimensions and drawn to scale.
- Location, size and type of all existing and proposed trees and landscaping.

**Legal Notice:**

- a. The Legal Notice of Public Hearing must be mailed to neighboring property owners and the Lawrence Council Members (available from Board Secretary) at least ten (10) days prior to the hearing.
- b. A copy of the Legal Notice of Public Hearing must also be posted on the property of which the Variance is being applied for.

Once Legal Notice has been mailed to neighboring property owners the following documents will need to be submitted to the Board Secretary no less than three (3) days prior to the hearing:

- c. Affidavit of Legal Notice of Public Hearing
- d. List of neighbors and Council members notified



LAWRENCE BOARD OF ZONING APPEALS
OF MARION COUNTY, INDIANA
PETITION FOR VARIANCE

DOCKET #: \_\_\_\_\_

ADDRESS OF PREMISES AFFECTED: \_\_\_\_\_
STREET ADDRESS CITY STATE ZIP

NAME OF PETITIONER(S): \_\_\_\_\_ PHONE: \_\_\_\_\_

PETITIONER(S) E-MAIL: \_\_\_\_\_

PETITIONER(S) ADDRESS: \_\_\_\_\_
STREET ADDRESS CITY STATE ZIP

AGENT: \_\_\_\_\_ PHONE: \_\_\_\_\_

AGENT E-MAIL: \_\_\_\_\_

AGENT ADDRESS: \_\_\_\_\_
STREET ADDRESS CITY STATE ZIP

NAME OF OWNER(S): \_\_\_\_\_ PHONE: \_\_\_\_\_
IF DIFFERENT FROM PETITIONER(S)

OWNER(S) E-MAIL: \_\_\_\_\_

OWNER(S) ADDRESS: \_\_\_\_\_
STREET ADDRESS CITY STATE ZIP

IS/ARE THE PETITIONER(S) THE OWNER(S) OF ONE HUNDRED PERCENT (100%) OF THE ARE INVOLVED IN THE PETITION?
YES NO

LEGAL DESCRIPTION (CHECK ONE):
COMPLETE METES & BOUNDS WITH LEGAL DESCRIPTION ATTACHED
PLATTED SITE WITHIN A RECORDED SUBDIVISION WITH COPY OF PLAT MAP ATTACHED
SUBDIVISION NAME: \_\_\_\_\_ SECTION: \_\_\_\_\_
LOT NUMBER(S): \_\_\_\_\_

IS THIS PROPERTY THE SUBJECT OF ANY CODE ENFORCEMENT ACTION? YES NO

WAS THIS PROPERTY THE SUBJECT OF ANY PREVIOUS PETITION(S)? YES NO

IF YES, LIST THE DOCKET NUMBER(S): \_\_\_\_\_

CURRENT ZONING: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_ ACREAGE: \_\_\_\_\_

EXISTING USE OF THE SUBJECT PREMISES: \_\_\_\_\_

THE VARIANCE REQUEST IS FOR A VARIANCE OF:
USE DEVELOPMENT STANDARDS
USE AND DEVELOPMENT STANDARDS SPECIAL EXCEPTION
ReZoning

PROVIDE A DETAILED DESCRIPTION OF THE PROPOSED USE: STATE THE SPECIFIC ORDINANCE(S), STANDARDS(S), AND/OR REGULATION(S) SOUGHT TO BE MODIFIED (ATTACH ADDITIONAL PAGES, IF NECESSARY).
The subject site is zoned SU-1 (Religious Use District). Petitioner is requesting a Special Exception of the Commercial Zoning Ordinance from SU-1(Table 742-101-1: Primary Zoning Districts, Special Use (SU) Districts) to MU-2 (Table 742-101-1: Primary Zoning Districts, Mixed Used Districts). The Petitioner proposed Mixed-Use (MU-2) Special Exception allows for a complementary Community-Centric Business Model Social Enterprise. The Special Exception is intended to meet the daily needs for the surrounding neighborhoods, and include, small social spaces that serve as neighborhood gathering places.



THE ABOVE INFORMATION, TO MY KNOWLEDGE AND BELIEF, IS TRUE AND CORRECT.

*[Signature]*  
SIGNATURE(S) OF PETITIONER(S) OR AGENT

*[Signature]*  
SIGNATURE(S) OF OWNER(S) IF DIFFERENT THAN PETITIONER

STATE OF INDIANA, COUNTY OF MARION, SS:

SUBSCRIBED AND SWORN TO BEFORE ME THIS 12 DAY OF June, 2024

NOTARY PUBLIC Matthew Scott Jones

PRINTED NAME Matthew Scott Jones

MY COMMISSION EXPIRES 1/17/2031

COUNTY OF RESIDENCE Marion

MATTHEW SCOTT JONES  
NOTARY PUBLIC  
SEAL  
STATE OF INDIANA  
Commission Number NP0746138  
My Commission Expires 01/17/2031





City of  
**Lawrence**  
Indiana

PETITION NO.: \_\_\_\_\_

LAWRENCE BOARD OF ZONING APPEALS  
OF MARION COUNTY, INDIANA

CONSENT FORM

The undersigned, Pamela Sue Leeper, being the owner(s) of the property commonly known as The Reset Center, hereby authorize(s) Jasper Realty to file land development petitions necessary for the aforementioned address.

This consent shall:

remain in effect until revoked by a written statement filed with the Lawrence Board of Zoning Appeals.

OR

remain in effect until \_\_\_\_\_, 20\_\_\_\_.

Pamela Sue Leeper  
Property Owner

\_\_\_\_\_  
Property Owner

Date: 6/12/2024

Date: \_\_\_\_\_

STATE OF INDIANA )  
COUNTY OF Marion ) SS:

Before me, a Notary Public in and for said County and State, appeared the Property Owner(s) herein, who acknowledged the execution of the foregoing as his/her/their voluntary act and deed for the uses and purposes expressed therein.

Witness my hand and notarial seal this 12 day of June, 2024.

My commission expires:

1/17/2031

Matthew Scott Jones  
NOTARY PUBLIC

Marion  
County of Residence:

Matthew Scott Jones  
Printed Name

MATTHEW SCOTT JONES  
NOTARY PUBLIC  
SEAL  
STATE OF INDIANA  
Commission Number NP0746138  
My Commission Expires 01/17/2031

## LAWRENCE BOARD OF ZONING APPEALS OF MARION COUNTY, INDIANA

### PREPARING YOUR FINDINGS OF FACT

It is important to prepare your Findings of Fact properly. If your petition is granted, the Findings of Fact are adopted by the Lawrence Board of Zoning Appeals as the basis for granting the petition. If the petition granted is judicially reviewed by a court of law, these findings would be the primary evidence in the court's review. Therefore, the following suggestions are offered to assist you in your preparation:

Read each statement carefully before completing the finding. What you write after the word "because" in each of the findings must support the statement that introduces the finding.

Be sure that you understand the statements in the Findings of Fact. For example, if you do not know what the comprehensive plan recommendation is, do not try to complete the finding regarding the comprehensive plan until you learn what it is.

Do not use personal matters as reasons for findings. The findings must relate to the property, not to a person.

Check your spelling.

Use correct grammar. When in doubt, please get assistance.

Do not use pronouns (I, he, she, we or the possessives my, his, her, our) to describe yourself or the petitioner, i.e., the person or entity seeking the variance. Simply repeat the word "petitioner" or "petitioner's".

You may want to consider obtaining professional assistance if you are uncertain about how to proceed.



**CITY OF LAWRENCE  
BOARD OF ZONING APPEALS  
OF MARION COUNTY, INDIANA**

**PETITION FOR SPECIAL EXCEPTION  
FINDINGS OF FACT**

1. The proposed use meets the definition of that use because

Yes. The Petitioner proposed Special Exception for Mixed-Use (MU-2) district permits a complementary Community-Centric Business Model Social Enterprise. The Special Exception is intended to meet the daily needs for the surrounding neighborhoods, and include, small social spaces that serve as neighborhood gathering places. The trend towards community-centered business models and the need for versatile event spaces for both personal and professional gatherings are on the rise. The Petitioner recognizes the growing interests and demands for cultural experiences that celebrate heritage and diversity, particularly in the surrounding area. The proposed use will also allow the Petitioner to engage the community post-pandemic. The building will serve as a hub for workshops, classes, and community meetings, aimed at nurturing local talents and strengthening community bonds.

2. The proposed use will not injure or adversely affect the adjacent area or property values in that area because

No. The Petitioner proposed MU-2 special exception building use will not adversely affect or injure the adjacent area. The result of the proposed changes should be beneficial to the adjacent area and property values.

3. The grant will not materially and substantially interfere with the lawful use and enjoyment of adjoining properties because

No. One of the conditions of the Petitioner's purchasing of the land is to ensure that the property is well-maintained, and all lawful use and enjoyment of adjoining properties are respected in accordance with the City of Lawrence chapter 2 code enforcement for noise.

4. The proposed use will be compatible with the character of the district, land use authorized therein and the Comprehensive Plan for Marion County because

Yes. The Petitioner proposed special exception mixed-use zoning request (MU-2) is consistent with the character of the area and the comprehensive plan for Marion county. Marion County plans to provide an "area for compact, walkable, mixed-use development along key community corridors and to support high quality development and site flexibility" – i.e., state-of-the-art event spaces, modern office facilities, community rooms, enhanced amenities, and green spaces designed to foster collaboration, creativity, and connection. (TABLE 742.105.01)

5. The proposed use conforms to the development standards applicable to the zoning district in which it is located because

Yes. The Petitioner proposed addition of the special mixed-use exception (MU-2) conforms to the development standards, given the placement of the building and the relationship of the surrounding area; including parking, landscaping, and pedestrian spaces to essentially create the pedestrian-friendly environment envisioned for the Kiskeya Cultural Complex.



6. The proposed use conforms to all provisions of the Zoning Ordinance development standards applicable to the zoning district in which it is located because

Yes. The Petitioner proposed use conforms to all provisions of the zoning ordinance development standards applicable to the zoning district (SU-1) in which it is located. The surrounding area consists of primarily community-serving businesses and institutions. These community-oriented enterprises typically do not draw customers from beyond the adjacent neighborhoods and they complement the compact, walkable development patterns.

7. The proposed use conforms to all of the use specific standards for that use, including and Special Exception standards for that use because

Yes. The Petitioner proposed mix-used special exception allows for a more widespread integration of uses for the land and the development of an increasingly cohesive and vibrant surrounding area that meets the daily needs of the neighborhood.

### DECISION

**IT IS THEREFORE the decision of this body that this SPECIAL EXCEPTION petition is APPROVED.**

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Board Chairman

\_\_\_\_\_  
Vice-Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



**PROCEDURES FOR FILLING OUT THE  
LEGAL NOTICE OF PUBLIC HEARING  
AND THE  
AFFIDAVIT OF PUBLIC HEARING**

As a petitioner seeking a variance, you must notify other interested parties and property owners. Your responsibilities and the procedures you must follow are set out in the Rules of Procedure of the Lawrence Board of Zoning Appeals. The procedures for notice are summarized below:

1. *The Petitioner* must prepare the LEGAL NOTICE OF PUBLIC HEARING for mailing. The notice must be sent by registered, certified or first-class mail at least ten (10) days before the date of hearing. The notice must be mailed to the owners of all adjacent parcels of land surrounding the subject property to a depth of two (2) property ownerships, but not exceeding 660 feet from the subject property. You can obtain all information on ownership of surrounding property from the Board of Zoning Appeals Secretary, 9001 E 59<sup>th</sup> St, Suite 205, (317-545-5566).
2. The LEGAL NOTICE OF PUBLIC HEARING must also be sent to appropriate neighborhood organizations. This information can be obtained from the Board of Zoning Appeals Secretary, 9001 E 59<sup>th</sup> St, Suite 205, (317-545-5566).
3. The LEGAL NOTICE OF PUBLIC HEARING must also be sent to all members of the Lawrence Common Council as well as the At-Large members of the Lawrence Common Council. This information can be obtained from the Board of Zoning Appeals Secretary, 9001 E 59<sup>th</sup> St, Suite 205, (317-545-5566).
4. A copy of the LEGAL NOTICE OF PUBLIC HEARING must be posted in a conspicuous place on the subject property at least ten (10) days before the hearing and remain there until final hearing of the petition.
5. The AFFIDAVIT OF NOTICE OF PUBLIC HEARING must be notarized and then filed in the office of the Lawrence Board of Zoning Appeals along with a copy of the LEGAL NOTICE OF PUBLIC HEARING within three (3) business days after mailing of the notices. These documents may be filed in person or mailed to the Lawrence Board of Zoning Appeals, Attn.: Board Secretary, 9001 E. 59<sup>TH</sup> Street, Suite 205, Lawrence, Indiana 46216. The affidavit must include the names and addresses of all property owners, neighborhood organizations and Lawrence City Councilors to whom the notice was sent.

**NOTE: IF YOU FAIL TO FOLLOW THESE DIRECTIONS,  
THE SCHEDULED HEARING MAY BE POSTPONED.**

**LEGAL NOTICE OF PUBLIC HEARING**

**LAWRENCE BOARD OF ZONING APPEALS  
OF MARION COUNTY, INDIANA**

Notice is hereby given that the undersigned has filed a petition with the Lawrence Board of Zoning Appeals of Marion County, Indiana, requesting the following:

\_\_\_\_\_  
Docket Number

\_\_\_\_\_  
Address of subject property

**REQUEST:**

**LEGAL DESCRIPTION:**

This petition and all exhibits and plans filed therewith may be examined in the Board's office at the Lawrence Government Center, 9001 East 59<sup>th</sup> Street, Ste #205, between the hours of 10:00 a.m. and 4:00 p.m., Monday through Friday. Written objections to the petition may be filed with the Secretary to the Lawrence Board of Zoning Appeals before the hearing at the above address and such objections will be considered.

Contacting members of the Lawrence Board of Zoning Appeals regarding a pending petition is prohibited.

A public hearing will be held at the Lawrence Government Center, 9001 E. 59<sup>th</sup> Street on **Tuesday, \_\_\_\_\_, at 6:00 p.m.** All interested persons will be given an opportunity to be heard in reference to the matters set out in said petition. The hearing may be continued from time to time as may be found necessary. This notice is sent to you as an owner of property adjacent to the property included in said petition, pursuant to the applicable Rules of Procedure.

**PETITIONER**

**DEVELOPER**  
(if different from Petitioner)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

**AFFIDAVIT OF NOTICE OF PUBLIC HEARING**

**LAWRENCE BOARD OF ZONING APPEALS  
OF MARION COUNTY, INDIANA**

I/We \_\_\_\_\_ do hereby certify that the Legal Notice of Public Hearing to consider Docket No. \_\_\_\_\_ was sent by certified, registered or first-class mail to the last known address of each of the following persons, they being all persons to whom notice was required to be sent by the rules, regulations and order of the Lawrence Board of Zoning Appeals of Marion County, Indiana:

OWNER'S NAME

ADDRESS

(list attached)

Said notices were mailed by certified, registered or first-class mail on the \_\_\_\_\_, being at least ten (10) days prior to the scheduled public hearing, and that receipts for said certified or registered mailings are attached hereto.

I/We further certify that the notice required by said rules, regulations and order to be posted in a conspicuous place on the property described in Petitioner's petition was posted on the property on the \_\_\_\_\_, being at least ten (10) days prior to the scheduled hearing.

\_\_\_\_\_  
Petitioner, Attorney or Authorized Agent

STATE OF INDIANA    )  
                                  ) SS:  
COUNTY OF MARION    )

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

County of residence:

\_\_\_\_\_ Printed Name

# **NOTICE**

## **City of Lawrence Board of Zoning Appeals**

**Date of Hearing:**

**Location of Hearing:  
Lawrence Gov't Center  
9001 E 59<sup>th</sup> St  
Assembly Room  
Time: 6:00 pm**

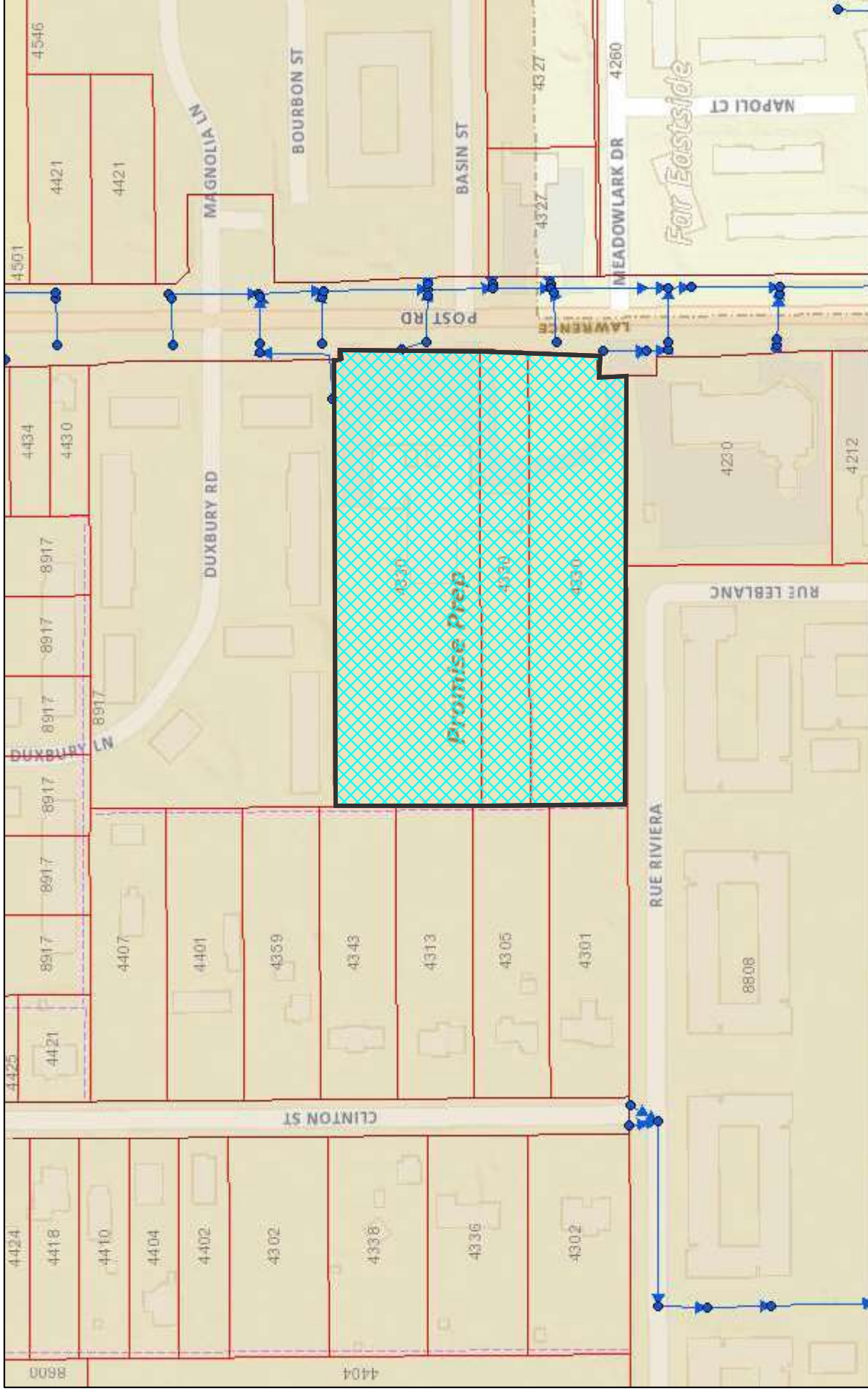
**Petition Number:**

**Petitioner:**

**Petition Address:**

**Request for Petition:**

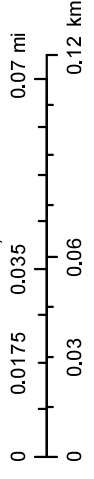
# KISKEYA - SURROUNDING SITE MAP



6/11/2024

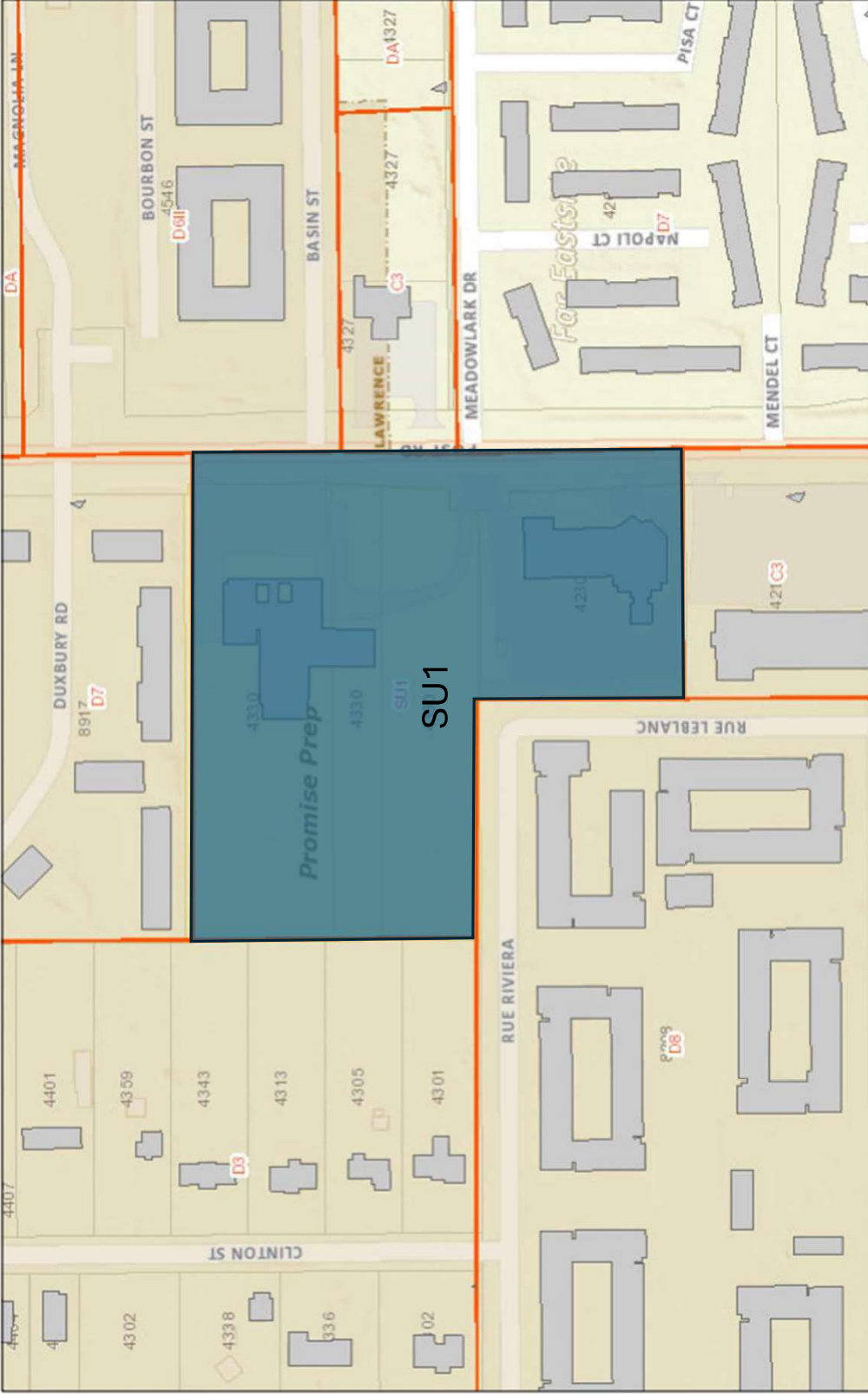
- Storm Manholes
- Parcel
- ➔ Storm Sewers
- Easement
- Right of Way

1:2,257



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand),

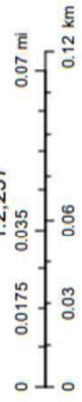
# ZONING DISTRICT



6/8/2024

- Buildings
- Zoning

1:2,257



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand).

## 4330 N Post Rd, Lawrence IN 46226



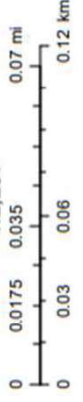
# PARCELS



6/8/2024

- Buildings
- Parcel

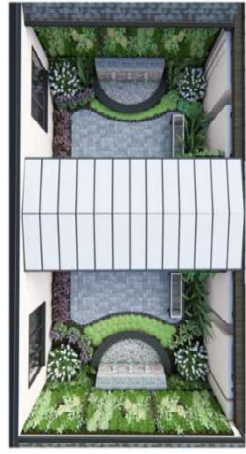
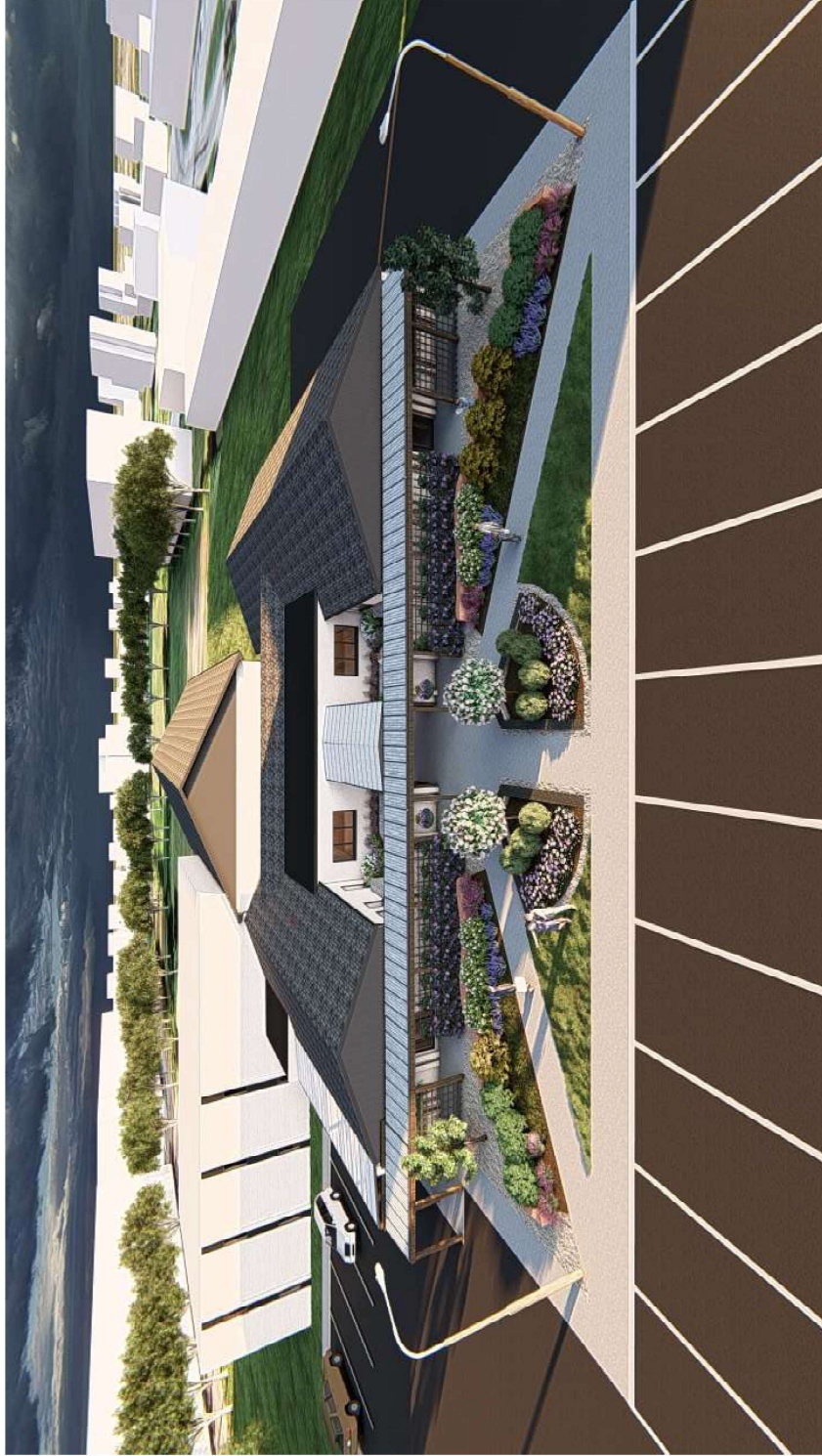
1:2,257



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand)

## 4330 N Post Rd, Lawrence IN 46226

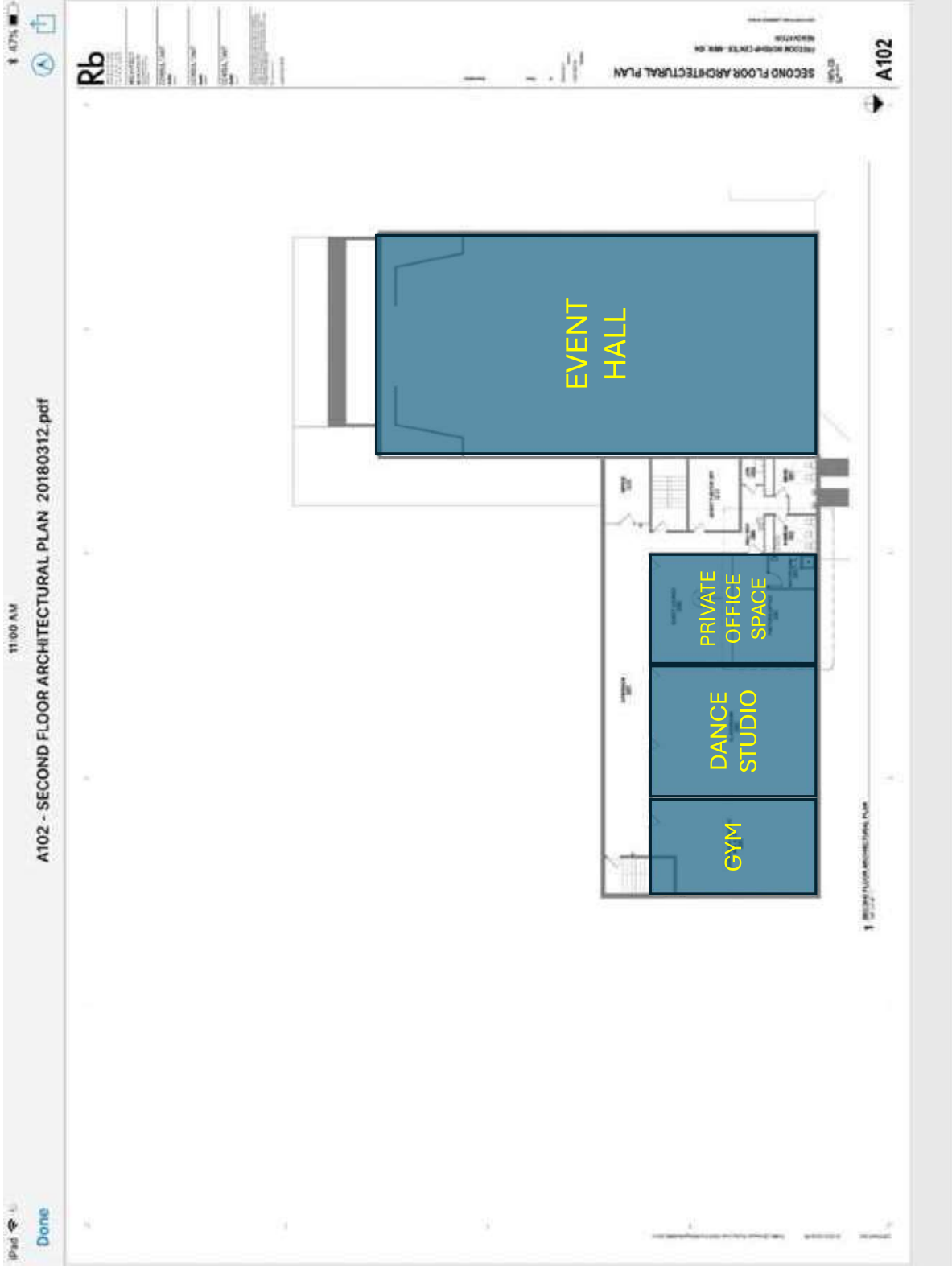
# RENDERING - VISION FOR THE FUTURE FACADE



# 1ST FLOOR MAP - PARTITIONING AND FUTURE USES



# 2ND FLOOR MAP - PARTION ANF FUTURE USES



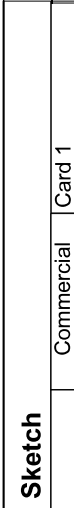




Report Created on 6/11/2024 4:25:20 PM

**Roof Type**  
 BUILT-UP  
**Walls**  
 Frame or equal   
 Brick or equal   
 Metal or equal   
 Open   
**Framing**  
 Wood Joist   
 Fire Resistant   
 Fireproof Steel   
 Reinf. Concrete   
**Flooring**  
 Hardwood   
 Parquet   
 Carpet   
 Unfinished   
 Other   
**Finish Type**  
 Unfinished   
 Semifinished   
 Finished Open   
 Finished Divided   
**Heating & Air Conditioning**  
 No Heating   
 Central Warm Air   
 Hot Water or Steam   
 Unit Heating   
 Central Air   
 Package or Unit Air   
 Sprinkler   
**Plumbing**  
 Full Baths   
 Half Baths   
 Extra fixtures   
**Other Fixtures**  
 Wash Fountains   
 Circular 36"   
 Circular 54"   
 Semi-circular 36"   
 Semi-circular 54"   
**Industrial Gang Sinks**  
 4' long, 4 man   
 8' long 8 man   
**Shower-Column**  
 Circular, 5 per   
 Semi-circular, 3 per   
**Shower Multi-Stall**  
 Circular, 5 per   
 Semi-circular, 3 per   
 Corner, 2 per   
**#Fixtures**  
 Gang Shower Heads  
 Drinking Fountains  
 Refrigerated Water Coolers  
 ....with Hot & Cold Water  
 Emergency Shower  
 Eye Wash

**Parcel Number** 4011466  
**Commercial** Card 1



**Use** Pricing Key  
**S.F. Area** 2745  
**Effective Perimeter L/F** 770  
**P.A.R** 4  
**Average Size / Units** 2339 / 1  
**Section Level** HT. RATE HT. RATE HT. RATE HT. RATE

**Use** M:General  
**M:General** GCM  
**M:General** GCM  
**M:Theater -** GCM

Use	HT.	Const Type	Grd	Year Const	Eftv Year	Effv Year	Cnd	Base Rate	Feat	Adj Rate	No. Un.	Size or Area	LCM	Rpic Cost	Dep Obs	REM Val % Cmp	Trend Factor	True Tax Value	Var. Adj. / Sound Val.	
Building	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Paving -Asph	0	0Average	B	1961	1961	G	G	2.57	0	2.57	1	40000	1.00	102800	80/	890340 / 20560	100 / 108	961600 / 22200	407900	
SUMMARY OF SPECIAL FEATURES / EXTERIOR FEATURES																				
Porch-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Canopy-	0	0Average	B	1961	1961	G	G	28.06	1	28.06	1	2104	1.00	59032	/	83.33 / 1	8000 / 59032	8000	983760 / 983760	
SUMMARY OF IMPROVEMENTS																				
TOTAL BASE 214110 244690 631350 550980																				
Grade Factor 1.20 1.20 1.20 1.20																				
Location Multiplier 1.00 1.00 1.00 1.00																				
Reproduction Cost 256930 293630 757620 661180																				
Phys Dep/Yr Blt /Cond 66 / 1961 / G 66 / 1961 / G 66 / 1961 / G 80 / 1961 / G																				
Obsolescence 0 0 0 0																				
Remainder Value 87360 99830 257590 132240																				





SKETCH/AREA TABLE ADDENDUM

Parcel Number

4011466

Year 2023

Card 1

Property Address

4330 N POST RD

SKETCH/AREA TABLE ADDENDUM

AREA CALCULATIONS SUMMARY

Name	Description	Size (Sqft)
	Total Sqft.	

