# HISTORIC DISTRICT BOARD OF REVIEW

**Minutes March 24, 2025**

**The Madison City Historic District Board of Review held the regularly scheduled meeting on Monday, March 24, 2025, at 5:30 p.m. at 101 W. Main Street. Mike Pittman presided over the meeting with the following members present: Ken McWilliams, William Jewell, Jared Anderson, Ryan Rodgers, and Jed Skillman. Also present was Brenna Haley – Historic Preservationist and Bryan Shaw – Building Inspector. Happy Smith was absent.**

M. Pittman gave an overview of what to expect for those who have never been to a Historic District Board of Review meeting. Once the application is announced the applicant or representative will come up to the microphone to answer any questions. B. Haley will present the particulars on the project. The board will then go through a list of items to see if they meet the guidelines. M. Pittman added that at the end of each application, the board will vote.

**02/24/2025 Minutes:**

M. Pittman asked if everyone had a chance to read the minutes for the meeting on February 24, 2025,and had any corrections or additions.

K. McWilliams moved to approve the minutes. Seconded by W. Jewell.

**Roll Call:**

H. Smith Absent

M. Pittman Approved

K. McWilliams Approved

W. Jewell Approved

J. Skillman Approved

R. Rodgers Approved

J. Anderson Approved

***Minutes stand approved.***

**Applications:**

1. Tom Pritchard – C. of A. to install a 14’x32’ pre-built shed in backyard for use as a woodworking shop, and to build a 20’x20’ two-car garage on the west side of the home.

Location: 822 ½ W. Third St. Zoned: Medium Density Residential (R-8)

Applicant failed to appear.

M. Pittman asked for a motion to table the application. K. McWilliams made the following motion, “I move that the Madison Historic District Board of Review table the application for 822 ½ W. Third St. until next month’s meeting.”

Seconded by W. Jewell.

**Roll Call:**

M. Pittman Approved

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

**Page 2**

**Historic District Board of Review**

**March 24, 2025**

R. Rodgers Approved

J. Anderson Approved

***The motion to table application was approved.***

1. Donald Ball – C. of A. to construct a new building with a CMU flood-resistant garage on the first floor and prefabricated, foldable 20’x40’ residential units on the second and third floors, with rear decks and stairs from the ground level.

Location: 709 Elm St. Zoned: Historic District Residential (HDR)

B. Haley explained that the application had requested to table the application until they got approval from DNR.

M. Pittman asked for a motion to table the application. K. McWilliams made the following motion, “I move that the Madison Historic District Board of Review table the application for 709 Elm St. until next month’s meeting.”

Seconded by W. Jewell.

**Roll Call:**

M. Pittman Approved

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Approved

J. Anderson Approved

***The motion to table the application was approved.***

1. Janeen Wise – C. of A. to build a two-story addition with a garage and bedroom/utility room.

Location: 1014 W. First St. Zoned: Historic District Residential (HDR)

David and Janeen Wise were present.

B. Haley explained that, because the applicant did not have signs displayed before the meeting, the application would have to be tabled.

M. Pittman asked for a motion. J. Skillman made the following motion, “I move that the Madison District Board of Review table the application for 1014 W. First St. until next month’s meeting.”

Seconded by K. McWilliams.

***The motion to approve the Certificate of Appropriateness was approved. A Certificate will be issued for the entire project.***

**Page 3**

**Historic District Board of Review**

**March 24, 2025**

1. Karen Modisett – C. of A. demolish rear deck and clear area.

Location: 745 W. Main St. Zoned: Specialty District (SD)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Karen Modisett was present.

K. Modisett said the deck was not made correctly in the first place. The original deck was nice, but the replacement was done poorly.

K. McWilliams asked if she planned to keep the area open for now. K. Modisett said she believes something has died underneath it, so she plans to clear the area to find that, and to evaluate the structure of the house behind the deck.

M. Pittman asked for public comment.

**Certificate of Appropriateness Findings of Fact Worksheet**

|  |  |  |
| --- | --- | --- |
| **Building Element** | **Guideline**  **Page #** | **Discussion** |
| 14.0 Porches | p. 68-70 | *Madison Historic District Design Guidelines –* 14.0 Porches p. 68-70  *W. Jewell* – I think you meet the guidelines.  *K. McWilliams* – I agree.  *J. Skillman* – I agree.  *R. Rodgers* – I agree.  *J. Anderson* – I agree.  *M. Pittman* – I agree. |

M. Pittman asked for a motion. K. McWilliams made the following motion, “Based on the preceding findings of fact, I move that the Madison Historic District Board of Review grant a Certificate of Appropriateness Karen Modisett at 745 W. Main St. to demolish her rear deck.”

Seconded J. Anderson.

***The motion to approve the Certificate of Appropriateness was approved. A Certificate will be issued for the entire project.***

1. Robin Mingione – C. of A. to build a garage on the vacant lot adjacent to the house, and replace and enclose rear second and third floor decks together.

Location: 1030 Park Ave. Zoned: Historic District Residential (HDR)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Robin Mingione was present.

R. Mingione explained that they have been working with Peter Ellis on drawings and structural design, and those are still a work in progress. After reviewing the images provided, M. Pittman said that the board would need some more definitive plans for where things will be sitting. R. Mingione said that everything would be within the setback requirements, and verbally explained the dimensions and locations of the garage and the addition. K. McWilliams stated that there was not enough information for the board to make an informed decision.

M. Pittman agreed that there was not enough information to make a decision and asked if the applicant would agree to table the application to next month’s meeting. R. Mingione agreed.

M. Pittman asked for a motion. W. Jewell made the following motion, “Based on the preceding findings of fact, I move that the Madison Historic District Board of Review grant a Certificate of Appropriateness to the Royer Corporation for the new building addition at 805 East St.”

**Page 4**

**Historic District Board of Review**

**March 24, 2025**

Seconded by J. Anderson.

***The motion to approve the Certificate of Appropriateness was approved. A Certificate will be issued for the entire project.***

**New/Old Business:**

K. McWilliams asked if there could be changes made to the siding approvals process that inserts a stopgap to allow for the assessment of the original siding underneath. B. Haley explained that he could write an amendment proposal to the Rules and Procedures for presentation to the board. He also expressed interest in requiring manufacturing information for windows (model numbers, samples, guarantees, etc.). B. Haley told him to include that in a second amendment proposal.

**Staff Report:**

February 2025 Fast-Track Applications

|  |  |  |
| --- | --- | --- |
| Applicant | Address | COA |
| Karen Modisett | 745 W Main St | sidewalk |
| Angela Howett | 313 E First St | sign |
| Elizabeth Auxier | 135 E Main St | window |
| Robin Mingione | 1030 Park Ave | doors, front steps |

February 2024 COA Review

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant | Address | COA | Completion Status |
| Butters, Bruce | 309 Jefferson St | sign | **Yes** |
| Staicer, Judy | 518 E Second St | door | Yes |
| Ohlendorf, Bill & Susan | 407 W Second St | garage | Yes |
| Norma Jean Kinyon | 416 W Third St | storm door | Yes |
| James Davis | 780 Gerry Ln | siding; windows | Yes |
| Shari Pahls | 209 E First St | siding | Yes |
| Matthew Binzer | 1213 W Main St | fence | Yes |

K. McWilliams made a motion to adjourn the meeting – seconded by J. Skillman.

**Page 5**

**Historic District Board of Review**

**March 24, 2025**

Meeting adjourned at 6:30 p.m.

**BY ORDER OF THE MADISON CITY HISTORIC DISTRICT BOARD OF REVIEW**

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William Jewell, Chairman Brenna Haley, Historic Preservationist