# HISTORIC DISTRICT BOARD OF REVIEW

**Minutes August 25, 2025**

**The Madison City Historic District Board of Review held the regularly scheduled meeting on Monday, June 23, 2025, at 5:30 p.m. at 101 W. Main Street. William Jewell presided over the meeting with the following members present: Ken McWilliams, Ryan Rodgers, Chris Cody, and Jed Skillman. Also present was Brenna Haley – Historic Preservationist. Happy Smith and Jared Anderson were absent.**

W. Jewell 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. W. Jewell added that at the end of each application, the board will vote.

**06/23/2025 Minutes:**

W. Jewell asked if everyone had a chance to read the minutes for the meeting on July 28, 2025,and had any corrections or additions.

K. McWilliams moved to approve the minutes. Seconded by R. Rodgers.

**Roll Call:**

K. McWilliams Approved

W. Jewell Approved

J. Skillman Approved

R. Rodgers Approved

C. Cody Approved

***Minutes stand approved.***

**Applications:**

1. Tom McPherson – C. of A. to remove the rear addition and replace with a 8’x16’ deck, extend the front porch across entire building front with steps on the side, extend roof to cover the deck, add French doors on side and back of building, and enlarge the front window.

Location: 123 Jefferson St. Zoned: Central Business District (CBD)

B. Haley explained that the applicants requested to table to application until after the next BZA meeting to discuss the apartments, as there were concerns that the proposed riverfront apartments would affect the view that would be attained with the additions proposed.

W. Jewell asked for a motion to table the application. K. McWilliams made the following motion, “I move we table the project at 123 Jefferson until the next meeting.”

Seconded J. Skillman.

**Roll Call:**

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

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

1. Rodney Pettit – C. of A. to remove the chimney.

Location: 723-725 W. Third St. Zoned: Historic District Residential (HDR)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Rodney Pettit was present. B. Haley noted that the work had already been completed.

R. Pettit said that during the renovation, he found that the chimneys were too dilapidated to save, and that the only thing holding them up were the rafters.

R. Rodgers asked if they had been removed all the way down to the basement. R. Pettit confirmed they had been. He said that it didn’t show in the pictures, but the chimney was leaning pretty badly, and he felt that it was unsafe.

W. Jewell asked if he would consider rebuilding it. R. Pettit said that he has already gone over his project budget, so it would be his preference to not rebuild. W. Jewell suggested purchasing used bricks, and said that he felt the chimney was important to the structure’s history. J. Skillman agreed.

C. Cody asked if the roof pitch had changed when they replaced the roof. R. Pettit said it had not. C. Cody asked if the chimney was capped, to which R. Pettit said it was just a metal cap. C. Cody also asked how tall the chimney was and how many brick courses it had at the top. R. Pettit said it was roughly 4 feet tall, and 2 courses were at the top.

C. Cody said he felt that the design guidelines and the ordinance has somewhat tied the board’s hands. He didn’t think rebuilding it identically might not be appropriate either. Both W. Jewell and C. Cody supported tabling the application to allow the applicant to work on the application.

W. Jewell asked for public comment.

K. McWilliams asked Building Inspector, Bryan Shaw, to come to the podium. K. McWilliams asked if it would be possible to not allow contractors who do work without permits to renew their license with the city. B. Shaw said he could look into it and it could be suggested to Council for review.

K. McWilliams made the following motion, “I move that the Madison Historic District Board of Review start a process with Bryan [Shaw], Brenna [Haley], and Nicole [Schell] to find a way that we do not automatically reregister contractors who abuse the district.” C. Cody said that, before a second is made, this could be instead discussed as part of the ordinance review that the subcommittee is already working on, rather than having the whole board vote to instruct staff now. K. McWilliams said he wants this to be on the record.

Seconded by J. Skillman

**Roll Call:**

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

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***The motion was approved.***

W. Jewell asked again for public comment. B. Haley read a written comment submitted by Happy Smith prior to the meeting. In reference to the before and after pictures and the corbels that were originally on the chimney, she said “A corbel is a brick or masonry "bump-out" on a chimney.   Corbels add to a chimney's structural integrity and add architectural character. Madison has amazing chimneys.  They contribute to each buildings historic character. I think the loss of this chimney reduces these buildings historic character. This historic board has been very hesitant to ask owners to undo or redo work, because of hardship.  But our community is facing a ‘death a thousand cuts’ —- a noticeable loss of historic character.  This building, 723-725, is a good example of this.

C. Cody asked R. Pettit again if he would like to table the application to come up with another idea besides rebuilding or not replacing the chimney.

W. Jewell asked for a motion. K. McWilliams made the following motion, “I move that the project at 723-725 W. Third St. be tabled until next month’s meeting.”

Seconded by J. Skillman.

**Roll Call:**

K. McWilliams Approved

J. Skillman Denied

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

***The motion to table the Certificate of Appropriateness was approved.***

R. Pettit asked if he could rebuild it as it was now, to which C. Cody said yes. C. Cody made the following motion, “I move that if the applicant elects to reconstruct what was previously there, to approve that course of action with staff review.”

Seconded by W. Jewell.

**Roll Call:**

K. McWilliams Approved

J. Skillman Denied

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

***The motion was approved.***

1. Zach Zehron – C. of A. to demolish the house on the lot to make room for Royer Corp. trucks and manufacturing space.

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Location: 843 East St. Zoned: Medium Density Residential (R-8)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Zach Zehron was present.

Z. Zehron specified that the request is to accommodate the swing of the trucks as they enter and exit the Royer docks, as East St. is narrow. R. Rodgers asked if he had submitted an application with zoning to have the property rezoned. Z. Zehron said he believed he had. R. Rodgers said that he thinks demolition of any building in the historic district sets a bad precedent, and the condition of this particular house is not bad enough to clearly warrant demolition. However, he said he could see Royer’s point of view and what they would be trying to accomplish.

W. Jewell asked if Royer would consider a privacy fence on the north side of the property to help separate the lot from her driveway, as she might not want to have the parking lot right up to her house. Z. Zehron said that the owner, Ms. Betty, is a lifelong supporter of Royer, and that he didn’t believe she would care, but he would be willing to consider it.

Scott Lynch, also associated with the project, asked if it would be possible to approve the application with a conditional approval subject to the outcome at the zoning meeting. C. Cody said that since the application is just for the demolition and not to rebuild anything on that lot, it should be fine to make a decision without waiting for zoning.

W. Jewell asked for public comment.

Bob Vonch said that Ms. Betty is his wife’s aunt. He said she might not want the privacy fence, as she loves Royer and worked there for several years. B. Shaw said he agreed with the idea to approve with conditions, as this project can help bring jobs into town.

C. Cody said that he thinks we need to take a closer look at Midcentury houses in town, even though they are not considered contributing to the district.

**Certificate of Appropriateness Findings of Fact Worksheet**

|  |  |  |
| --- | --- | --- |
| **Building Element** | **Guideline****Page #** | **Discussion** |
| 32.0 Demolition | p. 116-117 | *Madison Historic District Design Guidelines –* 32.0 Demolition p. 116-11732.1 Choose demolition only as a last resort. Property owners of contributing buildings should design any replacement building to reflect the demolished building’s height, scale, massing, and location. Applicants will have a heavy burden to demonstrate to the HDBR that a replacement building deviating from these aspects is congruous with the Historic District.*R. Rodgers* – This doesn’t meet guidelines based on the current zoning.*K. McWilliams* – I agree with Ryan that this does not meet the guidelines for demolition, but the extenuating circumstances leading to it being rezoned will make it appropriate and meet the guidelines.*C. Cody* – I agree.*J. Skillman* – I agree.*W. Jewell* – I agree. |

W. Jewell asked for a motion. C. Cody made the following motion, “Based on the preceding findings of fact, I move that the Madison District Board of Review grant a conditional certificate of appropriateness for 843 East St., that condition being to follow through on the rezoning of the property.”

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Seconded by J. Skillman.

**Roll Call:**

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Denied

C. Cody Approved

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

1. Bob Vonch – C. of A. to extend top floor living space by two feet, using the same windows and doors, and adding a new window to the east wall.

Location: 407 E. Vaughn Dr. Zoned: Open Space (OS)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Bob Vonch was present.

B. Vonch said that currently, that space is wasted, so he would like to incorporate it into the mail living area. He said he might have to slightly shorten the windows to accommodate the pitch, but for now plans to use the same windows.

K. McWilliams asked if B. Vonch had started work on the addition he was previously approved for. He said he had not, as his contractor was waiting for good weather since both roofs would need to come off. He said that they spend more time in the front where he is requesting to extend the room and might choose to not move forward with the back if he gets approved today.

W. Jewell asked for public comment.

**Certificate of Appropriateness Findings of Fact Worksheet**

|  |  |  |
| --- | --- | --- |
| **Building Element** | **Guideline****Page #** | **Discussion** |
| 26.0 New Construction - Additions | p. 106-108 | *Madison Historic District Design Guidelines –* 26.0 New Construction – Additions p 106-10826.1 Where possible, locate new additions at the rear so that they have a minimal impact on the façade and other primary elevation of the affected building or adjacent properties.26.4 Additions should be constructed so that they can be removed from the original building in the future without irreversible damage to significant features. Additions should be set in at least one foot (1’) to show a break between the original structure and the new addition.*K. McWilliams*– This project meets the guidelines.*J. Skillman* – I agree.*C. Cody* – I agree.*R. Rodgers* – I agree.*W. Jewell* – I agree. |

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W. Jewell asked for a motion. C. Cody made the following motion, “I move that the Madison District Board of Review approve a certificate of appropriateness for 407 E. Vaughn Dr.”

Seconded by J. Skillman

**Roll Call:**

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

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

1. Findley Properties LLC – C. of A. to demolish the current house and rebuild in the same design with an addition.

Location: 111 E. Fourth St. Zoned: Historic District Residential (HDR)

B. Haley explained that, after conversations with the applicants and additional information received, the applicants requested to table the application.

W. Jewell asked for a motion. J. Skillman made the following motion, “I move that we table the application for 111 E. Fourth St. until next month’s meeting.”

Seconded by W. Jewell.

**Roll Call:**

K. McWilliams Approved

J. Skillman Approved

W. Jewell Approved

R. Rodgers Approved

C. Cody Approved

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

**New/Old Business:**

K. McWilliams asked if there were any updates about 420 Broadway St. with the Vacant and Abandoned Ordinance. B. Shaw said there were not.

**Staff Report:**

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August 2025 Fast-Track Applications

|  |  |  |
| --- | --- | --- |
| Applicant | Address | COA |
| Justin McGillan | 1126 W. Second St. | Removal of vinyl siding, replacing with LP Smart |
| Kimberly Mullins | 773 Presbyterian Ave | Privacy fence |
| D. Joe Craig | 1145 W. Second St. | Removal of vinyl siding, replacing with Hardie board |
| Robin Mingione | 768 W. Third St. | Gutters, fascia and soffit replacement |
| Claude Rottet | 820 Fillmore Aly. | Stairs to yard in rear |
| Tina Stambaugh | 116 Jefferson St. | Aluminum fence in back and side yards |

August 2024 COA Review

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant | Address | COA | Completed |
| Alexis Hartman | 203 W Main St | sign | **Yes** |
| Charles Ricketts | 707 W First St | fence | yes |
| Angela Stader | 109 E Main St | sign | yes |
| Glen Spencer | 313 East St | siding | yes |
| Larry Ikerd | 120 E Second St | sign | yes |
| Heidi Geiges | 710 E First St | fence | yes |
| Mark Prickett | 126 West St | fence | yes |
| Maryanne Imes | 420 Broadway St. | railing | yes |

J. Skillman made a motion to adjourn the meeting – seconded by C. Cody.

Meeting adjourned at 6:15 p.m.

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

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William Jewell, Chairman Brenna Haley, Historic Preservationist