



MADISON

Indiana
Planning, Preservation and Design

101 W Main St
Madison, IN 47250
(812) 265-8324

Conditional Use Permit

Application Fee	\$ 60.00
Ad Fee (for Legal Notice)	\$ 15.00
Recording Fee	\$ 25.00
Total Due	\$ 100.00

Conditional Permit Renewal Fees	\$ 75.00
Conditional Use Permit Late Renewal Fee	\$ 20.00 per meeting

Purpose: Per the City of Madison Zoning Ordinance, the Official Schedule of District Regulations identifies each land use according to whether it is a permitted use, a conditional use, or a prohibited use within each district. A conditional use permit is granted by the Board of Zoning Appeals to allow a use other than a principally permitted use to be established within the district to the property owner who makes the original application. This permit does not transfer to the new owner if the property changes ownership. The new owner must apply to the Board of Zoning Appeals for a new permit in order to continue the use that was conditionally allowed.

This application must be filed at least 15 days prior to scheduled meeting to be eligible for consideration at that meeting. Actual deadlines vary due to holidays, office business hours and operating schedule, media publishing deadlines, etc. Deadlines are published publicly and can also be provided by contacting the Planning Office.

APPLICANT INFORMATION

Name: Rebecca Brown
Street: 1013 Cattail Rd.
City: Otisco State: IN Zip: 47163
Phone (Preferred): 678-427-1548
Phone (Alternate): _____
Email: rjbrown@gmail.com

OWNER INFORMATION (IF DIFFERENT*)

Name: _____
Street: _____
City: _____ State: _____ Zip: _____
Phone (Preferred): _____
Phone (Alternate): _____
Email: _____

* If Applicant is not Owner, MUST submit documentation from owner authorizing applicant on their behalf.

PROPERTY FOR WHICH A CONDITIONAL USE IS REQUESTED

Address and/or Legal Description of Property: 307 E. 4th St.
Madison, IN 47250
Zoning Classification: HDR
Description of Existing Use: RENTAL
Proposed Schedule of Uses Category #: 581
Description of Proposed Use: SHORT TERM RENTAL

Submit property site plan showing structures, setbacks, parking, adjoining streets and neighboring land uses.

Per the City of Madison Zoning Ordinance, the Board of Zoning Appeals shall review the particular facts and circumstances of each proposed use in terms of the established standards and shall find adequate evidence supporting such use at the proposed location.

Provide a detailed Narrative statement demonstrating that the requested variance conforms to the following standards. Respond to each question below with Yes/No and why. Use additional pages if necessary.

1. Is this use in fact a conditional use as established under the provisions of Article V and appears on the Official Schedule of District Regulations adopted by Section 7.00 for the zoning district involved?
Yes. See #581. Retail: Hotels, Tourist Courts, Tourist Home, Residential Hotel, Motels & other Transient Housing
2. Will this use be harmonious with and in accordance with the general objectives, or with any specific objective of the City's Comprehensive Plan and/or the Zoning Ordinance?
Yes. Short term rentals are harmonious and in accordance with continued economic development for the downtown district.
3. Will this use be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area?
Yes. No changes to the exterior of the property are planned. Residential rental use is consistent with the surrounding properties.
4. Will this use be hazardous or disturbing to existing or future neighboring uses?
No. Residential rental use is consistent with the surrounding properties.
5. Will this use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services?
Yes. Rental capacity is limited to a maximum of 2 people per bedroom, typical in a residential neighborhood.
6. Will this use create excessive additional requirements at public expense for public facilities and services and/or will it be detrimental to the economic welfare of the community?
No. No additional requirements are required and it adds to the economic welfare of the community thru taxes, employing a cleaner, and tourist spend.
7. Will this involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors?
No. Residential use in a residential neighborhood.
8. Will this use have vehicular approaches to the property which will be so designed as not to create an interference with traffic on surrounding public thoroughfares?
N/A No changes will be made. Existing on street parking.
9. Will this use result in the destruction, loss, or damage of natural, scenic, or historic features of major importance?
No. The exterior of the house will not be modified. No changes to the lot will be made.

Include any other documents/information which you feel will aid the Board in making its determination.

Certified letters MUST be mailed to adjoining property owners (includes owners of real estate at corners, across streets, alleys or easements as well as others who may share a common boundary) at least ten (10) days prior to the meeting. The Planning Office can assist you in obtaining this information. Proof of the Certified Mail receipts and the corresponding returned green cards shall be given to the Planning Office at least one (1) working day prior to the scheduled meeting. The Board will not review the application unless these are received.

I certify that the information provided in this application is true and accurate to the best of my ability and I understand and agree to the Certified mail stipulations.

07/20/2023

Date

L Brown

Signature of Applicant

COMPLETED BY PLANNING OFFICE

Application Accepted on: 7/20/2023

Application Accepted by: Joe Partridge SR

Meeting Information: Board of Zoning Appeals

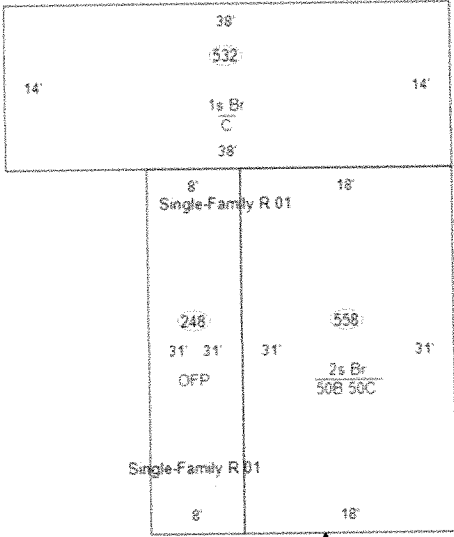
101 W Main St, Madison, IN 47250 – Council Chambers

Meeting Date: 8/14/2023 Time: 6:00PM

Documentation Review (Completed by Planning Office)

- ☒ Owner Authorization provided (if req'd)
- ☒ Site plan is adequate
- ☒ Narrative Statements completed
(Proposed Use & 1 – 9 above)
- ☒ Application is complete
- ☐ GIS Information to applicant and attached
- ☐ Certified Mail Receipts received (attach)
- ☐ Certified Mail Green Cards received (attach)
- ☐ Category # Requires Conditional Use

Staff Notes



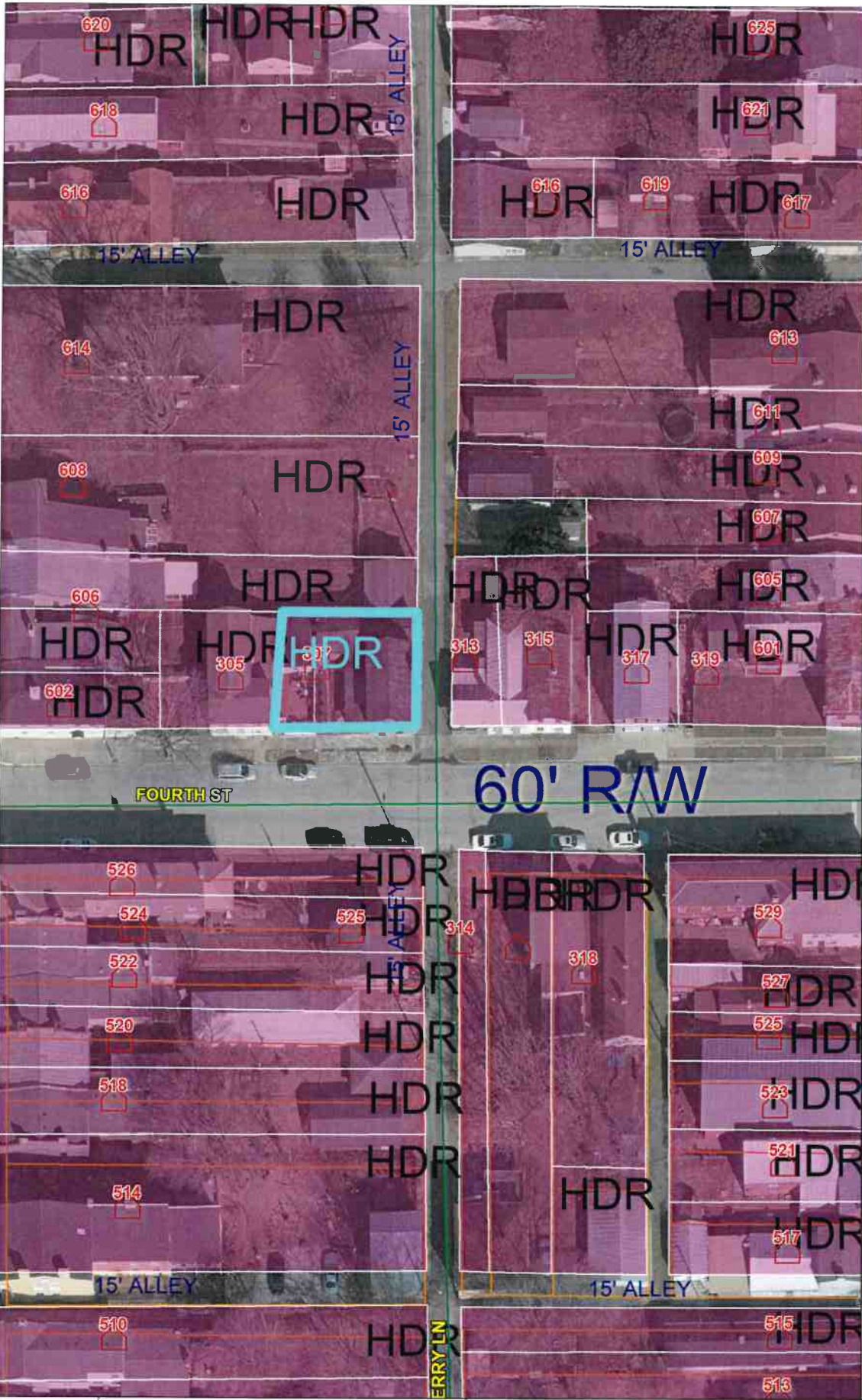
Gerry Ln

E 4th St

E 4th St

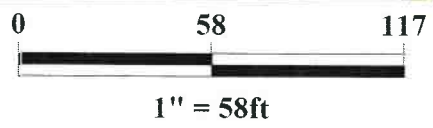
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- MadisonZoning**
Zoning Code:
HDR
- Regional Counties
 - County Boundary
 - Townships
 - Corporate Boundaries
 - Water
 - Parcels
 - Drives, Alleys, etc.

- Addresses**
- Regional Counties
 - Regional Roads
 - Regional Highways
 - Water
 - Railroad
 - Drives, Alleys, etc.
 - Roads
 - Highways



307 E Fourth St