



PROJECT BRIEF – BZCU-25-15

Application Date: 07/29/2025

Meeting Date: 09/08/2025

Application Description:

An application has been filed for a Conditional Use Permit for Short-term rental.

Current Zoning: Central Business District(CBD)	Project Location: 517 West St
Applicant: Alexandra Hammock	Owner: Alexandra Hammock

Preliminary Staff Recommendation: Approve with Conditions

Conditions:

1. Adhere to the House Rules as submitted
2. Maximum of 2 occupants
3. Maximum of 2 vehicles

Reasoning:

Conditions ensure that the use of the property as a short-term rental will not negatively impact the surrounding neighborhood. Owner notes home is one bedroom.

History, Relevant Information, & Prior Approvals:

History:

PACE grant received for façade improvements in 2022.

Relevant Information:

Prior Approvals:

Surrounding Zoning and Land Use:

North: Central Business District(CBD)
South: Central Business District(CBD)
East: Central Business District(CBD)
West: Central Business District(CBD)



Comprehensive Plan, Ordinances, & Finding of Fact

Comprehensive Plan:

Future Land Use Designations (Page 74-78)

NEIGHBORHOOD MIXED-USE

Neighborhood Mixed-Use refers to traditional neighborhoods with a historic development pattern such as those in the southern section of Madison generally between the bluff and the Ohio River. It is primarily a mix of single and two-family homes and small multifamily buildings with minimal setback from the street. This land use also includes some mixed-use commercial/residential properties. Some are on alleys with rear-loaded garages and in some cases only on-street parking, but typically these homes do not have front-loading garages unless at the rear of the lot. This designation surrounds the core around Main Street and much lies within the Historic District. There is a continuous network of blocks connected by streets and sidewalks that lead to parks, the central business and civic area. Vacant lots should be redeveloped with compatible infill that reflects the desired character of the neighborhood. This designation can also serve as a transition between lower density residential and commercial or business activities. Development should be connected to City utilities and public services.

Ordinance:

SECTION 6.21 – CENTRAL BUSINESS DISTRICT (CBD) (Page 78-79)

C. Restrictions for Conditional Uses

1. All conditional uses permitted in the Official Schedule of Uses shall conform to the General Restrictions. In addition, the following restrictions, as appropriate, shall be observed.
2. Apartments and Condominiums – Multi-family units may be approved by the Board in the CBD district where market feasibility studies indicate their desirability.

Finding of Fact:

Finding of Fact #1 - Do you agree this is in fact a conditional use as established under the provisions of Article V and appears on the Official Schedule of Uses adopted by Section 7.00 for the zoning district involved?

The applicant has provided the following response:	Yes, line 581 under section 7 is a tourist home.
Staff Response:	Yes, short-term rentals are allowed as a conditional use under category 581.

Finding #1 has been satisfied.

Finding of Fact #2 - Do you agree this will be harmonious with and in accordance with the general objectives, or with any specific objectives of the City's Comprehensive Plan and/or the Zoning Ordinance?

The applicant has provided the following response:	Yes, we are adjacent to target redevelopment area 6 Mulberry Street District and in front of the Trilogy Campus. Page 161 - 164 Comprehensive Plan.
Staff Response:	Yes, this area was targeted for redevelopment in the 2016 Comprehensive Plan.

Finding #2 has been satisfied.

Finding of Fact #3 - Do you agree this will be designed, constructed, 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?

The applicant has provided the following response:	Yes, this home had be vacant for more than 30 years and was on a block that has been recently revitalized. We were careful to perserved the historic charataristics of the home including the original windows, front door, entry way, iron fence, etc.
Staff Response:	The property will maintain the appearance of a single family home and therefore will be harmonious with the character of the general vicinity.

Finding #3 has been satisfied.

Finding of Fact #4 - Do you agree this will not be hazardous or disturbing to existing or future neighboring uses?

The applicant has provided the following response:	No, the neighbor to the right is currently a short term rental, the neighbor to the left is an apartment building, across the street is a parking lot, the back and north side of the home adjoins Trilogy's common garden area.
Staff Response:	Assuming the rules are adhered to in terms of quite hours and maximum occupants, this should not be disturbing to the neighboring uses. Conditions should be placed on this conditional use to limit the number of occupants and vehicles.

Finding #4 has been satisfied with the proposed conditions.

Finding of Fact #5 - Do you agree this will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structure, 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?

The applicant has provided the following response:	Yes, we are currently serviced by city water, sewer, trash pick up, and streets.
Staff Response:	Yes, this is a newly remodeled property with adequate public facilities and services.

Finding #5 has been satisfied.

Finding of Fact #6 - Do you agree this will not create excessive requirements at public expense for public facilities and services and will not be detrimental to the economic welfare of the community?

The applicant has provided the following response:	No, this a small one bedroom home.
Staff Response:	The use of this property as a short-term rental will not create excessive requirements at public expense.

Finding #6 has been satisfied.

Finding of Fact #7 - Do you agree this will not 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?

The applicant has provided the following response:	No, this is a small one bedroom home with no more than 2 people staying at a time.
Staff Response:	Assuming the House Rules are adhered to, this should not create conditions detrimental to the general public.

Finding #7 has been satisfied with the proposed conditions.

Finding of Fact #8 - Do you agree this will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?

The applicant has provided the following response:	No, there is on street parking.
Staff Response:	If there is a limit on the number of vehicles allowed with this short-term rental, it should not interference with traffic.

Finding #8 has been satisfied with the proposed conditions.

Finding of Fact #9 - Do you agree this will not result in the destruction, loss or damage of natural, scenic, or historic features of major importance?

The applicant has provided the following response:	No, the house has not changed in character.
Staff Response:	Yes, this will not result in the loss of any natural, scenic or historic features.

Finding #9 has been satisfied.



BZCU-25-15

Conditional Use Permit

Status: Active

Submitted On: 7/29/2025

Primary Location

517 WEST ST
MADISON, IN 47250

Owner

Hammock Alexandra
VIRGINIA AVE 524
LOUISVILLE, KY 40217

Applicant

 Alexandra Hammock
 812-599-7406
 alexandrahammock@gmail.com
 517 West Street
517 West Street
Madison, IN 47250

General Information

Are you the property owner?*

Yes

Permit Information

Type of Application

Initial Application

Zoning Classification

Historic District Residential (HDR)

Legal Description of Property

011-04964-03 Part of Lots 4 & 5 Part of Lots 61 & 62 in First Addition West 0.0370 Acres 517 West St

Description of Existing Use

Single Family Home

Description of Proposed Use

Short Term Rental

Proposed Schedule of Uses Category #

581

Narrative

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, line 581 under section 7 is a tourist home.

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, we are adjacent to target redevelopment area 6 Mulberry Street District and in front of the Trilogy Campus. Page 161 – 164 Comprehensive Plan.

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, this home had be vacant for more than 30 years and was on a block that has been recently revitalized. We were careful to perserved the historic charataristics of the home including the original windows, front door, entry way, iron fence, etc.

Will this use not be hazardous or disturbing for existing or future neighboring uses?*

No, the neighbor to the right is currently a short term rental, the neighbor to the left is an apartment building, across the street is a parking lot, the back and north side of the home adjoins Trilogy's common garden area.

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, we are currently serviced by city water, sewer, trash pick up, and streets.

Narrative (Continued)

Will this use not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic welfare of the community?*

No, this a small one bedroom home.

Will this use not 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, this is a small one bedroom home with no more than 2 people staying at a time.

Will this use have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?*

No, there is on street parking.

Will this use not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance?*

No, the house has not changed in character.

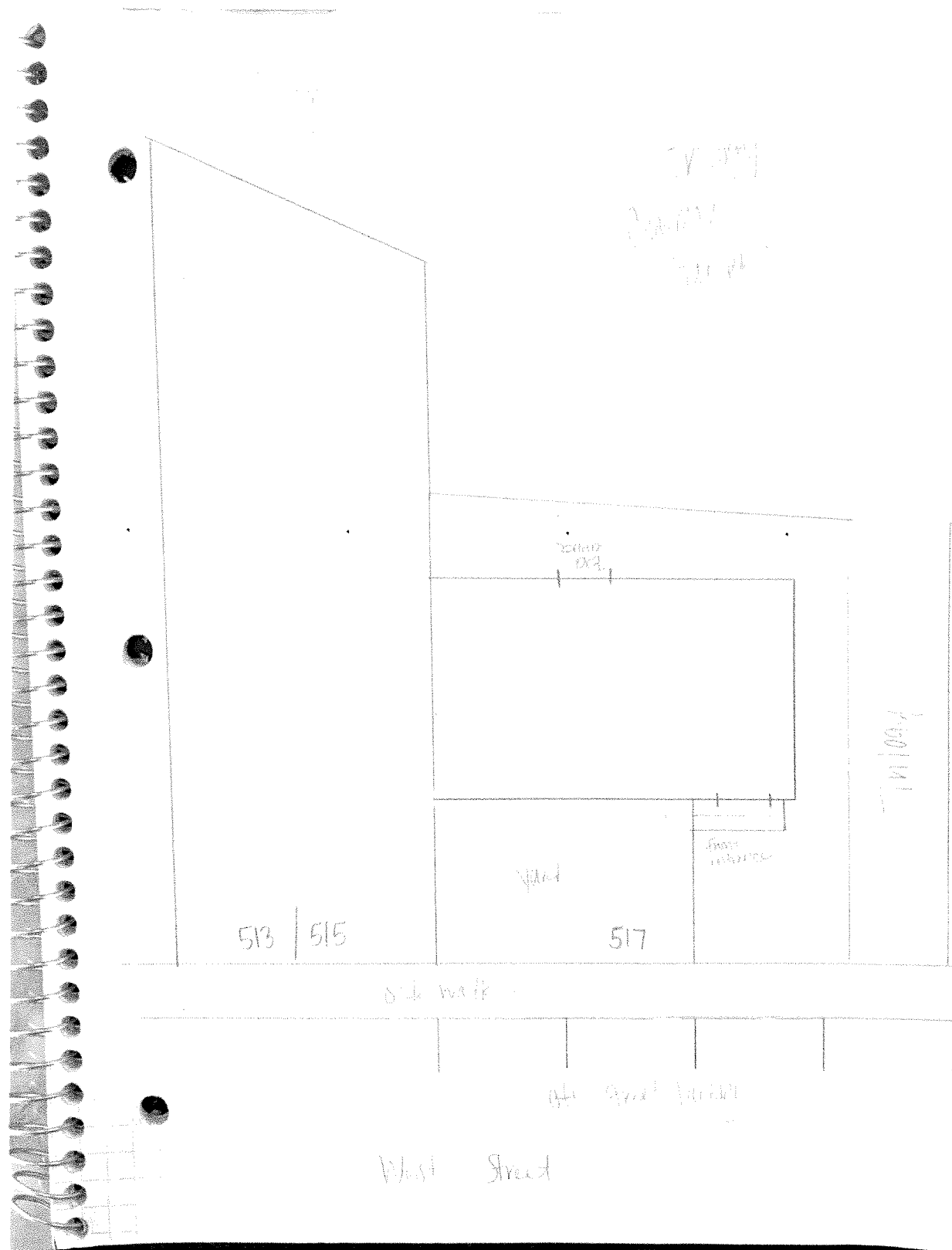
Acknowledgement

Certified letters MUST be mailed to adjoining property owners (includes owners of real estate at corners, accross 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.

Digital Signature*

 Alexandra Hammock
Jul 28, 2025



517 West Street - Short Term Rental

The Rose Stay a Historic Gem in Downtown Madison

[https://www.airbnb.com/rooms/1462424883534085293?
search_mode=regular_search&adults=1&check_in=2025-08-04&check_out=2025-08-09&childr
en=0&infants=0&pets=0&source_impression_id=p3_1753802520_P3DpPK4VRM8kugOV&previ
ous_page_section_name=1000&federated_search_id=883bb33e-b672-40ec-b2d9-
bc2d2e169617](https://www.airbnb.com/rooms/1462424883534085293?search_mode=regular_search&adults=1&check_in=2025-08-04&check_out=2025-08-09&children=0&infants=0&pets=0&source_impression_id=p3_1753802520_P3DpPK4VRM8kugOV&previous_page_section_name=1000&federated_search_id=883bb33e-b672-40ec-b2d9-bc2d2e169617)

House Rules:

Check-in after 3:00pm
Checkout before 11:00am

2 guest maximum
No smoking
No Pets
No Parties

Quiet Hours
11:00pm - 7:00am

Self Check-in via coded lock



