

Minutes

August 11, 2025

MADISON CITY BOARD OF ZONING APPEALS

The City of Madison Board of Zoning Appeals held a regular meeting on Monday, August 11, 2025, at 5:30 p.m. in City Hall. Scott Baldwin presided over the meeting with the following additional Board Members present: Nancy Burkhardt, Rick Farris, Mark Acosta, and Karl Eaglin. Also present: Nicole Schell; Director of Planning. Joe Jenner; Attorney was absent.

Minutes:

There were no corrections or additions to the July 14, 2025 meeting minutes. R. Farris made the motion to approve the July 14, 2025 minutes – Seconded by M. Acosta - Unanimous Consent Vote – Final vote is five (5) in favor and none against – Motion carries.

***Minutes for July 14, 2025 approved in accordance with the motion and vote.***

Renewals:

1. **BZCU-23-62:** ANGELA THARP – Conditional Use Permit for a Conditional Use Permit for a mobile home.  
Location: 988 Saddletree Ln  
Zoned: R-8  
1 Year Renewal
2. **BZCU-23-67:** SARAH E. (LIBBY) MANN – Conditional Use Permit for a Conditional Use Permit for a Bed & Breakfast.  
Location: 409 W FIRST ST  
Zoned: HDR  
1 Year Renewal
3. **BZCU-23-63:** HOWIE & LISA CUTSHALL – Conditional Use Permit for a Conditional Use Permit for a medical facility with multiple doctor offices.  
Location: 601 BROADWAY ST  
Zoned: HDR  
1 Year Renewal
4. **BZCU-24-57:** CASA of Jefferson County – Conditional Use Permit for a Conditional Use Permit to provide an office for support staff and volunteers for children advocacy.  
Location: 319 W SECOND ST  
Zoned: HDR  
1 Year Renewal
5. **BZCU-23-66:** Garrett Leahigh – Conditional Use Permit for a Conditional Use Permit to utilize property as a second residence and short-term rental.  
Location: 312 E Third St  
Zoned: CBD  
1 Year Renewal
6. **BZCU-23-45:** Mary Ann Bennett – Conditional Use Permit for a Conditional Use Permit for a residence with camping on select dates/events and additional occasional use by family/friends.  
Location: 1011 Fillmore St  
Zoned: OS  
1 Year Renewal
7. **BZCU-23-57:** Fortino Miranda – Conditional Use Permit for a Conditional Use Permit for a mobile home.  
Location: 3684 W Interstate Block Rd  
Zoned: RA                      1 Year Renewal

8. **BZCU-23-58:** Rebecca Brown – Conditional Use Permit for a Conditional Use Permit for short-term rentals.  
Location: 307 E Fourth St  
Zoned: HDR  
1 Year Renewal
9. **BZCU-23-60:** Renewals: Catherine Parker Initial App: Kelsey Shaw – Conditional Use Permit for a Conditional Use Permit for short and long-term rentals.  
Location: 118 Ferry St  
Zoned: HDR  
1 Year Renewal
10. **BZCU-24-56:** Carolina and Ken Mackinlay – Conditional Use Permit for a Conditional Use Permit for a single-family residence to be used as a short-term rental.  
Location: 1328 W Second St  
Zoned: HDR  
1 Year Renewal

S. Baldwin noted that all but one renewal has paid their fees and had no complaints. One renewal application (**BZCU-23-66, Garrett Lehi, 312 East 3rd**) had not been paid but had no complaints.

S. Baldwin made the motion to renew renewals number 1-4, and 6-10. – N. Burkhardt seconded the motion – Unanimous Consent Vote – Final vote is five (5) in favor and none against – Motions Carry.

***Renewals #1-4, and 6-10 were renewed in accordance with the motion and vote.***

S. Baldwin made the motion to have the board's attorney send a letter to renewal number 5 to inform them that they had until the next meeting to pay their renewal fee or the permit would expire. – M. Acosta second the motion - Unanimous Consent Vote – Final vote is five (5) in favor and none against – Motions Carry.

**New/Old Business:**

S. Baldwin noted that under Old Business was one conditional use permit which was not renewed at their last meeting. That renewal has paid and therefore was in compliance with the motion from that meeting.

No further business brought before the Board.

S. Baldwin made the motion to adjourn – Seconded by K. Eaglin – Unanimous Consent vote – Final vote is five (5) in favor and none against – Motion Carries.

***The meeting adjourned at 6:02 p.m. in accordance with the motion and vote.***

BY ORDER OF THE CITY OF MADISON BOARD OF ZONING APPEALS

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Scott Baldwin, Chairman

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Nicole Schell, Secretary/Director of Planning