

HISTORIC DISTRICT BOARD OF REVIEW

Minutes

July 28, 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, Jared Anderson, Ryan Rodgers, and Jed Skillman. Also present was Brenna Haley – Historic Preservationist. Happy Smith attended virtually. Chris Cody was 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 June 23, 2025, and had any corrections or additions.

K. McWilliams moved to approve the minutes. Seconded by J. Anderson.

Roll Call:

H. Smith	Approved
K. McWilliams	Approved
W. Jewell	Approved
J. Skillman	Approved
R. Rodgers	Approved
J. Anderson	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. J. Skillman made the following motion, "I move we table the project at 123 Jefferson until the next meeting."

Seconded J. Anderson.

Roll Call:

H. Smith	Approved
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K. McWilliams	Approved
J. Skillman	Approved
W. Jewell	Approved
R. Rodgers	Approved
J. Anderson	Approved

The motion to table the application was approved.

B. Haley explained that the next application seen on the agenda, 313 East St., had been withdrawn by the applicant's request.

2. Sherry Eblen – C. of A. to build a new house on the empty lot.
 Location: 116 Elm St. Zoned: Historic District Residential (HDR)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Keith Mefford of 1315 Calabria Rd., Panama City, FL, was present to speak on behalf of the Eblens.

K. Mefford said that they had been going through the guidelines to make the application fit as much as possible. He said that they had gone around town and taken pictures of other homes in an effort to make the new build fit in as much as possible. He had provided a new drawing of proposed changes to the original application on the day of the meeting.

R. Rodgers thanked the Eblens and K. Mefford for going through the guidelines and making changes to the original design. He asked if the home would be entirely brick. K. Mefford said he was seeking discussion with the board on whether the home should be entirely brick, or a mix of brick and stone. R. Rodgers said the question wasn't about the materials, but that the specifics were necessary to make a motion. R. Rodgers then asked about the foundation material and whether it would be exposed, and if so, if there would be a cladding. K. Mefford confirmed that there would be a partially visible foundation due to the shape of the lot, and that it would be stone.

R. Rodgers then asked about the soffits and overhangs and the materials used there. K. Mefford said he anticipates using LP Smart Siding. The original renderings showed a proposed standing seam metal roof, but the applicants made the decision to change to using asphalt shingles to match all the other houses on the street. The windows would be a wood aluminum clad SDL. There would be solid wood doors, and the doors facing both Elm and First Streets would be identical to create the look of two primary facades.

K. McWilliams said he felt encouraged by the switch in materials to brick but asked that it would not be extruded brick. He suggested the applicants to look at his garage at 315 Poplar St. to see an example of rounded brick.

J. Skillman expressed concern about the projection of the garage on First St. and the overall orientation of the house. K. Mefford said that they chose to match the setbacks used at John Morgan's house on the opposite end of the street, which would be roughly 13 feet off of First Street and roughly 5 feet off of Elm Street. J. Skillman asked if they would consider moving the garage to the south side of the property. K. Mefford said that it would be difficult to do that, considering the placement of the sewer line and the drainage ditch along the Elm Street side of the property.

R. Rodgers asked if the porch would be poured concrete with wood columns. K. Mefford confirmed that it would be poured concrete with wood columns.

W. Jewell asked for public comment.

Chris Cody submitted written comments prior to the meeting. He expressed concern with the project, as the site it is proposed to sit on is one that is one of the most historically significant architectural contexts

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in the state of Indiana. He believed that the project failed to meet guidelines 23.2, 23.3, 23.7, 23.16, 23.17, and 24.2. He stated that, given those violations, he did not believe the Board should approve the application until more care is taken to ensure that it would be a good fit for the sensitive architectural and historic context of the lot.

J. Anderson asked to address some of the points raised by C. Cody. He said that, since he has joined the board, he has not seen a single application that has met every single guideline. He thanked the applicants for working with the board and the city to come to an agreeable compromise.

R. Rodgers said that he had not considered some of the points raised by C. Cody, especially about the massing. He said that C. Cody did not have the benefit of the new renderings, however, so his opinions might have been different had he had access to the new drawings.

J. Skillman reiterated his concerns with the orientation of the structure.

J. Anderson noted that there are two Sears’ constructed homes on that block, so he felt that even if the proposed project is considered “generic” in its plans, it continues the story of “generic” homes already on that street.

K. McWilliams expressed concerns with the massing, saying he felt the proposed design was too small for the lot and that it should have been a two-story building, but didn’t feel like that was a good enough reason to deny the application. K. Mefford said that it will end up feeling more substantial that it appears, as it will be only a few feet shorter than the house right next door, which sits at about 31 feet tall.

Jan Vetrhus, 701 E. Second St., asked what the final design of the proposed house will be. She said she felt the brick home proposed looks like it belongs in a subdivision.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
23.0 New Construction - Dwellings	p. 94-100	<i>Madison Historic District Design Guidelines – 23.0 New Construction - Dwellings</i> <i>J. Anderson – I think that it meets the guidelines.</i> <i>J. Skillman – I disagree. If the house were located somewhere else, I might feel more comfortable, but where it is now, I don't feel it meets the guidelines.</i> <i>K. McWilliams – I have some issues with it, but for me it meets the guidelines.</i> <i>R. Rodgers – I agree.</i> <i>H. Smith – I agree.</i> <i>W. Jewell – I agree.</i>

W. Jewell asked for a motion. R. Rodgers made the following motion, “I move that the Madison Historic District Board of Review grant a certificate of appropriateness for Sherry Eblen for the proposed new home at 116 Elm St., and the approval is based on the exterior being brick, the foundation being stone, soffits, rakes, and gutter boards being LP Smart Siding, the roof being asphalt, windows being aluminum clad with SDLs, wooden entry doors, wood columns on the porch, and the slab will be standard finished concrete and it will include the new rendering received today that was not included in the packet.”

Seconded by K. McWilliams.

Roll Call:

H. Smith Approved

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- | | |
|---------------|----------|
| K. McWilliams | Approved |
| J. Skillman | Denied |
| W. Jewell | Approved |
| R. Rodgers | Approved |
| J. Anderson | Approved |

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

3. Patrick Heitz – C. of A. to change pitch of roof over front porch.
Location: 502 W. Second St. Zoned: Medium Density Residential (R-8)
- B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. The work had already been completed prior to the date of the meeting. Patrick Heitz was present.
- P. Heitz said that the porch roof was rotting off due to water damage caused by the covering of box gutters. He said that he changed the pitch of the porch roof, covered it with shingles to match the rest of the roof, and repainted where necessary.
- J. Skillman said that he had been by the house several times and had not even noticed the pitch had changed. R. Rodgers said that he acknowledged that the condition of the roof was poor enough to necessitate work, but that he believed that repair of the flat roof could have been done, as it had been a flat roof for 100 years. Removing the flat roof removed a lot of architectural detail on the front of the structure, which also faces the Lanier Mansion.
- W. Jewell asked for public comment.
- B. Haley read written comments from Chris Cody. C. Cody said that he felt the application lacked sufficient details, such as the slope of the new pitch, and how the new pitch would meet the existing porch and building structure. He encouraged the board to ask those questions prior to making any decisions, but also acknowledged that this project is relatively minor and will enhance water management at the property.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
14.0 Porches	p. 68-70	<i>Madison Historic District Design Guidelines – 14.0 Porches p 68-70</i> <i>J. Anderson – It meets the guidelines.</i> <i>K. McWilliams – I agree.</i> <i>J. Anderson – I agree.</i> <i>R. Rodgers – I disagree.</i> <i>H. Smith – I agree.</i> <i>W. Jewell – I agree.</i>

W. Jewell asked for a motion. J. Skillman made the following motion, “Based on the preceding findings of fact, I move that the Madison District Board of Review grant a certificate of appropriateness to Patrick Heitz for the project at 502 W. Second St.”

Seconded by K. McWilliams.

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Roll Call:

H. Smith	Approved
K. McWilliams	Approved
J. Skillman	Approved
W. Jewell	Approved
R. Rodgers	Denied
J. Anderson	Approved

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

4. Mike Estes – C. of A. to add a second-story walkout deck and one door.
Location: 126 Wall St. Zoned: Medium Density Residential (R-8)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Mike Estes was present with his contractor Bill Lanham.

K. McWilliams asked for clarification's sake if there was currently no door on the second floor where the proposed deck would go. M. Estes confirmed that there is not.

R. Rodgers asked if it would be a pressure treated deck. M. Estes confirmed that it would be. R. Rodgers asked if M. Estes had the chance to review the relevant sections of the guidelines for porches and decks, to which M. Estes said he had. R. Rodgers said that the guidelines are very clear in that decks should be located in the rear, so as not to be visible to the public, and that pressure treated lumber is not an appropriate material.

K. McWilliams said that, according to the guidelines, cutting a door into an exterior where one did not exist previously is inappropriate.

R. Rodgers asked if M. Estes would be opposed to changing the plan to make it more of a porch than a deck. M. Estes asked if he selected the option for deck on his application. He had selected deck. He said that part of his application preparation process had included going around town to look at several properties in downtown Madison that are the same type of structure within a two-three block radius, and that he feels this proposed project is a similar kind of build.

R. Rodgers said that he did not doubt that there are similarly styled decks nearby, but that they were likely done without permission or by ignoring several guidelines, and that both the guidelines and the Secretary of the Interior's Standards are very clear that pressure treated decks are inappropriate on historic structures. He suggested looking at the application under the Porches section of the guidelines in an effort to help get the application passed. He also asked if M. Estes would be willing to table the application to modify it. M. Estes said he felt like he submitted the application as he understood it to not take up too much time during the meeting, and therefore he declined to table the application. He requested that they vote on it as a pressure treated deck with the door.

W. Jewell asked if M. Estes would be open to redesigning the railing, or if he planned to have it match the railing on the first-floor porch. M. Estes said it would match. J. Skillman again encouraged M. Estes to table the application and come back with a slightly redesigned plan.

W. Jewell asked for public comment.

B. Haley read written comments from Chris Cody. While comparing the project against the guidelines for 14.0 Porches, he felt it did not meet two of the guidelines that refer to materials and location on the

structure. He also said that the project would remove historic fabric from the structure as the door being cut into the exterior wall of the second floor has no historic precedent.

M. Estes expressed that he was unaware that a standing board member could participate in the meeting without being in attendance either in person or virtually like member Happy Smith was attending, even through comments shared by another person, as those comments could sway the conversation of the board as it did in the application for 116 Elm earlier in the meeting. B. Haley explained that it is permitted, as C. Cody is making those comments as a member of the public and not as a board member, which is why they are being read during public comment, and that he would not be voting or otherwise making any decisions during the meeting.

H. Smith again offered M. Estes the opportunity to table the application to come back next month with redesigns. J. Anderson encouraged the act of tabling as well to come up with a stronger design that might have a stronger historical context than presented. M. Estes declined, saying he felt frustrated that he had prepared to the best of his abilities, and tabling will waste time that he does not want to waste. R. Rodgers thanked him for sharing his feelings on the process, saying that the board, staff, and community should work together to make the application and hearing process easier.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
27.0 New Construction - Decks	p. 109	<i>Madison Historic District Design Guidelines – 27.0 New Construction – Decks p 109</i> 27.1 Locate decks only on the rear ground level of historic buildings or other ground floor level where the deck is not visible from public view. To help reduce the visual impact, the sides of decks should be recessed or set in from each rear corner, rather than flush. 27.2 Design decks to eliminate physical or visual damage to significant historic architectural features. 27.3 Decks should be attached to the historic building so that they may be removed without significant damage. <i>R. Rodgers – I do not feel that this meets the guidelines.</i> <i>J. Skillman – I do not feel it meets the guidelines, but we would be willing to work with you if you would change it to meet guidelines.</i> <i>K. McWilliams – I agree [with R. Rodgers and J. Skillman], and I would add Doors and Entrances 9.6: No new doors. Does not meet the guidelines.</i> <i>J. Anderson – I agree with what everyone is saying.</i> <i>H. Smith – I agree.</i> <i>W. Jewell – I agree.</i>

W. Jewell asked for a motion. K. McWilliams made the following motion, "I move that the Madison District Board of Review deny certificate of appropriateness to Mike Estes for his second-story project at Wall and Third."

Seconded by J. Anderson.

Roll Call:

- | | |
|---------------|----------|
| H. Smith | Approved |
| K. McWilliams | Approved |
| J. Skillman | Approved |
| W. Jewell | Approved |

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R. Rodgers Approved
J. Anderson Approved

The motion to deny the Certificate of Appropriateness was approved.

- 5. Mike Estes – C. of A. to replace shed with new larger one and add a porch.
Location: 124 Wall St. Zoned: Medium Density Residential (R-8)

B. Haley showed photos provided by the applicant and explained the changes proposed by the applicant. Mike Estes was present with his contractor Bill Lanham.

M. Estes said he would like to add a porch to the front to add to the aesthetics of the house, and that the current pre-fabricated storage structure is in disrepair. W. Jewell asked if the new structure would have the same footprint as the original. M. Estes said it would be slightly bigger. B. Haley said that the current footprint is 10'x10' and the proposed will be 10'x14'.

W. Jewell asked about if the porch would be a full width porch across the front of the house, to which M. Estes confirmed it would be. He also confirmed that he intends to use the same railings as those used at 126 Wall St.

H. Smith said that this is a non-contributing structure, and so the guidelines don't need to be so strict regarding this project. J. Anderson agreed with H. Smith, saying he didn't see as big of an issue with the aforementioned railings and spindles being used on this house.

R. Rodgers asked if this deck would be made with pressure treated lumber and exposed fasteners. M. Estes said it would be, but that he didn't think the fasteners would be seen.

W. Jewell asked for public comment.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
14.0 Porches	p. 68-70	<i>Madison Historic District Design Guidelines – 14.0 Porches p 68-70</i> <i>K. McWilliams – This project meets the guidelines.</i> <i>J. Anderson – I agree, same reasons.</i> <i>R. Rodgers – I disagree.</i> <i>J. Skillman – I disagree.</i> <i>H. Smith – I agree.</i> <i>W. Jewell – I agree.</i>

W. Jewell asked for a motion. K. McWilliams made the following motion, "Based on the preceding findings of fact, I move that the Madison District Board of Review grant a certificate of appropriateness to Mike Estes for his project at 124 Wall St."

Seconded by J. Anderson.

Roll Call:

H. Smith Approved
K. McWilliams Approved

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J. Skillman	Denied
W. Jewell	Approved
R. Rodgers	Denied
J. Anderson	Approved

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

6. 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 agreed to table at the request of staff.

W. Jewell asked for a motion. K. McWilliams made the following motion, “I move that the Madison District Board of Review table the application to next month’s meeting.”

Seconded by R. Rodgers.

Roll Call:

H. Smith	Approved
K. McWilliams	Approved
J. Skillman	Approved
W. Jewell	Approved
R. Rodgers	Approved
J. Anderson	Approved

The motion to table the application was approved.

New/Old Business:

J. Skillman reintroduced the amendment to the Rules of Procedure that H. Smith wrote.

R. Rodgers expressed concern about the vagueness of the suggested amendment. He also asked to get a monthly packet of staff review approvals to review. He also said that the Secretary of the Interior’s Standards suggest trying to help make non-contributing structures comply as they are introduced, and expressed interest in trying to do that through the board approval process.

K. McWilliams moved to approve the amendment to staff approvals with the “redundant” section (“If a historic wood window is considered unsafe by the Building Inspector after an onsite inspection and is a needed egress for safety, staff may approve the replacement window except for the use of vinyl or vinyl clad.”) struck.

Seconded by J. Skillman.

Roll Call:

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H. Smith	Approved
K. McWilliams	Approved
W. Jewell	Approved
J. Skillman	Approved
R. Rodgers	Approved
J. Anderson	Approved

The motion to approve the amendment was approved.

K. McWilliams moved to approve the amendment to HDBR approvals as submitted. Seconded by J. Anderson.

Roll Call:

H. Smith	Approved
K. McWilliams	Approved
W. Jewell	Approved
J. Skillman	Approved
R. Rodgers	Approved
J. Anderson	Approved

The motion to approve the amendment was approved.

W. Jewell asked for comments from the public.

Jan Vetrhus of 701 E. Second St. expressed concern over the project at 111 E. Fourth St. being tabled, as there was a PACE grant approved for the demolition of the structure. B. Haley said the PACE grant would be held up until after a decision is made by the HDBR. J. Vetrhus questioned the comment at the Board of Public Works meeting about the building inspection deciding to demolish the building. T. Steinhardt explained that, while the building inspector had deemed the structure unsafe, no demolition permit has been granted and one will not be issued, as the city is working with the property owners to come to an agreement.

Staff Report:

July 2025 Fast-Track Applications

Applicant	Address	COA
Emily Bowyer	949 W. Second St.	side/rear window replacement; front door replacement
Mike Estes	825 W. Third St.	front door replacement; new stone wall with pillars
Scott Lynch	215 E. Main St.	front door replacement
Equestrian Group LLC	522 West St.	sign

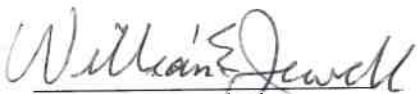
July 2024 COA Review

Applicant	Address	COA	Completed
Kyle Helton	713 W Main St	doors	yes
Steve and Jane Martin	907 W Main St	door and siding	yes
Rebecca Brown	302 West St	reopen window	yes
Kim Nyberg	324 Mulberry St	sign	yes

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

Meeting adjourned at 7:34 p.m.

BY ORDER OF THE MADISON CITY HISTORIC DISTRICT BOARD OF REVIEW


William Jewell, Chairman


Brenna Haley, Historic Preservationist