

HISTORIC DISTRICT BOARD OF REVIEW

Minutes

May 28, 2024

The Madison City Historic District Board of Review held the regularly scheduled meeting on Monday, May 28, 2024 at 5:30 p.m. at 101 W. Main Street. Mike Pittman presided over the meeting with the following members present: Happy Smith, Ken McWilliams, Carol Ann Rogers, Jed Skillman, Sandy Palmer, and William Jewell. Also present was Nicole M Schell – Director of Planning.

M. Pittman 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. N. Schell will present the particulars on the project. The board will then go through a list of items to see if they meet the guidelines. M. Pittman added that at the end of each application, the board will vote.

4/22/2024 Minutes:

M. Pittman asked if everyone had a chance to read the minutes for the meeting on April 22, 2024, and had any corrections or additions.

K. McWilliams moved to approve the minutes. Seconded by H. Smith.

Roll Call:

M. Pittman	Approved
H. Smith	Approved
K. McWilliams	Approved
C. Rogers	Approved
J. Skillman	Approved
S. Palmer	Abstained

Minutes stand approved.

Applications:

1. Brian Marshall - C. of A. to build a 40-ft x 47-ft pole barn.
Location: 108 W 5th St (rear of 701-703 West St)
Zoned: Central Business District (CBD)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. Brian Marshall was present.

C. Rogers noted that the building does not match the homes being restored next door but is a utility building and thought it was acceptable. H. Smith asked about the materials of the siding. B. Marshall noted the front would be LP smart siding/stone and the rest would be metal. K. McWilliams asked if the applicant would be open to using LP smart siding on the entire structure. B. Marshall responded yes.

C. Rogers asked about if windows would be located on the sides. B. Marshall responded no. J. Skillman stated he would also like to see the same material on the front and at least 10-ft down the sides. B. Marshall stated he could do that. K. McWilliams stated he would still like to see the entire sides and front as the same material.

M. Pittman asked for public comment.

Judy Koehler, 414 Broadway St, asked a couple of questions and spoke against this application. J. Koehler summarized the work that had been completed within this area of the district and the future project on Fifth Street.

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J. Koehler asked the board to consider this work during their deliberations and the fact that this structure will be highly visible and that historic buildings typically don't have a double garage door facing the street. J. Koehler asked the board and applicant to table this decision and present a structure that fits better within the neighborhood.

Charles Henry, 419 E Second St, commented on the current design and stated he thought maybe a sliding door would be possible to make it look more like a carriage house. C. Rogers asked if that would be feasible. B. Marshall stated he could purchase a door with a carriage house design.

The board and applicant had further discussion about the area surrounding this project and the design of the structure. The idea of a false front to cover the gable was mentioned as well as increasing the pitch of the gable. M. Pittman asked the applicant if he'd like the board to table the application. B. Marshall responded yes.

M. Pittman asked for a motion. S. Palmer made the following motion, "I move that we table this application for a month."

Seconded by J. Skillman.

Roll Call:

M. Pittman	Approved
H. Smith	Approved
K. McWilliams	Approved
C. Rogers	Approved
J. Skillman	Approved
S. Palmer	Approved

The motion to table this application for a Certificate of Appropriateness was approved.

2. Mary Jo Harding – C. of A. to replace aluminum siding and trim with LP Smart siding and trim. Demolish the old front porch and build new covered porch.
 Location: 1112 W Main St
 Zoned: Medium Density Residential (R-8)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. Mary Jo Harding and Casey Jones (contractor) were present.

M. Harding noted that the concrete was cracked and needed to be removed. C. Jones stated the plan was to remove the existing pad and build a covered wooden porch. S. Palmer asked about the roof plan. C. Jones stated the porch would be an extension of the existing roof at the same pitch and height.

H. Smith presented the board and applicant a couple of covered porch styles noting that the proposed porch was more craftsman style. The applicant and contractor liked the siding gabled end porch presented by H. Smith. J. Skillman asked about the posts and stated that turned posts would be more appropriate. M. Harding and C. Jones agreed. B. Jewell noted he liked the sided gabled porch.

The application was amended to include a sided gabled end wood-covered porch with turned posts.

M. Pittman asked for public comment.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
26.0 NEW CONSTRUCTION – ADDITIONS	p. 103-108	<p><i>Madison Historic District Design Guidelines – 26.0 NEW CONSTRUCTION – ADDITIONS p. 103-108</i></p> <p>26.1 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.</p> <p>26.2 The overall proportions of a new addition should be compatible with the existing building in height, scale, size, and massing so as not to overpower it visually.</p> <p>26.3 The design elements of a new addition should be compatible with the existing building in terms of materials, style, color, roof forms, massing proportion and spacing of doors and windows, details, surface texture, and location.</p> <p>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.</p> <p>26.7 Rooflines of new additions should be similar in form, pitch, and eave height to the roofline of the original building.</p> <p><i>K. McWilliams – This project matches the guidelines.</i> <i>C. Rogers – I agree for the same reasons.</i> <i>S. Palmer – I agree for the same reasons.</i> <i>H. Smith – I agree for the same reasons.</i> <i>J. Skillman – I agree for the same reasons.</i> <i>B. Jewell - I agree for the same reasons.</i> <i>M. Pittman – I agree for the same reasons.</i></p>

M. Pittman asked for a motion. S. Palmer made the following motion, “Based on the preceding findings of fact, I move that the Madison Historic District Board of Review grant a certificate of appropriateness to Mary Jo Harding, for the addition of a front porch with turned post and sided-gable roof, at 1112 West Main Street.”

Seconded by H. Smith

Roll Call:

- M. Pittman Approved
- H. Smith Approved
- K. McWilliams Approved
- C. Rogers Approved
- J. Skillman Approved
- S. Palmer Approved

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

- 3. Charles Henry – C. of A. to replace 8 wood windows and storm windows with aluminum clad wood windows.
 Location: 419 E Second St
 Zoned: HISTORIC DISTRICT RESIDENTIAL (HDR)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. Charles Henry was present.

C. Henry noted the condition of the windows and storm windows. M. Pittman asked for clarification on the front windows. C. Henry stated the two upstairs would be the only ones replaced on the front. C. Rogers stated the other half of this duplex had 4/4 windows and therefore most of these windows are not original.

H. Smith stated for the record that she had discussed this application with the applicant and therefore would recuse herself from this application.

B. Jewell asked about the glass pattern of the new windows. C. Henry stated they would be 4/4 with two frosted glass ones in the bathrooms. K. McWilliams noted his objection to the frosted glass. C. Henry agreed to remove that part and maintain the clear glass.

M. Pittman asked for public comment.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
18.0 WINDOWS	p. 82-86	<p><i>Madison Historic District Design Guidelines</i> – 18.0 WINDOWS p. 82-86</p> <p>18.1 Retain and preserve historic windows including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings.</p> <p>18.2 Maintain existing historic windows where possible.</p> <p>18.3 Repair existing historic windows where possible, rather than replacing entire window units.</p> <p>18.4 Replace in kind, using replacement windows that match the existing historic elements as closely as possible.</p> <p>18.5 Use storm windows to improve energy efficiency where needed.</p> <p>18.7 New windows must match the originals in overall size and opening area and should have three dimensional muntins with either true divided lights (TDL) or simulated divided lights (SDL) which have three dimensional grilles on both the interior and exterior sides and a shadow bar between the panes.</p> <p><i>S. Palmer</i> – I don't think that this application meets the guidelines. However, it's been modified so that it does not include the lower ones in the front which are original. We are not compliant with guideline 18.1.</p> <p><i>K. McWilliams</i> – I don't think the applicant's application meets the guidelines. However, at least three of the windows are not original and I have no issue with using the clad windows as replacement windows, especially if there are 4/4.</p> <p><i>C. Rogers</i> – I have no problem with the front or with the sides, even though they do not meet the requirements. I agree that if he repairs them, he still can't open those, and there's just something to be able to open a window in your house. It doesn't meet the guidelines but I agree with K. McWilliams.</p>

Building Element	Guideline Page #	Discussion
18.0 WINDOWS	p. 82-86	<p><i>J. Skillman</i> – I agree that it doesn't meet the guidelines but he is kind of in a bind and has to do something with the windows.</p> <p><i>B. Jewell</i> – I think it's time that he has the chance to upgrade to the aluminum-clad windows. The windows are not original and I think it is a good idea.</p> <p><i>M. Pittman</i> – I agree that our guidelines are strict and are there for a reason. However, we got to be reasonable to reason and reasonable. So, the bottom line is that you're saving the two windows where people walk up on your porch and I'm glad you're doing that. I think the other windows will make a big difference in your home.</p>

M. Pittman asked for a motion. C. Rogers made the following motion, "Based on the preceding findings of fact, I move that even though this application does not agree with the guidelines that we allow him to replace the front windows to match the other side and to replace all of those damaged windows on the side with aluminum clad wood windows. He will maintain the windows on the front porch. This will be issued to Charles and Nannette Henry at 419 E Second St."

Seconded by K. McWilliams.

Roll Call:

- M. Pittman Approved
- H. Smith Abstained
- K. McWilliams Approved
- C. Rogers Approved
- J. Skillman Approved
- S. Palmer Approved

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

New/Old Business:

M. Pittman asked about the executive session requested in a past meeting. N. Schell stated she would reach back out to the city's attorney.

J. Skillman asked about the possibility of holding a workshop meeting for training purposes. S. Palmer agreed.

Staff Report:

May 2024 Fast-Track Applications

Applicant	Address	COA
Jae Wood	112 E Main St	sign
Springdale Cemetery	602 W Fifth St	doors; storm windows; gutters
Children's Advocacy Center of Southeast Indiana	601 West St	sign

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May 2023 COA Review

Applicant	Address	COA	Completion Status
Scudder, Devin	835 W. Main St.	double door on the rear	Yes
Huy, Cheryl	502 E. Second St.	windows, door, shutters	Yes
Erlwein, Regina	929 W. Second St.	deck	Yes
Helton, Arliss	1108 W. Main St.	roof	No
McCue, Steven	910 W. First St.	new residential structure	Yes
Oliver, Jack	411 E. First St.	accessibility ramp	In Progress
Miller, Dean	721 W. First St.	accessory building	Yes
Hollinger, Suzanne	310 Broadway St	faux balcony	Yes

C. Rogers made a motion to adjourn the meeting – seconded by S. Palmer.

Meeting adjourned at 6:52 p.m.

BY ORDER OF THE MADISON CITY HISTORIC DISTRICT BOARD OF REVIEW

 Mike Pittman, Chairman

 Nicole M Schell, Director of Planning