

HISTORIC DISTRICT BOARD OF REVIEW

Minutes

December 18, 2023

The Madison City Historic District Board of Review held the regularly scheduled meeting on Monday, December 18, 2023 at 5:30 p.m. at 101 W. Main Street. Josh Wilber presided over the meeting with the following members present: Owen McCall, Carol Ann Rogers, Ken McWilliams, and Sandy Palmer. Also present was Nicole M Schell – Director of Planning.

J. Wilber 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. J. Wilber added that at the end of each application the board will vote.

11/27/2023 Minutes:

J. Wilber asked if everyone had a chance to read the minutes for the meeting for November 27, 2023 and had any corrections or additions.

S. Palmer moved to approve the minutes. Seconded by K. McWilliams.

Roll Call:

J. Wilber Approved

O. McCall Approved

C. Rogers Approved

S. Palmer Approved

K. McWilliams Approved

Minutes stand approved.

Applications:

1. Brian Guetig – C. of A. to remove the existing enclosed back porch and replace it with a larger addition. Construct an 18-ft x 18-ft open-sided carport located on the north side of the property.

Location: 805 E Second St Zoned: Historic District Residential (HDR)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. Brian Guetig was not present but appear at the end of the meeting.

J. Wilber asked about the project beginning before a permit. B. Guetig noted that the rear porch was removed due to condition. The plan was to build a new addition in its place with proper foundation.

K. McWilliams asked about the dimensions of the replacement addition. B. Guetig stated it would be single story 17-ft by 10-ft addition. J. Wilber noted the dimensions of the carport were 18-ft by 18-ft. S. Palmer asked about windows. B. Guetig stated there would be at least one window of either wood or wood encased with aluminum. J. Wilber asked about the size of the window. B. Guetig stated the window would likely be 36-in x 18-in.

S. Palmer asked if the addition would have any doors. B. Guetig stated there would be one exterior door. J. Wilber asked if the door would be fiberglass. B. Guetig stated they would like to use a steel door.

J. Wilber asked for public comment and noted none.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
24.0 NEW CONSTRUCTION OUTBUILDINGS 26.0 NEW CONSTRUCTION ADDITIONS	101-102 106-108	<p><i>S. Palmer</i> – The design of the new garages and other accessory buildings should be compatible with the dwelling. I think that new garages and accessory buildings are appropriately on the lot. You've got setbacks in conformance. Maintain proportional mass and size. The material used for the new garages and outbuildings reflects the historical development of the property and you are using wood. And that it seems to meet that one. Carport should be located at the rear, which this is. Overall proportion of the new addition should be compatible, which it is. Design elements should be compatible, and you say you're using appropriate materials. And rooflines the new addition should be similar in form and height. They are. So, I think that you are in conformance with the guidelines that we have.</p> <p><i>C. Rogers</i> – I agree for the same reasons. <i>O. McCall</i> – I agree for the same reasons. <i>K. McWilliams</i> – I agree for the same reasons.</p> <p><i>J. Wilber</i> – I'm having trouble because I, because not seeing your actual architectural drawings. It makes me really nervous because we have been burned on that a few times that I've been on the board. I think because the rest of the board feels comfortable with it, I'm not going to not feel comfortable. But I will tell you that you absolutely will need to come in and talk to the staff about the materials you're putting on so that they meet the guidelines. So they'll have to be within the guidelines.</p>

J. Wilber 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 approve a certificate of appropriateness to Brian Goodrich at for the construction at 805 East second Street for the addition of a 17 by ten foot single story addition, with wood or aluminum clad windows one over one and one exterior door of steel or fiberglass. The addition will have asphalt shingles roof. And the carport with materials that will meet the guidelines."

Seconded by C. Rogers.

Roll Call:

- S. Palmer Approved
- J. Wilber Approved
- O. McCall Approved
- C. Rogers Approved
- K. McWilliams Approved

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

2. Julia Clayton – C. of A. to replace the wood front porch with concrete, remove and replace the east-side step with larger steps. Replace the existing doors with fiberglass doors and replace the existing wood and aluminum windows with vinyl-clad windows.
 Location: 701 Presbyterian Ave Zoned: Historic District Residential (HDR)

N. Schnell showed photos provided by the applicant and explained the changes proposed by the applicant. Julia Clayton was present.

J. Clayton noted that many of the windows do not function or are storm windows without windows behind them. J. Wilber asked for clarification of the material and age of the windows. J. Clayton stated they are wood, but she did not think they were original because they didn't have the pulley system.

J. Clayton stated that she didn't realize she needed approval before removing the porch. It was dangerous due to rot. The new porch would be made of concrete with an iron rail. J. Clayton noted that the porch would be about 6-ft wide with steps leading off the side to the sidewalk.

K. McWilliams asked about the fit of the windows because the description provided from the window manufacturer listed seal extenders. J. Clayton stated the windows would be the same size as the existing windows.

J. Clayton described the proposed and existing doors stating she would be replacing three doors. Two of the doors would be single pane and the rear door would have a 9 pane half window.

J. Wilber asked for public comment and noted none.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
9.0 DOORS & ENTRANCES	59-61	C. Rogers – She is not replacing historic doors but the proposed doors are an appropriate material since she is using fiberglass. The porch removed was in bad shape and the height is consistent with the adjacent dwellings. The existing windows are not historic. The replacement windows will be the same size and opening. I believe her application fits the guidelines.
14.0 PORCHES	68-70	O. McCall – I do not feel that this is consistent with the guidelines because of the vinyl windows.
18.0 WINDOWS	82-86	K. McWilliams – I agree with Carol Ann for the same reasons. S. Palmer – I agree with Owen that vinyl windows are not part of our guidelines. The windows you are replacing are not historic so I think it is in conformance with the guidelines. J. Wilber – We have approved vinyl windows for other applications. Owen makes a good point however the problem with this home is that it has a lot of different materials. You are trying to put things in that are consistent with the home. I commend you on the porch as it is the right porch for this home and will be closer to the original porch, which was probably stone. Based on that, I think you are trying to meet the guidelines.

J. Wilber asked for a motion. K. McWilliams made the following motion, "Based on the preceding findings of fact, I move that the Madison Historic District Board of Review grant the Certificate of Appropriateness to Julie Clayton at 701 Presbyterian Avenue to replace the wood front porch that's gone with concrete, remove and replace the east step with larger steps, replace the existing doors with fiberglass doors, and replace the existing windows with vinyl windows."

Seconded by C. Rogers.

Roll Call:

- S. Palmer Approved
- J. Wilber Approved
- O. McCall Disapproved
- C. Rogers Approved

K. McWilliams Approved

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

3. William Jewell – C. of A. to demolish the 1950s addition on the west side. Construct an 18-ft x 26-ft garage attached to the structure.
 Location: 601 Walnut St Zoned: Historic District Residential (HDR)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. William Jewell was present.

W. Jewell mentioned his application included a privacy fence in the side yard. N. Schell noted that would be reviewed by staff. K. McWilliams voiced objections to the fence.

J. Wilber asked about the size of the garage. W. Jewell confirmed it was a different size than the current addition. The addition is 15-ft x 12-ft and the garage will be 18-ft x 26-ft.

J. Wilber asked for public comment and noted none.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
24.0 NEW CONSTRUCTION OUTBUILDINGS	101-102	<i>O. McCall</i> – The design of new garages and other accessory buildings should be compatible with the dwellings and the historic district. I would say this is compatible. Site new garages and accessory buildings appropriately on the lot, which I would say this is sited appropriately. Outbuilding should maintain proportional mass, size, and height to ensure it is not taller or wider than the principal building on the lot, which it is not. Material is used for news garage, new garage and outbuildings should reflect the historical development of the property. His siding is going to be consistent with the siding already on the rest of the structure, so I'd say that is satisfied. Generally, the eaves and roof ridge of any new outbuildings should not be higher than those of the existing primary building. And it is not. Metal garage doors with panel design may be appropriate. That's what we have here. Double garages, two single garage doors rather than one larger double door should be installed. This is not a double garage. It's one and a half. Therefore, a single door is consistent with the guidelines. locate the new additions at the rear. That's where this is. I guess you're demolishing what's there, but that's not historic, so it's appropriate. I believe this project is consistent with the guidelines. <i>K. McWilliams</i> – I agree for the same reasons. <i>S. Palmer</i> – I agree for the same reasons. <i>C. Rogers</i> – I agree for the same reasons. <i>J. Wilber</i> – I agree for the same reasons.
26.0 NEW CONSTRUCTION ADDITIONS	106-108	
32.0 DEMOLITION	116-117	

J. Wilber asked for a motion. O. McCall 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 William Jewell for the proposed new attached garage to be replacing a non-historic smaller addition on the west side of the structure, located at 601 Walnut Street."

Seconded by K. McWilliams.

Roll Call:

S. Palmer Approved

- J. Wilber Approved
- O. McCall Approved
- C. Rogers Approved
- K. McWilliams Approved

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

- 4. Rodney Pettit – C. of A. to replace the round columns with square columns.
 Location: 723-725 W Third St Zoned: Historic District Residential (HDR)

N. Schell showed photos provided by the applicant and explained the changes proposed by the applicant. Rodney Pettit was present. N. Schell noted that staff had approved LP Smart siding on this structure.

O. McCall asked about the column finish. R. Pettit stated it would be raw wood as shown in the sample photo. S. Palmer asked about the steps. R. Pettit stated the entire porch would be removed and rebuilt to match the existing design. S. Palmer asked about the condition of the posts. R. Pettit stated they were rotten.

O. McCall asked about the railing material. R. Pettit stated he might use iron railings. N. Schell noted that was not part of the application, but the applicant could amend it to add the railings. R. Pettit stated he would continue to with round wood railings as they currently exist.

S. Palmer asked about the porch roof. R. Pettit stated that would stay the same design.

J. Wilber asked for public comment and noted none.

Certificate of Appropriateness Findings of Fact Worksheet

Building Element	Guideline Page #	Discussion
14.0 PORCHES	68-70	<p><i>K. McWilliams</i> – Maintain historic porch features and components and repair rather than replace. But I think we all have been able to see it needs to be replaced. Replace in kind, using appropriate materials. And you're doing that. You're not making a false historical appearance. Your use of architectural details and ornamentation that are compatible with your style. So, I think this project meets the guidelines.</p> <p><i>S. Palmer</i> – I agree for the same reasons.</p> <p><i>C. Rogers</i> – I agree for the same reasons.</p> <p><i>O. McCall</i> – I agree for the same reasons.</p> <p><i>J. Wilber</i> – I agree for the same reasons.</p>

J. Wilber asked for a motion. K. McWilliams made the following motion, "Based on the preceding findings of fact, I move that Madison Historic District Board of Review grant a certificate of appropriateness to Rodney Pettit for the project at 723-725 West Third Street."

Seconded by O. McCall

Roll Call:

- S. Palmer Approved
- J. Wilber Approved
- O. McCall Approved

C. Rogers Approved
 K. McWilliams Approved

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

5. Sankalp Pamattiwar – C. of A. to remove a side door and replace with a window.
 Location: 515 West St Zoned: Central Business District (CBD)

This application was withdrawn by staff prior to the meeting due to lack of visibility.

6. Sankalp Pamattiwar – C. of A. to remove a side door and replace with a window.
 Location: 513 West St Zoned: Central Business District (CBD)

This application was deemed incomplete due to the notification signs not being posted as required. It was moved to the next agenda.

Old/New Business:

No old or new business.

Staff Report:

December 2023 Fast-Track Applications

Applicant	Address	COA
Burdette, Gary	705 E Second St	roof
Pettit, Rodney	723-725 W Third St	siding
Rutherford, Kathryn	423 W Main St.	doors
Murphy, Scott	1205 W Main St	Roof
Riley, Elizabeth	605 W Main St.	Lights

December 2022 COA Review

Applicant	Address	COA	Completion Status
Martin, Linda	128 Mulberry St.	addition	Done
Lauk, Tim & Sandra	902 W. Second St.	porch, addition, infill building	In progress
Welch, Roger	124 W. Fifth St.	dormers	Done
Binzer, Martha	602 E. Second St.	fence	Done
Hizey, Steward	768 W. Third St.	windows	Done

O. McCall made a motion to adjourn the meeting – seconded by J. Wilber.

Meeting adjourned at 6:26 p.m.

BY ORDER OF THE MADISON CITY HISTORIC DISTRICT BOARD OF REVIEW


 Josh Wilber, Chairman



Nicole M Schell, Director of Planning