

**Madison Station Historic Preservation Commission  
Minutes of the May 9, 2018 Regular Meeting**

The meeting convened in the Madison Municipal Complex, Planning and Building Conference Room, 100 Hughes Road, Madison, Alabama 35758. Commission Chairman Charles Nola called the meeting to order at 5:30 p.m.

**In Attendance:**

**Commission Members**

Charles Nola, Chairman	Present
Dennis Vaughn, Vice-Chairman	Present
Jeanne Steadman, Historic Liaison	Present
Elbert Balch	Present
Larry Anderson	Present
Cindi Sanderson	Present
Cindy Sensenberger	Absent
Councilmember Gerald Clark	Present

**City Staff Present**

Sherri Williams, Assistant Planner and Board Secretary

**Registered Public Attendees**

No members of the public were registered.

**Public Comment**

Chairman Nola opened the floor to public comment for non-agenda items. There being no public comment, Chairman Nola closed the floor to public comment.

**Approval of minutes**

Chairman Nola asked Commission members for suggested changes or corrections to the draft minutes of the April 11, 2018 Regular Meeting. There being no corrections Chairman Nola called for a motion:

**Motion:** Mr. Vaughn moved to approve minutes of the April 11, 2018 Regular Meeting, as written. Mrs. Sanderson seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Aye
Charles Nola	Aye
Cindi Sanderson	Aye
Cindy Sensenberger	Absent
Jeanne Steadman	Abstain

**Motion Carried.**

*Chairman Nola stated that the order of business would be changed, in order to give the applicant more time to arrive.*

**Other Items for Discussion**  
(Commission members and City staff)

1. Board Secretary Sherri Williams stated that City Staff discovered a potential conflict that had not been previously disclosed. Out of an abundance of caution, the City Attorney recommends new motions and votes for case number 2017-COA-003, which was discussed and voted on at three separate meetings in June and July 2017. Councilmember Clark, Commission members and City Staff discussed when a member should recuse themselves and the difference in recusal and abstention. Sherri Williams stated that at future meetings the Chair or Recording Secretary will request that members with a conflict of interest extricate themselves from the hearing room prior to the discussion of the respective application for certificate of appropriateness or other matters requiring a vote.

- a. *2017-COA-009 – June 14, 2017 Review - Estate of Marion Anderson (Walt Anderson), 112 Main Street, Brick removal, addition of windows, fire escape and doors to rear elevation*

**Motion:** Mr. Vaughn moved to approve case number 2017-COA-009, 112 Main Street, the newly installed windows, as they exist and with the addition of sills that have the appearance of the original concrete sills, and that the arch above the doorframe on the south elevation is to be inserted to maintain the previous appearance of the building. Mrs. Steadman seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Abstain
Charles Nola	Aye
Cindi Sanderson	Abstain
Cindy Sensenberger	Absent
Jeanne Steadman	Aye

**Motion Carried.**

- b. 2017-COA-009 – July 12, 2017 Review - Estate of Marion Anderson (Walt Anderson), 112 Main Street, fire escape and doors to rear elevation (application received after agenda posted)*

**Motion:** Mrs. Steadman moved to amend the minutes of the July 12, 2017 Regular Meeting, regarding case number 2017-COA-009, by striking Cindy Sensenberger’s vote from the final vote. Mr. Balch seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Abstain
Charles Nola	Aye
Cindi Sanderson	Aye
Cindy Sensenberger	Absent
Jeanne Steadman	Aye

**Motion Carried.**

- c. 2017-COA-009 – July 26, 2017 Review - Estate of Marion Anderson (Walt Anderson), 112 Main Street, Exterior Doors, Style, Materials and Paint Colors*

**Motion:** Mrs. Steadman moved to amend the minutes of the July 26, 2017 Regular Meeting, regarding case number 2017-COA-009, by striking Cindy Sensenberger’s vote from the final vote. Mr. Balch seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Abstain
Charles Nola	Aye
Cindi Sanderson	Aye
Cindy Sensenberger	Absent
Jeanne Steadman	Aye

**Motion Carried.**

2. Sherri Williams stated that the Baptist Church submitted a site plan for review by the Technical Review Committee. One of the requirements for site plan approval, is that the Baptist Church receive a Certificate of Appropriateness from the Historic Commission. When the Baptist Church presented its request in 2017, they asked for Conceptual Review and Approval, because they were unsure if the Technical Review Committee would require changes that would be contradictory to the COA. Sherri Williams showed the members the site plan that the Technical Review Committee is prepared to approve and compared it to the plan presented to the HPC in 2017. Since there were no changes, members agreed to approve the final Certificate of Appropriateness.

**Motion:** Mr. Vaughn moved to approve case number 2017-COA-019 as presented, for final Certificate of Appropriateness. Mrs. Steadman seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Aye
Charles Nola	Aye
Cindi Sanderson	Aye
Cindy Sensenberger	Absent
Jeanne Steadman	Aye

**Motion Carried.**

**Applications for Certificates of Appropriateness**

*The following Applications for Certificates of Appropriateness were presented for public review but not for public hearing or comment.*

1. *2018-COA-003 – 20 Martin Street, Addition of new ground sign*

In the absence of the applicant, Commission members and staff reviewed and discussed the proposed ground sign. The members asked that Sherri Williams provide the following comments to the applicant, based on the adopted Design Review Guidelines.

1. The sign face appears out of scale with the building/too large.
2. The overall design of the signage and mounting framework should relate to the design of the building. The building at 20 Martin Street is craftsman-style. Framing for the sign, in a style similar to the porch columns, would be appropriate.
3. Additional information required for review include,
  - a. Material of the sign face
  - b. Materials of the framing and/or monument structure

- c. Dimensions of the sign face
- d. Dimensions of the framing and/or monument structure

**Motion:** Mr. Anderson moved to table until the next meeting, case number 2018-COA-003, 20 Martin Street, addition of new ground sign. Mr. Vaughn seconded the motion and the vote was as follows:

**Final Vote:**

Elbert Balch	Aye
Dennis Vaughn	Aye
Larry Anderson	Aye
Charles Nola	Aye
Cindi Sanderson	Aye
Cindy Sensenberger	Absent
Jeanne Steadman	Aye

**Motion Carried.**

Regarding signage guidelines, Mrs. Steadman suggested that members agree to research signage in other historic districts for discussion at a future meeting. Chairman Nola, Franklin, Tennessee; Mrs. Steadman, Auburn, Alabama; Mr. Balch, Athens, Alabama; Mr. Vaughn, Decatur, Alabama and Mrs. Sanderson, Florence, Alabama.

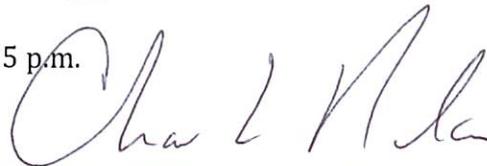
**Other Business**  
(Members of the Public)

Chairman Nola opened the floor to members of the public having other business to bring before the Commission. There being none, Chairman Nola closed the floor.

There being no other items for discussion, Chairman Nola closed the floor.

**Adjournment**

Chairman Nola adjourned the meeting at 7:15 p.m.



Approved: Charles Nola, Chairman  
Madison Station Historic Preservation Commission



Attest: Sherri Williams, Board Secretary