

PROJECT BRIEF

Historic District Board of Review Application for Certificate of Appropriateness at 214 W. Second St. to: amend previous COA to replace existing door on the west side of the front of home with a window and trim to match other existing windows on front of home.

Application Date: November 30, 2022  
HDBR Meeting Date: January 23, 2023



**Project Description:**  
Certificate of Appropriateness application to amend previous COA to replace existing door on the west side of the front of home with a window and trim to match other existing windows on front of home.

<b>Current Zoning:</b>	<b>Project Location:</b>
Historic District Residential (HDR)	214 W. Second St.

<b>Applicant:</b>	<b>Owner:</b>
Chris & Gina Lynn	Same
214 W. Second St.	
Madison, IN 47250	

**Supporting Documents:**  
COA application  
Photos of property  
Copy of HDBR meeting public sign  
NHL survey sheet  
GIS map

Date	c. 1870
Style	Italianate Duplex
Evaluation	Contributing
Survey Notes	

Alterations, Historical Information, & Prior Approvals:

Alterations:  
N/A

#### Historical Information/Misc. Important Information:

The west front door was replaced without an amended COA approval & non-conforming to the 2021 COA approval.

#### Prior COA Approvals:

2021 – Add trim and surround to eastern front door; replace west front door to make it appear more similar to a window than door

### Guidelines, Standards, & Ordinances

#### HDBR Guidelines:

*Madison Historic District Design Guidelines* – 9.0 Doors p. 59-61

Doors and entrances are a major focal point on a primary façade of a building. It is important to preserve all elements of a historic entrance, including the original door and transoms, sidelights and decorative surrounds. Original doors found in the historic district typically are paneled wood design or with a large single glass light depending on the architectural style and period of construction. Original doors should be maintained, repaired when necessary, and preserved. Doors help to define a building's style and period of construction. The historic features that accent doors, such as brackets and hoods, pilasters, moldings, sidelights, fanlights, transoms, and hardware, are all significant in their own right and contribute to the overall appearance of the building. Historic doors should be retained and preserved.

9.1 Retain and preserve original doors and entrances.

9.2 Maintain and preserve original doors and entrances. Retain historic entrance features including decorative and functional aspects such as original jambs, sills, and headers of openings. Retain original primary doors on the main façade, as they contribute to a building's historic appearance. It is not appropriate to infill or cover historic door openings on primary facades or readily visible elevations.

9.3 Repair deteriorated or damaged historic doors consistent with historic materials. The repair of historic doors should be undertaken with methods to retain their historic fabric and appearance as much as possible. Use epoxy to strengthen deteriorated wood.

9.4 Do not enclose or conceal an original door opening on the primary façade or an elevation readily visible from the public right-of-way.

#### Conformance with Guidelines, Ordinance & Standards:

The project is *not in* conformance with Doors guidelines because although the historic frame structure remains in place, the removal of the front door greatly alters the original architectural character of the structure's duplex design; is *not in* conformance with Windows guidelines because windows should not be added to the primary façade; is *not in* conformance with the ordinance because the change from a door to a window on the front façade does not retain the proper proportion or rhythm of openings for the original duplex design; is *not in* conformance with SIS for rehabilitation because it noticeably changes the spatial relationship of the front facade.

#### Ordinance:

151.34 Visual Compatibility Factors

(F) Rhythm of entrance or porch projection. The relationship of entrances and porch projections to sidewalks of buildings, squares, and places shall be visually compatible to the buildings to which it is visually related.

## Standards for Rehabilitation

- Preservation Brief:

## Think GIS Map





## Application for Certificate of Appropriateness

City of Madison  
Office of Planning, Preservation, & Design  
101 W Main St  
Madison, IN 47250  
(812) 265-8300

Application Fee\* \$ 15.00  
Sign Fee \$ 2.00 per street

\*Application fee only applicable for HDBR Review. Check with staff before submitting payment.

Purpose: All exterior changes visible from the public right-of-way (streets/alleys) within the Madison Historic District requires a Certificate of Appropriateness (COA). Applications must be complete before the HDBR or Staff can begin the review process. Submit this application form, all supplemental documentation as required, and the application fee if applicable.

This application must be filed at least 15 days prior to scheduled meeting to be eligible for consideration at that meeting. Actual deadlines vary due to holidays, office business hours and operating schedule, media publishing deadlines, etc. Deadlines are published publicly and can also be provided by contacting the Planning Office.

### APPLICANT INFORMATION

Name: Gina + Chris Lynn  
Street: 214 W 2nd St  
City: Madison State: IN Zip: 47250  
Phone (Preferred): 678-596-8244  
Phone (Alternate): 404-405-3712  
Email: Lynn-gina@comcast.net

### OWNER INFORMATION (IF DIFFERENT\*)

Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone (Preferred): \_\_\_\_\_  
Phone (Alternate): \_\_\_\_\_  
Email: \_\_\_\_\_

\* If Applicant is not Owner, MUST submit documentation from owner authorizing applicant on their behalf.

### PROPERTY FOR WHICH THE WORK IS REQUESTED

Address and/or Legal Description of Property: 214 W 2nd St

Zoning Classification: \_\_\_\_\_

Type of Project (Check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> New Building          | <input checked="" type="checkbox"/> Restoration, Rehabilitation, or Remodel |
| <input type="checkbox"/> Addition to Building  | <input type="checkbox"/> Fence or Wall                                      |
| <input type="checkbox"/> Relocating a Building | <input type="checkbox"/> Sign   |
| <input type="checkbox"/> Demolition            | <input type="checkbox"/> Other: _____                                       |

Description of Existing Use: \_\_\_\_\_

Description of Proposed Use: Single family home - no longer duplex interior

Name of Contractor (If applicable): Brian Martin

Per the City of Madison Historic District Ordinance, an application must include the following in addition to the usual material required for a building permit at the time of application. For site plans all four (4) setbacks from property line MUST be labeled. Only one (1) copy of each supporting document is necessary.

**Repair, Replace, or Repair/Replace:**

- ☒ Structure Plan - Elevations (Only required if making changes to openings or adding/removing features)
- ☐ Site Plan MUST have all four (4) setbacks labeled. (Only if changing footprint)
- ☒ Photographs (current/proposed) with captions
- ☐ Samples/brochures

**New Buildings and New Additions:**

- ☐ Structure Plan - Elevations (Only required if making changes to openings or adding/removing features)
- ☐ Site Plan MUST have all four (4) setbacks labeled.
- ☐ Floor Plan
- ☐ Photographs of proposed site and adjoining properties with captions
- ☐ Samples/brochures

**Sign and Fence/Walls:**

- ☐ Photograph of Existing with captions
- ☐ Sketches/Photo of proposed
- ☐ Samples/brochures
- ☐ COA Addendum

**Moving Buildings:**

- ☐ Map showing existing location
- ☐ Map showing proposed location
- ☐ Photographs of structure with captions

**Demolition:**

- ☐ Photographs with captions

Provide a detailed Narrative statement describing the proposed scope of work. If the project includes more than one type of project, please divide the description into sections.

An Application for Certificate of Appropriateness was previously submitted & processed on 4/22/2021 to 1. Replace existing door with a new door. A picture was provided of the concept to create a window matching the other front windows & build a door around it. Our contractor & carpenter, both from Madison, worked to create the new door based on that design. We left the actual design to them as we are not familiar w/ guidelines. The door threshold is still intact, as we understood no changes could be made to openings. Should we sell the house the new door can be removed & we have kept the old door so it can be replaced in the future as needed.

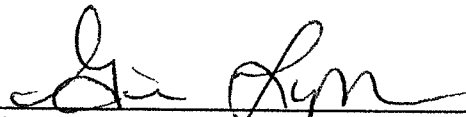
**Include a list of existing and proposed materials for each applicable category.**

Check all that apply	Building Element	Guideline Page #	Approval Types	Existing Material	Proposed Material
	Additions	Commercial: 62-63 Residential: 68	HDBR		
	Awnings	Commercial: 34-35 Residential: 35	STAFF		
	Brickwork/Masonry	Commercial: 36-39 Residential: 36 - 37	HDBR/STAFF		
	Chimneys	Commercial: -- Residential: 38	HDBR/STAFF		
	Deck	Commercial: 60 Residential: 64	HDBR/STAFF		
	Demolition	Commercial: 71-72 Residential: 80-81	HDBR		
	Doors & Entrances	Commercial: 40-42 Residential: 39-42	HDBR/STAFF		
	Fences and Walls	Commercial: -- Residential: 73	STAFF		
	Fire Escapes & Staircases	Commercial: 43 Residential: 43	HDBR/STAFF		
	Foundations	Commercial: -- Residential: 44	STAFF		
	Garages & Outbuildings	Commercial: -- Residential: 45	HDBR/STAFF		
	Gutters & Downspouts	Commercial: 44 Residential: 46	STAFF		
	Infill Buildings and New Construction	Commercial: 64-66 Residential: 69-71	HDBR		
	Lighting	Commercial: 45 Residential: 47	STAFF		
	Pools, Fountains, Gazebos and Pergolas	Commercial: -- Residential: 75	STAFF		
	Porch Columns & Railings	Commercial: -- Residential: 51-52	HDBR/STAFF		
	Porches	Commercial: -- Residential: 49-50	HDBR/STAFF		
	Ramps and Lifts	Commercial: 61 Residential: 65-67	HDBR/STAFF		
	Roofs	Commercial: 47 Residential: 53-54	HDBR/STAFF		
	Shutters	Commercial: -- Residential: 55	HDBR/STAFF		
	Siding	Commercial: -- Residential: 56-58	HDBR/STAFF		
	Signs	Commercial: 48-51 Residential: 59	STAFF		
	Storefronts	Commercial: 52-55 Residential: --	HDBR/STAFF		
	Storm Doors and Storm Windows	Commercial: 40-42, 56-59 Residential: 39 - 42, 60 - 63	STAFF		
	Utilities	Commercial: 70 Residential: 78	STAFF		
	Windows	Commercial: 56-59 Residential: 60-63	HDBR/STAFF		
	Other: _____		HDBR/STAFF		

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

- I understand that the approval of this application by City Staff or the HDBR does not constitute approval of other federal, state, or local permit applications.
- I understand that I (or my representative) will need to attend the HDBR Hearing. If no representation is present at the meeting, the application will be deemed incomplete and will be placed on the next month's agenda.
- I have reviewed the City of Madison's "Historic District Guidelines" in preparing this Application.
- I understand that I must post the notification sign(s) provided by the HDBR on site for 15 consecutive days immediately prior to the meeting on which my application will be heard by the HDBR.

11-30-22  
Date

  
Signature of Applicant

**Documentation Review** (Completed by Planning Office)

- \_\_\_\_\_ Owner Authorization provided (if req'd)
- \_\_\_\_\_ Site plan is adequate
- \_\_\_\_\_ Application is complete
- \_\_\_\_\_ Required supporting documents are provided
- \_\_\_\_\_ COA Addendum (if req'd)
- \_\_\_\_\_ Notification Sign given to applicant

**Staff Notes**


**COMPLETED BY PLANNING OFFICE**

Application Accepted on: \_\_\_\_\_

Application Accepted by: \_\_\_\_\_

Application to be Reviewed by:

- ☐ HDBR
- ☐ STAFF

**Meeting Information: Historic District Board of Review**

101 W Main St, Madison, IN 47250 – Council Chambers

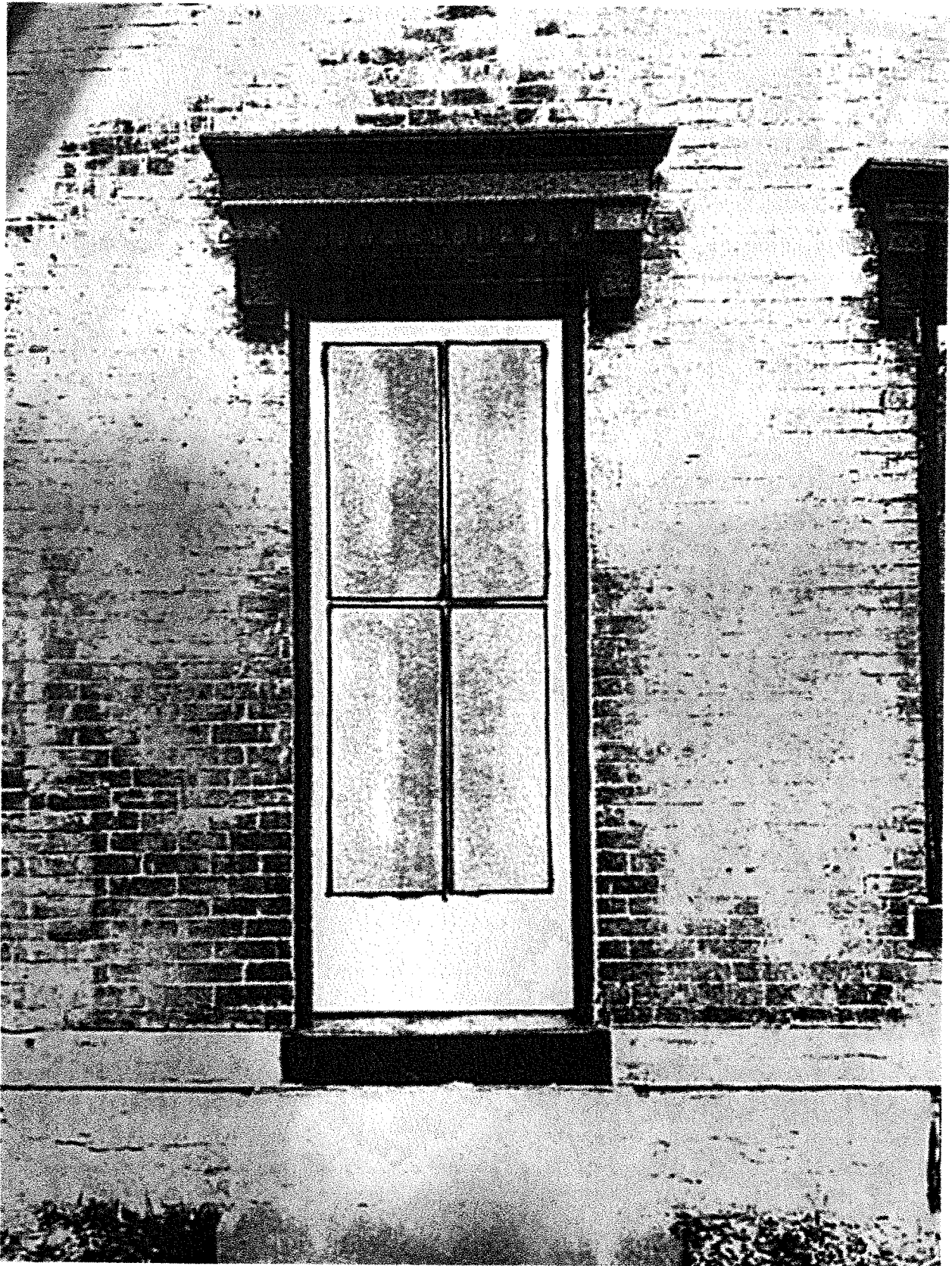
Meeting Date: \_\_\_\_\_ Time: 5:30PM

**Action on Application:**

- ☐ HDBR/STAFF COA issued
- ☐ HDBR Extended
- ☐ HDBR/STAFF COA denied
- ☐ Sent to HDBR by Staff

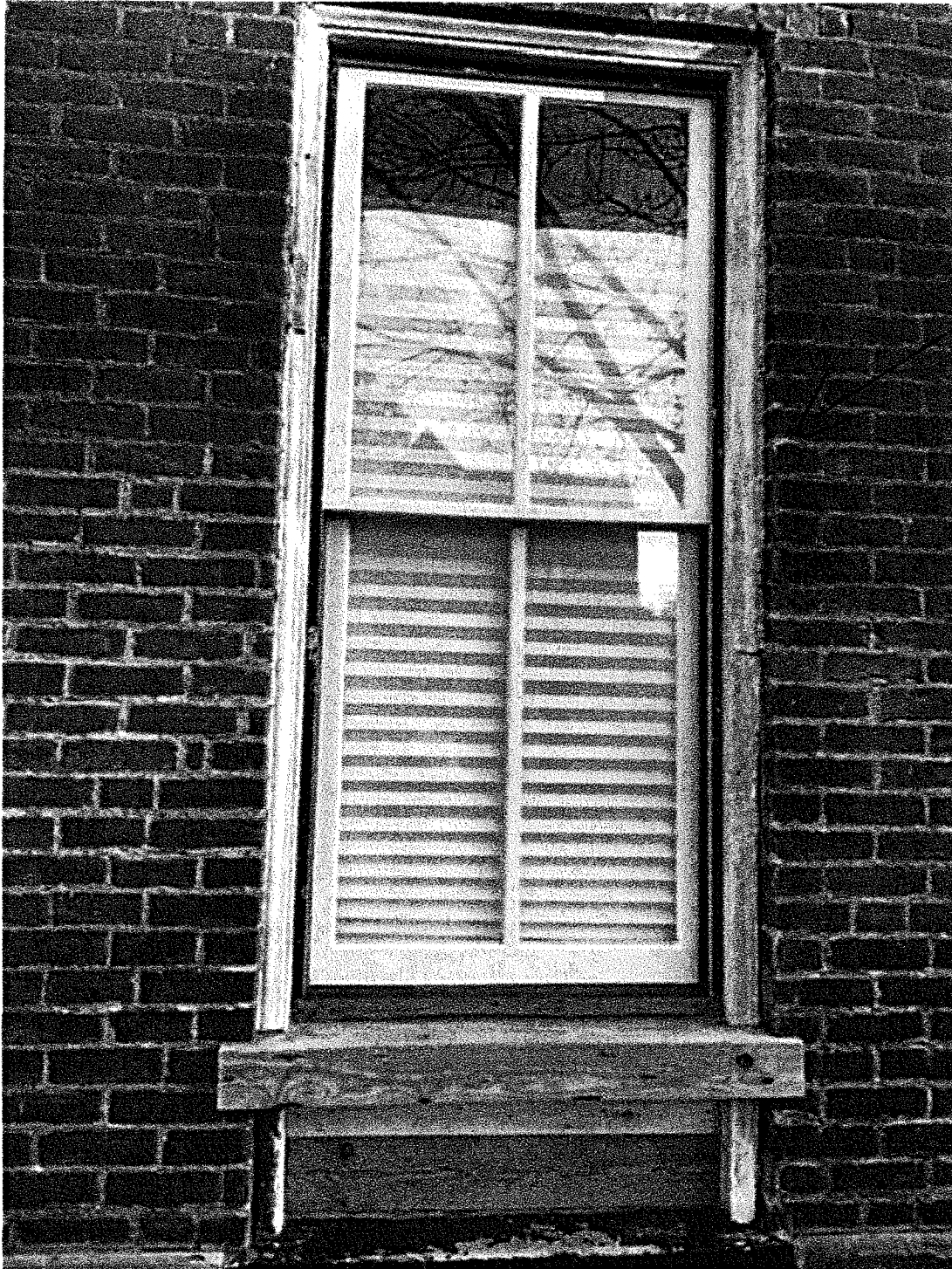


This is the rendering provided in the original request back in 2021.



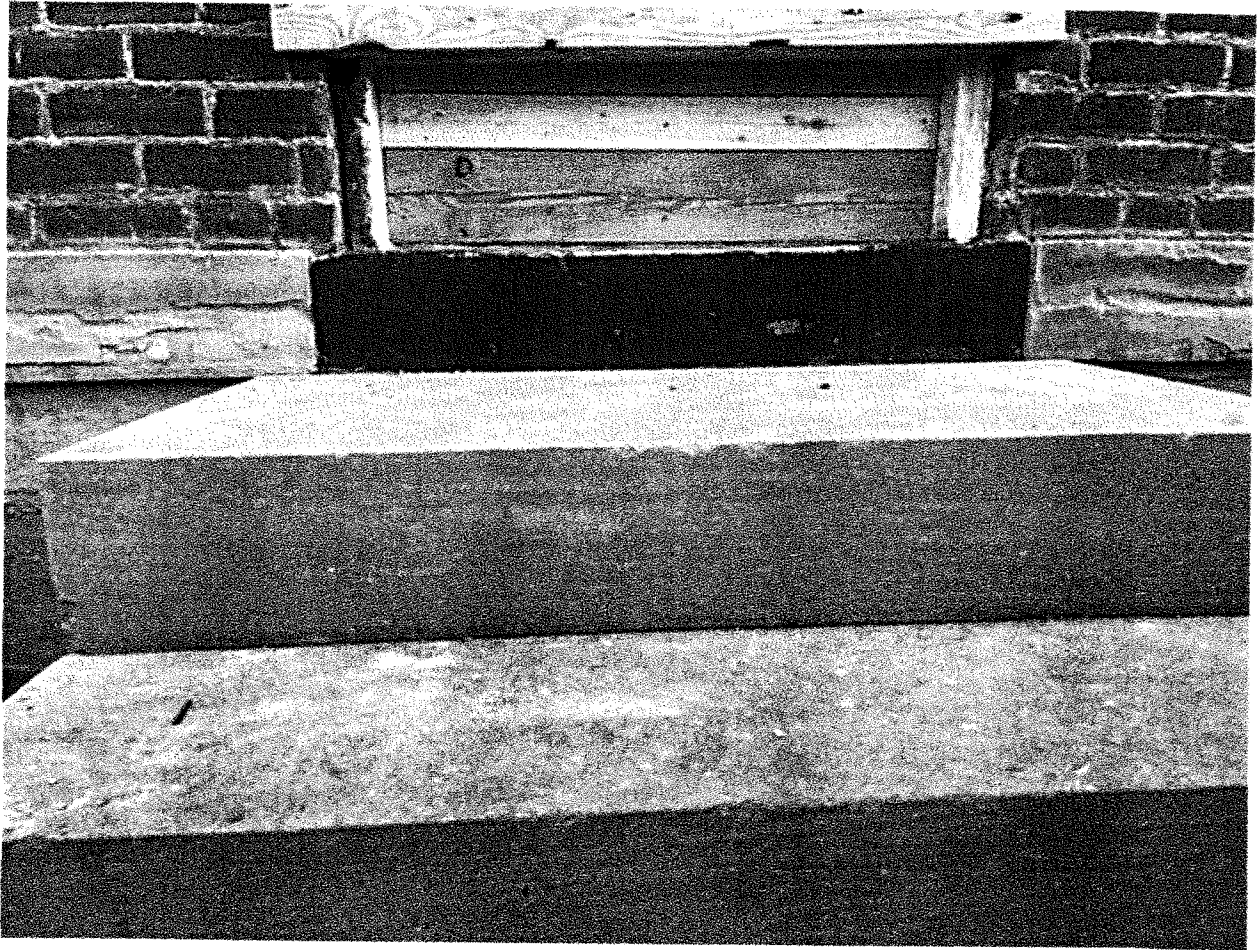


Here is the front of the home today. The door is not yet complete. A panel will be inserted across the lower half and will be painted white like the rest of the door. It will appear as one piece.



non-forensic  
window

This section will be a solid wood panel and painted white like the other trim.. The door jam is in place around the entire door as well as the bottom molding so it can be restored to a working door as needed. We will keep the original door as well so it can be re-installed.



## MADISON HISTORIC DISTRICT BOARD OF REVIEW CERTIFICATE OF APPROPRIATENESS

The Madison Historic District Board of Review at a meeting on: April 26, 2021 reviewed the application of: Chris and Gina Lynn

*For a Certificate of Appropriateness to: add a surround at the front door (214) and build a new garage at the rear of the property.*

*Location: 216-14 W. Second St.*

Conditions:

*None.*

*Said property of real estate is located in the area contained in the Historic District Residential (HDR) area, which is part of the original Comprehensive Master Plan Commission of Madison, Indiana as determined by the PLAN COMMISSION of the City of Madison, Indiana. Said area is also known as Historic District Residential (HDR). The Board of Review determined that the proposed change(s) is/are appropriate to the preservation of said area and to the development standards in effect for the Historic District Residential (HDR) area, pursuant to the purposes of the pertinent statutes and ordinances.*

THIS CERTIFICATE OF APPROPRIATENESS IS HEREBY GRANTED

THIS 30th DAY OF April 2021

MADISON HISTORIC DISTRICT BOARD OF REVIEW

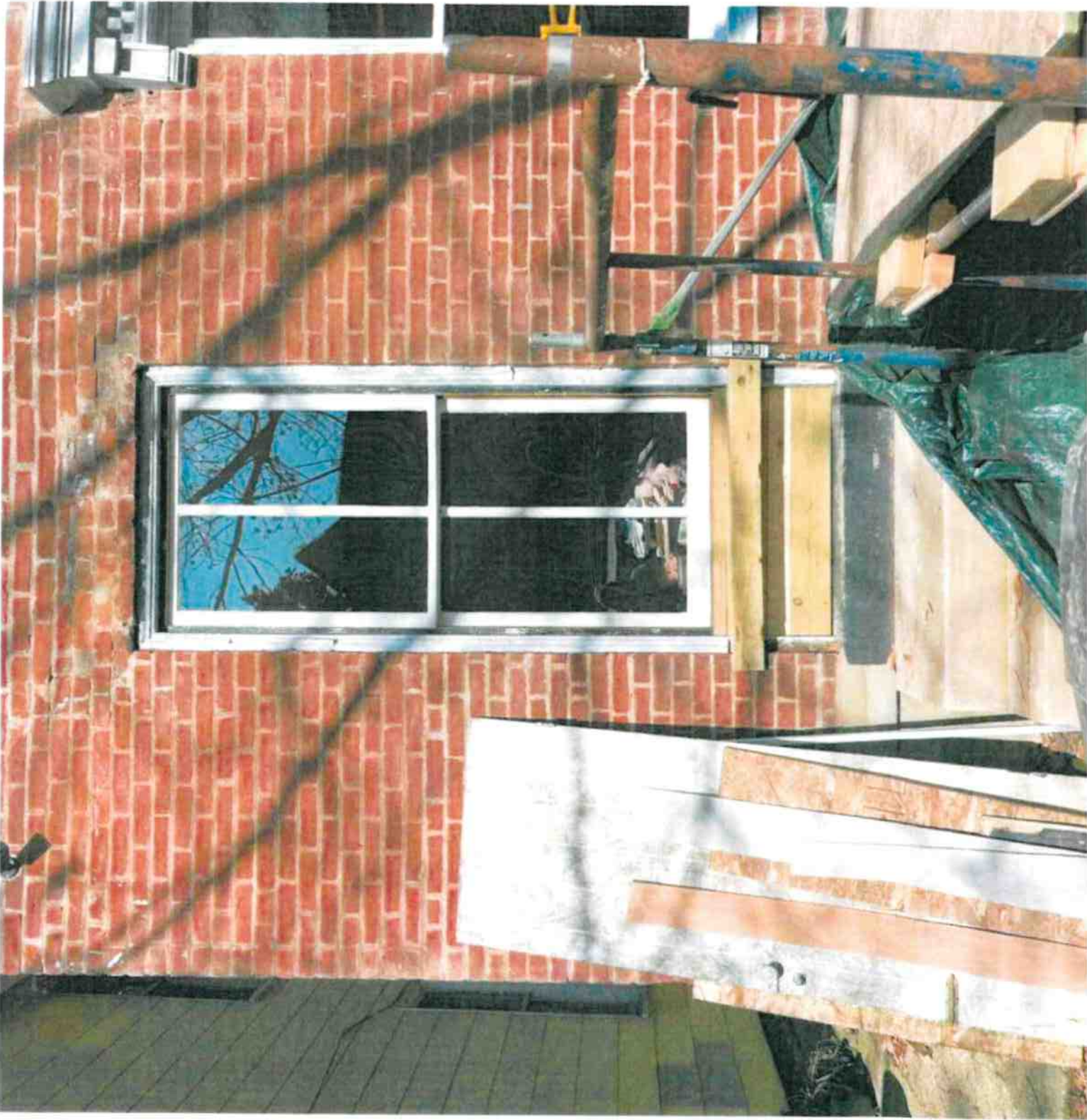
  
\_\_\_\_\_  
Josh Wilber, Chair, Historic District Board of Review

PLEASE CHECK WITH THE BUILDING INSPECTOR !!!  
THIS IS NOT A BUILDING PERMIT !!!

Ordinance 151.23 – Expiration of Permit – A Certificate of Appropriateness permit shall be deemed to authorize the particular changes reflected on the permit. Such permit will expire if, for any reason, the change has not commenced within one (1) year.









# HISTORIC RESOURCE INVENTORY FORM

Resource Address:  
**214-216 W 2nd St**  
**Madison Indiana 47250 USA**

County: Jefferson

Historic name:

Present name:

Local place name:

Visible from public right of way: Yes

Ownership: Private

Owner/Address:

Land unit size:

Site/Setting: Brick paths to front steps. Alley on east side.



Lat/Long: 38.7355903424668100, -85.3817850228727800 [WGS84]

UTM: Zone 16S, 640648.1954 mE, 4288678.4150 mN

Parcel No. GIS/Ref/ID: 27083

## Historical Information

Historic Function: Domestic: Duplex/Double

Current Function: Domestic: Duplex/Double

Construction Date: ca. 1870-1879 , circa 1870\*

Architect:

Original or Significant Owners:

Builder:

Significant Date/Period:

Developer:

Areas of Significance: Architecture Community Planning and Development

## Architectural Information

Category: building, Duplex

Style: Italianate

Structural: masonry

Exterior Material(s): historic brick

Stories: 2.5, Bays:

Roof Material: asphalt shingles

Form or Plan: Duplex, rectangular

Roof Type: Side Gable , Decorative cornice , Brackets and Dentils

Foundation: Stone

Windows: historic wood 2/2 double-hung sashes

General condition: Excellent

Chimney(s): one brick center

Basement:

Porch:

- ☐ Additions
- ☐ Alterations
- ☐ Moved
- ☐ Other

Ancillary structures:  
1 total including garage

## Historical Summary:

### Status (Current Listing or Designation)

National: ☐ indiv. ☒ district ☐ landmrk.

State/Province: ☐ indiv. ☐ district ☐ landmrk.

Local: ☐ indiv. ☒ district ☐ landmrk.

2006, Madison National Historic Landmark District

1982, Madison Local Historic District

### Evaluation (Preparer's Assessment of Eligibility)

#### Recommendation

- ☐ Individually eligible
- ☒ Eligible as contributing resource
- ☐ Not eligible / non-contributing
- ☐ Not determined

Eligibility: Applicable NHL Criteria: 1, 4

#### Level of potential eligibility

- ☐ National
- ☐ State
- ☐ Local

#### Landmark potential

- ☐ National
- ☐ State
- ☐ Local



**Description/Remarks**

This is a 2.5-story duplex in the Italianate style built in 1870. The structural system is masonry. The foundation is stone. Exterior walls are historic brick. Brick is common bond. The building has a side gable roof clad in asphalt shingles with decorative cornice and brackets and dentils. High pitched side gable roof with projecting cornice with brackets and dentils. There is one center, brick chimney. Windows are historic wood, 2/2 double-hung sashes. 2/2 windows with crown and dentils. Side windows with segmental arches and radiating voussoirs. Upper-light doors with crown and dentils over 214; the crown is missing for 216.

**Survey and Recorder**

Project: Search for '214 w 2' in Madison, Indiana (20 results)  
Prepared By: Douglas Kaarre, The Lakota Group/Douglas Gilbert Architect

Inventoried: 09/20/2021 11:43:26 am  
Last updated: 07/11/2022 9:41:30 pm by /

Sequence/Key no.:  
Report Title/Name: Madison Local Historic District Update

Level of Survey:  
☒ Reconnaissance ☐ Intensive

Survey Date: November 2021  
Previous Surveys: Madison Reconnaissance Survey (2002-2004) ID #27083, surveyed Aug 02, 2002, Site Number 3-0374  
Additional Research Recommended?  
☐ Yes ☐ No

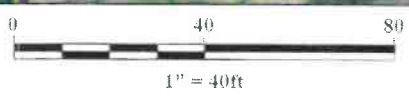




- 2015 Flood Map  
FLD\_ZONE:
- AE
- Regional Counties
- County Boundary
  - Townships
  - Water
  - Parcels
  - Corporate Boundary
  - Sewer Structures

- Addresses
- Common Addresses

- Regional Count
- Regional Roads
  - Regional Highw
  - Water
  - Railroad
  - Dimensions
  - Roads
  - Highways
  - Trails



# MADISON HISTORIC DISTRICT BOARD OF REVIEW

## Request for Certificate of Appropriateness



Application has been made by: (name) Chris & Gina Lynn

Property Address: (address) 214 W. Second St.

Proposed Action to: (explain) Amend previous COA to replace existing door on the west side of the front of home with a window and trim to match other existing windows on front of home

Meeting will be held on: (date) 12/19/2022

**POSTING DEADLINE**

Place of Meeting: **City Hall — 101 W. Main Street, Madison, IN 47250**

12/05/2022

Time of Meeting: **5:30 PM**

All interested persons are welcome to attend this hearing to voice their objections or support for the application.

For further information, Contact the Office of Historic Preservation (812) 274-0253 or Plan Commission (812) 265-8324