



PROJECT BRIEF

Historic District Board of Review Application for Certificate of Appropriateness at 313 E. First St. to replace 9 wood windows with 9 vinyl windows of same size, shape, and design.

Application Date: November 28, 2022
HDBR Meeting Date: January 23, 2023



Project Description:

Certificate of Appropriateness application to replace 9 wood windows with 9 vinyl windows of same size, shape, and design.

Current Zoning:

Central Business District (CBD)

Project Location:

313 E. First St.

Applicant:

Deborah Morris
1957 E. First St.
Madison, IN 47250

Owner:

Cris Sauer
PO Box 157
Madison, IN 47250

Supporting Documents:

COA application
Photo of property
Photos of windows before/after
Copy of HDBR meeting public sign
GIS map

Alterations, Historical Information, & Prior Approvals:

Date	c. 1900
Style	Vernacular Warehouse
Evaluation	Contributing
Survey Notes	

Alterations:

Metal & glass enclosed porch on west rear side

Historical Information/Misc. Important Information:

Staff did not do an inspection of the windows prior to their replacement, but based on photographic evidence and street view visibility, the wood windows did not appear to meet the 80% deterioration criteria for replacement. The windows were replaced without an approved COA. Work was completed prior to the filing of the application.

Prior COA Approvals:

N/A

Guidelines, Standards, & Ordinances

HDBR Guidelines:

Madison Historic District Design Guidelines – 18.0 Windows p. 82-86

Windows are prominent visual elements of historic structures and often reflect the architectural style or period of construction. Most historic windows in Madison are wood and are comprised of double-hung sash, with either one or both of the window's sashes operable by sliding up or down. Usually, the earlier the window, the smaller and more numerous are the panes of glass in the sash. Federal and Greek Revival-period windows can have up to six lights on each sash and were typically made with pegged mortise-and-tenon corner joints and distinctive wavy or irregular hand-blown glass panes. By the late nineteenth century, advances in glass making technology produced windows with two and, eventually, only a single pane of glass in each sash. Leaded and stained glass windows also became popular at that time. Original windows should be maintained, repaired when necessary, and preserved as defining features of a historic dwelling. Numerous studies reveal that repair of original windows is typically less expensive than replacement windows, and properly installed storm windows improve energy efficiency.

18.1 Retain and preserve historic windows including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings.

18.2 Maintain existing historic windows where possible. Follow guidelines for wood or metal maintenance, as relevant.

18.3 Repair existing historic windows where possible, rather than replacing entire window units. Use techniques such as wood epoxies and wood patches to repair and strengthen deteriorated wood elements. Replace only those elements that cannot be repaired. Reproduction glass is desirable but not required.

18.4 Replace in kind, using replacement windows that match the existing historic elements as closely as possible. If replacement is necessary, consider first replacing only the deteriorated element, such as a single sash, rather than the entire frame. Any new replacement windows shall match the original in all dimensions, materials, and detailing as closely as possible. Wood windows or alternative materials such as composite or aluminum-clad with a baked enamel finish may be approvable. Some modern windows do not accurately resemble historic windows and may not be approvable by the HDBR. Replacing sash windows with sliding or fixed-light windows may not be approvable by the HDBR.

18.5 Use storm windows to improve energy efficiency where needed. New storm units should have a finish compatible with the color of the house. Storm windows for double-hung sash should have horizontal dividers that are in alignment with the horizontal meeting rails of the original upper and lower

sashes. Interior storm windows of full-view design or which have matching sash meeting rails may be appropriate.

18.6 Tinted glass is not appropriate in the historic district in any area visible from public view. Energy-saving or “low-E” glass may be used only if it is not tinted.

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. Snap-in grilles or grilles between glass are not appropriate for windows.

18.8 New window openings shall not alter the historic character of the building or cause damage to historic materials or other significant architectural features. New window openings shall not be added to the primary façade or elevations readily visible from the public right-of-way. New window openings may be added at rear or side elevations not readily visible.

Why the HDBR Recommends Preserving Original Windows ·

- Windows are a significant part of the original fabric of historic structures. They provide important architectural qualities that define and characterize an architectural style and time period, as well as the scale of a building. The loss of windows alters the defining qualities of the historic building.
- Rebuilding historic wood windows and adding storm windows makes them as efficient as new windows and more than offsets the cost of installation. Several comprehensive window studies have found that a wood window with weatherstripping and an added storm window is as energy efficient as most new thermo-pane windows and lasts longer.
- The old-growth lumber used in historic window frames can last over one hundred years if well maintained, unlike new-growth wood, vinyl, or aluminum.
- In most cases, windows account for less than one-fourth of a home’s energy loss. Insulating the attic, walls, and basement is a more economical approach to reducing energy costs than replacing historic windows. · Any energy savings from replacing wood windows with aluminum or vinyl seldom justifies the costs of installation. For most buildings, it would take decades to recover the initial cost of installation, and with a life expectancy of ten to fifteen years or less, installing new vinyl or aluminum windows does not make economic sense.
- According to a 2019 study by the National Association of Realtors installing new vinyl windows for the average home costs \$22,000 but only increased the resale value by \$16,500. Only 4% of realtors said the new windows helped to close the sale.

Conformance with Guidelines, Ordinance & Standards:

The project is *not* in conformance with Guidelines 18.1-18.4 or 18.7 because the historic windows were removed rather than repaired, there was no evidence of 80% or higher deterioration, and the replacement windows do not match the original in material or massing because the vinyl windows have internal muntins that do not adequately replicate the bulkier exterior muntins of the historic windows; is *not* in conformance with the ordinance because the replacement windows are not compatible in terms of material and texture; is *not* in conformance with SIS for Rehabilitation 2, 5-6 because the removal of the historic windows does not preserve the historic material nor retain the historic character, does not adhere to the standard for repair over replacement when possible, and the replacement windows do not match the historic in material or texture (muntin profile & dimension).

Ordinance:

151.34 Visual Compatibility Factors

(G) Relationship of materials, and texture. The relationship of materials, and texture of the facade of a building shall be visually compatible with the predominant materials used in the buildings to which it is visually related.

Secretary of the Interior Standards:

Standards for Rehabilitation

1. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

Preservation Brief:

#9 – The Repair of Historic Wooden Windows

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: Deborah S Morris
Street: 1957 E 1st St
City: Madison State: In Zip: 47250
Phone (Preferred): 812-701-0123
Phone (Alternate): NA
Email: firststreetnoon@yahoo

OWNER INFORMATION (IF DIFFERENT*)

Name: CRIS SAUER
Street: P.O. Box 157
City: Madison State: In Zip: 47250
Phone (Preferred): 812-701-4185
Phone (Alternate): NA
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: 313 E First St

Zoning Classification: CBD

Type of Project (Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> New Building | <input 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 checked="" type="checkbox"/> Other: <u>Windows</u> |

Description of Existing Use: Business

Description of Proposed Use: Business

Name of Contractor (If applicable): Brass Contracting

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.

9 Windows replaced due to rotted windows

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
<input type="checkbox"/>	Additions	Commercial: 62-63 Residential: 68	HDBR		
<input type="checkbox"/>	Awnings	Commercial: 34-35 Residential: 35	STAFF		
<input type="checkbox"/>	Brickwork/Masonry	Commercial: 36-39 Residential: 36 - 37	HDBR/STAFF		
<input type="checkbox"/>	Chimneys	Commercial: -- Residential: 38	HDBR/STAFF		
<input type="checkbox"/>	Deck	Commercial: 60 Residential: 64	HDBR/STAFF		
<input type="checkbox"/>	Demolition	Commercial: 71-72 Residential: 80-81	HDBR		
<input type="checkbox"/>	Doors & Entrances	Commercial: 40-42 Residential: 39-42	HDBR/STAFF		
<input type="checkbox"/>	Fences and Walls	Commercial: -- Residential: 73	STAFF		
<input type="checkbox"/>	Fire Escapes & Staircases	Commercial: 43 Residential: 43	HDBR/STAFF		
<input type="checkbox"/>	Foundations	Commercial: -- Residential: 44	STAFF		
<input type="checkbox"/>	Garages & Outbuildings	Commercial: -- Residential: 45	HDBR/STAFF		
<input type="checkbox"/>	Gutters & Downspouts	Commercial: 44 Residential: 46	STAFF		
<input type="checkbox"/>	Infill Buildings and New Construction	Commercial: 64-66 Residential: 69-71	HDBR		
<input type="checkbox"/>	Lighting	Commercial: 45 Residential: 47	STAFF		
<input type="checkbox"/>	Pools, Fountains, Gazebos and Pergolas	Commercial: -- Residential: 75	STAFF		
<input type="checkbox"/>	Porch Columns & Railings	Commercial: -- Residential: 51-52	HDBR/STAFF		
<input type="checkbox"/>	Porches	Commercial: -- Residential: 49-50	HDBR/STAFF		
<input type="checkbox"/>	Ramps and Lifts	Commercial: 61 Residential: 65-67	HDBR/STAFF		
<input type="checkbox"/>	Roofs	Commercial: 47 Residential: 53-54	HDBR/STAFF		
<input type="checkbox"/>	Shutters	Commercial: -- Residential: 55	HDBR/STAFF		
<input type="checkbox"/>	Siding	Commercial: -- Residential: 56-58	HDBR/STAFF		
<input type="checkbox"/>	Signs	Commercial: 48-51 Residential: 59	STAFF		
<input type="checkbox"/>	Storefronts	Commercial: 52-55 Residential: --	HDBR/STAFF		
<input type="checkbox"/>	Storm Doors and Storm Windows	Commercial: 40-42, 56-59 Residential: 39 - 42, 60 - 63	STAFF		
<input type="checkbox"/>	Utilities	Commercial: 70 Residential: 78	STAFF		
<input checked="" type="checkbox"/>	Windows	Commercial: 56-59 Residential: 60-63	HDBR/STAFF	WOOD	VINYL
<input type="checkbox"/>	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.

11-28-2022
Date

Deborah J Morris
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		Meeting Information: Historic District Board of Review	
Application Accepted on: _____ Application Accepted by: _____ Application to be Reviewed by: <input type="checkbox"/> HDBR <input type="checkbox"/> STAFF		101 W Main St, Madison, IN 47250 – Council Chambers Meeting Date: _____ Time: 5:30PM Action on Application: <input type="checkbox"/> HDBR/STAFF COA issued <input type="checkbox"/> HDBR Extended <input type="checkbox"/> HDBR/STAFF COA denied <input type="checkbox"/> Sent to HDBR by Staff	

§ 151.20 PERMIT REQUIRED.

(A) A certificate of appropriateness issued by the Building Inspector after approval by the Board of Review shall be required before a permit is issued for any of the following:

(1) Within all areas of the historic district:

(a) Demolition of any building;

(b) Moving any building;

(c) Conspicuous change in the exterior appearance of existing buildings classified as historic by additions, reconstruction, or alteration other than changes in color;

(d) Any new construction of a principal building or accessory building or structure subject to view from a public street;

(e) Demolition of all trees within the area between a line extending across the width of the lot at the front face of the principal building and the street pavement. In addition, for corner lots, demolition of all trees within the area between a line extending across the length of the lot at the side facing the secondary street and the secondary street pavement. In addition, demolition of all trees south of Vaughn Drive. No tree will be demolished within the designated areas until the Building Inspector makes a determination that the tree is in fact dead; the Building Inspector will make a prompt examination of the trees when requested;

(f) Any change in the type of material or in the design of an existing sidewalk; and

(g) Signs as specified in this chapter.

(2) Within a primary area:

(a) Change in existing walls and fences, or construction of new walls and fences, if along public street rights-of-way; or

(b) Conspicuous change in the exterior appearance of existing nonrated buildings by additions, reconstruction, alteration, if subject to view from a public street.

(B) Nothing in this chapter shall be construed so as to prevent the ordinary maintenance or repair of any exterior elements of any building or structure within the historic district. Painting other than painting of a sign is to be considered ordinary maintenance and repair; while review by the Board of Review of colors is not mandatory, anyone desiring an exterior color change may confer with the Board on an appropriate range of colors.

(Ord. 1982-12, passed 7-31-82; Am. Ord. 1987-12-B, passed 7-21-87)

City of Madison
Office of Planning and Preservation

101 W Main Street
Madison, Indiana 47250-5775

274-0253
bpcach@madison-in.gov

Monday, November 21, 2022


Chris Sauer & Kathryn Havens
PO Box 157
Madison, IN 47250

Dear Chris Sauer & Kathryn Havens,

It has been brought to our attention that the property located at **313 E. First St. Madison, IN** is in violation of the City of Madison Historic District Ordinance §151.20 which specifies a certificate of appropriateness shall be required for any "conspicuous change in the exterior appearance of existing buildings classified as historic by additions, reconstruction, or alteration other than changes in color." You can access a copy of the ordinance on the City of Madison web site, or one is available in the City Plan Commission. Violation of this Ordinance is a Class A infraction and subject to a fine of no more than \$2,500 per day as defined by IC-34-28-5-4.

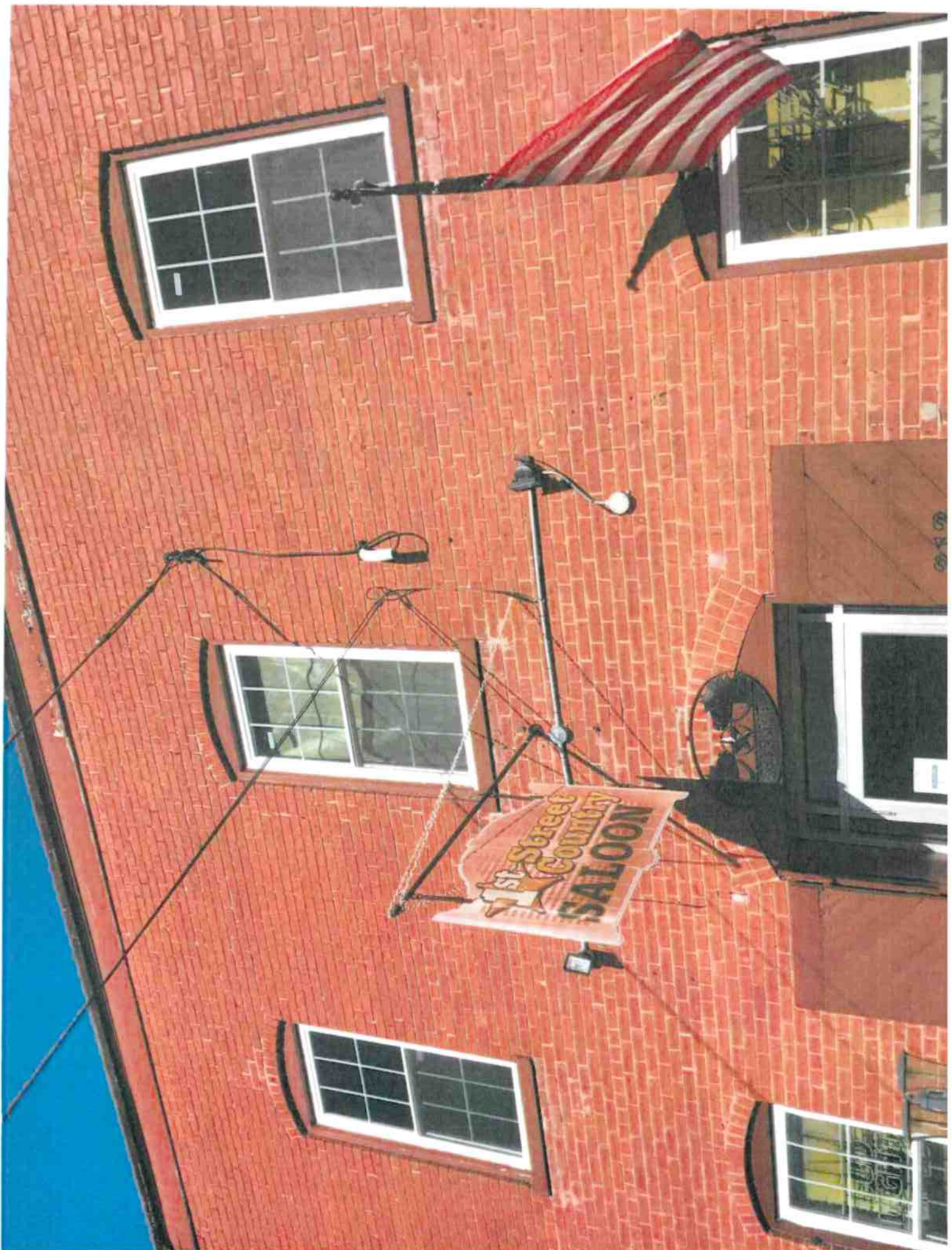
Your property is in violation of this ordinance due to the unapproved removal of the wood windows and installation of new vinyl windows on the south and west facades. This office asks that you file for a Certificate of Appropriateness with the Historic District Board of Review as soon as possible or remove the unapproved windows and replace them with the previous windows within thirty (30) days. Applications may be obtained online on the City's website or at the Office of Historic Preservation, City Hall, 101 West Main Street.

We thank you for your attention to this matter.

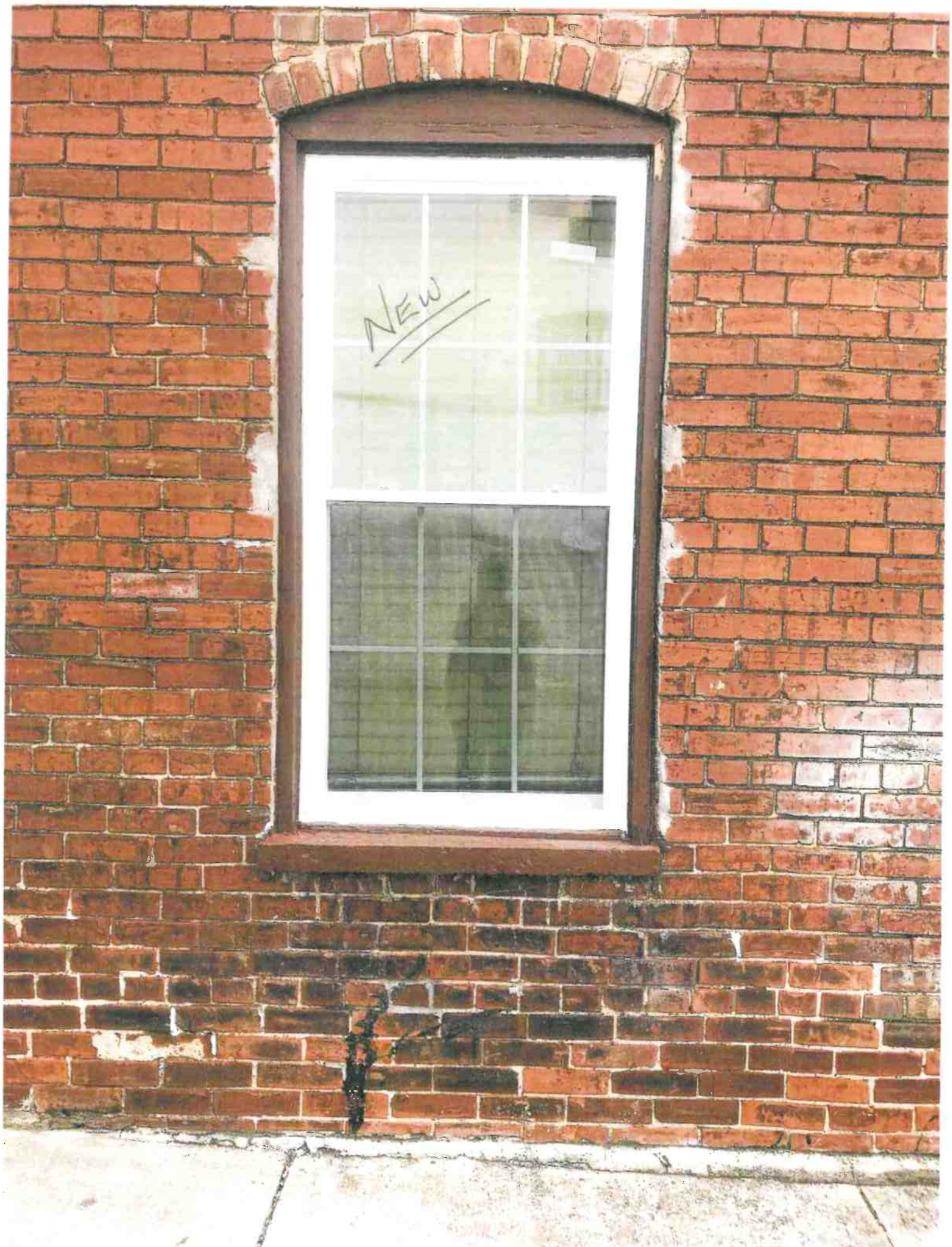

Brooke Peach
Historic Preservationist
City of Madison, IN











HISTORIC RESOURCE INVENTORY FORM

Resource Address:

**313 E 1st St
Madison Indiana 47250 USA**

County: Jefferson

Historic name:

Present name: 1st Street Country Saloon

Local place name:

Visible from public right of way: Yes

Ownership: Private

Owner/Address:

Land unit size:

Site/Setting: On flat ground. Concrete path to front and west side. Gravel parking on west. Wood fence on east rear side.



Lat/Long: 38.7340948387937300, -85.3764102588954900 [WGS84]

UTM: Zone 16S, 641118.3174 mE, 4288520.7224 mN

Parcel No. GIS/Ref/ID: 32162

Historical Information

Historic Function: Commerce/Trade: Warehouse

Current Function: Commerce/Trade: Tavern/Ordinary

Construction Date: ca. 1900-1909 , circa 1900*

Architect:

Original or Significant Owners:

Builder:

Significant Date/Period:

Developer:

Areas of Significance: Architecture Community Planning and Development

Architectural Information

Category: building, Warehouse

Style:

☒ Additions

Structural: masonry

Exterior Material(s): brick

☐ Alterations

Stories: 2, Bays:

Roof Material:

☐ Moved

Form or Plan: Vernacular, rectangular

Roof Type: Shed

☐ Other

Foundation: rubblestone

Windows: wood 6/6 double-hung sashes

Ancillary structures:

General condition: Excellent

Chimney(s):

Basement:

Porch:

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**

Level of potential eligibility

☐ National

☐ State

☐ Local

Landmark potential

☐ National

☐ State

☐ Local

Eligibility: Applicable NHL Criteria: 1, 4



Description/Remarks

This is a 2-story warehouse built in 1900. The structural system is masonry. The foundation is rubblestone. Exterior walls are brick. Brick is common bond. The building has a shed roof. Shed roof sloping to rear, band of wood trim. Windows are wood, 6/6 double-hung sashes. 6/6 windows, all in segmental brick arch openings. Metal and glass enclosed porch on west rear side. Full-light metal door, sidelights and transom in brick segmental arch opening. Panel door on west side. Full-light metal door in side enclosure. There is a single-story, side, metal and glass addition. Side entry enclosure.

Survey and Recorder

Project: Search for '313 e 1' in Madison, Indiana (17 results)
Prepared By: Douglas Kaarre, The Lakota Group/Douglas Gilbert Architect

Inventoried: 09/20/2021 11:43:29 am
Last updated: 08/08/2022 2:04:25 pm by /

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

Level of Survey:
☒ Reconnaissance ☐ Intensive

Survey Date: December 2021
Previous Surveys: Madison Reconnaissance Survey (2002-2004) ID #32162, surveyed Aug 14, 2002, Site Number 3-0465
Additional Research Recommended?
☐ Yes ☐ No

MADISON HISTORIC DISTRICT BOARD OF REVIEW

Request for Certificate of Appropriateness



Application has been made by: (name) Deborah S. Morris / Cris Sauer

Property Address: (address) 313 E. First St.

Proposed Action to: (explain) replace 9 wood windows with 9 vinyl windows of same size, shape, and design

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