

**PROJECT BRIEF -** Historic District Board of Review Application for Certificate of Appropriateness at 408 Mulberry St. to construct a new shed under the fire stairs, and to replace two side window openings with glass block.



Current Zoning: Central Business District (CBD)	Project Location: 408 Mulberry St.
Applicant: Tim Godward	Owner: same

Preliminary Staff Recommendation: Approve



### **Conditions:**

1. N/A

Reasoning:

Project is in conformance with the guidelines.

History, Relevant Information, & Prior Approvals:

History:

N/A

Relevant Information:

N/A

Prior Approvals:

N/A



Alterations, Historical Information, & Prior Approvals:

Date	c. 1911	
Style		
Evaluation	Contributing, Individually Eligible	
Survey Notes	J J.	

Guidelines, Standards, & Ordinances

HDBR Guidelines: Madison Historic District Design Guidelines – 24.0 New Construction - Outbuildings p. 101-102; 18.0

Windows p. 82-86

Ordinance: 151.34 Visual Compatibility Factors

### HISTORIC RESOURCE INVENTORY FORM

Country: Jefferson Historica name: Odd Fellows Building Present name:  Visible from public right of way: Yes Ownership: Private Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lat/Long: 38.7367026888783460, 46.5.785797048935000 [WCS84] UTM: Zone 165, 640924.6175 mg, 4288806.7884 mN Parcel No. GIS/Ret/ID: 26182  Historical Information  Historical Information  Historica Function: Commerce/Trade: Specialty Store Construction Date: ca. 1910-1919, documented 1911* Architect: Original or Significant Owners: Significant Date/Period: Original or Significant Owners: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information Category: building, Civic hall Style: Classical Revival Structural: masonry Exterior Material(s): original brick, original limestone Stories: 2, Bays: Form or Plam: Two-Part Commercial Block, rectangular Roof Type: Flat with parapet General condition: Good Ghimney(s): Bistorical Summary: Built for the Odd Fellows of Madison, this building has a meeting hall on its second floor and a row of commercial fronts along the street.	Historic name: Odd Fellows Building Present name: Local place name: Visible from public right of way: Yes Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lar/Long: 38.7367026888783460, -85.3785797048935000 [WGS84] UTM: Zone 16S, 640924.6175 mE, 4288906,7884 mN Parcel No. GIs/Ret/ID: 26182  Historical Information Historic Function: Commerce/Trade: Specialty Store Current Function: Social: Meeting/Fellowship Hall Construction Date: ca. 1910-1919, documented 1911* Architect: Driginal or Significant Owners: Significant Owners: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  urchitectural Information Category: building, Civic hall Structural: masonry Exterior Material(s): original brick, original limestone Structural: masonry Exterior Material(s): original brick, original limestone Category: building, Civic hall Structural: masonry Exterior Material(s): original brick, original limestone Other O	Resource Address: 408-418 Mulberry St Madison Indiana 47250 USA			
Present name: Local place name: Visible from public right of way: Yes Ownership: Private Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lav*Long: 38.7367026888763460, -85.3785797048935000 [WGS84] UTM: Zone 16S, 640924.6175 mE, 4288806.7884 mN Parcel No. GIS/Ret/ID: 26182  Historical Information  Historic Function: Commerce/Trade: Specialty Store Construction Date: ca. 1910-1919, documented 1911* Architect.  Original or Significant Owners: Significant Owners: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall Structural: masonry Exterior Material(s): original brick, original limestone Stories: 2, Bays: Form or Plan: Two-Part Commercial Block, rectangular Roof Type: Flat with parapet General condition: Good Chimney(s):  Bistorical Summary:  Bistorical Summary:  Bistorical Summary:	Present name: Local place name: Visible from public right of way: Yes Ownership: Private Original Information Historic Function: Commerce/Trade: Specialty Store Ourrent Function: Social: Meeting/Fellowship Hall Construction Date: ca. 1910-1919, documented 1911* Original or Significant Owners: Builder: Significant Date/Period: Original or Significant Owners: Developer: Areas of Significant Car Architecture Community Planning and Development Social History Unchitectural Information Category: building, Civic hall Style: Classical Revival Cartery Uniding, Civic hall Style: Classical Revival Cartery Uniding, Civic hall Style: Classical Revival Cartery Cartery Commercial Block, rectangular Form or Plan: Two-Part Commercial Block, rectangular Form or Plan: Two-P	County: Jefferson			
Local place name:  Visible from public right of way: Yes  Ownership: Private  Ownership: Private  Owner/Address:  Land unit size:  Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lan/Long: 38.7367026888783460, -85.3785797048935000 [WGS84]  UTM: Zone 16S, 640924.6175 mE, 4288806.7884 mN Parcel No. GIs/Ret/ID: 26182  Historical Information  Historic Function: Commerce/Trade: Specialty Store  Construction Date: ca. 1910-1919, documented 1911*  Architect:  Original or Significant Owners:  Builder:  Significant Date/Period:  Developer:  Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall  Style: Classical Revival  Structural: masonry  Exterior Material(s): original brick, original limestone  Stories: 2, Bays:  Roof Material:  Form or Plan: Two-Part Commercial Block, rectangular Roof Type: Flat with parapet  Foundation: limestone  General condition: Good  Chimney(s):  Bistorical Summary:  Historical Summary:	Local place name:  Visible from public right of way: Yes  Ownership: Private  Owner/Address:  Land unit size:  Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  LavLong: 38.7367026888783460, -85.3785797048935000 [WGS84]  UTM: Zone 168, 640924.6175 mE, 4288806.7884 mN  Parcel No. GIs/Ret/ID: 26182  Historic Function: Commerce/Trade: Specialty Store  Construction Date: ca. 1910-1919, documented 1911*  Architect:  Original or Significant Owners:  Builder:  Significant Date/Period:  Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall  Style: Classical Revival  Structural: 2, Bays:  Grorm or Plan: Two-Part Commercial Block, rectangular  Foundation: limestone  General condition: Good  Chimney(s):  Bistorical Summary:  Bistorical Summary:	Historic name: Odd Fellows Building			
Visible from public right of way: Yes Ownership: Private Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lat/Long: 38.7367026888783460, -85.3785797048935000 [WGSB4] UTM: Zone 165, 640924.6175 mE, 428806.7884 mN Parcel No. GIS/Ret/ID: 26182  Historical Information Historic Function: Commerce/Trade: Specialty Store Construction Date: ca. 1910-1919, documented 1911* Architect: Original or Significant Owners: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information Category: building, Civic hall Style: Classical Revival Structural: masonry Exterior Material(s): original brick, original limestone Additions Additions Structural: masonry Stories: 2, Bays: Corn or Plan: Two-Part Commercial Block, rectangular Condation: limestone General condition: Good Chimney(s): Basement:  Porch:  Windows: replacement vinyl 1/1 double-hung sashes General condition: Good Chimney(s): Basement:  Wistorical Summary:	Visible from public right of way: Yes Ownership: Private Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lat/Long: 38.7367026898783460, -85.3785797048935000 [WGS84] UTM: Zone 16S, 640924.6175 mE, 4288906.7884 mN Parcel No. GiS/Ret/ID: 26182  Historical Information  Historic Function: Commerce/Trade: Specialty Store Construction Date: ca. 1910-1919, documented 1911* Architect: Original or Significant Owners: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information Category: building, Civic hall Style: Classical Revival Structural: masonry Exterior Material(s): original brick, original limestone Additions Additions Alterations Stories: 2, Bays: Corn or Plan: Two-Part Commercial Block, rectangular Condation: limestone General condition: Good Chimney(s): Bistorical Summary:  Bistorical Summary: Bistorical Summary:  Bistorical Summary:	Present name:			
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Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lat/Long: 38.7367026888783460, -85.3785797048935000 [WGS84] UTM: Zone 185, 640924.6175 mE, 4288806.7884 mN Parcel No. GIS/Ret/ID: 26182  Historical Information  Historic Function: Commerce/Trade: Specialty Store  Construction Date: ca. 1910-1919, documented 1911*  Architect: Driginal or Significant Owners:  Builder: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall Style: Classical Revival  Structural: masonry Exterior Material(s): original brick, original limestone Groundation: limestone  Groundation: limestone  Groundation: limestone  General condition: Good Chimney(s): Bistorical Summary:  Bistorical Summary:	Owner/Address: Land unit size: Site/Setting: Flat ground. Abuts sidewalk, alley to north and south of building.  Lat/Long: 38.7367026888783460, -85.3785797048935000 [WGS84] UTM: Zone 16S, 640924.6175 mE, 4288806.7884 mN Parcel No. GIS/Ret/ID: 26182  Historical Information  Historic Function: Commerce/Trade: Specialty Store  Construction Date: ca. 1910-1919, documented 1911*  Architect: Disjunificant Owners: Builder: Significant Date/Period: Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall Style: Classical Revival Structural: masonry Exterior Material(s): original brick, original limestone Groundation: limestone Groundation: limestone General condition: Good Chimney(s): Bistorical Summary:	Ownership: Private		WALLEST THE PARTY IN	
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Parcel No. GIS/Ret/ID: 26182  ### Architect:  Construction Date: ca. 1910-1919 , documented 1911*  Architect:  Consignificant Owners:  Builder:  Consignificant Date/Period:  Careas of Significance: Architecture Community Planning and Development Social History  Areas of Significance: Architecture Community Planning and Development Social History  Architectural Information  Category: building, Civic hall  Structural: masonry  Exterior Material(s): original brick, original limestone  Corn or Plan: Two-Part Commercial Block, rectangular  Form or Plan: Two-Part Commercial Block, rectangular  Coundation: limestone  General condition: Good  Chimney(s):  Cassement:  Condation: Isono  Condition: Good  Chimney(s):  Condition: Good  Chimney(s):  Cassement:  Condition: Good  Chimney(s):  Condition: Good  Ch	Parcel No. GIS/Ret/ID: 26182  ### Architect:    Current Function: Social: Meeting/Fellowship Hall   Construction Date: ca. 1910-1919, documented 1911*   Architect:   Criginal or Significant Owners:   Builder:   Significant Date/Period:   Developer:   Areas of Significance: Architecture Community Planning and Development Social History   Category: building, Civic hall   Style: Classical Revival   Additions     Structural: masonry   Exterior Material(s): original brick, original limestone   Alterations     Stories: 2, Bays:   Roof Material:   Gorm or Plan: Two-Part Commercial Block, rectangular   Roof Type: Flat with parapet   Goundation: limestone   Windows: replacement vinyl 1/1 double-hung sashes   General condition: Good   Chimney(s):   Gassement:   Porch:   Gorm or Plan: Two-Part Summary:   Porch:   Chimney(s):   Gassement:   Porch:   Chimney(s):   Gassement:   Porch:   Chimney(s):   Gassement:   Porch:   Chimney(s):   Gassement:   Porch:   Chimney(s):   Chimney(s)				
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Eligibility: Applicable NHL Criteria: 4

1982, Madison Local Historic District

Inventory Sheet : 408-418 Mulberry St Madison Jefferson Indiana

### 408-418 Mulberry St Madison, Indiana (pg. 2)





### Description/Remarks

This is a 2-story civic hall in the Classical Revival style built in 1911. The structural system is masonry. The foundation is limestone. Exterior walls are original brick and original limestone. The building has a flat with parapet roof. Flat roof behind raised parapet with limestone coping, brick corbelling and limestone belt course at cornice. Windows are replacement vinyl, 1/1 double-hung sashes. Vinyl windows with limestone sills on upper floor. Four store fronts below Odd Fellow's Meeting Hall. 4 full-light doors with blocked upper transoms flanked by display glass in panels, 1 double full-light door with large upper transom light. Metal awnings. The street façade is divided into five bays of pilasters with simple capitals.

### Survey and Recorder

Project: Madison, Indiana	Sequence/Key no.:	Survey Date: October 2021	
Prepared By: Douglas Kaarre, The Lakota Group/Douglas Gilbert Architect	Report Title/Name: Madison Local Historic District Update	Previous Surveys: Madison Reconnaissance Surve (2002-2004) ID #26182, surveyed Sep 04, 2002, S Number 3-0734	
Inventoried: 09/20/2021 11:43:40 am Last updated: 08/02/2022 1:01:56 pm by Doug Kaarre / 312.467.5445 x 220	Level of Survey:  Reconnaissance Intensive	Additional Research Recommended?  Yes No	



101 W Main St Madison, IN 47250 (812) 265-8324

## Application for Certificate of Appropriateness

Paper applications will be accepted by the Office of Planning, Preservation, and Design; however, electronic submissions through our Permit Portal are preferred. This application can be submitted electronically at <a href="https://www.madison-in.gov/reporting">www.madison-in.gov/reporting</a>.

HDBR Staff Review Fee	\$ 10.00
HDBR Application Fee*	\$ 25.00
HDBR Ad Fee*	\$ 15.00
Sign Fee*	\$ 2.00 per street

<sup>\*</sup> Required for applications being heard before the HDBR.

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 required fee(s).

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: Tim Godward  OWNER INFORMATION (IF DIFFERENT*)  Name: Mulberry Lodge LLC (Donna Godward)					
Street: 314 W Third St. Street: 11903 W State Road 250					
City: Madison State: IN Zip: 47250	City: Dep	outy	State: IN	_ <sub>Zip:</sub> 47230	
Phone (Preferred): 607-244-9107 Phone (Preferred): 812-873-1145					
Phone (Alternate): Phone (Alternate): 908-902-8925					
Email: timgodward@gmail.com			ward@gm		
* If Applicant is not Owner, MUST submit documentation from ow					
PROPERTY FOR WHICH THE WORK IS REQUESTED					
Address and/or Legal Description of Property: 408 Mulb	erry St, <b>N</b>	ladison,	IN		
Zoning Classification:				A management of the state of th	
Type of Project (Check all that apply)					
<ul><li>New Building</li><li>Addition to Building</li><li>Relocating a Building</li><li>Demolition</li></ul>	☐ Fend ☐ Sign	ce or Wall	nabilitation, or Re	emodel	
Description of Existing Use: Empty / abandoned				eting hall	
Description of Proposed Use: Remodel Shops/Sto					
Name of Contractor (If applicable): Mike Romozzi					

APPLICANT INFORMATION

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.

The primary effort will be to remodel and update the five storefronts on the first floor for use by local small businesses.

The state of the building is that it was left unattended. The roof was damaged, allowing water to run down the interior masonry walls and damage plaster and lath walls and ceilings. The water and heat were not turned off in correct order and further water damage occurred by bursting pipes. Trees in the rear courtyard were left to grow, creating a hazardous condition with overhead utility wires.

The roof has recently been replaced to prevent further damage to the property.

The trees in the courtyard have been removed to create a safe working condition for the next steps

Some interior walls need to be removed and/or replaced. New Drywall, flooring and paint throughout the first floor.

Front facing Storefronts (windows, doors and transoms) on the first floor will be repaired as needed to return the building closer to its historic precedent. The awnings will be removed to support this as well.

The side windows, some of which are boarded over, will be exposed and replaced with Glass block to improve security and efficiency. Glass block is common in other building on the block.

In the rear of the building, a second story door currently exits to the roof of a dilapidated non-historic shed. To improve safety, a new emergency exit stairs will be constructed. The shed will be rebuilt to fit under the stairs. Existing neighbor fence will be connected to the new shed building, much like it is currently.

Include a list of existing and proposed materials for each applicable category. New Construction, Relocation, or Demolition are on the next page.

Check all that apply	Building Element	Guideline Page #	Approval Types	Existing Material	Proposed Material
	Brickwork & Masonry	40	STAFF		
	Concrete & Stucco	42	STAFF		
	Siding	44	HDBR/STAFF		
	Metal	49	STAFF		
	Architectural Details	52	HDBR/STAFF		
~	Awnings & Canopies	54	STAFF	Aluminum	Removed
	Cornices	56	HDBR/STAFF		
	Chimneys	57	HDBR/STAFF		
	Doors & Entrances	59	HDBR/STAFF		
	Fire Escapes & Staircases	62	HDBR/STAFF	none	Steel
	Foundations	63	STAFF		
	Historic Garages & Outbuildings	64	HDBR/STAFF		
	Light Fixtures	66	STAFF		P. P. Carlor de Carlos de
	Porches	68	HDBR/STAFF		
	Roofs	71	HDBR/STAFF		
	Signs	74	STAFF		
•	Storefronts	78	HDBR/STAFF	Wood	Wood
•	Windows	82	HDBR/STAFF	Wood	Wood
	Window Shutters and Screens	87	HDBR/STAFF		
~	Fences and Walls	88	STAFF	Wood	Wood
	Mechanical Units	91	STAFF		
	Pools, Fountains, Gazebos & Pergolas	93	STAFF		

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

hat apply	Building Element	Guideline Page #	Approval Types	Existing Mat	erial	Proposed Material
	New Construction - Residential	94	HDBR		= .H ===	
New Construction – Outbuildings 101			Outbuildings 101 HDBR			
	New Construction – Commercial	103	HDBR			
	New Construction – Additions	109	HDBR			
	New Construction – Decks	109	HDBR/STAFF			
	New Construction –Accessibility	110	HDBR/STAFF			
	New Construction –Energy Retrofit	112	HDBR/STAFF			
	Relocation	115	HDBR			
Demolition 116			HDBR			
Other:			HDBR/STAFF		-	
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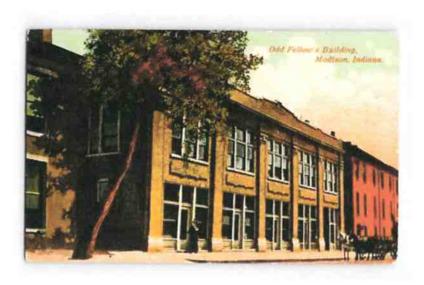


Fig 1 - Historic Postcard showing no awnings on original building. See also various pictures from Jefferson County Historical Society

- -V900446 (this image)
- -V901710 (attached)
- -V900450 (Attached)



Fig 2- Front (West Face) of building from Mulberry St. showing storefront to be remodeled and Awnings to be removed

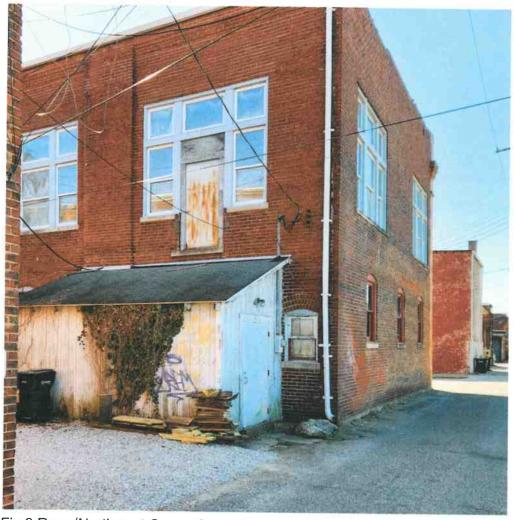


Fig.3 Rear (Northwest Corner from alley) of building showing dilapidated Shed and 2nd floor emergency exit to shed roof. Also note three (3) First floor windows on the north face of the building, to be replaced with glass block.

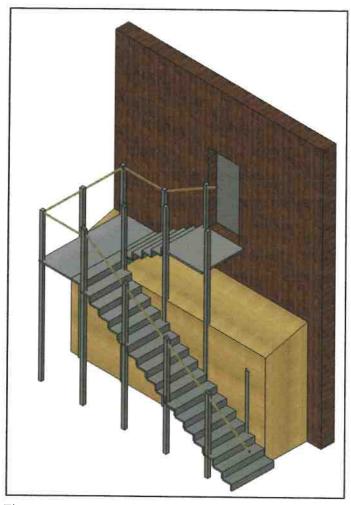


Figure 4. Approximation of Proposed Emergency Exit and Modified Shed on Rear of Building. Detailed drawings to be provided by selected contractor. Not to Scale.

Other#

Category

10: Unclassifiable Artifacts

Old#

Subcategory Archives documents

Accession#

2002.41

Source

McLain, Kenneth

Recas

Gift Recdate 09/12/02

Creditline Home loc

none - scanned from loaned photo

Description

View of the I.O.O.F. - Odd Fellows Building. Visible in photo is the Haigh Funeral Parlor.

Earlydate

0 0

Print

Postcards: 3.5 x 5.5 in.

Orig/Copy

Negative#

Latedate Studio

Film size

Frame# Slide#

Neg Loc

Collection

VC-012 McLain Postcard Collection

Title

Odd Fellows Building

Photgrapher

Place

Madison/Madison Twp./Jefferson Co./IN/USA

Event

Medium

Frame

**Proc Method** 

Copyright

Jefferson County Historical Society

Catdate

12/02/2002

Classification

Catby

RG

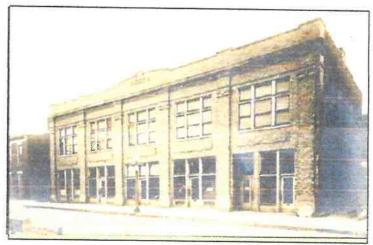
People

Subjects Search terms

Notes

Scanned from postcard in personal collection of Kenneth McLain.

007\V900450R.JPG



Other#

Category

10: Unclassifiable Artifacts

Need to Classify

Old#

Subcategory

Source

Accession#

Recas Recdate

Creditline Home loc

None - Scanned from Loaned image

Description

Street scene view of Mulberry St. north of Main St. Visible in photo is the lodge building of the I.O.O.F. (Odd Fellows).

SEE NOTES.

Earlydate Latedate

0 0

Print

3 x 5.5 in.

Orig/Copy

Studio

Film size

Frame# Slide# Negative#

Neg Loc

Collection

VC-001 General Collection

Title

Mulberry St. north of Main St.

Photgrapher

Place

Madison/Madison Township/Jefferson Co./IN/USA

Event

Medium

Frame

**Proc Method** Copyright

Catdate

03/11/2009

Catby

**Bob Thomas** 

Classification

Subjects

Street scene

People

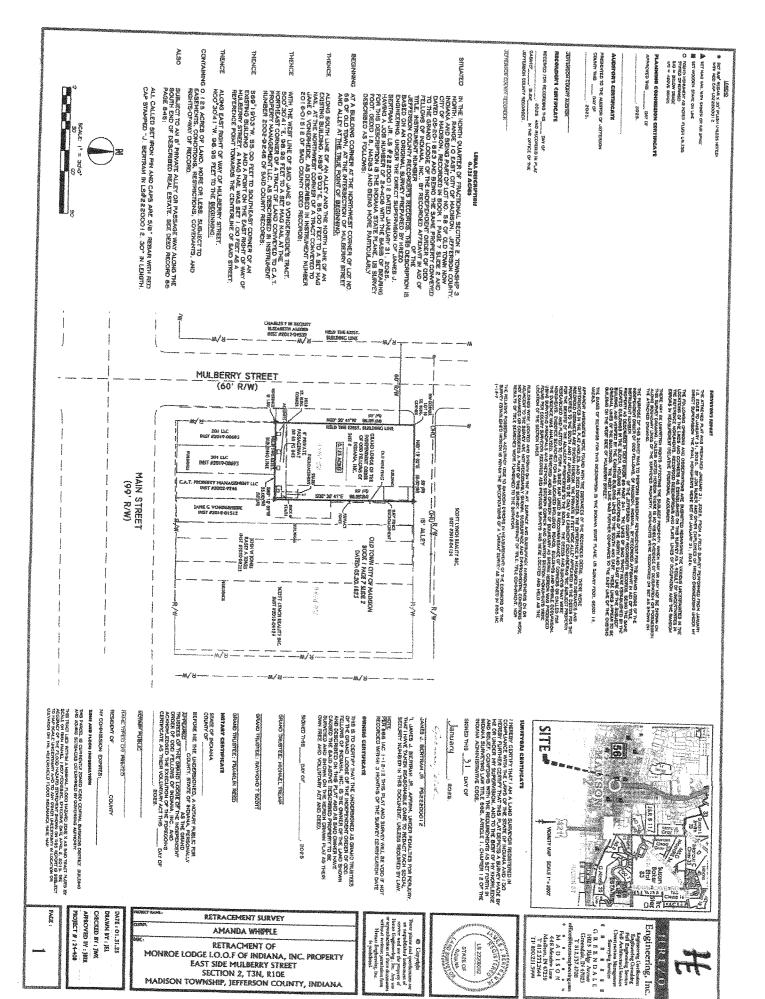
Search terms Odd Fellows building

Notes

automobile

Photo loaned by Donna I







## MADISON MADISON HISTORIC DISTRICT **BOARD OF REVIEW**

# Request for Certificate of Appropriateness

ļ	Appli
1	cation
•	has b
	een m
	iade b
	Application has been made by: (name)
)	e) Tim Godward
	ard

Proposed Action to: (explain)\_ Property Address: (address) 408 Mulberry St.

construction of new shed under fire stairs

replacement of side windows with glass block (similar to other buildings on block)

Meeting will be held on: (date) May 27, 2025

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

Time of Meeting: 5:30 PM

> POSTING DEADLINE 05-12-2025

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

For further information, Contact the Office of Planning, Preservation, & Design at (812) 265-8324.