



PROJECT BRIEF – *Historic District Board of Review*
Application for Certificate of Appropriateness at 421
Mill St. to replace rotting wood windows with
aluminum clad windows and demolish garage at rear
of property.



Current Zoning: Historic District Residential (HDR)	Project Location: 421 Mill St.
Applicant: Annette Fultz	Owner: same

Preliminary Staff Recommendation: **Deny**

Conditions:

1. N/A

Reasoning:

History, Relevant Information, & Prior Approvals:

History:

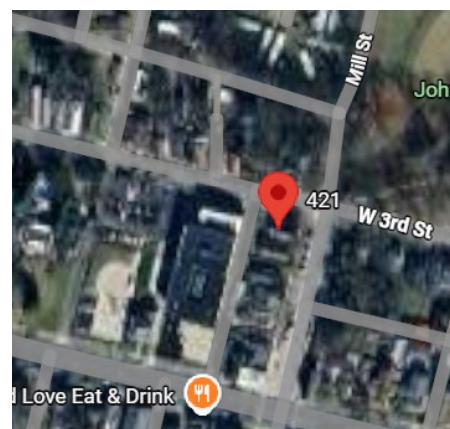
N/A

Relevant Information:

Shed is visible on 1886 Sanborn map.

Prior Approvals:

N/A



Alterations, Historical Information, & Prior Approvals:

Date	c. 1875
Style	
Evaluation	Contributing
Survey Notes	

Guidelines, Standards, & Ordinances

HDBR Guidelines Not Met:

Madison Historic District Design Guidelines – 12.0 Garages and Outbuildings p.64-65

12.1 Preserve and maintain original outbuildings such as garages, carriage houses, and sheds, as they contribute to the history of a property.

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

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.

18.3 Repair existing historic windows where possible, rather than replacing entire window units.

Ordinance Points Not Met:

N/A

Conformance with Guidelines, Ordinance & Standards:

This project is not in conformance with the guidelines and ordinance

HISTORIC RESOURCE INVENTORY FORM

Resource Address:
421-423 Mill St
Madison Indiana 47250 USA

County: Jefferson

Historic name:

Present name:

Local place name:

Visible from public right of way: Yes

Ownership:

Owner/Address:

Land unit size:

Site/Setting: On a slight hill sloping to the north with linear paths to the entrances and a chain link fence in the rear yard.



421 on left, 423 on right

Lat/Long: 38.7386740921450540, -85.3873212539673000 [WGS84]

UTM: Zone 16S, 640160.9534 mE, 4289012.1443 mN

Parcel No. GIS/Ref/ID: 28138

Historical Information

Historic Function: Domestic: Multiple Dwelling	Current Function: Domestic: Multiple Dwelling
Construction Date: ca. 1870-1879 , circa 1875*	Architect:
Original or Significant Owners:	Builder:
Significant Date/Period:	Developer:
Areas of Significance: Architecture Community Planning and Development	

Architectural Information

Category: building, House	Style:	☐ Additions ☐ Alterations ☐ Moved ☐ Other Ancillary structures: 1 total including garage
Structural:	Exterior Material(s): clapboard	
Stories: 1.5, Bays:	Roof Material: asphalt shingles	
Form or Plan: Duplex, rectangular	Roof Type: Front gable , Decorative cornice , decorative bargeboard	
Foundation: concrete	Windows: original wood 6/6 double-hung sashes	
General condition: Good	Chimney(s): one brick center straddle ridge and one brick side right side slope	
Basement:	Porch: single-story full-span open 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

Eligibility: Applicable NHL Criteria: 1, 4

Level of potential eligibility

- ☐ National
☐ State
☐ Local

Landmark potential

- ☐ National
☐ State
☐ Local



Description/Remarks

This is a 1.5-story house built in 1875. The foundation is concrete. Exterior walls are clapboard. The building has a front gable roof clad in asphalt shingles with decorative cornice and decorative bargeboard. Gabled roof with one central chimney, decorative scroll sawn bargeboard, wall dormer with a shed roof on the south side of the house. There is one center, straddle ridge, brick chimney and one side right, side slope, brick chimney. Windows are original wood, 6/6 double-hung sashes. Windows are 6/6 windows and with various others throughout. There is a single-story, full-span open porch characterized by a hipped roof clad in asphalt shingles with doric wood posts. Door at 423 is a modern replacement; door at 421 is wood with multi-light panels.

Survey and Recorder

Project: Madison, Indiana	Sequence/Key no.:	Survey Date: December 2021
Prepared By: Peggy Veregin, The Lakota Group/Douglas Gilbert Architect	Report Title/Name: Madison Local Historic District Update	Previous Surveys: Madison Reconnaissance Survey (2002-2004) ID #28138, surveyed Jul 30, 2002, Site Number 2-524
Inventoried: 09/20/2021 11:43:11 am Last updated: 07/29/2022 12:21:12 pm by Doug Kaarre / 312.467.5445 x 220	Level of Survey: ☒ Reconnaissance ☐ Intensive	Additional Research Recommended? ☐ Yes ☐ No



MADISON

Indiana
Planning, Preservation and Design

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 www.madison-in.gov/reporting.

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

* 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: Annette Foltz
Street: 421 Mill Street
City: Madison State: IN Zip: 47251
Phone (Preferred): 812-797-5512
Phone (Alternate): _____
Email: anniefoltz11a@icloud.com

OWNER INFORMATION (IF DIFFERENT*)

Name: Annette Foltz / Annes Rentals LLC
Street: 12012 Tunnelton Road
City: Bedsford State: IN Zip: 47421
Phone (Preferred): 812-797-5512
Phone (Alternate): _____
Email: anniefoltz11a@icloud.com

*** 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: 421 Mill Street

Zoning Classification: _____

Type of Project (Check all that apply)

- ☐ New Building
- ☐ Addition to Building
- ☐ Relocating a Building
- ☐ Demolition

- ☒ Restoration, Rehabilitation, or Remodel
- ☐ Fence or Wall
- ☐ Sign
- ☐ Other: _____

Description of Existing Use: Empty

Description of Proposed Use: Annes Rentals LLC Airbnb

Name of Contractor (If applicable): ? possibly Rodney Peltz

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.

Replacing rotting wood windows with aluminum clad
Demo garage at rear of property

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		
☐	Cornices	56	HDBR/STAFF		
☐	Chimneys	57	HDBR/STAFF		
☐	Doors & Entrances	59	HDBR/STAFF		
☐	Fire Escapes & Staircases	62	HDBR/STAFF		
☐	Foundations	63	STAFF		
☒	Historic Garages & Outbuildings	64	HDBR/STAFF	Remove	
☒	Light Fixtures	66	STAFF	change	
☐	Porches	68	HDBR/STAFF		
☐	Roofs	71	HDBR/STAFF		
☐	Signs	74	STAFF		
☐	Storefronts	78	HDBR/STAFF		
☒	Windows	82	HDBR/STAFF	wood	wood/Alum.
☐	Window Shutters and Screens	87	HDBR/STAFF		
☐	Fences and Walls	88	STAFF		
☐	Mechanical Units	91	STAFF		
☐	Pools, Fountains, Gazebos & Pergolas (existing)	93	STAFF		

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
☐	New Construction - Residential	94	HDBR		
☐	New Construction - 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		

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.

09-04-25

Date

Signature of Applicant

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

Documentation Review (Completed by Planning Office)

____ Owner Authorization provided (if req'd)

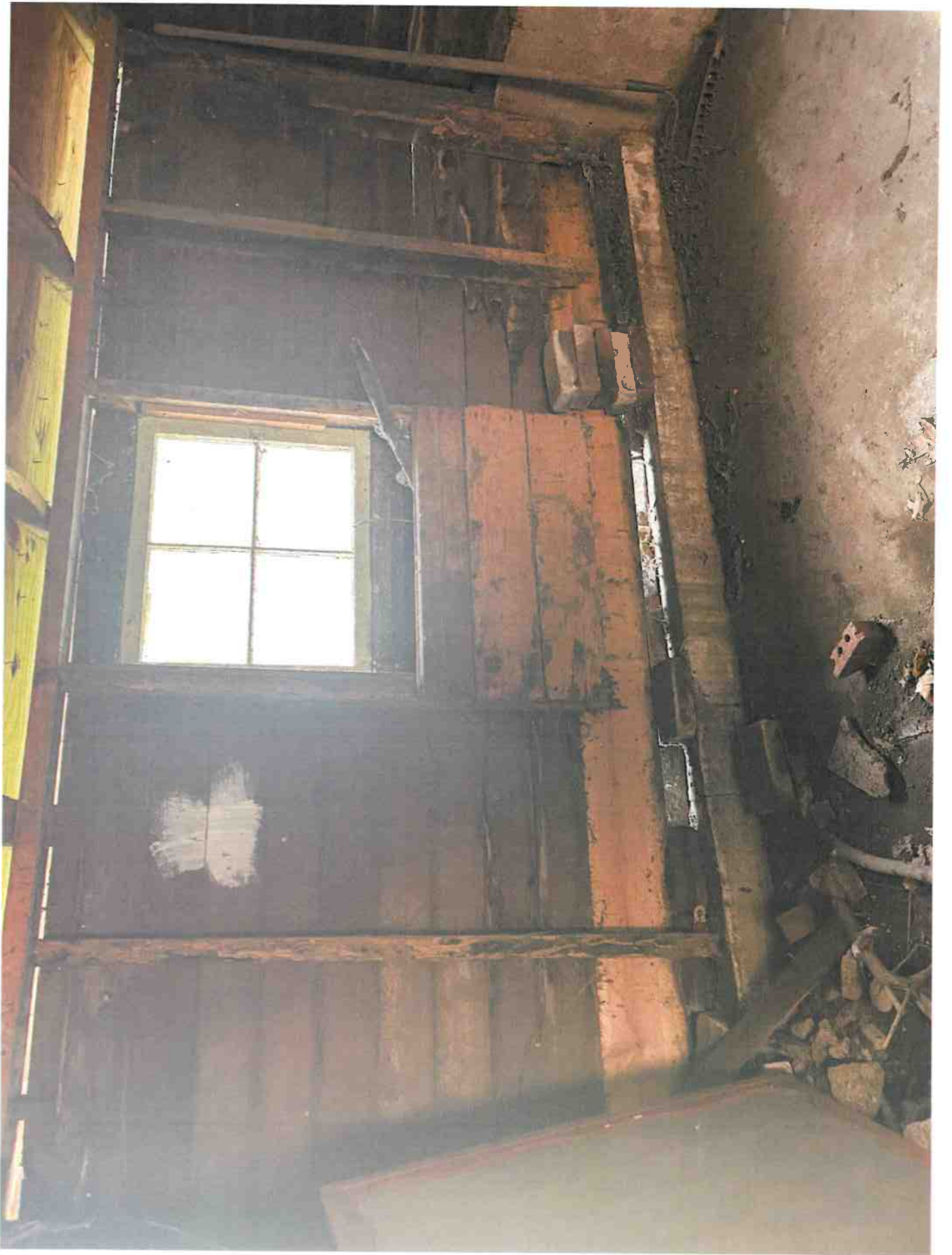
____ Site plan is adequate

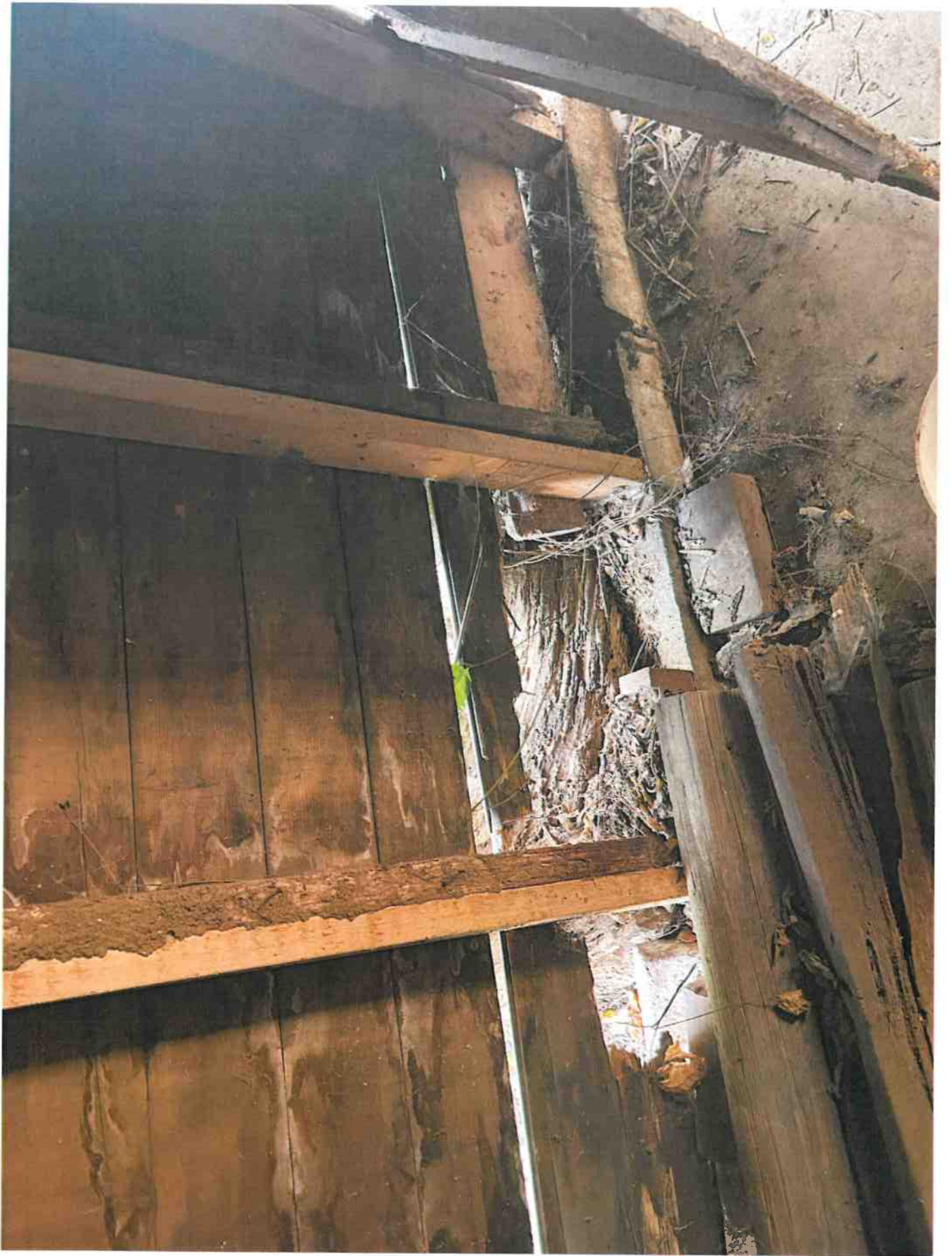
____ Application is complete

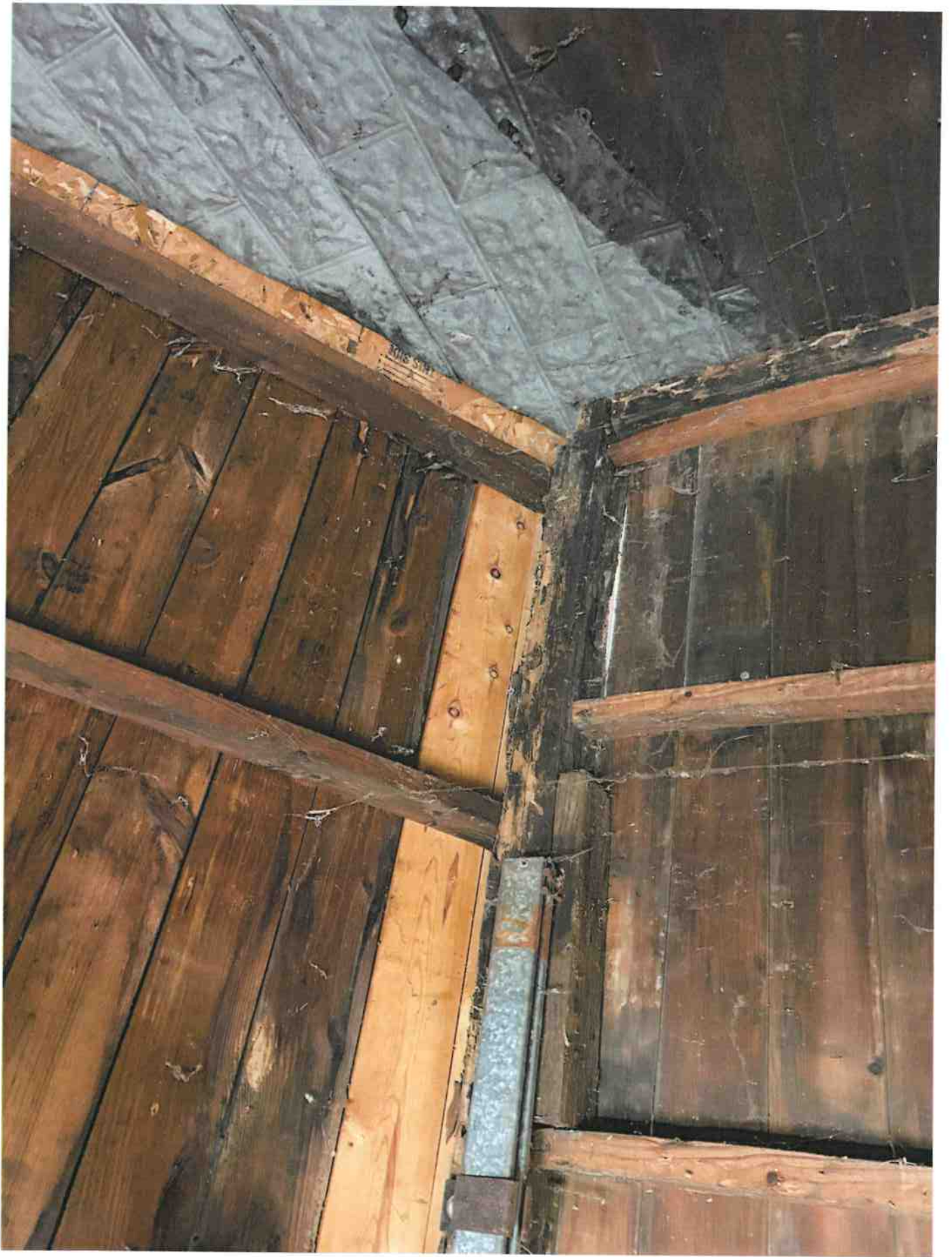
____ Required supporting documents are provided

____ COA Addendum (if req'd)

____ Notification Sign given to applicant





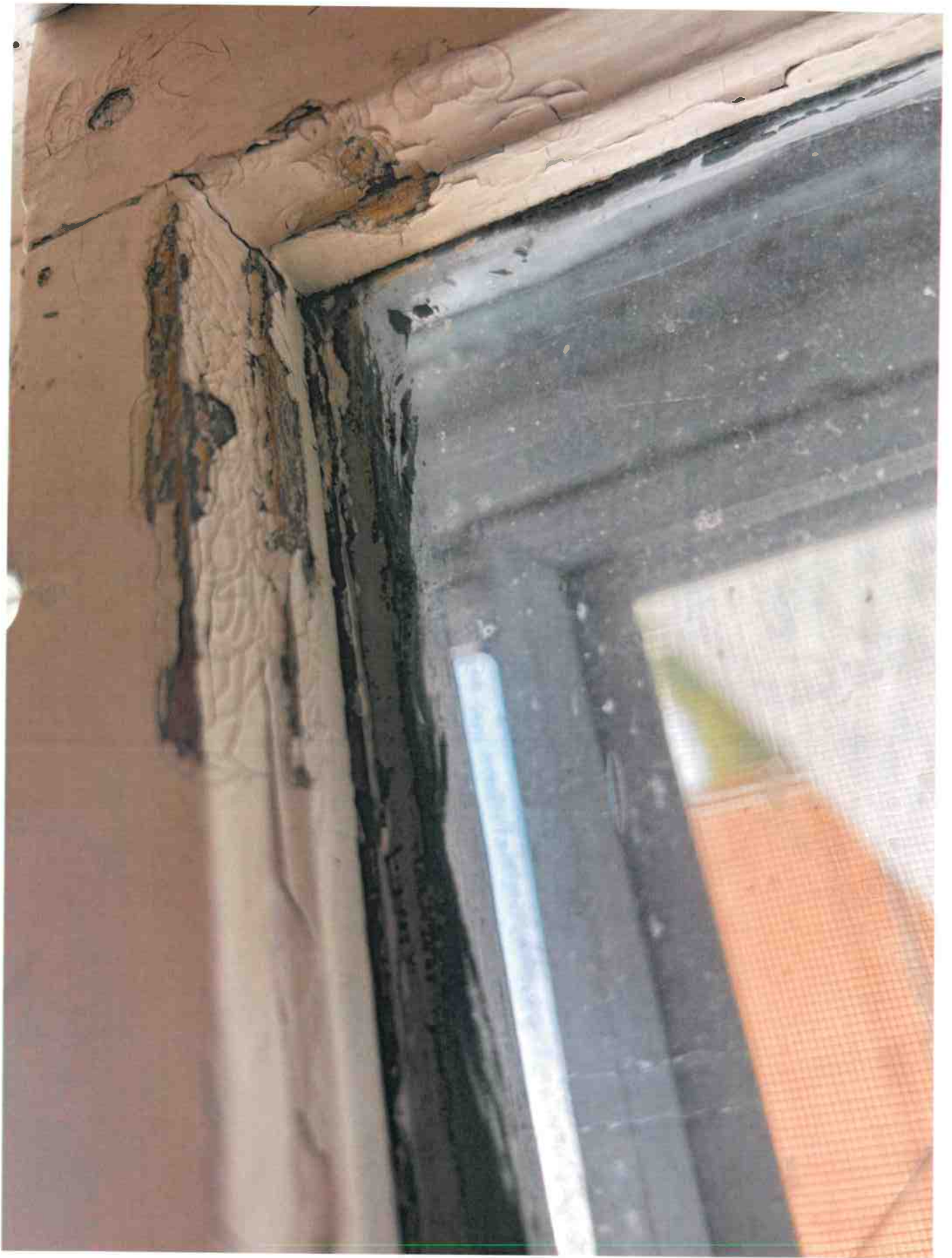


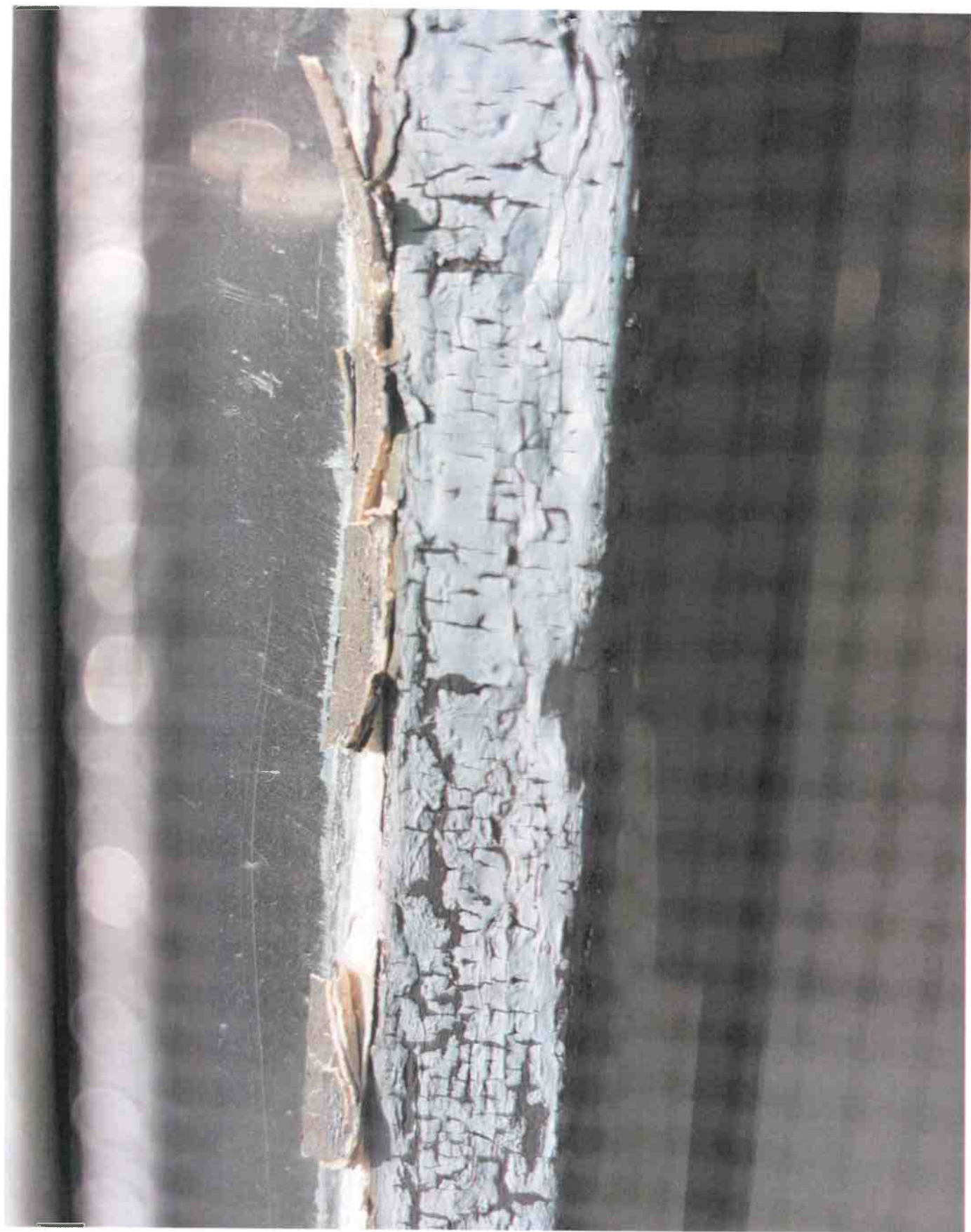






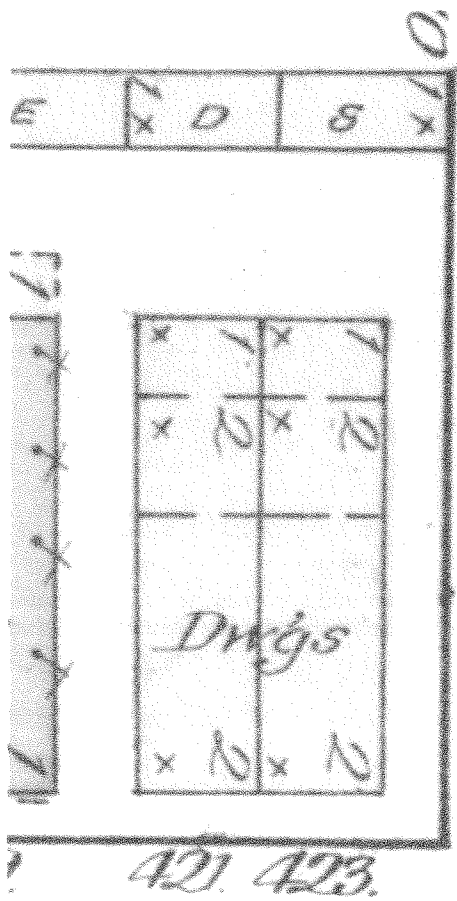














MADISON
Indiana
Planning, Preservation and Design

MADISON HISTORIC DISTRICT BOARD OF REVIEW

Request for Certificate of Appropriateness

Application has been made by: (name) Annette Fultz

Property Address: (address) 421 Mill St

Proposed Action to: (explain) replace rotting wood windows with aluminum clad windows and demolish garage at rear of property

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

POSTING DEADLINE

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

10-12-2025

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 Planning, Preservation, & Design at (812) 265-8324.