



MADISON

Indiana

Planning, Preservation and Design

PROJECT BRIEF – Historic District Board of Review
Application for Certificate of Appropriateness at 221 E.
Main St. to replace rotten wood windows with
aluminum clad windows.



Current Zoning: Central Business District (CBD)	Project Location: 221 E. Main St.
Applicant: Austin Ketcham	Owner: same

Preliminary Staff Recommendation: **Approve**

Conditions:

1. N/A

Reasoning:

History, Relevant Information, & Prior Approvals:

History:

N/A

Relevant Information:

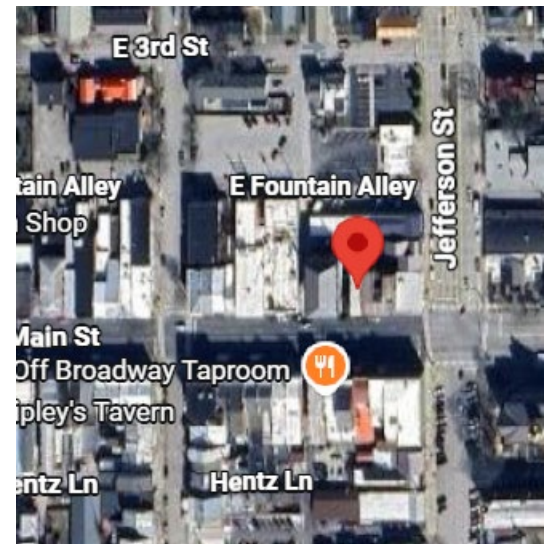
N/A

Prior Approvals:

N/A

Alterations, Historical Information, & Prior
Approvals:

Date	c. 1841
Style	Federal and Italianate
Evaluation	Contributing
Survey Notes	



Guidelines, Standards, & Ordinances

HDBR Guidelines Not Met:

Madison Historic District Design Guidelines – 18.0 Windows

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, but an exception should be made.

HISTORIC RESOURCE INVENTORY FORM

Resource Address: 221 E Main St Madison Indiana 47250 USA
County: Jefferson
Historic name: Hunt Building
Present name:
Local place name:
Visible from public right of way: Yes
Ownership: Private
Owner/Address:
Land unit size:
Site/Setting: Abuts sidewalk.



Lat/Long: 38.7364707461047900, -85.3777973233135200 [WGS84]

UTM: Zone 16S, 640993.0778 mE, 4288782.2532 mN

Parcel No. GIS/Ref/ID: 26043

Historical Information

Historic Function: Commerce/Trade: Restaurant	Current Function: Commerce/Trade: Restaurant
Construction Date: ca. 1840-1849 , circa 1841*	Architect:
Original or Significant Owners:	Builder:
Significant Date/Period:	Developer:
Areas of Significance: Architecture Community Planning and Development	

Architectural Information

Category: building, Commercial Building	Style: Federal and Italianate	☒ Additions (c. 1870) ☐ Alterations ☐ Moved ☐ Other Ancillary structures:
Structural: masonry	Exterior Material(s): original brick	
Stories: 2, Bays:	Roof Material:	
Form or Plan: Two-Part Commercial Block, rectangular	Roof Type: Shed , Decorative cornice , Brackets and Dentils	
Foundation: not visible	Windows: historic wood 2/2 double-hung sashes	
General condition: Fair	Chimney(s):	
Basement:	Porch:	

Historical Summary:

see HABS. Windle, p 157.

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 commercial building in the Federal style with Italianate influences built in 1841. The structural system is masonry. The foundation is not visible. Exterior walls are original brick. Brick is common bond. The building has a shed roof with decorative cornice and brackets and dentils. Shed roof with projecting cornice, wood dentils, eaves brackets and panels. Windows are historic wood, 2/2 double-hung sashes. Display window with dressed stone lintel on panel bulkhead, dressed stone lintels and sills on 2nd floor, metal awnings. Wood and glass door, stone lintel, metal awning. There is an addition.

Other sources: HABS IN 134-B

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 Survey (2002-2004) ID #26043, HABS IN 134-B, surveyed Jul 23, 2002, Site Number 3-0246
Inventoried: 09/20/2021 11:43:21 am Last updated: 07/20/2022 11:49:25 am 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

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

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.

* 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: _____ Austin

Ketcham _____

Street: _____ 221 E Main

St _____

City: _____ Madison _____ State: _____ IN _____ Zip: _____ 47250 _____

Phone (Preferred):

_____ 812-592-4986 _____

Phone (Alternate): _____

Email:

_____ austin.ketcham@exprealty.com _____

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: _____

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: _____

Description of Proposed Use: _____

Name of Contractor (if applicable): _____ Glass Unlimited/ Madison Iron *The Ironing Guy*
Works _____

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.

_____ 2 White wood aluminum clad windows, as outlined on quote attached.

1 fabricated metal sign bracket with signs similar to mock up _____

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook 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		
x	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		

Check all that apply	Building Element	Guideline Page #	Approval Types	Existing Material	Proposed Material
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	Fire Escapes & Staircases	62	HDBR/STAFF		
	Foundations	63	STAFF		
	Historic Garages & Outbuildings	64	HDBR/STAFF		

	Light Fixtures	66	STAFF		
	Porches	68	HDBR/STAFF		
	Roofs	71	HDBR/STAFF		
x	Signs	74	STAFF		
	Storefronts	78	HDBR/STAFF		
x	Windows	82	HDBR/STAFF		
	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.

9/23/25
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

7/31/2025

**GLASS
UNLIMITED**

807 Lanier Dr, Madison, IN 47250

(812) 273-3622

SALES PROPOSAL

Austin Ketchum
221 E Main St
Madison, IN 47250
812-592-4986
Project Address:

ESTIMATE #: AK 073125

REVISION #: 0

SCOPE OF WORK:

To supply and install: (2) Sun Architectural Double Hung windows in the second story of the customer's home. Windows to be white on the exterior, bright white interior. Sash locks with flanged keepers to be white. Windows to have 5/8" contoured, simulated divided lites, in a 1V pattern. Full screens, in white screen frame. Exterior of windows to be wrapped in white aluminum trim coil. Interior to include quarter round as needed.

SUB-TOTAL:

ADJUSTMENTS: \$

TAX:

INCLUDED

TOTAL PROPOSAL

\$ 4,551.34

Standard Terms & Conditions:

1. Payment Terms - 50% Deposit Up Front Required. Payment in Full Due at Completion of the Work
2. All materials are guaranteed to be as specified.
3. All Work is to be completed in a working like manner according to standard practices.
4. Any deviations, or unforeseen conditions that require additional costs are not included and shall be executed only upon written approval to GUINC.
5. All agreements are contingent upon strikes, accidents, and/or delays beyond our control. Including but not limited to manufacturer delays.
6. This Agreement shall commence on the date of approval and shall continue until the completion of the Services, unless terminated earlier as provided herein.

CUSTOMER SIGNATURE OF APPROVAL: _____

DATE: _____

Completed by: LM

Reviewed by: _____

SCHEDULE

Quote: 526734

Ship Date: Quote Not
Ordered

Zone: 25

Order Date: Quote Not Ordered

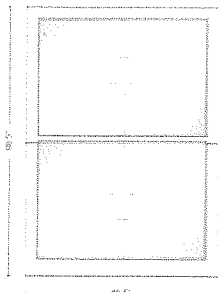
Project Name: Unassigned

Quote Name: Ketchum

Dealer: GUINC LLC dba Glass Unlimited

PO:

Line# 100-1



Viewed From Exterior

Quantity:

x 2

Unit Size: 49.5" X 68.5"

Rough Opening: 50" X 69"

Room: None Assigned

USA Clad Architectural Double Hung 49.5" x 68.5"

Overall Dimension = 49.5" x 68.5"

Unit Width = Custom, Unit Height = Custom

Exterior Color = White \ Interior Color = Bright White

Dual Glazed \ Sun Advantage 366

Sash Locks W/ Flanged Keeper \ White

Full Screen \ Extruded \ White \ Ship Separate

5/8" SDL \ Colonial \ White \ Raised Glass 1: \ 2w

Glass 2: Upper Number Wide = 2 Glass 1: 1h

Glass 2: Upper Number High = 1

Nailing Fin Removed

4 9/16" Jamb Depth \ Contemporary Glass Stop

Interior Balance Cover Color = White

U-Factor = N/A \ SHGC = N/A \ CR = N/A \ VT = N/A \ CPD = N/A

----- Line Item Notes -----

You have chosen to Ship Screen Separate

Madison Iron Works Inc
4427 E Pleasant Ridge Rd
Madison, IN 47250 US
+18122656861
miwinc@hotmail.com

Estimate

ADDRESS

eXp Realty
304 Jefferson St
Madison, IN 47250

ESTIMATE # 1174

DATE 09/05/2025

EXPIRATION DATE 10/03/2025

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Attn: Austin Ketcham 812-592-4986			
	Services	Fabricate sign bracket using scroll work and 1-1/4" square bar for signage and 3/8 x 2 back bar for mounting with holes. Sandblast and powder coat	1	745.00	745.00
	Services	Laser and fabricate two signs with color in between and mounting hangers	1	640.00	640.00

Contact Madison Iron Works Inc to pay.
There is a 3% transaction fee on all debit/credit
card purchases.

Terms: 50% Down payment and 50% at
Completion

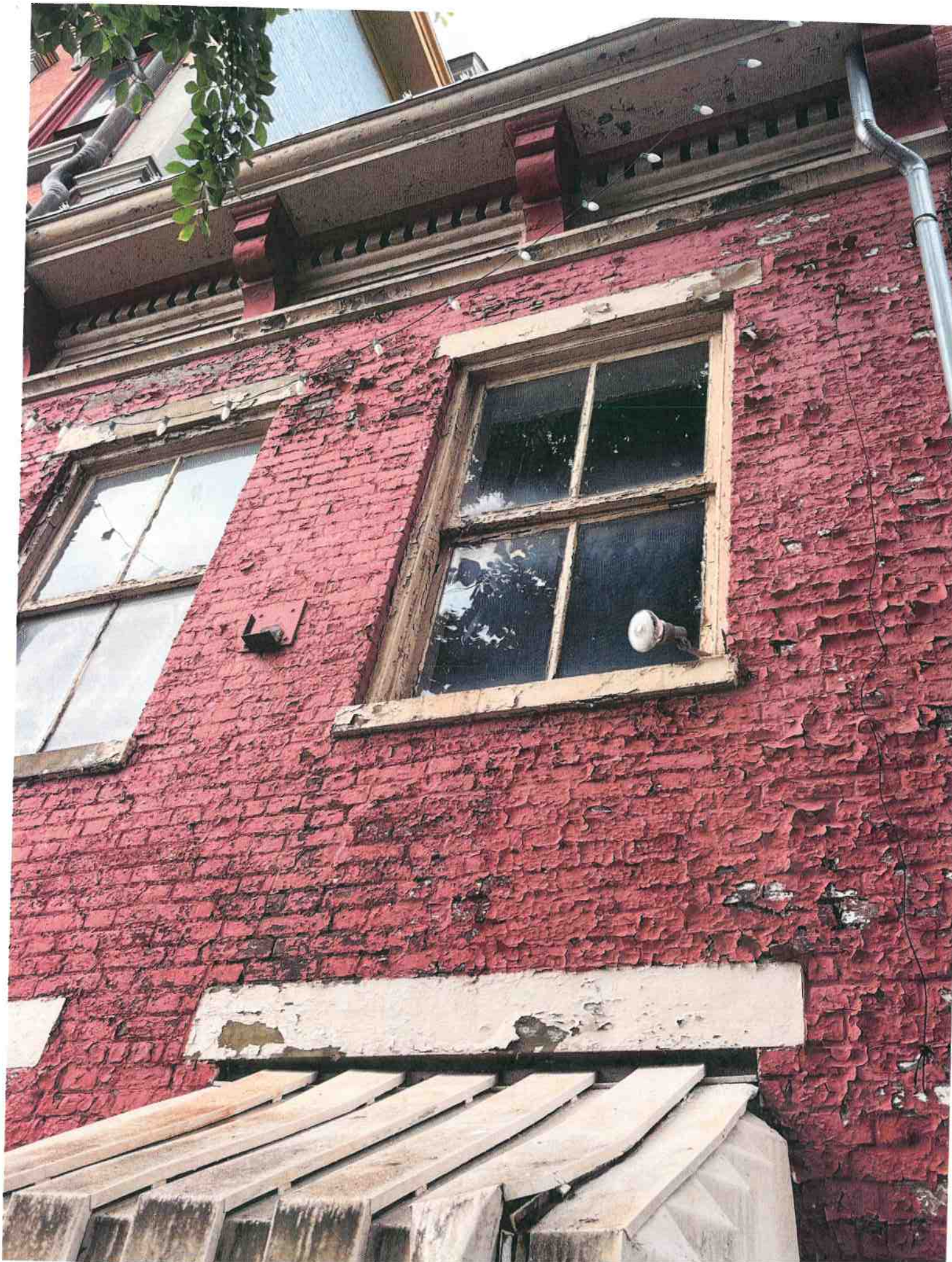
Note: All debit/credit card payments will incur a
3% transaction fee

TOTAL

\$1,385.00

Accepted By

Accepted Date

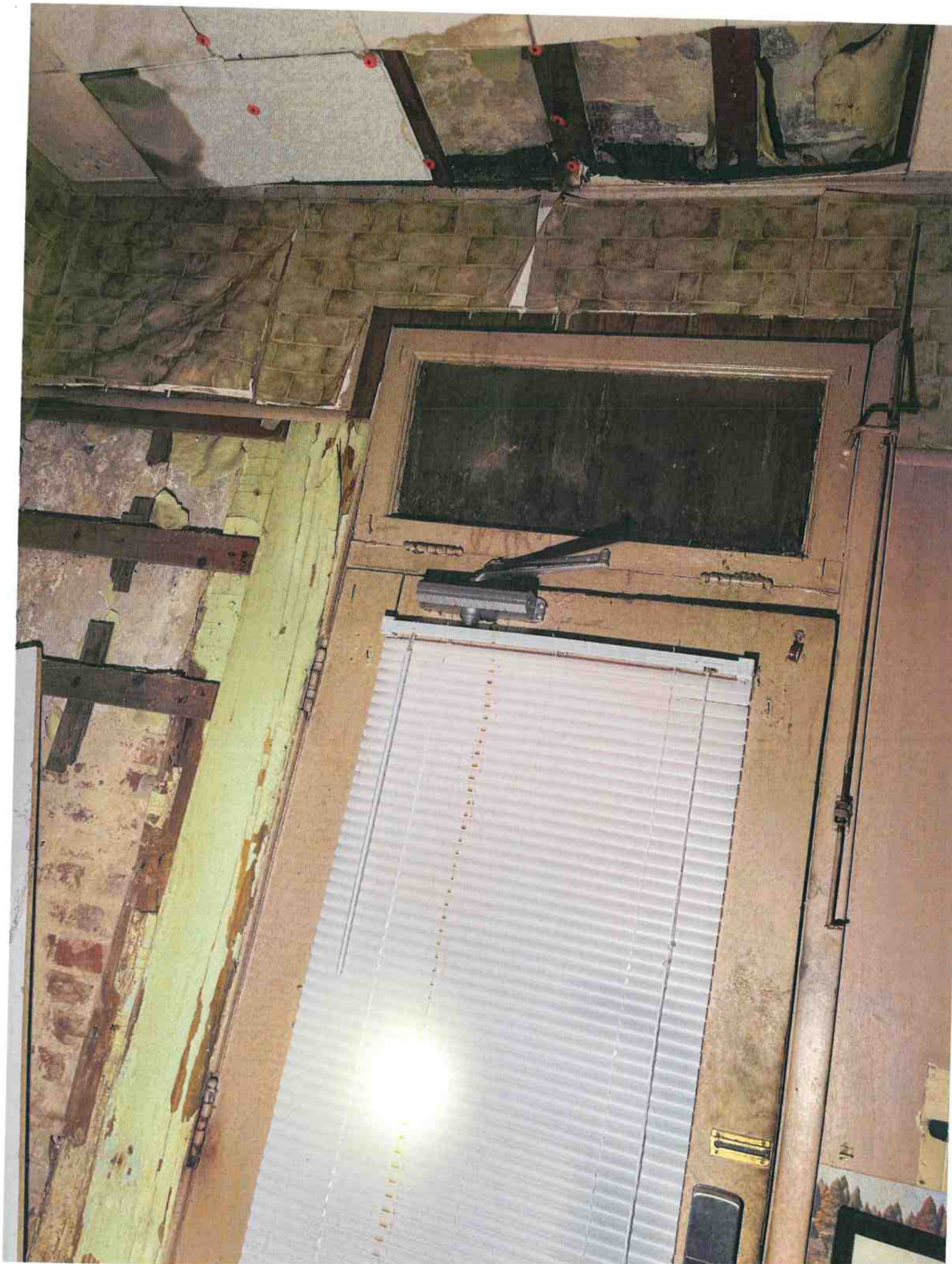




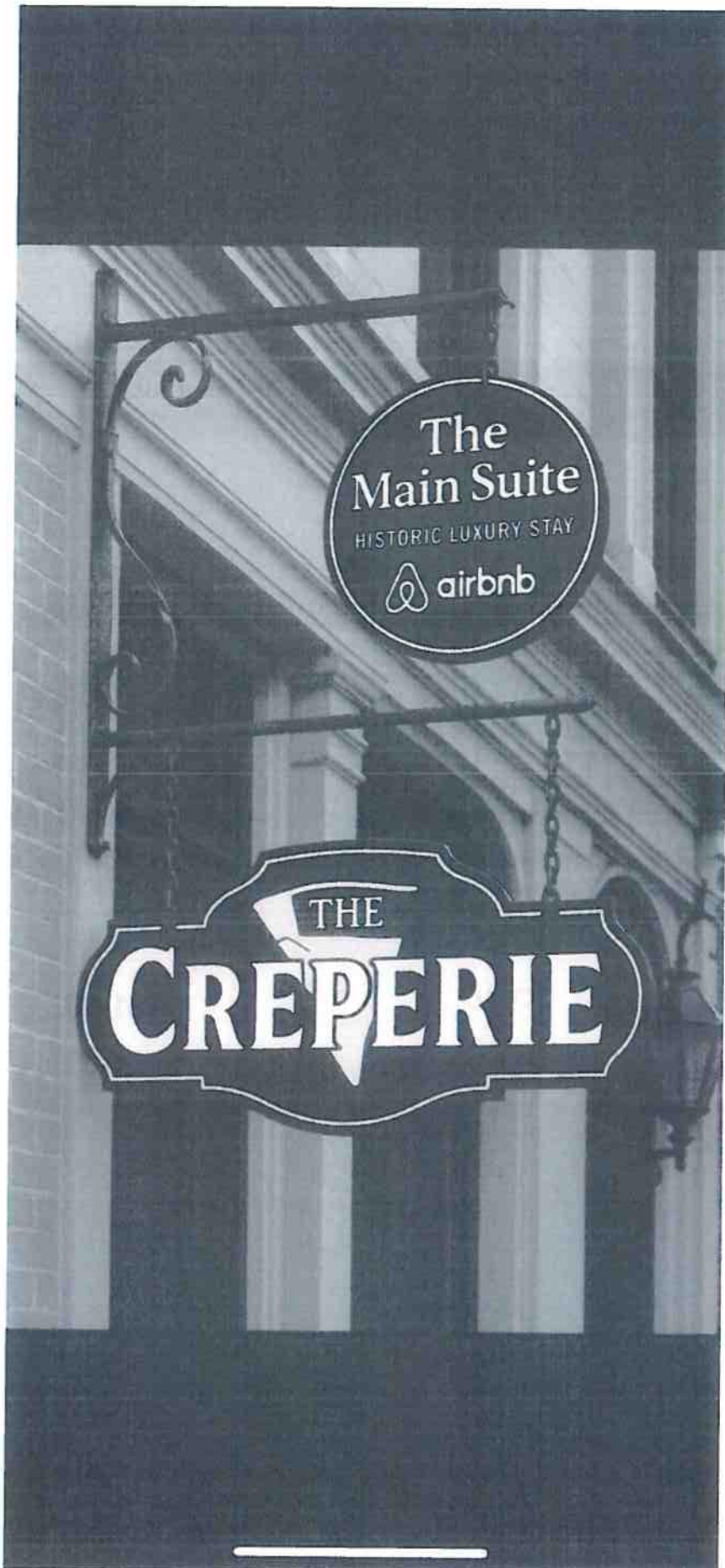
NO SMOKING
IN THIS FACILITY



WINNER!
BEST OF
2012!









MADISON
Indiana
Planning, Preservation and Design

MADISON HISTORIC DISTRICT BOARD OF REVIEW

Request for Certificate of Appropriateness

Application has been made by: (name) Austin Ketcham

Property Address: (address) 221 E. Main St.

Proposed Action to: (explain) _____
replace rotten wood windows with aluminum clad windows

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

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

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.

POSTING DEADLINE

10-12-2025