



## PROJECT BRIEF – BZCU-25-17

Application Date: 08/12/2025

Meeting Date: 09/08/2025

### Application Description:

An application has been filed for a Conditional Use Permit for Short-term rental.

Current Zoning: Specialty District(SD)	Project Location: 505 W Main St
Applicant: Samuel Lowenfield	Owner: Sycamore on Main LLC

### Preliminary Staff Recommendation: Approve with Conditions

#### Conditions:

1. Adhere to the House Rules as submitted
2. Maximum of 6 occupants
3. Maximum of 3 vehicles

#### Reasoning:

Conditions ensure that the use of the property as a short-term rental will not negatively impact the surrounding neighborhood. House is listed as 3 bedrooms on GIS.

### History, Relevant Information, & Prior Approvals:

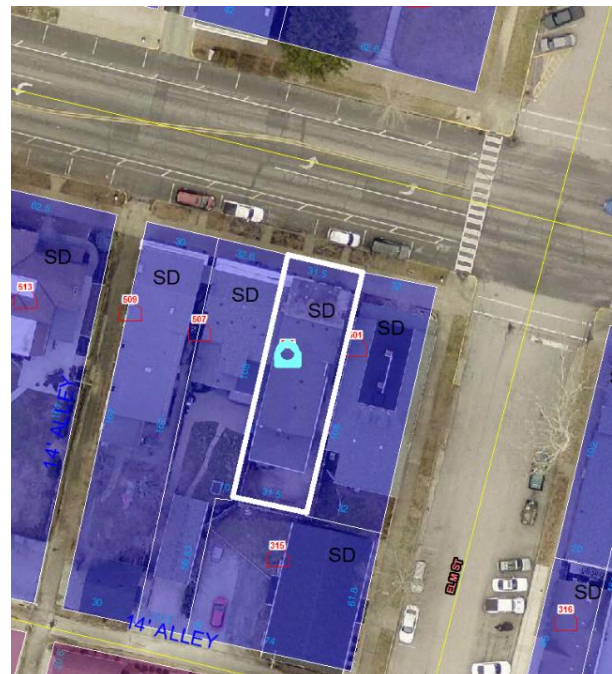
#### History:

#### Relevant Information:

#### Prior Approvals:

#### Surrounding Zoning and Land Use:

North: Specialty District(SD)
South: Specialty District(SD)
East: Specialty District(SD)
West: Specialty District(SD)



## Comprehensive Plan, Ordinances, & Finding of Fact

### Comprehensive Plan:

*Future Land Use Designations (Page 74-78)*

#### DOWNTOWN CORE

This designation refers to the downtown core which encompasses much of area along Main Street and extends to the river between West and East streets. There are a mix of uses (residential, commercial, civic) contained in the 133-block historic district. Development occurs on an urban grid traversed by major thoroughfares (Main Street, Michigan Road, SR 7 and US 421). Like the Neighborhood Mixed- Use designation above, vacant lots should be redeveloped with compatible infill that reflects the desired character of the neighborhood. Chapter 8: Targeted Redevelopment outlines redevelopment opportunities, several of which occur in the downtown core. Enhancing and maintaining connectivity, infrastructure and utilities must be approached in a proactive manner.

### Ordinance:

*SECTION 6.22 SPECIALITY DISTRICT (SD) (Page 79-80)*

#### C. Restrictions for Conditional Uses

1. All conditional uses permitted in the Official Schedule of Uses shall conform to the General Restrictions. Special restriction may also be imposed in addition to the General Restrictions.

### Finding of Fact:

*Finding of Fact #1 - Do you agree this is in fact a conditional use as established under the provisions of Article V and appears on the Official Schedule of Uses adopted by Section 7.00 for the zoning district involved?*

The applicant has provided the following response:	Yes. From what I understand, this use lines up with what the zoning allows as a conditional use for this area. We're not trying to do anything outside the city's rules — just run a short-term rental that fits right in with the neighborhood and the code.
Staff Response:	Yes, short-term rentals are allowed as a conditional use under category 581.

***Finding #1 has been satisfied.***

*Finding of Fact #2 - Do you agree this will be harmonious with and in accordance with the general objectives, or with any specific objectives of the City's Comprehensive Plan and/or the Zoning Ordinance?*

The applicant has provided the following response:	Yes. Our place fits the City's vision for downtown — bringing in visitors, keeping the historic charm alive, and giving a boost to local businesses. We're not changing the look or the feel of the place, just sharing it with folks who want to enjoy Madison.
Staff Response:	Yes, the use as a short term rental meets the general objectives of the Comprehensive Plan and Zoning Ordinance.

***Finding #2 has been satisfied.***

*Finding of Fact #3 - Do you agree this will be designed, constructed, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area?*

The applicant has provided the following response:	Yes. The house is already in great shape and will stay that way. Any fixing-up or improvements will match the style of the home and the character of the neighborhood. It'll still look like the same historic home on Main Street it's always been.
Staff Response:	The property will maintain the appearance of a single family home and therefore will be harmonious with the character of the general vicinity.

***Finding #3 has been satisfied.***

*Finding of Fact #4 - Do you agree this will not be hazardous or disturbing to existing or future neighboring uses?*

The applicant has provided the following response:	Yes. We're not looking to cause any headaches for the folks around us. We have clear house rules — no parties, quiet hours, no parking messes, etc. Guests will be reminded this is a historic neighborhood and to treat it as such.
Staff Response:	Assuming the house rules are adhered to, this should not be disturbing to the neighboring uses.

***Finding #4 has been satisfied with the proposed conditions.***

*Finding of Fact #5 - Do you agree this will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structure, refuse disposal, water and sewer, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services?*

The applicant has provided the following response:	Yes. The property already has water, sewer, power, trash pickup, and access to police and fire protection. There's nothing extra the city will have to provide.
Staff Response:	Yes, this property has existing public services.

***Finding #5 has been satisfied.***

*Finding of Fact #6 - Do you agree this will not create excessive requirements at public expense for public facilities and services and will not be detrimental to the economic welfare of the community?*

The applicant has provided the following response:	Yes. Our guests won't be creating extra strain on public services. They'll use regular trash service, and there's no special infrastructure or extra cost to the city for what we're doing.
Staff Response:	The use of this property as a short-term rental will not create excessive requirements at public expense.

***Finding #6 has been satisfied.***

*Finding of Fact #7 - Do you agree this will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors?*

The applicant has provided the following response:	Yes. There will be no smoke, fumes, odors, or anything that could hurt people or property. It's just a clean, quiet place for folks to stay while they're visiting.
Staff Response:	Assuming the house rules are adhered to, the use as a short term rental should not be detrimental to the general public.

***Finding #7 has been satisfied with the proposed conditions.***

*Finding of Fact #8 - Do you agree this will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?*

The applicant has provided the following response:	Yes. We've got easy access off Main Street and room for parking without blocking traffic or making it unsafe for anyone driving through. Guest traffic will be light and spread out.
Staff Response:	If the conditions of limiting the number of occupants and vehicles are agreed to by the board, the short term rental should not interfere with traffic.

***Finding #8 has been satisfied with the proposed conditions.***

*Finding of Fact #9 - Do you agree this will not result in the destruction, loss or damage of natural, scenic, or historic features of major importance?*

The applicant has provided the following response:	We're not tearing anything down or messing with the historic features. We'll keep the property looking the same, preserving its part in Madison's historic downtown.
Staff Response:	Yes, this will not result in the loss of any natural, scenic or historic features.

***Finding #9 has been satisfied.***



## BZCU-25-17

Conditional Use Permit

Status: Active

Submitted On: 8/12/2025

### Primary Location

505 W MAIN ST  
MADISON, IN 47250

### Owner

Lowenfield Samuel  
WEST COUNTY ROAD 900 SOUTH  
5530 MADISON, IN 47250

### Applicant

 Samuel Lowenfield  
 915-258-3091  
 smlowenfield@gmail.com  
 505 W Main Street  
Madison, Indiana 47250

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## General Information

Are you the property owner?\*

Yes

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## Permit Information

Type of Application

Initial Application

Zoning Classification

Historic District Residential (HDR)

### Legal Description of Property

Property Address: 505 West Main Street, Madison, Indiana

Parcel Number: 39-13-02-223-028.000-007

This property is a portion of Lot 153 in the Addition West to the City of Madison, Jefferson County, Indiana. It consists of a rectangular area approximately 33 feet wide by 120 feet deep, beginning at the northwest corner of the lot on the south side of Main Street.

Exceptions:

- A 3-foot strip along the southern edge of the property has previously been conveyed and is not included.
- A small triangular segment (0.0035 acres) on the western edge is also excluded, as recorded in 1992.

Easement:

The property includes a recorded sanitary sewer easement extending to the public alley between Elm and Vine Streets.

## Description of Existing Use

The property is currently a single-family residential home. It is not being used for commercial purposes at this time and serves as a private dwelling.

## Description of Proposed Use

The proposed use is to operate a short-term vacation rental (VRBO) from the existing single-family home. The property will be professionally managed and rented to families, couples, and travelers seeking temporary accommodations in Madison, Indiana. The home will not be altered structurally, and all guest stays will be in accordance with local ordinances, occupancy limits, and quiet hours. The use will be low-impact, with minimal traffic and no on-site events or commercial activities beyond lodging.

## Proposed Schedule of Uses Category #

581 Retail - Hotels, Tourist Courts, Tourist Home,  
Residential Hotel, Motels & other Transient Housing

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## Narrative

**Is this use in fact a conditional use as established under the provisions of Article V and appears on the Official Schedule of District Regulations adopted by Section 7.00 for the zoning district involved?\***

Yes. From what I understand, this use lines up with what the zoning allows as a conditional use for this area. We're not trying to do anything outside the city's rules — just run a short-term rental that fits right in with the neighborhood and the code.

**Will this use be harmonious with and in accordance with the general objectives, or with any specific objective of the City's Comprehensive Plan and/or the Zoning Ordinance?\***

Yes. Our place fits the City's vision for downtown — bringing in visitors, keeping the historic charm alive, and giving a boost to local businesses. We're not changing the look or the feel of the place, just sharing it with folks who want to enjoy Madison.

**Will this use be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area?\***

Yes. The house is already in great shape and will stay that way. Any fixing-up or improvements will match the style of the home and the character of the neighborhood. It'll still look like the same historic home on Main Street it's always been.

**Will this use not be hazardous or disturbing for existing or future neighboring uses?\***

Yes. We're not looking to cause any headaches for the folks around us. We have clear house rules — no parties, quiet hours, no parking messes, etc. Guests will be reminded this is a historic neighborhood and to treat it as such.

**Will this use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services?\***

Yes. The property already has water, sewer, power, trash pickup, and access to police and fire protection. There's nothing extra the city will have to provide.

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## Narrative (Continued)

**Will this use not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic welfare of the community?\***

Yes. Our guests won't be creating extra strain on public services. They'll use regular trash service, and there's no special infrastructure or extra cost to the city for what we're doing.

**Will this use not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors?\***

Yes. There will be no smoke, fumes, odors, or anything that could hurt people or property. It's just a clean, quiet place for folks to stay while they're visiting.

**Will this use have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares?\***

Yes. We've got easy access off Main Street and room for parking without blocking traffic or making it unsafe for anyone driving through. Guest traffic will be light and spread out.

**Will this use not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance?\***

We're not tearing anything down or messing with the historic features. We'll keep the property looking the same, preserving its part in Madison's historic downtown.

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## Acknowledgement

*Certified letters MUST be mailed to adjoining property owners (includes owners of real estate at corners, accross streets, alleys or easements as well as others who may share a common boundary) at least ten (10) days prior to the meeting. The Planning Office can assist you in obtaining this information. Proof of the Certified Mail receipts and the corresponding returned green cards shall be given to the Planning Office at least one (1) working day prior to the scheduled meeting. The Board will not review the application unless these are received.*

**I certify that the information provided in this application is true and accurate to the best of my ability and I understand and agree to the Certified mail stipulations.**

Digital Signature\*



Samuel Miles Lowenfield

Aug 6, 2025



Owner: Sycamore On Main, LLC  
Address: 505 W Main Street, Madison, IN 47250





# *Sycamore Hollow*

— on Main —







# *Sycamore Hollow*

— on Main —



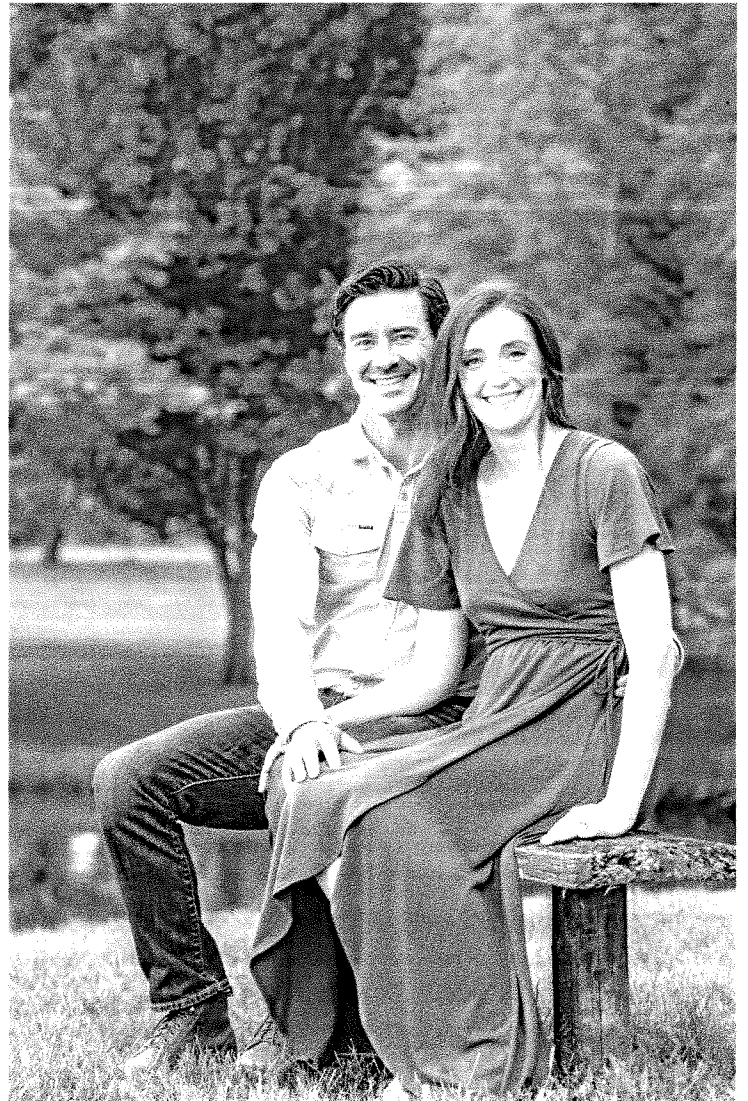
WELCOME!

We are pleased to host you here  
on Main Street!

We sincerely hope that you enjoy  
your time in historic Madison,  
Indiana.

Whether you are here to retreat,  
celebrate, or explore we are  
thankful to be a small part of your  
adventure.

Wishing you the Best,  
The Lowenfields,  
Miles and Regina



[www.sycamorehollow.com](http://www.sycamorehollow.com)



# Check-In



## WIFI

Username:

Sycamore on Main

Password:

Relax



## Contact

Sycamore Hollow:

812-818-6453


OR

Contact us through the message portal of the booking site you used.




## Keypad


Your key code is the last four digits of the phone number you used for booking. To lock: simply press the lock button. To unlock: enter your code.



**Thermostats:** There are two thermostats in the house; one on each level. The main level thermostat is located in the dining room. The upper level thermostat is located in the bedroom with the King bed.



**Parking:** Parking is on street and is first come first serve. If all spots in front of the house on Main Street are taken, you may park around the corner on Elm street or across the street at the Library. Parking does fill up quickly on festival days, and we highly recommend walking on those days when possible.



**Quiet Hours and Parties:** Quiet hours are from 9pm-7am. Complaints from neighbors will be promptly addressed. No unauthorized parties.



# House Info



## House Rules

### No Smoking

No smoking or vaping of any kind on the property.

### No Pets

No pets allowed. No exceptions.

### No Parties

No unregistered guests allowed on the property and no unapproved parties.



## WATCH YOUR STEP

This is a historic home and it has undergone multiple additions and renovations. For your safety: Please be mindful of random floor transitions and the steep stairs.



## Fireplaces:

For your safety our fireplaces are no longer usable.



## Accidents Happen!

Please report damage immediately.




## Pool Towels

Pool towels are stored in the laundry room and available for your use.



## Bikes

Two bikes are available for your use in the utility closet on the side of the house. Please use the provided locks to lock up your parked bike in town.



**TV'S:** TV's are smart TV's. You may log into your accounts and stream your shows. We do not provide cable but live TV is available on the YouTube TV app. Please remember to log out of any personal accounts that you signed into.





# Check-Out



Check-out time: 10am



## Beds, Towels, & Blankets:

Leave all used beds unmade.

Pile all used towels in bathtubs.

Place all used throw blankets in the basket in the laundry room.



## Children's items:

If you used the pack & play, the high chair, or any toys please leave them out so that we can thoroughly clean them for the next guests to enjoy!



## Streaming:

Remember to log out of personal accounts.



## Trash:

We do not currently have a recycling program so please gather all trash from the bathrooms and the kitchen and place in the bin outside.



## Dishes:

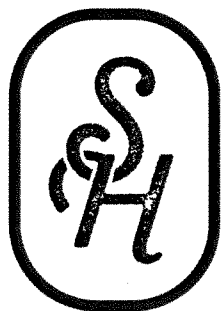
Hand wash all pots and pans. Place the rest of the dishes in the dishwasher and start it.



## Upon Leaving:

Ensure all three exterior doors are locked.


Text: 812-818-6453



Farewell! And thank you for choosing Sycamore Hollow on Main! We sincerely hope your stay was lovely. We wish you safety and happiness on your way!



# Local Spots



Madison is full of history and has many wonderful options when it comes to amenities. This list is not at all extensive! To find more information on local food trucks and other specific cuisine or experiences that you may enjoy, visit

[www.visitmadison.org](http://www.visitmadison.org)



## Lunch and Dinner

Red on Main

Mad Love Burgers

River Oak Chophouse

The Creperie (brunch & lunch)

Private Picnic at Sycamore Hollow



## Coffee

### Walkable and Breakfast:


The Attic (our favorite)

Analog Coffee

Red Roaster (breakfast burrito)

### Drive:

Hos Coffee (donuts)



## Convenience and Grocery

Downtown: Dollar General Market

Hilltop: Kroger, Walmart, Aldi



## Experiences

### Lanier Mansion:

Historical Tour

### Clifty Falls State Park

Drive through or hike and see the waterfalls

### Vintage Lanes:

Duck Pin Bowling and Wine Bar

### Crystal Beach Public Pool:

Memorial Day- Labor Day

### Sycamore Hollow:

Curated Private Experiences  
(fishing, hiking, camping, picnics)




## Sweets

Pin Up Bake Shop, Scoops Ice Cream, Cocoa Safari Chocolate



# Children



We hope that we have provided what you need to ensure a lovely stay for your whole family! Please review the following information to get better acquainted with what is available for you and your little ones in this home.



## Toys

We have provided a few open ended toys that can easily be sanitized. You can find them in the storage bench in the Sunroom next to the Kitchen. Pull on the knobs and the doors will open “out and down”. We ask that you place all used toys in the basket next to the bench so that they can be cleaned for the next guests.



## Highchair

There is a fold away highchair in the laundry room. Instructions are in the bag. Please do not misplace the instructions to insure that every guest can have access and ease of use. Please leave the highchair out after using it so that we can clean it for our next guests.



## Utensils

Children’s Plates, Bowls, and Cups are available in the Kitchen.



## Crib

There is a foldaway crib available for your use. It is stored in the closet of the queen bedroom. Along side you will find a separate insertable mattress, as well as crib sheets. Please leave out all items that have been used so that they can be cleaned.




## Baby Gate

A baby gate is available for your use. You may find it in the laundry room.





# Emergency



If you are experiencing an emergency please dial 911  
immediately!

505 W Main Street

Madison IN, 47250



## Fire Department

Non- Emergency:

812-265-2712



FIRE EXTINGUISHER IS IN THE  
LAUNDRY ROOM



## Medical

Non- Emergency:

Hospital

Kings Daughters Health

1373 E SR 62, Madison IN

812-801-0800

Convenient Care

Norton Immediate Care

445 Clifty Dr, Madison IN

812-273-5372



## Police Department


Non-Emergency

812-265-3347



## Indiana Poison Center:

800-222-1222



If your emergency involves our property please contact  
us as soon as possible.

812-818-6453