MADISON

COMMERCIAL DESIGN REVIEW GUIDELINES

MADISON, INDIANA

PREPARED FOR THE CITY OF MADISON, INDIANA

THOMASON AND ASSOCIATES,

PRESERVATION PLANNERS

NASHVILLE, TENNESSEE

2009

INTRODUCTION

Historic preservation is a major factor in community and economic development of Indiana's towns and cities. A number of communities across the state have enacted historic district zoning, and historic preservation is now incorporated in many city and county planning efforts. The City of Madison recognizes the importance of revitalizing historic commercial and residential areas of the city as part of its economic goals.

The City of Madison adopted a municipal Historic Preservation Ordinance in 1982 and established a Historic District Board of Review to undertake the City's historic preservation program and to guide the future preservation policies, planning, and programs:

- To safeguard the heritage of the City by establishing a historic district
- To establish the means of protecting the district's natural and man-made heritage while providing guidelines for compatible new architectural development
- To stabilize and improve property values within the district
- To foster civic beauty and improvements
- To strengthen local economy
- To promote the use of the historic district for the education, pleasure, and welfare of the citizens of the city, state, and nation.

The Madison Historic District became a National Historic Landmark (NHL) in 2006, a designation that recognizes the city's importance nationally for its impressive collection of nineteenth and early twentieth century architectural designs.

City of Madison

2009

Tim Armstrong, Mayor

City Council	Planning/Building Inspection Department	Historic District Board of Review
Bob Schoenstein	Mike Hoffman	Tony Hertz
President	Building Inspector	Virginia Jorgensen
		Dirk Cheatham
Rick Berry	Louann Waller	Paul Davis
Pete Backus, Sr.	Planning Secretary	Mindy McGee
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Acknowledgements

The Cornerstone Society considers it an honor and a privilege to present these, the first set of Design Review Guidelines for use in Madison's historic District. The Cornerstone Society wishes to express its sincere appreciation to all those who have participated in the process and have contributed to the development of these manuals, especially:

to **Marsh Davis**, President of Historic Landmarks Foundation of Indiana, for identifying the need for, and the importance of having, comprehensive design guidelines and for arranging to make available the initial funding for this undertaking;

to **The Efroymson Fund**, a Central Indiana Community Foundation fund, for providing the initial funding for this project;

to the following local organizations that recognized the need for design guidelines and made financial contributions that enabled the hiring of a nationally recognized expert to develop guidelines tailored specifically for Madison's Historic District:

The King's Daughters Hospital

River Valley Financial Bank

Community Foundation of Madison and Jefferson County

Historic Madison, Inc.

City of Madison

Cornerstone Society, Inc.

to the members of the **Madison Design Guidelines Taskforce** that was assembled to plan the project, select a contractor, and oversee the project to its completion:

Tim Armstrong	Mayor, City of Madison
Mike Hoffman	City Building Inspector
Al Huntington	former Mayor, City of Madison
Dave Carlow	former City Council member
Jim Storm	former Building Inspector
Jeff Brautigam	Former Madison Historic District Review Board member
Rich Murray	Cornerstone Society, Inc.
Heidi Sauerssig	Cornerstone Society, Inc.
Nancy Gruner	Madison Main Street Program
Bob Sauerssig	Madison Main Street Program
John Staicer	Historic Madison, Inc.
Heidi Valco Kruggel	Historic Madison, Inc.
Sally Wurtz	Jefferson County Board of Realtors
Greg Sekula	Historic Landmarks Foundation of Indiana
Laura Renwick	Historic Landmarks Foundation of Indiana

and to **Phil Thomason**, preservation consultant who worked so diligently to give Madison a comprehensive set of design guidelines that can be used by the entire community to help protect our outstanding architectural heritage .

1st Reading 10/6/09
2nd Reading 10/20/09
3rd Reading 11/3/09
Roll Call: Yes - 7
NO - 0
Passed

ORDINANCE NO. 2009-13

AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF MADISON, INDIANA AMENDING SECTION 151.30 OF THE HISTORIC DISTRICT ORDINANCE

WHEREAS, the Common Council of the City of Madison, Indiana has determined that additional guidelines will assist the Historic District Board of Review in the implementation of the Historic Ordinance;

WHEREAS, the City of Madison has been presented with Commercial and Residential Review Guidelines tailored for use with the existing Historic Ordinance by the Cornerstone Society; and

WHEREAS, it is the policy of the Common Council of the City of Madison, Indiana to preserve the historic heritage of the City of Madison as outlined in section 151.01 of the Historic Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Madison, Indiana that section 151.30 of the Historic Ordinance is amended and shall read as follows:

§ 151.30 CONSIDERATIONS OF BOARD.

It is not the intent of this chapter to discourage new construction or other development, nor to limit it to any one period of architectural style, but to preserve the integrity of the historic buildings and to insure the compatibility of any new work constructed in the historic district. In making its decisions, the Board shall consider the effects of proposed alterations or construction on both the individual structure involved and on the neighborhood surrounding the structure. The Board shall also consider the Madison Residential Design Review Guidelines, contained in Appendix A, and the Madison Commercial Design Review Guidelines, contained in Appendix B. The Board may amend the Guidelines from time to time subject to approval by the Common Council.

This Ordinance shall be in full force and effect from and after this date.

The foregoing Ordinance was passed and adopted by the Common Council of the City of Madison, Indiana at a meeting held on the 3rd day of November, 2009.

PRESENTED BY:

Councilmember

Tim Armstrong, Mayor

Contents

Intent and Purpose of Design Guidelines

The Madison Historic District is of National Significance

In recognition of Madison's architectural and historical legacy, the Madison Historic District was listed on the National Register of Historic Places in 1973. The National Register is the nation's official list of properties important in the history, architectural history, archaeology, engineering, and culture of the United States. It is maintained by the National Park Service and expanded through nominations by individuals, organizations, state and local governments, and Federal agencies.

The Madison Historic District is also a National Historic Landmark (NHL). The prosperity that Madison enjoyed in the nineteenth century is evident in its array of architectural styles, including Federal, Greek Revival, and Italianate, as well as Craftsman and Art Moderne from the twentieth century. The Madison Historic District was listed as an NHL in 2006 in recognition of its national importance for its impressive collection of nineteenth and early twentieth century architectural designs. The district encompasses all of Madison's downtown, from the Ohio river on the south to the toe of the hill on the north, and the city limits east to west. It consists of 133 blocks with over 2,000 commercial, residential, and industrial buildings. There are fewer than 2500 National Historic Landmarks nationwide, and Madison's Historic District, representing 3% of the 80,000 properties listed in the National Register of Historic Places, is one of the largest NHL districts in the country. Very few cities can boast the distinction of having its entire downtown listed as a National Historic Landmark.

The *Madison Design Review Guidelines* are intended to provide specific criteria for alterations, changes, construction, and demolition in the Madison Historic District. Design guidelines provide owners of historic properties with assistance in making decisions about maintaining and enhancing the appearance of their properties, as well as provide the city of Madison with a framework for evaluating proposed changes. In this context, the guidelines are a useful tool for encouraging the preservation of significant resources through a concerted effort of private and municipal participation. The Design Guidelines support the city's Historic District Ordinance and in no way alter or replace the ordinance. Design guidelines help property owners understand the purpose, the proper methods, and the private and public benefits of preserving and maintaining the historic character and architectural integrity of their property. Ideally, a secondary role of design guidelines is to engender a continuing interest in historic preservation and pride in community that will inspire the maintenance of, and prevent the neglect, abandonment, and demolition of, historic properties.

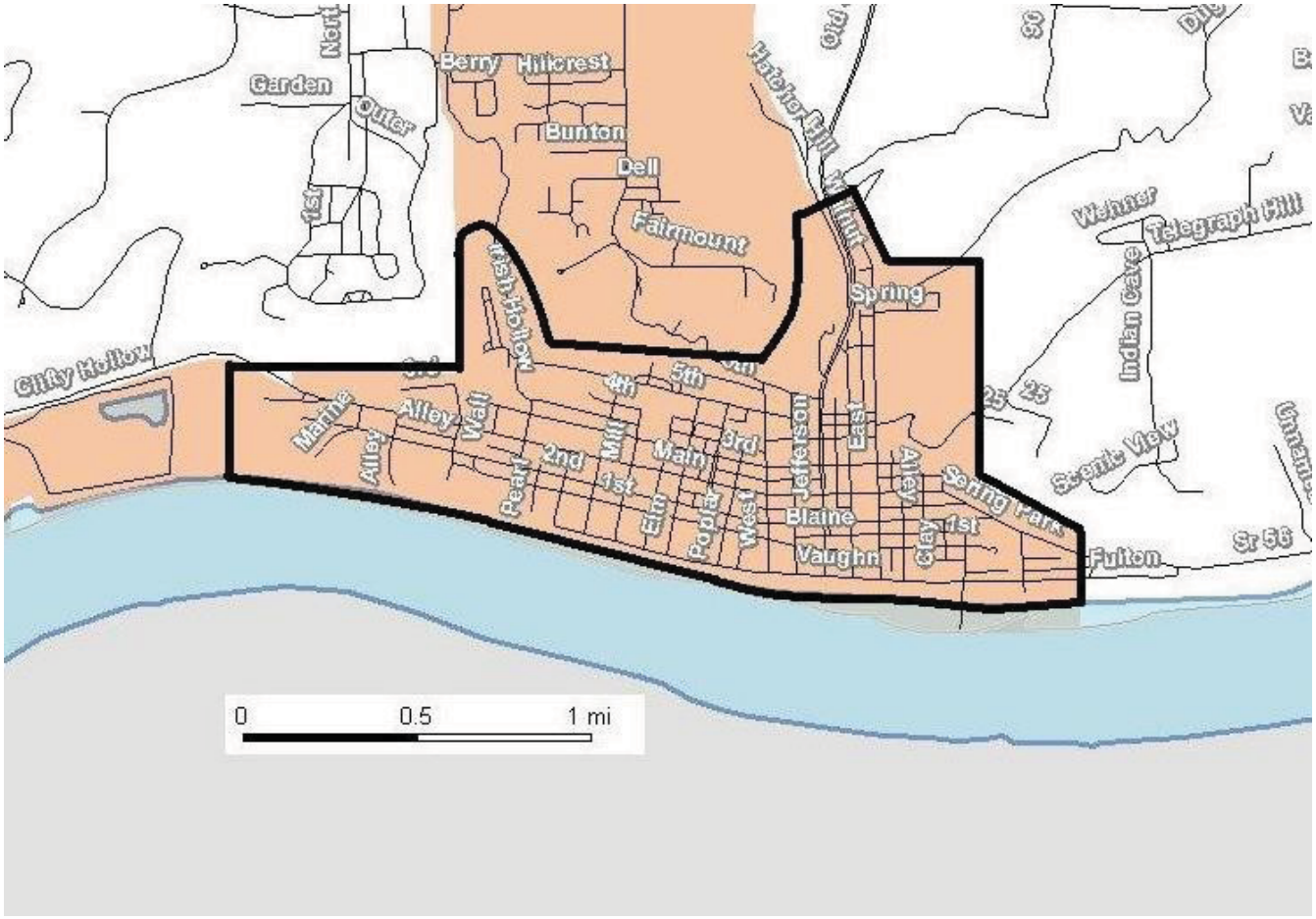
Intent and Purpose of Design Guidelines

The design guidelines are concerned with all aspects of historic structures and especially with facades visible from streets. Most often the public views buildings from the street or sidewalk. The fronts of buildings also typically contain the most defining features of the property such as porches, main entrances, and decorative details. The rear of buildings are generally considered more private space and rear elevations provide more flexibility for additions or alterations since they are generally not readily visible due to the building's placement on the lot or screening by landscaping or fences. Construction at the rear of buildings is preferred when additional living space is required.

The guidelines are divided into residential and commercial sections and building elements appear in alphabetical order. Included is information on common rehabilitation questions, recommendations for maintaining the site and setting of historic areas and guidance for new construction. Photographs of buildings and architectural details in Madison are included to familiarize property owners with typical features and characteristics. Property owners are encouraged to refer to the guidelines when planning or designing new construction projects, planning exterior rehabilitations, and completing everyday maintenance.

Madison contains a nationally significant collection of 19th and 20th century commercial and residential architecture. (300 Block of Mulberry Street).

District Map



The Madison Historic District boundary includes the city's older residential and commercial areas. The design review guidelines apply to properties within this boundary.

Preserving Madison = Economic Development

Streetscape: 900 block West Main Street.

Historic Preservation Promotes Quality of Life

Quality of life comprises many facets of a livable community. Historic buildings embody a city's past, differentiating it from that of another place. The feeling of distinctiveness gives a community a strong sense of place. Historic buildings often house the cultural and consumer activities associated with quality of life, such as visiting museums, attending theaters, using libraries, and eating and shopping in unique establishments. Historic buildings are often clustered in a pedestrian-friendly location that is conducive to efficient access to employment, education, recreation, entertainment, shopping, and services. Further, preserving downtown buildings is environmentally responsible and helps prevent costs associated with rural development and sprawl. Madison has been recognized nationally for its unique character and quality of life.

Historic Preservation is "Green"

The greenest buildings with the least impact on the environment are those that already exist. Historic buildings embody energy that was expended in the past—the energy put forth to make the bricks, lumber, and details. Debris from demolition makes up 25% to 30% of all materials discarded in landfills. Preservation and rehabilitation precludes this wasteful loss of materials. Preserving and recycling an existing historic building has less negative impact on the environment than new construction.

Preserving Madison = Economic Development

Historic Buildings Often Last Longer Than New Ones

The life expectancy of rehabilitated historic buildings may well be longer than that of new structures. Many buildings constructed in the second half of the twentieth century do not compare in structural soundness or quality of materials of historic buildings. For this reason, many buildings constructed today will pose rehab problems in a few decades.

Historic Preservation Supports Taxpayers' Investments

Economic development in downtown and inner-city neighborhoods encourages responsible use of existing resources and infrastructure. Commitment to revitalization and reuse of historic commercial areas and neighborhoods may be the most effective act of fiscal responsibility a local government can take. Sprawl studies have proven over and over that the cost of infrastructure required in suburban development exceed the tax revenue returned by the development. Historic preservation bridges private and public investments.

ECONOMIC BENEFITS OF HISTORIC PRESERVATION

Historic Preservation Increases Property Values

Studies across the country show that property values in designated National Register or local historic districts either stabilize or increase. A 1997 study conducted by the Historic Landmarks Foundation of Indiana compared annual appreciation of property values within several historic districts with those of the overall municipal market in their corresponding cities. The study found that sale prices appreciated more in historic districts in Evansville and Indianapolis than in adjacent neighborhoods not within the historic district. While property values within historic districts in Indianapolis kept pace with the overall market, those in Evansville out-paced the overall market. The study also found that property values in Anderson steadily appreciated following the creation of historic districts there. Studies across the nation, as well, are consistent in illustrating that historic overlays benefit owners through higher property values and house sales.

Historic Preservation Creates Jobs

Rehabilitation and revitalization projects create thousands of jobs annually, and **historic rehabilitation creates more jobs than new construction**. Rehabilitation projects are more labor intensive than new construction. In new construction generally half of all expenditures are for labor and half are for materials. In a typical historic rehabilitation project, between 60 and 70 percent of the total cost goes toward labor, which places more money into the local economy. Further, with a lower materials-to-labor ratio, fewer new resources are demanded by rehabilitation projects than in new construction.

Preserving Madison = Economic Development

Labor for preservation projects – carpenters, electricians, plumbers, sheet metal workers, painters – is nearly always hired locally. And local wages are spent locally. As for new construction, historic preservation generates jobs for architects, accountants, attorneys, engineers, preservationists, real estate brokers, and others. Also, the materials used in preservation projects are much more likely to be purchased locally, whereas materials for new construction are often purchased elsewhere.

Rehabilitation of existing resources, in addition to placing focus on downtown development, also tends to encourage local entrepreneurs to establish businesses in these buildings. Thus, historic preservation has a compounding effect on local economy and quality of life.

Historic Preservation Encourages Tourism

Preserving a city's historic landscape translates into tourism revenue. The distinctive history, culture, and landscape of a city attract visitors to a unique experience. The influx of tourists creates jobs and brings revenue to the community. Heritage tourism, or tourism which focuses on historic areas and sites, is one of the rapidly growing segments of the tourism industry. The quality and quantity of the historic architecture in Madison provides opportunities to enhance tourism in the city. Design guidelines encourage historic rehabilitation that is authentic and reinforce historic character, making destinations attractive to tourists. **Madison's historic character and special events attract an estimated 300,000 tourists each year and these tourists add some fifty million dollars to the economy of Jefferson County.** These dollars come to the city and county in the form of taxes and wages resulting from sales and employment in tourism based jobs.

West Main Streetscape.

Preserving Madison = Economic Development

Tax Credits for Rehabilitation

Tax-related incentive programs are available at the federal and state levels in Indiana. To qualify for the federal tax credit a building must be used for income-producing purposes and be listed on the National Register of Historic Places or be contributing to the historic character of a historic district listed on the National Register.

The Federal Preservation Tax Incentive is a cost-effective community revitalization program and rewards the rehabilitation of historic properties with a 20% tax credit. Schools, factories, churches, houses and other historic properties restored for use as income-producing properties such as rental housing, retail stores, and offices may qualify for the credit. There is also a 10% federal tax credit available for non-historic, non-residential buildings placed into service before 1936. The two federal tax credits are mutually exclusive. The rehabilitation must follow the Secretary of the Interior's Standards and the guidelines prepared for Madison are written to conform with these standards.

The Indiana Historic Rehabilitation Tax Credit (IHRTC) also provides for a 20% credit for rehabilitation expenditures against a property owner's state taxes. The review process is similar to that for the federal credit and both the state and federal credits can be taken for the same project. In addition to income-producing properties, the IHRTC is also available for property owners who rehabilitate their own houses. The property must be at least fifty years old, listed on the Indiana Register of Historic Sites and Structures and must be owned and occupied as the principal residence by the taxpayer. (Under the current law, there are restrictions that may limit the taxpayer's ability to derive the full benefit of the credit. Please contact the Indiana Division of Historic Preservation and Archaeology for more details.)

The Federal and State tax incentives are not mutually exclusive. For example, a project that costs $500,000 would allow the owner to take a $100,000 credit against their federal taxes as well as a $100,000 credit against their state taxes. Eligible expenditures include all rehabilitation costs for work carried out within the footprint of the building such as materials, contractor labor, and design fees.

The Eagle Cotton Mill on St. Michaels Avenue in Madison is a prime candidate for rehabilitation. Both federal and state tax credits are available to property owners for buildings such as this in Madison.

Preserving Madison = Economic Development

Madison's Historic Buildings and Sustainability

Preserving and maintaining Madison's historic buildings is one of the city's best opportunities for sustainable development. Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs. Preserving historic buildings is a valuable approach for protecting the environmental resources that have already been expended as well as those not yet used. Reusing sound older buildings is much more sustainable than abandoning them or demolishing them. Preserving and revitalizing Madison's historic district is "recycling" on a community-wide scale.

Conserving buildings preserves embodied energy, and reduces the need for new materials

Embodied energy is the amount of energy associated with extracting, processing, manufacturing, transporting and assembling building materials. Embodied energy in historic buildings includes the expense and effort used to fire bricks, cut and tool stone, transport and assemble the wood framing, and prepare and apply interior plaster. Construction of a building represents an enormous expenditure of energy from its foundation to its roof. Demolishing a historic building and replacing it with a new energy efficient building would take decades to recover the energy lost in demolishing the building and reconstructing a new structure in its place.

Retaining and rehabilitating buildings is more environmentally friendly than new construction

When studying the environmental effects of buildings, life cycle assessments are utilized. Completing a life cycle assessment of a building means that you examine and determine the material and energy usage and environmental impacts at each stage including extracting the resources, construction, use and disposal. When completing a building assessment not only is the cost of construction examined but also the costs and energy required to operate the building during its life.

One of the key considerations in a life cycle assessment of a historic building is the quality of its materials. The materials in historic houses often can last indefinitely if properly cared for. Most buildings in Madison have old-growth wood windows, brick and wood exteriors, and stone foundations that are a hundred years old or older. These materials can easily last another one hundred years because of their inherent quality. Contrast this with common materials today such as vinyl windows or new-growth wood elements that often require replacement after just ten to twenty years.

Preserving Madison = Economic Development

Historic buildings were designed to be energy efficient and can be upgraded to increase energy conservation

Historic buildings are often as energy efficient than new ones. Data from the U.S. Energy Information Agency found that buildings constructed before 1920 are actually more energy-efficient than those built at any time until the past decade when home builders began a concerted effort of building more energy efficient buildings. Many historic buildings have tall ceilings that help to reduce heat in the summertime and brick and plaster walls that provide substantial insulation properties. Common upgrades to historic buildings include the addition of attic insulation, installation of storm windows, and more efficient heating and cooling systems. In particular, repairing and weatherstripping historic wood windows and adding storm windows often results in energy performance equal to new vinyl or aluminum windows and at much less cost.

Preserving buildings reduces waste in landfills

Construction debris accounts for 35% of the waste in municipal landfills each year. Demolishing sound historic buildings is wasteful of the building's inherent materials and strains the limited capacities of landfills. Demolishing a 2,000 square foot home results in an average of 230,000 lbs of waste.

Fire Company building at 405 East Main Street.

History

The history and development of Madison, Indiana, was tied to the Ohio River. Located in southeastern Indiana, Madison was historically both an important river port and an entry point to the Indiana Territory. Following Native American occupation of the area, the Ohio River brought the earliest explorers to the region in the late seventeenth and early eighteenth centuries. Various trapper companies passed through what later became Jefferson County crossing the river from Kentucky. The first documented white settlers came to Jefferson County during the first decade of the nineteenth century.

Following the Lewis and Clark expedition and the Louisiana Purchase, pioneers set out for the west, taking advantage of river systems for speedy travel. Using flatboats and keelboats to navigate, they populated the Ohio River Valley. Settlers incorporated the town of Madison, and lots went up for sale in 1809. As the county seat of Jefferson County, Madison enjoyed quick growth and prosperity from steamboat traffic on the Ohio River. By 1830, the population of Madison had grown to 1700. Steamboat transportation enabled Madison businessmen to compete with other merchants on the Ohio River and by the mid-1830s Madison had four wharfs. The prosperity of Madison in these early decades was reflected in the many fine brick homes constructed in the Federal and Greek Revival styles as well as many substantial brick commercial buildings along Main Street.

Exemplifying the unadorned, balanced character of the Federal style, the Sullivan House at 304 West Second Street was built in 1818 for state supreme court judge Jeremiah Sullivan, from Virginia. Considered Madison's first mansion, the Sullivan House evidences the city's rapid growth from pioneer town in 1809.

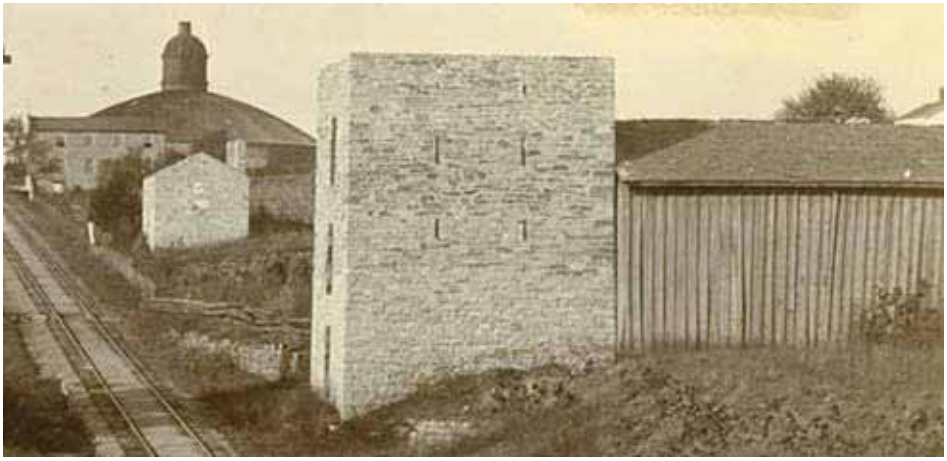
History

The John T. Windle Auditorium (Second Presbyterian Church) at 101 East Third Street was built in 1835 and is one of Madison's oldest public buildings. It is a notable example of the Greek Revival style in the Midwest.

Hogs were a major commodity of the region, and farmers drove their hogs to market on foot to Madison. Pork production resulted in secondary markets for products such as hog bristle brushes, soap, lard, and hide for leather. Within seventy-five miles of Cincinnati to the northwest, Madison was part of the nation's largest pork market, well ahead of Chicago's dominance of that market.

By 1836, the laying of rail line, twenty miles from Madison to North Vernon in that year, simplified the process of moving hogs to Madison. The building of the Madison and Indianapolis Railroad enabled the delivery of goods from rural locations to Madison, on the Ohio River, where steamboats continued the rapid transportation of products and people up and down the river. Madison became linked with eastern and southern markets.

By the early 1850s, Madison packed 124,000 hogs, compared with 334,000 in Cincinnati and 20,000 in Chicago. During the 1850s, there were at least fourteen pork packing houses in Madison.



The Godman and Sons packing plant was in North Madison along the rail line.

History

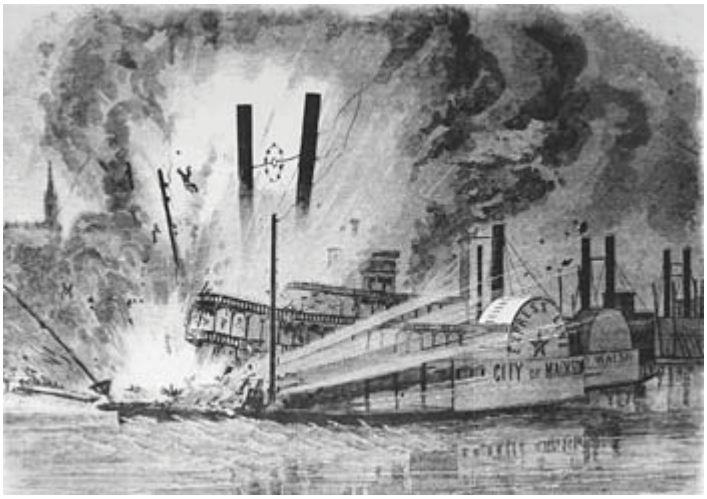
Railroad baron J.F.D. Lanier had this impressive Greek Revival mansion built in the 1840s. The estate consisted of an entire block on West First Street. Also a financier, Lanier loaned the state of Indiana over a million dollars during and after the Civil War.

From the countryside came agricultural produce including cotton, wool, and flour, as well as timber. Industry within Madison also enjoyed the location on the river. After 1878, Madison was home to the Schroeder Saddletree Company, which supplied wooden saddle frames to saddle makers across the nation and in Latin America. Madison was renowned for its saddle tree production, an industry that flourished due to river and rail transportation.

Employees of Schroeder Saddletree Company pose at the plant located on Milton Street between Mulberry and Jefferson Streets , ca. 1900.

History

The dominance of steamboats on the river influenced Madison's shipbuilding industry, another major industry begun in the 1830s in Madison and continuing into Civil War years. Madison shipyards supplied the Union navy with vessels, and repaired and upgraded seized Confederate ships. One famous ship from Madison was originally built for the United States Mail Line. Named in honor of her hometown, the *City of Madison* served the Union carrying war supplies into Tennessee and on to Vicksburg. The *City of Madison* was docked and being loaded with more ammunition for the impending departure to Natchez, when tragedy befell the ship and crew. Two eyewitnesses report that a carelessly dropped box of shells set off the disastrous explosion that tore apart the ship, killing many aboard and damaging nearby vessels. Official Records of both armies, however, indicated the detonation may have been orchestrated by Confederate arsonists.

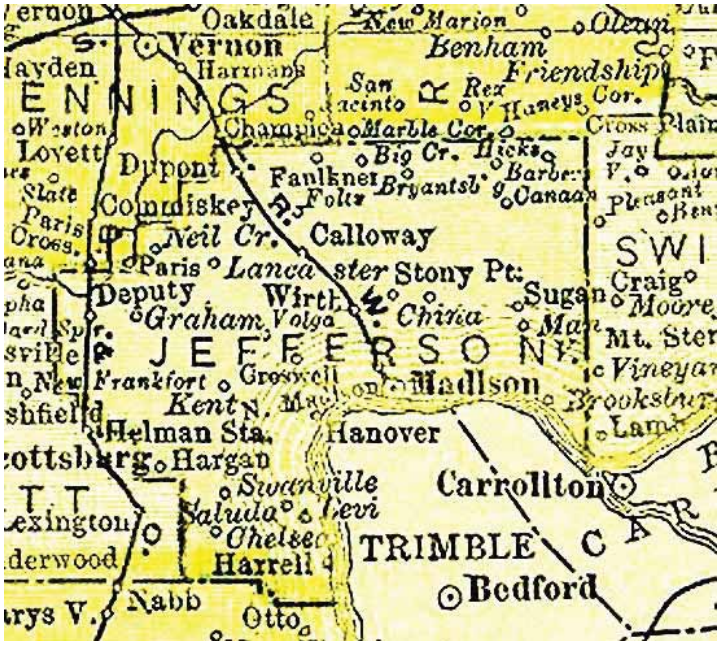


A depiction of the explosion of the *City of Madison* at Vicksburg's port during the Civil War, from the article "The Age of Steam."

History

After the war, Madison 's industry continued to expand, as several iron foundries manufactured ornate, elaborate wrought irons gates, fences, and balcony railings that can still be seen throughout the city. Several local brickyards also enjoyed booming business as Madison's growth continued.

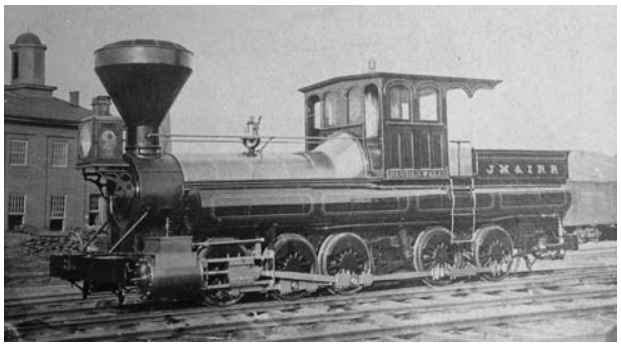
At left is an example of the intricate iron designs from Madison foundries. This lyre motif design spans a balcony at 306 West Main Street.



1895 map of Jefferson County, Indiana, showing Madison's location on the river and its rail line to North Vernon.

History

In 1868, the locomotive *Ruben Wells* was designed to work the incline at Madison without the use of a rack and pinion system.



Just as steamboats had expanded Madison's industry, railroads also influenced new businesses. New railcars were built, and old ones repaired in Madison. The Southwestern Car Company sold railcars across the country. During the late nineteenth century , as rails eclipsed rivers as the primary conduits of transportation, steamboats enjoyed a renewed popularity as excursion boats. Cruising America's rivers, these boats offered luxurious lodging accommodations, music stages, dance floors, and gambling saloons, as well as scenery. Located halfway between Louisville, Kentucky, and Cincinnati, Ohio, Madison enjoyed daily excursion boat opportunities .

Early 20th century photo of recreational riverboat at Madison.

While railroads served to expand Madison's industry during the nineteenth century, they did the same for other smaller towns in the interior of Indiana and also larger cities to the west. As these markets grew, they competed with Madison's. By the 1920s, Madison had lost its dominance as a railroad market. At the same time, automobiles were replacing the tourism business of riverboat travel. As a result, little new construction occurred in the city after the 1930s and its architectural character reflects its earlier prosperity.

Commercial Architectural Styles and Building Types

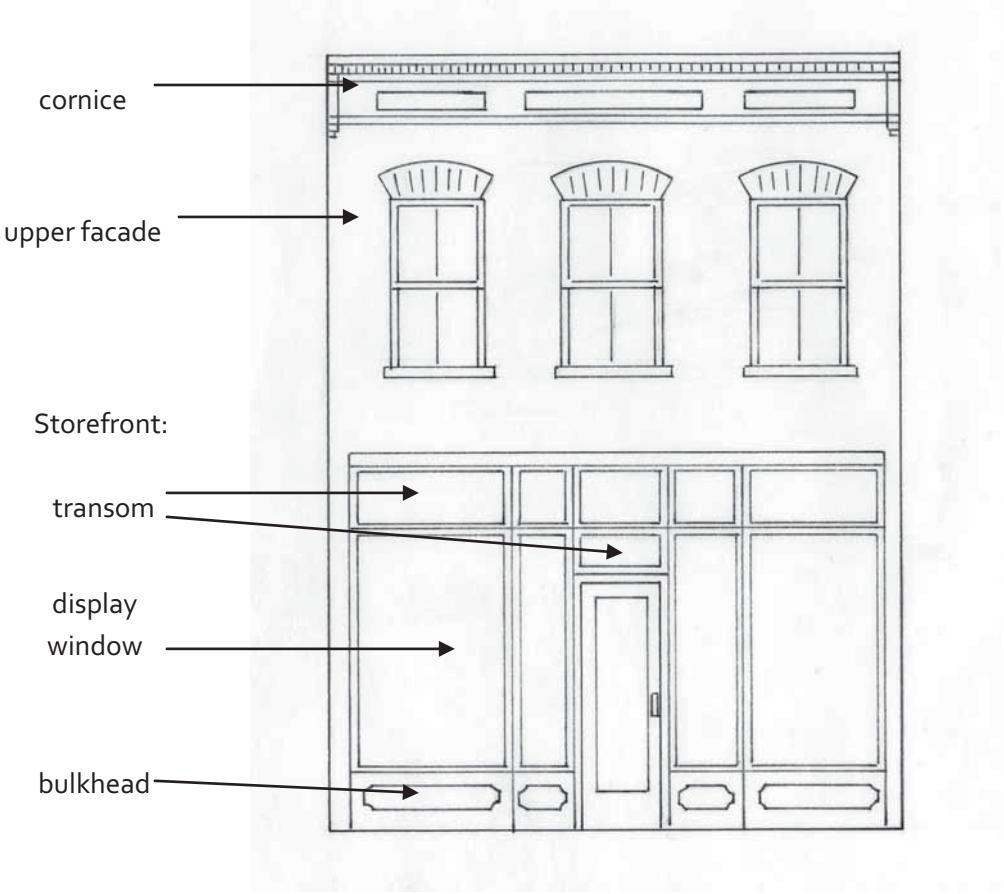
One-Part Commercial Block

Buildings in downtown Madison can be characterized as One-Part or Two-Part building types. A One-Part commercial building is generally one-story and has a storefront with display windows on bulkheads such as at this building at 601 West Main Street (left). The example on the right at 313 West Main Street features an elaborate cornice above the storefronts.

Two-Part Commercial Block

Most commercial buildings in downtown Madison can be characterized in form as "Two-Part" commercial blocks, meaning they have two primary components – storefronts and upper facades. Original storefronts feature display windows resting on bulkheads, transoms, and entrances with glass and wood doors. Upper facades have one or more floors of windows and decorative detailing such as brick, concrete or terra cotta panels and cornices at rooflines. These buildings on Main Street are representative of Madison's Two-Part commercial blocks.

Commercial Architectural Styles and Building Types



This drawing shows a typical late nineteenth and early twentieth century commercial building and identifies some of its components. Downtown Madison is comprised largely of similar buildings.

Row of commercial buildings on West Main Street has both one– and two-part buildings.

Commercial Architectural Styles and Building Types

Federal 1830-1860

The Federal style is associated with the early Republic, when the nation's founders sought to emulate the ancient democracies of Greece and the republican values of Rome. Architectural design principles emphasized order, balance and pure form. This was a marked contrast with the English Gothic style, which was associated with feudalism. At left: 318 Mulberry; below: 306-308 Jefferson Street.

Commercial Architectural Styles and Building Types

Greek Revival 1820-1860

The Greek Revival style was used more for residences and public buildings but a few commercial buildings also display the basic elements of this style. The Greek Revival style emphasized symmetry and was based on the architecture of ancient Greece. Commercial buildings in this style have simple stone lintels over the windows and plain cornices or cornices decorated with dentils. The building at 411 West Main Street reflects this style.

Commercial Architectural Styles and Building Types

Italianate 1840-1885

Downtown Madison is composed primarily of Italianate style buildings. The buildings at 220 West Main Street (above) and at 123 East Main Street (left), represent the Italianate style, with tall windows topped with prominent hoods and elaborate bracketing at the cornices. The city's cornices and window hood moldings are of wood, cast iron and sheet metal and a variety of styles and designs are displayed downtown.

Second Empire 1860-1880

At left, the Masonic Lodge at 217-219 East Main Street represents the Second Empire style. The style was prominently used in nineteenth century France, when Napoleon undertook an architectural transformation of Paris. The style is largely Italianate and features the signature , box-like Mansard roof. In the U.S. the style was also know as the General Grant style, as it rose in popularity during the administration of Ulysses Grant.

Commercial Architectural Styles and Building Types

Classical Revival 1900-1955

The Classical Revival style recalls the symmetrical and unadorned architecture of the nation's colonial period. Pilasters divide the storefront into a balanced façade at 410-418 Mulberry Street , above.

Tapestry Brick 1900-1930

At right: 125-127 East Main Street is an example of Tapestry brick design. Tapestry brick, a textured-surface brick, sometimes used in varying colors, was popular in commercial buildings of the early twentieth century. In contrast to the Italianate style, buildings featuring Tapestry brick emphasized a balanced form rather than decorative embellishments. The buildings were long and narrow and from one to three stories in height. They featured common bond "**tapestry brick**" brick with vertical lines, said to resemble a tapestry.

Commercial Architectural Styles and Building Types

Modernistic 1920-1960

Art Moderne buildings, exemplified by this former gas station, now a welcome center, have smooth exterior surfaces and geometric decorative motifs. Art Moderne is typically a commercial, rather than residential, style. Art Moderne emphasizes glossy surfaces and curved edges.

The Art Moderne style may also have features of vertical emphasis, such as the pilasters along the side elevation of this building on East Second Street.

Madison Historic District Board of Review

The Madison Historic District was listed in the National Register of Historic Places in 1973. Listing on the National Register is an honorary designation and provides some protection from federally– or state-funded projects that might have an adverse effect on historic resources, but it does not provide historic buildings with any protection from privately-funded activities. In order to protect and preserve its architectural character, the City of Madison adopted a historic preservation ordinance in 1982. The purpose of the Historic District Ordinance was "to safeguard the heritage of the city by establishing a historic district" thereby establishing "the means of protecting the district's natural and man-made heritage while providing guidelines for compatible new architectural development." The ordinance created the Historic District Board of Review (HDBR) which oversees and applies the provisions of the Historic District Ordinance. It comprises seven members, appointed by the mayor, with the approval of City Council. Three members of the Board of Review must reside within the Historic District and all seven must own or lease property in the Historic District.

Certificate of Appropriateness

Buildings and structures within the Madison Historic District must receive a Certificate of Appropriateness (COA) prior to the initiation of planned work. A COA is a form issued to ensure that the exterior work planned for a building's rehabilitation or new construction meets the criteria of the design guidelines. A Building Permit is a separate form and type of review which ensures the structural soundness and safety of the building. The COA needs to be obtained in addition to the regular Building Permit. A representative example of a COA is located after the appendices.

The Design Review Process

Within the Madison Historic District, *a COA is required for the following*:

- Demolition of any building or structure.
- Moving any building or structure.
- Conspicuous change in the exterior appearance of existing buildings by additions, reconstruction, or alteration other than changes in color.
- Any new construction of a principal building or accessory building or structure subject to view from a public street.
- Change in the type of material or in the design of an existing sidewalk as well as changes in existing walls and fences or construction of new walls and fences, if along public street right-of-ways.
- Addition or alterations to signs.

Madison Historic District Board of Review

Routine Maintenance and Minor Actions

Minor actions that are considered routine maintenance generally do not require a COA application. Ordinary maintenance and repair is defined in the ordinance as: "Any work whose purpose and effect is to correct any deterioration or decay of or damage to a structure and any part thereof, and to restore the same as nearly as may be practicable, to its original condition prior to the occurrence of such deterioration, decay, or damage. Painting is considered to be ordinary maintenance and repair."

Complete a COA Application and obtain a COA prior to beginning the work.

Whenever a property owner desires to make any alteration to a property within the Historic District that requires the issuance of a COA (see previous page) the owner must initiate the process, prior to the beginning of any work, by completing a COA Application. The Application from may be obtained from the Building Inspector's Office at the Madison City Hall, 101 West Main Street. Upon receiving a completed Application, the Building Inspector will promptly transmit the application and all supporting documentation to the HDBR to determine the appropriateness and the architectural compatibility of the alterations proposed in each Application. Property owners and applicants are encouraged to consult the Design Guidelines manuals as they are preparing their preliminary plans.

COA Application Requirements

In order to have a project reviewed, the property owner or a representative is required to submit the following at the time of application:

(1) Structure plan. A front elevation drawing including proposed signage, and type of surface material. Side elevations shall also be included where there are no adjoining buildings. Not required for demolition.

(2) Site plan. A drawing showing the location, dimensions, and arrangements of all open spaces and yards, including type and size of all planting materials, type of surface materials, methods to be employed for screening and proposed grades. Not required for demolition.

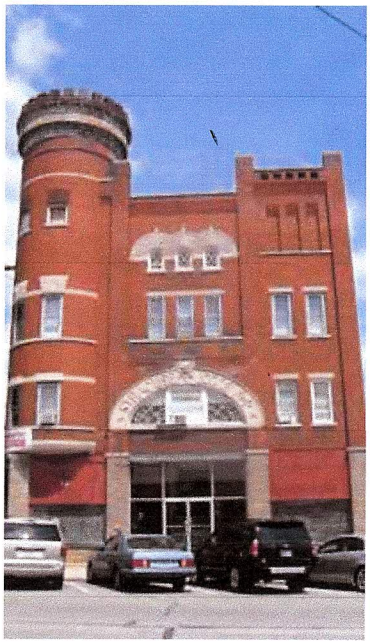
(3) Photographs. A photograph of the front of the property which is the subject of application is required. Other photographs of adjoining lots and other views of subject property are recommended.

(4) Scope. A complete description of scope of work including product choices and/or mortar recipes is required.

(5) Notification. Before the regular HDBR meeting, applicants shall post signs obtained from the Preservation Planner, which announce the date, time, and location of the meeting and the applicant's proposed changes as published in the appropriate legal notice. The sign(s) shall also contain language which specifies that the meeting is open to all residents of Madison who wish to attend. Signs shall be posted at the property for 15 days immediately prior to the meeting and must be visible from all adjoining public streets and alleys. A fee of $2.00 per sign will be charged the applicant at the time of filing.

Approval of a COA

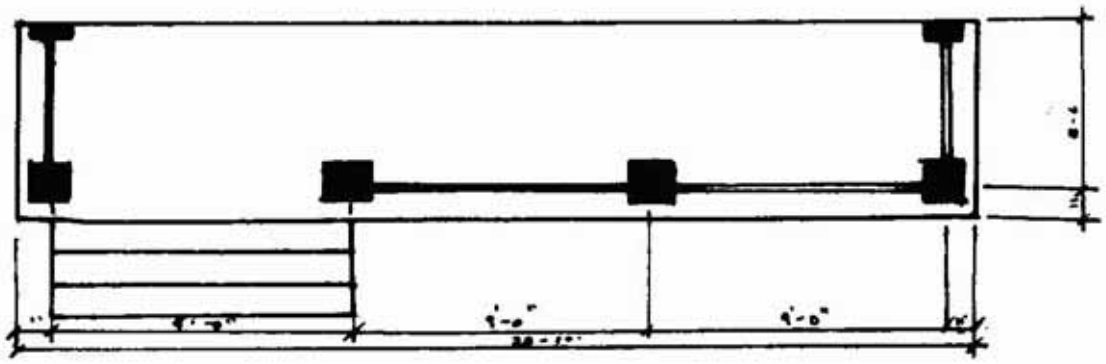
It is recommended that COA applicants and their representatives be present at the HDBR meeting to answer any questions the HDBR may have. It is also recommended that samples of any substitute materials to be used be made available for inspection by the HDBR. Following questions and discussion by the HDBR and questions and comments by the public in attendance, the HDBR will vote on each Application. Based on the outcome of the vote, under the parameters of the Historic District Ordinance, each COA Application may be approved as submitted, approved with revision, denied, or tabled until the next HDBR meeting such as for receipt of additional information. Upon approving and Application, the HDBR issues the Certificate of Appropriateness which includes a list of approved work. Then, and only then, can the applicant begin to undertake the work that has been approved. The COA will expire of its own limitation in twelve (12) months if the work authorized has not commenced within that time.



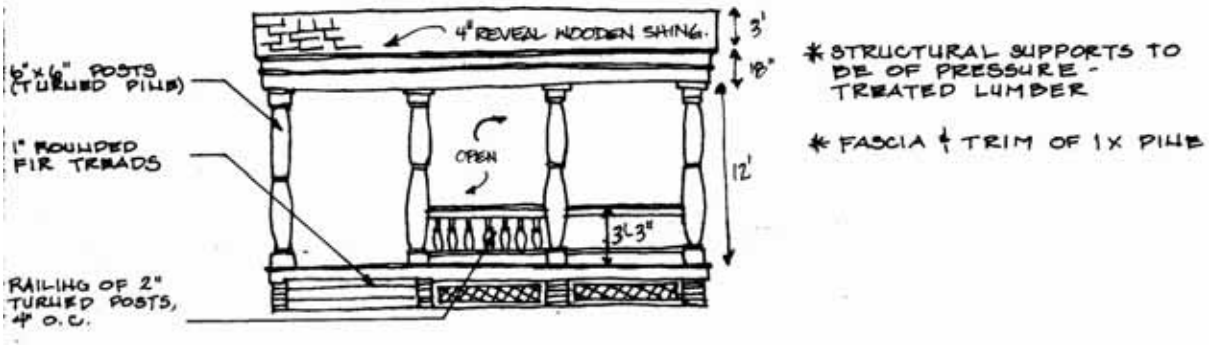
The Knights of Pythias building at 314 Jefferson Street was built in the Romanesque Revival style.

Madison Historic District Board of Review

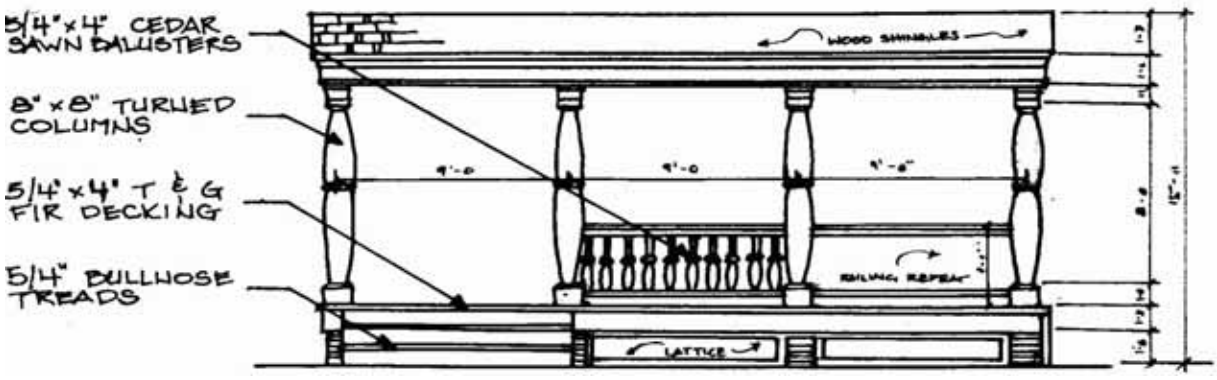
Below are examples of appropriate drawings for submittal with application for a COA



An overhead view of a porch sketch.



Above and below are elevation drawing examples.



Madison Historic District Board of Review

The HDRB and Design Review

The Historic District Review Board (HDRB) emphasizes preservation over repair, repair rather than replacement, and replacement in kind if repair is not feasible. In conducting its review the HDRB will review Certificates of Appropriateness with the following approach:

Property owners and applicants are encouraged to first consider preserving, maintaining and repairing original or historic building features.

If such features and elements cannot be preserved, maintained and repaired, replacement in kind is then recommended. Materials should ideally be replaced with the same materials and with profiles, dimensions, and textures to match the original as closely as possible.

If replacement in kind is not feasible or practical, the HDRB will consider the use of substitute materials under some circumstances. Any features that are changed or replaced shall be substantiated with documentary, physical, or pictorial evidence. Any historic elements that are removed should be donated to an architectural salvage, such as Historic Madison.

Throughout the manual a number of terms are frequently used to reflect the general approach the HDRB will consider when making its decisions. These terms and their interpretation are as follows:

Appropriate: Rehabilitation and new construction actions especially suitable or compatible with the design guideline standards.

Acceptable/Permissible/Approvable: These terms are used in the guidelines to identify rehabilitation and new construction actions which will be approved under most circumstances. Although these actions may not be the ideal approach to a design issue, they will meet the intent of the guidelines sufficiently to warrant approval.

Recommended: Suggested, but not mandatory actions outlined in the design guidelines.

Madison Historic District Board of Review

Follow Other Requirements and Coordinate Your Work For Existing Historical and New Construction

In addition to the HDRB's design review, Local Ordinance and Building Codes must be followed. The city's Building Inspector can provide information on building code requirements. New construction must be thoughtfully considered to ensure compatibility with historic buildings. There may also be properties in the historic district that need to meet provisions of the Americans with Disabilities Act (ADA).

Oversight and Enforcement

If plans change while work is in progress, contact the HDRB before undertaking a change or deviation from the COA. Work undertaken contrary to original approval in a COA or beyond the scope of the COA requires approval from the HDRB. If work is undertaken without obtaining a COA then a violation will occur and the following steps may be taken:

Persons in violation of or who fail to comply with any provision of the historic district ordinance or COA process will be guilty of a Class A infraction and subject to penalties. Each day such violation exists shall constitute a separate offense.

The HDRB, Building Inspector and any designated enforcement official may institute relief in the Jefferson Circuit Court to restrain an individual, corporation or government unit from violating the provisions of the city's historic district ordinance.

For further information regarding applying for a Certificate of Appropriateness, please contact the Building Inspector's office at 812-265-8324.

Design guidelines help to preserve historic features such as this cornice at 116 West Main Street.

Madison Historic District Board of Review

The Secretary of the Interior's Standards for the Treatment of Historic Properties

The Madison Historic District Design Guideline Manual follows the guidelines set forth by the National Park Service. Known as the **"Secretary of the Interior's Standards for Treatment of Historic Properties with Illustrated Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings,"** these guidelines are used throughout the country by the majority of America's boards and preservation commissions as a basis for local design review guidelines and for projects utilizing federal funds or tax credits. The Standards were originally published in 1977 and revised in 1990 as part of Department of the Interior regulations. They pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior of historic buildings. The Standards also encompass related landscape features and the building's site and environment as well as attached, adjacent or related new construction. The "Standards" are found in Appendix A of this manual and are also available on line at www.cr.nps.gov/hps/tps. This web site also provides information on technical aspects of restoration and rehabilitation including "Preservation Briefs." Preservation Briefs are excellent summaries of various design guideline and building rehabilitation issues provided free on-line. Copies of the "Preservation Briefs" are also available at the Madison-Jefferson County Public Library courtesy of the Cornerstone Society.

Numerous historic rehabilitation projects have taken place downtown such as the building at 125-127 East Main Street. Preserving the character of Madison's Historic District is the intent of the design guidelines. The design guidelines for Madison are similar to those used nationally to ensure consistency in review and eligibility for federal and state tax credits.

Architectural Features

Historic architectural features commonly found in Madison's commercial downtown include cast-iron, brick, or terra-cotta pilasters, columns, and capitals; brick or metal cornices; brick window surrounds; and decorative tiled entryways. These features are important stylistic elements and should be retained, maintained, and, if needed, repaired to match the original as closely as possible.

1. Historic architectural features should be retained and maintained.
2. Historic architectural features should remain visible and not be concealed.
3. Only serious staining should warrant cleaning. In general, water, mild detergent, and brushes are appropriate cleaning tools.
4. When repairing deteriorated or damaged historic architectural features, use methods that allow them to retain their historic appearance and as much of the building's historic fabric as possible.
5. For decaying wood, it is appropriate to apply epoxy to strengthen damaged areas and fill in small openings. For large areas of decay, remove damaged wood areas and replace with appropriate wood, also known as a Dutchman's repair. Synthetic siding is not an appropriate replacement material.
6. For lightly rusted metal features, hand scraping or chipping or use of a wire brush may be used to remove rust and damaged paint. If rusting is heavy, alternative methods include low pressure grit or sand blasting and chemical treatment. These methods are more hazardous and should be undertaken with professional help. For their protection, adjacent materials such as brick, glass, and wood should always be covered during grit blasting. Metal pieces should be primed with an appropriate primer and painted immediately following rust and paint removal.

The decorative window cornice at 320 Central Street (right) and the art glass window at 324 East Second Street (left) are essential features to these buildings and should be preserved and maintained.

Architectural Features

7. Architectural features should not be added to buildings where none historically existed.
8. Replace missing or severely damaged historic architectural features with examples that replicate the original or other historic examples that appear to be appropriate to the building being worked on, based on physical evidence.

Right: Historic cast iron features such as the pilasters at 213 West Main Street are well preserved and should not be covered or concealed. Below: The distinctive Luxfer glass transom at 110 East Main Street should not be removed or permanently concealed.

The Fire Company at 405 East Main Street has a rebuilt weathervane, "Little Jimmy" based on a historic design. Features like this add to the unique character of downtown Madison.

Architectural Features

Architectural features of cast iron, decorative metal and terra cotta are found throughout the downtown area. These features are important elements of their buildings and should be preserved.

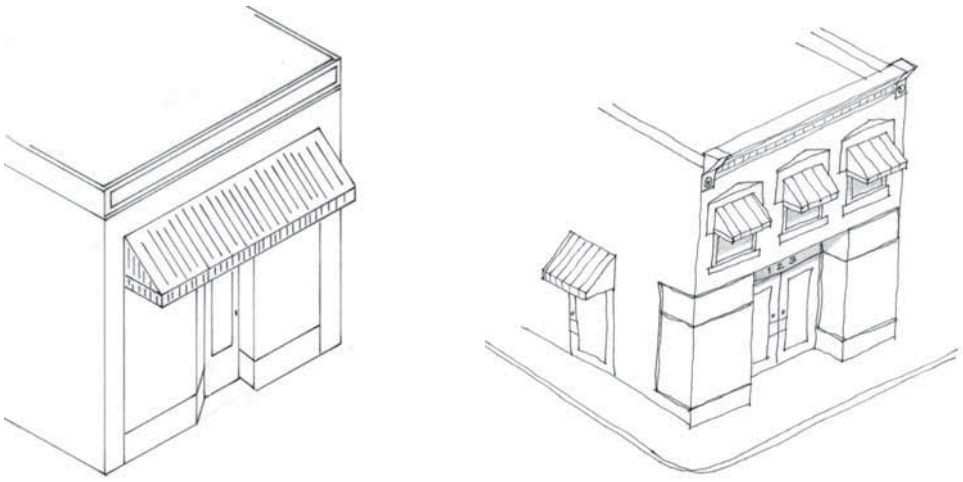
At left, top: 116 West Main Street; middle: 115 West Main Street; bottom: 208 West Main Street.

Below: 101 East Main Street

Awnings

Historically, shopkeepers commonly used awnings on their storefronts. Not only did they provide shelter for shoppers, but they also helped in heating and cooling the building. As air conditioning became more common after the 1940s, awning use declined. Awnings add historic character to storefronts and their use is appropriate for downtown commercial buildings.

1. The addition of awnings to commercial buildings is appropriate if they are of traditional design, materials, and placement. Awning colors should be compatible with and complementary to the building. Avoid harsh or overly bright colors. Awnings should be installed below the cornice or transom.
2. Storefronts and upper facade windows are both appropriate locations for awnings.
3. Awnings may be retractable or fixed in place and should fit the opening to which they are applied. Shed awnings are appropriate for rectangular openings while arched awnings are appropriate for arched openings.
4. Shed awnings are most appropriate for commercial buildings in Madison. The use of bubble, concave, or convex forms is not recommended. Internally lit awnings are also less appropriate.
5. Transom lights of prism glass or stained glass should not be covered by permanent, fixed awnings.
6. Awnings should be of canvas duck or cotton/polyester blend; vinyl is not appropriate. Metal, wood, or plastic awnings are not appropriate and should not be added to storefronts of historic buildings.
7. Installation of awning hardware should not damage historic materials and features of the building.

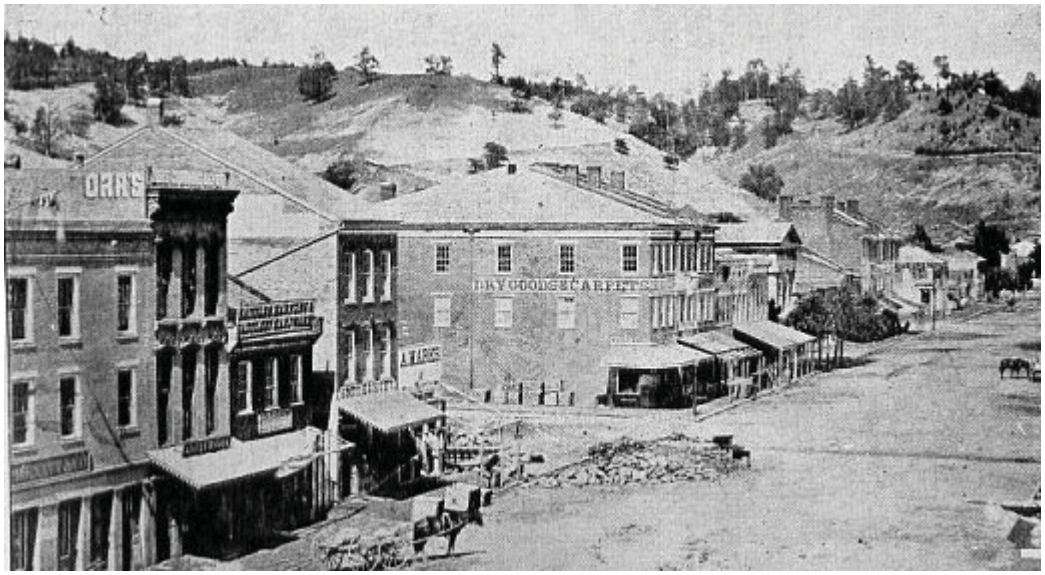


The installation of these awnings is appropriate. On the left, the awning fits within the storefront display area without overlapping the outer piers. On the right, upper windows and a secondary entryway have individual awnings that fit within the openings.

Awnings

The shed awnings at 410-418 Mulberry Street are appropriately sized to cover only the individual storefronts, not covering the pilasters in between.

The shed canvas awning at 118 West Main Street is appropriate in its design and materials.

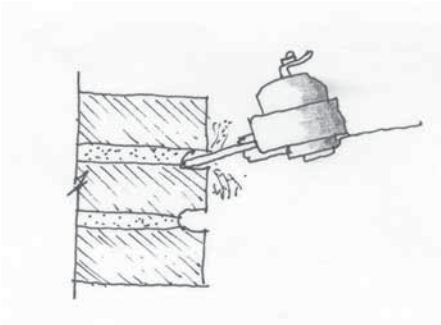


The photograph above depicts Madison's commercial district ca. 1850. Storefront awnings can be seen on several buildings.

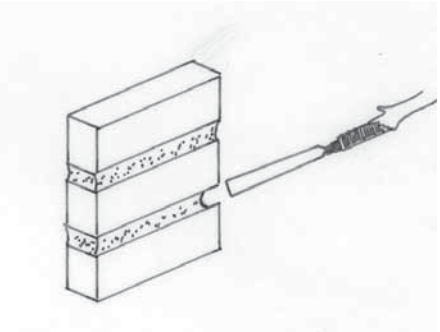
Brickwork/Masonry

Historic commercial buildings in downtown Madison are of brick, stone or concrete construction. If properly maintained, masonry can last indefinitely. The keys to brick and mortar preservation are to keep water out and to apply a soft mortar when repairs are needed. Abrasive cleaning of historic brick should not occur.

1. Original brick, stone, terra cotta, cast concrete and other masonry original to a building should be preserved and maintained.
2. Masonry should never be subjected to any kind of abrasive cleaning such as sandblasting.
3. Do not clean or remove paint from masonry with high pressure water that exceeds 600 pounds per square inch.
4. The use of detergent cleansers to remove dirt or grime from masonry is acceptable. When cleaning brick it is advisable to test a small area first to ensure the procedure and cleaning agent are compatible with the masonry.
5. The use of silicone-based water sealants on masonry walls is not recommended. Water sealants do not allow the brick to "breathe" and can trap moisture within inside walls. Refer to the National Park Service: Technical Preservation Services' Preservation Brief #1 for advice, available at http://www.nps.giv/history/hps/TPS/briefs01.htm.
6. Masonry that has never been painted should remain unpainted unless the brick and mortar is extremely mismatched from earlier repairs or patching. Buildings which have been sandblasted and show significant brick and mortar erosion may be painted to help seal the masonry surface. In Madison, during the nineteenth century, painting brick was a common practice purely for aesthetic reasons. These historically painted surfaces should be maintained.
7. Original masonry surfaces should not be stuccoed.
8. Historic masonry should remain visible and untreated. Exceptions are if bricks have lost their protective outer coating, in which case paint may be used for preservation, or if repairs have failed to stop water from getting into bricks, in which case water-repellant coatings might be used.



Power tools are damaging and should be avoided when removing mortar. Hand tools are preferred since they allow for precision work and brick preservation.



Brickwork/Masonry

9. Original mortar should be preserved but if repointing is necessary, historic compounds such as one part hydrated lime and three parts sand should be used. Portland cement is also acceptable for chimney tops, parapets walls, or other situations requiring extra strength. The recommended formula is one part white Portland cement, two parts hydrated lime, and nine parts sand. Use of Portland cement conforms to the advice in NPS Preservation Brief #2 available at http://www.nps.giv/history/hps/TPS/briefs02.htm. The use of inflexible or hard mortars will not allow masonry to expand and contract properly.
10. When re-pointing brick, the mortar should match the original mortar in its width, depth, color, profile, and composition. When re-pointing brick test a small area first to ensure the procedure is compatible with the masonry.
11. The bonding pattern in replacement masonry should match the historic pattern.

The building at 125-127 East Main Street is an example of the Tapestry Brick form, a popular commercial building design of the early twentieth century. This brick exterior should be preserved and not painted or concealed.

Cast Iron and Metal

Downtown Madison contains many notable buildings that display cast iron columns and pilasters on storefronts and sheet metal cornices and hood molding on upper facades. These historic materials should be preserved and maintained. Repair and replacement should be with materials that match the original and will not promote corrosion.

1. Cast iron and sheet metal original to a building should be preserved and maintained. The removal of added storefront materials to expose original cast iron and sheet metal is encouraged.
2. Sheet metal surfaces should be kept painted and cleaned with detergent cleansers. Cast iron may be cleaned using abrasive methods as long as the pressure does not pit or erode the surface. When cleaning metal surfaces it is advisable to test a small area first to ensure the procedure does not harm the historic material.
3. Repair or replacement should be with compatible metals. If an appropriate substitute material can effectively replicate the design and appearance of a damaged or missing feature, its use may be appropriate.

Cast iron pilasters, such as those at 227 East Main Street, should be preserved and maintained.

Cast Iron and Metal

Row of cast iron columns at 313-327 West Main Street

Mesker & Co. Ironworks emblem at 116 West Main Street. The Mesker Company of Evansville, Indiana manufactured a number of cast iron columns downtown.

Cast iron columns at 104 East Main Street.

Doors and Entrances

Doors are often an important visual element to a storefront. Historic entrances and doors should be retained, maintained, and, if needed, repaired. Missing or severely deteriorated doors should be replaced with historically appropriate doors. Screen, storm, and security doors should not detract from the historic appearance of their building.

The original doors at 318 West Main Street (left) should be retained and maintained. If the original doors are missing, new doors of single-light glass and wood design such as at 104 East Main Street are appropriate (right).

1. Historic doors should be retained and maintained.
2. Primary entrances to commercial buildings should be accessible to meet ADA requirements. If this is not possible, alternative entrances should be available, clearly marked, and maintained to the same standards as the primary entrance.
3. If historic doors do not allow for universal access, they should be retrofitted to meet standards.
4. Deteriorated or damaged historic doors should be repaired using methods that allow them to retain their historic fabric as possible. Replace deteriorated wood with in-kind material, also known as a "Dutchman" repair. Epoxy is helpful in strengthening and replacing deteriorated wood.
5. Owners are encouraged to replace missing or severely damaged unserviceble historic doors with new doors that replicate the originals or other historic examples.

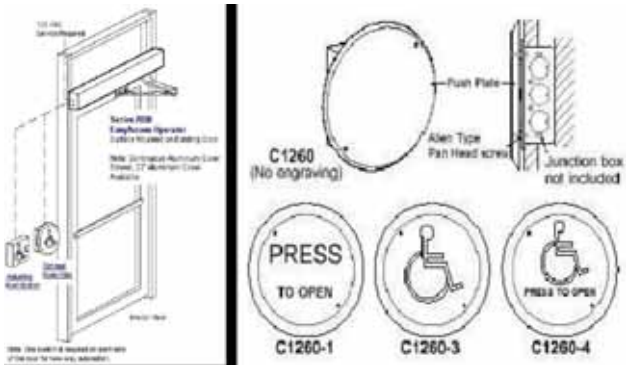
Doors and Entrances

Main entryways should have doors made of wood or dark anodized metal with clear-glass single-light openings such as those in the above photo. These are appropriate replacement doors for a commercial building where the original or historic doors are missing. (222 East Main Street.)

6. Clear-glass single-light or multiple-light, painted wood doors are usually appropriate for replacing missing original primary doors in the district's commercial buildings. The opening in secondary entrances may be smaller or doors may be solid wood. Dark or bronze-anodized metal, though less appropriate, may be substituted for wood.
7. New screen doors should be sympathetic to the style of the building, have a wood or aluminum frame, and be full view or have structural members that align with those of the door.
8. Storm doors should be full view and of baked-on enamel or anodized aluminum and should be painted or finished to match the other trim and be as inconspicuous as possible.
9. Security doors may be used on doors not visible from the street.

Doors and Entrances

Retroffiting existing doors with automatic door openers can help meet ADA requirements.



The use of automatic door openers with push plates is also an alternative to meet ADA door requirements on downtown commercial buildings.

Fire Escapes and Staircases

Fire escapes are important safety features as a means of escape from upper floors. However, as they are modern additions to historic buildings, they should not be visible from the street and should be sited on rear elevations.

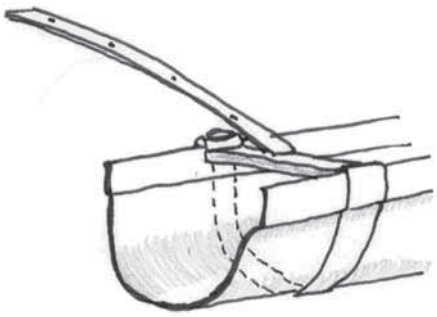
1. Fire escapes and staircases should be located on rear elevations or otherwise located so that they are not visible from the street.
2. The addition of fire escapes should not damage architectural features.
3. Fire escapes may be either open or enclosed.
4. If enclosed, fire escape surfaces should be of wood siding, brick veneer, or stucco.
5. If open, fire escape surfaces should be of metal or wood.

Fire stairs may be of wood or metal design and sited at the rear or side facades of commercial buildings. This example at the rear of 214 East Main Street is of wood construction.

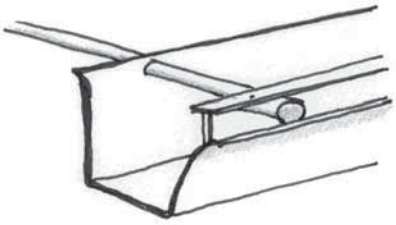
Gutters and Downspouts

Using well-maintained gutters and downspouts helps to protect buildings from water damage. If new gutters are required, half-round designs are the most appropriate.

1. Gutters and downspouts should be used and maintained.
2. Existing boxed or built-in gutters should be retained.
3. Deteriorated or damaged boxed or built-in gutters should be repaired.
4. If new gutters are needed, the most appropriate design for hanging gutters is half round. For buildings dating from or influenced by designs from the 1940s or later, ogee gutters are also appropriate.
5. Downspouts should be installed so as to avoid damage to architectural features.



Gutters, downspouts, and splashblocks should be used. Half-round gutters, as shown above, are most appropriate. Ogee gutters, below, are also acceptable.



Examples of appropriate gutters and downspouts on commercial buildings at 311 West Main Street (left) and 308-310 West Main Street (right).

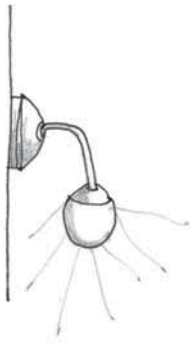
Lighting

Any historic light fixtures remaining downtown should be retained and maintained. New light fixtures should be unobtrusive in design, materials, and placement.

1. Historic light fixtures should be retained and maintained.
2. Deteriorated or damaged historic light fixtures should be repaired using methods that allow them to retain their historic appearance.
3. Owners are encouraged to replace missing or severely damaged historic light fixtures with replacements that replicate the originals or other historic examples in appearance and materials.
4. If modern light fixtures are desired as replacements or where light fixtures previously did not exist, they should be unobtrusive, conceal the light source, and direct light toward the building.
5. Light fixtures should not damage or obscure architectural features or other building elements.

Swan-neck fixtures in dark metal are appropriate new light fixtures for commercial buildings, as at 313 West Main Street, above and below.

Other appropriate commercial lighting fixtures.



Paint

Paint colors are not reviewed by the HDRB. Property owners are encouraged to use colors consistent with the building's architectural style and period.

1. The painted surface of historically painted buildings or features should be maintained.
2. New building features of the type that were historically painted, such as metal or wood trim, should be painted and the painted surface maintained.
3. Buildings which have not been previously painted should not be painted. Refer to the National Park Service: Technical Preservation Services' Preservation Brief #1 for advice, available at http://www.nps.giv/history/hps/TPS/briefs02.htm.
4. Should owners wish to remove paint from historically unpainted buildings, they should first insure that paint is not protecting bricks with damaged surfaces. Non-abrasive methods such as chemical cleaning, hand-scraping, or hand-sanding should be used in removal. Electric heat guns and heat plates are advised with caution because these tools are fire hazards. Abrasive or high-pressure removal methods are destructive and should never be used.
5. While paint colors are not reviewed by the HDRB, there are traditional colors which are appropriate for Madison's commercial buildings. Property owners are encouraged to consult with the HDRB prior to initiating work to get recommendations for particular styles. The HDRB can also provide paint recommendations for the body of the building as well as trim colors.

The paint colors chosen at 220 West Main Street are appropriate for the Italianate style.

Roofs

Roofs help to determine building style and are important elements of historic appearance. Historic roof shapes should be retained. Public visibility of modern features should be limited.

1. The historic roof shapes of buildings should be retained. Most commercial roof forms in Madison are flat, sloping, hipped or gable.
2. Roof-related features such as parapet walls, cornices, and chimneys should be retained and maintained.
3. New roof elements such as skylights, solar panels, decks, balconies, and satellite dishes should not be visible from the street.
4. Maintain historic roof materials such as slate and sheet metal, especially where they are visible from the street. Roof elements such as flashing and valleys should also be kept in good repair.

The roofs of downtown commercial buildings like these on West Main Street are typically flat, gable or hipped. Historic roof shapes should be retained. Modern elements such as skylights, solar panels, and satellite dishes should be concealed at rear roof lines or behind parapet walls and cornices.

Signs

Commercial buildings traditionally have had a variety of sign designs and placement, allowing for wide flexibility for their use downtown. Signs are important elements in the historic and commercial character of the downtown business district and historic signage should be retained and maintained. All signs within the Madison Historic District require a Certificate of Appropriateness, including new signs and alterations to existing signs, except for regular maintenance. All signs must follow the specific requirements of the city's sign ordinance, 151.36, available at http://www.madison-in.gov/ .

1. Historic signs (including neon signs, where possible) should be preserved, maintained, and repaired.
2. New signs should be of traditional materials such as wood, glass, copper or bronze letters. Sandblasted wood signs are appropriate. Plastic, substrate or unfinished wood signs are not recommended.
3. Signs should be sized in proportion to the building. Avoid oversized signs.
4. Buildings should have no more than three signs, not counting signs painted on windows.
5. Signs that resemble logos or symbols for businesses are encouraged.
6. Signs should have no more than two or three colors; colors should be coordinated with overall building colors.
7. Serif, Sans Serif or Script lettering are traditional styles for signs. Letters should not exceed 18 inches in height or cover more than 60% of the total sign area.
8. Traditional sign locations include storefront beltcourses, upper facade walls (not to exceed 20% of the overall wall surface), hanging or mounted inside windows, or projecting from the face of the building. Movable sandwich boards or "menu easels" are also allowable downtown . They should be placed on the sidewalk in front of the business one foot from the curb during business hours only and should not exceed a total size of 42" x 24" (H x W).
9. Temporary signs such as banners or window graphics should be displayed no more than 30 days and should not exceed ten square feet in size and contain no more than five square feet of text.
10. Signs should be installed in such a way that no damage occurs to historic materials. Mounting brackets and hardware for signs should be anchored into mortar, not masonry.
11. Lighting for signs should be concealed; spot– or up-lighting is appropriate for signs. Internally lit signs are not appropriate for downtown areas.

Signs

This drawing shows appropriate locations for commercial signage. No more than three signs should be used per building.

Signs

A wall sign, as this one (left) on East Main Street, is historically appropriate.

Logo signs are an appropriate and creative way to advertise a retail business. At right, 115 West Main Street.

The welcome center sign at left is an appropriate example of a free-standing, metal sign.

Historic painted wall signs and "ghost" signs should be preserved and maintained, not painted over. (West Street)

Sandwich boards are also appropriate in a commercial area (222 East Main Street).

Signs

Historic metal and neon signs, as at 204 West Main Street, should be preserved wherever possible.

Projecting wood signs are appropriate for businesses,

as at 313 Broadway (left) and 318 West Main Street (right).

Storefronts

Storefronts are defining elements of the commercial and historic character of the downtown business district. Historic storefronts should be retained, maintained, and, if needed, repaired and should not be covered or concealed.

1. Historic storefronts and their components, such as display windows, bulkheads, transoms, doors, cornices, pillars, and pilasters, should be retained and maintained.
2. Historic storefronts and their components should not be covered with modern materials.
3. Deteriorated or damaged storefronts or components should be repaired so that the storefront retains its historic appearance. Repairs should be made with in-kind materials, based on physical or documentary evidence whenever possible.
4. Missing storefronts or components should be replaced so that they replicate the historic storefront or other historic examples that appear to be appropriate to the building being worked on, based on physical evidence.

Original wood bulkheads and display windows remain at the storefront at 318 West Main Street.

This original storefront at 104 East Main Street possesses many typical elements: display windows, bulkheads, and transoms. It also retains its original cast iron columns.

Storefronts

The building at 113 West Main Street exemplifies the standard components of an early twentieth-century commercial storefront.

Storefronts

At left, this rebuilt storefront at 108 East Main Street mimics the traditional design of and is compatible with historic storefronts of downtown Madison.

Historic marble bulkheads, such as at 110 East Main Street, should be preserved.

Storefronts

STOREFRONTS ADDED TO EARLIER BUILDINGS

Downtown Madison has a number of 19th and early 20th century buildings with storefronts remodeled during a later time period. Storefronts from the 1920s to the 1940s reflect an important movement in merchandising and sales of the period and also are highly decorative in their designs. Materials such as marble, tile, and tinted glass, commonly known as "Carrara" glass, were all used to update storefronts during these decades. In many cases these storefronts are significant and should be preserved and maintained in any future building rehabilitation. Storefronts remodeled within the past fifty years are generally not compatible with overall building character and their removal may be appropriate when rehabilitation is undertaken. Such storefronts should be replaced with traditional designs or with designs based on the original appearance of the storefront, if known.

Storefronts that were rebuilt or remodeled in the 1930s and 1940s should be preserved such as this storefront at 222 East Main Street, featuring Carrara glass, a popular treatment applied to commercial architecture from the 1920s through 1940s.

Windows

Many of the commercial buildings in Madison retain their original wood sash windows on the upper floors. Original windows should be preserved, maintained, or repaired. Windows should not be concealed, enclosed or covered. If replacements are necessary, they should match the original in size, materials, and number and arrangement of lights.

1. Historic windows should be retained and maintained.
2. Historic windows should not be covered or painted.
3. Deteriorated or damaged windows should be repaired so that the windows retain their historic appearances, replacing removed sections with in-kind materials. Use epoxy to strengthen deteriorated wood.
4. Replace missing panes or sashes rather than entire windows. If 80% of the window is damaged and/or missing, and windows must be replaced, use designs that replicate the missing historic windows or other historic examples that appear to be appropriate to the building being worked on, based on physical evidence.

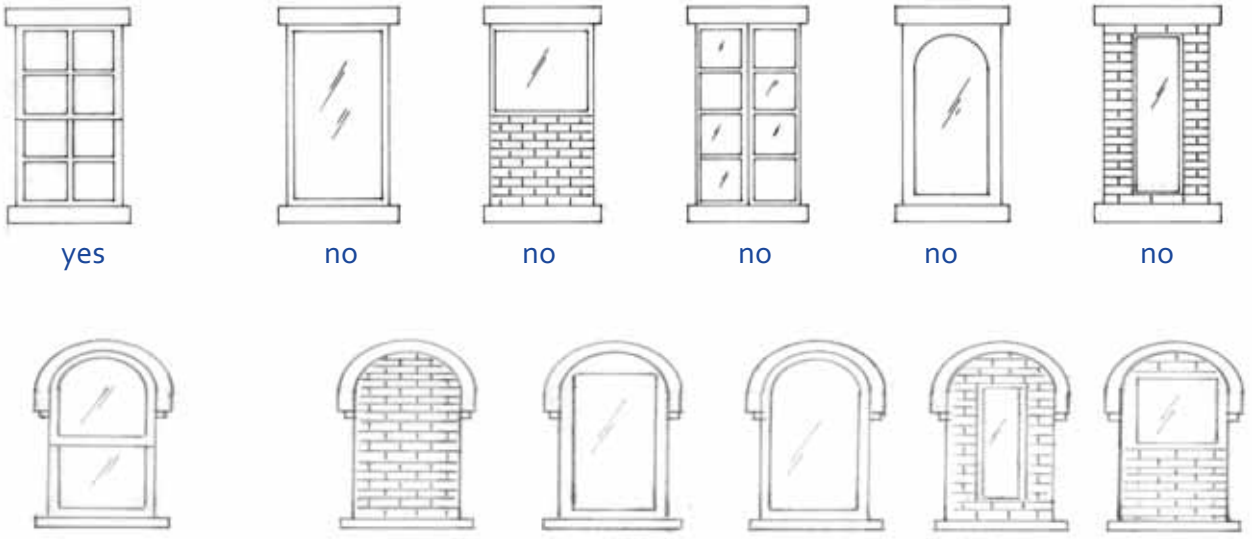
The windows in these historic buildings are important elements of their appearance. They should be retained and maintained.

5. Replacement windows should be of wood to match the original. Historic shutters should be retained and maintained.
6. Shutters should be added only if the building historically had them. Replacements replicate historic shutters, fit the window opening when closed, and are constructed of painted wood.

Windows

Replacement windows should fit the historic openings and replicate the appearance of historic windows used on the building or similar buildings.

7. Screen and storm windows should be constructed of painted wood, baked-on enamel, anodized aluminum, or painted-to-match-the-frames mill-finish aluminum.
8. Screen and storm windows should fit within the window frames.
9. Storm windows should be full-view design or have a central meeting rail that overlaps that of the window. The use of full-view interior storm windows is also appropriate.



Preserve and maintain historic windows; do not enclose or alter original window openings.

Windows

Why Preserving Original Windows is Recommended and Makes Economic Sense

The Madison Historic District Review Board requires the preservation and retention of historic wood and metal windows unless the windows are clearly proven to be deteriorated beyond repair. The reasons for preserving original windows include:

Rebuilding historic wood windows and adding storm windows makes them as efficient as new vinyl windows and more than offsets the cost of installation. A comprehensive window study in Vermont in 1997 found that a weatherstripped wood window with an added storm window was as energy efficient as most new vinyl thermo-pane windows. Several other studies since this time have supported these findings. (Sources: Home Energy Magazine Online, September/October 1997 "Creating Windows of Energy-Saving Opportunity" and APT Bulletin 36:4, 2005 "What Replacement Windows Can't Replace: The Real Cost of Removing Historic Windows."

In most cases, windows account for only about one-fourth of a home's heat loss. Insulating the attic, walls and basement is a much more economical approach to reducing energy costs.

The old-growth lumber used in historic window frames can last indefinitely, unlike new-growth wood or vinyl. Old growth windows have a tighter grain and better quality than most new growth wood windows.

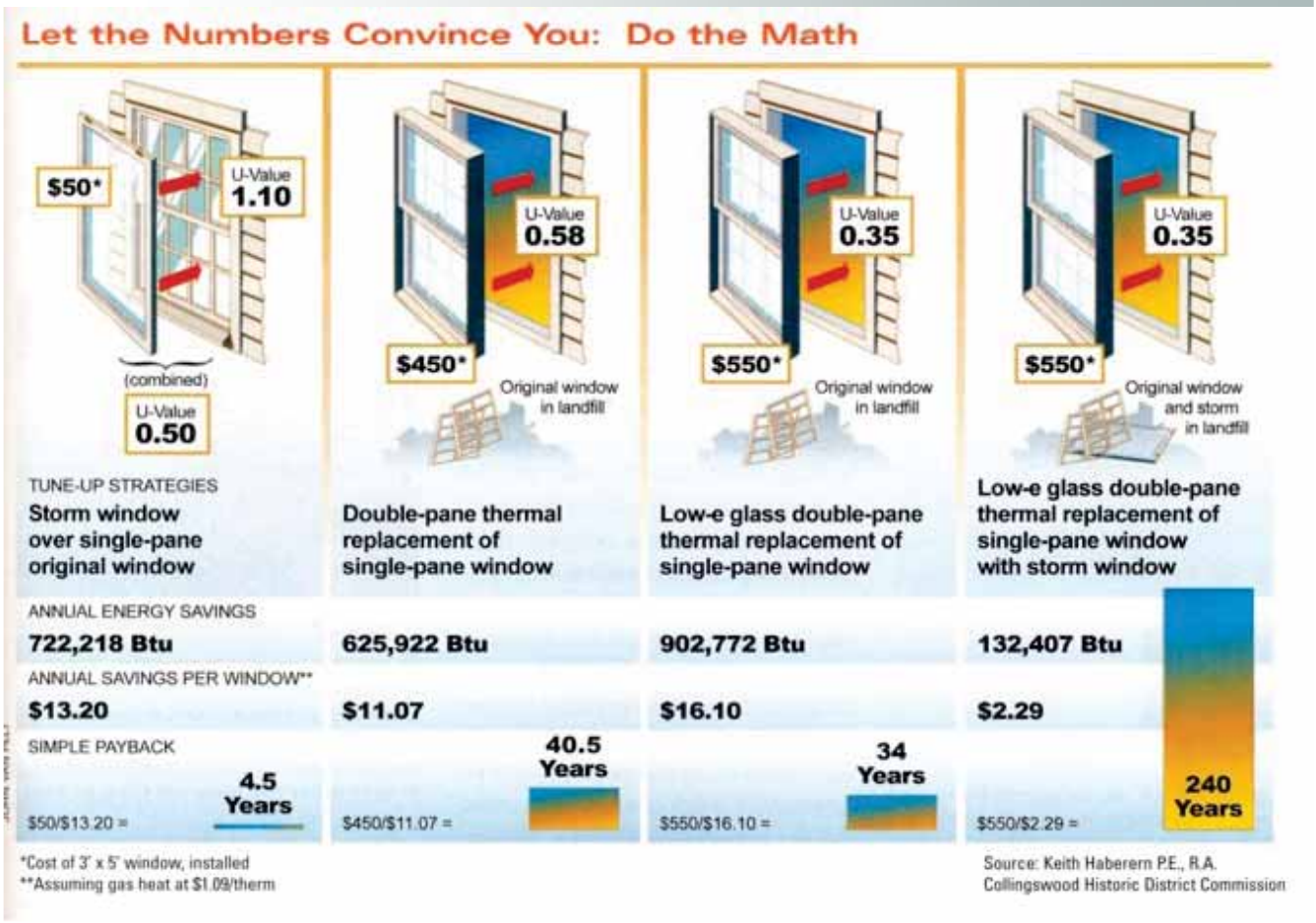
All windows expand and contract with temperature changes. However, vinyl expands more than twice as much as wood and seven times more than glass. This often results in failed seals between the frame and glass and a significant performance reduction. Vinyl windows have a high failure rate – more than one-third of all windows being replaced today are less than ten years old.

Any energy savings from replacing wood windows with aluminum or vinyl seldom justifies the costs of installation. For most houses, it would take decades to recover the initial cost of installation and with a life expectancy of 25 years or less, installing new vinyl or aluminum windows does not make good economic sense.

Most vinyl windows don't look like historic wood windows; their texture and thinness are inappropriate for Madison's historic buildings. A more acceptable alternative if the original windows are beyond reasonable repair are aluminum clad wood windows with baked enamel finishes.

Historic wood and metal windows are sustainable. They represent embodied energy, are made of materials natural to the environment and are renewable.

Windows



Adding storm windows over historic wood windows is a cost-effective approach that preserves the original window and provides energy savings equal to new replacement windows. The payback to the owner is much better as well. (Courtesy the *Old House Journal*).

When replacing windows, it is important to understand U-value specifications of available products. The U-value is a measurement of heat transfer through a material, such as window glass. The lower the U-value, the better the insulation. A U-value of .40 or lower is recommended for a North/Central and South/Central climate. Manufacturers are required to affix label to their windows stating their U-values.

New Construction - Decks

Decks are popular modern features. If added to historic buildings, they should be constructed on a building's rear elevation or another location not visible from the street.

1. Decks should be located on the rear elevations of buildings. They may also be located on a side elevation if screened from view from the street through fencing or plants or on the roof if screened from view through placement or parapets.
2. Decks should be constructed of wood or metal.
3. Decks should be stained or painted so that their colors are compatible with those of their buildings.
4. Decks should be simple in design. Wood balusters should be less than three inches apart and less than two inches in width and depth.

This rear deck is simple in design and is not readily visible from the street.

New Construction - Ramps

Most commercial entrances meet ADA requirements and do not require ramps. If they are needed, simple concrete ramps are recommended for main entrances. Wood ramps may be used on rear elevations.

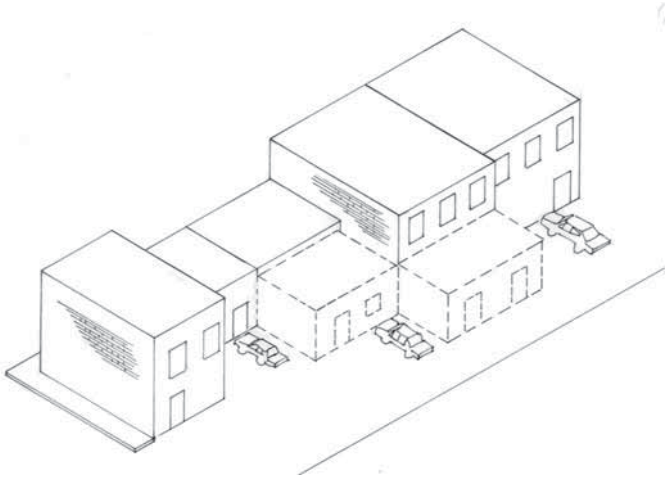
1. Ramps should be constructed of concrete or wood and painted in colors compatible with those of the building.
2. Ramps should be simple in design.
3. Ramps should be sited on rear elevations, if possible, rather than on primary façades.

Corner commercial buildings with raised steps at the front can be remodeled to allow for access ramps such as this example.

New Construction - Rear Additions

Rear and lateral additions provide owners with flexibility in their building use. Additions should use design, materials, and placement that minimize their affect on the district's historic character.

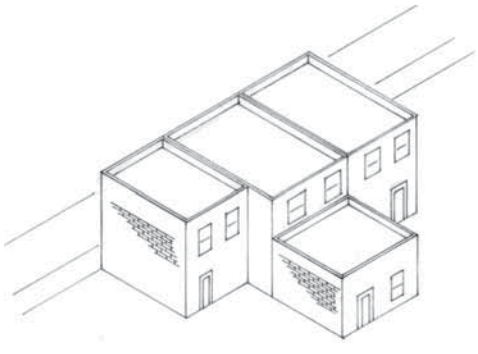
1. Additions should cause minimal damage or removal of historic walls, roofs, and features from historic buildings. Existing openings should be used to connect the building and the addition.
2. Additions should have little or no visibility from the primary street façade.



Shown is appropriate placement for ground level additions. Rear elevations are generally appropriate locations for additions, though lateral additions may also be made to side elevations with limited public visibility.

3. Additions should be compatible with the original building in scale, proportion, rhythm, and materials.
4. Additions should be distinguishable from the historic building: they should be smaller and simpler in design.
5. Additions should be contemporary in design but compatible with adjacent buildings.

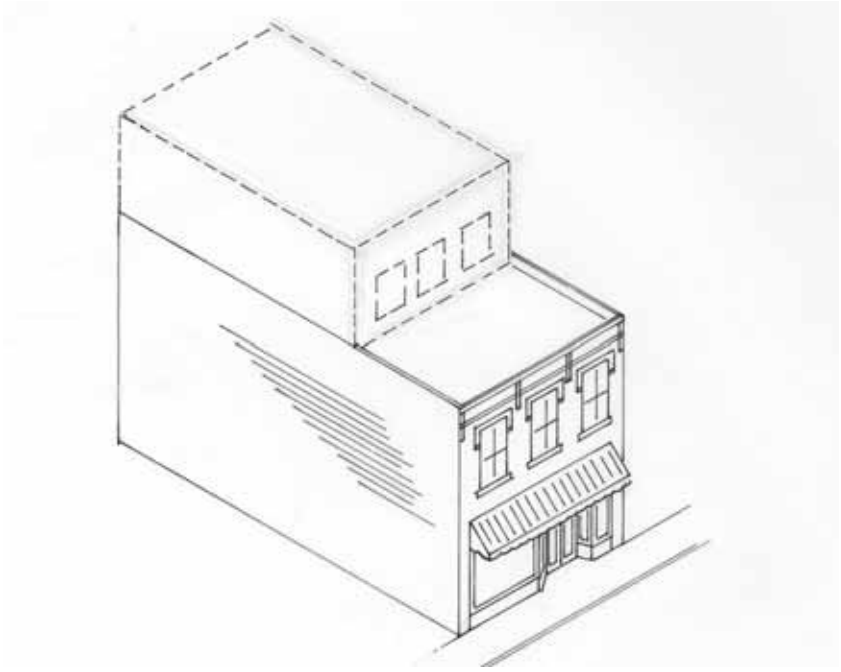
The location, scale, proportion, rhythm, materials, and size of this addition are all appropriate.



New Construction - Roofline Additions

Rooftop additions provide owners with flexibility in their building use. Additions should use design, materials, and placement that minimize their affect on the district's historic character.

1. Rooftop additions should not be visible from the street.
2. Rooftop additions should use similar roof forms to the buildings to which they are attached.
3. Additions should not cause the removal of character-defining materials and features.

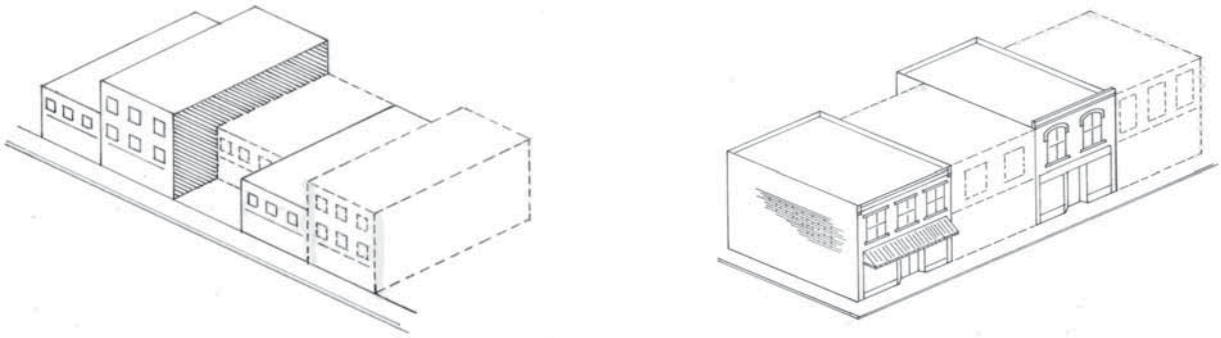


Rooftop additions should be recessed so that they are not visible from the street. Their roof forms should mimic the roof forms of the attached buildings.

New Construction - Infill Buildings

Where historic buildings have been lost or where there are vacant lots, new construction is encouraged to add to the streetscape and promote economic development. Infill construction in Madison's commercial area should be compatible with adjacent buildings in scale, height, materials, orientation, shape, placement, and rhythm and proportion of openings.

1. Height and width of new buildings should be compatible with that of adjacent buildings.
2. New buildings should be constructed of materials that are compatible with adjacent buildings.
3. Set back of new buildings should be in line with adjacent existing buildings.
4. The roof form of new buildings should match those of adjacent buildings.
5. New buildings should be compatible with adjacent buildings in terms of scale and proportions.

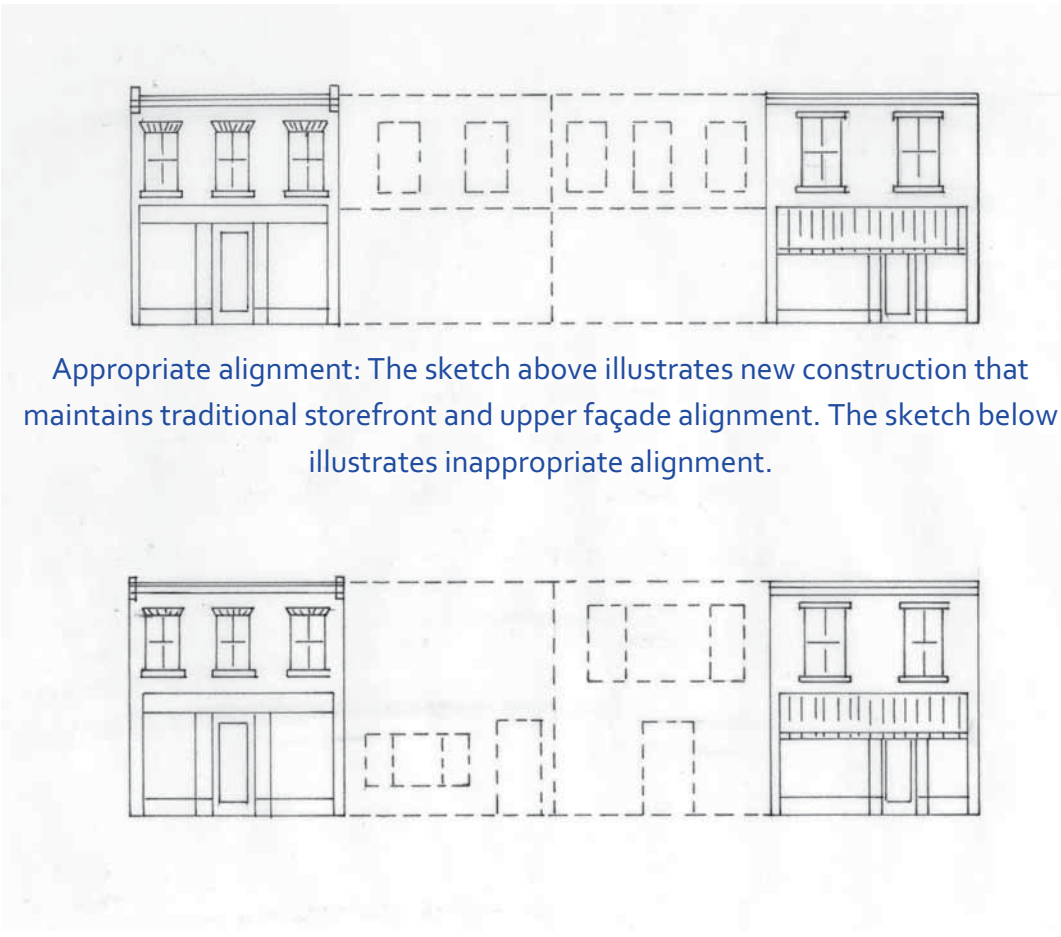


On the left, inappropriate infill. As on the right, buildings should be set back a uniform distance of several feet from the street to form a continuous wall of facades, and side walls are shared. Roofs are flat or very slightly sloped. These patterns of construction should continue.

6. New construction should be oriented toward the major street.
7. New buildings should be contemporary but compatible in design to historic buildings.

New Construction - Infill Buildings

If new construction will fill several footprints of missing historic buildings, it should have the appearance of traditional building widths.



Appropriate alignment: The sketch above illustrates new construction that maintains traditional storefront and upper façade alignment. The sketch below illustrates inappropriate alignment.

New Construction - Infill Buildings

New buildings can be visually compatible with a neighborhood without being imitations of the historic buildings that surround them.

Contemporary designs are appropriate if materials, scale, and alignment are compatible with adjacent buildings.

Streetscape Elements

Madison has invested in streetscape improvements in the downtown area including new lighting, planter boxes and ADA curb cuts.

1. Madison's commercial area should continue to be enhanced through streetscape elements such as benches and planters.
2. Major streetscape improvements considered in the future should be consistent with the historic character of the downtown area and follow traditional designs.




Added streetscape elements include ADA curb cuts at the corner of Main and Mulberry Streets, planter boxes, benches, and landscaping.

3. Landscaping should not damage historic buildings or conceal historic elements.
4. Since landscaping was not historically common in downtown Madison, contemporary plans should use plants with limited height and canopies.
5. Outdoor furniture provided by the city should be of uniform appearance and historically appropriate materials, such as wrought iron, and not impede pedestrian flow.

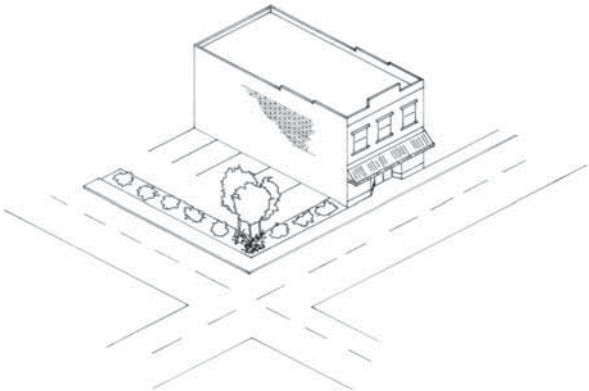
Local businesses sponsoring the Neat Street Program have their names featured on garbage receptacles.

Parking Lots

Parking areas that are added to downtown Madison should be screened with landscaping. Owners are encouraged to add appropriate landscape features to their lots.

1. In planning and constructing parking lots, historic landscape elements, particularly buildings, should be protected.
2. In the commercial downtown, parking lots should be located behind historic buildings and out of pedestrian view.
3. A shared parking lot allows businesses or institutions with different peak use times maximum patronage. Such planning may also prevent the loss of historic buildings for more parking areas.
4. Parking and pedestrian areas should be clearly designated.

Parking areas added between buildings should be screened with landscaping in the same line as the historic buildings. Parking lots at corners should be outlined with landscaping or low walls. Left, above: 400 block of Mulberry Street; Right: corner of West and Third Streets.

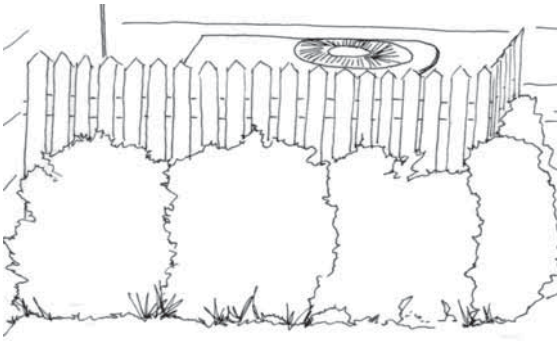


Utilities

Utilities such as garbage containers and mechanical systems are important to the functionality of buildings and the district. Air conditioning and heating units should be sited at rear facades or on rooftops., where they are not readily visible from the street. They should also be screened with landscaping or fencing. Conduits should be painted to blend with the color of the building.

1. Garbage containers should be placed behind buildings and be screened from view using fencing or plants.
2. Ground-mounted mechanical systems should be located behind or on top of buildings. If on the ground, they should be screened from view using fencing or plants. If on top of buildings, they should be set back or behind a parapet , not visible from the street.

These placements, one on a roof and set back and the other flush with the wall along a rear elevation, are appropriate for mechanical systems. Mechanical systems might also be screened with lattice work, fencing, or plants.



3. Window mechanical systems should be located on the side or rear elevations; their visibility should be as minimal as possible.
4. Meters, conduits, and other equipment should be located on rear elevations.

Moving Buildings

Vacant downtown lots are appropriate locations for new construction or the relocation of buildings fifty years old or older. Moving commercial buildings is expensive and is generally considered a last resort to demolition. Moving buildings in the downtown area should be considered only if other means of preservation have failed.

1. Moving a building or feature from its historic location should only occur if all other alternatives for preservation have been explored.
2. Moving buildings into the downtown district may be appropriate if the building is compatible with the district's architectural character in style, period, height, scale, materials, setting, and placement on the lot.
3. Moving buildings that contribute to the historic and architectural character of a district should be avoided unless demolition is the only alternative.

Demolition

The buildings that contribute to the historic residential character of the historic district neighborhoods are irreplaceable physical evidence of Madison's past. The loss of any historic building affects not only the individual building, but the surrounding landscape.

1. Demolition may be appropriate if the building does not contribute to the historic character of the district.
2. Applicants for demolition should explore possibilities for selling or reusing historic buildings, preferably onsite but also in other locations, as alternatives to demolition. Applicants should consider mothballing the building, which involves developing a strategy for halting deterioration, protecting from vandalism, and stabilizing the building structurally until such time that proper rehabilitation or restoration may commence.
3. Demolition may be appropriate if the denial of the demolition will result in a demonstrable economic hardship on the owner. Moving a building from its historic location will be approved only if all other alternatives for preservation have been explored.
4. Demolition by neglect occurs when a building is allowed to deteriorate through lack of maintenance. It is a self-imposed hardship that will not be considered a mitigating circumstance when determining economic hardship.

Demolition

(A) Whenever a property owner shows that a building is incapable of earning an economic return on its value, and the Board of Review fails to approve the issuance of a COA, such building may be demolished; provided, however, that before a demolition permit is issued, notice of proposed demolition shall be given as follows:

1. For buildings rated historic: 12 months

2. For unrated buildings: 2 months

(B) Notice shall be posted on the premises of the buildings or structure proposed for demolition in a location clearly visible from the street, and shall also be published in a general circulation newspaper at least three times prior to demolition, with the final notice published not less than fifteen days prior to the date of permit.

(C) Criteria of the Board to consider in the case of proposed demolition:

1. Whether the building is in such a state of deterioration and disrepair or so structurally unstable as to make preservation, restoration, or rehabilitation impracticable.

2. Whether the removal of such a building would be detrimental to the character of the historic district, balancing the interest of the public with the interest of the owner.

3. Take into account and apprise the owner of a building of possible alternative to demolition.

Appendices

A: Secretary of the Interior's Standards
B: Basic Maintenance Advice
C: Definitions and Terms
D: Bibliography
E: Incentives and Assistance for Rehabilitation
F: Resources
G: Madison National Historic Landmark Boundary Maps

Appendix A: Secretary of the Interior's Standards for Preservation

1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Appendix A: Secretary of the Interior's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding architectural elements from other buildings, shall not be undertaken.

4. Changes to properties over time are to be expected; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. If severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, when possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Please see "Illustrated Guidelines" at http://www.nps.gov/history/hps/TPS/tax/rhb/

Appendix A: Secretary of the Interior's Standards for Restoration

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
6. Deteriorated features from the restoration period 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.
7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
10. Designs that were never executed historically will not be constructed.

Appendix A: Secretary of the Interior's Standards for Reconstruction

1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
2. Reconstruction of a landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
3. Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
5. A reconstruction will be clearly identified as a contemporary re-creation.
6. Designs that were never executed historically will not be constructed.

Appendix B: Basic Maintenance Advice

MATERIALS

1. Prevent water from making contact with exterior wood siding. Of particular importance is keeping all gutters and downspouts in good repair to keep water from infiltrating the wood surface.

2. All exposed wood should be kept painted, stained or treated with preservatives.

3. Repairs for wood siding such as cracks can be made through the use of waterproof glue. Large cracks may be filled with caulk followed by putty. The surface should then be sanded, allowed to dry, and painted.

4. Where exterior siding has to be replaced the use of siding to match in dimension, size and profile is recommended.

5. Use paints consistent (oil or latex) with the existing paint surface for exterior siding.

6. Keep exterior brick clean of mildew, efflorescence and dirt. Also keep exterior brick clean of vines, ivy, and other plant materials. Washing with detergents and water are best for exterior masonry and mortar. Sandblasting, water-blasting and other abrasive cleaning methods are detrimental to historic buildings and should not be used.

7. Re-pointing of historic mortar should be with a mortar which matches the original in appearance and composition. Most mortar from before 1900 was composed of lime and sand and a mortar with similar content should be applied. The use of Portland cement is not appropriate due to the hardness of the mortar versus the softness of the brick.

8. Most silicone based or waterproof coatings have limited effectiveness and may actually add to moisture problems by not allowing the brick to breathe. The use of these products is not appropriate.

ROOFS, CORNICES, CHIMNEYS

1. Check the roof regularly for leaks, deterioration of flashing, and worn roof surfaces such as rolled or asphalt shingles. An inspection of the upper floor or attic space during or following a rainstorm can also assist in detection of water related problems.

2. Know what metals are used in the cornice or roof flashing and use only similar metals during replacement or repair. Different metals should not touch each other or a galvanic reaction may occur leading to corrosion.

3. Metal roofs and cornices should be kept painted to prevent rust and deterioration. Appropriate paints include those with an iron oxide oil base. Asphalt based paints and aluminum paints should not be used on historic metals as they could accelerate the rusting process.

4. Chimneys should be regularly checked for cracking, leaning, spalling, and infestation by birds and insects. The use of chimney caps over chimneys or flue openings is recommended to keep out moisture. Refer to the chimney section – only certain types of caps are acceptable.

GUTTERS AND DOWNSPOUTS

1. Keep gutters and downspouts in good repair. Make sure they are properly connected, are clean of leaves and other debris, and channel water effectively away from the building. Seal all cracks in downspouts with silicone caulk or sealants.

2. Gutters and downspouts which are deteriorated should be replaced with new gutters and downspouts. Half-round gutters and round downspouts are preferable to corrugated designs.

FOUNDATIONS

1. All water should drain away from a building and should not enter the foundation.

2. Trees, shrubs, and other plants should be kept well away from the foundation to prevent damage from moisture and root movement. Typically a minimum distance of 2' between the plantings and the foundation wall is recommended.

PORCHES AND EXTERIOR ORNAMENTATION

1. Keep all porch and trim elements painted.

ENTRANCES

1. Doors, transoms, and sidelights should be kept clean.

2. Original locks and hardware should be kept oiled and in good repair. If original hardware is missing or is deteriorated, the use of reproduction locks and hardware suitable for the building is recommended.

3. Doors with a stained wood finish should be kept varnished; doors that were painted originally

should be kept painted.

WINDOWS

1. Windows should be kept clean and free of dirt and grime. Wood sash surfaces should be painted regularly.

2. Windows should be kept operable. Seams in the framing or between the window and storm window should be caulked and sealed to aid in energy conservation.

3. Shutters should be kept painted and in good repair.

AWNINGS

1. Canvas awnings should be washed periodically and kept in good repair.

2. Awning hardware should be regularly checked for rust or loose mechanisms.

3. Awnings which become torn or otherwise deteriorated should be replaced.

SIGNS

1. Abandoned signs and sign hardware should be removed from buildings, unless historic.

2. Signs should be kept painted and mounting bolts should be checked periodically to make sure they are secure.

3. Light fixtures, conduits, and wiring for signs should be inspected and replaced when necessary.

Appendix C: Definitions and Terms

. Procedural Definitions

***Certificate of Appropriateness*:** A document issued by the Historic District Board of Review (HDBR) allowing an applicant to proceed with a proposed alteration, demolition, or new construction in the Madison Historic District, following a determination of the proposal's suitability according to applicable criteria.

Due process: The established procedure by which legal action is carried out.

Normally Required: Mandatory actions, summarized in the guidelines, whose compliance is enforced by the HDBR.

Public notice: The classified advertisement of an event, such as a preservation commission meeting, that is published in the local newspaper and posted in the city government building in order to notify the general public of the upcoming event.

Recommended: Suggested, but not mandatory actions summarized in the guidelines.

B. Technical Definitions

Adaptive Use: Rehabilitation of a historic structure for use other than its original use such as a residence converted into offices.

Acceptable: Work that will be approved.

***Addition*:** New construction added to an existing building or structure.

Alteration: Work which impacts any exterior architectural feature including construction, reconstruction, repair, or removal of any building element.

Appropriate: Especially suitable or compatible.

Building: A structure used to house human activity such as a dwelling or garage.

Character: The qualities and attributes of any structure, site, street or district.

Configuration: The arrangement of elements and details on a building or structure which help to define its character.

Contemporary: Reflecting characteristics of the current period. Contemporary denotes characteristics which illustrate that a building, structure, or detail was constructed in the present or recent past rather than being imitative or reflective of a historic design.

Compatible: In harmony with location and surroundings.

Context: The setting in which a historic element, site, structure, street, or district exists.

Demolition: Any act which destroys in whole or in part a building or structure.

***Demolition by Neglect*:** The destruction of a building or structure through abandonment or lack of maintenance.

Design Guidelines: Criteria developed to identify design concerns in an area and to help property owners ensure that rehabilitation and new construction respect the character of designated buildings and districts.

Element: A material part or detail of a site, structure, street, or district.

Elevation: Any one of the external faces or facades of a building.

***Fabric*:** The physical material of a building, structure, or community, connoting an interweaving of component parts.

Facade: The front elevation of face of a building. Most buildings have only one façade; some, like the Lanier Mansion, have two.

Harmony: Pleasing or congruent arrangement.

Height: The distance from the bottom to the top of a building or structure.

***Historic District*:** A geographically definable area with a significant concentration of buildings, structures, sites, spaces, or objects unified by past events, physical development, design, setting, materials, workmanship, sense of cohesiveness or related historical and aesthetic associations. The significance of a district may be recognized through listing in a local, state, or national landmarks register and may be protected legally through enactment of a local historic district ordinance administered by a historic district board or commission.

Historic District Review Board: The city's governmental board responsible for overseeing design review in the Madison Historic District.

Historic Imitation: New construction or rehabilitation where elements or components mimic an architectural style but are not of the same historic period as the existing buildings (historic replica).

Infill: New construction in historic districts on vacant lots or to replace existing buildings.

Landmark: A building, structure, object or site which is identified as a historic resource of particular significance.

Landscape: The totality of the built or human-influenced habitat experienced at any one place. Dominant features are topography, plant cover, buildings, or other structures and their patterns.

Maintain: To keep in an existing state of preservation or repair.

Material Change: A change that will affect either the exterior architectural or environmental features of an historic property or any structure, site, or work of art within an historic district.

New construction: Construction which is characterized by the introduction of new elements, sites, buildings, or structures or additions to existing buildings and structures in historic areas and districts.

Obscured: Covered, concealed, or hidden from view.

Appendix C: Definitions and Terms

Preservation: Generally, saving from destruction or deterioration old and historic buildings, sites, structures, and objects and providing for their continued use by means of restoration, rehabilitation, or adaptive use.

Proportion: Harmonious relation of parts to one another or to the whole.

Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure, or object, or a part thereof, as is appeared at a specific period of time.

Rehabilitation: The act or process of returning a property or building to usable condition through repair, alteration, and/or preservation of its features which are significant to its historical, architectural, and cultural values.

Restoration: The act or process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Retain: To keep secure and intact. In the guidelines, "retain" and "maintain" describe the act of keeping an element, detail, or structure and continuing the same level of repair to aid in the preservation of elements, sites and structures.

Re-use: To use again. An element, detail, or structure might be reused in historic districts.

Rhythm: Movement or fluctuation marked by the regular occurrence or natural flow of related elements.

Scale: Proportional elements that demonstrate the size, materials, and style of buildings.

Setting: The sum of attributes of a locality, neighborhood, or property that defines its character.

Significant: Having particularly important associations within the contexts of architecture, history, and culture.

Stabilization: The act or process of applying measures essential to the maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Streetscape: The distinguishing character of a particular street as created by its width, degree of curvature, paving materials, design of the street furniture, and forms of surrounding buildings.

Style: A type of architecture distinguished by special characteristics of structure and ornament and often related in time; also a general quality of a distinctive character.

C. GLOSSARY OF TERMS

Addition New construction added to an existing building or structure.

Alteration Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

Apron A decorative, horizontal trim piece on the lower portion of an architectural element.

Arch A construction which spans an opening and supports the weight above it. (see flat arch, jack arch, segmental arch and semi-circular arch).

Attic The upper level of a building, not of full ceiling height, directly beneath the roof.

Baluster One of a series of short, vertical, often vase-shaped members used to support a stair or porch handrail, forming a balustrade.

Balustrade An entire rail system with top rail and balusters.

Bargeboard A board which hangs from the projecting end of a gable roof, covering the end rafters, and often sawn into a decorative pattern.

Bay The portion of a facade between columns or piers providing regular divisions and usually marked by windows.

Bay window A projecting window that forms an extension to the floor space of the internal rooms; usually extends to the ground level.

Belt course A horizontal band usually marking the floor levels on the exterior facade of a building.

Board and batten Siding fashioned of boards set vertically and covered where their edges join by narrow strips called battens.

Bond A term used to describe the various patterns in which brick (or stone) is laid, such as "common bond' or "Flemish bond."

Bracket A projecting element of wood, stone or metal which spans between horizontal and vertical surfaces (eaves, shelves, overhangs) as decorative support.

Bulkhead The structural panels just below display windows on storefronts. Bulkheads can be both supportive and decorative in design. 19th century bulkheads are often of wood construction with rectangular raised panels. 20th century bulkheads may be of wood, brick, tile, or marble construction. Bulkheads are also referred to as kickplates.

Bungalow Common house form of the early twentieth century distinguished by horizontal emphasis, wide eaves, large porches and multi-light doors and windows.

Carrara Glass Tinted glass widely used for storefront remodeling during the 1930s and 1940s. Carrara glass usually came in black, tan, or dark red colors.

Capital The head of a column or pilaster.

Casement window A window with one or two sashes which are hinged at the sides and usually open outward.

Clapboards Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weather-proof exterior wall surface.

Appendix C: Definitions and Terms

Classical order Derived from Greek and Roman architecture, a column with its base, shaft, capital and entablature having standardized details and proportions, according to one of the five canonized modes: Doric, Tuscan, Ionic, Corinthian, or Composite.

Clipped gable A gable roof where the ends of the ridge are terminated in a small, diagonal roof surface.

Colonial Revival Architectural style of the early twentieth century based on interpretations of architectural forms of the American colonies prior to the Revolution.

Column A circular or square vertical structural member.

Common bond A brickwork pattern where most courses are laid flat, with the long "stretcher" edge exposed, but every fifth to eighth course is laid perpendicularly with the small "header" end exposes, to structurally tie the wall together.

Corbel In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.

Corinthian order Most ornate classical order characterized by a capital with ornamental acanthus leaves and curled fern shoots.

Cornice The uppermost, projecting part of an entablature, or feature resembling it. Any projecting ornamental molding along the top of a wall, building, etc.

Craftsman Architectural style popularized around the turn of the twentieth century emphasizing simple, original craftsmanship as a movement away from Victorian styles.

Cresting A decorated ornamental finish along the top of a wall or roof, often made of ornamental metal.

Cross-gable A secondary gable roof which meets the primary roof at right angles.

Dentils A row of small tooth-like blocks in a classical cornice.

Doric order A classical order with simple, unadorned capitals, and with no base.

Dormer window A window that projects from a roof.

Double-hung window A window with two sashes, one sliding vertically over the other.

Eave The edge of a roof that projects beyond the face of a wall.

Elevation Any of the external faces of a building.

Ell The rear wing of a house, generally one room wide and running perpendicular to the principal building.

Engaged column A round column attached to a wall.

Entablature A part of a building of classical order resting on the column capital; consists of an architrave, frieze, and cornice.

Facade The face or front elevation of a building.

Fanlight A semi-circular window usually over a door with radiating muntins suggesting a fan.

Fascia A projecting flat horizontal member or molding; forms the trim of a flat roof or a pitched roof; also part of a classical entablature.

Federal Architectural style of the early nineteenth century characterized by restrained detailing and often having elliptical transoms over entrances.

Fenestration The arrangement of windows on a building.

Finial A projecting decorative element, usually of metal, at the top of a roof turret or gable.

Fishscale shingles A decorative pattern of wall shingles composed of staggered horizontal rows of wooden shingles with half-round ends.

Flashing Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.

Flat arch An arch whose wedge-shaped stones or bricks are set in a straight line; also called a jack arch.

Flemish bond A brick-work pattern where the long "stretcher" edge of the brick is alternated with the small "header" end for decorative as well as structural effectiveness.

Fluting Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface.

Foundation The lowest exposed portion of the building wall, which supports the structure above.

Frieze The middle portion of a classical cornice; also applied decorative elements on an entablature or parapet wall.

Gable The triangular section of a wall to carry a pitched roof.

Gable roof A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gambrel roof A ridged roof with two slopes on either side.

Ghosts Outlines or profiles of missing buildings or building details. These outlines may be visible through stains, paint, weathering, or other residue on a building's facade.

Greek Revival Architectural style of the mid-nineteenth century adopting classical features such as columns supporting entablatures for a balanced, symmetrical effect.

Guardrail A building component or a system of building components located at or near the open sides of elevated walking surfaces that minimizes the possibilities of a fall from the walking surface to a lower level.

Appendix C: Definitions and Terms

Handrail A horizontal or sloping rail intended for grasping by the hand for guidance or support.

Hipped roof A roof with uniform slopes on all sides.

Hood molding A projecting molding above an arch, doorway, or window, originally designed to direct water away from the opening; also called a drip mold.

Ionic order One of the five classical orders used to describe decorative scroll capitals.

Infill New construction where there had been an opening before, such as a new building between two older structures; or block infill between porch piers or in an original window opening.

Jack arch (see Flat arch)

Keystone The wedge-shaped top or center member of an arch.

Knee brace An oversize bracket supporting a cantilevered or projecting element.

Lattice An openwork grill of interlacing wood strips used as screening.

Lintel The horizontal top member of a window, door, or other opening.

Luxfer glass A glass panel made up of small leaded glass lights either clear or tinted purple. These panels were widely used for storefront transoms during the early 20th century.

Mansard roof A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.

Masonry Exterior wall construction of brick, stone or adobe laid up in small units.

Massing The three-dimensional form of a building.

Metal standing seam roof A roof composes of overlapping sections of metal such as copper-bearing steel or iron coated with a terne alloy of lead and tin. These roofs were attached or crimped together in various raised seams for which the roof are named.

Modillion A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of a cornice.

Mortar A mixture of sand, lime, (and in more modern structures, cement), and water used as a binding agent in masonry construction.

Mothballing: Implementing temporary measures to stabilize and protect a building from deterioration and vandalism.

Mullion A heavy vertical divider between windows or doors.

Multi-light window A window sash composed of more than one pane of glass.

Muntin A secondary framing member to divide and hold the panes of glass in multi-light window or glazed door.

Neo-classical Revival style Early twentieth century style which combines features of ancient, Renaissance, and Colonial architecture; characterized by imposing buildings with large columned porches.

Oriel window A bay window which emerges above the ground floor level.

Paired columns Two columns supported by one pier, as on a porch.

Palladian window A window with three openings, the central one arched and wider than the flanking ones.

Paneled door A door composed of solid panels (either raised or recessed) held within a framework of rails and stiles.

Parapet A low horizontal wall at the edge of a roof.

Pediment A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Pier A vertical structural element, square or rectangular in cross-section.

Pilaster A square pillar attached, but projecting from a wall, resembling a classical column.

Pitch The degree of the slope of a roof.

Portico A roofed space, open or partly enclosed, forming the entrance and centerpiece of the facade of a building, often with columns and a pediment.

Portland cement A strong, inflexible hydraulic cement used to bind mortar. Mortar or patching materials with a high Portland cement content should not be used on old buildings. The Portland cement is harder than the masonry, thereby causing serious damage over annual freeze-thaw cycles.)

Preservation The act of maintaining the form and character of a building as it presently exists. Preservation stops deterioration and stabilizes the structure.

Pressed tin Decorative and functional metalwork made of molded tin used to sheath roofs, bays, and cornices.

Pyramidal roof A roof with four identical sides rising to a central peak.

Quoins A series of stone, bricks, or wood panels ornamenting the outside of a wall.

Reconstruction The accurate recreation of a vanished, or irreplaceably damaged structure, or part thereof; the new construction recreates the building's exact form and detail as they appeared at some point in history.

Rehabilitation The act of returning a building to usable condition through repair, alteration, and/or preservation of its features.

Restoration The process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Appendix C: Definitions and Terms

Ridge The top horizontal member of a roof where the sloping surfaces meet.

Rusticated Roughening of stonework of concrete blocks to give greater articulation to each block.

Sash The moveable framework containing the glass in a window.

Segmental arch An arch whose profile or radius is less than a semi-circle.

Semi-circular arch An arch whose profile or radius is a half-circle the diameter of which equals the opening width.

Sheathing An exterior covering of boards of other surface applied to the frame of the structure. (see Siding)

Shed roof A gently-pitched, almost flat roof with only one slope.

Sidelight a vertical area of fixed glass on either side of a door or window.

Siding the exterior wall covering or sheathing of a structure.

Sill The bottom crosspiece of a window frame.

Spindles Slender, elaborately turned wood dowels or rods often used in screens and porch trim.

Stabilization The essential maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Streetscape The general appearance and configuration of the many buildings which define the street.

Stretcher bond A brickwork pattern where courses are laid flat with the long "stretcher" edge exposed.

Surround An encircling border or decorative frame, usually at windows or doors.

Swag Carved ornament on the form of a cloth draped over supports, or in the form of a garland of fruits and flowers.

Terra cotta Decorative building material of baked clay. Terra cotta was often glazed in various colors and textures. Terra cotta was widely used for cornices, inset panels, and other decorative façade elements from ca. 1880 to 1930.

Transom A horizontal opening (or bar) over a door or window. (see Overlight)

Trim The decorative framing of openings and other features on a facade.

Turret A small slender tower.

Veranda A covered porch or balcony on a building's exterior.

Vergeboard The vertical face board following and set under the roof edge of a gable, sometimes decorated by carving.

Vernacular A regional form or adaptation of an architectural style.

Wall dormer Dormer created by the upward extension of a wall and a breaking of the roofline.

Water table A projecting horizontal ledge, intended to prevent water from running down the face of a wall's lower section.

Weatherboard Wood siding consisting of overlapping boards usually thicker at one edge than the other.

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Appendix E: Incentives and Assistance for Rehabilitation

TAX CREDITS FOR REHABILIATION

Income tax credits for the rehabilitation of historic buildings are available to Indiana property owners at both the Federal and State levels . In each program, a property owner can receive a twenty percent credit on the total costs of rehabilitating a historic property. Rehab methods and materials must follow the Secretary of the Interior's Standards. The state and federal plans are not mutually exclusive, allowing the potential for a forty percent tax credit on approved rehabilitation work. Commercial buildings, warehouses, or income-producing dwellings may be eligible.

FEDERAL REHABILITATION TAX CREDITS

Over the past twenty-five years, more than 29,000 buildings have been rehabilitated across the country, generating over $25 billion in private investment in historic buildings nation-wide. There are two types of tax credits available: 20% for a certified historic structure or 10% for a non-historic structure. Investment Tax Credits are available to the owners or certain long-term renters of income-producing properties.

The 20% tax credit reduces the cost of restoration and rehabilitation to the owner of an income producing historic property as an income tax credit. The credit is 20% of what an owner spends rehabilitating the building, not including acquisition costs.

To qualify for the 20% Credit:

1. The building must be listed on the National Register of Historic Places, or listed as a contributing structure within a National Register Historic District.
2. The rehabilitation project must meet the "substantial rehabilitation test," which means you must spend the adjusted value of the building or $5000, whichever is greater. The figure is derived by subtracting the value of the land from the cost of the building and land together.
3. After rehabilitation, the structure must be income producing for five years (commercial, rental, B&B).
4. The rehabilitation must meet *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitation of Historic Buildings.*

To qualify for the 10% credit:

1. The structure must have been built before 1936 and not "historic" (must not be listed or eligible for listing on the National Register of Historic Places).
2. The structure must retain 50-70% of external walls and 75% of internal walls.
3. The rehabilitation must meet the "substantial rehabilitation test" as in the 20% credit.
4. The structure must be used for five years as income producing but NOT housing.

For additional general information on the Investment Tax Credit program, see the National Park Service's ITC web-site at http://www2.cr.nps.gov/tps/tax/.

CREDITS FOR OWNER-OCCUPIED PRIVATE RESIDENCES

Additionally, there is available to Indiana state income tax payers a Residential Historic Rehabilitation Credit on certified rehabilitations of historic buildings that are principally used and occupied by a taxpayer as that taxpayer's residence. Under this plan, a taxpayer may claim a state income tax credit for 20 percent of the total qualified rehabilitation or preservation cost of a project. The property must be located in Indiana and be at least fifty (50) years old. It also must be listed on the Indiana Register of Historic Sites and Structures and must be owned and occupied as the principal residence by the taxpayer.

Appendix F: Resources

For more information about historic preservation contact:

City of Madison
Madison Planning/Building Inspection Department
101 West Main Street
Madison, Indiana 47250
(812) 265-8324
madplan@madison-in.gov

Historic Landmarks Foundation of Indiana
Southern Regional Office
115 West Chestnut St.
Jeffersonville, Indiana 47130
812-284-4534
south@historiclandmarks.org

Historic Madison Inc.
500 West Street
Madison, Indiana 47250
(812) 265-2967
info@historicmadisoninc.com

Cornerstone Society Inc.
P.O. Box 92
Madison, Indiana 47250
cornerstoneinfo@cornerstonesocietyinc.org

Madison Main Street Program
132 East Main Street
Madison, Indiana 47250
(812) 265– 3270
information@madisonmainstreet.com
www.madisonmainstreet.com

National Park Service
Jefferson County Historical Society
615 West First Street
Madison, IN 47250
(812) 265-2335
www.jchshc.org

National Historic Landmarks
Dr. Michele Curran
601 Riverfront Drive
Omaha, Nebraska 68102
(402) 661-1954
Michele-curran@nps.gov

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Bottom photo from http://www.livgenmi.com/1895/IN/County/jefferson.htm
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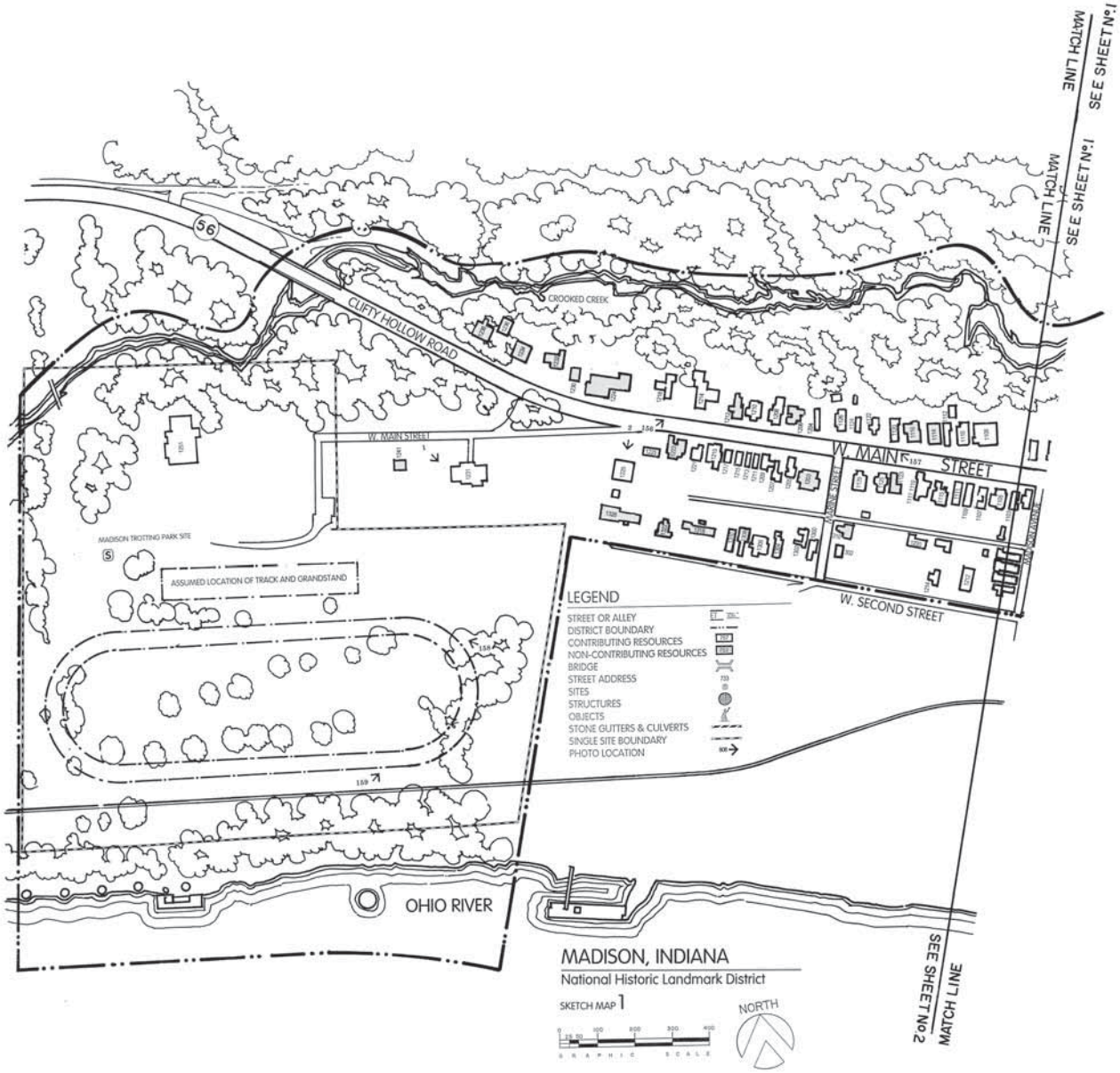
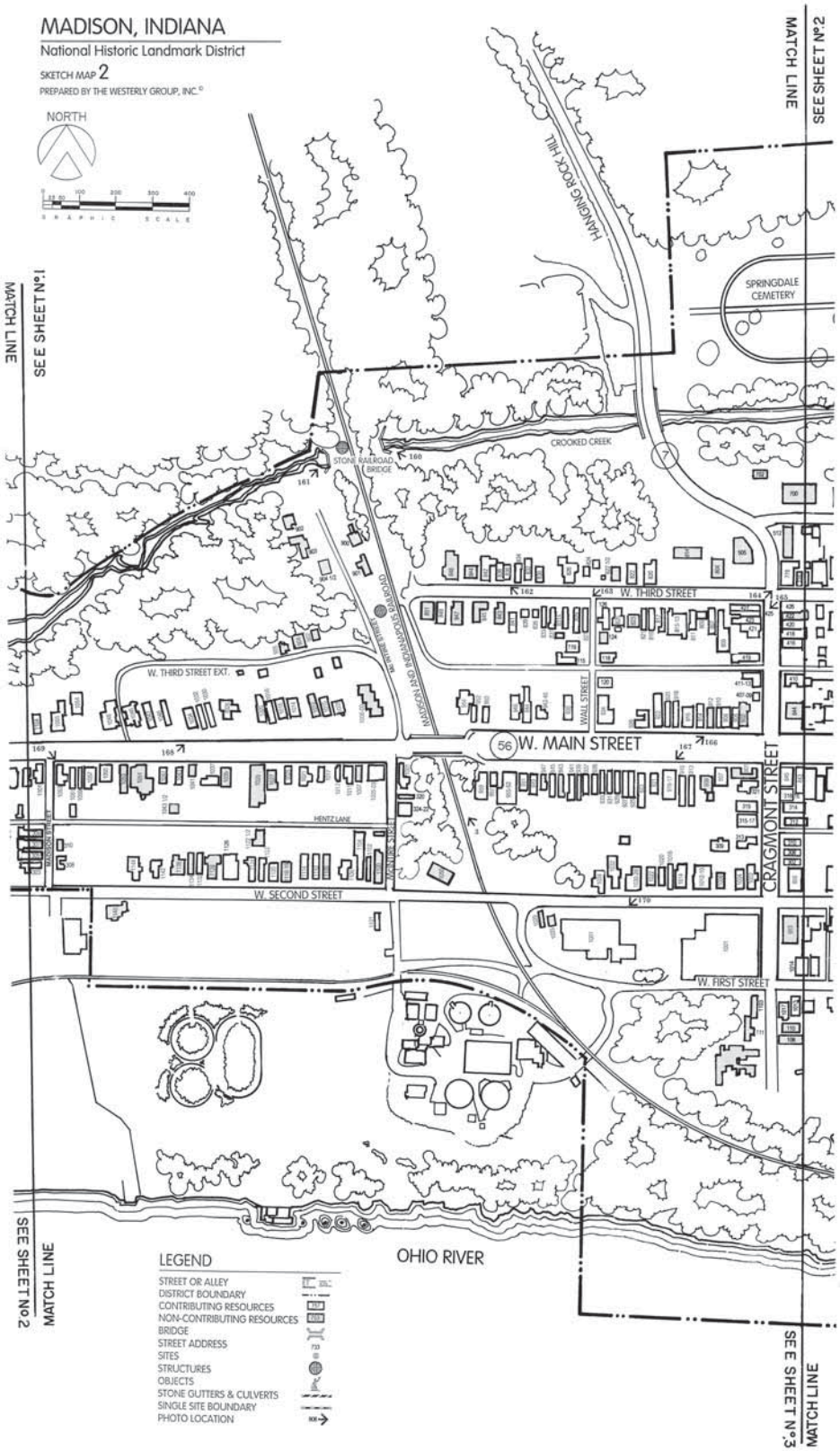
Appendix G: Madison National Historic Landmark Boundary Maps



Madison National Historic Landmark Boundary Maps



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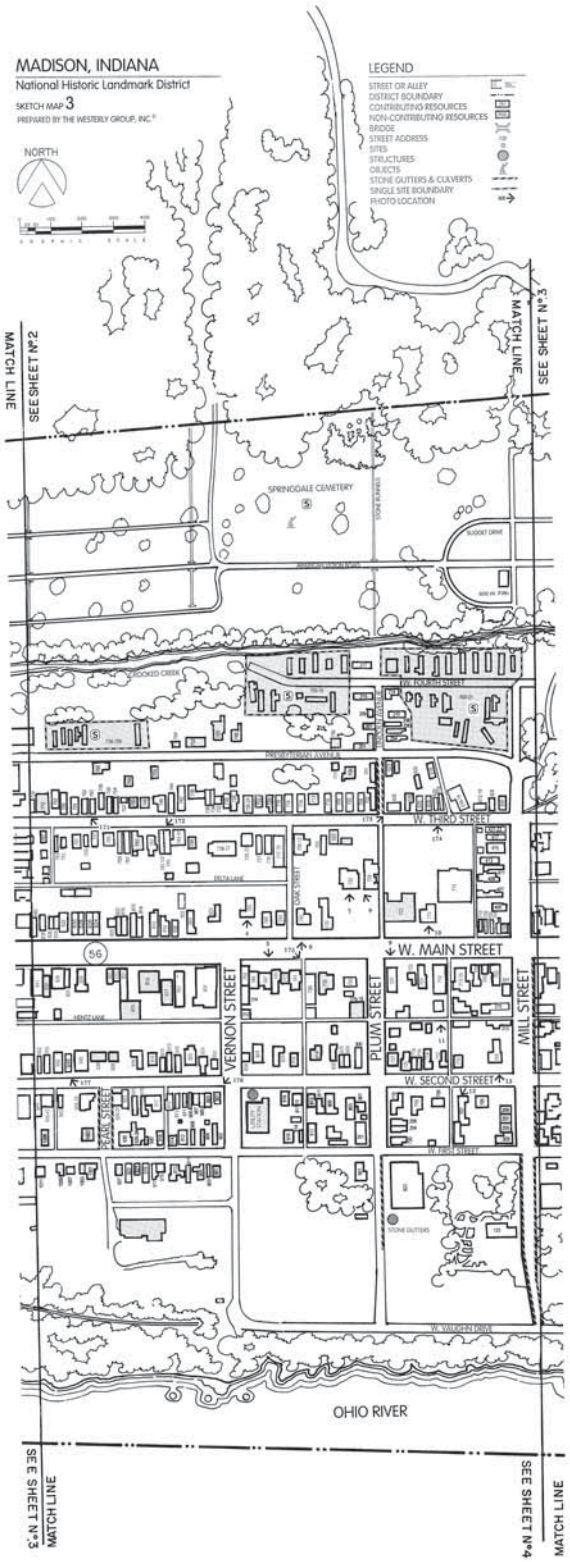
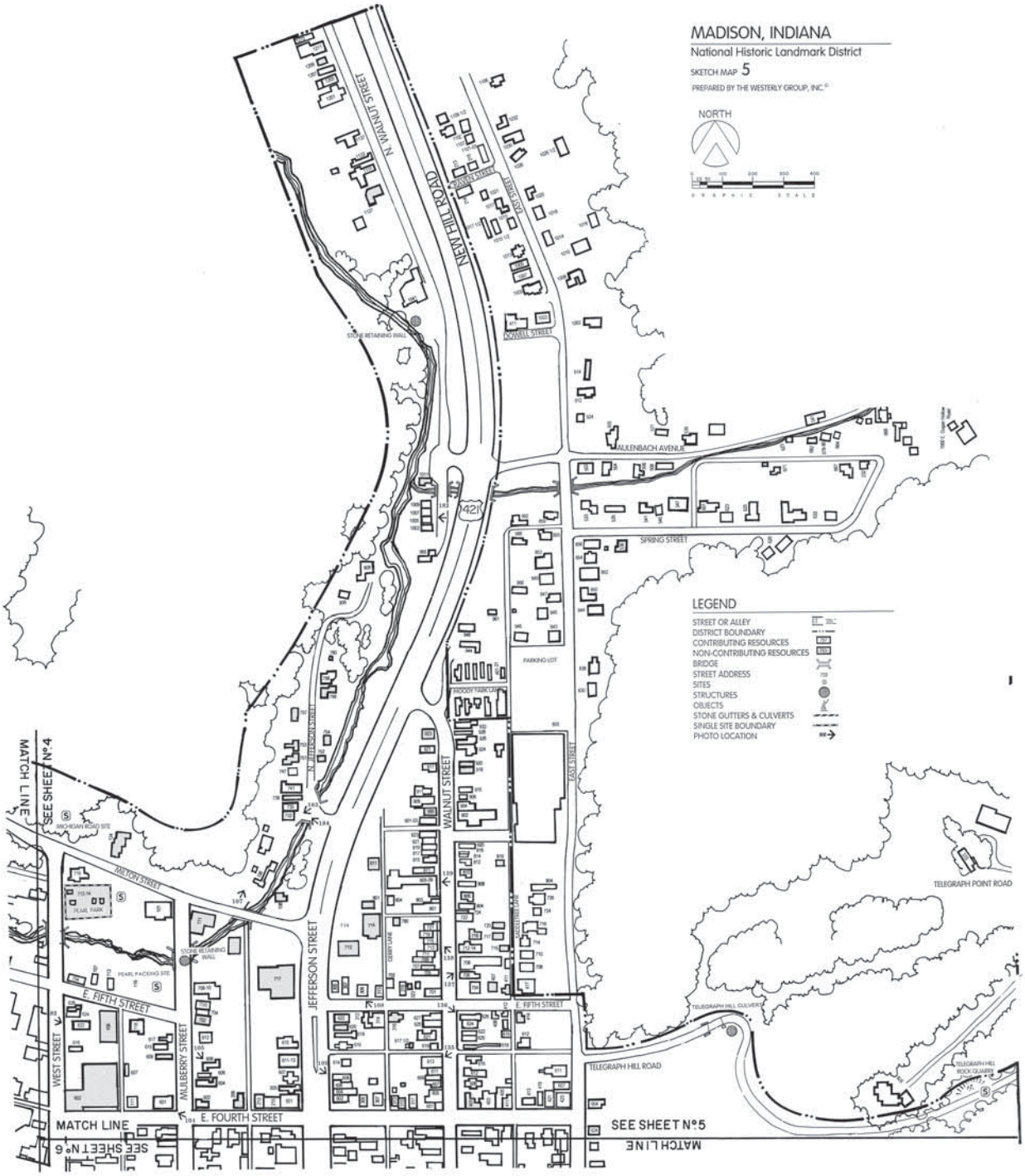


Madison National Historic Landmark Boundary Maps

Madison National Historic Landmark Boundary Maps



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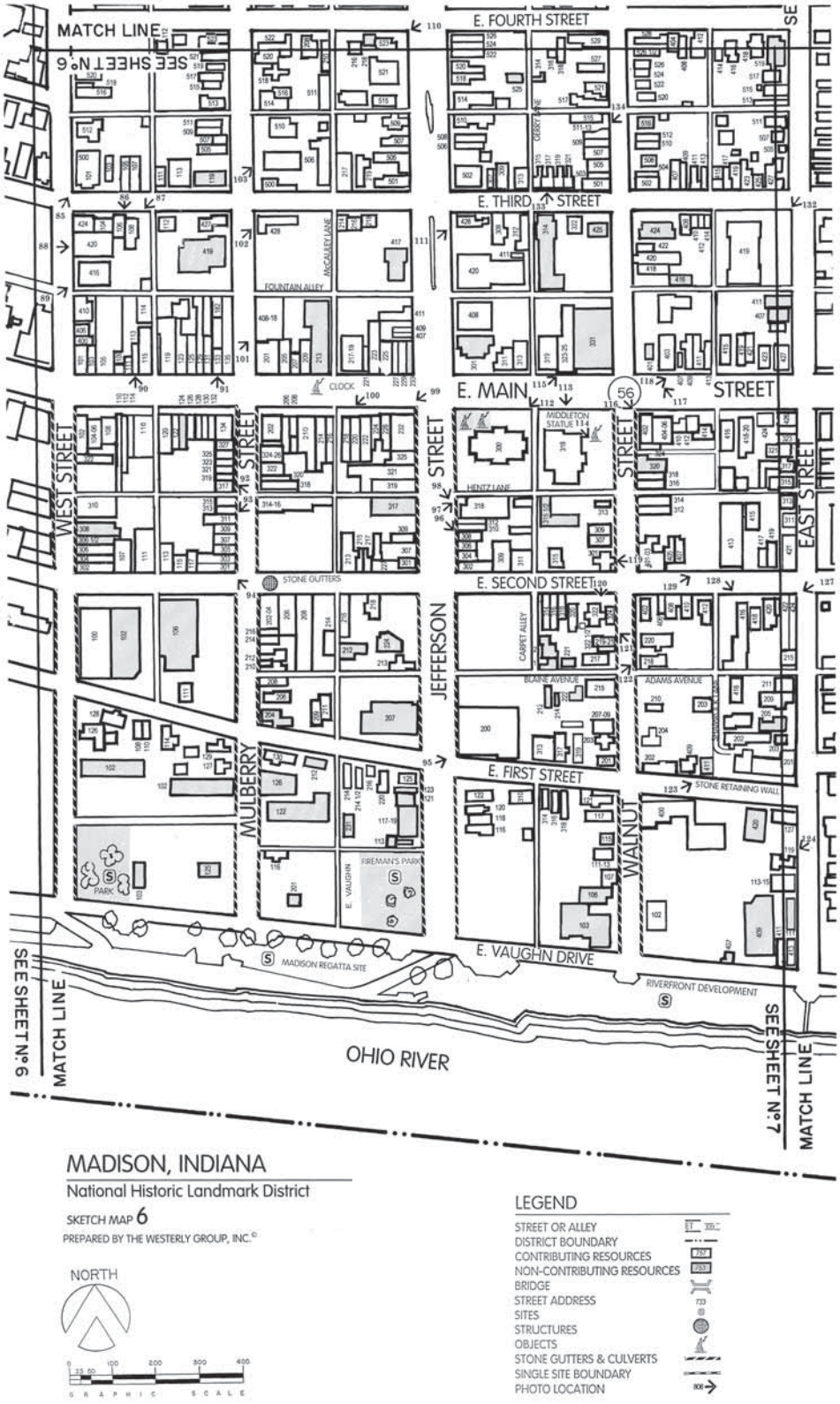

MADISON, INDIANA

National Historic Landmark District

SKETCH MAP 6

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NORTH

GRAPHIC SCALE

LEGEND

- STREET OR ALLEY
- DISTRICT BOUNDARY
- CONTRIBUTING RESOURCES
- NON-CONTRIBUTING RESOURCES
- BRIDGE
- STREET ADDRESS
- SITES
- STRUCTURES
- OBJECTS
- STONE GUTTERS & CULVERTS
- SINGLE SITE BOUNDARY
- PHOTO LOCATION

Madison National Historic Landmark Boundary Maps