



## PROJECT BRIEF

*Historic District Board of Review Application for Certificate of Appropriateness at 313 East St.. to replace old non-working windows white Quaker aluminum clad windows.*

**Application Date:** August 14, 2024

**HDBR Meeting Date:** September 23, 2024



**Project Description:**

Certificate of Appropriateness application to replace wooden windows with vinyl windows on rear porch.

**Current Zoning:**

Historic District Residential (HDR)

**Project Location:**

313 East St.

**Applicant:**

Glen Spencer  
 313 East St.  
 Madison, IN 47250

**Owner:**

Same

**Supporting Documents:**

- COA application
- Photo of property
- Photos of proposed materials
- Copy of HDBR meeting public sign

**Alterations, Historical Information, & Prior Approvals:**

Date	c. 1860
Style	
Evaluation	Contributing
Survey Notes	Windows are historic wood, 2/2 double-hung sashes

**Alterations:**

**Historical Information/Misc. Important Information:**

**Prior COA Approvals:**

## Guidelines, Standards, & Ordinances

### HDBR Guidelines:

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

**18.1** Retain and preserve historic windows including all significant related elements such as frames, sashes, shutters, hardware, old glass, sills, trim and moldings.

**18.2** Maintain existing historic windows where possible.

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

**18.4** Replace in kind, using replacement windows that match the existing historic elements as closely as possible.

**18.5** Use storm windows to improve energy efficiency where needed.

**18.7** New windows must match the originals in overall size and opening area and should have three dimensional muntins with either true divided lights (TDL) or simulated divided lights (SDL) which have three dimensional grilles on both the interior and exterior sides and a shadow bar between the panes.

### Ordinance:

151.34 Visual Compatibility Factors

(A) Height. The height of proposed buildings shall be visually compatible with adjacent buildings.

(B) Proportion of building's front facade. The relationship of the width of building to the height of the front elevation shall be visually compatible to buildings, squares, and places to which it is visually related.

(C) Proportion of openings within the facility. The relationship of the width of the windows to height of windows in a building shall be visually compatible with buildings, squares, and places to which the building is visually related.

(D) Rhythm of solids to voids in front facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings, squares, and places to which it is visually related.

(E) Rhythm of spacing of buildings on streets. The relationship of the building to open space between it and adjoining buildings shall be visually compatible to the buildings, squares, and places to which it is visually related.

(F) Rhythm of entrance or porch projection. The relationship of entrances and porch projections to sidewalks of buildings, squares, and places shall be visually compatible to the buildings to which it is visually related.

(G) Relationship of materials, and texture. The relationship of materials, and texture of the facade of a building shall be visually compatible with the predominant materials used in the buildings to which it is visually related.

(H) Roof shapes. The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

(I) Walls of continuity. Appurtenances of a building such as walls, wrought iron, fences, evergreen landscape masses, and building facades, shall, if necessary, form cohesive walls of enclosure along a street, to insure visual compatibility of the building to the buildings, squares, and places to which it is visually related.

(J) Scale of a building. The size of a building, the building mass of a building in relation to open spaces, the windows, door openings, porches, and balconies shall be visually compatible with the buildings, squares, and places to which it is visually related.

**Secretary of the Interior Standards:**

6. Deteriorated historic features shall be repaired rather than replaced. Where the 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, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

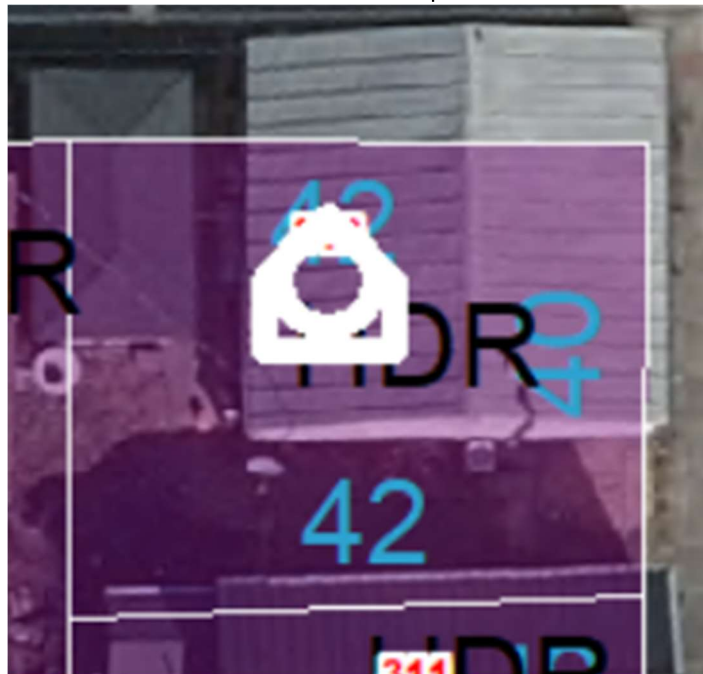
**Preservation Brief:**

9: The Repair of Historic Wooden Windows

**Conformance with Guidelines, Ordinance & Standards:**

The project is not in conformance with the guidelines. The planned materials on this structure do not match the original materials, and the original windows are not being repaired where possible.

Think GIS Map





## Application for Certificate of Appropriateness

Paper applications will be accepted by the Office of Planning, Preservation, and Design; however, electronic submissions through our Permit Portal are preferred. This application can be submitted electronically at [www.madison-in.gov/reporting](http://www.madison-in.gov/reporting).

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

\* Required for applications being heard before the HDBR.

Purpose: All exterior changes visible from the public right-of-way (streets/alleys) within the Madison Historic District requires a Certificate of Appropriateness (COA). Applications must be complete before the HDBR or Staff can begin the review process. Submit this application form, all supplemental documentation as required, and the required fee(s).

This application must be filed at least 15 days prior to scheduled meeting to be eligible for consideration at that meeting. Actual deadlines vary due to holidays, office business hours and operating schedule, media publishing deadlines, etc. Deadlines are published publicly and can also be provided by contacting the Planning Office.

### APPLICANT INFORMATION

Name: Glenn Spencer  
 Street: 313 East Street  
 City: Madison State: IN Zip: 47250  
 Phone (Preferred): 419.208.0143  
 Phone (Alternate): \_\_\_\_\_  
 Email: glenspencer8@aol.com

### OWNER INFORMATION (IF DIFFERENT\*)

Name: \_\_\_\_\_  
 Street: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone (Preferred): \_\_\_\_\_  
 Phone (Alternate): \_\_\_\_\_  
 Email: \_\_\_\_\_

**\* If Applicant is not Owner, MUST submit documentation from owner authorizing applicant on their behalf.**

### PROPERTY FOR WHICH THE WORK IS REQUESTED

Address and/or Legal Description of Property: 313 East Street Madison IN

Zoning Classification: \_\_\_\_\_

Type of Project (Check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> New Building          | <input type="checkbox"/> Restoration, Rehabilitation, or Remodel |
| <input type="checkbox"/> Addition to Building  | <input type="checkbox"/> Fence or Wall                           |
| <input type="checkbox"/> Relocating a Building | <input type="checkbox"/> Sign                                    |
| <input type="checkbox"/> Demolition            | <input checked="" type="checkbox"/> Other: <u>windows</u>        |

Description of Existing Use: Replace old windows

Description of Proposed Use: \_\_\_\_\_

Name of Contractor (If applicable): Self

Per the City of Madison Historic District Ordinance, an application must include the following in addition to the usual material required for a building permit at the time of application. For site plans all four (4) setbacks from property line MUST be labeled. Only one (1) copy of each supporting document is necessary.

**Repair, Replace, or Repair/Replace:**

- Structure Plan - Elevations (Only required if making changes to openings or adding/removing features)
- Site Plan MUST have all four (4) setbacks labeled. (Only if changing footprint)
- Photographs (current/proposed) with captions
- Samples/brochures

**New Buildings and New Additions:**

- Structure Plan - Elevations (Only required if making changes to openings or adding/removing features)
- Site Plan MUST have all four (4) setbacks labeled.
- Floor Plan
- Photographs of proposed site and adjoining properties with captions
- Samples/brochures

**Sign and Fence/Walls:**

- Photograph of Existing with captions
- Sketches/Photo of proposed
- Samples/brochures
- COA Addendum

**Moving Buildings:**

- Map showing existing location
- Map showing proposed location
- Photographs of structure with captions

**Demolition:**

- Photographs with captions

Provide a detailed Narrative statement describing the proposed scope of work. If the project includes more than one type of project, please divide the description into sections.

Replace very old none working  
metal windows. Install new  
Quaker wood windows

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

Check all that apply	Building Element	Guideline Page #	Approval Types	Existing Material	Proposed Material
<input type="checkbox"/>	Brickwork & Masonry	40	STAFF		
<input type="checkbox"/>	Concrete & Stucco	42	STAFF		
<input type="checkbox"/>	Siding	44	HDBR/STAFF		
<input type="checkbox"/>	Metal	49	STAFF		
<input type="checkbox"/>	Architectural Details	52	HDBR/STAFF		
<input type="checkbox"/>	Awnings & Canopies	54	STAFF		
<input type="checkbox"/>	Cornices	56	HDBR/STAFF		
<input type="checkbox"/>	Chimneys	57	HDBR/STAFF		
<input type="checkbox"/>	Doors & Entrances	59	HDBR/STAFF		
<input type="checkbox"/>	Fire Escapes & Staircases	62	HDBR/STAFF		
<input type="checkbox"/>	Foundations	63	STAFF		
<input type="checkbox"/>	Historic Garages & Outbuildings	64	HDBR/STAFF		
<input type="checkbox"/>	Light Fixtures	66	STAFF		
<input type="checkbox"/>	Porches	68	HDBR/STAFF		
<input type="checkbox"/>	Roofs	71	HDBR/STAFF		
<input type="checkbox"/>	Signs	74	STAFF		
<input type="checkbox"/>	Storefronts	78	HDBR/STAFF		
<input checked="" type="checkbox"/>	Windows	82	HDBR/STAFF	metal	wood
<input type="checkbox"/>	Window Shutters and Screens	87	HDBR/STAFF		
<input type="checkbox"/>	Fences and Walls	88	STAFF		
<input type="checkbox"/>	Mechanical Units	91	STAFF		
<input type="checkbox"/>	Pools, Fountains, Gazebos & Pergolas (existing)	93	STAFF		

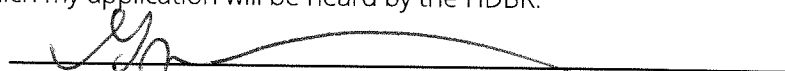
Include a list of existing and proposed materials for each applicable category.

Check all that apply	Building Element	Guideline Page #	Approval Types	Existing Material	Proposed Material
<input type="checkbox"/>	New Construction - Residential	94	HDBR		
<input type="checkbox"/>	New Construction - Outbuildings	101	HDBR		
<input type="checkbox"/>	New Construction - Commercial	103	HDBR		
<input type="checkbox"/>	New Construction - Additions	109	HDBR		
<input type="checkbox"/>	New Construction - Decks	109	HDBR/STAFF		
<input type="checkbox"/>	New Construction - Accessibility	110	HDBR/STAFF		
<input type="checkbox"/>	New Construction - Energy Retrofit	112	HDBR/STAFF		
<input type="checkbox"/>	Relocation	115	HDBR		
<input type="checkbox"/>	Demolition	116	HDBR		
<input type="checkbox"/>	Other: _____		HDBR/STAFF		

Please read the following statements. Your signature below acknowledges that you have read the statements and attest to their accuracy:

- I understand that the approval of this application by City Staff or the HDBR does not constitute approval of other federal, state, or local permit applications.
- I understand that I (or my representative) will need to attend the HDBR Hearing. If no representation is present at the meeting, the application will be deemed incomplete and will be placed on the next month's agenda.
- I have reviewed the City of Madison's "Historic District Guidelines" in preparing this Application.
- I understand that I must post the notification sign(s) provided by the HDBR on site for 15 consecutive days immediately prior to the meeting on which my application will be heard by the HDBR.

8/14/24  
Date

  
Signature of Applicant

<b>COMPLETED BY PLANNING OFFICE</b>	<b>Meeting Information: Historic District Board of Review</b>
Application Accepted on: _____	101 W Main St, Madison, IN 47250 - Council Chambers
Application Accepted by: _____	Meeting Date: _____ Time: 5:30PM
Application to be Reviewed by:	Action on Application:
<input type="checkbox"/> HDBR <input type="checkbox"/> STAFF	<input type="checkbox"/> HDBR/STAFF COA issued <input type="checkbox"/> HDBR/STAFF COA denied
	<input type="checkbox"/> HDBR Extended <input type="checkbox"/> Sent to HDBR by Staff

**Documentation Review** (Completed by Planning Office)

- |  |   |
|--|---|
| <input type="checkbox"/> Owner Authorization provided (if req'd) | <input type="checkbox"/> Required supporting documents are provided |
| <input type="checkbox"/> Site plan is adequate                   | <input type="checkbox"/> COA Addendum (if req'd)                    |
| <input type="checkbox"/> Application is complete                 | <input type="checkbox"/> Notification Sign given to applicant       |



Planning, Preservation and Design

**MADISON**  
*Indiana*

**MADISON HISTORIC DISTRICT  
BOARD OF REVIEW**

# Request for Certificate of Appropriateness

Application has been made by: (name) Glen Spencer

Property Address: (address) 313 East St

Proposed Action to: (explain) \_\_\_\_\_

Replace original wooden windows with Quaker aluminum clad windows

Meeting will be held on: (date) September 23, 2024

**POSTING DEADLINE**

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

**09-08-2024**

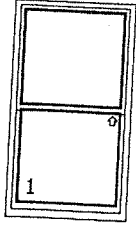
Time of Meeting: **5:30 PM**

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

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



Line	Label	Quantity	UOM	Part Number	Unit	Extended
1	lr	1	EA	Quaker Unit		\$1,028.91
						\$1,028.91



\*\* Viewed From Exterior \*\*

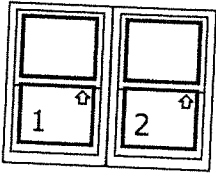
Series: Brighton  
 Exact Size: 40 X 71 1/2 Outer Perimeter: 40 X 71 1/2  
 Color: White, Paint Type: 2604, Interior Finish: Pre Painted White, Fill Nail Holes: Yes,  
 Glass: EnergyBasic (Dual Silver), Argon Filled,  
 Hardware: White, Sash: Sweep Lock,  
 Jamb Liner: Beige, Jamb Liner Cover Exterior: Yes,  
 Screen: Half Screen, Material: BetterVue (TM), Ship: Screen With Product,

Frame Depth: 6,  
 Ext. Casing 16040 Trim Kit, Factory Apply Ext Casing: Yes,  
 Ext. Subsill 16040 Trim Kit, Factory Apply Ext Subsill: Yes,  
 Perimeter Acc Color: White,

Unit: 1-Single Hung w/Plough Exact Size: 40 X 71 1/2, Meets Egress  
 Clear Opening: 35 3/4 X 31 3/4  
 Clear Opening Sqft: 7 15/16  
 NFRC - U-Factor: 0.31 SHGC: 0.29 VT: 0.49 AL: ≤ 0.3 CR: 55  
 Rating: DP-40 \*  
 Top Glass: Cardinal LowE 272 - DSB / Clear - DSB, Strength: Annealed Glass  
 Bottom Glass: Cardinal LowE 272 - DSB / Clear - DSB, Strength: Annealed Glass

Overall Rating: DP-40

Line	Label	Quantity	UOM	Part Number	Unit	Extended
2		1	EA	Quaker Unit		\$1,488.27
						\$1,488.27



\*\* Viewed From Exterior \*\*

Series: Brighton  
 Exact Size: 47 11/16 X 37 1/2 Outer Perimeter: 47 11/16 X 37 1/2  
 Model : 2 Wide, Factory Mull - Vertical Mull - 1: Wood C Mull , Mull Rating: DP-50, Mull Cut: Straight  
 Color: White, Paint Type: 2604, Interior Finish: Pre Painted White, Fill Nail Holes: Yes,  
 Glass: EnergyBasic (Dual Silver), Argon Filled,  
 Hardware: White, Sash: Sweep Lock,  
 Jamb Liner: Beige, Jamb Liner Cover Exterior: Yes,  
 Screen: Half Screen, Material: BetterVue (TM), Ship: Screen With Product,

Frame Depth: 6,  
 Ext. Casing 16040 Trim Kit, Factory Apply Ext Casing: Yes,  
 Ext. Subsill 16040 Trim Kit, Factory Apply Ext Subsill: Yes,  
 Perimeter Acc Color: White,

Unit: 1-Single Hung w/Plough Exact Size: 23 13/16 X 37 1/2, NOT Egress,  
 Clear Opening: 19 9/16 X 14 3/4  
 Clear Opening Sqft: 2 1/16  
 NFRC - U-Factor: 0.31 SHGC: 0.29 VT: 0.49 AL: ≤ 0.3 CR: 55  
 Rating: R-50  
 Top Glass: Cardinal LowE 272 - DSB / Clear - DSB, Strength: Annealed Glass  
 Bottom Glass: Cardinal LowE 272 - DSB / Clear - DSB, Strength: Annealed Glass

Unit: 2-Single Hung w/Plough Exact Size: 23 13/16 X 37 1/2, NOT Egress,  
 Clear Opening: 19 9/16 X 14 3/4  
 Clear Opening Sqft: 2 1/16  
 NFRC - U-Factor: 0.31 SHGC: 0.29 VT: 0.49 AL: ≤ 0.3 CR: 55

# Windows

## LIVING WINDOWS

The Brighton King Series helps you to create a home in harmony with your surroundings. Whether you select a double hung or single hung style window, the Brighton window will enhance your home's architectural design.

### THE QUAKER DIFFERENCE

**Custom and Built to Order** — Quaker custom builds their windows to your desired specifications and doesn't just offer an off-the-shelf solution that you have to adapt to your special needs. Installed single windows need filler around the window which breaks down over time causing your windows to loosen.

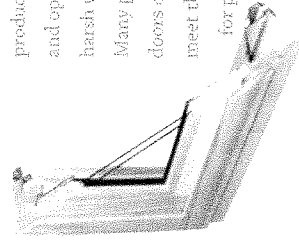
**Sash Balance System** — Quaker utilizes an advanced block and tackle balance system designed for long-lasting durability.

**Locking and Safety Hardware** — Quaker hardware is not only looks great, but the locking and safety system has been designed and tested to keep your windows secure with long-lasting performance.

**Easy Clean System** — Quaker hung windows are designed so that the sashes can easily be tilted in for easy cleaning, without utilizing a dual latch safety release system for increased safe

**WHY IS THAT IMPORTANT TO YOU?** The Quaker Difference is important because your Brighton Windows and Doors will stand the test of time. Your products will continue to look beautiful and operate year after year, through bitter harsh winters and stifling hot summers.

Many popular brands of windows and doors claim to be the best, but can not meet the stringent industry standards set for performance longevity like Quaker products do year after year.



## THE QUAKER DIFFERENCE

### WHAT IS THE QUAKER DIFFERENCE?

Since 1949 the Quaker Difference has been represented by a standard of quality, engineering, craftsmanship and innovation that Quaker builds into every window and door. It is that attention to detail and manufacturing excellence that distinguishes Quaker from all other window and door companies in America.

### SOME OF THE QUAKER DIFFERENCES INCLUDE...

- **From Our Family to Yours** — For almost 70 years Quaker has been crafting windows and doors for homes like yours. With Quaker, you know you are getting windows and doors from a family owned company built on tradition, craftsmanship and quality that been the hallmark of our growth and success.
- **Quality and Quantity of Wood** — Quaker wood windows are engineered with as much as 40% more solid wood than other popular brands. Using the highest quality lumber, this ensures a strong, long-lasting window that will stand the test of time.
- **Wood Preparation** — The wood Quaker uses in every window is specially treated to prevent water penetration, mold, mildew and rot meaning your windows will continually look beautiful and perform for years to come.
- **Painted Aluminum Clad Exterior** — Quaker is an industry leader when it comes to an aluminum exterior finish and unlimited color options. Using only 3A1AA 2603 and 2605 exterior powder coatings means your windows will resist fading and maintain their color without chipping or peeling.
- **Architectural Engineering** — Quaker leverages years of commercial / architectural engineering expertise that goes into large buildings into the design of our residential windows and doors. Designing and manufacturing residential windows to higher standards mean that you will get a window system that will endure.
- **Testing and Quality Control** — Quality Control and Performance testing is an essential part of the Quaker Difference. Product testing is done both internally and certified independently, to meet the highest possible industry standards against water, wind and structural integrity.

