

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION
January 7, 2016

Call to Order

The regular meeting of the Historic Zoning Commission was called to order by the Chairman at 6:05 p.m. in the City Hall Board room with the following members and guest in attendance: Ray Amos, Pat Berges, Roger Guess, Lisa Moreland, Alderman Tim Pauley, and Codes Director Jamie Sain. Evans Baird joined the meeting in progress. Absent were Jim Cavendish, Terri Hudson, and Gary Trail.

Minutes

The minutes of the previous meeting were read and approved after motion by Tim Pauley, seconded by Ray Amos.

OLD BUSINESS

Sign Ordinance

The updated sign ordinance was reviewed and edited, and the following actions approved:

- HZC to develop a list of colors appropriate for awnings
- Add 60 days for compliance after ordinance is approved by the Board of Mayor and Aldermen
- Submit by e-mail to City Attorney and Joy Ballard for presentation to Board of Mayor and Aldermen
- HZC members to hand-deliver copies of sign ordinance to Historic Zone property owners and businesses after approval by BOMA
- After that, HZC will notify the Codes Director about businesses in non-compliance for follow-up

NEW BUSINESS

Tennessee Downtown Communities Participation

Chairman Moreland has received a copy of an outdated application form and is shortly expecting a copy of the 2016 form, which is due for submission by April. Considerable discussion ensued regarding some confusion and lack of details about the project. Roger Guess recommended that HZC members meet with the BOMA for clarification and direction before proceeding. Joy Ballard will be asked to put us on the work session agenda for January 19th at 5:30 p.m. in the City Hall Board Room. In the meantime, Roger will contact the Winchester Downtown representatives and Lisa will contact Shelbyville for information about their process.

Old Sinclair Station

Chairman Moreland reported that Dale Robinson, Field Officer for gas tank records (district office in Columbia, TN), has reviewed the gas tank situation for the old Sinclair station and these are not registered tanks. The City's Street Department could go ahead and dig them up with a backhoe.

Improperly Parked Vehicles

Chairman Moreland advised there are a number of junk or disabled vehicles parked on the right of way in the Historic Zone near the old Post Office and requested the Codes Director to contact the owners about these vehicles since they are an eyesore to the Historic Zone.

Change of Meeting Time

Roger Guess moved that future meetings be moved up to 4:30 p.m. Pat Berges seconded the motion and it was unanimously approved. Lisa will follow up with the City Attorney about a resolution for presentation to the Board of Mayor and Aldermen.

Adjournment

There being no further business for discussion, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,



Pat Berges, Secretary