

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

Call to Order

The regular meeting of the Historic Zoning Commission was called to order by Chairman Lisa Moreland at 4:35 p.m. in the City Hall Board Room with the following members in attendance: Ray Amos, Evans Baird, Pat Berges, Terri Hudson, Lisa Moreland and Gary Trail. Alderman Tim Pauley, Roger Guess and Jim Cavendish were absent. Also in attendance were Codes Director Jamie Sain and John Mancini.

Minutes

Minutes of the previous meeting were approved as read after motion by Evans Baird seconded by Gary Trail.

OLD BUSINESS

Historic Zone Sign Ordinance

Jamie Sain announced that the proposed sign ordinance was approved by the Planning and Zoning Board. However, City Attorney Gerald Ewell has written a letter expressing opinions regarding some of the regulations in the ordinance. It was decided to request a workshop with the Mayor and Aldermen to iron out any problems and make sure the historic zone sign ordinance is exactly what the mayor and aldermen want and is appropriate for a historic district. Jamie Sain will confirm the time and date for the meeting (possibly 5:30 p.m. on April 19).

Old Sinclair Station

The owners of this property have been given 30 days by the City Attorney to come up with a solution for this condemned property. It was also noted that the adjacent building (same owners) is a health hazard with broken out windows and full of trash.

COA Suncrest

Suncrest Home Health resubmitted their revised sign and the Certificate of Appropriateness was approved by a majority of HZC members.

COA West Main Brick Oven

John Mancini was present for review of the West Main Brick Oven's window signs application. The lettering was reviewed and the COA approved after motion by Evans Baird seconded by Terri Hudson. Mr. Mancini will present a new COA if he later decides to put up a larger sign on the building.

COA Guess Insurance

John Mancini also represented Guess Insurance's COA application for two signs – one 4 ft. by 8 ft. to be mounted on the West Fort Street side of the building, and one 4 ft. by 6 ft. lighted sign to be mounted projecting from the building on the rear side facing Highway 41. The 4 x 8 sign was unanimously approved. After considerable discussion regarding the 4 x 6 sign, motion was offered by Pat Berges, seconded by

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Terri Hudson, that this sign be revised to appear more in keeping with the Historic Zone. In the interest of time, the commission would be polled for approval upon submission of a revised sign. Motion passed.

Tennessee Downtowns Application

Pat Berges reported that the completed and signed application was priority mailed on March 30; however, tracking indicates only that it arrived April 1 at the Nashville Post Office, but not that it has been delivered. The Manchester Postmaster followed up with the Nashville postal staff, but received no helpful information. He will continue to follow up on the matter. In the meantime, Pat attempted to submit the application by e-mail as instructed on the form, but it was not accepted due to its size. She has spoken with Nancy Williams at the TN Downtowns office and will resubmit it by Dropbox.*

Adjournment

There being no further business, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,



Pat Berges, Secretary

*Addendum: The Dropbox application was received by Nancy Williams and is the first application to be submitted. Further follow-up with the Post Office reveals that the problem is likely in the state's mail sorting room, which has been having some difficulties. Nancy said she will go there and look for it.