

MINUTES OF A MEETING OF THE  
MANCHESTER HISTORIC ZONING COMMISSION  
August 4, 2016

Call to Order

The regular meeting of the Historic Zoning Commission was called to order by Chairman Moreland at 4:35 p.m. in the City Hall Board Room with the following members in attendance: Evans Baird, Pat Berges, Roger Guess, Terri Hudson, Lisa Moreland, Scott van Velsor. Absent were Gary Trail, Alderman Tim Pauley, and Ray Amos (who was working election polls). Also present were Codes Director Jamie Sain, Mary Niederhauser and Randy Sadler.

Minutes

Minutes of the previous meeting were approved as distributed upon motion by Evans Baird seconded by Scott van Velsor.

Reversal of Order

In order not to inconvenience COA applicants, motion was made by Evans Baird, seconded by Terri Hudson, to reverse (now and in future) the meeting's order of business so that New Business would be conducted before Old Business. Motion passed.

NEW BUSINESS

COA – Arts Center

Randy Sadler appeared before the Commission for approval of a replacement roof for the Manchester Arts Center. The new roof is the same as the previous roof. Motion by Roger Guess, seconded by Scott van Velsor, was approved.

COA – Henley Building

Mary Niederhauser was present with a COA for replacement windows in the top story of the corner Henley building. The new windows will look exactly like the old ones and will be wrapped with white metal. Shutters will also be removed, but this may take some time. Motion was made by Evans Baird, seconded by Terri Hudson, and approved.

COA – Chamber of Commerce

Terri Hudson presented a COA for a complete revision and upgrade of the front of the Chamber of Commerce building. A photo of the prospective improvement was reviewed and considerable discussion ensued, with some concerns that the materials to be used would appear much more modern than the surrounding buildings. Upon motion by Evans Baird, seconded by Scott van Velsor, it was decided to table this matter for further review and an opportunity for the commission to personally inspect the current Chamber face and the buildings on that side of the block.

Terms Expiring

Three commissioners' terms expire at the end of September. Evans Baird and Lisa Moreland plan to renew their applications to serve. Alderman Tim Pauley did not run for reelection and will be replaced by the City Mayor after the election results are known.

Given the fact that we will not know who will be appointed until some time in September, it was moved by Roger Guess, seconded by Pat Berges, and approved that we elect officers in October rather than September.

The Place to Be Sign

There seems to be some question about whether the new sign for *The Place to Be* is the sign this commission approved. Pat Berges will forward a photo of the approved sign to commission members.

OLD BUSINESS

Historic Zone Sign Ordinance

Business and property owners in the Historic Zone need to be informed of the Board of Mayor and Aldermen's recently approved sign ordinance for this district. Codes Director Jamie Sain will prepare a letter to be distributed by his office to downtown businesses and property owners explaining the new regulations.

Updated Historic Review Standards

Pat Berges has updated the Review Standards to include the new sign standards and commissioners have had an opportunity to review the update. Upon motion by Evans Baird, seconded by Scott van Velsor, the revised Review Standards were approved. Secretary Berges will provide copies to the Codes Director's office.

Courthouse Property Improvements

Evans Baird praised the Downtown Renovation Group for their recent project to clean up the courthouse property, including removing the ugly vine from the building, trimming back overgrown bushes, mowing, and pressure washing the sidewalks. It was decided to write a letter of congratulations to the leaders of this effort.

Adjournment

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,



Pat Berges, Secretary