

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION

2 November 2023

Call to Order

The regular meeting of the Historic Zoning Commission was called to order at 5:03 p.m. in the city hall board room with Chair Rick Cook presiding. In attendance were: Codes Director Brittany Fiske, City Planning Commissioner Ken Seuberling, Alderman Bob Bellamy, and Norm Vetter. Absent were Vice Chair Tiffany Hoyne, Button Dale, Ellen Briggs, Will Painter, and Ray Amos. Also in attendance were Sam Myers of Express Employment Professionals and Paul Lane, representing building owner, Jonathan Rolan.

Minutes Approval

Minutes of the previous meeting (October, 2023) were distributed electronically prior to this meeting.

New Business

Jon Rolan, owner of the building at 100 North Spring St., submitted a COA specific to the exterior signage to be erected on the Spring St. façade. The sign is currently installed at Express Employment's present location at 2526 Hillsboro Blvd., Suite C. and will be moved intact, i.e., with no alterations.

Brittany confirmed the sign does meet the code requirements for size (square footage) as the building's corner location provides ample street frontage. She noted the sign in its current configuration is lit from its interior and as such is technically back lit.

During the discussion, Bob expressed concern about the Commission's policy regarding back lighting for exterior signage within the historic zone. Rick and Norm both expressed their concern that the wording of the policy itself is vague and could arguably be interpreted to mean either (a) back lighting is allowed as long as it does not flash, pulse, or change color, or (b) back lighting is altogether prohibited. Brittany provided a copy of the actual written policy for the group to read. Norm mentioned the Commission has approved back lighted signs in the past and spoke of the Kubo's sign (since removed) as a recent example of a back lit sign that did not flash, change color, etc.

Mr. Myers mentioned that if the Commission determines the back lighting of the sign is prohibited, his office will prevent the sign from actually lighting from its interior as currently configured when it is moved to the new address.

With only four (4) commission members present there was no quorum to act on this COA. Norm took the assignment to contact the absent members seeking their input with the intent of obtaining enough members voting on the COA to approve / disapprove as submitted.

UPDATE 28 NOVEMBER: Subsequent to the in-person meeting, Ellen Briggs, Eugenia (Button) Dale, and Will Painter were contacted by Norm. All three added their vote to approve the signage as proposed with the provision that it not be internally illuminated. Additionally, Ken and Rick confirmed their bearing as the same i.e., not internally illuminated. Therefore, the COA is approved as submitted with the stated restriction.

Adjournment

The meeting was adjourned at 5:23. Next meeting: 7 December, 2023 at 5:00 PM

Respectfully submitted,
Norm Vetter, Secretary