

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION

7 November 2024

Call to Order

The regular meeting of the Historic Zoning Commission was called to order at 5:00 p.m. in the city hall Board Room with Codes Director Brittany Fiske acting as presiding officer in Chair Rick Cook's absence. In attendance were: Codes Director Brittany Fiske, City Planning Commissioner Ken Seuberling, Will Painter, Ray Amos and Norm Vetter. Absent were Alderman James Threet, and Ellen Fletcher.

New Business

Will Painter, owner of **104 West Fort Street** submitted a COA requesting (a) exterior paint color change on the façade and adjacent side of the structure. The main portion which is now blue will be painted Pewter Green. This particular color does not appear on the Farrell-Calhoun palette of approved colors, but closely resembles color(s) shown thereon. The window trim which is currently white will be painted a close match to the white(s) shown on the palette.

As a member of the commission, Mr. Painter recused himself from the vote. Mr. Seuberling moved the application be accepted as submitted. Norm seconded and the motion carried unanimously with voice approval.

Mr. Philip Calahan, President and CEO of People's Bank and Trust submitted a COA for new construction of a drive-up ATM to be erected on property owned by the bank located at the **corner of West Main and South Irwin Streets**. Mr. Kenny Sadler was also in attendance to answer questions as they arose from the Commission. The application included both plan and elevation views of the lot and structure(s) proposed. The proposal has been previously reviewed and accepted by the city Planning Commission. It was explained that the role of the Historic Zoning Commission is to assure compliance with the Historic Zoning requirements.

The application was found in compliance with all aspects of the Historic Zone regulations with the exception of the proposed LED signage. Currently, such signs are expressly forbidden within the Historic Zone. It was noted that the placement of the sign will make it not visible from the Square. Possible exemption was reviewed for this reason. Discussion of the issue resulted in the commission's decision to defer the approval pending further discussion with the other members of the Commission absent at this meeting. This will occur at next month's meeting in December. It was also proposed that the regulations themselves should possibly be reviewed, clarified, and revised at future meeting(s). This remains an open issue currently.

Will Painter moved the application be accepted as submitted with the understanding that the LED sign question is still open and to be decided. Ray Amos seconded that move and it was accepted by unanimous voice approval.

Other business

Ken requested discussion on the topic of exterior lighting as recently noted in communication between the County and the Codes Dept. driven by the County's request for clarification specific to holiday decorations. While temporary / seasonal decorations themselves are not in the purview of the Commission, it is unclear if permanent exterior lighting (except for signage) is subject to the Commission's review and approval. In question is the installation of colored, permanent, exterior lighting of the courthouse. While the courthouse is owned and maintained by the county, it does clearly fall within the boundaries of the Historic Zone and therefore is subject the Historic Zoning Code overlay. It was decided that at the least the Commission can request in writing that the County ensure all permanent exterior lighting enhance the historic character of the building.

At this time, no application has been submitted specific to this proposed addition.

Adjournment

There was no further business to discuss so the meeting was adjourned at 5:49. Next meeting: 5 December, 2024 at 5:00 PM

Respectfully submitted,
Norm Vetter, Secretary