

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION (HZC)

3 April 2025

Call to Order

The regular meeting of the Historic Zoning Commission was called to order at 5:00pm in the City Hall board room with Chair Rick Cook presiding. In attendance were Codes Director Brittany Fiske, City Planning Commissioner Ken Seuberling, Mayor Joey Hobbs, Sara Adams, Ellen Briggs, Will Painter, and Norm Vetter. Absent were Alderman James Threet and Ray Amos.

Minutes Approval

Minutes of the previous meeting (March, 2025) were not recorded as there was not a quorum in attendance.

New Business

- New Business opening at 216 N. Irwin St. (Renee Holt)
 - Renee Holt requested permission to repaint the front door and awning and to add signage to the building located at 216 N. Irwin St. She stated that in 6 to 8 weeks this location will be a 15-seat coffee house with grab-n-go breakfast available, open Monday to Saturday starting at 5:30am. Renee requested that the front door be repainted historic gray or black and the front awning be repainted white.

She also requested the addition of a sign with business hours be added by the front door and two additional signs with the business logo on each side of the front of the building. The logo will read "The Corner Coffee House" and be gray or black in color. The signs will be circular and made by Harden Signs and constructed of aluminum. A COA with pictures rendering the signs still needed to be submitted. Rick moved the application to be accepted, Ken seconded that move, and it was accepted by unanimous voice approval.

- Exterior Signage, 119 S. Irwin St. (Eric Dill)
 - Eric Dill submitted a COA requesting exterior signage/lettering to be added to the building located at 119 S. Irwin St. The lettering will be painted white on the black building and read "cocktails," "fine dining," and "Binnerger-Schwartz" facing Irwin St. Gooseneck lighting will be placed to illuminate the lettering.

In addition to lettering, there will also be two murals painted on the wall facing the alley between the building and Kami. The larger mural will measure 8ft by 10ft and consist of two T-bone steaks arranged in a manner to look like angel wings. The second mural will be approximately 4 feet across displaying two shrimp arranged in a similar manner, providing a location for patrons to take pictures. Will moved the application to be accepted, Ellen seconded that move, and it was accepted by unanimous voice approval.

- Exterior Signage, 107 Hillsboro Blvd. (Brittany Fiske)
 - Brittany Fiske submitted a COA requesting two exterior signs reading "City of Manchester Codes Department" to be added to the new location at 107 Hillsboro Blvd. The larger sign will be placed on the building exterior above the entrance. The second sign will be double-sided and placed on two 8-foot posts along the retaining wall facing the highway. Rick moved the application to be accepted, Ellen seconded that move, and it was accepted by unanimous voice approval.

- Letter from Peoples Bank
 - The Board of Mayor and Aldermen received the following letter from Phillip Callahan, the President/CEO of Peoples Bank & Trust Company, requesting that the property at the corner of W. Main St. and S. Irwin St. be removed from the historic district. The content of that letter is inserted here.



April 2, 2025

TO: Mayor Joey Hobbs
City of Manchester

RE: Removal of Historic District

Dear Mayor Hobbs:

This letter is a formal request by Peoples Bank & Trust Company for the removal of our property from the historic district. Our property is a vacant lot located on the corner of West Main Street and Highway 41. The property does not contain a historic building and prior to our purchase, it had a gas station and not a historic building on it. Our vacant lot faces Highway 41 and should not affect the historic district with our removal. Our property is equal to other properties on the square which were exempt from the historic district. We respectfully request the same removal.

If you have any questions, or need any additional information, please do not hesitate to give me a call at 931-728-3381 or by email at pcalahan@bankwithpeoples.com

Respectfully,

A handwritten signature in blue ink, appearing to read "Philip Calahan", is written over a horizontal line.

Philip Calahan
President/CEO

www.bankwithpeoples.com

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The HZC has been asked to make a recommendation concerning this matter to send to the board. Mayor Hobbs stated that People's Bank is unable to construct the signage they want, so they want to be removed from the district. (See minutes from February, 2025 HZC meeting.) According to Manchester's Municipal Code, "a historic district shall be defined as a geographically definable area which possesses a significant concentration, linkage or continuity of sites, buildings, structures or objects which are united by past events or aesthetically by plan or physical development, and which meets one (1) or more of the following criteria.

- (i) That it is associated with an event which has made a significant contribution to local, state, or national historic; or
- (ii) That it includes structures associated with the lives of persons significant in local, state, or national history; or
- (iii) That it contains structures or groups of structures which embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- (iv) That it has yielded or may be likely to yield archaeological information important in history or prehistory."

Brittany stated that the bank argues that since there is no structure at the location they think removal from the historic district should not be stopped. Will questioned what kind of precedent would it set to allow someone to be removed from the historic zone just because they did not like the rules. Will, Ellen, and Rick agreed that it is an advantage to own property on the square in the historic district. It was decided to hold a work session to discuss the matter before the next board meeting on 6 May 2025. The commission agreed to defer the issue and meet on 24 April 2025 at 6pm.

- Election of new officers
 - New officers were elected. Ellen nominated Norm as chairman, Ken seconded, and Norm accepted the nomination. Ellen nominated Sara as secretary, Norm seconded, and Sara accepted the nomination. Ellen nominated Ken as vice-chair, a member of the commission seconded, and Ken accepted the nomination. It was also discussed finding two additional members and a new member of BOMA to join the commission, bringing the total to 9 members.

Old Business

- Discussion of changes to historic zoning ordinance deferred to next meeting, 1 May 2025. The meeting was adjourned at 5:54pm.

Work session: 24 April 2025, 6:00pm

Next meeting: 1 May 2025 at 5:00pm

Respectfully submitted,
Sara Adams, secretary