

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

7 August 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 Norman Vetter presiding.

Roll Call

Present: Codes Director Brittany Fiske, Chairman Norman Vetter, City Planning Commissioner Ken Seuberling, Secretary Sara Adams, Anne Hosea, and Madeline McLaughlin

Absent: Alderman James Threet, Rick Cook, and Will Painter

Minutes approval

The minutes of the previous meeting (July 2025) were approved unanimously.

New Business

Danny Brandon submitted an application for a Certificate of Approval regarding proposed exterior renovations to his property at 114 West Fort Street. The building, constructed in 1901, currently serves as office space on the first floor with residential apartments on the second floor. The proposed contractor for the work is 2415 Construction. Planned improvements include replacing the existing awning with a black standing seam metal awning extended to each end of the building to reflect its original placement beneath the step-back. The exterior will be pressure washed, brick masonry repairs will be performed on mortar joints, and the building will be repainted in the color “Rockslide” with black trim. “Utterly Beige” and “Ottetail” were proposed as secondary color options. All existing single plate glass windows will be replaced. The upper windows will be single hung with black trim, and the lower windows will be picture windows with black trim. The front door will be replaced with an all-glass steel door to match the new windows. Ray made the motion to approve the proposed renovations, Sara seconded, and the proposal was approved unanimously.

Old Business

Alderman Thomas Crosslin has not been appointed to the commission yet.

Next Meeting

The next meeting is scheduled for **September 4th, 2025, at 5:00 PM.**

Adjournment

There being no further business, the meeting was adjourned at 5:32 PM.

Respectfully submitted,
Sara Adams, secretary