

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION
3 FEBRUARY 2022

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 Rick Cook presiding. In attendance were: Alderman Bob Bellamy, Ellen Fletcher, Codes Director Brittany Fiske, Will Painter, Leif Swanson and Norm Vetter. Absent were Ray Amos, Button Dale, and Vice Chair Tiffany Hoyne.

Minutes Approval

Minutes of the previous meeting (December 2021) were distributed electronically prior to this meeting. The January 2022 meeting was cancelled due to inclement weather.

COA's

Two (2) COA's were submitted for review at this session.

Coffee Shop / Bakery, 116 South Spring St. [Sharon & Ronnie Holmes, Owners]. Ms. Brianne Melcher attended as a representative. The application was specific to (1) Exterior paint, and (2) signage. The proposed alterations indicate the front of the building is to be painted white with the word "bakeshop" applied in black paint above the existing awning. In addition, the proposal includes an additional sign hung perpendicular to the façade with white lettering "COFFEE" arranged vertically on a black background. A color photograph with a mockup of the proposed signage was submitted by Ms. Melcher during the meeting. Ms. Melcher also submitted three alternate versions of the "bakeshop" image showing the same word in other typefaces while expressing her desire to select from any one of them. All members present were given the opportunity to view the alternate typefaces. No one present expressed any reservation about any of the proposed substitute designs. Rick moved the COA be approved as submitted with Ellen seconding. Approval was granted with unanimous voice vote by all members present.

The Mossy Pot, 115 South Spring St. Chad Stuteville had previously submitted the COA for the January meeting which was subsequently cancelled by the Codes office due to inclement weather, which in turn postponed consideration of this specific COA until February. No one representing the Mossy Pot attended this month's (February) meeting. Rick proposed we go ahead with consideration of the COA as submitted. Will suggested we accept the COA as submitted with the stipulation that no changes be made to the current content and configuration. Norm moved to accept the COA with that prerequisite. Ellen seconded the motion. The motion was sustained with unanimous voice vote by all members present.

Additional Business

Will Painter stated that he will be out of town for the next scheduled meeting on 3 March.

Adjournment

With no further business, the meeting was adjourned at 5:10. The next meeting is scheduled for 3 March 2022 at 5:00 PM

Respectfully submitted,
Norm Vetter
Secretary