

MINUTES OF A MEETING OF THE MANCHESTER HISTORIC ZONING COMMISSION

5 March 2020

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 Chairman Ray Amos presiding. In attendance were: Gary Trail, Alderman Mark Messick, Larry McIntosh, Ellen Fletcher, Codes Director Jamie Sain, Lona Bailey, and Norm Vetter. Absent were Rick Cook and Tiffany Hoyne

New Business

COA: Repaint the exterior trim of the historic courthouse

Evans Baird appeared before the committee with a proposal to repaint the exterior trim of the courthouse. Recognizing the proposed color change from the current white necessitates approval by the HZC, Evans proposed the new trim color be "Phelps Putty" selected from the previously approved Farrell-Calhoun Historic palette. The single color was approved. Ellen suggested that a second color be approved by the committee. Her suggestion of "Plymouth Beige" from the same palette was accepted by Evans. Evans informed the group that the contractor, Volunteer Paint, has agreed to apply a sample of the paint on an exterior surface of the building to allow for final approval. Ellen further suggested that the sample be applied to each of four sides of the building to provide the ability to observe the color in relation to the sunlight.

Mark moved the COA be accepted as submitted. Gary seconded the motion and the approval was granted unanimously by voice vote.

Old Business

Certified Local Government audit

Jamie provided an update to the disposition of the State required audit of the buildings in the historic zone to be completed by the end of June, 2020. (See the minutes from November, 2019 for more information.) A letter will be sent to each Owner / Occupant of the buildings considered historically important seeking information about the historical and current use of each structure. This information will be compiled and made available to the public via the internet.

Discussion of HZC meeting policy

Chairman Amos suggested that we formalize the practice that all future meetings of the HZC be held only when there is business to conduct. This includes COA's requiring review, plus any other business requiring the approval or vote of the group. Otherwise, meetings will be postponed until the next calendar month's regularly scheduled meeting time and place. Ray stated he will inform the group via email one week prior to each scheduled meeting as to the disposition of that particular meeting's requirements.

Adjournment

There being no further business for discussion, the meeting was adjourned at 5:21 p.m.

The next meeting is scheduled for the 2nd of April, 2020 at 5:00 PM.

Respectfully submitted,
Norm Vetter
Secretary