

CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
June 29, 2010
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Joe Weidert at 4:35 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Bernie Zimmerman, Mary Nebel, Joe Weidert, Tom Grade, Kristi Lynch and Alderman Eric Hendricks

LANDMARKS MEMBERS EXCUSED: Commissioner Charlie Cross

OTHERS PRESENT: CDD Keil, Bob Ramsey, Paul Brunette and Roger Biechler

C. MINTUES TO APPROVE

1. **Minutes of the June 9, 2010 Landmarks Commission Meeting**

Moved by Comm. Zimmerman, seconded by Comm. Grade to approve the minutes of the June 9, 2010 Landmarks Commission meeting.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITES OF THE LANDMARKS COMMISSION

1. No one spoke.

E. COMMUNICATIONS

1. **None**

F. ACTION ITEMS

1. **Review of Proposed Façade Alteration – 230 Main Street – Window Installation, Railing and Deck**

Bob Ramsey described the proposal to add a window, enclose the deck and add a railing. Commissioners discussed the placement of the window and the height and appearance of the window and railing.

Motion by Bernie Zimmerman, seconded by Tom Grade to approve the addition of a window to the east unit with the window to match the two existing windows on the rear façade, to approve the installation of a brick enclosure for the north end of the deck space, and to approve the installation of a 12” railing atop the brick closure with a dark bronze finish to match the window frames.

The motion carried.

2. **Review of Proposed Façade Alteration – 177 Main Street – Window Replacement**

Roger Biechler described the proposal to replace 2 windows on the east and 1 window on the north facade on the first floor of the building. The casement type windows will replace the existing fixed pane window units.

Motion by Kristi Lynch, seconded by Bernie Zimmerman to approve replacing the three windows with casement windows. The finish is to match the dark bronze color of the remaining windows, and if railings are required by commercial building codes, the railings shall be of wrought iron in a style selected from those presented to the Landmarks Commission, or their equivalent.

The motion carried.

3. **Review of Proposed Façade Alteration – 175 Main Street – Sign Installation**

This item was placed on the agenda inadvertently. No action was taken.

4. **Review of Application of Sign Permit – 216 Main Street – The Mixx**

Paul Brunette presented the signage proposal for the front and rear facades of 216 Main Street. In the front, the signage consisted of externally lit projecting signs on the front and rear facades as depicted in “Design B” of the drawings presented. Signage on the front of the apron awning is also proposed.

Motion by Mary Nebel, seconded by Tom Grade to approve the front and rear projecting signs, the awning signage and the proposed lighting.

The motion carried.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

Commissioners discussed the merits of recent efforts by building owners to upgrade their building facades in ways that respected the historic character of the buildings.

Motion by Mary Nebel, seconded by Eric Hendricks to award a plaque to the Wreath Factory at 226 Main Street in recognition of their undertakings.

The motion carried.

2. **Landmarks Commission Guidebook Distribution**

Joe Weidert stated that a proof of the guidebook would soon be ready for review. It was the consensus of the Commission to proceed with the printing and distribution of the guidebook.

3. **Façade Improvement Program Grant/Loan Balance**

The balance remains at approximately \$21,000.

4. **Set Next Meeting Date**

Greg Keil is to poll the committee members for agenda items for the next regularly scheduled meeting (July 14), and if there are no items the meeting will be cancelled.

H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke

I. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Comm. Lynch to adjourn at 5:38 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.