

CITY OF MENASHA
Special Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
October 28, 2013
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Comm. Taylor at 5:45 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan, Commissioners Paul Brunette, Kristi Lynch and James Taylor.

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Docter and Tom Grade.

LANDMARKS MEMBERS ABSENT:

OTHERS PRESENT: PP Homan, Jason Torres and Kristine Walsh with VIX en TORR.

C. MINUTES TO APPROVE

1. **Minutes of the October 9, 2013 Landmarks Commission Meeting**

Motion by Ald. Keehan, seconded by Comm. Brunette to approve the October 9, 2013 Landmarks Commission meeting minutes.

The motion carried.

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

1. No one spoke.

E. COMMUNICATIONS

1. **None**

F. ACTION ITEMS

1. **Sign Application – 230 Main Street – VIX en TORR**

PP Homan explained that as proposed, the signage met the minimum requirements of the city's sign code as well as the C-2 Sign Guidelines.

Mr. Torres, co-owner of VIX en TORR, a clothing boutique, provided commissioners with an overview of the sign, including location, chrome finish, dimension, and production schedule.

Commissioners had a general discussion pertaining to how much of the storefront would be occupied; how the proposed sign and store would fit with the current mix in downtown; and how the city would be able to assist in preparations for the grand opening.

Commissioner Brunette inquired about how the sign was to be affixed to the building.

Mr. Torres explained they had two options, one to affix each letter directly to the building; and another to have the letters attached to a channel.

Motion by Comm. Brunette, seconded by Ald. Keehan to approve the VIX en TORR signage application, as approved.

The motion carried.

G. DISCUSSION ITEMS

1. **None.**

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Brunette, seconded by Ald. Keehan to adjourn at 6:03 PM.

The motion carried.

Respectfully submitted by PP Homan.