

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

A. CALL TO ORDER

Meeting called to order by Comm. Grade at 4:36 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan, Commissioners Tom Grade, Paul Brunette, Peg Docter, and Kristi Lynch

LANDMARKS MEMBERS EXCUSED:

LANDMARKS MEMBERS ABSENT: Commissioner James Taylor

OTHERS PRESENT: CDD Keil

C. MINUTES TO APPROVE

1. **Minutes of the August 14, 2013 Landmarks Commission Meeting**

Motion by Ald. Keehan, seconded by Comm. Brunette to approve the August 1, 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. **Final Consideration of 68 Racine Street Application**

Commissioners discussed the preservation of certain architectural details and the status of the facade grant and loan fund balance as it may relate to future projects/requests. The appearance of the billboard sign on the north side of 68 Racine Street was also discussed.

Motion by Comm. Docter, seconded by Ald. Keehan to approve the Façade Improvement Grant request in the amount of \$7,500 for the three building facades with the following conditions:

- That architectural details be preserved and left exposed, including the cast iron window sills and the decorative arches above the windows.
- That the windows and cladding be the colors as proposed (beige and green).
- That the billboard sign be removed from the north side of the building at 68 Racine Street.

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. Grade, seconded by Ald. Keehan to adjourn at 5:55 PM.

The motion carried.

Respectfully submitted by CDD Keil.