

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall - 140 Main Street**  
October 13, 2015  
DRAFT MINUTES

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**A. CALL TO ORDER**

Meeting called to order by Chairman Grade at 3:50 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Paul Brunette, and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: Commissioners Alison Mayer and Shellie Caudill.

OTHERS PRESENT: CDD Keil, AP Englebert, Rebecca Nichols, Dave Selle, and Kristin Spindler (212 Main Street).

**C. MINUTES TO APPROVE**

**1. Minutes of the October 7, 2015 Landmarks Commission Meeting**

Comm. Brunette requested that staff review comments made by Nicholas Jevne at the October 7, 2015 Landmarks Commission Meeting and add them to the minutes. No action was taken.

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

No one spoke.

**E. COMMUNICATIONS**

1. None.

**F. ACTION ITEMS**

**1. Application for Remodel – 212 Main Street**

Kristen Spindler presented a proposal to replace windows and wrap the window trim at 212 Main Street. She explained that this is the first step to remodel the building and the timing is driven primarily by the need to secure the building for winter. The proposal is to install similar windows to the existing and to wrap the window trim using a cocoa bean color.

Comm. Brunette remarked on the window wrapping and indicated the color was a good fit for the building. Motion by Comm. Brunette, seconded by Comm. Grade to grant a certificate of appropriateness as shown for the replacement of windows and wrapping of the window trim for 212 Main Street. The motion carried.

**G. DISCUSSION ITEMS**

1. None.

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

None.

**I. ADJOURNMENT**

Motion by Comm. Wydeven, seconded by Comm. Brunette to adjourn at 4:05 PM. The motion carried.

*Respectfully submitted by AP Englebert.*