

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall - 140 Main Street
October 7, 2015
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:40 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, and Nicholas Jevne (1334 Mayer Street).

C. MINUTES TO APPROVE

1. **Minutes of the September 9, 2015 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Comm. Wydeven to approve the September 9, 2015 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

No one spoke.

E. COMMUNICATIONS

1. **Design Guidelines for Manchester's Commercial and Historic District**

CDD Keil remarked on the historical design standards from the Town of Manchester, VT.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **2016 Landmarks Commission Budget**

CDD Keil provided an overview of the Landmarks Commission budget as well as information on the status of outstanding grants. Commissioners discussed possibilities for increased budget funds.

2. **Follow-Up Façade Preservation – 165-167 Main Street**

Comm. Grade spoke with the owner of 165-167 Main Street about repairing the façade of the building. The owner is still reviewing options at this time.

3. **Follow-Up – Powers and Duties of the Landmarks Commission**

- A. Memphis and Austin Information
- B. Review of Main Street Corridor Photos
- C. Proposed Changes to ordinance O-13-08
- D. List of Buildings to Add to the Historic District

Commissioners discussed the following items:

- Education initiatives
- Historic site, building, and sign designation
- Preservation easements
- Prioritizing preservation efforts

Commissioners viewed images of structures in the Tayco, Main, and Racine street corridors of the downtown and rated them according to their historic and/or architectural significance. Photos are to be forwarded to the commissioners who were not present to gain their input. Comm. Grade spoke about the possibility of incorporating demolition by neglect into an ordinance enforced by the

Landmarks Commission.

4. **Recognition of Neenah Bank – Repurposing Historic Menasha Element**

Commissioners commented on the monument constructed by First National Bank in Neenah. Comm. Brunette suggested writing a letter to commend the work done to repurpose stone from the bank formerly located at 175 Main Street.

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 6:15 PM. The motion carried.

Respectfully submitted by AP Englebert.