

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
April 2, 2015
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:31 PM.

B. ROLL CALL/EXCUSED ABSENCES

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

LANDMARKS MEMBERS EXCUSED: Comm. Alison Mayer

OTHERS PRESENT: CDD Keil, CDD Heim, John Hogerty, Menasha Downtown Development, LLC, Pat Dufrane, Weathervane – 186 Main St, Nicholas Jevne, 1334 Mayer St, and Mayor Don Merkes.

C. MINUTES TO APPROVE

1. **Minutes of the March 11, 2015, 2015 Landmarks Commission Meeting**

Motion by Ald. Taylor, seconded by Comm. Brunette to approve the March 11, 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. **2015 Spring Conference Registration**

CDD Keil indicated that there are funds in the budget to attend the conference. If interested, Commissioners should contact CDD Keil.

F. ACTION ITEMS

1. **Sign Application – 192 Main Street – Lemon Loves Lime**

Commissioners discussed the sign materials, colors and size. Motion by Ald. Taylor, seconded by Comm. Wydeven to approve the sign application for 192 Main Street, Lemon Loves Lime. The motion carried.

2. **Application for Building Alterations within the Historic District – 175-177 Main Street – New Office Building**

John Hogerty with Menasha Downtown Development, LLC, presented to the Commission the design of the proposed office building. Discussion ensued regarding the following:

- Building materials
- The roof feature
- Key location and reinvestment into the downtown area
- Tenants have been secured for the entire building
- Time constraints for the tenants to be in the building
- Design tries to tie the historic area of downtown with the new building
- Tenants desire to have a community meeting room available for use at no cost

Commissioners discussed the following:

- Stairwells and if they would be visible at night
- Timeframe of the project
- Sidewalks
- Lighting of the roof feature
- If changes are made to the building materials or if major changes to the design concept are being considered, Commissioners requested that those changes to be brought back for

review/input

- Parking structure and change in on-street parking on Mill Street

Motion by Ald. Taylor, seconded by Comm. Brunette to approve the Certificate of Appropriateness for 175-177 Main Street, new office building as presented. The motion carried.

G. DISCUSSION ITEMS

1. Status of Photo Contest

Commissioners wish to hold the contest again this year. Changes for the year include expanding the contest to include new pictures and expanding the parameters of the contest as well as Landmarks Commission to be the sole sponsor of the contest. Comm. Grade to work with Nick Jevne on getting the contest form ready for distribution.

2. Status of Window Display Boards –212 Main Street

Comm. Grade spoke with the art teacher at Menasha High School and indicated that due to the time of the request, they would not be able to assist this year. Suggestions on what could be displayed included images from the library, having a pop-up gallery at the site for artists to showcase their work, gargoye photos to display. Staff will work with Commissioners to assist printing the displays.

3. Bridge Tower Museum 2015 Opening

Cleaning of the tower will be done by city staff. Plans are to place a 3"x11" recognition plaque on the bench. Commissioners discussed the donated plaque for the bridge tower and discussed possible locations to display as well as displaying of the lion head at the museum.

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

No one spoke.

I. ADJOURNMENT

Motion by Comm. Brunette, seconded by Ald. Taylor to adjourn at 6:00 PM. The motion carried.

Respectfully submitted by CDC Heim.