

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor
140 Main Street, Menasha
September 14, 2016
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:02 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Shellie Caudill, Tom Grade, Paul Brunette, Dean Wydeven and Ald. Marshall Spencer.

LANDMARKS MEMBERS EXCUSED: None.

OTHERS PRESENT: Nicholas Jevne (1334 Mayer Street), Becky Mader (204 Main Street), and Drew Kadlec (230 Main Street).

C. MINUTES TO APPROVE

1. Minutes of the July 13, 2016 Landmarks Commission Meeting

Commissioner Brunette commented on the minutes from the July 13, 2016 meeting and explained that he was to follow-up with the owner of 167 Main Street and not Chairman Grade. There was general consensus that this was correct.

Motion by Comm. Brunette seconded by Ald. Spencer to approve the amended minutes of the July 13, 2016 Landmarks Commission meeting. 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. Local History and Historic Preservation Conference

2. Columns Newsletter – August-October 2016

Commissioners discussed the attending the Local History and Historic Preservation Conference.

F. ACTION ITEMS

1. Façade Improvement Grant Request – 1 Main Street – Robert Zieseimer

AP Englebert introduced the grant request for an exterior façade restoration at 1 Main Street. The scope of work for the project includes brick restoration and roof repairs. Commissioners discussed the proposal and available funding in the façade program. There was general consensus that the building exterior needs repair.

Motion by Comm. Brunette, seconded by Comm. Grade, to approve the façade improvement grant in the amount of \$2,500 for the north façade of the tower at 1 Main Street. The motion carried.

2. Application for Renovation/Remodel – 204 Main Street – Your Daily Grind

Discussed as part of item 3.

3. Façade Improvement Grant Request – 204 Main Street – Your Daily Grind

Chairman Grade presented the mural design for the north façade of 204 Main Street. The proposed mural consists of coffee cups and a tea pot and incorporates classical columns. Commissioners deliberated over the design of the mural, future plans for the east façade, and the criteria the Landmarks Commission should use when approving grant applications. Becky Mader (204 Main Street) indicated that it is her desire to paint the east façade of the building at a future time but incorporate the design of the north façade with it. Comm. Brunette and Comm. Grade made comments in support of previous work by the proposed contractor Cal Jones.

Motion by Comm. Wydeven, seconded by Ald. Spencer, to issue a Certificate of Appropriateness for the north façade design of 204 Main Street and to approve a façade grant in the amount of \$2,005.88. The motioned was conditioned on the owner retaining Cal Jones as the contractor for the project. The motion carried.

4. **Application for Signage – 230 Main Street - Modify Hair Studio**

CDD Buck introduced the proposed sign for Modify Hair Studio. The sign is a projecting sign made of aluminum with white and black matte paint. It will feature the Modify Hair Studio logo. Drew Kadlec (230 Main Street) informed the commission that no additional lighting will accompany the sign.

Motion by Comm. Caudill, seconded by Comm. Brunette, to issue a Certificate of Appropriateness for the sign request at 230 Main Street – Modify Hair Studio. The motion carried.

G. DISCUSSION ITEMS

1. **Stone Allocation to Historic District Businesses**

AP Englebert stated that staff is looking to receive a quote regarding the fair market value of the remaining salvaged stone. The City of Menasha ordinance regulating surplus property makes distinctions between different processes used to allocate surplus property based on its market value. Commissioners discussed the merits of allowing the use of stone to private property owners, methodology of accepting applications for use, and the determination of what is surplus. Staff will be trying to obtain a quote for the stone and bring the item back to the commission.

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

No one spoke.

I. ADJOURNMENT

Motion by Comm. Brunette, seconded by Comm. Caudill, to adjourn at 5:52PM. The motion carried.

Respectfully submitted by AP Englebert.