

CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
July 8, 2009
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Joe Weidert at 4:30 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Kristi Lynch, Mary Nebel, Patti Rudolph, and Joe Weidert
LANDMARKS MEMBERS EXCUSED: Charlie Cross, Bernie Zimmerman, Ald. Mike Taylor
OTHERS PRESENT: CDD Keil

C. MINTUES TO APPROVE

1. **Minutes of the June 10, 2009 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Comm. Rudolph to approve the minutes of the June 10, 2009 Landmarks Commission meeting.

Motion carried.

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

1. No one spoke.

E. ACTION ITEMS

1. **Establishment of Landmarks Commission Goals and Work Plan**

Chairman Weidert requested that commissioner's share what they've identified as their two top goals for the commission to accomplish over the next year. The following goals were among those identified:

- Develop welcome packet for new businesses/building owners
- Create/update brochures related to the Landmarks Commission and the Historic Districts
- Develop signage for the Historic Districts and Structures
- Develop a tracking System for grant and loan funds
- Establish goals/timetables for having buildings upgraded
- Increase ordinance enforcement
- Document the appearance of existing buildings and track changes
- Develop guidelines for buildings along the lines of those prepared for signage

Following discussion, the consensus of the commissioners' was to establish the creation of a welcome packet and the development of a grant/loan tracking system as the top two goals for the next year.

2. **Outdoor Food and Alcoholic Beverage Service – 204 Main Street – Menasha Grill (referred by the Common Council)**

Commissioners discussed the role of the Landmarks Commission in reviewing the outdoor service proposals in the context of the authority granted to the commission by the ordinance establishing the Landmarks Commission and the relation of the outdoor seating to the appearance of the Upper Main Street Historic District. Commissioner's felt that the ordinance language was broad enough to cover the outdoor seating as an alteration, and that the outdoor seating areas would have an impact on the appearance of the district. Commissioner's also felt that their role should be limited to the appearance of the outdoor seating.

At this point of the meeting Comm. Lynch stated she needed to leave, breaking the quorum.

Commissioners' agreed to schedule a meeting for Thursday, July 16, 2009 to continue discussion of this matter

F. DISCUSSION

1. **Status Report – Façade Improvement Grant/Loan Capacity**
This item is to be carried over to the next meeting.
2. **Status Report – Historic Survey**
This item is to be carried over to the next meeting

G. 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.

H. ADJOURNMENT

Moved by Comm. Lynch, seconded by Comm. Rudolph to adjourn at 5:37 PM.

Motion carried