

CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
April 13, 2011
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: Commissioners Mary Nebel, Tom Grade, Kristi Lynch, and Joe Weidert

LANDMARKS MEMBERS ABSENT: Commissioner Andrew Jennings and Alderman Eric Hendricks

OTHERS PRESENT: CDD Keil and Pat DuFrane from the WeatherVane

C. MINTUES TO APPROVE

1. **Minutes of the February 9, 2011 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Comm. Grade to approve the minutes of the February 9, 2011 Landmarks Commission meeting.

The motion carried.

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

1. No one spoke.

E. COMMUNICATIONS

1. **2011 WAHPC Spring Conference**

A flyer was distributed describing the event.

F. ACTION ITEMS

1. **Sign Permit Application and Outdoor Seating Proposal – 186 Main Street – Weather Vane**

Pat DuFrane described the signage that is proposed including wall mounted signs in the front and the rear and a projecting sign in the front. The projecting sign will be externally lit on both sign faces. CDD Keil stated that the signs comply with ordinance requirements for signs in the C-2 Commercial zoning district.

Motion by Comm. Zimmerman, seconded by Comm. Grade to approve the proposed signage. The motion carried. No action was necessary relative to the outdoor seating area because it did not affect the building.

2. **Historic Menasha Contest Entry Form**

Chairman Weidert reviewed the contest entry form and rules. Commissioners discussed contest entry and return dates. Motion by Comm. Zimmerman, seconded by Comm. Lynch to make the entry forms available on April 25th and establish a return date of 5:00 PM on May 18th. The motion carried.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

The awards are to be presented at the May 16, 2011 Common Council meeting.

2. **Landmarks Commission Guidebook Distribution**

Greg Keil is to make copies available to Comm. Lynch for distribution to tenants of the Brin Building.

3. **Façade Improvement Program Grant/Loan Balance**

The balance in the fund remains at approximately \$18,400.

4. **Future Landmarks Commission Activities/Projects**

Commissioners discussed conducting a workshop for businesses in the historic districts regarding the use of colors and displays. Commissioners are also to review the web pages from landmarks Commissions in other communities to gather ideas about modifying the City of Menasha's to make it more interesting and visually appealing.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Nebel, seconded by Comm. Grade to adjourn at 4:43 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.