

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
July 11, 2012
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Ald. Sevenich at 4:31 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Kristi Lynch, James Taylor, Mary Nebel, Peg Doctor, Debra Gorell and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioner Tom Grade

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan, Kim Jennings, James Gresser, and Carolyn Scheer

C. MINUTES TO APPROVE

1. **Minutes of the June 13, 2012 Landmarks Commission Meeting**

Moved by Comm. Taylor, seconded by Comm. Doctor to approve the minutes of the June 13, 2012 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

1. No one spoke.

E. COMMUNICATIONS

1. **Bridge Museum Power Door Locks**

There was a general discussion on the merits of the Bridge Tower initiative and the logistics of making the building open to the public again. A quote from facilities for an automatic door locking system was reviewed.

Motion by Comm. Taylor, seconded by Comm. Doctor to obtain quotes on automatic locks for the Bridgetower museum, determine feasibility and cost of communication with the Bridge Tender facility, review signage for the museum, and to place a sign that says the museum is temporarily closed. The motion carried.

F. ACTION ITEMS

1. **Sign Permit – 182 Main Street – Designers Chair**

PP Homan indicated that the business owner now plans to utilize window decals installed on the inside of the window. Their original request for Landmarks Commission approval has been withdrawn.

2. **Façade Improvements – Historic Menasha Hotel -177 Main Street**

Comm. Taylor illustrated proposed changes to the Menasha Hotel, including cleaning of the limestone, painting of trim and doors, and upgrading the rear porch.

Motion by Comm. Taylor, second by Comm. Doctor to approve the following:

- Power-clean limestone using methods approved by the National Historic Preservation Trust.
- Paint window frames, doors, transoms, and fire escapes black.
- Modifications to the rear porch as follows:
 - Dryvit in the Sand Pebble Fine Texture applied to the upper part of the porch to match the limestone.
 - Dryvit in red brick applied to the lower part of the porch.

- Frames and windows to be painted black.
- Wider trim around windows to be limestone color.

The motion carried.

G. DISCUSSION ITEMS

1. Landmarks Commission Recognition/Awards

Comm. Nabel stated she would forward a logo for an award to Comm. Grade.

2. Status of Façade Improvement 180 Main Street

CDD Keil indicated the status was unchanged.

3. Façade Improvement Program Grant/Loan Balance

The façade loan balance is approximately \$11,000. CDD Keil is to report at the next meeting on the status of the façade improvement grant/loan awarded to 180 Main Street.

4. Future Landmarks Commission Activities/Projects

Future activities and projects identified were:

- Continued work on re-opening the bridgetower museum
- Updated the Landmarks Commission part of the City website
- The lock tender house
- Reviewing the Historic Menasha and Schreiber Anderson plans for downtown.
- Creating a new landmark

5. Building Alterations – Front Façade at 192 Main Street

Kim Jennings provided an overview for her plans for the building. The panel that was removed was to see what was underneath, which they discovered was brick.

James Grasser stated that they would like to remove the materials from the front of the building and clean the brick on the sides and lower area of the building. The upper part would be dedicated for a mural illustrating the diversity of the Fox Valley. He would like to utilize the interior of the building for non-profit art instruction.

Commissioners instructed that any future façade alterations required application and approval of the Landmarks Commission.

6. Status of Korona Klub Neon Sign

PP Homan indicated that as of Monday, the neon sign had been removed. CDD Keil indicated that it appeared they had installed lighting for their remaining sign that was not compliant with the C-2 sign guidelines. Community Development staff will follow up with the business to address this issue.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Taylor, seconded by Comm. Lynch to adjourn at 6:20 PM.

The motion carried.

Respectfully submitted by PP Homan.