



MEMORANDUM

TO: Landmarks Commission  
FROM: Greg Keil, CDD *gk*  
DATE: May 17, 2013  
RE: Menasha High School Addition

At the April 24, 2013 Landmarks Commission meeting a request was made to have a representative of the architectural firm designing the addition appear at the next commission meeting. Staff recently met with a representative of Eppstein Uhen Architects, the firm that will be preparing the design, to discuss zoning and site planning issues. We also discussed the historical and architectural significance of the building. The architect is aware of these considerations, and will be cognizant of those attributes as they proceed with their design concepts. At this point, however, they do not have even preliminary sketches of the building elevations. I have asked them to keep us informed of the design process and have asked them to present their preliminary designs to the Landmarks Commission as soon as they've been developed. They are agreeable to that request.