

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
February 6, 2014  
DRAFT MINUTES

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**A. CALL TO ORDER**

Meeting called to order by Chairman Grade at 5:00 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan, Commissioners James Taylor, Tom Grade, Kristi Lynch and Paul Brunette.

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Docter

LANDMARKS MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil, PP Homan, and Doris Szymanski

**C. MINUTES TO APPROVE**

1. **Minutes of the December 11, 2013 Landmarks Commission Meeting**

Motion by Ald. Keehan, seconded by Comm. Taylor to approve the January 8, 2014 Landmarks Commission meeting minutes. 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. None

**F. ACTION ITEMS**

1. **Proposed Façade Alteration and Façade Grant Application – 234/240 Main Street (Club Liquor)**

Plans for the proposed alteration to the south and east facades of Club Liquor located at 240 Main Street were presented. Portions of the building facing Main St and Racine St will add facade detail surrounding the ground floor windows all the way up to the base of the second story windows. The primary building material will be mahogany and will be painted in colors to be determined.

Commissioner Brunette indicated that the window detail facing Main St. will be modified to ensure the windows look consistent.

CDD Keil indicated the grant request is for \$5,000, as two facades will be improved. Quotes from Woodworks and Henkel's Woodworking were received.

Motion by Comm. Taylor, seconded by Ald. Keehan to approved the Façade Alteration and Façade Grant in the amount of \$5,000 for 240 Main St (Club Liquor), conditioned on selection of final paint color(s) from the approved historic district color palette. The motion carried.

**G. DISCUSSION ITEMS**

1. **Status of Regularly Scheduled February Meeting**

Commissioners were in agreement that no Landmarks Commission meeting will be held on February 19, 2014.

2. **Scheduling Planning Workshop for Broad Street Lot / Main Street Pedestrian Link**  
Commissioners determined that a preliminary design workshop would be help on Thursday, February 27. The intent would be to invite neighboring property owners and businesses to determine their desired use and design for the space.

Community Development staff is to follow up with businesses to ensure their attendance.

3. **2014 Historic Photo Contest**  
PP Homan will follow up with Commissioner Docter regarding the press release and other details. Commissioner Lynch will email photos to Community Development staff.
4. **Bridge Tower Museum**  
PP Homan has met with Public Works staff to discuss outstanding items. Most remaining items need to wait for warmer weather.

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

1. No one spoke.

#### **I. ADJOURNMENT**

Motion by Comm. Lynch, seconded by Comm. Taylor to adjourn at 5:45 PM.

The motion carried.

*Respectfully submitted by PP Homan.*