

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
LANDMARKS COMMISSION
Council Chambers
140 Main Street, Menasha**

January 13, 2010

4:30 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the November 11, 2009 Landmarks Commission Meeting](#)

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

Five (5) minute time limit for each person

E. ACTION ITEMS

1. [Signage Proposal – 7 Main Street – Tresa’s](#)

F. DISCUSSION

1. Landmarks Commission Guidebook Development
2. Project Tracking
3. [Maintenance of Historic Structures](#)
4. Outdoor Seating Notice
5. Schedule Meeting with Joe DeRose to Discuss Project Review Procedures
6. Schedule 2010 Landmarks Commission Work Plan Session

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

Five (5) minute time limit for each person

H. ADJOURNMENT

CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
November 11, 2009
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Co-Chairman Patti Rudolph at 4:30 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Patti Rudolph, Kristi Lynch, Bernie Zimmerman, Charlie Cross and Alderman Mike Taylor

LANDMARKS MEMBERS EXCUSED: Commissioners Mary Nebel and Joe Weidert

OTHERS PRESENT: CDD Keil, Bob Ramsey

C. MINUTES TO APPROVE

1. **Minutes of the October 28, 2009 Landmarks Commission Meeting**

Moved by Alderman Taylor, seconded by Charlie Cross to approve the minutes of the October 28, 2009 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. ACTION ITEMS

1. **Approval of Revised Conceptual Design – Front Façade – 230 Main Street**

Bob Ramsey explained the proposed eliminating the top transom window leveling the height by one foot.

Moved by Alderman Taylor, seconded by Bernie Zimmerman to approve the revised façade concept.

The motion carried.

F. Discussion Items

1. **Landmarks Commission Guidebook Development**

- Agenda for next meeting
- What to do with survey
- Application/flow chart
- Website

2. **Community Development Project Checklist**

Moved by Bernie Zimmerman, seconded by Kristi Lynch to approve the Community Development checklist.

The motion carried.

H. ADJOURNMENT

Moved by Alderman Taylor, seconded by Charlie Cross to adjourn at 4:47 PM.

The motion carried.

TRESA'S

01/07/201

TRESA'S

01/07/201



7 Treasures
Not Treasures



NON-ILLUMINATED DIMENSIONAL LETTERS QTY: (1)

GEMINI PLASTIC FORMED LETTERS
STANDARD COMMERCIAL SCRIPT FONT
12" UCH/6" LCH
2718 IVORY
3M BEIGE FIRST SURFACE VINYL

DOOR VINYL



TIM'S LIGHTING COMPANY
N7255 32ND CT.
WEYAUWEGA, WI 54983
O: 920-867-4TLC 800-921-0770
F: 920-867-3625
www.timsighting.com

CLIENT: TRESA'S HOUSE OF TREASURES PG: 1 OF 2
ADDRESS: 7 MAIN ST. MENASHA, WI
DATE: 08.24.09
FILE NAME: 09-0170A CDR
REVISED BY:
DESIGNER: KRISTY STACY
SCALE: 1/4"=1'-0"
REV. DATE:

NOTES:

CUSTOMER SIGNATURE FOR DESIGN APPROVAL

THIS IS AN ORIGINAL DRAWING CREATED BY TIM'S LIGHTING COMPANY, INC. NO PART OF THIS DOCUMENT MAY BE USED OR REPRODUCED IN ANY FORM WITHOUT WRITTEN PERMISSION FROM TIM'S LIGHTING COMPANY, INC. COLORS SHOWN ON ART MAY VARY DUE TO VARYING SURFACE MATERIALS AND PAINT.

TRESA'S

The above is what the actual letters look like. The picture I have included is for reference purposes only, to show the placement of the letters. The picture also shows appliques which will not be installed.

Description of Aluminum Faced Polyethylene Letters

Aluminum faced polyethylene letters are made with sheets of aluminum on both sides of a polyethylene center. Letters are 1/8 inch thick, and sit flush against the surface.

Material: Aluminum Faced Polyethylene Letters

Color of Letters: Brushed Silver

Style of Letters: PlazaDReg

Height of Letters: 12"; approximate width 75.01 inches; 1/8 in thick

Application of Letters: Construction adhesive; no mounting hardware required

PlazaDReg (TrueType)

Typeface name: PlazaDReg
File size: 40 KB
Version: Version 001.005
URW Software, Copyright 1994 by URW

ABCDEFGHIJKL MNOPQRSTUVWXYZ

ABCDEFGHIJKL MNOPQRSTUVWXYZ

123456789.:;(*!@')

12 THE QUICK BROWN FOX JUMPS OVER THE LAZY DOG. 1234567890

18 THE QUICK BROWN FOX JUMPS OVER THE LAZY DOG. 1234567890

24 THE QUICK BROWN FOX JUMPS OVER THE LAZY DOG. 1234567890

36 THE QUICK BROWN FOX JUMPS OVER THE LAZY DOG. 1234

48 THE QUICK BROWN FOX JUMPS OVER THE LAZY

60 THE QUICK BROWN FOX JUMPS OVER

72 THE QUICK BROWN FOX JUMP

- d. Whether demolition of the property would be contrary to the purpose and intent of this chapter and to the objectives of the Historic Preservation Plan.
 - e. Whether the building or structure is of such old and unusual or uncommon design, texture and/or material that it could not be reproduced or be reproduced only with great difficulty and/or expense.
 - f. Whether retention of the building or structure would encourage study of American history, architecture and design or develop and understanding of American culture and heritage.
- (4) These provisions shall not apply to any building or structure which has been determined by the Building Inspector in consultation with the Community Development Director to fulfill the requirements of Sec. 66.05 Wis. Stats., and Sec. 11-7-5 and Sec. 15-5-13 City of Menasha Code, or if the City or any other governmental entity is proceeding under Ch. 32 Wis. Stats.

(l) **PENALTIES.**

- (1) Any person who alters, or constructs a building or structure in violation of this chapter shall be required to restore the building or structure and its site to its appearance prior to the violation. Such restoration shall be completed within such time frame as set by the Landmarks Commission using materials, building design and construction methods approved by said Commission. Failure to complete the restoration in conformance with the requirements of the Landmarks Commission shall constitute a violation of this ordinance. Violations shall be subject to the penalties listed in Section 13-1-135 of the Menasha Code of Ordinances. Each day the violation continues shall constitute a separate offense.
- (2) Any person who demolishes a building or structure in violation of Section (h) shall forfeit a sum equal to fifty percent (50%) of the value of the building or structure, should the Landmarks Commission and Common Council make a finding after a hearing that the demolished structure had major historical significance. The value shall be determined by using the assessed value from the previous year's property tax assessment as equalized by the Wisconsin Department of Revenue.
- (3) The Community Development or his/her designee, with the advice and consent of the City Attorney, is authorized to issue a citation or to institute any formal proceeding to enjoin, correct, or abate any violation of this chapter.

(m) **MAINTENANCE OF HISTORIC STRUCTURES, HISTORIC SITES, AND HISTORIC DISTRICTS.** Every person in charge of an improvement or structure in a historic district shall keep in good repair all of the exterior portions and all interior portions thereof which, if not maintained, may cause or tend to cause the exterior portions of such improvement or structure to fall into a state of disrepair. This provision shall be in addition to all other provisions of law requiring such improvement to be kept in good repair.

(n) **CONDITIONS DANGEROUS TO LIFE, HEALTH, OR PROPERTY.** Nothing contained in this Section shall prohibit the making of necessary construction, reconstruction alteration or demolition of any historic structure, any improvement on