

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**

July 11, 2012

4:30 PM

AMENDED AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the June 13, 2012 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. COMMUNICATIONS

1. [Bridge Power Museum Door Locks](#)

F. ACTION ITEMS

1. [Sign Permit – 182 Main Street – Designers Chair](#)
2. [Façade Improvements – Historic Menasha Hotel – 177 Main Street – Comm. Taylor](#)

G. DISCUSSION

1. Landmarks Commission Recognition/Awards
2. Status of Façade Improvement 180 Main Street
3. Façade Improvement Program Grant/Loan Balance
4. Future Landmarks Commission Activities/Projects
5. [Building Alterations – Front Façade at 192 Main Street](#)
6. Status of Korona Klub Neon Sign

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

Five (5) minute time limit for each person

I. ADJOURNMENT

*If you are not able to attend this meeting, please contact the
Community Development Department no later than the Monday prior to the meeting.*

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
June 13, 2012
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Ald. Sevenich at 4:35 PM.

Acting President Ald. Sevenich welcomed Debra Gorell to the committee.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Tom Grade, Debra Gorell and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioners Kristi Lynch, James Taylor and Peg Doctor

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan and Mayor Merkes

C. MINUTES TO APPROVE

1. **Minutes of the March 14, 2012 Landmarks Commission Meeting**

Moved by Comm. Grade, seconded by Comm. Nebel to approve the minutes of the March 14, 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. None

F. ACTION ITEMS

1. None

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

a. **Wild Apple Award – Comm. Nebel**

Commissioners Nebel and Grade reported on efforts to gather the history of the building. They will be working with Joe Weidert on the content of the plaque.

2. **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.

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

a. **Menasha Locktender House**

CDD Keil reported on the consideration being given to the site by persons affiliated with the Fox-Wisconsin Heritage Parkway. The consensus of the commissioners was not to take any action at this time.

b. **Discover Historic Menasha Contest**

The consensus was to postpone the contest until next May.

c. **Bridge Tower Museum**

Commissioner's discussed possibilities for opening the building and updating the displays. Ald. Sevenich is to contact Building Superintendent Adam Alix to determine the feasibility of a

time lock. CDD Keil is to make inquiry with Fox-Wisconsin Heritage Parkway representatives for display materials.

4. **Creating a Landmark – Comm. Taylor**

Held to the next meeting.

5. **Landmarks Commission Line on City Website – Comm. Nebel**

Comm. Nebel requested information on the number of contacts to the Landmark's Commission web page. CDD Keil is to explore placing some Landmarks Commission content on the city's website front page.

6. **192 Main Street Front Façade Alteration – Paint – Comm. Nebel**

Commissioner's discussed the paint finish applied to the front façade. Comm. Nebel made, and Comm. Grade seconded a motion to have CDD Keil direct a letter to the building owner informing them of the requirements related to façade alterations and to furnish an application to be considered at next month's Landmarks Commission meeting.

The motion carried.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Comm. Grade to adjourn at 5:03 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.

From: [Greg M. Keil](#)
To: [Kristi Heim](#)
Subject: FW: Bridge Museum Door lock
Date: Friday, June 29, 2012 11:39:18 AM

From: Adam Alix
Sent: Friday, June 22, 2012 11:49 AM
To: Stan Sevenich
Cc: Kara Homan; Greg M. Keil; Mark Radtke
Subject: Bridge Museum Door lock

Hi Ald. Sevenich,

Warren and I looked at the door and figure the cost of the electric strike, power supply and timer plus supplies to run about \$750 installed by City staff. If we had to have someone install one, based on the cost to install similar type lock at the Library, we'd be looking at around \$1200.

Let me know if you have any other questions or concerns.

Thanks,
Adam



**Application for renovation, remodel or signage
project in a Menasha Historical District**

Date: 7/5/12 Property Address: 182 Main Street
Applicant's name: Jennifer Lietz Owner or Renter? Renter
Mailing Address if different than Property Address: _____
City: Menasha State: WI Zip: 54952
Daytime Phone: 920-716-2436 Evening Phone: " E-mail: JLstylist17@yahoo.com
Description of planned improvement: Plan to put a sign with the logo of
the salon extending out from the building in a similar
way to that of the "WEATHER VANES" sign. The guy at the
sign business I am going thru is out of town for the holiday and
Note: Please attach all material lists, material brochures, samples and photos, Ascale drawing is recommended or may be required by the Commission.
List all contractors, sub contractors and material suppliers: Sign WORKS, downtown Appleton

Estimated Total Cost: \$500-1500 Estimated Start Date: Aug 1st Estimated Completion Date: Aug 1st

☞ will have the dimensions for me by the meeting on Wednesday, as well as a visual copy of the sign.

4 Color

The Designers' Chair 

2 Color

The Designers' Chair 

Black & White

The Designers' Chair 



June 29, 2012

David Hildebrand
1829 Cold Spring Road
Neenah, WI 54956

Dear Mr. Hildebrand:

As you may know, the building you own at 192 Main Street in the City of Menasha is in the Upper Main Street Historic District. As such, the Menasha Landmarks Commission has review authority over building alterations affecting the exterior of buildings. Late last fall, the front façade of 192 Main was painted in a color that is not within the approved color palette for the historic district. The use of colors outside of the approved color palette must be reviewed and approved by the Landmarks Commission.

I have enclosed an application for building alterations. Please complete the application and return it to Kristi Heim at the City of Menasha Community Development Department no later than Thursday, July 5, 2012. The matter will be taken up by the Landmarks Commission at its July 11, 2012 meeting. The Commission meets at 4:30 PM in the Council Chambers at City Hall, located at 140 Main Street.

If you have any questions, please contact Kara Homan at 967-3650.

Thank you for your attention to this matter.

Sincerely,

Gregory M. Keil
Community Development Director