

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 9, 2013

4:30 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the October 10, 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. [Landmarks Commission Website – Revised Layout](#)

F. ACTION ITEMS

1. None

G. DISCUSSION

1. Landmarks Commission Recognition/Awards
2. Tayco Street Bridge Museum Project Update
3. Façade Improvement Program Grant/Loan Balance
4. Landmarks Commission Interaction with Downtown Businesses
5. Future Landmarks Commission Activities/Projects

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
October 10, 2012
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:34 PM.

B. ROLL CALL/EXCUSED ABSENCES

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

LANDMARKS MEMBERS EXCUSED: Commissioner James Taylor

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil and PP Homan

C. MINUTES TO APPROVE

1. **Minutes of the September 19, 2012 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Ald. Sevenich to approve the September 19, 2012 Landmarks Commission meeting minutes with the correction to change the spelling of Doctor to Docter.

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**

Chairman Grade stated that Joe Weidert had finalized the design, logo and text for the awards and will be emailing it to him. He hopes to have it to present for the next meeting.

2. **Façade Improvement Program Grant/Loan Balance**

CDD Keil reported that the balance has remained unchanged at approximately \$11,000. CDD Keil also reported that information pertaining to the program was re-sent to Jeff Maroszek in regards to his 212 Main St renovation project.

Chairman Grade inquired about whether the Commission had ever considered restoration or creation of new Ghost Signs as part of façade improvements, much like those they have in Plymouth, WI. CDD Keil stated that Community Development staff would contact Plymouth to see how they regulate these signs, and how they were funded.

3. **Duties & Purpose of Landmarks Commission**

PP Homan reviewed the powers and duties of the Landmarks Commission as they are stipulated in section 2-4-8 of the City of Menasha Municipal Code. She indicated that current projects and activities of the Commission were within this authority.

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

a. **Re-Opening the Bridge Tower Museum**

PP Homan provided Commissioners with an overview of a project matrix for re-opening the museum. Steps were split into necessary and optional steps. Commissioners added finding the original brochure & updating it as one of the necessary steps.

Commissioner Lynch volunteered to contact the school district and/or UW-Fox Valley to determine their interest in updating the video. PP Homan and Commissioner Gorell would visit the museum and determine the type and nature of the existing video equipment.

Commissioners determined they want a goal of having the museum re-opened for the start of boating season next year.

b. **Creating a new Landmark**

Commissioners discussed a desire to assess the walkway between the Broad Street parking lot and Main Street. Possibilities improvements include an entrance gate, and multi-use space that could be used for outdoor art galleries or dining.

c. **Landmarks Commission Website**

Commissioners requested that the Landmarks Commission website be updated to feature the Bridge Tower Museum project, indicating the new opening date. PP Homan agreed to add those features to the website.

d. **Prioritizing and sequencing projects**

Commissioners discussed their ongoing projects, and prioritized them as follows:

1. Re-open the Bridge Tower Museum
2. Update the Website & Initiate the Historic Photo Contest
3. Ghost Signage in the Downtown
4. Broad Street Parking Lot Walkway Upgrades (New Landmark)
5. Restoring Gargoyles.

Commissioners Lynch requested that these items be on each agenda.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Lynch, seconded by Ald. Sevenich to adjourn at 5:30 PM.

The motion carried.

Respectfully submitted by PP Homan.



[Community](#) • [Departments](#) • [Government](#) • [Contacts](#) • [Links](#)

Community Development: Landmarks Commission

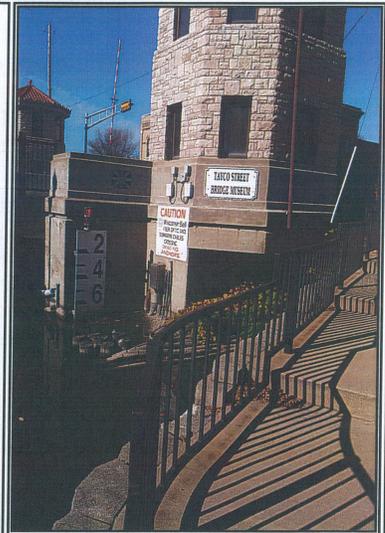
- › Landmarks
- Commission Home
- Functions
- Historic Structures
- Members
- Back to Community Development

Tayco St. Bridge Museum to Reopen in 2013!

The Landmarks Commission has made it a priority to reopen the Tayco Street Bridge Museum at the beginning of the 2013 Boating Season.

The Commission is currently evaluating and updating museum displays (see pictures below) and assessing other tasks that need to be completed prior to reopening the museum to the public.

Volunteers interested in assisting with this project can call the Community Development Department at 920.967.3650.



Landmarks Commission Overview

The Menasha Landmarks Commission was established in October of 1995. In creating this commission, the Common Council declared as a matter of public policy that the "protection, enhancement, perpetuation, and use of improvements of special character, special historic interest or value is a public benefit in that such protection, enhancement, perpetuation, and continued use is believed to"...

- serve as support and stimulus of business and industry and strengthen the city's economy;
- safeguard Menasha's historic and cultural heritage;
- stabilize and improve property values;
- foster civic pride in accomplishments of the past;
- promote the use of historic structures and sites for the education and enjoyment of Menasha residents; and

- integrate the modern environment with historic buildings and sites.

[LANDMARKS GUIDEBOOK](#): Project Guidelines & Submission Information

[HISTORIC DISTRICT APPLICATION](#): For Renovation, Remodel, or Signage Alterations in the Historic District

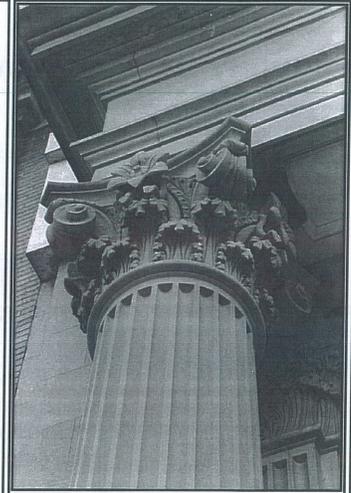
[C-2 DISTRICT SIGN GUIDELINES](#): For Signage in the C-2 Central Business District Zoning District

Historic Properties Survey Information

In February of 2008, the City of Menasha was awarded a grant for the Wisconsin Historical Society to conduct a survey of Menasha's historic properties.

The grant enabled the city to update the original survey of historic properties that was last completed in 1986. The firm Heritage Research, Ltd. was engaged by the city to conduct the resurvey work.

The updated survey was presented to the Landmarks Commission in August of 2009 and has been accepted by the State Historical Society.



Links:

[Historical and Architectural Resources Survey Report \(Pdf Format\)](#)
[Historical and Architectural Resources Resurvey \(Powerpoint\)](#)

Photos:

[1st Street to Konemac Street](#)
[Lake Road to Winnebago Avenue](#)

