

CITY OF MENASHA  
BOARD OF APPEALS  
100 MAIN STREET  
MARCH 9, 2022  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Galeazzi 1:01 p.m.

B. ROLL CALL

PRESENT: Chairman Galeazzi, Trustee Rae-Othrow and Maxymek

ALSO PRESENT: CDD Schroeder, CDC Heim, AP Yang, Clerk Krautkramer,  
Mike Johnson | Graphic House

C. PUBLIC HEARING

1. Variance Request – Monument and Electronic Message Center Sign – CoVantage  
Credit Union – 1305 Oneida Street, Menasha

Sandra DaBill Taylor, 545 Broad Street, Menasha; commented on the Board of Appeals meeting time, following staff's recommendation to deny of the variance request, the sign height, multiple signs, and the City of Menasha's sign code.

Jeff Perigo, 1308 Oneida Street, Menasha (comments submitted via email); commented on the variance request for CoVantage Credit Union, commercial properties in the area, light emission from the sign, color of the sign, local sign examples, and the City of Menasha's sign code.

D. MINUTES TO APPROVE

1. Board of Appeals, 11/12/20

Moved by Chairman Galeazzi seconded by Trustee Rae-Othrow to approve the minutes.  
Motion carried on voice vote.

E. ACTION/DISCUSSION ITEMS

1. Review of Variance Requirements per UW Extension

Staff provided an overview of the variance process as outlined by UW-Extension.

General discussion ensued on the variance process outlined by UW-Extension.

2. Variance Request – Monument and Electronic Message Center Sign – CoVantage  
Credit Union – 1305 Oneida Street, Menasha

Staff gave an overview of the variance request for monument and electronic message center sign for CoVantage Credit Union located at 1305 Oneida Street, Menasha and commented on the regulations for granting a variance, hardship to the property owner, unique property conditions, the property value, impact on the neighborhood, and the City of Menasha's municipal code pertaining to the request.

Mike Johnson | Graphic House gave an overview of the variance request variance request for monument and electronic message center sign for CoVantage Credit Union located at 1305 Oneida Street, Menasha and commented on neighborhood concerns, multiple signs, the creation of a new sign rather than use an existing sign, hardship to the property owner, the sign height, electronic message center dimensions, the background color on the sign, and the lettering color.

General discussion ensued on:

- Other local CoVantage signs
- Signs at other CoVantage branches in the area and across the state
- Sign programming
- Sign dimming
- Sign dimensions
- Multiple signs
- City of Menasha municipal code requirements
- Illumination of the sign face
- Lettering on the sign
- Electronic message centers
- Background color of the sign
- Variance requirements
- Sign considerations

Moved by Chairman Galeazzi seconded by Trustee Rae-Othrow to deny the variance request of CoVantage Credit Union located 1305 Oneida Street, Menasha as requested by Graphic House for the monument and electronic message center sign based on the requirements of the City of Menasha's code of ordinances.

Motion carried on roll call 3-0.

#### F. ADJOURNMENT

Moved by Trustee Rae-Othrow seconded by Trustee Maxymek to adjourn at 1:50 p.m.

Motion carried on voice vote.

Haley Krautkramer  
City Clerk