

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 23, 2009**

**4:30 PM**

**AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the July 8, 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. [Establishment of Guidelines for Outdoor Food and Beverage Service Guidelines for the Upper Main Street Historic District](#)
2. [Outdoor Food and Alcohol Beverage Service – 204 Main Street – Menasha Grill](#)
3. [Outdoor Food and Alcohol Beverage Service – 200 Main Street – Franky's](#)

F. DISCUSSION

1. [Meeting Protocol](#)
  - Attendance
  - Special Meetings
  - Application Deadlines

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**  
July 8, 2009  
**DRAFT MINUTES**

---

**A. CALL TO ORDER**

Meeting called to order by Chairman Joe Weidert at 4:30 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Kristi Lynch, Mary Nebel, Patti Rudolph, and Joe Weidert  
LANDMARKS MEMBERS EXCUSED: Charlie Cross, Bernie Zimmerman, Ald. Mike Taylor  
OTHERS PRESENT: CDD Keil

**C. MINUTES TO APPROVE**

**1. Minutes of the June 10, 2009 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Comm. Rudolph to approve the minutes of the June 10, 2009 Landmarks Commission meeting.

Motion carried.

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

1. No one spoke.

**E. ACTION ITEMS**

**1. Establishment of Landmarks Commission Goals and Work Plan**

Chairman Weidert requested that commissioner's share what they've identified as their two top goals for the commission to accomplish over the next year. The following goals were among those identified:

Develop welcome packet for new businesses/building owners  
Create/update brochures related to the Landmarks Commission and the Historic Districts  
Develop signage for the Historic Districts and Structures  
Develop a tracking System for grant and loan funds  
Establish goals/timetables for having buildings upgraded  
Increase ordinance enforcement  
Document the appearance of existing buildings and track changes  
Develop guidelines for buildings along the lines of those prepared for signage

Following discussion, the consensus of the commissioners' was to establish the creation of a welcome packet and the development of a grant/loan tracking system as the top two goals for the next year.

**2. Outdoor Food and Alcoholic Beverage Service – 204 Main Street – Menasha Grill (referred by the Common Council)**

Commissioners discussed the role of the Landmarks Commission in reviewing the outdoor service proposals in the context of the authority granted to the commission by the ordinance establishing the Landmarks Commission and the relation of the outdoor seating to the appearance of the Upper Main Street Historic District. Commissioner's felt that the ordinance language was broad enough to cover the outdoor seating as an alteration, and that the outdoor seating areas would have an impact on the appearance of the district. Commissioner's also felt that their role should be limited to the appearance of the outdoor seating.

At this point of the meeting Comm. Lynch stated she needed to leave, breaking the quorum.

Commissioners' agreed to schedule a meeting for Thursday, July 16, 2009 to continue discussion of this matter

**F. DISCUSSION**

1. **Status Report – Façade Improvement Grant/Loan Capacity**

This item is to be carried over to the next meeting.

2. **Status Report – Historic Survey**

This item is to be carried over to the next meeting

**G. 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.

**H. ADJOURNMENT**

Moved by Comm. Lynch, seconded by Comm. Rudolph to adjourn at 5:37 PM.

Motion carried


[Aluminum Fence Home Page](#)
[Other Supplies](#)
[Other Fence Types](#)
[About Us](#)
[Store Directions](#)
[Contact Us](#)

### 48" 2-rail fence

**\$42.00**  
per section

[Click here to learn more](#)

### 54" 3-rail fence

**\$53.50**  
per section

[Click here to learn more](#)

#### Delgard Aluminum Fences by Grade

[Residential](#)

[Aero](#)

[Commercial](#)

#### Fences by Type

[Assembled Fence](#)

[Ready-to-Assemble](#)

#### Your Shopping Cart

[View your items](#)

**take an extra  
10% off**  
plus **FREE shipping** on  
Delgard assembled fence  
orders over \$3000  
East of the Mississippi



any questions or  
comments, call  
1-800-336-2310

## The Strength & Beauty of a Delgard Aluminum Fence

Our Most Popular **Residential Grade Aluminum Fences** See more [aluminum fence](#) styles.



Guardian Doria



Residential Avalon



Residential Doria



Residential Elba

Our Most Popular **Aero Grade Aluminum Fences** See more [aluminum fence](#) styles.



Sentry (Elba 2-Rail)



Aero Avalon



Guardian Aero Doria



Aero Elba

Our Most Popular **Commercial Grade Aluminum Fences** See more [aluminum fence](#) styles.



Commercial Madrid



Commercial Tahoe



Commercial Laurel



Commercial Stratford

The Delgard aluminum fence combines affordability with elegant maintenance-free security for commercial, residential, industrial and recreational applications. Unlike wrought iron fences that can be expensive to purchase and may require maintenance, aluminum fences are designed not to rust or corrode, making them especially attractive for swimming pool use.

Fence City, the nation's leading provider of aluminum fencing, has been supplying the country with high quality, low cost aluminum fences for more than three decades for both residential and commercial use. Our customer service and years of experience are unmatched in the fence industry. This experience and dedication to perfection help ensure that every fence ordered is the right fence for your application.

Click on a category to the left to view the available fences. Click on the fence thumbnail to expand the image and calculate the cost of the fence.

### 48" 2-rail fence

**\$42.00**  
per section

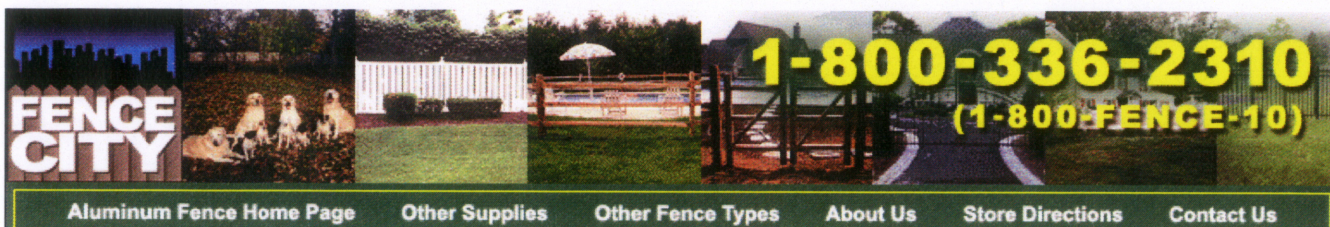
[Click here to learn more](#)

### 54" 3-rail fence

**\$53.50**  
per section

[Click here to learn more](#)



**48" 2-rail fence**

**\$42.00**  
per section

[Click here to learn more](#)

**54" 3-rail fence**

**\$53.50**  
per section

[Click here to learn more](#)

**Delgard Aluminum  
Fences by Grade**

[Residential](#)

[Aero](#)

[Commercial](#)

**Fences by Type**

[Assembled Fence](#)

[Ready-to-Assemble](#)

**Your Shopping Cart**

[View your items](#)

**take an extra  
10% off**

plus **FREE shipping** on  
Delgard assembled fence  
orders over \$3000  
East of the Mississippi



**any questions or  
comments, call  
1-800-336-2310**

**Product Details: Ready-to-Assemble 2-Rail 48" High**

**Choose your fence Height, Color & Quantity**

Select fence height: 48" (\$42.00/section)

Select fence color: Black

Enter total number of sections: 1

[Get Price Now!](#)

[Add Posts/Gates](#)

**Fence Pricing**

Height	Width	Section Price	Post Price
48"	6'	\$42.00	\$17.75

**Gate Pricing\***

Width	Gate Price
36"	\$235.00
48"	\$255.00

**\*Included in gate price:**

- 2 Gate Posts
- 2 Aluminum Self Closing Adjustable Hinges
- "The Protector" Child Safety Latch with key lock

**(Double gates available, call for price)**

Please do not hesitate to call us at **1-800-FENCE-10**. We will be more than happy to help you plan your new aluminum fence project, or simply to help you with any questions you may have.

[Privacy Policy](#) | [Return Policy](#)

© 2004 - 2009 Fence City. All Rights Reserved.

Visit our partner sites: [Fence City](#) and [Closet City](#)





**Ornamental Fences of Distinction**

**1-800-344-2242**

**FENCE DESIGNS**

**PRODUCT FEATURES**

**ABOUT US**

**LITERATURE**

**CONTACT**

**FAQs**

#### Aluminum

##### Industrial

100

200

400

Concord

Ovation

Regency

Accessories

Gates

General Info

Specifications

#### Patriot Ornamental Wire

#### Primrose Arbor

#### Liberty

### FENCE DESIGNS

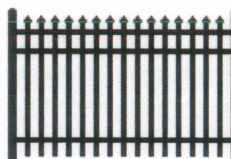
#### Aluminum Fences

**Click on the fences below for more information about Jerith's aluminum fence lines.**

To make it easier to decide which Jerith fence is right for you, we have divided our designs into several categories, based upon their common characteristics.

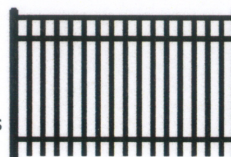
##### ▶ 100 Series

These fences have exposed picket points on the top. These are classic "wrought iron" designs that have been used for over 100 years.



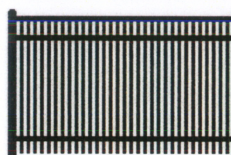
##### ▶ 200 Series

A smooth top rail makes these styles perfect around pools. These are our most popular designs because of this. Their aluminum construction makes them ideal for pool enclosures since they can never rust.



##### ▶ 400 Series

These fences have a narrow 1-5/8" space between the pickets to keep pets inside your yard. The spacing also makes it very difficult for children to obtain a foothold on the fence.



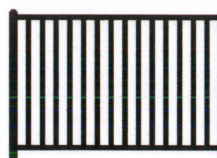
##### ▶ Concord Series

"Old World" wrought iron designs are reproduced with elegant arches connecting the pickets. This style is among our fastest growing, and is unique to Jerith.



##### ▶ Ovation Series

This simple design was specifically created to meet the pool enclosure code drafted by the U.S. Consumer Product Safety Commission. To give this two rail fence the necessary strength, we use larger horizontal rails and pickets.



##### ▶ Regency Series

These sections have larger



components that allow these fences to be 33% stronger than our other Residential sections. This is the *only* series with rings available as an option.

#### ▶ Accessories & Gates

We have a wide [variety](#) of scrolls, finials and other items to accent your Jerith fence. [Gates](#) are also available to match any of our fence designs.

[FENCE DESIGNS](#) [PRODUCT FEATURES](#) [ABOUT US](#) [LITERATURE](#) [CONTACT](#) [FAQS](#) [HOME](#)

Copyright 2005 Jerith Manufacturing Inc



Memorandum

To: Common Council  
From: Greg Keil, CDD  
Date: June 29, 2009  
RE: Outdoor Food and Alcoholic Beverage Service—204 Main Street—Menasha Grill

The outdoor seating area as proposed in the application is located on private property, immediately adjacent to the public sidewalk. The enclosure as shown on the attached photographs is approximately 5 feet wide and 35 feet long including the entryway. The enclosure as shown does not meet the height requirement of 42 inches; however, the owner is having pedestals fabricated to increase the height to that dimension. The sandwich board signage and the awning support shown in the photographs will need to be relocated in order to maintain the required 5 foot minimum clear space for pedestrian traffic.



**City of Menasha**  
**Application for Outdoor Extension of Retail "Class B", Class "B"**  
**And/or "Class C" License**

Date: 6-11-09

Name: Charlie J Cross  
(Individuals/Partners/Registered Name of Corporation/LLC)

If Partnership, Corporation or LLC, list names and addresses of all members

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address of premise 204 Main St.

Description of area for which this outdoor extension is being applied for  
Front Side walk 36 ft. wide X 5 ft. out

Trade Name: Menasha Grill LLC

Business Phone: 722 6873

Please attach the following:

- ☒ \$25 application fee  
☒ Site plan/drawing of the outdoor area  
☐ New ☐ Modified ☒ No Changes from original

All requirements of Section 7-2-17 of City of Menasha Municipal Code have been followed.  
(copy of Section 7-2-17 attached).

I certify that the proposed outdoor extension shall be operated in compliance with the requirements of Section 7-2-17 and maintained as shown on the attached site plan and/or drawing

Signature: [Signature] Signature: \_\_\_\_\_

**TO BE COMPLETED BY CLERK**

Date Received: 6/11/09

Fee Paid: \$25.00

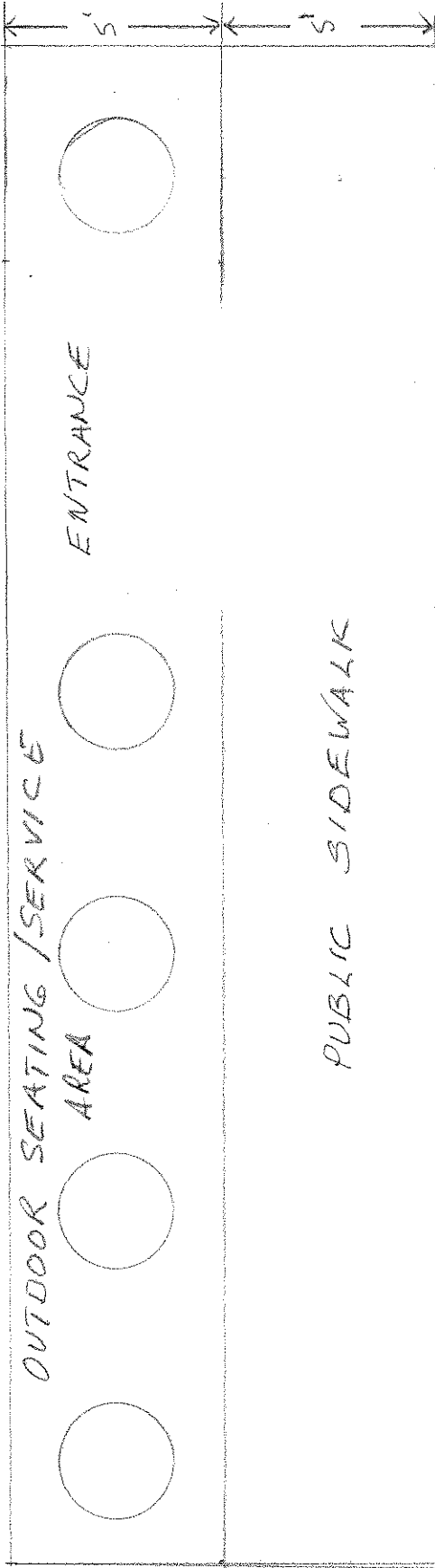
Inspections Completed: \_\_\_\_\_

Date to Council: \_\_\_\_\_



204 MAIN ST.

38'





MENASHA  
GRILL

PUBLIC SIDEWALK



**City of Menasha**  
**Application for Outdoor Extension of Retail "Class B", Class "B"**  
**And/or "Class C" License**

Date: 6/26/09

Name: FRANKY'S OF MENASHA LLC  
(Individuals/Partners/Registered Name of Corporation/LLC)

If Partnership, Corporation of LLC, list names and addresses of all members

FRANK PROSASH 1430 CHATEAU TERRA MENASHA  
PESSY PROSASH

Address of premise 200 MAIN ST

Description of area for which this outdoor extension is being applied for FRONT  
2/3 OF PROPERTY

Trade Name: FRANKY'S

Business Phone: 920 886 0777

Please attach the following: ☒ \$25 application fee  
☒ Site plan/drawing of the outdoor area  
☒ New ☐ Modified ☐ No Changes from original

All requirements of Section 7-2-17 of City of Menasha Municipal Code have been followed.  
(copy of Section 7-2-17 attached).

**I certify that the proposed outdoor extension shall be operated in compliance with the requirements of Section 7-2-17 and maintained as shown on the attached site plan and/or drawing**

Signature: [Signature] Signature: \_\_\_\_\_

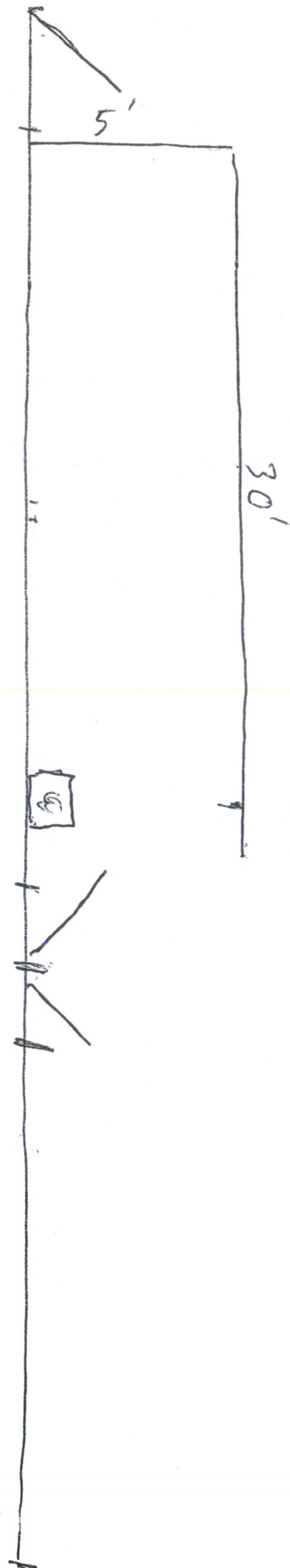
**TO BE COMPLETED BY CLERK**

Date Received: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Inspections Completed: \_\_\_\_\_

Date to Council: \_\_\_\_\_





27.0'

62.0'

35.0'

31.0'

120.0'

200 main

204 main

27.0'

62.0'

35.0'

31.0'

7-17-09

To be placed on next agenda-submitted by Mary Nebel

Draft for adoption:

1. Commission member Attendance:

Commission members are required to inform the authorized party within 48 hours whether they are unable to attend a scheduled meeting. If a quorum is not reached, Commission members will be notified within 24 hours of the scheduled meeting. No notification of non-attendance would qualify as an unexcused absence.

2. Special Meetings:

A special meeting may only be called and held for emergency reasons and should be of an urgent nature where business conducted would constitute a need for approval. We ask that businesses, organizations, and individuals think and plan ahead, have all appropriate and pertinent material to submit to the Commission so that the Commission members are able to make an informed decision requiring any action necessary. The calling of the meeting must state: 1. Who is calling the meeting 2. Time, date and location of the meeting 3. The nature of the business 4. Reason for the urgency

3. Place on the agenda a line item for unexcused members

4. Application deadline:

Consider a cut-off date for approval of Outdoor Food and beverage Permits that fall within Landmarks jurisdiction to be May 31<sup>st</sup> of the year applying and set-up to commence Memorial Day weekend or later. This would facilitate any approvals that need to be granted, any quorums that can't be held because of summer vacations, etc.

**5. Recommendation back to the City Council per direction of July 6, 2009 Council Meeting, Action Item Outdoor Alcoholic Beverage Permit for 204 Main Street, Menasha Grill**

- ❖ It is the recommendation of the Landmarks Commission that this action item have the business listed above follow the procedure set forth in Section 7-2-17 of the Menasha Municipal Code.
- ❖ It is the recommendation of the Landmarks Commission to inform you that they have the ultimate jurisdiction to determine the appropriateness of appearance and esthetic value of any alteration to the exterior premise that causes a physical change in a designated historic district (Community Development: Landmarks Commission: Historic Structures).



Jurisdiction on the items also falls under Menasha Municipal Code:

Sec. 2-4-8 (c)(1)

Sec. 2-4-8 (j)

Sec. 2-4-8 (j)3

Sec. 2-4-8 (j)(4)9