

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, 3rd Floor
140 Main Street, Menasha**

June 14, 2017

5:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the May 10, 2017 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
- F. ACTION ITEMS
 - 1. Selection of 2017 Discover Historic Menasha Photo Contest Winner
 - 2. Election of Officers
 - a. Chairman
 - b. Vice Chairman
- G. DISCUSSION
- H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
 - Five (5) minute time limit for each person
- I. ADJOURNMENT

If you have any questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday

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
140 Main Street, Menasha
May 10, 2017
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:05 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Emilie Steinmann, Kim Massey (5:15PM), and Alderman Collier.

LANDMARKS MEMBERS EXCUSED: Dean Wydeven.

OTHERS PRESENT: Blaine Ott (2312 S. East Street, Appleton), Nicholas Jevne (1334 Mayer Street), and Alderman Grade.

C. MINUTES TO APPROVE

1. **Minutes of the April 12, 2017 Landmarks Commission Meeting**

Motion by Ald. Collier, seconded by Comm. Steinmann, to approve the minutes of the April 12, 2017 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

No one spoke.

E. COMMUNICATIONS

None.

F. ACTION ITEMS

1. **Application for Renovation/Remodel – Awning Replacement – 180 Main Street**

Blaine Ott (representing 180 Main Street) explained to the commission that he is looking to replace brown canvas awnings on the south side of his building (both first and second floor). He proposed installing burgundy or copper colored aluminum standing seam awnings. Mr. Ott obtained quotes as requested during the previous meeting and found that canvas awnings are more expensive, require more maintenance, and have a shorter life than metal awnings. Mr. Ott distributed photos of metal awnings on similar historic buildings and maintained that metal awnings would not detract from the historical character of the building.

Commissioners and Mr. Ott discussed options for the awning replacement. Comm. Grade commented that metal awnings would not have been used in the historic time period of the building's construction, and that he was in favor of replacing the awnings with cloth awnings. Commissioners debated the proposal and options for the awnings.

Motion by Comm. Steinmann, seconded by Ald. Collier, to issue a Certificate of Appropriateness for burgundy or copper colored aluminum standing seam awnings for 180 Main Street with the condition that side caps be installed on the awnings. The motion carried 3-1 with Comm. Grade voting against.

2. **2017 Recognition Plaque Recipient Selection**

PP Englebert explained that the Landmarks Commission awards a recognition plaque each year to a property owner that demonstrates a commitment to historic preservation. Commissioners discussed recent historic preservation projects and candidates for the award. The 2016 recognition award went to Club Liquor and the 2015 award was granted to the WeatherVane.

Motion by Ald. Collier, seconded by Comm. Massey, to award Lemon Loves Lime (192 Main Street), the recognition plaque for 2017. The motion carried.

G. DISCUSSION ITEMS

1. 2016 Recognition Plaque – Status

Comm. Grade gave an update of progress on the design of the 2016 recognition plaque to Club Liquor. He and Nicholas Jevne discovered the building was originally constructed in 1876 by F. W. Webster but took on prominence as a hardware store years later. The plaque will incorporate the original build date as well as the chain of ownership and uses in its foundational years.

2. Landmarks Commission Website

PP Englebert presented the Landmarks Commission web page to the commission. The City of Menasha is currently updating its website and staff is seeking input from the commission regarding items they would like to see on the new site. Commissioners discussed the layout of the site and different ideas to enhance the page. Commissioners would like to see before and after photos of facades that have undergone historical preservation projects.

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

No one spoke.

I. ADJOURNMENT

Motion by Ald. Collier, seconded by Comm. Massey, to adjourn at 6:05PM. The motion carried.

Respectfully submitted by PP Englebert.