

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor**  
**140 Main Street, Menasha**  
April 12, 2017  
MINUTES

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**A. CALL TO ORDER**

Meeting called to order by Chairman Grade at 5:00 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Dean Wydeven, Emilie Steinmann, Kim Massey, and Alderman Spencer.

LANDMARKS MEMBERS EXCUSED: None.

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

**C. MINUTES TO APPROVE**

1. **Minutes of the February 8, 2017 Landmarks Commission Meeting**

Comm. Grade requested a change to the section of the minutes regarding the 2017 Photo Contest by substituting Nicholas Jevne as the individual providing pictures for the entry form. Motion by Comm. Massey, seconded by Ald. Spencer, to approve the minutes of the February 8, 2017 Landmarks Commission meeting as amended. 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**

1. **Wisconsin Landmarks Newsletter**
2. **Press Release and Newspaper Article – WeatherVane Recognition Plaque**

**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. Comm. Wydeven commented that a metal awning would not fit the historical time period of the building architecture. Mr. Ott said that canvas awnings are much more expensive, require more maintenance, and have a shorter life than metal awnings. Mr. Ott informed the commission that if the metal awnings weren't approved he would likely remove the awnings altogether and leave the brown aluminum siding that is underneath exposed.

Commissioners and Mr. Ott proceeded to discuss options for the awning. CDD Buck mentioned that while metal awnings wouldn't fit the historic character of the building, the building would not be structurally altered because the awnings would be removable. Comm. Wydeven understands but still felt that a metal standing seam awning would detract from the building architecture. Comm. Grade said he is not in favor of replacing the awnings above the second floor windows. Commissioners and Mr. Ott are going to research options for alternate awnings and will be discussing the item at a future meeting. No action was taken.

**G. DISCUSSION ITEMS**

1. **2017 Goals and Objectives**

CDD Buck provided an overview of the on-going activities and duties of the Landmarks Commission as well as initiatives the commission has worked on the last few years. He asked the commission to review the work plan and identify or add any goals or objectives the commission wants to pursue. Commissioners indicated they would like to work on updating the Landmarks Commission web page

on the city website, form initiatives for historic preservation in the Tayco Street Corridor, research grant/funding opportunities, and increase community outreach. Staff will be bringing back these items for discussion at future meetings.

2. **2017 Photo Contest**

Comm. Grade distributed the historic photo contest entry form for 2017. PP Englebert informed the Commission that ice cream vouchers have been received from Lemon Loves Lime. The photo contest starts May 1<sup>st</sup> and will run through the month of May. Commissioners discussed the contest and entry form.

3. **Downtown Historic Plaques**

Comm. Grade mentioned he was still working on the plaque for Club Liquor. Commissioners discussed locations of previous plaques and the design of those plaques. CDD Buck suggested plaques could be placed throughout the City of Menasha to recognize residents or businesses that have made historic preservation efforts. Commissioners liked the idea of disbursing plaques and debated different programs for issuing plaques.

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

No one spoke.

**I. ADJOURNMENT**

Motion by Comm. Wydeven, seconded by Comm. Steinmann, to adjourn at 6:43PM. The motion carried.

*Respectfully submitted by PP Englebert.*