

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
Menasha City Center, Room 133
100 Main Street, Menasha**

**June 13, 2018
5:00 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. Minutes of the May 9, 2018 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 / DISCUSSION ITEMS
 - 1. Application for Renovation and Grant Request – 220 Main Street
 - 2. Demolition Request – 12 Tayco Street
 - 3. Selection of 2018 Historic Photo Contest Winner
 - 4. Selection of Photo Contest Gift Certificates
 - 5. 2017 Recognition Plaque Status (Lemon Loves Lime)
 - 6. 2018 Recognition Plaque Recipient Selection
- G. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
 - Five (5) minute time limit for each person
- H. 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
Menasha City Center, Room 133
100 Main Street, Menasha
May 9, 2018
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by CDD Schroeder at 5:00 PM

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Tom Grade, Commissioners Almendarez, Massey, Wydeven, Mueller, and Collier.

OTHERS PRESENT: CDD Sam Schroeder, AP Joe Stephenson, and Blane Ott (180 Main St).

C. MINUTES TO APPROVE

1. Minutes of the April 11, 2018 Landmarks Commission Meeting

Motion by Comm. Collier to approve the minutes of the April 11, 2018 Landmarks Commission meeting, second by Ald. Grade. 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

No public comments made.

E. COMMUNICATIONS

No Communication Items.

F. ACTION / DISCUSSION ITEMS

1. Election of Officers

a. Chairman

CDD Schroeder opened the floor for nominations. Comm. Wydeven nominated Ald. Grade to be the chairman. Comm. Mueller seconded the motion. Ald. Grade nominated Comm. Collier. Nomination was not accepted for a lack of second. Having no other nominations CDD Schroeder closed the nominations.
All Voted Aye.

Ald. Grade took over as Chairman.

b. Vice-Chairman

Ald. Grade opened the floor for nominations. Comm. Mueller nominated Comm. Collier for vice-chairman, seconded by Comm. Wydeven. Having no other nominations, Ald. Grade closed the nominations.
All Voted Aye.

2. Application for Temporary Sign – 445 Broad Street, Menasha

CDD Schroeder gave a brief background of the sign request by Eric Borseth that would allow a sandwich board style sign on the sidewalk outside of 445 Broad Street.

The Commission briefly discussed the signs size and shape.

Comm. Mueller made a motion to approve the temporary sign request for 445 Broad Street, seconded by Comm. Collier. Motion Carried.

3. Application for Grant – Awning – 180 Main Street

CDD Schroeder gave a brief history of the awning request for 180 Main Street. In 2017 the Landmarks Commission approved the certificate of appropriateness to allow the applicant to install these signs. In the Spring of 2018, without having done the work yet the Applicant request a façade grant for these awning. That grant was approved for each façade up to 50% of the cost or \$2,500 whichever is less. Now that the awnings were installed, questions arose to whether what was installed was what was presented and approved.

The owner of the property at 180 Main Street, Blane Ott, addressed the Commission. He informed the Commission that what was installed is a standing seam panel and that the style didn't change; however, due to the manufacturer not providing a warrant unless this specific material was used for wind and snow loads, a slightly different style was used. Mr. Ott stated it was not his intent to cause an issue with the awning.

There was a lengthy discussion by the Commission. The historical accuracy of the awning was discussed. The commission felt the awning was historically accurate and that it was not exactly what was presented but it was close enough to the original plan. In addition the Commission felt that the grant process needed to be updated. So that issues like this do not come up in the future.

Comm. Wydeven motioned to deny the reimbursement of the façade grant for 180 Main Street since what was installed does not match what was presented or approved, seconded by Ald. Grade. Motion fails 2 to 4 (Comm. Massey, Mueller, Collier and Almendarez voting no).

4. Mill Street and Walkway Plaques

General discussion ensued about the plaques at Mill Street and Walkway. No changes were made to the plaques but the weight of the Bank Pillars was added to one of the plaques.

5. Future Plaque Criteria

The Commission discussed the criteria for future plaques: font – Arial Bold, Body Font Size – 18 pt, Title Font Size – 36 pt, Border size – 49 px in normal blend, number of characters – 50 to 70 and to include the following information to be displayed when available: the name of the architect who designed the building, architectural style of the building, and the date the building was built.

6. 2018 Recognition Plaque Recipient Selection

2018 recipient was not selected but all commission members were encouraged to get a list of possible candidates for next month's meeting. In addition the commission was reminded that residential buildings can also be selected for the Historical Award.

7. Update Historic Preservation Month

May is Historical Preservation Month. AP Stephenson distributed flyers to the businesses involved in Historical Preservation Month. They were given a number of sheets to hand out to residents with pictures of historic features in Menasha. Whoever can correctly identify the historic images and features can submit the sheet

to City Hall to receive a free scoop of ice cream from Lemon Loves Lime and option for a downtown spending spree.

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

No public comments made.

H. ADJOURNMENT

Motion to adjourn the meeting at 6:05 was made by Ald. Grade, seconded by Comm. Mueller. Motion carried.

Minutes prepared by AP Stephenson.



**Application for renovation, remodel or signage
project in a Menasha Historical District**

Date: 5/8/2018 Property Address: 220 Main St
Applicant's name: Menasha Group LLC Owner or Renter? Owner
Mailing Address if different than Property Address: P. O. Box 424
City: Plymouth State: WI Zip: 54073
Daytime Phone: 920-893-8700 Evening Phone: 920-980-1631 E-mail: jeff@wreathfactoryonline.com
Description of planned improvement: Tuckpointing and Repair of Facade, Painting and New Awning

Note: Please attach all material lists, material brochures, samples and photos, Ascale drawing is recommended or may be required by the Commission.

List all contractors, sub contractors and material suppliers
Fond Du Lac Tent & Awning - 321 West Scott St. Fond Du Lac, WI 54937
Pyramid Services - 1155 Harold Dr. Menasha, WI 54952

Estimated Total Cost: \$ 4900.00 Estimated Start Date: 6/15/2018 Estimated Completion Date: 6/20/2018



Application for Grant or Loan

Date: 3/22/18 Property Address: 220 Main St. Menasha, WI
Applicant's name: Menasha Group LLC Owner or Renter? OWN
Mailing Address if different than Property Address: P.O. Box 424
City: Plymouth, State: WI Zip: 53073
Daytime Phone: 920-893-8700 Evening Phone: 920-980-1631 E-mail: jeff@wreathfactoryonline.com
Description of planned improvement: Painting, touchpointing, new
Awning

Note: Please attach all available bids, proposals and estimates for the planned improvement including a material lists, material brochures, samples and photos. A scale drawing is recommended or may be required by the Commission.

List all contractors, sub contractors and material suppliers Pyramid Services - 1155 Harold Dr.
Menasha, WI 54952 / Fond Du Lac Tent & Awning - 321 West
Scott

Estimated Total Cost: \$ _____ Estimated Start Date: _____ Estimated Completion Date: _____

Total amount being requested from the Landmarks Commission: \$ _____ Grant or Loan? Grant

Terms and Conditions:

1. The landmarks Commission reserves the right, in its sole discretion, to approve or deny any request for grants or loans, in whole or in part, or to conditional approval and/or payment of said grant or loan upon such terms as it deems appropriate. No grant or denial of any prior requests shall constitute precedent for the grant or denial of any subsequent request.
2. Every request shall comply with the Improvement Grant/Loan Policies stated on the back of this form which are incorporated herein by reference.
3. Payment shall only be made for those improvements approved by the landmarks Commission prior to or contemporaneous with the contribution request.
4. Payment shall only be made upon submission of actual invoices for labor or material and only for work that is performed in compliance with all applicable state, county and municipal code provisions and with required permits. Completion of work shall be verified by the Director of Community Development.



**FOND DU LAC
TENT & AWNING COMPANY**

321 W. SCOTT ST. P.O. BOX 1045
FOND DU LAC, WI 54936-1045

(920) 921-6942 (800) 558-4890 (920) 921-7329

QUOTATION

Quote Number: 3512

Quote Date: Mar 7, 2018

Page: 1

Quoted To:

OTTER CREEK LANDSCAPING
N6625 STATE HWY. 57
P.O. BOX 424
PLYMOUTH, WI 53073

Contact/Fax:

JEFF/MIKE
920-893-5794

Customer ID	Good Thru	Payment Terms	Customer Phone
OTTERCREEK	4/6/18	Net 30 Days	920-893-8700

Quantity	Item	Description	Unit Price	Amount
1.00		Awning recover (Front) @ 220 Main St.; Menasha: 2'6" projection x 5' high x 25'7" wide - Sunbrella Fabric Price includes installation. If you have any questions, please feel free to contact us. Thank you.	2,000.00	2,000.00

Quoted By:

Subtotal	2,000.00
Sales Tax	110.00
Approx. Freight	
TOTAL	\$2,110.00

Pyramid Services

Estimate

1155 Harold Dr.
Menasha, WI 54952
920-203-1808

04-22-2018

WI License 1431560

RE: 220 Main St. Wall repair and painting (front)

#	Item Description	Quantity	Unit price	Total
1	Repair masonry (tuckpointing and patching per hour)	6	65.00	390.00
2	Materials (sand, bonding agents, mortar, brick)	1	130.00	130.00
3	Prep and paint wall (all materials included)	1	1765.00	1765.00
4	Manlift rental (per day)	2	225.00	450.00
5				-
6				-
7				-
8				-
Subtotal				2735.00
Sales Tax (0)				0.00
Total				2735.00

Painting includes an allowance of \$70.00 per gallon. Anything above \$70.00 per gallon will be an additional charge over and above quoted price.

Stone Masons LLC.

PROPOSAL

Stonemasonswork@gmail.com www.Stone-masons.com
W6495 FIRELANE 8. MENASHA WI. 54952 OFFICE: 920-475-1517

PROPOSAL NO.	1089
SHEET NO.	
DATE	4/06/18

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME	THE WRATH FACTORY	ADDRESS	220 MAIN ST.
ADDRESS	220 MAIN ST.	CITY, STATE	MENASHA WI 54952
CITY, STATE	MENASHA WI. 54952	DATE OF PLANS	4/06/18
PHONE NO.	920-886-9989	ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of

Repair work
TO EXISTING brick building at 220 MAIN ST.
Menasha WI Front & Side of building

Quote for labor & materials

• SCISSOR LIFT Rental \$1,455 monthly
Business owner 545 per wk

• ESTIMATE 3 weeks labor grinding
Tuck pointing & blending existing brick work.

• \$500.00 per DAY minimum 2 workers.
NOT TO EXCEED \$7,500.00

• MORIAN Concrete stains & materials \$1,000.00
• \$9,000 labor & materials excluding rental lift

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Nine thousand and 100 Dollars (\$9,000.00)

with payments to be as follows

10% DOWN TO START
Weekly progress payments until complete.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

April 6, 2018

Per Stone Masons LLC.

Stone Masons LLC.

Note - This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

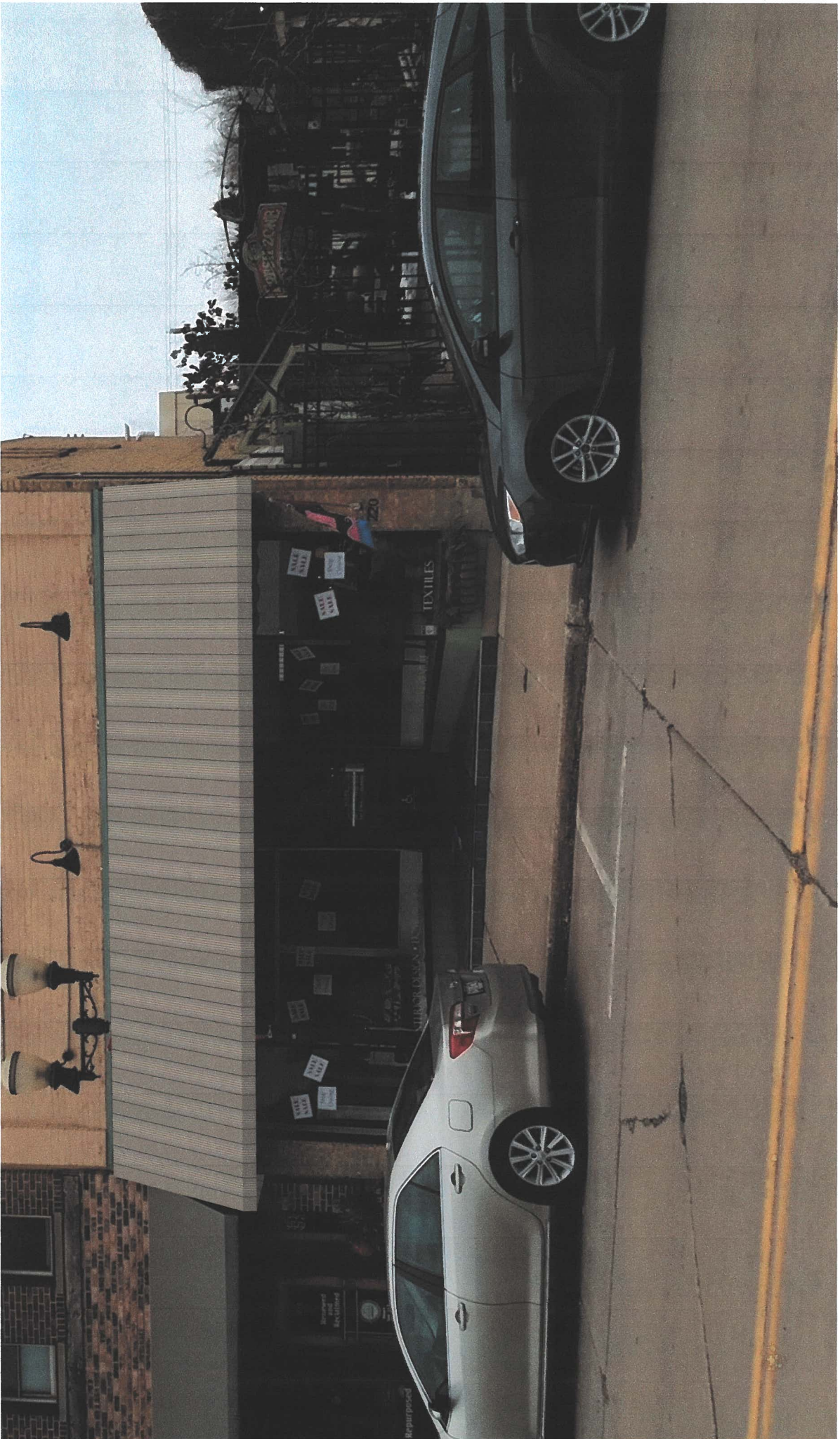
DATE

April 6, 2018

SIGNATURE

Stone Masons LLC.

SIGNATURE





MEMORANDUM

To: Landmarks Commission

From: Tayco Tap LLC (Tony Eikland & Patrick James owners)

Date: June 6, 2018

Re: **RAZE Project 12 Tayco St. Formerly Hungry Bull**

This parcel is located in the Historic District and is physically between Tayco Tap and BNB (Bai's Noodle Bar) Mario's Property. The site is approximately 12 feet wide and has a Quonset Hut building on the lot. As part of the Raze project they are looking for the landmarks commission to approve the Raze of the Building. The Structure is not truly a building but rather a Quonset Hut with failing walls build in 1948. I do not feel this is a historic building but rather Blight on our block.

The attached photos show the condition of the building / Structure.

With the Landmarks commission blessing I can remove this building and in future weeks come forth to the landmarks commission with façade presentations for both 10 Tayco St. (Tayco Tap) and this parcel 12 Tayco st.

Thank you for your time and consideration.


Tony Eikland



Patrick James



www.itsagame.com
CYCLES HAVE
EQUAL RIGHTS





WHY NOT
IN A GARAGE OR
WWW.123456789.COM

CYCLES HAVE
EQUAL RIGHTS

