

CITY OF MENASHA
Landmarks Commission
Menasha City Center, Room 133
100 Main Street, Menasha

April 11, 2018
MINUTES

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, Kate Mueller and Alderman Collier

LANDMARK MEMBERS EXCUSED: Commissioner Kim Massey

OTHER PRESENT: CDD Schroeder, Thomas Almendaree (418 Broad St), Alderman Ted Grade (District 7), and Sandra Dabill-Taylor (545 Broad St)

C. MINUTES TO APPROVE

1. Minutes of the March 14, 2018 Landmarks Commission Meeting

Motion by Ald. Collier to approve the minutes of the March 14, 2018 Landmarks Commission meeting, second by Comm. Wydeven. 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

1. Sandra Dabill-Taylor, 545 Broad St, Menasha. Questioned the use of façade grant monies for assistance with new signage and discussed the interest in the of the previously Broad Street Historical District. *Comm. Grade explained that signage is not eligible for a façade grant and CDD Schroeder confirmed a typo in the previous minutes that the area in question for the Historic District is the intersection of Broad and Appleton Street.*
2. Alderman Ted Grade, District 7, Menasha. Expressed concerns with providing a façade grant for the awning replacement of 180/182 Main Street as it does not blend with the historic aspect of Downtown Menasha.

E. COMMUNICATION

None

F. ACTION/DISCUSSION ITEMS

1. Application for Signage – 198 Main Street – Aunt Esther’s Closet

CDD Schroeder gave a brief overview of the proposed signage by Colleen Flanagan for a new projecting sign for Aunt Esther’s Attic located at 198 Main Street. Said sign meets the code and guideline requirements.

The Commission ensued in discussion over the details of the sign and regulations of the code and guidelines.

Motion by Comm. Mueller to approve the sign as presented for Aunt Esther’s Attic located at 198 Main Street, second by Ald. Collier. The motion carried.

2. Mill Street and Walkway Plaques

CDD Schroeder stated that as previously approved, staff is awaiting the final renderings to send off to the manufacturing company to order said plaques for the Columns on Mill Street and the Walkway.

3. Plaque Criteria

CDD Schroeder explained that the Commission has been in discussion about drafting criteria for future plaques to ensure consistency in Downtown Menasha. Once the Mill Street and Walkway Plaques are finalized, we will use this information to come up with the criteria.

4. Landmarks Commission Website

As an on-going discussion of the Landmarks Commission and creating a vision, the Commission continues to look at ways to develop their webpage within the City webpage that not only is informational and education, but also interactive. The Commission discussed examples of other Municipality websites and how they leverage this tool to meet the purpose of their organizations. Discussion will continue.

5. Historic District Discussion

Comm. Grade gave a brief overview of areas of historical significance in the development of Menasha, existing districts and an area interest, the intersection of Appleton Street and Broad Street. The Commission ensued in discussion regarding the historical significance, the existing structures, and the possibility of creating a new historic district within this area.

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

None

H. ADJOURNMENT

Motion by Comm. Mueller to adjourn at 5:55 PM, second by Ald. Collier. The motion carried.

Minutes prepared by CDD Schroeder.