

CITY OF MENASHA
Landmarks Commission
Menasha City Center, Room 133
100 Main Street, Menasha
May 9, 2018
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.