

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, Personnel 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**

August 12, 2020

5:00PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC HEARING
- D. MINUTES TO APPROVE
 - 1. Minutes of the July 8, 2020 Landmarks Commission Meeting
- E. 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
- F. COMMUNICATIONS
 - 1. None
- G. ACTION / DISCUSSION ITEMS
 - 1. Commercial Mailbox Discussion
 - 2. Landmarks Informational Mailing
 - 3. 212 Main Street Maintenance
 - 4. Historic District Maintenance Discussion
 - 5. Façade Grant Program
- 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
Menasha City Center, Room 133
100 Main Street, Menasha
July 8th, 2020
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:03 PM by Alderperson Tom Grade.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Alderperson Tom Grade, Commissioners Dean Wydeven, Jeff Heimerman and Kim Massey

LANDMARKS MEMBERS EXCUSED: Commissioners Arnie Collier, Thomas Almendarez and Kate Mueller.

OTHERS PRESENT: AP Stephenson, Mayor Merkes, and Nick Jevne (210 Main Street).

C. PUBLIC HEARING

1. Ordinance – Amendment to Title 2 – Government and Administration, Chapter 4, Section 2-4-1(o)(1-4)

PP Stephenson gave an update on the “Building Registration” Ordinance, amendment to Title 2.

D. MINUTES TO APPROVE

1. Minutes of the June 17, 2020 Landmarks Commission Meeting

Comm. Wydeven made a motion to approve the Landmarks Commission Meeting of June 17th, 2020. The motion was seconded by Comm. Massey. The motion carried.

E. 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

None

F. COMMUNICATIONS

1. None

G. ACTION / DISCUSSION ITEMS

1. Ordinance – Amendment to Title 2 – Government and Administration, Chapter 4, Section 2-4-1(o)(1-4) (Vacant Building Registration)

A motion was made by Comm. Massey to approve the ordinance with minor changes proposed from the City Attorney. The motion was seconded by Comm. Wydeven. The motion carried.

2. 212 Main Street Property Condition

The Landmarks Commission entered into a conversation about 212 Main Street with the following items being discussed:

1. The condition of 212 Main Street.
2. The effect of the building on its neighbors.

No action was taken at this time.

3. 1 Main Street – Brin Development Signage

PP Stephenson gave an update on a sign for the Brin Development that could potentially be considered as a Landmark sign.

The Landmarks Commission expressed their interest in the sign and would like to see further plans.

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

Five (5) minute time limit for each person

None.

I. ADJOURNMENT

A motion was made by Comm. Wydeven to adjourn the meeting at 5:32 PM. The motion was seconded by Comm. Heimerman. The motion carried.

Minutes prepared by PP Stephenson.