

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor
140 Main Street, Menasha
February 10, 2016
DRAFT MINUTES

4:30PM – Public Hearing Regarding the Proposed Changes to the Historic District with Designation of Historic Structures

Chairman Grade opened the public hearing at 4:32PM.

AP Englebert gave an overview of the proposed changes to the designation of historic structures. Brenda Jones (2 Tayco Street) stated that there are benefits and drawbacks to owners of buildings located in a historic district. She asked if the designation would force her to install building improvements. Bob Stevens (360 First St) inquired as to how the historic district regulations fit into the City of Menasha's long term plan and implored the Commission to consider the structural integrity of the historic buildings they're proposing to designate.

Chairman Grade closed the public hearing at 4:57PM.

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 5:05 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Alderman Spencer, Commissioners Paul Brunette, Samantha Zinth, Tom Grade, Shellie Caudill, and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, AP Englebert, Mario Nunez (14 Tayco St), Brenda Jones (2 Tayco St), Bob Stevens (360 First St), Doris Szymanski (234 Main St), Steven Szymanski (56 Racine St), Bruce Heisel (12 Tayco St), and Brenda Heisel (12 Tayco St).

C. MINUTES TO APPROVE

1. **Minutes of the January 13, 2016 Landmarks Commission Meeting**

Motion by Ald. Spencer, seconded by Comm. Brunette to approve the minutes of the January 13, 2016 Landmarks Commission Meeting. 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.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **Proposed Changes to the Designation of Historic Structures**

Commissioners discussed the following:

- Process for historic district designation
- The architectural features of buildings within the proposed districts
- Façade Improvements fund eligibility for walkways and pedestrian areas within the proposal
- Pros and cons of designating the proposed districts

2. **2016 Photo Contest**

Commissioners discussed the annual Landmarks Commission photo contest. Tom Grade suggested limiting the number of photos in order to find architectural features that haven't been used in the past

and to make the contest easier for participants. Shellie Caudill proposed giving gift certificates for ice cream cones to each participant that completes the contest as well as a grand prize to the winner.

3. Preservation Easements

CDD Keil introduced the concept of preservation easements to the Commission. Commissioners discussed the following:

- Pros and cons of preservation easements for façade preservation projects
- The possibility of purchasing façades from property owners
- Funding for future façade renovations
- The use of preservation easements in other communities

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

None.

I. ADJOURNMENT

Motion by Ald. Spencer, seconded by Comm. Wydeven to adjourn at 6:02PM. The motion carried.

Respectfully submitted by AP Englebert.