

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, City Hall – 140 Main Street**  
March 10, 2010  
**MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Chairman Joe Weidert at 4:35 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Joe Weidert, Tom Grade, Bernie Zimmerman, Charlie Cross, Kristi Lynch and Alderman Mike Taylor

LANDMARKS MEMBERS EXCUSED: Commissioner Mary Nebel

OTHERS PRESENT: CDD Keil and Mike Prokash

**C. MINUTES TO APPROVE**

1. **Minutes of the February 10, 2010 Landmarks Commission Meeting**

Moved by Ald. Taylor, seconded by Comm. Zimmerman to approve the minutes of the February 10, 2010 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**

1. No one spoke

**E. ACTION ITEMS**

1. **Façade Alteration Concept – Front and Rear 200 Main Street – Franky's**

Mike Prokash presented proposals to alter the front and rear facades of the building: In the front, the proposal is to remove the existing awning and replace it with smaller awnings covering about a third of the front façade and the doorway on the east side of the building. The transom area will be exposed as a result of removing the awning. The tentative plan is to maintain the glass block in the eastern third of the transom area, and to apply embossed tin sheeting in the remainder of the transom.

In the rear of the building, the proposal is to repair the existing awnings, remove the existing lighted sign enclosure, and reconstruct the exterior stairwell to the basement. The stairwell enclosure is to be sided with cement board siding and the parapet walls are to extend above the HVAC units on the top of the roof of the existing stairwell enclosure.

Commissioners discussed the composition of the front transom areas and the colors to be applied to the new exterior wall finishes.

Motion by Ald. Taylor, seconded by Comm. Lynch to approve the proposed alterations as presented, with the exception of the materials and composition of the front transom area, and subject to utilization of color of wall finishes to be selected from the approved color palette for both front and rear alterations.

The motion carried. Mr. Prokash is to obtain the approved color pallet from Greg Keil and is to present a plan for the front transom area at a future meeting. The black cherry color of the new awning was accepted by the Commission.

2. **Review of Proposed Façade Alterations – 186 Main Street**

Commissioners reviewed the image depicting the proposed alterations and were favorably impressed by the design.

Motion by Comm. Cross, seconded by Comm. Zimmerman to approve the proposed alteration with the understanding that the area below the transom window is to be the same color as the existing building spires.

The motion carried.

## **F. DISCUSSION ITEMS**

### **1. 2010 Projects**

Commissioners endorsed the following projects for 2010:

- Completion & Distribution of the Landmarks Commission Guidebook
- Update/revise the Landmarks Commission Web Page
- Complete Project Tracking Files
- Facilitate Individual Landmarks Designation Requests
- Develop Recognition Awards for Completed Façade Renovation Projects
- Explore Identification Signage/Icons for the Downtown/Historic District

### **2. Landmarks Commission Guidebook Development**

Chairman Weidert distributed a near-final draft of the Landmarks Commission Guidebook. A section was added on the façade improvement grant and loan program. Quotes will be sought for printing the guidebook.

### **3. Façade Improvement Program Grant/Loan Balance**

The balance remained the same at approximately \$21,000.

### **4. Wisconsin Historic Preservation Month Plan/Activities**

Commissioners discussed past efforts to coordinate activities with the Menasha Historical Society. The consensus was to grant recognition to significant façade improvement projects during Preservation Month.

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

1. No one spoke

## **H. ADJOURNMENT**

Moved by Ald. Taylor, seconded by Comm. Cross to adjourn at 5:31 PM.

The motion carried.

*Respectfully submitted by Greg Keil, CDD.*