

It is expected that a Quorum of the Board of Public Works, Park Board, Administration 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  
SPECIAL LANDMARKS COMMISSION  
Council Chambers  
140 Main Street, Menasha**

**October 28, 2013**

**5:45 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the October 9, 2013 Landmarks Commission Meeting](#)
- D. 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
- E. COMMUNICATIONS
  - 1. None
- F. ACTION ITEMS
  - 1. Sign Application – 230 Main Street – Vix En Torr
- G. DISCUSSION
  - 1. None
- H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
  - Five (5) minute time limit for each person
- I. ADJOURNMENT

*If you are not able to attend this meeting, please contact the Community Development Department no later than the Monday prior to the meeting.*

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**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
October 9, 2013  
DRAFT MINUTES

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**A. CALL TO ORDER**

Meeting called to order by Comm. Grade at 4:35 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan (arrived at 4:53 PM), Commissioners Tom Grade, Paul Brunette, Kristi Lynch and James Taylor (arrived at 4:43 PM)

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Docter

LANDMARKS MEMBERS ABSENT:

OTHERS PRESENT: PP Homan, Kirby D. Bonnin and Daryl Asmus, 206 Club.

**C. MINUTES TO APPROVE**

1. **Minutes of the August 28, 2013 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Comm. Lynch to approve the August 28, 2013 Landmarks Commission meeting minutes.

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. COMMUNICATIONS**

1. None

**F. ACTION ITEMS**

1. **Application for Façade Improvement Grant – 64 Racine Street – 206 Club**

Mr. Bonnin and Mr. Asmus, representatives of 206 Club, provided an overview of their proposed improvements, which include new windows and door facing Racine Street, and a rear porch overhand.

PP Homan indicated that only the windows and door are eligible for the Façade Improvement Grant. In addition, the proposed rear porch does not require approval from the Landmarks Commission as the building is not located in the historic district. It will require a building permit and must comply with all zoning provisions applicable to the site.

Commissioners discussed the proposed windows and door, and their desire for more information pertaining to their specifications and coloring.

Motion by Comm. Brunette to hold action on this item until submission of specification sheets and proposed colors for the windows and door; seconded by Comm. Lynch.

The motion carries.

**G. DISCUSSION ITEMS**

1. **Façade Design Concepts – 234 Main Street – Club Liquor**

Commissioners reviewed and discussed conceptual renderings of potential improvements to the Club Liquor facade, with relation to historic district standards.

PP Homan indicated she would look into signage and other city code requirements to ensure the concept is code compliant.

2. **Bridge Tower Museum Update**

PP Homan provided an updated regarding the video, installation of equipment and signage required to open the museum. PP Homan suggested the official opening be set for the opening of boat season next spring.

Commissioners were in agreement regarding the new opening date.

Comm. Taylor noted that missing roof tiles and a broken window should be looked into.

3. **Future Projects**

Comm. Taylor requested the Broad Street Pocket Park be added as a standing discussion item.

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

1. No one spoke.

**I. ADJOURNMENT**

Moved by Comm. Lynch, seconded by Comm. Brunette to adjourn at 5:35 PM.

The motion carried.

*Respectfully submitted by PP Homan.*