

**LANDMARKS COMMISSION**  
**March 24, 2016**

**LAN20160324-1**  
**UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, March 24, 2016 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2.

The meeting was called to order by Chairperson Judy Jepsen at 7:10 p.m.

Roll Call: Present - Judy Jepsen, Tomi Fay Forbes, Tom Kubala, James Pape

Excused - Council Member Patricia Thome, Doug Yip

Also Present - City Planner Jon Censky

**STATEMENT OF PUBLIC NOTICE**

Chairperson Jepsen acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

**APPROVAL OF MINUTES**

Motion made by Tomi Fay Forbes, seconded by Judy Jepsen, to approve the minutes of the March 10, 2016 meeting. Motion carried without a negative vote with Council Member Thome and Doug Yip excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**NEW BUSINESS**

**Review and Recommend Certificate of Appropriateness for Architectural Changes to the “Cedarburg History Center” Located at N58 W6194 Columbia Road; and Action Thereon.**

Don Stauss explained that the exterior signage will be added, the storefront columns will be painted to match the metalwork, and there will be changes to the windows on the building to the east. The new hanging sign will be the same design as the one formerly on the building when it was the Partnership Bank. The Bank took their sign to their new location, so another one will be made. The colors match those on the Cedarburg Cultural Center sign because the building is affiliated with the Cultural Center. It will house the Chamber of Commerce, the Visitor’s Center and the General Store Museum.

The double-hung windows on the eastern end of the building, facing the street, will be removed, the opening lowered, a header installed, and the windows will be replaced with plate glass windows, more in keeping with the storefront façade, and permitting additional light to enter the building.

Tom Kubala made a motion to accept the design as proposed. Tomi Fay seconded the motion. Motion carried without a negative vote with Council Member Thome and Doug Yip excused.

**Continued Discussion on Formulating a Plan to Identify and Document Cedarburg's Historic Structures.**

Planner Censky informed the Commission that the architect has backed out of the St. Francis project.

Jim Pape suggested that we document the stone houses of the City. It was suggested that Planner Censky bring a map to the meeting so stone houses can be marked. Also, Planner Censky suggested he bring old photos and maps he has to help the Commission determine which houses are most important to consider.

Judy Jepson asked how a street is documented that has a mix of newer and older houses, some of the older houses may be worthy of considering as a district. Tom Kubala stated that the descriptions of some of the buildings were brief when the survey was done in Cedarburg by professionals.

**ADJOURNMENT**

A motion was made by Tom Kubala, seconded by Jim Pape, to adjourn the meeting at 7:37 p.m. Motion carried without a negative vote with Council Member Thome and Doug Yip excused.

Tomi Fay Forbes  
Secretary

adk