

**LANDMARKS COMMISSION**  
**March 12, 2020**

**LAN20200312-1**  
**UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, March 12, 2020 at Cedarburg City Hall, W63N645 Washington Avenue, lower level, room 1.

The meeting was called to order by Chairperson Judy Jepson at 7:00 p.m.

Roll Call: Present – Judy Jepson, Tomi Fay Forbes, Tom Kubala, Robert Ross,  
Council Member Garan Chivinski

Excused – James Pape, Jeffrey Ellmaker, Doug Yip (alt.)

Also Present – City Planner Jon Censky, Council Member Jack Arnett

**STATEMENT OF PUBLIC NOTICE**

Chairperson Jepson 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 Council Member Garan Chivinski and seconded by Commissioner Forbes to approve the minutes of the February 27, 2020 meeting. Motion carried without a negative vote with Commissioners Pape and Ellmaker excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**REGULAR BUSINESS**

**Resubmission of Sign Plan Approval of the Cedarburg Community Message Board/Sign Located in the Open Area South of W62N582 Washington Avenue; and Action Thereon.**

Petitioner Rodd Casperson from Signarama detailed the changes to the sign as requested by the Landmarks Commission during their February 13, 2020 meeting. As a result of these changes, the arrow at the bottom of the sign is now smaller; the frame is now made of wood rather than metal, with metal brackets supporting the corners; the wording “Fall in Love” on top of the sign was changed to “Community Events” in a smaller font. The background color of the sign will be similar to other recent Cedarburg signage.

Planner Censky stated that the way the sign is designed meets the city standards for interior lit signage. Commissioners can view this in the same way they view a message board. Petitioner Casperson explained that the lighting will be in a cabinet with LED bulbs, so there should be no burnout issues. The face of the sign is solid metal that will block light except where the lettering allows the lighting to shine through. Petitioner Levy added that the sign, paid for by the Cedarburg Preservation Fund, benefits the entire city and it is considered a community service sign. The Chamber of Commerce Director Maggie Dobson added that a vandal cover is probably a good idea to prevent any creative rewording of messages.

**Action:**

Commissioner Kubala moved to approve the sign with the proposed changes and Council Member Chivinski seconded the motion. Motion carried without a negative vote with Commissioners Pape and Ellmaker excused.

**Discuss Verbiage for the Recognition Plaque for the Retirement of Wisconsin State Preservation Officer Joe DeRose and Discuss Recognition Meeting; and Action Thereon.**

Planner Censky presented possible wording for the plaque. After Commissioners made a few grammatical adjustments, Planner Censky stated he would email Commissioners the revised wording for their review. This wording will then be etched onto a black plaque and inserted into a frame. Planner Censky will check with City Hall for room availability on either a Wednesday or Thursday evening in May to host a presentation by Mr. DeRose.

**ADJOURNMENT**

A motion was made by Council Member Chivinski and seconded by Commissioner Kubala to adjourn the meeting at 7:26 p.m. Motion carried without a negative vote with Commissioners Pape and Ellmaker excused.

Tomi Fay Forbes  
Secretary

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