

**LANDMARKS COMMISSION**  
**August 24, 2023**

**LAN20230824-1**  
**UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, August 24, 2023 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, Room 1.

The meeting was called to order by Chairperson Tom Kubala at 8:30 a.m.

Roll Call: Present – Chairperson Tom Kubala, Vice Chairperson James Pape,  
Council Member Patricia Thome, Tomi Fay Forbes

Excused – Elizabeth Krimmel, Doug Yip

Also Present – City Planner Jon Censky

**STATEMENT OF PUBLIC NOTICE**

Chairperson Kubala 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 Thome, seconded by Commissioner Pape, to approve the minutes of the July 27, 2023 meeting. Motion carried without a negative vote with Commissioners Krimmel and Yip excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**REGULAR BUSINESS**

**Applicant is Requesting to Revise the Wintertime Door Enclosure to be Extended North Along the Front of the Stilt House Building at W62N630 Washington Avenue, and Action Thereon.**

Gordon Goggin represented the Stilt House. He stated the restaurant uses the clear vinyl frame seasonally, from November through March. About every six weeks during the winter the door sustains damage from the west wind where the frame bends, the hinge comes off, etc. He is requesting that the frame be extended another 32 inches toward the west (towards the sidewalk) so the door can open to the south rather than to the west. Because the steps run parallel to Washington Avenue, the door must extend so patrons can access the steps. The distance from the building to the sidewalk is ten feet.

Planner Censky stated that the approval should be subject to police and engineering review for safety regarding sidewalk safety for pedestrians.

Motion made by Council Member Thome, seconded by James Pape, to accept the proposal as described. Motion carried without a negative vote with Commissioners Krimmel and Yip excused.

**Consider Approval of Replacement Lights for Along the Top of all Downtown Buildings, and Action Thereon**

This item should be listed as a discussion, not an agenda item that requires approval.

City Administrator Hilvo stated that the program to outline the rooflines of the downtown commercial buildings began in 1999. At first the Cedarburg Cultural Center was involved in the program, then Festivals, then Parks and Recreation, and now responsibility for the program has been moved to the Chamber of Commerce, under Director Maggie Dobson. The City wants to retain the warm look the lights offer to the community. Not every building owner has agreed to have lights on their building, but many have. The lights are stapled in place. Annually crews are sent out to replace old and drooping lights. There is \$30,000 in a Capital fund from Tourism Promotion and Development created by room taxes.

Brett Benson represented Gemstone Lighting, a company that sells an LED track lighting system. The system is being considered because it would be more permanent and easier to maintain. There are over 140 different colors of tracks, so the tracks can be matched to the paint color in the cornice of the building. The work carries a 3-year warranty, with a 5-year warranty on the track. The track sections are 9' long with the lights spaced about 9" apart. If a light fails, an entire track section would need to be replaced. The cost of the program is about \$28/linear foot. The lights are RGBWW, having a capability for warm white, which is most appealing for downtown. The lighting system can be controlled for many different configurations and colors. The system is cloud-based, so it can be remotely controlled from any location. It is agreed that one person would control all the lights so they are consistent throughout the downtown. Each building would have a transformer box mounted to the building. The box cannot be more than 65 feet from an outlet. There was discussion regarding the appearance of the lit "Gemstone" sign on the box.

Concerns expressed by Commissioners Kubala and Pape involve how the track is mounted to the building. There are a wide variety of rooflines downtown. How would these lights be mounted appropriately to all the rooflines without competing with the intended design of each cornice? There are a couple buildings where the brick extends all the way to the roof, without an eave.

Commissioner Kubala asked if Gemstone would be willing to submit the plan for installing the track on each individual building downtown for approval.

**ADJOURNMENT**

Motion made by Commissioner Pape, seconded by Council Member Thome, to adjourn the meeting at 9:32 a.m.

Tomi Fay Forbes  
Secretary

adk