

**Landmarks Commission  
September 28, 2023**

**LAN20230928-1  
UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, September 28, 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 am.

Roll Call: Present – James Pape, Tom Kubala, Elizabeth Krimmel, Doug Yip,  
Council Member Patricia Thome

Also Present – City Planner Jon Censky, The Gem Shop, Jett Vance

**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 Krimmel, to approve the minutes of the September 14, 2023 meeting. Motion carried without a negative vote.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – None

**REGULAR BUSINESS**

**Barber in the Burg is Requesting Approval of a Sign plan Located at W64N707 Washington Avenue, and Action Thereon**

The applicant provided her signage plans consisting of a typical red, white, and blue barber pole to be hung next to their door, a sandwich board with a directional sign attached and a temporary banner. Planner Censky advised that these signs all are Code compliant. The temporary banner, however, is only permitted no more than 3 times per year. The applicant advised that she would work with the Building Inspector on when she is allowed to install it.

Motion made by Commissioner Krimmel to approve the signage. The motion was seconded by Commissioner Yip and carried without a negative vote.

The Gem Shop is Requesting to Replace the Existing Roof Located at W64N723 Washington Avenue; and Action Thereon

The Commission questioned if there is metal trim that will be installed and if it was over the coping at the top of the wall or anywhere else. Commissioner Pape asked whether the coping at the top of the brick wall will remain. The Gem Shop owner explained the roof has walls that are above the roof line along the sides like a rubber roof juncture that goes up the wall and then there is a metal strip you cannot see.

Motion was made by Commissioner Pape to approve the replacement roof. The motion was seconded by Commissioner Yip and carried without a negative vote.

**Jett Vance Salon is Requesting to Replace the Existing Wood Siding with Hardi-Board Siding at W61N521 Washington Avenue; and Action Thereon**

The applicant is seeking approval to update the siding and windows of Jett Vance Salon. Mr. Vance was unaware that this property was considered a historical building when it was purchased because no historic designation deed was included with the information he received when he purchased the property. Commissioners then explained that the City had established the Historic District back in 1986 and that his Realtor should have provided that information to him at the time of purchase.

The Landmark Commission then suggested that the applicant go to the Ozaukee County Historical Center to search for old photos of his building to help guide the restoration of the building while updating it to respect the historic nature of the downtown area. Commissioners then suggested the applicant hire an architect with a background in historical buildings restoration.

**ADJOURNMENT**

Motion made by Commissioner Yip, seconded by Council Member Thome, to adjourn the meeting at 8:47 am. Motion carried without a negative vote.

Theresa Hanaman  
Administrative Assistant