

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, July 25, 2024 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, Tomi Fay Forbes, Elizabeth Krimmel, Doug Yip

Excused – Common Council Member Kristin Burkart

Also Present – City Planner Mary Censky, Building Inspector Jeff Thoma, Megan Hanusa, Rachel Arroyo, Sid Prom, Adam Voltz, Jeffrey Stoeger

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 Commissioner Yip and seconded by Commissioner Krimmel to approve the minutes of the July 11, 2024 meeting. Motion carried without a negative vote. Council Member Burkart excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – none

REGULAR BUSINESS

Business tenant Megan Hanusa, d/b/a Cedarburg Toy Company, requests approval to replace the existing projecting/hanging sign display panel with a new display panel on the building located at W62 N583 Washington Avenue.

Megan Hanusa is proposing a sign that will be placed in the same bracket as the former sign. It is a bit smaller. The logo will be 3D printed so the lettering is raised. The letters are colored, the background is beige. There is no lighting, and the sign complies with city sign ordinances.

Commissioner Yip made a motion to approve the sign as presented. Commissioner Krimmel seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Business tenant Rachel Arroyo d/b/a Cedarburg Threads, requests approval for vinyl window signs on the front and rear facing windows of the building located at W62 N585 Washington Avenue. The property owner is Fletcher Holdings LLC.

The sign proposed by Rachel Arroyo is code compliant except for the listing of days and hours of operation, which exceed the area window signage can consume. However, in Planner Censky's experience, it is a matter of practice to permit up to 18 square inches of additional space for hours of operation. The posted hours are deemed to be informational, not advertising. Chairperson Kubala stated that this is a good example of window signage for the Historical District.

Commissioner Pape made a motion to approve the sign as presented. Commissioner Yip seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Business tenant Jewelry Works, in c/o sign provider CKC Graphics and Signs, requests approval to replace their existing projecting/hanging sign with a new display panel on the south facade (facing Washington Avenue) of the building located at 706 Washington Avenue

Jewelry Works did not have a representative present at the meeting. The proposed sign meets code.

Commissioner Yip made a motion to approve the sign as presented. Commissioner Pape seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Property owner Paradise Properties Cedarburg LLC, in c/o Sid Prom, requests approval to remove the chimney and replace the existing asphalt shingles on his building located at W61 N512 Washington Avenue.

Sid Prom stated that the roof was replaced soon after he acquired the building about 15 years ago, and now some of the shingles are failing. At that time, the roofers did some repair work on the chimney, tuck pointing it and flashing it. At this point, the area around the chimney is deteriorated and leaks into the building, marking the surrounding ceilings, when there is hard rain at a particular angle. Further, the chimney is no longer being used, and you can barely see the chimney from the street.

Commissioner Krimmel stated that every historic piece you remove from the city makes it just a bit less historic. Chairperson Kubala stated that he would like to preserve the chimneys in the town, it helps to establish the feeling evoked of the city. (This chimney has some nice brick detailing.) Inspector Thoma stated that, from the photo, it looks like the chimney was poorly flashed. Roofers generally flash around a chimney, but they are not skilled at preserving chimneys. Chairperson Kubala stated that he would not let a roofing company rebuild the chimney, you need a mason. It needs to be properly flashed and tightened. Mr. Prom asked if there are funds to help with the additional expense of retaining the chimney. Planner Censky said there may be. Commissioner Yip encouraged Mr. Prom to tap into grant money.

Commissioner Krimmel made a motion to accept the roofing as proposed – the Timberline HDZ in Golden Harvest. Commissioner Yip seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Chairperson Kubala made a motion to reject the proposed removal of the brick chimney. Commissioner Pape seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Architect Adam Voltz (The Kubala Washatko Architects, Inc.) on behalf of property owners Eric and Jackie Fix (Fix Investments LLC), requests review and approval of the exterior siding material and street facing exterior elevation plan, in support of their recently, conditionally approved rehabilitation project located at W62 N596 Washington Avenue.

Chairperson Kubala recused from this discussion. Mr. Voltz stated that the plans have been submitted to the Department of the Interior for approval, a response has not yet been received. Cedarburg's Landmarks Commission relies on photographic evidence to guide decision-making and requires building owners, when making changes, to rely on that information. SHPO (the State Historic Preservation Office) does not hold as high a standard when evaluating grant requests. Before the Landmarks Commission recently met with Jason Tish, we assumed SHPO's standards were as high, or higher, than Cedarburg's. That is not the case. Commissioner Krimmel stated that if Cedarburg's standards are stricter than SHPO we are doing something right! When Mr. Voltz last met with the Commission, he was told that if SHPO accepts the proposal, Landmarks Commission will.

Commissioner Pape would like to see restoration to a center entrance, per old photographs. He stated that if we have historical photographic evidence, we should stay with that, though that presents a hardship for access to the upstairs apartment. SHPO does not require restoring the central door. The difficulty is that the tenant of the upstairs apartment uses the same entrance as

the business, then there are additional interior doors which open to the business or the apartment. That way, the business is secure from the apartment's resident. To move the door to the center, as it was originally, leaves the business accessible to the tenant at all times. The property easement does not allow the door to be placed at the south side of the building. For the tenant's door to be moved to the back of the building, the interior stairway would need to be relocated. Commissioner Krimmel felt the windows look very modern. Commissioner Forbes stated that usually storefronts had a center door and large, plate glass windows with iron frames on either side of the door. Putting the door to one side changes the scale of the windows.

The good news is that Eric Fix tore off the vinyl siding and the cedar siding underneath is in generally good shape to preserve. Rotted areas can be repaired.

Commissioner Krimmer made a motion to approve the façade as it is approved by SHPO, including retaining and repairing the original cedar siding. Commissioner Forbes seconded the motion. The motion carried with a vote in opposition from Commissioner Pape and Council Member Burkhart excused.

Business tenant Jeffrey Stoeger, d/b/a Cold Country Vines and Wines LLC, requests approval of their revised front window signage proposed for the building located at W61 N517 Washington Avenue.

Joffrey Stoeger asked that the proposed window decals, reduced in size from the former application, be approved.

Commissioner Krimmel made a motion to accept the new signage as proposed. Commissioner Yip seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

Mr. Stoeger asked about a large free-standing sign located between his building and the next one to the south. He would like to indicate that the lot between the buildings is available for parking for his business. Inspector Thoma will check the code, but given that the city does allow free-standing signs, and that the sign has been there for 75 years, it should not be an issue to use that frame and apply for approval of new signage.

Review, discussion and feedback to Staff, Economic Development Board, and others regarding the regulation of temporary signs and related temporary sign permit fees in the Historic Preservation Overlay District.

Discussion centered around banners. In the past few years some banners were left up for long periods of time. Inspector Thoma is trying to follow up with those business owners. City code permits banners to be posted by a downtown business up to three times a year, for 30 days each time, no more than 18 square feet in size, of a flexible material, and for a fee of \$20 per month. The banners do not require Landmarks approval. The Economic Development Committee will discuss this issue at their next meeting.

Commissioner Krimmel brought up the creation of a Landmarks handbook, based on information presented at the last meeting with Jason Tish. Planner Censky states that at present we are not in compliance with the SHPO as a CLG – Certified Local Government - because the Plan Commission has the final word. In order to be in compliance, the Landmarks Commission needs to have the final word on projects. The consequence is that we lose our funding through the state if we are not in compliance, we would be decertified. That needs to be resolved first.

Commissioner Yip made a motion that businesses should follow the code as it is written. If there is a code, it should be followed. Commissioner Forbes seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

ADJOURNMENT

A motion was made by Commissioner Yip, seconded by Commissioner Krimmel, to adjourn the meeting at 9:55 a.m.

Tomi Fay Forbes

Secretary