

**LANDMARKS COMMISSION**  
**February 13, 2025**

**LAN20250213-1**  
**UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, February 13, 2025 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, Room 1.

The meeting was called to order by Chairperson Tom Kubala at 8:32 a.m.

Roll Call: Present – Chairperson Tom Kubala, Vice Chairperson James Pape,  
Council Member Kristin Burkart, Tomi Fay Forbes, Elizabeth Krimmel

Excused – Doug Yip

Also Present – City Planner Mary Censky, Building Inspector Jeff Thoma,  
Mayor Pat Thome, visitor Erin Puro, Plan Commissioner Adam Voltz

**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 Burkart and seconded by Commissioner Krimmel to approve the minutes of the December 12, 2024 meeting. Motion carried without a negative vote. Doug Yip excused.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** – NONE

**REGULAR BUSINESS**

**REVIEW, DISCUSSION AND POSSIBLE RECOMMENDATION WHETHER THE CITY SHOULD PURSUE THE OPPORTUNITY TO REMOVE THE MODERN GABLE ADDITION ON THE FRONT FAÇADE OF THE HISTORIC GYMNASIUM BUILDING LOCATED AT W63 N641 WASHINGTON AVENUE AND RESTORE THE ORIGINAL FAÇADE (WHICH APPEARS TO BE FAIRLY WELL PRESERVED BEHIND THE MODERN GABLE). THIS PROPERTY IS ZONED I-1 INSTITUTIONAL AND PUBLIC SERVICE DISTRICT WITH HPD HISTORIC PRESERVATION DISTRICT OVERLAY. THIS BUILDING IS CLASSIFIED AS “NONCONTRIBUTING” WITHIN THE WASHINGTON AVENUE HISTORIC PRESERVATION DISTRICT.**

The gym was erected in 1938 as a WPA Project under President Roosevelt. In perhaps the 1970s Mayor Stephen Fisher was impressed by the historic colonial architecture of Williamsburg and brought that influence to Cedarburg. Building Inspector Thoma had a roofing products business that works with municipalities to complete an analysis on the roofs of a couple of the city buildings. The conclusion is that the flat roof on the gym needs to be replaced. In the process, they cut a hole to access the interior of the colonial façade and found that the original façade is in good condition.

Commission appreciates the mindset of not damaging the original materials as much as possible. The deck is in good shape. The round window may need some attention. There are a few places in the Indiana limestone where bolts were adhered, that can be repaired. The roof in that area will be replaced.

If the City is to proceed with the removal, the current handrails on the steps will be replaced. Commissioner Pape stated, “We should take it back when we have the chance.” Council Member Burkart stated that we are spending money anyway to replace the roof, it is a good time while the building is receiving care. Commissioner Krimmel feels restoring the façade will add to the streetscape. Chairperson Kubala called it “a gem waiting to be unsheathed.” Commissioner Forbes stated her husband likes the porch to get out of the rain. Commissioners agreed he should just carry an umbrella! Plan Commissioner Voltz asked if we should explore the possibility of having the building relisted as “contributing.”

Chairperson Kubala recommended that the city pursue the removal of the colonial façade. Commissioner Pape seconded the motion. Motion carried without a negative vote. Doug Yip is excused.

**REVIEW AND DISCUSSION ON THE TOPIC OF A PROSPECTIVE AMENDMENT TO CITY CODE SECTION 15-5-11(H), AS MIGHT ALLOW SIGNS THAT ARE PAINTED DIRECTLY ON THE SURFACE OF A BUILDING WALL IN THE B-3 CENTRAL BUSINESS DISTRICT AND/OR THE HPD HISTORIC PRESERVATION OVERLAY DISTRICT.**

Plan Commissioner Voltz is working on a property in town. His client is interested in painting a sign on the wall. By code, the city does not allow signs to be painted on buildings. We do have some old signage present on buildings, including the recent cleaning of the building at the corner of Western where the wording revealed a former photography studio. Commissioners Pape, Krimmel, and Forbes do not want to allow murals. Chairperson Kubala is not opposed to signage and murals. City code limits a sign to 32 square feet per façade.

Mayor Thome asked if we can limit a sign to words only, not murals. Planner Censky stated that she is not sure we can say that, we are not permitted to judge the content of the sign. She suggested that the Commission could review signs with respect to the appropriate architectural style for the building, but Chairperson Kubala stated that often businesses want to promote their logo and may not be sensitive to the architectural style of the building. There was a clear consensus that no signage should be painted on masonry. Planner Censky stated that the staff will draft something for the Commissioners to consider.

### **COMMENTS AND ANNOUNCEMENTS BY LANDMARKS COMMISSIONERS**

1. Commissioner Krimmel asked for the status of the change to the City's code language necessary to ensure the City retains its Certified Local Government status with the State Historical Society.

Planner Censky stated she is still preparing herself in terms of understanding the ramifications, so she is able to fully respond to questions before the City Council. The changes did pass Plan Commission. The Commission will have final authority to approve or deny certificates of approval in the Historic District, but how does that relate to the B-3 district? Commissioner Krimmel suggested that the City Council might be receptive to an Education Officer from the State Historical District coming to speak.

2. Commissioner Krimmel asked about having our Historic District re-evaluated. This topic came up earlier when Plan Commissioner Voltz asked about having the gym re-evaluated to designate the building as "contributing" rather than its current "non-contributing" status. Can the entire city be re-evaluated? Planner Censky stated that it would take two seasons of work. There is state funding to cover the costs. Commissioner Krimmel stated that she is willing to help with that application.

3. Relating to the overlay district and the Columbia Road District, Commissioner Krimmel would like to ensure we do not lose more buildings. She is offering to write a letter to residents of that district to ensure they are aware their home is in an historic district, and a bit of the history of the formation of the district. Commissioner Pape suggested something along the lines of, "Your property is subject to Landmarks status. There are two levels, one includes jurisdiction, the other does not." Plan Commissioner Voltz stated that people residing in that district may not know that if their building is listed as a contributing building, they have access to state funding through the Wisconsin Historic Homeowners Tax Credit. Council Member Burkart reminded the Commissioners that when an owner sells a house, they must list on the Condition Report that the house is in a historic district. The owner of the house that was torn down did not know that, and

it is suspected others may not either. Does such a letter need to be mailed out perhaps every five years?

**ADJOURNMENT**

A motion was made by Council Member Burkart, seconded by Commissioner Krimmel, to adjourn the meeting at 9:45 a.m. Motion carried without a negative vote. Doug Yip excused.

Tomi Fay Forbes  
Secretary