CITY OF CEDARBURG
A MEETING OF THE LANDMARKS COMMISSION
THURSDAY, AUGUST 28, 2025 – 8:30 AM

A meeting of the Landmarks Commission of the City of Cedarburg, Wisconsin, will be held on Thursday, August 28, 2025 at 8:30 AM at City Hall, W63 N645 Washington Avenue, lower level, room 1

AGENDA

1. CALL TO ORDER

   A. Chairperson Tom Kubala

2. ROLL CALL

   A. Present - Chairperson Tom Kubala, Vice Chairperson James Pape, Tomi Fay Forbes, Doug Yip, Elizabeth Krimmel, Council Member Kristin Burkart, Erin Puro

   Also Present - City Planner Mary Censky

3. STATEMENT OF PUBLIC NOTICE

4. APPROVAL OF MINUTES

   A. Approval of July 24 Landmark Commission meeting minutes

5. COMMENTS AND SUGGESTIONS FROM CITIZENS

   Comments from citizens on a listed agenda item will be taken when the item is addressed by the Landmarks Commission. At this time individuals can speak on any topic not on the agenda for up to 2 minutes, time extensions at the discretion of the Chair. No action can be taken on items not listed except as a possible referral to committees, individuals, or a future Council agenda item.

6. REGULAR BUSINESS; AND ACTION THEREON

   A. Review, discussion and possible approval/Certificate of Appropriateness on the request of applicant Paul Reis for proposed roof replacement on his building located at W61 N521 Washington Avenue. The owner of this property is Jett Properties LLC in c/o Paul Reis. This property is zoned B-3 Central Business District with HPD Historic Preservation District Overlay.

   B. Review, discussion, and possible approval/Certificate of Appropriateness on the request of applicant Tealco, in c/o Ben Levy, on behalf of property owner Bridge Mill Co, to repair with like-kind material and restore the siding and

limited other architectural features on the building located at W63 N712 Washington Avenue (current tenant occupant is Wild Lavender). This property is zoned B-3 Central Business District with HPD Historic Preservation District Overlay.

C. Update on status of the Weeds/Boulangerie Du Monde building (property owner 1874 The Anvil LLC/Bergstresser) maintenance and repair project located at W62 N588 Washington Avenue. On July 10, 2025, the Landmarks Commission approved this project to proceed with oversight by the Landmarks Commission Chairman and Staff Liaison.

D. Review, discussion and editing a map to send to the State of Wisconsin Historical Society with our application for a no-match grant to conduct a Community Survey in 2026.

E. Discussion and possible action on certification of the Ethics Code

7. COMMENTS AND ANNOUNCEMENTS BY LANDMARKS COMMISSIONERS

8. ADJOURNMENT

City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact the Clerk's Office, (262) 375-7606, email: cityhall@cityofcedarburg.wi.gov. MEMBERS – PLEASE NOTIFY CITY CLERK'S OFFICE IF UNABLE TO ATTEND THIS MEETING.

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, July 24, 2025, at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, Room 1.

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

Roll Call: Present – Chairperson Tom Kubala, Vice Chairperson James Pape, Tomi Fay Forbes, Elizabeth Krimmel, Doug Yip, Erin Puro

Excused - Council Member Kristin Burkart

Also Present – City Planner Mary Censky, Applicants Katie Barth, Rory Palubiski on behalf of property owner 1874 Anvil LLC in c/o Vicki Bergstresser

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 Puro to approve the minutes of the June 26, 2025, meeting. Motion carried without a negative vote. Council Member Burkart excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – NONE

REGULAR BUSINESS

REVIEW, DISCUSSION AND POSSIBLE APPROVAL/CERTIFICATE OF APPROPRIATENESS ON THE REQUEST OF APPLICANT RORY PALUBISKI OF FEIN DESIGN, TO PROVIDE MAINTENANCE ON THE FRONT FAÇADE OF THE BUILDING, AND TO EVALUATE THE CONDITION OF STORM WINDOWS, WINDOWS, FACIA, CROWN MOLDING, AND ROOF ABOVE THE STORE FRONT AWNINGS. THE PROPOSAL IS TO REPAIR THESE ELEMENTS OR REPLACE IF/AS DETERMINED NECESSARY USING MATERIALS THAT MATCH. THE OWNER OF THIS PROPERTY, LOCATED AT W62 N588 WASHINGTON AVENUE, IS 1874 ANVIL LLC IN C/O VICKI BERGSTRESSER.

Chairperson Kubala stated that this is a pivotal building, and the Commission is glad to see the building is being maintained. The stone is dressed, not rough cut – the builder was willing to spend money on a handsome building. The proposal at hand is to evaluate the front façade and perform routine maintenance on any aspect which needs attention. A drone survey gave some indication that there might be some rot on the crown molding, windowsills rotted or storms needing replaced, and maintenance or replacement of the lead shelf. The type of wood used to replace any rotted wood – which would be replaced accurately and cut to match the original – was a topic of discussion. Architect Palubiski mentioned sapele wood because it is long-lasting. Commissioner Krimmel stated that using a type of wood species that would not have been used originally (sapele wood is imported from Africa) may set a precedent. It is probably best to use a species of wood that is native. Commissioner Yip agreed. Miss Barth stated that their woodworker is taking a sample to learn the type of wood. Another possibility mentioned is old white oak, which is local and long-lasting.

Chairperson Kubala asked if, while the scaffold is in place, will the masonry be checked to see if tuck pointing may be needed? That apparently was not considered, but Architect Palubiski stated that yes, it can be. The timing of the scaffold was discussed. The police chief and city engineer are asking that the scaffold not be in place during Wine and Harvest Festival, September 20-21, 2025. The scaffold could be erected now and taken down by that date, or erected after that date. A bucket can always be used for a repair that can be completed quickly, such as a window replacement. The architect will contact the city engineer for approvals when it is time to erect the scaffolding.

There was also discussion centered around the lead shelf at the juncture of the first and second floor. Today the lead is problematic to work with. The work team will need to decide if it requires little maintenance and can be left as is or needs replaced. In the case of replacement, a different metal, such as copper, may be best.

The owners and architects on this project clearly want to preserve the building to the standards of the Code and the Commission applauds this. It was agreed that Architect Palubiski and Miss Barth will work with Chairperson Kubala and Planner Censky on their findings and to consider decisions about repairs/replacement materials and methods. If Commission decisions are needed, the applicant was informed they meet twice a month or may even call a special meeting of the Commission if a decision is needed quickly.

Commissioner Krimmel made a motion that the erection of the scaffolding will work around the Wine and Harvest Festival, but work may proceed to evaluate needed maintenance. Chairperson Kubala and Planner Censky will be point people in assisting the applicant regarding work that can proceed and decisions that need to come before the Commission. Paint colors will remain the

same. All work will replicate the original materials to the building. A different material may be used, subject to Chairman/Planner and/or Landmarks Commission prior approval, if the lead membrane needs replaced. Commissioner Yip seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

REVIEW, DISCUSSION AND POSSIBLE APPROVAL FOR PLANNER TO SEND THE DRAFT LETTER TO STATE OF WISCONSIN HISTORICAL SOCIETY EXPRESSING THE CITY'S INTENT TO APPLY FOR A NO-MATCHING GRANT IN THE 2026 GRANT CYCLE FOR THE PURPOSE OF HAVING A SURVEY DONE TO IDENTIFY HISTORIC BUILDINGS AND SITES THAT SHOULD, IF NOT ALREADY, BE CONSIDERED FOR LOCAL LANDMARK DESIGNATION AND POSSIBLE INCLUSION UNDER THE HISTORIC PRESERVATION OVERLAY ZONING DISTRICT.

At our last meeting, Commissioners discussed applying to the State of Wisconsin Historic Preservation Office for a no-match grant to pay for a survey of all historic properties in the City. Immediately after that meeting, Planner Censky received a letter from the State recommending that any communities considering making application in the 2026 cycle should get their letters of intent in soon. She presented a draft letter of intent. Chairperson Kubala asked if there has been interest on the part of any other city entities to extend the Historic Preservation Overlay District (HPD). Planner Censky has not heard of any. She did note that the Quilt Museum is in the HPD. Commissioner Pape asked if the dams could be added to the list. There is much controversy over the dams, it would be interesting to ask the Wisconsin Historical Society regarding the possible inclusion of the dams.

Commissioner Puro made a motion to approve the draft of the letter and have it signed/mailed as soon as possible. Commissioner Pape seconded the motion. Motion carried without a negative vote. Council Member Burkart excused.

ADJOURNMENT

A motion was made by Commissioner Pape, seconded by Commissioner Yip, to adjourn the meeting at 9:05 a.m. Motion carried without a negative vote. Council Member Burkart excused.

Tomi Fay Forbes
Secretary

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky
Date Prepared: August 28, 2025

General Information:

Agenda Item: 6.A.

Applicant/Property Owner: Jett Properties LLC in c/o Ben Reis

Requested Action: Approval of plans to replace the asphalt shingle roofing on his building.

Location: W61 N521 Washington Avenue

Discussion:
The applicant requests approval to replace the existing asphalt shingle roofing on this building with new asphalt shingles.

Aug 28th

CEDARBURG
WISCONSIN

LANDMARKS COMMISSION APPLICATION

PROPERTY LOCATION/ADDRESS: W61 N521 Washington Ave

NAME OF EXISTING/PROPOSED BUSINESS (IF APPLICABLE): Jett Vance Salon

APPLICANT INFORMATION

APPLICANT NAME: Paul Reis BUSINESS NAME: Jett Properties

APPLICANT/BUSINESS ADDRESS:

STATUS OF APPLICANT: ☒ OWNER ☐ AGENT ☐ BUYER ☐ TENANT ☐ OTHER

PHONE: EMAIL:

PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME (IF DIFFERENT):

PROPERTY OWNER MAILING ADDRESS:

PROPERTY OWNER PHONE: PROPERTY OWNER EMAIL:

DESCRIBE REQUEST:

Replace Failing Roof

*PLEASE SUBMIT: TEN (10) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST * PLUS ELECTRONIC COPY*
TEN (10) COPIES OF DRAWINGS, SKETCHES, PICTURES OR SURVEY MAPS (11" x 17" MAX)
**PLUS ELECTRONIC COPY*
MATERIAL AND COLOR SAMPLES (WILL BE RETAINED BY THE CITY)

SUBMITTAL DEADLINE: Plans must be received no later than 16 days prior to Landmarks Commission meeting.

*ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV OR PROVIDE A THUMB DRIVE

The undersigned certifies that he/she has familiarized themselves with the State and Local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

APPLICANT SIGNATURE: Paul Reis DATE: 8-7-25

PROPERTY OWNER(S) SIGNATURE: Paul Reis DATE: 8-7-25

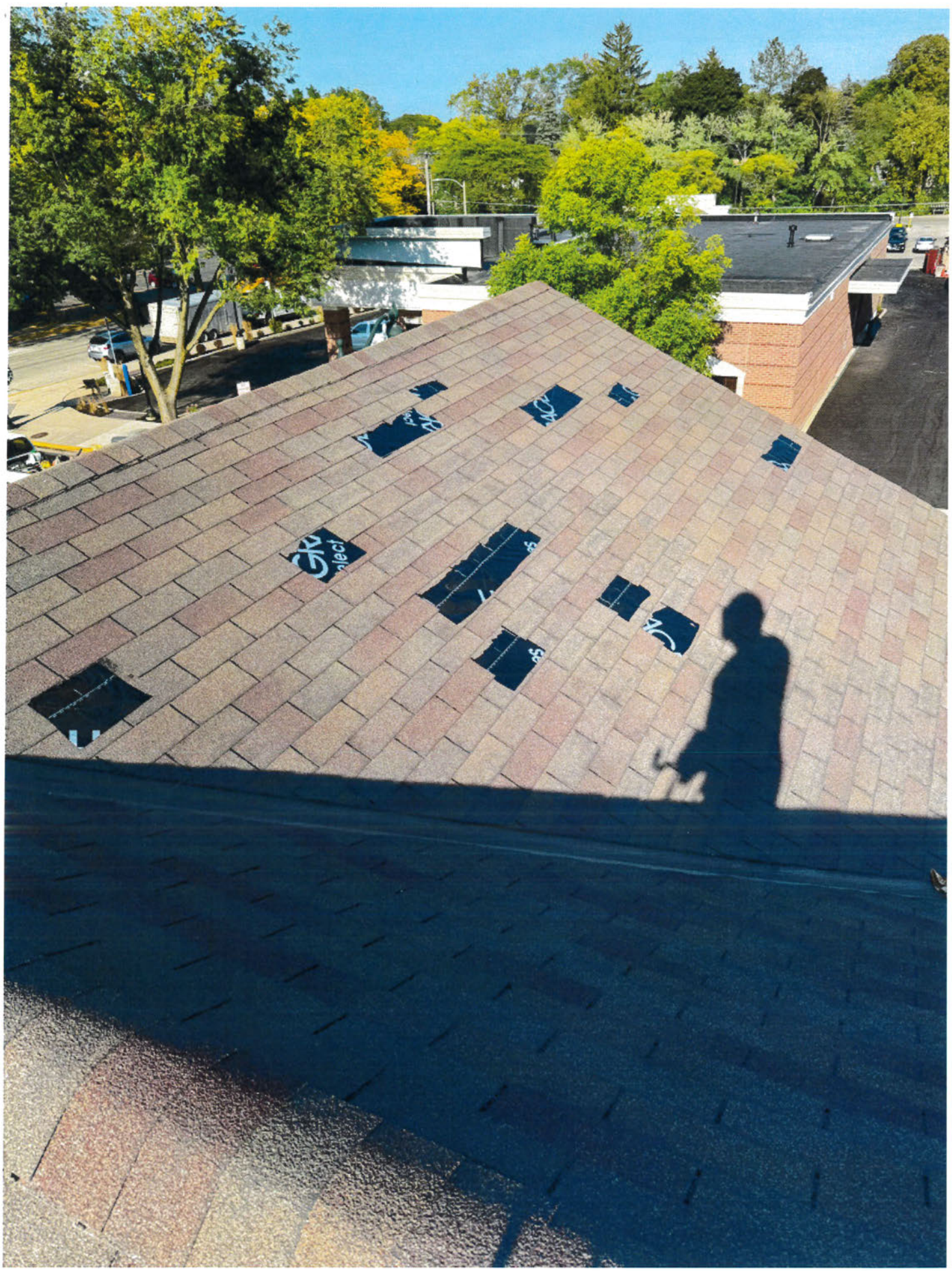
FOR CITY STAFF USE ONLY

LANDMARKS COMMISSION MEETING DATE: August 28, 2025 PLAN COMMISSION REVIEW NEEDED? ☐ YES ☒ NO

ATTACHMENTS (CHECK IF RECEIVED):

☒ TEN WRITTEN DESCRIPTIONS ☐ TEN DRAWINGS, SKETCHES OR MAPS ☒ MATERIAL/COLOR SAMPLES (IF APPLICABLE)

PROPERTY TAX KEY NO: 13-107-06-03-002



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Sec. 15-1-14 Requirements for the restoration and/or rehabilitation of historic properties designated by the landmarks commission.

(a) *Purpose.* The purpose of this Section is to establish requirements to ensure the protection and preservation of historic properties.

(b) *Applicability.* This Section shall apply to the restoration and/or rehabilitation of historic buildings or structures identified BY the City's Landmarks Commission. Such buildings or structures may be located either inside or outside of the Washington Avenue historic Preservation District (WAHPD). This section shall also apply to the restoration and/or rehabilitation of existing non-contributing buildings in the Washington Avenue Historic Preservation District.

(c) *General guidelines for restoration, rehabilitation and new construction.* The Landmarks commission is available for consultation to assist owners of affected properties to preserve and enhance existing structures and implement these guidelines.

(1) *General.* In considering proposed changes to historic affected properties, the landmarks commission shall consider the following:

a. Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the exterior of a building, structure or site and its environment.

b. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features shall be avoided when possible.

c. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. Changes which may have acquired design or construction significance in their own right shall be recognized and weighed as a factor.

d. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure and site must be treated with sensitivity.

e. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, size and other visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplications of features, substantiated by historic, physical and pictorial evidence rather than on conjectural designs or the availability of different elements from other buildings or structures.

f. The surface cleaning of structures shall be undertaken with the gentlest means possible. Chemical or physical treatments that cause damage to historic building materials are not permitted. The landmarks commission shall approve any methods before cleaning. Test spot areas are to be done and approved by the building inspector or his designee and a landmarks commission member before the major work is to begin.

g. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.

h. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, district, neighborhood or environment.

i. Wherever possible, new additions or alterations to structures shall be accomplished in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

(d) *Standards for the restoration and/or rehabilitation of historic building exteriors and additions.* The standards used for the restoration and/or rehabilitation of historic building exteriors and additions thereto shall be the Secretary of the Interior's "Standards for Restoration" and/or "Standards for Rehabilitation", hereinafter referred to as the current "SOI Standards". See Attachment A for the summary of some key SOI Standards.

(1) *Height.* Alterations which create more than a one story difference between a building and those on either side would be subject to review by the landmarks commission based on past photos and history of the original building.

(2) *Major facade.*

a. *Shop fronts.*

1. Shop fronts shall be restored relying on historic photographs, original drawings, physical evidence and other documents and shall be rehabilitated in keeping with or sympathetic to the architectural style of the building.

2. Shop fronts shall fit inside the original shop front opening and shall not extend beyond the original opening.

3. Display windows shall be restored to their original appearance based on photos and any other documentation in keeping with the architectural era. Small paned 18th century windows shall not be used nor shall solid or translucent materials be used in place of window glass.

b. *Windows.*

1. All windows shall be restored to their original appearance based on photos and any other documentation or be rehabilitated to fit the original frame.

2. Round or segmentally-arched windows shall contain window frames and panes which follow the exterior configuration. A less desirable alternative of partial blocking to form a rectangular opening may occur but, if proposed, shall block up the least possible amount of the opening to preserve to the greatest extent possible of the original proportions of the window.

3. Windows shall not be blocked up.

4. Shutters may be used if there is evidence that they were in the original building design and shall be proportionate to windows.

5. Regarding storm windows, mill finish aluminum storm windows shall not be used. Wood is recommended. Storms shall be painted to match window trim.

6. If a window is deteriorated beyond repair, replacement windows should be sought which will duplicate the detailing of the original windows as closely as possible. Windows of wood construction are preferred. Subject to approval by the landmarks commission, aluminum clad exterior windows may be used to replace wood windows beyond repair provided they fully comply with SOI Standards.

c. *Porches, trim and ornamentation.* Retain porches and steps visible from the public right-of-way which are historically and architecturally appropriate to the building. Avoid altering porches and steps by enclosing open porches or replacing wooden steps with cast concrete steps or by removing original architectural features, such as hand rails, balusters, columns or brackets.

d. *Trim and decorative ornamentation.* Retain original copings, cornices, cresting, finials, railings, balconies, oriels, pilasters, columns, chimneys, bargeboards or decorative panels which are essential to the maintenance of the building's historic character and appearance.

e. *Roof shape.*

1. The roof shape of the front of a building or structure shall not be altered except to restore it to the original documentable appearance or to add a dormer or dormers in a location and shape compatible with the architectural design of the building and similar in location and shape to original dormers on buildings of the same vintage and style within the district. Alterations of the roof shape of the sides or back of a building or structure shall be visually compatible with the architectural design of the existing building.

2. Mansards, pents, gables, gambrels or other exotic roof shapes not characteristic of the architectural area shall not be allowed.

3. Roof material.

aa. If the existing roof of a building or structure is tile, slate, or other material that is original to the building or structure and/or contributes to its historic character all repairs thereto shall be made using the same materials. In addition, in all cases any such roof must be repaired rather than replaced, unless the documented cost of repair exceeds the documented cost of reroofing with a substitute material that approximates the appearance of the original roofing material as closely as possible will be approved by the Landmarks Commission.

bb. If the existing roofing material is asphalt shingles, sawn wood shingles or a non-historic material, such as fiberglass, all repairs shall match in appearance the existing roof material; however, if any such roof is covered or replaced, reroofing must be done using rectangular sawn wood shingles or rectangular shingles that are similar in width, thickness and apparent length to sawn wood shingles, for example, 3-in-1 tab asphalt shingles and dimensional asphalt/fiberglass are recommended.

cc. Rolled roofing, tar and gravel and other similar roofing materials are prohibited except that such materials may be used on flat or slightly sloped roofs which are not visible from the ground.

f. *Doors.*

1. Original exterior doors should be retained whenever possible. If it is deteriorated beyond repair, a new door should be chosen which closely resembles the original.

2. Storm/screen doors. If possible, the original main exterior door should be weatherstripped so a storm door is not needed; however, if a storm door is desired, one should be chosen which reveals as much as possible of the door behind it. Material of storm/screen door shall be wood and painted to harmonize the main door.

g. *Terminating element.* Most buildings have a terminating element at the roof line such as corbelled masonry, wood coping, and cut stone. This shall not be altered but restored only.

h. *Fences.* Construct and/or retain fences in the Historic District which are visible from the public right of ways in a historically and architecturally appropriate manner in relationship to the adjoining buildings. Chain link fences are not allowed along public right of ways. Setbacks from right of ways and height restrictions are per the city ordinance. A certificate of appropriateness is

required for any renovation and/or construction of fences in the Washington Avenue Historic Preservation District.

(3) *Materials.*

a. Materials used in original construction shall also be used in restoration and rehabilitation; materials shall have the same visual appearance as existing original parts of the building. Generally, in Cedarburg, this is either brick or dressed stone but in some cases clapboard, board and batten, or stucco may be in keeping with original construction. Brick and other materials used in restoration shall be selected to conform to the dimensions of existing, original materials. Brick shall also conform in color, texture and surface treatment to existing, original brick. Other materials shall coordinate in color, texture and surface treatment with nearby buildings.

b. Exterior Wall materials and siding. Exposed aggregate, fieldstone, boulders, split rock, concrete or cinder block, or aggregate panels shall not be permitted. Vertical or horizontal board and batten or shingles shall not be permitted unless they are aesthetically acceptable and compatible with the style of the building and nearby buildings. Repair or replacement of exterior materials and siding shall fully comply with SOI Standards in Attachment A. Where more than one layer of siding exists on the building, all layers except the first must be removed before new siding is applied. If insulation is applied under the new siding, all trim must be built up so that it projects from the new siding to the same extent it did with the original siding.

c. Mortar joints. The masonry wall shall appear visually as masonry. In restoration, care should be taken not to damage the brick, thereby creating larger joints than were original to the specific building. No exaggerated, uneven or oddly-colored mortar joints should be used. Mortar joints shall duplicate the original in width and joint profile.

d. Glazing. Clear glazing material shall be used. No mirror glass shall be permitted. Glass blocks are out of character and inappropriate. Glazing shall be replaced in kind.

(4) *Cleaning and painting.*

a. Building shall be cleaned with the gentlest method possible to accomplish the task, therefore sandblasting or other abrasive techniques are not permitted on brick or soft stone surfaces.

b. Masonry buildings which have never been painted shall not be painted unless authorized by the commission.

c. Painting can define and accent architectural features and improve the general overall appearance of the building. An appropriate color scheme is one of the most important factors to be aware of when restoring the exterior of a building. Every effort should be made to determine the "original" color. New paint schemes for affected properties within the Washington Avenue Historic Preservation District must receive a certificate of appropriateness.

Sec. 15-1-15 Requirements for new construction and additions in the Washington Avenue Historic Preservation District and at designated historic properties elsewhere in the city.

(a) *Purpose.* The purpose of this section is to establish requirements to ensure architectural compatibility and protect and preserve historic buildings in the Washington Avenue Historic Preservation District and elsewhere in the city.

(b) *Applicability.* This Section shall apply to the construction of new buildings and additions in the Washington Avenue Historic Preservation District and at designated historic properties elsewhere in the city.

(c) *Specific guidelines for new construction and additions.*

(1) *General.* New buildings shall correspond in height, width, proportion, relationship to street, roof forms, composition, rhythm, proportion of openings, materials and color to the existing buildings in the district. Plans should show building elevations to either side and must show the compatible scale. Additions and exterior alterations that are not visible from any street contiguous to the lot lines upon which the building or structure is located may be approved by the landmark commission if their design is compatible with the scale of the existing building and, further, if the materials used are compatible with the existing materials in texture, color, and architectural details. Additions and alterations shall harmonize with the architectural design of the building rather than contrast with it. New additions shall fully comply with SOI Standards.

(2) *Height.* Floor heights on main facades shall appear visually in proportion to those of adjoining buildings. There should be no more than one story difference between a new building and those on either side.

(3) *Width.* New buildings shall reflect the characteristic rhythm of facades along the street. If the site is large, the mass of the facade can be broken into a number of smaller bays.

(4) *Proportion.* The characteristic proportion (relationship between height and width) of existing facades shall be maintained.

(5) *Relationship to street.* Residential-type buildings shall be built set back from the street with side yards. Business-type buildings should be closer to the lot lines with less setback (see Zoning Code).

(6) *Roof shapes.* See section 15-1-14(d)(2)e.

(7) *Materials.* New construction in the Washington Avenue Historic Preservation District should be composed of materials which complement adjacent and nearby facades. New buildings should not contract sharply with existing nearby buildings. For illustrative purposes, examples of architectural styles which would tend to have elements which are incompatible with Cedarburg's historic styles (found in nearby facades) include (with no attempt to be inclusive) Spanish Mission, Colonial, Scandinavian Modern, Bavarian and French Provincial.

a. In this district, masonry (brick or stone) facing should normally be used. Brick should be of standard size 8" x 2-1/3" x 4" and of even coloration. Exposed aggregate, fieldstone, boulders, split rock, concrete or cinder block, aggregate panels, aluminum, steel or vinyl siding should not be permitted. Vertical or horizontal board or batten, shingles, or clapboards shall be permitted only if aesthetically acceptable.

b. Mortar joints. Masonry walls should appear visually as masonry—not as permitted. Black mortar or other mortar which contrasts with the masonry shall not be used.

c. Glazing. Clear or slightly tinted glass or polymeric glazing materials should be used. No mirror glass, deeply-smoked glass or glass blocks shall be permitted.

d. Color. Colors chosen for new construction shall correspond to those neighboring buildings within the block or the District.

(d) *Conflict with other codes.* These guidelines shall not conflict with state building codes or energy conservation codes.

(Ord. No. 2015-02)

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky
Date Prepared: August 28, 2025

General Information:

Agenda Item: 6.B.

Applicant/Property Owner: Tealco in c/o Ben Levy

Requested Action: Approval of plans to repair, replace and restore the exterior siding and related architectural elements.

Location: W63 N712 Washington Avenue

Discussion:
The applicant has removed the entire outer layer of siding on this building. It reveals that a substantial share of the historic siding material may be eligible for successful restoration. Certain other sections and related architectural elements of the building may have to be replaced. The applicant will present a plan for this restoration and/or repair project.

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LANDMARKS COMMISSION APPLICATION

PROPERTY LOCATION/ADDRESS: W63 N 712 Washington Ave

NAME OF EXISTING/PROPOSED BUSINESS (IF APPLICABLE): WILD Lavender

APPLICANT INFORMATION

APPLICANT NAME Tesico BUSINESS NAME: Tesico

APPLICANT/BUSINESS ADDRESS: PO Box 127 cedarburg

STATUS OF APPLICANT: ☒ OWNER ☐ AGENT ☐ BUYER ☐ TENANT ☐ OTHER

PHONE: [redacted] EMAIL: [redacted]

PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME (IF DIFFERENT):

PROPERTY OWNER MAILING ADDRESS:

PROPERTY OWNER PHONE: PROPERTY OWNER EMAIL:

DESCRIBE REQUEST: Reside + Restore exterior facade

*PLEASE SUBMIT: TEN (10) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST * PLUS ELECTRONIC COPY*
TEN (10) COPIES OF DRAWINGS, SKETCHES, PICTURES OR SURVEY MAPS (11" x 17" MAX)
**PLUS ELECTRONIC COPY*
MATERIAL AND COLOR SAMPLES (WILL BE RETAINED BY THE CITY)

SUBMITTAL DEADLINE: Plans must be received no later than 16 days prior to Landmarks Commission meeting.

*ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV OR PROVIDE A THUMB DRIVE

The undersigned certifies that he/she has familiarized themselves with the State and Local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

APPLICANT SIGNATURE: DATE: 6/12/25

PROPERTY OWNER(S) SIGNATURE: DATE: 6/12/25

FOR CITY STAFF USE ONLY

LANDMARKS COMMISSION MEETING DATE: PLAN COMMISSION REVIEW NEEDED? ☐ YES ☐ NO

ATTACHMENTS (CHECK IF RECEIVED):

☐ TEN WRITTEN DESCRIPTIONS ☐ TEN DRAWINGS, SKETCHES OR MAPS ☐ MATERIAL/COLOR SAMPLES (IF APPLICABLE)

PROPERTY TAX KEY NO:

City of Cedarburg W63 N645 Washington Avenue PO Box 49 Cedarburg Wisconsin 53012-0049
(262) 375-7614 Fax (262) 375-7906
Website: www.ci.cedarburg.wi.us

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, June 13, 2024, at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, Room 1.

The meeting was called to order by Chairperson Tom Kubala at 8:29 a.m.

ROLL CALL **Present –** Chairperson Tom Kubala, Vice Chairperson James Pape, Elizabeth Krimmel, Doug Yip, Council Member Kristin Burkart

Excused- Tomy Fay Forbes

Also Present - City Planner Mary Censky and Building Inspector Jeff Thoma

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 Krimmel and seconded by Commissioner Yip to approve the minutes of the May 23, 2024 meeting. Motion carried without a negative vote. Tomi Fay Forbes excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – none

REGULAR BUSINESS

A. Property owner, Tealco Group, requests approval of a new/replacement sign for their Washington Square building located at W62 N563 Washington Ave. Tax parcel No 131070501004.

The applicant addressed the Commission stating the existing sign is wearing out. This new sign will allow them to put individual placards for the various tenant's vs just one or two.

The Building Inspector stated the sign meets the City Sign Code Requirements.

The Planner confirmed this sign is not internally lit.

Commissioner Krimmel made a motion to approve the request as presented. Commissioner Yip seconded the motion. Motion carried without a negative vote. Tomi Fay Forbes excused.

B. Tealco Group, on behalf of property owner Bridge Mill Company, requests approval to replace the siding on the Wild Lavender building located at 712 W. Washington Avenue. Tax Parcel No 30500418000.

The applicant addressed the Commission noting that they have not uncovered enough of the old/existing siding to know if the whole building could be brought back to that material, entirely, but they wanted to know, if enough of it could be, would the Commission be OK with that material

Commissioners like the idea of bringing back out the old siding. Consensus of the Commission was that they would like to see how much good siding is eventually revealed and how the applicant can blend back the windows, door, trim, and special architectural features of the building into the old siding before making a final decision on this.

The applicant agreed they would proceed with further investigation and come back to the Commission when they have a more complete sense of the what the final outcome looks like after more siding is removed and decisions are made how to blend back to that with all the other building features.

No action was taken on this matter.

C. Tealco Group, on behalf of property owner Bridge Mill Company, requests approval to replace the roof shingles on their building located at N70 W6364 Bridge Road. Tax Parcel No 130500418000.

The applicant addressed the Commission noting that they would like to replace the existing asphalt shingles with a dimensional asphalt shingle due to deteriorated condition and leaking in the existing roof.

Chairperson Kubala commented that his preference would be the standard old 3-tab shingle vs the dimensional, which attempts to simulate a wood roof. He noted too that another historically suitable option would be a metal roof.

Other Commissioners felt the applicants plan as presented is the least likely to draw undue attention to the roof vs the masonry walls of this building.

Commissioner Trimmel made a motion to approve the request as presented. Vice Chairperson James Pape seconded the motion. Motion carried with Chairperson Kubala voting no. Tomi Fay Forbes excused.

D. (Fix Investments LLC), requests review and approval of the site survey, floor plans, exterior elevations, and material samples for their property/project located at W62 N596 Washington Ave. Tax Parcel No 131070312000.

Chairperson Kubala recused himself from this discussion and action noting that he is a personal friend of both the applicant and their architect.

The applicant/property owner addressed the Commission noting their excitement about returning this building to its historic condition, to the maximum extent they are able. The applicant's architect, Adam Voltz, of The Kubala Washatko Architects, presented a summary of the plans as were included in the packets and offered the building materials/color samples for consideration. They noted that the one key historical element they were not able to resolve within a rational budget, even considering the various tax credits and possible grants available to support the rehabilitation, was the center entry on the street facing façade. It was noted that efforts were made to design a second-floor entry at the rear of the building but doing so would require a full gut with all new plumbing and electrical to reconfigure the upstairs living space.

Commissioners expressed some concern about the proposed use of Hardie-type siding material vs natural cedar. The applicant stated that covering the entire building in new cedar would be an

exorbitant expense. They went on to note that there may be some viable cedar under the existing vinyl siding. They expressed a willingness to further investigate the existing siding as an option to the Hardie-type material. The architect advised that they are working through both the State and Federal approvals for this plan as well. This structure is designated as "Contributing" in the City's Washington Avenue Historic District.

Commissioner Kimmel made a motion to approve the plans as presented *except* with respect to the siding selection and the location of the main entrance on the first floor remaining off-center. As for the siding, the Commission wants additional information before taking final action, including the remarks from the State in their review of the plans *and* how much good cedar is still there under all the vinyl on this building. As for the off-center front entrance, the Commission will defer action on that particular design element until they've had a chance to see the remarks from the State in their review. Vice Chairperson James Pape seconded the motion. Tomi Fay Forbes excused.

ADJOURNMENT

A motion was made by Commissioner Krimmel, seconded by Vice Chairperson Pape, to adjourn the meeting at 9:56 a.m. Motion carried without a negative vote. Tomi Fay Forbes excused.

Mary Censky, City Planner
Acting Secretary of the Day

Images of W63N712 Washington Avenue for 6-26-25 Landmarks Commission meeting

Google Maps Street Views from Washington Avenue

Google Maps Street View from Sheboygan Road

Ozaukee County GIS Aerial View

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky
Date Prepared: August 28, 2025

General Information:

Agenda Item: 6.C.

Applicant/Property Owner: Bergstresser in c/o Fein Design

Requested Action: No Action. Follow-up/Update.

Discussion:
On July 28, 2025 the Landmarks Commission approved this request subject to oversight by the Commission Chairman and Staff Liaison. An update as to status and progress on the project will be given.

CEDARBURG
WISCONSIN

LANDMARKS COMMISSION APPLICATION

PROPERTY LOCATION/ADDRESS: W62 N588 Washington Ave

NAME OF EXISTING/PROPOSED BUSINESS (IF APPLICABLE): Weeds / Boulangerie Du Monde

APPLICANT INFORMATION

APPLICANT NAME Rony Palubiski BUSINESS NAME: Fein Design

APPLICANT/BUSINESS ADDRESS: 11124 N. Cedarburg Rd. Suite 350

STATUS OF APPLICANT: ☐ OWNER ☐ AGENT ☐ BUYER ☐ TENANT ☒ OTHER general contractor

PHONE: EMAIL:

PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME (IF DIFFERENT): Vicki Bevastresser

PROPERTY OWNER MAILING ADDRESS:

PROPERTY OWNER PHONE PROPERTY OWNER EMAIL:

DESCRIBE REQUEST: Provide maintenance to the front facade of the building. Evaluate storm windows, windows, facias, crown molding, and roof above store front awnings. Repair as needed, and if replacements are needed, all details to match existing.

PLEASE SUBMIT: TEN (10) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST * PLUS ELECTRONIC COPY
TEN (10) COPIES OF DRAWINGS, SKETCHES, PICTURES OR SURVEY MAPS (11" x 17" MAX)
****PLUS ELECTRONIC COPY***
MATERIAL AND COLOR SAMPLES (WILL BE RETAINED BY THE CITY)

SUBMITTAL DEADLINE: Plans must be received no later than 16 days prior to Landmarks Commission meeting.

*ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV OR PROVIDE A THUMB DRIVE

The undersigned certifies that he/she has familiarized themselves with the State and Local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

APPLICANT SIGNATURE: DATE: 6-27-25

PROPERTY OWNER(S) SIGNATURE: DATE: 6-27-25

FOR CITY STAFF USE ONLY

LANDMARKS COMMISSION MEETING DATE: PLAN COMMISSION REVIEW NEEDED? ☐ YES ☐ NO

ATTACHMENTS (CHECK IF RECEIVED):

☐ TEN WRITTEN DESCRIPTIONS ☐ TEN DRAWINGS, SKETCHES OR MAPS ☐ MATERIAL/COLOR SAMPLES (IF APPLICABLE)

PROPERTY TAX KEY NO:

City of Cedarburg W63 N645 Washington Avenue PO Box 49 Cedarburg Wisconsin 53012-0049
(262) 375-7614 Fax (262) 375-7906
Website: www.ci.cedarburg.wi.us

06/2024

W62N588 WASHINGTON AVE.

FEIN DESIGN, LLC

Project scope for front façade:

- Scaffolding drawing is included in packet. The store front awnings will need to be removed and then re-installed after the scaffolding is removed.
- Once the scaffolding is in place, we can evaluate the front façade better and do repairs
    - Storm windows
    - Windows
    - Facias
    - Crown molding – top of building and above awnings
        - Millwork specialist to make new moldings that will exactly match existing
    - Lead roof membrane above store front awnings
- Painting / caulking work – all colors to match existing
    - Storm windows
    - Windows
    - Facias
    - Crown molding
    - Corbels / decorative details

1 **Storm windows**

2 **Windows**

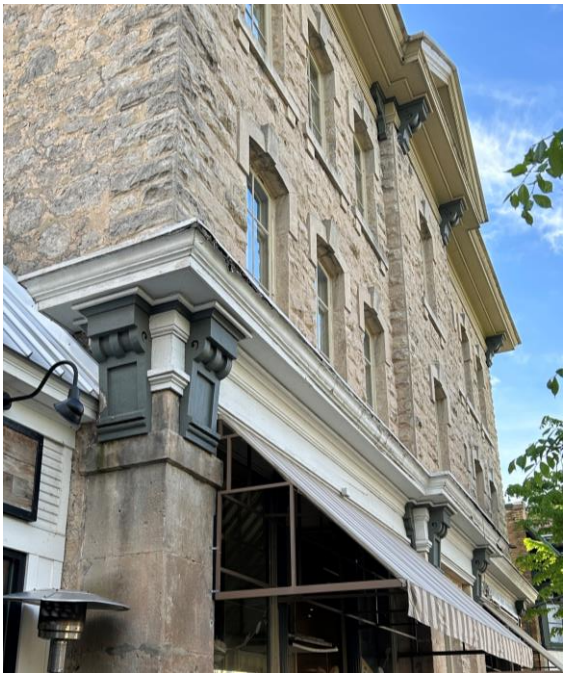
3 **Facias**

4 **Crown molding – top of building and above awnings**

5 **Lead roof membrane above store front awnings**

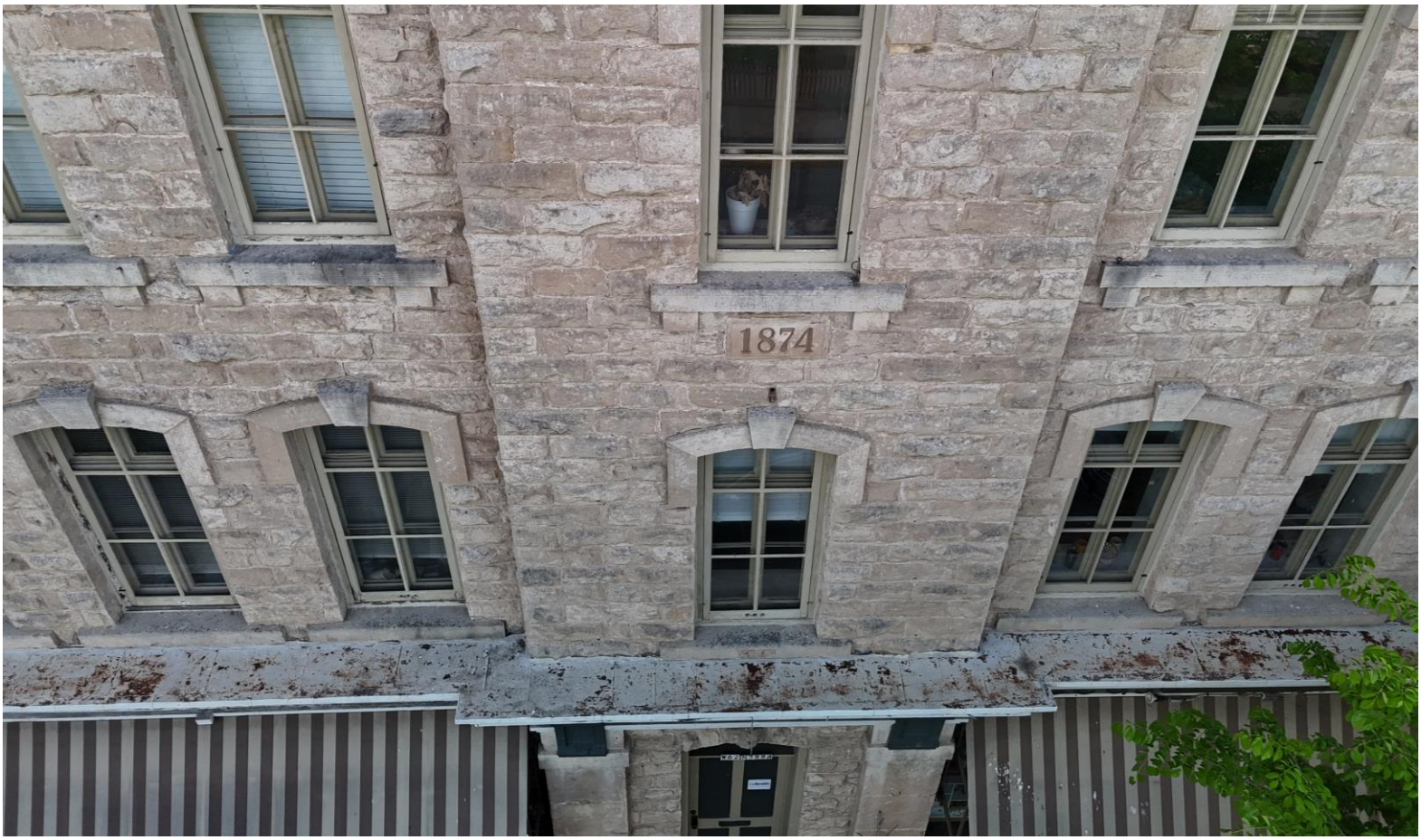
1 2 WINDOWS / STORM WINDOWS

- Windows and storm windows to be evaluated once scaffolding is up
    - Repairs or replacements to match existing details
    - Painting / caulking to match existing color



3 4 FACIAS & CROWN MOLDING DETAILS

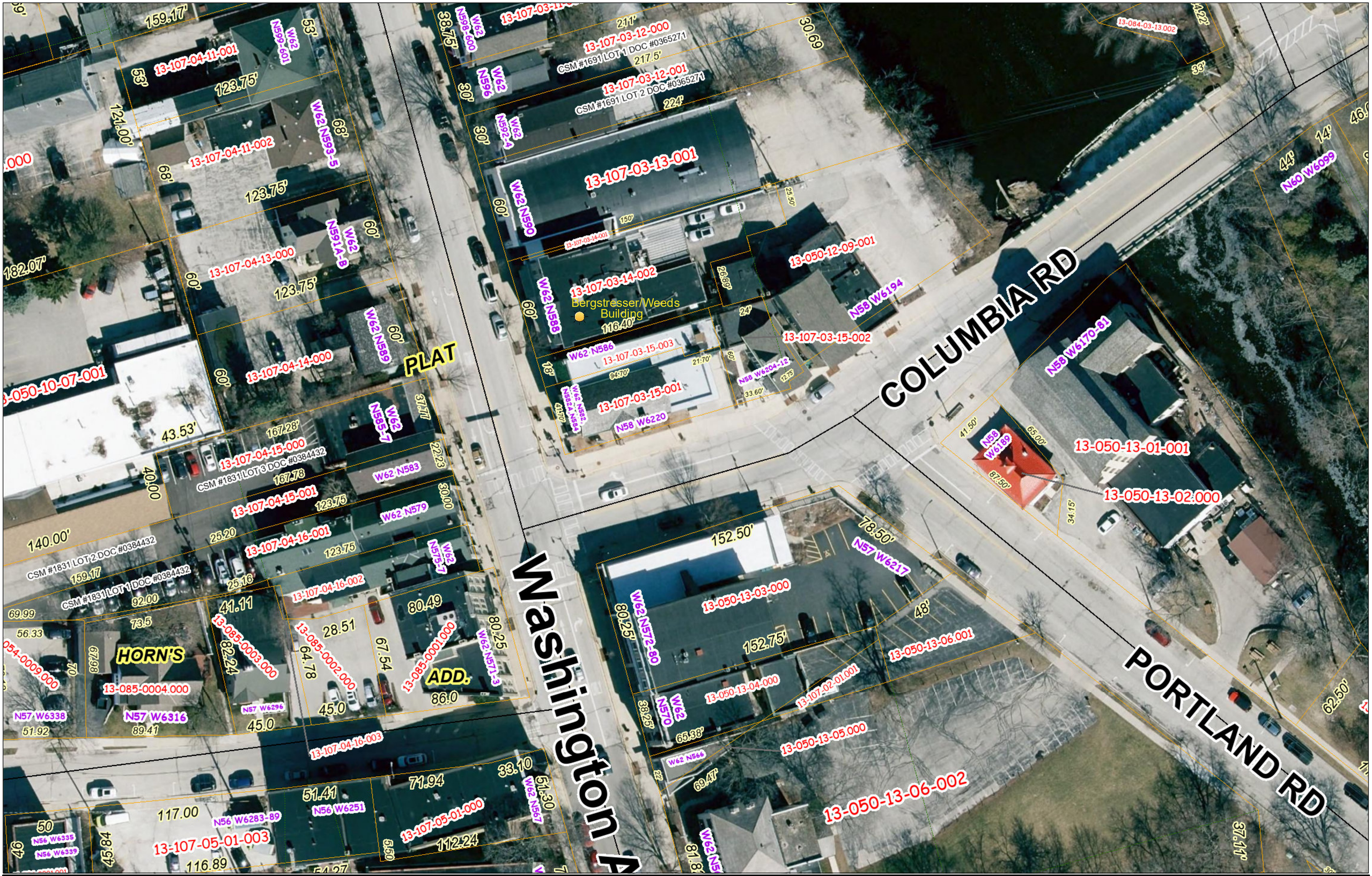
- Facia & crown molding details to be evaluated once scaffolding is up
    - Repairs or replacements to match existing details
    - Our millwork specialist took a sample molding and can fabricate any new materials to exactly match existing
    - The existing corbels and other decorative details appear to be in good condition. These would remain 'as is' but would be part of the painting scope. All colors to match existing.



5 LEAD ROOF MEMBRANE

- Existing lead roof membrane to be evaluated once scaffolding is up
    - Repairs or replacements as needed to match existing details

Parcel Information



Legend

	Tax Parcel		Historical Parcel Lines		Cemetery Plat		Plat of Survey		County Road		Town/Public Road
	Gap		Assessors Plat		Condominium Plat		US Highway		Ramp		Railroad Centerline
	Overlap		CSM		Subdivision Plat		State Highway		Private Road		

Product of the LAND INFORMATION OFFICE

6/30/2025, 12:18:56 PM

6/30/2025, 12:18:56 PM

00.0027.5055 0.011 0.0165 0.022 mi

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation.
The accuracy of this map is limited to the quality of the records from which it was assembled.

OZAUKEE COUNTY

N

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky
Date Prepared: August 28, 2025

General Information:

Agenda Item: 6.D.

Applicant/Property Owner: N/A City Initiated Item

Requested Action: Creation of a map narrowing the scope of places to study in a potential future survey of historic resources in the City.

Discussion:
The Commission will discuss identifying areas (on a map) that can be excluded from a possible future (2026) survey of the City's historic resources.

From: Tish, Jason L - WHS
To: Tish, Jason L - WHS
Subject: 2026 CLG grants
Date: Friday, August 22, 2025 4:36:24 PM

Hello CLG folks-

I want to give you an update on CLG funding and encourage you to consider applying for grants in the upcoming 2026 cycle.

2025 funding has been released by the National Park Service, and 2025 CLG grant recipients will receive their grant awards. We will be executing agreement documents with those CLGs as soon as next week to get them going on their projects.

Our office is monitoring the Federal fiscal year 2026 budget process. Both the Senate and the House have included funding for SHPOs and THPOs in the proposed FY26 budget, meaning that SHPOs may receive Historic Preservation Funds (HPF) distributed between October 2025 and September 2026 which includes the mandatory 10% subgrant program for CLGs. In order to keep the subgrant program on track, we are opening the 2026 CLG grant cycle and extending the Letter of Intent (LOI) application deadline. All funding decisions for FY2026 subgrants will be dependent upon SHPO receiving HPF funds from the Department of the Interior.

The Letter of Intent for the 2026 grant cycle is due Sept. 29. The LOI is just a simple message to me (email or paper) stating your intent to submit a full application by Dec. 12. It should include a brief (1-3 sentences) description of the project you would do with a CLG grant: a survey, National Register nominations, a historic preservation plan, design guidelines, or an educational project focused on local history and historic places. The LOI does not need to include a full proposal, budget, or bids from consultants. Those will be included with your full application in December. After you submit an LOI, I will contact you to refine your project idea so you can submit a competitive application.

And as always, feel free to contact me for more info or clarification.

-Jason

JASON TISH
CERTIFIED LOCAL GOVERNMENT COORDINATOR
PRESERVATION EDUCATION COORDINATOR
State Historic Preservation Office
816 State Street, Rm. 305
Madison, WI 53706
608.264.6512

CITY OF CEDARBURG OFFICIAL ZONING MAP

DATE: DRAWN MAY, 1987
REVISIONS

DATE	ORDINANCE NO.
3-7-1988	87-41
4-25-1989	88-9, 88-15, 88-20, 84-4,89-13
1-2-1990	89-45, 89-46
1-18-1991	90-15, 90-24 (RES), 90-35
1-15-1992	91-12, 91-13, 91-14, 91-29
2-22-1993	92-19, 92-35, 93-03
4-1-1994	93-29, 93-30, 93-39, 93-46
5-15-1996	REVISED PER NEW C.S.Ms
2-14-1997	REVISED PER NEW C.S.Ms
12-17-1999	REVISED PER NEW C.S.Ms
3-15-2001	99-12, 99-19, 2000-06, and C.S.Ms
1-18-2002	2000-15, -25, -27, -28, 2001-04, -11, -18, -29, -40
8-6-2002	COMPREHENSIVE UPDATE
1-14-2002	2002-01
6-10-2002	2002-13
8-12-2002	2002-19
9-30-2002	2002-25
1-27-2003	2003-01
6-9-2003	2003-12
6-9-2003	2003-13
8-25-2003	2003-20
10-13-2003	2003-24
10-13-2003	2003-25
10-27-2003	2003-26
3-8-2004	2004-07
6-14-2004	2004-16
6-28-2004	2004-17
8-30-2004	2004-21
8-9-2004	2004-22
9-27-2004	2004-30
11-8-2004	2004-28
12-13-2004	2004-39
4-11-2005	2005-14
6-27-2005	2005-22
6-27-2005	2005-23
9-12-2005	2005-27
10-7-2005	2005-30
-	2005-41
1-30-2006	2006-04
3-27-2006	2006-11
5-8-2006	2006-18
7-31-2006	2006-23
10-30-2006	2006-30
3-12-2007	2007-09
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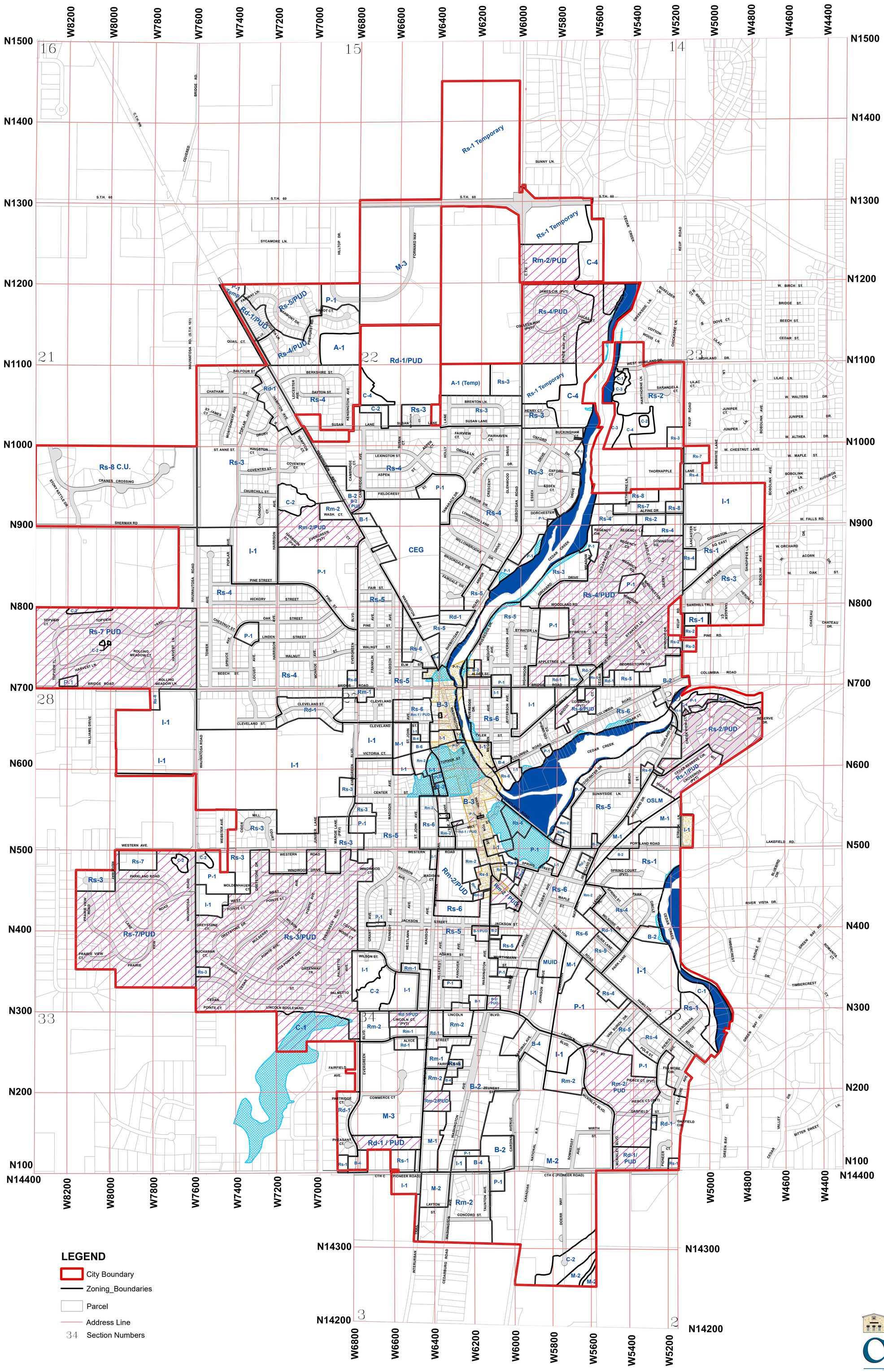
5-14-2007	2007-18
6-28-2010	2010-10
9-13-2010	2010-13
6-13-2011	2011-07
10-10-2011	2011-18
11-28-2012	2012-20
2-25-2014	2006-18, 2013-09, -10
1-22-2016	2014-09, -12, -13, -19, 2016-01
1-24-2017	2016-02, -03, -04, -18
2-7-2019	2017-08, -09, -20, 2018-08, -09, -10, -11, -12, -13, -15
12-12-2019	2019-08, -11, -15, -16
2-8-2022	2020-06, -09, -13



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- B-1 NEIGHBORHOOD BUSINESS DISTRICT
- B-2 COMMUNITY BUSINESS DISTRICT
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- FW
- I-1 INSTITUTIONAL AND PUBLIC SERVICE DISTRICT
- M-1 LIMITED MANUFACTURING DISTRICT-MIN 20 K.S.F. AREA
- M-2 GENERAL MANUFACTURING DISTRICT-MIN 40 K.S.F. AREA
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- FFO FLOODPLAIN FRINGE OVERLAY DISTRICT
- HPD HISTORIC PRESERVATION OVERLAY DISTRICT
- PUD PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT

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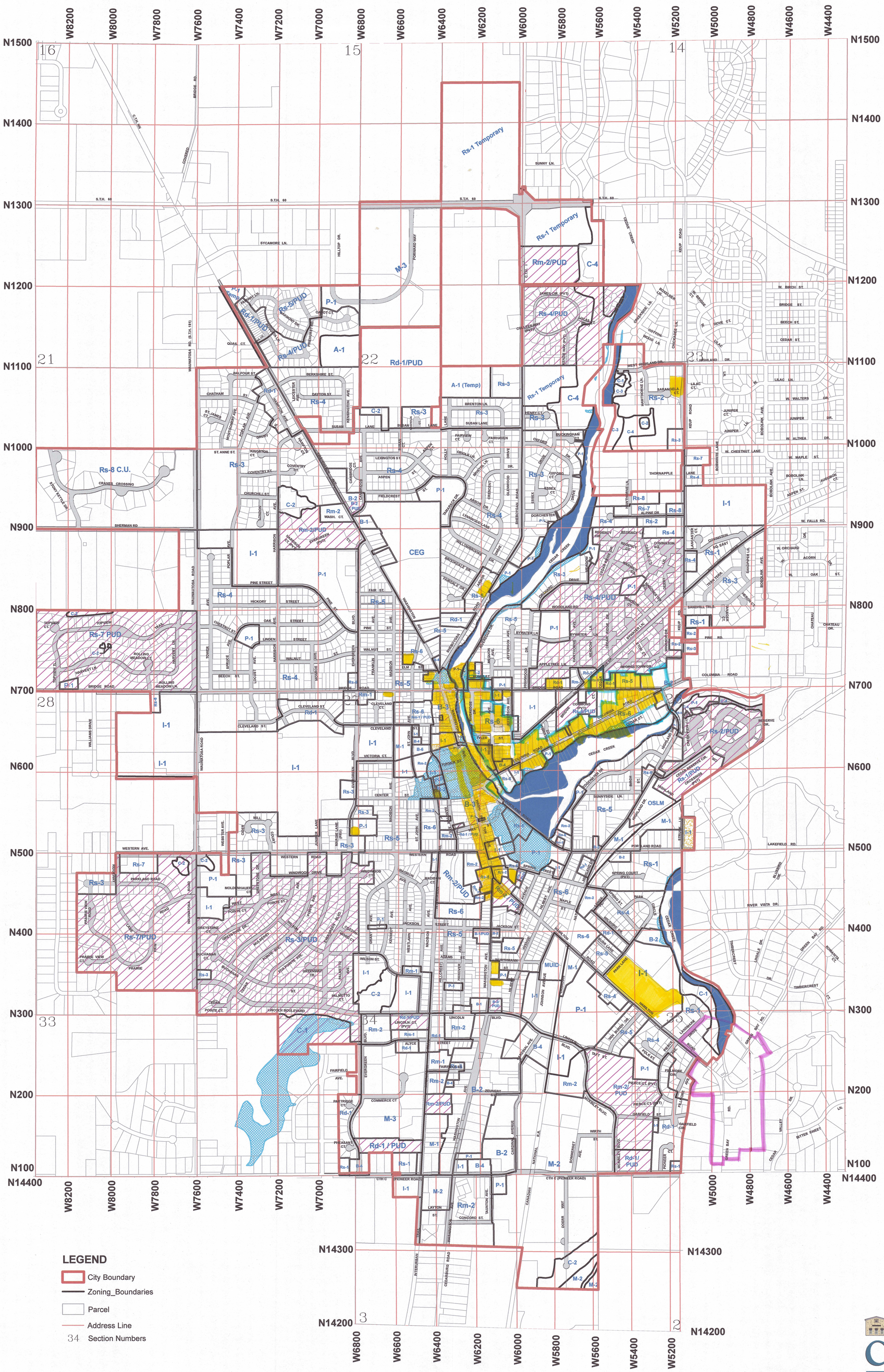
LEGEND

- City Boundary
- Zoning_Boundaries
- Parcel
- Address Line
- 34 Section Numbers

CEDARBURG
WISCONSIN

City of Cedarburg
Map of designated historic districts, building, and sites

CITY OF CEDARBURG OFFICIAL ZONING MAP



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- Washington Historic District
- Columbia Historic District
- Hamilton Historic District

LEGEND

- City Boundary
- Zoning_Boundaries
- Parcel
- Address Line
- 34 Section Numbers

CEDARBURG
WISCONSIN

HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
Bridge Road Bridge	Bridge Road	N/A		Local-1995
Immanuel Heritage Cemetery	Bridge Road	13-079-06-01-000		Local-1998
N69 W5425	Bridge Road	13-081-01-03-002		C
N69 W5449	Bridge Road	13-081-02-01-000		C
N69 W5467	Bridge Road	13-081-02-02-000		C
N69 W5479	Bridge Road	13-050-16-30-004		C
N69 W5505	Bridge Road	13-050-16-30-001		C
N69 W6171	Bridge Road	13-079-05-19-002		C
N69 W6191	Bridge Road	13-079-05-19-001		C
N69 W6211	Bridge Road	13-079-05-01-000		C
N69 W6261	Bridge Road	13-079-04-01-000		C
N70 W5334	Bridge Road	13-040-0131.000	C700	C
N70 W5362	Bridge Road	13-040-0130.000		C
N70 W5380	Bridge Road	13-040-0128.000		C
N70 W5420	Bridge Road	13-040-0052.000		C
N70 W5450	Bridge Road	13-040-0126.000		C
N70 W5474	Bridge Road	13-040-0038.000		C
N70 W5498	Bridge Road	13-040-0124.000		C
N70 W5526	Bridge Road	13-040-0053.000		C
N70 W5550	Bridge Road	13-040-0047.000		C
N70 W5596	Bridge Road	13-040-0046.000		C
N70 W5626	Bridge Road	13-040-0054.000		C
N70 W5652	Bridge Road	13-040-0001.002		C
N70 W6204	Bridge Road	13-080-18-01-000		C
N70 W6222	Bridge Road	13-080-18-02-000		C
N70 W6236	Bridge Road	13-080-18-03-000		C
N69 W6333	Bridge Road	13-079-02-01-000	C225	W-8
N70 W6340	Bridge Road	13-050-04-18-001	C278	W1-7
N57 W6406	Center Street	13-054-0008.001	C285	Local
N58 W6181	Columbia Road	13-050-13-01-001	C81	W-36
N58 W6189	Columbia Road	13-050-13-02-000	C360	W-37
N58 W6194	Columbia Road	13-050-12-09-000	C222	W-35
N58 W6204-6212	Columbia Road	13-107-03-15-002	C403	W-34
N60 W6033	Columbia Road	13-084-04-04-000		C
N60 W6047	Columbia Road	13-084-04-04-000	C349	C
N60 W6079	Columbia Road	13-084-04-03-000		C
N60 W6095	Columbia Road	13-084-04-01-000		C
N61 W5919	Columbia Road	13-109-01-06-000		C
N61 W5935	Columbia Road	13-109-01-05-000		C
N61 W5951	Columbia Road	13-109-01-04-000		C
N61 W5973	Columbia Road	13-109-01-03-000		C
N61 W5987	Columbia Road	13-109-01-01-000		C
N61 W6015	Columbia Road	13-084-04-06-000		C
N61 W6058	Columbia Road	13-084-02-07-002	C118	C

Type of Designation: "C" = Columbia Road Historic District; "W" = Washington Avenue Historic District with National Registry's ID number; and local designation with year designated.

HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
N61 W6088	Columbia Road	13-084-02-09-002	C501	C
N62 W5905	Columbia Road	13-109-01-07-000		C
N62 W5916	Columbia Road	13-050-16-07-002		C
N62 W5948	Columbia Road	13-050-16-07-001		C
N62 W5970	Columbia Road	13-050-16-06-000		C
N62 W5988	Columbia Road	13-050-16-03-002		C
N62 W6006	Columbia Road	13-084-01-07-001		C
N63 W5767	Columbia Road	13-050-15-08-001		C
N63 W5783	Columbia Road	13-050-15-10-000		C
N63 W5795	Columbia Road	13-050-15-11-000		C
N63 W5805	Columbia Road	13-050-15-12-000		C
N63 W5821	Columbia Road	13-050-15-13-000		C
N63 W5834	Columbia Road	13-050-16-10-000		C
N63 W5837	Columbia Road	13-050-15-14-000		C
N63 W5864	Columbia Road	13-050-16-09-002		C
N63 W5888	Columbia Road	13-050-16-09-002		C
N64 W5673	Columbia Road	13-050-15-05-000		C
N64 W5691	Columbia Road	13-050-15-06-000		C
N64 W5719	Columbia Road	13-050-15-07-000		C
N64 W5730	Columbia Road	13-050-16-19-000		C
N64 W5733	Columbia Road	13-050-15-08-000		C
N64 W5746	Columbia Road	13-050-16-18-000		C
N64 W5766	Columbia Road	13-050-16-14-000		C
N64 W5782	Columbia Road	13-050-16-13-001		C
N64 W5804	Columbia Road	13-050-16-11-002		C
N64 W5818	Columbia Road	13-050-16-11-001		C
N65 W5567	Columbia Road	13-050-15-03-000		C
N65 W5595	Columbia Road	13-050-15-04-002		C
N65 W5637	Columbia Road	13-050-15-04-001		C
N65 W5672	Columbia Road	13-050-16-22-000		C
N65 W5716	Columbia Road	13-050-16-20-004		C
N66 W5505	Columbia Road	13-050-15-01-000		C
N66 W5519	Columbia Road	13-050-15-02-000		C
N66 W5543	Columbia Road	13-050-15-02-001		C
N66 W5594	Columbia Road	13-050-16-24-000		C
N67 W5409	Columbia Road	13-135-01-01-000		C
N67 W5433	Columbia Road	13-135-01-02-000		C
N67 W5461	Columbia Road	13-135-01-04-001		C
N67 W5486	Columbia Road	13-050-16-30-002		C
N67 W5487	Columbia Road	13-135-01-06-000		C
N67 W5502	Columbia Road	13-050-16-29-001		C
N67 W5524	Columbia Road	13-050-16-28-000		C
N67 W5540	Columbia Road	13-050-16-28-001		C
N68 W5313	Columbia Road	13-135-04-03-000		C

Type of Designation: "C" = Columbia Road Historic District; "W" = Washington Avenue Historic District with National Registry's ID number; and local designation with year designated.

HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
N68 W5339	Columbia Road	13-135-04-05-000		C
N68 W5357	Columbia Road	13-135-03-01-005		C
N68 W5369	Columbia Road	13-135-04-07-000		C
N68 W5385	Columbia Road	13-135-04-08-000		C
N68 W5388	Columbia Road	13-081-01-03-003		C
N68 W5410	Columbia Road	13-081-02-04-001		C
N69 W5289	Columbia Road	13-135-04-01-000	C275	C
N69 W5296	Columbia Road	13-081-01-01-001		C
N69 W5336	Columbia Road	13-081-01-02-003		C
N69 W5358	Columbia Road	13-081-01-02-002		C
N70 W5314	Columbia Road	13-040-0132.000		C
N69 W5314-16	Columbia Road	13-081-01-02-001		C
Founders Park	Evergreen Blvd.	13-040-0048-001		Local-1998
Immanuel Windmill	Hamilton Road	13-051-01-20-001		Local-1996
N44 W6005	Hamilton Road	13-112-03-01-000	C306	W-59
N44 W6055	Hamilton Road	13-050-22-07-000	C307	W-58
W52 N687	Highland Drive	13-135-03-01-003		C
W60 N614	Jefferson Avenue	13-084-01-07-002		C
W60 N619	Jefferson Avenue	13-084-02-06-000		C
W60 N623	Jefferson Avenue	13-084-02-05-000		C
W60 N624	Jefferson Avenue	13-084-01-06-002		C
W60 N628	Jefferson Avenue	13-084-01-05-002		C
W60 N629	Jefferson Avenue	13-084-02-04-000		C
W60 N632	Jefferson Avenue	13-084-01-03-002		C
W60 N637	Jefferson Avenue	13-084-02-02-001		C
W60 N641	Jefferson Avenue	13-084-02-01-000		C
W60 N661	Jefferson Avenue	13-079-06-12-001		C
W60 N667	Jefferson Avenue	13-079-06-14-000		C
W51 N1077	Keup Road	13-023-09-011.00	outbuilding only	Local-2008
W66 N695	Madison Avenue	13-050-06-04-000		Local-1977
W61 N617	Mequon Avenue	13-084-03-07-000	C70	W-111
W61 N619-623	Mequon Avenue	13-084-03-07-000	C79	W-112
W61 N620	Mequon Avenue	13-084-02-11-000		C
W61 N626	Mequon Avenue	13-084-02-12-000		C
W61 N630	Mequon Avenue	13-084-02-13-000		C
W61 N631	Mequon Avenue	13-050-02-06-000	C79	W-113
W61 N634	Mequon Avenue	13-084-02-14-000		C
W61 N638	Mequon Avenue	13-084-02-02-002		C
W61 N642	Mequon Avenue	13-084-02-17-000		C
W61 N643	Mequon Avenue	13-084-03-04-000		C
W61 N658	Mequon Avenue	13-079-06-08-002		C
W61 N659	Mequon Avenue	13-079-05-12-000		C
W61 N664	Mequon Avenue	13-079-06-08-001		C
W61 N665	Mequon Avenue	13-079-05-13-000		C

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HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
W61 N668	Mequon Avenue	13-079-06-07-000		C
W61 N669	Mequon Avenue	13-079-05-14-000		C
W61 N672	Mequon Avenue	13-079-06-06-000		C
W61 N673	Mequon Avenue	13-079-05-15-000		C
W61 N678	Mequon Avenue	13-079-06-04-000		C
W62 N654	Riveredge Drive	13-079-05-10-000		C
W62 N658	Riveredge Drive	13-079-05-09-000		C
W62 N662	Riveredge Drive	13-079-05-08-000		C
W62 N667	Riveredge Drive	13-079-04-07-000		C
W62 N670	Riveredge Drive	13-079-05-07-000		C
W62 N674	Riveredge Drive	13-079-05-06-002		C
W62 N675	Riveredge Drive	13-079-04-06-000		C
W62 N678	Riveredge Drive	13-079-05-05-000		C
W62 N679	Riveredge Drive	13-079-04-05-000		C
W62 N683	Riveredge Drive	13-079-04-04-000		C
W62 N684	Riveredge Drive	13-079-05-04-000		C
W62 N687	Riveredge Drive	13-079-04-02-002		C
W62 N688	Riveredge Drive	13-079-05-03-000		C
W62 N692	Riveredge Drive	13-079-05-02-000		C
W62 N696	Riveredge Drive	13-079-05-01-000		C
W62 N718	Riveredge Drive	13-050-05-07-000	C401	Local-1985
W62 N732	Riveredge Drive	13-050-05-07-000		Local (house)
W61 N819-831	Sheboygan Road	13-050-03-03-003		Local-2000
N47 W6033	Spring Street	13-050-22-09-001		Local-2005
W65 N733	St. John Avenue	13-078-03-02-000		Local-1995
N61 W6312	Turner Street	13-107-04-07-002	C92	W-90
N64 W6213	Tyler Street	13-084-03-03-000		C
N64 W6235	Tyler Street	13-084-03-01-000		C
N65 W6064	Tyler Street	13-079-06-11-000		C
N65 W6128	Tyler Street	13-079-06-09-002		C
N65 W6172	Tyler Street	13-079-05-11-002		C
N65 W6224	Tyler Street	13-079-05-10-000		C
W61 N338	Washington Avenue	13-050-21-02-001		Local-1977
W61 N358	Washington Avenue	13-134-01-02-000		Local-1977
W61 N439	Washington Avenue	13-050-19-14-001		W-??
W61 N449	Washington Avenue	13-050-19-13-001		W-60
W61 N453	Washington Avenue	13-050-19-11-004		W-61
W61 N459	Washington Avenue	13-050-19-11-001		W-62
W61 N464	Washington Avenue	13-050-22-09-004	C172	W-57
W61 N469	Washington Avenue	13-107-07-05-001		W-63
W61 N470	Washington Avenue	13-050-22-09-005	C173	W-56
W61 N479-481	Washington Avenue	13-107-07-04-000	C489	W-64
W61 N480-486	Washington Avenue	13-107-01-04-000	C257	W-55
W61 N488	Washington Avenue	13-107-01-03-00	C542	W-54

Type of Designation: "C" = Columbia Road Historic District; "W" = Washington Avenue Historic District with National Registry's ID number; and local designation with year designated.

HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
W61 N491-493	Washington Avenue	13-107-07-01-002	C177	W-67
W61 N497	Washington Avenue	13-107-07-01-001	C388	W-66
W61 N498	Washington Avenue	13-107-01-01-000	C196	W-53
W61 N505	Washington Avenue	13-107-06-06-001	C137	W-67
W61 N506	Washington Avenue	13-107-02-13-002	C330	W-52
W61 N508-510	Washington Avenue	13-107-02-12-002	C182	W-51
W61 N512	Washington Avenue	13-107-02-12-001	C42	W-50
W61 N513	Washington Avenue	13-107-06-04-004	C380	W-68
W61 N514	Washington Avenue	13-107-02-11-000	C310	W-59
W61 N517	Washington Avenue	13-107-06-04-001	C214	W-69
W61 N518-520	Washington Avenue	13-107-02-10-000	C32	W-48
W61 N521	Washington Avenue	13-107-06-03-002	C247	W-70
W61 N526	Washington Avenue	13-107-02-08-000	C91	W-47
W61 N529	Washington Avenue	13-107-06-03-003	C280	W-71
W62 N535	Washington Avenue	13-107-06-02-000	C208	W-72
W62 N536	Washington Avenue	13-107-02-06-002	C209	W-46
W62 N539	Washington Avenue	13-107-06-01-002	C33	W-73
W62 N540-546	Washington Avenue	13-107-02-03-002	C4	W-45
W62 N541-543	Washington Avenue	13-107-06-01-001	C133	W-74
W62 N547	Washington Avenue	13-107-05-04-003	C5	W-75
W62 N552	Washington Avenue	13-107-02-03-001	C408	W-44
W62 N553	Washington Avenue	13-107-05-03-002	C245	W-76
W62 N556	Washington Avenue	13-107-02-02-002	C201	W-43
W62 N557	Washington Avenue	13-107-05-02-002	C531	W-77
W62 N560-562	Washington Avenue	13-107-02-01-000	C84	W-42
W62 N563	Washington Avenue	13-107-05-01-002	C372	W-78
W62 N566	Washington Avenue	13-050-13-05-000	C220	W-41
W62 N567	Washington Avenue	13-107-05-01-000	C228	W-79
W62 N570	Washington Avenue	13-050-13-04-000	C316	W-40
W62 N571-573	Washington Avenue	13-085-0001.000	C368	W-80
W62 N572-578	Washington Avenue	13-050-13-03-000	C361	W-39
W62 N575-579	Washington Avenue	13-107-04-16-002	C369	W-81
W62 N580	Washington Avenue	13-050-13-03-000	C361	W-38
W62 N582-586	Washington Avenue	13-107-03-15-001	C216	W-33
W62 N583	Washington Avenue	13-107-04-15-000	C404	W-82
W62 N585-587	Washington Avenue	13-107-04-15-000	C320	W-83
W62 N588	Washington Avenue	13-107-03-14-002	C17	W-31
W62 N589	Washington Avenue	13-107-04-14-000	C422	W-84
W62 N590	Washington Avenue	13-107-03-13-000	C229	W-30
W62 N591	Washington Avenue	13-107-04-13-000	C708	W-85
W62 N592-594	Washington Avenue	13-107-03-12-001	C421	W-29
W62 N593-595	Washington Avenue	13-107-04-11-002	C23	W-86
W62 N596	Washington Avenue	13-107-03-12-000	C100	W-28
W62 N598-600	Washington Avenue	13-107-03-11-000	C151	W-27

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HISTORIC PROPERTIES IN THE CITY OF CEDARBURG

NUMBER	STREET	TAX KEY NUMBER	C #	TYPE OF DESIGNATION
W62 N601	Washington Avenue	13-107-04-11-001	C191	W-87
W62 N603	Washington Avenue	13-107-04-09-002	C332	W-88
W62 N604	Washington Avenue	13-107-03-10-000	C202	W-26
W62 N605	Washington Avenue	13-107-04-09-005	C298	C-89
W62 N608-610	Washington Avenue	13-107-03-09-002	C203	W-25
W62 N616	Washington Avenue	13-107-03-08-000	C9	W-24
W62 N620	Washington Avenue	13-107-03-07-000	C8	W-23
W62 N628	Washington Avenue	13-107-03-06-000		W-22
W62 N630	Washington Avenue	13-107-03-05-002	C373	W-20
W62 N634	Washington Avenue	13-107-03-04-001	C24	W-20
W63 N627	Washington Avenue	13-107-04-06-000	C507	W-91
W63 N631	Washington Avenue	13-107-04-05-002	C25	W-92
W63 N635	Washington Avenue	13-107-04-05-001	C218	W-93
W63 N641	Washington Avenue	13-107-04-01-000	C74	W-94
W63 N642	Washington Avenue	13-107-03-02-000	C2	W-19
W63 N643	Washington Avenue	13-107-04-01-000	C75	W-95
W63 N645	Washington Avenue	13-107-04-01-000	C76	W-96
W63 N646-652	Washington Avenue	13-079-03-02-003	C253	W-18
W63 N647	Washington Avenue	13-079-01-07-001	C371	W-97
W63 N653-655	Washington Avenue	13-079-01-06-001	C516	W-98
W63 N654-656	Washington Avenue	13-079-03-02-003	C253	W-17
W63 N657-661	Washington Avenue	13-079-01-05-001	C296	W-99
W63 N658	Washington Avenue	13-079-03-02-001	C233	W-16
W63 N664	Washington Avenue	13-079-03-01-000	C248	W-15
W63 N667	Washington Avenue	13-079-01-03-005		W-100
W63 N670-672	Washington Avenue	13-079-02-03-003	C178	W-14
W63 N671	Washington Avenue	13-079-01-03-004	C510	W-101
W63 N674	Washington Avenue	13-079-02-03-004	C94	W-13
W63 N675	Washington Avenue	13-079-01-03-003	C376	W-102
W63 N676-678	Washington Avenue	13-079-02-03-002	C12	W-12
W63 N677-679	Washington Avenue	13-079-01-03-002	C120	W-103
W63 N680	Washington Avenue	13-079-02-03-001	C103	W-11
W63 N681-683	Washington Avenue	13-079-01-03-001		W-104
W63 N684-686	Washington Avenue	13-079-02-02-001	C104	W-10
W63 N688	Washington Avenue	13-079-02-02-000	C341	W-9
W63 N691	Washington Avenue	13-050-11-03-000	C322	W-105
W63 N696	Washington Avenue	13-079-02-01-000	C230	W-8
W63 N697-699	Washington Avenue	13-079-01-01-002	C323	W-106
W64 N707	Washington Avenue	13-050-01-13-000	C152	W-107
W64 N713	Washington Avenue	13-050-01-09-000	C62	W-108
W64 N717-719	Washington Avenue	13-050-01-08-000	C541	W-109
W64 N723	Washington Avenue	13-050-01-07-002	C261	W-110

Wp: landmark listing by address – last update 6/19/14

Type of Designation: "C" = Columbia Road Historic District; "W" = Washington Avenue Historic District with National Registry's ID number; and local designation with year designated.

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky
Date Prepared: August 28, 2025

General Information:

Agenda Item: 6.E.

Applicant/Property Owner: N/A City Initiated Item

Requested Action: Commissioners are requested to read and confirm their understanding and acceptance of the City of Cedarburg Code of Ethics.

Discussion:
Commissioners are requested to read and confirm their understanding and acceptance of the City of Cedarburg Code of Ethics. If anyone has questions about the Code of Ethics, please contact the City Clerk, Tracie Sette, at 262 376-3919 in advance of the meeting.

CHAPTER 5 ETHICS CODE

Sec. 2-5-1 Declaration of policy.

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office is not to be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is established in this chapter a code of ethics for all City of Cedarburg officials and employees whether elected or appointed, paid or unpaid, including members of council as well as boards, committees and commissions of the city (city agencies). The purpose of this ethics code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Cedarburg and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the city.

(Ord. No. 2004-08)

Sec. 2-5-2 Responsibility of public office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern.

(Ord. No. 2004-08)

Sec. 2-5-3 Dedicated service.

(a) Officials and employees should adhere to the rules of work, professionalism and performance established as the standard for their positions by the appropriate authority.

(b) Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.

(Ord. No. 2004-08)

Sec. 2-5-4 Fair and equal treatment.

(a) *Use of public property.* No official or employee shall request or permit the unauthorized use of city-owned vehicles, equipment, materials or property for personal convenience or profit.

(b) *Fundraising.* With the exception of fundraising for purposes of raising money for city departmental programming, equipment, or capital projects, which may occur subject to council approval and all provisions of this Code and the State Statutes, the following shall be prohibited:

(1) No official or employee shall request or permit the use of city resources, city time or city equipment for the purpose of fundraising.

(2) No official or employee shall use his or her position, authority or influence, whether possessed or anticipated, to represent themselves as a city official or employee for private or public fundraising.

(b) *Obligations to citizens.* No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

(Ord. No. 2004-08; Ord. No. 2015-13)

Sec. 2-5-5 Conflict of interest.

(a) *Financial and personal interest prohibited.* No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this chapter or which would tend to impair independence of or action in the performance of official duties.

(b) *Definitions.*

(1) *Financial interest.* Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

(2) *Personal interest.* Any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

(3) *Person.* Any individual or legal entity.

(c) *Specific conflicts enumerated.*

(1) *Incompatible employment.* No official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties, unless otherwise permitted by law.

(2) *Disclosure of confidential information.* No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of the official or employee or others.

(3) *Gifts and favors.*

a. No public official or employee may use his or her public office to "obtain financial gain" or "anything of value" for the private benefit of himself or herself, for his or her immediate family, or for an organization with which he or she is associated.

b. No person may directly or indirectly offer or give "anything of value" to a local public official or employee if it could reasonably be expected to affect that official's vote, official action or judgment, or if it could be construed as a reward for any official action or inaction on the part of the local public official or employee. No local public official or employee may accept "anything of value" tendered under such circumstances. "Anything of value" is defined as "money or property, favor, service, payment, advance, forbearance, loan or promise of future employment". Legal campaign contributions are exempt from the definitions. An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or

a member of the guest's immediate family, was a City official or employee. This includes any discount on the price of admission, parking, or use of a box at a stadium that is tax exempt from general property taxes. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

c. No local public official or employee may take any official action that affects a matter in which the public official or employee, a member of his or her immediate family, or an organization with which the official or employee is associated has a substantial financial interest.

d. No local public official or employee may use his or her office or position in any way that produces or assists in producing a substantial benefit, either directly or indirectly, for the official or employee, any members of his or her immediate family, or an organization with which the official or employee is associated.

(4) *Representing private interests before city agencies or courts.* No officer or employee shall appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any city agency. However, members of the common council may appear before city agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations.

(d) *Contracts with the city.* No city officer or employee who, in his capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the city unless it is within the confines of section 946.13.

(e) *Disclosure of interest in legislation.*

(1) Any member of the common council who has a financial interest or personal interest in any proposed legislation before the common council shall disclose on the records of the common council or the ethics board created by this chapter the nature and extent of such interest.

(2) Any other official or employee who has a financial interest or personal interest in any proposed legislative action of the common council or who serves on a board or committee, shall disclose the nature and extent of such interest.

(3) If there is a conflict of interest for any official or employee, he or she must refrain from participating in any way including discussion, deliberations or action on the item.

(Ord. No. 2004-08)

Sec. 2-5-6 Advisory opinion.

Any questions as to the interpretation of any provisions of this code of ethics chapter shall be referred to the personnel committee serving as the ethics board or the city attorney. The fact that a person seeks an advisory opinion and abides by the material facts as stated, is evidence of intent to comply with the ethics code.

(Ord. No. 2004-08)

Sec. 2-5-7 Jurisdiction and application.

(a) The personnel committee shall have administrative jurisdiction over this code of ethics chapter and shall be deemed the ethics board pursuant to Wis. Stats. § 19.59(3)(d) for that purpose. An individual may request an

advisory opinion on the propriety of any matter to which he or she is or may become a party. However, the personnel committee has complete discretion as to whether to issue such an opinion. All requests and advisory opinions to the ethics board must be in writing.

(b) The personnel committee may make recommendations with respect to amendments to this code of ethics chapter.

(c) Upon the sworn complaint of any person alleging facts which, if true, would constitute improper conduct under the provisions of this chapter, the personnel committee shall conduct an investigation of the facts of the complaint; if the investigation indicates there may be a reasonable basis for the complaint justifying further investigation, the committee shall conduct a public hearing in accordance with the common law requirements of due process, including notice, an opportunity to be heard, an opportunity to cross-examine witnesses and to present testimony and other evidence in support of the accused's position and an opportunity to be represented by counsel or other representatives at the expense of the accused. The committee shall make written findings of fact and issue a written decision concerning the propriety of the conduct of the subject official or employee and shall refer the matter to the common council for final disposition.

(d) In the event a member of the personnel committee is allegedly involved in an ethics code violation, the mayor, subject to the confirmation of the common council, shall appoint another council member to temporarily replace the member of the committee who is under investigation.

(Ord. No. 2004-08)

Sec. 2-5-8 Sanctions.

A determination that an official's or employee's actions constitute improper conduct under the provisions of this chapter may constitute a cause of suspension, removal from office or employment or other action permitted by law.

(Ord. No. 2004-08)

Sec. 2-5-9 Distribution of ethics code.

(a) The city clerk shall cause a copy of this code of ethics to be distributed to every public official and employee of the City of Cedarburg within 30 days after enactment of this chapter. Each public official and employee elected, appointed or engaged thereafter shall be furnished a copy before entering upon his duties.

(b) Each public official, the mayor, the chairman of each board, commission or committee and, through the city administrator, the head of each department shall, between May 1 and May 31 each year, review the provisions of this Code with his fellow council, board, commission, committee members or subordinates as the case may be and certify to the city clerk by June 15 that such annual review had been undertaken. A copy of this ethics code chapter shall be continuously posted on each department bulletin board wherever situated.

(Ord. No. 2004-08)