



**CITY OF CEDARBURG  
Landmarks Commission  
April 9, 2026  
Minutes**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Present – Chairperson Tom Kubala, Vice Chairperson James Pape, Tomi Fay Forbes, Elizabeth Krimmel, Erin Puro

Excused – Doug Yip

Also, Present – City Planner Mary Censky, Applicants Pat Armbruster, Andrew Whaley

**3. 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.

**4. APPROVAL OF MINUTES**

A. *March 26, 2026*

Motion made by Commissioner Puro and seconded by Commissioner Krimmel to approve the minutes of the March 26, 2026, meeting. The motion carried unanimously, with Doug Yip excused.

**5. COMMENTS AND SUGGESTIONS FROM CITIZENS**

None

**6. REGULAR BUSINESS; AND ACTION THEREON**

A. *Review, discussion, and possible approval of the request by property/business owner Armbruster's Inc. in c/o Patricia Armbruster, to replace the existing*

*awnings and related awning signs in front of Armbruster Jewelers due to age/wear. This .19-acre site, located at W62 N620 Washington Avenue, is zoned B-3 Central Business District with HPD Historic Preservation Overlay District.*

Pat Armbruster and Andrew Whaley represented the business. Mrs. Armbruster stated that the present awning can no longer be repaired, the pulleys are breaking, it is no longer functional. She also stated that a company cannot be found that will replace the current awning with a retractable awning. Thus, the replacement awning will be stationary. It will be 4-feet-deep, shallower than the present 5-foot-deep awning. Mrs. Armbruster should submit a building permit application to replace the awning, then a sign application regarding the wording on the awning. However, it is not anticipated there should be an issue with the wording as proposed.

Commissioner Krimmel made a motion to approve the awning, in Sunbrella Sea Grass Green 4645 by Glen Raven, as proposed. Commissioner Pape seconded the motion. The motion carried unanimously, with Doug Yip excused.

*B. Review and discussion about making an application for a FY2027 no-match subgrant to the State Historic Preservation Office. This type of grant could be used to fund an up-to-date architectural and historic survey of the City.*

In prior discussions, Commissioners expected that we would need to each take a portion of the city and survey it ourselves to make suggestions for consideration by the HPO. Commissioners were presented with a letter from Jason Tish of the State Historic Preservation Office today, surprisingly informing us that:

- 1) the present historic districts and historically designated buildings would not need to be included in an updated survey,
- 2) the project of taking on a city-wide survey would be handled by surveyors hired by the HPO. Every building within the municipal boundary that is not already surveyed/designated would be evaluated.
- 3) the survey should be completed within a year's time.

Discussion focused on community awareness. There is concern that the survey will not be well received by those who do not take the time to be self-informed, and who assume that including their buildings in the survey will limit their ability to alter their property. In fact, the survey does not impose any limits on any homeowners. It simply provides the city with additional information about our local history and our buildings. Information gleaned will be added to the National Archives. There is a difference between a listing in the National Historic Register, which does not limit alterations an owner can make to their property, and the Historic Overlay District, which imposes guidelines set by the Cedarburg Landmarks Commission. The intent of this survey is not to designate historic landmarks.

Chairperson Kubala stated that an initial question to Jason Tish would be regarding successful public relationship strategies that have been used in the past. Would being transparent about this project be the better strategy? There will be a survey team working in the city once the project begins. Are there venues we can use to enlist the support of

the city, such as the Museum or the Library?

There was mention about tax credits, but we are not well-informed on that issue.

The Commissioners' first task is to draft a letter of intent for the HPO, due in mid-September. Commissioners should also draw up a list of questions to ask Jason Tish.

**7. COMMENTS AND ANNOUNCEMENTS BY LANDMARKS COMMISSIONERS**

None

**8. ADJOURNMENT**

A motion was made by Commissioner Purim, seconded by Commissioner Krimmel, to adjourn the meeting at 9:03 a.m. The motion carried unanimously, with Doug Yip excused.