



**CITY OF CEDARBURG
A MEETING OF THE LANDMARKS COMMISSION
THURSDAY, JULY 23, 2026 – 8:30 AM**

A meeting of the Landmark's Commission of the City of Cedarburg, Wisconsin, will be held on Thursday, July 23, 2026 at 8:30 AM. The meeting will be held in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., on the lower level, Room 1.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
 - A. Chairperson Tom Kubala, Vice Chairperson James Pape, Council Member Amanda Didier, Tomi Fay Forbes, Doug Yip, Elizabeth Krimmel, Erin Puro
3. STATEMENT OF PUBLIC NOTICE
4. APPROVAL OF MINUTES
 - A. Approval of meeting minutes for June 25, 2026.
5. COMMENTS AND SUGGESTIONS FROM CITIZENS
6. REGULAR BUSINESS; AND ACTION THEREON
 - A. Review, discussion, and possible action/recommendation to the Plan Commission and Common Council to lend their support to the Landmarks Commission as they consider making an application in 2026 for a no-match grant from Wisconsin State Historical Society to have a community wide historic survey conducted in 2027.
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 PLANNER'S OFFICE IF UNABLE TO ATTEND THIS MEETING.

**City of Cedarburg
Landmarks Commission
June 25, 2026**

Unapproved

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, June 25, 2026 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, Council Member Amanda Didier, Tomi Fay Forbes, Erin Puro
Excused – Elizabeth Krimmel, Doug Yip

Also Present – City Planner Mary Censky, applicants John Bauer, Executive Director of the Cedarburg Art Museum, and contractors/applicants on behalf of the Cedarburg Art Museum Elliot Scott and Cole Felmer

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 Pape and seconded by Commissioner Forbes to approve the minutes of the May 14, 2026 meeting. Motion carried without a negative vote. Commissioners Krimmel and Yip excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – none

REGULAR BUSINESS

Applicant Paul Hackbarth, d/b/a Camp Bar, requests approval of a decal window sign located in the window of the front door of his business located at W63 N664 Washington Avenue. This .24-acre site, owned by John Roth Building LLC, is zoned B-3 Central Business District w/HPD Historic Preservation Overlay District.

The applicant is requesting permission to affix a decal sign to the front door glass representing the Camp Bar business logo. The proposed decal complies with sign code.

Council Member Didier made a motion to approve the decal with the condition that no other signs may be displayed in this window except by issuance of a Temporary Sign Permit from the Building Inspector for limited occurrences and periods of time, and that the applicant apply for and receive an after-the-

fact Sign Permit. Commissioner Pape seconded the motion. Motion carried without a negative vote. Commissioners Krimmel and Yip excused.

Applicant/property owner Cedarburg Art Museum and Society, Inc., in c/o Cole Felmer as the contractor, requests approval of their plans for front porch post and framing repairs along with deck replacement. This .42-acre property, located at W63 N675 Washington Avenue, is zoned B-3 Central Business District w/ HPD Historic Preservation Overlay District.

John Bauer, the Executive Director of the Art Museum, stated that the porch needs repair due to rot from water damage. A grant from the Greater Cedarburg Foundation is supporting the project. Contractors Cole Felmer and Elliot Scott described the damage to not only the decking, but under the decking wood rot is compromising the integrity of the columns and support for the porch. The decking will be removed and the underdecking and supports repaired/replaced. When the project is completed the porch will look the same as it does now. Chairperson Kubala complimented the contractors on a thorough job with submission of their plans. Mr. Bauer also stated they are considering some kind of a textured topcoat to be added to the surface of the porch so it is not as slippery when it is wet. Commissioner Puro made a motion that the project proceed as proposed upon the receipt of the Building Permit. Council Member Didier seconded the motion. Motion carried without a negative vote. Commissioners Krimmel and Yip excused.

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

Commission members present acknowledged receipt of and intention to comply with the Ethics Code.

ADJOURNMENT

A motion was made by Commissioner Puro, seconded by Council Member Didier, to adjourn the meeting at 8:43 a.m. Motion carried without a negative vote. Commissioners Krimmel and Yip excused.

Tomi Fay Forbes
Secretary

PLANNERS REPORT

To: City of Cedarburg Landmarks Commission

By: Mary Censky

Date Prepared: July 23, 2026

General Information:

Agenda Item:

Applicant/Property Owner:

This item is City initiated

Requested Action:

Review, discussion, and possible action/approval of a DRAFT Memo addressed to Plan Commission, Common Council, and Public seeking support for an application to State of Wisconsin Historical Society for a no-match grant to fund a 2027 Citywide historic survey of all properties that are not already located in a historic district or designated as landmarks.

Discussion:

There is a DRAFT Memo attached in the packet for your consideration. If the Landmarks Commission wishes to continue its effort toward having a citywide historic survey done in 2027, it would be appropriate to begin by circulating a memo requesting the support of the Plan Commission and Common Council at this time – prior to making application to the State for a no-match grant. The DRAFT Memo is also addressed to the public who may wish to attend either this Landmarks Commission meeting, the Plan Commission meeting on August 3, 2026, or the Common Council meeting on August 10, 2026, to comment on this subject.



MEMORANDUM

TO: Plan Commission
Common Council
Public

FROM: City of Cedarburg Landmarks Commission

DATE: July 23, 2026

RE: Historic Resources Survey

The City of Cedarburg Landmarks Commission requests your support of its plan to apply for a no-match grant from the State of Wisconsin Historical Society. If granted, the Commission would utilize these funds to contract for a citywide historic survey of all properties. This survey would exclude all properties that are already located in a historic district and any other properties that are individually designated as landmark property). As 'for your information', here are links to the historic surveys recently done for

The purpose of this project is to:

- Identify and document buildings, structures, sites, and neighborhoods that contribute uniquely to Cedarburg's history, architectural, and community character.
- Create a Citywide inventory of historic resources.
- Help guide future planning and preservation efforts.
- Identify properties that may be eligible for local, state, or national historic recognition.
- Preserve information about the community's history for future generations.

This survey is intended strictly as an information-gathering effort. Participation in the survey and inclusion of a property in the survey inventory will not place a property on any local, state, or national historic register, designate a property as a local landmark, impose any new regulations, requirements, or restrictions on private property rights, or change the zoning or permitted use of any property.

A historic survey helps a community understand, document, and protect the buildings, places, and neighborhoods that tell its story, while providing the information needed to make informed planning and development decisions for the future.

For Cedarburg specifically, the benefits may be realized in several ways:

1. Identifies What Makes Our Community Unique

A survey creates an inventory of historic buildings, structures, and sites that contribute to the city's identity and sense of place.

It helps answer the question: *"What places make our community special and why?"*

2. Provides Better Information for Decision-Making

Without a survey, local officials often make planning, redevelopment, and preservation decisions with incomplete information. A survey provides objective data on:

- Building age and architectural style
- Historical significance
- Integrity and condition
- Potential eligibility for historic designation

This information can guide:

- Comprehensive planning
- Zoning decisions
- Redevelopment projects
- Infrastructure improvements

3. Helps Preserve Community Character

Historic resources contribute to the character that residents and visitors value.

Understanding these resources allows a community to:

- Protect important landmarks and neighborhoods.
- Manage change thoughtfully.
- Encourage compatible new development.

4. Supports Economic Development

Historic character is often an economic asset. Communities with well-documented historic resources can:

- Promote heritage tourism.
- Support downtown revitalization.
- Increase community pride and investment.
- Position property owners to pursue certain historic preservation incentives and grants when available.

5. Creates a Baseline for the Future

Buildings are continually altered or demolished. A survey creates a permanent record of the community's historic resources before they are lost and provides a foundation for future planning efforts.

6. Engages the Community

Historic surveys encourage residents to learn about and share their community's history, strengthening local identity and fostering stewardship.

A historic survey is not intended to stop, change, or impose new regulations. Rather, it is a planning tool that helps the community identify and document the places that contribute to its history and character so that future decisions can be made with better information.

Examples of historic surveys done for other Wisconsin Cities can be found at the following links:

[City of Wauwatosa](#)

[City of Reedsburg](#)

[City of Wisconsin Rapids](#)

Funding for these surveys was provided by Certified Local Government Subgrants from the National Park Service, U.S. Department of the Interior and administered by the Wisconsin Historical Society.

Link to the [State of Wisconsin Historic Preservation Office/Certified Local Government Program/Certified Local Government Grants](#)

Link to [State of Wisconsin Intensive \[Historic\] Survey Manual](#)