



**CITY OF CEDARBURG
Site and Architectural Review Board
February 17, 2026
Minutes**

1. CALL TO ORDER

Chairman Adam Voltz called the meeting to order at 8:30 a.m.

2. ROLL CALL

Chairman Architect Adam Voltz, Plan Commission Co-Chairman Jack Arnett, Council Member Kristin Burkart, Architect Peter Damsgaard

Architect Paul Rushing was absent.

Also Present – City Planner Mary Censky, Administrative Assistant Theresa Hanaman

3. STATEMENT OF PUBLIC NOTICE

Administrative Assistant Hanaman confirmed that the meeting agenda had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

4. APPROVAL OF MINUTES

A. January 20, 2026

Council member Burkart made a motion, seconded by Architect Damsgaard, to approve the meeting minutes from January 20, 2026. The motion passed unanimously. Architect Rushing was absent.

5. REGULAR BUSINESS; AND ACTION THEREON

- A. *Review, discussion, and recommendation to the Plan Commission regarding plans submitted by applicant Margrett English, on behalf of property owner S Duane Stroebel, in support of their request to build an infill home on the .15-acre (~6,665 sq. ft.), Rs-6 Single Family/Two Family zoned vacant lot located at N45 W5665 Spring Street.*

Planner Censky explained that the request involves site and building plan review for reconstructing/replacing a previously existing legal nonconforming structure on this lot that burned down in 2009.

She noted that although the lot is smaller and narrower than current Rs-6 zoning standards—conditions that would normally require variances, the more specific code provision allowing replacement of a legal nonconforming structure that gets destroyed by fire would appear to govern the review. Under that provision, the new structure must meet required setbacks and yards “insofar as practicable.” She went through the extent to which this applicant's plan does not fully comply.

The building area is 1,040 sq. ft., where 1,100 sq. ft. is required, 1st floor area is 610 sq. ft., where 750 sq. ft. is required; the front yard setback is 20 ft. instead of 25 ft., the west side yard is 3 ft. (similar to the former structure), and the east side yard is 0 ft., where 4 ft. is required.

Censky would like a City Attorney opinion to confirm that Section 13-1-107-Existing substandard lots. Does not also come into play in this matter. The applicant presented her materials and color board. They will use LP SmartSide composite siding and asphalt shingles. Board members recommended extending the front overhang across the entire front facade and/or exploring a thoughtful front porch, even though it may create a bit more setback encroachment than the 20 feet.

ACTION:

Architect Damsgaard made a motion, seconded by Council Member Burkart, to send a favorable recommendation to the Plan Commission for approval of this infill site and house plan as presented as a replacement for the fire-destroyed previous home, which was a legal nonconforming structure on a legal nonconforming lot, and to include the following recommendations:

- 1) Extend the front awning style overhang across the entire front facade and/or add a modest, thoughtful front porch feature, even though it may create a bit more setback encroachment than the 20 feet.
- 2) List Planners’ conditions from report.

The motion passed unanimously. Architect Rushing was absent.

- B. Review, discussion, and recommendation to the Plan Commission regarding the Declaration of Restrictions and Covenants for the proposed new Quarry Park single-family detached residential subdivision proposed to be located directly north and east of the existing Holly Lane and Stone Lake Circle dead-ends, respectively.*

Joe Orendorf from Cornerstone Development participated by phone.

Planner Censky presented a revised draft of covenants and restrictions applicable to the proposed new Quarry Park Subdivision. The draft included her mark-ups based upon the applicant's recent interactions with the Site and Architectural Review Board on this topic.

Planner Censky noted that the proposed Covenants closely track both current and forthcoming design guideline updates. The Plan Commission is scheduled to review them on March 2, with City Council consideration on March 9. Any approval would be conditional upon Council adoption of the updated guidelines. Exceptions requested are as follows:

- Garage Door Height: An 8-foot garage door height has been requested. The Board expressed support for evaluating a corresponding code update to accommodate this change.

To avoid excessive repetition in home designs, two pathways were discussed:

- A pre-approved portfolio of multiple models and anticipated lot assignments are submitted for SARB review; subsequent buyer-driven modifications may be reviewed administratively unless redundancy concerns arise; or
- Plan-by-plan review. If a portfolio is not ready, each plan returns to SARB for review. Staff will introduce plans to the SARB/Plan Commission if architectural redundancy becomes a concern.

Cornerstone anticipates six base house plans (subject to buyer modifications); Kaerek Homes will also participate. The Board requested review of Cornerstone's six models and representative plans from Kaerek Homes to ensure adequate architectural variety. Staff will monitor submissions and raise concerns if redundancy becomes an issue.

ACTION:

Co-Chairman Arnett made a motion, seconded by Architect Damsgaard, to send a favorable recommendation to the Plan Commission, subject to the following conditions:

- 1) Approval of the Declaration of Restrictions and Covenants for Quarry Park, incorporating the Planner's markup;
- 2) Referral to Council to consider amending the code to allow 8 ft garage doors(replacing the 7 ft maximum); and
- 3) Compliance with the plan review process described above.
- 4) Planning Commission approval is conditional upon Council's adoption of the residential design guideline updates on March 9, 2026.

Motion passed unanimously. Architect Rushing was absent.

6. COMMENTS AND ANNOUNCEMENTS BY SITE AND ARCHITECTURAL REVIEW BOARD MEMBERS

Co-Chairman Arnett reported at the Ozaukee County Board meeting that the County Administrator publicly commended the City of Cedarburg Planning Department and Planning Commission for professional management of recent development matters related to the Lasata CBRF Facility.

7. CHAIRMAN'S ANNOUNCEMENTS

None

8. ADJOURNMENT

A motion was made by Co-Chairman Arnett, seconded by Architect Damsgaard, to adjourn the meeting at 9:12 a.m. The motion passed unanimously. Architect Rushing was absent.

Theresa Hanaman
Administrative Assistant