



**CITY OF CEDARBURG
Landmarks Commission
May 14, 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, Council Member Amanda Didier, Commissioner Doug Yip, Commissioner Erin Puro

Absent: Commissioner Elizabeth Krimmel

Also present: City Planner Mary Censky, Secretary Tomi Fay Forbes

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. Approval of meeting minutes from April 30, 2026

A Motion was made by Commissioner Yip, seconded by Commissioner Puro to approve the minutes of the April 30, 2026 meeting. Motion carried unanimously. Commissioner Krimmel excused.

5. COMMENTS AND SUGGESTIONS FROM CITIZENS

None

6. REGULAR BUSINESS; AND ACTION THEREON

- A. Review, discussion, and possible approval of the request by tenant applicant Megan Hanusa, d/b/a Cedarburg Toy Company, to place a lemonade stand in the alleyway located between her tenant space in the building at W62 N583 Washington Avenue and the Amy's Candy Kitchen tenant space in the building located at W62 N579 Washington Ave. This walkway, zoned B-3 Central Business District with HPD Historic Preservation Overlay District, is the subject of an easement agreement among three properties/owners. For the most part, it is located on the W62 N579 Washington Avenue property owned by Washington House Group LLC.*

Megan Hanusa is proposing permitting kids to hold a fundraiser once or twice a month for two hours on a Saturday during the summer for a non-profit of their choice. Students will sign up and run the fundraiser. Ms. Hanusa will purchase the supplies and facilitate the stand. The stand will be constructed of wood with a sign on the top naming the non-profit. The sign on the front will state, "Lemonade for a Cause." It will be placed in the middle of the alley, against the wall. The alleyway will not be blocked. The stand will be stored away between uses.

Planner Censky explained that the three property owners share the lot, an arrangement made at the time it was cast as a walkway. This type of request is generally handled at the staff level, except that it is also located in the HPD. Commissioner Purin suggested it might be a good idea to draw chalk lines on the pavement to indicate where to queue up to the west, so customers waiting to be served are not infringing on the sidewalks.

A motion was made by Commissioner Puro, seconded by Commissioner Yip, to approve the project subject to the conditions of the planner's report (application for a temporary sign permit, permission from the owners involved in the land easement, and securing any necessary food permits). The sign will state, "Lemonade for a Cause." Motion carried unanimously. Commissioner Krimmel was excused.

- B. Review, discussion, and possible approval of the request by tenant applicant Amy Herbst-Cox d/b/a Pompette Creperie & Café, to change the front door color, add/replace lights and hang window boxes on the east faced of the building located at W63 N631 Washington Ave. This property, owned by Collins investments LLC, is zoned B-3 Central Business District with HPD Historic Preservation Overlay District.*

Ms. Herbst-Cox is requesting the addition of flower boxes to improve the aesthetic of the building façade. The boxes (9" x 27") will be painted black to match the door, which will also be painted black (SW 6258). She also requests that the present façade light be replaced with a gooseneck, barn-style lamp, and that two other identical lights be added over the windows. A motion was made by Commissioner Puro, seconded by Commissioner Yip, to approve the proposed changes pending receipt of the building

and/or electrical permit necessary to install the light fixtures. The motion carried unanimously. Commissioner Krimmel excused.

C. Review, discussion, and possible approval of the Sign Plan request by tenant applicant Amy Herbst-Cox, d/b/a Pompette Creperie & Café, in support of her new tenant occupancy in the building located at W63 N631 Washington Avenue. This property, owned by Collins Investments LLC, is zoned B-3 Central Business District with HPD Historic Preservation Overlay District

The new sign, as proposed, will use the existing brackets. It is the same size, Chairperson Kubala stated it is a handsome sign.

A motion was made by Vice Chairperson Pape, seconded by Commissioner Puro, to approve the sign as presented. The motion carried unanimously. Commissioner Krimmel excused.

7. COMMENTS AND ANNOUNCEMENTS BY LANDMARKS COMMISSIONERS

None

8. ADJOURNMENT

A motion was made by Commissioner Yip, seconded by Commissioner Puro, to Adjourn the meeting at 8:50a.m. Motion carried unanimously. Commissioner Kimmel excused.