

LANDMARKS COMMISSION
July 9, 2020

LAN20200709-1
UNAPPROVED

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, July 9, 2020 at Cedarburg City Hall, W63N645 Washington Avenue, second floor, Council Chambers.

The meeting was called to order by Chairperson Judy Jepson at 7:05 p.m.

Roll Call: Present – Judy Jepson, Tomi Fay Forbes, James Pape, Doug Yip (alt)

Excused – Jeffrey Ellmaker, Tom Kubala, Robert Ross, Council Member
Barbara Lythjohan

Also Present – City Planner Jon Censky

STATEMENT OF PUBLIC NOTICE

Chairperson Jepson acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

ELECTION OF CHAIRPERSON, VICE CHAIRPERSON AND SECRETARY; AND ACTION THEREON

Chairperson

Secretary Forbes nominated Judy Jepson to continue to serve as Chairperson. The motion was seconded by Commissioner Yip and carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

Vice Chairperson

Secretary Forbes nominated James Pape to continue to serve as Vice Chairperson. The motion was seconded by Commissioner Yip and carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

Secretary

Commissioner Yip nominated Tomi Fay Forbes to continue to serve as Secretary. The motion was seconded by Vice Chairperson Pape and carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

APPROVAL OF MINUTES

Motion was made by Commissioner Yip, seconded by Secretary Forbes, to approve the minutes of the May 14, 2020 meeting. Motion carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

REGULAR BUSINESS

Consider Sign Plan Approval and Front Door Color Change for A Touch of Sass 'N Class Boutique Located at W62N555 Washington Avenue; and Action Thereon.

Petitioner Tina Arthur submitted an application for a sign plan for her new boutique. The proposed sign measures 30" x 36" and will hang from the existing bracket with chains to keep it from free swinging. The sign will depict Petitioner Arthur's business logo, which consists of angel wings enclosing her initials, TA in the center. The name of the shop will be placed above this logo at the top of the sign.

Also included in her application is the request to change the paint color of the front door of the building from white to plum purple. Petitioner Arthur stated that this color will match colors used in the interior of the shop.

Action:

Vice Chairperson Pape made a motion to approve the proposed sign and door color. The motion was seconded by Commissioner Yip. Motion carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

Discuss Verbiage for the Recognition Plaque for the Retirement of Wisconsin State Preservation Officer Joe DeRose and Discussion of Recognition Meeting; and Action Thereon.

Planner Censky provided Commissioners with two options for the wording format of the proposed plaque. Commissioner Yip and Secretary Forbes both expressed their belief that the option containing the more precise phrasing was better suited for the plaque. Chairperson Jepson voiced her desire that the wording express all of the help that Mr. DeRose has offered throughout the years. She expressed hesitation about using her name as Chairperson for the signature; however, the Commissioners agreed that her signature on behalf of the Landmarks Commission would be appropriate. Vice Chairperson Pape added that the plaque should include the new Cedarburg logo at the top.

Action:

Vice Chairperson Pape made a motion to accept the wording as proposed on draft Resolution No. 2020- with the word "it's" removed from the first sentence. The motion was seconded by Secretary Forbes. Motion carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

Review and Certify Code of Ethics; and Action Thereon.

The Landmarks Commission members acknowledged the Code of Ethics and agreed to abide by them.

ADJOURNMENT

Prior to adjournment, Planner Censky advised Commissioners that, until further notice, future meetings will be held online via the [zoom](#) app. Secretary Forbes wanted to make sure that Chairperson Jepson is included, as she does not have an internet connection. Planner Censky agreed to see if a different arrangement can be made to ensure she has access to the meetings.

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LAN20200709-3
UNAPPROVED

A motion was made by Vice Chairperson Pape, seconded by Commissioner Yip, to adjourn the meeting at 7:26 p.m. Motion carried without a negative vote with Commissioners Kubala, Ross, Ellmaker and Council Member Lythjohan excused.

Tomi Fay Forbes
Secretary

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