

**LANDMARKS COMMISSION
October 28, 2021**

**LAN20211028-1
UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, October 28, 2021 at Cedarburg City Hall, W63N645 Washington Avenue, lower level, Room 1.

The meeting was called to order by Chairperson Judy Jepson at 7:00 p.m.

Roll Call: Present – Chairperson Judy Jepson, James Pape, Tom Kubala, Tomi Fay Forbes, Chris Smith, Elizabeth Krimmel

 Excused – 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.

INTRODUCTION OF NEW MEMBER

Elizabeth Krimmel joined the Landmarks Commission. She has an extensive background in historic preservation. Commissioners welcomed her and expressed their hope that she enjoys working with them.

APPROVAL OF MINUTES

Motion made by Commissioner Pape and seconded by Commissioner Kubala to approve the minutes of the October 14, 2021 meeting. Motion carried without a negative vote with Council Member Lythjohan excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

REGULAR BUSINESS

Consider Window Installation at the Cedarburg Mercantile Building Located at W61N510 Washington Avenue; and Action Thereon

Petitioners Mike and Cindi Purnell brought their request before the Landmarks Commission during their September 9, 2021 meeting, proposing to replace their existing windows with like windows. Commissioners recommended that the windows on the front (west) upper level of the building be replaced because they are not original to the building (no doubt installed prior to the Historic District designation); however, the remaining windows on the north, east and south sides of the building should be repaired. Since that meeting, Administrative Secretary Vicki Guthrie discovered that a number of building classifications in the Washington Avenue Historic District have been changed due to building modifications made since the original 1985 Inventory Nomination Form was submitted. Among the buildings affected was W61N510 Washington Avenue, which was changed from contributing to non-contributing status.

Commissioner Pape asked when the changes occurred and who made them. Commissioners were unaware of these changes and how they were made, and Commissioner Pape questioned how those changes would affect Landmarks decision-making, since they rely on the National Register of Historic Places. Planner Censky stated that the Commission has always treated pivotal and contributing buildings as the most important to protect, and the Commission has permitted more freedom to make changes to non-contributing buildings.

Petitioner Mike Purnell stated that the Thoughtful Craftsmen quoted a price of \$1,800 per window for restoration. He reiterated his concern about the amount of time the windows would be out of the building, and how it would affect the appearance of the building during that time.

Commissioner Kubala stated that if a building is classified as pivotal or contributing it is important to maintain the original material of the windows, especially if they are in good condition. Commissioner Krimmel pointed out that it is possible for a non-contributing building to be placed back on the register as a contributing building; however, if changes are made to the original materials, the building's status is considered permanently changed.

Commissioner Pape stated that the windows in question cannot be viewed from the street and changing them would not have an impact on the visual landscape of the district. Commissioner Kubala stated that if the building was classified as contributing, the fact that the windows are on the side or back of the building would not matter, since originals should still be preserved if at all possible. Commissioner Smith stated that, given the building is non-contributing, it would be fair and reasonable to allow the Petitioners to proceed with replacing the windows.

Action:

Commissioner Smith made a motion that, given the new information that this building is non-contributing, the Commission recommends to the Plan Commission to allow the replacement of the windows in the building with wood windows, two over two, matching as closely as possible to the original windows, based on the sample the Petitioners presented at the September 9, 2021 meeting. Commissioner Pape seconded the motion. Motion carried without a negative vote with Council Member Lythjohan excused.

Planner's Remarks – Report of Significant Unapproved Changes:

It was brought to the attention of City Staff that earlier this week the entire front porch was removed from the building located at W63N671 Washington Avenue. At the October 14, 2021 Landmarks Commission meeting, changes to this building were proposed by Rosewood Roth LLC. The motion made and accepted by the Landmarks Commission was to approve paint color and tuck pointing. No other changes were to be made unless they were changes that do not alter the appearance of the building.

Commissioner Smith, who formerly owned the building, questioned the need for anything greater than general maintenance of the porch. Now that the porch was removed, there is a question of compliance with ADA guidelines, and any changes must be approved by the Landmarks Commission. The City Building Inspector will follow up with the owner on this issue. If the owner must meet ADA requirements due to the porch removal, they will have to come back before the Landmarks Commission.

Next Meeting's Agenda

Commissioners requested further information on building status updates in the Historic District, given the situation brought before us in tonight's meeting.

ADJOURNMENT

A motion was made by Commissioner Smith, seconded by Commissioner Forbes, to adjourn the meeting at 7:30 p.m. Motion carried without a negative vote with Council Member Lythjohan excused.

Tomi Fay Forbes
Secretary

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