

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Plan Commission meeting held on August 18, 2020.

President LeDonne called the meeting to order at 6:30 p.m.

Members present: Commissioners Deb Anderson, Jim Muckerheide and Roger Johnson, Trustee Scott Adkins and Village President Anthony LeDonne.

Members excused: None

Others present: Village Administrator Jeremy Smith, Assistant Development Director Kasey Fluet, Village Attorney John Macy, Administrative Services Director Samuel Liebert and applicants.

A quorum of the Village Board was not present at the meeting.

Consideration and possible action on the minutes on the Plan Commission meeting of July 21, 2020.

A motion by LeDonne, seconded by Anderson to approve the minutes of the Plan Commission meeting of July 18, 2020 as presented. Motion carried 5-0

Consideration and possible action on a on a Plan of Operation and site plan for Gregory Lawless, condominium N60W22951 Silver Spring building 11 unit 21 and 22.

Gregory Lawless, 34602 Bartlett Rd, Summit WI stated he restores vintage motorcycles/ cars and runs a metallurgical consulting business. Condo space is for storage and minor vehicle restoration projects as well as an office for his metallurgical consulting business.

Mrs. Fluet reviewed the Plan Staff Memo (copy attached); stating this site is zoned M-1. The general metal shop services is a permitted use in accordance with Section 17.0422 (A)(3)(c) in the M-1 Industrial District. Mr. Lawless will use this 3,000 square foot building for office space for his metallurgical business. The owners must also follow the declarations and By-Laws established for this Condominium Association for items such as payment of bills and no outside storage.

Plan Commission Comments: None

A motion by Johnson, seconded by Adkins to approve the Plan of Operation and site plan for Gregory Lawless condominium N60W22951 Silver Spring building 11 unit 21 and 22 a finding that the use and structures meet the principals of 17.1002(A-H), subject to payment of any water RCA fees, receiving final occupancy from the Building Inspector and the standard conditions of Exhibit A. Motion carried 5-0

Reconvene the public hearing of a Legal Non-Conforming Conditional Use, Plan of Operation and site plan for Harvest View Farms Inc. (N67W25913 Silver Spring Drive).

Bryan Lindgren was in attendance representing Harvest View Farms Inc, N67W25913 Silver Spring Dr.

Comments from Plan Commission: None

Comments from the Public: None

Mrs. Fluet reviewed the Plan Staff Memo (copy attached).

A motion by LeDonne, seconded by Anderson to close the public hearing. Motion carried 5-0.

Consideration and possible action on a Legal Non-Conforming Conditional Use, Plan of Operation and site plan for Harvest View Farms Inc. (N67W25913 Silver Spring Drive).

Staff has prepared a conditional use document for consideration at this meeting. The Plan Commission has heard testimony on the application for the Conditional Use, Plan of Operation and site plan, for Harvest View Farms.

The Plan Commission concluded that the Petitioner had provided substantial evidence with regards to the following Standards/Regulations:

- The Application is complete and consistent with 17.0502
- The use(s) and plans are compliant with 17.0503 & 17.0507 (Review of CU's).
- The use(s) and plans are compliant with 17.0200 (General Conditions)
- The uses(s) and plans are compliant with 17. 1000 (Site Plan Review)
- The Petitioner has provided substantial evidence and adequately addressed the findings of the impact report per 17.0506.A.

The Plan Commission concluded that the Petitioner had provided substantial evidence with regards to the Conditional Use Permit as follows:

- A.3.A. Site Plan Standards compliance
- A.3.B. Plan of Operation compliance
- A.3.C.-H. Various Plan(s) compliance
- A.4.-16. CU condition compliance
- B-L. Administrative CU Condition compliance

A motion by LeDonne, seconded by Anderson to approve the Conditional Use and site plan based upon the evidence presented at the Public Hearings for Harvest View Farms Inc. (N67W25913 Silver Spring Drive); a finding the use and structures meet the principals of 17.1002(A-H); subject to the standard conditions of Exhibit A.

Motion carried 5-0.

Convene the public hearing for a Conditional Use, Plan of Operation and site plan for Tim Carberry condominium N60W22951 Silver Spring building 2 unit 3.

Tim Carberry, W195N5748 Alder Court, Menomonee Falls was present.

Mrs. Fluet reviewed the Plan Staff Memo (copy attached); stating this site is zone M-1. The use of indoor storage is a conditional use in the M-1 Industrial District in accordance with Section 17.0506 (A)(5)(a). The owners are purchasing a condominium unit at the Venture Space site. The 1,500 square foot unit will be used to store personal items. The owners must follow the Declarations and By-Laws established for this Condominium Association for items such as payment of bills and no outside storage.

The Petitioner will need to prove the standards/conditions in the attached memo during the Public Hearing process. The Plan Commission may add additional conditions for the Petitioner to meet in the Conditional Use. The shaded areas (if any) in the attached memo reflect items in the code that are unlikely to be meritorious to the application or are administrative in nature.

Plan Commission Comments: None

Plan Commission stated the Petitioner had met the standards and directed staff to prepare a Conditional Use Order for review at the September 15, 2020 meeting at 6:30 p.m.

Public Comments: None

A motion by LeDonne, seconded by Anderson to adjourn the public hearing until September 15, 2020 at 6:30 pm.

Motion carried 5-0.

Convene the public hearing for a Conditional Use, Plan of Operation and site plan for Jim Carberry condominium N60W22951 Silver Spring building 2 unit 4.

Jim Carberry, N63W15656 Claremore Cir. Menomonee Falls, WI was present.

Mrs. Fluet reviewed the Plan Staff Memo (copy attached); stating this site is zone M-1. The use of indoor storage is a conditional use in the M-1 Industrial District in accordance with Section 17.0506 (A)(5)(a). The owners are purchasing a condominium unit at the Venture Space site. The 1,500 square foot unit will be used to store personal items. The owners must follow the Declarations and By-Laws established for this Condominium Association for items such as payment of bills and no outside storage.

The Petitioner will need to prove the standards/conditions in the attached memo during the Public Hearing process. The Plan Commission may add additional conditions for the Petitioner to meet in the Conditional Use. The shaded areas (if any) in the attached memo reflect items in the code that are unlikely to be meritorious to the application or are administrative in nature.

Plan Commission Comments: None

Plan Commission stated the Petitioner had met the standards and directed staff to prepare a Conditional Use Order for review at the September 15, 2020 meeting at 6:30 p.m.

Public Comments: None

A motion by LeDonne, seconded by Anderson to adjourn the public hearing until September 15, 2020 at 6:30 pm.
Motion carried 5-0.

Consideration and possible action on Final Plat for Hillside Ridge west of Hillside Road Extra Territorial Review Town of Lisbon.

Mrs. Fluet reviewed the Plan Staff Memo (copy attached); stating the property is in the Town of Lisbon and will stay in the Town of Lisbon.

A motion by Johnson, seconded by Anderson to recommend approval of the of the Final Plat to the Village Board for Hillside Ridge subject to review by the Village Engineer, the standard conditions of Plat approval and Exhibit A.
Motion carried 5-0.

Topics for Future Agendas: None.

Adjournment

A motion by LeDonne, seconded by Anderson to adjourn the meeting at 6:51 pm.

Motion carried 5-0

Respectfully Submitted,

Samuel Liebert
Administrative Services Director