

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

Minutes of the Plan Commission meeting held on December 20, 2022

The meeting was called to order by President LeDonne at 6:30pm at the Sussex Civic Center – Board Room 2<sup>nd</sup> Floor N64W23760 Main Street, Sussex, WI.

Members present: Trustee Greg Zoellick, Commissioners, Jim Muckerheide (arrived at 6:32pm), Mike Knapp, Roger Johnson Debbie Anderson, and Village President Anthony LeDonne

Members excused: Commissioner Mike Schulist

Others present: Community Development Director Gabe Gilbertson, Village Administrator Jeremy Smith, Village Attorney John Macy, Village Clerk Jennifer Moore, Village Engineer/Public Works Director Judy Neu.

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 November 15, 2022.**

A motion by Anderson, seconded by Zoellick to approve the minutes of the Plan Commission meeting of November 15,2022 as presented. Motion carried 6-0

**Consideration and possible action on plan of operation for Stagehand Furniture (N63W22595 Main Street, Sussex, WI 53089).**

A motion by Johnson, seconded by Zoellick to approve the plan of operation for Stagehand Furniture (N63W22595 Main Street, Sussex, WI 53089) subject to the standard conditions of Exhibit A. Motion carried 6-0

**Consideration and possible action on plan of operation for Stillwater Spa (N64W24801 Main Street, Suite 118, Sussex, WI 53089).**

A motion by Anderson, seconded by Zoellick to approve the plan of operation for Stillwater Spa (N64W24801 Main Street, Suite 118, Sussex, WI 53089) subject to the standard conditions of Exhibit A. Motion carried 6-0

**Consideration and possible action on plan of operation for Captivate Exhibits, Inc. (N56W24701 N Corporate Circle, Sussex, WI 53089).**

A motion by Johnson, seconded by Muckerheide to approve the plan of operation for Captivate Exhibits, Inc. (N56W24701 N Corporate Circle, Sussex, WI 53089) subject to the standard conditions of Exhibit A, and subject to the outdoor storage being removed prior to January 1, 2023 or submitting the Conditional Use Permit application to begin that process. Motion carried 6-0

**Consideration and possible action on plan of operation for S&J Honey, LLC (N63W23583 Main Street, Sussex, WI 53089).**

A motion by Zoellick, seconded by Muckerheide to approve the plan of operation for S&J Honey, LLC (N63W23583 Main Street, Sussex, WI 53089) subject to the standard conditions of Exhibit A.

Motion carried 6-0

**Public Hearing on a consideration of a Conditional Use Permit for a solar panel installation at W232N6274 Waukesha Avenue, Sussex, WI 53089**

No public comments

**Consideration and possible action for a Conditional Use Permit for a solar panel installation at W232N6274 Waukesha Avenue, Sussex, WI 53089**

Staff was directed to prepare the Conditional Use Order and schedule the next public hearing for the January Plan Commission Meeting.

Motion carried 6-0

**Public Hearing on a consideration of a Conditional Use Permit for a commercial recreation facility located at N66W25201 County Hwy VV, Sussex, WI 53089**

Motion by LeDonne, seconded by Zoellick Adjourn to the January 17, 2023 6:30pm Plan Commission meeting.

Motion carried 6-0

**Consideration and possible action on Freiheit Court Cell Non-Substantial Modification Determination**

Motion by LeDonne, seconded by Johnson to determine that the proposed collocation on the cell tower located at N64W24837 Freiheit Court is not substantial.

Motion carried 6-0

**Consideration and Possible Action on Freiheit Court Plan of Operation Approval**

Motion by Johnson, seconded by Zoellick to approve the site plan subject to the applicant submitting revised plans with the equipment located inside an equipment shelter or applying for a conditional use permit for the outdoor storage in conformance with Section 17.0500(A)(11)(a).

Motion carried 6-0

**Consideration and Possible Action on Golden Fields of Sussex Subdivision Concept**

The Plan Commission discussed the item with the applicant and provided items to consider in developing the preliminary plat. The Commission stated that feedback provided at this meeting does not guarantee an approval at a future meeting and comments are subject to change.

**Consideration and Possible Action on Wildflower Subdivision Concept**

The Plan Commission discussed the item with the applicant and provided items to consider in developing the preliminary plat. The Commission stated that feedback provided at this meeting does not guarantee an approval at a future meeting and comments are subject to change.

**Consideration and possible action of a final plat for Vista Run Addition No. 3**

Motion by LeDonne, seconded by Muckerheide to recommend approval to the Village Board of the Final Plat for Vista Run Addition No. 3 subject to the following conditions:

1. The standard conditions of Plat approval (Exhibit B) that are not in conflict with Wis. Stats. 236.13
2. Compliance, as required by Wis. Stats. 236.13(1)(b), with all Village Ordinances and Compliance with all aspects of the Developer's Agreement not in conflict with Wis. Stats. 236.13
3. Payment of all fees and subject to the standard conditions of Exhibit A

Motion carried 6-0

**Consideration and possible action of a final plat for Vista Run Addition No. 4**

Motion by Anderson, seconded by Johnson to recommend approval to the Village Board of the Final Plat for Vista Run Addition No. 4 subject to the following conditions:

1. Meeting all comments and conditions of the Village Engineer in a memo dated December 6, 2022.
2. The standard conditions of Plat approval (Exhibit B) that are not in conflict with Wis. Stats. 236.13
3. Compliance, as required by Wis. Stats. 236.13(1)(b), with all Village Ordinances and Compliance with all aspects of the Developer's Agreement not in conflict with Wis. Stats. 236.13
4. Payment of all fees and subject to the standard conditions of Exhibit A

Motion carried 6-0

**Adjournment**

A motion by LeDonne, seconded by Zoellick to adjourn the meeting at 7:57p.m.

Motion carried 6-0

Respectfully submitted,  
Jennifer Moore  
Village Clerk