



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

NOTICE OF PUBLIC HEARING
CONDITIONAL USE PERMIT APPLICATION
VILLAGE OF SUSSEX

TAKE NOTICE that the Plan Commission of the Village of Sussex will hold a public hearing on May 16, 2023, at 6:30 P. M. at the Sussex Civic Center, N64W23760 Main Street, Sussex, on the following item(s):

A conditional use permit in accordance with Section 17.0506(A)(2)(C) for an amendment to an existing Conditional Use Permit for a bowling alley located at N64W24576 Main Street. The petitioner is Sussex Bowl.

Copies of the applications and plans are available for review at the Sussex Civic Center, N64W23760 Main Street from 8:00 a.m. until 5:00 p.m., Monday through Friday or on our website at www.villagesussex.org.

Said hearing shall be public and citizens and persons of interest shall then be heard.

BY ORDER OF THE PLAN COMMISSION

Jennifer Moore,
Clerk/Treasurer

Posted on 04/24/2023



Project Name	<u>Sussex Bowl</u>
Tax Key #	<u>231.999.012</u>

VILLAGE OF SUSSEX
 PLAN OF OPERATION
 PROCEDURE LIST

Pre-application conference must be arranged with Gabe Gilbertson, Community Development Director. Please contact us at 262-246-5215 prior to submitting your application.

Complete the following: Plan of Operation, Service Reimbursement Agreement, Emergency Contact and Wastewater Discharge Permit.

Submit the completed forms and the required fee by the last business day of the month for consideration for the next Plan Commission Agenda. Please note that submitting by the deadline does not guarantee placement on the Plan Commission Agenda. Completed forms can be emailed to ggilbertson@villagesussex.org.

The following fees are required at the time of submittal:

<input checked="" type="checkbox"/>	Plan of Operation fee	\$175.00
<input checked="" type="checkbox"/>	Conditional Use fee (if necessary)	\$210.00
<input type="checkbox"/>	Pre Occupancy inspection fee	\$100.00

Please make check payable to: Village of Sussex (fees are non refundable)

Notes: PAID 3/13/23 CHECK NO. 13568

Additional fees are required for building permits, review fees, or other items depending upon the nature of your request.

Contact Name for meetings: Beth Kjell Cell 608 575 8786
 Phone # 262-246-6808
 E-mail: Beth@sussexbowl.com

For office use only:

Met with staff on: _____
Paid fees on: _____
To be on the Plan Commission Agenda for: _____
Original forms to the following:
Plan of Operation to Jeremy _____
Service reimbursement _____
Emergency Contact to Sheriff Dept _____
Wastewater Permit to WWTP _____
Any outstanding fees owed on the property? _____



PLAN OF OPERATION

To be used for a business with changes or new business in an existing building.

Is this request to be considered for a Conditional Use? Yes If yes, is this a new CU? _____

(Conditional Use Permits require a Public Hearing)

OR an amendment to a CU? Yes

Tax Key # 231.999.012

Zoning: B-2 NEIGHBORHOOD BUSINESS

Address of Tenant Space: N64 W24576 Main St

1. Name of Business: Sussex Bowl

Business N64 W24576 Main St Sussex WI 53089 262-246-6808

Address City, State, Zip Phone #

steph@sussexbowl.com

Fax # Email address

2. Business owner contact information:

Stephen Hoehner

Contact N80W22910 PLAINVIEW RD SUSSEX, WI 53089

Address City, State, Zip Phone #

stephen@sussexbowl.com 262-719-2189

Fax # Email address

3. Building/Land owner contact information:

Kim Starz-Nicholas

Contact 9235 N 60th St Brown Deer, WI 53223

N64W24576 MAIN ST SUSSEX, WI 53089 414-333-9014

Address City, State, Zip Phone #

Fax # Email address

4. Number of Employees/Shifts: 40 Employees

Varies daily Shifts

5. Days of Operation:

Put an X in box that applies:
Hours
Open for business

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
X	X	X	X	X	X	X
9AM-2AM	9AM-2AM	9AM-2AM	9AM-2AM	9AM-2AM	8AM-2AM	8AM-2AM

6. Is this an extension of an existing operation? YES
7. On a separate sheet of paper explain your business use and/or the change to your business. Attach a list of all items to be sold, produced or stored on the premises.
8. Is a liquor license or any other special license to be obtained from the Village Board or State Licensing Agencies? _____ Do you need an Outdoor Establishment Permit? _____
 If yes, explain: _____
 If yes, please obtain and complete permit application.

9. If your proposed operation will utilize a liquor license, what types of entertainment are you proposing? CAR/Bike Show weekly on Monday / Live Music or DJ

10. Do you feel there will be any problems such as odor, smoke or noise resulting from this operation? Yes If yes, explain: Music shall play for 3 hrs (6-9, 5-8 or 5³⁰-8³⁰)

11. Dimension of area to be occupied _____ Total square footage _____
 If applicable list square footage according to 1st floor _____ 2nd floor _____

Please provide a copy of the site plan showing parking and layout of the building and if a multi tenant building, label the space which will be occupied by your business.

12. Parking:
 Total Number of Parking Spaces 100/4 Number of spaces needed per code _____
 Number of spaces allocated for employee parking _____
 Dimensions of parking lot _____ Is parking lot paved? _____

13. Signage: What type of signage are you proposing for your business?
New sign info provided - awaiting approval.
 If applicable, complete a Sign Permit application and submit to the Building Inspection Dept. Please refer to Chapter 17.0800.

I have reviewed a copy of the Zoning Ordinance in the Village of Sussex and hereby agree to abide by the same, as well as any and all terms and conditions of any permit issued pursuant to this application.

I do swear to or affirm that all statements contained herein are true and correct to the best of our knowledge.

Stephen Haehnen 3-12-23
 Name Date
President
 Title or Position

I am aware and approve of the business to be operating in the building owned by Kim Starc-Nicholas.
Stephen Haehnen 3-12-23
 Name Date
President
 Title or Position



Village of Sussex Fire Department
N63 W24335 Main Street
Sussex, Wisconsin 53089

Fire Station - PHONE
262-246-5197
Fire Station - FAX
262-246-5196

Waukesha County Sheriff – Sussex Office

Emergency Contact Form to be completed with Plan of Operation form.

Business Name: Sussex Bowl
Business Address: N64 W24576 Main St Sussex WI 53089
Business Phone #: 262-246-6808
Business Email: Stephen@sussexbowl.com

Business Emergency Contacts

Name and Phone #: Stephen Hoehnen
Name and Phone #: Cassie Hoehnen
Name and Phone #: _____

Building Owner Name: Kim Starz-Nicholas
Building Owner Email: BOLANES@SPCGLOBAL.NFT

Building Owner Emergency Contacts

Name and Phone #: Lee Nicholas 414-750-3867
Name and Phone #: KIM STARZ-NICHOLAS 414-333-9014

Knox Box (if applies) Have locks been changed and new key provided to Fire Department? Yes No



WASTEWATER DISCHARGE PERMIT APPLICATION

Business Name: Sussex Bowl

Address: N64 W24576 Main St Sussex WI 53089

Owner/Operator: Stephen Hoehner

Standard Industrial Classification #: N/A

How many people do you employ? 40+

What are your businesses hours of work? Sunday - Saturday 8AM - 2AM

Who is responsible for water quality? (List job titles)
N/A

Time and Duration of Discharge: N/A

Average and Peak Wastewater Flow Rates (Include any daily, monthly or seasonal variations):
N/A

Please describe the activities, facilities, and plant processes on the premises including all materials and types of materials which are or could be discharged:
N/A

Please list each product your business produces. (Include type, amount and rate of production):
N/A

What are the constituents and characteristics of your wastewater?
N/A

New construction: attach site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.

Print Form

Clear Form



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**VILLAGE OF SUSSEX
 PROFESSIONAL SERVICES REIMBURSEMENT NOTICE**

Pursuant to the Village of Sussex Ordinance No. 3.11, the Village of Sussex Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Planner, or any other of the Village's professional staff results in a charge to the Village for that professional's time and services and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge that service for the fees incurred by the Village to the property owner incurring those fees even if the request is not approved. Also, be advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved. Imposition of any fees, costs or charges, however, is subjected to the property owner's appeal rights as described in said Village of Sussex Ordinances.

I, the undersigned, have been advised that, pursuant to said Village of Sussex Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village even if the request is not approved. In addition, I have been advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are my responsibility even if the request is not approved. By signing this document however, I am not waiving my appeal rights that are described in said Village of Sussex Ordinances.

PLEASE PRINT LEGIBLY

Name and Mailing Address of the Property Owner and /or Authorized Agent for Invoices:

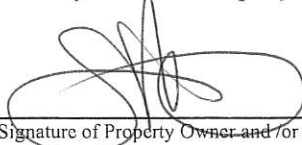
Same as below;

Business Name: Sussex Bowl

Name of Owner and Address of the Property involved in the Request (if different from above):

Stephen Hoehner
N64W24576 Main St Sussex WI 53089

Tax Key No. of the Property involved in the Request: SUXV


 Signature of Property Owner and/or Authorized Agent

3-12-23
 Date

 Signature of Village Official Accepting Form

 Date

A copy of this completed form shall be provided to the Village Clerk for billing purposes.

Action Plan for Sussex Bowl Car/Bike Nite Cruise In

- Guests participating in cruise in will enter off Main Street and follow route around to park accordingly in spots (1 car or truck 1 spot, 2 bikes 1 spot) directed by SB employees dressed in bright staff/security shirts .
- Our parking Lot will be monitored at 4pm to accommodate cruise in guests by SB volunteers/employees at entrance, exit and directing motorized participants & guests to appropriate parking. A SB employee across the street at strip mall till 5pm to keep their lot available to their guests till they close. Strip mall lot will be cleaned up Monday night by SB employees to assure cleanliness of neighbor's lot. Permissions have been given from Property Manager & tenants.
- (2) Port-a-potties will be dropped 1 week prior to start of event week of May 1st - May 5th.
- Cruise In Event shall run Every Monday starting May 8th through August 28th from 4pm - 10pm. (Current permissions for 5/8, 5/22, Live music or DJ will be available & on stage from 5pm-8pm.
 - Additional Temporary beer/soda stand outside of building a possibility. All guests to be carded & IDs verified by SB employee(S) and wrist banded for easy identification. (Colors of wrist bands to change weekly)
- 50/50 Raffles will be on site with 1/2 donations going to yearly charity. (1st year will be Optimist Club, other will be determined & tracked on a yearly basis) Raffle license applied for.
- Electricity will be supplied for stage area & additional temporary beer/soda/food by Sussex Bowl via inside of building or from volleyball area.

April 10, 2023

Village of Sussex License Committee

Revised Extension of Premise

Sussex Bowl Monday Night Outdoor Pistons & Pins Events May through September

Our current License allows the sale of alcoholic beverages to be sold inside of Sussex Bowl & beverages can be consumed outside in our volleyball courts, bags area & front patio area.

1. We would like to expand the area to include the entire parking lot for our Monday Night events to run from 4pm-10pm. All guests will be wrist banded to show proper ID has been shown for consumption of alcoholic beverages. There will be alcoholic beverages served from the Volleyball bar area bar, inside bar and possibly a smaller mobile beer station. The outside bars will be closed by no later than 10:00pm unless noted to Village Hall.
2. We will have live music or a DJ performing in the volleyball area from 5pm - 8pm. Within the volleyball area the speakers will be monitored and modified as need be with a decibel meter within village guidelines. After 8pm regular piped in music from the food & beverage hut will be used in accordance with the village's guidelines.
3. There will be a one-way entrance into Sussex Bowl on Main Street & an exit onto Pewaukee St monitored & directed by staff at Sussex Bowl.
4. Other parking available to guests will be on Pewaukee Rd, and we have made arrangements for parking at the Wessex Centre with the tenants and have received permission from Baceline (Property Management) after they close.

Thank you for your time and consideration of our plan. We look forward to bringing more awareness to the youth of the area of great machinery shown throughout the summer season and contributing to a variety of charities throughout the years. Any questions please feel free to contact Stephen Hoehnen 262-719-2189 or Beth Kjell

608-575-8786

Sincerely,

Sussex Bowl Impact Report for Sussex Bowl's Pistons & Pins Cruise in 2023

Traffic - Should not be disrupted as we will have a dedicated entrance & exit from 4pm - 10pm

Parking - will be limited to one side of Pewaukee Road. We will be responsible for temporarily blocking off one side of the street parking sited by Fire Dept. / Wessex tenants have signed off on acknowledgement paperwork that we will be using their lot for overflow. Parking would continue as normal for the rest of Pewaukee Road. We've made an inquiry with our insurance agent about adding Wessex (Baceline Group) to our Certificate of Insurance for Mondays.

1. Noise - We will maintain whatever level decibel the village allows by utilizing a decibel meter as needed. Live music or DJ shall cease at 8:00pm. After 8pm regular piped in music from the food & beverage hut will be used in accordance with the village's guidelines.

Odor - We do not anticipate any odor out of the ordinary to occur.

Safety - Large orange cones will mark crossing from Wessex (this will be a process to see where heavy volume occurs) Our staff will be in bright colored shirts, so guests or village personnel know who to talk to for questions.

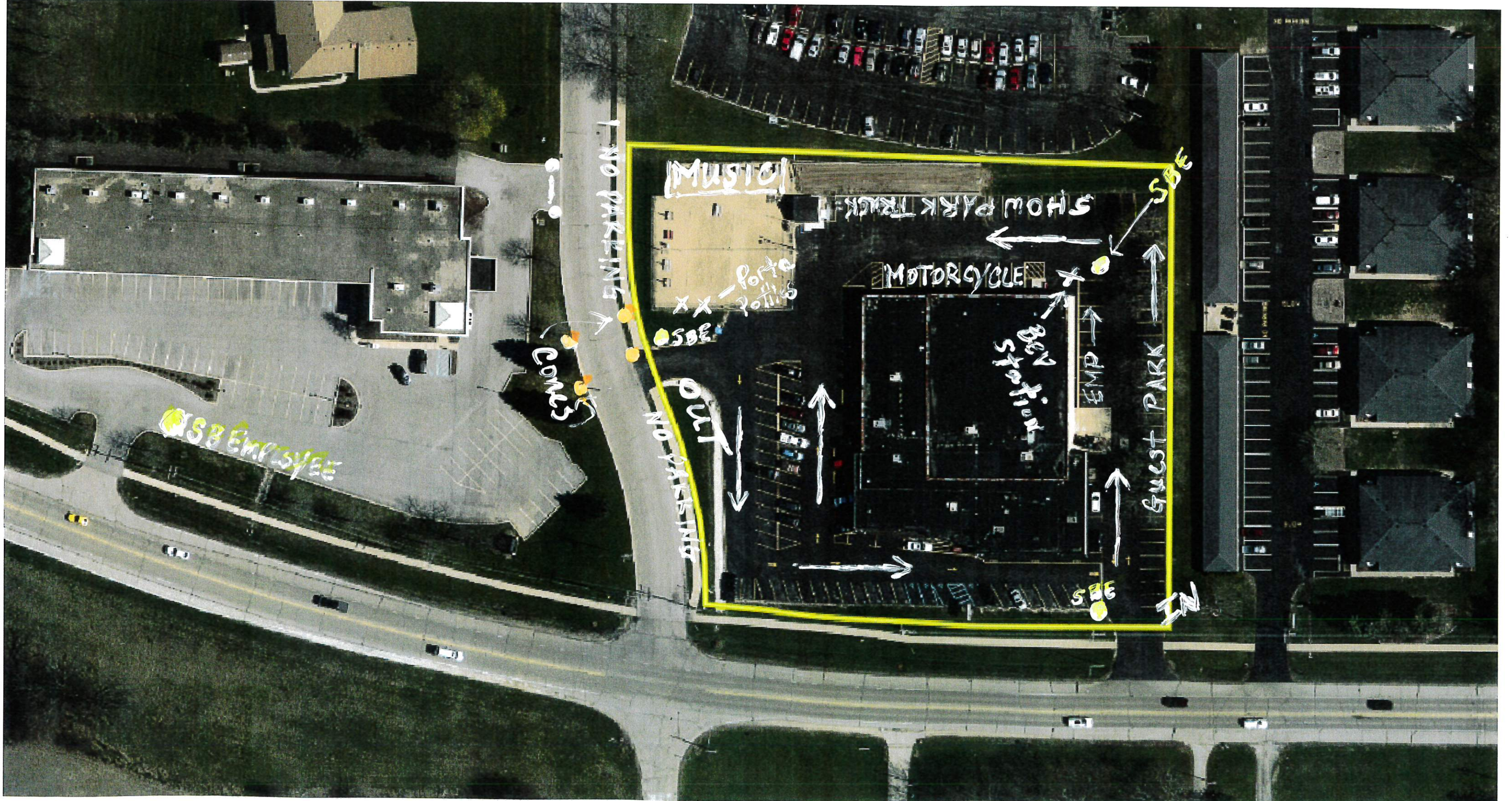
Crime - We do not anticipate any crime related activity.

Hours of Operation - The outside area will be operating from 4pm (2/3pm set up) till 10pm.

Health & Sanitation - We will have (2) port potties on site along with multiple trash & recycling stations. We have (3) full bathroom facilities inside the bowling center with hand washing stations in each available for all guests.

Property Maintenance - We maintain our own property and will pick up all debris in Wessex Lot on Monday's when shows occur throughout the cruise in year (May - August)

Any questions or concerns, feel free to contact me at 608-575-8786



MUSIC

SHOW PARK TRUCK

MOTORCYCLE

Be Staffing

EMP

GUEST PARK

SBE

OUT
NO PARKING

NO PARKING

CONES

SBE EMPLOYEE

Porta
potties

SBE

SBE

SBE