

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, AUGUST 15, 2023
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

The meeting was called to order by President LeDonne at 6:32pm at the Sussex Civic Center – Board Room 2nd Floor N64W23760 Main Street, Sussex, WI.

Members present: Commissioners Jim Muckerheide, Roger Johnson, Debbie Anderson, Trustee Greg Zoellick and Village President Anthony LeDonne

Members excused: Commissioners Mike Knapp and Mike Schulist

Others present: Community Development Director Gabe Gilbertson, Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Attorney John Macy, Village Engineer Judy Neu, Deputy Clerk Jen Boehm, applicants, and members of the public.

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 June 20, 2023.

A motion by Zoellick, seconded by Anderson to approve the minutes of the Plan Commission meeting of June 20, 2023 as presented. Motion carried 5-0

Consideration and possible action on a Plan of Operation for The Marek Group located at W251N5350 Business Dr.

A motion by Johnson, seconded by Anderson to approve the Plan of Operation for The Marek Group located at W251N5350 Business Dr.

Motion carried 5-0

Reconvene a Public Hearing on a Conditional Use Permit for outdoor storage associated with the T-Mobile cell tower collocation on Freiheit Court.

Karol Fahey for T-Mobile was present and stated the Conditional Use Permit was received and acceptable. After no public comments, a motion by Zoellick, seconded by Muckerheide to close the Public Hearing. Motion carried 5-0

Consideration and possible action of a Conditional Use Permit, for outdoor storage associated with the T-Mobile cell tower collocation on Freiheit Court on the parcel identified by Tax Key No. 231.989.007.

A motion by Johnson, seconded by Anderson to approve a Conditional Use Permit, Plan of Operation, and site plan for outdoor storage of equipment associated with a wireless communication tower collocation located at the property identified by Tax Key No.

231.989.007 and 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

Consideration of a Legal Non-Conforming Conditional Use Permit for Mike Dupont for a self-storage building and outdoor storage in the B-3 Highway Business Zoning District.

A motion by LeDonne, seconded by Muckerheide to direct staff to hold a public hearing at the 9/19/2023 Plan Commission meeting or the 10/17/2023 meeting if the applicants are unavailable in September. Applicant should come prepared to discuss the Plan of Operation, background information, hours of operation, roads, lights, fencing, and safety.

Motion carried 5-0

Consideration of a Conditional Use Permit amendment for Beer Capitol for a warehouse and distribution expansion at their facility located at W222N5700 Miller Way.

A motion by Johnson, seconded by Anderson to direct staff to hold a public hearing at the 9/19/2023 Plan Commission meeting. Applicant should come prepared to discuss the Plan of Operation, screening, fire hydrants, access sites, increased truck volume, and traffic patterns.

Motion carried 5-0

Consideration and possible action on a resolution recommending the Village Board adopt an Ordinance amending the Land Use for a portion of the parcel identified by Tax Key No.227.038.007 in the Vista Run Subdivision from the Single-Family Attached and Two-Family Residential Land Use classification to the Medium Density Single Family Residential Land Use classification.

A motion by Muckerheide, seconded by Anderson to approve the Resolution and recommend to the Village Board the adoption of an Ordinance to amend the Land Use Plan Map, a component of the Comprehensive Plan for Outlot 10 and 12.

Motion carried 5-0

Consideration and possible action on recommending the Village Board to adopt an Ordinance Rezoning a portion of the parcel identified by Tax Key No. 227.038.007 in the Vista Run Subdivision from the SFRD-3 Single-Family Attached with a PDO Planned Development Overlay to the RS-2 Single-Family Residential with a PDO Planned Development Overlay.

A representative was present and gave a brief overview. A motion by Muckerheide, seconded by Anderson to recommend to the Village Board to approve the Ordinance to rezone a portion of the parcel identified by Tax Key No. 227.038.007 of the Vista Run subdivision from the SFRD-3 Single Family Attached with a PDO Overlay to the RS-2 Single-Family with a PDO Overlay and schedule a public hearing.

Motion carried 5-0

Consideration and possible action on a Preliminary Plat for the Vista Run Subdivision for a portion of the parcel identified by Tax Key No. 227.038.007.

A motion by Muckerheide, seconded by Anderson to approve the Preliminary Plat and recommend to the Village Board to approve the Preliminary Plat for Vista Run Phase V Subdivision for a portion of the parcel identified by Tax Key No. 227.038.007, subject to the following conditions:

1. Standard conditions of approval for Preliminary Plats.

2. Approval of the proposed Land Use Amendment and Rezoning by the Village Board to allow for the proposed development.
3. Final review and conditions from Waukesha County and the Wisconsin DOA being addressed.
4. The standard conditions of Exhibit A. Motion carried 5-0

Consideration and possible action on a Final Plat for the Vista Run Subdivision for a portion of the parcel identified by Tax Key No. 227.038.007.

A motion by Johnson, seconded by Zoellick to recommend approval to the Village Board of the Final Plat for Vista Run Phase V subject to the following conditions:

1. The standard conditions of Plat approval that are not in conflict with Wis. Stats. 236.13.
2. Payment of all fees and subject to the standard conditions of Exhibit A.
3. A final Utilities Plan submitted to the Engineering Department for their review and approval and utilities installed before the Final Plat is recorded.
4. Final review and conditions from Waukesha County and the Wisconsin DOA being addressed. Motion carried 5-0

Consideration and possible action on an Ordinance to repeal and recreate the Floodplain Management section of Chapter 14 Stormwater Management.

Village Engineer Judy Neu answered questions from the Plan Commission. A motion by Johnson, seconded by Anderson to recommend to the Village Board to approve the Ordinance to repeal and recreate the Floodplain Management sections of Chapter 14 Stormwater Management of the Municipal Code. Motion carried 5-0

Reconsideration and possible action on an Ordinance to repeal and recreate Section 4.06(6)(A) regarding the number of dogs over the age of 5 months kept upon any premise within the Village.

A motion by LeDonne, seconded by Johnson to recommend to the Village Board to approve the Ordinance to repeal and recreate Section 4.06(6)(A) regarding the number of dogs over the age of 5 months kept upon any premise within the Village with any changes made as the Plan Commission deems appropriate. Motion carried 5-0

Consideration and possible action on an accessory structure larger than 250 square feet as regulated by Section 17.0704(A)(2) for the property located at W240N7449 Maple Avenue.

Evan Schienbein was present and answered questions from the Plan Commission. A motion by Muckerheide, seconded by Anderson to approve the accessory structure at 864 square feet at the property located at W240N7449 Maple Avenue. Motion carried 5-0

Other Items for Future Discussion

None

Adjournment

A motion by LeDonne, seconded by Anderson to adjourn the meeting at 7:28p.m.

Motion carried 5-0

Respectfully submitted,
Jen Boehm
Deputy Clerk