

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, DECEMBER 19, 2023
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

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

Members present: Commissioners Jim Muckerheide (arrived at 7:47pm), Roger Johnson, Debbie Anderson, Trustee Greg Zoellick, and Village President Anthony LeDonne

Members excused: Mike Schulist and Mike Knapp

Others present: Village Administrator Jeremy Smith, Community Development Director Gabe Gilbertson, Assistant Village Administrator Kelsey McElroy-Anderson, Village Attorney John Macy, Clerk/Treasurer Jennifer Moore, 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 November 21, 2023.

A motion by Johnson, seconded by Zoellick to approve the minutes of the Plan Commission meeting of November 21, 2023 as presented. Motion carried 4-0

Consideration and possible action on a Plan of Operation for the Bug Line Bazaar located at N63W23580 Silver Spring Road.

A motion by Johnson, seconded by Anderson to approve the Plan of Operation for the Bug Line Bazaar located at N63W23580 Silver Spring Road and a reduction in parking stalls from the required 7 stalls to 2 stalls due to available street parking and store's accessibility to the Bug Line Trail, subject to the standard conditions of Exhibit A.

Motion carried 4-0

Public Hearing and discussion and possible action on a Conditional Use Permit for an Accessory Apartment according to Section 17.0506(B)(5) located at N61W23728 Sumac Lane.

The petitioner was present to answer questions. Pam Meyer, N62W23727 Hickory, is concerned what will happen if the house is sold. Staff noted that the Conditional Use Permit would go with the land if it is sold. There cannot be a renter either short term or long term in the accessory apartment.

No additional parking spaces are required and a sidewalk from the driveway to the apartment exterior door is planned for the future.

Motion by LeDonne, seconded by Zoellick to direct staff to prepare the Conditional Use Order and to reconvene the public hearing on the Conditional Use Order at the January 16, 2024 Plan Commission meeting.

Motion carried 5-0

Public Hearing and discussion and possible action on a Conditional Use Permit for a new wireless communications facility located at N249W5889 Executive Drive.

The Applicant was present to answer questions. There were no public comments.

A motion by LeDonne, seconded by Anderson to direct staff prepare the Conditional Use Order and to reconvene the public hearing on the Conditional Use Order at the January 16, 2024 Plan Commission meeting.

Motion carried 5-0

Reconvene a Public Hearing on 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 located at W240N6689 Maple Ave.

Roger Johnson recused himself from this agenda item.

The applicant was present to answer questions. There were no public comments.

The applicant stated he agrees to all terms of the Conditional Use Permit.

Motion by LeDonne, seconded by Zoellick to close the Public Hearing.

Motion carried 4-0

Discussion and possible action on 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 located at W240N6689 Maple Avenue.

Roger Johnson recused himself from this agenda item.

Motion by LeDonne, seconded by Zoellick to approve the 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 located at W240N6689 Maple Avenue subject to the standard conditions of Exhibit A.

Motion carried 4-0

Other Items for Future Discussion

None

Adjournment

A motion by LeDonne, seconded by Muckerheide to adjourn the meeting at 7:13p.m.

Motion carried 5-0

Respectfully submitted,
Jennifer Moore
Clerk/Treasurer