

VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on April 3, 2024.

President LeDonne called the meeting to order at 4:03 p.m.

Members present: Anthony LeDonne, Gary Foxe, Stacy Reidel, and Michael Smith

Members absent: Mike Knapp

Others present: Gabe Gilbertson, Community Development Director

**Consideration and possible action on the minutes of February 7, 2024.**

A motion Smith, seconded by Foxe to approve the minutes of the meeting held on February 7, 2024.

All ayes, motion carried.

**Consideration and possible action on exterior window vinyl for The Dollar Tree located at W249N5245 Executive Dr.**

A motion by President LeDonne, second by Foxe to approve the proposed installation of a green vinyl on the windows of the Dollar Tree tenant space.

All ayes, motion carried.

**Consideration and possible action on the site plan, architectural plan, lighting plan, landscape plan for a Mr. D's Carwash.**

Member Stacy Reidel arrived at 4:19 p.m.

Motion by President LeDonne, second by Reidel to approve the site, architectural, and landscape plan for Mr. D's Carwash located at the parcel identified by Tax Key No. 231.997.014, subject to the following conditions:

1. Submitting a revised site plan to Staff that includes additional evergreen trees on the northern corner of the subject property to provide additional screening from the residential multi-family buildings to the north.
2. Submitting revised elevations to Staff that provide the required amount of window and door openings on the street yard elevation facing State Highway 164.
3. Submitting a lighting plan to Staff that meets the requirements of the Sussex Design Standards.

All ayes, motion carried.

A motion by Foxe, seconded by Reidel to adjourn the meeting at 4:39 pm.

All ayes, motion carried.

Respectfully submitted,  
Jeremy Smith, Village Administrator