

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, March 19, 2024
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

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

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

Members excused: Commissioners Jim Muckerheide and Mike Schulist

Others present: Community Development Director Gabe Gilbertson, Village Attorney John Macy, Village Administrator Jeremy Smith, Village Engineer Judy Neu, Assistant Village Administrator Kelsey McElroy-Anderson, 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 February 20, 2024.

A motion by Zoellick, seconded by Anderson to approve the minutes of the Plan Commission meeting of February 20, 2024 as presented.

Motion carried 5-0

Discussion and possible action on a Plan of Operation for Sal's Pizza Restaurant Inc. located at N64W24370 Main Street.

A motion by Johnson, seconded by Zoellick to approve of the Plan of Operation for Sal's Pizza Restaurant Inc. located at N64W24370 Main Street and subject to the standard conditions of Exhibit A.

Motion carried 5-0

Public hearing and consideration and possible action on a Conditional Use Permit for M. D's Carwash located at the property identified by Tax Key Number 231.997.014 in the B-3 Highway Business Zoning District.

No one from the public spoke.

Davinder Toor, 12033 W Wilbur Ave was present and gave a brief explanation of the Plan of Operation. Hours of operation are 8:00am-7:00pm Monday-Saturday and 9:00am-5pm Sundays.

Matt Carey, 20725 Watertown Rd., Brookfield from Pinnacle Engineering was present and gave a brief explanation of car movement and car stacking.

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

Motion carried 5-0

Consideration and possible action on a waiver of provisions from Section 18 Land Division and Development of the Municipal Code for Vista Run V.

Eric Oberski, N27W24025 Paul Ct, Pewaukee gave a brief overview.

A motion by Johnson, seconded by Anderson the Plan Commission grant Vista Run LLC a waiver from Section 18.0902(B) to establish 32 lots in the Vista Run V phase of the Vista Run subdivision based on the consideration of the following factors and factors that may be relevant to the matter and that they meet the criteria necessary :

- a. Whether the request for a waiver or modification, if granted, would be consistent with the general intent of the ordinance.
- b. Whether the request for a waiver or modification, if granted, would adversely affect property owners in the surrounding area.
- c. Whether the request for a waiver or modification, if granted, would benefit the petitioner's project in a way that is consistent with the municipality's interests.
- d. Whether petitioner is in full compliance with applicable ordinances and agreements with the municipality.
- e. Whether, instead of granting the request for a waiver or modification, the ordinance itself should be changed to accommodate the kind of situation presented by the petitioner.

Motion carried 5-0

Consideration and possible action on a Final Plat for the Bista Run V Subdivision for a portion of the parcel identified by Tax Key SUXV0227058006.

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

- a. The waiver would be consistent with the general intent of the ordinance.
- b. The waiver would not adversely affect property owners in the surrounding area.
- c. The waiver would benefit the petitioner's project in a way that is consistent with the municipality's interests.
- d. The petitioner is in compliance with applicable ordinances and agreements with the municipality.
- e. The ordinance does not need to be changed to accommodate the kind of situation presented by the petitioner.
- f. The stormwater pond is added to the Plat as an outlot and dedicated to the Village prior to recording the final plat.

Motion carried 5-0

Other Items for Future Discussion

Discussion on the Village Land Use Plan and rezoning of land annexed into the Village as part

of the Border Agreement with the Town of Lisbon.

Start the process to amend and rezone the land that was annexed from Lisbon. Property owners and neighbors will be mailed notices. For public participation, the notice will be posted, put on the Village website, and a public hearing will be held.

Discussion on the vacant land on Main Street owned by the Village of Sussex.

The CDA wants to hold onto the land for economic development. We will market on our website.

Discussion on the Downtown Plan and if an update is necessary.

Johnson would like a review and reassessment of the Plan every 10 years.

A motion be Knapp, seconded by Johnson to have the CDA consider a possible revision of the Downtown Plan.

Motion carried 5-0

Adjournment

A motion by LeDonne, seconded by Knapp to adjourn the meeting at 7:08 pm.

Motion carried 5-0

Respectfully submitted,
Jen Boehm
Deputy Clerk