



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

AGENDA
VILLAGE BOARD
VILLAGE OF SUSSEX
6:00 P.M. TUESDAY, JUNE 23, 2020
SUSSEX CIVIC CENTER BOARD ROOM
N64W23760 MAIN STREET

THIS MEETING CAN BE ACCESSED VIRTUALLY:

1. BY CALLING 1 312-626-6799 AND ENTERING MEETING ID: 879 4958 3161
THE MEETING MATERIALS WILL BE AVAILABLE AT
WWW.VILLAGESUSSEX.ORG AND DURING THE MEETING BY WATCHING
CHANNEL 25 THE VILLAGE'S CABLE CHANNEL ON SPECTRUM CABLE.
2. CLICKING THE FOLLOWING LINK: <https://us02web.zoom.us/j/87949583161>

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes of the Village Board meeting held on June 9, 2020.
4. Communications and Public Hearings
 - A. Village President Report. Report on meetings attended/up-coming, communications, and recognitions including Successfully Sussex Awards.
 - B. Public Hearing on Ordinance 869 to Repeal and Recreate Sections 17.0416A. 4. (a), 17.0417 A. 4. (a), 17.0418 A. 4. (a), 17.0419 C. 4. (a), 17.0420 A. 4. (a) and 17.0421 A. 4. (a) of Chapter 17 Zoning Code Ordinance of the Village of Sussex Municipal Code with respect to drive-thru's for financial institutions.
 - C. Annual Audit and Citizen Annual Financial Report Presentation
5. Committee Reports
 - A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - C. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 1. Recommendation and possible action on Recreation Account Credit Policy.

- D. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
- E. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 - 1. Recommendation and possible action on Final Plat for Woodland Trails Subdivision east of Coldwater Creek Subdivision and south of Plainview Road.
 - 2. Recommendation and possible action on Ordinance 869 to Repeal and Recreate Sections 17.0416A. 4. (a), 17.0417 A. 4. (a), 17.0418 A. 4. (a), 17.0419 C. 4. (a), 17.0420 A. 4. (a) and 17.0421 A. 4. (a) of Chapter 17 Zoning Code Ordinance of the Village of Sussex Municipal Code with respect to drive-thru's for financial institutions.
- F. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - 1. Recommendation and possible action on request to hire FT Fire/Paramedics instead of Lt in 2020.
- 6. Staff Reports on upcoming events, projects in process, future agenda items and scheduled meetings.
- 7. Comments from citizens present.
- 8. Old Business.
- 9. New Business.
 - A. Consideration and possible action on renewal application for a Combination Class "B" Retail License for the Sale of Fermented Malt Beverages & "Class B" Retail License for the Sale of Intoxicating Liquors July 1, 2020 to June 30, 2021 to Thirsty Duck Sussex, LLC, N64W23180 Main St., Sussex WI 53089, Thirsty Duck, Agent: Daniel P Zierath.
 - B. Consideration and possible action on application for six-month Class "B" Retail License for the Sale of Fermented Malt Beverages, June 24, 2020 to December 24, 2020 to SBA Operations, LLC at the Village Park Concession Stand W244N6125 Weaver Dr., Sussex WI 530859; Agent Samantha May.
 - C. Consideration and possible action on applications for Amusement Device Licenses July 1, 2020 to June 30, 2021 for the following:
 - 1. Northern Novelty (Belfast Station) – 8 permits
 - 2. Northern Novelty (Thirsty Duck) – 14 permits
 - 3. Sussex Hometown – 4 permits
- 10. Consideration and possible action on resignations and appointments.
 - A. Trustee Appointment
- 11. Adjournment

Anthony LeDonne
Village President

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.

DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE VILLAGE BOARD AND ARE
SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD
VILLAGE OF SUSSEX
SUSSEX, WISCONSIN

**Minutes of the Village Board Meeting of
June 9, 2020**

1. Roll Call

The meeting was called to order by President LeDonne at 6:02 pm.

Members present: Greg Zoellick, Lee Uecker, Scott Adkins, Ron Wells, Wendy Stallings, Michael Bartzen and President Anthony LeDonne.

Members excused: None

Also present: Administrator Jeremy Smith, Attorney John Macy, Assistant Village Administrator Kelsey McElroy Anderson, Village Engineer Judith Neu, Deputy Clerk Linda Steinmetz, Dave Anderson of PFM Financial and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by Stallings, seconded by Uecker to approve the May 26, 2020 Village Board meeting minutes.

Motion carried 7-0

4. Communications and Public Hearings

A. Village President Report

President LeDonne stated that the Sussex Area Rummage Sale is June 12 and 13, from 8am to 3pm. On June 16 the Community Development Authority will meet at 3:30 pm, the Board of Fire Commissioners will meet at 5:00 pm, the Public Safety & Welfare Committee will meet at 6:00 pm, the Plan Commission will meet at 6:30 pm and Park & Recreation Board will meet at 7:00 pm. On June 17 the Pauline Haass Library Board will meet at 6:30 pm. On June 18 the Classic Car Cruise Night will begin at 6:00 pm. The route is 12 miles long, from Maple Elementary School through several neighborhoods ending at the Civic Center. There unfortunately is no party or parking of vehicles at the Civic Center due to Waukesha County Mass Gathering guidelines.

B1 & B2. President LeDonne opened the Public Hearings on Ordinance No. 868 for Land Use amendment from Low Density Single Family Residential, Medium Density Single Family Residential, Recreational to Medium Density Single Family Residential, Single Family Attached and Two Family Residential, Recreational, Agricultural, Environmental Corridor Isolated Natural Resource Area for the property located west of Hwy 164 and south of Silver Spring more specifically part of SUXV0227999, SUXV0227999004, SUXV0228996 and SUXV0228996002 and on Rezone Ordinance No. 864 from CR-1 and RS-3 Single Family Residential District to RS-2 Single Family Residential District, SFRD-3 Single Family Attached District, Park, with Environmental Overlays and Agricultural with a Planned Development Overlay District for the Vista Run Development on property located west of Hwy 164 and south of Silver Spring more specifically part of SUXV0227999, SUXV0227999004, SUXV0228996 and SUXV0228996002.

Bryan Lindgren of Neumann Development presented their plan for Vista Run. Vista Run will have six distinct housing types surrounded by open space. 30 two story attached Townhomes, 58 Duplex Ranch Condominiums, 98

single family residential Villas on 10,000 sf lots, 70 single family residential Residences on 12,000 sf lots, single family residential Estates on 15,000 sf lots plus 62 acres of open space. Price points range from \$300K to \$600K. Development will have a central park, playground, walking trails, community amenities and open space. Increase to tax base of approximately \$115 million.

Trustee Zoellick inquired how many townhomes were two units/ four units. Three four-unit and seven two- unit townhomes are planned.

Public Comments: None.

As there were no objections, President LeDonne closed the public hearing.

5. Committee Reports

5.A. Finance and Personnel

5.A.1. A Motion by Bartzten, seconded by Uecker to approve the May Check Register and P-card Statement in the amount of \$2,019,089.28. Motion carried 7-0

5.A.2. A motion by Bartzten, seconded by Stallings to approve the May Ace Hardware purchases in the amount of \$205.09. President LeDonne abstained. Motion carried 6-0

Liquor Licenses Renewals: Trustee Bartzten proposed that agenda items 5.A.3 through 5.A.5, plus 5.A.7 be considered together and there was no objection.

5.A.3. Approval of a Combination Class “B” Retail License for the Sale of Fermented Malt Beverages & “Class B” Retail License for the Sale of Intoxicating Liquors July 1, 2020 to June 30, 2021 to Helen & Quintin LLC, W232N6368 Waukesha Ave, Sussex, WI 53089, Rumors Sports Bar & Grill, Agent: Quintin M. Christensen.

5.A.4. Approval of a Combination Class “B” Retail License for the Sale of Fermented Malt Beverages & “Class B” Retail License for the Sale of Intoxicating Liquors July 1, 2020 to June 30, 2021 to the following:

- A. Russell Restaurant Group LLC, N64W23246 Main Street, Sussex, WI 53089, Belfast Station, Agent: Bruce Russell.
- B. Sussex Bowl Inc., N64W24576 Main Street, Sussex, W 53089, Sussex Bowl, Agent: Stephen M. Hoehnen.
- C. Fotron Corp, N64W23300 Main Street, Sussex, WI 53089, Sussex Inn, Agent: David A. Foti.
- D. Ichiban Sussex WI LLC, N64W24838 Main Street, Ste. 7, Sussex WI 53089, Ichiban Sushi & Steak House, Agent: Chuan Qing Dong.

5.A.5. Approval of a Combination Class “A” Retail License for the Sale of Fermented Malt Beverages & “Class A” Retail License for the Sale of Intoxicating Liquors July 1, 2020 to June 30, 2021 to the following:

- A. Navaab LLC, N64W24310 Main Street, Sussex, WI 53089, Sussex Liquor Mart, Agent: Paviter Sangha.
- B. Ultra Mart Foods LLC, P. O. Box 305103 Nashville TN 37230 for Pick ‘n Save #6380, N65W24838 Main Street, Sussex, WI 53089, Agent: Michelle Oster.
- C. The Main Street Pig Inc., N63W23735 Main Street, Sussex, WI 53089, Piggly Wiggly, Agent: Dennis R. Lipofski.
- D. Meijer Stores Limited Partnership, N51W24953 Lisbon Rd, Pewaukee, WI 53072, Meijer Store #275, Agent: Doug Smith.
- E. AM Sussex Inc, W232N6116 Waukesha Ave., Sussex, WI 53089, Sussex Mobil, Agent: Tadbir Dran.

- 5.A.7.** Approval of a Class “A” Retail License for the Sale of Fermented Malt Beverages and Cider July 1, 2020 to June 30, 2021 to the following:
- A. Meijer Stores Limited Partnership, N51W24847 Lisbon Rd, Pewaukee, WI 53072, Meijer Gas Station #275, Agent: Doug Smith.
 - B. Midwest Retail Group One LLC, N64W24925 Main Street, Sussex, WI 53089, 7-Eleven #35844, Agent: Elizabeth Evans.

A motion by Bartzten, seconded by LeDonne to approve agenda items 5.A.3 through 5.A.5, plus 5.A.7 (as listed above), subject to the standard conditions of license approval. Motion carried 7-0.

5.A.6. A motion by Bartzten, seconded by Uecker to deny a Combination Class “A” Retail License for the Sale of Fermented Malt Beverages & “Class A” Retail License for the Sale of Intoxicating Liquors July 11, 2020 to June 30, 2021 to TES-TFS, LLC, N63W23735 Main Street, Sussex, WI 53089, Piggly Wiggly, Agent: Ted Schelonka based on fact that sale fell through and TES-TFS, LLC will not own the business. Motion carried 7-0.

5.A.8. A motion by Bartzten, seconded by Stallings to approve renewal of Dance Licenses July 1, 2020 to June 30, 2021, subject to the standard conditions of license approval for the following:

- A. Kim Starz-Nicholas dba Sussex Bowl Inc. for Sussex Bowl (Class A, B, C).
- B. Fotron Corp for Sussex Inn (Class A & B)

Motion carried 7-0.

5.A.9. A motion by Bartzten, seconded by Stallings to approve renewal of Amusement Device Licenses and Arcade License July 1, 2020 to June 30, 2021, subject to the standard conditions of license approval for the following:

- A. Belfast Station – 7 permits
- B. Sussex Bowl – 54 permits + Arcade License
- C. Sussex Inn – 8 permits
- D. Rumors Sports Bar & Grill – 9 permits
- E. National Entertainment Network (Meijer Store) – 1 permit
- F. Meijer Stores Limited Partnership – 1 permit

Motion carried 7-0.

5.A.10. A motion by Bartzten, seconded by Uecker to adopt Resolution 20-19 combining wards for future Elections. Motion carried 7-0.

5.B. Public Works

5.B.1. A motion by Adkins, seconded by Bartzten to approve the Public Works bills for payment in the amount of \$1,503,159.82. Motion carried 7-0

5.B.2. A motion by Adkins, seconded by Zoellick to adopt Resolution 20-18 accepting the Compliance Maintenance Annual Report. Motion carried 7-0

5.B.3. A motion by Adkins, seconded by Zoellick to approve the 2021 annual road program as presented. Motion carried 7-0

6. Staff Reports

Mr. Smith stated that the Village is sending special assessment letters regarding utility extensions to residents along Good Hope Road explaining how these assessments are delayed until the Lisbon properties come into the Village. Staff will meet with those receiving a letter to explain the process. Friday is the opening of The Grove Playground at Village Park. Day Camp starts Monday, June 15 and will be held in the new building. Staff is meeting with the state on Monday regarding licensing for the new splash pad and hopefully that will be opening soon as

well as the multi-sport courts. Village Board usually meets the 2nd and 4th Tuesday of each month, however the Village has a different schedule during the month of July. Committees will meet July 14, Plan Commission will meet July 21 and Village Board will meet on July 28.

Mrs. McElroy-Anderson stated that there have been a lot of vehicles, pedestrians, and bicyclists moving through the Maple Avenue construction zone between Champeny and Main Street. This additional traffic is creating a serious safety issue for the construction crews, including a few near accidents. Staff has been educating the public through social media and with help from Waukesha County Sheriff's Department about the no traffic zone. The concrete paving of Maple Avenue from Clover Drive intersection to the south project limits starts Friday, June 12, 2020. The concrete pavement in the south section of Maple Avenue located north of Clover Drive will start on Monday June 15, 2020, weather permitting.

Mr. Macy stated that he had nothing to report.

Mrs. Steinmetz stated that she had nothing to report.

7. Comments from Citizens Present

Chuck Vojtas, W233N6466 Kneiske Drive Sussex, expressed his displeasure with design of intersection at Main St and Silver Spring Dr and its lack of a left turn lane onto Silver Spring. He was almost been hit head on by an inattentive driver. Wait time to turn left onto Silver Spring is very lengthy due to no left lane and no turn arrow. Mr. Vojtas stated the intersection is dangerous and something must be done to correct the issue.

8. Old Business

8.A. & 8.B. Sale of Bonds, Series 2020A and 2020B:

Dave Anderson, PMF Financial gave a sale results presentation regarding General Obligation Street Improvement Bonds, Series 2020A and Sewerage System Revenue Bonds, Series 2020B. The Village anticipates borrowing for the Maple Reconstruction project and the Plainview Road water loop in 2020. The Village's GO credit received a rating of Aa2 which is the third highest rating one can get (Presentation attached).

8.A. A motion by LeDonne, seconded by Uecker to adopt resolution 20-20 Awarding the Sale of \$8,000,000 General Obligation Street Improvement Bonds, Series 2020A.

A roll call vote was taken:

Zoellick – Aye
Uecker – Aye
LeDonne – Aye
Adkins – Aye
Stallings – Aye
Wells – Aye
Bartzen – Aye

The vote was 7-0, motion carried.

8.B. A motion by LeDonne, seconded by Uecker to adopt resolution 20-21 Awarding the Sale of \$1,040,000 Sewerage System Revenue Bonds, Series 2020B of the Village of Sussex, Waukesha County, Wisconsin and providing for the payment of the Bonds and other details with respect to the Bonds.

A roll call vote was taken:

Zoellick – Aye

Uecker – Aye
LeDonne – Aye
Adkins – Aye
Stallings – Abstained
Wells – Aye
Bartzen – Aye

The vote was 6-0, motion carried.

8.C. Vista Run Development:

8.C.1. A motion by Uecker, seconded by Stallings to approve Ordinance 868 for Land Use amendment from Low Density Single Family Residential, Medium Density Single Family Residential, Recreational to Medium Density Single Family Residential, Single Family Attached and Two Family Residential, Recreational, Agricultural, Environmental Corridor Isolated Natural Resource Area. Motion carried 7-0

8.C.2. A motion by Zoellick, seconded by Wells to approve Ordinance 864 from CR-1 and RS-3 Single Family Residential District to RS-2 Single Family Residential District, SFRD-3 Single Family Attached District, Park, with Environmental Overlays and Agricultural with a Planned Development Overlay District. Motion carried 7-0

8.C.3. A motion by Zoellick, seconded by Bartzen to approve the Preliminary Plat for Vista Run conditioned upon final review by the Village Engineer, standard conditions of Plat approvals and Exhibit A. Motion carried 7-0

8.C.4. A motion by LeDonne, seconded by Wells to approve Developer’s Agreement for Vista Run as presented. Motion carried 7-0.

9. New Business

None

10. Consideration on resignation and appointments

10.A. Motion by LeDonne, seconded by Zoellick to appoint Trustee Greg Zoellick to the Plan Commission. A roll call vote was taken.

Zoellick – Aye
Uecker – Nay
LeDonne – Aye
Adkins – Nay
Stallings – Nay
Wells – Aye
Bartzen – Nay

The motion failed, due to a super majority of 2/3 of the board not in agreement. Due to state law, members appointed to the Plan Commission require a 2/3 vote for approval.

11. Executive Session

President LeDonne read the notice to convene into executive session under Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to arbitration with the Town of Lisbon and under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever

competitive or bargaining reasons require a closed session with respect to a settlement between the Village of Sussex and Town of Lisbon.

A motion by Uecker, seconded by Adkins to convene into executive session under Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to arbitration with the Town of Lisbon and under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with respect to a settlement between the Village of Sussex and Town of Lisbon.

Upon a roll call vote being taken, the vote was: Aye - 7 Nay - 0.
The Board entered into executive session at 7:06 pm.

Motion carried 7-0

12. Action resulting from Executive Session

No action was taken after the executive session.

13. Adjournment

A motion by Uecker, seconded by Adkins to adjourn at 8:03 pm.

Motion carried 7-0

Respectfully submitted,

Linda Steinmetz
Deputy Clerk

NOTICE OF PUBLIC HEARING
VILLAGE OF SUSSEX

TAKE NOTICE that the Village Board of the Village of Sussex, Waukesha County, Wisconsin, will hold a public hearing on Tuesday, June 23, 2020 at 6:00 p.m. at the Sussex Civic Center, N64W23760 Main Street, Sussex to hear comments from citizens an ordinance to repeal and recreate Section 17.0416 A. 4. (a), Section 17.0417 A. 4. (a), Section 17.0418 A. 4. (a) Section 17.0419 C. 4. (a), Section 17.0420 A. 4. (a) and Section 17.0421 A. 4. (a) Chapter 17 zoning code.

A copy of the proposed ordinance is 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.

This hearing shall be public and citizens and person of interest shall then be heard.

By Order of the Village Board
Sam Liebert
Village Clerk-Treasurer

Publish: 6/3 & 6/10

ORDINANCE NO. 869

AN ORDINANCE TO REPEAL AND RECREATE
SECTION 17.0416 A. 4. (a), SECTION 17.0417 A. 4. (a), SECTION 17.0418 A. 4. (a)
SECTION 17.0419 C. 4. (a), SECTION 17.0420 A. 4. (a) and SECTION 17.0421 A. 4. (a)
CHAPTER 17 ZONING CODE ORDINANCE OF THE
VILLAGE OF SUSSEX MUNICIPAL CODE.

WHEREAS, the Village of Sussex Plan Commission has initiated a zoning code amendment to the Village of Sussex Chapter 17 Zoning Code to repeal and recreate Sections pertaining to permitted uses for Financial Service Institutions; and

WHEREAS, the Village of Sussex Plan Commission has initiated said ordinance to provide clarification of language and necessary changes due to new State Laws; and

WHEREAS, upon receipt of the Village Plan Commission's recommendation, the Village Board held a public hearing on _____, 2020, as required by Section 17.1305 of the Village of Sussex Zoning Ordinance, after providing due notice as required by Section 17.1400 of the Village of Sussex Zoning Ordinance; and

WHEREAS, following the public hearing, and upon due consideration of the recommendation from the Plan Commission, the Village Board finds that the public necessity, convenience, welfare and good zoning practice requires that the amendment to the zoning ordinance be granted as recommended by the Plan Commission;

WHEREAS, the Village Board Members are committed to aligning the Village of Sussex Zoning Code with opportunities to support growth that meet current needs without jeopardizing public safety or welfare.

NOW, THEREFORE, the Village Board of the Village of Sussex, Waukesha County, Wisconsin, do ordain as follows:

SECTION 1. To repeal and recreate B-1 Neighborhood District Section 17.0416 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 2. To repeal and recreate B-2 Regional Business District Section 17.0417 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 3. To repeal and recreate B-3 Highway Business District Section 17.0418 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 4. To repeal and recreate B-4 Central Mixed Use District Section 17.0419 C. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 5. To repeal and recreate BP-1 Business Park District Section 17.0420 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 6. To repeal and recreate OP-1 Office Park District Section 17.0421 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 7. SEVERABILITY

The several sections of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of the court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and not affect the validity of all other provisions, sections or portions thereof the ordinance which shall remain in full force and effect. Any other ordinances are hereby repealed as to those terms that conflict.

SECTION 8. EFFECTIVE DATE

This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Dated this _____ day of _____, 2020

VILLAGE OF SUSSEX

Anthony LeDonne, Village President

ATTEST:

Sam Liebert, Village Clerk

Published and/or posted this _____ day of _____, 2020



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5211
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Village Board
From: Sam Liebert, Administrative Services Director, Clerk-Treasurer
Re: Village Board Meeting- June 23, 2020
Date: June 19, 2020

4.A. Village President Report- report on meetings attending and upcoming communications, and recognitions including Successfully Sussex Awards.

4.B. Hold and open Public Hearing on Ordinance 869 to Repeal and Recreate Sections 17.0416A. 4. (a), 17.0417 A. 4. (a), 17.0418 A. 4. (a), 17.0419 C. 4. (a), 17.0420 A. 4. (a) and 17.0421 A. 4. (a) of Chapter 17 Zoning Code Ordinance of the Village of Sussex Municipal Code with respect to drive-thru's for financial institutions.

4.C. Annual Audit and Citizen Annual Financial Report Presentation. The Auditor will be present to give their annual report and the Village will present their annual citizen report that summarizes the Village's financial information in a more user friendly format.

5.A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5.B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5.C. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5.C.1. The Park & Recreation Board recommends approving the changes to the Recreation Account Credit policy as present. Our existing Village of Sussex Recreation Program Refund/Registration policies were last updated in February of 2016. With the transition to new recreation software, these policies require updating. There is currently a credit balance of \$24,967.82 from many accounts throughout the years. This policy will allow staff to refund credits as a check (If over \$5.00), transfer that credit over to our new software by request or transfer any existing credits left on December 1, 2020 over to the Recreation Scholarship Program. Please see that attached memo from Park & Recreation Director, Halie Dobbeck. Staff are available for questions.

5.D. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5.E. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.

5.E.1. The Plan Commission recommends approval of the Final Plat for Woodland Trails Subdivision east of Coldwater Creek Subdivision and south of Plainview Road subject to the standard conditions of Plat Approval. Please see the attached documents for additional information. Staff are available for questions.

5.E.2. The Plan Commission recommends approval of Ordinance 869 to Repeal and Recreate Sections 17.0416A. 4. (a), 17.0417 A. 4. (a), 17.0418 A. 4. (a), 17.0419 C. 4. (a), 17.0420 A. 4. (a) and 17.0421 A. 4. (a) of Chapter 17 Zoning Code Ordinance of the Village of Sussex Municipal Code with respect to drive-thru's for financial institutions. This code change has been recommended to align drive-thru's for banks like drive-thru's for restaurants are treated in the code as permitted uses. Please see the Ordinance for more information.

5.F. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5.F.1. The Public Safety and Welfare Committee recommends approval of the proposal to hire Full Time Firefighter/Paramedics instead of Fire Lieutenants for 2020. In light of Chief Johnsen's resignation in April, it is proposed to hire additional Full Time (FT) Firefighter/Paramedics now, and instead, allow the next Fire Chief to hire/promote Lieutenants as he/she see fit. Please see that attached memo from Interim Fire Chief, Boyd Thew for additional information. This will result in budgetary savings for this year. Staff are available for questions.

9.A. Staff recommends approval on renewal application for a Combination Class "B" Retail License for the Sale of Fermented Malt Beverages & "Class B" Retail License for the Sale of Intoxicating Liquors July 1, 2020 to June 30, 2021 to Thirsty Duck Sussex, LLC, N64W23180 Main St., Sussex WI 53089, Thirsty Duck, Agent: Daniel P Zierath subject to standard conditions of alcohol licensing.

9.B. Staff recommends approval on application for six-month Class "B" Retail License for the Sale of Fermented Malt Beverages, June 24, 2020 to December 24, 2020 to SBA Operations, LLC at the Village Park Concession Stand W244N6125 Weaver Dr., Sussex WI 530859; Agent Samantha May subject to standard conditions of alcohol licensing.

9.C. Staff recommends approval on applications for Amusement Device Licenses July 1, 2020 to June 30, 2021 for the following:

1. Northern Novelty (Belfast Station) – 8 permits
2. Northern Novelty (Thirsty Duck) – 14 permits
3. Sussex Hometown – 4 permits

10.A. Consideration and possible action Trustee Plan Commission Appointment.

11. Adjournment.



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

MEMORANDUM

To: Village Board
From: Halie Dobbeck, Parks and Recreation Director
Re: Recreation Credit Memo
Date: June 18, 2020

Our existing Village of Sussex Recreation Program Refund/Registration policies were last updated in February of 2016. With the transition to new recreation software, these policies require updating.

The recommended policy with edits is in epacket.

Line 5, Line 6: In general, we need to remove references to the existing software, Active Net

Line 7: Staff recommends the removal of the existing policy allowing credits to never expire. We have had Active Net since 2011 and currently have \$24,967.82 worth of credits on existing accounts. We are requiring residents to create a new account in our new software, so we do not have the ability to transfer these credits.

As a result staff proposes that credits on accounts will expire after 3 years and if they expire prior to use, that money will be added to the Recreation Scholarship Fund. This policy will take effect in August 2020 when we launch our new software.

Regarding the existing \$24,967.82, account holders can receive a check refund of their existing credit by requesting in writing the return of credit. We will make an effort to contact all users with existing credit in our system. Staff recommends that we do not cut checks for amounts less than \$5 as it costs us roughly \$3.93 in staff time and materials to cut a check. If the user requests, we can add the credit (of less than \$5) to their new recreation account once they create their account. All existing credits left on December 1, 2020 in Active Net, will be added to the Recreation Scholarship Fund.

Line 15: Our new payment processing software assesses convenience fees to both in person and online transactions for credit/debit cards.

Line 26, Line 27: This is a policy we have been operating with to allow for people signed up for our large events (Spooky Sussex) and dinner parties to withdraw for a full credit as a \$5 administrative fee is almost the full cost of the event.

Line 32, Line 33: Removing the specific reference to trips, and making it inclusive of all programming.

Line 35: Complete spelling of department.

Line 39: Grammatical.

Line 53: Staff recommends the removal of the transfer fee as residents can now transfer classes themselves within our new system. Also, the staff impact for the transfer will be minimized with the new software.

Recommendation: Park Board approved the recreation policy changes on June 16, 2020 as presented.



Village of Sussex Recreation Program Refund/Registration Policies

Refund/Registration Cancellations

Customers seeking refunds have two options. One is to receive a refund back in the original form of payment. The second option is to place the refunded amount on your ~~recreation Activenet registration~~ account to be used for future recreation programming fees. Money placed on your ~~recreation Activenet registration~~ account ~~does not expire~~ will expire 3 years after the date it was issued. Program registration cancellations requested prior to the registration deadline will receive a refund minus a \$10 administrative fee. If the refund is placed on the ~~recreation Activenet registration~~ account as a credit, only a \$5 administrative fee will be assessed.

Program registration refund requests can be made up to one week past the program start date. Should the request be approved, a refund will be made minus a \$10 administrative fee. If a refund request is made for which the Recreation Department has incurred expenses on your behalf, a refund may not be granted. Expenses may be but are not limited to: uniforms, equipment, supplies, etc.

~~Online Co~~venience fees are non-refundable.

Program registration refund requests that are submitted after the first week will only be considered with a physician's note stating the patient is unable to participate in the activity that is required. The refund will be pro-rated based on the date of the physician's note.

Once a program begins, registration remains open at the advertised registration fee as space allows and with instructor permission.

Refunds will not be made for individual absences (i.e. illnesses, vacations, etc.) and cannot be made up nor may you participate in a class other than the one you are registered for.

If the program or event is a Village of Sussex run program, has a cost of less than \$10 or less/person and has a wait list, customers are eligible to receive a credit to their recreation account with a \$0 administrative fee.

~~Trip cancellations must be made prior to the registration deadline date. Any trip cancellation received prior to that deadline date may receive a refund, minus a \$10 administrative fee. Cancellations requests received after that deadline will only receive a refund if a replacement is found. The \$10 administrative fee will still apply. For certain programs and events, cancellations requests received after the enrollment deadline will only receive a refund if a replacement is found~~

The Parks & Recreation Department ~~will~~ try to reschedule a make-up class if a program has been cancelled due to adverse weather conditions. There will be no refund if a class cannot be rescheduled or if a participant cannot make the rescheduled class.

~~If minimum enrollment numbers are not met, A minimum number of participants are required to hold a program. Where enrollment is low,~~ the Recreation Department reserves the right to cancel a program. Program cancellations due to low registration will be made at least two (2) days before the start of the program. Participants will be notified by the Recreation Department and will receive a 100% refund of the program fee.

Registration Modifications/Transfers

~~Modifications to the original registration must be made in writing and are subject to a \$5 administrative fee per transaction. These may include but are not limited to transfer to another session or program, removal of Before or After care for Day Camp, etc. All assessed fees must accompany the written request.~~

~~An example of a modification or transfer would be if a child is registered for the first week of Day Camp and wants to transfer to Week 6 of Day Camp. This would also apply to any adjustments made to Before or After Care for Day Camp.~~

If there is availability and you would like to switch classes, you may do so. If the new class is more expensive,

Formatted: Normal, Left, Indent: Left: 0.06", Right: 0", Tab stops: 0.06", Left

Formatted: Indent: Left: 0.06"

54| you must pay the remaining amount at the time of the transfer. If the new class is less expensive, you will
55| receive a credit on your recreation account.
56|

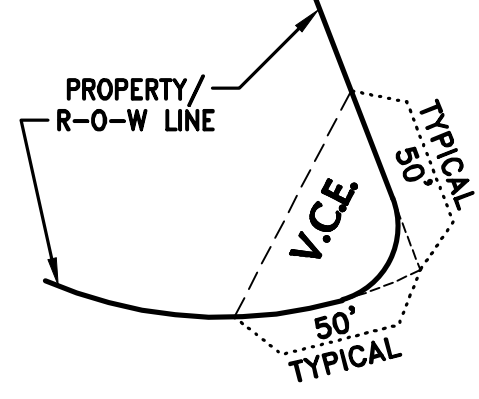
57| Drafted: 9 February 2016
58| Adopted: 23 February 2016
59| Updated: 6 June 2020

WOODLAND TRAILS

BEING A SUBDIVISION OF A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 13, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN.

NE COR. OF THE NW 1/4 CORNER, SEC. 13-8-19
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
FOUND. CONC. MON. W/ BRASS CAP
N 428,972.54 E 2,482,011.60

VISION CORNER EASEMENT DETAIL (V.C.E.)



V.C.E. APPLIES TO:

Lots 1 and 13 are herein subject to a Vision Corner Easement in that the height of planting berms, fences, signs & any other structure within the Easement is restricted to 24" above the intersection elevation. There shall be no direct vehicular access from the Lots and Outlots in this Subdivision to the public Roads across the Vision Corner Easement.

GENERAL NOTES:

- Indicates Set 1.270" outside diameter x 18" long Reinforcing Bar weighing 4.303 lbs. per lineal foot. All other Lot and Outlot corners are staked with 0.750" outside diameter x 18" long Reinforcing Bar weighing 1.502 lbs. per lineal foot.
- Indicates Found 0.75" outside diameter Reinforcing Bar unless otherwise noted.
- All linear measurements have been made to the nearest one-hundredth of a foot.
- All angular measurements have been made to nearest second and computed to the nearest half-second.
- All bearings are referenced to the grid north of the Wisconsin State Plane Coordinate System (NAD 1927 datum) - South Zone, in which the East line of the N.W. 1/4 of Section 13, T. 8 N., R. 19 E., is taken to bear North 00°27'40" East.
- Outlots 1 and 3 contain Stormwater Management Facilities, Wetland, Secondary Environmental Corridor, Preservation Areas, and Open Space. Herein dedicated to the Village of Sussex.
- Outlot 2 to be retained by the developer.
- The Landscape Island Easement to be granted to each individual Lot Owner within this Subdivision. The Owners of the residential Lots within this Subdivision shall each be liable for an equal undivided fractional share of the cost to repair, maintain or restore the landscaping within said Landscape Island Easement. Said repairs, maintenance and restoration shall be performed by the Owners of all Lots within this Subdivision.
- The wetlands shown herein were delineated by Heartland Ecological, Inc., Eric C. Parker, PWS, on September 5, 2018. The linework was provided to Trio Engineering LLC in digital format.
- The Secondary Environmental Corridor shown herein was taken from SEWRPC Records and amended by SEWRPC clearance letter SSE 059-19 dated September 17, 2019.
- Waukesha County shall not be liable for any fees or special charges in the event they become the owner of any lot or outlot in the subdivision by reason of tax delinquency.

PUBLIC EASEMENT PROVISIONS:

Permanent non-exclusive easements granted to the Village of Sussex ("Village") upon, within, and beneath the land identified on this final plat as:

- (A)** - "20' Wide Public Storm Sewer Easement" **(B)** - "11' Wide Public Sidewalk Easement" **(C)** - "30' Wide Public Sanitary Sewer and Watermain Easement"

1. Purpose: The purpose of these Easements is to:

Public Storm Sewer Easement:

- Install, operate, maintain, and replace underground storm sewer utility facilities, together with all necessary and appurtenant equipment under and above the ground as deemed necessary by the Village, all to transmit storm water.
- Surface storm water conveyance.

11' Wide Public Sidewalk Easement:

- Construct, maintain, repair, and replace pedestrian sidewalks in the sidewalk easements depicted on the final plat.

30' Wide Public Sanitary Sewer Watermain Easement:

- Install, operate, maintain, and replace underground sanitary sewer and watermain facilities, together with all necessary and appurtenant equipment under and above the ground as deemed necessary by the Village, all to distribute sanitary sewer and water.

Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with the Village's use of the easement areas.

- The general public shall have the right to traverse the "11' Wide Public Sidewalk Easement" area for use as a public sidewalk.

- Buildings and Other Structures.** The land owner agrees that no structures will be erected in the easement area, or in such close proximity to the facilities, such as to prevent the Village from exercising its rights under this easement.
- Elevation.** The land owner agrees that the elevation of the existing ground surface within the easement area will not be altered by more than four (4) inches without the written consent of the Village.
- Restoration.** The Village agrees to restore or cause to have restored the land owner's land to grade and replace sod or grass disturbed. This restoration, however, does not apply to the initial installation or to any trees, bushes, branches, or roots which may interfere with the Village's use of the easement area.
- Exercise of Rights:** It is agreed that the complete exercise of rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
- These Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by the land owner and the Village and their respective heirs, personal representatives, successors and assigns.

SECONDARY ENVIRONMENTAL CORRIDOR - WETLAND PRESERVATION RESTRICTIONS:

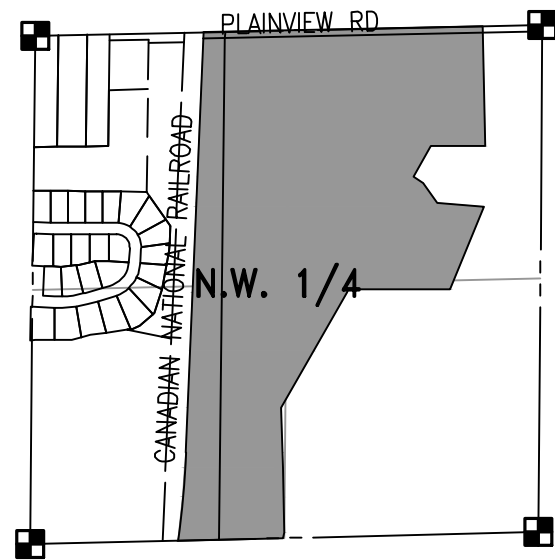
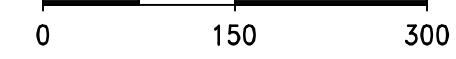
Those areas identified as Secondary Environmental Corridor and Wetland on this Plat shall be subject to the following restrictions:

- Grading, filling and removal of topsoil or other earthen materials are prohibited except in connection with the construction of a proposed gravel path, unless specifically authorized by the municipality in which this land is located and, if applicable, the Waukesha County Department of Parks and Land Use, the Wisconsin Department of Natural Resources and the Army Corps of Engineers.
- The removal or destruction of any vegetative cover, i.e., trees, shrubs, grasses, etc., is prohibited, with the exception that dead, diseased, or dying vegetation may be removed, at the discretion of the landowner and with approval from the Waukesha County Department of Parks and Land Use-Planning and Zoning Division. Silvicultural thinning upon the recommendation of a forester or naturalist and with approval from the Waukesha County Department of Parks and Land Use-Planning and Zoning Division shall also be permitted. The removal of any vegetative cover that is necessitated to provide access or service to an approved residence or accessory building, shall be permitted only when the access or service cannot be located outside of the Secondary Environmental Corridor, Floodplain and Wetland and with approval from the Waukesha County Department of Parks and Land Use-Planning and Zoning Division.
- Grazing by domesticated animals, i.e., horses, cows, etc., is prohibited within the Floodplain and Wetland areas and shall be discouraged to the greatest extent possible within the Secondary Environmental Corridor area.
- The introduction of plant material not indigenous to the existing environment is prohibited.
- Ponds may be permitted subject to the approval of the municipality in which they are located and, if applicable, the Waukesha County Department of Parks and Land Use, the Wisconsin Department of Natural Resources and the Army Corps of Engineers.
- The construction of buildings is prohibited.

OWNER:
WOODLAND TRAILS PRESERVE, LLC
N27W24025 PAUL COURT, STE. 100
PEWAUKEE, WI 53072
PHONE: (262) 542-9200
FAX: (262) 349-9324



SCALE: 1" = 150'



LOCALITY MAP:
NW 1/4, SEC. 13, T. 8 N., R. 19 E.
SCALE: 1"=1000'

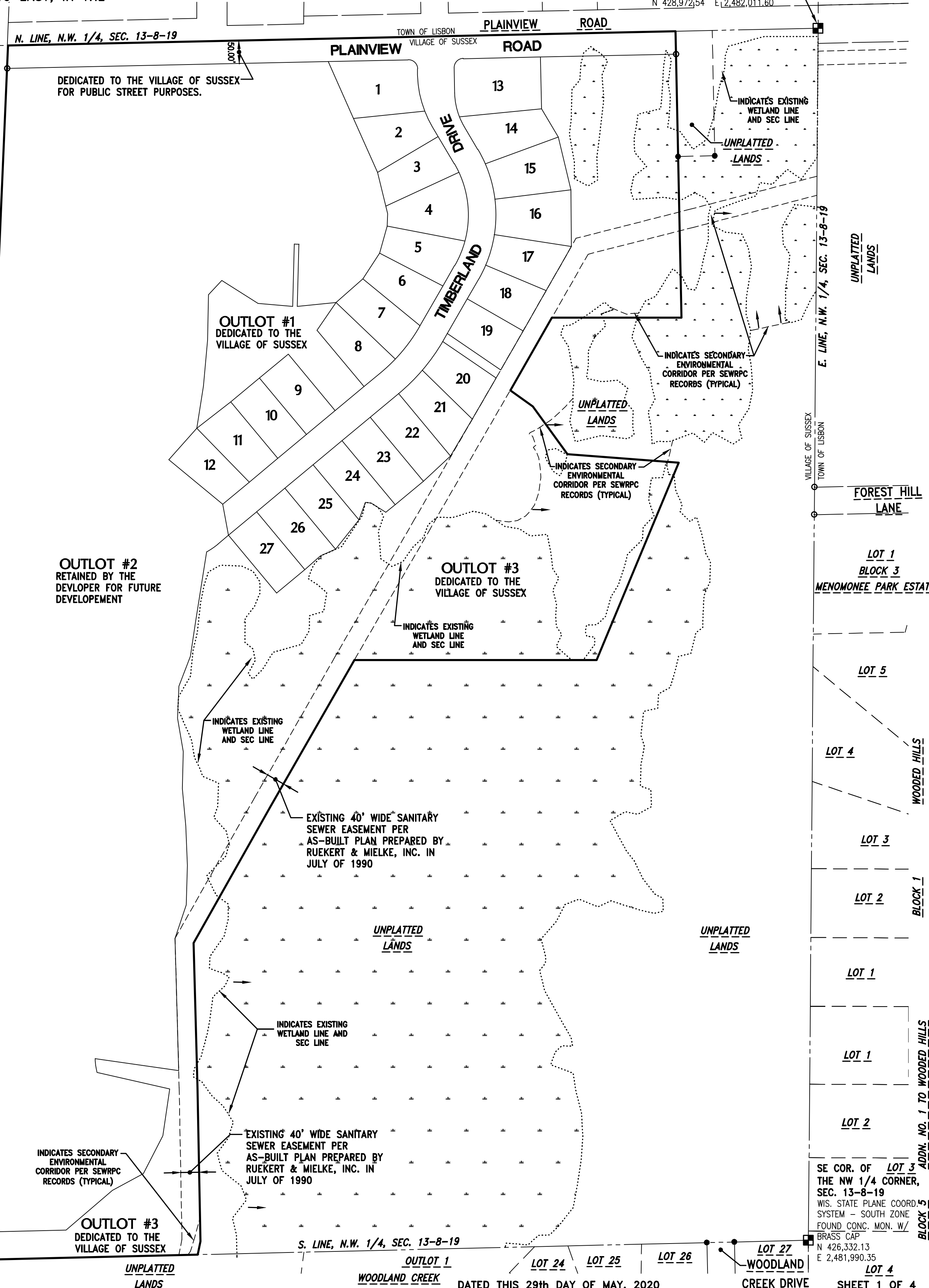
RS-3 PDO Zoning: Lots 1-27	
Front Setback:	30 ft
Rear Setback:	25 ft
Side Setback:	10 ft
Minimum Lot Width:	75 ft (at front setback)
Average Lot Width:	80 ft (minimum)
Minimum Lot Area:	13,000 s.f.
Average Lot Size:	16,299 s.f. (0.37 ac.)

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

CANADIAN NATIONAL RAILROAD
TOWN OF LISBON
VILLAGE OF SUSSEX



DEDICATED TO THE VILLAGE OF SUSSEX FOR PUBLIC STREET PURPOSES.

OUTLOT #1 DEDICATED TO THE VILLAGE OF SUSSEX

OUTLOT #2 RETAINED BY THE DEVELOPER FOR FUTURE DEVELOPMENT

OUTLOT #3 DEDICATED TO THE VILLAGE OF SUSSEX

LOT 1 BLOCK 3 MEMONOE PARK ESTATES

LOT 5

LOT 4

LOT 3

LOT 2

LOT 1

LOT 1

LOT 2

SE COR. OF LOT 3 THE NW 1/4 CORNER, SEC. 13-8-19
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
FOUND. CONC. MON. W/ BRASS CAP
N 426,332.13 E 2,481,990.35

LOT 4

WOODLAND TRAILS

BEING A SUBDIVISION OF A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 13, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN.

P.O.C.
NE COR. OF
THE NW 1/4 CORNER,
SEC. 13-8-19
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON. W/ BRASS CAP
N 428,972.54 E 2,482,011.60

NW COR. OF
THE NW 1/4 CORNER,
SEC. 13-8-19
WIS. STATE PLANE COORD.
SYSTEM - SOUTH ZONE
FOUND CONC. MON. W/
BRASS CAP
N 428,916.44
E 2,479,369.15

DEDICATED TO THE VILLAGE
OF SUSSEX FOR PUBLIC
STREET PURPOSES.
N. LINE, N.W. 1/4, SEC. 13-8-19
(S88°47'02"W 2643.33)

DEDICATED TO THE VILLAGE
OF SUSSEX FOR PUBLIC
STREET PURPOSES.

CANADIAN NATIONAL RAILROAD



4100 N. Calhoun Rd.
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1480
Fax: (262) 790-1481

SCALE: 1" = 80'
0 80 160

TRUE NORTH
GRID NORTH
+01°13'38"

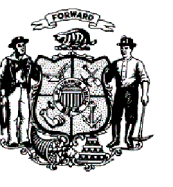
N2°27'02"E 2192.26
2142.16

EASEMENT CURVE DATA
ARC DIST. = 20.07
CHORD DIST. = 20.05
CHORD BRG = S70°01'11"E
DELTA = 08°30'58"
RADIUS = 135.00

OL #2
1305806 SF
RETAINED BY THE
DEVELOPER FOR FUTURE
DEVELOPMENT

There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20__



Department of Administration

INDICATES EXISTING
WETLAND LINE
AND S.E.C. LINE

INDICATES EXISTING
WETLAND LINE
AND S.E.C. LINE

EXISTING 40' WIDE SANITARY
SEWER EASEMENT PER
AS-BUILT PLAN PREPARED BY
RUEKERT & MIELKE, INC. IN
JULY OF 1990

INDICATES SECONDARY
ENVIRONMENTAL
CORRIDOR PER SEWRPC
RECORDS (TYPICAL)

INDICATES EXISTING
WETLAND LINE

EASEMENT CURVE DATA A
ARC DIST. = 31.42
CHORD DIST. = 20.00
CHORD BRG = S88°47'02"E
DELTA = 180°00'00"
RADIUS = 10.00

EASEMENT CURVE DATA B
ARC DIST. = 31.42
CHORD DIST. = 20.00
CHORD BRG = N88°47'02"E
DELTA = 180°00'00"
RADIUS = 10.00

OL #1
57186 SF
DEDICATED TO THE
VILLAGE OF SUSSEX

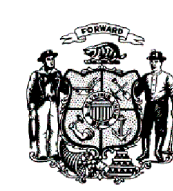
OL #3
733342 SF
DEDICATED TO THE
VILLAGE OF SUSSEX

WOODLAND TRAILS

BEING A SUBDIVISION OF A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 13, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN.

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____



Department of Administration

UNPLATTED LANDS

BASEMENT RESTRICTION - BEDROCK NOTE:

Although all Lots in the Subdivision have been reviewed and approved for development with single-family residential use in accordance with Section 236 Wisconsin Statutes, some Lots contain soil conditions which, due to the possible presence of bedrock near the ground surface, may require additional soil engineering and foundation design with regard to basement construction. It is recommended that either a licensed professional engineer or other soils expert be consulted regarding the construction of basements in these areas where bedrock may be present near the ground surface. Soil conditions should be subject to each owner's special investigation prior to construction and no specific representation is made herein.

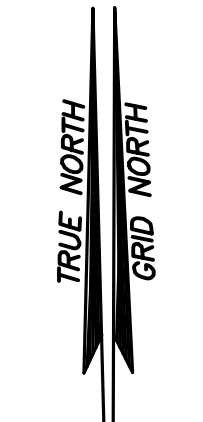
BASEMENT RESTRICTION FOR GROUNDWATER:

Although all Lots in the Subdivision have been reviewed and approved for development with single-family residential use in accordance with Section 236 Wisconsin Statutes, some Lots contain soil conditions that, due to the possible presence of groundwater near the surface, may require additional soil engineering and foundation design with regard to basement construction. It is recommended that a licensed professional engineer design a basement and foundation that will be suitable to withstand the various problems associated with saturated soil conditions on basement walls or floors or that other special measures be taken. Soil conditions should be subject to each owner's special investigation prior to construction and no specific representation is made herein.

CANADIAN NATIONAL RAILROAD

N2°27'02"E 2192.26
2142.16

100.00'



SCALE: 1" = 80'

OL #2
1305806 SF
RETAINED BY THE DEVELOPER FOR FUTURE DEVELOPMENT

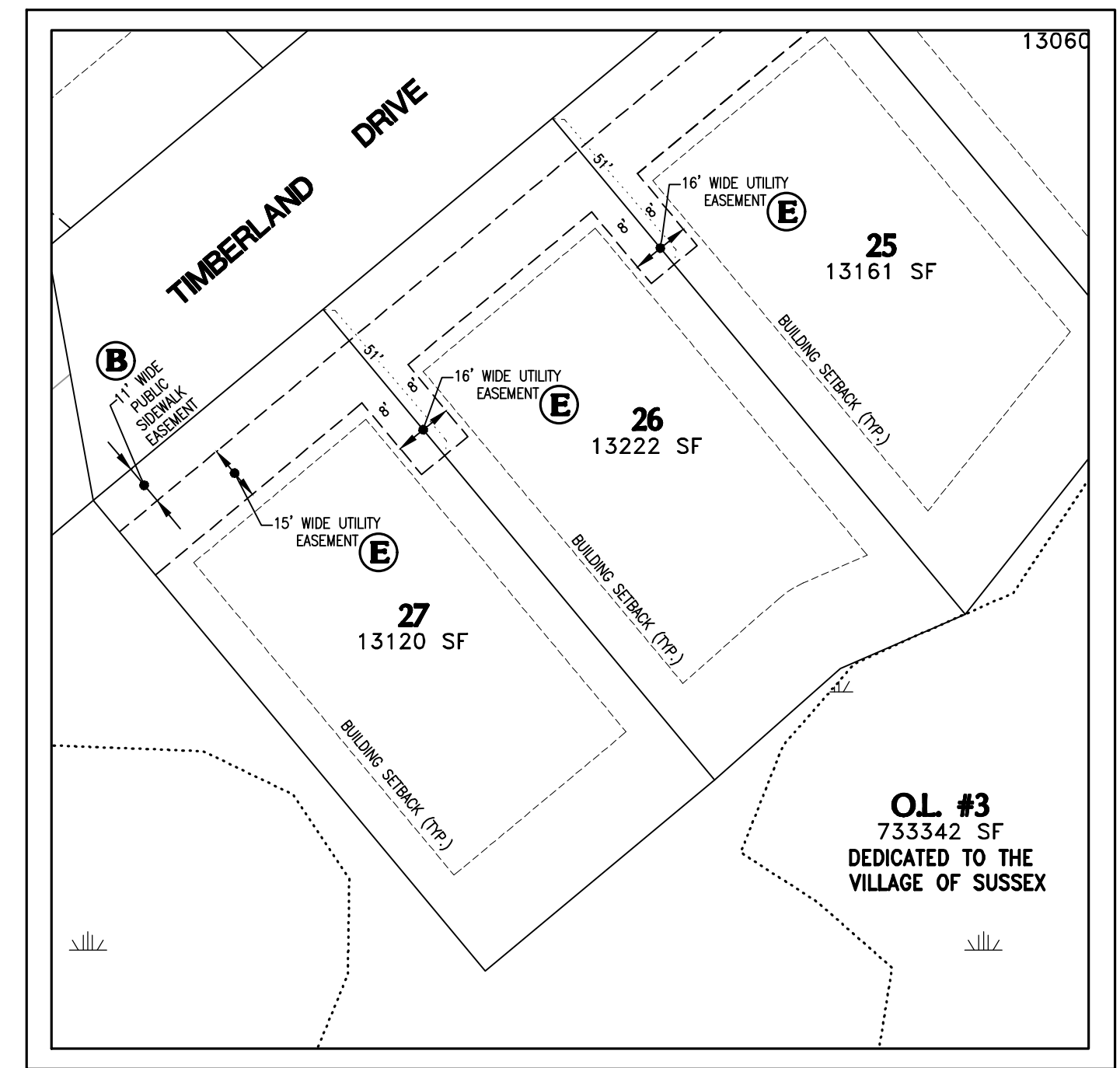
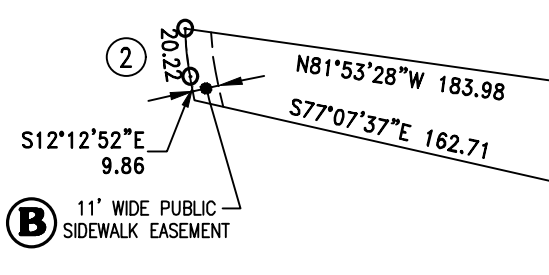
OL #3
733342 SF
DEDICATED TO THE VILLAGE OF SUSSEX

OL #3
733342 SF
DEDICATED TO THE VILLAGE OF SUSSEX

OL #2
1305806 SF
RETAINED BY THE DEVELOPER FOR FUTURE DEVELOPMENT

SW COR. OF THE NW 1/4 CORNER, SEC. 13-8-19
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
FOUND CONC. MON. W/ BRASS CAP
N 426,269.78
E 2,479,342.41

SE COR. OF THE NW 1/4 CORNER, SEC. 13-8-19
WIS. STATE PLANE COORD. SYSTEM - SOUTH ZONE
FOUND CONC. MON. W/ BRASS CAP
N 426,332.13
E 2,481,990.35



EASEMENT DETAIL
SCALE 1" = 40'



4100 N. Calhoun Rd.
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1400
Fax: (262) 790-1481

UNPLATTED LANDS
THIS INSTRUMENT WAS DRAFTED BY TED R. INDERMUEHLE, P.L.S. (S-3119)

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) SS

I, Ted R. Indermuehle, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a subdivision of that part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Northwest 1/4 of Section 13, Town 8 North, Range 19 East, Village of Sussex, County of Waukesha, State of Wisconsin, now being more particularly bounded and described as follows:

Commencing at the Northeast Corner of the Northwest 1/4 of said Section 13; Thence South 88°47'02" West along the North line of said Northwest 1/4, 311.00 feet to the place of beginning of lands hereinafter described;

Thence South 01°12'58" East 624.10 feet to a point; Thence Due West 282.69 feet to a point; Thence South 29°46'41" West 182.48 feet to a point; Thence South 54°34'14" East 60.43 feet to a point; Thence South 35°53'03" East 128.33 feet to a point; Thence South 85°35'49" East 243.53 feet to a point; Thence South 22°36'19" West 465.95 feet to a point; Thence Due West 528.00 feet to a point; Thence South 30°01'47" West 16.98 feet to a point; Thence South 29°45'03" West 349.96 feet to a point; Thence South 29°29'27" West 341.96 feet to a point; Thence South 01°35'17" East 314.42 feet to a point; Thence South 01°04'09" East 335.77 feet to a point; Thence South 11°38'08" West 29.65 feet to a point on the South line of Said Northwest 1/4; Thence South 88°39'04" West and along the South line of the said Northwest 1/4 Section, 548.18 feet to a point on the East Right-of-Way line of the "Canadian National Railroad"; Thence Northeasterly 459.23 feet along the said East Right-of-Way line and the arc of a curve, whose center lies to the Northwest, whose radius is 4874.74 feet, whose central angle is 05°23'51", and whose chord bears North 05°08'57.5" East, 459.06 feet to a point of tangency; Thence North 02°27'02" East and along the said East Right-of-Way line, 2192.26 feet to a point on the North line of the said Northwest 1/4 Section and the Centerline of "Plainview Road"; Thence North 88°47'02" East and along the said North line and said Centerline, 1454.82 feet to the point of beginning of this description.

Said Parcel contains 2,638,868 Square Feet (or 60.5801 Acres) of land, more or less.

That I have made such survey, land division, dedication, and map by the direction of WOODLAND TRAILS PRESERVE, LLC., owner of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Sussex, Waukesha County, Wisconsin in surveying, dividing and mapping the same.

Dated this ____ Day of _____, 20 ____.

Ted R. Indermuehle, P.L.S.
Professional Land Surveyor, S-3119
TRIO ENGINEERING, LLC
4100 N. Calhoun Rd. Suite 300
Brookfield, WI 53005
Phone: (262)790-1480
Fax: (262)790-1481

UTILITY EASEMENT PROVISIONS: (E)

An easement for electric, natural gas, and communications service is hereby granted by

WOODLAND TRAILS PRESERVE, LLC, Grantor, to

WISCONSIN ELECTRIC POWER COMPANY and WISCONSIN GAS, LLC, Wisconsin corporations doing business as We Energies, Grantee,

WISCONSIN BELL, INC., d/b/a AT&T Wisconsin, a Wisconsin Corporation, Grantee, and

SPECTRUM Mid-America, LLC, Grantee

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement Areas" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to be restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Buildings shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

WOODLAND TRAILS

BEING A SUBDIVISION OF A PART OF THE NORTHWEST 1/4, NORTHEAST 1/4, SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 13, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN.

CONSENT OF CORPORATE MORTGAGEE:

MIDLAND STATES BANK, a corporation duly organized and existing by virtue of the laws of the State of Illinois, Mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and dedicating of the land described on this Plat, and does hereby consent to the above certificate of WOODLAND TRAILS PRESERVE, LLC, owner, this _____ day of _____, 20 ____.

MIDLAND STATES BANK

STATE OF ILLINOIS)
COUNTY OF WAUKESHA) SS

Personally came before me this ____ day of _____, 20____, the above named, _____ of the above named corporation, to me known to be the person who executed the foregoing instrument, and to me known to be such of said corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

Print Name: _____

Public _____ County, IL
My Commission Expires: _____

CERTIFICATE OF VILLAGE TREASURER:

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) SS

I, Sam Liebert, being duly appointed, qualified and acting Treasurer of the Village of Sussex, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "WOODLAND TRAILS".

Dated this ____ Day of _____, 20 ____.

Sam Liebert, Clerk/Treasurer

VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Plat of "WOODLAND TRAILS", in the Village of Sussex, WOODLAND TRAILS PRESERVE LLC, owner, is hereby approved by the Village Board.

All conditions have been met as of this ____ Day of _____, 20 ____.

Anthony J. LeDonne, Village President

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Village Board of the Village of Sussex.

Sam Liebert, Clerk/Treasurer

CERTIFICATE OF COUNTY TREASURER:

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) SS

I, Pamela F. Reeves, being duly elected, qualified and acting Treasurer of the County of Waukesha, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "WOODLAND TRAILS".

Dated this ____ Day of _____, 20 ____.

Pamela F. Reeves, County Treasurer

CURVE TABLE:

Table with 10 columns: NO., LOT(S), RADIUS, CENTRAL ANGLE, ARC, CHORD, CHORD BEARING, TANGENT IN, TANGENT OUT. Contains curve data for various lots and sections.

CORPORATE OWNERS CERTIFICATE OF DEDICATION:

WOODLAND TRAILS PRESERVE, LLC., a Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that said Company has caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat. I also certify that this plat is required by S.236.10 or S.236.12 to be submitted to the following for approval or objection.

APPROVING AGENCIES:

AGENCIES WHO MAY OBJECT:

1. Village of Sussex

1. State of Wisconsin, Department of Administration
2. Waukesha County, Department of Parks and Land Use

Witness the hand and seal of said Owner this ____ day of _____, 20 ____.

WOODLAND TRAILS, LLC.

Steve Declene, President of Neumann Developments it's sole Member

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) SS

Personally came before me this ____ day of _____, 20____, the above named Steve Declene, President of the above named Company, to me known to be the person who executed the foregoing instrument, and to me known to be such President of said Company, and acknowledged that he executed the foregoing instrument as such officer as the deed of said Company, by its authority.

Print Name: _____
Public, _____ County, WI
My Commission Expires: _____

Department of Administration stamp and seal area.



4100 N. Calhoun Rd. Suite 300 Brookfield, WI 53005 Phone: (262) 790-1480 Fax: (262) 790-1481

ORDINANCE NO. 869

AN ORDINANCE TO REPEAL AND RECREATE
SECTION 17.0416 A. 4. (a), SECTION 17.0417 A. 4. (a), SECTION 17.0418 A. 4. (a)
SECTION 17.0419 C. 4. (a), SECTION 17.0420 A. 4. (a) and SECTION 17.0421 A. 4. (a)
CHAPTER 17 ZONING CODE ORDINANCE OF THE
VILLAGE OF SUSSEX MUNICIPAL CODE.

WHEREAS, the Village of Sussex Plan Commission has initiated a zoning code amendment to the Village of Sussex Chapter 17 Zoning Code to repeal and recreate Sections pertaining to permitted uses for Financial Service Institutions; and

WHEREAS, the Village of Sussex Plan Commission has initiated said ordinance to provide clarification of language and necessary changes due to new State Laws; and

WHEREAS, upon receipt of the Village Plan Commission's recommendation, the Village Board held a public hearing on _____, 2020, as required by Section 17.1305 of the Village of Sussex Zoning Ordinance, after providing due notice as required by Section 17.1400 of the Village of Sussex Zoning Ordinance; and

WHEREAS, following the public hearing, and upon due consideration of the recommendation from the Plan Commission, the Village Board finds that the public necessity, convenience, welfare and good zoning practice requires that the amendment to the zoning ordinance be granted as recommended by the Plan Commission;

WHEREAS, the Village Board Members are committed to aligning the Village of Sussex Zoning Code with opportunities to support growth that meet current needs without jeopardizing public safety or welfare.

NOW, THEREFORE, the Village Board of the Village of Sussex, Waukesha County, Wisconsin, do ordain as follows:

SECTION 1. To repeal and recreate B-1 Neighborhood District Section 17.0416 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 2. To repeal and recreate B-2 Regional Business District Section 17.0417 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 3. To repeal and recreate B-3 Highway Business District Section 17.0418 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 4. To repeal and recreate B-4 Central Mixed Use District Section 17.0419 C. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 5. To repeal and recreate BP-1 Business Park District Section 17.0420 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 6. To repeal and recreate OP-1 Office Park District Section 17.0421 A. 4. (a) to read as follows:

4. Finance, Insurance, Real Estate, and Leasing
 - (a) Financial service institutions, ~~excluding drive through.~~ For a drive-through the Plan Commission must find that the vehicle stacking and noise from its operation will not impact surrounding properties.

SECTION 7. SEVERABILITY

The several sections of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of the court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and not affect the validity of all other provisions, sections or portions thereof the ordinance which shall remain in full force and effect. Any other ordinances are hereby repealed as to those terms that conflict.

SECTION 8. EFFECTIVE DATE

This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Dated this _____ day of _____, 2020

VILLAGE OF SUSSEX

Anthony LeDonne, Village President

ATTEST:

Sam Liebert, Village Clerk

Published and/or posted this _____ day of _____, 2020



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

Boyd Thew
Interim Fire Chief
262-246-5197
Fire Station - *Business*
262-246-5197
Fire Station - *FAX*
262-246-5196

Date: May 31st 2020
To: Public Safety Committee
From: Boyd Thew, Interim Fire Chief
RE: Hiring of Lieutenants and staffing in 2020

In light of Chief Johnsen's resignation in April of 2020, I am proposing we postpone the hiring of the three full time Lieutenants that Chief Johnsen had planned on. It is my belief that if the Chief's position is filled within the next nine months, these hires/promotions should be chosen by the next full-time Fire Chief as he/she sees fit.

While the Sussex Fire Department is still in need of filling full time positions in 2020, it is my recommendation that we move forward in filling the three lieutenant's positions with three full-time firefighter/paramedics instead. It is also my recommendation, that when the department is ready to fill the Lieutenant spots, that we promote from within our own organization .

Our call volume is currently at 2-1/2 calls per day, and we have been staffing with four personnel based upon Covid- 19 needs. This staffing has allowed us to handle most back- to- back calls, but is unsustainable with part- time help and health insurance standards. A second set of full-time Firefighter/Paramedics would also help reduce overtime needs for fulltime staff and address sickness or injury. Even if the Village pursues alternative delivery partners in the future our Station will need five people in the Station 24/7 to adequately respond.

Staffing background:

- A minimum staff of three gets one ambulance OR one fire apparatus out the door. Any second call for service would need mutual aid from the next closest available unit. That unit (ambo or engine) could be as far away as Dousman.
- A minimum staff of four gets one Ambulance and one short staffed Engine out the door, which allows us a few more options and a quicker response time for first contact if a second call for service comes in. In most cases we will still need a second unit from a neighboring community.
- A minimum staff of five, insures that that both an ambulance and a fire apparatus will respond, both fully staffed. With a staff of five we can also cross staff our second ambulance, and have personnel ready to respond to any second call for service.

Thank you for your continued support to the Sussex Fire Department. If you should have any additional questions regarding this proposal I am happy to review them with you at the next PSC meeting.