

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Plan Commission meeting held on May 17, 2022

Village President LeDonne called the meeting to order at 6:30p.m.

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

Members excused: Commissioner Mike Schulist

Others present: Attorney John Macy, Administrator Jeremy Smith, Assistant Administrator Kelsey Mc-Elroy-Anderson, Village Engineer Judy Neu, IT Coordinator Diane Bruns, Interim Village Clerk Jennifer Moore and applicants.

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 April 19, 2022.

A motion by Johnson, seconded by Zoellick to approve the minutes of the Plan Commission meeting of April 19, 2022 as presented. Motion carried 6-0

Consideration and possible action on plan of operation for Peak Care Clinic (N63W23524 Silver Spring Drive Suite #4)

A representative from the owner was not present. The board had no concerns with the plan of operations or property maintenance concerns.

A motion by Muckerheide, seconded by Johnson to approve the plan of operation for Peak Care Clinic (N63W23524 Silver Spring Drive Suite #4) - subject to the standard conditions of Exhibit A. Motion carried 6-0

Consideration and possible action on plan of operation for Electric Ink, LLC (N53W24880 S. Corporate Circle, Unit #3)

Mike Faust, owner, was present. The board had no concerns with the plan of operations or property maintenance concerns.

A motion by Johnson, seconded by Anderson to approve the plan of operation for Electric Ink, LLC (N53W24880 S. Corporate Circle, Unit #3) - subject to the standard conditions of Exhibit A. Motion carried 6-0

Consideration and possible action on plan of operation for Slo' Motion BBQ (N64W22622 Main Street)

Business owner was present. The board had no concerns with the plan of operations or property maintenance concerns.

A motion by Knapp, seconded by Zoellick to approve the plan of operation for Slo' Motion BBQ (N64W22622 Main Street) - subject to the standard conditions of Exhibit A.

Motion carried 6-0

Consideration and possible action on the Plan of Operation and Conditional Use for a new owner at MK Business Inc. (Sussex Mobil) (W232N6116 Waukesha Avenue)

Dean Talbert and Manpreet Kaur were present to explain the plans and answer questions for the business.

Patricia Gregor – W232N6080 Waukesha Avenue – between gas station and pool business. Would like three items addressed – property line fence is in need of repair (replace missing panels, have a solid fence so light doesn't shine through it into the house). Light located by the drive-through shines into property owner windows. Property behind her house is owned by the gas station and through the years it has become an overgrown "junk yard" and needs to be cleaned up.

Petitioner plans on cleaning the lot, can either change the light or make sure it doesn't shine into the house, and will fix the fence. Light can be addressed immediately, fence and overgrown lot will take 90 days to complete once the ownership change is complete.

Plan commission would like to see a plan for the fence repair at the next public hearing.

A motion by Johnson, seconded by Knapp to direct staff to prepare a Conditional Use Order for MK Business Inc. (Sussex Mobil) (W232N6116 Waukesha Avenue) including comments brought forth at the public hearing.

Motion carried 6-0

Consideration and possible action on the Plan of Operation and Conditional Use Application for Private Car Hobby (N63W23991 Main Street).

President LaDonne recused himself from this item. Dean Myers was in attendance to answer questions.

Holly Cobb – N63W23968 Terrace Drive – Broken glass and garbage needs to be cleaned up. Lighting needs to be addressed.

Clerk Moore read an e-mail into the record from Dan Riegleman N63W23965 Main Street regarding noise and lighting concerns.

Commissioner Johnson recommended existing signage and brackets be removed, racking and materials removed from the back of the building, repair stucco and façade, no outside storage at the rear of the building, no outside parking in the rear of the garage, no overnight outside parking on premises, no parking in front of the former customer entry, no sales of autos or parts from this site, limit times for having front garage door open, submit hazardous substance information to public safety department.

Trees are to be trimmed, garage is owner occupied, two pine trees might be cut down, racking and outdoor “junk” is being cleaned up, cars will be parked outside overnight, but not long term.

Occupancy limited to Mr. Myers, his son, and two others, Commissioner Johnson’s recommendations are no parking on Maple Avenue alongside of the building, there will be a parking plan, outside parking will be limited to licensed and operable vehicles in outside designated spaces. One trailer is allowed, 18’ open, licensed and operable.

A motion by Knapp, seconded by Anderson to adjourn the public hearing until June 21, 2022, and direct staff to prepare a Conditional Use Order for Private Car Hobby (N63W23991 Main Street).

Motion carried 5-0

Consideration and possible action on auxiliary use request for Momentum to have a one-day carnival for families of the day care on September 10, 2022 (W248N5250 Executive Drive).

Brandon Miller, W270N6139 Maple Street, was in attendance to answer questions.

A motion by Knapp, seconded by Anderson to approve the auxiliary use request for Momentum to have a one-day carnival for families of the day care on September 10, 2022 (W248N5250 Executive Drive).

Motion carried 6-0

Consideration and possible action on enlarged pool structure (W245N7486 Stonefield Drive).

Owner was in attendance to answer questions.

A motion by Muckerheide, seconded by Johnson to approve the 388 square foot accessory pool house at W245N7486 Stonefield Drive.

Motion carried 6-0

Consideration and possible action on CSM and Rezoning Ordinance 881 for (N63W24190 Oak Drive)

Property owner was in attendance to answer questions.

A motion by Muckerheide, seconded by Zoellick to recommend approval to the Village Board of the CSM subject to the technical corrections of the Village Engineer and standard conditions of CSM approval and standard conditions of Exhibit A and the Rezoning Ordinance.

A motion by Muckerheide seconded by Anderson to approve scheduling a public hearing for Rezoning Ordinance 881 for (N63W24190 Oak Drive). Commissioner Johnson abstained.

Motion carried 6-0

Consideration and possible action on Ordinance 882 Recreating Section 17.0704.A.13 Entitled Relaxation/Floating Pools in the Code of the Village of Sussex.

A motion by Johnson, seconded by Muckerheide to recommend approval of Ordinance 882 to the Village Board changing the starting date to May 1st.

Motion carried 6-0

Other items for future discussion

None

Adjournment

A motion by LaDonne, seconded by Zoellick by to adjourn the meeting at 7:50p.m.

Motion carried 6-0

Respectfully submitted,

Jennifer Moore
Village Clerk