



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

**AGENDA**  
**VILLAGE OF SUSSEX**  
**PLAN COMMISSION MEETING**  
**6:30 PM TUESDAY, NOVEMBER 15, 2022**  
**SUSSEX CIVIC CENTER – BOARD ROOM 2<sup>nd</sup> FLOOR**  
**N64W23760 MAIN STREET**

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Sussex Plan Commission, at which a quorum of the Village Board may attend. If a Quorum is present the Chairperson shall state, "Please let the minutes reflect that a quorum of the Village Board is present and may be making comments during public comment or if the rules are suspended to allow so.)

1. Roll call.
2. Consideration and possible action on the minutes of the Plan Commission meeting of October 18, 2022.
3. Consideration and possible action on Permitted Uses and Plans:
  - a. Consideration and possible action on a Plan of Operation for S&R Unlimited Construction LLC located at N63W23583 Main Street.
4. Conditional Use Public Hearing(s) and consideration and possible action on Conditional Use Permits and Plans on the following items:
  - a. Public hearing on a consideration of a Conditional Use Permit for a solar panel installation at W232 N6274 Waukesha Avenue.
5. Consideration and possible action on CSM's, Plats, Zoning and Planning Items:
  - a. Consideration and possible action on an Ordinance to repeal and recreate Section 17.0506(A)(2)(C) regarding Commercial Recreation Facilities in Section 17.0506 Conditional Use Permits.
  - b. Introduction of a Plan of Operation and Conditional Use application for a commercial recreation facility located at N66W25201 County Highway VV.
  - c. Consideration and possible action on a Rezoning Ordinance rezoning lands recently annexed into the Village of Sussex.
  - d. Discussion on next steps for Serv-Pro Plan of Operation.
  - e. Discussion on site/landscape plan for Tekila at Olde Brooke Square N63W23675 Main Street.
6. Other items for future discussion.
7. Adjournment.

Anthony LeDonne  
Chairperson

\_\_\_\_\_  
Jeremy J. Smith  
Village Administrator

Please note that, 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 the Village Clerk at 246-5200.

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

Minutes of the Plan Commission meeting held on October 18, 2022

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

Members excused: Commissioner Mike Schulist

Others present: Community Development Director Gabe Gilbertson, Village Administrator Jeremy Smith,  
Village Attorney John Macy, Village Clerk Jennifer Moore.

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 September 20, 2022.**

A motion by Anderson, seconded by Zoellick to approve the minutes of the Plan Commission meeting of September 20, 2022 as presented. Motion carried 6-0

**Consideration and possible action on plan of operation for Badger Distribution (W251N5490 Business Drive, Suite 200, Sussex, WI 53089).**

A motion by Zoellick, seconded by Johnson to approve the plan of operation for Badger Distribution (W251N5490 Business Drive, Suite 200, Sussex, WI 53089) subject to the standard conditions of Exhibit A. Motion carried 6-0

**Consideration and possible action for a Conditional Use Permit for a solar panel installation at W232N6274 Waukesha Avenue, Sussex, WI 53089**

A motion by Johnson, seconded by Knapp to schedule the first public hearing for a Conditional Use Permit for a solar panel installation at W232N6274 Waukesha Avenue, Sussex, WI 53089.

Motion carried 6-0

The Plan Commission directed the applicant to provide information showing that this accessory structure does not exceed the 20% maximum total accessory structures allowed on a property.

**Consideration and possible action of a final plat for Redford Hills**

A motion by Zoellick, seconded by Muckerheide to recommend to the Village Board approval of the final plat for Redford Hills subject to the standard conditions of Plat approval, meeting all comments and conditions of the Village Engineer including completion of the asphalt roadway, compliance with the Developer's Agreement, payment of all fees and subject to the standard conditions of Exhibit A.

Motion carried 6-0

**Consideration and possible action of a final plat for Vista Run Addition No. 3**

Motion by Johnson, seconded by Zoellick to table this item to the November Plan Commission meeting at the request of the petitioner.

Motion carried 6-0

**Discussion on the former ShopKo building**

The Plan Commission directed staff to expand the possible uses of this building beyond retail and big box retail.

**Discussion of a rezoning for newly annexed land into the Village of Sussex**

Community Development Director Gilbertson updated the commissioners on the work to rezone the land newly annexed from the Town of Lisbon to conform with village standards.

**Other items for future discussion**

Commissioner Johnson would like an agenda item added to a future meeting to discuss the agreement for temporary picnic benches and a beer garden at Oak Brook Park.

**Adjournment**

A motion by Zoellick, seconded by Muckerheide to adjourn the meeting at 6:57p.m.

Motion carried 6-0

Respectfully submitted,  
Jennifer Moore  
Village Clerk



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## MEMORANDUM

TO: Plan Commission  
FROM: Gabe Gilbertson, Community Development Director  
RE: Plan Commission meeting of November 15, 2022  
DATE: November 10, 2022

All Code Sections in this memo refer to the March 25, 2014 Sussex Municipal Code Chapter 17 with subsequent amendments thereto.

### **02. Minutes of the Plan Commission meeting of October 18, 2022.**

### **03. Consideration and possible action on Permitted Uses and Site Plans:**

#### **A. Consideration and possible action on a Plan of Operation for S&R Unlimited Construction LLC located at N63W23583 Main Street.**

This site is zoned B-4. S&R Unlimited Construction, a new construction cleaning and office cleaning business is a permitted use in the B-4 Central Mixed-Use District in accordance with Section 17.0149(C)(5)(H) and is proposing to operate their business at the multitenant office building. The applicant stated that the office will be used as their place to store documents, answer phone calls, and other general business functions.

According to the application, there could be 2 employees operating between 8:00 am and 6:00 pm, Monday through Friday. The applicant stated that there would be one vehicle associated with the business and only one parking space would be needed. The site has 53 parking stalls and 44 stalls are allocated to the other users. The Code requires 2 stalls for the proposed use based on the square footage of the tenant space.

There is no signage proposed at this time.

#### **Policy Question:**

1. Are there any concerns with the plan of operation?
2. Are there any property maintenance concerns that need to be addressed at this time?

#### **Action Items:**

1. Act on the Plan of operation

**Staff Recommendation:** Staff recommends approval of the Plan of Operation for S&R Unlimited Construction LLC located at N63W23583 Main Street, subject to the standard conditions of Exhibit A.

### **04. Conditional Use Public Hearing(s) and consideration and possible action on Conditional Use Permits and Plans:**



**A. Public Hearing on a Conditional Use Permit in accordance with section 17.0506(C)(4)(B) for the installation of a ground-mounted solar panel array in the B-4 Central Mixed Use Zoning District located at W232 N6274 Waukesha Ave.**

**Consideration and possible action on a Conditional Use application for a solar panel installation at W232 N6274 Waukesha Ave.**

The property is zoned B-4 and under Section 17.0506(C)(4)(B), solar energy conversion systems may be permitted in any district with a Conditional Use Permit. The applicant is proposing to construct a solar panel array at the subject property that would be in the back yard and would be approximately 39'7" long and 10'7" wide and would stand approximately 82" tall. A submitted site plan shows that it would be 10' from the rear property line and 15' from the northern side property line. The B-4 Zoning District requires a 10' side yard setback and a 15' rear yard setback.

Staff discussed with the applicant that the total square footage of accessory structures in the rear yard could not exceed 20%. The rear yard is approximately 15,500 square feet. The existing accessory structures in the rear yard total approximately 1,250 square feet; and approximately 1,650 square feet with the solar panel array. The total accessory structure would about 10% of the rear yard.

The Petitioner will need to prove the following standards/condition during the Public Hearing process. The Plan Commission may add additional conditions for the Petitioner to meet in the Conditional Use. The shaded areas (if any) reflect items in the code that are unlikely to be meritorious to the application or are administrative in nature.

**The Conditional Use Standards:**

17.0502 APPLICATION. Applications for conditional use permits shall be made to the Village on forms furnished by the Village and shall include Sections A, E, F and G. and may include any or all of Sections B, C, and D. as determined by the Administrator:

A. Names and addresses of the applicant, owner of the site, or other appropriate entities or persons implementing the project as required by the Administrator.

B. Description of the subject site by lot, block and recorded subdivision or by metes and bounds; address of the subject site; type of structure; proposed operation or use of the structure or site; number of employees; and the zoning district within which the subject site is located. For floodland conditional uses, such description shall also include information that is necessary for the Plan Commission to determine whether the proposed development will hamper flood flows, impair floodplain storage capacity, or cause danger to human or animal life. This additional information may include plans, certified by a registered professional engineer or land survey or, showing elevations or contours of the ground; fill or storage elevations; first floor elevations of structures; size, location and spatial arrangement of all existing and proposed structures on the site; location and elevation of streets, water supply, and sanitary facilities; photographs showing existing land uses and vegetation upstream and downstream; soil types; and other pertinent information.

C. A topographic map, drawn to a scale of not less than 200' to 1" showing the land in question, its legal description and location; location and use of existing buildings; sanitary systems and private water

supplies on such land; the high water elevation of any navigable water within 100' of the land in question; and the proposed location and use of any buildings, sanitary systems and wells on such land and within 100' of such land in question.

D. An impact Report as outlined in Section 17.0506 A or Section 17.0506 B.

E. A fee, as may be established and periodically modified by resolution of the Village Board, shall accompany each application. Such fee shall be paid by cash, check or money order to the Village. Costs incurred by the Village in obtaining legal, planning, engineering and other technical and professional advice in connection with the review of the conditional use and preparation of conditions to be imposed shall be charged to the applicant.

F. Where necessary to comply with certain Wisconsin Statutes, an application will be submitted at the appropriate time to the Department of Natural Resources.

G. The site plan and plan of operation information sheet and plan of operation approval form furnished by the Village shall be submitted prior to scheduling before the Plan Commission.

#### 17.0503 REVIEW AND APPROVAL.

The Plan Commission shall review the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, highway access, traffic generation and circulation, drainage, sewerage and water systems, the proposed operation, and other factors the Plan Commission determines are appropriate when considering a Conditional Use Permit.

A. Conditional Use permits shall have the following process:

1. The Applicant shall meet with Administrator or designee in a pre-application conference to discuss the application and plans.

2. The Applicant applies for a Conditional Use Permit by completing the Village application form. Incomplete applications will not be accepted. If that threshold is met, the Administrator or designee sets the application for introduction to the Plan Commission. If the minimum threshold is not met the application is returned to the petitioner with a rationale for denial.

3. The Administrator or designee introduces the CU application at the next available Plan Commission meeting after completion by the Administrator of the response to the Applicant's Impact Report if applicable under 17.0506 A or 17.0506 B. The application materials are provided to the Plan Commission along with a staff report on the matter outlining critical details of the application and code compliance. The Plan Commission concurs the application is complete and sets forth the application for public hearing or the Plan Commission finds the application incomplete and remands it to the Petitioner for completion.

a) Procedure for a Public Hearing before the Plan Commission:

1) Refer to Section 17.1401.

2) Any person may appear in person, by agent, or attorney.

3) The Plan Commission shall afford the applicant and each interested person opportunity to present evidence to rebut or offer countervailing evidence.

4) The Plan Commission shall take minutes of the proceedings and shall mark and preserve all exhibits. The Plan Commission shall, when requested by an applicant or a petitioner objecting to the action, cause the proceedings to be taken by a stenographer or by a recording device provided that the applicant or the petitioner objecting making the request pays any and all costs for the stenographer or recording device and any copies of the proceedings. If requested by both the applicant and the petitioner, the costs shall be split evenly unless otherwise agreed to by the parties.

4. At the public Hearing the Plan Commission will hear from the applicant, Village, and the public on the application's compliance with the standards of the Code. The purpose of the hearing is to gather the record, for the Petitioner to prove with substantial evidence they meet the standards of the code or the public to prove they don't and to address concerns from the public and or Plan Commission and render a decision if appropriate or to determine what remains to be discussed at the next meeting. Only substantial evidence may be considered by the Plan Commission. At the

summation of the initial public hearing date the Plan Commission may give the following direction to the petitioner and to the public:

- a) The remaining questions/standards that need to be proved/responded to.
- b) Additional conditions to include in the CU Order that the Plan Commission deems appropriate. The Petitioner will need to prove they can meet those at the adjourned public hearing date.
- c) Direction to staff to prepare the Conditional Use Order or a finding the Petitioner does not meet the standards for approval for consideration at the next meeting. The Plan Commission may also delay either of these directions to hear more evidence at the next meeting, although such delay will result in another adjourned public hearing date for due process purposes.
- d) Adjourn the public hearing to a date certain.

5. At the adjourned public hearing date if the public hearing was extended for additional evidence collection, the Plan Commission will hear from the applicant, Village, and the public on evidence in support or opposition to items from 17.0503 A 4.(A. and B.) and to the CU Order itself. The purpose of the hearing is to gather the record on any additional standards imposed by the Plan Commission from the first public hearing and to gather evidence on the CU Order itself. Only substantial evidence will be considered by the Plan Commission. At the summation of the public hearing the Plan Commission will give direction requesting additional evidence and adjourn the public hearing to a date certain or close the public hearing.

6. After the closing of the public hearing the Plan Commission during its regular meeting or at a subsequent meeting where the agenda item is duly noticed shall discuss the plans and Conditional Use Order or Findings for Denial and act on the agenda item(s). The decision shall be based upon the record from the public hearings. The burden of proof is on the applicant to prove they have met the standards of the Ordinance and those set forth by the Plan Commission during the process. The Plan Commission shall render its written determination and the reasons for the same within 95 days from completion of the public hearing unless an extension is consented to in writing by the applicant. The Clerk shall mail a copy of the determination to the applicant.

7. Conditions such as landscaping, architectural design, type of construction, flood proofing, anchoring of structures, construction commencement and completion dates, sureties, lighting, fencing, planting screens, operational control, hours of operation, improved traffic circulation, deed restrictions, highway access restrictions, increased yards, parking requirements, or length of approval may be required by the Plan Commission upon its finding that these are necessary to fulfill the purpose and intent of this ordinance.

B. Compliance with all other provisions of this ordinance, such as lot width and area, yards, height, parking, loading, traffic, and highway access shall be required of all conditional uses unless otherwise specifically authorized to be modified by this Code. Variances shall only be granted as provided in Section 17.1200 of this ordinance.

C. Changes in use subsequent to the initial issuance of a conditional use permit shall result in a need to change the initial conditions and shall require an amendment to the conditional use permit. Enlargement of a conditional use shall not be considered an amendment. If any holder of a conditional use permit wishes to extend or alter the terms of such permit, the permit holder must apply for an amendment to the conditional use permit through the procedure of application for conditional use permits detailed herein. The process for amending a permit shall generally follow the procedures for granting a permit as set forth in Sections 17.0501, 17.0502 and 17.0503, and shall require the filing of an application and a hearing as provided above. The Conditional Use Order may describe changes that can be made without requiring a new permit.

D. Conditional Use Orders shall generally have 5 year terms unless otherwise specified by the Plan Commission. The Orders shall have an administrative renewal process established within the order to allow for streamlined renewal of the conditional use order with a provision that allows the Plan Commission to remove the Conditional Use Order from automatic renewal if there are concerns with compliance with the CU order or concerns raised by the public about the applicant's operations. If the

Plan Commission pulls the CU order from automatic approval the CU order shall remain in effect while the Plan Commission provides due process to the applicant in reviewing the CU Order and its renewal.

E. No use is hereby authorized unless the use is conducted in a lawful, orderly and peaceful manner. Nothing in a CU order shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption, or exception to any law, ordinance, order or rule of either the Village Board, County of Waukesha, State of Wisconsin, or the United States of America, or other duly constituted authority. A CU order does not constitute a building permit, nor shall a CU order constitute any other license or permit required by Village Ordinance or law.

#### **17.0506 CONDITIONAL USES**

C. ENVIRONMENTAL PROTECTION CONDITIONAL USES The following uses are conditional uses within environmental protection districts or for environmental protection in general and may be permitted as specified.

- b) *Solar Energy Conversion Systems, commonly referred to as "active" or "passive" solar collection and heating systems and including all systems as defined by Section 101.57 (8) (b) of the Wisconsin Statutes when such systems are erected as an accessory structure may be permitted in any district.*
- 1) *Application: Applications for the erection of a solar energy conversion system shall be accompanied by a plat of survey for the property to be served showing the location of the conversion system and the means by which the energy will be provided to the structure or structures.*
  - 2) *Construction: Solar energy conversion systems shall be constructed and installed in conformance with all applicable state and local building and zoning codes.*
  - 3) *Location and Height: Solar energy conversion systems shall meet all setback and yard requirements for the district in which they are located. Solar energy conversion systems shall conform to all height requirements of the zoning code unless otherwise provided in the conditional use permit issued pursuant to this section.*

### **The General Provisions of Chapter 17.0200**

#### **The Zoning District Standards 17.0400 and in particular the standards of the B-4 Central Mixed Use Business District (17.0419).**

#### **Site Plan Review Standards 17.1000**

17.1002 PRINCIPLES To implement and define criteria for the purposes set forth in Section 17.1001, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

A. No structure, or use shall be established that is counter to the intent of the Design Standards nor shall the same be permitted that would have a negative impact on the maintenance of safe and healthful conditions in the Village. Structures and uses in the B-4 Central Mixed Use District shall also adhere to the intent of the Downtown Development and Design Plan.

B. No structure shall be permitted:

1. The design or exterior appearance of which is of such unorthodox or abnormal character in relation to its surroundings as to be unsightly or offensive to generally accepted taste and community standards.
2. The design or exterior appearance of which is so identical to a building on lots within 500 feet of each other that it creates excessive monotony or 17.1000 drabness, in order to realize architectural uniqueness between lots.

3. Where any exposed facade is not constructed or faced with a finished material or color which is aesthetically compatible with the other facades and presents an attractive appearance to the public and to surrounding properties.

C. The facade of a manufacturing building which faces upon a street right-of-way shall be finished with an aesthetically pleasing material. A minimum of 50 percent of a facade facing a street shall be finished with brick or decorative masonry material. Such masonry facing shall extend for a distance of at least 10 feet along the sides of the structure. Manufacturing buildings on corner lots shall have the required masonry facade facing each street. Metal buildings may be constructed in any business, manufacturing, institutional, or park district, but only by a 3/4 affirmative vote of the Plan Commission.

D. Building Scale and Mass. The relative proportion of a building to its neighboring buildings, to pedestrians and observers, or to other existing buildings shall be maintained or enhanced when new buildings are built or when existing buildings are remodeled or altered.

E. Structures and uses shall make appropriate use of open spaces and the Plan Commission may require appropriate landscaping and planting screens. All landscaped areas shall provide a mix of climax trees, tall and medium deciduous trees, tall and medium coniferous trees, deciduous and coniferous shrubs, and grasses. The appropriate mix shall be determined by the Plan Commission.

F. No articles, goods, material, finished or unfinished product, incinerators, storage tanks, refuse containers, or like equipment shall be kept outdoors, exposed to public view, or exposed to view from adjacent buildings and property. Garbage and refuse containers shall be screened from the street and from neighboring facilities. The Plan Commission may permit the outdoor display of product or merchandise when it makes a finding that such display is essential to a business or industrial use.

G. Structures and uses shall be provided with adequate services as approved by the appropriate utility and serve to implement the recommendations of Utility and Stormwater Management Plans of the Village.

H. Buildings and uses shall provide adequate parking and loading areas. No loading dock or overhead door shall face upon a street right-of-way unless a determination is made by the Plan Commission to allow the same, as described herein.

1. The Plan Commission shall not allow the same unless the Plan Commission first finds either a or b: (a) That the loading dock or overhead door is set back at least 75 feet from the street right-of-way and adequate vehicle turnaround areas have been provided on the lot, such that no maneuvering of vehicles will take place within the street right-of-way in order to access the loading dock or overhead door. (b) That the building is on a lot within the M-1 Industrial District and the building has a previously approved loading dock facing the street.

2. If the Plan Commission finds (1) (a) or (1) (b), above, then the Plan Commission may allow the loading dock or overhead door to face the street right-of-way upon consideration of the following additional factors, without limitation by reason of enumeration: 17.1000 (a) Whether the loading dock or overhead door is set back sufficiently from the street right-of-way to adequately limit the adverse visual impact of the loading dock or overhead door; (b) Whether the number of loading docks or overhead doors that are proposed to face the street right-of-way, due to their number, would create an adverse visual impact; (c) Whether the natural terrain and other existing features of the lot may affect the visual impact of the loading dock or overhead door; and (d) Whether the loading dock or overhead door will be appropriately screened with landscape berms or other landscaping.

**Any other standards from Chapter 17 that may be relevant.**

**Policy Question:**

1. Are there any concerns with the Conditional Use or Plan of Operation?
2. Are there any concerns from the public hearing you want added in the CU document?

**Action Items:**

1. Direct staff to prepare the Conditional Use Order and to schedule a public hearing on the Conditional Use Order for the December Plan Commission meeting.

**Staff Recommendation:**

Staff recommends preparing the Conditional Use Order and scheduling the next public hearing for the December Plan Commission meeting.

**05. Consideration and possible action on CSM's, Plats, Zoning and Planning Items:**

**A. Consideration and possible action on an Ordinance to repeal and recreate Section 17.0506(A)(2)(C) regarding Commercial Recreation Facilities in Section 17.0506 Conditional Use Permits.**

The Code as written today only permits commercial recreational facilities as a conditional use within the B-1 Neighborhood Business District. Staff is recommending this Section of the Code be amended to allow for properties within the B-2 Regional Business District the ability to apply for a conditional use permit for commercial recreation facilities.

Staff has provided an Ordinance for consideration.

**Policy Question:**

1. Are there any concerns with the Ordinance?

**Action Items:**

1. Act on the Ordinance.

**Staff Recommendation:**

Staff recommends the Plan Commission recommend to the Village Board to approve the Ordinance to repeal and recreate Section 17.0506(A)(2)(C) regarding Commercial Recreation Facilities in Section 17.0506 Conditional Use Permits to allow for Commercial Recreation Facilities as a Conditional Use in the B-1 and B-2 Zoning Districts.

**B. Introduction of a Plan of Operation and Conditional Use application for a commercial recreation facility located at N66W25201 County Highway VV.**

At its October 18, 2022 meeting, the Plan Commission discussed considering alternative uses for the former ShopKo building and the Plan Commission was in generally agreement that uses other than a big-box store could be appropriate at that site.

Staff has since received an application for a Conditional Use Permit for Lake Country Indoor Sports, LLC / NX Level. NX Level would be a multi-sport athletic training facility that provides indoor rental areas for teams and individuals to train, practice, and

perform. The focus of the facility will be baseball, softball, basketball, volleyball, and pickleball. There would be the ability to host tournaments as well as daily training.

According to the application, the hours of operation would be between 6:00 am and 11:00 pm seven days a week. There would be a total of 10 employees between two shifts. The site has 479 parking stalls, however, to determine the total number of stalls required for the proposed indoor recreation use, the applicant will need to provide Staff the maximum capacity of the building.

The Petitioner will need to prove the following standards/condition during the Public Hearing process. The Plan Commission may add additional conditions for the Petitioner to meet in the Conditional Use. The shaded areas (if any) reflect items in the code that are unlikely to be meritorious to the application or are administrative in nature.

### **The Conditional Use Standards:**

17.0502 APPLICATION. Applications for conditional use permits shall be made to the Village on forms furnished by the Village and shall include Sections A, E, F and G. and may include any or all of Sections B, C, and D. as determined by the Administrator:

A. Names and addresses of the applicant, owner of the site, or other appropriate entities or persons implementing the project as required by the Administrator.

B. Description of the subject site by lot, block and recorded subdivision or by metes and bounds; address of the subject site; type of structure; proposed operation or use of the structure or site; number of employees; and the zoning district within which the subject site is located. For floodland conditional uses, such description shall also include information that is necessary for the Plan Commission to determine whether the proposed development will hamper flood flows, impair floodplain storage capacity, or cause danger to human or animal life. This additional information may include plans, certified by a registered professional engineer or land survey or, showing elevations or contours of the ground; fill or storage elevations; first floor elevations of structures; size, location and spatial arrangement of all existing and proposed structures on the site; location and elevation of streets, water supply, and sanitary facilities; photographs showing existing land uses and vegetation upstream and downstream; soil types; and other pertinent information.

C. A topographic map, drawn to a scale of not less than 200' to 1" showing the land in question, its legal description and location; location and use of existing buildings; sanitary systems and private water supplies on such land; the high water elevation of any navigable water within 100' of the land in question; and the proposed location and use of any buildings, sanitary systems and wells on such land and within 100' of such land in question.

D. An impact Report as outlined in Section 17.0506 A or Section 17.0506 B.

E. A fee, as may be established and periodically modified by resolution of the Village Board, shall accompany each application. Such fee shall be paid by cash, check or money order to the Village. Costs incurred by the Village in obtaining legal, planning, engineering and other technical and professional advice in connection with the review of the conditional use and preparation of conditions to be imposed shall be charged to the applicant.

F. Where necessary to comply with certain Wisconsin Statutes, an application will be submitted at the appropriate time to the Department of Natural Resources.

G. The site plan and plan of operation information sheet and plan of operation approval form furnished by the Village shall be submitted prior to scheduling before the Plan Commission.

17.0503 REVIEW AND APPROVAL.

The Plan Commission shall review the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, highway access, traffic generation and circulation, drainage, sewerage and water systems, the proposed operation, and other factors the Plan Commission determines are appropriate when considering a Conditional Use Permit.

A. Conditional Use permits shall have the following process:

1. The Applicant shall meet with Administrator or designee in a pre-application conference to discuss the application and plans.

2. The Applicant applies for a Conditional Use Permit by completing the Village application form. Incomplete applications will not be accepted. If that threshold is met, the Administrator or designee sets the application for introduction to the Plan Commission. If the minimum threshold is not met the application is returned to the petitioner with a rational for denial.

3. The Administrator or designee introduces the CU application at the next available Plan Commission meeting after completion by the Administrator of the response to the Applicant's Impact Report if applicable under 17.0506 A or 17.0506 B. The application materials are provided to the Plan Commission along with a staff report on the matter outlining critical details of the application and code compliance. The Plan Commission concurs the application is complete and sets forth the application for public hearing or the Plan Commission finds the application incomplete and remands it to the Petitioner for completion.

a) Procedure for a Public Hearing before the Plan Commission:

- 1) Refer to Section 17.1401.
- 2) Any person may appear in person, by agent, or attorney.
- 3) The Plan Commission shall afford the applicant and each interested person opportunity to present evidence to rebut or offer countervailing evidence.
- 4) The Plan Commission shall take minutes of the proceedings and shall mark and preserve all exhibits. The Plan Commission shall, when requested by an applicant or a petitioner objecting to the action, cause the proceedings to be taken by a stenographer or by a recording device provided that the applicant or the petitioner objecting making the request pays any and all costs for the stenographer or recording device and any copies of the proceedings. If requested by both the applicant and the petitioner, the costs shall be split evenly unless otherwise agreed to by the parties.

4. At the public Hearing the Plan Commission will hear from the applicant, Village, and the public on the application's compliance with the standards of the Code. The purpose of the hearing is to gather the record, for the Petitioner to prove with substantial evidence they meet the standards of the code or the public to prove they don't and to address concerns from the public and or Plan Commission and render a decision if appropriate or to determine what remains to be discussed at the next meeting. Only substantial evidence may be considered by the Plan Commission. At the summation of the initial public hearing date the Plan Commission may give the following direction to the petitioner and to the public:

- a) The remaining questions/standards that need to be proved/responded to.
- b) Additional conditions to include in the CU Order that the Plan Commission deems appropriate. The Petitioner will need to prove they can meet those at the adjourned public hearing date.
- c) Direction to staff to prepare the Conditional Use Order or a finding the Petitioner does not meet the standards for approval for consideration at the next meeting. The Plan Commission may also delay either of these directions to hear more evidence at the next meeting, although such delay will result in another adjourned public hearing date for due process purposes.
- d) Adjourn the public hearing to a date certain.

5. At the adjourned public hearing date if the public hearing was extended for additional evidence collection, the Plan Commission will hear from the applicant, Village, and the public on evidence in support or opposition to items from 17.0503 A 4.(A. and B.) and to the CU Order itself. The



purpose of the hearing is to gather the record on any additional standards imposed by the Plan Commission from the first public hearing and to gather evidence on the CU Order itself. Only substantial evidence will be considered by the Plan Commission. At the summation of the public hearing the Plan Commission will give direction requesting additional evidence and adjourn the public hearing to a date certain or close the public hearing.

6. After the closing of the public hearing the Plan Commission during its regular meeting or at a subsequent meeting where the agenda item is duly noticed shall discuss the plans and Conditional Use Order or Findings for Denial and act on the agenda item(s). The decision shall be based upon the record from the public hearings. The burden of proof is on the applicant to prove they have met the standards of the Ordinance and those set forth by the Plan Commission during the process. The Plan Commission shall render its written determination and the reasons for the same within 95 days from completion of the public hearing unless an extension is consented to in writing by the applicant. The Clerk shall mail a copy of the determination to the applicant.

7. Conditions such as landscaping, architectural design, type of construction, flood proofing, anchoring of structures, construction commencement and completion dates, sureties, lighting, fencing, planting screens, operational control, hours of operation, improved traffic circulation, deed restrictions, highway access restrictions, increased yards, parking requirements, or length of approval may be required by the Plan Commission upon its finding that these are necessary to fulfill the purpose and intent of this ordinance.

B. Compliance with all other provisions of this ordinance, such as lot width and area, yards, height, parking, loading, traffic, and highway access shall be required of all conditional uses unless otherwise specifically authorized to be modified by this Code Variances shall only be granted as provided in Section 17.1200 of this ordinance.

C. Changes in use subsequent to the initial issuance of a conditional use permit shall result in a need to change the initial conditions and shall require an amendment to the conditional use permit. Enlargement of a conditional use shall not be considered an amendment. If any holder of a conditional use permit wishes to extend or alter the terms of such permit, the permit holder must apply for an amendment to the conditional use permit through the procedure of application for conditional use permits detailed herein. The process for amending a permit shall generally follow the procedures for granting a permit as set forth in Sections 17.0501, 17.0502 and 17.0503, and shall require the filing of an application and a hearing as provided above. The Conditional Use Order may describe changes that can be made without requiring a new permit.

D. Conditional Use Orders shall generally have 5 year terms unless otherwise specified by the Plan Commission. The Orders shall have an administrative renewal process established within the order to allow for streamlined renewal of the conditional use order with a provision that allows the Plan Commission to remove the Conditional Use Order from automatic renewal if there are concerns with compliance with the CU order or concerns raised by the public about the applicant's operations. If the Plan Commission pulls the CU order from automatic approval the CU order shall remain in effect while the Plan Commission provides due process to the applicant in reviewing the CU Order and its renewal.

- D. No use is hereby authorized unless the use is conducted in a lawful, orderly and peaceful manner. Nothing in a CU order shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption, or exception to any law, ordinance, order or rule of either the Village Board, County of Waukesha, State of Wisconsin, or the United States of America, or other duly constituted authority. A CU order does not constitute a building permit, nor shall a CU order constitute any other license or permit required by Village Ordinance or law

## **17.0506      CONDITIONAL USES**

2. *Arts, Entertainment, and Recreation: Petitioners for conditional uses in the Arts, Entertainment, and Recreation section below must prove if the use involves the discharge of weapons that the*

*building and site design have been established to both prevent any bullet, arrow, or other item from leaving the subject property and prevent anyone unauthorized; from access to where they may be impacted by the discharge of the weapon(s).*

- a) Archery Ranges, bathhouses, beaches, boating, camps, conservatories, driving ranges, firearm ranges, golf courses, ice boating, marinas, polo fields, riding academies, and stadiums in the A-1 district provided that the lot area is not less than three (3) acres and all structures are not less than 50 feet from any district boundary.*
- b) Music/theater halls, museums, historical sites, zoological and botanical gardens in the B-1, B-3, and A-1 districts.*
- c) Commercial Recreation Facilities, such as arcades, bowling alleys, dance halls, driving ranges, gymnasiums, lodges, miniature golf facilities, physical fitness and recreational sports facilities, pool and billiard halls, racetracks, rifle ranges, tennis courts, volley ball courts, Turkish baths, swimming pools, and skating rinks, are conditional uses and may be permitted in the B-1,*

## **The General Provisions of Chapter 17.0200**

### **The Zoning District Standards 17.0400 and in particular the standards of the B-2 Regional Business District (17.0417).**

#### **Site Plan Review Standards 17.1000**

17.1002 PRINCIPLES To implement and define criteria for the purposes set forth in Section 17.1001, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

A. No structure, or use shall be established that is counter to the intent of the Design Standards nor shall the same be permitted that would have a negative impact on the maintenance of safe and healthful conditions in the Village. Structures and uses in the B-4 Central Mixed Use District shall also adhere to the intent of the Downtown Development and Design Plan.

B. No structure shall be permitted:

- 1. The design or exterior appearance of which is of such unorthodox or abnormal character in relation to its surroundings as to be unsightly or offensive to generally accepted taste and community standards.
- 2. The design or exterior appearance of which is so identical to a building on lots within 500 feet of each other that it creates excessive monotony or 17.1000 drabness, in order to realize architectural uniqueness between lots.
- 3. Where any exposed facade is not constructed or faced with a finished material or color which is aesthetically compatible with the other facades and presents an attractive appearance to the public and to surrounding properties.

C. The facade of a manufacturing building which faces upon a street right-of-way shall be finished with an aesthetically pleasing material. A minimum of 50 percent of a facade facing a street shall be finished with brick or decorative masonry material. Such masonry facing shall extend for a distance of at least 10 feet along the sides of the structure. Manufacturing buildings on corner lots shall have the required masonry facade facing each street. Metal buildings may be constructed in any business, manufacturing, institutional, or park district, but only by a 3/4 affirmative vote of the Plan Commission.

D. Building Scale and Mass. The relative proportion of a building to its neighboring buildings, to pedestrians and observers, or to other existing buildings shall be maintained or enhanced when new buildings are built or when existing buildings are remodeled or altered.

E. Structures and uses shall make appropriate use of open spaces and the Plan Commission may require appropriate landscaping and planting screens. All landscaped areas shall provide a mix of climax trees,

tall and medium deciduous trees, tall and medium coniferous trees, deciduous and coniferous shrubs, and grasses. The appropriate mix shall be determined by the Plan Commission.

F. No articles, goods, material, finished or unfinished product, incinerators, storage tanks, refuse containers, or like equipment shall be kept outdoors, exposed to public view, or exposed to view from adjacent buildings and property. Garbage and refuse containers shall be screened from the street and from neighboring facilities. The Plan Commission may permit the outdoor display of product or merchandise when it makes a finding that such display is essential to a business or industrial use.

G. Structures and uses shall be provided with adequate services as approved by the appropriate utility and serve to implement the recommendations of Utility and Stormwater Management Plans of the Village.

H. Buildings and uses shall provide adequate parking and loading areas. No loading dock or overhead door shall face upon a street right-of-way unless a determination is made by the Plan Commission to allow the same, as described herein.

1. The Plan Commission shall not allow the same unless the Plan Commission first finds either a or b: (a) That the loading dock or overhead door is set back at least 75 feet from the street right-of-way and adequate vehicle turnaround areas have been provided on the lot, such that no maneuvering of vehicles will take place within the street right-of-way in order to access the loading dock or overhead door. (b) That the building is on a lot within the M-1 Industrial District and the building has a previously approved loading dock facing the street.

2. If the Plan Commission finds (1) (a) or (1) (b), above, then the Plan Commission may allow the loading dock or overhead door to face the street right-of-way upon consideration of the following additional factors, without limitation by reason of enumeration: 17.1000 (a) Whether the loading dock or overhead door is set back sufficiently from the street right-of-way to adequately limit the adverse visual impact of the loading dock or overhead door; (b) Whether the number of loading docks or overhead doors that are proposed to face the street right-of-way, due to their number, would create an adverse visual impact; (c) Whether the natural terrain and other existing features of the lot may affect the visual impact of the loading dock or overhead door; and (d) Whether the loading dock or overhead door will be appropriately screened with landscape berms or other landscaping.

**Any other standards from Chapter 17 that may be relevant.**

**Policy Question:**

1. Currently, indoor recreation facilities are not a permitted or conditional use within the B-2 Regional Business District. For this proposal to move forward, the text amendment that adds the B-2 Regional Business District to the Conditional Use section of the Zoning Code would need to be approved by the Village Board. Staff feels that it is appropriate for the Plan Commission to move forward with the public hearing with the understanding that it is at the applicant's risk if the Text Amendment is not approved.

**Action Items:**

1. Direct staff to schedule a public hearing on the Conditional Use Order for the December Plan Commission meeting subject to the Applicant submitting the Impact Statement and a narrative describing the proposed use prior to the December public hearing.

**Staff Recommendation:**

Staff recommends scheduling the public hearing for the December Plan Commission meeting.

**C. Consideration and possible action recommending a Rezoning Ordinance rezoning lands recently annexed into the Village of Sussex.**

The Village Board approved a Cooperative Plan with the Town of Lisbon on January 25, 2022. The Cooperative Plan fixed the boundaries between the Village of Sussex and Town of Lisbon. Additionally, 65 parcels were detached from the Town and attached to the Village. Once attached to the Village, a Zoning classification is required to be applied to each parcel. In general, the zoning that is proposed for each parcel is consistent with the adjacent parcels. A map and ordinance are included with the memo for the Plan Commission's review and consideration.

**Policy Question:**

1. Are there any concerns with the proposed amendment to the Zoning Map?
2. Are there any concerns with the Ordinance?

**Action Items:**

1. Act on the Ordinance.

**Staff Recommendation:**

Staff recommends the Plan Commission direct Staff to schedule the public hearing for the proposed Ordinance for the January Village Board meeting and to recommend the Village Board adopt the proposed Ordinance.

**D. Discussion on next steps for the Serv-Pro Plan of Operation.**

Staff had sent a letter to Serv-Pro requesting that a Plan of Operation application be submitted by the end of September. Staff did not receive the Plan of Operation application and is requesting direction from the Plan Commission for next steps. Staff suggests sending the business owner one more letter indicating the next steps if a Plan of Operation is not received.

**Policy Questions:**

1. What level of enforcement should be taken for the business operating without an approved plan of operation after months of notice, response by the business, but failure to comply.

**Action Item:**

1. Give direction to Staff or the Village Board with respect to enforcement on the matter.

**Staff Recommendation:**

Staff recommends sending another certified letter outlining the steps if a Plan of Operation is not received in hopes of compliance without having to issue a ticket.

**E. Discussion on site/landscape plan for Tekila at Olde Brooke Square located at N63W23675 Main Street.**

Tekila Restaurant and the associated beer garden space were reviewed by the Plan Commission at its April 21, 2020 meeting. The site plan was approved subject to addressing screening and grading issues between the patio and park. The plan was

approved 6-1. The Architectural Review Board reviewed the site plan at its July 8, 2020 meeting. The ARB voted unanimously to approve the site plans subject the type of hydrangea around the patio having a bloom other than white. The minutes from the Plan Commission and Architectural Review Board are attached as well as the approved site plan. The question raised was with the business being temporarily closed should the Village look to have the patio removed from the Park space.

**Policy Questions:**

1. Does the Plan Commission wish to give some direction on this to the Park and Recreation Board and Village Board?

**Action Item:**

1. Give guidance to the Park and Recreation Board and Village Board about the same.

**Staff Recommendation:**

This is a policy issue to be resolved about economic development and parks and recreation and any planning advice can be shared with the Community Development Authority and the Parks and Recreation Board, which have oversight over the same.

**06. Other Items for future discussion.**

**07. Adjournment.**



Project Name S/D UNLIMITED  
Tax Key # 246.995

VILLAGE OF SUSSEX  
PLAN OF OPERATION  
PROCEDURE LIST

Pre-application conference must be arranged with Gabe Gilbertson, Community Development Director. Please contact us at 262-246-5215 prior to submitting your application.

Complete the following: Plan of Operation, Service Reimbursement Agreement, Emergency Contact and Wastewater Discharge Permit.

Submit the completed forms and the required fee by the last business day of the month for consideration for the next Plan Commission Agenda. Please note that submitting by the deadline does not guarantee placement on the Plan Commission Agenda. Completed forms can be emailed to [ggilbertson@villagesussex.org](mailto:ggilbertson@villagesussex.org).

The following fees are required at the time of submittal:

<input checked="" type="checkbox"/> Plan of Operation fee	\$175.00
<input type="checkbox"/> Conditional Use fee (if necessary)	\$210.00
<input type="checkbox"/> Pre Occupancy inspection fee	\$100.00

Please make check payable to: Village of Sussex (fees are non refundable)

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional fees are required for building permits, review fees, or other items depending upon the nature of your request.

Contact Name for meetings: LYNETTE ROUT Phone # 414-737-5271

E-mail: SANDRUNLIMITEDCONSTRUCTION22@GMAIL.COM

For office use only:

Met with staff on: 10/19/22  
Paid fees on: 10/19/22  
To be on the Plan Commission Agenda for: Nov. 15, 2022  
Original forms to the following:  
Plan of Operation to Jeremy \_\_\_\_\_  
Service reimbursement \_\_\_\_\_  
Emergency Contact to Sheriff Dept \_\_\_\_\_  
Wastewater Permit to WWTP \_\_\_\_\_

Any outstanding fees owed on the property? \_\_\_\_\_



## PLAN OF OPERATION

To be used for a business with changes or new business in an existing building.

Is this request to be considered for a Conditional Use? \_\_\_\_\_ If yes, is this a new CU? \_\_\_\_\_

(Conditional Use Permits require a Public Hearing)

OR an amendment to a CU? \_\_\_\_\_

Tax Key # 88-4160771

Zoning: \_\_\_\_\_

Address of Tenant Space: N63W23583 Main St Suite G

### 1. Name of Business:

S & R Unlimited Construction LLC

#### Business

New Construction Post Cleaning/ Office cleaning Sussex, WI 53089 1(262) 399-1704

Address City, State, Zip Phone #  
N63W23583 Main St Suite G sandrunlimitedconstruction22@gmail.com

Fax # Email address

### 2. Business owner contact information:

Lynette Rout

#### Contact

N81W15131 Appleton Ave Menomonee Falls 53051 1(262) 399-1704

Address City, State, Zip Phone #  
mzmilwaukee@gmail.com

Fax # Email address

### 3. Building/Land owner contact information:

Rockfish Investments, LLC

#### Contact

John S. Rinaldi Pewaukee, WI 53072 414-460-6556

Address City, State, Zip Phone #  
N26W23315 Paul Road JRinaldi@rtautomation.com

Fax # Email address

4. Number of Employees/Shifts: 2 1  
Employees Shifts

### 5. Days of Operation:

Put an X in box that applies:

Hours  
Open for business

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
X	X	X	X	X		
8	8	8	8	8		

6. Is this an extension of an existing operation? no
7. On a separate sheet of paper explain your business use and/or the change to your business. Attach a list of all items to be sold, produced or stored on the premises.
8. Is a liquor license or any other special license to be obtained from the Village Board or State Licensing Agencies? no Do you need an Outdoor Establishment Permit? no  
If yes, explain: \_\_\_\_\_  
If yes, please obtain and complete permit application.
9. If your proposed operation will utilize a liquor license, what types of entertainment are you proposing? NA
10. Do you feel there will be any problems such as odor, smoke or noise resulting from this operation? no If yes, explain: \_\_\_\_\_
11. Dimension of area to be occupied 48x12x12 Total square footage 400sf  
If applicable list square footage according to 1<sup>st</sup> floor \_\_\_\_\_ 2<sup>nd</sup> floor \_\_\_\_\_

Please provide a copy of the site plan showing parking and layout of the building and if a multi tenant building, label the space which will be occupied by your business.

12. Parking:  
Total Number of Parking Spaces 20 Number of spaces needed per code 1  
Number of spaces allocated for employee parking 1  
Dimensions of parking lot \_\_\_\_\_ Is parking lot paved? yes

13. Signage: What type of signage are you proposing for your business?  
none

If applicable, complete a Sign Permit application and submit to the Building Inspection Dept. Please refer to Chapter 17.0800.

I have reviewed a copy of the Zoning Ordinance in the Village of Sussex and hereby agree to abide by the same, as well as any and all terms and conditions of any permit issued pursuant to this application.

I do swear to or affirm that all statements contained herein are true and correct to the best of our knowledge.

Lynette Rout  
Name  
CEO and Owner  
Title or Position

Oct 14, 2022  
Date

I am aware and approve of the business to be operating in the building owned by \_\_\_\_\_.

\_\_\_\_\_  
Name  
Title or Position

\_\_\_\_\_  
Date





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

**VILLAGE OF SUSSEX  
PROFESSIONAL SERVICES REIMBURSEMENT NOTICE**

Pursuant to the Village of Sussex Ordinance No. 3.11, the Village of Sussex Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Planner, or any other of the Village's professional staff results in a charge to the Village for that professional's time and services and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge that service for the fees incurred by the Village to the property owner incurring those fees even if the request is not approved. Also, be advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved. Imposition of any fees, costs or charges, however, is subjected to the property owner's appeal rights as described in said Village of Sussex Ordinances.

I, the undersigned, have been advised that, pursuant to said Village of Sussex Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village even if the request is not approved. In addition, I have been advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are my responsibility even if the request is not approved. By signing this document however, I am not waiving my appeal rights that are described in said Village of Sussex Ordinances.

**PLEASE PRINT LEGIBLY**

Name and Mailing Address of the Property Owner and /or Authorized Agent for Invoices:

John Rinaldi N26W23315 Paul Rd Pewaukee, WI 53072

---

S & R Unlimited Construction LLC

---

Business Name: S & R Unlimited Contruction LLC

Name of Owner and Address of the Property involved in the Request (if different from above):

Lynette Rout N63W23583 Main St Sussex, WI 53089

---

Lynette Rout

---

Tax Key No. of the Property involved in the Request: SUXV88-4160771

---

Signature of Property Owner and /or Authorized Agent

Oct 14, 2022

---

Date

---

Signature of Village Official Accepting Form

---

Date

*A copy of this completed form shall be provided to the Village Clerk for billing purposes.*



## WASTEWATER DISCHARGE PERMIT APPLICATION

Business Name: S & R Unlimited Contruction LLC

Address: New Contruction Post Cleaning/ Office cleaning

Owner/Operator: Lynette Rout

Standard Industrial Classification #: 7349

How many people do you employ? 2

What are your businesses hours of work? 8am to 6pm Monday-Friday

Who is responsible for water quality? ( List job titles)  
Rockfish

Time and Duration of Discharge: N/A

Average and Peak Wastewater Flow Rates(Include any daily, monthly or seasonal variations):  
I wont be usings water I will be working away from the office

Please describe the activities, facilities, and plant processes on the premises including all materials and types of materials which are or could be discharged:

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Please list each product your business produces. (Include type, amount and rate of production):  
I will only use a broom and mop ,vaccum cleaner and towels..

---

---

---

What are the constituents and characteristics of your wastewater?  
no water use at the office

---

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New construction: attach site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.

[Print Form](#)

[Clear Form](#)



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

Fire Station - *PHONE*  
262-246-5197  
Fire Station - *FAX*  
262-246-5196

Waukesha County Sheriff – Sussex Office

Emergency Contact Form to be completed with Plan of Operation form.

**Business Name:** S & R Unlimited Contruction LLC  
**Business Address:** N63W23583 Main St 53089  
**Business Phone #:** 262-399-1704  
**Business Email:** sandrulimitedconstruction22@gmail.com

**Business Emergency Contacts**

**Name and Phone #:** Lynette Rout  
**Name and Phone #:** 414-737-5271  
**Name and Phone #:** Lamonttre Ivy 414-531-4665  
**Building Owner Name:** John Rinadi  
**Building Owner Email:** jrinaldi@rtautomation.com

**Building Owner Emergency Contacts**

**Name and Phone #:** 414-460-6556  
**Name and Phone #:** \_\_\_\_\_

Knox Box (if applies) Have locks been changed and new key provided to Fire Department? Yes No



Project Name \_\_\_\_\_

Tax Key # \_\_\_\_\_

## VILLAGE OF SUSSEX PLAN OF OPERATION PROCEDURE LIST

Pre-application conference must be arranged with Gabe Gilbertson, Community Development Director. Please contact us at 262-246-5215 prior to submitting your application.

Complete the following: Plan of Operation, Service Reimbursement Agreement, Emergency Contact and Wastewater Discharge Permit.

Submit the completed forms and the required fee by the last business day of the month for consideration for the next Plan Commission Agenda. Please note that submitting by the deadline does not guarantee placement on the Plan Commission Agenda. Completed forms can be emailed to [ggilbertson@villagesussex.org](mailto:ggilbertson@villagesussex.org).

The following fees are required at the time of submittal:

_____ Plan of Operation fee	\$175.00
<input checked="" type="checkbox"/> Conditional Use fee (if necessary)	\$210.00
_____ Pre Occupancy inspection fee	\$100.00

Please make check payable to: Village of Sussex (fees are non refundable)

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional fees are required for building permits, review fees, or other items depending upon the nature of your request.

Contact Name for meetings: Jake Hirsbrunner Phone # 608-558-3842

E-mail: Approval@solenergysolar.com

For office use only:

Met with staff on: \_\_\_\_\_

Paid fees on: \_\_\_\_\_

To be on the Plan Commission Agenda for: \_\_\_\_\_

Original forms to the following:

Plan of Operation to Jeremy \_\_\_\_\_

Service reimbursement \_\_\_\_\_

Emergency Contact to Sheriff Dept \_\_\_\_\_

Wastewater Permit to WWTP \_\_\_\_\_

Any outstanding fees owed on the property? \_\_\_\_\_



## PLAN OF OPERATION

To be used for a business with changes or new business in an existing building.

Is this request to be considered for a Conditional Use? Yes If yes, is this a new CU? Yes

(Conditional Use Permits require a Public Hearing)

OR an amendment to a CU? \_\_\_\_\_

Tax Key # \_\_\_\_\_

Zoning: \_\_\_\_\_

Address of Tenant Space: \_\_\_\_\_

### 1. Name of Business:

N/A

Business

Address City, State, Zip Phone #

Fax # Email address

### 2. Business owner contact information:

N/A

Contact

Address City, State, Zip Phone #

Fax # Email address

### 3. Building/Land owner contact information:

Melissa Goedde

Contact

W232N6274 Waukesha Avenue,

Sussex, WI 53089

(414) 534-5536

Address City, State, Zip Phone #

Mschwartz414@gmail.com

Fax # Email address

4. Number of Employees/Shifts: N/a

Employees

Shifts

### 5. Days of Operation:

Put an X in box that applies:

Hours

Open for business

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

6. Is this an extension of an existing operation? \_\_\_\_\_
7. On a separate sheet of paper explain your business use and/or the change to your business. Attach a list of all items to be sold, produced or stored on the premises.
8. Is a liquor license or any other special license to be obtained from the Village Board or State Licensing Agencies? \_\_\_\_\_ Do you need an Outdoor Establishment Permit? \_\_\_\_\_  
If yes, explain: \_\_\_\_\_  
If yes, please obtain and complete permit application.
9. If your proposed operation will utilize a liquor license, what types of entertainment are you proposing? \_\_\_\_\_
10. Do you feel there will be any problems such as odor, smoke or noise resulting from this operation? \_\_\_\_\_ If yes, explain: \_\_\_\_\_
11. Dimension of area to be occupied \_\_\_\_\_ Total square footage \_\_\_\_\_  
If applicable list square footage according to 1<sup>st</sup> floor \_\_\_\_\_ 2<sup>nd</sup> floor \_\_\_\_\_

Please provide a copy of the site plan showing parking and layout of the building and if a multi tenant building, label the space which will be occupied by your business.

12. Parking:  
Total Number of Parking Spaces \_\_\_\_\_ Number of spaces needed per code \_\_\_\_\_  
Number of spaces allocated for employee parking \_\_\_\_\_  
Dimensions of parking lot \_\_\_\_\_ Is parking lot paved? \_\_\_\_\_

13. Signage: What type of signage are you proposing for your business?

\_\_\_\_\_  
If applicable, complete a Sign Permit application and submit to the Building Inspection Dept. Please refer to Chapter 17.0800.

I have reviewed a copy of the Zoning Ordinance in the Village of Sussex and hereby agree to abide by the same, as well as any and all terms and conditions of any permit issued pursuant to this application.

I do swear to or affirm that all statements contained herein are true and correct to the best of our knowledge.

\_\_\_\_\_  
Melissa Goedde  
Name  
Homeowner  
\_\_\_\_\_  
Title or Position

\_\_\_\_\_  
9-20-2022  
Date

I am aware and approve of the business to be operating in the building owned by \_\_\_\_\_.

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Title or Position

\_\_\_\_\_  
Date





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

**VILLAGE OF SUSSEX  
PROFESSIONAL SERVICES REIMBURSEMENT NOTICE**

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I, the undersigned, have been advised that, pursuant to said Village of Sussex Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village even if the request is not approved. In addition, I have been advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are my responsibility even if the request is not approved. By signing this document however, I am not waiving my appeal rights that are described in said Village of Sussex Ordinances.

**PLEASE PRINT LEGIBLY**

Name and Mailing Address of the Property Owner and /or Authorized Agent for Invoices:

**Melissa Goedde - W232N6274 Waukesha Avenue, Sussex WI, 53089**

---

Business Name: \_\_\_\_\_

Name of Owner and Address of the Property involved in the Request (if different from above):

---

Tax Key No. of the Property involved in the Request: SUXV\_\_\_\_\_

*Melissa Goedde*

\_\_\_\_\_  
Signature of Property Owner and /or Authorized Agent

**2022-09-20**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Village Official Accepting Form

\_\_\_\_\_  
Date

*A copy of this completed form shall be provided to the Village Clerk for billing purposes.*



## WASTEWATER DISCHARGE PERMIT APPLICATION

Business Name: N/A

Address: W232N6274 Waukesha Avenue, Sussex WI, 53089

Owner/Operator: \_\_\_\_\_

Standard Industrial Classification #: \_\_\_\_\_

How many people do you employ? \_\_\_\_\_

What are your businesses hours of work? \_\_\_\_\_

Who is responsible for water quality? ( List job titles)

\_\_\_\_\_  
\_\_\_\_\_

Time and Duration of Discharge: \_\_\_\_\_

Average and Peak Wastewater Flow Rates(Include any daily, monthly or seasonal variations):

\_\_\_\_\_

Please describe the activities, facilities, and plant processes on the premises including all materials and types of materials which are or could be discharged:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list each product your business produces. (Include type, amount and rate of production):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the constituents and characteristics of your wastewater?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New construction: attach site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.

[Print Form](#)

[Clear Form](#)





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

Fire Station - *PHONE*  
262-246-5197  
Fire Station - *FAX*  
262-246-5196

Waukesha County Sheriff – Sussex Office

Emergency Contact Form to be completed with Plan of Operation form.

**Business Name:** N/A  
**Business Address:** W232N6274 Waukesha Avenue, Sussex WI, 53089  
**Business Phone #:** (414) 534-5536  
**Business Email:** Mschwartz414@gmail.com

**Business Emergency Contacts**

**Name and Phone #:** Melissa Goedde - (414) 534-5536  
**Name and Phone #:** \_\_\_\_\_  
**Name and Phone #:** \_\_\_\_\_

**Building Owner Name:** \_\_\_\_\_

**Building Owner Email:** \_\_\_\_\_

**Building Owner Emergency Contacts**

**Name and Phone #:** \_\_\_\_\_  
**Name and Phone #:** \_\_\_\_\_

Knox Box (if applies) Have locks been changed and new key provided to Fire Department? Yes No

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE, SUSSEX, WI 53089  
6.00 kW (AC) AND 7.665 kW (DC) PHOTOVOLTAIC SYSTEM



COVER SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jdhirbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

9.21.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

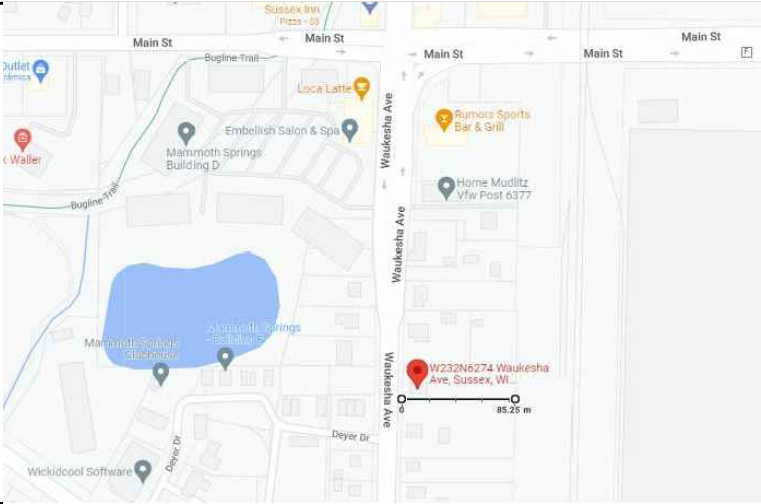
C-1

MODULE DIM: 67.59" X 41.14"  
MODULE WEIGHT: 43.87 lbs  
NUMBER OF STORIES: 01  
STRUCTURE TYPE: GROUND MOUNT

(1)STRING OF (11) Q.PEAK DUO BLK-G10+ 365W MODULES WTH (11) S440 POWER OPTIMIZERS  
(1)STRING OF (10) Q.PEAK DUO BLK-G10+ 365W MODULES WTH (10) S440 POWER OPTIMIZERS



VICINITY MAP



SCOPE OF WORK

THIS PROJECT CONSISTS OF THE INSTALLATION OF (21) PHOTOVOLTAIC MODULES WITH (21) POWER OPTIMIZERS AND (1) UTILITY INTERACTIVE INVERTER. PV MODULES WILL BE GROUND MOUNTED USING SUNMODO SUNTURF GROUND SCREW MOUNTING SYSTEM.

THE ATTACHMENT SYSTEM IS SPECIFICALLY DESIGNED TO WITHSTAND 100MPH WIND LOADS, 30PSF SNOW LOADS AND SEISMIC LOADS ON EXISTING ROOFTOPS. REFER TO CODE COMPLIANT INSTALLATION MANUAL FOR DETAILED INFORMATION AND WATER PROOFING SPECIFICATIONS.

SHEET INDEX

SHEET NO.	INDEX NO.	DESCRIPTION:
01	C-1	COVER SHEET
02	T-1	TITLE SHEET
03	M-1	PHOTOVOLTAIC EQUIPMENT PLAN
04	E-1	SINGLE LINE DIAGRAM
05	D-1	PHOTOVOLTAIC MODULE DATA SHEET
06	D-2	INVERTER DATA SHEET
07	D-3	POWER OPTIMIZER DATA SHEET
08	D-4	AC DISCONNECT DATA SHEET
9-15	D-5-D-11	ATTACHMENT DATA SHEET
16	D-12	METER DATASHEET
17	L-1	WARNING PLACARDS

PROJECT JURISDICTION

PREPARED FOR:  
CITY OF COUNTY: VILLAGE OF SUSSEX  
ADDRESS: N64W23760 MAIN STREET  
CITY, STATE, ZIP: SUSSEX, WI 53089  
PH: 262-246-5212

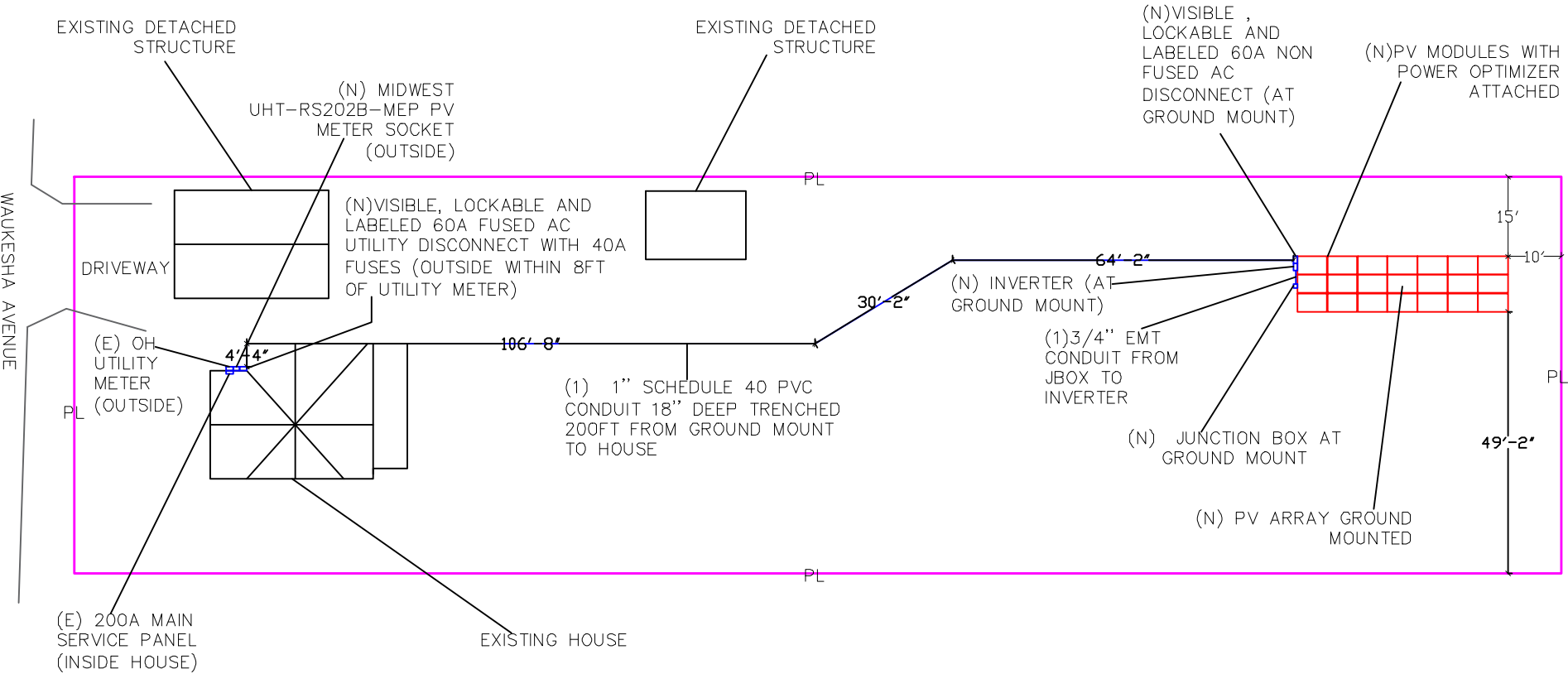
CODE COMPLIANCE

ALL WORK SHALL CONFORM TO ALL PERTINENT CODES, REGULATIONS, LAWS, AND ORDINANCES AS REQUIRED BY THE STATE OF WISCONSIN

2017 NATIONAL ELECTRICAL CODE  
2015 INTERNATIONAL BUILDING CODE  
2015 INTERNATIONAL EXISTIGN BUILDING CODE  
2015 INTERNATIONAL FUEL GAS CODE  
2015 INTERNATIONAL MECHANICAL CODE  
2015 INTERNATIONAL ENERGY CONSERVATION CODE-RESIDENTIAL  
2015 INTERNATIONAL ENERGY CONSERVATION CODE-COMMERCIAL

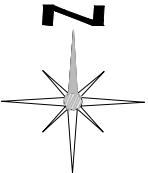
PV SYSTEM SPECIFICATIONS

HANWHA Q.PEAK DUO BLK-G10+ 365W	21	SOLAREGE INVERTER SE6000H-US (240V) S440 POWER OPTIMIZERS	1	SUNMODO SUNTURF GROUND SCREW MOUNTING SYSTEM	30°	180°	7.665 kW
MODULE	QTY.	INVERTER	QTY.	RACKING	TILT	AZIMUTH	DC POWER RATING (STC)



PHOTOVOLTAIC INSTALLATION PLAN

1 SCALE: 1"=30'



TITLE SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jdhirbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

9.21.22

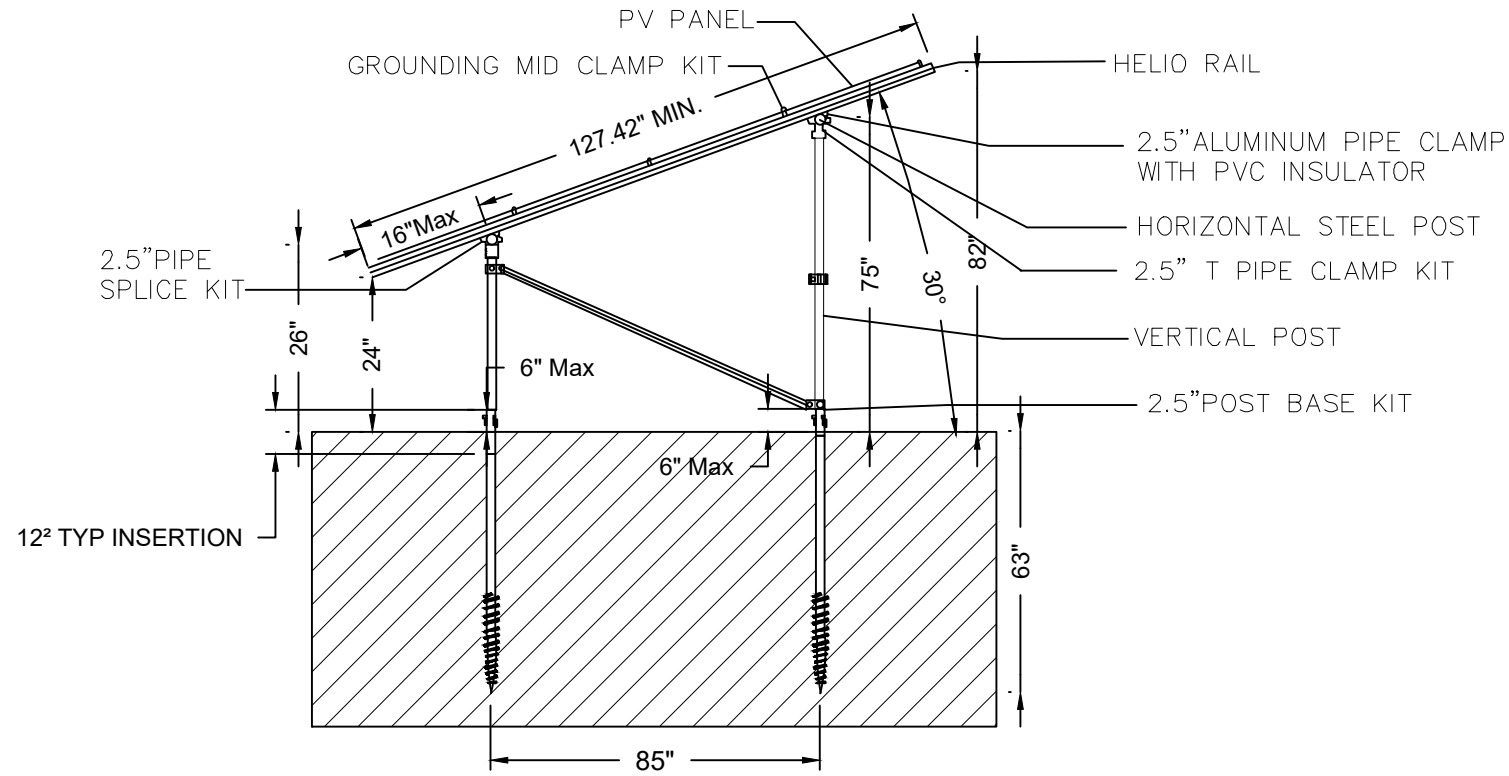
DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

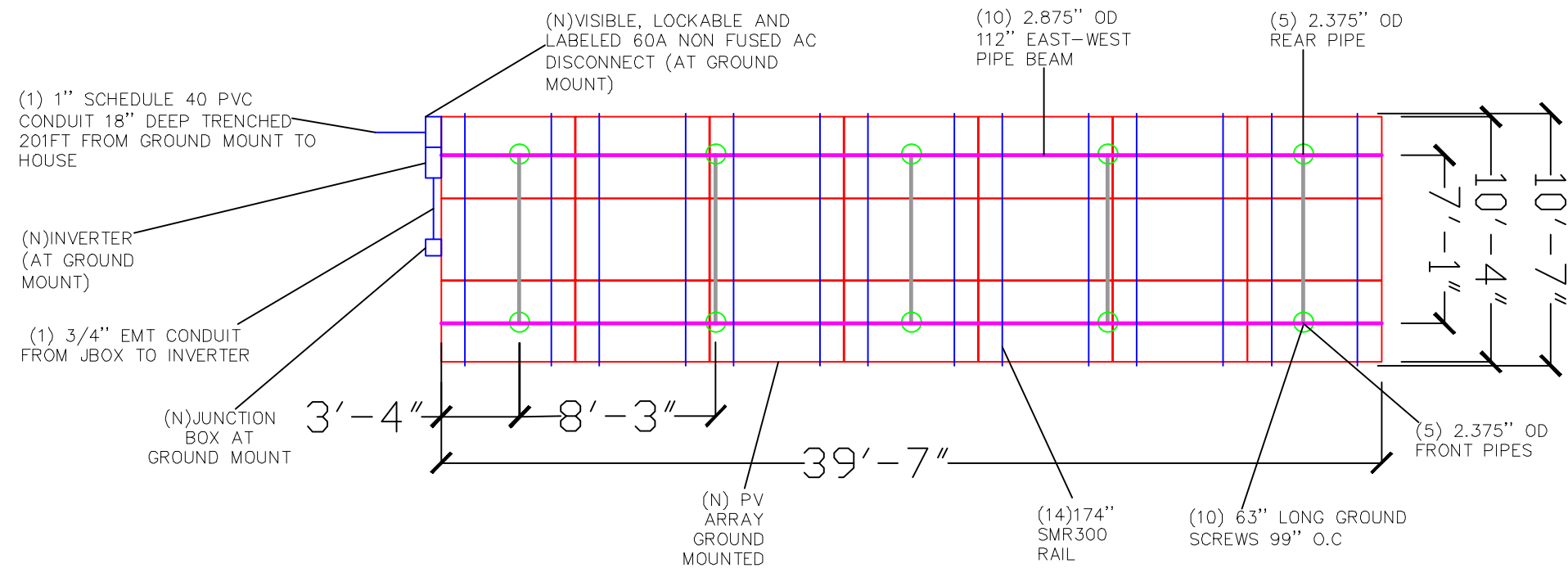
DWELLING: ---

T-1



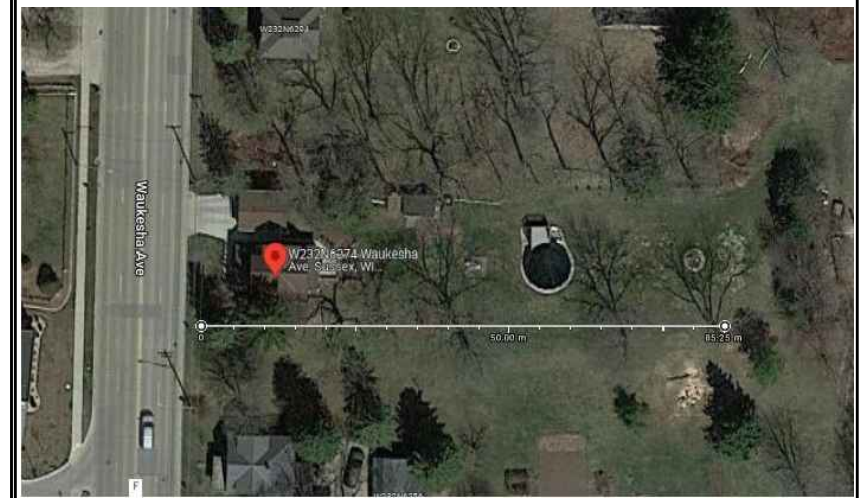
SECTION PLAN N.T.S.

**GROUND LOAD CALCULATION**  
GROUND: 21 PANELS  
PV AREA SINGLE MODULE: 19.31 SQ. FT.  
PV AREA TOTAL: 405.51 SQ. FT.  
PV PANEL WEIGHT = 43.87 lbs  
MOUNTING HARDWARE WEIGHT = 10 lbs/panel  
ENTIRE WEIGHT ON GROUND:  
(43.87 lbs, panels) x (21) +  
(1.5 lb power optimizers) x (21) +  
(10 lbs, structure) x (21) = 1,162.77 lbs  
[921.27 + 31.5 + 210]  
  
1,162.77 lbs / 405.51 sq.ft. = 2.86 lbs/sqft



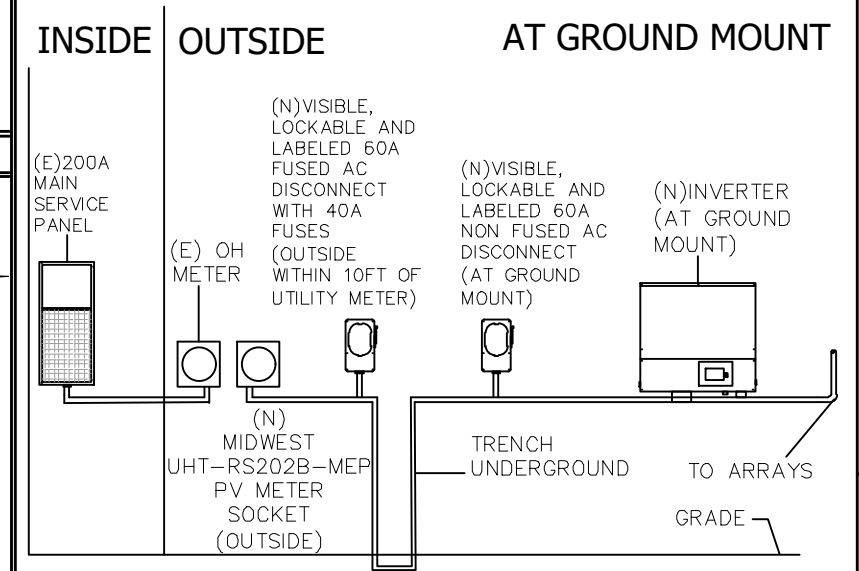
PV LAYOUT PLAN

1 SCALE: 1' = 3/19"



AERIAL VIEW

CLASS 1 - DIVISION 1 (N) JUNCTION BOX ON GROUND MOUNT  
METALLIC CONDUIT W/NO JOINTS



MAIN SERVICE ELEVATION

GENERAL NOTES:

1. CONDUIT RUNS ARE DIAGRAMMATIC, SUBJECT TO FIELD CONDITIONS AND INSTALLATION CONTRACTOR'S FINAL LOCATIONS THAT MEET NEC REQUIREMENTS.
2. ALL EQUIPMENT INSTALLED SHALL BE IN ACCORDANCE WITH ALL LOCAL BUILDING AND ELECTRICAL CODES.
3. THE INSTALLATION CONTRACTOR SHALL BE RESPONSIBLE FOR READING AND UNDERSTANDING THE SECTION OF THE INVERTERS OPERATION AND MAINTENANCE MANUAL THAT PERTAINS TO THE SAFETY AND PROPER INSTALLATION.
4. THE SYSTEM SHALL NOT BE INTERCONNECTED UNTIL APPROVAL FROM LOCAL JURISDICTION AND THE UTILITY IS OBTAINED.
5. ALL CONDUCTORS TO BE COPPER UNLESS SPECIFIED OTHERWISE.
6. THE SOLAR PHOTOVOLTAIC INSTALLATION WILL NOT OBSTRUCT ANY PLUMBING, MECHANICAL OR BUILDING ROOF VENTS.
7. LIQUID TIGHT FLEXIBLE CONDUIT SHALL BE SUNLIGHT RESISTANT.
8. THIS IS A UTILITY INTERACTIVE SYSTEM WITH NO STORAGE BATTERIES



PV EQUIPMENT PLAN

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jdhirbrunner@solenergysolar.com  
SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

9.21.22  
DRAWN BY: BPM  
APN: SUXV0245975  
LOT: 0.45 Acres  
DWELLING: ---

M-1



SINGLE LINE DIAGRAM: DC SYSTEM SIZE-7,665W AND AC SYSTEM SIZE-6,000W

INVERTER SPECIFICATIONS		MODULE SPECIFICATIONS	
MODEL	SOLAREEDGE HD-WAVE SE6000H-US	MODEL	HANWHA Q CELLS 365W Q.PEAK DUO BLK-G10+
MAX CONTINUOUS OUTPUT POWER	6,000W	MODULE POWER @ STC	365W
MAX OUTPUT CURRENT	25A	OPEN CIRCUIT VOLTAGE: VOC	41.24V
CEC WEIGHTED EFFICIENCY	99%	MAX POWER VOLTAGE: VMP	34.58V
MAX DC VOLTAGE	480V	SHORT CIRCUIT CURRENT: ISC	11.07A
MAX DC POWER	9,300W	MAX POWER CURRENT: IMP	10.56A

PV ARRAY WITH (21) TOTAL MODULES AND (21) POWER OPTIMIZERS

(1) STRING OF (11) Q.PEAK DUO BLK-G10+ 365W MODULES WITH (11) SE S440 POWER OPTIMIZERS

(1) STRING OF (10) Q.PEAK DUO BLK-G10+ 365W MODULES WITH (10) SE S440 POWER OPTIMIZERS

NOTE: AC DISCONNECT IS PLACED WITHIN 8FT OF THE UTILITY METER

CONDUIT SCHEDULE				
TAG ID	CONDUIT SIZE	CONDUCTOR	NEUTRAL	GROUND
1	NONE	(4) #10 AWG THHN/THWN-2	NONE	(2)#8 AWG BARE COPPER
2	(1) 3/4 " EMT	(4) #10 AWG THHN/THWN-2	NONE	(1)#8 AWG BARE COPPER
3	(1) 3/4 " EMT	(2) #8 AWG THHN/THWN-2	(1) #8 AWG	(1)#8 AWG BARE COPPER
4	(1) 1 " PVC	(2) #8 AWG THHN/THWN-2	(1) #8 AWG	(1)#8 AWG BARE COPPER
5	(1) 3/4 " EMT	(2) #6 AWG THHN/THWN-2	(1) #6 AWG	(1)#6 AWG BARE COPPER

NOTE:

MAIN PANEL RATING: 200A, MAIN BREAKER RATING: 200A

LINE SIDE TAP :100% ALLOWABLE BACKFEED IS = 200A

OCPD CALCULATIONS:

INVERTER OVERCURRENT PROTECTION= INVERTER O/P I X CONTINOUS LOAD (1.25)= 1.25 X 25A= 31.25A = PV BREAKER

TOTAL REQUIRED PV BREAKER SIZE/FUSE SIZE= 40A MIN

ELECTRICAL CALCULATIONS

AC WIRE SIZING CALCULATIONS BASED OF FOLLOWING EQUATIONS:

–REQUIRED CONDUCTORS AMPACITY: INVERTER OUTPUT CURRENT X #OF INVERTERS X MAX CURRENT PER 690.8(A)(3) X 125% PER 690.8(B)(2)(A)

–CORRECTED AMPACITY CALCULATIONS: AMPACITY X TEMPERATURE DERATE FACTOR X CONDUIT FILL DERATE= DERATED CONDUCTOR AMPACITY

–DERATED CONDUCTOR AMPACITY CHECK: MAX CURRENT PER 690.8(B)(2)(2)< DERATED CONDUCTOR AMPACITY.

AC WIRE CALCULATIONS: –MATERIAL: COPPER & TEMPERATURE RATING 90°C			
TAG ID	REQUIRED CONDUCTOR AMPACITY	CORRECTED AMPACITY CALCULATION	DERATED CONDUCTOR AMPACITY CHECK
3	25A X 1.25 = 31.25A	#8AWG = 55 X 0.87 X 1 = 47.85	31.25A LESS THAN 47.85A
4	25A X 1.25 = 31.25A	#6AWG = 75 X 0.87 X 1 = 65.25A	31.25A LESS THAN 65.25A

DC WIRE CALCULATIONS: –MATERIAL: COPPER & TEMPERATURE RATING 90°C			
TAG ID	REQUIRED CONDUCTOR AMPACITY	CORRECTED AMPACITY CALCULATION	DERATED CONDUCTOR AMPACITY CHECK
1,2	11.07 X 1.56= 17.26A	#10AWG = 40 X 0.87 X 1 = 34.8A	17.26A LESS THAN 34.8A

ELECTRICAL NOTES

1.CONDUCTORS EXPOSED TO SUNLIGHT SHALL BE LISTED AS SUNLIGHT RESISTANT PER NEC 310.10(D).

2.CONDUCTORS EXPOSED TO WET LOCATIONS SHALL BE SUITABLE FOR USE IN WET LOCATIONS PER NEC 310.10(C).

3.MAXIMUM DC/AC VOLTAGE DROP SHALL BE NO MORE THAN 2%.

4.ALL CONDUCTORS SHALL BE IN CONDUIT UNLESS OTHERWISE NOTED.

5.BREAKER/FUSE SIZES CONFORMS TO NEC 240.6 CODE SECTION.

6.AC GROUNDING ELECTRODE CONDUCTOR SIZED PER NEC 250.66.

7.AMBIENT TEMPERATURE CORRECTION FACTOR IS BASED ON NEC 690.31(C).

8.AMBIENT TEMPERATURE ADJUSTMENT FACTOR IS BASED ON NEC 310.15(B)(2).

9.MAX. SYSTEM VOLTAGE CORRECTION IS PER NEC 690.7.

10.CONDUCTORS ARE SIZED PER WIRE AMPACITY TABLE NEC 310.15(B)(16).

SOLENERGY

SINGLE LINE DIAGRAM

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
608.558.3842  
jdhrsbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT:0.45 Acres

DWELLING: ---

E-1

4



## Q.PEAK DUO BLK-G10+ 350-370

ENDURING HIGH  
PERFORMANCE



### BREAKING THE 20% EFFICIENCY BARRIER

Q.ANTUM DUO Z Technology with zero gap cell layout boosts module efficiency up to 20.9%.



### THE MOST THOROUGH TESTING PROGRAMME IN THE INDUSTRY

Q CELLS is the first solar module manufacturer to pass the most comprehensive quality programme in the industry. The new "Quality Controlled PV" of the independent certification institute TÜV Rheinland.



### INNOVATIVE ALL-WEATHER TECHNOLOGY

Optimal yields, whatever the weather with excellent low-light and temperature behaviour.



### ENDURING HIGH PERFORMANCE

Long-term yield security with Anti LID Technology, Anti PID Technology<sup>1</sup>, Hot-Spot Protect and Traceable Quality Tra.Q™.



### EXTREME WEATHER RATING

High-tech aluminium alloy frame, certified for high snow (5400 Pa) and wind loads (4000 Pa).



### A RELIABLE INVESTMENT

Inclusive 25-year product warranty and 25-year linear performance warranty<sup>2</sup>.

<sup>1</sup> APT test conditions according to IEC/TS 62804-1:2015, method A (-1500V, 96h)  
<sup>2</sup> See data sheet on rear for further information.

### THE IDEAL SOLUTION FOR:



Rooftop arrays on  
residential buildings

Engineered in Germany

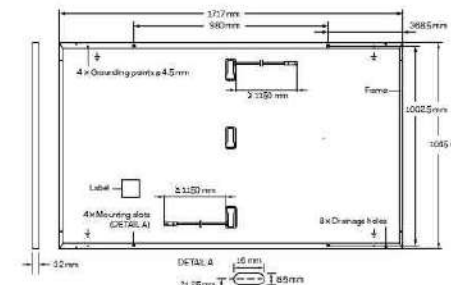
**Q CELLS**

Engineered in Germany

**Q CELLS**

### MECHANICAL SPECIFICATION

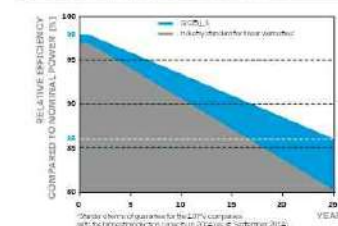
Format	1717 mm × 1045 mm × 32 mm (including frame)
Weight	19.9 kg
Front Cover	3.2 mm thermally pre-stressed glass with anti-reflection technology
Back Cover	Composite film
Frame	Black anodised aluminium
Cell	6 × 20 monocrystalline Q.ANTUM solar half cells
Junction box	53-101 mm × 32-60 mm × 15-18 mm Protection class IP67, with bypass diodes
Cable	4 mm <sup>2</sup> Solar cable (+) ≥ 1150 mm, (-) ≥ 1150 mm
Connector	Stäubli MC4, IP68



### ELECTRICAL CHARACTERISTICS

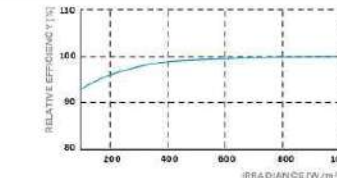
POWER CLASS			350	355	360	365	370
MINIMUM PERFORMANCE AT STANDARD TEST CONDITIONS, STC <sup>1</sup> (POWER TOLERANCE +5 W / -0 W)							
Minimum	Power at MPP <sup>2</sup>	P <sub>MPP</sub> [W]	350	355	360	365	370
	Short Circuit Current <sup>2</sup>	I <sub>SC</sub> [A]	10.97	11.00	11.04	11.07	11.10
	Open Circuit Voltage <sup>2</sup>	V <sub>OC</sub> [V]	41.11	41.14	41.18	41.21	41.24
	Current at MPP	I <sub>MPP</sub> [A]	10.37	10.43	10.49	10.55	10.62
	Voltage at MPP	V <sub>MPP</sub> [V]	33.76	34.03	34.31	34.58	34.84
	Efficiency <sup>2</sup>	η [%]	≥19.5	≥19.8	≥20.1	≥20.3	≥20.6
MINIMUM PERFORMANCE AT NORMAL OPERATING CONDITIONS, NMOT <sup>2</sup>							
Minimum	Power at MPP	P <sub>MPP</sub> [W]	262.6	266.3	270.1	273.8	277.6
	Short Circuit Current	I <sub>SC</sub> [A]	8.84	8.87	8.89	8.92	8.95
	Open Circuit Voltage	V <sub>OC</sub> [V]	38.77	38.80	38.83	38.86	38.90
	Current at MPP	I <sub>MPP</sub> [A]	8.14	8.20	8.26	8.31	8.37
	Voltage at MPP	V <sub>MPP</sub> [V]	32.24	32.48	32.71	32.94	33.17
	+Measurement tolerances P <sub>MPP</sub> ± 3%; I <sub>SC</sub> ± 5%; V <sub>OC</sub> ± 5% at STC; 1000 W/m <sup>2</sup> , 25 ± 2 °C, AM 1.5 according to IEC 60904-3 + 800 W/m <sup>2</sup> , NMOT, spectrum AM 1.5						

### Q CELLS PERFORMANCE WARRANTY



At least 98% of nominal power during first year. Thereafter max. 0.5% degradation per year. At least 93.5% of nominal power up to 10 years. At least 86% of nominal power up to 25 years.

All data within measurement tolerances. Full warranties in accordance with the warranty terms of the Q CELLS sales organisation of your respective country.



Typical module performance under low irradiance conditions in comparison to STC conditions (25 °C, 1000 W/m<sup>2</sup>).

### TEMPERATURE COEFFICIENTS

Temperature Coefficient of I <sub>SC</sub>	α	[%/K]	+0.04	Temperature Coefficient of V <sub>OC</sub>	β	[%/K]	-0.27
Temperature Coefficient of P <sub>MPP</sub>	γ	[%/K]	-0.34	Nominal Module Operating Temperature	NMOT	[°C]	43 ± 3

### PROPERTIES FOR SYSTEM DESIGN

Maximum System Voltage	V <sub>sys</sub> [V]	1000	PV module classification	Class II
Maximum Reverse Current	I <sub>r</sub> [A]	20	Fire Rating based on ANSI / UL 61730	C/TYPE 2
Max. Design Load, Push / Pull	[Pa]	3600 / 2660	Permitted Module Temperature on Continuous Duty	-40 °C - +85 °C
Max. Test Load, Push / Pull	[Pa]	5400 / 4000		

### QUALIFICATIONS AND CERTIFICATES

Quality Controlled PV - TÜV Rheinland  
IEC 61215:2016; IEC 61730:2016  
This data sheet complies  
with DIN EN 50380.  
QCPV Certification ongoing.



**Note:** Installation instructions must be followed. See the installation and operating manual or contact our technical service department for further information on approved installation and use of this product.

Hanwha Q CELLS GmbH

Sonnenallee 17-21, 06766 Bitterfeld-Wolfen, Germany | TEL +49 (0)3494 66 99-23444 | FAX +49 (0)3494 66 99-23000 | EMAIL sales@q-cells.com | WEB www.q-cells.com

Specifications subject to technical changes © Q CELLS Q.PEAK DUO BLK-G10+ 350-370 2021-08 Rev01\_EN



### MODULE DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
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MIDDLETON, WI 53562  
608.558.3842  
jdhirbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-1



# Single Phase Inverter with HD-Wave Technology

for North America

SE3000H-US / SE3800H-US / SE5000H-US / SE6000H-US /  
SE7600H-US / SE10000H-US / SE11400H-US



12-25  
YEAR  
WARRANTY

INVERTERS

## Optimized installation with HD-Wave technology

- Specifically designed to work with power optimizers
- Record-breaking efficiency
- Fixed voltage inverter for longer strings
- Integrated arc fault protection and rapid shutdown for NEC 2014 and 2017, per article 690.11 and 690.12
- UL1741 SA certified, for CPUC Rule 21 grid compliance
- Extremely small
- Built-in module-level monitoring
- Outdoor and indoor installation
- Optional: Revenue grade data, ANSI C12.20 Class 0.5 (0.5% accuracy)

solaredge.com

**solar**edge

## Single Phase Inverter with HD-Wave Technology for North America

SE3000H-US / SE3800H-US / SE5000H-US / SE6000H-US /  
SE7600H-US / SE10000H-US / SE11400H-US

SE3000H-USSE3800H-USSE5000H-USSE6000H-USSE7600H-USSE10000H-USSE11400H-US									
OUTPUT									
Rated AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400 @ 240V 10000 @ 208V	VA	
Maximum AC Power Output	3000	3800 @ 240V 3300 @ 208V	5000	6000 @ 240V 5000 @ 208V	7600	10000	11400 @ 240V 10000 @ 208V	VA	
AC Output Voltage Min.-Nom.-Max. (211 - 240 - 264)	✓	✓	✓	✓	✓	✓	✓	Vac	
AC Output Voltage Min.-Nom.-Max. (183 - 208 - 229)	-	✓	-	✓	-	-	✓	Vac	
AC Frequency (Nominal)	59.3 - 60 - 60.5 <sup>1)</sup>							Hz	
Maximum Continuous Output Current @240V	12.5	16	21	25	32	42	47.5	A	
Maximum Continuous Output Current @208V	-	16	-	24	-	-	48.5	A	
GFDI Threshold	1							A	
Utility Monitoring, Islanding Protection, Country Configurable Thresholds	Yes								
INPUT									
Maximum DC Power @240V	4650	5900	7750	9300	11800	15500	17650	W	
Maximum DC Power @208V	-	5100	-	7750	-	-	15500	W	
Transformer-less, Ungrounded	Yes								
Maximum Input Voltage	480							Vdc	
Nominal DC Input Voltage	380				400				Vdc
Maximum Input Current @240V <sup>2)</sup>	8.5	10.5	13.5	16.5	20	27	30.5	Adc	
Maximum Input Current @208V <sup>2)</sup>	-	9	-	13.5	-	-	27	Adc	
Max. Input Short Circuit Current	45							Adc	
Reverse-Polarity Protection	Yes								
Ground-Fault Isolation Detection	600k $\Omega$ Sensitivity								
Maximum Inverter Efficiency	99	99.2						%	
CEC Weighted Efficiency	99						99 @ 240V 98.5 @ 208V	%	
Nighttime Power Consumption	< 2.5							W	
ADDITIONAL FEATURES									
Supported Communication Interfaces	RS485, Ethernet, ZigBee (optional), Cellular (optional)								
Revenue Grade Data, ANSI C12.20	Optional <sup>3)</sup>								
Rapid Shutdown - NEC 2014 and 2017 690.12	Automatic Rapid Shutdown upon AC Grid Disconnect								
STANDARD COMPLIANCE									
Safety	UL1741, UL1741 SA, UL1699B, CSA C22.2, Canadian AFCI according to T.I.L. M-07								
Grid Connection Standards	IEEE1547, Rule 21, Rule 14 (H)								
Emissions	FCC Part 15 Class B								
INSTALLATION SPECIFICATIONS									
AC Output Conduit Size / AWG Range	1" Maximum / 14-6 AWG				1" Maximum /14-4 AWG				
DC Input Conduit Size / # of Strings / AWG Range	1" Maximum / 1-2 strings / 14-6 AWG				1" Maximum / 1-3 strings / 14-6 AWG				
Dimensions with Safety Switch (HxWxD)	17.7 x 14.6 x 6.8 / 450 x 370 x 174				21.3 x 14.6 x 7.3 / 540 x 370 x 185				in / mm
Weight with Safety Switch	22 / 10	25.1 / 11.4	26.2 / 11.9		38.8 / 17.6			lb / kg	
Noise	< 25				<50				dBA
Cooling	Natural Convection								
Operating Temperature Range	-13 to +140 / -25 to +60 <sup>4)</sup> (-40°F / -40°C option) <sup>5)</sup>							°F / °C	
Protection Rating	NEMA 4X (Inverter with Safety Switch)								

<sup>1)</sup> For other regional settings please contact SolarEdge support

<sup>2)</sup> A higher current source may be used; the inverter will limit its input current to the values stated

<sup>3)</sup> Revenue grade inverter P/N: SExxxxH-US000NNC2

<sup>4)</sup> For power de-rating information refer to: <https://www.solaredge.com/sites/default/files/se-temperature-derating-note-na.pdf>

<sup>5)</sup> -40 version P/N: SExxxxH-US000NNU4

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RoHS



### INVERTER DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
608.558.3842  
jdhrsbrunner@solaredge.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-2

# Power Optimizer For Residential Installations

S440, S500



POWER OPTIMIZER

## Enabling PV power optimization at the module level

- Specifically designed to work with SolarEdge residential inverters
- Mitigates all types of module mismatch loss, from manufacturing tolerance to partial shading
- Detects abnormal PV connector behavior, preventing potential safety issues\*
- Faster installations with simplified cable management and easy assembly using a single bolt
- Module-level voltage shutdown for installer and firefighter safety
- Flexible system design for maximum space utilization
- Superior efficiency (99.5%)
- Compatible with bifacial PV modules

\* Functionality subject to inverter model and firmware version

[solaredge.com](https://solaredge.com)

**solar**edge

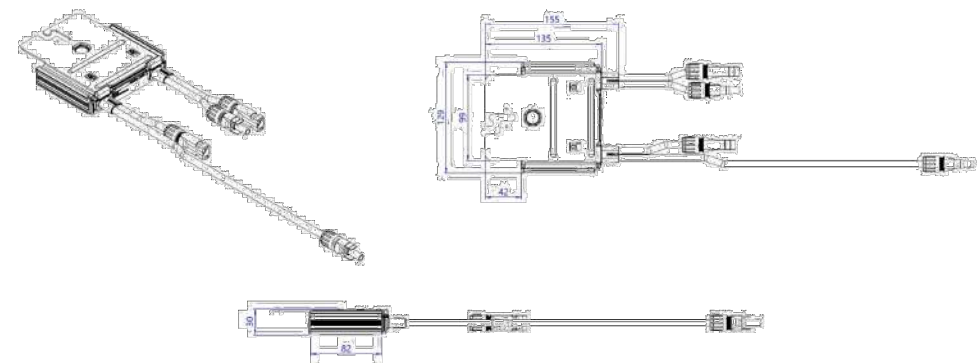
## Power Optimizer For Residential Installations S440, S500

	S440	S500	UNIT
Rated Input DC Power <sup>(1)</sup>	440	500	W
Absolute Maximum Input Voltage (Voc)	60		Vdc
MPPT Operating Range	8 - 60		Vdc
Maximum Short Circuit Current (Isc) of Connected PV Module	14.5	15	Adc
Maximum Efficiency	99.5		%
Weighted Efficiency	98.6		%
Overvoltage Category	II		
OUTPUT DURING OPERATION			
Maximum Output Current	15		Adc
Maximum Output Voltage	60		Vdc
OUTPUT DURING STANDBY (POWER OPTIMIZER DISCONNECTED FROM INVERTER OR INVERTER OFF)			
Safety Output Voltage per Power Optimizer	1		Vdc
STANDARD COMPLIANCE			
EMC	FCC Part 15 Class B, IEC61000-6-2, IEC61000-6-3, CISPR11, EN-55011		
Safety	IEC62109-1 (class II safety), UL1741		
Material	UL94 V-0, UV Resistant		
RoHS	Yes		
Fire Safety	VDE-AR-E 2100-712:2013-05		
INSTALLATION SPECIFICATIONS			
Maximum Allowed System Voltage	1000		Vdc
Dimensions (W x L x H)	129 x 155 x 30		mm
Weight (including cables)	655 / 1.5		gr / lb
Input Connector	MC4 <sup>(2)</sup>		
Input Wire Length	0.1		m
Output Connector	MC4		
Output Wire Length	(+) 2.3, (-) 0.10		m
Operating Temperature Range <sup>(3)</sup>	-40 to +85		°C
Protection Rating	IP68 / NEMA6P		
Relative Humidity	0 - 100		%

(1) Rated power of the module at STC will not exceed the Power Optimizer Rated Input DC Power. Modules with up to +5% power tolerance are allowed  
(2) For other connector types please contact SolarEdge  
(3) For ambient temperature above +70°C / +158°F power de-rating is applied. Refer to Power Optimizers Temperature De-Rating Technical Note for more details

PV System Design Using a SolarEdge Inverter		Single Phase HD-Wave	Three Phase	Three Phase for 277/480V Grid	
Minimum String Length (Power Optimizers)	S440, S500	8	16	18	
Maximum String Length (Power Optimizers)		25	50		
Maximum Nominal Power per String <sup>(4)</sup>		5700	11250 <sup>(5)</sup>	12750 <sup>(6)</sup>	W
Parallel Strings of Different Lengths or Orientations		Yes			

(4) If the inverters rated AC power ≤ maximum nominal power per string, then the maximum power per string will be able to reach up to the inverters maximum input DC power Refer to: <https://www.solaredge.com/sites/default/files/se-power-optimizer-single-string-design-application-note.pdf>  
(5) For the 230/400V grid: It is allowed to install up to 13,500W per string when the maximum power difference between each string is 2,000W  
(6) For the 277/480V grid: It is allowed to install up to 15,000W per string when the maximum power difference between each string is 2,000W  
(7) It is not allowed to mix S-series and P-series Power Optimizers in new installations



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CE RoHS



### OPTIMIZER DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
608.558.3842  
jdhrsbrunner@solenergy.solar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-3



## General Duty Non-Fusible Safety Switch

DG222URB

UPC:782113144238

**Dimensions:**

- **Height:** 7.5 IN
- **Length:** 6.41 IN
- **Width:** 8.4 IN

**Weight:**9 LB

**Notes:**WARNING! Switch is not approved for service entrance unless a neutral kit is installed.

**Warranties:**

- Eaton Selling Policy 25-000, one (1) year from the date of installation of the Product or eighteen (18) months from the date of shipment of the Product, whichever occurs first.

**Specifications:**

- **Type:** General Duty/Non-Fusible
- **Amperage Rating:** 60A
- **Enclosure:** NEMA 3R
- **Enclosure Material:** Painted galvanized steel
- **Fuse Configuration:** Non-fusible
- **Number Of Poles:** Two-pole
- **Number Of Wires:** Two-wire
- **Product Category:** General Duty Safety Switch
- **Voltage Rating:** 240V

**Supporting documents:**

- [Eatons Volume 2-Commercial Distribution](#)
- [Drawing Dataset](#)
- [Eaton Specification Sheet - DG222URB](#)

**Certifications:**

- UL Listed

**Product compliance:** No Data



## Eaton general duty cartridge fuse safety switch

DG222NRB

UPC:782113144221

**Dimensions:**

- **Height:** 14.37 IN
- **Length:** 7.35 IN
- **Width:** 8.4 IN

**Weight:**10 LB

**Notes:**Maximum hp ratings apply only when dual element fuses are used. 3-Phase hp rating shown is a grounded B phase rating, UL listed.

**Warranties:**

- Eaton Selling Policy 25-000, one (1) year from the date of installation of the Product or eighteen (18) months from the date of shipment of the Product, whichever occurs first.

**Specifications:**

- **Type:** General duty, cartridge fused
- **Amperage Rating:** 60A
- **Enclosure:** NEMA 3R
- **Enclosure Material:** Painted galvanized steel
- **Fuse Class Provision:** Class H fuses
- **Fuse Configuration:** Fusible with neutral
- **Number Of Poles:** Two-pole
- **Number Of Wires:** Three-wire
- **Product Category:** General duty safety switch
- **Voltage Rating:** 240V

**Supporting documents:**

- [Eatons Volume 2-Commercial Distribution](#)
- [Eaton Specification Sheet - DG222NRB](#)

**Certifications:**

- UL Listed

**Product compliance:** No Data



### AC DISCONNECT DATA SHEET

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SUSSEX, WI 53089  
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SOLENERGY  
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jdhrsbrunner@solenergy.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

**D-4**





# GO BIG ON TURF

SunTurf™ Ground Mount System



SunModo offers the next generation Ground Mount System with SunTurf™. The streamlined design combines the strength of Helio Rails with steel pipes to create the perfect ground mount solution.

SurTurf™ is ideal for solar installers looking for a durable and cost-effective system that can accommodate a wide variety of soil conditions.

## The SunTurf™ Ground Mount Advantage

- ✓ Easily scalable from kilowatts to multimegawatts PV Arrays.
- ✓ Foundation design solution for every soil condition.
- ✓ Online configuration tool available to streamline design process.
- ✓ Components optimized for strength, durability and fast installation.
- ✓ UL 2703 Listed by Intertek.

## Key Features of SunTurf™ Ground Mount System



SunTurf™ Ground Mount System easily integrate Helio Rails with Schedule 40 steel pipes. No drilling is required to attach the aluminum rails to the horizontal pipe. Optional bracing can provide additional structural rigidity for sites with high snow or wind load conditions. Anchor any ground mount installation using one of our fountain types including helical piles, precast ballasts and concrete piers.



## Augers and Ground Screws

Our augers are suitable for use in weak to moderate strength soils and areas with a high-water table. Our ground screws are ideal for use in hard packed earth or soils with large amounts of cobbles and gravel.



Ground Screw



Earth Auger

### Technical Data

Application	Ground Mount
Material	High grade aluminum, galvanized steel and 304 stainless steel hardware
Module Orientation	Portrait and Landscape
Tilt Angle	Range between 10 to 50 degrees
Foundation Types	Post in concrete, helical earth auger, ground screw anchor and ballast
Structural Integrity	Stamped engineering letters available
Certificate	UL2703 listed by ETL
Warranty	25 years

SunModo, Corp. Vancouver, WA., USA • [www.sunmodo.com](http://www.sunmodo.com) • 360.844.0048 • [info@sunmodo.com](mailto:info@sunmodo.com)

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### GROUND MOUNT SYSTEM DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
[jdhirsbrunner@solenergysolar.com](mailto:jdhirsbrunner@solenergysolar.com)

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8.23.22

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LOT: 0.45 Acres

DWELLING: ---

D-5



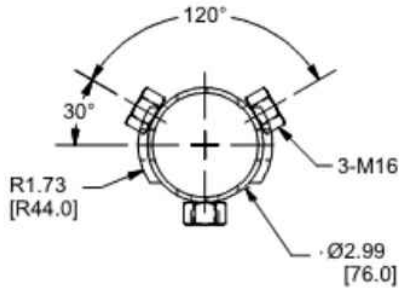


BASIC INFORMATION

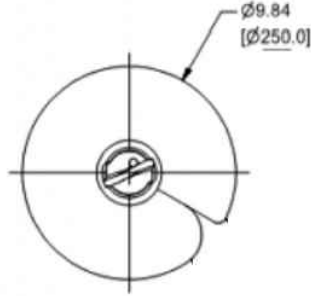
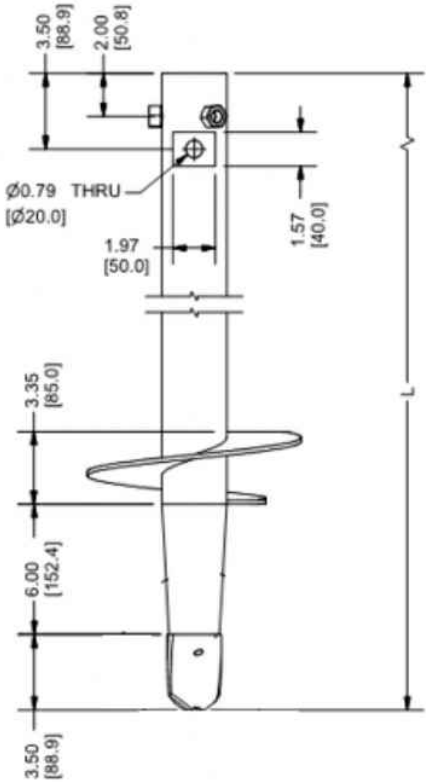
Part Number	A21146-XXX
Description	10" Helix Blade Auger
Lengths (-063   -080)	63 inches   80 inches
Auger Outside Diameter	76mm
Attachment Hardware	3X M16 Set Screws
Material	#45 Structural Carbon Steel
Finish	Hot Dip Galvanized
Approximate Weight	8,2 kg   10,5 kg

BASIC INFORMATION

Part Number	A21147-XXX
Description	Screw Anchor
Lengths (-063   -080)	63 inches   80 inches
Auger Outside Diameter	76mm
Attachment Hardware	3X M16 Set Screws
Material	#45 Structural Carbon Steel
Finish	Hot Dip Galvanized
Approximate Weight	8,2 kg   10,5 kg

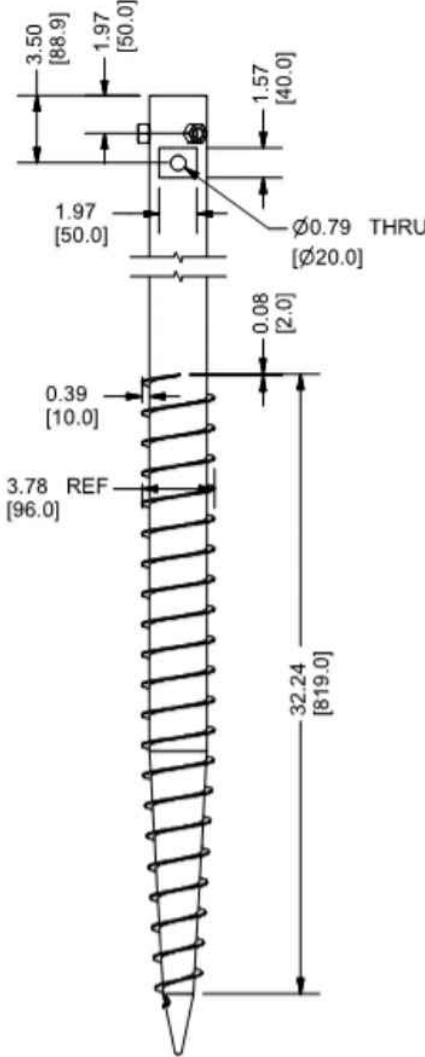


TYPICAL DETAIL



A21146-XXX

SunModo Corp | 14800 NE 65<sup>th</sup> Street | Vancouver, WA 98682 | 360-844-0048  
Document Number D10162-V001 | ©2018 – SunModo Corp.



A21147-XXX

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GROUND MOUNT SYSTEM DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

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PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jdhrsbrunner@solenergysolar.com

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APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-6

Melissa Goedde

55E0FB  
Ground Mount - SunTurf System



Project Details			
Project Name	Melissa Goedde	Zip Code:	53089
ASCE	7-16	City, State	Sussex, WI
Total Waits	8 kW	Date	08/22/22
Total Modules	21		
Module Model	Hanwha Q CELLS, Q.PEAK DUO-G10+ 365		
Module Dimensions	Height: 1,716.8 mm, Width: 1,045.0 mm, Depth: 32.0 mm (67.59" x 41.14" x 1.26")		

Load Assumptions	Structure & Foundation
Wind Speed	100 mph
Wind Expsoure	B
Ground Snow Load	30 psf
	Span Selection
	Automatic: 120"
	Front Edge Height
	24"
	Foundation Type
	Ground Screw
	Length of Screw
	63"
	Tilt
	30°

Sub Array #1 Details			
Orientation	Landscape	Rail Type	SMR300 Rail, 174"
Layout	3 rows by 7 cols	N/S Span (in)	85
Front Posts	5	E/W Max Span (in)	120
Back Posts	5	Area	473" (EW) x 123" (NS)

Bill of Materials		
Part	Spares	Total Qty
K10423-063 Ground Screw, 63"		10
A21165-060 HSS 2.375" OD Front Pipe		5
A21165-120 HSS 2.375" OD Rear Pipe		5
A21168-112 2.875" OD E/W Pipe Beam, 112"		10
A50164-066 HSS E/W Tube Brace		2
A50164-092 HSS N/S Tube Brace		5
A20444-174-ML SMR300 Rail, 174"		14
K10343-005 2.5" Pipe U-Clamp Kit		28
K10341-002 2.5" Pipe T-Cap Kit		10
K10219-001 2" Pipe Clamp Kit		12
K10222-001 2.5" Pipe Clamp Kit		2
K10342-001 2.5" Pipe Splice Kit		8
K10417-003 Mid Clamp, SMR Pop-on		28
K10418-003 End Clamp, SMR Pop-On		28
K10469-001 SMR Grounding Lug		1
A20445-001 Rail End Cap, SMR300		28

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1 of 7

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2 of 7



GROUND MOUNT SYSTEM DATA SHEET

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W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jhirsbrunner@solenergy.com

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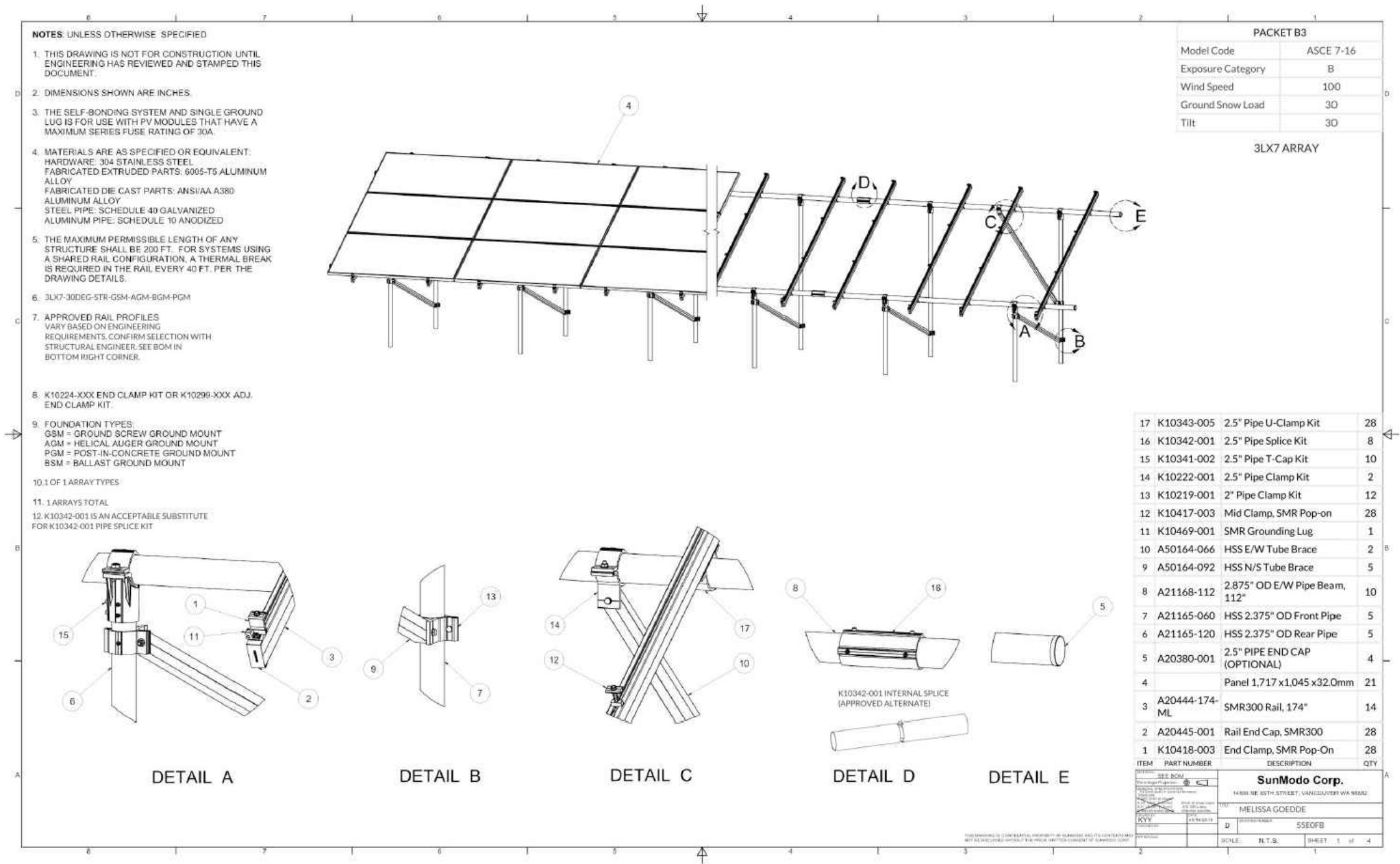
LOT: 0.45 Acres

DWELLING: ---

D-7

Sub Array #1 Layout

3 of 7



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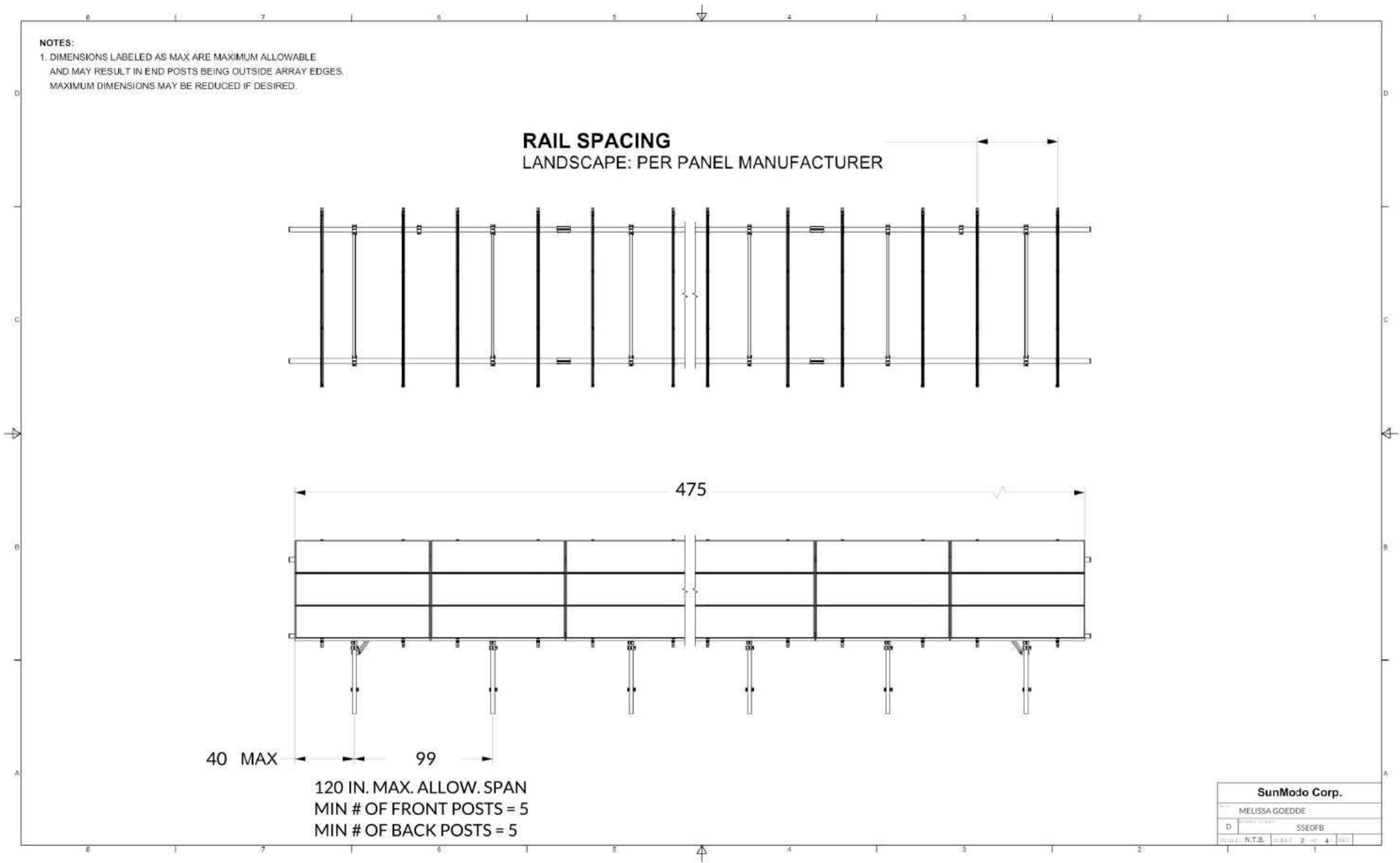
LOT: 0.45 Acres

DWELLING: ---

D-8



Sub Array #1 Spans



4 of 7

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SUSSEX, WI 53089  
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SOLENERGY  
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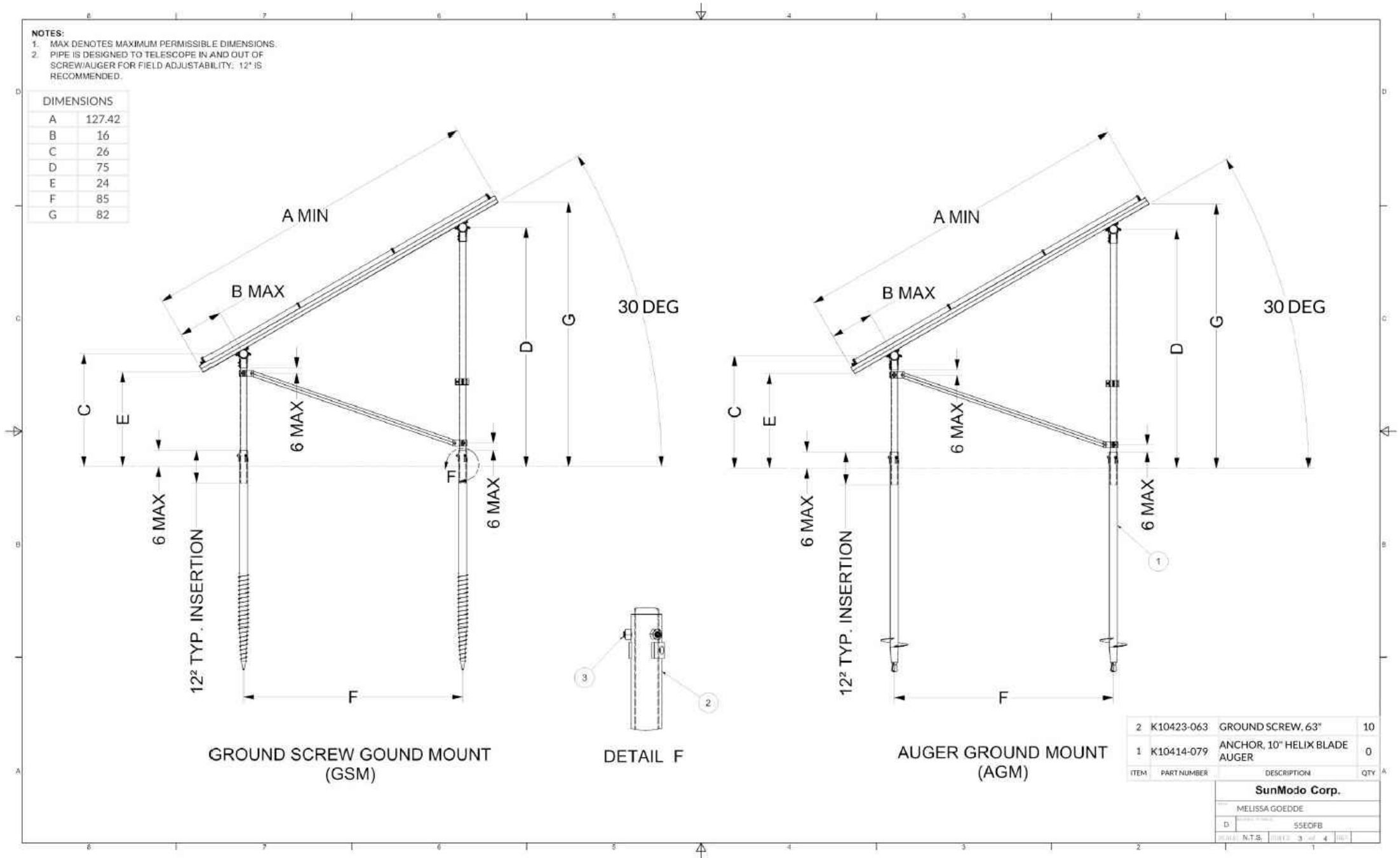
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APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-9



5 of 7

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GROUND MOUNT SYSTEM DATA SHEET

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W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
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jhirsbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

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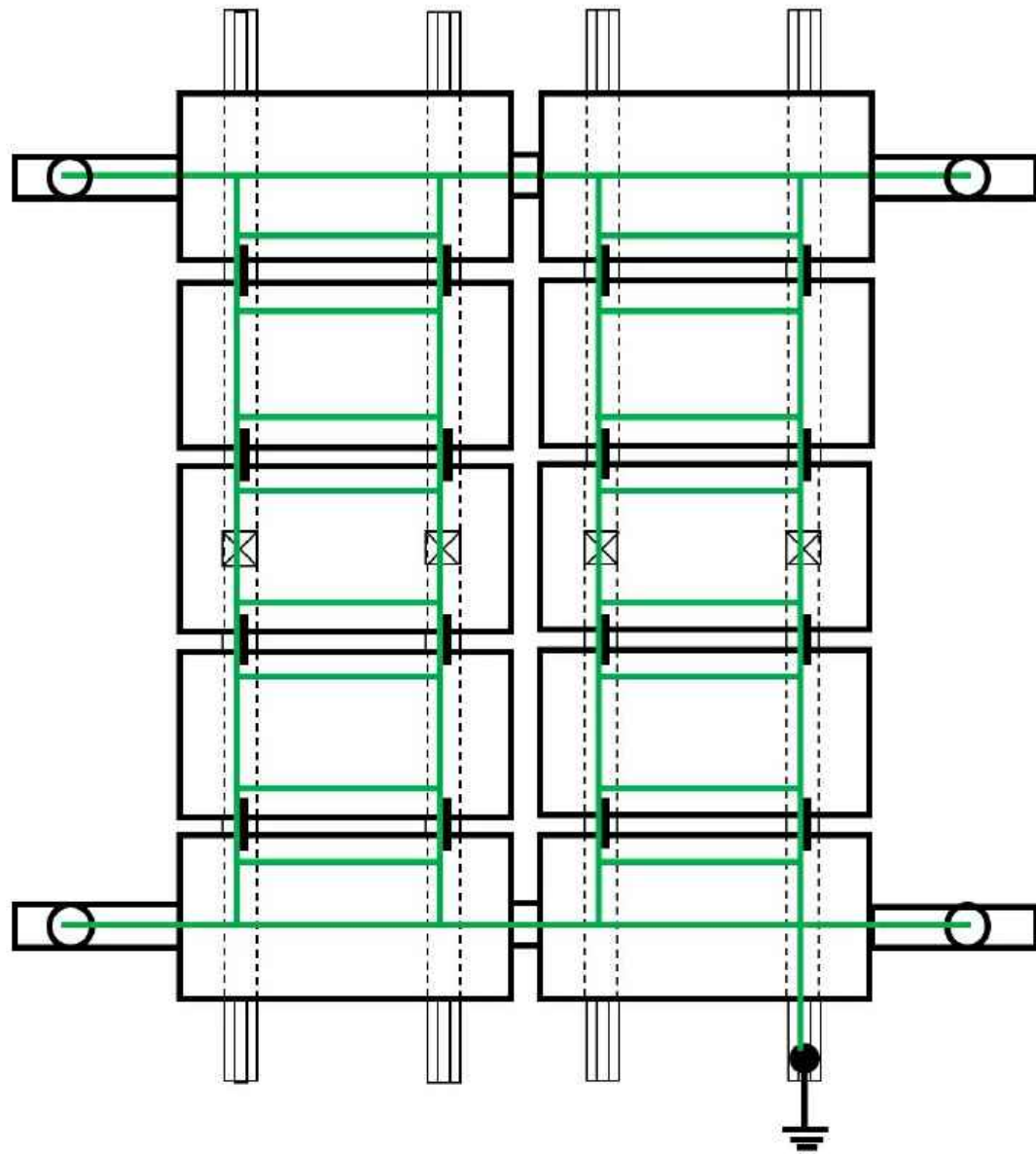
DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-10



- Pipe Connection
- Mid Clamp
- Rail
- Rail Splice
- Ground Lug
- Pipe
- Fault Current Path
- Solar Panel

Note: All SunTurf metal structural components (Horizontal and Vertical Pipe, Pipe Splices, Post Caps, Pipe Clamps, Braces, Rail and Rail Splices) are electrically bonded together by design during the assembly of the racking.

Disclaimer:  
The information from this configurator is not to be used for construction unless reviewed and approved by a design professional recognized by the project's authority having jurisdiction (AHJ)

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7 of 7



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GROUND MOUNT SYSTEM DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jhirsbrunner@solenergy.solar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-11

15





Catalog No. UHTRS202BMEP

Description: RESIDENTIAL 200 AMP OH

UPC No 784567721751

Home > Single Socket Metering > Single Socket Metering

METER SKT - (1) 200A,600V 1P3W N3R G90 4-TERM SMALL HUB OPNG HORN BYP TRIPLEX GRD TOP/BOTTOM FEED

Descriptors	
Category	Single Socket Metering
Specifications	
Phase	1
Voltage	600
Amps	200
Hub Type	Small Hub Opening
# of Terminals	4
Lever Bypass	No
Horned Bypass	Yes
Socket Type	Ringless
Enclosure Type	N3R
Metal Type	G90 Steel
Overhead/ Underground Line Feed	Top/Bottom
Wire Range (Cu/Al)	#8-250MCM
Triplex Ground	Yes



PV METER SOCKET DATA SHEET

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
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8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

D-12

JUNCTION BOX & CONDUIT RACEWAYS

NEC 690.31(E)(3) – CONDUIT / ALL JUNCTION BOXES

**WARNING:**  
PHOTOVOLTAIC POWER SOURCE

NEC 690.35(F) – UNDERGROUND SYSTEM JUNCTION BOXES

**WARNING:**  
ELECTRIC SHOCK HAZARD  
THE DC CONDUCTORS OF THIS  
PHOTOVOLTAIC SYSTEM ARE  
UNDERGROUND AND MAY BE  
ENERGIZED.

DC DISCONNECTS

NEC 690.14(4) GROUNDED SYSTEMS

**WARNING:**  
ELECTRIC SHOCK HAZARD  
DO NOT TOUCH TERMINALS.  
TERMINALS ON BOTH LINE AND  
LOAD SIDES MAY BE  
ENERGIZED IN THE OPEN  
POSITION.

NEC 690.35(F) UNGROUNDED SYSTEMS

**WARNING:**  
ELECTRIC SHOCK HAZARD  
THE DC CONDUCTORS OF THIS  
PHOTOVOLTAIC SYSTEM ARE  
UNDERGROUND AND MAY BE  
ENERGIZED.

NEC 690.14(C)(2)

**PHOTOVOLTAIC  
DC DISCONNECT**

NEC 690.53

"GRID-TIED PHOTOVOLTAIC POWER SOURCE"  
OPERATING CURRENT: 25A  
OPERATING VOLTAGE: 380V  
MAXIMUM SYSTEM VOLTAGE: 480V  
MAXIMUM SYSTEM CURRENT: 31.25A  
MAXIMUM INVERTER OUTPUT: 6,000W, 31.25A, 240VAC

INVERTER

NEC 690.5(C) – GROUNDED SYSTEMS

**WARNING:**  
ELECTRIC SHOCK HAZARD  
IF A GROUND FAULT IS  
INDICATED, NORMALLY  
GROUNDED CONDUCTORS MAY  
BE UNDERGROUND AND  
ENERGIZED

NEC 690.35(F) – UNGROUNDED SYSTEMS

**WARNING:**  
ELECTRIC SHOCK HAZARD  
DC CONDUCTORS OF THIS  
PHOTOVOLTAIC SYSTEM ARE  
UNDERGROUND AND MAY BE  
ENERGIZED

PRODUCTION METER

ONLY AT METER LOCATION

**PHOTOVOLTAIC  
SYSTEM METER**

AC DISCONNECTS

NEC 690.14(C)(2)

**PHOTOVOLTAIC  
AC DISCONNECT**

NEC 690.54

NOMINAL AC VOLTAGE 240V  
RATED AC OUTPUT CURRENT 25A

NEC 705.12(D)(4) – ON A LINE SIDE TAP

**WARNING:** DUAL POWER SOURCE  
SECOND SOURCE IS PV SYSTEM

PER CODE NEC 690.56(C)

**PHOTOVOLTAIC SYSTEM  
EQUIPPED WITH RAPID  
SHUTDOWN**

MAIN SERVICE PANEL

NEC 705.12(D)(7) – NEAR PV BREAKER

**WARNING:**  
INVERTER OUTPUT CONNECTION  
DO NOT RELOCATE THIS  
OVERCURRENT PROTECTION  
DEVICE

NEC 705.12(D)(4), 690.56(B) – ON PANEL COVER

**WARNING:** DUAL POWER SOURCE  
POWER IS BEING SUPPLIED TO  
THIS PANEL FROM THE UTILITY  
AND A SOLAR PV SYSTEM.  
THE SOLAR PV DISCONNECT IS  
LOCATED:

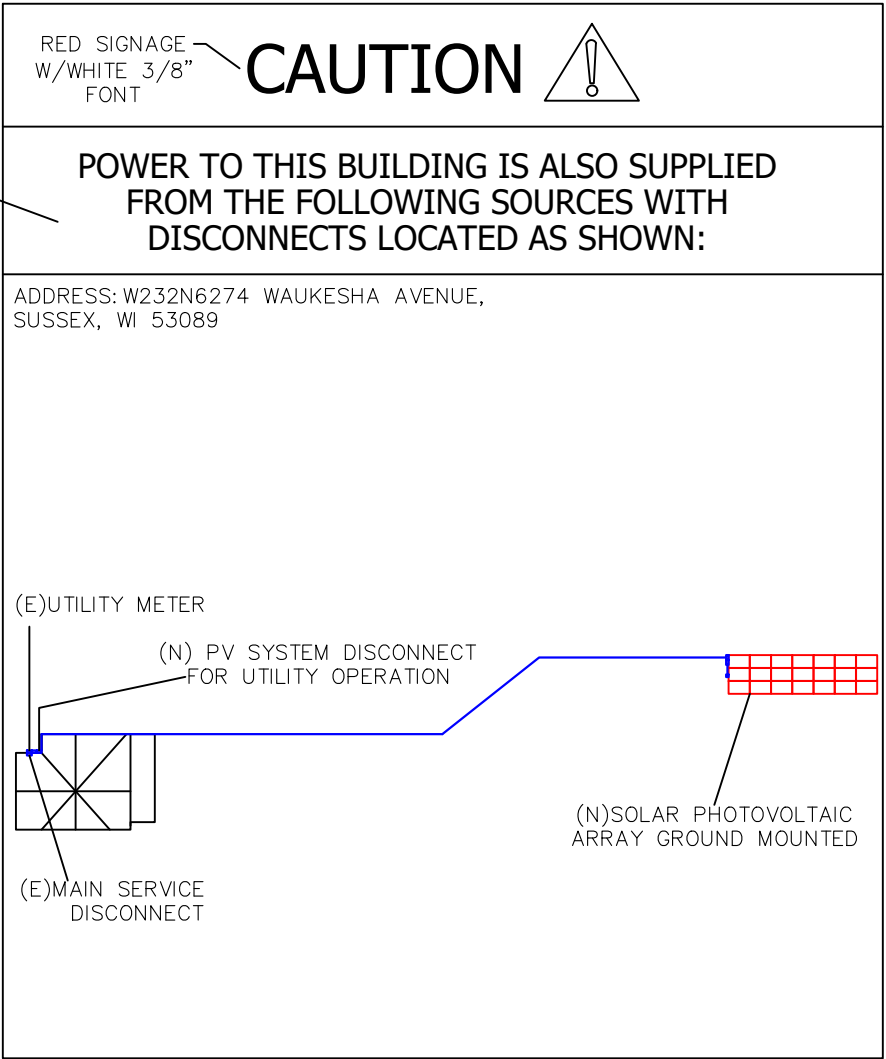
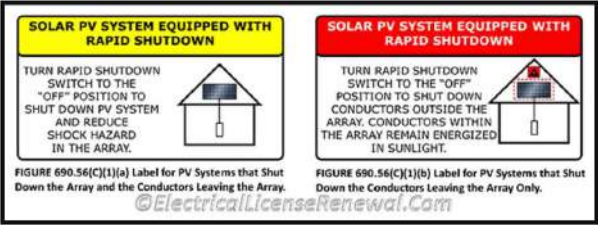
NEC 690.14(C)(2) – NEAR PV BREAKER

**PHOTOVOLTAIC  
AC DISCONNECT**

NEC 690.54 – ON PANEL COVER

NOMINAL AC VOLTAGE 240V  
RATED AC OUTPUT CURRENT 25A

690.56(C) Buildings with Rapid  
Shutdown.



RED SIGNAGE  
W/WHITE 1/4"  
FONT

RED SIGNAGE  
W/WHITE 3/8"  
FONT

**CAUTION**



**POWER TO THIS BUILDING IS ALSO SUPPLIED  
FROM THE FOLLOWING SOURCES WITH  
DISCONNECTS LOCATED AS SHOWN:**

ADDRESS: W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089

RED SIGNAGE  
W/WHITE 1/8"  
FONT TYP.

WARNING PLACARDS

1

SCALE:

N.T.S.

SOLENERGY



WARNING PLACARDS

THE MELISSA GOEDDE RESIDENCE  
W232N6274 WAUKESHA AVENUE,  
SUSSEX, WI 53089  
(414) 534-5536

SOLENERGY  
PHIL SUTTER  
LIC#: DC-04210045 EXP: 2023  
7182 HWY 14, #201  
MIDDLETON, WI 53562  
760.341.1413  
jdhirbrunner@solenergysolar.com

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

8.23.22

DRAWN BY: BPM

APN: SUXV0245975

LOT: 0.45 Acres

DWELLING: ---

L-1

### **Proposed Plan**

- Installation of a 21 panel array (3x7) in the northeast corner of the property lot.
- 6.00kW AC system
- Non reflective Panels
- No sound from the panels or the system

The goal of this project is to save the homeowner money by paying towards the value of their new solar generation system instead of the monopolizing utility company. The system will be built with complete symmetry and professionalism. The worst complaint solar owners get from their neighbors is how jealous the neighbor is of the DG system.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO REPEAL AND RECREATE  
SUB SECTION 17.0506(A)(2)(C) REGARDING  
COMMERCIAL RECREATION FACILITIES AS A  
CONDITIONAL USE IN THE B-2 REGIONAL BUSINESS  
ZONING DISTRICT 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 to repeal and recreate Chapter 17 Zoning Code Section 17.0506(A)(2)(C) regarding commercial recreation facilities in the B-2 Regional Business Zoning District; and

WHEREAS, upon receipt of the Village Plan Commission's recommendation, the Village Board held a public hearing on \_\_\_\_\_, 2022, 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.** Sub Section 17.0506(A)(2)(C) regarding commercial recreation facilities as a conditional use under Arts, Entertainment, and Recreation is hereby repealed and recreated to read as follows with the text addition in blue and underlined:

2. Arts, Entertainment, and Recreation

- a. ...
- b. ...
- c. Commercial Recreation Facilities, such as arcades, bowling alleys, dance halls, driving ranges, gymnasiums, lodges, miniature golf facilities, physical fitness and recreational sports facilities, pool and billiard halls, racetracks, rifle ranges, tennis courts, volley ball courts, Turkish baths, swimming pools, and skating rinks, are conditional uses and may be permitted in the B-1 and B-2 Districts.

**SECTION 2. 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 3. EFFECTIVE DATE**

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

VILLAGE OF SUSSEX

\_\_\_\_\_  
Anthony LeDonne, Village President

ATTEST:

\_\_\_\_\_  
Jennifer Moore, Village Clerk-Treasurer

Published and/or posted this \_\_\_\_\_ day of \_\_\_\_\_, 2022



Project Name \_\_\_\_\_

Tax Key # \_\_\_\_\_

## VILLAGE OF SUSSEX PLAN OF OPERATION PROCEDURE LIST

Pre-application conference must be arranged with Gabe Gilbertson, Community Development Director. Please contact us at 262-246-5215 prior to submitting your application.

Complete the following: Plan of Operation, Service Reimbursement Agreement, Emergency Contact and Wastewater Discharge Permit.

Submit the completed forms and the required fee by the last business day of the month for consideration for the next Plan Commission Agenda. Please note that submitting by the deadline does not guarantee placement on the Plan Commission Agenda. Completed forms can be emailed to [ggilbertson@villagesussex.org](mailto:ggilbertson@villagesussex.org).

The following fees are required at the time of submittal:

_____ Plan of Operation fee	\$175.00
_____ Conditional Use fee (if necessary)	\$210.00
_____ Pre Occupancy inspection fee	\$100.00

Please make check payable to: Village of Sussex (fees are non refundable)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Additional fees are required for building permits, review fees, or other items depending upon the nature of your request.

Contact Name for meetings: Matthew Mehring Phone # 262-613-4009

E-mail: mmehring@andersonashton.com

For office use only:

Met with staff on: \_\_\_\_\_

Paid fees on: \_\_\_\_\_

To be on the Plan Commission Agenda for: \_\_\_\_\_

Original forms to the following:

Plan of Operation to Jeremy \_\_\_\_\_

Service reimbursement \_\_\_\_\_

Emergency Contact to Sheriff Dept \_\_\_\_\_

Wastewater Permit to WWTP \_\_\_\_\_

Any outstanding fees owed on the property? \_\_\_\_\_



## PLAN OF OPERATION

To be used for a business with changes or new business in an existing building.

Is this request to be considered for a Conditional Use? Yes If yes, is this a new CU? Yes

(Conditional Use Permits require a Public Hearing)

OR an amendment to a CU? \_\_\_\_\_

Tax Key # SUXV0228999021

Zoning: B-2

Address of Tenant Space: N66 W25201 County Hwy VV Sussex, WI 53089

### 1. Name of Business:

Lake Country Indoor Sports LLC

#### Business

2746 S. 166th Street New Berlin, WI 53151 Sussex, WI 53089 262-613-4009

Address City, State, Zip Phone #  
mmehring@andersonashton.com

Fax # Email address

### 2. Business owner contact information:

Matthew Mehring

#### Contact

2746 S. 166th Street New Berlin, WI 53151 262-613-4009

Address City, State, Zip Phone #  
mmehring@andersonashton.com

Fax # Email address

### 3. Building/Land owner contact information:

Matthew Mehring

#### Contact

2746 S. 166th Street 2746 S. 166th Street 262-613-4009

Address City, State, Zip Phone #  
mmehring@andersonashton.com

Fax # Email address

4. Number of Employees/Shifts: 10 2  
Employees Shifts

### 5. Days of Operation:

Put an X in box that applies:

Hours  
Open for business

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00 am	6:00 am	6:00 am	6:00 am	6:00 am	6:00 am	6:00 am
11:00 pm	11:00 pm	11:00 pm	11:00 pm	11:00 pm	11:00 pm	11:00 pm

6. Is this an extension of an existing operation? No
7. On a separate sheet of paper explain your business use and/or the change to your business. Attach a list of all items to be sold, produced or stored on the premises.
8. Is a liquor license or any other special license to be obtained from the Village Board or State Licensing Agencies? No Do you need an Outdoor Establishment Permit? \_\_\_\_\_  
If yes, explain: \_\_\_\_\_  
If yes, please obtain and complete permit application.
9. If your proposed operation will utilize a liquor license, what types of entertainment are you proposing? na
10. Do you feel there will be any problems such as odor, smoke or noise resulting from this operation? No If yes, explain: \_\_\_\_\_
11. Dimension of area to be occupied 80,000 Total square footage 80,000  
If applicable list square footage according to 1<sup>st</sup> floor 80,000 2<sup>nd</sup> floor \_\_\_\_\_

Please provide a copy of the site plan showing parking and layout of the building and if a multi tenant building, label the space which will be occupied by your business.

12. Parking:  
Total Number of Parking Spaces 479 Number of spaces needed per code 479  
Number of spaces allocated for employee parking \_\_\_\_\_  
Dimensions of parking lot 508'x340' Is parking lot paved? Yes

13. Signage: What type of signage are you proposing for your business?

Building and monument sign

If applicable, complete a Sign Permit application and submit to the Building Inspection Dept. Please refer to Chapter 17.0800.

I have reviewed a copy of the Zoning Ordinance in the Village of Sussex and hereby agree to abide by the same, as well as any and all terms and conditions of any permit issued pursuant to this application.

I do swear to or affirm that all statements contained herein are true and correct to the best of our knowledge.

Matthew Mehring 10/30/2022  
Name Date  
member  
Title or Position

I am aware and approve of the business to be operating in the building  
owned by Lake Country Indoor Sports LLC.

Matthew Mehring 10/30/2022  
Name Date  
member  
Title or Position





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

**VILLAGE OF SUSSEX  
PROFESSIONAL SERVICES REIMBURSEMENT NOTICE**

Pursuant to the Village of Sussex Ordinance No. 3.11, the Village of Sussex Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Planner, or any other of the Village's professional staff results in a charge to the Village for that professional's time and services and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge that service for the fees incurred by the Village to the property owner incurring those fees even if the request is not approved. Also, be advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are the responsibility of the property owner even if the request is not approved. Imposition of any fees, costs or charges, however, is subjected to the property owner's appeal rights as described in said Village of Sussex Ordinances.

I, the undersigned, have been advised that, pursuant to said Village of Sussex Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village even if the request is not approved. In addition, I have been advised that pursuant to said Village of Sussex Ordinances, certain other fees, costs, and charges are my responsibility even if the request is not approved. By signing this document however, I am not waiving my appeal rights that are described in said Village of Sussex Ordinances.

**PLEASE PRINT LEGIBLY**

Name and Mailing Address of the Property Owner and /or Authorized Agent for Invoices:

2746 South 166th Street

New Berlin, WI 53151


Business Name: Anderson Ashton Inc

Name of Owner and Address of the Property involved in the Request (if different from above):

Lake Country Indoor Sports LLC

2746 South 166th Street New Berlin, WI 53151

Tax Key No. of the Property involved in the Request: SUXV0228999021

  
Signature of Property Owner and /or Authorized Agent

10/30/2022

Date

10/30/2022

Date

Signature of Village Official Accepting Form

A copy of this completed form shall be provided to the Village Clerk for billing purposes.



## WASTEWATER DISCHARGE PERMIT APPLICATION

Business Name: Lake Country Indoor Sports LLC

Address: 2746 S. 166th Street New Berlin, WI 53151

Owner/Operator: owner

Standard Industrial Classification #: \_\_\_\_\_

How many people do you employ? 10

What are your businesses hours of work? 6am to 11pm

Who is responsible for water quality? ( List job titles)  
Matthew Mehring - member

Time and Duration of Discharge: 6am - 11pm

Average and Peak Wastewater Flow Rates(Include any daily, monthly or seasonal variations):  
\_\_\_\_\_

Please describe the activities, facilities, and plant processes on the premises including all materials and types of materials which are or could be discharged:

The discharge of the facility would be limited to the toilet rooms servicing our staff and customers.

Please list each product your business produces. (Include type, amount and rate of production):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are the constituents and characteristics of your wastewater?

The discharge of the facility would be limited to the toilet rooms servicing our staff and customers.

New construction: attach site plans, floor plans, mechanical and plumbing plans and details to show all sewers and appurtenances by size, location and elevation.

[Print Form](#)

[Clear Form](#)



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

Fire Station - *PHONE*  
262-246-5197  
Fire Station - *FAX*  
262-246-5196

Waukesha County Sheriff – Sussex Office

Emergency Contact Form to be completed with Plan of Operation form.

**Business Name:** Lake Country Indoor Sports LLC  
**Business Address:** 2746 S. 166th Street New Berlin, WI 53151  
**Business Phone #:** 262-613-4009  
**Business Email:** mmehring@andersonashton.com

**Business Emergency Contacts**

**Name and Phone #:** Matthew Mehring 262-613-4009  
**Name and Phone #:** \_\_\_\_\_  
**Name and Phone #:** \_\_\_\_\_

**Building Owner Name:** Matthew Mehring  
**Building Owner Email:** mmehring@andersonashton.com

**Building Owner Emergency Contacts**

**Name and Phone #:** Matthew Mehring 262-613-4009  
**Name and Phone #:** \_\_\_\_\_

Knox Box (if applies) Have locks been changed and new key provided to Fire Department? Yes No

# Lake Country

## Indoor Sports Training and Tournament Center



**ANDERSON  
ASHTON**  
DESIGN / BUILD







## EXISTING SHOPKO BUILDING



- Existing big-box retail facility
- 80,000 sf building constructed in 2009
- Vacant for 6+ years





# LAKE COUNTRY INDOOR SPORTS and TOURNAMENT CENTER

Lake Country Indoor Sports, LLC is proposing a multi-sport athletic training facility that provides indoor rental areas for both teams and individuals to train, practice, and perform. The facility will focus on baseball, softball, basketball, volleyball, and pickleball, and will have the ability to house tournaments as well as daily training. In addition, a planned golf simulator will provide additional opportunities for the community to utilize the facility.

There will also be group and individual personal training available through our partnership with NX Level Performance Training, a long standing and well-respected training group in southeastern Wisconsin. NX Level currently operates two other successful facilities in Wisconsin. In their 17 years of operation, over 400 athletes who have trained at NX Level have gone on to play collegiate and professional sports but prides themselves on their ability to work with athletes of all ability levels. Lake Country Indoor Sports, LLC will also offer physical therapy solutions, with an onsite physical therapy center. This center will be state of the art and offer services such as cryo-therapy and aqua therapy.

This facility will be a destination location and is strategically located in a market area that is currently under served. Many families that reside in the greater lake country area must drive significant distances for their children to train and practice, and our facility will solve this problem. With many local food, drink, and shopping options close to the facility, the local businesses will also enjoy many benefits from having a vibrant and busy facility in the area.





# Focused on Player Development

## Designed for:

Baseball

Softball

Soccer

La Crosse

Football

Basketball

Volleyball

Pickelball







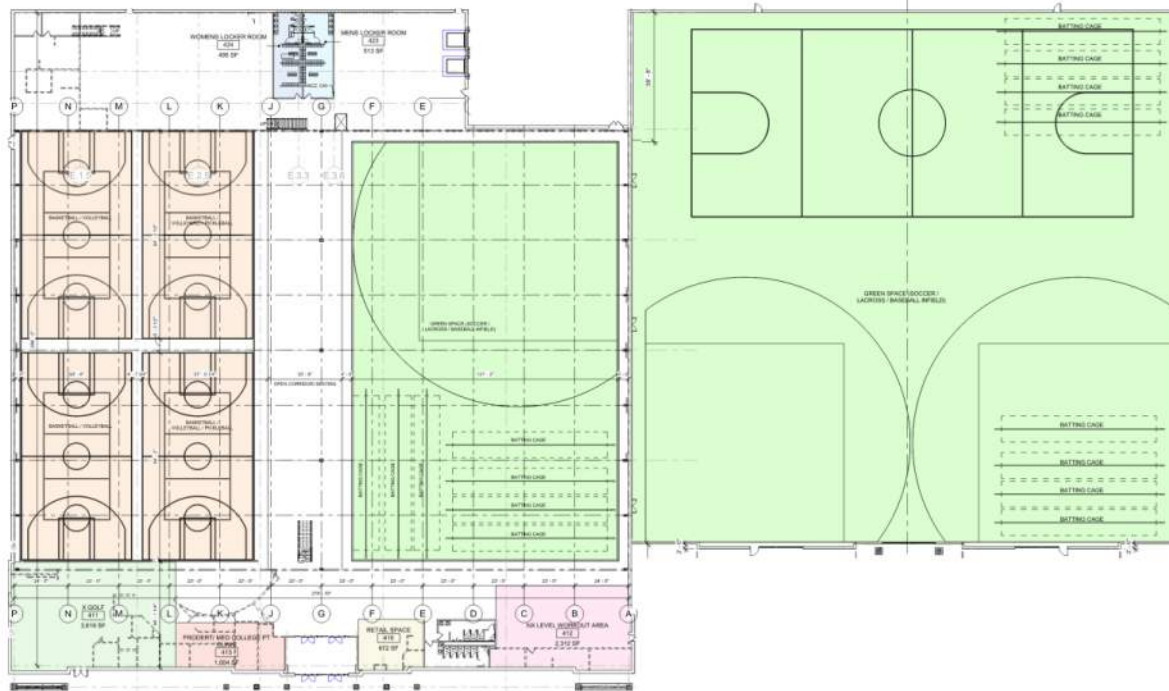
## PROPOSED RENDERINGS





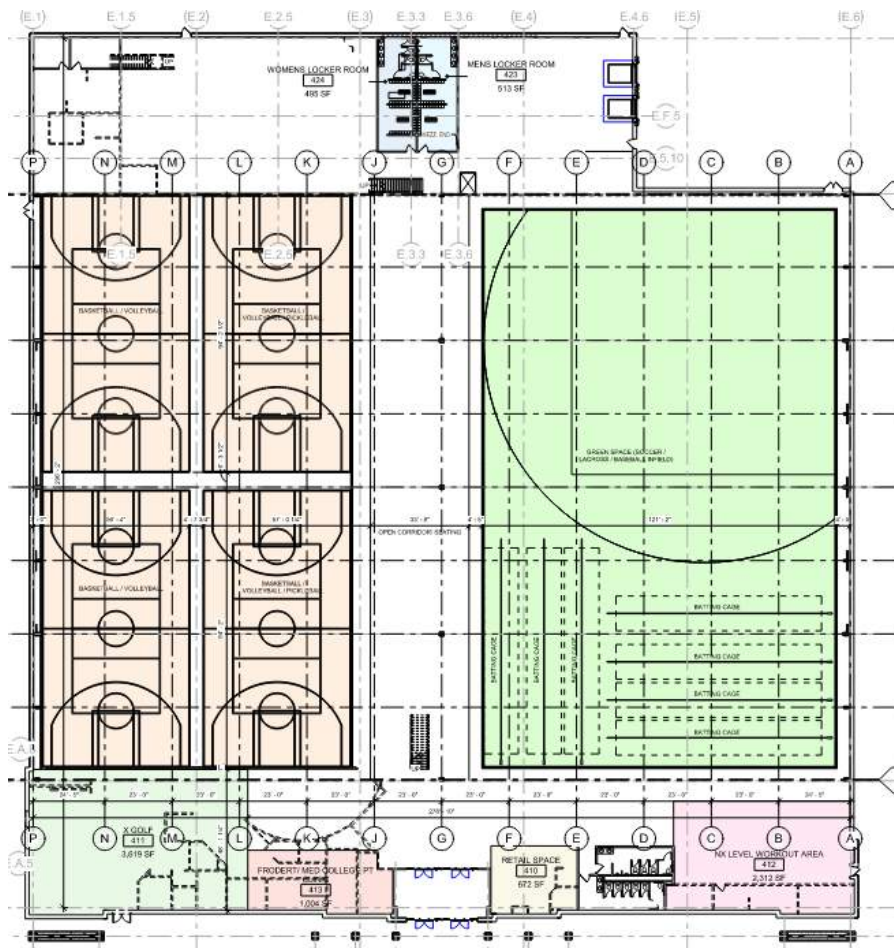


## PROPOSED MASTER PLAN





## PHASE ONE – EXISTING BUILDING







# Soccer





## La Crosse







# Football







# Baseball







# Volleyball







# Pickleball







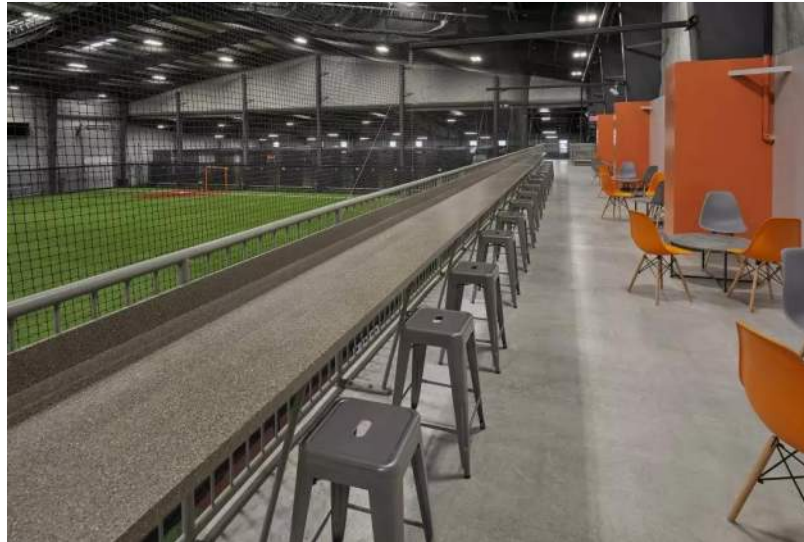
## Training Area







## Visitor Viewing / Restaurant



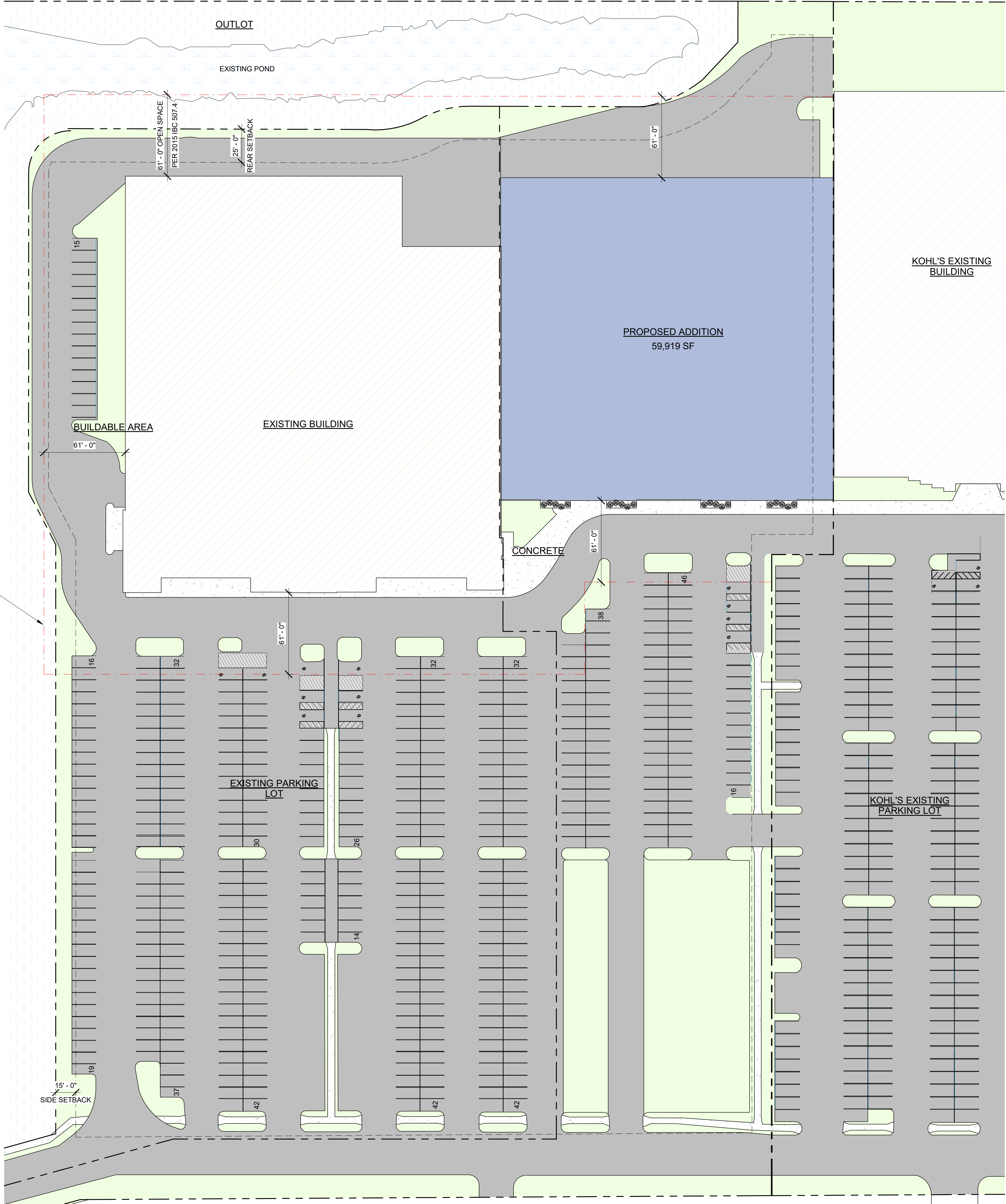


**ANDERSON  
ASHTON**  
DESIGN / BUILD



**MATTHEW MEHRING**  
**PRESIDENT**  
**(262) 613-4009**  
**[mmehring@andersonashton.com](mailto:mmehring@andersonashton.com)**





OPEN SPACE DISTANCE OF 61' WIDE FOR UNLIMITED AREA PER 2015 IBC 507.2 AND 507.4

ZONING		REVISIONS
ZONED:	B-2	
MIN. BUILDING SETBACKS (FT):	STREET YARD: 45' INTERIOR SIDE YARD: 25' REAR YARD: 25'	
PAVING SETBACKS (FT):	FRONT & STREET YARD: XX' INTERIOR SIDE YARD: XX' REAR YARD: XX'	
MAX. BUILDING HEIGHTS (FT):	PRINCIPAL BUILDING: X45' ACCESSORY BUILDING: XX'	

SITE STATISTICS		
NAME	AREA	AREA RATIO
BUILDABLE AREA	68,797 SF	8%
CONCRETE	12,504 SF	1%
EXISTING BUILDING	82,276 SF	10%
EXISTING PARKING LOT	247,787 SF	29%
OUTLOT	386,617 SF	45%
PROPOSED ADDITION	59,919 SF	7%
PROPOSED LANDSCAPE	504 SF	0%
GRAND TOTAL	858,404 SF	100%

**NOTE:**  
SITE STATISTICS DOES NOT INCLUDE AREAS OF KOHL'S LOT

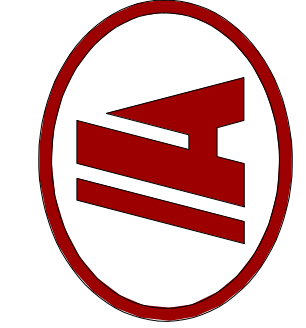
PARKING	
PARKING REQUIREMENTS:	XX
TOTAL STALLS REQUIRED:	XX
TOTAL STALLS PROPOSED:	479
TOTAL ACCESSIBLE STALLS REQUIRED:	XX
TOTAL ACCESSIBLE STALLS PROPOSED:	12

- GENERAL SITE NOTES:**
- VISIT JOB SITE TO VERIFY EXISTING SITE CONDITIONS PRIOR TO STARTING CONSTRUCTION. MEET WITH GENERAL CONTRACTOR PRIOR TO STARTING.
  - REMOVE EXISTING TREES ALONG WITH ROOTS AS REQUIRED @ PROPOSED BUILDING AND PAVING AREAS.
  - STRIP AND REMOVE ALL REMAINDER VEGETATION & X"± TOP SOIL FROM WITHIN THE BUILDING AND PAVING AREAS. STOCKPILE REUSABLE, UNCONTAMINATED TOPSOIL AND PROVIDE FOR ALL EXCESS MATERIAL TO BE TRUCKED OFF SITE. RESPREAD SALVAGED TOPSOIL OVER DISTURBED AREAS TO APPROX. 4" DEPTH AFTER CONSTRUCTION IS FINISHED.
  - CUT (OR FILL) THE BUILDING AREA +5.0' BEYOND PERIMETER OF THE BUILDING
  - CUT THE FLOOR AREA TO THE SUB-GRADE ELEVATION. (THE PERIMETER FOUNDATION FOOTINGS TO BE EXCAVATED BY CONC. CONTR. TO THE REQUIRED DEPTHS PER THE FOUNDATION PLAN). BENCH GRADE BACK PER CURRENT OSHA CODE STANDARDS PART #1926 IF REQ'D BY THE G.C. FOR THE PROJECT
  - PROOF ROLL BUILDING AREA FOR ANY SOFT MATERIALS. REPORT ANY SOFT SPOTS TO THE GENERAL CONTRACTOR.
  - ALL FILL MATERIAL FOR BRINGING GRADES UP TO SUB-GRADE ELEVATIONS SHALL BE GRANULAR OR CLEAN COMPACTABLE CLAY AND APPROVED BY ANDERSON-ASHTON.
  - ALL EXTERIOR BACKFILL MATERIAL FOR STANDARD FROST FOUNDATION WALLS SHALL BE CLEAN COMPACTABLE CLAY. INTERIOR BACKFILL MATERIAL SHALL BE 3/4" CLEAR STONE.
  - ALL BACKFILL & FILL MATERIALS SHALL BE INSPECTED AND APPROVED BY ANDERSON-ASHTON PRIOR TO PLACEMENT. ALL FILL MATERIALS SHALL BE COMPACTED IN 8" MAX. LIFTS @ 95% MODIFIED PROCTOR.
  - PREPARE THE PAVING AREA AS SHOWN ON THE CONSTRUCTION DOCUMENTS TO +/- 0.10'
  - PREPARE ALL SWALES AS SHOWN ON PLAN TO PROVIDE POSITIVE DRAINAGE DURING CONSTRUCTION.
  - RETURN AFTER THE BUILDING IS ENCLOSED & FINISH GRADE AND TOPSOIL AROUND PERIMETER OF BUILDING. ALSO, FINISH GRADE AROUND ELECTRICAL, TELEPHONE, GAS, SEWER, WATER AND UTILITY TRENCHES.
  - GRADING CONTRACTOR SHALL FIX AND REPAIR PARKING AREA AND DRIVES AS REQUIRED AFTER UTILITY AND OTHER WORK THAT MAY DISTURB THE SOIL AND/OR GRAVEL BASE BEFORE PAVING BEGINS. GRADING CONTRACTOR SHALL SMOOTH DRUM ROLL ALL PARKING AREAS AND DRIVES BEFORE PAVING BEGINS.
  - GRADING CONTRACTOR SHALL BE PREPARED TO HANDLE ALL SPOILS WHICH MAY INCLUDE ON SITE STORAGE AND TRUCKING OFF SITE. GRADER TO GET PRIOR APPROVAL FROM G.C. FOR PLACEMENT OF STOCKPILE SITES PRIOR TO STARTING STRIPPING OF TOPSOIL.
  - AWARDED GRADING CONTRACTOR SHALL BE RESPONSIBLE FOR THE LABOR AND MATERIAL NEEDED FOR SUPPLYING ANY TRAFFIC CONTROL BARRIERS OR SIGNS AS NEEDED PER LOCAL OR D.O.T. CODES & REGULATIONS DUE TO ANY ROAD WORK OUTSIDE OF PROPERTY LINES
  - THE GROUND IMMEDIATELY ADJACENT TO THE FOUNDATION SHALL BE SLOPED AWAY FROM BUILDING AT A SLOPE OF NOT LESS THAN ONE UNIT VERTICAL IN 20 UNITS HORIZONTAL (5% SLOPE) FOR A MIN DISTANCE OF 10' MEASURED PERP. TO THE FACE OF THE FOUNDATION WALL.

- ASPHALT PAVING WORK**
- FURNISH AND INSTALL A 8" CRUSHED AGGREGATE BASE AT THE ASPHALT PAVING PARKING AREAS.
  - FINE GRADE AND COMPACT STONE BASE.
  - FURNISH AND INSTALL A 4" (TWO LIFT) AVG. THICKNESS COMPACTED ASPHALT PAVEMENT AT TRUCK/DRIVE AREAS
  - FURNISH AND INSTALL ALL PARKING STALL STRIPING, H.C. SYMBOLS, & H.C. SIGNS ON METAL POSTS.

THIS IS A SCHEMATIC DRAWING. NOT A WORKING DRAWING. ANDERSON ASHTON IS NOT RESPONSIBLE FOR DIMENSIONS, CONSTRUCTION DETAILS, ENGINEERING DECISIONS, REGULATION COMPLIANCE, OR ANY OTHER INFORMATION. IT IS HIGHLY RECOMMENDED THAT A LOCAL ARCHITECT BE ENGAGED TO DEVELOP CONTRACT DOCUMENTS BASED ON THESE SCHEMATIC DRAWINGS AND CORRESPONDING OUTLINE SPECIFICATIONS. IT IS THE RESPONSIBILITY OF THE CLIENT TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY CONDITIONS OR RESPONSIBILITY BE DEVELOPED IN A CONTRACTUAL AGREEMENT.

**ANDERSON ASHTON**  
DESIGN / BUILD  
2746 South 168th Street  
New Berlin, WI 53151  
Phone: (262) 786-4640  
WWW.ANDERSONASHTON.COM



PRELIMINARY NOT FOR CONSTRUCTION

PROPOSED ADDITION & REMODEL BUILDING FOR:

SHOPKO DEVELOPMENT

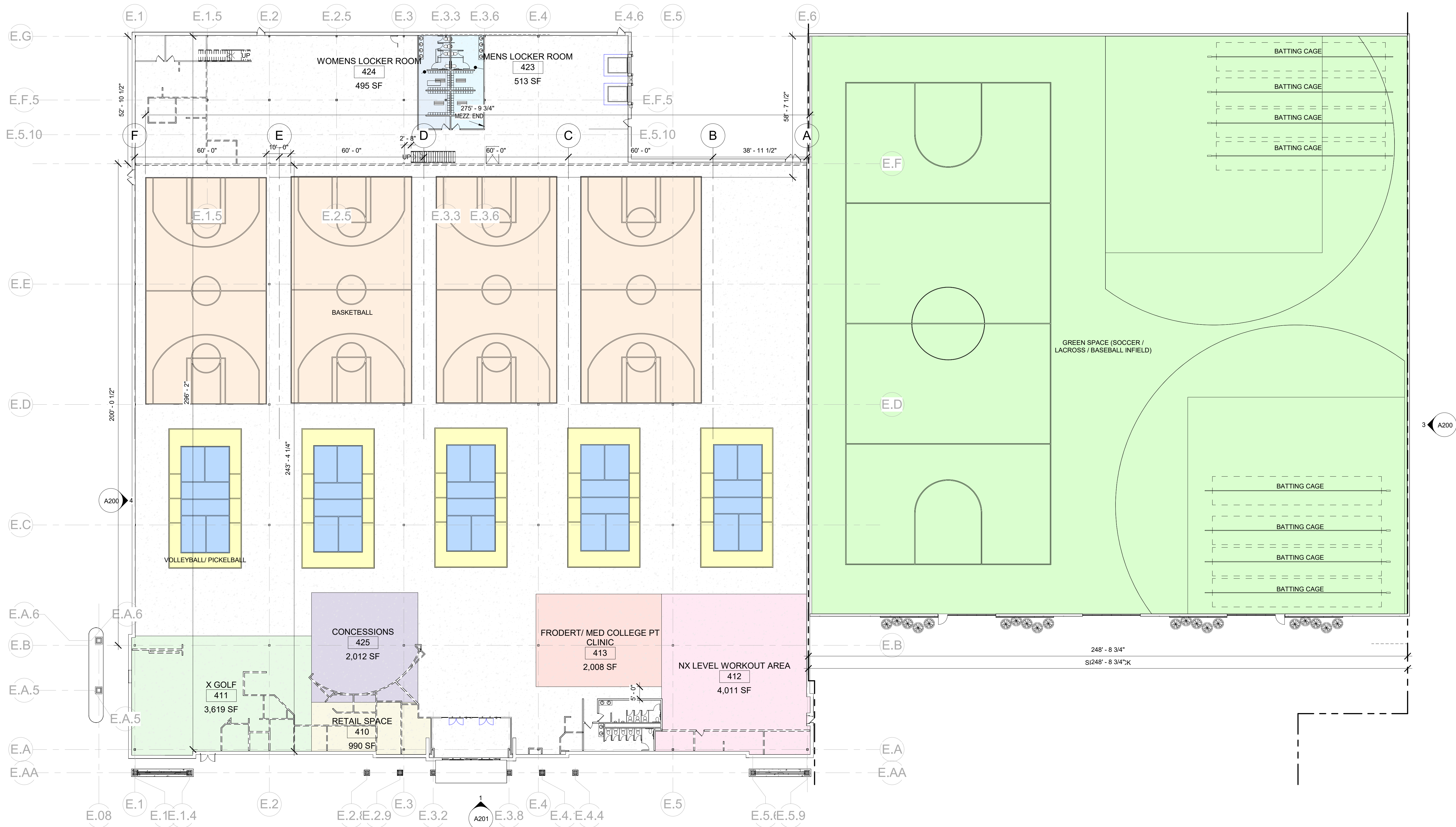
N66 W25201 COUNTY HWY W SUSSEX, WI 53089

DRAFTED BY: SS  
DESIGNER: RRS  
ISSUE 10/24/2022 5:22:30 PM  
SUBMITTAL DATE XX-XX-XX  
DESIGN NO. #####  
CONSTRUCTION NO. #####

ARCHITECTURAL SITE PLAN

AS01

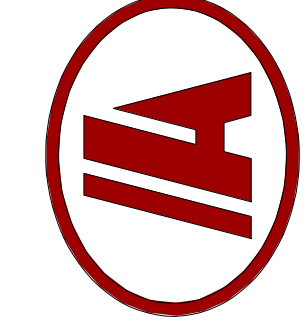




1 FLOOR PLAN  
1" = 20'-0"

THIS IS A SCHEMATIC DRAWING, NOT A WORKING DRAWING. ANDERSON ASHTON IS NOT RESPONSIBLE FOR DIMENSIONS, CONSTRUCTION DETAILS, ENGINEERING DECISIONS, REGULATORY APPROVALS, OR ANY OTHER REQUIREMENTS. IT IS HIGHLY RECOMMENDED THAT A LOCAL ARCHITECT BE ENGAGED TO DEVELOP CONTRACT DOCUMENTS BASED ON THESE SCHEMATIC DRAWINGS AND CORRESPONDING OUTLINE SPECIFICATIONS. IT IS FURTHER ADVISED THAT GENERAL CONDITIONS SPECIFICALLY DESCRIBED IN THE CONTRACT DOCUMENTS SHALL BE DEVELOPED IN A CONTRACTUAL AGREEMENT.

ANDERSON  
ASHTON  
DESIGN / BUILD  
2746 South 16th Street  
New Berlin, WI 53151  
Phone: (262) 786-4640  
WWW.ANDERSONASHTON.COM



PRELIMINARY NOT FOR CONSTRUCTION

PROPOSED ADDITION & REMODEL BUILDING FOR:

SHOPKO DEVELOPMENT

N66 W25201 COUNTY HWY W SUSSEX, WI 53089

DRAFTED BY: RS  
DESIGNER: SS  
ISSUE 10/14/2022 4:13:28 PM  
SUBMITTAL DATE XX-XX-XX  
DESIGN NO. #####  
CONSTRUCTION NO. #####

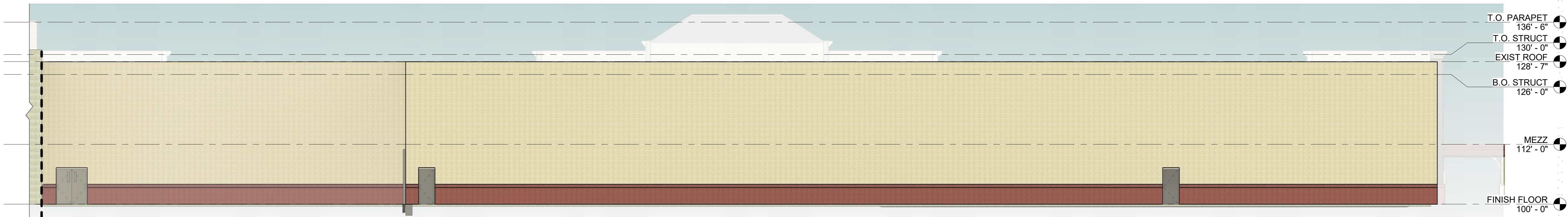
PLANS

A101

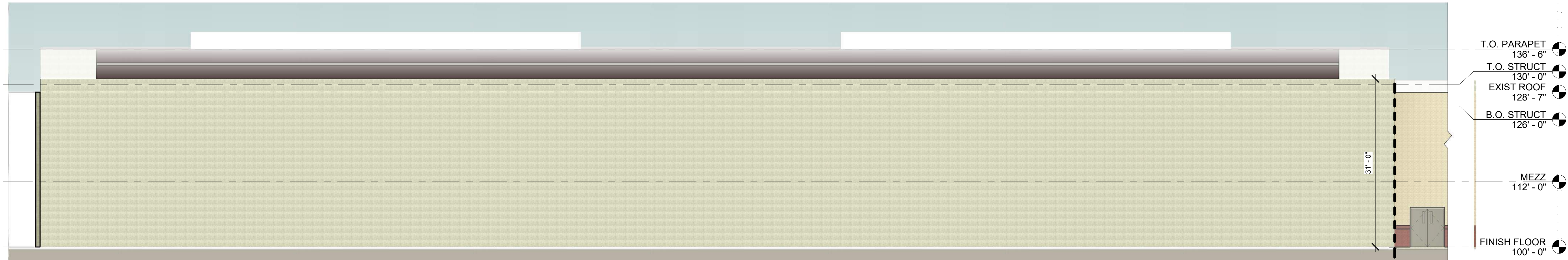








3 WEST ELEVATION EXISTING  
1" = 10'-0"



2 WEST ELEVATION NEW ADDITION  
1" = 10'-0"



1 EAST ELEVATION NEW ADDITION  
1" = 10'-0"

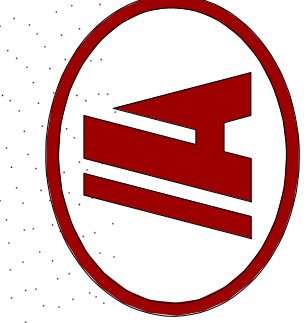


4 EAST ELEVATION EXISTING  
1" = 10'-0"

REVISIONS

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DESIGN / BUILD  
2746 South 168th Street  
New Berlin, WI 53151  
Phone: (262) 786-4640  
WWW.ANDERSONASHTON.COM



PRELIMINARY NOT FOR CONSTRUCTION

PROPOSED ADDITION & REMODEL BUILDING FOR:  
**SHOPKO DEVELOPMENT**  
N66 W25201 COUNTY HWY W SUSSEX, WI 53089

DRAFTED BY: SS  
DESIGNER: SS  
ISSUE 10/27/2022 5:58:54 PM  
SUBMITTAL DATE XX-XX-XX  
DESIGN NO. P-02242  
CONSTRUCTION NO. -

ENLARGED ELEVATIONS

A201





3D VIEW 1





3D VIEW 2





3D VIEW 3





3D VIEW 4

STATE OF WISCONSIN

VILLAGE OF SUSSEX

WAUKESHA COUNTY

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO CONDITIONALLY REZONE  
RECENTLY ANNEXED LANDS FROM THE TOWN  
OF LISBON INTO THE VILLAGE OF SUSSEX**

**WHEREAS:** The Village of Sussex Village Board of Trustees approved a Cooperative Plan with the Town of Lisbon on January 25, 2022; and

**WHEREAS:** Said Cooperative Plan set the boundary line between Sussex and Lisbon as their common boundary line to allow for effective and efficient planning and development of land located within each municipality; and

**WHEREAS:** As part of the Cooperative Plan, 65 parcels detached from the Town of Lisbon and attached to the Village of Sussex (**Exhibit A**); and

**WHEREAS:** Because said 65 parcels were not previously located within the Village of Sussex, a Zoning Classification is required to be assigned to each parcel;

**WHEREAS:** Upon due notice as required by Section 17.1300 and 17.1400 of the Village Code, the Village Board held a public hearing on \_\_\_\_\_, as required by Section 17.1305 of the Village Code; and

**WHEREAS:** The Plan Commission has reviewed the basis for approval described in Section 17.1300 of the Village Code and has found that the proposed rezoning is in keeping with the general welfare and good zoning practice of the Village of Sussex, subject to all terms and conditions of this zoning ordinance being satisfied; and

**WHEREAS:** The subject lands were annexed to the Village approximately one (1) year ago; and

**WHEREAS:** The Plan Commission as required by Section 17.0401.E. shall within one (1) year of annexation , evaluate and recommend a permanent classification for annexed lands to the Village Board based upon various planning documents and goals with particular emphasis on the Village's Land Use Plan., and

**WHEREAS:** The Village Plan Commission of the Village of Sussex has recommended to the Village Board of the Village of Sussex that said zoning changes be made upon certain conditions; and

**WHEREAS:** The Village of Sussex has reviewed the basis for approval of the petition described in Section 17.1300, and concurs with the Village Plan Commission, and makes the same findings, subject to all terms and conditions of this zoning ordinance being duly satisfied as required herein; and

**WHEREAS:** The Village Board of the Village of Sussex having carefully reviewed the recommendation of the Plan Commission of the Village of Sussex, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due

consideration, and having based its determination on the effect of the granting of such rezoning on the health, safety and welfare of the community, immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved as well as the impact on the surrounding properties as to noise, dust, smoke and odor, and others hereby determine that the rezoning will not violate the spirit or intent of the Zoning Code for the Village of Sussex, will not be contrary to the public health, safety or general welfare of the Village of Sussex, will not be hazardous, harmful, noxious, offensive and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the operation is conducted pursuant to the following conditions and in strict compliance with the same and is consistent with the recommendation found in the Village of Sussex master plan.

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

**SECTION 1:** The subject parcels as listed in **Exhibit A** is hereby rezoned to corresponding Zoning Districts as described in **Exhibit A** and the Zoning Map of the Village of Sussex is hereby amended, subject to the terms and conditions described herein.

**SECTION 2: 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 5. EFFECTIVE DATE.** This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

VILLAGE OF SUSSEX

\_\_\_\_\_  
Anthony LeDonne  
Village President

ATTEST: \_\_\_\_\_  
Jennifer Moore  
Village Clerk-Treasurer

Published and/or posted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

# EXHIBIT A



Legend

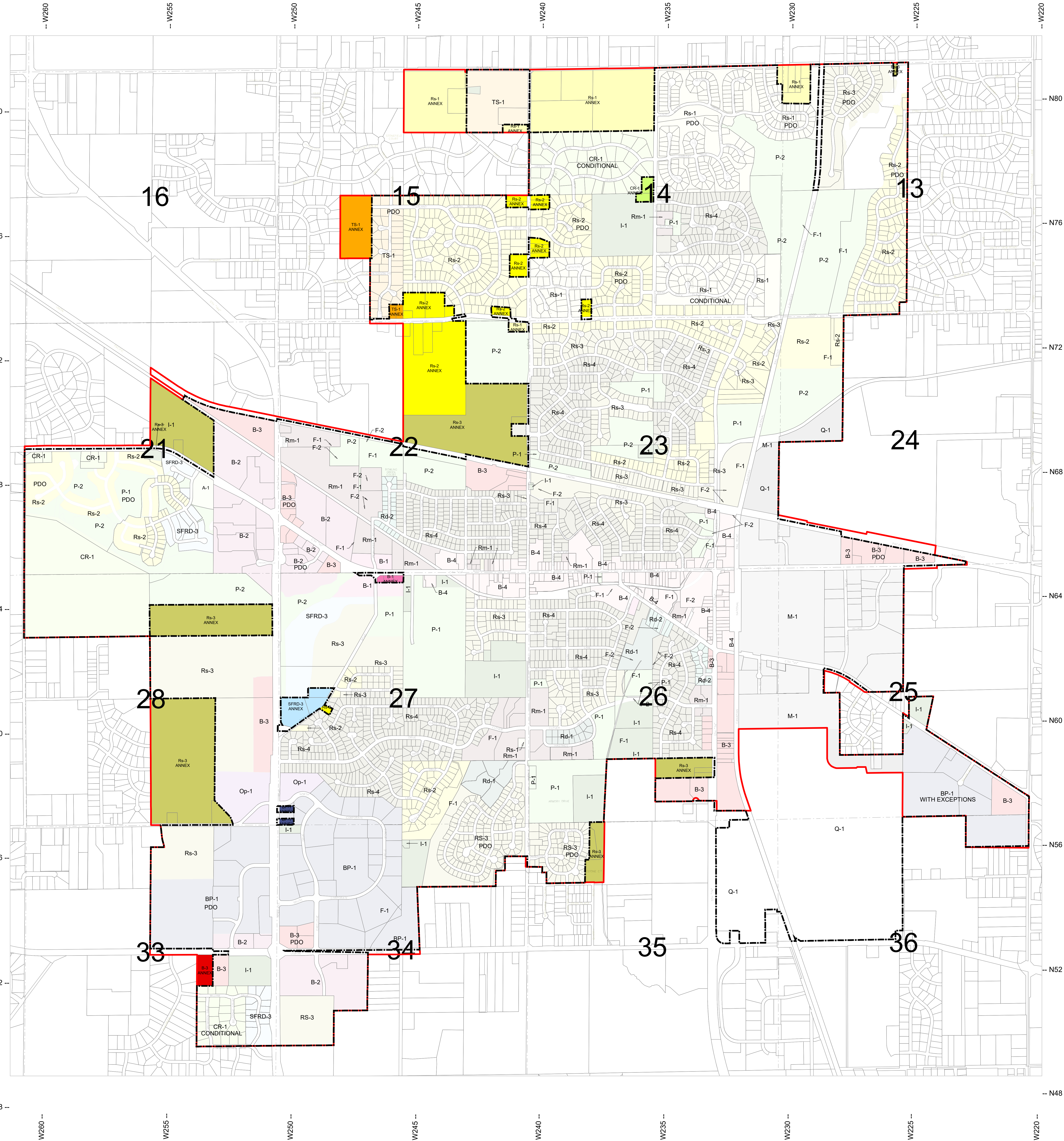
- 2022 Village Limits  
2021 Village Limits

Annexed Zoning 2022

- CONSERVANCY RESIDENTIAL (CR-1)  
TRADITIONAL SUBURBAN SINGLE-  
SINGLE-FAMILY RESIDENTIAL (Rs-1)  
SINGLE-FAMILY RESIDENTIAL (Rs-2)  
SINGLE-FAMILY RESIDENTIAL (Rs-3)  
SINGLE-FAMILY (SFRD-3)  
NEIGHBORHOOD BUSINESS (B-1)  
REGIONAL BUSINESS (B-2)  
HIGHWAY BUSINESS (B-3)  
BUSINESS PARK DISTRICT (BP-1)  
OFFICE PARK DISTRICT (OP-1)  
AGRICULTURE (A-1)  
CONSERVANCY RESIDENTIAL (CR-1)  
TRADITIONAL SUBURBAN SINGLE (TS-1)  
SINGLE-FAMILY RESIDENTIAL (Rs-1)  
SINGLE-FAMILY RESIDENTIAL (Rs-2)  
SINGLE-FAMILY RESIDENTIAL (Rs-3)  
SINGLE-FAMILY RESIDENTIAL (Rs-4)  
SINGLE-FAMILY (SFRD-3)  
TWO-FAMILY RESIDENTIAL (Rd-1)  
TWO-FAMILY RESIDENTIAL (Rd-2)  
MULTI-FAMILY RESIDENTIAL (Rm-1)  
NEIGHBORHOOD BUSINESS (B-1)  
REGIONAL BUSINESS (B-2)  
HIGHWAY BUSINESS (B-3)  
CENTRAL MIXED USE BUSINESS (B-4)  
BUSINESS PARK DISTRICT (BP-1)  
OFFICE PARK DISTRICT (OP-1)  
INDUSTRIAL (M-1)  
QUARRY (Q-1)  
INSTITUTIONAL (I-1)  
PARK (P-1, P-2)

DATE	ORD.	COMMENT
8/28/1998	540	REZONE M-1 TO B-3
1/4/1999	MISC	YEARLY UPDATE OF ANNEXED LANDS TO A-1
1/26/1999	545	REZONE RS-4 TO RS-2
9/1/2000	543	REZONE A-1 TO RS-1 WITH PDO
9/1/2000	552	REZONE I-1 TO A-1
9/1/2000	554	REZONE M-1 TO B-3
9/1/2000	555	REZONE A-1 TO RS-2 AND Rd-1 (Split)
9/1/2000	561	REZONE B-3 TO B-3 WITH PDO
7/25/2000	570	REZONE A-1 TO BP-1
10/5/2000	571	REZONE TO B-3 WITH PDO
11/14/2000	580	ZONE ANNEXED LAND TO I-1
7/24/2001	590	COND. REZONE - ADJUST F-1 FP AND FFO DIST.
11/27/2001	599	REZONE A-1 TO RS-1 AND RS-2
2/26/2002	604	REZONE B-3 AND I-1 TO B-4
4/23/2002	605	REZONE A-1 TO CR-1
4/23/2002	607	REZONE B-2a AND P-2
5/28/2002	611	REZONE TO RM-1
7/23/2002	620	REZONE A-1 TO RS-1
10/22/2002	623	REZONE I-1 TO B-4
10/28/2004	633	AMMEND F-1, F-2, AND LCO
3/23/2004	637	REZONE A-1 TO B-5
7/27/2004	654	REZONE B-3 TO B-2a
10/26/2010	736	ANNEXED LANDS TO B-2
2/22/2011	739	REPEAL AND RECREATE ZONING MAP
4/1/2011	MISC	YEARLY UPDATES
4/16/2013	746	ANNEXED LANDS TO B-3
4/16/2013	767	ANNEXED LANDS TO B-2 AND RS-3
7/30/2014	780	AMMEND Q-1, REZONE M-1 TO Q-1
8/19/2014	781	REZONE RM-1 TO B-4
10/8/2015	MISC	Updates
2/24/2015	788	REZONE RS-3 & SFRD-3 TO INCLUDE PDO
2/24/2015	789	ANNEXED LANDS TO B-2
3/24/2015	790	ANNEXED LANDS TO RS-3
4/28/2015	793	REZONE A-1 TO B-3, BP-1, B-2
6/18/2015	802	REZONE RS-2 TO RS-2 WITH PDO
7/28/2015	803	REZONE B-2 TO B-2 WITH PDO
8/25/2015	805	REZONE B-1 TO B-4
12/8/2015	815	REZONE A-1 TO RS-3 WITH PDO
9/27/2016	825	ANNEXED LANDS TO RS-2 & INRA
12/28/2016	828	ANNEXED LANDS TO RS-2 WITH PDO & INRA
1/27/2017	MISC	Basemap updates
6/22/2018	838	REZONE A-1, B-3 TO BP-1 & B-2 W/PDO
8/14/2018	841	REZONE RM-1 TO RS-3 and Basemap Updates
3/12/2019	846	REZONE RS-2 & RS-3 WITH PDO, SEC & LCO
9/24/2019	856	ANNEXED LANDS TO RS-4
4/28/2020	867	ANNEXED LANDS TO RS-4
6/19/2020	864	REZONE VISTA RUN & PUD
5/25/2021	876	ANNEXED LANDS TO A-1 & BP-1 W/PDO
10/6/2022		ANNEXATIONS TO THE VILLAGE

I THE UNDERSIGNED, VILLAGE PRESIDENT OF THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN, DO HEREBY CERTIFY THAT THIS "ZONING MAP, VILLAGE OF SUSSEX, WAUKESHA COUNTY, WISCONSIN", WAS ADOPTED AND APPROVED AS PART OF THE "ZONING ORDINANCE- VILLAGE OF SUSSEX, WISCONSIN", ON FEBRUARY 29, 1998 AND IS AVAILABLE IN THE OFFICE OF THE VILLAGE CLERK. CHANGES THEREAFTER, SHALL NOT BECOME EFFECTIVE UNTIL ENTERED AND ATTESTED ON THIS CERTIFIED COPY.



DRAFT 2022 ZONING MAP without Overlays  
FOR THE  
VILLAGE OF SUSSEX

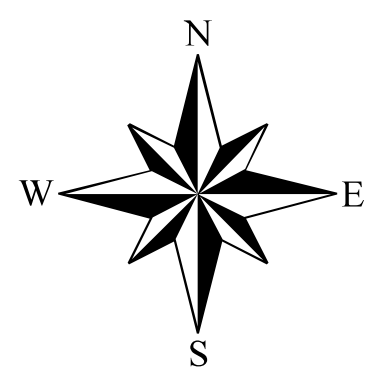
ATTESTATION:

VILLAGE PRESIDENT

DATE

VILLAGE CLERK

DATE



0 400 800 1,600  
Feet

Ruekert • Mielke



Tax Key	Proposed Zoning District
SUXV0282979003	Rs-3 Single Family Residential
SUXV0282979004	Rs-3 Single Family Residential
SUXV0199989004	Rs-2 Single Family Residential
SUXV0199989005	Rs-2 Single Family Residential
SUXV0199989003	Rs-2 Single Family Residential
SUXV0199989002	Rs-2 Single Family Residential
SUXV0229992001	Rs-1 Single Family Residential
SUXV0256994001	Rs-3 Single Family Residential
SUXV0256994003	Rs-3 Single Family Residential
SUXV0256994002	Rs-3 Single Family Residential
SUXV0204993004	Rs-2 Single Family Residential
SUXV0204993005	Rs-2 Single Family Residential
SUXV0204993003	Rs-2 Single Family Residential
SUXV0204993007	Rs-2 Single Family Residential
SUXV0201998004	Rs-1 Single Family Residential
SUXV0201998003	Rs-1 Single Family Residential
SUXV0199989009	CR-1 Conservancy Residential
SUXV0198995003	CR-1 Conservancy Residential
SUXV0253998001	Rs-3 Single Family Residential
SUXV0229992004	Rs-3 Single Family Residential
SUXV0229992003	Rs-3 Single Family Residential
SUXV0225997001	Rs-3 Single Family Residential
SUXV0225997002	Rs-3 Single Family Residential
SUXV0199989008	Rs-2 Single Family Residential
SUXV0199989006	Rs-2 Single Family Residential
SUXV0199989007	Rs-2 Single Family Residential
SUXV0248980002	Rs-3 Single Family Residential
SUXV0248980003	Rs-3 Single Family Residential
SUXV0248980001	Rs-3 Single Family Residential
SUXV0250993004	B-1 Neighborhood Business
SUXV0250993002	B-1 Neighborhood Business
SUXV0250993003	B-1 Neighborhood Business
SUXV0194992002	Rs-1 Single Family Residential
SUXV0194992003	Rs-1 Single Family Residential
SUXV0194992005	Rs-1 Single Family Residential
SUXV0194992004	Rs-1 Single Family Residential
SUXV0197998002	Rs-1 Single Family Residential
SUXV0194992001	Rs-1 Single Family Residential
SUXV0251991005	SFRD-3 Single Family Attached
SUXV0251991004	SFRD-3 Single Family Attached
SUXV0250993001	SFRD-3 Single Family Attached
SUXV0199989001	Rs-2 Single Family Residential
SUXV0198995001	Rs-1 Single Family Residential
SUXV0198995002	Rs-1 Single Family Residential

SUXV0198995004	Rs-1 Single Family Residential
SUXV0198995005	Rs-1 Single Family Residential
SUXV0204993002	Rs-2 Single Family Residential
SUXV0204993001	Rs-2 Single Family Residential
SUXV0204993008	Rs-2 Single Family Residential
SUXV0204993009	Rs-2 Single Family Residential
SUXV0229992002	Rs-2 Single Family Residential
SUXV0229992007	Rs-2 Single Family Residential
SUXV0229992008	Rs-2 Single Family Residential
SUXV0229992006	Rs-2 Single Family Residential
SUXV0229992005	Rs-2 Single Family Residential
SUXV0251991002	BP-1 Business Park District
SUXV0251991001	BP-1 Business Park District
SUXV0276997001	B-3 Highway Business
SUXV0204993006	Rs-2 Single Family Residential
SUXV0203993002	TS-1 Traditional Suburban Single Family
SUXV0203993003	TS-1 Traditional Suburban Single Family
SUXV0203993001	TS-1 Traditional Suburban Single Family
SUXV0251991006	Rs-2 Single Family Residential
SUXV0194992006	Rs-3 Single Family Residential
SUXV0201998005	Rs-1 Single Family Residential

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Virtual Plan Commission meeting held on April 21, 2020.**

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

Members present: Commissioners Deb Anderson, Amanda Schauer, David Ray, Annette Kremer, Roger Johnson, Trustee Scott Adkins and Village President Anthony LeDonne.

Members excused: None

Others present: Village Administrator Jeremy Smith, Asst. Village Administrator Kelsey McElroy-Anderson, Village Attorney John Macy, Assistant Development Director Kasey Fluet, Village Engineer Judy Neu, Deputy Clerk Linda Steinmetz 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 February 18, 2020 and April 15, 2020.**

A motion by Schauer, seconded by Kremer to approve the minutes of the Plan Commission meeting of February 18, 2020 and April 15, 2020 as presented. Motion carried 7-0.

**Consideration and possible action on a Plan of Operation and site plan for Athletico Physical Therapy (N63W23675 Main Street Suite # TBD).**

Jennifer Wingelnik spoke on behalf of Athletico Physical Therapy, N63W23675 Main Street: business will provide physical therapy, occupational therapy, sports rehabilitation and work rehabilitation at new location. Company is excited to expand their patient base to Sussex.

Mrs. Fluet reviewed the Plan Staff Memo (copy attached); stating this site is zoned B-4. The general medical services is a permitted use in accordance with Section 17.0419 (C)(3)(d) in the B-4 Central Mixed Use District. Athletico is proposing to open a 3,000 square foot location to service clients for physical, occupational, sports, and work related therapy services. They will have 5 employees, hours of operation will be Monday through Friday 7:00 a.m. to 7:00 p.m. and Saturday 7:00 a.m. to 12:00 p.m. The site has 123 surface parking stalls, 12 on street parking and 4 off-site parking, this user will require 10 stalls. The developer of the building is submitting a master sign plan for this building to be reviewed by the ARB, once approved all future sign plans for this complex can be approved by the Building Inspector.

Plan Commission Comments: none

A motion by Johnson, seconded by Kremer to approve the Plan of Operation and site plan for Athletico Physical Therapy (N63W23675 Main Street Suite # TBD) a finding that the use and structures meet the principals of 17.1002(A-H), subject the standard conditions of Exhibit A. Motion carried 7-0.

**Consideration and possible action on a Plan of Operation and site plan for Apothic Restaurant, Beer Garden and Mama Mia's (N63W23675 Main Street Suite # TBD).**

Chaz Hastings spoke on behalf of Apothic Restaurant, Beer Garden and Mama Mia's, N63W23675 Main Street: Restaurant names have been changed to Tequila (Apothic) and El Vino (Mama Mia's). Restaurants will be located in the west end of the building and have glass garage doors that will open on warmer days. Tequila will offer high end Mexican cuisine with full bar service and feature an outdoor beer garden which includes leased park land to the west. El Vino will offer carry-out pizza and LaCopa gelato.

Plan Commission comments: Commissioner Johnson stated the site plan makes it appear as if the restaurant owns the park land. There should be a definite distinction between the two properties. Tables are ok, but he is not in favor of having no distinction between the park land and the restaurant property.



Mr. Smith stated Mr. Hastings has leased that area of the park for the Beer Garden with Village Board approval. The Beer Garden area will be landscaped to separate it from the rest of the park so patrons know where alcohol is permitted.

Mrs. Fluet reviewed the plan staff memo (copy attached); stating the site is zoned B-4. The restaurants and outdoor beer garden are a permitted use in accordance with Section 17.0419 (C)(1)(c) in the B-4 Central Mixed Use District. Tequila will occupy 3,000 square feet and will offer higher-end Mexican cuisine with a full service bar and next door will be El Vino occupying 1,500 square feet for carry out pizza and gelato. Tequila will be on the west side of the building in the end tenant and will be able to utilize the outdoor patio some of which extends into the Old Brooke Square Park for outdoor seating and the beer garden customers. The owner will need to apply for and receive approval by the Finance Committee and Village Board of a liquor license, approval by the Waukesha County Health Department, each year the owner must receive approval for an Outdoor Establishment Permit. Hours of operation will vary for each business, Tequila will offer breakfast and both places will close at the required time according to their liquor license. The site has 123 surface parking stalls, 12 on street parking and 4 off-site parking, with 50 stalls already allocated (40 residential, 10 commercial tenants). This user will require 20 stalls, leaving 69 spaces for the remaining approximately 12,000 square feet of commercial space, which should be sufficient following traditional parking ratios.

The owner has submitted an outdoor patio plan, the plan should be reviewed by the Architectural Review Board and the Village Engineer to address sufficient screening and grading issues between the site and the park.

The developer of the building is submitting a master sign plan for this building to be reviewed by the ARB, once approved all future sign plans for this complex can be approved by the Building Inspector.

When asked if there were any concerns with the site plan, Commissioner Johnson stated he objected to the current site plan.

A motion by Kremer, seconded by Schauer to approve the Plan of Operation and site plan for Tequila Restaurant, Beer Garden and El Vino (N63W23675 Main Street Suite # TBD) with a condition to add screening and address grading issues between the site and the park, a finding that the use and structures meet the principals of 17.1002(A-H), and the standard conditions of Exhibit A.

Motion carried 6-1. Commissioner Johnson voted "Present".

**Consideration and possible action on a Plan of Operation, site plan, architectural plan, lighting plan and landscape plan for Prestwick Group-Stirling Building (W248N5565 Executive Drive).**

John Kutz and Stu LaRose of MSI General, W215 E Wisconsin Ave, Nashotah, WI spoke on behalf of Prestwick Group, W248N5565 Executive Drive: Company plans to build a 41,000 sq. ft. building north of their current location to house the Stirling Furnishings operations which manufacture furniture. Business is moving from Hartland to Sussex. Site will have two access points from Executive Drive. Building is precast concrete similar to current building – 32 feet high. New building will share a parking lot with current building. Parking will be to the south with loading docks facing south. Parking lot and building will have LED lighting to match lighting on existing building. There will be screening along Executive Drive to block the docks, trees along STH 164 will remain and landscaping added around building with trees in parking lot islands.

Mrs. Fluet reviewed the plan staff memo (copy attached) stating the site is zoned BP-1. The manufacturing and assembling of product is a permitted use in accordance with Section 17.0420 (A)(6) in the BP-1 Business Park District. Prestwick Group is moving a division of their company from Hartland to the vacant lot just north of their headquarters. Prestwick will build a 41,200 square foot building for the Stirling Furnishings operations to locate to. With Prestwick's expansion and the new Stirling building a shared parking lot will be added creating 199 stalls and a cross access agreement is recorded on CSM #11978. Stirling has 35 employees and hours of operation will be Monday through Thursday 5:00 a.m. to 9:00 p.m.

VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on July 8, 2020.

Assistant Development Director Kasey Fluet called the meeting to order at 4:02 p.m.

Due to the absence of Anthony LeDonne, Fluet asked the members to appoint a Chair Person Pro Tem, a motion from Foxe, seconded by Zoellick to appoint Melissa Granicki Chair Person Pro Tem for this meeting. Motion carried.

Members present: Greg Zoellick, Gary Foxe, Melissa Granicki and Mike Knapp (arrived at 4:05p.m.).

Members absent: Anthony LeDonne

Others present: Kasey Fluet, Assistant Development Director (ADD).

**Consideration and possible action on the minutes of June 3, 2020.**

A motion by Foxe, seconded by Zoellick to approve the minutes of the meeting held on June 3, 2020. Motion carried.

**Consideration and possible action on a site plan, architecture, lighting plan, landscape plan and sign plan for Dunkin'/Baskin Robbins W249N6478 STH 164.**

Nikoletta Scarlatis architect for the project was present for this matter.

Fluet reviewed memo (copy attached) starting with the site plan. Foxe asked why the site only had one handicap stall and Taco Bell has two. Fluet stated the code only requires one. Foxe stated the sidewalks should have ramps for easy pedestrian access.

Site – it was consensus of the ARB an additional handi cap stall should be added to the site and a ramp added to the east pedestrian way sidewalk.

Scarlatis present the materials to be used on the building. The lannon stone will also be used on the monument sign (see photo attached).

Architecture – It was the consensus of the ARB the architecture plan meets the requirements.

Lighting – It was the consensus of the ARB the lighting plan meets the requirements.

Landscape – It was the consensus of the ARB the landscape plan meets the requirements.

Sign- It was the consensus of the ARB the sign plan meets the requirements.

A motion by Granicki, seconded by Foxe to approve the site, architectural, lighting, landscape and sign plans for Dunkin'/Baskin Robbins W249N6478 STH 164 with the following conditions:

- Add a second handicap stall to the site.
- Add a ramp at the east parking lot pedestrian way.

Motion carried.

**Consideration and possible action on an outdoor patio landscape plan for Tequila Restaurant and Beer Garden establishments at Mammoth Springs at The Corners N63W23675 Main Street.**

Arthur Sawall owner of building was present for this matter.

Fluet reviewed memo (copy attached). Sawall reviewed the site plan and presented a photo of the hydrangea bush to be planted along the patio. Zoellick stated he did not like a white bloom variation of the plant.

A motion by Granicki, seconded by Foxe to approve the hydrangea bushes to be used for the landscape screening around the patio, color of blooms should be any color other than white.

Motion carried.

**Consideration and possible action on Mammoth Springs at The Corners master sign plan for retail tenant spaces N63W23675 Main Street.**

Arthur Sawall owner of building was present for this matter.

Fluet reviewed the memo (copy attached). Sawall reviewed the master sign plan (copy attached). Sawall stated he had a sign company draft the plan. Sawall pointed out it is important to have a sign plan to give to potential tenants. The signs will be face illuminated and not externally lit, all signs will have steady illumination.

A motion by Granicki, seconded by Foxe to approve the master sign plan for Mammoth Springs at The Corners N63W23675 Main Street.

Motion carried.

A motion by Granicki, seconded by Zoellick to adjourn the meeting at 4:57 p.m.

Motion carried.

Respectfully submitted,  
Kasey Fluet, Assistant Development Director



DATE: 03/16/20





Legend

- Municipal Boundari
- Parcel\_Dimension
- Note\_Text\_2K
- Lots\_2K
  - Lot
  - Unit
  - General Common
  - Outlot
- SimultaneousCon
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartoline\_2K
  - EA-Easement\_Lin
  - PL-DA
  - PL-Extended\_Tie\_
  - PL-Meander\_Line
  - PL-Note
  - PL-Tie
  - PL-Tie\_Line
  - <all other values>
- Railroad\_2K

0 46.77 Feet

Notes:

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