

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, April 16, 2024
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

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

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

Members excused: Commissioner Mike Schulist

Others present: Community Development Director Gabe Gilbertson, Village Attorney John Macy, Village Administrator Jeremy Smith, Village Engineer Judy Neu, Deputy Clerk Jen Boehm, applicants, and members of the public.

A quorum of the Village Board was not present at the meeting.

Consideration and possible action on the minutes for the Plan Commission meeting of March 19, 2024.

A motion by Muckerheide, seconded by Knapp to approve the minutes of the Plan Commission meeting of March 19, 2024 as presented.

Motion carried 6-0

Discussion and possible action on a Conditional Use Permit for a Club Carwash located at W248N5221 Executive Dr in the B-3 Highway Business Zoning District.

Commissioner Knapp would like the applicant to explain why he thinks that site is the best spot for that business during the public hearing next month.

A motion by LeDonne, seconded by Muckerheide to schedule the public hearing for the May 21, 2024 Plan Commission meeting.

Motion carried 6-0

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

No one from the public spoke.

Davinder Toor, 12033 W Wilbur Ave, Greenfield, was present and available for questions. He stated that they currently do not recycle water, but are looking into implementing the change and he did receive and agrees to the Conditional Use Permit.

A motion by LeDonne, seconded by Muckerheide to close the public hearing.

Motion carried 6-0

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

A motion by LeDonne, seconded by Muckerheide to approve the Conditional Use Permit for Mr. D's Carwash located at the property identified by Tax Key Number 231.997.014 in the B-3 Highway Business Zoning District subject to the standard conditions of Exhibit A, and the following conditions:

1. Recording the Declaration of Restrictions with the Waukesha County Register of Deeds and providing a copy of the recorded document to Village Staff.
2. Submitting a revised site plan to Staff that includes additional evergreen trees on the northern corner of the subject property to provide additional screening from the residential multi-family buildings to the north.
3. Submitting revised elevations to Staff that provide the required amount of window and door openings on the street yard elevation facing State Highway 164.
4. Submitting a lighting plan to Staff that meets the requirements of the Sussex Design Standards.
5. Submitting a Stormwater Management Plan and Stormwater Management Agreement for review and approval by the Village Engineer.

Has the Petitioner provided substantial evidence with regards to the following Standards/Regulations?

The Application is complete and consistent with 17.0502: Yes

The use(s) and plans are compliant with 17.0503 (Review of CU's): Yes

The use(s) and plans are compliant with 17.0200 (General Conditions): Yes

The uses(s) and plans are compliant with 17.0418 B-3 Highway Business District: Yes

The uses(s) and plans are compliant with 17. 1000 (Site Plan Review): Yes

Has the Petitioner provided substantial evidence and adequately addressed the findings of the impact report per 17.0506.A. Yes

Has the Petitioner provided substantial evidence with regards to the Conditional Use Permit as follows:

A.3.A. Site Plan Standards compliance: Yes

A.3.B. Plan of Operation compliance: Yes

A.3.C. Various Plan(s) compliance: Yes

A.4.-16. CU condition compliance: Yes

B-L. Administrative CU Condition compliance: Yes

Motion carried 6-0

Consideration and possible action on a Resolution recommending the Village Board adopt an Ordinance amending the Land Use for the parcels identified by Tax Key Numbers 256.994.003, 256.994.001, 282.979.003, and 282.979.004 to the Medium Density Single Family Residential Land Use classification and the parcel identified by Tax Key Number 276.997.001 to the Commercial Land Use classification.

A motion by LeDonne, seconded by Muckerheide to approve the Resolution and direct Staff to schedule a public hearing for the May 28, 2024 Village Board meeting and to recommend the Village Board adopt the Ordinance to amend the Land Use Plan Map, a component of the Comprehensive Plan, for the parcels identified by Tax Key Numbers 256.997.003, 256.997.001, 282.979.003, and 282.979.004 to the Medium Density Single Family Residential Land Use classification and the parcel identified by Tax Key Number 276.997.001 to the Commercial Land Use classification.

Motion carried 6-0

Consideration and possible action on a recommendation to the Village Board for a Rezoning Ordinance that would Rezone 64 parcels that were recently annexed into the Village of Sussex as part of the Cooperative Plan between the Village of Sussex and Town of Lisbon.

A motion by LeDonne, seconded by Anderson to direct staff to schedule a public hearing for the May 28, 2024 Village Board meeting and to recommend the Village Board adopt the proposed Ordinance rezoning the 64 parcels that were recently annexed into the Village of Sussex as part of the Cooperative Plan between the Village of Sussex and Town of Lisbon.

Motion carried 6-0

Other Items for Future Discussion

Commissioners Johnson and Knapp would like Dean Myers from the Private Car Hobby, N63W23991 Main Street, to speak with the Plan Commission about ongoing complaints.

Adjournment

A motion by LeDonne, seconded by Anderson to adjourn the meeting at 6:53pm.

Motion carried 6-0

Respectfully submitted,
Jen Boehm
Deputy Clerk