

**Village of Sussex**  
**Housing Affordability Report**  
**Published February 5, 2025**  
**Covering Permit Year 2024**

**Purpose**

This annual report complies with the adopted Housing Affordability Report requirements contained in Section 66.10013 of Wisconsin Statutes and is intended to document implementation of the housing element of the Comprehensive Plan. The Village Board approved an update to the Comprehensive Plan in May 2018.

**Comprehensive Plan Implementation**

The development and maintenance of high-quality homes and neighborhoods is a high priority for the Village of Sussex. As such, seven goals related to housing were included in the 2040 Comprehensive Plan. Each of these housing goals are identified below, with the ways the Village implemented them in 2024.

1. *Monitor the composition of the housing stock to maintain a mixture of housing styles appropriate for the local marketplace, while keeping in mind broader trends in Southeast Wisconsin and the United States.*

In 2019, the Plan Commission approved the plat for this 176-acre residential development behind Kohl's. In 2023, the developer purchased the remaining developable land for the Vista Run subdivision, which is a conservation style subdivision with a mix of housing types. The goal of this development is to serve a variety of lifestyles and is proposed to include seven housing types: senior and multifamily housing; single-family side-by-side units; townhomes with two-car garages; condominiums to target people who are downsizing; villas on 9,000-square-foot lots, medium-sized homes on 12,000-square-foot lots, and estates on 15,000-square-foot lots. All of these new residential units will adhere to the same quality of architecture; however, cost saving measures such as smaller lot sizes, smaller setbacks, and more density have been implemented. In 2024 there were 53 building permits submitted to the Village for the Vista Run subdivision: 16 condo units and 37 single family houses.

2. *Increase the number of condominium style or apartment style housing units for professionals, elderly, and workers, but focus said development in the Downtown. Two-families and single-family attached developments may make sense as buffers between single-family and other uses outside of the downtown. The community does not want to see an increase in the ratio of multifamily to single-family.*

Construction of The Corners at Mammoth Springs was finished in 2021. This three-story mixed-use building is located in the Downtown at the corner of Silver Spring and Main Street. The building includes 40 apartment units on the second and third floors. The first floor includes approximately 18,000 square feet of multi-tenant retail space available. Twelve of the 40

apartment units were granted occupancy in 2020 and the remaining 28 were granted occupancy in 2021.

**3. *Transition to conservation style subdivisions as growth develops at the outer rings of the Village towards the Town of Lisbon.***

- In 2024, 1 building permit were granted in the Ancient Oaks Subdivision, which is a conservation style subdivision that includes 38 lots that range in size from 15,000 to 20,000 square feet and preserves 30 acres of forest. This was the final building permit for this subdivision and it is now completely built out.
- 12 building permits were granted in Sussex Preserve in 2024. Sussex Preserve is located on Maple Avenue, south of Clover Drive. This conservation style subdivision includes a pool for residents and open space on the south and west sides of the development.
- The new Vista Run subdivision highlighted earlier in this report is also a conservation style subdivision with approximately 63 acres of open space. There will be a central park and playground; miles of walking trails; and community amenities for residents. In 2024, building permits were granted for 16 condo units and 37 single family houses.
- Redford Hills, a new single family conservation style subdivision located on Richmond Road, north of the new Highlands Industrial Park, had 10 building permits issued in 2024. There are a total of 45 lots in this subdivision.
- 21 building permits were issued in Woodland Trails, a conservation subdivision in the northeast corner of the Village.
- 12 building permits were issued in the Golden Fields of Sussex subdivision. This subdivision has 26 lots on a 20-acre parcel that was annexed into the Village in 2023. This would be an infill development with Stonewood Estates in the Village of Sussex to the east and developed neighborhoods in the Village of Lisbon to the north, west, and south.

**4. *Focus middle density housing to in-fill areas where similar size housing already exists.***

As previously discussed, the final building permit was granted in the Ancient Oaks Subdivision. This is an in-fill development that connected Donna Drive and Red Oak Knoll. The proposed lot and home sizes are similar to the housing that already existed in the Prides Crossing neighborhood.

A Final Plat was approved in 2023 for the Golden Fields of Sussex subdivision. This subdivision has 26 lots on a 20-acre parcel that was annexed into the Village in 2023. This would be an infill development with Stonewood Estates in the Village of Sussex to the east and developed neighborhoods in the Village of Lisbon to the north, west, and south. These lots will be similar in size to the Stonewood Estates subdivision to the east.

**5. *Promote the development of housing to meet the demands of population growth.***

- a. New development will be subject to controlled growth phasing based on the availability of sewer and other municipal services. This impacts growth in the north by necessitating growth from east to west due to sewer service.*
- b. All development and redevelopment are subject to design guidelines.*

The Village continues to adhere to design guidelines as well as controlled growth based on the availability of sewer and other municipal services; however, the Village also recognizes the need for affordable and diverse housing options in the community. As a result, 54% of the 118 new single family residential permits issued in 2024 were valued at or below \$300,000 and all of the condo units with permits issued for in 2024 were valued at work below \$300,000. This value is based on the amount stated by the builder on the building permit.

- 6. Provide a range of housing choices that meet the needs of persons of all income levels and of all age groups and persons with special needs.*
  - a. Adequate moderate priced housing units should be provided.*
  - b. Additional senior housing should be provided.*

The Village's efforts to provide moderate priced housing was addressed above. In 2022 The Courtyard at Sussex completed construction and opened. The new 103,999 square foot facility is located at the corner of Hickory Drive and Silver Spring. It includes 110 units, 58 units for residential care apartments (10-studio, 42-one bedroom and 6-two bedroom) 27 assisted living units and 25 memory care units. In 2024, the Village began discussions with other senior housing developers to locate additional sites suitable for development.

- 7. Existing housing stock will be properly maintained or rehabilitated*
  - a. Adopt neighborhood programs that encourage home rehabilitation projects.*

Maintenance of the existing housing stock is also an important component of affordable and quality housing in the community. The Village addresses code compliance issues on a complaint basis and connects individuals to resources when needed. Most Homeowner's Associations in the community are also still active and provide additional oversight.

#### **Specific Provisions of Wisconsin Statute 66.10013**

Section 66.10013 not only requires the Village of Sussex to prepare a report of the municipality's implementation of the housing element of the municipality's comprehensive plan, it specifically requires the report to contain five (5) elements. These required elements are outlined below.

- 1. The number of subdivision plats, certified survey maps, condominium plats, and building permit applications approved in the prior year.*

In 2024, the Village approved 2 subdivision final plats for Phases 5 and 6 of Vista Run and one residential certified survey map combining 4 lots into two lots, and 128 residential building permits. The breakout of these building permits is outlined below.

Issued Building Permits - 2024	
Type	Quantity
New Construction - Single Family	118
New Construction - Condominium	10
Other	0
Total	128

2. *The total number of new residential dwelling units proposed in all subdivision plats, certified survey maps, condominium plats, and building permit applications that were approved by the Village in the prior year.*

In 2024, 67 single family lots were approved as part of the Phase 5 and 6 final plats for the Vista Run subdivision. No new subdivision plats were approved in 2024.

3. *A list and map of undeveloped parcels in the municipality that are zoned for residential development.*

There are 42 parcels that are intended for residential development and currently undeveloped within the Village. The Village entered into a Boundary Agreement with the Village of Lisbon in 2001 and 2020. This Agreement defines the Village's growth area. Appendix "A" contains the complete list of all undeveloped parcels in the Village that are intended for residential development. There is also a map that shows the location of the noted parcels. All the undeveloped parcels in the Village of Sussex prior to the annexation as part of the Boundary Agreement are zoned for residential development and the parcels that were annexed from the Village of Lisbon will be rezoned to residential.

4. *A list of all undeveloped parcels in the municipality that are suitable for, but not zoned for, residential development, including vacant sites and sites that have potential for redevelopment, and a description of the zoning requirements and availability of public facilities and services for each property.*

All of the undeveloped parcels in the Village of Sussex that are suitable for residential development have been zoned as such. There are properties that were previously in the Village of Lisbon that came into the Village of Sussex per the Boundary Agreement in 2023 that will go through a rezoning process to apply a residential zoning classification to the parcels suitable for residential development.

5. *An analysis of the municipality's residential development regulations, such as land use controls, site improvement requirements, fees and land dedication requirements, and*

*permit procedures. The analysis shall calculate the financial impact that each regulation has on the cost of each new subdivision. The analysis shall identify ways in which the municipality can modify its construction and development regulations, lot sizes, approval processes, and related fees to do each of the following:*

- a. Meet existing and forecasted housing demand.*
- b. Reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent.*

The Village of Sussex 2040 Comprehensive Plan states that approximately 1,800 new housing units need to be constructed by 2040 to reach the targeted population growth. In 2024, permits were issued for 108 new single family housing units and 10 condo units, which is above the pace of 78 units per year needed to meet the goal outlined in the 2040 Comprehensive Plan. There continues to be a lot of interest in building in the Village of Sussex.

### **Land Use Controls**

Residential development within the Village of Sussex is managed primarily through the zoning code, land development code, and building code. The Village of Sussex allows Planned Development Overlays. This process can be used by the developer to request modifications to the zoning code such as approval for smaller lots and/or setbacks. The Village works with the developer to meet market demands, diversify the housing stock, and reduce housing costs all while ensuring quality housing throughout the community. An example is allowing a 10-foot side-yard setback in the Sussex Preserve Subdivision and the new Vista Run development is proposed to have 65-foot front yard widths. These modifications allow for more housing in a development and promote housing affordability.

### **Site Improvement Requirements**

The Village of Sussex requires standard improvements for new subdivisions including paved streets, curb/gutter, public water and sewer, gas and electric, sidewalks, and stormwater management. The cost of these improvements varies drastically and are largely outside of the Village's control. The Village continues to evaluate these standards and works to balance cost with long-term community needs. As part of this evaluation, the Village reviewed the 36-foot width requirement for streets, which was originally required for public safety purpose. It was determined that 32-foot roads were sufficient for the Fire Department. As a result, this road width standard changed in practice in 2015, and has resulted in lower costs for developers. The Village of Sussex also takes over the management of stormwater ponds after the improvements are completed. This results in lower homeowner association fees for residents in these subdivisions.

### **Fees and Land Dedication Requirements**

The Village of Sussex maintains park and library impact fees for new residential developments totaling \$5,885.21 per unit for 20024. The impact fees were developed

and implemented consistent with the requirements of Wis. Stats. Section 66.0617. The amount of park impact fees may be reduced based on the amount of land dedicated to the public for park purposes, if any. The Village of Sussex also has a program that allows developers to request that the Village Administrator reduce the park and library impact fees for memory care units (or similar) down to 50% of the full fee. The residential impact fees are assessed following approval of the final subdivision plat or certified survey map creating the new parcel of land. Usage of the impact fee revenue follows the time and use requirements of state statute.

**Permit Procedures**

The Village of Sussex works hard to offer building inspection services in a cost effective and efficient manner. Most residential building permit applications are available on the Village website. The Village offers in-house plan review, which results in a quicker turnaround for planning approval. Inspections can also typically be scheduled within two business days Monday through Thursday.

**Reduce the Time to Develop a New Residential Subdivision by 20%**

The actual time to develop a subdivision varies greatly based on a variety of factors, including its size, necessary grading, and the time of year the construction takes place in. Since these issues are out of the control of the Village, this analysis does not account for this timeframe. The below table outlines the estimated time needed to obtain regulatory approval for a subdivision.

Timeframe for Regulatory Approval	
Residential Development Regulation	Months
<b>Land Use Controls</b>	
Comprehensive Plan Amendment	3
Zoning Change	3
<b>Site Improvement Requirements</b>	
Preliminary Plat	4
Developer's Agreement	1
Final Plat	2
<b>Permit Procedures</b>	0.5
<b>Total</b>	13.5
<b>20% Reduction</b>	2.7

In order to reduce the regulatory approval timeframe by the 20%, as called for in the State Statute, three months should be eliminated. The Village has looked at lands suitable for residential development and has classified these lands for residential development. By removing the time necessary to amend the Comprehensive Plan and change the zoning, the Village reduces the time to develop a new residential subdivision by over 40%.

### **Reduce the Costs to Develop a New Residential Subdivision by 20%**

The Chief Economist for the National Association of Home Builders, Robert Dietz, stated that there are three major issues that stand in the way of making construction of \$300,000 houses economically feasible: labor, lots, and lumber.<sup>1</sup> The Village has no control over two of those issues – labor and lumber. The Village has a small impact on the cost and quantity of lots, and as such continues to work with developers to reduce costs as much as possible. One area the Village has direct control over is building and impact fees. In 2024, the average single-family new home value was \$358,847.16. The Village, on average collected \$19,543.17 in building and impact fees for a newly constructed single-family home. This is only 5.4% of the total value of the home. For further perspective, the 2017 NAHB Construction Cost Survey identifies national average soft costs as a percentage of overall home cost: Profit: 10.7%, Overhead and General Expenses 5.1%, Sales Commission: 4.1%, Financing Cost 1.8%, and Marketing Cost: 1.2%.<sup>2</sup> In order to reduce these fees by 20% the developer could much more efficiently design their subdivisions with the detail necessary to meet the specifications so that when it is reviewed by the Village Engineering, they are doing quality control work only, and not having to go through multiple iterations of design. The current process used by Developer's results in significant costs.

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<sup>1</sup> Gores, Paul (June 2018) Rising costs for labor, lots and lumber pushing up new home prices, industry pros say <https://www.jsonline.com/story/money/business/2018/06/08/rising-costs-labor-lots-lumber-push-up-home-prices-industry-says/684998002/>

<sup>2</sup> "Ford, Carmel (December 2017) Cost of Constructing a Home: Special Study for HousingEconomics.com. Retrieved from National Association of Homebuilders website: <https://www.nahbclassic.org/generic.aspx?genericContentID=260013/> 4