

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, JANUARY 21, 2025
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

The meeting was called to order by President LeDonne at 6:32pm at the Sussex Civic Center – Board Room 2nd Floor N64W23760 Main Street, Sussex, WI.

Members present: Commissioners Kasey Fluett, Roger Johnson, Debbie Anderson, Trustee Greg Zoellick, and Village President Anthony LeDonne

Members excused: Commissioners Jim Muckerheide and Mike Knapp

Others present: Village Attorney John Macy, Village Administrator Jeremy Smith, Community Development Director Gabe Gilbertson, 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 to approve the minutes for the Plan Commission meeting of December 17, 2024.

A motion by Johnson, seconded by Fluett to approve the minutes of the Plan Commission meeting of December 17, 2024.

Motion carried 5-0

Consideration and possible action on a Conditional Use Permit for Caretta Senior Living Sussex, LLC for a senior living facility at the property identified by Tax Key Number 227.036 in the Vista Run Subdivision.

Commissioner Johnson requests a plan overview for transportation for residents without vehicles, the meal program, and the elevator capacity.

A motion by LeDonne, seconded by Anderson to direct Staff to schedule the public hearing for the February 18, 2025 meeting.

Motion carried 5-0

Reconvene the Public Hearing and consideration and possible action on a Conditional Use Permit amendment for Bubbles Foam Farm car wash 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.

Cameron McFarland, W215 E Wisconsin Ave, Nashotah, was present and accepted the Conditional Use Permit.

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

Motion carried 5-0

Discussion and possible action on a Conditional Use Permit for Bubbles Foam Farm car wash located at the property identified by Tax Key Number 231.997.014 in the B-3 Highway Business Zoning District.

Policy Questions:

Has the Petitioner provided substantial evidence proving they meet the standards/regulations of the Ordinance, the conditions and standards of the Conditional Use Permit, and the other conditions as set forth by the Plan Commission? Yes

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

A motion by LeDonne, seconded by Anderson for the Plan Commission to approve the Conditional Use Permit for 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. Providing staff with updated anticipated annual water usage and recording an executed RCA Sewer Agreement with the Waukesha County Register of Deeds and providing a copy of the recording document to Village Staff.
3. Submitting a Stormwater Management Plan and Stormwater Management Agreement for review and approval by the Village Engineer.

Motion carried 5-0

Discussion and possible action on an exception from the Sussex Design Guidelines for a reduction in the window openings from 33% to 16% on the Hwy 164 elevation of the Bubble Foam Farm Car Wash located at the property identified by Tax Key Number 231.997.014 in the B-3 Highway Business Zoning District.

A motion by Johnson, seconded by LeDonne to approve the requested exception from the Sussex Design Guidelines for a reduction in the window openings from 33% to 16% on the Hwy 164 elevation of the Bubble Foam Farm Car Wash located at the property identified by Tax Key Number 231.997.014 in the B-3 Highway Business Zoning District.

Motion carried 5-0

Consideration and possible action on a sign permit application for Club Car Wash to allow three wall signs at the property located at W248N5221 Executive Dr.

Michael Leidig, W284N5221 Executive Dr, Sussex, was present. He stated that Club Carwash sees having 3 signs as a huge benefit. All cars coming in and out of the carwash will see them and it creates brand recognition.

A motion by Anderson, seconded by Fluet to approve the request for three wall signs for Club Car Wash located at W248N5221 Executive Dr.

Motion carried 5-0

Other Items for Future Discussion

Adjournment

A motion by LeDonne, seconded by Fluet to adjourn the meeting at 7:02pm.

Motion carried 5-0

Respectfully submitted,
Jen Boehm
Deputy Clerk