

**VILLAGE OF SUSSEX  
PLAN COMMISSION  
6:30PM TUESDAY, FEBRUARY 18, 2025  
SUSSEX CIVIC CENTER – BOARD ROOM 2<sup>ND</sup> FLOOR  
N64W23760 MAIN STREET**

The meeting was called to order by President LeDonne at 6:35pm at the Sussex Civic Center – Board Room 2<sup>nd</sup> 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, Assistant Village Administrator Katherine Gehl, Community Development Director Gabe Gilbertson, 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 January 21, 2025.**

A motion by Fluett, seconded by Zoellick to approve the minutes of the Plan Commission meeting of January 21, 2025.

Motion carried 5-0

**Consideration and possible action on a plan of operation for WI Buildings Supply located at W251N5490 Business Dr in the BP-1 Business Park District.**

A motion by LeDonne, seconded by Johnson to approve the Plan of Operation for WI Buildings Supply located at W251N5490 Business Dr in the BP-1 Business Park District, subject to the standard conditions of Exhibit A and that there is no outdoor storage allowed without a Conditional Use Permit.

Motion carried 5-0

**Consideration and possible action on a Conditional Use Permit for Drexel Building Supply for an outdoor lumber yard located at W232N5700 Waukesha Ave in the B-3 Highway Business District.**

The applicant was not present at the meeting. The Plan Commission would like to know: Will there be outdoor storage if there will be outdoor storage and will there be retail as well as wholesale.

A motion by Johnson, seconded by Zoellick to schedule the public hearing for the March 18, 2025 Plan Commission meeting.

Motion carried 5-0

**Consideration and possible action on a Conditional Use Permit for Lake Country Wines, LLC for a wine processing facility located at N53W24880 S Corporate Cr in the BP-1 Business Park District.**

The applicant was present. The Plan Commission would like clarification:

If there is intent to have wine tasting

Will there be any retail components

Where will cases be relocated to

A motion by LeDonne, seconded by Zoellick to schedule the public hearing for the March 18, 2025 Plan Commission meeting.

Motion carried 5-0

**Consideration and possible action on a building addition to the home located at N64W23420 Main Street in the B-4 Central Mixed-Use District.**

The applicant was present. Kevin Minor, N74W22552 Twin Oaks, Sussex.

A motion by Johnson, seconded by Zoellick to approve the proposed home addition and garage at the property located at N64W23420 Main Street, subject to the standard conditions of Exhibit A.

Motion carried 5-0

**Consideration and possible action on a Resolution recommending the Village Board adopt an Ordinance to amend the Land Use component of the Comprehensive Plan for the property identified by Tax Key Number 244.993 from the Commercial Land Use Classification to the Industrial Land Use Classification.**

The applicant was present. Eric Neumann, 3316 West Links Dr., Franklin.

A motion by Fluett, seconded by Johnson to adopt a Resolution recommending the Village Board adopt an Ordinance to amend the Land Use component of the Comprehensive Plan for the property identified by Tax Key Number 244.993 from the Commercial Land Use Classification to the Industrial Land Use Classification.

Motion carried 5-0

**Consideration and possible action on a recommendation to the Village Board to adopt an Ordinance to Rezone the property identified by Tax Key Number 244.993 from the B-3 Highway Zoning District to the BP-1 Business Park Zoning District.**

The applicant was present. Eric Neumann, 3316 West Links Dr., Franklin.

A motion by LeDonne, seconded by Fluett to recommend the Village Board to approve the Ordinance rezoning the property identified by Tax Key Number 244.993 from the B-3 Highway Zoning District to the BP-1 Business Park Zoning District.

Motion carried 5-0

**Consideration and possible action on a recommendation to the Village Board to adopt an Ordinance to repeal and recreate Section 17.0420(A) regarding permitted uses in the BP-1 Business Park Zoning District and Section 17.0506(B)(3) regarding residential conditional uses.**

A motion by Johnson, seconded by Zoellick to table until the next Plan Commission meeting.

Motion carried 5-0

**Other Items for Future Discussion**

Johnson would like the CDA to review the downtown plan.

**Adjournment**

A motion by LeDonne, seconded by Zoellick to adjourn the meeting at 7:11pm.

Motion carried 5-0

Respectfully submitted,  
Jen Boehm  
Deputy Clerk