

**VILLAGE OF SUSSEX  
PLAN COMMISSION  
6:30PM TUESDAY, MARCH 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 6:30pm at the Sussex Civic Center – Board Room 2<sup>nd</sup> Floor N64W23760 Main Street, Sussex, WI.

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

Members excused: Commissioners Kasey Fluett and Jim Muckerheide

Others present: Village Attorney John Macy, Community Development Director Gabe Gilbertson, Village Engineer Judy Neu, Village Clerk Jennifer 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 February 18, 2025.**

A motion by LeDonne, seconded by Zoellick to approve the minutes of the Plan Commission meeting of February 18, 2025. (Knapp abstained)

Motion carried 4-0

**Consideration and possible action on a Plan of Operation for Alpha Wellness located at N64W24050 Main Street in the B-4 Central Mixed Use District.**

A motion by Zoellick, seconded by Knapp to approve of the Plan of Operation for Alpha Wellness located at N64W24050 Main Street subject to the standard conditions of Exhibit A.

Motion carried 5-0

**Consideration and possible action on a Plan of Operation for S&L Companies of Sussex LLC for the Culvers located at W249N6620 Hwy 164.**

The applicant was not present although the owner informed Gabe Gilbertson that he planned on being involved with the community.

A motion by LeDonne, seconded by Zoellick to approve of the Plan of Operation for S&L Companies of Sussex LLC for the Culvers located at W249N6620 Hwy 164 subject to the standard conditions of Exhibit A.

Motion carried 5-0

**Public Hearing and discussion 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.**

Albert Fleischman, N622 US Highway 45, Campbellsport was present. Stated he will clean up trash and weeds. No one from the public spoke.

A motion by LeDonne, seconded by Johnson to direct Staff to prepare the Conditional Use Order and to reconvene the public hearing on the Conditional Use Order at the April 15, 2025 Plan Commission meeting.

Motion carried 5-0

**Public hearing and discussion 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.**

John Bowler, N65W2308 Ruby Cir, Hartland was present. He stated there will not be sales to the public or wine tasting. No one from the public spoke.

A motion by LeDonne, seconded by Johnson to direct Staff to prepare the Conditional Use Order and to reconvene the public hearing on the Conditional Use Order at the April 15, 2025 Plan Commission meeting.

Motion carried 5-0

**Discussion and possible action on a Plan of Operation, site plan, landscape plan, architecture plan, and lighting plan for Mead and Hunt and a new industrial building located at W220N5603 Town Line Rd.**

Eric Neuman, 3316 W Links Dr, Franklin was present.

A motion by Knapp, seconded by Johnson to recommend approval of the Plan of Operation for Mead and Hunt and the site plan, landscape plan, architecture plan, and lighting plan for the new industrial building located at W220N5603 Town Line Rd, subject to the ARB investigating and determining whether or not decorative street lights were planned for and should be required, standard conditions of Exhibit A, and the following conditions:

1. The Village Board approving the submitted Land Use Amendment to the Industrial Land Use Classification and the Rezoning of the property to the BP-1 Business Park Zoning District.
2. Review and approval by the Architectural Review Board and any conditions added following their review.
3. Compliance with any comments and conditions of the Engineering Department.
4. Details are needed showing how the light poles are going to be installed. If mounted on concrete bases, the height of the base shall be included in the mounting height of the fixture and painted to match the building. The mounting height for all light fixtures shall not exceed 30' and needs to be shown or noted on the light plan.
5. All rooftop mounted HVAC units shall be screened.
6. Submitting a revised photometric plan that does not exceed .2 foot candles at the property lines.
7. Submitting a revised landscape plan that addresses the following:
  - a. Provides screening between the loading dock area and the rear property line where the pavement is 5' from the property line.

- b. Provides additional screening in the form of a fence along the drives leading up to the loading docks on the sides of the building.
- c. Provides additional trees to meet the minimum requirement of 91 trees.
- d. Provides details regarding the number of inches of trees being removed from the property and number of inches to be planted.

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 LeDonne to recommend the Village Board 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.

Motion carried 5-0

**Other Items for Future Discussion**

None

**Adjournment**

A motion by LeDonne, seconded by Zoellick to adjourn the meeting at 7:04pm.

Motion carried 5-0

Respectfully submitted,  
Jennifer Boehm  
Village Clerk