

**VILLAGE OF SUSSEX  
PLAN COMMISSION - DRAFT  
6:30PM TUESDAY, APRIL 15, 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 Jim Muckerheide, Kasey Fluett, Mike Knapp, Roger Johnson, Debbie Anderson, Trustee Greg Zoellick, and Village President Anthony LeDonne

Members excused: None

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 March 18, 2025.**

A motion by Muckerheide, seconded by Anderson to approve the minutes of the Plan Commission meeting of March 18, 2025.

Motion carried 7-0

**Reconvene the 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.**

Applicant was present, has received and accepted all the terms in the Conditional Use Permit. No one from the public spoke.

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

Motion carried 7-0

**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.**  
**Policy Questions:**

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-J. Various Plan(s) compliance: Yes**

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

**B-L. Administrative CU Condition compliance: Yes**

A motion by Knapp, seconded by Johnson to approve the Conditional Use Permit for Drexel Building Supply for an outdoor lumber yard located at W232N5700 Waukesha Ave in the B-3 Highway Business District subject to the standard conditions of Exhibit A.

Motion carried 7-0

**Reconvene the 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, N53W24880 South Corporate Circle on behalf of Lake County Wine was present and accepted the terms of the Conditional Use Permit.

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

Motion carried 7-0

**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.**

**Policy Questions:**

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 17.0420 BP-1 Business Park 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-J. Various Plan(s) compliance: Yes**

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

**B-L. Administrative CU Condition compliance: Yes**

A motion by Johnson, seconded by Muckerheide to approve the Conditional Use Permit for Drexel Building Supply for Lake Country Wines, LLC for a wine processing facility located at N53W24880 S Corporate Cr in the BP-1 Business Park District subject to the standard conditions of Exhibit A.

Motion carried 7-0

**Discussion and possible action on a building permit application for a gazebo exceeding 250 square feet located at W252N5046 Aberdeen Dr.**

A motion by LeDonne, seconded by Muckerheide to approve the gazebo based on the large size of the lot and th located in an obscure location.

Motion carried 7-0

**Discussion and possible action on a Plan of Operation, site plan, landscape plan, architecture plan, and lighting plan for a building expansion for Adron located at W251N5490 Business Dr.**

A motion by LeDonne, seconded by Fluett to recommend approval of the Plan of Operation, site plan, landscape plan, architecture plan, and lighting plan for a building expansion for Adron located at W251N5490 Business Dr, subject to standard conditions of Exhibit A, and the following conditions:

1. Review and approval by the Architectural Review Board and any conditions added following their review.
2. Compliance with any comments and conditions of the Engineering Department.
3. All rooftop mounted HVAC units shall be screened.
4. Submitting a revised landscape plan that includes 3 additional trees to meet the minimum requirements of the Sussex Design Standards.
5. Submitting revised elevations that include the overall window and door opening percentage on the street elevation.

Conditions 2, 4, and 5 have been satisfied.

Motion carried 7-0

**Discussion and possible action on a recommendation to the Village Board to adopt an Ordinance to repeal and recreate Section 17.0435(B) regarding the minimum area requirement for a residential Planned Development Overlay District.**

Johnson made a motion to recommend to the Village Board adopt an Ordinance to repeal and recreate Section 17.0435(B) regarding the minimum area requirement for a residential Planned Development Overlay District. Johnson did not receive a second.

A motion by Johnson, seconded by LeDonne to table the discussion and request the staff gather more information.

Motion carried 7-0

**Conceptual appearance and discussion for future development on the former Pheasant Farm property located on the west side of Hwy 164 and north of Richmond Road.**

Brian Lindgren, N27W24025 Paul Ct., Pewaukee was present and gave a presentation for 2 conceptual development proposals for the former Pheasant Farm property. The Plan Commission provided the applicant with their feedback. No action was taken.

**Other Items for Future Discussion**

Muckerheide is concerned about the dirt pile for the Wildflower subdivision. Requesting an update from Judy Neu regarding the erosion control permit.

**Adjournment**

A motion by Johnson, seconded by Knapp to adjourn the meeting at 8:01pm.

Motion carried 7-0

Respectfully submitted,  
Jennifer Boehm  
Village Clerk