

**VILLAGE OF SUSSEX
PLAN COMMISSION
6:30PM TUESDAY, JUNE 17, 2025
SUSSEX CIVIC CENTER – BOARD ROOM 2ND FLOOR
N64W23760 MAIN STREET**

The meeting was called to order by President LeDonne at 6:37pm at the Sussex Civic Center – Board Room 2nd Floor N64W23760 Main Street, Sussex, WI.

Members present: Commissioners Jim Muckerheide, Kasey Fluet, Roger Johnson, Trustee Greg Zoellick, and Village President Anthony LeDonne

Members absent: Commissioners Mike Knapp and Debbie Anderson

Others present: Village Administrator Jeremy Smith, Community Development Director Gabe Gilbertson, Village Attorney John Macy, 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 May 20, 2025.

A motion by Johnson, seconded by Fluet to approve the minutes of the Plan Commission meeting of May 20, 2025.

Motion carried 5-0

Consideration and possible action on a Plan of Operation, site plan, landscape plan, architecture plan, and lighting plan for Scooter's Coffee located at the southwest corner of Business Dr and State Highway 164 and corresponding CSM.

Michael Leidig, 1250 Centennial Centre Blvd, Hobart was present and available for questions. He gave a brief description of Scooter's operations and business hours.

Mark Lake from Wangard, 1200 N Mayfair Rd was present and available for questions. He addressed commissioners' questions regarding access to the adjacent property to the south through the easement on Scooter's property.

A motion by Johnson, seconded by Zoellick to approve of the Plan of Operation, site plan, landscape plan, architecture plan, and lighting plan for a building expansion for Scooters Coffee located at Southwest corner of Business Drive and STH 164 and the CSM dividing parcel SUXV0273999009, 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 the comments and conditions of the Engineering Department in the memo dated May 28, 2025 (CSM) and May 29, 2025 (plans).
 - a. The proposed access drive shown on the submitted site plans shall either be excluded from the CSM and be located on a separate parcel or the access drive completed to the south property line. The submitted site plans or CSM shall be revised to reflect this.
3. Compliance with the comments and conditions of the Community Development Department in the memo dated May 28, 2025.
4. Submitting a revised utilities plan that extends utilities past the edge of pavement in the private drive that would service the property to the south.

Motion carried 5-0

Consideration and possible action on a Plan of Operation, site plan, landscape plan, architecture plan, signage and lighting plan for Culver's restaurant located at W249N6424 State Highway 164 and corresponding CSM.

Chris McGuire, 1209 Joseph Street, Dodgeville was present and available for questions. He indicated that they would be able to meet the window/door requirements.

Jordan Tastad, 1722 N Mohawk St, Chicago IL was present and available for questions. He indicated that there was a comprehensive traffic study and that the anticipated traffic flow meets all of the DOT requirements and recommendations.

Commissioner Muckerheide expressed concerns about traffic congestion out of the parking lot for patrons to go southbound.

Commissioner Johnson requested clear signage to direct southbound traffic exiting Culver's away from Hwy 164 and onto Freiheit Ct.

A motion by Johnson, seconded by Zoellick to approve of the Plan of Operation, site plan, landscape plan, architecture plan, signage plan with 3 wall signs and lighting plan for Culvers located at W249N6424 State Highway 164 and the CSM for SUXV 0231989008 and 0231989006, subject to standard conditions of Exhibit A, 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 in the memo dated May 14, 2025 (plans) and any comments and conditions following the Village's review of the CSM.
3. Submitting a revised site plan with details for amount of greenspace.
4. Light fixture mounting height shall not exceed 25'.
5. Submitting revised elevations for the west side that meets the minimum 33% window and door opening requirements.

And the 6th condition of adding additional signage to the parking lot subject to review by the Village Engineer.

Motion carried 4-1

Discussion and possible action on a Conditional Use Permit for a Tommy's Car Wash located at W249N648 State Highway 164.

Chris McGuire, 1209 Joseph Street, Dodgeville was present and available for questions.

Jordan Tastad, 1722 N Mohawk St, Chicago IL was present and available for questions.

Commissioner Muckerheide would like to know if a carwash has to be profitable.

The commissioners request to have a representative from Waukesha County present to answer questions regarding traffic flow.

A motion by Zoellick, seconded by Muckerheide to schedule the public hearing for the July 15, 2025 meeting.

Motion carried 5-0

Discussion and possible action on a Conditional Use Permit for a Caretta Senior Housing facility located at N63W24103 Main Street on the parcels identified by Tax Key Numbers 249.992 and 249.991.001

Commissioners would like the petitioner to answer the following questions at the Public Hearing:

- How will the entry and exit from Main Street affect visibility of traffic on Main Street?
- What are the setbacks from adjoining property lines?
- Are parking spots on Main Street needed?
- Capacity?
- How it relates back to Downtown plan?
- Employee count per shift?
- Resident population in Senior living, assisted living, Memory Care?
- Specifics regarding the impact of Senior Living on Emergency Services.
- Potential Impact?
- How many ambulance calls per day?
- How are they protecting the neighboring houses re. landscaping, buffering, visual screening.
- What has been the impact on neighboring homes from the other Senior Living facilities since The Mills and The Courtyard were built?
- Address the access road from The Mills westbound to this property.

A motion by Zoellick, seconded by Muckerheide to schedule the public hearing for the July 15, 2025 meeting.

Motion carried 5-0

Discussion and possible action on a Conditional Use Permit amendment for Quick Corners gas station for installation and operation of a bar inside the convenience store located at W232N6116 Waukesha Ave.

The petitioner was present and available for questions.

Village Attorney Macy informed the committee that State Statute does not allow the Village to issue the combination of Alcohol license that they are requesting.

The petitioner was advised that they could bring back the request for staff to review.

A motion by Fluet, seconded by Zoellick to not schedule a public hearing.

Motion carried 5-0

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.

A motion by Johnson to recommend 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. The motion failed for lack of a second.

A motion by Fluet seconded by Muckerheide to recommend to the Village Board not to approve an Ordinance to repeal and recreate Section 17.0435(B) regarding the minimum area requirement for a residential Planned Development Overlay District.

Motion carried 4-1

Other Items for Future Discussion

Village Engineer Neu gave an update on the Wildflower development.

Adjournment

A motion by Zoellick, seconded by Muckerheide to adjourn the meeting at 8:01 pm.

Motion carried 5-0

Respectfully submitted,
Jennifer Boehm
Village Clerk