

VILLAGE OF SUSSEX
SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on July 8, 2025.

President LeDonne called the meeting to order at 4:06 p.m.

Members present: Anthony LeDonne, Gary Foxe, and Mike Knapp.

Members absent: Mike Smith

Others present: Gabe Gilbertson, Community Development Director

Consideration and possible action on the minutes of May 7, 2025.

A motion by President LeDonne, seconded by Foxe to approve the minutes of the meeting held on May 7, 2025.

All ayes, motion carried.

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.

Dave O'Brien with Bayland Buildings, P.O. Box 13751, Green Bay, WI 54307 was present to discuss the project with the Board.

A motion by President LeDonne, seconded by Foxe to approve 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, subject to standard conditions of Exhibit A, and the following conditions:

1. Submitting a revised landscape plan that meets the minimum requirements of the Sussex Design Guidelines.
2. Submitting a revised lighting plan that includes details for light fixture mounting height and pole bases.
3. Compliance with the comments and conditions of the Community Development Department in the memo dated May 28, 2025.
4. Submitting revised elevations that meet the minimum requirement of 33% window and door openings on the north and east elevations using the height of the wall from grade to ceiling for the calculations.

All ayes, motion carried.

A motion by President LeDonne, seconded by Foxe to adjourn the meeting at 4:29 pm.

All ayes, motion carried.

Respectfully submitted,
Jeremy Smith, Village Administrator