

VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN

Minutes of the Community Development Authority held on March 17, 2016.

Village President, Gregory Goetz called the CDA meeting to order at 5:30 p.m.

Members Present: Heather Pfalz, Greg Goetz, Matt Carran and Ralph Benka.

Members Absent: Jennifer Bell

Staff present: Jeremy Smith – Village Administrator, Kasey Fluet – Assistant Development Director.

**Consideration and possible action on minutes of the CDA meeting held of October 15, 2015.**

A motion by Carran, seconded by Pfalz, to approve the minutes of the CDA meeting of October 15, 2015 correcting the motion for item one to reflect:

A motion by Carran, seconded by Bell to recommend to the Village Board approval of the budget and streetscape items with the exception of eliminating the NW gateway. Motion carried.

**Comments from citizens:** None.

**Consideration and possible action on a Proclamation to declare the month of April to be Fair Housing Month.**

Mr. Smith reviewed the memo and the Proclamation (copy attached).

A motion by Carran, seconded by Benka to recommend the Village Board approve the Proclamation to declare the month of April to be Fair Housing Month. Motion carried.

**Consideration and possible action on the design of the Village Gateway at Main Street and Waukesha Avenue.**

Mr. Smith reviewed the renderings (copy attached). Mr. Smith stated the gateway will be seen from the traffic heading south, north and west. Mr. Smith stated the lettering will be back lit. It was the consensus of the CDA committee they liked the Village Gateway rendering.

A motion by Pfalz, and seconded by Goetz to recommend to the Village Board approval of the Village Gateway at Main Street and Waukesha Avenue. Motion carried.

**Discussion regarding the vacant commercial spaces available in the Village.**

Mrs. Fluet reviewed the chart and discussed the recent activity at the Sussex Gateway complex. Mrs. Fluet stated periodic updates will be given regarding the status of vacancy at future meetings.

A motion by Goetz, seconded by Benka, to adjourn the meeting at 6:06 p.m. Motion Carried.

Respectfully submitted,  
Kasey Fluet, Assistant Development Director



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## MEMORANDUM

To: CDA Members  
From: Kasey Fluet, Assistant Development Director  
Re: CDA Meeting March 17, 2016  
Date: March 11, 2016

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The following is the meeting memo outlining the topics on the agenda.

1. Roll call.
2. Consideration and possible action on minutes of the CDA meeting held on October 15, 2015.
3. Comments from citizens present.

**04. Consideration and possible action on a Proclamation to declare the month of April to be Fair Housing Month.**

Each year the Village declares the month of April as Fair Housing Month to recognize the Federal Fair Housing Law.

A copy of the Proclamation is attached to the memo.

**Staff recommends:** the CDA recommend to the Village Board approval of the Proclamation to declare the month of April to be Fair Housing Month.

**05. Consideration and possible action on the design of the Village Gateway at Main Street and Waukesha Avenue.**

The attached rendering from the architect shows the design of the gateway to be incorporated with the amenity of the Mammoth Springs corner.

Are there any comments or concerns with the rendering?

**Staff recommends:** the CDA recommend to the Village Board approval or the Village Gateway at Main Street and Waukesha Avenue.

**06. Discussion regarding the vacant commercial spaces available in the Village.**

See attached list to be discussed at the meeting

A PROCLAMATION

WHEREAS April 2016 is the 48th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, known as the Federal Fair Housing Law, and Wisconsin is celebrating the 51<sup>st</sup> anniversary of the Wisconsin Open Housing Law; and

WHEREAS fair housing occurs when people have a wide range of housing choices based on their income and needs regardless of race, color, sex, sexual orientation, religion, national origin, ancestry, age, marital status, lawful source of income, disability, family status, or status as a victim of domestic abuse, sexual abuse or stalking.

NOW THEREFORE BE IT HEREBY RESOLVED that I, Greg Goetz, Village President for the Village of Sussex of Waukesha County, do hereby proclaim the month of April 2016 to be

FAIR HOUSING MONTH

in Waukesha County and commend all those who have been involved with the struggle for fair housing. I wish continued success in breaking the barriers that limit the realization of equal housing opportunity for everyone.

IN TESTIMONY WHEREOF, I, Greg Goetz, hereby sign  
this commendation and affix the seal of  
Village of Sussex on the 22nd day of  
March in the year two thousand and sixteen.

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Greg Goetz  
Village President



VILLAGE OF  
SUSSEX





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MILWAUKEE, WISCONSIN 53202  
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spsarchitects.com

**PROJECT**

MAMMOTH  
SPRINGS RETAIL

**OWNER**

MAMMOTH  
SPRINGS, LLC

**REVISIONS**

NO.	DESCRIPTION	DATE
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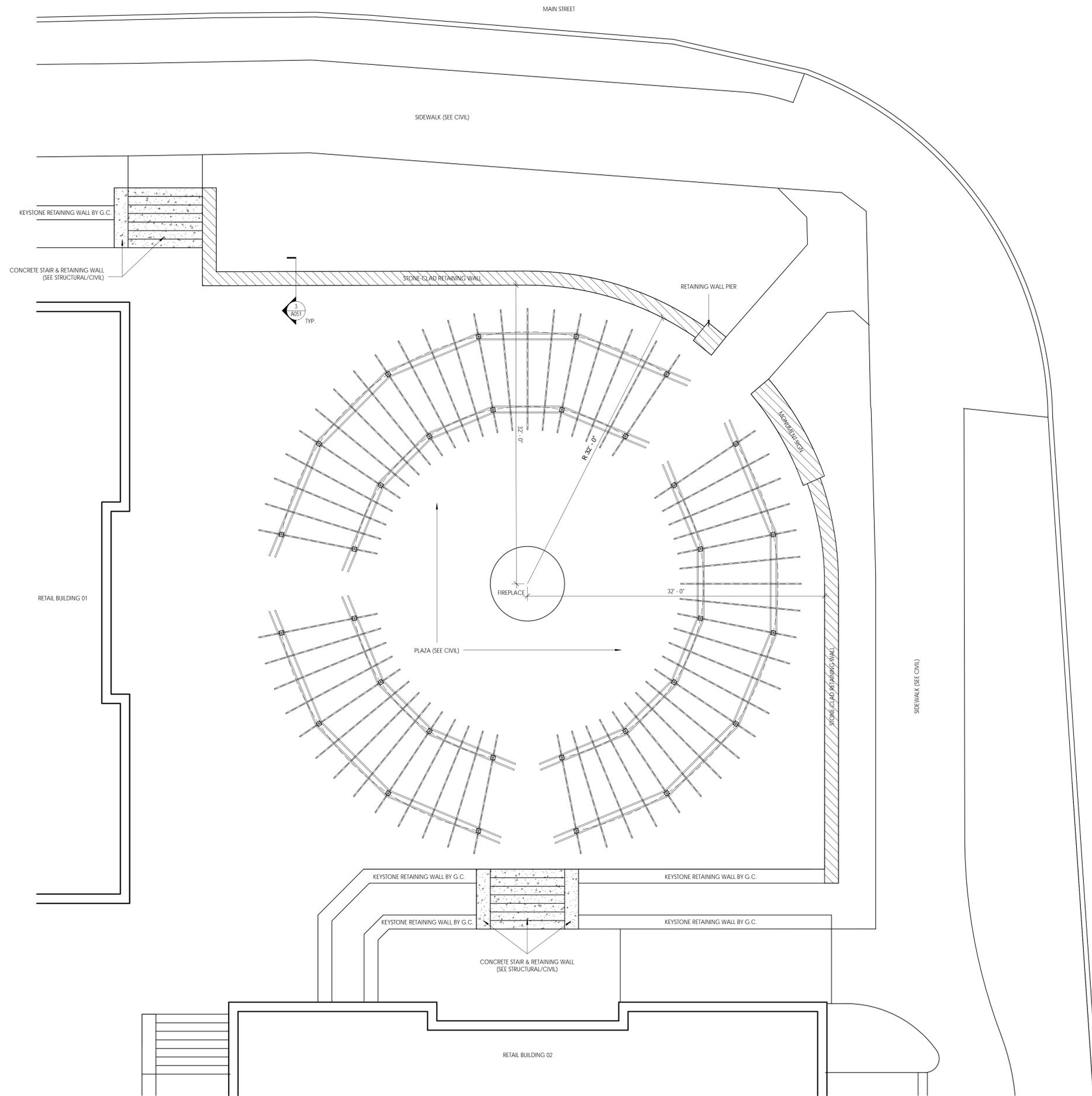
**INFORMATION**

PROJECT ARCHITECT	SPS
PROJECT MANAGER	
PROJECT NUMBER	SAW-12-622.03
ISSUED FOR	BID/PERMIT/CONSTRUCTION
DATE	09.02.2015

**SHEET**

ARCHITECTURAL PLAZA LAYOUT

A050



**1** ARCHITECTURAL PLAZA LAYOUT  
SCALE: 3/16" = 1'-0"

**NOT FOR CONSTRUCTION**

**PROJECT**

MAMMOTH SPRINGS RETAIL

**OWNER**

MAMMOTH SPRINGS, LLC

**REVISIONS**

NO.	DESCRIPTION	DATE
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**INFORMATION**

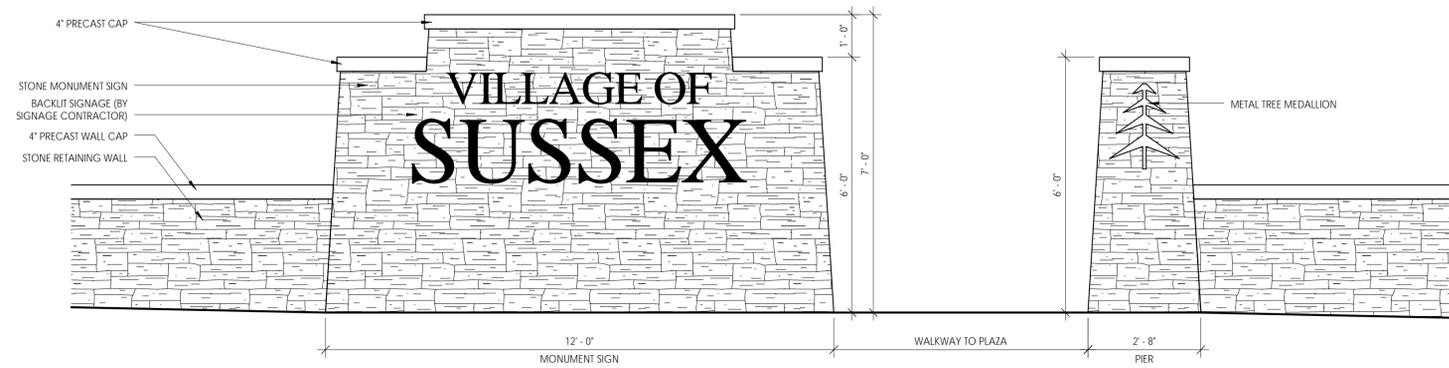
PROJECT ARCHITECT	SPS
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**SHEET**

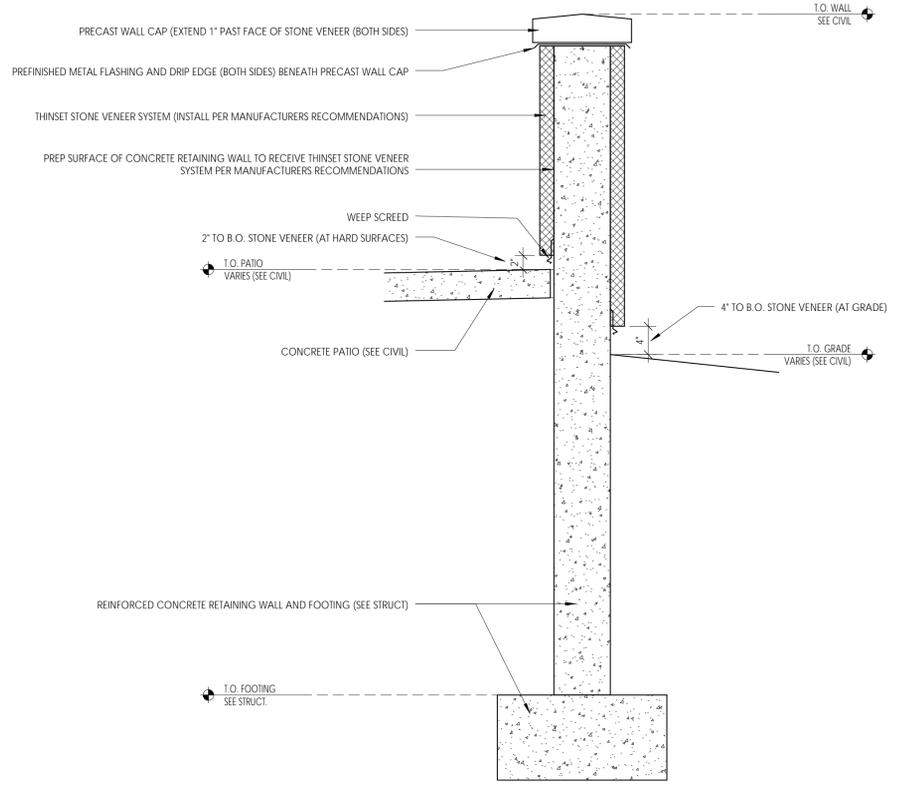
PLAZA DETAILS

A051

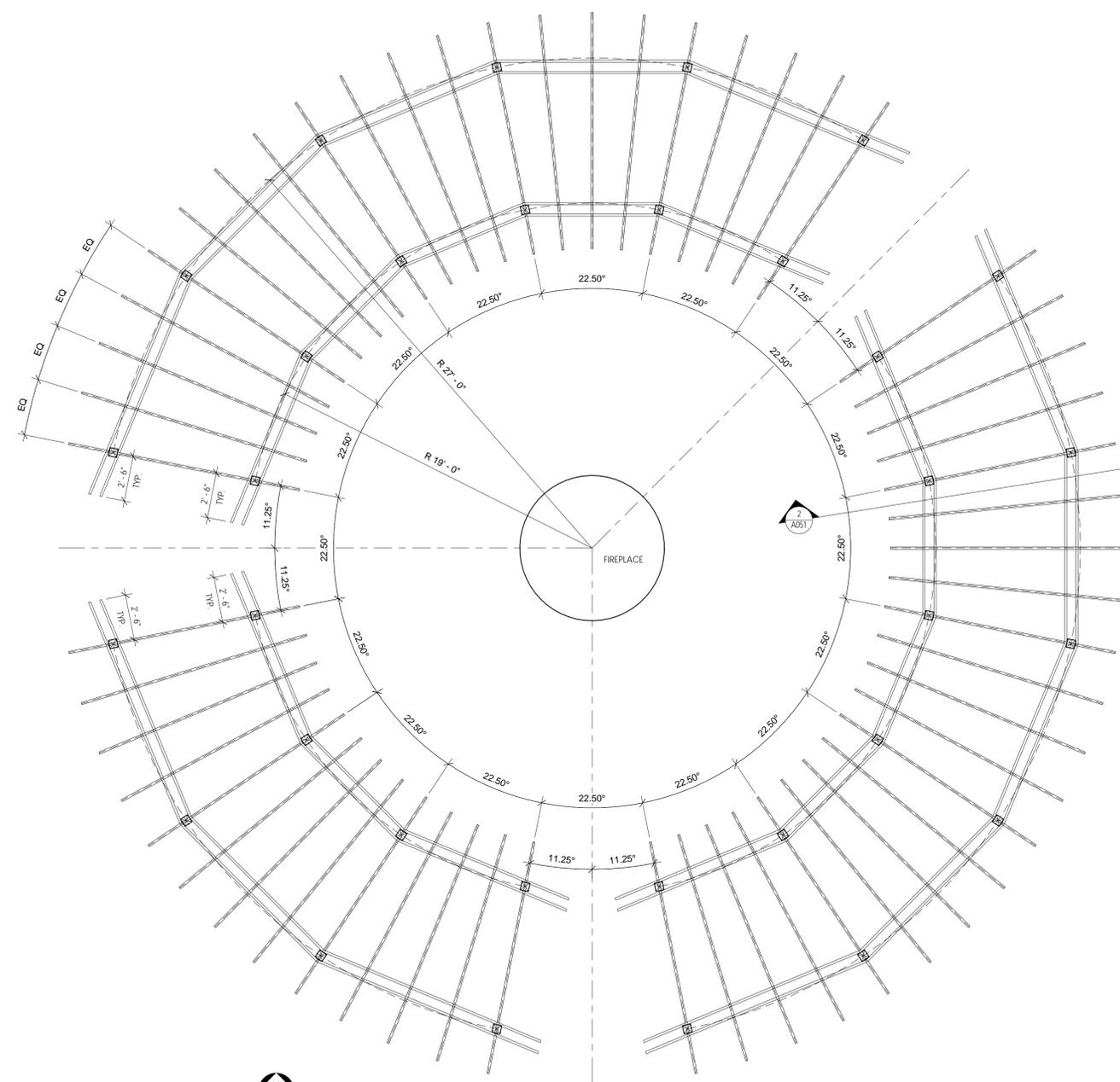
**NOT FOR CONSTRUCTION**



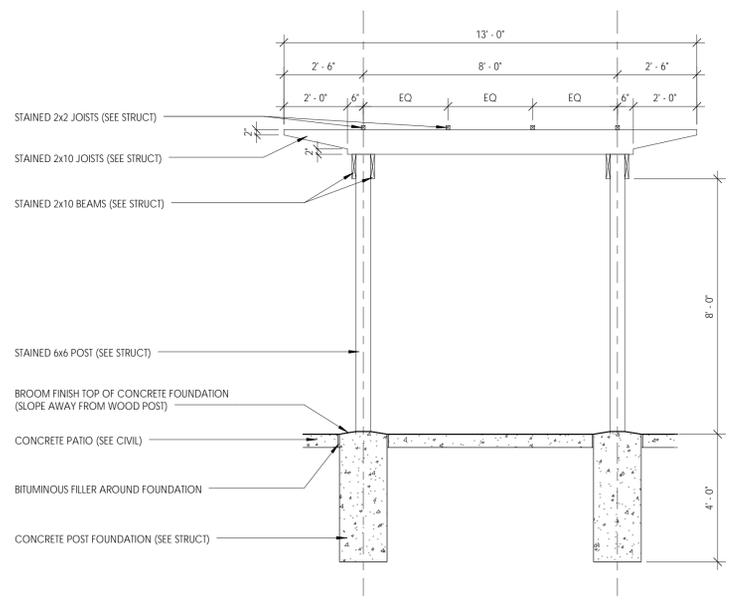
**4 MONUMENT SIGN ELEVATION**  
SCALE: 1/2" = 1'-0"



**3 PLAZA WALL SECTION**  
SCALE: 1" = 1'-0"



**1 RETAIL TRELLIS DETAIL**  
SCALE: 1/4" = 1'-0"



**2 RETAIL TRELLIS SECTION**  
SCALE: 3/8" = 1'-0"

<b>2016 Vacant Buildings</b>				
<b>Parcel #</b>	<b>Location</b>	<b>Class</b>	<b>Size</b>	<b>Owner Name</b>
SUXV0245984	W232N6160 Waukesha Ave/Corner building	Commercial	4,550	Gary Oberfoell
SUXV0239994005	N64W22600 Main St/Lake Country Detailing	Commercial	5,633 w/ car wash	
SUXV0235994	N64W23640 Main St/Eggerts Building	Commercial	10,000	Tim Zabrowski
<b>2016 Vacant Multi Tenant Spaces</b>				
SUXV0278999069	Corner Hwy 164 & K/Sussex Gateway	Commercial	5,250 end unit	Dunne Commercial Properties
SUXV0231997012	Main Street/Pic N Save	Commercial	5,065 end unit	Commercial Property Associates
SUXV0231997012	Main Street/Pic N Save	Commercial	3,144	Commercial Property Associates
SUXV0231997012	Main Street/Pic N Save	Commercial	2,650	Commercial Property Associates
SUXV0231999002	Main Street/Wessex Center	Commercial	1,000	Mid America
SUXV0231999002	Main Street/Wessex Center	Commercial	3,600	Mid America
SUXV0231999002	Main Street/Wessex Center	Commercial	3,300 w/ drive thru	Mid America
SUXV0232125002	Main Street/Sussex on the Main	Commercial	3,000 w/ drive thru	Roger Duchow
SUXV0232125002	Main Street/Sussex on the Main	Commercial	2,000	Roger Duchow
SUXV0245962	Main Street/Mammoth Springs	Commercial	6,500 first floor	Arthur Sawall
SUXV0245962	Main Street/Mammoth Springs	Commercial	3,000 second floor	Arthur Sawall
SUXV0245962	Waukesha Avenue/Mammoth Springs	Commercial	1,500 second floor	Arthur Sawall
SUXV0239994004	Main Street/Sussex Plaza	Commercial	2,000 end unit	Randy Krynski Zeon Properties

Sussex Gateway has approval to build an 11,000 square foot multi tenant building and is considering constructing this building in 2016.

Will discuss other office tenant space vacancies on Main Street.