

Town of Sugar Creek Plan Commission Meeting  
Held at Sugar Creek Town Hall  
Thursday May 8, 2025

Chairman Dave Robers called the meeting to order at 6:30 p.m.

Chairman Dave Robers announced that the meeting has been properly advertised and in compliance with the open meetings law and that a quorum of Town Board members will be attendance for the purpose of gathering information.

Roll Call – Present were Commissioners: Sue Wallem, Chris Aday, Jeff Vogt, Judy Jacobson, Dave Robers, Mark Steinfest. Absent Dave Clarbourn.

Agenda:

1) Minutes – The April 10, 2025 minutes were approved by Jeff Vogt. Seconded by Chris Aday. Motion carried.

3) Rezone request – Lawrence J. Nettesheim Trust (Applicants: Charles W. Pollard of Stuart, Tokarz, Soberalski & Pollard LLC). Tax Parcel #G SC2500002, N5531 Voss Road, Elkhorn, WI 53121. The rezone request is to change the current zoning of A-1 to A-4.

The size of lot not to change, 3.79 acres. Mark Steinfest made a motion to approve that it remains agricultural. Chris Aday seconded. Motion carried.

3) Conditional Use Permit - Lawrence J. Nettesheim Trust (Applicants: Charles W. Pollard of Stuart, Tokarz, Soberalski & Pollard LLC). Tax Parcel #G SC2500002, N5531 Voss Road, Elkhorn, WI 53121. The conditional use permit narrative: Beef processing and market store (Hours 8-5). Production of animal and marine fat oils. Preparation of feeds for animals and fowl. Poultry and small game dressing and packaging providing that all operations be conducted within enclosed buildings. Milling of soy bean oil. Directional signs (exceeding three). Retail sales related to those agricultural uses listed in A-4. Farm food service. Processing agricultural products.

Discussion was explained by Ryan Cardinal, Cardinal Engineering, about 7 feet dedication for road right of way.

Sue Wallem asked about parking and number of parking spaces of up to 20.

Ryan Cardinal, Cardinal Engineering, recommended and be adhered to:

- 1) Construction Plan Review. Final construction plans shall be submitted to staff for review prior to issuance of a building permit.
- 2) Stormwater Management Plan. The stormwater management plan and maintenance agreement must be submitted for review. It is recommended that the Town Board take formal action to accept the maintenance agreement prior to occupancy, as the Town will be a party to it.
- 3) Final CSM Review. The finalized Certified Survey Map must be submitted for staff review prior to Town signature.

Mark Steinfest made a motion to approve the conditional use permit. Seconded by Chris Aday. Motion carried.

With nothing further, Judy Jacobson made a motion to adjourn, Jeff Vogt seconded. Motion carried unanimously and the meeting adjourned.

In attendance: Chad Pollard, Mason Chamberlin, Ryan Cardinal, Kristy Manderfeld, Dan Nettesheim, and no name.

Respectfully submitted,  
Judy Jacobson