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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, February 3, 2014

Time: 7:30 pm

Place: Town of Holland Hall, W3005 County Road G

The numbering of the Minutes corresponds to that of the Agenda:

1. Call to order
Chairman Don Becker called the meeting to order at 7:30 PM.
2. Pledge of Allegiance
The Pledge of Allegiance was recited.
3. Certify that the requirements of the Wisconsin Open Meetings law have been met.
Chairman Becker so certified.
4. Record retention certification.
The Plan Commission clerk stated record retention was up-to-date.
5. Roll call:
Attendees: Don Becker, Dave Huenink, Trevor Mentink, David Mueller, Jan Rauwerdink, Roy Teunissen, Jack Stokdyk, Nathan Voskuil
Absentees –Eugene Schmitz, Tom Huenink – Building Inspector
Other attendees:– Louise Huenink - Clerk
6. Adopt agenda as official order of business
Nate Voskuil made a motion to adopt the agenda and David Huenink supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).
Don Becker noted that Item 20 of January's minutes needed to be corrected – "330-22 paragraph B & paragraph 2-F on page 330-27" should be "330-22(B)(2)(f) on page 330:27". David Huenink made a motion to approve the December & January minutes with corrections mentioned and David Mueller supported. The motion passed by a unanimous voice vote.
8. Review/approve attendance records for prior meeting(s).
David Mueller made a motion to approve the attendance records for December and Roy Teunissen supported and Roy Teunissen made a motion to approve the attendance records for January and David Mueller supported. The motions passed by a unanimous voice vote.
9. Review/approve building permits report
No building permit report was submitted for this meeting and Tom Huenink was not in attendance.

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10. Public input

The new owner of Majestic Storage, Laura Logan, came to inform the Plan Commission of her plans for the property. She owns similar storage facilities in Fredonia. Until the weather warms up she will be putting up temporary vinyl banners showing the new business name and phone number. Once warmer weather arrives she will be painting the existing buildings and repaint the signage on the side of the buildings with the new name and phone number. There is also building maintenance to be performed. In the future she plans to add storage buildings to enlarge the business. Laura said she has checked with the State of WI and they approve the buildings before they are constructed.

The Plan Commission said that changing the sign information is considered maintenance so a permit will not be needed for that. For any additional buildings a CUP will be needed before a building permit could be issued. Creating a long range plan and then submitting one CUP application was recommended. Since this is a business the County and/or a certified commercial business building inspector may also need to be involved.

Marcia Voskuil spoke about wanting to run a kids camp on her property located on Dulmes Road. This was recently rezoned to A-5. The children's ages would be 8 and older and she could have up to 20 children in attendance at a time. She is trained in childcare and wants to teach gardening, arts and crafts and the caring of animals to the children and possibly expand to therapy. The camp would be outdoors only with a barn being used for inclement weather. A room over the garage would be used for lunch. Possible hours are 8:30 to 1:30 for young kids and 8:30 to 2:30 for older kids. A port-a-pot(s) may be placed on the property if her home's bathroom is not used. It was mentioned that since the barn was not built for this type of use that Tom Huenink, the Town building inspector, should inspect the barn to make sure that it meets State Code for safety, handicap access, etc. Roy Teunissen asked about insurance coverage. Marcia said her lawyer is looking into it, but is not sure yet on the type of policy the lawyer will recommend. She thinks the existing Holland Mutual policy will cover it. The property has a horseshoe driveway and she plans to place in/out signs to direct drop-off and pick-up traffic. Don Becker reviewed the home occupation section of the Town's ordinances. She will probably need to get a CUP to cover the number of trips per day and use of an accessory building.

11. Discuss/act on billing rate increase of Foth resources:

The Town of Holland has a contract with Foth and they have updated that contract to show a rate increase for Jamie Rybarczyk who is a consultant for the Town. Trevor Mentink asked if there was a way the Town could control the increasing of rates such as locking in a rate for a certain period of time. Don Becker said he would check into it, but said he brought this subject up to make the Plan Commission members aware to be more judicious with using Jamie's time.

12. Discuss/act on extension of recertification of our ordinances

Don will check with Kevin Struck again for status on Town of Sherman's proposal for a 20-acre minimum parcel size to regulate farmland preservation instead of tracking base farm tracts. The latest we should start is May or June. Tabled until a future meeting.

13. Discuss/act on the Revive Church being held within a farmer's shed

Don Becker pointed out that the Town's ordinance and DATCP's statutes are verbatim on this. The church currently is not causing a problem for neighboring landowners. Roy Teunissen asked who is responsible if someone falls on the property, would it be the farmer, the church or the Town for allowing them to hold services in the shed. Don Becker said he would check with Gerry Antoine about this subject to see if we can issue a CUP and set a time limit as one of the conditions for the occupancy of the shed. Roy suggested that the Town get a Certificate of

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Liability in case anyone should ever get hurt while the church is using the farmer's property. It was also noted that the shed has never been inspected for this type of use.

14. Discuss/act on ongoing issues

- a. Status of applications being processed. – All current.
- b. CG Services LLC – Conditional Use Permit compliance of Smies Road property.
Nate Voskuil and Tom Huenink received permission to access the CG Services property on Smies Road. Tom took photos for the Plan Commission to review to see if CG Services has complied with the set conditions in their Conditional Use Permit. Nate feels the berm is still an issue in that it does not meet the total of 8-feet at time of planting condition. They also still need to construct the southern fence. Don Becker stated that CG Services should be notified of these two deficiencies and that they need to be remediated in a timely fashion. The letter should be sent by certified mail. Don will talk to Gerry Antoine for advice to proceed.
- c. Exotic animals and reptiles – The Plan Commission needs to set a fee for the exotic animal and reptile portion of the Conditional Use Permit application and also a lower fee for permit renewals. Don/David to check with the Town Board to see if this ordinance was approved.

20. Public input:

Don Becker attended the Roads Committee meeting and before the meeting he met with County Admin Adam Payne who said that the current owners of the American Heritage property desire to sell it. Don said the Town would like to keep it a natural area. The County is looking for grants to purchase the property which started when the DNR approached them on this matter. The DNR wants to make this area a wetland restoration area so that if someone needs to move a wetland they can purchase or bank part of this area.

Jack Stokdyk asked if Louise could post an alternate meeting date (like the next night) for Public Hearings in the event the original meeting cannot be held due to weather or insufficient members attending. David Huenink believed that was not possible, due to State Statute requiring at least two weeks posting for a public hearing.

21. Adjourn

Jack Stokdyk made a motion to adjourn at 9:30 PM and Nate Voskuil supported. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink
February 4, 2014