

Minutes of Plan Commission Meeting February 7, 2011
Held at the Town Hall on County Highway G
Town of Holland, Sheboygan County, Wisconsin

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

1. The meeting was called to order at 7:31 p.m. by Chairman Donald Becker.
2. The assembly recited the Pledge of Allegiance.
3. Chairman Donald Becker certified that the requirements of the Wisconsin Open Meetings law had been met.
4. Record Retention Certification: Syd Rader certified that hard-copies and electronic files of the Plan Commission are filed at Town Hall through December 2010. Files more recent than that are in the Clerk's hands.
5. The Agenda was adopted as the official order of business on a motion by Jack Stokdyk. The motion was supported by Dave Huenink and passed by a unanimous voice vote.
6. Roll Call showed in attendance Chairman Donald Becker, Dave Huenink, Jack Stokdyk, Eugene Schmitz, Roy Teunissen, Trevor Mentink, Tom Huenink, David Mueller. Absent excused were Jan Rauwedink and Nate Voskuil
7. The Minutes of the Plan Commission meeting on January 3, 2011 were approved on a motion by Dave Huenink. The motion was supported by David Mueller, passing by a unanimous voice vote.
8. Public input: None
9. Discuss/act on the previously tabled request by Kevin Claerbaut and Jon Arentsen for a Conditional Use Permit for their landscaping/snowplowing business (CG Services, LLC). The Public Hearing was held on October 5, 2009. The Plan Commission tabled the request on December 7, 2009 so that it could be treated under the then pending new Zoning Ordinance.

Ben Claerbaut, an owner of CG Services, appeared and spoke in favor of his request. Mr. Claerbaut would like about a delay of six months or more, allowing time for possible relocation of the business onto nearby parcels, and time to refine the business model of CG Services, dependent on future business conditions.

Chairman Becker copied Mr. Claerbaut on the relevant parts of the Zoning Ordinance, and high-lighted the particular provisions that are most critical. It was suggested that Mr. Claerbaut might benefit from consultation with Jamie

Rybarczyk. The position of the Plan Commission is that the request cannot be delayed indefinitely – a time limit should be imposed.

Jamie Rybarczyk of Foth had prepared a memorandum of analysis and recommendations on the CG Services request. In brief, he said:

- A CUP should be tied to a business owner and not be transferable.
- The CUP should address no. employees, hours of operation, trucking schedule, signage, lighting, landscaping.
- The CUP should be reviewed every 1-2 years for compliance with the imposed conditions.

Jack Stokdyk moved to table this request until May 2011, with definitive action to be taken in June or July 2011. Supported by Roy Teunissen and passed by unanimous voice vote

10. Discussion/action on possible zoning issue (trucking business) at N2286 County Road KW. Teri Lammers appeared and explained the nature of her trucking business which is partly agricultural and partly general. The number of trailers parked at any one time is less than six. Teri Lammers rents the premises from owner Robert Lammers. Teri received a blank application for a Conditional Use Permit for her trucking business. Robert Lammers also appeared and provided additional commentary, stating that he is not a principal in his daughter's business. Richard recently inherited the surrounding farmlands.
11. Develop a written procedure for enabling applicants/requestors to consult with Foth, ensuring that the Town is reimbursed by applicants for billings by Foth. A draft written procedure was marked up.
12. Reports regarding Shoreland Zoning Stakeholders Group. Dave Huenink gave an oral report of two recent meetings that he attended. The group is helping to draft regulatory language for a Sheboygan County ordinance.
13. Develop a fee schedule including fees arising under Chapter 330 Zoning Ordinance and Chapter 220 Land Division Ordinance. Eugene Schmitz moved to recommend to the Board that the Fee Schedule be adopted. Supported by Trevor Mentink and passed by unanimous voice vote.
14. Review and finalize the draft base farm tracts as defined by Sheboygan Co. Planning. A map was distributed, showing what the County has for base farm tracts. It needs to be checked in detail for accuracy. Chairman Becker has received input from Keith Foye of DATCP regarding the definition of base farm tracts.
15. Public Input:

Sharon Claerbaut sought the advice of the Plan Commission concerning her embryonic plans to develop a parcel of A-1 land on Cole Road.

Jack Stokdyk identified a need for a protocol concerning communications with Jamie Rybarczyk. Chairman Becker thought two PC members should funnel communications with Rybarczyk, and asked that this topic be on the agenda for March 2011.

Chairman Becker reviewed the status of outstanding CUPs. Some of the CUPs of recent years have not been recorded at Sheboygan County Register of Deeds, as the PC requires. If the unrecorded CUPs are not rectified, the PC reserves the right to cancel those delinquent CUPs.

16. The attendance record for January 3, 2011 was approved on a motion by Dave Huenink, supported by David Mueller, passing by a unanimous voice vote.
17. The meeting adjourned at 9:58 p.m. on a motion by Jacke Stokdyk supported by David Mueller, passing by a unanimous voice vote.

Respectfully submitted,
Syd Rader, Clerk of the Plan Commission, Town of Holland
March 7, 2011