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Plan Commission Meeting Minutes
Town of Holland
Sheboygan County, Wisconsin

Date: Monday, April 6, 2015
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, David Mueller, Eugene Schmitz, Roy Teunissen, Jack Stokdyk, Matthew Teunissen
Absentee(s): Trevor Mentink, Nate Voskuil, Tom Huenink – Building Inspector
Attendee:– Louise Huenink - Clerk
6. Adopt agenda as official order of business.
David Huenink made a motion to adopt the agenda as presented. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).
For the March minutes David Mueller made the motion to approve the minutes. David Huenink supported the motion. The motion passed by a unanimous voice vote.
8. Building Inspector Reports:
 - a. Review/approve building permits report.
David Huenink made the motion to approve the building permits report. David Mueller supported the motion. The motion passed by a unanimous voice vote
 - b. Follow-up item(s): None
9. Public input.
Jeff Ternes - Knepprath Road, A-5
Jeff would like to build a new garage with living quarters above it for his wife's parents that would replace the current garage. The new garage would not be connected to the existing residence. Jeff said he had talked to a few of the board members about this earlier. It appears that Jeff would be

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creating an accessory apartment for his wife's parents to move into at a later time. Currently an accessory apartment does not exist as a permitted or conditional use in A-5 and Jeff would not be able to rezone to R-1. The main issue with his current plan is there would be two residences on the same piece of property. A possible way to achieve permission would be to petition for a change in the Town's ordinances, but this would probably be difficult.

Tim Elliott – Smies Road just east of Sauk Trail, R-1, 1.6 acres

Tim would like to build a garage so that he can work on his race cars and to keep any stored materials inside the garage instead of outside. This property is an existing non-conforming parcel of 1.6 acres. Tim says currently there is no garage, only the residence on this property. The size of the 30-ft by 70-ft garage Tim wishes to build exceeds the maximum square footage footprint of accessory buildings for the size of this parcel, so would need to request a Conditional Use Permit. An aerial view of his property and a diagram of the proposed structure would provide assistance.

Bill Dekker – Dulmes Rd, A-1, 100 acres total

Bill would like to purchase 5 acres, including the homestead, of his grandfather's 100 acre farm which is located on Dulmes Road, which is zoned A-1. The 5 acres would be rezoned to A-5. Rezoning out of A-1 incurs the WI state farmland preservation 20:1 requirements. To rezone 5 acres requires 105 acres to start with. He could reduce his purchase to 4.76 acres and meet the 20:1 ratio. Bill would like to move somewhat quickly on this since he is in the process of selling his current house. It was also brought to Bill's attention that if he divides and rezones the land he will be locking the remaining acreage to farming in perpetuity per State ordinance. An option is to wait until the Town's planned ordinance revisions next year. He and his family will discuss and decide what to do.

10. Public hearing for:

A) A request by Richard & Diane Barnett for a hobby kennel license

The Barnetts were in attendance but had already provided all information at a prior Plan Commission meeting.

Jack Stokdyk made a motion to close the public hearing. David Mueller supported the motion.

B) A request by Pamela Davis for a conditional use permit for an accessory apartment in an existing accessory building.

Pamela was in attendance and gave a history of the property up to her inheriting it from her mother. She explained how her son became a quadriplegic from an auto accident. She wants to add on 10 feet for a handicap bathroom and stairway for his attendant to get to their bedroom. Pamela showed photos of her son and his current bathroom in Ohio and wants to create the same on her property in Oostburg.

Jack Stokdyk made the motion to close this public hearing. David Mueller supported the motion.

11. Discuss/act on a request by Richard & Diane Barnett for a hobby kennel license.

David Huenink suggested setting a limit on the number of dogs as a condition of the license. Don Becker said the Business Standard Conditions template is the closest for us to use in creating a standard conditions template for kennels. This Kennel License would apply only to the owner and would not transfer with the property. The Plan Commission members then walked through the Business Standard Conditions to determine which current statements would apply and which could be removed or edited for the creation of the new template, they excluded 1, 6-10, 14, and 15 as they do not pertain. David Huenink mentioned that an explicit condition should be added to the template, this would cover the number of dogs allowed. For the Barnett's, this would be 10 dogs and 2 litters per year. We also need to add the license fee, that the applicant will comply with the annual renewal of

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the license fee in the standard conditions and reference Ordinance 140-9.

David Huenink made the motion to grant the hobby kennel license. David Mueller supported the motion. It was followed by a roll call vote.

Jack Stokdyk – Yes, Matt Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

12. Discuss/act on a request by Pamela Davis for a conditional use permit for an accessory apartment in an existing accessory building.

David Huenink answered the question about the septic system that was raised at the last meeting. He said Pamela checked with County Planning and learned that the property has a 3000 gallon holding tank which is sufficient for a four bedroom residence. David also stated that Pamela is working with the County regarding Shoreland Zoning and has provided them with an application and all necessary information as provided to the Town of Holland. If the CUP is approved the Plan Commission needs to include an exception for the maximum 750 sq.ft. footprint of accessory building for this size R-1 parcel. In the exception we could set it to 850 square feet to allow some leeway during construction. David Mueller asked if we could make this CUP approval contingent on the Shoreland Zoning approval, Don Becker said we could.

Jack Stokdyk made the motion to approve the CUP for an accessory apartment with an exception to the total square footage footprint of accessory buildings to be a maximum of 850 square feet, contingent on the approval of Sheboygan County Planning's approval of the Shoreland Zoning Permit. Eugene Schmitz supported the motion. It was followed by a roll call vote.

David Huenink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Matt Teunissen – Yes, Don Becker – Yes.

This CUP approval is considered for an accessory apartment within the R-1 district and that the exception is for the footprint increase as stated per 330-12 B-2c in District R-1. To create a new template for Accessory Apartment Standard Conditions, the Plan Commission then walked through the Non-Farming Residence Standard Conditions template to determine which statements would apply and which could be removed or edited for the creation of the new template. They excluded items 1, 5, 6, 11, 14, and 15 as they do not pertain.

13. Discuss/act on revision of Town of Holland Ordinances supporting WI Working Lands Initiative – Tabled until the next Plan Commission meeting

14. Discuss/act on ongoing issues:

- a. Status of applications being processed.
All applications are current at this time.
- b. Discuss/act on the apparent zoning ordinance violation by Revive Church.
Don Becker sent a reminder letter to Revive Church in March, to date there has been no response as to an update.

15. Public input.

David Huenink described the existence of land platted as an east-west private road from the north end of Marine Drive to Hawe Road, although no roadway was ever installed on the land. The road

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association that owns the land is investigating options and wondered if the Town would object to the road being built. The Plan Commission said since it was already platted that was an option, but that the DNR needed to be consulted due to the wetlands in that area and the need to cut into the bluff.

16. Review/approve attendance records for prior and current meeting(s).

David Mueller made a motion to approve the attendance records as presented. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

17. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:17 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
April 7, 2015