

# DRAFT

## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, May 5, 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,  
Absentee(s): - Eugene Schmitz, Nate Voskuil  
Attendee: - 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 and Jan Rauwerdink supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
David Mueller made a motion to approve the minutes as presented and David Huenink 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 as presented and Jack Stokdyk supported. The motion passed by a unanimous voice vote.
9. Review/approve building permits report  
David Mueller asked Tom Huenink to look into renovations being made to a house down the road from his house on Ter Maat Road to see if they filed for a building permit. Jack Stokdyk made a motion to approve the building permits report as presented and Trevor Mentink supported. The motion passed by a unanimous voice vote.

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## 10. Public input

Betty Polster – Cty A across from Rauwerdink Rd, R-1, 0.38 acre, former cheese factory  
Betty would like to purchase 40-50ft from a neighbor because their lot is too small to get large equipment around. The neighbor is Stan Lammers and land is A-1. Since her parcel is zoned R-1 this may need to be rezoned. David Mueller asked if land can be taken from A-1 under the current ordinance (without enforcing the 20-to-1 ratio of preserved farmland) to increase the size of the R-1 parcel. He also stated the Town of Holland cannot create or rezone land R-1 that is not along the Lake Michigan shoreline. The Town of Holland is considering revising the farmland preservation method to be similar to the Town of Sherman's. It was asked if land acquired could stay A-1, but both the Town and County does not like split zoning. In the past when the Plan Commission could not meet all the ordinances in discussing an application in a meeting they would go to the Town's Attorney. Don suggests that we ask Gerry how best to address this, perhaps by rezoning to A-5, and then get back to Betty. Another option is to wait until next year when the ordinance change is proposed and the Plan Commission may be able to take this up again without imposing any deed restrictions.

Troy Opgenorth - Huibregtse Rd, behind tree farm

Troy's neighbor has a row of evergreen trees but they do not follow the property line. Troy would like to buy part of the neighbor's land to move the property line to be along the tree line. A boundary line adjustment may be possible as long as it causes no ordinance violations. He needs to check to see if either property will become nonconforming or needs to be rezoned. Considerations include: zoning, minimum lot size, minimum road frontage, yard setbacks. If all appear to be okay, a boundary line adjustment can be done at the Sheboygan County Planning Office on the 2<sup>nd</sup> floor of the New York Ave office building.

Troy Opgenorth – Sauk Trail Rd, A-1, 38 acres

Troy is considering purchasing land west of Sauk Trail Rd which has not been tilled since about 1970. It currently has one residence located on the parcel. Troy would like to split the parcel so that another residence can be built. Troy asked if rezoning the A-1 parcel to A-5 is acceptable. The Plan Commission said current ordinance requires the 20-to-1 farmland preservation rule. So even if the residences were on one acre parcels it would require an additional 40 acres be dedicated to farmland. That means he would need at least 42 acres total, but the parcel is only 38 acres. An ordinance change being considered for next year would require two 20-acre parcels, so at least 40 acres in total.

## 11. Discuss request by Laura Logan

No decisions will be made at this time due to a request by Laura to delay until June because one of her children was in an accident. The Plan Commission reviewed the documentation and drawings that Laura had provided to date. The discussion was quite long and varied. Below is a narrative of the conversation, followed by a consolidated summary of some of the topics.

It was said that she still needs to provide documents showing information about storm water management and the water retention basin. Questions asked were: Where will the lighting be located? Where will the light be projected? How will the size of the signs compare to the size currently at this location? Will it be the same size as the sign from the previous business and also be painted on the side of the existing building? Laura's sign diagram showed other signs; where located and how will they be lit? Don Becker pointed out that lighting should be part of Laura's Plan of Operation document. David Mueller asked about Jamie Rybarczyk's letter and the zoning mentioned in it. Don said that Jamie was using an older version of the B-1 district ordinances and his comments regarding zoning may be ignored. Concern was raised that the north end is wide

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open and that there should be some sort of screening there. Laura currently does not show screening of this area in her diagrams. Most of her buildings show access from two sides, only one building shows single side access. Outdoor storage needs to be identified so as to determine if this will become an issue. Outdoor storage looks like it may be within the open area to the north by building 9. Laura's diagram showed she will be installing fencing and natural barriers to shield the view, but only in a very limited area near the planned access drive to the storage facility. The current buildings are too close to the property line at one point so a screening fence could not be installed there. The State of WI currently has an open fence along I-43. Jack Stokdyk asked what type of landscaping screening will be acceptable. Also, if the buildings look nice why must there be screening? Don in turn asked what will the buildings look like 20 years from now, thus screening may need to be considered. Jack commented on outdoor storage – if properly screened there should be no problem with having the outdoor storage. Jack also asked if the Town of Holland wants to have outdoor storage or should it just be indoor storage, he can see both viewpoints. David Mueller pointed out that only Kevin Claerbaut spoke positively for expanding the indoor/outdoor storage facility and pointed out how the demand for such a business is growing. A good point was about consolidating storage in one place instead of scattered across Town. Most other comments from last month's meeting were negative.

Don has asked all the members, prior to the June meeting, to think about what conditions/restrictions should be included in the CUP. Trevor Mentink asked if outdoor storage be restricted to certain months of the year. Jack said we should create a condition to review outdoor storage on an annual basis to see how it is being maintained. Don was not sure if this could be done legally and would need to ask Gerry Antoine if this could be possible. Jack also asked if there would be any significance if she expands. If so, some conditions discussed now may need to be expanded/changed. We could ask Laura for her long range vision for this business. With current plans she will be disturbing half of the 7.3 acres so a construction storm water permit and plan will be required (obtained through the WDNR).

### Buildings

Most buildings have storage access from both sides. Building 9 has access just from one side. Should building 9 be repositioned so there can be a natural buffer along the ramp?

### Fencing

Type and location.

Planned to be similar to that at Camping World along I-43 in Saukville.

Along southeast side only?

Existing State 'open' fence along I-43 boundary.

One building is too close to property line to allow a screening fence there.

### Lighting

Type and location.

Should be part of Plan of Operation document.

Should not directly project off the property. Some reflection off objects will certainly occur.

Is all lighting to be mounted on the buildings? Any pole lights?

There are two existing ground mounted flood lights on south and east sides.

Any lighting at gate?

### Outdoor Storage

Where located? Plans do not specify.

Appears to be an open area north of buildings 6 & 7.

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If there, would be screened by buildings to west, south and east. No screening to north.

Should there be limitations on what can be stored outdoors?

Should there be limitations on when outdoor storage is allowed? Seasonal?

### Screening

Is screening required for buildings if properly maintained? Consider building state in 20 years.

Plans show no screening on north or west sides.

For screening on north side, depends on future growth:

Put close now, then move later if needed.

Or put far away now to allow additional buildings.

### Signage

Type, size and location.

Painted on buildings? Any freestanding such as by gate?

Lighting on signs.

Does planned signage conform to ordinances?

### Storm Water Management

Topographical maps show water will be directed to the area designated for storm water retention pond, but shows no detail on the size or design of the retention pond. There is no information on how the rate of storm water discharge from the facility may change with the additional hard surfaces.

Need a storm water management plan. Plan needed if disturbing over 1 acre. Parcel is 7.3 acre and seems that over 1 acre is affected

Show to/from water retention pond to control runoff from property to be same as if not developed

Details on pond size and depth, design/direction of overflow.

### Zoning

Currently is B-1.

Use is allowed as a conditional use, so no need to rezone.

### Future Expansion

Plans for growth in future?

A long range plan indicating future expansion would help in evaluating current proposal.

If approved, the Conditional Use Permit would cover use proposed at this time.

If additional buildings were to be added in the future, the expansion would need another CUP request.

Discussion was then opened to the public

Ron Hinze asked: If the current CUP request was approved, would Laura need to file another CUP request if she expands further in the future? Don Becker said she would need to file another CUP request. Ron also asked for copies of the maps provided by the requestor. He was given a set, and he will be sent a copy of any future submittals.

Mrs. Jay Jacques handed out a press clipping from a past Ozaukee Press talking of break-ins in Saukville and Washington County storage units. It also included related police reports. She stated that cameras do not deter crime. She also mentioned concern about the Port-A-Pot and why was it there. She uses a storage unit and there is no such restroom facility there to use because typically visits are short. She also mentioned screening and was glad the Plan Commission had discussed.

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David Mueller said a resident asked if someone could use a storage unit to do mechanical work. Laura had said she could discourage this type of use, but it would be difficult to enforce. If this was put into the conditions this may give Laura the leverage to enforce and/or further discourage extensive mechanical work from being done within a storage unit.

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

Kevin Struck suggested that the Town of Holland file an extension for December 2015. This will give the Town 18 months to revise our ordinances and be recertified. Don said that he talked with Kevin and felt he could get involved later on in the process. Don Becker made the motion to request the extension until December 2015 from DATCP and Jack Stokdyk supported. The motion passed by a unanimous voice vote.

## 13. Discuss/act on possible ordinance violations

Karl Hoffman has filed a Conditional Use Permit application and gave a very good description of what he does with his business. The Plan Commission Clerk is waiting for the application fee to be paid so that the Town can start taking action on this request. Don will meet with Karl and bring any additional questions to the next meeting.

## 14. Discuss/act on ongoing issues

- a. Status of applications being processed.  
All applications are current at this time.

- b. Marcia Voskuil – Proposed Children’s Day Camp, A-5

Marcia was in attendance. She commented that she had sent Don Becker questions that she had about the Town’s ordinances. Her parcel is zoned A-5, Marcia will be teaching gardening which is Agricultural related, the camp will meet a limited number of times a year, a small number of children (10 to 15) will be in attendance at a time. A concern was mentioned about the outbuilding that will be used for the camp, but it was said that all foods served and restroom facilities will be in the house. Marcia mentioned that she also has chickens and was going to teach the children what chores are.

Don referred to A-5 permitted use “incidental to an agricultural use”. The Town’s Attorney, Gerry Antoine, said this was acceptable but the Plan Commission has the final say. Don said following DATCP’s ruling on incidental use this plan should work. Don made the motion that this request be recognized as falling under Ordinance §330-26 B(1)(a)[2] A-5 permitted use “An activity or business operation that is an integral part of, or incidental to, an agricultural use.” and to recognize the following facts in making this determination:

1. Activities are agricultural related.
2. There will be 15 or less participants at any one time.
3. Use is seasonal, spring through fall.
4. Traffic and parking are not a concern.
5. The residence will be used for meals and restroom facilities.

David Huenink supported the motion and it passed with a Roll Call vote.

Don Becker-Yes, David Huenink-Yes, Trevor Mentink-Yes, David Mueller-Yes, Jan Rauwerdink -Yes, Roy Teunissen-Yes, Jack Stokdyk -Yes

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c. Revive Church

Don contacted Rick Ten Dolle who said he would get back to him. It's been a month since this contact so Don will be following up with Rick again with a phone call. Jack Stokdyk suggested that a letter be sent as well as the phone call. Don said he would like to keep things informal as long as Rick is working to resolve the matter. The congregation is rapidly growing and will soon no longer fit within the barn. They are looking at new locations. Trevor reported that the church leadership has discussed the situation and they want to comply with any ordinances.

15. Public input:

No public input

16. Adjourn

Jack Stokdyk made a motion to adjourn at 9:20 PM and Trevor Mentink supported. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink, Plan Commission Clerk  
May 6, 2014