

# **Plan Commission Meeting Minutes**

Town of Holland

Sheboygan County, Wisconsin

Date: Monday, May 6, 2013

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 7:32 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, Eugene Schmitz, Roy Teunissen, Jack Stokdyk, Nathan Voskuil

Absentees – Tom Huenink – Building Inspector

Other attendees: Louise Huenink - Clerk

6. Adopt agenda as official order of business

David Huenink made a motion to adopt the agenda and David Mueller supported. The motion passed by a unanimous voice vote.

7. Review/approve minutes of prior meeting(s).

Eugene Schmitz made a motion to approve the minutes and Jack Stokdyk 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 and David Huenink supported. The motion passed by a unanimous voice vote.

9. Review/approve building permits report

Tom Huenink did not submit a building permit report for this meeting.

10. Public input

Randy Joose reported that he was working with Louise Huenink in filling out a CUP application for his excavating business and would be sending it in shortly. He said that the normal CUP fee would be waived.

11. Public hearing for:

A request by Eric Arentsen for a minor land division. The property to be divided is at W4065 Dekker Road, parcel number 59006061560 (34.99 acres, zoned A-1). Eric wants to divide the 34.99 acre parcel into a 21.32 acre and a 13.67 acre parcel.

Jan Rauwerdink recused himself from any voting that may take place on this topic. Eric Arentsen handed out a CSM to the Plan Commission members showing his intentions. He said there is a total of 52.30 acres in which two parcels are being sold as one, an L-shaped parcel (59006061560) and another (59006061840). Through asking questions, David Huenink determined that the desired action was really a boundary line adjustment and not a land division. For a boundary line adjustment Eric needs to talk to the Sheboygan County Planning Department. The Town's only involvement is to verify that the resultant parcels conform to our ordinances.

There were some comments from the audience. A person asked what Eric's intentions were for the land, to which he stated he would live on part and rent out the rest for farming. Another person spoke in agreement of the proposal, that Eric would repair and improve the property and that they would welcome Eric and his fiancé as neighbors. An uncle, Ron Arentsen, disagreed with how the land was being divided, but not against Eric personally. Don Becker said that the Plan Commission reviews an application in accordance to the Town's ordinances and Comprehensive Plan and must follow those documents. The Plan Commission cannot take into account any family and/or estate conflicts when reviewing an application.

Jack Stokdyk motioned to close the public hearing and David Mueller supported. The motion passed by a unanimous voice vote.

12. Discuss/act on request by Eric Arentsen

Since this is a boundary line adjustment, the request is outside of the Town of Holland Plan Commission's jurisdiction so no action will be taken.

13. Discuss/act on request by CG Services, LLC

The draft Conditional Use Permit and Site Plan had been updated based on the prior month's meeting. These documents had been distributed to the requestor prior to the meeting. Kevin Claerbaut was in attendance and had no concerns with the proposed CUP and Site Plan. Don Becker said he thought there was a question about the 8-foot height of the screening along Smies Rd. Don clarified that eight feet was the total height of the berm plus plantings. Kevin stated that the berm and plants were already in place. Jack Stokdyk pointed out that the Site Plan specified an implementation date for the berm/plantings, but not for the six foot fence. David Huenink said the 'install by' date should be removed from the Site Plan since it is an ongoing document. The Site Plan will be so modified.

David Huenink made a two part motion. First part is to recommend that the Town Board approve the rezoning request to become A-2. Second part is to grant the Conditional Use Permit as drafted contingent on the Town Board's approval of the rezoning. Eugene Schmitz supported the motion, which then passed by a unanimous roll call vote. David Huenink – Yes, David Mueller – Yes, Jan Rauwerdink – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Don Becker – Yes. Trevor Mentink recused himself from voting.

14. Discuss/act on ongoing issues:

- a. Status of applications being processed.

Louise Huenink reported that CG Services and Sonya Kostuch were the only pending applications at this time.

- b. County Farmland Preservation Plan – Farm Preservation Areas.

Don Becker attended the last meeting, but it had no formal agenda and was told to review the map if desired. He found most other towns are going in the same direction that the Town of Holland took, utilizing their Comprehensive Plans and related maps.

Any A-1 land outside the new farmland preservation areas would become ineligible for tax credits. This includes some parcels east of I-43. Don will send a spreadsheet of the A-1 property owners that might be affected to Louise to print mailing labels. A letter already drafted by Kevin Struck explaining the situation will then be mailed to them.

- c. Directive from the Town board to review all previously approved CUPs for home occupations and businesses.

This item can be removed from the agenda as an ongoing issue.

- d. Excavation business possibly operating without a Conditional Use Permit

As per the earlier public input this evening, Randy Joose is working with Louise Huenink to complete a CUP application and will be submitting it shortly.

- e. Wind farm project proposed within the Town of Sherman

Don Becker said there is to be a joint Town Board meeting Wednesday night to review completeness reports of the application. The application may be deemed incomplete per PSC and Town regulations. Town Supervisor Steve Jones is still on top of things concerning this matter.

- f. Proposed ordinance amending §330-61

The Plan Commission already recommended that the Board adopt this ordinance.

A public hearing is needed and will be scheduled in June.

16. Public input:

Kevin Claerbaut asked what the procedure was for tearing down and rebuilding a house on a 1.7 acre parcel on Smies Rd that is zoned R-1. He was told he would need to get a permit to raze the old house and then a building permit to rebuild. Since the parcel is zoned R-1, a single family residence is a permitted use so no Conditional Use Permit will be needed.

Kevin Claerbaut also asked about moving CG Service's office to the front of the location on Smies Rd. This had been one of the options discussed in 2012. He is considering erecting a pole building for the office. The landscaping material bins would not be moved. He was informed that a building permit would be required for the structure and that the existing Conditional Use Permit would need to be modified. It was recommended that Kevin supply the Plan Commission with a conceptual view of his plan as early as possible, perhaps a simple aerial view with markups.

Eric Arentsen returned to ask about Town signatures on his CSM document. Since this is a boundary line adjustment, the County will want evidence that the proposed parcels conform to Town ordinances. The Town Chairman signed the CSM and Eric was informed how to get the Town Clerk's signature.

17. Adjourn

Jack Stokdyk made a motion to adjourn at 8:41 PM and Nate Voskuil supported. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink  
May 7, 2013