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## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, June 2, 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, David Mueller, Jan Rauwerdink, Eugene Schmitz, Roy Teunissen, Jack Stokdyk,  
Absentee(s) excused: - Trevor Mentink, 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 David Mueller supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
David Huenink made a motion to approve the minutes as presented 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 as presented and Jan Rauwerdink supported. The motion passed by a unanimous voice vote.
9. Review/approve building permits report  
Jack Stokdyk made a motion to approve the building permits report as presented and David Mueller supported. The motion passed by a unanimous voice vote.

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## 10. Public input

Dave Krug – Dairy farm, probably A-1

Dave would like to divide 4-5 acres from his land so that his daughter can build a home. He has John Dumey doing the survey work and has already had a perc test completed. After asking a few questions Don Becker indicated that Dave first needs to find out how his land is zoned. That will determine if a division is possible and the process. Don explained the current 20-to-1 ratio required when rezoning A-1 land, with land being dedicated to agriculture forever. Don informed Dave that the Town of Sherman is changing their ordinance concerning agriculture land and the Town of Holland is considering adopting a similar ordinance change. That would eliminate the 20-to-1 ratio but require minimum 20-acre parcels. Dave seemed to decide to do the land division and rezoning quickly. Don informed Dave of the steps needed to file an application and the filing deadline for the July meeting. Dave and his daughter had already pulled an application form from the Town's website.

## 11. Discuss/act on request by Laura Logan for Meadowlark Storage

Laura was present along with support to help answer questions and to review the drawings. Chairman Don Becker said it would be best to walk through Jamie Rybarczyk's Staff Report section by section. Jamie was present and took notes. He will revise the Staff Report appropriately and resubmit.

Background: Use the legal name of the business as found in the application, LLogan LLC d/b/a Meadowlark Storage.

Overview: Need to change building 4 from 30x96 to 30x106 feet, all other buildings information is correct. Of the current three buildings, bldg 1 is farthest south, bldg 2 is in the middle and bldg 3 is to the north. Jamie misidentified bldg 1 and 2 in his staff report, so will correct the second paragraph. The third paragraph should show Southwest corner not Northwest. Security cameras are currently not shown in the plans yet. The eight to ten cameras will cover all the aisles and off of bldg 8 out to the road. Laura said the landscaping shown on the plans is the minimum that will be installed, as she will probably put in more. Don wants to make sure there is adequate screening and the extra plantings could help with this. For signage, one is to be on the southwest wall of bldg 1, one on the west wall of bldg 2 and one on bldg 9 on the northwest corner.

Site Plan: Security fencing is shown on latest plan. There will be no light poles as all lights will be light packs mounted on the buildings. The only exception may be two existing ground mounted lights for signage on buildings 1 and 2 which may remain. Outdoor storage is now shown on the plans. Laura said there will be no issue moving the Port-A-John to be mostly hidden from Sauk Trail and Interstate 43. The outdoor storage will be positioned between bldgs 8 & 9 and will be graveled. Where the plans show footprints for future buildings 10 & 11 is where the outdoor storage will be located. Laura confirmed that the outdoor storage will follow the footprint so to keep things in an orderly fashion (angled parking and possibly numbered). On the plan, the footprint for future building #12 would only be used for a building and not additional outdoor storage.

Wetlands: This has not been delineated yet due to the weather. They intend to go back next week to complete the work. The DNR and County must then approve the storm water plan. Laura could use the Site Plan footprint to help estimate the maximum number of stored vehicles (possible 60-80 vehicles per footprint). The amount of outdoor storage will actually depend on the storage type that is in demand, indoor versus outdoor and large motor homes versus small trailers. The plans were drawn showing the maximum building length for buildings 10 and 11 but they can shorter if

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desired. Don asked if trees can be planted in the wetland area. Joe said yes, but to increase the screening provided it would be better to plant them on the berm that is planned. The berm is intended to have a flat top with room for the security fence and plantings.

Conditional Use Permit: Items listed were walked through--

# 4 - Standard conditions for a business – noise, water runoff (DNR), etc. For complaints Jamie said a meeting with the Plan Commission would be held and would go over the drawing/plans again. Don is concerned with 20 years down the road, what would the new owner do, as well as the traffic. Jamie said the new owner would have to meet with the Plan Commission and get an amended Conditional Use Permit at that time. Don said that the possible new owner may not care to work with the Town so is uncomfortable with the current wording. It was also discussed that we need to have a clean break showing current vs past plans (need to change date on the latest drawings to 6/2/2014).

# 6 – Jamie says this item can be stricken if the Plan Commission is fine with the current Site Plan and the moving of the Port-A-John to be between bldgs 6 & 7. Additional landscaping could be shown on the plan now or go with the minimum needed and Laura’s plans to add more. Joe said the current plantings on the property’s east end will not be disturbed. With the berm you will be looking up at it due to the road being lower than the berm and fencing. The berm elevation will be 91 feet and the outdoor storage elevation will be 93 feet. Jack Stokdyk asked if it can be worded that if the berm with fencing (6ft high) doesn’t work that Laura will need to add more plantings. David Huenink rephrased to initially require the berm and fencing, then add landscaping later if needed. Laura suggested putting in a few small plantings on the outside of the fence to make it look nicer. A notation could be added on the Site Plan about the fencing/plantings instead of setting a condition. Jamie said to strike proposed condition 6 due to this change. Jamie will send the Plan Commission Clerk this change. For trailers that don’t need licenses we need to use the words such as “Street Legal” so to get around the original Licensed Vehicles wording. This condition should also use the words “Current Registration”, which Laura indicated would help her in the event an item is abandoned. Jamie suggested checking the State Statutes on unlicensed trailers/vehicles for wording. Eugene suggested that small trailers could be stored inside, but if they are used frequently they would probably be kept at home.

Plan of Operation: 0 employees, open 24/7.

# 8 is the packet with all the photos and drawings showing what Laura is planning on adding to the property. Need to file all photos and plans with the Conditional Use Permit at the Register of Deeds.

# 10 – Should not issue a building permit until we get the final plans. Tom Huenink will issue the building permit(s), but will not be doing the inspections. Since the buildings will be over 50,000 sq. feet Laura will need the State to approve before Tom can issue the permit(s). The Chairman does not need to see the State inspection document before Tom proceeds.

Conditions: # 9 – See Jamie’s report for this. Notice of Intent to disturb over one acre of land should lead to issuance of a Construction Storm Water Permit.

Summary of key changes to proposed Conditions:

#1 – No change.

#2 – No change.

#3 - Update business name to LLogan LLC d/b/a Meadowlark Storage.

#4 - No change.

#5 - Change Site Plan date to June 2, 2014.

#6 – Strike original language (trailer license & not). New wording to be similar to: “The Site Plan

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shall indicate an area for outdoor storage. Stored items must be maintained such that they can be legally operated or towed upon Wisconsin public highways, including registration and licensing as required”.

#7A - No change.

#7B - No change.

#7C – Strike.

#8 - No change.

#9 - Change to show written letter or permit showing approval.

#10 - Remove reference of Town Chairman and Planner.

Motion: Jack Stokdyk moved to conditionally approve the Conditional Use Permit with the conditions specified in the revised Foth Staff Report. The Conditional Use Permit will become effective upon receipt of the revised Site Plan, payment of related fees due to the Town and the signed land covenant. David Huenink supported the motion. Roll call vote: David Mueller - Yes, Jan Rauerdink - Yes, Eugene Schmitz - Yes, Roy Teunissen - Yes, Don Becker - Yes, David Huenink - Yes, Jack Stokdyk – Yes.

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

Don Becker will draft a letter asking for an extension. This is due by December 31, 2014.

## 13. Discuss/act on ongoing issues

### a. Status of applications being processed.

All applications are current at this time.

### b. Possible ordinance violation – Carl Hoffman gave Don Becker the application check. Don met with him and has photos showing the work area and storage. Don noticed that there is a substantial addition to a building on his property. Tom Huenink says he did get a permit for the larger building (the new shop) but not for expanding the smaller one. Don says Carl upgraded a smaller building (to be about 4 times the original footprint). Don says this change affects the property value, Tom will check to see if a building permit is needed. A public hearing will be scheduled for the next Plan Commission meeting.

Tom spoke on David Mueller’s question from last month – the landowner is blowing in insulation. Tom sees no violations.

### c. Revive Church

Don Becker asked David Huenink to send him Rick Ten Dolle’s phone number.

## 14. Public input:

Jan Rauerdink announced that effective immediately he is resigning from the Plan Commission. He is getting married and will be moving to the Town of Lima.

## 15. Adjourn

Jan Rauerdink made a motion to adjourn at 9:38 PM and Jack Stokdyk supported. The motion passed by a unanimous voice vote.

Respectfully submitted,

Louise Huenink, Plan Commission Clerk

June 4, 2014