

DRAFT  
**Plan Commission Meeting Minutes**  
Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, August 3, 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 7:31 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 Don Becker so certified.
4. Record retention certification.  
The Plan Commission clerk stated record retention was up-to-date.
5. Roll call.  
Attendees: Don Becker, David Huenink, David Mueller, Eugene Schmitz, Jack Stokdyk, Matthew Teunissen, Roy Teunissen, Nate Voskuil  
Absentee(s) excused: Trevor Mentink  
Attendee:– Tom Huenink – Building Inspector, Louise Huenink - Clerk
6. Adopt agenda as official order of business.  
It was agreed due to timing that items 12 and 13 could be moved after item 15 dependent on the arrival time of Kevin Struck.  
Nate Voskuil made a motion to adopt the agenda as revised. Jack Stokdyk 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 adopt the minutes as presented. Eugene Schmitz supported the motion. The motion passed by a unanimous voice vote.
8. Building Inspector Reports:
  - a. Review/approve building permits report.  
Jack Stokdyk made a 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):  
Roy Teunissen asked if the owner of N1032 County KW had received a permit for the work being done on the house. Tom Huenink reported a permit had been issued and he just did inspection today. Louise Huenink checked and found the address in the June report.

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Roy Teunissen asked if Landen Klug had filed for a building permit for the greenhouse that he was erecting. Tom Huenink said no permit request had been filed. Roy said the framework is half up for greenhouse and many small hand built sheds were onsite. Don said that small sheds like from Menards do effect the property assessment. Tom will go to the property and check building status.

### 9. Public input.

Tom Hawe – W2143 Amsterdam Rd, zoned A-2.

Tom plans to extend his existing house to the east and asked about setbacks. His parcel is zoned A-2 and the house is approximately 40 ft from the center line of the road. Tom plans to add 25 feet in length and 26 feet in width. Setbacks are 60-ft from road centerline, 20-ft side, and 50-ft rear.

Tom would like the addition to be flush with the existing north wall, which faces the road but is less than the required setback. The Plan Commission says they need to check with the Town's attorney on this. Tom also asked about the possibility of moving the driveway. It was advised that Tom talk to the Town Road Supervisor to verify if the new driveway location is acceptable. David Mueller said Tom should check with the County first before doing anything. The Plan Commission Clerk will contact the Town's attorney on this matter. Tom is hoping to break ground within two months.

Doug Hamilton – Appletree Ln, zoned R-1, about 1-acre.

Doug is a lakefront property landowner. He plans to put a bow in the east wall of the house and a partial 2<sup>nd</sup> floor with one bedroom. There will be an attached 16-ft wide garage on the north side. The Plan Commission recommended checking with the County on Shoreland Zoning before doing anything. The addition of a bedroom may also effect the septic system requirement. Doug said the current system was already sized for the additional bedroom.

Judith O'Connell – daughter of Sam Huibregtse – regarding W2281 Hwy 32, zoned A-1.

They would like a land division and rezoning so the existing house can be sold to the current long-time tenants. The remainder of the land would remain farmed. There would be no new construction. The barns and shed would be included with the house.

Judith had questions about the email Louise Huenink sent her saying their application was incomplete. The situation was discussed, principality about the 20-1 farmland preservation requirement from the State when rezoning A-1 land and if that pertained since this parcel was not in the Town's Farmland Preservation District (FPD). It was determined that Kevin Struck could to be asked for guidance on this. The buyers want to preserve the ability to have animals in the future. When Kevin arrived, he stated that since the land was not in the FPD the 20-1 farmland preservation requirement from DATCP would not pertain even though it was currently zoned A-1. The Plan Commission therefore suggested that the parcel be rezoned to A-5 and the land divided such that each resultant parcel be 3-acres or greater and have at least 225-ft of road frontage.

### 10. Public hearing for:

Drake-March application for land division at DeWitt Rd and Idlewood Ct. Ted Scharl was in attendance and stated that the owners would like to create a buildable lot on the west portion of the parcel and have the rest (wetlands) stay with the lake house to the east.

David Huenink made the motion to close this public hearing. Eugene Schmitz supported the motion. The motion passed by a unanimous voice vote.

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### 11. Discuss/act on Drake-March application for land division

David Huenink made the motion to recommend to the Town Board to grant the land division. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.

### 12. Discuss/act on road frontage requirements

Due to the proposed minimum acreage requirements for the new A-1 and A-2 districts, the current minimum road frontage requirements could be reduced. Roy Teunissen suggested that the minimum road frontage be uniform to make it easier for everyone and proposed 225 feet for all agricultural districts. Several members expressed support for this idea. Kevin Struck, Growth Management Educator at UW-Extension Sheboygan County, said the Town could make smaller parcels within the FPD A-2. A-2 would allow for a house where A-PR would not. The Town of Holland will need to review all parcels to identify those that are non-conforming and determine the appropriate action.

Don Becker made a motion that the Plan Commission proceed with the assumption that the road frontage requirement be 225 feet for all agricultural districts. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote, with one person not voting.

### 13. Discuss/act on revision of Town of Holland Ordinances supporting WI Working Lands Initiative

Kevin Struck, Growth Management Educator at UW-Extension Sheboygan County, presented a timeline with a proposed date of March 18, 2016 to file and with October 31, 2016 as the latest possible date.

\* It was questioned where we are in the process. Kevin said the ordinance changes were almost done. Then we need to look at maps and determine which parcels will need rezoning. Next is to draft letters to the affected property owners explaining the change.

\* Definition – ‘Buildable’ has been replaced by ‘Qualifying A-1 Land.’

\* Kevin suggested removing the list of examples for Permitted Uses under A-1 and use DATCP’s statement: An activity or business operation that is an integral part of, or incidental to, an agricultural use.

\* For Conditional Uses, separate listing were made for non-agricultural items such as airports, antenna/communication towers, and veterinarians.

\* Discussion to resume on the A-3 district at the next Plan Commission meeting.

### 14. Discuss/act on complaint filed against Meadowlark Storage.

Before starting discussion, Chairman Don Becker suggested that for future similar Conditional Use Permits the Town require the applicant to file a statement showing conformity to the approved Site Plan and Plan of Operations after development is completed.

The Town Board requested the Plan Commission review the complaint and recommend if action is needed. The complainant, Jay Jacques, was not present. Laura Logan from Meadowlark Storage had provided pictures and commentary relating to the complaint, but was not present. The Plan Commission reviewed the complaint, the information from Laura and the Site Plan and Plan of Operations from the Conditional Use Permit. The following findings of fact were determined:

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### 1. Screening.

The number of trees and bushes exceeded that shown on the Site Plan.

The planting sizes met or exceeded that shown on the Site Plan.

The locations met or exceeded that shown on the Site Plan, except for some slight modifications due to the DNR requirements for a drainage swale and/or ground slope.

Screening in front of building #1 is not possible because the fence is on the property line.

### 2. Lighting.

The lighting meets that shown on the Site Plan.

Old lighting was replaced with CFL/LED light packs with mostly downward projection.

Two light poles on building #3 were removed.

Some Plan Commission members drove by at night and said lighting does not unduly fall out onto the road.

Don Becker made a motion to recommend to the Town Board that the complaint be dismissed per the above listed findings of fact. David Mueller supported the motion. The motion passed by a unanimous voice vote.

### 15. Discuss/act on Hobby Kennel License ordinance revisions

Tabled until the next Plan Commission meeting due to the late time.

### 16. 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.

David Huenink reported that it appears the Revive Church has moved to Oostburg school buildings and that a notice was in the Lakeshore Weekly regarding the new locations. The Town did not receive any notification from the church or landowner.

#### c. Discuss/act on the Conditional Use Permit for CG Services Smies Road facility.

The Plan Commission Clerk received the Certified Mail notice back, but as yet CG Services has not returned the signed documents for filing and payment.

### 17. Public input.

None

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

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

### 19. Adjourn.

Jack Stokdyk made a motion to adjourn at 10:23 PM. David Huenink supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,

Louise Huenink, Plan Commission Clerk

August 4, 2015