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Plan Commission Meeting Minutes
Town of Holland
Sheboygan County, Wisconsin

Date: Monday, December 1, 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, Eugene Schmitz, Roy Teunissen, Jack Stokdyk, Matthew Teunissen
Absentee(s) Trevor Mentink, Nate Voskuil
Attendee:– Tom Huenink – Building Inspector, Louise Huenink - Clerk
6. Adopt agenda as official order of business.
David Huenink made a motion to adopt the agenda as presented. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).
David Huenink pointed out that item 12 needed to have the date corrected from 7/31/2014 to read 7/31/2015. Roy Teunissen pointed out that item 9 needed the address corrected from County Rd. RR and KW to be County Rd. RR and Knepprath Rd. Don Becker stated that item 11 needs to show that Kevin Claerbaut indicated he is intending to make an offer for the parcel, not that he actually has made such an offer. David Huenink made a motion to approve the minutes with the changes mentioned. David Mueller 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 as presented. David Mueller supported the motion. The motion passed by a unanimous voice vote.

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b. Follow-up item(s):

1. House at County Rd. RR & Knepprath Rd – home improvements

Tom Huenink said the person took out a huge permit to remodel entire inside about 2 years ago and is up-to-date on permits. Don said new front porch and roof was done recently. Tom will check with the person and update the Plan Commission at the next meeting.

2. Tom also reported on a Dan Wilson at N1967 Stokdyk-Ingelse Rd.

Mr. Wilson has removed mold, pumped out all standing water, installed a working sump pump and has spent \$15,000.00 to bring things up-to-date. Tom says Mr. Wilson needs to get a safe water sample to him before moving into the house.

3. Roy Teunissen brought up Jeff DeRuyter on County Road D

This has a dumpster by his house and appears to be gutting the house. Tom will investigate.

9. Public input.

None.

10. Public hearing for: Change made to §330-112 ordinance in regard to building permit time limits.

There were no comments

David Huenink made the motion to close the public input. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.

11. Discuss/act on proposed change to §330-112 in regard to building permit time limits.

Tom Huenink asked if the permit after 3 years expires, does the person need a new permit. Don Becker answered yes. It was stated that this time limit is for permits going forward.

David Huenink made a motion to recommend that the Town Board adopt the proposed changes to §330-112 ordinance in regard to building permit time limits. David Mueller supported the motion which passed by vote. Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Matthew Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, David Mueller – Yes.

12. Discuss/act on request by CG Services, LLC for a CUP.

Don Becker received the signed page of the application. David Huenink had created draft conditions if the signatures came in on time. The proposed conditions are the same as the for the previous CUP for the rezoning change except those that no longer pertained or where the date deadlines for correcting certain deficiencies were no longer applicable. There are still issues with the north and south fences and the berm. The Plan Commission has set a time limit within one of the conditions for Kevin to meet all conditions no later than May 31, 2015. This time limit is to include the time needed for the Town to inspect the property. Jack Stokdyk asked about the wording of “timely pay”. Don indicated that this was for any taxes and fees such as from Foth Consulting or Gerry Antoine, etc. Jack also asked about the changes to the Site Plan. Since Kevin did not submit a revised Site Plan, he needs to fill in the south fence gap. Don said that Kevin indicated that was his intent, since Kevin had stated this was the easiest action. Kevin also told Don that the additional cement blocks for the north fence were to be delivered soon. Kevin feels that the condition for the berm has been fulfilled. Roy Teunissen stated there appears to be no change to the berm. Tom Huenink said that Kevin planted some taller plants to try to fill it in more.

Don Becker made the motion to grant the conditional use permit for the CG Services Smies Rd facility as drafted in the meeting packet, pending a review by Gerry Antoine. David Huenink supported the motion, which passed with a roll call vote. Jack Stokdyk – Yes, Matthew Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

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

- Kevin Struck walked the Plan Commission through the first Agriculture District A-1.
- He added a definition for A-1 Remnant to our Definition List and he said this is tied to the A-1-PR.
- David Huenink questioned putting all remnant acres into A-PR after any land division, to which Kevin said there is a valid answer he could not remember but will email it.
- Kevin changed A-1-PR to be A-PR since a division can come from any of the A zones included in the anticipated farmland preservations zoning districts (A-1, A-2, A-4).
- It was pointed out that a farmer could merge land through the County and bypass the Town. Kevin may change this definition's wording. David Huenink said that the County will not do a merge if it conflicts with the Town's ordinance.
- On A-1-D the Town needs to decide if they or the applicant will absorb the costs for the public hearings that will need to be held. Kevin stated this is a lot for a landowner to absorb. Don Becker said the Town could absorb the cost by doing a one time filing action once a year. Kevin saw no issue with this plan.
- Per DATCP A-4 uses are found under the A-1 definition, not separate as the Town currently has it.
- David Mueller asked how the Town of Sherman tracks house density in which Kevin said they don't have an A-1-D. It was decided that the Town will keep the A-1-D zone and may add an A-2-D to keep track of housing.
- David Mueller asked if A-2 could be rezoned to an A-1 if they abut and owned by the same owner, Kevin said no. Kevin was asked to add an *footnote under the table showing the possible breakdowns of land divisions.
- Kevin to look at the Town's definition of a Lot which must have a house on it to that of the County's definition. Don Becker said he may support a change of the Town's definition to match that of the County's.
- Kevin said DATCP has no principal uses under A-1. What is difference of Principal vs Permitted? Principal Use = Land Use (statement at start for each Zoning District). Both terms are in the definitions.
- The Town of Holland allows a farm residence as a permitted use. What is the definition for a farm residence? Kevin said DATCP's definition is a single family or duplex residence that is the only residential structure on the farm and is occupied by either a farmer or a non-farmer.
- Kevin is to add back the section about odors, noise, or other inconveniences from agricultural operations.
- It was discussed to take out the 660-foot road frontage language from the A-1 Area, Height & Yard requirement section. David Mueller pointed out by removing this we will be allowing more homes to be built. If the Town continues RCDO (Rural Cluster Development Overlay) it will help to preserve farmland.
- Kevin suggested section (d) of his draft would fit better under A-2, he's not seen it under A-1 before.

14. Discuss/act on request by Karl Hoffman for a CUP.

David Huenink did a quick overview of Karl's conditional use permit for which the only outstanding issue was the business name was missing. Louise Huenink obtained the name last night which is All Out Services, LLC. David and Louise Huenink had created a Plan of Operations, Site Plan and proposed CUP conditions, sent them to Karl and included them in the packet. Karl approved of the proposed conditions. Next step is to provide the information to the Town's attorney to write up the appropriate documents.

David Huenink made a motion to grant a conditional use permit for All Out Services, LLC with the conditions listed in the packet upon review and approval by the Town's attorney. Eugene Schmitz supported the motion, which passed with a roll call vote. David Huenink – Yes, David Mueller –

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Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Matthew Teunissen- Yes, Don Becker – Yes

15. Discuss/act on ongoing issues:

- a. Status of applications being processed.
All applications are current at this time.
- b. Use of both primary & secondary structures for vacation home rentals in the R-1 district
Steve Jones is researching options. This topic is tabled until a future meeting.
- c. Discuss/act on the apparent zoning ordinance violation by Revive Church
Don Becker and the Town attorney have drafted a letter. It will be mailed out shortly, after a final review.

16. Public input.

Jack Stokdyk stated that David and Louise Huenink had spent extra time in drafting documents this month, such as the Plan of Operations for Karl Hoffman. It was stated that these documents are the responsibility of the applicant. In this case, David and Louise decided to keep the process moving by providing this assistance.

Don Becker asked if the Plan Commission should start at 7:00pm so as to possibly get out a little earlier. Jack Stokdyk felt it should stay at 7:30pm since all other Town meetings start then. Eugene Schmitz stated that when he started on the Plan Commission they did start at 7:00pm. After a short discussion it was decided to stay with the 7:30pm start time for the normal monthly meeting, but any special meetings should start at 7:00pm.

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

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

18. Adjourn.

Jack Stokdyk made a motion to adjourn at 10:03 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
December 3, 2014