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Plan Commission Meeting Minutes
Town of Holland
Sheboygan County, Wisconsin

Date: Monday, December 7, 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 7:30 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 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, Trevor Mentink, David Mueller, Eugene Schmitz, Jack Stokdyk, Roy Teunissen, Nathan Voskuil, Matthew Teunissen
Absentee(s) N/A
Attendee: Tom Huenink – Building Inspector, Louise Huenink - Clerk
6. Adopt agenda as official order of business.
Jack Stokdyk made a motion to adopt the agenda as presented. Nate Voskuil 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. 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. David Mueller supported the motion. The motion passed by a unanimous voice vote.
 - b. Follow-up item(s):
None.
9. Public input.
Louise Huenink explained a call she received from Rosemary Hilbelink. Rosemary wanted to know if it is possible to convert part of a garage into living quarters on a parcel at W3922 County Road A South. The 3 acre parcel is currently owned by Charles Lammers and zoned A-5. The Plan Commission said

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she will need to talk to Sheboygan County Planning department first and then come back to the Plan Commission to discuss.

Frank & Theresa Otte would like a land division of a 40 acre parcel to divide off 5 acres and rezone the 5 acres from A-1 to A-5. The land has an existing house on it. They are planning to sell the remaining 35 acres. Surveyor, John Mentink, said he would not survey the parcel until the Ottes talked with the Plan Commission first. The proposal would not be in compliance with the Town's current ordinances due to the 20:1 rule for farmland preservation, which would require 100 acres set aside in perpetuity but they'd only have 35 acres. They also would not have the required 660ft of road frontage for the A-1 parcel. Chairman Don Becker recommended that they wait until the proposed zoning ordinance revisions are passed which may resolve their current issues.

Jason Eiring is considering purchasing a parcel on County Road CC currently owned by the Arensen Trust located about ½ mile east of County Road A. Jason wanted to know if he would be allowed to build a residence on the 19.46 acres which is zoned A-2. The Plan Commission discussed the situation and said that nothing could be promised until an official application was received and acted upon, but that the situation described sounded like a request that was typically granted.

10. Discuss/act on the purposed draft of the Town of Holland website.

Pattie Pilz walked the Plan Commission through the proposed new website. A few changes/corrections were suggested. The Plan Commission will further review the draft site and send Pattie any other suggestions within the next two weeks so that she can finalize the website.

11. Public Hearing for:

a. A request by Myra Olsen for a minor land division and rezone from A-1 to C-1.

Nobody was in attendance for this hearing.

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

b. A request by Dan Teunissen for a minor land division, rezone A-1 to A-5 and a CUP.

Dan Teunissen was present to answer questions.

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

12. Discuss/act on request by Myra Olsen for a minor land division and rezone from A-1 to C-1.

Two concerns of the Plan Commission members were mentioned. First concern is that the two remnant A-1 parcels would lose some acreage and be under the minimum size for A-1. Second concern was that a small portion of the resultant C-1 land is currently farmed. After discussion the Plan Commission decided that the request could not be approved under the current zoning ordinance. David Huenink made a motion to table this request until the proposed revised zoning ordinance is in effect. Trevor Mentink supported the motion. The motion passed by a unanimous voice vote.

13. Discuss/act on request by Dan Teunissen for a minor land division, rezone A-1 to A-5 and a CUP.

Trevor Mentink asked why Dan wanted to rezone to A-5. Dan replied that the Village of Oostburg will be heading in his direction when they plan to expand. The only issue appears that the resultant A-1 parcel would not have sufficient road frontage. A solution is to merge that A-1 land with an adjacent A-1 parcel in common ownership. David Huenink suggested that Dan do a boundary line adjustment instead of the proposed land division. That would avoid the ten year moratorium on further land divisions of the resultant parcels. Then the Plan Commission would only need to act on the rezoning

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and CUP requests.

Don Becker made a motion to recommend to the Town Board that the 5 acres identified per the CSM be rezoned from A-1 to A-5 contingent on the County completing the boundary line adjustment. David Huenink supported the motion. The motion passed by a Roll Call vote.

David Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Nate Voskuil – Yes.

David Huenink made a motion to grant a Conditional Use Permit for a single family non-farm residence with all the standard conditions, contingent on the fore mentioned rezoning to A-5 going into affect.

Roy Teunissen supported the motion. The motion passed by a Roll Call vote.

Jack Stokdyk – Yes, Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

14. Discuss/act on ongoing issues:

a. Status of applications being processed.

b. Conditional Use Permit for CG Services Smies Road facility

Nate Voskuil & Tom Huenink inspected the property for compliance with the pending CUP.

Nate did not take pictures this time, but reported that Kevin Claerbaut put in more evergreen plants on the berm that were approximately 2 feet apart and taller than before. Since this was the only condition yet to be met, the Plan Commission can now proceed in issuing the CUP.

David Huenink made the motion to authorize the Plan Commission Clerk to continue the process for filing the CUP. Roy Teunissen supported the motion. The motion passed by a Roll Call vote.

David Mueller – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes, Jack Stokdyk – Yes, Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes.

c. Add the Highway Right of Way information onto the Town's website.

Don Becker to provide this information.

d. After zoning changes - Zoning violation in R-1 District and failure to obtain building permits for improvements.

e. After zoning changes - Create a revised Zoning Ordinance Summary.

f. After zoning changes – Consider requiring a Driveway Placement Approval form with relevant applications

15. Public input.

Jack Stokdyk had a question on email addresses to use. He had heard that information from your computer might be deemed searchable if your personal email address is used for Town business. Don feels Jack's concern is a valid one and will bring up at a Town Board meeting to discuss and determine what steps can be taken.

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Roy Teunissen's son is considering purchasing some land and setting up a trust. The land is currently zoned A-1.

16. 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.

17. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:58 PM. Nate Voskuil supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
December 9, 2015