

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

Date: Monday, May 2, 2016

Time: 6:30 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 6:30 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, Matthew Teunissen, Roy Teunissen, Nathan Voskuil  
Absentee(s)  
Attendee: Tom Huenink – Building Inspector (7:30 PM), Louise Huenink – Clerk
6. Adopt agenda as official order of business.  
David Huenink made a motion to adopt the agenda as presented with the understanding that items 11, 12 and 13 would not be discussed before the normal 7:30 PM start time because members of the public might attend for these topics. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.
7. Discuss/act on potential changes to zoning ordinance related to farmland preservation & related activities.  
Due to Kevin Struck asking to start with item 8 first and the lengthy discussion that ensued, this item was tabled until a future Plan Commission meeting.
8. Discuss/act on letters to property owners regarding proposed rezoning & feedback received to date.  
To date Kevin Struck has received 4 responses from the notification letters he sent out. Dan Teunissen was present and voiced concerns about his brother's parcel that is located just outside the Cedar Grove limits. The brother currently has 400-500 head of cattle on an A-2 parcel which would be grandfathered in, but there is no way to make the parcel conforming unless rezoned to A-1. After some discussion, Kevin suggested that the Town move the FPA boundary up to the village limits along parts of Palmer Rd, with most of the farmland being A-1 on the west side between Cty D and Cty RR. The brother's parcel could then remain zoned A-2. There was also a response from Paul McCabe who would like his parcel to remain A-1. It was suggested that the FPA boundary also be moved to include Paul's parcel.

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Glen Grisolono was in attendance and spoke about a parcel he purchased that is zoned A-2 and on which he would like to build a residence some day. Current ordinances would not allow it for multiple reasons. Glen talked of possibly purchasing more land to make his parcel more conforming. It was suggested that he talk with County Planning and the DNR to see if this idea would be advantageous to him. Kevin Struck stated that Glen's parcel could be rezoned to A-5, or R-1 since it is east of I-43. Members of the Plan Commission pointed out that the length of the driveway that would be needed to reach Glen's parcel, approximately 1100 feet, could make emergency vehicle access difficult. He would need to apply for a variance due to no road frontage, with only a 50 foot wide easement for access. Work with the County is also required due to the possible navigable waterway that runs along his property.

There remain nine letters that need to be sent out, but Kevin Struck wanted some clarification on them first. The nine parcels in question all have CSMs filed and are vacant parcels. Kevin feels that A-PR may cause an issue for the landowners. It was decided these could be rezoned A-1-S.

### 9. Review/approve minutes of prior meeting(s).

David Huenink indicated that the names Lloyd & Don in item 18 needed to be corrected to read Lloyd DeRuyter & Dan Teunissen. David Huenink made a motion to approve the minutes as presented with this one correction. David Mueller supported the motion. The motion passed by a unanimous voice vote.

### 10. Building Inspector Reports:

#### a. Review/approve building permits report.

There was no building report presented this month. Tom Huenink reported that there were some permits, but all of low value. These will be included on the next report.

#### b. Review/approve building permit requests needing Plan Commission review:

Tom Huenink reported that there were no permit requests for review this month.

#### c. Follow-up item(s):

Luigi Pizza – Tom reported it appears nothing has been done on site to date. He said his 'no construction' placard in front is missing, but the one located at the rear of the building is still in place. He has not seen a State approved plan yet so tried contacting the State Inspector but had to leave a message and received no reply. Don Becker told Tom if he does not hear back from the State Inspector within a week to call them again. Don said the Town may need to contact Gerry Antoine, the Town's attorney, to find out what has happened with the expansion and why things have stopped.

### 11. Public input.

There was no public input.

### 12. Discuss/act on situation of Kevin Gerard's lakefront parcels with multiple houses.

Don Becker informed the Plan Commission members that he and David Huenink met with Gerry Antoine, the Town's attorney, to discuss this topic. Don also contacted County Planning but had not heard back from them yet.

The intent is to send a letter to Kevin Gerard stating that we want to work with him to come to a resolution. The issues must be addressed and we would welcome his participation. Gerry Antoine could review the final draft and suggest rewording if needed. The letter would be sent registered mail. Matt Teunissen reported the new "guest house" building is three stories high, with a walk-in basement and was told each level has a bathroom.

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Don Becker made a motion to draft such a letter and send it by registered mail. David Mueller supported the motion. The motion passed by a unanimous voice vote.

13. Discuss/act on accommodating multi-generation families residing on one property.  
David & Louise Huenink created a draft survey for the Plan Commission members to review. Don Becker suggested that the survey be sent out within a week along with self-addressed stamped envelopes to the appropriate municipal clerks. The survey will be sent to towns with a similar mix of agriculture and residences.
14. Discuss/act on draft Special Exception Ordinance  
Due to the time, Trevor Mentink made a motion to table topics 14, 15, 16 and 17 until the next Plan Commission meeting. Roy Teunissen supported the motion. The motion passed with a unanimous voice vote.
15. Discuss/act on requiring Plan Commission review of certain type of building permits prior to issuance  
Item tabled until the next Plan Commission meeting.
16. Discuss/act on requiring a Driveway Placement Approval form with relevant PC applications  
Item tabled until the next Plan Commission meeting.
17. Discuss/act on penalties for not meeting a timeline, such as an application requirement or a CUP condition  
Item tabled until the next Plan Commission meeting.
18. Discuss/act on ongoing issues:
  - a. Status of applications being processed. .
  - b. Rezoning and boundary line adjustment for Tiffany Feldmann property on WI-32  
Louise Huenink sent a reminder letter about the action needed for rezoning. To date she has not heard back from Tiffany.
  - c. After zoning changes – Zoning violation in R-1 district and failure to obtain building permits for improvements.  
Item tabled until the next Plan Commission meeting.
  - d. After zoning changes – Create a revised Zoning Ordinance Summary  
Item tabled until the next Plan Commission meeting.
19. Public input.  
Jack Stokdyk asked if another early meeting was planned in June. Don Becker suggested a separate meeting with Kevin Struck to avoid conflicts with the standard meeting. May 23, 2016 at 7:00 PM was suggested as a possible meeting date. Kevin will be contacted for his availability.  
Nate Voskuil asked about a daycare facility on Smies Rd.
20. Review/approve attendance records for prior and current meeting(s).  
David Mueller made a motion to approve the attendance records as presented and discussed. Trevor Mentink supported the motion. The motion passed by a unanimous voice vote.

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### 21. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:23 PM. David Mueller supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink, Plan Commission Clerk  
May 4, 2016