

# DRAFT

## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, November 7, 2016

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.  
Acting Chairman David Huenink 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.  
Acting Chairman David Huenink 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, Matthew Teunissen  
Absentee(s) Nathan Voskuil, Tom Huenink – Building Inspector  
Attendee: Louise Huenink – Clerk
6. Adopt agenda as official order of business.  
Don Becker made a motion to adopt the agenda as presented. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
David Mueller made a motion to approve the minutes as presented. Trevor Mentink 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 report as presented. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.
  - b. Review/approve building permit requests needing Plan Commission review:  
None.

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- c. Follow-up item(s):  
None.

## 9. Public input.

Ryan Taches on Hoitink Road is planning to buy just under a half acre to add to his current property, and wanted to know what steps he needed to take. David Huenink said his proposal was a “boundary line adjustment” talked him through the steps. The Plan Commission Clerk gave him an application form for the rezoning of the land to be purchased. Jack Stokdyk asked of the person selling would he need to set aside land in A-PR. What amount of acreage is the starting point for A-PR, a half acre or one acre? David Huenink said he would contact Kevin Struck of the WI-Extension to get guidance on this situation. Ryan said he would also like to have animals and was told he would need to rezone to A-5. This would require a minimum of 1.5 acres which he would have with the land purchase. Ryan said he has contacted Dennis VanSluys to do a survey.

## 10. Public Hearing notices for:

A request by Randy Joose for a Conditional Use Permit to create rental storage units for personal and business use within an existing building.

There were no comments or questions for Randy. Jack Stokdyk made a motion to close the public hearing. David Mueller supported the motion. The motion passed by a unanimous voice vote

A change to the zoning ordinance authorizing the Plan Commission to grant special exceptions to set-back requirements in the R-1 district.

There were no additions or question by the Plan Commission. David Mueller made a motion to close the public hearing. Eugene Schmitz supported the motion. The motion passed by a unanimous voice vote.

## 11. Discuss/act on a request by Randy Joose for a Conditional Use Permit to create rental storage units for personal and business use with an existing building.

Acting Chairman David Huenink asked if there were any questions or concerns, there were none. Randy confirmed that Tom Huenink said his building was a Level 1 so only needed the standard permit. Randy asked about creating a separate mailing address for the storage building since it faces Route 32 and his address is on County Rd. A. He was told he would need to talk to County Planning about this. Roy Teunissen made a motion to grant a Conditional Use Permit with the standard conditions for a business. Jack Stokdyk supported the motion which passed with a roll call vote. Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Recused, David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen - Yes

## 12. Discuss/act on a change to the zoning ordinance authorizing the Plan Commission to grant special exceptions to set-back requirements in the R-1 district.

Acting Chairman David Huenink stated the Town Board had voiced they were in favor but was waiting for the Plan Commission to hold the Public Hearing. Trevor Mentink made a motion to recommend to the Town Board to approve. David Mueller supported the motion which passed with a roll call vote. David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes.

## 13. Discuss/act on a request by Myra Olson for a minor land division and for a change in zoning from A-1 to C-1

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This was discussed at an earlier Plan Commission meeting and the related public hearing had been held. Myra submitted a slightly revised CSM showing that the north parcel was no longer being changed. The 5 acres was still planned to be taken from the south parcel. This would cause the remaining 15 acres to be non-conforming under A-1 so it needs to be rezoned. It was decided that rezoning to A-PR was appropriate. Trevor Mentink made a motion to recommend to the Town Board to approve the land division and rezoning contingent on the applicant agreeing with the proposed A-PR zoning and the Town's adoption of the proposed new zoning ordinance. Roy Teunissen supported the motion which passed with a roll call vote. David Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen – Yes, Don Becker – Yes.

## 14. Discuss/act on accessory apartments and owner's quarters.

Acting Chairman David Huenink stated he still had not contacted the Town's attorney regarding the options presented to the Plan Commission in September. This topic will be on the December agenda.

## 15. Discuss/act on ongoing issues:

### a. Applications being processed.

The spreadsheet was reviewed and comments are found under items c and d.

### b. Driveway Placement Approval form with relevant PC applications:

Nate Voskuil was not in attendance. This topic is tabled until a future meeting.

### c. Request by Grant VanDriest for split zoning of B-1 & R-1 and a conditional use permit for selling vodka.

Received the Plat of Survey from Grant. There were no questions or concerns voiced by the Plan Commission members. It was discussed that a condition be added to the Conditional Use Permit stating Grant needs to obtain and maintain a liquor license and an operators permit(s). David Huenink stated that the action would be a recommendation to the Town Board to approve the dual zoning contingent on liquor license/operator permit condition being met. Since this request was no longer urgent, Don Becker said he would review the CUP with the condition written before approving the request. This topic will be on the December agenda.

### d. Request by Tiffany Feldmann for rezoning from P-2 to A-5 and a conditional use permit.

The required additional information has not been received from Tiffany. It was decided to send a letter to Tiffany stating that the time limit for having her rezoning included in the town wide rezoning had passed. Since she is in violation of the Town's ordinances, she needs submit a new application, with payment, for the required rezoning and Conditional Use Permit. Matt Teunissen suggested setting a deadline for submitting the application and if not met then she must remove all the sheep. Don Becker suggested this be reviewed by Gerry Antoine for legal guidance.

## 16. Public input.

Jack Stokdyk had a question concerning CG Services facility on Smies Rd debris piles being removed per the CUP. David Huenink stated that this subject came up at another meeting he attended. He was told by the Cedar Grove Fire Department that the debris pile was being burning, which caused smoke to be seen from and possibly drift over the adjacent I-43. David also said that the DNR has an ordinance prohibiting debris from one property was moved to a different property from being burned. It was decided that the Town notify the DNR about this possible violation of their regulations.

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Jack also asked about the inspection report for Kevin Gerard that was sent in by Tom Huenink. He asked if follow up inspections could be made to ensure that a kitchen/food prep area is not installed. David Huenink stated that Gerry Antoine said only if a complaint was filed.

Don Becker gave words of appreciation to everyone and especially to David Huenink for helping to take care of things during his absence.

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

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

18. Adjourn.

Roy Teunissen made a motion to adjourn at 9:14 PM. Trevor Mentink supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink, Plan Commission Clerk  
November 8, 2016