

DRAFT

Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, December 5, 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.
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, Roy Teunissen, Matthew Teunissen
Absentee(s) Trevor Mentink, Nathan Voskuil
Attendee: Tom Huenink – Building Inspector, Louise Huenink – Clerk
6. Adopt agenda as official order of business.
Eugene Schmitz 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 said that Randy Joosse's last name was misspelled and needed to be corrected in two places. Don Becker indicated that under Public Input it was noted that the Town was to contact the DNR about a violation but that no name was listed. David Huenink said that he was to do it. David Huenink made a motion to approve the minutes with the two corrections. David Mueller supported the motion. The motion passed by a unanimous voice vote.
8. Building Inspector Reports:
 - a. Review/approve building permits report.
No report was presented
 - b. Review/approve building permit requests needing Plan Commission review:
None.

DRAFT

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

9. Public input.

There was no public input.

10. Public Hearings for:

A proposed Ordinance repealing and recreating the entire Zoning Ordinance for the Town of Holland. There were no comments or questions. Jack Stokdyk made a motion to close the public hearing. David Mueller supported the motion. The motion passed by a unanimous voice vote

A request by Daniel Obbink on behalf of Ruth Obbink for a minor land division and rezoning from A-1 to A-1-S.

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

A request by Kevin & Shelly Dulmes for rezoning from R-1 to A-2 or A-1-S after a boundary line adjustment.

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

11. Discuss/act on a proposed Ordinance repealing and recreating the entire Zoning Ordinance for the Town of Holland.

Kevin Struck of the UW-Extension was in attendance. He recommended that when adopting the proposed ordinance the two notes found in §330-27 and §330-28 be deleted per our earlier decision. Jack Stokdyk suggested that all zoning changes be tracked. It was decided that this would be added to the Plan Commission Clerk's annual reporting. David Huenink asked about the time frame for notifying the clerks of the abutting municipalities. Kevin said it is usually 10 days prior to the public hearing, but there was no penalty if not done. It was decided that an email would be issued followed by a letter in the mail. Don Becker will write the notification and work with the Town Clerk to issue. Jack Stokdyk made a motion to recommend to the Town Board to repeal and recreate the Zoning Ordinance, based on the version certified by DATCP but deleting the identified notes in §330-27 and §330-28. David Mueller supported the motion which passed with a roll call vote. Don Becker – Yes, David Huenink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen - Yes

12. Discuss/act on a request by Daniel Obbink on behalf of Ruth Obbink for a minor land division and rezoning from A-1 to A-1-S.

David Huenink stated that although the application listed four parcel numbers only one was being changed. The homestead was being divided off to sell, while keeping the farmland. David also reported that the required CSM had not yet been received. Kevin Struck of the UW-Extension said we needed to take the whole farm tract into consideration to determine the acreage to be set aside for A-PR zoning. The applicant will need to provide a Plat of Survey to show where the A-PR acreage will be. Roy Teunissen made a motion to recommend to the Town Board to approve the requested land division and rezoning as follows:

DRAFT

- a. Land division of 3.01 acres as identified on CSM.
- b. Rezone the 3.01 acres from A-1 to A-1-S.
- c. Rezone 17.9 acres from A-1 to A-PR per a Plat of Survey to be provided by the applicant.

The above recommendation is contingent on:

- a. Receipt of the CSM.
- b. Receipt of the Plat of Survey.
- c. Adoption of the new Zoning Ordinance.

David Mueller supported the motion which passed with a roll call vote. David Huenink – Yes, David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen – Yes, Don Becker – Yes.

13. Discuss/act on a request by Kevin & Shelly Dulmes for rezoning from R-1 to A-2 or A-1-S after a boundary line adjustment.

Kevin Struck of the UW-Extension said that currently there were no houses on the 84 contiguous acres. By selling the 7.24 acres Keith Dulmes would need to indicate where the 16.67 acres will be located for rezoning to A-PR. This land needs to include a buildable site. Keith said he intended to continue using all remaining acreage for farmland, with no intent to further develop.

David Huenink made a motion to recommend to the Town Board to approve the rezoning for Kevin & Shelly Dulmes from R-1 to A-1-S as follows:

- a. Rezone existing 1.26 acres from R-1 to A-1-S.
- b. Rezone acquired 7.74 acres from A-1 to A-1-S.
- c. Rezone 16.67 acres of Keith Dulmes property from A-1 to A-PR.

The above recommendation is contingent on:

- a. The boundary line adjustment.
- b. Receipt of description and authorization from Keith Dulmes for the 16.67 acres to be rezoned from A-1 to A-PR.
- c. Adoption of the new Zoning Ordinance.

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.

14. Discuss/act on ongoing issues:

- a. Applications being processed.
Jack Stokdyk suggested that with the new ordinances we could send any new applications to Kevin Stuck for review and input on how to handle. Don Becker suggested adding a column called “Contingent On” to our spreadsheet.
- b. Driveway Placement Approval form with relevant PC applications:
Nate Voskuil was not in attendance This topic is tabled until a future meeting

DRAFT

- c. Request by Grant VanDriest for split zoning of B-1 & R-1 and a conditional use permit for selling vodka.
David Huenink walked the Plan Commission members through the Conditions for the Conditional Use Permit, based on the Business Standard Conditions with the added condition of obtaining a Town of Holland liquor license and operator permit(s). There were no concerns so this goes to the Town Board per last month's decision.
- d. Request by Tiffany Feldmann for rezoning from P-2 to A-5 and a conditional use permit.
The required additional information still has not been received from Tiffany. Don Becker will draft a letter stating she was in violation of Town ordinances. He will send the letter to David Huenink and the Town's attorney for review before mailing.
- e. Accessory apartments and owner's quarters
David Huenink to talk with the Town's Attorney.

15. Public input.

David Huenink announced that Nate Voskuil had contacted Don Becker and himself about resigning from the Plan Commission. Nate has other personal commitments, including an upcoming appointment to Fire Chief for the Oostburg Fire Department. David asked for recommendations for a replacement. Don Becker said the Town Board may also offer recommendations. The Town may need to advertise the position if needed.

16. 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.

17. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:26 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
December 5, 2016