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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, April 3, 2017

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, Matthew Teunissen
Absentee(s):
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. David Huenink 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. Jack Stokdyk 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. David Mueller supported the motion.
The motion passed by a unanimous voice vote.
 - b. Review/approve building permit requests needing Plan Commission review:
None.
 - c. Follow-up item(s):
None

DRAFT

9. Public input.

Greg Kanz presented the Plan Commission with his application for a Driveway Permit. Nate Voskuil, the Town's Director of Public Works, suggested Greg come to the meeting since the recent changes to the Town's zoning ordinances. The application and payment was accepted and will be given to Nate.

Robert DeRuyter has a parcel on Six Mile Rd (14.08 acres, zoned A-1-S) that he wants to sell as buildable. He asked if the new zoning ordinance allowed a residence to be built. The Plan Commission explained that the housing density is 20 acres, so Robert would need to find an additional 6 acres of A-1 land that would be rezoned to A-PR. Roy Teunissen said this is Robert's last parcel so has no other A-1 land. It was suggested that Robert get an agreement from a neighboring landowner or his brother to rezone the needed 6 acres of buildable A-1 land to meet the 20 acre density.

Shane Anderson has a parcel on County Road G (about 6 acres, zoned A-2). He would like divide the land in order to build a second residence for his mother-in-law. His parcel is next to the Town Hall with insufficient road frontage for two normal lots. A couple of options are, he could request a road frontage variance from the Board of Appeals or request approval for a flag lot from the Plan Commission. A-2 has a 5 acre housing density, so he would need to have at least 10 acres to have two residences. Shane had already discussed purchasing the additional 4 acres from his neighbor to the west, which is also zoned A-2. Shane will need to get a perc test for a second septic system. It was suggested he consider connecting the new home to the existing septic mound and build a new mound system for the current home. The next steps for Shane are 1) acquiring 4 acres from his neighbor and 2) discuss situation with County Planning for boundary line adjustment and getting a perc test.

10. Public Hearing for:

A request by Robert Stifter for a minor land division and rezoning

Mr. Stifter was unable to attend so Roy Teunissen represented him. David Huenink made a motion to close the public hearing. Jack Stokdyk supported the motion. The motion passed with a unanimous voice vote.

11. Discuss/act on a request by Robert Stifter for a minor land division and rezoning

This is a straight forward request so there were few questions or issues. Don made a motion to recommend to the Town Board to approve the land division and rezoning. David Huenink supported the motion. The motion passed with a roll call vote.

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

12. Discuss/act on enforcing housing density limits in A-2 and A-5.

The potential issue is caused by the minimum lot size being smaller than the housing density. One solution discussed earlier is to make the minimum size match the density. But one of tonight's public input topics was a perfect example of issues with that. Creating a new A-2-D district is a possibility to help track land 'used' for development. A-PR cannot be used due being an FPZ district. The Town may consider reviewing all A-2 parcels under 5 acres to determine whether the entire parcel should be rezoned to A-2-D. Though waiting until requests concerning those parcels is more likely.

After some discussion it appears creating A-2-D is the best solution. It was suggested that this idea be discussed with Kevin Struck of the UW-Extension and then be on the next Plan Commission agenda. Jack Stokdyk suggested the A-2 property owner have the option of meeting density requirements by

DRAFT

rezoning A-1 to A-PR. It was agreed this sounded like a good option, but also needs to be discussed with Kevin

A-5 has the same issue as A-2 so could possibly be handled similarly, by creating an A-5-D district. The biggest concern is A-5 parcels within farmland preservation areas. David Huenink said he would contact Kevin Struck to discuss.

13. Discuss/act on Ordinance amending §330-27.B(2)(a), §330-28.B(2)(a), §330-29.B(1)(b)[1], §330-30.B(2)(a) and §330-31.C(1)(b)[1] of the code of the Town of Holland regarding Guest Quarters
David Huenink presented proposed new wording to include a definition of “food preparation area and to grandfather existing Accessory Apartments. Don suggested rearranging one sentence to better emphasis the intent. Trevor Mentink made a motion to recommend to the Town Board to approve the new wording. David Mueller supported the motion. The motion passed with a roll call vote.
David Mueller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matthew Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes.

14. Discuss/act on ongoing issues:

- a. Applications being processed.

The report was missing from the packet, but Louise Huenink reported that the only application in process was for Grant Van Driest. It has been over 3 weeks since the documents were sent to him for his signature and to be notarized. David Huenink said he needs to check with the State of WI regarding the requirement for a local liquor license since retail sales are planned.

15. Public input.

Jack Stokdyk asked if someone who owns four 60-ft lots could change them to become two larger lots. This was brought up due to a neighbor wanting to buy part of one of the lots. Jack was told this can certainly be done. The person would need to do two boundary line adjustments and two mergers at the same time. The County Planning Department handles those actions.

David Huenink presented a situation along Lake Michigan with 60-ft wide lots and property lines that are not perpendicular to the shoreline, though the houses are built relative to the shore. A property owner is talking about installing a fence on the property line to the OHWM. Due to the severely angled lot lines, the fence would end up blocking a good portion of the lake view from a neighboring home. Don and Dave will search for ordinances that might pertain.

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 9:37 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
April 4, 2017