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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, June 5, 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.
Acting chairman, David Huenink, called the meeting to order at 7:33 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): Tom Huenink – Building Inspector
Attendee: Louise Huenink – Clerk
6. Adopt agenda as official order of business.
David Huenink said items 12 thru 14 would be dependent on when Kevin Struck of UW-Extension arrives. Jack Stokdyk made a motion to adopt the agenda as possibly amended by Kevin's arrival. 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. Roy Teunissen 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. Eugene Schmitz supported the motion. The motion passed by a unanimous voice vote.
 - b. Review/approve building permit requests needing Plan Commission review:
A possible lake front buyer contacted David Huenink per a recommendation by Tom Huenink to better understand possible options for an existing house on a parcel of interest. Don Becker was also contacts and had advised Tom on how to handle such a question in the future.

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

9. Public input.
None.

10. Public Hearing for:

A request by Ronald DeTroye for a conditional use permit to build a 1,560 sq. ft. garage. Ron said Dennis VanSluys completed the survey and Ron decided on doing a 13 ft. peak. Don Becker asked if plans for a restroom, workroom, etc are still part of the plan since these were not shown on the drawing. Ron said yes and that he understands that this structure cannot be used as a secondary residence. Ron asked for some clarification on how things work with Shoreland Zoning if approved. Ron said when he contacted the County they said this request falls under the Town's jurisdiction since the setback is far enough from the lake. Ron was told he just needs to have the County review the plans and can start working with Tom Huenink for the permits. Jack Stokdyk made the motion to close the public hearing. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

11. Discuss/act on a request by Ronald DeTroye for a conditional use permit to build a 1,560 sq. ft. garage. Don Becker stated that as long as the structure does not become a second residence he saw no issue with this request. David Huenink said this request was similar to another the Town had and he also saw no issues. Matt Teunissen asked if the Town should add the point about a second residence into the conditions of the conditional use permit. It was said this would just be restating what is in the current ordinance. Don Becker said we could reference the Town's ordinance in the conditions. David Huenink made the motion to grant a Conditional Use Permit allowing 1,560 sq. ft. in aggregate footprint of all accessory buildings, with the standard conditions imposed on CUPs. David Mueller supported the motion. The motion passed by a roll call vote.
Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matt Teunissen – Yes, Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes.

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

David Huenink briefed the Plan Commission members on his conversations with Kevin Struck of the UW-Extension. Don Becker asked if they had talked about purchasing development rights with limits on the size. David talked about an A-PR 'land bank' where a person could purchase the necessary A-PR acre(s) to meet housing density requirements. It was suggested using a whole number of acres vs. having fractions used as a minimum requirement.

A-5

Kevin Struck said most towns have set the lot size and housing density to be the same. In the transition areas, it is often better to allow a smaller lot size. Don Becker said the Town does not want small lot sizes commingled in predominate A-1 areas. The higher housing density could allow a 3-acre lot owner to divide off 1.5 acres and enable a second house where only one is currently allowed. Kevin Struck said the Town could have one rule for within the transition area and another rule for outside the transition area. Such as 1.5-acre minimum lot size with 1.5-acre density for within the transition area and a 3 acre minimum lot size with 3 acre density for parcels outside of the transition area. It was brought up that the Town may need to grandfather any parcel that is less than 5 acres. Jack Stokdyk asked if the Town prefers allowing someone to build on land that is non-farmable instead of tillable land.

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Trevor Mentink said if the Plan Commission proceeded with the 1.5-acre lot/1.5-acre density within the transition area and 3 acre lot/3 acre density outside the transition area that we would need to identify the existing eight A-5 parcels that are less than 3 acres. Out of the eight parcels there are four located out in predominant A-1 areas.

David Huenink suggested including the statement such as “as of xxxx date, the lot size must be xx acres”. The date would be the date of the adoption of the ordinance. Don Becker asked Kevin Struck to help the Plan Commission with the new wording for the ordinance. Don said in the future it will be the applicant’s responsibility to prove size. Everyone was in agreement about the lot/density changes for A-5 and the proposed intent of the ordinance.

A-2

A-2 is currently 2.5-acre lot size with 5-acre density. Since all these parcels are in the country, A-2 is less of an issue, but everyone felt the best solution was to make the lot size match the density size. Kevin found only two A-2 parcels that were 1.5 acres and with no residences on them. The Plan Commission decided that A-2 should be revised to 5-acre lot size with 5-acre density as of the date of ordinance adoption.

13. Discuss/act on permitted accessory uses within agricultural districts

Don Becker said a request had come in asking to put up an accessory building first before building the primary residence. It was said the building would be used for agricultural storage only. Don asked Kevin Struck if we should craft wording for farm vs non-farm parcels to make it easier to interpret. The Town does not want to take away the right for someone who truly wants to farm. Kevin pointed out that in the past the Plan Commission just mimicked the wording from A-1 for A-2 uses and this is what is causing issues now. Kevin suggested restoring some of the A-2 ordinance to an older version to solve the problem. He then walked everyone through the 2006 version and some revised wording to meet today’s needs was discussed. Matt Teunissen suggested making any accessory building a conditional use permit. It was agreed that Kevin would send a draft copy showing the changes so that the Plan Commission can review.

14. Discuss/act on clean up of ordinance references to farm & non-farm residences.

During discussion, Kevin Struck proposed moving items from the permitted use of A-2 to become a conditional use. It was suggested that the definition of non-farm residence be removed. Kevin said DATCP required this definition to remain short term. Though once DATCP updates their statutes this will not be an issue. The Town might consider doing a land bank to avoid having small scattered A-PR parcels. The alternative is to have the applicant figure out where to get the needed acres to meet density requirements if needed. Matt Teunissen said doing the land bank makes it easier for people to build, where if they need to find the extra land themselves they would need to know someone who would sell it to them. Jack Stokdyk suggested if there was less than an acre the person must go to the land bank, but if larger they can go to someone they know for the land. Kevin will look into how easy it would be to word in the ordinance. Don Becker said items 12, 13 and 14 will be on the next Plan Commission agenda.

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15. Discuss/act on ongoing issues:

a. Applications being processed.

Ronald DeTroye is the newest application and was discussed above.

16. Discuss/act on setting alternate meeting location during Town Hall renovation.

David Huenink said that he and Steve Jones of the Town Board had been contacting places for possible meeting sites. The Village of Oostburg said we could use the meeting room within their office for the Plan Commission's July through November meetings. A notice will be put in the Lake Shore Weekly and the Sounder showing the address change for these meetings.

17. Public input.

Nate Voskuil sent in three driveway applications for review only. Don Becker noticed that two different versions of the form were used. He also noticed that on one of the applications Nate did not put in notes as to why he circled 'No' and wondered if there may have been another possible location that was more suitable.

18. 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.

19. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:51 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
June 6, 2017