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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, August 7, 2017

Time: 7:30 PM

Place: Village of Oostburg offices, 1140 Minnesota Avenue, Oostburg, WI

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.
David Huenink 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).
Roy Teunissen made a motion to approve the minutes as presented. David Mueller 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 July & August reports 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:
None.
 - c. Follow-up item(s):
None.

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9. Public input.

Larry Britton of Pine Beach Road is planning to build a structure (garage) on property he is planning on purchasing from two of his neighbors. Larry handed out a packet showing what his plans are. The garage will have no water/plumbing and is intended only for storing automobiles and personal property. Larry said the increased size of his property would enable a garage size of 1,100 sq. ft. His current garage is 575 sq. ft. He would be requesting a Conditional Use Permit allowing a total of 1,600 sq.ft. footprint for accessory buildings on his planned resultant 1.22 acre parcel. The Plan Commission confirmed that this type of request has been handled before and no issues were voiced. For the Plan Commission to make a decision Larry will need to submit an application and fee. The plan is to merge all acquired land into his current parcel which would require boundary line adjustments handled by Sheboygan County Planning. Any CUP approved would be contingent on the proposed boundary line adjustments and include the standard conditions for similar CUPs.

Mary Theune – David Huenink presented her plan of purchasing 8.55 acres from a neighbor, rezoning it from A-1 to A-1-S, and merging it into her current parcel. She would also rezone her existing land from R-1 to A-1-S. Mary had requested a minor land division, but it was determined that a boundary line adjustment was needed instead. The Plan Commission voiced no issues with the proposed actions. The clerk with contact Mary so this item is on the agenda for the next Plan Commission meeting.

10. Public Hearing for:

A request by Scott & Leigh Hoftiezer for a minor land division and rezoning.

Ted Scharl & Dennis Van Sluys were present. They explained the plans for creating two separate parcels containing the homestead and cottage and leaving the rest of the land as farming. Dennis said a CSM will be created for Lot 1 containing the farm house. To meet County requirements they also plan to dedicate 16.5 feet to Lower Smies Road, making it 66 feet wide, and will rezone that dedicated land to P-2. The next step will merge 10.88 acres into Lot 1 for a very short period. The final step will merge 9.2 acres back into the farmland parcel. Dennis said he needs to confirm that these steps can be completed as proposed. This will be a three step process: 1) Divide off land for Lot 1 & rezone to R-1 via a CSM. Also dedicate a 16.5 feet wide strip of land to Lower Smies Road and rezone it to P-2. 2) A boundary line adjustment such that 10.88 acres containing the ‘cottage’ is temporarily merged with Lot 1 and partially rezoned to R-1. 3) A boundary line adjustment such that 9.2 acres merges with the main farmland parcel. David Huenink made a motion to close the public hearing. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.

11. Discuss/act on a request by Scott & Leigh Hoftiezer for a minor land division and rezoning.

David Huenink recapped his visit with Ted Scharl and the email that was sent by Emily from County Planning. He said the end result will be what Dennis Van Sluys presented tonight. The only hitch is the short period of time that things will be non-conforming before becoming conforming. Adding the 16.5 feet to the road solved a big issue for the farmhouse. Don Becker made a motion for the Plan Commission to recommend that the Town Board approve 1) a minor land division for Lot 1 along with the 16.5 ft wide strip of land dedicated to Lower Smies Rd.; 2) rezoning Lot 1 to R-1 and the land dedicated to the road to P-1; and 3) rezoning the land containing the ‘cottage’ to R-1. All this is contingent upon the receipt of a final CSM. Jack Stokdyk supported the motion. The motion passed by a roll call vote.

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

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12. Discuss/act on ongoing issues:

- a. Applications being processed – All are current
- b. Discuss/act enforcing housing density in A-2 and A-5.
To be put on the next meeting's agenda
- c. Discuss/act on permitted accessory uses within agricultural districts.
To be put on the next meeting's agenda
- d. Discuss/act on clean up of ordinance references to farm & non-farm residences.
To be put on the next meeting's agenda

17. Public input.

Trevor Mentink said he was contacted by a couple who wanted to know if they could rezone some land (20 acres) from A-2 to A-1 for farming. There is a house on the parcel. They haven't purchased it yet, but wanted to know if rezoning was possible before purchasing. No issues were voiced. It was advised that the couple make the rezoning a contingency on the purchase agreement.

Jack Stokdyk had a question about one of the Town's requirements for building a residence. He wanted to know where the minimum limit of 1,300 sq. ft. came from. It was explained that the 1,300 sq. ft. limit was set to restrict mobile homes. Jack's concern is about older adults who are looking to downsize their home and this limit would force them to build bigger than they intended. He asked if the width limit could be changed to fix this issue. Consensus is not to spend the time on looking into this since no one has come forward with such a request.

Roy Teunissen said people have commented that the CG Services property near I-43 looks like a junk yard. Jack Stokdyk asked if Nate Voskuil could keep a record of what is going on at the site, such as taking photos periodically.

Roy also stated that Shane Anderson put a camper at the back of his property and his mother-in-law now lives in it. Town ordinances allow a camper to only be used temporarily as living quarters. The building inspector issues a permit for a camper. The permit is only good for up to 2-3 months and can be renewed once. Don Becker said he will take the action item to follow-up with Tom Huenink and/or Shane Anderson about this topic.

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 9:01 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
August 8, 2017