

# DRAFT

## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Tuesday, January 2, 2018

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. During Town Hall renovation, records are temporarily being stored at alternate locations.
5. Roll call.  
Attendees: Don Becker, David Huenink, Trevor Mentink, David Mueller, Eugene Schmitz, Jack Stokdyk, Roy Teunissen  
Absentee(s): Matthew Teunissen  
Attendee: Tom Huenink – Building Inspector, Louise Huenink – Clerk
6. Adopt agenda as official order of business.  
Jack Stokdyk made a motion to adopt the agenda as presented. Eugene Schmitz 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. Eugene Schmitz 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:  
None.

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

## 9. Public input.

Todd Johnson was in attendance and asked the Plan Commission members for guidance on how to properly handle his deceased mother's property. David Huenink informed the members that Todd had contacted the Plan Commission clerk via email. Upon some research the clerk found all four involved parcels are R-1. The Plan Commission recommended two separate actions.

1. Boundary line adjustments move to small portions of parcel 59006074450 to parcels 59006077540 and 59006077530 so the tennis court does not straddle property lines.
2. Minor land division of parcel 59006074470 with an east-west line that is adjacent to the existing lot line separating parcels 59006074480 & 59006074490.

Brad Peterson has two parcels on Cty D. The smaller parcel is about 5 acres, mostly wetlands and the driveway runs through it to the planned home on the larger parcel. Brad is considering merging the two parcels and asked about any disadvantages in doing so. No negative aspects were mentioned but some positive reasons were provided. Brad is also considering digging a pond in the wet area at some time in the future and asked about any local, state or DNR regulations. No town or county rules were mentioned and a building permit should not be required. The DNR should be contacted prior to starting.

A town resident asked if there were any restrictions on driveway placement relative to property lines. There are none at this time. The usual driveway placement considerations are safety and drainage.

## 10. Discuss/act on zoning ordinance matters:

Primary objectives are:

- a) Enforcing housing density in A-2 and A-5
- b) Permitted accessory uses within agricultural districts
- c) Cleanup of ordinance references to farm and non-farm residences

Kevin Struck, of the UW Extension distributed a handout showing the required minimum acreage for each Agriculture District zoning. Kevin and the Plan Commission members walked through the changes that were discussed at the October meeting. It was decided to not distinguish between farm and non-farm residences on any land within the FPA.

Kevin walked everyone through all the proposed changes to the current ordinance, as discussed over several meetings. Key changes include:

All new residences within the FPA will need a conditional use permit.

A-3 and A-5 are in the transition areas so a residence is a permitted use.

Removal of some DATCP-related headings that do not pertain in some districts.

A-5 has a minimum lot size of 1.5 acres within the transitional zone and 3 acres outside of the transitional zone.

Kevin was asked to recommend a change related to accessory use so as to allow one accessory building subject to limitations on the footprint, foundation and utilities.

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Kevin reported that other towns discovered two issues that could affect the potential allowed dwelling density. These might restrict the land owners though due to things beyond their control.

1. The county tax records for some parcels show inaccurate acreage information. For example, it could show 40 acres but the parcel is really only 39 acres.
2. Public rights-of-way purchases could reduce acreage to become below density requirements. Possible wording to address this might be: “Lots Impacted by Public Right-of-Way Purchases – Any lot that would become nonconforming due to lacking sufficient acreage to meet the minimum lot size required for its particular zoning district shall remain a conforming lot in that district if the cause is due to a public right-of-way purchases by the State of WI, Sheboygan County or the Town of Holland”.

Kevin will update the proposed ordinance to incorporate the above and present for review and approval at a future Plan Commission meeting.

11. Discuss/act on restrictions on dividing large parcels in the transitional areas  
David Huenink said we could consider reducing or eliminating the current 10-year moratorium of future land divisions in the transitional area only. David Mueller was not in favor of this suggestion believing it would speed up the loss of prime farmland near the villages. It was then suggested to just relax the moratorium on the land east of I-43. Though a village could still annex land and town ordinances would no longer pertain.

This topic will be continued in a future Plan Commission meeting. Kevin Struck was asked to participate either in person or via conference call.

12. Discuss/act on ongoing issues:
  - a. Applications being processed  
Per the Plan Commission clerk’s record it appears Larry Britton hasn’t returned the signed papers for filing. An email was sent and awaiting a reply from Larry.

13. Public input.  
None

14. 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.

15. Adjourn.  
Jack Stokdyk made a motion to adjourn at 9:44 PM. David Mueller supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink, Plan Commission Clerk  
January 4, 2018