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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Monday, February 5, 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.
5. Roll call.
Attendees: Don Becker, David Huenink, David Mueller, Eugene Schmitz, Jack Stokdyk, Roy Teunissen, Matthew Teunissen
Absentee(s): Trevor Mentink, Tom Huenink – Building Inspector
Attendee: Louise Huenink – Clerk
6. Adopt agenda as official order of business.
David Huenink made a motion to adopt the agenda as presented. 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. 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. 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):

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None.

9. Public input.

Joe Maniaci – N2401 Cardinal Ln, 59006070600, R-1

Joe would like to build a second garage to store his RV and wanted to know the Town's regulations. He handed out a survey so the Plan Commission members could better visualize the layout. The building would be 14 feet wide, 28 feet long and approximately 16 feet high. Joe would prefer to have a 5 foot setback from the property line instead of the standard 10 feet to gain more clearance from the driveway on other side of the garage. Don Becker said the options were requesting a conditional use permit (CUP) or a variance from the Board of Appeals. The CUP would need to cover two items. First for allowing the garage less than 10 feet from the property line. Second to allow greater than a 750 aggregate square feet footprint for all accessory buildings, with an estimated 1,315 being required. Joe decided to request a conditional use permit and the clerk provided an application form.

N1319 Cottage Dr, 59006075710, 59006075720, 59006075450, R-1

Peter Burke is a contractor with a client on Cottage Dr that owns three parcels, two with lake frontage and one on the west side of the road. On the west parcel the client would like to add living space for guests to an existing garage. There is also a separate small studio building they would like to add a bath to. Peter proposes putting in a well and a holding tank to serve the parcel. Peter talked to David Huenink a few days ago. David said the garage is an accessory building. An option would be to convert it to a primary residence since it sits on a separate parcel from the owner's house. Peter said he could increase the size of the building to 1,300 sq ft to meet the Town's residence size requirements. Don Becker recommended considering placement of a garage if the entire current structure is converted. Peter said his next step is to talk to the County regarding the possible well and holding tank on this parcel and to discuss the possibilities with his client.

Jim and Lori TeStroote - N960 Sauk Trail Rd

Ted Scharl spoke on behalf of Jim and Lori TeStroote who have property on N960 Sauk Trail Rd. They are considering dividing this parcel into two and believe it is currently zoned A-5. The 10-acre parcel would be divided into 7-acre and 3-acre parcels. One parcel would contain the existing house and buildings and the other would be woods. Jim is currently just investigating the options. The new parcel would need a driveway and probably a cut into a hill for access. He was informed he would need to talk to the Town's Director of Public Works regarding placement of the driveway. A request for a land division will be required if they decide to proceed.

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 was in attendance. He presented the updated proposed ordinance that incorporated the changes discussed in the January meeting. Jack Stokdyk voiced concern with the definition for ACREAGE. He gave an example of someone purchasing a parcel and later a road betterment project results in the lot size no longer meeting some requirements. Kevin said this issue is covered on page 109 under §330-615 Lots Impacted by Public-Right-of-Way purchase(s). After some discussion it was decided that Kevin would change/update the definition to include "on the date the landowner presents a certified survey to the Town for approval or applies for a building permit".

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Don Becker questioned the clarity of the Accessory Structures Uses section §330-12(a). But it was determined there is no way to make this statement any clearer. No further ordinance changes were suggested so the process to proceed was discussed.

Kevin will consistently color-code all the proposed changes to simplify review by the Town Board. Kevin said he would create a draft ordinance to adopt the proposed changes, then have the Town's attorney review it. Dave Huenink suggested simply rescinding the current ordinance and adopting the revised one. Though after discussion it was decided to just submit the changes. In addition, Kevin said that the Transitional Area Map needs to be adopted by the Town. This is only temporary until the comprehensive plan for the Town is updated in 2020.

The Town Board will discuss the proposed zoning ordinance changes and transitional area map at their next meeting. Then a Public Hearing will be scheduled.

11. Discuss/act on restrictions on dividing large parcels in the transitional areas

Reducing or eliminating the 10-year moratorium in the transitional areas was discussed. Also discussed was modifying the Town land division ordinance to match the County's in regard to the maximum number of resultant parcels from minor land divisions. Jack Stokdyk favors having the transitional areas easier to develop so the agricultural areas remain farmland. He said the population is growing and feels the 10-year moratorium is no longer realistic in the transitional areas. Don Becker said the downside is that it would discourage long range planning by the property owners, resulting in haphazard development. Matt Teunissen suggested shortening the moratorium to 1 or 2 years to make the landowner consider their plans more. Kevin said Waukesha County is growing fast and were doing ghost platting, laying out development plans before they happen. He recommended the Town proceed slowly on this topic.

After much discussion, it was decided not to make any changes at this time. The zoning ordinance had major changes in 2017 and numerous minor updates are already drafted for 2018. It is preferred to let things stabilize until the state required update to the Comprehensive Plan in 2020.

12. Discuss/act on ongoing issues:

a. Applications being processed

Received documents and payment from Larry Britton and have filed the documents with the Register of Deeds.

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. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

15. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:46 PM. David Mueller supported the motion. The motion passed by unanimous consent.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
February 6, 2018