

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
Town Holland Hall, W3005 County Road G, Cedar Grove
Monday, November 5th, 2018 7:30pm

1. Call to order:
Chairman Don Becker called the meeting to order at 7:30pm.
2. Pledge of Allegiance:
The Pledge of Allegiance was recited.
3. Certify that the requirements of the Wisconsin Open Meetings law have been met:
Plan Commission Clerk Janelle Kaiser certified that the requirements of the Wisconsin Open Meeting Law had been met. The agenda for this meeting was posted in three places within the Township and on the Town's website.
4. Record retention certification
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call
Attendees: Matt Teunissen, David Mueller, Bryan Kaiser, Craig Droppers, Don Becker, Faith Opsteen, Roy Teunissen, Jack Stokdyk
Absentee(s): David Huenink, Tom Huenink – Building Inspector
Other Attendees: Janelle Kaiser – Clerk, Andy Walsh, Lee Kaat, Tony Krostag
6. Adopt agenda as official order of business:
Motion by Jack Stokdyk, seconded by David Mueller, to adopt the agenda as presented; the motion carried by unanimous voice vote.
7. Review/approve minutes of previous meeting(s)
Motion by Roy Teunissen, seconded by David Mueller, to approve the minutes as presented; the motion carried by unanimous voice vote.
8. Building inspector items:
 - a. Review/approve building permits report:
Motion by Jack Stokdyk, seconded by David Mueller, to approve the August and September building permit reports as presented; the motion carried by unanimous voice vote.
 - b. Review/approve building permit requests needing Plan Commission review: None
 - c. Discuss follow-up items:
Roy Teunissen reported that the property located at N1312 Rauwerdink Rd should be followed up on for an after-the-fact building permit. Clerk Janelle Kaiser will pass along this information to Building Inspector Tom Huenink.
9. Public input:
 - a. Tony Krostag was present to discuss potential home construction on parcel 59006061630, which is currently owned by his family member. The land is zoned A-PR, therefore the parcel falls into the Prime Agricultural Parcel Remnants District, in which residences are prohibited. Don Becker and David Mueller advised Tony to review the section of the Town of Holland code that discusses A-PR zoning as well as what is required to rezone land out of A-PR and Farmland Preservation Zoning.

- b. Andy Walsh was present to discuss a potential parcel split at parcel 59006068380 on behalf of Our Lady of the Lakes Catholic Congregation. Andy inquired about whether it would be possible to divide the parcel so that the rectory located on the property could be offered for sale as a residential property. Don Becker went on a walkthrough with a few parish members to discuss similar matters some time ago and recalled that there could be some contingencies with the parish's plan. He recommended that the parish determine whether setbacks could be achieved to comply with zoning requirements; if the setbacks cannot be achieved, the parcel owners may attempt to obtain a code variance through the Board of Appeals. During discussion of the shared septic system and water source on the property, Andy was referred to the Sheboygan County Planning Department.
 - c. Lee Kaat was present to inquire about how the Town of Holland will follow-up on aesthetics of the new construction project at parcel 59006060651. The Town should periodically monitor the aesthetics of the construction project but will not conduct an on-site inspection to ensure compliance without cause.
10. County Road D widening project:
Sheboygan County will reconstruct County Highway D from STH 57 to ½ Mile East of Knepprath Road to meet current design standards for improved highway safety. Sheboygan County will be acquiring the needed right-of-way from property owners as needed due to construction slopes and ditching. The affected property owners' structures will be grandfathered in where setbacks from the road are concerned. The Town of Holland has deeded parcel 59006065460 to Sheboygan County for this upcoming road project. Construction is set to begin in Spring 2019.
11. 10-year Comprehensive Plan review:
A copy of the comprehensive plan update was included in the meeting packet for members to review. The update consisted of minor changes made to the plan adopted in 2009, and there was consensus amongst the commission members that the plan update was straightforward and easy to follow. There will be a public hearing during a future Plan Commission meeting to discuss the plan update; Clerk Janelle Kaiser will publish a notice in the Sheboygan Press to notify the public.
12. Ongoing issues:
Applications being processed – all are current
13. Public input:
Craig Droppers reported that a property located at parcel 59006060740 may be in violation of the Town Code as it discusses recreational vehicles; Janelle Kaiser received a report about the same parcel from a resident and property owner of the Town that the conditional use permit issued to that parcel owner may be operating a business under different conditions.
14. Review/approve attendance records for previous meeting:
Motion by David Mueller, seconded by Roy Teunissen, to approve the attendance record as presented as discussed; the motion carried by unanimous voice vote.
15. Adjourn:
Motion by Jack Stokdyk, seconded by Roy Teunissen, to adjourn at 9:17 PM; the motion passed by unanimous consent.

Respectfully submitted,
Janelle Kaiser, Clerk