

# DRAFT

## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, July 1, 2013

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 Becker so certified.
4. Record retention certification.  
The Plan Commission clerk stated record retention was up-to-date.
5. Roll call:  
Attendees: Don Becker, Dave Huenink, Trevor Mentink, David Mueller, Jan Rauwerdink, Eugene Schmitz, Roy Teunissen, Jack Stokdyk, Nathan Voskuil  
Absentees – Tom Huenink – Building Inspector  
Other attendees: Louise Huenink - Clerk
6. Adopt agenda as official order of business  
Eugene Schmitz made a motion to adopt the agenda and Roy Teunissen supported. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
Don Becker pointed out that the last statement of the first paragraph of Item 10 should be removed. Need to correct Item 18b to read 70% A-1 or A-3 in a FPA. David Huenink made a motion to approve the June minutes with those corrections and Roy Teunissen supported. The motion passed by a unanimous voice vote.  
May's meeting minutes were amended to remove Mr. Garside's name from Item 11, the public hearing for Eric Arentsen's minor land division. David Huenink made a motion to approve the amended minutes and Jack Stokdyk supported. The motion passed by a unanimous voice vote.
8. Review/approve attendance records for prior meeting(s).  
David Mueller made a motion to approve the attendance records and Roy Teunissen supported. The motion passed by a unanimous voice vote.

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## 9. Review/approve building permits report

David Mueller made a motion to approve the building permits report and Trevor Mentink supported. The motion passed by a unanimous voice vote.

## 10. Public input

David Huenink discussed a call Louise Huenink had received from Mary Schuknecht saying she and her husband wish to pour a concrete slab on their property on Draayers Court to store their travel trailer and to also run electricity to it. David is concerned about the installation of electricity since that enables long term occupancy, though the owners say they would only be using it to keep the refrigerator running to keep it cold. The lot is .1200 acres (about an eighth of an acre) and the Schuknecht's say it is too small to build on so want to use it for storing their trailer instead. The Building Inspector can give a 60 day temporary occupancy permit to the Schuknecht's for when they stay in the trailer while parked on their property. The Building Inspector can also give them an extension of another 60 days, but anything more than that the Schuknechts would need to get approval from the Plan Commission. Eugene Schmitz pointed out that R-1 is for single family dwelling use and if the Town allows permanent storage this could start a trend in requests. Setback requirements were also mentioned. Louise Huenink will contact Mr. & Mrs. Robert Schuknecht and ask for some clarification on the use of the property – Will it be used for year round storage or storage only during the summer months? Is the primary intent for storage only and not to stay in it periodically? What months of the year might they stay in the trailer?

Jack Stokdyk asked if the Plan Commission should revise the 60 ft lot size requirement for building to be slightly smaller than the current 1300 square feet. Tom Huenink had recently refused a building permit to a landowner with such a lot and design they had chosen for the new house. Don mentioned the landowner contacted him via email asking if a basement could be counted in the total square footage of the house. David Mueller pointed out that if the landowner built a full two story home there would be no issue in getting a building permit. David Huenink said that if we revised the ordinance we could use wording such as “For any lot existing before August 1, 2013 with a lot size equal or less than .25 acre, the minimum building size is 1,100 sq.ft. instead of 1,300 sq.ft.”. This topic shall be placed on the agenda for the next meeting.

## 11. Discuss/act on request by Randall Joosse

The Plan Commission Clerk is waiting for a draft Conditional Use Permit from the Town's attorney. This topic shall be placed on the agenda for the next meeting.

## 12. Discuss/act on potential changes in light of the County's Farmland Preservation Plan & the Town's Comprehensive Plan

Don said he received word from DATCP late last month saying the Town's work to date is “pretty good”. Brett Zemba marked on the Town's current map areas that he feels need modification for the Farmland Preservation Plan. The question was asked “what if a farmer sells some of his land causing the boundaries to change?” Per Brett that is not a consideration at this time. DATCP wants the map to follow parcel boundary lines. Don asked the Plan Commission members to review the map to see if any changes need to be made. An option is to update the Town's Comprehensive Plan to include language such as “For purposes of Farmland Preservation, the Sheboygan County Farmland Preservation Plan map shall supersede the Town's Future Land Use Plan map.”

There was discussion also on the letter that Kevin Struck created to send out to landowners. It was suggested Kevin revise the letter to include both A-1 and A-3 zoned farmland and to mention that an informative meeting will be held in the near future. We also want to stress that any questions

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be brought to the Informative Meeting. For any questions after the meeting, Kevin will be the primary contact and Don Becker the secondary contact. Louise Huenink will ask Kevin if he can attend the informative meeting if held on the third Monday of July or August. Louise will also contact Kevin about making revisions to the landowner letter.

The list of A-1 and A-3 landowners to receive the letter was reviewed and several people west of I-43 seemed to be missing. Louise will ask Brett to check the list, then send the updated list to Roy Teunissen, Dave Mueller and Jack Stokdyk to review.

13. Discuss/act on selecting a recordkeeping system for the Town of Holland's base farm tracts  
Jamie Rybarczyk was not able to get back to Don in time for this month's meeting. He wants to talk to and gather more information from someone in Waupaca first. He wants to be careful in how this document should be worded. It was suggested that Kevin Struck attend the next meeting to talk on this subject. This topic shall be placed on the agenda for the next meeting.
14. Discuss/act on regulating wild/dangerous/exotic animals and reptiles by amending Town Code Chapter 140.  
Don Becker handed out copies of some other towns' ordinances concerning this topic. He asked that the Plan Commission members review the various ordinances so a decision can be made about creating a new Town ordinance. This topic shall be placed on the agenda for the next meeting.
15. Discuss/act on communication towers. An email from Kevin Struck was briefly discussed regarding the enforceability of some municipality ordinances after a recent Federal regulation. This topic shall be placed on the agenda for the next meeting.
16. Discuss/act on ongoing issues:
  - a. Status of applications being processed.  
Don Becker stated the benefits of having a non-farm residence CUP issued for the Alan Garside application to cover the probability that it becomes a non-farm residence in the future. Originally the Garside's checked the Rezone box on the application, but during the public hearing it was determined that only a minor land division was needed so the Rezone request was crossed off. As this appears to be a Plan Commission change in strategy, the Town Board will be consulted about how to handle any increased costs.
  - b. Wind farm project proposed within the Town of Sherman.  
Don Becker said that since this project is currently on hold this topic can be removed from the agenda until such notice is given that the project is back on.
17. Public input:  
There was no further public input.
18. Adjourn  
Jack Stokdyk made a motion to adjourn at 9:28 PM and Nate Voskuil supported. The motion passed by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink  
July 2, 2013