

# Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, October 5, 2015

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, Trevor Mentink, David Mueller, Eugene Schmitz, Jack Stokdyk, Matthew Teunissen, Roy Teunissen, Nathan Voskuil  
Absentee(s) excused: None  
Attendee: Tom Huenink – Building Inspector, Louise Huenink - Clerk
6. Adopt agenda as official order of business.  
Don Becker made the motion to discuss item 13 after item 10 dependent on when Kevin Struck arrives. David Huenink supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
Don Becker found a couple of minor corrections: item 14 – change ‘to revise’ to ‘that’, and item 17 – in last paragraph correct ‘Rodger’ to ‘Roger’. David Huenink made a motion to adopt the minutes with these corrections. 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 building permits report. David Mueller supported the motion. The motion passed by a unanimous voice vote.
  - b. Follow-up item(s):  
Roy Teunissen asked if Tom Huenink was able to contact a Mr. Winker yet. The answer was no.

9. Public input.

Doug Hamilton of Appletree Lane was in attendance and provided more information from the August public input about remodeling his current residence. Doug handed out a diagram showing the existing property and the changes to be made. Doug said the foundation will be reused as well as the first floor deck and garage. No one seemed to have an issue with the changes and David Huenink pointed out that Doug would become less non-conforming. Tom Huenink wanted to know if this is an issue since a similar topic came up last year. Jack Stokdyk said the other person went to the Board of Appeals since his foundation was too close to the lot line. David Huenink stated the question Tom brought up about being able to only change/add up to 50% of the existing structure was a former State Statute that was removed from the books in 2004. Doug's residence will be going from a single story to a two story in the center. Doug says all the existing walls will be removed, but the floor is staying and the roof be changed from a hip roof to a gable at the ends. David Mueller stated that for a remodel at least one existing wall needed to remain. Don Becker said that may be a State ordinance, but it does not drive the Town's ordinance. Don feels this does not need to go to the Board of Appeals. Doug plans to start demolition on October 26, 2015. Per 330-59 Doug should be okay to receive a building permit.

William Depies asked about installing a portable shed, like from Home Depot or Menards, for storing a lawn mower. Size would be about 12'x14'. He said it would be located near the residence (R-1) / business (B-1) lot line. The ordinances were checked and it appears to not be an issue if located on either side of the lot line. The cost is estimated to be \$3,000 so a building permit would be required.

10. Discuss/act on possible zoning violation in R-1 District and failure to obtain building permits for improvements.

Grant Van Driest – Sauk Trail Rd, R-1, 4.88 acres

Grant Van Driest was present. He has a small still in an existing accessory building (shed) that has been on the property since 1961. He obtained the still in 2011, does the bottling by hand and is the only employee. He stated he has honored all State and Federal regulations concerning his business. It was discussed if Grant may needs to rezone from R-1 to A-4 or stay R-1. He may also need to file for a Conditional Use Permit because of using an existing accessory building and the production of spirits. Grant stated that in a year or so he would like to expand. Trevor Mentink made the motion to table this topic until the new/revised ordinances are completed. David Mueller supported the motion. The motion passed by a unanimous voice vote

11. Discuss/act on issuing a Conditional Use Permit allowing smaller setbacks on small parcels.

Jack Stokdyk gave a summary stating that some R-1 lots along Lake Michigan are small and odd shaped and/or may have streams running through them. Jack reported that this creates many requests to the Board of Appeals to allow smaller setbacks than the standard. Jack suggested making this a conditional use and create some sort of document for tracking/recording. It was asked if the Town could create a Conditional Use Permit for certain cases. Don Becker will call the Town's attorney to see what other towns may be doing. This topic will be put on the next Town Board meeting agenda.

It was suggested that Board of Appeals members attend training to ensure proper procedures are followed and variances are granted in a manner that protects the Town.

12. Discuss/act on requiring a Driveway Placement Approval form with relevant applications  
Tabled until the next Plan Commission meeting.

13. Discuss/act on revision of Town of Holland Ordinances supporting WI Working Lands Initiative

- \* A-1 permitted uses (#4) can have a home occupation with up to 4 employees.
- \* A-3 Agricultural Transition District (large scale) – this will become the non-FPZ version of A-1.
- \* A-3 A permitted use (a single family residence regardless of construction date), current density is a minimum of 20 acres for a residence.
- \* A-3 Outside of FPA could allow A-3 parcels to be rezoned R-1 (those near the villages)
- \* A-3 & A-5 Horticultural crop production – added so mirrors A-1
- \* A-4 to become either A-3 or A-5
- \* A-5 Agricultural Transition District (small scale)
- \* A-5 under permitted use – two family residence constructed prior to May 1, 2006 (amendment to ordinance) would need to show under all Ag districts for preexisting two family structures.
- \* A-5 with a smaller lot size, will remove statement on airstrips, etc

14. Discuss/act on ongoing issues:

- a. Status of applications being processed.
- b. Discuss/act on the Conditional Use Permit for CG Services Smies Road facility.  
Kevin Claerbaut delivered the invoice check and the signed Land Covenant to Don Becker. The next step is to sign the Conditional Use Permit and file with the Register of Deeds. Tom Huenink said that Kevin has yet to contact him to set up an inspection date. David Huenink discussed the intent of the conditions. It was suggested that Kevin revise his Site Plan to show the south fence not connecting to the west building. Nate Voskuil said he would go with Tom Huenink once the inspection date is set.
- c. Is a build permit required for a fence?  
Per the assessor the answer is no. Fences are not factor for valuation.
- d. Dennis Kappers operating a retail goods warehouse on his property  
The Plan Commission Clerk found the original application and meeting minutes stating a Conditional Use Permit was granted. It specifically states carpet storage, so would need to be amended if other materials were also stored.
- e. Add the Highway Right of Way information on the Town's website  
Don Becker needs to send David Huenink the information so that he can post to the website.
- f. Create a revised Zoning Ordinance Summary after upcoming changes  
Tabled until a future Plan Commission meeting.

15. Public input.

Jack Stokdyk asked if Grant Van Driest needed a building permit since the topic did not come up earlier in the evening when Mr. Van Driest was here. This will be addressed when Mr. Van Driest attends an upcoming meeting.

16. Review/approve attendance records for prior and current meeting(s).

David Mueller made a motion to approve the attendance records as presented. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

17. Adjourn.

Jack Stokdyk made a motion to adjourn at 10:14 PM. Nate Voskuil supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,

Louise Huenink, Plan Commission Clerk

October 7, 2015