

**Minutes of Plan Commission Meeting July 2, 2012**  
Held at the Town Hall on County Highway G  
Town of Holland, Sheboygan County, Wisconsin

The numbering of the Minutes corresponds to that of the Agenda:

1. Call to order by Chairman Don Becker at 7:31 PM.
2. 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. PC Clerk stated record retention was up-to-date.
5. Adopt Agenda as official order of business. Don Becker recommended that agenda item 13 be stricken since it was unnecessary due to agenda item 11. David Huenink moved to adopt the agenda so modified. David Mueller supported the motion which passed by a unanimous voice vote.
6. Roll call. Attendees: Donald Becker, Dave Huenink, Trevor Mentink, David Mueller, Jan Rauwerdink, Eugene Schmitz, Roy Teunissen, Jack Stokdyk, Nathan Vosquil, Tom Huenink, Louise Huenink.
7. Approval of DRAFT Minutes of previous meeting on June 4, 2012. (Draft minutes of prior meetings can be found on our web site at <http://townofholland.com>). The minutes were approved on a motion by David Mueller supported by Roy Teunissen, passing by a unanimous voice vote.
8. Public input: Tom Huenink advised the Plan Commission on a situation at W1561 DeMaster Road. The property is currently for sale by owner. There is a single garage type building which he learned contains a sink and shower. There is no apparent septic system and the owner is considering the discharge of gray water to be acceptable. Tom alerted Sheboygan County Planning Office and Matt investigated the property. The property is currently a single parcel with two percable locations. The owner may be attempting to sell it as two buildable lots. The building is reportedly used as an office and also contains a bed. A travel trailer is parked on the property and appears to be used as living quarters. The owner drives it to Kohler-Andrea State Park periodically to dump waste water. County Planning is expected to take action and notify the Town. It was suggested to have this placed on the next PC meeting agenda.

Don Becker discussed the wind farm project proposed within the Town of Sherman. There will be four towers which will affect the surrounding communities, including the Town of Holland. The wind farm will connect to an electrical sub-station located within the Town's boundaries. The Town has a very limited time frame to adopt a wind farm

ordinance if desired. The Town of Sherman has asked if we are interested in joint development of a wind farm ordinance. Reportedly that if no local ordinance exists the wind farm developer could bypass State regulations. This will be an agenda item on the next Town Board meeting.

9. Public hearing of a request by Mike and Amy Kuffel for a change of zoning from A-1 to A-2. The Kuffel's A-2-zoned parcel 59006072872 will be enlarged via a boundary line shift between the Kuffel parcel and the adjacent A-1-zoned parcel 59006072871 to the east. In order to make the zoning uniform on the enlarged Kuffel parcel, a change of zoning is requested on the added six acres taken from 59006072871. The request is illustrated by a plat of survey drawn by John M. DuMez on 5/14/2012. The Kuffel parcel is located at W1778 West Van Ess Road.

Mike Kuffel was in attendance. He stated that he has a 20 year old mound septic system and the addition of a portion of the land in parcel 59006072871 will enable him to put a new mound septic system in if needed. The added acreage will continue to be farmed in the meantime.

Eugene Schmitz motioned to close the public hearing. David Mueller supported the motion which passed by a unanimous voice vote.

10. Discuss/act on foregoing request by Mike and Amy Kuffel  
Dave Huenink said the applicant had explained the situation to the PC about three months previously and asked for recommended course of action. He then did the boundary line change through County Planning and submitted the rezoning request to make his parcel to consistently be A2.

Dave Huenink motioned to recommend the Town Board approve the request by Mike and Amy Kuffel for a change of zoning from A-1 to A-2. David Mueller supported the motion which passed by a roll call vote. Don Becker – Yes, Dave Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Jan Rauwerdink – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

11. Discuss/act on the request by Kevin Claerbaut and Jon Arentsen for a change of zoning from A-1 to A-2 and a CUP for a landscaping business. (The public hearing was held on June 4, 2012.)

Jamie Rybarczyk joined meeting by speaker phone. The staff report he had prepared was the basis for discussion. Points of discussion included:

1. For a rezoning request, should require fees paid up before it takes effect with a time limit of 90 days. Under Recommendation, 1D was reworded.
2. The concern about allowing combinations of family farm operation, landscape & supply business and the raising of livestock on a 3 acre parcel. Decided to completely remove, raising of livestock, from all parts of CUP.

3. Screening – decided screening to the west was sufficient. Screening along Smies Road should consist of berm and trees with initial 5 foot height and to be installed on or before November 1, 2012.
4. Jamie agreed to revise the staff report to reflect the discussed items and finalize the conditions to be applied to the rezoning, CUP, and site plan of operation.

Don Becker made a motion to recommend that the Town Board approve the request by Kevin Claerbaut and Jon Arentsen for a change of zoning for parcel #59006076210 from A-1 to A-2 with the revised conditions and with verification from the applicant's attorney that the Smies property purchase was finalized. David Mueller supported the motion which passed with a roll call vote. Trevor Mentink – recused himself, Don Becker – Yes, Dave Huenink – Yes, David Mueller – Yes, Jan Rauwerdink – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes.

Jack Stokdyk made a motion to approve the CUP request by Kevin Claerbaut and Jon Arentsen for a landscaping business, incorporating the revised standard conditions for a Business Conditional Use Permit. Roy Teunissen supported the motion. Motion passed by a roll call vote Don Becker – Yes, Dave Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Jan Rauwerdink – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

12. Discuss/act on Depies CUP for various businesses. (The public hearing was held on May 7, 2012.)

The staff report Jamie Rybarczyk had prepared was the basis for discussion. There were minor wording changes proposed. Jamie agreed to revise the staff report to reflect the discussed items and finalize the conditions to be applied to the Conditional Use Permit and Site Plan & Plan of Operation.

Dave Huenink made a motion to approve the Conditional Use and Site Plan & Plan of Operation Request by William and Bonnie Depies (d.b.a. B's Corner, Hy-Way Transit Inc, and Hy-Way Service), subject to the conditions listed in the revised staff report to be issued by Jamie. David Mueller supported the motion. Motion passed by a roll call vote Don Becker – Yes, Dave Huenink – Yes, Trevor Mentink – Yes, David Mueller – Yes, Jan Rauwerdink – Yes, Eugene Schmitz – Yes, Roy Teunissen – Yes.

13. Review and take action for violation of Town Ordinances with respect to the Smies Road property that continues to be used for landscape business operations. (The public hearing was held on February 6, 2012.)

This item was stricken from the agenda.

14. Discuss/act on standard conditions for Non-Farm Residence CUPs

The staff report Jamie Rybarczyk had prepared was the basis for discussion. There were several wording changes proposed. Jamie agreed to revise the staff report to reflect the discussed items. The PC decided by consensus to use the revised standard conditions. The

PC decided to place the business CUP standard conditions on the agenda for the next meeting.

15. Discuss/act on on-going issues:

- a. Shoreland Zoning Stakeholders Group. Dave Huenink reported that this had been stalled in Sheboygan County for six months. He recently learned that the State of Wisconsin had decided to revise their regulations and ordered all other municipalities to cease further work in the meantime. It was decided that this item be removed as an on-going issue.
- b. Incomplete conditional use permits. CG Services and Steve Joosse are still pending. A condition of the CG Services and Joosse CUPs is that the paperwork be done within three months of issuance. Don Becker will request the Town attorney to contact Kevin Claerbaut's attorney regarding the CG Services issue. David Huenink will assist the PC Clerk in composing a letter to Joosse regarding this situation.
- c. County Farmland Preservation Plan – Farm Preservation Areas. Don Becker and David Mueller to meet on July 4, 2012 to review.
- d. Directive from the Town board to the PC to review all previously approved CUPs for home occupations and businesses. The purpose of the directive is to review for compliance and to revise the CUPs. No new information at this time.

16. Public input: None

17. Review attendance record of June 2012. The record was approved on a motion by David Mueller, supported by Trevor Mentink, passing by a unanimous voice vote.

18. Adjourned at 9:53 PM on a motion by Jack Stokdyk, supported by Jan Rauwerdink, passing by a unanimous voice vote.

Respectfully submitted,  
Louise Huenink  
July 3, 2012