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Plan Commission Meeting Minutes

Town of Holland
Sheboygan County, Wisconsin

Date: Tuesday, September 5, 2017

Time: 7:30 PM

Place: Village of Oostburg offices, 1140 Minnesota Avenue, Oostburg, WI

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. During Town Hall renovation, records are temporarily being stored at alternate locations.
5. Roll call.
Attendees: Don Becker, David Huenink, Trevor Mentink, Eugene Schmitz, Jack Stokdyk, Roy Teunissen, Matthew Teunissen
Absentee(s): David Mueller
Attendee: Tom Huenink – Building Inspector, Louise Huenink – Clerk (arrived late)
6. Adopt agenda as official order of business.
Eugene Schmitz made a motion to adopt the agenda as presented. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).
Roy Teunissen 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. Roy Teunissen 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.

Dennis and Diana Bauer on Knepprath Rd would like to add a bedroom and bath to their house to help an aunt from Houston that has lost almost everything due to Hurricane Harvey. The Plan Commission advised them to check with the County first about their current septic system. Dennis said when the septic was installed it was sized for a house addition. Dennis was asked how close to the lot lines the addition would be. He replied that the addition would not be close to the lot lines. From the information provided it appears no action is required of the Plan Commission. The Bauers were advised to follow the standard process for a building permit.

Tom and Amanda Race on W2158 Amber Lane asked about the feasibility of building a horse barn on one of his two contiguous A-5 parcels. They provided a packet of information on their parcels and the proposed structure. After asking questions and viewing the aerial view of his land, the Plan Commission suggested they merge the two parcels so there would be one 23-acre parcel. A review of the ordinances found that a horse farm is a permitted use and the barn size limit might not pertain. Tom asked if the horse barn could be on the vacant 18-acre parcel. The answer was yes, though merging the 5- and 18-acre parcels may be the better option. Since a rest room is being proposed in the building, County Planning should be consulted.

Mike Eischen owns a 5-acre parcel on W3787 Hoitink Rd. that is zoned A-5 and wants to build a large shed for storage. Mike indicated the shed would be approximately 4,000 sq. ft., with 30x30 for a workshop and 40x75 for storage. Mike said it would not be for agricultural use; mainly for storage of adult toys. The parcel is about 250 ft wide. There will be no animals housed in the structure so less side yard is required. The Plan Commission indicated that a conditional use permit would be required for this size building. Mike was advised to submit a request.

10. Public Hearing for:

A request by Mary Theune for a boundary line adjustment and a rezoning.

Mary was present for any questions, but there were none. Eugene Schmitz made a motion to close the public hearing. David Huenink supported the motion. The motion passed by a unanimous voice vote.

A request by Larry and Judy Britton for a boundary line adjustment and a conditional use permit.

Larry was present and provided a new survey showing the proposed consolidation of the three land areas to become one lot so that a garage can be built. Jack Stokdyk made a motion to close the public hearing. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

11. Discuss/act on a request by Mary Theune for a boundary line adjustment and rezoning.

Don Becker made a motion that the Plan Commission recommend to the Town Board to approve the rezoning of Lot 1 from R-1 to A-1-S and the added 8.55 acres from A-1 to A-1-S. David Huenink supported the motion. The motion passed by a roll call vote.

Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Roy Teunissen – Yes, Matthew Teunissen – Yes.

12. Discuss/act on a request by Larry and Judy Britton for a boundary line adjustment and a conditional use permit.

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The Plan Commission explained that a conditional use permit is being requested for the aggregate square footage of all accessory buildings, which will be contingent upon the merger of the two acquired land areas with the original parcel. Jack Stokdyk made a motion to grant a Conditional Use Permit for a maximum aggregate footprint of 1,676 sq feet for all accessory buildings, contingent on the merger of the land areas marked as A and B on the draft CSM into Lot 2. Eugene Schmitz supported the motion. The motion passed by a roll call vote. Trevor Mentink – Yes, Roy Teunissen – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Matt Teunissen – Yes, David Huenink – Yes, Don Becker – Yes.

13. Discuss/act on zoning ordinance matter:

a) Enforcing housing density in A-2 and A-5

Since we did not have a projector to assist in walking through Kevin's documents, this topic was tabled until a future Plan Commission meeting.

b) Permitted accessory uses within agricultural districts

Kevin pointed out apparent discrepancies in the currently listed accessory uses. After discussion, it was agreed that the wrong template was used when the ordinance was recently revised. Kevin will suggest proposed changes to update and standardize on a proper template.

c) Clean up of ordinance references to farm and non-farm residences

In our recently revised zoning ordinance, we no longer distinguish between a farm and non-farm residences, yet some areas of the ordinances that were not revised still use this terminology. For consistency and ease of enforcement it was decided to remove the farm and non-farm distinction completely. Currently only A-2 differentiates between the two. Kevin said everything within the FPA could have the same language. After some discussion, it was decided that a residence would no longer be a permitted use and A-2 should match A-1 regarding residences. This change will be for the FPA area only, and will not affect the transitional zones A-3 and A-5. It was also discussed to possibly update the building permit document to include a Right-to-Farm clause.

14. Discuss/act on ongoing issues:

a. Applications being processed – All are current

15. Public input.

Matt Teunissen's parents are planning to buy a parcel that is adjacent to theirs on County KW. Both his parents' parcel and the parcel to be acquired are zoned A-2. They proposed taking some of their land to add it to the neighboring parcel such that the existing barn on that parcel becomes conforming. Then they planned to sell 3 acres including the house and retain the farmland behind. Plan Commission members said that the 5 acres behind the house would need to be rezoned to A-PR because this land was part of the density requirement for the current residence that will be acquired. The remnant with the existing home would need to be rezoned to R-1. The A-PR land could be merged into his parents' parcel through a boundary line adjustment. This would result in a 1.8-acre parcel zoned R-1 containing the house and barn with a mound septic system to the north. The barn is approximately 30 ft x 60 ft and too close to the proposed lot line for it to house animals; animals are also not allowed in the R-1 district. Matt said the people who want to buy the house want to move in 1 year from now after they finish all the desired remodeling. Matt was advised to submit an application for the rezoning.

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

Roy Teunissen made a motion to approve the attendance records as presented and discussed. Trevor Mentink supported the motion. The motion passed by a unanimous voice vote.

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17. Adjourn.

Jack Stokdyk made a motion to adjourn at 10:17 PM. Roy Teunissen supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,
Louise Huenink, Plan Commission Clerk
September 8, 2017