

# DRAFT

## Plan Commission Meeting Minutes

Town of Holland  
Sheboygan County, Wisconsin

Date: Monday, October 2, 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, David Mueller, Eugene Schmitz, Jack Stokdyk, Matthew Teunissen  
Absentee(s): Roy Teunissen, Tom Huenink – Building Inspector  
Attendee: Louise Huenink – Clerk
6. Adopt agenda as official order of business.  
Eugene Schmitz made a motion to adopt the agenda as presented. David Huenink supported the motion. The motion passed by a unanimous voice vote.
7. Review/approve minutes of prior meeting(s).  
David Mueller made a motion to approve the minutes as presented. Jack Stokdyk supported the motion. The motion passed by a unanimous voice vote.
8. Building Inspector Reports:
  - a. Review/approve building permits report.  
No report was given.
  - b. Review/approve building permit requests needing Plan Commission review:  
None.
  - c. Follow-up item(s):  
None.

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## 9. Public input.

Tom Race asked additional questions about building a horse arena/stable. He presented a draft survey showing his two A-5 parcels, a 5-acre with his house and an 18-acre abutting. He is planning a boundary line adjustment such that the 5-acre parcel becomes 20 acres, with the remaining 3 acres for the parcel abutting Sauk Trail Rd. The Plan Commission agreed he was following the proper process. The next step is for Tom to continue working with Sheboygan County on the boundary line adjustment. After the CSM is filed with the Register of Deeds, Tom Race needs to provide a copy of that filing to the Town Plan Commission as evidence of completion when submitting a Town application for a conditional use permit for the large building.

Mike and Pete DePagter are planning to purchase a 21-acre A-3 parcel at N1998 Sauk Trail Rd near Oostburg. After purchasing they would request a land division, with Mike getting 3 acres and the existing house with outbuildings and Pete getting the 18 acres of farmland. Since the resultant parcels would each be under 20 acres, both will also need to be rezoned to A-5. Trevor Mentink asked Mike if he was going to run his plumbing business from there. Mike said maybe in the future but not now, though some material storage is likely. Dave Huenink asked how soon were they planning on the purchasing and they said as soon as possible. It was suggested they include a contingency in the purchase agreement that the land division be approved by the Town.

Ian Bane purchased a 12.26-acre A-5 parcel on Frontage Rd between Van Ess Rd & DeWitt Rd. Currently the parcel is vacant, but he intends to build a house there in about 7 years. Ian would like to have a small shed in the meantime to store a lawn mower, chain saw and items such as fishing gear. He is considering a small prefab structure like are sold at Menards, Home Depot and Fleet Farm. Ian said placement would be toward the back of the parcel near the pond and would it not be seen from the road. He is not planning on doing anything until spring. Most Plan Commission members expressed being in favor of allowing the small shed but it currently would be a violation of Town ordinance, which do not allow an accessory building before a primary building. After discussion it was suggested that the Plan Commission consider an ordinance change to allow one accessory building with limitations on the footprint, the foundation and utilities. Ian will check back with the Plan Commission closer to spring.

## 10. Public Hearing for:

A request by Don & Luann Teunissen for a rezoning and conditional use permit.

Don Teunissen was present in case there were questions. Dave Huenink asked if the small shed had been removed as planned and that was confirmed. Don Becker asked about the proposed R-1 zoning requiring a hole in the FPA. It was suggested that rezoning to A-1-S for the area that contained the house and the back area could become A-PR. Kevin Struck from the UW Extension said the proposed parcel with the house was too small to become A-1-S. Matt Teunissen said they could make it 3 acres in size to make it work. The parcel would become part of the FPZ. Jack Stokdyk made a motion to close the public hearing. Eugene Schmitz supported the motion. The motion passed by a unanimous voice vote.

## 11. Discuss/act on a request by Don & Luann Teunissen for a rezoning and a conditional use permit.

The request was modified so that the area with the house is rezoned from A-2 to A-1-S, with the remainder of the land being merged into the A-2 parcel to the south. It was decided that a conditional use permit for the barn was no longer needed since the parcel with the house and barn would become A-1-S. Don Teunissen was asked if these suggested modifications were acceptable to him and he said they were.

Don Becker made a motion that the Plan Commission recommend to the Town Board to approve the

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rezoning from A-2 to A-1-S for 3 acres containing the house and outbuildings, comprised of land from the original 7.62-acre parcel and a small portion from the parcel to the south. This is contingent on receiving a CSM showing the proposed boundary line adjustments. Matt will provide the CSM as soon as possible. David Mueller supported the motion. The motion passed by a roll call vote Don Becker – Yes, David Huenink – Yes, Trevor Mentink – Yes, David Muller – Yes, Eugene Schmitz – Yes, Jack Stokdyk – Yes, Matthew Teunissen – Abstained.

## 12. Discuss/act on zoning ordinance matter:

Primary objectives are:

- a) Enforcing housing density in A-2 and A-5
- b) Permitted accessory uses within agricultural districts
- c) Cleanup of ordinance references to farm and non-farm residences

Kevin Struck of the UW Extension walked everyone through all the suggested changes to the current ordinance, as discussed over several meetings.

All new residences within the FPA will need a conditional use permit.

A-3 and A-5 are in the transition areas so a residence is a permitted use.

Removal of some DATCP-related headings that do not pertain in some districts.

A-5 has a minimum lot size of 1.5 acres within the transitional zone and 3 acres outside of the transitional zone.

Kevin was asked to address the change about accessory use as currently defined so as to allow one accessory building with limitations on the footprint, foundation and utilities.

## 13. Discuss/act on ongoing issues:

- a. Applications being processed – All are current

## 15. Public input.

David Huenink mentioned that it is currently difficult to divide large parcels in the transitional areas into multiple buildable parcels and asked if we should allow such divisions. Don asked if the Town should relax their restrictions and become consistent with the County. David mentioned reducing or removing the current 10-year restriction after a land division in the transitional area. It was decided that the members consider these questions and discuss at the next Plan Commission meeting. Don Becker asked the Plan Commission Clerk to put this topic on the December agenda.

There will be no Plan Commission meeting in November 2017.

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

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

## 17. Adjourn.

Jack Stokdyk made a motion to adjourn at 9:54 PM. David Mueller supported the motion. The motion passed by a unanimous voice vote.

Respectfully submitted,

Louise Huenink, Plan Commission Clerk

October 4, 2017