

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, March 7th, 2022 7:30pm

1. Call to order:
Plan Commission Chair David Huenink called the meeting to order at 7:30pm.
2. Pledge of Allegiance:
Chair David Huenink led the attendees in the Pledge of Allegiance.
3. Certify that the requirements of the Wisconsin Open Meetings law have been met:
Plan Commission Clerk Janelle Kaiser certified that the requirements of the Wisconsin Open Meeting Law had been met. The agenda for this meeting was posted in three places within the Township and on the Town's website. A public hearing notice was published in the Sheboygan Press on February 22nd, 2022 and February 28th, 2022.
4. Record retention certification:
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call:
Attendees: David Huenink, Faith Opsteen, Jack Stokdyk, Craig Droppers, David Mueller, Matt Teunissen, Roy Teunissen, and Brody Stapel
Absentee(s): Bryan Kaiser
Signed-In Attendees: Jeremy Jensema, David Plekenpol, Scott Soerens, and Amy Soerens
Other Attendees: Janelle Kaiser – Clerk and Tom Huenink – Building Inspector
6. Adopt agenda as official order of business:
Motion by Jack Stokdyk, seconded by David Mueller, to adopt the agenda as presented for the March 7th, 2022 Plan Commission meeting; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:
The Plan Commission is continuing to work on a project with the purpose of implementing improvements to procedures currently practiced by the Plan Commission as it relates to application submissions by property owners for land divisions, rezonings, conditional use permits, building permits, and other types of applications or requests. The process improvement project will be discussed at a future Plan Commission meeting.
8. Review/approve minutes of previous meeting(s)
Motion by David Mueller, seconded by Roy Teunissen, to approve the minutes from the February 7th, 2022 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
9. Information for Plan Commission from Town Board:
 - a. Request by David Mueller for a minor land division and rezoning:
Chair Huenink reported that the Holland Town Board accepted the recommendation of the Plan Commission and approved the minor land division request and rezoning requests by David Mueller on February 14th, 2022.
10. Building inspector items:
 - a. Review/approve building permits report:
Motion by Jack Stokdyk, seconded by David Mueller, to approve the February 2022

building inspection report submitted by Tom Huenink; the motion carried by unanimous voice vote.

- b. Review/approve building permit requests needing Plan Commission review:
None.
- c. Discuss follow-up items:
None.

11. Public input

- a. The owner of N951 Knepprath Road (zoned A-5, 17.460 acres), Lance Borgenhagen, was present at the December 6th, 2021 Plan Commission meeting to discuss options for constructing a single-family residence on his property. A single-family residence already exists on the parcel; therefore, a new parcel needs to be created in order to accomplish this. A map from Lance was provided to the Plan Commission at the March 7th, 2022 meeting that showed a proposal for the land division to split the current parcel. The Plan Commission recognized that the map showed the current parcel being split into 3 separate parcels labeled as “Lot 1”, “Lot 2”, and “Outlot 1, respectively. The proposed “Outlot 1” did not include any road frontage and therefore would not meet the minimum road frontage requirements of the A-5 zoning district. The Plan Commission acknowledged that Lance could simply combine the proposed “Lot 2” and “Outlot 1” to eliminate the road frontage issue. The Plan Commission also acknowledged that the parcel is located in the transitional area district, so the acreage proposed for “Lot 1” would create a parcel that meets the requirements of the A-5 zoning district. The road frontage proposed for “Lot 1” also meets the requirements of the district. The Plan Commission recognized that “Lot 2” as it is currently proposed consists of 135 feet of road frontage, which is less than the required 225 feet in the A-5 zoning district, so any application submitted would need to include a request to approve a flag lot for “Lot 2”, which will likely be combined with “Outlot 1” in the application from Lance.
- b. The expected future owner of N2211 Frontage Road (zoned B-1, 3.100 acres), Jeremy Jensema, was present at the March 7th, 2022 Plan Commission to discuss a possible conditional use permit application (CUP) to operate a landscaping business on the property. Jeremy provided a brief overview about how he anticipates using the property for the business. The Plan Commission advised Jeremy about key pieces of information that they would be looking for on the CUP application.

12. Public hearings for:

- a. David Plekenpol for a special exception:
Chair David Huenink called the public hearing for David Plekenpol to order at 7:53pm. The property is located at N2417 Cardinal Lane, parcel 59006070390 (zoned R-1, 0.890 acres). The request is to allow construction of an addition to the existing dwelling on the property with a 10-foot side setback on the southern property line. Chair Huenink asked for comments from the public or the Plan Commission three times. There were no comments from any members of the Plan Commission or the public.
Motion by Jack Stokdyk, seconded by David Mueller, to close the public hearing at 7:54pm; the motion carried by unanimous voice vote.
- b. Scott Soerens on behalf of Pushing Perfection Concrete and Construction for a rezoning and conditional use permit:
Chair Huenink called the public hearing for Scott Soerens to order at 7:55pm. The property is located at W3070 Hoitink Road, parcel 59006064210 (zoned A-2, 5.060 acres). The

rezoning request is to rezone 2.000 acres of the parcel from A-2 to B-1 and 3.060 acres of the parcel from A-2 to A-5. Chair Huenink asked for comments from the public or the Plan Commission three times. There were no comments from any members of the Plan Commission or the public.

Motion by Jack Stokdyk, seconded by Brody Stapel, to close the public hearing at 7:56pm; the motion carried by unanimous voice vote.

13. Request by David Plekenpol for a special exception:

Motion by Jack Stokdyk, seconded by Faith Opsteen, to approve the request by David Plekenpol to allow construction of an addition to the existing dwelling on the property with a 10-foot side setback from the southern property line, contingent upon receipt of a full legal description of the subject property.

The motion carried by roll call vote. Brody Stapel: Y; Roy Teunissen: Y; Matt Teunissen: Y; Jack Stokdyk: Y; David Mueller: Y; David Huenink: Y; Faith Opsteen: Y.

14. Request by Scott Soerens on behalf of Pushing Perfection Concrete and Construction for a rezoning and conditional use permit:

Motion by Matt Teunissen, seconded by Roy Teunissen, to recommend that the Holland Town Board approve the request to rezone 2.000 acres of the parcel from A-2 to B-1 and 3.060 acres of the parcel from A-2 to A-5 as shown on the rezoning proposal submitted with the application. The motion includes approval of the request for a conditional use permit as presented at the March 7th, 2022 Plan Commission meeting to include the changes discussed during that meeting, contingent upon the following items:

- a. Holland Town Board approval of the request to rezone 2.000 acres of the parcel from A-2 to B-1 and 3.060 acres of the parcel from A-2 to A-5 as shown on the rezoning proposal submitted with the application
- b. A receipt showing that the first installment of 2021 real estate property taxes for the property at W3070 Hoitink Road has been paid to the Sheboygan County Treasurer

15. Request by Grant Van Driest for an amendment to an existing conditional use permit:

Motion by Matt Teunissen, seconded by Jack Stokdyk, to table the incomplete request by Grant Van Driest for an amendment to an existing conditional use permit until the following items missing from the application submitted are received:

- a. A complete site plan to include where outdoor or indoor events will be held, event parking, and employee parking
- b. A complete plan of operations document to include hours of operation for the business

Clerk-Treasurer Janelle Kaiser suggested that a newly created plan of operations template be provided to Grant so that all required information can be found in one concise document. Janelle will contact Grant to inform him of the additional application information required by the Plan Commission.

16. Ongoing issues:

a. Applications being processed:

The certified survey map to be recorded for David Mueller's land division request from February 2022 will be reviewed by the Cedar Grove Village Board at their meeting on March 14th, 2022 due to extraterritorial platting requirements. Pending approval by the Cedar Grove Village Board, the map will be recorded by Sheboygan County and assigned new parcel numbers. At that time, a restrictive covenant document will be sent to David Mueller.

- b. Use of property at W2438 Hoftiezer Road:
No new information to report. Chair Huenink plans to follow up with the property owner in May. Further details about current use of the property can be found in the May 3rd, 2021 Plan Commission meeting minutes at www.townofholland.com. This topic will be discussed at a future Plan Commission meeting.
- c. Status of accessory structure construction and use allowed by conditional use permit at W2158 Amber Lane:
Clerk Janelle Kaiser sent a letter to the owners at W2158 Amber Lane in early March 2022 to inform them that Building Inspector Tom Huenink will be contacting them to set up a time to inspect the property for a possible dwelling unit in the existing accessory structure. During the March 2022 Plan Commission meeting Tom Huenink was instructed to contact the owners at W2158 Amber Lane. This topic will be discussed at a future Plan Commission meeting.

17. Public input:

- a. David Mueller inquired about the possibility of a potential buyer at W3090 County Road K (zoned A-1-S, 3.000 acres) operating a construction business on the property. The Plan Commission acknowledged that the minimum lot size for A-1-S is 3.000 acres and operation of a construction business is not listed as a permitted or conditional use for that zoning district in the Holland Town Code. The Plan Commission suggested that David could apply for a boundary line adjustment with Sheboygan County Planning to increase the size of the parcel and apply to rezone the land that would be added to the existing parcel to a district that allows construction businesses as a conditional use (B-1). The Plan Commission also acknowledged that the surrounding land is zoned A-1 and is therefore protected by the Farmland Preservation Zoning (FPZ) Act, so meeting the requirements to rezone the land out of the A-1 zoning district could present some challenges. The Plan Commission discussed the possibility of David requesting to rezone a different area of land in the Township that is not currently protected by FPZ to be added to a district protected by FPZ to act as a “trade” for any land requested for rezoning from A-1 to B-1. Preferably, the amount of land added to FPZ would be greater than the amount of land removed.

18. Review/approve attendance records for previous meeting:

Motion by David Mueller, seconded by Roy Teunissen, to approve the attendance records as presented; the motion carried by unanimous voice vote.

19. Adjourn:

Motion by Jack Stokdyk, seconded by Roy Teunissen, to adjourn at 9:31PM; the motion carried by unanimous voice vote.