

TOWN OF HOLLAND PLAN COMMISSION  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
W3005 County Road G, Cedar Grove, WI 53013  
Monday, February 6<sup>th</sup>, 2023 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 January 23, 2023 and January 30, 2023.
4. Record retention certification:  
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call:  
Attendees: David Huenink, Jack Stokdyk, Bryan Kaiser, Matt Teunissen, Roy Teunissen, David Mueller, Brody Stapel and Craig Droppers  
Absentee(s): None  
Signed-In Attendees: Jack Schoenemann, Matthew TenHaken, Thomas Dittrich, and David Last of Moraine Builders  
Other Attendees: Janelle Kaiser – Clerk-Treasurer and Zoning Administrator and Tom Huenink - Building Inspector
6. Adopt agenda as official order of business:  
Motion by David Mueller, seconded by Roy Teunissen, to adopt the agenda as presented for the February 6, 2023 Plan Commission meeting; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:  
No new information to report. This topic may be discussed at a future Plan Commission meeting.
8. Review/approve minutes of previous meeting(s):  
Motion by Jack Stokdyk, seconded by David Mueller, to approve the minutes from the January 3<sup>rd</sup>, 2023 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
9. Information for Plan Commission from Town Board:  
Chair Huenink reported that the Holland Town Board accepted the following recommendations from the Holland Plan Commission at their January 9<sup>th</sup>, 2023 meeting:
  - a. Conditional approval of the request for a rezoning by Matthew and Jennifer Ten Haken. The board's approval is conditional upon Sheboygan County approval and processing of the boundary line adjustment as shown in the application to the Town.
  - b. Adoption of Town of Holland Ordinance 2023-01 Amending Provisions in Chapter 300 of the code of the Town of Holland, Sheboygan County, Wisconsin.
10. Building inspector items:
  - a. Review/approve building permits report:  
Motion by Jack Stokdyk, seconded by David Mueller, to approve the January 2023

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:  
Following the January 2023 Plan Commission meeting, Tom Huenink contacted the property owners at W3411 County Road D about potential siding replacement and interior remodeling without a building permit. Tom reported that he issued an after-the-fact building permit to the property owners, who thought that their subcontractor had previously obtained a permit from the Town for the work.

#### 11. Public input:

- a. Jack Schoenemann of N1987 County Road KW (parcel 59006072700, 28.000 acres, zoned A-1) was present to inquire about a possible land division and rezoning. Jack would like to divide his current homestead at N1987 County Road KW from the existing 28.000-acre parcel to create a 3.000-acre parcel to include all existing buildings and a 25.000-acre parcel for a family member to build a single-family dwelling on in the future. The Plan Commission advised Jack that a rezoning would need to be requested in conjunction with the proposed land division request, as the minimum lot size requirement in A-1 zoning is 20.000 acres; the Plan Commission also acknowledged that A-1-S would likely be the appropriate district to apply for, as it requires a minimum lot size of 3.000 acres. The Plan Commission informed Jack that since 2 single-family dwellings already exist on the 40.000-acre block of land which consists of parcels 59006072700 and 59006072710 (12.000 acres, zoned A-1-S), the housing density has been reached for that 40.000-acre tract and an additional dwelling could not be constructed there. The subject parcels are within Farmland Preservation Zoning (FPZ) districts, and therefore a 1 house per 20-acre density requirement applies.  
Let these minutes show that the Plan Commission acknowledged later in the meeting that Jack could possibly exceed the housing density on his tract by requesting to rezone 5.000 acres of parcel 59006072700 to A-PR and also requesting to rezone 12.000 acres of qualifying A-1 or A-1-S land in the Township of equivalent agricultural quality to rezone to A-PR, even if the land is owned by a different party. Clerk Janelle Kaiser will contact Jack following the meeting to relay this information.
- b. Chair Huenink was contacted by property owner Kevin Claerbaut of CG Services LLC about Kevin's possible interest in operating a retail store in one of the buildings located on the parcel at W1901 Smies Rd (parcel 59006076210, zoned B-1, 3.38 acres) where CG Services LLC currently conducts its business operations. The proposed retail store would operate as a hobby farm supply store of sorts, selling feed and other hobby farm related items. The Plan Commission acknowledged that an amendment to the existing conditional use permit (CUP) would be required, as the current CUP only allows for landscape and supply operations, not retail use. The CUP amendment request would also need to include an updated site plan and plan of operations for the business. The Plan Commission recognized that Kevin should contact the State Building Inspector to discuss possible accessibility requirements for the retail location if the building that Kevin wishes to use falls under their jurisdiction as a commercial space due to size and possible other factors.
- c. Clerk Janelle Kaiser was contacted by Dan Nyhof of N2013 Frontage Road (parcel 59006073141, zoned R-1, 3.120 acres) about construction of an accessory structure on the adjacent parcel to the south which Dan also owns. The Plan Commission recognized that the proposed accessory structure would not exceed the maximum allowed footprint for

accessory structures, nor would it exceed the maximum allowed number of accessory structures on 1 parcel, but Dan must combine the 2 parcels before construction of the accessory structure can begin. This is because an accessory structure is not allowed on a parcel without the existence of a single-family dwelling. Building Inspector Tom Huenink was present at the meeting and acknowledged that a building permit should not be issued for the proposed structure until parcels 59006073141 and 59006073140 are legally combined. Clerk Janelle Kaiser will contact Dan to explain the above information and direct him to Sheboygan County Planning to discuss the parcel merge and proposed accessory structure with their office.

12. Public hearings for:

- a. Scott Hesselink of Quonset Farms LLC for a minor land division and rezoning:  
Chair David Huenink called the public hearing for Scott Hesselink of Quonset Farms LLC to order at 8:01pm. The property is located at parcel 59006060891 (zoned A-1, 28.460 acres). The request is to divide 13.930 acres from the parcel and rezone the 13.930 acres from A-1 to A-PR and to rezone the remaining 14.530 acres from A-1 to A-1-S. Matt Ten Haken was present at the meeting and acknowledged that an application for a rezoning of the parcel at 59006060891 was submitted by himself and Jennifer Ten Haken last month. The application was conditionally approved by the Holland Town Board at their January 2023 meeting, but Matthew and Jennifer Ten Haken are not able to meet the conditions of the approval for rezoning of parcel 59006060891. Chair Huenink asked for comments from the public or the Plan Commission a total of three times.  
Motion by Roy Teunissen, seconded by Jack Stokdyk, to close the public hearing at 8:04pm; the motion carried by unanimous voice vote.
- b. Dave Last of Moraine Builders LLC on behalf of Thomas Dittrich for a special exception:  
Chair David Huenink called the public hearing for Dave Last of Moraine Builders LLC on behalf of Thomas Dittrich to order at 8:04pm. The property is located at N1375 Cottage Drive, parcel 59006075591 (zoned R-1, 0.459 acres). The request is to construct an addition to the existing single-family dwelling with a side setback of 10 feet from the southern property line.  
Chair Huenink asked for comments from the public or the Plan Commission a total of three times.  
Motion by Jack Stokdyk, seconded by Roy Teunissen, to close the public hearing at 8:05pm; the motion carried by unanimous voice vote.

13. Request by Scott Hesselink of Quonset Farms LLC for a minor land division and rezoning:  
Motion by Jack Stokdyk, seconded by David Mueller, to recommend that the Holland Town Board approve the request for a minor land division and rezoning by Scott Hesselink of Quonset Farms LLC to divide 13.930 acres from the parcel and rezone the 13.930 acres from A-1 to A-PR and to rezone the remaining 14.530 acres from A-1 to A-1-S, with any approval of the requested rezonings being conditional upon approval of the requested minor land division. The motion includes a recommendation to the Holland Town Board to rescind their conditional approval of the rezoning request by Matthew and Jennifer Ten Haken from the January 9<sup>th</sup>, 2023 board meeting if the minor land division and rezoning request by Scott Hesselink of Quonset Farms LLC is approved.  
The motion carried by unanimous roll call vote. Brody Stapel: Y; Roy Teunissen: Y; Matthew Teunissen: Y; Jack Stokdyk: Y; David Mueller: Y; Bryan Kaiser: Y; David Huenink: Y.

14. Request by Dave Last of Moraine Builders LLC on behalf of Thomas Dittrich for a special exception:

Motion by Brody Stapel, seconded by Jack Stokdyk, to approve the request by Dave Last of Moraine Builders LLC on behalf of Thomas Dittrich for a special exception to construct an addition to the existing single-family dwelling with a side setback of 10 feet from the southern property line, whereas:

- a. Compliance with the 15-foot side setback requirement in the R-1 zoning district will unreasonably and negatively impact the applicants proposed use of the property because the buildable area on the lot is limited due to a lot size less than ½ acre and required setbacks from Lake Michigan and existing well and sanitary systems, and
- b. The special exception will be consistent with the existing character of the neighborhood, not negatively undermine the ability to apply or enforce the requirement with respect to other property; and be in harmony with the general purpose and intent of the section prescribing the requirement. The Plan Commission acknowledged the following with regard to this special exception request:
  - (1) The neighboring property to the south, whose owner has provided written support of this request, has a reduced setback with the existing buildings being very close to the northern property line of that parcel, and
  - (2) The design for the addition considers the neighboring property to the south with no windows planned for the southern wall

The motion carried by unanimous roll call vote. The Plan Commission acknowledged that all required permits from the Sheboygan County Planning and Conservation Department must be obtained before a local building permit can be issued.

15. Ongoing issues:

- a. Applications being processed:
  - (1) CUP documents for Jeff Freund of Freund Family Farm LLC have been mailed by Clerk Janelle Kaiser. The Town is waiting for signed documents from Jeff so that the CUP can be recorded.

16. Public input:

Chair Huenink requested the Plan Commission's feedback about a possible revision to the definition of 'structure' within the Town's ordinances.

Chair Huenink also provided some community-related updates to the Plan Commission to include:

- a. Information about a proposed tax incremental district in the Village of Cedar Grove which would require an annexation of land from the town
- b. Notice that the Advance Shipwreck at 9.5 miles south of the Sheboygan Harbor entrance, in Lake Michigan, Town of Holland, Sheboygan County, WI will be considered by the Wisconsin Historic Preservation Review Board for nomination to the Wisconsin State Register of Historic Places and the National Register of Historic Places

17. 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.

18. Adjourn:

Motion by Jack Stokdyk, seconded by David Mueller, to adjourn at 8:58PM; the motion carried by unanimous voice vote.