

TOWN OF HOLLAND PLAN COMMISSION  
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING  
W3005 County Road G, Cedar Grove, WI 53013  
Monday, May 1<sup>st</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 April 17<sup>th</sup>, 2023 and April 24<sup>th</sup>, 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: Eric Brandenburg, Nathan DeMaster, Rita Lammers, David Lammers, and Kevin Sommer  
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 Brody Stapel, to adopt the agenda as presented for the May 1<sup>st</sup>, 2023 Plan Commission meeting; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:  
Chair Huenink and Clerk Janelle Kaiser met to discuss possible revisions to some of the application cover forms used by Plan Commission members to assist in reviewing application requests before and during meetings. The revised cover forms were provided in the May Plan Commission meeting packet. Motion by Jack Stokdyk, seconded by David Mueller, to accept the revisions to the land division, rezoning, conditional use permit, and special exception cover forms as provided in the May Plan Commission meeting packet; the motion carried by unanimous voice vote.
8. Review/approve minutes of previous meeting(s):  
Motion by David Mueller, seconded by Matt Teunissen, to approve the minutes from the April 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 March 13<sup>th</sup>, 2023 meeting:
  - a. Approval of the request for multiple rezonings by Dan Wieskamp.
  - b. Adoption of Ordinance 2023-06 to amend Holland Town Code §330 Zoning.
10. Building inspector items:

- a. Review/approve building permits report:  
Motion by Jack Stokdyk, seconded by David Mueller, to approve the April 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:
  - (1) Building permit follow-up at N1406 Palmer Road:  
Tom Huenink reported that he followed up on an after-the-fact building permit at N1406 Palmer Road for siding and roofing replacement on a barn. Tom placed a note in the property owner's mailbox and received a call from the property owner, who did not agree to pay the after-the-fact fee amount for the building permit. Chair Huenink asked that Tom Huenink send a report of non-compliance to the property owner and to provide a copy of that report to Clerk-Treasurer Janelle Kaiser. This topic may be discussed at a future board meeting.

11. Public input:

Craig Droppers inquired about property clean-up requirements listed in a conditional use permit (CUP) issued for the property at W3070 Hoitink Road. Janelle Kaiser stated that she would provide information later in the meeting about requirements of the CUP.

12. Public hearings for:

- a. Eric Brandenburg for a conditional use permit:  
Chair David Huenink called the public hearing for Eric Brandenburg to order at 7:47pm. The property is located at N139 County Road LL (zoned A-5, 8.650 acres). The request is to conduct beekeeping activities on the premises. Eric Brandenburg's neighbor, Nathan DeMaster of 2526 County Road LL, was present and said that he and Eric have entered into a hold harmless agreement; Nathan will provide Eric with notice prior to spraying agricultural herbicides or insecticides on neighboring parcels. Chair Huenink asked for comments from the public or the Plan Commission a total of three times.  
Motion by Matt Teunissen, seconded by David Mueller, to close the public hearing at 7:48pm; the motion carried by unanimous voice vote.
- b. Kevin Sommer for a special exception:  
Chair David Huenink called the public hearing for Kevin Sommer to order at 7:49pm. The property is located at W3322 Hoitink Road (zoned R-1, 1.000 acres). The request is to construct an addition to an existing accessory structure less than 60 feet from the center line of Hoitink Road. Chair Huenink asked for comments from the public or the Plan Commission a total of three times.  
Motion by Jack Stokdyk, seconded by David Mueller, to close the public hearing at 7:50pm; the motion carried by unanimous voice vote.

13. Request by Eric Brandenburg for a conditional use permit:

Motion by David Mueller, seconded by Brody Stapel, to approve the request by Eric Brandenburg for a conditional use permit to conduct beekeeping activities on the premises at N139 County Road LL to include the standard Town CUP conditions and one special condition that the number of hives on the property shall not exceed twenty (20); the motion carried by unanimous roll call vote. Roy Teunissen: Y; Matt Teunissen: Y; Jack Stokdyk: Y; David

Mueller: Y; Bryan Kaiser: Y; David Huenink: Y; Brody Stapel: Y.

14. Request by Kevin Sommer for a special exception:

Motion by Brody Stapel, seconded by Jack Stokdyk, to approve the request by Kevin Sommer for a special exception to construct an addition to an existing accessory structure at W3322 Hoitink Road as shown on the building plans submitted with the application with a minimum setback from the center line of Hoitink Road of 56 feet, whereas the property at W3322 Hoitink Road provides a limited buildable area due to the existing septic system placement and required setbacks, whereas the closest neighboring building is located approximately a quarter of a mile away, whereas there is good visibility on either side of Hoitink Road in that area, and whereas the property is located approximately 305 feet from Rauwerdink Road which has stop signs on both sides of that road, and therefore traffic should not be travelling at high speeds; the motion carried by unanimous roll call vote.

15. Ongoing issues:

a. Applications being processed:

(1) Timothy Wieskamp's CUP:

The Town is waiting for new parcel numbers to be assigned by Sheboygan County before sending CUP documents to be signed by the property owner.

(2) Andrew Huenink's CUP:

The Town is waiting for documents to be signed and returned by the property owner.

(3) Scott Hesselink's Land Division:

The Town is waiting for new parcel numbers to be assigned by Sheboygan County before sending the restrictive covenant to be signed by the property owner.

16. Public input:

- a. Clerk-Treasurer Janelle Kaiser provided information about property clean-up requirements listed in a conditional use permit (CUP) issued for the property at W3070 Hoitink Road. The Plan Commission requested that Janelle send a letter to the CUP holder to remind them of these requirements.
- b. Janelle Kaiser reminded the Plan Commission members that a link to Plan Commission meeting packets are usually sent the Monday prior to each Plan Commission meeting. The packet is often updated throughout the week prior to the meeting, so if members choose to download the meeting packet before the meeting, it is best to do so later in the week.
- c. Brody Stapel requested that the Holland Town Board review beekeeping as a conditional use in certain zoning districts within Holland Town Code at a future meeting. Several members of the Plan Commission concurred that this should be reviewed.
- d. Chair Huenink reported that Kevin Claerbaut of CG Services contacted him about a proposed update to the conditional use permits issued for the properties at W1901 Smies Road and parcel 59006076292 on Smies Road to include a new use of retail sales and to revise the existing site plans. The Plan Commission requested that Janelle send a letter to Kevin to inform him that the conditional use permits should be updated to include those changes before retail sales can occur and that the CUP site plans must either be updated to reflect the existing business operation or the business must bring the premises into full compliance with the existing site plans and conditions.

17. Review/approve attendance records for previous meeting:

Motion by David Mueller, seconded by Matt Teunissen, to approve the attendance records as

presented; the motion carried by unanimous voice vote.

18. Adjourn:

Motion by Brody Stapel, seconded by Jack Stokdyk, to adjourn at 9:00PM; the motion carried by unanimous voice vote.