

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Wednesday, July 5th, 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 June 21st, 2023 and June 28th, 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): Tom Huenink - Building Inspector
Signed-In Attendees: Brandon Van Ess, Jason Chybowski, and Calvin Smith
Other Attendees: Janelle Kaiser – Clerk-Treasurer and Zoning Administrator
6. Adopt agenda as official order of business:
Motion by Jack Stokdyk, seconded by David Mueller, to adopt the agenda as presented for the July 5th, 2023 Plan Commission meeting; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:
No new information to report.
8. Review/approve minutes of previous meeting(s):
Motion by David Mueller, seconded by Roy Teunissen, to approve the minutes from the May 1st, 2023 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
9. Information for Plan Commission from Town Board:
 - a. Review beekeeping as a conditional use in certain zoning districts within Holland Town Code:
Chair Huenink reported that the Holland Town Board agreed with the Plan Commission's recommendation to amend beekeeping uses within the Holland Town Code. An ordinance amendment recommendation that greatly reduces the permitting requirements as it relates to beekeeping in order to lower the barriers to entry to conduct beekeeping activities for property owners would seem appropriate.
10. Building inspector items:
 - a. Review/approve building permits report:
Motion by Jack Stokdyk, seconded by David Mueller, to approve the May and June 2023 building inspection reports 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 followed up on an after-the-fact building permit at N1406 Palmer Road for siding and roofing replacement on a barn in April. 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. Tom then provided an inspection report and notice of non-compliance to the Clerk-Treasurer Janelle Kaiser on May 2nd, 2023, who mailed the notice to the property owner on May 3rd, 2023. The Town Board authorized Janelle Kaiser to mail a certified letter to the property owner providing a third notice of non-compliance and a directive to obtain an after-the-fact building permit for the work performed. The letter was sent via certified mail on June 28th, 2023. As of the July 5th, 2023 Plan Commission meeting, no response has been received from the property owner.

11. Public input:

- a. Brandon Van Ess was present to discuss a possible rezoning to include parcels 59006064090 (45.060 acres, zoned A-1) and 59006064091 at N1432 State Highway 32 (10.10 acres, zoned A-2). Jordan would like to purchase parcel 59006064090 in the future and was present to provide input about the following proposed transaction. Jim Wonsler, the property owner of N1432 State Highway 32, would like to acquire approximately 10 acres of parcel 59006064090 to the north and west of his parcel and request a boundary line adjustment from Sheboygan County to merge those approximate 10 acres with his existing parcel at N1432 State Highway 32. A request for rezoning of the proposed 10 acres proposed to be merged of the existing 10.100-acre A-2 parcel would need to be made, as the minimum lot size in the A-1 zoning district is 20.000 acres. The Plan Commission acknowledged that the property owner could rezone the proposed new 20-acre parcel to A-1 as proposed, though if Jim or a future property owner ever wanted to divide the existing homestead from that parcel to create a new parcel for a dwelling to be built on, they would have to designate 17.000 acres to A-PR and likely rezone the remnant of that parcel to include the homestead to A-1-S, which has a minimum lot size of 3.000 acres. Therefore, the possible 20-acre A-1 parcel would not consist of enough land to create a new parcel that a dwelling could be built on in the future, and the property owner would need to find additional eligible acreage to be rezoned to A-PR in order to make an acceptable land division and rezoning request for this purpose. Zoning Administrator Janelle Kaiser initially suggested that the approximately 10 acres proposed for merger could be requested for rezoning to A-1-S, so the parcel would consist of 10.100 acres of A-2 and the remainder would be A-1-S. This could make it more accessible for division in the future. Some members of the Plan Commission stated that rezoning the proposed 20-acre parcel to A-1, as opposed to Janelle's proposal, preserves more farmland in the long run.
- b. Janelle Kaiser presented a possible special exception request on behalf of Daniel and Jennifer Wynveen at N1169 Smies Road South (parcel 59006076940, approximately 0.75 acres). Dan would like to construct an 864 square foot accessory building (24' x 36'), approximately 18 feet tall, on the north side of the parcel. There are no other accessory structures on the premises. The property owners wish to construct the building closer to the northern lot line than the 10-foot side setback required by the R-1 zoning district due to the

location of the septic system. The proposed garage would measure 5 feet from the foundation wall to the northern lot line. The Plan Commission acknowledged that a special exception application would be required for this request and recommended that the application include written support of the request from the adjacent property owner to the north.

- c. Calvin Smith and Jason Chybowski were present to discuss a proposed land transaction involving parcels 59006064740 (zoned R-1, 1.23 acres), 59006064720 (zoned A-1, 29.77 acres), and parcel 59006064750 (zoned A-1, 40.00 acres). Jason would like to purchase approximately 2.11 acres of parcel 59006064720 to include the existing structure to the south of his current parcel, merge the 2.11 acres with existing parcel 59006064740, and request a rezoning to A-1-S. He would also like to request a conditional use permit (CUP) to conduct a home occupation for his landscaping business in the existing structure that he has proposed to acquire. Calvin would like to acquire approximately 6.42 acres of parcel 59006064720 and 59006064750, to include some existing structures on parcel 59006064720, by requesting to divide the land and rezone it to A-1-S. He would like the option to construct a dwelling in the future; the Plan Commission acknowledged that a CUP would be required for a new dwelling in the A-1-S district. The Plan Commission also acknowledged that the existing structures located on parcel 59006064720 cannot be used to house animals if they are located less than 50 feet from the lot line. In addition, the rezoning request(s) must include a request to rezone a minimum of 11.47 acres of qualifying land to A-PR.

12. Public hearings for:

- a. Steven Price for a conditional use permit:
Chair David Huenink called the public hearing for Steve Price to order at 8:28pm. The property is located at W3367 County Road A South (zoned A-5, 2.040 acres). The request is to establish a home occupation on the premises to conduct repair services for plastic roto molding. Steven Price's neighbor, Stanley Lammers of W3376 County Road A South, was present to express full support of Steven's request. Chair Huenink asked for additional 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 8:29 pm; the motion carried by unanimous voice vote.

13. Request by Steven Price for a conditional use permit:

Motion by Jack Stokdyk, seconded by David Mueller, to approve the request by Steven Price for a conditional use permit to establish a home occupation on the premises at W3367 County Road A South to conduct repair services for plastic roto molding as provided in the application to the Town. The motion includes the following:

- a. The standard Town CUP conditions for a conditional use permit will be included in Steven's CUP.
- b. The home occupation may use the existing 1,950 square foot accessory building on the premises and that building may be expanded by no more than 400 square feet.
- c. All work associated with the home occupation must be performed indoors and there shall be no external storage.
- d. All customer visits shall occur between 7:00am and 7:00pm.
- e. Work associated with the home occupation can occur any time of day or night.

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. Proposed Ordinance 2023-08 Amending Chapter 330 Zoning:

The Plan Commission discussed possible amendments to Holland Town Code Chapter 330 Zoning. This may be discussed at a future Plan Commission meeting.

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.

b. CUP condition reminder sent to Scott Soerens of Pushing Perfection Concrete and Construction LLC:

A letter was mailed to Scott Soerens on May 19th, 2023 and was included in the July 5th, 2023 Plan Commission meeting packet. The Plan Commission acknowledged that conditions of the CUP must be met by July 22nd, 2023. A member of the Plan Commission also mentioned that there may be unregistered vehicles stored on the parcel within view from the road.

c. CUP condition and possible amendment reminder sent to Kevin Claerbaut of CG Services LLC:

A letter was mailed to Kevin Claerbaut on May 19th, 2023 and was included in the July 5th, 2023 Plan Commission meeting packet. Kevin called Chair David Huenink within days and stated there were no debris piles on the property but there was a wood pile that had not been fully removed. David told Kevin the wood pile was not in compliance with the CUP's Site Plan and needed to be addressed. The Plan Commission authorized Janelle Kaiser to send another letter to Kevin Claerbaut providing a deadline of August 1st, 2023 to comply with the conditions of the CUP and that if compliance is not attained, the CUP termination process may begin.

16. Conditional use permit review schedule:

The Plan Commission will review CUPs issued in 2020 at the next Plan Commission meeting.

17. Public input:

a. The Plan Commission concurred that if a meeting is to take place in September, the meeting will be held on Tuesday, September 5th, 2023 due to the Labor Day holiday.

b. Chair Huenink stated that Roy TeRonde of N2403 Cardinal Lane plans to raze and reconstruct the dwelling on the parcel in the same footprint. The new dwelling is not proposed to be less conforming than the existing dwelling.

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 Jack Stokdyk, seconded by Bryan Kaiser, to adjourn at 9:37PM; the motion carried by unanimous voice vote.