

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, October 2nd, 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 September 18th, 2023 and September 25th, 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, Roy Teunissen, David Mueller, Brody Stapel and Craig Droppers.
Absentee(s): Matt Teunissen.
Signed-In Attendees: Amanda Race, Tom Race, Lori Testroote, Jim Testroote, Jason Chybowski, Calvin Smith, Jody Kaat, Kurt Kraus, Carrie Kraus, and Mary Prinsen.
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 during the October 2nd, 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 August 7th, 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 recommendations of the Holland Plan Commission and approved the request for rezoning made by Keith Heuver and adopted Town of Holland Ordinance 2023-08 at their August 14th, 2023 board meeting.
10. Building inspector items:
 - a. Review/approve building permits report:
Motion by Jack Stokdyk, seconded by David Mueller, to approve the August and September 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:
Tom Huenink reported that a large 8-bedroom home is being built by American Orthodontics at N2047 S Pine Beach Road.

- c. Discuss follow-up items:
None.

11. Public input:

- a. Jim and Lori Testroote were present to inquire about placing a shipping container on their property at N960 Sauk Trail Road (zoned A-5, 10.36 acres). The shipping container would be used to store lawn equipment. There are 3 existing accessory structures on the property larger than 160 square feet, so a conditional use permit would be required in order to place a shipping container on the property with a footprint larger than 160 square feet, as shipping containers are deemed accessory buildings subject to all requirements of the Zoning Ordinance. The Plan Commission acknowledged that the Town's Zoning Ordinance provides an exemption for small accessory buildings from the maximum aggregate square footprint of accessory structures and number of accessory buildings for nonagricultural purposes on a parcel if the requirements of Holland Town Code Section 330-12B.(d) are met. Therefore, if those requirements are met, Jim and Lori can place up to 3 small accessory buildings on their parcel, as their lot size is 2.00 acres or greater.
- b. Kurt Kraus, Carrie Kraus, Jody Kaat, and Mary Prinsen were present to discuss a proposed land division and rezoning involving parcels 59006067365 (zoned A-1, 34.24 acres), 59006067361 (zoned A-5, 3.00 acres), 59006067364 (zoned A-5, 3.00 acres), and 59006067180 (zoned A-1, 40.00 acres). The goal of the property owners is to create 3 new buildable parcels along County Road KW, adjacent to parcels 59006067361 and 59006067364, by dividing approximately 9 acres from parcel 59006067365. The lot lines of parcels 59006067361 and 59006067364 are proposed to change slightly in order to meet road frontage requirements of the Township and subdivision ordinance requirements of Sheboygan County. The proposed new parcels would be requested for rezoning from A-1 to A-1-S, the remnant of parcel 59006067365 would be requested for rezoning from A-1 to A-PR, and parcel 59006067180 would be requested for rezoning from A-1 to A-PR. Chair Huenink acknowledged that the proposed land division transaction could be completed as a minor land division, rather than a major land division, if boundary line adjustments were completed prior to the division request.

12. Request for conditional use permit (CUP) condition time extension for Thomas and Amanda Race at W2158 Amber Lane

Motion by David Mueller, seconded by Roy Teunissen, to grant the request of Thomas and Amanda Race for a condition use permit condition time extension for phase 2 of construction on the accessory structure at W2158 Amber Lane per the existing conditions of the CUP executed on December 23rd, 2019 for the planned accessory structure not to exceed 11,300 square feet; motion carried by unanimous voice vote.

Let these minutes show that Thomas Race submitted a written request for the extension. The extension is such that construction of phase 2 of the accessory structure must start by December 23, 2023 and must end by December 23, 2025. Thomas and Amanda Race plan to expand the accessory structure slightly from their original plans but confirmed that the structure will not exceed 11,300 square feet in size per the CUP.

13. Public hearings for:

- a. Calvin Smith for a minor land division, multiple rezonings, and a conditional use permit: Chair David Huenink called the public hearing for Calvin Smith to order at 8:15pm. The properties are located at N1635 County Road GW (parcel 59006064740, zoned R-1, 1.230 acres), parcel 59006064720 (zoned A-1, 29.770 acres), and parcel 59006064750 (zoned A-

1, 40.000 acres). The request is to divide 6.5 acres of land from 59006064720 and 59006064750 and rezone it from A-1 to A-1-S, rezone 2.160 acres from 59006074720 from A-1 to A-1-S, rezone 11.340 acres of 59006064720 and 59006064750 from A-1 to A-PR, and rezone 59006064740 from R-1 to A-1-S. The CUP request is to establish a home occupation at N1635 County Road GW for landscaping services. 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 8:17 pm; the motion carried by unanimous voice vote.

b. Ordinance 2023-09 Amending Chapter 330 – Zoning:

Chair David Huenink called the public hearing for Ordinance 2023-09 Amending Chapter 330 – Zoning to order at 8:17pm. He explained the contents of the proposed ordinance. 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 8:19 pm; the motion carried by unanimous voice vote.

14. Request by Calvin Smith for a minor land division, multiple rezonings, and a conditional use permit:

a. Motion by Jack Stokdyk, seconded by Brody Stapel, to recommend that the Holland Town Board approve the request by Calvin Smith to divide 6.5 acres of land from 59006064720 and 59006064750 and rezone it from A-1 to A-1-S, rezone 2.160 acres from 59006074720 from A-1 to A-1-S, rezone 11.340 acres of 59006064720 and 59006064750 from A-1 to A-PR, and rezone 59006064740 from R-1 to A-1-S, contingent upon the following items:

- (1) Approval and completion of the proposed boundary line adjustment by the Sheboygan County Planning and Conservation Department reflecting the boundary line changes as shown on the draft map submitted with the application.
- (2) Approval of the rezoning request is contingent upon Holland Town Board approval of the minor land division request.
- (3) Approval of the minor land division request is contingent upon Holland Town Board approval of the rezoning request.
- (4) Receipt of a recordable certified survey map reflecting the proposed changes shown on the draft map submitted with the application to include required language per Holland Town Code Chapter 220-15F.
- (5) Receipt of a Plat of Survey delineating the 11.34 acres being rezoned to A-PR.
- (6) Receipt of full legal descriptions for the resultant subject parcels.

The motion carried by unanimous roll call vote. Craig Droppers: Y; Roy Teunissen: Y; Brody Stapel: Y; David Huenink: Y; Bryan Kaiser: Y; David Mueller: Y; Jack Stokdyk: Y.

b. Motion by Jack Stokdyk, seconded by David Mueller, to approve the request by Calvin Smith for a conditional use permit to establish a home occupation at N1635 County Road GW for landscaping services to allow use of an accessory structure for the home occupation. The motion stipulates that the Town's standard conditions for a conditional use permit for a home occupation be included. The motion includes approval for the property owner to use the existing approximately 4,500 square foot accessory structure to the south of N1635 County Road GW for non-agricultural use, on which land is proposed to be merged to N1635 County Road GW. The motion also includes approval of customer, employee, and product delivery visits to occur Monday through Saturday from 7am to 7pm. As the Holland Town Code states, the Plan Commission reiterated that no external storage related to the home occupation shall be allowed. This motion is contingent upon the following items:

- (1) Approval and completion of the proposed boundary line adjustment by the Sheboygan County Planning and Conservation Department reflecting the boundary line changes as shown on the draft map submitted with the application.
- (2) Holland Town Board approval of the request for a minor land division and multiple rezonings.
- (3) Receipt of full legal descriptions for the subject parcels.

The motion carried by unanimous roll call vote.

15. Ordinance 2023-09 Amending Chapter 330 Zoning:

Motion by Jack Stokdyk, seconded by Bryan Kaiser, to recommend that the Holland Town Board adopt the proposed Town of Holland Ordinance 2023-09 Amending Provisions in Chapter 330 of the Code of the Town of Holland, Sheboygan County, Wisconsin. The motion carried by unanimous roll call vote.

16. Conditional use permit reviews:

- a. Kevin Claerbaut, CG Services (parcels 59006076210, 59006076292):
The Plan Commission concurred that the the review of these CUPs should be tabled until a future meeting. The Plan Commission acknowledged that the business owner intends to amend the conditional use permits by Spring 2024 to include a proposed new use and an updated site plan and plan of operations. The Plan Commission requested that this item be kept on future Plan Commission agendas to include the date of this meeting under ongoing issues until the amendment application has been submitted.

17. Ongoing issues:

- a. Applications being processed:
None.
- b. CUP condition compliance - Scott Soerens of Pushing Perfection Concrete and Construction LLC:
Several letters have been mailed to Scott Soerens related to CUP condition compliance at W3070 Hoitink Road. No response has been received as of the October 2nd, 2023 Plan Commission meeting. A member of the Plan Commission agreed to talk with the property owner regarding the CUP compliance. If a reasonable, actionable plan to achieve CUP condition compliance cannot be made, a letter providing notice of a planned site visit will be sent to the property owner.

18. Public input:

- a. The Plan Commission concurred that if a meeting is to take place in November, the meeting will be held on Monday, November 6th, 2023 at 6:00pm.
- b. Bryan Kaiser provided his opinion on how the start of construction should be defined in conditional use permits going forward.
- c. Craig Droppers expressed concern regarding the proposed land division and rezoning request by Kurt Kraus, Carrie Kraus, Jodi Kaat, and Mary Prinsen.

19. Review/approve attendance records for previous meeting:

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

20. Adjourn:

Motion Jack Stokdyk, seconded by Brody Stapel, to adjourn at 10:18PM; the motion carried by unanimous voice vote.