

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, June 3, 2024 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 at the Holland Town Hall and on the Town's website. A public hearing notice was posted at the Holland Town Hall and on the Town's website and was published in the Sheboygan Press on May 19, 2024 and May 26, 2024.
4. Record retention certification:
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call:
Attendees: Chair David Huenink, Jack Stokdyk, Bryan Kaiser, David Mueller, and Brody Stapel.
Absentee(s): Roy Teunissen, Matthew Teunissen, and Craig Droppers.
Signed-In Attendees: Randy Joesse and Kevin Claerbaut.
Other Attendees: Janelle Kaiser (Clerk-Treasurer and Zoning Administrator) and Tom Huenink (Building Inspector).
6. Adopt agenda as official order of business:
Chair Huenink proposed that agenda item 14 be discussed following agenda item 11. Motion by Jack Stokdyk, seconded by David Mueller, to adopt the agenda for the June 3, 2024 Plan Commission meeting as modified to discuss agenda item 14 following agenda item 11; 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 Bryan Kaiser, seconded by David Mueller, to approve the minutes from the May 6, 2024 Plan Commission meeting as presented during the June 3, 2024 Plan Commission meeting; 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 all application requests from the May 6, 2024 Plan Commission meeting to include all applicable conditions and contingencies.
10. Building inspector items:
 - a. Review/approve building permits report:
Motion by Jack Stokdyk, seconded by David Mueller, to approve the May 2024 building inspection report 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 the property owners at N1761 Dewitt Road, whose building

permit for a new single-family residence expired on December 29, 2023, have obtained an independent inspection of the partially constructed residence as required by the Town due to concerns of prolonged exposure to weather and nature for many months during construction. Tom expects to receive the inspection report soon. If the inspection report shows that the residence is in structurally sound condition and that there is no evidence of mold or other concerns as described in the letter sent to the property owners, then Tom expects to issue a new building permit to continue work on the residence.

- c. Discuss follow-up items:
None.

11. Public input:

- a. Randy Joosse of W2695 County Road A South (parcel 59006060740, 2.63 acres, zoned B-1 and M-1) was present to discuss a proposal for a minor land division and rezoning of his property. The parcel is proposed to be divided so that the single-family residence and buildings on the north end of the parcel would be separated from the building on the south end. Randy inquired about rezoning approximately 0.5 acres of the land area surrounding the single-family residence from B-1 to R-1. While the Plan Commission acknowledged that the Town's ordinances state that only properties east of Interstate 43 or in areas designated for potential growth in the Town of Holland Comprehensive Plan, such as adjacent to the Village of Oostburg or Cedar Grove or other unincorporated residential areas may become R-1, the existing single-family residence is currently located in the B-1 Business District, which no longer allows single-family residences and is therefore non-conforming. There was general consensus that since the residence is existing and located in a district that no longer allows residences, the most appropriate zoning district would be R-1. Requesting to rezone to an agricultural zoning district would require a minimum of 3.00 acres of land; the entire parcel consists of less than 3.00 acres and is surrounded by land in farmland preservation zoning districts. Randy has also proposed to rezone all areas of the parcel that are currently zoned M-1 to B-1. The Plan Commission acknowledged that an application for a minor land division and rezoning would be required for this proposal. Let these minutes show that an application for an amendment of the existing conditional use permit may be required as well, depending on any use changes, ownership changes, site plan or plan of operation changes, etc.

12. Public hearings for:

- a. Ordinance 2024-05 Amending Provisions of Chapter 330 (Zoning) of the Holland Town Code:
Chair David Huenink called the public hearing for proposed Ordinance 2024-05 to order at 8:48pm. Chair Huenink asked for comments from the public three times. There were no comments.
Motion by Roy Teunissen, seconded by Jack Stokdyk, to close the public hearing for Ordinance 2024-05 at 8:49pm; the motion carried by unanimous voice vote.

- 13. Ordinance 2024-05 Amending Provisions of Chapter 330 (Zoning) of the Holland Town Code:
The Plan Commission discussed the proposed ordinance and ultimately reached consensus that the ordinance requires further review and should be tabled for consideration at a future Plan Commission meeting.

- 14. Request by Kevin Claerbaut of CG Services and Holland Landscape Supply for a conditional use permit (CUP) amendment:
Motion by Jack Stokdyk, seconded by Brody Stapel to approve the request by Kevin Claerbaut

for a conditional use permit amendment for parcels 59006076292 and 59006076210 to revise the existing site plan and plan of operations for the CUP and to add retail sales as an allowed use, contingent upon receipt of written evidence of full approval of the existing structures used for commercial purposes by the state building inspector of Wisconsin Department of Safety and Professional Services by August 7, 2024 (65 days from the date of this meeting). The Plan Commission may consider an extension of this deadline with due cause.

The current standard conditions for a business conditional use permit will apply, as well as all existing standard conditions and special conditions of the existing CUPs for parcels 59006076292 and 59006076210.

The motion carried by roll call vote. David Huenink: Y; Bryan Kaiser: Y; David Mueller: N; Jack Stokdyk: Y; Bryan Kaiser: Y.

15. Ongoing issues:

a. Applications being processed: No new information to report.

b. CUP condition compliance - Scott Soerens of Pushing Perfection Concrete and Construction LLC at W3070 Hoitink Road:

The Plan Commission agreed to begin the process to determine whether the conditional use permit at W3070 Hoitink Road should be terminated.

c. Request by Jon Voskuil for a rezoning and conditional use permit and use of property at N735 County Road LL:

The Plan Commission acknowledged that approval of Jon Voskuil's May 6, 2024 rezoning and CUP request was contingent upon providing written evidence to the Town Clerk-Treasurer by May 14, 2024 at 5:00pm that the existing structure proposed for use by the business has been submitted to the state building inspector of Wisconsin Department of Safety and Professional Services for review and approval of the structure to be used for commercial purposes. The Holland Town Board accepted the Plan Commission's May 6, 2024 recommendation at their May 13, 2024 meeting and agreed to approve the request with all contingencies, therefore, Jon Voskuil's rezoning and conditional use permit approval is null and void due to the applicant's failure to satisfy the above contingency. Let these minutes show that the applicant also failed to satisfy the contingency which required the provision of Written evidence of full approval of the existing structure proposed for use by the business to be used for commercial purposes by the state building inspector of Wisconsin Department of Safety and Professional Services.

The Plan Commission concurred that Tom Huenink should conduct an inspection of the structure at N735 County Road LL to determine its current use.

16. Public input:

Jack Stokdyk requested that the Plan Commission think about how the Town might make residential growth easier for landowners in the transitional area and transitional area zoning districts. Lower barriers to access, such as reduced acreage or road frontage requirements in transitional area districts, could reduce the desired residential growth in farmland preservation areas, and could better align with the Town's comprehensive plan as it pertains to residential growth and development.

17. Review/approve attendance records for previous meeting:

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

18. Adjourn:

Motion Jack Stokdyk, seconded by Brody Stapel, to adjourn at 9:59PM; the motion carried by unanimous voice vote.