

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, April 7, 2025 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 on April 2, 2025. A public hearing notice was posted at the Holland Town Hall and on the Town's website on March 19, 2025 and was printed in the Lakeshore Weekly and The Sounder on March 27, 2025.
4. Record retention certification:
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call:
Attendees: Chair David Huenink, Craig Droppers – Alternate, Brody Stapel, Bryan Kaiser, and Jack Stokdyk.
Absentee(s): David Mueller, Matthew Teunissen, and Roy Teunissen.
Signed-In Attendees: Kevin Kappers, Dale Velier, John Dickmann, Jim TeBeest, Lowell Kappers, Daniel Mueller, Phil Marr, Bill Bannier, Greg Bachrach, Ann Bachrach, Philip Jens, Jane Dederling, Andy Bossler, Alison Bossler, David Valenti, Annemarie Valenti, Doug Hamilton – Town Board Supervisor, and Mark DeMaster.
Other Attendees: Janelle Kaiser, Town Clerk-Treasurer and Zoning Administrator and Tom Huenink, Town Building Inspector.
6. Adopt agenda as official order of business:
Motion by Jack Stokdyk, seconded by Bryan Kaiser, to adopt the agenda for the April 7, 2025 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:
Motion by Brody Stapel, seconded by Jack Stokdyk to approve the revised residential building permit application as presented; the motion carried by unanimous voice vote.
8. Review/approve minutes of previous meeting(s):
Motion by Brody Stapel, seconded by Jack Stokdyk, to approve the minutes from the March 3, 2025 Plan Commission meeting as presented during the April 7, 2025 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 amended a motion made at their January 13, 2025 meeting which approved a request by Brian Bruggink for a minor land division and rezonings. At their March 10, 2025 meeting, the Holland Town Board amended their January 13, 2025 motion; the amended motion rejected the recommendation of the Holland Plan Commission and denied the request for a minor land division by Brian Bruggink as shown on the draft certified survey map submitted with the application, and denied the request to rezone the proposed 0.81-acre parcel on DeMaster Road from A-3 to P-2 and parcel 59006063682 from

P-2 to B-1. Further details can be found in the March 10, 2025 Holland Town Board meeting minutes.

10. Building inspector items:

- a. Review building permits report:
The Plan Commission reviewed the March 2025 building inspection report submitted by Building Inspector Tom Huenink.
- b. Review building permit requests needing Plan Commission review:
None.
- c. Discuss follow-up items:
 - (1) Building permit at W2515 County Road A South:
Roof replacement on a structure at W2515 County Road A South was observed as being performed without a permit. A building permit has since been obtained by the property owner.
Janelle Kaiser received a report of possible electrical, plumbing, and interior remodeling work without a building permit at W4272 County Road G. Tom Huenink was unable to contact the property owner. Janelle will send a letter to the owner to inform them of their requirement to obtain an after-the-fact building permit.

11. Public input:

- a. Proposed structures at parcel 59006061812, County Road A South, Derick Wilterdink:
Derick Wilterdink has proposed construction of an agricultural use shed at parcel 59006061812 in the next year or two, with the ultimate goal of constructing a single-family dwelling sometime in the next several years. Derick indicated that if the proposed dwelling is constructed, the shed may subsequently be used for accessory purposes. The Plan Commission acknowledged that if and when the proposed dwelling is constructed, the primary use of that structure could then be either agricultural or residential, and that the proposed location for a future dwelling is adequate. A conditional use permit (CUP) would be required prior to the construction of a dwelling. The Plan Commission requested that Janelle Kaiser inform the property owner that use of the shed prior to dwelling construction must be primarily agricultural, and that it must not be used for business purposes.
- b. Proposed minor land divisions and rezonings at parcels 59006062110 and 59006062090, Risseeuw Road, Donald and Lynn Wilterdink:
 - (1) A minor land division and rezoning of parcel 59006062110 has been proposed. The proposed minor land division of 59006062110 would separate 5.00 acres from the existing parcel and include a request to rezone those 5.00 acre from A-1 to A-1-S, with the ultimate goal of building a single-family dwelling on the 5.00-acre parcel. The Plan Commission acknowledged that this proposal must include a request to rezone 15.00 acres from A-1 to A-PR, of which land would likely be located somewhere on the existing A-1 land tract. The proposed 5.00-acre parcel should include adequate road frontage on Risseeuw Road, and a CUP would be required prior to the construction of a dwelling.
 - (2) A minor land division and possible rezoning of parcel 59006062090 has been proposed. The owner may request to separate less than 20 acres from the parcel, similar to the above-described proposal for parcel 59006062110, in which case a very similar transaction may be requested with the same ultimate goal of future dwelling construction. The owner could also request to separate 20 acres from the

- parcel, in which case a rezoning would not be required, though a CUP would still be needed in order to build a dwelling there.
- c. Proposed structures at parcel 59006066530, W2161 Smies Road, Alecston Hendrikse: Alecston Hendrikse has proposed a minor land division and construction of a single-family dwelling at W2161 Smies Road sometime in the next several years. Alecston presented two options for the proposed dwelling's location. The Plan Commission acknowledged that if the property is divided to create a parcel consisting of less than 20 acres, a request to rezone adequate acreage to A-1-S and A-PR would be appropriate and the proposed A-1-S parcel should include 225 feet of road frontage. A CUP would also be required in order to construct a dwelling. The Plan Commission also acknowledged that both of the proposed dwelling locations would conform to Town ordinances, though one of the locations included a very long driveway, which may be a concern for provision of fire protection services; the other location would consume less farmland.
 - d. Janelle Kaiser reported that she met with Robert Gauger regarding a possible rezoning and business conditional use permit at parcel 59006066490. The Plan Commission last reviewed a proposal for a rezoning and business CUP by Robert Gauger at their May 6, 2024 meeting, and again acknowledged that Robert would like to rezone a portion of the parcel from A-5 to B-1 and request a conditional use permit (CUP) for a trucking business, construct an approximately 6,000 square-foot building on the proposed B-1 portion to be used by the trucking business, and retain A-5 zoning with adequate road frontage to allow for the future potential of building a dwelling near the pond on the parcel. The Plan Commission concurred that an application for a rezoning and a CUP to conduct the trucking business use on the parcel would be required for this proposal.
 - e. Annemarie Valenti inquired about whether the Town's building permit application includes a statement about compliance with the Town's zoning ordinance, to which Chair Huenink replied that it does.
 - f. Sara Cherny inquired about what the Town's Comprehensive Plan says with regard to the lakeshore region on the east side of Interstate 43, and what the overall vision for that area is according to the plan. Chair Huenink replied that The Town's Comprehensive Plan and Zoning Ordinance both show that development, including but not limited to residential development, is expected east of Interstate 43 and surrounding the Villages of Oostburg and Cedar Grove. However, the Town's Comprehensive Plan does acknowledge that rural residential is the primary expected future use in that area and is the type of development most frequently seen there.
 - g. Jane Dederling inquired about whether future land use would be considered as part of a future update to the Town's Comprehensive Plan, to which Chair Huenink replied that it would.
12. Exterior lighting on structures at W2730 County Road A South, on which property an existing conditional use permit allows operation of a business that offers indoor storage: Chair Huenink reported that a representative of the Wisconsin Department of Transportation visited the property during evening hours, took photos of the light emitted from the exterior fixtures, and contacted the property owner to provide possible solutions, which included installation of a shield and/or turning down the light output. The Plan Commission acknowledged that effort has been made by the property owner to reduce the light emitted by the structures, whereas it appears that the lumens have decreased considerably. One of the two neighbors that have reported being affected by the lights has contacted the Town and communicated that the lights had been replaced and are much better. The other neighbor did not notice the change in lighting but will contact the Town to report

whether the light's impact on his property has been reduced to an acceptable level. Craig Droppers stated that the property owner should further reduce the impact of the lights by installing a shield.

Chair Huenink said that the Town is expected to begin work on drafting a lighting ordinance in the future.

13. Determination of whether the conditional use permit for N384 County Road LL requires revocation, an application for a conditional use permit amendment, or neither, based on written notice received regarding sale of the premises.

The Plan Commission reached consensus that the new owner of the property, Dan Mueller, should submit an application for a minor amendment to an existing business conditional use permit, based on the information provided by Dan at the April 7, 2025 Plan Commission meeting.

14. Proposed major land division of parcel 59006076382, Hawe Road, Mark and Brigitte DeMaster:

Mark DeMaster has proposed to divide parcel 59006076382 into 3 separate parcels, which requires a request for a major land division per Town ordinances. The Plan Commission acknowledged that they may consider recommending that the Holland Town Board waive certain requirements of the major land division application, such as a topographical map or a development agreement, at a future meeting. They also acknowledged that Mark could ask that his surveyor prepare a draft certified survey map to be submitted with the application in advance of any possible approval for waivers, however, let these minutes show that preparation of this map would be premature, whereas decisions on which aspects may be waived have not been made. Mark could proceed with the major land division application by submitting the documentation as required by Town ordinance at any time.

15. Public hearings for:

- a. A request by Andrew and Alison Bossler for a minor land division and a special exception at W2241 Hoftiezer Road:

Chair David Huenink called the public hearing for the request by Andrew and Alison Bossler to order at 8:41pm. The minor land division request is to create two separate parcels consisting of 3.00 acres and 20.45 acres, respectively. The special exception request is to temporarily allow an accessory structure on the proposed 3.00-acre parcel without a dwelling present.

Chair Huenink asked for public comments three times. There were no comments.

Motion by Bryan Kaiser, seconded by Jack Stokdyk, to close the public hearing at 8:42pm; the motion carried by unanimous voice vote.

- b. A request by Danielle Brandon for a minor land division at N2384 County Road CC:

Chair David Huenink called the public hearing for the request by Andrew and Alison Bossler to order at 8:42pm. The minor land division request is to create two separate parcels consisting of 3.53 acres and 3.47 acres, respectively, and to request that the creation of a flag lot be allowed for the proposed 3.53-acre parcel.

Chair Huenink asked for public comments three times. There were no comments.

Motion by Bryan Kaiser, seconded by Jack Stokdyk, to close the public hearing at 8:43pm; the motion carried by unanimous voice vote.

16. Request by Andrew and Alison Bossler for a minor land division and a special exception at W2241 Hoftiezer Road:

Motion by Brody Stapel, seconded by Jack Stokdyk, to recommend that the Holland Town Board approve the request by Andrew and Alison Bossler for a minor land division as shown on the draft certified survey map submitted with the application, contingent upon:

- (1) Receipt of a signed and recordable certified survey map that matches the draft map submitted with the application, and
- (2) Holland Town Board and Village of Oostburg approval of the certified survey map, and upon that certified survey map being approved and executed by Sheboygan County, and
- (3) Completion of a Town agreement to temporarily allow an accessory structure on the proposed 3.00-acre parcel as presented at the April 7, 2025 Plan Commission meeting,

and to approve the request for a special exception to temporarily allow an accessory structure on the proposed 3.00-acre parcel, contingent upon:

- (4) Completion of a Town agreement to temporarily allow an accessory structure on the proposed 3.00-acre parcel as presented at the April 7, 2025 Plan Commission meeting, and
- (5) Holland Town Board approval of the minor land division request.

The motion carried by roll call vote. Bryan Kaiser: Yes; David Huenink: Yes; Brody Stapel: Yes; Jack Stokdyk: Yes; Craig Droppers: Abstained.

17. Request by Danielle Brandon for a minor land division at N2384 County Road CC:

Motion by Bryan Kaiser, seconded by Jack Stokdyk, to recommend that the Holland Town Board approve the request by Danielle Brandon for a minor land division, to include creation of a flag lot, as shown on the draft certified survey map submitted with the application, contingent upon:

- a. Receipt of a signed and recordable certified survey map that matches the draft map submitted with the application to include required language per Holland Town Code Chapter 220-15F.
- b. Receipt of a full legal description for the existing parcel or proposed resultant parcels.
- c. Holland Town Board approval of the certified survey map, and upon that certified survey map being approved and executed by Sheboygan County.
- d. The existing accessory building on the parcel being moved or removed to meet setbacks required by the Town's zoning ordinance.

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

18. Public hearing for Ordinance 2025-Draft(D) to Amend Holland Town Code Chapter 330 – Zoning:

Chair David Huenink called the public hearing for proposed Ordinance 2025-Draft(D) to order at 9:06pm and asked for comments from the public.

- a. David Valenti asked for clarifications of certain sections within proposed ordinance, to include the definition of multiple-family dwelling, the definition of bed and breakfast business, and some proposed changes to the sign regulations.
- b. Jane Dederling asked whether the proposed sign regulations would pertain to short-term rentals properties on private roads.
- c. Ann Bachrach inquired about whether a sign could include neon lighting.
- d. Dana Mueller asked for clarification about sign quantity regulations as proposed by the draft ordinance.
- e. Greg Bachrach asked what is going to happen to the dark sky that he is used to if the house

at N2047 Pine Beach Road South is lit up at night, as it has nine bedrooms. It's an emerging issue because we don't know what it is going to look like.

- f. Jane Dederling asked whether a signage permit could be included as part of the Town's short-term rental application.
- g. Annemarie asked various questions about signage, including whether signage could be reflective instead of illuminative on private roads.

Motion by Jack Stokdyk, seconded by Bryan Kaiser, to close the public hearing for Ordinance 2025-Draft(D) to Amend Holland Town Code Chapter 330 – Zoning at 9:53pm; the motion carried by unanimous voice vote.

19. Recommendation to Town Board for Ordinance 2025-Draft(D) to Amend Holland Town Code Chapter 330 – Zoning:

Motion by Bryan Kaiser, seconded by Jack Stokdyk, to recommend that the Holland Town Board adopt Ordinance 2025-Draft(D) Amending, Creating, and/or Repealing Provisions of Chapter 330 of the Code of the Town of Holland, Sheboygan County, Wisconsin, with the following **modifications**:

- (1) Section 2: A portion of a building other than a hotel or motel in which accommodations, with or without meals, are offered to transient (maximum stay of 21 days) guests for compensation and in which there are no more than four sleeping rooms providing accommodations for no more than eight adults and four children total, with no food preparation area in any guest room or common guest space, and which is located on the same or an adjacent tract that the owner, operator, or manager of the business occupies **on those days when guests are present**.

The motion carried by unanimous roll call vote.

20. Ongoing issues:

a. Applications being processed:

- (1) Conditional use permit amendment for parcels 59006076210 and 59006076292 on Smies Road, Kevin and Jessica Claerbaut:
Janelle Kaiser reported that required CUP amendment documents and related payment has been received from Kevin and Jessica Claerbaut. The documents have been sent to the Sheboygan County Register of Deeds for recording.

- b. Discussion of possible future amendments to Holland Town Code Chapter 330 – Zoning including, but not limited to, conditional zoning and options for its implementation:
Chair Huenink reported that further research is needed on conditional zoning. Chair Huenink also reported that the state legislature is considering allowing up to four chickens on residential properties. The town may want to start work on ordinance pertaining to chickens. This topic may be discussed at a future Plan Commission meeting.

21. Public input:

- a. A member of the public asked whether a business is required to have a bathroom and a well.
- b. Annemarie Valenti asked what the transitional area district is.
- c. Jack Stokdyk commented that the Town could consider amending its zoning ordinance to lessen restrictions on development in the transitional area. For example, since the A-5 zoning district allows for a smaller lot size in the transitional area, road frontage requirements could be reduced as well.

22. Review/approve attendance records for previous meeting:

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

23. Adjourn:

Motion Jack Stokdyk, seconded by Bryan Kaiser, to adjourn at 10:33pm; the motion carried by unanimous voice vote.