

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, June 2, 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 May 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, Bryan Kaiser, Matthew Teunissen, Roy Teunissen, and Jack Stokdyk.
Absentee(s): Craig Droppers – Alternate, Brody Stapel, and David Mueller.
Signed-In Attendees: Jeremy Jensema, Randy Jensema, Ted Scharl, Phil Marr, 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 Roy Teunissen, seconded by Bryan Kaiser, to adopt the agenda for the June 2, 2025 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:
Nothing to report at this time.
8. Review/approve minutes of previous meeting(s):
Motion by Bryan Kaiser, seconded by Jack Stokdyk, to approve the minutes from the May 5, 2025 Plan Commission meeting as presented during the June 2, 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 accepted the recommendation of the Plan Commission at their May 12, 2025 meeting and approved the request by Joel Daane for a minor land division as shown on the certified survey map submitted with the application, contingent upon 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., and Village of Oostburg approval of the certified survey map, and upon that certified survey map being approved and executed by Sheboygan County.
10. Building inspector items:
 - a. Review building permits report:
The Plan Commission reviewed the May 2025 building inspection report submitted by Building Inspector Tom Huenink.

- b. Discuss any building permit request if the Building Inspector asks for guidance:
None.
- c. Discuss follow-up items:
None.

11. Public input:

- a. Lee Kaat commented that he knows that further modification to the exterior lighting fixtures at W2730 County Road A South likely will not go any further than it has. He requested that a future lighting ordinance require that new exterior lighting fixtures installed be consistent with Town ordinance requirements.
- b. Ted Scharl was present on behalf of Peggy Van Driest of N1080 Sauk Trail Road (parcel 59006066680, zoned A-3, 20.17 acres) to propose a minor land division and rezonings. The proposal is to divide the subject parcel into two separate parcels, consisting of 5.00 acres and 15.17 acres, respectively, and to rezone both proposed resultant parcels from A-3 to A-5. Ted presented an application to Clerk Kaiser during the meeting.
- c. David and Cindy Obbink have proposed a minor land division and rezoning of parcel 59006066360 on State Road 32 (zoned A-3, 28.40 acres). The proposal is to divide the subject parcel into two separate parcels, consisting of 2.69 acres and 25.71 acres, respectively, and to rezone the proposed 2.69-acre parcel from A-3 to A-5. The Plan Commission recognized that the subject parcel is located in the transitional area district, allowing a parcel consisting of 1.5 acres of greater to be created. An application for the minor land division and rezoning was previously submitted to Clerk Kaiser.
- d. Jeffrey Ternes of N752 Knepprath Road (parcel 59006067892, 10.00 acres, zoned A-5) has proposed a home occupation for a CNC manufacturing business to include farm equipment repair work and small to medium production runs. Jeffrey has proposed to make use of one of the existing accessory buildings on the parcel for the home occupation, which requires that a request for a conditional use permit be submitted.
- e. Phil Marr asked whether the Town has access to Spectrum's plans to install fiber optic cable throughout certain areas of the Town for the purpose of expanding broadband internet access. He also asked about crack filling and how it prolongs the life of roads, and whether a local chicken farm will continue to operate.

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 he sent a written communication to the property owner at W2730 County Road A South to thank them for their cooperation in taking measures to adjust the light emitted on the south and east sides and to ask that measures to similarly adjust the light fixtures on the north side of the buildings be taken. A response regarding whether further measures will be taken had not been received as of the date of this meeting. The Plan Commission acknowledged that the property owner has made an effort to reduce the brightness of the lighting, and that the exterior fixtures are consistent with the site plan for the existing conditional use permit. This item will be removed from future agendas until further notice, but Chair Huenink will report back on any related communications received from the property owner regarding the exterior lighting fixtures.

13. Proposed major land division of parcel 59006076382, Hawe Road, Mark and Brigitte DeMaster: Motion by Bryan Kaiser, seconded by Roy Teunissen, to recommend that the Town of Holland Board approve a granting of waivers from Chapter 220 of the Town of Holland Code of

Ordinances regarding the Local Subdivision (Final Plat) for a major land division of parcel 59006076382 (15.36 acres, zoned A-5) on Hawe Road as proposed by Mark and Brigitte DeMaster to create three separate parcels, each approximately five acres in size, based on the following findings:

- a. The division of land creates logical parcel shapes and sizes based on the relationship and proximity to neighboring developed parcels.
- b. The division of land will access Hawe Road, an existing public Town road, without further expansion.
- c. The division of land does not require the construction and dedication of any public rights-of-way.
- d. The division of land is for conveyance purposes at this time and not for any known development.
- e. The division of land does not create any new blocks or flag lots.
- f. The division of land preserves all environmentally sensitive areas and private/public easements.

The waivers recommended by the Plan Commission include: Section 220-13 Developer agreement, Section 220-14 Dedication of lands, Section 220-17 Streets, Section 220-19 Stormwater management and erosion control plans, Section 220-21 Grading and surfacing, Section 220-22 Street sections, Section 220-23 Street lamps, Section 220-24 Street name signs, Section 220-25 Street trees, Section 220-26 Public and private sewage disposal facilities, Section 220-27 Public and private water facilities, Section 220-28 Stormwater management and erosion control facilities, Section 220-29 Other utilities, Section 220-30 Plans, Section 220-32 Inspection, Section 220-38 Preliminary Plat Preapplication Procedure, Section 220-39 Preliminary Plat Procedure.

The motion carried by unanimous roll call vote. Jack Stokdyk: Yes; Matthew Teunissen: Yes, Roy Teunissen: Yes; David Huenink: Yes; Bryan Kaiser: Yes.

14. Request by Jeremy Jensema for a minor land division, rezoning, and a minor amendment to an existing business conditional use permit at N2211 Frontage Road.

The Plan Commission discussed the site plan for the existing conditional use permit (CUP) and progress on berm plantings intended to create screening as required by the conditional use permit and as reflected on the originally approved site plan for the business. The Plan Commission acknowledged that while Jeremy has planted pine trees on the berm since the last Plan Commission meeting, the existing tree plantings on the berm do not provide adequate screening as required, and that additional smaller-growth plantings, such as deciduous trees or shrubs, should be made in between the existing trees to satisfy this requirement. Motion by Roy Teunissen, seconded by Jack Stokdyk, to table the request by Jeremy Jensema until the July 7, 2025 Plan Commission meeting, whereas the property has not continued in conformance with the existing business conditional use permit's site plan, specifically plantings on the berm as depicted. The motion carried by unanimous roll call vote.

15. Ongoing issues:

- a. Applications being processed:
Nothing to report at this time.
- 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 Town Board will likely begin work on updating the Town's

nuisance ordinance to include lighting and noise regulations.

16. Public input:

- a. Roy Teunissen inquired about any enforcement actions of the Town Board related to ordinance violations at W3070 Hoitink Road. He reported that the property owner has begun to dispose of debris in additional areas on the property, outside of the existing debris pile. He also asked that a status update regarding an appeal to circuit court of the Holland Board of Appeals decision regarding N2047 Pine Beach Road South be provided at the next Plan Commission meeting.
- b. Lee Kaat asked whether a future lighting ordinance could include a requirement to restrict the angle of exterior lighting fixtures.
- c. Chair Huenink reported that the property at N1246 State Road 32, where an existing dwelling and other buildings exist, is currently zoned P-2. The P-2 zoning district is intended for semipublic uses owned by nonprofit organizations, as well as to accommodate lands and facilities owned by the Town, Sheboygan County and state and federal agencies. Since this property includes an existing home used as a dwelling, he suggested that the Town could initiate a rezoning of the property from P-2 to R-1 to correct this nonconformance. It is thought that the parcel was zoned P-2 many years ago because of its proximity to the cemetery across the highway; the parcels are now separate and not owned by the same entity.

17. Review/approve attendance records for previous meeting:

Motion Roy Teunissen, seconded by Bryan Kaiser, to approve the attendance records as presented; the motion carried by unanimous voice vote.

18. Adjourn:

Motion Jack Stokdyk, seconded by Bryan Kaiser, to adjourn at 9:29pm; the motion carried by unanimous voice vote.