

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, July 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. A public hearing notice was posted at the Holland Town Hall and on the Town's website on June 11, 2025, and was printed in the Lakeshore Weekly and The Sounder on June 26, 2025. The agenda for this meeting was posted at the Holland Town Hall and on the Town's website on July 2, 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, Jack Stokdyk, Craig Droppers – Alternate, Brody Stapel, and David Mueller.
Absentee(s): None.
Signed-In Attendees: Jeremy Jensema, Randy Jensema, Ted Scharl, Sandy Rose, Bill Rose, Gretchen Petraske, William Bannier, Dana Mueller, Cindy Obbink, David Obbink, Sam Fredach, and Scott Siemon.
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 David Mueller, to adopt the agenda for the July 7, 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 David Mueller, seconded by Bryan Kaiser, to approve the minutes from the June 2, 2025 Plan Commission meeting as presented during the July 7, 2025 Plan Commission meeting; the motion carried by unanimous voice vote.
9. Information for Plan Commission from Town Board:
 - a. Status of appeal to circuit court of the Holland Board of Appeals decision regarding N2047 Pine Beach Road South:
Chair Huenink reported that the next scheduled action is the court's oral ruling, which has been again re-scheduled by the court for July 17, 2025 at 1:15pm at the Sheboygan County Courthouse.
 - b. Granting of waivers from Holland Town Code Chapter 220 regarding the final plat for a proposed major land division of parcel 59006076382 on Hawe Road by Mark and Brigitte DeMaster:

Chair Huenink reported that the Holland Town Board accepted the recommendation of the Plan Commission at their June 9, 2025, meeting, and approved the granting of waivers from Holland Town Code Chapter 220 regarding the final plat for a proposed major land division of parcel 59006076382 on Hawe Road by Mark and Brigitte DeMaster as recommended.

10. Building inspector items:

- a. Review building permits report:
The Plan Commission reviewed the June 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:
Roy Teunissen requested that Tom Huenink follow up on residential remodeling without a permit at W4272 County Road G. The property owner obtained a roof/siding/windows/doors permit in May 2025, but it appears that additional remodeling work has begun. Building Inspector Tom Huenink will follow up.

11. Public input:

- a. David Valenti inquired about whether the Town had received any reports of issues or concerns about the sanitary system at N2047 Pine Beach Road South. The Plan Commission acknowledged that no such reports had been received, and that the Town does not have authority over sanitary permits. All private sanitary permits are administered and enforced by the Sheboygan County Planning and Conservation Department.
- b. Bill Rose inquired about who to contact about sanitary permits, to which the Plan Commission stated that the Sheboygan County Planning and Conservation Department may be contacted.

12. Public hearings for:

- a. Request by David and Cindy Obbink for a minor land division and rezoning at parcel 59006066360 on State Highway 32:
Chair Huenink called the public hearing for the request by David and Cindy Obbink to order at 7:40pm. The subject property is located on State Road 32 (parcel 59006066360, zoned A-3, 28.40 acres). The request is to create two separate parcels consisting of 3.15 acres and 25.25 acres, respectively, and to rezone the proposed 3.15-acre parcel from A-3 to A-5. Chair Huenink asked for public comments three times. There were no comments. Motion by Roy Teunissen, seconded by David Mueller, to close the public hearing at 7:41pm; the motion carried by unanimous voice vote.
- b. Request by Ted Scharl on behalf of Peggy Van Driest for a minor land division and rezonings of parcel 59006066680 at N1080 Sauk Trail Road:
Chair Huenink called the public hearing for the request by Ted Scharl on behalf of Peggy Van Driest to order at 7:42pm. The subject property is located at N1080 Sauk Trail Road (parcel 59006066680, zoned A-3, 20.17 acres). The request is to create two separate parcels consisting of 5.00 acres and 15.17 acres, respectively, and to rezone the proposed resultant parcels from A-3 to A-5. Chair Huenink asked for public comments three times. Ted Scharl commented that the plan is for Peggy to sell both proposed resultant parcels, which would have adequate road frontage, and are surrounded by other parcels zoned A-5.

Motion by David Mueller, seconded by Roy Teunissen, to close the public hearing at 7:43pm; the motion carried by unanimous voice vote.

13. 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:

Jack Stokdyk said that the applicant should submit updated photos of the burn enclosure on the property, as it was modified after the photos included in the June meeting packet were taken. Motion by Brody Stapel, seconded by David Mueller, to recommend that the Holland Town Board approve the request by Jeremy Jensema for a minor land division and rezoning at N2211 Frontage Road to create two separate parcels consisting of 2.66 acres and 0.50 acres, respectively, and to rezone the 0.50-acre parcel from B-1 to R-1, contingent upon:

- (1) 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.
- (2) Receipt of a full legal description for the existing parcel or proposed resultant parcels.
- (3) 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.

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

Motion by Brody Stapel, seconded by David Mueller, to approve the request by Jeremy Jensema for a minor amendment to an existing business conditional use permit at N2211 Frontage Road as submitted, to include retaining the permit's existing conditions, the Town's standard conditions for a business conditional use permit, and to require that:

- (1) A photo of the burning enclosure be submitted to the Plan Commission Clerk within 90 days of the CUP date of issuance showing the burning enclosure and surrounding area conform to the related CUP condition.
- (2) Photo(s) of the outdoor storage of materials originating from the business' landscape projects be submitted to the Plan Commission Clerk a minimum of one time per calendar year and not less frequently than every fifteen months to prove that debris has been cleared from the outdoor storage area.
- (3) A record log of burn events which include the date of the burn, the Wisconsin Department of Natural Resources fire hazard rating for the day, confirmation the fire suppression equipment is in place, wind and other pertinent weather conditions during the burn, and the signature of the person responsible for the burn, be submitted to the Plan Commission Clerk a minimum of one time in a twelve-month period.

The motion is contingent upon Town Board approval of the minor land division and rezoning request by Jeremy Jensema of N2211 Frontage Road.

The motion carried by unanimous roll call vote.

14. Request by David and Cindy Obbink for a minor land division and rezoning at parcel 59006066360 on State Highway 32:

Motion by Brody Stapel, seconded by Jack Stokdyk, to recommend that the Holland Town Board approve the request by David and Cindy Obbink for a minor land division and rezoning at parcel 59006066360 on State Highway 32 to create two separate parcels consisting of 3.15 acres and 25.25 acres, respectively, and to rezone the proposed 3.15-acre parcel from A-3 to A-5, contingent upon:

- (1) 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.
- (2) Receipt of a full legal description for the existing parcel or proposed resultant parcels.
- (3) Holland Town Board and Village of Cedar Grove approval of the certified survey map, and upon that certified survey map being approved and executed by Sheboygan County.

The motion carried by unanimous roll call vote.

15. Request by Ted Scharl on behalf of Peggy Van Driest for a minor land division and rezonings of parcel 59006066680 at N1080 Sauk Trail Road:

Motion by Jack Stokdyk, seconded by David Mueller, to recommend that the Holland Town Board approve the request by Ted Scharl on behalf of Peggy Van Driest for a minor land division and rezonings of parcel 59006066680 at N1080 Sauk Trail to create two separate parcels consisting of 5.00 acres and 15.17 acres, respectively, and to rezone the resultant parcels from A-3 to A-5, contingent upon Holland Town Board and Village of Cedar Grove approval of the certified survey map submitted with the application, and upon that certified survey map being approved and executed by Sheboygan County.

The motion carried by unanimous roll call vote.

16. Conditional use permit review schedule:

The Plan Commission will review the existing conditional use permit at W1841 Cole Road at their next meeting.

17. 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:
Nothing to report at this time.

18. Public input:

- a. Craig Droppers inquired about any enforcement actions taken related to ordinance violations at W3070 Hoitink Road. Chair Huenink said he will follow up with the Town Attorney, as he was expected to send a letter to the property owner.
- b. Chair Huenink discussed possible future meeting dates with the Plan Commission. The Plan Commission typically meets on the first Monday of the month at 7:30pm, however, due to the Labor Day holiday and a future scheduling conflict, the following meetings will be re-scheduled if a meeting is required:
 - (1) September 2025 meeting will be held on Wednesday, September 3, 2025 at 7:30pm.
 - (2) January 2026 meeting will be held on Wednesday, January 7, 2025 at 7:30pm.

19. 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.

20. Adjourn:

Motion Jack Stokdyk, seconded by Roy Teunissen, to adjourn at 8:17pm; the motion carried by unanimous voice vote.