

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, October 6, 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 September 18, 2025, and was printed in the Lakeshore Weekly and The Sounder on September 25, 2025. The agenda for this meeting was posted at the Holland Town Hall and on the Town's website on October 1, 2025.
4. Record retention certification:
Plan Commission Clerk Janelle Kaiser stated record retention is up to date.
5. Roll call:
Attendees: Chair David Huenink, Matt Teunissen, Roy Teunissen, Jack Stokdyk, Brody Stapel, David Mueller, Bryan Kaiser, and Craig Droppers – Alternate.
Absentee(s): None.
Signed-In Attendees: William Bannier, Phil Marr, Mary Huenink, Mark Huenink, Brian Birenbaum, Paul Birenbaum, Town Supervisor Doug Hamilton, Christine Frank, Bill Rose, Sandy Rose, Jane Hamilton, and Jane Dederling.
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 David Mueller, to adopt the agenda for the October 6, 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 Roy Teunissen, to approve the minutes from the September 3, 2025 Plan Commission meeting as presented during the October 6, 2025 Plan Commission meeting; the motion carried by unanimous voice vote.
9. Information for Plan Commission from Town Board:
None.
10. Building inspector items:
 - a. Review building permits report:
The Plan Commission reviewed the September 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:

At a previous meeting, the Plan Commission asked Tom Huenink to follow up on work without a building permit at W4272 County Road G. Tom reported a conversation with the property owner, who stated their intention to obtain permits when work is to be performed. Tom has driven by the property on a few occasions and did not see any evidence of construction. Roy Teunissen reported a conversation with contractors who have performed HVAC and electrical work on the property and that he has observed work trucks there; Roy reported that interior remodeling work has been performed without a permit. The Plan Commission directed Janelle Kaiser to send a letter to the property owner to include a deadline to obtain permits by November 3, 2025.

Brody Stapel received a report of possible construction without a building permit at W2399 Walvoord Road. The report included information that the intent of the construction may be to remodel an existing accessory building to be used as a rental. The Plan Commission directed Tom Huenink to visit the property to follow up on a building permit and to investigate whether an accessory building is or has been remodeled to create a dwelling. A dwelling already exists on the parcel.

11. Public input:

- a. Jeff Freund has proposed two minor land divisions, multiple rezonings, and amendment to a conditional use permit involving parcels 59006076491 and 59006076220. The proposal is to:
 - i. Merge approximately 9.79 acres of parcel 59006076220 to parcel 59006076491 and rezone it to A-T, then divide the 2.00-acre land area zoned A-5 from the parcel.
 - ii. Divide approximately 7.70 acres from parcel 59006076220, of which acreage includes an existing dwelling, and rezone it to R-1.
 - iii. Rezone approximately 6.00 acres of parcel 59006076220 from A-3 to B-1.
 - iv. Amend the existing conditional use permit (CUP) at 59006076491 to reflect the proposed new 17.39-acre parcel, amend the site plan and plan of operations, and to request the addition of cabins on the parcel as a conditional use.

The Plan Commission acknowledged that six cabins no greater than 600 square feet each are allowed as a conditional use on an A-T parcel with a tract acreage of 15.00 acres or greater, and that the proposal would require requests for the land divisions, rezonings, and CUP amendment. In addition, depending on the intended usage a separate CUP may be required for the proposed B-1 area.

- b. John Cook has proposed construction of 48' by 100' accessory building at parcel 59006069980, and to merge parcel 59006069980 with parcel 59006070010, where there is an existing dwelling. The Plan Commission acknowledged a conditional use permit to exceed the maximum allowed square footprint would be required for this proposal, and that an accessory building cannot be constructed on a parcel where there is no dwelling present; however, John has proposed to merge parcel 59006069980, where the accessory building construction has been proposed, with a parcel where an existing dwelling is present.
- c. Jane Dederer commented that a question of how proposed structures may be used could be included when considering proposals from property owners.

12. Public hearings for:

- a. Request by Paul Birenbaum for a minor land division and rezonings at parcels

59006067810 and 59006067600:

Chair Huenink called the public hearing for the request by Paul Birenbaum to order at 8:07pm. The subject properties are located on County Road RR at parcel 59006067810 (18.84 acres, zoned A-1) and parcel 59006067600 (20.00 acres, zoned A-1). The request is to separate 3.078 acres from parcel 59006067810 and rezone those 3.078 acres to A-1-S, and to rezone approximately 17.00 acres of parcel 59006067600 from A-1 to A-PR.

Mark Huenink asked about the intended use of the acreage proposed for rezoning. The applicant said that the proposed A-1-S parcel may be used for future dwelling construction. Chair Huenink explained some of the requirements of the Town's zoning ordinance as it pertains to farmland preservation zoning, to include A-PR zoning.

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

Motion by Jack Stokdyk, seconded by David Mueller, to close the public hearing at 8:11pm; the motion carried by unanimous voice vote.

- b. Request by Bruce Birenbaum for a minor land division and rezonings at parcels 59006067750 and 59006067701:

Chair Huenink called the public hearing for the request by Bruce Birenbaum to order at 8:12pm. The subject properties are located at W3990 County Road RR (parcel 59006067750, 40.00 acres, zoned A-1) and on County Road RR at parcel 59006067701 (6.98 acres, zoned A-1). The request is to divide 3.00 acres from parcel 59006067750 and rezone those 3.00 acres to A-1-S, and to rezone approximately 3.00 acres of parcel 59006067701 and approximately 14.00 acres of parcel 59006067750 from A-1 to A-PR.

Brian Birenbaum was present to represent Bruce Birenbaum. Brian said that the intent of the request is to separate the existing dwelling and buildings by creating the proposed 3.00-acre parcel.

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

Motion by Jack Stokdyk, seconded by David Mueller, to close the public hearing at 8:13pm; the motion carried by unanimous voice vote.

13. Request by Paul Birenbaum for a minor land division and rezonings at parcels 59006067810 and 59006067600:

Chair Huenink explained that the request by Paul Birenbaum would not require the Town to consider a minor land division request, whereas Paul has proposed to merge the remaining 15.762 acres of parcel 59006067810 to the adjacent parcel to the east, 59006067840, following the creation of the 3.078-acre parcel. Therefore, the transaction proposed would be considered a boundary line adjustment to be requested at the county level, rather than a land division, whereas there are no *additional* parcels being created. Sheboygan County has communicated that their ordinances require a certified survey map for this specific proposal, however, the map would not need to include Town-required language referencing Holland Town Code Chapter 220-15F.

Motion by David Mueller, seconded by Roy Teunissen, to recommend that the Holland Town Board approve the request by Paul Birenbaum to rezone 3.078 acres from A-1 to A-1-S and 17.00 acres from A-1 to A-PR as presented, contingent upon:

- a. Completion of a boundary line adjustment to merge 15.762 acres of parcel 59006067810 to parcel 59006067840, as shown on the draft map submitted with the application.
- b. Receipt of a certified survey map matching the draft 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.

Matt Teunissen: Yes; Roy Teunissen: Yes; Brody Stapel: Yes; David Huenink: Yes; Bryan Kaiser: Yes; David Mueller: Yes; Jack Stokdyk: Yes.

14. Request by Bruce Birenbaum for a minor land division and rezonings at parcels 59006067750 and 59006067701:

Motion by David Mueller, seconded by Bryan Kaiser, to recommend that the Holland Town Board approve the request by Bruce Birenbaum to divide 3.00 acres from parcel 59006067750 and rezone those 3.00 acres to A-1-S, and to rezone approximately 3.00 acres of parcel 59006067701 and approximately 14.00 acres of parcel 59006067750 from A-1 to A-PR as presented, 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. Approval and execution of the certified survey map by Sheboygan County.

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:
Nothing to report at this time.

16. Public input:

- a. Chair Huenink reported that the Holland Town Board's monthly meetings in October and November have been rescheduled to Wednesday, October 8, 2025 at 6:30pm and Wednesday, November 5, 2025 at 6:30pm, respectively.
- b. Roy Teunissen inquired about whether ordinance violation enforcement actions have been taken for the property at W3070 Hoitink Road. Chair Huenink reported that no enforcement action had been taken at this time, though the Town's attorney has been contacted about the matter.
- c. Brody Stapel inquired about a previous proposal made during public input by Dave and Rita Lammers, and whether the property owners may need clarification of the information discussed by the Plan Commission. Janelle Kaiser will contact Dave and Rita to discuss their proposal with them.

17. Review/approve attendance records for previous meeting:

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

18. Adjourn:

Motion by Jack Stokdyk, seconded by David Mueller, to adjourn at 8:36pm; the motion carried by unanimous voice vote.