

TOWN OF HOLLAND PLAN COMMISSION
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
W3005 County Road G, Cedar Grove, WI 53013
Monday, August 3, 2026 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 July 15, 2026, and was printed in the Lakeshore Weekly and The Sounder on July 23, 2026. The agenda for this meeting was posted at the Holland Town Hall and on the Town's website on July 29, 2026.
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 (arrived at 7:49pm), Roy Teunissen, Brody Stapel, David Mueller, Bryan Kaiser, Jack Stokdyk, and Craig Droppers – Alternate.
Absentee(s): None.
Signed-In Attendees: William Bannier, Andy Bossler, Alison Bossler, Lee Kaat, and Brad Peterson.
Other Attendees: Janelle Kaiser, Plan Commission Clerk and Zoning Administrator, and Tom Huenink, Town Building Inspector.
6. Adopt agenda as official order of business:
Motion by David Mueller, seconded by Roy Teunissen, to adopt the agenda for the August 3, 2026 Plan Commission meeting as presented; the motion carried by unanimous voice vote.
7. Plan Commission procedures and opportunities for improvement:
 - a. Kennel License and Plan Commission application forms:
The Plan Commission reached consensus that the Town's kennel license application form may be eliminated by combining it with the Town's plan commission application form. A draft may be presented at a future meeting.
 - b. Revised business conditional use permit template:
Motion by Jack Stokdyk, seconded by Bryan Kaiser, to approve the revised business conditional use permit template as presented and modified during the meeting; the motion carried by unanimous voice vote.
8. Review/approve minutes of previous meeting(s):
Motion by David Mueller, seconded by Roy Teunissen, to approve the minutes from the July 6, 2026 Plan Commission meeting as presented; 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, approving the minor land division and rezonings request by Sawyer

DeRuyter on behalf of Donald Trust at N753 Six Mile Road and approving the rezoning request by Couple Two Tree Acres LLC at N1096 Sauk Trail Road at their July 13, 2026 meeting.

10. Building inspector items:

- a. Review building permits report:
The Plan Commission reviewed the July 2026 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:
Clerk Kaiser sent a letter to the property owners of N2388 County Road KW regarding construction of an accessory building without a permit on July 17, 2026. The property owner reported that they razed an existing accessory structure and put up a smaller one in the same location. The Plan Commission reached consensus that the property owners should obtain the required building permits. Clerk Kaiser will advise them of which permits are required and of the double fee for after-the-fact permitting.

11. Public requests for guidance on potential land use proposals:

- a. Commercial kennel license and conditional use permit at W3940 County Road D:
Bradley Peterson was present to discuss a proposal to operate a commercial kennel at W3940 County Road D. The property would house approximately eight to ten dogs at a time for approximately half of the year. Brad may raise three or more litters of dogs per year, with the goal of selling some. All structures planned to be used for housing the dogs are already present on the property, with kennels located both inside and outside. Brad plans to submit a commercial kennel license application and a conditional use permit application to the Plan Commission for the commercial kennel.

12. Public input:

Lee Kaat inquired about how lighting ordinances apply to existing commercial structures if a building is modified.

13. Public hearing for:

- a. Request by Alison Bossler on behalf of James and Ann Dolfin Revocable Trust for a minor land division at W1341 Town Line Road:
Chair Huenink called the public hearing for the request by Alison Bossler to order at 8:08pm. The request is to divide W1341 Town Line Road into two separate parcels consisting of 5.87 acres and 13.25 acres, respectively.
Chair Huenink asked for additional public comment three times. There were no comments from the public. **Motion by Jack Stokdyk, seconded by David Mueller, to close the public hearing for Alison Bossler at 8:09pm;** the motion carried by unanimous voice vote.

14. Request by Alison Bossler on behalf of James and Ann Dolfin Revocable Trust for a minor land division at W1341 Town Line Road:

Motion by Roy Teunissen, seconded by Jack Stokdyk, to recommend that the Holland Town Board approve the land division request by Alison Bossler as shown on the certified survey map submitted with the application; the motion carried by unanimous roll call vote.
Roy Teunissen: Yes; Matt Teunissen: Yes; Jack Stokdyk: Yes; David Mueller: Yes; Bryan Kaiser: Yes; David Huenink: Yes; Brody Stapel: Yes.

15. Conditional use permit review schedule:

The Plan Commission reviewed existing conditional use permits issued for N139 County Road LL, N2386 County Road A South, and W1799 Dewitt Road and reached consensus that no action is necessary. Clerk Kaiser verified that permitted accessory buildings are present and in accordance with existing conditional use permits at N2401 Cardinal Lane, N985 Smith Drive, N2091 Pine Beach Road South, W1172 Stokdyk Ingelse Road, and N708 County Road LL. It is not clear whether the conditional use permit approved in 2015 for a home occupation at W3134 Risseeuw Road was recorded after approval; further research is required.

16. 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.

a. Farmland preservation zoning ordinance recertification application update:

The Town's recently adopted ordinances have been codified and are ready to be sent to the state with the application. When the Town's zoning map and related data is received from Sheboygan County, the application will be ready for the Plan Commission's review.

17. Public input:

a. Lee Kaat reported that the conditional use permit for his property is no longer needed.

Clerk Kaiser will send him an email to obtain written confirmation.

b. Roy Teunissen inquired about the status of the debris pile at W3070 Hoitink Road.

18. 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.

19. Adjourn:

Motion by Jack Stokdyk, seconded by David Mueller, to adjourn at 8:32pm; the motion carried by unanimous voice vote.

Respectfully Submitted,
Janelle Kaiser, Plan Commission Clerk
Town of Holland, Sheboygan County, Wisconsin