

  
**WEST LAKELAND TOWNSHIP**  
**PLANNING COMMISSION MEETING**  
April 20, 2023

Present: Mr. Mark Votava, Mr. Del Miske, Mr. Dave Sanocki, Ms. Rachel Dana, Mr. Sean Flaherty, Supervisor Philip Moosbrugger

**Call to Order:**

Chairman Mark Votava called the meeting to order at 7:07 PM, April 20, 2023

**Approval of the Minutes:**

Mr. Flaherty moved to approve the minutes of the February 16, 2023 regular meeting. Seconded by Ms. Dana, the motion carried.

**Planning Commission Roles/Responsibilities:**

Chairman Votava reviewed the roles and responsibilities of the commission chairman, vice-chairman and secretary. Mr. Flaherty moved to have Mr. Votava continue to serve as chairman, Mr. Miske to continue to serve as vice-chairman and Ms. Vance to continue to serve as secretary. Seconded by Mr. Sanocki, the motion carried.

**Recodification of Township Ordinances:**

Discussion focused on the next steps for soliciting an outside entity to create our recodified ordinances. Mr. Votava will contact the Met Council and Supervisor Moosbrugger will contact the League of Townships for guidance on this process. Mr. Votava offered to draft a scope document to present to the board for them to distribute for solicitation. We will review at the next meeting before recommending to the board.

**Township Fee Schedule:**

Discussion focused on current fees and escrows, including building permit fees. Mr. Flaherty to create a draft revision to the existing fee schedule for planning commission review and comments at the May meeting.

**Old and New Business**

Next meeting scheduled for May 18, 2023 at 7:00 PM.

**Adjourn**

Having no further business, Mr. Flaherty moved to adjourn the meeting. Seconded by Ms. Dana, the motion carried. Mr. Votava adjourned the meeting at 9:06 PM.

Respectfully Submitted,

/s/ Sean Flaherty  
Planning Commission Member