

  
**WEST LAKELAND TOWNSHIP**  
**PLANNING COMMISSION MEETING**  
August 24, 2023

Present: Mr. Mark Votava, Mr. Dave Sanocki, Ms. Rachel Dana, Mr. Sean Flaherty, Mr. Del Miske, Mr. Brian Krafthefer, Supervisor Philip Moosbrugger  
Absent: Betsy Vance

**Call to Order:**

Chairman Mark Votava called the meeting to order at 7:05 PM, August 24, 2023

**Approval of the Minutes**

Ms. Dana moved to approve the minutes of the July 20, 2023 meeting. Seconded by Mr. Sanocki, the motion carried 6-0.

**2423 Manning Avenue N. Variance Request**

Mr. Bill Gerhart appeared to request a variance to build an outbuilding closer to the street than his primary residence. Practical difficulties preventing him from locating the outbuilding behind the primary residence include sloping topography, pie-shaped lot that prevents unimpeded access around the residence, a drainage easement at the rear of the property, location of the well and location of septic tank/drain field. Mr. Votava moved to recommend approval of the variance with the condition that screening is maintained between the new outbuilding and Manning Avenue. Seconded by Mr. Sanocki, the motion carried 6-0.

**Township Fee Schedule / Building Permit Fee Schedule**

Further discussion regarding potential updating of the current fee schedule and building permit fee schedule. Chairman Votava will clarify the current administrative/engineering process associated with Utility Construction fees with Supervisor Schultz before the next meeting of the planning commission. Discussion was also held regarding updating the contract between the township and our building inspector to ensure fees collected and payments made to the building inspector are aligned with accepted state guidelines and current agreements between other communities and their building inspectors. Further research and discussion is required before any recommendations can be made to the town board.

**Cannabis Moratorium**

The town board has passed a moratorium on cannabis sales pending a study regarding restrictions of Cannabis Businesses in the township. This issue has been tabled for discussion at a future meeting.

**Town Hall Use**

The town board requested that we revisit previously drafted Recommendation of Proposed Agreement, Application and Checklist. This will be discussed further at the September meeting.

**Adjourn**

The date for the next meeting was confirmed for September 14, 2023. Having no further business, Ms. Dana moved to adjourn the meeting. Seconded by Mr. Sanocki, the motion carried. Mr. Votava adjourned the meeting at 9:23 PM

Respectfully Submitted,

Sean Flaherty  
Planning Commission Member