**WAYLAND TOWNSHIP PLANNING COMMISSION**

**MINUTES FOR NOVEMBER 9th, 2022 MEETING**

1. **Meeting called to order** at 6:30 pm by Chairman Bob Fryling
2. **Roll Call**: Matt Miner, Deb Nardin, Mark Chrusciel, Ron DeVries, Bob Fryling, Jerry Ross, Larry Brenner and Township Planner Rebecca Harvey, were all present.
3. **Approval of minutes**: Motion to approve the minutes from 10-12-22 meeting by DeVries 2nd by Nardin, All Aye, motion passed.
4. **Approval of agenda** for 11-9-22 meeting, Motion to approve the agenda by Chrusciel, 2nd by DeVries, All Aye, motion passed.
5. **New Business:**
   1. Public Hearing for Special Use Permit Application at 127 124th Ave, (Parcel #03-24-036-010-20) by Dream Team RV LLC for RV Storage & New/Used Sales
      1. Justin Parker (applicant) gave an overview of their application. Their plan is to offer RV sales and service. They would like to add on to the parking lot in the rear of the existing lot to allow for storage of the units they are working on and to be able to offer off-season storage for customers to keep their units there. They think it is a high traffic location and there is a need for it in this area.
      2. No members of the public spoke on this issue.
      3. Chairman Fryling closed the Public Hearing at 6:43pm.
   2. Special Use Permit Application at 127 124th Ave, (Parcel #03-24-036-010-20) by Dream Team RV LLC for RV Storage & New/Used Sales.
      1. Rebecca Harvey, township planner, gave her report and noted the following issues that need corrected/addressed.
         1. Detail the proposed use of the site, there is no indication on the site plan of the uses proposed
         2. Identify/locate the proposed use areas of the building, including square footage (e.g. attorney office-x sq ft; RV repair bays- x sq ft; bathrooms-x sq ft.
         3. Parcel dimensions are lacking
         4. Zoning of adjacent property lacking
         5. The dumpster is located behind the front building line and is at least 5 ft from property lines, as required by Section 12.06. However, it is also required to be 'screened from view' by a 6 ft solid fence/wall. This is typically accomplished by a 3-sided enclosure with the 4th side being a gate. The enclosure should be shown and detailed. You will also want to be able to demonstrate that the location of the dumpster allows for accessibility for servicing.
         6. The outdoor use of the property is unclear, the site plan should clearly delineate display/sale parking; long-term storage parking; short-term storage parking (those being serviced); customer parking; etc, including the number of parking spaces allocated to each use
         7. Parking/access/circulation areas of the site should be dimensioned and surfaces indicated, including aisle and parking space dimensions
         8. Outdoor lighting should be indicated, specifically location, mounting height, fixture type and wattage. Cut sheets of proposed lighting fixtures should also be provided.
         9. Existing and proposed fencing should be clearly indicated on the site plan noting fencing type and height
         10. Existing and proposed land cover and landscaping lacking
         11. The area of the lot proposed to be filled/graded will require review/approval by the Township Engineer, to ensure the proposal meets engineering standards and will adequately retain stormwater on-site. To that end, the site plan will need to provide existing/proposed elevations; details of the proposed parking area surface material; and, the design of the stormwater retention basin.
      2. The applicant will attempt to make the needed corrections and submit to the township planner so she can provide a report to the planning commission before the December meeting.
      3. Tabled until the December 14th meeting.
   3. Public Hearing for proposed changes to definitions of Family Child Care Home (Ord. 01-2013: Eff.11-09-13) Section 2.06 & Group Child Care Home (Ord. 01-2013: Eff.11-09-13 Section 2.07
      1. Overview of proposed changes were discussed to align with new state guidelines.
      2. Public input-None
      3. Chairman Fryling closed the public hearing at 7:24pm
   4. Proposed changes of the Wayland Township Zoning Ordinance, Family Child Care Home (Ord. 01-2013: Eff.11-09-13) Section 2.06 & Group Child Care Home (Ord. 01-2013: Eff.11-09-13 Section 2.07
      1. Discussion.
      2. Miner made a motion to recommend the township board approve the proposed changes to the zoning ordinance, 2nd by Chrusciel. All Aye, motion carries.
6. **Old Business:** 
   1. Special Use permits in the Township- Commissioner DeVries, nothing new at this time.
7. **Business Section:**
8. **Public Comment:** None
9. **Committee and Special reports:**
10. **Communications:** Miner gave an update from the township board meeting. Members discussed not talking over each other and to have a clear response to applicants. Only the chairman or the township planner should respond to the applicants/audience. DeVries asked if the township was aware of a possible property line dispute at the cemetery.
11. **Adjournment**: A motion was made by Commissioner DeVries to adjourn with a 2nd by Chrusciel. All aye. Meeting adjourned at 8:03 pm.

***Matthew Miner, Secretary, Wayland Township Planning Commission.***