

CATO TOWNSHIP

REGULAR BOARD MEETING MINUTES

Date: 12/09/24

Time: 6:00pm

309 S. Lincoln, Lakeview MI

Pledge of Allegiance Brandi Clark-Hubbard

Roll Call

Brandi Clark-Hubbard, Supervisor
Jamie Boehm, Treasurer
Ginger Imhoff, Clerk
Marcy Myers, Trustee

* Absent David Behrenwald, Trustee
Also present:
Dave Kelsey, Zoning
Phil Morrow, Planning

Approve Agenda

Motion #1	Clark-Hubbard	Support	Myers	Yes 4	No 0
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Motion to approve the agenda, including an additional item before public comment for an opening statement.

Approve Minutes

Motion #2	Imhoff	Support	Myers	Yes 4	No 0
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Motion to approve the minutes from November 11, 2024

Opening Statement

The supervisor shared a timeline for the township's zoning updates and the creation of a new Lake Residential Zoning District. This proposed district aims to establish regulations that are tailored to our lake communities, especially considering the density of homes in the area. We're taking a phased approach: first, we'll draft and approve general regulations already underway. After that, public input and hearings will be utilized to define the district boundaries. The township is committed to addressing zoning and land use issues proactively, aiming to minimize conflicts and safeguard property values.

Public Comment

Public comment began at 6:25 p.m. Comments were received from four persons. One letter and one email were received and read by Clark-Hubbard. Public comment ended 6:42 p.m.

Treasurer Report

Motion # 3	Imhoff	Support	Myers	Yes 4	No 0
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Motion to approve the Treasurer's Report with a general fund ending balance of \$265,601.34.

Clerk Report

Motion # 4	Clark-Hubbard	Support	Myers	Yes 4	No 0
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Motion to approve the bills totaling \$32,043.54 as presented.

Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed

Motion # 5	Clark-Hubbard	Support	Boehm	Yes 4	No 0
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Motion to Approve Payment of VC3 Invoice for remote backup services prior to the January meeting, with an estimated cost of approximately \$118, to avoid any service disruption while awaiting a long-term solution for server and remote access needs.

Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed

Motion # 6	Clark-Hubbard	Support	Myers	Yes 4	No 0
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Motion to approve training fees for newly elected officials up to \$750.

Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed

Motion # 7	Clark-Hubbard	Support	Imhoff	Yes 4	No 0
Motion to approve the purchase of MTA books for Board of Review members up to \$250. Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed					

Zoning

Dave Kelsey

- 2 structure permits issued
- Blight violations/fines accumulating at properties on Hemlock, Cutler Road, Hickory, and Juniper, with ongoing legal processes and deadlines for compliance.
- Requested consideration for mileage reimbursement for travel. The board agreed to review the request further and revisit it at the January meeting.

Motion # 8	Clark-Hubbard	Support	Myers	Yes 4	No 0
Motion to approve participation in cost-sharing for Planning Commission training at MCC, estimated at \$227 for the township's share. Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed					

Motion # 9	Clark-Hubbard	Support	Boehm	Yes 4	No 0
Motion to offer to both the Planning Commission and ZBA training at MCC with an estimated cost of \$620.00. Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed					

PC 2025

Motion # 10	Clark-Hubbard	Support	Myers	Yes 4	No 0
Motion to approve Planning Commission's 2025 meeting schedule with meetings set for January 8, March 12, May 14, July 16, September 10, and November 12.					

ZBA 2025

Motion # 11	Clark-Hubbard	Support	Imhoff	Yes 4	No 0
Motion to approve Zoning Board of Appeal's 2025 meetings for January 14 and August 12, with special meetings as needed for variance requests.					

LDFD

The fire agreement was tabled for further review and will be revisited in the January meeting

Supervisor Report

- Board of Review: Scheduled for December 10th at 2:00 p.m., with a limited agenda.
- Cemetery: Tree work has been completed
- Legal: Work continues on zoning ordinance; PA 233 appeal update is expected next month.
- Audit: Clean opinion finalized. Plan to discuss the highlights during the January meeting.
- Road Commission: The annual meeting on road improvements is scheduled for December 18th.

Old Business

Ongoing IT backup and remote hosting solutions are expected to progress in January.

New Business

Motion # 12	Clark-Hubbard	Support	Myers	Yes 4	No 0
Motion to reappoint Alisha Bigler, Darin Dood, and Paul Main as regular members and Nancy Lundwall as an alternate to the Board of Review for two-year terms ending December 31, 2026.					

Motion # 13	Clark-Hubbard	Support	Imhoff	Yes 4	No 0
Motion to reappoint Ben Stout to the Zoning Board of Appeals for a 3-year term ending December 31, 2027.					

Proposed
Draft of
Chapter 19
Lake
Residential
(LR) District

Through a collaborative effort, the board has proposed the following changes to Chapter 19, Lake Residential District Ordinance.

Chapter 19 Title - Rename to "Lake Residential (LR) District"

Section 19.03 Schedule of LR District Regulations:

- Add row to table for "REAR YARD SETBACK" and "5 feet"
- Add paragraph below table to include current Section 7.04.1 of the zoning ordinance:
"Garage and utility building permits (will be) issued only to those who have an existing dwelling that meets or exceeds all subdivision requirements or a valid building permit from Honeymoon Heights, Cato Township and all required Montcalm County permits for a permanent residence. Permits issued only to those who own a minimum of two lots."

Section 3.42 Camping, Temporary or Short-Term

1. General Standards

- Replace 1b with the language currently included in 2b and 2c:
 - 2b. Minimum setback distances.** *The location of the tent, recreational vehicle or similar shelter, and all associated camping equipment and appurtenances, shall comply with the minimum yard setback requirements for principal buildings in the zoning district.*
 - 2c. Maximum number of recreational vehicles.** *A maximum of one (1) recreational vehicle shall be permitted at one time on a vacant lot.*
- Add to 1i – "iv. Approved permits shall be visibly posted on the premises at all times during camping activity."

Section 3.42 Camping, Temporary or Short-Term

2. Camping on a Lakeside Vacant Lot

- Remove "Lakeside" from item 2.
- Letter e. Accessory structures on vacant lots, add: "Lakeside" before "vacant"

Motion # 14	Clark-Hubbard	Support	Myers	Yes 4	No 0
Motion to approve proposed draft of the Lake Residential District Ordinance with the changes.					
Roll Call: Clark-Hubbard; Boehm; Imhoff; Myers; motion passed					

Public
Comment

Public comment began at 8:03 p.m. Comments were received from four persons. Public comment ended 8:11 p.m.

Motion # 15	Clark-Hubbard	Support	Myers	Yes 4	No 0
Motion to adjourn. 12/09/24 8:11 pm					