

Cato Township

309 S Lincoln Ave
PO Box 59
Lakeview, MI 48850

Planning Commission Responsibilities

**This list provides only a general overview of certain basic responsibilities*

- Prepare for and attend regular meetings every other month and special meetings as needed
- Read and adhere to the Planning Commission Bylaws
- Comply with the Open Meetings Act
- Read and become familiar with the township's zoning ordinance and master plan
- Conduct public hearings and advise the township board regarding zoning ordinance amendments
- Perform other administrative duties as allowed by the zoning ordinance such as site plan reviews and special land uses
- Prepare and update the master plan
- Submit annual report to the township board
- Participate in training as may be offered by the township
- Other miscellaneous responsibilities as deemed applicable/appropriate