

Danby Township Regular Meeting
August 28, 2025

The Regular Meeting was held at The Danby Township Hall 13122 Charlotte Hwy, Sunfield, Mi and was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call of Board Members:

Present: Supervisor Platte, Trustee Schafer, Trustee Nurenberg, Treasurer Hoppes, Clerk Platte

Approval of Regular Meeting Minutes July 24, 2025:

Motion by Hoppes	Seconded by Schafer	CARRIED
Approve regular meeting minutes July 24, 2025, as presented.		

Approval of Agenda:

Motion by Schafer	Seconded by D. Platte	CARRIED
Approve the agenda as presented.		

Communications:

Motion by Nurenberg	Seconded by Schafer	CARRIED
Place Communications on file.		

Public Comment: none

Unfinished Business:

Township Fiber Optics – Supervisor Platte stated the fiber optics project is almost complete and the township should receive an invoice within the next couple of weeks.

New Business:

Township Hall Backup Generator – No Update.

PAFA – New Brush Trucks – PAFA got new brush trucks. The old brush trucks are for sale around \$9,000.00 to \$10,000.00, there is a reserve amount. This money will go back into the budget.

PFCU Foundation Local Governing Body Resolution for Charitable Gaming License –

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL.432.103a(i)(ii))

At a Regular meeting of the Township of Danby Board called to order by Supervisor Platte on August 28, 2025 at 7:00 p.m. the following resolution was offered:

Moved by Schafer and supported by Hoppes that the request from PFCU Foundation of Portland, county of Ionia, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for Approval.

APPROVAL: Yeas: 5
Nays: 0
Absent: 0

I hereby certify that the foregoing is a true and complete copy of a resolution offered and accepted by the Township of Danby Board at a Regular meeting held on August 28, 2025.

Danby Township Regular Meeting
August 28, 2025

SIGNED: Kristina Platte

Danby Township Clerk – Kristina Platte 13122 Charlotte Hwy., Sunfield, MI 48890

Handicap Door Opener No Longer Functioning – Supervisor Platte will check into this more and provide information at a later meeting.

Zoning and Assessing: Mitchel Hoppes presented his Zoning Administrator report. Heather Hoffman presented her Assessor report.

Commission and Committee Reports:

Road Issues – Supervisor Platte stated ICRD is starting work on Clintonia Road.

Officer Reports:

Fire Runs – 2 fire runs in July, for a total of 18 for the 2025 year.

Bills - The bills were presented by Clerk Platte.

Motion by K. Platte Seconded by Nurenberg CARRIED
Pay the bills as presented.

Treasurer's Report – Treasurer Hoppes presented the balances as of July 31, 2025, as \$961,009.98. Treasurer Hoppes also presented the board with a monthly report detailing her actions for the month. Treasurer Hoppes also spoke of the Point and Pay contract and suggested we terminate it with an effective date of November 2025 so we can begin using the BSA software for tax payments.

Motion by Hoppes Seconded by D. Platte CARRIED
Terminate contract with Point and Pay effective November 19, 2025, and allow Treasurer Hoppes to sign contract with BSA at this time of the August 28, 2025 meeting.

Cemetery Business: Cemetery Sexton Bill Nurenberg stated there were 2-full burials in August. The tractor has been repaired and is back in the cemetery barn. They will need to order more gas to finish the mowing season.

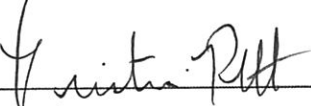
Announcements: The next regular meeting is Thursday September 25, 2025 @ 7:00 p.m.

Public Comment: Assessor Heather Hoffman discussed a possible need to expedite land splits and charging an additional fee for this service. Per the statute they currently have 45 days to complete land splits. Assessor Hoffman suggested an additional fee for land splits that are requested to be completed within 14 days. The cost of \$500.00 was suggested, but the Danby Township Board thought this might be too low. Supervisor Platte is consulting the township attorney about the possibility of expedited fees for land splits that are requested to be completed under 14 days.

Adjournment:

Motion by Nurenberg Seconded by D. Platte CARRIED
Adjourn the meeting at 8:19 p.m.

Danby Township Regular Meeting
August 28, 2025



Kristina Platte

Danby Township Clerk

Danby Township Regular Meeting
September 25, 2025

The Regular Meeting was held at The Danby Township Hall 13122 Charlotte Hwy, Sunfield, Mi and was opened at 7:05 p.m. with the Pledge of Allegiance.

Roll Call of Board Members:

Present: Supervisor Platte, Trustee Schafer, Trustee Nurenberg, Treasurer Hoppes

Absent: Clerk Platte

Approval of Regular Meeting Minutes August 28, 2025:

Motion by Nurenberg Seconded by D. Platte CARRIED

Approve regular meeting minutes August 28, 2025, as presented.

Approval of Agenda:

Motion by Schafer Seconded by Hoppes CARRIED

Approve the agenda as presented.

Communications:

Motion by D. Platte Seconded by Schafer CARRIED

Place Communications on file.

Unfinished Business:

Township Fiber Optics – Supervisor Platte stated the fiber optics project is completed and Danby Township received the final bill for payment.

Motion by Hoppes Seconded by Schafer CARRIED

Authorize payment to Tri-County for final fiber optics payment.

Handicap Door Automatic Opener Not Working – Supervisor Platte is looking for a company to fix or replace the handicap door automatic opener.

New Business:

Township Fall Newsletter – Will be going out in November with winter tax bills.

Cemetery Fee for Vault Removal – The fee for removal of a vault was \$1,000.00, Nurenberg thinks it should be \$1,200.00.

Motion by D. Platte Seconded by Schafer CARRIED

Effective immediately update the cemetery fee for removing a vault to \$1,500.00 for a resident of Danby Township and \$2,000.00 for a non-resident of Danby Township.

Snow Plow Costs – Supervisor Platte is working on obtaining the cost of snow plowing for the 2025/2026 year.

Zoning and Assessing: Mitchel Hoppes presented his Zoning Administrator report. Heather Hoffman was absent so she couldn't present the Assessor report.

Commission and Committee Reports:

Road Issues – Supervisor Platte stated ICRD is working on Clintonia Road.

Officer Reports:

Danby Township Regular Meeting
September 25, 2025

Fire Runs – 2 fire runs in August, for a total of 21 for the 2025 year.

Bills - The bills were presented by Treasurer Hoppes in Clerk Platte's absence.

Motion by D. Platte Seconded by Schafer CARRIED

Pay the bills as presented.

Treasurer's Report – Treasurer Hoppes presented the balances as of August 31, 2025.

Motion by D. Platte Seconded by Schafer CARRIED

Place Treasurer's report on file.

Cemetery Business: Cemetery Sexton Bill Nurenberg stated there were 2-full burials in September. The driveway in the old section is messy, looks like people are driving on it and leaving trenches.

Announcements: The next regular meeting is Thursday October 30, 2025 @ 7:00 p.m.

Adjournment:

Motion by D. Platte Seconded by Nurenberg CARRIED

Adjourn the meeting at 7:36 p.m.



Minutes Taken by Treasurer - Michele Hoppes and typed by Danby Township Clerk Kristina Platte

Danby Township Regular Meeting
October 30, 2025

The Regular Meeting was held at The Danby Township Hall 13122 Charlotte Hwy, Sunfield, Mi and was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call of Board Members:

Present: Supervisor Platte, Trustee Schafer, Treasurer Hoppes, Clerk Platte

Absent: Trustee Nurenberg

Approval of Regular Meeting Minutes September 25, 2025:

Motion by Hoppes Seconded by Schafer CARRIED
 Approve regular meeting minutes September 25, 2025, as presented.

Approval of Agenda:

Motion by Hoppes Seconded by K. Platte CARRIED
 Approve the agenda as presented.

Communications:

Motion by K. Platte Seconded by D. Platte CARRIED
 Place Communications on file.

Unfinished Business:

Township Fiber Optics – Supervisor Platte stated the fiber optics project is complete and 7.56 miles were done. Tri-County is trying to get more grants to run more fiber optics in the township.

Handicap Door Automatic Opener Not Working – Supervisor Platte received a bid for a Stanley commercial handicap door opener at a cost of \$4,500.00.

2025/2026 Snow Plowing – Supervisor Platte received a bid from Shane Merryfield at a cost of \$75.00/hour.

Motion by D. Platte Seconded by K. Platte CARRIED
 Approve Shane Merryfield to snow plow for the 2025/2026 year at a cost of \$75.00/hour.

New Business:

Ordinance to Amend the Danby Township Zoning Ordinance –

DANBY TOWNSHIP

ORDINANCE NO. _____

Adopted _____

Effective Date _____

AN ORDINANCE TO AMEND THE DANBY TOWNSHIP ZONING ORDINANCE TO INCLUDE BUILDING DESIGN REQUIREMENTS FOR BUILDING FAÇADES OF NEW NON-RESIDENTIAL BUILDINGS AND BUILDING ADDITIONS THAT FACE PUBLIC OR PRIVATE STREETS WITHIN THE COMMERCIAL ZONING DISTRICT, AND TO INCLUDE THE AUTHORIZATION OF THE PLANNING COMMISSION TO APPROVE DEVIATIONS

WHEREAS, THE TOWNSHIP OF DANBY, COUNTY OF IONIA, STATE OF MICHIGAN, ORDAINS:

Section 1: Chapter 3 General Provisions. Chapter 3 of the Danby Township Zoning Ordinance is amended to include a new Section 3.26 Commercial District- Building Design Requirements to read in its entirety as follows:

Section 3.26 Commercial District- Building Design Requirements

A. Applicability.

1. The building requirements included in this section apply to building façades of new non residential buildings and building additions that face public or private streets within the Commercial Zoning District.

2. On corner lots, these requirements apply to both façades that face public or private streets.

3. Exemptions.

a) The Planning Commission may approve exemptions for accessory buildings if they are not oriented toward the street frontage, are screened, or are not readily visible from the street frontage.

b) The Planning Commission may approve exemptions for attached warehouse components of buildings if a compliant front office or retail area comprises at least 40 percent of the front building elevation width and the attached warehouse is at least 10 feet behind the front building line of the office or retail area of the building.

B. General Requirements.

1. Primary Entry. A primary entrance shall face the primary street frontage. At least one (1) primary entrance shall face the primary street frontage for multi-tenant buildings. 1

2. Loading Areas. Loading docks, overhead doors, and other service entries shall not be on street-facing building façades.

3. Drive-Through Facilities. Drive-through service windows and menu boards, where allowable, shall not be located on street-facing building façades. However, the Planning Commission may approve drive-through service windows and menu boards on street facing building façades so long as they do not detract from the aesthetic quality and character of the building and all other zoning requirements are met.

4. Windows and Doors. The minimum and maximum percentage of windows and doors on street-facing building façades shall be the following:

a) First story: 33% to 80%.

b) Upper stories: 20% to 70%.

5. Articulation. All street-facing building façades over 24 feet shall incorporate architectural articulation. Articulation may include awnings, canopies, porch roof overhangs, step backs, porches, vertical or horizontal elements, wainscoting, repeating exterior wall patterns, and other allowable projections.

6. Mechanical Equipment.

a) Rooftop mechanical equipment shall be set back at least 10 feet from the edge of street-facing building façades.

b) Ground-mounted mechanical equipment shall not be located along street-facing building façades unless screened by landscaping, walls, or fencing.

C. Deviations.

1. The Planning Commission may authorize deviations from the requirements of this section. In determining if a deviation is warranted, the Planning Commission shall consider the following:

a) The proposed architectural design and/or building material is equal or superior to these requirements as it relates to achieving the character desired by this section.

b) The proposed architectural design and/or building material better fits the character of the area than when it strictly conforms to the requirements of this section.

c) The deviation has no significant visual impact or distinction from the public right-of way or adjacent properties.

d) The deviation is necessary due to a physical condition of the land or the irregular shape of the lot, which necessitates the building entry, loading area, or drive-through facility to be placed in a location different from what is required by this section.

2. The Planning Commission may grant a lesser deviation than requested.

3. The Planning Commission may attach conditions necessary to uphold the intent of this section.

Section 2: Severability. The provisions of this ordinance are hereby declared to be severable, and if any clause, sentence, word, section, or provision is declared void or unenforceable for any 2 reason by any court of competent jurisdiction, it shall not affect any portion of this ordinance other than said part or portion thereof. Section

3: Effective Date. This ordinance shall be effective eight (8) days after the publication of a summary of its provisions in a local newspaper of general circulation in the Township.

Motion by D. Platte Seconded by K. Platte

ADOPTED: Yeas: Hoppes, Schafer, D. Platte, K. Platte

Nays: None

Absent: Nurenberg

STATE OF MICHIGAN COUNTY OF IONIA

I, the undersigned, the duly elected Clerk of Danby Township, Ionia County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete representation of certain proceedings conducted by the Board of Trustees of said Township at a meeting held on this 30th day of October 2025.

Kristina Platte Danby Township Clerk

Private Burial Ground Ordinance –

DANBY TOWNSHIP

ORDINANCE NO. _____

Adopted _____

Effective Date _____

AN ORDINANCE TO AMEND THE DANBY TOWNSHIP ZONING ORDINANCE TO DEFINE AND REGULATE PRIVATE BURIAL GROUNDS AS A SPECIAL LAND USE IN THE AG ZONING DISTRICT

WHEREAS, THE TOWNSHIP OF DANBY, COUNTY OF IONIA, STATE OF MICHIGAN, ORDAINS:

Section 1: Chapter 2 Definitions, Section 2.16- Definitions P. Section 2.16 of the Danby Township Zoning Ordinance is amended to include the following term and definition:

PRIVATE BURIAL GROUNDS- A tract of land on private property that is laid out and surveyed for use as a burial site, intended solely for the interment of members of a family and their descendants. Such grounds are for private use by the family and are not open to the general public. Private burial grounds include in-ground burials, cremation gardens, and natural & green burials, but do not include above-ground entombment.

Section 2: Chapter 5 Agricultural (AG) District, Section 5.03 Special Land Uses. Section 5.03 of the Danby Township Zoning Ordinance is amended to include "Private Burial Grounds" as a special land use in the AG District Zoning District.

Section 3: Chapter 13 Special Land Uses, Section 13.07. Section 13.07 of the Danby Township Zoning Ordinance is amended to include a new subsection CC to read in its entirety as follows:

CC. Private Burial Grounds

1. Applicability. This section applies to any new or expanded private burial grounds.

2. Use Restriction. Private burial grounds shall be limited to the use by a family and descendants for the interment of members of such families and descendants. No buildings, structures, or uses are permitted.

3. Minimum Acreage for Qualifying Lots. The minimum acreage of a lot from which a private burial ground shall be split is 20 acres.

4. Maximum Acreage. The maximum lot size for a private burial ground split from a qualifying-sized lot is one (1) acre. 1

5. Minimum Setbacks. The minimum setback for burial plots and monuments is 25 feet from all lot lines, except that the setback from public road rights-of-way and private street easements is 50 feet.

6. Maximum Height of Monuments. The maximum height of monuments is five (5) feet.

7. **Frontage and Access.** Notwithstanding the access requirements of Section 3.04, a private burial ground lot does not require frontage on a public street right-of-way or private street easement. However, in this case, an easement of a sufficient width for reasonable access to the site shall be provided. The access easement shall be included in a survey. The width of the access easement shall be determined through the special land use process and shall be sized according to whether the site will be accessed by foot or motor vehicles.

8. **Health Department Approval.** The applicant shall secure Ionia County Health Department approval.

9. **Additional Special Land Use Standard.** In addition to the standards for special land use approval in Section 13.04, the Township shall find that the establishment and operation of the private burial ground would not be injurious to public health.

10. Deed Requirement, Survey, and Recording. a) The deed shall permanently establish the private burial ground and restrict all other uses of the property.

b) The deed shall establish the person or persons named trustees and provisions for continuing trusteeship.

c) A survey of the private burial ground shall be prepared to accompany the deed. If the lot does not have frontage on a public street right-of-way or private street easement, an access easement to the private burial ground shall be established.

d) The applicant shall record the deed, survey, and access easement (if applicable) with the Ionia County Register of Deeds within 30 days of special land use approval and prior to using the property for private burials.

e) Copies of recorded documents must be delivered to the Township Clerk immediately after recording.

Section 4: Severability. The provisions of this ordinance are hereby declared to be severable, and if any clause, sentence, word, section, or provision is declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect any portion of this ordinance other than said part or portion thereof.

Section 5: Effective Date. This ordinance shall be effective eight (8) days after the publication of a summary of its provisions in a local newspaper of general circulation in the Township.

Motion by Hoppes **Seconded by Schafer**

ADOPTED: Yeas: K. Platte, Schafer, Hoppes, D. Platte

Nays: None

Absent: Nurenberg

STATE OF MICHIGAN COUNTY OF IONIA

I, the undersigned, the duly elected Clerk of Danby Township, Ionia County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete representation of certain proceedings conducted by the Board of Trustees of said Township at a meeting held on this 30th day of October 2025.

Kristina Platte Danby Township Clerk

Election Workers Pay for November 4, 2025-

Motion by D. Platte Seconded by Hoppes

CARRIED

Allow Clerk Platte to pay election workers for the November 4, 2025 election.

- Danby Township Regular Meeting
October 30, 2025

Zoning and Assessing: Mitchel Hoppes presented his Zoning Administrator report. Heather Hoffman presented her Assessor report.

Commission and Committee Reports:

Road Issues – Supervisor Platte stated Clintonia Road south of Tupper Lake Road is repaired and the residents that live in that area are stating how well it's holding up.

Planning Commission Update – The Planning Commission's next meeting is January 21, 2026.

Officer Reports:

Fire Runs – 1 fire run in September, for a total of 22 for the 2025 year.

Bills - The bills were presented by Clerk Platte.

Motion by K. Platte Seconded by Hoppes CARRIED
Pay the bills as presented.

Treasurer's Report – Treasurer Hoppes presented the balances as of September 30, 2025 with a balance of \$906,004.46.

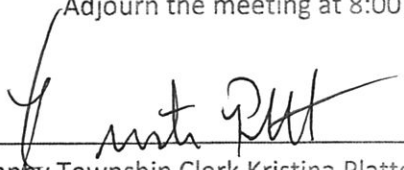
Motion by D. Platte Seconded by Schafer CARRIED
Place Treasurer's report on file.

Cemetery Business: Cemetery Sexton Bill Nurenberg stated there was 1-cremation in October. The trash cans have been removed in the cemetery and water turned off for winter.

Announcements: The next regular meeting is Thursday November 20, 2025 @ 7:00 p.m.

Adjournment:

Motion by D. Platte Seconded by Nurenberg CARRIED
Adjourn the meeting at 8:00 p.m.



Danby Township Clerk Kristina Platte

Danby Township Regular Meeting
November 20, 2025

The Regular Meeting was held at The Danby Township Hall 13122 Charlotte Hwy, Sunfield, Mi and was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call of Board Members:

Present: Supervisor Platte, Trustee Schafer, Trustee Nurenberg, Treasurer Hoppes, Clerk Platte

Approval of Regular Meeting Minutes October 30, 2025:

Motion by Hoppes	Seconded by Schafer	CARRIED
Approve regular meeting minutes October 30, 2025, as presented.		

Approval of Agenda:

Motion by D. Platte	Seconded by K. Platte	CARRIED
Approve the agenda as presented.		

Communications:

Motion by K. Platte	Seconded by Hoppes	CARRIED
Place Communications on file.		

Unfinished Business:

Handicap Door Automatic Opener Not Working – Supervisor Platte is working on obtaining additional bids and will contact the insurance company to see if this would be covered.

New Business:

Credit Card Policy For Township – Supervisor Platte would like the board members to think about a sample of a credit card policy that was given to them as it will be discussed at the December meeting.

PAMA Building – Supervisor Platte discussed the PAMA building needing the floor in the police department area of the building replaced and how the costs would be broken down per entity. The attorneys for Danby Township are reviewing the original Pama Agreement and By-Laws, there will be more information to come at future meetings.

Township Website Redesign – Supervisor Platte is working on getting quotes for a new website for Danby Township.

Hall Rental – Will be discussed at future meetings after the Danby Board reviews the current rental agreement and insurance policy.

Zoning and Assessing: Mitchel Hoppes presented his Zoning Administrator report. Heather Hoffman presented her Assessor report.

Commission and Committee Reports:

Road Issues – Supervisor Platte stated the roads are in good shape.

Planning Commission Update – The Planning Commission's next meeting is January 21, 2026.

Officer Reports:

Fire Runs – 2 fire runs in October, for a total of 24 for the 2025 year.

Bills - The bills were presented by Clerk Platte.

Danby Township Regular Meeting
November 20, 2025

Motion by K. Platte Seconded by Hoppes CARRIED
Pay the bills as presented.

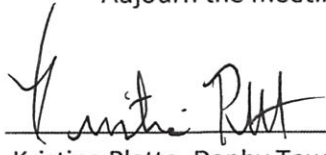
Treasurer's Report – Treasurer Hoppes presented the balances as of October 31, 2025, with a balance of \$636,220.12.

Cemetery Business: Cemetery Sexton Bill Nurenberg stated there are 4 foundations already scheduled for Spring 2026. The trash cans have been removed in the cemetery and water turned off for winter.

Announcements: The next regular meeting is Thursday December 18, 2025 @ 7:00 p.m.

Adjournment:

Motion by Schafer Seconded by Hoppes CARRIED
Adjourn the meeting at 8:34 p.m.



Kristina Platte, Danby Township Clerk

Danby Township Regular Meeting
December 18, 2025

The Regular Meeting was held at The Danby Township Hall 13122 Charlotte Hwy, Sunfield, Mi and was opened at 7:00 p.m. with the Pledge of Allegiance.

Roll Call of Board Members:

Present: Supervisor Platte, Trustee Schafer, Treasurer Hoppes, Clerk Platte
Absent: Trustee Nurenberg

Approval of Regular Meeting Minutes November 20, 2025:

Motion by Hoppes Seconded by D. Platte CARRIED
Approve regular meeting minutes November 20, 2025 as presented.

Approval of Agenda:

Motion by D. Platte Seconded by Schafer CARRIED
Approve the agenda as presented.

Communications:

Motion by D. Platte Seconded by Schafer CARRIED
Place Communications on file.

Unfinished Business:

Handicap Door Automatic Opener Not Working – No action.

Credit Card Policy for Township – The township is checking into different financial institutions for a credit card that board members could use.

Motion by Hoppes Seconded by Schafer CARRIED
Move forward with credit card applications so township can obtain a credit card for use by Treasurer, Clerk and Supervisor in the future. The actual policy will be voted on at an upcoming meeting.

Hall Rental – Will be moved to no update on the agenda at this time.

PAMA Building Police Department Floor Replacement –

Motion by D. Platte Seconded by Schafer Motion Denied
Approve Danby Township to pay 20% for the PAMA Building Police Department flooring project.

Yeas: None

Nays: Schafer, Hopper, K. Platte, D. Platte

Absent: Nurenberg

MOTION DENIED

New Business:

BOR Recommendations by Supervisor Platte – Supervisor Platte recommended Richie Sands, Damon Mallek, Sandy Pearson to be appointed to the Board of Review.

Motion by D. Platte Seconded by Hoppes CARRIED
Appoint Richie Sands, Damon Mallek, Sandy Pearson to the Board of Review.

PAMA Building Survey – The Danby Township Board discussed the PAMA Building Survey.

Zoning and Assessing: Mitchel Hoppes presented his Zoning Administrator report. Heather Hoffman was not present, Supervisor Platte presented the Assessor report in her absence.

Commission and Committee Reports:

Road Issues – Supervisor Platte stated the roads are in good shape.

Planning Commission Update – The Planning Commission's next meeting is January 21, 2026.

Officer Reports:

Fire Runs – 2 fire runs in November, for a total of 24 for the 2025 year.

Bills - The bills were presented by Clerk Platte and request was made to reimburse Supervisor Platte for the cost of the website domain renewal and Norton Anti-virus for the township computers.

Motion by K. Platte Seconded by Schafer CARRIED

Pay the bills as presented and grant permission to reimburse Supervisor Platte for the cost of the website domain renewal and Norton Anti-virus for the township computers.

Treasurer's Report – Treasurer Hoppes presented the balances as of November 30, 2025, with a balance of \$682,489.51.

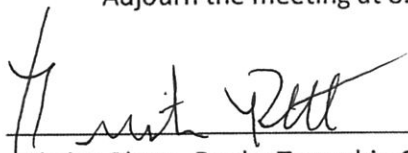
Cemetery Business: Assistant Cemetery Sexton Joe Pohl stated there will be a burial in the upcoming week and no other action to report.

Announcements: The next regular meeting is Thursday January 29, 2026 @ 7:00 p.m.

Adjournment:

Motion by D. Platte Seconded by Hoppes CARRIED

Adjourn the meeting at 8:36 p.m.



Kristina Platte, Danby Township Clerk