

**Reynolds Township Planning  
Commission February 6, 2025  
Meeting Minutes**

**7:00pm Call to order Pledge of Allegiance Roll Call:**

**Members Present:** Robert Bergstrom, Ron Baker, Chuck Delaney, Thomas Phinney, Jerry Poprawski, Matt Westerbrink

**Members Absent:** Randy Sherburne

**Also in attendance:** Dave Kelsey - Zoning Administrator

**7:02pm New Business:**

**1. Review of meeting minutes from past meetings.**

- Approval of minutes from 12/5/24 (Scheduled PC meeting)  
Motion to approve by Member Poprawski, seconded by Member Westerbrink.

**AYES: 6 NAYES:0**

- Approval of minutes from 1/8/2025 SLU planning meeting for John Herschberger  
Motion to approve by Member Phinney, seconded by Member Baker

**AYES: 6 NAYES:0**

- Approval of minutes from 1/30/2025 SLU public hearing for John Herschberger  
Motion to approve by Member Poprawski, seconded by Member Baker **AYES: 6 NAYES:0**

**2. Member Delaney presented information regarding the Michigan Planning Enabling Act 2008 (MPEA) and the Michigan Zoning Enabling Act 2006 (MZEAA) and brought up changes that should be made and/or clarified regarding proper procedures in our Zoning Ordinance. The goal is to keep the township in compliance with state law. Our current workflow does not adhere to the Special Land Use (SLU) ordinance. Members should review our current ordinance (section 14) and discuss / make changes at our next meeting. Member Delaney also asked Zoning Administrator Kelsey about the process for SLU applications in our township and the others he oversees. ZA Kelsey explained the process as well as the differences between neighboring townships. Reynolds Twp is the only one of the 7 he administers that places the SLU process on the Zoning Administrator. All others work through the Planning Commission and to a lesser degree the Township Clerk. Member Delaney also stated the township zoning board of appeals (ZBA) is required, according to state law, to have one member from the Planning Commission on the board. Currently there are no members of the PC on the ZBA. Member Westerbrink stated that he would be willing to take that position.**

**Motion to review Section 14 of the Zoning ordinance by Member Poprawski, seconded by Member Westerbrink.**

**AYES:6**

**NAYES:0**

**3. Member Delaney reviewed what he had learned at the Planning Commission Training Conference in early January. He shared information on "ADU's". (Accessory Dwelling Units) Planning Commission will look at ordinances involving ADU's and "Tiny Houses" in our township. We will need further discussion on this at our next meeting.**

***continued.***

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**8:05pm Open Planning Commission Discussion**

- Member Phinney asked if we could get a large Township Zoning map for the Board room. Member Delaney stated that he is working on it.
- Member Delaney stated that info is available on the MTA site and there are other training opportunities for members if there is interest.

**8:07pm Motion to close meeting**

Motion to close by Member Bergstrom, seconded by Member Poprawski.

**AYES:6**

**NAYES.0**