

Planning and Zoning Minutes
December 4, 2025
7:00 PM

The monthly meeting was called to order by Co-Chair Robin Caufman with the following members present Ron Mehr, Jerry Hemmesch, Dave Thielen and Clerk/Zoning Administrator Lynn Burg.

Absent Dean Holthaus

Supervisor Matt Burg, Clerk Kathy Hemmesch present

Minutes from October 2, 2025, meeting were read. **A motion to approve the minutes was made by Mehr, seconded by Hemmesch. Carried 4-0.**

Ken Gertken and Stacy Kalthoff from the City of Richmond attended the meeting to hand out the final draft of the comprehensive plan. Caufman looked at the land use map on page 24 and the growth map on page 26. Mehr asked if the city had talked with any landowners about the plan, and Stacy said the goal right now was just to show the draft to the board.

Hemmesch asked about the septic system and whether a new water tower would be needed. Stacy said the city should have enough water under the new plan. Hemmesch also asked about pipe size, and Ken said the pipes would be 10 to 12 inches, which should be enough for the septic system.

Theilen asked if the city planned to grow only to the north. Stacy said growth maybe also going to the northeast.

Mehr said the growth plan should have been discussed years ago. Stacy said the board would need to talk with the city council to understand why it was not discussed earlier. Caufman asked about parts of the plan shown across the river. Stacy said the city would most likely not develop over the river.

The Planning and Zoning Board plans to start reviewing the Munson Township ordinance and will look at any sections that may need to be changed or updated.

A motion to adjourn was made by Hemmesch, seconded by Mehr. Carried 4-0.

The next Planning and Zoning Board meeting will be February 5, 2026, at 7:00 PM.