

**REGULAR MEETING  
PLANNING COMMISSION  
MINUTES**

**JANUARY 8, 2026**

**THE REGULAR MEETING OF THE RICHMOND PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 P.M., ON THURSDAY, JANUARY 8, 2026, BY CHAIRMAN ZINK.**

**ROLL CALL**

Present: Caperton, Frank, Holley, Maniaci, Misch, Moore, Rix, Weinert, Zink

Absent: None

Others: City Planner Jeschke, City Clerk McCallister

Visitors: None

**APPROVAL OF MINUTES**

Motion by **Rix**, seconded by **Frank**, to approve the minutes of the November 13, 2025 regular meeting.

All yeas

**Motion passes**

**AUDIENCE PARTICIPATION**

None

**CORRESPONDENCE**

- City Council Minutes for the Regular Meeting of November 3, 2025
- City Council Minutes for the Regular Meeting of November 10, 2025
- City Council Minutes for the Organizational Meeting of November 10, 2025
- City Council Minutes for the Regular Meeting of November 17, 2025
- City Council Minutes for the Regular Meeting of December 1, 2025

Motion by **Frank**, seconded by **Misch**, to receive and file correspondence as presented.

All yeas

**Motion passes**

**ADOPTION OF AGENDA**

Motion by **Rix**, seconded by **Frank**, to adopt the agenda as presented.

All yeas

**Motion passes**

**PUBLIC HEARING**

None

**ITEMS FOR CONSIDERATION**

**B-1. Election of Officers (Chairperson, Secretary, and Vice-Chairperson).**

City Planner Jeschke indicated per the Michigan Planning Enabling Act of 2008 election of officers for the Planning Commission will be conducted on a yearly basis.

Current Chairman Zink opened the floor to accept nominations for the Planning Commission Chairperson for the next year.

Frank nominated Zink to serve as Chairperson of the Planning Commission for the next year.

Motion by **Rix**, seconded by **Holley**, to close the nominations for Planning Commission Chairperson.

All yeas

**Motion passes**

Motion by **Rix**, seconded by **Holley**, to elect Mark Zink as the Planning Commission Chairperson for the next year.

All yeas

**Motion passes**

Chairman Zink opened the floor to accept nominations for the Planning Commission Vice-Chairperson for the next year.

Misch nominated Rix to serve as Vice-Chairperson of the Planning Commission for the next year.

Discussion regarding Vice-Chairperson Nomination:

In the event the nomination of Rix as Vice-Chairperson passes, Administration will consult with the City Attorney to determine if an ex-officio member of the Planning Commission can serve as Vice-Chairperson in the absence of the Planning Commission Chairperson.

Motion by **Frank**, seconded by **Misch**, to close the nominations for Planning Commission Vice - Chairperson

All yeas

**Motion passes**

Motion by **Frank**, seconded by **Misch**, to elect Tim Rix as the Planning Commission Vice – Chairperson for the next year.

All yeas

**Motion passes**

Chairman Zink opened the floor to accept nominations for the Planning Commission Secretary for the next year.

Rix nominated Moore to serve as Secretary of the Planning Commission for the next year.

Motion by **Frank**, seconded by **Weinert**, to close the nominations for Planning Commission Chairperson.

All yeas

**Motion passes**

Motion by **Frank**, seconded by **Weinert**, to elect Jon Moore as the Planning Commission Secretary for the next year.

All yeas

**Motion passes**

### **MISCELLANEOUS MATTERS FROM THE CITY STAFF**

City Planner Jeschke stated that if clarification of the current zoning ordinance is needed, or if amendments are deemed necessary, the matter may be discussed at a

future Planning Commission meeting.

**CHAIRMAN AND COMMISSION MEMBERS**

Moore – City calendars are now available. Also, the Aud is offering a senior coffee hour on the first and third Wednesdays of the month from 9am-10am. Coffee and donuts will be provided.

Zink will be absent for the March meeting as he will be out of town.

**ADJOURNMENT**

Motion by **Rix**, supported by **Frank**, to adjourn the Planning Commission Regular Meeting at 7:12 p.m.

All yeas

**Motion passes**

Respectfully submitted,

Heather L. McCallister  
City Clerk