

MEMORANDUM



TO: Members of the Planning Commission
FROM: Barbara McBeth, AICP, City Planner
SUBJECT: Calendar 2020
DATE: August 20, 2019

The Community Relations Division is putting together the 2020 Annual Report/Calendar for the City of Novi. All city departments have been asked to forward important dates to incorporate on the calendar.

The attached draft calendar includes suggested dates for the Planning Commission meetings, which are primarily the second and fourth Wednesday of each month, with a few exceptions for holidays and other considerations. The suggested Planning Commission dates are provided as noted. City-recognized holidays are indicated, as well as the dates the City Council meetings will be held.

For 2019, staff is suggesting one meeting in November and December. Alternatively, the Planning Commission may wish to allow for two meetings each month; meetings may be cancelled if there is no reason to meet. It is expected that the Planning Commission meetings will continue at the same starting time of 7 p.m.

We would also like to provide the suggested meeting dates for Planning Commission Committees as provided below for consideration:

Planning Commission Committee	Tentative Meeting Dates
Administrative Liaison	Prior to the 1 st PC meeting in January
Capital Improvement	As advised by the Finance Department, generally late January/early February
Environmental	As needed
Implementation	As needed
Master Plan and Zoning	As needed
Rules	Prior to 1 st PC meeting in June
Walkable Novi	Prior to the Parks Recreation and Cultural Services Commission meeting, quarterly

Additional committee meetings may be scheduled, as needed.

Consideration of the Planning Commission meeting dates is scheduled for discussion and approval on August 28th. Feel free to contact me if there are any questions.

January 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 <i>New Year's Day</i>	2	3	4
5	6 City Council	7	8	9	10	11
12	13	14	15 Planning Commission	16	17	18
19	20 <i>Martin Luther King Jr. Day</i>	21	22	23	24	25
26	27 City Council	28	29 Planning Commission	30	31	

February 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10 City Council	11	12 Planning Commission	13	14	15
16	17 <i>President's Day</i>	18	19	20	21	22
23	24 City Council	25	26 Planning Commission	27	28	29

March 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 City Council	3	4	5	6	7
8	9	10	11 Planning Commission	12	13	14
15	16	17	18	19	20	21
22	23 City Council	24	25 Planning Commission	26	27	28
29	30	31				

April 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 City Council	7	8 Planning Commission	9	10 <i>Good Friday</i>	11
12	13	14	15	16	17	18
19	20 City Council	21	22 Planning Commission	23	24	25
26	27	28	29	30		

May 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 City Council	5	6 Planning Commission	7	8	9
10	11	12	13	14	15	16
17	18 City Council	19	20 Planning Commission	21	22	23
24	25 <i>Memorial Day</i>	26	27	28	29	30
31						

June 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 City Council	2	3	4	5	6
7	8	9	10 Planning Commission	11	12	13
14	15 City Council	16	17	18	19	20
21	22	23	24 Planning Commission	25	26	27
28	29	30				

July 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 City Council	7	8 Planning Commission	9	10	11
12	13	14	15	16	17	18
19	20	21	22 Planning Commission	23	24	25
26	27 City Council	28	29	30	31	

August 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10 City Council	11	12 Planning Commission	13	14	15
16	17	18	19	20	21	22
23	24	25	26 Planning Commission	27	28	29
30	31 City Council					

September 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7 <i>Labor Day</i>	8	9	10	11	12
13	14 City Council	15	16 Planning Commission	17	18	19
20	21	22	23	24	25	26
27	28 City Council	29	30 Planning Commission			

October 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12 City Council	13	14 Planning Commission	15	16	17
18	19	20	21	22	23	24
25	26 City Council	27	28 Planning Commission	29	30	31

November 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9 City Council	10	11 <i>Veteran's Day</i>	12	13	14
15	16	17	18 Planning Commission	19	20	21
22	23 City Council	24	25	26 <i>Thanksgiving</i>	27	28
29	30					

December 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7 City Council	8	9 Planning Commission	10 <i>Hanukkah begins</i>	11	12
13	14	15	16	17	18	19
20	21 City Council	22	23	24 <i>Christmas Eve</i>	25 <i>Christmas Day</i>	26
27	28	29	30	31 <i>New Year's Eve</i>		