

# MEMORANDUM



TO: Members of the Planning Commission  
FROM: Barbara McBeth, AICP, City Planner  
SUBJECT: Calendar 2023  
DATE: September 9, 2022

The Community Relations Division is putting together the 2023 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 2023, 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 to meet 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:

<b>Planning Commission Committee</b>	<b>Tentative Meeting Dates</b>
Administrative Liaison	Prior to the 1 <sup>st</sup> 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	As needed
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 September 14<sup>th</sup>. Feel free to contact me if there are any questions.

# January 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 New Year's Day	2 <i>City Offices Closed</i>	3	4	5	6	7
8	9 City Council	10	11 Planning Commission	12	13	14
15	16 <i>City Offices Closed</i> <i>MLK Jr. Day</i>	17	18	19	20	21
22	23 City Council	24	25 Planning Commission	26	27	28
29	30	31				

# February 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 <i>Groundhog Day</i>	3	4
5	6 <i>City Council</i>	7	8 <i>Planning Commission</i>	9	10	11
12	13	14 <i>Valentine's Day</i>	15	16	17	18
19	20 <i>City Offices Closed President's Day</i>	21	22 <i>Planning Commission</i>	23	24	25
26	27 <i>City Council</i>	28				

# March 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 City Council	7 Holi Purim	8 Planning Commission	9	10	11
12 Daylight Saving Time Begins	13	14	15	16	17 St. Patrick's Day	18
19	20 City Council	21	22 Planning Commission	23 Ramadan Begins	24	25
26	27	28	29	30	31	

# April 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2 <i>Palm Sunday</i>	3 City Council	4	5 Planning Commission <i>Passover Begins</i>	6	7 City Offices Closed <i>Good Friday</i>	8
9 Easter	10	11	12 City Council Budget Discussion	13	14	15
16 <i>Orthodox Easter</i>	17 City Council	18 <i>Tax Day</i>	19 Planning Commission	20	21 <i>Eid al-Fitr Begins</i>	22 <i>Earth Day</i>
23	24	25	26 City Council Budget Discussion (if necessary)	27	28	29
30						

# May 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8 City Council	9	10 Planning Commission	11	12	13
14 Mother's Day	15	16	17	18	19 Spring Palooza National Bike to Work Day	20
21	22 City Council	23	24 Planning Commission	25 Shavuot Begins	26	27
28	29 City Offices Closed Memorial Day	30	31			

# June 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 City Council	6	7 Planning Commission	8	9	10
11	12	13	14 Flag Day	15	16	17
18 Father's Day	19 City Council Juneteenth	20	21 Planning Commission	22	23	24
25	26	27	28	29 Eid-al-Adha begins	30	

# July 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 <i>City Offices Closed Independence Day</i>	5	6	7	8
9	10 <i>City Council</i>	11	12 <i>Planning Commission</i>	13	14	15
16	17	18	19	20	21	22
23	24	25	26 <i>Planning Commission Tisha B'av Begins</i>	27 <i>Ashura Begins</i>	28	29
30	31 <i>City Council</i>					



# August 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	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	31		

# September 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 <i>City Offices Closed Labor Day</i>	5	6	7	8	9
10	11 <i>City Council</i>	12	13 <i>Planning Commission</i>	14	15 <i>Rosh Hashanah Begins</i>	16
17	18	19	20	21	22	23
24 <i>Yom Kippur Begins</i>	25 <i>City Council</i>	26	27 <i>Planning Commission</i>	28	29 <i>Sukkot Begins</i>	30

# October 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6 <i>Shemini Atzeret Begins</i>	7 <i>Simchat Torah Begins</i>
8	9 City Council <i>Columbus Day</i> <i>Indigenous Peoples' Day</i>	10	11 <b>Planning Commission</b>	12	13	14
15	16	17	18	19	20	21
22	23 City Council	24	25 <b>Planning Commission</b>	26	27	28
29	30	31 <i>Halloween</i>				

# November 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5 <i>Daylight Saving Time Ends</i>	6	7 <i>Election</i>	8	9	10 <i>City Offices Closed</i>	11 <i>Veteran's Day</i>
12 <i>Diwali</i>	13 <i>City Council</i>	14	15 <i>Planning Commission</i>	16 <i>Winter, Wine &amp; Whimsy</i>	17 <i>Winter, Wine &amp; Whimsy</i>	18 <i>Winter, Wine &amp; Whimsy</i>
19	20	21	22	23 <i>City Offices Closed</i> <i>Thanksgiving</i>	24 <i>City Offices Closed</i>	25
26	27 <i>City Council</i>	28	29	30		

# December 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 City Council	5	6	7 Hanukkah Begins	8	9
10	11	12	13 Planning Commission	14	15	16
17	18 City Council	19	20	21	22 City Offices Closed	23
24 Christmas Eve	25 Christmas City Offices Closed	26 Kwanzaa Begins	27	28	29 City Offices Closed	30
31 New Year's Eve						