

MEMORANDUM



TO: Members of the Planning Commission
FROM: Barbara McBeth, AICP, City Planner
SUBJECT: Calendar 2022
DATE: September 16, 2021

The Community Relations Division is putting together the 2022 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 2022, staff is suggesting one meeting for the months of 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	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 22nd. Feel free to contact me if there are any questions.

JANUARY 2022

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

Holidays and Observances: 1: New Year's Day, 17: Martin Luther King Jr. Day

FEBRUARY 2022

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

Holidays and Observances: 14: Valentine's Day, 21: Presidents' Day

MARCH 2022

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

Holidays and Observances: 17: St. Patrick's Day

APRIL 2022

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

Holidays and Observances: 17: Easter Sunday, 18: Easter Monday, 18: Tax Day

MAY 2022

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

Holidays and Observances: 5: Cinco de Mayo, 8: Mother's Day, 30: Memorial Day

JUNE 2022

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

Holidays and Observances: 19: Father's Day

JULY 2022

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

Holidays and Observances: 4: Independence Day

AUGUST 2022

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

SEPTEMBER 2022

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

Holidays and Observances: 5: Labor Day, 11: Patriot Day, 22: Autumn Begins

OCTOBER 2022

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

Holidays and Observances: 10: Columbus Day, 31: Halloween

NOVEMBER 2022

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

Holidays and Observances: 8: Election Day, 11: Veterans Day, 24: Thanksgiving Day, 25: Black Friday

DECEMBER 2022

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

Holidays and Observances 21: Winter Begins, 24: Christmas Eve, 25: Christmas Day, 31: New Year's Eve