



MEMORANDUM

TO: Members of the Planning Commission

FROM: Barbara McBeth, AICP, City Planner

SUBJECT: Appointments to Committees – Mid-year

DATE: January 6, 2021

The Planning Commission typically elects its Officers (Chairperson, Vice Chairperson and Secretary) soon after appointments of Commission members each July. Similarly, assignments to various Committees are made at this time.

Last Fall, Commission Member Gronachan resigned her position, and Member Becker was selected to replace that vacancy. This week, Commission Member Maday was appointed to the vacant seat on the City Council. Staff anticipates that the newly-open Planning Commission seat will not be filled before the end of February, and there may be a need to hold Committee meetings in the meantime (CIP Committee – meeting scheduled for Wednesday, January 20, Walkable Novi Committee, and possibly the Master Plan and Zoning Committee).

At this time, staff is suggesting that some (or all) of the vacancies on the Committees be filled to allow continued smooth operations of the Planning Commission and its Committees. The term would be six months, as new assignments to Committees are scheduled after July 1.

The following Committee openings have occurred:

CIP and Budget:	1 vacancy for regular position 1 vacancy for alternate position
Walkable Novi:	1 vacancy
Master Plan and Zoning:	1 vacancy
Rules:	1 vacancy

This memo is being emailed to the members of the Commission to allow additional time for the Commission members to consider which Committee assignments are preferred, and to forward those requests to bmcbeth@cityofnovi.org prior to the Planning Commission meeting scheduled to be held on January 13. This will allow time for staff to compile each member's preferences in the "selection form" for consideration by the Planning Commission at next week's meeting. A copy of the memo is also being provided in the regular Planning Commission packets for next week's meeting.

Please feel free to contact me if there are any questions.

2021 Planning Commission Committees SELECTION

Member	Adminis- trative Liaison		CIP & Budget & Planning Studies		Environ- mental and Walkable Novi		Implemen- tation		Master Plan & Zoning		Rules	
	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22	2020-21	2021-22
Avdoulos	Vice Chair						X		X			
Becker												
Dismondy					A		X		X			
Ferrell					X						X	
TBD												
Lynch	Secre- tary		X									
Pehrson	Chair						X				X	
	Required	Vacant	Required	Vacant	Required	Vacant	Required	Vacant	Required	Vacant	Required	Vacant
Committee Size	3	0	2+A	1+A	2 + A	1	3	0	3	1	3	1
Liaison	McBeth		McBeth		Bell		McBeth		McBeth		Bell	

KEY: X = Member; A = Alternate

Required: Committee size based on Planning Commission Rules

Vacant: Number of vacancies