

CITY OF NORWICH
PLANNING COMMISSION
APRIL 15, 2024, 6:30 PM
CITY COURT, NORWICH, NY

PRESENT: John Antonowicz Mark Parker
Adrienne Zornow Marissa Phelps
Matt Gladstone

ALSO: Erik Scrivener, Community Development Director
Fred Gee, Ward 2 Alderman

ABSENT: Kyra Collier

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 6:34 PM.

Meeting minutes were not available for approval at this meeting.

Erik Scrivener opened the meeting by requesting an amendment to the definition of “Warming Center” in the zoning regulations. Catholic Charities, the warming center operator, is eligible for reimbursement through the NYS Code Blue program throughout April if the amendment states the warming center is open from October 1-April 30. The current definition states October 1-April 1. Adrienne Zornow made the motion to amend the dates in the zoning regulation, Matt Gladstone seconded the motion, all were in favor.

Erik Scrivener discussed a Restore NY application the city is considering with Norwich Homes Improvement, LLC at 65 Silver Street. The project involves rehabilitation of a vacant multifamily home. Adrienne Zornow made a motion to recommend the city to move forward with the application. Marissa Phelps seconded the motion. All were in favor.

The status of the Downtown Revitalization Initiative was discussed and updates on the Martin Kappel Theatre and the Small Grant Fund were provided.

Downtown lighting was also discussed. Erik Scrivener spoke on the initiative by the Business Improvement District and matching the design of the Museum District.

The Placemaking Initiative is scheduled to kickoff on June 26.

Two vacancies exist on the Planning Commission and prospective people to fill those vacancies were discussed.

Marissa Phelps asked if a copy of the sign ordinance and permit for the Colonia Theater could be requested. Erik Scrivener will ask for a copy of the permit to share with the commission.

ADJOURNMENT:

Adrienne Zornow made a motion to adjourn the meeting at 8:17 PM. Matt Gladstone seconded the motion. All were in favor.