

CITY OF NORWICH
PLANNING COMMISSION
MAY 19, 2025, 6:30 PM
CITY COURT, NORWICH, NY

PRESENT: Robert Jeffrey Chris Hayes
 Marissa Phelps Matt Gladstone
 John Antonowicz Mark Parker
 Adrienne Zornow Kyra Collier

ALSO: Erik Scrivener, Community Development Director
 Fred Gee, Ward 2 Alderman
 Matt Caezza, Ward 6 Alderman

ABSENT: None

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 6:38 PM

Meeting minutes were reviewed for April 29, 2025, and the working session on May 5, 2025. The commission noted that Kyra C was absent for both meetings, and it needed to be added to the minutes. Matt G was also absent from the May 5 meeting. Chris H made a motion to approve the minutes with the changes; Mark P seconded the motion. All were in favor.

PRIVILEGE OF THE FLOOR:

None.

OLD BUSINESS:

Chris H gave an update on the Peddling and Soliciting ordinance. Chris spoke on phasing the updates. Phase I includes recommendations for special permit holders for events and other proposed changes.

John A entered the meeting at 6:46 PM.

Chris H also continued with Phase II recommendations which could include removing permit fee exemptions, restructuring the fee schedule, and increased use of the designated spots.

Erik S entered the meeting at 7:05 PM.

Marissa P will be leading the subcommittee for the Brush, Grass and Weeds ordinance update. Another commissioner will assist her in reviewing other communities and making recommendations for the ordinance. Mark P asked about contractors hired by the city to mow, and the seemingly lack of available contractors in the city for this service. The commission agreed that the ordinance can be more defined and the fee schedule should be more reflective to the changes recently made with snow removal.

The land bank was again discussed. The commission agreed that pausing the discussion on a city land bank will continue until Chenango County decides if they will be pursuing a land bank. Robert J questioned if it was feasible. Administration is expensive.

NEW BUSINESS:

OTHER:

Erik S informed the Planning Commission that Bond, Schoeneck & King will be representing the city at certain times. The Planning Commission agreed that this was a positive move for the city.

ADJOURNMENT:

Kyra C made a motion to adjourn the meeting; Marissa P seconded the motion. All were in favor and the meeting adjourned at 7:56 PM.