

CITY OF NORWICH
PLANNING COMMISSION
JULY 28, 2025, 6:30 PM
CITY COURT, NORWICH, NY

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

ALSO: Erik Scrivener, Community Development Director

ABSENT: John Antonowicz

CALL TO ORDER:

The regular meeting of the Planning Commission was called to order at 6:33 PM.

MINUTES:

Minutes of the July 28, 2025, meeting were reviewed. Matt G made a motion to approve; Chris H seconded the motion. All were in favor.

PRIVILEGE OF THE FLOOR:

None.

OLD BUSINESS:

Chris H will be presenting the proposed peddler's permit at the August meeting. Chris H is getting signatures from the event organizers for a letter to accompany the proposed changes.

Erik S gave an update on the ordinance for tobacco regulation. The proposed document has been reviewed by the Public Health Law Center and recommendations have been incorporated into the document that is being sent to the local attorney.

Erik S gave an update on the ordinance review and meeting with Bond, Schoeneck, and King. Erik S will be preparing a document to the attorneys explaining what the commission is trying to revise and accomplish with Unsafe Buildings, Property Maintenance, and Housing Standards.

NEW BUSINESS:

Erik S presented the commission with the parking requirements in the zoning regulations and started a discussion on removing the minimum parking requirements in the Business Improvement District. Erik S presented copies of public parking maps and a street map of available on-street parking. There are approximately 700 parking spaces in the BID, excluding the parking spots available at the Chenango County Office Building. Robert J discussed the DRI process, and a goal was to make the city more walkable to the DRI standards. Matt G made a motion to recommend removing the minimum parking requirements in the BID, Adrienne Z seconded the motion. All were in favor.

Erik S said he would be discussing this with the BID Board of Directors at the upcoming meeting before presenting at Joint Committee.

OTHER:

ADJOURNMENT:

Mark P made a motion to adjourn the meeting at 7:41 PM, John A seconded the motion. All were in favor.