

Departmental Report

b. Master Plan for Land Use Areas
of Focus for Review

- Southwest Quadrant Residential Corners
- Novi Road/I-96 Interchange
- Special Planning Area south of 12 Mile Road,
west of Wixom

6-15-07

To: Mayor and City Council Members



MEMORANDUM

Upcoming discussion item
Clay Pearson

TO: Clay Pearson, City Manager
FROM: Barbara McBeth, Deputy Director of Community Development
DATE: June 14, 2007
SUBJECT: Master Plan for Land Use

Over the last few weeks, the Planning Commission's Master Plan and Zoning Committee has been reviewing the goals and recommendations of the 2004 Master Plan for Land Use, and has begun studying land uses for several areas of the city. Among the areas of particular interest were the following:

* [

- Southwest residential corners
- Novi/I-96 Interchange
- Southwest corner of 12 Mile and Wixom

* Last night, the Planning Commission adopted a resolution to announce the commencement of the Master Plan review process, following the recent recommendation of the Master Plan and Zoning Committee to take this action. The State Municipal Planning Act requires local communities to allow a 40 day comment period for input from neighboring communities, the County, utility companies and railroads before a draft is presented. The State law gives local Planning Commissions the authority to initiate and adopt or amend a Master Plan.

As we discussed previously, and as we did with the 2004 plan, the in-house Planning Staff will provide support and foundation material, professional expertise and draft documents for the Committee to review for the areas of interest. Certain aspects of the Master Plan review will require the expertise of outside consultants, such as traffic, utility and needs analyses, as well as facilitation for public input. Staff has been formulating a work plan that will include the support and work to be done by in-house staff and the areas of the Master Plan review that will benefit from the expertise of outside consultants. We hope to present information to the City Council regarding the budgetary aspects of this request at the next City Council meeting. **

Attached are the resolution to open the master plan, which was approved by the Planning Commission last evening, and the letter to be sent to surrounding communities today. A map has also been prepared highlighting the primary areas intended for study. The initial work plan has been discussed with the Master Plan and Zoning Committee with a tentative timeline for the various steps for review of the Master Plan, and this has been attached, as well.

The Planning staff looks forward to the commencement of the Master Plan review process and working closely with the Planning Commission and any outside experts that can be used. While we are not making assumptions about any particular need to modify the Master Plan until the study is completed, we anticipate that a fresh look at this important policy document will be beneficial to the decision-makers in the City of Novi in the upcoming years.

City of Novi Planning Commission
June 13, 2007

Whereas, the Planning Commission's Master Plan and Zoning Committee has reviewed the status of the City of Novi Master Plan for Land Use, 2004 regarding Special Planning Areas No. 1 and No. 2, the Downtown West Area; and the Southwest Quadrant of the City; and

Whereas, the Committee found that the Master Plan does not detail the uses for the following areas: Special Planning Areas No. 1 and No. 2, and the Downtown West Area; and

Whereas, the Southwest Quadrant of the City is also being reviewed by the Committee and Commission for potential Plan amendments.

Now, therefore the City of Novi Planning Commission hereby announces the start of the Master Plan amendment review process and it authorizes its Chairperson to notify the City Council and all entities that are required to receive notice by the State Municipal Planning Act.

June 14, 2007

Name
Entity
Address
City, State Zip

RE: Notice of Review of Master Plan for Possible Amendments

Dear

This letter is to inform you that the City of Novi intends to review its Master Plan for Land Use, 2004 for possible amendments. In accordance with the Municipal Planning Act (PA 285 of 1931 as amended), this letter is to notify our neighboring local governments, utilities and any other related entities of the City's initiation of the Master Plan amendment process. The City of Novi welcomes your comments and we look forward to your cooperation throughout the process. The City will send you a draft of any proposed amendments as soon as we have completed the draft amendments.

If you would like to receive a draft copy of the plan amendments in electronic format, please let the City of Novi know by providing a formal request and an email address. For additional information, please contact Mark Spencer, City of Novi Planner (mspencer@cityofnovi.org – 248-735-5607) or Barbara McBeth, City of Novi Deputy Director of Community Development (bmcbeth@cityofnovi.org – 248-347-0475).

Sincerely,

Victor Cassis, Chairperson
City of Novi Planning Commission

CC Novi City Council
Steve Rumble, Director of Community Development
Barbara McBeth, Deputy Director of Community Development
Clay Pearson, City Manager
Pam Antil, Assistant City Manager

Master Plan for Land Use, 2004

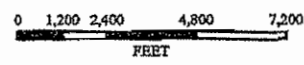
Future Land Use & Potential Amendment Areas



FUTURE LAND USE CLASSIFICATION		Legend	
	SINGLE FAMILY		MOBILE HOME PARK
	PUD		TC COMMERCIAL
	MULTIPLE FAMILY		TC GATEWAY
	PD1		LOCAL COMMERCIAL
	OFFICE		COMMUNITY COMMERCIAL
	REGIONAL COMMERCIAL		DOWNTOWN WEST
	LIGHT INDUSTRIAL		PD2
	HEAVY INDUSTRIAL		PUBLIC PARK
	PUBLIC		CEMETERY
	EDUCATIONAL FACILITY		UTILITY
	SPECIAL AREA 1		SPECIAL AREA 2



CITY OF NOVI PLAN REVIEW CENTER
 Created by Mark Spencer
 6/4/07
 NOVI PLANNING DEPARTMENT
 45175 W. TEN MILE ROAD
 NOVI, MI 48375-3024
 (248) 347-0475
 WWW.CINOVIMI.US



/mp amend flu.mxd

MAP INTERPRETATION NOTICE
 Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Work Plan: Master Plan for Land Use 2007 Update

Work Progression (as required by State Law, logistics, precedent, etc.) for the following three areas under consideration:

1. Southwest Residential Corners
 2. Novi/I-96 Interchange
 3. Twelve Mile west of Wixom Road
- Planning Commission **authorizes start of process** and sends out a notice of intention of amending the Master Plan requesting comments and cooperation (statutory 40 day comment period). *[June 13th authorize –June 14th send out mailing. Comment period closes July 9th].*
 - Staff to **collect data for review** by Master Plan and Zoning Committee: *[June, July & August]*
 - Staff & City Council to **initiate outside studies** if any *[RFP draft underway now, City Council review and allocate funds July 2, BIDNET second week in July, responses from consultants by August 1, selection of consultants by middle of August, Reports by consultants by early October]*
 - **Public input/visioning** meetings lead by outside facilitator to hold stakeholder meetings and coordinate web comments *[August]*
 - Master Plan & Zoning Committee to **develop vision statements and goals.** *[October]*
 - Master Plan & Zoning Committee **discuss alternatives** and **draft amendments** to Master Plan *(November)*.
 - **Public hearing** (not required but recommended) & **PC approval of amendments.** *[November 28th]*
 - **City Council comment and approval of draft amendments for distribution** and action on City Council approval of Master Plan amendments if desired by Council. *[December 17th]*
 - Planning Commission to **send out draft for comments** (55 to 75 days). *[cut-off early March]*
 - Master Plan & Zoning Committee **review of public & other agency comments and possible modification of draft** to address concerns. *[as received]*
 - **Public hearing** (at least one) after expiration of comment period). *[March 17th]*
 - **Planning Commission approval** of Master Plan. *[March 17th]*

Drafting the Plan: Contents of the Plan Amendment(s)

Legend

S City Staff
C Consultants
PC Planning Commission
(Date) Draft Completion Goal Date

- I. **EXECUTIVE SUMMARY** (December 2007)
- II. **AMENDMENT STUDY AREAS AND INTRODUCTIONS** (On-going, but completed by December 2007)
 - a. I-96 Novi Road Intersection Area
 - b. Southwest Quadrant Residential Corners
 - c. Southwest Twelve Mile Wixom Road Area (Special Study Area 2)

These areas will need to be reviewed at a later time:
Special Study Area 1 & Twelve Mile West Park Triangle Area
- III. **EXISTING CONDITIONS** (Staff to do background information in July and August before consultants are on-board)
 - a. Land Use **S** (July 2007)
 - b. Zoning **S** (July 2007)
 - c. Demographics **S** (July 2007)
 - d. Public facilities & infrastructure **S** (August 2007)
 - e. Community Character **S** (August 2007)
 - f. Environment/Open space **S** (July 2007)
 - g. Fiscal/Economic **S** (completed in 2007) Comparative Analysis in Appendix D of City Budget
- IV. **Community Visioning Process S & C** (July through October 2007)
 - a. Stakeholder Meetings
 - b. Web page to solicit comments and survey responses
- V. **DATA ANALYSIS** (Consultants to do needs analyses, thoroughfares analysis by end of October)
 - a. Retail Needs Study (City wide) **C** (October 2007)
 - b. Industrial Needs Study (City wide) **C** (October 2007)
 - c. Office Needs Study (City wide) **C** (October 2007)
 - d. Residential Needs Study (City wide) **C** (October 2007)
 - e. Infrastructure
 - i. Thoroughfares **C** (October 2007)
 - ii. Sanitary Sewer **S** (July 2007)
 - iii. Water **S** (July 2007)
 - iv. Storm Water **S** (July 2007)

- f. Fiscal Analysis & Cost Benefit Analysis **S** (complete 2007)
- g. Growth Issues **S and PC** (October 2007)
- h. Community Character Analysis **S and PC** (October 2007)
- i. Environment/Open Space **S, on-staff C and PC** (September 2007)
 - i. Quality of woodland & wetland protection
 - ii. Park and Recreation Plan

VI. GOALS & OBJECTIVES (develop with Community Visioning data) **S & PC**
(October 2007)

- a. Land Use
- b. Infrastructure
- c. Community Character
- d. Environment/Open Space

VII. IMPLEMENTATION S (November 2007)

- a. Community Character
- b. Environment/Open Space
- c. Growth Management