

CITY of NOVI CITY COUNCIL

Agenda Item 6
July 12, 2010

SUBJECT: Consideration of the request of Novi Town Center Investors, LLC, for the approval of the Preliminary Site Plan SP 10-26 and Section 9 façade waiver. The subject property is located east of Novi Road, north of Grand River Avenue, in the TC, Town Center District. The applicant is proposing to demolish Building F and construct a parking lot and associated landscaping in its place.

SUBMITTING DEPARTMENT: Community Development Department - Planning *Plan*

CITY MANAGER APPROVAL: 

BACKGROUND INFORMATION:

Novi Town Center is proposing to demolish Building F and build a parking lot in its place. Building F previously housed Old Navy and Pier One tenants and is located near the center of the Novi Town Center development. The removal of Building F will also expose a façade of the remaining portion of Building G (currently housing TJ Maxx). The applicant is proposing to construct a new façade treatment for the now exposed portions of the building wall, primarily adjacent to TJ Maxx. The update includes the addition of 99 parking spaces and associated landscaping, along with a new gate and landscaping to screen the existing loading areas. The area of demolition is adjacent to the recently approved demolition of portions of Building G.

The façade updates include the installation of standing seam metal awnings of a non-copper color. All standing seam metal in the Town Center district is required to be copper or copper-colored and therefore a Section 9 waiver is required. The City's façade consultant recommends approval of the requested waiver as the proposed changes would match those already approved for various other buildings in the Town Center.

As a part of the demolition, the loading area just west of Building E will now be exposed. The plan indicates new landscaping will be installed along the entire length of the exposed loading area and a screen fence will be installed along a portion of the exposed loading zone. Staff and the Planning Commission have recommended the screen fence be extended along the entire length of the loading areas and the condition that the proposed landscape screening be installed within thirty days of the completion of the building demolition (weather permitting) or otherwise no later than May 15th of the year following the demolition

In recent pre-application submittal reviews for a proposed new building, Building X.1, the City's traffic consultant has expressed some concern regarding the location and proximity to the adjacent main aisle way to the proposed parking adjacent to Building D and the proposed parking bay (10 spaces) in the south section of the demolition site. Staff has recommended that the applicant remove the proposed new spaces in front of the TJ Maxx space from the plan until a Traffic Impact Study demonstrates these spaces can function safely and effectively. The Planning Commission included a condition in its positive recommendation that the proposed new parking spaces can remain on the plan, but should be removed if the Traffic Impact Study shows they or unsafe or ineffective.

The Planning review, Engineering review, Landscape review, Façade review and Fire review recommend approval of the Preliminary Site Plan with minor changes to be addressed on the Stamping Set submittal and subject to the conditions noted above.

Section 1602.1 of the Zoning Ordinance requires all projects 5 acres or larger in the Town Center District to appear before the City Council for approval after a recommendation from the Planning Commission. This matter appeared before the Planning Commission on June 23, 2010. At that meeting the Planning Commission recommended approval of the Preliminary Site Plan and Section 9 façade waiver subject to a number of conditions including that the applicant provide a screen fence along the entire length of the exposed loading zone and install the landscaping within 30 days of building demolition or by May 15th, as suggested by Staff. An excerpt from the Planning Commission Action Summary is attached.

RECOMMENDED ACTION: Approval of the request of Novi Town Center Investors, LLC, for the Preliminary Site Plan SP 10-26 subject to the following:

- a. City Council granting the Section 9 façade waiver for the use of non-copper colored standing seam metal in the Town Center District (consistent with previous Section 9 waivers granted for this development);
- b. The applicant installing additional landscaping and/or adding decorative features to the visible portions of Buildings E and K in the event this area remains permanently exposed;
- c. The applicant providing a six foot screen fence along the entire length of the linear walkway along the southeastern portion of the site;
- d. The applicant eliminating the parking adjacent to the Building D sidewalk if warranted by the Traffic Impact Study;
- e. The applicant installing the proposed landscaping along the linear walkway along the southeastern portion of the site within thirty days of completion of demolition of the building if weather conditions allow and otherwise no later than May 15th as noted in the Landscape review letter; and
- e. The conditions and items in the staff and consultant review letters being addressed on the Stamping Set submittal ... *for the following reasons:*
 - 1) That the plan is otherwise in compliance with Article 25 and Article 16 of the Zoning Ordinance and all other applicable provisions of the Ordinance;
 - 2) The proposed façade showing the non-copper colored standing seam metal is consistent with the overall Town Center development and will generally enhance the visual quality of the project;
 - 3) The color selections are carefully coordinated and will harmonize with both new and existing materials;
 - 4) The use of the selected façade materials and material combinations will not detract from the future development of buildings with facades of brick and stone.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Gatt				
Council Member Crawford				
Council Member Fischer				

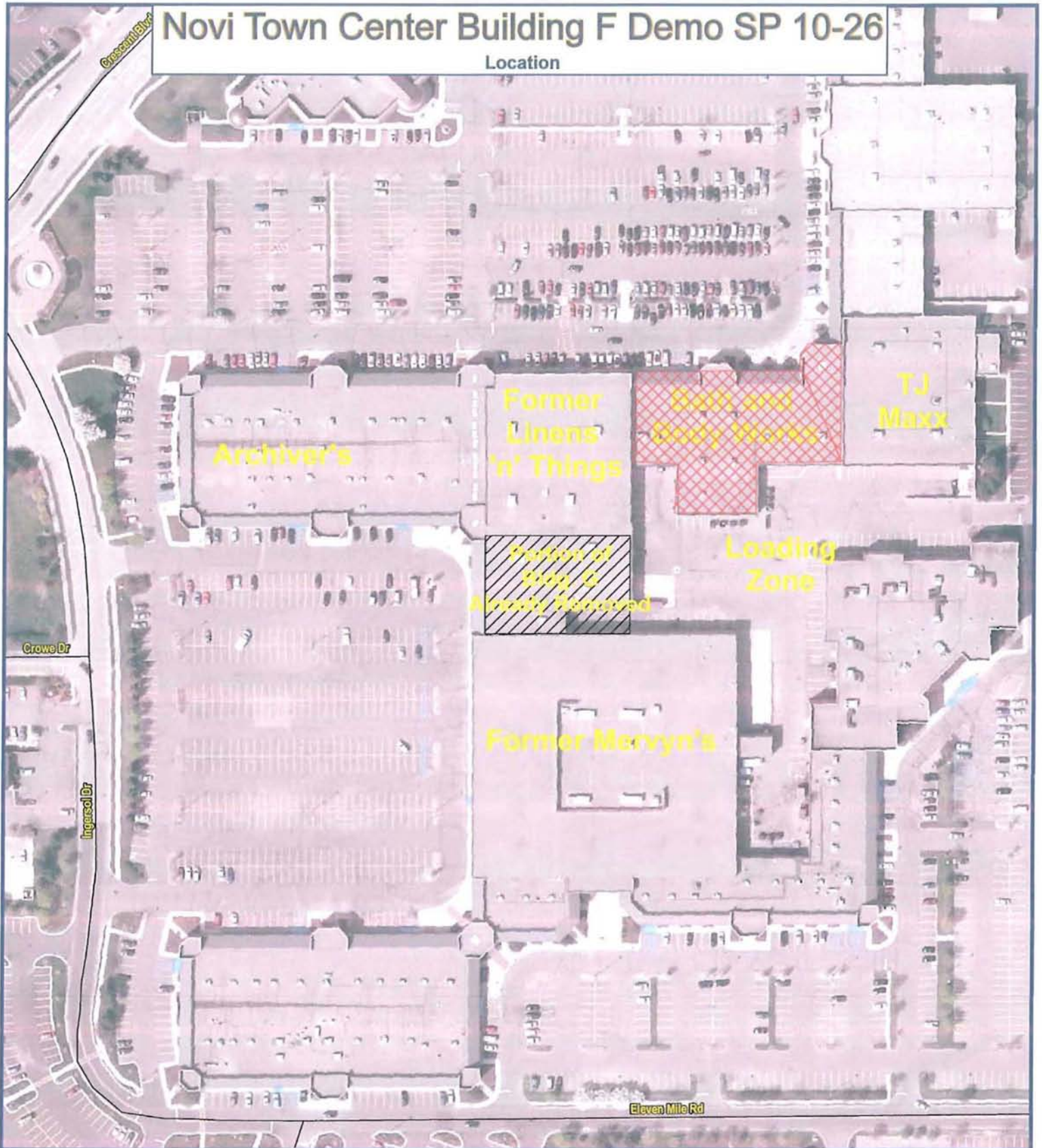
	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

MAPS

Location/Air Photo


Novi Town Center Building F Demo SP 10-26

Location



Map Author: Kristen Kapelanski
 Date: 06-14-10
 Project: SP10-26 Novi Town Center Bldg F
 Demo
 Version #: 1.0

Map Legend

 Area to be demolished

MAP INTERPRETATION NOTICE

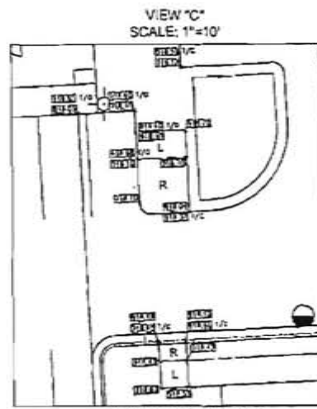
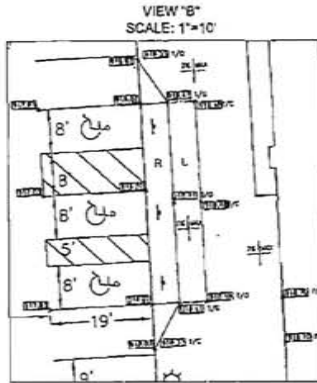
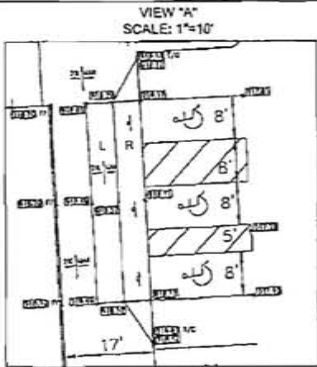
Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1979 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.



City of Novi
 Department Division
 45175 W Ten Mile Rd
 Novi, MI 48375
 cityofnovi.org



REDUCED SITE PLAN



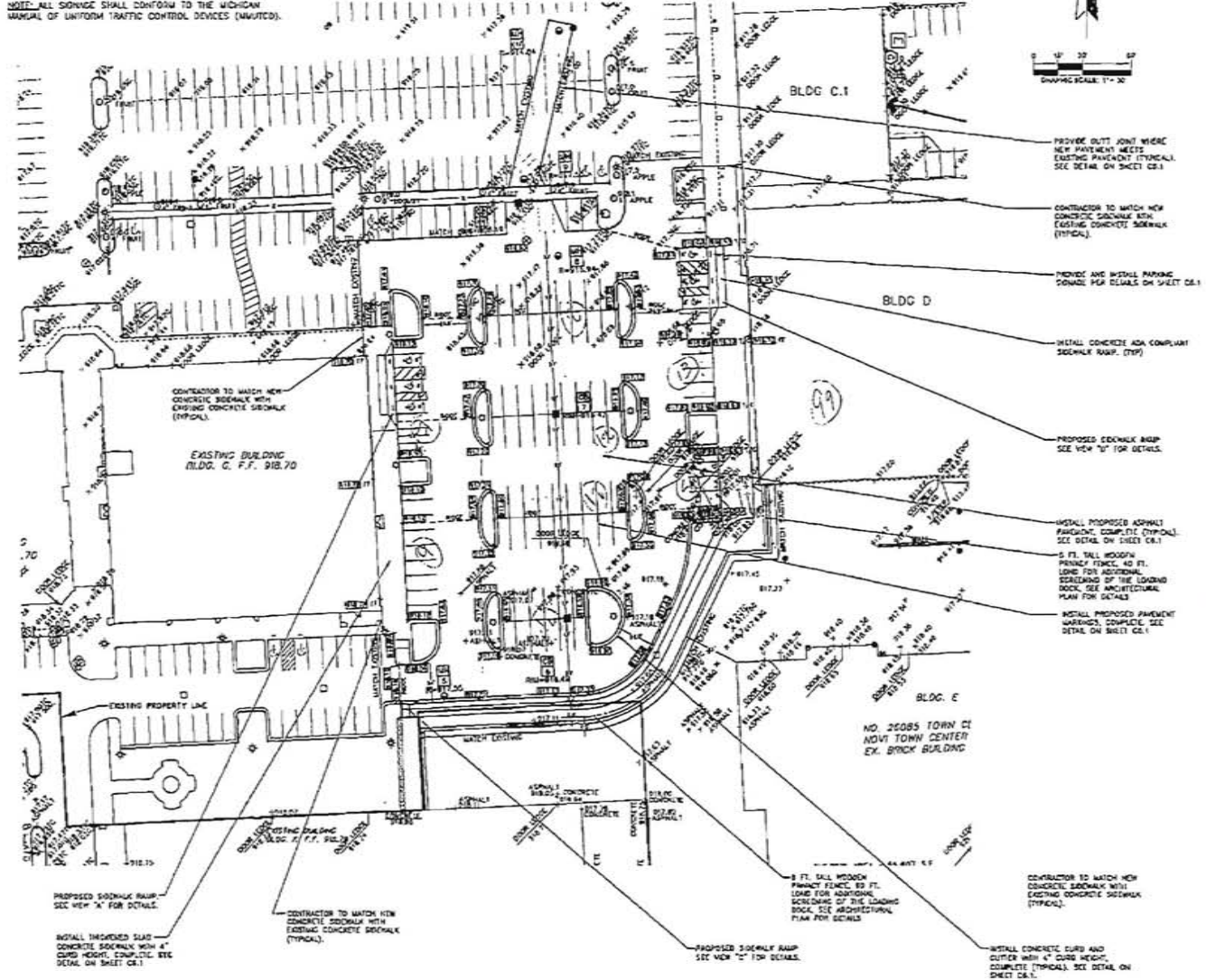
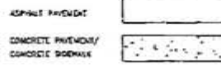
SIDEWALK RAMP LEGEND
 L SIDEWALK LANDING, 24" MAX
 K SIDEWALK RAMP, 5:12 MAX
 Proposed Drace

TRAFFIC CONTROL SIGN TABLE

DESCRIPTION	SIZE	SIGN CODE	QTY.
APPROVED PAVEMENT SIGN	12" x 6"	30A	1
UNAVAILABLE	12" x 6"	37A	1

NOTE: ALL SIGNAGE SHALL CONFORM TO THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).

PAVING HATCH LEGEND



NOVI TOWN CENTER INVESTORS LLC
 200 WILCOX ST.
 MEDFORD, MI 48055

GWE
 Giffels-Wobster Engineers, Inc.
 10000 E. 14th Ave.
 Farmington Hills, MI 48334
 248.460.1000
 www.gweinc.com

PAVING AND GRADING PLAN

BLDG "F" IMPROVEMENT
 @ NOVI TOWN CENTER
 CITY OF NOVI
 OAKLAND COUNTY, MI

DATE: 03-30-19
 SCALE: 1"=30'
 SHEET: C.E.1
 JOB: 1784435

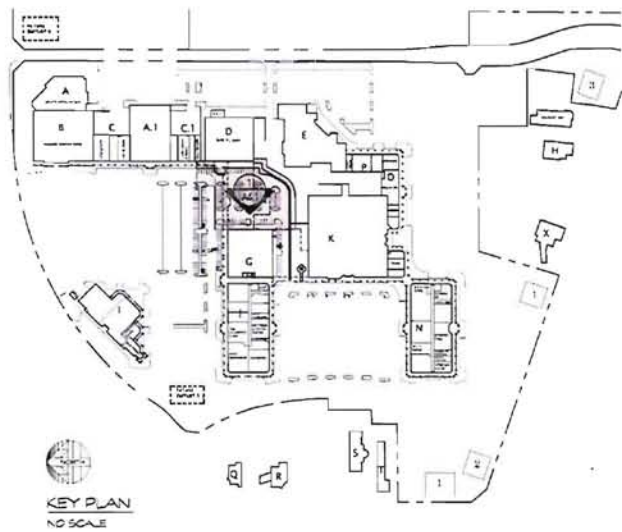


PROPOSED EAST ELEVATION
SCALE 1/8" = 1'-0"

SCALE 1/8" = 1'-0"

EAST ELEVATION MATERIALS

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK	20%	2450 SF	53.1%
EIFS	25%	1120 SF	19.5%
STANDING BEAM METAL AWNING	25%	650 SF	18.8%
TOTAL		5220 SF	100.0%



GENERAL NOTES

- DOORS SHOWN FOR CONCEPT ONLY. FINAL LOCATIONS WILL BE ADJUSTED PER TENANT LEASING REQUIREMENTS.
- TENANT SIGN AREAS SHOWN FOR CONCEPT ONLY. FINAL SIZES AND LOCATIONS WILL BE DETERMINED BY EACH TENANT. SUFFICIENT CITY APPROVALS ARE THE TENANT'S RESPONSIBILITY.

**NOVI TOWN CENTER
CONCEPTUAL ELEVATIONS**

OWNER:
NOVI TOWN CENTER INVESTORS, LLC
26132 Ingersoll Drive
Novi, Michigan 48375
248/347-3830 Fax 248/347-3833



WAH YEE ASSOCIATES
ARCHITECTS & PLANNERS
27111 WEST PHOENIX HILL ROAD
TAYLOR, OHIO 45319, MICHIGAN 48371
PHONE 248/487-7160 FAX 484/0122

**PRELIMINARY
NOT FOR CONSTRUCTION**

Dates:
OWNER REVIEW PRELIMINARY
APRIL 8, 2010
OWNER REVIEW PRELIMINARY
APRIL 8, 2010
OWNER REVIEW PRELIMINARY
MAY 11, 2010
PRELIM AND FINAL SUBMITTAL
MAY 19, 2010

A 4.1

CAD DWG AREA: SITE PLAN 02B, 5-19-10.DWG



EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

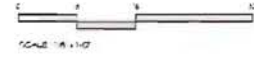
EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

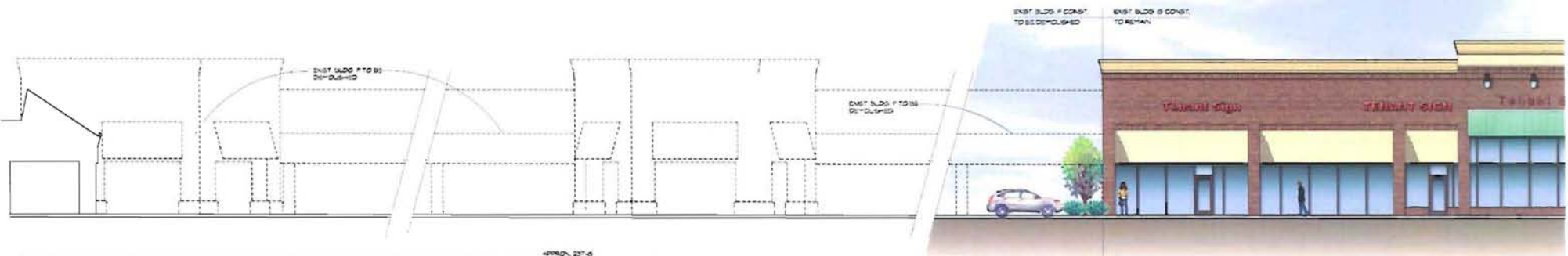
EXIST. STANDING BEAM METAL AWNING
 NEW BRICK FACADE CORNER
 NEW S.F.S. CORNICE
 RELOCATED DECORATIVE LIGHT FIXTURES
 EXIST. BLDG # TO BE DEMOLISHED
 NEW PREPAID METAL CORNICE
 NEW S.F.S. CORNICE
 EXIST. T.O.B. @ 8' STORMWATER V.I.P.
 EXIST. BLDG # TO BE DEMOLISHED
 NEW BRICK BOLDER COURSE
 NEW BRICK FACADE AND PORCH
 NEW GBRICK SAGE

PROPOSED WEST ELEVATION
 SCALE 1/8" = 1'-0"

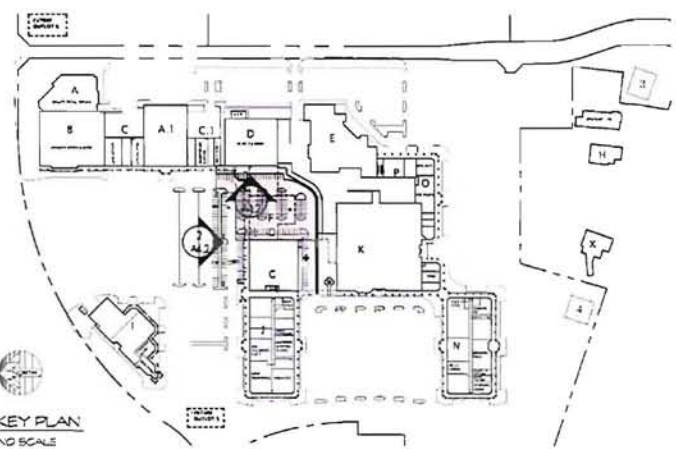
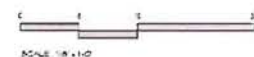


WEST ELEVATION MATERIALS

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK	100%	2,300 SF	54.0%
G-BRICK	25%	547 SF	13.2%
S.F.S.	25%	375 SF	9.0%
STANDING BEAM METAL AWNING	25%	242 SF	5.9%
TOTALS		3,865 SF	100.0%



EXISTING NORTH ELEVATION
 SCALE 1/8" = 1'-0"



KEY PLAN
 1/4" SCALE

GENERAL NOTES

- DOORS SHOWN FOR CONCEPT ONLY. FINAL LOCATIONS WILL BE REQUIRED PER TENANT LEASING REQUIREMENTS.
- TENANT SIGN AREAS SHOWN FOR CONCEPT ONLY. FINAL SIGNS AND LOCATIONS WILL BE DETERMINED BY EACH TENANT. SUBMITTAL OF APPROVALS ARE THE TENANT'S RESPONSIBILITY.

NOVI TOWN CENTER
 CONCEPTUAL ELEVATIONS

NOVI, MICHIGAN

OWNER:
 NOVI TOWN CENTER INVESTORS, LLC
 26132 Ingersol Drive
 Novi, Michigan 48375
 248/347-3830 Fax 248/347-3833



WAH YEE ASSOCIATES
 ARCHITECTS & PLANNERS
 3701 WEST 191ST AVE. SUITE 100
 FARMINGTON HILLS, MICHIGAN 48334
 PHONE 248/492-7140 FAX 483/2133

DATE:
 OWNER REVIEW
 PRELIMINARY SUBMITTAL
 APRIL 8, 2010
 PRELIMINARY SUBMITTAL
 APRIL 8, 2010
 OWNER REVIEW
 PRELIMINARY AND FINAL
 SUBMITTAL
 MAY 11, 2010
 PRELIMINARY AND FINAL
 SUBMITTAL
 MAY 18, 2010

A 4.2

CAD DWG 484441; SITE PLAN 0178; 5-19-10.DWG

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

June 14, 2010

Planning Review

Novi Town Center Bldg. F Demo

SP #10-26

Petitioner

Novi Town Center Investors, LLC

Review Type

Preliminary/Final Site Plan

Property Characteristics

- Site Location: 26132 Ingersol Drive
- Zoning: TC, Town Center
- Adjoining Zoning: North, South, East and West: TC
- Site Use(s): Novi Town Center
- Adjoining Uses: Various retail and restaurant uses bordering Novi Town Center
- Plan Date: 05-19-10

Project Summary

Novi Town Center is proposing to demolish Building F and construct a parking lot in its place. The applicant is also proposing to redesign the now exposed facade of Building G. The update includes the addition of 99 parking spaces and associated landscaping and pedestrian amenities.

Recommendation

Approval of the Preliminary/Final Site Plan is recommended. The plan will be scheduled for an upcoming Planning Commission meeting to be followed by an upcoming City Council meeting. Once City Council approves the required waiver, the applicant should make the appropriate corrections to the plan per this and the attached review letters and submit plans for Stamping Set approval.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 16 (Town Center District), Article 24 (Schedule of Regulations), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant and incorporated as part of the Stamping Set submittal.

1. South Parking Bay: The proposed parking bay of 10 spaces in the south portion of the demolition area could create future circulation problems as identified by

the City's traffic consultant in the pre-application comments for Building X.1. **The south parking bay should be removed.**

2. Parking adjacent to Building D: **Remove all parking adjacent to Building D sidewalk until such time as a Traffic Impact Study demonstrates that parking in that location will operate safely and effectively.**
3. Building E Loading Area: There does not appear to be sufficient screening for the loading area southeast of the demolition area. **The applicant should extend the proposed fence along the entire length of the landscape area and clearly show all existing loading and parking spaces surrounding Buildings E and K.**
4. Facade Review: **A Section 9 Façade Waiver is required.** Please see the attached façade review letter for additional information.
5. Barrier Free Spaces: The Novi Town Center as a whole requires 38 barrier free spaces, with at least six of those being van accessible. **The applicant should indicate the number of barrier free spaces as part of the parking calculations.**
6. Photometric Plan: The photometric plan is generally in compliance with the ordinance. **The applicant should indicate in the response letter whether the proposed Sun Valley fixtures will utilize a metal halide light.**

Stamping Set Approval

Once the applicant receives the appropriate approvals from the City Council and makes the appropriate corrections to the plan, Stamping Sets should be submitted. A letter responding to the comments in all review letters should be attached. Eight copies of the plan should be submitted to the Community Development Department for Stamping Set approval. Any changes to the plan required by the City Council should be incorporated into the Stamping Sets. The Stamping Sets must have original signatures and original seals.


Planning Review by Kristen Kapelanski, AICP
248-347-0586 or kkapelanski@cityofnovi.org

PLANNING REVIEW SUMMARY CHART

Project Name: Novi Town Center – Building F Demo SP10-26
Plan Date: 05-19-10

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Town Center Commercial	No change proposed.	Yes	
Zoning	TC, Town Center	No change proposed.	Yes	
Uses permitted (Section 1601)	Uses permitted: <ul style="list-style-type: none"> • B-1 & B-2 Uses • Office Uses • Public and Quasi-public • Indoor Recreation • Hotels • Outdoor Restaurants • Banks (Drive through not principle) • Residential Dwellings • Day Care Centers • Microbreweries & Brewpubs 	No information provided.	Yes	<u>The applicant should check with the Planning Division to confirm that each tenant's proposed use is permitted.</u>
Building Height (Sections 1602.2 & 2400)	5 stories and 65 feet	N/A	N/A	
Building Setbacks (Section 1602.4)	Front: 50' Side: 50' Rear: 50'	N/A	N/A	Setbacks may be reduced by City Council proving three conditions are met: (a) That a reduction in setback, or waiver of a setback altogether, will not

Item	Required	Proposed	Meets Requirements?	Comments
				impair the health, safety or general welfare of the City as related to the use of the premises or adjacent premise; (b) That waiver of the setback along a common parcel line between two premises would result in a more desirable relationship between a proposed building and an existing building; and (c) The adherence to a minimum required setback would result in the establishment of nonusable land area that could create maintenance problems.
Parking Setbacks (Sections 2400 & 1602.5)	Front: 20' Side: 20' Rear: 10'	Front: 20' + Side: 20' + Rear: 10' +	Yes	
Architecture / Pedestrian Orientation (Section 1602.7)	Proposed uses, through innovative architecture, shall create a significant pedestrian orientation in keeping with the intent and purpose of these districts. Architectural amenities shall include pedestrian walkways,	Benches, trash receptacles and bike rack proposed.	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
	<p>brick or other approved decorative paving, coordinated pedestrian scale lighting, benches, trash receptacles, small scale landscape treatments, and major architectural features at entranceways and focal points of the development (e.g., arch, gateway, bell tower, fountain).</p> <p>Architectural design and facade material are to be complimentary to existing or proposed buildings within the site and the surrounding area. It is not intended that contrasts in architectural design and use of facade materials is to be discouraged, but care shall be taken so that any such contrasts will not be so out of character with existing building designs and facade materials so as to create an adverse effect on the stability and value of the surrounding area.</p>			
Sidewalks	Direct pedestrian	Concrete sidewalks	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
(Sections 1602.11 and Master Plan for Land Use OV 11)	access shall be provided between all buildings and uses within a development and between a development and adjacent areas.	proposed.		
Development Amenities (Section 1602.14)	All sites shall provide development amenities in the form of exterior lighting, paved activity nodes, street/sidewalk furniture, safety paths, screening walls and planters in accordance with the Town Center Design and Development Study/Technical Reference which is made a part of this Ordinance.	Benches, trash receptacles and bike rack proposed.	Yes	
Signs (Sec. 2510)	Exterior Signage is not regulated by the Planning Division or Planning Commission.			<u>Please contact Jeannie Niland (248.735.5678).</u>
Exterior Lighting (Sec. 2511)	Photometric plan and exterior lighting details needed at final site plan.	Photometric plan included.	See lighting review chart.	
Parking (Section 2505)	Number of off-street spaces regulated by use in Section 2505.	Parking calculations provided on Sheet A2.1	Yes	Sufficient parking is provided for the entirety of the Novi Town Center as long as all parking is shared.
Parking Space	9' x 19' parking space	9' x 19' with 24'	Yes	Applicant should

Item	Required	Proposed	Meets Requirements?	Comments
Dimensions (Sec. 2506)	dimensions and 24' wide drives.	wide drive		remove the south parking bay (10 spaces) consistent with the comments from the Building X.1 pre-application meeting.
Barrier Free Spaces (Barrier Free Code)	38 spaces required for entire center.	Barrier free spaces not clearly identified.	Yes?	Applicant should include the number of barrier free spaces and call out van accessible spaces in the parking calculations.
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle (8' wide access aisle for van accessible)	Three new barrier free spaces proposed as part of new paving.	Yes	Applicant should include the number of barrier free spaces and call out van accessible spaces in the parking calculations.
Barrier Free Signs (Barrier Free Design Graphics Manual)	One barrier free sign is required per space.	Signs shown for three new barrier free spaces adjacent to Building G.	Yes	
Loading (Section 2507)	Unloading space shall be provided in the rear yard at a ratio of ten (10) square feet for each front foot of building.	N/A	Yes	
Loading Space Screening (Sec. 2302A.1)	In the TC District, view of loading and waiting areas must be shielded from rights of way and adjacent properties.	Landscaping proposed to screen existing service area along with 6' high screenwall.	No	Applicant should extend screenwall along entire length of landscape area to the southeast. Applicant should

Item	Required	Proposed	Meets Requirements?	Comments
				clearly show loading areas and existing parking spaces surrounding Buildings E and K.
Accessory Structure Setback-Dumpster (Sec. 2503)	Accessory structures should be setback a minimum of 10 feet from any building unless structurally attached to the building and setback the same as parking from all property lines; in addition, the structure must be in the rear or interior side yard.	No additional dumpsters proposed.	Yes	
Dumpster (Chap. 21, Sec. 21-145)	Screening of not less than 5 feet on 3 sides of dumpster required, interior bumpers or posts must also be shown. Enclosure to match building materials and be at least one foot taller than height of refuse bin.	No additional dumpsters proposed.	Yes	

Lighting Review Summary Chart
 Novi Town Center - Building F Demo
 SP 10-26

Item	Required	Meets Requirements?	Comments
Intent (Section 2511.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky	Yes	
Lighting plan (Section 2511.2.a.1)	Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures	Yes	
Lighting Plan (Section 2511.2.a.2)	Specifications for all proposed and existing lighting fixtures including: Photometric data Fixture height Mounting & design Glare control devices Type and color rendition of lamps Hours of operation Photometric plan	Yes	
Required conditions (Section 2511.3.a)	Height not to exceed maximum height of zoning district or 25 feet where adjacent to residential districts or uses.	Yes	
Required Notes (Section 2511.3.b)	<ul style="list-style-type: none"> - Electrical service to light fixtures shall be placed underground - No flashing light shall be permitted - Only necessary lighting for security purposes and limited 	Yes	

Item	Required	Meets Requirements?	Comments
	operations shall be permitted after a site's hours of operation.		
Required conditions (Section 2511.3.e)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1.	Yes	
Required conditions (Section 2511.3.f)	Use of true color rendering lamps such as metal halide is preferred over high and low pressure sodium lamps.	Yes	Applicant should indicate whether or not the proposed Sun Valley fixtures will utilize a metal halide light.
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> - Parking areas- 0.2 min - Loading and unloading areas- 0.4 min - Walkways- 0.2 min - Building entrances, frequent use- 1.0 min - Building entrances, infrequent use- 0.2 min 	Yes	
Maximum Illumination adjacent to Non-Residential (Section 2511.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Yes	
Cut off Angles (Section 2511.3.1(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	Yes	Proposed fixtures have been examined and approved and are consistent with the requirements of the Town Center Design Manual.

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

June 16, 2010

Engineering Review

Novi Town Center Building F
SP10-26

Petitioner

Novi Town Center Investors, LLC

Review Type

Final Site Plan

Property Characteristics

- Site Location: NW Corner of Grand River Avenue and Novi Road
- Site Size: 2.00 acres
- Plan Date: May 19, 2010

Project Summary

- Demolition of Building F and a revised parking layout. Demolition includes some water main and sanitary sewer and leads.
- Storm water would be collected by a single storm sewer collection system and pretreated prior to discharging from the site.

Recommendation

Approval of the Final Site Plan is recommended, with items to be addressed at Stamping Set submittal.

Comments:

The Final Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following exceptions, which can be addressed at Stamping Set submittal:

General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. Provide the City's standard detail sheets for storm sewer (1 Sheet-6/15/98) and paving (1 Sheet-12/15/00) at the time of the Stamping Set submittal.
3. All utilities shall be removed, cut and capped per City of Novi standards. Add a note to contact the City of Novi Water and Sewer Department a minimum of 72 hours prior to capping and removing any public utilities.
4. Add a note that compacted sand backfill shall be used to fill in the proposed utility removals under pavement.
5. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Department for review.
6. A pre construction meeting is required prior to any work beginning on the site. Add a note to the plan. To set up a pre construction meeting, contact Sarah Marchioni at: 248-347-0430.
7. Consider submitting a set of revised plans via email for review prior to submitting stamping sets to assure all comments have been addressed.

Storm Sewer

8. Relocated manhole 8 further south and west to maintain a minimum 10-foot horizontal clearance between the outside diameter of the manhole and the existing water main or gate well.
9. The profile is labeling the run between MH5 and CB6 as 24-inch RCP at 0.2% and the plan view is labeling it as 12-inch RCP at 0.33%. Please clarify on the plan. 12-inch storm sewer requires a minimum of 0.32% slope.
10. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
11. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

Storm Water Management Plan

12. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
13. Provide an access easement for maintenance over the pretreatment structure. Also, include an access easement to the pretreatment structure from the public road right-of-way.

Paving & Grading

14. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls comply with Michigan Barrier-Free regulations.
15. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.

16. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4-inches high, rather than the standard 6-inch height to be provided adjacent to 19-foot stalls. Provide additional details as appropriate and label all curbing heights on the plan.

The following must be submitted with the Stamping Set:

(Please note that all documents must be submitted together as a package with the Stamping Set submittal. Partial submittals will not be accepted).

17. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**
18. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds. This document is available on our website.

The following must be addressed prior to construction:

19. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application required). A grading permit fee in the amount of \$258.75 must be paid to the City Treasurer's Office.
20. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Ted Meadows at 248-844-5400 for more information.
21. Construction inspection fees in the amount of \$ 6,402.45 must be paid to the City Treasurer's Office.
22. A storm water performance guarantee in the amount of \$22,500.00 (equal to 150% of the cost required to complete the storm water management facilities) as specified in the Storm Water Management Ordinance must be posted at the Treasurer's Office.
23. A street sign financial guarantee in the amount of \$4,000 (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office. Signs must be installed in accordance with MMUTCD standards.
24. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.

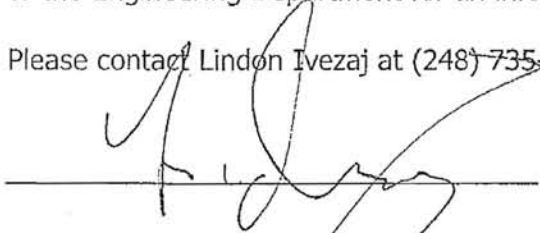
25. A permit for work within the right-of-way must be obtained from the City of Novi (work over public utilities). The application is available from the City Engineering Department or on the City website and may be filed once the Final Site Plan has been submitted. Please contact the Engineering Department at 248-347-0454 for further information. Only submit the cover sheet, standard details and plan sheets applicable to the permit.

The following must be addressed prior to issuance of a Temporary Certificate of Occupancy approval for the development:

26. The amount of the incomplete site work performance guarantee for this development at this time is \$96,612.00 (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
27. Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.
28. A letter of credit or cash in an amount of \$2,250 (10% of the cost of storm water facilities for projects of less than \$100,000, or 5% for the cost of projects over \$100,000) must be posted for the storm water facilities. This deposit will be held for one year after the date of completion of construction and final inspection of the storm water facilities.

Prior to preparing stamping sets, the Applicant is advised to provide any revised sheets directly to the Engineering Department for an informal review and approval.

Please contact Lindon Ivezaj at (248) 735-5694 with any questions.



cc: Ben Croy, Engineering
Brian Coburn, Engineering
Kristen Kapelanski, Community Development Department
Tina Glenn, Water & Sewer Dept.
Sheila Weber, Treasurer's
T. Meadows, B. Hanson, T. Reynolds; Spalding DeDecker

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

June 16, 2010

Final Landscape Review

Novi Town Center – Building F Demolition SP10-26

Property Characteristics

- Site Zoning: TC – Town Center
- Plan Date: 5/19/10

Recommendation

Approval of SP#10-26 Novi Town Center Building F Demolition is recommended. Due to the temporary nature of these improvements, the Applicant is asked to guarantee installation of the landscape materials within 30 days of the completion of demolition of the building. In the event that the demolition occurs in the winter season, the landscape improvements are to be installed no later than May 15, 2011. Please must address the further concerns listed below.

Ordinance Considerations

Adjacent to Residential – Buffer (Sec. 2509.3.a.)

1. The project site is not adjacent to residential properties.

Adjacent to Public Rights-of-Way – Berm (Wall) & Buffer (Sec. 2509.3.b.)

1. The project site is not adjacent to public right-of-way.

Street Tree Requirements (Sec. 2509.3.b.)

1. No street trees will be required.

Interior Parking Landscape (Sec. 2509.3.c.)

1. Required interior landscape island area has been provided.
2. Required parking lot canopy trees have been provided.

Building Foundation Landscape (Sec. 2509.3.d.)

1. A 4' wide landscape bed is required along all building foundations with the exception of access points. The Applicant has provided beds where feasible.
2. An area 8' wide multiplied by the length of building foundations is required as foundation landscape area. The Applicant has provided for this landscape area.

Loading Zone Screening (Sec. 1602.10.)

1. Proposed uses must maintain a significant pedestrian orientation in keeping with the intent of the TC district. The Applicant has proposed a linear walkway with landscaping along the southeast portion of the parking lot. **In order to meet the intent of the ordinance, a 6' tall screen fence should be installed along this walkway. The fence is necessary to screen the large loading zone located to the southeast. Staff recommends that the fence be constructed of wood.**

Plant List (LDM)

1. A Plant List has been provided as required.


Planting Details & Notations (LDM)

1. Planting notations have been provided as required.

Irrigation (Sec. 2509 3.f.(6)(b))

1. All landscape areas are required to be irrigated. The Applicant has indicated that the existing irrigation system will be modified to service the new plantings.

Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance. For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification. Also see the Woodland and Wetland review comments.



Reviewed by: David R. Beschke, RLA

FAÇADE REVIEW



Phone: (248) 880-6523
 E-Mail: drn@drnarchitects.com
 Web: drnarchitects.com

DRN & ASSOCIATES, ARCHITECTS, PC

50850 Applebrooke Dr., Northville, MI 48167



June 16, 2010

City of Novi Planning Department
 45175 W. 10 Mile Rd.
 Novi, MI 48375-3024

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE
 Novi Town Center Bldg. F DEMO - Final Site Plan Review, SP# 10-26
 Façade Region: 1, Zoning District: TC, OS-C

Dear Ms. McBeth:

The following is the Façade Review for Final Site Plan for the above referenced project based on the drawings prepared by Yah Yee Associates, Architects, dated May 19, 2010. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the bottom row. Materials that are in non-compliance with the Façade Schedule are highlighted in bold.

	East	West (N/A)	South (N/A)	North (N/A)	Ordinance Maximum (Minimum)
BRICK	64%	N/A	N/A	N/A	100% (30%)
EIFS	20%	N/A	N/A	N/A	25%
STANDING SEAM METAL (AWNINGS)	16%	N/A	N/A	N/A	25% (Note 3)

Comments:

As shown above the proposed materials are in full compliance with the Façade chart, with the exception of Section 2520, Footnote 3, which states that Standing Seam Metal must be "100 percent copper or copper bearing paint in the TC and TC-1 districts."

With respect to the use of non-copper colored standing seam metal awnings, the proposed design is consistent with other recent facade upgrades for which the Planning Commission has previously granted Section 9 waivers for the use of green, blue and black standing seam metal. The proposed design is in full compliance with Section 1602.9 of the Ordinance which requires that materials used in the TC and TC-1 districts be "primarily brick or stone".

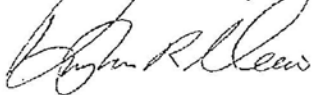
This project consists of the demolition of a section of building exposing an interior portion of that building as an exterior facade. It is noted that the opposite facade similarly exposed by the same demolition will be treated as a separate application (Building X.1). It is also noted that in the off-chance that the Walmart building is not constructed, the north elevations of building's "E" and "K" will become highly visible as a result of this demolition. The site plan currently indicates a "landscape area with Hicks Yews 6' tall to screen service area", along the south edge of the service road. This is appropriate as a temporary measure but would not be adequate as permanent screening of the adjacent buildings. In the event that the Walmart is not completed, it is recommended that a more extensive landscaped buffer be installed between the service road and the adjacent buildings "E" and "K", cornices, brick veneer, or other decorative features be added to the visible portions of buildings "E" and "K", or a creative combination of these methods be used. When any uncertainty regarding the timeframe for the construction of the Walmart is eliminated, the aforementioned additional screening measures would no longer be required.

Recommendation: The application is in full compliance with Sections 2520 and 1602.9, and the use of non-copper colored standing seam metal is consistent with the Section 9 Waiver previously granted by the Planning Commission on this project. This application therefore qualifies for administrative approval as described in section 2520.9 of the ordinance, provided that the eligibility requirements of Section 2516.c are met. This recommendation is contingent upon the applicant clarifying the method of screening and/or enhancing the north facades of building's "E" and "K" with respect to the timeframe for construction of the Walmart building.

Notes to the Applicant:

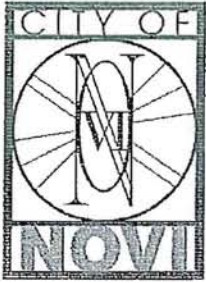
1. Inspections - The City of Novi requires Façade Inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. This should occur immediately after the materials are delivered. Materials must be approved before installation on the building. Please contact the Novi Building Department's Automated Inspection Hotline at (248) 347-0480 to request the Façade inspection.

Sincerely,
DRN & Associates, Architects PC



Douglas R. Necci, AIA

FIRE REVIEW



June 9, 2010

TO: Barbara McBeth, Deputy Director of Community Development, City of Novi

RE: Novi Town Center, Bldg F, Demo

SP#: 10-26, Final Site Plan

CITY COUNCIL

Mayor
David B. Landry

Mayor Pro Tem
Bob Gatt

Terry K. Margolis

Andrew Mutch

Kathy Crawford

Dave Staudt

Justin Fischer

City Manager
Clay J. Pearson

Director of Public Safety
David Molloy

Director of Fire and EMS
Jeffrey Johnson

Project Description:

This submittal is to demolish the 26,280 S.F. building identified as Bldg. 'F' and to replace it with a parking lot. This demolition is part of an overall transformation of this retail center.

Comments:

This is only one portion of the overall transformation of this center that has not been completely designed and approved by the city.

Recommendation:

As submitted, this phase is recommended for approval. There may be other requirements in the area of this project that are tied to future submittals and will be addressed at the time of those submittals.

Sincerely,

Michael W. Evans
Fire Marshal

cc: file

Novi Fire Department
42975 Grand River Ave.
Novi, Michigan 48375
248.349-2162
248.349-1724 fax

cityofnovi.org

APPLICANT'S RESPONSE LETTER



Wah Yee Associates
Architects & Planners
Since 1961

June 18, 2010

Ms. Barbara McBeth
Deputy Director of Community Dev.
City of Novi
45175 W. Ten Mile Road
Novi, MI 48375

RE: Novi Town Center Building F Demolition, SP #10-26
Preliminary & Final Site Plan Submittal Novi, MI

Dear Ms. McBeth:

The following comments are in response to your Planning Review Letter, dated June 14, 2010.

- Item No. 4: The Section 9 waiver will be requested for the metal awning color, as has been requested and granted on previous Phases of the Shopping Center upgrades and remodeling.
- Item No. 6: The lamp type for the Sun Valley light fixture will be a 70-watt metal halide as specified on Sheet SE0.2 of the Site Plan Submittal.

The following comments are in response to your Facade Review Letter, dated June 16, 2010.

- The Section 9 waiver will be requested for the metal awning color, as has been requested and granted on previous Phases of the Shopping Center upgrades and remodeling.
- The screening of the newly exposed service court for Building "E" and "K" will be discussed and resolved at the June 23rd Planning Commission Meeting.

Sincerely,

WAH YEE ASSOCIATES

MATT NILES
SENIOR PROJECT DESIGNER

P:\4466\Office\4466_RevLetter_6-18-10.doc

37911 West Twelve Mile Road
Farmington Hills, MI 48331
(248) 489-9160 FAX: (248) 489- 0133
E-Mail: wya@wahyeeassoc.com





June 18, 2010

Ms. Kristen Kapelanski
Community Development
City of Novi
45175 W. Ten Mile Road
Novi, MI 48375

RE: Novi Town Center Building F Demolition, SP #10-26
Preliminary & Final Site Plan Submittal Novi, MI

Ms. Kapelanski:

We have reviewed the City of Novi's preliminary/final site plan review comments, dated June 14, 2010. We offer the following responses to each item. The plans will be revised accordingly for the pending stamping set submittal.

Planning Comments:

- 1 and 2. We will work with the City's staff and traffic consultants to address these concerns. It is requested that the proposed Traffic Impact Study be completed and its results utilized in determining the best design for this area.
3. We will discuss and come to a resolution regarding the requirement of extending the 6 ft. tall wooden fence to run the entire length of the adjacent loading area during the Planning Commission Meeting. We will revise the plans to indicate the load areas and existing parking associated with buildings E and K.
4. See Architectural response.
5. The Parking Calculations are included on Sheet C0.1, we will revise these to include van accessible barrier free spaces.
6. See Architectural response.

Façade Comments:

See Architectural response.

Engineering Comments:

1. General Notes Number 1 on Sheet C1.1 states that all work is to conform with the City of Novi's Standards and Specifications.
2. The City's Standard Details will be included in the Stamping Set Submittal.



3. A note will be added that all utilities that are to be demolished will be removed, cut and capped per City of Novi standards. We will also add a note requiring the Contractor to contact City of Novi Water and Sewer Department 72 hours prior to any utility demolition.
4. Utility Notes Number 3 on Sheet C1.1 states that all backfill under pavement is to be compacted sand backfill. We also indicate this on the sewer profiles on C6.1
5. General Notes Number 20 on Sheet C1.1 states that any dewatering plans must be submitted to the City of Novi.
6. A note will be added requiring a Pre-construction Meeting with the City.
7. We will resubmit a revised set of plans via email prior to our stamping set submittal.
8. We will revise the location of Manhole 8 to maintain 10 ft. horizontal clearance with the water facility.
9. The profile label includes an error, we will revise this to show that it is indeed a 12" RCP with 0.32% slope, per City Standards.
10. We will indicate the 10 yr HGL in our storm profiles.
11. We will provide a casting schedule for all structures.
12. The Storm Water Management Plan has been developed per the Storm Water Ordinance and the New Engineering Design Manual.
13. Pretreatment Storm and Access Easements will be provided.
14. All sidewalk, ramp and barrier free routes and parking stalls meet the ADAAG and the Michigan Barrier Free Regulations.
15. Top of Curb / Top of walk grades will be added.
16. All curbs adjacent to head in parking are 4" curb, plans will be revised as per above comment.
17. A letter will be prepared and submitted with the revised plans outlining all changes. A statement will be included that all changes to the plans have been identified in said letter.
18. Storm Drainage Facility Maintenance Agreement will be prepared and recorded following City Council approval.
- 19-28. All fees, guarantees and permits will be submitted and paid for prior to construction.



Landscape Comments:

Recommendation: A note will be added to the Landscape Plan stating that all landscaping is to be completed within 30 days of completing the proposed concrete curb and asphalt base course, or by May 15, 2010 if work is completed during the winter.

Loading Zone Screening: We will discuss and come to a resolution regarding the requirement of extending the 6 ft. tall wooden fence to run the entire length of the adjacent loading area during the Planning Commission Meeting.

We appreciate your comments and if there is any additional information we can provide please contact me.

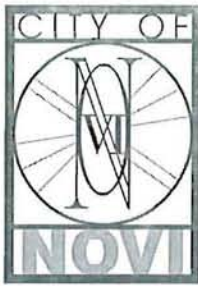
Respectfully,

Giffels-Webster Engineers, Inc.

A handwritten signature in black ink, appearing to read 'Michael W. Marks', written in a cursive style.

Michael W. Marks, P.E.
Project Manager

**PLANNING COMMISSION ACTION SUMMARY
JUNE 23, 2010 - EXCERPT**



cityofnovi.org

PLANNING COMMISSION ACTION SUMMARY

CITY OF NOVI
Regular Meeting

Wednesday, June 23, 2010 | 7 PM

Council Chambers | Novi Civic Center | 45175 W. Ten Mile
(248) 347-0475

CALL TO ORDER

The meeting was called to order at or about 7:00 PM.

ROLL CALL

Present: Member Baratta, Member Cassis, Member Gutman, Member Lynch, Chair Pehrson, Member Prince

Absent: Member Greco (excused), Member Larson (excused), Member Meyer (excused)

Also Present: Barbara McBeth, Deputy Director of Community Development; Kristen Kapelanski, Planner; Mark Spencer, Planner; David Beschke, Landscape Architect; Lindon Ivezaj, Engineer; Kristin Kolb, City Attorney; Rod Arroyo, Traffic Consultant; John Freeland, Environmental Consultant; Doug Necci, Façade Consultant

APPROVAL OF AGENDA

A motion to approve the June 23, 2010 Agenda. *Motion carried 6-0.*

MATTERS FOR CONSIDERATION

1. NOVI TOWN CENTER BUILDING F DEMO SP10-26

Consideration of the request of Novi Town Investors, LLC, for a recommendation to City Council for Preliminary Site Plan approval and a Section 9 Façade Waiver. The subject property is located east of Novi Road, north of Grand River Avenue, in the TC, Town Center District. The applicant is proposing to demolish portions of Building F and construct a parking lot and associated landscaping in its place.

In the matter of Novi Town Center Building F Demo, SP10-26, motion to recommend approval to City Council for the Preliminary Site Plan subject to the following: a.) Section 9 Façade Waiver for the use of non-copper colored standing seam metal in the Town Center District; b) Applicant installing additional landscaping and/or adding decorative features to the visible portions of Buildings E and K in the event this area remains permanently exposed; c) Applicant providing a six foot screen fence along the entire length of the linear walkway along the southeastern portion of the site; d) Applicant eliminating the parking adjacent to the Building D sidewalk if warranted by the Traffic Impact Study; e) Applicant installing the proposed landscaping along the linear walkway along the southeastern portion of the site within thirty days of completion of demolition of the building if weather conditions allow and otherwise no later than May 15th as noted in the Landscape Review Letter; and f) The conditions and items in the staff and consultant review letters being addressed on the Stamping Set submittal for the reason that it is otherwise in compliance with Article 25 and Article 16 of the Zoning Ordinance and all other applicable provisions of the Ordinance; The proposed façade is consistent with the overall Town Center development and will generally enhance the visual quality of the project; The color selections are carefully coordinated and will harmonize with both new and existing materials; and The use of the selected façade materials and material combinations will not detract from the future development of buildings with façades of brick and stone. *Motion carried 6-0.*