



CITY of NOVI CITY COUNCIL

Agenda Item 2
July 23, 2012

SUBJECT: Approval of the request of Blair Bowman for Preliminary Site Plan and Stormwater Management Plan approval for a Ride and Drive Automotive Research Lot, SP12-29. The subject property is located at 26925 Taft Road, west of Taft Road and south of I-96 in the OST, Planned Office Service Technology District with the EXO, Exposition Overlay. The subject property is approximately 6.63 acres and the applicant is proposing to utilize the property as an automotive research lot for vehicle testing and as overflow parking space for the existing Suburban Collection Showplace.

SUBMITTING DEPARTMENT: Community Development Department - Planning

CITY MANAGER APPROVAL:

BACKGROUND INFORMATION:

The applicant is proposing to utilize the vacant parcel adjacent to the Suburban Collection Showplace as primarily a Ride and Drive Automotive Research Lot to test vehicle capabilities in a variety of situations. Features on the proposed paved area include a flat paved area with no interior parking lot islands or light poles to allow for the greatest flexibility in "test course design," a straight-away, rumble strips and permanent tent tie-downs. An off-road test path has also been proposed around the proposed stormwater basin. The research lot is intended to be used for vehicle testing 18-24 times per year with increasing usage in time. The existing building will remain on the site and will be used to inspect cars that have been tested in the automotive research lot.

The applicant intends to use the paved area as a parking area for overflow parking from the adjacent Suburban Collection Showplace when the automotive testing is not taking place on the lot. A striping plan has been submitted but the applicant has indicated the automotive research users have requested the area either remain un-striped or that it be striped in a muted color. A landscape plan was not submitted for review since the applicant is not proposing any landscaping in or around the parking lot, other than the existing trees around the area that will remain. The applicant provided a portion of ordinance required landscaping calculations at staff's request following the Planning Commission's review of the site plan.

Staff and Consultant Review Comments

The planning review letter recommends approval of the proposed plan noting a variance from the Zoning Board of Appeals or property combination is required to address the parking setback deficiency in the southern yard. Additionally, the applicant has proposed striped end islands in lieu of curbed landscaped islands throughout the paved area. Per Section 2506.13 of the Zoning Ordinance, striped end islands are permitted with a City Council waiver where internal traffic circulation is forecast to be low or where raised islands would not be appropriate. Additional items to be addressed on the next plan submittal are also included in the favorable recommendation.

The engineering review letter recommends approval of the preliminary site plan and stormwater management plan. There are several items to be addressed on the final site plan submittal. The applicant has indicated the parking lot striping for the overflow parking use is intended to be a muted color. This would require an administrative variance from the Engineering Division to allow parking lot striping in colors other than those meeting MMUTCD standards. The applicant has submitted the required application (attached) detailing the requested striping waiver and the Engineering Division has provided a letter granting the administrative waiver request for a muted pavement striping color (attached) given the fact that the "overflow parking...would be an occasional, secondary use" and subject to the applicant submitting the final striping color choice to the Engineering Division for final review and approval.

The traffic review letter recommends approval. The applicant will be required to provide striped or curbed end islands around the seven permanent parking spaces near the existing building on the automotive research lot layout plan. Public access to the automotive research lot via the adjacent Suburban Collection Showplace lot should be prohibited when the paved area is not being used as an overflow parking area. Staff has requested additional plans and information as required under the ordinance to be submitted prior to Stamping Set approval.

The landscape review letter does not recommend approval of the plan. The applicant is proposing very minimal amounts of new landscape area on the site and several waivers from the landscape ordinance standards would be required. At the time of preliminary site plan submittal, the applicant had not quantified or listed the landscape waivers being sought and had not provided justification for the needed waivers. The applicant has since submitted documentation specifically listing a portion of the landscape waivers requested and highlighting existing on-site landscaping. Staff has completed an updated review based on this recent submission and is now prepared to recommend the following.

Updated staff comments recommend approval of waivers for the following:

- The lack of the required 3 foot tall berm adjacent to the I-96 right-of-way due to the existing grades along this frontage;
- The lack of right-of-way greenbelt plantings provided the existing vegetation and grades are permanently maintained; and
- The lack of perimeter parking lot canopy trees provided the existing vegetation is permanently maintained.

Staff recommends the applicant provide sufficient additional landscaping on site in order to meet the following ordinance requirements on the next submittal of plans:

- Additional landscaping provided on site to meet the required interior parking lot landscape standards, including:
 - Interior parking lot islands (approximately 17 islands required, none provided);
 - Interior parking lot canopy trees (34 required, none provided);
 - Interior parking lot landscape area (approximately 10,000 square feet required, none provided);
- An additional 184 square feet of building foundation landscaping to compensate for the shortage of landscape area around the existing building (1,992 square feet required, 1,808 square feet provided);
- Addition of plantings to meet ordinance standards along the storm basin rim (75% coverage required, non provided); and
- The applicant providing a landscape plan with a plant list and planting details for all proposed landscaping and an irrigation plan with the next submittal.

The wetland and fire reviews both recommend approval with items to be addressed on the next plan submittal.

Site plans in the EXO District require the approval of the City Council after the Planning Commission's review and recommendation. The Planning Commission reviewed the proposed project on July 11th and recommended approval of the Preliminary Site Plan and Stormwater Management Plan. Relevant meeting minutes are attached.

RECOMMENDED ACTION:

Approval of the request of Blair Bowman for Preliminary Site Plan and Stormwater Management Plan approval for a Ride and Drive Automotive Research Lot SP12-29, subject to the following:

- a. The applicant addressing the deficient southern yard parking setback with a Zoning Board of Appeals variance or property combination;
- b. The applicant receiving an administrative variance for an alternate striping color provided the applicant submits the final striping color choice to the Engineering Division for final review and approval;
- c. City Council waiver for the use of striped end islands in lieu of curbed islands;
- d. The applicant providing striped end islands around the permanent parking area near the existing building on the automotive research lot layout plan;
- e. The applicant prohibiting public access to the automotive research lot when the overflow parking is not in use by providing gates across the access drives connecting the subject property to the existing Suburban Collection Showplace or other suitable access prevention measures;
- f. City Council waiver for the lack of a 3 foot berm along the I-96 right-of-way due to the existing grades;
- g. City Council waiver for the lack of right-of-way greenbelt plantings provided the existing grades and vegetation will permanently remain;
- h. City Council waiver of the parking lot islands, canopy trees, and interior parking lot landscaping as noted in the motion sheet, with the applicant providing equivalent landscaping elsewhere on-site as shown on the next submittal of plans.
- i. City Council waiver for the lack of perimeter parking lot canopy trees provided the existing vegetation will permanently remain as shown on the submitted plans;
- j. Applicant providing the additional 184 square feet of required building foundation landscaping including a mix of shrub and perennial species;
- k. Applicant providing the required storm basin rim plantings;
- l. Applicant providing a plan sheet detailing all proposed and existing plantings, plant list, planting details and irrigation plan; and
- m. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan submittal.

This motion is made because the plan is otherwise in compliance with Article 10A, Article 24 and Article 25 of the Zoning Ordinance and Chapters 11 and 12 of the Code of Ordinances, and all other applicable provisions of the Zoning Ordinance.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

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

MAPS
Location/Air Photo
Zoning
Future Land Use
Natural Features


Ride and Drive Automotive Research Lot SP12-29

Location



Map Author: Kristen Kapelanski
Date: 07/03/12
Project: Ride and Drive SP12-29
Version #: 1.0

Map Legend

 Subject Property



City of Novi

Planning Division
Community Development
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

MAP INTERPRETATION NOTICE

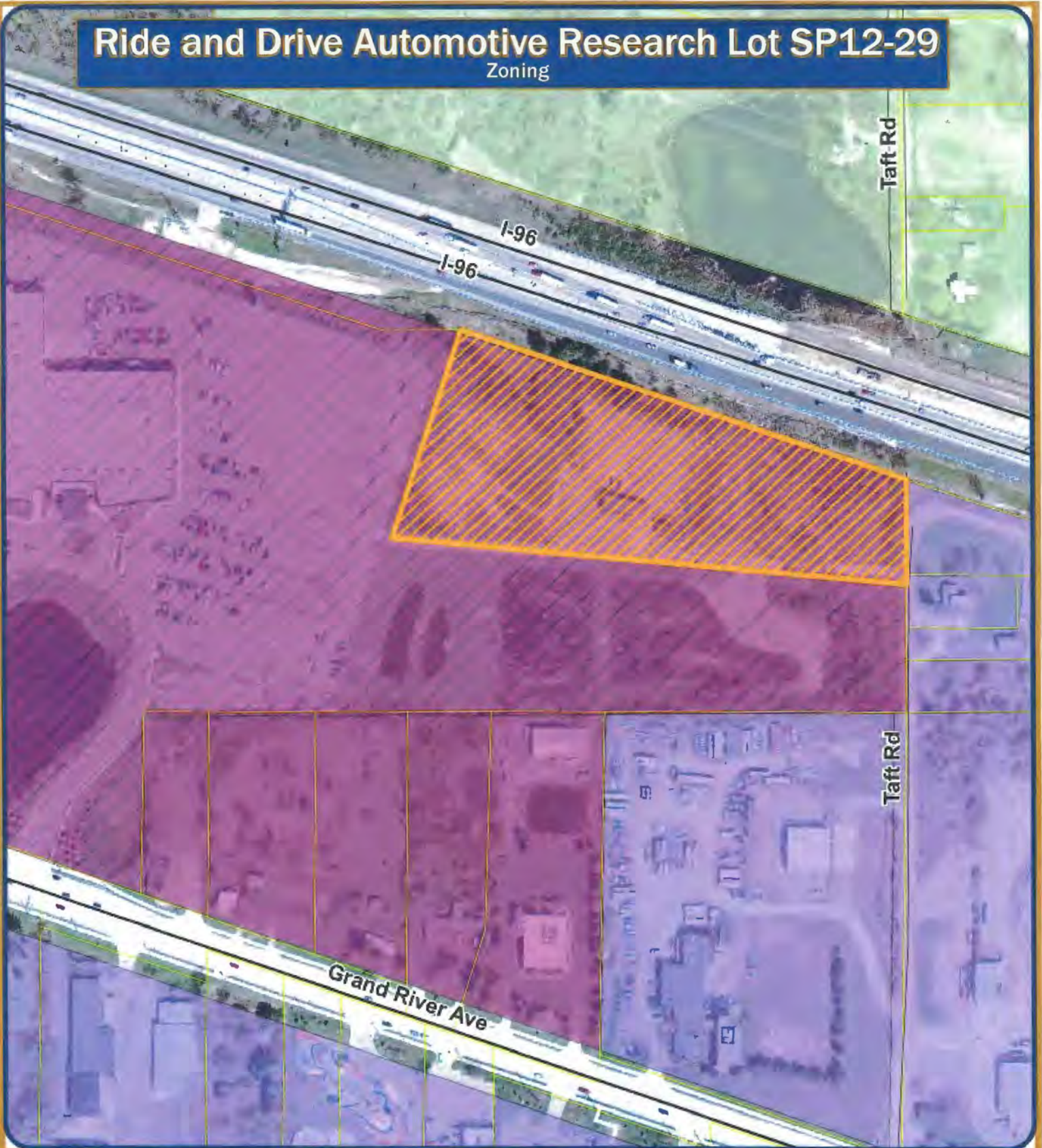
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1 inch = 250 feet






Ride and Drive Automotive Research Lot SP12-29

Zoning



Map Author: Kristen Kapelanski
 Date: 07/03/12
 Project: Ride and Drive SP12-29
 Version #: 1.0

Map Legend

-  Subject Property
-  R-A: Residential Acreage
-  EXO: OST District with EXO Overlay
-  I-1: Light Industrial District
-  OST: Office Service Technology



City of Novi

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 Novi, MI 48375
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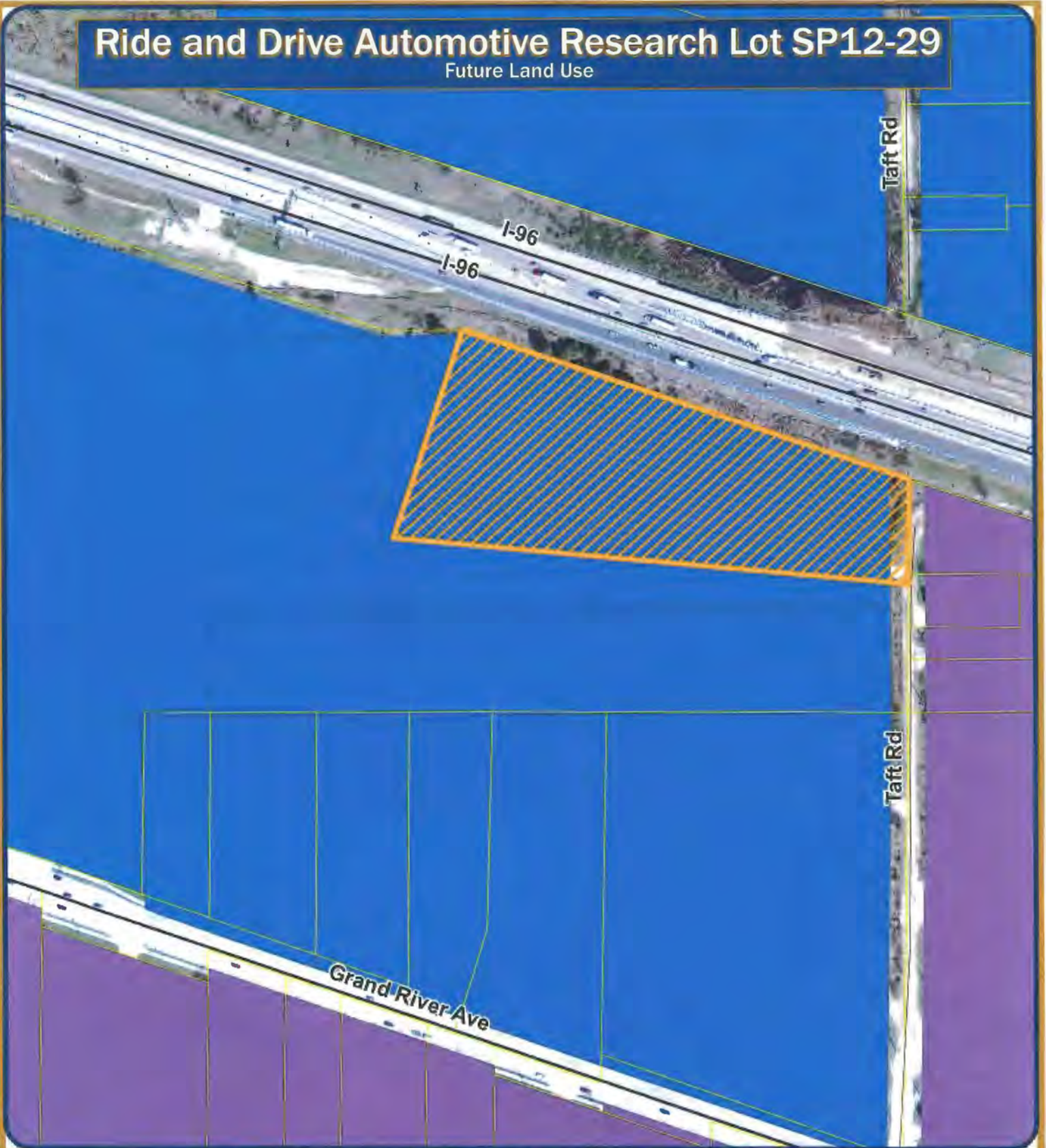
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Ride and Drive Automotive Research Lot SP12-29

Future Land Use



Map Author: Kristen Kapelanski
Date: 07/03/12
Project: Ride and Drive SP12-29
Version #: 1.0

Map Legend

-  Subject Property
-  Office RD Tech
-  Industrial RD Tech



City of Novi

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Ride and Drive Automotive Research Lot SP12-29

Natural Features



Map Author: Kristen Kapelanski
 Date: 07/03/12
 Project: Ride and Drive SP12-29
 Version #: 1.0

Map Legend

-  Subject Property
-  Wetlands
-  Woodlands



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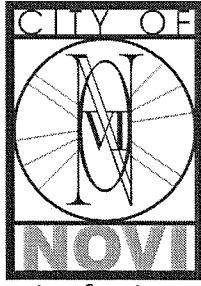
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1 inch = 250 feet

SITE PLAN

**PLANNING COMMISSION DRAFT MEETING MINUTES
EXCERPT July 11, 2012**



cityofnovi.org

PLANNING COMMISSION MINUTES

Draft

CITY OF NOVI

Regular Meeting

July 11, 2012 7:00 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 Greco, Member Gutman, Member Lynch (arrived at 7:01), Chair Pehrson, Member Prince, Member Zuchlewski

Absent: Member Anthony (excused)

Also Present: Barbara McBeth, Deputy Director of Community Development; Kristen Kapelanski, Planner; Tom Schultz, City Attorney; Sarah Fleming, Planner; David Beschke, Landscape Architect; Adam Wayne, Staff Engineer.

PLEDGE OF ALLEGIANCE

Member Zuchlewski led the meeting attendees in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Gutman, seconded by Member Greco:

VOICE VOTE ON THE AGENDA APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER GRECO:

Motion to approve the July 11, 2012 Planning Commission Agenda. Motion carried 6-0.

MATTERS FOR CONSIDERATION

1. RIDE AND DRIVE AUTOMOTIVE RESEARCH LOT, SP12-29

Consideration of the request of Blair Bowman for recommendation to the City Council for Preliminary Site Plan and Stormwater Management Plan approval. The subject property is located in Section 16, at 26925 Taft Road at the southwest corner of Taft Road and I-96, in the OST, Office Service Technology District with the EXO, Exposition Overlay. The subject property is approximately 6.63 acres and the applicant is proposing to utilize the subject property as an automotive research lot for vehicle testing and as overflow parking space for the existing Suburban Collection Showplace.

Planner Kapelanski said the site is located east of the existing Suburban Collection showplace property on the west side of Taft Road. The applicant is proposing to utilize the adjacent parcel primarily as a Ride and Drive Automotive Research Lot. It is surrounded by regulated wetlands to the south, the existing Suburban Collection Showplace to the west, I-96 to the north and Taft Road to the east. The zoning of the property is EXO, Exposition Overlay District. Zoning in the surrounding area is EXO, OST and I-1. The property is master planned for Office, Research and Development and Technology uses, as are most surrounding properties. Features of the site include a flat paved area with no interior obstructions, a straight-away, rumble strips and permanent tent tie downs. An off-road test path has been proposed surrounding the stormwater basin. The existing building will remain on the site and used to inspect cars tested in the surrounding lot. The paved area will be used as an overflow parking space for the Suburban Collection Showplace when it is not being used for automotive testing.

The planning review recommends approval of the Preliminary Site Plan noting that a Zoning Board of Appeals variance or property combination will be required to address the deficient parking setback in the southern yard. It is also noted that plans in the EXO District require the approval of the City Council after a recommendation from the Planning Commission. Additional items can be addressed on the next plan

submittal. The engineering review recommends approval noting that the applicant has noted the pavement striping should be in a muted color to avoid interfering with the ride and drive operations. This would require an administrative variance. The applicant must apply for this variance prior to the City Council meeting. A City Council waiver would be required for the use of striped end islands in lieu of curbed landscaped islands. The applicant has not applied for this variance and must apply prior to the City Council meeting. Additional items can be addressed on the next plan submittal. The traffic review notes the applicant should provide end islands around the proposed permanent parking spaces associated with the ride and drive use or seek a variance from the Zoning Board of Appeals. Public access to the area should be prohibited when it is not being used as an overflow parking area. Additional items to be addressed on the next plan submittal are included in the review letter.

Planner Kapelanski concluded stating the landscape review does not recommend approval. Several landscape waivers have been requested for the lack of interior, perimeter and building foundation landscaping and the applicant has not provided any landscaping on the site. Additionally, no landscape plan detailing the requested waivers has been submitted. The applicant must submit a plan detailing the requested waivers and identifying any existing landscaping on the site prior to the City Council meeting along with justification for each requested waiver. The wetland and fire reviews both recommended approval with items to be addressed on the next plan submittal.

Blair Bowman came forward and said the Suburban Collection Showplace recently started an active ride and drive program in the east lot and is seeing a reasonable return on this type of business and the use has been increasing in the last 18 months. The biggest downside to using the existing east lot is the facts that it was sloped, graded and planted to allow for drainage of water, but in terms of a ride and drive use, those slopes and obstacles, such as parking lot islands, are not conducive to a ride and drive operation.

There are three primary groups that do this type of business in the area and two of them use the site considerably. The important thing in constructing these types of facilities is that the area be as flat as it can possibly be with no obstructions and the ability to have water discharged onto normal pavement in order to do traction testing and breaking control. No striping would be preferred but understanding that if it will be used for overflow parking striping would be required. In order to allow for the ride and drive, a muted color would be best.

Mr. Bowman continued stating as long of a straight-away as is possible is preferred in order to test acceleration and performance along with limited areas of vibration testing with some series of rumble strips installed. There is an existing building on the site that just happens to have a drive-through door that users could use to bring the vehicles in and look them over and bring in a temporary lift if needed to raise up the vehicles to examine them. In dealing with one of the major manufacturers of off-road vehicles who are going to be launching a vehicle in the near future, to have the ability to have an off-road experience was a very big plus. Lastly, providing tent tie-downs would also facilitate the operation of the ride and drive. This is a business that fits perfectly in the schedule of the existing Suburban Collection Showplace because it's mid-week and it's not intense as far as the amount of space needed inside the Showplace. About 18 to 24 users would be expected within a year.

One major areas of concern are the landscape waivers. Key waivers are of course the end islands, which are proposed to be striped instead of landscaped, and the perimeter landscaping requirements. There is currently a 43 foot green space between the existing lot and the ride and drive lot and greenspace all along the north property line and this existing vegetation should be shown to meet the perimeter landscape requirements once it is quantified.

Mr. Bowman concluded noting the only other component to be worked out is site lighting. Temporary lighting seem like a solution but it was indicated that that would require a Zoning Board of Appeals

variance and if this is going to be accomplished in a timely fashion then that would not be practicable.

Member Greco said it seems like a great idea for a piece of property that's landlocked and next to a freeway. Landscaping waivers will be up to the applicant to present to the City Council. With respect to the view, this is a non-noticeable property. With respect to the parking and the striping, if the area will be used for overflow parking striping should be provided but Member Greco wouldn't have any objection to an alternate striping color.

Member Lynch asked if there will be high speed handling.

Mr. Bowman said the users will get up to high speeds and make their turning movements but it's done under very strict guidelines.

Member Lynch asked if the users will be foreign OEM's.

Blair Bowman answered there are a number of different groups that have performed these types of things. Many of them are OEM's, but most of the time they contract through three different organizations in the area that conduct these on behalf of them. They definitely do get up to speed and make turns.

Member Lynch asked if these would be production or prototype vehicles.

Mr. Bowman said many times these vehicles have already been introduced. In the case of the Malibu for example, they were just bringing in all the dealers and indicating and introducing them to all the special features and educating them onsite.

Member Lynch said he hopes the applicant realizes how potentially dangerous this could be. People don't think that anything could actually happen and that's why the OEM's have their facilities and have strict safety practices. Member Lynch asked if the site access could be restricted in terms of public access in the case of an emergency.

Mr. Bowman said these are operated under very strict guidelines, not only the facility's guidelines, but self-imposed guidelines and training sessions. Mr. Bowman confirmed site access can be restricted via the Taft Road gate and barriers provided at the access aisles.

Member Lynch said this is a good use of the property and he is going to rely on Mr. Beschke and Mr. Bowman to work out the landscaping issues.

Blair Bowman said it is primarily used for the very benign introduction and education components but they definitely go to high speeds and do crazy tricks but in a controlled environment. That's why they want this in an open area; they don't want obstructions that could cause accidents.

Moved by Member Gutman, seconded by Member Lynch:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:

In the matter of Ride and Drive Automotive Research Lot, SP 12-29, motion to recommend approval of the Preliminary Site Plan, subject to the following:

- a. The applicant addressing the deficient southern yard parking setback with a Zoning Board of Appeals variance or property combination;**
- b. The applicant providing pavement markings per MMUTCD standards or receiving an administrative variance for an alternate striping color;**

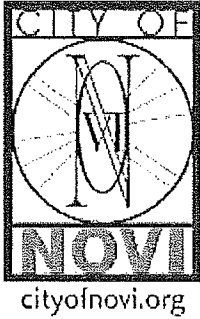
- c. City Council wavier for the use of striped end islands in lieu of curbed landscaped islands;
- d. The applicant providing striped end islands around the permanent parking area on the automotive research lot layout plan;
- e. The applicant prohibiting public access to the automotive research lot when the overflow parking is not in use by providing gates across the access drives connecting the subject property to the existing Suburban Collection Showplace or other suitable access prevention measures;
- f. City Council waiver for the lack of a 3 foot berm along the I-96 right-of-way –OR- the applicant providing the required berm;
- g. City Council waiver for the lack of right-of-way greenbelt plantings –OR- the applicant providing the required right-of-way plantings;
- h. City Council waiver for the lack of interior landscape area –OR- the applicant providing the interior landscape area;
- i. City Council waiver for the lack of parking lot canopy trees –OR- the applicant providing the required canopy trees;
- j. City Council waiver for the lack of perimeter parking lot canopy trees –OR- the applicant providing the required canopy trees;
- k. City Council waiver for the lack of building foundation landscaping –OR- the applicant providing the required foundation landscaping
- l. City Council waiver for the lack of building foundation landscape area –OR- the applicant providing the required foundation landscape area; and
- m. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan submittal because the plan is otherwise in compliance with Article 10A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.
Motion carried 6-0.

Moved by Member Gutman, seconded by Member Lynch:

ROLL CALL VOTE ON MOTION RECOMMENDING APPROVAL TO THE CITY COUNCIL MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:

In the matter of Ride and Drive Automotive Research lot, SP 12-29, motion to recommend approval of Stormwater Management Plan, subject to the conditions and items listed in the staff and consultant review letters being addressed on the next plan submittal because it is otherwise in compliance with Chapters 11 and 12 of the Code of Ordinance and all other applicable provisions of the Ordinance.
Motion carried 6-0.

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

July 2, 2012

Planning Review

Ride and Drive Automotive Research Lot
At Suburban Collection Showplace
SP#12-29

Petitioner

Blair Bowman

Review Type

Preliminary Site Plan Review

Property Characteristics

- Site Location: 26925 Taft Road at the southwest corner of Taft Road and I-96 (Section 16)
- Site Zoning: OST, Office Service Technology District with EXO Overlay
- Adjoining Zoning: North (across I-96): RA, Residential Acreage; South and West: OST with EXO Overlay; East (across Taft Road): I-1, Light Industrial
- Site Use(s): Existing vacant building
- Adjoining Uses: North (I-96): ITC Corridor; South and West: Suburban Collection Showplace; East (across Taft Road): Various Light Industrial
- Site Size: 6.63 acres
- Plan Date: 06/08/12

Project Summary

The applicant is proposing to utilize the vacant parcel adjacent to the Suburban Collection Showplace as primarily a Ride and Drive Automotive Research Lot to test vehicle capabilities in a variety of situations. Features on the proposed paved area include a flat paved area with no interior parking lot islands or light poles to allow for the greatest flexibility in "test course design," a straight-away, rumble strips and permanent tent tie-downs. An off-road test path has also been proposed around the proposed stormwater basin. The research lot is intended to be used for vehicle testing 18-24 times per year with increasing usage in time. The existing building will remain on the site and will be used to inspect cars that have been tested in the automotive research lot.

The applicant intends to use the paved area as a parking area for overflow parking from the adjacent Suburban Collection Showplace when the automotive testing is not taking place on the lot. A striping plan has been submitted but the applicant has indicated the automotive research users have requested the area either remain un-striped or that it be striped in a muted color.

Recommendation

Provided the parking lot setback on the south property line can be addressed, approval of the Preliminary Site Plan is recommended. However, the applicant should refer to the landscape review letter and attempt to meet the landscape ordinance requirements where possible.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 10A (EXO Exposition Overlay), 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 City Council or the applicant before Preliminary Site Plan Approval is granted. Items that are *italicized* must be addressed on the Final Site Plan submittal.

1. Land Use: The automotive research use is considered consistent with Section 1002A.2.h permitting outside exhibits in the EXO Overlay District. The applicant has indicated that outside testing of automobiles and utilization of the existing building to inspect vehicles will be done in conjunction with conference activities inside the exposition building. The proposed tent anchor areas identified on the site plan will facilitate otherwise permitted outside exhibits. Overflow parking for the exposition center will also take place on the subject property.
2. City Council Approval: Section 1003A.12.c of the Zoning Ordinance requires City Council approval of all plans proposed in the EXO, Exposition Overlay District after review and recommendation by the Planning Commission.
3. Parking Lot Setback: All parking must be setback a minimum of 20 feet from adjacent properties. The subject property has not been combined with the larger Suburban Collection Showplace property and the setback for new pavement at the south property line is 15 feet. **The applicant should (1) adjust the site layout to meet the required setback or (2) combine the subject property with the larger Suburban Collection Showplace property or (3) seek a variance from the Zoning Board of Appeals for the parking setback deficiency.**
4. Parking Lot Striping: All off-street parking areas must be striped. The applicant should refer to the engineering and traffic review letters for additional information on parking lot striping. All off-street parking areas are also required to have landscaped islands. The applicant should refer to the landscape and traffic review letters for additional information on waivers that would be required for painted end islands in lieu of curbed landscaped islands. **The traffic review letter also notes a variance from the Zoning Board of Appeals would be required for the lack of end islands (either painted or landscaped) around the seven space permanent parking area proposed south of the existing building. Alternately, landscaped and curbed or painted end islands could be proposed.**
5. Landscape Requirements: **The applicant should refer to the landscape review letter for a detailed list of the landscape waivers that would be required from the City Council in order for the plan to be approved in its current form.** The applicant should consider addressing some of the landscape deficiencies identified by incorporating more required landscape areas into the plan in lieu of seeking waivers from the Ordinance requirements.
6. Exterior Lighting: The minimum illumination for off-street parking is 0.2 foot candles. *The applicant must submit a photometric plan demonstrating compliance with Section 2511 of the Zoning Ordinance with the Final Site Plan submittal.* The applicant indicated in the pre-application meeting that no additional parking lot lighting will be provided in the new paved area due to the nature of the proposed use. Ordinance deficiencies would require a variance from the Zoning Board or Appeals
7. Covenants and Restrictions: The existing Covenants and Restrictions for the EXO Overlay properties which include provisions for requiring the Taft Road pathway will also apply to the subject property.

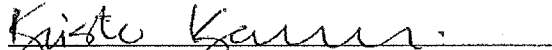
Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this and other review letters is requested **prior to the matter being reviewed by the Planning Commission and City Council.**

Pre-Construction Meeting

Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0586 or kkapelanski@cityofnovi.org.


Kristen Kapelanski, AICP, Planner
(Attachments: Planning Review Chart)

Planning Review Summary Chart

SP12-29 Ride and Drive Automotive Research Lot – Suburban Collection Showplace

Preliminary Site Plan

Date on Plans: 06/08/12

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Office Research Development Technology	No change	Yes	
Zoning	EXO, Exposition Overlay	No change	Yes	
Use	Use permitted per Article 10A of the Zoning Ordinance	Automotive Research Lot	Yes	City Council approval of site plan required per Section 1003A.12.c.
Parking Setbacks (Section 2400)				
Front (east)	20'	300'+	Yes	
Rear (west)	20'	20'	Yes	
Interior Side (south)	20'	15'	No	A property combination or Zoning Board of Appeals variance is required to eliminate the side yard parking setback deficiency.
Exterior Side (north)	20'	120'	Yes	
Parking Space Dimensions (Sec. 2506)	9' x 19' parking space dimensions (9' x 17' if overhang on 7' wide interior sidewalk or landscaped area as long as detail indicates 4" curb) and 24 feet wide drives.	At least 9' x 19' At least 24' drives	Yes	
Exterior Lighting (Sec. 2511)	Photometric plan and exterior lighting details needed at final site plan. Minimum illumination for parking areas is 0.2 foot candles.	Lighting information not provided	N/A	The photometric plan and lighting details must be provided with the Final Site Plan submittal. Deficiencies would require a variance from the Zoning Board of Appeals.

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

July 2, 2012

Engineering Review

Ride and Drive Automotive Research Lot
SP12-29

Petitioner

Blair Bowman, property owner

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: N. of Grand River, W. of Taft Rd
- Site Size: 6.63 acres
- Plan Date: June 26, 2012

Project Summary

- Construction of an approximately 3 acre parking lot expansion and utility modifications. Proposed site amenities include an off-road test path, designated tent anchor areas, a noise and vibration testing area, and muted pavement markings for parking lot striping.
- Water service would be provided by an existing commercial well.
- Sanitary sewer service would be provided by a 6-inch lead from the existing 8-inch sanitary sewer to the south of parcel 50-22-16-251-022
- Storm water would be collected by a single storm sewer collection system and discharged to a detention basin constructed to the east of the proposed parking lot expansion.

Recommendation

Approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan is recommended.

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

Additional Comments (to be addressed prior to the Final Site Plan submittal):

General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.

Storm Sewer

3. Include labels for all storm sewer structures designating their manhole or design point number.
4. Provide a profile for all proposed storm sewer amenities.

Storm Water Management Plan

5. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
6. Provide calculations demonstrating that the five (5) proposed catch basins are capable handling the storm water from the proposed parking lot and do not exceed the flow rate of 0.11 cfs per square inches of catch basin opening. The current catch basin setup appears to be undersized for the parking lot acreage.

Paving & Grading

7. All pavement markings must be installed in accordance with MMUTCD standards. If applicant wishes to utilize a color other than what is accepted by the MMUTCD, an administrative variance must be applied for.
8. A variance for the use of striped end isles in lieu of raised traffic islands will be required.
9. Consider utilizing additional soil erosion and sedimentation control countermeasures adjacent to the proposed off-road test path to prevent possible unwanted material transfer into the detention basin or adjacent wetland.
10. Note the striping conflict on the Preliminary Site plan versus Preliminary Engineering Site plan adjacent to the existing structure. Revise to show how parking for the existing structure will be handled.

Off-Site Easements

11. Provide a private utility easement for the sanitary sewer lead between the existing sanitary sewer easement and the parcel boundary for parcel 50-22-16-251-022

The following must be submitted at the time of Final Site Plan submittal:

12. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.
13. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be submitted at the time of Stamping Set submittal:

14. A draft copy of the maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. 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.
15. A draft copy of the private ingress/egress easement for shared use of the drive entries from the Suburban Collection Showplace must be submitted to the Community Development Department.
16. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.

The following must be addressed prior to construction:

17. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
18. 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. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
19. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.

20. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
21. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
22. A storm water performance guarantee, equal to 1.5 times the amount required to complete storm water management and facilities as specified in the Storm Water Management Ordinance, must be posted at the Treasurer's Office.
23. An incomplete site work performance guarantee for this development will be calculated (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.
24. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

Please contact Adam Wayne at (248) 735-5648 with any questions.



cc: Ben Croy, Engineering
Brian Coburn, Engineering
Kristen Kapelanski, Community Development Department
Tina Glenn, Water & Sewer Dept.

**ENGINEERING WAIVER REQUESTS
AND COMMENTS FROM THE ENGINEERING DIVISION**