

## NOVI CORPORATE CAMPUS #6 SP 07-74

### **NOVI CORPORATE CAMPUS #6, SITE PLAN NUMBER 07-74**

Public Hearing on the request of General Development Company for Preliminary Site Plan, Woodland Permit and Stormwater Management Plan approval. The subject property is located in Section 9, north of Twelve Mile Road, east of West Park Drive in the OST, Planned Office Service Technology District. The subject property is approximately 3.30 acres and the applicant is proposing to build a 45,095 square foot speculative office/warehouse building with accessory parking facilities on Lot 6 in the Novi Corporate Campus development.

#### **Required Action**

Approve/deny the Preliminary Site Plan, Woodland Permit and Storm Water Management Plan

<b>REVIEW</b>	<b>RESULT</b>	<b>DATE</b>	<b>COMMENTS</b>
Planning	Approval recommended	01/31/08	<ul style="list-style-type: none"> <li>• <b>Modify loading zone screening or seek a Planning Commission waiver</b></li> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>
Wetlands	Approval recommended	01/31/08	<ul style="list-style-type: none"> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>
Woodlands	Approval recommended	01/31/08	<ul style="list-style-type: none"> <li>• Additional information necessary to comply with Site Plan standards</li> <li>• Minor items to be addressed at the time of Final Site Plan submittal</li> </ul>
Landscaping	Approval recommended	01/14/08	<ul style="list-style-type: none"> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>
Traffic	Approval recommended	01/21/08	<ul style="list-style-type: none"> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>
Engineering	Approval recommended	02/01/08	<ul style="list-style-type: none"> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>
Façade	Approval not recommended	01/31/08	<ul style="list-style-type: none"> <li>• <b>Section 9 waiver required to permit split-faced CMU in excess of Zoning Ordinance standard on south and east facades</b></li> </ul>
Fire	Approval recommended	01/31/08	<ul style="list-style-type: none"> <li>• Minor items to be addressed at time of Final Site Plan submittal</li> </ul>

## **Motions**

### **Approval – Preliminary Site Plan**

In the matter of Novi Corporate Campus, SP 07-74, motion to **approve** the Preliminary Site Plan, subject to the following:

- a. Planning Commission waiver from the loading zone screening standard, since the site is adjacent to I-1, I-2 and OST properties;
- b. Section 9 waiver to permit a maximum of 68% split-faced concrete masonry units on the south façade, generally consistent with the Section 9 waiver granted to adjacent Novi Corporate Campus #7;
- c. Section 9 waiver to permit a maximum of 73% split-faced concrete masonry units on the east façade, generally consistent with the Section 9 waiver granted to adjacent Novi Corporate Campus #7;
- d. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- e. (additional conditions here if any)

for the following reasons...(because it is otherwise in compliance with Article 23A, Section 2400, and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

### **Approval – Woodland Permit**

In the matter of Novi Corporate Campus, SP 07-74, motion to **approve** the Woodland Permit, subject to:

- a. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- b. (additional conditions here if any)

for the following reasons...(because it is in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

**Approval – Storm Water Management Plan**

In the matter of Novi Corporate Campus, SP 07-74, motion to **approve** the Storm Water Management Plan, subject to:

- a. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- b. (additional conditions here if any)

for the following reasons...(because it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

**Denial Preliminary Site Plan**

In the matter of Novi Corporate Campus, SP 07-74, motion to **deny** the Preliminary Site Plan, for the following reasons...(because it is not in compliance with the Ordinance.)

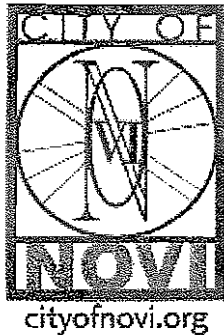
**Denial Woodland Permit**

In the matter of Novi Corporate Campus, SP 07-74, motion to **deny** the Woodland Permit, for the following reasons...(because it is not in compliance with Chapter 27 of the Ordinance.)

**Denial Storm Water Management Plan**

In the matter of Novi Corporate Campus, SP 07-74, motion to **deny** the Storm Water Management Plan, for the following reasons...(because it is not in compliance with Chapter 11 of the Ordinance.)

## **PLANNING REVIEW**



## PLAN REVIEW CENTER REPORT

January 31, 2008

### Planning Review

Novi Corporate Campus #6

SP07-74

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#### **Petitioner**

General Development Co. (Dave Dobrovich)

#### **Review Type**

Preliminary Site Plan

#### **Property Characteristics**

- Site Location: South side of Dylan Drive, east of West Park Drive and north of Twelve Mile Road in Section 9.
- Site Size: 3.30 acres
- Zoning: OST, Office Service Technology
- Surrounding Zoning: North & West: OST; South: I-1; East: I-2
- Surrounding Land Uses: North: Parcel 7; East: Twelve West Properties with two industrial/warehouse buildings (former Steelcrete site); West and South: Vacant Novi Corporate Campus lots
- Proposed: 45,095 sq. ft. speculative office/warehouse building
- Plan Date: November 30, 2007

#### **Project Summary**

The applicant proposes to build a 45,095 square foot speculative office/warehouse building with accessory parking facilities on Lot 6 in the 11-lot Novi Corporate Campus development. While a tenant has not been identified, the floor plan was based on having 18,870 square feet of office space (42%) and 26,225 square feet of warehouse space (58%).

#### **Recommendation**

Approval of the Preliminary Site Plan is recommended subject to addressing the issues underlined below, and on the attached Planning Chart, on the Final Site Plan.

#### **Comments:**

The Preliminary Site Plan was reviewed per the standards of Section 23A, OST District and Section 2400, the Schedule of Regulations of the Zoning Ordinance, and other sections of the Ordinance as noted.

1. Floor plans were provided for only the main floor, however the building design appears to accommodate a second story. Given that the proposed 122 parking spaces only meet the parking standard for the main floor (with the proposed proportions of office and warehouse space noted above), we note there may not be sufficient parking to accommodate a second

story, particularly if additional office space is proposed. (Warehouse, storage and distribution are not permitted as principal permitted uses in the OST District). Also, the construction of a second story would require review and approval by the Planning Commission, prior to review, approval and permitting by the Building Division. If a tenant is secured prior to Final Site Plan approval, it should be identified as part of the project name and the floor plans should be revised as necessary.

2. The following minor corrections should be made on the Final Site Plan:
  - a. Sheet SP.101- Site Statistics should be revised to indicate the site is zoned OST, not OST and I-2.
  - b. Clarify height of dumpster and compactor on SP.401, Waste Enclosure Elevations.
  - c. Specify chosen lighting details on SP.601, Cut Sheets.
  - d. The photometric plan must be printed darker when it is resubmitted, as it is barely legible. The breakdown of the building uses on the photometric plan should be corrected to 42% office and 58% warehouse, or eliminated from the drawing.
3. Per Sections 2302A.1 and 2507 of the Zoning Ordinance, overhead doors must be screened from neighboring properties and all right-of-ways. Screening must be done by a courtyard building design, an ornamental wall or a landscape berm. The Planning Commission may waive these standards when the use is adjacent to a railroad, freeway, or I-1, I-2 or OST properties. The subject site is adjacent to I-1, I-2 and OST properties. The applicant should provide adequate screening of the unloading area or seek a Planning Commission waiver of the standard.
4. Planning Review Summary Chart: The applicant is asked to review other items in attached Summary Chart and make corrections as noted.
5. Exterior Lighting Plan: A photometric plan and additional lighting information was provided. The plan shows general compliance with the standards of the ordinance. Please see the attached lighting review chart for details.
6. Site Addressing: The applicant should contact the Building Division for an address, as it must be assigned before a building permit is issued. The address application can be found on the Internet at <http://www.cityofnovi.org/Resources/Library/Forms/Bldg-AddressesApplication.pdf>. Questions about the application should be directed to Jeannie Niland, Ordinance Enforcement, at (248) 347-0438 or [jniland@cityofnovi.org](mailto:jniland@cityofnovi.org).
7. Response Letters: A letter from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested *prior to the matter being reviewed by the Planning Commission*. Additionally, a letter from the applicant is requested to be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above, and with any conditions of Planning Commission approval.

*Karen F. Reinowski*

Reviewed by Karen F. Reinowski, AICP, PCP at 248-347-0484 or [kreinowski@cityofnovi.org](mailto:kreinowski@cityofnovi.org)

Attachments: Planning Review Chart & Lighting Review Chart



**PLANNING REVIEW SUMMARY CHART**

Review Date: 1.31.08  
 Project Name: Novi Corporate Campus #6  
 Project Number: SP07-74  
 Plan Date: 11.30.07

Items in **Bold** need to be addressed by the applicant and/or the Planning Commission before approval of the Preliminary Site Plan. Underlined items need to be addressed on the Final Site Plan.

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Light Industrial	No Change Proposed	Yes	
Zoning	OST, Planned Office, Service, Technology	OST, Planned Office, Service, Technology	Yes	
Use	Uses permitted in the OS-2 District, high-tech RD; data processing and computer centers; accessory light manufacturing & storage, financial institutions, labs, day care centers, restaurants, and other uses in Article 23A of the Zoning Ordinance	45,095 sf building; 18,870 sf office (42%) and 26,225 sf warehouse (58%)	Yes	<b>Please Note:</b> Tenants must be approved by the Planning Division prior to review and approval of plans by the Building Division and issuance of a Certificate of Occupancy. Planning Division approval is necessary to verify the use is permitted in the OST District and the site meets the parking standards of the Zoning Ordinance. We note if a second story is added to the building, the site may become deficient in parking. Please see Planning Review for additional information.
Building Height (Section 2400)	46 – 65 ft.	27'4" top of masonry; 31'4" top of entry	Yes	Building proposed with one story, but appears to be designed to accommodate a second story.
<b>Building Setback</b>				
Front – west (2400 h, t, & u)	50'	69'	Yes	
Side - north (2400 t & u)	50'	82'7"	Yes	
Side - south (2400 t & u)	50'	89'	Yes	
Rear - east (2400 l, t & u)	50'	50'5"	Yes	
<b>Parking Setback</b>				
Front - west (2400)	20'	20'6"	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
Side – north interior (2400)	20'	20'	Yes	
Side - south interior (2400)	20'	20'	Yes	
Rear - east (2400)	20'	20'6"	Yes	
Number of Parking Spaces (2505.14e)	<u>Office (Business/ Professional) = 18,870 sf or 42%;</u> <u>85 spaces required.</u>  <u>Warehouse = 26,225 sf (58%);</u> <u>37 spaces required.</u>  122 total spaces required	122 spaces	Yes	
Parking Space Dimensions and Maneuvering Lanes (2506)	9' x 19' parking spaces with 24' wide drives; 9' x 17' parking spaces permit adjacent to 7'-wide interior sidewalks and landscaping, if 4" curb is provided	9' X 17' spaces provided	Yes	
Barrier Free Spaces (Barrier Free Code)	5 barrier free spaces required: 4 standard barrier free and 1 van accessible.	4 standard and 1 van accessible	Yes	
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle for standard barrier-free spaces; 8' wide with an 8' wide access aisle for van-accessible spaces	8' wide with a 5' wide access aisle for standard barrier-free spaces; 8' wide with an 8' wide access aisle for van-accessible spaces	Yes	
Barrier Free Signs (Barrier Free Design Graphics Manual)	One sign for each accessible parking space	Detail and location provided	Yes, but see comments	<u>Location of sign on north side of building should be realigned to be directly across from the parking space</u>
Loading Spaces (Section 2507)	Must be in rear yard, with 5 sf per front foot of building up to a total area of 360 sf	1,700 sf	Yes	Autoturn used to verify loading area can accommodate semi-trucks without interrupting parking areas, however <u>we highly recommend providing an end island in a portion of the area across from the loading area, (noted as "Provide No Parking Striping.") in order to provide additional</u>

Item	Required	Proposed	Meets Requirements?	Comments
				protection to a vehicle in that end space
Dumpster Enclosure (Sections 2503.2.F and 2520.1)	Dumpster enclosure to be located in rear yard, no closer than 10' to building unless structurally attached; set back from property line a distance equivalent to the parking lot setback; located as far from barrier free spaces as possible; Enclosure to match building materials	Detached enclosure located 20 ft. from rear and interior side lot lines	Yes	<u>We recommend not painting the interior of the dumpster enclosure, as it can create maintenance issues over time.</u>
Exterior lighting (Section 2511)	Photometric plan and exterior lighting details provided – see attached Lighting Chart			
Sidewalks (City Code Section 11-276(b))	5'-8' wide sidewalk along all major thoroughfares and collectors as required by the Pedestrian and Bicycle Master Plan	5 ft. sidewalk provided along Dylan Drive frontage	Yes	
Pedestrian Connectivity	The Planning Commission shall consider... Whether the traffic circulation features within the site and location of automobile parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets (Section 2516.2.b (3)).	Sidewalk connected between building entrance and public sidewalk	Yes	
Site Plan Manual	Land description, Sidwell number	<u>Land description. No Sidwell since site has not been split</u>	No	<u>Parcel 6 land division must be approved by the Assessing Department prior to approval of the Stamping Sets</u>
Development/ Business Sign	If proposed, signage requires a permit.			<u>Contact Alan Arnolsch at 248-347-0436.</u>

### Lighting Review Summary Chart

Review Date: 1.31.07  
 Final Site Plan: SP #07-74; Novi Corporate Campus #6  
 Plan Date: 11.21.07

Bolded items must be addressed at the time of Final Stamping Set

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 <input checked="" type="checkbox"/> Fixture height <input checked="" type="checkbox"/> Mounting & design <input checked="" type="checkbox"/> Glare control devices <input checked="" type="checkbox"/> Type and color rendition of lamps <input checked="" type="checkbox"/> Hours of operation <input checked="" type="checkbox"/> Photometric plan <input checked="" type="checkbox"/>	Yes	Speculative building – Hours assumed to be 9am-5pm
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	

Item	Required	Meets Requirements?	Comments
Required Notes (Section 2511.3.b)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- No flashing light shall be permitted</li> <li>- Only necessary lighting for security purposes and limited operations shall be permitted after a site's hours of operation.</li> </ul>	Yes	
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	Yes	
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> <li>- Parking areas- 0.2 min</li> <li>- Loading and unloading areas- 0.4 min</li> <li>- Walkways- 0.2 min</li> <li>- Building entrances, frequent use- 1.0 min</li> <li>- Building entrances, infrequent use- 0.2 min</li> </ul>	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.i & m)	All cut off angles of fixtures must be 90 degrees	Yes	

**WETLANDS REVIEW**



Environmental Consulting & Technology, Inc.

January 31, 2008

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

Re: Wetland Preliminary Site Plan Review – Parcel 6 SP# 07-74

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the proposed Parcel 6 Novi Corporate Campus Preliminary Site Plan (Plan) prepared by Alpine Engineering dated October 26, 2007. We have also visited the site previously for the purpose of wetland boundary verification. The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the setback provisions in the Zoning Ordinance.

**Existing Conditions**

Currently, this site is under individual parcel development following the construction of approved Site Plan 04-40, which installed roads, stormwater management facilities, and associated infrastructure. Part of the site has been rough graded and a small wetland area (Wetland AA) remains on the east side of the parcel. This wetland was not permitted for fill by City of Novi Wetland Permit 04-40, but was permitted for fill by MDEQ Wetland Permit MDEQ Permit No.: 05-63-0064-P. As part of this MDEQ Permit, all regulated wetland impacts were to be mitigated in a large constructed wetland on the north side of the property, adjacent to a woodland conservation easement. The mitigation wetland is also protected by a conservation easement.

**Impacts**

The proposed project would fill one small wetland and wetland buffer areas as follows:

Wetland ID	Total Area (acre)	Impact Area (acre)	Impact Volume (cu.yds.)
AA	0.004	0.004	10
25-Foot Setback	0.10	0.10	100

**Permits**

The proposed project will require a City of Novi Wetland Minor Use permit, a Natural Features Setback Authorization and the previously-issued MDEQ permit (05-63-0064-P). ECT understands this MDEQ permit is still current and accurate. The applicant should notify the City if there have been revisions to the MDEQ permit, or if proposed impacts extend beyond the conditions of the original permit.

2200 Commonwealth  
Boulevard, Ste 300  
Ann Arbor, MI  
48105

(734)  
769-3004

FAX (734)  
769-3184

**Recommendations and Conditions**

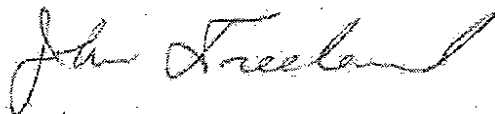
We recommend approval of the Preliminary Site Plan with the following conditions:

1. ECT recommends the applicant provide a construction drainage plan including soil erosion control measures, concrete wash-out area (if applicable), and gravel filter outlets. This is relevant to the overall site wetland and watercourse protection.
2. The applicant should be advised of upcoming review fees:  
Final Site Plan Review for Wetlands \$550 + 15% Administration Fee = \$632.50  
Wetland Permit Application Fee: \$200 + 15% Administration Fee = \$230.00.  
Environmental Preconstruction Meeting, at the City's request: \$300 + 15% = \$345  
Onsite inspections at the City's request, per inspection: \$300.00 + 15% = \$345

If you have any questions please feel free to contact our office

Respectfully,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



John A. Freeland, Ph.D., PWS  
Environmental Scientist

cc: Angela Palowski



**WOODLANDS REVIEW**



Environmental Consulting & Technology, Inc.

January 31, 2008

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

Re: Novi Corporate Campus Parcel 6  
Woodland Review of the Preliminary Site Plan (SP#07-74)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the proposed Novi Corporate Campus Parcel 6 project preliminary site plan (Plan) prepared by Alpine Engineering, Inc. dated October 26, 2007. The plan and supporting documentation were reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37.

The site is located in Section 9 on the north side of 12 Mile Rd., east of W. Park Dr. between the CSX Railroad and I-96. The Plan proposes the construction of a 45,095 square foot speculative building with associated infrastructure and parking.

ECT has reviewed the City of Novi Official Woodlands Map and completed an on-site Woodland Evaluation on Tuesday, January 29, 2008. With the exception of the common junipers (*Juniperus communis*) being eastern red cedar (*Juniperus virginiana*), tree #12 being a boxelder (*Acer negundo*) not a silver maple (*Acer saccharinum*), and tree #30 being a black cherry (*Prunus serotina*) not common juniper (*Juniperus communis*), ECT found that the Woodland Plan (Sheet L-2) accurately depicts existing site conditions. The surveyed trees have been marked with pink and yellow flagging tape and the survey numbers in white paint.

The Plan proposes the removal of 26 trees with dbh greater than or equal to 8 inches. This represents removal of 93% of the total number of trees reported for the site (28). The Plan thus proposes to preserve 7% of the on-site trees. Per the Woodland Plan (Sheet L-2) and Landscape Plan (L-1), 31, 2.5-inch caliper replacement trees are required, all of which are to be planted around the proposed building and parking lot. It appears as if the Applicant is prepared to meet the requirements of the City of Novi Woodland Ordinance and tree replacement requirements. Please see the *Proposed Woodland Impacts* listed below:

**Proposed Woodland Impacts**

The proposed Plan calls for the following impacts to on-site regulated trees. The Woodland Plan (Sheet L-2) indicates that of the 28 total on-site trees 8 inches d.b.h. and greater that were inventoried, 2 trees are to remain. In addition, 31 replacement trees are required, all of which are proposed onsite (per the Landscape Plan, Sheet L-1).

- 28 total regulated stems with 8-inch dbh or greater to be removed; 7" American elm is not regulated;
- 2 total regulated stems to remain;
- 31 replacement trees required;
  - Trees to be removed 8" – 11"      23 x 1 = 23
  - Trees to be removed 11.1" – 20"    1 x 2 = 2
  - Trees to be removed 20.1" +        2 x 3 = 6
- 31 replacement trees shown onsite.

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FAX (734)  
769-5184

### **Site Plan Compliance with Ordinance Chapter 37 Standards**

The Plan appears to lack several items necessary for compliance with the Site Plan standards. The following information must be provided in the Plan:

- Existing general soil conditions on the site.
- Statement as to how trees not proposed for removal will be protected during land clearing, construction, and on a permanent basis.
- Statement as to the proposed grade changes and proposed drainage pattern changes for the site, including changes in water levels within protected woodlands.

### **Tree Replacement Plan**

The Landscape Plan (Sheet L-1) and Landscape Details (Sheet L-3) provide the proposed replacement locations on site for 31 replacements. The Plans call for 13 tuliptrees (*Liriodendron tulipifera*), 8 shingle oaks (*Quercus imbricaria*), and 10 European hobeams (*Carpinus betula*). These trees are proposed along the northern and eastern edges of the proposed parking lot and along the south side of the proposed building. *Carpinus betula* is not native to Michigan nor is it on the approved tree replacement list of species. Its native counterpart, musclewood (*Carpinus caroliniana*) is acceptable and on the tree replacement species list. However, given that *Carpinus caroliniana* is a shade tolerant sub-canopy tree and the location of these individuals is proposed for the south side of the building where less than 10 ft of planting area is proposed, ECT suggests that the species is not appropriate for the proposed location and replacement trees should not be placed adjacent to the building where growing space is lacking.

The other two replacement species proposed for the site are appropriate. However, 2 of the tuliptrees proposed along the north edge of the site and all 8 shingle oaks proposed along the eastern edge of the site are located over storm sewer and water main lines or within their easements. It is ECT's opinion that these locations are not appropriate for tree replacement plantings due to possible future damage from utility repair and/or replacement. ECT suggests that all replacement trees be located at least 10 ft away from underground utility lines and their associated easements.

The Plan states that 31 replacement trees will be located onsite. However, it is ECT's opinion that 20 of these replacements are located in such a manner that the long-term survivorship of the trees would be compromised. ECT suggests that the Applicant adjust replacement tree locations or, given the limited space available onsite, considers paying 20 tree credits into the City's Tree Fund and planting only 11 replacement trees onsite.

### **Recommendation**

ECT recommends approval of the Preliminary Site Plan, contingent upon the Applicant addressing the missing information and corrections stated above in the Final Site Plan. Although the Applicant appears to be prepared to meet the requirements of the City of Novi Woodland Ordinance and the associated tree replacement requirements, revisions are needed to the tree replacement locations and species and possibly the total replacement cost to be paid into the City of Novi Tree Fund. Soils conditions, retained tree protection, and grade and drainage change should be included. In consideration of the success of their establishment and long-term viability and limited space onsite, replacement trees should not be planted onsite adjacent to the proposed building or over or within underground utilities easements. ECT recommends that 20 of the proposed 31 tree replacement credits are paid into the City's Tree Fund, while the remaining 11 replacements may be located onsite. ECT recommends that the quantity to be paid to the City of Novi Tree Fund be included on the Final Site Plan as well as the Woodland Financial Guarantee quantity for the on-site replacement trees. As an example, the total cost to be paid into the City's Tree fund for 20 replacements would be \$8,000 (20 replacements x \$400).

The Applicant would also be responsible for the following fees: 1) the Woodland Financial Guarantee would be \$6,600 (11 onsite replacements x \$400 x 1.5); 2) the Fence Maintenance Performance Guarantee would be \$7,500 (\$5,000 x 1.5); 3) the Woodland Inspection Fee would be \$564 (6% of ((11 onsite replacements x \$400) + \$5,000 for tree protection fence)); and 4) the City 15% Administration Fee would be \$84.60 (15% of the Woodland Inspection Fee).

If you have any questions regarding the contents of this letter, please contact us.

Respectfully,

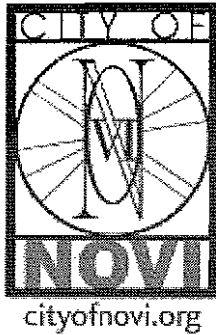
**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Martha Holzheuer, Certified Arborist  
Landscape Ecologist

cc: Angela Pawlowski  
Karen Reinowski

**LANDSCAPE REVIEW**



## PLAN REVIEW CENTER REPORT

January 14, 2008

### Preliminary Landscape Review

Novi Corporate Campus Parcel 6

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#### **Review Type**

Preliminary Landscape Review

#### **Property Characteristics**

- Site Location: Dylan Drive
- Site Zoning: OST
- Site Use(s): Office Service
- Plan Date: 11/30/07

#### **Recommendation**

**Approval of the Preliminary Site Plan for 07-74 Novi Corporate Campus Parcel 6 is recommended.** The Applicant should address the following comments on the Final Site Plan submittal.

#### **Ordinance Considerations**

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

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

##### **Adjacent to Public Rights-of-Way – Berm & Greenbelt (Sec. 2509.3.b.)**

1. The Applicant has provided the required landscape berm and has effectively blended the berm into the adjacent and previously approved parcel. Two Canopy Trees and three Sub-canopy Trees are required and have been provided.

##### **Street Tree Requirements (Sec. 2509.3.b.)**

1. Two Street Trees are required and have been provided.

##### **Parking Landscape (Sec. 2509.3.c.)**

1. A total of 3,300 SF of Interior Parking Island Area is required and has been provided.
2. A total of 44 Canopy Parking Lot Trees are required and have been provided.
3. Perimeter Canopy Trees averaging one per 35 LF have been provided.

##### **Building Foundation Landscape (Sec. 2509.3.d.)**

1. A minimum 4' wide landscape bed is provided around the entire building foundation perimeter with the exception of access areas. This has been provided.

2. A total of 8' x the building foundation perimeter must be provided as Foundation Landscape Area. A total of 7,160 SF of landscape area is required and has been adequately provided.

**Plant List (LDM)**

1. The Plant List meets the requirements of the Ordinance and Landscape Design Manual.

**Planting Details (LDM)**

1. The Planting Details meet the requirements of the Ordinance and Landscape Design Manual.

**Landscape Notes (LDM)**

1. Landscape Notations meet the requirements of the Ordinance and Landscape Design Manual.

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

1. A notation states that all landscape areas shall be irrigated. Please provide an Irrigation Plan and cost estimate with the Final Site Plan submittal.

**General Notes**

1. Plant Diversity meets Ordinance requirements.
2. The loading area has been appropriately placed at the rear of the building.
3. Snow Deposit areas have been shown.
4. Please see the Woodland & Wetland Reviews for additional comments.

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

*David R. Beschke*  
KFR

## Landscape Review Summary Chart

Date: January 14, 2008

Project Name: Novi Corporate Campus, Parcel 6  
 Project Location: Dylon Drive  
 Sp #: 07-74  
 Plan Date: November 30, 2007  
 Review Type: Preliminary Landscape Plan  
 Status: **Approval recommended.**

Item	Required	Proposed	Meets Requirement	Comments
Name, address and telephone number of the owner and developer or association.(LDM 2.a.)	Yes	Yes	Yes	Include on plan sheets.
Name, Address and telephone number of RLA (LDM 2.b.)	Yes	Yes	Yes	Include on plan sheets.
Legal description or boundary line survey.(LDM 2.c.)	Yes	Yes	Yes	Include on plan sheets.
Project Name and Address (LDM 2.d.)	Yes	Yes	Yes	Include on plan sheets.
A landscape plan 1"-20' minimum. Proper North. (LDM 2.e.)	Yes	Yes	Yes	1" = 30' acceptable this submittal.
Consistent Plans throughout set.	Yes	Yes	Yes	All plan sheets much match.
Proposed topography. 2' contour minimum (LDM 2.e.(1))	Yes	Yes	Yes	Provide proposed contours at 2' interval for the entire site.
Existing plant material. (LDM 2.e.(2))	Yes	Yes	Yes	Show location type and size. Label to be saved or removed. Plan shall state if none exists.
Proposed plant material. (LDM 2.e.(3))	Yes	Yes	Yes	Identify all, including perennials.
Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W. (LDM 2.e.(4))	Yes	Yes	Yes	
Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))	Yes	Yes	Yes	
Clear Zone (LDM 2.3.(5) - 2513)	Yes	Yes	Yes	
Zoning (LDM 2.f.)	Yes	Yes	Yes	Include all adjacent zoning.
Sealed by LA. (LDM 2.g.)	Yes	Yes	Yes	Requires original signature.
<b>Plant List (LDM 2.h.) – Include all cost estimates.</b>				
Quantities	Yes	Yes	Yes	
Sizes	Yes	Yes	Yes	Canopy trees must be 3" in caliper. Sub-Canopy trees must be 2.5" in caliper.
Root	Yes	Yes	Yes	
Type and amount of mulch	Yes	Yes	Yes	Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.



Item	Required	Proposed	Meets Requirement	Comments
Type and amount of lawn	Yes	Yes	Yes	Include in cost estimate.
Acceptable species	Yes	Yes	Yes	Per the Landscape Design Manual.
Diversity	Yes	Yes	Yes	Max. 20% Genus, 15% Species.
<b>Planting Details/Info (LDM 2.i.) – Utilize City of Novi Standard Details.</b>				
Deciduous Tree	Yes	Yes	Yes	
Evergreen Tree	Yes	Yes	Yes	
Shrub	Yes	Yes	Yes	
Perennial/ Ground Cover	Yes	Yes	Yes	
Transformers (LDM 1.e.5.)	Yes	Yes	Yes	Provide 24" clear of plantings on all sides.
Cross-Section of Berms (LDM 2.j.)	Yes	Yes	Yes	Provide all proposed dimensions. Meet opacity guidelines.
ROW Plantings (LDM 1)	Yes	Yes	Yes	Include required calculations.
Walls (LDM 2.k.)	NA			Include required calculations.
<b>Landscape Notations – Utilize City of Novi Standard Notes.</b>				
Installation date (LDM 2.l.)	Yes	Yes	Yes	Provide intended date.
Statement of intent (LDM 2.m.)	Yes	Yes	Yes	Include statement of intent to install and guarantee all materials for 2 years.
Plant source (LDM 2.n.)	Yes	Yes	Yes	Indicate Northern grown nursery stock.
Miss Dig Note (800) 482-7171	Yes	Yes	Yes	All plan sheets.
Mulch type.	Yes	Yes	Yes	Natural color, shredded hardwood mulch.
2 yr. Guarantee	Yes	Yes	Yes	
Approval of substitutions.	Yes	Yes	Yes	City must approve any substitutions in writing prior to installation.
Tree stakes guy wires and tree wrap.	Yes	Yes	Yes	No wire or hose. Upright stakes only.
Maintenance	Yes	Yes	Yes	Include a minimum of one cultivation in June, July and August for the 2-year warranty period.
Car Parking (Landscape) Setback (2400)	Yes	Yes	Yes	Refer to Planning Review comments.
<b>Parking Area Landscape Calculations (LDM 2.0.)</b>				
A. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	Yes	Yes	Yes	$A = 17,322 \times 10\% = 1,732 \text{ sf}$
B. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	Yes	Yes	Yes	$B = 31,359 \times 5\% = 1,568 \text{ sf}$
C. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special	NA			$C = \times 1\% = \text{sf}$

Item	Required	Proposed	Meets Requirement	Comments
Land Use or non-residential use in any R district				
A. For: I-1 and I-2 Landscape area required due to # of parking spaces	NA			A = 7% x = SF
B. For: I-1 and I-2 Landscape area required due to vehicular use area	NA			B = 2% x = SF
C. For: I-1 and I-2 Landscape area required due to vehicular use area	NA			C = 0.5% x = SF
Total A, B and C above = Total interior parking lot landscaping requirement	Yes	Yes	No	Total interior landscaping required = A + B + C = 3,300 sf required and provided.
Parking lot tree requirement	Yes	Yes	Yes	14 required. 14 provided.
Perimeter greenspace Plantings	Yes	Yes	Yes	Perimeter trees provided at 1 per 35 LF.
<b>Parking Lot Plants</b>				
Max. 15 contiguous space limit	Yes	Yes	Yes	
Parking Land Banked	NA			
Interior Landscape requirements (LDM.2.p.)	Yes	Yes	Yes	Include calculations on landscape plan. Plant beds must be a min. 10' wide and 300 SF to qualify.
Snow Deposit (LDM.2.q.)	Yes	Yes	Yes	Depict adequate areas on plan.
Soil Type (LDM.2.r.)	Yes	Yes	Yes	Per USDA or borings.
<b>Irrigation plan (LDM 2.s.)</b>	<b>Yes</b>	<b>Yes</b>	<b>No</b>	<b>Provide irrigation plan with final site plan.</b>
<b>Cost Estimate (LDM 2.t.)</b>	<b>Yes</b>	<b>Yes</b>	<b>No</b>	<b>Include estimate of irrigation system at Final Site Plan submittal.</b>
Placement (LDM 3.a.(4) and Subdivision 4.03 B)	Yes	Yes	Yes	All plants except creeping vine type plantings, shall not be located within 4' of a property line. Do not plant trees within 15' of overhead utilities.
<b>Residential Adjacent to Non-residential</b>				
Berm requirements met (2509.3.a.)	NA			
Planting requirements met (LDM 1.a.)	NA			
<b>Adjacent to Public Rights-of-Way</b>				
Berm requirements met (2509.3.b.)	Yes	Yes	Yes	
Planting requirements met (2509.3.b.- LDM 1.b.)	Yes	Yes	Yes	
Street tree requirements met	Yes	Yes	Yes	

Item	Required	Proposed	Meets Requirement	Comments
(2509.3.b)				
Detention Basin Plantings (LDM 1.d.(3))	NA			
<b>Subdivision requirements</b>				
R.O.W. and Street Trees (2509.3.f - LDM 1.d))	NA			
Single Family	NA			
40 wide non-access greenbelt				
Street Trees				
Islands and boulevards				
Multi family	NA			
Condo Trees				
Street trees				
Foundations plantings				
Non-Residential	NA			
Interior street trees				
Evergreen shrubs				
Subcanopy trees				
Plant massing				
Basin plantings				
Loading Zone Screening (2507)	Yes	Yes	Yes	Located to rear of build & adjacent to same zoning.
Landscape Wall or Berm for OST loading zone screening (2302.A)	NA			
Wildlife Habitat Area (Wildlife Habitat Master Plan Map)	NA			
Subdivision Ordinance Appendix C - ROW Buffer Non-Access Greenbelt (402.B3, 403.F)	NA			
Subdivision Natural Features (403.C) Man-made Bodies of Water (403.D) Open Space Areas (403.E)	NA			

### Financial Requirements Review

To be completed at time of Final Site Plan Review.

Item	Amount	Verified	Adjustment	Comments
Full Landscape Cost Estimate	\$ 54,920			Includes street trees. Does not include irrigation costs.
Final Landscape Review Fee	\$ 823.80			1.5% of full cost estimate Any adjustments to the fee must be paid in full prior to stamping set submittal.

### Financial Requirements (Bonds & Inspections)

Item	Required	Amount	Verified	Comments
Landscape Cost Estimate	YES	\$ 59,920		Does not include street trees. Includes irrigation (estimated at \$5000).
Landscape Financial Guaranty	YES	\$ 89,880 (150%)		This financial guarantee is based upon 150% of the verified cost estimate. For Commercial, this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Landscape Inspection Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 3,595.20		For projects up to \$250,000, this fee is \$500 or 6 % of the amount of the Landscape cost estimate, whichever is greater.  This cash or check is due prior to the Pre-Construction meeting.
Landscape Administration Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 539.28		This fee is 15% of the Landscape Inspection Fee. This cash or check is due prior to the Pre-Construction meeting.
Transformer Financial Guarantee	YES	\$ 500		\$500 per transformer if not included above. For Commercial this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Street Tree Financial Guaranty	YES	\$		\$400 per tree – Contact City Forester for Details
Street Tree Inspection Fee	YES	\$		6% of the Street Tree Bond as listed above. – Contact City Forester for Details
Street tree Maintenance Fee	YES	\$		\$25 per trees – Contact City Forester for Details
Landscape Maintenance Bond	YES	\$ 5,992		10% of verified cost estimate due prior to release of Financial Guaranty (initial permit received after October 2004)

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 2509, Landscape Design Manual and the appropriate items under the applicable zoning classification.
2. NA means not applicable.
3. Critical items that must be addressed are in bold.
4. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.
5. For any further questions, please contact:

David R. Beschke, RLA  
City of Novi Landscape Architect  
45175 W. Ten Mile Road  
Novi, Michigan 48375-3024  
(248) 735-5621  
(248) 735-5600 fax  
dbeschke@cityofnovi.org

**TRAFFIC REVIEW**



Engineering Advisors

January 21, 2008

Ms. Barbara E. McBeth  
Deputy Director Community Development  
45175 West Ten Mile Road  
Novi, MI 48375-3024

**Re: Novi Corporate Campus Parcel 6 – Preliminary – 1<sup>st</sup> Review**  
SP No. 07-74  
OHM Job No. 163-07-0552

As requested, we have reviewed the preliminary site plan submitted for the proposed Novi Corporate Campus Parcel 6 development. The plans were prepared by Alpine Engineering, Inc. and are dated November 30, 2007.

#### **OHM RECOMMENDATION**

At this time, we recommend approval of the preliminary site plan, subject to the items listed below being corrected prior to final plan submittal.

#### **DEVELOPMENT BACKGROUND**

- The site is currently zoned as OST (Office Service Technology).
- The property contains approximately 3.30 acres.
- The applicant has proposed to build 45,095 SFT (gross) building on subject property.

#### **ROADWAY NETWORK**

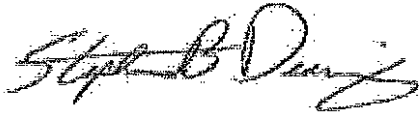
The development is located on Dylan Drive, east of West Park Drive. Dylan Drive is located north of 12 Mile Road and south of the CSX railroad tracks. In the vicinity of the development, West Park Drive is under the jurisdiction of the City of Novi and has a speed limit of 40 MPH. Dylan Drive is also a local road under the jurisdiction of the City of Novi. The applicant is proposing a single driveway at the end of the cul-de-sac on Dylan Drive, as well as a cross-access drive to the west, and a cross-access stub to the north.

#### **SITE PLAN CORRECTIONS**

1. **Consistency of the Information:** We noted that the information provided on Architectural Site Plan does not match that provided on Engineering Site Plan. This includes, but not limited to, MDOT ADA compliant ramp designation, dimensioning of the handicapped parking stalls, etc. Such anomalies should be sought and corrected.
2. **Relocation of the Sidewalk:** The sidewalk to the south of the main entrance drive should be relocated as attached. We noticed significant grade difference causing steeper slope on the sidewalk at its current location.
3. **ADA Ramps:** We noted errors in denoting of the type of ADA compliant ramp at certain locations. The type of ramp provided should be compared against the MDOT Standard Details and denoted correctly.
4. **Parking Stall Dimension:** Typical dimension for the parking stall adjacent to the curbed island, in terms of its width from the face of the curb, should be provided on the site plan.

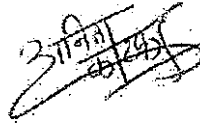
If you have any concerns or questions, please feel free to contact us at 734-522-6711.

Sincerely,  
Orchard, Hiltz & McCliment, Inc.



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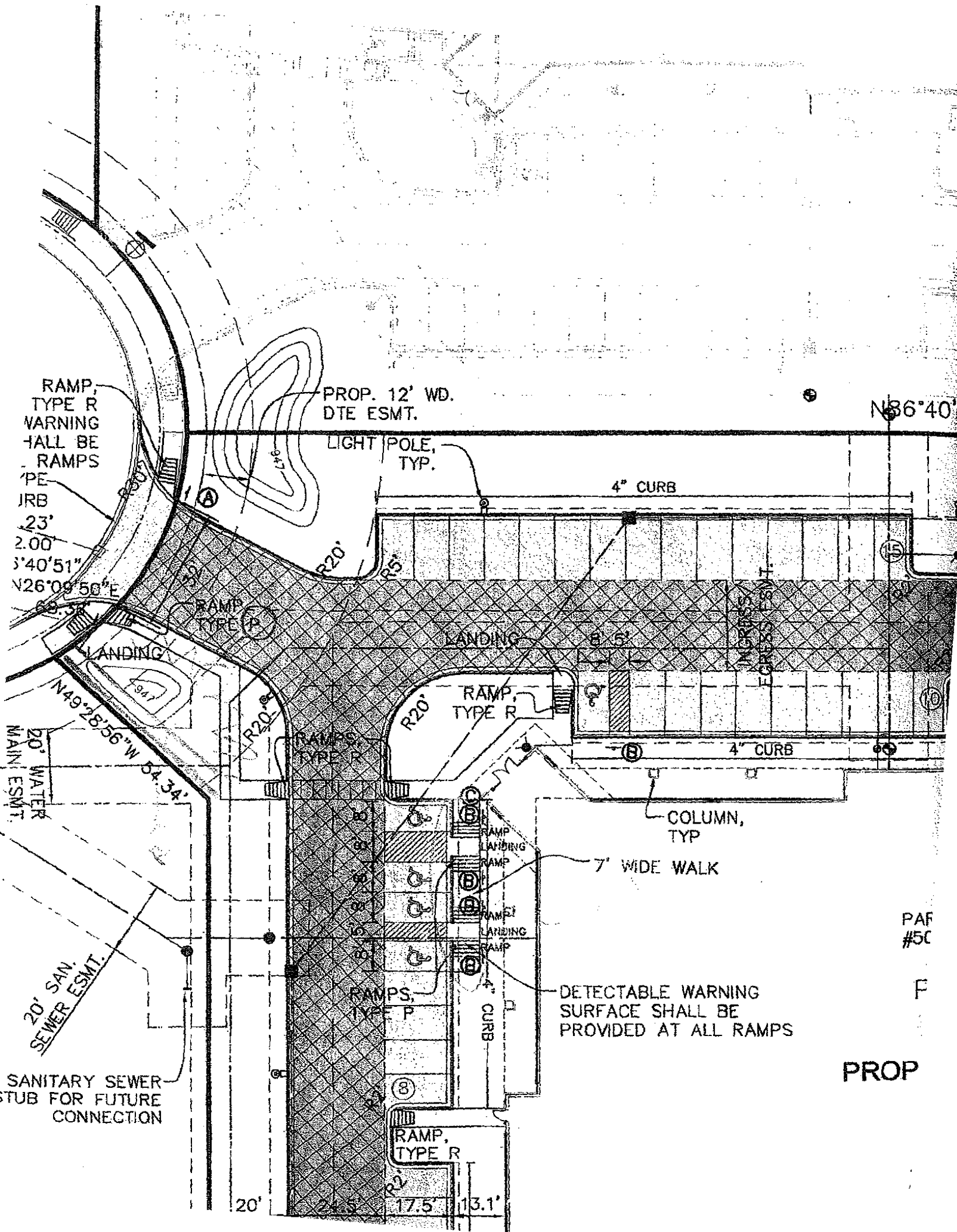
Stephen B. Dearing, P.E., PTOE.  
Manager of Traffic Engineering



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Anita S. Katkar, P.E.  
Traffic Project Engineer





N 86° 40'

PROP. 12' WD. DTE ESMT.

RAMP, TYPE R  
WARNING HALL BE RAMPs

LIGHT POLE, TYP.

4" CURB

23'  
2.00'  
3' 40' 51"  
N 26° 09' 50" E

(A)

RAMP, TYPE P

LANDING

RAMP, TYPE R

20' WATER MAIN ESMT.

RAMP, TYPE P

LANDING

RAMP, TYPE P

LANDING

RAMP, TYPE P

RAMP, TYPE R

COLUMN, TYP

7' WIDE WALK

DETECTABLE WARNING SURFACE SHALL BE PROVIDED AT ALL RAMPs

PAF #5C

F

PROP

SANITARY SEWER STUB FOR FUTURE CONNECTION

20'

(8)

RAMP, TYPE R

17.5'

13.1'

## **ENGINEERING REVIEW**



cityofnovi.org

## **PLAN REVIEW CENTER REPORT**

February 1, 2008

### **Engineering Review**

Novi Corporate Campus, Parcel 6

SP #07-74

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#### **Petitioner**

Amson-Dembs Development Inc.

#### **Review Type**

Preliminary Site Plan

#### **Property Characteristics**

- Site Location: Novi Corporate Campus Parcel 6
- Site Size: 3.3 acres
- Date Received: 1/3/2008

#### **Project Summary**

- Construction of an approximately 45,095 square-foot speculative building and associated parking. Site access would be provided by an approach off of Dylan Drive and a connection to Parcel 7 to the north. An access stub is also proposed to the future development to the west.
- Water service would be provided by an 8-inch extension from the existing 12-inch water main along the north side of Dylan Drive. A 2-inch domestic lead and a 8-inch fire lead will be provided to serve the building, along with three additional hydrants
- Sanitary sewer service would be provided by an 8-inch extension of an existing 8-inch sanitary sewer line along the south side of Dylan Drive.
- Storm water would be collected by a single storm sewer collection system and sent to the existing storm water detention basin located on the north side of the Novi Corporate Campus site.

#### **Recommendation**

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

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**Comments:**

The Preliminary Site Plan meets the general requirements of Chapter 11 and the Storm Water Management Ordinance, 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):

**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.
3. A license Agreement will be required for the retaining wall proposed within the existing water main easement. The agreement shall state that the wall and all site facilities within the influence of the wall that may be removed or damaged in the event the utility requires maintenance will be the responsibility of the property owner to repair or replace. Additionally, a cross-section shall be included with the agreement showing the distance between the wall foundation and the utility. A template agreement is available from the Engineering Department.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
5. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.

**Water Main**

6. Water main extension shall not exceed 800 LF without being looped. Currently, the water main lead to the hydrant along the east side of the property exceeds that limit. If the requirement can not be met, provide water main modeling calculations demonstrating that the required water supply of 4,000 gpm will be available at the most remote point of the proposed system.

**Sanitary Sewer**

7. Provide a note on the Utility Plan and sanitary profile stating the sanitary lead will be buried at least 5 feet deep if a portion of the lead is proposed within the influence of pavement.

**Storm Sewer**

8. It is assumed the storm structure proposed at Wetland Area 'D' is an overflow structure sending storm water northward. If so, a detail of the standpipe as well as all elevations/inverts shall be provided on the next plan submittal.
9. Provide a schedule listing the casting type for each proposed catch basin on the utility plan.

**Storm Water Management Plan**

10. 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.
-

Paving & Grading

11. Label the ADA detectable warning surfaces on all ramps on the site plan.
12. The City standard straight-faced curb (MDOT C-4 curb detail) shall be provided. Revise details accordingly. 12-inch curb is not a City of Novi standard detail. The note on the details sheet currently states 4-inch or 12-inch curb may be used.
13. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls comply with Michigan Barrier-Free regulations.
14. Provide a note on the Grading Plan stating the right-of-way pathway will match existing grades at both ends.
15. Sheet 8 shall be sealed by the design engineer responsible for the retaining wall proposed.

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

16. 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.
17. 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:**

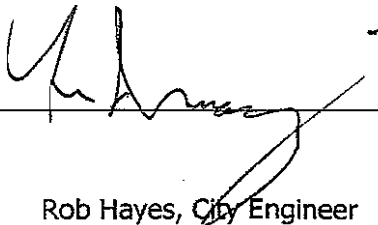
18. A draft copy of the private ingress/egress easement for shared use of the drive entry from Dylan Drive the north and west access points must be submitted to the Community Development Department.
19. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
20. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Community Development Department.
21. A 20-foot wide easement where storm sewer or surface drainage crosses lot boundaries must be shown on the Exhibit B drawings of the Master Deed.

**The following must be addressed prior to construction:**

22. 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.

23. 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.
24. A permit for work within the right-of-way of Dylan Drive must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.
25. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
26. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved.
27. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
28. 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.
29. 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.
30. Permits for the construction of each retaining wall must be obtained from the Community Development Department (248-347-0415).

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



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cc: Rob Hayes, City Engineer  
Karen Reinowski, Community Development Department  
Tina Glenn, Water & Sewer Dept.

**FAÇADE REVIEW**

# METCO SERVICES, INC.

ENGINEERS, ARCHITECTS, & SURVEYORS

23917 Cass St. · Farmington · Michigan · 48335 · (248) 478-3423 · Fax (248) 478-5656

January 31, 2008

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

Attn: Ms. Barb McBeth – Deputy Director Community Development

Re: FACADE ORDINANCE – Preliminary Site Plan Review  
**Novi Corporate Campus, Parcel 6**  
**SP-07-74**  
Façade Region: 2  
Zoning District: OST  
Size: (1) Building – 45,095 sq.ft.

Dear Ms. McBeth:

The following is the Façade Review for preliminary site plan review regarding the drawings prepared by Biddison Architecture, dated 11-30-07 for compliance with Novi Ordinance 2520; the Façade Ordinance. The percentages of materials proposed are as shown below. A "check" by the percentage signifies that the range is within the ordinance guidelines, while an "x" indicates an overage. The maximum percentages allowed by the Schedule Regulating Façade Materials are shown in the right hand column.

Drawings Dated 11-30-07	NORTH FACADE	SOUTH FACADE	EAST FACADE	WEST FACADE	ORDINANCE MAXIMUM
NATURAL BRICK	56% ✓	30% ✓	25% ✓	59% ✓	100%
SPLIT-FACED CMU	35% ✓	68% X	73% X	26% ✓	50%
STANDING SEAM METAL	8% ✓	1% ✓	1% ✓	13% ✓	50%
RIBBED METAL PANEL	1% ✓	1% ✓	1% ✓	2% ✓	25%

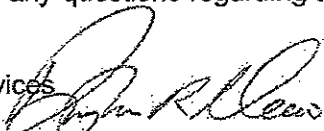
#### Recommendations:

1. The applicant will be required to obtain a section 9 waiver for the overage of Split-Faced C.M.U. on the South and East facade. We are not in favor of this waiver because both facades are designed in such a way that reducing the amount of Split-Faced C.M.U. and increasing (or continuing) the natural brick detailing can be calculated to achieve compliance within reason.
2. No architectural rendering was submitted for the proposed building. The rendering that was submitted for parcel 3 is substantially similar to this project and will be used for reference.
3. The materials for this project will reference the materials board submitted for parcel 3, as a special request approved by the City of Novi, and will use its board for the façade inspection.
4. The trash enclosure utilizes face brick to match the building.

**It is therefore our recommendation that the design does not meet the intent and purpose of the ordinance and a Section 9 Waiver not be granted based on item #1.**

If you have any questions regarding this matter, please contact me at your convenience.

Sincerely,  
Metco Services



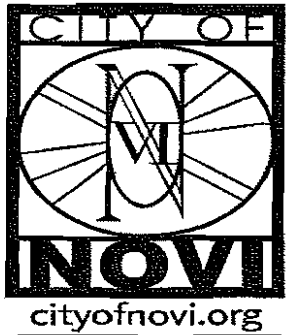
Douglas R. Necci AIA

Z10AK\_PROJECTS06\_NOVI-REVIEWFACADE REVIEWS07-74\_NOVI CORPORATE CAMPUS-PARCEL 6.DOC

January 31, 2008 (4:37PM)



**FIRE REVIEW**



# Novi Fire Department

42975 Grand River Avenue  
Novi, MI 48375

248.349.2162 fax 248.349.1724

January 31, 2008

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

RE: Novi Corporate Campus, Parcel 6, SP07-74, Preliminary Site Plan  
Fire Department Review

Dear Ms. McBeth,

The above plan has been reviewed and is **Recommended for Approval** with the following items being corrected on the next plan submittal.

1. The gate valve controlling the fire protection water main shall be located within a man-well.
2. The applicant is hereby notified that a Rapid Access KNOX Box will be required to be installed on this building. The location of this box shall be coordinated through my office. The box can be ordered directly from the KNOX Company at [www.knoxbox.com](http://www.knoxbox.com). The box shall be a 3200 series box with a hinged door. The applicant can choose either a recessed or surface mount style.

Sincerely,

Michael W. Evans  
Fire Marshal

cc: file

**APPLICANT RESPONSE LETTER(S)**

February 6, 2008

Karen Reinowski, AICP, PCP, Planner  
City of Novi  
45175 W. Ten Mile Road  
Novi, Michigan 48375

Re: Parcel 6  
**Novi Corporate Campus**  
SP #07-74  
Preliminary Site Plan Review

Dear Ms. Reinowski:

This office has reviewed and will address the comments on the following Preliminary Site Plan Review letters:

- **Planning Review Summary Chart** by City of Novi Planner Karen Reinowski dated January 31, 2008.
- **Traffic Review** by City of Novi Plan Review Consultants Stephen B. Dearing, P.E., PTOE, Manager of Traffic Engineering and Anita S. Katkar, P.E., Traffic Engineer from Orchard, Hiltz & McCliment, Inc. dated January 21, 2008.
- **Facade Review** by City of Novi Plan Review Consultant Douglas R. Necci AIA from Metco Services, Inc. dated January 31, 2008.

The comments have been addressed and are as follows:

#### Planning Review Summary Chart

**Item #1:** The parking requirement has been noted by the applicant. If a tenant is secured prior to approval, floor plans will be revised.

**Item #2a:** The site statistics have been revised to read 'OST'.

**Item #2b:** The dumpster and compactor shall be no taller than 5'-0".

**Item #2c:** Cut sheets have been revised to reflect specifications.

**Item #2d:** The photometric plan has been revised so that it is legible. The building uses have been eliminated from the drawing.

**Item #3:** The applicant will seek a Planning Commission waiver of the screening standards.

**Item #4:** Planning Summary Chart

**use/height:** The parking requirement has been noted by the applicant. If a tenant is secured prior to approval, floor plans will be revised.

**barrier free signs:** The location of the sign has been changed as requested.

27750 Stansbury Blvd. Suite 100  
Farmington Hills, MI 48334  
p 248•426•7700 f 248•426•7710

**loading spaces:** An end island has been added.

**dumpster enclosure:** The note to paint the dumpster enclosure has been removed.

**site plan manual:** The applicant will receive an approved land division prior to stamping sets.

**business sign:** The applicant will apply for a sign permit if proposed.

**Item #5:** There are no comments to address in the lighting review chart.

**Item #6:** The applicant will contact the Building Division regarding an address.

#### Traffic Review

**Item #1:** The architectural site plan has been updated to be consistent with the engineering site plan.

**Item #2:** The location of the sidewalk has been revised as indicated

**Item #3:** ADA ramp annotation has been revised as indicated.

**Item #4:** Typical parking stall dimensions have been noted on sheet SP.101


#### Façade Review

**Item #1:** The applicant will be requesting a Section 9 Waiver on the basis that the South and East Facades contain similar material percentages as the elevations on the adjacent approved Parcel 7 building:

South Façade Parcel 6 – CMU @ 68%, North Façade Parcel 7 – CMU @ 69%  
East Façade Parcel 6 – CMU @ 73%, East Façade Parcel 7 – CMU @ 75%

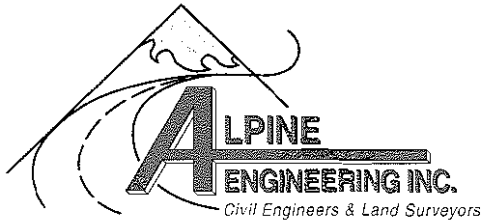
Please contact me if you have any further questions regarding this project.

Sincerely

  
Kevin L. Biddison, AIA  
biddison architecture + design



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p 248•426•7700 f 248•426•7710



46892 West Rd., Suite 109  
Novi, Michigan 48377  
Phone: (248) 926-3701  
Fax: (248) 926-3765  
Web: www.alpine-inc.net

February 6, 2008

Karen Reinowski, AICP, PCP  
City of Novi Planning Department  
45175 West 10 Mile Road  
Novi, Michigan 48375

Re: Novi Corporate Campus Parcel 6  
Preliminary Site Plan Submittal

Dear Mrs. Reinowski:

Alpine Engineering, Inc. has received the preliminary site plan review report, dated January 31, 2008, for above referred project and offers the following comments:

City of Novi Engineering Review dated February 1, 2008

*General*

1. A note will be provided on the final site plan that all work shall conform to the current City of Novi standards and specifications.
2. City standard detail sheets will be provided on the final site plan.
3. A license agreement will be provided for the retaining wall proposed within the water main easement and a cross section will be provided on the final site plan.
4. A construction materials table will be provided on the final site plan.
5. Utility crossing information will be provided on the final site plan.

*Water Main*

6. Water Main modeling will be submitted with the final site plan.

*Sanitary Sewer*

7. A note will be provided on the Utility Plan and sanitary profile stating the sanitary lead will be buried at least 5 feet if a portion of the lead is proposed within the influence of pavement.

*Storm Sewer*

8. The storm structure proposed at wetland 'D' is a temporary end section for drainage purposes. Elevations/inverts will be provided on the final site plan.
9. A casting type schedule will be provided on the final site plan.

*Storm Water Management*

10. Storm Water Management Plan will be designed in accordance with Storm Water Ordinance.

*Paving & Grading*

11. ADA detectable warning locations will be labeled on the final site plan.
12. Curb detail will be revised for the final site plan.
13. Ingress/egress slopes for barrier free access will be provided on the final site plan.
14. A note will be provided on the grading plan stating the right-of-way pathway will match existing grades at both ends.
15. Sheet 8 will be sealed by design engineer.

*Items to be submitted at time of Final Site Plan submittal*

16. A letter will be provided with the final site plan addressing the review items.
17. An itemized construction cost estimate will be provided.

*Items to be submitted at time of Final Site Plan Stamping set submittal*

- 18-21. Draft copies of easements will be provided with the final site plan.

*Items to be addressed prior to construction*

- 22-30. Items to be addressed prior to construction.

City Landscape Review dated January 14, 2008

*Irrigation*

1. Irrigation and cost estimate will be provided with the FSP.

Environmental Consulting & Technology, Inc. Wetland review dated January 31, 2008

1. Soil erosion and sedimentation control plan and grading plan will be provided on final site plan.

Environmental Consulting & Technology, Inc. Woodland review dated January 31, 2008

1. Soils conditions will be provided on the Soil Erosion and Sedimentation plan and will be noted on Sheet L-2.
2. A preservation statement is shown in the woodland protection detail.
3. The two remaining trees are located off-site but included in the survey. These trees will not be affected by changes in drainage patterns as the slope towards them will remain the same and run-off will continue to slope past them.
4. Woodland replacement designations will be revised to only include trees outside of any utility easements and also trees located on the property perimeter to exclude potential conflicts with the proposed building. Also, *Carpinus betula* will be excluded as a woodland replacement tree.

OHM review letter dated January 21, 2008

1. Architectural site plan will be coordinated with engineering site plan for final site plan submittal.
2. Sidewalk will be relocated to the south of the main entrance on the final site plan.
3. ADA ramp types will be revised as necessary on the final site plan.
4. Typical dimension for parking stalls adjacent to curbed islands will be provided on the final site plan.

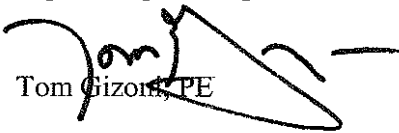
February 6, 2008  
Novi Corporate Campus Parcel 6  
Preliminary Site Plan  
Page 3 of 3

City of Novi Fire Department Review dated January 31, 2008

1. The fire protection main will be located within a man-well and will be noted on final site plan.
2. A rapid access KNOX box will be provided and coordinated with the fire department.

If you have any questions feel free to call (248) 926-3701.

Regards,  
Alpine Engineering Inc.

  
Tom Gizon, PE

Cc: General Development, LLC



**EXCERPT OF PLANNING COMMISSION MINUTES  
AUGUST 22, 2007  
NOVI CORPORATE CAMPUS #7 – SECTION 9 WAIVER**

**PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, AUGUST 22, 2007 7:00 PM  
COUNCIL CHAMBERS - NOVI CIVIC CENTER  
45175 W. TEN MILE, NOVI, MI 48375  
(248) 347-0475**

**CALL TO ORDER**

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

**ROLL CALL**

**Present:** Members Brian Burke, Victor Cassis, Andrew Gutman, Michael Lynch, Michael Meyer, Wayne Wrobel

**Absent:** Members John Avdoulos (excused), Mark Pehrson (excused)

**Also Present:** Stephen Rumble, Community Development Director; Barbara McBeth, Deputy Director of Community Development; Kristen Kapelanski, Planner; David Beschke, Landscape Architect; Ben Croy, Civil Engineer; Alan Hall, Façade Consultant; Doug Necci, Façade Consultant; Kristin Kolb, City Attorney

**PUBLIC HEARING**

**1. NOVI CORPORATE CAMPUS PARCEL 7, SP07-23**

The Public Hearing was opened on the request of Amson Dembs Development, for Preliminary Site Plan, Wetland Permit, Woodland Permit, and Storm Water Management Plan approval. The subject property is located in Section 9, north of Twelve Mile, east of West Park Drive, located in the Novi Corporate Campus Development, in the OST, Office Service Technology District. The subject property is approximately 3.5 acres and the Applicant is proposing to build a 47,547 square-foot speculative office/warehouse building.

Planner Kristen Kapelanski said the property is located on the east end of Dylan Drive, east of West Park Drive and north of Twelve Mile. There is a detention pond to the north. The former Steelcrete buildings are to the east. Vacant Novi Corporate Campus parcels are to the west and south. The subject site and those to the north and west are zoned OST. The sites to the south and east are General Industrial. The Master Plan for Land Use recommends office uses for the subject property and those surrounding it.

There are wetlands and buffer areas that are proposed to be filled as part of the project. A non-minor Wetland Permit is required. The Wetland Consultant recommends approval of the plan, with minor items to be addressed at the time of Final Site Plan submittal. There are woodlands to the north of the site. One acre of woodlands will be affected by this plan, but the Woodland Consultant recommends approval of the plan subject to the Applicant showing the locations of the replacement woodlands.

The Planning Review indicates that the Applicant is generally in compliance with the Ordinance. Adequate screening of the loading area must be designed or the Applicant should seek a Waiver of this requirement.

The Landscape Review recommended approval.

The Applicant is seeking a Section Nine Façade Waiver for the excess split-faced CMU is proposed. The Façade Consultant suggested that the Applicant change the material to be within the allowable limits. The Planning Commission can add a Waiver of this requirement to their motion if they desire.

The Traffic Review, Engineering Review and Fire Department Review all approved of the plan with minor items to be addressed at the time of Final Site Plan submittal.

Larry Stobie was present at the Planning Commission on behalf of the Applicant.

No one from the audience wished to speak and no correspondence was received so Chair Cassis closed the Public Hearing.

Member Gutman confirmed that the Applicant wants a Section Nine Façade Waiver.

Alan Hall, Façade Consultant said this Region Two property allows only 50% CMU product. Two elevations exceed that percentage. This property has been rezoned up to Office, and while there are Industrial buildings in the park, the Façade Consultant believed that the Planning Commission should consider whether this OST-zoned building should be upgraded to have less CMU. Aesthetically, the building is fine.

Member Gutman asked about the screening issue. Mr. Stobie explained that the Waiver request would be for the area that is facing the woodland and wetland area.

Member Lynch wondered if it makes sense to grant the Section Nine Waiver. Does the park look the way it's supposed to? Mr. Hall responded that the building has less CMU than the Industrial-zoned buildings, and its percentage is well within the context of the park.

Member Meyer asked about the River Birch tree listed as a replacement tree for the site. The review letter stated that the species isn't normally found in Michigan woodlands. The Applicant agreed to adjust that species.

Chair Cassis thought the façade material was acceptable. CMU does not diminish the appearance of a building.

Moved by Member Gutman, seconded by Member Wrobel:

**ROLL CALL VOTE ON NCC #7, SP07-23, PRELIMINARY SITE PLAN MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER WROBEL:**

**In the matter of Novi Corporate Campus #7, SP07-23, motion to approve the Preliminary Site Plan subject to: 1) A Planning Commission Waiver of the screening requirements of the loading area; 2) The Applicant depicting tree location and showing the intent of previously required mitigation trees; 3) The Applicant providing replacement tree locations that conform to the intent of Ordinance; 4) The Planning Commission granting a Section Nine Façade Waiver as it is a nice representation of the campus; and 5) The conditions and items listed in the Staff and Consultant review letters being addressed on the Final Site Plan; for the reason that the plan is in compliance with the Master Plan. *Motion carried 6-0.***

Moved by Member Gutman, seconded by Member Wrobel:

**ROLL CALL VOTE ON NCC #7, SP07-23, WOODLAND PERMIT MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER WROBEL:**

**In the matter of Novi Corporate Campus #7, SP07-23, motion to approve the Woodland Permit subject to: 1) The Applicant depicting tree location and showing the intent of previously required mitigation trees; 2) The Applicant providing replacement tree locations that conform to intent of Ordinance; and 3) The conditions and items listed in the Staff and Consultant review letters being addressed on the Final Site Plan; for the reason that the plan is otherwise in compliance with the Woodland Ordinance. *Motion carried 6-0.***

Moved by Member Gutman, seconded by Member Wrobel:

**ROLL CALL VOTE ON NCC #7, SP07-23, WETLAND PERMIT MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER WROBEL:**

**In the matter of Novi Corporate Campus #7, SP07-23, motion to approve the Wetland Permit subject to the conditions and items listed in the Staff and Consultant review letters being addressed on the Final Site Plan; for the reason that the plan is in compliance with the Wetland Ordinance. *Motion carried 6-0.***

Moved by Member Gutman, seconded by Member Wrobel:

**ROLL CALL VOTE ON NCC #7, SP07-23, STORMWATER MANAGEMENT PLAN MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER WROBEL:**

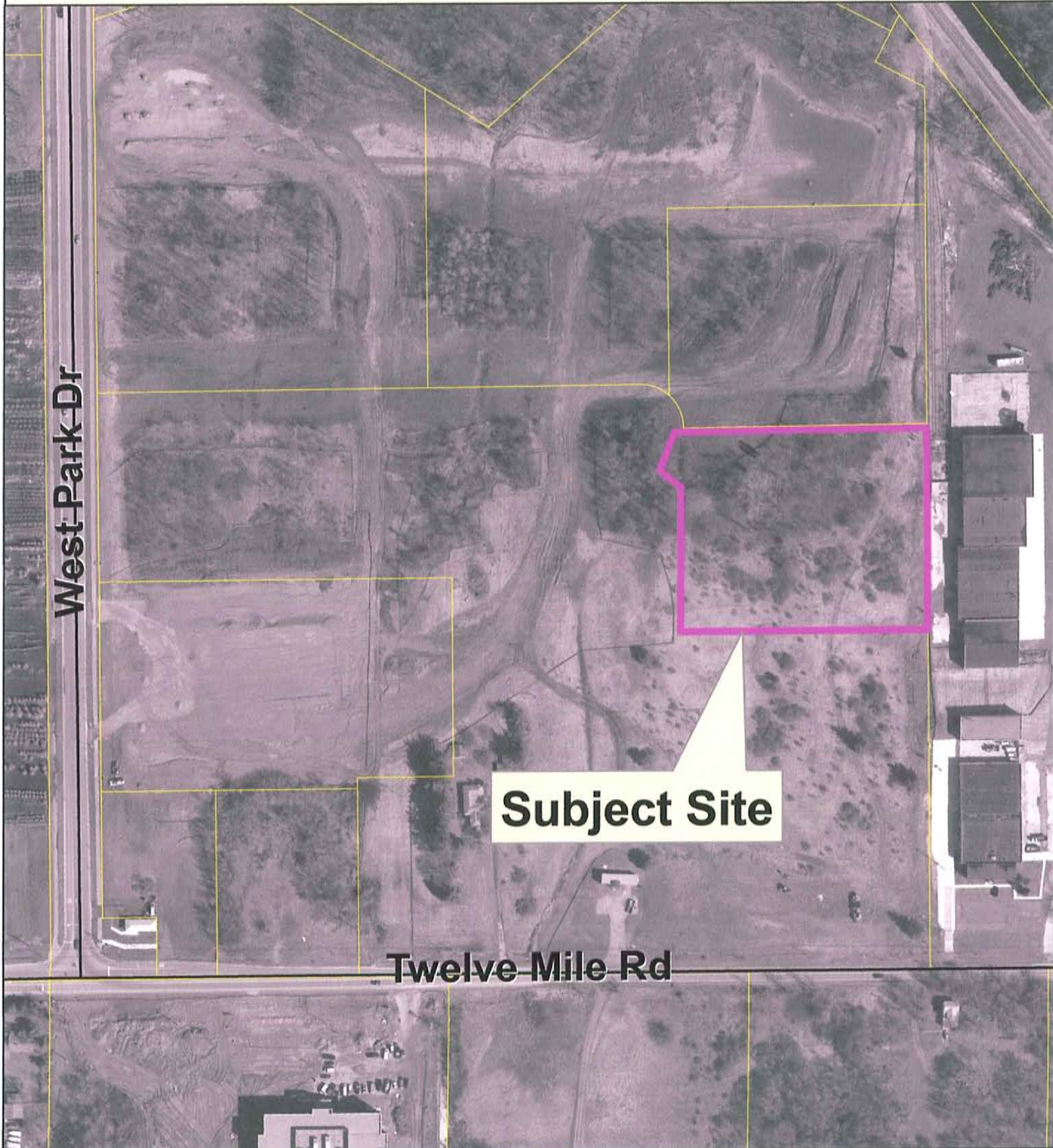
**In the matter of Novi Corporate Campus #7, SP07-23, motion to approve the Storm Water Management Plan subject to the conditions and items listed in the Staff and Consultant review letters being addressed on the Final Site Plan; for the reason that the plan is otherwise in compliance with the Stormwater Management Ordinance. *Motion carried 6-0.***

**MAPS**

**Location/Air Photo  
Zoning  
Future Land Use  
Wetlands  
Woodlands**

# 07-74 Novi Corporate Campus #6

## Location Map



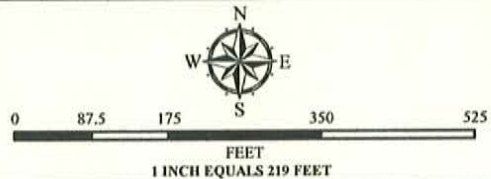
West Park Dr

**Subject Site**

Twelve Mile Rd



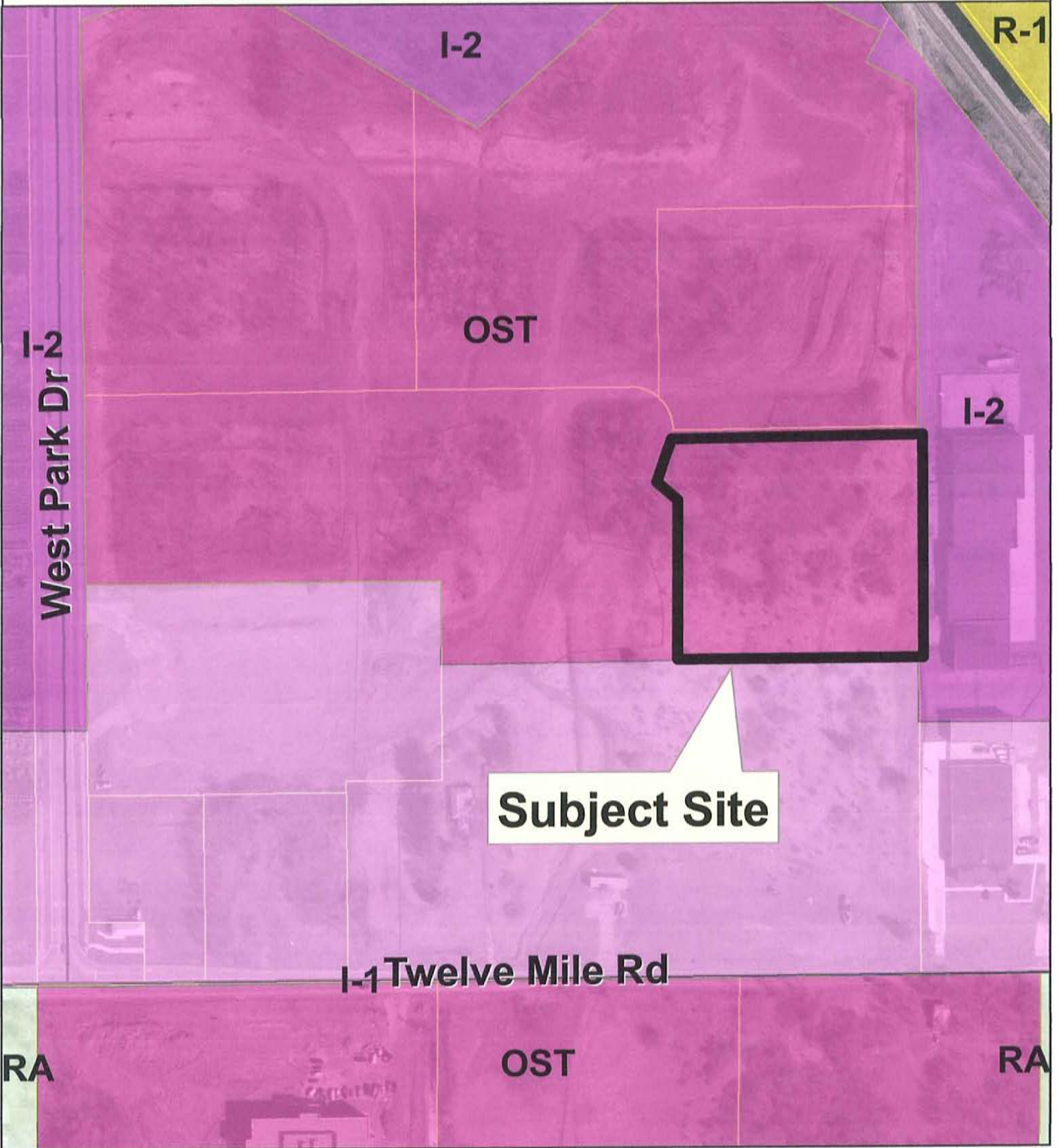
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# SP07-74 Novi Corporate Campus #6

## Zoning Map



**Subject Site**



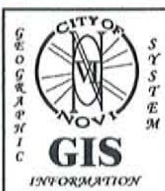
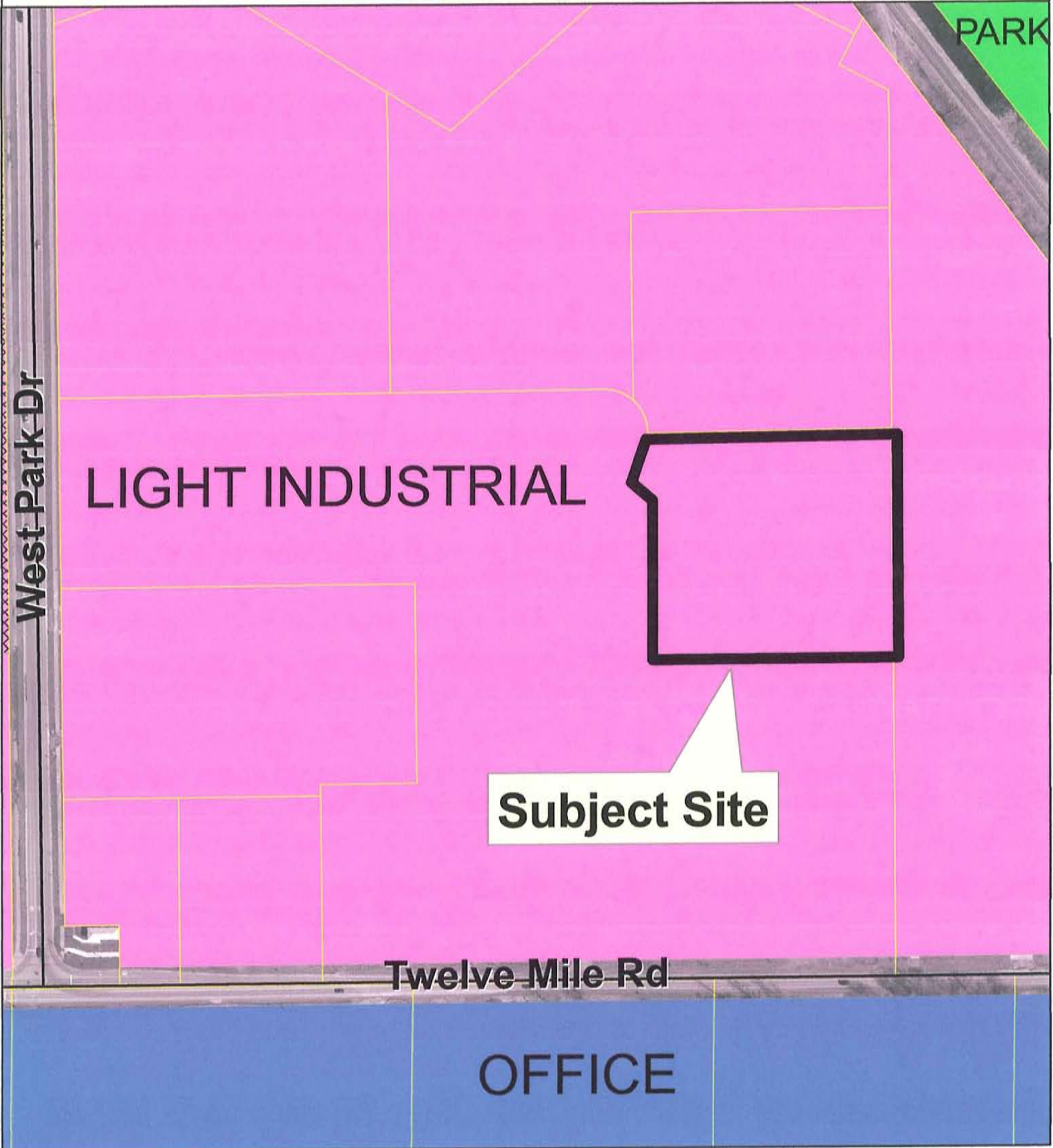
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SP07-74 Novi Corporate Campus #6  
Future Land Use Map



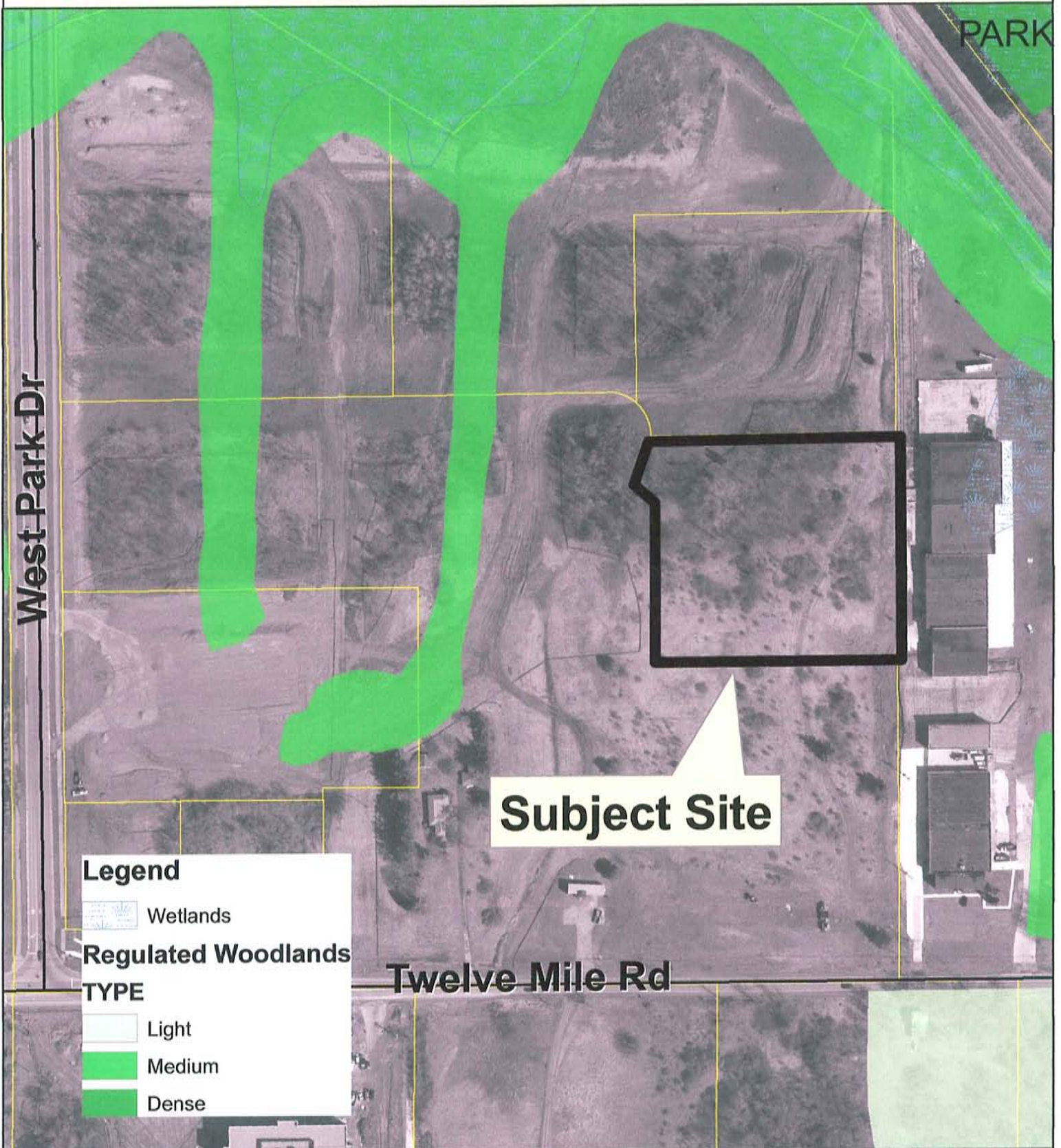
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SP07-74 Novi Corporate Campus #6  
Woodlands and Wetlands Map



**Legend**

Wetlands

**Regulated Woodlands**

**TYPE**

Light

Medium

Dense

**Subject Site**

**Twelve Mile Rd**



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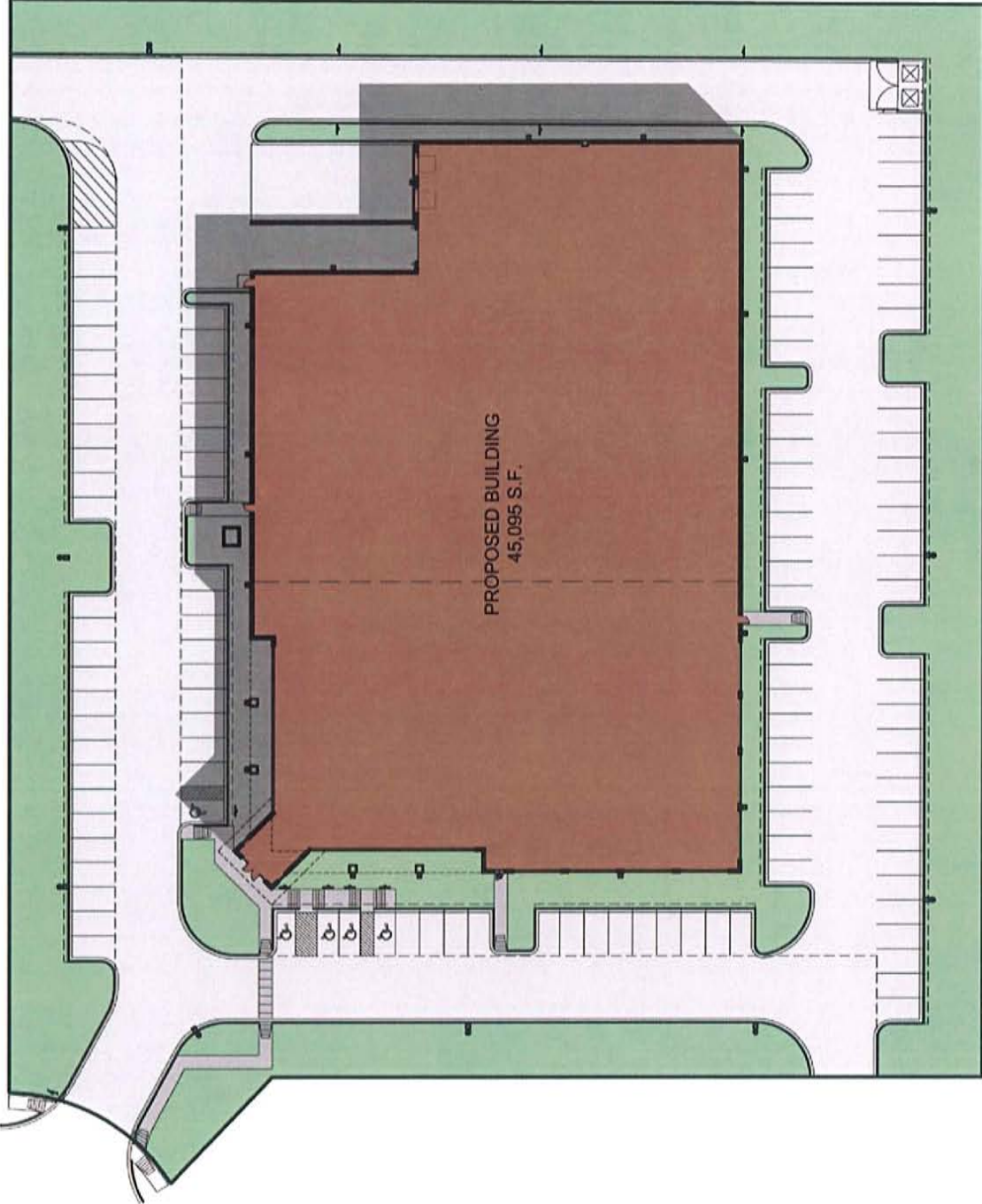
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**REDUCED SITE PLAN**

**biddison |**  
**architecture + design**

27750 Stansbury Blvd, Suite 100  
Farmington Hills, MI 48334  
1.248.428.7700 1.248.428.7710



**Project title**

PROPOSED BUILDING FOR:  
**NOVI COPORATE  
CAMPUS, LLC**

PARCEL 6 OF 'NOVI CORPORATE CAMPUS'

**Sheet title**

**SITE  
PLAN**



**Issued dr/ch**

PRELIMINARY  
SITE PLAN SUBMITTAL 11.30.07