



cityofnovi.org

## CVS 43600 Gen-Mar SP 10-33

### **CVS 43600 GEN-MAR SITE PLAN NO. 10-33**

Consideration of the request of CVS Pharmacy, for Preliminary Site Plan and Storm Water Management Plan approval. The subject property is located at 43600 Gen-Mar Drive west of Novi Road and south of the CSX Railroad in the I-1, Light Industrial district in Section 23. The subject property is 7.16 acres and the applicant is proposing to add about 7,900 square feet of office within an existing warehouse building and add 21 net parking spaces.

### **Required Action**

Approve/deny the Preliminary Site Plan and Storm Water Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	8/9/10	<ul style="list-style-type: none"><li>• Planning Commission approval of parking in the front yard</li><li>• Planning Commission approval of reduced parking requirements</li><li>• Minor items to be addressed at time of Final Site Plan submittal</li></ul>
Landscaping	Approval Recommended	8/6/10	<ul style="list-style-type: none"><li>• Minor items to be addressed at time of Final Site Plan submittal</li></ul>
Traffic	Approval Recommended	7/28/10	<ul style="list-style-type: none"><li>• Extend new side to existing sidewalk</li><li>• Remove 7 foot wide parking space</li><li>• Remove bumper blocks from outer 2 barrier free parking spaces</li><li>• Minor items to be addressed at time of Final Site Plan submittal</li></ul>
Engineering	Approval Recommended	8/10/10	<ul style="list-style-type: none"><li>• Minor items to be addressed at time of Final Site Plan submittal</li></ul>
Façade	Meets requirements	8/5/10	
Fire	Approval Recommended	8/9/10	

August 25, 2010

## Motions

### Approval – Preliminary Site Plan

In the matter of CVS 43600 Gen-Mar, SP10-33, motion to **approve** the Preliminary Site Plan, subject to the following:

- a. The Planning Commission finds that parking in the front yard between the building and the minimum setback line is acceptable because:
  - 1) The development is over 2 acres;
  - 2) Parking does not extend into the required setback of 40 feet;
  - 3) Parking does not occupy more than 50% of the area between the building and the setback;
  - 4) The parking area will be adequately screened; and
  - 5) The parking lot and lighting will be compatible with the area.
- b. Planning Commission approval to calculate the warehouse parking requirement at one space per 1700 square feet because the applicant has:
  - 1) Provided room to bank 16 additional parking spaces; and
  - 2) The applicant has demonstrated that their business will not need the additional parking spaces;
- c. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- d. *(additional conditions here if any)*

for the following reasons...*(because it is otherwise in compliance with Article 19, Section 2400 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance).*

### Approval – Storm Water Management Plan

In the matter of CVS 43600 Gen-Mar, SP10-33, 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;
- 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 CVS 43600 Gen-Mar, SP10-33, motion to **deny** the Preliminary Site Plan, for the following reasons... *because it is not in compliance with Section \_\_\_\_\_ of the Zoning Ordinance.*)

**Denial Storm Water Management Plan**

In the matter of CVS 43600 Gen-Mar, SP10-33, motion to **deny** the Storm Water Management Plan, for the following reasons...*(because it is not in compliance with Chapter 11 of the Code of Ordinances.)*

**PLANNING REVIEW**



## PLAN REVIEW CENTER REPORT

August 9, 2010

**Planning Review**  
CVS 43600 Gen-Mar  
SP 10-33

---

### **Petitioner**

CVS Pharmacy

### **Review Type**

Preliminary Site Plan

### **Property Characteristics**

- Site Location: North side of Gen-Mar Drive west of Novi Road and south of the CSX Railroad
- Site Size: 7.16 acres
- Zoning: I-1, Light Industrial
- Surrounding Zoning: North: TC-1, Town Center; East, South and West: I-1
- Surrounding Land Uses: North: CSX Railroad and further north a cement plant; East, South and West: light industrial and warehouse uses
- School District: Novi Community School District
- Proposed: Office expansion (internal) and parking lot expansion
- Plan Date: July 19, 2010

### **Project Summary**

The applicant, CVS Pharmacy, is proposing to add about 7,900 square feet (for 10,476 total) of office space within the existing warehouse building and to build 21 net additional parking spaces to serve the new office areas.

### **Recommendation**

The Preliminary Site Plan is **recommended** for approval subject to obtaining Planning Commission acceptance of parking in the front yard, Planning Commission approval of reduced parking requirements and banked parking, and making the minor corrections on the Final Site Plan.

**Comments:**

The Preliminary Site Plan was reviewed under the general requirements of Article 19, Light Industrial District and Section 2400, the Schedule of Regulations of the Zoning Ordinance, and other sections of the ordinance, as noted. Please see the attached chart for information pertaining to ordinance requirements. Applicable sections of the Zoning Ordinance and other regulatory documents are highlighted on the attached chart. Items in **bold** below must be addressed by the applicant and/or Planning Commission before Preliminary Site Plan approval may be granted. Items underlined need to be addressed at the time of Final Site Plan Review:

**1. Schedule of Regulations** The plans demonstrate general compliance with the standards of Section 2400, the Schedule of Regulations, relating to building and parking setbacks and maximum building height except for placing parking in front of the building. Parking in the I-1 District is generally not permitted in the front yard between the building and the right-of-way line. Section 2400 footnote h permits the Planning Commission to approve front yard parking to this requirement if the following conditions are met and the Planning Commission finds the parking acceptable:

- The development is at least 2 acres in area (*meets requirements - site is 7.1 acres*);
- The parking lot does not extend into the minimum front yard setback (*meets requirements - existing parking is setback 40 feet from the right-of-way and the proposed parking is setback 115 feet*);
- The parking lot does not occupy more than 50% of the area between the required setback and the building (*appears to meet requirements - occupies about 31% - applicant is asked to provide detailed calculations*);
- The parking area is screened from the public right-of-way by a 2.5 foot tall landscape berm or screen wall (*partially meets requirement applicant is asked to **extend the proposed berm to screen all of the proposed parking spaces***); and
- The Planning Commission finds that the parking lot and lighting are compatible with the surrounding area (*the Planning Staff believes the proposal is compatible with the area since it is surrounded by a railroad and other light industrial and warehouse uses*).

The **applicant is seeking a Planning Commission determination that the front yard parking is acceptable**. The Planning Staff supports a determination that the front yard parking is acceptable.

**2. Parking Spaces** (Sections 2505.14.d.(2) and e.(2)(i. and ii.) Based on one parking space per 222 square feet of gross leaseable general office area and one parking space per 700 square feet of usable floor space warehouse area, the standard parking space requirement is 138 parking spaces. Upon approval by the Planning Commission, the off-street parking for warehouses may be reduced to five spaces plus one space for every seventeen hundred (1700) square feet of usable floor area,

provided that a surplus area is provided on the site to accommodate the construction of additional off-street parking to fulfill the standard parking requirements, if needed. Using the latter calculation, the parking requirement is reduced by 48 spaces to 90 spaces. The applicant proposes to provide 125 parking spaces, 13 short of the standard requirement and to provide room to bank 16 spaces for a total of 141 spaces. The applicant **seeking Planning Commission approval to reduce the parking requirement and provide banked parking spaces as proposed**. The Planning Staff supports reducing the parking space requirement to the 125 proposed spaces with space provided for an additional 16 parking spaces. Parking space and access aisle dimension meet the City's requirements. The parking space adjacent to the north side of the new parking lot aisle does not meet the 9 foot width requirement. The applicant is asked to **remove the parking space** since the proposed plan includes a total of three extra parking spaces and **increase the width of the adjacent parking lot island**.

### 3. Other Issues

- **Minor Items** See the attached Planning Review Summary Chart for a detailed list of minor corrections to be completed on the Final Site Plan submittal.
- **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. Contact Sarah Marconi for a sample checklist or to schedule a Pre-Construction Meeting at 248-347-0430 or smarchioni@cityofnovi.org.

4. **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.

Please contact Mark Spencer at (248) 735-5607 or [m Spencer@cityofnovi.org](mailto:m Spencer@cityofnovi.org) with any questions or concerns.



Prepared by Mark Spencer, AICP, Planner

Attachment: Planning Review Chart

**PLANNING REVIEW SUMMARY CHART**

Review Date: 8/9/10  
 Project Name: CVS Pharmacy 43600 Gen-Mar  
 Project description: Office floor space expansion and parking lot expansion  
 Plan Date: 7/19/10

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	I-1, Light Industrial	No change proposed	Yes	
Uses Permitted (1901) and Subject to Special Conditions when adjacent to residential (1902)	Office and Warehousing	Office and Warehousing (not adjacent to residential)	Yes	
Building Height (Section 2400, Schedule of Regulations & 2503.2.E)	40 ft.	No change proposed	Yes	
<b>Building Setback</b>				
Front (2400 & 2908) South	40 ft.	No change proposed	Yes	
Side east (2400 & 2908)	20 ft.	No change proposed	Yes	
Side west (2400 & 2908)	20 ft.	No change proposed	Yes	
Rear north (2400 & 2908)	20 ft.	No change proposed	Yes	
<b>Parking Setback</b>				
Front south (2400 h)	40 ft. No off-street parking between building the property line and the front building facade Planning Commission may permit if: (1) development of at least two acres;	40 ft. existing additional proposed at 115 ft. located between building and ROW occupies about 31% of area  Over 2 acres	<b>No</b>	<b>Remove parking from the front yard, seek a ZBA variance or seek a Planning Commission determination that parking between front of building and front setback line is acceptable</b>  <u>Provide lot area on the plan</u>



Item	Required	Proposed	Meets Requirements?	Comments
	<p>(2) The parking area does not extend into the minimum required front yard setback</p> <p>(3) The parking area does not occupy more than fifty (50) percent of area between the minimum front yard setback line and building facade setback line.</p> <p>(4) The parking area is screened from all public rights-of-way by an ornamental, brick-on-brick, wall or landscaped berm that is two and one-half (2 1/2) feet in height (as measured from the parking lot surface) and which is designed in accordance with Sections 2514 and 2509-8; and</p> <p>(5) The Planning Commission finds that the parking area and lighting is compatible with surrounding development.</p>	<p>Berm proposed but does not extend the full distance of the proposed parking expansion</p> <p>Lighting plan not submitted</p>		<p><u>Provide all setback dimensions on the plan Label ROW</u></p> <p><u>Provide calculations indicating parking lot less than 50% of area between building and required setback</u></p> <p><b>Extend berm to the east to screen all new parking spaces (staff recommendation) or obtain a variance from the ZBA</b></p> <p><u>Provide outdoor lighting plan with Final Site plan</u></p>

Item	Required	Proposed	Meets Requirements?	Comments
Side east exterior (2400)	10 ft.	18 ft. existing	Yes	
Side west (2400)	10 ft.	150 +/- ft.	Yes	
Rear north (2400)	10 ft.	Over 200 ft.	yes	
Number of Parking Spaces (2505.14.d.(2) and e.(2)(I and ii))	<p>Office 1/222 sq. ft. Warehouse 1/700 sq. ft.</p> <p>Planning Commission may permit 5 spaces plus 1/1700 sq. ft. for warehouse use provided space exists on the site to accommodate the construction of additional off-street parking to fulfill the requirements</p> <p>Office 10476 sq. ft./222=47.2 spaces Warehouse 63772 sq. ft./700=91.1 spaces</p> <p>Total requirement = 138 spaces</p> <p>Alternative if approved by Planning Commission 63772/1700= 37.5 + 5 43 = spaces</p> <p>Total Alternative requirement = 90 spaces</p>	<p>125 spaces proposed</p> <p>104 current 21 additional 16 banked 141 Total</p>	No	Provide additional 13 spaces, seek ZBA variance or seek Planning Commission approval to calculate parking for the warehouse at one space per 1700 sq. ft. provided additional spaces are banked (Staff recommended option)

Item	Required	Proposed	Meets Requirements?	Comments
Parking Space Dimensions and Maneuvering Lanes (2506)	9 ft. x 19 ft. parking space dimensions and 24 ft. wide two-way drives. 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping. Min. 22 ft. two-way drives permitted with no adjacent parking – min. 12 ft. one way drives permitted with no adjacent parking – required fire lanes must be min. 18 ft. wide.	Restriped 9 ft. x 19 ft. spaces New 9 ft. x 17 ft. spaces adjacent to landscaping and raised 7 ft. sidewalk with 24 ft. aisles  Except restriped existing space north of new parking aisle and barrier free due to bumper block locations (see Traffic Review for detailed discussion)	Yes/No	Redesign or relocate islands, aisles and parking spaces where new parking lot aisle intersects existing parking, remove parking space adjacent to north side of aisle and increase the width of the end island (staff recommendation), or obtain a ZBA variance for a reduced width parking space  <u>Provide restriped parking space dimensions on plan</u>
End Islands (Section 2506.13)	End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3 ft. shorter than the adjacent parking stall as illustrated in the Zoning Ordinance.	Two new raised islands proposed appear to meet requirements	Yes?	<u>Provide island dimensions</u> <u>Label curve radius</u>
Barrier Free Spaces (Barrier Free Code)	5 barrier free spaces required: 3 standard barrier free, 2 van accessible.	1 standard & 4 van accessible barrier free spaces	Yes	
Barrier Free Space Dimensions (Barrier Free Code)	8 ft. wide with a 5 ft. wide access aisle for standard barrier free spaces, and 8 ft. wide with an 8 ft. wide access aisle	9 ft. wide with 5 ft. and 8 ft. access aisles provided	Yes	<u>Barrier free spaces may be reduced in width to 8 ft.</u>

Item	Required	Proposed	Meets Requirements?	Comments
	for van accessible spaces			
Barrier Free Signs (Barrier Free Design Graphics Manual)	One sign for each accessible parking space.	Sign locations provided	Yes	
Exterior lighting (Section 2511) Planning Commission can determine that outdoor lighting required to provide safe ingress and egress	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	Not included – one light pole depicted on plan	Yes	<u>Submit photometric and lighting plan details in accordance with Section 2511 with Final Site Plan</u>
Roof top equipment and wall mounted utility equipment (Section 2503.2.E.(1))	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	None proposed	Yes	<u>If any roof top equipment proposed it must be screened and depicted on the Final Site Plan</u>
Sidewalks (City Code Section 11-276(b))  Building Code	A 5'-8' wide sidewalk shall be constructed along all arterial and collector roads except in industrial districts  Building exits must be connected to sidewalk system or parking lot.	No sidewalk adjacent to road proposed and not required  Building exists connected by sidewalk to parking lot	Yes	
Pedestrian Connectivity	The Planning Commission shall consider the following factors in exercising its discretion over site plan approval ... Whether the traffic	Sidewalk adjacent to new parking provided but not connected to existing sidewalk	Yes/No	<u>Connect new sidewalk to existing sidewalk to the east</u>

Item	Required	Proposed	Meets Requirements?	Comments
	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)).			
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).		Yes	

Prepared by Mark Spencer, AICP (248) 735-5607

## LANDSCAPE REVIEW



## **PLAN REVIEW CENTER REPORT**

August 6, 2010

### **Preliminary Landscape Review**

CVS Gen Mar – SP#10-33

#### **Review Type**

Preliminary Landscape Review

#### **Property Characteristics**

- Site Location: Gen Mar
- Site Zoning: I-1 Light Industrial
- Plan Date: 7/19/2010

#### **Recommendation**

**Approval of the Preliminary Site Plan for SP#10-33 CVS Gen Mar is recommended.** Please address all other minor comments on the Stamping Set Submittal.

#### **Ordinance Considerations**

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

1. A 3' tall berm is required along the Gen Mar right-of-way. The berm has been provided adjacent to the parking area where possible. Existing mature evergreens have been preserved.
2. Twenty five foot clear vision areas have been provided as required.

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

1. Existing trees to remain meet street tree requirements. No additional trees are required.

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

1. Interior parking landscape area has been provided.
2. Parking lot canopy trees have been provided.

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

1. No exterior building alterations are proposed.

#### **Plant List (LDM)**

1. The Plant List as provided meets the requirements of the Ordinance and Landscape Design Manual. A note should be added stating that all plantings will have a two year warranty period. Estimated costs have been calculated based upon the City of Novi's standard cost figures.

**Planting Notations and Details (LDM)**

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

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

1. Existing site irrigation will be modified to suit the proposed additions.

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.

  
Reviewed by: David R. Beschke, RLA



### **Financial Requirements Review**

To be completed at time of Final Site Plan Review.

Item	Amount	Verified	Adjustment	Comments
Full Landscape Cost Estimate	\$ 7,435			Includes street trees. Does not include irrigation costs.
Final Landscape Review Fee	\$ 111.52			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	\$ 7,435		Does not include street trees. Includes irrigation.
Landscape Financial Guaranty	YES	\$ 11,152.50		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	\$ 446.10		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	\$ 66.91		This fee is 15% of the Landscape Inspection Fee. This cash or check is due prior to the Pre-Construction meeting.
Transformer Financial Guarantee	NO	\$ 0		\$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	NO	\$ 0		\$400 per tree.
Street Tree Inspection Fee	NO	\$ 0		6% of the Street Tree Bond as listed above.
Street tree Maintenance Fee	NO	\$ 0		\$25 per tree.
Landscape Maintenance Bond	YES	\$ 743.50		10% of verified cost estimate due prior to release of Financial Guaranty.

TRAFFIC REVIEW

July 28, 2010

Barbara McBeth, AICP  
Deputy Director of Community Development  
City of Novi  
45175 W. Ten Mile Rd.  
Novi, MI 48375



**SUBJECT: CVS Office & Parking Expansion, 43600 Gen Mar,  
Preliminary Site Plan, SP#10-33, Traffic Review**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

### Recommendation

We recommend approval, subject to the issues shown below in **bold** being satisfactorily addressed on the final site plan.

### Project Description

What is the applicant proposing?

1. The applicant, CVS Pharmacy, proposes to construct a new office building at the southeast corner of the existing building. Per the attached aerial photo, the facility would occupy the footprint of the existing office wing, plus a portion of the existing main (warehouse) building. A new, 24-space parking lot would be built south of the office facility and parking spaces in the existing lot to the east would be reconfigured.
2. North of the warehouse, the applicant proposes to (a) re-stripe existing parking spaces adjacent to the building, and (b) land-bank a possible future parking lot extension containing 16 spaces. **The applicant should be asked to comment on the fact that the attached aerial photo shows areas containing both existing and possible future striped parking spaces being used for semi-trailer parking instead of typical passenger-sized vehicles.**

### Trip Generation

How much new traffic would be generated?

3. We estimate that the proposed new office facility would generate a net increase of about 62 one-way weekday trips, six during the AM peak hour and 7 during the PM peak hour.

### Vehicular Access Locations

Do the proposed driveway locations meet City spacing standards?

4. No new access drives are proposed.

### Vehicular Access Improvements

Will there be any improvements to the public road(s) at the proposed driveway(s)?

5. No, and none are warranted.

### Driveway Design and Control

Are the driveways acceptably designed and signed?

6. Not relevant.

### Pedestrian Access

Are pedestrians safely and reasonably accommodated?

7. To improve the safety of pedestrian movements between the south building entrance and the east parking lot, **the new sidewalk along the north edge of the new parking lot should be extended 7 ft east to intersect the existing north-south sidewalk.**

### Parking and Circulation

Are parking spaces appropriately located and designed? Can vehicles safely and conveniently maneuver through the site?

8. While the parking spaces along the north side of the new south lot are an acceptable 17 ft long to the face of the walk, **the three barrier-free (B-F) spaces are an unacceptable 15 ft long to the face of the (unlabeled) bumper blocks. It is also unclear whether or not those bumper blocks would be limited to the 4-inch height required to permit less than 19-ft-long parking spaces.** Given the full sidewalk height on the high side of the two outer B-F spaces, we believe that the bumper blocks for those two spaces can be deleted. At the center B-F space, however, a 4-inch-high bumper block will have to be placed so that its south face aligns with the south face of the sidewalk. To ensure adequate sidewalk width north of an overhanging vehicle in that space, the walk will have to be widened to 8 ft (i.e., 7 ft plus the approximate width of a bumper block).
9. **The parking space immediately north of the access between the existing east lot and proposed new south lot scales only 7 ft wide to face of curb. This space must be either widened to a full 9 ft (to face of curb) or deleted.** Most of any widening would have to be accomplished by relocating the curb at the north end of the parking module, since the raised island at the corner scales only 0.5 ft wider than the 8-ft standard detailed in our pre-application comments.

**10. Additional dimensioning is needed on sheets C1.0 and C1.1, as follows:**

- a. Parking spaces adjacent to raised end islands should be dimensioned as 9 ft wide to the face of curb (most appear to be drawn that way, but are not dimensioned).
- b. The width of the sidewalk referenced in comment 8 should be dimensioned.
- c. All back-of-curb radii should be dimensioned or labeled.

**11. The proposed new crosshatching, B-F parking spaces, and related signage along the north end of the warehouse need to be more fully detailed, as follows:**

- a. Any service or emergency doors along that end of the building should be shown, to justify the location proposed for the handicapped access aisle.
- b. To minimize impact damage to the sign posts, the barrier-free signs should be mounted against the building façade, not at the immediate ends of the designated parking spaces.
- c. The wheelchair symbols must be rotated 180 degrees to face the parking aisle.
- d. Pavement markings related to the B-F spaces must be noted as being blue.
- e. Stall markings for all new non-barrier-free spaces (throughout the site) must be white.
- f. The crosshatching shown between the north parking spaces and the building façade should be specified as 4-inch yellow striping 4 ft on-center.

**12. Consistent with our pre-application review letter of 7-7-10:**

- a. A plan note must be provided indicating that all pavement markings and parking signs will conform to the design and placement guidelines of the 2005 *Michigan Manual of Uniform Traffic Control Devices*.
- b. Contrary to the details now provided on sheet C1.0, the barrier-free parking sign must be the MMUTCD-standard RESERVED PARKING ONLY (R7-8) sign, accompanied where appropriate by the MMUTCD-standard VAN ACCESSIBLE plate (R7-8a). Per the manual, the bottom of the R7-8 must be 7 ft above the ground, and the R7-8a must be 6 ft to 6 ft-3 in above the ground (the standard plate is 9 inches high).
- c. The solid, two-way pavement arrows shown both south and north of the warehouse must either be deleted or made hollow (per the City's Final Site Plan Checklist), since they appear intended only to show the plan reviewer the permitted traffic flow (as opposed to symbols to be painted on the parking lot). As a general rule, painted arrows are appropriate only where needed to remind drivers of an exceptional driving pattern, such as one-way operation.

Sincerely,  
BIRCHLER ARROYO ASSOCIATES, INC.

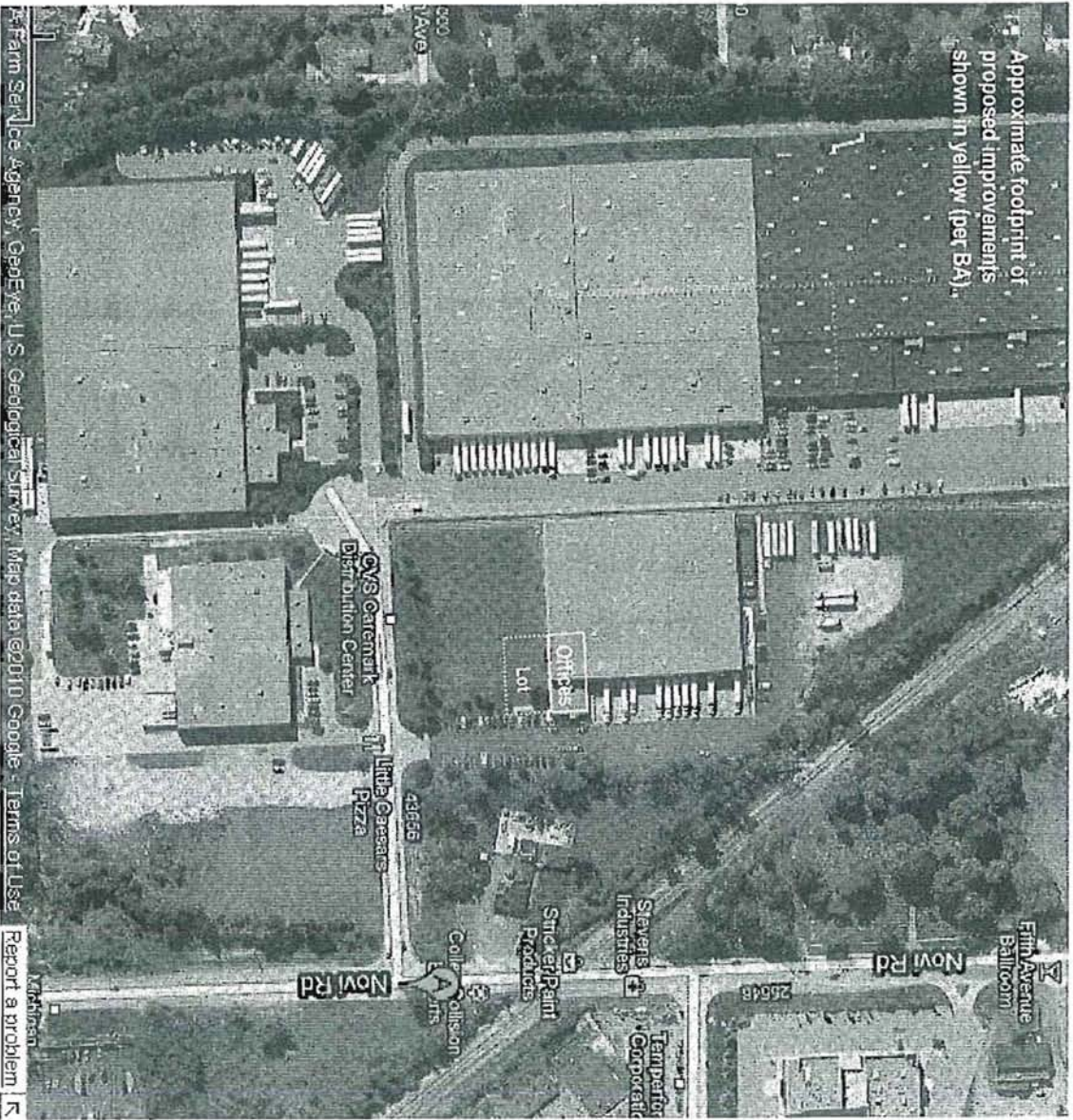


Rodney L. Arroyo, AICP  
Vice President



William A. Stimpson, P.E.  
Director of Traffic Engineering

Attachment: Aerial photo



**Proposed CVS Offices**

## ENGINEERING REVIEW





## PLAN REVIEW CENTER REPORT

August 10, 2010

### Engineering Review

CVS, 43600 Gen Mar  
SP10-33

---

#### **Petitioner**

CVS Pharmacy

#### **Review Type**

Preliminary Site Plan

#### **Property Characteristics**

- Site Location: Gen Mar and Novi Road
- Site Size: 7.17 acres
- Plan Date: 7/19/2010

#### **Project Summary**

- Construction of 24 additional parking spaces and restriping of 17 spaces in accordance with the CVS Warehouse office build-out.
- Storm water pretreatment will be provided through the proposed porous asphalt pavement. All storm water detention volumes will be stored in the sub base of the porous pavement and discharged at a controlled rate into the existing storm water system.

#### **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.
3. If it is the owner's intent to construct the additional banked parking spaces in the future, another site plan must be submitted to the City for review including more detail and addition storm water management. Place a note on the plan next to the banked parking spaces stating that additional storm water management will need to be provided if the additional banked spaces are constructed.

Storm Sewer

4. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
5. The existing storm catch basin shall have a grated cover in lieu of the proposed solid cover to accommodate overflow in case the control structure backs up.

Storm Water Management Plan

6. 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.
7. If it is the owner's intent to construct the additional banked parking spaces in the future, another site plan must be submitted to the City for review including more detail and addition storm water management. Place a note on the plan next to the banked parking spaces stating that additional storm water management will need to be provided if the additional banked spaces are constructed.
8. The storm water volume calculations provided do not match the City's volume requirements. The City has estimated the 100-year storm water volume requirement to be 2,552 cf using the provided areas on sheet C3.1. Please revise plan to accommodate the change.
9. Provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
10. Provide more detail of the proposed control structure. The perforated underdrain shall be a minimum of 8-inches in diameter for maintenance purposes.
11. A cleanout shall be provided at the end of the proposed underdrain that is not tied into the catch basin for periodic maintenance.

Paving & Grading

12. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls comply with Michigan Barrier-Free regulations. That includes ramp grade details for the south and north sides of the building.

13. Label the radii for all end islands. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards given in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).
14. All signage shall meet current MMUTCD standards. The handicap signs shown on sheet C1.0 do not appear to meet those standards.
15. The parking spaces along the north and east sides of the building require some type of parking barrier.
16. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.
17. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4-inches high, rather than the standard 6-inch height to be provided adjacent to 19-foot stalls. Provide additional details as appropriate. The detail on sheet C1.1 shows 6-inch curb proposed.
18. The three barrier free spaces along the south side of the building do not provide a total of 19-feet of length (including overhang on 17' stalls). Please revise the plan accordingly.

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

19. 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.
20. 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:**

21. 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.

**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.

**Engineering Review of Preliminary Site Plan**

CVS, 43600 Gen Mar

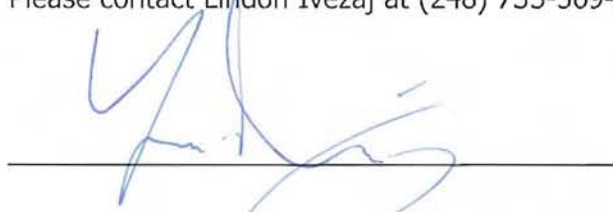
SP# 10-33

August 10, 2010

Page 4 of 4

24. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
25. 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.
26. 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.
27. 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 Lindon Ivezaj at (248) 735-5694 with any questions.



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

FAÇADE REVIEW



August 5, 2010

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

Re: **FACADE ORDINANCE**  
 CVS Pharmacy 43600 Gen Mar, **SP 10-33**  
 Façade Region: 1, Zoning District: I-1

Dear Ms. McBeth;

The following is the Facade Review for Preliminary Site Plan Application for the above referenced project based on the drawings prepared by Norr Architects, dated March July 16, 2010. The percentages of materials proposed for each façade are as shown on the tables below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the right hand column. Materials in non-compliance with the Facade Schedule are highlighted in bold.

This project consists of the renovation of the interior space and the addition of a second floor entirely within the existing building envelope. No building additions or significant alterations of the facades are proposed. Facade modifications to the south and east facades consist of the installation of windows and doors which are not regulated by the Facade Ordinance, and repaint the existing blue accent bands "heritage red".

<b>Renovated Area S.F.</b>	<b>11,600</b>	South (Front)	East (Rt. Side)	West (Left)	North (Rear)	Ordinance Maximum (Minimum)
Brick		<b>0.0%</b>	<b>0.0%</b>	Unaltered	Unaltered	100% (30%)
Ribbed Metal Siding (existing)		<b>71.0%</b>	0.0%	Unaltered	Unaltered	0%
Split Faced CMU (existing)		<b>29.0%</b>	<b>100.0%</b>	Unaltered	Unaltered	10%

As shown above the percentage of Brick is below the minimum and the percentages of Ribbed Metal Siding and Split Faced CMU exceed the maximum amounts allowed by the Facade Chart. Section 2520.6 of the Facade Ordinance requires that the altered areas of facades be brought into full compliance with the Facade Chart. In this case the above referenced deviations from the Facade Chart represent pre-existing conditions. The proposed work does not constitute an alteration as regulated by the Ordinance because no new materials are proposed.

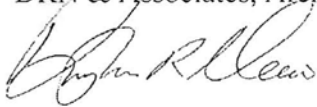
**Recommendation** - It is our recommendation that and the application is in full compliance with the Facade Ordinance and a Section 9 Waiver is not required. It should be noted that Section 2520.2 of the Facade Ordinance states that intense colors are not allowed. The applicant should provide a sample of the proposed "heritage red" color demonstrating that an intense color will not be used.

**Notes to the Applicant:**

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

If you have any questions please do not hesitate to call.

Sincerely,  
DRN & Associates, Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci". The signature is fluid and cursive, written over the printed name below.

Douglas R. Necci, AIA

**FIRE REVIEW**





**CITY COUNCIL**

Mayor  
David B. Landry

Mayor Pro Tem  
Bob Gatt

Terry K. Margolis

Andrew Mutch

Kathy Crawford

Dave Staudt

Justin Fischer

**City Manager**  
Clay J. Pearson

**Director of Public Safety**  
David Molloy

**Director of Fire and EMS**  
Jeffrey Johnson

August 9, 2010

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

RE: SP10-33, Preliminary Site Plan

Dear Ms. McBeth,

The above plan has been reviewed and it is **Recommended for Approval.**

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Evans".

Michael W. Evans  
Fire Marshal

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER(S)



August 16, 2010  
12942129.00000

Mr. Mark Spencer  
City of Novi Planning  
45175 W. Ten Mile Road  
Novi, MI 48375

RE: **SP-10-33 -CVS Pharmacy, 43,600 Gen-Mar**

Dear Mr. Spencer:

In response to your August 9, 2010 review letter, we have provided our responses in italics below your original comments:

1. Schedule of Regulations: The parking area is screened from the public right-of-way by a 2.5 foot tall landscape berm or screen wall (partially meets requirement applicant is asked to extend the proposed berm to screen all of the proposed parking spaces)

*Two existing evergreen trees will be removed and the proposed berm will be extended eastward approximately 30-feet to screen the proposed parking stalls.*

*The Applicant is proposes to extend the berm to screen the proposed parking such that Section 2400, footnote h is met which permits the Planning Commission to approve front yard parking rather than seek a variance from the ZBA.*

2. Parking Spaces: Based on one parking space per 222 square feet of gross leaseable general office area and one parking space per 700 square feet of usable floor space warehouse area, the standard parking space requirement is 138 parking spaces. Upon approval by the Planning Commission, the off-street parking for warehouses may be reduced to five spaces plus one space for every seventeen hundred (1700) square feet of usable floor area provided that a surplus area is provided on the site to accommodate the construction of additional off-street parking to fulfill the standard parking requirements.

*The Applicant is seeking Planning Commission approval to reduce the parking requirement to the alternate parking requirement of 5 spaces plus one space for every 1700 square feet. The applicant also proposes a banked parking area of 16 stalls. Furthermore, the Applicant proposes to remove the parking stall adjacent to the north side of the new parking lot isle which would result in 3 parking stalls versus the originally proposed 4 stalls.*

In response to the Preliminary Landscape Review dated August 6, 2010, a note indicating that all plantings will have a two year warranty period.

Mr. Mark Spencer  
Novi  
12942129.00000  
August 16, 2010

Page 2 of 3

In response to the Traffic Review letter dated July 28, 2010, we have provided our responses in italics below the original 'bold' comments:

1. The applicant should be asked to comment on the fact that the attached aerial photo shows areas containing both existing and possible future striped parking spaces being used for semi-trailer parking instead of typical passenger-sized vehicles.

*The existing photo shows semi-trailer parking north of the existing building. This aerial is older and does not appear consistent with the currently striped passenger-sized vehicle parking. At this time, we are not aware at this time of any deviations from the current vehicle striping.*

8. While the parking spaces along the north side of the new south lot are an acceptable 17 ft long to the face of the walk, the three barrier-free (B-F) spaces are an unacceptable 15 ft long to the face of the (unlabeled) bumper blocks. It is also unclear whether or not these bumper blocks would be limited to the 4-inch height required to permit less than 19-ft long parking spaces.

*The bumper blocks will be removed for the outer two barrier free stalls and a 4-inch high bumper block will be used for the center barrier free space. This bumper block will be aligned with the south face of the sidewalk and the sidewalk width will be widened to 8-ft.*

9. The parking space immediately north of the access between the existing east lot and proposed new south lot scales only 7' wide to face of curb. This space must either be widened to a full 9 ft (to face of curb) or deleted.

*This parking stall will be eliminated and the proposed curb island will be increased. This area will now have 3 stalls instead of the originally proposed 4 stalls.*

10. Additional dimensioning is needed on sheets C1.0 and C1.1, as follows:
  - a. Parking spaces adjacent to raised end islands should be dimensioned as 9 ft wide to the face of curb (most appear to be drawing that way, but are not dimensioned).
  - b. The width of the sidewalk referenced in comment 8 should be dimensioned.
  - c. All back-of-curb radii should be dimensioned or labeled.

*The dimensioning indicated above will be shown on the final site plan.*

Mr. Mark Spencer  
Novi  
12942129.00000  
August 16, 2010

Page 3 of 3

11. The proposed new crosshatching, B-F parking spaces, and related signage along the north end of the warehouse need to be more fully detailed, as follows:
  - a. Any service or emergency doors along that end of the building should be shown, to justify the location proposed for the handicapped access aisle.
  - b. To minimize impact damage to the sign posts, the B-F signs should be mounted against the building façade, not at the immediate ends of the designated parking spaces.
  - c. The wheelchair symbols must be rotated 180 degrees to face the parking aisle.
  - d. Pavement markings related to the B-F spaces must be noted as being blue.
  - e. Stall marking for all new non-barrier free spaces (throughout the site) must be white.
  - f. The cross hatching shown between the north parking spaces and the building façade should be specified as-4-inch yellow striping 4 ft on-center.


*The emergency door locations have been identified and will be included on the site plan. The B.F. signs will be placed directly on the building wall and notes regarding the B.F. pavement markings will be addressed on the final site plan.*

12. Consistent with our pre-application review letter of 7-7-10:
  - a. A plan note must be provided indicating that all pavement markings and parking signs will conform to the design and placement guidelines of the 2005 Michigan Manual of Uniform Traffic Control Devices.
  - b. Barrier free signage must be labeled as R7-9 and R7-8a.
  - c. The solid two-way pavement arrows should be removed.

*A plan note regarding the MMUTCD will be placed on the final site plan and the B.F. notes signage will be properly identified as noted above. The two way directional arrows will also be removed.*

Sincerely,

**URS Corporation**



John E. VerPlank, P.E.  
Project Manager

August 12, 2010

City of Novi  
Community Development Department  
45175 West 10 Mile Road  
Novi, Michigan 48375

Attn: Mark Spencer, AICP, Planner

Re: CVS RBO, 43600 Gen Mar Road – SP#10-33  
CVS RBO Novi

Dear Mr. Spencer,

The following is our response to the Facade Review for Preliminary Site Plan Application dated August 5, 2010 for the above referenced project along with our summary of the drawing modifications made after July 19<sup>th</sup> and submitted to the City of Novi Building Department under current review.

My understanding given the DRN & Associates Façade Ordinance letter dated August 5, 2010 we are under full compliance with the City of Novi Façade Ordinance. It is also understood that certain “intense” colors are not deemed appropriate under this ordinance. Therefore we have submitted a sample of our proposed color “Heritage Red” for your approval as requested.

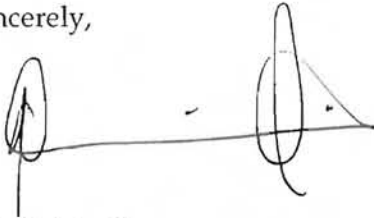
I understand based on a conversation with John VerPlank, project manager with URS, that you are requesting 13 sets of our floor plans and exterior building elevations from our original submittal dated July 11, 2010 which we have complied. Concurrently, we are including below a detailed summary illustrating recent plan modifications that the City of Novi Building Department is currently reviewing as compared to the July 11, 2010 set. The modifications are as follows:

- In brief the City of Novi Building Department had asked us develop a phasing plan for which we subsequently split the original set of documents into a (Phase 1 – incorporating the entire first floor office area including the full elevator / egress stair component, and the additional egress stair located at the west end of the office area, additionally the full structure and related mechanical, plumbing and electrical work) and a (Phase 2 – infilling the second level with the remaining office area including the remaining mechanical and electrical work.)
- As it relates to the south elevation facade the first floor entry and egress door will be done as part of Phase 1 and the second story windows added during phase 2.

- The egress stair has been revised to accommodate a code complaint stair with an egress that avoids the existing internal cross-bracing.
- Break room 117 and Unisex Toilet T103 has been relocated approximately 8'-0" west with an additional Janitors Room 124 added between.
- The Storage Closet 116 size has been revised and renamed to Data Closet 116.
- The second floor office area has been modified pursuant to the first floor Break Room / Unisex Toilet revision.

If you have any additional comments or concerns please feel free to contact me directly

Sincerely,

A handwritten signature in black ink, consisting of a stylized, cursive name that appears to be 'John Polsinelli'. The signature is written over a horizontal line.

John Polsinelli  
Tel: 313.221.1155  
Fax: 248.936.8083  
Senior Project Manager  
T 313-324-3115  
F 313-324-3111  
John.Polsinelli@Norr.com

document17

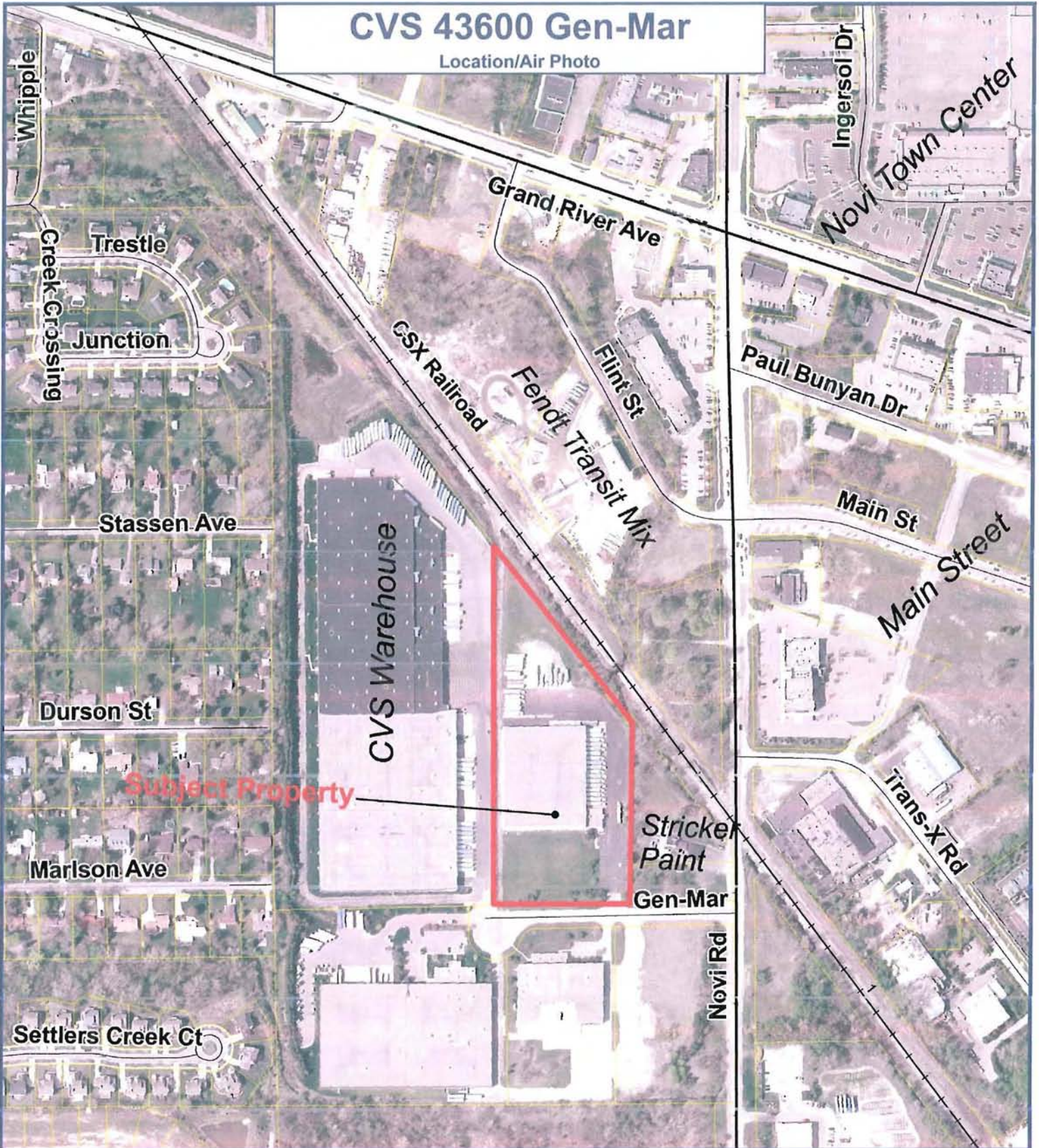
**MAPS**

**Location/Air Photo  
Zoning**



# CVS 43600 Gen-Mar

Location/Air Photo




Map Author: Mark Spencer  
Date: 8/17/10  
Project: SP10-33  
Version #: 1.0

#### MAP INTERPRETATION NOTICE

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

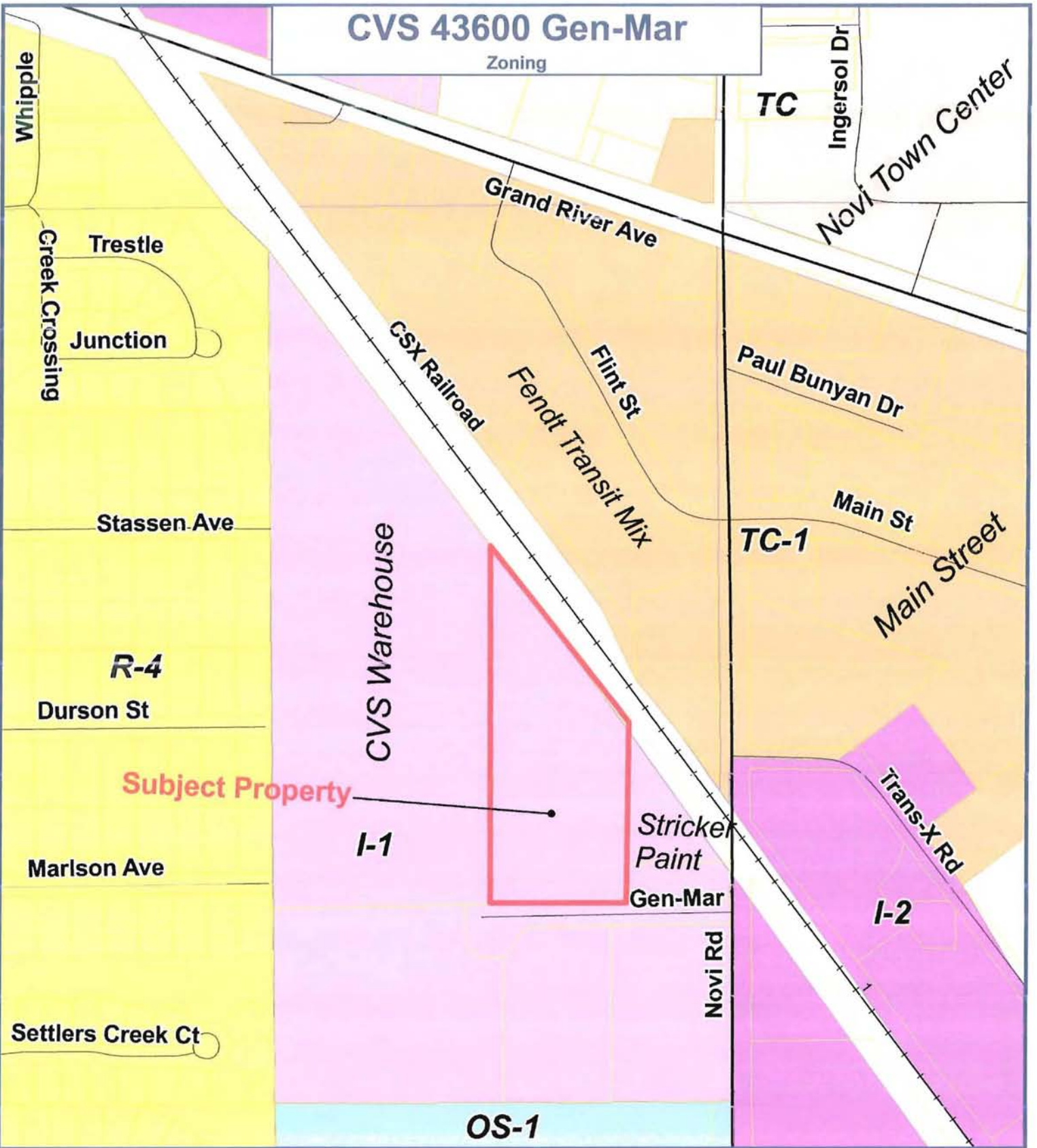
#### Map Legend

 Tax Parcels



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





Map Author: Mark Spencer  
 Date: 8/17/10  
 Project: SP10-33 Zone  
 Version #: 1.0

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

**Map Legend**

Tax Parcels	I-2: General Industrial District
<b>Zoning</b>	OS-1: Office Service District
R-4: One-Family Residential District	TC: Town Center District
RM-2: Medium Density Multiple Family	TC-1: Town Center -1 District
I-1: Light Industrial District	

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

1 inch = 382 feet

REDUCED SITE PLAN

