



## PLANNING COMMISSION ACTION SUMMARY

CITY OF NOVI  
Regular Meeting  
**May 12<sup>th</sup>, 2021 7:00 PM**  
Remote Meeting  
(248) 347-0475

As authorized under the open meetings act, MCL 15.261, ET SEQ., this meeting was held remotely.

### CALL TO ORDER

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

**ROLL CALL** - Pursuant to the State of Michigan Open Meetings Act, all members shall identify their physical location by stating the county, city, and state from which he or she is attending the meeting remotely.

Present: Member Avdoulos- City of Novi, Oakland County, MI; Member Becker- City of Novi, Oakland County, MI; Member Dismondy- City of Novi, Oakland County, MI; Member Lynch- City of Novi, Oakland County, MI; Chair Pehrson- City of Novi, Oakland County, MI; Member Roney- City of Novi, Oakland County, MI; Member Verma- City of Novi, Oakland County, MI;

Absent: None

Staff: Barb McBeth, City Planner; Christian Carroll, Planner; Victor Boron, Plan Review Engineer; Rick Meader, Landscape Architect; Madeleine Daniels, Planning Assistant; Beth Saarela, City Attorney

### APPROVAL OF AGENDA

**Motion to approve the May 12, 2021 Planning Commission Agenda. Motion carried 7-0.**

### CONSENT AGENDA - REMOVALS AND APPROVALS

#### 1. **GRIFFIN FUNERAL HOME JSP17-13**

Approval of the request of Novi Funeral Home, LLC for the second one-year extension of the Final Site Plan approval. The subject property is located south of Eleven Mile Road and west of Beck Road, in the RA, Residential Acreage Zoning District. The applicant is proposing to construct a 13,000 square foot building and associated site improvements for use as a funeral home. A special land use permit was granted in June of 2017.

**Motion to approve the second one-year extension of the Final Site Plan approval for Griffin Funeral Home JSP17-13. Motion carried 7-0.**

## **PUBLIC HEARINGS**

### **1. NOVI PROFESIONAL BUILDINGS IV & V**

Public Hearing at the request of Novi Medical Building, LLC for approval of the Preliminary Site Plan, Woodland Use Permit, and Stormwater Management Plan. The subject property contains 5.02 acres and is located in Section 27, on the west side of Novi Road, south of Ten Mile Road. The applicant is proposing to construct two 6,175 square feet professional office buildings, directly behind the three existing buildings on the property that were constructed in 1991.

**In the matter of Novi Professional Village Buildings D & E, JSP20-17, motion to approve the Preliminary Site Plan based on and subject to the following:**

- a. Parking setback waiver of 7 feet along the north property line (10 feet required, 3 feet provided) because the applicant has demonstrated in the response letter, per Section 3.6.2.Q of the Zoning Ordinance, that modification of the parking area setback requirements does not reduce the total area of setback on the overall site below the minimum setback area requirements, and that such modification will result in improved use of the site because the proposed parking layout is consistent with the existing parking layout on-site, which is hereby granted;**
- b. Parking setback waiver of 4.14 feet along the south property line (10 feet required, 5.86 feet proposed) because the applicant has demonstrated in the response letter, per Section 3.6.2.Q of the Zoning Ordinance, that modification of the parking area setback requirements does not reduce the total area of setback on the overall site below the minimum setback area requirements, and that such modification will result in improved use of the site because the proposed parking layout is consistent with the existing parking layout on-site, which is hereby granted;**
- c. Landscape Waiver for the deficiency of a screening berm along the west property line because of the large distance and dense woodland vegetation that provides the site with significant audible and visual buffering, which is hereby granted;**
- d. Landscape Waiver for the deficiency of five perimeter canopy trees in the parking lot perimeter landscaping because the proposed parking layout is consistent with the existing parking layout on-site, which is hereby granted;**
- e. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those being addressed on the Final Site Plan.**

**This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance. *Motion carried 7-0.***

**In the matter of Novi Professional Village Buildings D & E, JSP20-17, motion to approve the Woodland Use Permit subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.**

**This motion is made because the plan is otherwise in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance. *Motion carried 7-0.***

**In the matter of Novi Professional Village Buildings D & E, JSP20-17, motion to approve the approve the Stormwater Management Plan subject to the findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those being addressed on the Final Site Plan.**

This motion is made because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance. *Motion carried 7-0.*

## **MATTERS FOR CONSIDERATION**

**1. PLANNING COMMISSION RULES & BY-LAWS**

Consideration to approve amended Planning Commission Rules and By-Laws as recommended by the Rules Committee.

**Motion to adopt the amended Planning Commission Rules and By-laws. *Motion carried 7-0.***

**2. APPROVAL OF THE FEBRUARY 24, 2021 PLANNING COMMISSION MINUTES.**

**Motion to approve the February 24, 2021 Planning Commission Meeting Minutes. *Motion carried 6-0.***

**3. APPROVAL OF THE MARCH 10, 2021 PLANNING COMMISSION MINUTES.**

**Motion to approve the March 10, 2021 Planning Commission Meeting Minutes. *Motion carried 6-0.***

## **ADJOURNMENT**

**Motion to adjourn the May 12, 2021 Planning Commission Meeting. *Motion carried 7-0.***

The meeting was adjourned at 7:32 PM.

\*Actual language of the motion subject to review.