



NOVI PLAZA FACADE JSP 15-40

NOVI PLAZA FAÇADE JSP 15-40

Approval at the request of Scott Monchnik & Associates for Preliminary Site Plan and Section 9 Façade Waiver. The subject property is located in Section 26, south of Ten Mile Road and west of Meadowbrook Road, in the B-1, Local Business District. The subject property is approximately 1.6 acres and the applicant is proposing to remodel the existing façade for Novi plaza shopping center along with modifications to the existing parking lot.

Required Action

Approval of Preliminary Site Plan and a Section 9 Façade waiver

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	06-02-15	<ul style="list-style-type: none"> Items to be addressed on the final site plan submittal
Engineering	Approval Recommended	06-02-15	<ul style="list-style-type: none"> Items to be addressed on the final site plan submittal
Landscape	Approval Recommended	06-02-15	<ul style="list-style-type: none"> Items to be addressed on the final site plan submittal
Facade	Approval Recommended	06-02-15	Section 9 Waiver is required for overage of EIFS material on the north facade
Fire	Approval Recommended	05-15-15	<ul style="list-style-type: none"> Items to be addressed on the final site plan submittal

Motion sheet

Approval – Preliminary Site Plan

In the matter of Novi Plaza Facade JSP 15-40, motion to **approve** the Preliminary Site Plan and a Section 9 Waiver, based on and subject to the following:

- a. To allow the overage of EIFS material on the north façade (25% allowed; 32% provided) because the proposed alteration will significantly improve the overall appearance of the building and is consistent with the intent and purpose of the Façade Ordinance, which is hereby granted.
- b. The findings of compliance with Ordinance standards in the staff review letter and the conditions and the items listed in that letter being addressed.

(This motion is made because the plan is otherwise in compliance with Article 3, Article 4 Article 5 and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

-AND-

Approval – Stormwater Management Plan

In the matter of Novi Plaza Facade JSP 15-40, motion to **approve** the Stormwater Management Plan, based on and subject to:

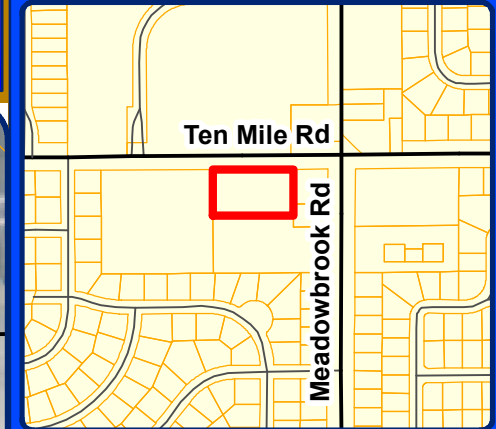
- a. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.

(This motion is made because it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

MAPS
Location
Zoning
Future Land Use
Natural Features

JSP 15-40 Novi Plaza Facade

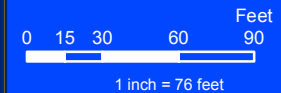
Location



City of Novi

Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Sri Komaragiri
Date: 06/19/15
Project: JSP15-40 Novi Plaza Facade
Version #: 1

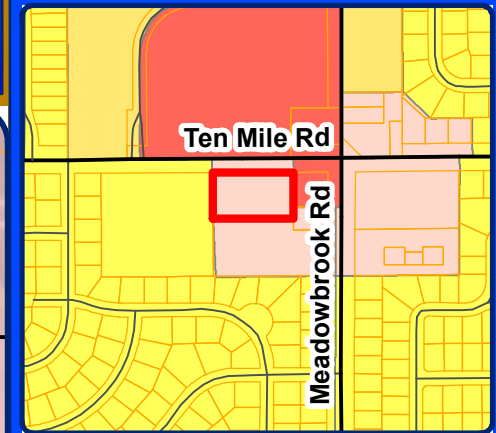
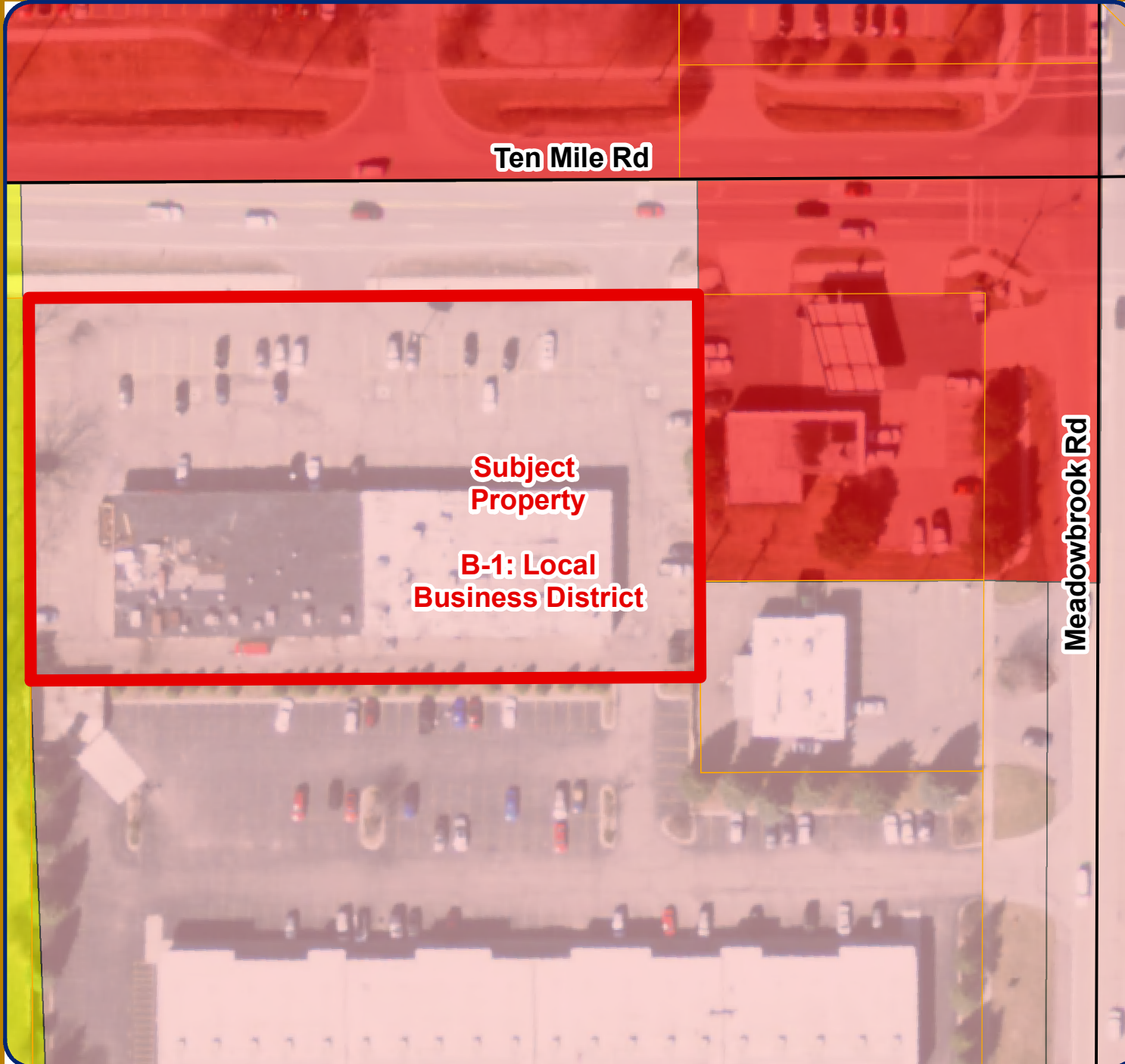


MAP INTERPRETATION NOTICE

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JSP 15-40 Novi Plaza Facade

Zoning



Legend

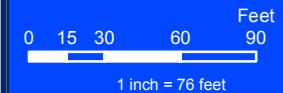
-  R-4: One-Family Residential District
-  RM-1: Low-Density Multiple Family
-  B-1: Local Business District
-  B-3: General Business District



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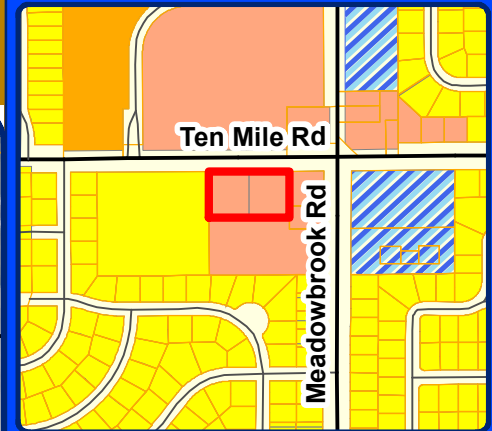


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JSP 15-40 Novi Plaza Facade

Future Land Use



Legend

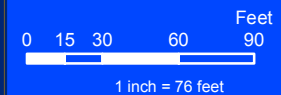
-  SINGLE FAMILY
-  MULTIPLE FAMILY
-  COMMUNITY OFFICE
-  LOCAL COMMERCIAL



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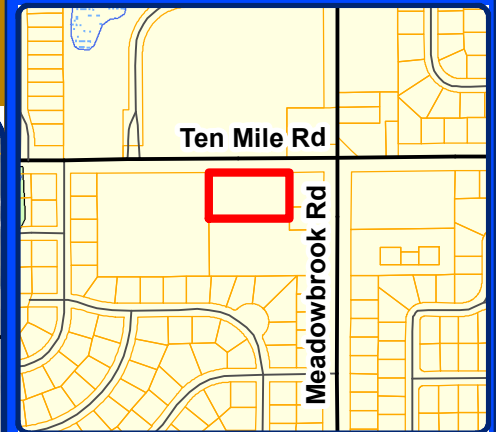


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JSP 15-40 Novi Plaza Facade

Natural Features



Legend

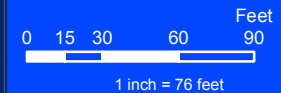
-  Wetlands
-  Woodlands



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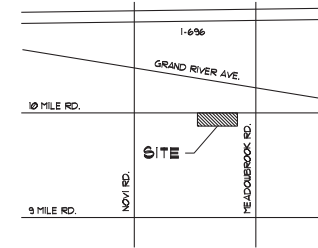
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SITE PLAN

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 1700 STUTZ DRIVE
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 FAX: 248-654-3002
 SCOTT@SMAARCH.COM



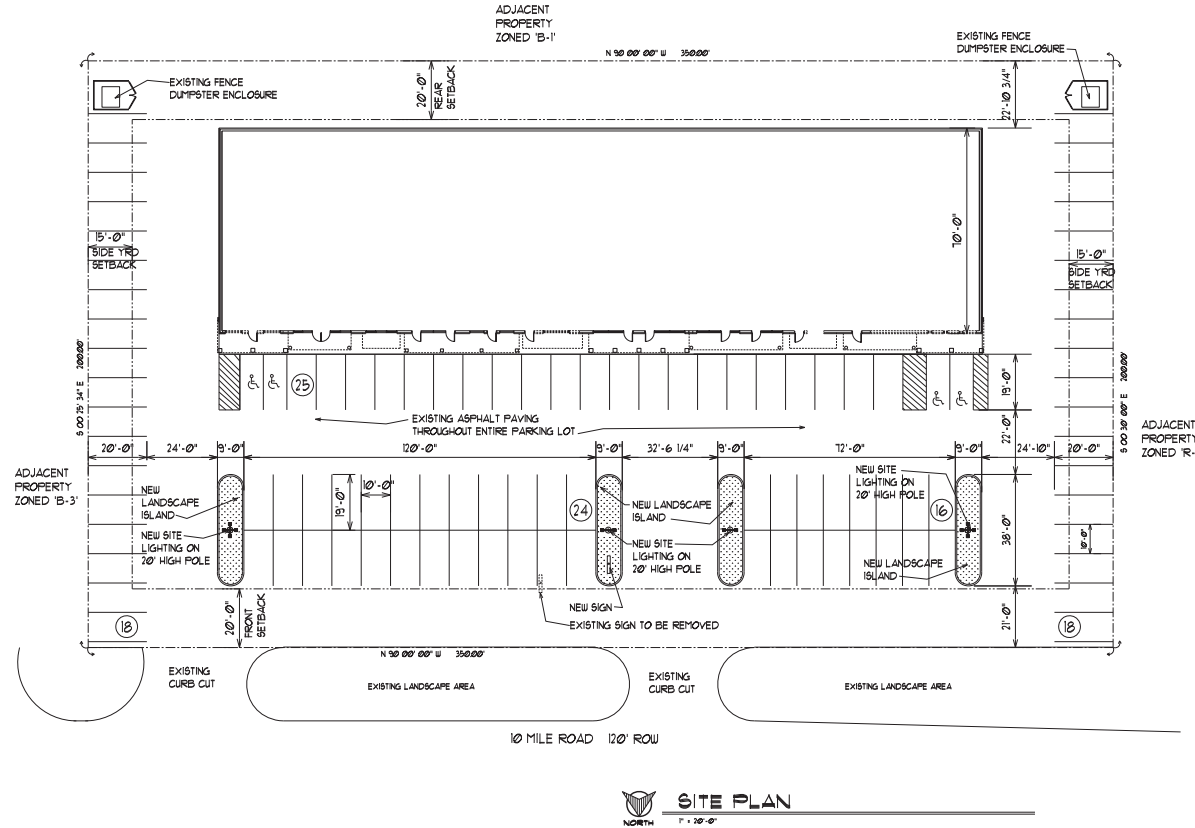
LOCATION MAP
 NO SCALE

LAND - BUILDING - PARKING DATA

LAND AREA	47-10,000 SQ. FT. GROSS	= 47-16 ACRES
BUILDING AREA	TOTAL BUILDING AREA	= 18,200 SFG
PARKING DATA	PARKING REQUIRED	
	RETAIL (1 SPACE / 250 SFG)	
	18,000 SFG / 250 SFG =	= 73 SPACES
PROVIDED PARKING	TOTAL PARKING PROVIDED	= 101 SPACES
	(INCLUDES 4 BARRIER FREE SPACES)	

SITE PLAN - GENERAL NOTES:

- ZONED: B-1 LOCAL BUSINESS
- BUILDING SETBACKS: FRONT 20 FEET, REAR 20 FEET, EACH SIDE 15 FEET
 - BUILDING HEIGHT: 25 FEET (1 STORY) ALLOWED, 25'-0" PROPOSED
 - SIGNAGE: SIGNAGE FOR EACH TENANT WILL BE ISSUED FOR APPROVAL SEPARATELY BY EACH TENANT
 - SITE LIGHTING: SITE LIGHTS TO BE POLE MOUNTED, PHOTOMETRIC CALCULATIONS TO BE PROVIDED AT A LATER DATE.
 - WITH NEW LANDSCAPE ISLANDS INSTALLED, REMAINING ASPHALT PAVING AREA = 48,639 SF
 - EXISTING WATER SUPPLY / WATER SYSTEM TO REMAIN AS IS
 - EXISTING SANITARY WASTE SYSTEM TO REMAIN AS IS.
 - EXISTING STORMWATER COLLECTION / DISPOSAL SYSTEM TO REMAIN AS IS.



SITE PLAN
 1" = 20'-0"

PROPERTY DESCRIPTION

PARCEL 1

A PARCEL OF LAND BEING PART OF OUTLOT A OF ORCHARD HILLS, A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 86 OF PLATS, PAGE 40 OF OAKLAND COUNTY RECORDS, MORE PARTICULARY DESCRIBED AS: BEGINNING AT A POINT ON THE SOUTH LINE OF WEST TEN MILE ROAD AND ON THE NORTH LINE OF SAID OUTLOT A, SAID POINT BEING DUE WEST 150.00 FEET FROM THE NORTHEAST CORNER OF SAID OUTLOT A; THENCE SOUTH 0 DEGREES 30 MINUTES 00 SECONDS EAST 200.00 FEET TO A POINT; THENCE DUE WEST 115.33 FEET; THENCE NORTH 00 DEGREES 04 MINUTES 20 SECONDS EAST 200.00 FEET TO THE POINT ON THE NORTH LINE OF SAID OUTLOT A; THENCE ALONG SAID NORTH LINE, DUE EAST 173.33 FEET TO THE POINT OF BEGINNING.

PARCEL 2

A PARCEL OF LAND BEING PART OF OUTLOT A OF ORCHARD HILLS, A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 86 OF PLATS, PAGE 40 OF OAKLAND COUNTY RECORDS, MORE PARTICULARY DESCRIBED AS: BEGINNING AT A POINT ON THE SOUTH LINE OF WEST TEN MILE ROAD AND ON THE NORTH LINE OF SAID OUTLOT A, SAID POINT BEING DUE WEST 323.33 FEET FROM THE NORTHEAST CORNER OF OUTLOT A; THENCE SOUTH 0 DEGREES 04 MINUTES 20 SECONDS WEST 200 FEET TO A POINT; THENCE DUE WEST 174.61 FEET; THENCE NORTH 00 DEGREES 30 MINUTES WEST 200 FEET TO A POINT ON THE NORTH LINE OF SAID OUTLOT A; THENCE ALONG SAID NORTH LINE DUE EAST 116.61 FEET TO THE POINT OF BEGINNING.

LIST OF DRAWINGS

- SMA-1 SITE PLAN
- SMA-2 FLOOR PLAN
- SMA-3 EXTERIOR ELEVATIONS

PRELIMINARY

CLIENT:
 BARBAT HOLDINGS LLC
 1499 MIDDLEBELT ROAD
 WEST BLOOMFIELD, MICHIGAN 48322
 TEL: 1-248-426-2100

NOVI PLAZA
 41431 & 41563 10 MILE RD.
 NOVI, MICHIGAN

ISSUED FOR:
 22 APR 15
 SPA APPROVAL

SEAL:

SHEET# SPA-1
 DATE: 22 APR 15
 JOB# 13037

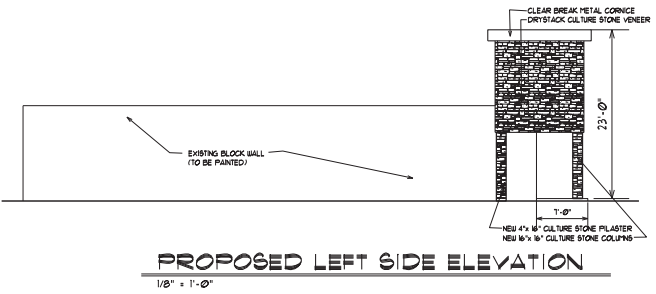
CONTRACT 200
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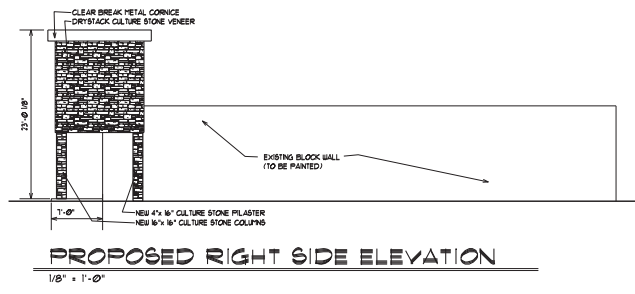
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 WEST BLOOMFIELD, MICHIGAN 48322
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NOVI PLAZA
 41431-41563 10 MILE RD.
 NOVI, MICHIGAN



PROPOSED LEFT SIDE ELEVATION

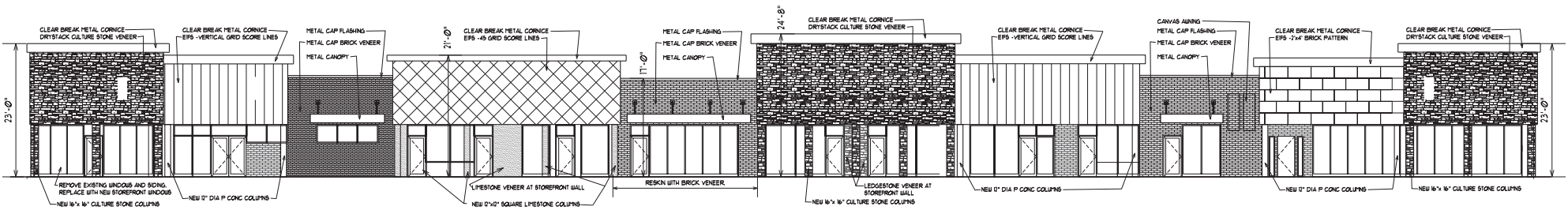
1/8" = 1'-0"



PROPOSED RIGHT SIDE ELEVATION

1/8" = 1'-0"

FRONT ELEVATION MATERIAL LEGEND			
MATERIAL	SQUARE FEET OF MATERIAL	% OF MATERIAL PROPOSED	% OF MATERIAL ALLOWED
STONE VENEER	1094 SF	20%	15%
EFS	1218 SF	25%	50%
BRICK VENEER	210 SF	5%	5%
LIFESTONE AT STOREFRONT	100 SF	2%	100%
BRICK AT STOREFRONT	164 SF	3%	100%
GLASS AT STOREFRONT	1564 SF	30%	25%



PROPOSED RIGHT SIDE ELEVATION

1/8" = 1'-0"

ISSUED FOR:
 22 APR 15
 SPA APPROVAL

PRELIMINARY

SHEET# SPA-3
 DATE: 22 APR 15
 JOB# 13037



PLANNING REVIEW



PLAN REVIEW CENTER REPORT
June 02, 2015
Planning Review: Preliminary Site Plan
Novi Plaza Facade
JSP 15-40

Petitioner

Scott Monchnik & Associates

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: Section 26 ; South of Ten Mile Road and west of Meadowbrook Road
- Site School District: Novi Schools
- Site Zoning: B-1: Local Business District
- Adjoining Zoning: West: R-4 One Family Residential District;
East: B-1: Local Business District and B-3: General Business district;
North: B-3: General Business district;
South: B-1: Local Business District
- Site Use(s): West: Church
East: Gas Station and Bank
North: Novi ten Shopping Center
South: Peach Tree Shopping Center
- Novi Plaza Shopping Center
- Adjoining Uses: Shopping Centers
- Site Size: Approximately 1.6 Acres
- Building Size: 18,200 SF
- Plan Date: 04/22/2015

Project Summary

The applicant is proposing to remodel the existing façade for Novi plaza shopping center along with modifications to the existing parking lot.

Recommendation

Approval of the ***Preliminary Site Plan is recommended***. The plan conforms to the requirements of the Zoning Ordinance, with additional details required at the time of Final Site Plan submittal.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Please see the attached charts for information pertaining to ordinance requirements. Items in **bold** below must be addressed and incorporated as part of the final site plan submittal.

1. **Barrier Free Parking**: According to Barrier Free code, for a total 101 to 150, 4 barrier free parking & 1 van barrier free parking spaces are required. **Building data on current site plan refers to 4 proposed barrier free parking spaces. One of the barrier free spaces on west**

end of the building does not have an access aisle. Revise and propose the minimum required spaces. Proposed building columns are conflicting with the barrier free aisle locations. Please revise to avoid the conflict.

2. **Barrier Free Signs:** One sign for each accessible parking space is required. **Propose the required barrier free signage according to the code**
3. **Bicycle parking (Sec 5.16):** **For the proposed use, five (5) percent of required automobile parking, 2 spaces minimum are required. Please provide the minimum required along with the details and lot layout according to section 5.16**
4. **B-1 District Required Conditions (Sec 3.10):** Please provide further information and add the notes listed below on the site plan.
 - a. All business establishments shall be retail or service establishments dealing directly with customers. All goods produced on the premises shall be sold at retail on premises.
 - b. All business, servicing or processing, except for off-street parking, loading/unloading shall be conducted within completely enclosed buildings.
5. **Lighting (Sec 5.7):** **Photometric plan and exterior lighting details will be needed at time of Final Site Plan submittal.**
6. **Economic Impact:** *If known, the applicant is asked to provide economic impact information, such as the total cost of the proposed building and site improvements, and the number of anticipated jobs created (during construction and after building is occupied).* **Provide the required information with the response letter.**
7. **Other Reviews:**
 - a. **Landscape Review:** Additional comments to be addressed with Final Site Plan submittal Landscape recommends approval.
 - b. **Engineering Review:** Additional comments to be addressed with Final Site Plan submittal. Engineering recommends approval.
 - c. **Facade Review:** A section 9 waiver is required for this project. Façade recommends approval contingent upon Façade board submittal and review.
 - d. **Fire Review:** Additional Comments to be addressed with Final Site Plan submittal. Fire recommends approval.

Response Letter

This Site Plan is scheduled to go before Planning Commission on June 10, 2015. Please provide the following **no later than June 04, 2015** if you wish to keep the schedule.

1. A response letter addressing ALL the comments from ALL the review letters and a request for waivers as you see fit.
2. A PDF version of the all Site Plan drawings that were submitted for the Preliminary review, dated May 08, 2015. **NO CHANGES MADE.**
3. A color rendering of the Site Plan, if any.
4. A sample board of building materials as requested by our Façade Consultant

Site Addressing

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address

application can be found on the Internet at www.cityofnovi.org under the forms page of the Community Development Department.

Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

Pre-Construction Meeting

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

Chapter 26.5

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

Signage

Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or skomaragiri@cityofnovi.org.



Sri Ravali Komaragiri – Planner



PLANNING REVIEW CHART : B-1: Local Business District

Review Date: June 02, 2015
Review Type: Preliminary Site Plan
Project Name: JSP15-40: Novi Plaza Facade
Plan Date: April 22, 2015
Prepared by: Sri Komaragiri, Planner
Contact: **E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant prior to the approval of the Preliminary/Final Site Plan. Underlined items need to be addressed prior to the approval of the Stamping Sets

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted August 25, 2010)</i>	Local Commercial	Local Commercial	Yes	
Area Study	The site does not fall under any special category	NA	Yes	
Zoning <i>(Effective December 25, 2013)</i>	B-1: Local Business District	B-1	Yes	
Uses Permitted <i>(Sec 3.1.10.B & C)</i>	Sec 3.1.10.B Principal Uses Permitted. Sec 3.1.10.C Special Land Uses	Shopping Center	Yes	
Height, bulk, density and area limitations				
Frontage on a Public Street. <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Frontage on Ten Mile Road	Yes	
Minimum Zoning Lot Size for each Unit in Ac <i>(Sec 3.6.2.D)</i>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space	Approx. 1.6 Acres	Yes	
Minimum Zoning Lot Size for each Unit: Width in Feet			NA	
Open Space Area	----	---	---	---
Maximum % of Lot Area Covered <i>(By All Buildings)</i>	<i>(Sec 3.6.2.D)</i>			

Item	Required Code	Proposed	Meets Code	Comments
Building Height (Sec. 3.1.10.D)	25 ft. or 1 story whichever is less	25 ft.	Yes	
Building Setbacks (Sec 3.1.10.D)				
Front	20 ft.	No change to existing	Yes	
Rear	20 ft.		Yes	
Side	15 ft.		Yes	
Parking Setback (Sec 3.1.10.D)& Refer to applicable notes in Sec 3.6.2				
Front	20ft.	No change to existing	Yes	
Side	10 ft.		Yes	
Side (abutting residential)	20 ft.			
Rear	10 ft.		Yes	
Note To District Standards (Sec 3.6.2)				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)		No changes proposed	NA	
Off-Street Parking in Front Yard (Sec 3.6.2.E)		Existing parking in front yard	NA	
Parking Setback from Residential District (Sec 3.6.2.L)	Wherever property directly abuts or is adjacent to residentially zoned property, the minimum parking setback shall be twenty (20) feet.	Abutting a residential district. No changes proposed to existing parking	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	Refer to Sec 3.6.2 for more details	No Wetlands and Woodlands on Site	NA	
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is not provided	NA	Refer to landscape review letter
Modification of parking setback requirements (Sec 3.6.2.Q)	Refer to Sec 3.6.2 for more details	Parking setbacks are existing	NA	
Parking, Loading and Dumpster Requirements				
Number of Parking Spaces Planned Commercial or Shopping Centers (Sec. 5.2.12.C)	- One (1) for each 250 square feet gross leasable area (GLA) for developments under 400,000 square feet (4.0 spaces per 1,000 square feet GLA) For 18,000 SF, required = 73 spaces	Total Proposed = 101 spaces	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	<ul style="list-style-type: none"> - 9' x 19' parking space dimensions and 24' wide drives for 90° parking layout. - 9' x 18' parking space dimensions and 15' wide drives for 45° parking layout. - 9' x 17' if overhang on 7' wide interior sidewalk or landscaped area as long as detail indicates 4' curb 	Minimum 9' x 19' parking space dimensions and 24' wide drives for 90° parking layout	Yes	
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	<ul style="list-style-type: none"> - shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer 		NA	
End Islands (Sec. 5.3.12)	<ul style="list-style-type: none"> - 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' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance 	End Islands are modified according to the required code	Yes	Proposed end islands are improvement from existing condition. Refer to Fire and Engineering review letter for additional comments regarding radius requirements.
Barrier Free Spaces <i>Barrier Free Code</i>	4 barrier free parking spaces (for total 101 to 150)& 1 van barrier free parking space	Unable to determine	Yes	Building data refers to 4 barrier free spaces. One of the barrier free spaces on west end of the building does not have an access aisle. Revise and propose the minimum required spaces.
Barrier Free Aisle Dimensions <i>Barrier Free Code</i>	<ul style="list-style-type: none"> - 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces 	Two kinds of aisles are provided	Yes	See comment above Proposed building columns are conflicting with the barrier free aisle locations. Please revise to avoid the conflict.

Item	Required Code	Proposed	Meets Code	Comments
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Signs not indicated	No	Propose the required barrier free signage
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile parking, 2 spaces minimum For 73 spaces= 4 Bike spaces, 2 spaces minimum	No information provided	No	Please provide the minimum required Bike spaces
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	<ul style="list-style-type: none"> - No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk 	No Information provided	No	Please provide the required details
Bicycle Parking Lot layout <i>(Sec 5.16.6)</i>	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	No Information provided	No	Please provide the required details
Loading Spaces <i>(Sec. 5.4.1)</i> Location of such facilities in a permitted side yard shall be subject to review and approval by the City	<ul style="list-style-type: none"> - Loading, unloading space shall be provided in the rear yard at a ratio of ten (10) square feet for each front foot of building; - Except in the case of a double frontage lot, loading-unloading, as well as trash receptacles may be located in an interior side yard beyond the minimum side yard setback requirement of the district. 	No changes made to existing	NA	

Item	Required Code	Proposed	Meets Code	Comments
Accessory Structures				
Dumpster (Sec 4.19.2.F)	<ul style="list-style-type: none"> - Located in rear yard or interior side yard in case of double frontage - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces 	No changes made to existing	NA	
Dumpster Enclosure (Sec. 21-145. (c))	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery 	No changes made to existing	NA	
Roof top equipment and wall mounted utility equipment (Sec. 4.19.2.E.ii)	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	No rooftop equipment proposed	NA	
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	No rooftop equipment proposed	NA	
B-1 District Required Conditions (Sec 3.10)				
Sale of goods (Sec. 3.10.1.A)	<ul style="list-style-type: none"> - All business establishments shall be retail or service establishments dealing 			Please clarify and add notes to the plan

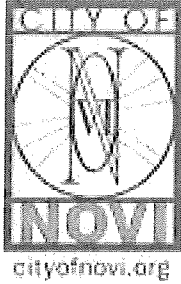
Item	Required Code	Proposed	Meets Code	Comments
	directly with customers. All goods produced on the premises shall be sold at retail on premises.			
Business within enclosed building (Sec. 3.10.1.B)	- All business, servicing or processing, except for off-street parking, loading/ unloading shall be conducted within completely enclosed buildings.			Please clarify and add notes to the plan
Sidewalks and Pathways				
ARTICLE XI. OFF-ROAD NON-MOTORIZED FACILITIES Sec. 11-256. Requirement. (c) & Sub. Ord. Sec. 4.05,	- A 6' -10' wide sidewalk shall be constructed along all arterial and collector roads except in industrial districts - All pedestrian safety paths shall be concrete and four (4) in. thick except residential driveway crossings which shall be six (6) in. thick, and industrial/commercial driveway crossings which shall be eight (8) in. thick.	The subject site is already developed	NA	
Pedestrian Connectivity	- Whether the traffic circulation features within the site and 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 - Building exits must be connected to sidewalk system or parking lot		Yes	
Other Requirements				
Exterior Lighting (Sec.5.7)	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	Photometric plan not provided.	No	<u>A lighting plan is required prior to final site plan approval</u>

Item	Required Code	Proposed	Meets Code	Comments
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Some dimensions are missing	No	
Economic Impact Information	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Information not provided	No	Provide the required information with revised submittal or prior to scheduled Planning Commission meeting
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval			<u>Contact Richelle Leskun at 248-347-0475 to schedule a meeting with the Committee</u>
Development/ Business Sign	- Signage if proposed requires a permit. - Exterior Signage is not regulated by the Planning Division or Planning Commission.			<u>For sign permit information contact Jeannie Niland 248-347-0438.</u>

NOTES:

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details.
3. 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.

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

06/02/2015

Engineering and Traffic Review

Novi Plaza
JSP15-0040

Applicant

NOVI MEADOWBROOK CORNERS, LLC

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: S. of 10 Mile Rd. and W. of Meadowbrook Rd.
- Site Size: 1.6 acres
- Plan Date: 4/22/15

Project Summary

- Construction of 4 landscape islands in the existing parking lot.

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. Provide a minimum of two ties to established section or quarter section corners.
3. Revise the plan set to reference at least one city established benchmark. An interactive map of the City's established survey benchmarks can be found under the 'Map Gallery' tab on www.cityofnovi.org.
4. Provide a note stating the size of the disturbed area.
5. A sheet index shall be provided on the cover sheet.
6. Provide radii of proposed landscape islands.
7. Provide details showing there is adequate turning area for fire trucks and large trucks with the addition of the land scape islands.

Storm Water Management Plan

8. Provide calculations showing the net change in impervious area.

Paving & Grading

9. Provide a cross-section for the proposed curb and gutter.
10. Provide a cross-section for any parking lot paving.
11. Provide proposed grades for the top of curb and gutter for the land scape islands.

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

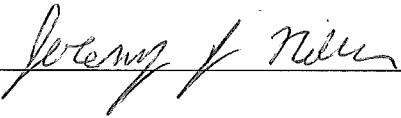
12. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with 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 addressed prior to construction:

13. An on-site pre-construction meeting shall be required at the start of any site work. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
14. 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.
15. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.

16. 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.
17. 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 Jeremy Miller at (248) 735-5694 with any questions.



cc: Ben Croy, Engineering
Brian Coburn, Engineering
Sri Komaragiri, Community Development
Sabrina Lilla, Water & Sewer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

June 2, 2015

Final Site Plan - Landscaping

Novi Plaza Facade

Review Type

Final Site Plan Landscape Review

Property Characteristics

- Site Location: 41431/41563 10 Mile Road
- Site Acreage: 1.6 acres
- Site Zoning: B1
- Adjacent Zoning:
- Plan Date: 4/22/2015

Ordinance Considerations

This project was reviewed for conformance with Chapter 37: Woodland Protection, Zoning Article 5.5 Landscape Standards, the Landscape Design Manual and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed and incorporated as part of the Final Site Plan submittal. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance.

As this is an existing site with only incremental changes being proposed, the applicant is not being asked to comply with all of the landscape ordinance requirements. The additions requested below are intended to improve the appearance of the site and provide some shading of the paved parking area.

Recommendation

This project is **recommended for approval** provided that the bold items below are addressed satisfactorily.

Requested Additions

Parking Lot Landscaping (Zoning Sec. 5.5.3.C.)

1. **Based on the vehicular use areas, approximately 10 canopy trees would be required within the parking area. Instead we ask that the applicant plant seven (7) canopy trees within the new landscape islands (2 per island except for the island with the relocated sign).**
2. **The islands should have a lawn groundcover, not rock or mulch.**

Parking Lot Perimeter Canopy Trees (Zoning Sec. 5.5.3.C.(3) Chart footnote)

There are 3 large canopy trees along the western property line, and 1 tree along the eastern property line, where paving up to the property line on either side does not allow the addition of more trees.

Street trees

There is insufficient room between the existing sidewalk and paving of 10 Mile Road to allow long-term survival of street trees, so none is provided.

Plant List, Planting Notations and Details(LDM 2.h. and t.)

Please provide a plant list and planting detail for the tree species to be planted.

Together with the requested trees, the project should create a much-improved look for the plaza.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader rmeader@cityofnovi.org.



Rick Meader – Landscape Architect

FACADE REVIEW



June 2, 2015

Façade Review Status Summary:
Approved, Section 9 Waiver Recommended

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

Attn: Ms. Barb McBeth – Director of Community Development

Re: **FACADE ORDINANCE REVIEW**
Novi Plaza, PSP15-0076
 Façade Region: 1, Zoning District: B-1

Dear Ms. McBeth:

The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by Scott Monchnik & Associates Architects, dated 4/22/15. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 5.15 are shown in the right-hand column. Materials that are in non-compliance are highlighted in bold.

	North (Front)	West (Right)	East (Left)	South (Rear)	Ordinance Maximum (Minimum)
BRICK	32%	0%	0%	Unaltered	100% (30%)
CULTURED STONE	26%	10%	10%	Unaltered	50%
EIFS	32%	0%	0%	Unaltered	25%
FLAT METAL (CORNICHE)	10%	0%	0%	Unaltered	50%
PAINTED CMU (EXISTING)	0%	90%	90%	Unaltered	0%

Comments: This application consists of façade alterations in accordance with Section 5.15.6 of the Ordinance. This Section states that when new materials are proposed for an existing facade, the entire facade shall be brought into compliance unless horizontal offsets greater than 2’ occur separating the altered and unaltered areas. The Ordinance does not require the alteration of all facades when one or more facades are proposed to be altered. Therefore, the south (rear) façade is in technical compliance with the Façade Ordinance. The plans indicate that an offset is provided between the altered and unaltered portions of the east and west facades. Although the offset is less than 2’ the intent of the Ordinance has been met with respect to visually separation of the altered and unaltered portions of these facades. Therefore, the side facades are also in technical compliance with the Ordinance with respect to materials.

Section 5.15.3 of the Ordinance requires that roof appurtenances be screened from view with materials consistent with the building design. Numerous roof appurtenances are currently visible on the building. It appears that these will be adequately screened via the raised parapets proposed on the north façade. This will significantly increase the appearance of the building. However, as shown in the photograph below, the roof appurtenances are also visible on the west (and east) façade. It is recommended that the applicant consider adding similar parapet extensions or other screening devices to screen these roof appurtenances, particularly on the west facade.



Recommendation: As shown in the chart above, the proposed percentage of EIFS on the north façade exceeds the maximum amount allowed by the Façade Ordinance (32% vs. 25%). A Section 9 Waiver is required for this deviation. It is our recommendation that the proposed alteration will significantly improve the overall appearance of the building and is consistent with the intent and purpose of the Façade Ordinance. *A Section 9 Waiver is therefore recommended for the Overage of EIFS on the north facade.* It is strongly recommended that screening of roof appurtenances be provided on the side facades, particularly on the west facade.

This recommendation is contingent upon the applicant providing a sample board indicating carefully coordinated harmonious colors for all proposed materials and painting of existing CMU on the side and rear facades not less than 5 days prior to the Planning Commission meeting.

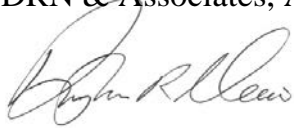
Notes to the Applicant:

1. Façade Ordinance requires 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. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

If you have any questions regarding this matter 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 a light blue horizontal line.

Douglas R. Necci, AIA

FIRE REVIEW



May 15 , 2015

TO: Barbara McBeth- Deputy Director of Community Development
Kristen Kapelanski- Plan Review Center
Sri Komaragiri- Plan Review Center

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Gwen Markham

Andrew Mutch

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Chief of Police**
David E. Molloy

Director of EMS/Fire Operations
Jeffery R. Johnson

Assistant Chief of Police
Victor C.M. Lauria

Assistant Chief of Police
Jerrod S. Hart

RE: Novi Plaza Facade

PSP#15-0076

Project Description: New façade and parking lot improvements on an existing mall

Comments:

1. New islands in the parking lot impede apparatus turning radius. Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. ***(D.C.S. Sec 11-239(b)(5))***

Recommendation:

- 1) **Recommended for approval with the correction of the above.**
Adjust islands to allow for 50' outside turning radius, apparatus cannot enter the site off Ten Mile Rd. and proceed to the front of the building.

Sincerely,

Joseph Shelton- Fire Marshal
City of Novi – Fire Dept.

cc: file

Novi Public Safety Administration
45125 W. Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

RESPONSE LETTER

SCOTT MONCHNIK & ASSOCIATES, INC.
1700 Stutz Drive, Suite 104-B Troy, Michigan 48084
ph # 248-654-1010 fax # 248-654-3002 e-mail: scott@smaarch.com

June 17, 2015

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375

RE: Novi Plaza –Façade Remodeling

Dear Planning Department,

We have read through all of the departments reviews for Planning Review –Preliminary Site Plan Approval and we will comply with all of their requested changes and additional information.

Planning:

-we will revise the barrier free parking locations and quantities; we will provide bicycle parking; add B-1 District notes for required conditions; provide lighting photometric plan; provide economic impact letter.

Engineering:

we will provide all items listed as general items per this review; we will provide storm water management plan; we will provide paving and grading details.

Landscaping:

we will provide the requested trees and landscaping.

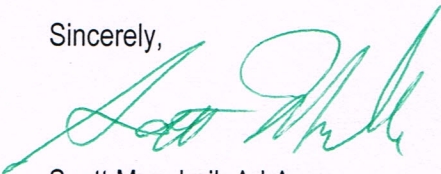
Per DRN's review:

We will review the west elevations, to provide additional screening for existing RTU's.

Fire Department:

We will rework island radius, to allow for fire apparatus access.

Sincerely,



Scott Monchnik A.I.A.
President