



## VILLAS AT STONEBROOK JSP17-62

### VILLAS AT STONEBROOK JSP17-62

Public hearing at the request of Pulte Homes of Michigan, LLC for approval of the Special Land Use Permit, Preliminary Site Plan, wetlands permit, woodlands permit and Stormwater Management Plan. The subject property is approximately 26 acres and is located on the east side of Wixom Road, north of Eleven Mile Road in Section 17. The applicant is proposing a 43 duplex (86 total units) "age-targeted" ranch style housing units. The subject property is currently zoned I-2, General Industrial with Planned Suburban Low-Rise Overlay. The development also proposes a shared public entrance to Wildlife Woods Park, which is zoned RA and some related minor parking improvements within the park.

### Required Action

Approve/deny the Special Land Use Permit, Preliminary Site Plan, Wetlands Permit, Woodlands Permit, and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	09-06-18	<ul style="list-style-type: none"> <li>• Subject to approved PSLR agreement</li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Engineering	Approval recommended	09-04-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Landscaping	Approval recommended	08-13-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Traffic	Approval recommended	09-05-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Wetland	Approval recommended	09-05-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Woodland	Approval recommended	09-05-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Façade	Approval recommended	09-25-18	<ul style="list-style-type: none"> <li>• All items have been addressed</li> </ul>
Fire	Approval recommended	08-09-18	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>

## **MOTION SHEET**

### **Approval – Special Land Use Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **approve** the Special Land Use Permit based on and subject to the following:

- a. The proposed use will not cause any detrimental impact on existing thoroughfares (*as the results of the TIA indicated that the development and adjacent roadways will experience acceptable levels-of-service and delays*);
- b. The proposed use will not cause any detrimental impact on the capabilities of public services and facilities;
- c. The proposed use is compatible with the natural features and characteristics of the land (*because necessary mitigation measures are proposed for the proposed impacts to natural features on the site*);
- d. The proposed use is compatible with adjacent uses of land (*because the proposed use conforms to the PSLR agreement and all standards for a two family detached home*);
- e. The proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan for Land Use;
- f. The proposed use will promote the use of land in a socially and economically desirable manner;
- g. The proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located; and
- h. (*additional comments here if any*)

*(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 – Preliminary Site Plan**

In the matter of Villas at Stonebrook JSP17-62, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- b. (*additional conditions here if any*)

*(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.)*

**- AND -**

### **Approval – Wetland Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **approve** the Wetland Permit based on and subject to the following:

- 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; and
- b. (*additional conditions here if any*)

*(This motion is made because the plan is otherwise in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**-AND-**

**Approval – Woodland Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **approve** the Woodland Permit based on and subject to the following:

- 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; and
- b. *(additional conditions here if any)*

*(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.)*

**Approval – Stormwater Management Plan**

In the matter of Villas at Stonebrook JSP17-62, motion to **approve** the Stormwater Management Plan based on and subject to the following:

- 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; and
- b. *(additional conditions here if any)*

*(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.)*

**- OR -**

**Denial – Special Land Use Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **deny** the Special Land Use Permit...*(because the plan is not in compliance with Article 4, Article 5, and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

**Denial – Preliminary Site Plan**

In the matter of Villas at Stonebrook JSP17-62, motion to **deny** the Preliminary Site Plan...*(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

**Denial- Wetland Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **deny** the Wetland Permit... *(because the plan is not in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial- Woodland Permit**

In the matter of Villas at Stonebrook JSP17-62, motion to **deny** the Woodland Permit... *(because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial - Stormwater Management Plan**

In the matter of Villas at Stonebrook JSP17-62, motion to **deny** the Stormwater Management Plan...*(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**MAPS**

Location

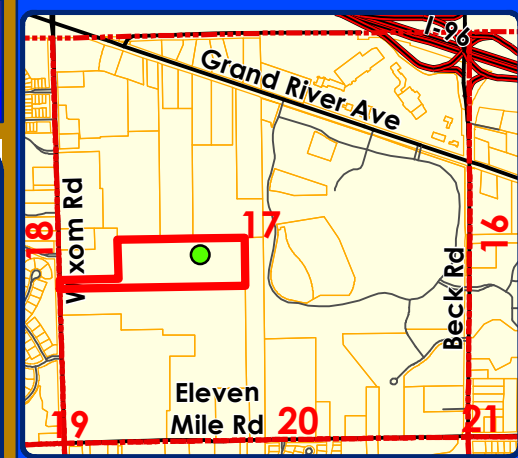
Zoning

Future Landuse

Natural Features

# JSP 17-62 VILLAS AT STONEBROOK

## Location Map

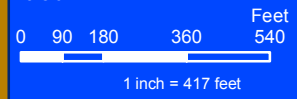


**LEGEND**  
[Red Outline] Sections



**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: 02/02/18  
Project: JSP 17-62 VILLAS AT STONEBROOK  
Version #: 1

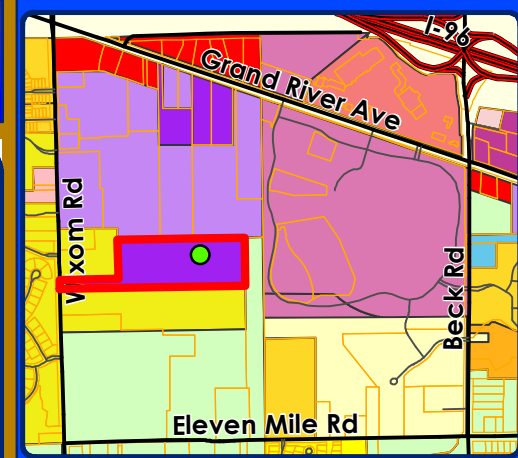
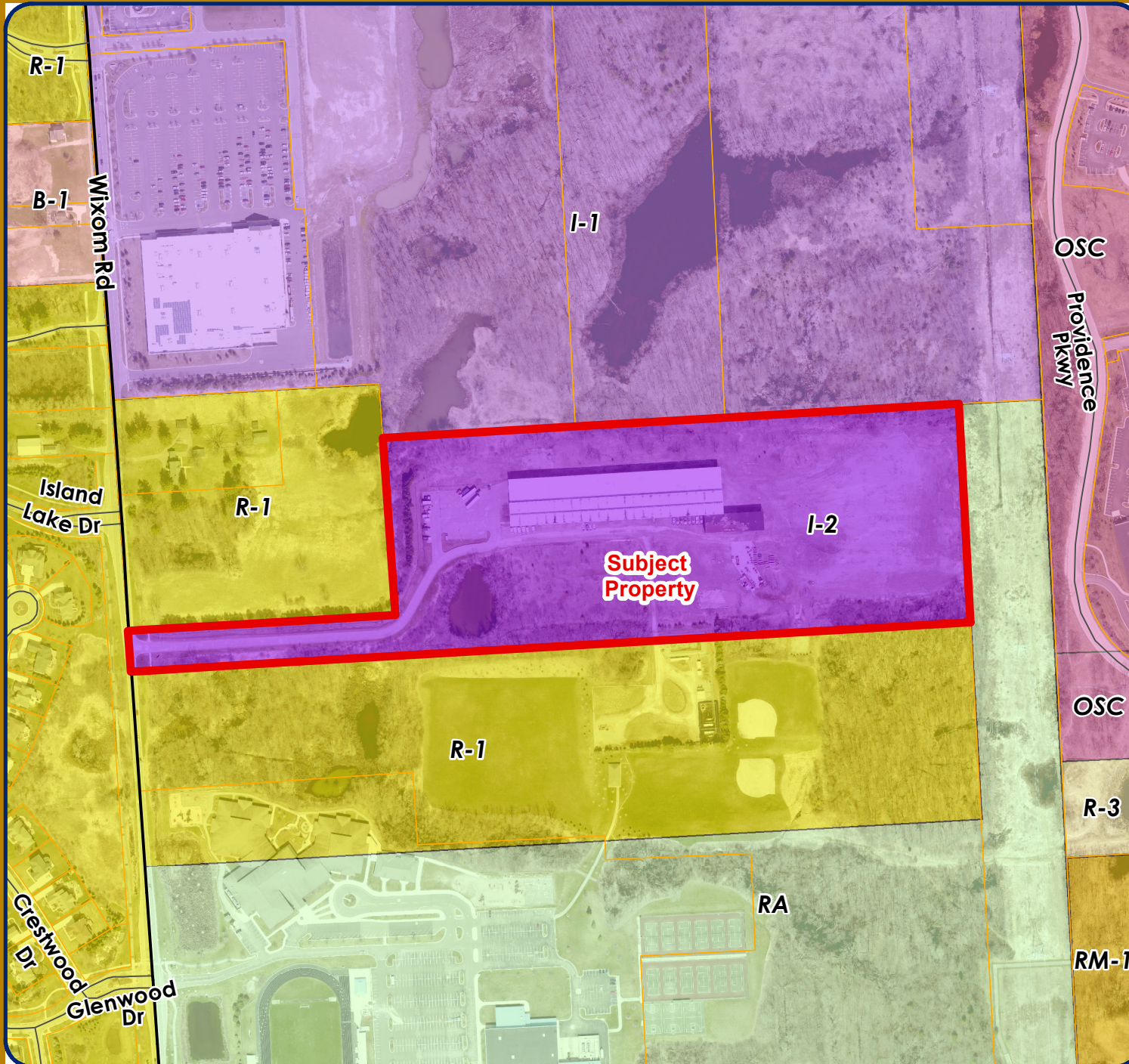


**MAP INTERPRETATION NOTICE**

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.

# JSP 17-62 VILLAS AT STONEBROOK

## Zoning Map



**LEGEND**

- R-A: Residential Acreage
- R-1: One-Family Residential District
- R-3: One-Family Residential District
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- RM-2: High-Density Multiple Family
- B-1: Local Business District
- B-2: Community Business District
- B-3: General Business District
- FS: Freeway Service District
- I-1: Light Industrial District
- I-2: General Industrial District
- OS-1: Office Service District
- OSC: Office Service Commercial
- OST: Office Service Technology

**City of Novi**  
 Dept. of Community Development  
 City Hall / Civic Center  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

Map Author: Sri Komaragiri  
 Date: 02/02/18  
 Project: JSP 17-62 VILLAS AT STONEBROOK  
 Version #: 1

Feet  
 0 90 180 360 540

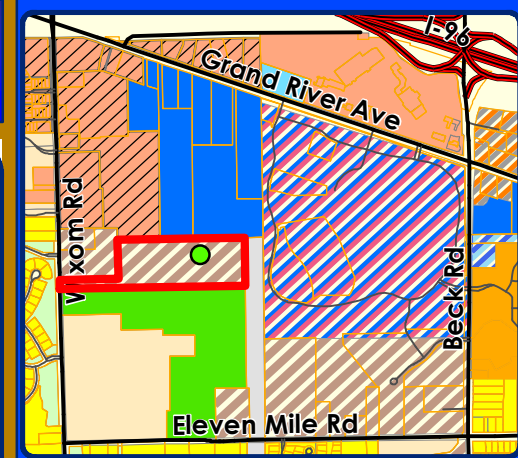
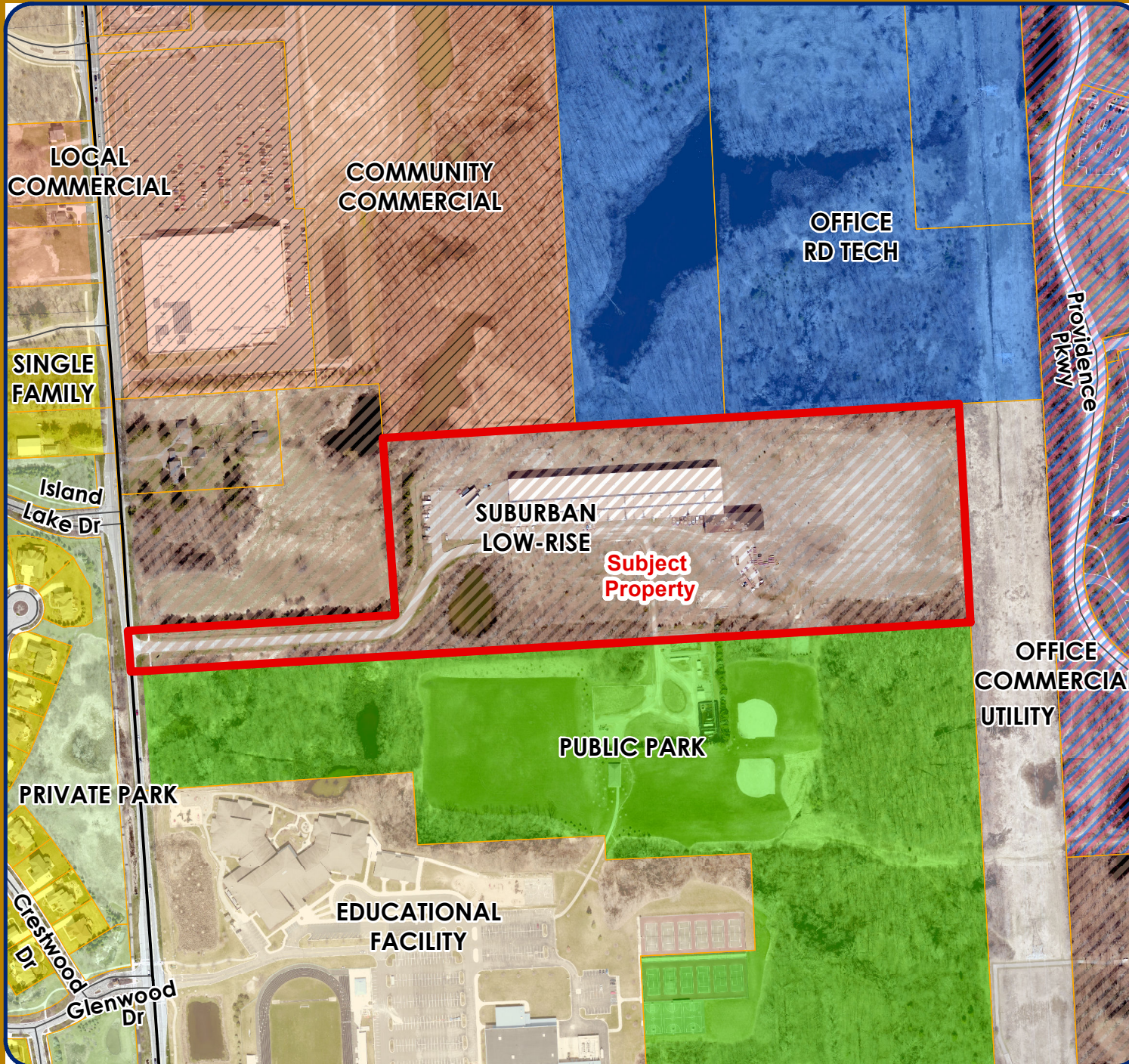
1 inch = 417 feet

**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.

# JSP 17-62 VILLAS AT STONEBROOK

## Future Land Use Map



**LEGEND**

**FUTURE LAND USE**

- Single Family
- Multiple Family
- Suburban Low-Rise
- Community Office
- Office RD Tech
- Office Commercial
- Office Research W/Retail Overlay
- Local Commercial
- Community Commercial
- Educational Facility
- Public
- Public Park
- Private Park
- Utility

**CITY OF NOVI**  
 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: 02/02/18  
 Project: JSP 17-62 VILLAS AT STONEBROOK  
 Version #: 1

0 90 180 360 540 Feet  
 1 inch = 417 feet

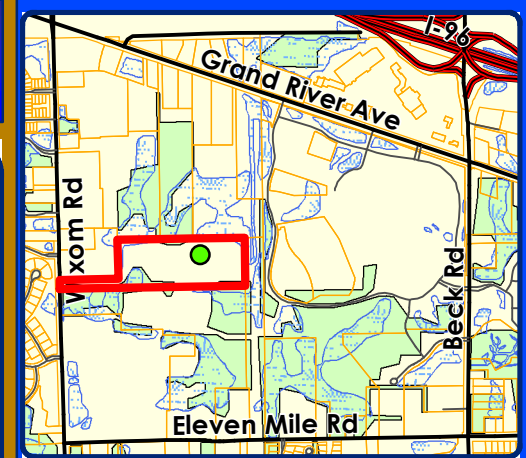
**MAP INTERPRETATION NOTICE**

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.





# JSP 17-62 VILLAS AT STONEBROOK

## Natural Features



### LEGEND

-  WETLANDS
-  WOODLANDS



## 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: 02/02/18  
Project: JSP 17-62 VILLAS AT STONEBROOK  
Version #: 1



1 inch = 417 feet



### 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.

**SITE PLAN**

(Full site plan is available for viewing at Community Development Department)















ALTERNATE MITIGATION PLAN



Know what's below.  
Call before you dig.  
The location of every underground utility is shown on the proposed plan. ANY WORKING AND ANY NEW WORKING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL OBTAIN THE EXACT LOCATION OF ALL UTILITIES FROM THE CITY OF NOVI. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY DAMAGE TO UTILITIES OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXERCISE DUE CARE AND PRECAUTION AND ALL UNDERGROUND UTILITIES.

NOTICE: CONSTRUCTION OF THIS PROJECT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR ANY DAMAGE TO UTILITIES OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXERCISE DUE CARE AND PRECAUTION AND ALL UNDERGROUND UTILITIES.

COPYRIGHT © 2024 ATWELL LLC. NO REPRODUCTION SHALL BE MADE WITHOUT THE WRITTEN CONSENT OF ATWELL LLC.



SECTION 17  
TOWN OF STONEBROOK, MI EAST  
CITY OF NOVI  
OAKLAND COUNTY, MICHIGAN

PULTE HOMES  
THE VILLAS AT STONEBROOK  
ALTERNATIVE MITIGATION PLAN  
LAYOUT PLAN

DATE: AUGUST 8, 2018

SCALE: 1" = 100 FEET

REVISIONS

SCALE: 0 50 100

1" = 100 FEET

DR. J. L. CH. KB

P.M. M. BUSH

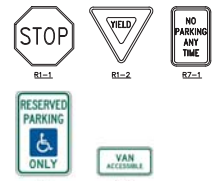
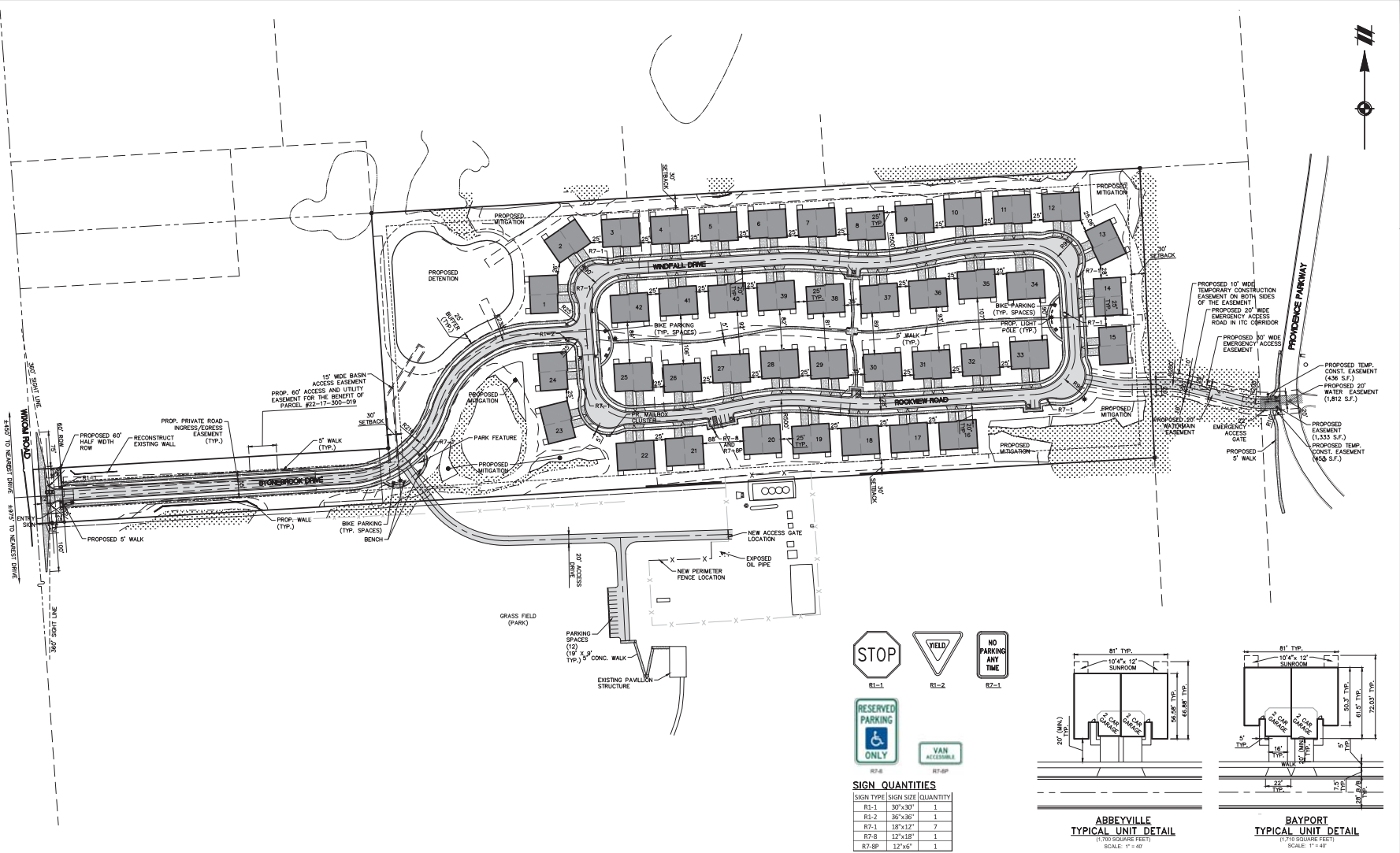
BOOK

JOB 17000933

SHEET NO.

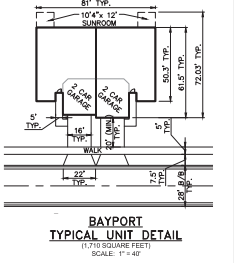
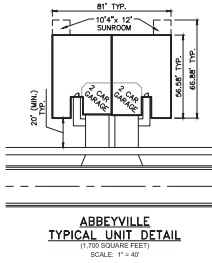
01

PRELIMINARY - NOT FOR CONSTRUCTION



**SIGN QUANTITIES**

SIGN TYPE	SIGN SIZE	QUANTITY
R1-1	30" x 30"	1
R1-2	36" x 36"	1
R1-3	18" x 12"	7
R1-3P	12" x 18"	1
R2-1	12" x 6"	1



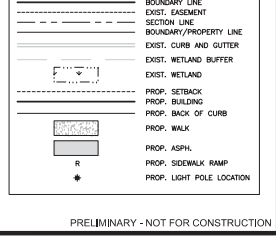
**SIGNAGE NOTES**

- ALL ON-SITE SIGNAGE AND PAVEMENT MARKINGS SHALL BE IN COMPLIANCE WITH THE MUTATED.
- ALL ROADSIDE SIGNS SHOULD BE INSTALLED TWO FEET FROM THE FACE OF THE CURB TO THE NEAR EDGE OF THE SIGN.
- ALL SIGNS SHALL BE A HEIGHT OF 3 FEET FROM GRADE TO THE BOTTOM OF THE SIGN WHEN PLACED IN THE VICINITY OF A CURBED AREA.
- TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
- TRAFFIC CONTROL SIGNS SHALL HAVE HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.
- STREET NAME SIGNS SHALL BE DESIGNED PER THE CITY OF NOVI TRAFFIC CONTROL SIGN STANDARDS.
- STREET NAME SIGNS ARE REQUIRED TO HAVE A GREEN FIELD, WHITE LETTERS, AND A WHITE BORDER.
- TEXT SHALL CONSIST OF A CAPITALIZED FIRST LETTER WITH THE REMAINING LETTERS IN LOWERCASE FONT.
- STREET NAME SIGNS SHALL HAVE A MINIMUM HEIGHT OF 12 INCHES AND MINIMAL LETTERING HEIGHT OF EIGHT INCHES FOR THE CAPITAL LETTERS AND SIX INCHES FOR THE LOWERCASE LETTERS. IF LOCATED ADJACENT TO A ROAD WITH A SPEED LIMIT OF 30 MPH OR GREATER.
- STREET NAME SIGNS SHALL HAVE A MINIMUM HEIGHT OF EIGHT INCHES AND MINIMAL LETTERING HEIGHT OF 4.5 INCHES, IF LOCATED AT RESIDENTIAL STREET INTERSECTIONS.
- STREET NAME SIGNS SHALL HAVE A LETTERING HEIGHT OF THREE INCHES FOR SUPPLEMENTARY LETTERING TO INDICATE THE STREET TYPE (I.E. DRIVE, AVENUE, ETC.).
- ALL STREET NAME SIGNS WITHIN THE CITY'S RIGHT OF WAY OR LOCATED ON PUBLIC STREETS AT THE INTERSECTION OF A PUBLIC STREET AND A PRIVATE STREET SHALL BE MOUNTED ON A 3 LB. OR GREATER U-CHANNEL POST AS DICTATED BY THE HEIGHT OF THE PROPOSED SIGN. STEEL INSERT SIGNS WITH A MINIMUM HEIGHT OF 36 INCHES SHALL BE SINGLE SIDED AND SANDWICHED ON A 1 1/2" x 1 1/2" 12-GAUGE PERFORATED GALVANIZED STEEL INSERT WITH THE ENDS OF THE SIGNS BOLTED TOGETHER. THE STEEL INSERT SHALL HAVE A MINIMUM LENGTH OF 36 INCHES AND MUST EXTEND A MINIMUM OF 12 INCHES INTO THE 3 LB. OR GREATER U-CHANNEL POST. IN PREVIOUS EXPERIENCES, THE CITY HAS DISCOVERED THAT THE CONNECTION BETWEEN SIGNS AND U-CHANNEL POSTS ARE USED TO SIGN THE SIGNS OF THE SIGNS. THE SIGNS TO ALLOW THE SIGNS ARE NOT MOUNTED ON STREET SIGNS PLACED ON PRIVATE ROADWAYS SINCE PRIVATE ROADWAY SIGNS ARE NOT MAINTAINED BY THE CITY. ON STREET SIGNS PLACED ON PRIVATE ROADWAYS WITH A NOMINAL DIMENSION OF 12" X 18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 3 LB. U-CHANNEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSION GREATER THAN 12" X 18" SHALL BE MOUNTED ON A GALVANIZED 3 LB. OR GREATER U-CHANNEL POST AS DICTATED BY THE HEIGHT OF THE PROPOSED SIGN.

**LAYOUT NOTES**

- THE PROPOSED DEVELOPMENT IS PLANNED TO BE DEVELOPED USING THE CITY'S PLANNED SUBSURBAN LOW-RISE (PSLR) OVERLAY DEVELOPMENT OPTION, UNDER OVERLAY SPECIAL USE APPROVAL ALLOWING FOR "LOW-RISE MULTIPLE-FAMILY" RESIDENTIAL USES.
- THE PURPOSE OF THIS CONCEPT PLAN SUBMITTAL IS FOR PRELIMINARY ZONING REVIEW WITH THE CITY, IN ACCORDANCE WITH THE EXISTING PSUR OVERLAY.
- THE DEVELOPMENT WILL CONTAIN PRIVATE ROADS. THE PROPOSED CONNECTION WILL BE COORDINATED WITH THE CITY OF NOVI.
- ALL SIDEWALKS AND SIDEWALK RAMPS WILL BE ADA COMPLIANT.
- SEE DETAIL SHEET FOR EYEBROW DIMENSIONAL DETAIL.
- NO ON-STREET PARKING IS PROPOSED. UNIT GARAGE AND DRIVE WAY PARKING EXCEEDS CITY PARKING REQUIREMENTS.
- THE TOTAL PROPOSED SQUARE FOOTAGE OF EACH DWELLING UNIT IS SHOWN ON THE TYPICAL UNIT DETAIL SHOWN ON THIS SHEET.
- PROPOSED TO BE SERVED BY PUBLIC SEWER AND WATER. THE LOCATIONS OF THE EXISTING WATER AND SEWER AS SHOWN ARE APPROXIMATE. FIRE PROTECTION IN ACCORDANCE WITH CITY OF NOVI STANDARDS WILL BE DETERMINED ON SUBSEQUENT SUBMITTALS.
- STORM WATER MANAGEMENT IS PROPOSED TO BE ADDRESSED THROUGH THE CONSTRUCTION OF A DETENTION BASIN AS SHOWN. REFER TO THE GRADING AND DETAILS SHEET FOR CONCEPTUAL SIZING CALCULATIONS. THE STORM WATER OUTLET IS CURRENTLY PLANNED TO BE OBTAINED FOR THE 100-YEAR EVENT ON-SITE AND THEN DIRECTED TO THE REGIONAL DETENTION BASIN TO THE SOUTH.

**LEGEND**







## PLANNING REVIEW



# PLAN REVIEW CENTER REPORT

September 6, 2018

Planning Review

Villas at Stonebrook

JSP 17-62

## PETITIONER

Pulte Home of Michigan, LLC

## REVIEW TYPE

Preliminary Site Plan with a Special Land Use

### Property Characteristics

<b>Section</b>	17	
<b>Site Location</b>	East side of Wixom Road, north of Eleven Mile Road ; 26700 Wixom Rd; 50-22-17-300-013	
<b>Site School District</b>	Novi Community School District	
<b>Site Zoning</b>	I-2 General Industrial with Planned Suburban Low-Rise Overlay (PSLR)	
<b>Adjoining Zoning</b>	North	I-1 Light Industrial & R-1: One-Family Residential with PSLR overlay
	East	RA: Residential Acreage
	West	R-1: One-Family Residential
	South	R-1: One-Family Residential
<b>Current Site Use</b>	Existing Industrial Building	
<b>Adjoining Uses</b>	North	Vacant industrial land; future towing location
	East	Industrial Office
	West	Island Lake residential subdivision
	South	Owned by City of Novi
<b>Site Size</b>	26 acres (Gross); 23.87 (Net)	
<b>Plan Date</b>	July 09, 2018	

### PROJECT SUMMARY

The subject property is currently vacant, previously occupied by Profile steel industry and measures 26 acres. The applicant is proposing 86 Two-family attached "Age targeted" ranch-style duplex housing units with a proposed density of 3.6 units per acre using PSLR overlay option. The plan proposes a central courtyard, a couple of pocket parks and sidewalks within the community. A secondary emergency access is provided to the east connecting to Providence Parkway. The applicant is also proposing a connection to the trail system within Providence Park Hospital Campus via ITC corridor to the east. The subject property would require brownfield remediation. **Low-rise multiple-family residential uses are considered a Special land use under PSLR overlay.** The applicant proposes to relocate the access drive for the existing well site, which is located directly to the south of the proposed development.

### RECOMMENDATION

Approval of the Preliminary Site Plan and Special Land Use is recommended.

### PROJECT HISTORY

At its February 7, 2018 meeting, the Planning Commission held a public hearing, and reviewed the PSLR Overlay Concept Plan and other information relative to the PSLR Overlay Development Agreement Application. The Planning Commission has provided a favorable recommendation to the City Council of the PSLR Overlay application and Concept Plan, subject to a number of conditions.

On February 26, 2018, the City Council considered the application and indicated its tentative approval of the PSLR Concept Plan, and in so doing, directed the City Administration and the City Attorney to prepare a PSLR Agreement.

On August 27, 2018, the City Council approved the PSLR Concept Plan and PSLR Agreement.

### **SPECIAL LAND USE CONSIDERATIONS**

---

Low-rise multiple-family residential uses are considered a Special land use under PSLR overlay. Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of any Special Land Use:

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.
- iv. Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- v. Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan for Land Use.
- vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- vii. Whether, relative to other feasible uses of the site, the proposed use is
  - a. listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and
  - b. is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

### **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 chart for information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of the Final Site Plan submittal:

1. Deviations: Please see below for approved list of deviations. **The applicant is asked to update the list on the cover page.**
2. Improvements in Wildlife Woods Park: During the PSLR approval process, the applicant has offered the following improvements in City's Wildlife Woods Park. The conformance to ordinance requirements for the proposed off-site park improvements and related wetland and woodlan permits are being reviewed as part of the current application. Improvements include a shared access drive to the propoed parking lot and the existing oil well. The parking lot with 12 spaces is proposed to be paved with no curb as shown on sheet 14. **Landscape improvements will be installed by City's Parks Department as determined necessary. The Fire Marshal has indicated that a turn-around is required for proper access.**

3. Alternative Mitigation Plan: The applicant will need to provide wetland mitigation for impacts to the wetlands. The applicant would prefer to propose off-site mitigation, but has not determined a suitable off-site location. The applicant has provided an alternative plan indicating that if such off-site mitigation cannot be located prior to final site plan approval, the applicant intends to construct "Plan B" showing on-site mitigation on-site (adjacent to existing wetland areas) with the reduction of two units, if this alternate plan is implemented.
4. Conservation Easements: Draft conservation easements are required along with Final Site Plan submittal.

#### APPROVED LIST OF DEVIATIONS

---

- a. Deviation to allow the submittal of a Traffic Impact Assessment in lieu of required Traffic Impact Study, as the number of estimated trips from this development will not exceed the City's threshold given the proposed use.
- b. Deviation from Sec. 3.21.2.A.i to allow buildings to front on an approved private driveway, which does not conform to the City standards with respect to required sixty foot right-of-way, due to the type of development proposed as an active older adult development, and because of the applicant's offer to provide an easement for the adjacent property to the north to provide shared access to Wixom Road, if needed.
- c. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.D to allow modifications to the required front and side setbacks (as indicated on the PSLR Concept Plan) due to the type of development proposed for active older adult development.
- d. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.D to allow reduction of minimum distance between buildings by 5 feet (30 feet required, 25 feet proposed) due to the type of development proposed for active older adult development.
- e. Deviation from Sec. 3.21.2.B to allow full time access drives to be connected to a section-line road as opposed to a non-section line road, as the applicant is proposing to provide driveway access/utility easement to neighboring properties to eliminate multiple curb cuts on Wixom Road.
- f. Deviation from Sec. 5.5.3.F.ii.b.(2) to allow placement of street trees between the sidewalk and the buildings, (provided the trees are at least 5 feet away from the sidewalk) as opposed to being located between the sidewalk and curb, due to type of development proposed.
- g. Deviation from Section 5.5.3.G.ii.b.(1) to allow additional sub-canopy trees in lieu of deciduous canopy or large evergreen trees, provided the developer limits the percentage of proposed subcanopy trees within 25 percent of the total required canopy trees, as this will provide additional visual and species diversity to the site.
- h. Deviation from Sec. 3.21.2.A.iii and Sec. 5.5.3 to allow absence of required landscaped berm along Wixom Road frontage due to limited frontage and flag shaped lot.
- i. Deviation from Sec. 4.04, Article IV, Appendix C-Subdivision ordinance of City Code of Ordinances for absence of a stub street required at 1,300 feet interval along the property boundary to provide connection to the adjacent property boundary, due to conflict with existing wetlands.
- j. Deviation from Chapter 7(c) (1) of Engineering Design manual for reducing the distance between the sidewalk and back of the curb. A minimum of 7.5 feet can be supported by staff.



- k. Deviation from Section 11-216 (Figure IX.5) of City's Code of Ordinances for reduction of residential driveway taper depth (10 feet required, 7.5 feet proposed) due to proximity of proposed sidewalk within the development.

#### OTHER REVIEWS

---

- a. Engineering Review: Engineering recommends approval with additional comments to be provided at the final site plan submittal.
- b. Landscape Review: Landscape recommends approval with additional comments to be provided at the final site plan submittal.
- c. Wetland Review: A City of Novi Wetland Non-Minor Use Permit and a City of Novi Authorization to Encroach the 25-Foot Natural Features Setback would be required. A MDEQ Wetland Permit may be required. Additional comments to be addressed prior to receiving approval of the Final Site Plan. Wetlands recommend approval.
- d. Woodland Review: A Woodland Permit from the City of Novi would be required. Additional comments to be addressed prior to receiving approval of the Final Site Plan. Woodlands recommend approval.
- e. Traffic Review: Traffic recommends approval with additional comments to be provided at the final site plan submittal.
- f. Facade Review: Façade recommends approval.
- g. Fire Review: Fire recommends approval with additional comments to be provided at the final site plan submittal.

#### NEXT STEP: PLANNING COMMISSION MEETING

---

All reviews are recommending approval. The site plan is scheduled for a Public hearing on February 28<sup>th</sup> meeting. Please provide the following **no later than 10 am on October 03, 2018.**

1. Original Site Plan submittal in PDF format dated 09-22-18 (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters.
3. A color rendering of the Site Plan, if any.

#### FINAL SITE PLAN SUBMITTAL

---

After receiving the Preliminary Site Plan approval, please submit the following for Final site plan review and approval

1. Seven copies of Final Site Plan addressing all comments from Preliminary review
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. Engineering Cost Estimate
6. Landscape Cost Estimate
7. [Other Agency Checklist](#)
8. [No Revision Façade Affidavit](#) (if no changes are proposed for Façade)
9. Legal Documents as required
10. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

#### ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

---

After receiving Final Site Plan approval, please submit the following for Electronic stamping set approval:

1. Plans addressing the comments in all of the staff and consultant review letters in PDF format.
2. Response letter addressing all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

#### STAMPING SET APPROVAL

---

Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36"**

copies with original signature and original seals, to the Community Development Department for final Stamping Set approval.

### **SITE ADDRESSING**

---

**New addresses are required for this project.** 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 by clicking on this [link](#).

Please contact the Ordinance Division 248.735.5678 in the Community Development Department with any specific questions regarding addressing of sites.

### **STREET AND PROJECT NAME**

---

**This project has received approval from the Street and Project Naming Committee.**

### **PRE-CONSTRUCTION MEETING**

---

**A Pre-Construction meeting is required for this project.** 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](mailto: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.

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](mailto:skomaragiri@cityofnovi.org).



---

Sri Ravali Komaragiri – Planner



## PLANNING REVIEW CHART : PSLR: Planned Suburban Low-Rise Overlay District

**Review Date:** August 30, 2018  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP17-62 THE VILLAS AT STONEBROOK  
**Plan Date:** July 09, 2018  
**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 with next submittal. Underlined items need to be addressed prior to the approval of the electronic stamping sets.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted August 23, 2017)</i>	Suburban Low-Rise	Suburban Low-Rise	Yes	
<b>Area Study</b>	The site does not fall under any special category	NA	Yes	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	I-2 General Industrial with PSLR(Planned Suburban Low-Rise )overlay	PSLR	Yes	<i>PSLR Agreement and PSLR Concept Plan are approved by City Council on August 27, 2018</i>
<b>Uses Permitted</b> <i>(Sec 3.1.27.B &amp; C)</i>	Sec 3.1.27.B Principal Uses Permitted. Sec 3.1.27.C Special Land Uses	86 Two-family attached dwellings proposed	Yes ??	<i>Special Land Use Permit required.</i>
<b>Housing for the Elderly (Sec. 4.20)</b>				
<b>Low-rise multiple-family residential uses</b> <i>(Sec. 4.70)</i>	- In the PSLR district, low-rise multiple-family residential uses are permitted as a special land use up to a maximum of six and one-half (6.5) dwelling units per net acre, excluding existing road rights-of way.	3.6 Dwelling units per acre; 86 Units per 23.87 Net acres	Yes	
<b>Required PSLR Overlay Use Standards/ Conditions for special land uses (Sec. 3.21.2)</b>				
<b>Site Standards (Sec. 3.21.2.A)</b>				
<b>Building Frontage</b> <i>(Sec. 3.21.2.A.i)</i>	Buildings shall front on a dedicated non-section line public street or an approved private drive	Site fronts on Section line public road. All individual dwellings front on proposed private driveway.  <b>Applicant indicated a 60 foot access/utility</b>	No	<i>Note that private drive shall be built according to private road standards per DCS Manual</i>

Item	Required Code	Proposed	Meets Code	Comments
		<b>easement for the property to the north.</b>		
<b>Building Setbacks</b> (Sec. 3.21.2.A.ii) & (Sec 3.1.27.D)	Minimum front yard setback: 30 ft*** Maximum front yard setback: 75 ft.			<i>Setbacks as shown are approved as part of PSLR agreement</i>
*** The maximum front and exterior side yard setback requirement when adjacent to roads and drives (other than planned or existing section line road right-of-way) is 75 feet.	Minimum rear yard setback: 30 ft	30 feet rear setback provided	Yes	
	Exterior side yard adjacent to roads and drives 30 ft***	Not fronting on major roads or section line roads	NA	
	Exterior side yard adjacent to planned or existing section line road ROW 50 ft	Not fronting on major roads or section line roads	NA	
	Interior side yard 30 ft	25 ft proposed between two buildings)	No	
	Building to building 30 ft	25 ft proposed between two buildings)	No	
	Building Corner to corner: 15 ft	25 ft.	Yes	
<b>Landscape Buffer and Berms</b> (Sec. 3.21.2.A.iii) (Sec. 5.5.3)	All buildings, parking lots and loading areas shall be separated from section line road rights-of-way by a <b>50 ft. landscape buffer</b> containing an undulating 3-5 ft. tall landscaped berm.	No berm is provided	No	<i>Deviation approved as part of PSLR agreement</i>
<b>Parking spaces for all uses in the district</b> (except for townhouse style multiple-family dwellings that provide private garages for each dwelling unit) (Sec. 3.21.2.A.iv)	Located only in the rear yard or interior side yard	Garage parking	Yes	
	Screened by 3-5 ft. undulating berm from adjacent streets per Section 5.5.3.	Not abutting other streets	NA	
	All parking and access aisles shall be Min. 15 ft. from all buildings	Edge of pavement is 20 feet away from buildings	Yes	
<b>Parking Setbacks</b> (Sec. 3.21.2.A.iv.d)  * except that parking spaces for townhouse developments shall be	Front yard parking is not permitted*	No parking proposed	NA	<i>11 parking spaces are proposed for guest in three locations along the internal loop road.</i>
	Exterior side yard adjacent to a section line road - 50 ft. min	No parking proposed	NA	
	Exterior side yard adjacent to a local street - 30 ft. min	No parking proposed	NA	
	Interior side yards	No parking proposed	NA	

Item	Required Code	Proposed	Meets Code	Comments
permitted in the front yard setback when the parking area is also a driveway access to a parking garage contained within the unit.	adjacent to single family residential districts - 30 ft. min			
	Interior side yards not adjacent to a single family residential district – 15 ft. min	No parking proposed	NA	
<b>Open Space Recreation requirements for Multi-Family Residential Developments (Sec. 3.21.2.A.v)</b>	Minimum of 200 square feet per dwelling unit of private opens space accessible to building (includes covered porches, balconies and patios)	2.6 acres	Yes	
	Common open space areas as central to project as possible	Pocket parks provided in multiple locations	Yes	
	Active recreation areas shall be provided with at least 50 % of the open spaces dedicated to active recreation	Total open spaces: 9.4 acres Usable open space: 4.2acres	No	<i>The concept plan proposes connection to Providence hospital trail system, three pocket parks and internal walks running through the central courtyard.</i>
	Active recreation shall consist 10% of total site area.	Provided	Yes	
<b>Other Applicable Zoning Ordinances (Sec. 3.21.2.A.vi, vii and ix)</b>	Loading and Unloading per Section 5.4	Loading spaces are not required	NA	
	Off-street Parking per Section 5.2 and 5.3	Garage parking and driveway parking	Yes	
	Landscaping per Section 5.5, All sites shall include streetscape amenities such as but not limited to benches, pedestrian plazas, etc.	Couple of pocket parks included	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Building Length</b> (Sec. 3.21.2.A.vii)	Maximum building length as described in Sec 3.21.3.A.vii shall not exceed <b>180 ft.</b>	Not applicable	NA	
	City Council may modify the minimum length up to a maximum of 360 ft. if: Building includes recreation space for min. 50 people Building is setback 1 ft. for every 3 ft. in excess of 180 ft. from all residential districts.	Not applicable	NA	
<b>Outdoor Lighting</b> (Sec. 3.21.2.A.x)	Maximum height of light fixtures: 20 ft.	20 ft.	Yes	
	Cut-off angle of 90 degrees or less	Full cut-off fixtures	Yes	
	No direct light source shall be visible at any property line abutting a section line road right-of-way at ground level.	Provided	Yes	
	Maximum Illumination at property line: 0.5fc	0.0 fc	Yes	
<b>Circulation Standards</b> (Sec. 3.21.2.B)				
<b>Full Time Access</b> (Sec. 3.21.2.B)	Full time access drives shall be connected only to non-section line roads	Full time access drives are connected to a proposed private drive	No	<i>This deviation is approved as part of PSLR agreement</i>
<b>Emergency Access</b> (Sec. 3.21.2.B)	Emergency access with access gate may be connected to section line roads when no other practical location is available	Emergency access is provide to the east to connect to Providence Parkway	Yes	
<b>Connection to Neighboring Properties</b> (Sec. 3.21.2.B.i)	New roads should provide public access connections to neighboring properties at location(s) acceptable to the City and the neighboring property	Connections to neighboring parcels are not proposed at this time. A 60 feet access easement is provided for future connections	No	
<b>New Roads</b> (Sec. 3.21.2.B.ii.a)	New roads shall be designed as pedestrian/bicycle focused corridors as identified in the Non-Motorized Master Plan			

Item	Required Code	Proposed	Meets Code	Comments
<b>Non-Motorized Facilities</b> (Sec. 3.21.2.B.ii.b)	Facilities shall be connected to the existing pedestrian network	Sidewalks are proposed within the site and connected to Wixom Road	Yes	
<b>Proposed Non-Motorized Facilities</b> (Sec. 3.21.2.B.ii.c)	Where existing non-motorized facilities do not exist on adjacent neighboring properties, facilities shall be stubbed to the property line.	A 5 foot sidewalk is proposed on either side of the proposed private drive	Yes?	<b>Provide sidewalk along the entire Wixom Road frontage south of development entrance</b>
<b>Building Design Standards (Sec. 3.21.2.C)</b>				
<b>Building Height</b> (Sec. 3.21.2.C.i)	35 ft. or 2 ½ stories	32 ft	Yes	
<b>Building Design</b> (Sec. 3.21.2.C.ii)	Buildings must be designed with a "single-family residential character"	Two-family attached housing	Yes	<b>Refer to Façade review for additional comments</b>
<b>Maximum % of Lot Area Covered</b> (Sec. 3.1.27.D)	25%	20%	Yes?	
<b>Note To District Standards (Sec 3.6.2)</b>				
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)		Parking proposed in front yard	NA	
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is provided	Yes	<b>Refer to Landscape review letter</b>
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	Refer to Sec 3.6.2 for more details	Modifications are not requested	NA	
<b>Parking, Loading and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b>	Two (2) for each dwelling unit	Two spaces per unit in Garage	Yes	
<b>Residential, one-family and two family</b> (Sec. 5.2.12.A)	For 86 units, 172 spaces	11 guest parking in three different location		
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	<u>90° parking layout:</u> 9' x 19' parking space dimensions and 24' wide drives	Not provided	NA	
	9' x 17' if overhang on 7' wide interior sidewalk or landscaped area as long as detail indicates 4' curb	Not provided	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	- 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	
<b>End Islands</b> (Sec. 5.3.12)	- 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	Not provided	NA	
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	1 barrier free parking spaces (for total 26 to 50)& 1 van barrier free parking space	1 barrier free parking space is provided	Yes	
<b>Barrier Free Space Dimensions</b> <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces	- 8' wide with an 8' wide access aisle for van accessible space	Yes	
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	Not provided	NA	
<b>Minimum number of Bicycle Parking</b> (Sec. 5.16.1)	One (1) space for each twenty (20) employees on the maximum shift, minimum two (2) spaces	Not provided	NA	
<b>Bicycle Parking General requirements</b> (Sec. 5.16)	- 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	Bike racks provided near pocket parks	Yes	



Item	Required Code	Proposed	Meets Code	Comments
	- Shall be accessible via 6 ft. paved sidewalk			
<b>Bicycle Parking Lot layout</b> (Sec 5.16.6)	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	5 ft. sidewalks are proposed	No	Refer to Traffic comments for revision required
<b>Loading Spaces</b> (Sec. 5.4.1) Location of such facilities in a permitted side yard shall be subject to review and approval by the City	As needed	Not required	NA	
<b>Dumpster</b> (Sec 4.19.2.F)	<ul style="list-style-type: none"> <li>- Located in rear yard or interior side yard in case of double frontage</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft, from property line.</li> <li>- Away from Barrier free Spaces</li> </ul>	The applicant indicated at the Pre-application meeting that Trash will be picked up by the curb	Yes	
<b>Dumpster Enclosure</b> (Sec. 21-145.(c) City code of Ordinances)	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Not provided	NA	
<b>Sidewalk Requirements</b>				
<b>ARTICLE XI. OFF-</b>	- In the case of new	The applicant proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>ROAD NON-MOTORIZED FACILITIES</b> <i>Sec. 11-256. Requirement. (c) &amp; Sub. Ord. Sec. 4.05,</i>	streets and roadways to be constructed as part of the project, a sidewalk shall be provided on both sides of the proposed street or roadway. <ul style="list-style-type: none"> <li>- Sidewalks along arterials and collectors shall be 6 feet or 8 feet wide as designated by the "Bicycle and Pedestrian Plan," but not along industrial service streets per Subdivision Ordinance</li> <li>- Whereas sidewalks along local streets and private roadways shall be five (5) feet wide.</li> </ul>	connecting to the existing trail system within Providence hospital campus. They also noted about proposing new pathway along Providence park way. Details to be provided with next submittal		
<b>Pedestrian Connectivity</b>	<ul style="list-style-type: none"> <li>- 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</li> <li>- Building exits must be connected to sidewalk system or parking lot.</li> </ul>	Provide sidewalks on both sides of the private drive	Yes	
<b>Other Requirements</b>				
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).		Yes	
<b>General layout and dimension of proposed physical improvements</b>	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	Mostly provided. Some dimensions are required to provide more clarity.	Yes	Refer to all review letter for comments

Item	Required Code	Proposed	Meets Code	Comments
	pavement area (indicate public or private).			
<b>Economic Impact</b>	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Information provided as part of Community Impacts statement. Over 5 million in construction costs.	Yes	
<b>Legal Documents</b>	Conservation easements are required  Master Deed would be required for the ROW dedication with Final Site Plan review	Conservation easements	No	<u>A draft agreement would be required once City Council approves the Concept Plan</u>
<b>Development and Street Names</b>	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Development name approved	Yes	
<b>Development/ Business Sign</b>	- Signage if proposed requires a permit. - Exterior Signage is not regulated by the Planning Division or Planning Commission.	A monument sign is proposed at the entrance	Yes?	<u>This review does not include signage. The applicant should apply for a sign permit prior to installation.</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

09/04/2018

## Engineering Review

Villas at Stonebrook  
JSP17-0062

---

### Applicant

Pulte Homes

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: East of Wixom Road, south of Grand River Avenue
- Site Size: 26 acres
- Plan Date: 07/09/2018
- Design Engineer: Atwell

### Project Summary

- Proposed development of 86 duplex housing units. Site access from one driveway off Wixom Road with proposed private roadway in the development.
- Water service would be provided by connection to existing 16-inch water main in Wixom Road, and off-site connection to existing 12-inch water main in Providence Parkway for looped water service.
- Sanitary sewer service would be provided by connection to existing sanitary sewer in Wixom Road.
- Storm water would be collected by a single storm sewer collection system and detained on-site.

### 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 the design and construction standards as set forth in Chapter 11 of the City of Novi Codified Ordinance, 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 with Final Site Plan submittal):**

**General**

1. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the printed Stamping Set submittal. They can be found on the City website ([www.cityofnovi.org/DesignManual](http://www.cityofnovi.org/DesignManual)).
2. A right-of-way permit will be required from the City of Novi for work in the Wixom Road right-of-way.
3. The sixty (60) foot half right-of-way width for Wixom Road is shown as proposed and will be dedicated with this development.
4. A six (6) foot sidewalk is required along the Wixom Road property frontage in accordance with the Bicycle and Pedestrian Master Plan.
5. Provide a backflow prevention device on all irrigation systems. The backflow prevention device shall be an RPZ, or another approved device based on site conditions such as irrigation head heights (pop-ups), grade changes, berms etc. Please contact Kevin Roby in the Water and Sewer Division at 248-735-5640 with any questions.

**Water Main**

6. Provide a profile for all water main 8-inch and larger.
7. Provide at least 3 feet of clearance between the sidewalk and fire hydrants.
8. Provide three (3) signed and sealed sets of revised utility plans along with the MDEQ permit application (06/12 rev.) for water main construction. The Streamlined Water Main Permit Checklist should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

**Sanitary Sewer**

9. Provide a testing bulkhead immediately upstream of the sanitary connection point. Additionally, provide a temporary 1-foot deep sump in the first sanitary structure proposed upstream of the connection point, and provide a secondary watertight bulkhead in the downstream side of this structure.
10. Provide seven (7) signed sealed sets of revised utility plans along with the MDEQ permit application (01/18 rev.) for sanitary sewer construction and the Streamlined Sanitary Sewer Permit Certification Checklist should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any

applicable utility sheets and the standard detail sheets. Also, the MDEQ can be contacted for an expedited review by their office.

#### Storm Sewer

11. A minimum cover depth of 3 feet shall be maintained over all storm sewers.
12. Provide a four-foot deep sump and an oil/gas separator in the last storm structure prior to discharge to the storm water basin.
13. Sump discharge lines should tie in to rear yard storm sewer with a minimum four (4) inch line at 1.0% minimum slope. Indicate invert elevations on storm sewer plan.

#### Storm Water Management Plan

14. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin.
15. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
16. Include a detail of the basin maintenance access route illustrating maximum slope of 1V:5H, and cross section able to withstand the passage of heavy equipment. Verify the access route does not conflict with proposed landscaping.

#### Paving & Grading

17. Provide 6 foot sidewalk along the Wixom Road frontage.
18. Provide a note on the Grading Plan stating the right-of-way pathway will match existing grades at both ends.
19. Provide a cross-section of the storm water basin maintenance access route, capable of passage of heavy equipment.
20. Add a note to the plan stating that the emergency access gate is to be installed and closed prior to the issuance of the first TCO in the subdivision.

#### Soil Erosion and Sediment Control

21. A SESC permit is required. The review checklist detailing all SESC requirements is attached to this letter. An informal review will be complete with the Final Site Plan if SESC plans are included in the submittal. The SESC permit application can be found on the City's website at <https://cityofnovi.org/Reference/Forms/Bldg-SoilErosionPermitNewDevelopment.aspx>.

#### Off-Site Easements

22. Off-site utility easements must be executed **prior to final approval of the plans**. Drafts should be submitted as soon as possible with the attached Legal Review Transmittal form.
  - a. Off-site emergency access easement is required to the east.
  - b. Off-site public water main easement is required to the east.
  - c. Temporary off-site grading easement is required to the east.

- d. Access easement from Wixom Road to the oil well property.

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

23. 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).
24. Draft copies of off-site easements, a recent title search, and legal escrow funds must be submitted to the Community Development Department for review and approved by the Engineering Division and the City Attorney prior to being executed.

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

25. 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.
26. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
27. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Community Development Department.
28. A 20-foot wide easement where storm sewer or surface drainage crosses lot boundaries must be shown on the Exhibit B drawings of the Master Deed.
29. A draft copy of the warranty deed for the additional right-of-way to be dedicated along Wixom Road must be submitted for acceptance by the City.
30. Executed copies of any required off-site easements must be submitted to the Community Development Department.

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

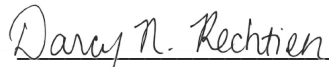
31. A pre-construction meeting shall be required prior to the commencement of any site work. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).



32. 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 (no application fee).
33. An NPDES permit must be obtained from the MDEQ since the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.
34. 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.
35. A permit for work within the right-of-way of Wixom Road must be obtained from the City of Novi. The application is available from the City Engineering Division and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Division at 248-347-0454 for further information.
36. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the Water and Sewer Senior Manager after the water main plans have been approved.
37. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the Water and Sewer Senior Manager after the sanitary sewer plans have been approved.
38. Construction Inspection Fees, to be determined once the construction cost estimate is submitted, must be paid prior to the pre-construction meeting.
39. A storm water performance guarantee, equal to 1.2 times the amount required to complete storm water management and facilities as specified in the Storm Water Management Ordinance, must be posted with Community Development.
40. An incomplete site work performance guarantee, equal to 1.2 times the amount required to complete the site improvements (excluding the storm water detention facilities) as specified in the Performance Guarantee Ordinance, must be posted with Community Development.
41. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted with Community Development.
42. Permits for the construction of each retaining wall exceeding 48 inches in height (measured from bottom of footing to top of wall) must be obtained from the Community Development Department (248-347-0415).

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Darcy Rechtien at (248) 735-5695 with any questions.



\_\_\_\_\_  
Darcy N. Rechtien, P.E.

cc: George Melistas, Engineering  
Sri Komaragiri, Community Development  
Kristen Pace, Treasurers  
Ben Croy, Water and Sewer

## LANDSCAPE REVIEW



# PLAN REVIEW CENTER REPORT

August 13, 2018

## Preliminary Site Plan - Landscaping

Villas at Stonebrook

JSP#17-62

---

### Review Type

Preliminary Landscape Review

### Property Characteristics

- Site Location: 26700 Wixom Road - north of Wildlife Woods Park
- Site Acreage: 25.88 acres
- Site Zoning: I-2 with PSLR overlay
- Adjacent Zoning: North: R-1 and I-1, East: RA (ITC corridor), South, West: R-1
- Plan Date: 7/9/2018

### 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 revised Preliminary Site Plans. Underlined items need to be addressed in Final Site Plans. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review and the accompanying Landscape Chart is a summary and not intended to substitute for any Ordinance.

### Recommendation

The project is **recommended for approval**. The comments below should be corrected in Preliminary or Final Site Plans, as indicated by bold or underlined comments.

**Deviations from Ordinance:** The following deviations were recommended by the Planning Commission at their February 7, 2018 meeting, and subsequently approved by the City Council:

- No berm is provided at the Wixom Road frontage.
- Up to 25% of the total 264 site landscaping tree requirement can be subcanopy trees.

**Please add this list, and the date of approval, to the landscape plans.**

### Ordinance Considerations

Existing Soils (Preliminary Site Plan checklist #10, #17)

Provided.

Existing and proposed overhead and underground utilities, including hydrants.(LDM 2.e.(4))

1. Provided.
2. There are no overhead utility lines in the vicinity of the project.

Existing Trees (Sec 37 Woodland Protection, Preliminary Site Plan checklist #17 and LDM 2.3 (2) )

1. A tree survey is provided and trees to be removed are clearly marked.
2. Tree fencing is shown on the Demolition Plan.

### Woodland Replacement Trees

1. See ECT's review for a more detailed discussion of woodland replacement trees.

2. The makeup of the replacement trees should be similar to the trees removed. None of the removed trees were evergreen trees, yet 68 of the 120 replacement trees are proposed to evergreen. **Please reduce the composition of the replacement trees to no more than 10% of the trees planted.**
3. *Picea mariana* is a valid replacement for *Picea abies*, however it is hard to find in the commercial trade and is typically found in wetlands. For this reason using White Pine (*Pinus strobus*) in place of *Picea mariana* is recommended.

Adjacent to Residential - Buffer (Zoning Sec. 5.5.3.B.ii and iii)

Adjacent Industrial-zoned property to north is not developed. The property to the east is the ITC corridor. No berms need to be installed.

Adjacent to Public Rights-of-Way – Berm (Wall) & Buffer (Zoning Sec. 5.5.3.B.ii and iii)

1. The Planning Commission approved the deviation to not include the required berm.
2. The only frontage is on Wixom Road. The 50 foot greenbelt depth required for a PSLR project on a section road is exceeded greatly. The frontage is 120 linear feet and the boulevard entry is 60 feet wide, leaving 60 feet of frontage for trees. Based on this, 2 canopy trees and 6 subcanopy trees are required.
3. 2 canopy trees and 3 subcanopy trees are provided, but it is difficult to be certain if replacement trees are used to meet this requirement. They cannot.

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and LDM 1.d.)

1. As mentioned above, the frontage on Wixom Road is 120 feet, but the clear vision zone does not allow any room for street trees so none are required.
2. For interior street trees, the multifamily requirement should be followed (below). The trees should be located between the sidewalk and street wherever possible, and 5 feet behind the sidewalk where that can't be accomplished. All street trees not shown near the homes should be no more than 15 feet behind the curbs.
3. **Please relocate street trees as necessary to accomplish these guidelines.**

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

No parking lots are proposed.

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

No parking lots are proposed.

Boulevard island landscaping

Please identify the 3 trees in the entry island. Those can't count toward the street tree requirement.

Loading Zone screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

No loading zone screening is required as part of this project.

Multi-family Landscaping (Zoning Section 5.5.3.E.ii)

1. For street trees, 1 tree per 35 lf of frontage, less driveways and interior road widths, is required for each side of the road. Per the calculations provided, 190 are required but only 183 were found. **Please make sure the required number of street trees are provided and clearly shown as street trees.**
2. Using subcanopy trees in place of deciduous canopy or large evergreens is a deviation from the ordinance. The Planning Commission approved the deviation that allowed up to 25% of the site landscaping trees based on dwelling units to be subcanopy trees.
3. The plan shows 258 trees provided as required (3 x number of ground floor dwelling units). Including the Temple's Upright maples as subcanopy trees, due to their narrow canopy,

the number of subcanopy trees used in site landscaping has been reduced to less than 25%.

4. The typical unit landscaping detail shows that approximately 46% of each building's frontage along the interior drive is landscaped, which exceeds the 35% requirement.

Plant List (LDM 2.h. and t.)

1. **Please follow the requirements of the Landscape Design Manual (LDM 4) for tree diversity.** Currently 20% of the trees used are honeylocusts. Adding oaks, maples and other species to the mix of species would add this diversity. **Please use other species to drop the genus percentage to 15% and the species percentage to approximately 10%.**
2. On Final site plans, please provide the anticipated costs of landscaping, including sod, seed and mulch, using the city standard costs at: <http://cityofnovi.org/Government/City-Services/Community-Development/Fees/Planning/FeeSchedule-OtherReviewFees.aspx> (the 3rd page).

Planting Notations and Details (LDM)

1. Provided.
2. **Please revise the details provided per the instructions on the landscape chart.**

Storm Basin Landscape (Zoning Sec 5.5.3.E.iv and LDM 1.d.(3))

The required shrubs are provided.

Irrigation (LDM 1.a.(1)(e) and 2.s)

The proposed landscaping must be provided with sufficient water to become established and survive over the long term. Please note how this will be accomplished if an irrigation plan is not provided.

Proposed topography. 2' contour minimum (LDM 2.e.(1))

Provided.

Snow Deposit (LDM.2.q.)

Provided.

Proposed trees to be saved (Sec 37 Woodland Protection 37-9, LDM 2.e.(1))

**Please keep the tree tag number on the landscape plan for use during inspections.**

Corner Clearance (Zoning Sec 5.9)

Provided.

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@cityofnovi.org](mailto:rmeader@cityofnovi.org).



---

Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – Preliminary Site Plan

**Review Date:** August 13, 2018  
**Project Name:** JSP17 – 0062: VILLAS AT STONEBROOK  
**Plan Date:** July 9, 2018  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

Items in **Bold** need to be addressed by the applicant before approval of the Preliminary Site Plan.  
Underlined items need to be addressed for Final Site Plan.

DEVIATIONS FROM ORDINANCES: These were approved by Planning Commission at their 2/7/2018 meeting:

- Deviation from Sec. 5.5.3.F.ii.b.(1) to allow additional sub-canopy trees in lieu of deciduous canopy or large evergreen trees provided the applicant limits the percentage of proposed sub-canopy trees within 25 percent of total required canopy trees, as it will provide additional visual and species diversity to the site;
- Deviation from Sec. 3.21.2.A.iii and Sec. 5.5.3 to allow absence of required landscaped berm along Wixom Road frontage due to limited frontage and flag shaped lot;

Please include this table of approved deviations on Sheet 9, with the date of the meeting.

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1" =20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Yes	Yes	1. Overall Plan Scale 1" =60' 2. Details Scale: 1" =30' (acceptable)
<b>Project Information</b> (LDM 2.d.)	Name and Address	Yes – on Sheet 9	Yes	
<b>Owner/Developer Contact Information</b> (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes – on cover sheet	Yes	
<b>Landscape Architect contact information</b> (LDM 2.b.)	Name, Address and telephone number of RLA	Yes	Yes	
<b>Sealed by LA.</b> (LDM 2.g.)	Requires original signature	No		<u>Need for Final Site Plans</u>

Item	Required	Proposed	Meets Code	Comments
<b>Miss Dig Note</b> (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
<b>Zoning</b> (LDM 2.f.)	Include parcel and all adjacent parcels' zoning	<u>Parcel:</u> I-2 with PSLR overlay <u>North:</u> R-1 and I-1 <u>East:</u> RA (ITC easement) <u>South, West:</u> R-1	Yes	Shown on Sheet 9
<b>Survey information</b> (LDM 2.c.)	<ul style="list-style-type: none"> <li>▪ Legal description or boundary line survey</li> <li>▪ Existing topography</li> </ul>	Topo and description on Sheet 02	Yes	
<b>Existing plant material</b> <b>Existing woodlands or wetlands</b> (LDM 2.e.(2))	<ul style="list-style-type: none"> <li>▪ Show location type and size. Label to be saved or removed.</li> <li>▪ Plan shall state if none exists.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Tree survey is provided on Sheets 02 and 03.</li> <li>▪ Woodlands Boundary on Sheet 3.</li> <li>▪ Replacement calculations shown on Sheet 03.</li> <li>▪ Replacements are shown on Sheet 09</li> <li>▪ Tree fence line and silt fence line shown on Sheet 2.</li> </ul>	Yes	<ol style="list-style-type: none"> <li>1. Except within wetlands to be preserved, most trees are being removed from the site.</li> <li>2. Each tree is shown as getting 1 credit. Evergreen trees only count as 2/3 credit for replacement trees. <b>Please correct this.</b></li> <li>3. <b>Please see ECT's review for required woodland replacements and provide required trees from Woodland Replacement Chart.</b></li> </ol>
<b>Soil types</b> (LDM.2.r.)	<ul style="list-style-type: none"> <li>▪ As determined by Soils survey of Oakland county</li> <li>▪ Show types, boundaries</li> </ul>	Yes	Yes	Sheet 02
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	Yes	Yes	<ol style="list-style-type: none"> <li>1. <b>Please show utility leads to buildings to help avoid conflicts.</b></li> <li>2. <b>Please move utility lines outside of landscape strip between the sidewalk and the curb as much as possible so the</b></li> </ol>



Item	Required	Proposed	Meets Code	Comments
				required street trees can be placed there.
<b>Proposed grading. 2' contour minimum</b> (LDM 2.e.(1))	Provide proposed contours at 2' interval	Yes	Yes	
<b>Snow deposit</b> (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				
<ul style="list-style-type: none"> <li>▪ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>▪ Berm should be located on lot line except in conflict with utilities.</li> <li>▪ Berms should be constructed with of loam with 6" layer of top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.A)	Not required for residential property abutting undeveloped industrially zoned property or ITC corridor.	NA		
<b>Planting requirements</b> (LDM 1.a.)	LDM Novi Street Tree List	NA		
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>ROW Landscape Screening Requirements(Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width</b> (2)(3) (5)	50 feet	Approx 1300 ft	Yes	
<b>Berm requirements</b> (Zoning Sec 5.5.3.A.(5) and 3.21.2.A.iii)	Undulating berm 3-5 feet tall with a 4 foot wide crest	None	No	The deviation for the lack of berm was approved by the Planning Commission on 2/7/2018
Min. berm crest width	4 feet	None		See above
Minimum berm height (9)	3-5 feet	None		See above
3' wall	(4)(7)	No		
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>▪ 1 per 35 lf</li> <li>▪ (120-60)/35 = 2 trees</li> </ul>	2 trees	Yes	
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>▪ 1 tree per 20 lf</li> <li>▪ (120-60)/20 = 3 trees</li> </ul>	3 trees	Yes	<b>Please locate all trees outside of the right-of-way.</b>
<b>Canopy deciduous trees in area between sidewalk and curb</b> (Novi Street Tree List)	<u>Wixom Road:</u> <ul style="list-style-type: none"> <li>▪ 1 tree per 20 lf</li> <li>▪ (120-85)/35 = 1 canopy tree</li> </ul> <u>Interior</u> <ul style="list-style-type: none"> <li>▪ See the Multi-family landscaping discussion</li> </ul>	<u>Wixom Road:</u> 0 trees	Yes	The clear vision zone, combined with the central placement of the entry does not leave sufficient room for any street trees. Despite the calculation

Item	Required	Proposed	Meets Code	Comments
	below.			indicating 1 tree is possible, in fact there isn't sufficient room for any street trees in the Wixom Road frontage.
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>▪ Label contour lines</li> <li>▪ Maximum 33%</li> <li>▪ Min. 4 feet flat horizontal area</li> <li>▪ Minimum 3 feet high</li> <li>▪ Constructed of loam with 6' top layer of topsoil.</li> </ul>	No berm is provided.	NA	
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	NA		
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No walls are proposed.		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>Multi-family/Attached Dwelling Units (Zoning Sec 5.5.3.F.ii)</b>				
Interior Street Trees (Sec 5.5.3.F.ii.b(2))	<ul style="list-style-type: none"> <li>• 1 deciduous canopy tree per 35 lf of interior roadway (both sides), excluding driveways, parking entry drives and interior roads adjacent to public rights-of-way</li> <li>• Entrance Drive: <math>(1334 \times 2) / 35 = 76</math> trees</li> <li>• Interior loop drive: <math>(2517 - 576 + 2740 - 1040) / 35 = 112</math> trees</li> </ul>	Entrance drive: 78 trees Loop drive: 112 trees	Yes	<ol style="list-style-type: none"> <li>1. As noted above, the interior street trees should be located between the sidewalk and street, within 15 of the back of curb. <b>Please work to realign the utilities where possible to allow the street trees to be located between the sidewalk and the street.</b></li> <li>2. If a tree near the homes can't be planted between the sidewalk and curb, it</li> </ol>

Item	Required	Proposed	Meets Code	Comments
				<p>should be planted 5 feet behind the sidewalk.</p> <p>3. Please move all of the street trees along the entry drive to within 15 feet of the road.</p>
Site Landscaping (Sec. 5.5.3.E.ii.b.(1))	<ul style="list-style-type: none"> <li>(3) deciduous canopy trees or large evergreen trees for each dwelling unit on the ground floor.</li> <li>86 units * 3 = 258 trees</li> <li>Evergreens not closer than 20 ft from roadway</li> </ul>	258 trees	Yes	The Planning Commission approved the deviation to have up to 25% (64 trees) of the site landscaping trees be composed of subcanopy trees. That limit was met.
Foundation plantings (Sec 5.5.3.E.ii.B.(3))	Mix of shrubs, subcanopy trees, groundcover, perennials, annuals and ornamental grasses provided at the front of each ground floor unit covering at least 35% of the front building façade.	<ul style="list-style-type: none"> <li>A typical building landscape plan is provided.</li> <li>19 feet (46%) of frontage is landscaped.</li> <li>One tree is shown in front of each unit as part of the foundation landscaping.</li> </ul>	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements (LDM 1.c)</b>	<ul style="list-style-type: none"> <li>Clear sight distance within parking islands</li> <li>No evergreen trees</li> </ul>	NA		No parking lots are proposed.
<b>Name, type and number of ground cover (LDM 1.c.(5))</b>	As proposed on planting islands	NA		
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands (a, b. i)</b>	<ul style="list-style-type: none"> <li>A minimum of 200 SF to qualify</li> <li>A minimum of 200sf unpaved area per tree planted in an island</li> <li>6" curbs</li> <li>Islands minimum width 10' BOC to BOC</li> </ul>	NA		No parking lots are proposed.
<b>Curbs and Parking stall reduction (c)</b>	Parking stall can be reduced to 17' and the	NA		No parking spaces are proposed.

Item	Required	Proposed	Meets Code	Comments
	curb to 4" adjacent to a sidewalk of minimum 7 ft.			
<b>Contiguous space limit (i)</b>	Maximum of 15 contiguous spaces	NA		No parking spaces are proposed.
<b>Plantings around Fire Hydrant (d)</b>	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	Trees are spaced properly.	Yes	
<b>Landscaped area (g)</b>	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	<ul style="list-style-type: none"> <li>Seed is proposed</li> <li>Seed mix composition is provided.</li> </ul>	Yes	
<b>Clear Zones (LDM 2.3.(5))</b>	25 ft corner clearance required. Refer to Zoning Section 5.5.9	Yes	Yes	
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of vehicular use areas up to 50,000sf x 7.5%	<ul style="list-style-type: none"> <li>A = x sf * 7.5 % = A sf</li> <li>Xxx * 7.5% = xx sf</li> </ul>	NA		No parking lots are proposed.
B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> <li>B = x sf * 1% = B sf</li> <li>(xxx - 50000) * 1% = xx sf</li> </ul>	NA		See above
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of vehicular use area up to 50,000 sf x 5%	A = x sf * 5% = A sf	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%	B = 0.5% x 0 sf = B SF	NA		
<b>All Categories</b>				
C = A+B Total square footage of landscaped islands	xxx + xxx = xx SF	NA		No parking lots are proposed.
D = C/200 Number of canopy trees required	xx/200 = xx Trees	NA		No parking lots are proposed.
<b>Parking land banked</b>	NA	No		
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b> Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Interior Street to</b>	<ul style="list-style-type: none"> <li>1 canopy deciduous</li> </ul>	NA		

Item	Required	Proposed	Meets Code	Comments
<b>Industrial subdivision</b> (LDM 1.d.(2))	<ul style="list-style-type: none"> <li>or 1 large evergreen per 35 l.f. along ROW</li> <li>▪ No evergreen trees closer than 20 ft.</li> <li>▪ 3 sub canopy trees per 40 l.f. of total linear frontage</li> <li>▪ Plant massing for 25% of ROW</li> </ul>			
<b>Screening of outdoor storage, loading/unloading</b> (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		NA		
<b>Transformers/Utility boxes</b> (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> <li>▪ A minimum of 2ft. separation between box and the plants</li> <li>▪ Ground cover below 4" is allowed up to pad.</li> <li>▪ No plant materials within 8 ft. from the doors</li> </ul>	No	No	<ol style="list-style-type: none"> <li>1. When transformer locations are finalized, screening shrubs per standard detail are required.</li> <li>2. Please add note to this effect to plans.</li> </ol>
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> <li>▪ Clusters shall cover 70-75% of the basin rim area</li> <li>▪ 10" to 14" tall grass along sides of basin</li> <li>▪ Refer to wetland for basin mix</li> </ul>	Required shrubs and species are provided around 70% of rim.	Yes	
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.i. & Zoning Sec 5.5.5.B)	Provide intended date	Between Mar 15 – June 15 and Sep 15 to Nov 15.	Yes	
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>▪ Include statement of intent to install and guarantee all materials for 2 years.</li> <li>▪ Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	Yes	Yes	
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
<b>Irrigation plan</b> (LDM 2.s.)	A fully automatic irrigation system or a	No		1. Please add irrigation plan or information

Item	Required	Proposed	Meets Code	Comments
	method of providing sufficient water for plant establishment and survival is required on Final Site Plans.			<u>as to how plants will be watered sufficiently for establishment and long- term survival.</u> 2. <u>If xeriscaping is used, please provide information about plantings included.</u>
<b>Other information (LDM 2.u)</b>	Required by Planning Commission	NA		
<b>Establishment period (Zoning Sec 5.5.6.B)</b>	<b>2 yr. Guarantee</b>	Yes	Yes	
<b>Approval of substitutions. (Zoning Sec 5.5.5.E)</b>	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 2.h.) - Include all cost estimates</b>				
Botanical and common names	Per the Landscape Design manual, for a project with over 200 trees, no genus should compose more than 15% of the trees proposed, and no species should compose more than 10% of the trees proposed.	Most species/ genera meet this requirement, or are close enough, but honeylocusts compose 20% of the species mix.	Yes/No	<b>Please add diversity by reducing the number of honeylocusts proposed and use oaks, maples or other species to bring the honeylocust percentage down.</b>
Quantities and sizes		Yes	Yes	<b>Please double-check all plant counts.</b>
Root type		Yes	Yes	
Type and amount of lawn		No		<u>Please add areas of each in cost table.</u>
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	No		<u>Please add to final site plan.</u>
<b>Planting Details/Info (LDM 2.i) - Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	<b>Please add a call-out stating that the mulch should be pulled 3" back from the root flare down to the root ball dirt.</b>
Evergreen Tree		Yes	Yes	<b>See above</b>
Multi-stem Tree		Yes	Yes	<b>See above</b>
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	<b>Please change name to Perennial Planting Detail.</b>

Item	Required	Proposed	Meets Code	Comments
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	<b>Please revise the detail to show the fence at 12" outside of the dripline.</b>
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>Woodland Replacements</b>	Per the tree chart, 123 woodland replacements are required.	52 deciduous trees and 68 evergreens are proposed.	No	<ol style="list-style-type: none"> <li>For the woodland replacements, the mix of tree species used should be approximately what was removed. None of the trees removed but 68 of the 120 trees proposed (57%) are evergreen. <b>Please change the makeup to include no more than 10% evergreens.</b></li> <li>While Black Spruce is on the Woodland Replacement chart, it is hard to come by in commercial trade. Using White Pine in place of that is recommended.</li> <li>See ECT review for other woodland replacement issues.</li> </ol>
<b>General Conditions (LDM 3.a)</b>	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	
<b>Plant Materials &amp; Existing Plant Material (LDM 3.b)</b>	Clearly show trees to be removed and trees to be saved.	No	No	<ol style="list-style-type: none"> <li>Provide tree fence protection for all trees to remain on site on demolition plan and grading plan.</li> <li>Please leave labels of all existing trees to remain on Landscape Plans for use in site inspections.</li> </ol>
<b>Landscape tree credit (LDM3.b.(d))</b>	Substitutions to landscape standards for preserved canopy trees	No		

Item	Required	Proposed	Meets Code	Comments
	outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM			
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	2.5" canopy trees 6' evergreen trees	Provided on plant list.	Yes	
<b>Plant size credit</b> (LDM 3.c.(2))	NA	No		
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List	No	Yes	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities	There will be no overhead lines on the site.		
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	

**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. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
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.



WETLANDS REVIEW



September 5, 2018  
ECT No. 170773-0500

Ms. Barbara McBeth, AICP  
City Planner  
Community Development Department  
City of Novi  
45175 W. Ten Mile Road  
Novi, Michigan 48375

Re: Villas at Stonebrook (JSP17-0062)  
Wetland Review of the Preliminary Site Plan (PSP18-0123)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Villas at Stonebrook project prepared by Atwell dated and stamped "Received" by the City of Novi Community Development Department on July 9, 2018 (Plan). ECT also reviewed a *Layout Plan* and *Wetland and Woodland Analysis* (The Villas at Stonebrook Alternative Mitigation Plan) dated August 8, 2018 and stamped "Received" on August 10, 2018, and the *Wetland Determination & Delineation Report* prepared by Atwell dated July 5, 2017. The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance.

**ECT recommends approval of the Preliminary Site Plan for Wetlands; however, the Applicant should address the items noted below in the *Wetland Comments* Section of this letter prior to receiving Wetland approval of the Final Site Plan.**

The following wetland related items are required for this project:

Item	Required/Not Required/Not Applicable
Wetland Permit (specify Non-Minor or Minor)	Required (Non-Minor)
Wetland Mitigation	Required
Wetland Buffer Authorization	Required
MDEQ Permit	Likely Required
Wetland Conservation Easement	Required

The proposed development is located north of West Eleven Mile road and east of Wixom Road in Section 17. The overall project site area is approximately 26 acres and is currently occupied by a Profile Steel and Wire, Inc. building/warehouse. A good portion of the central area of this project site has been previously disturbed. The project includes the construction of 86 single-family detached residential units, entrance drive, utilities, stormwater detention basin, and on-site wetland mitigation areas. ECT suggests that the City of Novi Engineering Department review this plan in order to verify that the site's stormwater will be adequately managed and meet the City's stormwater storage requirements.

2200 Commonwealth  
Blvd., Suite 300  
Ann Arbor, MI  
48105

(734)  
769-3004

FAX (734)  
769-3164

Based on our review of the Plan, Novi aerial photos, Novi GIS, and the City of Novi Official Wetlands and Woodlands Maps (see Figure 1); it appears as if this proposed project site contains both City-Regulated Wetlands and Regulated Woodlands.

### **Wetland Evaluation**

ECT conducted a wetland evaluation for the proposed site on August 15, 2018. ECT's in-office review of available materials included the City of Novi Regulated Wetland and Watercourse map (see Figure 1), USGS topographic quadrangle map, NRCS soils map, and USFWS National Wetland Inventory map. Based on our review of this information the overall proposed project parcel contains areas mapped as City-Regulated Wetlands/Watercourses. The site appears to contain wetland/watercourse areas that are regulated by the City of Novi as well as the Michigan Department of Environmental Quality (MDEQ).

The focus of the site inspection was to review site conditions in order to determine whether City-regulated wetlands are found on-site. The Plan notes that the on-site wetland delineation was completed on June 20, 2017. Pink wetland boundary flagging was in place in some wetland boundary locations at the time of this site inspection; but was missing from others. ECT reviewed the flagging and, in general, agrees that the wetland boundaries were accurately flagged in the field. It should be noted that the applicant does not appear to have provided a wetland flagging map that indicates the wetland flag numbers on the site. The wetland flag numbers shall be provided on an appropriate sheet on the Plan (wetland plan or existing conditions plan, etc.).

The Atwell Report notes that a total of eleven (11) wetlands and one (1) watercourse were identified on-site. The following is a brief description of the on-site wetland features (see Figure 2 provided by Atwell).

The on-site wetlands that include a forested wetland component include Wetlands 1, 2, 3, 4, 6, 7, and the northern portions of Wetland 8. Most of these wetlands connect to open water areas, located both on-site and off-site. The following species of vegetation are found in these wetlands: fowl manna grass (*Glyceria striata*), reed canary grass (*Phalaris arundinacea*), sensitive fern (*Onoclea sensibilis*), softstem bulrush (*Shoenoplectus tabernaemontani*), sedges (*Carex spp.*), willows (*Salix spp.*), gray dogwood (*Cornus foemina*), silky dogwood (*Cornus amomum*), cottonwood (*Populus deltoides*), American elm (*Ulmus americana*), red maple (*Acer rubrum*), and silver maple (*Acer saccharinum*).

Wetlands 5 and 9 are emergent and scrub-shrub wetlands contained on-site. These 2 wetlands are located directly adjacent to the currently developed portions of the site along the northern and southern boundaries, respectively. The following species of vegetation are found in these wetlands: reed canary grass (*Phalaris arundinacea*), common reed (*Phragmites australis*), several species of sedges (*Carex spp.*), willow saplings (*Salix spp.*), and dogwood saplings (*Cornus spp.*).

Wetlands 10 and 11 are linear emergent wetlands that appear to capture stormwater runoff associated with the currently developed portions of the property. The following species of vegetation are found in these wetlands: reed canary grass (*Phalaris arundinacea*), cattails (*Typha spp.*), softstem bulrush (*Shoenoplectus tabernaemontani*), several sedges (*Carex spp.*), willow saplings (*Salix spp.*), and dogwood saplings (*Cornus spp.*).

As noted in the Atwell Report, Watercourse 1 appears to flow south from an off-site pond near Wetland 3 located north of the northwest of the site and enters the site within the western boundary. Watercourse 1 drains via an existing culvert under the existing entrance drive to the open water component of on-site Wetland 2. The Atwell Report notes that Watercourse 1 exhibits a defined bed, banks and has moderate flow.

Atwell noted in the Report that in their opinion all eleven (11) on-site wetlands, as well as Watercourse 1, are subject to regulation by the City of Novi as well as MDEQ and that permits would be required for any work proposed within these areas.

**Proposed Wetland Impacts**

The Plan indicates numerous areas of existing wetlands on the site. In general, these wetland areas are located along the perimeter of the project site. Portions of these wetland areas appear to be included on the City of Novi Regulated Wetlands and Watercourse Map (see Figure 1, attached).

The Plan indicate eleven (11) existing wetlands on the site. All of these wetlands are regulated by the City of Novi and are also likely regulated by the Michigan Department of Environmental Quality (MDEQ). The DEQ must determine the following before a permit can be issued:

- The permit would be in the public interest.
- The permit would be otherwise lawful.
- The permit is necessary to realize the benefits from the activity.
- No unacceptable disruption to aquatic resources would occur.
- The proposed activity is wetland dependent **or** no feasible and prudent alternatives exist.

As noted above, several areas of wetland have been confirmed on the subject property by the applicant’s wetland consultant. The Plan indicates direct impacts to seven (7) of the eleven (11) on-site wetlands. The following Table indicates the following wetland impacts:

**Table 1. Proposed Wetland Impact Areas**

Wetland	City Regulated?	MDEQ Regulated?	Wetland Area (Acres)	Wetland Impact Area (Acres)	Wetland Impact Volume (Cubic Yards Cut)	Wetland Impact Volume (Cubic Yards Fill)
1	Yes	Likely	0.04	0.00	0	0
2	Yes	Likely	0.89	0.14	116	275.1
3	Yes	Likely	0.08	0.00	0	0
4	Yes	Likely	0.005	0.00	0	0
5	Yes	Likely	0.10	0.10	3	214.6
6	Yes	Likely	0.003	0.00	0	0
7	Yes	Likely	0.06	0.01	0	27
8	Yes	Likely	0.62	0.28	7	479
9	Yes	Likely	0.10	0.10	10.2	273.1
10	Yes	Likely	0.03	0.03	4	36
11	Yes	Likely	0.04	0.04	0	171
<b>Total</b>			<b>1.97</b>	<b>0.70</b>	<b>140.2</b>	<b>1,475.8</b>
<b>Mitigation Ratio</b>			--	<b>1.5</b>	--	--
<b>Mitigation Required</b>			--	<b>1.05</b>	--	--

As noted above, the proposed development includes direct impacts to Wetlands 2, 5, 7, 8, 9, 10, and 11 for the construction of the proposed buildings and driveways, etc.

The applicant has provided an Alternative Mitigation Plan dated August 8, 2018 and stamped Received by the City of Novi Community Development Department on August 10, 2018. Sheet 02 (*Wetland and Woodland Analysis*) includes slightly reduced impacts to Wetlands 2 and 8, for a total wetland impact area of 0.64-acre.

With regard to the 25-foot wetland setbacks, the Plan appears to propose encroachment into several of these setback areas. The following Table indicates the proposed permanent wetland buffer impacts:

**Table 2. Proposed Wetland Buffer Impact Areas**

Wetland	Wetland Buffer Area (Acres)	Permanent Wetland Buffer Impact Area (Acres)
1	0.16	0.16
2	1.15	0.79
3	0.16	0.18
4	0.05	0.03
5	0.30	0.30
6	0.05	0.041
7	0.26	0.24
8	0.74	0.68
9	0.24	0.28
10	0.21	0.21
11	0.03	0.30
<b>TOTAL</b>	<b>3.62</b>	<b>3.21</b>

**Regulatory Status - MDEQ**

ECT has evaluated the on-site wetlands and believes that they are considered to be essential/regulated by the City of Novi as they meet one or more of the essentiality criteria (i.e., functions and values) outlined in the City of Novi Wetland and Watercourse Protection Ordinance. As noted, the wetlands appear to accurately flagged in the field and appear to indicated accurately on the Plans however, the wetland flag numbers shall be provided on an appropriate sheet on the Plan (wetland plan or existing conditions plan, etc.).

The Michigan Department of Environmental Quality (MDEQ) generally regulates wetlands that are within 500 feet of an inland lake, pond, or stream, or within 1,000 feet of a Great Lake, Lake St. Clair, the St. Clair River, or the Detroit River. Isolated wetlands five (5) acres in size or greater are also regulated. The MDEQ may also exert regulatory control over isolated wetlands less than five acres in size "...if the department determines that protection of the area is essential to the preservation of the natural resources of the state from pollution, impairment, or destruction and the department has notified the owner".

Atwell states in their Wetland Report that Wetlands 1 and 2 extend off-site to the south and appear to be larger than 5-acres in size. Wetlands 3, 4, 6, 7, and 8 extend off-site to the north and appear to be located within 500 feet of a stream and/or connected to off-site ponds (larger than one acre in size) to the north and northeast of the site. Wetland 5 is located within 500 feet of the open water/pond area to the north which appears to be one acre in size or larger and on-site watercourse to the west. Wetland 9 is less than 5 acres in size; however, it is hydrologically connected to Wetland 2 via a culvert at the existing drive, and therefore would likely be considered regulated. Wetlands 10 and 11 are within 500 feet of a stream (i.e., Watercourse 1). It is Atwell's professional opinion that all of the on-site wetlands and Watercourse 1 are likely considered regulated by the MDEQ.

### **Regulatory Status – City of Novi**

The City of Novi Wetland and Watercourse Protection Ordinance (City of Novi Code of Ordinances, Part II, Chapter 12, Article V.; Division 2.) describes the regulatory criteria for wetlands and review standards for wetland permit applications. The City of Novi regulates wetlands that are: (1) contiguous to a lake, pond, river or stream, as defined in Administrative Rule 281.921; (2) two (2) acres in size or greater; or (3) less than two (2) acres in size but deemed essential to the preservation of the natural resources of the city under the criteria set forth in subsection 12-174(b). Wetlands deemed regulated by the City of Novi require the approval of a use permit for any proposed impacts to the wetland.

ECT has evaluated the areas of on-site wetland and believes the wetlands are regulated by the City's Wetland and Watercourse Protection Ordinance because they meet one or more of the essentiality criteria in the Ordinance (i.e., stormwater storage and wildlife habitat).

It should be noted that in those cases where an activity results in the impact to wetland areas of 0.25-acre or greater that are deemed essential under City of Novi Ordinance subsection 12-174(b) mitigation shall be required. The applicant shall submit a mitigation plan which provides for the establishment of replacement wetlands at a ratio of 1:1 through 2:1 times the area of the natural wetland impaired or destroyed, if impacts meet or exceed the 0.25-acre threshold. In general, the MDEQ's threshold for the requirement of wetland mitigation is 0.3-acre of wetland impacts. Because the Plan proposes a total of 0.70-acre of wetland impact, mitigation shall be a requirement for this project.

As noted above, any proposed use of the wetlands will require a City of Novi *Wetland Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback* for any proposed impacts to the 25-foot wetland buffers. The applicant is urged to minimize impacts to on-site wetlands and wetland setbacks to the greatest extent practicable. The City regulates wetland buffers/setbacks. Article 24, Schedule of Regulations, of the Zoning Ordinance states that:

*“There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses”.*

Finally, as proposed, the project will require a City of Novi Non-Minor Use wetland permit. The granting or denying of nonresidential minor use permits shall be the responsibility of the Community Development Department. A nonresidential minor use permit is a permit for activities consisting of no more than one (1) of the following activities which have a minimal environmental effect:

- a. Minor fills of three hundred (300) cubic yards or less and not exceeding ten thousand (10,000) square feet in a wetland area, providing the fill consists of clean, nonpolluting materials which will

- not cause siltation and do not contain soluble chemicals or organic matter which is biodegradable, and providing that any upland on the property is utilized to the greatest degree possible. All fills shall be stabilized with sod, or seeded, fertilized and mulched, or planted with other native vegetation, or riprapped as necessary to prevent soil erosion.
- b. Installation of a single water outfall provided that the outlet is riprapped or otherwise stabilized to prevent soil erosion.
  - c. Watercourse crossings by utilities, pipelines, cables and sewer lines which meet all of the following design criteria:
    - i. The method of construction proposed is the least disturbing to the environment employable at the given site;
    - ii. The diameter of pipe, cable or encasement does not exceed twenty (20) inches;
    - iii. A minimum of thirty (30) inches of cover will be maintained between the top of the cable or pipe and the bed of the stream or other watercourse on buried crossings; and
    - iv. Any necessary backfilling will be of washed gravel.
  - d. Extension of a wetland/watercourse permit previously approved by the Planning Commission.
  - e. Replacement of a culvert of an identical length and size, and at the same elevation. If the proposed culvert is of a greater length or size than the existing culvert, or is a new culvert altogether, it must meet the conditions of subpart c., above, to qualify for a nonresidential minor use permit.
  - f. Temporary impacts where the encroachment into protected areas is less than five hundred (500) feet.

Because the project contains multiple areas of wetland impact (fill), a Non-Minor Use Wetland Permit will be required and requires approval of Planning Commission.

### **Wetland Mitigation**

The MDEQ generally requires mitigation for impacts greater than one-third (0.33) acre and the City usually requires mitigation for impacts greater than one-quarter (0.25) acre. The original submittal of this Preliminary Site Plan includes Sheet 03 (*Wetland & Woodland Impact Analysis*) that indicates a total wetland impact of 0.70-acre requiring 1.05 acres of compensatory wetland impact (at a 1.5-to-1 mitigation ratio). The Plan notes that 0.63-acre of the required mitigation would be provided on-site and 0.42-acres would be provided at an unspecified off-site location. In previous reviews of the PSLR Concept Plan for the site, ECT noted that subsequent site plan submittals shall provide additional details regarding the location of the proposed wetland mitigation area, including the off-site wetland mitigation area. ECT urged the Applicant to strive to minimize wetland and wetland buffer impacts in their site layout. The applicant should provide justification for the construction of the number of residential units currently proposed and provide an alternatives analysis to rule out less intrusive choices. By avoiding a portion of the current wetland impacts, the applicant could avoid the threshold for wetland mitigation of 0.25-acre.

The applicant has provided an Alternative Mitigation Plan dated August 8, 2018 and stamped Received by the City of Novi Community Development Department on August 10, 2018. Sheet 02 (*Wetland and Woodland Analysis*) includes proposed wetland impacts totaling 0.64-acre. At 1.5-to-1 wetland impact ratio this requires 0.96-acre of wetland mitigation. This Alternative Mitigation Plan proposes to provide a total of 1.0 acre of wetland mitigation on-site and would be constructed in eight (8) on-site locations. The following Table provides a summary of the proposed wetland mitigation areas:

**Table 3. Proposed Wetland Mitigation Areas**

<b>Wetland Mitigation Area</b>	<b>Area (Acres)</b>
<b>1</b>	0.21
<b>2</b>	0.21
<b>3</b>	0.17
<b>4</b>	0.05
<b>5</b>	0.16
<b>6</b>	0.07
<b>7</b>	0.04
<b>8</b>	0.09
<b>TOTAL</b>	<b>1.00</b>

The Alternative Mitigation Plan is an improvement from previous plans that proposed off-site wetland mitigation without associated details or location information. Ideally, the applicant should work to enlarge/combine the individual wetland mitigation cells in order meet the required wetland mitigation area on-site with fewer, individual mitigation areas.

**Wetland Comments**

ECT recommends that the Applicant address the items noted below in subsequent site plan submittals:

1. It appears as though a MDEQ Wetland Permit and a City of Novi *Wetland Non-Minor Use Permit* would be required for the proposed impacts to site wetlands. A City of Novi *Authorization to Encroach the 25-Foot Natural Features Setback* would be required for any proposed impacts to on-site 25-foot wetland buffers.
2. The Applicant should demonstrate that alternative site layouts that would reduce the overall impacts to wetlands and wetland setbacks have been reviewed and considered.
3. ECT encourages the Applicant to minimize impacts to on-site wetlands and wetland setbacks to the greatest extent practicable. The Applicant should consider modification of the proposed site design to preserve wetland and wetland buffer areas. The City regulates wetland buffers/setbacks. Article 24, Schedule of Regulations, of the Zoning Ordinance states that:

*“There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses”.*

4. Previous site development plans (Revised PSLR Concept Plan, PSP18-0004) proposed a total permanent wetland impact of 0.54 acres. The previous plan notes that there are 1.97 acres on existing on-site wetlands (i.e., impact to 27% of the existing wetlands). At the required mitigation ratio of 1.5 acres of mitigation per 1.0 acre of wetland impact, the previous plan required 0.81-acre of wetland mitigation; and this was being proposed at a yet-to-be-determined off-site mitigation area. The revised PSLR Plan did not provide information as to the proposed location for the required off-site mitigation.



It should be noted that the proposed wetland impact area on the Alternative Mitigation Plan has increased to 0.63-acre, requiring 0.95-acre of proposed wetland mitigation (at 1.5-to-1.0 mitigation ratio). This Alternative Plan is proposing to create 1.0 acre of on-site wetland mitigation in a total of eight (8), individual wetland mitigation area cells. While it is preferred that development plans requiring wetland mitigation provide on-site wetland mitigation, it is also recommended that the proposed mitigation areas be as large as possible as small, fragmented wetland mitigation areas are not as desirable, and sometimes not as successful establishing, as a larger mitigation area.

5. The wetland flag numbers shall be provided on an appropriate sheet on the Plan (wetland plan or existing conditions plan, etc.).
6. Please provide any correspondence with the MDEQ such as a wetland permit application, wetland permit, wetland assessment, or Letter of No Jurisdiction. It appears as if the on-site wetlands are MDEQ-regulated. Subject to MDEQ concurrence, a MDEQ Wetland Use Permit will need to be on file prior to the issuance of a City Wetland Use Permit. A City of Novi Wetland Permit cannot be issued prior to receiving this information.
7. The Applicant shall provide wetland conservation easements as directed by the City of Novi Community Development Department for any proposed wetland mitigation areas. A Conservation Easement shall be executed covering all remaining wetland areas on site. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Wetland and Watercourse permit.
8. Impacts to wetland and 25-foot wetland setback are required for the construction of the proposed access drive from Stonebrook drive to the off-site property (i.e., Wildlife Woods Park). The applicant shall indicate, label and quantify wetland as well as wetland buffer impacts specific to this access drive separately on the Final Site Plan. While it appears that most, if not all, direct impacts to wetland (i.e., Wetland #2) associated with the construction of this drive are located on the subject property, some of the impact to 25-foot wetland setback will be located on the off-site property. The Plan should indicate and quantify wetland and wetland buffer impacts associated with the construction of this access drive both on the development site and on the off-site property separately as well.

**Recommendation**

ECT recommends approval of the Preliminary Site Plan for Wetlands; however, the Applicant should address the items noted below in the *Wetland Comments* Section of this letter prior to receiving Wetland approval of the Final Site Plan.

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

Sincerely,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Peter Hill, P.E.  
Senior Associate Engineer

Villas at Stonebrook (JSP17-0166)  
Wetland Review of the Preliminary Site Plan (PSP18-0123)  
September 5, 2018 (Revision 1)  
Page 9 of 13

cc: Lindsay Bell, City of Novi Planner  
Sri Komaragiri, City of Novi Planner  
Rick Meader, City of Novi Landscape Architect  
Hannah Smith, City of Novi Planning Assistant

Attachments: Figure 1. City of Novi Regulated Wetland & Woodland Map  
Figure 2. Wetland Locations Map  
Site Photos



**Figure 1.** City of Novi Regulated Wetland & Woodland GIS Coverage Map (approximate project boundary shown in red). Regulated Woodland areas are shown in green and Regulated Wetland areas are shown in blue.

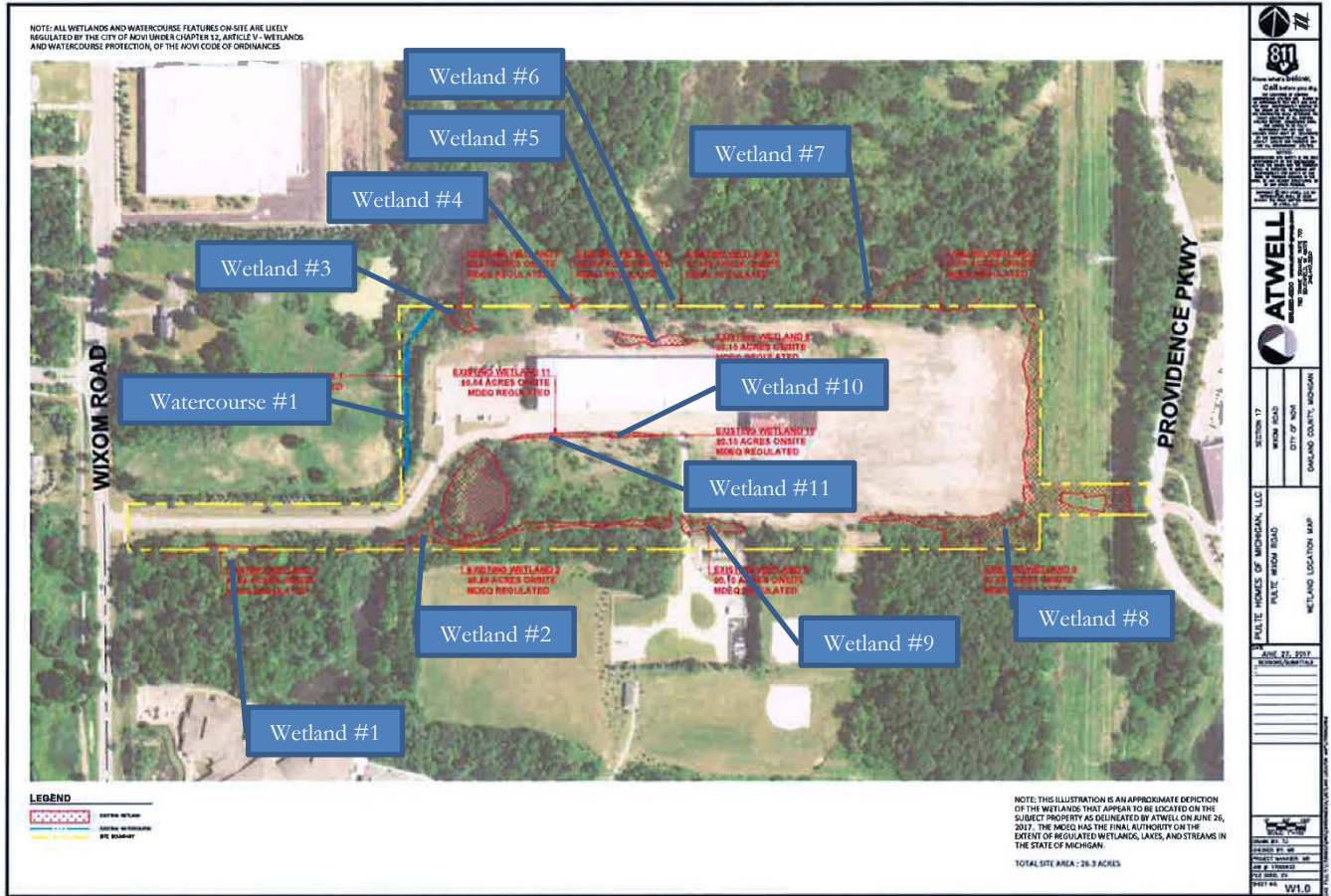


Figure 2. Wetland Location Map (Base figure provided by Atwell)

*Site Photos*



**Photo 1.** Looking west at existing entrance drive. Wetland #1 is on left (ECT August 15, 2018).



**Photo 2.** Looking southwest at existing pond/Wetland #2 near eastern end of existing entrance drive/southwestern side of existing parking area (ECT, August 15, 2018).



**Photo 3.** Looking west at Wetland #11 located south of the existing building (ECT, August 15, 2018).



**Photo 4.** Looking southeast at Wetland #8 in the southeast portion of the property (ECT, August 15, 2018).



**Photo 5.** Looking east from within Wetland #2 south of the proposed Stonebrook Drive (ECT, August 15, 2018).



**Photo 6.** Looking north along the east end of the site. Wetland #7 area in the background of the photo (ECT, August 15, 2018).

WOODLANDS REVIEW



September 5, 2018  
ECT No. 170773-0600

Ms. Barbara McBeth, AICP  
City Planner  
Community Development Department  
City of Novi  
45175 West Ten Mile Road  
Novi, MI 48375

Re: Villas at Stonebrook (JSP17-0062)  
Woodland Review of the Preliminary Site Plan (PSP18-0123)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Villas at Stonebrook project prepared by Atwell dated and stamped "Received" by the City of Novi Community Development Department on July 9, 2018 (Plan). ECT also reviewed a *Layout Plan* and *Wetland and Woodland Analysis* (The Villas at Stonebrook Alternative Mitigation Plan) dated August 8, 2018 and stamped "Received" on August 10, 2018. The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37.

**ECT recommends approval of the Preliminary Site Plan for Woodlands; however, the Applicant should address the items noted below in the *Woodland Comments* Section of this letter prior to receiving Woodland approval of the Final Site Plan.**

The following woodland related items are required for this project:

Item	Required/Not Required/Not Applicable
Woodland Permit	Required
Woodland Fence	Required
Woodland Conservation Easement	Required

The proposed development is located north of West Eleven Mile road and east of Wixom Road in Section 17. The overall project site area is approximately 26 acres and is currently occupied by a Profile Steel and Wire, Inc. building/warehouse. A good portion of the central area of this project site has been previously disturbed. The project includes the construction of 86 single-family detached residential units, entrance drive, utilities, stormwater detention basin, and wetland mitigation areas. A tree survey has been completed for the site and is included with the current Plan.

Based on our review of the Plan, Novi aerial photos, Novi GIS, and the City of Novi Official Wetlands and Woodlands Maps (see Figure 1); it appears as if this proposed project site contains both City-Regulated Wetlands and Regulated Woodlands.

2200 Commonwealth  
Blvd., Suite 300  
Ann Arbor, MI  
48105

(734)  
769-3004

FAX (734)  
769-3164



The purpose of the Woodlands Protection Ordinance is to:

- 1) *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
- 2) *Protect the woodlands, including trees and other forms of vegetation, of the city for their economic support of local property values when allowed to remain uncleared and/or unharvested and for their natural beauty, wilderness character of geological, ecological, or historical significance; and*
- 3) *Provide for the paramount public concern for these natural resources in the interest of health, safety and general welfare of the residents of the city.*

What follows is a summary of our review of the woodland information provided on the Plan.

#### **On-Site Woodland Evaluation**

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite Woodland Evaluation on August 15, 2018. ECT's in-office review of available materials included the City of Novi Regulated Woodland map and other available mapping. The subject property includes area that is indicated as City-regulated woodland on the official City of Novi Regulated Wetland and Watercourse Map (see Figure 1). The areas designated as City Regulated Woodlands are located along the northern (central) and southern edges.

The applicant has provided a *Wetland & Woodland Analysis* (Sheet No. 03) that highlights a total of six (6) vegetation zones on-site. The applicant indicates that all 6 zones are considered to be relatively low quality and essentially contain young cottonwood (*Populus deltoides*) and black willow (*Salix nigra*) trees.

An existing tree survey has been completed for the site and a *Tree Survey Table* is included as Sheet 04. This sheet identifies tree tag numbers, diameter-at-breast-height (DBH), common/botanical name, condition, regulatory status, removal status and woodland replacements required for the proposed tree removals. In general, the on-site trees consist of eastern cottonwood (*Populus deltoides*), Norway spruce (*Pinus nigra*), Austrian pine (*Picea abies*), blue spruce (*Picea pungens 'Glauca'*), black willow (*Salix nigra*) and several other species.

In terms of habitat quality and diversity of tree species, the overall subject site consists of trees in good condition. In terms of a scenic asset, wildlife habitat, windblock, noise buffer or other environmental asset, the forested areas located on the subject site appear to be considered to be of fair quality. There are a significant number of trees to be removed for the proposed development.

#### **Proposed Woodland Impacts and Replacements**

A review of the Plan (*Tree Survey Table*) indicates the following:

- Total Trees Surveyed: 358
- Total Trees Removed: 197 (55% of total surveyed)

The Landscape Plan (Sheet 10) notes that **123** Woodland Replacement Tree credits are required and that a total of **123** on-site Woodland Replacement Tree credits are proposed with a mix of canopy trees, evergreen trees and sub-canopy trees (some of the existing 197 trees to be removed are not located within the areas indicated as City-Regulated Woodland).

The Plan includes a *Master Plant List* on Sheet 13; however it does not currently appear to specify the quantity, species, locations and sizes of the proposed Woodland Replacement material. Subsequent site Plans should include this information. The Plan should clearly indicate the locations, sizes, species and quantities of all woodland replacement trees to be planted on-site. The applicant should review and revise the Plan in order to better indicate how the on-site Woodland Replacement requirements will be met.

It continues to be recommended that the applicant provide a table that specifically describes the species and quantities of proposed Woodland Replacement trees. It should also be noted that all deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and count at a 1-to-1 replacement ratio. All coniferous replacement trees shall be 6-feet in height (minimum) and provide 1.5 trees-to-1 replacement credit replacement ratio (i.e., each coniferous tree planted provides for 0.67 credits). The “upsizing” of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi. Finally, all proposed Woodland Replacement tree material shall meet the species requirements in the *Woodland Tree Replacement Chart* (attached).

With regard to the location of woodland replacement trees, the Woodland Ordinance states:

- *The location of replacement trees shall be subject to the approval of the planning commission and shall be such as to provide the optimum enhancement, preservation and protection of woodland areas. Where woodland densities permit, tree relocation or replacement shall be within the same woodland areas as the removed trees. Such woodland replanting shall not be used for the landscaping requirements of the subdivision ordinance or the zoning landscaping;*
- *Where the tree relocation or replacement is not feasible within the woodland area, the relocation or replacement plantings may be placed elsewhere on the project property;*
- *Where tree relocation or replacement is not feasible within the woodland area, or on the project property, the permit grantee shall pay into the city tree fund monies for tree replacement in a per tree amount representing the market value for the tree replacement as approved by the planning commission. The city tree fund shall be utilized for the purpose of woodland creation and enhancement, installation of aesthetic landscape vegetation, provision of care and maintenance for public trees and provision and maintenance of specialized tree care equipment. Tree fund plantings shall take place on public property or within right-of-ways with approval of the agency of jurisdiction. Relocation or replacement plantings may be considered on private property provided that the owner grants a permanent conservation easement and the location is approved by the planning commission;*
- *Where replacements are installed in a currently non-regulated woodland area on the project property, appropriate provision shall be made to guarantee that the replacement trees shall be preserved as planted, such as through a conservation or landscape easement to be granted to the city. Such easement or other provision shall be in a form acceptable to the city attorney and provide for the perpetual preservation of the replacement trees and related vegetation.*

The applicant shall demonstrate that all proposed Woodland Replacement Trees will be guaranteed to be preserved as planted within a conservation easement or landscape easement to be granted to the City.

**City of Novi Woodland Review Standards and Woodland Permit Requirements**

Based on Section 37-29 (*Application Review Standards*) of the City of Novi Woodland Ordinance, the following standards shall govern the grant or denial of an application for a use permit required by this article:

*No application shall be denied solely on the basis that some trees are growing on the property under consideration. However, the protection and conservation of irreplaceable natural resources from pollution, impairment, or destruction is of paramount concern. Therefore, the preservation of woodlands, trees, similar woody vegetation, and related natural resources shall have priority over development when there are location alternatives.*

In addition,

*“The removal or relocation of trees shall be limited to those instances when necessary for the location of a structure or site improvements and when no feasible and prudent alternative location for the structure or improvements can be had without causing undue hardship”.*

A Woodland Permit from the City of Novi would be required for proposed impacts to any trees 8-inch diameter-at-breast-height (DBH) or greater located within those areas designated as Regulated Woodland Areas or impacts to any tree 36” DBH or greater regardless of location. Such trees shall be relocated or replaced by the permit grantee.

**Woodland Comments**

ECT recommends that the Applicant address the items noted below in subsequent prior to receiving approval of the Final Site Plan:

1. The Plan does not currently appear to indicate the proposed sizes and species and locations of the proposed on-site Woodland Replacement Trees. The Plan should clearly indicate the locations, sizes, species and quantities of all woodland replacement trees to be planted. It is recommended that the applicant provide a table that specifically describes the species and quantities of proposed Woodland Replacement trees. It should also be noted that all deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and count at a 1-to-1 replacement ratio. All coniferous replacement trees shall be 6-feet in height (minimum) and provide 1.5 trees-to-1 replacement credit replacement ratio (i.e., each coniferous tree planted provides for 0.67 credits). The “upsizing” of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi. Finally, all proposed Woodland Replacement tree material shall meet the species requirements in the *Woodland Tree Replacement Chart* (attached).

A *Master Plant List* is included on the Landscape Details Plan (Sheet 13). The applicant shall indicate which trees in this list are proposed as Woodland Replacement Trees.

2. The Applicant shall provide preservation/conservation easements as directed by the City of Novi Community Development Department for any areas of woodland replacement trees. The applicant shall demonstrate that the all proposed woodland replacement trees will be guaranteed to be preserved as planted with a conservation easement or landscape easement to be granted to the city. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Woodland permit. These easement areas shall be indicated on the Plan.

3. A Woodland Replacement financial guarantee for the planting of replacement trees will be required. This financial guarantee will be based on the number of on-site woodland replacement trees (credits) being provided at a per tree credit value of \$400. Currently this financial guarantee will be **\$49,200** (123 Woodland Replacement Credits On-site x \$400/Credit).
4. Based on a successful inspection of the installed on-site Woodland Replacement trees, the Woodland Replacement financial guarantee will be returned to the Applicant. A Woodland Maintenance financial guarantee in the amount of twenty-five percent (25%) of the original Woodland Replacement financial guarantee shall then be provided by the applicant. This Woodland Maintenance financial guarantee will be kept for a period of 2-years after the successful inspection of the on-site woodland replacement tree installation. Currently, the required Woodland Maintenance financial guarantee will be **\$12,300** (12318 Woodland Replacement Credits required x \$400/Credit x 0.25).
5. The Applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site.
6. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual*.
7. The applicant shall quantify the tree removals associated with the proposed access drive to the off-site property (i.e., Wildlife Woods Park) separately from the other proposed woodland impacts and indicate the proposed impacts and associated required Woodland Replacements on the site plan. It appears as if the existing tree survey needs to be updated to include all trees 8-inch DBH located within the limits of disturbance for the proposed access drive to Wildlife Woods Park).

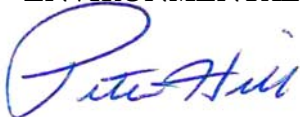
**Woodland Recommendation**

ECT recommends approval of the Preliminary Site Plan for Woodlands; however, the Applicant should address the items noted below in the *Woodland Comments* Section of this letter prior to receiving Woodland approval of the Final Site Plan.

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

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**

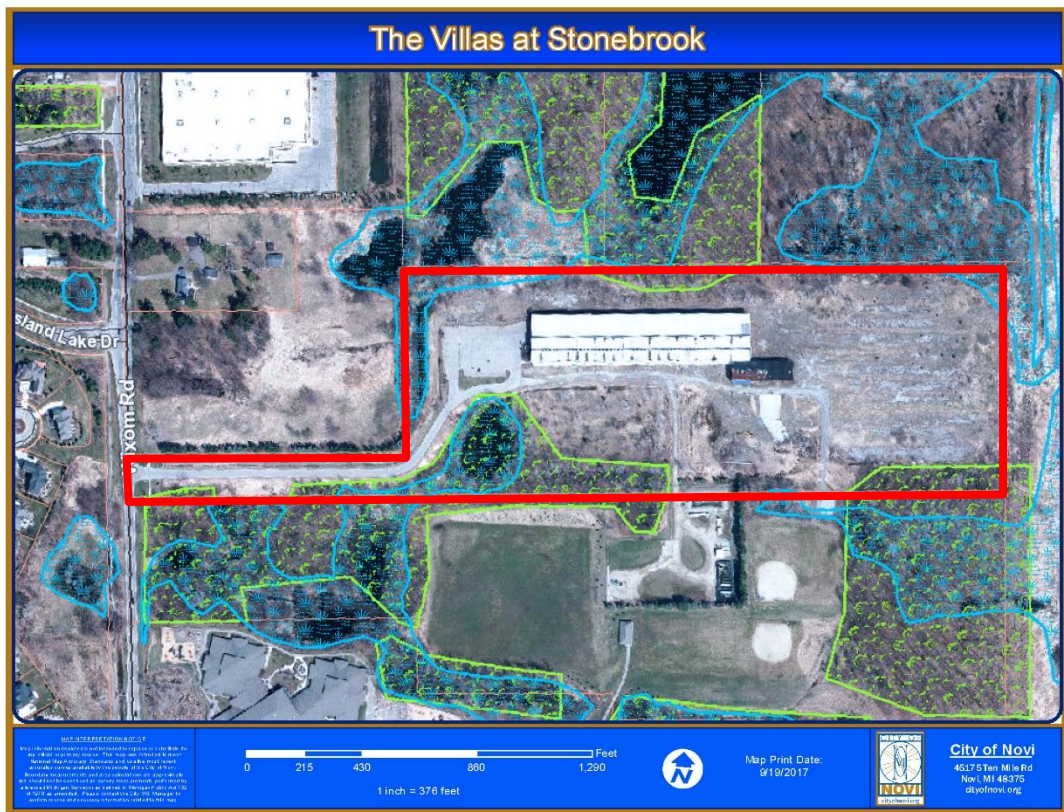


Pete Hill, P.E.  
Senior Associate Engineer

Villas at Stonebrook (JSP17-0062)  
Woodland Review of the Preliminary Site Plan (PSP18-0123)  
September 5, 2018 (Revision 1)  
Page 6 of 9

cc: Lindsay Bell, City of Novi Planner  
Sri Komaragiri, City of Novi Planner  
Rick Meader, City of Novi Landscape Architect  
Hannah Smith, City of Novi Planning Assistant

Attachments: Figure 1 – City of Novi Regulated Wetland & Woodland Map  
Woodland Tree Replacement Chart  
Site Photos



**Figure 1.** City of Novi Regulated Wetland & Woodland Map (approximate project boundary shown in red). Regulated Woodland areas are shown in green and Regulated Wetland areas are shown in blue.

### Woodland Tree Replacement Chart

(from Chapter 37 Woodlands Protection)  
 (All canopy trees to be 2.5" cal or larger, evergreens as listed)

Common Name	Botanical Name
Black Maple	<i>Acer nigrum</i>
Striped Maple	<i>Acer pennsylvanicum</i>
Red Maple	<i>Acer rubrum</i>
Sugar Maple	<i>Acer saccharum</i>
Mountain Maple	<i>Acer spicatum</i>
Ohio Buckeye	<i>Aesculus glabra</i>
Downy Serviceberry	<i>Amelanchier arborea</i>
Smooth Shadbush	<i>Amelanchier laevis</i>
Yellow Birch	<i>Betula alleghaniensis</i>
Paper Birch	<i>Betula papyrifera</i>
American Hornbeam	<i>Carpinus caroliniana</i>
Bitternut Hickory	<i>Carya cordiformis</i>
Pignut Hickory	<i>Carya glabra</i>
Shagbark Hickory	<i>Carya ovata</i>
Northern Hackberry	<i>Celtis occidentalis</i>
Eastern Redbud	<i>Cercis canadensis</i>
Pagoda Dogwood	<i>Cornus alternifolia</i>
Flowering Dogwood	<i>Cornus florida</i>
American Beech	<i>Fagus grandifolia</i>
Thornless Honeylocust	<i>Gleditsia triacanthos inermis</i>
Kentucky Coffeetree	<i>Gymnocladus dioica</i>
Walnut	<i>Juglans nigra</i> or <i>Juglans cinerea</i>
Eastern Larch	<i>Larix laricina</i>
Tuliptree	<i>Liriodendron tulipifera</i>
Tupelo	<i>Nyssa sylvatica</i>
American Hophornbeam	<i>Ostrya virginiana</i>
White Spruce_(1.5:1 ratio) (6' ht.)	<i>Picea glauca</i>
Black Spruce_(1.5:1 ratio) (6' ht.)	<i>Picea mariana</i>
Red Pine_(1.5:1 ratio) (6' ht.)	<i>Pinus resinosa</i>
White Pine_(1.5:1 ratio) (6' ht.)	<i>Pinus strobus</i>
American Sycamore	<i>Platanus occidentalis</i>
Black Cherry	<i>Prunus serotina</i>
White Oak	<i>Quercus alba</i>
Swamp White Oak	<i>Quercus bicolor</i>
Scarlet Oak	<i>Quercus coccinea</i>
Shingle Oak	<i>Quercus imbricaria</i>
Burr Oak	<i>Quercus macrocarpa</i>
Chinkapin Oak	<i>Quercus muehlenbergii</i>
Red Oak	<i>Quercus rubra</i>
Black Oak	<i>Quercus velutina</i>
American Basswood	<i>Tilia americana</i>

***Site Photos***



**Photo 1.** Looking west at area of Regulated Woodland along the southwestern edge of the project site; south of the existing entrance drive (ECT, August 15, 2018).



**Photo 2.** Looking east at area of Regulated Woodland along the northern edge of the project site; north of the existing building (ECT, August 15, 2018).



**Photo 3.** Looking east at area of Regulated Woodland located in the southeastern portion of the project site (ECT, August 15, 2018).



TRAFFIC REVIEW



AECOM  
27777 Franklin Road  
Southfield  
MI, 48034  
USA  
aecom.com

**Project name:**  
JSP17-0062 Villas at Stonebrook Preliminary  
Site Plan Traffic Review

**From:**  
AECOM

**Date:**  
September 5, 2018

**To:**  
Barbara McBeth, AICP  
City of Novi  
45175 10 Mile Road  
Novi, Michigan 48375

**CC:**  
Sri Komaragiri, Lindsay Bell, George Melistas, Darcy  
Rechtien, Hannah Smith

# Memo

**Subject:** Villas at Stonebrook Preliminary Site Plan Traffic Review

The preliminary site plan was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City.

## GENERAL COMMENTS

1. The applicant, Pulte Homes of Michigan, LLC, is proposing an 86-unit, age-restricted housing development on the east side of Wixom Road between Grand River Avenue and 11 Mile Road.
2. The site is currently zoned I-2 (General Industrial); however, the applicant plans to use a Planned Suburban Low-Rise (PSLR) overlay option that allows for the special land use.
3. Wixom Road is under the jurisdiction of the City of Novi.
4. The site is located near the Providence Hospital system and the applicant intends to provide an emergency access connection to the hospital via the ITC corridor that is located east of the proposed development.
5. Summary of traffic-related waivers/variances:
  - a. The applicant is seeking a deviation for the proposed sidewalk offset distance from the roadway. City standards require a 10 foot offset and the applicant is requesting a 7.5 foot offset.
  - b. The applicant is seeking a City Council variance for the residential driveway taper depth. City standards require a 10 foot taper depth and the applicant is proposing 7.5 feet.

## TRAFFIC IMPACTS

1. AECOM performed an initial trip generation estimate based on the ITE Trip Generation Manual, 10<sup>th</sup> Edition, as follows:

ITE Code: 251 – Senior Adult Housing - Detached  
Development-specific Quantity: 86 Units  
Zoning Change: PSLR Overlay for I-2 Zoning

Trip Generation Summary				
	City of Novi Threshold	Estimated Trips	Method	Above Threshold?
<b>AM Peak-Hour, Peak-Direction Trips</b>	100	24	Fitted Curve Equation	No
<b>PM Peak-Hour, Peak-Direction Trips</b>	100	26	Fitted Curve Equation	No
<b>Daily (One-Directional) Trips</b>	750	493	Fitted Curve Equation	No

2. The number of trips does not exceed the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour. However, because of the PSLR overlay to the existing I-2 zoning, the applicant was required to provide a traffic impact assessment (TIA).
3. The TIA was reviewed by AECOM and comments were submitted in a letter dated December 5<sup>th</sup>, 2017. The results of the TIA indicate that the development and adjacent roadways will experience acceptable levels-of-service and delays.

## EXTERNAL SITE ACCESS AND OPERATIONS

*The following comments relate to the external interface between the proposed development and the surrounding roadway(s).*

1. The applicant has proposed one driveway off of Wixom Road. The driveway is in compliance with City standards.
  - a. The applicant shall remove the proposed boulevard cross-section detail on Sheet 15.
2. Although not warranted by the data presented in the TIA, the applicant has proposed both an entering and exiting right turn lane. Both lanes are designed in compliance with City standards.
3. The left turning volumes into the site do not warrant the need for a left turn passing lane per the data presented in the TIA.
4. The applicant has indicated that there is an adequate amount of sight distance in both directions on Wixom Road (35 mph).
5. The TIA determined that the proposed driveway is adequately spaced between the adjacent same-side and opposite-side driveways.
6. The applicant has proposed an emergency access pathway to Providence Hospital. Both the emergency access pathway width and emergency access gate are in compliance with City standards. The applicant has indicated the turning radii where the proposed emergency path meets Providence Parkway to be 10 feet with meets standards as provided in Figure VIII-K in the City's Zoning Ordinance.
7. The applicant has provided an uncurbed, paved 20 foot wide access drive off of Stonebrook Drive to the existing Wildlife Woods Park to the south of the site, which is generally acceptable to the City.

## INTERNAL SITE OPERATIONS

*The following comments relate to the on-site design and traffic flow operations.*

1. General Traffic Flow
  - a. The applicant has indicated 28 foot B/C to B/C roadway width on sheet 05, but shows a 27 foot width on sheet 15 and should update the detail to be consistent. All roadways throughout the development are required to be 28 feet B/C to B/C.

- b. The applicant has indicated 25' turning radii at the intersection of Stonebrook Drive with Rockview Drive and Windfall Drive which is in compliance with Section 11-194.b.8 of the City's Code of Ordinances.
- c. The proposed roadway widths are in compliance with City standards.
- d. Large trucks and emergency vehicles are anticipated to be able to access and maneuver throughout the site such that the comment above (1.a) is satisfied.
- e. The proposed dimensions for the residential driveways are generally in compliance with City standards. However, the proposed taper depth is 7.5 feet while the City requires a taper depth of 10 feet. **The applicant has requested a variance for the taper depth of 7.5 feet.**
- f. The proposed eyebrow designs are in compliance with City standards.
- g. The applicant has proposed a mailbox cluster within the southwest eyebrow. If accessed by vehicle, the location of the mailbox cluster will require vehicles to park within the eyebrow to retrieve their mail. Similarly, during times of mail delivery, a mail delivery vehicle will likely park in the street. The applicant could consider relocating the mailbox cluster and/or one of the vehicle parking bays (with accessible parking) so that parking opportunities can be provided adjacent to the mailboxes and reduce the occurrence from vehicles parking in the street. It should be noted that the signing plan indicates no parking at any time throughout the development.

## 2. Parking Facilities

- a. The City requires 2.5 parking spaces per unit. Each unit has a two car garage and driveway for two parked vehicles, thereby providing four spaces per unit and exceeding City standards.
- b. On-street parking is not proposed throughout the development; however, the applicant is proposing 10 off-street parking spaces (including one accessible parking space) throughout the development.
  - i. The applicant should provide a dimensioned detail for the proposed off-street parking spaces including the accessible parking space.
- c. The applicant is proposing 12 parking spaces near the Wildlife Woods Park. The parking lot is proposed as uncurbed, which can be accepted based on the approved PSLR agreement.
  - i. The applicant should provide additional parking blocks details, as currently indicated on the plans.
    - 1. The parking blocks shall be six inches in height and placed such that the face of the parking block is 19 feet from the end of the parking space, OR may be four inches in height and placed such that the face of the parking block is 17 feet from the end of the parking space and there is a clear two foot overhang in front of the parking space.
    - 2. The parking blocks shall be yellow in color.
    - 3. The parking blocks shall be six feet in length and positioned within in the center of the parking spaces such that there is a three-foot walkway between each parking block.
  - ii. The applicant should provide a dimension for the maneuvering aisle in front of the parking spaces. The width should be 24 feet.
  - iii. The applicant should make one of the proposed parking spaces for the Wildlife Woods Park an accessible space.
  - iv. The applicant should refer to the Fire review letter for additional information regarding accessibility requirements at the proposed park parking lot.
- d. The applicant has provided a total of 20 bicycle parking spaces, which exceeds City requirements (18 spaces – one space for every five units). The bicycle parking locations and layout details are generally in compliance with City standards. The applicant should review and revise the following as necessary:
  - i. All bicycle parking spaces shall be accessible via a six foot paved route from the adjacent street. See Figure 1 for clarification on which sidewalks shall be six feet in width.

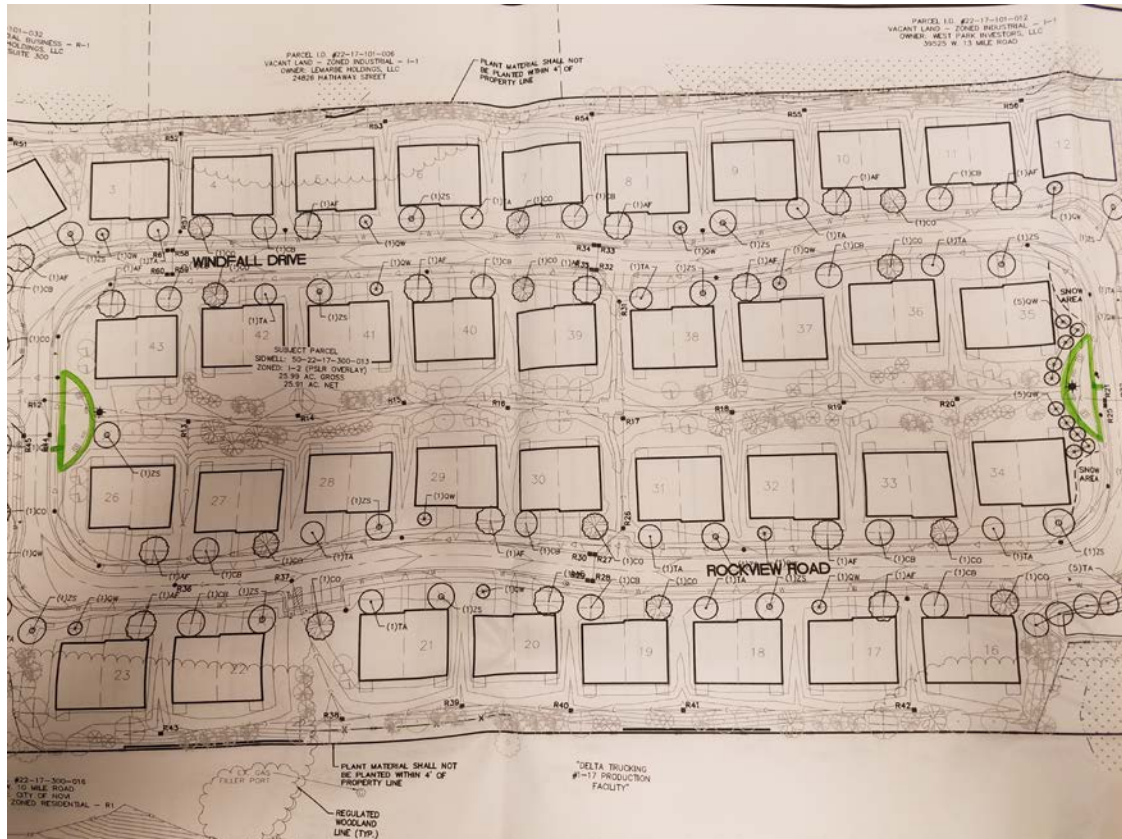


Figure 1. Highlighted sidewalks shall be six feet in width.

- ii. All single-tier bicycle parking spaces have a four foot maneuver aisle adjacent to them.
3. Sidewalk Requirements
- a. The applicant has proposed five foot sidewalks throughout the development.
  - b. Sidewalk ramps are in compliance with City standards.
  - c. **The applicant is seeking a City Council variance for the 10 foot sidewalk offset in lieu of the required 15 foot sidewalk offset from the roadway.**
  - d. The applicant could consider providing a non-motorized neighborhood connection to the ITC corridor by means of an ADA compliant sidewalk adjacent to (or within) the emergency access road.
  - e. The applicant is proposing a 5 foot wide sidewalk along Providence Pkwy.
  - f. The applicant should provide width details for the proposed sidewalk segments along Wixom Road.
4. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). The following is a discussion of the proposed signing and striping.
- a. All signing and striping details are required by the final site plan.
  - b. The applicant shall include parking space striping notes to indicate that:
    - i. The standard parking spaces shall be striped with four inch white stripes.
    - ii. The accessible parking space and associated aisle should be striped with four inch blue stripes.
    - iii. Where a standard space is adjacent to an accessible space, abutting blue and white stripes shall be installed.
  - c. The applicant should provide a detail for proposed international symbol for accessibility pavement markings that may be placed in the accessible parking space. Note that the symbol shall be placed in alignment with the edge of the parking space that abuts the roadway. The symbol shall be white or white with an optional blue background and white border.

Memo

- d. The applicant could consider placing a W14-2 (no outlet) sign at the site entrance to indicate to motorists that they are entering a roadway network from which there is no exit. The W14-2 sign may be used in combination with a D3-1 (street name) sign. Reference MMUTCD Section 2C.26 for more information.
- e. The applicant could consider W11-2 (pedestrian crossing) signs near the two locations throughout the site where sidewalk ramps are present at the roadway. Reference Section 2C.50 of the MMUTCD for more information.
- f. The applicant should update signage note 3 on sheet 05 to indicate a height of 7 feet from *finished* grade.

Should the City or applicant have questions regarding this review, they should contact AECOM for further clarification.

Sincerely,

**AECOM**



Maureen N. Peters, PE  
Senior Traffic/ITS Engineer

FAÇADE REVIEW



September 4, 2018 (Revised 9/25/18)

**Summary:**  
 Approved, Section 4 Waiver Not Required

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 – Preliminary Site Plan**  
**Villas @ Stonebrook, JSP17-0062**  
 Façade Region: 1, Zoning District: RM-1, PLSR,

Dear Ms. McBeth:

The following is the Façade Review for the above referenced project based on the drawings provided by Pulte Homes, dated 8/1/18. This project is subject to the Façade Ordinance Section 5.15. The percentages of materials proposed for each façade are as shown in the tables below. Materials in non-compliance are highlighted in bold.

<b>Abbeyville Duplex, Elevation 1</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	32%	44%	44%	34%	100% (30% Minimum)
Cultured Stone	0%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	4%	28%	28%	12%	50%
Simulated Shake Siding (Vinyl)	3%	0%	0%	0%	25%
Trim	12%	4%	4%	4%	15%
Asphalt Shingles	49%	24%	24%	50%	50% (Note 14)

<b>Abbeyville Duplex, Elevation 2</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	32%	44%	44%	34%	100% (30% Minimum)
Cultured Stone	0%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	4%	28%	28%	12%	50%
Simulated Shake Siding (Vinyl)	12%	0%	0%	0%	25%
Trim	12%	4%	4%	4%	15%
Asphalt Shingles	40%	24%	24%	50%	50% (Note 14)



<b>Abbeyville Duplex, Elevation 3</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	30%	44%	44%	34%	100% (30% Minimum)
Cultured Stone	5%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	4%	28%	28%	12%	50%
Simulated Shake Siding (Vinyl)	3%	0%	0%	0%	25%
Trim	10%	4%	4%	4%	15%
Asphalt Shingles	48%	24%	24%	50%	50% (Note 14)

<b>Abbeyville Duplex, Elevation 4</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	30%	44%	44%	34%	100% (30% Minimum)
Cultured Stone	20%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	0%	28%	28%	12%	50%
Simulated Shake Siding (Vinyl)	10%	0%	0%	0%	25%
Trim	10%	4%	4%	4%	15%
Asphalt Shingles	30%	24%	24%	50%	50% (Note 14)

<b>Abbeyville Duplex, Elevation 5</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	25%	44%	44%	34%	100% (30% Minimum)
Cultured Stone	25%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	0%	28%	28%	12%	50%
Simulated Shake Siding (Vinyl)	10%	0%	0%	0%	25%
Trim	10%	4%	4%	4%	15%
Asphalt Shingles	30%	24%	24%	50%	50% (Note 14)

<b>Bayport Duplex, Elevation 1</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	40%	45%	45%	30%	100% (30% Minimum)
Cultured Stone	0%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	25%	25%	25%	15%	50%
Simulated Shake Siding (Vinyl)	0%	0%	0%	0%	25%
Trim	10%	5%	5%	5%	15%
Asphalt Shingles	25%	25%	25%	50%	50% (Note 14)

<b>Bayport Duplex, Elevation 2</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	35%	40%	40%	30%	100% (30% Minimum)
Cultured Stone	30%	5%	5%	0%	50%
Horizontal Siding (Cement Board)	0%	25%	25%	15%	50%
Simulated Shake Siding (Vinyl)	0%	0%	0%	0%	25%
Trim	10%	5%	5%	5%	15%
Asphalt Shingles	25%	25%	25%	50%	50% (Note 14)

<b>Bayport Duplex, Elevation 3</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	35%	40%	40%	30%	100% (30% Minimum)
Cultured Stone	0%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	0%	30%	30%	15%	50%
Simulated Shake Siding (Vinyl)	30%	0%	0%	0%	25%
Trim	10%	5%	5%	5%	15%
Asphalt Shingles	25%	25%	25%	50%	50% (Note 14)

<b>Bayport Duplex, Elevation 4</b>	Front	Left	Right	Rear	Ordinance Maximum (Minimum)
Brick	20%	40%	40%	30%	100% (30% Minimum)
Cultured Stone	30%	0%	0%	0%	50%
Horizontal Siding (Cement Board)	0%	30%	30%	15%	50%
Simulated Shake Siding (Vinyl)	0%	0%	0%	0%	25%
Trim	10%	5%	5%	5%	15%
Asphalt Shingles	40%	25%	25%	50%	50% (Note 14)

**Façade Ordinance (Section 5.15)** – Projects within the PLSR District are considered to be in Façade Region 1 with respect to the Façade Ordinance. Footnote 8 of the Façade Chart states that all buildings in Façade Region 1 shall have a minimum of 30% Brick. Elevations with the combined percentage of Brick and Stone of 30% or greater are considered to be in compliance with footnote 8. In general the front facades exhibit well-balanced massing with interesting architectural details. Arched brick entrances, multiple gables and / or Dutch hips, return cornices and raised panel garage are provided on all models. Arched brick garage lintels, and decorative shutters also occur on several models. The rear and side facades and the façade material sample board were not provided at the time of this review.

**Planned Suburban Low-Rise Ordinance (Section 3.21)** –Section 3.21.C of the Ordinance sets additional requirements for buildings in the PLSR District. Section 3.21.C.ii.a.1- The floor plan provided indicates that the side facades do not have offsets of 4’, every 50’, as required. This Section was intended to provide articulation on large buildings. Considering that this project consists of multiple smaller buildings, we do not believe this requirement is applicable to this project.

**Recommendation** – In response to our prior comments the applicant has changed the Vinyl Siding to Cement Board Siding and increases the percentages of Brick and Stone. All facades are now in full compliance with the Façade Ordinance. A Section 9 Waiver is not required for this Project. Please note that a sample board indicating carefully coordinated colors must be provided no less than 5 days prior to the Planning Commission meeting,

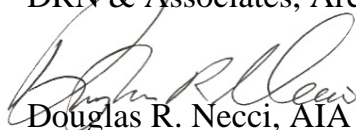
**Notes to the Applicant:**

1. It should be noted that any roof top equipment must be screened from view from all on-site and off-site vantage points using compliant materials consistent with the building design.
2. Dumpster enclosures are required to be constructed of brick matching the primary building.
3. Monument signs, guard houses, gated entrance pedestals and other structures, if any are required to comply with the façade Ordinance.
4. Inspections – The 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 project please do not hesitate to call.

Sincerely,  
DRN & Associates, Architects PC



Douglas R. Necci, AIA

**FIRE REVIEW**



August 9, 2018

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Gwen Markham

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Kelly Breen

**City Manager**  
Pete Auger

**Director of Public Safety  
Chief of Police**  
David E. Molloy

**Director of EMS/Fire Operations**  
Jeffery R. Johnson

**Assistant Chief of Police**  
Erick W. Zinser

**Assistant Chief of Police**  
Scott R. Baetens

RE: The Villas At Stonebrook

PSP# 17-0140 (Pre-App)

PSP# 18-0004

**PSP# 18-0123**

**Project Description:**

Build a 44 building (88 tenant) subdivision on Wixom Rd. north of Eleven Mile Rd.

**Comments:**

- 1) **CORRECTED 8/9/18-** MUST add hydrant location to Plans. Hydrant spacing is no more than 300' from hydrant to hydrant. City Ordinance 11-68(F)(1)C.
- 2) **CORRECTED 8/9/18-**Water-mains MUST be labeled on plans.
- 3) Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities supporting thirty-five (35) tons. City Ordinance 503.2.3 .
- 4) Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm) and an unobstructed vertical clearance of not less than 14 feet (4115 mm). City Ordinance 503.2.1.
- 5) Note – Written permission may be needed and or required by International Transmission Company, 27175 Energy Way, Novi Mi. 48377 – due to the proposed “secondary emergency egress lane” that will cross under power & utility lines and across property parcel ID # 22-17-300-015.
- 6) MUST provide a turn around on the access drive to the parking spacing to the Wildlife Woods Park. (Access road is >150’).

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

cityofnovi.org

**Recommendation:**

**APPROVED WITH CONDITIONS**

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', with a long horizontal flourish extending to the right.

Kevin S. Pierce-Fire Marshal  
City of Novi – Fire Dept.

cc: file

PSLR AGREEMENT DRAFT APPROVED BY COUNCIL

**PLANNED SUBURBAN LOW-RISE (PSLR)  
OVERLAY DEVELOPMENT AGREEMENT –  
VILLAS AT STONEBROOK**

**THIS PLANNED SUBURBAN LOW-RISE (PSLR) OVERLAY DEVELOPMENT AGREEMENT** (this “Agreement”) is made as of the \_\_\_ day of \_\_\_\_\_, 2018, by and between Pulte Homes of Michigan, LLC a Michigan limited liability company, whose address is 100 Bloomfield Hills Parkway, Suite 300, Bloomfield Hills, MI 48304, (the “Pulte Homes”), and the CITY OF NOVI, a Michigan municipal corporation , whose address is 45175 West Ten Mile Road, Novi, MI 48375-3024 (“City”).

**RECITATIONS:**

- I. Pulte Homes intends to develop the “Land” described on Exhibit A, attached and incorporated herein. The Land is one parcel of property of approximately 26 acres in area. Developer proposes to develop the Land as the Villas at Stonebrook, a 43 duplex building (86-homes) multifamily residential community (the “Project”) as set forth in the PSLR Overlay Concept Plan, which has been submitted to the City for review and approval under applicable provisions of the City Code, including the City’s Zoning Ordinance (the “Zoning Ordinance”). The PSLR Overlay Concept Plan as hereby approved is a conceptual or illustrative plan for the potential development of the Land under the PSLR Overlay District that includes building elevations and site improvements. Such PSLR Overlay Concept Plan approval is not an approval to construct any of the proposed improvements as shown.
  
- II. Pulte Homes and City acknowledge that TLC Property, LLC, a Michigan limited liability company (“Landowner”) is the fee simple owner of the Land as of the date this Agreement. Landowner has provided a separate Consent to this Agreement attached hereto. This Agreement shall not be effective until executed by Pulte Homes and consented to by Landowner and recorded with the office of the Oakland County Register of Deeds pursuant to Section 8 herein and the City’s Zoning Ordinance. As used in this Agreement, the term “Developer” shall mean Landowner until such time as Pulte Homes acquires fee simple title to the Land, whereupon the term “Developer” shall mean Pulte Homes and its successors and assigns. Pulte Homes and Landowner acknowledge that no permits of any kind to conduct any work or improvements on the Land shall be issued until this Agreement has been fully executed by Pulte Homes and consented to by Landowner and recorded with the office of the Oakland County Register of Deeds.



- III. The City may grant site plan approval prior to Pulte Homes acquiring fee simple title to the Land, but site plan approval shall not be effective and shall not grant any rights whatsoever until this Agreement has been recorded with the office of the Oakland County Register of Deeds.
- IV. For purposes of improving and using the Land for the Project, Developer petitioned the City to consider approval for the Project under a PSLR Overlay Development Agreement application that included a PSLR Overlay Concept Plan, first dated August 30, 2017, with modifications dated December 29, 2017, and on file in the Community Development Office; a traffic impact assessment; and a list of proposed deviations and waivers.
- V. The Land is zoned I-2 (General Industrial), with a PSLR Overlay that covers the entire parcel. The PSLR Overlay zoning classification provides the Developer and the City with a residential use that is compatible with the City's Master plan and with existing adjacent developments. The PSLR Overlay zoning classification provides the Developer with certain material development options with respect to the Land that are not available under the I-2 (General Industrial) classification and that would be a distinct material benefit and advantage to the Developer. The PSLR Overlay zoning classification is consistent with the City's Master Plan for Land Use showing the Land as part of the future Suburban Low-Rise use.
- VI. The City has reviewed the Developer's proposed petition to consider a PSLR Overlay Development Agreement application under the terms of the PSLR Overlay District provisions of the City's Zoning Ordinance and has reviewed the Developer's proposed PSLR Overlay Concept Plan, the traffic impact analysis, and the Developer's proposed deviations and waivers. The City has found that the PSLR Overlay Concept Plan meets the intent of the PSLR Overlay District ordinance in that it provides a reasonable transition from the higher intensity hospital uses in the area to the adjacent residential uses, subject to the terms and conditions of this Agreement.
- VII. In petitioning for consideration of a PSLR Development Agreement Application, Developer has expressed as a firm and unalterable intent that Developer will develop and use the Land in conformance with the PSLR Overlay Concept Plan and the conditions (herein referred to as the "Conditions") set forth in Paragraph 4, below.
- VIII. The PSLR Overlay Concept Plan is acknowledged and agreed by the City and Developer to be a conceptual plan for the purpose of depicting the general area contemplated for development on the Land. The Developer will be required to obtain site plan approval for the development of the improvements to be constructed on the Land (i.e., the Project) in accordance with the terms of the PSLR Overlay District ordinance and this Agreement.
- IX. Some deviations and waivers from the provisions of the City's ordinances, rules, or regulations as to the Project are depicted in the PSLR Overlay Concept Plan, as specifically described below, and are approved by virtue of this Agreement. However, except as to such specific deviations and waivers as enumerated herein, the development of the Land under the requirements of the PSLR Overlay District shall be subject to and in accordance with all applications, reviews, approvals, permits, and authorizations required under all

applicable laws, ordinances, and regulations pertaining to such development, including, but not limited to, site plan approval, storm water management plan approval, woodlands and wetlands permits, facade approval, landscape approval, engineering plan approval, and payment of review and inspection fees and performance guarantees pertaining to the proposed development of the Land.

- X. The building design and layout, facade, and elevations shall be substantially similar to that submitted as part of the Developer's final approval request, as depicted in the PSLR Overlay Concept Plan, or as the same shall be approved by the City in connection with the site plan approval for the improvements to be constructed on the Land, it being acknowledged and agreed that the PSLR Overlay Concept Plan and final site plan may be modified if approved by the City.
- XI. The parties acknowledge that this Agreement contains terms and conditions that are binding on Developer.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- 1. Each and every provision, representation, term, condition, right, and obligation set forth in Recitations I-XI is binding upon the parties of this Agreement and is incorporated as a part of this Agreement.

As provided in the PSLR Overlay District ordinance, including Section 3.1.27 and Section 3.21 of the City's Zoning Ordinance, no use of the Land shall be allowed except the uses shown on the PSLR Overlay Concept Plan for the operation of the Project. Site plan review for the development of the Land is required in accordance with the terms of the City's ordinances; provided, however, that modifications to the improvements to be constructed on the Land shall be permitted subject to the City's approval.

Notwithstanding the foregoing, except for the deviations provided for in Paragraph 2 below, relating to specific ordinance deviations, Developer shall also comply with all requirements in the staff and review letters as follows:

- (1) Planning review dated January 30, 2018
- (2) Engineering review dated January 30, 2018
- (3) Landscape review dated January 12, 2018
- (4) Wetland review dated January 29, 2018
- (5) Woodland review dated January 29, 2018
- (6) Traffic review dated January 25, 2018
- (7) Traffic Impact Assessment Review dated December 5, 2017
- (7) Fire Marshal review dated January 12, 2018
- (8) Façade review dated February 19, 2018

In addition,

- (1) Developer and its successors, assigns, and/or transferees shall at all times act in conformance with the PSLR Overlay

Concept Plan and Conditions, all as described above and incorporated herein.

- (2) Developer and its successors, assigns, and/or transferees shall forbear from acting in a manner inconsistent with the PSLR Overlay Concept Plan and Conditions, incorporated herein.
- (3) Developer shall commence and complete all actions reasonably necessary to carry out the PSLR Overlay Concept Plan and all of the Conditions incorporated herein.

2. The following deviations and waivers from the standards of the City's Zoning Ordinance with respect to the Land are hereby authorized pursuant to Section 3.21 of the City's Zoning Ordinance and as shown on the PSLR Overlay Concept Plan or final approved site plan:

- a. Deviation from Sec. 3.21.I.c to allow a Traffic Impact Assessment in lieu of required Traffic Impact Study as the number of estimated trips from this Project do not exceed the City's threshold;
- b. Deviation from Sec. 3.21.2.A.i to allow building to front on an approved private driveway, which does not conform to the City standards with respect to required sixty foot right-of-way, due to the type of development proposed for active senior adult development, and because of the applicant's offer to provide an easement for the adjacent property to share access if needed;
- c. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.D to allow modifications to the required front and side yard setbacks (as indicated on the PSLR Overlay Concept Plan), due to the type of development proposed for active senior adult development;
- d. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.D to allow reduction of minimum distance between buildings by 5 feet (30 feet required, 25 feet proposed), due to the type of development proposed for active senior adult development;
- e. Deviation from Sec. 3.21.2.B to allow full time access drives to be connected to a section-line road as opposed to a non-section line roads, as the Developer is proposing to provide access and utility easements to neighboring properties to eliminate multiple curb cuts on Wixom Road;
- f. Deviation from Sec. 5.5.3.F.ii.b.(2) to allow placement of street trees between the sidewalk and the building, provided that the trees are at least five (5) feet away from the sidewalk, as opposed to

between the sidewalk and curb, due to type of development proposed;

- g. Deviation from Sec. 5.5.3.F.ii.b.(1) to allow additional sub-canopy trees in lieu of deciduous canopy or large evergreen trees, provided the Developer limits the percentage of proposed sub-canopy trees within 25 percent of total required canopy trees, as it will provide additional visual and species diversity to the site;
  - h. Deviation from Sec. 3.21.2.A.iii and Sec. 5.5.3 to allow absence of required landscaped berm along Wixom Road frontage, due to limited frontage and flag shaped lot/parcel involved;
  - i. Deviation from Sec. 4.04, Article IV, Appendix C-Subdivision ordinance of City Code of Ordinances for absence of a stub street required at 1,300 feet intervals along the property boundary to provide connection to the adjacent property boundary, due to conflict with existing wetlands;
  - j. Deviation from Chapter 7(c) (1) of Engineering Design manual for reducing the distance between the sidewalk and back of the curb. A minimum of 7.5 feet is allowed;
  - k. Deviation from Section 11-216 (Figure IX.5) of City's Code of Ordinances for reduction of residential driveway taper depth (10 feet required, 7.5 feet proposed) due to proximity of proposed sidewalk within the development.
3. Each of the provisions, requirements, deviations/waivers, and conditions in this Agreement and the features and components provided in the PSLR Overlay Concept Plan meet the intent of the PSLR Overlay District, subject to the terms and conditions of this Agreement.
4. Developer shall develop the Land solely as a residential Project. Developer shall forbear from developing and/or using the Land, and from constructing any improvements, in any manner other than as authorized and/or limited by this Agreement and the approved site plan. Subject to the terms and conditions of this Agreement and the PSLR Overlay District provisions of the Zoning Ordinance, including Section 3.1.27 and Section 3.21 thereof, Developer shall develop the Land in accordance with all applicable laws, ordinances, and regulations of the City pertaining to such development required under the PSLR Overlay District, including all applicable height, area, and bulk requirements of the Zoning Ordinance as relates to the PSLR Overlay District, except as expressly authorized herein.

The City's approval of the Development is based on the following findings:

- A. The PSLR Overlay Development Agreement and PSLR Overlay Concept Plan will result in a recognizable and substantial benefit to the ultimate users of the project and to the community.
  - 1. The plan proposes a reasonable transition and connection between adjacent land uses.
  
- B. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed type and density of use(s) will not result in an unreasonable increase in the use of public services, facilities and utilities, and will not place an unreasonable burden upon the subject property, surrounding land, nearby property owners and occupants, or the natural environment.
  - 1. The Developer has provided a Traffic Impact Assessment and a Community Impact Statement which indicates minimal impacts on the use of public services, facilities and utilities.
  
  - 2. The proposed PSLR Overlay Concept Plan impacts about 0.60 acres of existing 1.96 acre wetlands subject to adjustments during final design and engineering plan approvals and proposes approximately 54% of regulated tree removals. The Concept Plan proposes off-site wetland mitigation measures, but details regarding the off-site location have not been provided with the Concept Plan. Off-site mitigation measures, conforming to City Code requirements, shall be reviewed and approved administratively by the City’s Community Development Division, at the time of final site plan approval. In the event that Developer cannot provide approvable off-site mitigation measures, Developer shall comply with an alternative mitigation plan, (the “Alternative Mitigation Plan”), which shall be submitted and approved by Planning Commission, with the Preliminary Site Plan for the Development. Any revision to the site plan reducing units or affection other plan details may be approved as part of the “Alternative Mitigation Plan,” approved by Planning Commission as long as proposed impacts or revisions are less intensive than the approved Concept Plan. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed development will not cause a negative impact upon surrounding properties.
    - 1. The proposed buildings will be buffered by proposed landscape.
  
- C. The proposed development will be consistent with the goals and objectives of the City of Novi Master Plan, and will be consistent with the requirements of this Article 3.1.27.
  - 1. The proposed development fills the gap for active adults housing needs, which is the recommended in the City’s 2016 Master Plan for Land Use.

The homes will be “age-targeted” ranch-style duplex housing units with a possible loft option.

- D. City Council deviations (as the PSLR Overlay Concept Plan provides) substitute safeguards for each of the regulations and there are specific, identified features or planning mechanisms deemed beneficial to the City by the City Council which are designed into the Project for the purpose of achieving the objectives for the District as stated in the Planning Review Letter.

The following Conditions shall apply to the Development and the Land:

- A. The Development shall include a connection to extensive pathway system within Providence park hospital campus to the east, as proposed.
- B. Architectural standards of the City as shown on the Façade Plans submitted as part of the PSLR Overlay Concept Plan, with minor deviations to the percentage of asphalt shingles on the rear elevations to be approved by the City’s façade consultant at the time of final site plan review. Final Façade plans shall be submitted for review with the final site plan and shall include information as to the type and extent of materials and features to be provided on all elevations.
- C. The Development shall provide an access drive connection and additional public access points to the adjoining City Park (the “City Park”) to the south as well as related parking benefits to the City Park in the form of 12 additional parking spaces as indicated in the ‘Off-Site Access Road Exhibit’ shared via e-mail dated April 20, 2018 attached as Exhibit B. Additional revisions to the road design may be required to address fire and emergency turn-around requirements at the time of preliminary site plan approval. To assist the public with City Park access, Developer is offering to include the City Park’s name on their development sign along with the Project name on Wixom Road, or as alternate signage, and provide way finding signage, directing users to park access. The final layout and design of the access drive, parking spaces, location, format, and content of the park signage, woodland and wetland permit application shall be submitted for approval by the City, at the time of preliminary site plan review, and shall be within the City’s sole discretion. Park improvements shall be constructed, and completed concurrent with on-site improvements in accordance with the provisions of Chapter 26.5 of the City of Novi Code of Ordinances. The City will terminate the existing access easement over the City Park to the existing petroleum facility to the south of the Development, and will grant a replacement access easement in accordance with the approved plan for the City Park access.
- D. The Developer shall provide an access easement on the north side of the proposed entry drive as shown on the Plan Suburban Low Rise Concept

Plan for future connection capability to neighboring properties to eliminate multiple exits onto Wixom Road.

5. Developer acknowledges that, at the time of the execution of this Agreement, the Project has not yet obtained site plan, engineering, and other approvals required by ordinance or other regulation. Developer acknowledges that the Planning Commission and Engineering Division may impose additional conditions other than those contained in this Agreement during site plan reviews and approvals as authorized by law; provided, however, that such conditions shall not eliminate any development right authorized thereby. Such conditions shall be incorporated into and made a part of this Agreement, and shall be enforceable against Developer, in the event Developer proceeds with development of the Project.
6. In the event the Developer or its respective successors, assigns, and/or transferees attempt to proceed, or do proceed, with actions to complete any improvement of the Land, or any portion of it, in any manner other than for the development and operation of the Project, as shown on the PSLR Overlay Concept Plan, or to use the Land in any manner inconsistent with this Agreement, the City shall be authorized to revoke all outstanding building permits and any certificates of occupancy issued for such building and use on the Land. In addition, any material violation of the City's Code of Ordinances by Developer and/or any successor owners or occupants with respect to the Land shall be deemed a breach of this Agreement, as well as a violation of the City's Code of Ordinances. A breach of this Agreement shall constitute a nuisance *per se*, which shall be abated. Developer and the City therefore agree that, in the event of a breach of this Agreement by the Developer, in addition to any other relief to which it may be entitled at law or in equity, the City shall be entitled under this Agreement to relief in the form of specific performance and an order of the court requiring abatement of the nuisance *per se*. The rights in this Paragraph 5 are in addition to the legal and equitable rights that the City has by statute, ordinance, or other law. In the event of a breach under this Paragraph, the City shall notify Developer of the occurrence of the breach and shall provide the Developer with a reasonable period of time to cure any such default and Developer shall cure such default during such period; provided, however, that in no event shall the notice period be less than 30 days.
7. By execution of this Agreement, Developer acknowledges that it has acted in consideration of the City approving the proposed use on the Land, and Developer agrees to be bound by the provisions of this Agreement, including the recitals and all exhibits attached hereto, which are incorporated by this reference and made a part of this Agreement.
8. Developer acknowledges and agrees that it has had the opportunity to have the PSLR Overlay Concept Plan and this Agreement reviewed by legal counsel. Developer has negotiated with City the terms of this Agreement and of the PSLR Overlay Concept Plan, and such documentation represents the product of the joint efforts and mutual agreements of Developer and City. Developer accepts and agrees to the final terms, conditions, requirements and obligations of the

Agreement and the PSLR Overlay Concept Plan, and Developer shall not be permitted in the future to claim that the effect of the Agreement and PSLR Overlay Concept Plan results in an unreasonable limitation upon uses of all or a portion of the Land, or claim that enforcement of the Agreement and PSLR Overlay Concept Plan causes an inverse condemnation, other condemnation or taking of all or any portion of the Land. Developer and City agree that this Agreement and its terms, conditions, and requirements are lawful and consistent with the intent and provisions of local ordinances, state and federal law, and the Constitutions of the State of Michigan and the United States of America. Developer has offered and agreed to proceed with the undertakings and obligations as set forth in this Agreement in order to protect the public health, safety, and welfare and provide material advantages and development options for Developer, all of which undertakings and obligations Developer and City agree are necessary in order to ensure public health, safety, and welfare, to ensure compatibility with adjacent uses of land, to promote use of the Land in a socially, environmentally, and economically desirable manner, and to achieve other reasonable and legitimate objective of City and Developer, as authorized under applicable City ordinances and the Michigan Zoning Enabling Act, MCL 125.3101, *et seq.*, as amended. It is further agreed and acknowledged that the terms, conditions, obligations, and requirements of this Agreement and the PSLR Overlay Concept Plan are clearly and substantially related to the burdens to be created by the development and use of the Land under the approved PSLR Overlay Concept Plan and this Agreement, and are, without exception, clearly and substantially related to City's legitimate interests in protecting the public health, safety and general welfare. Nothing in this paragraph however limits Developer right to seek enforcement of this Agreement for City's breach of any of its terms.

9. This Agreement shall run with the Land and be binding upon and inure to the benefit of the parties to this Agreement and their respective heirs, successors, assigns, tenants and transferees. This Agreement shall be recorded with the office of the Oakland County Register of Deeds as to all affected parcels, and the approval of the proposed use shall not become effective until such recording has occurred. Thereafter, any development of the Land shall be in accordance with this Agreement, the PSLR Overlay Concept Plan, and any approved site plans, unless an amendment to this Agreement is approved by the City pursuant to the Zoning Ordinance.
10. This Agreement has been duly authorized by all necessary action of the Developer and the City.
11. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy provided by law.
12. In the event that there is a failure in any material respect by the Developer to perform any obligations required by this Agreement, the City shall serve written notice thereof setting forth such default and shall provide the Developer, as



applicable, with a reasonable period of time to cure any such default and Developer, as applicable, shall cure such default or take reasonable commercial steps to commence and pursue such a cure during such period; provided, however, in no event, shall the notice period be less than 30 days.

13. This Agreement shall be governed by the laws of the State of Michigan, both as to interpretation and performance. Any and all suits for any and every breach of this Agreement may be instituted and maintained in any court of competent jurisdiction in the County of Oakland, State of Michigan.
14. This Agreement is intended as the complete integration of all understandings among the parties related to the subject matter herein. No prior contemporaneous addition, deletion, or other amendment shall have any force or affect whatsoever, unless embodied herein in writing. Except for additional conditions imposed as part of the development approval process, as described in Section 4 above, this Agreement may be amended only as provided in the PSLR Overlay District ordinance, Section 3.21 of the City's Zoning Ordinance, including a writing signed by all parties to the Agreement.
15. The Zoning Board of Appeals shall have no jurisdiction over the Land or the application of this Agreement. Minor modifications to the PLSR Concept Plan may be made at the discretion of the Community Development Department, without the matter returning to the City Council. "Minor modifications" shall mean and include those modifications that would meet the requirements listed in Section 6.1 of the Zoning Ordinance for administrative review.
16. It is understood by Developer that construction of some of the improvements included in the PSLR Overlay Concept Plan may require the approval of other governmental agencies, and that failure to obtain such approvals does not invalidate this Agreement or the PSLR Overlay Concept Plan.
17. None of the terms or provisions of this Agreement shall be deemed to create a partnership or joint venture between the Developer and the City.
18. The parties intend that this Agreement shall create no third-party beneficiary interest.
19. Where there is a question with regard to applicable regulations for a particular aspect of the development of the Project, or with regard to clarification, interpretation, or definition of terms or regulations, and there are no apparent express provisions of this Agreement or the PSLR Overlay Concept Plan that apply, the City, in the reasonable exercise of its discretion, shall determine the regulations of the City's Zoning Ordinance, as that Ordinance may have been amended, or other City Ordinances, that shall be applicable provided it finds that such determination is not inconsistent with the nature and intent of this Agreement. In the event of a conflict or inconsistency between the provisions of this Agreement and PSLR Overlay Concept Plan, the provisions of this Agreement shall govern

and control. In the event of a conflict or inconsistency between the provisions of this Agreement and the PSLR Overlay Concept Plan on the one hand, and the applicable City ordinances on the other hand, the provisions of this Agreement and the PSLR Overlay Concept Plan shall govern and control.

20. Notwithstanding anything in this Agreement to the contrary:

(a) This Agreement shall not be binding on Pulte Homes (and the term “Developer” shall not include Pulte Homes) unless and until Pulte Homes acquires fee simple title to the Land. The obligations of the Developer set forth in this Agreement shall apply only to Pulte Homes and successor owners of the Land subsequent to conveyance of the Land by Landowner to Pulte Homes or other successor, assign or transferee. Landowner acknowledges, however, that the execution of this Agreement by Pulte Homes and Landowner and its recording at the Oakland County Register of Deeds binds the Land as set forth in this Agreement.

(b) City agrees that as long as no construction or improvements have commenced with respect to the Project, if Pulte Homes does not acquire the Land, Landowner may request this Agreement be terminated and the City and Landowner shall record a Termination of PRO Agreement (the “Termination of PRO Agreement”) in Oakland County Records. If Landowner elects to terminate, all rights and privileges under the PRO Agreement shall end.

21. This Agreement may be signed in counterparts.

[Signature on the following page]

THE UNDERSIGNED have executed this Agreement effective as of the day and year first written above.

Pulte Homes of Michigan, LLC a Michigan limited liability company

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF OAKLAND    )

On this, \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me appeared \_\_\_\_\_, the \_\_\_\_\_ of Pulte Homes of Michigan, LLC a Michigan limited liability company, who states that he has signed this document of his own free will, duly authorized on behalf of Pulte Homes of Michigan, LLC a Michigan limited liability company.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public  
Acting in \_\_\_\_\_, County,  
Michigan  
My Commission Expires: \_\_\_\_\_

[Signature continue on the following pages]

CITY OF NOVI, a Michigan municipal corporation

By: \_\_\_\_\_  
Its:

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF OAKLAND    )

On this, \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me appeared \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_ of The City of Novi, a \_\_\_\_\_  
\_\_\_\_\_, who states that he has signed this document of his own free will, duly  
authorized on behalf of the City of Novi.

\_\_\_\_\_  
Notary Public  
Acting in \_\_\_\_\_, County,  
Michigan  
My Commission Expires: \_\_\_\_\_

**CONSENT**

The undersigned, TLC Property, LLC, a Michigan limited liability company, whose address is 4875 Product Drive, Wixom, Michigan 48393, joins in and consents to the execution of the foregoing Agreement and agrees to be bound by, and the Land shall be subject to, the terms of the foregoing Agreement.

Dated: \_\_\_\_\_, 2018

LANDOWNER:

TLC Property, LLC,  
a Michigan limited liability company

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN)

) ss.

COUNTY OF OAKLAND )

On this, \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me appeared \_\_\_\_\_, \_\_\_\_\_ of TLC Property, LLC, a Michigan limited liability company, who states that he has signed this document of his own free will, duly authorized on behalf of the limited liability company

\_\_\_\_\_  
Notary Public  
Acting in \_\_\_\_\_, County,  
Michigan  
My Commission Expires: \_\_\_\_\_

Draft by:  
Gregory J. Gamalski  
Bodman PLC  
201 West Big Beaver Road, Suite 500  
Troy, MI 48084

When Recorded return to:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EXHIBIT A**  
**DESCRIPTION OF LAND**

**EXHIBIT B**  
**OFF-SITE ACCESS ROAD EXHIBIT**

**FEBRUARY 26, 2018 CITY COUNCIL MEETING  
MINUTES EXCERPT**



**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI  
MONDAY, FEBRUARY 26, 2018 AT 7:00 P.M.  
COUNCIL CHAMBERS – NOVI CIVIC CENTER – 45175 TEN MILE ROAD**

**Mayor Gatt called the meeting to order at 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Gatt, Mayor Pro Tem Staudt, Council Members Breen, Casey, Markham, Mutch, Wrobel

**ALSO PRESENT:** Peter Auger, City Manager  
Victor Cardenas, Assistant City Manager  
Elizabeth Saarela, City Attorney

**APPROVAL OF AGENDA:**

Member Markham wanted to add to the Mayor and Council Action: 8 Mile snow plowing.

**CM 18-02-017 Moved by Staudt, seconded by Casey: CARRIED UNANIMOUSLY**

**To approve the Agenda as amended.**

**Roll call vote on CM 18-02-017**                      **Yeas: Staudt, Breen, Casey, Markham, Mutch, Wrobel, Gatt**  
**Nays: None**

**PUBLIC HEARING: None**

**PRESENTATIONS:**

1. Proclamation in recognition of National Nutrition Month for March and March 14, 2018 as Registered Dietitian Day – Aarti Batavia, Providence Hospital

Aarti Batavia, Providence Hospital thanked Mayor and Council for approving the Proclamation. She is standing on behalf of the Michigan Academy of Nutrition and Dietetics. She said she helps individuals with autoimmune conditions, digestive issues, such as, ulcerative colitis and Crohn's disease. She also helps people with dementia and reversing cognitive decline. Every year we celebrate March as National Nutrition Month. The theme this year is "Go Further with Food". This is important for many reasons; whether you start your day with a healthy breakfast or go out for a meeting with an empty stomach, you should carry a snack with you. What food you carry and what you eat has an important role to play in our health. She said food is information for our genes. Preparing foods to go further at home and within the community can have a positive impact. She said we, as registered dietitian nutritionists, can help people adopt healthier eating styles, while reducing food loss and waste.

2. Novi Chamber of Commerce Toast of the Town Business Award Winners – Mayor Gatt and Senator Kowall

- I. Approval to award civil engineering services to OHM Advisors (Orchard, Hiltz & McCliment) to prepare design plans and specifications associated with the rehabilitation of the bridges located at Meadowbrook Road over Courtier Ditch, Cranbrooke Drive over Courtier Ditch, and West Park Drive over CSX Railroad, for a fee of \$35,000.
- J. Approval to award geotechnical engineering services to Testing Engineers & Consultants, Inc. (TEC) for geotechnical investigation of pavements and subgrade soils associated with the 2018 and 2019 Neighborhood Road Program (NRP) in the amount of \$30,880.50.
- K. Approval of the final payment to Highway Maintenance & Construction Company for the 2017 Chip Seal Program in the amount of \$10,232.66, plus interest earned on retainage.
- L. Approval of a Street Light Purchase Agreement with The Detroit Edison Company (DTE Energy) for the installation and ongoing operation costs of four (4) street lights, one at the entrance of the Dixon Meadows Phase 1 development Dixon Road and three (3) within the subdivision; and approval of an agreement with Pulte Homes of Michigan, LLC, a Michigan corporation, for the sharing of installation and ongoing operation costs per the City's Street Lighting Policy.
- M. Approval of Claims and Accounts – Warrant No. 1006

**Roll call vote on CM 18-02-018**

**Yeas: Breen, Casey, Markham, Mutch, Wrobel,  
Gatt, Staudt**

**Nays: None**

**MATTERS FOR COUNCIL ACTION**

- 1. Consideration for tentative approval of the request of Pulte Homes of Michigan, LLC, JSP17-62, for a Planned Suburban Low-Rise (PSLR) Overlay Development Agreement Application and Concept Plan for the Villas at Stonebrook development. The subject property is approximately 26 acres of land located on the east side of Wixom Road, north of Eleven Mile Road, in Section 17 (previously known as the Profile Steel property). The applicant is proposing 43 duplex units (86 homes total) in "age-targeted" ranch-style homes.

Bill Anderson, representative from Atwell, the Engineering and Planning Consultants for this project which is being proposed by Pulte Homes. Joe Skore, Vice President, Pulte Homes Land, and their Environmental Consultants, PM Group were also in attendance. Mr. Anderson said the Village of Stonebrook is a 26 acre development in which they are proposing a nice enclave single story duplex development. It is located on Wixom Road; Providence Hospital is to the east. There are wetland complexes and raw land

just to the north of this. He mentioned Target is off to the north; to the west on Wixom Rd. there is residential. He said the elementary school and wetland complexes are to the south. We don't anticipate having any more neighbors once they get in there. The existing condition of the land is a contaminated industrial site. It has been there for some time. It has a parking area, some storage, trees and wetland around the perimeter. They are proposing a Brownfield cleanup; the existing zoning is general industrial, but the Master Plan is looking to get some medium density, low-rise housing development in that area. In the 2016 Master Plan compatibility, it is looking at about 7-units per acre allowable in that area, their proposed development is about 3.6-units per acre. He described they are proposing a ranch style single-family home which will serve that missing middle. This will allow existing Novi residents to "age-in-place" and attract the active adult demographic. Novi is looking for walkable residential developments which they propose to be providing. It will have pedestrian, be bicycle friendly, and off-site pedestrian connections which we will talk about. He noted it will have a cohesive architectural design. The plan features will be an enclave development tucked way back off of Wixom Road. He said there will be a long winding scenic driveway which is 1300 feet. There is an existing wetland and detention pond there; it will be a really nice feel coming in. He explained there will be four little recreational nodes throughout with benches and sitting areas. There will be lighting locations and bike racks throughout the development. There will be common areas with plantings throughout the development; it will be a nice neighborhood character to this. It will be maintenance free living for the active adults. It will be maintained throughout at all times. There is an extensive pedestrian system proposed in the development. They highlighted their walkway system throughout from Wixom Road all the way over to an inner connection to Providence Parkway and they are actually proposing some pedestrian connections into the hospital. He said it provides a watermain connection and an emergency access for fire chief, so they are please. The hospital has a very extensive pedestrian network, and the ITC corridor. They are excited; they have met on multiple occasions. He said the planning staff is comfortable that we are meeting all of the City's standards. He reiterated that it is a single level, ranch style, single to one and a half story, flexible floor plans, with a lot of masonry exterior, and it is a residential character with varied façades. Every unit will have a two car garage with two parking spots for each of the units. He said the units will have varied gable and hip roofs throughout. He explained that Pulte Homes purchased the Del Webb brand, which is a national brand of active adult communities in the United States. These proposed units are right out of that selection case. They are well tested, age targeted products. He presented slides of the proposed units. He stated they were available for any questions.

Member Wrobel asked what the price point would be on these homes. Mr. Skore said the base price point would be in the low to mid \$300,000's range. Member Wrobel said there have been a lot of people taking to him in his age group that are looking to stay in Novi, but they want to downsize from their large homes. He thought this was a very good product for the City, the location is very good, and he could fully support this.

**CM 18-02-019      Moved by Wrobel, seconded by Staudt; MOTION CARRIED: 4-3**

To approve the tentative approval of the request of Pulte Homes of Michigan, LLC, JSP17-62, for a Planned Suburban Low-Rise (PSLR) Overlay Development Agreement Application and Concept Plan for the Villas at Stonebrook development based on the following findings, City Council deviations, and conditions, with the direction that the applicant shall work with the City Attorney's Office to prepare the required Planned Suburban Low-Rise Overlay Agreement and return to the City Council for Final Approval:

- a. The PSLR Overlay Development Agreement and PSLR Overlay Concept Plan will result in a recognizable and substantial benefit to the ultimate users of the project and to the community. *The plan proposes a reasonable transition between adjacent land uses, and the proposed concept plan proposes a non-motorized connection to extensive pathway system within Providence Park Hospital campus to the east.*
- b. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed type and density of use(s) will not result in an unreasonable increase in the use of public services, facilities and utilities, and will not place an unreasonable burden upon the subject property, surrounding land, nearby property owners and occupants, or the natural environment. *The applicant has provided a Traffic Impact Assessment and a Community Impact Statement which indicate minimal impacts on the use of public services, facilities and utilities. The proposed concept plan impacts about 0.56 acres of an existing 1.96 acre wetlands, and proposes removal of approximately 54 percent of regulated trees. The plan indicates appropriate mitigation measures on-site and off-site.*
- c. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed development will not cause a negative impact upon surrounding properties. *The proposed buildings have been buffered by the proposed landscaping. The applicant provides a driveway access easement on the north side of the proposed entry drive for a future connection to neighboring properties in order to assist in limiting multiple exits onto Wixom Road.*
- d. The proposed development will be consistent with the goals and objectives of the City of Novi Master Plan, and will be consistent with the requirements of this Article (Article 3.1.27). *The proposed development fills the gap in providing for active older adult housing, which is identified as one of the recommended missing middle housing in the City's 2016 Master Plan for Land Use.*
- e. City Council deviations for the following, as the Concept Plan provides substitute safeguards for each of the regulations and

there are specific, identified features or planning mechanisms deemed beneficial to the City by the City Council which are designed into the project for the purpose of achieving the objectives for the District, as stated in this motion sheet and in the staff and consultant's review letters:

- i. Deviation to allow the submittal of a Traffic Impact Assessment in lieu of required Traffic Impact Study.
  - ii. Deviation from Sec. 3.21.2.A.i to allow buildings to front on an approved private driveway.
  - iii. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.0 to allow modifications to the required front and side setbacks.
  - iv. Deviation from Sec. 3.21.2.A.ii & Sec 3.1.27.D to allow reduction of minimum distance between buildings by 5 feet (30 feet required, 25 feet proposed).
  - v. Deviation from Sec. 3.21.2.8 to allow full time access drives to be connected to a section-line road as opposed to a non-section line road.
  - vi. Deviation from Sec. 5.5.3.F.ii.b.(2) to allow placement of street trees between the sidewalk and the buildings, (provided the trees are at least 5 feet away from the sidewalk).
  - vii. Deviation from Sec. 3.21.2.A.iii and Sec. 5.5.3 to allow absence of required landscaped berm along Wixom Road frontage.;
  - viii. Deviation from Sec. 4.04, Article IV, Appendix C-Subdivision ordinance of City Code of Ordinances for absence of a stub street required at 1,300 feet interval along the property boundary.
  - ix. Deviation from Chapter 7(c) (1) of Engineering Design manual for reducing the distance between the sidewalk and back of the curb.
  - x. Deviation from Section 11-216 (Figure IX.5) of City's Code of Ordinances for reduction of residential driveway taper depth ( 10 feet required, 7.5 feet proposed).
- f. The Site Plan shall meet the minimum required standards of the Façade Ordinance, with minor deviations to the percentage of asphalt shingles on the rear elevations to be approved by the City's Façade Consultant at the time of Site Plan Review.
  - g. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Preliminary 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.*

Member Mutch asked City Planner McBeth to come up for a few questions regarding the preliminary items related to the qualification of the Planned Suburban Low-Rise Overlay. He noted in the presentation they indicated this is being considered a Low-Rise Multi-Family Use. He wondered if our staff interpreted the duplex units as a Low-Rise. Ms. McBeth confirmed when they looked at it they did consider it as a Multiple-Family development. She recognized that sometimes duplexes are considered attached Single-Family. She noted that due to the nature of the proposed development in this area they thought it might be an appropriate use. Member Mutch said the applicant talked about them being "age-targeted" units, and wondered if they were age restricted or can anyone buy into them? Ms. McBeth replied yes, that was her understanding, they would be open and available to anyone who would want to purchase one. Ms. McBeth said they were being targeted to active adults. Member Mutch referenced information that was included in their packet from the staff review which had a long list of variances that were requested. He said the justification for those variances from the applicant's perspective was that these homes are designed for active seniors, and therefore, because of that design, it justified the variances. He wondered about the staff perspective, and how you understand the variance requests. Why couldn't they build to the ordinance standards and what justifies these variances based on that rationale. Ms. McBeth explained some of the deviations that were discussed, such as, the distance of the homes from the normal 30 feet to 25 feet are normally what they see with a duplex. Novi's building tends to be more appropriate with the smaller setbacks in that case. If they chose to go with apartment buildings which would be permitted in the Suburban Low-Rise as well, then the buildings would be taller and accommodate more units per building, but the separation of units would be greater. In the case of what they are presenting to staff would seem like the setbacks they were proposing were almost sufficient to meet the requirements that the ordinance requires, with a five foot deficiency. She stated that deficiency applies to almost every group of two buildings on the site; we did talk to the applicant about reducing the number units. She said at that point they didn't seem interested in doing that. She explained there were other things in the Planned Suburban Low-Rise Ordinance that expects that there would be the buildings adjacent to the road, in this case there is a long L-shaped piece that reaches to Wixom Road that didn't allow the buildings to be close to the road in that sense. The new road system is being proposed, which is a private road system, seems to make sense for this type of development. Member Mutch said one of the issues the applicant talked about was connectivity in terms of walkability, and staff highlighted that in the staff review. He said people looking to move into active senior units want that walkability and connectivity. He said looking at the site plan from west to east, if you live in the development and you want to walk from your home to some of the neighboring locations, are there any connections from the development to Target or retail area to the north. Ms. McBeth said there are currently some gaps in the sidewalks between this property and the Target. That has been identified by the Walkable Committee and is on the list of potential projects to complete in the future. Member Mutch asked if they could get to the school property to the south on the east side. Ms. McBeth said there are some gaps in that location as well. Member Mutch asked if there was any connection to the City Wildlife Woods Park to the south. Ms. McBeth had a slide that she referred to saying

there may be an opportunity, there is an existing oil well site to the south, potentially there might be opportunity in that location and the other would be to the east towards Providence Park Ring Road, there is a pedestrian connection proposed there. It would be a roundabout way to get there through the trails. He pointed out that even though this abuts a city park, they can go through an oil well, or go to Providence Park, but we don't provide them a pathway to the park. Ms. McBeth said that was a valid point and if Council decides to approve this plan then this would be something we could work with the applicant on along with the Parks Department to determine if there would be another spot. Member Mutch was surprised that they were talking about a connection to a city park and the staff and Planning Commission didn't highlight that. He said there was a previous PRO development for this piece of property back in 2006 or 2007 that included all of this property, plus adjacent property to the west which showed a park connection and park improvements with that PRO. He thought at a minimum we would have a connection to the city park, it seemed silly not to have that in place. He also mentioned that this crosses the ITC Corridor. He wondered if there was any connection from that side to our ITC Corridor path. Ms. McBeth said she believed that is further south and we could let the applicant talk about the connections that they are proposing to make to the pathways within Providence Park. The applicant referred to the slides and pointed out the key pathway from the north to the south would be the ITC Corridor pathway and Providence Hospital loop, we are connecting over to the ITC Corridor north, south pathway and it also ties into the Providence Park which has a significant loop, and we will be making some upgrades to those in that area. It will connect to the Master Plan north, south pathway. He said the ITC pathway in that area is stone. Member Mutch wondered about the emergency access. The applicant said it would be a 20 foot paved path with a decorative gate as well. It will be intended to encourage pedestrian traffic through there. Member Mutch confirmed with Ms. McBeth that the oil well was an active operational oil well. He wondered if that raised any concerns putting folks that close to oil well. Ms. McBeth responded to his concerns and noted that the planning staff concerns were primarily the visual concerns of the residents that would live there regarding the view of it from a few of the homes. She said they would encourage as much landscaping as possible in that area. As far as the review, the Fire Marshall reviews the plans as well, and this was not raised as any concerns from the Fire Department. Member Mutch wondered if there was any State Standards that that state we shouldn't put a residence within so many feet of an oil well? She said they have not heard of any concerns with that issue. Member Mutch thought that was strange. He questioned why they were proposing to remove 54% of the trees, he understood the applicant said they were low quality trees, why is that such a high number. Ms. McBeth highlighted the Exhibit that shows the proximity of the woodlands and the perimeter of the site. There are some areas that are part of the site that are not part of the initial development or grew up as woodlands overtime. The trees are fairly immature and not the best species of trees that we would expect in a quality woodland. The areas that are identified on the Exhibit show the removal areas that would be part of the request if it moves ahead for preliminary site plan review. Ms. McBeth understood that these would need to come out due to grading of the site and the location of the storm water basin into the homes that are being proposed around the perimeter. He said it wasn't clear to him why so many trees have to be removed.

He wondered how the road improvements would be handled at the entrance of the development. There is currently a center turn lane that ends just north of the property. He wondered if the center turn lane will be extended south or if folks want to turn left into this development if it will cause a backup of traffic behind them. The applicant replied that they submitted a traffic assessment, the counts are pretty low with the smaller development and the age targeted you will see about 40% reduced peak hour flow through this development. He was not sure if they are extending the center left turn lane. They do have recommended approval from the City's Traffic Consultant and they are prepared to accommodate whatever improvements that they suggested. Member Mutch said he didn't want to see people hanging out on Wixom Road. He also stated his parents are retired, but they seem to be driving as much as they did 20 years ago. He said he was not ready to vote to approve this to move this forward; there are open issues, such as the number of variance requests, and connectivity issues that need to be addressed. He would like to see some conversation regarding extending the ITC Trail to this development. That would be a legitimate connection that would have a greater public value than what is being proposed. The Suburban Low-Rise Standard states two things: when granting variances those have to benefit the future users of the property and to the benefit of the community at large. He mentioned the brownfield remediation that will get paid for by the future taxpayers of this property as it is being reimbursed back to the developer he is not seeing a big community development. He didn't have a problem with the concept, he voted for the previous PRO that came before Council that was very similar in terms of the type of uses. It had more amenities with more improvements to the park. He pointed out that we are not dealing with a PRO here. He would be willing to table it depending how the vote goes to give time for the applicant to work with staff to address some of his concerns. He stated until those concerns are addressed he could not support moving this forward.

Member Casey asked Ms. McBeth if she could share with Council what the active open space would be. Ms. McBeth said the initial plan that we reviewed the applicants engineer was too eager to demonstrate open space in areas that were shown that staff didn't consider being open space. After the Planning Commission meeting we met again with the applicant and talked about revising the plan to show areas that were truly to be used as open space. She stated this Exhibit proposed the active open spaces will go down the center of the development, and also the back of the homes were identified as open space. She indicated the staff believed they met that requirement with the adjusted plan. Member Casey thanked her for the clarification. She wanted to go on the record that she liked this concept and that they were bringing forward. She appreciated the vision to look at Low-Rise dwellings with a targeted potential consumer. She pointed out that some of the comments raised by the previous speaker, especially as it related to connecting to a city park, are very well taken. She was more concerned with what was next on the Agenda which was the Brownfield. She appreciated that they were willing to listen to the feedback and they are open to it. She was hopeful that they will be taking back what they heard that evening related to making some potential changes to the development.



Member Breen expressed there was a lot that she liked about this plan. She supported the idea that they are going to clean up an area, and target active adults which the aging residents would like. She asked Ms. McBeth about the Planning Review correspondence from January 30<sup>th</sup>, which stated item 8 and 9 dealt with the canopy trees and the greenbelt trees. She said the applicant's response letter said there was no deviation required which contradicted the Planning Review documents which stated there was a deviation required. Ms. McBeth explained that after the Planning Commission meeting they met again with the applicant to see if any of those deviations could be reduced or eliminated because the Planning Commission had the same concern about the number of deviations. A number of those were removed with modifications to the plan or additional information provided by the applicant. There were three landscape deviations that she believed Member Breen was referring to which have been addressed to the satisfaction of our Landscape Architect who was at the meeting. There was one that was identified as a berm requirement along Wixom Road which is a recommended deviation because the berm just doesn't fit at that location. A second deviation had to do with mixture of the types of trees, the full size trees vs the sub-canopy trees which had a satisfactory resolution to that which we would like to include as well as a deviation that would be at least 25% of the mixture would be included as the sub-canopy trees. Member Casey said that did answer her questions. She shared some of the same concerns that Member Mutch had. She noted that there are a lot of things planned, but we don't have all of it yet. She didn't see connections to walkable areas; she would be more inclined to support it if she could see that information. She was curious to see what other colleagues thought.

**Roll call vote on CM 18-02-019**

**Yeas: Casey, Wrobel, Gatt, Staudt**  
**Nays: Markham, Mutch, Breen**

2. Approval and adoption of

**(A)** Resolution of Understanding authorizing the Oakland County Brownfield Redevelopment Authority (OCBRA) to undertake review of a Brownfield Plan proposal for the Villas at Stonebrook Development, 26700 Wixom Road, and to collect various fees in connection with the proposal;

**(B)** Resolution Concurring in the Provisions of a Brownfield Plan adopted by the OCBRA utilizing tax increment financing for a period of five years ending no later than 2025.

Member Casey had a few questions, but wasn't sure who the best person to respond to her questions. She wanted an explanation of what was really in front of them in terms of; length of time, amount of money, and where the revenue comes from. City Manager Auger responded to her questions saying it was about a \$1 million dollar clean up to this site to get this investment. The period of time would be five years for the payment so that would give them two years to do it, and three years to collect the funds. He said the three years is the time to collect the funds which is where the confusion is with the five year total. The approximate investment is \$27 million for this project. Member Casey said the proposal in front of them talked about \$425,000 and the applicant said the base price would be in the low to mid \$300,000's, she wanted

clarification on that. The applicant said the base price was in the low to mid \$300,000's, with options approximately \$425,000. Member Casey asked City Manager Auger specifically about the financing which is a tax increment financing. She wanted an explanation on how that works and where do the funds come from to get reimbursed. City Manager Auger said the key word is, reimbursed. The developer will have to clean up the site, put in the infrastructure and then through the tax collection, they get the funds back through that. It is a reimbursement project, which we pay for, that they fund. Member Casey understood it as the revenues that we repay are from the difference in what the tax rate is right now, and then giving them two years to get the work done. She understood for the three year time period we would be collecting taxes at the current 2017 tax rate until the developer is reimbursed for the \$1 million dollars, give or take. City Manager Auger said we will collect the value of the taxes coming through, not stuck at a certain rate, but the new value. We will collect those taxes until they submit for reimbursement, and then Oakland County Brownfield will verify in this case. The \$1 million dollars are used until the project is paid for. Member Casey confirmed with City Manager Auger that we will be collecting the taxes at whatever level they would be taxed at as the project is being developed. She also confirmed with City Manager Auger that we will be banking that money, and of that money the developer will be able to be reimbursed for up to \$1 million dollars. Member Casey asked what the impact to the City would be. What is the net revenue or lack thereof? City Manager Auger explained that it will not be a negative impact to the City resources because the taxes are being paid and it is a reimbursement. The work will have to be done, and then the value of those homes in the total project will bring the \$27 million dollar investment, will already be paying for what they have put in. Member Casey confirmed with City Manager Auger that we will be giving the \$1 million dollars out of the taxes of the \$27 million dollar investment. She thanked him for clarifying her questions.

Member Mutch stated he was not a huge fan of the Brownfield Authorities, but he said it was the vehicle that the State has put together for these sites. Their approach is that the city forgoes any tax revenue for however long it takes to pay back the developer to clean up the site. He said if the project was approved with some of the elements that he thought should have been there, then he would be willing to support moving this forward. He felt the project being proposed did not meet the standards that he thought it should. He said he didn't feel he should vote for the Brownfield to finance the project until those changes are made.

**CM 18-02-020            Moved by Wrobel, seconded by Casey; MOTION CARRIED: 5-2**

**To approve and adopt (subject to PSLR Concept Plan and Agreement approval and site plan approval) of:  
(A) Resolution of Understanding authorizing the Oakland County Brownfield Redevelopment Authority (OCBRA) to undertake review of a Brownfield Plan proposal for the Villas at Stonebrook**



**To approve to award the civil engineering services to AECOM (URS Corporation - Great Lakes) for design engineering services associated with the 2018 Concrete Panel Replacement Program (CPR) in the amount of \$65,186.00.**

**Roll call vote on CM 18-02-029**

**Yeas: Wrobel, Gatt, Staudt, Breen,  
Casey, Markham**

**Nays: None**

**ADJOURNMENT** – There being no further business to come before Council, the meeting was adjourned at 10:00 P. M.

\_\_\_\_\_  
Dawn Spaulding, Acting City Clerk

\_\_\_\_\_  
Robert J. Gatt, Mayor

\_\_\_\_\_  
Transcribed by Deborah S. Aubry

Date approved: March 12, 2018

**AUGUST 27, 2018 CITY COUNCIL MEETING  
MINUTES EXCERPT**

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI  
MONDAY, AUGUST 27, 2018 AT 7:00 P.M.  
COUNCIL CHAMBERS – NOVI CIVIC CENTER – 45175 TEN MILE ROAD**

**Mayor Gatt called the meeting to order at 7:00 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mayor Gatt, Mayor Pro Tem Staudt, Council Members Breen, Casey, Markham, Wrobel (absent, excused)

**ALSO PRESENT:** Pete Auger, City Manager  
Victor Cardenas, Assistant City Manager  
Thomas Schultz, City Attorney

**APPROVAL OF AGENDA:**

**CM 18-08-126 Moved by Casey, seconded by Breen; MOTION CARRIED: 6-0**

**Roll call vote on CM 18-08-126 Yeas: Staudt, Breen, Casey, Markham, Mutch, Gatt  
Nays: None  
Absent: Wrobel**

**INTERVIEWS FOR PLANNING COMMISSION:**

1. Paul Buyers

Mr. Buyers thought he was good fit for the job. He mentioned he was a practicing attorney, with a transactional slant for the last 25 years. He said he does a great deal of commercial and residential real estate transactions, some large, some small. He has experience with planning; he came from the City of Farmington and served on Boards there for 14 years on the ZBA or Planning Commission. He said the trajectory there was fabulous and had large scale deals occurring. The experience is there, inclination is there, and he enjoys giving back to the community. Member Markham thanked him for volunteering. Seeing that he had lived in another community and not in Novi long term, she wondered what Novi does not have that we could add to our community to make it even better than it is today. Mr. Buyers said a year ago he wanted the removal of the blighted Adell property and that's about to happen which he thought was exciting. He wanted economic growth and additional taxpayers. He said they need residential and commercial growth while making sure you don't get too big too fast. Member Mutch thanked him for his willingness to serve as a fairly new resident. He wondered what he thought the biggest challenge was for the City moving forward over the next three to five years. Mr. Buyers said reasonable growth. There is a lot of demand due to schools, parks, and everything. He said there is still a lot of acreage that can be developed. He said make sure you add tax base and revenue, but pay attention to traffic issues, the needs of existing residents. He didn't think blindly approving a site plan and dollars for the City, but doing it with a steady hand. Member Staudt said he wanted him to expand on his previous comments about economic growth and how you

**Roll call vote on CM 18-08-127**

**Yeas: Breen, Casey, Markham, Mutch, Gatt,  
Staudt  
Nays: None  
Absent: Wrobel**

**MATTERS FOR COUNCIL ACTION**

1. Consideration for approval of the request of Pulte Homes of Michigan, LLC, JSP17-62, for a Planned Suburban Low-Rise (PSLR) Overlay Development Agreement Application and Revised Concept Plan for the Villas at Stonebrook development. The subject property is approximately 26 acres of land located on the east side of Wixom Road, north of Eleven Mile Road, in Section 17. The applicant is proposing 43 duplex units (86 homes total) in "age-targeted" ranch-style homes.

Bill Anderson, Atwell, said they are the planners and engineers for the Villas at Stonebrook. He said along with him was Joe Skore, the Vice President of Pulte Homes. He stated that in February they got tentative approval. He said they have worked through PLSR Agreement which is before Council for approval. He said they have finalized off site easements with the Providence Hospital and ITC. He said they have met with staff on additional things from feedback from Council. He said they updated the rendering; they are proposing an extension of the drive and parking area to the city park immediately south of them. They are proposing signage on Wixom Road for the Wildlife Woods Park. There will be a drive access, 12 parking spaces, ADA sidewalk access to the existing pavilion. He stated that it was the staff's idea to have a drive access directly closer to that site. It's been added to project to further their excitement and pedestrian interfaces added to the plan.

**CM 18-08-128      Moved by Staudt, seconded by Casey; MOTION CARRIED: 4-2**

**To give final approval of the request of Pulte Homes of Michigan, LLC, JSP17-62, for a Planned Suburban Low-Rise (PSLR) Overlay Development Agreement Application and Revised Concept Plan for the Villas at Stonebrook development based on the following findings and conditions, with final form and language to be modified as determined by the City Attorney's Office and City Manager:**

- a. **The PSLR Overlay Development Agreement and PSLR Overlay Concept Plan will result in a recognizable and substantial benefit to the ultimate users of the project and to the community. *The plan proposes a reasonable transition between adjacent land uses, and the proposed concept plan proposes a non-motorized connection to extensive pathway system within Providence Park Hospital campus to the east.***

b. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed type and density of use(s) will not result in an unreasonable increase in the use of public services, facilities and utilities, and will not place an unreasonable burden upon the subject property, surrounding land, nearby property owners and occupants, or the natural environment. The applicant has provided a Traffic Impact Assessment and a Community Impact Statement which indicate minimal impacts on the use of public services, facilities and utilities. The proposed concept plan impacts about 0.56 acres of existing 1.96 acre wetlands, and proposes removal of approximately 54 percent of regulated tree removals. The plan indicates appropriate mitigation measures on-site and off-site.

c. In relation to the underlying zoning or the potential uses contemplated in the City of Novi Master Plan, the proposed development will not cause a negative impact upon surrounding properties. The proposed buildings have been buffered by the proposed landscaping. The applicant provides a driveway access easement on the north side of the proposed entry drive for a future connection to neighboring properties in order to assist in limiting multiple exits onto Wixom Road. The applicant has found an alternative location to the well site to the south, benefiting the future residents of the development, and the public with an improved access point to the City park including a new parking lot.

d. The proposed development will be consistent with the goals and objectives of the City of Novi Master Plan, and will be consistent with the requirements of this Article (Article 3.1.27). The proposed development fills the gap in providing for active older adult housing, which is identified as one of the recommended missing middle housing in the City's 2016 Master Plan for Land Use.

e. The Site Plan shall meet the minimum required standards of the Façade Ordinance, with minor deviations to the percentage of asphalt shingles on the rear elevations to be approved by the City's Façade Consultant at the time of Site Plan Review.



**f. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Preliminary 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.***

Member Mutch stated when this first came before Council he had concerns about certain elements, specifically the applicant asking for a number of variances in terms of building setback, front and side yard setbacks, distances between buildings, distances from building to road, setbacks of sidewalks, essentially all these variances are required from them to build this number of homes on this site within the density that is permitted. He asked City Planner McBeth if there have been any adjustments in terms of those variances, either reducing the number of variances requested degree of variances requested. Ms. McBeth replied that most changes are related to the driveway access to the park to the south, parking spaces proposed, and reorientation of the drive to the well site. The pathways to Providence Park have stayed the same. With this review there was discussion about wetland mitigation could take place on site or within the vicinity. After talking to the applicant they came up with a Plan B, if it has to be on site, then overall number of units would be reduced by two. Member Mutch stated when this came forward; the justification for the deviations was that this is "age targeted". He wanted Ms. McBeth to explain to him her perspective on how this is different from a "non-age targeted" development that would justify the having all these variances. Ms. McBeth said there are a number of variances and she believed the main thing is the style of units are single story and don't have stairways. The fact that it is under the density that is allowed by the SLR is that they are spread out and they didn't go to additional height that would have be allowed. Member Mutch wondered if anyone from the City has looked at the proximity to existing oil well. He didn't feel like it had been addressed. The way the site is laid out we cannot go out and walk it, he did get online and look on a 3D Ariel views and it struck him there is a set of tanks that are directly adjacent to a couple of these units. Looking at the setbacks there is only a 30 foot setback from the property line to these units. He didn't see screening. They are fairly tall tanks, he wasn't sure if they could be screened. He was concerned about not only the visual aspect, but the safety aspect of residential homes directly adjacent to these storage tanks. He doesn't know what's in there, but he thought the state wouldn't allow a new well to go into this type of location. If the state wouldn't allow a well in that location, he questioned the logic and safety in allowing homes that close to that type of facility. From what he knows, there is potential for other concerns about some of the gases that come from those sites. He asked if the City looked into that with the State. Ms. McBeth said following the February Council meeting, the Fire Department contacted the appropriate officials; they also took a look at the ordinance as well, although he made a good point, the homes are coming in adjacent to an existing facility as opposed to existing homes being there and a new well or facility going in. Member Mutch wondered if it was a new well coming in and we had existing homes in

this location would the City allow that. Ms. McBeth thought the distance would be quite a bit greater than the 30 feet; she thought about 750 feet from an existing home. Member Mutch said we wouldn't allow a new well to come in, but we are saying it is fine to have an existing well and these homes adjacent to it. City Manager Auger said in dealing with the new well going in the proximity of homes is the noise that it takes to drill these wells deep; it is a constant 24 hour system so the State has put those distances in place. Since the tanks exist, they are not concerned about noise. Member Mutch understood that reason, but he believed there is also a safety concern as well. He was leery of creating that situation and was surprised the developer wants to. He wondered who will buy those homes or a least the homes that abut directly next to an existing oil well facility. He also had questions for PRCS Director Muck. He stated the applicant is proposing an access drive off of their access drive that would extend into Wildlife Woods Park. He assumed that Mr. Muck had conversations with them about what is being proposed. Mr. Muck replied, yes he had. Member Mutch wondered how he saw this functioning with the overall plan of the park. Mr. Muck noted that the City has been looking at that since 2014 and did a Capital Needs Assessment that referenced a potential access road off of Wixom Road. That shelter is used, but it is not one of our heaviest used shelters. That is quite a distance to walk from the school parking lot or the shared parking lot with the school. If we look at some of the school operations this would allow us to not mingle our parking as greatly as it is now. Member Mutch wondered in terms of number of parking spaces that are shown on the plan if it was appropriate for that shelter use. Mr. Muck replied, yes he felt it was appropriate for that shelter use. Member Mutch said the one thing that stood out to him was the talk about connectivity of this site to various pedestrian connectivity opportunities. He believed at some point there will be, but it doesn't exist today. He had concerns about proposal the last time. He felt the applicant was asking for a lot of variances that he didn't feel were needed. He believed that the applicant wanted to maximize their density, but it didn't make sense to him why the City would grant that. The other concern and the largest concern is proximity to oil well. He thought that placing residential that close to that type of facility wouldn't be allowed if it were new, he doesn't know why they would allow it with an existing facility. He has a real challenge voting for this plan with that in place.

**Roll call vote on CM 18-08-128**

**Yeas: Casey, Markham, Gatt, Staudt**

**Nays: Mutch, Breen**

**Absent: Wrobel**

2. Consideration of requests from NB Pizza, LLC (d/b/a Benito's Café):
  - A) Consideration of a request for Special Land Use approval for service of alcoholic beverages.
  - B) Consideration of request to transfer ownership of an escrowed 2017 Resort Class C License With Specific Purpose Permit (Food), Issued Under MCL 436.1531 (2), Original 550 Resort Not At Its Original Location, Must Meet Seating And Food Requirements, From Pizza Hut Of America, LLC (A Delaware Limited

**Nays: None**  
**Absent: Wrobel**

K. Approval of a cost participation agreement with the Road Commission for Oakland County for preliminary engineering services associated with the 12 Mile Road and Novi Road Intersection reconstruction project in the amount of \$36,000, and amend the budget.

**CM 18-08-134      Moved by Breen, seconded by Casey; MOTION CARRIED: 6-0**

**Voice Vote CM 18-08-134      Yeas: Casey, Markham, Mutch, Gatt, Staudt, Breen**  
**Nays: None**  
**Absent: Wrobel**

**ADJOURNMENT** – There being no further business to come before Council, the meeting was adjourned at 9:08 P.M.

---

Cortney Hanson, City Clerk

---

Robert J. Gatt, Mayor

---

Transcribed by Deborah S. Aubry

Date approved: September 17, 2018

APPLICANTS RESPONSE LETTER



September 24, 2018

Ms. Sri Komaragiri  
City of Novi  
45175 10 Mile Road  
Novi, MI 48375

RE: *JSP 17-62 THE VILLAS AT STONEBROOK*  
*ALL REVIEWS*  
*Comment Responses Letter*

Dear Ms. Komaragiri:

Thank you for providing the recent Preliminary Site Plan comments dated September 6, 2018. We understand that all disciplines recommend approval of the Preliminary Site Plan and the project has been placed on the public hearing agenda for October 03, 2018. Per your request and on behalf of our Client, we offer the following responses to the City staff review comments issued via email on September 12, 2018. If a comment is not spoken to in this letter, there no further response needed and/or there are no objections and this will be addressed with future submittals.

#### **PLANNING REVIEW**

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

- Provide sidewalk along the entire Wixom Road frontage south of development entrance.  
**Response:** *A 6' wide sidewalk will be provided across the entire Wixom Road frontage.*
- Refer to Façade review for additional comments.  
**Response:** *Noted. Refer to Façade Review section of this letter.*
- Refer to Landscape review letter.  
**Response:** *Noted. Refer to Landscaping Review section of this letter.*
- Refer to Traffic comments for revision required.  
**Response:** *Noted. Refer to the Traffic Review section of this letter.*
- This review does not include signage. The applicant should apply for a sign permit prior to installation.  
**Response:** *Noted. A sign permit will be submitted prior to installation.*

#### **ENGINEERING REVIEW**

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

1. The City standard detail sheets are not required for the Final Site Plan submittal.  
**Response:** *Noted. The standard details will be submitted with the last Stamping Set submittal.*

2. A right-of-way permit will be required from the City of Novi for work in the Wixom ROW.  
**Response:** *Noted. A permit application will be submitted with the Final Site Plan (FSP).*
3. The sixty (60) foot half right-of-way width for Wixom Road is shown as proposed and will be dedicated with this development.  
**Response:** *Noted. The dedication documents will be coordinated at final approvals.*
5. Provide a backflow prevention device on all irrigation systems. The backflow prevention device shall be an RPZ, or another approved device based on site conditions such as irrigation head heights (pop-ups), grade changes, berms etc. Please contact Kevin Roby in the Water and Sewer Division at 248-735- 5640 with any questions.  
**Response:** *A backflow prevention device will be proposed with all irrigation systems prior to final approvals of the irrigation plan.*
8. Provide three (3) signed and sealed sets of revised utility plans along with the MDEQ permit application (06/12 rev.) for water main construction. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.  
**Response:** *Abridged water main plan sets and electronic copies of the PA399 permit application will be provided with the Final Site Plan submittal.*
10. Provide seven (7) signed sealed sets of revised utility plans along with the MDEQ permit application (01/18 rev.) for sanitary sewer construction. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets. Also, the MDEQ can be contacted for an expedited review by their office.  
**Response:** *Abridged sanitary sewer plan sets will be provided with the Part 41 permit application. The project will be expedited through MDEQ once approved by the City.*
13. Sump discharge lines should tie in to rear yard storm sewer with a minimum four (4) inch line at 1.0% minimum slope. Indicate invert elevations on storm sewer plan.  
**Response:** *Sump inverts will be added to the plan or profile view in the FSP as applicable.*
14. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin.  
**Response:** *The required safety will be shown on the detention basin cross-section in the FSP.*
21. A SESC permit is required. The review checklist detailing all SESC requirements is attached to this letter. An informal review will be complete with the Final Site Plan if SESC plans are included in the submittal. The SESC permit application can be found on the City's website at <https://cityofnovi.org/Reference/Forms/Bldg-SoilErosionPermitNewDevelopment.aspx>.  
**Response:** *A SESC plan and application will be submitted with the FSP.*
22. Off-site utility easements must be executed prior to final approval of the plans. Drafts should be submitted as soon as possible with the attached Legal Review Transmittal form.  
**Response:** *All required off-site easement drafts will be provided after the first FSP review. The easements will be executed prior to final approval of the plans.*

## LANDSCAPING

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

- See ECT's review for a more detailed discussion of woodland replacement trees.  
**Response: Noted.**
- Please reduce the composition of the replacement trees to no more than 10% of the trees planted.  
**Response: *The percentage of evergreen trees will be reduced to be no more than 10% of the replacement trees planted on the FSP submittal.***
- Please relocate street trees as necessary to accomplish these guidelines.  
**Response: *Trees will be relocated where possible on the FSP.***
- Please make sure the required number of street trees are provided and clearly shown as street trees.  
**Response: *Street trees will meet requirements and be clearly labeled in the FSP.***
- Please follow the requirements of the Landscape Design Manual (LDM 4) for tree diversity.  
**Response: *Additional diversity per LDM 4 will be added to the FSP***
- Please use other species to drop the genus percentage to 15% and the species percentage to approximately 10%.  
**Response: *These requirements will be followed and provided on the FSP.***
- Please revise the details provided per the instructions on the landscape chart.  
**Response: *The details will be revised accordingly on the FSP.***
- Please keep the tree tag number on the landscape plan for use during inspections.  
**Response: *The tree tag number will be shown on the landscape plan on the FSP.***

## LANDSCAPE REVIEW SUMMARY CHART

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

- Each tree is shown as getting 1 credit. Evergreen trees only count as 2/3 credit for replacement trees. Please correct this.  
**Response: *This will be corrected on the FSP.***
- Please show utility leads to buildings to help avoid conflicts.  
**Response: *Utility leads will be shown on the landscape plans in the FSP.***
- Please move utility lines outside of landscape strip between the sidewalk and the curb as much as possible so the required street trees can be placed there.  
**Response: *Trees and/or the utility layout will be adjusted in the FSP wherever possible.***
- Please locate all trees outside of the right-of way.  
**Response: *Trees will be located outside the right-of-way in the FSP.***

- Please work to realign the utilities where possible to allow the street trees to be located between the sidewalk and the street.  
**Response:** *Trees and/or the utility layout will be adjusted in the FSP wherever possible.*
- If a tree near the homes can't be planted between the sidewalk and curb, it should be planted 5 feet behind the sidewalk.  
**Response:** *Noted. Trees will be planted per this direction in the FSP.*
- Please move all of the street trees along the entry drive to within 15 feet of the road.  
**Response:** *These trees will be relocated to be within 15' of the road in the FSP.*
- When transformer locations are finalized, screening shrubs per standard detail are required. Please add note to this effect to plans.  
**Response:** *Noted. The standard detail and requested note will be added to the FSP.*
- Please add irrigation plan or information as to how plants will be watered sufficiently for establishment and long-term survival.  
**Response:** *Information will be provided in the FSP. An irrigation plan will be provided by others prior to stamping set approvals, as applicable.*
- If xeriscaping is used, please provide information about plantings included.  
**Response:** *Xeriscaping is not being used for this specific site.*
- Please add diversity by reducing the number of honeylocusts proposed and use oaks, maples or other species to bring the honeylocust percentage down.  
**Response:** *Oaks, maples, or other species will be used in lieu of honeylocusts in the FSP, where possible.*
- Please change the makeup to include no more than 10% evergreens.  
**Response:** *Replacement trees will not include more than 10% evergreens in the FSP.*
- While Black Spruce is on the Woodland Replacement chart, it is hard to come by in commercial trade. Using White Pine in place of that is recommended.  
**Response:** *Noted. We will provide per recommendation on the FSP.*
- Provide tree fence protection for all trees to remain on site on demolition plan and grading plan.  
**Response:** *Tree fence will be shown on the FSP.*
- Please leave labels of all existing trees to remain on Landscape Plans for use in site inspections.  
**Response:** *Tree tag numbers for trees to remain will be shown on the Landscape plans in the FSP.*

## **WETLAND COMMENTS**

No further response needed and/or no objection to addressing with future submittals, except as follows:

1. It appears as though a MDEQ Wetland Permit and a City of Novi Wetland Non-Minor Use Permit would be required for the proposed impacts to site wetlands. A City of Novi Authorization to



encroach the 25-Foot Natural Features Setback would be required for any proposed impacts to on-site 25-foot wetland buffers.

**Response:** *An MDEQ wetland permit is being applied for and a copy of the permit will be provided upon receipt. Any required wetland impacts or wetland buffer impacts will be depicted on the FSP and a City wetland permit will be applied for with the FSP submittal.*

2. The Applicant should demonstrate that alternative site layouts that would reduce the overall impacts to wetlands and wetland setbacks have been reviewed and considered.

**Response:** *Two additional units will be removed in order to reduce wetland impacts with the FSP submittal. Alternate analysis will be submitted with the MDEQ permit application and will be provided to the City upon approval by the MDEQ.*

3. ECT encourages the Applicant to minimize impacts to on-site wetlands and wetland setbacks to the greatest extent practicable. The Applicant should consider modification of the proposed site design to preserve wetland and wetland buffer areas. The City regulates wetland buffers/setbacks. Article 24, Schedule of Regulations, of the Zoning Ordinance states that: *“There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses”.*

**Response:** *Two additional units will be removed in order to reduce wetland impacts with the FSP submittal. Alternate analysis will be submitted with the MDEQ permit application and will be provided to the City upon approval by the MDEQ.*

4. Previous site development plans (Revised PSLR Concept Plan, PSP18-0004) proposed a total permanent wetland impact of 0.54 acres. The previous plan notes that there are 1.97 acres of existing on-site wetlands (i.e., impact to 27% of the existing wetlands). At the required mitigation ratio of 1.5 acres of mitigation per 1.0 acre of wetland impact, the previous plan required 0.81-acre of wetland mitigation; and this was being proposed at a yet-to-be-determined off-site mitigation area. The revised PSLR Plan did not provide information as to the proposed location for the required off-site mitigation. It should be noted that the proposed wetland impact area on the Alternative Mitigation Plan has increased to 0.63-acre, requiring 0.95-acre of proposed wetland mitigation (at 1.5-to-1.0 mitigation ratio). This Alternative Plan is proposing to create 1.0 acre of on-site wetland mitigation in a total of eight (8), individual wetland mitigation area cells. While it is preferred that development plans requiring wetland mitigation provide on-site wetland mitigation, it is also recommended that the proposed mitigation areas be as large as possible as small, fragmented wetland mitigation areas are not as desirable, and sometimes not as successful establishing, as a larger mitigation area.

**Response:** *The plan will be to mitigate on-site in accordance with the Alternate Mitigation Plan and this will be depicted on the FSP. The mitigation cells have been designed to be as large as possible. Please also note that the mitigation areas integrate with the overall existing wetland complexes within and around the site, creating overall large interconnected wetland systems. Although there are multiple mitigation areas being proposed, they are neither fragmented nor isolated mitigation areas when the interconnection is factored in.*

5. The wetland flag numbers shall be provided on an appropriate sheet on the Plan (wetland plan or existing conditions plan, etc.).

**Response:** *Wetland flag numbers will be provided in the FSP.*

6. Please provide any correspondence with the MDEQ such as a wetland permit application, wetland permit, wetland assessment, or Letter of No Jurisdiction. It appears as if the on-site wetlands are MDEQ-regulated. Subject to MDEQ concurrence, a MDEQ Wetland Use Permit will need to be on file prior to the issuance of a City Wetland Use Permit. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

**Response:** *Any relative correspondence with the MDEQ will be provided to the city.*

7. The Applicant shall provide wetland conservation easements as directed by the City of Novi Community Development Department for any proposed wetland mitigation areas. A Conservation Easement shall be executed covering all remaining wetland areas on site. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Wetland and Watercourse permit.

**Response:** *A draft copy of the conservation easements will be provided following the FSP submittal. The conservation easements will be indicated on the FSP.*

8. Impacts to wetland and 25-foot wetland setback are required for the construction of the proposed access drive from Stonebrook drive to the off-site property (i.e., Wildlife Woods Park). The applicant shall indicate, label and quantify wetland as well as wetland buffer impacts specific to this access drive separately on the Final Site Plan. While it appears that most, if not all, direct impacts to wetland (i.e., Wetland #2) associated with the construction of this drive are located on the subject property, some of the impact to 25-foot wetland setback will be located on the off-site property. The Plan should indicate and quantify wetland and wetland buffer impacts associated with the construction of this access drive both on the development site and on the off-site property separately as well.

**Response:** *All wetland and wetland buffer impacts will be shown in the FSP.*

## **WOODLAND COMMENTS**

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

1. The Plan does not currently appear to indicate the proposed sizes and species and locations of the proposed on-site Woodland Replacement Trees. The Plan should clearly indicate the locations, sizes, species and quantities of all woodland replacement trees to be planted. It is recommended that the applicant provide a table that specifically describes the species and quantities of proposed Woodland Replacement trees. It should also be noted that all deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and count at a 1-to-1 replacement ratio. All coniferous replacement trees shall be 6-feet in height (minimum) and provide 1.5 trees-to-1 replacement credit replacement ratio (i.e., each coniferous tree planted provides for 0.67 credits). The “upsizing” of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi. Finally, all proposed Woodland Replacement tree material shall meet the species requirements in the Woodland Tree Replacement Chart (attached). A Master Plant List is included on the Landscape Details Plan (Sheet 13). The applicant shall indicate which trees in this list are proposed as Woodland Replacement Trees.

**Response:** *Woodland replacement tree sizes and species will be indicated on the FSP. The master plant list will also designate woodland replacement trees.*

2. The Applicant shall provide preservation/conservation easements as directed by the City of Novi Community Development Department for any areas of woodland replacement trees. The applicant shall demonstrate that all proposed woodland replacement trees will be guaranteed to be preserved as planted with a conservation easement or landscape easement to be granted to the city. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Woodland permit. These easement areas shall be indicated on the Plan.

**Response:** *A draft copy of the conservation easements will be provided following the FSP submittal. This easement will be indicated on the FSP.*

6. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the Plant Material Spacing Relationship Chart for Landscape Purposes found in the City of Novi Landscape Design Manual.

**Response:** *Trees will be located according to these guidelines in the FSP, when possible.*

7. The applicant shall quantify the tree removals associated with the proposed access drive to the offsite property (i.e., Wildlife Woods Park) separately from the other proposed woodland impacts and indicate the proposed impacts and associated required Woodland Replacements on the site plan. It appears as if the existing tree survey needs to be updated to include all trees 8-inch DBH located within the limits of disturbance for the proposed access drive to Wildlife Woods Park).

**Response:** *The tree survey will be updated and the tree removals associated with the wildlife woods park access will be quantified separately in the FSP.*

## **TRAFFIC COMMENTS**

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

- The applicant has proposed one driveway off of Wixom Road. The driveway is in compliance with City standards.
  - a. The applicant shall remove the proposed boulevard cross-section detail on Sheet 15.  
**Response:** *The boulevard cross-section detail will be removed from the FSP.*
- General Traffic Flow
  - a. The applicant has indicated 28 foot B/C to B/C roadway width on sheet 05, but shows a 27 foot width on sheet 15 and should update the detail to be consistent. All roadways throughout the development are required to be 28 feet B/C to B/C.  
**Response:** *The detail will be revised in the FSP.*
  - d. Large trucks and emergency vehicles are anticipated to be able to access and maneuver throughout the site such that the comment above (1.a) is satisfied.  
**Response:** *Comment 1.a will be satisfied in the Final Site Plan.*
  - g. The applicant has proposed a mailbox cluster within the southwest eyebrow. If accessed by vehicle, the location of the mailbox cluster will require vehicles to park within the eyebrow to retrieve their mail. Similarly, during times of mail delivery, a mail delivery vehicle will likely park in the street. The applicant could consider relocating the mailbox

cluster and/or one of the vehicle parking bays (with accessible parking) so that parking opportunities can be provided adjacent to the mailboxes and reduce the occurrence from vehicles parking in the street. It should be noted that the signing plan indicates no parking at any time throughout the development.

**Response:** *The mailbox cluster will be located near an off-street parking area in the FSP.*

- Parking Facilities

- b. On-street parking is not proposed throughout the development; however, the applicant is proposing 10 off-street parking spaces (including one accessible parking space) throughout the development.

- i. The applicant should provide a dimensioned detail for the proposed off-street parking spaces including the accessible parking space.

- Response:** *A dimensioned detail will be provided in the Final Site Plan.*

- c. The applicant is proposing 12 parking spaces near the Wildlife Woods Park. The parking lot is proposed as uncurbed, which can be accepted based on the approved PSLR agreement.

- ii. The applicant should provide additional parking blocks details, as currently indicated on the plans.

- 1. The parking blocks shall be six inches in height and placed such that the face of the parking block is 19 feet from the end of the parking space, OR may be four inches in height and placed such that the face of the parking block is 17 feet from the end of the parking space and there is a clear two foot overhang in front of the parking space.

- 2. The parking blocks shall be yellow in color.

- 3. The parking blocks shall be six feet in length and positioned within in the center of the parking spaces such that there is a three-foot walkway between each parking block.

- Response:** *A parking block detail meeting these requirements will be provided in the FSP.*

- iii. The applicant should provide a dimension for the maneuvering aisle in front of the parking spaces. The width should be 24 feet.

- Response:** *The maneuvering aisle will be revised to be 24' wide in the FSP.*

- iv. The applicant should make one of the proposed parking spaces for the Wildlife Woods Park an accessible space.

- Response:** *One accessible space will be depicted on the FSP.*

- d. The applicant has provided a total of 20 bicycle parking spaces, which exceeds City requirements (18 spaces – one space for every five units). The bicycle parking locations and layout details are generally in compliance with City standards. The applicant should review and revise the following as necessary:

- v. All bicycle parking spaces shall be accessible via a six foot paved route from the adjacent street. See Figure 1 for clarification on which sidewalks shall be six feet in width.

**Response:** *The walks accessing bicycle parking spaces will be made 6' wide in the FSP as depicted on the provided markup.*

- Sidewalk Requirements
  - f. The applicant should provide width details for the proposed sidewalk segments along Wixom Road.  
**Response:** *Noted. The sidewalk will be depicted as a 6' wide walk on the FSP.*
- All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). The following is a discussion of the proposed signing and striping.
  - a. All signing and striping details are required by the final site plan.  
**Response:** *Noted. Signing and striping details will be provided in the FSP.*
  - b. The applicant shall include parking space striping notes to indicate that:
    - i. The standard parking spaces shall be striped with four inch white stripes.  
**Response:** *A note will be added to the FSP.*
    - ii. The accessible parking space and associated aisle should be striped with four inch blue stripes.  
**Response:** *A note will be added to the FSP.*
    - iii. Where a standard space is adjacent to an accessible space, abutting blue and white stripes shall be installed.  
**Response:** *A note will be added to the FSP.*
  - c. The applicant should provide a detail for proposed international symbol for accessibility pavement markings that may be placed in the accessible parking space. Note that the symbol shall be placed in alignment with the edge of the parking space that abuts the roadway. The symbol shall be white or white with an optional blue background and white border.  
**Response:** *A detail will be added to the FSP.*
  - d. The applicant could consider placing a W14-2 (no outlet) sign at the site entrance to indicate to motorists that they are entering a roadway network from which there is no exit. The W14-2 sign may be used in combination with a D3-1 (street name) sign. Reference MMUTCD Section 2C.26 for more information.  
**Response:** *W14-2 and D3-1 signs will be proposed at the site entrance on the FSP.*
  - e. The applicant could consider W11-2 (pedestrian crossing) signs near the two locations throughout the site where sidewalk ramps are present at the roadway. Reference Section 2C.50 of the MMUTCD for more information.  
**Response:** *W11-2 signs will be proposed at these locations in the FSP.*
  - f. The applicant should update signage note 3 on sheet 05 to indicate a height of 7 feet from finished grade.  
**Response:** *The note will be revised in the FSP.*

## FAÇADE COMMENTS

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

- The Bayport model has been eliminated.  
**Response:** *Please note that the Bayport model has not been eliminated. It was included in the electronic submittal to the City Planning via email on 8/7. We would respectfully request that the Bayport model elevations also be reviewed and approved. We intended and believe that these Bayport elevations also meet the façade ordinance in response to your February 19 façade review letter and as submitted. Thus, we would appreciate review confirmation of approval prior to the October 3<sup>rd</sup> meeting. Please let us know should there be an issue.*

## FIRE COMMENTS

---

No further response needed and/or no objection to addressing with future submittals, except as follows:

3. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities supporting thirty-five (35) tons. City Ordinance 503.2.3.  
**Response:** *Noted. A detail and/or note will be provided with the Final Site Plan accordingly.*
4. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm) and an unobstructed vertical clearance of not less than 14 feet (4115 mm). City Ordinance 503.2.1.  
**Response:** *Noted. A note will be added on the Final Site Plan accordingly.*
5. Note – Written permission may be needed and or required by International Transmission Company, 27175 Energy Way, Novi Mi. 48377 – due to the proposed “secondary emergency egress lane” that will cross under power & utility lines and across property parcel ID # 22-17-300-015.  
**Response:** *Noted. An easement has been approved by ITC for this access. An executed copy will be provided to the City upon receipt.*
6. MUST provide a turn around on the access drive to the parking spacing to the Wildlife Woods Park. (Access road is >150’).  
**Response:** *A turn around will be provided on the access drive on the Final Site Plan submittal.*

Should you have any remaining questions or need anything else from us to help facilitate your review and approvals, please do not hesitate to contact me direct at (810) 923-6878.

Sincerely,

**ATWELL, LLC**



Matthew W. Bush, P.E.

Project Manager / Engineer