



GREAT OAKS LANDSCAPE BUILDING ADDITION JSP24-07

JSP24-07 Great Oaks Landscape Building Addition

Consideration at the request of Great Oaks Landscape for Preliminary Site Plan approval and a Section 9 Façade Waiver. The subject property, 28025 Samuel Linden Court, is located north of Twelve Mile Road and west of West Park Drive on a 19.12 acre parcel within the I-2 General Industrial Zoning District. The applicant is proposing to construct a 1,700 square foot addition onto the existing 3000 square foot office building.

Required Action

Approve/Deny the Preliminary Site Plan and a Section 9 Façade Waiver.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	6-10-2024	Items to be addressed at Electronic Stamping Set
Engineering	Approval Recommended	6-12-2024	Items to be addressed at revised Final Site Plan submittal
Landscape	Approval Recommended	5-28-2024	Items to be addressed at revised Final Site Plan submittal
Traffic	Approval Recommended	6-10-2024	Items to be addressed at revised Final Site Plan submittal
Façade	Approval Recommended	6-5-2024	Section 9 Façade Waiver for an overage of Exposed Aggregate Precast (24-27% precast proposed, 0% permitted), and an overage in Standing Seam Roof (0-60% proposed, 25% permitted)
Fire	Approval Recommended	6-3-2024	

MOTION SHEET

Approval – Preliminary Site Plan and Section 9 Façade Waiver

In the matter of Great Oaks Landscape Building Addition, JSP24-07, motion to approve the Preliminary Site Plan and Section 9 Façade Waiver based on and subject to the following:

- a. **Section 9 Façade Waiver for an average of Exposed Aggregate Precast** (24-27% precast proposed, 0% permitted), and **an average in Standing Seam Roof** (0-60% proposed, 25% permitted).
- b. 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 revised Final Site Plan;
- c. (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.)

- OR -

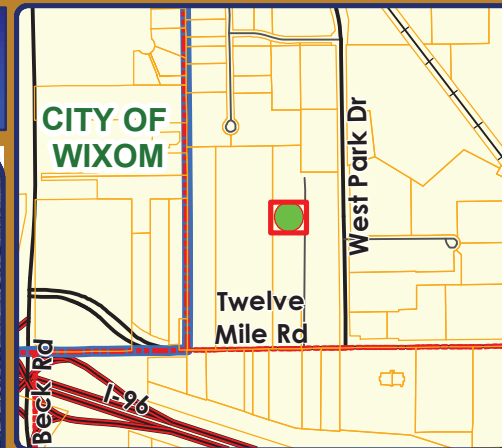
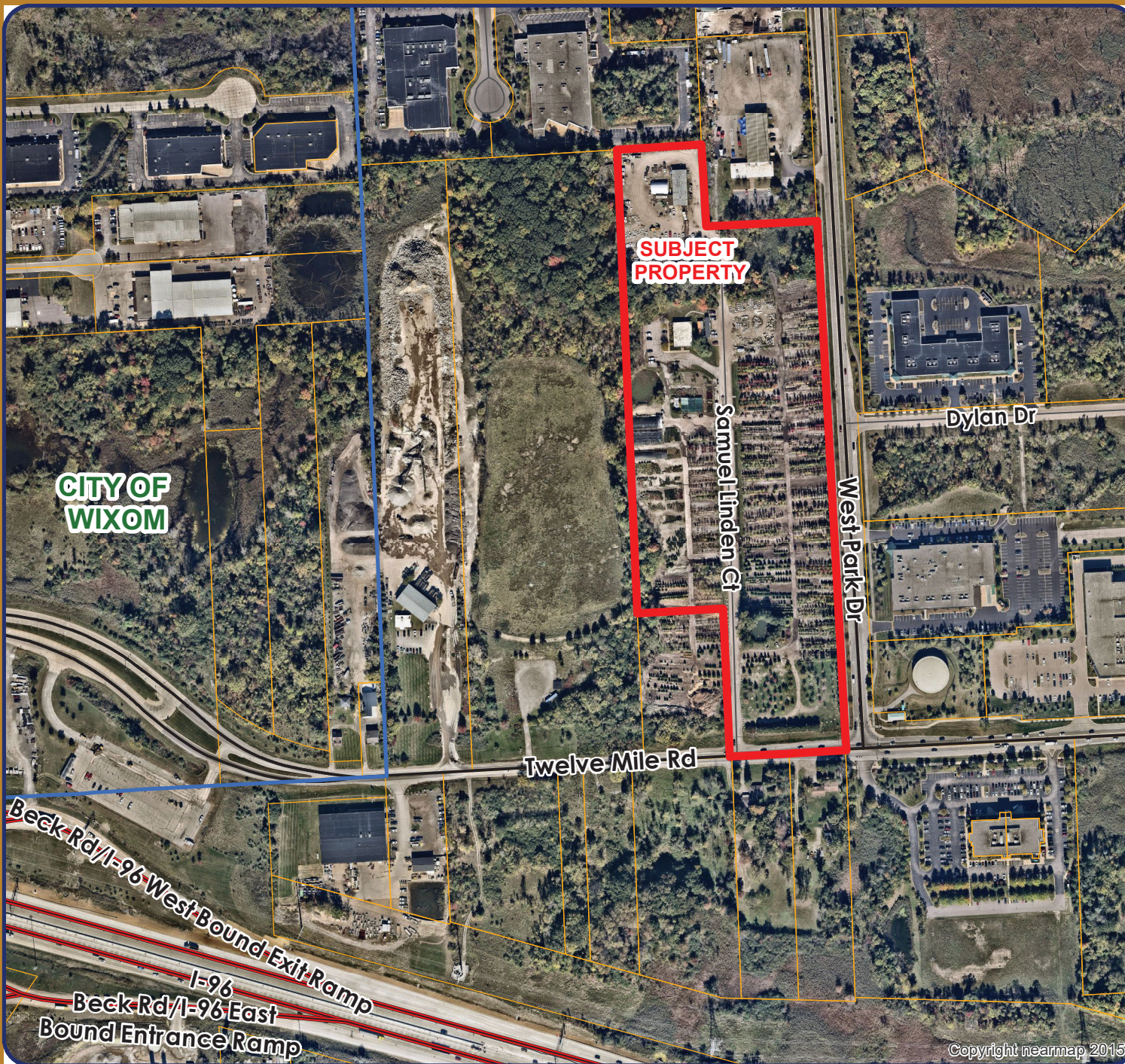
Denial – Preliminary Site Plan and Section 9 Façade Waiver

In the matter of Great Oaks Landscape Building Addition, JSP24-07, motion to **deny** the Preliminary Site Plan and Section 9 Façade Waiver *(because the use is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*


MAPS
Location
Zoning
Future Land Use
Natural Features

JSP24-07 GREAT OAKS LANDSCAPE BUILDING ADDITION

LOCATION



Legend

 Subject Area



City of Novi

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

Map Author: Dan Commer
Date: 10/23/24
Project: JSP24-07 Great Oaks Landscape Building Addition
Version #: 1

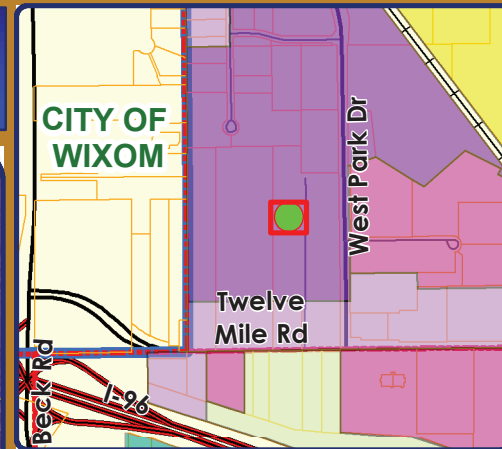
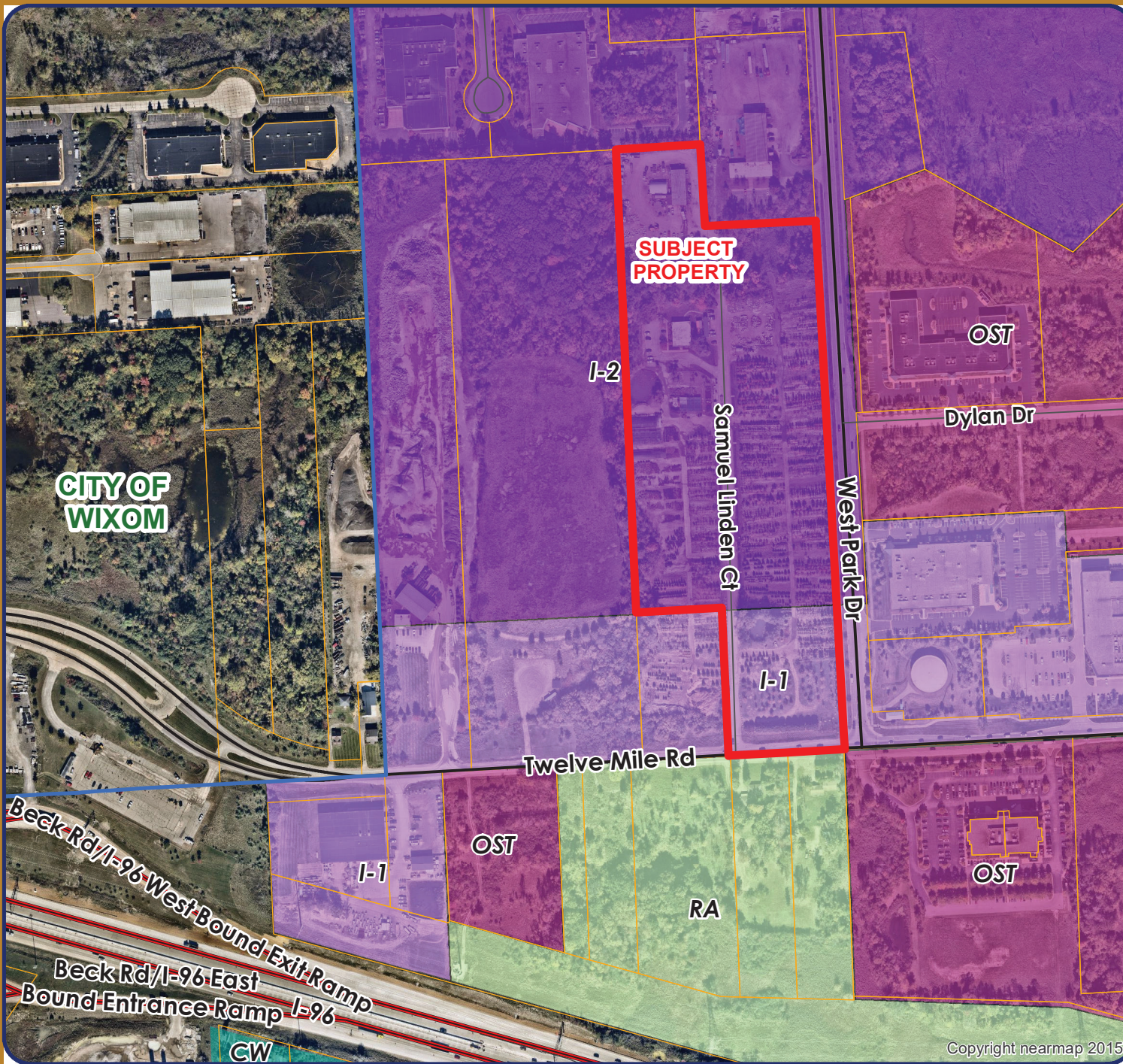


MAP INTERPRETATION NOTICE

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.

JSP24-07 GREAT OAKS LANDSCAPE BUILDING ADDITION

ZONING



Legend

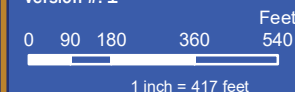
- R-A: Residential Acreage
- CW: City West
- R-1: One-Family Residential District
- B-2: Community Business District
- I-1: Light Industrial District
- I-2: General Industrial District
- OST: Office Service Technology
- Subject Area



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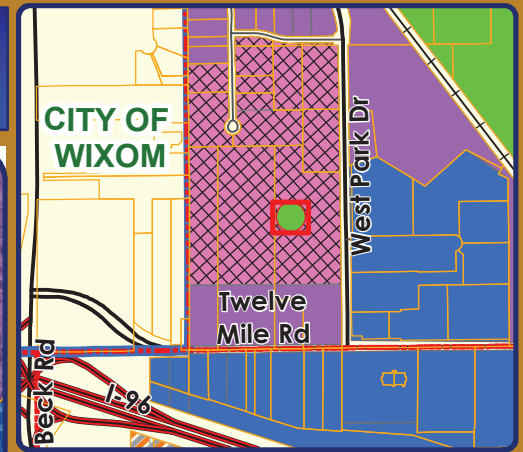
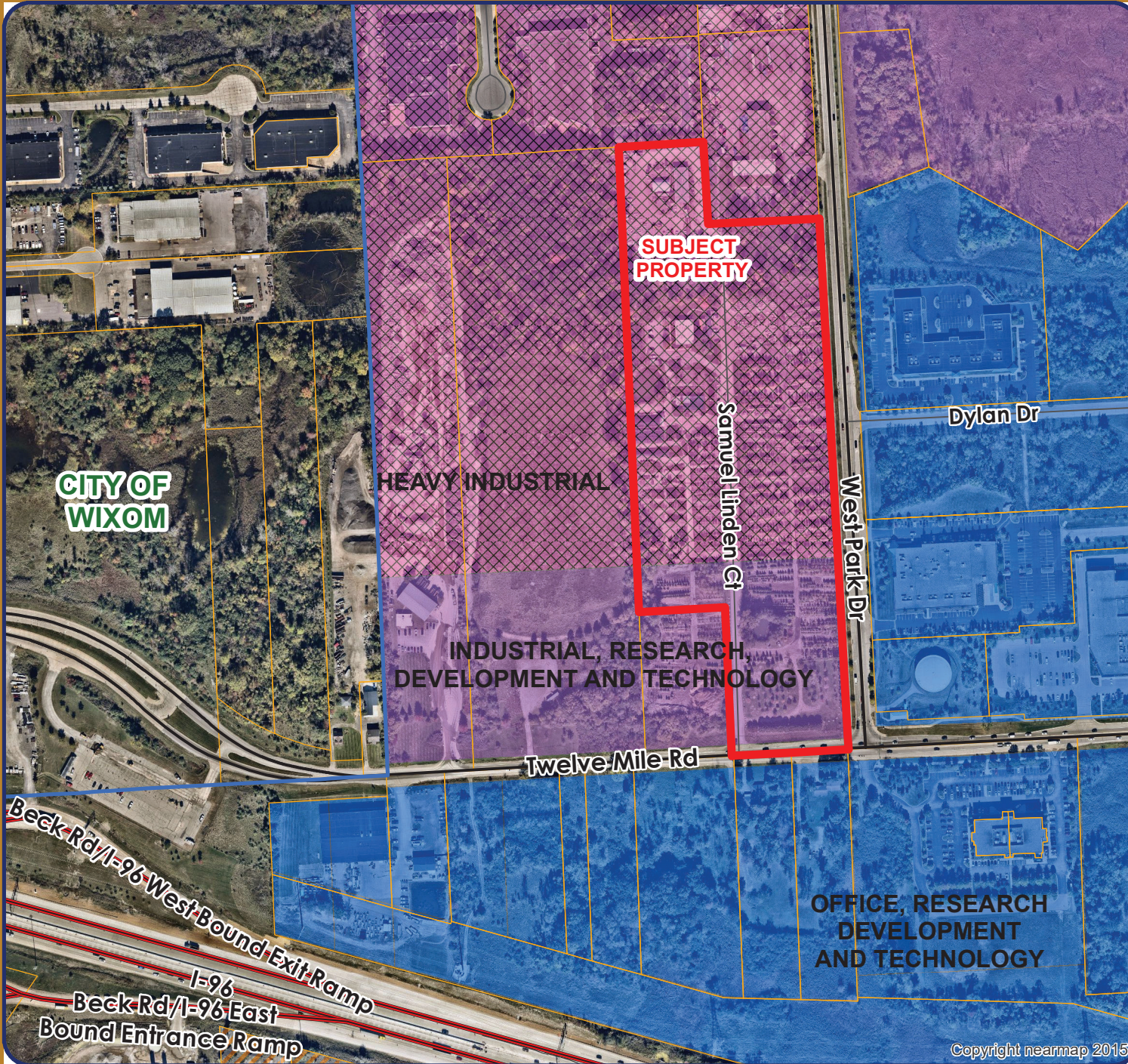


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JSP24-07 GREAT OAKS LANDSCAPE BUILDING ADDITION

FUTURE LAND USE



Legend

-  Office, Research, Development and Technology
-  Industrial, Research, Development and Technology
-  Heavy Industrial
-  Local Commercial
-  City West
-  Public Park
-  Subject Area



City of Novi

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 City Hall / Civic Center
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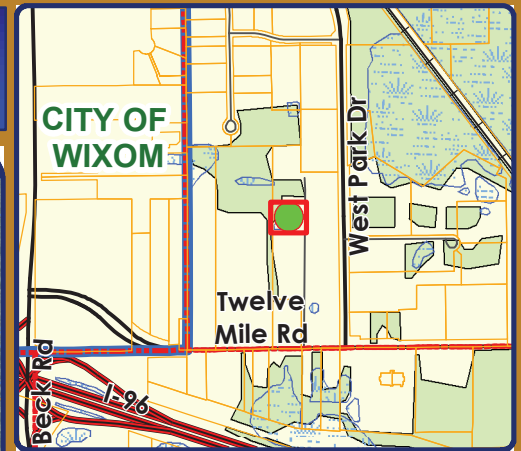


MAP INTERPRETATION NOTICE




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JSP24-07 GREAT OAKS LANDSCAPE BUILDING ADDITION

NATURAL FEATURES



Legend

-  WETLANDS
-  WOODLANDS
-  Subject Area



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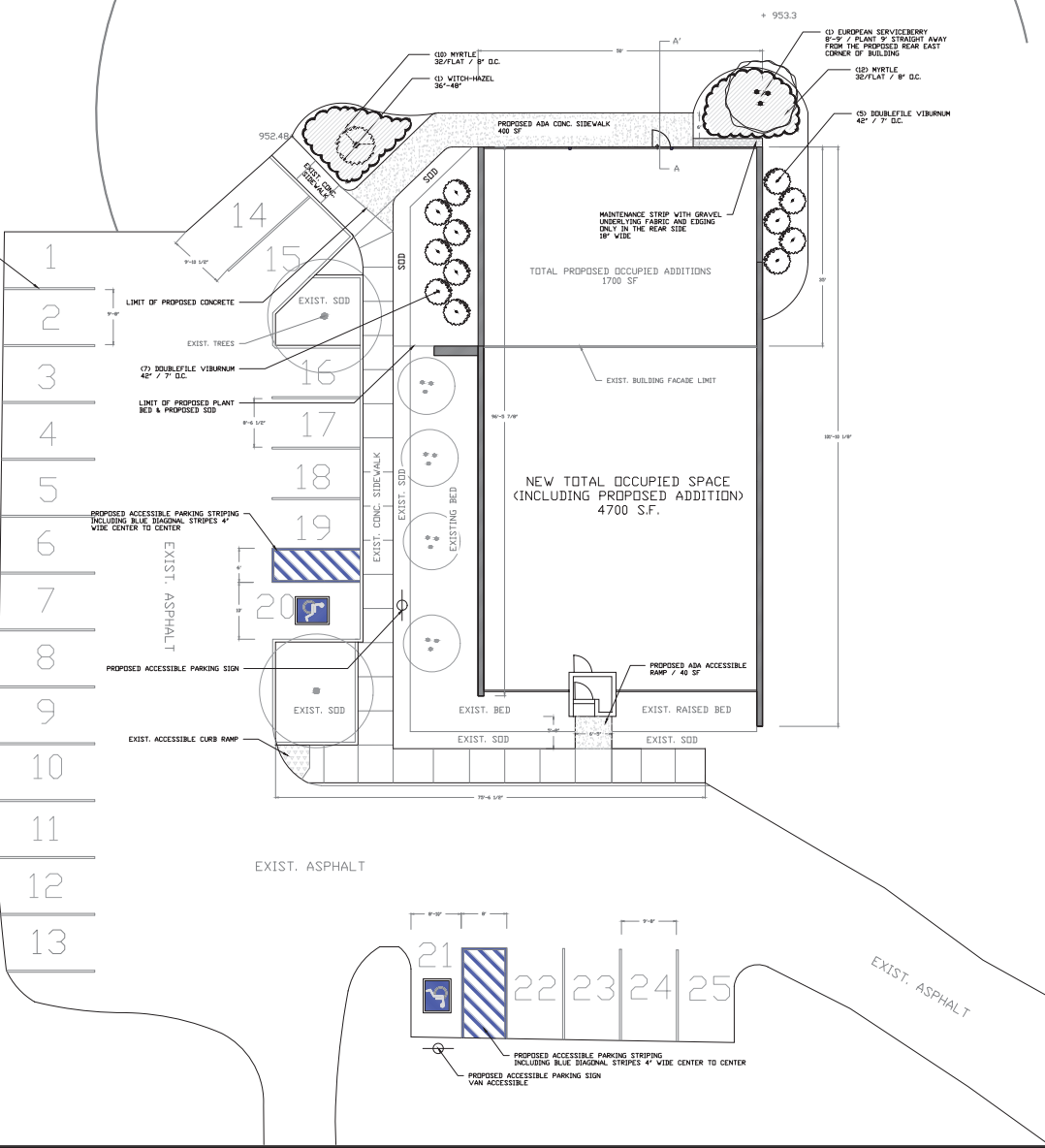
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SITE PLAN

Customer: greg@shur.com | owner: landscapeplan.com | landscape: projects/design | contact: office@landscapeplan.com | phone: 760.944.1111 | website: www.landscapeplan.com

PARKING STRIPES SHOWN AT 4" WIDTH AND NUMBERS ARE FOR ILLUSTRATION AND VISUAL COMMUNICATION OF SPACE QUANTITIES ON THE PLAN ONLY AND SHALL NOT BE PAINTED ON SITE.



EXIST. OCCUPIED SPACE: 3000 SF
 PROPOSED OCCUPIED SPACE: 4700 SF

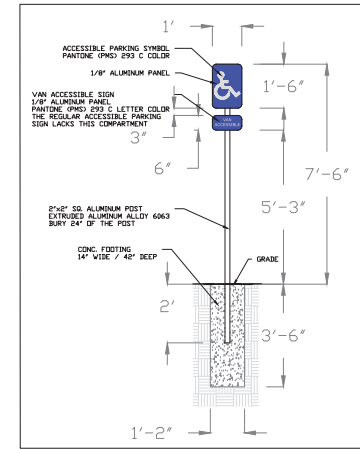
4700 SF / 200 = 24 PARKING SPACES REQUIRED
 (1 OF WHICH MUST BE ALLOCATED FOR ADA COMPLIANCE)

PROPOSED REGULAR PARKING SPACES: 33 SPACES
 PROPOSED ADA-COMPLIANT PARKING SPACES: 2 SPACES
 TOTAL NUMBER OF PROPOSED PARKING: 35 SPACES

(1 ADA-COMPLIANT PARKING LOT IS VAN-ACCESSIBLE)

PROPOSED PARKING SPACES EXCEED REQUIRED PARKING SPACES BY 11 SPACE

ADDITIONAL GRAVEL PARKING AREA INCLUDING (10) ADDITIONAL SPACES



ACCESSIBLE PARKING SIGN DETAILS
 SCALE 1/2"=1'-0"

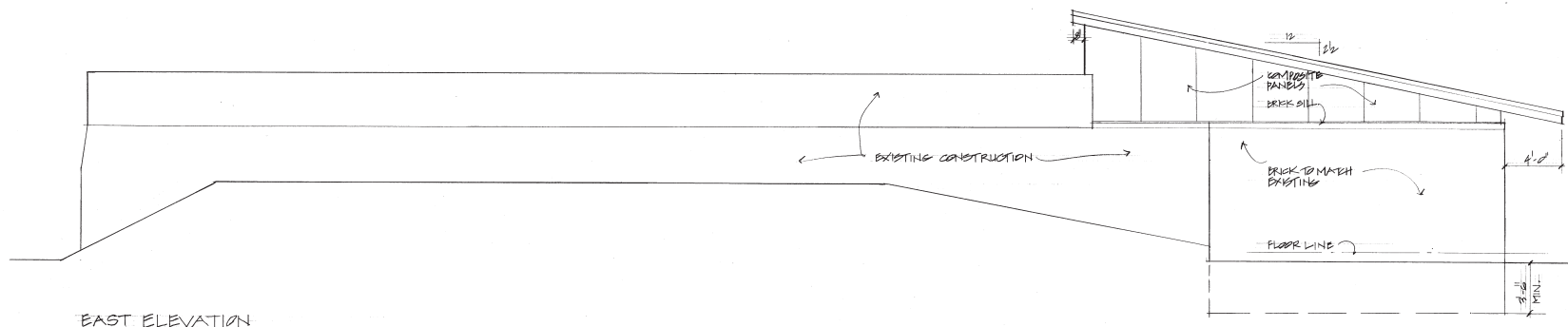


This plan is a landscape concept designed by a landscape architect. The designer is not responsible for the construction of the landscape. The property of Great Oaks Landscape Associates is not to be used for any other purpose without the written consent of the designer. This plan is not to be used for any other purpose without the written consent of the designer.

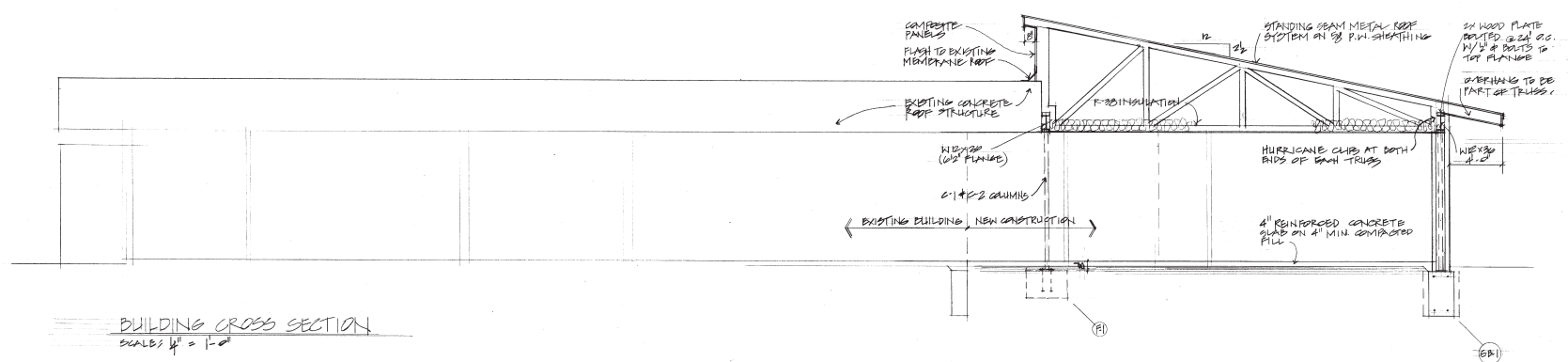
DATE:	APRIL 03, 2024
DESIGNED BY:	AG
CHECKED BY:	GB/ST

GREAT OAKS LANDSCAPE OFFICE
 28025 SAMUEL LINDEN CT., NOVI, MI 48377
 PROJECT: PROPOSED PLAN (PARKING LOTS AND WALKWAYS)
 CLIENT: GREAT OAKS LANDSCAPE ASSOCIATES (GARY ROBERTS)

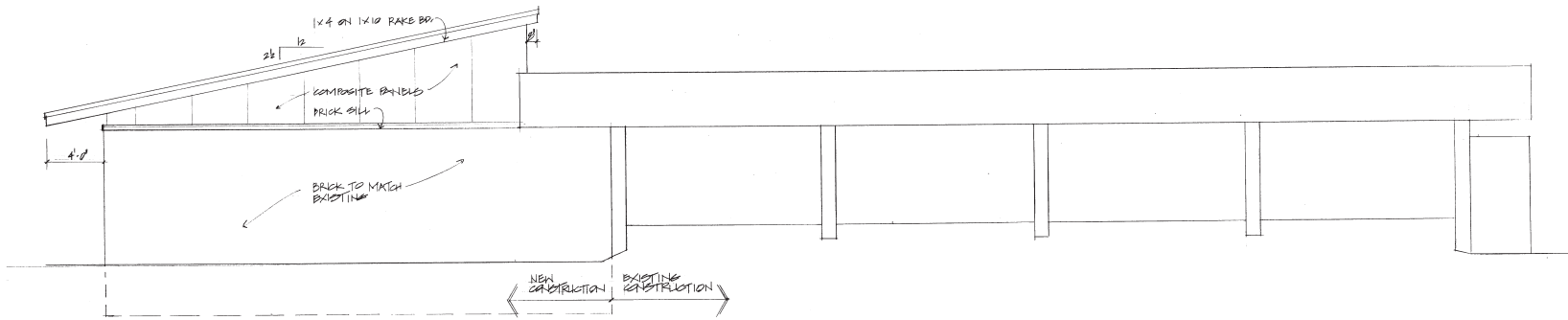




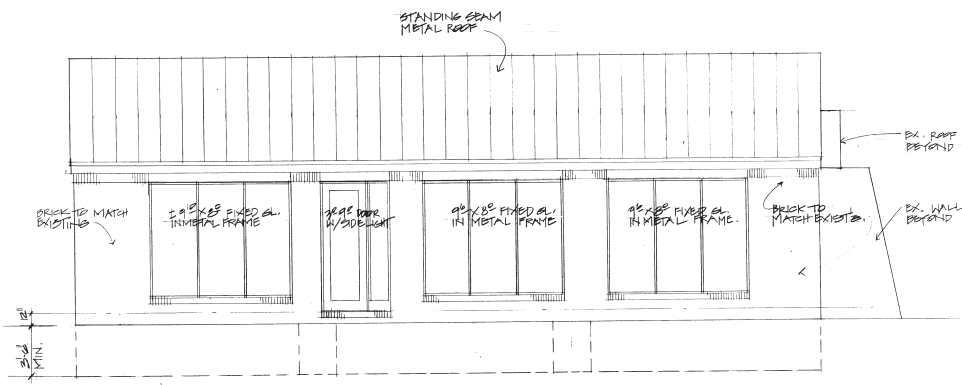
EAST ELEVATION



BUILDING CROSS SECTION
SCALE: 1/4" = 1'-0"



WEST ELEVATION
SCALE: 1/4" = 1'-0"



NORTH ELEVATION
SCALE: 1/4" = 1'-0"

DAVID LUBIN
ARCHITECTS LLC
PH: 248-725-8851

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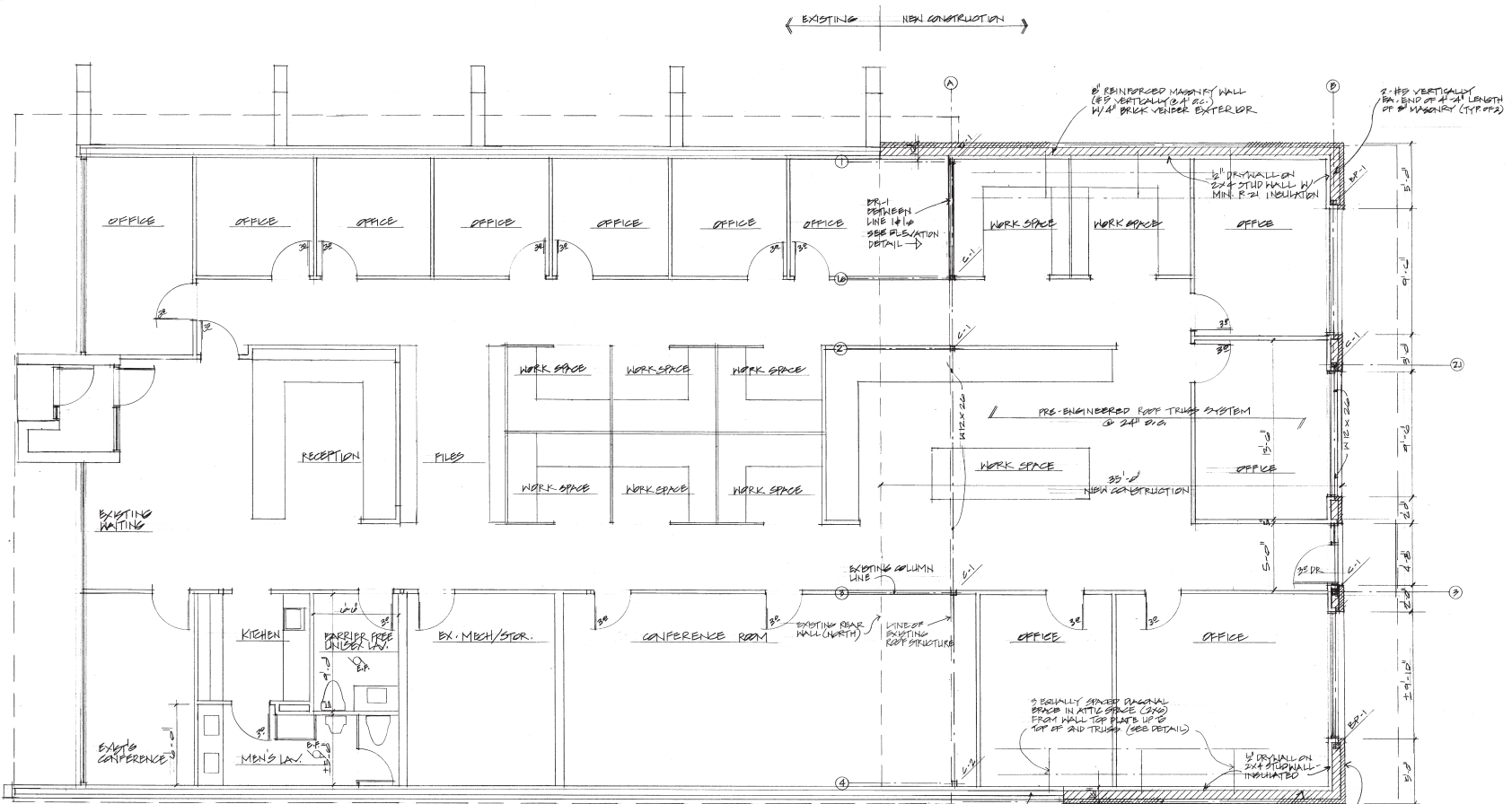
SEALED BY

PROJECT

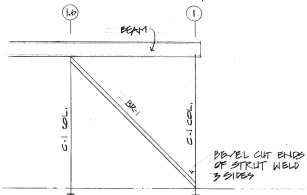
GREAT OAKS LANDSCAPING
28025 SAMUEL LINDEN DR
NOVI, MI 48311
-ADDITION TO EXISTING BUILDING

DATE: 3-25-24

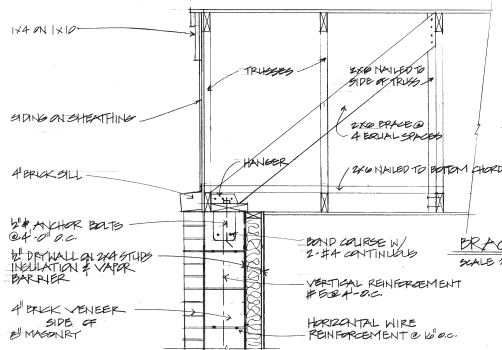
SHEET
3 OF 4



FLOOR PLAN
SCALE: 1/4" = 1'-0"



FRAMING ELEVATION LINE A



BRACING DETAIL
SCALE: 1/2" = 1'-0"

LEGEND

- BR-1: 8" x 8" x 1/2" PLATE W/ 2" x 1/2" x 1/2" ANCHOR STUDS.
- C-1: HSS 4" x 4" x 1/4" STEEL TUBE COLUMN WITH 3/4" x 1/4" x 11" BASE PLATE WITH 4" x 3/4" ANCHOR BOLTS W/ 1" x 2" x 11" GAP PLATE.
- C-2: SAME AS C-1 EXCEPT BASE PLATE IS OFFSET DUE TO PROXIMITY TO EXISTING WALL.
- BR-1: HSS 3.5" x 3.5" x 1/4" STEEL TUBE BEAM BETWEEN COLUMNS ONE DIRECTION FROM TOP TO BOTTOM (WITHIN PARTITION WALL CONSTRUCTION).

MASONRY NOTES:

1. ALL MASONRY WORK SHALL BE IN ACCORDANCE WITH THE LATEST BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES (ACI 530/ASQC 901 AND TMS 602) AND NCHRA SPECIFICATIONS. MASONRY LAID IN TEMPERATURES OF THE OUTSIDE AIR BELOW 40 DEGREES F SHALL BE PROTECTED IN ACCORDANCE WITH THE PROVISIONS OF ACI 530/ASQC 901. FROZEN MATERIALS SHALL NOT BE USED, NOR SHALL FROZEN MASONRY BE BUILT UPON.
2. ALL BLOCK SHALL CONFORM TO ASTM C90 AND C48, TYPE I, GRADE N.
3. MORTAR SHALL BE TYPE 'M' (3000 PSI) CONFORMING TO ASTM C-270.
4. MASONRY COMPRESSIVE STRENGTH Fm = 3000 PSI MINIMUM.
5. PROVIDE 600 MIL COATING + 1/8" O.D. 10 FT PER ASTM A 193 FOR EXTERIOR EXPOSED HORIZONTAL LINES TYPE REINFORCING WITH 3 GAUGE SIZE AND CROSS MEMBERS IN EVERY 3RD COURSE. IN ALL MASONRY WALLS, WALLS WITH VERTICAL REINFORCING SHALL ONLY HAVE LARGER TYPE REINFORCING.
6. ALL REINFORCING BARS, DOVELS AND TIES SHALL CONFORM TO ASTM A615, GRADE 60.
7. ALL MASONRY BEARING STEEL BEAMS AND LINTELS TO BEAR ON MINIMUM ON 3 COURSES SOLID MASONRY WITH BEARING PLATES AS NOTED.
8. ALL MASONRY BELOW GRADE SHALL BE GROUDED SOLID.
9. MASONRY GROUT SHALL CONFORM TO ASTM C 476 WITH FEA GRAVEL AGGREGATE AND A MINIMUM STRENGTH OF 3000 PSI, BUT NOT LESS THAN SPECIFIED Fm. NO LIME SHALL BE USED.
10. THE MASONRY CONTRACTOR IS SOLELY RESPONSIBLE FOR THE DESIGN AND INSTALLATION OF ALL TEMPORARY SHORING AND FALSE WORK REQUIRED TO WITHSTAND WIND LOADS AND TEMPORARY CONSTRUCTION LOADS. ALL WORK PERFORMED SHALL BE IN ACCORDANCE WITH ALL OSHA REQUIREMENTS.

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PROJECT

GREAT OAKS LANDSCAPING
28025 SAMUEL LINDEN DR.
NOVI, MI 49371
- ADDITION TO EXISTING BUILDING

DATE: 3/28/24

SHEET

2 OF 4

STRUCTURAL CODE DATA

DESIGN CRITERIA PER 2015 MICHIGAN BUILDING CODE AND ASCE 7-10 STANDARDS

1004.5 BUILDING OCCUPANCY
CATEGORY II

DESIGN LOADING:

DEAD LOAD:
A. ROOF 20 PSF MIN
B. FLOOR 20 PSF MIN

LIVE LOAD:
A. FLAT ROOFS 20 PSF MIN
B. OFFICES 50 PSF

1003.13 ROOF SNOW LOAD
1ST FLOOR CORRIDORS & LOBBY 100 PSF
GROUND SNOW LOAD $P_g = 25$ PSF
EXPOSURE B
FLAT ROOF SNOW $P_f = 20$ PSF
EXPOSURE FACTOR $C_e = 1.00$
IMPORTANCE FACTOR $I = 1.0$
THERMAL FACTOR $C_t = 1.00$

1003.14 WIND LOAD:
ULTIMATE DESIGN WIND SPEED = 115 MPH
EXPOSURE B
WIND IMPORTANCE FACTOR $I_w = 1.00$
INTERNAL PRESSURE COEFFICIENT = 0.0/0.8
ULTIMATE COMPONENTS AND CLADDING PRESSURES
ROOF (0.0/0.7) = 24.3 PSF (ZONE 1)
ROOF (0.0/0.7) = 20.2 PSF (ZONE 2)
ROOF (0.0/0.7) = 20.2 PSF (ZONE 3)
WALL (0.0/0.7) = 20.2 PSF (ZONE 4)
WALL (0.0/0.7) = 20.2 PSF (ZONE 5)

1003.15 EARTHQUAKE DESIGN DATA:
SEISMIC IMPORTANCE FACTOR $I_e = 1.00$
MAPPED SPECTRAL RESPONSE COEFFICIENTS $S_a = 0.036$
 $S_v = 0.066$
SITE CLASS D
MAPPED SPECTRAL RESPONSE COEFFICIENTS $S_m = 0.100$
 $S_{m1} = 0.070$
SEISMIC DESIGN CATEGORY B
BASE SEISMIC FORCE RESISTING SYSTEMS
Reference: **MASONRY INFILLED STEEL FRAME**
SEISMIC RESPONSE COEFFICIENTS: $C_s = 1.00$
RESPONSE MODIFICATION FACTOR $R = 1.5$
DESIGN BASE SHEAR = 1000 LB
ANALYSIS PROCEDURE USED:
EQUIVALENT LATERAL FORCE PER ASCE 7, SECTION 12.8

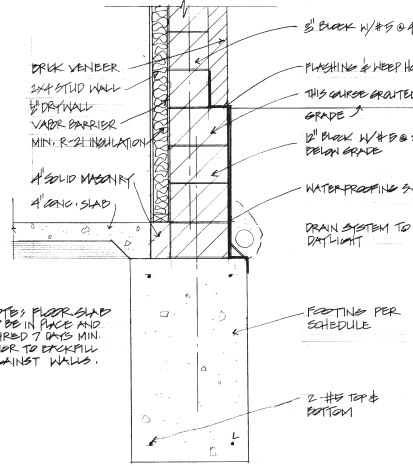
- STRUCTURAL STEEL**
- STRUCTURAL STEEL SHALL CONFORM TO THE AISC "STEEL CONSTRUCTION MANUAL," FOURTEENTH EDITION
 - WELDING CONNECTIONS SHALL CONFORM TO THE LATEST REVISION CODE OF THE AMERICAN WELDING SOCIETY. WELDING ELECTRODES SHALL CONFORM TO AWS A5.1 OR AWS A5.5 FOR SHIELD METAL ARC WELDING.
 - BOLTS AND BOLTED CONNECTIONS SHALL CONFORM TO THE REQUIREMENTS OF THE "SPECIFICATIONS FOR STRUCTURAL JOINTS USING ASTM A-305 BOLTS OR A-325 BOLTS, AS APPROVED BY THE RESEARCH COUNCIL ON SHIPMENT AND BOLTED JOINTS USING ASTM A-305 BOLTS. USE BEARING TYPE BOLTS WITH THREADS EXCLUDED FROM BEARING PLANE.
 - IN GENERAL, IT IS THE INTENT OF THESE PLANS AND SPECIFICATIONS THAT ALL SHOP CONNECTIONS ARE TO BE WELDED OR BOLTED AND ALL FIELD CONNECTIONS ARE TO BE BOLTED UNLESS OTHERWISE NOTED IN THE DRAWINGS OTHERWISE.
 - STRUCTURAL STEEL SHAPE, PLATES, ETC., SHALL CONFORM TO THE FOLLOWING MINIMUM REQUIREMENTS:
 - SHAPES ASTM A992, Fy 50k
 - RECTANGULAR HES ASTM A572, Fy 50k
 - ROUND HES ASTM A572, Fy 50k
 - PIPE ASTM A513, S40, Fy 50k
 - M.S.C.M.C.I. ASTM A992, Fy 50k
 - PLATE ASTM A572, Fy 50k
 - PLATES & BARS ASTM A675, Fy 50k
 - ALL BEAM CONNECTIONS SHALL BE STANDARD DOUBLE ANGLE TYP UNLESS OTHERWISE DETAILED OTHERWISE. PLATE SIZE, NUMBER AND SIZE OF BOLTS FOR FIELD CONNECTIONS SHALL BE DESIGNED BY THE FABRICATOR. DESIGN STANDARD CONNECTIONS USING AISC OF THE TOTAL LOAD CAPACITY SHOWN IN THE BEAM TABLES, PART 3, THIRTEENTH EDITION OF THE AISC CODE FOR GIVEN BEAM SPAN IF THE BEAM IS NOT OVER AN UNJOIST SHALL BE THE MINIMUM NUMBER OF BOLTS BE LESS THAN THOSE FOR SMALLER, 3 ROWS FORM, W8 & W14.
 - PROVIDE A PRIME COAT OF RED OXIDE PAINT TO ALL STRUCTURAL STEEL PRIOR TO SHIPMENT.
 - ALL SCARRED, MARRED, OR OTHERWISE DAMAGED PAINT SHALL BE TOUCHED UP AFTER COMPLETION OF CONSTRUCTION.

- FOUNDATION NOTES**
- ALL FOOTINGS SHOULD EXTEND THROUGH NON-REINFORCED FILL SOILS. SOILS CONTAINING A SIGNIFICANT AMOUNT OF ORGANIC SUBSTANCES OR EXCESSIVELY WEAK SOILS SHALL BE EXCAVATED TO BEAR ON FIRMER MATERIALS. SOILS TO BE EXCAVATED SHALL BE REMOVED FROM THE PROJECT SITE. THE SERVICES OF A QUALIFIED SOILS ENGINEER SHALL BE ENGAGED TO INSPECT THE SOILS IN THE FIELD AND TO PREPARE A REPORT TO CONFIRM THE ORDER TO ENSURE THAT THE SOILS HAVE THE REQUIRED BEARING CAPACITY OF 2,500 P.S.F.
 - BOTTOMS OF FOUNDATION EXCAVATIONS SHALL BE FLAT LEVEL PLACES AND SHALL BE CLEAN AND FREE OF DEBRIS PRIOR TO PLACING CONCRETE.
 - CONCRETE WORK AND PLACEMENT SHALL CONFORM TO THE LATEST SPECIFICATIONS OF THE AMERICAN CONCRETE INSTITUTE (ACI 308-R).
 - CONCRETE COMpressive STRENGTH:
 - 3,000 PSI AT 28 DAYS FOR FOUNDATION WALLS AND INTERIOR SLABS.
 - 4,000 PSI AT 28 DAYS (OR HIGHER) ARE REQUIRED FOR EXTERIOR SLAB WALLS AND CORNERS.
 - ALL REINFORCING BARS, CONCRETE, AND TIES SHALL CONFORM TO ASTM A63, GRADE 60. REINFORCING STEEL SHALL BE KEPT CLEAN AND FREE OF DIRT OR LUBR.
 - EXTEND ALL REINFORCING AROUND CORNERS FOR CONTINUITY. MINIMUM LAP TO BE 24" FOR ALL UNLAPLED BARS. UNLESS OTHERWISE NOTED, ALL REINFORCING SHALL BE TIED IN PLACE SUFFICIENTLY AHEAD OF PLACING CONCRETE TO ALLOW SHIPMENT AND CONNECTION. F. REINFORCING, WITHOUT DELAYING THE CONCRETE'S OPERATION.
 - ALL REINFORCING SHALL BE PLACED AND SECURELY TIED IN PLACE SUFFICIENTLY AHEAD OF PLACING CONCRETE TO ALLOW SHIPMENT AND CONNECTION. F. REINFORCING, WITHOUT DELAYING THE CONCRETE'S OPERATION.

SUBGRADE PREPARATION IN BUILDING ENVELOPE

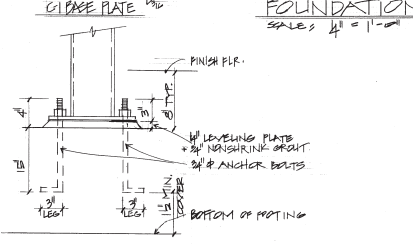
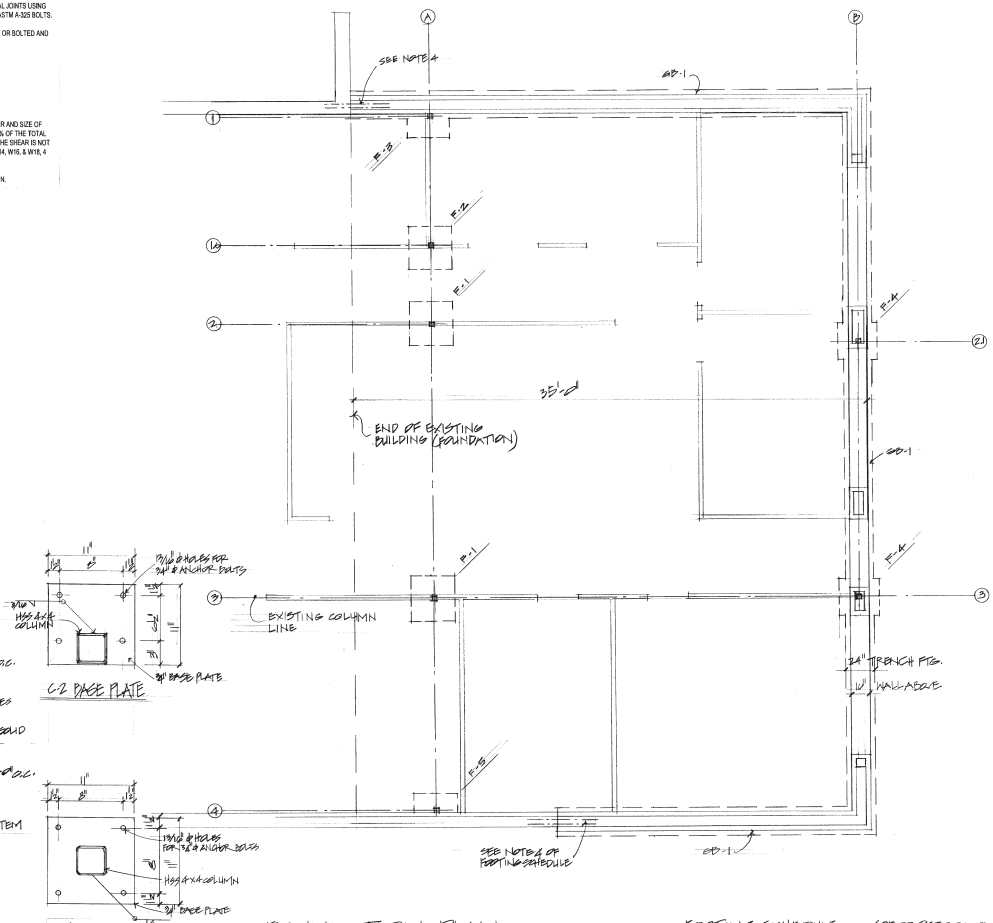
SOIL PREPARATION PROCEDURES AS RECOMMENDED BY THE PROJECT SOILS ENGINEER SHALL BE FOLLOWED. AT A MINIMUM THE FOLLOWING PROCEDURE IS TO BE ACHIEVED TO:

ALL SOILS WITH EQUIPMENT OVERLAYS AND ANY OTHER UNDESIRABLE TOPSOIL SHALL BE STRIPPED FROM THE SITE. THE SITE SHALL THEN BE EXAMINED BY A QUALIFIED SOILS ENGINEER TO DETERMINE THE NEEDED REMEDIATION OF ANY OTHER UNDESIRABLE MATERIALS. IF THE SOILS ARE FOUND TO BE PROBLEMATIC, THE SOILS ENGINEER SHALL BE ENGAGED TO PREPARE A REPORT TO CONFIRM THE ORDER TO ENSURE THAT THE SOILS HAVE THE REQUIRED BEARING CAPACITY OF 2,500 P.S.F. ALL REINFORCING SHALL BE PLACED AS A FULL SHALL BE ENGINEERED, PLACED IN LEVEL LIFT NOT EXCEEDING NINE INCHES PER LIFT. THE REPORT SHALL BE REVIEWED AND APPROVED BY THE PROJECT ARCHITECT PRIOR TO THE START OF CONSTRUCTION. THE REPORT SHALL BE REVIEWED AND APPROVED BY THE PROJECT ARCHITECT PRIOR TO THE START OF CONSTRUCTION. THE REPORT SHALL BE REVIEWED AND APPROVED BY THE PROJECT ARCHITECT PRIOR TO THE START OF CONSTRUCTION.



NOTES: FLOOR SLAB TO BE IN PLACE AND CURBED UP DOWNSIDE PRIOR TO BACKFILL AGAINST WALLS.

SECTION
SCALE: 1" = 1'-0"



BASE PLATE SETTING DETAIL
FOR COLUMNS C-1 & C-2

MARK	SIZE	DEPTH	REINFORCING	NOTES
F-1	3'-0" x 3'-0"	3'-0"	2 #5 BA WAYS/BOTTOM	1
F-2	3'-0" x 3'-0"	3'-0"	NONE	1
F-3	3'-0" x 3'-0"	3'-0"	NONE	1, 2
F-4	2'-0" x 3'-0"	3'-0"	NONE	1, 2
F-5	1'-6" x 3'-0"	3'-0"	NONE	3
OP-1	2'-0" WIDE TRENCH	3'-0"	2 #5 CONT. TOP & BOTTOM	4

- NOTES:**
- ALL FOOTINGS CENTERED UNDER COLUMNS OR WALL.
 - FOOTING BY ENLARGEMENT OF TRENCH, CONTINUE REINFORCING THROUGH FOOTING.
 - MATCH DEPTH OF ADJACENT WALL FOOTING.
 - AT EXISTING FOOTING JUNCTION, DRILL IN AND REBAR SET 4" #5 REBARS EXTENDING 30" INTO NEW FOOTINGS.

DAVID LUBIN
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PH: 248-725-8851

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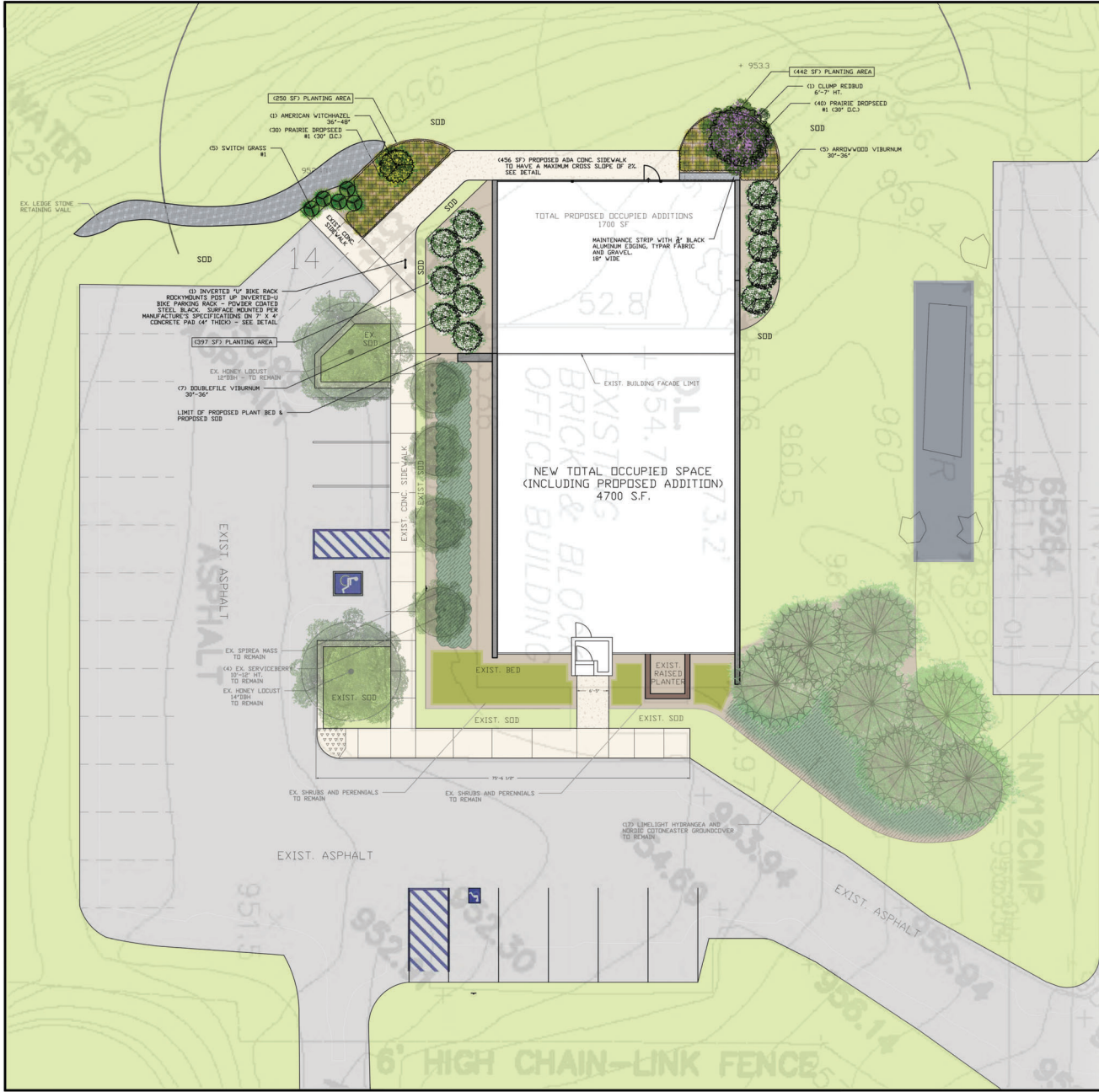
PROJECT

GREAT OAKS LANDSCAPING
28025 SAMUEL LINDEN DR.
NOVI, MI 48311
-ADDITION TO EXISTING BUILDING

DATE: 3-25-24

SHEET

1 OF 4



PLANT SCHEDULE

QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	TYPE	NATIVE
REQUIRED FOUNDATION LANDSCAPING					
1	<i>Cercis canadensis</i>	Eastern Redbud	6'-7" Ht.	B & B	Yes
1	<i>Hemamelis virginiana</i>	American Witchhazel	36"-48" Ht.	Container	Yes
7	<i>Viburnum plicatum tomentosum 'Mariesii'</i>	Doublefile Viburnum	30"-36" Ht.	B & B	No
5	<i>Viburnum dentatum</i>	Arrowwood Viburnum	30"-36" Ht.	B & B	Yes
5	<i>Platanus virginiana</i>	Switch Grass	#1	Container	Yes
70	<i>Sporobolus heterolepis</i>	Prairie Dropseed	#1	Container	Yes

FOUNDATION LANDSCAPE CALCULATIONS:

PERIPHERIES (MINUS DOOR WIDTH) X Ø = BED SIZE
 [(35+35+50)-3] X Ø = 936 SF REQUIRED
 PROPOSED LANDSCAPE BEDS: 1,089 SF

SITE NOTES:

- ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
- THERE SHALL BE NOT ADDITIONAL LIGHTING FIXTURES PROVIDED ON SITE OR ON THE BUILDING. ALL CURRENT LIGHTING TO REMAIN UNCHANGED.
- NO CHANGES ARE PROPOSED TO THE EXISTING WATER MAIN OR BUILDING LEAD (NO WATER MAIN CURRENTLY SERVICES THE BUILDING).
- NO NEW SANITARY LEAD IS REQUIRED OR PROPOSED FOR THE PROPOSED BUILDING ADDITION.
- 21AA CRUSHED LIMESTONE BASE TO BE INSTALLED FOR ANY PAVEMENT WITHIN 100 FEET OF THE ON SITE DRAIN. DO NOT USE CRUSHED CONCRETE UNDER ANY PROPOSED WALKWAYS.
- A 3' BUFFER HAS BEEN PROVIDED BETWEEN THE SIDEWALK AND FIXED OBJECTS (THERE ARE NO FIXED OBJECTS PRESENT NEAR THE EXISTING OR PROPOSED SIDEWALKS).
- THERE IS AN EXISTING IRRIGATION SYSTEM ON SITE. THIS IRRIGATION SYSTEM WILL BE EXTENDED/ADJUSTED ACCORDINGLY FOR THE PROPOSED ADDITIONS AND TO IRRIGATE THE PROPOSED PLANTINGS.
- THE CURRENT FOND WILL REMAIN UNCHANGED AND NO NEW FOND IS PROPOSED TO BE INSTALLED.

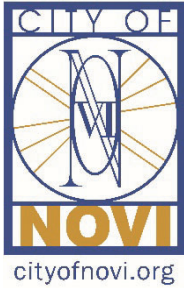
This plan is a landscape concept designed by the landscape architect. The landscape architect does not warrant the accuracy of the information provided hereon. The landscape architect is not responsible for the accuracy of the information provided hereon. The landscape architect is not responsible for the accuracy of the information provided hereon. The landscape architect is not responsible for the accuracy of the information provided hereon.

Date: APRIL 03, 2024
 Revisions: JULY 16, 2024
 Scale: 1"=10'
 Drawn by: SAA
 Checked by: GR/RT

GREAT OAKS LANDSCAPE OFFICE
 PROJECT: 28025 SAMUEL LINDEN CT, NOVI, MI 48377
 SUBJECT: SITE PLAN AND PROPOSED ADDITIONS
 CLIENT: GREAT OAKS LANDSCAPE ASSOCIATES (GARY ROBERTS)

GREAT OAKS LANDSCAPE OFFICE
 28025 SAMUEL LINDEN CT, NOVI, MI 48377
 248.850.1234
 www.greatoakslandscape.com

PLANNING REVIEW



PLAN REVIEW CENTER REPORT
Planning Review
GREAT OAKS LANDSCAPE BUILDING ADDITION
 JSP 24-07
 June 10, 2024

PETITIONER

Great Oaks Landscape

REVIEW TYPE

Combined Preliminary and Final Site Plan

PROPERTY CHARACTERISTICS

Section	9	
Site Location	28025 Samuel Linden Court; 50-22-09-300-043	
Site School	Walled Lake Consolidated School District	
Site Zoning	I-2 General Industrial	
Adjoining Zoning	North	I-2 General Industrial
	East	OST Office Service Technology
	West	I-2 General Industrial
	South	I-1 Light Industrial
Current Site Use	Great Oaks Landscape Office Building	
Adjoining Uses	North	Great Oaks Landscaping
	East	Emerson Corporate Office
	West	Vacant land (former driving range)
	South	Great Oaks Landscaping
Site Size	19.12 acres	
Plan Date	April 3, 2024	

PROJECT SUMMARY

The applicant is proposing to construct a 1,700 square foot addition onto the existing office building for Great Oaks Landscaping. Some landscaping and parking improvements are also proposed onsite.

RECOMMENDATION

Approval of the Combined Preliminary and Final Site Plan is recommended by Planning staff. The plan mostly complies with the ordinance requirements. All reviewers recommend approval, some with conditions, of the Combined Preliminary and Final Site Plan. Engineering, Landscape, and Traffic recommend approval of the Preliminary but denial of the Final Site Plan, with comments to be addressed in a revised Final Site Plan submittal.

ORDINANCE REQUIREMENTS

This project was reviewed for compliance with the City of Novi Zoning Ordinance and any other applicable provisions of the ordinance, as noted. The plans show general compliance with ordinance requirements. Please address any items in **bold** with the next review.

1. Administrative Approval (Sec. 6.1.C.ix): A site plan may be reviewed for approval administratively without formal review by the approved body when the site is already the subject of an existing and previously approved site plan and the revised plan proposes an addition totaling more than 1,000 square feet but less than 10,000 square feet when the proposed addition is less than 10% of the gross floor area of an existing non-residential building and when the building is located on a parcel of land at least 500 feet away from a residential zoning district. *Addition totals 1,700 square feet, and existing building totals approximately 3,000 square feet, meaning that the addition is greater than 10% of the existing gross floor area and does not qualify for Administrative Approval.*
2. Section 9 Façade Waiver (Sec. 5.15.9): According to the façade review, a Section 9 Façade Waiver is required for the overage in standing seam roof. **The Section 9 Façade Waiver will require approval from the Planning Commission.**
3. Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2): Some dimensions are shown but not all. Additionally, some do not meet the required width of 9'. **Please provide the lengths of parking spaces in addition to the width of the drive aisles. See Traffic review letter for more details.**
4. End Islands (Sec. 5.3.12): What appears to be a new end island is shown adjacent to the southern barrier free space. **Please clarify if this end island is being proposed and if so provide its dimensions.**
5. Bicycle Parking (Sec. 5.16): Bicycle parking required due to enlargement of principal building exceeding 10%. One space required – none provided. **Please provide bicycle parking and details.**
6. Planning Chart: Please refer to the attached Planning Chart for additional comments to address in the next submittal.

OTHER REVIEWS

- a. Engineering Review: Engineering is recommending approval of the Preliminary Site Plan, but denial of the Final Site Plan, with comments to be addressed in a revised Final Site Plan submittal.
- b. Landscape Review: Landscape is recommending approval of the Preliminary Site Plan, but denial of the Final Site Plan, with comments to be addressed in a revised Final Site Plan submittal.
- c. Traffic Review: Traffic is recommending approval of the Preliminary Site Plan, but denial of the Final Site Plan, with comments to be addressed in a revised Final Site Plan submittal.
- d. Façade Review: Façade is recommending approval of the Combined Preliminary and Final Site Plan, in addition to recommending a Section 9 Façade Waiver.
- e. Fire Review: Fire is recommending approval the Combined Preliminary and Final Site Plan.

NEXT STEP: PLANNING COMMISSION AND RESPONSE LETTER

The Preliminary Site Plan and Section 9 Façade Waiver are required to go before the Planning Commission. The next available Planning Commission meeting is June 26. If the applicant wishes to appear on the June 26 agenda, please submit the following materials by June 20. The next Planning Commission meeting will be held on July 10 if the below materials can't be provided in time.

1. Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers/variances as you see fit.
3. A color rendering of the Site Plan (to be used for Planning Commission presentation).
4. A façade sample board of the façade materials proposed.

FUTURE STEP: REVISED FINAL SITE PLAN SUBMITAL

After receiving Planning Commission's approval of the Preliminary Site Plan and the Section 9 Façade Waiver, please submit the following for review:

1. **Six** copies of Final Site Plan sets (24" x 36", folded) addressing ALL comments from Preliminary Site Plan Review.
2. Response letter addressing ALL comments from ALL review letters and **refer to sheet numbers where the change is reflected.**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. [No Revision Façade Affidavit](#) (only if no façade changes have been made)
6. An itemized engineering cost estimate including sanitary sewer, watermain, storm sewer, paving and grading costs, size 8.5" x 11" (The cost estimate should not include soil erosion or demolition costs.)
7. An itemized landscaping cost estimate including greenbelt and greenbelt ornamental trees, perennials, pond plantings, shrubs, edging, mulch, seed mix and seeded lawn, size 8.5" x 11" (The cost estimate should not include woodland trees, replacement trees or mitigation.)
8. A [Right-Of-Way Permit Application](#)
9. A [Soil Erosion Permit Application](#)
10. An [Other Agencies Checklist](#)
11. [Hazardous Materials Checklist](#)
12. [Nondomestic User Survey](#)

FUTURE STEP: ELECTRONIC STAMPING SET SUBMITAL AND RESPONSE LETTER

After receiving Final Site Plan approval, plans addressing the comments in all the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets. A letter from either the applicant or the applicant's representative addressing comments in this and other review letters and associated charts is to be submitted with the electronic stamping set. This letter should address all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

If required, drafts for all legal documents with a legal transmittal are to be submitted along with stamping sets. Please note that any off-site easements will need to be approved prior to Stamping Set approval.

FUTURE STEP: STAMPING SET APPROVAL

Stamping sets will be required for this project. After having received all the review letters from City staff the applicant should make the appropriate changes on the plans and submit **12 size 24" x 36" copies, folded, with signature and seal (may be electronic)** to the Community Development Department for final Stamping Set approval.


FUTURE STEP: 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, so it is suggested you contact Sarah Marchioni (248.347.0430 or smarchioni@cityofnovi.org) once the Final Site Plan has been approved to begin the Pre-Con checklist. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah.

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 248.347.0547 or jhill@cityofnovi.org.

A handwritten signature in black ink that reads "James Hill". The signature is written in a cursive, flowing style.

James Hill, Planner



PLANNING REVIEW CHART: I-2, General Industrial Zoning District

Review Date: June 10, 2024
Review Type: Combined Preliminary and Final Site Plan Review
Project Name: JSP 24-07 Great Oaks Landscape Building Addition
 50-22-09-300-043; North of 12 Mile Road, West of West Park Drive
Plan Date: April 3, 2024
Prepared by: James Hill, Planner
E-mail: jhill@cityofnovi.org **Phone:** (248) 347-0547

Items in **Bold** need to be addressed by the applicant with next submittal. *Italicized* items should be noted.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted July 27, 2017)</i>	Industrial Research Development and Technology	Industrial Office	Yes	
Zoning <i>(Effective January 8, 2015, as amended)</i>	I-2: General Industrial District	No Change	Yes	
Uses Permitted <i>(Sec 3.1.19.B & C)</i>	Sec. 3.1.19.B Permitted Uses Sec. 3.1.19.C Special Land Uses	Office expansion	Yes	
Height, Bulk, Density, and Area Limitations (Sec. 3.1.19.D)				
Frontage on a Public Street <i>(Sec. 5.12)</i>	Frontage on a Public Street is required.	Parcel fronts on West Park Drive and 12 Mile Road	Yes	
Access to a Major Thoroughfare <i>(Sec. 5.13)</i>	Vehicular access shall be provided only to an existing or planned major thoroughfare or freeway service drive OR access driveway on other street type is not across street from existing or planned single-family uses.	Complies	Yes	
Minimum Zoning Lot Size for each Unit in Ac <i>(Sec 3.6.2.D)</i>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space	Complies	Yes	
Minimum Zoning Lot Size for each Unit: Width in Feet		Complies	Yes	
Maximum % of Lot Area Covered <i>(By All Buildings)</i>	<i>(Sec 3.6.2.D)</i>	Complies	Yes	
Building Height <i>(Sec. 3.1.18.D)</i>	60 ft max	Approx. 18 ft.	Yes	
Building Setbacks (Sec. 3.1.19.D)				
Front (East)	100 ft	Complies	Yes	
Side (North)	50 ft	Complies	Yes	
Side (South)	50 ft	Complies	Yes	
Rear (West)	50 ft	Complies	Yes	
Parking Setbacks (Sec. 3.1.19.D) Refer to applicable notes in Sec. 3.6.2				
Front (East)	Not permitted (3.6.2.E)	N/A	Yes	
Side (North)	20 ft	Complies	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Side (South)	20 ft	Complies	NA	
Rear (West)	20 ft	Complies	Yes	
Note to District Standards (Sec. 3.6.2)				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	NA	NA	
Off-Street Parking in Front Yard (Sec 3.6.2.E)	Off-street parking is allowed in front yard if:	NA	NA	
	The site is a minimum 2 acre site			
	Does not extend into the minimum required front yard			
	Cannot occupy more than 50% of the area between min. front yard setback & bldg. setback,			
	Must be screened by brick wall or landscaped berm 2.5 ft tall			
	Lighting compatible with surrounding neighborhood			
Off-Street Parking in Side and Rear Yards (Sec 3.6.2.F)	Off-street parking is allowed in side and rear yards if the site does not abut residential. If it does, additional conditions apply: <ul style="list-style-type: none"> i. shall not occupy more than 50% of side yard area abutting residential ii. parking setback no less than 100 ft from res district 	Not adjacent to residential	NA	
Setback from Residential District - Building (Sec 3.6.2.H)	I-1 and I-2 districts, five (5) feet of horizontal setback for each foot of building height, or one-hundred (100) feet, whichever is greater. (unless separated by a thoroughfare or RR ROW)	Not adjacent to residential	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	Does not apply	NA	
Additional Height (Sec 3.6.2.O)	Additional heights for selected buildings is allowed based on conditions listed in Sec 3.6.2.O	Does not apply	NA	
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per Sec. 5.5.3.	Complies	Yes	
Modification of parking setback requirements (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on conditions listed in Sec. 3.6.2.Q	Not proposed	NA	
Parking and Loading Requirements				
Number of Parking Spaces (Sec. 5.2.12.E, as amended December 26,	Industrial Establishments & Related Offices: 1 space per 700 sf usable floor area OR 5 spaces + 1 space for each 1.5 employees in the largest working shift, whichever is greater.	25 spaces	Yes	Please clarify how many parking spaces are being proposed. Some language on Sheet 1 says 33 but the plans show 25

Item	Required Code	Proposed	Meets Code	Comments
2019)	4,700 sf/700 sf = 7 spaces required			
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	<ul style="list-style-type: none"> - 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping 	Existing spaces being striped. 21 90° parking spaces with 9'8" width and unknown length. Drive aisle width unknown. 2 angled spaces approx. 9'10.5" wide and unknown length	Yes?	<p>Please provide lengths of parking spaces. Please also provide drive aisle width.</p> <p>See Traffic review letter for more detail.</p>
End Islands (Sec. 5.3.12)	<ul style="list-style-type: none"> - End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 ft. wide, have an outside radius of 15 ft., and be constructed 3 ft. shorter than the adjacent parking stall 	No change?	Yes?	<p>Is there a new end island being proposed adjacent to the southern barrier free space? Please dimension if so</p>
Parking stall located adjacent to a parking lot entrance (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	No change	Yes	
Barrier Free Spaces (Barrier Free Code)	1 barrier free space required	2 barrier free spaces provided,	Yes	
Barrier Free Space Dimensions (Barrier Free Code)	<ul style="list-style-type: none"> - 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces 	one that is 10' wide with a 6' wide access aisle and another that is 8'10" wide with an 8' access aisle	Yes	
Barrier Free Signs (Barrier Free Code)	One sign for each accessible parking space.	Provided	Yes	
Minimum number of Bicycle Parking (Sec. 5.16.1)	Bicycle parking shall be required at the time of an enlargement of any principal building by ten (10)	No bicycle parking provided	No	Please provide bicycle parking and details

Item	Required Code	Proposed	Meets Code	Comments
	percent or more; Industrial: Five (5) percent of required automobile spaces, minimum two (2) spaces			
Bicycle Parking General requirements (Sec. 5.16)	No farther than 120 ft. from the entrance being served	Not provided	TBD	
	When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations	NA	NA	
	Spaces to be paved and the bike rack shall be inverted "U" design. Shall be accessible via 6 ft. paved sidewalk	Not provided	TBD	
Bicycle Parking Lot layout (Sec 5.16.6)	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 inches	Not provided	TBD	
Loading Spaces (Sec. 5.4.3)	All loading and unloading operations shall be conducted in the rear yard, except in those instances where: - The Industrial district abuts a residential district, in which case, the conditions of Section 3.14.5 shall apply, or, - An interior side yard is located adjacent to I district, EXPO district, or EXO Overlay district property, loading and unloading may be conducted in that interior side yard when located near the rear of the building. When loading and unloading is to be conducted within an interior side yard, the City may require aesthetic screening of the facility in accordance with the guidelines set forth in Section 5.5.	No change	NA	
Dumpster, Accessory Structures, and Rooftop Equipment (Sec. 4.19)				
Dumpster (Sec 4.19.2.F)	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft. from property line. Away from Barrier free Spaces	No dumpster shown, but assumed to be elsewhere on property	NA	
Dumpster	- Screened from public view	No change	NA	

Item	Required Code	Proposed	Meets Code	Comments
Enclosure (Sec. 21-145. (c) Chapter 21 of City Code of Ordinances)	<ul style="list-style-type: none"> - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. Screening Materials: Masonry, wood or evergreen shrubbery			
Roof top equipment and wall mounted utility equipment (Sec. 4.19.2.E.ii)	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	No rooftop equipment proposed on addition	Yes	
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	No rooftop equipment proposed on addition	Yes	
Building Code and Other Requirements				
Woodlands (City Code Ch. 37)	Replacement of removed trees	None	NA	
Wetlands (City Code Ch. 12, Art. V)	Mitigation of removed wetlands at ratio of 1.5:1 emergent wetland, 2:1 for forested wetlands	None	NA	
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	
Economic Impact Information	<ul style="list-style-type: none"> - Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known) 	Not provided	TBD	Provide prior to Planning Commission Meeting.
Building Exits	Building exits must be connected to sidewalk system or parking lot.	Provided	Yes	
Phasing	All projects must be completed within two years of the issuance of any starting permit or phasing plan should be provided	Not proposed	NA	
Other Permits and Approvals				

Item	Required Code	Proposed	Meets Code	Comments
Development/ Business Sign (City Code Sec 28.3)	The leading edge of the sign structure shall be a minimum of 10 ft. behind the right-of-way. Entranceway shall be a maximum of 24 square feet, measured by completely enclosing all lettering within a geometric shape. Maximum height of the sign shall be 5 ft.	Does not apply at this time	NA	Contact Ordinance at 248.7735-5678 or OrdinanceEnforcement@cityofnovi.org for more information.
Project & Street Naming Committee	Some projects may need approval from the Street & Project Naming Committee	Project name provided	Yes	
Planning Commission Findings for Permitted Uses				
Adjacent Residential uses (Sec. 3.14.3.A)	Protecting current and future residential uses from development impact			
Long term truck parking (Sec. 3.14.3.B)	Long-term delivery truck parking is not permitted	NA	NA	
Performance standards (Sec 3.14.3.C)	The lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent of the article and performance standards of Section 5.14	Fire and Hazardous Chemical survey not provided	Yes?	Please submit this survey with next submittal
Storage and/or use of material (Sec. 4.13.3.D)	The storage and/or use of any volatile, flammable or other materials shall be fully identified in application and shall comply with any city ordinances regarding toxic or hazardous materials	Checklist not provided	Yes?	Please submit checklist with next submittal
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Photometric plan not provided	TBD	Please indicate if there are any proposed changes to the lighting onsite. If none, a photometric plan will not be required. If there is lighting proposed on the addition, please show those on the elevations
Lighting Plan (Sec. 5.7.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures		TBD	See above
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Elevation drawings do not show fixtures	TBD	Please show lighting fixtures on elevation drawings if they are proposed

Item	Required Code	Proposed	Meets Code	Comments
Lighting Standards (Sec. 5.7.A.2.ii)	Specifications for all proposed & existing lighting fixtures	Not provided	TBD	See above
	Photometric data	Not provided	TBD	
	Fixture height	Not provided	TBD	
	Mounting & design	Not provided	TBD	
	Glare control devices (Also see Sec. 5.7.3.D)	Not provided	TBD	
	Type & color rendition of lamps	Not provided	TBD	
	Hours of operation	Not provided	TBD	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Not provided	TBD	
Max Height (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses	Not provided	TBD	
Standard Notes (Sec. 5.7.3.B)	<ul style="list-style-type: none"> - Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation 	Not provided	TBD	
Security Lighting (Sec. 5.7.3.H)	<ul style="list-style-type: none"> - All fixtures shall be located, shielded and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred - Lighting for security purposes shall be directed only onto the area to be secured. 	Not provided	TBD	
Average Light Levels (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Not provided	TBD	
Color Spectrum Management (Sec. 5.7.3.F)	For all permanent lighting installations – minimum Color Rendering Index of 70 and Correlated Color Temperature of no greater than 3000 Kelvin	Not Indicated	TBD	
Min. Illumination (Sec. 5.7.3.L)	Parking areas: 0.2 min		TBD	
	Loading & unloading areas: 0.4 min		TBD	
	Walkways: 0.2 min		TBD	

Item	Required Code	Proposed	Meets Code	Comments
	Building entrances, frequent use: 1.0 min		TBD	
	Building entrances, infrequent use: 0.2 min		TBD	
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.L)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle		TBD	

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

6/12/2024

Engineering Review

Great Oaks Landscape Building Addition
JSP24-0007

APPLICANT

Great Oaks Landscaping

REVIEW TYPE

Preliminary and Final Site Plan

PROPERTY CHARACTERISTICS

- Site Location: North Side of 12 Mile Road west of West Park Drive.
- Site Size: 19.2 acres
- Plan Date: 3/25/2024
- Design Architect: David Lubin Architects LLC

PROJECT SUMMARY

- Construction of an approximately 1,700 square-foot building addition and 2 ADA parking spaces.
- No changes proposed to water main, sanitary sewer, or storm water management plan.

RECOMMENDATION

Approval of the Preliminary Site Plan is recommended, and approval of the Final Site Plan is not recommended until the following items are addressed at time of revised Final site plan submittal:

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 Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#) with the following items to be addressed at the time of revised Final Site Plan Submittal:

General

1. Provide a minimum of two ties to established section or quarter section corners.
2. Provide at least two reference benchmarks at intervals no greater than 1,200 feet. At least one referenced benchmark must be a City-established benchmark, refer to [City of Novi Survey Benchmarks Arch Map](#).
3. A sheet index shall be provided on the cover sheet.
4. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
5. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for paving (2 sheets). The most updated details can be found on the City's website under [Engineering Standards and Construction Details](#).
6. The [Non-Domestic User Survey Form](#) for sanitary sewer flow shall be submitted to the City so it can be forwarded to Oakland County.
7. The County is planning on widening 12 Mile Road at this location. It is requested at this time that the applicant dedicate the ROW on 12 Mile Road. If you would like to dedicate the 90-foot ROW label that portion of 12 Mile as proposed ROW on next submittal.
8. Provide a traffic control sign table listing the quantities of each **permanent** sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
9. The grading and SESC sheets shall show the tree fence at least as far from the trunk as the critical root zone, defined as a circular area around a tree with a radius measured to the tree's longest dripline radius plus one (1) foot. No grading shall occur within the dripline. If the critical root zone is not fully protected, then replacements for that tree may be required.

Water Main

10. Add a note stating that no changes are proposed to the existing water main, indicate if any changes are proposed to building lead. Show lead location.

Irrigation Comments

11. Indicate if there is an existing irrigation system or if a new system is proposed.

Sanitary Sewer

12. Show existing sanitary lead location, indicate if any changes are proposed to sanitary sewer.

13. Indicate if new building addition will require additional sanitary lead.

Storm Sewer

14. Show any existing storm sewer in the parking lot, if there is no existing storm sewer show spot grades to show how parking lot drains.

Paving & Grading

15. Provide a construction materials table on the Paving Plan listing the quantity. Refer to city sidewalk detail or provide sidewalk cross section detail.
16. Add note that the pathway cross-section will have a maximum cross-slope of 2%.
17. Provide spot elevations at the intersection of the proposed pathway with the existing pathway.
18. Label specific ramp locations on the plans where the detectable warning surface is to be installed. Indicate if there is an existing detectable warning plate.
19. Provide spot grads to show that existing ramp meets ADA standards, verify the slopes along the ingress/egress routing to the building from the barrier-free stalls. All barrier-free stalls shall comply with Michigan Barrier-Free regulations.
20. Provide existing and proposed contours on the Grading Plan at the time of the revised Final Site Plan submittal.
21. Provide at least 3-foot of buffer distance between the sidewalk and any fixed objects, including hydrants and irrigation backflow devices. Include a note on the plan where the 3-foot separation cannot be provided.
22. Per MDOT Special Provision for Crushed Concrete, the use of crushed concrete is prohibited on the project within 100 feet of any water course (stream, river, county drain, etc.) and lake, regardless of the application of location of the water course or lake relative to the project limits. Add note to use 21AA crushed limestone base for any pavement within 100 feet of the drain on site.
23. Provide additional spot grades as necessary to demonstrate that a minimum 5-percent slope away from the building is provided for a minimum distance of ten feet around the perimeter of the building.
24. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.
25. Label the parking stall length, provide parking lot dimensions. Indicate which parking spaces will be restriped and which will remain.

Flood Plain

26. No floodplain on site.

Soil Erosion and Sediment Control

27. A SESC permit is required. A full review has not been completed at this time. A review will be done when a completed packet is submitted to Sarah Marchioni at Community Development.

Off-Site Easements

28. No off-site easements anticipated.

The following must be submitted with the revised Final Site Plan Submittal:

29. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**
30. An itemized construction cost estimate must be submitted to the Community Development Department 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 estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving (square yardage, should include number do detectable warning plates), right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pre-treatment structure and restoration).

The following must be submitted with the Stamping Set if ROW dedication is proposed:

31. A draft copy of the warranty deed for the additional proposed 90-foot-wide right-of-way along 12 Mile Road must be submitted for review and acceptance by the City.

The following must be addressed prior to construction:

32. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430). **Be advised that scheduling the pre-construction meeting can take 2-4 weeks.**
33. 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 required). No fee is required for this permit.
34. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any onsite utilities. Contact Ted Meadows at 248-844-5400 for more information.
35. Construction inspection fees in the amount of **\$3,850.00** must be paid to the Community Development Department. ****fees are subject to change.**
36. Legal escrow fees in the amount of **\$TBD** must be deposited with the Community Development Department. **All unused escrow will be returned to the payee at the end of the project** (except for escrows that are \$50 or less). This amount includes engineering legal fees only. There may be additional legal fees for planning legal documents. ****fees are subject to change. Only needed if ROW is being dedicated.**

37. A street sign financial guarantee in the amount of **\$800.00** (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
38. A traffic control inspection fee of **\$TBD** must be paid to Community Development. This fee is the inspection of traffic control items such as signs, striping, curbs, parking stalls, sidewalk, detectable warning surfaces, and temporary pavement markings.
39. A [Soil Erosion Control Permit](#) must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.
40. An NPDES permit must be obtained from EGLE since the site is over 5 acres in size. EGLE may require an approved SESC plan to be submitted with the Notice of Coverage.

The following must be addressed prior to issuance of a Temporary Certificate of Occupancy (TCO) approval for the development:

41. The amount of the incomplete site work performance guarantee for any outstanding site improvement items (limited to top course of pavement and other minor items), is calculated at 1.2 times the amount required to complete the site improvements (as specified in the Performance Guarantee Ordinance).
42. All easements and agreements referenced above must be executed, notarized and approved by the City Attorney and Engineering Division.
43. Submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties signing the Easement and Bill of Sale documents have the legal authority to do so. Please be sure that all parties of interest shown on the title policy (including mortgage holders) either sign the easement documents themselves or provide a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.
44. Provide a warranty deed for the additional proposed road right-of-way along 12 Mile Road for acceptance by the City. This is only required if ROW dedication is proposed.

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.

Engineering Review of Preliminary & Final Site Plan

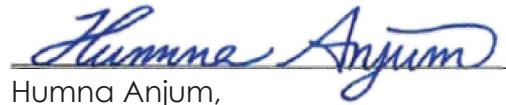
Great Oaks Landscape Building Addition

JSP24-0007

06/12/2024

Page 6 of 6

Please contact Humna Anjum at (248)735-5632 or email at hanjum@cityofnovi.org with any questions.

A handwritten signature in blue ink that reads "Humna Anjum". The signature is written in a cursive style and is positioned above a horizontal line.

Humna Anjum,
Project Engineer

cc: James Hill, Community Development
Ben Nelson, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT
May 28, 2024
Great Oaks Landscaping
Preliminary/Final Site Plan - Landscaping

Review Type

Combined Preliminary/Final Site Plan Landscape Review

Job #

JSP24-0007

Property Characteristics

- Site Location: 28025 Samuel Linden Court
- Site Acreage: 19.12 ac.
- Site Zoning: I-2
- Adjacent Zoning: North, West: I-2, East: OST/I-1, South: I-1
- Plan Date: 4/3/2024

Ordinance Considerations

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

RECOMMENDATION:

This project is **recommended for Preliminary Site Plan approval but not Final Site Plan approval**. Please make the revisions requested below on revised Final Site Plans. Unless other reviewers need revised printed sets, the changes can be made on an electronic set.

NO LANDSCAPE DEVIATIONS ARE REQUIRED FOR THE PROPOSED LAYOUT.

PLEASE ADD THE CITY PROJECT NUMBER, JSP24-0007, TO THE BOTTOM RIGHT CORNER OF THE SET COVER SHEET.

Ordinance Considerations

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

1. Existing trees are indicated but are not identified
2. No wetland or regulated woodland are in the area of the project.
- 3. Please identify the existing trees and show any existing shrubs.**

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

The project is not adjacent to residential property so no screening buffer is required.

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

The project does not face either 12 Mile Road or West Park Drive and does not impact the greenbelt so no additional greenbelt landscaping is required.

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

1. The project does not increase the size of the parking lot and adds landscaping to the island closest to the building.

- 2. It would be preferable to add a deciduous canopy tree in the parking lot island to provide more shade for the lot instead of the witch-hazel.**

Foundation landscaping (Zoning Sect 5.5.3.D)

1. Calculations are provided and indicate that the required landscaping is provided.
- 2. Please add labels to the landscape areas to show each area's SF for verification of the calculation.**

Plant List (LDM 4, 10)

- 1. Please provide a plant list that includes the scientific name of the plants on the revise Final Site Plans.**
- 2. Please do not use myrtle as it is on the City's Prohibited Species list (attached with this review)**
Please use species native to Michigan for at least 50% of the species used (currently, depending on the species of witch-hazel used, there are either 0 or 1 native species used).

Planting Notations and Details (LDM 10)

1. Not provided
2. As the applicant installs plants as part of their business and it is assumed that they will install the plantings for this site, no details are required.

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

1. As the addition is fairly small, it's not likely that any additional stormwater detention will be required.
- 2. If a new pond or an expansion of an existing pond is required, the new area should be landscaped per the current ordinance.**

Irrigation (LDM 10)

- 1. If an irrigation system will be used, a plan for it must be provided with Final Site Plans.**
- 2. If alternative means of providing water to the plants for their establishment and long-term survival, information regarding that is also required with Final Site Plans.**
- 3. If an existing system will be extended to cover the new plantings, please add a note to that effect to the landscape plans. In that case an actual plan will not be required.**

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.



Rick Meader – Landscape Architect

Table 10.c – Prohibited Plants

Botanical Name	Common Name	Plant Type
<i>Acer negundo</i>	Boxelder	Deciduous Subcanopy Tree
<i>Acer platanoides</i>	Norway Maple	Deciduous Canopy Tree
<i>Acer saccharinum</i> **	Silver Maple	Deciduous Canopy Tree
<i>Ailanthus altissima</i>	Tree-Of-Heaven	Deciduous Canopy Tree
<i>Alnus glutinosa</i>	Black Alder	Deciduous Canopy Tree
<i>Berberis spp.</i>	Barberry	Small shrub
<i>Celastrus orbiculatus</i>	Round-Leaved Bittersweet	Vine
<i>Coronilla varia</i>	Crown Vetch	Perennial / Grass
<i>Echinochloa crus-galli</i>	Barnyard Grass	Perennial / Grass
<i>Elaeagnus umbellata</i>	Autumn Olive	Large Shrub
<i>Ginkgo biloba</i> (female)	Ginkgo (female)	Deciduous Canopy Tree
<i>Gypsophila paniculata</i>	Baby's Breath	Perennial / Grass
<i>Hypericum perforatum</i>	Common St. Johns-Wort	Small Shrub
<i>Iris pseudacorus</i>	Water Flag	Perennial / Grass
<i>Ligustrum spp.</i>	Privet	Small shrub
<i>Lonicera japonica</i>	Japanese Honeysuckle	Large Shrub
<i>Lonicera maackii</i>	Amur Honeysuckle	Large Shrub
<i>Lonicera tatarica</i>	Tartarian Honeysuckle	Large Shrub
<i>Lythrum salicaria</i>	Purple Loosestrife	Perennial / Grass
<i>Melilotus alba</i>	White Sweet Clover	Perennial / Grass
<i>Melilotus officinalis</i>	Yellow Sweet Clover	Perennial / Grass
<i>Morus alba</i>	White Mulberry	Deciduous Canopy Tree
<i>Polygonum persicaria</i>	Spotted Lady's Thumb	Perennial / Grass
<i>Populus alba</i>	White Poplar	Deciduous Canopy Tree
<i>Populus deltoides</i>	Eastern Cottonwood	Deciduous Canopy Tree
<i>Populus nigra</i>	Black Poplar	Deciduous Canopy Tree
<i>Populus tremuloides</i>	Quaking Aspen	Deciduous Canopy Tree
<i>Pyrus calleryana</i>	Flowering Pear	Deciduous Canopy Tree
<i>Rhamnus cathartica</i>	Common Buckthorn	Large Shrub
<i>Rhamnus frangula</i>	Glossy Buckthorn	Large Shrub
<i>Rhamnus frangula angustifolia</i>	Narrow-Leaved Glossy Buckthorn	Large Shrub
<i>Ribes americanum</i>	Wild Black Current	Small Shrub
<i>Robinia pseudoacacia</i>	Black Locust	Deciduous Subcanopy Tree
<i>Rosa multiflora</i>	Japanese Rose	Large Shrub
<i>Salix alba</i> **	White Willow	Deciduous Canopy Tree
<i>Salix babylonica</i> **	Weeping Willow	Deciduous Canopy Tree
<i>Salix nigra</i> **	Black Willow	Deciduous Canopy Tree
<i>Ulmus americana</i> *	American Elm	Canopy Deciduous Tree
<i>Ulmus pumila</i>	Siberian Elm	Canopy Deciduous Tree
<i>Vinca minor</i>	Common Periwinkle	Groundcover

TRAFFIC REVIEW



AECOM
 39575 Lewis Dr, Ste. 400
 Novi
 MI, 48377
 USA
 aecom.com

Project name:
 JSP24-07 – Great Oaks Landscape Building
 Addition PSP/FSP Traffic Review

From:
 AECOM

Date:
 June 10, 2024

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

CC:
 Lindsay Bell, James Hill, Heather Zeigler, Humna
 Anjum, Diana Shanahan, Adam Yako, Dan Commer

Memo

Subject: JSP24-07 – Great Oaks Landscape Building Addition Combined Preliminary/Final Traffic Review

The combined preliminary and final site plan was reviewed to the level of detail provided and AECOM recommends **approval** of the preliminary plans and **denial** of the final plans until the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, Great Oaks Landscaping, is proposing an addition to their existing building and parking lot striping.
2. The development is located on Samuel Linden Court, on the north side of Twelve Mile Road. Samuel Linden Court is a private, gravel road and Twelve Mile Road is under the jurisdiction of the Road Commission of Oakland County.
3. The site is zoned I-2 (General Industrial).
4. There are no traffic related deviations required at this time.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as follows.

ITE Code: 818 – Nursery (Wholesale)
 Development-specific Quantity: 4,700 SF
 Zoning Change: N/A

Trip Generation Summary	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	11	N/A	100	No
PM Peak-Hour Trips	25	N/A	100	No
Daily (One-Directional) Trips	127	N/A	750	No

2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City’s threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	Justification

None	N/A
------	-----

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii O Figure IX.3	N/A	-	No changes proposed.
2	Driveway Width O Figure IX.3	N/A	-	No changes proposed.
3	Driveway Taper O Figure IX.11	N/A	-	No changes proposed.
3a	Taper length			
3b	Tangent			
4	Emergency Access O 11-194.a.19	N/A	-	No changes proposed.
5	Driveway sight distance O Figure VIII-E	N/A	-	No changes proposed.
6	Driveway spacing	N/A	-	No changes proposed.
6a	Same-side O 11.216.d.1.d			
6b	Opposite side O 11.216.d.1.e			
7	External coordination (Road agency)	N/A	-	No changes proposed.
8	External Sidewalk Master Plan & EDM	N/A	-	No changes proposed.
9	Sidewalk Ramps EDM 7.4 & R-28-K	N/A	-	No changes proposed.
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	N/A	-	No changes proposed.
12	Trash receptacle ZO 5.4.4	N/A	-	No changes proposed.
13	Emergency Vehicle Access	N/A	-	No changes proposed.
14	Maneuvering Lane ZO 5.3.2	N/A	-	No changes proposed.
15	End islands ZO 5.3.12	N/A	-	No changes proposed.
15a	Adjacent to a travel way			
15b	Internal to parking bays			
16	Parking spaces ZO 5.2.12	25 proposed		See Planning review letter.
17	Adjacent parking spaces ZO 5.5.3.C.ii.i	<15 spaces per row	Met	

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
18	Parking space length ZO 5.3.2	Not dimensioned	Not Met	Dimension length of parking space.
19	Parking space Width ZO 5.3.2	8'-6", 9'-8"	Partially Met	9' is the required width. The applicant could reduce the width of the accessible space and aisle on the SW side of the building, as they exceed the required width.
20	Parking space front curb height ZO 5.3.2	N/A	-	No changes proposed.
21	Accessible parking – number ADA	1 required, 2 proposed	Met	
22	Accessible parking – size ADA	Dimensioned	Met	
23	Number of Van-accessible space ADA	1 required, 1 proposed	Met	
24	Bicycle parking			
24a	Requirement ZO 5.16.1	2 required, none proposed	Inconclusive	Verify with City if bicycle parking will be required for this addition or if there is existing parking.
24b	Location ZO 5.16.1	None proposed	Inconclusive	
24c	Clear path from Street ZO 5.16.1	None proposed	Inconclusive	
24d	Height of rack ZO 5.16.5.B	None proposed	Inconclusive	
24e	Other (Covered / Layout) ZO 5.16.1	None proposed	Inconclusive	
25	Sidewalk – min 5' wide Master Plan	Existing and 6' proposed	Met	
26	Sidewalk ramps EDM 7.4 & R-28-K	1 ramp indicated	Partially Met	Include detail for proposed ramp.
27	Sidewalk – distance back of curb EDM 7.4	N/A	-	No changes proposed.
28	Cul-De-Sac O Figure VIII-F	N/A	-	
29	EyeBrow O Figure VIII-G	N/A	-	
30	Turnaround ZO 5.10	N/A	-	
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes MMUTCD	Included	Met	
33	Signing table: quantities and sizes	Table not included but 2 proposed signs labeled on site plan and detail included	Met	

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Square post proposed	Not Met	Revise label in future submittal.
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	N/A	-	
36	Sign bottom height of 7' from final grade MMUTCD	6'	Not Met	7' required.
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign MMUTCD	Not included	Not Met	Include note in future submittal.
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Not included	Not Met	Include note in future submittal.
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Not included	Not Met	Include note in future submittal.
40	Parking space striping notes	Partially included	Partially Met	Indicate color of standard 4" pavement markings.
41	The international symbol for accessibility pavement markings ADA	Not included	Not Met	Include detail in future submittal.
42	Crosswalk pavement marking detail	N/A	-	
43	Any Other Comments:			

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

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

Sincerely,

AECOM



Paula K. Johnson, PE
Senior Transportation Engineer



Saumil Shah, PMP
Project Manager

FAÇADE REVIEW



June 5, 2024

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

Façade Ordinance Status:
Approved, Section 9 Waiver Recommended

Re: FACADE ORDINANCE
Great Oaks Landscape Building Addition, JSP24-07
 Façade Region: 1, Zoning District: I-1

Dear Ms. McBeth;

The following Façade Review is based on the drawings by David Lubin Architects dated 3/5/24. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the right-hand column. Materials in non-compliance with the Façade Schedule are highlighted in bold.

	North	South	East	West	Ordinance Maximum (Minimum)
Brick (Existing and Proposed)	40%	Unaltered	63%	67%	100% (30%)
Exposed Aggregate Precast (Existing)	0%	Unaltered	27%	24%	0%
Standing Seam Roof	60%	Unaltered	0%	0%	25%
Fiber Cement Panels (Vertical Pattern)	0%	Unaltered	10%	9%	25%

Façade Ordinance Section 5.15

This project consists of an addition as described in Section 5.15.7 of the Façade Ordinance. As shown above the percentage of Stand Seam Roof and Exposed Aggregate Precast exceeds the maximum amount allowed by the Ordinance. In this case the Exposed Aggregate Precast is an existing material and the Standing Seam Roof enhances the overall design. Therefore, it is our recommendation that the design is consistent with the intent and purpose of the Ordinance and that a Section 9 Waiver be granted for the aforementioned deviations.

Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. 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>.
2. RTU Screening - It should be noted that all roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance.

If you have any questions regarding this review, please do not hesitate to call.

Sincerely,
DRN & Associates, Architects, PC



Douglas R. Necci, AIA

FIRE REVIEW



June 3, 2024

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
James Hill – Plan Review Center
Heather Zeigler – Plan Review Center
Dan Commer – Plan Review Center
Diana Shanahan – Planning Assistant

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

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Victor Cardenas

Director of Public Safety
Chief of Police
Erick W. Zinser

Fire Chief
John B. Martin

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
Todd Seog

RE: Great Oaks Landscaping Building addition

PSP# 24-0030
Pre-App23-36

Project Description:

New building addition

Comments:

Meets Fire Departments Standards

Recommendation:

Approved

Sincerely,

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

cc: file

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

cityofnovi.org

RESPONSE LETTER



Great Oaks Landscape
28025 Samuel Linden Ct
Novi, MI 48377
Phone: (248) 349-8555
Fax: (248) 449-4925

September 18, 2024

City of Novi
Community Development Dept.
Planning Division
45175 10 Mile Road
Novi, Mi 48375
Attn: Barb McBeth

RE: GREAT OAKS LANDSCAPE – JSP 24-07 OFFICE ADDITION EXPANSION

Dear Barb,

We are pleased to provide the following responses to the planning review comments dated June 10, 2024, for the Great Oaks Landscape Office Addition:

PLANNING REVIEW:

- Item #2 - We have received approval from DRN Associates for a section 9 facade waiver for the overage of the standing seam roof.
- Item #3 - The lengths of the parking spaces has been detailed on the site plan.
- Item #4 - There will be no actual island adjacent to the Southwest HC parking space only striping will designate this area.
- Item #5 - We have provided the location of the bicycle rack along the Northwest side of the building addition.

PARKING AND LOADING REQUIRMENTS:

- We have provided a total of 25 parking spaces – 2 for HC and 23 regular spaces.
- All parking spaces have been dimensioned.
- No island will be proposed at the West end of South parking area.
- Bicycle rack is shown on plans.

BUILDING CODE REQUIREMENTS:

- Estimated cost of building and site improvements is included.

PLANNING COMMISSION FINDINGS:

- There are no hazardous or chemicals within the existing building or proposed addition.

LIGHTING:

- There are no proposed lighting changes to be included on the exterior of the proposed building addition.

ENGINEERING REVIEW:

- The control point and benchmarks have been provided.
- The notes that all work will conform to Novi standards has been added.
- We will prepare a non-domestic user survey form for sanitary sewer flow if applicable, as we are not anticipating changing the existing sewer for the building addition.
- Considering the widening of 12 Mile Road is still in the design stages with the Road Commission for Oakland County, we can't review or show any easements or proposed R.O.W. at this time. This is a separate issue and unrelated to the building addition.
- We have shown 2 HC parking signs on the site plan.
- Tree fencing and silt fencing has been shown on the erosion control plan.
- The existing irrigation system will be extended to cover all new plantings and lawn areas.
- There are no changes to the existing sanitary sewer lead.
- There are no existing storm sewers or proposed storm sewers shown on the plans.
- The construction materials, sidewalk cross sections have been provided.
- All spot grade elevations for asphalt paving and sidewalks have been shown.
- The HC ramp with detectable warning surface is shown.
- The HC ramp and ingress/egress routes with spot grade elevations have been shown to meet ADA standards.
- All existing contours and proposed spot grade elevations are shown on the site plan.
- The detail for the new sidewalk shown on the site plan indicates that 21AA Limestone is specified for the base material.

LANDSCAPE REVIEW:

- All existing and proposed trees, shrubs and perennials have been shown on the landscape plan.
- The Witch hazel remains as it really will not provide any shade for parking spaces.
- All landscape areas have the square footages shown.
- Plant list has been included to show quantity and sizes of proposed plants.
- We have included more native species of proposed plants.
- No expansion of the existing pond is proposed.
- A note on the landscape plan to extend the existing irrigation to cover all new plantings.

Please review our responses and feel free to contact me to review and discuss if necessary.

We look forward to meeting with you and the planning commission to submit our plans for preliminary and final site plan review.

Regards,

A handwritten signature in black ink, appearing to read "Richard S. Tuttle". The signature is fluid and cursive, with the first name "Richard" being the most prominent.

Richard S. Tuttle
Vice President
Commercial Sales