



LAKESHORE PARK PICNIC SHELTER JSP16-70

LAKESHORE PARK PICNIC SHELTER JSP 16-70

Approval at the request of City of Novi for approval of Preliminary Site Plan for Lakeshore park Picnic shelter, JSP 16-70. The subject property is located in Section 3, south of South Lake Drive and west of Old Novi Road. The applicant is proposing to construct approximately 630 square feet picnic shelter for Lake Shore Park.

Required Action

Approval of the Preliminary Site Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	12-2-16	• Items to be addressed on the final site plan submittal
Engineering	Approval recommended	12-2-16	• Items to be addressed on stamping sets
Landscaping	Approval recommended	12-2-16	• Items to be addressed on stamping sets

Motion sheet

Approval – Preliminary Site Plan

In the matter of Lakeshore Picnic Shelter JSP 16-70, motion to **approve** the Preliminary Site Plan based on and subject to the following:

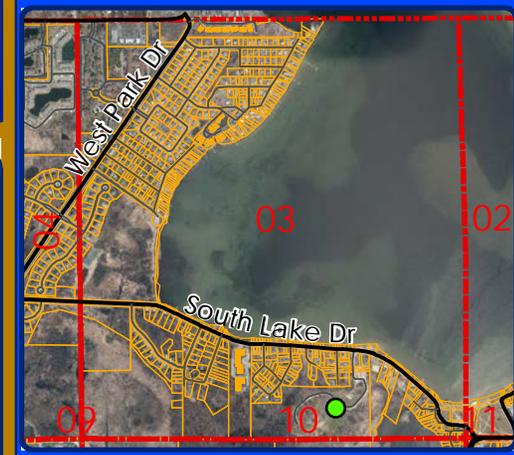
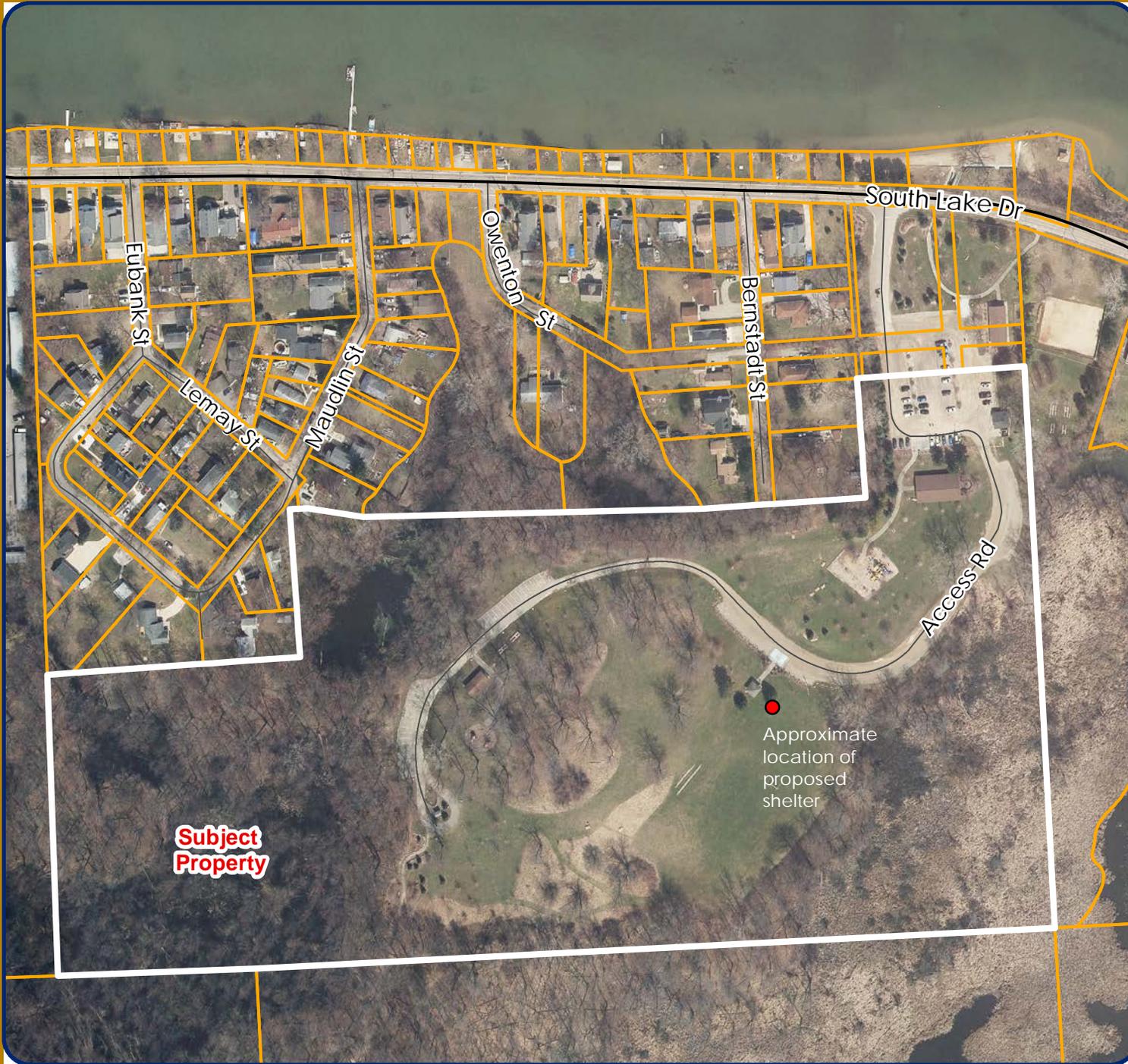
- a. The findings of compliance with Ordinance standards in the staff review letter and the conditions and the items listed in that letter being addressed.

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

MAPS
Location
Zoning
Future Land Use
Natural Features

16-70 Lakeshore Park Picnic Shelter

Location



LEGEND
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: 12/2/16
Project: 16-70 Lakeshore Park Picnic Shelter
Version #: 1

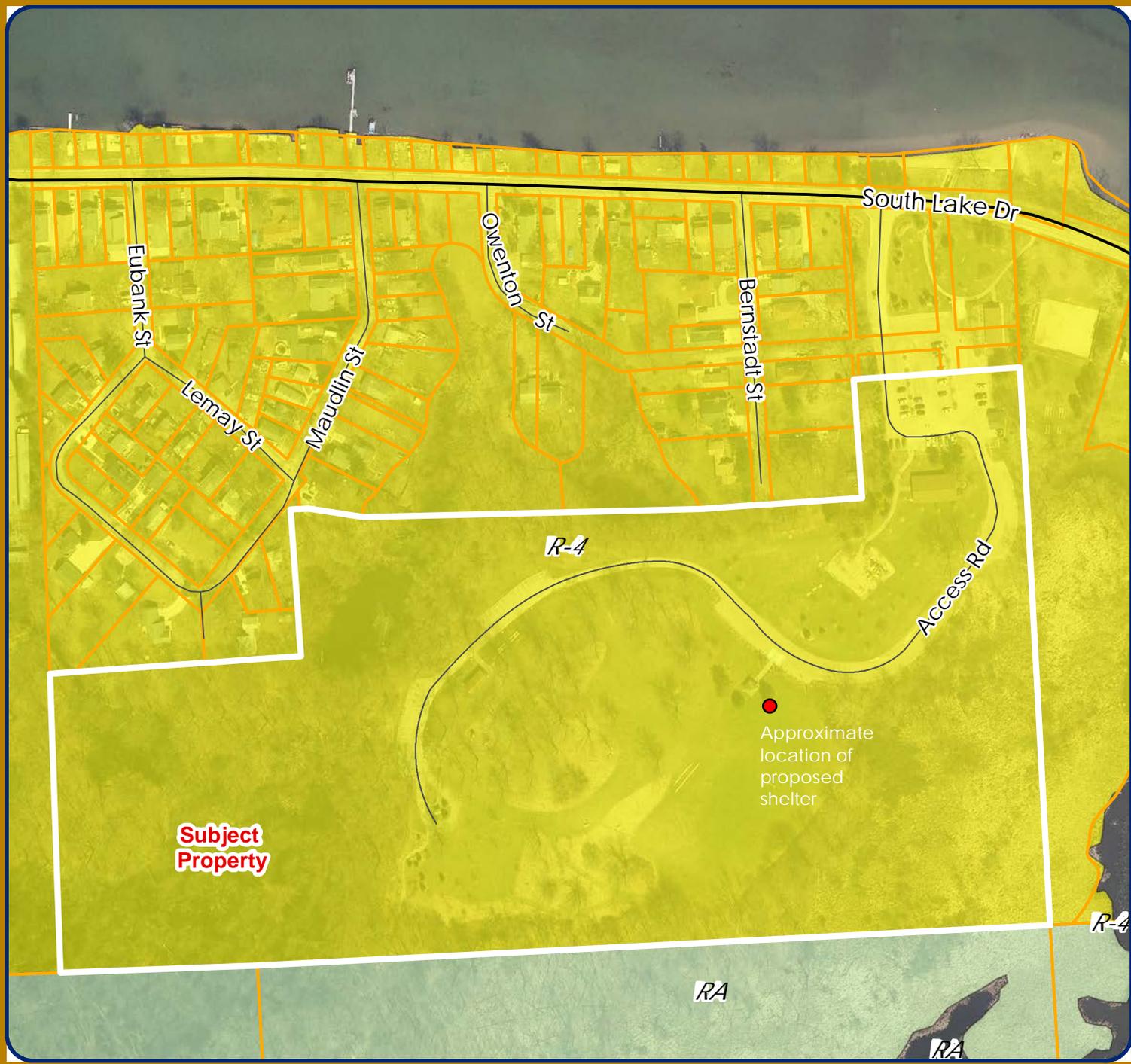


MAP INTERPRETATION NOTICE

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.

16-70 Lakeshore Park Picnic Shelter

Zoning



- LEGEND**
- R-A: Residential Acreage
 - R-1: One-Family Residential District
 - R-2: One-Family Residential
 - R-4: One-Family Residential District
 - RM-1: Low-Density Multiple Family
 - B-2: Community Business District
 - B-3: General Business District



City of Novi
 Dept. of Community Development
 City Hall / Civic Center
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16-70 Lakeshore Park Picnic Shelter

Future Landuse



LEGEND

FUTURE LAND USE

- Single Family
- Multiple Family
- Local Commercial
- Public
- Public Park
- Private Park



City of Novi

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1 inch = 242 feet



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16-70 Lakeshore Park Picnic Shelter

Natural Features



- LEGEND**
- WETLANDS
 - WOODLANDS



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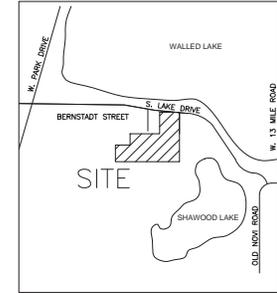


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SITE PLAN

(Full plan set available for viewing at the Community Development Department.)



LOCATION MAP
 NO SCALE

PRELIMINARY
 NOT FOR CONSTRUCTION

Client: _____

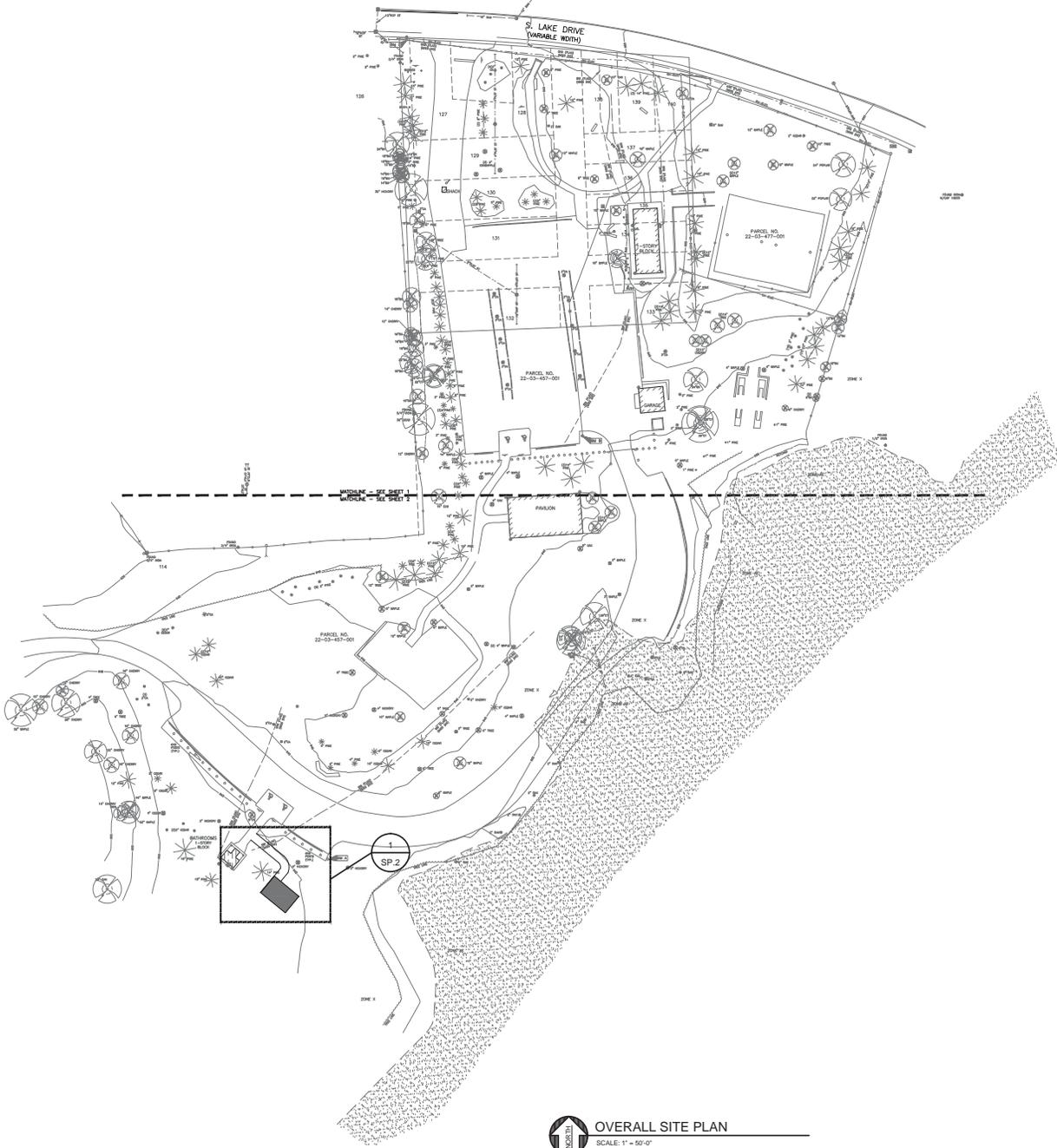
Project Title:
**LAKESHORE PARK
 SHELTER**

Date: _____ Issued for: _____

Drawn: _____ Designed: _____
 Checked: _____ Approved: _____
 CAD Drawing File:
 Copyright © 2015
 NSA Architects, Engineers, Planners
 Project Number: **216404.00**

Sheet Title:
**OVERALL SITE
 PLAN**

Sheet Number: **SP-1**



OVERALL SITE PLAN
 SCALE: 1" = 50'-0"

BENCHMARKS

BM A
 RAILROAD SPIKE ON THE EAST SIDE OF A
 UTILITY POLE LOCATED APPROX. 87'.
 +/- EAST OF THE BATHROOMS.
 ELEV. - 942.69

BM B
 BOLT IN THE NORTHEAST SIDE OF THE
 LIGHT POLE BASE LOCATED ON THE
 SOUTH SIDE OF THE GRAVEL PARKING
 LOT, APPROX. 57 +/- NORTHEAST OF
 THE PAVILION
 ELEV. - 943.15

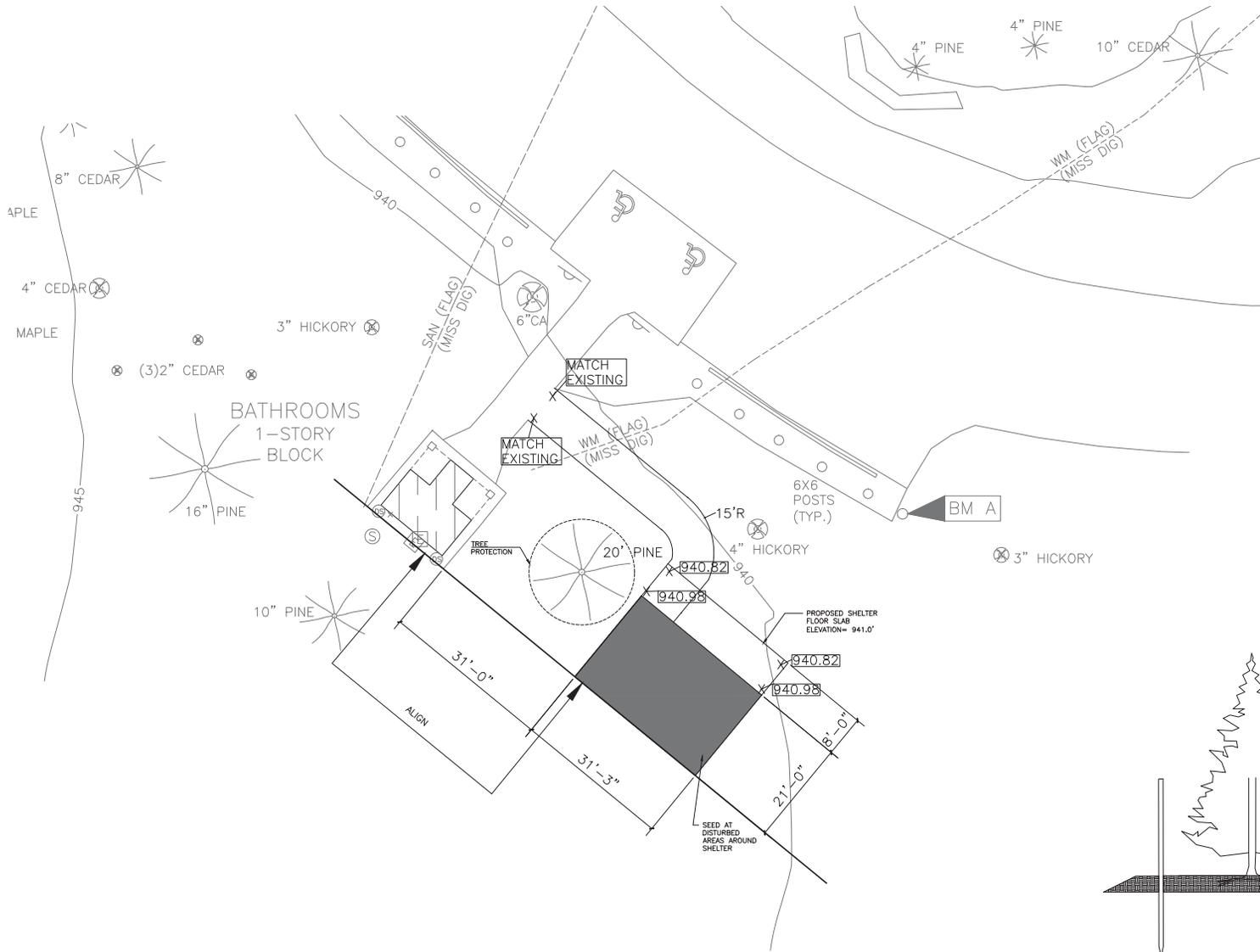
BM C
 NAIL ON THE NORTHEAST SIDE OF A
 UTILITY POLE LOCATED ON THE SOUTH
 SIDE OF S. LAKE DRIVE, APPROX. 10'
 +/- WEST OF THE PARK
 ELEV. - 938.43

PRELIMINARY
NOT FOR CONSTRUCTION

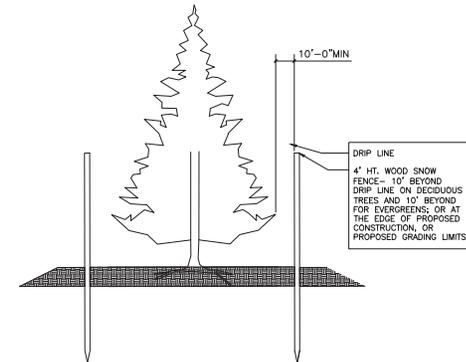
Client:

Project Title:
**LAKESHORE PARK
SHELTER**

Date: Issued for:



SHELTER INFORMATION
SIZE 31'-3" x 21'-0" = 657.3 SE
HEIGHT 15'-8" AT PEAK OF ROOF
14'-5" AT EAVES
OPEN-SIDED (NO WALLS)



4' HT PROTECTIVE WOOD SNOW FENCE- METAL STAKES
8' O.C. MAXIMUM. PLACE NO CLOSER THAN 10" FROM
DRIP LINE OF PRESERVED TREE OR AS NOTED ON
PLANS. STORE NO MATERIALS WITHIN THE SNOW FENCE
AREA. SNOW FENCE TO BE TAKEN DOWN ONLY UNDER
THE DIRECTION OF THE ARCHITECT.

TREE PROTECTION DETAIL
NO SCALE

SHELTER LAYOUT
SCALE: 1" = 10'-0"

Drawn: _____ Designed: _____
Checked: _____ Approved: _____
CAD Drawing File:
Copyright © 2015
NSA Architects, Engineers, Planners
Project Number: **216404.00**

Sheet Title:
SHELTER LAYOUT

Sheet Number: **SP-2**

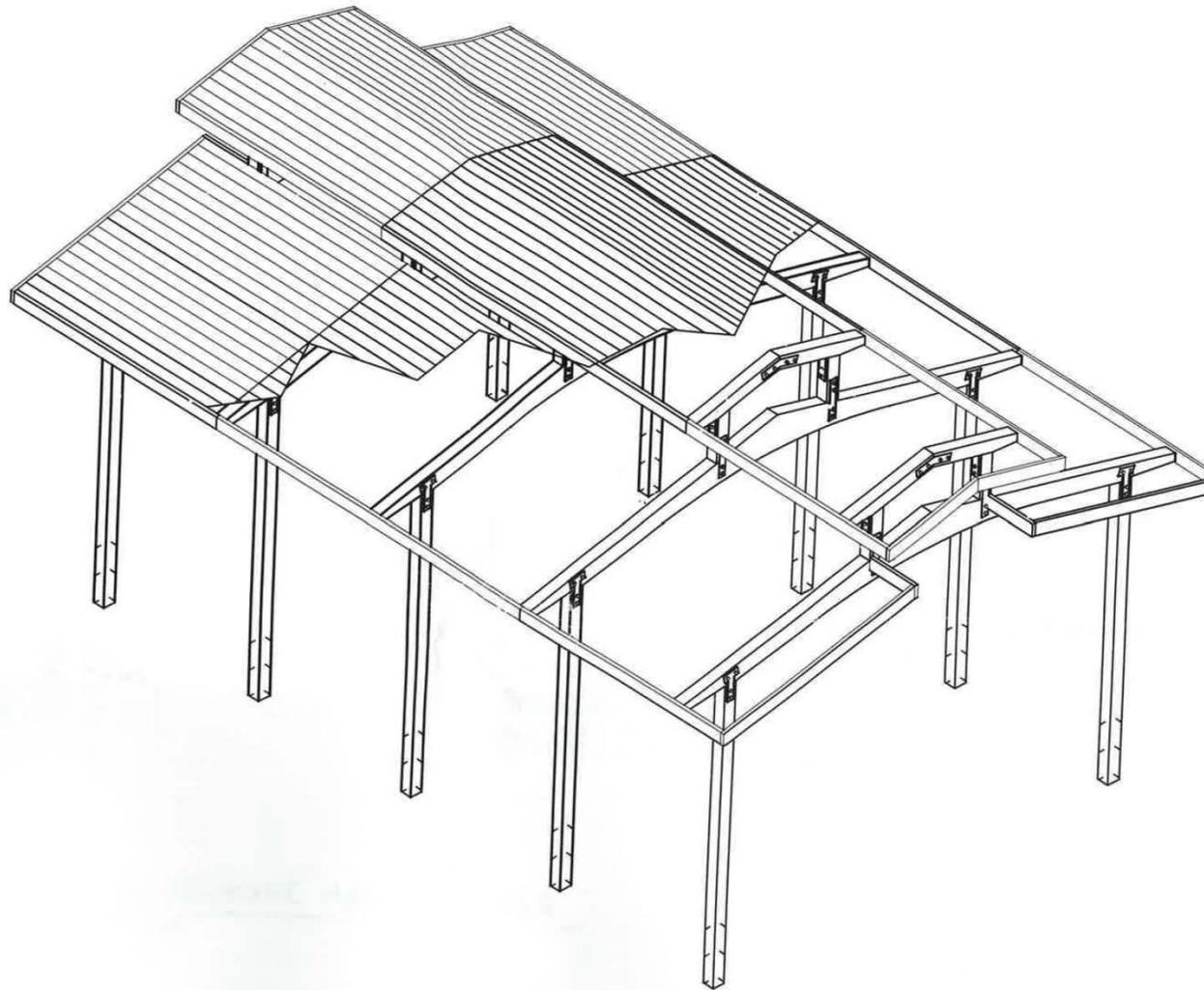
LAKESHORE PARK SHELTER

Proposed Shelter Perspective



LAKESHORE PARK SHELTER

Proposed Shelter Perspective



PLANNING REVIEW



PLAN REVIEW CENTER REPORT

December 02, 2016

Planning Review

Lakeshore Picnic Shelter

JSP 16-70

Petitioner

City of Novi

Review Type

Preliminary and Final Site Plan

Property Characteristics

Section	10	
Site Location	Lake Shore Park; south of South Lake Drive and west of Old Novi Road	
Site School District	Walled Lake Community School District	
Site Zoning	R-4: One-Family Residential	
Adjoining Zoning	North	R-4: One-Family Residential
	East	R-4: One-Family Residential
	West	R-4: One-Family Residential
	South	RA: One-Family Residential
Current Site Use	Public Park	
Adjoining Uses	North	Public Park
	East	Single family residential
	West	Single family residential
	South	Public Park
Site Size	27.28 Acres (50-22-03-457-001)	
Plan Date	December 02, 2016 (Submitted)	

Project Summary

The subject property is located in Section 10 south of South Lake Drive and west of Old Novi Road. The applicant is proposing to construct approximately 630 square feet picnic shelter for Lake Shore Park. No other improvements are proposed at this time.

Recommendation

Approval of the *Preliminary Site Plan is recommended*. The plan mostly conforms to the requirements of the Zoning Ordinance, with a few deviations listed in this and other review letters. **Planning Commission's approval for Preliminary Site Plan is required.**

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 Electronic stamping set submittal:

1. **Include the shelter elevation or perspective with the height indicated on sheet SP-2**

Other Reviews:

- a. Engineering Review: Additional comments to be addressed with Electronic Stamping Sets. Engineering recommends approval.
- b. Landscape Review: No additional landscaping is proposed. Landscapes notes to protect the existing tree during construction. Landscape recommends approval.
- a. Wetlands Review: Not Applicable. No impacts are proposed to the regulated wetlands on the property.
- a. Woodlands Review: Not Applicable. No impacts are proposed to the regulated woodlands on the property.
- b. Traffic Review: Not Applicable. No changes to driveway or parking lot are being proposed
- c. Facade Review: Not Applicable. The proposed shelter is not subject to facade review.
- d. Fire Review: Fire has no comments

NEXT STEP: Planning Commission Meeting

This Site Plan is scheduled to go before Planning Commission for consideration on December 07, 2016.

Electronic Stamping Set Submittal and Response Letter

After receiving Preliminary site plan approval from Planning Commission, 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 **6 size 24" x 36" copies with original signature and original seals,** to the Community Development Department for final Stamping Set approval. Plans addressing the comments in all of the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets.

Signage:

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

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] 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.



ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

12/02/2016

Engineering Review LAKESHORE SHELTER

Applicant

CITY OF NOVI

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: S. of South Lake Drive and W. of Old Novi Road
- Site Size: Not Provided
- Plan Date: Not Provided
- Design Engineer: NSA

Project Summary

- Construction of a pathway and structure at Lake Shore Park
- No utility information provided

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 prior to the Final Site Plan submittal):

General

1. Provide a minimum of two ties to established section or quarter section corners.

2. Revise the plan set to reference at least one city established benchmark. An interactive map of the City's established survey benchmarks can be found under the 'Map Gallery' tab on www.cityofnovi.org.
3. Plans must be signed and sealed by an engineer or architect licensed in the state of Michigan.
4. A sheet index shall be provided on the cover sheet.
5. Provide a revision data on the plans.
6. Provide a note stating the size of disturbed area.
7. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.

Storm Water Management Plan

8. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
9. Provide calculations showing the net change in impervious area.

Paving & Grading

10. Provide a detailed proposed grading plan.
11. Provide the elevations of the existing grades to match.
12. Provide proposed grades and cross-sections for any proposed paving.

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

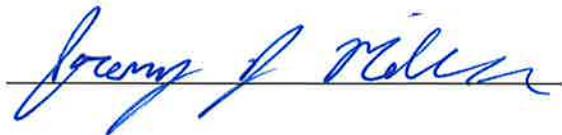
13. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.
14. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be addressed prior to construction:

15. 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).
16. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.

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

A handwritten signature in blue ink, reading "Jeremy Miller", is written over a horizontal line.

cc: Theresa Bridges, Engineering
George Melistas, Engineering
Sri Komaragiri, Community Development
Tina Glenn, Treasurers

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

December 02, 2016

Preliminary Site Plan

Lakeshore Park Shelter

Review Type

Preliminary Site Plan Landscape Review

Job

JSP16-0070

Property Characteristics:

- Site Location: Interior of Lakeshore Park
- Site Zoning: R-4
- Adjacent Zoning: R-A (Lakeshore Park)
- Plan Date: December 02, 2016 (Submitted)

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 Preliminary Site Plan submittal. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance.

Due to the scope/size and location of the project (in park interior, not immediately adjacent to any outside properties, no walls, no requirement for storm water detention, etc.), **no landscape plan is required.**

That said, the plan set should include the following:

1. A tree fencing detail in the plan set showing the fencing construction and location at 1 foot outside of the dripline. The detail indicates 10 feet.
2. Indication of seed or sod to restore disturbed areas.

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

Rick Meader – Landscape Architect