



## Starbucks Expansion with a Drive-Through JSP 18-33

### **STARBUCKS EXPANSION WITH A DRIVE-THROUGH JSP 18-33**

Public hearing at the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through for Planning Commission’s recommendation to the City Council for approval of Special Land Use, Preliminary Site Plan with a PD-2 option and Storm Water Management plan. The subject property is located on the west side of Novi Road south of Twelve Mile Road in West Oaks Shopping Center in Section 15. The applicant is proposing an expansion of the existing Starbucks coffee shop with an addition of a drive-thru facility.

### **Required Action**

Recommend approval/denial of the Preliminary Site Plan with PD-2 Option, Special Land Use Permit, and Storm Water Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	12-05-18	<ul style="list-style-type: none"> <li>• Findings regarding Section 3.31.4 relating to the PD-2 Option</li> <li>• Special Land Use Permit required</li> <li>• Ordinance deviation for Lack of Community Impact Statement and Noise Impact Statement;</li> <li>• Additional items to be addressed with Final Site Plan</li> </ul>
Engineering	Approval recommended	11-30-18	<ul style="list-style-type: none"> <li>• Additional items to be addressed with Final Site Plan</li> </ul>
Landscaping	Approval recommended	11-19-18	<ul style="list-style-type: none"> <li>• Waiver for the shortage in landscape area provided and/or located away from the building</li> <li>• Waiver for the shortage in building foundation landscaping for the frontage of the building addition facing Novi Road</li> <li>• Additional screening for loading area shall be required at the time of Final Site Plan approval</li> <li>• Additional items to be addressed with Final Site Plan</li> </ul>
Traffic	Approval recommended	11-28-18	<ul style="list-style-type: none"> <li>• Waiver of the required Traffic Study and instead providing a Queuing Study</li> <li>• Additional items to be addressed with Final Site Plan</li> </ul>
Queuing Study	Denial recommended	08-06-18	<ul style="list-style-type: none"> <li>• Information provided with the study is sufficient for a Preliminary review.</li> <li>• Additional items to be addressed with Final Site Plan</li> </ul>
Façade	Approval recommended	11-27-18	<ul style="list-style-type: none"> <li>• No additional comments</li> <li>• Façade board submitted</li> </ul>
Fire	Approval recommended	11-07-18	<ul style="list-style-type: none"> <li>• No additional comments</li> </ul>

**Motion sheet**

**Approval – Special Land Use Permit**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend approval to the City Council for Special Land Use based on and subject to the following:

1. The proposed use will **not** cause any detrimental impact on existing thoroughfares (*based on Traffic review*);
2. The proposed use will **not** cause any detrimental impact on the capabilities of public services and facilities (*based on Engineering review*);
3. The proposed use is compatible with the natural features and characteristics of the land (*because there are no regulated natural features on site*);
4. The proposed use is compatible with adjacent uses of land (*because the proposed use is an expansion to an existing use*);
5. The proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan for Land Use (*as it fulfills one of the Master Plan objectives to retain existing businesses within City of Novi*);
6. The proposed use will promote the use of land in a socially and economically desirable manner (*as it fulfills one of the Master Plan objectives to retain existing businesses within City of Novi*);
7. The proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located;
8. (*additional comments here if any*)

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

**-AND-**

**Approval – Preliminary Site Plan with PD-2 Option**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend approval to the City Council for Preliminary Site Plan with a PD-2 Option based on and subject to the following:

1. Findings that the standards of Section 3.31.4 of the Zoning Ordinance are adequately addressed, as identified in the Planning Review Letter;
2. City Council approval of an ordinance deviation to waive the requirement for a Community Impact statement as listed in the Section 3.31.4.A.iii. of our Zoning Ordinance, as the proposed development is an extension to an existing business and does not create additional impacts;
3. City Council approval of an ordinance deviation to allow a Queuing study in lieu of Traffic Study as listed in the Section 3.31.4.A.iii. of our Zoning Ordinance, as the proposed development is an extension to an existing business;
4. City Council approval of an ordinance deviation to waive the requirement for a noise impact statement as listed in Section 5.14.10.B. of our Zoning Ordinance, as the proposed development is an extension to an existing business and does not create additional impacts;
5. Landscape waiver for not meeting the minimum requirements for building foundation landscaping as listed in Section 5.5.3.D. for less than 60% of building frontage facing Novi Road not being landscaped, provided the applicant provides most of the required landscaping subject to Landscape Architects approval at the time of Final Site Plan approval, it is hereby granted;
6. Landscape waiver for not meeting the minimum requirements for building foundation landscaping as listed in Section 5.5.3.D. for placing some of the required foundation

landscape away from the building, subject to Landscape Architects approval at the time of Final Site Plan approval,, is hereby granted;

7. The applicant shall work with the landscape architect to identify alternate options to completely screen the loading areas from Novi Road at the time of Final Site Plan approval;
8. The applicant shall revise the Final Site Plan as shown in the revised Preliminary Site Plan provided via e-mail dated December 17, 2018;
9. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
10. (additional conditions here if any).

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

**-AND-**

**Approval – Stormwater Management Plan**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend approval to the City Council for Storm water Management Plan based on and subject to the following:

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

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

**- OR -**

**Denial – Special Land Use**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend denial to the City Council for Special Land Use .... *(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial – Preliminary Site Plan with a PD-2 Option**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend denial to the City Council for Preliminary Site Plan with a PD-2 Option... *(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial – Stormwater Management Plan**

In the matter of the request of Ramco West Oaks II LLC for JSP 18-33 Starbucks Expansion with a Drive-Through, motion to recommend denial to the City Council for Storm water Management Plan ... *(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**MAPS**

Location

Zoning

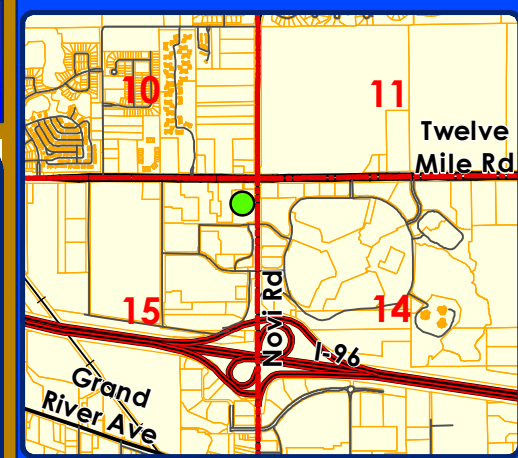
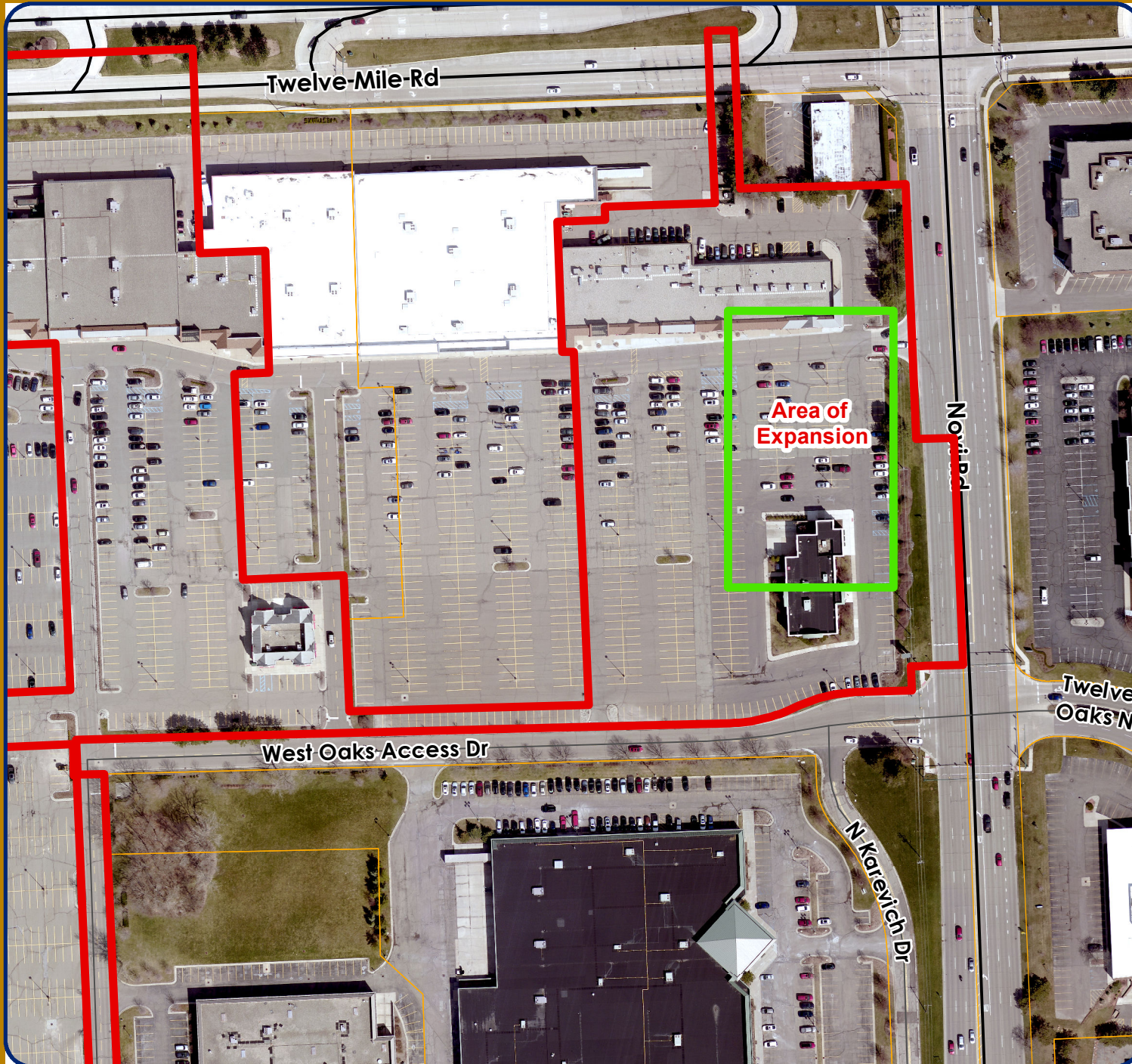
Future Landuse

Natural Features



# JSP 18-33: STARBUCKS EXPANSION WITH A DRIVE-THRU

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: 12/20/18  
Project: JSP 18-33: STARBUCKS EXPANSION WITH A DRIVE-THRU  
Version #: 1



1 inch = 167 feet



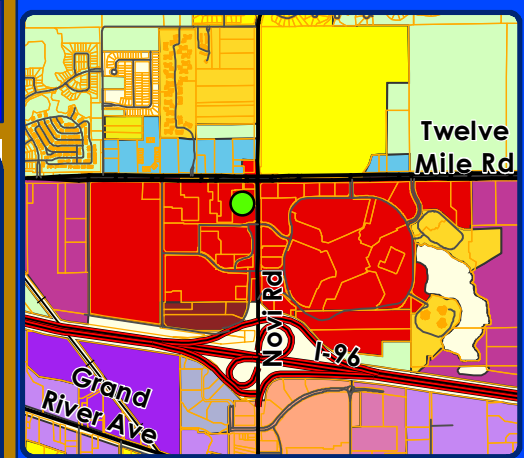
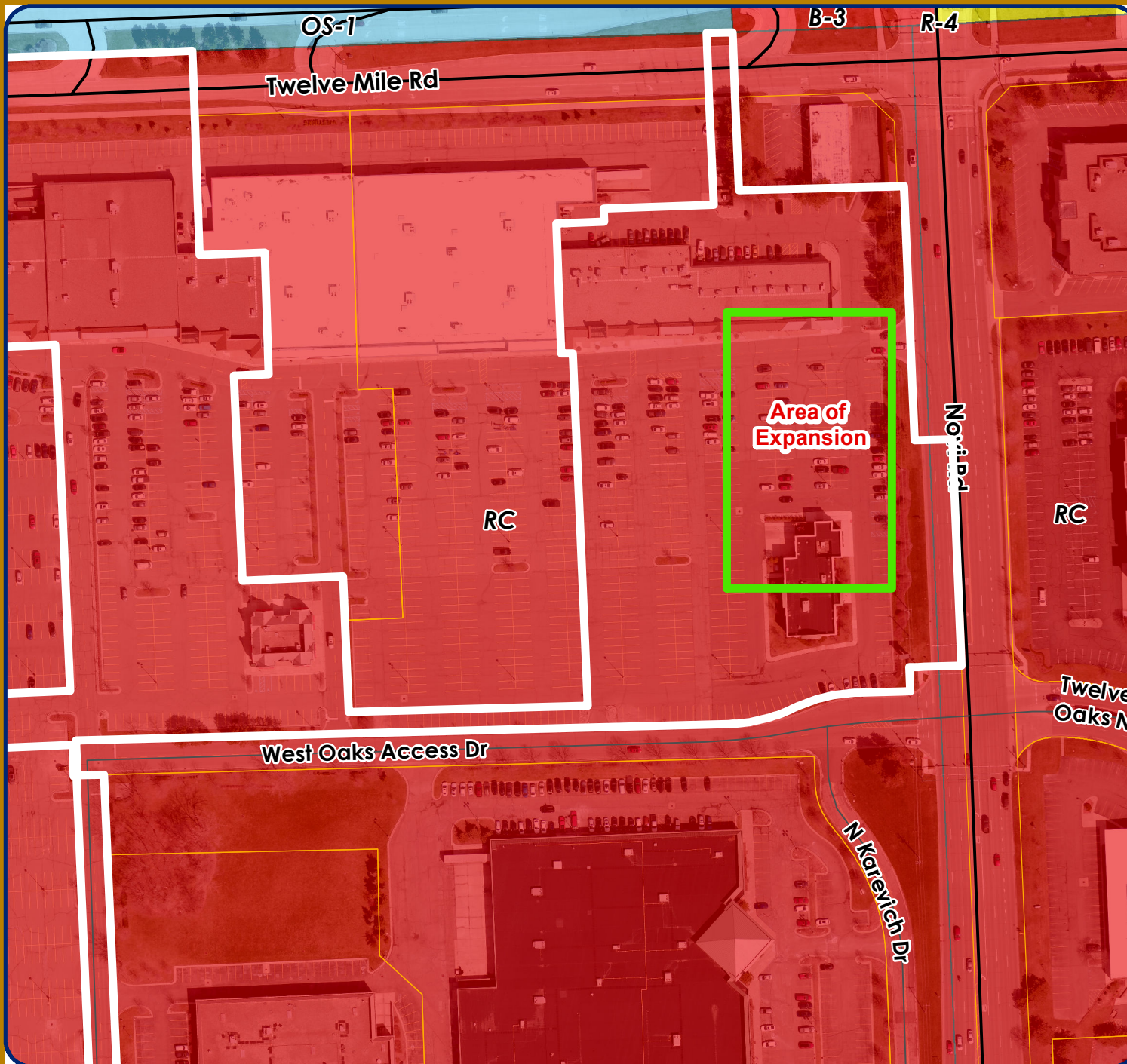
### MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.



# JSP 18-33: STARBUCKS EXPANSION WITH A DRIVE-THRU

## Zoning



**LEGEND**

- R-A: Residential Acreage
- R-1: One-Family Residential District
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- B-3: General Business District
- C: Conference District
- EXPO: EXPO District
- I-1: Light Industrial District
- I-2: General Industrial District
- OS-1: Office Service District
- OSC: Office Service Commercial
- OST: Office Service Technology
- RC: Regional Center District
- TC: Town Center District

**City of Novi**  
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 City Hall / Civic Center  
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 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

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Feet  
 0 35 70 140 210

1 inch = 167 feet

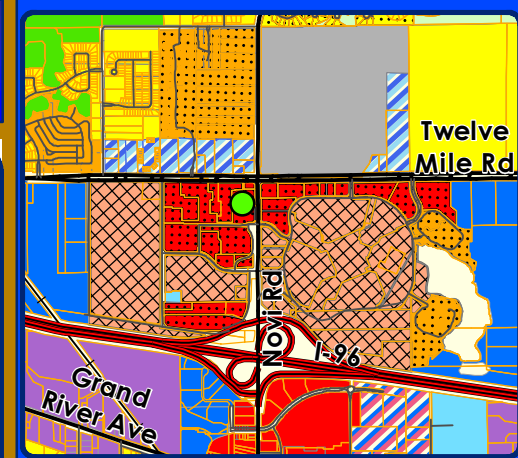
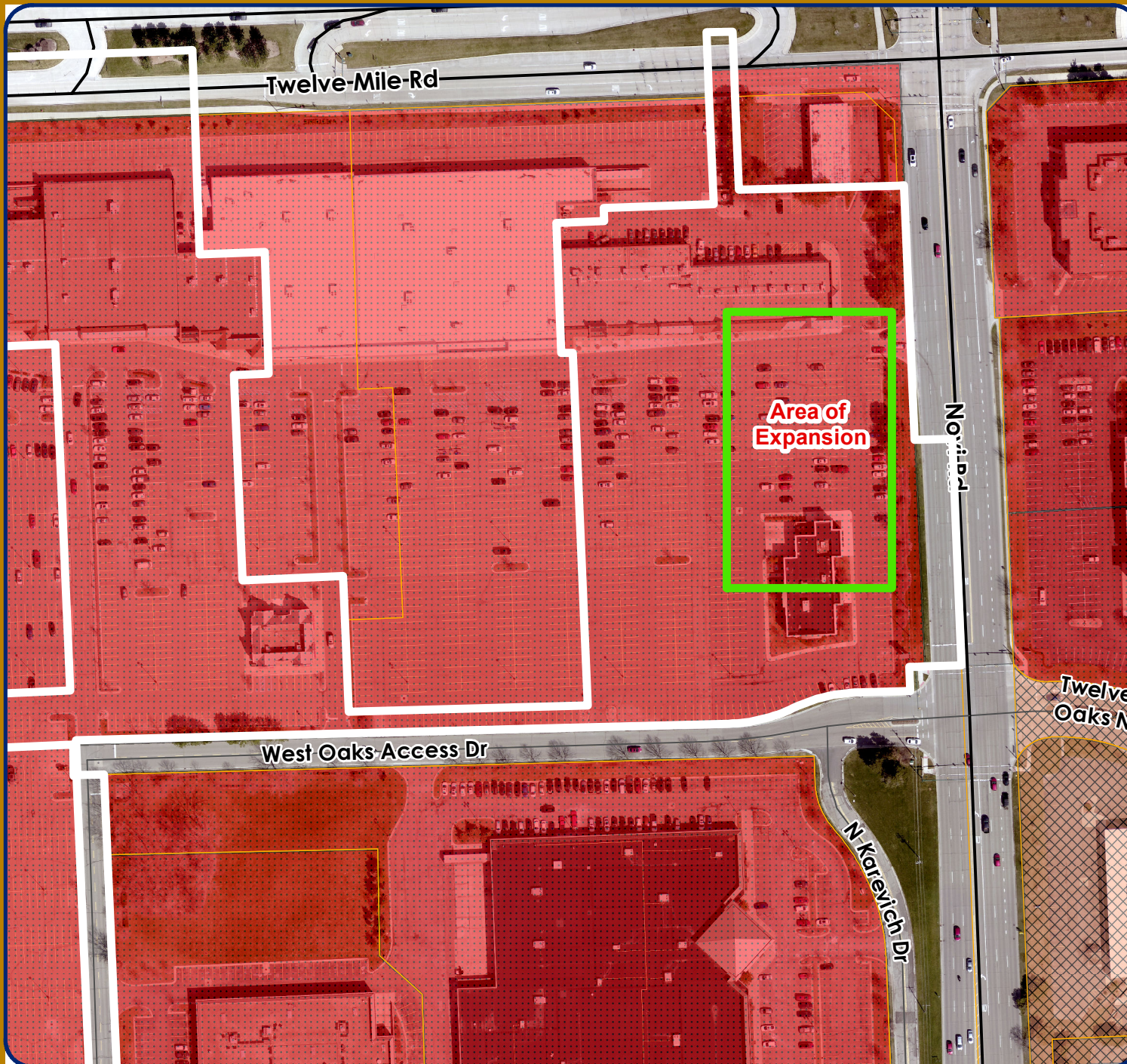
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# JSP 18-33: STARBUCKS EXPANSION WITH A DRIVE-THRU

Future Landuse



**LEGEND**

FUTURE LAND USE

- Single Family
- PUD
- Multiple Family
- PD1
- Community Office
- Office RD Tech
- Office Commercial
- Industrial RD Tech
- Regional Commercial
- TC Commercial
- PD2
- Educational Facility
- Public
- Public Park
- Private Park
- Cemetery

**City of Novi**  
 Dept. of Community Development  
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Feet  
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1 inch = 167 feet

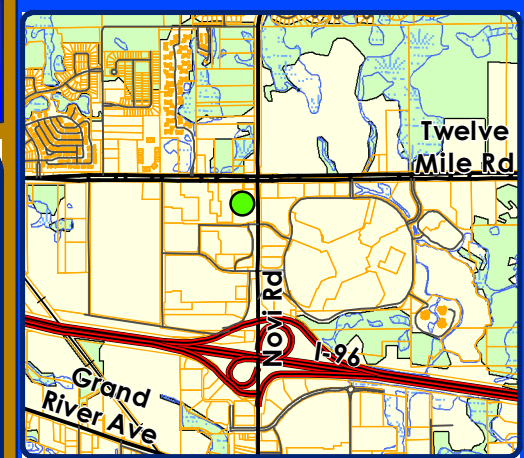
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# JSP 18-33: STARBUCKS EXPANSION WITH A DRIVE-THRU

## Natural Features



**LEGEND**  
WETLANDS  
WOODLANDS



**City of Novi**  
Dept. of Community Development  
City Hall / Civic Center  
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0 35 70 140 210 Feet

1 inch = 167 feet



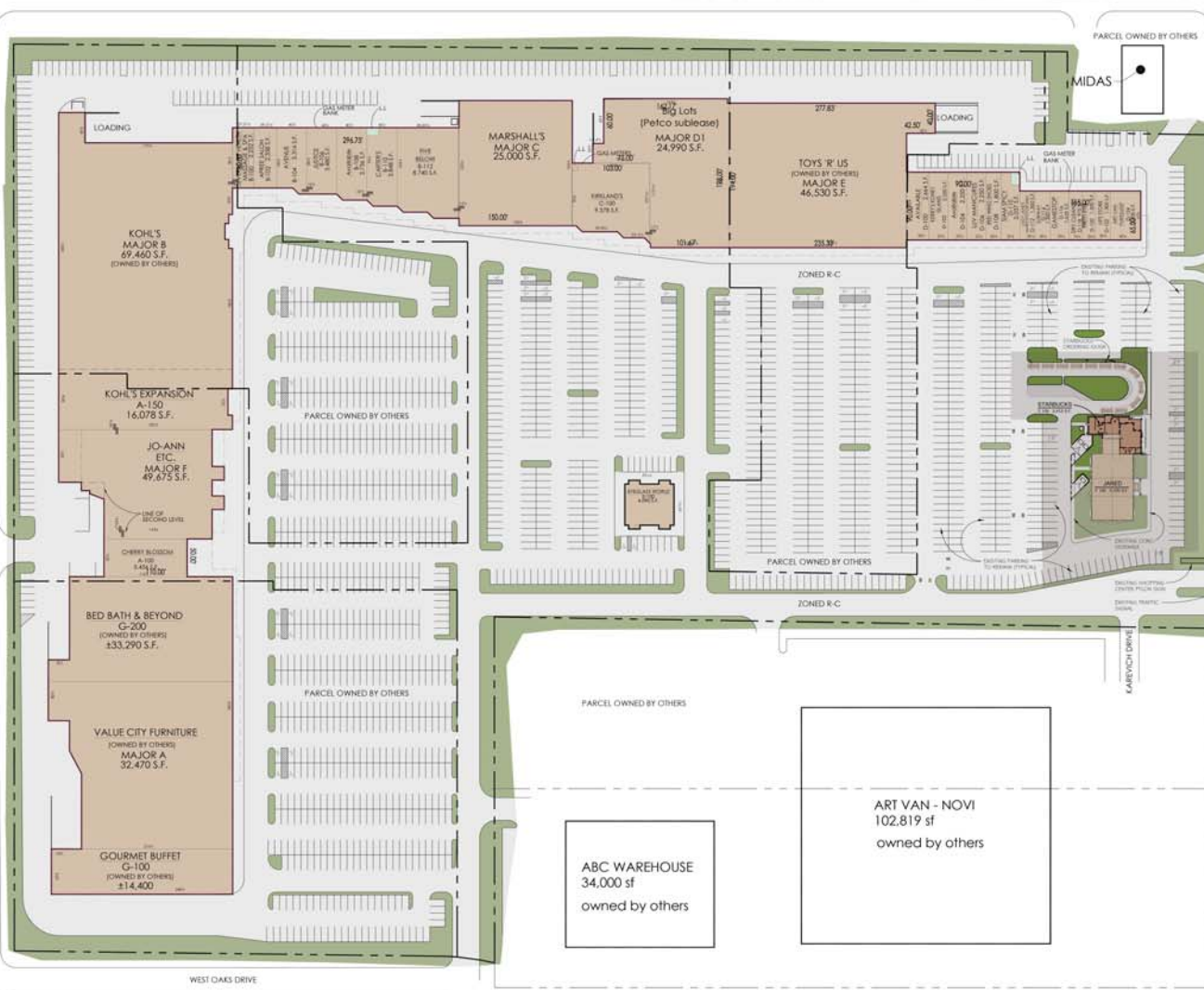
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**SITE PLAN**

(Full size drawings available for viewing at the Community Development Department)



TWELVE MILE ROAD (S/F R.O.W.)



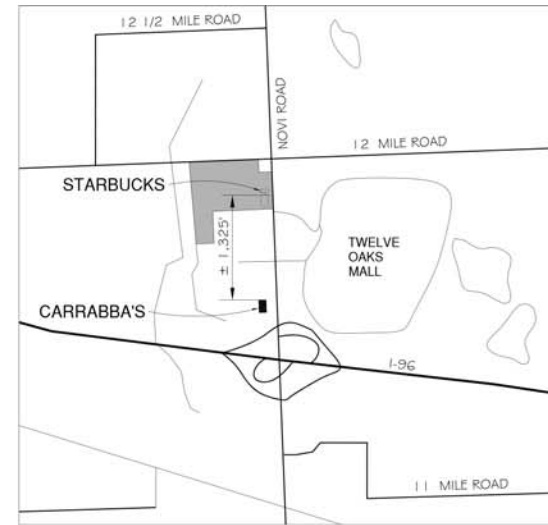
**SITE PLAN**

SCALE: 1" = 50'-0"

SECTION 15

FARCEL NUMBER : 22-15-200-059

RC ZONING WITH PD-2 OPTION



**LOCATION MAP**

SCALE: 1" = 100'



**SHOPPING CENTER DATA**

**BUILDING AREA :**

MAJOR A (NOT OWNED)	32,470 S.F.
MAJOR B (NOT OWNED)	33,462 S.F.
MAJOR C	25,000 S.F.
MAJOR D1	24,990 S.F.
MAJOR E (NOT OWNED)	42,530 S.F.
MAJOR F	49,675 S.F.
RETAIL A	21,534 S.F.
RETAIL B	27,710 S.F.
RETAIL C	9,576 S.F.
RETAIL D	23,651 S.F.
RETAIL E	4,090 S.F.
RETAIL F	6,112 S.F.
RETAIL G (NOT OWNED)	47,690 S.F.
<b>TOTAL</b>	<b>390,490 S.F.</b>
<b>TOTAL (OWNED)</b>	<b>194,340 S.F.</b>

**SHOPPING CENTER DATA**

**PARKING :**

TOTAL PARKING PROVIDED	1,970 SPACES
TOTAL PARKING (OWNED)	877 SPACES
TOTAL PARKING RATIO	5.04 / 1,000 S.F.
PARKING RATIO (OWNED)	4.51 / 1,000 S.F.
TOTAL PARKING REQUIRED PER ORDINANCE = 390,490 S.F. / 250 = 1,562 SPACES	
NOTE THAT ± 130 PARKING SPACES HAVE BEEN LOST DUE TO BUILDING "F" EXPANSION AND DRIVE-THRU.	

**LAND AREA :**

RGT OWNED	± 17.03 ACRES
OWNED BY OTHERS	± 16.83 ACRES
<b>TOTAL LAND AREA</b>	<b>± 33.86 ACRES</b>

TOTAL LOT COVERAGE FOR ENTIRE SHOPPING CENTER = 390,490 S.F. OF BUILDING AREA DIVIDED BY 1,474,842 S.F. OF LAND AREA = ± 26.5 %

NOTE: BUILDING "F" FARCEL = 1.5 ACRES  
6,112 S.F.  
63 PARKING SPACES

**WEST OAKS II  
STARBUCKS  
EXPANSION AND DRIVE-THRU**

NOVI,

MICHIGAN

OWNER :



**RAMCO GERSHENSON**  
PROPERTIES TRUST

RAMCO-GERSHENSON, INC.  
2150 NORTHWESTERN HIGHWAY  
SUITE 300  
FARMINGTON HILLS, MI 48334



**WAH YEE ASSOCIATES**  
ARCHITECTS & PLANNERS

42400 GRAND RIVER AVENUE, SUITE 200  
NOVI, MICHIGAN 48375  
PHONE: 248-489-9160  
PROJECT NO. 4969

All ideas, designs, arrangements, analyses and plans or recommendations, etc. prepared are made for use by the property of their "as shown" and are created and used for the designated use only and in connection with the specified project. None of these arrangements or plans shall be used for or changed in any manner, form or application for any purpose whatsoever without the written permission of Wah Yee Associates.

**PRELIMINARY**  
NOT FOR CONSTRUCTION

P1.1

CAD DWG 4969\_P1.1.DWG

SUBMITTED FOR : OWNER REVIEW  
3-24-18

PRE-APP: SUBMITAL 5-25-18

OWNER REVIEW 10-22-18

PRELIM. & FINAL: SUBMITAL 10-30-18

PUBLIC HEARING: SUBMITAL 12-17-18

### LEGEND

	PROPERTY LINE
	SANITARY SEWER
	STORM SEWER
	WATERMAIN
	GAS
	UNDERGROUND ELECTRIC
	UNDERGROUND TELEPHONE
	FENCE
	PROPOSED MULCH
	PROPOSED SOD/SEED
	PROPOSED ANNUAL PLANTINGS
	PROPOSED TREE
	PROPOSED PERENNIAL GRASS
	PROPOSED EVERGREEN SHRUB
	EXISTING TREE
	EXISTING TREE TO BE REMOVED

### NOTES

- ALL DISEASED, DAMAGED, OR DEAD PLANTING MATERIALS SHALL BE REMOVED IN ACCORDANCE WITH STANDARDS OF THE CITY OF NOVI ZONING ORDINANCE.
- ALL PLANTS SHALL CONFORM TO THE CURRENT ISSUE OF THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERMEN AND SHALL HAVE PASSED INSPECTIONS REQUIRED UNDER STATE REGULATIONS.
- SITE IRRIGATION TO BE PROVIDED FOR ALL PROPOSED LANDSCAPE IMPROVEMENT AREAS AND LAWN AREAS.
- ALL PLANTINGS TO BE AT LEAST 10' FROM HYDRANTS AND UTILITY STRUCTURES.
- NO OVERHEAD WIRES EXIST WITHIN PROJECT AREA.
- FOR EXISTING SOIL TYPES, REFER TO SHEET 002.
- SCREENING PLANTINGS TO BE MAINTAINED AT A HEIGHT NO LESS THAN THE TRANSFORMER. REFER TO CITY OF NOVI SCREENING DETAIL ON SHEET C10.
- APPROXIMATE LANDSCAPING INSTALLATION DATE: APRIL 2019. REFER TO SHEET 003 FOR APPROXIMATE CONSTRUCTION SCHEDULE.

### PROJECT NARRATIVE

THIS PROJECT PROPOSES TO CONSTRUCT A 1,416 SF ADDITION TO AN EXISTING STARBUCKS. THE PROPOSED EXPANSION INCLUDES THE ADDITION OF A DRIVE-THRU, A STACKING AND ORDERING AREA, DUMPSTER ENCLOSURES AND ASSOCIATED SITE IMPROVEMENTS.

### APPLICANT/DEVELOPER

RAMCO GERSHENSON  
31500 NORTHWESTERN HWY, SUITE 300  
FARMINGTON HILLS, MI 48334  
CONTACT: ROSS GALLENTE  
PHONE: 248-592-4328

### LANDSCAPE REQUIREMENTS SUMMARY

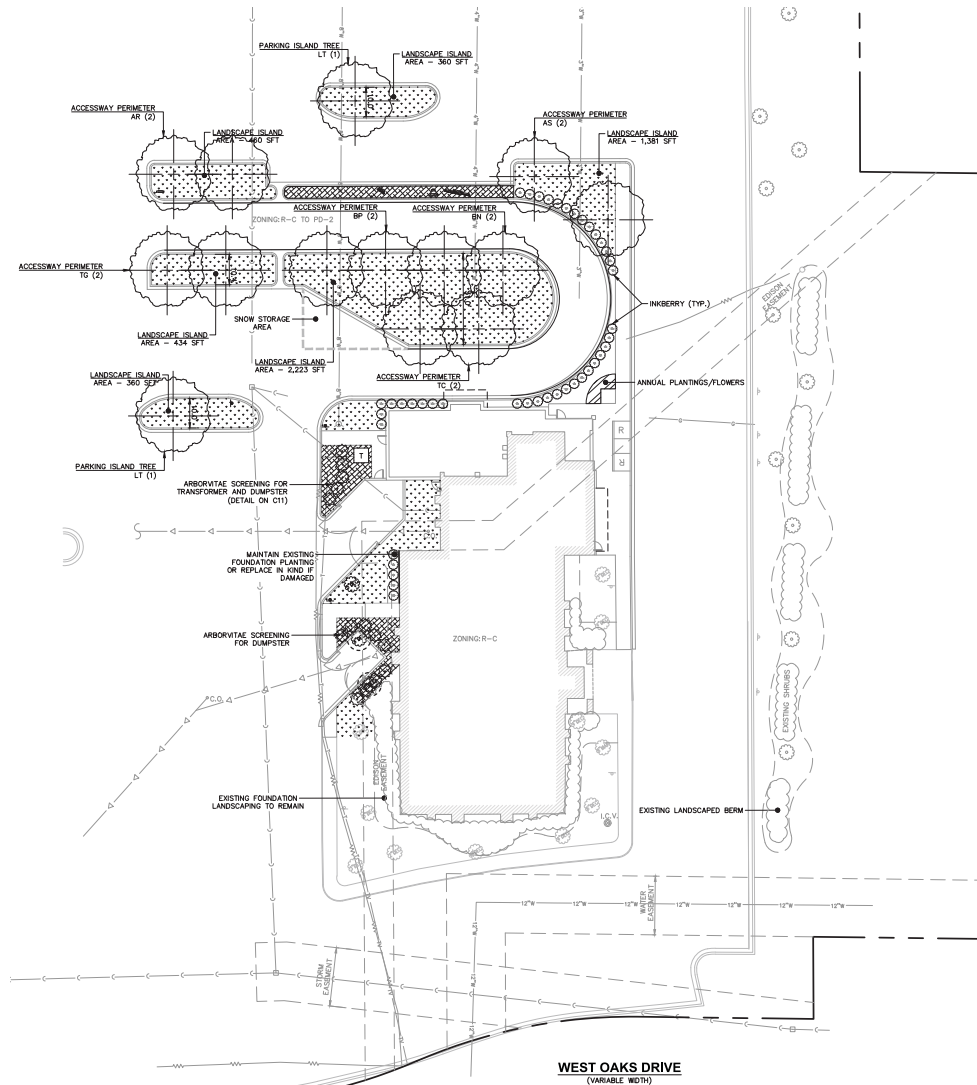
ITEM	QTY. PROVIDED	QTY. REQUIRED	FORMULA
INTERIOR SITE LANDSCAPING			
FOUNDATION PLANTING	2,058 SF	3,712 SF	BUILDING PERIMETER x 8
GREENSPACE	67 LF	64 LF	(BUILDING FRONTAGE - DOORWAYS) x .6
LANDSCAPE ISLANDS	220 SF		
LANDSCAPE ISLAND TREES	4		LANDSCAPE ISLAND SF/200
ACCESSWAY PERIMETER TREES	12	12	1 TREE/35 LF

### PLANT SCHEDULE

SYMBOL	NET QTY	BOTANICAL NAME	COMMON NAME	SIZE	NOTES
AR 2	2	ACER RUBRUM	"RED MAPLE"	3" CAL.	B & B
AS 2	2	ACER SACCHARINUM	"SUGAR MAPLE"	3" CAL.	B & B
TG 2	2	TELLA CORDATA "GREENSPIRE"	"GREENSPIRE LITTLELEAF LINDEN"	3" CAL.	B & B
TC 2	2	TELLA CORDATA "CHANCELLOR"	"CHANCELLOR LITTLELEAF LINDEN"	3" CAL.	B & B
BN 2	2	BETULA NIGRA	"WIVER BIRCH"	3" CAL.	B & B
BP 2	2	BETULA PAPPYRIFERA	"PAPER BIRCH"	3" CAL.	B & B
LT 2	2	LIRIODENDRON TULIPIFERA	"TULIP TREE"	3" CAL.	B & B
IG 45	45	ILEX GLABRA	INKBERRY	24"	B & B
TO 7	7	THUJA OCCIDENTALIS "TECHNY"	TECHNY ARBORVITAE	4" HT.	CONT.

### LANDSCAPE COST ESTIMATE

ITEM	QUANTITY	UNIT PRICE	TOTAL
DECIDUOUS CANOPY TREE	14 EA	\$400.00	\$5,600.00
SHRUB	52 EA	\$50.00	\$2,600.00
SEED	628 SY	\$3.00	\$1,884.00
MULCH	7 CY	\$35.00	\$245.00
<b>TOTAL COST:</b>			<b>\$10,329.00</b>



NOVI ROAD  
(VARIABLE WIDTH)

WEST OAKS DRIVE  
(VARIABLE WIDTH)



Know what's below.

Call before you dig.  
The location of existing underground utilities are shown on this information only and does not constitute any warranty or representation. The contractor shall determine the utility location by all means available before commencing work. Any holes to be drilled are the responsibility of the contractor. LOCAL AND FEDERAL LAWS AND REGULATIONS APPLY TO ALL UNDERGROUND UTILITIES.

NOTICE:  
CONTRACTOR SHALL VERIFY THE EXISTENCE OF ALL UTILITIES AND BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES. LOCAL AND FEDERAL LAWS AND REGULATIONS APPLY TO ALL UNDERGROUND UTILITIES.

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SECTION 15  
TOWN 1 NORTH, RANGE 8 EAST  
CITY OF NOVI  
OAKLAND COUNTY, MICHIGAN

RAMCO GERSHENSON  
WEST OAKS II - STARBUCKS  
EXPANSION & DRIVE-THRU  
SITE PLANS  
LANDSCAPE PLAN

DATE: MAY 25, 2018  
REVISIONS/SUBMITTALS  
05-25-2018 PRE-APP MEETING  
10-29-2018 FSP SUBMITTAL

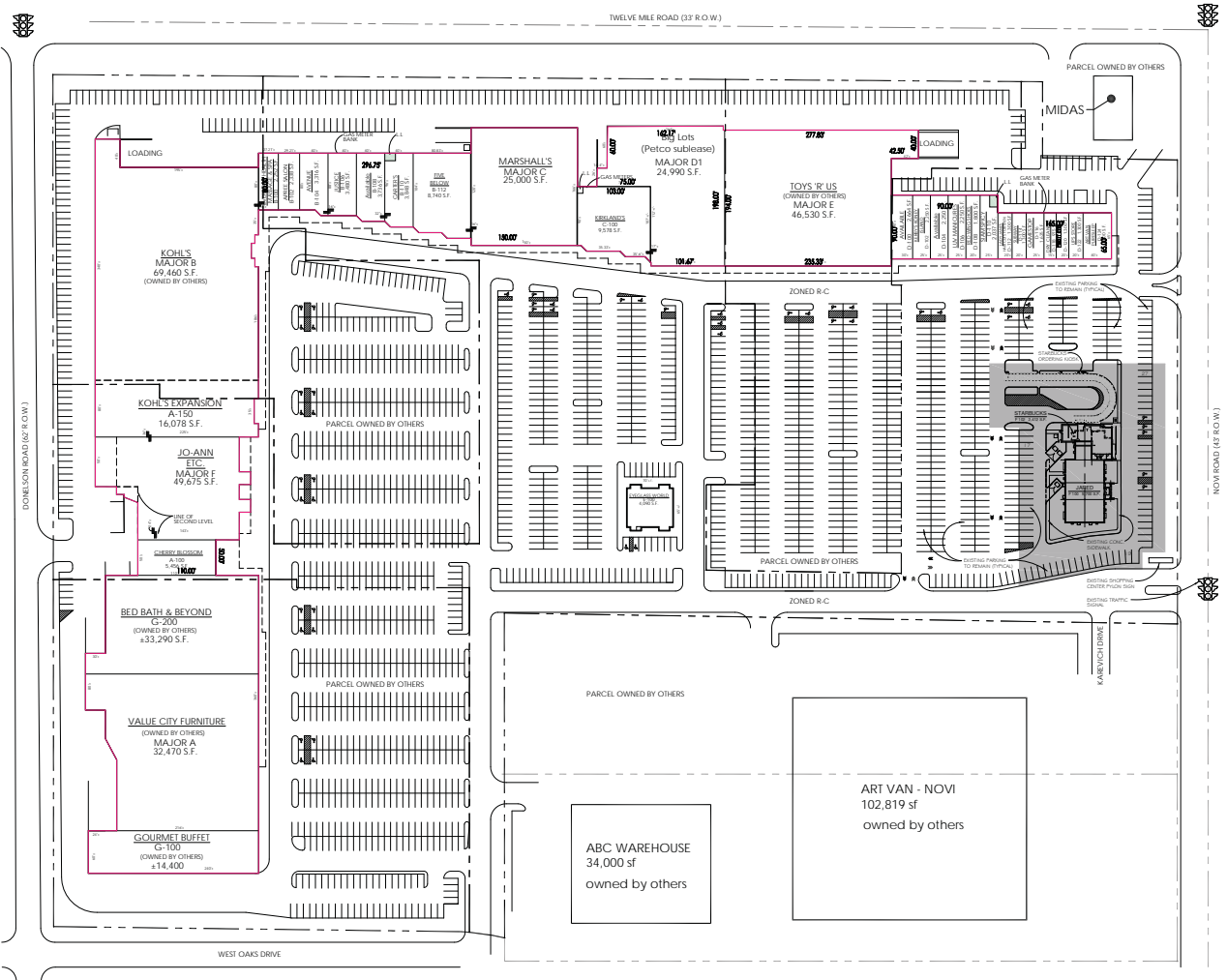
0 10 20  
SCALE: 1"=20'

DRAWN BY: EM/JC  
CHECKED BY: EM  
PROJECT MANAGER: MMC  
JOB #: 17002685  
FILE CODE: 0P  
SHEET NO. C09

NOT FOR CONSTRUCTION

**REVISED SITE PLAN**  
**(E-mail dated 12-17-18)**

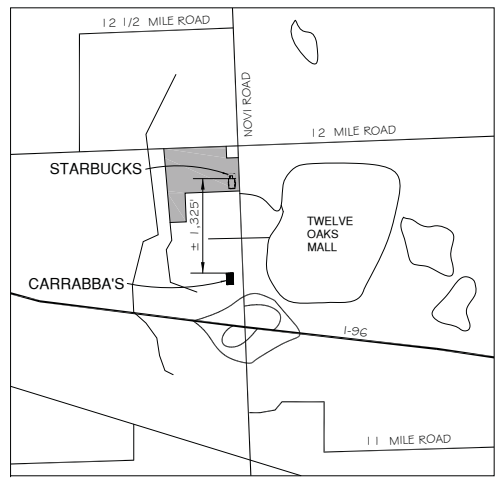




**SITE PLAN**  
SCALE: 1" = 20'-0"



SECTION 15  
PARCEL NUMBER:  
22-15-200-059  
RC ZONING WITH PD-2 OPTION



**LOCATION MAP**  
SCALE: NO SCALE



**SHOPPING CENTER DATA**

BUILDING AREA	
MAJOR A (NOT OWNED)	32,470 S.F.
MAJOR B (NOT OWNED)	69,460 S.F.
MAJOR C	23,000 S.F.
MAJOR D	24,990 S.F.
MAJOR E (NOT OWNED)	46,530 S.F.
MAJOR F	49,675 S.F.
RETAIL A	21,534 S.F.
RETAIL B	27,710 S.F.
RETAIL C	9,278 S.F.
RETAIL D	23,051 S.F.
RETAIL E	4,090 S.F.
RETAIL "P"	6,112 S.F.
RETAIL G (NOT OWNED)	47,630 S.F.
<b>TOTAL</b>	<b>390,490 S.F.</b>
<b>TOTAL (OWNED)</b>	<b>194,340 S.F.</b>

**SHOPPING CENTER DATA**

PARKING	
TOTAL PARKING PROVIDED	1,970 SPACES
TOTAL PARKING (OWNED)	877 SPACES
TOTAL PARKING RATIO	5.04 / 1,000 S.F.
PARKING RATIO (OWNED)	4.51 / 1,000 S.F.
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NOTE THAT ± 130 PARKING SPACES HAVE BEEN LOST DUE TO BUILDING "P" EXPANSION AND DRIVE-THRU.	
<b>LAND AREA :</b>	
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OWNED BY OTHERS	± 16.83 ACRES
<b>TOTAL LAND AREA</b>	<b>± 33.86 ACRES</b>

TOTAL LOT COVERAGE FOR ENTIRE SHOPPING CENTER = 390,490 S.F. OF BUILDING AREA DIVIDED BY 1,474,942 S.F. OF LAND AREA = ± 26.5 %

NOTE :  
BUILDING "P" PARCEL ± 1.5 ACRES  
± 112 S.F.  
63 PARKING SPACES

**WEST OAKS II  
STARBUCKS  
EXPANSION AND DRIVE-THRU**

NOVI, MICHIGAN



**RAMCO GERSHENSON**  
PROPERTIES TRUST  
RAMCO GERSHENSON, INC.  
3100 NORTHWESTERN HIGHWAY  
SUITE 300  
FARMINGTON HILLS, MI 48334

SUBMITTED FOR:  
OWNER REVIEW  
5.24.18  
PRE-APP  
SUBMITTAL 5-25-18



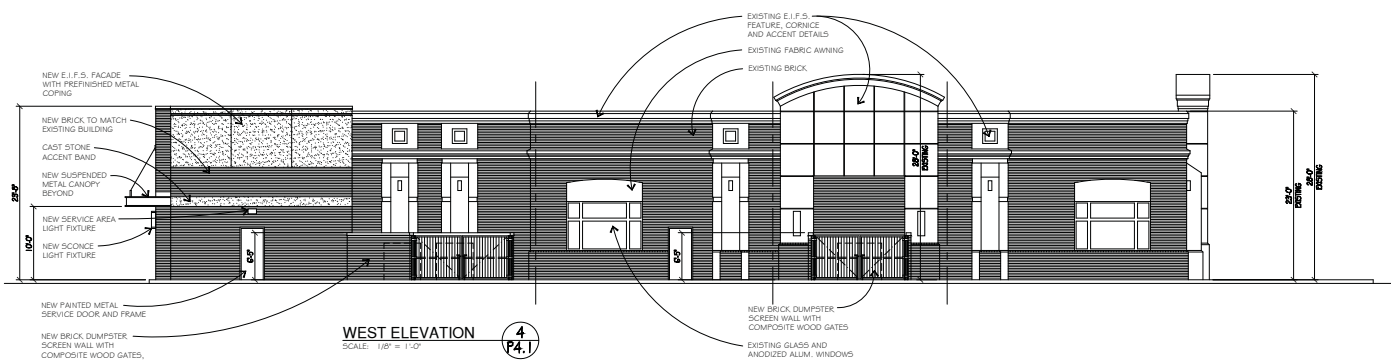
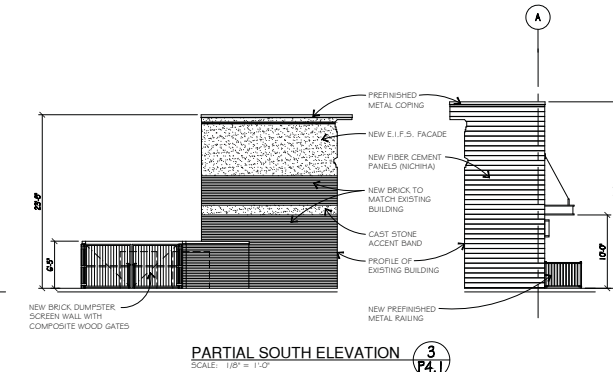
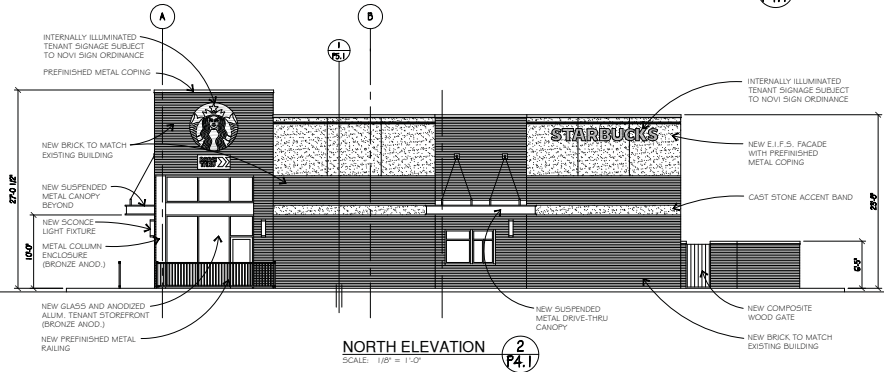
**WAH YEE ASSOCIATES**  
ARCHITECTS & PLANNERS  
42400 GRAND DYER AVENUE, SUITE 200  
NOVI, MICHIGAN 48205  
PHONE 248.489.9160  
PROJECT NO. 4989

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OWNER REVIEW  
10-22-18  
PRELIM & FINAL  
SUBMITTAL 10-30-18  
PUBLIC HEARING  
SUBMITTAL 12-17-18

**PRELIMINARY**  
NOT FOR CONSTRUCTION  
P1.1

**BUILDING ELEVATIONS**



**WEST ELEVATION MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK (NATURAL CLAY)	100%	1,768 S.F.	58.3%
EXISTING E.I.F.S.	25%	908 S.F.	30.0%
NEW E.I.F.S.	25%	198 S.F.	6.5%
EXISTING FABRIC AWNING	10%	60 S.F.	2.0%
METAL CORNICE & TRIM	15%	65 S.F.	2.1%
CAST STONE	25%	33 S.F.	1.1%
<b>TOTAL</b>		<b>3,030 S.F.</b>	<b>100.0%</b>

**PARTIAL SOUTH ELEVATION MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
NEW BRICK (NATURAL CLAY)	100%	272 S.F.	11.9%
NEW E.I.F.S.	25%	147 S.F.	6.4%
NEW METAL CORNICE & TRIM	15%	21 S.F.	1.0%
FIBER CEMENT PANELS (NICHHA)	25%	275 S.F.	12.2%
NEW CAST STONE	25%	25 S.F.	1.1%
<b>EXISTING FACADE AREA</b>		<b>1,530 S.F.</b>	<b>67.4%</b>
<b>TOTAL</b>		<b>2,270 S.F.</b>	<b>100.0%</b>

**NORTH ELEVATION MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK (NATURAL CLAY)	100%	1,149 S.F.	70.0%
EXISTING E.I.F.S.	25%	0 S.F.	0%
NEW E.I.F.S.	25%	342 S.F.	20.9%
EXISTING FABRIC AWNING	10%	0 S.F.	0%
METAL CORNICE & TRIM	15%	93 S.F.	5.7%
FIBER CEMENT PANELS (NICHHA)	25%	0 S.F.	0%
CAST STONE	25%	56 S.F.	3.4%
<b>TOTAL</b>		<b>1,640 S.F.</b>	<b>100.0%</b>

**EAST ELEVATION MATERIALS**

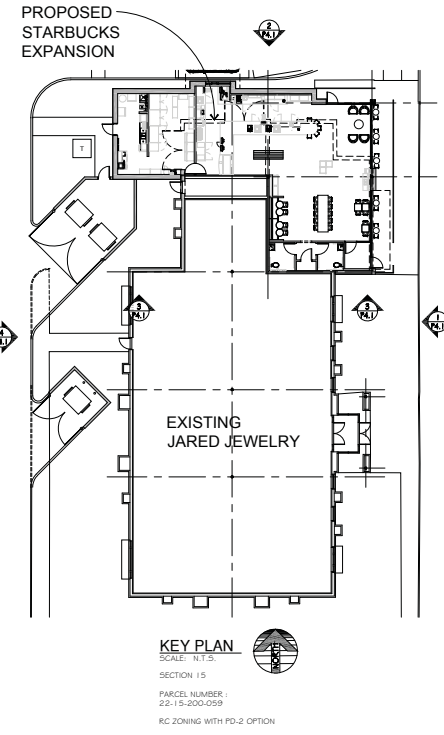
MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK (NATURAL CLAY)	100%	1,302 S.F.	48.3%
EXISTING E.I.F.S.	25%	865 S.F.	32.1%
NEW E.I.F.S.	25%	22 S.F.	0.8%
EXISTING FABRIC AWNING	10%	40 S.F.	1.5%
METAL CORNICE & TRIM	15%	132 S.F.	5.0%
FIBER CEMENT PANELS (NICHHA)	25%	330 S.F.	12.2%
CAST STONE	25%	4 S.F.	0.1%
<b>TOTAL</b>		<b>2,695 S.F.</b>	<b>100.0%</b>

NOTE: 1. TOTAL FACADE = 3,349 S.F. - GLASS STOREFRONT, WINDOWS & DOORS AREA OF 319 S.F. = 3,030 S.F.  
2. A SECTION 9 FACADE WAIVER IS BEING REQUESTED FOR EXISTING E.I.F.S. IN EXCESS OF 25% ALLOWABLE.

NOTE: 1. TOTAL FACADE = ± 1,530 S.F. EXISTING AREA + 740 S.F. NEW AREA = ± 2,270 S.F.  
2. MATERIAL QUANTITIES ARE RELATIVE TO NEW CONSTRUCTION ONLY, WHILE PERCENTAGES ARE RELATIVE TO THE ENTIRE FACADE WHICH IS APPROXIMATELY 50% BRICK AND 50% E.I.F.S.

NOTE: 1. TOTAL FACADE = 1,856 S.F. - GLASS STOREFRONT, WINDOWS & DOORS AREA OF 216 S.F. = 1,640 S.F.  
2. A SECTION 9 FACADE WAIVER IS BEING REQUESTED FOR EXISTING E.I.F.S. IN EXCESS OF 25% ALLOWABLE.

NOTE: 1. TOTAL FACADE = 3,456 S.F. - GLASS STOREFRONT, WINDOWS & DOORS AREA OF 341 S.F. = 2,695 S.F.  
2. A SECTION 9 FACADE WAIVER IS BEING REQUESTED FOR EXISTING E.I.F.S. IN EXCESS OF 25% ALLOWABLE.



- GENERAL NOTES:**
- NO WORK PROPOSED TO EXISTING SOUTH FACADE OF BUILDING.
  - ALL NEW BRICK TO MATCH EXISTING BUILDING BRICK.
  - TOTAL EXPANSION AREA = 1,326 S.F.
  - ALL EXISTING CONDITIONS MUST BE FIELD VERIFIED.
  - NO ALCOHOL WILL BE SERVED. METAL RAILING IS PROPOSED.
  - HOURS OF OPERATION: MON 5:30 pm - 9:00 pm, F 5:30 pm - 9:30 pm, SAT 6:00 pm - 10:00 pm, SUN 6:30 am - 8:00 pm.
  - EXISTING AND/OR NEW STARBUCKS ROOF TOP MECHANICAL EQUIPMENT WILL BE SCREENED BY BUILDING PARAPETS.
  - OUTDOOR SEATING SHALL BE PERMITTED BETWEEN MARCH 1st AND NOVEMBER 30th WITH ALL FURNITURE AND FIXTURES INCLUDING, BUT NOT LIMITED TO, TABLES, CHAIRS AND WASTE RECEPTACLES REMOVED FROM THE EXTERIOR PREMISES AFTER NOVEMBER 30th. OUTDOOR SEATING SHALL NOT BE THE PRIMARY SEATING OF THE RESTAURANT.

# WEST OAKS II STARBUCKS EXPANSION AND DRIVE-THRU

NOVI, MICHIGAN



**RAMCO GERSHENSON**  
PROPERTIES TRUST  
RAMCO GERSHENSON INC.  
3100 NORTHWESTERN HIGHWAY  
SUITE 300  
FARMINGTON HILLS MI 48334



**WAH YEE ASSOCIATES**  
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14205 GRAND RIVER AVENUE, SUITE 200  
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PHONE 248-889-9160  
PROJECT NO. 4989

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**PRELIMINARY NOT FOR CONSTRUCTION**

SUBMITTED FOR: OWNER REVIEW 5-21-18  
PRE-APP: SUBMITTAL 5-25-18  
OWNER REVIEW: 10-22-18  
PRELIM & FINAL: SUBMITTAL: 10-30-18

FAÇADE BOARD

METAL COLUMN AND  
ANOD. ALUM. STOREFRONT



CANOPY AND FASCIA



FIBER CEMENT PANELS (NICHIA)



BRICK TO MATCH EXISTING BUILDING



CAST STONE ACCENT BAND



NEW E.F.E.S. PANEL



NEW BRICK TO MATCH EXISTING BUILDING BRICK WAINSCOT



EAST ELEVATION



NORTH ELEVATION

### WEST OAKS II STARBUCKS EXPANSION AND DRIVE-THRU

WEST OAKS, MISSOURI

OWNER:  
**RAMCO GERSHENSON**  
A DIVISION OF  
RAMCO GROUP, INC.  
10000 W. 110TH ST.  
OVERLAND PARK, MO 66213

Wah Yee Associates  
ARCHITECTS & PLANNERS  
1400 GRAND RIVER AVENUE, SUITE 300  
ST. LOUIS, MISSOURI 63103  
PHONE: 314.437.1100  
PROJECT NO. 4099

PRELIMINARY  
NOT FOR CONSTRUCTION

## PLANNING REVIEW





# PLAN REVIEW CENTER REPORT

December 05, 2018

## Planning Review

### JSP 18-03 Starbucks Expansion/Drive-Thru

#### PETITIONER

Ramco West Oaks II LLC

#### REVIEW TYPE

Preliminary Site Plan with a Special Land Use and Final Site Plan

#### PROPERTY CHARACTERISTICS

Section	15	
Site Location	West Oaks Shopping Center (west side of Novi Road, north of Grand River)	
Tax Map Parcel	50-22-15-200-059	
Site School District	Novi Community School District	
Site Zoning	RC: Regional Commercial	
Adjoining Zoning	North	RC: Regional Commercial
	East	RC: Regional Commercial
	West	RC: Regional Commercial
	South	RC: Regional Commercial
Current Site Use	Shopping Center	
Adjoining Uses	North	Shopping Center
	East	Shopping Center
	West	Shopping Center
	South	Shopping Center
Site Size	14.92 Acres (Development boundary: 1.52 Acres)	
Plan Date	October 30, 2018	

#### PROJECT SUMMARY

The applicant is proposing an expansion of existing Starbucks coffee shop at the northeast corner of West Oaks Shopping Center. The expansion includes a 1,396 square foot addition to an existing 6,716 square foot building. It includes new kitchen area, dining area and outdoor seating area for 10 customers. It also includes adding a drive-thru facility to the north. The drive-thru expansion results in loss of 130 existing parking spaces. The applicant will be utilizing the Planned Development 2 (PD-2) option to propose a drive-thru.

#### RECOMMENDATION

Approval of the *Preliminary Site Plan, Special Land Use with PD-2 Option and Final 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. **City Council's approval for Special Land Use, Preliminary Site Plan, and Storm Water Management Plan is required.**

#### PLANNED DEVELOPMENT OPTION CONDITIONS

Section 3.31.4 of the ordinance outlines the review procedures for Preliminary Site Plans using the PD-2 Option. This requires the Preliminary Site Plan to receive a recommendation for approval or denial from the Planning Commission with City Council ultimately approving or denying the proposed plan. It also outlines specific factors the Planning Commission and City Council shall consider in the review:

1. The plan meets all the requirements of Section 6.1 of this Ordinance for Preliminary Site Plans and the requirements set forth in the City's Site Plan and Development Manual. **The plan meets all the requirements except a couple minor deviations as noted in Landscape review letter, which staff recommends trying to minimize.**
2. The plan satisfies the intent of the Special Land Use provisions as stated in Section 6.1.2.c. **See the Special Land Use Considerations noted in this Plan Review Letter.**
3. The Community Impact Statement and Traffic Study are provided, regardless of site size, in accordance with the requirements set forth in the City's Site Plan and Development Manual. **The applicant is requesting a waiver of the Community Impact Statement and to allow a Queuing study in lieu of Traffic Study. Staff supports both the requests.**
4. The plan satisfies the intent of this Section with respect to use of the land and principal and accessory use relationships within the site as well as with uses on adjacent sites.
5. That all existing or proposed streets, road, utilities and marginal access service drives, as are required, are correctly located on the site plan in accordance with the approved plans for these improvements. **See the attached Engineering and Traffic Review Letter for additional information.**
6. The plan meets all the applicable standards of this Ordinance relative to height, bulk and area requirements, building setbacks, off-street parking and preliminary site engineering requirements. **The plan is in general conformance with the code requirements. See the attached Plan Review Chart for additional information.**
7. That there exists a reasonable harmonious relationship between the location of buildings on the site relative to buildings on lands in the surrounding area; that there is a reasonable architectural and functional compatibility between all structures on the site and structures within the surrounding area to assure proper relationships between:
  - a. The topography of the adjoining lands as well as that of the site itself including any significant natural or manmade features. **No changes to existing site grading proposed**
  - b. The relationship of one building to another whether on-site or on adjacent land, i.e., entrances, service areas and mechanical appurtenances. **The applicant has adequately screened mechanical appurtenances and service areas from adjacent properties.**
  - c. The rooftops of buildings that may lie below street levels or from windows of higher adjacent buildings.
  - d. Landscape plantings, off-street parking areas and service drives on adjacent lands. **Landscape generally conforms to the requirements. See the Landscape Review Letter for additional information.**
  - e. Compliance with street, road and public utility layouts approved for the area. **See the Engineering and Traffic Review Letters for additional information.**
  - f. The architecture of the proposed building including overall design and façade materials used. Architectural design and façade material are to be complimentary to existing or proposed buildings within the site and the surrounding area. It is not intended that contrasts in architectural design and use of façade materials is to be discouraged, but care shall be taken so that any such contrasts will not be so out of character with existing building designs and façade materials so as to create an adverse effect on the stability and value of the surrounding area. **See the Façade Review Letter for additional information.**

Section 3.31.4.B indicates the City Council shall review the proposed plan considering the Planning Commission's recommendation and the requirements of Section 3.31.4.A. As part of its approval of the Preliminary Site Plan, the Council is permitted to impose conditions that are reasonably related to the purposes of this section and that will:

1. Insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased services and facility loads caused by the land use or activity;
2. Protect the natural environment and conserving natural resources and energy;
3. Insure compatibility with adjacent use of land; and



4. Promote the use of land in a socially and economically desirable manner.

### **SPECIAL LAND USE CONSIDERATIONS**

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When the PD-2 Option is utilized, all uses fall under the Special Land Use requirements. Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review and recommendation to City Council of the Special Land Use Permit request:

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

### **ORDINANCE REQUIREMENTS**

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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. Comments in **bold** should be addressed with next submittal. Comments in **bold and underline** should be addressed prior to Planning Commission meeting:

1. **Drive-through Lanes Separation (Sec. 5.3.11.A,C)**: Staff requested additional pavement at the U-turn to provide some additional space for maneuverability. The additional pavement is supposed to be striped. **Please provide a revised layout in PDF format prior to Planning Commission meeting.**
2. **Deviations from the Ordinance requirements**: The proposed expansion is mostly in conformance with ordinance requirements except for the few noted below. Landscape review recommends consider revising plans to minimize the deviation sought.
  - a. Deviation to waive the requirement for a Community Impact statement as the proposed development is an extension to an existing business and does not create additional impacts.
  - b. Deviation to allow a Queuing study in lieu of Traffic Impact statement
  - c. Deviation to waive the requirement for a noise impact statement as the proposed development is an extension to an existing business and does not create additional impacts.
  - d. Shortage in landscape area provided. Refer to landscape review for more detail.

- e. Shortage in frontage of building addition facing Novi road that is landscaped. Refer to landscape review for more detail.
3. **Planning Review Chart:** Please refer to Planning review chart for additional minor comments to be addressed.
4. **Other Reviews**
  - a. **Engineering Review:** Additional comments to be addressed with revised Final Site Plan. Engineering recommends approval for Preliminary Site Plan, but not Final Site Plan..
  - b. **Landscape Review:** Landscape review has identified waivers that may be required. Refer to review letter for more comments. Additional comments to be addressed with revised Final Site Plan. Landscape recommends approval for Preliminary Site Plan, but not Final Site Plan.
  - c. **Traffic Review:** Additional comments to be addressed with revised Final Site Plan. Traffic recommends approval for Preliminary Site Plan, but not Final Site Plan..
  - d. **Queuing Study Review:** Traffic recommends approval, subject to a revised study submitted with revised final site plan submittal.
  - e. **Facade Review:** Façade recommends approval.
  - f. **Fire Review:** Fire recommends approval.

#### **NEXT STEP: PLANNING COMMISSION MEETING**

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This Site Plan can be scheduled to go before Planning Commission for **public hearing** on January 09, 2018. Please provide the following **no later than December 17, 2017** if you wish to keep the schedule.

1. Original Site plan submittal in PDF format. **NO CHANGES MADE. Provided with the initial submittal.**
2. A response letter addressing ALL the comments from ALL the review letters.
3. A revised site layout plan in PDF format, addressing Traffic Comments regarding additional pavement near the drive-thru U-turn and end islands.
4. A color rendering of the Site Plan, if any. **OPTIONAL**
5. A sample board of building materials if requested by our Façade Consultant.

#### **CITY COUNCIL MEETING**

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After receiving a favorable recommendation from Planning Commission for Preliminary Site Plan and Special Land Use, staff will place the item on City Council agenda for final approval. Additional information may be required depending on Planning Commission's recommendation.

#### **REVISED FINAL SITE PLAN SUBMITTAL**

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Traffic, Engineering and Landscape recommended approval for Preliminary Site plan and not for final site plan. After receiving the Preliminary Site Plan approval from City Council, please submit the following for Final site plan review and approval.

1. Site Plan Revision Application
2. Four copies of Final Site Plan addressing all comments from Preliminary review
3. Response letter **addressing all comments and refer to sheet numbers where the change is reflected.**
4. Revised Engineering Estimate
5. Revised Landscape Estimate
6. Revised Queuing Study
7. **No Revision Façade Affidavit** (if no changes are proposed for Façade)
8. Legal Documents (if required per the attached Planning and Engineering Legal Transmittals)

#### **ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER**

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

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

### STAMPING SET APPROVAL

---

Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals**, to the Community Development Department for final Stamping Set approval. 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.

### PRE-CONSTRUCTION MEETING

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

### CHAPTER 26.5

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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 [248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)] for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

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



---

Sri Ravali Komaragiri – Planner



## PLANNING REVIEW CHART: RC with PD-2 Option

**Review Date:** December 3, 2018  
**Review Type:** Preliminary/Final Site Plan  
**Project Name:** JSP 18-33 Starbucks Expansion Drive-Thru  
**Plan Date:** October 29, 2018  
**Prepared by:** Sri Komaragiri, Planner  
**E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant with next submittal. Underlined items need to be addressed on the Stamping set submittal.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted July 27, 2017)</i>	PD-2: Planned Development Option 2	PD-2	Yes	
<b>Area Study</b>	None		NA	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	RC: Regional Commercial	RC with PD-2 Option	Yes	<b>PD-2 option is not proposed for the entire shopping center. It is limited to the proposed drive-thru improvements only.</b>
<b>Uses Permitted</b> (Sec 3.1.24.B & C)	Sec 3.1.24.B Principal Uses Permitted. Sec 3.1.24.C Special Land Uses	Fast food drive-thru  Permitted per conditions listed in 3.31	Yes?	<b>Subject to City Council approval upon Planning Commission's recommendation</b>  <b>It requires a Special land use with a 15 day public hearing</b>
<b>Phasing</b>	Provide phases lines and detail description of activities in each phase	Phasing not proposed	NA	
<b>Planned Development Site Plan Submittal Requirements (Sec. 3.31.4.A)</b>				
<b>Special Land Use</b> <i>(Sec. 3.31.4.A.ii)</i>	Special Land use requirements listed in Sec. 6.1.2.C.	To be determined at the time of site plan review	Yes?	<b>This would require a 15 day public hearing notice</b>
<b>Community Impact Statement</b> <i>(Sec. 3.31.4.A.iii)</i>	Required according to site plan manual	The applicant has requested a waiver from this requirement	Yes	<b>The proposed improvements include a drive-thru additional</b>

Item	Required Code	Proposed	Meets Code	Comments
				to an existing established business. No additional impacts are proposed. The request is supported
<b>Traffic Study</b> (Sec. 3.31.4.A.iii)	Required according to site plan manual	<b>A queuing study is provided in lieu of a Traffic study</b>	Yes?	Traffic requested revisions to the study to be submitted with next submittal
<b>Planning Commission Findings for Site plan review</b> (Sec. 3.31.4.A)	The proposed site plan meets the intent of other items listed in Section	To be determined	TBD	
<b>Use Conditions for Allowable uses under PD-2 Option (Sec. 3.31.7.B)</b>				
<b>Fast food drive-thru</b> (Sec. 3.31.7.B.v.a)	When restaurants are independently freestanding uses and not attached to or otherwise clearly accessory to a principle use, they shall be located no closer than one-thousand (1,000) feet from any other such use on the same side of the street	Carabbas is located 1,325 feet away as shown in sheet P1.1	Yes	
<b>Minimum parcel size</b> (Sec. 3.31.7.B.v.b)	1.25 acres.	Parent parcel is approximately 14.92 acres  Limits of current rebuild is approximately 1.5 acres	Yes	
<b>Traffic Circulation</b> (Sec. 3.31.7.B.v.c)	The site plan shall be designed to achieve traffic circulation features both within the site and in relation to access streets that assure safety and convenience of both vehicular and pedestrian traffic.	The site plan addressed Traffic concerns	Yes?	<b>Refer to Traffic review for additional comments</b>
<b>Restaurant in the Character of a Fast Food Carryout, Drive-In, Fast Food Drive-Through, or Fast Food Sit Down</b> (Sec. 4.40.)				
<b>Noise Impact Statement</b> (Sec. 4.40.1)	A noise impact statement is required subject to the standards of Sec. 5.14.10.B.	The applicant has requested a waiver from this requirement	Yes	<b>The proposed improvements include a drive-thru additional to an existing established business.</b>

Item	Required Code	Proposed	Meets Code	Comments
				No additional impacts are proposed. The request is supported
<b>Drive-through Lanes (Sec. 5.3.11)</b>				
<b>Drive-through Lanes Separation (Sec. 5.3.11.A,C)</b>	Drive-through lanes shall be separate from the circulation routes & lanes necessary for ingress to & egress from the property	They are separated. <b>Extra maneuvering space is recommended at the U-turn</b>	Yes	<b>Refer to Traffic Review for further comments.</b>
<b>Drive-through setbacks (Sec. 5.3.11.A,B)</b>	Drive through shall follow parking setback requirements and applicable parking lot landscaping requirements	Drive-through conforms to the parking setbacks	Yes	
<b>Bypass Lane for Drive-through (Sec. 5.3.11.D)</b>	Drive-through facilities shall provide 1 bypass lane, min. of 18 ft. in width, unless otherwise determined by the Fire Marshal	A bypass lane (with a minimum width of 18 ft. including the drive-through and bypass lane)	Yes	
<b>Width &amp; Centerline Radius of Drive-through Lanes (Sec. 5.3.11.E,F,H)</b>	Drive-through lanes shall have a minimum 9 ft. width, centerline radius of 25 ft. and a minimum length of 19 ft.	18 ft. width provided; centerline radius 35 ft.	Yes	
<b>Drive-Thru Stacking Spaces (Sec. 5.3.11.I)</b>	The distance between the order board and the pick-up window shall store four (4) vehicles, and four (4) vehicles shall be stored in advance of the menu board (not including the vehicles at the pick-up window and menu board).	5 vehicles in advance of menu board	Yes	
<b>Drive-through Lane Delineated (Sec. 5.3.11.G)</b>	Drive-through lanes shall be striped, marked, or otherwise delineated	Delineated with landscape island	Yes	
<b>Height, bulk, density and area limitations (Sec 3.1.23.D)</b>				
<b>Frontage on a Public Street (Sec. 5.12)</b> <b>Access To Major Thoroughfare (Sec. 5.12)</b>	Frontage on a Public Street is required.	The site has frontage and access to Novi Road	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Minimum Zoning Lot Size</b> for each Unit in Acres (Sec 3.6.2.D)	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.		NA	
<b>Minimum Zoning Lot Size</b> for each Unit: Width in Feet (Sec 3.6.2.D)			NA	
<b>Open Space Area</b>	----	---	---	---
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	(Sec 3.6.2.D)	26.5 5 for entire shopping area	Yes	
<b>Building Height</b> (Sec. 3.20)	45 ft. or 3 stories whichever is less	No change to existing building height	Yes	
<b>Outdoor Restaurants (Sec. 4.84)</b>				
<b>Accessory Use</b> (Sec. 4.84)	Outdoor seating as an accessory use is allowed per section 4.84.	Outdoor seating for 10 people is proposed.	Yes	
<b>Site Plan Review</b> (Sec. 4.84.1)	If the seating area is proposed as part of a site plan application it shall require site plan review and approval by the Planning Commission	The seating will be reviewed along with the current site plan	Yes	
<b>Building and fire codes</b> (Sec. 4.84.1)	Outdoor seating areas shall also comply with all applicable building and fire codes	Will be reviewed with Outdoor seating permit	NA	
<b>Timings</b> (Sec. 4.84.2)	Permitted between March 1 <sup>st</sup> and November 30 <sup>th</sup> .	Note added to plan	Yes	
<b>Pathway</b> (Sec. 4.84.4)	Outdoor seating areas shall be located in a manner to maintain a minimum pathway width of six (6) feet (clear of structures such as light poles, trees and hydrants) along the sidewalk	6 feet clear space appears to be indicated	Yes	<b>Provide the distance to verify conformance</b>
<b>Enclosure</b> (Sec. 4.84.4)	It shall be enclosed where there is alcohol service.	Note added that no alcohol will be served; Metal railing is proposed	Yes	
<b>Location</b> (Sec. 4.84.5)	If located in public, ROW, then approval from all relate agencies is required.	It is not located in Public-Right of way	NA	

Item	Required Code	Proposed	Meets Code	Comments
	Additional requirements may apply.			
<b>Parking</b> (Sec. 4.84.6)	For more than 20 seating, parking shall be calculated.	Additional parking not required; Outdoor seating for 10 people is proposed	NA	
<b>Hours of Operation</b> (Sec. 4.84.7)	Hours of operation same as inside restaurant.	Shown on sheet P2.1	Yes	
<b>Building Setbacks (Sec 3.31.7.D)</b>				
Front and Exterior side yard	50 ft.	No changes proposed to existing setbacks	Yes	
Rear	35 ft.			
Side	35 feet (total of 70 ft)			
<b>Parking Setback (Sec 3.31.7.D)</b>				
Front and Exterior side yard	20 ft.	No changes proposed to existing setbacks	Yes	
Rear and interior side	10 ft.			
Side	20 ft.			
<b>Note To District Standards for RC district (Sec 3.6.2)</b>				
<b>Exterior Side Yard Abutting a Street</b> (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Existing parking lot and development	Yes	
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)	Off-street parking is allowed in front yard.	All existing parking	Yes	
<b>Distance between buildings</b> (Sec 3.6.2.H)	It is governed by sec. 3.8.2 or by the minimum setback requirements, whichever is greater.	Existing buildings	NA	
<b>Wetland/Watercourse Setback (Sec 3.6.2.M)</b>	A setback of 25ft from wetlands and from high watermark course shall be maintained.	No wetlands on site	NA	
<b>Additional Building height</b> (Sec 3.6.2.O)	Additional height upto 65 ft. may be allowed for properties within 1200 ft from a freeway subject to additional conditions	Not applicable	NA	



Item	Required Code	Proposed	Meets Code	Comments
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	A landscape plan is provided.	Yes	<b>Please refer to Landscape Review for additional information</b>
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q.	Parking setbacks conform to the minimum required.	NA	
<b>Parking, Loading and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b>	Sec. 5.2.12.C. Planned commercial or shopping centers will apply	Total required spaces: 1,562 Total provided: 1, 970 spaces Total after drive-thru: 1,840 spaces	Yes	<b>130 spaces being removed for the current improvements</b>
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	90° spaces: 9 ft. x 19 ft. parking spaces with 24 ft. drives	9 ft. x 19 ft. parking spaces with 24 ft. drives	Yes	
	9 ft. x 17 ft. parking spaces along 7 ft. interior sidewalks, provided a 4 in. curb at these locations & along landscaping	9 ft. x 17 ft. parking spaces with 24 ft. drives		
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	- shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	25 ft. setback.	NA	
<b>End Islands</b> (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance	End islands conform to code.	Yes?	<b>Check Traffic Review to confirm end islands meet code requirements. Traffic has raised some operational concerns near the dead-end north of the proposed drive-thru</b>
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	Existing	Existing	NA	
<b>Barrier Free Space</b>	- 8' wide with an 8' wide	Existing.	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Dimensions</b> <i>Barrier Free Code</i>	access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces			
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	Existing.	NA	
<b>Minimum number of Bicycle Parking</b> <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile spaces, minimum two (2) spaces For 84 spaces: 4 spaces	1wave style bike rack proposed that holds 4 bikes	Yes	
<b>Bicycle Parking General requirements</b> <i>(Sec. 5.16)</i>	No farther than 120 ft. from the entrance being served	Appears to be within 120 ft.		
	When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations	4 spaces proposed		
	Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	1wave style bike rack proposed that holds 4 bikes		
<b>Bicycle Parking Lot layout</b> <i>(Sec 5.16.6)</i>	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Not indicated	No	<b>Indicate the layout that fits the bike rack proposed</b>
<b>Loading Spaces</b> <i>Sec. 5.4.1</i>	<ul style="list-style-type: none"> <li>- Within the OS districts, loading space shall be provided in the rear yard or</li> <li>- in the case of a double frontage lot, in the interior side yard,</li> <li>- In the ratio of five (5) square feet per front foot of building up to a total area of three-hundred sixty (360) square feet per building.</li> </ul>	The building is located as part of a shopping center. Loading area is proposed within internal parking lot	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Dumpster</b> <i>Sec 4.19.2.F</i>	<ul style="list-style-type: none"> <li>- Located in rear yard</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft., from property line.</li> <li>- Away from Barrier free spaces</li> </ul>	<p>Two dumpsters provided</p> <p>1 attached to the building</p> <p>Other detached, appears to be less than 10 feet from the building</p>	No	<b><u>Dumpster near Jared Jewelers do not meet the minimum separation requirements</u></b>
<b>Dumpster Enclosure</b> <i>Sec. 21-145. (c)</i> <i>Chapter 21 of City Code of Ordinances</i>	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Elevations provided	Yes	<b>Refer to Façade review for more details</b>
<b>Exterior lighting</b> <i>Sec. 5.7</i>	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal.	A lighting plan is not provided at this time	Yes?	
<b>Roof top equipment and wall mounted utility equipment</b> <i>Sec. 4.19.2.E.ii</i>	- 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.	A note on the plan indicates that the existing and new rooftop equipment will be screened by parapet	Yes?	
<b>Roof top appurtenances screening</b>	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road, or adjacent property.			
<b>Non-Motorized Facilities</b>				
<b>Article XI. Off-Road Non-Motorized Facilities</b>	<p>A 6 foot sidewalk is required along collector and arterial roads</p> <p>Building exits must be connected to sidewalk system or parking lot.</p>	Proposed as required	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Proposed, but do not meet requirements	Yes?	
<b>Other Requirements</b>				
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Mostly provided	Yes?	<b>Refer to all review for additional information requested</b>
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied, if known)</li> </ul>	Not provided at this time	No	<b>Please provide information prior to Planning Commission meeting</b>
<b>Development/ Business Sign &amp; Street addressing</b>	<ul style="list-style-type: none"> <li>- Signage if proposed requires a permit.</li> <li>- The applicant should contact the Building Division for an address prior to applying for a building permit.</li> </ul>	Not proposed at this time		<u>For further information contact Ordinance 248-347-0438 if a sign permit is required.</u>
<b>Project and Street naming</b>	Some projects may need approval from the Street and Project Naming Committee.	Not applicable	NA	
<b>Property Split</b>	The proposed property split must be submitted to the Assessing Department for approval.	No property splits proposed.	NA	
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				

Item	Required Code	Proposed	Meets Code	Comments
<b>Intent</b> (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.	A lighting plan is provided	Yes?	
	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures.			
<b>Lighting Plan</b> (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures.	Provided	Yes	<p><b>Indicate the location of proposed light fixtures on the plan along with labels that correspond with the schedule.</b></p> <p><b>Are there any new pole lights proposed?</b></p> <p><b>Are there any new building lights proposed?</b></p>
	Photometric data	Provided	Yes	
	Fixture height			
	Mounting & design			
	Glare control devices			
	Type & color rendition of lamps	LED		
	Hours of operation	Provided	Yes	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties.	Provided	Yes	
<b>Required Conditions</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses.			
<b>Required Conditions</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>	Not shown on plans	No	<b>Please add these notes to the plans</b>
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest	The proposed improvements are an	NA	

Item	Required Code	Proposed	Meets Code	Comments
	light of the surface being lit shall not exceed 4:1.	addition to the existing site layout. They do not warrant complying with the average to minimum ratio for the site, as new lot split is not proposed.		
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps.	LED	Yes	
<b>Min. Illumination</b> (Sec. 5.7.3.K)	Parking areas: 0.2 min	Proposed pathways include 0.2 min	Yes	
	Loading & unloading areas: 0.4 min			
	Walkways: 0.2 min			
	Building entrances, frequent use: 1.0 min			
	Building entrances, infrequent use: 0.2 min			
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district: - Maximum illumination at the property line shall not exceed 1 foot candle.	Illumination levels at property line are kept under 1	Yes	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts: - All cut off angles of fixtures must be 90°. - Maximum illumination at the property line shall not exceed 0.5 foot candle.	Not applicable	NA	

**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

November 30, 2018

## Engineering Review

Starbuck's Expansion and Drive-Thru  
JSP18-0033

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### Applicant

Ramco West Oaks II LLC

### Review Type

Combined Preliminary and Final Site Plan

### Property Characteristics

- Site Location: South of 12 Mile Rd, West of Novi Rd
- Site Size: 4 parcels of 33.86 ac shopping center
- Plan Date: 10/29/18
- Design Engineer: Atwell

### Project Summary

- Construction of an additional 1,396 square-foot to existing 6,716 square-foot building with drive-thru window and lane.
- Relocation of existing utility services will serve the building expansion.

### Recommendation

**Approval of the Preliminary Site Plan is recommended, with items to be addressed in a revised Final Site plan submittal.**

### Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following exceptions, which can be addressed in a revised Final Site Plan submittal:

#### General

1. Provide a minimum of two ties to established section or quarter section corners and include the information in the site plans.
2. Include the City benchmark information on the plan sheets and show and label city benchmark(s).
3. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets-



- rev. 02/16/2018), and paving (2 sheets-rev. 03/05/2018) at the time of the printed Stamping Set submittal (these sheets should NOT be printed with a revised final submittal). These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>
4. Provide a sheet showing the existing conditions. Clearly distinguish between proposed improvements and existing features of the site.
  5. Show existing utility easements on the utility plan.
  6. Provide a traffic control sign table listing the quantities of each sign type proposed. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
  7. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
  8. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of paved areas, and illustrate on the profiles.
  9. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
  10. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
  11. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Division for review.
  12. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
  13. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.

#### Utilities

14. The utility plan indicates that an existing 4" water lead and an existing 3" water lead are to be re-routed but does not show existing conditions. Show on the plan where the water leads are being re-routed from.
15. Provide length and size of the lead to the remote FDC location.
16. Coordinate with Building Department for review and approval of internal grease interceptor.

#### Storm Sewer

17. Provide storm sewer sizing calculations.

18. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

#### Paving & Grading

19. Refer to city standard paving detail sheets for minimum pavement cross sections and mix types. Revise details on sheet C11 to be consistent with these standards and remove any redundant or conflicting details.
20. Detectable warning plates are required at all barrier free ramps, hazardous vehicular crossings and other areas where the sidewalk is flush with the adjacent drive or parking pavement. The barrier-free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the latest version of the MDOT standard detail for detectable surfaces.
21. Label specific ramp locations on the plans where the detectible warning surface is to be installed.
22. Specify the product proposed and provide a detail for the detectable warning surface for barrier free ramps. The product shall be the concrete-embedded detectable warning plates, or equal, and shall be approved by the Engineering Department. Stamped concrete will not be acceptable.
23. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards given in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).

#### Off-Site Easements

24. Any off-site easements anticipated must be executed **prior to final approval of the plans**. Off-site easements are not anticipated at this time.

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

25. Revised itemized cost estimate including relocated remote FDC lead.
26. A letter from either the applicant or the applicant's engineer 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.**

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

27. 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).
28. 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.

29. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Ted Meadows at 248-844-5400 for more information.
30. Construction inspection fees in the estimated amount of \$9,359.97 must be paid to the Community Development Department. The amount will be finalized with the final cost estimate and provided at the time of pre-construction checklists.
31. A street sign financial guarantee (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.

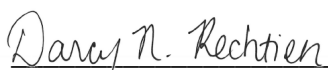
**The following must be addressed prior to issuance of a Temporary Certificate of Occupancy approval for the development:**

32. 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, at 1.2 times the amount required to complete the site improvements as specified in the Performance Guarantee Ordinance.
33. All easements referenced above must be executed, notarized and approved by the City Attorney and City Engineer.
34. Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.

Prior to preparing stamping sets, the Applicant is advised to provide any revised sheets directly to the Engineering Division for an informal review and approval.

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

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



Darcy N. Rechtien, P.E.

cc: Sri Komaragiri, Community Development  
George Melistas, Engineering

## LANDSCAPE REVIEW



# PLAN REVIEW CENTER REPORT

November 19, 2018

## Preliminary/Final Site Plan - Landscaping

### Starbucks Drive Thru – West Oaks

Review Type

Preliminary Landscape Review

Job #

JSP18-0033

Property Characteristics

- Site Location: West Oaks Shopping Center (west side of Novi Road, north of Grand River)
- Site Acreage: 14.92 Acres (Development boundary: 1.52 Acres)
- Site Zoning: RC: Regional Commercial
- Adjacent Zoning: RC: Regional Commercial
- Plan Date: 10/29/2018

Ordinance Considerations

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

Recommendation

The project **is recommended for approval for Preliminary Site Plans, but not Final Site Plans**. The waivers listed below represent the most significant deviations from the ordinance, but additional information about the existing landscaping that will contribute to the drive-thru's screening needs to be provided in order to determine whether what is provided is sufficient.,

**LANDSCAPE WAIVERS REQUIRED:**

- Shortage in landscape area provided.
- Shortage in frontage of building addition facing Novi road that is landscaped

**POSSIBLE WAIVERS REQUIRED IF ADDITIONAL SCREENING IS NOT PROVIDED:**

- Insufficient loading zone/drive thru area screening

**Please work to remove as many landscape waivers as possible.**

**NOTE: The landscape plan must be created, finalized and stamped by a licensed or professional landscape architect.**

Ordinance Considerations

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

Provided.

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

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

3. Please clearly show all utility lines and structures on the landscape plan and work to remove all tree/utility conflicts.

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

1. No woodland trees. Existing landscape trees are located and identified.
2. Please identify and show the sizes (dbh) of all existing trees near the site and in the greenbelt between the drive-thru and Novi Road.
3. Please include all existing plantings to remain on the landscape plan.

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

Property is not adjacent to Residential.

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

The project is not immediately adjacent to rights-of-way or an industrial subdivision road so no new right-of-way berms are required, **but the existing berms and landscaping must be shown accurately to assess whether they and the existing greenbelt provide sufficient screening from Novi Road or whether more is required.**

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

The project is not immediately adjacent to a street so no new street trees are required.

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

1. As the drive-thru is basically linear, only perimeter trees along the accessway are required, not interior space.
2. New endcap islands are required for all parking bays adjacent to the drive-thru area. Two are provided with sufficient area and a tree planted in it. **An additional island may be required north of the drive thru lane, depending on the traffic consultant's review. If it is required, it should also have a deciduous canopy tree planted in it.**

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

1. It appears that there are sufficient trees provided, but that must be verified with correct calculations.
2. **Please graphically show the line used for calculation of the perimeter.**
3. **Please add calculations for parking lot perimeter trees required at 1 tree per 35lf on both sides of the drive-thru, except along the building.**

Drive Thru screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

1. The drive-thru lane is sufficiently screened from Novi Road by a line of inkberries, except for a fifteen foot gap in the center.
2. **Please provide some other form of screening at least 3 feet high in that gap. A low opaque fence is a possible solution.**

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

1. The loading zone is mostly screened from Novi Road by the proposed canopy trees and drive-thru inkberries.
2. With the additional screening provided for the drive-thru, the screening should be sufficient.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. The required foundation landscaping is the perimeter of the addition (not the entire building), less doorways, times 8. It is unclear whether the calculation provided is for the entire building or the addition. **Please clarify that and correct the calculation if necessary or provide the required landscape area.** Currently, the calculations indicate

that 3,712sf are required but only 2,058sf are provided. This would require a landscape waiver.

2. 60% of the addition frontage facing Novi Road must have landscaping. The calculation indicates that 67lf are proposed while only 64lf are required, but no landscaping appears to be located along the Novi Road frontage. If the current situation is maintained, a landscape waiver would be required. **Please provide the required landscaping along the Novi Road frontage in a bed at least 4 feet wide.**
3. **Please label in SF all of the foundation landscaping areas to be counted toward the requirement. They should be planted with more than just lawn.**

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

Provided.

Planting Notations and Details (LDM)

1. Provided.
2. **Please revise the notes as requested on the Landscape Chart.**

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

1. No above-ground detention is proposed so no detention basin landscaping is required.
2. No Phragmites australis exists on the site.

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please note how this will be accomplished if an irrigation plan is not provided.
3. If an irrigation plan will be provided, please include it in the electronic stamping sets.

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

1. Provided.
2. **Please show the contours of the existing berms between the drive-thru and Novi Road.**

Snow Deposit (LDM.2.q.)

Provided.

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

1. No woodlands exist on the site and no trees are proposed to be removed.
2. **Please show all trees to remain on the site on the landscape plan.**

Corner Clearance (Zoning Sec 5.9)

Provided.

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



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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – Combined Preliminary/Final Site Plan

**Review Date:** November 19, 2018  
**Project Name:** JSP18 – 0033: Starbucks Expansion & Drive-thru  
**Plan Date:** October 29, 2018  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

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

### LANDSCAPE WAIVERS REQUIRED:

- Shortage in landscape area provided.
- Shortage in frontage of building addition facing Novi road that is landscaped

### POSSIBLE WAIVER REQUIRED IF ADDITIONAL SCREENING IS NOT PROVIDED:

- Insufficient loading zone/drive thru area screening

Please work to remove as many landscape waivers as possible.

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1" =20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Scale: 1" =20'	Yes	
<b>Project Information</b> (LDM 2.d.)	Name and Address	Sheets C09, C10	Yes	
<b>Owner/Developer Contact Information</b> (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information</b> (LDM 2.b.)	Name, Address and telephone number of RLA	It is not clear who created the landscape plan or if it was a landscape architect.	No	<b>Landscape plan needs to be created by a licensed/professional landscape architect.</b>
<b>Sealed by LA.</b> (LDM 2.g.)	Requires original signature	Not provided.		<u>Need for Final Site Plans</u>



Item	Required	Proposed	Meets Code	Comments
<b>Miss Dig Note</b> (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
<b>Zoning</b> (LDM 2.f.)	Include site zoning and all adjacent zoning	<u>Parcel:</u> R-C Rezone to PD-2 <u>North, South, East, West:</u> R-C	No	<b>Please show zoning of site and adjacent parcels on landscape plan.</b>
<b>Survey information</b> (LDM 2.c.)	<ul style="list-style-type: none"> <li>▪ Legal description or boundary line survey</li> <li>▪ Existing topography</li> </ul>	<ul style="list-style-type: none"> <li>▪ Description: Sheet C02</li> <li>▪ Limited topography provided on Topography Survey Sheet</li> </ul>	Yes	
<b>Existing plant material</b> <b>Existing woodlands or wetlands</b> (LDM 2.e.(2))	<ul style="list-style-type: none"> <li>▪ Show location type and size. Label to be saved or removed.</li> <li>▪ Plan shall state if none exists.</li> </ul>	Existing conditions on Topographic Survey.	No	<b>Please show and label all existing trees (including their species and dbh) in the vicinity of the site, including in the greenbelt between the site and Novi Road. It is important to know what screening already exists between drive-thru and Novi Road.</b>
<b>Soil types</b> (LDM.2.r.)	<ul style="list-style-type: none"> <li>▪ As determined by Soils survey of Oakland county</li> <li>▪ Show types, boundaries</li> </ul>	Sheet C02 – Marlette Sandy Loam	Yes	
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	<ul style="list-style-type: none"> <li>▪ Island square footages are provided in SF on Sheet C09.</li> <li>▪ Island widths are not provided.</li> </ul>	Yes/No	<b>Please dimension island widths in linear feet.</b>
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	<ul style="list-style-type: none"> <li>• Show overhead and underground utilities, including hydrants</li> <li>• Show existing and proposed light fixtures.</li> </ul>	On Sheets C07, C08	No	<ol style="list-style-type: none"> <li>1. Please clearly show and label all existing utility lines and structures on landscape plan to avoid conflicts, and resolve any tree/utility conflicts.</li> <li>2. Please show all lighting fixtures on the landscape plan to avoid tree/light conflicts in the field.</li> </ol>
<b>Proposed grading. 2' contour minimum</b>	Provide proposed contours at 2' interval	Proposed spot elevations provided	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM 2.e.(1))		on Sheet C05		
<b>Snow deposit</b> (LDM.2.g.)	Show snow deposit areas on plan	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>▪ Clear sight distance within parking islands</li> <li>▪ No evergreen trees</li> </ul>	Yes	Yes	
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	<b>Please provide a legend for all hatching or use callouts to make clear what the ground treatments are.</b>
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	<ul style="list-style-type: none"> <li>▪ A minimum of 200 SF to qualify</li> <li>▪ A minimum of 200sf unpaved area per tree planted in an island</li> <li>▪ 6" curbs</li> <li>▪ Islands minimum width 10' BOC to BOC</li> </ul>	Yes	TBD	<b>Please dimension widths of islands in linear feet.</b>
<b>Curbs and Parking stall reduction</b> (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Endcap islands are provided north and south of drive-thru.	TBD	<b>It appears that the parking bay east of the new northern island will be needed to be provided with endcap island too.</b>
<b>Contiguous space limit</b> (i)	Maximum of 15 contiguous spaces	Parking bays are not enlarged by the project.	Yes	<b>See above.</b>
<b>Plantings around Fire Hydrant</b> (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	All trees are 10 feet from hydrants.	TBD	<ol style="list-style-type: none"> <li>1. Trees should also be 5 feet from underground lines.</li> <li>2. <b>Please show all utilities on landscape plan and adjust lines/trees to avoid conflicts.</b></li> </ol>
<b>Landscaped area</b> (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	TBD	<ol style="list-style-type: none"> <li>1. Hatching indicates that some sort of groundcover is provided.</li> <li>2. <b>Please provide callouts or legend indicating what groundcovers will be.</b></li> </ol>
<b>Clear Zones</b> (LDM)	25 ft corner clearance	There are no trees	Yes	

Item	Required	Proposed	Meets Code	Comments
2.3.(5))	required. Refer to Zoning Section 5.5.9	blocking views.		
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of vehicular use areas up to 50,000sf x 7.5%	<ul style="list-style-type: none"> <li>A = x sf * 7.5 % = A sf</li> <li>50,000 * 7.5% = 3750 sf</li> </ul>	xxx sf		As it's basically just an access drive, interior planting calculations are not required.
B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> <li>B = x sf * 1% = B sf</li> <li>(xxx - 50000) * 1% = xxx sf</li> </ul>	xxx sf		See above.
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of vehicular use area up to 50,000 sf x 5%	A = x sf * 5% = A sf	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%	B = 0.5% x 0 sf = B SF	NA		
<b>All Categories</b>				
C = A+B Total square footage of landscaped islands	A + B = C SF	xxx sf	TBD	
D = C/200 Number of canopy trees required	<ul style="list-style-type: none"> <li>C/200 = D Trees</li> </ul>			Please add one deciduous canopy tree in any new endcap landscape island required.
<b>Accessway perimeter</b>	<ul style="list-style-type: none"> <li>1 canopy tree per 35 lf on each side of drive, less frontage of building on drive.</li> <li>xxx/35</li> </ul>	<ul style="list-style-type: none"> <li>12 canopy trees are provided in and around the drive-thru lane</li> <li>One tree is planted in each of the new endcap islands.</li> </ul>	No	<ol style="list-style-type: none"> <li>It is not clear what the calculation is based on to get the quantity required figure.</li> <li>Please provide calculation and show basis of calculation (what area or perimeter are being used).</li> <li>Please provide required trees.</li> </ol>
<b>Parking land banked</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>	None		
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				

Item	Required	Proposed	Meets Code	Comments
<ul style="list-style-type: none"> <li>▪ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>▪ Berm should be located on lot line except in conflict with utilities.</li> <li>▪ Berms should be constructed with 6" of top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	As site is not adjacent to residential, no berm is required.	None		
<b>Planting requirements (LDM 1.a.)</b>	LDM Novi Street Tree List	NA		
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements (Zoning Sec 5.5.3.A.(5))</b>	As frontage is not changing, no changes are required.	No changes to the existing berm are proposed	TBD	<ol style="list-style-type: none"> <li>1. Please show what the height of the existing berm is in relation to the elevation of the drive-thru.</li> <li>2. It should be at least 3 feet above the height of the drive thru paving at the turnaround to block headlights from Novi Road.</li> </ol>
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>▪ Label contour lines</li> <li>▪ Maximum 33%</li> <li>▪ Min. 3 feet flat horizontal area</li> <li>▪ Minimum 3 feet high</li> <li>▪ Constructed of loam with 6' top layer of topsoil.</li> </ul>	<ul style="list-style-type: none"> <li>▪ NA – only the existing berm near Novi Road is provided.</li> <li>▪ No new berms are required.</li> </ul>		
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	The only overhead lines are close to Novi Road, out of the area of work.		
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No walls are proposed.		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>				
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				

Item	Required	Proposed	Meets Code	Comments
<b>Greenbelt width</b> (2)(3) (5)	RC: Adj to Parking: 20 ft. RC: Not adj to Pkg: 25 ft	35 ft to existing curb to remain	Yes	
Min. berm crest width	RC: Adj to pkg: 2 ft	Existing berms exist, only shows up as outlines (no contours).	No	<b>Please include berm on topo survey.</b>
Minimum berm height (9)	RC: Adj to pkg: 3 ft	Existing berm exists, but height is not shown.	No	<b>Please include berm heights on existing conditions plan.</b>
3' wall	(4)(7)			
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<u>RC Zoning:</u> ▪ Adj to Pkg: 1 tree per 35 lf ▪ 117/35 = 3 trees	<ul style="list-style-type: none"> <li>▪ xx existing trees</li> <li>▪ xx proposed trees</li> </ul>	TBD	<ol style="list-style-type: none"> <li>1. Please show species, dbh of existing trees on landscape plan including those in the Novi Road greenbelt.</li> <li>2. If any trees are missing from the original plan, they should be replaced at this time.</li> </ol>
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<u>RC Zoning:</u> ▪ Adj to Pkg: 1 tree per 20 lf ▪ 117/20 = 6 trees	<ul style="list-style-type: none"> <li>▪ xx existing trees</li> <li>▪ xx proposed trees</li> </ul>	TBD	<b>See above</b>
<b>Canopy deciduous trees in area between sidewalk and curb</b> ( <i>Novi Street Tree List</i> )	<u>RC Zoning:</u> ▪ 1 tree per 35 lf ▪ 117/45 = 3 trees	xx existing trees	TBD	As there are no changes to greenbelt associated with this project, no additional street trees are required.
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Drive-thru screening</b>		<ul style="list-style-type: none"> <li>▪ Inkberries are provided along most of outer edge of drive-thru turn.</li> <li>▪ Central 15 feet has no screening.</li> </ul>	No	<b>Please provide some sort of screening at least 3 feet high in center 15 feet to block headlights.</b>
<b>Screening of outdoor storage, loading/unloading</b> ( <i>Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5</i> )		Loading zone is in new internal island	No	<b>Once the central 15 feet is blocked per the request above, the loading zone will be sufficiently screened from Novi Road.</b>
<b>Transformers/Utility boxes</b> ( <i>LDM 1.e from 1 through 5</i> )	<ul style="list-style-type: none"> <li>▪ A minimum of 2ft. separation between box and the plants</li> <li>▪ Ground cover below 4" is allowed up to</li> </ul>	Transformer screening screened from east, but not north.	No	<b>1. Please add screening across the sidewalk to the north of the transformer to block it from that</b>

Item	Required	Proposed	Meets Code	Comments
	pad. <ul style="list-style-type: none"> <li>No plant materials within 8 ft. from the doors</li> </ul>			angle. <ol style="list-style-type: none"> <li>Please add a note that the screening shrubs shall be maintained at a height at least as tall as the transformer.</li> </ol>
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
Interior site landscaping SF	<ul style="list-style-type: none"> <li>Equals to entire perimeter of the building x 8 with a minimum width of 4 ft.</li> <li>x If x 8ft = x SF</li> </ul>	<ul style="list-style-type: none"> <li>No foundation landscaping is provided on east side of building, facing Novi Road.</li> <li>It is unclear what areas are foundation landscaping areas.</li> </ul>	No	<ol style="list-style-type: none"> <li>Please label all foundation areas in SF to verify that requirement is met.</li> <li>A landscape waiver would be required for shortages in foundation area provided or providing it anywhere but at the base of the building.</li> <li><u>Foundation plantings are to be included in cost estimate.</u></li> </ol>
Zoning Sec 5.5.3.D.ii. All items from (b) to (e)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	Please indicate all existing and proposed foundation landscaping on landscape plan.	TBD	<ol style="list-style-type: none"> <li>At least 60% of linear footage of addition facing Novi Road should be landscaped (not area). Please add landscaping as required.</li> <li>A landscape waiver will be required for shortages in foundation area provided.</li> </ol>
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> <li>Clusters of large native shrubs shall cover 70-75% of the basin rim area</li> <li>10" to 14" tall grass along sides of basin</li> <li>Refer to wetland for basin mix</li> </ul>	No detention pond exists on the site so no detention landscaping is required or provided.		
Phragmites Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> <li>Any and all populations of Phragmites australis on site shall be included on tree survey.</li> </ul>	There is no Phragmites in the project area.		

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> <li>Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site.</li> </ul>			
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.i. & Zoning Sec 5.5.5.B)	Provide intended date	Between Mar 15 and Nov 15.	No	<b>Please add note</b>
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>Include statement of intent to install and guarantee all materials for 2 years.</li> <li>Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	Yes	Yes	<b>Please add “2 year” after the word required in Maintenance/ Warranty Note #2.</b>
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No	No	<b>Please add note</b>
<b>Irrigation plan</b> (LDM 2.s.)	A fully automatic irrigation system or a method of providing sufficient water for plant establishment and survival is required on Final Site Plans.	No	No	<ol style="list-style-type: none"> <li><u>Please add irrigation plan or information as to how plants will be watered sufficiently for establishment and long- term survival.</u></li> <li><u>If xeriscaping is used, please provide information about plantings included.</u></li> <li><u>If an irrigation system will be used, please include it in the electronic stamping sets.</u></li> </ol>
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	Yes	Yes	<b>See note above.</b>
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 2.h.) – Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	Yes	
<b>Planting Details/Info (LDM 2.i) - Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Multi-stem Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	NA		
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions (LDM 3.a)</b>	Plant materials shall not be planted within 4 ft. of property line	Site is not near property line so this note is not required.		
<b>Plant Materials &amp; Existing Plant Material (LDM 3.b)</b>	Clearly show trees to be removed and trees to be saved.	Locations of trees and shrubs on berm appear to be shown, but no IDs are provided.	No	<ol style="list-style-type: none"> <li>1. Please show all existing landscaping in near vicinity of the project, including in the greenbelt/right-of-way.</li> <li>2. Trees need to be identified.</li> <li>3. Please clearly show all trees and shrubs to be removed.</li> <li>4. Please leave all existing plant material to remain on the landscape plan.</li> </ol>
<b>Landscape tree credit (LDM3.b.(d))</b>	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	No		



Item	Required	Proposed	Meets Code	Comments
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	2.5" canopy trees 6' evergreen trees		TBD	
<b>Plant size credit</b> (LDM3.c.(2))	NA	No		
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List		TBD	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities		TBD	1. Please clearly indicate any overhead lines in vicinity of project. 2. If none exist, please add a note to landscape plan stating this.
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	<b>Please use compost instead of peat in Installation Note #5.</b>

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.

TRAFFIC REVIEW



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

**Project name:**  
JSP18-0033 – Starbucks Expansion and Drive  
Thru PSP/FSP Traffic Review

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

**From:**  
AECOM

**Date:**  
November 28, 2018

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

# Memo

**Subject: JSP18-0033 – Starbucks Expansion and Drive Thru Traffic Preliminary/Final Traffic Review**

The preliminary/final site plan was reviewed to the level of detail provided and AECOM **recommends approval of the preliminary plans and denial** for the applicant to move forward on the **final plans** based on undetermined site issues such as an updated traffic study, bicycle parking layout, sign details, proposed island details, truck turning patterns, and/or other missing site details, as discussed below.

## GENERAL COMMENTS

1. The applicant is proposing a 1,396 square foot expansion of the existing Starbucks, plus the addition of a drive-thru facility, at the Starbucks location in the West Oaks shopping center.
2. The total proposed Starbucks will be 2,412 square feet.
3. The development is located west of Novi Road, north of West Oaks Drive. Novi Road is under the jurisdiction of the Road Commission for Oakland County; West Oaks Drive is under the jurisdiction of the City of Novi.
4. Summary of traffic-related waivers/variances:
  - a. The applicant is not requesting any waivers/variances at this time.

## TRAFFIC IMPACTS

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

ITE Code: 937 (Coffee/Donut Shop with Drive-Through Window)  
Development-specific Quantity: 2,412 SF  
Zoning Change: none

Trip Generation Summary				
	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	216	110	100	Yes

<b>PM Peak-Hour Trips</b>	105	53	100	No
<b>Daily (One-Directional) Trips</b>	1,994	N/A	750	Yes

- It should be noted that the above trip generation estimates are for the **total** proposed development, and not in addition to the existing Starbucks. The ITE Trip Generation Manual does not have enough data to support trip generation for a Coffee/Donut Shop without Drive-Through Window in a suburban area, so without further study, the net increase cannot be estimated.

Trip Impact Study Recommendation	
Type of Study:	Justification
<b>Queuing Study</b>	A traffic impact and queuing study was completed on June 27, 2018. AECOM reviewed the study under a separate letter and recommended denial. The applicant has not provided an updated study.

## EXTERNAL SITE ACCESS AND OPERATIONS

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

- The applicant is not proposing any modifications to the external roadway interface.

## INTERNAL SITE OPERATIONS

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

- The applicant could expand the plan view area to accommodate the next parking bay to the west to allow the reviewers a more comprehensive opportunity to review the proposed modifications to the existing site.
- The applicant is proposing a 775 SF loading zone within the interior area of the proposed drive-thru lane on the northern side of the building, which exceeds City size requirements.
  - The applicant should expand the site plan view to show the adjacent maneuvering aisle and parking bay to the west of the loading zone to further review the accessibility to the area.
  - The applicant should indicate the largest size vehicle expected to use the loading zone and should provide truck turning patterns to show accessibility to the loading zone, or provide modifications such that a truck can access the site without impeding into designated parking areas, or having a disruptive effect on the safe and efficient flow of pedestrian and vehicular traffic, as required in the Zoning Ordinance, Section 5.4.2.A.
- The applicant is proposing two trash dumpsters on the west side of the building.
  - The applicant should indicate the need for two separate dumpster enclosures.
  - The applicant should provide truck turning patterns to ensure accessibility to/from the dumpsters.
  - It should be noted that the Zoning Ordinance requires that such dumpster locations be laid out in a manner that when in use shall not cut off or diminish access to off-street parking space or to service drives (Section 5.4.4). The applicant should review this section of the ordinance and adjust the design, as applicable, or may be required to seek a variance.
- The applicant is proposing the addition of a drive-thru window for the existing Starbucks.
  - Drive-through lanes shall not utilize any space which is necessary for adequate access to parking spaces from internal maneuvering lanes (Section 5.11.C of the Zoning Ordinance). The applicant has been asked to prepare a queuing study to confirm that the proposed drive-thru layout is designed such that the queuing

vehicles will be accommodated within the provided stacking spaces and they are not expected to queue into adjacent maneuvering lanes.

- b. Drive-through spaces shall provide one by-pass lane. The applicant has indicated a total drive-thru lane, plus bypass lane, width of 18 feet, which is acceptable to the City.
  - i. The applicant has indicated that the drive-thru lane and bypass lane each have an effective width of nine feet.
  - ii. The applicant should indicate the centerline radius of the drive-thru lane. City Zoning Ordinance requires a 25 foot centerline radius (Section 5.11.F).
  - iii. There are operational concerns with the proposed bypass lane near the east end, where vehicles are required to complete a 180 degree turn. The applicant should indicate via turning patterns that the proposed design can accommodate two lanes of travel around the landscaped island, OR, may modify the design such that it can accommodate two lanes of travel. Consideration may be given to reduce the landscaped area near the east end of the island and provide hatched pavement markings to delineate the drive-thru and bypass lanes, yet allow for a larger turning area.
- c. The applicant has replaced the vehicle icons on plans with stacking space indicators that are 19 feet by nine feet in width.
- d. The proposed drive-thru length meets stacking space requirements per the Zoning Ordinance section 5.3.11.I such that it provides space for four vehicles between the order board and the pick-up window and four spaces in advance of the order board.

#### 5. Parking Facilities

- a. The applicant should refer to the Planning Review letter for information related to parking space requirements within and around the site.
- b. The applicant has indicated proposed bicycle parking on the west side of the site.
  - i. The applicant has provided a detail of the bicycle parking rack. The proposed design is only 35 18" high, which does not meet the minimum 36" requirement. The Bike rack design should be revised to meet City standards.
  - ii. The applicant needs to provide a dimensional detail of the layout. Note that a 6 foot accessible route is required from the adjacent street to the bicycle parking facilities.
  - iii. The site is required to provide a minimum of four (4) bicycle parking spaces based on a "fast food" land use, in accordance with Table 5.16.1 of the Zoning Ordinance. The applicant should indicate the number of bicycle parking spaces provided.
  - iv. Any proposed bicycle parking shall be in accordance with Section 5.16 of the Zoning Ordinance.
- c. The applicant is proposing modifications to the existing parking bays throughout the site.
  - i. The three parking bays north of the proposed drive-thru area have been modified to include one raised end island and two painted end islands at the south end of the parking bays.
    - 1. The applicant should include dimensions (length and radii) of the raised end islands, designed in accordance with Section 5.3.12 of the Zoning Ordinance. Note that end islands should be three feet shorter than the adjacent parking space.
    - 2. The 23' aisle width should be increased to the 24' in order to meet City standards
    - 3. The painted end islands on the two outer parking bays block off the aisle, which is not in compliance with City standards. A 24' aisle should be provided along the south end of all three parking bays.
  - ii. The parking bay to the west of the proposed dumpster locations includes an end island on the north end of the parking bay. The applicant should provide the dimensions of the end island which should be designed in accordance with Section 5.3.12 of the Zoning Ordinance. Note that end islands should be three feet shorter than the adjacent parking space.
  - iii. The applicant should provide a 24' access aisle between the end island and the drive-thru area to meet maneuvering lane requirements per Section 5.3.2 of the Zoning Ordinance.
    - 1. It should be noted that, when no parking spaces are present adjacent to a maneuvering lane, the lane width may be reduced to 22 feet, face of curb to face of curb (if curbed)

unless the Planning Commission finds that the 24 foot width is warranted for the proposed use.

6. Sidewalk Requirements

- a. The applicant is proposing new 5' sidewalk along the eastern side of the building and landscape areas.
- b. The applicant has provided an ADA-compliant ramp at the northern end of the easterly sidewalk.
- c. It is recommended that an ADA-compliant ramp be placed at the sidewalk connection on the west side of the building nearest to the loading zone to accommodate loading and unloading activities more effectively.

## SIGNING AND STRIPING

- 1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).
  - a. The applicant should provide the following notes.
    - i. All roadside signs should be installed two feet from the face of the curb to the near edge of the sign.
    - ii. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.
    - iii. Traffic control signs shall use the Federal Highway Administration (FHWA) Standard Alphabet series.
    - iv. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements.
  - b. The applicant should provide a signing quantities table and additional details (MMUTCD designation and proposed size) in future submittals.
  - c. The applicant should update the sign details on sheet C11 to reflect the items noted above in 1a.
  - d. The applicant could include "Do Not Enter" (R5-1) signs on either side of the drive-thru exit.
- 2. The applicant has provided the necessary proposed pavement marking details and notes.
  - a. The applicant has indicated proposed parking spaces to be yellow to match the existing striping.
  - b. The applicant should indicate that the accessible parking symbol on sheet C11 will be white.
  - c. The applicant should indicate which of the traffic flow arrows shown on sheet C04 are proposed pavement markings. Arrows should be hollow for the purposes of showing traffic flow, and solid if proposed to be pavement markings.
    - i. The applicant shall update the note associated with the pavement marking directional arrows detail on sheet C11 to state that all directional arrow pavement markings will be white, regardless of the pavement material.

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

Sincerely,

**AECOM**



Maureen N. Peters, PE  
Senior Traffic/ITS Engineer



Paula K. Johnson, PE  
Senior Transportation Engineer

## QUEUING STUDY REVIEW



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

**Project name:**

JSP18-0033 Starbucks Drive-Through Expansion  
Traffic Impact Assessment and Queue Analysis  
Review

**From:**

AECOM

**Date:**

August 6, 2018

**To:**

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

**CC:**

Sri Komaragiri, Kirsten Mellem, George Melistas,  
Theresa Bridges, Richelle Leskun, Darcy Rechten

# Memo

**Subject:** Starbucks Drive-Through Expansion Traffic Impact Assessment and Queue Analysis Review

The TIA/queuing analysis was reviewed to the level of detail provided and AECOM **recommends denial** for the applicant to move forward until the comments provided below are adequately addressed to the satisfaction of the City.

## GENERAL COMMENTS

1. The TIA includes the results of a trip generation forecast as well as a queuing analysis for the expanded Starbucks restaurant to add a drive through in the West Oaks shopping center. The West Oaks shopping center is located west of Novi Road and south of Twelve Mile Road.
2. The proposed expansion adds 1,416 square feet (sf) and a drive-through facility to the existing Starbucks property.
  - a. The report preparer should update the size of the proposed expansion to be 2,432 sf instead of 2,412 sf to be consistent with the site plan. If alternate site plans were used, please provide a copy for reference.
3. The preparer has indicated that the expansion will include 12 vehicle stacking spaces; however, the latest plan set received by the City on May 25, 2018 and the site plan included as an appendix to the queuing study only shows 11 vehicle stacking spaces. The preparer should update the report to be consistent with the site plan. Note that this impacts multiple sections of the report.
4. The drive-through lane is proposed to be located in the adjacent parking lot and was requested to be studied to determine the impact of vehicles potentially queuing into and conflicting with parking and/or traffic operations in the adjacent parking lot, for purposes of identifying necessary queue storage areas.

## Site Trip Generation Analysis

1. The ITE *Trip Generation Manual* was used to estimate the net change in the number of trips generated by the development during the AM and PM peak hours of traffic.
2. The preparer should update the trip generation information for the proposed facility to be consistent with the 2,432 sf facility. The changes are minimal, but should be made for purposes of consistency amongst documents.
3. It is estimated that the proposed expansion with drive-through window will produce approximately 113 additional trips in the AM peak hour, 68 more trips in the PM peak hour, and 1,227 more trips throughout the day than the existing Starbucks without a drive-through.
4. It should be noted that these trip generation figures do not account for the expected internal capture or pass-by trip reductions that are expected with this type of development. The preparer should include the internal capture and



pass-by trip reductions to further illustrate the actual impact the development will have on the surrounding roadways.

## Queueing Analysis

1. The preparer states that approximately 65% of the AM peak period traffic utilizes the drive-through window and the remaining 35% enters the store based on conversations with Atwell, LLC and correspondence with Starbucks, but they do not provide data or material to support the statement. The preparer should include such information as an appendix to be able to validate the statement.
2. The proposed drive-through operations were analyzed in order to determine if the number of provided stacking spaces could accommodate the expected queue length.
3. The preparer stated that Starbucks provided an average service rate of 45 seconds from the customer completing their order to them pulling away from the drive-through window, but data to support this rate was not provided. The preparer should provide additional information and/or data to validate the statement.
4. Using the trip generation calculations and the statements regarding drive-through use and service rates, the preparer calculated that the approximate service rate of 80 vehicles per hour exceeds the expected arrival rate of 71 vehicles per hour during the AM peak periods.
5. The preparer then developed queue probability projections and calculated that the average queue is expected to be approximately eight vehicles, while the queue length at the 80% confidence level would be 12 vehicles, and 23 vehicles at the 95% confidence level.
6. The preparer also indicated that other studies documented on the ITE website indicated maximum observed queues of 13 vehicles. The preparer should provide a list of referenced studies.
7. The preparer indicated that even if queues reached 13 vehicles, customers may begin to “balk” and decide to park and enter the facility or cancel their trip and leave. Furthermore, they indicate that if queues reached 13 vehicles, there is sufficient storage on site to accommodate the extended queue length.

## West Oaks Shopping Center Driveways Operation

The preparer reviewed the impact of the Starbucks expansion to the existing West Oaks driveways onto Novi Road near the facility.

1. The preparer indicated that the increase in trips is not expected to have a significant impact on the operation of the driveways, based on an average of one entering and one exiting trip per minute.
2. The preparer should clarify the statement of “and street volumes are typically lower” on page 3 of the memo as the trip generation calculations were performed based on the peak hour of the adjacent street.

## West Oaks Shopping Center Parking Lot Operation

The preparer reviewed the impact of the Starbucks expansion to the West Oaks parking lot operations in the vicinity of the Starbucks site.

1. The preparer indicated that the peak period of the Starbucks drive-through would be 7:00 am – 9:00 am, when most of the adjacent businesses are not open or experience minimal traffic, and stated that even if the drive-through window queue length were to exceed to provided vehicle stacking spaces, it is not anticipated to impact parking operations since the parking lot is expected to be mostly empty at that time.

## Conclusion

In conclusion, the applicant and the preparer of the TIA/queuing analysis should review all comments contained within this memo and provide an update. Specifically, the following:

- The number of stacking spaces and size of the facility indicated in the TIA/queuing analysis is not consistent with the site plans provided. The preparer should update the study to reflect actual site plan conditions.
- Additionally, the applicant should review the results of this TIA and may consider altering the site plan to provide enough space for queueing, to be able to accommodate a minimum of 12 to 13 vehicles, as recommended by this and other studies, OR should receive confirmation from the City that the potential for queueing beyond the provided stacking spaces may be acceptable based on the overall West Oaks shopping Center parking lot layout.
- AECOM generally agrees with the statement that *current* neighboring land uses with the West Oaks shopping Center likely experience low activity during the AM peak period when the queues may spill into the parking lot aisles. Caution could be given to the potential for other adjacent future land uses to have similar peak periods, and the impacts that may occur as a result.
- Because of the layout of the parking lot and the various maneuver lanes throughout, access to/from adjacent land uses to/from the driveways is not expected to be an issue as a result of drive-through spillback.

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

Sincerely,

**AECOM**



Maureen Peters, PE  
Reviewer, Traffic/ITS Engineer



Paula Johnson, PE  
Senior Traffic Engineer

FAÇADE REVIEW



November 27, 2018

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

Attn: Ms. Barb McBeth – Director of Community Development

Re: **FACADE ORDINANCE Preliminary & Final Site Plan**  
**Starbucks Expansion / Drive Thru, JSP18-0056**  
 Façade Region: 1, Zoning District: RC

Dear Ms. McBeth:

The following is the Façade Review for the above referenced project based on the drawings provided by Wah Yee Architects dated 10/30/18. This project is considered an addition as described in Section 5.15.7 of the Façade Ordinance. Materials in non-compliance, if any, are highlighted in bold.

	North	South	East	West	Ordinance Maximum (Minimum)
Brick (Existing)	70%	50%	50%	60%	100% (30% Minimum)
Cast Stone	3%	10%	2%	10%	50%
EIFS	22%	25%	25%	25%	25%
Cement Fiber Wood (Nichiha)	0%	10%	16%	0%	25%
Fabric Awning	0%	0%	2%	2%	10%
Metal Cornice	5%	5%	5%	3%	15%

**Recommendation** – Section 5.15.7 of the Façade Ordinance allows a continuation of existing materials on the addition provided certain conditions are met. In this case the proposed addition is consistent with Section 5.15.7. The detail on sheet P2.1 for the dumpster enclosure indicates “masonry screen wall to match existing building masonry”, in this case brick. This application is in full compliance with the Façade Ordinance, and therefore qualifies for administrative approval in accordance with Section 6.1.1.c.x. of the Zoning Ordinance, provided that all other requirements for administrative approval are met.

## Notes to the Applicant:

1. Roof Screening - Although it is not indicated on the drawings, the applicant has stated that all existing and proposed roof equipment will be screened by raised parapet walls. It is the applicant's responsibility to determine the required location and height of such parapets. It should be noted that roof top equipment visible from any vantage point either on-site or off-site will be required to be screened with additional screens constructed of materials compliant with the Façade Ordinance.

2. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board (in this case the adjacent existing material) will be compared to materials to be installed. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

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

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

Sincerely,  
DRN & Architects PC



Douglas R. Necci, AIA

**FIRE REVIEW**





November 7, 2018

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center  
Lindsay Bell-Plan Review Center  
Hannah Smith-Planning Assistant

RE: Starbucks Expansion and Drive-Thru

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
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Andrew Mutch

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Chief of Police**  
David E. Molloy

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

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

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

**PSP# 18-0176**  
PSP# 18-0079

**Project Description:**

**Addition to the North end of the building 1416 S.Q.F.T. including a drive-thru.**

**Comments:**

**Meets Fire Department 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

APPLICANT RESPONSE LETTER



December 13, 2018

City of Novi  
45175 10 Mile Road  
Novi, Michigan 48375

**RE: West Oaks Starbuck's Expansion and Drive-Thru  
JSP 18-33**

As requested, please find enclosed the following documents;

- PDF files of the previously submitted site plan and building plan, no changes made.
- PDF files of the revised site plan and building plan.
  - Addressing City comments regarding the radius in the drive-thru, the parking end cap islands and slightly revised Jared dumpster location.
- Responses letters stating how we intend to address all of the staff comments in all of the review letters received in the December 5<sup>th</sup> plan review center report.
  - For ease of review, responses are provided in red on the enclosed plan review center report.
- PDF of a color site plan.

Please accept these documents for placement on the January 9, 2019 Planning Commission meeting for consideration of Preliminary Site Plan approval. I trust the City review comments have been adequately addressed and the revised plans and comment responses will assist to facilitate PSP approval. Please contact us with questions or comments at (248) 447-2000.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McPherson", enclosed in a thin black rectangular border.

Michael McPherson, P.E.  
Atwell, LLC



# PLAN REVIEW CENTER REPORT

December 05, 2018

## Planning Review

### JSP 18-03 Starbucks Expansion/Drive-Thru

#### PETITIONER

Ramco West Oaks II LLC

#### REVIEW TYPE

Preliminary Site Plan with a Special Land Use and Final Site Plan

#### PROPERTY CHARACTERISTICS

Section	15	
Site Location	West Oaks Shopping Center (west side of Novi Road, north of Grand River)	
Tax Map Parcel	50-22-15-200-059	
Site School District	Novi Community School District	
Site Zoning	RC: Regional Commercial	
Adjoining Zoning	North	RC: Regional Commercial
	East	RC: Regional Commercial
	West	RC: Regional Commercial
	South	RC: Regional Commercial
Current Site Use	Shopping Center	
Adjoining Uses	North	Shopping Center
	East	Shopping Center
	West	Shopping Center
	South	Shopping Center
Site Size	14.92 Acres (Development boundary: 1.52 Acres)	
Plan Date	October 30, 2018	

#### PROJECT SUMMARY

The applicant is proposing an expansion of existing Starbucks coffee shop at the northeast corner of West Oaks Shopping Center. The expansion includes a 1,396 square foot addition to an existing 6,716 square foot building. It includes new kitchen area, dining area and outdoor seating area for 10 customers. It also includes adding a drive-thru facility to the north. The drive-thru expansion results in loss of 130 existing parking spaces. The applicant will be utilizing the Planned Development 2 (PD-2) option to propose a drive-thru.

#### RECOMMENDATION

Approval of the *Preliminary Site Plan, Special Land Use with PD-2 Option and Final 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. **City Council's approval for Special Land Use, Preliminary Site Plan, and Storm Water Management Plan is required.**

#### PLANNED DEVELOPMENT OPTION CONDITIONS

Section 3.31.4 of the ordinance outlines the review procedures for Preliminary Site Plans using the PD-2 Option. This requires the Preliminary Site Plan to receive a recommendation for approval or denial from the Planning Commission with City Council ultimately approving or denying the proposed plan. It also outlines specific factors the Planning Commission and City Council shall consider in the review:

1. The plan meets all the requirements of Section 6.1 of this Ordinance for Preliminary Site Plans and the requirements set forth in the City's Site Plan and Development Manual. **The plan meets all the requirements except a couple minor deviations as noted in Landscape review letter, which staff recommends trying to minimize.**
2. The plan satisfies the intent of the Special Land Use provisions as stated in Section 6.1.2.c. **See the Special Land Use Considerations noted in this Plan Review Letter.**
3. The Community Impact Statement and Traffic Study are provided, regardless of site size, in accordance with the requirements set forth in the City's Site Plan and Development Manual. **The applicant is requesting a waiver of the Community Impact Statement and to allow a Queuing study in lieu of Traffic Study. Staff supports both the requests.**
4. The plan satisfies the intent of this Section with respect to use of the land and principal and accessory use relationships within the site as well as with uses on adjacent sites.
5. That all existing or proposed streets, road, utilities and marginal access service drives, as are required, are correctly located on the site plan in accordance with the approved plans for these improvements. **See the attached Engineering and Traffic Review Letter for additional information.**
6. The plan meets all the applicable standards of this Ordinance relative to height, bulk and area requirements, building setbacks, off-street parking and preliminary site engineering requirements. **The plan is in general conformance with the code requirements. See the attached Plan Review Chart for additional information.**
7. That there exists a reasonable harmonious relationship between the location of buildings on the site relative to buildings on lands in the surrounding area; that there is a reasonable architectural and functional compatibility between all structures on the site and structures within the surrounding area to assure proper relationships between:
  - a. The topography of the adjoining lands as well as that of the site itself including any significant natural or manmade features. **No changes to existing site grading proposed**
  - b. The relationship of one building to another whether on-site or on adjacent land, i.e., entrances, service areas and mechanical appurtenances. **The applicant has adequately screened mechanical appurtenances and service areas from adjacent properties.**
  - c. The rooftops of buildings that may lie below street levels or from windows of higher adjacent buildings.
  - d. Landscape plantings, off-street parking areas and service drives on adjacent lands. **Landscape generally conforms to the requirements. See the Landscape Review Letter for additional information.**
  - e. Compliance with street, road and public utility layouts approved for the area. **See the Engineering and Traffic Review Letters for additional information.**
  - f. The architecture of the proposed building including overall design and façade materials used. Architectural design and façade material are to be complimentary to existing or proposed buildings within the site and the surrounding area. It is not intended that contrasts in architectural design and use of façade materials is to be discouraged, but care shall be taken so that any such contrasts will not be so out of character with existing building designs and façade materials so as to create an adverse effect on the stability and value of the surrounding area. **See the Façade Review Letter for additional information.**

Section 3.31.4.B indicates the City Council shall review the proposed plan considering the Planning Commission's recommendation and the requirements of Section 3.31.4.A. As part of its approval of the Preliminary Site Plan, the Council is permitted to impose conditions that are reasonably related to the purposes of this section and that will:

1. Insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased services and facility loads caused by the land use or activity;
2. Protect the natural environment and conserving natural resources and energy;
3. Insure compatibility with adjacent use of land; and

4. Promote the use of land in a socially and economically desirable manner.

### **SPECIAL LAND USE CONSIDERATIONS**

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When the PD-2 Option is utilized, all uses fall under the Special Land Use requirements. Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review and recommendation to City Council of the Special Land Use Permit request:

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

### **ORDINANCE REQUIREMENTS**

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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. Comments in **bold** should be addressed with next submittal. Comments in **bold and underline** should be addressed prior to Planning Commission meeting:

1. **Drive-through Lanes Separation (Sec. 5.3.11.A,C)**: Staff requested additional pavement at the U-turn to provide some additional space for maneuverability. The additional pavement is supposed to be striped. **Please provide a revised layout in PDF format prior to Planning Commission meeting.**
2. **Deviations from the Ordinance requirements**: The proposed expansion is mostly in conformance with ordinance requirements except for the few noted below. Landscape review recommends consider revising plans to minimize the deviation sought.
  - a. Deviation to waive the requirement for a Community Impact statement as the proposed development is an extension to an existing business and does not create additional impacts.
  - b. Deviation to allow a Queuing study in lieu of Traffic Impact statement
  - c. Deviation to waive the requirement for a noise impact statement as the proposed development is an extension to an existing business and does not create additional impacts.
  - d. Shortage in landscape area provided. Refer to landscape review for more detail.

- e. Shortage in frontage of building addition facing Novi road that is landscaped. Refer to landscape review for more detail.
3. **Planning Review Chart:** Please refer to Planning review chart for additional minor comments to be addressed.
4. **Other Reviews**
  - a. **Engineering Review:** Additional comments to be addressed with revised Final Site Plan. Engineering recommends approval for Preliminary Site Plan, but not Final Site Plan..
  - b. **Landscape Review:** Landscape review has identified waivers that may be required. Refer to review letter for more comments. Additional comments to be addressed with revised Final Site Plan. Landscape recommends approval for Preliminary Site Plan, but not Final Site Plan.
  - c. **Traffic Review:** Additional comments to be addressed with revised Final Site Plan. Traffic recommends approval for Preliminary Site Plan, but not Final Site Plan..
  - d. **Queuing Study Review:** Traffic recommends approval, subject to a revised study submitted with revised final site plan submittal.
  - e. **Facade Review:** Façade recommends approval.
  - f. **Fire Review:** Fire recommends approval.

#### **NEXT STEP: PLANNING COMMISSION MEETING**

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This Site Plan can be scheduled to go before Planning Commission for **public hearing** on January 09, 2018. Please provide the following **no later than December 17, 2017** if you wish to keep the schedule.

1. Original Site plan submittal in PDF format. **NO CHANGES MADE. Provided with the initial submittal.**
2. A response letter addressing ALL the comments from ALL the review letters.
3. A revised site layout plan in PDF format, addressing Traffic Comments regarding additional pavement near the drive-thru U-turn and end islands.
4. A color rendering of the Site Plan, if any. **OPTIONAL**
5. A sample board of building materials if requested by our Façade Consultant.

#### **CITY COUNCIL MEETING**

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After receiving a favorable recommendation from Planning Commission for Preliminary Site Plan and Special Land Use, staff will place the item on City Council agenda for final approval. Additional information may be required depending on Planning Commission's recommendation.

#### **REVISED FINAL SITE PLAN SUBMITTAL**

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Traffic, Engineering and Landscape recommended approval for Preliminary Site plan and not for final site plan. After receiving the Preliminary Site Plan approval from City Council, please submit the following for Final site plan review and approval.

1. Site Plan Revision Application
2. Four copies of Final Site Plan addressing all comments from Preliminary review
3. Response letter **addressing all comments and refer to sheet numbers where the change is reflected.**
4. Revised Engineering Estimate
5. Revised Landscape Estimate
6. Revised Queuing Study
7. No Revision Façade Affidavit (if no changes are proposed for Façade)
8. Legal Documents (if required per the attached Planning and Engineering Legal Transmittals)

#### **ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER**

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

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



### STAMPING SET APPROVAL

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Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals**, to the Community Development Department for final Stamping Set approval. 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.

### PRE-CONSTRUCTION MEETING

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

### CHAPTER 26.5

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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 [248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)] for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

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



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Sri Ravali Komaragiri – Planner



## PLANNING REVIEW CHART: RC with PD-2 Option

**Review Date:** December 3, 2018  
**Review Type:** Preliminary/Final Site Plan  
**Project Name:** JSP 18-33 Starbucks Expansion Drive-Thru  
**Plan Date:** October 29, 2018  
**Prepared by:** Sri Komaragiri, Planner  
**E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant with next submittal. Underlined items need to be addressed on the Stamping set submittal.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted July 27, 2017)</i>	PD-2: Planned Development Option 2	PD-2	Yes	
<b>Area Study</b>	None		NA	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	RC: Regional Commercial	RC with PD-2 Option	Yes	<b>PD-2 option is not proposed for the entire shopping center. It is limited to the proposed drive-thru improvements only.</b>
		<b>No response necessary</b>		
<b>Uses Permitted</b> (Sec 3.1.24.B & C)	Sec 3.1.24.B Principal Uses Permitted. Sec 3.1.24.C Special Land Uses	Fast food drive-thru  Permitted per conditions listed in 3.31	Yes?	<b>Subject to City Council approval upon Planning Commission's recommendation</b>  <b>It requires a Special land use with a 15 day public hearing</b>
		<b>No response necessary</b>		
<b>Phasing</b>	Provide phases lines and detail description of activities in each phase	Phasing not proposed	NA	
<b>Planned Development Site Plan Submittal Requirements (Sec. 3.31.4.A)</b>				
<b>Special Land Use</b> <i>(Sec. 3.31.4.A.ii)</i>	Special Land use requirements listed in Sec. 6.1.2.C.	To be determined at the time of site plan review	Yes?	<b>This would require a 15 day public hearing notice</b>
		<b>No response necessary</b>		
<b>Community Impact Statement</b> <i>(Sec. 3.31.4.A.iii)</i>	Required according to site plan manual	The applicant has requested a waiver from this requirement	Yes	<b>The proposed improvements include a drive-thru additional</b>

**No response necessary**

Item	Required Code	Proposed	Meets Code	Comments
				to an existing established business. No additional impacts are proposed. The request is supported
<b>Traffic Study</b> (Sec. 3.31.4.A.iii)	Required according to site plan manual	<b>A queuing study is provided in lieu of a Traffic study</b>	Yes?	Traffic requested revisions to the study to be submitted with next submittal
<b>Planning Commission Findings for Site plan review</b> (Sec. 3.31.4.A)	The proposed site plan meets the intent of other items listed in Section	To be determined	TBD	<b>Revisions to the study will be provided with the FSP</b>
<b>Use Conditions for Allowable uses under PD-2 Option (Sec. 3.31.7.B)</b>				
<b>Fast food drive-thru</b> (Sec. 3.31.7.B.v.a)	When restaurants are independently freestanding uses and not attached to or otherwise clearly accessory to a principle use, they shall be located no closer than one-thousand (1,000) feet from any other such use on the same side of the street	Carabbas is located 1,325 feet away as shown in sheet P1.1	Yes	
<b>Minimum parcel size</b> (Sec. 3.31.7.B.v.b)	1.25 acres.	Parent parcel is approximately 14.92 acres  Limits of current rebuild is approximately 1.5 acres	Yes	
<b>Traffic Circulation</b> (Sec. 3.31.7.B.v.c)	The site plan shall be designed to achieve traffic circulation features both within the site and in relation to access streets that assure safety and convenience of both vehicular and pedestrian traffic.	The site plan addressed Traffic concerns	Yes?	<b>Refer to Traffic review for additional comments</b>  <b>No response required</b>
<b>Restaurant in the Character of a Fast Food Carryout, Drive-In, Fast Food Drive-Through, or Fast Food Sit Down</b> (Sec. 4.40.)				
<b>Noise Impact Statement</b> (Sec. 4.40.1)	A noise impact statement is required subject to the standards of Sec. 5.14.10.B.	The applicant has requested a waiver from this requirement	Yes	<b>The proposed improvements include a drive-thru additional to an existing established business.</b>

Item	Required Code	Proposed	Meets Code	Comments
				No additional impacts are proposed. The request is supported  <div style="border: 1px solid red; padding: 2px; display: inline-block;">No response required</div>
<b>Drive-through Lanes</b> (Sec. 5.3.11)				
<b>Drive-through Lanes Separation</b> (Sec. 5.3.11.A,C)	Drive-through lanes shall be separate from the circulation routes & lanes necessary for ingress to & egress from the property	They are separated. <b>Extra maneuvering space is recommended at the U-turn</b>	Yes	Refer to Traffic Review for further comments.  <div style="border: 1px solid red; padding: 2px; display: inline-block;">Extra space has been added to the drive-thru for the U-turn maneuver. Refer to C04.</div>
<b>Drive-through setbacks</b> (Sec. 5.3.11.A,B)	Drive through shall follow parking setback requirements and applicable parking lot landscaping requirements	Drive-through conforms to the parking setbacks	Yes	
<b>Bypass Lane for Drive-through</b> (Sec. 5.3.11.D)	Drive-through facilities shall provide 1 bypass lane, min. of 18 ft. in width, unless otherwise determined by the Fire Marshal	A bypass lane (with a minimum width of 18 ft. including the drive-through and bypass lane)	Yes	
<b>Width &amp; Centerline Radius of Drive-through Lanes</b> (Sec. 5.3.11.E,F,H)	Drive-through lanes shall have a minimum 9 ft. width, centerline radius of 25 ft. and a minimum length of 19 ft.	18 ft. width provided; centerline radius 35 ft.	Yes	
<b>Drive-Thru Stacking Spaces</b> (Sec. 5.3.11.I)	The distance between the order board and the pick-up window shall store four (4) vehicles, and four (4) vehicles shall be stored in advance of the menu board (not including the vehicles at the pick-up window and menu board).	5 vehicles in advance of menu board	Yes	
<b>Drive-through Lane Delineated</b> (Sec. 5.3.11.G)	Drive-through lanes shall be striped, marked, or otherwise delineated	Delineated with landscape island	Yes	
<b>Height, bulk, density and area limitations</b> (Sec 3.1.23.D)				
<b>Frontage on a Public Street</b> (Sec. 5.12) <b>Access To Major Thoroughfare</b> (Sec. 5.12)	Frontage on a Public Street is required.	The site has frontage and access to Novi Road	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Minimum Zoning Lot Size</b> for each Unit in Acres (Sec 3.6.2.D)	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.		NA	
<b>Minimum Zoning Lot Size</b> for each Unit: Width in Feet (Sec 3.6.2.D)			NA	
<b>Open Space Area</b>	----	---	---	---
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	(Sec 3.6.2.D)	26.5 5 for entire shopping area	Yes	
<b>Building Height</b> (Sec. 3.20)	45 ft. or 3 stories whichever is less	No change to existing building height	Yes	
<b>Outdoor Restaurants (Sec. 4.84)</b>				
<b>Accessory Use</b> (Sec. 4.84)	Outdoor seating as an accessory use is allowed per section 4.84.	Outdoor seating for 10 people is proposed.	Yes	
<b>Site Plan Review</b> (Sec. 4.84.1)	If the seating area is proposed as part of a site plan application it shall require site plan review and approval by the Planning Commission	The seating will be reviewed along with the current site plan	Yes	
<b>Building and fire codes</b> (Sec. 4.84.1)	Outdoor seating areas shall also comply with all applicable building and fire codes	Will be reviewed with Outdoor seating permit	NA	
<b>Timings</b> (Sec. 4.84.2)	Permitted between March 1 <sup>st</sup> and November 30 <sup>th</sup> .	Note added to plan	Yes	
<b>Pathway</b> (Sec. 4.84.4)	Outdoor seating areas shall be located in a manner to maintain a minimum pathway width of six (6) feet (clear of structures such as light poles, trees and hydrants) along the sidewalk	6 feet clear space appears to be indicated	Yes	<b>Provide the distance to verify conformance</b>
				Dimension of clear space provided. Refer to sheet C04.
<b>Enclosure</b> (Sec. 4.84.4)	It shall be enclosed where there is alcohol service.	Note added that no alcohol will be served; Metal railing is proposed	Yes	
<b>Location</b> (Sec. 4.84.5)	If located in public, ROW, then approval from all relate agencies is required.	It is not located in Public-Right of way	NA	

Item	Required Code	Proposed	Meets Code	Comments
	Additional requirements may apply.			
<b>Parking</b> (Sec. 4.84.6)	For more than 20 seating, parking shall be calculated.	Additional parking not required; Outdoor seating for 10 people is proposed	NA	
<b>Hours of Operation</b> (Sec. 4.84.7)	Hours of operation same as inside restaurant.	Shown on sheet P2.1	Yes	
<b>Building Setbacks (Sec 3.31.7.D)</b>				
Front and Exterior side yard	50 ft.	No changes proposed to existing setbacks	Yes	
Rear	35 ft.			
Side	35 feet (total of 70 ft)			
<b>Parking Setback (Sec 3.31.7.D)</b>				
Front and Exterior side yard	20 ft.	No changes proposed to existing setbacks	Yes	
Rear and interior side	10 ft.			
Side	20 ft.			
<b>Note To District Standards for RC district (Sec 3.6.2)</b>				
<b>Exterior Side Yard Abutting a Street</b> (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Existing parking lot and development	Yes	
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)	Off-street parking is allowed in front yard.	All existing parking	Yes	
<b>Distance between buildings</b> (Sec 3.6.2.H)	It is governed by sec. 3.8.2 or by the minimum setback requirements, whichever is greater.	Existing buildings	NA	
<b>Wetland/Watercourse Setback (Sec 3.6.2.M)</b>	A setback of 25ft from wetlands and from high watermark course shall be maintained.	No wetlands on site	NA	
<b>Additional Building height</b> (Sec 3.6.2.O)	Additional height upto 65 ft. may be allowed for properties within 1200 ft from a freeway subject to additional conditions	Not applicable	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	A landscape plan is provided.	Yes	Please refer to Landscape Review for additional information
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q.	Parking setbacks conform to the minimum required.	NA	
<b>Parking, Loading and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b>	Sec. 5.2.12.C. Planned commercial or shopping centers will apply	Total required spaces: 1,562 Total provided: 1, 970 spaces Total after drive-thru: 1,840 spaces	Yes	130 spaces being removed for the current improvements  No response required
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	90° spaces: 9 ft. x 19 ft. parking spaces with 24 ft. drives	9 ft. x 19 ft. parking spaces with 24 ft. drives	Yes	
	9 ft. x 17 ft. parking spaces along 7 ft. interior sidewalks, provided a 4 in. curb at these locations & along landscaping	9 ft. x 17 ft. parking spaces with 24 ft. drives		
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	- shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	25 ft. setback.	NA	
<b>End Islands</b> (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance	End islands conform to code.	Yes?	Check Traffic Review to confirm end islands meet code requirements. Traffic has raised some operational concerns near the dead-end north of the proposed drive-thru  Per discussion with City staff, the end islands have been enlarged. Refer to C04.
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	Existing	Existing	NA	
<b>Barrier Free Space</b>	- 8' wide with an 8' wide	Existing.	NA	



Item	Required Code	Proposed	Meets Code	Comments
<b>Dimensions</b> <i>Barrier Free Code</i>	access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces			
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	Existing.	NA	
<b>Minimum number of Bicycle Parking</b> <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile spaces, minimum two (2) spaces For 84 spaces: 4 spaces	1wave style bike rack proposed that holds 4 bikes	Yes	
<b>Bicycle Parking General requirements</b> <i>(Sec. 5.16)</i>	No farther than 120 ft. from the entrance being served	Appears to be within 120 ft.		
	When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations	4 spaces proposed		
	Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	1wave style bike rack proposed that holds 4 bikes		
<b>Bicycle Parking Lot layout</b> <i>(Sec 5.16.6)</i>	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Not indicated	No	<b>Indicate the layout that fits the bike rack proposed</b>  <div style="border: 1px solid red; padding: 5px; color: red; width: fit-content;">The bike rack pad has been modified to fit the rack. Refer to C04.</div>
<b>Loading Spaces</b> <i>Sec. 5.4.1</i>	- Within the OS districts, loading space shall be provided in the rear yard or - in the case of a double frontage lot, in the interior side yard, - In the ratio of five (5) square feet per front foot of building up to a total area of three-hundred sixty (360) square feet per building.	The building is located as part of a shopping center. Loading area is proposed within internal parking lot	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Dumpster</b> <i>Sec 4.19.2.F</i>	<ul style="list-style-type: none"> <li>- Located in rear yard</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft., from property line.</li> <li>- Away from Barrier free spaces</li> </ul>	<p>Two dumpsters provided</p> <p>1 attached to the building</p> <p>Other detached, appears to be less than 10 feet from the building</p>	No	<p><b><u>Dumpster near Jared Jewelers do not meet the minimum separation requirements</u></b></p> <p style="border: 1px solid red; color: red; padding: 2px;"><b>Dumpster enclosure is proposed to be attached to the existing building. Refer to sheet C04.</b></p>
<b>Dumpster Enclosure</b> <i>Sec. 21-145. (c)</i> <i>Chapter 21 of City Code of Ordinances</i>	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Elevations provided	Yes	<p><b>Refer to Façade review for more details</b></p> <p style="border: 1px solid red; color: red; padding: 2px;"><b>No response necessary</b></p>
<b>Exterior lighting</b> <i>Sec. 5.7</i>	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal.	A lighting plan is not provided at this time	Yes?	
<b>Roof top equipment and wall mounted utility equipment</b> <i>Sec. 4.19.2.E.ii</i>	- 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.	A note on the plan indicates that the existing and new rooftop equipment will be screened by parapet	Yes?	
<b>Roof top appurtenances screening</b>	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road, or adjacent property.			
<b>Non-Motorized Facilities</b>				
<b>Article XI. Off-Road Non-Motorized Facilities</b>	<p>A 6 foot sidewalk is required along collector and arterial roads</p> <p>Building exits must be connected to sidewalk system or parking lot.</p>	Proposed as required	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Proposed, but do not meet requirements	Yes?	
<b>Other Requirements</b>				
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Mostly provided	Yes?	Refer to all review for additional information requested  <div style="border: 1px solid red; padding: 5px; color: red;">No response required</div>
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied, if known)</li> </ul>	Not provided at this time	No	Please provide information prior to Planning Commission meeting  <div style="border: 1px solid red; padding: 5px; color: red;">The anticipated total project cost is \$1,536,000. The project is expected to generate 15 construction jobs and 10-12 additional SBX partner jobs after the expansion.</div>
<b>Development/ Business Sign &amp; Street addressing</b>	<ul style="list-style-type: none"> <li>- Signage if proposed requires a permit.</li> <li>- The applicant should contact the Building Division for an address prior to applying for a building permit.</li> </ul>	Not proposed at this time		
<b>Project and Street naming</b>	Some projects may need approval from the Street and Project Naming Committee.	Not applicable	NA	
<b>Property Split</b>	The proposed property split must be submitted to the Assessing Department for approval.	No property splits proposed.	NA	
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				

Item	Required Code	Proposed	Meets Code	Comments
<b>Intent</b> (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.	A lighting plan is provided	Yes?	
	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures.			
<b>Lighting Plan</b> (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures.	Provided	Yes	<p>Indicate the location of proposed light fixtures on the plan along with labels that correspond with the schedule.</p> <p>Are there any new pole lights proposed?</p> <p>Are there any new building lights proposed?</p> <p style="border: 1px solid red; padding: 5px;">A revised lighting plan will be provided with the FSP.</p>
	Photometric data	Provided	Yes	
	Fixture height			
	Mounting & design			
	Glare control devices			
	Type & color rendition of lamps	LED		
	Hours of operation	Provided	Yes	
	Photometric plan illustrating all light sources that impact the subject site, including spillover information from neighboring properties.	Provided	Yes	
<b>Required Conditions</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses.			
<b>Required Conditions</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>	Not shown on plans	No	<p>Please add these notes to the plans</p> <p style="border: 1px solid red; padding: 5px;">Notes added to sheet C08, as requested. Sheet C08 will be provided with the FSP.</p>
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest	The proposed improvements are an	NA	

Item	Required Code	Proposed	Meets Code	Comments
	light of the surface being lit shall not exceed 4:1.	addition to the existing site layout. They do not warrant complying with the average to minimum ratio for the site, as new lot split is not proposed.		
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps.	LED	Yes	
<b>Min. Illumination</b> (Sec. 5.7.3.K)	Parking areas: 0.2 min	Proposed pathways include 0.2 min	Yes	
	Loading & unloading areas: 0.4 min			
	Walkways: 0.2 min			
	Building entrances, frequent use: 1.0 min			
	Building entrances, infrequent use: 0.2 min			
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district: - Maximum illumination at the property line shall not exceed 1 foot candle.	Illumination levels at property line are kept under 1	Yes	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts: - All cut off angles of fixtures must be 90°. - Maximum illumination at the property line shall not exceed 0.5 foot candle.	Not applicable	NA	

**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.



# PLAN REVIEW CENTER REPORT

November 30, 2018

## Engineering Review

Starbuck's Expansion and Drive-Thru  
JSP18-0033

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### Applicant

Ramco West Oaks II LLC

### Review Type

Combined Preliminary and Final Site Plan

### Property Characteristics

- Site Location: South of 12 Mile Rd, West of Novi Rd
- Site Size: 4 parcels of 33.86 ac shopping center
- Plan Date: 10/29/18
- Design Engineer: Atwell

### Project Summary

- Construction of an additional 1,396 square-foot to existing 6,716 square-foot building with drive-thru window and lane.
- Relocation of existing utility services will serve the building expansion.

### Recommendation

**Approval of the Preliminary Site Plan is recommended, with items to be addressed in a revised Final Site plan submittal.**

### Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following exceptions, which can be addressed in a revised Final Site Plan submittal:

#### General

1. Provide a minimum of two ties to established section or quarter section corners and include the information in the site plans.

**Two ties to established section corners will be provided with the FSP.**

2. Include the City benchmark information on the plan sheets and show and label city benchmark(s).

**City benchmark information has been added to multiple sheets and will be provided with the FSP.**

3. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets-rev. 02/16/2018).

**City standard detail sheets are included with the plan set and will be provided with the FSP**

rev. 02/16/2018), and paving (2 sheets-rev. 03/05/2018 at the time of the printed Stamping Set submittal (these sheets should NOT be printed with a revised final submittal). These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>

4. Provide a sheet showing the existing conditions. Clearly distinguish between proposed improvements and existing features of the site.

An existing conditions plan has been provided. Refer to the Topographic Survey. This will be provided with the FSP.

5. Show existing utility easements on the utility plan.

Existing utilities and easements are shown on the utility plan (C08). This will be provided with the FSP.

6. Provide a traffic control sign table listing the quantities of each sign type proposed. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.

A traffic control sign table has been provided on sheet C04.

7. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.

A construction materials table has been provided on C04.

8. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of paved areas, and illustrate on the profiles.

A note has been provided on sheet C08. This will be provided with the FSP.

9. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.

A quantity and material table has been provided on C08. This will be provided with the FSP.

10. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.

A utility crossing table has been provided on sheet C08. This will be provided with the FSP.

11. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Division for review.

A dewatering note has been provided on sheet C08. This will be provided with the FSP.

12. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain



a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.

Utilities are shown on the landscape plan and separation distance has been confirmed. This will be provided with the FSP.

13. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.

Light pole locations have been added to the utility plan. This will be provided with the FSP.

#### Utilities

14. The utility plan indicates that an existing 4" water lead and an existing 3" water lead are to be re-routed but does not show existing conditions. Show on the plan where the water leads are being re-routed from.

This detailed utility information will be provided with the FSP.

15. Provide length and size of the lead to the remote FDC location.

This information will be added to the utility plan and provided with the FSP.

16. Coordinate with Building Department for review and approval of internal grease interceptor.

Coordination with the Building Department will be completed with the FSP and building plan development.

#### Storm Sewer

17. Provide storm sewer sizing calculations.

The storm sizing calculations will be provided with the FSP.

18. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

A structure schedule has been added on sheet C07. This will be provided with the FSP.

#### Paving & Grading

19. Refer to city standard paving detail sheets for minimum pavement cross sections and mix types. Revise details on sheet C11 to be consistent with these standards and remove any redundant or conflicting details.

Paving details on sheet C11 have been revised to meet the City's minimum pavement cross sections and redundant/conflicting details have been removed. The revised C11 will be provided with the FSP.

20. Detectable warning plates are required at all barrier free ramps, hazardous vehicular crossings and other areas where the sidewalk is flush with the adjacent drive or parking pavement. The barrier-free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the latest version of the MDOT standard detail for detectable surfaces.

The latest MDOT Detectable warning panel detail has been provided. The revised detail sheet will be provided with the FSP.

21. Label specific ramp locations on the plans where the detectable warning surface is to be installed.

Detectable warning panel locations have been called out on sheet C04.

22. Specify the product proposed and provide a detail for the detectable warning surface for barrier free ramps. The product shall be the concrete-embedded detectable warning plates, or equal, and shall be approved by the Engineering Department. Stamped concrete will not be acceptable.

Detectable warning panel product provided as requested.  
The revised detail sheet will be provided with the FSP.

23. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards given in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).

Island dimensions have been provided, confirming conformance with City standards. Refer to C04.

#### Off-Site Easements

24. Any off-site easements anticipated must be executed **prior to final approval of the plans**. Off-site easements are not anticipated at this time.

No off-site easements are anticipated.

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

25. Revised itemized cost estimate including relocated remote FDC lead.

A revised cost estimate will be submitted with the FSP.

26. A letter from either the applicant or the applicant's engineer 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.**

A comment response letter will be submitted with the FSP.

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

27. 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).

28. 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.

29. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Ted Meadows at 248-844-5400 for more information.
30. Construction inspection fees in the estimated amount of \$9,359.97 must be paid to the Community Development Department. The amount will be finalized with the final cost estimate and provided at the time of pre-construction checklists.
31. A street sign financial guarantee (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.

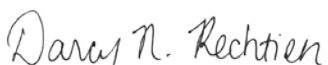
**The following must be addressed prior to issuance of a Temporary Certificate of Occupancy approval for the development:**

32. 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, at 1.2 times the amount required to complete the site improvements as specified in the Performance Guarantee Ordinance.
33. All easements referenced above must be executed, notarized and approved by the City Attorney and City Engineer.
34. Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.

Prior to preparing stamping sets, the Applicant is advised to provide any revised sheets directly to the Engineering Division for an informal review and approval.

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

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



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

cc: Sri Komaragiri, Community Development  
George Melistas, Engineering



# PLAN REVIEW CENTER REPORT

November 19, 2018

## Preliminary/Final Site Plan - Landscaping

### Starbucks Drive Thru – West Oaks

Review Type

Preliminary Landscape Review

Job #

JSP18-0033

Property Characteristics

- Site Location: West Oaks Shopping Center (west side of Novi Road, north of Grand River)
- Site Acreage: 14.92 Acres (Development boundary: 1.52 Acres)
- Site Zoning: RC: Regional Commercial
- Adjacent Zoning: RC: Regional Commercial
- Plan Date: 10/29/2018

Ordinance Considerations

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

Recommendation

The project **is recommended for approval for Preliminary Site Plans, but not Final Site Plans**. The waivers listed below represent the most significant deviations from the ordinance, but additional information about the existing landscaping that will contribute to the drive-thru's screening needs to be provided in order to determine whether what is provided is sufficient.,

**LANDSCAPE WAIVERS REQUIRED:**

- Shortage in landscape area provided.
- Shortage in frontage of building addition facing Novi road that is landscaped

**POSSIBLE WAIVERS REQUIRED IF ADDITIONAL SCREENING IS NOT PROVIDED:**

- Insufficient loading zone/drive thru area screening

Please work to remove as many landscape waivers as possible.

**NOTE: The landscape plan must be created, finalized and stamped by a licensed or professional landscape architect.**

**A revised landscape plan will be provided with the FSP.**

Ordinance Considerations

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

Provided.

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

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

3. Please clearly show all utility lines and structures on the landscape plan and work to remove all tree/utility conflicts.

All utility lines are shown on the landscape plan showing no utility conflicts.

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

1. No woodland trees. Existing landscape trees are located and identified.
2. Please identify and show the sizes (dbh) of all existing trees near the site and in the greenbelt between the drive-thru and Novi Road.
3. Please include all existing plantings to remain on the landscape plan.

Adjacent Property is not adjacent to residential.  
Existing plantings to remain are shown on the landscape plan. These have been estimated from desktop information.

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

The project is not immediately adjacent to rights-of-way or an industrial subdivision road so no new right-of-way berms are required, but the existing berms and landscaping must be shown accurately to assess whether they and the existing greenbelt provide sufficient screening from Novi Road or whether more is required.

Existing berm has been surveyed and contours are shown on the landscape plan.

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

The project is not immediately adjacent to a street so no new street trees are required.

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

1. As the drive-thru is basically linear, only perimeter trees along the accessway are required, not interior space.
2. New endcap islands are required for all parking bays adjacent to the drive-thru area. Two are provided with sufficient area and a tree planted in it. An additional island may be required north of the drive thru lane, depending on the traffic consultant's review. If it is required, it should also have a deciduous canopy tree planted in it.

The islands north of the drive-thru have been enlarged and additional plantings added.

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

1. It appears that there are sufficient trees provided, but that must be verified with correct calculations.
2. Please graphically show the line used for calculation of the perimeter.
3. Please add calculations for parking lot perimeter trees required at 1 tree per 35lf on both sides of the drive-thru, except along the building.

The line used for calculating the perimeter tree requirement has been included on the landscape plan.

Drive Thru screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

1. The drive-thru lane is sufficiently screened from Novi Road by a line of inkberries, except for a fifteen foot gap in the center.
2. Please provide some other form of screening at least 3 feet high in that gap. A low opaque fence is a possible solution.

A 3' foot opaque fence is proposed. Refer to sheet C04.

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

1. The loading zone is mostly screened from Novi Road by the proposed canopy trees and drive-thru inkberries.
2. With the additional screening provided for the drive-thru, the screening should be sufficient.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. The required foundation landscaping is the perimeter of the addition (not the entire building), less doorways, times 8. It is unclear whether the calculation provided is for the entire building or the addition. Please clarify that and correct the calculation if necessary or provide the required landscape area. Currently, the calculations indicate

that 3,712sf are required but only 2,058sf are provided. This would require a landscape waiver.

2. 60% of the addition frontage facing Novi Road must have landscaping. The calculation indicates that 67lf are proposed while only 64lf are required, but no landscaping appears to be located along the Novi Road frontage. If the current situation is maintained, a landscape waiver would be required. **Please provide the required landscaping along the Novi Road frontage in a bed at least 4 feet wide.**
3. **Please label in SF all of the foundation landscaping areas to be counted toward the requirement. They should be planted with more than just lawn.**

**A revised landscape plan will be provided with the FSP**

Plant List (LDM 2.h. and i.)  
Provided.

Planting Notations and Details (LDM)

1. Provided.
2. **Please revise the notes as requested on the Landscape Chart.**

**Requested notes will be added to chart.**

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

1. No above-ground detention is proposed so no detention basin landscaping is required.
2. No Phragmites australis exists on the site.

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please note how this will be accomplished if an irrigation plan is not provided.
3. If an irrigation plan will be provided, please include it in the electronic stamping sets.

**An underground irrigation system will be provided. The design design will be design-build to modify / tie into the existing irrigation system.**

Proposed

1. Provided.
2. **Please show the contours of the existing berms between the drive-thru and Novi Road.**

**Contours for the existing berm have been added.**

Snow Deposit (LDM.2.q.)  
Provided.

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

1. No woodlands exist on the site and no trees are proposed to be removed.
2. **Please show all trees to remain on the site on the landscape plan.**

**Existing trees to remain are shown on the landscape plan. These have been estimated from desktop information.**

Corner Clearance (Zoning Sec 5.9)  
Provided.

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



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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – Combined Preliminary/Final Site Plan

**Review Date:** November 19, 2018  
**Project Name:** JSP18 – 0033: Starbucks Expansion & Drive-thru  
**Plan Date:** October 29, 2018  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

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

### LANDSCAPE WAIVERS REQUIRED:

- Shortage in landscape area provided.
- Shortage in frontage of building addition facing Novi road that is landscaped

### POSSIBLE WAIVER REQUIRED IF ADDITIONAL SCREENING IS NOT PROVIDED:

- Insufficient loading zone/drive thru area screening

Please work to remove as many landscape waivers as possible.

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1" =20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Scale: 1" =20'	Yes	
<b>Project Information</b> <i>(LDM 2.d.)</i>	Name and Address	Sheets C09, C10	Yes	
<b>Owner/Developer Contact Information</b> <i>(LDM 2.a.)</i>	Name, address and telephone number of the owner and developer or association	Yes	Yes	<b>LS Plan will be stamped by an RLA</b>
<b>Landscape Architect contact information</b> <i>(LDM 2.b.)</i>	Name, Address and telephone number of RLA	It is not clear who created the landscape plan or if it was a landscape architect.	No	<b>Landscape plan needs to be created by a licensed/professional landscape architect.</b>
<b>Sealed by LA.</b> <i>(LDM 2.g.)</i>	Requires original signature	Not provided.		<u>Need for Final Site Plans</u>



Item	Required	Proposed	Meets Code	Comments
<b>Miss Dig Note</b> (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
<b>Zoning</b> (LDM 2.f.)	Include site zoning and all adjacent zoning	<u>Parcel:</u> R-C Rezone to PD-2 <u>North, South, East, West:</u> R-C	No	Please show zoning of site and adjacent parcels on landscape plan.
<b>Survey information</b> (LDM 2.c.)	<ul style="list-style-type: none"> <li>Legal description or boundary line survey</li> <li>Existing topography</li> </ul>	<ul style="list-style-type: none"> <li>Description: Sheet C02</li> <li>Limited topography provided on Topography Survey Sheet</li> </ul>	Yes	Adjacent zoning will be shown on LS Plan
<b>Existing plant material</b> <b>Existing woodlands or wetlands</b> (LDM 2.e.(2))	<ul style="list-style-type: none"> <li>Show location type and size. Label to be saved or removed.</li> <li>Plan shall state if none exists.</li> </ul>	Existing conditions on Topographic Survey.	No	Please show and label all existing trees (including their species and dbh) in the vicinity of the site, including in the greenbelt between the site and Novi Road. It is important to know what screening already exists between drive-thru and Novi Road.
<b>Soil types</b> (LDM.2.r.)	<ul style="list-style-type: none"> <li>As determined by Soils survey of Oakland county</li> <li>Show types, boundaries</li> </ul>	Sheet C02 – Marlette Sandy Loam	Yes	Existing trees are shown on LS Plan from available desktop information
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	<ul style="list-style-type: none"> <li>Island square footages are provided in SF on Sheet C09.</li> <li>Island widths are not provided.</li> </ul>	Yes/No	Island widths provided. Refer to sheet C09. Please dimension island widths in linear feet.
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	<ul style="list-style-type: none"> <li>Show overhead and underground utilities, including hydrants</li> <li>Show existing and proposed light fixtures.</li> </ul>	On Sheets C07, C08	No	All utility information and lighting fixtures are shown on the landscape plan. 1. Please clearly show and label all existing utility lines and structures on landscape plan to avoid conflicts, and resolve any tree/utility conflicts. 2. Please show all lighting fixtures on the landscape plan to avoid tree/light conflicts in the field.
<b>Proposed grading. 2' contour minimum</b>	Provide proposed contours at 2' interval	Proposed spot elevations provided	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM 2.e.(1))		on Sheet C05		
<b>Snow deposit</b> (LDM.2.g.)	Show snow deposit areas on plan	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>▪ Clear sight distance within parking islands</li> <li>▪ No evergreen trees</li> </ul>	Yes	Yes	
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	Please provide a legend for all hatching or use callouts to make clear what the ground treatments are.
<b>Callouts and hatching have been provided on the landscape plan indicating all ground treatments.</b>				
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	<ul style="list-style-type: none"> <li>▪ A minimum of 200 SF to qualify</li> <li>▪ A minimum of 200sf unpaved area per tree planted in an island</li> <li>▪ 6" curbs</li> <li>▪ Islands minimum width 10' BOC to BOC</li> </ul>	Yes	TBD	Please dimension widths of islands in linear feet.
<b>Island widths provided. Refer to sheet C09.</b>				
<b>Curbs and Parking stall reduction</b> (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Endcap islands are provided north and south of drive-thru.	TBD	It appears that the parking bay east of the new northern island will be needed to be provided with endcap island too.
<b>Contiguous space limit</b> (i)	Maximum of 15 contiguous spaces	Parking bays are not enlarged by the project.	Yes	See above.
<b>Plantings around Fire Hydrant</b> (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	All trees are 10 feet from hydrants.	TBD	<ol style="list-style-type: none"> <li>1. Trees should also be 5 feet from underground lines.</li> <li>2. <b>Please show all utilities on landscape plan and adjust lines/trees to avoid conflicts.</b></li> </ol>
<b>Utility information has been provided on sheet C09.</b>				
<b>Landscaped area</b> (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	TBD	<ol style="list-style-type: none"> <li>1. Hatching indicates that some sort of groundcover is provided.</li> <li>2. <b>Please provide callouts or legend indicating what groundcovers will be.</b></li> </ol>
<b>Callouts and legend provided indicating groundcover.</b>				
<b>Clear Zones</b> (LDM	25 ft corner clearance	There are no trees	Yes	

Item	Required	Proposed	Meets Code	Comments
2.3.(5))	required. Refer to Zoning Section 5.5.9	blocking views.		
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of vehicular use areas up to 50,000sf x 7.5%	<ul style="list-style-type: none"> <li>A = x sf * 7.5 % = A sf</li> <li>50,000 * 7.5% = 3750 sf</li> </ul>	xxx sf		As it's basically just an access drive, interior planting calculations are not required.
B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> <li>B = x sf * 1% = B sf</li> <li>(xxx - 50000) * 1% = xxx sf</li> </ul>	xxx sf		See above.
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of vehicular use area up to 50,000 sf x 5%	A = x sf * 5% = A sf	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%	B = 0.5% x 0 sf = B SF	NA		
<b>All Categories</b>				
C = A+B Total square footage of landscaped islands	A + B = C SF	xxx sf	TBD	
D = C/200 Number of canopy trees required	<ul style="list-style-type: none"> <li>C/200 = D Trees</li> </ul>			Please add one deciduous canopy tree in any new endcap landscape island required.
<b>Accessway perimeter</b>	<ul style="list-style-type: none"> <li>1 canopy tree per 35 lf on each side of drive, less frontage of building on drive.</li> <li>xxx/35</li> </ul>	<ul style="list-style-type: none"> <li>12 canopy trees are provided in and around the drive-thru lane</li> <li>One tree is planted in each of the new endcap islands.</li> </ul>	No	<ol style="list-style-type: none"> <li>It is not clear what the calculation is based on to get the quantity required figure.</li> <li>Please provide calculation and show basis of calculation (what area or perimeter are being used).</li> <li>Please provide required trees.</li> </ol>
<b>Parking land banked</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>	None		
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				

Deciduous trees provided in new endcaps. Refer to sheet C09.

Perimeter calculation and basis provided on sheet C09.

Item	Required	Proposed	Meets Code	Comments
<ul style="list-style-type: none"> <li>All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>Berm should be located on lot line except in conflict with utilities.</li> <li>Berms should be constructed with 6" of top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	As site is not adjacent to residential, no berm is required.	None		
<b>Planting requirements (LDM 1.a.)</b>	LDM Novi Street Tree List	NA		
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements (Zoning Sec 5.5.3.A.(5))</b>	As frontage is not changing, no changes are required.	<div style="border: 1px solid red; padding: 2px; display: inline-block; color: red;">Contours of existing berm have been added.</div> No changes to the existing berm are proposed	TBD	1. Please show what the height of the existing berm is in relation to the elevation of the drive-thru. 2. It should be at least 3 feet above the height of the drive thru paving at the turnaround to block headlights from Novi Road.
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>Label contour lines</li> <li>Maximum 33%</li> <li>Min. 3 feet flat horizontal area</li> <li>Minimum 3 feet high</li> <li>Constructed of loam with 6' top layer of topsoil.</li> </ul>	<ul style="list-style-type: none"> <li>NA – only the existing berm near Novi Road is provided.</li> <li>No new berms are required.</li> </ul>		
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	The only overhead lines are close to Novi Road, out of the area of work.		
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No walls are proposed.		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>				
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				

Item	Required	Proposed	Meets Code	Comments
<b>Greenbelt width</b> (2)(3) (5)	RC: Adj to Parking: 20 ft. RC: Not adj to Pkg: 25 ft	35 ft to existing curb to remain	Yes	
Min. berm crest width	RC: Adj to pkg: 2 ft	Existing berms exist, only shows up as outlines (no contours).	No	<b>Please include berm on topo survey.</b>
Minimum berm height (9)	RC: Adj to pkg: 3 ft	Existing berm exists, but height is not shown.	No	<b>Please include berm heights on existing conditions plan.</b>
3' wall	(4)(7)	<div style="border: 2px solid red; padding: 5px; color: red; font-weight: bold;">                     Contours of existing berm have been added. Existing trees are shown per available desktop information.                 </div>		
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<u>RC Zoning:</u> ▪ Adj to Pkg: 1 tree per 35 lf ▪ 117/35 = 3 trees			▪ xx proposed trees
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<u>RC Zoning:</u> ▪ Adj to Pkg: 1 tree per 20 lf ▪ 117/20 = 6 trees	▪ xx existing trees ▪ xx proposed trees	TBD	<b>See above</b>
<b>Canopy deciduous trees in area between sidewalk and curb</b> ( <i>Novi Street Tree List</i> )	<u>RC Zoning:</u> ▪ 1 tree per 35 lf ▪ 117/45 = 3 trees	xx existing trees	TBD	As there are no changes to greenbelt associated with this project, no additional street trees are required.
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Drive-thru screening</b>	<div style="border: 2px solid red; padding: 5px; color: red; font-weight: bold;">                     3' high opaque fence proposed. Refer to sheet C04.                 </div>	▪ Inkberries are provided along most of outer edge of drive-thru turn. ▪ Central 15 feet has no screening.	No	<b>Please provide some sort of screening at least 3 feet high in center 15 feet to block headlights.</b>
<b>Screening of outdoor storage, loading/unloading</b> (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		Loading zone is in new internal island	No	Once the central 15 feet is blocked per the request above, the loading zone will be sufficiently screened from Novi Road.
<b>Transformers/Utility boxes</b> (LDM 1.e from 1 through 5)	▪ A minimum of 2ft. separation between box and the plants ▪ Ground cover below 4" is allowed up to	Transformer screening screened from east, but not north.	No	1. Please add screening across the sidewalk to the north of the transformer to block it from that

Screening added as requested. Refer to sheet C09.

Item	Required	Proposed	Meets Code	Comments
	pad. ▪ No plant materials within 8 ft. from the doors			angle. 2. Please add a note that the screening shrubs shall be maintained at a height at least as tall as the transformer.
<div style="border: 1px solid red; padding: 5px; display: inline-block;">Refer to note #7 on sheet C09.</div>				
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
Interior site landscaping SF	▪ Equals to entire perimeter of the building x 8 with a minimum width of 4 ft. ▪ x If x 8ft = x SF	▪ No foundation landscaping is provided on east side of building, facing Novi Road. ▪ It is unclear what areas are foundation landscaping areas.	No	1. Please label all foundation areas in SF to verify that requirement is met. 2. A landscape waiver would be required for shortages in foundation area provided or providing it anywhere but at the base of the building. 3. <u>Foundation plantings are to be included in cost estimate.</u>
Zoning Sec 5.5.3.D.ii. All items from (b) to (e)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	Please indicate all existing and proposed foundation landscaping on landscape plan.	TBD	1. At least 60% of linear footage of addition facing Novi Road should be landscaped (not area). Please add landscaping as required. 2. A landscape waiver will be required for shortages in foundation area provided.
<div style="border: 1px solid red; padding: 5px; display: inline-block;">Its not possible to add foundation landscaping for the expansion area given the proposed outdoor seating. Note that more than 60% of the entire building has frontage landscaping.</div>				
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
Planting requirements (Sec. 5.5.3.E.iv)	▪ Clusters of large native shrubs shall cover 70-75% of the basin rim area ▪ 10" to 14" tall grass along sides of basin ▪ Refer to wetland for basin mix	No detention pond exists on the site so no detention landscaping is required or provided.		
Phragmites Control (Sec 5.5.6.C)	▪ Any and all populations of Phragmites australis on site shall be included on tree survey.	There is no Phragmites in the project area.		

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> <li>Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site.</li> </ul>			
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.i. & Zoning Sec 5.5.5.B)	Provide intended date	Between Mar 15 and Nov 15.	No	<b>Please add note</b>
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>Include statement of intent to install and guarantee all materials for 2 years.</li> <li>Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	<b>Installation date note and '2 year' added to warranty note #2. Refer to sheets C09 &amp; C10.</b>		
		Yes	Yes	<b>Please add "2 year" after the word required in Maintenance/ Warranty Note #2.</b>
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No	No	<b>Please add note</b>
<b>Irrigation plan</b> (LDM 2.s.)	<p>A fully automatic irrigation system or a method of providing sufficient water for plant establishment and survival is required on Final Site Plans.</p>	<b>Nursery note added. Refer to C09 &amp; C10.</b>		
		No	No	<ol style="list-style-type: none"> <li>Please add irrigation plan or information as to how plants will be watered sufficiently for establishment and long-term survival.</li> <li>If xeriscaping is used, please provide information about plantings included.</li> <li>If an irrigation system will be used, please include it in the electronic stamping sets.</li> </ol>
<b>An underground irrigation system will be provided. The system will be design-build and connect to the existing on-site system.</b>				
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	Yes	Yes	<b>See note above.</b>
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 2.h.) – Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	



Item	Required	Proposed	Meets Code	Comments
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	Yes	
<b>Planting Details/Info (LDM 2.i) - Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Multi-stem Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	NA		
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions (LDM 3.a)</b>	Plant materials shall not be planted within 4 ft. of property line	Site is not near property line so this note is not required.		
<b>Plant Materials &amp; Existing Plant Material (LDM 3.b)</b>	Clearly show trees to be removed and trees to be saved.	Locations of trees and shrubs on berm appear to be shown, but no IDs are provided.	No	<ol style="list-style-type: none"> <li>1. Please show all existing landscaping in near vicinity of the project, including in the greenbelt/right-of-way.</li> <li>2. Trees need to be identified.</li> <li>3. Please clearly show all trees and shrubs to be removed.</li> <li>4. Please leave all existing plant material to remain on the landscape plan.</li> </ol>
<b>Landscape tree credit (LDM3.b.(d))</b>	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	No		

Existing landscaping has been added to the plans. Information from available desktop sources.

Item	Required	Proposed	Meets Code	Comments
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	2.5" canopy trees 6' evergreen trees		TBD	
<b>Plant size credit</b> (LDM3.c.(2))	NA	No		
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List		TBD	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities	Note added that no overhead lines exist on sheet C09.	TBD	1. Please clearly indicate any overhead lines in vicinity of project. 2. If none exist, please add a note to landscape plan stating this.
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	<p>Wording changed to 'compost' in Installation Note #5.</p> <p>Please use compost instead of peat in Installation Note #5.</p>

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.



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

**Project name:**  
JSP18-0033 – Starbucks Expansion and Drive  
Thru PSP/FSP Traffic Review

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

**From:**  
AECOM

**Date:**  
November 28, 2018

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

# Memo

**Subject: JSP18-0033 – Starbucks Expansion and Drive Thru Traffic Preliminary/Final Traffic Review**

The preliminary/final site plan was reviewed to the level of detail provided and AECOM **recommends approval of the preliminary plans and denial** for the applicant to move forward on the **final plans** based on undetermined site issues such as an updated traffic study, bicycle parking layout, sign details, proposed island details, truck turning patterns, and/or other missing site details, as discussed below.

## GENERAL COMMENTS

1. The applicant is proposing a 1,396 square foot expansion of the existing Starbucks, plus the addition of a drive-thru facility, at the Starbucks location in the West Oaks shopping center.
2. The total proposed Starbucks will be 2,412 square feet.
3. The development is located west of Novi Road, north of West Oaks Drive. Novi Road is under the jurisdiction of the Road Commission for Oakland County; West Oaks Drive is under the jurisdiction of the City of Novi.
4. Summary of traffic-related waivers/variances:
  - a. The applicant is not requesting any waivers/variances at this time.

## TRAFFIC IMPACTS

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

ITE Code: 937 (Coffee/Donut Shop with Drive-Through Window)  
Development-specific Quantity: 2,412 SF  
Zoning Change: none

Trip Generation Summary				
	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
<b>AM Peak-Hour Trips</b>	216	110	100	Yes

<b>PM Peak-Hour Trips</b>	105	53	100	No
<b>Daily (One-Directional) Trips</b>	1,994	N/A	750	Yes

- It should be noted that the above trip generation estimates are for the **total** proposed development, and not in addition to the existing Starbucks. The ITE Trip Generation Manual does not have enough data to support trip generation for a Coffee/Donut Shop without Drive-Through Window in a suburban area, so without further study, the net increase cannot be estimated.

Trip Impact Study Recommendation	
Type of Study:	Justification
<b>Queuing Study</b>	A traffic impact and queuing study was completed on June 27, 2018. AECOM reviewed the study under a separate letter and recommended denial. The applicant has not provided an updated study.

An updated study will be provided with the FSP.

## EXTERNAL SITE ACCESS AND OPERATIONS

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

- The applicant is not proposing any modifications to the external roadway interface.

## INTERNAL SITE OPERATIONS

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

- The applicant could expand the plan view area to accommodate the next parking bay to the west to allow the reviewers a more comprehensive opportunity to review the proposed modifications to the existing site.

The view has been expanded to include the west parking bay. See C04.

- The applicant is proposing a 775 SF loading zone within the interior area of the proposed drive-thru lane on the northern side of the building, which exceeds City size requirements.
  - The applicant should expand the site plan view to show the adjacent maneuvering aisle and parking bay to the west of the loading zone to further review the accessibility to the area.
  - The applicant should indicate the largest size vehicle expected to use the loading zone and should provide truck turning patterns to show accessibility to the loading zone, or provide modifications such that a truck can access the site without impeding into designated parking areas, or having a disruptive effect on the safe and efficient flow of pedestrian and vehicular traffic, as required in the Zoning Ordinance, Section 5.4.2.A.

The view has been expanded. A truck turn plan will be included in the FSP.

- The applicant is proposing two trash dumpsters on the west side of the building.
  - The applicant should indicate the need for two separate dumpster enclosures.
  - The applicant should provide truck turning patterns to ensure accessibility to/from the dumpsters.
  - It should be noted that the Zoning Ordinance requires that such dumpster locations be laid out in a manner that when in use shall not cut off or diminish access to off-street parking space or to service drives (Section 5.4.4). The applicant should review this section of the ordinance and adjust the design, as applicable, or may be required to seek a variance

Truck turning patterns will be provided in the FSP.

- The applicant is proposing the addition of a drive-thru window for the existing Starbucks.
  - Drive-through lanes shall not utilize any space which is necessary for adequate access to parking spaces from internal maneuvering lanes (Section 5.11.C of the Zoning Ordinance). The applicant has been asked to prepare a queuing study to confirm that the proposed drive-thru layout is designed such that the queuing

vehicles will be accommodated within the provided stacking spaces and they are not expected to queue into adjacent maneuvering lanes.

No response required.

- b. Drive-through spaces shall provide one by-pass lane. The applicant has indicated a total drive-thru lane, plus bypass lane, width of 18 feet, which is acceptable to the City.
  - i. The applicant has indicated that the drive-thru lane and bypass lane each have an effective width of nine feet.
  - ii. The applicant should indicate the centerline radius of the drive-thru lane. City Zoning Ordinance requires a 25 foot centerline radius (Section 5.11.F) 25' radius dimension provided on sheet C04.
  - iii. There are operational concerns with the proposed bypass lane near the east end, where vehicles are required to complete a 180 degree turn. The applicant should indicate via turning patterns that the proposed design can accommodate two lanes of travel around the landscaped island, OR, may modify the design such that it can accommodate two lanes of travel. Consideration may be given to reduce the landscaped area near the east end of the island and provide hatched pavement markings to delineate the drive-thru and bypass lanes, yet allow for a larger turning area.
- c. The applicant has replaced the vehicle icons on plans with stacking space indicators that are 19 feet by nine feet in width.

The drive-thru layout has been modified to allow for a larger turning area as suggested. Refer to sheet C04.

No response required.

- d. The proposed drive-thru length meets stacking space requirements per the Zoning Ordinance section 5.3.11.I such that it provides space for four vehicles between the order board and the pick-up window and four spaces in advance of the order board.

No response required.

5. Parking Facilities

- a. The applicant should refer to the Planning Review letter for information related to parking space requirements within and around the site.

All comments on the planning review will be addressed with the FSP.

- b. The applicant has indicated proposed bicycle parking on the west side of the site.
  - i. The applicant has provided a detail of the bicycle parking rack. The proposed design is only 35 18" high, which does not meet the minimum 36" requirement. The Bike rack design should be revised to meet City standards.

The bike rack detail has been modified to meet the City standards. Refer to sheet C11.

- ii. The applicant needs to provide a dimensional detail of the layout. Note that a 6 foot accessible route is required from the adjacent street to the bicycle parking facilities.

There is no sidewalk on either adjacent frontage, thus a connection is not proposed.

- iii. The site is required to provide a minimum of four (4) bicycle parking spaces based on a "fast food" land use, in accordance with Table 5.16.1 of the Zoning Ordinance. The applicant should indicate the number of bicycle parking spaces provided.

5 bike parking spaces indicated on the detail. Refer to sheet C11.

- iv. Any proposed bicycle parking shall be in accordance with Section 5.16 of the Zoning Ordinance.

Bike parking has been modified as requested.

- c. The applicant is proposing modifications to the existing parking bays throughout the site.

- i. The three parking bays north of the proposed drive-thru area have been modified to include one raised end island and two painted end islands at the south end of the parking bays.

1. The applicant should include dimensions (length and radii) of the raised end islands, designed in accordance with Section 5.3.12 of the Zoning Ordinance. Note that end islands should be three feet shorter than the adjacent parking space.

Raised island dimensions have been provided on sheet C04.

2. The 23' aisle width should be increased to the 24' in order to meet City standards

Aisle has been increased to 24'. Refer to sheet C04.

3. The painted end islands on the two outer parking bays block off the aisle, which is not in compliance with City standards. A 24' aisle should be provided along the south end of all three parking bays.

The landscape curb islands have been enlarged so the painted islands have been removed. The aisle is not proposed to continue through to limit vehicle conflicts at the drive-thru entry. Access to all parking spaces is maintained.

- ii. The parking bay to the west of the proposed dumpster locations includes an end island on the north end of the parking bay. The applicant should provide the dimensions of the end island which should be designed in accordance with Section 5.3.12 of the Zoning Ordinance. Note that end islands should be three feet shorter than the adjacent parking space.

Dimension of the raised islands have been provided on sheet C04. The raised islands are in compliance with the ordinance.

- iii. The applicant should provide a 24' access aisle between the end island and the drive-thru area to meet maneuvering lane requirements per Section 5.3.2 of the Zoning Ordinance.

1. It should be noted that, when no parking spaces are present adjacent to a maneuvering lane, the lane width may be reduced to 22 feet, face of curb to face of curb (if curbed)

#### 6. Sidewalk Requirements

unless the Planning Commission finds that the 24 foot width is warranted for the proposed use. Aisle has been increased to 24'. Refer to sheet C04.

- a. The applicant is proposing new 5' sidewalk along the eastern side of the building and landscape areas.
- b. The applicant has provided an ADA-compliant ramp at the northern end of the easterly sidewalk.
- c. It is recommended that an ADA-compliant ramp be placed at the sidewalk connection on the west side of the building nearest to the loading zone to accommodate loading and unloading activities more effectively.

## SIGNING AND STRIPING

1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).
  - a. The applicant should provide the following notes.
    - i. All roadside signs should be installed two feet from the face of the curb to the near edge of the sign.
    - ii. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.
    - iii. Traffic control signs shall use the Federal Highway Administration (FHWA) Standard Alphabet series.
    - iv. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements. All signage notes will be added to the FSP.

Memo

- b. The applicant should provide a signing quantities table and additional details (MMUTCD designation and proposed size) in future submittals.

Signing quantities will be provided on the FSP.

- c. The applicant should update the sign details on sheet C11 to reflect the items noted above in 1a.

Sign details will be updated on the FSP.

- d. The applicant could include "Do Not Enter" (R5-1) signs on either side of the drive-thru exit.

A 'Do Not Enter' sign will be provided on the FSP.

- 2. The applicant has provided the necessary proposed pavement marking details and notes.
  - a. The applicant has indicated proposed parking spaces to be yellow to match the existing striping.
  - b. The applicant should indicate that the accessible parking symbol on sheet C11 will be white.

No response required.

- c. The applicant should indicate which of the traffic flow arrows shown on sheet C04 are proposed pavement markings. Arrows should be hollow for the purposes of showing traffic flow, and solid if proposed to be pavement markings.
  - i. The applicant shall update the note associated with the pavement marking directional arrows detail on sheet C11 to state that all directional arrow pavement markings will be white, regardless of the pavement material.

Pavement marking note will be updated on the FSP.

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

Sincerely,

**AECOM**



Maureen N. Peters, PE  
Senior Traffic/ITS Engineer



Paula K. Johnson, PE  
Senior Transportation Engineer





November 27, 2018

No Architectural response required.

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

Attn: Ms. Barb McBeth – Director of Community Development

**Re: FACADE ORDINANCE Preliminary & Final Site Plan**  
**Starbucks Expansion / Drive Thru, JSP18-0056**  
 Façade Region: 1, Zoning District: RC

Dear Ms. McBeth:

The following is the Façade Review for the above referenced project based on the drawings provided by Wah Yee Architects dated 10/30/18. This project is considered an addition as described in Section 5.15.7 of the Façade Ordinance. Materials in non-compliance, if any, are highlighted in bold.

	North	South	East	West	Ordinance Maximum (Minimum)
Brick (Existing)	70%	50%	50%	60%	100% (30% Minimum)
Cast Stone	3%	10%	2%	10%	50%
EIFS	22%	25%	25%	25%	25%
Cement Fiber Wood (Nichiha)	0%	10%	16%	0%	25%
Fabric Awning	0%	0%	2%	2%	10%
Metal Cornice	5%	5%	5%	3%	15%

**Recommendation** – Section 5.15.7 of the Façade Ordinance allows a continuation of existing materials on the addition provided certain conditions are met. In this case the proposed addition is consistent with Section 5.15.7. The detail on sheet P2.1 for the dumpster enclosure indicates “masonry screen wall to match existing building masonry”, in this case brick. This application is in full compliance with the Façade Ordinance, and therefore qualifies for administrative approval in accordance with Section 6.1.1.c.x. of the Zoning Ordinance, provided that all other requirements for administrative approval are met.

## Notes to the Applicant:

1. Roof Screening - Although it is not indicated on the drawings, the applicant has stated that all existing and proposed roof equipment will be screened by raised parapet walls. It is the applicant's responsibility to determine the required location and height of such parapets. It should be noted that roof top equipment visible from any vantage point either on-site or off-site will be required to be screened with additional screens constructed of materials compliant with the Façade Ordinance.

2. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board (in this case the adjacent existing material) will be compared to materials to be installed. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

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

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

Sincerely,  
DRN & Architects PC



Douglas R. Necci, AIA



No response  
required.

November 7, 2018

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center  
Lindsay Bell-Plan Review Center  
Hannah Smith-Planning Assistant

RE: Starbucks Expansion and Drive-Thru

**CITY COUNCIL**

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

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

**PSP# 18-0176**

PSP# 18-0079

**Project Description:**

**Addition to the North end of the building 1416 S.Q.F.T. including a drive-thru.**

**Comments:**

**Meets Fire Department 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

# LEGEND

	PROPERTY LINE		TRAFFIC FLOW ARROWS (DETAIL ON C11)
	PROPOSED CURB & GUTTER (REFER TO CITY STANDARD DETAILS)		PROPOSED SIGN (DETAIL ON C11)
	PROPOSED SIDEWALK (REFER TO CITY STANDARD DETAILS)		ACCESSIBLE PARKING SPACE (DETAIL ON C11)
	PROPOSED CONCRETE (DETAIL ON C11)		PROPOSED LIGHT POLE
	PROPOSED ASPHALT PAVEMENT (DETAIL ON C11)		EXISTING UTILITY POLE
	PROPOSED BUILDING EXPANSION		
	LOADING AREA		
	PAVEMENT MATCH LINE		

# NOTES

1. REFERENCE THE STANDARD NOTES SHEET FOR ADDITIONAL INFORMATION.
2. FOR ALL APPLICABLE CONSTRUCTION DETAILS REFERENCE THE STANDARD DETAILS SHEET(S) AND ANY MUNICIPAL/JURISDICTIONAL DETAILS ATTACHED TO THIS PLAN SET.
3. REFERENCE THE ALTA/ACSM LAND TITLE SURVEY FOR ADDITIONAL EXISTING FEATURES AND PROPERTY BOUNDARY INFORMATION.
4. ALL DIMENSIONS ARE TO EDGE OF BUILDING, FACE OF CURB, OR EDGE OF PAVEMENT, UNLESS OTHERWISE NOTED.
5. REFERENCE ARCHITECTURAL / FOUNDATION PLANS FOR BUILDING DIMENSIONS.
6. OUTDOOR SEATING SHALL BE PERMITTED BETWEEN MARCH 1ST AND NOVEMBER 30TH WITH ALL FURNITURE AND FIXTURES INCLUDING, BUT NOT LIMITED TO, TABLES, CHAIRS AND WASTE RECEPTACLES REMOVED FROM THE EXTERIOR PREMISES AFTER NOVEMBER 30TH. OUTDOOR SEATING SHALL NOT BE THE PRIMARY SEATING OF THE RESTAURANT.

# SITE DATA

## PARCEL SUMMARY

PARCEL ID#	ZONING
22-15-200-059	RC - REGIONAL CENTER

## BUILDING HEIGHT

EXISTING STARBUCKS	28'
EXPANSION STARBUCKS	27'

\*BUILDING HEIGHTS PROVIDED FOR QUICK REFERENCE. REFER TO ARCHITECTURAL PLANS FOR DETAIL.

## BUILDING AREA

EXISTING STARBUCKS	1,016 SF
EXPANSION STARBUCKS	1,396 SF
EXISTING JARED	5,700 SF
TOTAL	8,112 SF

LOT COVERAGE - 12.4%  
(BUILDING FOOTPRINT/TOTAL LOT SIZE x100 = (8,112/65,340)\*100 = 12.4%)

## PARKING DATA

PROPOSED	REQUIRED	SPACES REMOVED	FORMULA
65 SPACES	32 SPACES	6 SPACES	1 SPACE PER 250 SQ. FT GROSS LEASEABLE AREA.

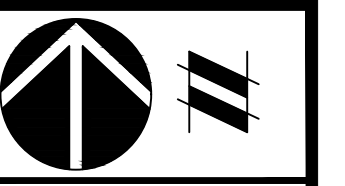
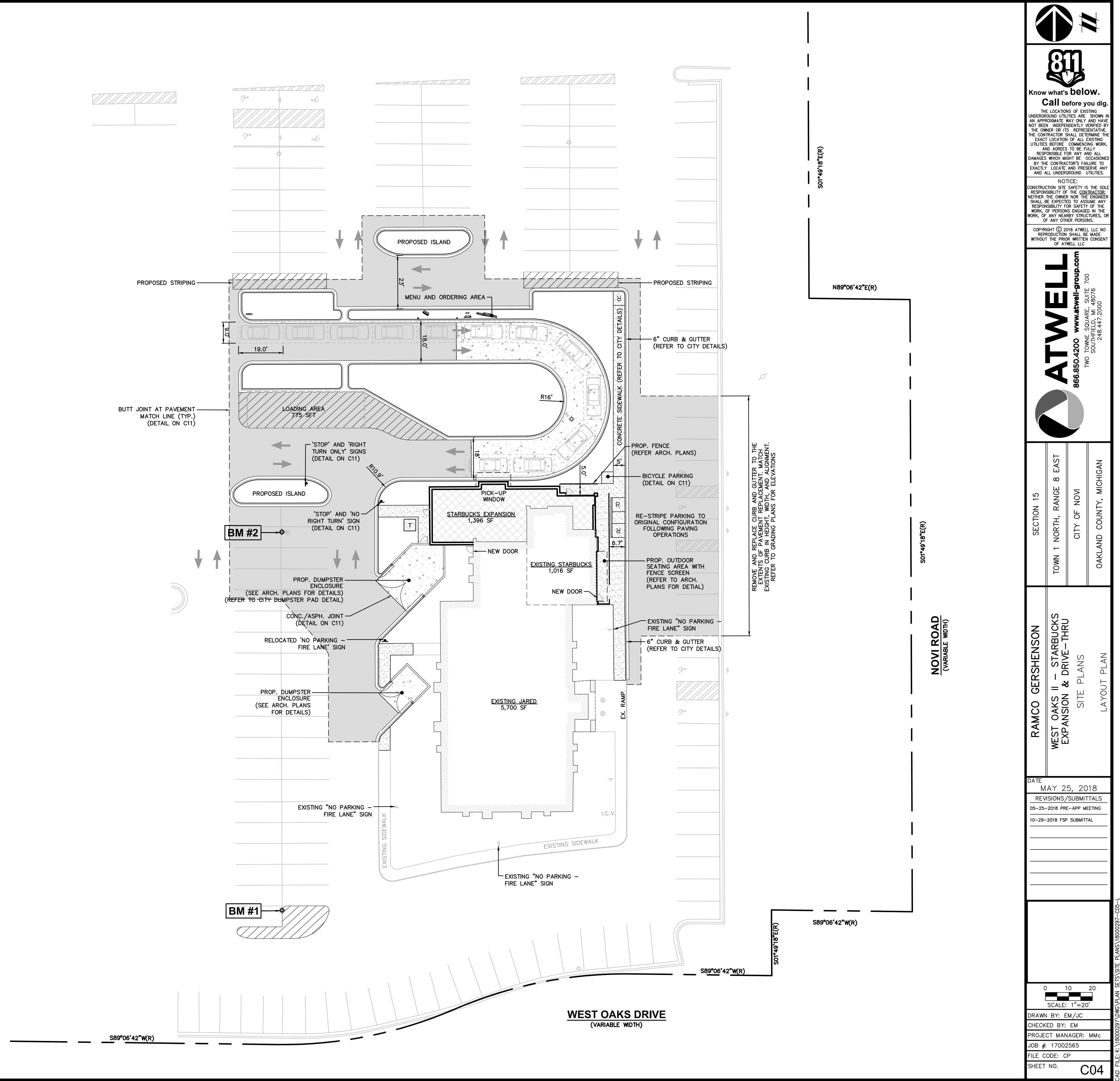
## LOADING DATA

STORE	PROPOSED	REQUIRED	FORMULA
STARBUCKS	775 SQ. FT.	660 SQ. FT.	10 SQ. FT/FOOT OF BUILDING FRONTAGE

## DRIVE-THRU STACKING

LOCATION	REQUIRED	PROPOSED
BETWEEN ORDER AND PICK-UP	4 SPACES	5 SPACES
ADVANCE OF ORDER	4 SPACES	5 SPACES
TOTAL STACKING SPACES	N/A	12 SPACES

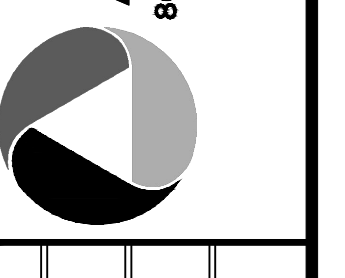
HOURS OF OPERATION: 5:30AM - 10:00PM



**Know what's below.**  
Call before you dig.  
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

**NOTICE:**  
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

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**ATWELL**  
866.850.4200 www.atwell-group.com  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
248.441.2608



SECTION 15
TOWN 1 NORTH, RANGE 8 EAST
CITY OF NOVI
OAKLAND COUNTY, MICHIGAN

RAMCO GERSHENSON
WEST OAKS II - STARBUCKS EXPANSION & DRIVE-THRU
SITE PLANS
LAYOUT PLAN

DATE	MAY 25, 2018
REVISIONS/SUBMITTALS	05-25-2018 PRE-APP MEETING
	10-29-2018 FSP SUBMITTAL

SCALE: 1"=20'
DRAWN BY: EM/JC
CHECKED BY: EM
PROJECT MANAGER: MMC
JOB #: 17002565
FILE CODE: CP
SHEET NO. C04

NOT FOR CONSTRUCTION

## QUEUING STUDY



June 27, 2018

Mr. Michael McPherson, PE  
 Atwell, LLC  
 2 Towne Square, Suite 700  
 Southfield, Michigan 48076

**Re: Proposed Starbucks Restaurant Drive-Through Window Addition  
 Trip Generation Comparison, Queue Analysis and Operational Considerations  
 City of Novi, Michigan  
 200-12851-18002**

Dear Mr. McPherson:

Tetra Tech (Tt) has completed our traffic assessment related to the proposed drive-through window addition to the existing 1,016 sq. ft. Starbucks restaurant development located within the West Oaks Shopping Center on the west side of Novi Road south of Twelve Mile Road in the City of Novi, Oakland County. The current site plan indicates a 2,412 sq. ft. Starbucks restaurant with a drive-through service window that provided a total of 12 vehicle stacking spaces. This traffic assessment has been completed in accordance with the requirements specified by the City of Novi’s traffic consultant AECOM via email correspondence dated May 21, 2018.

**Trip Generation**

Using the information and methodologies specified in the latest version of *Trip Generation (10<sup>th</sup> Edition)* published by the Institute of Transportation Engineers (ITE), Tt forecast the weekday AM and PM peak hour trips associated with the existing (without drive-through window) and proposed with drive-through window) Starbucks restaurant development. Currently, ITE has very limited data on these land uses for the total daily trips, with a total of 3 studies combined for both categories, and should be viewed with caution. The results of the trip generation forecast for the existing restaurant are provided in Table 1, for the proposed restaurant are provided in Table 2, along with the results of the comparison between the existing and proposed restaurant are provided in Table 3.

**Table 1  
 ITE Total Trip Generation for Existing Starbucks Restaurant Development**

Land Use	Land Use Code	Size	AM Peak Hour			PM Peak Hour			Week Day
			In	Out	Total	In	Out	Total	
Coffee/Donut Shop <u>without</u> Drive-Through Window	936	1,016 sq. ft.	53	50	103	19	18	37	767
<b>TOTAL TRIPS</b>			<b>53</b>	<b>50</b>	<b>103</b>	<b>19</b>	<b>18</b>	<b>37</b>	<b>767</b>

**Table 2**  
**ITE Total Trip Generation for Proposed Starbucks Restaurant Development**

Land Use	Land Use Code	Size	AM Peak Hour			PM Peak Hour			Week Day
			In	Out	Total	In	Out	Total	
Coffee/Donut Shop with Drive-Through Window	937	2,412 sq. ft.	109	105	214	53	52	105	1,979
<b>TOTAL TRIPS</b>			<b>109</b>	<b>105</b>	<b>214</b>	<b>53</b>	<b>52</b>	<b>105</b>	<b>1,979</b>

**Table 3**  
**Total Trip Generation Comparison**  
**Existing versus Proposed Starbucks Restaurant Development**

Land Use	Land Use Code	Size	AM Peak Hour			PM Peak Hour			Week Day
			In	Out	Total	In	Out	Total	
Coffee/Donut Shop without Drive-Through Window	936	1,016 sq. ft.	53	50	103	19	18	37	767
Coffee/Donut Shop with Drive-Through Window	937	2,412 sq. ft.	109	105	214	53	52	105	1,977
<b>DIFFERENCE IN TOTAL TRIPS</b>			<b>+56</b>	<b>+55</b>	<b>+111</b>	<b>+34</b>	<b>+34</b>	<b>+68</b>	<b>+1,212</b>

From the results presented above, the addition of a drive-through window to the existing Starbucks restaurant is forecast to generate 111 additional total trips during the AM peak hour, 68 additional total trips during the PM peak hour, and 1,212 additional trips throughout the day over the existing facility without drive-through window service. It should be noted that the above does not consider internal capture effects from adjacent businesses (e.g. customers visiting Starbucks before going to work within the West Oaks Shopping Center) or pass-by reductions to adjacent street traffic.

**Drive-Through Window Queue Analysis**

Based on discussions with your office and correspondence received from Starbucks, their review of historic transactions for similar facilities indicate that approximately 65% of the AM peak period traffic utilizes the drive-through window, with the remaining 35% entering the store to complete their order. Additionally, Starbucks indicated that their average service rate is 45 seconds from the customer completing their order to them pulling away from the drive-through window.

Based on the trip generation forecast for the site during the AM peak period, of the 109 total inbound trips to the site, 71 vehicles would use the drive-through window. A service rate of 45 seconds per vehicle equates to 80 vehicles per hour (3600 seconds/hour x 1 vehicle/45 seconds = 3600/45 = 80). With the service rate (80 vehicles/hour) greater than the arrival rate (71 vehicles/hour), stable conditions would exist (if the arrival rate was greater than the service rate, the queue would grow infinitely since customers would be arriving faster than their orders could be serviced) and a single server queue analysis can be performed.





Based on the service and arrival rates, the average (50% confidence level) queue length during the AM peak hour would be no more than 8 vehicles, which can be accommodated by the proposed drive-through window storage area. At the 80% confidence level, the queue length would be no more than 12 vehicles, matching the amount of provided storage, while for a 95% confidence level the queue would be no more than 23 vehicles.

However, numerous studies documented on the ITE website indicate that maximum observed queues at similar coffee restaurants were observed to be 13 vehicles. Presumably, once this queue length is reached, customers begin to “balk” and decide to either park and enter the facility, or cancel their trip to that facility. Even if customers did elect to wait in queues greater than the storage provided for the drive-through window operations, there is sufficient room on the site to accommodate these queues without disrupting site operations, as discussed further below.

Output from the queue analysis spreadsheets are attached to the end of this letter.

#### **West Oaks Shopping Center Driveways Operation**

At the request of AECOM, the anticipated effect of the proposed addition of drive-through window operations to the Starbucks on the operation of the existing West Oaks Shopping Center driveways was considered, specifically those onto Novi Road near the facility. From the results presented in Tables 1 through 3 above, the site is forecast to generate a noticeable amount of additional trips during the AM and PM peak periods, as well as throughout the day. However, this increase in trips is not anticipated to have a significant impact on the operation of these driveway intersections, given that the AM peak hour (the busiest period for the site) increase in traffic is, on average, one additional vehicle entering and one additional vehicle exiting the overall site per minute, and street volumes are typically lower. During the PM peak period, the forecast increase would equate to an additional vehicle entering and an additional vehicle exiting the overall site approximately every two minutes.

Additionally, given the location of the Starbucks in relation to the site driveways, combined with the parking aisle layout and presence of physical buffers between the Starbucks and site driveways, vehicle queues from drive-through window operations would not affect driveway operations, as they would not reach and would be physically separated from the driveways.

#### **West Oaks Shopping Center Parking Lot Operation**

Also at the request of AECOM, an evaluation of the impact of the proposed drive-through window on adjacent parking operations was performed. As indicated in Table 2, above, peak operations for this facility would be during the AM peak period (7:00 – 9:00 a.m.), when most of the adjacent businesses in the West Oaks Shopping Center are not open or experience minimal customer traffic. As such, even if the proposed drive-through window operations queue length were to exceed the 12-vehicle stacking area provided, it is not anticipated to impact parking operations since the parking lot is expected to be mostly empty at that time, with customers having sufficient parking operations to avoid overflow vehicles.



**Conclusions and Recommendations**

The existing 1,016 sq. ft. Starbucks restaurant development within the West Oaks Shopping Center is proposing to increase to 2,412 sq. ft. in order to add a drive-through window service. While this will require the elimination of some parking spaces on the site, no other changes to the site or site driveways are being proposed.

The proposed development is forecast to generate 111 additional trips during the AM peak hour (56 inbound and 55 outbound from the site), 68 additional trips during the PM peak hour (34 inbound and 34 outbound from the site), and 1,212 additional trips throughout the day over the existing facility without drive-through window service.

A queue analysis for the proposed facility during peak operations in the AM peak hour indicated that the average queue would be no more than 8 vehicles, which could be accommodated by the proposed storage of 12 vehicles. For 95% confidence levels, the analysis indicated a queue length of no more than 23 vehicles. However, based on previous research documented by ITE, it appears that once queue levels exceed 13 vehicles, customers “balk” and elect to either park and enter the store on foot, or cancel their trip altogether. If customers were to elect to still utilize the drive-through service window with these queues, the location and layout of the overall site would prevent stacked vehicles from interfering with the operation of the site driveways onto Novi Road, and adjacent parking areas, since demand for the adjacent businesses would be low, as discussed further below.

The proposed addition of a drive-through window to the existing Starbucks restaurant is not anticipated to significantly impact the operation of the West Oaks Shopping Center driveways along Novi Road, with the forecast increase in traffic being an additional vehicle inbound and outbound per minute for the overall site during the AM peak period, and an additional vehicle inbound and outbound approximately every two minutes for the overall site during the PM peak period. It is also anticipated not to have an impact on the adjacent parking area within the overall site, since, when drive-through operations are the busiest during the AM peak period, most of the adjacent businesses are either closed or experiencing minimal customer operations.

We trust that this letter fulfills your current transportation needs regarding your site. If you have any questions, please feel free to call our office at (810)-220-2112.

Sincerely,

Kyle W. Ramakers, P.E., PTOE  
Transportation Engineer

**Attachments**

P:\IER\12851\200-12851-18002\SupportDocs\Cals\Traffic\Deliverables\Novi\_Starbucks\_Drive-Thru\_Letter.docx

**TRIP GENERATION  
FORECASTS**

# Coffee/Donut Shop without Drive-Through Window (936)

Person Trip Ends vs: 1000 Sq. Ft. GFA  
On a: Weekday

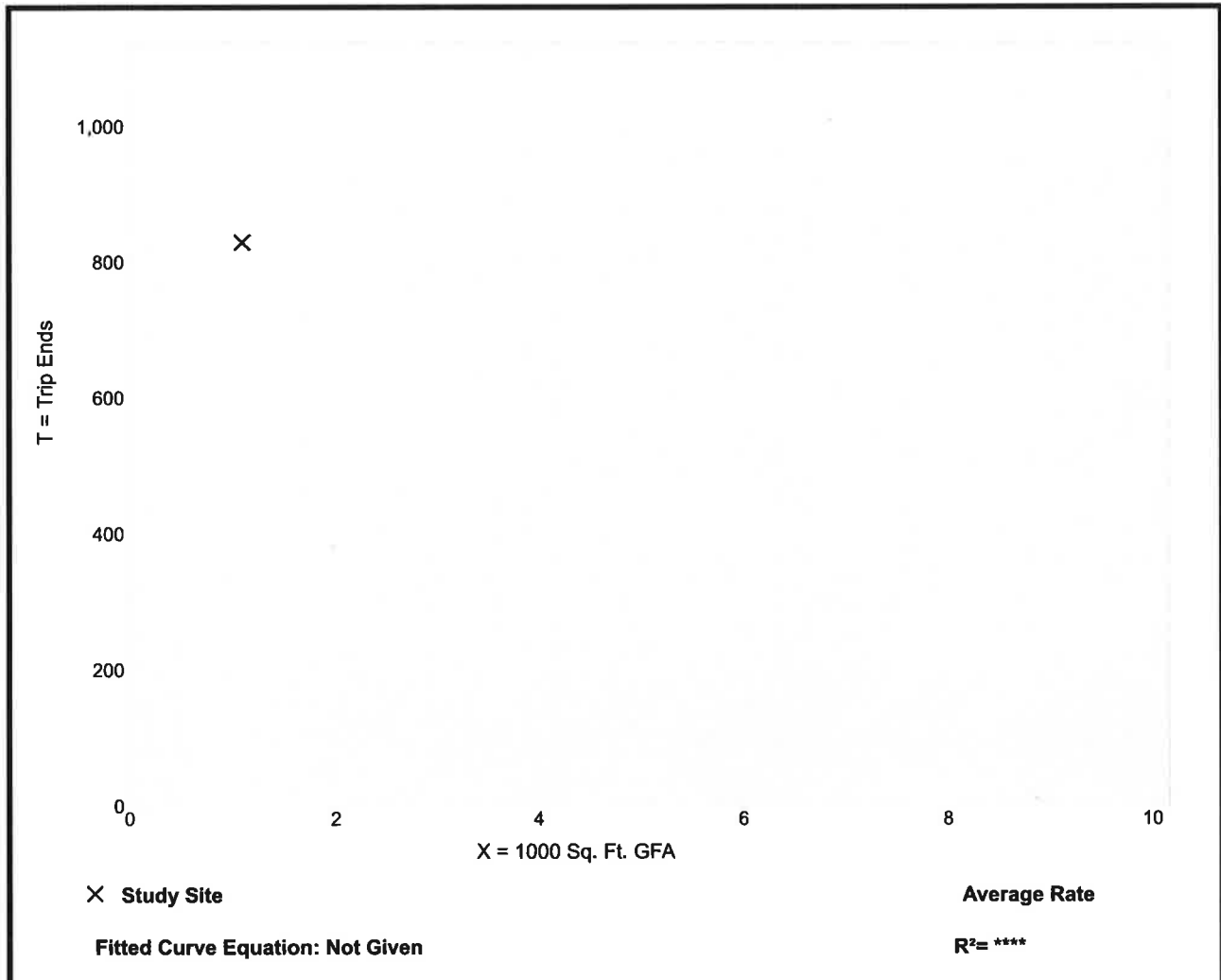
Setting/Location: Dense Multi-Use Urban  
Number of Studies: 1  
Avg. 1000 Sq. Ft. GFA: 1  
Directional Distribution: 50% entering, 50% exiting

## Person Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
754.55	754.55 - 754.55	*

## Data Plot and Equation

Caution – Small Sample Size



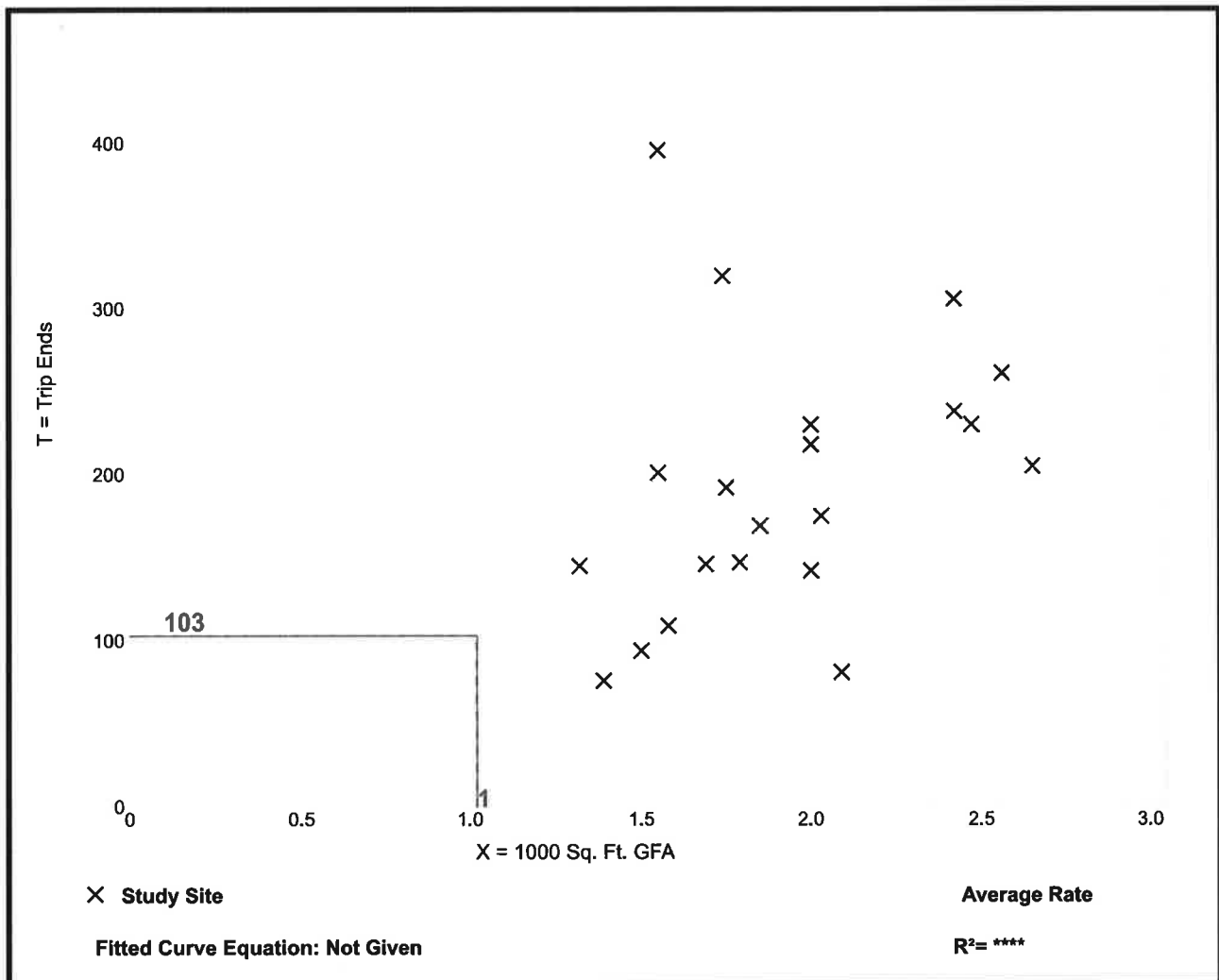
# Coffee/Donut Shop without Drive-Through Window (936)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA  
 On a: Weekday,  
 Peak Hour of Adjacent Street Traffic,  
 One Hour Between 7 and 9 a.m.  
 Setting/Location: General Urban/Suburban  
 Number of Studies: 21  
 Avg. 1000 Sq. Ft. GFA: 2  
 Directional Distribution: 51% entering, 49% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
101.14	38.76 - 255.48	43.44

## Data Plot and Equation



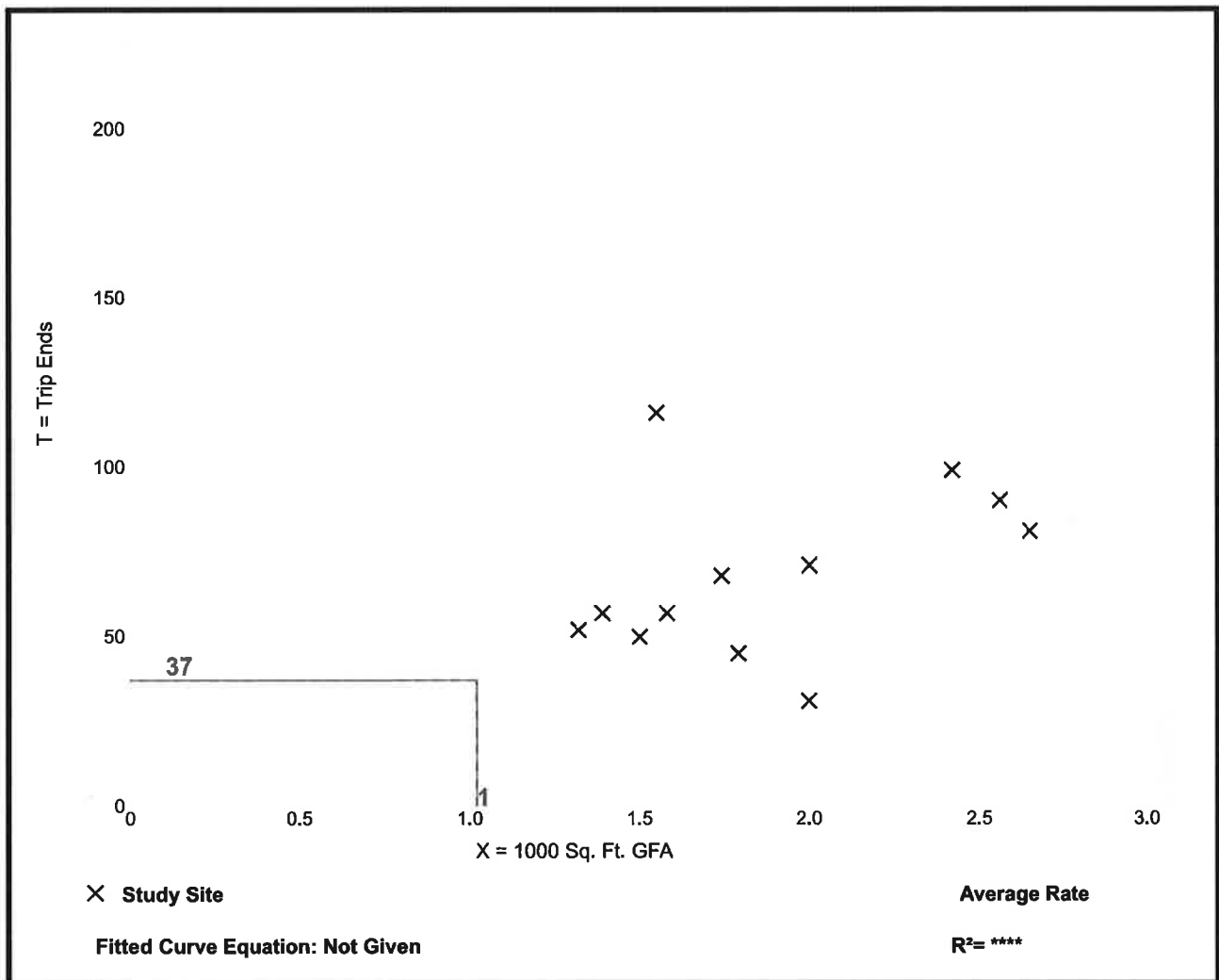
# Coffee/Donut Shop without Drive-Through Window (936)

**Vehicle Trip Ends vs: 1000 Sq. Ft. GFA**  
**On a: Weekday,**  
**Peak Hour of Adjacent Street Traffic,**  
**One Hour Between 4 and 6 p.m.**  
**Setting/Location: General Urban/Suburban**  
 Number of Studies: 12  
 Avg. 1000 Sq. Ft. GFA: 2  
 Directional Distribution: 50% entering, 50% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
36.31	15.50 - 74.84	13.22

## Data Plot and Equation



# Coffee/Donut Shop with Drive-Through Window (937)

**Vehicle Trip Ends vs: 1000 Sq. Ft. GFA**  
**On a: Weekday**

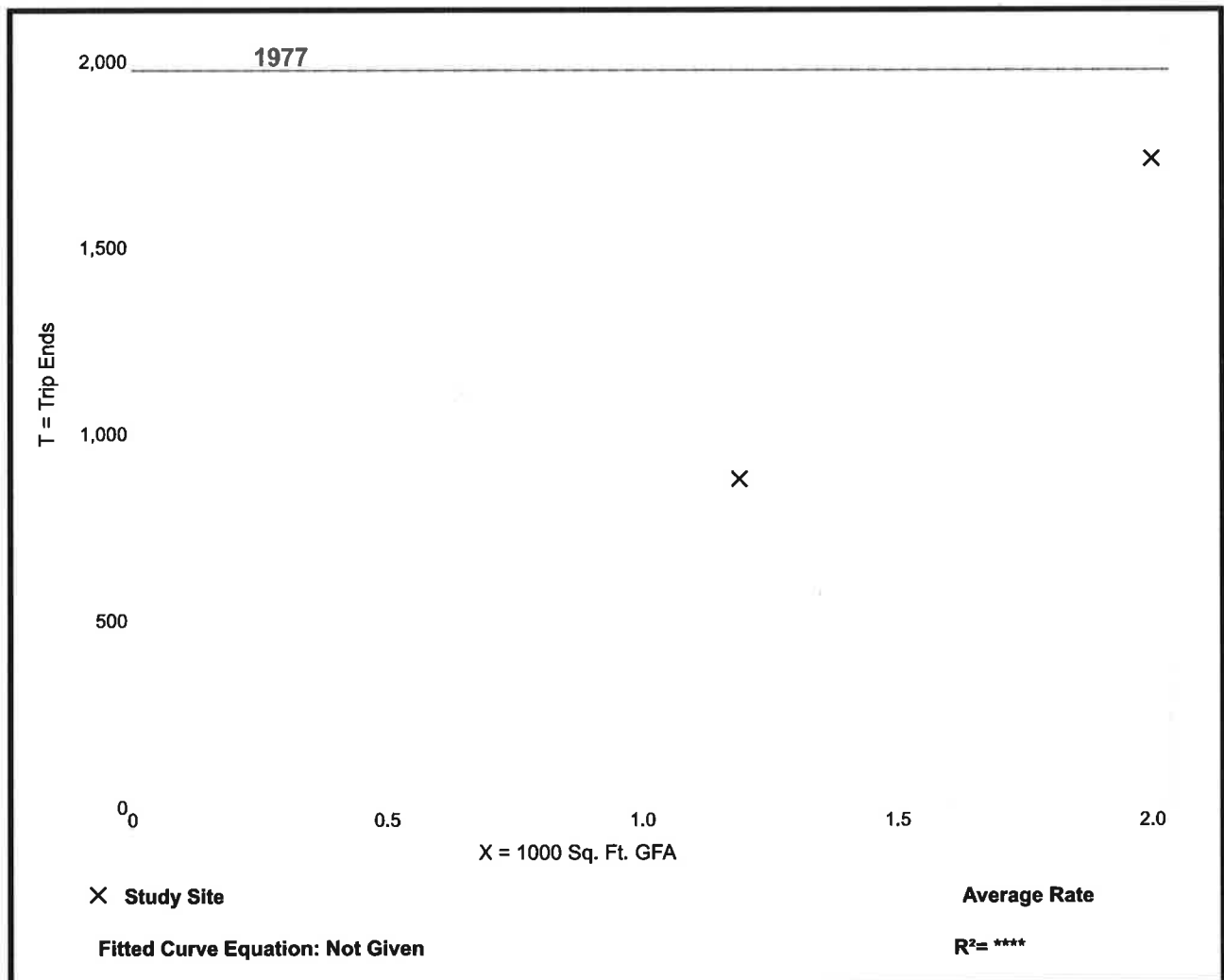
**Setting/Location: General Urban/Suburban**  
Number of Studies: 2  
Avg. 1000 Sq. Ft. GFA: 2  
Directional Distribution: 50% entering, 50% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
820.38	738.66 - 869.00	*

## Data Plot and Equation

*Caution – Small Sample Size*





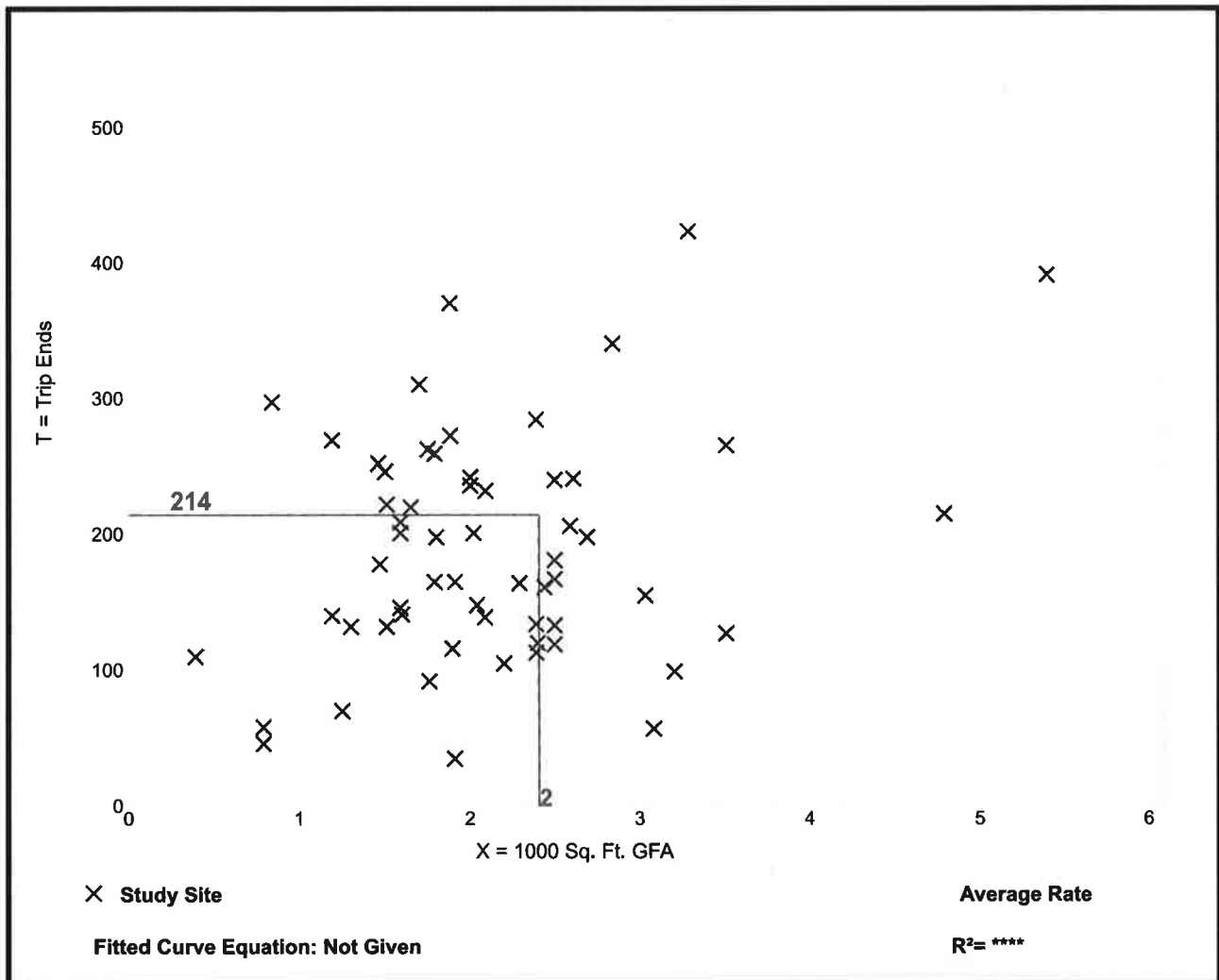
# Coffee/Donut Shop with Drive-Through Window (937)

**Vehicle Trip Ends vs: 1000 Sq. Ft. GFA**  
**On a: Weekday,**  
**Peak Hour of Adjacent Street Traffic,**  
**One Hour Between 7 and 9 a.m.**  
**Setting/Location: General Urban/Suburban**  
 Number of Studies: 61  
 Avg. 1000 Sq. Ft. GFA: 2  
 Directional Distribution: 51% entering, 49% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
88.99	18.32 - 353.57	48.19

## Data Plot and Equation



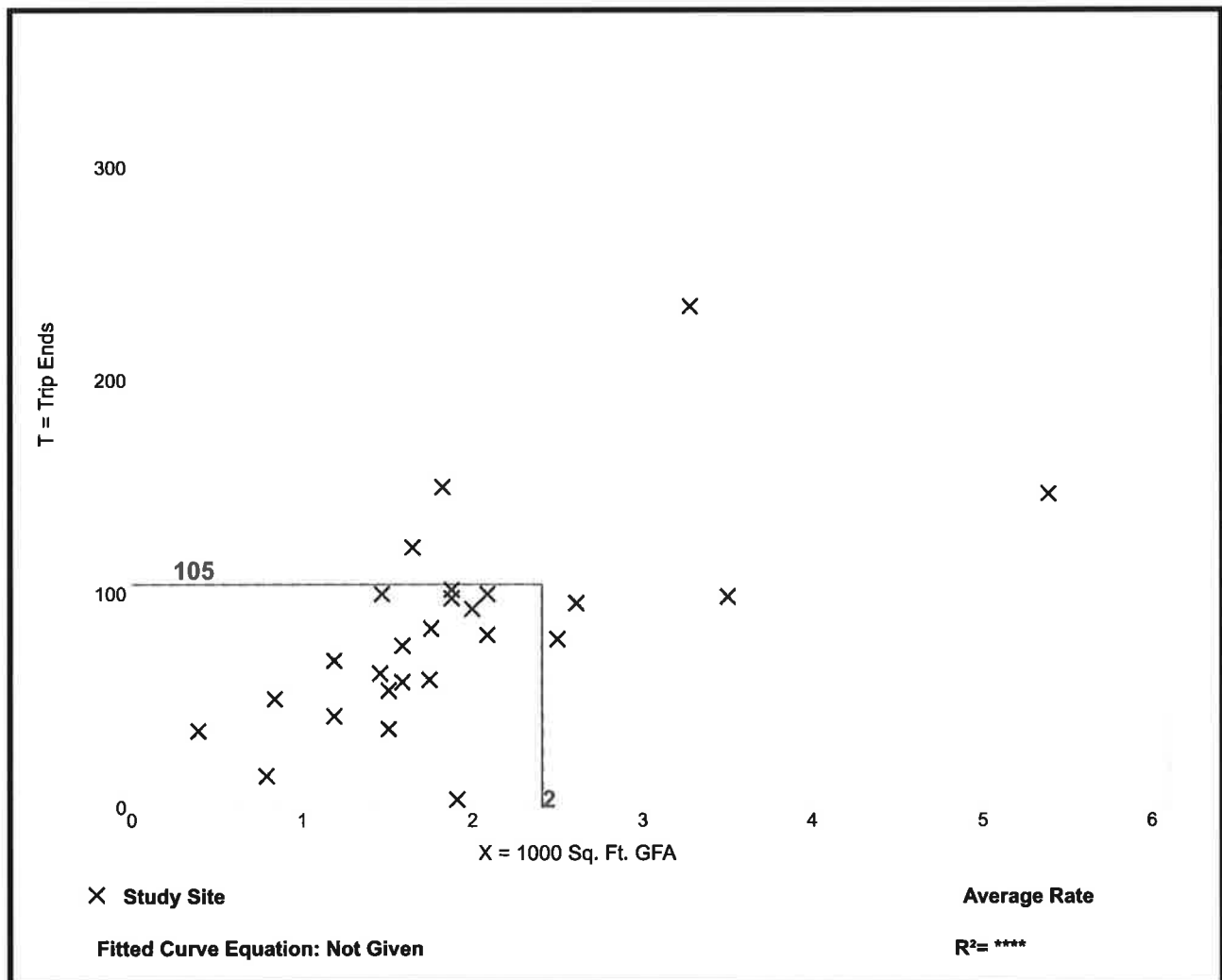
# Coffee/Donut Shop with Drive-Through Window (937)

**Vehicle Trip Ends vs: 1000 Sq. Ft. GFA**  
**On a: Weekday,**  
**Peak Hour of Adjacent Street Traffic,**  
**One Hour Between 4 and 6 p.m.**  
**Setting/Location: General Urban/Suburban**  
 Number of Studies: 26  
 Avg. 1000 Sq. Ft. GFA: 2  
 Directional Distribution: 50% entering, 50% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
43.38	2.09 - 92.31	18.88

## Data Plot and Equation



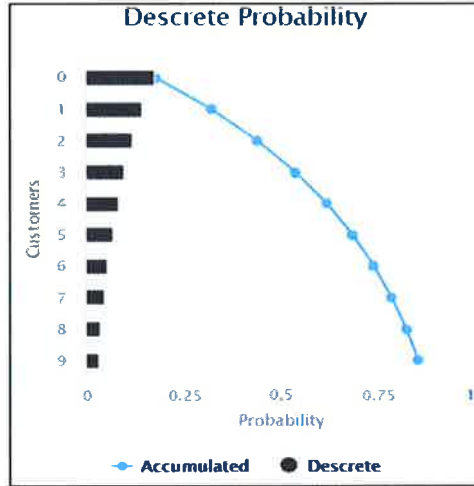
**QUEUE ANALYSIS**

**WORKSHEETS**

**Project: West Oaks Shopping Center Starbucks**  
**Drive Through Queue Probability**

Demand ( $\lambda$ ) = 71  
 Service Rate ( $\mu$ ) = 80  
 Intensity ( $\rho$ ) = 0.8875 **OK**

$\rho^n$	n	$P(n) = \rho^n(1-\rho)$	$\Sigma P(n)$
1.0000	0	11.25%	11%
0.8875	1	9.98%	21%
0.7877	2	8.86%	30%
0.6990	3	7.86%	38%
0.6204	4	6.98%	45%
0.5506	5	6.19%	51%
0.4887	6	5.50%	57%
0.4337	7	4.88%	62%
0.3849	8	4.33%	66%
0.3416	9	3.84%	70%
0.3032	10	3.41%	73%
0.2691	11	3.03%	76%
0.2388	12	2.69%	79%
0.2119	13	2.38%	81%
0.1881	14	2.12%	83%
0.1669	15	1.88%	85%
0.1481	16	1.67%	87%
0.1315	17	1.48%	88%
0.1167	18	1.31%	90%
0.1036	19	1.17%	91%
0.0919	20	1.03%	92%
0.0816	21	0.92%	93%
0.0724	22	0.81%	94%



Generate graphic at  
<https://www.supositorio.com/rcalc/rcalclite.htm>  
 M/M/C Queue Methodology

109 Total Inbound Trips  
 65% Utilize Drive-Thru  
 71 Drive-Thru Trips

45 Service Rate (sec/veh)  
 3600 sec/hr  
 80 Service Rate (veh/hr)

Average Queue  $E(n)$  = **7.89 vehicles**

Average Wait Time in Drive-Through  $E(v)$  = **6.67 minutes**

**Project: West Oaks Shopping Center Starbucks  
Drive Through Queue Probability**

Demand ( $\lambda$ ) = 71  
 Service Rate ( $\mu$ ) = 80  
 Intensity ( $\rho$ ) = 0.8875 OK

$\rho$	$Q_M (= \rho$ for 95% Confidence $n = 1)$	Level $p =$	M (Queue)
0.8875	0.8875	0.05	23.10
-0.119346758	-0.1193468	-2.995732274	

$\rho$	$Q_M (= \rho$ for 90% Confidence $n = 1)$	Level $p =$	M (Queue)
0.8875	0.8875	0.1	17.29
-0.119346758	-0.1193468	-2.302585093	

# **SITE PLAN**

# LEGEND

	PROPERTY LINE		PAINTED STOP SIGN OR STOP SIGN
	PROPOSED GRASS & SILVER		BLIND FLOW ARROWS
	PROPOSED SIDEWALK		PROPOSED SIGN
	PROPOSED CONCRETE		PARKING BOY COAT
	PROPOSED ASPHALT PAVEMENT		ACCESSIBLE PARKING SPACE
	PROPOSED BUILDING EXPANSION		PROPOSED LIGHT POLE
			EXISTING UTILITY POLE

# NOTES

1. REFER TO THE STANDARD NOTES SHEET FOR ADDITIONAL INFORMATION.
2. FOR ALL APPLICABLE CONSTRUCTION DETAILS REFER TO THE STANDARD DETAILS SHEETS AND ANY MUNICIPAL/APPROPRIATIONAL DETAILS ATTACHED TO THIS PLAN SET.
3. REFER TO THE ADJACENT LAND USE MAPS FOR ADDITIONAL EXISTING FEATURES AND PROPERTY BOUNDARY INFORMATION.
4. ALL DIMENSIONS ARE TO EDGE OF BUILDING, FACE OF CURB, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
5. REFER TO MECHANICAL / PLUMBING PLANS FOR BUILDING INTERIORS.

# SITE DATA

**PARCEL SUMMARY**

CADDIS PL	ZONING
2015-00-054	MC - GENERAL CENTER

**BUILDING AREA**

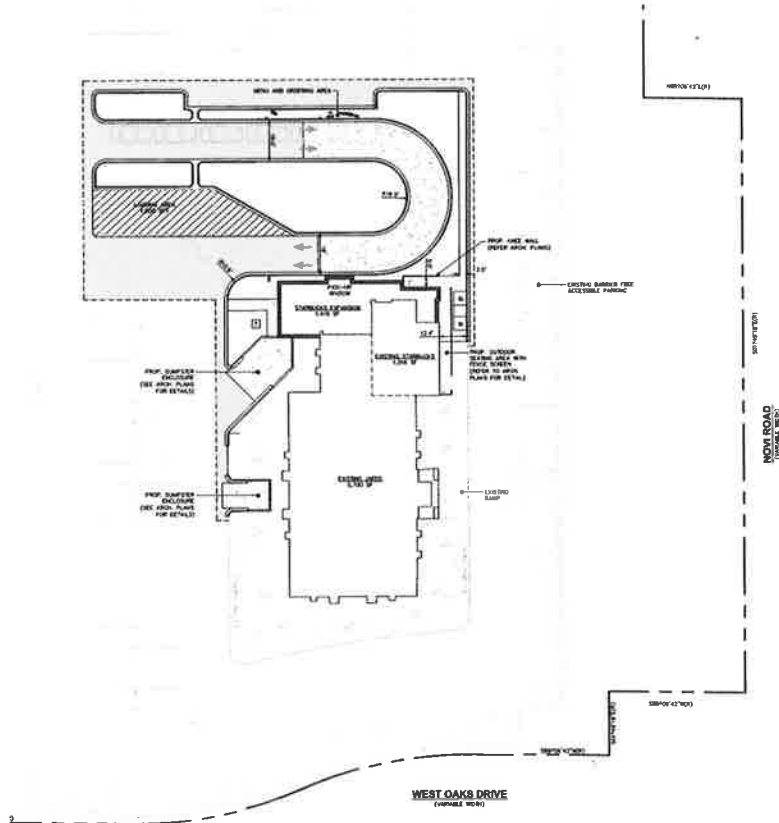
EXISTING STAMBUCKS 3,004 SF  
 EXPANDED STAMBUCKS 3,194 SF  
 EXISTING AREAS 5,500 SF  
 TOTAL 8,698 SF

**LOADING DATA**

TRUCKS	TRUCKS	TRUCKS
1,000 SQ FT	600 SQ FT	1/2 SQ FT/FOOT OF BUILDING FRONTAGE

**DRIVE THRU STACKING**

UNLADERS	UNLADERS	UNLADERS
BETWEEN ORDER AND PICK-UP	4 SPACES	4 SPACES
ADVANCE OF ORDER	4 SPACES	5 SPACES



**ATWELL**  
ARCHITECTS

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SECTION 15  
TOWN 1 NORTH, RANGE 8 EAST  
CITY OF NORVA  
EMERALD COUNTY, MICHIGAN

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**RAMCO CORPORATION**  
NORVA DRIVE THRU STACKING  
EXPANSION & DRIVE-THRU  
PRELIMINARY SITE PLAN

MAY 25, 2018  
MECHANICAL  
AS SHOWN AND THE JOB NOTED

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**NOT FOR CONSTRUCTION**

C01