



# PLANNING COMMISSION MINUTES

CITY OF NOVI  
Regular Meeting

**February 12, 2025 7:00 PM**

Council Chambers | Novi Civic Center  
45175 Ten Mile Road, Novi, MI 48375 (248) 347-0475

## CALL TO ORDER

The meeting was called to order at 7:00 PM.

## ROLL CALL

Present: Chair Pehrson, Member Avdoulos, Member Becker, Member Lynch, Member Roney

Absent Excused: Member Dismondy, Member Verma

Staff: Barbara McBeth, City Planner; Beth Saarela, City Attorney; Lindsay Bell, Senior Planner; Rick Meader, Landscape Architect; Ben Nelson, Project Engineer; Doug Necci, Façade Consultant

## PLEDGE OF ALLEGIANCE

Chair Pehrson led the meeting attendees in the recitation of the Pledge of Allegiance.

## APPROVAL OF AGENDA

Motion made by Member Becker and seconded by Member Avdoulos to approve the February 12, 2025 Planning Commission Agenda.

**VOICE VOTE ON MOTION TO APPROVE THE FEBRUARY 12, 2025 PLANNING COMMISSION AGENDA MOVED BY MEMBER BECKER AND SECONDED BY MEMBER AVDOULOS. *Motion carried 5-0.***

## AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing no one, Chair Pehrson closed the first public audience participation.

## CORRESPONDENCE

There was not any correspondence.

## COMMITTEE REPORTS

There were no Committee reports.

## CITY PLANNER REPORT

There was no City Planner report.

## CONSENT AGENDA - REMOVALS AND APPROVALS

### 1. JSP22-56 HOME2 SUITES

Approval of the request of Novi Elite Hospitality, LLC for the one-year extension of the Preliminary Site Plan approval of a 141-room, 5-story hotel. The subject property is located in the Adell Center Development, south of I-96 and west of Novi Road. The Preliminary Site Plan was approved by the Planning Commission on January 11, 2023.

Motion to approve the JSP22-56 Home2 Suites one-year extension of the Preliminary Site Plan made by

Member Lynch and seconded by Member Avdoulos.

**ROLL CALL VOTE ON MOTION TO APPROVE HOME2 SUITES ONE YEAR EXTENSION OF THE PRELIMINARY SITE PLAN APPROVAL. MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS. Motion carried 5-0.**

## **PUBLIC HEARINGS**

### **1. JSP24-13 QUICK PASS CAR WASH**

Resume the Public Hearing at the request of Novi Road Management, LLC for Preliminary Site Plan, Woodland Permit, and Stormwater Management Plan approval to build a Quick Pass Car Wash.

Senior Planner Lindsay Bell stated this is a project that was first brought to the Planning Commission in December. At that time the building was going to require several façade waivers which were not supported, so the Planning Commission postponed making a decision and asked the applicant to bring the façade into greater conformity with the Ordinance. They have done that by switching the C-brick to real brick, and our consultant confirms it is now in full compliance.

The site is located on the west side of Novi Road, north of Ten Mile Road (Section 22). The site is currently vacant, although the former Goat Farm/DICE building still stands. The Pine Ridge retail center is to the south, as well as various retail and service businesses are on the east side of Novi Road, and there are undeveloped parcels to the north and west.

The site is zoned B-3 General Business as is the area to the south. To the north and west is zoned Office Service, and the east is zoned Light Industrial. The Future Land Use map indicates Local Commercial for the subject property and those to the north and south. To the west is Community Office, and the east is planned for Industrial Research Development and Technology. The subject property has regulated wetlands and woodlands along the west side of the property, which are connected to a larger system of off-site forested wetlands.

As indicated on the site plan, the applicant is proposing to demolish the existing structure to redevelop the site with a new Quick Pass car wash. Access to the site will remain from a driveway on Novi Road, which will be shifted southward.

Stormwater is proposed to be managed by collecting stormwater in a storm detention basin west of the building and discharged to the wetland on the west side of the property. The wetland area to the west will not be impacted except by the stormwater outlet, which requires a minor permit. Wetland review also notes that the wetland flagging has been removed from the site before it could be verified and should be restored in accordance with the Wetland Ordinance prior to Final Site Plan submittal and remain in place throughout the duration of the project.

A woodland permit is required for the impact to critical root zones of 3 regulated trees, requiring 6 replacement credits.

The proposal mostly complies with the requirements of the Zoning Ordinance. However, the applicant is requesting waivers from some requirements. The following waivers are requested: A Planning Commission waiver for same-side and opposite-side driveway spacing. This is supported by our Traffic consultant.

The applicant went before the ZBA for variances for the overhead door facing Novi Road and the lack of a separate 18-foot bypass lane. Both of those variances were approved last night.

The Planning Commission is asked tonight to resume the public hearing and consider the Preliminary Site Plan, Woodland Permit, and Stormwater Management Plan. Representing the project tonight is Jamie

Burke from Quick Pass. Staff is available to answer any questions.

Jamie Burke from Quick Pass Car Wash and Kevin Rosenberg from Jeffery Scott Architects were in attendance.

Mr. Burke stated that Quick Pass Car Wash went before the Zoning Board of Appeals on February 11, 2025, and received their approvals. Mr. Burke expressed he was available for any questions the Planning Commission may have.

Chair Pehrson invited members of the audience who wished to address the Planning Commission on this topic to come forward. Seeing no one, Chair Pehrson asked if any correspondence had been received. Having received no correspondence Chair Pehrson closed the public hearing and turned the matter over to the Planning Commission.

Member Lynch thanked Mr. Burke for working with staff and expressed that he hoped the justification for the façade and material requirements was understood. In addition, he is looking forward to seeing the car wash go in and there is nothing that jumps out to him as a hurdle. Member Lynch said he is in full support and appreciates the Quick Pass Team for working with staff.

Member Becker thanked the applicant for understanding and working with staff. Additionally, Member Becker expressed appreciation to staff for helping to find ways to do this. He stated that he went back and read the notes from the previous meeting. It was noted that the façade was the largest item that needed addressed, and that has now been solved.

Member Roney had nothing further to add.

Member Avdoulos had nothing further to add.

Motion to approve the JSP24-13 Quick Pass Car Wash Preliminary Site Plan made by Member Avdoulos and seconded by Member Lynch.

**In the matter of Quick Pass Car Wash JSP24-13, motion to approve the Preliminary Site Plan based on and subject to the following:**

- a. ZBA granting the variance for an overhead door facing a major thoroughfare.**
- b. ZBA granting the variance for deficiency of drive-through by-pass lane.**
- c. Traffic waiver from Code of Ordinances, Section 11.216.d.1.d for same-side driveway spacing along Novi Road (129 feet proposed, 230 feet required).**
- d. Traffic waiver from Code of Ordinances, Section 11.216.d.1.e for opposite-side driveway spacing along Novi Road (24 feet and 86.4 feet proposed, 150 feet (downstream) and 200 feet (upstream) required).**
- e. Wetland boundaries shall be flagged on the site prior to Final Site Plan submittal, and must remain flagged throughout the duration of the project in accordance with Chapter 12 of the Code of Ordinances.**
- f. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan.**

**This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance. *Motion carried 5-0.***

**ROLL CALL VOTE ON MOTION TO APPROVE JSP24-13 QUICK PASS CAR WASH PRELIMINARY SITE PLAN MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

Motion to approve the JSP24-13 Quick Pass Car Wash Woodland Permit made by Member Avdoulos and seconded by Member Lynch.

**In the matter of Quick Pass Car Wash JSP24-13, motion to approve the Woodland Permit based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.**

**This motion is made because the plan is otherwise in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.**

**ROLL CALL VOTE TO APPROVE JSP24-13 QUICK PASS CAR WASH WOODLAND PERMIT MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

Motion to approve the JSP24-13 Quick Pass Car Wash Stormwater Management Plan made by Member Avdoulos and seconded by Member Lynch.

**In the matter Quick Pass Car Wash JSP24-13, motion to approve the Stormwater Management Plan based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.**

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

**ROLL CALL VOTE TO APPROVE JSP24-13 QUICK PASS CAR WASH STORMWATER MANAGEMENT PLAN MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

#### **MATTERS FOR CONSIDERATION**

**1. INTRODUCE TEXT AMENDMENT 18.305 – PROPOSED AMENDMENTS TO DAY CARE STANDARDS**

Set public hearing for Text Amendment 18.305 to add a new Subsection to 4.12, Group Day Care Homes, Day Care Centers, and Adult Day Care Centers to increase Day Care capacity in certain locations and subject to conditions, to clarify standards, and to amend various additional sections of the ordinance as determined necessary.

City Planner Barbara McBeth gave a brief overview of the text amendment and the reason why it is being proposed. City staff drafted the ordinance amendment to modify the standards for commercial daycare centers that are in residentially zoned districts.

City Planner Barbara McBeth stated that the zoning ordinance currently allows daycare centers and adult daycare centers in single family residential districts under certain conditions. Daycare centers are subject to special land use approval by the Planning Commission.

The ordinance currently provides two categories for commercial daycares in the residential district. The first category is provided in section 4.12.1.B currently allows commercial day care centers and adult day care centers (those not located in a single-family home) on single family residential parcels at least 1 acre in size, and when abutting a major thoroughfare. The ordinance provides limitations on the number of people being cared for – no more than 50 children in a day care center, and no more than 25 adults in an adult day care center.

The second category is provided in section 4.12.1.C that currently allows a greater number of people being cared for in day care centers when the single-family parcel abuts non-residential uses: up to 120 children, and no more than 50 adults.

City Planner Barbara McBeth stated the idea of the text amendment came about after staff met with Little Seeds Daycare owner Angie Altaii. Mrs. Altaii expressed an interest in increasing the number of children cared for in the existing facility which is located at the northeast corner of Ten Mile and Wixom Road. Mrs. Altaii indicated that there is great demand for daycare services in the region in general and that her daycare business has the space available within the existing building to expand enrollment. Mrs.

Altaii wishes to expand enrollment of the Little Seeds Daycare up to 75 children while the current ordinance allows for a maximum of 50 children.

After talking with Mrs. Altaii, staff researched other community's ordinances and found there are several differing standards for daycare centers in those communities. In addition, new information is being shared from the American Planning Association as well as from the State of Michigan that shows the demand for daycare facilities in many communities is not being filled.

City Planner Barbara McBeth stated as drafted the ordinance proposes a third option that would allow up to 75 children in daycare centers on residential parcels at least 1.5 acres in size, that are at the intersection of a major thoroughfare and another street, and subject to minimum building setbacks to the property lines to ensure adequate setback from other residential uses. To further ensure that any adjacent existing single family residential properties are adequately separated from the proposed daycare, any buildings shall be setback from the property lines a distance that is equal to what is required in the zoning district, but in no case, less than 25 feet from any property line. Special Land Use consideration by the Planning Commission and the required public hearing would be required for this option, as it applies to all commercial day care facilities proposed in residential districts.

City Planner Barbara McBeth directed the attention of the Planning Commission to the screen which showed a map with fourteen properties in Novi that may benefit from the ordinance amendment. It was noted that some of the properties are vacant and others may be developed with a church or alternate use. At least one of the properties has a daycare on it currently.

The Planning Commission is asked to set the public hearing for an upcoming meeting. Mrs. Altaii and her attorney Dennis Cowan were present.

Chair Pehrson invited the applicant to come forward if they wished to add anything.

Mr. Dennis Cowan with PlunKett Cooney addressed the Planning Commission on behalf of Little Seeds Daycare. Mr. Cowan stated one of the pressing issues in all communities is child daycare. He expressed that Novi is a growing community of families. In addition to Novi's long-term residents, there are families who come to Novi from other states and countries. Mr. Cowan stated these families may not have the infrastructure of family and friends; therefore, they look to licensed centers for their daycare needs. He stated Mrs. Altaii is looking to add primarily infants at her location, but each business will have that opportunity if they qualify.

Mr. Cowan elaborated that the daycare business is highly regulated. As an example of the regulations for daycare facilities, Mr. Cowan referenced a fifty-five-page document that covers everything from food prep to diaper changing for the daycare center. He stated it is a two-step process to become a licensed facility. The first step is the appropriate approvals from the municipality, in this case Novi. Secondly, the plans would have to be approved by the department of Licensing and Regulation after which they will conduct their own inspection along with the appropriate City inspections before the daycare space can be used. Mr. Cowan turned it over to Mrs. Altaii for further discussion.

Mrs. Altaii stated that she is the owner of the Little Seeds Daycare and that she took over the property in 2022. Mr. Altaii shared it is important to note that the previous owner had existed in the space for over thirty years and had been operating on a variance granted by the City which allowed up to sixty children. Little Seeds Daycare was granted a continuation of that variance and currently has sixty children enrolled at max capacity. Mrs. Altaii noted the waitlist for infants is between six to twelve months.

Mrs. Altaii stated since coming before the Planning Commission in May, the State has asked Little Seeds Daycare to become a partner in the Great Start Readiness Program. This is a universal Pre-K program which the State is planning to roll out with no income limits as of 2026. Little Seeds Daycare is the second partner in this program, next to Novi Public Schools. Mrs. Altaii indicated they are the only other program that can offer this service. As a result of this partnership Little Seeds has been asked to add another classroom, exasperating the need to add an infant classroom. Mr. Altaii stated they are looking to

renovate the space they already have, which is currently not being used, to add an extra infant classroom.

Chair Pehrson asked City Planner Barbara McBeth how the number of one hundred and twenty children came about.

City Planner Barbara McBeth stated that it is currently in the ordinance for one hundred and twenty children in residential districts that abut a non-residential district. An example would be on the edge of a residential district abutting an office district or at the edge of an area abutting an OST District.

Chair Pehrson inquired if these locations could be true residences or part of a church.

City Planner Barbara McBeth stated that the locations that are being talked about with this amendment would not necessarily abut a non-residential use. They could be surrounded by residential properties. Additionally, they could be part of a church or a vacant parcel. Barbara McBeth indicated the fourteen properties shown on the map are residential properties that are surrounded by residential that are at least 1.5 acres in size.

Chair Pehrson inquired if part of the equation is to deal with the square footage of the building itself in relation to the number of people being looked after.

City Planner Barbara McBeth stated that is one of the State's standards.

Chair Pehrson stated he understands the concept of childcare. When thinking about adult care, he stated the thinking shifts to more of a home where people reside as opposed to a drop-off situation like daycare. He inquired if that is in line with the thinking, or if this is a shift in that regard.

City Planner Barbara McBeth stated that the adult daycare and the child daycare were carried through together in the ordinance because they are considered similar types of uses. She noted that we don't have a lot of adult daycare facilities in a commercial establishment, some people have something that they run out of their home. That is not what is being talked about in this case. Adult daycare was carried through with this amendment because it had been in the ordinance for smaller daycare, but modification can be made if the Planning Commission is uncomfortable with that.

Chair Pehrson expressed he would like to understand more about the concept, regarding adult daycare. He stated sixty adults seems like a huge number in thinking about the space that would take up. Chair Pehrson stated he would like to see more finite delineation between child and adult daycare centers.

Member Becker stated he has visited some residential adult homes, and you would not be able to accommodate twenty-five adults. He noted if it was not a residential setting you could accommodate twenty-five adults if it were a daytime drop off situation. Regarding home facilities the State would say you cannot have twenty-five adults in a home because that is a different category. Member Becker requested clarification on if the amendment is replacing wording or if another category is being added.

City Planner Barbara McBeth stated that three categories are being proposed. One new category is being added in case we have any uses that are currently existing which would remain on a smaller parcel with fewer children.

Member Becker stated that the last time daycare facilities were discussed, the State had certain requirements that were more lenient than the City of Novi's requirements. Member Becker inquired if we have balanced the wording, so we are not in conflict with the State.

City Planner Barbara McBeth stated that we can certainly look at that this time around.

Member Lynch stated that he is familiar with the property and expressed that the applicant makes a valid argument. Member Lynch said that a goal the Commission holds is to make sure the ordinance is not

manipulated. He noted this proposal will come back to the Planning Commission so if it is suspected or seen that there is manipulation, there will be an opportunity to reject the proposal.

City Planner Barbara McBeth confirmed that this text amendment will come back to the Planning Commission in about a month.

Member Roney stated he has no issues.

Member Avdoulos stated he has nothing further to add and it was addressed appropriately.

Motion to set the public hearing for a future date as determined by staff made by Member Avdoulos and seconded by Member Lynch.

**In the matter of Text Amendment 18.305 Proposed Amendments to Day Care Standards, motion to set the public hearing for a future date to be determined by staff.**

**ROLL CALL VOTE ON MOTION TO SET THE PUBLIC HEARING MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

**2. JSP24-25 EL CAR WASH NOVI II**

Consideration of El Car Wash Novi II for Preliminary Site Plan approval. The subject property is 0.54 acres in size, is zoned TC Town Center District, and is located on the east side of Novi Road, north of Grand River. The applicant is proposing to reutilize the existing car wash building for a new car wash.

Staff Planner Diana Shanahan stated the applicant is proposing to reutilize the existing non-conforming car wash on Novi Road. The .54-acre parcel is located on the east side of Novi Road, north of Grand River. The site and surrounding area are zoned Town Center with TC-1 to the southeast. The future land use map indicates Town Center Commercial for this property as well as all the surrounding properties. The subject property does not contain any regulated natural features.

The existing car wash was constructed in 1981 and is a non-conforming use in the TC District. As indicated on the site plan, the applicant El Car Wash II is proposing to renovate the existing car wash. Improvements will include new vacuum stations, two new drive-up pay stations, an attendant booth, repaving, utility improvements, façade updates, and sculpture artwork as an amenity for the Town Center District.

The applicant is requesting a landscape waiver for the lack of a loading zone screen. This waiver is supported by staff as there is no space for loading zone screening on the site. A waiver is requested for insufficient green belt area. This waiver is also supported by staff as an existing condition. A waiver is requested for insufficient interior parking lot trees. This waiver is supported by staff as the proposed plan will improve the existing conditions to the best of its ability given the site constraints. The plan provides enhancements by introducing additional landscaping while accommodating the limitations of the site. A waiver for insufficient parking lot access way perimeter trees along the south edge is being requested. This waiver is supported by staff as an existing condition, as the site offers no space for additional trees. The final waiver is for insufficient foundation landscaping area coverage. This waiver is supported by staff as the proposed landscaping is an enhancement to current conditions.

The proposed plan will require variances to be granted by the Zoning Board of Appeals for three items. These items are the parallel parking space, the lack of a bypass lane, and a shortage of vehicle stacking spaces prior to the tunnel.

The Planning Commission is asked to approve or deny the Preliminary Site Plan. Steven Barrett and the El Car Wash II team are here tonight representing the project as well as staff to answer any questions.

Reid Cooksey from Stonefield Engineering and Design stated that they are taking an existing car wash on Novi Road in the Town Center District and modernizing it. They are looking to bring new flair to the site. Mr. Cooksey stated they are modernizing not only the façade but also the operations. He noted there

are several waivers being requested but they are existing nonconformities as described by Ms. Shanahan.

Mr. Cooksey said one of the things they tried to do with this site is to find areas to keep the operations as they are due to limitations in site circulation but at the same time bring the site closer into compliance. Most of the waivers requested are due to landscaping. He noted they are adding landscape islands, four trees, and several shrubs.

Mr. Cooksey stated they are adding a more defined vacuum area as well as a pay station. The current site, as it operates today, does not have a pay station. He stated by adding two pay station lanes it will take the current stacking from four spaces to nine. Additionally, new technology within the tunnel allows for an increase or decrease of throughput times depending on the queuing. Furthermore, Mr. Cooksey stated that most customers are expected to be membership customers who will use the fast pass lane. He noted while they do need to go to the Zoning Board of Appeals for the lack of stacking, it should not be an issue for operations.

Mr. Cooksey stated the vacuum stations are improved in efficiency and noise reduction. In addition, doors will be added to the building itself that will open and close to reduce noise in the tunnel. Overall, Mr. Cooksey expressed they are making many improvements to an existing carwash.

Member Lynch thanked the applicant for updating the business. He noted if there was a stacking problem you would see that with the current operations and stated since you do not see that currently, he is not too concerned. Member Lynch inquired whether the inside turn near the pay station was a generous enough radius.

Mr. Cooksey stated that they had run large pickup trucks through their truck turning software to make sure the inside turn was generous enough. He stated it is a tight turn, but it does work. There is also an outside lane that is accessible.

Member Lynch stated overall he has no issues.

Mr. Cooksey stated it is a difficult site for commercial operations, and this is a great use for such a small parcel. Their goal is to give the site a really nice facelift.

Member Becker stated the City motto will be "Novi - the City with Clean Cars." He expressed he loved the fresh new look and the vacuum update.

Member Roney stated he liked the modernization, and it is a good move.

Member Avdoulos stated he appreciated repurposing the same thing and freshening it up.

Motion to approve the JSP24-25 El Car Wash II Preliminary Site Plan made by Member Avdoulos and seconded by Member Lynch.

**In the matter of El Car Wash Novi II JSP24-25, motion to approve the Preliminary Site Plan based on and subject to the following:**

- a. ZBA granting a variance for the parallel parking space within the required 20' parking setback on the north side.**
- b. ZBA granting a variance for deficiency of drive-through bypass lane. This is an existing condition.**
- c. ZBA granting a variance for the shortage of vehicle stacking spaces prior to the tunnel (25 spaces required, 9 proposed). This is an existing condition.**
- d. Landscape waiver, from Zoning Ordinance Section 5.4.2.B, for lack of loading zone screening which is an existing condition. This waiver, supported by staff as there is no space for loading zone screening on the site, is hereby granted.**
- e. Landscape waiver, from Zoning Ordinance Section 5.5.3.B.ii.f, for insufficient greenbelt area which is an existing condition. This waiver, supported by staff as the intent of the ordinance is achieved, is hereby granted.**

- f. Landscape waiver, Zoning Ordinance Section 5.5.3.C.iii, for insufficient parking lot interior trees. This waiver, supported by staff as *an existing condition that is being improved*, is hereby granted.
- g. Landscape waiver, Zoning Ordinance Section 5.5.3.C.iv, for insufficient parking lot accessway perimeter trees along the south edge of the site. This waiver, supported by staff as *an existing condition with no space for additional trees*, is hereby granted.
- h. Landscape waiver, Zoning Ordinance, Section 5.5.3.D, for insufficient foundation landscaping area and coverage provided. This waiver, supported by staff as *proposed landscaping is an improvement over the existing conditions*, is hereby granted.
- i. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan.

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.

**ROLL CALL VOTE ON MOTION TO APPROVE JSP24-25 El Car Wash II PRELIMINARY SITE PLAN MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

### **3. APPROVAL OF THE 2024 PLANNING COMMISSION ANNUAL REPORT**

City Planner Barbara McBeth stated the annual report notes that the Commission held a total of seventeen regular meetings in 2024. All seven commissioners served the entire calendar year and were recognized by name at the beginning of the report.

The Planning Commission conducted 34 public hearings and reviewed and voted on at least 48 different projects this year. As of December 30, 2024, the Planning Division was able to approve 70 final stamping sets for projects reviewed either by the Planning Commission or through administrative approval.

Two substantial accomplishments for the City of Novi where the Planning Commission offered significant support and recommendations were the adoption of the Active Mobility Plan and the approval of the City West ordinance and rezoning of land on both sides of Grand River between Beck and Taft Roads.

On page two of the report, there is a snapshot in chart form that provides a number of details about the 21 site plans that were reviewed; photos are provided on the subsequent pages. There were six site plan extensions, seven rezoning requests considered by the Planning Commission for recommendation to Council, four special land use requests, five woodland permits, and the Capital Improvement Program was recommended for approval as part of the City's budget.

The commissioners participated in various committees including the CIP Committee, Walkable Novi Committee, and the Mobility Committee.

City Planner Barbara McBeth stated we are looking forward to 2025 with the expectation that there will be additional site plans and projects that will continue to come forward. In addition, we look forward to the finalization of the Master Plan for Land Use and its implementation in the new year.

Motion to approve the 2024 Planning Commission Annual Report made by Member Avdoulos and seconded by Member Lynch.

**ROLL CALL VOTE ON MOTION TO APPROVE THE 2024 PLANNING COMMISSION ANNUAL REPORT MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.***

### **4. APPROVAL OF THE DECEMBER 11, 2024 PLANNING COMMISSION MINUTES**

Motion to approve the December 11, 2024 Planning Commission minutes made by Member Lynch and seconded by Member Avdoulos.

**ROLL CALL VOTE ON MOTION TO APPROVE THE DECEMBER 11, 2024 PLANNING COMMISSION MINUTES MADE BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS. *Motion carried 5-0.***

**CONSENT AGENDA REMOVALS FOR COMMISSION ACTION**

There were no consent agenda items.

#### **SUPPLEMENTAL ISSUES/TRAINING UPDATES**

City Planner Barbara McBeth stated there was a brochure with training opportunities included at each seat. She stated if there is anything that the commissioners would like to attend to please let staff know and we can assist with getting registered for those training events.

#### **AUDIENCE PARTICIPATION**

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the final audience participation to come forward. Seeing no one, Chair Pehrson closed the final audience participation.

#### **ADJOURNMENT**

Motion to adjourn the meeting made by Member Becker and all those in favor said aye.

Meeting adjourned at 7:43 PM.