



SUN-TEC CORPORATION BUILDING EXPANSION JSP15-12

SUN-TEC CORPORATION BUILDING EXPANSION JSP15-12

Approval at the request of Sun-Tec Corporation, Inc for approval of the Preliminary Site Plan and Stormwater Management Plan. The subject property is located in Section 9, north of West Road and west of West Park Drive on Lot 14 in Beck North Corporate Park campus in the I-1, Light Industrial District. The subject property is approximately 1.8 acres and the applicant is proposing to expand the existing 20,532 square foot building by 19,718 square foot along with associated parking and landscape.

Required Action

Approval/Denial of the Preliminary Site Plan and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	03-17-15	Information on Economic Impact requested
Engineering	Approval recommended	03-18-15	Items to be addressed on the final site plan submittal
Traffic	Approval recommended	03-20-15	Items to be addressed on the final site plan submittal
Landscaping	Not Applicable	03-16-15	Items to be addressed on the final site plan submittal
Wetlands	Not Applicable		No Wetlands exist on site
Woodlands	Not Applicable		No Woodlands exist on site
Facade	Approval Recommended	03-24-15	Section 9 Waiver is not required.
Fire	Approval recommended	03-13-15	All Comments addressed

Motion Sheet

Approval –Preliminary Site Plan

In the matter of Sun-Tec Corporation Building Expansion, JSP15-12, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan;

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 Sun-Tec Corporation Building Expansion, JSP15-12, motion to **approve** the Stormwater Management Plan based on and subject to the following:

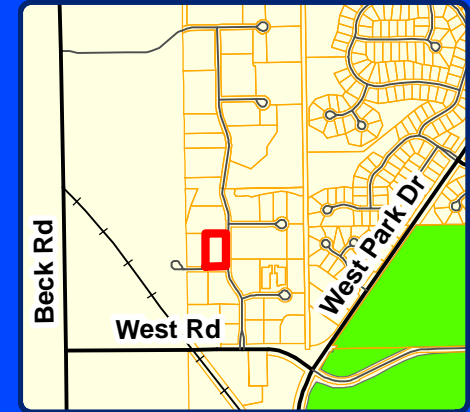
- a) The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan;

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.

MAPS
Location
Zoning
Future Land Use
Natural Features

JSP 15-12 Sun-Tec Corporation: Building Expansion

Location



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: 03/31/2015
Project: Sun-Tec Building Expansion
Version #: 1

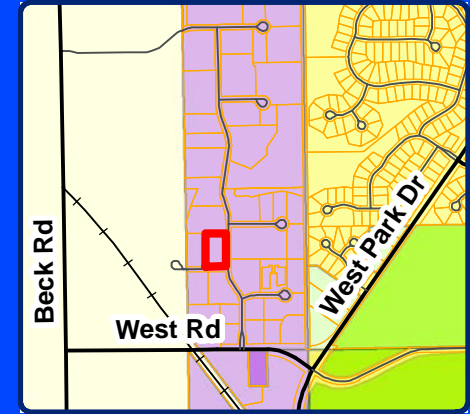
Amended By:
Date:
Department:

MAP INTERPRETATION NOTICE






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JSP 15-12 Sun-Tec Corporation: Building Expansion

Zoning



Legend

-  R-A: Residential Acreage
-  R-1: One-Family Residential District
-  R-2: One-Family Residential
-  I-1: Light Industrial District
-  I-2: General Industrial District



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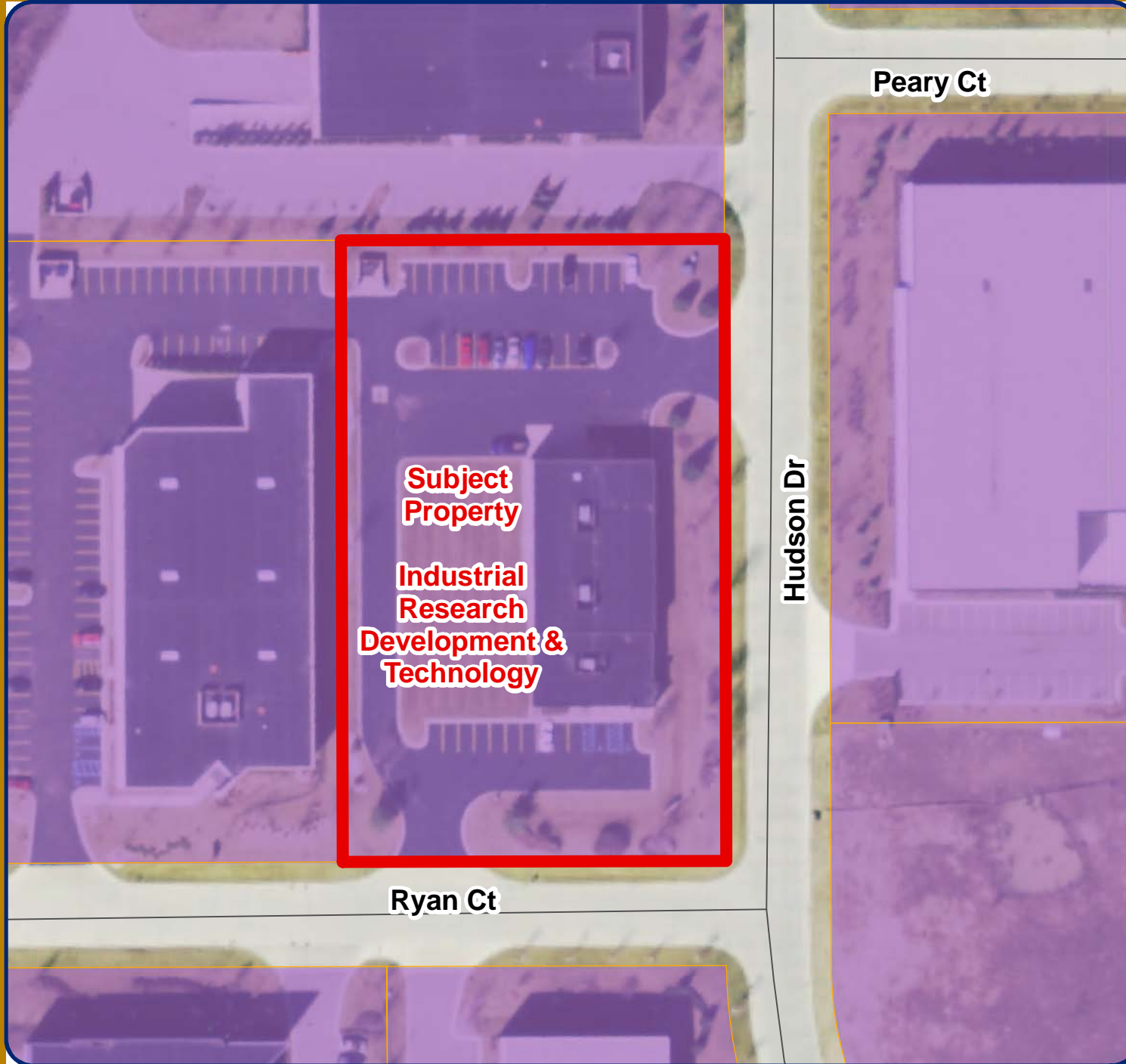
Amended By:
Date:
Department:

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JSP 15-12 Sun-Tec Corporation: Building Expansion

Future Land Use



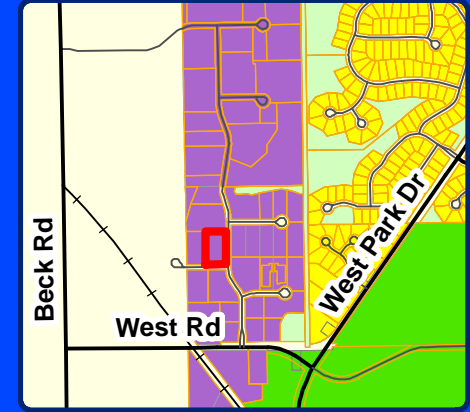
Subject Property

Industrial Research Development & Technology

Peary Ct

Hudson Dr

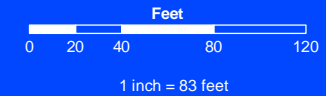
Ryan Ct



Legend

Future Land Use - 2010

-  SINGLE FAMILY
-  INDUSTRIAL RESRCH DEV TECH
-  PUBLIC PARK
-  PRIVATE PARK



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JSP 15-12 Sun-Tec Corporation: Building Expansion

Natural Features



Legend

-  Wetlands
-  Woodlands



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SITE PLAN

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

Seal:



Title:
Landscape Plan

Project:

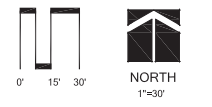
Sun-Tec
Novi, Michigan

Prepared for:
Alpine Engineering, Inc.
46892 West Road, Suite 109
Novi, Michigan 48167
248.926.3701

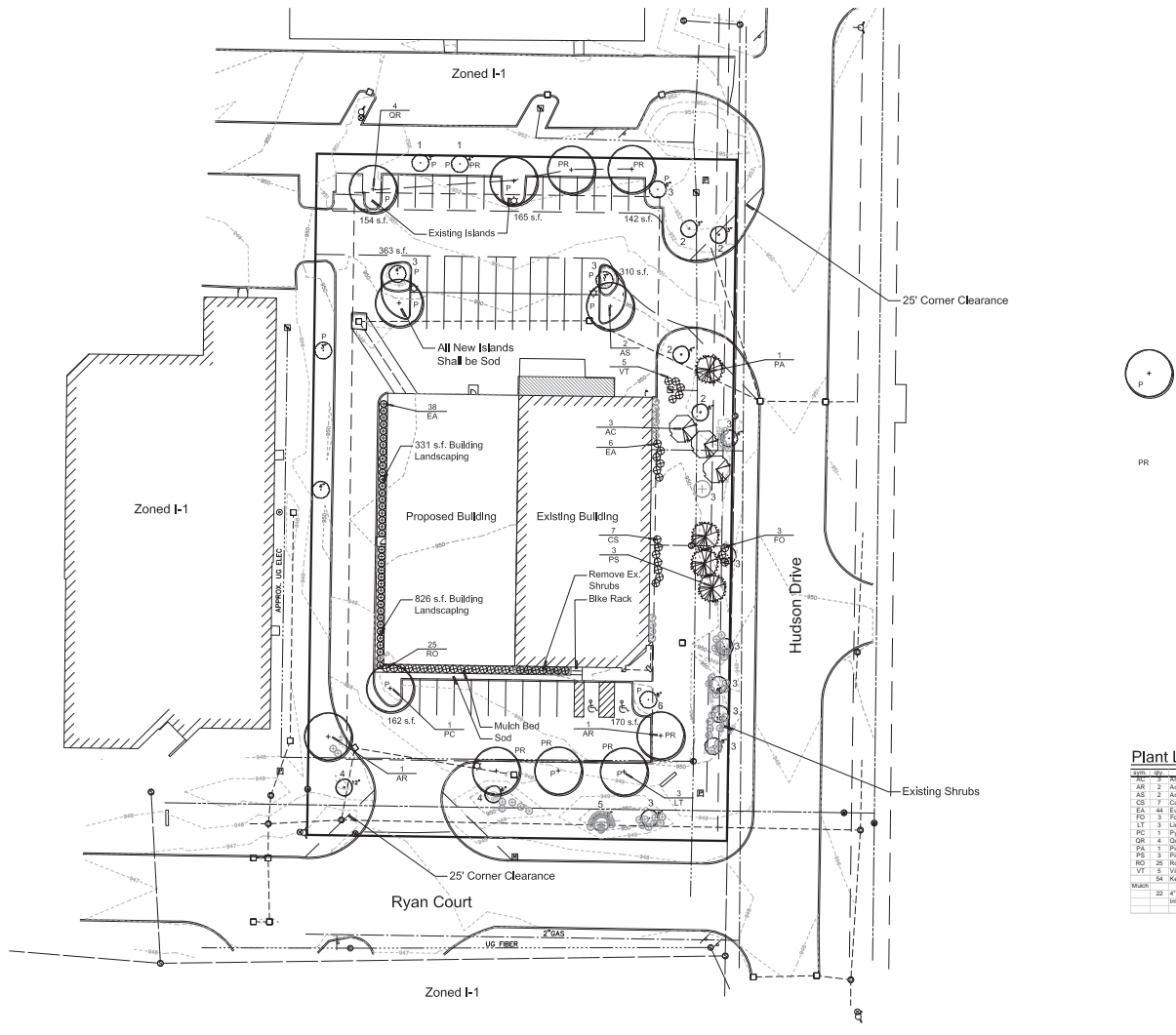
Revision: Issued:
Submission February 13, 2015
Revised March 12, 2015

Job Number:
15-012

Drawn By: Checked By:
jca jca



Sheet No.



Landscape Summary - Addition Only

Existing Zoning	I-1
Parking Lot Landscaping	
Parking Space Area	8,615 s.f.
Vehicular Use Area	22,660 s.f.
Landscape Area Required	1,056 s.f.
8,615 s.f. x 7% = 603 s.f.	
22,660 s.f. x 2% = 453 s.f.	
Landscape Area Shown	1,466 s.f.
Canopy Trees Required	14 Trees (1,056 / 75)
Canopy Trees Shown	14 Trees (7 Existing)
Parking Lot Perimeter	
Perimeter	235 l.f.
Trees Required	7 Trees (235 l.f. / 35')
Trees Shown	7 Trees (1 Existing)
Building Foundation Landscaping - Addition	
Perimeter of Building Addition	279 l.f.
Landscape Area Required	2,232 s.f. (279 l.f. x 8')
Landscape Area Shown	1,157 s.f.
Greenbelt and Street Lawn Plantings	
These Plantings were Previously Approved.	

Existing Vegetation

Key	Plant Type
1	Pin Oak
2	Norway Spruce
3	Sugar Maple
4	White Pine
5	Crab
6	Red Maple

Plant List

Code	Botanical Name	Species/Common Name	Caliper	Quantity	Unit	Price	Total
AR	Acer rubrum	Red Maple	3.0"	as shown	BAB	\$ 400.00	\$ 600.00
AS	Aster saccharinum	Queen Mountain Sugar Maple	3.0"	as shown	BAB	\$ 400.00	\$ 600.00
CS	Cornus sericea	Red Osier Dogwood	as shown	30'-36"		\$ 50.00	\$ 50.00
ES	Eurythoe clava	Queen Birch	as shown	30'-36"		\$ 50.00	\$ 2,500.00
FO	Forsythia x. intermedia	Forsythia	as shown	30'-36"		\$ 10.00	\$ 10.00
LT	Lonicera ligularis	Tulp Tree	3.0"	as shown	BAB	\$ 400.00	\$ 1,200.00
PS	Prunus caryocarpus	Cleveland Select Pear	3.0"	as shown	BAB	\$ 400.00	\$ 600.00
OR	Quercus alba	Red Oak	3.0"	as shown	BAB	\$ 400.00	\$ 600.00
PS	Prunus serotina	Norway Spruce	as shown	as shown	BAB	\$ 300.00	\$ 1,950.00
RO	Rosa rugosa	White Pine	as shown	as shown	BAB	\$ 300.00	\$ 1,950.00
VT	Viburnum trilobum	Coral Oak Hedge	3.0"	as shown	BAB	\$ 60.00	\$ 360.00
SA	Sambucus racemosa	American Cranberry Bush	as shown	30'-36"		\$ 6.00	\$ 34.00
Mulch	25' 4" Deep Branded Herbicide Bark Mulch					\$395.00	\$ 790.00
Irrigation							\$ 2,000.00
						Total	\$ 14,244.00



PLANNING REVIEW



PLAN REVIEW CENTER REPORT

March 17, 2015

Planning Review

Sun-Tec Building Expansion

JSP 15-12

Petitioner

Sun-Tec

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: 46590 Ryan Court; North of West Rd; West of West Park Dr; In Lot 14 in Beck North Corporate Park campus
- Site School District: Walled Lake
- Site Zoning: I-1 Light Industrial
- Adjoining Zoning: I-1 Light Industrial
- Site Use(s): Shop and Office space
- Adjoining Uses: Beck North Corporate Park
- Site Size: Approximately 1.8 acres
- Building Size: Total 40,25 square feet (19,718 square feet)
- Plan Date: 03/12/2015

Project Summary

The subject property is identified as Lot 14 in Beck North Corporate Park Campus. The applicant, Sun-Tec is proposing to expand the existing 20,532 square foot building by 19,718 square foot along with associated parking and landscape on 1.8 acres to expand the existing use.

Recommendation

Approval of the *Preliminary Site Plan is recommended*. The plan generally conforms to the requirements of the Zoning Ordinance; however, there are additional comments to be addressed for other reviews on the next Site Plan Submittal.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3.0 (Zoning Districts), Article 4.0(Use Standards), Article 5.0(Site Standards) and any other applicable provisions of the Zoning Ordinance. Please see the attached charts for information pertaining to ordinance requirements.

1. Economic Impact Information: **Please provide the following in the response letter prior to Planning Commission Meeting.**
 - Total cost of the proposed building & site improvements
 - Number of anticipated jobs created (during construction & after building is occupied, if known)
2. Other Reviews:
 - a. Engineering Review: Additional comments to be addressed during Final Site Plan. Engineering recommends approval.

- b. Landscape Review: Additional comments to be addressed during Final Site Plan. Landscape recommends approval.
- c. Wetland and Woodland Review: There are no wetlands and woodlands on site.
- d. Traffic Review: Additional comments to be addressed during Final Site Plan. Traffic recommends approval.
- e. Facade Review: All comments are addressed. Façade review recommends approval.
- f. Fire Review: Fire recommends approval with some notes.

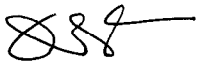
Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this and other review letters is required with the next submittal.

Signage

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

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.



Sri Ravali Komaragiri – Planner

PLANNING REVIEW SUMMARY CHART

Review Date: March 17, 2015
Project Name: JSP15 – 0012: Sun-Tec Corporation Building Addition
Plan Date: February 13, 2015
Prepared by: Sri Komaragiri, Planner **E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

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

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted August 25, 2010)</i>	Industrial Research Development and Technology	Research and Office	Yes	The Preliminary Site Plan would require a Planning Commission approval.
Area Study	The site does not fall under any special category	NA	Yes	
Zoning <i>(Effective December 25, 2013)</i>	I-1: Light Industrial District	I-1	Yes	
Uses Permitted (Sec 3.1.18.B & C)	Sec 3.1.18.B Principal Uses Permitted. Sec 3.1.18.C Special Land Uses	Permitted Use: Research and Office	Yes	
Height, bulk, density and area limitations <i>(Sec 3.1.23)</i>				
Frontage on a Public Street. <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Frontage on Hudson Drive	Yes	
Minimum Zoning Lot Size for each Unit in Ac <i>(Sec 3.6.2.D)</i>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		NA	
Minimum Zoning Lot Size for each Unit: Width in Feet			NA	
Open Space Area	----	---	---	---
Maximum % of Lot Area Covered (By All Buildings)	<i>(Sec 3.6.2.D)</i>			
Building Height <i>(Sec. 3.1.23.D)</i>	40 ft.	20'-10" Building + 36" = 23'10"	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Building Setbacks (Sec 3.1.23.D)				
Front @ Hudson Drive	40ft.	40ft.	Yes	
Rear West	20ft.	20ft.	Yes	
Exterior Side South (3.6.2.C)	40ft.	40ft.	Yes	
Interior Side North	20ft.	20ft.	Yes	
Parking Setback (Sec 3.1.23.D) & Refer to applicable notes in Sec 3.6.2				
Front @ Hudson Drive	40ft. (See 3.6.2.E)	40ft.	Yes	
Rear West	20 ft.	20 ft.	Yes	
Exterior Side South	20 ft.	20 ft.	Yes	
Interior Side North	20 ft.	10 ft. Existing	Yes	
Note To District Standards (Sec 3.6.2)				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	40ft. Exterior Side Setback	40ft.	Yes	
Off-Street Parking in Front Yard (Sec 3.6.2.E)		Existing	NA	
Off-Street Parking in Side and Rear Yards (Sec 3.6.2.F)	Refer to Sec 3.6.2 for more details	Not adjacent to residential districts	NA	
Setback from Residential District (Sec 3.6.2.H)	Refer to Sec 3.6.2 for more details	Not abutting a residential district	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	Refer to Sec 3.6.2 for more details	No Wetlands and Woodlands on Site	NA	
Additional Height (Sec 3.6.2.O)		Applicant not requesting	NA	
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is provided	Yes	
Modification of parking setback requirements (Sec 3.6.2.Q)	Refer to Sec 3.6.2 for more details	Parking setbacks are existing	NA	

Item	Required Code	Proposed	Meets Code	Comments
Parking, Loading and Dumpster Requirements				
<p>Number of Parking Spaces Industrial or Research Establishments <i>(Sec.5.2.12.E)</i></p> <p>Number of Parking Spaces General Office <i>(Sec.5.2.12.D)</i></p>	<ul style="list-style-type: none"> - Greater of 1 space per 700 SF of usable floor area or 5 + 1 for each 1.5 employees in largest shift. For 13,437 SF, required spaces = 19 spaces - For buildings greater upto 100,000 SF 1 space for 222 SF GLA For 5,628 SF, required spaces = 25 spaces - Total Required = 44 spaces 	<p>Total Proposed = 48 spaces (37 Existing)</p>	<p>Yes</p>	
<p>Parking Space Dimensions and Maneuvering Lanes <i>(Sec. 5.3.2)</i></p>	<ul style="list-style-type: none"> - 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping 	<p>90° Parking: 9 ft. x 19 ft.</p>	<p>Yes</p>	<p>.</p>
<p>Parking stall located adjacent to a parking lot entrance(public or private) <i>(Sec. 5.3.13)</i></p>	<ul style="list-style-type: none"> - 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 		<p>NA</p>	
<p>End Islands <i>(Sec. 5.3.12)</i></p>	<ul style="list-style-type: none"> - End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 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 	<p>End Islands are modified according to the required code</p>	<p>Yes</p>	

Item	Required Code	Proposed	Meets Code	Comments
Barrier Free Spaces <i>Barrier Free Code</i>	2 barrier free parking spaces (for total 26 to 50) & 1 van barrier free parking space	1 regular barrier Free parking & 1 van barrier free space are existing	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces	Two types of accessible spaces are existing	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Existing signs on building	Yes	
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile parking, 2 spaces minimum For 48 spaces= 2 Bike spaces	Total Bicycle parking proposed = 2	Yes	
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	- No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	Yes Yes Yes Yes	Yes	
Bicycle Parking Lot layout <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		Yes	
Loading Spaces <i>(Sec. 5.4.1)</i>	Loading area in the rear yard Loading area in interior side yard if it is adjacent to I, EXPO or EXO district	Existing Loading Space in the interior side yard	Yes	
Dumpster <i>(Sec 4.19.2.F)</i>	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not	Yes No Yes	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces	No (Existing) Yes. Located away from barrier free spaces		
Dumpster Enclosure (Sec. 21-145. (c))	- Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery	- Existing dumpster with enclosure	Yes	
Lighting and Other Equipment Requirements				
Exterior lighting (Sec. 5.7)	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	A lighting plan is not provided	No	<u>A lighting and photometric plan is required for final site plan approval</u>
Roof top equipment and wall mounted utility equipment (Sec. 4.19.2.E.ii)	- All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Roof top equipment proposed	Yes	
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	Roof top equipment is screened	Yes	
I-1 District Required Conditions (Sec 3.14)				
Outdoor Storage of above ground storage tanks (Sec. 3.14. 1.B.ii)		Not Proposed	NA	
Outdoor Storage of recreational equipment		Not Proposed	NA	

Item	Required Code	Proposed	Meets Code	Comments
<i>(Sec. 3.14.1.B.iii)</i>				
Special Conditions if adjacent to Freeway ROW <i>(Sec 3.14.4)</i>		Not adjacent to Freeway ROW	NA	
Special Conditions if adjacent to Residential district <i>(Sec 3.14.5)</i>		Not adjacent to residential district	NA	
Planning Commission findings for permitted uses <i>(Sec 3.14.3)</i>				
<i>Sec 3.14.3.A</i>	Protecting current and future residential uses from development impact	Not adjacent to residential districts	NA	
<i>Sec 3.14.3.B</i>	No long term delivery truck parking on site	General Site Notes # 22 on Sheet 2 addresses this concern	Yes	
<i>Sec 3.14.3.C</i>	Compliance of performance standards for lighting, noise, vibration, odor etc	General Site Notes # 20 on Sheet 2 addresses this concern	Yes	
<i>Sec 3.14.3.D</i>	Storage and/or use of flammable materials in compliance	General Site Notes # 21 on Sheet 2 addresses this concern	Yes	
<i>Sec 3.14.3.E</i>	Compliance of City's hazardous materials checklist	Checklist provided	Yes	
Sidewalk Requirements				
Sidewalks Article XII <i>Sec. 11-276(b)& Sec. 11-279</i> Town Center Area Study	- A 6' -10' wide sidewalk shall be constructed along all arterial and collector roads except in industrial districts - All pedestrian safety paths shall be concrete and four (4) in. thick except residential driveway crossings which shall be six (6) in. thick, and industrial/commercial driveway crossings which shall be eight (8) in. thick.	No additional sidewalks are proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Pedestrian Connectivity	Whether the traffic circulation features within the site and location of automobile parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets		Yes	
Building Code and other design standard Requirements				
Building Code	Building exits must be connected to sidewalk system or parking lot.	All exits are connected to driveways and parking lot	Yes	
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Some dimensions are missing	Yes	
Economic Impact	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Information not provided	No	Provide information in response letter
Development/ Business Sign	Signage if proposed requires a permit.			<u>For sign permit information contact Jeannie Niland 248-347-0438.</u>

LIGHTING REVIEW SUMMARY CHART

A lighting and photometric plan is required for final site plan approval.

Review Date: 11 February 2015

Project Name: JSP15 – 0012: Sun-Tec Corporation Building Addition

Plan Date: February 13, 2015

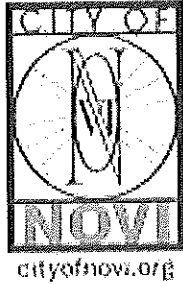
Prepared by: Sri Komaragiri, Planner **E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

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

Item	Required Code	Proposed	Meets Code?	Comments
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky			<u>A lighting and photometric plan is required for final site plan approval.</u>
Lighting Plan (Sec. 5.7.A.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures			
Lighting Plan (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures: <ul style="list-style-type: none"> ▪ Photometric data ▪ Fixture height ▪ Mounting & design ▪ Glare control devices ▪ Type & color rendition of lamps ▪ Hours of operation Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties			
Required Conditions (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses			
Required Conditions (Sec. 5.7.3.B)	<ul style="list-style-type: none"> ▪ Electrical service to light fixtures shall be placed underground ▪ Flashing light shall not be permitted ▪ Only necessary lighting for security purposes & limited 			

Item	Required Code	Proposed	Meets Code?	Comments
	operations shall be permitted after a site's hours of operation			
Required Conditions <i>(Sec. 5.7.3.E)</i>	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1			
Required Conditions <i>(Sec. 5.7.3.F)</i>	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps			
Min. Illumination <i>(Sec. 5.7.3.k)</i>	<ul style="list-style-type: none"> ▪ Parking areas: 0.2 min ▪ Loading & unloading areas: 0.4 min ▪ Walkways: 0.2 min ▪ Building entrances, frequent use: 1.0 min ▪ Building entrances, infrequent use: 0.2 min 	▪		
Max. Illumination adjacent to Non-Residential <i>(Sec. 5.7.3.K)</i>	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle			
Cut off Angles <i>(Sec. 5.7.3.L)</i>	<ul style="list-style-type: none"> ▪ All cut off angles of fixtures must be 90° when adjacent to residential districts ▪ maximum illumination at the property line shall not exceed 0.5 foot candle 			

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

03/18/2015

Engineering Review

Sun-Tec Corp. Addition
JSP15-0012

Applicant

SUN-TEC CORPORATION

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: W. of Hudson Dr. and N. of Ryan Ct.
- Site Size: 1.8 acres
- Plan Date: 03/12/15

Project Summary

- Construction of an approximately 19,718 square-foot building addition.
- Storm water would be collected by the existing single storm sewer collection system and detained in the existing off-site basin.

Recommendation

Approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan is recommended.

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

Additional Comments (to be addressed prior to the Final Site Plan submittal):

General

1. Provide a minimum of two ties to established section or quarter section corners.
2. Provide a note stating the size of the disturbed area.
3. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
5. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website (www.cityofnovi.org/DesignManual).

Storm Sewer

6. Provide size and material for proposed roof lead.
7. Provide profiles for all proposed storm 8-inches and larger.

Paving & Grading

8. The City standard straight-faced curb (MDOT C-4 curb detail) shall be provided.
9. Provide top of curb/walk and pavement/gutter grades to indicate height of curb.
10. Provide a proposed paving cross section.

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

11. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be addressed prior to construction:

12. 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).
13. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.

14. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
15. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
16. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
17. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

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



cc: Ben Croy, Engineering
Brian Coburn, Engineering
Sri Komaragiri, Community Development
Sabrina Lilla, Water & Sewer

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

March 16, 2015

Preliminary Site Plan - Landscaping

Sun-Tec Addition

Review Type

Pre-Application Landscape Review

Property Characteristics

- Site Location: 46590 Ryan Court
- Site Acreage: 1.8 acres
- Site Zoning: I-1
- Adjacent Zoning: I-1
- Plan Date: 3/12/2015

Ordinance Considerations

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

Recommendation

The project is recommended for approval, conditional on the below items being provided.

Ordinance Considerations

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

1. Provided.
2. **Please shift the 3 proposed Tuliptrees (LTs) to the east of the catch basin to remove the conflict of the western tree with the existing storm line and add 1 more LT west of the existing White Pine.**

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

1. No woodland trees. Most existing landscape trees are located and identified.
2. **Please identify two existing trees along western property line.**
3. **Show tree fencing at Critical Root Zone (1' beyond dripline) for all existing trees to remain in work area.**
4. **Add tree protection fencing detail with fence located at Critical Root Zone (1' beyond dripline).**

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

1. Property is not adjacent to Residential

Non-Residential Subdivisions - Industrial Subdivision Interior Streets (Zoning Sec. 5.5.3.B.ii and iii and LDM 1.d.(2)(a))

1. The ordinance calls for a total of 17 canopy or evergreen trees and 44 sub-canopy trees. There are 8 maple trees, 4 Norway Spruce trees and 2 White Pines existing in the right-of-way buffer, plus 1 crabapple and numerous shrubs. Proposed new right-of-way plantings

include 1 Norway Spruce, 3 Serviceberries, and 3 White Pines. In combination with the existing and proposed new shrubs, plus new parking lot perimeter trees proposed between the building and Ryan Court, the landscaping will be satisfactory and attractive.

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

1. Based on the vehicular use areas, 1,056 sf of islands and 14 trees are required. 1,466 sf of islands and 14 trees, including 4 existing canopy trees, are provided.
2. **Please remove PR labels from trees which are designated as P trees.**

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

1. Based on the 235 lf of perimeter, 7 canopy trees are required. With the recommendation above, the total count of perimeter trees, including 1 existing tree, will be 6. This is satisfactory.

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

1. Loading zone is screened satisfactorily with addition of new Norway Spruce and screening for utility box at northeast corner of building.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. **The combination of existing and proposed shrubs along the east and south sides of the building meet the 60% requirement.**
2. **The applicant is asked to move the proposed new 7 dogwood shrubs north and/or south to be more visible from the road.**
3. **Please indicate what landscape area(s) on the site is(are) used to provide the 1157 sf landscape area for foundation plantings.** As this is a tight, existing site, the proposed configuration is acceptable.

Transformer/Utility Box and Fire Hydrant Plantings (LDM 1.3 from 1-5, Zoning Sec 5.5.3.C.ii.d)

1. Utility at northeast corner of building is satisfactorily screened.
2. **Utility box at northeast corner of lot should be screened unless applicant learns from utility that they won't allow screening. If that is the case, a note to that effect needs to be added to the Landscape Plan.**

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

1. Provided.

Planting Notations and Details (LDM)

1. Planting details are provided.
2. **Add tree protection fencing detail.**

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

1. Not applicable

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

1. Irrigation plan for landscaped areas is required for Final Site Plan.

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

1. Provided.

Snow Deposit (LDM.2.q.)

1. **Snow deposit areas should be indicated on plan..**

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

1. No woodlands exist on the site. No trees are to be removed.
2. **Tree fencing for existing trees to be saved should be added, at 1' outside of the tree(s) driplines.**

Corner Clearance (Zoning Sec 5.9)

1. Corner clearance at exit sign is met.

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



Rick Meader – Landscape Architect

TRAFFIC REVIEW



March 20, 2015

Barbara McBeth, AICP
Deputy Director of Community Development
City of Novi
45175 W. 10 Mile Road
Novi, MI 48375

**SUBJECT: Sun-Tec Corp Addition
Traffic Review for Preliminary Site Plan
JSP15-0012**

Dear Ms. McBeth,

URS has completed our review of the preliminary site plan submitted for the above referenced development. Our comments are as follows:

1. General Comments

- a. The applicant, Sun-Tec Corporation, is proposing a building addition that will approximately double the size of the existing building on site.
- b. The proposed on-site changes are not anticipated to impact traffic to the degree that would warrant any further traffic studies.

2. General Plan Comments – Review of the plan generally shows compliance with City standards; however, the following item at minimum should be considered.

- a. The applicant proposed the reconstruction of the existing end islands, which are in compliance with City ordinances.
- b. The truck circulation plan as shown does not reflect the truck parking in the loading/unloading zone. The applicant should consider reevaluating the truck movements when the trucks park in the loading/unloading zone. Also, the existing truck circulation plan on the left side of the sheet shows the truck movement encroaching on three (3) proposed parking spaces, which should be reevaluated.
- c. The amount of parking spaces listed on sheet SD-1 is incorrect and should be revised to 48 spaces, which matches the parking shown on sheet 2, and is in compliance with City ordinances.

3. Bicycle and Pedestrian – The proposed bicycle parking facility appears to be in compliance with City ordinances.

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



Sincerely,

URS Corporation Great Lakes

A handwritten signature in blue ink, appearing to read "Matthew G. Klawon".

Matthew G. Klawon, PE
Manager, Traffic Engineering and ITS Engineering Services

FACADE REVIEW



March 24, 2015

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

Re: FACADE ORDINANCE - Facade Review, Preliminary Site Plan
Sun Tec Building Expansion, PSP15-0037
 Façade Region: 3, Zoning District: I-1

Dear Ms. McBeth;

The following is the Facade Review for Revised Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by GAV Architects, dated 3/12/15. The percentages of materials proposed for each façade are as shown below. Materials that are in violation of the Ordinance, if any, are shown on bold.

	North	South	West	East	Façade Ordinance Section 5.15 Maximum (Minimum)
Brick	80%	90%	35%	N/A	100%
Split Faced C.M.U.	20%	10%	65%	N/A	75%

This project consists of a building addition as described in Section 5.15.6 of the Façade Ordinance. The Ordinance states that when the addition represents greater than 100% of the existing building area, the entire building must be brought into compliance with the Façade Ordinance. As shown above all proposed materials are in full compliance with the Ordinance. A Section 9 Waiver is not required for this project.

Notes to the Applicant:

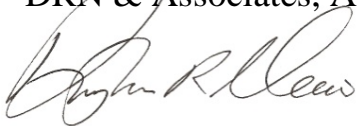
1. It should be noted that any roof top equipment must be screened from view from all on-site and off-site vantage points using materials consistent with the building design.

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

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

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

Sincerely,
DRN & Associates, Architects PC



Douglas R. Necci, AIA

FIRE REVIEW



February 23, 2015

March 13, 2015 REVISED

TO: Barbara McBeth- Deputy Director of Community Development
Kristen Kapelanski- Plan Review Center
Sri Komaragiri- Plan Review Center

CITY COUNCIL

Mayor

Bob Gatt

Mayor Pro Tem

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Jeffery R. Johnson

Assistant Chief of Police

Victor C.M. Lauria

Assistant Chief of Police

Jerrold S. Hart

RE: Sun-Tec Corp. Addition

PSP#15-0022

PSP#15-0037

Project Description:

Addition of 19,718 sq. ft. to the existing building at 46590 Ryan CT.

Comments:

- 1) **REVISED 3/13** - Include location of Fire Department connection and underground fire protection lead on future submittals. **Per IFC 2012 & MBC 2012 - Building is NOT required to have fire sprinkler system for a F2 or S2 use group under 26k sq. ft.**

Note of Caution: NO "hot work" can be performed in F2 use group, only assembly and fabrication, unless suppression system is installed.

Recommendation:

Approved with conditions above

Sincerely,

Andrew Copeland – FPO/Inspector II - CFPE
City of Novi – Fire Dept.

cc. FPO. Paul Mullett – CFPE training
cc. FPO. Matt Marken – CFPE training

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

cityofnovi.org

APPLICANT RESPONSE LETTER



46892 West Road, Suite 109
Novi, Michigan 48377
Phone: (248) 926-3701
Fax: (248) 926-3765
Web: www.alpine-inc.net

March 30, 2015

Sri Komaragiri
City of Novi Community Development Department
45175 West 10 Mile Road
Novi, Michigan 48375

**Re: Sun-Tec Corporation Building Addition
Preliminary Site Plan – Response to Review
City of Novi Review# JSP15-0012
Alpine Engineering Inc. Project #14-139**

Dear Sri:

This letter is in response to the Plan Review Center Report received on March 25, 2015 via email for the above referenced project:

Planning Review Summary Chart (dated March 17, 2015)

- *Comment: A lighting and photometrics plan is required for final site plan approval.*
Response: Comment noted.
- *Comment: Economic impact information not provided. Provide information in response letter.*
Response: The economic impact will be submitted under separate cover.
- *Comment: Signage if proposed, requires a permit. For sign permit information contact Jeannie Niland 248-347-0438.*
Response: It is our understanding that no new signage is being proposed.

Lighting Review Summary Chart (dated February 11, 2015)

- *Comment: A lighting and photometric plan is required for final site plan approval.*
Response: Comment noted.

Engineering Review (dated March 18, 2015)

1. *Comment: The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):*
Response: Detailed engineering will be provided at the time of final site plan

Landscape Review Summary Chart (dated March 16, 2015)

- *Comment: Please shift the 3 proposed Tuliptrees (LTs) to the east of the catch basin to remove the conflict of the western tree with the existing storm line and add 1 more LT west of the existing White Pine.*
Response: The trees indicated above will be relocated on the Final Site Plan.
- *Comment: Please identify two existing trees along western property line.*
Response: The two existing trees along the western property line will be identified on the Final Site Plan.
- *Comment: Show tree fencing at Critical Root Zone (1' beyond dripline) for all existing trees to remain in work area.*
Response: Tree fencing will be shown on the Final Site Plan.
- *Comment: Add tree protection fencing detail with fence located at Critical Root Zone (1' beyond dripline).*
Response: A tree protection fencing detail will be added on the Final Site Plan.



Sri Ravali Komaragiri
Planner
City of Novi
45175 Ten Mile Road
Novi, MI 48375

April 1, 2015

Re: Sun-Tec Corporation Addition – Economic Impact Letter

Dear Ms. Komaragiri,

The estimated cost for the new addition at Sun-Tec Corporation is approximately \$900,000.

Sun-Tec Corporation will be adding 1-2 new jobs once the addition is completed.

We are estimating around 12 construction jobs associated with this addition. This number includes contractors, architects, mechanical, landscaping, painters, etc.

Please let me know if you need any additional information.

Best Regards,

Mark Antonik
Vice President
Sun-Tec Corporation

- *Comment: Please remove PR labels from trees which are designated as P trees.*
Response: The PR labels will be removed on the Final Site Plan.
- *Comment: The applicant is asked to move the proposed new 7 dogwood shrubs north and or south to be more visible from the road.*
Response: The proposed 7 dogwood shrubs will be moved on the Final Site Plan.
- *Comment: Add tree protection fencing detail.*
Response: A tree protection fencing detail will be added on the Final Site Plan.
- *Comment: A snow deposit areas should be indicated on plan.*
Response: A snow deposit area will be indicated on the Final Site Plan.
- *Comment: Tree fencing for existing trees to be saved should be added, at 1' outside of the tree(s) driplines.*
Response: Tree protection fencing will be added on the Final Site Plan.

URS – Traffic Review (dated March 20, 2015)

- 2b. *Comment: The truck circulation plan as shown does not reflect the truck parking in the loading/unloading zone. The applicant should consider reevaluating the truck movements when the trucks park in the loading/unloading zone. Also, the existing truck circulation plan on the left side of the sheet shows the truck movement encroaching on three (3) proposed parking spaces, which should be reevaluated.*
Response: Additional review of the truck movements will be completed.
- 2c. *Comment: The amount of parking spaces listed on sheet SD-1 is incorrect and should be revised to 48 spaces, which matches the parking shown on sheet 2, and is in compliance with City ordinances.*
Response: Sheet SD-1 will be revised for the Final Site Plan.

DRN & Associates, Architects, PC – Facade Review (dated March 24, 2015)

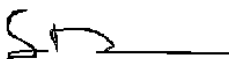
- *Comment: It should be noted that any roof top equipment must be screened from view from all on-site and off-site vantage points using materials consistent with the building design.*
Response: Comment noted.
- *Comment: The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".*
Response: Comment noted.

City of Novi Fire Department Review (dated March 13, 2015)

- *Comment: Include location of Fire Department connection and underground fire protection lead on future submittals. Per IFC 2012 & MBC 2012 – Building is NOT required to have fire sprinkler system for a F2 or S2 use group under 26k sq. ft. Note of Caution: NO "hot work" can be performed in F2 use group, only assembly and fabrication, unless suppression system is installed.*
Response: Comment noted.

If you have any questions, please feel free to contact me at (248) 941-5624. Thank you.

Sincerely,
Alpine Engineering, Inc.



Shiloh Dahlin
Senior Project Engineer

Cc: Mark Antonik, Sun-Tec via email