



cityofnovi.org

## CITY of NOVI CITY COUNCIL

Agenda Item 3  
December 7, 2009

**SUBJECT:** Consideration of the request of Novi Town Center Investors, LLC, for Preliminary Site approval for Building I, located on the south side of Crescent Boulevard, east of Ingersol Drive in the Novi Town Center development. The applicant is proposing to renovate and demolish portions of the existing Building I, add parking immediately adjacent to the north side of the building, move the loading and dumpster area, and complete interior renovations to reconfigure lease spaces.

**SUBMITTING DEPARTMENT:** Community Development Department – Planning <sup>Build</sup>

**CITY MANAGER APPROVAL:** 

### BACKGROUND INFORMATION:

Novi Town Center is proposing to demolish and rebuild significant portions of Building I. This building is located on the south side of Crescent Drive, and is identified as the building with the clock tower and copper domes, housing Boyne Country Sports for many years. This renovation will create smaller lease spaces within the existing building, update the façade and add front yard parking along Crescent Boulevard adjacent to Building I. The existing dumpsters will be relocated to the eastern side of the building and a loading zone will be installed along the eastern side as well. As part of the façade and floor plan renovations, some tenant spaces will now have their entrances facing Crescent Boulevard to create more of a "store-front" along the street.

The Planning review recommends approval of the Preliminary Site Plan subject to the applicant securing the required variances from the Zoning Board of Appeals. Variances are required for the deficient parking setback along the front yard in a small area near the eastern drive (20 feet required, 17 feet provided), to locate the loading zone and dumpsters in the side yard and for a deficient amount of loading space. Per Section 1602.5 of the Zoning Ordinance, front yard parking in the Town Center District must be screened by either a brick wall or a berm. The proposed plans do not include any screening materials along Crescent Boulevard. The applicant has indicated in their response letter they will provide a berm along Crescent Boulevard to meet the ordinance standards.

The applicant is seeking a façade waiver for the use of non-copper colored standing seam metal in the Town Center District, overages of cement plaster and standing seam metal and an underage of brick on the west facade. Presently, Building I contains the clock tower and three copper domes. As a result of this renovation, two of the three copper domes would be eliminated but one would remain along with the clock tower. The remaining copper elements on the building will be altered to match the blue and green accents currently going up on various buildings in the Town Center. The City's façade consultant recommends approval of the requested waiver as the proposed changes would match those already approved for other buildings in the Town Center. Please see the façade consultant's review letter for additional information.

The landscape review notes a number of deficiencies in the proposed landscape plan, including a deficient amount of canopy and sub-canopy trees, a deficient greenbelt width in one location and the lack of berm or wall to screen the proposed front yard parking along Crescent Boulevard. The landscape review recommends approval of the requested waiver for the deficient greenbelt and the City's landscape architect is satisfied with the applicant's response letter indicating they will address the remaining deficient items on the Final Site Plan.

The Traffic review initially did not recommend approval of the Preliminary Site Plan, noting various concerns regarding the proposed new access point to be located along Crescent Boulevard. Prior to the Planning Commission meeting, the City's Traffic Consultant worked with the applicant to ensure their concerns were adequately addressed. The agreed-upon updates are shown in the supplemental plan included in the packet and these changes will be incorporated into the Stamping Set submittal. The review also notes that a same-side driveway spacing waiver is required for the new access point on Crescent Boulevard (105 feet required, 89 feet provided). The Traffic review now recommends approval of the plan. The Engineering review and Fire review recommend approval of the Preliminary Site Plan with minor changes to be addressed on the Stamping Set submittal.

Section 1602.1 of the Zoning Ordinance requires all projects 5 acres or larger in the Town Center District to appear before the City Council for approval after a recommendation from the Planning Commission. This matter appeared before the Planning Commission on November 18, 2009. At that meeting the Planning Commission recommended approval of the Preliminary Site Plan and required waivers. Relevant meeting minutes are attached.

**RECOMMENDED ACTION:** Approval of the request of Novi Town Center Investors, LLC, for the Preliminary Site Plan of Building I, SP09-23A subject to the following:

- a. The City Council granting the Section 9 façade waiver for the use of non-copper colored standing seam metal in the Town Center District, the overage of cement plaster and standing seam metal and the underage of brick on the west facade (consistent with previous Section 9 waivers granted for this development);
- b. The City Council granting a same-side driveway spacing waiver for the proposed Crescent Boulevard access point (105 feet required, 89 feet provided);
- c. The applicant receiving a variance from the Zoning Board of Appeals for the deficient front yard parking setback (20 feet required, 17 feet provided);
- d. The applicant receiving variances from the Zoning Board of Appeals to locate the loading zone and dumpsters in the side yard;
- e. The applicant receiving a variance from the Zoning Board of Appeals for the deficient amount of loading space (2,950 square feet required, 2,098 square feet provided);
- f. The applicant providing the required 3 foot berm along the parking lot frontage;
- g. The applicant providing one additional canopy tree and six additional sub-canopy trees;
- h. The City Council granting the waiver for the deficient greenbelt along the new front yard parking near the eastern drive (20 feet required, 17 feet provided);
- i. The conditions and items in the staff and consultant review letters being addressed on the Stamping Set submittal ... *for the following reasons:*
  - 1) That the plan is otherwise in compliance with Article 25 and Article 16 of the Zoning Ordinance and all other applicable provisions of the Ordinance;
  - 2) The proposed façade is consistent with the overall Town Center development and will generally enhance the visual quality of the project;
  - 3) The color selections are carefully coordinated and will harmonize with both new and existing materials;
  - 4) The use of the selected façade materials and material combinations will not detract from the future development of buildings with facades of brick and stone.

	1	2	Y	N
Mayor Landry				
Mayor Pro-Tem Gatt				
Council Member Crawford				
Council Member Fischer				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

**MAPS**

**Location/Air Photo**



# Novi Town Center Building I Demo and Reconstruction SP 09-23

## Location



Map Author: Kristen Kapelanski  
Date: September 8, 2009  
Project: SP09-23 Novi Town Center Bldg I  
Demo and Reconstruction  
Version #: 1.0

### 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.



**City of Novi**  
Department Division  
45175 W Ten Mile Rd  
Novi, MI 48375  
cityofnovi.org

0 30 60 120 180 240  
Feet



1 inch = 151 feet

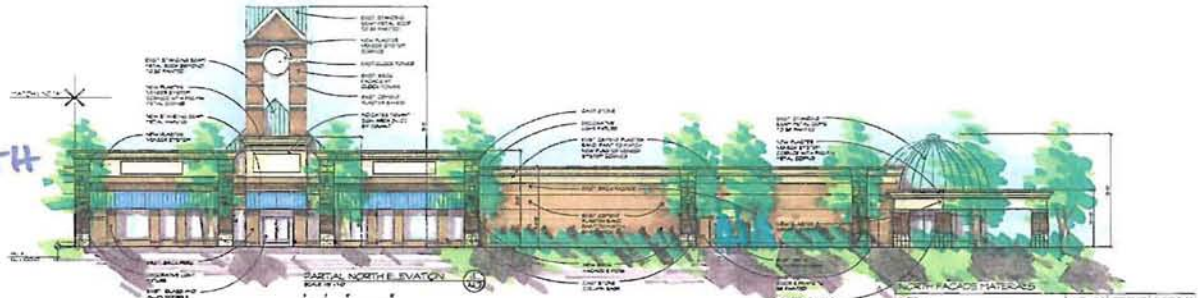
**PROPOSED BUILDING ELEVATIONS**

**PICTURES OF EXISTING BUILDING ELEVATIONS**

**PICTURE OF RECENT FAÇADE RENOVATION**



NORTH



**EAST FACADE MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK - BRICKWORK	100%	100%	100%
GLASS - GLAZING	0%	0%	0%
CONCRETE - CONCRETE	0%	0%	0%
WOOD - WOOD	0%	0%	0%
STEEL - STEEL	0%	0%	0%
OTHER - OTHER	0%	0%	0%
TOTALS	100%	100%	100%

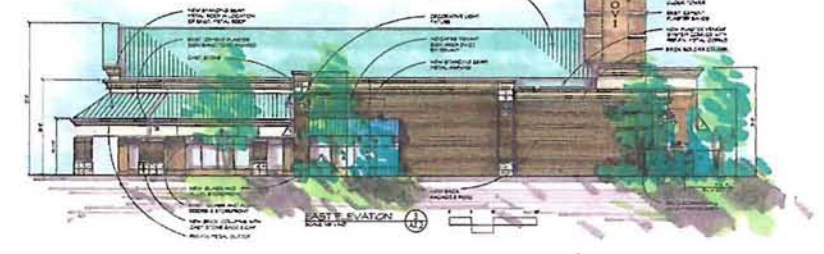
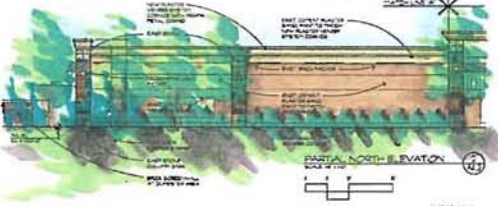
**NORTH FACADE MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK - BRICKWORK	100%	100%	100%
GLASS - GLAZING	0%	0%	0%
CONCRETE - CONCRETE	0%	0%	0%
WOOD - WOOD	0%	0%	0%
STEEL - STEEL	0%	0%	0%
OTHER - OTHER	0%	0%	0%
TOTALS	100%	100%	100%

**GENERAL NOTES**

- NOVITY SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
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**KEY PLAN**  
1/8" SCALE



**NOVI TOWN CENTER BUILDING I - ELEVATIONS**

NOVITY

OWNER:  
NOVI TOWN CENTER INVESTORS, LLC  
36132 Regent Drive  
Novi, Michigan 48375  
248.947.8100 Fax 248.947.3100

WAN YEE ASSOCIATES  
ARCHITECTS & PLANNERS  
2701 WEST 14TH AVENUE  
ANN ARBOR, MI 48106  
734.769.1100  
WWW.WAN-YEE.COM

PRELIMINARY  
NOT FOR CONSTRUCTION

DATE: 07/15/2014  
BY: WY/ML

**A 4.2**

SOUTH



**WEST FACADE MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK - BRICKWORK	100%	100%	100%
GLASS - GLAZING	0%	0%	0%
CONCRETE - CONCRETE	0%	0%	0%
WOOD - WOOD	0%	0%	0%
STEEL - STEEL	0%	0%	0%
OTHER - OTHER	0%	0%	0%
TOTALS	100%	100%	100%

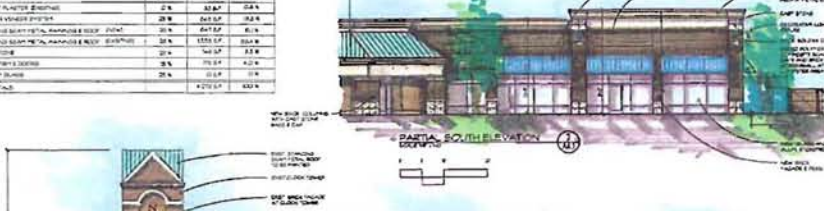
**SOUTH FACADE MATERIALS**

MATERIAL	ALLOWABLE	PROPOSED	PERCENTAGE
BRICK - BRICKWORK	100%	100%	100%
GLASS - GLAZING	0%	0%	0%
CONCRETE - CONCRETE	0%	0%	0%
WOOD - WOOD	0%	0%	0%
STEEL - STEEL	0%	0%	0%
OTHER - OTHER	0%	0%	0%
TOTALS	100%	100%	100%

**GENERAL NOTES**

- NOVITY SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
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**KEY PLAN**  
1/8" SCALE



**NOVI TOWN CENTER BUILDING I - ELEVATIONS**

NOVITY

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ANN ARBOR, MI 48106  
734.769.1100  
WWW.WAN-YEE.COM

PRELIMINARY  
NOT FOR CONSTRUCTION

DATE: 07/15/2014  
BY: WY/ML

**A 4.1**

WEST





Bldg. I - NORTH ELEVATION



Bldg. I - SOUTH ELEVATION





Bldg. I - WEST ELEVATION

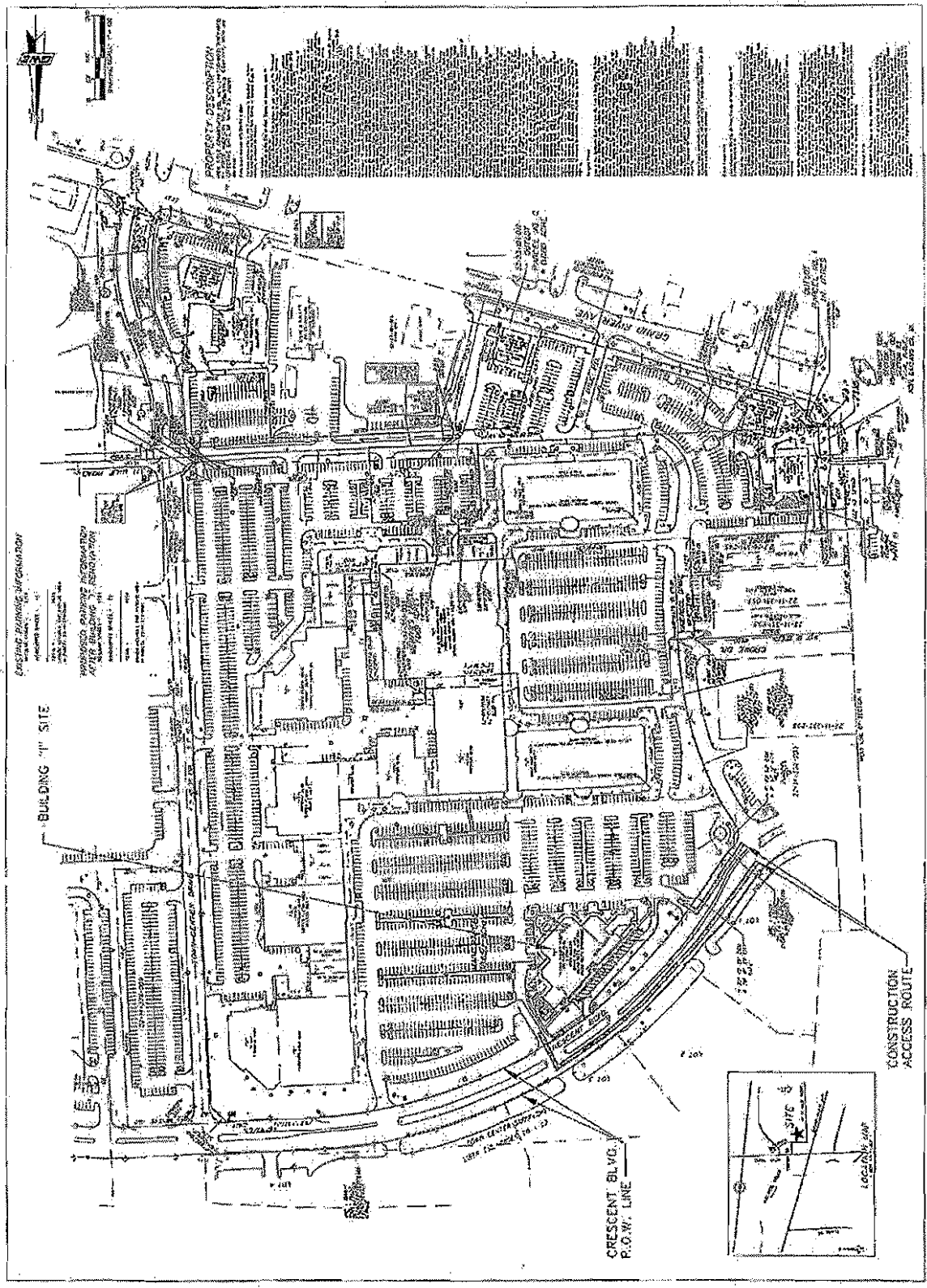


Town Center - New Facade



**REDUCED SITE PLAN**

<b>PROPOSED PROJECT INFORMATION</b> PROJECT NO. 15-03-0001 PROJECT NAME: NORTH TOWN CENTER LOCATION: 1500 CRESCENT BLVD., SUITE 100, MEMPHIS, TN 38103 PROJECT TYPE: COMMERCIAL CLIENT: NOVOTAN CENTER INVESTMENTS LLC DESIGNER: G.W.E. ENGINEERS, INC. DATE: 03/15/2015			<b>PREPARED BY:</b> CIVIL ENGINEER G.W.E. ENGINEERS, INC. 1500 CRESCENT BLVD., SUITE 100 MEMPHIS, TN 38103 TEL: (901) 525-1100 FAX: (901) 525-1101 WWW.GWEENGINEERS.COM	<b>DATE:</b> 03/15/2015 <b>SHEET NO.:</b> 001 <b>TOTAL SHEETS:</b> 001
<b>PROPERTY DESCRIPTION</b> 1500 CRESCENT BLVD., SUITE 100, MEMPHIS, TN 38103 1500 CRESCENT BLVD., SUITE 100, MEMPHIS, TN 38103 1500 CRESCENT BLVD., SUITE 100, MEMPHIS, TN 38103 1500 CRESCENT BLVD., SUITE 100, MEMPHIS, TN 38103				



DATE PLOTTED: 03/15/2015 10:00 AM  
 PLOT SCALE: 1" = 40'-0"



**SUPPLEMENTAL PLAN TO  
ADDRESS TRAFFIC CONSULTANT'S CONCERNS**

**PAVING HATCH LEGEND**

- ASPHALT-CONCRETE
- CONCRETE PAVEMENT / CONCRETE SIDEWALK
- PROPOSED CONCRETE

4" OVERSIZES FINE ORANGE STAINING TO USE BLUE (TYP) SEE DETAIL ON SHEET C7.1

PROVIDE THICKER SLAB WALK, (TYPICAL). SEE ARCHITECTURAL PLANS FOR JOINTING PLAN AND DETAILS.

PROVIDE CONCRETE CURB AND GUTTER (TYPICAL). SEE DETAIL ON SHEET C7.1

LANDSCAPE AREAS SET WITH 1:1:1

INSTALL "ONE WAY" 45-11 AND 85-11 SIGNS

20 FT. SIDEWALK

PROVIDE STOP SIGN TO REMAIN

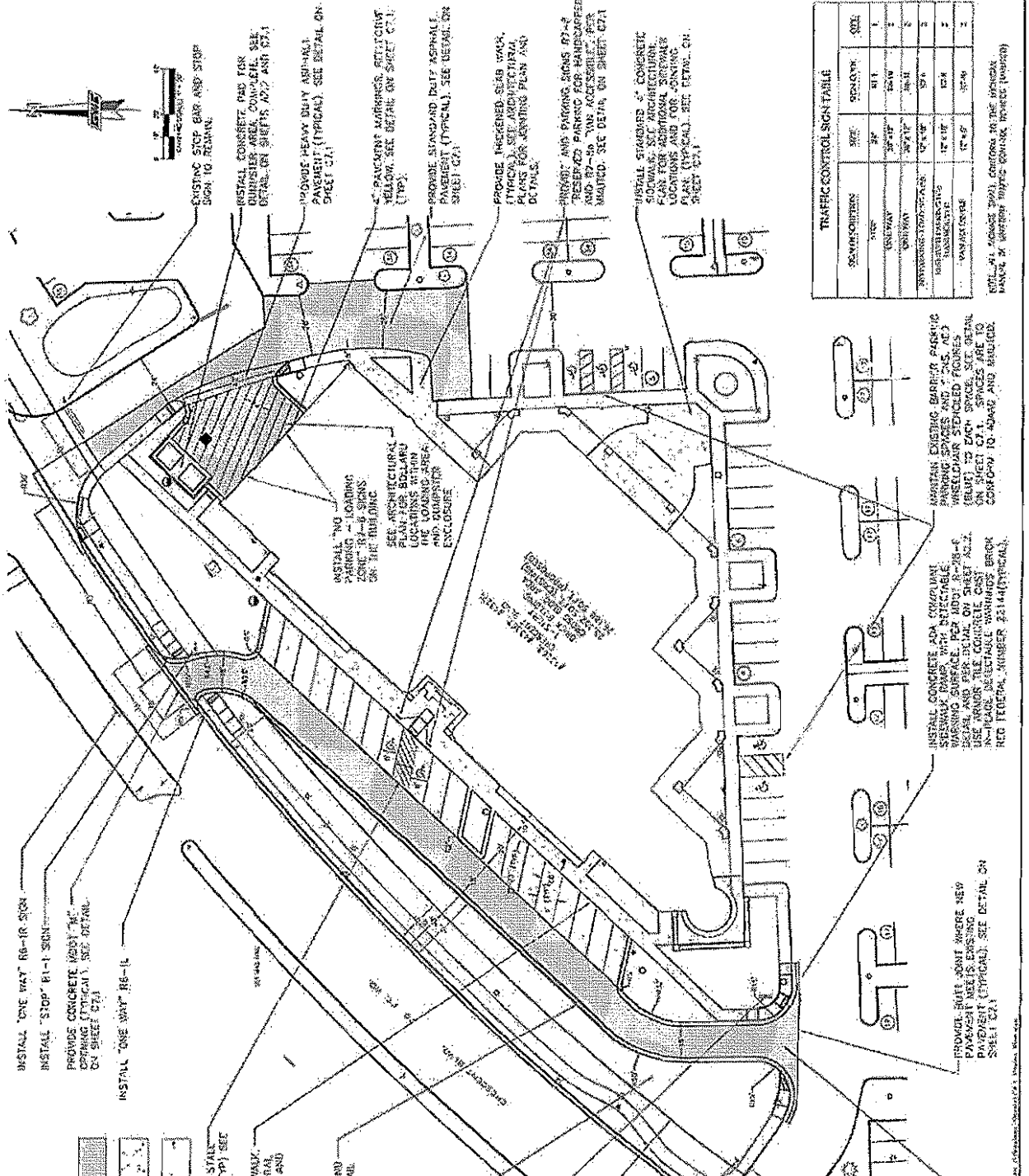
PROVIDE ONE WAY CONCRET SIGN

INSTALL PROPOSED ASPHALT PAVEMENT, COMPLETE (TYPICAL). SEE DETAIL ON SHEET C7.1

PROVIDE BUILT JOINT WHERE NEW PAVEMENT MEETS EXISTING PAVEMENT (TYPICAL). SEE DETAIL ON SHEET C7.1

INSTALL CONCRETE ADA COMPLIANT SIDEWALK TRAPS WITH DETECTABLE WARNING SURFACE PER ADA 2010, 205, 206, 207 AND PER DETAIL ON SHEET C7.1. SPACES ARE TO BE 48" MAXIMUM. DETECTABLE WARNING BARRIERS SHALL BE NUMBER 2314 (TYPICAL).

MAINTAIN EXISTING BARRIER PARKING SPACES AND 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000



**TRAFFIC CONTROL SIGN TABLE**

SEWER SIGN	SIZE	SPACING	COL
STOP	30"	10 FT	1
ONE WAY	30" X 48"	20 FT	2
ONE WAY	30" X 48"	20 FT	2
STOPPING STOP SIGN	24" X 36"	50 FT	3
WARRANTY SIGN	12" X 18"	10 FT	4
WARRANTY SIGN	12" X 18"	10 FT	4

NOTE: 1. SIGNING SHALL BE IN ACCORDANCE WITH THE MUTCD (2003 EDITION) AND THE STATE OF INDIANA'S SIGNING MANUAL (2003 EDITION).

**PROVISIONS**

ALL WORK SHALL BE IN ACCORDANCE WITH THE MUTCD (2003 EDITION) AND THE STATE OF INDIANA'S SIGNING MANUAL (2003 EDITION).

ALL MATERIALS SHALL BE OF THE BEST QUALITY AND SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ENGINEER.

ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

**NOTICE TO CONTRACTOR**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.

THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.

ALL UTILITIES SHALL BE PROTECTED AND MARKED PRIOR TO ANY EXCAVATION WORK.

**GENERAL NOTES**

ALL DIMENSIONS ARE IN FEET AND INCHES.

ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

ALL MATERIALS SHALL BE OF THE BEST QUALITY AND SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ENGINEER.

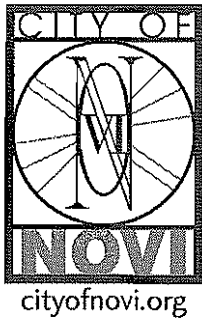
**PAVING PLAN**

RED TOP IMPROVEMENT  
NEW TOWN CENTER  
CITY OF INDY  
INDIANAPOLIS, IN

DATE: 05/15/2024  
BY: [Signature]  
CHECKED BY: [Signature]



**PLANNING COMMISSION MEETING  
MINUTES – EXCERPT  
NOVEMBER 18, 2009**



## **Excerpt from DRAFT PLANNING COMMISSION MINUTES**

Draft

CITY OF NOVI

Regular Meeting

**Wednesday, November 18, 2009 | 7 PM**

**Council Chambers | Novi Civic Center | 45175 W. Ten Mile  
(248) 347-0475**

### **CALL TO ORDER**

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

### **ROLL CALL**

**Present:** Members David Baratta, David Greco, Brian Larson, Michael Lynch, Michael Meyer

**Absent:** Members Victor Cassis (excused), Andy Gutman (excused), Mark Pehrson (excused), Leland Prince (excused)

**Also Present:** Barbara McBeth, Deputy Director of Community Development; Kristen Kapelanski, Planner; Jana Pritchard, Planner; Lindon Ivezaj, City Engineer; David Beschke, City Landscape Architect; Doug Necci, Façade Consultant; Kristin Kolb, City Attorney

### **MATTERS FOR CONSIDERATION**

#### **1. NOVI TOWN CENTER BUILDING I, SP09-23**

Consideration of the request of Novi Town Center Investors, LLC, for Preliminary Site Plan approval. The subject property is located in Section 14, north of Grand River Avenue, east of Novi Road in the Novi Town Center development. The applicant is proposing to demolish and rebuild portions of Building I located at 26132 Ingersol Drive. The applicant is also proposing to add additional parking immediately adjacent to the building and to complete interior renovations to create smaller lease spaces.

Planner Kapelanski stated that there was a typo on the Agenda, and the correction being on the plan before you this evening is for a recommendation to the City Council for approval of the Preliminary Site Plan.

Planner Kapelanski stated the applicant is proposing to demolish and reconstruct portions of Building I, located along Crescent Boulevard, being the building with the domes and the clock tower. As part of the plan, interior renovations will be done to create smaller lease spaces. Two of the existing three dome structures will be eliminated, and the copper color on the roofing will be replaced with the blue and green colors currently being installed in other parts of the Town Center. Planner Kapelanski stated that the applicant is proposing to install some additional parking spaces immediately adjacent to Building I. The parking will be added in the front yard along Crescent Boulevard.

The Traffic Review noted a number of deficiencies with the plan, however, the applicant and the City's Traffic Consultant have worked together to resolve these issues. The applicant has submitted a supplemental plan and the changes to the entryway will be incorporated into the stamping set submittal. A same-side driveway spacing waiver is required for the new access point on Crescent Boulevard.

Planner Kapelanski stated that the proposed façade for Building I is not in compliance with the Façade Ordinance and will require a Section 9 Façade Waiver, specifically for the use of non-copper colored standing seam metal, the overages of cement plaster, standing seam metal and the underage of brick on the west façade. The City's Façade Consultant is recommending approval of this Waiver, noting that the proposed design is consistent with other façade upgrades recently approved in the Town Center. The City's Façade Consultant is here this evening if there are any questions about that Waiver.

Planner Kapelanski stated that the plan is deficient in a number of landscape review items and the applicant has agreed to include most of the missing items on the stamping set submittal. The applicant is seeking one Landscape Waiver for the deficient greenbelt along the front yard parking near the eastern drive. Most of the greenbelt is proposed at the required 20 foot width, however, one corner is only 17 feet wide. The Staff would support this Waiver. The Ordinance requires a berm or wall along the front yard parking. The applicant has elected to provide a berm. It is currently not shown on the plans, but will be provided on the stamping sets. The Planning Review recommended approval of the plan noting a number of variances that are required from the Zoning Board of Appeals.



Planner Kapelanski stated that the Engineering Review and Fire Review noted minor issues to be addressed on the stamping sets and recommended approval. Also, Section 1602.1 of the Ordinance requires all projects 5 acres or larger to receive the approval of the City Council after a recommendation from the Planning Commission. The Planning Commission should consider the factors listed in Section 1602.9 when making its recommendation.

Member Greco asked the applicant for Novi Town Center, Building I, to address the Planning Commission.

Matt Niles (Wah Yee Associates Architects) came forward and stated that Jim Clear (Novi Town Center Manager) and the applicant's Civil Engineer are here in order to answer questions.

Mr. Niles stated that Building I is a four-sided, free-standing building. We want to make the building more leasable for present and future tenants and bring the building up to the standards set with the rest of the shopping center. The variances and waivers are a result of existing conditions that we are improving upon. The façade waivers needed are consistent with the prior waivers received regarding the other phases of this project in the shopping center.

Mr. Niles stated that the response letter states that the plan will meet the ordinance standards. The plan is deficient in a couple of canopy trees and a couple of sub-canopy trees, but those will be providing those along the berm along Crescent Boulevard with the next plan submittal.

Mr. Niles stated that another issue was with the driveway spacing waiver request. The City's Traffic Consultant has recommended approval. Mr. Niles displayed the dimension from the proposed curb cut to an existing curb cut, noting the applicant wanted to push the new curb cut as far to the east as possible. If the distance is brought into compliance, the new curb cut would be too closely aligned with the existing median curb cut. We don't want to tempt people to try to pull out of the new curb cut and cut straight across Crescent Boulevard. By pushing the curb cut as far east as possible, it could eliminate the possible conflict. Also, being that the new curb cut is only right-in and right-out curb cut, the City's Traffic Consultant has recommended approval. Mr. Niles stated that in their latest plan, they were able to tweak the geometry of this curb-cut and eliminate the 17 foot area that needed the waiver for the non-compliant 20 foot greenbelt. He believes they have met the ordinance standard on this now.

Mr. Niles stated that another issue is the existing loading and dumpster areas. Driving in from Novi Road along Crescent Boulevard, the existing loading service area is visible. By flipping the loading/service area to the east end of the building, it will not be as visible from that direction. The plan more than triples the size of it, and it is in a side yard. A variance is needed to put the loading and service area in the side yard, but it will tremendously improve on the existing condition.

Mr. Niles concluded by saying that they are proposing a lot of improvements to try to make this building leasable in the future, as it is almost empty now.

Member Greco turned it over to the Planning Commission for any questions or comments they might have.

Member Baratta asked about the driveway proposed between Crescent Boulevard and the building: what was the width for that access road for service vehicles.

Mr. Niles stated that this drive was not for service vehicles. To help in leasing the building, they are proposing to open up the side facing Crescent Boulevard. By doing this, they will have actual functioning store fronts, and create more of a streetscape look. That is why the parking and a driveway are proposed, to benefit the shoppers.

Member Baratta questioned getting into that area, there would have to be a driveway.

Mr. Niles stated that is a 24 foot wide drive, which meets the ordinance. Also, that the service trucks should not be going anywhere beside the new service court proposed on the east side of the site.

Member Baratta asked if there was going to be screening which would be on the right side as you are looking at the plan and whether it will be a brick screening of some sort.

Mr. Niles stated that they are screening it as much as the geometry or the reconfiguration of it allows. Mr. Niles stated

that the existing loading service area is right at the entrance as you are coming in off of Crescent Boulevard. Mr. Niles thinks that what they have done tremendously improves the plan, by putting the loading and service on the other side of the building, and it is much more compliant, even though it is in the side yard.

Member Baratta asked if they anticipated windows to be on the new front, facing Crescent Boulevard.

Mr. Niles answered yes, and referred to drawings A4.1 and A4.2. The middle portion of that Crescent Boulevard facade shows the new store fronts. As of now, there are false windows there. It has never functioned as a true store front. Mr. Niles said, our intention is to make it function as a true store front by leasing the stores facing that direction. This has created the need for the parking on that side. Street frontage is very valuable from a leasing perspective and most tenants want to be on a street and facing a street. This building missed that opportunity to take advantage of Crescent Boulevard. Mr. Niles is trying to reintroduce that opportunity and the need for the new drive coming through and the row of parking there. Tenants will need access and want front-door parking similar to any downtown, such as Main Street kind of feel. This would be accomplished with a new driveway and row of parking.

Member Baratta asked Mr. Niles if he anticipated that people would have access from the front of Space 630 going down to Space 620, 640 and 650, or will all access be in the front between Crescent Boulevard and through the front door.

Mr. Niles stated that most tenants would be facing the main parking lot and the shopping center. That is where all the direct access will be and we would like to lease the spaces. There are a few tenants facing Crescent Boulevard. The building is not that big and it is quite walkable. If people cannot find a parking space on Crescent Boulevard, parking is available at the ends of the building and there is a row of parking all the way around the building. If people parked in the main parking lot, it is not much more of a walk to park and walk around the building.

Member Baratta asked if he parked in front of Space 610; in order for him to get to Space 640 which faces Crescent Boulevard, would he have to walk around that building. He is trying to understand the flow of pedestrian traffic.

Mr. Niles stated that if you parked in front of Space 610, there is sidewalk that goes all around the building. If a shopper were forced to park on the opposite side of the building, they could take the sidewalk that goes around the entire building.

Member Baratta stated that it appears to have a service corridor inside the building to service those three proposed tenant spaces. Member Baratta suspects that loading and supplies would come through the building from the side with the big parking lot.

Mr. Niles stated that they have the service area on the northeast side of the building. Trucks can park in there and they will have to walk to that service corridor. That service corridor serves two functions. One is for servicing of those shops facing Crescent Boulevard, and the other is for fire exits and a back way out of those stores.

Member Baratta asked if the configuration of that corridor is very likely to change, and would it depend on how that building is leased.

Mr. Niles indicated that the plan shows a potential reconfiguration of the service corridor. The corridor may shift east or west based on how deep the new tenant spaces are.

Member Baratta asked if he were delivering supplies, would he park in the service loading area. There is no service corridor going through to spaces 610 and 600. Member Baratta questioned access to Space 620 and 630: he questioned whether one would take the sidewalk between the parking lot and the building, or use the service corridor.

Mr. Niles answered that they could go either way. Every tenant except 600 and Baja Fresh at the opposite end of the building would have direct access to that internal service corridor. Trucks would park in the loading area and they would use a dolly or some kind of cart and go down to the service corridor. Those two end tenants, potentially, one of them Baja Fresh already has a back door facing Crescent Boulevard, so they could be serviced off that sidewalk on that side. Space 610 could be handled that way or they could be handled on some kind of side. We would have to wait and see what kind of tenant goes in there, and what works best for them.

Member Larson asked Mr. Niles about Baja Fresh and their wall facing Crescent Boulevard: is it now a service wall, or service door. Is that façade going to change and are they going have glass facing Crescent Boulevard now or is that not going to change.

Mr. Niles stated that those existing tenants, the new store front glass would be spanning between spaces 620, 640 and 650, basically the middle third of the building.

Member Larson asked if Baja Fresh would not be affected. Their service façade is still going to face Crescent Boulevard.

Mr. Niles answered that was correct. The applicant chose not to disturb the existing couple of tenants in the building.

Member Larson asked if the existing tenants moved, would that front façade be redone.

Mr. Niles answered that façade could potentially be redone. It would depend on whether a new tenant came in and how their space and floor plan worked out.

Member Larson stated that is seemed odd to him that the applicant is going to redo the whole front side of the building and make it a downtown-look with glass storefronts, but leave a service-type exterior on that one part.

Mr. Niles stated that there was a lot of landscaping at the two ends of building, right now. The visibility of the two ends of the building is limited, especially the east end of the building, since both ends there have quite a bit of existing landscaping. You may have gone past the building and not even realized there was a service-door there. With the addition of the three foot berm, the visibility of the service door is going to be decreased.

Member Baratta asked if the Baja Fresh dumpster is it going to be behind their store or consolidated over on the right side of the plan, near Crescent Boulevard.

Mr. Niles said there will be two dumpsters on-site. Both will be located in the new service court on the east side of the building. Baja Fresh will have to wheel the dumpster around to the other end of the building.

Member Meyer asked City Landscape Architect Beschke if the applicant intends to meet all the ordinance requirements regarding the landscaping, as far as one missing canopy tree and six smaller trees.

City Landscape Architect Beschke stated that the applicant was close to meeting the ordinance requirements. The berm was the biggest concern and would be provided on the next submittal. With the matter of missing just four trees, Mr. Beschke indicated staff and the applicant can work with them on the next site plan submittal.

Member Meyer stated that he had concerns with parking spaces by Crescent Blvd. Safety is the main concern regarding the new parking spaces, and it appears that all will be safe.

City Engineer Ivezaj stated that there were no concerns expressed by the City's Traffic Consultant with the parking spaces being located too close to Crescent Boulevard.

Member Meyer stated that he normally does not like so many variances being asked for; however, he presumes the Zoning Board of Appeals will grant the requested variances, and it certainly will be advantageous once the recession is over, and for the growth of this Town Center. That whole area right now is quite sad as far as one vacancy after another. Member Meyer hopes the applicant's efforts to downsize the tenant spaces in such a way will encourage various tenants to come forward and lease space in the building.

Moved by Member Meyer, seconded by Member Lynch.

**In the matter of Novi Town Center Building I Demo and Reconstruction, SP 09-23A, motion to recommend approval to City Council for the Preliminary Site Plan subject to the following:**  
**a) Section 9 Façade Waiver, for the overage of cement plaster and standing seam metal, the underage of brick on the west façade and the use of non-copper colored standing seam metal in the Town Center District; b) Same-side driveway spacing waiver for the proposed Crescent**

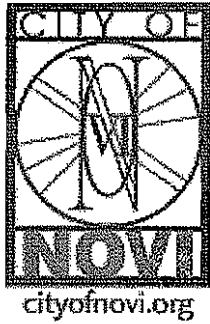


Boulevard access point (105' required, 89' provided); c) Applicant receiving a variance from the Zoning Board of Appeals for the deficient front yard parking setback (20' required, 17' provided); d) Applicant receiving variances from the Zoning Board of Appeals to locate the loading zone and dumpsters in the side yard; e) Applicant receiving a variance from the Zoning Board of Appeals for the deficient amount of loading space (2,950 sq. ft. required, 2,098 sq. ft. provided); f) Applicant providing the required 3' berm along the parking lot frontage; g) Applicant providing one additional canopy tree; h) Applicant providing six additional sub-canopy trees; i) City Council waiver for the deficient greenbelt (17' provided, 20' required) along the front yard parking near the eastern drive; j) The conditions and items in the staff and consultant review letters being addressed on the Stamping Set.

For the reason that it is otherwise in compliance with Article 25 and Article 16 of the Zoning Ordinance and all other applicable provisions of the Ordinance and the proposed façade is consistent with the overall Town Center development and will generally enhance the visual quality of the project, the color selections are carefully coordinated and will harmonize with both new and existing materials, the use of selected façade materials and material combinations will not detract from the future development of buildings with facades of brick and stone;

**ROLL CALL VOTE ON THE NOTI TOWN CENTER BUILDING I DEMO AND RECONSTRUCTION, SP09-23A, MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL FOR THE PRELIMINARY SITE PLAN. *Motion carried 4-1 (nay Baratta).***

## **PLANNING REVIEW**



## PLAN REVIEW CENTER REPORT

November 3, 2009

### Planning Review

Novi Town Center Bldg. I Demo

SP #09-23A

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#### Petitioner

Novi Town Center Investors, LLC

#### Review Type

Revised Preliminary/Final Site Plan

#### Property Characteristics

- Site Location: 26132 Ingersol Drive
- Zoning: TC, Town Center
- Adjoining Zoning: North, South, East and West: TC
- Site Use(s): Novi Town Center
- Adjoining Uses: Various retail and restaurant uses bordering Novi Town Center
- Plan Date: 10/16/09

#### Project Summary

Novi Town Center is proposing to demolish and rebuild portions of Building I. The applicant is also proposing to add additional parking immediately adjacent to the building and to complete interior renovations to create smaller lease spaces. Two of the three dome structures will be eliminated and the copper coloring on the roof of the building will be replaced with the blue and green colors currently being installed on a number of other buildings in the Novi Town Center. A previous review was completed and the applicant has decided to significantly revise their plan based on review comments and the preferences of the Town Center.

#### Recommendation

Provided the applicant gets the necessary waivers from the City Council and the necessary variances from the Zoning Board of Appeals, approval of the **Preliminary and Final Site Plan is recommended** at this time. The plan will be scheduled for an upcoming Planning Commission meeting to be followed by a subsequent City Council Meeting for consideration of the requested waivers and the Preliminary Site Plan. Once the applicant receives approval from the City Council and findings on the requested variances from the Zoning Board of Appeals, the appropriate corrections should be made to the plan and Stamping Sets should be submitted.

#### Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 16 (Town Center District), Article 24 (Schedule of Regulations), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant and incorporated as part of the Stamping Set submittal.

1. Traffic Review: Additional alterations to the plan are required before the City's Traffic Consultant can recommend approval of the plan. The applicant should work with the City's



- Traffic Consultant and submit a supplementary plan to resolve the outstanding issues prior to the Planning Commission meeting.
2. **Parking Setback:** A front yard parking setback of 20 feet is required and the proposed front yard parking is setback 17 feet from the right-of-way line near the eastern drive. **The applicant has indicated they will seek a variance for the deficient parking setback.** In addition, a 2.5 foot berm or screen wall is required along all front yard parking. No berm or wall has been provided. **The applicant has indicated they will seek a variance for the lack of berm or screen wall.** A landscape waiver is also required for the absence of a berm or wall. Please see the landscape review letter for additional information.
  3. **Loading Zone:** The Zoning Ordinance requires 10 sq. ft. of loading space for each front foot of the building to be located in the rear yard. Therefore, 2,950 sq. ft. of loading space is required for Building I. Loading space has been provided in the side yard totaling 2,098 sq. ft. **The applicant has indicated they will seek a variance to locate the loading space in the side yard. The applicant has indicated they will seek a variance for the deficient amount of loading space.**
  4. **Dumpster enclosure:** Accessory structures must be located in the rear yard and setback a minimum of ten feet from any building. The proposed dumpster enclosure is located in the side yard. **The applicant has indicated they will seek a variance to locate the dumpster in the side yard.**
  5. **Dumpster Detail:** The Zoning Ordinance requires the dumpster enclosure be at least one foot taller than the dumpster. The applicant has indicated a maximum dumpster height of 6 feet and a 6 foot tall enclosure. **The applicant should either decrease the height of the dumpster by one foot or increase the height of the enclosure by one foot.**
  6. **Landscape Waivers:** In addition to the landscape waiver previously mentioned, waivers are also needed for providing an inadequate amount of canopy and sub-canopy trees. See the landscape review letter for additional information.
  7. **Section 9 Façade Waiver:** A façade waiver is required. See the façade review letter for additional information.

### **Response Letter**

The applicant is asked to provide a response letter to the Community Development Department, responding to all issues raised in this and other review letters prior to the Planning Commission meeting. Please contact the Community Development Department with any questions about this review or any of the other reviews for the project, or if you do not receive a complete package of review letters. (*Letters needed: Planning, Engineering, Landscape, Façade, Traffic and Fire*)

### **Stamping Set Approval**

Stamping sets are still required for this project. After having received all of the review letters from City staff and the appropriate recommendations and approvals from the Planning Commission, City Council and Zoning Board of Appeals 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.



Planning Review by Kristen Kapelanski  
248-347-0586 or kkapelanski@cityofnovi.org

**PLANNING REVIEW SUMMARY CHART**

**Project Name: Novi Town Center – Buildings I Demo and Reconstruction SP 09-23A**

**Plan Date: 10-16-09**

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Town Center Commercial	No change proposed.	Yes	
Zoning	TC, Town Center	No change proposed.	Yes	
<b>Uses permitted</b> (Section 1601)	<b>Uses permitted:</b> <ul style="list-style-type: none"> <li>• B-1 &amp; B-2 Uses</li> <li>• Office Uses</li> <li>• Public and Quasi-public</li> <li>• Indoor Recreation</li> <li>• Hotels</li> <li>• Outdoor Restaurants</li> <li>• Banks (Drive through not principle)</li> <li>• Residential Dwellings</li> <li>• Day Care Centers</li> <li>• Microbreweries &amp; Brewpubs</li> </ul>	No information provided.	Yes	<u>The applicant should check with the Planning Division to confirm that each tenant's proposed use is permitted.</u>
<b>Building Height</b> (Sections 1602-2 & 2400)	5 stories and 65 feet	Max. 65'	Yes	No additional height beyond what currently exists is proposed.
<b>Building Setbacks</b> (Section 1602-3)	Front: 50' Side: 50' Rear: 50'	No significant changes proposed in building setback.	Yes	Setbacks may be reduced by City Council proving three conditions are met: (a) That a reduction in setback, or waiver of a setback altogether, will not impair the health, safety or general welfare of the City as related to the use of the premises or adjacent premise; (b) That waiver of the setback along a common parcel line between two premises would result in a more desirable relationship

Item	Required	Proposed	Meets Requirements?	Comments
				between a proposed building and an existing building; and (c) The adherence to a minimum required setback would result in the establishment of nonusable land area that could create maintenance problems.
Parking Setbacks (Sections 2400 & 1602.5)	Front: 20' Side: 20' Rear: 10'  Front yard parking must be screened by a landscaped berm or screen wall.	Bldg. I Front: 17' Side: 20' + Rear: 20' +  No screen wall or berm proposed.	No	<b>The applicant has indicated they will seek a variance for the deficient front yard parking setback.</b>  <b>Front yard parking must be screened by 2.5 foot berm or wall. The applicant has indicated they will seek a variance from the Zoning Board of Appeals for this requirement.</b>
Architecture / Pedestrian Orientation (Section 1602.7)	Proposed uses, through innovative architecture, shall create a significant pedestrian orientation in keeping with the intent and purpose of these districts.  Architectural amenities shall include pedestrian walkways, brick or other approved decorative paving, coordinated pedestrian scale lighting, benches, trash receptacles, small scale landscape treatments, and major architectural features at entranceways and focal points of the development (e.g., arch, gateway, bell	Some existing architectural amenities to remain including existing artwork.	Yes	



Item	Required	Proposed	Meets Requirements?	Comments
	<p>tower, fountain).</p> <p>Architectural design and facade 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 facade 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 facade materials so as to create an adverse effect on the stability and value of the surrounding area.</p>			
<p>Sidewalks  <del>Sections 1602-11 and Master Plan for Land Use Ord.</del></p>	<p>Direct pedestrian access shall be provided between all buildings and uses within a development and between a development and adjacent areas.</p>	<p>Concrete sidewalks proposed.</p>	<p>Yes</p>	
<p>Development Amenities  <del>Section 1602-14</del></p>	<p>All sites shall provide development amenities in the form of exterior lighting, paved activity nodes, street/sidewalk furniture, safety paths, screening walls and planters in accordance with the Town Center Design and Development Study/Technical Reference which is made a part of this Ordinance.</p>	<p>Some development amenities to remain.</p>	<p>Yes</p>	<p><b>Applicant should indicate existing sculptures, benches, etc. on the landscape plan and show any relocations.</b></p>
<p>Signs <del>Sec. 25-10</del></p>	<p>Exterior Signage is not regulated by the Planning Division or Planning Commission.</p>			<p>Please contact Jeannie Niland (248.735.5678).</p>

Item	Required	Proposed	Meets Requirements?	Comments
Exterior Lighting (Sec. 2511)	Photometric plan and exterior lighting details needed at final site plan.	Lighting changes proposed.		See attached lighting review chart.
Parking (Section 2505)	Number of off-street spaces regulated by use in Section 2505.  Existing parking – 2,830 spaces	2,858 spaces	Yes	
Parking Space Dimensions (Sec. 2506)	9' x 19' parking space dimensions and 24' wide drives.	9' x 19' with 24' wide drive	Yes	
Barrier Free Spaces (Barrier Free Code)	<i>38 spaces required</i>  20 spaces plus one for every 100 spaces over 1,000.  $2,800 - 1,000 = 1,800/100 = 18$  20 spaces + 18 spaces = 38	75	Yes	
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle (8' wide access aisle for van accessible)	Barrier free spaces sized appropriately.	Yes	
Barrier Free Signs (Barrier Free Design Graphics Manual)	One barrier free sign is required per space.	Signs shown.	Yes	
Loading (Section 2507)	Unloading space shall be provided in the rear yard at a ratio of ten (10) square feet for each front foot of building.  $295' \times 10 = 2,950$ sq. ft. of loading required for Bldg. I	Loading space shown in the side yard totaling approximately 2,098 sq. ft.	<b>No</b>	<b>The applicant has indicated they will seek a variance from the Zoning Board of Appeals to locate the loading space in the side yard and for a deficient amount of loading space.</b>
Loading Space Screening (Sec. 2304A.1)	In the TC District, view of loading and waiting areas must be shielded from	Loading area screened by dumpster enclosure and landscaping.	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
	rights of way and adjacent properties.			
Accessory Structure Setback – Dumpster	Accessory structures should be setback a minimum of 10 feet from any building unless structurally attached to the building and setback the same as parking from all property lines; in addition, the structure must be in the rear yard.	Two dumpsters to be contained in a single dumpster enclosure setback 10' from the adjacent building and 26' from the nearest property line in the side yard.	<b>No</b>	<b>The applicant has indicated they will seek a variance from the Zoning Board of Appeals for the dumpsters located in the side yard.</b>
Dumpster (Chap. 21, Sec. 21-145)	Screening of not less than 5' on 3 sides of dumpster required, interior bumpers or posts must also be shown. Enclosure to match building materials and be at least one foot taller than height of refuse bin.	6' enclosure proposed with screening walls to match building. Bumpers shown. 6' (max.) dumpster indicated.	<b>No</b>	<b>Applicant should alter the note on Sheet A2.1 to indicate the dumpster will be a maximum of 5 feet tall or raise the height of the enclosure by one foot to ensure that the enclosure is at least one foot taller than the refuse bin.</b>

**Lighting Review Summary Chart**  
 Novi Town Building I  
 SP #09-23A

<b>Item</b>	<b>Required</b>	<b>Meets Requirements?</b>	<b>Comments</b>
Intent (Section 2511.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky	Yes	
Lighting plan (Section 2511.2.a.1)	Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures	Yes	
Lighting Plan (Section 2511.2.a.2)	Specifications for all proposed and existing lighting fixtures including: Photometric data Fixture height Mounting & design Glare control devices Type and color rendition of lamps Hours of operation Photometric plan	Yes	
Required conditions (Section 2511.3.a)	Height not to exceed maximum height of zoning district or 25 feet where adjacent to residential districts or uses.	Yes	
Required Notes (Section 2511.3.b)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- No flashing light shall be permitted</li> <li>- Only necessary lighting for security purposes and limited</li> </ul>	Yes	

Item	Required	Meets Requirements?	Comments
	operations shall be permitted after a site's hours of operation.		
Required conditions (Section 2511.3.e)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1.	Yes	
Required conditions (Section 2511.3.f)	Use of true color rendering lamps such as metal halide is preferred over high and low pressure sodium lamps.	Yes	
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> <li>- Parking areas- 0.2 min</li> <li>- Loading and unloading areas- 0.4 min</li> <li>- Walkways- 0.2 min</li> <li>- Building entrances, frequent use- 1.0 min</li> <li>- Building entrances, infrequent use- 0.2 min</li> </ul>	Yes	
Maximum Illumination adjacent to Non-Residential (Section 2511.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Yes	
Cut off Angles (Section 2511.3.1(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	Yes	Proposed fixtures have been examined and approved and are consistent with the requirements of the Town Center Design Manual.



## **ENGINEERING REVIEW**



## **PLAN REVIEW CENTER REPORT**

November 6, 2009

### **Engineering Review**

Novi Town Center, Building I  
SP09-23A

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#### **Petitioner**

Novi Town Center Investors, LLC

#### **Review Type**

Preliminary/Final Site Plan

#### **Property Characteristics**

- Site Location: Grand River Avenue and Novi Road
- Site Size: 2.00 acres
- Plan Date: August 12, 2009

#### **Project Summary**

- Re-construction of an existing 25,352 square-foot retail building to increase to 27,277 square feet and associated parking. Site access would be provided from the existing entrances from Crescent Boulevard and Town Center.
- Additional impervious pervious area added to the north portion of the site will be pre treated and detained for a bankfull volume before being released into the existing storm water system.

#### **Recommendation**

**Approval of the Preliminary/Final Site Plan is recommended, with items to be addressed at Stamping Set submittal.**

#### **Comments:**

The Preliminary/Final 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 at Stamping Set submittal:

General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. Provide the City's standard detail sheets for water main (2 sheets-6/15/98), sanitary sewer (Sheet 1-6/15/98 and Sheet 2-4/24/06), storm sewer (1 Sheet-6/15/98) and paving (1 Sheet-12/15/00) at the time of the Stamping Set submittal.
3. Provide sight distance measurements for the proposed new entrance in accordance with Figure VIII-E of the Design and Construction Standards.
4. Darken the hatch used to show pervious concrete pavement on the paving plan.

Storm Sewer

5. A minimum cover depth of 3 feet shall be maintained over all storm sewers. Currently, the section of pipe from CB1 to MH1 does not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. Near CB1 there is only 1.5 feet of cover provided. An explanation shall be provided where the cover depth cannot be provided.
6. Show a more detailed profile of the outlet structure (MH#2).
7. List the class of concrete pipe used in the profiles on sheet C7.1.

Storm Water Management Plan

8. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
9. Onsite bankfull volume detention is required onsite for the additional pervious area added by the site plan. Please show the calculation on the storm water plan.
10. The pervious pavement cross section shall be revised. Either use 18-inches of 21AA aggregate for a base, or a combination of 12-inches of 6A and 6-inches of 21AA on top. This may also add more porosity in the base. The base and sub-base shall meet 95% compaction. Also, the HDPE perforated pipe shall also be socked. Please show all corrections on sheet C7.1 in the plan.
11. Add a note to the plan that only a NRMCA certified contractor shall install the pervious concrete pavement. The contractor shall show certification at the time of the pre construction meeting.
12. In the case that the pervious pavement or the outlet fails, consider providing a path/slope for the water to drain the parking area in a large storm event.
13. Provide a maintenance plan for the pervious pavement. Include a note to vacator/clean out the pavement every six months.
14. Provide an access easement for maintenance over the pretreatment structure (pervious pavement). Also, include an access easement to the pervious pavement from the public road right-of-way.

Paving & Grading

15. Provide spot grads for top of walk and top of pavement along h the sidewalk in the grading plan.

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

16. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**

**The following must be submitted with the Stamping Set:**

(Please note that all documents must be submitted together as a package with the Stamping Set submittal. Partial submittals will not be accepted).

17. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement, as outlined in the, must be Storm Water Management Ordinance submitted to the Community Development Department. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds. This document is available on our website.
18. Storm water easement and access easement.

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

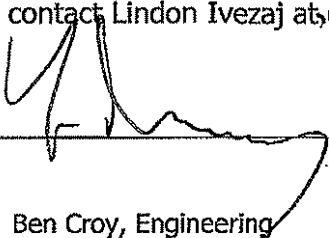
19. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application required). A grading permit fee in the amount of \$201.25 must be paid to the City Treasurer's Office.
20. Material certifications must be submitted 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.
21. Construction inspection fees in the amount of \$ 5,475.45 must be paid to the City Treasurer's Office.
22. A street sign financial guarantee in the amount of \$4,800.00 (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office. Signs must be installed in accordance with MMUTCD standards.
23. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.
24. A permit for work within the right-of-way must be obtained from the City of Novi. The application is available from the City Engineering Department or on the City website and may be filed once the Final Site Plan has been submitted. Please contact the Engineering Department at 248-347-0454 for further information. Only submit the cover sheet, standard details and plan sheets applicable to the permit.

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

25. The amount of the incomplete site work performance guarantee for this development at this time is \$ 85,831.50 (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.
26. 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.
27. A letter of credit or cash in an amount of \$3,564.30 (10% of the cost of storm water facilities for projects of less than \$100,000, or 5% for the cost of projects over \$100,000) must be posted for the storm water facilities. This deposit will be held for one year after the date of completion of construction and final inspection of the storm water facilities.

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

Please contact Lindon Ivezaj at (248) 735-5694 with any questions.



---

cc: Ben Croy, Engineering  
Brian Coburn, Engineering  
Kristen Kapelanski, Community Development Department  
Tina Glenn, Water & Sewer Dept.  
Sheila Weber, Treasurer's  
T. Meadows, B. Hanson, T. Reynolds; Spalding DeDecker



**TRAFFIC REVIEW**

November 12, 2009

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



**SUBJECT: Novi Town Center Building I, SP#09-23B**  
**Traffic Review of SECOND REVISED Final Site Plan**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

### Recommendation

The final site plan has been revised per the comments and recommendations of our review letter dated October 30, 2009 (attached). Birchler Arroyo recommends final site plan approval, contingent upon the Planning Commission granting a waiver for driveway spacing as discussed in Comment 1 below. Birchler Arroyo recommends the granting of that waiver.

### Remaining Issues


1. A new point of access is proposed on Crescent Boulevard, a 25-mph non-residential collector under City jurisdiction. This proposed access is an exit-only one-way drive from the new eastbound flow-through parking lot along the north side of Building I. **The same-side spacing between this drive and the next drive to the northeast is dimensioned on Sheet C4.1 as 89 ft (near-back to near-back of curb), or less than the 105 ft minimum required by the City's Design and Construction Standards (DCS Sec. 11-216(d)(1)d). A waiver must be sought and received from the Planning Commission, and Birchler Arroyo recommends the Planning Commission grant said waiver.** Relocating the new driveway any further southwest in order to meet driveway spacing standards might encourage traffic exiting that new driveway to cut diagonally across north-eastbound Crescent Boulevard to access the nearby turnaround in the median. It is worth noting that the proposed spacing between the driveways was reduced from 98 feet to 89 feet (thereby requiring a longer waiver) to accommodate design changes recommended by Birchler Arroyo (see Comment 2 of our October 30, 2009 letter for details).
2. See our October 30, 2009 letter (attached) for Birchler Arroyo's response pertaining to concerns regarding vehicles turning into the proposed one-way outbound driveway.

3. The proposed new one-way driveway is 18 feet wide (measured back-to-back of curb), 2 feet wider than the City standard of 16 feet (per DCS Fig. IX.2). The applicant has in our opinion "shown cause" for the wider driveway, consistent with the standards of DCS Fig. IX.2. See our October 30, 2009 for further detail.
  
4. The plan includes notes stating that appropriate pavement markings will be provided at all barrier-free parking spaces around the perimeter of Building I – including existing barrier-free spaces - per ADA and MMUTCD standards. Birchler Arroyo has been conducting the on-site traffic inspections at several of the City's newly-developed sites, which is required prior to issuance of a Certificate of Occupancy. We have found barrier-free (handicap) spaces that have been marked with a variety of non-standard wheelchair symbols. **In anticipation of a future traffic inspection of the completed Town Center Building I site, we strongly urge the applicant to see to it that the contractor applying the pavement markings uses a wheelchair stencil with the MMUTCD-standard design. In general, the pavement markings and site signage must be consistent with the approved, stamped final site plan in order to receive a favorable traffic inspection review.** Significant deviations in the field from the approved signing and striping plan may require the submission and review of an amended final site plan, which can incur upon the applicant delay and further expense.

Sincerely,  
BIRCHLER ARROYO ASSOCIATES, INC.



Rodney L. Arroyo, AICP  
Vice President



William A. Stimpson, P.E.  
Director of Traffic Engineering



David R. Campbell  
Senior Associate

October 30, 2009

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



**SUBJECT: Novi Town Center Building I, SP#09-23A**  
**Traffic Review of REVISED Final Site Plan**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

### Recommendation

The final site plan requires revisions that Birchler Arroyo feels are significant enough to warrant an additional review by our office. We can not recommend final site plan approval for the plans as submitted.

The revisions that are necessary pertain to the proposed reconfiguration of the existing driveway east of Building I; that reconfiguration was not proposed on the plan we reviewed in our August 31, 2009 letter, so this was our first opportunity to formally review it. In the interest of not delaying the review process (which we are aware is a concern for the applicant), our office is willing to conduct an informal review of a revised plan, which could be sent to us electronically via the City by the applicant's engineer (Giffels-Webster). So long as that revised plan addresses the concerns we note below in **bold** (particularly Comments 2 through 7), we would then be able to offer a recommendation for final site plan approval.

### Project Description

What is the applicant proposing?

1. The applicant, Novi Town Center Investors, LLC, proposes to demolish a portion of the east side of the existing building, reconstruct/expand the demolished portion, divide the building into as many as eight tenant spaces, provide a new flow-through parking lot along the north side of the building, and narrow the width of the maneuvering lane around the east side of the building. An enclosed dumpster area is proposed on the east side of the building, but no formal loading area is proposed.

### Issues to be Addressed on a Revised Plan

The comments noted in **bold** below should be addressed on a revised plan; that plan should be sent to Birchler Arroyo for our review.

2. The plans have been revised since the preliminary submittal to reconfigure/expand the east side of the existing building. In order to accommodate this expansion, the existing two-way driveway on the east side of the building is proposed to be narrowed from 30 feet to 24 feet. **Birchler Arroyo's traffic engineer has marked the plans (see attached) with a driveway configuration which better facilitates inbound right turns by large vehicles, widens the throat of the driveway at its approach to Crescent Blvd., creates a smoother transition through the narrowed portion of the driveway, and allows easier access to the proposed dumpster pad/service area. The final site plan should be revised to incorporate our design.** Since that portion of the driveway will be reconstructed as part of the proposed plan, our recommended changes should not pose any significant additional construction cost to the applicant. We have contacted Giffels-Webster and presented our recommendations in hopes of expediting the revision process.
3. A light pole and "No Parking – Loading Zone" sign are proposed on the south side of the dumpster pad/service area. Based on the AutoTurn analysis included on Sheet C7.1, we are concerned that a trash truck or service vehicle would back into both of them. **Birchler Arroyo recommends the proposed light pole be relocated a safer distance from the service area, and the sign be removed altogether.** The other two "Loading Zone" signs proposed on the east face of the building should suffice.
4. **Detail sheets should include a standard detail displaying the mounting height and method for traffic signs. Particularly, the detail should confirm that all pole-mounted signs within pedestrian areas (including new barrier-free signs on the north side of Building I and traffic-control signs at the new driveway) will be mounted a full 7 feet off the walking surface per the MMUTCD.**
5. **Proposed STOP sign (RI-1) at the new one-way driveway should be noted as a 24-inch sign, which is appropriate for its location. In general, the sign quantities table should include the dimensions of the signs proposed.**
6. **Plans should note the proposed service area will be crosshatched with 4-inch stripes of reflective yellow traffic paint. In general, the dimensions and color of any new striping, including new and re-stripped parking spaces, should be noted on the final site plan.**
7. **Existing barrier-free and van-accessible spaces to remain around the perimeter of the building should be properly striped and signed per ADA and MMUTCD guidelines (if not already).**



## Remaining Issues

The following items should be considered prior to final site plan approval; those shown in **bold** require resolution by the Planning Commission.

8. A new point of access is proposed on Crescent Boulevard, a 25-mph non-residential collector under City jurisdiction. This proposed access is an exit-only one-way drive from the new eastbound flow-through parking lot along the north side of Building I. **The same-side spacing between this drive and the next drive to the northeast is dimensioned on Sheet C4.1 as 98 ft (near-back to near-back of curb), or less than the 105 ft minimum required by the City's Design and Construction Standards (DCS Sec. 11-216(d)(1)d). A waiver must be sought and received from the Planning Commission, and Birchler Arroyo recommends the Planning Commission grant said waiver.** Relocating the driveway any further southwest in order to meet driveway spacing standards might encourage traffic exiting that driveway to cut diagonally across north-eastbound Crescent Boulevard to access the nearby turnaround in the median.
9. Some concern has been expressed to our office by City engineering staff regarding the potential for inbound traffic attempting to enter the new outbound-only driveway described above. Having considered this concern, Birchler Arroyo believes this will not be an issue. Inbound drivers familiar with the site will know to enter via the existing two-way driveway just southwest of Building I. The building's visibility from Crescent Blvd. is such that first-time visitors will also use that driveway, and should they miss turning in there, the existing driveway just east of Building I is easily available. The signing plan (discussed below) will clearly identify the new driveway as one-way, outbound-only, and the driveway itself is oriented to deter inbound traffic.
10. The proposed new one-way driveway is 18 feet wide (measured back-to-back of curb), 2 feet wider than the City standard of 16 feet (per DCS Fig. IX.2). Sheet C7.1 includes an AutoTurn analysis which demonstrates that a 30-foot commercial vehicle (such as a UPS/FedEx truck) will require the additional width to navigate the right turn out of that driveway. This width would also better accommodate City Fire Dept. vehicles, although it is doubtful they would choose to use that driveway for access. The applicant has in our opinion "shown cause" for the wider driveway, consistent with the standards of DCS Fig. IX.2.
11. All traffic-control signage shown on Sheet C4.1 is consistent with our previous review comments in terms of type, quantity, location, and orientation. A sign quantities table has been provided. **No standard sign details have been provided, showing sign height and mounting method. Sheet C4.1 includes a note stating "See architectural plans for installation details" in reference to the barrier free and van accessible signs, but no such details appear to be included with the architectural plans.** Sheet C4.1 includes a note that "All signage shall conform to the MMUTCD".

Sincerely,  
BIRCHLER ARROYO ASSOCIATES, INC.



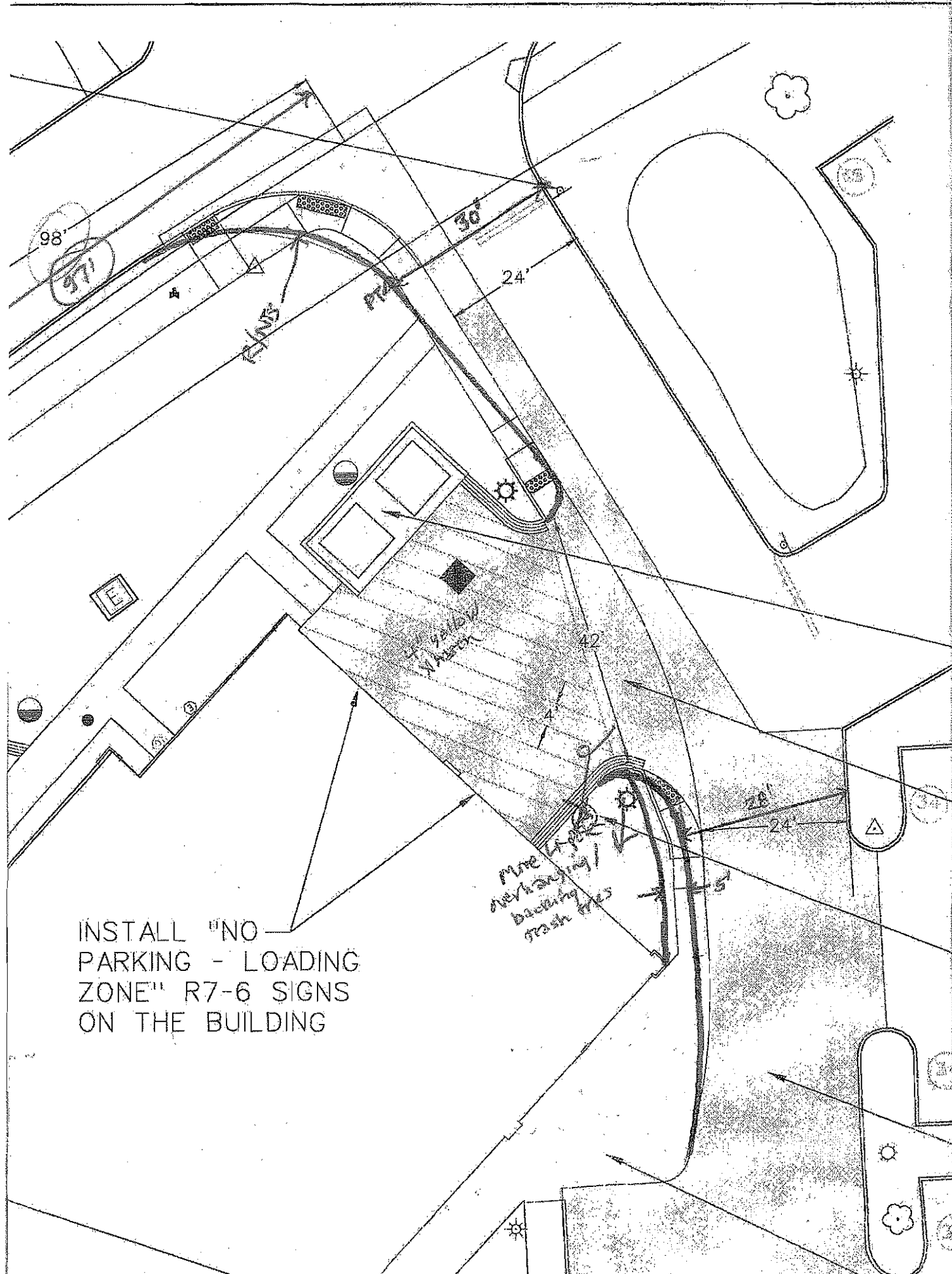
Rodney L. Arroyo, AICP  
Vice President



William A. Stimpson, P.E.  
Director of Traffic Engineering



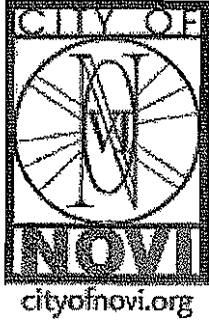
David R. Campbell  
Senior Associate



INSTALL "NO  
PARKING - LOADING  
ZONE" R7-6 SIGNS  
ON THE BUILDING

Area for next loading /  
backing  
trash tires

**LANDSCAPE REVIEW**



**PLAN REVIEW CENTER REPORT**  
November 6, 2009  
**Preliminary & Final Landscape Review**  
Novi Town Center Building I - SP#09-23A

**Petitioner**

Novi Town Center Investors, LLC

**Review Type**

Preliminary & Final Site Plan

**Property Characteristics**

- Site Location: 26132 Ingersol Drive
- Zoning: TC, Town Center
- Adjoining Zoning: North, South, East and West: TC
- Site Use(s): Novi Town Center
- Adjoining Uses: Various retail and restaurant uses bordering Novi Town Center
- Plan Date: 10/30/09

**Recommendation**

**Approval of the Preliminary Site Plan for SP#09-23A Novi Town Center Building I cannot be recommended at this time. The Applicant should address the following concerns. Please respond in writing detailing the actions taken to address the outstanding issues.**

**Ordinance Considerations**

**Adjacent to Residential – Buffer (Sec. 2509.3.a.)**

1. The project site is not adjacent to residential properties.

**Adjacent to Public Right-of-Way – Berm (Wall) & Buffer (Sec. 2509.3.b.)**

1. The project is adjacent to public right-of-way. The Ordinance requires that commercial developments within the TC District be screened with a 3' tall masonry wall along the right-of-way. No wall has been proposed on the plans. ***Please propose the required wall and depict its location on the plans. Alternately, the Applicant may seek Planning Commission approval for a 3' height landscape berm.***
2. A 20' wide greenbelt buffer is required along the right-of-way. The Applicant has met this requirement for the majority of the frontage, However, the proposed greenbelt is only 17 feet from the right-of-way line for a short distance near the eastern drive. **The Applicant may seek a Planning Commission waiver for the deficient greenbelt width in this area. Staff would support the waiver.**
3. One canopy tree per 30' of frontage is required; fourteen (14) trees are required, thirteen (13) have been provided. **The Applicant must provide one (1) additional canopy tree or seek a Planning Commission waiver. Staff would not support the waiver.**
4. One sub-canopy tree per 20' of frontage is required; twenty two (22) trees are required, Sixteen are provided. **The Applicant must provide six (6) additional sub-canopy trees or seek a Planning Commission waiver. Staff would not support the waiver.**
5. The calculations provided for the right of way buffer shrubs and perennials are not in keeping with the Ordinance or Landscape Design Manual. While there are no specific



calculations for shrub and perennial quantities, the intent is to reach significant enough opacity to effectively screen parking areas. At a minimum, a double row of shrubs is necessary to achieve the minimum 80% opacity. Perennials may be used as accents and for seasonal aesthetic value. *Please adjust the buffer shrub and perennial plantings to meet opacity requirements.*

6.

**Street Tree Requirements (Sec. 2509.3.b.)**

1. No Street Trees are required in the TC District.

**Parking Landscape (Sec. 2509.3.c.)**

1. With existing canopy trees to remain and proposed additional canopy trees and groundcover, the Applicant meets the requirements for Parking Lot Landscaping.

**Building Foundation Landscape (Sec. 2509.3.d.)**

1. A 4' wide landscape bed is required along all building foundations with the exception of access points. The Applicant has provided Foundation Landscaping in all available locations.
2. An area 8' wide multiplied by the length of building foundations is required as foundation landscape area. The Applicant has met this requirement.

**Loading Zone Screening**

1. All loading zones are required to be screened. Due to the degree of access to this building, completely screening the loading zone is not entirely feasible. The Applicant has provided Mission Arborvitae where possible to provide the maximum level of screening achievable.

**Plant List (LDM)**

1. A Plant List has been provided. Costs per City of Novi standards must be included on the plant list, including costs for irrigation (as necessary), seed/sod and mulch. Costs for landscape performance guarantees, inspections, etc. cannot be calculated until such time as the total landscape installation costs have been provided. *Please use the following cost figures:*

Canopy trees	\$400
Evergreen trees	\$325
Understory trees	\$250
Shrubs	\$50
Perennials	\$15
Lawn seed/SY	\$3
Sod/SY	\$6
Mulch/SY	\$35

**Planting Details & Notations (LDM)**

1. Plan Details and Notations have been provided per Ordinance requirements. The Please adjust the specification for 2"-3" plastic or nylon guying material to specify that fabric ties be utilized.

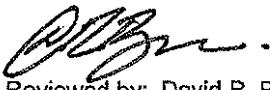
**Irrigation (Sec. 2509 3.f.(6)(b))**

1. All landscape areas are required to be irrigated. *Please provide and Irrigation Plan and cost estimate upon the Stamping Set submittal.*

**General Comments**

1. Currently a statue/sculpture exists on the site located to the southeast of the existing building. It is the understanding of staff that this feature will remain.
2. All utility boxes must be screened with shrubbery. The Applicant has met this requirement.

Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance. For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification. Also see the Woodland and Wetland review comments.



Reviewed by: David R. Beschke, RLA

## FAÇADE REVIEW



Phone: (248) 880-6523  
 E-Mail: dnecci@drnarchitects.com  
 Web: drnarchitects.com

DRN & ASSOCIATES, ARCHITECTS, PC

50850 Applebrooke Dr., Northville, MI 48167



November 6, 2009

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

Re: **FACADE ORDINANCE**  
**Novi Town Center Facade Upgrades - Revised Final Site Plan Approval**  
**Building "I" SP 09-23 (26,300 S.F)**  
 Façade Region: 1, Zoning District: TC, OS-C

Dear Ms. McBeth;

The following is the Facade Review for revised Final Site Plan for the above referenced project based on the drawings dated October 16, 2009. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Facade Materials of Ordinance Section 2520 are shown in the right hand column. Materials that are in non-compliance with the Facade Schedule are highlighted in bold.

Building "I" consists of the renovation of a stand-alone structure located on Crescent Blvd. within the Novi Town Center project, and includes the addition of approximately 3,600 S.F., and the demolition of approximately 1,000 S.F. of floor area.

<b>BUILDING "I"</b> <b>(27,300 S.F.)</b>	South (Parking Lot)	West	East	North (Crescent Blvd.)	Ordinance Maximum (Minimum)
Brick	30.0%	16.0%	45.0%	45.0%	100% (30%)
Cement Plaster (Stucco)	15.0%	2.0%	4.0%	16.0%	0%
EIFS	20.0%	20.0%	8.0%	16.0%	25%
Standing Seam Metal (Roofs)	28.0%	56.0%	38.0%	10.0%	25% (Note 3)
Cast Stone	5.0%	4.0%	3.0%	3.0%	25%
Metal Trim	2.0%	2.0%	2.0%	3.0%	15%
Display Glass	0.0%	0.0%	0.0%	7.0%	25%

**Comments:**

As shown above the percentage of Brick on the west facade is below the minimum percentage required by the Facade Chart. Also the percentage of Cement Plaster and Standing Seam Metal exceeds the maximum percentages allowed by the Facade Chart on all facades. Note 3 of the Facade Chart states that Standing Seam Metal on buildings in the TC and TC-1 districts must be of copper or have a copper bearing painted finish.

It should be noted that Building "I" currently features copper-colored domed elements on the west and east ends of the building (Photo No's. 1 & 2) and a larger dome at the entrance on the south facade. In the previous submittal the applicant proposed to eliminate all dome elements. In our review of that submittal we pointed out that the domes distinguish Building "I" from other structures within the complex and together with the clock tower help raise the buildings visual presence to landmark status.

With this submittal the applicant has revised the design to address the above as well as other points raised in our previous review. The dome element at the west end of the building has been preserved and will be painted to match other metal roofs. The new facade treatment consisting of brick piers and an EIFS cornices has been introduced wrapping around the base of the dome. This creative solution will serve to visually tie the dome into the new facade while preserving the dome as a landmark visual element. The east dome has been eliminated however this is consistent with the overall design given that the dumpster and service delivery area has been relocated to that location. The elimination of the central dome on the south facade is acceptable given that a nicely designed pediment has been introduced in its place. The pediment actually harmonizes more readily with the clock tower beyond than the original domed element. The clock tower (Photo No. 3) has been preserved and its existing standing seam roof will be painted to match other roofs. Overall the unique identity of the building has been preserved and the building will continue to serve as the signature building of the Novi Town Center.

With respect to the use of non-copper colored roofs the proposed materials are consistent with other recent facade upgrades for which the Planning Commission has granted Section 9 waivers for the use of green, blue and black standing seam metal. The Cement Plaster is an existing material and the comparatively small percentages are not inconsistent with the overall design of the building. The proposed design complies with the Town Center Ordinances requirement that building be constructed primarily of Brick and Stone.

Photo No. 1

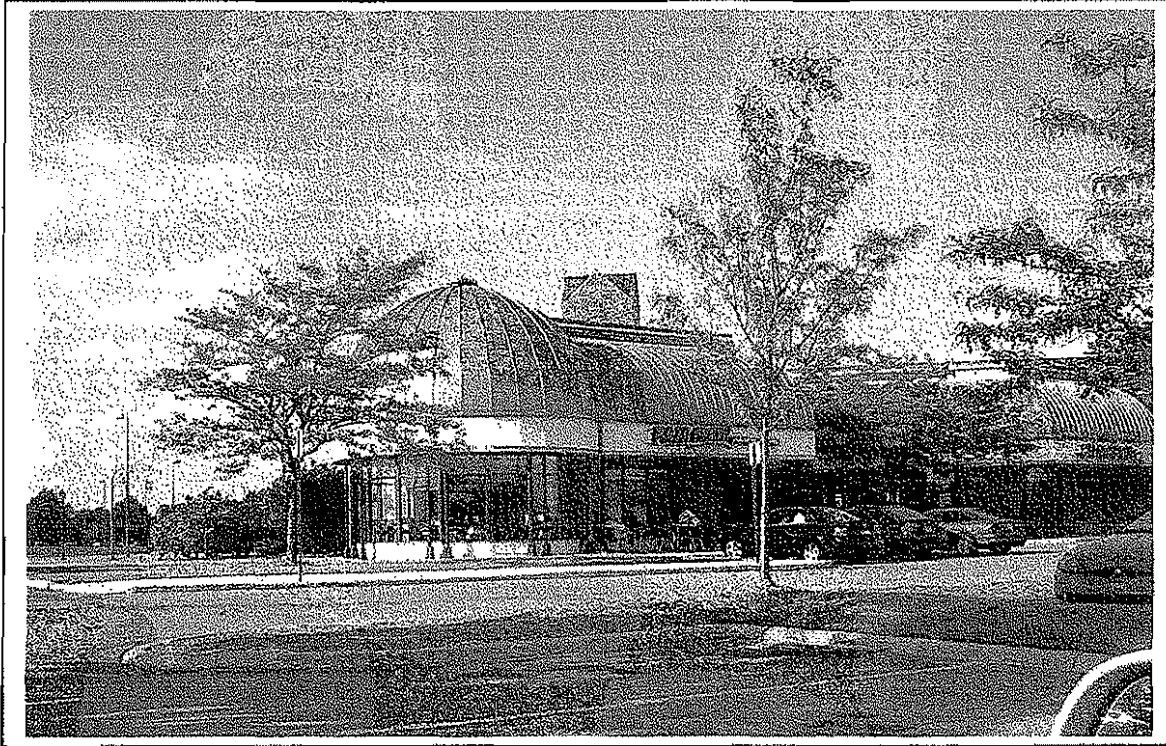


Photo No. 2

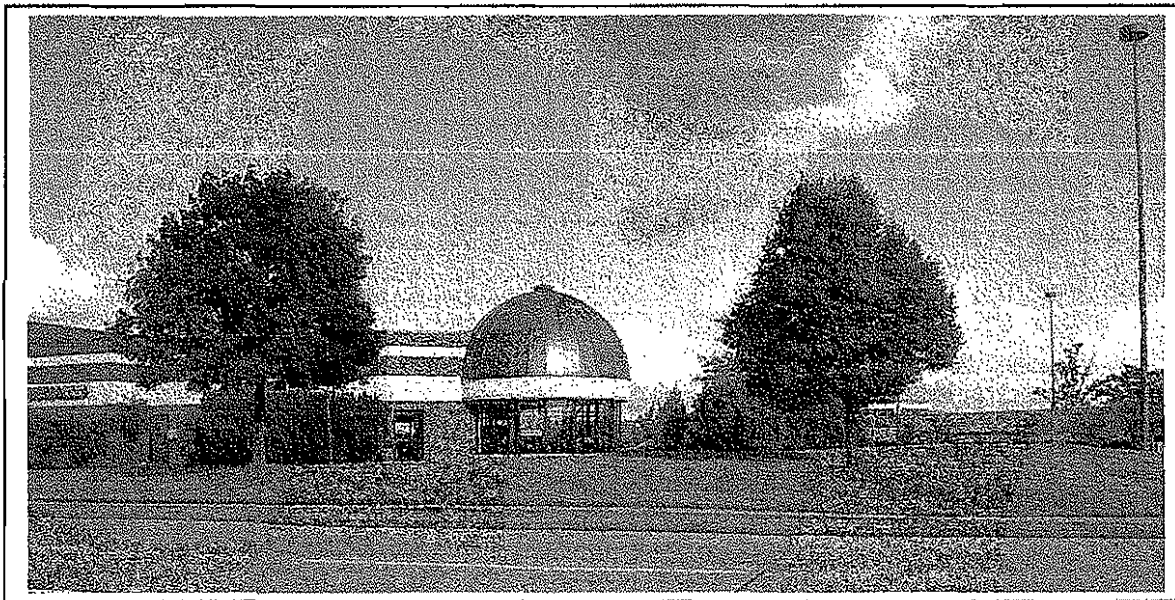


Photo No. 3



**Recommendation** - It is our recommendation that the proposed design is consistent with the intent and purpose of the Section 2520, the Facade Ordinance and Section 1600, the Town Center Ordinance. Therefore, a waiver of the specific requirements of the Facade Chart as described in Section 2520.9 (Section 9 Waiver) is recommended for the use of non-copper colored Standing Seam Metal, the overages of Cement Plaster and Standing Seam Metal, and the underage of Brick on the west facade.

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

Sincerely,  
DRN & Associates, Architects PC

Douglas R. Necci, AIA



**FIRE REVIEW**



**CITY COUNCIL**

Mayor  
David B. Landry

Mayor Pro Tem  
Bob Gatt

Terry K. Margolis

Andrew Mutch

Kathy Crawford

Dave Staudt

Brian Burke

**City Manager**  
Clay J. Pearson

**Fire Chief**  
Frank Smith

**Deputy Fire Chief**  
Jeffrey Johnson

November 5, 2009

TO: Barbara McBeth, Deputy Director of Community Development, City of Novi

RE: Novi Town Center, Bldg. 'I'

SP#: 09-23A, Revised Final Site Plan

**Project Description:**

Partial building demolition and addition.

**Comments:**

None

**Recommendation:**

The above plan is **RECOMMENDED** for **APPROVAL**.

Sincerely,

Michael W. Evans  
Fire Marshal

cc: file

**Novi Fire Department**  
42975 Grand River Ave.  
Novi, Michigan 48375  
248.349-2162  
248.349-1724 fax

cityofnovi.org

**APPLICANT'S RESPONSE LETTER**



Wah Yee Associates  
Architects & Planners  
Since 1961

November 12 2009

Novi Town Center, Building "P"  
SP #09-23  
City Review Letter Response

• Planning Review dated 11/3/09:

1. The civil engineer, Giffels – Webster Engineers has worked directly with the office of Birchler Arroyo, providing them a revised plan addressing the concerns in the traffic review letter.
2. If this variance is still required, we will seek it. However we feel that this issue has been resolved on our site plan submittal dated October 16, 2009. See sheet C4.1, we were able to adjust the configuration of the new driveway to eliminate the non compliant condition.
3. We are seeking the variance for the side yard loading zone and its size.
4. We are seeking the variance for the side yard dumpster location.
5. We will adjust the note on sheet A2.1 to limit the height of the dumpster to 5'-0".
6. Refer to landscape response letter.
7. Refer to façade review letter.

• Façade Review Letter dated 11/6/09:

Comments:

Section 9 Waivers will be sought for color of standing seam metal roofs and awnings, blue and green in lieu of required copper color, overage of existing cement plaster material, overage of standing seam metal which is a reduction from the existing condition, and the underage of brick on the west façade where we have increased the existing amount of brick by 4%.

• Fire Department Review dated 11/5/09:

No comments, approval as submitted.

37911 West Twelve Mile Road  
Farmington Hills, MI 48331  
(248) 489-9160 FAX: (248) 489-0133  
E-Mail: [wya@wahyeeassoc.com](mailto:wya@wahyeeassoc.com)



**Engineering Review Comments:**

The Engineering Department recommends the approval of the Preliminary/Final Site Plan. Items 1 through 27 will be addressed in the Stamping Set submittal.

**Traffic Review Comments:**

We have submitted revised drawings to Birchler Arroyo Associates. We have addressed Items 1 through 11 with our drawings submitted on November 11 and 12. Upon their review, it is understood that they now recommended

Preliminary/Final Site Plan Approval.

**Landscaping Review Comments:**

The City of Novi Landscape Architect at this time does not recommend Preliminary/Final Site Plan Approval. Below are the items of issue:

- 1) The requirement for a 3ft. masonry wall or berm on all developments within the TC District. The current design specifies a 1ft to 2.5ft. planted berm adjacent to the Crescent Blvd. R.O.W. A 3ft. Landscaped Berm will be placed to meet this Requirement.
- 2) 20ft. Green Belt Buffer: The revised plan maintains a 20ft. buffer along Crescent Blvd. except at the new drive exit. It is stated that the Staff would support the waiver.
- 3) Canopy Tree Requirement, 1 canopy tree per 30ft of frontage. The calculations show that 14 trees are required, our design shows 13 trees. An additional canopy tree will be planted to conform to this requirement.
- 4) Sub-canopy Tree Requirement, 1 tree per 20ft of frontage. The calculations show that 22 trees are required, our design shows 16 trees. Six (6) additional sub-canopy trees will be planted to conform to this requirement.
- 5) Shrub and Perennial screening requirement of 80% opacity. We will revise the shrub and perennial planting plan to meet the 80% opacity requirement.

All other landscaping items have met the City's requirements or will be revised for the stamping set submittal.

**Michael W. Marks, P.E.**  
**Project Manager**  
**Giffels-Webster Engineers, Inc.**

407 E. Fort Street, Suite 600 Detroit, MI 48226

Ph: (313) 962.4442 Fax: (313) 962.5066 Mob: (313) 980.1469

Email: [mmarks@giffelswebster.com](mailto:mmarks@giffelswebster.com)