



cityofnovi.org

MEDSTAR SPECIAL LAND USE JSP23-35

JSP23-35 MEDSTAR SPECIAL LAND USE

Consideration of Special Land Use at the request of Medstar Inc., an ambulance dispatch service company. The subject property is approximately 1.19 acres and is located at 22515 Heslip Drive, which is north of Nine Mile Road and east of Novi Road in the I-1, Light Industrial Zoning District. The applicant is proposing to use the existing building and site as an ambulance service, staging, and dispatch business.

Required Action

Approve or Deny the Special Land Use along with any applicable waivers.

REVIEW	RESULT	DATE	COMMENT
Planning	Approval recommended	8-22-23	Application requires a site plan to be submitted, but the applicant has requested a waiver of this requirement Additional conditions as noted in the motion sheet for Special Land Use approval
Landscape	Approval recommended with conditions	8-21-23	Additional screening required abutting residential property to the west
Fire	No Objections	8-25-23	

Motion sheet

Approval – Special Land Use Permit

In the matter of Medstar, JSP23-35, motion to **approve** the Special Land Use Permit based on and subject to the following

- a. Relative to other feasible uses of the site:
 - i. The proposed use will not cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off street parking, off-street loading/unloading, travel times, and thoroughfare level of service (*as it does not generate additional traffic*);
 - ii. The proposed use will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area (*no impacts to utilities are anticipated*);
 - iii. The proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses, and wildlife habitats (*no impacts to existing natural features are proposed*);
 - iv. The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood (*as noted in the intended plan for the Heslip Drive location selection of the July 17 letter from Medstar, and subject to a noise impact statement being provided, and demonstrating compliance with the requirements of the landscape review letter*);
 - v. The proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan or Land Use (*as it fulfills one of the Master plan objectives to attract new businesses to the City of Novi*);
 - vi. The proposed use will promote the use of land in a socially and economically desirable manner (*as it fulfills one of the Master plan objectives to attract new businesses to the City of Novi*);
 - vii. The proposed use is listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located;
- b. The applicant has currently provided aerial and on-the-ground images of the site in lieu of a required site plan drawing;
- c. A noise impact statement being performed and shown to be in compliance with Section 5.14.10.B;
- d. Additional landscape screening is required along the rear property line adjacent to the portion of the property abutting Saddle Creek Apartments as recommended by

the City's Landscape Architect, with details of the type and placement of the landscaping following Special Land Use approval and to be installed and inspected prior to the issuance of the Certificate of Occupancy;

- e. 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 Electronic Stamping Set submittal;
- f. *(additional conditions here if any)*

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

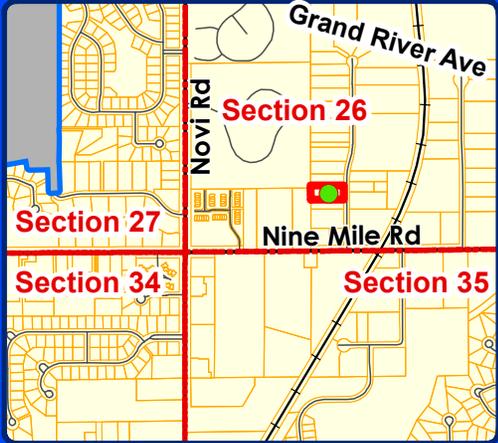
- OR -

Denial – Special Land Use Permit

In the matter of Medstar, JSP23-35, motion to **deny** the Special Land Use Permit *(because the use is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

MAPS
Location
Zoning
Future Land Use
Natural Features

MEDSTAR LOCATION



 Subject Property



City of Novi

Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: James Hill
Date: 8/22/23
Project: MEDSTAR
Version #: 1



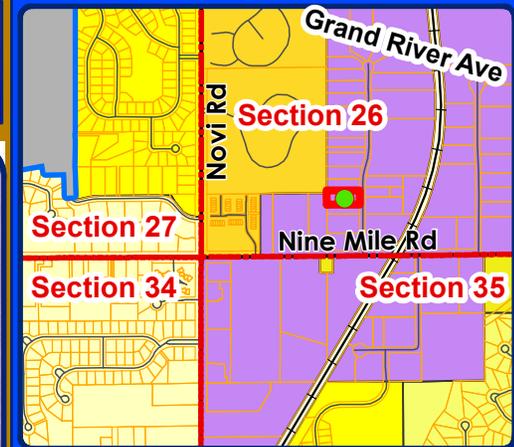
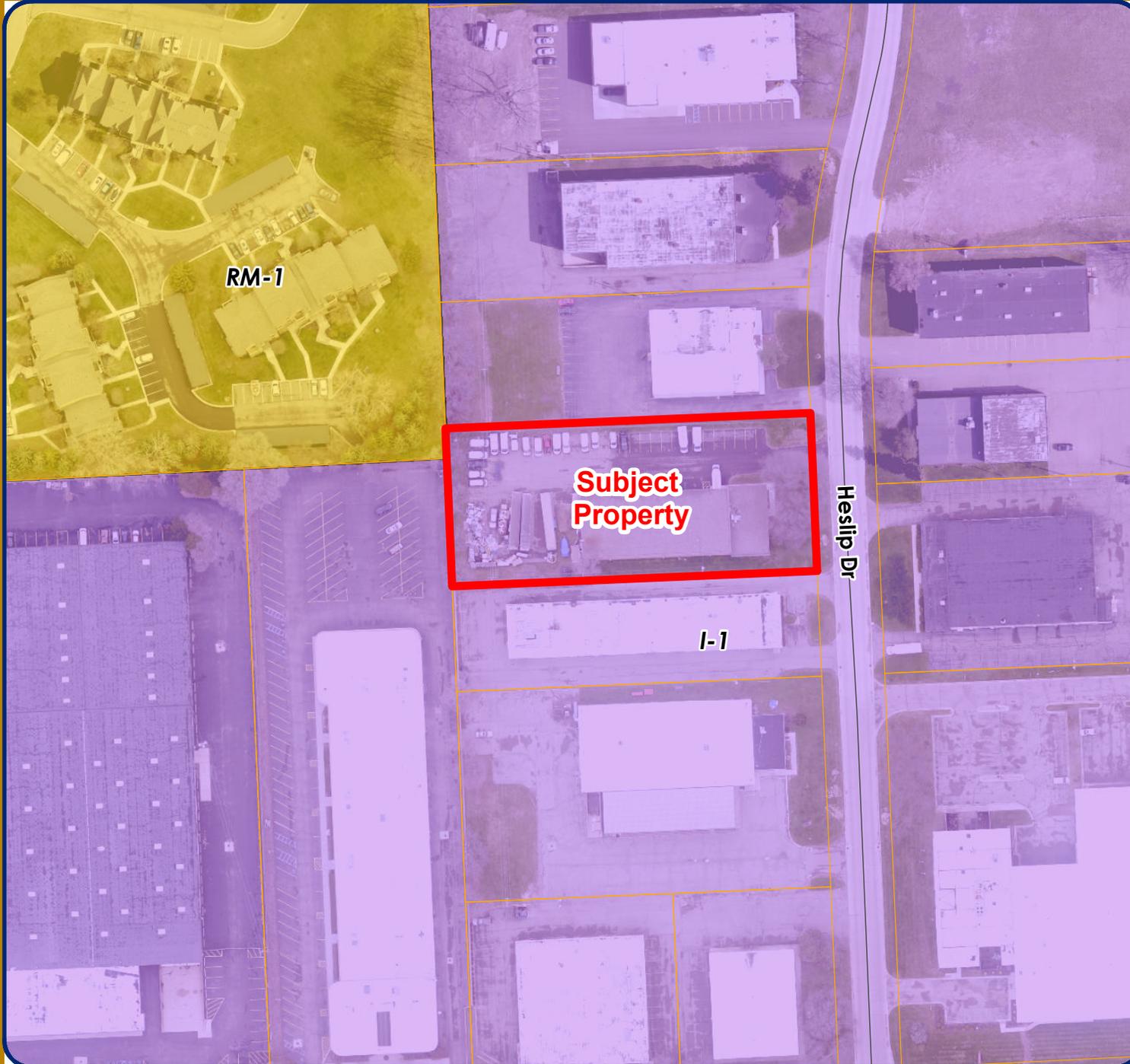
1 inch = 138 feet



MAP INTERPRETATION NOTICE

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

MEDSTAR CURRENT ZONING



Legend

- R-2: One-Family Residential
- R-3: One-Family Residential District
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- I-1: Light Industrial District



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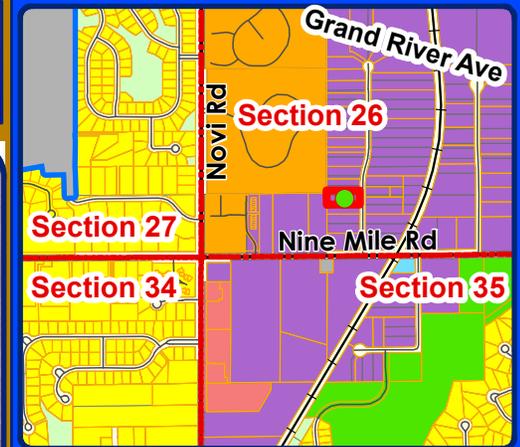
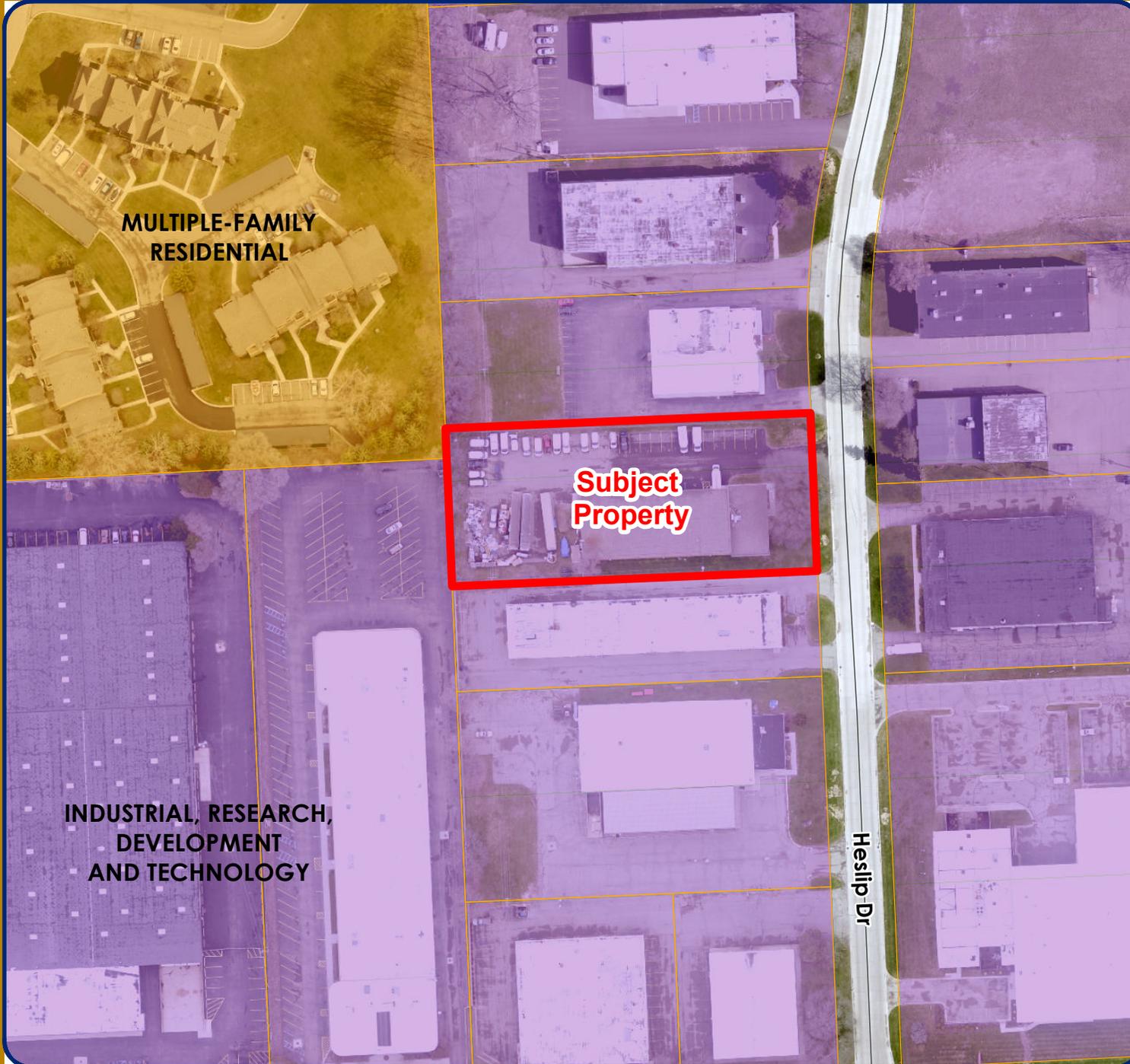
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MEDSTAR FUTURE LAND USE



Legend

- Single Family
- Multiple-Family Residential
- Industrial, Research, Development and Tech
- Local Commercial
- Public Park
- Private Park

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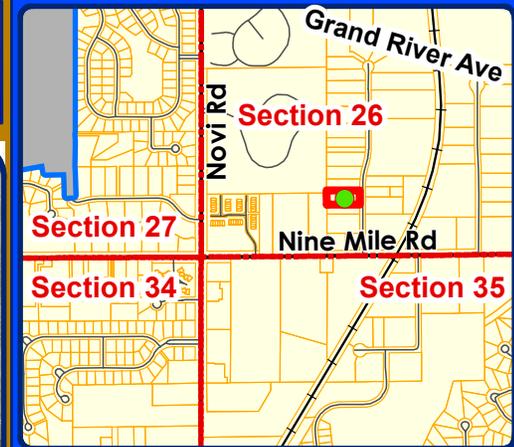
Feet

1 inch = 138 feet

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MEDSTAR NATURAL FEATURES



Legend

-  Wetlands
-  Woodlands



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PLANNING REVIEW



PLAN REVIEW CENTER REPORT

August 22, 2023

Planning Review
MEDSTAR AMBULANCE

JSP 23-35

PETITIONER

Medstar Inc.

REVIEW TYPE

Special Land Use

PROPERTY CHARACTERISTICS

Section	26	
Site Location	22515 Heslip Drive; North of Nine Mile Road, east of Novi Road	
Site School	Novi Community School District	
Site Zoning	I-1 Light industrial	
Adjoining Zoning	North	I-1 Light industrial
	East	I-1 Light industrial
	West	I-1 Light industrial; RM-1 Low-Density Multiple Family
	South	I-1 Light industrial
Current Site	Existing Industrial Building	
Adjoining Uses	North	industrial office use
	East	industrial office uses
	West	industrial office uses; Saddle Creek Apartments
	South	industrial office uses
Site Size	Approximately 1.19 acres	
Plan Date	Submitted August 14, 2023	

PROJECT SUMMARY

The applicant is proposing to use the existing building and site for a private emergency medical service use that includes a garage for emergency vehicles and parking available for the vehicles and crew members' vehicles when parking on site.

The applicant is proposing to reinstate one of the north-facing overhead doors by removing the brick that currently blocks it off. No changes to exterior building façade or exterior site are being proposed at this time, except for some striping of additional parking and barrier free parking. The location is not advertised, and walk-in customers are not encouraged, however an office component is proposed for the supervisor and temporary office staff.

The proposed use is considered an unlisted use. In the past, City Council approved the proposed use of a different ambulance company (Superior Ambulance) for the light industrial zoning district, subject to Planning Commissions' approval of special land use request and other recommended site improvements that would be specific to this location.

RECOMMENDATION

Approval of the Special Land Use is **recommended** contingent on the applicant completing a noise impact statement that shows compliance with the Zoning Ordinance, providing additional screening

per the Landscape review letter, and if the Planning Commission accepts the waiver for not including a formal site plan.

PROJECT HISTORY

The Planning Commission held a public hearing on October 24, 2018 and has recommended approval to City Council for the proposed unlisted use based on the following motion:

In the matter of Unlisted Use Determination, motion to recommend approval to City Council to allow Superior Ambulance, a 24-hour private emergency medical service as the described unlisted use, as an appropriate use subject to Special Land Use Conditions in I-1, Light Industrial District based on the following motion:

- a. *Superior Ambulance is not expressly authorized or contemplated in City of Novi Zoning Ordinance as a as a principal permitted use or a principal permitted use subject to special conditions;*
- b. *The proposed use is an appropriate use in the I-1 District;*
- c. *Additional screening from abutting residential district may be required at the time of Special Land Use Consideration.*

This motion is made because the plan is otherwise in compliance with Article 4, Section 4.87 the Zoning Ordinance and all other applicable provisions of the Ordinance.

At their November 13, 2018 meeting, the City Council considered the unlisted use determination request and indicated its tentative approval based on the following motion:

Approval of the request of Superior Air-Ground Ambulance of Michigan for an Unlisted Use Determination under Section 4.87 of the Zoning Ordinance for use as a 24-hour private Emergency Medical Service business in the I-1, Light Industrial Zoning District, subject to Special Land Use Consideration by the Planning Commission, for the following reasons:

- a. *Superior Ambulance is not expressly authorized or contemplated in City of Novi Zoning Ordinance as a as a principal permitted use or a principal permitted use subject to special conditions;*
- b. *The proposed use is an appropriate use in the I-1 District;*
- c. *Additional screening from any abutting residential district may be required at the time of Special Land Use Consideration.*

This motion is made because the plan is otherwise in compliance with Article 4, Section 4.87 the Zoning Ordinance and all other applicable provisions of the Ordinance.

SPECIAL LAND USE CONSIDERATIONS

An unlisted use would require a Special land use. Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of any Special Land Use:

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service. **It does not generate additional traffic.**
- ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area. **No impacts to public utilities are anticipated.**
- iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats. **No impacts to existing natural features are proposed.**

- iv. Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood. **Additional screening is recommended for compatibility with the surroundings.**
- v. Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan for Land Use. **It fosters new businesses.**
- vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- vii. Whether, relative to other feasible uses of the site, the proposed use is
 - a. listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and
 - b. is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

ORDINANCE REQUIREMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed and incorporated as part of the Final Site Plan submittal:

1. Use Description: The applicant has provided a narrative that describes in detail the operations and hours of operation of the proposed use. A copy of the Unlisted Use Memo is attached to this letter.
2. Noise Impact Statement: The applicant has indicated that the emergency sirens and lights will not be operating until the vehicles are in the public right-of-way. The applicant has not prepared a noise impact statement, however, and must do so for Special Land Use approval. There are concerns with the noise impacts on abutting residential property from the idling vehicles and the use of the northern-facing overhead doors. **Staff recommends performing a noise impact statement that shows compliance with Section 5.14.10.B. Planning Commission approval can be contingent upon a noise impact statement successfully showing compliance.**
3. Screening from abutting residential zoning: The site abuts a multiple family development – Saddle Creek Apartments - to the west. There is an existing 3-foot berm at the shared property boundary, with no fence or landscaping. During the site visit, it was noted that the residential property has some trees that provide some visual buffering, but more should be done on the applicant's I-1 property (see the image below.) **Staff recommends adding additional screening. Please refer to landscape review letter for more details.**



4. Waivers: The application requires a site plan to be submitted to scale for staff review. The applicant has requested a waiver of this requirement since no additional site improvements have been proposed. **A plan showing the landscaping will be required if additional landscape screening is required by the Planning Commission.**
5. Exterior Signage: Exterior Signage is not regulated by the Planning Division or Planning Commission. Sign permit applications are submitted, reviewed and approved as a separate permit. Please contact the Ordinance Division 248.735.5678 for information regarding sign permits.
6. Other requirements:
 - a. Street and Project Name: Not applicable
 - b. Pre-Construction Meeting: A Pre-construction meeting is not required for this project.
7. Other Reviews
 - a. Landscape Review: Landscape recommends approval, provided the applicant agrees to provide the screening as requested in the review letter.
 - b. Fire Review: Fire does not have any objections at this time and will conduct further review when the applicant proposes building or site changes.

NEXT STEP: PLANNING COMMISSION MEETING

A special land use requires a public hearing and the approval is subject to Planning Commission's discretion. The special land use is currently scheduled for Planning Commission on August 30, 2023. **Please provide a response letter addressing comments provided in this letter, and the accompanying review letters, prior to 3pm on August 25, 2023.**

CHAPTER 26.5

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0547 or jhill@cityofnovi.org.



James Hill – Planner

UNLISTED USE MEMO

MEMORANDUM



TO: MEMBERS OF THE PLANNING COMMISSION
FROM: JAMES HILL, PLANNER
THROUGH: BARBARA MCBETH, AICP, CITY PLANNER
SUBJECT: UNLISTED USE DETERMINATION FOR MEDSTAR INC
DATE: AUGUST 22, 2023

Section 4.87 of the City of Novi Zoning Ordinance contains provisions for an Unlisted Use Determination, which allows the City Council, after review and recommendation by the Planning Commission, to determine the appropriate zoning district for a specific use that may not be listed in the Zoning Ordinance. A copy of the Unlisted Use ordinance language (Section 4.87) is attached to this memo.

The request under consideration concerns whether to allow for an ambulance service, staging, and dispatch business within a specific zoning district in the City of Novi. Medstar Inc. has a contract with the City to provide services to the community and surrounding facilities. Planning staff has determined that the situation is similar to when Superior Ambulance was granted approval for their proposed unlisted use determination request. The details for their approval is laid out below.

On October 24, 2018, the Planning Commission held a Public hearing and recommended approval to City Council for the proposed unlisted use determination request for Superior Ambulance, a 24-hour private emergency medical service as the described unlisted use, as an appropriate use subject to Special Land Use Conditions in I-1, Light Industrial District based on the following motion:

- a. *Superior Ambulance is not expressly authorized or contemplated in City of Novi Zoning Ordinance as a as a principal permitted use or a principal permitted use subject to special conditions;*
- b. *The proposed use is an appropriate use in the I-1 District;*
- c. *Additional screening from any abutting residential district may be required at the time of Special Land Use Consideration.*

The motion is made because the plan is otherwise in compliance with Article 4, Section 4.87 of the Zoning Ordinance and all other applicable provisions of the Ordinance.

On November 13, 2018, the City Council considered and approved the unlisted use determination request for Superior Air-Ground Ambulance of Michigan for use as a 24-hour private Emergency medical Service business in the I-1, Light Industrial Zoning District, subject to Special Land Use Consideration by the Planning Commission, for the following reasons:

- a. *Superior Ambulance is not expressly authorized or contemplated in City of Novi Zoning Ordinance as a as a principal permitted use or a principal permitted use subject to special conditions;*
- b. *The proposed use is an appropriate use in the I-1 District;*
- c. *Additional screening from any abutting residential district may be required at the time of Special Land Use Consideration.*

The motion is made because the plan is otherwise in compliance with Article 4, Section 4.87 of the Zoning Ordinance and all other applicable provisions of the Ordinance.

It has been determined by staff and the City attorney that the proposed use by Medstar, Inc. for a private ambulance service, staging, and dispatch business in the I-1, Light Industrial Zoning District does not need to go through the same processes that Superior Ambulance did in 2018 to have their unlisted use request approved. Medstar Inc. will, however, remain subject to Special Land Use Consideration by the Planning Commission.

The applicant has identified a building and site at 22515 Heslip Drive. It is located north of Nine Mile Road and east of Novi Road. The existing building used to include a gymnastics business and is currently vacant. The applicant is not proposing any changes to the existing façade or the site, except for repainting parking spaces for the emergency vehicles and crew members' vehicles. Deployment of up to eight vehicles during the day is proposed, with each vehicle requiring three parking spaces.

The applicant is proposing to reinstitute an overhead door that is currently bricked off, as shown in the images provided. This will allow for the vehicles to enter the garage in one door for cleaning and stocking and exit out the other. Vehicle maintenance will not take place at this location. When not in use, emergency vehicles will be parking outside, and engines will be off.

The Planning Commission is asked to review the applicant's narrative and images, which are attached, along with staff's comments and determine whether or not the use would be appropriate as a Special Land Use in all I-1 Light Industrial Districts, subject to the screening and buffering requirements that would be reviewed as a part of the Special Land Use consideration.

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

August 22, 2023
Medstar
SLU Concept Plan – Landscaping Review

Review Type

SLU Concept Plan Landscape Review

Job #

JSP23-0035

Property Characteristics

- Site Location: 22515 Heslip Drive
- Site Acreage: 1.19 ac.
- Site Zoning: I-1
- Adjacent Zoning: North, East, South: I-1; West: I-1/RM-1
- Plan Date: No plans were provided

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.

As no plan is provided and no site plan changes are provided, this letter is limited to the impact of the proposed use on the adjacent multi-family use west of the project.

RECOMMENDATION:

This project is **recommended for approval, contingent on the applicants agreement to add the required screening noted below.**

Ordinance Considerations

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

1. 29 feet of the western property line is shared with the Saddle Creek Apartments.
2. A berm about 3 feet tall with no fence or landscaping exists on the site along that frontage.
3. There is approximately 10 feet of green space between the property line and the existing parking area.
4. Tall evergreen trees that are either dead or in very weak condition and a tall black walnut tree on the Saddle Creek property provide some visual buffering from the site.
5. Heavy grape vines seem to be covering a fence along the property line.
6. Per the ordinance, a 10-15 foot tall landscaped berm is required between I-1 properties and a residentially zoned and/or used property.
7. While the existing trees reach well over 20 feet in height, that screening is dependent on the trees' health and continued maintenance by the apartment complex.
8. **In order to provide continued buffering for the residences, additional screening should be provided on the I-1 property. A line of densely planted evergreens that will reach a height of at least twelve feet and provide 80% opacity in the winter and 90% opacity in the summer should be provided between the parking lot and the property line shared with the Saddle Creek Apartments. The plantings should be tolerant of juglones since the black walnut tree is close to where the evergreens would be.**

General Landscaping Note:

To bring the site into compliance with Zoning Ordinance Section 5.5.6, please replace all landscape missing from the site's original landscape plan, including a canopy tree in the northeast corner of the parking lot (across the entry drive from the building).

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



Rick Meader – Landscape Architect

APPLICANT NARRATIVE, IMAGES, AND RESPONSE LETTER



City of Novi Planning Commission
45175 Ten Mile Road
Novi, MI 48375

July 17, 2023

Dear Planning Commission Members,

The purpose of this letter is to respectfully request the planning commission to review Medstar's intended use for the property located at 22515 Heslip Drive, Novi, MI., 48375, pursuant to the *Unlisted Use Determination*, Article 4.87 of the City of Novi Zoning Ordinance.

Medstar Inc. (Medstar Ambulance or Medstar) is a non-profit community service owned by the Ascension, Henry Ford, and McLaren Health Systems, and has proudly served Southeastern Lower Michigan for over thirty years. Medstar provides primary 911 service to several communities in Macomb, Oakland, Wayne, Lapeer, Genesee, and Bay Counties. In addition to our 911 service, Medstar also provides inter-facility patient transportation for our three owner health systems. As a part of our commitment to our owner health systems and the patients they serve, Medstar is seeking to establish a presence in the City of Novi so that we may better serve the Ascension Novi hospital. Additionally, Medstar has entered a bid for the City of Novi ambulance contract; however, our plan for a presence in the city is not dependent on whether or not we are awarded the contract.

In order for you to take our request under consideration, it would be helpful to briefly explain our deployment model. Medstar runs what is known as a "system status management" deployment model. Our ambulance personnel report to single location where they are assigned their ambulance for the shift. Each in-service ambulance requires two personnel, herein referred to as "the crew". Once the crew performs their required vehicle restocking and beginning of shift truck check, they place themselves in service with our communications center. At that time the communications center assigns them a "post". A post is basically a staging location which can consist of two intersecting roads (where the crew will park in a nearby parking lot), or it can be one of the facilities we serve. The crew will remain at post until they are assigned a call. At no time would we expect a crew to be dispatched to an emergency from the Heslip Drive location; therefore, the use of sirens would not be a concern to our neighbors. Our deployment model follows our established pattern of request. Usually beginning at 7:00 am we will begin deploying ambulances; however, not all eight of our planned ambulances will deploy at that time. Deployment will continue hourly or every couple of hours until we have achieved peak deployment for the day. Crews will then return to the Heslip Drive location for the end of their shift. We will also deploy night crews; however, we do not expect we will have all eight ambulances in service around the clock.

Medstar's plan for the Heslip Drive location is as follows:

- Deployment of up to eight ambulances during the day (Monday through Friday, with less on the weekends).
- Deployment of ambulances during the overnight hours, but not all eight.
- Employees will park in the established parking spaces.
- Each ambulance requires three parking spots (one for the ambulance and one for each crew member).
- Vehicles will pull into the building through the established garage doors, and stocking and cleaning will take place.
- All ambulances, when not in use, will be parked outside and engines will be off.
- Siren use will be prohibited.
- The office area will be setup to be utilized by supervisors and management; however, there will not be office personnel regularly scheduled to report to work there.
- Any utilization of the office space will be during regular business hours, Monday through Friday.
- The location will not be advertised.
- Signage will be placed on public-facing doors, indicating this is not a medical facility and if an emergency exists to dial 911 (required by our accrediting agency).
- Vehicle maintenance will not take place at this location.
- Building will not be occupied 24/7
- When unoccupied, building will be secured.

If approved to move forward, this will be the thirteenth station Medstar operates. Medstar has always strived to develop and maintain excellent working relationships with the government officials and our neighbors, wherever we have an established deployment location. We look forward to building these same relationships with the City of Novi Government, as well as our potential neighbors on Heslip Drive.

I would like to thank you in advance for taking the time to consider our request. Myself or a representative from Medstar can be available to answer any questions or provide clarity if needed.

Respectfully,



Scott Hicks
Director of Organizational Improvement

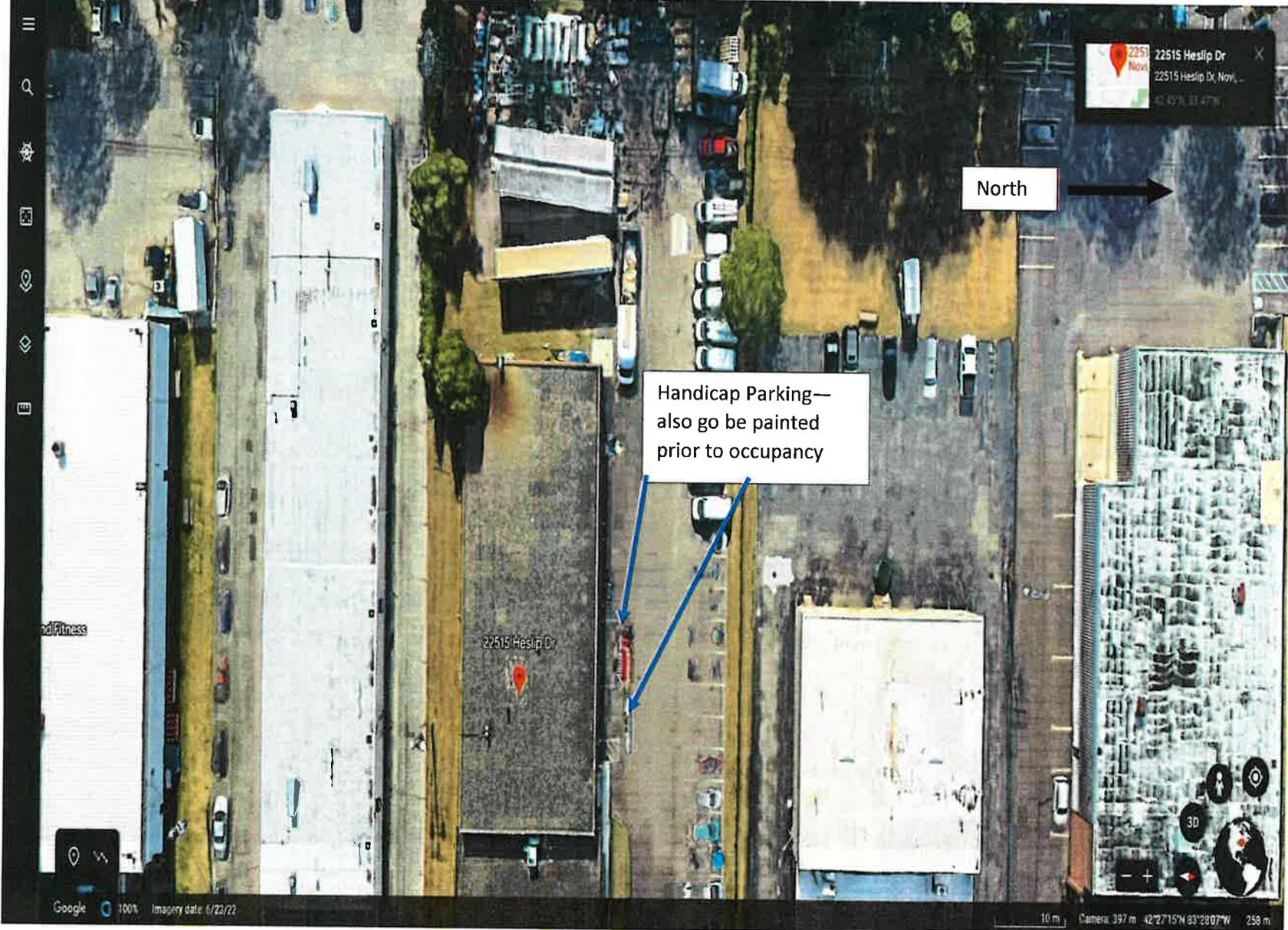






Established Parking spaces:
27 spaces along north
11 spaces along west
All parking spaces are going to be painted prior to occupancy

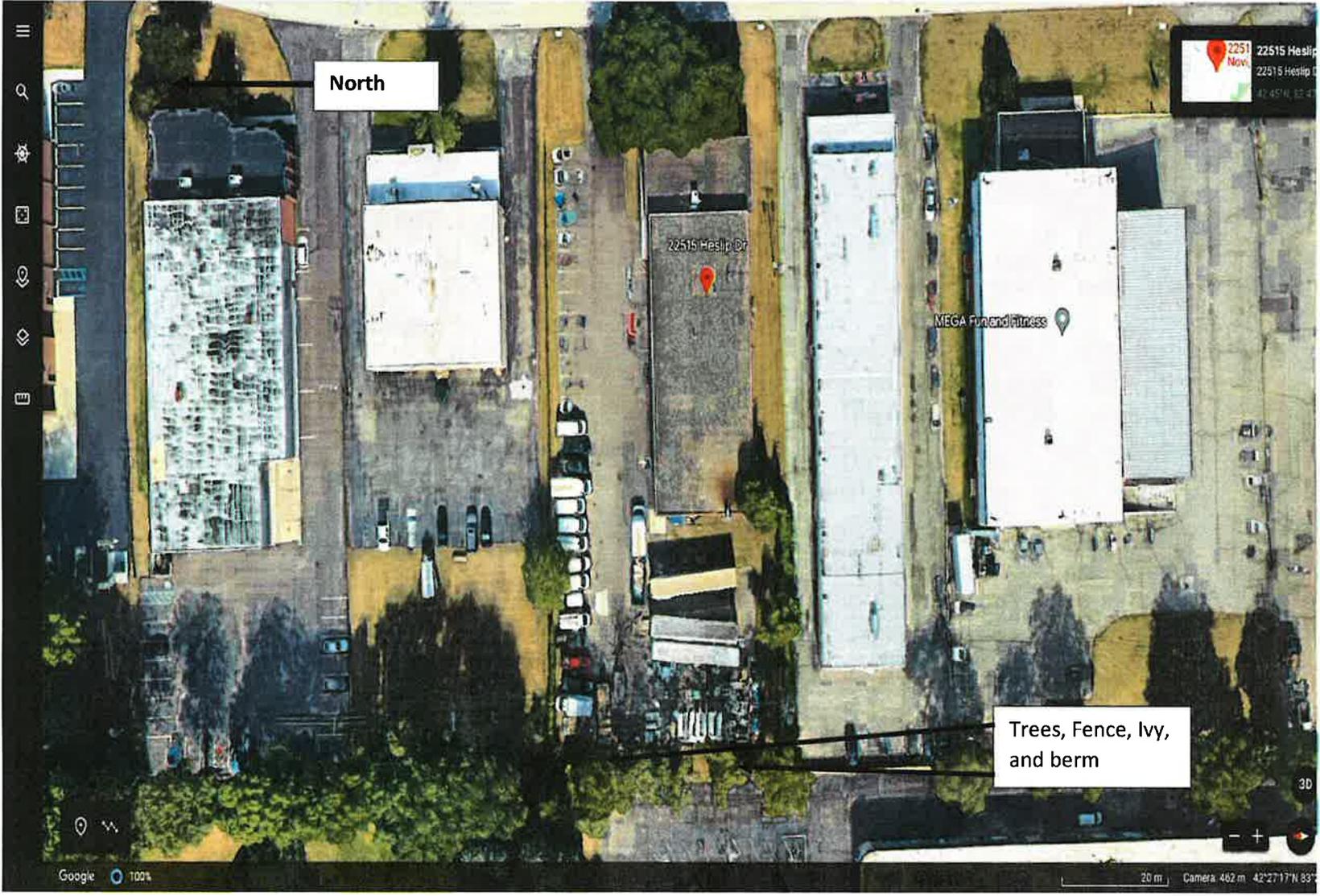
North



Handicap Parking—
also go be painted
prior to occupancy

North

22515 Heslip Dr
22515 Heslip Dr, Novi, MI 48245
42.454°N, 83.477°W



North

22515 Heslip Dr

MEGA Fun and Fitness

Trees, Fence, Ivy,
and berm

22515 Heslip
22515 Heslip D
42°27'17\"/>



View from parking area. Both doors will be utilized as employee entrances.



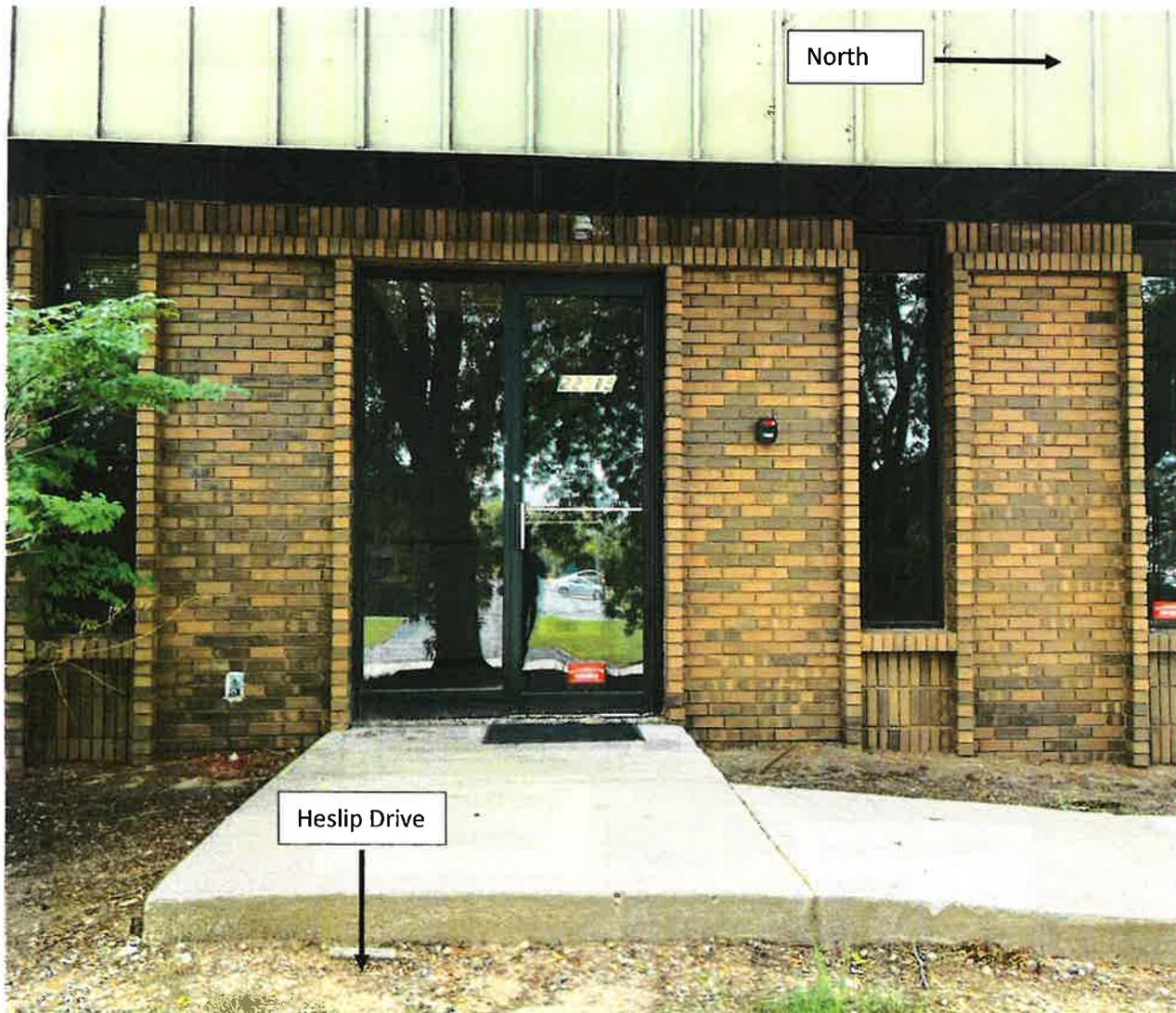
Supervisor, temporary office staff, and public entrance.

Employee entrance

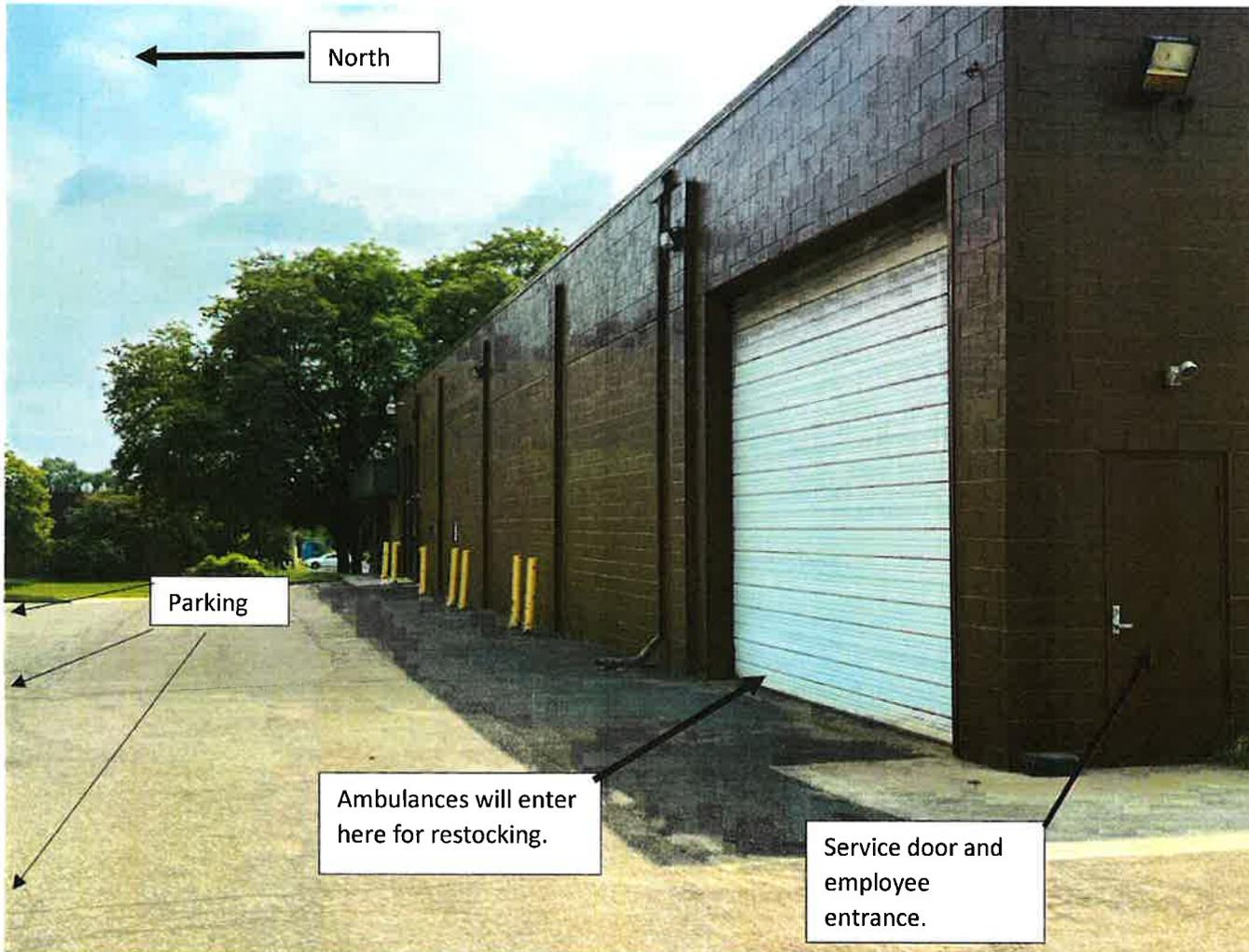
View from driveway entrance.



Heslip facing entrance.



Though we do not anticipate any public access, this would be the entrance the public would use. This is the Heslip facing entrance; to be used primarily by supervisor and temporary office staff. The initial plan is to not have this occupied by office staff; however, any temporary staff would be present during normal business hours.



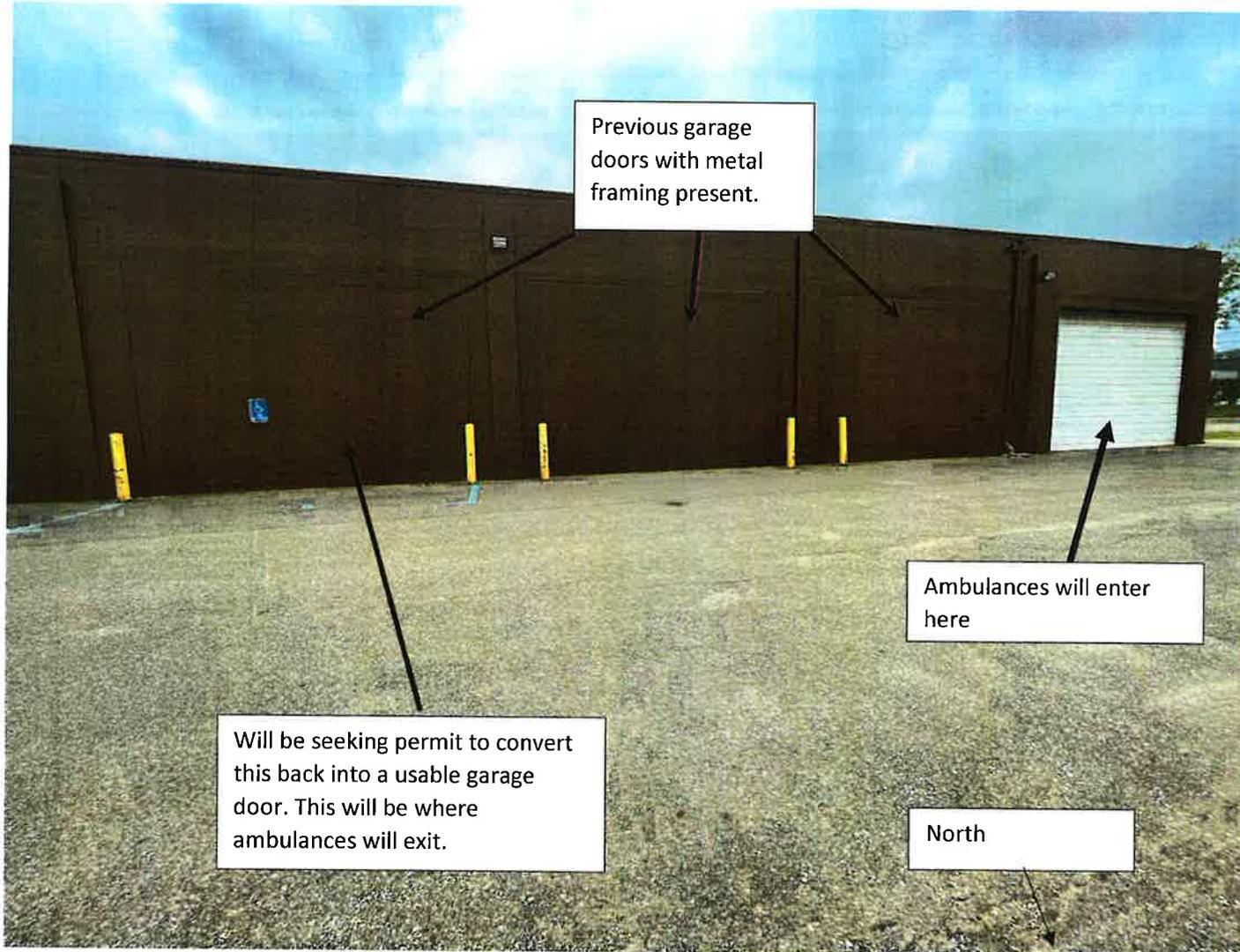
North

Parking

Ambulances will enter here for restocking.

Service door and employee entrance.

View from West looking East



Previous garage doors with metal framing present.

View from North looking South.

Ambulances will enter here

Will be seeking permit to convert this back into a usable garage door. This will be where ambulances will exit.

North



City of Novi Planning Commission
45175 Ten Mile Road
Novi, MI 48375

August 25, 2023

Dear Planning Commission Members,

I am in receipt of the report from the Plan Review Center (JSP 23-35) relating to our request for Special Land Use. I appreciate the reviewer's time and feedback relating to our request. This letter is to specifically address the recommendations set forth in report, and what actions have been or will be taken to ensure we meet or exceed said recommendations.

1. **Noise impact statement:** I have already begun the process of obtaining an architect or engineer (as required in Section 5.14.10.B of the Zoning Ordinance). Upon completion and receipt of the noise impact statement, it will be immediately conveyed to James Hill.
2. **Landscape review and recommendations:**
 - a. I have been in contact with several landscape companies and will be scheduling time to obtain estimates to address the required additional screening along the property line shared with the Saddle Creek Apartments. Landscapers will be provided a copy of the zoning ordinance along with a copy of the Plan Review Report, to ensure all requirements and recommendations are met.
 - b. A canopy tree will also be placed at the northeast corner of the parking lot.

As suggested in the report, I will be contacting Sarah Marchioni to ensure we are obtaining any required permits.

I want to once again thank the members of the review team for their time and feedback.

Respectfully,

A handwritten signature in dark blue ink, appearing to read "Scott Hicks". The signature is fluid and cursive, with a prominent initial "S" and "H".

Scott Hicks
Director of Organizational Improvement