



CATHOLIC CENTRAL ADDITION JSP25-32

JSP25-32 CATHOLIC CENTRAL CLASSROOM ADDITION

Public hearing at the request of Catholic Central High School for Planning Commission's approval of revised Special Land Use Permit, Preliminary Site Plan and Stormwater Management Plan. The applicant is proposing an addition to the southeast area of the main building.

Required Action

Approve/Deny the revised Special Land Use permit, Preliminary Site Plan with phasing, Woodland Permit and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	12.12.25	<ul style="list-style-type: none">• Waiver of requirement to provide noise impact statement• ZBA variance requested to allow 4000K lighting fixtures to match existing campus• Items to be addressed in Final Site Plan submittal
Engineering	Approval recommended	12.12.25	<ul style="list-style-type: none">• Items to be addressed in the Final Site Plan submittal
Landscaping	Approval recommended	11.25.25	<ul style="list-style-type: none">• Items to be addressed in Final Site Plan
Wetland	Not applicable		<ul style="list-style-type: none">• No impacts proposed
Woodland	Approval recommended	12.11.25	<ul style="list-style-type: none">• Woodland Use Permit for removal/impact to 8 regulated trees• Items to be addressed in Final Site Plan
Traffic	Not applicable		
Façade	Approval recommended	12.11.25	<ul style="list-style-type: none">• Full compliance with Ordinance
Fire	Approval recommended	12.1.25	<ul style="list-style-type: none">• Meets Fire Department Standards

Motion sheet

Approval – Revised Special Land Use Permit

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **approve** the Revised Special Land Use permit based on the following findings:

- 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. *The applicant states student enrollment will not increase as a result of the new facilities, and therefore traffic will not increase in any significant way. An additional four employees are anticipated. No changes to exterior or interior drives are proposed with this project.*
 - 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 service existing and planned uses in the area. *The new learning spaces will accommodate functions that are currently taking place in the school, so no significant impact on public services and facilities is anticipated. No new restrooms are proposed. The student, faculty and staff population will remain consistent.*
 - iii. The proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats because *the addition will be built on an area of lawn with only 8 trees impacted by removal or critical root zone potential damage.*
 - 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, because *the use of the property has been and will remain a school and the number of students is not increasing. The classroom addition is relatively small compared to the existing school footprint, and is located away from adjacent residential areas. The placement of the addition will not be visible from surrounding properties.*
 - v. The proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use, because *it complies with Future Land Use map designation of Public/Quasi-public.*
 - vi. The proposed use will promote the use of land in a socially and economically desirable manner, because *the investment in school facilities creates jobs and helps meet the needs of students.*
 - vii. The proposed use was previously approved by the Planning Commission for Special Land Use permit at this location. The addition represents a minor physical expansion of the use, and therefore revision of the previous permit. The dimensional requirements of the ordinance are met.

b. Additional comments here if any

(This motion is made because the plan is otherwise in compliance with Article 3.1.5, Article 4, Article 5 and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

- AND -

Approval – Preliminary Site Plan and Phasing Plan

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **approve** the Preliminary Site Plan and Phasing Plan based on and subject to the following:

- a. Waiver of the requirement to provide a Noise Impact Statement, as there are no new outdoor uses proposed, and the applicant has provided noise data showing the new rooftop mechanical equipment will not exceed the performance standards at the property line, which is hereby granted.
- b. Zoning Board of Appeals variance to be requested to allow the lighting fixtures to exceed the 3000K maximum Color Correlated Temperature.
- c. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- d. (additional conditions here if any).

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

-AND-

Approval – Woodland Permit

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **approve** the Woodland Permit based on and subject to the following:

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

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

- AND -

Approval – Stormwater Management Plan

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **approve** the Stormwater Management Plan, based on and subject to:

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

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

- OR -

Denial – Revised Special Land Use Permit

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **deny** the Revised Special Land Use permit as the project does not comply with the findings required for Special Land Use approval ... (because the plan is not in compliance with Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

-AND-

Denial – Preliminary Site Plan and Phasing Plan

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **deny** the Preliminary Site Plan and Phasing Plan... (because the plan is not in compliance with Article 3, Article 4 and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

-AND-

Denial – Woodland Permit

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **deny** the Woodland Permit... (because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

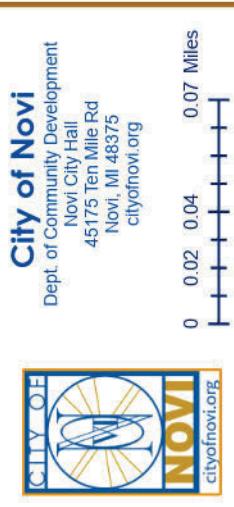
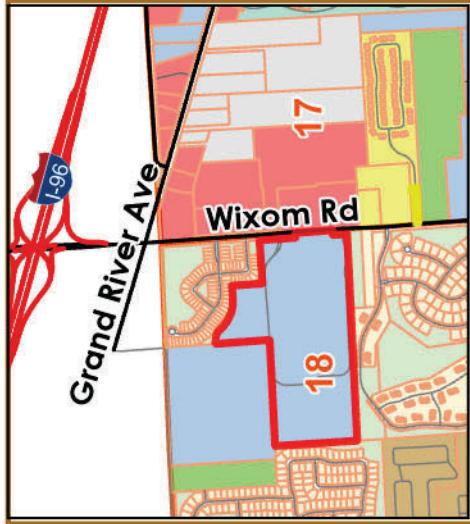
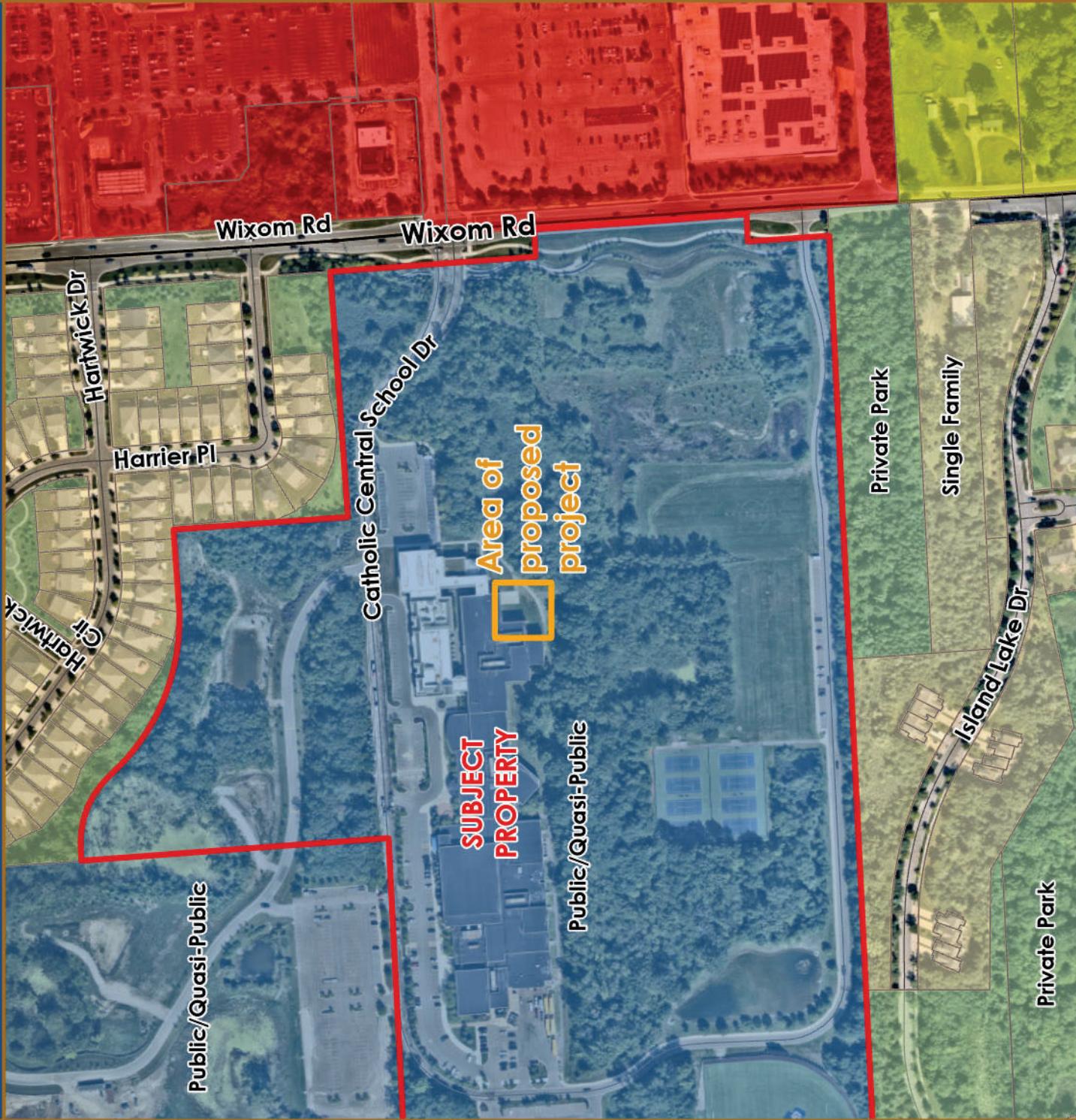
-AND-

Denial – Stormwater Management Plan

In the matter of JSP25-32 Catholic Central Classroom Addition, motion to **deny** the Stormwater Management Plan... (because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

MAPS
Location
Zoning
Future Land Use
Natural Features

JSP25-32 CATHOLIC CENTRAL ADDITION FUTURE LAND USE

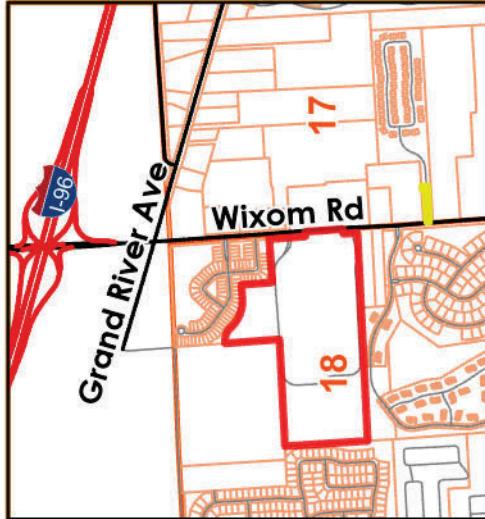


Map Author: Lindsay Bell
Date: 1/7/26
Project: CC Addition
Version #: 1

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.

JSP25-32 CATHOLIC CENTRAL ADDITION

LOCATION



Sections



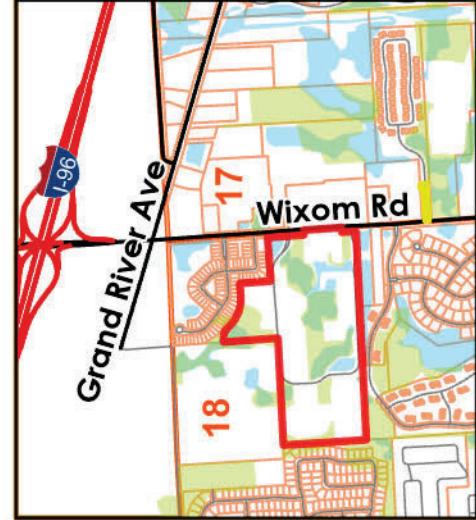
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Map Author: Lindsay Bell
Date: 1/7/26
Project: CC ADDITION
Version #: 1

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.

JSP25-32 CATHOLIC CENTRAL ADDITION

NATURAL FEATURES

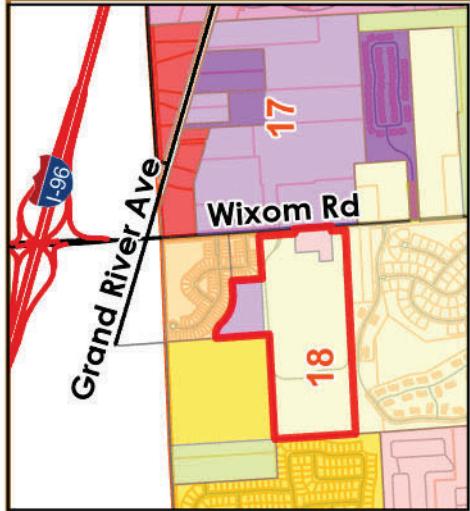
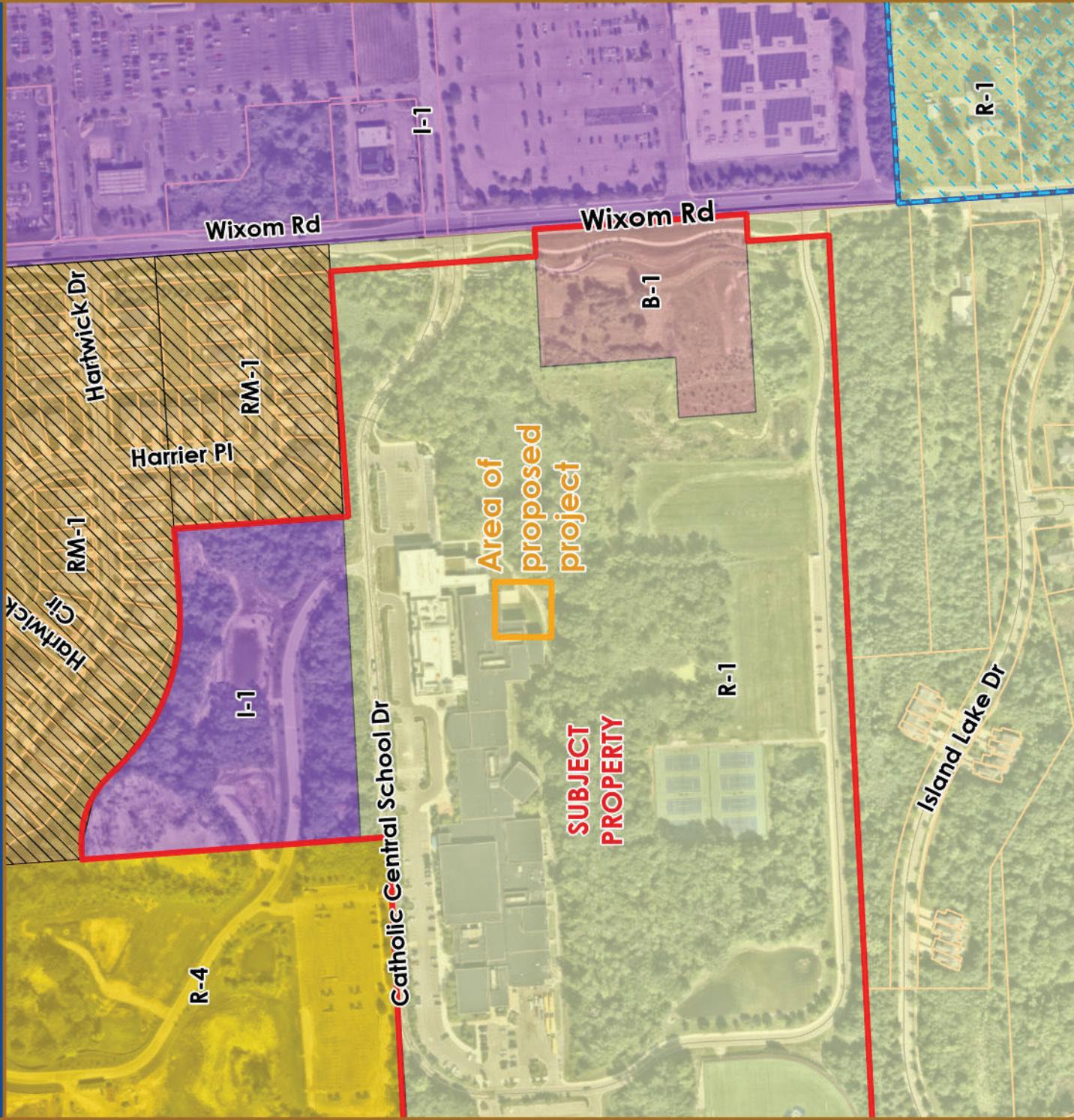


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Map Author: Lindsay Bell
Date: 1/7/26
Project: CC Addition
Version #: 1

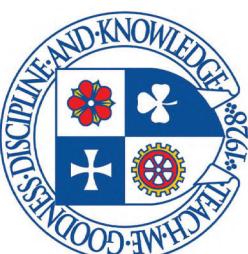
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JSP25-32 CATHOLIC CENTRAL ADDITION ZONING



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.

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



PRELIMINARY SITE PLAN FOR CLASSROOM ADDITION CATHOLIC CENTRAL HIGH SCHOOL SECTION 18, NOVI, MICHIGAN

APPLICANT/OWNER:

CATHOLIC CENTRAL HIGH SCHOOL
2722 WIXOM ROAD
NOV. MI 48107
PHONE: (248) 996-3890
CONTACT: MICHAEL WILSON

CIVIL ENGINEER/LAND SURVEYOR:

ZEMET WOZNIAK AND ASSOCIATES, INC.
5580 GRAND RIVER, SUITE 100B
NEW HOLLAND, MI 48105
PHONE: (248) 337-5909 FAX: (248) 437-5222
CONTACT: ANDY WOZNIAK

WETLAND/WOODLAND CONSULTANT:

BARE ENGINEERING
3005 BORDWALK DR
ANN ARBOR, MI 48108
PHONE: (734) 224-4414
CONTACT: FRAN THOMPSON

LANDSCAPE ARCHITECT:

GRASSMEYER ASSOCIATES
1500 N. DOWD HILL DRIVE
PLYMOUTH, MI 48108
PHONE: (248) 347-4970
CONTACT: RICH HOLDEK

ARCHITECT:

VG CONSTRUCTION
1540 CLEA STREET
TROY, MI 48098
PHONE: (248) 823-2100
CONTACT: ADRIAN LATONA
S. VIG

CONSTRUCTION MANAGER:

CCE GROUP
10000 CLOUDY SKIES
DETROIT, MI 48236
PHONE: (313) 291-1000
CONTACT: JOSEPH S. VIG

SHET INDEX:

CIVIL DRAWINGS:
COVERAGE
CONSTRUCTION CONDITIONS PLAN
DEMOLITION PLAN
SITE PAVING & GRADING PLAN
WATERMAIN PLAN
SANITARY SEWER PLAN
SOIL EROSION CONTROL PLAN
DRAINAGE CONDITIONS PLAN
ARCHITECTURAL DRAWINGS:
LANDSCAPE PLAN & DETAILS
SITE ELECTRICAL DRAWINGS:
PHOTOMETRIC PLAN
2 OF 2
SPECIFICATIONS
PHASING/MANAGEMENT:
Construction will be completed in two phases. Phase 1 will include regrading the existing secondary
driveway and installing the new secondary driveway and roadway. Construction
Phase 2 will be completed after the balance of the work, including completion of the building addition
and addition of the balance of the building addition.

LANDSCAPE DRAWINGS:

LANDSCAPE PLAN & DETAILS
SITE ELECTRICAL DRAWINGS:
PHOTOMETRIC PLAN
2 OF 2
SPECIFICATIONS
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LANDSCAPE ELEVATIONS:

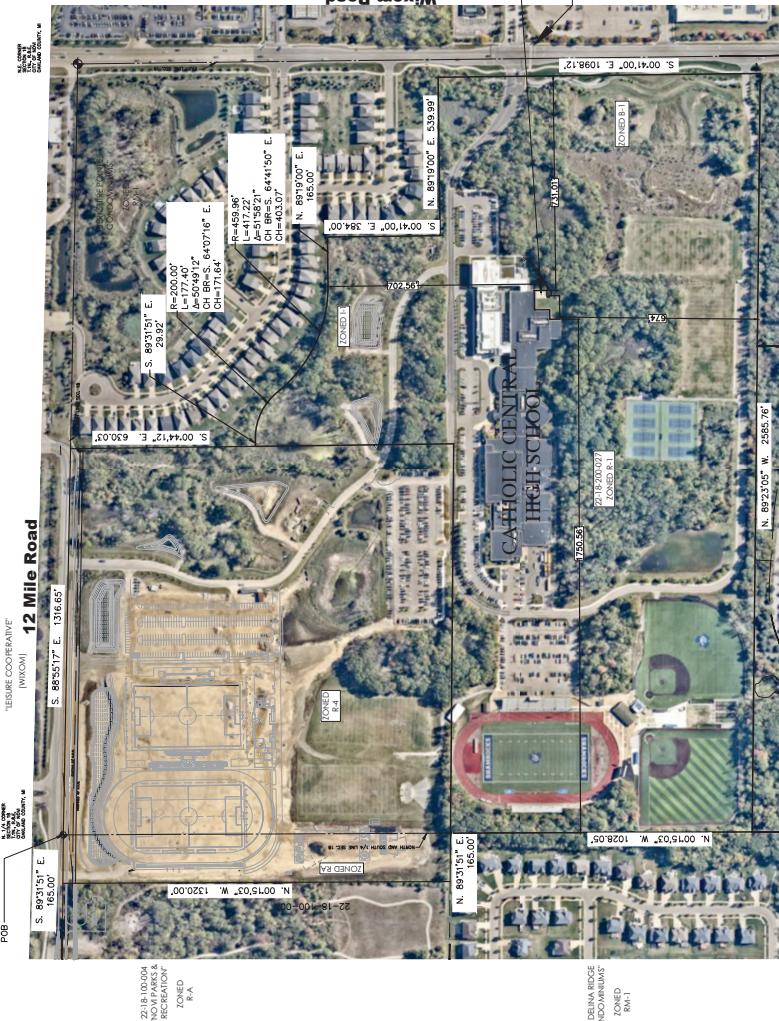
LANDSCAPE ELEVATIONS
LANDSCAPE DRAWINGS:

LANDSCAPE RENDERINGS:

LANDSCAPE RENDERINGS
LANDSCAPE DRAWINGS:

LANDSCAPE DRAWINGS:

LANDSCAPE DRAWINGS
LANDSCAPE DRAWINGS:



SITE MAP

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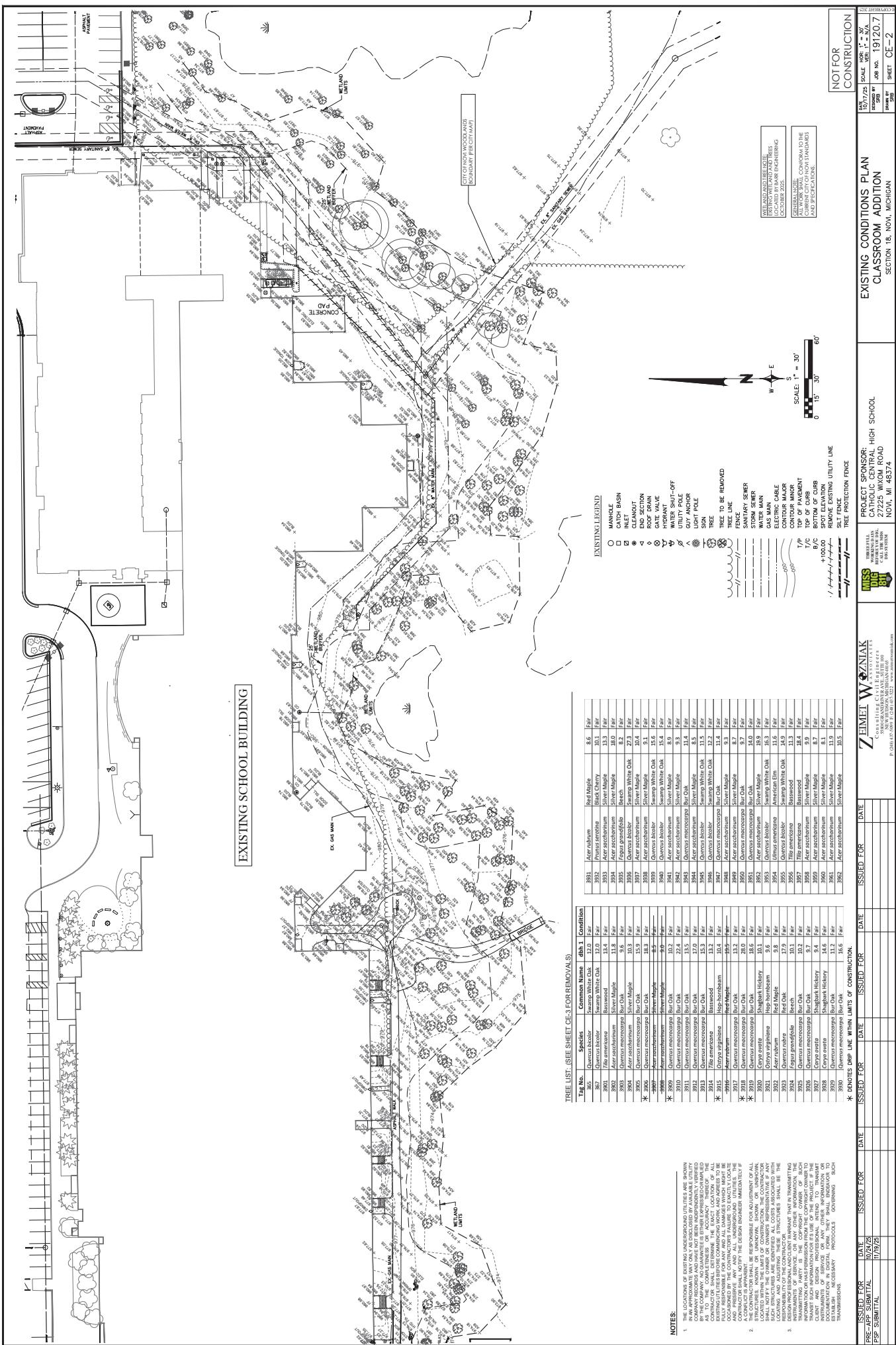
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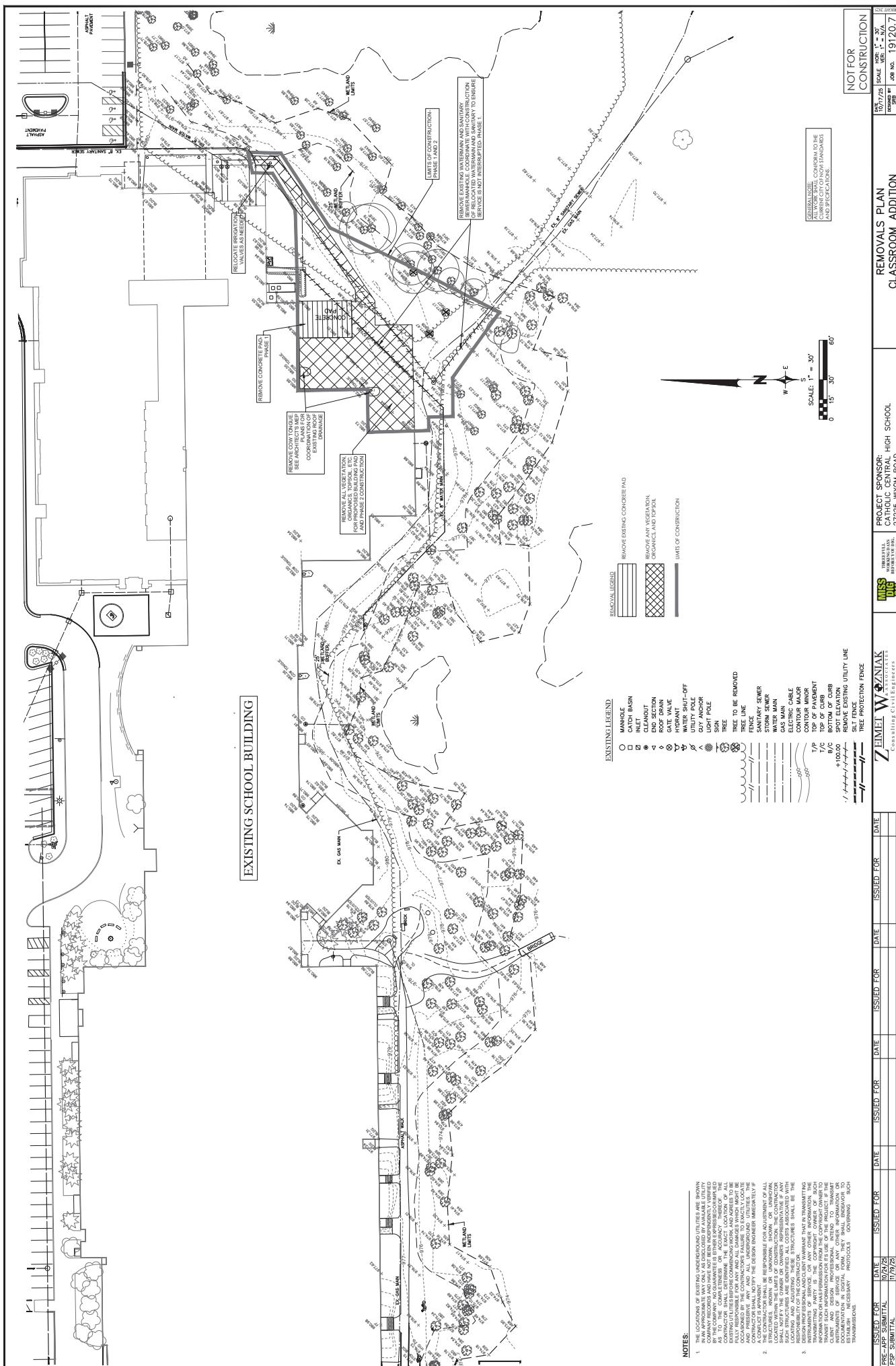
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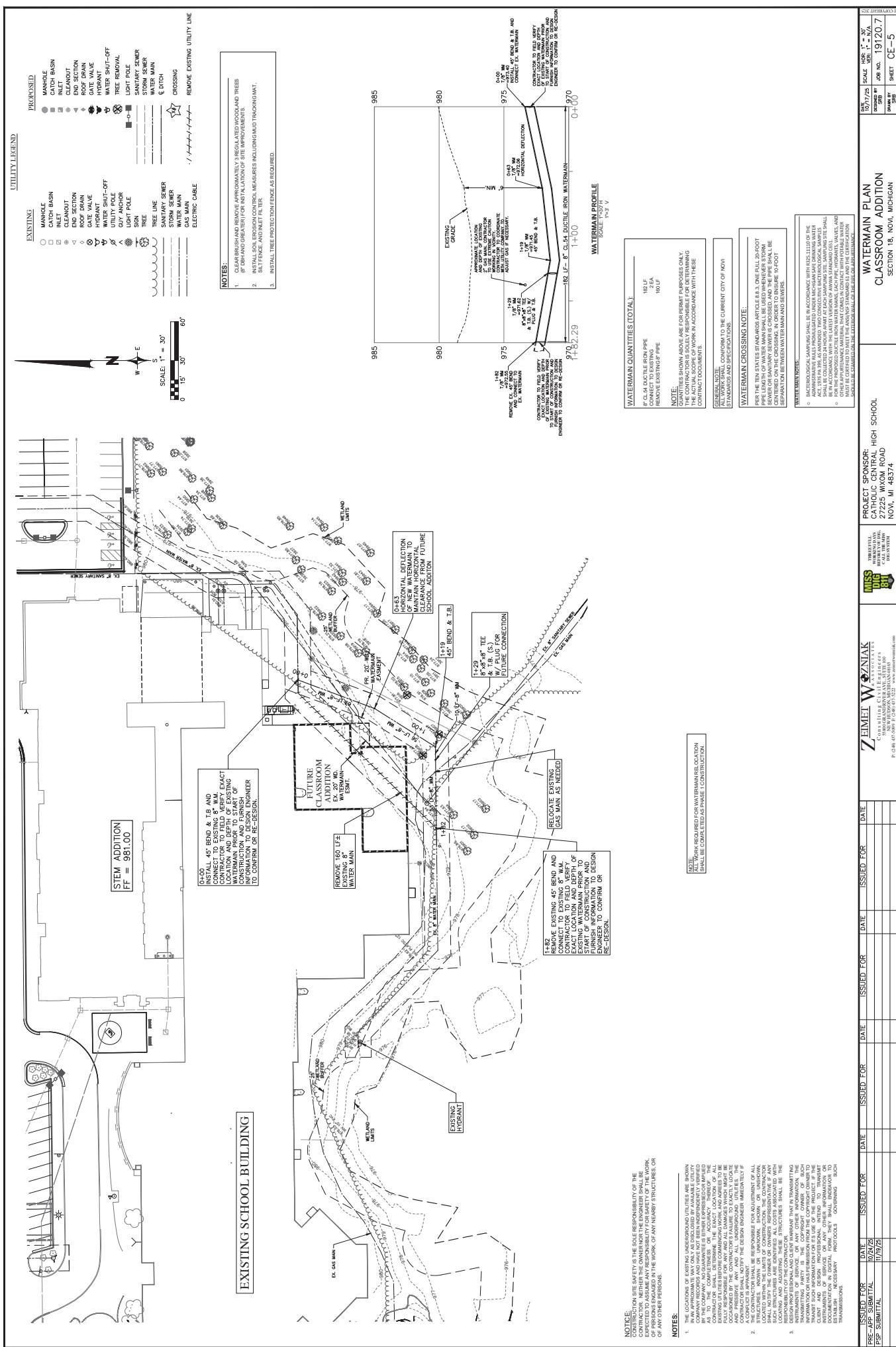
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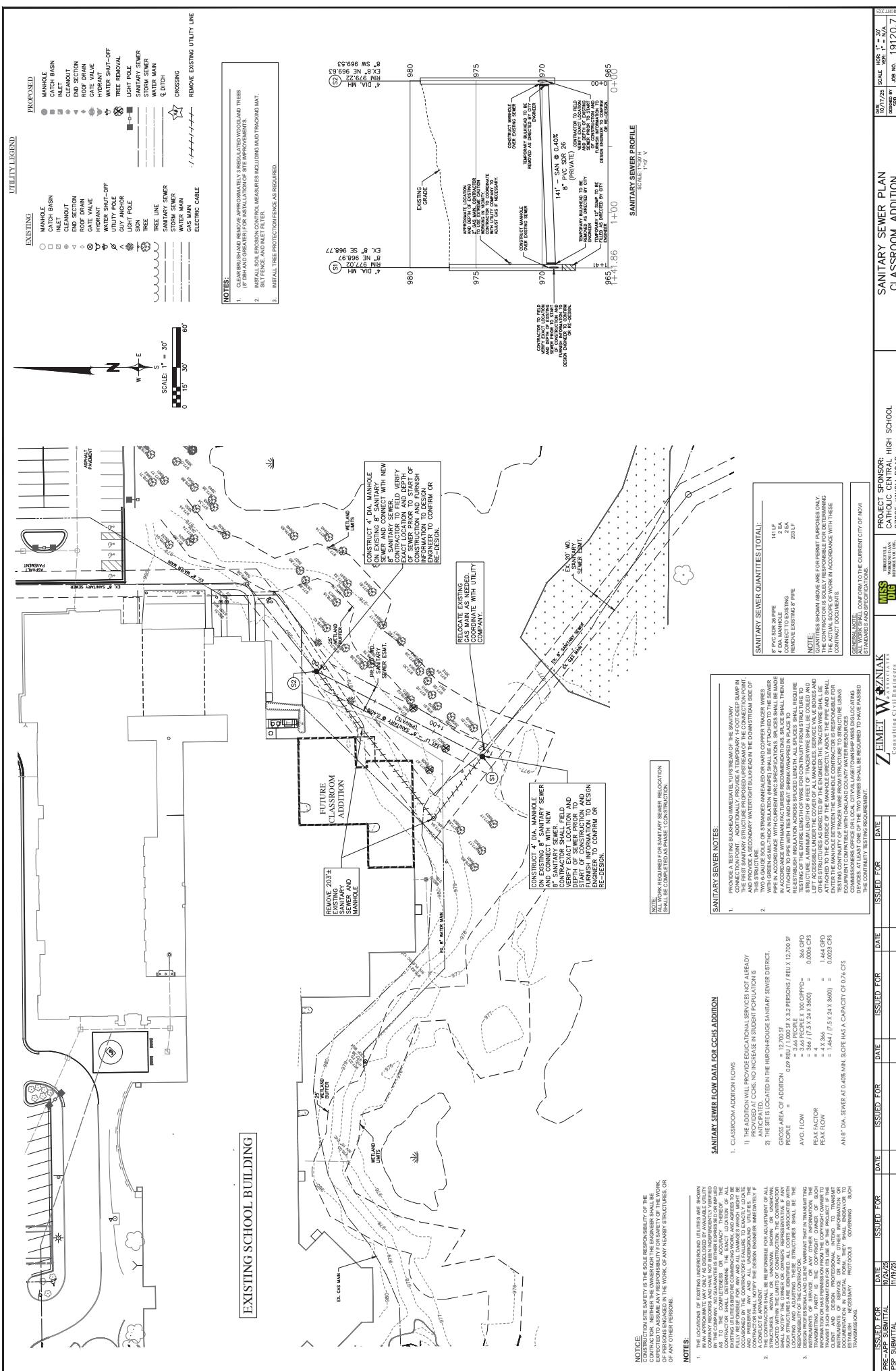
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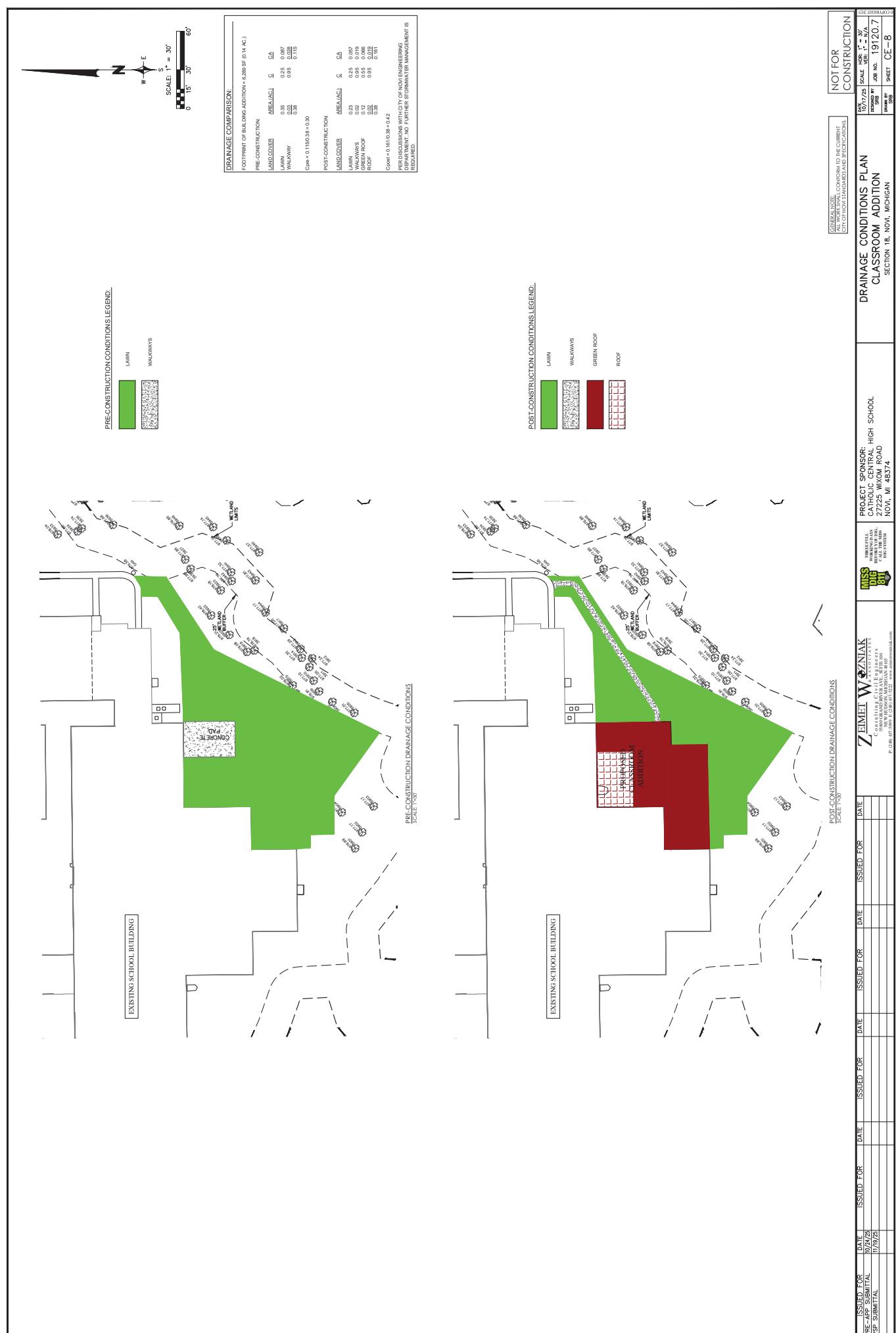




ISSUED FOR	DATE	ISSUED FOR	DATE	ISSUED FOR	DATE	ISSUED FOR	DATE
APP SUBMITAL	10/24/75						
APP SUBMITAL	11/19/75						







IDS

INTEGRATED design SOLUTIONS

Architectural engineering, interiors & technology
1441 W. Warren, Suite A-100
Novi, Michigan 48375
100 cause a change ave, suite 300
Grand Rapids, Michigan 49503
248.823.2100
www.ds-michigan.com



Project File
Detroit Catholic Central
Classroom Addition

2725 Wixom Rd.
Novi, MI 48374
Key Plan



CLASSROOM ADDITION EAST RENDERING - NTS



CLASSROOM ADDITION SOUTH RENDERING - NTS



CLASSROOM ADDITION BIRDS EYE RENDERING - NTS



CLASSROOM ADDITION EAST RENDERING - NTS

Project Approval	A. Everett
Project Designer	A. LaTora
Project Manager	M. Brown
Review	M. Brown
Off Review	C. Alles
Approval	N. LaPresti
Drawings	D. Brown
As-Needed	
Issued for	Issue Date
Pre-App. Submitted	10/24/2025
PSP Update	11/19/2025

© 2025 INTEGRATED DESIGN SOLUTIONS	IDS Drawing File
	Renderings

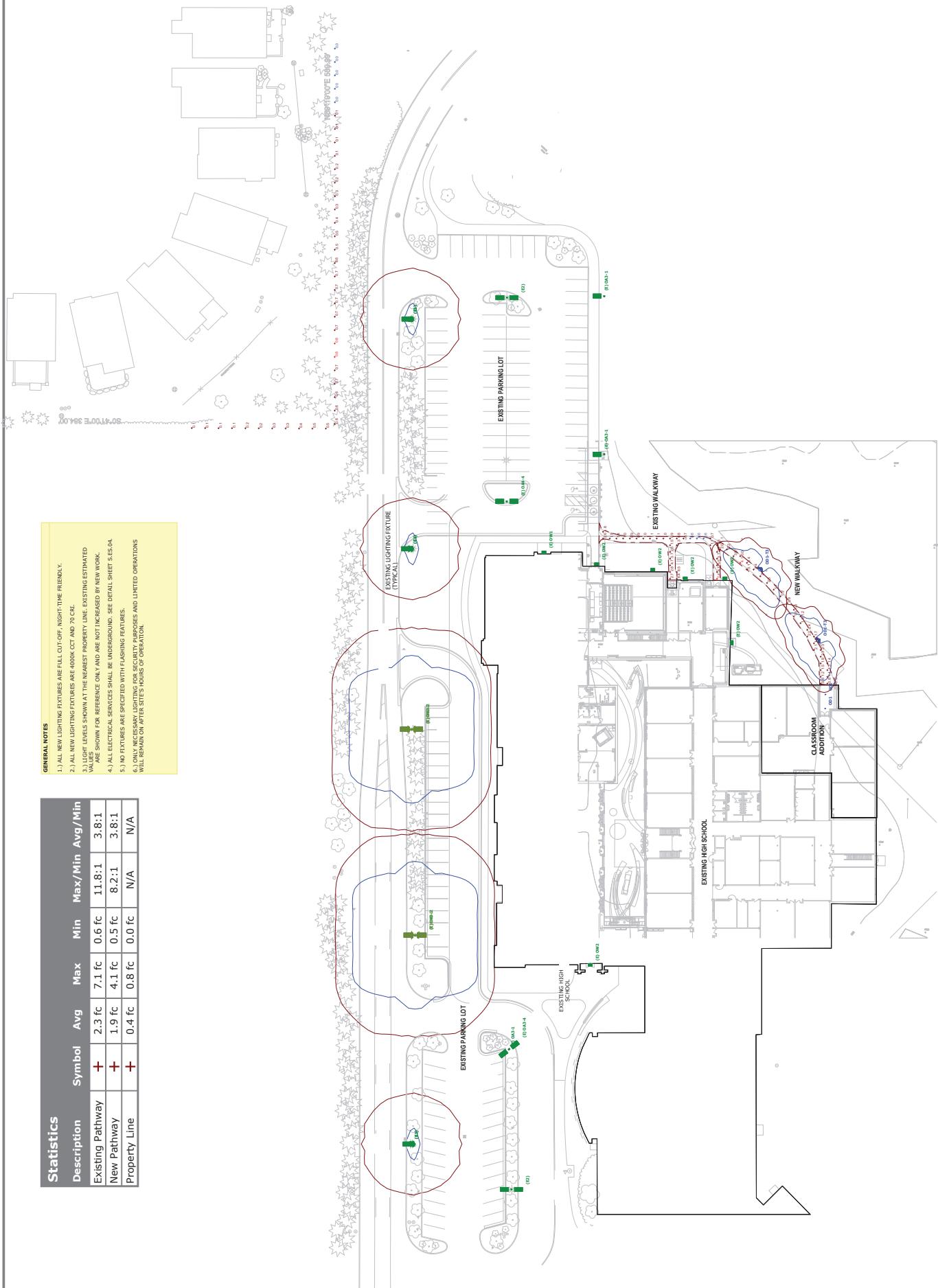
IDS Project Number **2A5**
Drawing Number **2A5-3000**

IDS Project Number **2A5**
Drawing Number **2A5-3000**

GENERAL NOTES

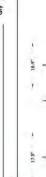
1.) ALL NEW LIGHTING FIXTURES ARE FULL CUT-OFF, NIGHT-TIME FRIENDLY.
 2.) ALL NEW LIGHTING FIXTURES ARE 400K CCT AND 70 CRI.
 3.) LIGHT LEVELS SHOWN AT THE NEAREST PROPERTY LINE. EXISTING ESTIMATED
 LEVELS SHOWN FOR REFERENCING ONLY AND ARE NOT INCREASED BY NEW WORK.
 4.) ALL ELECTRICAL SERVICES SHALL BE UNDERGROUND. SEE DETAIL SHEET S-04.
 5.) NO FIXTURES ARE SPECIFIED WITH FLASHING FEATURES AND LIMITED OPERATIONS
 WILL REMAIN ON AFTER SITE'S DUELS OF OPERATION.

Statistics					
Description	Symbol	Avg	Max	Min	Max/Min Avg/Min
Existing Pathway	+	2.3 fc	7.1 fc	0.6 fc	11.8:1
New Pathway	+	1.9 fc	4.1 fc	0.5 fc	8.2:1
Property Line	+	0.4 fc	0.8 fc	0.0 fc	N/A



EXISTING TYPICAL AREA LIGHT



NEW FIXTURE TYPE 001-13		Description
Configure and Specification Sheet	Printed on <u>08/20/2010</u>	
Project Name: <u>Project 1</u>	Category / Part Number: <u>001-13</u>	On <u>08/20/2010</u>
Print <u>08/20/2010</u>	Created / For Number: <u>001-13</u>	MSRISUED
		
		



General Illumination Round Downlight 4"

4" General Illumination Round Downlight



111

100

110

High Center Beam Layer | **Layer**

24
Data Base
Data Base

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**PROJECT NARRATIVE AND
APPLICANT JUSTIFICATION**



Consulting Civil Engineers

55800 Grand River Avenue, Suite 100
New Hudson, Michigan 48165-9318
248.437.5099 • 248.437.5222 fax
www.zeimetwozniak.com

November 19, 2025

Ms. Lindsay Bell, AICP, Senior Planner
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition

Dear Ms. Bell:

We are pleased to present the enclosed Preliminary Site Plan and Special Land Use application and information for a proposed addition to Catholic Central High School. With the success of various programs, such as robotics, e-sports, and aviation, additional classrooms and learning spaces are needed to meet the student's needs.

PROJECT OVERVIEW

The existing school building is approximately 284,590 square feet. The addition is approximately 12,700 s.f. and it will be located behind the existing school at the east end of the building. It will be a 2-story building, consisting of approximately six new classrooms and additional breakout learning spaces, and it will connect interiorly to the existing building on both floors. The exterior of the building will be entirely brick and stone and have similar finishes to the recently completed STEM addition. The height of the addition will match the existing school, and the parapet wall will match the height of the STEM addition, which is just below the allowed 35 feet.

The addition will connect to the existing parking lot by a new sidewalk extending from the walk located at the STEM addition. No new parking spaces are needed. While enrollment is expected to increase slightly, the new 283-space North Athletic Parking lot is currently being constructed. This additional parking will serve CC's needs for years to come.

There is minimal site improvements required to construct the addition. Small sections of the existing water main and sanitary sewer will need to be relocated. No new restrooms are needed, so there will be no increased capacity for the public utilities. Due to the minimal size of this addition, additional stormwater detention is not required. Required landscaping will consist of foundation plantings and woodland replacement trees. No impact of the existing wetlands is anticipated and only three regulated trees will need to be removed.

Construction will be completed in two phases. Phase 1 will include relocating the existing sanitary sewer and water main. This will entail installation of soil erosion control and woodland protection measures, removal of three regulated trees, relocation of the utilities, and restoration of all disturbed areas and wetland buffer. The balance of the work, including construction of the building addition and landscaping, will be completed during Phase 2. The anticipated start for Phase 1 construction is June 2026 with Phase 2 construction commencing in the spring of 2027.

The property is zoned R-1 and a parochial secondary school is considered a Special Land Use in that zoning district. We are requesting a Special Land Use permit.

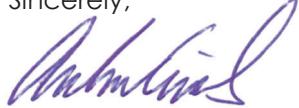
It is anticipated that all ordinance requirements will be met, and no deviations will be required.

CONCLUSION

We look forward to receiving your review comments and meeting with the Planning Commission. We appreciate the continual assistance and support that the City of Novi and particularly Community Development has provided Catholic Central High School over the years.

Please let me know if you have any questions or comments.

Sincerely,



Andrew Wozniak



November 19, 2025

Ms. Lindsay Bell, AICP, Senior Planner
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition: Pre-Application Submittal
Special Land Use Considerations

Dear Ms. Bell:

Special Land Use (Section 6.1.2.C) Considerations:

Parochial schools in the R-1 District are subject to Special Land Use approval from the Planning Commission. The Planning Commission shall consider the following in the review of the Special Land Use Permit request:

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, accel/decel lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.

The classroom addition will have little impact on traffic related items. The addition will serve the existing Catholic Central students. The overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, accel/decel lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service will remain essentially the same. It is forecast that the addition will add four new employees.

- 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 serve existing and planned uses in the area.

The classroom addition will have little additional impact on public services and facilities. The addition consists of new learning spaces to accommodate functions that are currently taking place in the school. No new restrooms are proposed. The student, faculty and staff population will remain essentially the same.

- 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.

The classroom addition will be connected to the existing school, and the location of the improvements are proposed to minimize environmental impact. There will be no impact to the existing wetlands and minor temporary impact to the wetland buffer. Three regulated trees will be removed, and payment will be made to the city's tree fund for replacement credits.

- 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.

The classroom addition is attached to and is compatible with the size and character of the existing school. The addition will be located behind the existing school and will not be visible from the adjacent properties.

- 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.

The use listed in the City of Novi Future Land Use Plan is education. The classroom addition is consistent with this use.

- vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.

Catholic Central High School is an integral part of the community. The classroom addition will help the school in meeting the needs of their students, continue to be good neighbors and to promote the City of Novi.

- 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

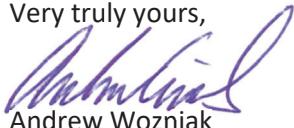
Parochial Secondary schools are a permitted Special Land Use in the R-1 zoning district.

- b. Is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

The classroom addition will meet the requirements of the R-1 zoning district.

Please contact us if you have any questions or comments.

Very truly yours,



Andrew Wozniak

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

Planning Review

CATHOLIC CENTRAL CLASSROOM ADDITION

JSP25-32

December 12, 2025

PETITIONER

Catholic Central High School

REVIEW TYPE

Preliminary Site Plan/Revised Special Land Use

PROPERTY CHARACTERISTICS

Section	18	
Site Location	West of Wixom Road, South of Grand River; Catholic Central HS Campus; 22-18-200-027; 22-18-200-026;	
Site School District	Novi Community School District	
Site Zoning	R-1 & R-4 One Family Residential & I-1 Light Industrial	
Adjoining Zoning	North	City of Wixom north of 12 Mile, RM-1 Low Density Multiple Family on eastern side
	East	RM-1 Low Density Multiple Family on eastern side
	West	RA Residential Acreage, R-4 One-Family Residential
	South	R-1 One-Family Residential
Current Site Use	Detroit Catholic Central High School campus	
Adjoining Uses	North	Multifamily Residential in Wixom, vacant
	East	Berkshire Pointe residential community
	West	Northwest Park; Andelina Ridge single family residential
	South	Island Lake residential community
Site Size	115.77 acres	
Plan Date	November 19, 2025	

PROJECT SUMMARY

The applicant is proposing a 12,700 square foot addition to the existing 284,590 square foot school building. The addition would be 2 stories (6,289 sf footprint), connected to the existing school on the southeast side of the building. Inside, the addition would provide six new classrooms and additional breakout learning spaces. The exterior would have similar finishes to the recently completed STEM addition, and a "green roof" is proposed. No new parking spaces are proposed since they are adding parking in the north campus project currently under construction, and enrollment is not planned to be increased from current levels.

The project proposes phasing, with Phase 1 consisting of the relocation the existing sanitary sewer and water main lines, with appropriate soil erosion control and woodland protection measures. Three regulated woodland trees would be removed. Phase 2 would include the rest of the project: construction of the building addition, installation of landscaping, irrigation, and sidewalk, etc. The anticipated start for Phase 1 construction is June 2026, and Phase 2 would begin in spring of 2027.

The high school use is subject to Special Land Use consideration in the R-4 Zoning District. Removal of 3 woodland trees is proposed, which will require permitting following public hearing and approval by the Planning Commission. A revision of the Special Land Use permit for educational facilities in a residential district is also required.

SPECIAL LAND USE REVIEW

Parochial schools in the R-4 District are subject to Special Land Use approval from the Planning Commission. The proposed addition to the high school building will require a revised Special Land Use approval, since the use of the site is made larger. The Planning Commission shall consider the following in the review of the Special Land Use Permit request:

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, accel/decel lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service. **The applicant states the addition will serve existing students; therefore the only traffic impacts will be during construction. The addition will likely result in the need for four new employees.**
- 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 serve existing and planned uses in the area. **The new learning spaces will accommodate functions that are currently taking place in the school, so no significant impact on public services and facilities is anticipated. No new restrooms are proposed. The student, faculty and staff population will remain consistent.**
- 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. **The proposed addition is to be located in an area that is has a few woodland trees (8 to be removed or impacted), but the construction will avoid wetland and wetland buffer areas. Environmental impact has been minimized.**
- 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. **The school has been in this location since 2005, predating many of the residential neighborhoods that have developed in the surrounding area. The classroom addition is relatively small compared to the existing school footprint, and is located away from adjacent residential areas. The placement of the addition will not be visible from surrounding properties.**
- 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. **The school is consistent with the Future Land Use map that indicates this area for Public/Quasi-public Use.**
- vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner. **The classroom addition will help the school meet the needs of the students. Catholic Central High School is an important part of the Novi community.**
- 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.

Parochial schools are listed as a use requiring special land use review and the proposed project conforms to the R-1 Zoning District.

RECOMMENDATION

Approval of the Preliminary Site Plan with Phasing and revised Special Land Use request **is recommended.**

ORDINANCE REQUIREMENTS

This project was reviewed for compliance with the City of Novi Zoning Ordinance, Article 3 (Residential Acreage), Article 24 (Schedule of Regulations), Article 25 (General Provisions), and any other areas of the ordinance, as noted. The plans show general compliance with ordinance requirements.

1. Noise Impact Statement (Section 4.3.): The Zoning Ordinance requires a noise impact statement, as described in Section 5.14.10.b.i, for school uses in a residential district. **The applicant requests a waiver of this requirement, as permitted in Sec. 5.14.10.B.iii. with the following justification:** "There are no new outdoor uses proposed. The proposed roof top heating and cooling units produce a maximum of 93.0 dBA at the unit. The decibel level at the nearest residence in Berkshire Pointe will be below the allowed 55 dBA without screening. Screening and material will be added in the pit which will provide additional noise reduction. A waiver was granted for the STEM Addition, and this project is much smaller and further from the adjacent homes."
2. Lighting – Color Spectrum (Sec. 5.7.3.F.): The Ordinance requires all permanent lighting installations to have a Correlated Color Temperature of no greater than 3000 Kelvin. The lighting plan shows new fixtures proposed have a CCT of 4000 Kelvin. **The applicant should comply with the ordinance, or seek a variance from the Zoning Board of Appeals.**

Other Reviews

- Engineering Review: Engineering review recommends approval. Additional comments to be addressed with Final Site Plan submittal.
- Landscape Review: Approval of the Preliminary Site Plan is recommended as the project conforms to ordinance requirements. Address comments in the Final Site Plan submittal.
- Wetland Review: Wetland boundary was confirmed. Project does not cause impact to wetland.
- Woodland Review: Woodland permit and replacement credits will be required for the removal or CRZ impact to 8 trees. Merjent recommends approval of the Preliminary Site Plan, with additional comments to be addressed in the Final Site Plan. See woodland review letter for additional details.
- Façade Review: The Façade review states the addition is fully compliant with the Façade Ordinance. Approval is recommended.
- Fire Review: Approval is recommended.

NEXT STEP: PLANNING COMMISSION MEETING

The Preliminary Site Plan with Phasing Plan, revised Special Land Use request, and Woodland Permit will be scheduled for public hearing on **January 14**. Please confirm no later than December 17th that you are available to attend that meeting. Please provide the following by January 7th:

1. Site Plan submittal in PDF format. (**This has been received**)
2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers/variances as you see fit.
3. A color rendering of the Site Plan, which is to be used for Planning Commission presentation (**This has been received**).

ZONING BOARD OF APPEALS MEETING

If not corrected, the applicant should seek Zoning Board of Appeals variances for any required items noted. The application can be found at this link. Please call 248-347-0459 for meeting and deadline schedules.

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11. Legal Documents as required
12. Drafts of any legal documents (note that any on-site easements need to be submitted in draft form before stamping sets will be stamped)

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PLAN REVIEW CENTER REPORT

Planning Review

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Lindsay Bell, AICP, Senior Planner



PLANNING REVIEW CHART: R-1 One Family Residential

Review Date: December 11, 2025
Review Type: Preliminary Site Plan
Project Name: JSP25-32 CC Classroom Addition
Plan Date: November 19, 2025
Prepared by: Lindsay Bell, Senior Planner
Contact: **E-mail:** lbell@cityofnovi.org; **Phone:** (248) 347-0484

Bold To be addressed prior to/by Planning Commission

Underline To be addressed with Final Site Plan submittal

Bold and Underline Possible waivers or variances required if not corrected

Italics Items to be noted

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan (adopted July 26, 2017)	Single Family	Existing parochial school	Yes	
Area Study	The site does not fall under any special category	NA	Yes	
Zoning (Effective January 8, 2015)	One-family Residential (R-1) Article 3	R-1, R-4, and I-1	Yes	
Uses Permitted (Sec 3.1.1.B & C)	Sec 3.1.1.B Principal Uses Permitted. Sec 3.1.1.C Special Land Uses	No change of use proposed		Revised Special Land Use required as expansion proposes an increase in intensity of the use
Phasing	Phasing requires Planning Commission Approval	Phase 1: Relocation of utilities Phase 2: Building addition, sidewalk, irrigation, etc.	TBD	Phasing proposed – Planning Commission approval required
Required Conditions: Schools (Section 4.3)				
Site Access (Sec 5.13)	- Vehicular access shall be provided to existing or planned major thoroughfare or freeway service drive	Two existing access drives on Wixom Road; One existing access drive to Twelve Mile Road		
Noise Impact Statement (Sec 5.14.10.B)	- A noise impact statement is required subject to the standards of Section 5.14.10.B	Waiver requested	No	Applicant requests a waiver – see Planning Review
Height, bulk, density and area limitations (Sec 3.1.1.E)				
Maximum % of Lot Area	25%	4.72% total	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Covered (By All Buildings)				
Building Height (Sec. 3.1.1.E)	35 feet or 2 ½ stories	Not to exceed 35 ft	Yes	
Building Setbacks (Sec 3.1.1.E)				
Front @ Wixom Road (Sec. 3.6.2.B)	75 feet	exceeds	Yes	Provide dimensions from structure to lot lines (or at least note it in the Site Data)
Side (east, west)	75 feet	exceeds	Yes	
Rear (south)	75 feet	exceeds	Yes	
Parking Setback (Sec 3.1.1.E) Refer to applicable notes in Sec 3.6.2				
Front @ Wixom Road (Sec. 3.6.2.B)	75 feet for non-residential uses		NA	No new parking proposed
Side (east and west)	20 ft. 35ft. (lot abuts a residential district)		NA	
Rear (south)	20 ft. 35ft. (lot abuts a residential district)		NA	
Note To District Standards (Sec 3.6.2)				
Area Requirements (Sec 3.6.2.A)	NA	Non-residential use	NA	
Parking Setbacks (Sec 3.6.2.B)	Refer to Sec 3.6.2 for more details	No change	NA	
Building Setbacks (Sec 3.6.2.C)	Refer to Sec 3.6.2 for more details	Exceeds setback requirements	Yes	
Wetland/Watercourse Setback (Sec 3.6.2.M)	Refer to Sec 3.6.2 for more details	Wetland setback is not impacted	Yes	
Parking, Loading and Dumpster Requirements (Sec. 5.2)				
Number of Parking Spaces (Sec. 5.2)	1 for each teacher, administrator, and other day employee, and 1 for each 4 students over driving age, or the requirements of the auditorium, whichever is the greater	Four new employees are anticipated, however excess parking is available with new parking lot on North Campus	NA	
Senior High Schools (Sec. 5.2.12.B)				
Shared Parking Study (Sec. 5.2.7)	One is required if the applicant is requesting reduction of parking space due to multiple uses on Site. This would require Planning Commission's approval		NA	

Item	Required Code	Proposed	Meets Code	Comments
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	<ul style="list-style-type: none"> - 90° Parking: 9 ft. x 19 ft. - 24 ft. two-way drives 		NA	
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer		NA	
End Islands (Sec. 5.3.12)	<ul style="list-style-type: none"> - End Islands are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance 		NA	
Barrier Free Spaces Barrier Free Code	Based on Total Parking required		NA	
Barrier Free Space Dimensions Barrier Free Code	<ul style="list-style-type: none"> - 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces 		NA	
Barrier Free Signs Barrier Free Code	One sign for each accessible parking space.		NA	
Minimum number of Bicycle Parking Sec. 5.16.1	Five (5) percent of required automobile spaces, minimum eight (8) spaces	Existing – no change	NA	
Bicycle Parking General requirements Sec. 5.16	<ul style="list-style-type: none"> - No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved 		NA	

Item	Required Code	Proposed	Meets Code	Comments
	and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk			
Bicycle Parking Lot layout Sec 5.16.6	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 in.		NA	
Loading Spaces Sec. 5.4.1	Required on all premises where receipt or distribution of materials or merchandise occurs and shall be separate from parking areas	Existing – no change	NA	
Dumpster Sec. 4.19.2.F	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft. from property line. - Away from Barrier free Spaces	Existing – no change	NA	
Dumpster Enclosure Sec. 21-145. (c)	- Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery	Existing – no change	NA	
Lighting and Other Equipment Requirements				
Exterior lighting Sec. 5.7	Photometric plan and exterior lighting details needed at time of Preliminary Site Plan submittal	Provided	Yes	

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Roof top equipment and wall mounted utility equipment Sec. 4.19.2.E.ii	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	RTUs to be screened	Yes	
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	RTUs to be screened	Yes	
Sidewalk Requirements				
Article XI. Off-Road Non-Motorized Facilities	6-foot concrete path is required along Twelve Mile Road	Existing – no change	NA	
Pedestrian Connectivity (Design & Construction Standards)	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Sidewalk proposed to be extended to addition	Yes	
Building Code	Building exits must be connected to sidewalk system or parking lot.	Sidewalk proposed to be extended to addition	Yes	
Other Permit and Legal Requirements				
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Legal descriptions for all parcels are provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Mostly provided	Yes	Refer to all review letters for additional information requested
Community Impact Statement	<ul style="list-style-type: none"> - All non-residential projects over 30 acres for permitted use - All non-residential over 10 acres for special land use - All residential over 150 units 		NA	
Economic Impact	<ul style="list-style-type: none"> - Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known) 		NA	
Development/ Business Sign & Street addressing	<ul style="list-style-type: none"> - Signage if proposed requires a permit. - The applicant should contact the Building Division for an address prior to applying for a building permit. 		NA	
Project and Street naming	Some projects may need approval from the Street and Project Naming Committee.	This project does not need approval of the Project Name	NA	
Property Split	All property splits and combination must be submitted to the Assessing Department for approval.		NA	Applicant states parcels cannot be combined due to school district boundaries
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties &			

Item	Required Code	Proposed	Meets Code	Comments
	reduce unnecessary transmission of light into the night sky			
Lighting Plan (Sec. 5.7.2.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Shown	Yes	
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.		NA	Light under entrance canopy
Lighting Plan (Sec.5.7.2.A.ii)	Specifications for all proposed & existing lighting fixtures Photometric data Fixture height Mounting & design Glare control devices (Also see Sec. 5.7.3.D) Type & color rendition of lamps Hours of operation			
Maximum Height (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses			
Standard Notes (Sec. 5.7.3.B)	- Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation			
Indoor Lighting (Sec. 5.7.3.H)	- Indoor lighting shall not be the source of exterior glare or spillover			
Security Lighting (Sec. 5.7.3.I)	- All fixtures shall be located, shielded and aimed at the areas to be secured.			
Lighting for				

Item	Required Code	Proposed	Meets Code	Comments
security purposes shall be directed only onto the area to be secured.	- Fixtures mounted on the building and designed to illuminate the facade are preferred			
Color Spectrum Management (Sec. 5.7.3.F)	Non-Res and Multifamily: For all permanent lighting installations - minimum Color Rendering Index of 70 and Correlated Color Temperature of no greater than 3000 Kelvin	CRI: 70 CCT: 4000K	No	<u>Please specify 3000K fixtures or seek a variance</u>
Parking Lot Lighting (Sec. 5.7.3.J)	- Provide the minimum illumination necessary to ensure adequate vision and comfort. - Full cut-off fixtures shall be used to prevent glare and spillover.	No change	NA	
Min. Illumination (Sec. 5.7.3.L)	Parking areas: 0.2 min		NA	
	Loading & unloading areas: 0.4 min		NA	
	Walkways: 0.2 min	0.8 min	Yes	
	Building entrances, frequent use: 1.0 min		NA	
	Building entrances, infrequent use: 0.2 min	0.8 min	Yes	
Average Light Level (Sec.5.7.3.L)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1		NA	Only walkway and building entrance lighting proposed
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.L)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle		NA	
Max. Illumination adjacent to Residential (Sec. 5.7.3.M)	- Fixture height not to exceed 25 feet - Cut off angle of 90 degrees or less - No direct light source shall be visible at the property line adjacent to residential at ground level - Maximum illumination at the prop line not to exceed 0.5 fc.	No change near residential	NA	

Item	Required Code	Proposed	Meets Code	Comments
Residential Developments (Sec. 5.7.3.O)	<ul style="list-style-type: none"> - Provide sufficient illumination (0.2 fc min) at each entrance from major thoroughfare - Residential projects may deviate from the min. illumination levels and uniformity requirements of 5.7.3.L so long as site lighting for parking lots, property lines and security lighting is provided 		NA	
NOTES:				
<ol style="list-style-type: none"> 1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. 2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details 3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals. 				

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

12/12/2025

Engineering Review

Catholic Central Classroom Addition
JSP25-0032

APPLICANT

Catholic Central High School

REVIEW TYPE

Preliminary Site Plan

PROPERTY CHARACTERISTICS

- Site Location: Located on the west side of Wixom Road south of Twelve Mile Road in section 18 of the City of Novi.
- Site Size: Area of impact less than 1 acre
- Plan Date: 11/19/2025
- Design Engineer: Shawn Blaszczky, Zeimet Woxniak & Associates

PROJECT SUMMARY

- Site Plan shall be constructed in 2 phases:
 - Phase 1 shall consist of removal of existing water main and sanitary sewer and construction of relocated water main and sanitary sewer. And removal of 3 regulated trees and restoration of all disturbed areas and wetland buffer. Anticipated start of Phase 1 is June 2026.
 - Phase 2 shall consist of construction of a two-story 12,700 square foot building addition. Anticipated start of Phase 2 is Spring 2027.
- Relocation of existing water main proposed, approximately 180 feet of watermain to be relocated.
- Relocation of sanitary sewer proposed, approximately 141 feet of sanitary sewer to be relocated.
- Proposed addition shall not require any changes to existing stormwater management plan for the site.

RECOMMENDATION

Approval of the Preliminary Site Plan is **recommended**. At this time, the plan meets the general requirements of the design and construction standards as set forth in [Chapter 11 of the City of Novi Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#) with the following items to be addressed at the time of Final Site Plan submittal:

COMMENTS

1. City Attorney has indicated that the cleanest way is to relocate that existing easements is to vacate the old easement and dedicate a new easement, but you may also amend the existing easement. In both cases the easement that shall be terminated will need City Council approval. These will be on-site easement so they will follow typical procedure and drafts will be needed prior to the pre-con meeting.
2. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation from water main and storm sewer and 10-foot horizontal separation from sanitary sewer. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
3. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.
4. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for water main (5 sheets), sanitary sewer (3 sheets), storm sewer (2 sheets), paving (2 sheets) and Boardwalks/Pathways (1 sheet). The most updated details can be found on the City's website under [Engineering Standards and Construction Details](#).

WATER MAIN

5. EGLE water main application has been approved for this project, ACT-511469 was issued on 11/10/2025. This permit is valid for 2 years, if there are any minor changes between the date of issuance and start of construction applicant should let Engineering know so revised plans can be sent to EGLE for review. Minor changes to water main can be administratively reviewed by EGLE.

IRRIGATION

6. Plans show the relocation of the existing irrigation system.

SANITARY SEWER

7. Sanitary Sewer plans have been routed to Oakland County for review, permit number 0335-2025.

STORM SEWER

8. Show and label all roof conductors and show where they tie into the storm sewer.

STORM WATER MANAGEMENT PLAN

9. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the **Engineering Design Manual (updated Jan 31, 2024)**.
10. C Factor calculations have been provided; no additional stormwater detention is required for this addition.

PAVING & GRADING

11. Provide existing and proposed contours on the Grading Plan at the time of the Final Site Plan submittal.
12. Add the maximum 2-percent cross-slope to the sidewalk detail.
13. Provide at least 3-foot buffer distance between the sidewalk and any fixed objects, including hydrants and irrigation backflow devices. Include a note on the plan where the 3-foot separation cannot be provided.
14. Per MDOT Special Provision for Crushed Concrete; the use of crushed concrete is prohibited on the project within 100 feet of any water course (stream, river, county drain, etc.) and lake, regardless of the application of location of the water course or lake relative to the project limits. Crushed limestone is shown in the concrete sidewalk cross-section.
15. Provide additional spot grades as necessary to demonstrate that a minimum 5-percent slope away from the building is provided for a minimum distance of ten feet around the perimeter of the building.
16. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.

SOIL EROSION & SEDIMENT CONTROL

17. A SESC permit is required ([link to Soil Erosion Permit Application](#)). A review will be done when a completed packet is submitted to Sarah Marchioni at Community Development.

THE FOLLOWING MUST BE SUBMITTED WITH THE NEXT SUBMITTAL:

18. A letter from either the applicant or the applicant's engineer must be submitted with the next submittal 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.**
19. An itemized construction cost estimate must be submitted to the Community Development Department for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving (square yardage, should include number of detectable warning plates), right-of-way paving (including proposed right-of-way),

grading, and the storm water basin (basin construction, control structure, pre-treatment structure and restoration).

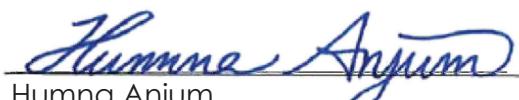
REQUIRED LEGAL DOCUMENTS

The following must be submitted with the Stamping Set: All documents must be submitted together as a package with the Stamping Set submittal with the [legal review transmittal form](#) that is attached to this review letter. Partial submittals will **not** be accepted. Links to the PDF copy of the easements are below, word document versions of each legal document can be found on the City's Website under [Forms and Permits](#)).

20. A draft copy of the 20-foot-wide [Watermain System Easement](#) onsite must be submitted to the Community Development Department.
21. A draft copy of the 20-foot-wide [Sanitary Sewer Easement](#) onsite must be submitted to the Community Development Department.
22. A draft of the License Agreement will be required for the light pole proposed within the proposed utility easements. This must be submitted to the Community Development Department.
 - a. The agreement shall state that the light pole and all site facilities within the influence of the light pole that may be removed or damaged in the event the utility requires maintenance will be **the responsibility of the property owner** to repair or replace. Additionally, a cross-section shall be included with the agreement showing the distance between the light pole foundation and the utility.

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

Please contact Humna Anjum at (248) 735-5632 or email at hanjum@cityofnovi.org with any questions.


Humna Anjum,
Project Engineer

cc: Lindsay Bell, Community Development
Kate Purpura, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

November 25, 2025

Catholic Central Classroom Addition

Preliminary Site Plan - Landscape

Review Type

Preliminary Site Plan Landscape Review

Job

JSP25-0032

Property Characteristics

• Site Location:	27225 Wixom Road
• Site Acreage:	3.70 ac.
• Site Zoning:	R-1
• Adjacent Zoning:	North: I-1, RM-1, R-4; East: I-1, South: R-1, West: R-4
• Plan Date:	11/19/2025

Recommendation:

This project is recommended for approval for Preliminary Site Plan.

No landscape waivers are required for this plan.

Please show the City Project Number, JSP25-0032, on the bottom right corner of the cover sheet.

Ordinance Considerations

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

1. Tree survey and chart are provided.
2. Trees to be removed and critical root zones are shown for the trees in the vicinity of work are shown.
3. Woodland replacement calculations are provided. A note indicates that a deposit to the tree fund will be made for all required replacements.
4. No wetland impacts are shown.

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

The project area is not adjacent to any residential property.

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

The project area is not adjacent to the road so no additional greenbelt landscaping is required.

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

All utilities are included on the landscape plan and there are no impacts beyond those for the existing trees which are discussed above.

Parking Lot Landscaping

The project area does not impact the parking so no additional parking lot landscaping is required.

Building Foundation Landscaping (Zoning Sec. 5.5.3.D)

The required foundation landscape is shown as being provided.

Plant List (LDM 4.)

1. Provided
2. All of the species used are native to Michigan.
3. Only one tree is proposed.

Planting Notations and Details (LDM)

Provided

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

1. No new above-ground stormwater detention pond is proposed.
2. A green roof is proposed for most of the new roof. This is appreciated.
3. A note indicates that there is no Phragmites or Knotweed in the project vicinity.

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans.

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.

Thank you for your consideration.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – Preliminary Site Plan

Review Date: November 25, 2025
Project Name: JSP25-0032: Catholic Central Classroom Building Addition
Project Location: 27225 Wixom Road
Plan Date: November 19, 2025
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org;
 Phone: (248) 735-5621

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

No landscape deviations are required for the project.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements – Basic Information (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e)	<ul style="list-style-type: none"> • New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"-20' minimum with proper North. Variations from this scale can be approved by LA 	Scale: 1" = 20'	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	On Landscape Plan	Yes	
Project Information (LDM 2.d.)	Name and Address	Location map on Cover Sheet	Yes	
Survey information (LDM 2.c.)	Legal description or boundary line survey	<ul style="list-style-type: none"> • Topographic survey on Sheet CE-2 • Legal description on Cover Sheet. 	Yes	
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	Rich Houdek – Grissim Metz Andriesse Associates	Yes	
Sealed by LA. (LDM 2.g.)	Requires original signature	Copy of seal and signature	Yes	
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	On Landscape Plan	Yes	
EXISTING CONDITIONS				

Item	Required	Proposed	Meets Code	Comments
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2), Sec 12, 37))	<ul style="list-style-type: none"> • Show location type and size. • Label to be saved or removed. • Plan shall state if none exists. 	<ul style="list-style-type: none"> • Tree survey is provided on Sheet CE-2. • Tree removals are shown on Sheet CE-3. • Woodland replacement calculations are provided on L101. • A deposit to the tree fund will be made for all required replacements • Wetland boundaries are indicated on Sheet CE-2 and CE-3 	<ul style="list-style-type: none"> • Yes • Yes • Yes • Yes • Yes 	See the Merjent letter for detailed reviews of wetlands and woodlands
Phragmites and Japanese Knotweed Control (Sec 6.B.i)	<ul style="list-style-type: none"> • Any/all populations of <i>Phragmites australis</i> and/or Japanese knotweed and related species shall be noted on plans. • If any is found, instructions for their complete removal should be added to the plans. • If none is found, a note stating that shall be added. 	A note has been added stating that neither has been found in the area of the project	Yes	
Soil type (LDM.2.r.)	As determined by Soils survey of Oakland County	<u>Sheet CE-7</u> <ul style="list-style-type: none"> • Marlette Sandy Loam • Lenawee Silty Clay Loam 	Yes	
Zoning (LDM 2.f.)	Provide site's zoning and zoning of all adjacent parcels	<u>On Cover Sheet</u> <ul style="list-style-type: none"> • Site: R-1 • North: I-1/RM-1/R-4 • East: I-1 • South: R-1 • West: R-4 	Yes	
PROPOSED IMPROVEMENTS				
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	<ul style="list-style-type: none"> • All existing and new elements in the site area are included on the landscape plan 	Yes	

Item	Required	Proposed	Meets Code	Comments
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> Overhead and underground utilities, including hydrants Show all proposed light posts 	<ul style="list-style-type: none"> Utilities are shown on Sheet CE-6 Utilities are included on the landscape plans 	Yes	
Proposed topography - 2' contour minimum (LDM 2.e.(1))	Provide proposed contours at 2' interval	<ul style="list-style-type: none"> Proposed spot elevations on Sheet CE-4 No retaining walls are proposed. 	Yes	
Clear Zones (LDM 2.e.(5))	<ul style="list-style-type: none"> Show clear vision zones for all entry points. Refer to exhibits at end of this chart. 	Not required as this project does not impact the entries	NA	
LANDSCAPING REQUIREMENTS				
Berms and ROW Planting				
<ul style="list-style-type: none"> All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours Berm should be located on lot line except in conflict with utilities. Berms should be constructed with 6" of topsoil. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	The project is not adjacent to residential property so this screening is not required.	No berm is proposed	Yes	
Planting requirements (LDM 1.a.)	LDM Novi Street Tree List	NA		
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)				
ROW Landscape Screening Requirements Chart (Sec 5.5.3.B. ii)				
Greenbelt width (2)(3) (5)	This project is not near the greenbelt so additional screening is not required.	NA		
Min. berm crest width	Not required	NA		
Min. berm height (9)	Not required	NA		
3' wall	(4)(7)	No walls are proposed in the greenbelts	NA	
Canopy deciduous or large evergreen trees Notes (1) (10)	Not required	NA		
Sub-canopy deciduous trees Notes (2)(10)	Not required	NA		
Canopy deciduous trees in area between sidewalk and curb	Not required	NA		

Item	Required	Proposed	Meets Code	Comments
Building Foundation Landscaping (Zoning Sec. 5.5.3.D)				
Building Foundation Landscaping (Zoning Sec 5.5.3.D)	<ul style="list-style-type: none"> Area required = Foundation perimeter less doors)*8 At least 75% of building foundation should be landscaped, preferably more $A = 177.5*8 = 1420\text{sf}$ 	1430sf	Yes	
Building Frontage Landscaping (Zoning Sec 5.5.3.D)	At least 60% of side(s) of building facing public roads shall be landscaped	The building addition does not face any road	NA	
Parking Area Landscape Requirements (Zoning Sec 5.5.3.C & LDM 5)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> Clear sight distance within parking islands No evergreen trees 	NA – no new parking is proposed		
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	NA – no new parking is proposed		
General (Zoning Sec 5.5.3.C)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> A minimum of 200 SF to qualify 200sf landscape space per tree planted in island. 6" curbs Islands minimum width 10' BOC to BOC 	NA – no new parking is proposed		
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' with 4" curb adjacent to a sidewalk of minimum 7 ft.	NA – no new parking is proposed		
Contiguous space limit (i)	Maximum of 15 contiguous spaces	NA – no new parking is proposed		
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use areas x 7.5%	A = x SF x 7.5% = A sf NA – no new parking is proposed	None	Yes	
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 1 %	B = x SF x 1% = B sf NA – no new parking is proposed	None	Yes	
All Categories				

Item	Required	Proposed	Meets Code	Comments
C = A+B Total square footage of landscaped islands	C = A + B NA – no new parking is proposed	None	Yes	
D = C/200 Number of canopy trees required	D = C/200 NA – no new parking is proposed	None	Yes	
Parking Lot Perimeter Trees	<ul style="list-style-type: none"> • 1 Canopy tree per 35 lf • Sub-canopy trees can be used under overhead utility lines. • Perimeter within 20 feet of a building does not need to be included in the basis NA – no new parking is proposed	None	Yes	

Miscellaneous Landscaping Requirements

Plantings around Fire Hydrant (d)	<ul style="list-style-type: none"> • No plantings with matured height greater than 12' within 10 ft. of fire hydrants, manholes, catch basins or other utility structures. • Trees should not be planted within 5 feet of underground lines. 	There is no hydrant in the vicinity of the project (the hydrant at the rear of the building is not impacted by the proposed landscaping)	NA	
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	NA		
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Hatching indicates sod outside of the planting beds	Yes	
Snow deposit (LDM.2.q.)	Show leave snow deposit areas on plan in locations where landscaping won't be damaged	No snow plowing will be impacted by this project.	NA	
Transformers/Utility boxes (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> • A minimum of 2 ft. separation between box and the plants • Ground cover below 4" is allowed up to pad. • No plant materials within 8 ft. from the 	A wall is proposed to screen the utility box	Yes	

Item	Required	Proposed	Meets Code	Comments
	doors			
Detention/Retention Basin Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> Clusters of large native shrubs shall cover 70-75% of the basin rim area at 10 ft away from the permanent water line. Canopy trees must be located at 1 per 35lf of the pond rim 10 feet away from the permanent water level 10" to 14" tall grass along sides of basin Refer to wetland for basin mix Include seed mix details on landscape plan 	<ul style="list-style-type: none"> Green roof is proposed for part of the addition on Sheet CE-8 No other detention is proposed 	TBD	<u>Please provide information as to green roof plantings on the Final Site Plans.</u>

Landscape Notes and Details– Utilize City of Novi Standard Notes

Plant List (LDM 4) – Include all cost estimates

Quantities and sizes		Plant list is provided	Yes	
Root type		On plant list	Yes	
Botanical and common names	<ul style="list-style-type: none"> At least 50% of plant species used, not including seed mixes or woodland replacement trees, must be species native to Michigan. The non-woodland replacement tree diversity must meet the standards of the Landscape Design Manual section 4. 	<ul style="list-style-type: none"> All species used are native to Michigan Only one small tree is proposed so diversity is not applicable. 	Yes	
Type and amount of lawn		Sod	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Provided	Yes	

Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details

Canopy Deciduous Tree	Refer to LDM for detail drawings	No	Yes	Not required
Evergreen Tree		No	Yes	Not required
Shrub		Yes	Yes	
Multi-stem tree		Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys	Wood stakes, fabric guys.	No	Yes	Not required
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> • Label contour lines • Maximum 33% slope • Constructed of loam • 6" top layer of topsoil 	No - No berms are proposed	Yes	
Type of Ground Cover		NA		
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No retaining walls are proposed		
Walls greater than 3 1/2 ft. should be designed and sealed by an Engineer				
Notes (LDM 2.i) – Utilize City of Novi Standard Details				
Installation date (LDM 2.l. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> • Provide intended date • Between Mar 15 – Nov 15 	Mar 15 -Nov 15	Yes	
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> • Include statement of intent to install and guarantee all materials for 2 years. • Include a minimum one cultivation in June, July and August for the 2-year warranty period. 	Notes are provided	Yes	
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Noted	Yes	
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	Noted	Yes	
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	Noted	Yes	
Miscellaneous Landscape Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Site area is not near the property lines	NA	
Irrigation plan (LDM 2.s.)	A fully automatic irrigation system and a method of draining is required with Final Site	A note indicates that irrigation will be provided but no plan is in the set		1. Please add an <u>irrigation plan or</u> information as to <u>how plants will be</u>

Item	Required	Proposed	Meets Code	Comments
	Plan or an alternative means of providing sufficient water for establishment and survival is required at that time.			<p><u>watered sufficiently for establishment and long- term survival.</u></p> <p>2. <u>The plan should meet the requirements listed at the end of this chart.</u></p> <p>3. <u>If an existing system will be extended to cover the new plantings, please add a note to that effect the plans. In that case an irrigation system plan will not be required.</u></p>
Landscape tree credit (LDM11.b.(d))	<ul style="list-style-type: none"> Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM 	None		
Plant Sizes for ROW, Woodland replacement and others (LDM 11.b)	<ul style="list-style-type: none"> Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to LDM section 11.b for more details 	On plant list	Yes	
Plant size credit (LDM11.b)	NA	None taken		
Prohibited Plants (LDM 11.b)	Do not use any plants on the Prohibited Species List	None used	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)		No overhead wires are indicated in the project area, and no tall trees are proposed	Yes	
Collected or Transplanted trees (LDM 3.f)		None indicated		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth Specify natural color, finely shredded 	Shown on planting details		

Item	Required	Proposed	Meets Code	Comments
	hardwood bark mulch. • Include in cost estimate.			

NOTES:

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

Irrigation System Requirements

- Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
- The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
- The RPZ must be installed in accordance with the manufacturer installation instructions for winterization that includes drain ports and blowout ports.
- The RPZ must be installed a minimum of 12-inches above FINISHED grade.
- Attached is a handout that addresses winterization installation requirements to assist with this.
- A plumbing permit is required.
- The assembly must be tested after installation with results recorded on the City of Novi test report form.

WOODLAND REVIEW

December 11, 2025

Lindsay Bell
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Submitted electronically to lbell@cityofnovi.org

Re: Catholic Central Classroom Addition Preliminary Site Plan Woodland and Wetland Review (JSP25-32)

Dear Lindsay,

Merjent, Inc. (Merjent) has conducted a review of the preliminary site plan (PSP) for the Catholic Central Classroom Addition (Project), prepared by Zeimet Wozniak and Associates (Applicant; date 10/17/2025). Merjent reviewed the plan for conformance with the City of Novi's (City) Woodland Protection Ordinance, Chapter 37. The proposed Project will occur at the southeastern portion of the existing Detroit Catholic Central High School located at 27225 Wixom Road and is identified by parcel number 50-22-18-200-027, in Section 18 (site). The site contains City-regulated woodlands (**Figure 1**).

A wetland boundary determination was conducted for this project under reference number PWT25-0005.

Woodlands

Woodland Recommendation: Merjent **recommends approval** of the Catholic Central Classroom Addition PSP. Additional Woodland Review comments have been provided to meet the requirements of the Woodland Protection Ordinance. The following Woodland Regulations apply to this site:

Woodland Regulation	Required
Woodland Permit (Chapter 37, Section 37-26)	YES
Tree Replacement (Chapter 37, Section 37-8)	YES
Tree Protection (Fence; Chapter 37, Section 37-9)	YES
Woodland Conservation Easement (Chapter 37-30[e])	YES

*See clarification request comments

Woodland Review Comments

1. City-regulated woodlands, as identified on the City of Novi Woodlands interactive map website, are present onsite. Note that both the woodlands and property limits depicted on the City map are considered approximations (**Figure 1**). Merjent conducted a site visit on December 11, 2025 to compare the conditions in the provided PSP relative to the woodland on-site. Select photos from the site visit is included in **Attachment A**. The site visit revealed that the information presented in the PSP and on the City's Woodland Mapper are accurate.

2. Pursuant to Chapter 37, Section 37-28, an accurate woodland survey should be provided and be accompanied by a separate key identifying the location of all trees eight inches at diameter at breast height (DBH) and greater, by size, common, genus and species names (i.e. Red Maple/*Acer rubrum*), and condition. Such information shall be provided by a registered landscape architect, certified arborist, or registered forester, through an onsite inspection, who must verify the contents by seal and/or registration number with signature, whichever applies. The dripline of affected trees shall be clearly indicated on the plan.
 - An accurate tree survey is provided on Sheet CE-2.
3. When a proposed site plan is located within a regulated woodland, any tree proposed for removal with a diameter at breast height (DBH) greater than or equal to eight inches will require tree replacement and a Woodland Use Permit per Section 37-8. This also applies to any tree that will be preserved, but where impacts to critical root zones are proposed.
4. Regardless of the presence of regulated woodlands onsite, a Woodland Use Permit is required to perform construction on any site containing the removal of trees larger than 36 inches DBH.
 - No trees larger than 36 inches DBH are proposed for removal for this project.
5. The plan has proposed the removal or critical root zone impact of eight regulated trees. A **Woodland Use Permit** is required to perform construction on any site containing regulated woodlands. A **Woodland Use Permit** is required for this project and because more than three trees are proposed for removal, Planning Commission approval is required for this Project.
6. **Woodland Replacement.** Based on a review of the plan, the following woodland replacements are currently required:

Tree Size (DBH, inches)	Number of Trees	Ratio Replacement/Removed Tree	Total Replacements Required
8-11	4	1	4
12-20	3	2	6
21-29	1	3	3
30+	0	4	0
Multi-stem	0	Sum of Stem DBH/8 (rounded up)*	0
Total	8	-	13

- The applicant has listed the number of replacements required on Sheet L101.
7. A replacement plan and cost estimate for the tree replacement will be necessary prior to final site plan approval by the City. Woodland replacement credits can be provided by:
 - a. Planting the woodland tree replacement credits on-site.
 - i. For tree replacement credits that will be planted on-site, a financial guarantee of \$400/tree replacement credit is required to ensure the planting of the on-site woodland replacement credits. The financial guarantee would be released after trees have been planted and approved by the City of Novi. The financial guarantee will be released after

trees have been planted and approved by the City of Novi, and applicants must request a tree planting inspection.

- ii. Woodland replacements shall be guaranteed for two growing seasons after the applicant's installation and the City's acceptance. A two-year maintenance bond in the amount of 25% of the value of the trees, but in no case less than \$1,000, shall be required to ensure the continued health of the trees following acceptance.
- b. Payment to the City of Novi Tree Fund at a non-refundable rate of \$400/woodland replacement credit.
- c. Combination of on-site tree planting and payment into the City of Novi Tree Fund (\$400/woodland replacement credit).

- The applicant has stated on Sheet L101 that all trees will be replaced via a non-refundable payment into the City of Novi Tree Fund. The applicant will be responsible for paying **\$5,200 into the City of Novi Tree Fund**.
 - o While not required, the applicant may plant trees in lieu of paying into the City of Novi Tree Fund via the method(s) listed above.

8. **Critical root zone.** Accurate critical root zones must be depicted on the site plan for all regulated trees within 50 feet of the proposed grading or construction activities. Section 37-2 defines a critical root zone as a circular area around a tree with a radius measured to the tree's longest dripline radius plus one foot.

- The applicant has displayed critical root zones on Sheet L101.

9. A **woodland fence guarantee of \$6,000** (\$5,000 x 120%) is required per Chapter 26.5-37. The financial guarantee shall be paid prior to tree removal. The woodland fence inspection will be performed by Merjent. **The Applicant is responsible for requesting this inspection.**

- Protective fencing details and locations are shown on Sheet CE-7.

10. The Applicant may be requested to provide preservation/conservation easements as directed by the City of Novi Community Development Department for any areas of remaining woodlands. The applicant may be required to demonstrate that all remaining woodland trees will be guaranteed to be preserved with a conservation easement or landscape easement to be granted to the city. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Woodland permit. Any associated easement boundaries shall be indicated on the Plan.

Should you have any questions or concerns with this review, please contact me via email at jason.demoss@merjent.com or via phone at (619) 944-3835.

Sincerely,

Merjent, Inc.



Jason DeMoss, PWS
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Woodlands Map
Attachment A – Site Photos

CC:

Barb McBeth, City of Novi, bmcbeth@cityofnovi.org
Rick Meader, City of Novi, rmeader@cityofnovi.org
Stacey Choi, City of Novi, schoi@cityofnovi.org
Matt Pudlo, Merjent, matt.pudlo@merjent.com

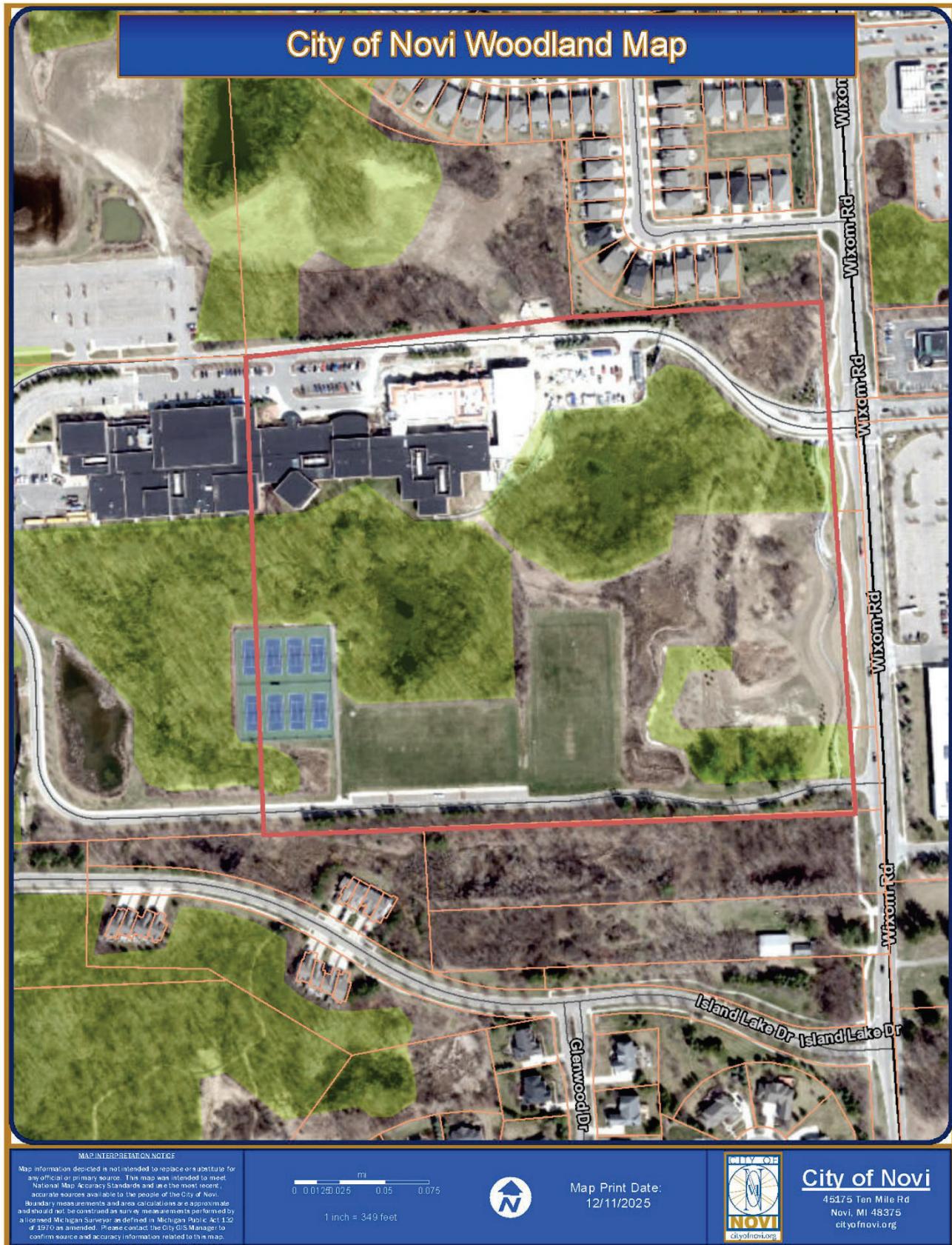


Figure 1. City of Novi Regulated Woodlands Map

Approximate Site boundary is shown in red.

Approximate Regulated Woodland areas are shown in green.

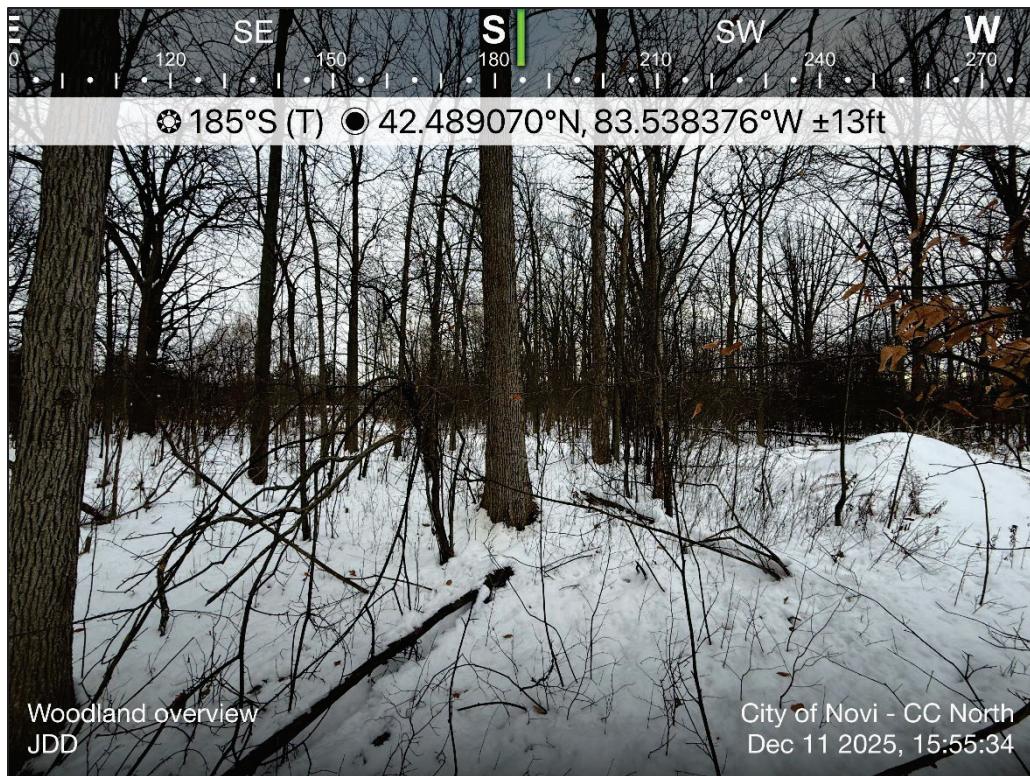
Attachment A
Site Photographs



Overview of location where additional classroom is proposed



Trees 3915 and 3916, which are proposed for impact



Overview of woodland adjacent to classroom addition

FAÇADE REVIEW



December 11, 2025

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

Façade Review Status Summary:

Approved – Full Compliance, Section 9 Waiver not required.

Re: **FACADE ORDINANCE – Catholic Central Classroom Addition, JSP25-32**
Façade Region: 1, Zoning District: R-1

Dear Ms. McBeth;

The following Façade Review is based on the drawings by IDS Architects, dated 10/24/25. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the façade Ordinance Section 5.15 are shown in the righthand column. Materials in non-compliance with the Façade Chart, if any, are highlighted in bold.

	East	South	North	West	Ordinance Maximum (Minimum)
Brick	86%	86%	N/A	N/A	100% (30% MIN)
Pre-Cast Stone (Limestone)	11%	11%	N/A	N/A	50%
RTU Screen (Ribbed Metal)	3%	3%	N/A	N/A	50%

As shown above, all façade materials are in full compliance with the Façade Ordinance. A Section 9 Waiver is not required for this project.

Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal.

Sincerely,

DRN & Associates, Architects PC

Douglas R. Necci, AIA

FIRE REVIEW



December 1, 2025

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
Dan Commer – Plan Review Center
Diana Shanahan – Plan Review Center
Stacey Choi – Planning Assistant

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Matt Heintz

Priya Gurumurthy

Aaron Martinez

City Manager
Victor Cardenas

Director of Public Safety
Chief of Police
Erick W. Zinser

Fire Chief
John B. Martin

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
Todd Seog

RE: Catholic Central Classroom Addition

JSP25-32

Project Description:

Build additional classrooms with building addition.

Comments:

- All fire hydrants **MUST** be installed and operational prior to any combustible material is brought on site. **IFC 2015 3312.1**
- For new buildings and existing buildings, you **MUST** comply with the International Fire Code **Section 510** for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.

Recommendation:

The Fire Dept. does not have any objections at this time.

Sincerely,

Andrew Copeland – Fire Marshal
City of Novi Fire Department

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

cityofnovi.org

CC: file

APPLICANT RESPONSE LETTERS

ZEIMET WOZNIAK & ASSOCIATES

Consulting Civil Engineers

55800 Grand River Avenue, Suite 100
New Hudson, Michigan 48165-9318
248.437.5099 • 248.437.5222 fax
www.zeimetwozniak.com

December 17, 2025

Ms. Lindsay Bell, AICP, Senior Planner
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition
PSP Review Response
Planning
JSP25-32

Dear Ms. Bell:

We would like to thank you for your recommendation of approval of the Preliminary Site Plan with Phasing and revised Special Land Use request. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in bold in your PSP Planning Review dated December 12, 2025.

Zoning and Use Requirements

Uses Permitted: A revised Special Land Use is requested for the increase in intensity of the use.

Phasing: Planning Commission approval for the proposed phasing is requested.

Required Conditions: Schools

Noise Impact Statement: Catholic Central requests a waiver from the Planning Commission of the noise impact statement requirement, as permitted in Sec. 5.14.10.B iii. There are no new outdoor uses proposed. The proposed roof top heating and cooling units produce a maximum of 93.0 dBA at the unit. The decibel level at the nearest residence in Berkshire Pointe will be below the allowed 55 db without screening. Screening and material will be added in the pit which will provide additional noise reduction. A waiver was granted for the STEM Addition, and this project is much smaller and further from the adjacent homes.

Building Setbacks

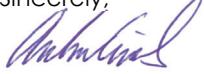
The setbacks from the addition to the property lines are shown on Sheet CE-1.

Lighting and Other Equipment Requirements

Color Spectrum Management: We would like to request a variance to allow CCT 4000k fixtures. The rest of the CC campus uses CCT 4000k fixtures and I'm told by the designer that having both types "looks horrible".

Please let us know if you have any questions or comments.

Sincerely,



Andrew Wozniak

Z EIMET WOZNIAK
& ASSOCIATES

Consulting Civil Engineers

55800 Grand River Avenue, Suite 100
New Hudson, Michigan 48165-9318
248.437.5099 • 248.437.5222 fax
www.zeimetwozniak.com

Ms. Humna Anjum, Project Engineer
City of Novi Public Works – Engineering Division
23600 Lee Begole Drive
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition
PSP Review Response Engineering Review
JSP25-0032

Dear Ms. Anjum:

We would like to thank you for your recommendation of approval of the Preliminary Site Plan. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in your PSP Engineering Review dated December 12, 2025.

COMMENTS

1. The existing sanitary sewer and water main easements will be vacated. New easements will be provided during the FSP submittal.
2. All proposed trees are located outside the utility easement. Utilities are shown on the Landscape Plan.
3. Light pole locations are shown on the Sheet CE-4 and the Electrical Plan Sheet 1 of 2. A License Agreement will be provided for the pole located in the utility easement. Foundation depths will be provided with the Final Site Plan submittal.
4. City of Novi Standard Detail Sheets will be provided with the Stamping Set Submittal.

WATER MAIN

5. Thank you for expediting the EGLE water main permit application.

IRRIGATION

6. Irrigation plans will be submitted with the Final Site Plan.

SANITARY SEWER

7. Thank you for expediting the EGLE sanitary sewer permit application.

STORM SEWER

8. Roof Conductors will be shown on the Final Site Plan.

STORM SEWER MANAGEMENT PLAN

9. Storm Water Management plans will be provided with the Final Site Plan.

10. Noted.

PAVING AND GRADING

11. Existing and proposed contours will be provided with the Final Site Plan submittal.
12. A maximum 2% cross slope will be shown on the Final Site Plan.
13. 3-foot separation between the sidewalk and any object will be provided and a note added to the Final Site Plan.
14. Crushed Limestone will be used.
15. Additional spot grades will be added to demonstrate that a minimum 5-percent slope away from the building is provided for a minimum distance of ten feet.
16. Site grading will not exceed 1V:4H.

SOIL EROSION AND SEDIMENT CONTROL

17. Application for a soil erosion permit will be completed.

NEXT SUBMITTAL

Items 18 and 19 will be provided with the next submittal.

REQUIRED LEGAL DOCUMENTS

The legal documents will be submitted with the Stamping Set.

Please contact us if you have any questions or comments.

Sincerely,



Andrew Wozniak



December 16, 2025

Mr. Rick Meader – Landscape Architect
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition
PSP Landscape Review Response
JSP25-32

Dear Mr. Meader:

We would like to thank you for your recommendation of approval of the Preliminary Site Plan. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in the review letter dated November 25, 2025.

- The City Project Number will be added to the Landscape Plan.
- Mergent wetland and woodland comments have been addressed in a separate letter.
- An Irrigation Plan will be included with the Final Site Plan submittal.
- Specifications for the Green Roof will be included with the Final Site Plan submittal.

Please contact us if you have any questions or comments.

Very truly yours,


Andrew Wozniak



December 16, 2025

Ms. Lindsay Bell, AICP, Senior Planner
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition
PSP Review Response
Woodland and Wetland
JSP25-32

Dear Ms. Bell:

We would like to thank Mergent for their recommendation of approval of the Preliminary Site Plan. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in their review letter dated December 11, 2025.

There are no review comments to address.

The applicant acknowledges that payment to the Novi Tree Fund and a woodland fence guarantee will be required.

Please contact us if you have any questions or comments.

Very truly yours,

A handwritten signature in blue ink that reads "Andrew Wozniak".

Andrew Wozniak



December 16, 2025

Ms. Lindsay Bell, AICP, Senior Planner
City of Novi Community Development Department – Planning Division
45175 Ten Mile Road
Novi, MI 48375

Re: Catholic Central High School
Classroom Addition
PSP Review Response
Facade
JSP25-32

Dear Ms. Bell:

We would like to thank DRN & Associates for their recommendation of approval of the Preliminary Site Plan. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in their review letter dated December 11, 2025.

There are no review comments to address.

The applicant acknowledges that façade inspections will be required.

Please contact us if you have any questions or comments.

Very truly yours,

A handwritten signature in blue ink that reads 'Andrew Wozniak'.

Andrew Wozniak

Z EIMET W OZNIAK
& ASSOCIATES

Consulting Civil Engineers

55800 Grand River Avenue, Suite 100
New Hudson, Michigan 48165-9318
248.437.5099 • 248.437.5222 fax
www.zeimetwozniak.com

December 16, 2025

Mr. Andrew Copeland, Fire Marshal
City of Novi Public Safety Administration - Fire Department
45125 Ten Mile Road
Novi, MI 48375

Re: Catholic Central Classroom Addition
PSP Review Response
Fire
JSP25-32

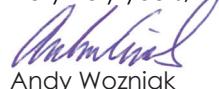
Dear Mr. Copeland:

Thank you for your review letter and we appreciate that you have no objections at this time.. As part of the Preliminary Site Plan submittal for this project, we are responding to the outstanding comments in your Fire Department Review dated December 1, 2025.

- All fire hydrants will be operational prior to combustible material being brought on-site.
- The new addition will comply with the International Fire Code Section 510 for Emergency Radio Coverage. This will be completed by the time of the final inspection of the fire alarm and fire suppression permits.

Please contact us if you have any questions or comments.

Very truly yours,


Andy Wozniak