



CITY OF NOVI BOSCO PARK JSP18-42

CITY OF NOVI BOSCO PARK JSP 18-42

Consideration at the request of City of Novi for Planning Commission's approval of Preliminary Site Plan and Stormwater Management Plan. The subject property is currently zoned RA, Residential Acreage and is located in Section 20, west of Beck Road and south of Eleven Mile Avenue. The applicant is proposing to build a total 13 outdoor soccer fields of varied sizes with 298 parking spaces on site. The Planning Commission is asked to consider the location, character, and extent of the improvements proposed as a City park, per state law.

Required Action

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

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	09-18-18	<ul style="list-style-type: none"> • Approval of minimum required parking spaces • Items to be addressed on the final site plan submittal
Engineering	Approval recommended	09-14-18	<ul style="list-style-type: none"> • City Council variances for absence of curb, gutter, hard surface, end islands and pavement markings. • Items to be addressed on the final site plan submittal
Landscaping	Approval recommended	09-06-18	<ul style="list-style-type: none"> • Waiver for absence/deficiency of parking lot landscape, landscape island area, right of way trees, and for exceeding the maximum number of contiguous spaces within a parking bay. • Items to be addressed on the final site plan submittal
Wetlands and Woodlands	<ul style="list-style-type: none"> • Review not required as no impacts are being proposed 		
Traffic	Approval recommended	09-12-18	<ul style="list-style-type: none"> • City Council Variance for approval of Traffic Impact Study
Facade	Not Applicable		
Fire	Approval recommended	09-19-18	<ul style="list-style-type: none"> • Items to be addressed on the final site plan submittal

Motion sheet

Approval – Preliminary Site Plan

In the matter of City of Novi Bosco Park, JSP 18-42, motion to **approve** the Preliminary Site Plan based on and subject to the following landscape waivers, and per the requirements of state law for the Planning Commission to consider the location, character, and extent of the public improvements, and subject to City Council approval of Design and Construction Standard variances:

- a. Planning Commission finding based on Section 5.2.9. that the 298 proposed parking spaces for the proposed use are sufficient, as the use is not specifically mentioned in the requirements for off-street parking facilities of the zoning code;
- b. A Landscape waiver to permit a deficiency in required greenbelt plantings along Beck Road frontage as listed in Section 5.5.3.B.ii.f (12 large trees and 19 sub canopy trees are required, 22 large evergreens are provided), which is hereby granted;
- c. A Landscape waiver to permit a deficiency in required greenbelt plantings along Eleven Mile Road frontage as listed in Section 5.5.3.B.ii.f (10 large trees and 16 sub canopy trees are required, 14 large evergreens are provided), which is hereby granted;
- d. A Landscape waiver to permit the absence of the required Right of Way trees along Beck Road (13 street trees are required, 0 are provided) as listed in Section 5.5.3.B.ii.f, which is hereby granted;
- e. A Landscape waiver to permit the absence of the required Right of Way trees along Eleven Mile Road (11 street trees are required, 0 are provided) as listed in Section 5.5.3.B.ii.f, which is hereby granted;
- f. A Landscape waiver for exceeding the maximum number of contiguous spaces within a parking bay (15 maximum allowed) as listed in Section 5.5.3.C.ii.i, which is hereby granted;
- g. A Landscape waiver to permit the absence of required vehicular use area perimeter trees as listed in Section 5.5.3.C.iii Chart footnote, which is hereby granted;
- h. A Landscape waiver to permit the absence of required parking lot interior trees as listed in Section 5.5.3.C.iii, which is hereby granted;
- i. A Landscape waiver to permit the absence of required landscaped area within the parking lot end islands and interior islands to break up long parking bays as listed in Section 5.5.3.C.iii, which is hereby granted;
- j. City Council variance from Sec. 11-239(b)(1),(2) of Novi City Code for absence of hard surface for parking lot and driveway;
- k. City Council variance from Sec. 11-239(b)(1),(2) of Novi City Code for absence of curb and gutter for parking lot and driveway;
- l. City Council variance from Sec. 11-239(b)(3) of Novi City Code for absence of pavement markings and layout, including end islands;
- m. City Council approval for lack of required Traffic Impact Study based on existing conditions and proposed mitigation measures near Beck Road and Eleven Mile Road entrances;
- n. 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
- o. *(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 – Stormwater Management Plan

In the matter of City of Novi Bosco Park, JSP 18-42, 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 – Preliminary Site Plan

In the matter of City of Novi Bosco Park, JSP 18-42, motion to **deny** the Preliminary Site 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 -

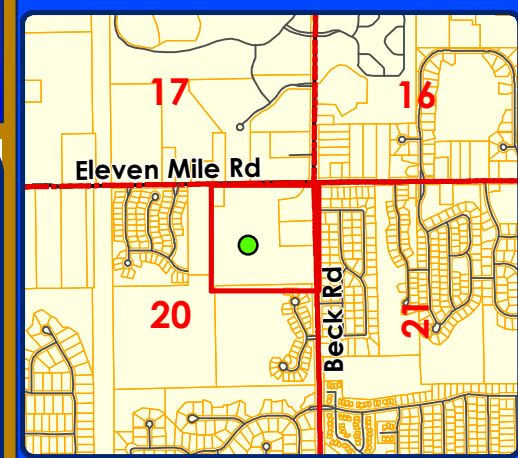
Denial – Stormwater Management Plan

In the matter of City of Novi Bosco Park, JSP 18-42, 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

JSP 18-42: CITY OF NOVI BOSCO PARK

Location



LEGEND

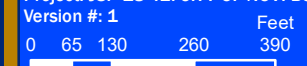
 Sections



City of Novi

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

Map Author: Sri Komaragiri
Date: 09/21/18
Project: JSP 18-42: CITY OF NOVI BOSCO PARK
Version #: 1



1 inch = 306 feet

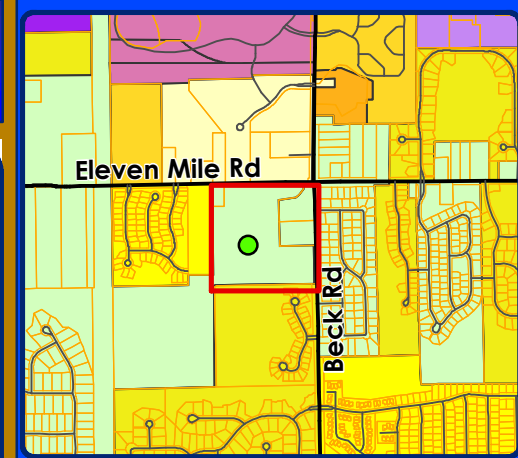
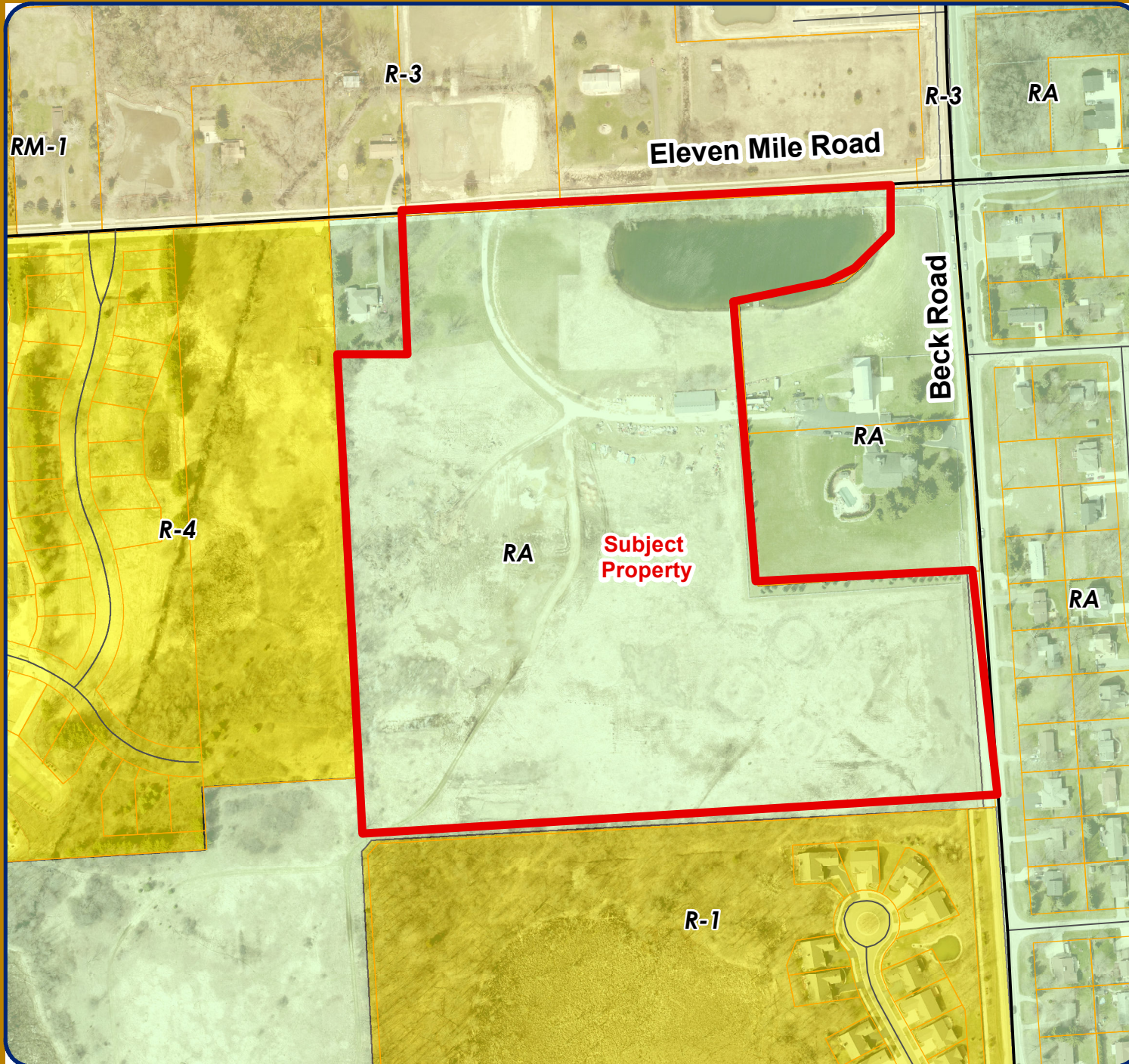


MAP INTERPRETATION NOTICE

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

JSP 18-42: CITY OF NOVI BOSCO PARK

Zoning



LEGEND

- R-A: Residential Acreage
- R-1: One-Family Residential District
- R-3: One-Family Residential District
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- RM-2: High-Density Multiple Family
- I-1: Light Industrial District
- I-2: General Industrial District
- OS-1: Office Service District
- OSC: Office Service Commercial



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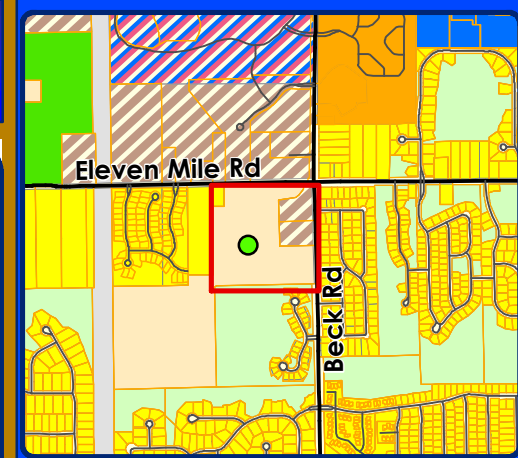
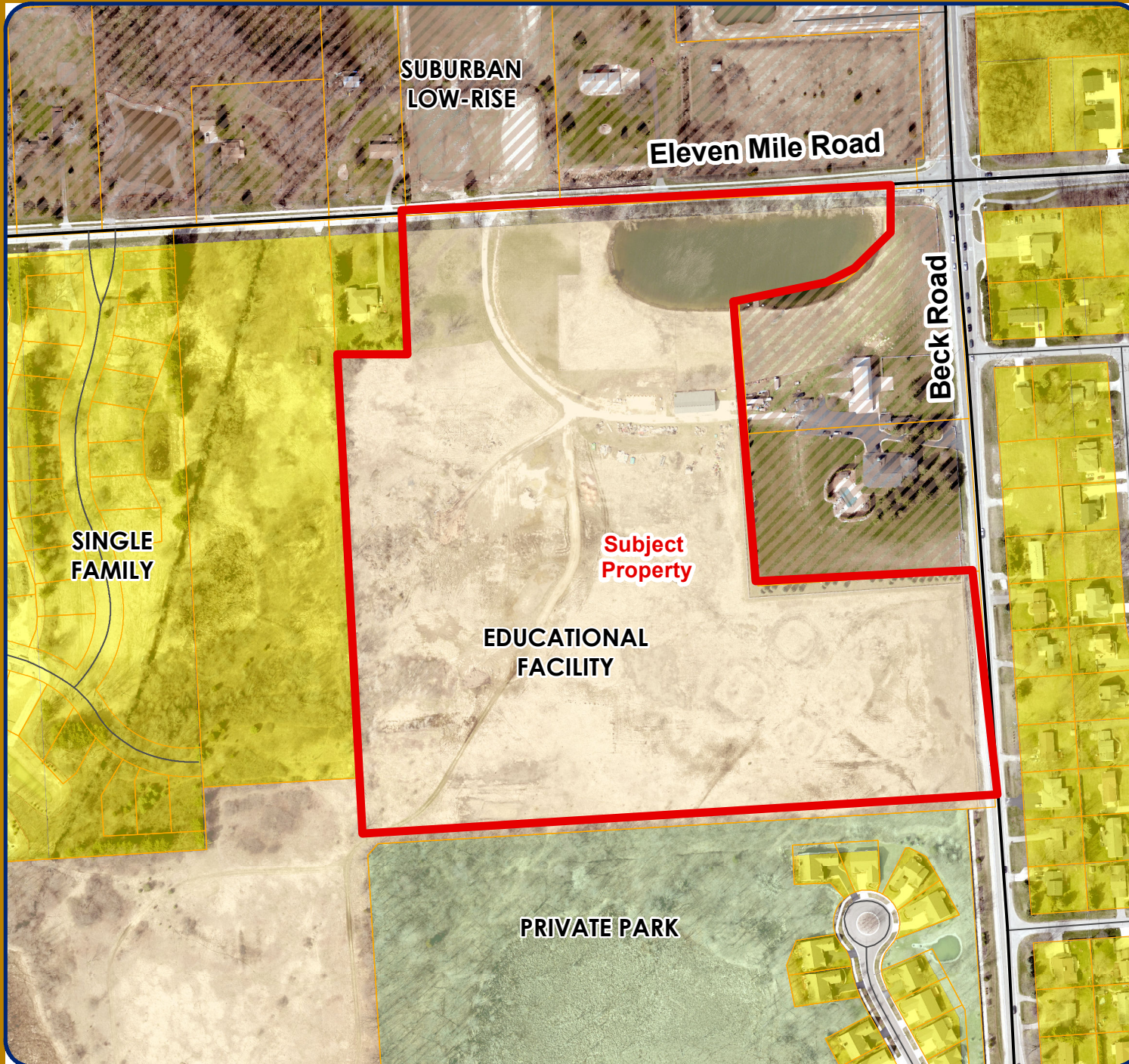


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JSP 18-42: CITY OF NOVI BOSCO PARK

Future Landuse



LEGEND

FUTURE LAND USE

- Single Family
- Multiple Family
- Suburban Low-Rise
- Community Office
- Office RD Tech
- Office Commercial
- Industrial RD Tech
- Educational Facility
- Public Park
- Private Park
- Utility

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Feet

0 65 130 260 390

1 inch = 306 feet

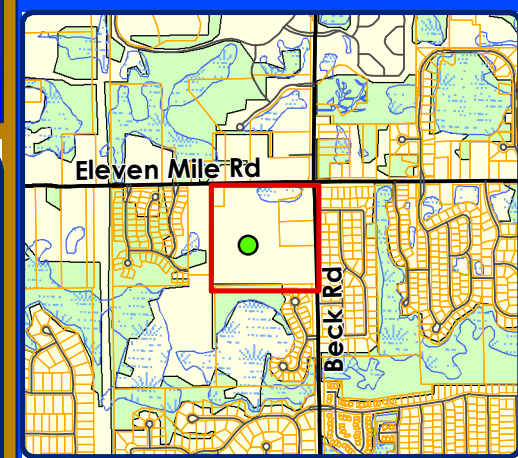


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JSP 18-42: CITY OF NOVI BOSCO PARK

Natural Features



LEGEND

-  WETLANDS
-  WOODLANDS



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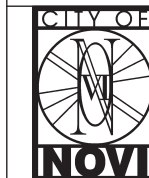


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SITE PLAN

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



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NOVI PARK

OVERALL SITE PLAN

SECTION 20
TOWN 1 NORTH RANGE 8 EAST
CITY OF NOVI
OAKLAND COUNTY

NO.	DATE	REVISION
1	08/20/18	ISSUED FOR OWNER REVIEW
2	08/20/18	SITE PLAN REVIEW

DATE PREPARED	DATE
DESIGNER	DATE
CHECKED	DATE
PROJECT MANAGER	BID PLAN DATE
DEPARTMENT MANAGER APPROVAL	DATE

VERIFY SCALES

BAR IS ONE INCH ON ORIGINAL DRAWING

IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY

JOB NO.	DRAWING NO.
NOV18-003	NOV18003SPL
SCALE	SHEET NO.
1" = 100'	3



SITE DATA

CURRENT ZONING R-4
 SITE AREA 73.58 AC
 SITE AREA FOR USE 31.76 AC

SURROUNDING PROPERTY ZONING:
 NORTH - R-3
 SOUTH - R-1
 EAST - R-A
 WEST - R-A

BUILDING & SETBACKS REQUIREMENTS

REQUIRED	PROPOSED
FRONT	30'
REAR	N/A
SIDE (1)	10'
SIDE (2)	15'

PARKING PROVIDED

STANDARD	289
BARRIER FREE (INCLUDES 2 VAN ACCESSIBLE SPACES)	2
TOTAL	298 SPACES

SOCCER FIELD DIMENSIONS:

FIELD SIZE	LENGTH (FT)	WIDTH (FT)
11 V 11 (2)	340	225
9 V 9 (3)	240	165
7 V 7 (4)	180	120
4 V 4 (4)	90	60

FLOODPLAIN NOTE:

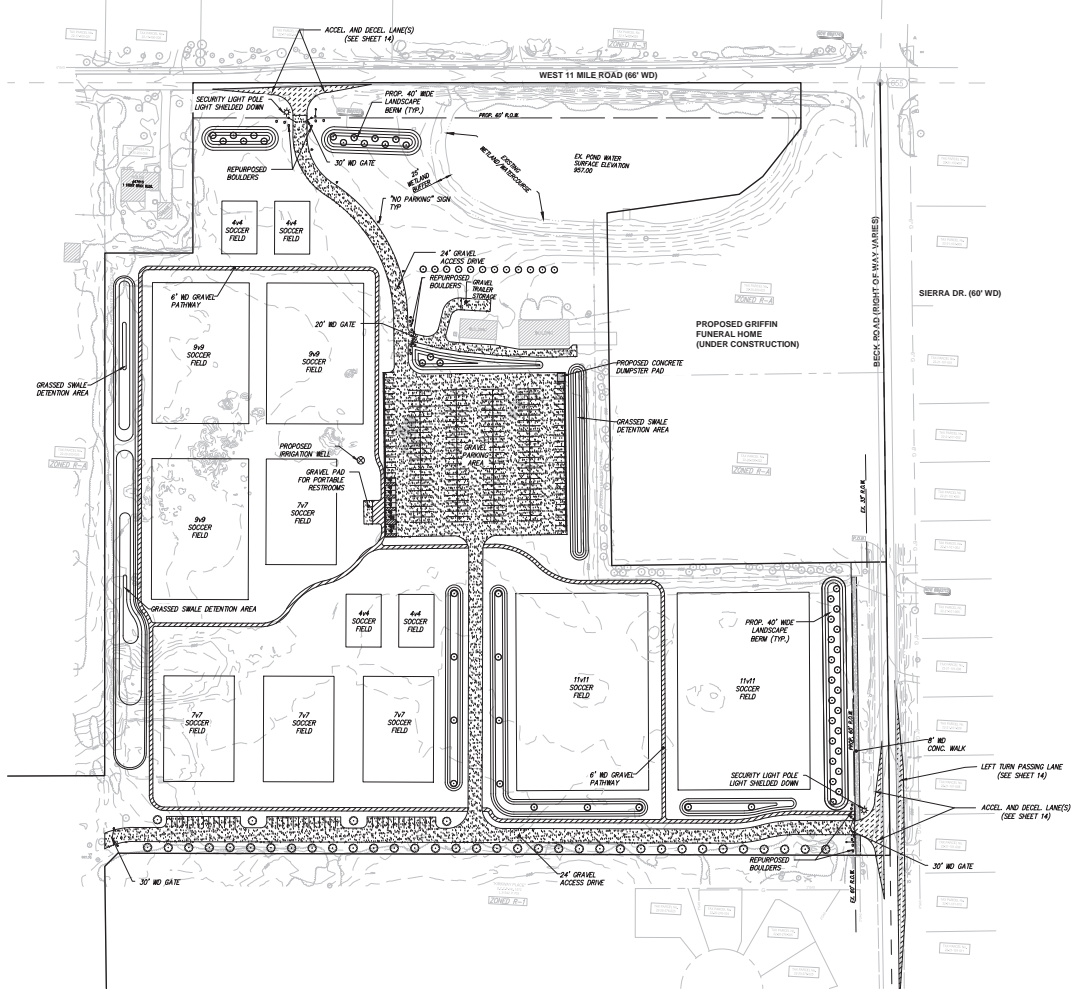
SUBJECT SITE DOES NOT FALL WITHIN A FEDERALLY DESIGNATED FLOOD HAZARD AREA PER THE NATIONAL FLOOD INSURANCE PROGRAM, FLOODWAY MAP COMMUNITY PANEL No. 26125C0007P WITH AN EFFECTIVE DATE OF SEPTEMBER 29, 2008. SUBJECT SITE IS IN ZONE X, DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

WETLAND NOTE:

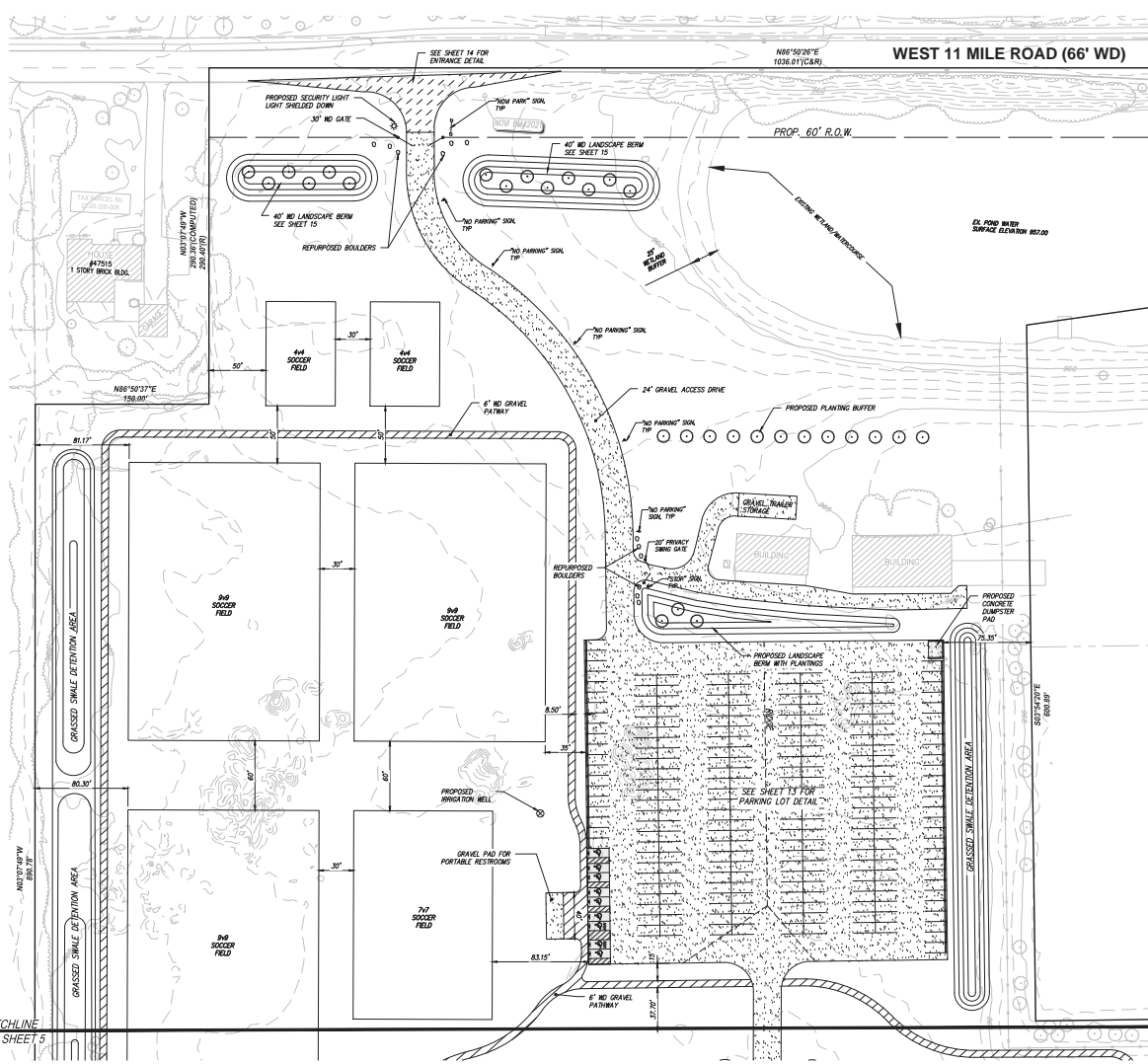
WETLAND IDENTIFIED BY WOODY HELD, KING MacGREGOR ENVIRONMENTAL, INC., DATED 4-29-2018. WETLAND LIMITS ARE CONCORDANT TO THE WATERS EDGE OF THE EXISTING POND.

LEGEND

--- PROPOSED STORM SEWER	--- NEWLY-CITY OWNERS PAVEMENT
● PROPOSED STORM MANHOLE (M)	▨ GRAVEL PAVING ROAD AND PATHWAY
■ PROPOSED STORM BASKIN (SB)	▨ CONCRETE SIDEWALK
□ PROPOSED ALLET (AL)	▨ 6" WIDE GRAVEL PATH
▨ PROPOSED END SECTION (ES)	▨ STANDARD PAVEMENT
● PROPOSED FIELD GATE	○ UTILITY CROSSING (SEE DATA TABLE)
■ BASKIN (BS) / BASKIN COVER	□ STORM STRUCTURE
○ PROPOSED IRRIGATION WELL	□ STRUCTURE TYPE



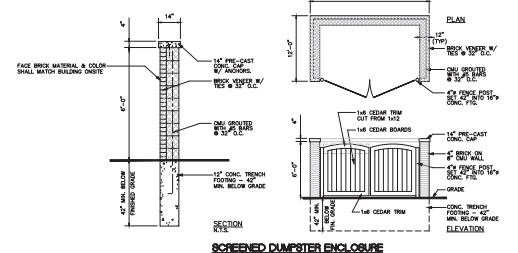
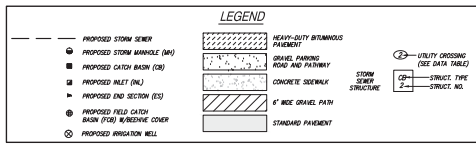
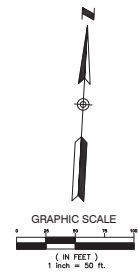
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 J:\V\Design\NV18003-Now Park\DWG\NV18003SPL.dwg



WEST 11 MILE ROAD (66' WD)

SOCCER FIELD DIMENSIONS:

FIELD SIZE	LENGTH (FT)	WIDTH (FT)
11 V 11 (2)	340	225
9 V 9 (3)	240	165
7 V 7 (4)	180	120
4 V 4 (4)	90	60



DETAIL
NOVI PARK SIGN

- NOTES:**
- NOVI PARK SIGN SHALL MATCH THE DESIGN OF THE EXISTING ATC COMMUNITY SPORTS PARK SIGN.
 - CONTRACTOR SHALL SUBMIT SHOP DRAWING OF SIGN DESIGN FOR APPROVAL OF THE OWNER PRIOR TO CONSTRUCTION.

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Fax: (248) 844-5404

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PRIOR TO CONSTRUCTION, ALL LOCATIONS AND DEPTHS OF EXISTING UTILITIES, AS SHOWN, WITH PROPOSED IMPROVEMENTS SHALL BE VERIFIED IN THE FIELD. CALL HITS ARE WORKING DAYS PRIOR TO CONSTRUCTION.

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NOVI PARK

NORTH SITE PLAN

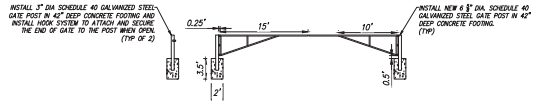
SECTION 30
TOWN 1 NORTH RANGE 8 EAST
CITY OF NOVI
OAKLAND COUNTY

NO.	DATE	REVISION
1	08/01/18	ISSUED FOR OWNER REVIEW
2	08/20/18	SITE PLAN REVIEW

DESIGNER	DATE
M. FRECKELTON	08-01-18
DESIGNER	DATE
CHECKED	DATE
PROJECT MANAGER	DATE
DEPARTMENT MANAGER APPROVAL	DATE

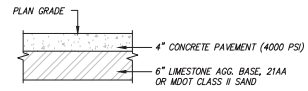
VERIFY SCALES:
BAR IS ONE INCH ON ORIGINAL DRAWING
IF NOT THE WORKING SHEET
ADJUST SCALES ACCORDINGLY

JOB NO.	SHEET NO.
NV18-003	NOVI18003SPL
SCALE:	SHEET NO.
1" = 50'	4

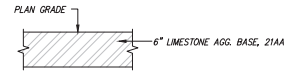


- NOTES:
1. PROVIDE FABRICATED GATE.
 2. INSTALLATION TO INCLUDE LOCK OPEN POSTS AND LATCHES BETWEEN DUAL SWING GATES OR CLOSING POST AT CLOSED POSITION. POSTS SHALL BE SUPPORTED WITH SHALLOW PER FOOTINGS THAT DO NOT PENETRATE REGULATED SURFACE.
 3. CONSTRUCT OF SCHEDULE 40 STEEL PIPE NOT DIPPED GALVANIZED AFTER FABRICATION.
 4. TOP MEMBER TO BE MIN. 2\"/>

DETAIL
30' SWING GATE (NTS)



DETAIL
4\"/>



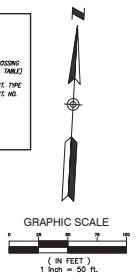
DETAIL
GRAVEL WALKING PATH

LEGEND

- PROPOSED STORM SEWER
- PROPOSED STORM MANHOLE (MH)
- PROPOSED CATCH BASIN (CB)
- PROPOSED INLET (IN)
- PROPOSED END SECTION (ES)
- PROPOSED FIELD CATCH BASIN (FCB) W/SHEDDING
- PROPOSED IRRIGATION WELL
- ▨ HEAVY-DUTY BITUMINOUS PAVEMENT
- ▨ GRAVEL PARKING ROAD AND PATHWAY
- ▨ CONCRETE SIDEWALK
- ▨ 6\"/>

SOCCER FIELD DIMENSIONS:

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4 Y 4 (4)	90	60



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NOVI PARK

SOUTH SITE PLAN

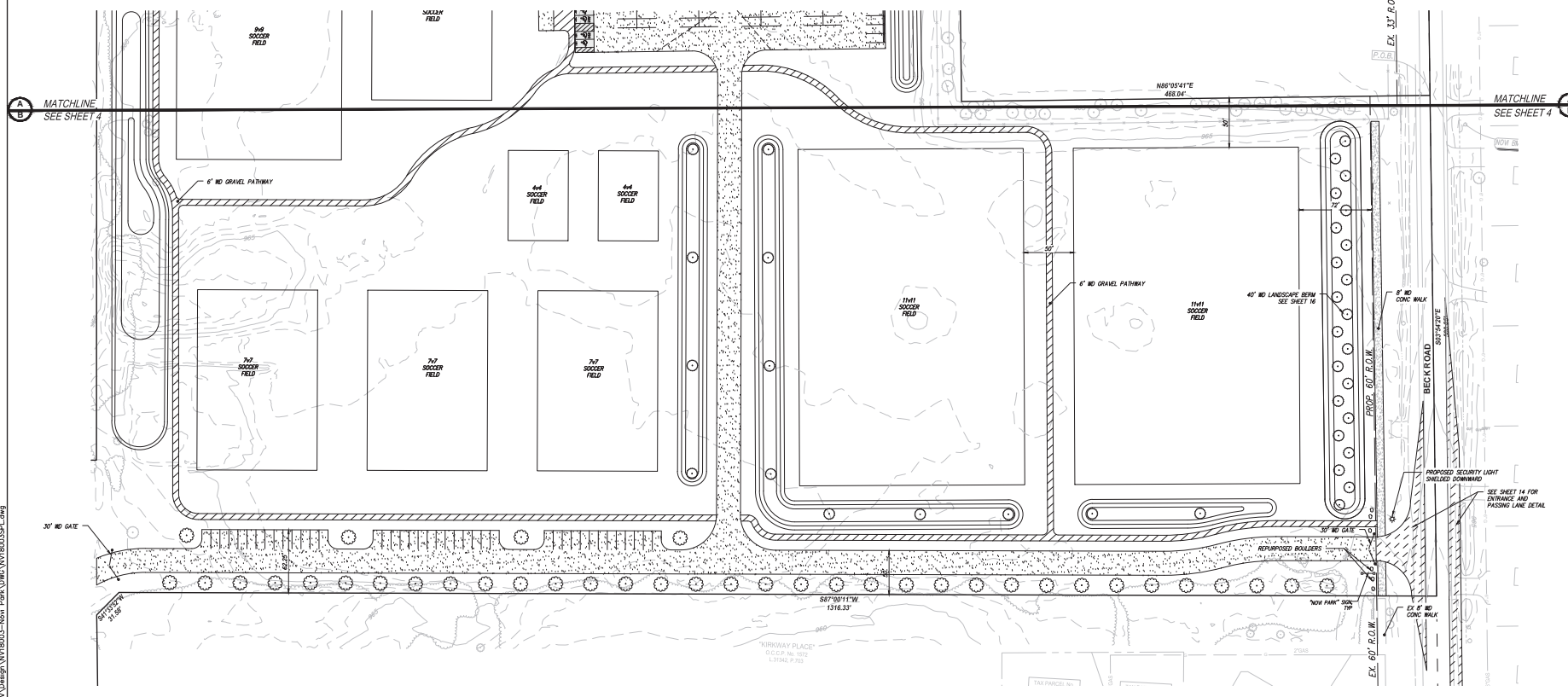
SECTION 30
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CITY OF NOVI
OAKLAND COUNTY

NO.	DATE	REVISION
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2	08/20/2018	SITE PLAN REVIEW

DESIGNER	M. FRECKELTON	DATE	08-01-18
CHECKED		DATE	
PROJECT MANAGER	D. RICHMOND	DATE	
DEPARTMENT MANAGER APPROVAL		DATE	

VERIFY SCALES
BAR IS ONE INCH ON ORIGINAL DRAWING
IF NOT INDICATED OTHERWISE
ADJUST SCALES ACCORDINGLY

JOB NO.	NV18-003	SHEET NO.	NV18003SPL
SCALE:	1" = 50'		5



Plotted: Aug 27, 2018, 3:16 PM by user: 989 - Sheet: 8/27/2018 by user: 989
J:\NV\Design\NV18003-NOVI Park_South\NV18003SPL.dwg

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

September 18, 2018

Planning Review

CITY OF NOVI BOSCO PARK

JSP 18-42

PETITIONER:

City of Novi

REVIEW TYPE:

Preliminary and Final Site Plan

PROPERTY CHARACTERISTICS

Section	20
Site Location	West of Beck road, southside of Eleven Mile Road; 50-22-20-200-011
Site School District	Novi Community School District
Site Zoning	RA: Residential Acreage
Adjoining Zoning	North R-3 with PSLR East RA: Residential Acreage West R-4: Single Family Residential South R-1: Single Family Residential
Current Site Use	Vacant
Adjoining Uses	North Senior Living/Vacant East Funeral Home and Single Family Residential West Single Family Residential/Vacant South Single Family Residential community
Site Size	Total Site Area: 73.58 Acres; Limits of Use: 31.76 Acres
Plan Date	August 01, 2018

PROJECT SUMMARY

The applicant is proposing to build a total 13 outdoor soccer fields of varied sizes. The site plan indicates 298 parking spaces including 9 handicap spaces. The site access is provided from Eleven Mile Road and Beck Road. Proposed parking lot and driveway improvements are proposed to be gravel pavement. Two existing buildings on site are proposed to remain. A gravel pad is provided for portable restrooms. The plan proposes acceleration and deceleration lanes along Eleven Mile and Beck Road frontages. A left turn passing lane is proposed along Beck Road.

ORDINANCE REQUIREMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. **Additional detail is needed for items in bold in this letter and in other review letters with adjustments needed at the next submittal.**

1. Existing Buildings: The site plan shows two existing buildings to remain. A gated access is provided to those buildings. **The applicant is asked to provide more details about the purpose of those buildings.**
2. Number of Parking Spaces (5.2.9.): For those uses not specifically mentioned, the requirements for off-street parking facilities shall be in accord with a use which the Planning Commission considers is similar in type. If no use is deemed to be similar, the Planning Commission may accept the recommendation of its Traffic Consultant or undertake a study to determine the most appropriate standard to use. **The applicant is proposing 13 fields that can hold up to 186 players. See table below. Information regarding hours of operation and age group of the players that could help determine the number of parking is unknown. The applicant is asked to provide background information that is used to arrive at the proposed parking count.**

Type of Field	Number of Fields	Number of Players
11 v 11	2	44
9 v 9	3	54
7 v 7	4	56
4 v 4	4	32
Total	13	186

3. Proximity to adjacent residential uses: The current property is zoned Residential and public outdoor recreational areas are a permitted use. Typically, screening is not required between two residentially zoned properties. Soccer fields to the northwest are located within 50 feet from the adjacent residential parcel and fields to the south are within 100 feet from the adjacent residential parcel. **The applicant could consider reasonable screening from adjacent residential uses.**
4. Minimum number of Bicycle Parking (Sec. 5.16.1): For Public Parks, ten (10) percent of required or provided automobile parking spaces or minimum of eight (8) spaces are required. **Provide the minimum required bicycle parking spaces per the applicable design standards.**
5. Performance standards (Sec 3.14.3.C): The lighting, noise, vibration, odor and other possible impacts should be in compliance with standards and intent of the article and performance standards of Section 5.14. **Please provide the required information with your response letter.**
6. Pedestrian Connectivity: The traffic circulation features within the site and parking areas shall be designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets. **A sidewalk along Eleven Mile or a pedestrian connection to Eleven Mile is not proposed. The applicant can consider a pedestrian connection from parking lot to Eleven Mile Road.**
7. Exterior lighting (Sec. 5.7): The site plan does not appear to be proposing exterior lighting in the interior site. One security light pole is provided at the Eleven Mile Road entrance and one at Beck Road entrance. **The applicant should provide a specification for the proposed lighting with the final site plan.**
8. Possible Deviations: The proposed site plan currently does not meet the ordinance requirements for the following items. Please refer to review letters for more details. **Please provide a response letter stating the reason for the deviations.**
 - a. Gravel parking lot in lieu of hard surface
 - b. No curb and gutter for parking lot for parking lot and driveways
 - c. No End islands
 - d. No bike parking
 - e. No sidewalk along Eleven Mile Road
 - f. Absence of Traffic Impact Study
 - g. Deficiency in greenbelt plantings

- h. Lack of street trees provided along both 11 Mile Road and Beck Road
 - i. Lack of endcap parking lot islands and islands to break up parking bays greater than 15 spaces
 - j. Lack of interior parking lot canopy trees
 - k. Lack of perimeter parking lot trees – around parking lot and entry drives
 - l. Fire lanes longer than 150 feet with a dead end at southwest corner of site and the access road to the existing buildings
9. Planning Review Chart: **Please refer to Planning Review Chart for other comments that need to be included on the Site plan.**
10. Other Reviews
- a. Engineering Review: Additional comments to be addressed with electronic stamping sets. Engineering recommends approval.
 - b. Landscape Review: All items do not conform to the code and some items can be amended in order to conform more closely to our current landscape standards. Landscape currently recommends approval for Preliminary Site Plan and requires a resubmittal for Final Site Plan.
 - c. Traffic Review: Additional comments to be addressed with revised final site plan. Traffic currently recommends approval for Preliminary Site Plan and requires a resubmittal for Final Site Plan.
 - d. Wetlands and Woodlands Review: This is not applicable as the proposed site plan is not proposing any impacts to regulated wetlands and woodlands.
 - e. Fire Review: Revisions are required to meet the Fire code. Fire recommends approval with conditions.

NEXT STEP: PLANNING COMMISSION MEETING

Please provide the following no later than 10 am on September 21, 2018 to stay on schedule for September 26, 2018 meeting.

- 1. An electronic version in PDF format of the site plan submitted , dated 08-20-18, with NO CHANGES MADE
- 2. A response letter addressing the comments from all the review letters.
- 3. A color rendering of building improvements, if any

REVISED FINAL SITE PLAN

After receiving Planning Commission's approval, please submit the following for revised Final Site Plan for Planning, Landscape, Traffic and Fire approval:

- 1. A response letter addressing the comments from all the review letters.
- 2. Four copies of the revised final site plan

ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

After receiving revised Final Site Plan approval, please submit the following for Electronic stamping set approval:

- 1. Plans addressing the comments in all of the staff and consultant review letters in PDF format.
- 2. Response letter addressing all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

STAMPING SET APPROVAL

Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals**, to the Community Development Department for final Stamping Set approval.

PRE-CONSTRUCTION MEETING

A Pre-Construction meeting is required for this project. Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact **Sarah Marchioni** at 248-347-0430 or via smarchioni@cityofnovi.org in the Community Development Department.

CHAPTER 26.5

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

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or skomaragiri@cityofnovi.org.



Sri Ravali Komaragiri – Planner



PLANNING REVIEW CHART: RA_One Family Residential

Review Date: September 17, 2018
Review Type: Preliminary/Final Site Plan
Project Name: JSP 18-42 CITY OF NOVI BOSCO PARK
Plan Date: August 20, 2018
Prepared by: Sri Komaragiri, Planner
Contact: E-mail: skomaragiri@cityofnovi.org; Phone: (248) 735-5607

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

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted July 26, 2017)</i>	Single Family, with master planned 1.65 maximum dwelling units per acre.	Storage area @ Public Park	Yes	Planning Commission approval of the site plan is required
Zoning <i>(Effective December 25, 2013)</i>	R-4: One-Family Residential	Public Park	Yes	
Uses Permitted <i>(Sec.3.1.5)</i>	Publicly owned and operated parks, parkways and outdoor recreational facilities	Public Soccer Fields and storage	Yes	
Height, bulk, density and area limitations <i>(Sec. 3.1.5)</i>				
Maximum Dwelling Unit Density	0.8 DUA	Not Applicable	NA	
Minimum Lot Area <i>(Sec 3.1.5)</i>	1 acre	Total Site Area: 73.58 Acres Limits of Use: 31.76 Acres	NA	
Minimum Lot Width <i>(Sec 3.1.5)</i>	150 ft.	Not Applicable	NA	
Building Setbacks <i>(Sec 3.1.5) & 3.6.B</i>				
Front <i>(Sec. 3.6.B)</i>	For all uses other than single-family or two-family residential , 30 ft. or 75 ft. or Height of main building Whichever is greater	Two small existing buildings	NA	
Side	10 ft. one side 30 ft. total two sides	No new buildings proposed	NA	
Exterior Side Yard (Napier)	Same as front yard setback			

Item	Required Code	Proposed	Meets Code	Comments
Rear	35 ft.		Yes	
Maximum % of Lot Area Covered <i>(By All Buildings)</i> <i>(Sec 3.1.5)</i>	25%	No new buildings proposed	NA	
Minimum Floor Area <i>(Sec 3.1.5)</i>	1,000 Sq.ft.	No new buildings proposed	NA	
Building Height <i>(Sec 3.1.5)</i>	35 ft. or 2.5 stories whichever is less	No new buildings proposed	NA	
Frontage on a Public Street. <i>(Sec. 5.12)</i>	No lot or parcel of land shall be used for any purpose permitted by this Ordinance unless said lot or parcel shall front directly upon a public street, unless otherwise provided for in this Ordinance.	Park fronts on Eleven Mile Road	Yes	
Parking Setback <i>Sec. 3.6.2.B</i>				
Front (north)	75 ft.	Not shown	Yes?	All setbacks appear to meet the standard. Please label the setback distances on the plan
Rear (south)	20 ft.	Not shown	Yes?	
Side (north and east)	20 ft.	75.35 ft.	Yes?	
Side (west)	20 ft.	Not shown	Yes?	
Note to District Standards <i>(Sec 3.6)</i>				
Area Requirements <i>(Sec 3.6A & Sec. 2.2)</i>	<ul style="list-style-type: none"> - Lot width shall be measured between two lines where a front setback line intersects with side setback lines. - Distance between side lot lines cannot be less than 90% between the front setback line and the main building. 	Not Applicable	NA	
Additional Setbacks <i>(Sec 3.6B)</i>	For all uses other than single-family or two-family residential , 30 ft. or 75 ft. or Height of main building	No new buildings proposed	NA	

Item	Required Code	Proposed	Meets Code	Comments
	Whichever is greater			
Exterior Side yard abutting Streets (Sec 3.6C)	NA	No new buildings proposed	NA	
Wetland/Water-course Setback (Sec 3.6M)	25ft. from boundary of a wetland and 25ft. from the ordinary highwater mark of a watercourse.	Park does not propose any impact to the on-site wetland or 25-foot wetland setback	NA	
Parking, Loading and Dumpster Requirements				
Number of Parking Spaces (5.2.9.)	If the proposed use is not similar to the listed uses, Planning Commission may accept the recommendation of the Traffic Consultant or undertake a study to determine the most appropriate standard to use.	298 parking spaces including 9 barrier free parking spaces	Yes?	Provide the source for the required parking numbers provided on the site plan. <u>Planning Commission has to approve the number of spaces</u>
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	90° Parking: 9 ft. x 19 ft. 24 ft. two way drives	Yes	<u>Applicant is proposing gravel surface for parking and maneuvering lanes which do not meet the standards</u>
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	Parking proposed far away from street ROW	Yes	
End Islands (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be	End Islands are not proposed	No	<u>Applicant is proposing gravel surface for parking and maneuvering lanes with no end islands which do not meet the standards</u>

Item	Required Code	Proposed	Meets Code	Comments
	constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance			
Barrier Free Spaces <i>Michigan Barrier Free design Standards</i> <i>Sec. 5.2.13</i>	4 barrier free parking spaces (for total 76 to 100) including 1 van barrier free parking space are required	7 regular barrier Free parking & 2 van barrier free space are provided	Yes	Applicant is proposing gravel surface for parking
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces	Meets the standards for dimensions, but not the pavement material	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	It appears that the signs are proposed, but unable to determine additional details	No	Provide additional information as requested in Traffic review letter
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Public Parks: Ten (10) percent of required or provided automobile parking spaces, minimum eight (8) spaces	No Bicycle parking is proposed 10% of total spaces is 29	No	Provide the minimum 8 required bicycle parking spaces
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	- No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	No Bicycle parking is proposed	No	Provide the minimum required bicycle parking spaces per the applicable design standards
Bicycle Parking Lot layout <i>(Sec 5.16.6)</i>	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane	No Bicycle parking is proposed	NA	Provide the minimum required bicycle parking spaces per the applicable design standards

Item	Required Code	Proposed	Meets Code	Comments
	width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double			
Loading Spaces (Sec. 5.4.1)	Loading area in the rear yard Loading area in interior side yard if it is adjacent to I, EXPO or EXO district	Loadings spaces are not proposed.	NA?	Planning recognizes that loading spaces may not be required for the proposed use. Please clarify if loading spaces are not required.
Accessory Structures				
Dumpster (Sec 4.19.2.F)	<ul style="list-style-type: none"> - 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 	A dumpster is proposed in the interior east side yard, away from barrier free spaces	Yes	
Dumpster Enclosure (Sec. 21-145. (c))	<ul style="list-style-type: none"> - 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 	A brick enclosure is proposed	Yes	
Sidewalks Requirements				
Exterior Lighting	A lighting plan is required for site plan approval	Hours of operation are dawn to dusk. Exterior lighting is not proposed	NA	
Non-Motorized Plan	6 feet sidewalk along Eleven Mile and 8 foot walk along Beck Road Frontage	Sidewalk proposed on Beck Road Frontage	No?	Sidewalk is not proposed on Eleven Mile Frontage

Item	Required Code	Proposed	Meets Code	Comments
Other Requirements				
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Not Applicable	NA	
Property Split or Combination	Property combination or split shall be reviewed and approved by the Community Development Department.	No Parcel combination or split is proposed at this point	NA	
Development/ Business Sign	Signage if proposed requires a permit.	Not proposed at this time	NA	
<p>NOTES:</p> <ol style="list-style-type: none"> This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. 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. 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

September 14, 2018

Engineering Review

Novi Bosco Park
JSP18-0042

Applicant

City of Novi

Review Type

Preliminary and Final Site Plan

Property Characteristics

- Site Location: Southwest Corner of 11 Mile and Beck Road
- Site Size: 73.58 acres (Site Area for Use = 31.76 acres)
- Plan Date: August 31, 2018
- Design Engineer: Spalding DeDecker

Project Summary

- Site work for multiple soccer fields and construction of a parking lot consisting of 289 parking spaces and 9 barrier free parking spaces (including 2 Van Accessible Spaces). Site access would be provided via 2 private access roadways.
- Water service is not required. All fields will be irrigated via a proposed irrigation well in the center of the proposed park.
- Sanitary sewer service is not required. A gravel pad has been provided for portable sanitation facilities.
- Storm water would be collected by a single storm sewer collection system and will outlet into the existing pond and proposed storm water detention facilities.

Recommendation

Approval of the Preliminary and Final Site Plan can be recommended with items to be addressed prior to stamping sets.

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following exceptions, which can be addressed with an electronic stamping set submittal and/or approval of variances from the Design & Construction Standards.

General

1. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets-rev. 02/16/2018), and paving (2 sheets-rev. 03/05/2018) at the time of the printed Stamping Set submittal. These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>
2. Show and label the master planned right-of-way width for Beck Road and Eleven Mile Road. The dedication of the additional right-of-way is requested with the project. Label the additional right-of-way width to be dedicated along as "proposed" right-of-way.
3. A right-of-way permit will be required for work in the Eleven Mile and Beck Road right-of-way.
4. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
5. Provide a traffic control plan for the proposed road work activity (City roads).
6. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of areas of vehicular traffic, and illustrate on the profiles.
7. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
8. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.

Water Main

9. A permit for the proposed onsite irrigation well is required from the Oakland County Health Department. Please provide a copy of this permit to the Community Development Department.

Storm Sewer

10. A minimum cover depth of 3 feet shall be maintained over all storm sewers.
11. Provide a 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or greater occurs.
12. Match the 0.80 diameter depth above invert for pipe size increases.
13. Provide a four-foot deep sump and an oil/gas separator in the last storm structure prior to discharge to the storm water basin.
14. Label all inlet storm structures on the profiles. Inlets are only permitted in paved areas and when followed by a catch basin within 50 feet.
15. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
16. Show all crossing underground utilities (existing or proposed).

17. Show Rip-Rap at end sections in plan and profile view (associated with outlets into the basins).
18. No more than three CB's shall drain into any one catch basin. Provide a properly sized manhole with 2' sump where necessary. Revise plan and profile view accordingly.
19. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

Storm Water Management Plan

20. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
21. The runoff coefficient for gravel in the Engineering Design Manual is 0.85. Revise calculations using this runoff coefficient.

Paving & Grading

22. Parking lots are required to be paved with concrete curb and gutter. A variance from the Design and Construction Standards is required for lack of pavement and pavement markings.
23. Accessible routes to and from the barrier free parking spaces should be defined.

Soil Erosion and Sediment Control

24. A SESC permit is required.
25. An NPDES permit is required from the MDEQ for greater than five (5) acres of disturbance.

Off-Site Easements

26. Any off-site utility easements anticipated must be executed **prior to final approval of the plans.** Agreements

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

27. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**
28. 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), right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be submitted with the Stamping Set:

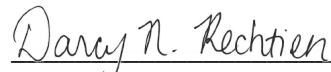
(Please note that all documents must be submitted together as a package with the Stamping Set submittal with a legal review transmittal form that can be found on the City's website. Partial submittals will not be accepted.)

29. A draft copies of the warranty deed for the additional right-of-way to be dedicated along Eleven Mile Road and Beck Road.
30. Executed copies of approved off-site easements.

The following must be addressed prior to construction:

31. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
32. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application required). No fee is required for this permit.
33. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Ted Meadows at 248-844-5400 for more information.
34. Construction inspection fees in an amount to be determined must be paid to the Community Development Department.
35. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. Any applicable financial guarantee and inspection fees will be determined during the SESC review.
36. A permit for work within the right-of-way must be obtained from the City of Novi. The application is available from the City Engineering Division or on the City website and may be filed once the Final Site Plan has been submitted. Please contact the Engineering Division at 248-347-0454 for further information. Only submit the cover sheet, standard details and plan sheets applicable to the permit.
37. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ may require an approved SESC plan to be submitted with the Notice of Coverage.
38. Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.

Please contact Darcy Rechtien at (248) 735-5695 with any questions.



Darcy N. Rechtien, P.E.

cc: Sri Komaragiri, Community Development
George Melistas, Engineering

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

September 6, 2018

Preliminary/Final Site Plan - Landscaping

Bosco Park

Review Type

Preliminary/Final Landscape Review

Property Characteristics

- Site Location: Southwest corner of Beck and 11 Mile Roads
- Site Acreage: 73.6 acres
- Site Zoning: RA
- Adjacent Zoning: East: RA, South: R-1, West, R-4, North: R-3
- Plan Date: 4/7/2017

Ordinance Considerations

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

Recommendation

The project is **recommended for approval of preliminary but not final site plans**. There are a number of waivers that are required for this project's current configuration, as well as some other things that need to be amended in order to conform more closely to our current landscape standards.

Landscape Waivers

1. Deficiency in greenbelt plantings (shortage in trees provided).
2. Lack of street trees provided along both 11 Mile Road and Beck Road.
3. Lack of endcap parking lot islands and islands to break up parking bays greater than 15 spaces.
4. Lack of interior parking lot canopy trees
5. Lack of perimeter parking lot trees – around parking lot and entry drives

Please include a list of all required waivers on the landscape plan, along with justifications for each.

Ordinance Considerations

Existing Soils (Preliminary Site Plan checklist #10, #17)

Provided.

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

Provided.

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

No woodlands or protected trees are on the site.

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

1. The residentially zoned property is adjacent to other residential property so no berms or screening is required.
2. A line of maples is provided along the south property line. **Please use a denser screen along the eastern 400lf of the south property line where actual residences, not woods, abut the park.**
3. **While not required, it would also be good to provide visual buffer along the west property line to screen that residential property from the park.**
4. The city does not have any screening standards for soccer fields, so there is flexibility in what is provided for interior landscaping around the soccer fields.

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

1. The property fronts on both Beck and 11 Mile Roads.
2. An undulating berm, with a minimum 4 foot height and 4 foot wide crest is required. Conceptual berms approximately 3 feet tall with crests between 13-20 feet wide are provided along both roads.
3. **Please add undulations to the berms, maintaining a minimum height of 4 feet and minimum crest width of 4 feet.**
4. 1 large evergreen or deciduous canopy per 40 lf and 1 subcanopy tree per 25 lf is required. Based on the frontages (net of the existing pond for 11 Mile Road and net of the access way widths for both frontages, the following trees are required:
 - Beck Road: 12 large trees and 19 subcanopy trees. 22 large evergreens are provided.
 - 11 Mile Road: 10 large trees and 16 subcanopy trees. 14 large evergreens are provided.
5. **A landscape waiver for the tree deficiencies is required.**

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and LDM 1.d.)

1. Based on the frontages, less the clear vision triangles, and the pond on 11 Mile Road the following trees are required at 1 tree per 35 lf net frontage:
 - Beck Road: 13 street trees are required, 0 are provided
 - 11 Mile Road: 11 street trees are required, 0 are provided
2. **The lack of trees requires a landscape waiver.** If DPW does not allow some or all of them, or other conditions prevent their planting, then the waiver may be lessened or eliminated altogether.

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

1. A landscape islands with a deciduous canopy tree are required to break up parking bays longer than 15 spaces, and endcap landscaped islands are required to protect the cars from traffic. None of these are provided in the central parking lot. **These deficiencies require a landscape waiver.**
2. The required interior parking lot landscaping islands and trees are provided in the lot along the south edge of the site.
3. **Please provide calculations for the parking lot landscaping requirements.**
4. **Please add islands and interior where possible to create a more pleasant, shaded parking lot.**

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

1. 1 tree per 35 lf of the parking lot perimeter and along the access drives are required, within 15 feet of the curb/paved surface. The trees along the south property line meet the requirement for that area, but no other required perimeter trees are provided, on the

north side of that parking area or anywhere else on the site. **These deficiencies require a landscape waiver.**

2. **Please add calculations for parking lot perimeter trees required for the entire site and provide those trees to avoid needing this landscape waiver.**

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

No loading zone screening is required as part of this project.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. The existing schools' storage buildings are the only permanent structures on the site. They are partially screened from 11 Mile Road by a berm and evergreen trees.
2. No further foundation landscaping is required as they aren't technically part of this project.

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

1. Provided.
2. **Please do not use Austrian Pines as they are prone to disease.**
3. **Only 2 species are used for all of the proposed plantings. Please follow the diversity standards of the Landscape Design Manual (Section 4).**
4. **Please add a standard costs chart. It should include all plantings, seed, sod and mulch to be used on the site. The standard costs to use are:**

Deciduous canopy tree:	\$400 ea	Evergreen tree:	\$325 ea
Subcanopy tree:	\$250 ea	Shrub:	\$50 ea
Perennials/grasses:	\$15 ea		
Seed:	\$3/sy	Sod:	\$6/sy
Mulch:	\$35/cu. yd		

Planting Notations and Details (LDM)

1. Provided.
2. **Please add a standard berm cross section detail showing construction of loam with 6" layer of topsoil, max 1:3 slopes**

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

1. Only grassed swale detention areas are provided.
2. **Please use a native seed mix within the swales and show the mix details on the plan.**

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

The proposed landscaping must be provided with sufficient water to become established and survive over the long term. Please note how this will be accomplished if an irrigation plan is not provided.

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

Provided.

Snow Deposit (LDM.2.q.)

Not indicated. As the site won't be used during snowy seasons, this is not necessary.
Provided.

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

No woodlands exist on the site and no trees are proposed to be removed.

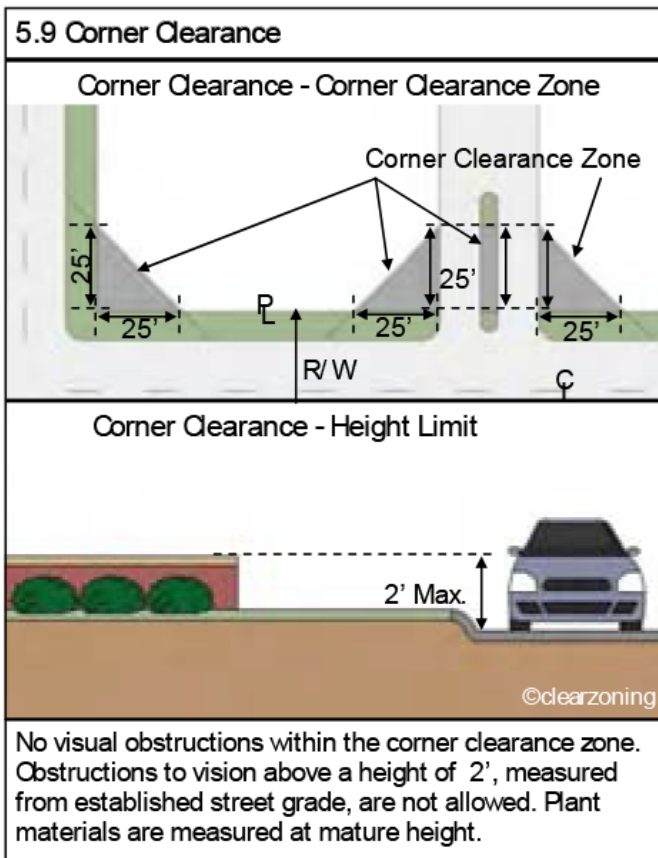
Corner Clearance (Zoning Sec 5.9)

1. Provided, but drawn incorrectly. It should reference the property line, not edge of pavement

2. Please correct the clear vision zones per the diagram below.

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 meader meader@cityofnovi.org.

Rick Meader – Landscape Architect



TRAFFIC REVIEW



AECOM
27777 Franklin Road
Southfield
MI, 48034
USA
aecom.com

Project name:
JSP18-0042 City of Novi Bosco Park Preliminary
and Final Site Plan Traffic Review

From:
AECOM

Date:
September 12, 2018

To:
Barbara McBeth, AICP
City of Novi
45175 10 Mile Road
Novi, Michigan 48375

CC:
Sri Komaragiri, Lindsay Bell, George Melistas, Darcy
Rechtien, Hannah Smith

Memo

Subject: JSP18-0042 City of Novi Bosco Park Preliminary and Final Site Plan Traffic Review

The combined preliminary and final site plan submittal was reviewed to the level of detail provided and AECOM **recommends approval** for the preliminary site plan, but denial for the final site plan based on missing site details and/or until the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The City of Novi is proposing a 73.58 acre City soccer complex with 13 soccer fields in the southwest quadrant of Beck Road and Eleven Mile Road.
2. The park is proposed to have gated access points off of Beck Road and Eleven Mile Road. Both roads are under the jurisdiction of the City.
3. Summary of traffic-related waivers/variances:
 - a. The applicant may be required to seek a deviation for use of gravel in lieu of hard-surfacing and curb throughout the site (drives and parking lot areas).
 - b. The applicant is not proposing to stripe the parking areas and may be required to seek a variance for lack of striping.
 - c. The applicant is not proposing end islands and may be required to seek a waiver for lack of end islands.
 - d. The applicant is not proposing landscape islands every 15 spaces and may be required to seek a waiver for lack of landscape islands.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation estimate based on the ITE Trip Generation Manual, 10th Edition, as follows:

ITE Code: 488 (Soccer Complex)
Development-specific Quantity: 13 fields
Zoning Change: N/A

Trip Generation Summary				
	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	13	8	100	No
PM Peak-Hour Trips	214	141	100	Yes
Daily (One-Directional) Trips	927	N/A	750	Yes

- The number of trips exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour. AECOM recommends performing the following traffic impact study in accordance with the City's requirements.

Trip Impact Study Recommendation	
Type of Study:	Justification
Traffic Impact Statement	Based on the trip generation estimates, the development requires a Traffic Impact Statement to be completed.

EXTERNAL SITE ACCESS AND OPERATIONS

The following comments relate to the external interface between the proposed development and the surrounding roadway(s).

- The development is proposed to have two points of access: one off of Beck Road and one off of Eleven Mile Road. A third future access stub is provided at the southwest corner of the site. All three access points are proposed to be gated.
- The Beck Road and Eleven Mile Road driveways are proposed to be have a width of 24 feet, and entering/exiting radii of 35 feet, which does not coincide with City standard dimensions, per Figure IX.1. The driveway geometry should be updated to meet standard dimensions.
- The applicant is proposing right-turn deceleration taper and lane and acceleration lane along southbound Beck Road. The dimensions provided on the site plan do not coincide with Figure IX.11 and should be updated.
- The applicant is proposing a northbound left-turn passing lane along northbound Beck Road. The taper and lane length dimensions provided are in compliance with Figure IX.9; however, the applicant should update/provide the following:
 - The passing lane is proposed to be curbed with a three foot gravel shoulder and could be revised to be uncurbed with the gravel shoulder.
 - The applicant should indicate the proposed width of the passing lane.
- The applicant should provide driveway spacing dimensions at both external drives to ensure compliance with Section 11-216(d)(1)(d) and Figure IX.12.
 - Initial measurements indicate that adequate spacing is likely provided.
- The applicant shall provide sight distance measurements at both external site drives.
- The applicant should provide maintenance of traffic plans for the work within the right-of-way.

INTERNAL SITE OPERATIONS

The following comments relate to the on-site design and traffic flow operations.

1. General Traffic Flow
 - a. The applicant is providing 24 foot wide gravel drives throughout the site. City standards require drives to be hard surfaced and curbed, else the applicant may seek a deviation.
 - b. The applicant should provide additional radii dimensions throughout the site to ensure accessibility.
 - c. The applicant should provide the width of the driveway to the two buildings on site and indicate the types of vehicles that will need to access those facilities so that proper design can be assessed.
 - d. The applicant should provide additional information regarding the type of trailer that will be stored near the buildings and indicate travel patterns to ensure accessibility to and from the storage area.
2. Parking Facilities
 - a. The applicant is proposing a gravel parking lot, which is not in compliance with City standards. City standards require parking lots to be hard surfaced and curbed, else the applicant may seek a deviation.
 - b. The applicant is proposing a parking area for 298 spaces.
 - i. The applicant has proposed nine accessible parking spaces in the southwest corner of the main parking lot. The accessible parking space dimensions are in compliance with standard dimensions.
 - c. The applicant is not proposing to stripe the parking areas and may be required to seek a variance for lack of striping. While the parking areas are not proposed to be striped, the typical dimensions provided (9' x 19') for the parking spaces are in compliance with City standards.
 - d. The applicant is proposing to place parking blocks in front of the parking spaces along the east and west sides of the parking lot.
 - i. The parking blocks are proposed to be eight feet in length. The applicant should modify the parking block design to be six feet in length and positioned in the center of each parking space such that there is a three foot wide access aisle between each parking block.
 - ii. The parking blocks are proposed to be six inches in height. The applicant should provide a dimension that shows that there is 19' from the face of the parking block to the edge of the 24' wide maneuver aisle, else, the applicant may choose to reduce the height of the parking blocks to four inches and position them such that there is 17' from the face of the parking block to the edge of the 24' wide maneuver aisle. If designating the parking spaces to be 17' in length, there must be a clear two foot overhang provided in front of the parking spaces.
 - e. The applicant should consider placing parking blocks in front of the parking spaces along the southernmost driveway to prevent vehicles from entering the landscaped area.
 - f. The applicant is not proposing end islands and may be required to seek a waiver for lack of end islands.
 - g. The applicant is not proposing landscape islands every 15 spaces and may be required to seek a waiver for lack of landscape islands.
 - h. The applicant is required to provide bicycle parking facilities on site and should reference section 5.16 of the City's Zoning Ordinance for requirements.
 - i. The applicant should update the "Typical Parking Area Pavement & Curb Details – 7" section to only contain pertinent details.
3. Sidewalk Requirements
 - a. The applicant is proposing an eight foot wide concrete sidewalk along Beck Road, which is in compliance with City standards.
 - i. The applicant should confirm that the sidewalk will connect to the existing sidewalk to the north and south of the site as there appear to be gaps to the property lines on the site plan.
 - ii. The applicant should confirm that the sidewalk is placed such that it is within one foot of the right-of-way line, and not closer than 12 feet from the edge of pavement, per the City's Engineering Design Manual.

- b. The applicant is not proposing a sidewalk along Eleven Mile Road, which is not in compliance with the City's Non-motorized Master Plan.
 - i. The applicant should update the plan to include a six foot wide sidewalk along Eleven Mile Road.
 - ii. The applicant should position the sidewalk such that it is placed within one foot of the right-of-way line, and not closer than 12 feet from the edge of pavement, per the City's Engineering Design Manual.
- c. The applicant should label any proposed sidewalk ramps and include the latest Michigan Department of Transportation (MDOT) detail.
- d. The applicant is proposing six foot gravel pathways throughout the site.
 - i. The applicant should consider providing a pathway connection to the Eleven Mile Road sidewalk (if and when the Eleven Mile Road sidewalk is incorporated into the site plan).

SIGNING AND STRIPING

- 1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). The following is a discussion of the proposed signing and striping.
 - a. The applicant should provide striping details for any proposed striping for the following site items:
 - i. On-site striping details for accessible parking areas
 - 1. Note that the accessible parking striping shall be four inches in width and blue in color.
 - 2. The international symbol for accessibility shall be white, or white with a blue background and white border with rounded corners. The applicant should provide a detail of the international symbol for accessibility in accordance with the MMUTCD.
 - 3. The international symbol for accessibility should be mirrored to face the opposite direction and placed in a position close to the drive aisle.
 - ii. Roadway striping details for modifications to Eleven Mile Road and Beck Road
 - iii. Any other proposed striping on-site.
 - b. The applicant shall provide a signing quantity table to include the sign types, MMUTCD designation and sizes.
 - c. The applicant should indicate the locations of all proposed signs on site, including where the "Van Accessible (R7-8a) plaques will be located.
 - d. The proposed accessible parking signing shall be located in front of the 19' parking spaces or outside of the two foot overhang if in front of a 17' parking space.
 - e. The applicant should relocate the proposed stop sign near the drive to the buildings to be on the right side of the drive.
 - f. The applicant could consider placing stop signs at the site drive intersections with Eleven Mile Road and Beck Road.
 - g. The applicant could consider placing a stop or yield sign on the southbound leg of the internal site intersection where the drive from the main parking area meets the southern drive.
 - h. The applicant should indicate the proposed signing on site and provide notes and details related to the proposed signing.
 - i. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.
 - ii. The applicant should indicate a bottom height of 7' from final grade for all signs installed.
 - iii. The applicant should indicate that all signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign.
 - iv. Traffic control signs shall use the FHWA Standard Alphabet series.
 - v. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements.

Memo

Should the City or applicant have questions regarding this review, they should contact AECOM for further clarification.

Sincerely,

AECOM



Maureen N. Peters, PE
Senior Traffic/ITS Engineer



Paula K. Johnson, PE
Senior Traffic Engineer

FIRE REVIEW



September 19,2018

TO: Barbara McBeth- City Planner
Sri Ravali Komaragiri- Plan Review Center
Lindsay Bell-Plan Review Center
Hannah Smith-Planning Assistant

RE: City of Novi Bosco Park

PSP# 18-0132

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Gwen Markham

Kelly Breen

City Manager
Peter E. Auger

Director of Public Safety
Chief of Police
David E. Molloy

Director of EMS/Fire Operations
Jeffery R. Johnson

Assistant Chief of Police
Erick W. Zinser

Assistant Chief of Police
Scott R. Baetens

Project Description:

Build a Soccer Field park consisting of 2 out buildings and 13 soccer fields.

Comments:

- **All** fire hydrants **MUST** in installed and operational prior to any building construction begins.
- **MUST** have fire hydrants for out buildings. Hydrant spacing is 300' from fire hydrant to fire hydrant. **Novi City Ordinance 11-68(F(!)c.**
- **MUST** add water-mains to site plans for review.
- All roads **MUST** meet City of Novi weight requirements of 35 ton. **Novi City Ordinance 15-17 503.2.3.**
- Dead ends fire access roads **MUST** be <150' (south west corner of the property also in front of the two buildings. Need a "T" turn around or connect the road to the parking lot on the east). **IFC 503.2.5.**

Recommendation:

APPROVED WITH CONDITIONS

Sincerely,

Kevin S. Pierce-Fire Marshal
City of Novi – Fire Dept.

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER



September 21, 2018

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

Re: Bosco Fields Plan Review

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Gwen Markham

Kelly Breen

City Manager
Peter E. Auger

Director of Parks, Recreation & Cultural Services
Jeffrey A. Muck



Sri,

At the May 21, 2018, City Council meeting, a long-term use agreement was approved with the Novi Community School District for the property on the west side of Beck Road and the south side of 11 Mile Road that is currently undeveloped and vacant. The City is planning to use and develop the property for multi-purpose sports, athletic and recreational fields and related amenities, including parking areas and access roads or drives.

The agreement allows the City to make improvements and maintain the land as public park land, open for use by the general public, and not for private operation. No indoor recreation is permitted, and no permanent structures are allowed, except for any storage or maintenance structures agreed upon by the City and the school district.

Parks, Recreation and Cultural Services, Engineering, and Integrated Solutions team members have been working with the City's Engineering Consultant, Spalding DeDecker, and with Novi Community School District personnel to develop a site plan for development of the park. The site plan incorporates needs of the City for programming soccer, flag football, lacrosse and cricket, while designating and delineating space for the Novi Community School District's storage buildings, trailer parking and senior all-night party storage pods. It also retains access to the southern part of the property, per the school district's request.

Clarification is being provided on the following items from the plan review:

Parking

The maximum number of soccer participants utilizing the fields at any given time is estimated at 186. The site plan submitted includes 298 parking spaces. The amount of planned parking accommodates the need for spectators, officials, and staff. The parking lot will be gravel consistent with the current ITC Community Sports Park and Grand River Soccer Park sites. Barrier free parking will be addressed through the installation of asphalt handicap parking spaces including van accessibility.

Program Schedules

In general, most activities at the park (soccer, flag football, cricket, etc) will take place on weeknights from 6pm to dusk and on weekends from approximately 8am to dusk. During the summer, activities may be held on weekdays. Park signage and rules will indicate the park is open from dawn to dusk.

Lighting and Sound

Lighted entry poles and gates are planned at 11 Mile and Beck entrances for safety and security. There are no plans for permanent sound systems, speakers and or field lighting to be installed at this time. Additional screening may be added around

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Novi, Michigan 48375
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cityofnovi.org

the park boundaries or berm heights may be adjusted if deemed necessary.

Sidewalk Connectivity on 11 Mile Road

The sidewalk North of 11 Mile Road provides neighborhood connection to Bosco Fields. Installation of sidewalk on the south side of 11 Mile Road is considered a future project to be prioritized in the City's Non-motorized Master Plan.

Please let me know if you need additional clarification on the items above or any other items pertaining to the Bosco Fields park project,

Sincerely,

Jeffrey A Muck, CPRP