



CITY of NOVI CITY COUNCIL

Agenda Item E
March 27, 2017

SUBJECT: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Briarwood (\$5,000.00), Camden Court (\$5,000.00), Meadowbrook Glens (\$1,400.00), Meadowbrook Lake (\$ 5,000.00), Oakridge Place (\$1,684.50), Roma Ridge (\$2,250.00), and Yerkes Manor (\$ 5,000.00).

SUBMITTING DEPARTMENT: Community Development/ City Manager's

CITY MANAGER APPROVAL: 

EXPENDITURE REQUIRED	\$ 25,334.50
AMOUNT BUDGETED	\$ 25,000.00
APPROPRIATION REQUIRED	\$ 25,334.50
LINE ITEM NUMBER	101-172.00-816.002

BACKGROUND INFORMATION:

The idea for a neighborhood entryway enhancement matching grant program originated in 2013 after the City Council and the City Administration visited Fishers, Indiana, and learned of that community's program which offered subdivisions a matching grant for the beautification of neighborhood entrances.

From there, City staff developed a similar grant program- the Neighborhood Entryway Enhancement Matching Grant Program- which offers associations a 50/50 matching grant of up to \$5,000 for the beautification of neighborhood entrances through permanent physical improvements, such as the addition or rehabilitation of entrance signs, the construction of flower beds, the planting trees, the upgrading of lighting, and the installation of other related entryway improvements. The grant stipulations include: all improvements must be located on the perimeter of the neighborhood and be visible from the public right-of-way; projects cannot include recurring or maintenance improvements items; and organizations are not eligible for be awarded a grant in consecutive years.

Included with the grant application is the Residential Entranceway Signage document created by the Community Development Department as a detailed guideline of entryway signage and construction regulations. This document is intended to provide applicants with an understanding of City Ordinance during the design process, and applicants are encouraged to meet with Community Development staff prior to application submission to ensure that their project abides all City regulations.

Nine applications were received before the deadline of February 3, 2017. City staff organized the applications for review by the Beautification Commission, created cover sheets summarizing the highlights of each, and provided the evaluation criteria and 75-point ranking system. Project need, impact, feasibility, and sustainability were taken into

consideration when assessing applications. Bonus points were awarded for those proposals that incorporated environmentally sound practices and sustainable elements, such as use of native plants, LED lighting, and locally-sourced materials.

The Beautification Commission met on March 13 to discuss the applications and vote on them in a public meeting where attendance by neighborhood representatives was optional. Only one neighborhood sent a representative to the meeting. Prior to the meeting on March 13, questions were sent to the applicants to allow them an opportunity to address questions that arose as applications were reviewed by staff and the Commission.

All applicants proposed significant improvements to their entrances. Work proposed included new or updated signage, landscaping, and lighting. Many proposals incorporated more than one element, and some were part of a multi-phase plan to upgrade the neighborhood.

Briarwood, Camden Court, Meadowbrook Lake, Oakridge Place, Roma Ridge and Yerkes Manor received the greatest amount of support from the Commission members and staff representatives to award the requested amounts of up to \$5,000 each. During deliberations it was recommended to allocate the remaining funds to Meadowbrook Glens because there were sufficient funds remaining for their grant request amount but not for the amounts requested by Barclay Estates and Edinborough. This recommendation helps fulfill the intent of the grant to assist with as many projects as possible throughout the community.

The Commission made recommendations to award the requested grant amounts for the following seven neighborhoods:

- Briarwood – requested grant of \$5,000.00
- Camden Court – requested grant of \$5,000.00
- Meadowbrook Glens – requested grant of \$1,400.00
- Meadowbrook Lake – requested grant of \$5,000.00
- Oakland Ridge – requested grant of \$1,684.50
- Roma Ridge – requested grant of \$2,250.00
- Yerkes Manor – requested grant of \$5,000.00

Draft meeting minutes from the Beautification Commission's March 13, 2017 meeting are attached. Since the commission has only three voting members at this time, three City staff representatives were permitted equal voting privileges.

Awarded projects must be completed by November 1, 2017, at which time the City will reimburse the organizations for the awarded amount. The total recommended award is \$25,334.50. Although, the City has budgeted only \$25,000.00 for Fiscal Year 2016-17, and there is \$3,203.89 remaining from previous years, which is recommended to be used toward the amount above the budgeted amount.

RECOMMENDED ACTION: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Briarwood (\$5,000.00), Camden Court (\$5,000.00), Meadowbrook Glens (\$1,400.00), Meadowbrook Lake (\$ 5,000.00), Oakridge Place (\$1,684.50), Roma Ridge (\$2,250.00), and Yerkes Manor (\$ 5,000.00).

**BEAUTIFICATION COMMISSION MEETING
DRAFT MINUTES
MARCH 13, 2017**

Draft Minutes of
NOVI BEAUTIFICATION COMMISSION
City of Novi
Monday, March 13, 2017 5:00 PM
Activities Room, Novi Civic Center, 45175 W. Ten Mile

1. **Call to Order**

The meeting was called to order at or about 5:00 PM.

2. **Roll Call:**

Commissioners: Crossey, Todd, Upton

Additional Judges: Rick Meader, Landscape Architect

Megan Mikus, Graduate Management Analyst Intern

Absent: Melissa Place, Administrative Assistant (Excused, notes passed to Rick)

Also Present: Victor Cardenas, Assistant City Manager

Barbara McBeth, Deputy Director of Community Development

Katherine Oppermann, Account Clerk

Sign-in Sheet Attendees:

1. Ed Minas
2. Lynn Kocan

3. **Approval of Agenda:**

The Commission voted unanimously to approve the agenda as presented

4. **Matters for Commission Action/Discussion**

Discussion and Votes on 2017 Neighborhood Entryway Grant Applications for Recommendations to City Council

It was noted that due to budget restrictions not all applicants would be able to be accepted at this time

Questions posed by Commissioner Upton:

-Will **Oakridge** wishing to move street sign to the opposite sidewalk be of large concern?

Victor remarked that this is a definite concern and does need to involve engineering before a full answer can be given.

It was noted that the moving of the sign only accounts for \$300 of the grant request and may be set aside for the purpose of applicant considerations

-Was it known if **Meadowbrook Glens** has the money to start the project?

Rick believes yes

Colleen opened discussion by noting high points of several applicants:

Meadowbrook Lake – She appreciated their frugality in picking only two of their four entrances to put forward at this time thus maintaining a reserve fund.

Briarwood – Has 73 homes and it will be the first update to the entranceway. She also appreciated that in the past neighborhood members have worked cooperatively to maintain the entryway. Additionally pointed out that their project features all native plants and how that benefits local fauna. Carolyn Upton added that they have the money in their funds to start work immediately.

Meadowbrook Glens – Collen was impressed that their projected cost was calculated precisely down to the cent.

Camden Court (not relevant to entryway grant request) When Colleen visited a neighborhood member noted concern regarding traffic in the neighborhood. Victor suggested that this should be directed to DPS who may be able to respond to either particular complaints or general need for additional signage

Oakridge Place – Noted the necessity of an update, visibility for their sign is poor as it is set back.

Edinborough – Colleen noted that they lacked the amount of detail provided by other applicants and that they need no sign update just landscaping.

Commissioner Upton notes she ranked her suggestion for applicants to put forward highly on if they could be “shovel ready”, funds already available prior to next collection date.

Barclay – request respected but noted that their project seemed to be a less immediate need compared to other applicants. Rick pointed out in support of applicant that it was part of an ongoing project and the community had already spent a lot of money.

Victor noted that all applicants barring Edinborough and Barclay can be accepted and fall within the allotted available funds.

Colleen suggests putting forward: Meadowbrook Lakes, Oakridge Place, Roma Ridge, Briarwood, Meadowbrook Glens, Camden Court, and Yerkes Manor

Votes of All Reviewers

Barclay Estates – 3
Briarwood – 6
Camden Court – 4
Edinburgh – 3
Meadowbrook Glens – 3
Meadowbrook Lake – 6
Oakridge Place – 5
Roma Ridge – 5
Yerkes Manor – 4

Commission Recommends for Grant Approval: Briarwood, Camden Court, Meadowbrook Glens, Meadowbrook Lake, Oakridge Place, Roma Ridge, and Yerkes Manor

Priority was given to Meadowbrook Glens over Edinburgh and Barclay Estates because there were sufficient grant funds left for their project request but not for the amounts requested by Edinburgh or Barclay Estates.

It is suggested that Barclay and Edinburgh reapply next year.

**CITY OF NOVI
NEIGHBORHOOD ENTRYWAY ENHANCEMENT
MATCHING GRANT PROGRAM**

2016-2017 Grant Program Information

Novi Neighborhood Entryway Enhancement Matching Grant Program

Office of the City Manager

2016



cityofnovi.org

Neighborhood Entryway Enhancement Matching Grant Program

Purpose

The Neighborhood Entryway Enhancement Matching Grant Program was established by City Council to provide funding assistance to City of Novi Homeowners Associations to support their efforts to enhance their neighborhoods through high-quality, sustainable neighborhood entranceway beautification projects. These projects are intended to beautify a subdivision entrance through significant and permanent physical improvements, including adding/modifying entrance signs, constructing flower beds, planting trees, upgrading lighting, and other related entryway improvements. Neighborhoods are eligible for a 50% match up to a maximum \$5,000, at the City's sole discretion. A neighborhood is not eligible to be awarded a grant in consecutive years.

Directions

Prior to submittal, applicants are strongly encouraged to schedule a meeting with Community Development staff to discuss project details. This ensures that projects are in line with City regulations, and the applicant is prepared to move forward in the event their project is awarded. Please see bullet #10 below for available meeting dates.

Complete the application providing all required information and any supplemental materials. One electronic copy, and all attachments, must be submitted via email to the City of Novi Manager's Office to EntrywayGrant@cityofnovi.org by February 3, 2017. ***All required materials must be submitted by this date for application consideration.** If you have any questions or concerns, you may contact the Novi City Manager's office at 248.347.0445 or at EntrywayGrant@cityofnovi.org.

Required Application Materials

- A current Association budget demonstrating the ability to meet the 1:1 matching requirements and to maintain the project in the future.
 - Complete bank statements are **not required**; however, should the Association choose to provide these documents, please be sure all account numbers are removed before submittal of application.
- If in-kind donations (such as donated professional services or materials, and excluding volunteer labor) are to be used to assist in the fund matching, the association must submit formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project.
- Documentation reflecting the Association's current and previous spending on landscape and landscape maintenance.
- If there is an impact on property owners or other non-city agencies (e.g. Road Commission for Oakland County) provide written permission / approval from the necessary entity (if applicable).
- Well defined, scaled plans of the proposed project.
- Map with project location identified.



Policies

1. To qualify, projects must be located at the entrance of a neighborhood, clearly visible from the public right-of-way. Eligible projects may be either new construction/installation of physical improvements, or a rehabilitation of existing improvements. Examples include entryway signage, updated landscape beds, benches, lighting, and streetscape amenities.

Reoccurring and/or maintenance projects are not eligible.

2. Priority will be given to projects that are expected to have the greatest positive effect for the City of Novi.

3. Grant project funding requires at least an equal (1:1) match from the Association and may not exceed 50% of the total cost of the project, or a maximum amount of \$5,000. If the funding from the City and the portion provided for by the receiving organization is not sufficient to complete the project, then the receiving organization is responsible for raising the difference.

The intent of this grant is not to completely fund projects, but to assist with as many projects as possible throughout the community. The amount awarded will be reimbursed directly to the applicant organization upon successful completion of project and conformance with all standards of the program.

4. The City of Novi will disburse the awarded amount to the organization/Home Owner's Association (not the contractor) upon proof of payment of the organization's cost and proof of completion of the entire project (proof of payment may be shown through sworn statements, canceled checks, copy of contract, release of lien, etc.). **The request for reimbursement and proof of project completion must be made by November 1, 2017.**

5. An organization/Home Owner's Association is limited to no more than one award every two years.

6. Grants are made with the understanding that the City is in no way obligated to provide further financial or management assistance to ensure that a project is completed. Property is and will continue to be maintained by the Association into the future.

7. Project work must not begin and permits shall not be obtained until grant approval from City Council. **Project work must be completed by the end of construction season (November 1, 2017).**

8. Projects are strongly encouraged to be environmentally sensitive and be of a sustainable nature.

9. All selected projects must comply with City of Novi Ordinances, as well as state and local laws. Appropriate permits must be obtained after grant approval. *If you have any questions concerning ordinance compliance, you may view the City of Novi Code of Ordinances at:*

https://www.municode.com/library/mi/novi/codes/code_of_ordinances?nodeId=CD_ORD_NOVI_MICHIGAN or

contact Community Development. The City has the right to decline project reimbursement after project approval if the appropriate permits are not obtained to ensure project completion by **November 1, 2017**.

10. Projects must abide by the regulations listed in the City's *Residential Entryway Signage* document. Please refer to these regulations attached at the end of this document. **Applicants must meet with Community Development personnel to ensure that their project abides by these regulations prior to grant application submittal. Two meeting times have been scheduled for applicants to meet with city staff:**

Tuesday, January 10th, 2017 1 – 5 p.m.

Thursday, January 12th, 2017 8 a.m. – 12 p.m.

11. If there is an impact on property owners or other non-city agencies (e.g. Road Commission for Oakland County) written permission / approval from the necessary entity must be provided.

12. **The use of invasive species will not be permitted.** Please refer to the list of species known to be invasive at www.misin.msu.edu/facts. If a plant you intend to use is listed, you must replace it with a noninvasive plant.

13. Grant applications will be accepted once per calendar year (**due date is February 3rd, 2017**). Recommendation for approval of qualifying projects will be provided by the Beautification Commission to the Novi City Council for final grant approval. All grant applicants will be notified regarding City Council's final decision immediately after decisions are announced.

*****Important Dates*****

January 10 (1 – 5 p.m.) *or* January 12 (8 a.m. – 12 p.m.), 2017 – Applicants meet with Community Development staff;

January 13 – February 3, 2017 – Completed applications accepted;

March 20, 2017 – Beautification Commission to meet;

April 11, 2017 – Recommendations by Beautification Commission made to City Council; City Council awards grants;

November 1, 2017 – Project completion date (All projects must be completed or reimbursement/grant award will be forfeited).



Grant Selection Criteria & Evaluation Process

The evaluation process will be conducted by the City of Novi Beautification Commission (find out more about the Commission at <http://cityofnovi.org/Government/Boards-and-Commissions.aspx#Beautification>). The Commission will establish qualifying projects and provide recommendations to City Council for final approval.

At least one representative from the applicant organization should be present to answer any questions regarding the application.

The evaluation will be scored on a 75 point system, being divided into the following three categories:

1. Project Need & Impact (0–25 points)

- a. The age of the subdivision.
- b. Improvement from existing conditions of the project area.
- c. The potential impact of the project on the neighborhood; project's ability to establish the neighborhood and create an inviting subdivision entrance.
- d. The potential impact of the project on the City of Novi; project's creativity and visibility along major corridors.

2. Project Feasibility (0-25 points)

- a. The commitment and capacity of the requesting organization's directors or trustees to carry out the program.
- b. An itemized account of how the money is to be spent.
- c. The organization's fiscal responsibility and management qualifications.
- d. History of maintenance; whether the association has demonstrated the ability to maintain past neighborhood or entry improvement projects.

3. Project Sustainability (0-25 points)

- a. Project is well planned and ready for implementation.
- b. Grant application includes well defined, scaled plans, including a description of how the finished project will look (*It is strongly encouraged to include a design sketch, with plant counts if project includes plants*).
- c. Project abides by all necessary laws and ordinances.
- d. Grant application is complete and accurate (*see checklist on pg. 11*).
- e. The project includes sustainable design elements.

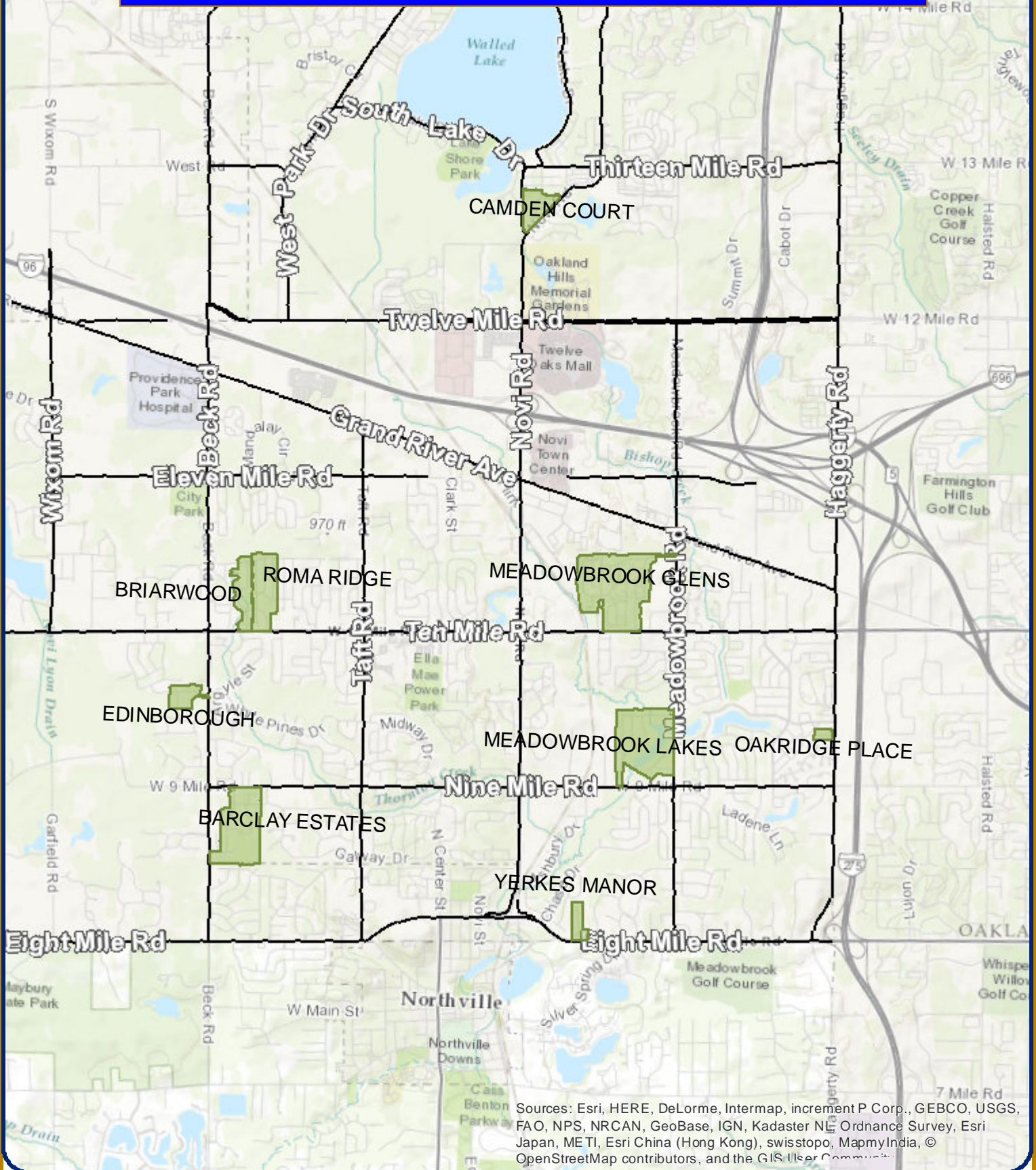
Bonus Points: The following list is meant to further encourage sustainability and environmentally sound practices:

- Use of native plants in designs.
- Use of xeriscaping – plants that do not require irrigation.
- Locally sourced materials.
- Use of LED lighting for signs (if lighting is proposed).
- Use of solar power for powering sign lighting.
- No peat included in soils or soil amendments – only compost/leaf mold/sand.
- Only hardwood or pine bark mulch (whole trees are sometimes used to create cypress mulch).
- Use of groundcovers not on the invasive list instead of mulch.

**CITY OF NOVI
NEIGHBORHOOD ENTRYWAY ENHANCEMENT
MATCHING GRANT PROGRAM**

Location of Application Subdivisions

2017 ENTRYWAY GRANT APPLICANTS



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

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/or 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.



Map Print Date:
2/13/2017



City of Novi
45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

CITY OF NOVI
NEIGHBORHOOD ENTRYWAY ENHANCEMENT
MATCHING GRANT PROGRAM

Summary of Applications



CITY OF NOVI
NEIGHBORHOOD ENTRYWAY ENHANCEMENT MATCHING GRANT PROGRAM
Beautification Commission Recommendations
March 13, 2017

REVIEW ITEMS						
Project Name	Project Address	Project Description	Grant Amount Requested	Full Projected Cost	Committee Recommended Funding	Committee Comments
Barclay Estates	9 Mile Road & Beck Road	Replace entrance sign and landscape on Beck, lighting on both	\$ 5,000.00	\$ 11,257.00	\$ -	The committee recommends the applicant re-apply next year.
Briarwood	Bramblewood at 10 Mile Road	Sign and replacement landscaping	\$ 5,000.00	\$ 27,131.28	\$ 5,000.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Camden Court	Novi Road - North of 12 Mile	Landscaping and sign upgrades	\$ 5,000.00	\$ 19,954.52	\$ 5,000.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Edinburgh	Beck Road south of 10 Mile Road	Entry landscaping improvements	\$ 5,000.00	\$ 10,000.00	\$ -	The committee recommends the applicant re-apply next year.
Meadowbrook Glens	10 Mile Road west of Meadowbrook	Replacement landscaping	\$ 1,400.00	\$ 2,800.00	\$ 1,400.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Meadowbrook Lake	Meadowbrook Road North of 9 Mile	Replacement signs, landscaping	\$ 5,000.00	\$ 17,100.00	\$ 5,000.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Oakridge Place	Haggerty Road, South of 10 Mile Road	New lighting installation	\$ 1,684.50	\$ 3,369.00	\$ 1,684.50	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Roma Ridge	10 Mile Road	Update sign face	\$ 2,250.00	\$ 4,500.00	\$ 2,250.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Yerkes Manor	Veranda Drive, north of 8 Mile Road	Replace sign and install new lighting	\$ 5,000.00	\$ 12,740.08	\$ 5,000.00	The committee recommends to City Council to award the requested grant amount upon successful completion of the entryway work depicted in the application.
Total Recommended Award Amount:			\$ 25,334.50			

BARCLAY ESTATES APPLICATION



BARCLAY ESTATES

LOCATION: 9 MILE ROAD AND BECK ROAD

PROJECT DESCRIPTION: REPLACE SIGN AND LIGHTING; UPDATE LANDSCAPING

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 11,257.00



Neighborhood Entryway Enhancement Matching Grant Application

I. Applicant Information

- a. Association Name: Barclay Estates Homeowners Association
- b. Age of Association: 22 Years
- c. First Year Applicant: Yes
- d. Project Leaders:
 - a. **Jim Lane** – Barclay HOA Board Member: *Primary Contact for Grant Questions*
22120 Perth Court
Novi 48375
(248)348-0628
jmlane@mi.rr.com
 - b. Al Haberstroh – Chair Electrical Committee:
22240 Barclay Drive
Novi 48375
(248) 761-0316
ahaberstroh@montad.com
 - c. Dina Wines – Chair Landscape Committee :
22114 York Mills Circle
Novi 48375
(313) 949-9007
dina.wines@gm.com

Introduction

Beck Road is a major North/South artery running through Novi. Thousands of vehicles travel the road every week. Northbound on Beck, about ~90 yards past the sign welcoming motorists to Novi, is the Barclay Estates entrance. The first impression some drivers and passengers get of Novi as they travel North on Beck Road is the Barclay entrance. Unfortunately, in its present condition, it doesn't present a good first impression of the community.

Time and vandalism have taken a toll on the look of the entrance. The Barclay board is aware of the problem. Both the Beck and Nine Mile Road entrances to the subdivision were in need of repair and last year the board voted to proceed with renovation and upgrades. Limited funds were available since subdivision dues are modest and the board did not have sufficient funds on hand to renovate both entrances. It was decided that the Nine Mile entrance would be completed first for a number of reasons.

A grant from the city will be a big help in enabling us to also upgrade and renovate the Beck Road entrance. We're confident that the grant money will be a good investment for the city. The significant improvement in the aesthetic appeal of the entrances will benefit the city at large as well as the home values for the residents of Barclay Estates.



Figure 1: *Barclay Entrance along Beck Road*

II. Project Information

- a. *Provide a clear description of project plan and design, including the location, existing conditions, specific need, and public benefit. Include project planning documents such as landscaping drawings, plans, maps, and/or pictures of project area, etc.*

Location: Barclay Estates is located south of Nine Mile Road and east of Beck Road. There are 88 single-family homes located along Barclay Drive and on the 6 additional streets and courts that serve the subdivision.

There are two major entryways, with one project area at each entryway:

1. Barclay Drive at Nine Mile which includes an approximate 105' x 32' landscaped island with adjacent shrubbery and lighting and shrubbery along Nine Mile Road.
2. Stratford Lane at Beck Road likewise includes an approximate 105' x 32' landscaped island with adjacent shrubbery and lighting and shrubbery along Beck Road.

Barclay Estates continually strives to maintain its sub division appearance to be consistent with the high expectations of the city of Novi. We review our community constantly to insure all homes and common areas are well maintained and attractive. Landscaping, architectural upgrades and continued maintenance constitutes approximately 80% of our HOA annual budget. In special cases, funding for a project was attained by a special assessment of homeowners. These assessments must be approved by 75% of the homeowner population. In 2007, a special assessment was approved to replace city street sign posts and to replace uniform mailboxes at each residence at a cost of ~\$25,000. This assessment was overwhelmingly approved by the Barclay Homeowners.

In 2015, all mailboxes were repainted & repaired with the cost absorbed in the annual budget. The board and homeowners have consistently demonstrated the desire and commitment to maintain & improve the architectural and aesthetic appearance of the Barclay Estates Sub Division.

In 2014, Barclay Estates began planning for a major upgrade to both entryways. The entryway signs and pillars were beginning to deteriorate and otherwise become dated. Landscaping and lighting (ground & Street Lights) need updating. In 2016, the Home Owners Associated elected to move forward. The first phase was improvement to the Nine Mile entryway. Three brick pillars were demolished and removed while four others were resurfaced with "Suede Limestone" cultured stone veneer by

Boral. Modernizing the look and keeping in alignment with design trends across the City of Novi.

Likewise, the entrance sign was slightly reshaped and resurfaced with identical stone veneer and two engraved limestone signs were installed. The entire cost of \$12,900 was absorbed from the sub division's cash reserve. See photos below of the before and after sign enhancements.

The current Phase 2 project scope currently includes:

- Modify and reface Beck Road entryway sign with "Suede Limestone" cultured stone veneer by Boral to be identical to the Nine Mile entranceway sign.
- The new entrance signs will include engraved lettering within the limestone. Our experience with adhered lettering was that is was subject to vandalism and oxidation of the brass coating material.
- Refresh/replant all existing Beck Road entryway island plantings. Including (but not limited to) the trimming, removing dead and dying shrubbery on sub division property.
- Improve Nine Mile entryway island lighting to better illuminate new sign. LED lighting will be used throughout.

See Appendix C: Quote from Electronic

NINE MILE PHASE 1 2016



Figure 3: *Previous Nine Mile Sign*



Figure 4: *Refaced Nine Mile Entrance Sign*

2017 PROJECT DESCRIPTION



Figure 7: *Nine Mile Island*



Figure 8: *Beck Road Island*

Existing Conditions include the Beck Road entryway sign beginning to disintegrate and otherwise becoming dated along with a missing letter "S" which can no longer be purchased. Replacing the complete lettering is impractical because of resulting damage that would occur to brick work when removing all letters. Also, island and adjacent landscaping badly needed replacement or updating. Time and overgrowth had taken its toll resulting in dead and dying shrubbery on the islands and nearby sub division property. In addition, damage to light fixtures require

upgrades and replacements. (Note: light fixtures have been repaired and replaced at the expense of the HOA prior to grant submission).

The Nine Mile light fixtures need elevated to better illuminate the enhanced sign.



Figure 9: Beck Road Entrance Sign Missing an "S"

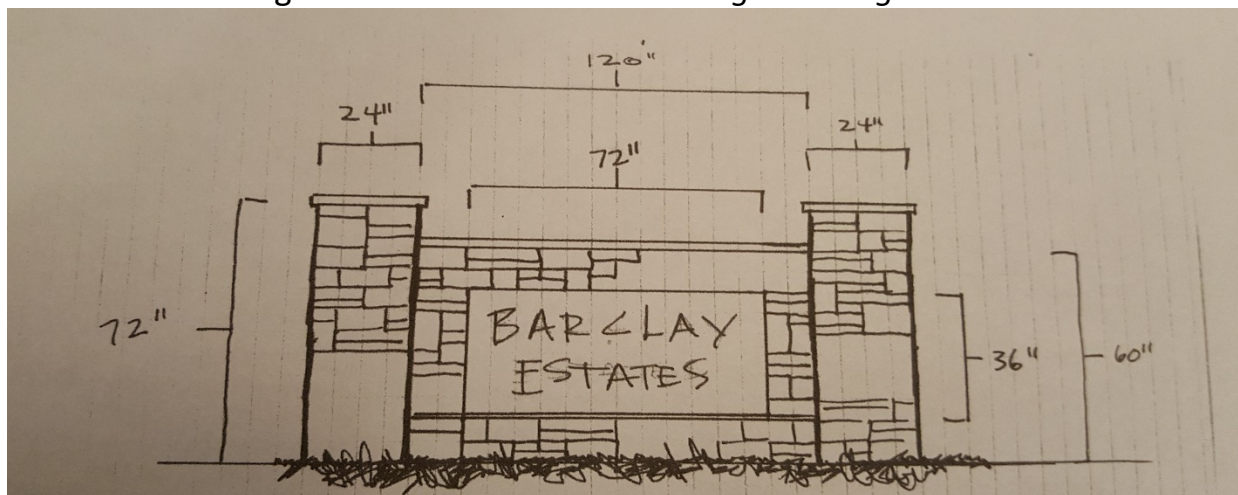


Figure 10: Proposed Entrance Sign Schematic
EXISTING CONDITIONS (cont'd)



Figure 11: *Dying Shrub at Beck Road Entryway*



Figure 12: *Dying Shrub at Beck Road Entryway*

EXISTING CONDITIONS (cont'd)



Figure 13: *Beck Road Entryway Trees Needing Trimming*



Figure 14: *Nine Mile Lighting Needs To Be Repositioned*

Specific Need: Improve Beck Road entryway appearance through resurfacing deteriorating entryway sign and upgrade and refresh landscaping. Likewise, refresh Nine Mile entryway landscaping and improve lighting.

Public Benefit: As noted previously Beck Road is a major North/South artery running through Novi.

All of the commuters traveling Northbound on Beck Road are greeted by a deteriorating sub division entrance sign as they enter the city of Novi. The current entrance is in stark contrast to the new sub-division entrances being built on the west side of Beck Road. Completing the modernization of the entrance of Barclay Estates on Beck Road will provide commuters a better impression of the City of Novi. This will benefit the community at large as well as the residents of Barclay Estates.

Note: *According to 2015 SEMCOG, the average daily traffic on Beck Rd between 8 and 9 Mile Roads is 17,964 commuters.*

b. Location of proposed project area (please provide a written description of location, along with attached map with location identified).

As previously stated Barclay Estates is located south of Nine Mile Road and east of Beck Road. There are 88 single-family homes located along Barclay Drive and on the 6 additional streets and courts that serve the subdivision.

There are two major entryways, with one project area at each entryway:

1. Barclay Drive at Nine Mile which includes an approximate 105' x 32' landscaped island with lighting along the Nine Mile Road Entrance.
2. Stratford Lane at Beck Road likewise includes an approximate 105' x 32' landscaped island and lighting along the Beck Road Entrance.

Appendix A: 2017 Barclay HOA Grant Funding Information

III. Funding Information

a. *Estimated Total Project Cost:* \$ 11,257

b. *Who provided this Cost Estimate?*

Begonia Brothers Peter Bonde (248)798-9898	\$ 5,768	Beck Rd Island’s Landscaping
Fish Electric Sean Fisher (248)274-6306	\$ 464	Beck Island LED Lighting Elevation
AAA Masonry Mike Sonnenfeld (734)626-3297	\$5,025	Resurface Nine Mile Entrance Sign

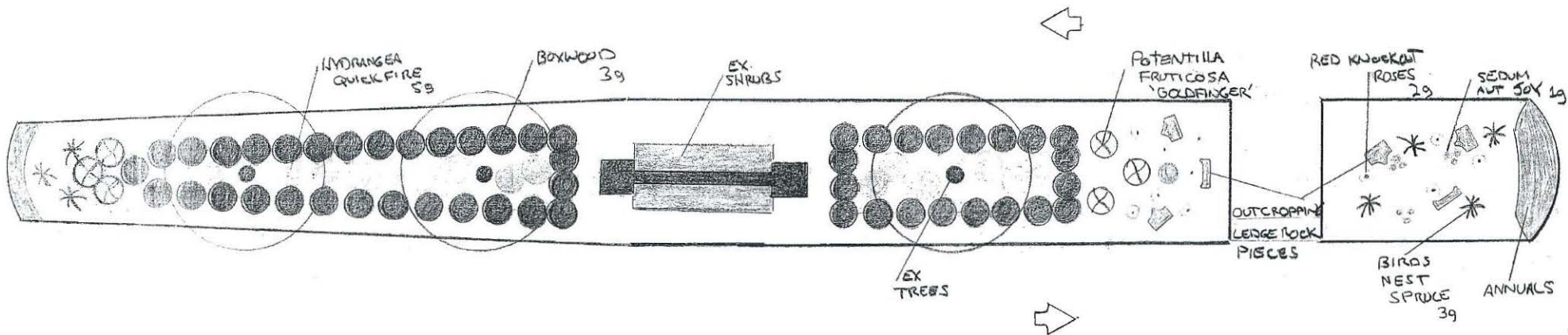
c. *Total amount of funds requested:* \$5,000
(50% of project costs up to \$5,000 maximum)

d. *If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City’s maximum contribution is \$5,000, matched by \$5,000 from the origination with an additional \$2,000 from the organization), please provide the additional cost:*

\$ 1,257

e. *Total amount to be donated through in-kind donation and/or cash assistance: Please provide a summary of in-kind donation such as professional services or donated materials (excluding volunteer labor):*

No donations or cash assistance will be provided.



BARCLAY - BECK

BRIARWOOD APPLICATION



BRIARWOOD

LOCATION: 10 MILE ROAD AND BRAMBLEWOOD DRIVE

PROJECT DESCRIPTION: UPDATE LANDSCAPING AND LIGHTING

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 27,131.28



Neighborhood Entryway Enhancement Matching Grant
Application

Due Date: February 3, 2017

Application Information:

Association Name: **Briarwood of Novi Maintenance Association**

Age of Association: **28 years**

First-time Applicant? **Yes**

Office Held/Position within organization: **Secretary/Treasurer**

Address: **24316 Bramblewood Dr. Novi, MI 48374**

Telephone: **248-716-0717**

Email: bnmaboard@gmail.com

Project Information

a. Project Description.

This project is to beautify the entrance to the Briarwood subdivision. The existing landscaping is old, underperforming, and lacks a cohesive design. It no longer provides aesthetics commensurate with the surrounding neighborhoods.

The design for the new landscaping uses elements of the old but adds color, texture, and four seasons' appeal. This project will significantly update and enhance the experience of entering the subdivision with new landscaping, elevations and lighting.



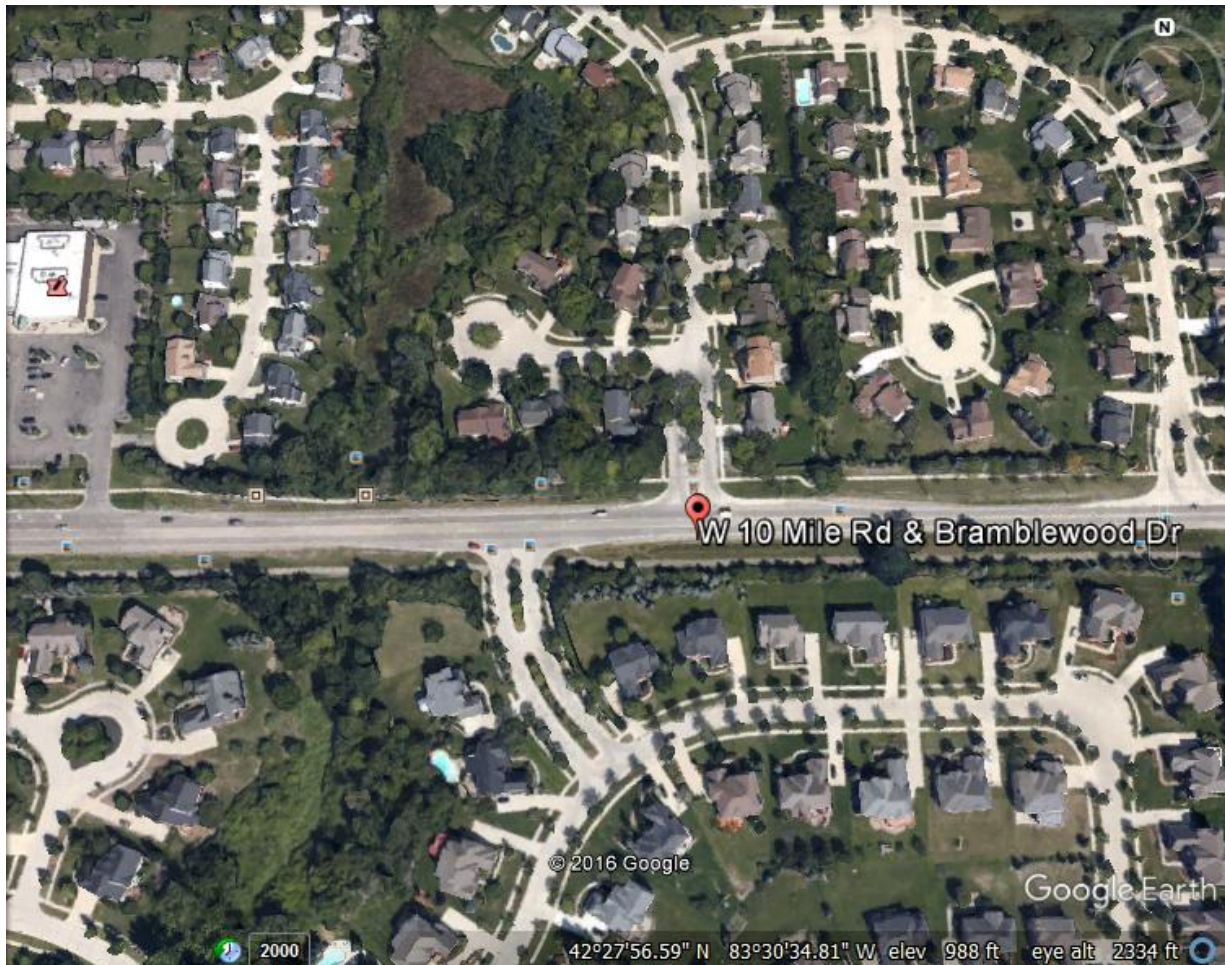
Digital rendering of proposed project at completion. Full JPG files made available.

An updated entryway will greatly enhance the viewing experience for all traffic traveling Ten Mile road as well as instill a sense of pride and value in the community and residents who travel in and out of the subdivision on a daily basis.

The Association has chosen J&S Landscaping to complete this renovation.

b. Project Location.

The Project area is the entrance to the Briarwood of Novi subdivision located along the north side of Ten Mile Road and east of Beck Road. The subdivision entrance is at the intersection of Bramblewood Drive and Ten Mile Road. The project will replace the existing landscaping on the east and west corners and the entire center median of the Bramblewood Drive entrance to the Briarwood development.



A Google Earth aerial map of the target location. File made available.

C. Review Criteria Satisfaction.

The need is justifiable and clear based on 2 key points: first the condition of the existing landscaping and second parity with other neighborhoods.

In spite of diligent maintenance of the entryway, over the years the age and style of the existing landscaping makes it difficult to maintain its attractiveness. The original landscaping was minimal and functional. Over time, some of the existing plants have been damaged and may not have been the best choice from an overall design look. In the digitized picture of the proposed project at completion, the inset picture shows the existing landscaping.

There is also a need to stay qualitatively balanced with the other neighborhoods that are newer or have revitalized their entryways. Ten Mile road is highly travelled and afternoon workday traffic is often backed up from the light at Beck Road. An updated entryway design is needed to enhance its appearance and cohere to the high standards of the neighboring subdivision entrances. This entryway will be a source of pride and value for the residents and the community.

J&S Landscaping intends to highlight previously unused entryway features, unify the separate entryway components, and introduce variants of color, texture, and height to help beautify the experience. The overall impact will be further improved by changes to the irrigation and lighting.

J&S Landscaping has been careful to reuse existing landscape resources where possible and has chosen a scope that will fit well into the Association's budget.

The feasibility of the project is quite high due to the Association's high degree of both fiscal and environmental responsibility over a long duration of time.

The Briarwood of Novi Maintenance Association (BNMA) has been in operation for 28 years and is a non-profit corporation formed to own and maintain the Conservancy within the Briarwood development for the benefit of all property owners. The Conservancy is the natural land bordering many of the BNMA properties and consists mostly of protected woodlands and wetlands.

BNMA members are the property owners of any of 218 properties including:

77 site condos of Briarwood Village

68 detached condos of Briarwood Condominiums of Novi

73 single family homes of Briarwood of Novi subdivision

Management and maintenance of the Ten Mile road entrance to the development is handled by a subgroup of the BNMA composed of representatives from the 73 single family homes. The Association runs two sets of accounts, one dealing with the Ten Mile road entrance (figure 1) and one with the Conservancy (figure 2)

The Association has set aside \$22,000 for the project and has additional capacity to invest (figure 1). The Association has over \$40,000 available to borrow from its Briarwood Conservancy account (figure 2). There will be no in-kind donations.

The sustainability of the project is demonstrated both by the design of the project and the commitment of the neighborhood to funding the maintenance.

J&S Landscaping's vision for the renovation included a timeline for the plants to mature and grow into a unified whole. The expectation is that the landscape will be well maintained.

The Association is committed to funding the maintenance of the investment. Ten Mile road entryway maintenance has evolved from do-it-yourself (neighborhood residents voluntarily planting annuals, cutting, trimming) to contractual implementation. The community of neighbors opted for a more professional entryway appearance that facilitated this change many years back. The community demonstrates their support and commitment with the dollars that they pay annually. Do-it-yourselfers still decorate the entrance on certain occasions, e.g. Christmas or keep the Ten Mile sidewalks clear of overgrowth. They are in turn thanked with a nominal dues reduction. The Association's history of entryway upkeep demonstrates its commitment to the neighborhood's beautification. The ongoing financial stewardship of the Association will attest to the neighborhood's ability to manage the upkeep.

d. Impact on Surroundings.

Enhancing the Briarwood entryway shows community pride and makes the area more appealing to prospective homeowners, which in turn would allow for more demand and higher market value of the surrounding properties. The landscaping is designed not to impede or impact any municipality or site line.

e. Proposed Plants.

J&S Landscaping has incorporated several plant varieties from the "Suggested Plant Materials List." The following summarizes the results.

#	<i>Plant Description</i>	<i>Suggested Plant Materials List Status</i>
1.	Geranium Sanguineum 'Max Frea'	√
2.	Grass, Fountain 'Ginger Love'	√
3.	Grass, 'Shenandoah'	
4.	Viburnum Arrowwood	√ Native to Oakland County
5.	Yew, Hicksii	
6.	Rose, Drift Red	
7.	Sumac, 'Gro-Low'	√ Native to Oakland County
8.	Crabapple, Lollipop	√ Deciduous Sub-Canopy Tree

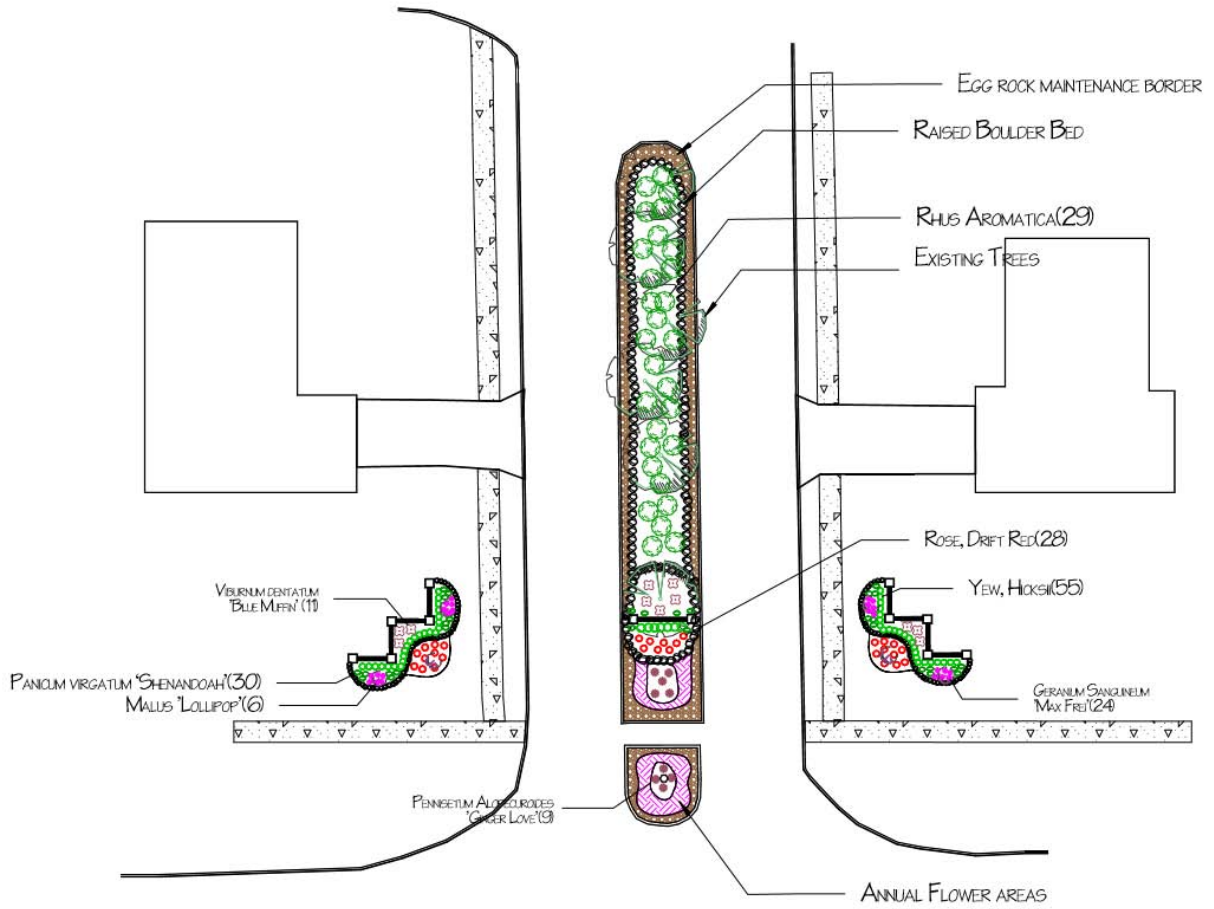
Table 1 Proposed Plants Matched to Suggested List

√ Indicates plant is found on the Suggested Plant Materials List

Funding Information

a.	Estimated Total Project Cost	\$27,131.28
b.	Who provided this cost estimate?	Jeffrey Letosky, General Manager/Designer, J&S Landscaping 248-366-7980
c.	Total amount of funds requested	\$5,000
d.	Additional cost exceeding City's contribution	\$22,131.28

Additional Information



Landscape Plan. Digital file made available for easier viewing.

CAMDEN COURT APPLICATION



CAMDEN COURT

LOCATION: NOVI ROAD AND FITZGERALD BOULEVARD

PROJECT DESCRIPTION: UPDATE LANDSCAPING AND SIGN

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 19,954.52





Camden Court Condominium Association

c/o MeadowManagement Inc., Agent
27780 Novi Road, Suite 110 Novi, MI 48377
248-348-5400 Fax 248-348-5960

Email: mmi@meadowmgmt.com / Website: camdencourtnovi.com

January 27, 2017

Beautification Commission and The Novi City Counsel
45175 West 10 Mile Road
Novi, MI 48375-3006

Dear Commission and Counsel,

We, the Camden Court Condominium Association (CC), are supplementing our application for the Novi Neighborhood Entryway Enhancement Matching Grant Program with this letter.

We have been diligently planning for the changes that we know are necessary to the entrance to our community. We delayed the improvements at the suggestion of the City of Novi while the resurfacing of Novi Road took place this past summer.

We have carefully set aside the funds that will be provided exclusively for this project. The Grant matching funds will help us by freeing up some of our reserves for future improvements.

We are a strong community of caring residents of diverse backgrounds and ages. We take great pride in the upkeep and safety of CC. We budget for replanting by our landscaping company, Begonia Brothers, and the community volunteers that plant the flower beds along 13 Mile Road and Novi Road.

We are very concerned with how we spend our community's funds and have been able to keep our dues at an affordable level. This Grant will go a long way in helping our community.

The Camden Court Board of Directors:

Frank Ellias, President

Richard Witter, Vice President

Jeremy Wise, Treasurer

Belle Hornung, Secretary

Bill Bear, Member-at-Large

NOVI NEIGHBORHOOD ENTRYWAY ENHANCEMENT MATCHING GRANT PROGRAM

I) Applicant Information:

Applicant: Camden Court Condominium Association

Age: 15+ years

First-time Applicant: Yes

Project Leader: Franklin (Frank) J. Ellias, President

Address: 29353 Whistler Drive, Novi, MI 48377-2725

Home Telephone: 248-960-0960

Cell Phone: 248-761-2221

Email: fjellias@sbcglobal.net

II) Project Information:

A) Description:

The purpose of this project is to beautify the Novi Road entrance to the Camden Court neighborhood. The work primarily will be done along Fitzgerald Boulevard, with some accents along Novi Road. We will be removing the wood and vinyl "Camden Court" sign from the island and ***in its place installing a new one***. The new sign will be made of stone and steel, so it will stand the test of time. You can see more details about the project in the attached landscape drawings and plans. A professional landscaper drafted our plans with an eye toward beautifying the area and conserving the environment. Overall, the people who drive and walk along Novi Road will enjoy the beautiful flowers and interesting plants. Also, the improvements will better reflect the beauty of the homes in Camden Court.

B) Location of proposed project:

Entrance Island and surrounding areas at Novi Road and Fitzgerald Boulevard (see attached maps).

C) Grant election Criteria & Evaluation Process:

This project meets all the criteria listed for the grant.

a. Project Need & Impact:

Ground was broken in Camden Court over 15 years ago and the community has been growing and thriving ever since! This project will update the existing entrance to the neighborhood along Novi Road and Fitzgerald Boulevard. We would like to replace the dated look of the entrance area with something that better reflects the forward-thinking attitude of the City of Novi. The current entrance area has not had any major updates since the neighborhood started. This project will not only impact the residents of the 56 homes in Camden Court but will be seen by many others since we are situated just north of 12 Oaks Mall and just south of Novi's border with Walled Lake. Our neighborhood is visible to so many people, including a large majority who are not from Novi itself. It should be noted that this project would highlight and reflect the work that was just completed with the Novi Road Rehabilitation project (resurfacing Novi Road between 12 Mile and 13 Mile and adding sections of depressed median). This project modernized the layout of the stretch of road adjacent to our neighborhood; our proposed project will carry through similar themes and motivations, namely creating a landscape that will wear better against the elements while still bringing a sense of warmth and welcome to our neighborhood.

b. Project Feasibility:

Camden Court's Board of Directors has been working on this project for more than two years. We have invested much time into conceptualizing this project. We have been preparing for the project in our annual budgets for two cycles now. The Board realizes our horticultural and design shortcomings and has hired two very prestigious companies to assist us -- Johnson Sign Co. and Clean Cut, Inc.

c. Consideration of the environment:

This project does not impact any property owners or non-City agencies. The site of the project is on Camden Court's common area and the leased City Island. This project will not bring any negative effects to the environment, but there will be many positive ones. As outlined above, this project will only serve to enhance the surrounding area, modernize our neighborhood's overall curb appeal and replace water-hungry plants with more sustainable ones.

D) All plants:

Bright Fuchsia Annuals
Golden Threadleaf False Cypress
Goldmound Spirea
Green Velvet Boxwood
Limelight Hydrangea
Leaving the existing tree on the island
(see attached quotes and photographs)

III) Funding Information:

- a) Estimated Total Project Cost: \$19,954.52
- b) Total Funds Requested: \$ 5,000.00
- c) Cost of Project: \$14,954.52

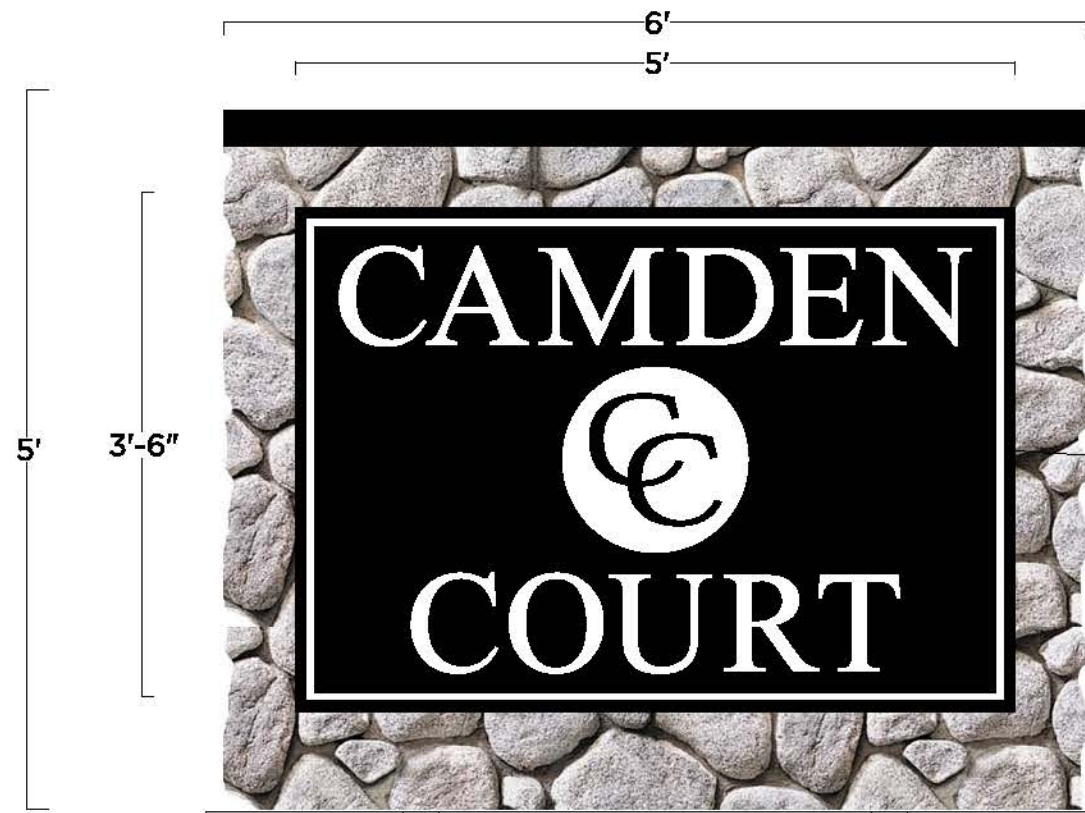
Total In-Kind Donated and/or Cash: NONE

We have already spent more than \$5000 on this project (sign deposit and design fees) which obviously indicates a very high level of commitment to carrying out the program. The total project cost is projected to be \$19,954.52.

Johnson Sign Co.: \$12,525.00 (stone sign, lighting and installation)

Clean Cut, Inc.: \$7,429.52 (landscaping, removal, disposal and relocating)

Please be aware that Camden Court's Board of Directors is very dedicated to this project. We have always been fiscally conservative, balancing our budget with minimal expense to our homeowners. We expect to complete this project without any threat of having to raise the monthly dues or levy a special assessment. We have used our budget wisely and honorably, as you can see by touring our neighborhood -- we have extremely high standards for the appearance of the homes in our neighborhood. The Board conducts a number of "walk-arounds" from early spring to late fall to make sure there are minimal weeds, rotted boards or fading paint. This commitment to excellence is mirrored in our common areas.



CULTURED STONE BASE

(1) 3'-11" PAN ALUMINUM SIGN
SIGN SQUARE FOOTAGE= 15.34 SQUARE FEET



EXISTING



PROPOSED

(2) 3" STEEL SQUARE TUBE
DIRECT BURIED INTO (2) 4' X 12" AUGURED CONCRETE FOUNDATIONS
WITH CEMENT SLAB

"Building 1st Impressions That Last"



2240 Lansing Ave, Jackson, MI 49202
517 784 3720 | www.johnsonsign.com

JOB NAME:
CAMDEN COURT

LOCATION:
NOVI MI

ACCOUNT REP: FR

DESIGNER: LE

REVISION: _____

NOTES:
FURNISH (1) D/F
NON-ILLUMINATED
MONUMENT SIGN

FILE NAME:
CAM-MS-012017

SCALE:
3/4"=1'

This design and all material appearing hereon constitute the original unpublished work of Johnson Sign Co. may not be duplicated, used or disclosed without written consent.

THIS SIGN IS INTENDED TO BE MANUFACTURED IN ACCORDANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING & BONDING OF THE SIGN. SIGN WILL BEAR UL LABEL(S).

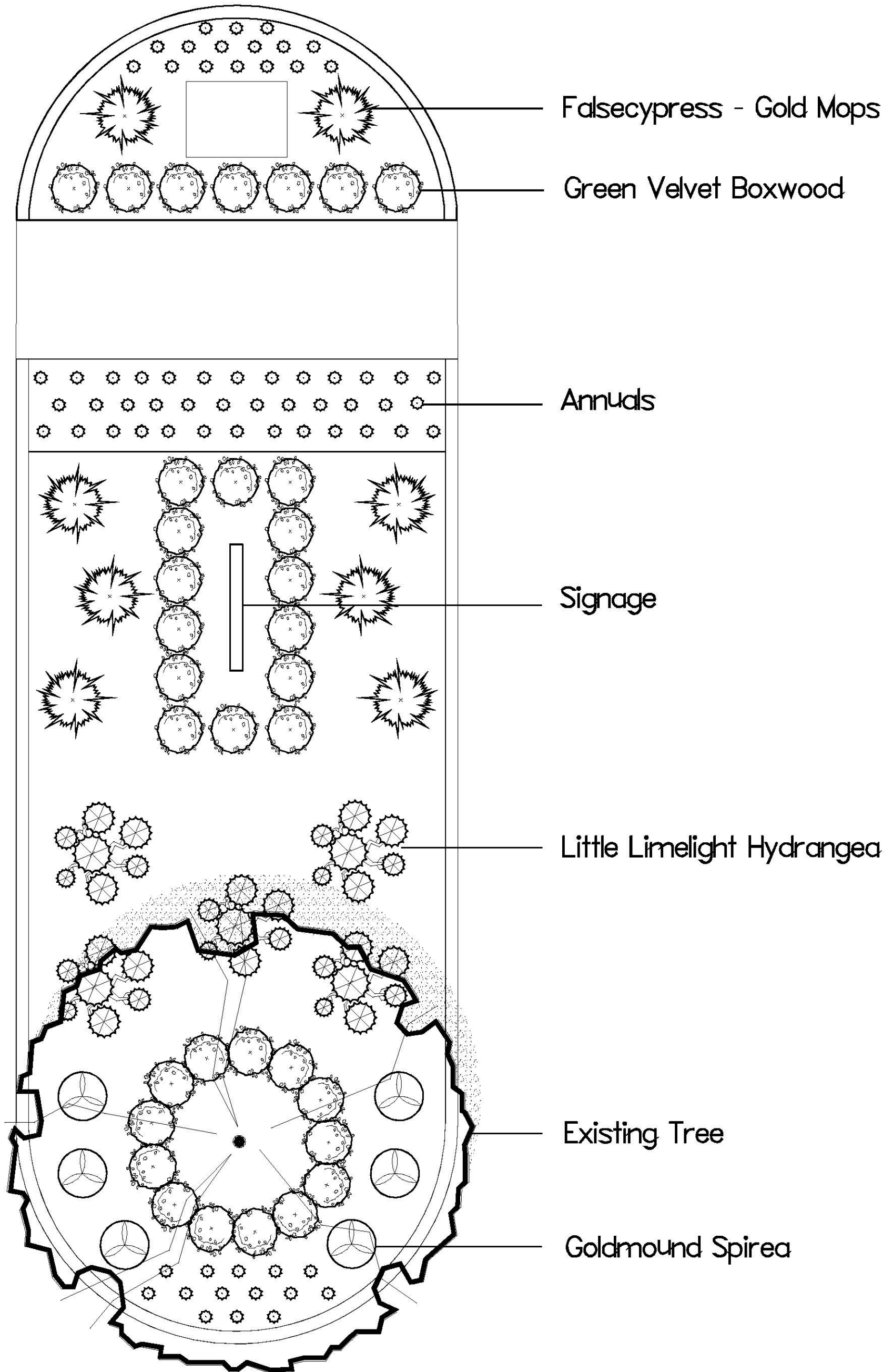
JOHNSON SIGN CO DOES NOT PROVIDE PRIMARY ELECTRIC TO SIGN LOCATION RESPONSIBILITY OF OTHERS

CUSTOMER APPROVAL: _____

DATE: _____



Camden Court Design



Scale: 1/4" = 1'

EDINBOROUGH APPLICATION



EDINBOROUGH

LOCATION: BECK ROAD AND EDINBOROUGH LANE

PROJECT DESCRIPTION: UPDATE LANDSCAPING AND INSTALL LIGHTING

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 10,000.00



North



South

Neighborhood Entryway Enhancement Matching Grant Application

I. Applicant Information

Edinburgh Homeowner's Association
19 Years
First time Applicant

Project Leaders

Linda Struble, Architectural Committee
47490 Edinborough Lane

Farah Baig, Landscaping Committee
23169 Inverness Court

406-208-8080 strubles@gmail.com

II. Project Information

- a. Our goal is to enhance the entryway into our subdivision at Beck Road and Edinborough Lane, creating an inviting entrance with shade tolerant, deer resistant plantings for sustainability and additional lighting for security and beauty. The existing landscaped beds were initially planted 19 years ago and most of the plants have died or are showing their age. The existing stone signs will be thoroughly cleaned to bring back the soft natural colors, prior to our grant assisted renovation. Enhancement funds will be used to enrich the soils with compost, and replant with shade tolerant, lower maintenance plants. Double shredded hardwood mulch will be added and our landscape rocks will be rearranged for visual interest. We will be replacing our incandescent light bulbs on our sign, with LED bulbs, and augmenting with 8 additional LED up light/pathway lights, more than doubling our current lighting. Because there is not a street light near our entryway, it is a darker area and the increased lighting, adds to security and attractiveness. Using LED is a positive impact on the environment, providing more light for less energy usage and cost. Additional plantings add to beauty and positively impact the environment by absorbing and regulating excess water. Clearly visible from Beck Road this renovation benefits the community by increasing the beauty and safety of Novi, along this very busy, main thoroughfare through Novi.

- b. The entryway to the Edinborough subdivision is located at the corner of Beck Road and Edinborough Lane. The enhancements will be done on the northwest and the southwest corners of Beck Road and Edinborough Lane.
- c. Our subdivision entrance was initially installed and planted 19 years ago with stone signs, incandescent lighting and landscaped beds against a heavily wooded corner. At present our entryway, does not meet current standards set by new subdivisions recently built nearby. This upgrade, will enhance the city's ambience along highly traveled Beck Road. It will set an example of how an entryway can look groomed and elegant, while leaving the surrounding area wooded and natural. Since inception, our Association has collected dues and maintained the common areas. We have never been in arrears, and have yearly meetings. Attached is an itemized account of project expenditures and neighborhood maintenance history. Midwest Landscaping, a local company, helped provide the plans for the project. Our design includes compost, double shredded hardwood mulch and only locally grown plants, some of which are also, native to Oakland County. Using shade tolerant, deer resistant and lower maintenance plants will contribute to their sustainability and longevity. We are upgrading to LED, which will lower maintenance costs as they use significantly less electricity while adding more lighting.
- d. This is an upgrade to an already existing landscape. There are no changes to impact adjacent property owners or non-City agencies, other than beautification for those passing through the area.
- e. Amelanchier arborea (NOC)
Lobelia cardinalis (NOC)
Uvularia grandiflora (NOC)
Techny arborvitae (NOC)
PJM Rhododendron
Pinky Winky Hydrangea
Japanese Forest Grass
Green Velvet Boxwood

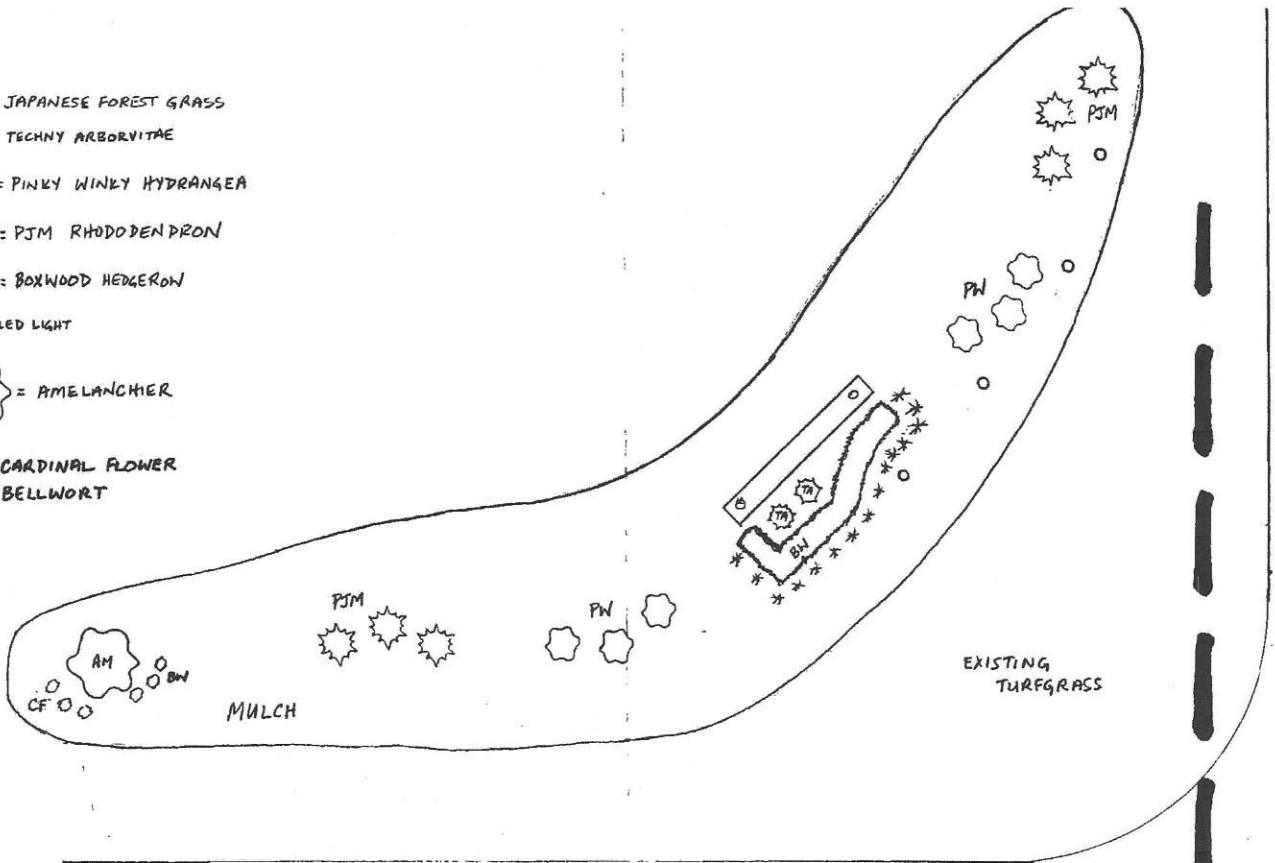
III. Funding Information

- a. Total Project Costs: \$10,000.00
- b. Cost Estimate provided by: Midwest Landscaping
248-426-9108
- c. Total Amount of funds requested: \$5,000.00
- d. Project cost does not exceed 1:1 match
- e. No in-kind donations or cash assistance

- * = JAPANESE FOREST GRASS
- ☼ = TECHNUS ARBORVITAE
- ☼ = PINKY WINKY HYDRANGEA
- ☼ = PJM RHODODENDRON
- ▭ = BOXWOOD HEDGEROW
- = LED LIGHT
- ☼ = AMELANCHIER
- CF = CARDINAL FLOWER
- BN = BELLWORT

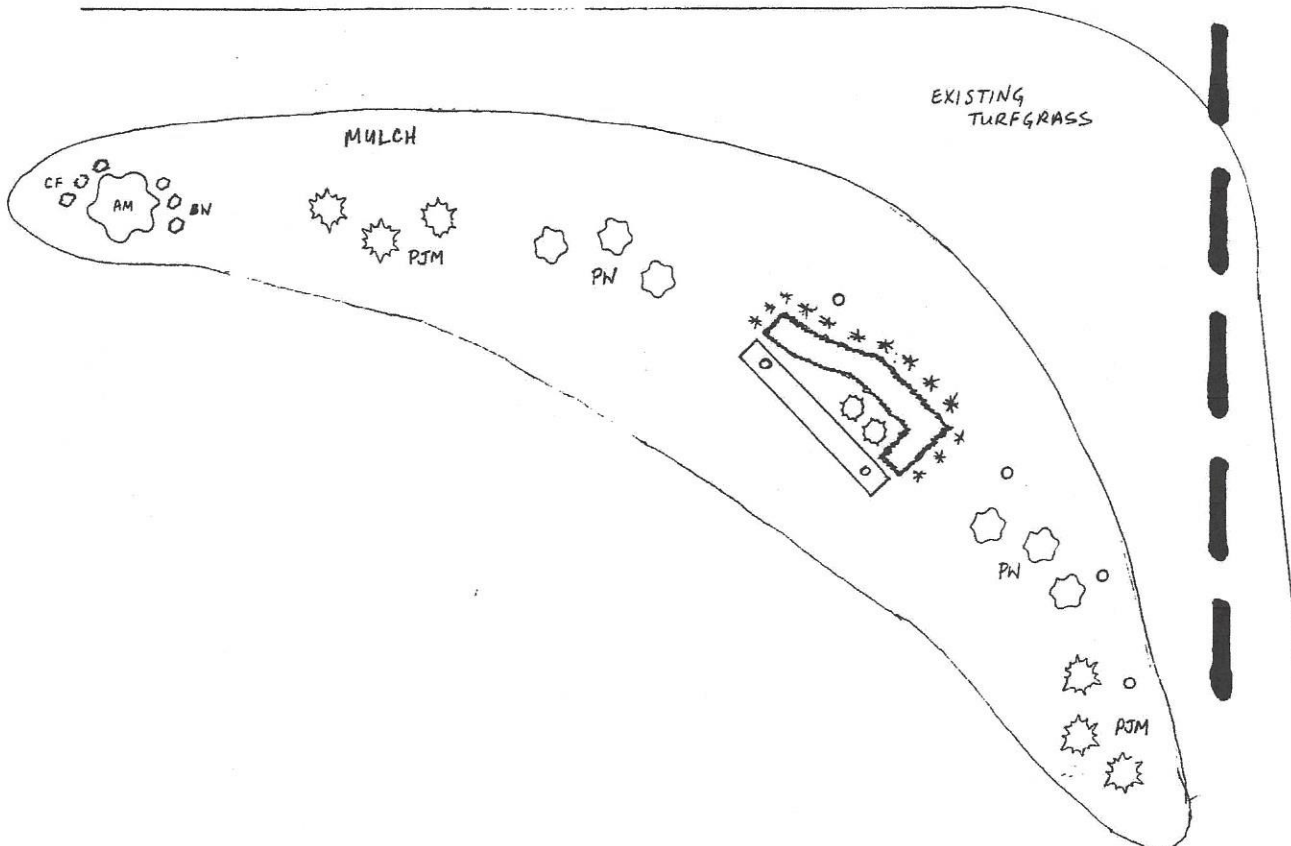


APPROX SCALE
1/8" = 3-4'



EDINBURGH LANE

ROZ
Beck Road



MEADOWBROOK GLENS APPLICATION



MEADOWBROOK GLENS

LOCATION: 10 MILE ROAD AND HAMPTON HILL ROAD
10 MILE ROAD AND KING'S POINTE ROAD
MEADOWBROOK ROAD AND CHERRY HILL

PROJECT DESCRIPTION: UPDATE LANDSCAPING AND LIGHTING

GRANT AMOUNT REQUESTED: \$ 1,400.00

FULL PROJECTED COST: \$ 2,800.00



Hampton Hill Road



King's Pointe Road



Cherry Hill Road



Neighborhood Entryway Enhancement Matching Grant Application

Due Date: February 3, 2017

I. Applicant Information

Association Name:

Age of Association:

First-time Applicant?: Yes No

If No, date of last application submission:

Project Leader:

Office Held/Position within
organization:

Address:

Telephone:

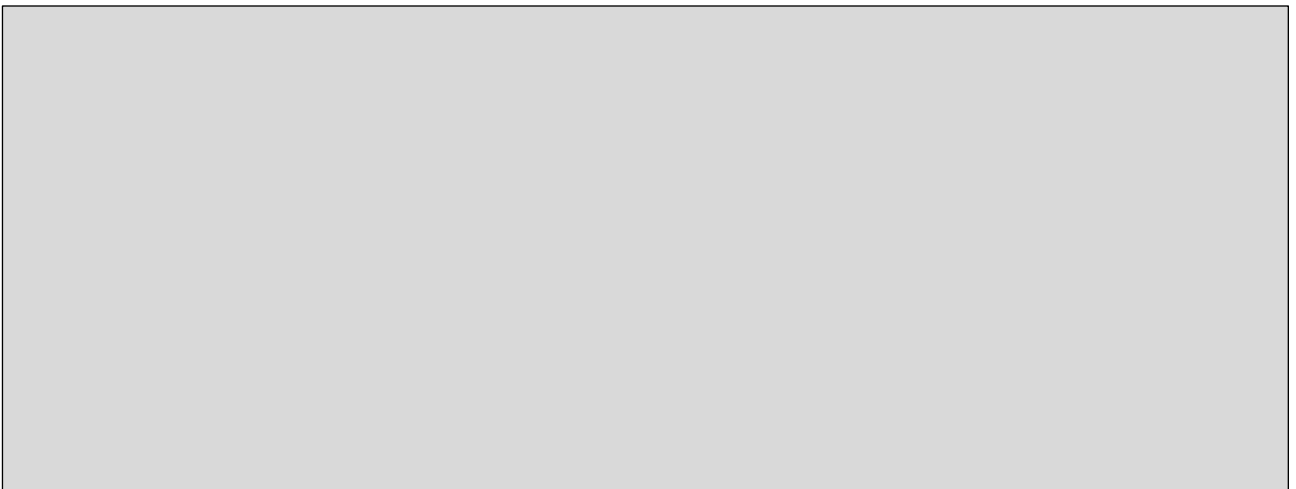
E-Mail:

II. Project Information

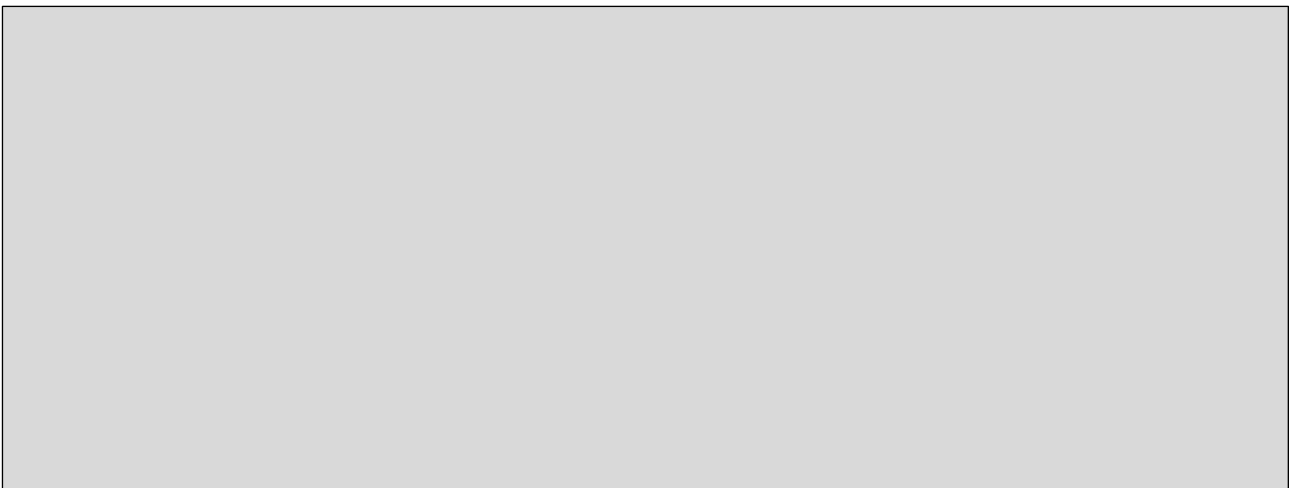
- a. Provide a clear description of project plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or pictures of project area, etc.



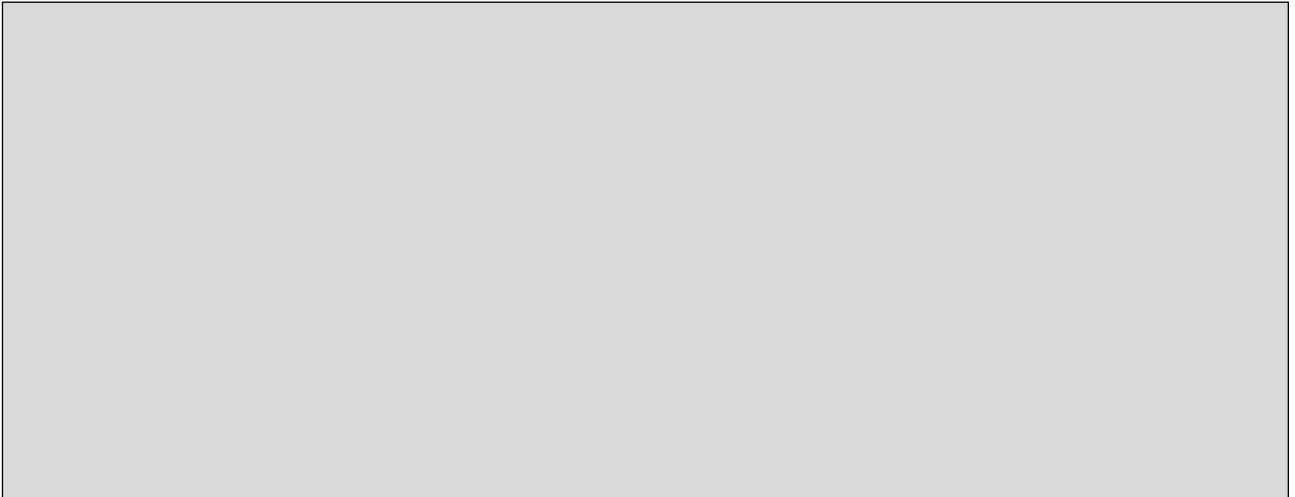
- b. Location of proposed project area (please provide a written description of location, along with an attached map with location identified). City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.



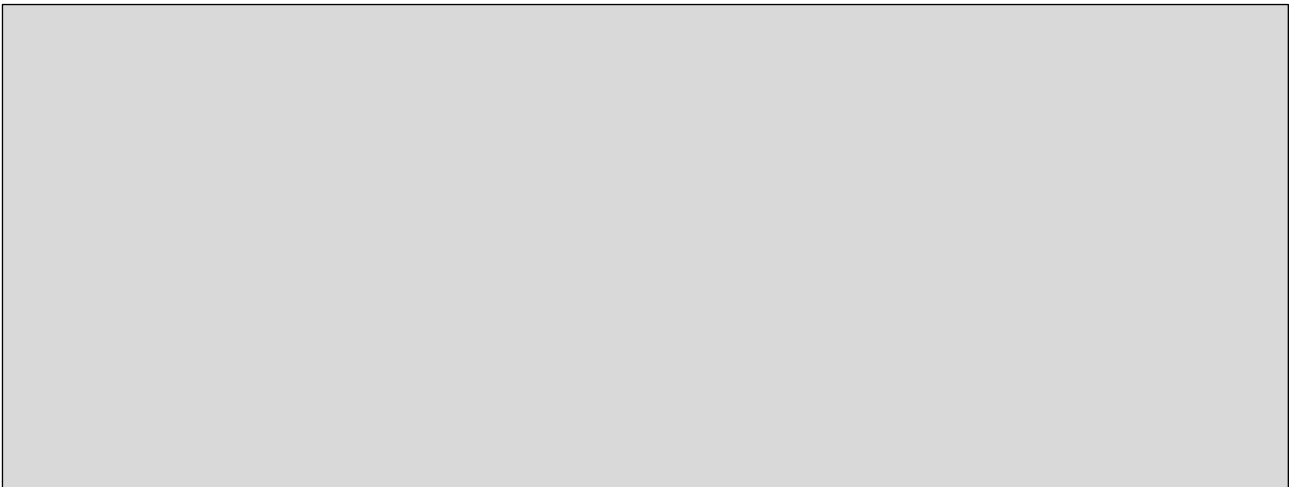
- c. Explain how the project meets the review criteria listed in the “**Grant Selection Criteria & Evaluation Process**” section.



- d. Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g. road commission), please explain here, and attach written permission / approval from the necessary entity.



- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's invasive species list, as items on this list are not permitted.



III. Funding Information

a. Estimated Total Project Costs:

b. Who provided this cost estimate?
(Name, Title, Company)

(Phone Number)

c. Total amount of funds requested:
(50% project costs up to \$5,000)

d. If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the additional cost :

e. Total amount to be donated through in-kind donations and/or cash assistance:

Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor):

*****REMEMBER to include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project**

Cost Summary Sheet for Meadowbrook Glens Proposed Enhancements

Cost of Meadowbrook Glens Entranceway Enhancements				
Item number	Item	# of Units	Cost/Unit	Total Amount
1	LED Spotlights	4	\$225	\$900
2	Spotlight Installation	4	\$100	\$400
3	Low voltage accent light sets	2	\$375	\$750
4	Ornamental Shrubs	2	\$200	\$400
6	Ornamental Grasses	6	\$50	\$300
5	Bags Topsoil	15	\$3.33	\$50
				\$2,800

III. Funding Information

a. Estimated Total Project Costs:

b. Who provided this cost estimate?

(Name, Title, Company)

(Phone Number)

c. Total amount of funds requested:

(50% project costs up to \$5,000)

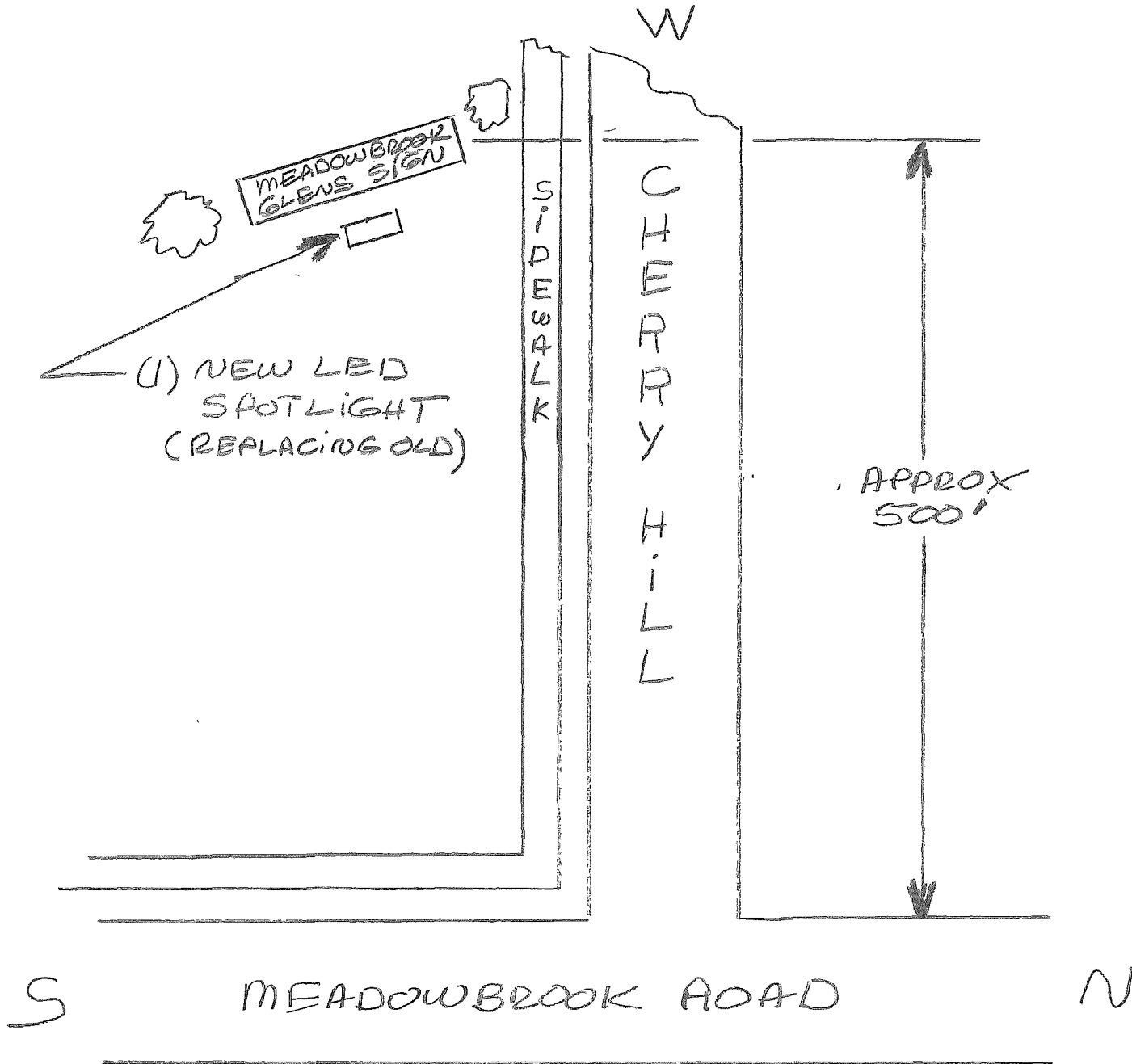
d. If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the additional cost :

e. Total amount to be donated through in-kind donations and/or cash assistance:

Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor):

*****REMEMBER to include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project**

CHERRY HILL SIGN



HAMPTON HILL ENTRANCE WAY
ISLAND

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10

M

I

L

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R

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D

D

E

W

HAMPTON HILL
NORTHBOUND

21'

EXISTING RECEPTACLE FOR
LOW VOLTAGE LIGHTS
TRANSFORMER

SIDEWALK

OVAL #1
EXISTING LED SPOTLIGHT
PREVIOUSLY INSTALLED

MEADOW BROOK
GLENS
SIGN

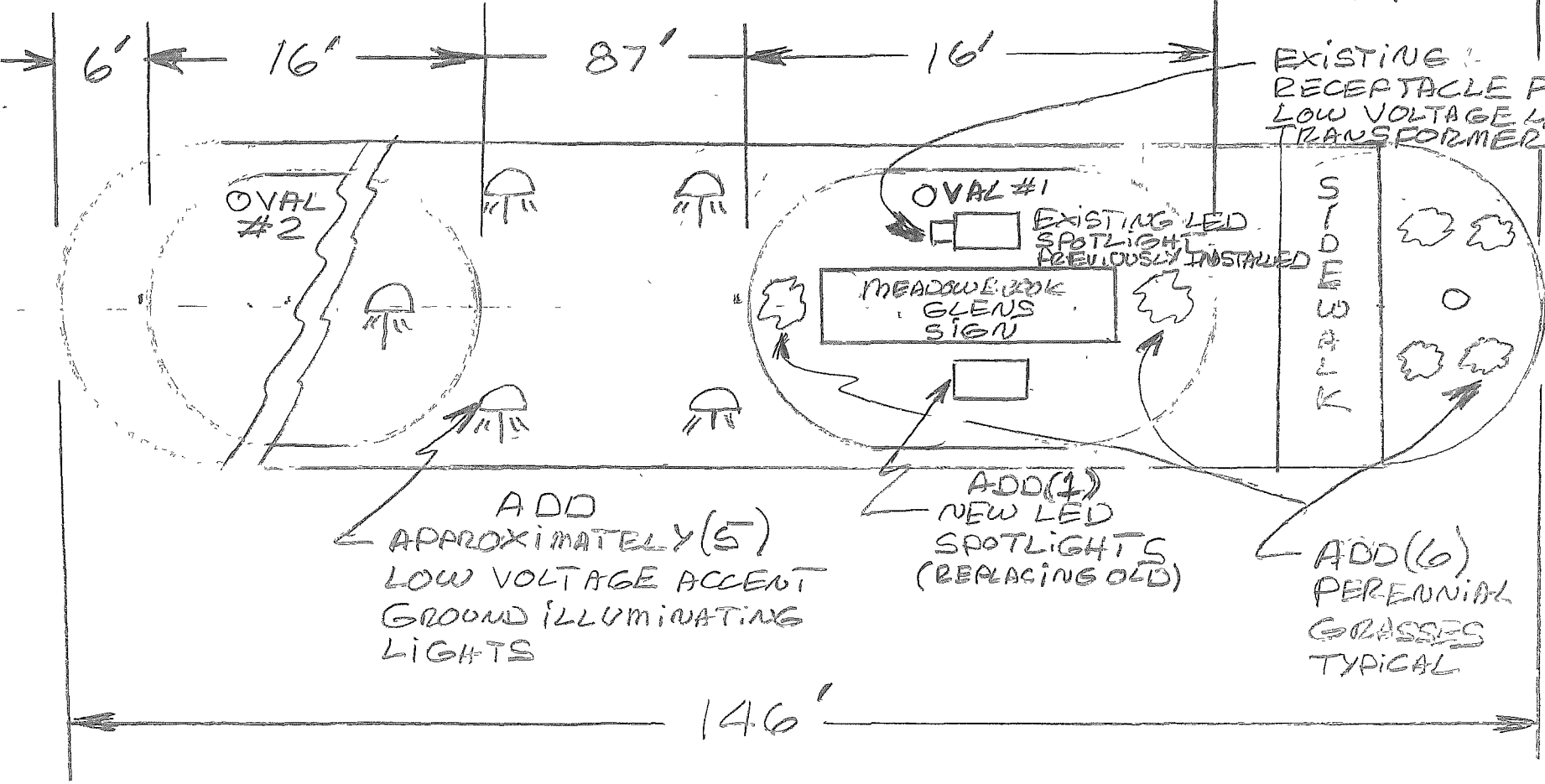
ADD (1)
NEW LED
SPOTLIGHTS
(REPLACING OLD)

ADD (6)
PERENNIAL
GRASSES
TYPICAL

ADD
APPROXIMATELY (5)
LOW VOLTAGE ACCENT
GROUND ILLUMINATING
LIGHTS

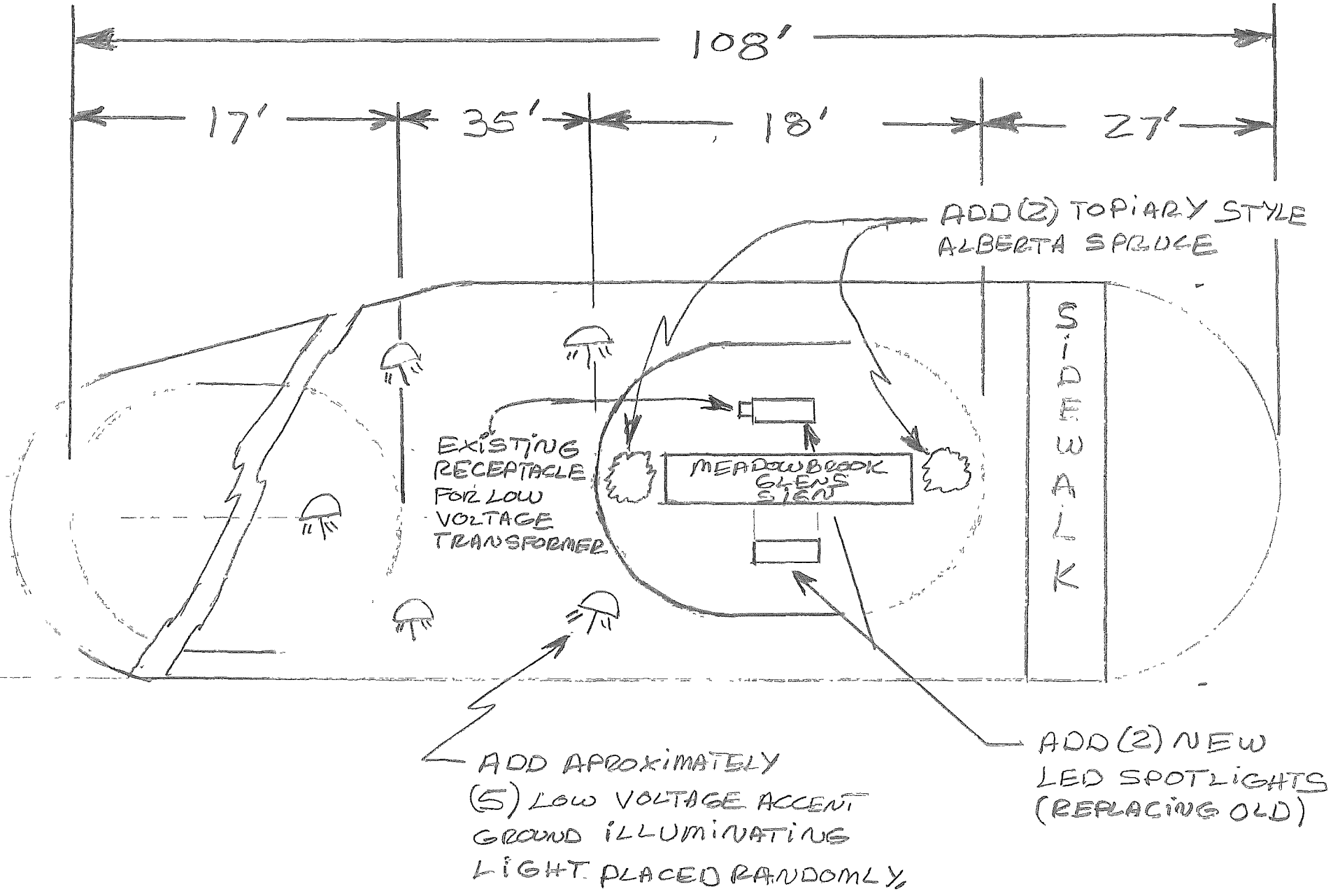
146'

HAMPTON HILL
SOUTHBOUND



KING'S POINTE ISLAND

E
10
M
I
L
E
R
O
A
D
W



108'
17' 35' 18' 27'

ADD (2) TOPIARY STYLE ALBERTA SPRUCE

EXISTING RECEPTACLE FOR LOW VOLTAGE TRANSFORMER

MEADOWBROOK GLENS SIGN

SIDEWALK

ADD APPROXIMATELY (5) LOW VOLTAGE ACCENT GROUND ILLUMINATING LIGHT. PLACED RANDOMLY,

ADD (2) NEW LED SPOTLIGHTS (REPLACING OLD)

MEADOWBROOK LAKE APPLICATION



MEADOWBROOK LAKE

LOCATION: NINE MILE ROAD AND ENNISHORE DRIVE

MEADOWBROOK ROAD AND CHATTMAN DRIVE

PROJECT DESCRIPTION: REPLACE SIGNS AND UPDATE LANDSCAPING

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 17,100.00



Ennishore Drive



Chattman Drive

Novi Neighborhood Entryway Enhancement Matching Grant Application
Meadowbrook Lake Subdivision Association
February 3, 2017

I. Applicant Information

Association name: Meadowbrook Lake Subdivision Association

Age of Association: 50 years

First-Time Applicant? Yes

Project Leader: Lynn Kocan

Office Held/Position within Organization: President, Meadowbrook Lake Subdivision Association

Address: 23088 Ennishore Drive, Novi, Michigan 48375

Telephone: Home: (248) 349-2114 Cell: (248) 921-0385

Email: lkocan@twmi.rr.com

II. Project Information

II. a. Provide a clear Description of the Project Plan and Design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or pictures of project area, etc.

Meadowbrook Lake Subdivision (MBL) is located at Nine Mile and Meadowbrook Roads. We are one of a few subdivisions in Novi that has more than two (2) entrances. **Attached is a map (Attachment A)** which shows the location of the four (4) entrances to the subdivision:

- at Nine Mile Road and Ennishore Drive (Monument #1)
- at Meadowbrook Road and Chattman Drive (Monument #2)
- at Meadowbrook Road and Penton Rise Court (Monument #3)
- at Meadowbrook Road and Glyme Drive (Monument #4)

The last time the monuments were updated was in 1991 (over 25 years ago). Please refer to the **attached pictures depicting the current appearance (Attachment B)** of the entrances. It is our intent ultimately to replace all the signs, update the landscapes at each monument, and upgrade from solar to LED lighting. Because of the scale and expense of the entire project, it will be necessary to complete our plan in two (2) phases.

Our emphasis during Phase I, for which this grant is written, is the upgrade and replacement of the two (2) signs and improving the landscaping on the berms at Nine Mile Road/Ennishore Drive and Meadowbrook Road/Chattman Drive.

The signs are currently made of wood with wood posts. We have repainted the signs several times over the past 25 years, but they are dated. There will be no change in the location of the signs. We are proposing grounded stone signs with engraved lettering, due to their longevity and theft resistance. Pete Eichinger of Performance Creative Resources helped us design an impressive sign (**design attached-Attachment C**). The

cost for excavating and installation of an arched full stone base 102" (8' 6") wide, 60" (5') tall, and 15" deep is \$6900. The base will be covered with cultured stone. The sign panel will be limestone that is 84" (7') wide, 27" high, and 2.25" deep, also arched, costing \$1100. It will be routed with our subdivision name and established date. The total cost for two signs, including a design fee, is \$16,100.

Our current landscaper, Ledbetter Outdoor Services, will remove eight (8) burning bushes and grind the stumps, replace them with two (2) Dwarf Ninebark plants around the sign on Ennishore and two (2) Switchgrass plants on Chattman, and purchase new black edging, where required. Total landscaping cost is \$430. We are very fortunate that he will donate in-kind services to remove the current signs, prune and canopy the Crabapple and Shadblow trees, as well as reset the black edging (valued at \$225). We plan to save as many of the other existing perennials as part of our landscape plan: Autumn Joy Sedum, Stella de Oro daylilies, Carpet roses, phlox, salvia, coral bells, hostas, maiden grasses, and sea grasses (**landscape sketches - Attachment D**).

We are planning to dedicate our subdivision (volunteer) Spring Clean-Up to clean the boulders, move excess mulch that has accumulated around them, and remove any failing plants around the signs as part of the monument upgrade. As you can see in the pictures of our existing monuments, the boulders have receded into the berms. We were hoping to use the dirt that was excavated for the concrete footings to shore-up the boulders to look like their original installation in 1991 (**picture attached-Attachment E**). However, both berms are in flood plains. Therefore, we are restricted from changing the topography without a floodplain permit, which we intend to pursue. Upon approval, we will shore up the boulders.

To accomplish the enhancements proposed within the requirements of the City's ordinances, we are requesting the full \$5,000 grant.

As information, the solar lighting on the current signs is sporadic and the street lighting at our entrances is very dark. Although the electrical upgrade *is not* part of this grant request, installation of LED lighting to replace the solar lights is a subdivision priority. For LED lighting at the Ennishore monument, we will work with DTE to run a line since it already has a secondary power source. For the Chattman monument, DTE will need to put in a secondary power source and run the line. We plan to install a meter cam, weatherproof 2-circuit subpanel and structure in concrete, and a landscaping LED light at each monument. The MBL Board is budgeting \$4,000 for this project, which will be reflected in our 2017-2018 budget which begins 6/1/2017.

Phase II would include replacement of the other two (2) monuments at Meadowbrook Road/Penton Rise and Meadowbrook Road/Glyme Drive, the addition of LED lighting, and landscaping upgrades. We would hope to complete this within 2-3 years.

II. b. Location of proposed project area (please provide a written description of location, along with an attached map with location identified).

Meadowbrook Lake Subdivision is located near Nine Mile and Meadowbrook Road in Section 22 of the City of Novi. Phase I will replace and enhance Entrance Monument #1 (located at Nine Mile Road and Ennishore Drive) and Monument #2 (located at Meadowbrook Road and Chattman Drive), sited on the **attached maps (Attachment F)**.

II. c. Explain how the project meets review criteria listed in the "Grant Selection Criteria & Evaluation Process" section.

II. c.1. Project Need & Impact (0–25 points)

II. c.1.a. *The age of the subdivision.*

Meadowbrook Lake Subdivision (MBL) just celebrated its 50 year anniversary. There are 150 residents who make up the subdivision, located in the northwest quadrant at Nine Mile and Meadowbrook Roads.

II. c.1.b. *Improvement from existing conditions of the project area.*

We appreciate that the City of Novi is offering the opportunity and motivation to upgrade signage throughout the City by offering a grant, as we are making a substantial investment. The current wood signs are 25 years old. The modern stone signs are a significant improvement over our current signs and will reflect positively on the subdivision and City. We understand how landscaping can beautify and enhance the entrances. The boulders will be cleaned and excess mulch removed around them to enhance the look. There are eight (8) burning bushes on the two berms that will be removed (two burning bushes will remain behind the sign on Chattman). The proposed replacement plant on the sides of Nine Mile Road/Ennishore Road sign is the dwarf Ninebark (*Physocarpus opulifolius*), which is native to Oakland County, drought hardy and low maintenance. It adds seasonal beauty in May/June. At Meadowbrook Road/Chattman, we are proposing to plant Switchgrass--*Panicum virgatum*--which is an upright landscape grass native to Oakland County with seasonal interest. Over the years we have replaced many of the perennials around our signs and believe we now have a quality mix of other plants to keep as part of our landscape plan: Amelanchier Shadblow Serviceberry tree, Crabapple tree, Burning bushes, Autumn Joy Sedum, Stella de Oro daylilies, carpet roses, phlox, salvia, coral bells, hostas, maiden grasses, and sea grasses. Any plants that are not hardy will be removed. The addition of the Ninebark and Switchgrass will complement the remaining plants which bloom throughout the year.

II. c.1.c. *The potential impact of the project on the neighborhood; project's ability to establish the neighborhood and create an inviting subdivision entrance.*

The residents of Meadowbrook Lake take great pride in the subdivision and their homes. We have a beautiful private lake, park and playground. Many of the subdivisions around Meadowbrook Lake have already installed stone entrance signs and landscaping. Updating and upgrading our monuments will modernize and complement our subdivision image, helping to maintain property values.

II. c.1.d. *The potential impact of the project on the City of Novi; project's creativity and visibility along major corridors.*

Meadowbrook Lake Subdivision is along major corridors of the City--Nine Mile Road and Meadowbrook Road. Chase Farms subdivision is to the south and Hickory Corporate Park is to the west on Nine Mile Road. It is essential and advantageous to differentiate ourselves from the industrial corridor and better identify ourselves as one of the premier residential subdivisions. There are no known negative affects to the surrounding environment.

II.c.2. Project Feasibility (0-25 points)

II.c.2.a. The commitment and capacity of the requesting organization's directors or trustees to carry out the program.

The Meadowbrook Lake Homeowners Association is made up of nine (9) resident volunteers with combined service of over 40 years on the Board. Our backgrounds include CPA's as well as financial, HR/legal compliance, commercial and residential property management, construction management, IT, environmental science and health professionals. The Board has a history of enforcement of our Deeds and Restrictions regarding architectural and building standards. Everyone on the Board is very committed and capable of overseeing the project through completion. Since 2012 the MBL Board has made it a priority to add \$2500-\$5000/year to the subdivision savings/reserve account in anticipation of large project expenses.

II.c.2.b. An itemized account of how the money is to be spent.

Signs -	Concrete Footings	
	Stone base w/ limestone cap and keystone	
	Cultured stone backstone (2 @ \$6900)	\$ 13,800.00
	Sandblasted limestone sign (2 @ \$1100)	2,200.00
	Design fee (2 @ \$50)	100.00
Landscaping -	Burning bush removals/stump grinding (8)	300.00
	Installation of new plantings (4 @ \$20)**	80.00
	Replacement edging for Chattman monument	50.00
Permits -	Sign Permits (2 @ \$75)	150.00
	Foundation Permits (2 @ \$210)	<u>420.00</u>
	Total cost	<u>\$17,100.00</u>

*** Subdivision can save \$200 delivery fee if we purchase the Ninebark and Switchgrass plants on our own; the specific variety of plants will be based on availability.*

We received approval from the residents at our annual meeting June 8, 2016 to use the funds in our reserve account to beautify the entrance monuments. We currently have a reserve/savings account with \$32,662, which reflects the ability to meet the 1:1 matching requirement of the \$5,000 grant. The additional cost to the subdivision over the 1:1 grant match is \$7,100.

In-Kind Donation - We are very pleased that Ledbetter Outdoor Services has agreed to remove the current signs and donate tree trimming and edging installation services as part of this project. That donation is valued at \$225 (**documentation attached-Attachment G**).

II.c.2.c. *The organization's fiscal responsibility and management qualifications.*

The Board has fiduciary responsibility for the subdivision association (**budget attached-Attachment H**). As part of our subdivision budget, we include adding a minimum of \$2,500 annually to our "reserve" account, which we are dedicating to future upgrades. The Project Leaders are the current President, Lynn Kocan, and Vice President, Colleen Schultz. Mrs. Kocan and Mrs. Schultz were the Project Leaders for the 1991 installation and landscaping of the current signs. Mrs. Schultz currently works for a financial firm; prior to that she was the Property Manager of the River Oaks Condominiums. She is very familiar with contracts and scheduling. Mrs. Kocan worked in financial administration for Ford Motor Company and a non-profit agency for 38 years; she served on the City of Novi's Zoning Board of Appeals and the Planning Commission from 2000-2006. She is very familiar with the site plan process and zoning ordinances. In addition, the homeowner's association worked with the City to bring the dam up to MDEQ standards in 2011-2012. The Board will assist in any way necessary to meet the City's work timeline and provide all necessary documentation as required by the grant.

II.c.2.d. *History of maintenance; whether the association has demonstrated the ability to maintain past neighborhood or entry improvement projects.*

The monuments and park area have been maintained annually by resident volunteers (weeding, watering, repainting of signs, etc.) as well as with an ongoing contract. Our Parks Director--as well as other residents--regularly walk the subdivision, picking up litter and noting any maintenance or improvements that need to be addressed. Resident volunteers have removed tires, a picnic table, and fallen tree limbs from the creek. The woodlands ordinance now prohibits us from removing trees from the creek, but the City will remove them when they inhibit the flow from the dam. In addition to the monuments, Meadowbrook Lake Subdivision has a beautiful lake, large park and playground area. The grass is cut weekly from April through December. The park sidewalk is cleared of snow in the winter. In 2010 the subdivision enhanced the lengthy tree-lined entrance to the park on Ennishore by adding soil and grass seed along the ten-foot edge of the roadway; the City has posted No Parking signs on the East side of the road to keep the area as scenic as possible. In 2013 the swing set damaged by a fallen tree was replaced. In 2015 we replaced the baseball backstop; we were fortunate to contact a former resident of MBL whose company provided the service at a substantially reduced rate to the subdivision. Also, the trees along Ennishore Drive have recently been trimmed and shaped. Maintenance currently averages between 50-60% of our annual budget. Meadowbrook Lake Subdivision is very proud of its maintenance history as is evidenced by its physical appearance.

II.c.3. Project Sustainability (0-25 points)

II.c.3.a. *Project is well planned and ready for implementation.*

Bids have been secured from Performance Creative Resources, Inc., and Ledbetter Outdoor Services. If we receive the grant, we will work with the City to ensure all permits, licenses and approvals are obtained and set a timeline with our contractors for completion by November 1.

II.c.3.b. Grant application includes well defined, scaled plans, including a description of how the finished project will look (It is strongly encouraged to include a design sketch, with plant counts if project includes plants).

We have attached sketches of our proposed sign and landscaping design. The boulders will be cleaned and excess mulch moved to improve the entrance.

Nine Mile Road/Ennishore Drive:

New plantings:

2 Dwarf Ninebark plants, Tiny Wine or Summer Wine variety, based on availability

Existing plants:

1 Amelanchier Shadblow Serviceberry
2 Maiden Grass
4 Stella de Oro Daylilies
4 Salvia
2 Phlox
2 Carpet roses
4 Coral Bells
13 Hostas

Meadowbrook Road/Chattman Drive:

New plantings:

2 Switchgrass plants, Cheyenne Sky or Shenandoah variety, based on availability

Existing plants:

1 Crabapple
2 Burning Bushes
3 Sea Grass
4 Salvia
2 Phlox
2 Carpet roses
15 Autumn Joy Sedum

II.c.3.c. Project abides by all necessary laws and ordinances.

The sign at Nine Mile Road Road/Ennishore Drive is on Meadowbrook Lake Subdivision property. The sign on Meadowbrook Road/Chattman Drive is on City property, which will require a right-of-way permit.

It is not our plan to replace the signs at Meadowbrook Road/Penton Rise Court and Meadowbrook Road/Glyme Drive at this time. When we do that installation, our 1991 approval of a setback variance from the Zoning Board of Appeals (Case #91-43A, **letter attached-Attachment I**) is still valid. Neither sign at Glyme nor Penton Rise is in the Oakland County ROW but will require right-of-way permits.

II.c.3.e. The project includes sustainable design elements.

The sign and base will be constructed of stone and limestone. There will be concrete footings under the entire length of the base, in compliance with the ordinance. There will be sandblasted lettering on limestone signs, due to its longevity and theft resistance. These materials will withstand the elements and last much longer than wood. The overgrown burning bushes next to the signs will be removed and replaced with Ninebark and Switchgrass. Both species are native to Oakland County and will remain attractive well into Fall. We have replaced many of the perennials over the years and believe we have a quality mix of plants to keep as part of our landscape plan.

II. d. Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g. road commission), please explain here, and attach written permission/approval from the necessary entity.

There are no location or topography changes proposed. We were hoping to use the dirt that was excavated for the concrete footings to shore-up the boulders to their original position. However, both of the signs are in flood plains. Therefore, we are restricted from changing the topography at this time without a floodplain permit—which we are pursuing. The sign at Meadowbrook Road/Chattman is on City property and will require a right-of-way permit.

For Phase II, the two monuments are on private property (one at 41416 Glyme/Meadowbrook and one at 22883 Penton Rise/Meadowbrook). Neither sign is in County ROW but will require right-of-way permits. The Association will discuss the plans with each of the property owners and will secure letters of their approval, as required.

II. e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's invasive species list, as items on this list are not permitted.

We will be removing eight (8) burning bushes closest to the existing signs—three (3) at Nine Mile/Ennishore and five (5) at Meadowbrook/Chattman. We have reviewed the City's Plant Materials List and Invasive Species List and have chosen the following replacement plantings for the burning bushes, which are native to Oakland County:

- 2 Dwarf Ninebark-*Physocarpus opulifolius* To be planted at Nine Mile Road/Ennishore Drive
Tiny Wine or Summer Wine variety—depending on availability
- 2 Switchgrass - *Panicum virgatum* To be planted at Meadowbrook Road/Chattman Drive
Cheyenne Sky or Shenandoah variety—depending on availability

At Nine Mile/Ennishore, landscaping to be preserved includes an Amelanchier Shadblow Serviceberry tree (which will be pruned), ornamental maiden grasses, Stella de Oro daylilies, salvia, phlox, carpet roses, coral bells and hostas.

At Meadowbrook/Chattman, landscaping to be preserved includes a Crabapple tree (which will be pruned and shaped), burning bushes behind the sign, ornamental sea grasses, salvia, phlox, carpet roses, and Autumn Joy sedum.

III. Funding Information

III. a. Estimated Total Project Costs: \$ 17,100

III. b. Who provided this cost estimate?

Signs - Performance Creative Resources, *Pete Eichinger, 810-523-3159*
Landscaping - Ledbetter Outdoor Services, *Rob Ledbetter, 248-225-6113*

III. c. Total amount of funds requested: \$ 5,000

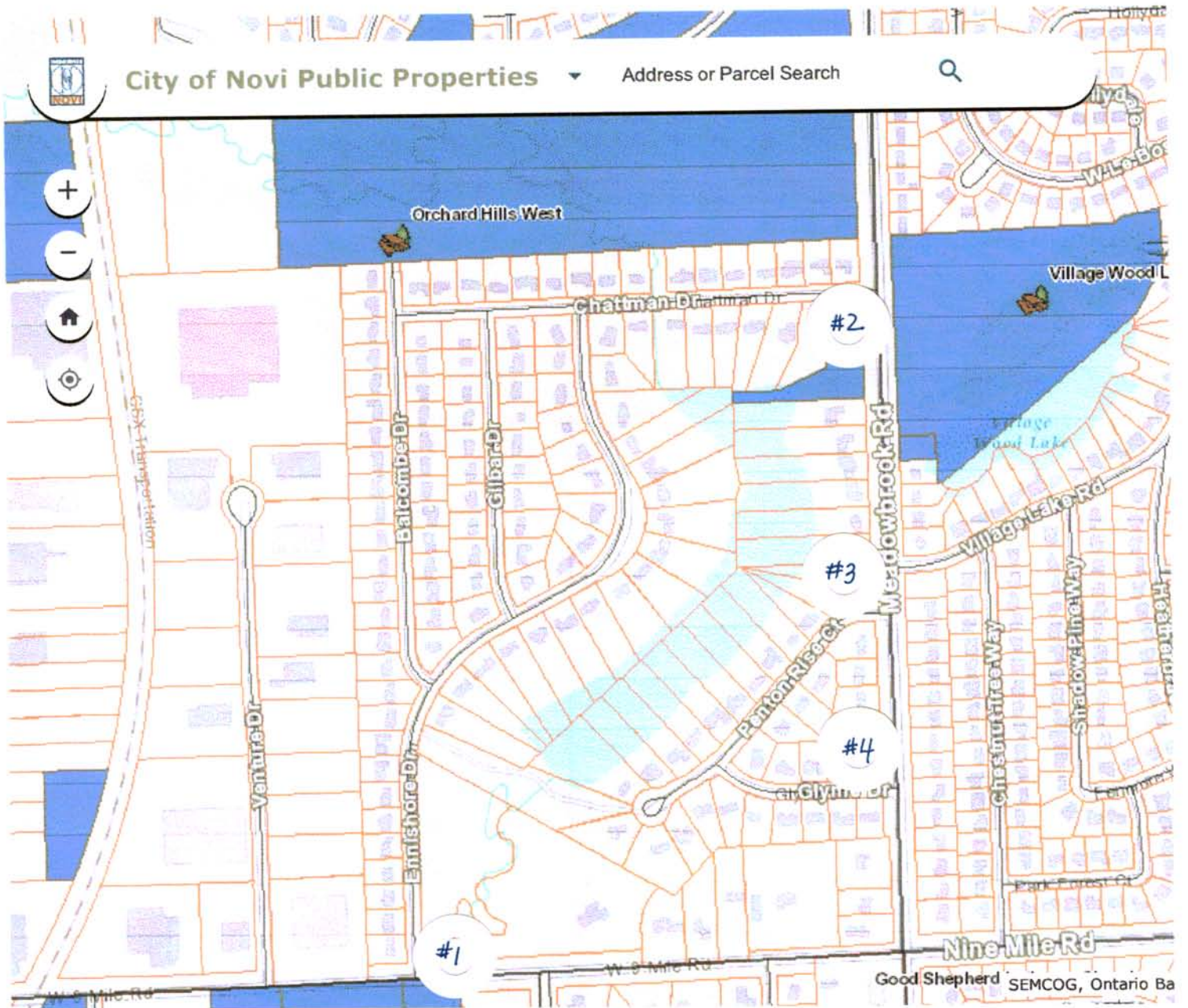
III. d. If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the additional cost: \$ 7,100

III. e. Total amount to be donated through in-kind donations and/or cash assistance: \$ 225

Please provide a summary of in-kind donation: Ledbetter Outdoor Services has agreed to remove the current signs (value of \$100), trim the trees (value of \$75) and install edging around the berm on Chattman (value of \$50) as part of this project.

IV. Attachments

- A - Project Location - Meadowbrook Lake Subdivision
- B - Existing sign images: Phase I: Monument #1 - Nine Mile Road/Ennishore Drive
Monument #2 - Meadowbrook Road/Chattman Drive
Phase II: Monument #3 - Meadowbrook Road/Penton Rise Court
Monument #4 - Meadowbrook Road/Glyme Drive
- C - New Sign Rendering
- D - Landscape Renderings
- E - 1991 Monument - Meadowbrook Road/Chattman Drive
- F - Site Plans
- G - In-Kind Donation Documentation/Contractor Quotes
- H - Meadowbrook Lake Financial Statement
- I - Zoning Board of Appeals Approval for Phase II Monument locations #3 and #4 (1991)



MEADOWBROOK LAKE SUBDIVISION

PHASE I - Existing Entrance Monuments

Entrance monument #1 is located at Nine Mile Road and Ennishore Drive

Entrance monument #2 is located at Meadowbrook Road and Chattman Drive

PHASE II - Existing Entrance Monuments

Entrance monument #3 is located at Nine Mile Road and 22883 Penton Rise Court

Entrance monument #4 is located at Nine Mile Road and 41416 Glyme Road

The base structure is Bucks County limestone cultured stone with an arched top, limestone cap and keystone. Dimensions are 102" (8' 6") wide, 60" (5') tall, and 15" deep.

The sign panel is limestone with an arched top. The dimensions are 84" (7') wide, 27" high, and 2.25" deep.



MONUMENT #1



EXISTING AMELANCHIER

NEW NINEBARK

EXISTING MAIDEN GRASS

EXISTING DAYLILY

EXISTING PHLOX

EXISTING SALVIA

EXISTING ROSE

EXISTING CORAL BELLS

NEW NINEBARK

EXISTING ROSE

EXISTING CORAL BELLS

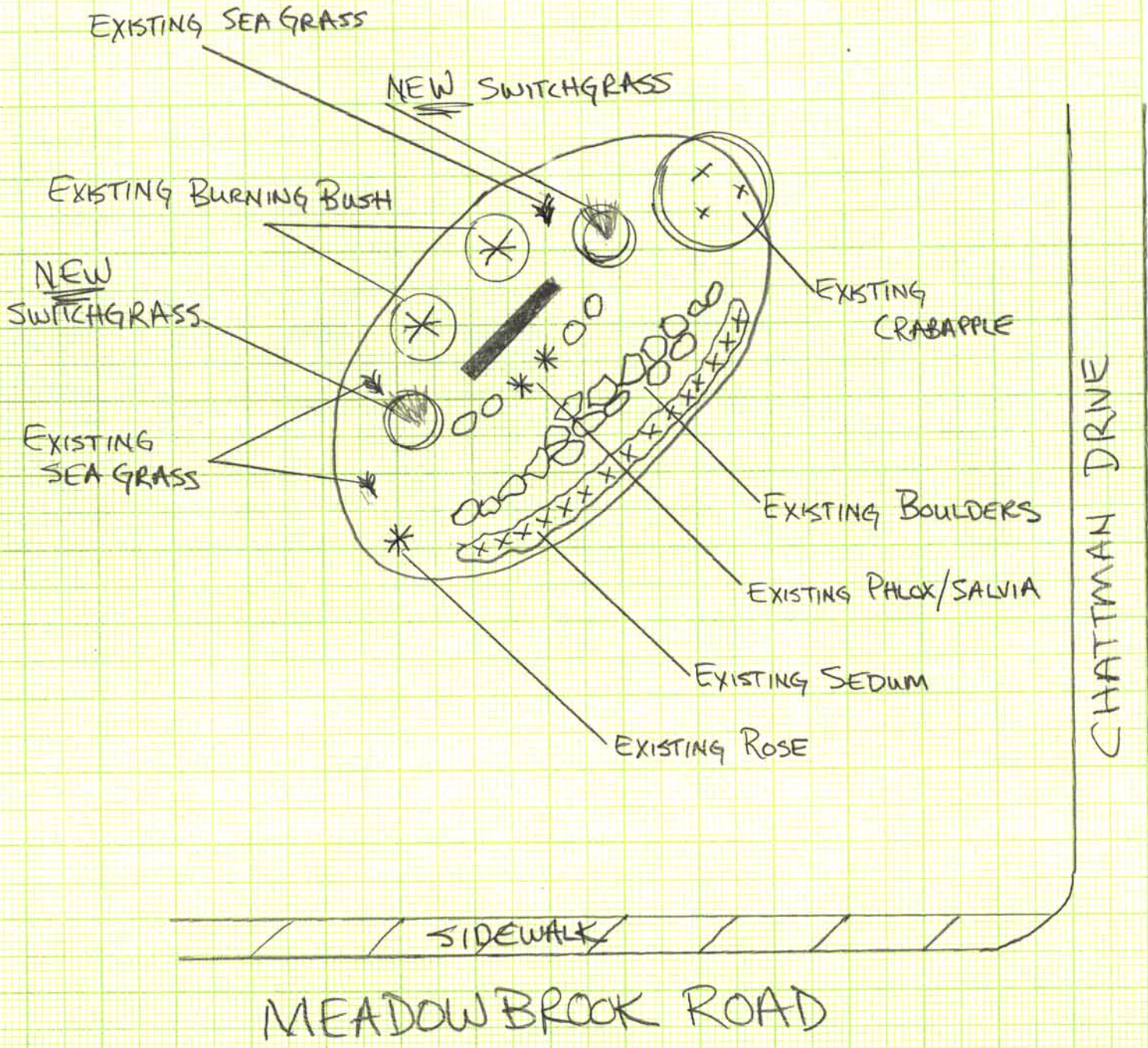
EXISTING BOULDERS

EXISTING HOSTA

ENNISHORE DRIVE

NINE MILE ROAD

MONUMENT #2



OAKRIDGE PLACE APPLICATION



OAKRIDGE PLACE

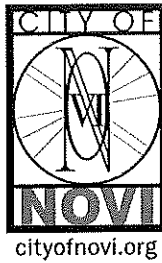
LOCATION: HAGGERTY ROAD AND COUNTRY LANE

PROJECT DESCRIPTION: MOVE SIGN, INSTALL NEW LIGHTING, AND UPDATE LANDSCAPING

GRANT AMOUNT REQUESTED: \$ 1,684.50

FULL PROJECTED COST: \$ 3,369.00





Neighborhood Entryway Enhancement Matching Grant Application

Due Date: February 3, 2017

I. Applicant Information

Association Name:

Age of Association:

First-time Applicant?: Yes No

If No, date of last application submission:

Project Leader:

Office Held/Position within organization:

Address:

Telephone:

E-Mail:

II. Project Information

a. The project will consist of Phase 1 for the Oakridge Place Condominium Association installing new lighting at the entrance located off of Haggerty Rd., south of 10 Mile (map attached, exhibit A). The current lighting does not light the entrance area sufficiently for residents and guests to see the location when coming off of Haggerty Rd. The Oakridge Place Condominium Association plans to complete the rest of the entrance enhancements in phases. The next phase will begin the landscape renovations.

Phase 1- (see exhibit B and C)

- Lighting both middle islands by using LED 5w "Up" lights to illuminate the trees. The trees in the middle islands will also be trimmed to provide more open area for the lights and enhance the view aesthetically.
- Lighting the Spruce trees on both sides of the entrance area with LED 10w Well Lights.
- Relocating the street sign to the east side of the sidewalk for better visibility from Haggerty Rd.

b. Oakridge Place Condominium Association is located on Country Lane, off of the west side of Haggerty Rd., south of 10 Mile. The entrance is right off of Haggerty Rd. (see exhibit D)

c.

- **Need and Impact-** Old lighting will be replaced with energy efficient LED lighting with better visibility.
- **Feasibility-** The Board of Directors are very invested in decisions and with full cooperation of the management company.
- **Sustainability-** The plans are complete and will be executed by a highly recommended professionally insured company.

The main purpose of this phase of the project chosen to be done first is safety. The entrance is difficult to see for those entering the association and those driving along Haggerty. Because the entrance is not as visible as it should be, you do not see it until you are right upon the entrance or have passed it which becomes a hazard to drivers. Providing better and more lighting as well as moving the street sign will not only increase safety but enhance the entrance.

d. The LED lighting will be a positive improvement both for better visibility and for the environment.

e. N/A the landscape renovations will begin in Phase 2 of the project.

III. Funding Information

a. Estimated Total Project Costs:

\$3,369.00 (see exhibit E)

b. Who provided this cost estimate?

Verdure H2O, INC.

(Name, Title, Company)

248-684-8441

(Phone Number)

c. Total amount of funds requested:

\$1,684.50

(50% project costs up to \$5,000)

d. If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the additional cost :

N/A

e. Total amount to be donated through in-kind donations and/or cash assistance:

N/A

Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor):

N/A

*****REMEMBER to include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project**

Light Spruce Trees

Light Spruce Trees

Relocate Street Sign Here

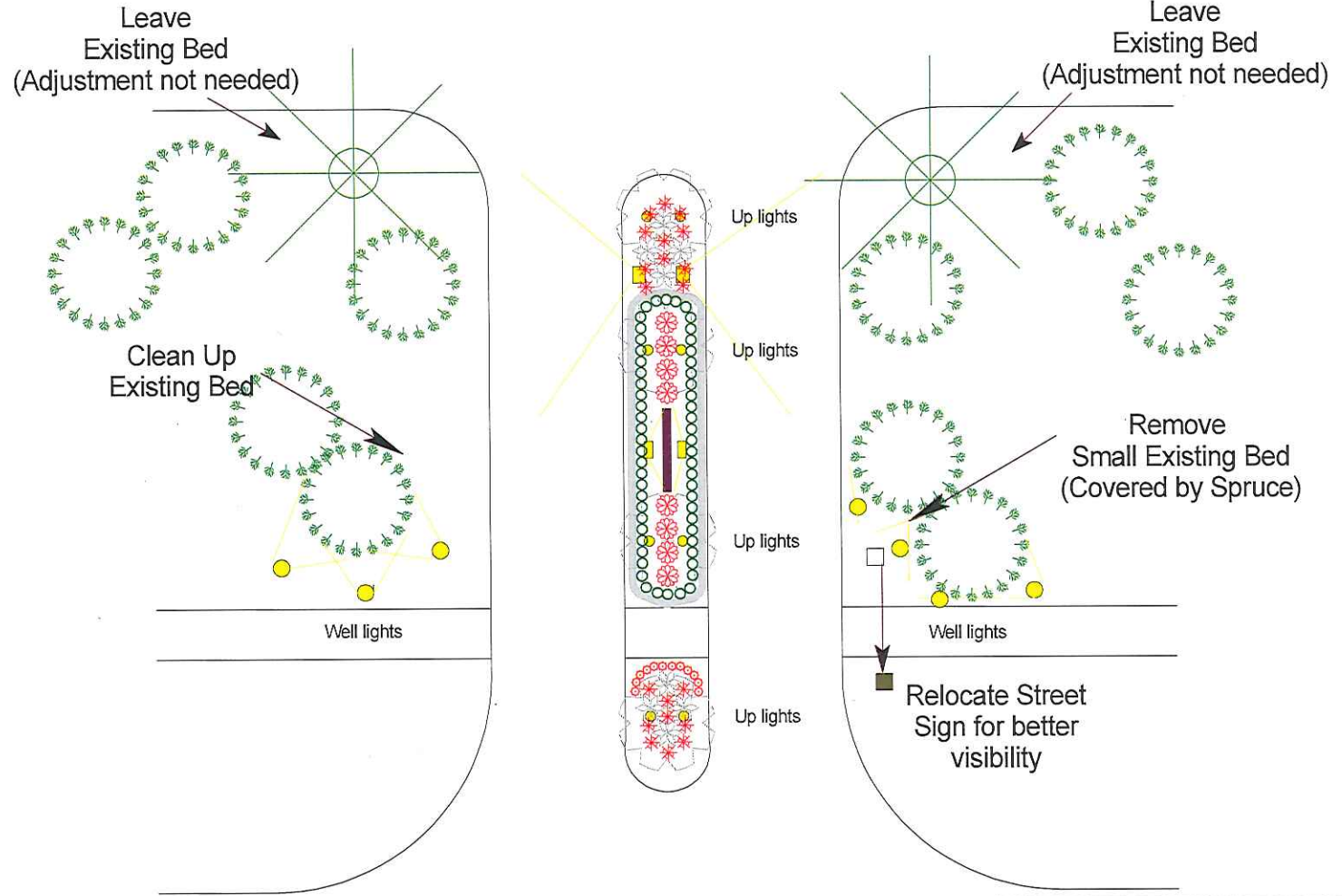
All drawings are site specific and designed for the site shown. No responsibility is assumed for any errors or omissions. The contractor shall be responsible for obtaining all necessary permits and approvals. The contractor shall be responsible for obtaining all necessary permits and approvals. The contractor shall be responsible for obtaining all necessary permits and approvals.

Verdure H2O, Inc.
Oakridge Place
January 2017

REVISIONS:

1. Add Lighting to Spruce Trees
2. Suggest Street Sign Location
3. Signage - Permanent Home?





All landscape concepts, ideas, and designs attached or sent herein are property of -and shall be contracted and installed by - Verdure H2O, Inc. Said concepts, ideas, and designs are provided to the recipient in good faith and shall not be utilized in any way - full or in part - without payment to and written consent from Verdure H2O, Inc. Upon payment (minimum \$300 per concept or design) and release, the recipient may utilize or implement the design at their discretion. Conversely, if any part of the concept, ideas, or design has been found to be utilized or implemented without payment or consent, the recipient will be billed (minimum \$300) for the aforementioned.



Oakridge Place Islands:

Qty	Common Name
12	Boxwood, Green Mountain 18"
58	Boxwood, Green Velvet 15"
4	Crabapple, Spring Snow
8	Hydrangea, BoBo
20	Vinca
8	Rose, Red, Knockout

ROMA RIDGE APPLICATION



ROMA RIDGE

LOCATION: 10 MILE ROAD AND ROMA RIDGE DRIVE

PROJECT DESCRIPTION: UPDATE SIGN STONEMWORK

GRANT AMOUNT REQUESTED: \$ 2,250.00

FULL PROJECTED COST: \$ 4,500.00



Neighborhood Entryway Enhancement Matching Grant Application

Applicant Information

Association Name: Roma Ridge Home Owners Association
Age of Association: 26 years+
First-time Applicant: YES
Project Leader: Jill Wasson
Office/Position: Landscape Committee
Address: 24433 Venice Dr.
248-349-5083
wasson6@ameritech.net

II. Project Information:

a. We intend to update our subdivision entrance sign. The existing sign is original to our subdivision, approximately 26 years old. The natural stone base will largely remain untouched, receiving minor repairs to existing mortar and back support for the new sign. The sign portion will be replaced with a new limestone engraved sign. The current sign is showing significant deterioration in both the front and back. Its finish is faded and the design style itself is reflective of its original installation date.

Our entrance is situated along heavily traveled 10 Mile Rd. Not only will this improvement be beneficial to our neighborhood, but also to the community as a whole, who will see our commitment to maintaining home values, curb appeal and community pride.

b. Roma Ridge subdivision entrance is located on the North side of 10 Mile Rd., about ¼ mile East of Beck Rd. The sign is positioned in the center boulevard on Roma Ridge Dr. and faces south towards 10 Mile Rd. The location of our sign will remain unchanged with this project. The overall height of our new sign will not exceed our current sign. A photo of our current sign is attached along with a sketch of our proposed sign.

c. The Roma Ridge subdivision originated in 1989. Since that time, our entrance sign itself has been painted, but not received any major updates. We recognize the need to have an inviting, appealing and current sign welcoming our residents and potential residents into our community. Our sign is situated on a major thoroughfare of our city, therefore visible to so many more than just our residents.

Our residents have already invested a great deal in our entrance and are excited to make this improvement. **Over a three-year period, in 2007-9, we invested over \$38,000 in our entrance.** We installed cultured stonewalls and new landscaping on both the East and West sides of Roma Ridge Dr. We enhanced the landscaping of the center boulevard where our sign presently sits and had a decorative lantern installed. We believe this demonstrates our commitment to keeping our neighborhood of the quality and caliber we want representing our city.

d. We believe the replacement of our sign will only positively affect the surrounding environment. The only possible problem could be some disruption of vegetation during the installation process, but we do believe this to be minimal. It will not impact any property owners or other non-City agencies.

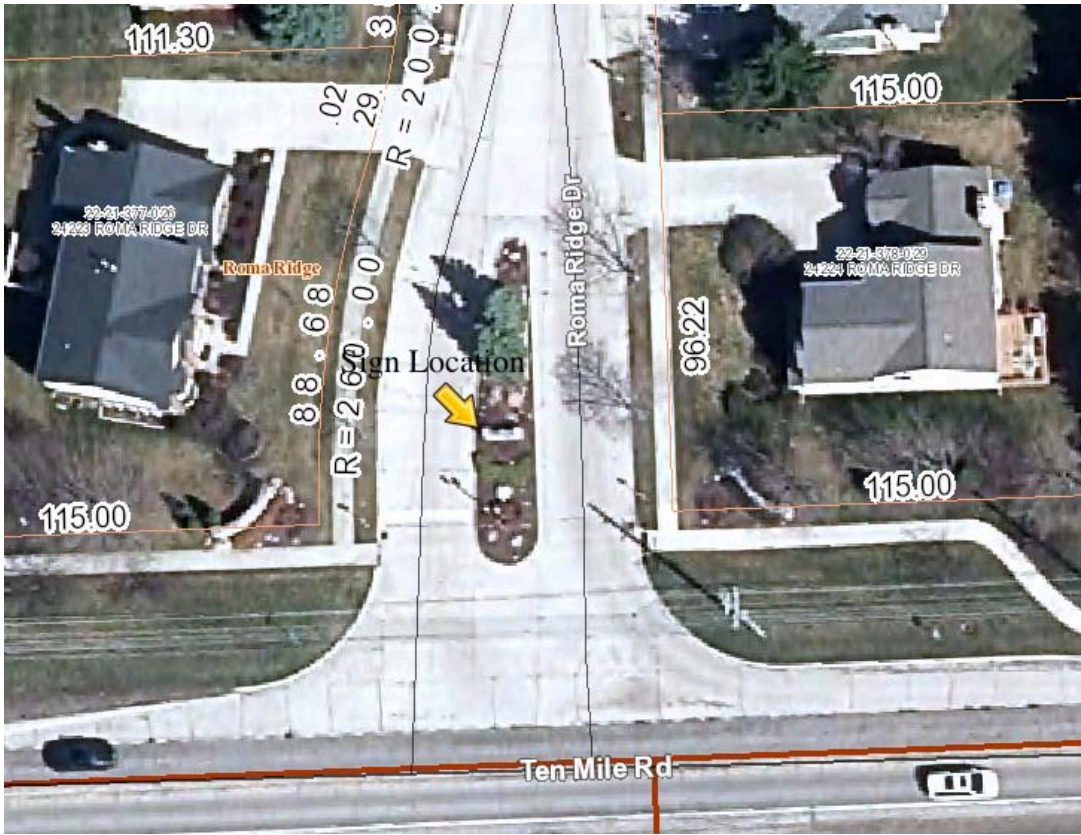
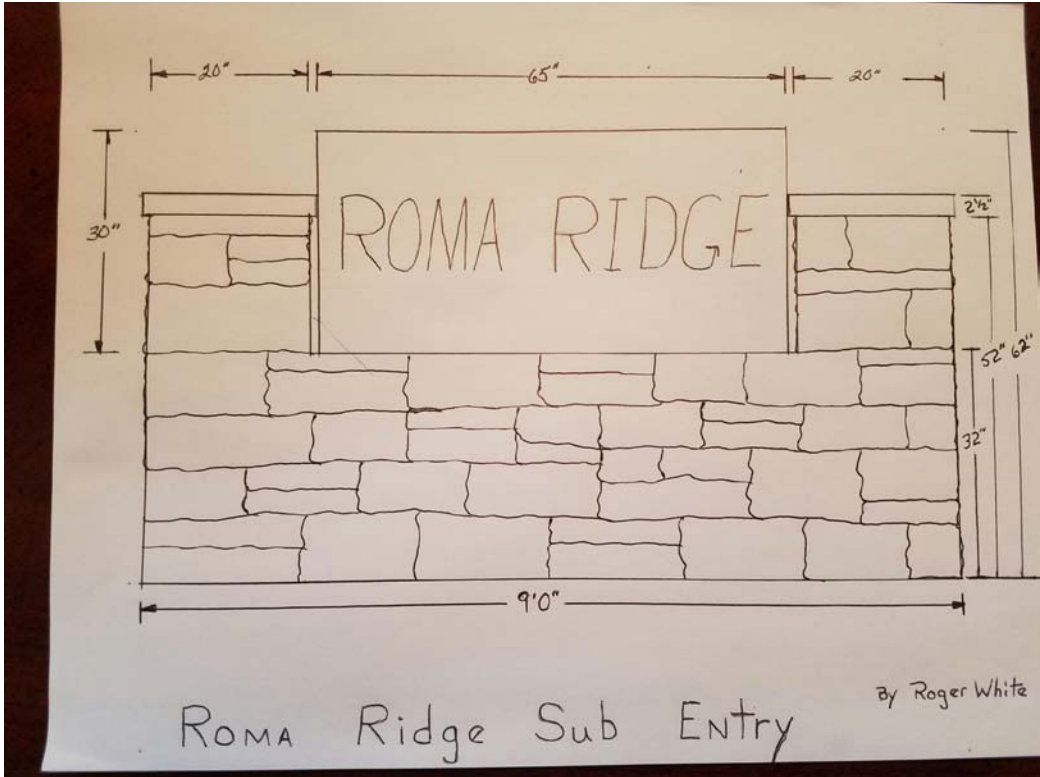
e. We are not proposing any new plants for our project.

III. Funding Information

- | | | |
|----|--------------------------------|--|
| a. | Estimated Total Project Costs: | \$4500 |
| b. | Provided by | Roger White
R. White Construction
248-974-6793 |
| c. | Funds requested | \$2250 |
| d. | | N/A |
| e. | | N/A |
| f. | Please see attached proposal. | |

IV. Attachments

- 2017 RRHA Budget- highlighted portions indicate the dollars allocated to this sign project and the dollars allocated to our ongoing maintenance of landscaping.
- Prior three years spending on entryway/landscape maintenance.
- Proposal provided by R. White Construction
- Scaled drawing of our proposed sign.
- Map of project location



YERKES MANOR APPLICATION



YERKES MANOR ESTATES

LOCATION: 8 MILE ROAD AND VERANDA DRIVE

PROJECT DESCRIPTION: REPLACE SIGN AND INSTALL NEW LIGHTING

GRANT AMOUNT REQUESTED: \$ 5,000.00

FULL PROJECTED COST: \$ 12,740.08



YERKES MANOR ESTATES

City of Novi
Neighborhood Entryway Enhancement
Matching Grant Program





Neighborhood Entryway Enhancement Matching Grant Application

Due Date: February 3, 2017

I. Applicant Information

Association Name: **Yerkes Manor Estate**

Age of Association: **21 Years**

First-time Applicant?: Yes No

If No, date of last application submission:

Project Leader: **Steven Voelker**

Office Held/Position within organization: **Board Member**

Address: **20719 Emily Court
Novi, MI 48375**

Telephone: **248-760-9018** E-Mail: **Steve4art@gmail.com**

II. Project Information

- a. Provide a clear description of project plan and design, including the location, existing conditions, specific need, and public benefit. Attach project planning documents such as landscaping drawings, plans, maps, and/or pictures of project area, etc.

We (the boardmembers of Yerkes Manor) would like to:

- Replace EXISTING wood entrance sign with a NEW sign
- NEW LED exterior illumination
- Be located in EXISTING sign location
- Be constructed of high density polyurethane and aluminum
- Will conform to City of Novi sign regulations

See attached documents.

- b. Location of proposed project area (please provide a written description of location, along with an attached project map with location identified). City maps can be found on the City of Novi website at: <http://cityofnovi.org/Community/Map-Gallery.aspx>.

Location:

- Entrance to Yerkes Manor
- In boulevard on Veranda Drive, north of Eight Mile

See attached map (site plan).

- c. Explain how the project meets the review criteria listed in the “**Grant Selection Criteria & Evaluation Process**” section.

1) Need and Impact:

- Will replace run down existing sign
- Will be more legible
- Will be more creative, contemporary and attractive

2) Feasibility:

- Complies with subdivision’s anual landscaping budget

3) Sustainability

- Fixed quote from replical local sign fabricator

- d. Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g. road commission), please explain here, and attach written permission / approval from the necessary entity.

We (the boardmembers of Yerkes Manor) believe:

- NEW sign will upgrade the overall visual impact of subdivision
- NEW sign will better identify the subdivision
- NEW sign will replace a deterioration EXISTING sign

- e. Please list all proposed plants (if any) that intend to be used in the project. Please refer to the City's invasive species list, as items on this list are not permitted.

We (the boardmembers of Yerkes Manor):

- Do not plan to replace any permanent plants, trees or shrubs with this project

III. Funding Information

a. Estimated Total Project Costs:

\$12,740.08

b. Who provided this cost estimate?

Anne Vinstra,
Representative, Sign Graphix, Inc.
(Name, Title, Company)

248-848-1700

(Phone Number)

c. Total amount of funds requested:

\$5,000

(50% project costs up to \$5,000)

d. If the project cost is projected to exceed the 1:1 match from the city (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the additional cost :

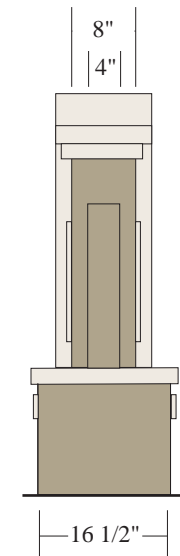
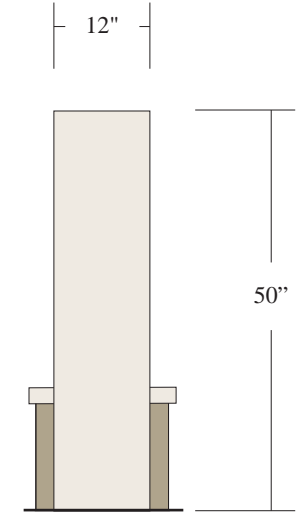
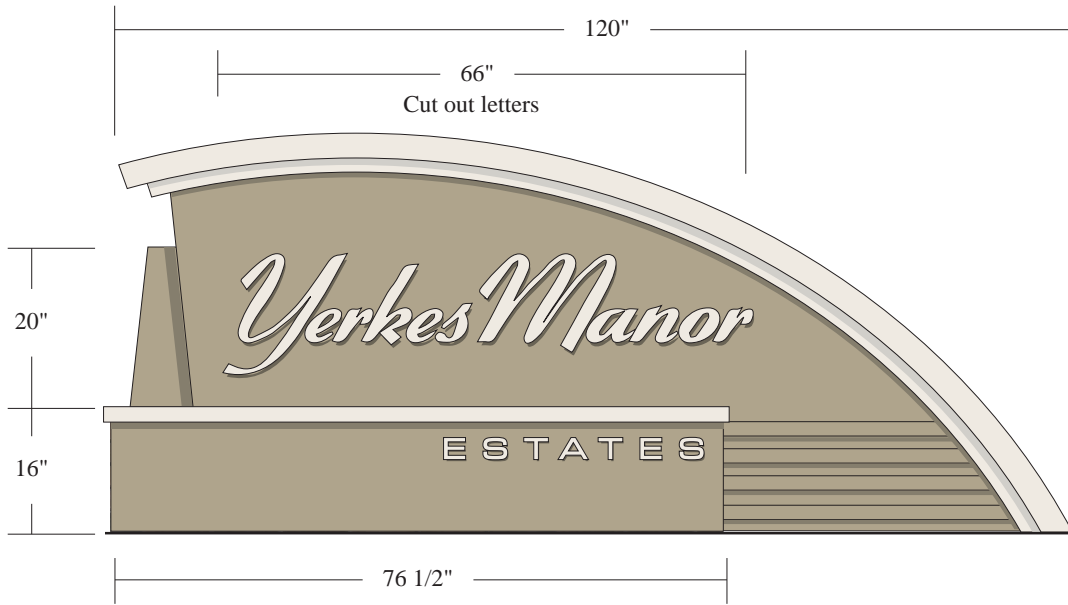
\$7,740.08

e. Total amount to be donated through in-kind donations and/or cash assistance:

0.00

Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor):

*****REMEMBER to include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project**



ONE (1) NON-ILLUMINATED GROUND SIGN
 Scale: 1/2" = 1'-0"

SIGNgraphix

39255 Country Club Drive, Suite B-35,
 Farmington Hills, Michigan 48331-3490
 Ph. 248-848-1700 Fax 248-848-1722
 www.signgraphix.net

Yerkes Manor Estates

DRAWING: 1-16-17
 20294 1-17-17
 JOB: 1-28-17
 22

CLIENT SIGNATURE: _____
 DATE: _____

20719 Emily Court Novi, MI 48375

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