



ADAMS NORTH TECH CENTER JSP14-29

Adams North Tech Center, JSP14-29

Consideration of the request of Northern Equities Group for approval of Preliminary Site Plan and Stormwater Management Plan. The subject property is 6.70 acres in Section 1 of the City of Novi and located at the northeast corner of Cabot Drive and MacKenzie Drive in the OST, planned Office, Service, Technology district. The applicant is proposing a 53,039 square foot speculative office building.

Required Action

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

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	06-26-14	Items to be addressed on the Final Site Plan submittal
Engineering	Approval recommended	06-26-14	Items to be addressed on the Final Site Plan submittal
Traffic	Approval recommended	06-19-14	Items to be addressed on the Final Site Plan submittal
Landscaping	Approval recommended	06-26-14	<ul style="list-style-type: none"> • Planning commission waiver of required street trees subject to same number of trees being planted on site • Landscaping and sidewalk improvements along the Cabot Drive extension to be addressed at the time of Final Site Plan
Facade	Approval Recommended	06-19-14	Items to be addressed on the Final Site Plan submittal
Fire	Approval recommended	06-06-14	Items to be addressed on the Final Site Plan submittal

Motion Sheet

Approval –Preliminary Site Plan

In the matter of Adams North Tech Center, JSP14-29, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- b) Planning Commission waiver of street tree requirement due to the location of underground utilities, subject to the applicant providing an equal number of trees on-site to supplement landscaping, which is hereby granted; and
- c) Applicant to work with city staff and city attorney's office at the time of Final Site Plan to determine the mechanism needed to insure landscaping and sidewalk improvements along future master planned Cabot Drive extension upon construction;
- d) *(additional conditions here if any)*

This motion is made because the plan is otherwise in compliance with Article 23A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.

-AND-

Approval –Stormwater Management Plan

In the matter of Adams North Tech Center, JSP14-29, motion to **approve** the Stormwater Management Plan based on and subject to the following:

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

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

-OR-

Denial –Preliminary Site Plan

In the matter of Adams North Tech Center, JSP14-29, motion to **deny** the Preliminary Site Plan with Site Condominium, *for the following reasons...(because the plan is not in compliance, Article 23A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

-AND-

Denial –Stormwater Management Plan

In the matter of Adams North Tech Center, JSP14-29, motion to **deny** the Stormwater Management Plan, *for the following reasons...(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

MAPS
Location
Zoning
Future Land Use
Natural Features

JSP14-29 Adams North Tech Center

Location



Map Legend

 Subject Property



City of Novi
Planning Division
Community Development Dept.
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

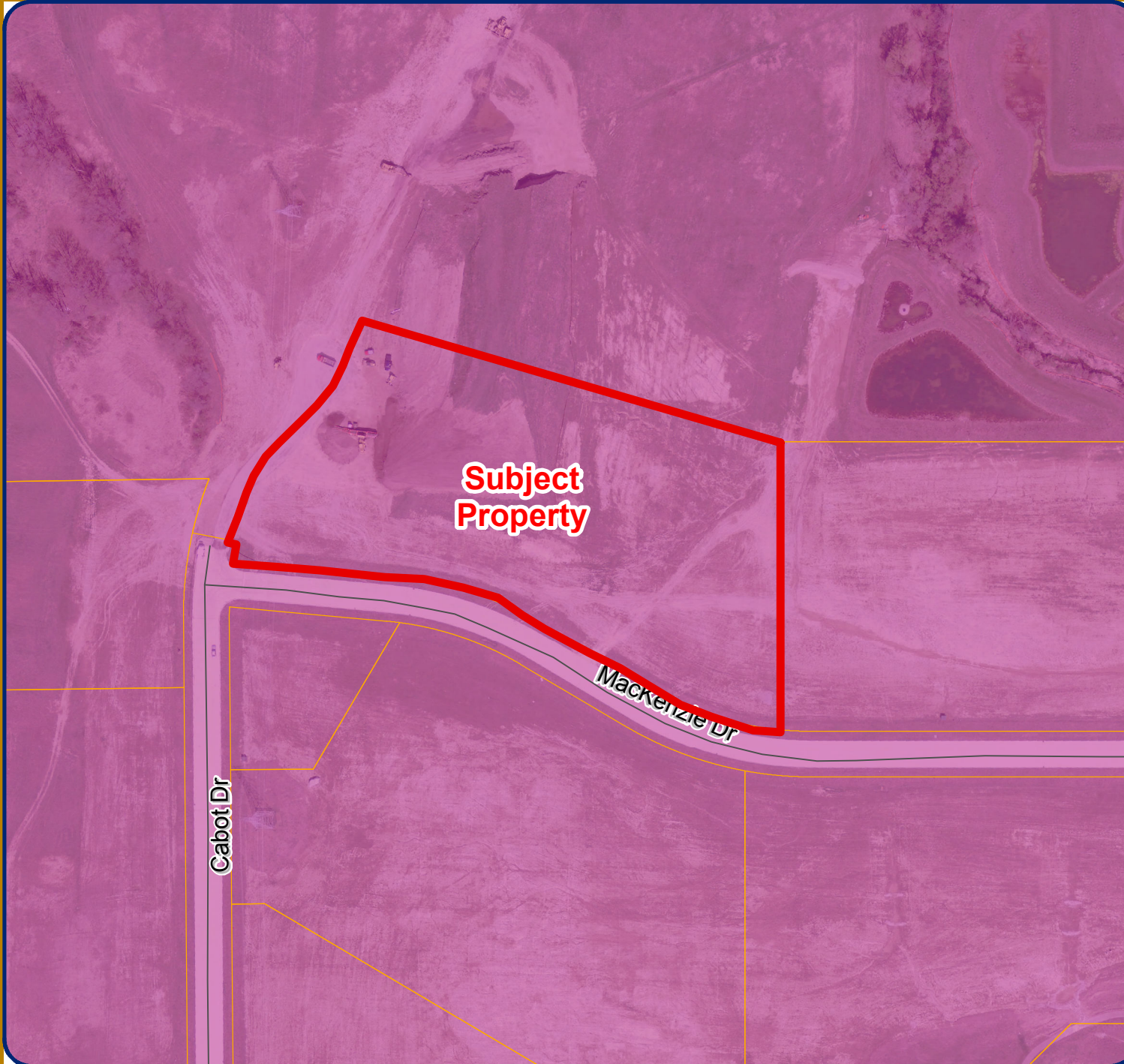
Map Author: Sara White
Date: 06-30-14

MAP INTERPRETATION NOTICE



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JSP14-29 Adams North Tech Center

Zoning



Map Legend

-  Subject Property
-  OST: Office Service Technology



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Planning Division
Community Development Dept.
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cityofnovi.org

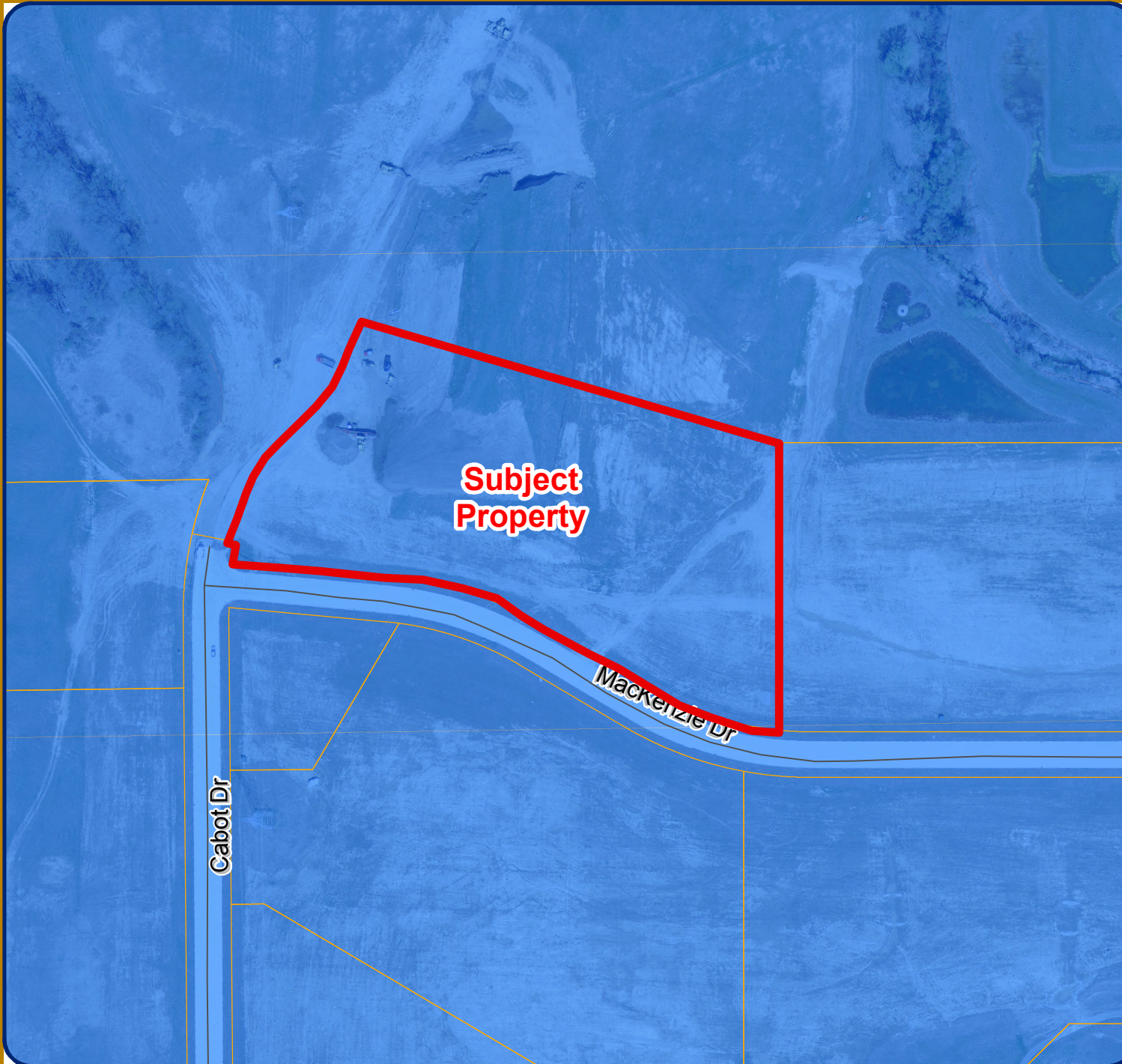
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JSP14-29 Adams North Tech Center

Future Land Use



Map Legend

-  Subject Property
-  Office R&D Technology



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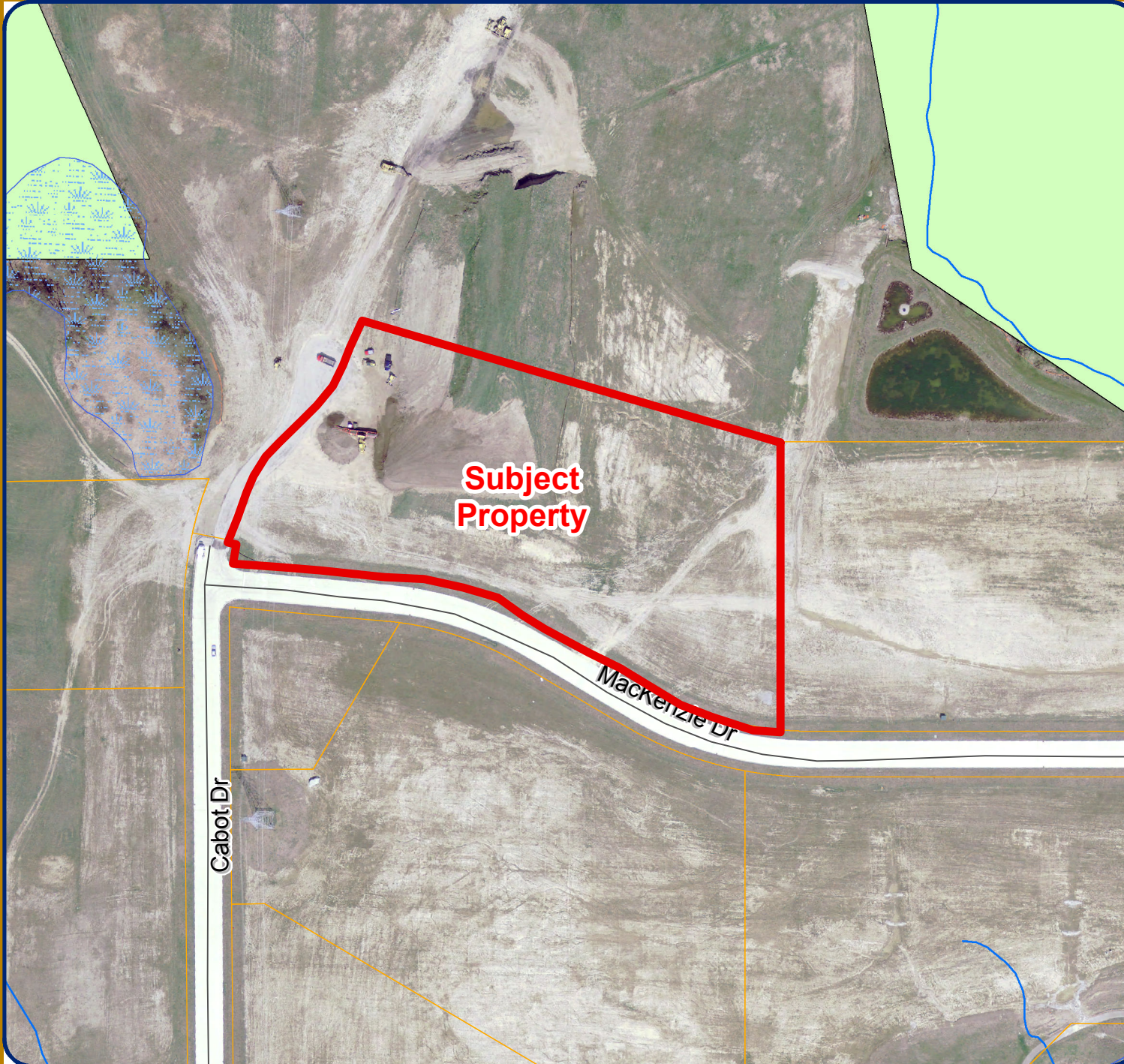
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JSP14-29 Adams North Tech Center

Natural Features



Map Legend

-  Subject Property
-  Waterways
-  Wetlands
-  Woodlands



City of Novi
Planning Division
Community Development Dept.
45175 W Ten Mile Rd
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cityofnovi.org

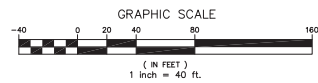
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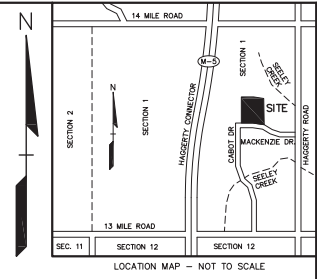
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SITE PLAN

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



- KEY:
- GREENBELT TREES
 - INTERIOR PARKING LOT TREES
 - PERIMETER PARKING LOT TREES
 - SHRUBS
 - PROPOSED SOD LAWN (CONTRACTOR SHALL REPLACE ALL DISTURBED AREAS WITH LAWN. FIELD VERIFY LIFELINES OF DISTURBANCE.)
 - SLOPE STABILIZATION SEED MIX & STABILIZED MULCH BLANKET BY JPMON. PHONE: 733.226.8695



LANDSCAPE CALCULATIONS:
PER CITY OF NOVI ZONING ORDINANCE

PARKING LOT LANDSCAPE

REQUIRED:
 A 3% OF PARKING SPACE = 39,194 x 10% = 3,919
 C 5% OF ADDITIONAL PAVING = 30,974 x 1% = 310
 A+C = 4,229 = 710 = 4,629 SF OF ISLANDS REQUIRED
 E. 0/75 = 4,629 / 75 = 62 CANOPY TREES REQUIRED

PROVIDED: 18,268 SF OF LANDSCAPING
62 CANOPY TREES

PARKING LOT PERIMETER

REQUIRED: 1 TREE PER 35 LF OF PAVED VEHICULAR PERIMETER
759 LF OF PARKING LOT / 35 LF = 22 TREES REQUIRED

PROVIDED: 22 CANOPY TREES

GREENBELT

REQUIRED: 1 LARGE DEC OR EVG / 35 LF OF FRONTAGE
1 SUB CANOPY DEC / 20 LF OF FRONTAGE
1 CANOPY DEC TREE / 35 LF BETWEEN SIDEWALK & CURB

MACKENZIE DR: 766 LF / 35 = 22 LARGE DEC OR EVG REQUIRED
766 LF / 20 = 38 SUB CANOPY REQUIRED
766 LF / 35 = 22 CANOPY BETWEEN SIDEWALK & CURB

PROVIDED: MACKENZIE DR: 22 LARGE DEC, 38 SUB CANOPY,
& 22 R.O.W TREES PROVIDED THROUGHOUT SITE

FOUNDATION PLANTINGS

REQUIRED: 1,623 LF BUILDING PERIMETER x 8 = 12,984 SF INTERIOR SITE LANDSCAPING

PROVIDED: 9,343 SF OF INTERIOR SITE LANDSCAPING

TREE PLANT LIST:

QUANTITY	KEY SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC.	COMMENT
18	AL2.8	Servicberry	<i>Amelanchier laevis</i>	2 1/2" Cal. B&B	Multi-trunk	Native
14	AB3	Red Maple	<i>Acer rubrum</i>	3" Cal. B&B		Native
4	AB3	Sugar Maple	<i>Acer saccharum Green Mountain'</i>	3" Cal. B&B		Native
12	CB3	Columnar European Hornbeam	<i>Carpinus betulus 'Columnaris'</i>	3" Cal. B&B		Non-Native
18	CC2.8	Eastern Redbud	<i>Cercis canadensis</i>	2 1/2" Cal. B&B	Multi-trunk	Native
18	CG3	Common Highberry	<i>Callicarpa occidentalis</i>	3" Cal. B&B		Native
11	GT3	Skyline Honeylocust	<i>Gleditsia inaequalis 'Skyline'</i>	3" Cal. B&B		Native
5	MP2.8	Prunella Crab	<i>Malus Prunella</i>	2 1/2" Cal. B&B		Non-Native
8	PA8	Minnow Spruce	<i>Picea maria</i>	8" Ht. B&B		Native
17	PC3	Cleveland Select Pear	<i>Pyrus calleryana 'Cleveland Select'</i>	3" Cal. B&B		Non-Native
6	PD8	Black Hills Spruce	<i>Picea glauca 'Dorset'</i>	8" Ht. B&B		Native
6	PF8	Colorado Spruce	<i>Picea pungens</i>	8" Ht. B&B		Native
6	QB3	Sweetgum	<i>Quercus macrocarpa</i>	3" Cal. B&B		Native
13	QR3	Red Oak	<i>Quercus rubra</i>	3" Cal. B&B		Native
9	TC3	Greenspire Linden	<i>Tilia cordata 'Greenspire'</i>	3" Cal. B&B		Non-Native

SHRUB PLANT LIST:

QUANTITY	KEY SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC.
36	BA24	Royal Burgundy Barberry	<i>Barberry t. atropurpurea 'Royal Burgundy'</i>	24" Ht.	Cont.
36	BT24	Royal Slow Japanese Barberry	<i>Barberry thunbergii 'Royal Glow'</i>	24" Ht.	Cont.
36	CA30	Sunrunner	<i>Chaetochloa 'Sunrunner'</i>	30" Ht.	Cont.
52	IG24	Shamrock Hollyhock	<i>Ilex glabra 'Shamrock'</i>	24" Ht.	Cont.
28	PF30	Abbotwood Forsythia	<i>Forsythia 'Abbotwood'</i>	30" Ht.	Cont.
52	RR24	The Sunny Knock Out	<i>Rosa 'The Sunny Knock Out'</i>	24" Ht.	Cont.
54	SAW30	Anthony Waters Spirea	<i>Spirea x Jeana 'Anthony Waters'</i>	30" Ht.	Cont.
72	SL24	Little Princess Japanese Spirea	<i>Spirea japonica 'Little Princess'</i>	24" Ht.	Cont.
48	SN30	Encorewood Spirea	<i>Spirea japonica 'Encorewood'</i>	30" Ht.	Cont.
20	SP30	Miss Kim Lilac	<i>Syringa patula 'Miss Kim'</i>	30" Ht.	Cont.
34	VO24	European Crabapple Bush	<i>Viburnum opulus</i>	24" Ht.	Cont.

PERENNIAL PLANT LIST:

QUANTITY	KEY SYMBOL	COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC.
150	DS	New Hampshire Purple Geranium	<i>Geranium sanguineum New Hampshire Purple'</i>	1 Gal.	Cont.
300	HC	Midnight Rose Coralbe	<i>Hemerocallis 'Midnight Rose'</i>	1 Gal.	Cont.
410	HS	Parson's Ma Double	<i>Hemerocallis 'Parson's Ma'</i>	1 Gal.	Cont.

REVISIONS

NO.	DATE	DESCRIPTION
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This plan was prepared by a professional engineer and is intended to be used in accordance with the Michigan Professional Engineers Act. It is not to be used for any other purpose without the written consent of the engineer.

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NORTHERN EQUITIES GROUP
3800 COUNTRY CLUB DRIVE 48331
FARMINGTON HILLS, MICHIGAN 48331

COLOR LANDSCAPE PLAN
ADAMS NORTH TECHNOLOGY CENTER
SECTION 1 - CITY OF NOVI, OAKLAND AND MACOMB COUNTIES, MICHIGAN 48377

DES. JTS. DN. KRS. SUR. A.E.L. P.M. SAS

ORIGINAL ISSUE DATE:
MAY 13, 2014

PEA JOB NO. 2014-016

DRAWING NUMBER:
COL-1.0

NOT FOR CONSTRUCTION

REF: PROJECT 2014-016-0000-0000-0000-0000-0000-0000
REF: PROJECT 2014-016-0000-0000-0000-0000-0000-0000
REF: PROJECT 2014-016-0000-0000-0000-0000-0000-0000

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

June 26, 2014

Planning Review

Adams North Technology Center

JSP14-29

Petitioner

Northern Equities Group

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: North of Mackenzie Drive, east of Cabot Drive (Section 1)
- Site Zoning: OST, Planned Office Service Technology
- Adjoining Zoning: North, South, East and West: OST
- Current Site Use: Vacant
- Adjoining Uses: North and West: Vacant; South: Adams Technology Center; East: Mackenzie South Technology Center
- School District: Walled Lake District
- Site Size: 6.7 acres
- Plan Date: 06-02-2014

Project Summary

The applicant is proposing to construct a 53,039 square foot speculative office building with associated parking and landscaping at the northeast corner of Mackenzie Drive and Cabot Drive in the Haggerty Corridor Corporate Park. The site plan indicates a U-shaped building similar in design and style to other existing buildings within the park.

Recommendation

Staff recommends approval of the Preliminary Site Plan. There are minor planning related items to be addressed on the Final Site Plan submittal. Planning Commission approval of the Preliminary Site Plan is still required.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 23A (Planned Office Service Technology District), Article 24 (Schedule of Regulations), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant.

1. Bicycle Parking: Although bicycle parking is not located near front doors, it is located within 100 of primary employee entrances and is appropriately connected to sidewalks through the site. The applicant has provided the required 12 bicycle parking spaces. **A detail of the layout should be provided on the detail sheet so that spacing can be verified.**
2. Parcel Split: At this time, no property combination or split has been submitted and the Community Development Department has not received a request for condominium approval that would affect the subject property. The applicant has indicated that they have begun the process of a parcel split with assessing. **The applicant must create this parcel prior to Stamping Set approval. Plans will not be stamped until the parcel is created.**
3. Future Road Development: Extension of Cabot Drive is indicated on plan. **Full extent of the proposed road must be shown, including termination.**
4. Future Site Improvements along Cabot Drive: The extension of Cabot Drive will require future improvements to the site including a 5 foot sidewalk at the time of construction. **The current plans**

should indicate the required site grading, sidewalk placement and landscaping, to be constructed as Phase II that will need to take place on this property if and when the road is constructed. The developer responsible for the construction of the extension of Cabot Drive will be responsible for the construction of these site improvements. An appropriate mechanism for ensuring these improvements will be made will be determined with the assistance of the City Attorney.

5. Barrier Free Parking Spots: The proposed dimensions for Van Accessible Barrier Free spaces are acceptable according to ADA standard and would be allowed. However, as previously stated, staff would prefer an 8' wide space with an 8' aisle for these spaces. See traffic letter for further comments.
6. Signage: Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits.

Site Addressing

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found on the Internet at www.cityofnovi.org under the forms page of the Community Development Department.

Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

Pre-Construction Meeting

Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department.

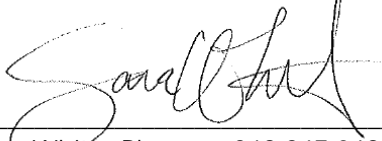
Chapter 26.5

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

Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this and other review letters is required prior to consideration by the Planning Commission and with the next plan submittal.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or swhite@cityofnovi.org.



Sara White, Planner, 248.347.0484 or swhite@cityofnovi.org

Planning Review Summary Chart
 Adams North Technology Center
 Preliminary Site Plan Review
 Plan Date: 06-02-2014

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Office, Research Development & Technology	Office	Yes	
Zoning	OST	OST	Yes	
Use	Various office and accessory uses	Single story office building	Yes	
Max. Building Height (Sec. 2400)	46 feet	23 ft.10 in.	Yes	
Building Setbacks (Section 2400)				
Front (south)	50 feet	93 feet	Yes	
Exterior Side (west)	50 feet	123 feet	Yes	
Interior Side (east)	50 feet	83 feet	Yes	
Rear (north)	50 feet	70 feet	Yes	
Parking Setbacks (Section 2400)				
Front (south)	20 feet	21+ feet	Yes	
Exterior Side (west)	20 feet	43 feet	Yes	
Interior Side (east)	20 feet	41 feet	Yes	
Rear (north)	10 feet	22 feet	Yes	
Number of Parking Spaces (Sec. 2505)	1/222 sq. ft. GLA = 53,068/222 = 239 spaces required	243 spaces	Yes	
Parking Space Dimensions (Sec. 2506)	9' x 19' parking space dimensions & 24' wide drives 9' x 17' parking space dimensions & 24' wide drives where 4" curbs are indicated	9' x 19' parking space dimensions with 24' wide drive 9' x 17' with 24' wide drives	Yes	
Parking Lot Layout (Sec. 2506.13)	End islands with raised curbs & landscaping	Generally meets requirements	Yes	
Barrier Free Spaces (ADA)	7 accessible spaces; 2 spaces must be van accessible	7 barrier free spaces provided, all van accessible spaces	Yes	Van accessible spaces may be either 8' wide with 8' aisle or 11' wide with 5' aisle
Barrier Free Space Dimensions (ADA)	8' wide with a 5' access aisle (11' wide spaces for van accessible)	Sized appropriately	Yes	

**Adams North Technology Center
Pre-Application Meeting**

Item	Required	Proposed	Meets Requirements?	Comments
Barrier Free Signs (Barrier Free Design Graphics Manual)	One barrier free sign is required per space	One barrier free sign shown per space	Yes	
Loading Spaces (Sec. 2507)	5 square feet per front foot of building = 450 x 5 = 2,250 sq. ft. up to 360 sq. ft. All loading shall be in the rear yard or interior side yard if double fronted lot	Approx. 900 sq. ft. provided in the rear yard	Yes	
Loading Space Screening (Sec. 2302A.1)	View of loading & waiting areas must be shielded from rights of way & adjacent properties	Loading area screened by u-shaped building	Yes	
Accessory Structure Setback-Dumpster (Sec. 2503)	Located in the rear or interior side yard Min. 10 ft. from any building unless structurally attached & setback the same as parking from all property lines	Dumpster located in the rear yard and setback appropriately	Yes	
Dumpster (Chap. 21, Sec. 21-145)	Screening of not less than 5 ft. on 3 sides of dumpster required, interior bumpers or posts must also be shown Screening should be 1 foot taller than dumpster	6' tall enclosure to match proposed building shown with interior posts	Yes	
Exterior Lighting (Sec. 2511)	Photometric plan & exterior lighting details needed at final site plan	Lighting plan provided	Yes	See attached lighting review chart

Adams North Technology Center
Pre-Application Meeting

Item	Required	Proposed	Meets Requirements?	Comments
Sidewalks (City Code Sec. 11-276(b))	Building exits must be connected to sidewalk system or parking lot 6 ft sidewalk required along extension of Cabot Dr.	Connection to the proposed sidewalks from the site is provided None shown	Yes No	Show placement and grading for Phase II sidewalk along Cabot Dr. extension. See planning letter for more detail
Bicycle Parking (Sec. 2526)	5% of required automobile spaces, minimum 2 spaces with minimum 4' wide maneuvering lane 5% of 239 spaces= 12 required bicycle spaces	12 spaces	Yes	Provide detail of bike parking layout on details sheet
Economic Impact	Total cost of proposed building & site improvements Number of jobs created (during construction, and if known, after building is occupied)	None provided	Information to be provided under separate cover	Provide under separate cover as indicated in response letter
Property Split	New parcel or site condo?	New property split appears to be proposed	Yes	Provide overall plan for development for the area, including future Cabot Drive extension
Exterior Signs	Signage is not regulated by the Planning Division or Planning Commission	None shown	If a sign is proposed, contact Jeannie Niland at 248.347.0438 or jniland@cityofnovi.org for information	

Prepared by Sara White, (248) 347-0484 or swhite@cityofnovi.org

Adams North Technology Center
Pre-Application Meeting

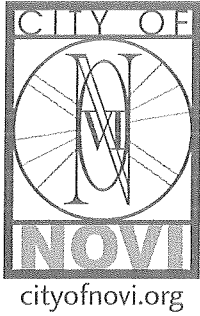
Lighting Review Summary Chart

Item	Required	Meets Requirements?	Comments
Intent (Sec. 2511.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky	Yes	
Lighting Plan (Sec. 2511.2.a.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Yes	
Lighting Plan (Sec. 2511.2.a.2)	Specifications for all proposed & existing lighting fixtures including: <ul style="list-style-type: none"> ▪ Photometric data ▪ Fixture height ▪ Mounting & design ▪ Glare control devices ▪ Type & color rendition of lamps ▪ Hours of operation ▪ Photometric plan 	Yes	Mounting height of lights & hours of operation must be indicated on the plans
Required Conditions (Sec. 2511.3.a)	Height not to exceed maximum height of zoning district (30 feet) or 25 feet where adjacent to residential districts or uses	Yes	Pole height must be indicated on the plans
Required Notes (Sec. 2511.3.b)	- Electrical service to light fixtures shall be placed underground - No flashing light shall be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation	Yes	
Required Conditions (Sec. 2511.3.e)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Yes	
Required Conditions (Sec. 2511.3.f)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps	Yes	
Min. Illumination (Sec. 2511.3.k)	- Parking areas- 0.2 min - Loading & unloading areas- 0.4 min - Walkways- 0.2 min - Building entrances, frequent use- 1.0 min - Building entrances, infrequent use- 0.2 min	Yes	
Max. Illumination adjacent to Non-Residential (Sec. 2511.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Yes	
Cut off Angles (Sec. 2511.3.1(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	Yes	

Prepared by Sara White swhite@cityofnovi.org

(248) 347-0484

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

06/26/2014

Engineering Review
Adams North Tech Center

Applicant

NORTHERN EQUITIES GROUP

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: N. of Mackenzie Drive and W. of Haggerty Road
- Site Size: 6.70 acres
- Plan Date: June 2, 2014

Project Summary

- Construction of an approximately 53,068 square-foot building and associated parking. Site access would be provided from Mackenzie Drive and via connection to the existing Mackenzie North Building parking area to the east.
- Water service would be provided by an 8-inch loop around the building from the existing 24-inch water main along the east side of Cabot Drive and the existing 8-inch water main along the west property line of the parcel to the east. A 2-inch domestic lead and a 8-inch fire lead would be provided to serve the building, along with 5 additional hydrants
- Sanitary sewer service would be provided by a 6-inch lead from the existing 12-inch sanitary sewer along the north side of Mackenzie Drive.
- Storm water would be collected by a single storm sewer collection system and is tributary to Detention Basin E of the overall Haggerty Corridor Corporate Park. No detention is provided on this parcel.

Recommendation

Approval of the Preliminary Site Plan and the Preliminary Storm Water Management Plan is recommended, contingent upon the applicant providing an updated Storm Water Management Plan for the Haggerty Corridor Corporate Park updated with this development.

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual contingent upon the applicant providing an updated Storm Water Management Plan for the Haggerty Corridor Corporate Park updated with this development, with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

Additional Comments (to be addressed prior to the Final Site Plan submittal):

General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.
3. Callout all utility crossings and provide a minimum 18" of vertical clearance.
4. Provide dimensions from property lines, right-of-way lines or buildings to all pipes and structures.
5. Show the location of the existing ROW line at the north terminus of Cabot Drive.

Water Main

6. Provide a water main stub from this site to the north property line to facilitate future looping with the site to the north.
7. Provide the top of pipe elevation of water main at all utility crossings.
8. The existing water main and the proposed extension along Cabot Drive shall be 24-inch diameter. The proposed water main should be extended along the future Cabot Drive frontage as called for in the Water Master Plan.
9. The 24-inch water main stub along Cabot drive must terminate with a hydrant followed by a valve and well and a stub and cap.
10. Provide a profile for the proposed water main with the pipe invert and stationing of all valves, fittings, flanges, hydrants, blow-offs, high and low points, and any other appurtenances.
11. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

12. The Oakland County Water Resource Commission IWC form for non-domestic sites must be submitted prior to Final Stamping Set approval.

13. Provide ID / number for all sanitary structures.
14. Provide pipe flow arrows.

Storm Sewer

15. Provide ID / number for all storm structures.
16. Provide pipe flow arrows.
17. Provide a profile of the proposed storm sewer showing a minimum cover of 3 feet and all catch basin sumps. Indicate all structure types and diameter. Note that a drop of 0.1 feet in the downstream direction is required for all changes in direction in excess of thirty degrees. The profile must show the 10-year and 100-year hydraulic grade lines at each structure.
18. The proposed storm sewer must maintain the hydraulic gradient by matching the 0.8 diameter depth above invert for all pipe size increases.

Storm Water Management Plan

19. Provide a sheet or sheets titled "Storm Water Management Plan" (SWMP) that complies with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual (refer to the runoff coefficients, 1V:4H allowable basin slopes, etc.).
20. The SWMP must detail the storm water system design, calculations, details, and maintenance as stated in the ordinance. The SWMP must address the discharge of storm water off-site, and evidence of its adequacy must be provided. This should be done by comparing pre- and post-development discharge rates and volumes. The area being used for this off-site discharge should be delineated and the ultimate location of discharge shown. In the case of this site, the updated Storm Water Management Plan for the entire development should be updated to reflect what has been built to date.

Paving & Grading

21. Show all hydrants and valves and provide finish grades.
22. Provide detailed grading for sidewalks at all ramps and driveway crossings to show ADA requirements are met.
23. Provide detailed grading of ADA parking spaces.
24. Show the locations of proposed lighting on the utility sheet and paving sheet so potential conflicts can be identified.
25. Consider providing a cross-access driveway to serve the future site to the north.

The following must be submitted at the time of Final Site Plan submittal:

26. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-

- of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).
27. A draft copy of proposed grading easement for off-site work must be submitted to the Community Development Department.
 28. A discharge of the existing sanitary sewer easement must be submitted to the Community Development Department.

The following must be submitted at the time of Stamping Set submittal:

29. A draft copy of the private ingress/egress easement for shared use of the drive entry connecting to the parking area of the parcel to the east must be submitted to the Community Development Department.
30. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
31. A draft copy of the 20-foot wide access easement for the sanitary sewer monitoring manhole must be submitted to the Community Development Department.
32. A 20-foot wide easement where storm sewer or surface drainage crosses lot boundaries must be shown on the Exhibit B drawings of the Master Deed.
33. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.

The following must be addressed prior to construction:

34. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
35. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
36. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.
37. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
38. A permit for work within the right-of-way of Cabot and MacKenzie Drives must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.

39. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
40. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
41. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
42. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.
43. Permits for the construction of each retaining wall must be obtained from the Community Development Department (248-347-0415).

Please contact Jeremy Miller at (248) 735-5694 with any questions.



cc: Brian Coburn, Engineering
Sara White, Community Development Department

TRAFFIC REVIEW

June 19, 2014

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

**SUBJECT: Adams North Technology Center, JSP14-0029,
Traffic Review of Preliminary Site Plan, PSP14-0099**

Dear Ms. McBeth:

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

Recommendation

We recommend approval of the preliminary site plan, subject to the items shown below in **bold** being satisfactorily addressed by the final site plan.

Site Description

What is the applicant proposing, and what are the surrounding land uses and road network?

1. The applicant is proposing a 53,068-s.f. light-industrial building on the north side of MacKenzie Drive at Cabot Drive. The neighboring sites to the east and south are similarly developed, but other adjoining properties remain undeveloped. Both MacKenzie and Cabot are 25-mph, three-lane non-residential collectors under City of Novi jurisdiction.
2. The future Cabot extension to the north is shown appropriately in dashed lines on plan sheet P-2.0; however, **Cabot's future curbs should also be shown dashed on sheet P-1.1 (rather than solid as currently).**
3. **Sheet P-1.1 also needs to be updated to show the as-built configuration of the neighboring MacKenzie North and Tognum sites. Most importantly, the existing access drives for MacKenzie North – the westerly one to be shared by Adams North – are undivided drives, not boulevard-style drives as now portrayed.**

Trip Generation

How much new traffic would be generated?

4. A light-industrial building of the proposed size can be expected to generate about 294 one-way vehicle trips per day, 49 in the AM peak hour (43 in and 6 out) and 51 in the PM peak hour (6 in and 45 out).

Vehicular Access Locations

Do the proposed “driveway” locations meet City spacing standards?

5. Yes. The one new access drive would be 307 ft from Cabot (near-back-of-curb to near-back-of-curb), 443 ft from MacKenzie North’s west access drive, and directly aligned with the Adams Technology Center drive.

Vehicular Access Improvements

Will there be any improvements to the abutting road(s) at the proposed access point(s)?

6. No, and none are required.

Access Drive Design and Control

Are the proposed design, pavement markings, and signage satisfactory?

7. Yes.

Pedestrian Access

Are pedestrians safely and reasonably accommodated?

8. A pedestrian route has been proposed between one of the south building entrances and the sidewalk along the north side of MacKenzie Drive. **To provide a reasonably safe walking route between the proposed building and those to the south and east, ramped sidewalk stubs should be added on both sides of MacKenzie opposite the existing sidewalk leading to/from existing Adams Technology.**
9. **Since the plan shows right-of-way for a future Cabot extension, it should also show a more direct pedestrian route for those wanting to walk from/to the north (similar to what was requested and ultimately constructed for Adams Technology pedestrian access from/to the south). A ramped sidewalk stub should be shown extending from the NW corner of the parking lot (parallel and adjacent to the end parking space) toward the Cabot right-of-way to at least the 20-ft parking setback line (or closer if future grades can be reliably predicted).**
10. **The new sidewalk ramp proposed on the NE corner of Cabot and MacKenzie needs to be equipped with a detectable warning surface.**
11. **Per the MMUTCD, the marking of the internal crosswalk must be white, and should be so-noted on the plan.**

Circulation and Parking

Can vehicles safely and conveniently maneuver through the site? Are parking spaces appropriately designed?

12. The internal circulation design is satisfactory.
13. The seven proposed barrier-free parking spaces are well-distributed relative to building entrances, and all would be van-accessible. Each of these spaces would be 11 ft wide to face of

curb and accompanied by a 5-ft-wide crosshatched access aisle. Standard practice in Novi (and the 2001 ADA standard) provides an 8-ft-wide van-accessible space accompanied by an 8-ft-wide access aisle, which has the advantage of ensuring that a van leaves ample space for easy access to a possible wheelchair lift upon the van's first entry to the parking space. However, the 2010 ADA standard is as proposed by the applicant, with the 8+8 configuration being a permissible "exception." It has been said that the wider access aisle may tempt a driver to park in that aisle, but we have never seen such a violation. After consultation with other City staff, the City's ADA compliance officer reports that the City has decided to permit either of the above two configurations; hence, the applicant's proposed design is acceptable.

14. **It is important to explicitly specify the width of undesignated end parking spaces. At least one such space should be dimensioned "9.5 ft (typ)"** (per general note 1 on sheet P-2.0, this would be to back of curb, nominally resulting in the ordinance-required 9 ft to face of curb). **Also, along the SW side of the building, the width of one undesignated parking space is dimensioned as 9 ft; the parenthetical expression "(typ)" should be added to this dimension.**
15. Although there are boxed notations as well as general notes specifying the delineation of parking, the terminology used in both could be clearer regarding the marking of adjacent barrier-free and non-barrier-free spaces. **We prefer the wording "Where a barrier-free parking space abuts a non-barrier-free space, the two spaces shall be separated by abutting blue and white stripes."**
16. As a matter of general design practice, a site plan should not show legend in parking areas which could be incorrectly interpreted as something to be marked on the pavement. **Two particular examples in this case, which should be removed, are the designations "VA" in each van-accessible barrier-free parking space and "LOADING ZONE" in each such zone.** The proper usage of such areas will be indicated by the proposed signs.
17. **The boxed description of the loading zone marking (on sheet P-2.0) should add "4' on-center" after the word "hatching."**
18. Some adjustments in the locations of proposed NO PARKING FIRE LANE signs are needed, to improve coverage as well as reduce the large number of such signs proposed:
 - a. **Opposite the east end of the building, the separately mounted signs for north- and southbound travel should be mounted back-to-back on the same post on the outer (east) landscape island, similar to what has been proposed at a similar location at the west end of the building.**
 - b. **The sign on the outside of the bend in the NE corner of the site should be shifted south to the midpoint of the bend (placing it about 40 ft from either end).**
 - c. **The sign immediately east of the dumpsters is not needed and should be removed.**
 - d. **The sign proposed at the east end of the triangular island in the south lot should be shifted east to the midpoint of the 32-ft-long area covered.**

- e. **The sign proposed at the internal end of the main access drive's west curb return is not needed and should be removed.**

- 19. **The signage for the barrier-free parking space at the west end of the building should be shifted north so as to be centered on the end of the parking space.**

- 20. **The "Typ. Barrier Free Parking Sign Detail" on sheet SP.401 should dimension the height of the bottom of the VAN ACCESSIBLE sign as 6'-3" (Minimum).** (Since that standard sign is 6 inches high, it should be possible to provide an even more desirable clearance of 6'-6".)

Sincerely,
CLEARZONING, INC.



Rodney L. Arroyo, AICP
President



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

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

June 26, 2014

Preliminary Landscape Plan

Adams North Technology Center JSP14-29

Petitioner

Northern Equities Group

Review Type

Preliminary Landscape Plan

Property Characteristics

Site Location:	Mackenzie Drive / Cabot Drive
Site Zoning:	OST – Office Service Technology
Adjoining Zoning:	North, South, West and East: OST.
Site Use(s):	Vacant
Site Size:	6.7 acres
Plan Date:	5/13/14

Recommendation

Approval of the Preliminary Site Plan for Adams North Technology Centre JSP14-29 is recommended.

Ordinance Considerations

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

1. A 20' wide greenbelt is required along both road frontages. The Applicant has met this requirement.
2. One deciduous or large evergreen tree is required per 35 L.F. of road frontage. The Applicant has met this requirement.
3. One sub-canopy tree is required per 20 L.F. of road frontage. The Applicant has met this requirement.
4. ***Please note that upon construction of the extension of Cabot Drive, right-of-way and street tree requirements will apply. At this time staff requests that the Applicant provide the Cabot Drive plantings on the final site plan. Please depict the plantings that will occur in Phase II when the road extension is complete. Provide a separate Plant List for these plantings and clearly identify the plantings as Phase II. This will be to the Applicant's advantage as a future plan approval by the Planning Commission will not be necessary. The Applicant is also asked to provide information as to how the large soil storage area to the west of the proposed Cabot Drive will be addressed at this time.***

Street Tree Requirements (Sec. 2509.3.b.)

1. A street tree is required per 35 L.F. of road frontage. Due to the presence of underground utilities, **the Applicant is seeking a waiver for the street trees. Staff agrees that street trees cannot be installed over the utilities. However, the Planning Commission may consider an alternate solution by allowing the Applicant to install the same quantity of trees in the open spaces to the east and west of the building.**

Parking Landscape (Sec. 2509.3.c.)

1. A total of 4,629 SF of interior parking landscape area is required and has been provided. Significantly more area has been provided.
2. A total of 62 Parking Lot Canopy Trees are required and have been provided.
3. Snow storage areas have been shown.

Parking Lot Perimeter Canopy Trees (Sec. 2509.3.c.(3))

1. Perimeter Parking Lot Canopy Trees are required per 35 LF surrounding parking and access areas. The Applicant has met this requirement.

Building Foundation Landscape (Sec. 2509.3.d.)

1. A minimum 4' wide landscape bed is required around the entire building foundation with the exception of access areas. This requirement has been met.
2. A total of 12,984 SF of building foundation landscape area is required; a total of 9,343 SF has been provided. However due to the significant overage of landscape area within the vicinity of the parking lot, this requirement has been met.

Plant List (LDM)

1. The Plant List as provided meets the requirements of the Ordinance and the Landscape Design Manual.

Planting Notations and Details (LDM)

1. The Planting Details and Notations as provided meet the requirements of the Ordinance and the Landscape Design Manual.

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

1. An Irrigation Plan must be provided upon Stamping Set submittal.

General

1. Clear vision areas have been shown at the entry drive.

Please follow guidelines of the Zoning Ordinance, Landscape Design Manual Guidelines and the appropriate items in the applicable zoning classification. This review is a summary and not intended to substitute for any Ordinance.

Reviewed by: David R. Beschke, RLA

FACADE REVIEW



June 19, 2014

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

Re: **FACADE ORDINANCE - Facade Review – Preliminary Site Plan**
Adams North Tech Centre, PSP14-0099
 Façade Region: 1, Zoning District: OST, Building Size: 53,000 S.F.

Dear Ms. McBeth;

The following is the Facade Review for Final Site Plan Approval of the above referenced project based on the drawings prepared by Biddison Architecture & Design, dated 5/13/14. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the Schedule Regulating Façade Materials are shown in the right hand column. Materials in non-compliance with the Façade Chart, if any, are highlighted in bold.

	South (Front)	North	West	East	North Court	East Court	West Court	Ordinance Maximum (Minimum)
Brick	94%	85%	90%	90%	90%	90%	90%	100% (30% Min)
Flat Metal Panels (Roof Screens)	5%	14%	9%	9%	9%	9%	9%	50%
Flat Metal (Trim)	1%	1%	1%	1%	1%	1%	1%	50%

The sample board required by the Ordinance was not provided at the time of this review. The drawings do not clearly identify the material to be used on the roof screens. It should be noted that ribbed metal panels are not allowed in Façade Region 1. It is assumed for this review that the roof screens will be constructed of flat metal panels. The dumpster indicated on sheet SP.401 appears to be constructed of brick veneer; however the façade material is not clearly noted. It is assumed that the dumpster will be constructed of brick to match the primary building.

Recommendation - As described above, of all materials appear to be in full compliance with the Façade Ordinance. This recommendation is contingent upon the applicant clarifying that the roof screens will be constructed of flat metal panels (as compared to ribbed panels), the dumpster being constructed of brick to match the primary structure, and a sample board indicating the color of all façade materials being provided not less than 5 days prior to the Planning Commission meeting.

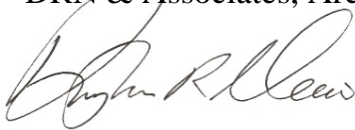
Notes to the Applicant:

1. It should be noted that all roof top equipment must be screened from view using materials consistent with the building design.
2. Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

If you have any questions regarding this project please do not hesitate to call.

Sincerely,
DRN & Associates, Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci". The signature is written in a cursive style with a large, stylized initial "D".

Douglas R. Necci, AIA

FIRE REVIEW



May 20, 2014

June 6, 2014

TO: Barbara McBeth- Deputy Director of Community Development
Sara White- Plan Review Center
Sara Roediger- Plan Review Center

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Gwen Markham

Andrew Mutch

Justin Fischer

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Jeffery R. Johnson

Assistant Chief of Police
Victor C.M. Lauria

Assistant Chief of Police
Jerrod S. Hart

RE: Adams North Tech Center

PSP#14-0081

PSP#14-0099

Project Description: Single Story commercial building on the North side of Mackenzie at Cabot.

Comments: Meets Fire Department Standards

Recommendation:

Recommended for Approval

Sincerely,

Joseph Shelton- Fire Marshal
City of Novi – Fire Dept.

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER



PROFESSIONAL ENGINEERING ASSOCIATES, INC.

Civil Engineers | Land Surveyors | Landscape Architects

Corporate Office • 2430 Rochester Court • Suite 100 • Troy, MI 48083
(P) 248.689.9090 • (F) 248.689.1044 • www.peainc.com

June 30, 2014

PEA Project No: 2014-016

Barbara McBeth, AICP
Deputy Director of Community Development
City of Novi
45175 W. 10 Mile Road
Novi, MI, 48375

RE: Adams North Technology Center, Site Plan Review Comments

Dear Ms. McBeth:

In response to the comments received from various City departments for site plan approval, we offer the following responses:

Planning Review Comments:

Responses are offered for only those items where a plan revision or typed response was necessary.

1. Bicycle Parking – A detail will be provided on the Final Site Plan Documents.
2. Comment noted
3. The extension of Cabot Drive is indicated on the plans as it is currently planned for future development. Additional changes may happen as development opportunities arise.
4. Road placement and construction is not finalized at this time, no additional details will be indicated as part of the approvals for Adams North. Additional information will be provided when future development is contemplated and the future road plans are submitted for review and approval.

Economic Impact – The project is expected to create 130 jobs during the construction phase and 200-250 jobs once the building becomes fully occupied. The anticipated investment to construct the project is \$3.5 Million not including future tenant improvements.

Engineering Review Comments:

1. Comment noted
2. Comment noted
3. Comment noted
4. Comment noted
5. Comment noted
6. Comment noted

7. Comment noted
8. The future water main will be installed when Cabot Drive is extended.
9. The future water main will be installed when Cabot Drive is extended.
10. Comment noted
11. Comment noted
12. Comment noted
13. Comment noted
14. Comment noted
15. Comment noted
16. Comment noted
17. Comment noted
18. Comment noted
19. There is no proposed detention basin design associated with this development as the site utilizes an existing detention basin. As this site utilizes regional detention a new SWMP plan will not be provided within the new Final Site Plan Documents.
20. There is no proposed detention basin design associated with this development as the site utilizes an existing detention basin. As this site utilizes regional detention a new SWMP plan will not be provided within the new Final Site Plan Documents.
21. Comment noted
22. Comment noted
23. Comment noted
24. Comment noted
25. A cross access drive will be considered as development options arise for the neighboring parcel.

Traffic Review Comments:

1. Comment noted
2. Comment noted
3. Comment noted
4. Comment noted
5. Comment noted
6. Comment noted
7. Comment noted
8. This comment is unclear, but we will work with the City to provide appropriate access for pedestrians to the site.
9. There is a significant grade differential to the proposed Cabot Drive extension. We will consider a pedestrian access to the neighboring site as we will consider a cross access as development options arise for the neighboring parcel.
10. Comment noted
11. Comment noted
12. Comment noted
13. Comment noted
14. Comment noted
15. Comment noted
16. Comment noted
17. Comment noted

- 18. Comments noted
- 19. Comment noted
- 20. Comment noted

Landscape Plan Review Comments:

Responses are offered for only those items where a plan revision or typed response was necessary.

Ordinance Considerations

- 4. Road placement and construction is not finalized at this time, no additional details will be indicated as part of the approvals for Adams North. Additional information will be provided when future development is contemplated and the future road plans are submitted for review and approval.

Street Tree Requirements

- 1. Street trees have been provided throughout the site, as requested.

Façade Review Comments:

Roof screening materials will be consistent with previous approved buildings in the immediate vicinity.

A materials board will be submitted at least 5 days prior to the Planning Commission Meeting.

Fire Marshal Review Comments:

No Comments

If you should have any further questions or comments, please contact this office.

Sincerely,

PROFESSIONAL ENGINEERING ASSOCIATES, INC.



Paul Bater
Senior Project Engineer



Steven A. Sorensen, P.E.
Project Manager