



**MASTER PLAN AND ZONING COMMITTEE**  
**City of Novi Planning Commission**  
**March 28, 2017 at 6:00 p.m.**  
**Novi Civic Center – Mayor’s Conference Room**  
**45175 W. Ten Mile, Novi, MI 48375**  
**(248) 347-0475**  
**AGENDA**

**Members:** Avdoulos, Giacobetti, Pehrson

**Staff Support:** Barb McBeth, Sri Komaragiri, Kirsten Mellem

**1. Roll Call**

**2. Approval of Agenda**

**3. Audience Participation and Correspondence**

**4. Discussion Items**

A. Rezoning request from OS-1, Office Service to RM-1, High-Density Multiple-Family

Review and provide comments on the rezoning request for property west of Novi Road between Grand River Avenue and Ten Mile Road

**5. Adjourn**



## MEMORANDUM

**TO:** MASTER PLAN AND ZONING COMMITTEE  
**FROM:** BARBARA MCBETH, AICP, CITY PLANNER  
**SUBJECT:** CONSIDERATION OF PRO CONCEPT PLAN FOR PRINCETON PARK  
**DATE:** MARCH 27, 2017

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Attached is information related to a proposed concept plan associated with a rezoning request for Princeton Park, a multiple family development proposed to be located on the west side of Novi Road, north of Ten Mile Road. The applicant's request is to rezoning property from OS-1, Office Service to RM-1 or RM-2, Multiple Family District, to allow the development of 125 attached residential units on a 24 acre parcel. The request is being presented to the Master Plan and Zoning Commission since the rezoning request is **not consistent** with the Master Plan for Land Use.

Earlier this year, City staff and consultants provided review of the initial concept plans as included in this packet. Since that time, the applicant has provided **revised** conceptual plans that have **not** yet been reviewed by the staff and consultants. Due to tight time constraints associated with the development decision timeline, the applicant has requested an opportunity to proceed to the Committee for an initial review.

Some of the modifications that have been made (but not yet reviewed by staff) are as follows:

- Sidewalks are proposed along both sides of the streets.
- The total unit count has been reduced from 129 to 125 units.
- Additional justification has been provided by the applicant for the request to change the zoning to a use that is not consistent with the Master Plan for Land Use.

Additionally, the applicant has met with the adjoining neighborhood and received comments on the submitted plan.

Staff looks forward to the discussion and to provide additional comment at the meeting on Tuesday.



## PLAN REVIEW CENTER REPORT

March 02, 2017

### Planning Review

Princeton Park

JSP17-10 with Rezoning 18.717

#### PETITIONER

Pulte Homes of Michigan, LLC

#### REVIEW TYPE

Rezoning Request from OS-1 (Office Service) to RM-1 (Multi-Family Residential) with Planned Rezoning Overlay (PRO)

#### PROPERTY CHARACTERISTICS

<b>Section</b>	22	
<b>Site Location</b>	West of Novi (on Novi Road); North of W Ten Mile Road; Parcel Id's: 50-22-22-400-006, 007, 019 and 020	
<b>Site School District</b>	Novi Community School District	
<b>Site Zoning</b>	OS-1 Office Service	
<b>Adjoining Zoning</b>	North	OS-1 Office Service
	East	I-2 General Industrial
	West	R-4 One Family Residential
	South	OS-1 Office Service
<b>Current Site Use</b>	RV storage Facility (Non-conforming use)	
<b>Adjoining Uses</b>	North	Postal Office/vacant
	East	Single Family Residences
	West	Churchill Crossing
	South	Vacant
<b>Site Size</b>	24 Acres	
<b>Plan Date</b>	January 17, 2017	

#### PROJECT SUMMARY

The petitioner is requesting a Zoning Map amendment for a 24-acre property on the west side of Novi Road and north side of Ten Mile Road (Section 22) from OS-1 (Office Service) to RM-1 (Multi-Family Residential) utilizing the City's Planned Rezoning Overlay (PRO) option. The applicant states that the rezoning request is necessary to allow the development of a 129-unit Multi-family residential development.

The applicant has proposed a 129-unit multi-family residential development with frontage and access to Novi Road. The PRO Concept Plan shows two detention ponds on either side of the proposed entrance Boulevard. The detention ponds also serve as screening from Novi Road frontage. The concept plan also includes pocket parks and pedestrian walks spread throughout the development for active and passive recreation. All proposed internal roads are private. This is not a gated community. The plan also proposes a possible connection to a proposed neighborhood connector to the east.

The applicant submitted for a Pre-Application Meeting, which was held on December 12, 2016. Staff has indicated that the proposed zoning conflicts the future land use designation and requested additional information to make an informed decision.

The applicant has provided a written narrative addressing the items required in the Site development manual. Staff reviewed and agrees with most of the findings such as natural features and public utilities. With regards to other items, this report addresses staff’s concerns regarding the Master Plan analysis and public benefits offered by the applicant in later sections.

**PRO Option**

The PRO option creates a “floating district” with a conceptual plan attached to the rezoning of a parcel. As part of the PRO, the underlying zoning is proposed to be changed (in this case from OS-1 to RM-1) and the applicant enters into a PRO agreement with the City, whereby the City and the applicant agree to tentative approval of a conceptual plan for development of the site. Following final approval of the PRO concept plan and PRO agreement, the applicant will submit for Preliminary and Final Site Plan approval under standard site plan review procedures. The PRO runs with the land, so future owners, successors, or assignees are bound by the terms of the agreement, absent modification by the City of Novi. If the development has not begun within two (2) years, the rezoning and PRO concept plan expires and the agreement becomes void.

**COMPARISON OF ZONING DISTRICTS**

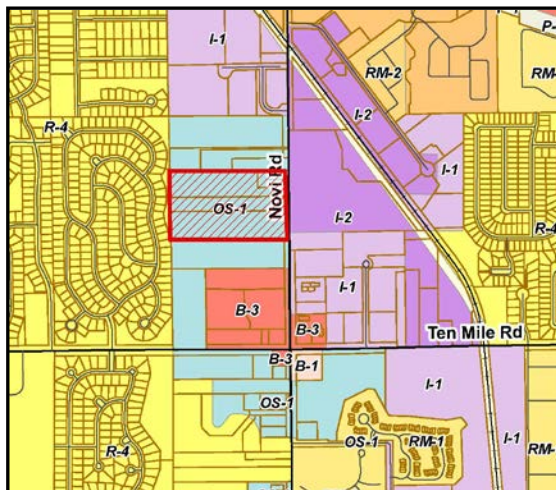
The following table provides a comparison of the current (OS-1) and proposed (RM-1) zoning classifications. The applicant is requesting a change of use from Office Service uses to Multi-family residential. The types of uses proposed in these two districts are entirely different from each other. The proposed use has higher setback and open space requirements than the existing zoning.

	<b>OS-1 Zoning (Existing)</b>	<b>RM-1 Zoning (Proposed)</b>
<b>Principal Permitted Uses</b>	See attached copy of Section 3.1.21.B	See attached copy of Section 3.1.7.B Multi-Family Development, as proposed, is a permitted use
<b>Special Land Uses</b>	See attached copy of Section 3.1.21.C	See attached copy of Section 3.1.7.C
<b>Minimum Lot Size</b>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space requirements as set forth in this Ordinance.	Subject to Sec. 3.8.1 (Reviewed in the attached Plan Review Chart)
<b>Maximum Lot Coverage</b>		25%
<b>Building Height</b>	30 feet	2 stories -or- 35 feet whichever is less
<b>Building Setbacks</b>	Front: 20 feet Side: 15 feet Rear: 20 feet	Front: 50 ft. Side: 75 ft. Rear: 75 ft.
<b>Usable Open Space</b>	Not Applicable	200 sq. ft. Minimum usable open space per dwelling unit:
<b>Minimum Square Footage</b>	Not Applicable	One bedroom unit: 500 sq ft Two bedroom unit: 750 sq ft. Three bedroom unit: 900 sq ft. Four bedroom unit 1,000 sq ft. Efficiency unit: 400 sq ft.

**COMPATIBILITY WITH SURROUNDING LAND USE**

The surrounding land uses are shown in the above chart. The compatibility of the proposed rezoning with the zoning and uses on the adjacent properties should be considered by the Planning Commission in making the recommendation to City Council on the rezoning request. The following table summarizes the zoning and land use status for the subject property and surrounding properties.

	Existing Zoning	Existing Land Use	Master Plan Land Use Designation
<b>Subject Property</b>	OS-1 Office Service	Vehicle storage lot (legal non-conforming use)	Community Office (uses consistent with OS-1 Zoning District)
<b>Eastern Parcels (across Novi Road)</b>	I-2 General Industrial	Industrial/Research Office	Industrial Research Development and Technology (uses consistent with I-1 Zoning District)
<b>Western Parcels</b>	R-4 One Family Residential	Churchill Crossing (Single family residential development)	Single Family Residential (uses consistent with R Zoning Districts)
<b>Northern Parcels</b>	OS-1 Office Service	Postal Office/vacant	Community Office (uses consistent with OS-1 Zoning District)
<b>Southern Parcels</b>	OS-1 Office Service	Vacant	Local Commercial (uses consistent with B-1 and B-2 Zoning Districts)



Existing Zoning



Future Land Use

The subject parcel is currently zoned OS-1 (Office Service) and is being used as vehicle storage lot as a long standing legal non-conforming use.

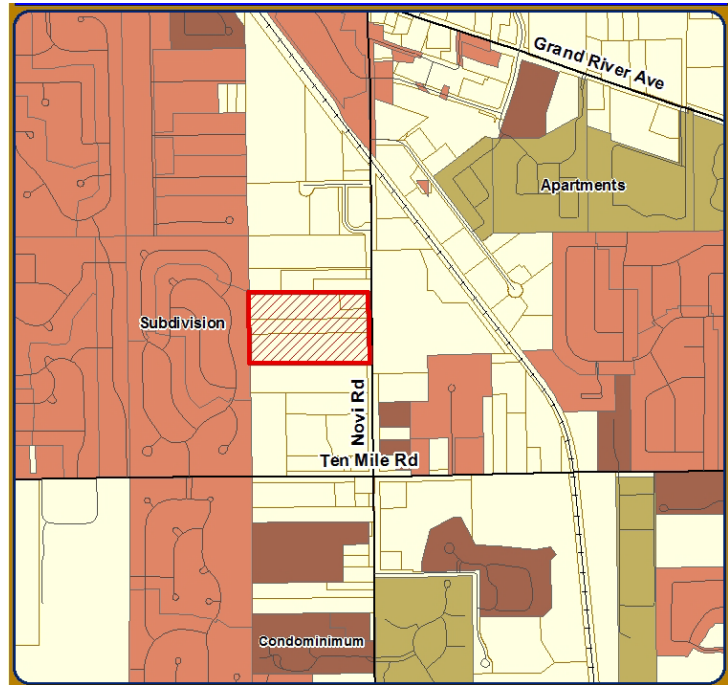
The United States postal service is located on the property directly **north** of the subject property. The other property abutting on north is owned by the City. The remaining property has an existing wireless tower located. The future uses for this property are very unlikely to change.

The property on the **south** is currently vacant and can be developed with existing allowed office uses or rezoned to master planned commercial uses.

The property to the **west** of the subject property is an existing single family development. The applicant has indicated that they have approached the Home owners association and have received favorable responses for the proposed rezoning proposal.

To the **east** across Novi are developed as Industrial/office uses.

The image to the right indicates the type of residential development within the vicinity of subject property. A PRO was approved (Ridgeview Villas) on the southeast corner of Ten Mile and Novi Road. This was rezoned from OS-1 to RM-1. The proposed rezoning would allow for an extension of single family residential development with multiple family residential.



Impacts to the surrounding properties as a result of the proposal would be expected as part of the development of any development on the subject property and could include construction noise and additional traffic. The loss of woodland area on the property would present an aesthetic change but that would also happen with development under the current zoning.

### DEVELOPMENT POTENTIAL AND DENSITY PROPOSED

The land is currently used as vehicle storage lot, which is a long standing legal non-conforming use. The site plan proposes a development of 129 units with 6.6 DUA for multifamily development which is above the maximum density allowed for three bedroom units under RM-1 zoning. The master plan designation expects the subject property to be developed as small and medium scale offices. Development under the current OS-1 could result in the construction of a substantial amount of office space. Development under the proposed RM-1 zoning without a PRO option could result in as many as 105 three bedroom units or 143 two bedroom units, based on net acreage provided. Up to 20% of the units are permitted to be one bedroom which would result in additional density on the site.

As is evident, the existing, proposed and anticipated uses are much different from each other. The Master Plan for Land Use does not anticipate residential uses of this property, so no density guidelines are provided on the plan. Staff analyzed the impacts of the proposed rezoning in the following sections.

The applicant has provided letters from real estate agents to justify their argument that the subject property is best suited for residential development as opposed to commercial. No additional information or analysis is provided to support the change of use. Staff is unable to confirm the findings based on the information provided.

### REVIEW CONCERNS

**Engineering:** An initial engineering review was done as part of the rezoning with PRO application to analyze the information that has been provided thus far. The development will contain private

roads and is also proposed to be served by public sewer and water located within the Novi Road right-of-way. Per Engineering review, the existing OS-1 land use for this site is considered equivalent of 2.4 DUA. The proposed rezoning is adding more density for the subject property (6.6DUA) which would create additional impact than anticipated. A full scale engineering review would take place during the course of the Site Plan Review process for any development proposed on the subject property, regardless of the zoning.

**Traffic:** The City's traffic consultant has reviewed the **Rezoning Traffic Impact Study** and notes that additional information is required to determine the impacts of the proposed rezoning as compared to existing land use. Additional improvements along Novi road are warranted. The review states that there were no background developments identified near the study area. The applicant should consider revising the study with the possible development within the vacant southern parcel or future residential developments existing onto Novi Road. Refer to the traffic review letter for additional information.

**Non-Motorized Improvements:** City of Novi Non-motorized plan planned for an off-road neighborhood connector to the north of the property through the City property connecting the sidewalks along Novi road to the existing single family subdivision on the west of the subject property. The applicant indicated that they would work with the City to provide this connector. Additional information is requested as listed in the Engineering review as how this can be achieved.

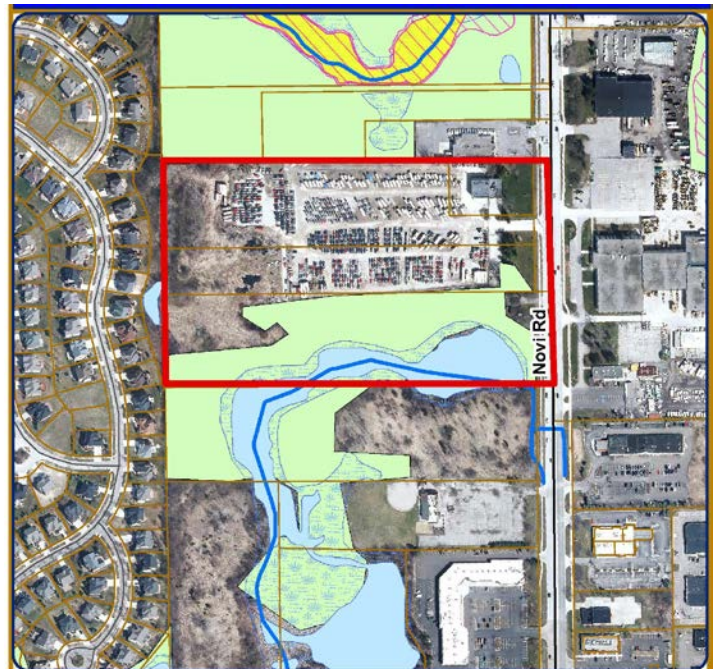
**Woodlands:** The southern one-third (approximately) of the proposed site contains areas noted as City Regulated Wetlands and City Regulated Woodlands and is currently undeveloped. The Woodland Review letter indicates that about 20 percent of the regulated woodland trees on the site are proposed to be removed, while 80 percent of the regulated woodland trees are proposed to be preserved. The applicant is proposing to provide all required 88 replacements on site and installed in conservation easement. The letter notes that the "upsizing" of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi.

**Wetlands:** The site contains wetlands along the southern property line. The Concept plan is proposing a total of 0.09-acre permanent wetland impacts a total permanent wetland buffer impact of 3.36-acre. The City's threshold for the requirement of wetland mitigation is 0.25-acre of proposed wetland impact. Please refer to the wetland review letter for additional information.

**Open Space:** The site plan indicates preserving 12.6 acres (65%) of open space. This space includes detention pond. Staff requires a breakdown of usable and unusable open space.

#### **MASTER PLAN FOR LAND USE**

The Future Land Use Map of the 2010 City of Novi Master Plan for Land Use identifies this property and all surrounding land as Community Office. A part of the northern boundary of the subject property adjoins a property master planned for Public Use.



The proposal would partly follow objectives listed in the Master Plan for Land Use including the following. If additional information is provided per staff's comments, the proposal would have the ability to meet the full intent of the objectives

### 1. Infrastructure

- a. Objective: Continue to strive toward making the City of Novi a more bikeable and more walkable community.

**Staffs Comments:** The proposed concept plan indicates a neighborhood connector to connect the subject parcel and existing residential development (west) to commercial development along Novi Road and Town center. See comments under Land Use for more details. However, sidewalks are not being proposed on both sides of the internal private roads.

### 2. Land Use

- a. Objective: Maintain Novi's reputation as an attractive community in which to live
- b. Objective: Maintain structurally safe, attractive housing
- c. Objective: Maintain safe neighborhoods

**Staffs Comments:** In their narrative, the applicant indicates that their developments are usually attractive. However, since enhanced elevations are not proposed as one of the proposed public benefits, the proposed development will be required to meet just the minimum requirements of any permitted use. It will not be subject to higher standards for attractive housing.

- d. Objective: Develop and improve strategies to preserve and enhance existing residential neighborhoods

**Staffs Comments:** The proposed concept plan indicates a neighborhood connector to connect the subject parcel and existing residential development (west) to commercial development along Novi Road and Town center. Staff would recommend providing additional details on how this can be achieved. This would require survey, design, discussions with the surrounding properties and obtaining necessary easements. Further clarification is required on how the project is proposed to be funded.

- e. Objective: Attract new residents to the City by providing a full range of quality housing opportunities that meet the housing needs of all demographic groups including but not limited to singles, couples, first time home buyers, families and the elderly.

**Staffs Comments:** Per applicant's response letter, the proposal is geared towards young families such as millennials to address their low maintenance needs.

### 3. Community Character

- a. Objective: Encourage residential developments that promote healthy lifestyles.
- b. Objective: Encourage the use of functional open space in new residential developments.
- c. Objective: Create gathering places for residents and community activity.

**Staffs Comments:** The development proposes multiple opportunities for active and passive recreation through the use of play space, pedestrian walks and pocket parks.

### 4. Environmental/ Open Space

- a. Objective: Encourage developers to utilize development options currently available through Novi Zoning Ordinance to preserve natural features
- b. Objective: Protect and maintain open space throughout the community.

**Staffs Comments:** A majority of site is preserved in Open space. Over 99.5% of wetlands are preserved and only 20 % of woodlands are proposed to be removed.



The Planned Rezoning Overlay process involves a PRO concept plan and specific PRO conditions in conjunction with a rezoning request. The submittal requirements and the process are codified under the PRO ordinance (Section 7.13.2). Within the process, which is completely voluntary by the applicant, the applicant and City Council can agree on a series of conditions to be included as part of the approval.

The applicant is required to submit a conceptual plan and a list of terms that they are willing to include with the PRO agreement. The applicant has submitted a conceptual plan showing the general layout of the internal roads and lots, location of proposed detention ponds, location of proposed open space and preserved natural features and a general layout of landscaping throughout the development. The applicant has provided a narrative describing the proposed public benefits. At this time, staff can identify one condition to be included in the agreement.

1. Maximum number of units shall be 129.

**Staff Comment:** Additional conditions will be determined as we move forward. While reconsidering the rezoning category requested, the applicant is suggested to provide additional comments that may be included in the agreement.

### **ORDINANCE DEVIATIONS**

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Section 7.13.2.D.i.c(2) permits deviations from the strict interpretation of the Zoning Ordinance within a PRO agreement. These deviations must be accompanied by a finding by City Council that *"each Zoning Ordinance provision sought to be deviated would, if the deviation were not granted, prohibit an enhancement of the development that would be in the public interest, and that approving the deviation would be consistent with the Master Plan and compatible with the surrounding areas."* Such deviations must be considered by City Council, who will make a finding of whether to include those deviations in a proposed PRO agreement. The proposed PRO agreement would be considered by City Council after tentative approval of the proposed concept plan and rezoning.

The concept plan submitted with an application for a rezoning with a PRO is not required to contain the same level of detail as a preliminary site plan. Staff has reviewed the concept plan in as much detail as possible to determine what deviations from the Zoning Ordinance are currently shown. The applicant may choose to revise the concept plan to better comply with the standards of the Zoning Ordinance, or may proceed with the plan as submitted with the understanding that those deviations would have to be approved by City Council in a proposed PRO agreement. The following are deviations from the Zoning Ordinance and other applicable ordinances shown on the concept plan. The applicant has submitted a narrative describing the requested deviations. **The applicant should consider submitting supplemental material discussing how if each deviation *"...were not granted, [it would] prohibit an enhancement of the development that would be in the public interest, and that approving the deviation would be consistent with the Master Plan and compatible with the surrounding areas."***

1. Planning Deviations:
  - a. Reduction of the minimum required building side setback by 35 feet (Required 75 feet, provided 40 feet)
  - b. Exceeding the maximum density for three bedroom units by 2.2 Dwelling Units per Acre (5.4 DUA allowed, 6.6 DUA proposed)
  - c. Exceeding the maximum number of rooms (423 allowed, 516 provided)
2. Engineering DCS Deviations:
  - a. Exceeding the maximum allowed distance of 1,300 feet for intervals between streets to the property boundary.
  - b. Removing the paved eyebrows along the streets

- c. Reducing the distance between the sidewalk and back of the curb. A minimum of 7.5 feet can be supported by staff
3. Absence of sidewalk on one sides of the proposed private drive inside the development (both sides required, one side provided)
4. Traffic Deviations:
  - a. Exceeding the maximum length of the boulevard
  - b. Absence of exiting taper out of the development
5. Landscape Deviations:
  - a. Placement of street trees along Novi Road frontage, contingent on RCOC approval
  - b. Not meeting the minimum height of landscape berm along North boundary
  - c. Lack of berms along south property
  - d. Lack of berms within Novi Road green belt
  - e. Not meeting the minimum requirements for detention plantings
  - f. Requesting additional woodland replacement credits for upsizing
  - g. Proposing sub canopy trees in lieu of some of the required Deciduous Canopy of Large evergreen trees.
6. Façade Deviations:

Façade was unable to perform a complete review due to minimal information provided. Façade anticipates many deviations that may be required. The applicant shall provide additional information, if the deviations are requested as part of the PRO agreement or conform to the code at the time of site plan review. Refer to additional comments for the proposed public benefits.

**See individual review letters for additional information. We recommend that the applicant revise the plans in order to decrease the number of deviations being requested wherever possible. Refer to other review letters for more details on additional information being requested. Further deviations may be identified once more clarification is provided.**

#### **APPLICANT BURDEN UNDER PRO ORDINANCE**

The Planned Rezoning Overlay ordinance requires the applicant to demonstrate that certain requirements and standards are met. The applicant should be prepared to discuss these items, especially in number 1 below, where the ordinance suggests that the enhancement under the PRO request would be unlikely to be achieved or would not be assured without utilizing the Planned Rezoning Overlay. Section 7.13.2.D.ii states the following:

1. *(Sec. 7.13.2.D.ii.a) Approval of the application shall accomplish, among other things, and as determined in the discretion of the City Council, the integration of the proposed land development project with the characteristics of the project area, and result in an enhancement of the project area as compared to the existing zoning, and such enhancement would be unlikely to be achieved or would not be assured in the absence of the use of a Planned Rezoning Overlay.*
2. *(Sec. 7.13.2.D.ii.b) Sufficient conditions shall be included on and in the PRO Plan and PRO Agreement on the basis of which the City Council concludes, in its discretion, that, as compared to the existing zoning and considering the site specific land use proposed by the applicant, it would be in the public interest to grant the Rezoning with Planned Rezoning Overlay; provided, in determining whether approval of a proposed application would be in the public interest, the benefits which would reasonably be expected to accrue from the proposal shall be balanced against, and be found to clearly outweigh the reasonably foreseeable detriments thereof, taking into consideration reasonably accepted planning, engineering, environmental and other principles, as presented to the City Council, following recommendation by the Planning Commission, and also taking into consideration*

*the special knowledge and understanding of the City by the City Council and Planning Commission.*

#### **PUBLIC BENEFIT UNDER PRO ORDINANCE**

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Section 7.13.2.D.ii states that the City Council must determine that the proposed PRO rezoning would be in the public interest and the public benefits of the proposed PRO rezoning would clearly outweigh the detriments. The following benefits are being offered by the applicant (as listed in their narrative)

1. Redevelopment Potential of Property: *Removal of unsightly vehicular storage and improvement to storm water treatment and storage. The current parking lot drains direct to the south waterbody. **There is a redevelopment potential for the property even if the property is developed according to existing zoning, but perhaps not as likely. The benefit of removing a long standing legal non-conforming use can be considered as a public benefit.***
2. Increased Buffers to West: *The development proposes an approximately 160 feet setback to the nearest residential unit to the west and natural wetlands and trees along the property line are being preserved to the greatest extent possible. **Staff acknowledges that the location of detention creates a good buffer along Novi frontage. However, the options for relocation of the pond within the development are considered to be limited, without compromising the requested density. The current proposed location also considered as the optimal location given the grades on the site.***
3. Strategic Residential Location: *The development is located within walkable distance to the south of the Grand River Corridor and within proximity to Town Center District. **The proximity of the Grand River Corridor and Town Center District subjects the site to more scrutiny as these areas are prone to generating more traffic. The location is strategic, but Staff requests additional information to corroborate the applicant's findings about the need for residential use for the subject property.***
4. Providing Alternative Housing: *The product proposed with the development will fit the low-maintenance needs of age groups at the younger end of the spectrum, including millennials and young families. **Staff agrees that there is a need for the proposed type of housing within the City. Both the current and proposed draft Master Plan maintains that the subject property has a potential for Commercial Office use. Additional information is required to consider this as a public benefit.***
5. Preservation of natural features: *The proposed development layout has been modified to preserve the on-site wetlands to the south and west of the site in addition to preserving the higher quality woodland areas and limited disturbance to the steep slopes of the south. In particular, special attention was provided to saving the only higher quality trees located on the south west corner of the site. **Any additional impact to the existing wetlands would trigger the mitigation requirements and would decrease the land available for development. The proposed site plan maximizes the development within the site. This is not considered as a public benefit. This happens to be an incidental benefit.***
6. Site Amenities: *The development proposes a number of community pocket parks, a play scape area, and public gathering spaces with a scenic overlook to the existing on-site wetlands. These amenities will provide opportunities for social and passive recreation interaction at these pedestrian nodes. **The applicant has responded to staff's request and provided better amenities as part of the development. This can be considered public benefit. Providing sidewalks on both sides would further enhance the proposed site amenities.***

7. Neighborhood Connector: The developer is proposing to coordinate and work with the City to provide a key neighborhood pedestrian connection for the development and the adjacent developments out to Novi Road. This connector is part the City's non-motorized transportation Master Plan. **This can be perceived as a substantial benefit. However, additional information is required to assess City's and the applicant's involvement.**

#### **NEXT STEP**

Due to the above listed outstanding concerns in this letter and few reviews not recommending approval staff recommends a revised submittal prior to Planning Commission public hearing. **In the meantime, staff will schedule the proposed concept plan for consideration by Master Planning and Zoning Committee.** Applicant shall provide feedback on the comments provided. Staff would like to work with the applicant to revise the concept in a suitable format prior to presenting it to MPZ Committee.


The following will be required for reconsideration.

- A site plan revision form
- Seven copies of the revised concept plan addressing the comments and additional information requested in Staff and consultant letter
- A revised traffic impact study addressing the concerns from the review letter
- A revised narrative addressing the concerns in staff and consultants review letter
- A response letter addressing the comments from staff and consultants review letter

Prior to Planning Commission meeting, the following will be required.

- Rezoning signs will need to be erected along the property's frontage in accordance with submittal requirements and in accordance with the public hearing requirements for the rezoning request. The signs should be erected no later than 15 days prior to the scheduled public hearing.

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



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Sri Ravali Komaragiri – Planner

Attachments: Planning Review Chart  
Section 3.1.7.B – RM-1 Permitted Uses  
Section 3.1.7.C - RM-1 Special Land Uses  
Section 3.1.21.B – OS-1 Permitted Uses  
Section 3.1.21.C – OS-1 Special Land Uses



# 3.1.7 RM-1 Low-Density, Low Rise Multiple-Family District

## A. INTENT



The RM-1, Low-Density, Low-Rise Multiple-Family Residential District is designed to provide sites for multiple-family dwelling structures, and related uses, which will generally serve as zones of transition between the nonresidential districts and major thoroughfares and freeways and lower-density Single-Family districts. The Multiple-Family Residential District is further provided to serve the needs for the apartment type of unit in an otherwise low-density single-family community.

**User Note:** For uses listed in **bold blue**, refer to Article 4, or click on use, for use-specific standards


## B. PRINCIPAL PERMITTED USES

- i. Multiple-family dwellings 
- ii. **Independent and congregate elderly living facilities** § 4.20
- iii. **Accessory buildings and uses**  §4.19 customarily incident to any of the above uses





## C. SPECIAL LAND USES

- i. **Convalescent homes** , **assisted living facilities** , **hospice care facilities and child care centers** §4.21
- ii. **Accessory buildings and uses**  §4.19 customarily incident to any of the above permitted uses

The following uses are regulated according to the standards and regulations in the **RT Two-Family Residential District (Section 3.1.6)**: Two-family dwellings (site built)

- i. **Shared elderly housing** § 4.20
- ii. **Accessory buildings and uses**  §4.19 customarily incident to any of the above uses

The following uses are regulated according to the standards and regulations in the **R-4 One Family Residential District (Section 3.1.5)**:

- vii. One-family detached dwellings
- viii. **Farms**  **and greenhouses** § 4.1
- ix. Publicly owned and operated parks, parkways and outdoor recreational facilities
- x. **Cemeteries** § 4.2
- xi. **Home occupations**  § 4.4
- xii. **Keeping of horses and ponies** § 4.8
- iv. **Family day care homes**  § 4.5
- v. **Accessory buildings and uses**  §4.19 customarily incident to any of the above uses



3.1.21

# OS-1 Office Service District

## A. INTENT

The OS-1, Office Service District is designed to accommodate uses such as offices, banks, facilities for human care and personal services which can serve as transitional areas between residential and commercial districts and to provide a transition between major thoroughfares and residential districts.

**i** **User Note:** For uses listed in **bold blue**, refer to Article 4, or click on use, for use-specific standards

## B. PRINCIPAL PERMITTED USES

- i. Professional office buildings
- ii. Medical office, including laboratories and clinics
- iii. **Facilities for human care** §4.64
- iv. Financial institution uses with drive-in facilities as an accessory use only
- v. Personal service establishments
- vi. Off-street parking lots
- vii. Places of worship
- viii. Other uses similar to the above uses
- ix. **Accessory structures and uses** §4.19 customarily incident to the above permitted uses
- x. Publicly owned and operated parks, parkways and outdoor recreational facilities
- xi. **Public or private health and fitness facilities and clubs** §4.34

## C. SPECIAL LAND USES

- i. **Mortuary establishments** §4.17
- ii. Publicly owned buildings, telephone exchange buildings, and public utility offices, but not including storage yards, transformer stations, or gas regulator stations
- iii. **Day Care Centers** and **Adult Day Care Centers** §4.12.2
- iv. **Public or private indoor and private outdoor recreational facilities** §4.38
- v. An **accessory use** §4.19 customarily related to a use authorized by this Section





## PLANNING REVIEW CHART

**Review Date:** February 23, 2017  
**Review Type:** Planner Rezoning Overlay Concept Plan  
**Project Name:** JSP 17-10 Princeton Park (18.717)  
**Plan Date:** February 07, 2017  
**Prepared by:** Sri Komaragiri, Planner  
**E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant and/or the Planning Commission Public hearing for the PRO Concept Plan. Underlined items need to be addressed on the Preliminary Site Plan.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted August 25, 2010)</i>	Community Office	129 Unit residential development with PRO overlay; The proposed units will be "for sale" 6.6 maximum dwelling units per acre (Three Bedrooms)	No	<b>Planning Commission recommendation &amp; City Council approval PRO Concept Plan – City Council approval PRO agreement – Site Plan or Plat normal approval process</b>
<b>Area Study</b>	The site does not fall under any special category	NA	NA	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	OS-1 Office Service	RM-1 One-Family Residential District	No	
<b>Uses Permitted</b> (Sec 3.1.21.B & C)	Office and Service Uses Sec. 3.1.21.B. - Principal Uses Permitted. Sec. 3.1.21.C. – Special Land Uses Permitted.	Multi-Family Residential	No	<b>The proposed rezoning category would allow Multi-family uses</b>
<b>Phasing</b>		Phasing is not proposed with the current proposed concept plan	NA	<b>Indicate if phasing is proposed or anticipated</b>
<b>Planned Rezoning Overlay Document Requirements (SDM: <a href="#">Site development Manual</a>)</b>				
<b>Written Statement</b> <i>(Site Development Manual)</i>	Potential development under the proposed zoning and current zoning			
<i>The statement should describe the following</i>	Identified benefit(s) of the development			
	Conditions proposed for inclusion in the PRO Agreement (i.e., Zoning Ordinance deviations, limitation on total units, etc)			
<b>Sign Location Plan</b> <i>(Page 23,SDM)</i>	Installed within 15 days prior to public hearing Located along all road frontages	Not submitted	No	<b>Provide a plan that indicates the requested information</b>

tem	Required Code	Proposed	Meets Code	Comments	
<b>Traffic Impact Study</b> (Site development manual)	A Traffic Impact Study as required by the City of Novi Site Plan and Development Manual.	Applicant submitted a Traffic Impact Study	Yes	Refer to Traffic Impact Study Review	
<b>Community Impact Statement</b> (Sec. 2.2)	<ul style="list-style-type: none"> <li>- Over 30 acres for permitted non-residential projects</li> <li>- Over 10 acres in size for a special land use</li> <li>- All residential projects with more than 150 units</li> <li>- A mixed-use development, staff shall determine</li> </ul>	Not required	NA		
<b>The remainder of the review is against RM-1 standards, which is the requested rezoning district</b>					
<b>Height, bulk, density and area limitations (Sec 3.1.7.D)</b>					
<b>Frontage on a Public Street.</b> (Sec. 5.12)	Frontage on a Public Street is required	The site has frontage and access to Novi Road	Yes		
<b>Minimum Zoning Lot Size for each Unit:</b> in Acres (Sec 3.8.1)	RM-1 and RM-2 Required Conditions				
<b>Minimum Zoning Lot Size for each Unit:</b> Width in Feet (Sec 3.8.1)					
<b>Open Space Area</b> (Sec 3.1.7.D)	200 sf of Minimum usable open space per dwelling unit For a total of 129 dwelling units, <u>required Open Space: 25,800 SF</u>	<p>Open Space area indicated on sheet LS-3</p> <p>The layout indicates three pocket parks spread around the development along pedestrian paths, pergola and other amenities near proposed detention ponds and a playscape area.</p> <p>12.6 Acres (including storm water detention)</p>	Yes?	<p><b>Provide square footage and an open spaces plan to provide clarity and verify conformance. The Open space plan can be a small inset at a smaller scale with hatched areas similar to reference location map on LS-3</b></p> <p><b>List the square footage for usable Open space and unusable</b></p>	
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	25%	35%	No	This is considered a deviation	
<b>Building Height</b> (Sec. 3.20)	35 ft. or 2 stories whichever is less	2 stories and 30 feet	Yes		
<b>Minimum Floor Area per Unit</b>	Efficiency	400 sq. ft.	Not proposed	NA	List the proposed minimum building floor
	1 bedroom	500 sq. ft.	Not proposed	NA	



tem	Required Code		Proposed	Meets Code	Comments
(Sec. 3.1.7.D)	2 bedroom	750 sq. ft.	Not proposed	Yes	area on layout plan under Site Data
	3 bedroom	900 sq. ft.	Approximately 1700 sq. ft.	Yes	
	4 bedroom	1,000 sq. ft.	Not Proposed	NA	
<b>Maximum Dwelling Unit Density/Net Site Area</b> (Sec. 3.1.7.D)	Efficiency	--	--	Yes	This is considered a deviation
	1 bedroom	10.9	--		
	2 bedroom	7.3	--		
	3+ bedroom	5.4	6.6 DUA  Total site area: 24 Acres ROW Area: 3.5 Acres Wetlands: 1.1 Acres Net Site Area: 19.4 Acres		
<b>Phasing</b>			The current plans indicate no phasing	Yes	
<b>Residential Building Setbacks (Sec 3.1.7.D)</b>					
Front (along Novi Road)	50 ft.		147 ft.	yes	Indicate setbacks excluding decks.  North setback is considered a deviation
Rear (West)	75 ft.		80 ft.	Yes	
Side (North & South)	75 ft.		North: 40 ft. South: 127 ft. (including decks)	No	
<b>Parking Setback (Sec 3.1.7.D) (Sec 3.1.12.D) Refer to applicable notes in Sec 3.6.2</b>					
Front	20 ft.		20 ft. on all sides.	Yes	Parking is provided in the garage and in front of the garage. Add a note that on-street parking is not proposed
Rear	10 ft.			Yes	
Side	10 ft.			Yes	
<b>Note To District Standards (Sec 3.6.2)</b>					
<b>Exterior Side Yard Abutting a Street</b> (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.		No exterior side yards	NA	
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)	Off-street parking is allowed in front yard		Parking is not proposed in the front yard	NA	
<b>Distance between buildings</b> (Sec 3.6.2.H)	It is governed by sec. 3.8.2 or by the minimum setback requirements, whichever is greater		RM-1 code has additional requirements for distance between buildings.	Yes	See Comments on Page 8
<b>Wetland/Watercourse Setback (Sec 3.6.2.M)</b>	A setback of 25ft from wetlands and from high watermark course shall be maintained		Wetlands exist on south and west side of the site. minimal impacts are proposed	Yes?	Check with Pete

tem	Required Code	Proposed	Meets Code	Comments	
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Parking lots are not proposed	NA		
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q	None required	NA		
<b>RM-1 and RM-2 Required Conditions (Sec 3.8)&amp; (Sec 3.10)</b>					
<b>Total number of rooms</b> (Sec. 3.8.1)	Total No. of rooms < Net site area in SF/2000  8,45,064 SF/2000 = 423	Total number of rooms = 516	Yes	<b>Total proposed number of rooms is exceeding the maximum number of rooms allowed for this property.</b>  <b><u>This is considered a deviation</u></b>	
<b>Public Utilities</b> (Sec. 3.8.1)	All public utilities should be available	All public utilities are available	Yes	<b>Check with Darcy</b>	
<b>Maximum Number of Units</b> (Sec. 3.8.1.A.ii)	Efficiency < 5 percent of the units	Not Proposed	NA		
	1 bedroom units < 20 percent of the units	Not Proposed	NA		
	Balance should be at least 2 bedroom units	All are either 3 bedroom units	Yes		
<b>Room Count per Dwelling Unit Size</b> (Sec. 3.8.1.C) <i>*An extra room such as den count towards an extra room</i>	<b>Dwelling Unit Size</b>	<b>Room Count *</b>	Yes	For the purpose of determining lot area requirements and density in a multiple-family district, a room is a living room, dining room or bedroom, equal to at least eighty (80) square feet in area. A room shall not include the area in kitchen, sanitary facilities, utility provisions, corridors, hallways, and storage. Plans presented showing one (1), two (2), or three (3) bedroom units and including a "den," "library," or other extra room shall count such extra room as a bedroom for the purpose of computing density.	
	Efficiency	1			Not proposed
	1 bedroom	2			Not proposed
	2 bedroom	3			Not proposed
	3 or more bedrooms	4			4 (2 bedroom units with a den are also calculated as 3 or more bedroom units)
<b>Setback along</b>	A minimum of 150 feet	No natural shore line	NA		

tem	Required Code	Proposed	Meets Code	Comments
<b>natural shore line</b> (Sec. 3.8.2.A)	along natural shore line is required.	exists within the property		
<b>Structure frontage</b> (Sec. 3.8.2.B)	Each structure in the dwelling group shall front either on a dedicated public street or approved private drive.	All structures front on proposed private drive	Yes	
<b>Maximum length of the buildings</b> (Sec. 3.8.2.C)	A single building or a group of attached buildings cannot exceed 180 ft.	144 ft.	Yes	
<b>Modification of maximum length</b> (Sec. 3.8.2.C)	Planning Commission may modify the extra length up to 360 ft. if	Applicant is not proposing extra length than allowed	NA	
	Common areas with a minimum capacity of 50 persons for recreation or social purposes			
	Additional setback of 1 ft. for every 3 ft. in excess of 180 ft. from all property lines.			
<b>Building Orientation</b> (Sec. 3.8.2.D)	Where any multiple dwelling structure and/ or accessory structure is located along an outer perimeter property line adjacent to another residential or nonresidential district, said structure shall be oriented at a minimum angle of forty-five (45) degrees to said property line.	Buildings orientation do not meet the minimum requirement for all buildings	No	<u>This is considered a deviation</u>  <b>Check Narrative for further explanation</b>
<b>Yard setback restrictions</b> (Sec. 3.8.2.E)	Within any front, side or rear yard, off-street parking, maneuvering lanes, service drives or loading areas cannot exceed 30% of yard area	No off-street parking or loading area is proposed	NA	
<b>Off-Street Parking or related drives</b> (Sec. 3.8.2.F)  Off-street parking and related drives shall be..	No closer than 25 ft. to any wall of a dwelling structure that contains openings involving living areas or	A 25 foot setback line is shown on the plans.	<b>Yes</b>	
	No closer than 8 ft. for other walls or	Appears to be in conformance	Yes	
	No closer than 20 ft. from ROW and property	Appears to be in conformance	Yes	

tem	Required Code	Proposed	Meets Code	Comments
	line			
<b>Pedestrian Connectivity</b> (Sec. 3.8.2.G)	5 feet sidewalks on both sides of the Private drive are required to permit safe and convenient pedestrian access.	All sidewalks along the private drive are 5 feet wide. Sidewalk s are proposed only on one side	Yes	<b>Label the width of all sidewalks on the plans.</b>  <b><u>Sidewalks on one side is considered a deviation</u></b>
	Where feasible sidewalks shall be connected to other pedestrian features abutting the site.	The plan proposes a pedestrian walkways system in the central courtyard connecting to pocket parks and the sidewalk along Private drive and the public walk along Novi Road  The plan also proposes a possible connection to a proposed neighborhood connector to the north	Yes	
	All sidewalks shall comply with barrier free design standards	Unable to determine	Yes?	<b>Add a note to the plan to verify conformance.</b> Further review by the Building Department will take place prior to issuance of building permits
<b>Minimum Distance between the buildings</b> (Sec. 3.8.2.H)	(Total length of building A + total length of building B + 2(height of building + height of building B))/6	All distances are in conformance with the requirement as listed on the plan.  Distances between the buildings on either side of proposed private drive also appear to be in conformance	Yes	<b>Please include the calculations for buildings on either side of proposed private drive</b>  <b>Please add another column indicating proposed for City Building Separation Table</b>
<b>Minimum Distance between the buildings</b> (Sec. 3.8.2.H)	In no instance shall this distance be less than thirty (30) feet unless there is a corner-to-corner relationship in which case the minimum distance shall be fifteen (15) feet.	Buildings are setback by at least 30 ft. from each other	Yes	

tem	Required Code	Proposed	Meets Code	Comments
<b>Number of Parking Spaces</b> Residential, Multiple-family (Sec.5.2.12.A)	Two (2) for each dwelling unit having two (2) or less bedrooms and two and one-half (2 ½) for each dwelling unit having three (3) or more bedrooms <b>For 129 Three or more BR units, required spaces = 323 spaces</b>	Clubhouse: 21 Spaces including 2 Handicap Spaces <b>Garage Spaces: 258</b> <b>In front of Garage: 258</b> <b>TOTAL PROVIDED: 516</b>	Yes	<b>Check with Traffic</b> <b>Indicate that there will be no parking on the street</b>
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	None Proposed	NA	
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	- shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Does not apply	NA	
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	2 accessible space (including 1 Van accessible) for every 26 to 50 spaces	Residential area does not have handicap spaces proposed	NA	
<b>Barrier Free Space Dimensions</b> <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces			
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.			
<b>Minimum number of Bicycle Parking</b> (Sec. 5.16.1) <u>Multiple-family residential</u>	One (1) space for each five (5) dwelling units <b>Required: 26 Spaces</b>	Total Proposed: 28 Spaces See sheet Ls-5	Yes	
<b>Bicycle Parking General requirements</b> (Sec. 5.16)	No farther than 120 ft. from the entrance being served When 4 or more spaces are required for a building with multiple entrances, the spaces	Yes  Bicycle Parking is proposed in multiple (7)	Yes?	<b>Label the width of the sidewalk</b>  <b>Is this a deviation?</b> <b>Check with Barb</b>

tem	Required Code	Proposed	Meets Code	Comments
	shall be provided in multiple locations	locations.		
	Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	All sidewalks appear to be 5 feet wide		
<b>Bicycle Parking Lot layout</b> (Sec 5.16.6)	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Locations are indicated, but the layout is not specified	Yes?	<b>Provide the layout plan as required</b>
<b>Accessory and Roof top Structures</b>				
<b>Dumpster</b> Sec 4.19.2.F	<ul style="list-style-type: none"> <li>- Located in rear yard</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft, from property line.</li> <li>- Away from Barrier free Spaces</li> </ul>	Curb side Refuse pick up is being proposed for this residential development	Yes	
<b>Dumpster Enclosure</b> Sec. 21-145. (c) Chapter 21 of City Code of Ordinances	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Not proposed	NA	
<b>Roof top equipment and wall mounted utility equipment</b> Sec. 4.19.2.E.ii	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Not Applicable	NA	
<b>Roof top appurtenances</b>	Roof top appurtenances shall be	Not Applicable	NA	

tem	Required Code	Proposed	Meets Code	Comments
screening	screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.			
<b>Sidewalks and Other Requirements</b>				
<b>Non-Motorized Plan</b>	<b>Proposed Off-Road Trails and Neighborhood Connector Pathways</b>	No Connections to the proposed trails are proposed	No	Applicant should consider future connections to proposed City of Novi ITC trail along east of the property
<b>Sidewalks</b> <i>(Subdivision Ordinance: Sec. 4.05)</i>	Sidewalks are required on both sides of proposed drives	Sidewalks are proposed on only one side of the proposed private drive	Yes	This is considered a deviation
<b>Public Sidewalks</b> <i>(Chapter 11, Sec.11-276(b), Subdivision Ordinance: Sec. 4.05)</i>	A 5 foot sidewalk is required along Novi Road	Sidewalk existing	Yes	
<b>Entryway lighting</b> Sec. 5.7	One street light is required per entrance.	Eight pole lights are proposed along Novi Road frontage  Decorative pole and acorn style fixtures are proposed	Yes	Applicant to work with engineering and DTE on the location and type of the fixtures are proposed in the right of way
<b>Building Code and Other Requirements</b>				
<b>Building Code</b>	Building exits must be connected to sidewalk system or parking lot.	All exits are connected to internal sidewalk through the driveways	Yes	
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	

tem	Required Code	Proposed	Meets Code	Comments
<b>Economic Impact</b>	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Information will be provided at a later time	NA	
<b>Other Permits and Approvals</b>				
<b>Development/ Business Sign</b>	Signage if proposed requires a permit.	A monument sign is proposed in the entrance boulevard	Yes?	For sign permit <u>information contact Jeannie Niland 248-347-0438.</u>  <b>Any sign deviations can be approved by City Council. Please contact Jeannie to identify any deviations</b>
<b>Development and Street Names</b>	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	The applicant has applied for development and street names approval	Yes?	<b>The application is under review currently.</b>  <u>For approval of project and street naming contact Richelle Leskun at 248-735-0579</u>
<b>Property Split</b>	The proposed property split must be submitted to the Assessing Department for approval.	The subject property is proposing a combination of four lots.	Yes	<u>The applicant must create this parcel prior to Stamping Set approval. Plans will not be stamped until the parcel is created.</u>
<b>Other Legal Requirements</b>				
<b>PRO Agreement (Sec. 7.13.2.D(3))</b>	A PRO Agreement shall be prepared by the City Attorney and the applicant (or designee) and approved by the City Council, and which shall incorporate the PRO Plan and set forth the PRO Conditions and conditions imposed	Not applicable at this moment	NA	<u>PRO Agreement shall be approved by the City Council after the Concept Plan is tentatively approved</u>
<b>Master Deed/Covenants and Restrictions</b>	Applicant is required to submit this information for review with the Final Site Plan submittal	Not applicable at this moment	NA	<u>A Master Deed draft shall be submitted prior to Stamping Set approval.</u>
<b>Conservation easements</b>	Conservation easements may be required for woodland impacts	Not applicable at this moment	NA	<u>The following documents will be required during Site Plan review process after the Concept PRO approval</u>



tem	Required Code	Proposed	Meets Code	Comments
				Check With Pere on Wetland Easement
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				
<b>Intent</b> (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Site lighting includes pole lighting along Novi road and bollard lighting within the site.		A lighting and photometric plan is not required until Final site plan.
<b>Lighting Plan</b> (Sec. 5.7.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures			
<b>Building Lighting</b> (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.			
<b>Lighting Plan</b> (Sec.5.7.2.A.ii)	Specifications for all proposed & existing lighting fixtures			
	Photometric data			
	Fixture height			
	Mounting & design			
	Glare control devices (Also see Sec. 5.7.3.D)			
	Type & color rendition of lamps			
	Hours of operation			
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties			
<b>Required Conditions</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses)			
<b>Required Conditions</b>	- Electrical service to			

tem	Required Code	Proposed	Meets Code	Comments
(Sec. 5.7.3.B)	light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation			
<b>Security Lighting</b> (Sec. 5.7.3.H)  Lighting for security purposes shall be directed only onto the area to be secured.	- All fixtures shall be located, shielded and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred			
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1			
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps			
<b>Min. Illumination</b> (Sec. 5.7.3.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			
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle			
<b>Cut off Angles</b> (Sec. 5.7.3.L)	when adjacent to residential districts - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle			

tem	Required Code	Proposed	Meets Code	Comments



# PLAN REVIEW CENTER REPORT

March 2, 2017

## Engineering Review

JSP17-0010

Princeton Park PRO

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### Applicant

Pulte Homes

### Review Type

Concept plan review

### Property Characteristics

- Site Location: N. of 10 Mile Road and W. of Novi Road
- Site Size: 24 acres
- Plan Date: February 7, 2017
- Design Engineer: Atwell – Matt Bush, P.E.

### Project Summary

- Construction of a 129 unit attached multi-family subdivision on approximately 24 acres. Site access would be provided by a new roadway with a single curb cut onto Novi Road.
- Water service would be provided by tapping the existing 24-inch water main on the west side of Novi Road.
- Sanitary sewer service would be provided by connection to an existing manhole on the 8-inch sanitary sewer on the west side of Novi Road.
- Storm water would be collected on site and detained in a proposed on-site basin.

**Comments on the Concept Plan set:**

The revised Concept plan submittal should address the following:

General

1. **Provide a stub street to the property boundary at intervals not to exceed 1,300 feet along the perimeter or request a deviation from Appendix C Section 4.04(A)(1) of the Novi City Code. City staff would support this request.**
2. More information regarding the proposal of providing the neighborhood connector pathway is required. More specifically, describe how the applicant proposes to handle the inherent challenges due to the topography, required permitting and approval for wetland and woodland issues, the need for boardwalk as part of the pathway and easement acquisition along the proposed route to the north from the development as well as the east-west master planned pathway. The existing pathway connection at Thatcher is a detention basin access road. The proposed pathway connection needs to extend to the existing Thatcher back of curb for a complete bicycle/pedestrian neighborhood connection. The pathway design must be of sufficient strength to maintain the detention basin access route. Also clarify whether the on-site orange sidewalk pathways as shown on the Public Benefit Pathway Plan sheet will be within City easements.
3. Provide a minimum of two ties to established section or quarter section corners.
4. Label the existing and master planned right-of-way width of Novi Road.

Paving & Grading

5. Provide existing topography and 2-foot contours extending at least 100 feet past the site boundary. Any off-site drainage entering this site shall be identified.
6. **City staff preference is to remove the paved eyebrows and keep the right-of-way as shown at residential street corners with a 90 degree turn. This currently necessitates a variance from Design and Construction Standards. City staff supports this request for deviation.**
7. **A 5-foot concrete sidewalk is required along both sides of the proposed street. The request from the applicant to provide sidewalk on only one side is not supported.**
8. **The location of the sidewalk adjacent to the curb is not in accordance with the Engineering Design Manual section 7.4.2.C.1, which requires that sidewalk on private roadways to be placed 15 feet from the back of curb. Given the constraints of the site, a deviation to provide minimum of 7.5 feet from back of curb to edge of sidewalk would be supported by staff.**
9. The emergency access drive must be gated.
10. The emergency access path should be paved with asphalt, which facilitates snow clearing to maintain all-season emergency access.
11. The proposed pedestrian pathway along the emergency access cannot be in the middle of the access drive. The sidewalk can be placed adjacent to the edge of pavement.

12. The driveway width shown in the typical unit detail on the layout plan does not meet the Design and Construction standards. Residential driveway standards are described in Section 11-216 c) and figure IX.5 of City Code.

#### Storm Water Management Plan

13. 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.
14. Label the 25-foot vegetated buffer around the perimeter of each storm water basin. This buffer cannot encroach on adjacent lots or property or public right-of-way.

#### Off-Site Easements

15. Any off-site easements must be executed prior to final approval of the plans. Drafts shall be submitted at the time of the Preliminary Site Plan submittal.
16. Off-site construction easements and sidewalk easements will be required.

A letter from either the applicant or the applicant's engineer must be submitted with the revised Concept Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.

#### **General Notes to consider for future submittals:**

1. A full engineering review of the Concept plan set was not performed due to the limited information provided in this submittal. A more detailed review of utilities, easements, site layout, grading, storm water management and soil erosion control will be performed as the design progresses into preliminary and final site plan submittals.
2. The impact of the rezoning to RF-1 on utility demand is being further reviewed. The Master Plan for Land Use indicates OS-1 as the master planned land use for this site, with a density of 2.8 Residential Equivalent Units (REU) per acre. The applicant is requesting a Planned Rezoning Overlay to rezone to RM-1 with a density of 6.6 REU per acre.
3. The site plan shall be designed in accordance with the Design and Construction Standards (Chapter 11).
4. Soil borings shall be provided for a preliminary review of the constructability of the proposed development (roads, basin, etc.). Borings identifying soil types, and groundwater elevation should be provided at the time of Preliminary Site plan.
5. A right-of-way permit will be required from the City of Novi and Oakland County. Novi Road is under the jurisdiction of the Road Commission for Oakland County.

6. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.
7. Provide at least 3-foot of buffer distance between the sidewalk and any fixed objects, including hydrants. Note on the plan any location where the 3-foot separation cannot be provided.
8. Provide location dimensions for all proposed water main, sanitary sewer, and storm sewer from a proposed fixed point.
9. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
10. The grade of the drive approach shall not exceed 2-percent within the first 25 feet of the intersection. Provide spot grades as necessary to establish this grade.
11. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls and/or drive areas.
12. Provide curb returns with a maximum slope of 3% at intersections.
13. Show the overland routing that would occur in the event the basin cannot accept flow. This route shall be directed to a recognized drainage course or drainage system.

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

Darcy N. Rechtien



# PLAN REVIEW CENTER REPORT

March 1, 2017

## PRO Conceptual Site Plan

Princeton Park

### Review Type

PRO Conceptual Landscape Review

### Job #

JSP17-0010

### Property Characteristics

- Site Location: West side of Novi Road, just south of Post Office
- Site Zoning: OS-1 – proposed RM-1
- Adjacent Zoning: OS-1 to north, I-2 to east, B-3 to south, R-4 to west
- Plan Date: 2/7/2017

### Ordinance Considerations

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

### Landscape Deviations on Plan:

(NOTE: These do not include errors or omissions on the plan which are not assumed to be intentional deviations and which will need to be corrected during Preliminary and Final Site Plan Review)

1. A number of required street trees adjacent to the Novi Road entry will not be allowed per the Road Commission for Oakland County sight distance standards. The full extent of the deviation will be determined when the plans are reviewed by the RCOC. This deviation is supported by staff.
2. Landscaped berm to north does not meet minimum requirement of 4.5-6'. Staff does not support this deviation as there appears to be room for a taller buffer, and there is a need for the buffer, especially adjacent to the post office.
3. Landscaped buffer is not provided along the south property line. A 6-8 foot high berm is required along the B-3 boundary. The existing wetland/pond/vegetation provides sufficient screening and the topography makes creating the required berm impractical so this deviation is supported by staff.
4. The required four foot tall berms in the Novi Road greenbelt are not provided. While the proposed landscaping and distance provide separation between the units and Novi Road and all off-street parking and vehicular use areas are screened from view of Novi Road by the landscaping and buildings. Staff supports this deviation.
5. Large native shrubs do not cover 70% of the detention basins' perimeter (only 43% of the north basin and 40% of the south basin). Staff does not support this deviation.



6. Applicant is requesting additional woodland replacement credits for upsized evergreen trees planted throughout the site. This is a deviation and is not allowed per the Landscape Design Manual. Staff does not support this deviation.
7. Applicant is proposing 82 subcanopy trees to be included in total of 384 trees required (21%). The requirement is for deciduous canopy or large evergreen trees, not subcanopy trees. The variance is supported by staff as it provides additional diversity of plantings.

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

**Soil information is provided.**

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

**Utilities are shown on the Landscape Plans.**

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

**Existing trees and proposed removals have been shown on Sheets 2 through 4.**

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

1. **Show proposed tree fencing at a minimum of 1' outside of tree driplines.**
2. **Include tree planting detail that shows fencing at 1' outside of tree driplines.**

Woodland Replacement Trees

**As noted above, upsizing of trees cannot be used to reduce the number of replacement trees required. Please revise the calculations to remove the upsizing credit. The upsizing would require a landscape deviation in the PRO agreement.**

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

**Provided.**

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

1. **The required berm along Novi Road is not provided. As there is much greater distance between the homes and the Road than is required (a minimum of 150 feet is provided whereas only 34 feet is required) and the buildings and a significant amount of landscaping is proposed in that area to screen the buildings from the road, this deviation is supported by staff.**
2. **The required quantities of greenbelt landscaping are provided.**
3. **Please ensure that tree species and locations for Novi Road greenbelt trees are compatible with the overhead utility lines. If necessary, subcanopy trees can be used as substitutes for canopy trees at a rate of 2 subcanopy trees per 1 canopy tree.**

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and 5.5.3.E.ii)

1. **The required number of street trees along Novi Road is provided. Please add the sight distance triangles per the Road Commission for Oakland County Road requirements. If the RCOC prohibits any or all of those trees, a waiver for the prohibited trees will be supported. A copy of their review will need to be provided.**
2. **Please add the clear vision zone for the interior road intersection and move the trees outside of that zone.**
4. **The required number of interior street trees is provided. Unfortunately, a number of these are placed in areas between driveways, which appear to be a maximum of 5 feet apart. The clear vision zone for driveways is 10 feet. It is not clear whether the trees are outside of those zones. Also, the long-term survival of the trees in that situation is doubtful, given the small area for roots to collect air and water. Furthermore, some species are known to cause upheaval in paved surfaces. Please provide additional spacing between the driveways and be sure to place the trees outside of the clear vision zone. Only use tree species that are not likely to damage the sidewalks or driveways.**

5. Please ensure that tree species and locations for Novi Road greenbelt trees are compatible with the overhead utility lines. If necessary, subcanopy trees can be used as substitutes for canopy trees at a rate of 2 subcanopy trees per 1 canopy tree.

Multi-family Landscaping Requirements (Zoning Sec 5.5.3.E.ii)

1. The street tree requirement is discussed above.
2. Based on 129 ground level dwelling units, 387 deciduous canopy or large evergreen trees are required as site landscaping. 384 new trees and 6 existing trees are provided, 82 of which are subcanopy trees (21%). This variance is supported, but the applicant is asked to add at least one more native species to the mix of subcanopy trees to provide a greater percentage of native species in the plan.

Transformer/Utility Box Screening (Zoning Sec 5.5.3.D.)

When proposed transformers/utilities/fire hydrants are available, add them to the landscape plan and adjust plant spacing accordingly.

Plant List (LDM 1.d.(1).(d) and LDM 2.h. and t.)

1. Plant lists have been provided that meet the city requirements.
2. Please use a non-invasive species to replace the Crimson King Norway Maples.
3. Please verify all plant counts shown on the plans and plant lists. I found some discrepancies between the two.

Planting Notations and Details (LDM)

1. Details provided meet City of Novi requirements.
2. Please add a multi-stem tree planting detail.
3. Include all standard City of Novi landscape notes on plans. Available upon request.
4. For final site plans, costs per the City of Novi Community Development Fee Schedule need to be provided for all plants, including seed and sod, and mulch proposed to be used on the site.

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

Irrigation plan for landscaped areas is required for Final Site Plan.

Snow Deposit Areas (LDM.2.q.)

Please indicate areas to be used for snow plowing that won't harm existing or proposed landscaping.

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



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Rick Meader – Landscape Architect

**LANDSCAPE REVIEW SUMMARY CHART – MULTI-FAMILY RESIDENTIAL**

**Review Date:** March 1, 2017  
**Project Name:** JSP17 – 0010: PRINCETON PARK PRO  
**Plan Date:** 2/7/2017  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

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

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements – Basic Information (LDM (2))</b>				
<b>Landscape Plan</b> <i>(Zoning Sec 5.5.2, LDM 2.e)</i>	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1" -20' minimum with proper North. Variations from this scale can be approved by LA</li> </ul>	Yes	Yes	Scale: 1" =50' Details: 1" =30'
<b>Owner/Developer Contact Information</b> <i>(LDM 2.a.)</i>	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information</b> <i>(LDM 2.b.)</i>	Name, Address and telephone number of RLA	Yes	Yes	
<b>Survey information</b> <i>(LDM 2.c.)</i>	Legal description or boundary line survey	Yes	Yes	Sheet 2
<b>Project Information</b> <i>(LDM 2.d.)</i>	Name and Address	Yes	Yes	
<b>Sealed by LA.</b> <i>(LDM 2.g.)</i>	Requires original signature	Yes	Yes	<u>Required on Final Site Plans</u>
<b>Miss Dig Note</b> <i>(800) 482-7171 (LDM.3.a.(8))</i>	Show on all plan sheets	Yes	Yes	
<b>EXISTING CONDITIONS</b>				
<b>Existing plant material Existing woodlands or wetlands</b> <i>(LDM 2.e.(2))</i>	Show location type and size. Label to be saved or removed. Plan shall state if none exists.	Yes	Yes	Sheets 2-4
<b>Soil type</b> <i>(LDM.2.r.)</i>	As determined by Soils survey of Oakland county	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Zoning</b> (LDM 2.f.)	Include site and all adjacent zoning	Yes	Yes	Site:OS-1 rezone to RM-1 North: OS-1; East: I-2; South: B-3; West: R-4
<b>PROPOSED IMPROVEMENTS</b>				
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	Yes	Yes	
<b>Proposed topography - 2' contour minimum</b> (LDM 2.e.(1))	Provide proposed contours at 2' interval	Yes	Yes	Sheet 7
<b>Clear Zones</b> (LDM 2.e.(5))	25 ft. corner clearance required. Refer to Zoning Sec 5.5.9	25' clear vision zone at Novi Road entry	No	<ol style="list-style-type: none"> <li>1. RCOC sight clearance zone needs to be shown per RCOC standards at the Novi Road entrance. A landscape deviation or waiver to not plant the trees that would be within the zone will be supported by staff. If the RCOC does not allow any trees outside of those zones, please provide a copy of their review letter stating that and those trees will also not need to be planted.</li> <li>2. Please show the 25' clear vision zone at the intersection of the interior streets.</li> <li>3. Please show the 10' clear vision zone for all driveways.</li> </ol>
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Berms and ROW Planting</b>				
All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours Berm should be located on lot line except in conflict with utilities. Berms should be constructed with 6" of top soil.				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				

Item	Required	Proposed	Meets Code	Comments
<b>Berm requirements</b> (Zoning Sec 5.5.A)	Refer to Residential Adjacent to Non-residential berm requirements chart	Yes/No/NA	Yes/No	<ol style="list-style-type: none"> <li>Berms are required along the north and south property boundaries.</li> <li>The berm along the north boundary should be between 4.5 and 6' tall. The berm provided appears to be a maximum of 3 feet tall. <b>A landscape deviation for the shorter height is required. It is preferred that the additional required berm height be provided, at least to 4.5 feet.</b></li> <li>There is no berm proposed along the south boundary. The existing pond/wetland and vegetation provide a sufficient buffer, but <b>a landscape deviation is required. This is supported by staff.</b></li> </ol>
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.3.A.(5))	Refer to ROW landscape screening requirements chart for corresponding requirements.	4 foot berm with 4 foot crest	No	A landscape deviation is required for the lack of berms provided between the units and Novi Road.
<b>Planting requirements</b> (LDM 1.a.)	LDM Novi Street Tree List	Yes	Yes	
<b>Street tree requirements</b> (Zoning Sec 5.5.3.B.ii)	No street trees within 25 ft. clear vision triangle	Yes	Yes	<b>See note above regarding the clear vision zones.</b>
<b>ROW Landscape Screening Requirements Chart (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width</b> (2)(3) (5)	No parking: 34 ft	150 ft min	Yes	
<b>Min. berm crest width</b>	No parking: 3 ft	No	No	<b>Not providing required berm is a landscape deviation.</b>
<b>Minimum berm height</b> (9)	No parking: 3 ft	No	No	<b>Not providing required berm is a landscape deviation.</b>

Item	Required	Proposed	Meets Code	Comments
				<i>deviation.</i>
3' wall	(4)(7)	No		
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>▪ No Parking: 1 per 35 lf;</li> <li>▪ 718/35 = 21 trees</li> </ul>	23 trees	Yes	
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>▪ No Parking: 1 per 25 lf;</li> <li>▪ 718/25 = 29 trees</li> </ul>	29 trees	Yes	
<b>Canopy deciduous trees in area between sidewalk and curb</b>	<ul style="list-style-type: none"> <li>▪ No Parking: 1 per 45 lf;</li> <li>▪ 718/45 = 16 trees</li> </ul>	16 trees	Yes	
<b>Snow deposit</b> (LDM.2.q.)	Show snow deposit areas on plan	No	No	<b>Please indicate snow deposit areas on the plan where landscape won't be damaged.</b>
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>▪ Clear sight distance within parking islands</li> <li>▪ No evergreen trees</li> </ul>	No		All parking is to be in garages and driveways.
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	Lawn areas will be hydroseeded.
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	<ul style="list-style-type: none"> <li>▪ A minimum of 300 SF to qualify</li> <li>▪ 6" curbs</li> <li>▪ Islands minimum width 10' BOC to BOC</li> </ul>	No		All parking is to be in garages and driveways.
<b>Curbs and Parking stall reduction</b> (c)	Parking stall can be reduced to 17' with 4" curb adjacent to a sidewalk of minimum 7 ft.	NA		
<b>Contiguous space limit</b> (i)	Maximum of 15 contiguous spaces	NA		
<b>Plantings around Fire Hydrant</b> (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	Yes	Yes	<ol style="list-style-type: none"> <li>1. All hydrants appear to be clear of trees.</li> <li>2. Please move trees at least 10 feet away from utility structures and, if possible, 5 feet from underground lines.</li> <li>3. Please add note to plans stating that trees are to be at least 10 feet away from any utility</li> </ol>

Item	Required	Proposed	Meets Code	Comments
				structure.
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	All disturbed areas shown as being seeded via hydroseed.
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of parking spaces not including access aisles x 10%	<ul style="list-style-type: none"> <li>A = x 10% = sf</li> </ul>	NA		
B = Total square footage of additional paved vehicular use areas (not including A) under 50,000 SF) x 5%	<ul style="list-style-type: none"> <li>B = x 5% = sf</li> <li>Paved Vehicular access area includes loading areas</li> </ul>	NA		
C= Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> <li>C = x 1% = sf</li> </ul>	NA		
<b>All Categories</b>				
D = A+B or A+C Total square footage of landscaped islands	A + B + C = x SF	NA		
E = D/75 Number of canopy trees required	x/75 = y Trees	NA		
Perimeter Green space	<ul style="list-style-type: none"> <li>1 Canopy tree per 35 lf</li> <li>Sub-canopy trees can be used under overhead utility lines.</li> </ul>	NA		
Parking land banked	NA	NA		
<b>Multi-Family Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Interior Street Trees	1 tree per 35 lf, net of driveways, access road 4901-2080=2821 lf 2821/35 = 81 trees	83 trees	Yes	<ol style="list-style-type: none"> <li>While numbers are correct, please ensure that trees are placed in situations in which they can grow, and not damage adjacent driveways</li> <li>5 foot spacing does</li> </ol>

Item	Required	Proposed	Meets Code	Comments
				not leave much room for tree growth (the ordinance requires 10 foot wide landscape spaces in parking lots), and species like Gleditsia triacanthos are known to cause root heave of adjacent hard surfaces. <b>3. Please provide more room for interior street trees, adjust tree placement and revise species as necessary.</b>
<b>Building Landscaping</b> <i>(Zoning Sec 5.5.3.E.ii.)</i>	<ul style="list-style-type: none"> <li>• 3 deciduous canopy trees or large evergreen trees per dwelling unit on the first floor.</li> <li>• 129*3 = 387 trees</li> </ul>	384 new trees plus 6 existing trees	No	<ol style="list-style-type: none"> <li>1. Please clearly show existing trees counted toward this requirement.</li> <li>2. 73 subcanopy trees are used in place of canopy trees (20% of the total). This is a landscape deviation which is supported as it creates additional diversity in the site.</li> <li>3. Please use additional native subcanopy species in the mix of subcanopy trees.</li> </ol>
<b>Miscellaneous Landscaping Requirements</b>				
<b>Transformers/Utility boxes</b> <i>(LDM 1.e from 1 through 5)</i>	<ul style="list-style-type: none"> <li>▪ A minimum of 2ft. separation between box and the plants</li> <li>▪ Ground cover below 4" is allowed up to pad.</li> <li>▪ No plant materials within 8 ft. from the doors</li> </ul>	No	No	<ol style="list-style-type: none"> <li>1. Please add note on plan or with detail stating that all utility boxes shall be screened per the detail.</li> <li>2. If utility box locations are available before stamping sets, please add them to the landscape plan, with required landscaping.</li> </ol>
<b>Detention/Retention Basin Planting requirements</b> (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> <li>▪ Clusters shall cover 70-75% of the basin rim area</li> <li>▪ 10" to 14" tall grass</li> </ul>	Yes	No	<ol style="list-style-type: none"> <li>1. It does not appear that 70% of either pond perimeter at the high water line is</li> </ol>



Item	Required	Proposed	Meets Code	Comments
	along sides of basin <ul style="list-style-type: none"> <li>▪ Refer to wetland for basin mix</li> <li>▪ Include seed mix details on landscape plan</li> </ul>			landscaped with large native shrubs. <b>Please increase the coverage.</b> 2. <b>Some of the shrubs (Tam's Juniper, Mohawk Viburnum, eg) are not native to Michigan and should be substituted for species that are.</b>
<b>General Landscape Requirements (LDM 3)</b>				
<b>General Conditions (LDM 3.a)</b>	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	<b>Please add note near plantings along property lines.</b>
<b>Irrigation plan (LDM 2.s.)</b>	A fully automatic irrigation system and a method of draining is required with Final Site Plan	No		<u>Required for Final Site Plan</u>
<b>Other information (LDM 2.u)</b>	Required by Planning Commission	NA		
<b>Landscape tree credit (LDM3.b.(d))</b>	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	No		
<b>Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)</b>	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	Yes	Yes	
<b>Plant size credit (LDM3.c.(2))</b>	NA	Yes – for replacement evergreens.	No	<b>Upsizing credit is not available for woodland replacement trees. This is a deviation.</b>
<b>Prohibited Plants (LDM 3.d)</b>		Yes	No	1. Norway maples are not allowed close to regulated woodlands as it is invasive. 2. <b>Please use a different species than Acer platanoides.</b>
<b>Recommended trees for planting under overhead utilities (LDM 3.e)</b>	Label the distance from the overhead utilities	Canopy trees proposed near overhead lines.	TBD	<b>1. There are some overhead wires along the front of the property. Please</b>

Item	Required	Proposed	Meets Code	Comments
				<p>ensure that the species selected for use near them will not interfere with the wires, or reach a height that will require the utility company to prune them.</p> <p>2. If necessary, sub-canopy trees can be used at a rate of 2 trees to 1 canopy tree below or near overhead wires.</p>
Collected or Transplanted trees (LDM 3.f)		No		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch.</li> <li>▪ Include in cost estimate.</li> <li>▪ Refer to section for additional information.</li> </ul>	No	No	Please include this information in the planting details to be provided on the plans.
<b>Landscape Notes and Details– Utilize City of Novi Standard Notes</b>				
<b>Plant List (LDM 2.h.) – Include all cost estimates</b>				
Quantities and sizes		Yes	Yes	Please double-check plant counts.
Root type		Yes	Yes	
Botanical and common names	Refer to LDM suggested plant list	Yes	Yes	
Type and amount of lawn		Yes	Yes	<p>1. Seed is indicated for all disturbed areas.</p> <p>2. If sod is to be used, please clearly indicate those areas on the plan.</p>
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	No		<u>Need for final site plan</u>
<b>Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Multi-stem tree		No	No	Please provide.
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys	Wood stakes, fabric guys.	Yes	Yes	
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>▪ Label contour lines</li> <li>▪ Maximum 33%</li> <li>▪ Min. crest width</li> <li>▪ Construction of loam</li> <li>▪ 6" top layer of topsoil.</li> </ul>	No	No	Please provide berm detail.
Type of Ground Cover		No	No	Please indicate on detail.
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole, 10 feet from structures, hydrants	No	No	Please indicate on detail.
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No		No walls proposed
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		NA		
<b>Notes (LDM 2.i) – Utilize City of Novi Standard Details</b>				
Installation date (LDM 2.i. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> <li>▪ Provide intended date</li> <li>▪ Between Mar 15 – Nov 15</li> </ul>	No	No	Please provide note
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>▪ Include statement of intent to install and guarantee all materials for 2 years.</li> <li>▪ Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	No	No	Please provide note Please change City of Novi Landscape General Note #2 to read ... "Replace failing material within 6 months or the next appropriate planting period, whichever is less."
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No	No	Please provide note

Item	Required	Proposed	Meets Code	Comments
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	No	No	<b>Please provide note</b>
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	No	No	<b>Please provide note</b>
Item	Required	Proposed	Meets Code	Comments

**NOTES:**

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



February 28, 2017

Ms. Barbara McBeth  
City Planner  
Community Development Department  
City of Novi  
45175 W. Ten Mile Road  
Novi, Michigan 48375

Re: Princeton Park (JSP17-0010)  
Wetland Review of the Concept Plan (PSP17-0014)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Concept Plan (*Conceptual Planned Rezoning Overlay (PRO)*) plan for the proposed Princeton Park multi-family residential development project prepared by Atwell dated February 7, 2017 (Plan). The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance.

The project is located west of Novi Road between Ten Mile Road and Grand River Avenue (Section 22), just south of the U.S. Post Office. The northern two-thirds (approximately) of the proposed project site is currently used as a storage facility for cars, boats, trailers and other vehicles. The southern one-third (approximately) of the proposed site contains areas noted as City Regulated Wetlands and City Regulated Woodlands and is currently undeveloped.

The site plan appears to propose the construction of twenty-six (26) multi-family residential buildings (totaling 129 units), associated utilities, parking, and two (2) storm water detention basins located on the east portion of the site. The ultimate outfall for the storm water detention basins is an existing wetland area located on the southern portion of the development site.

The following wetland related items are required for this project:

Item	Required/Not Required/Not Applicable
Wetland Permit (specify Non-Minor or Minor)	Required (Minor)
Wetland Mitigation	Not necessary as wetland impacts do not exceed 0.25-acre
Wetland Buffer Authorization	Required
MDEQ Permit	To be determined. It is the applicant's responsibility to contact the MDEQ in order to determine the need for a wetland use permit (for direct impact/fill of Wetland #3) and/or stormwater discharge to Wetland #1.
Wetland Conservation Easement	Required

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Based on our review of the Plan, Novi aerial photos, Novi GIS, the City of Novi Official Wetlands and Woodlands Maps (see Figure 1, attached) it appears as if this proposed project site contains City-regulated wetlands and woodlands. The City's wetland and woodland map shows that the overall property contains wetlands to the south. However, a review of aerial photos of the site and the proposed site plan, the site contains three (3) areas of wetland (Wetlands #1, #2, and #3), along both the southern and western portion of the site.

### Wetlands

As noted, there appear to be three (3) wetland areas located on the site totaling 3.36 acres:

#### Wetland #1

Wetland #1 (2.9 acres) is a scrub-shrub/open-water wetland located along the southern portion of the site. This wetland is associated with the existing northern tributary of Chapman Creek.

#### Wetland #2

Wetland #2 (0.37-acre) is an emergent wetland located along the west side of the site. Wetland #2 was created as part of the Churchill Crossing residential development located west of the subject parcel. This area is located within a Michigan Department of Environmental Quality (MDEQ) conservation easement based on the data provided on the MDEQ Wetlands Map Viewer (<http://www.mcgi.state.mi.us/wetlands/mcgiMap.html>).

#### Wetland #3

Wetland #3 (0.09-acre) is an isolated, emergent/scrub-shrub wetland located near the southwest corner of the site. It appears as though during wet periods drainage from Wetland #3 flows through an upland area and eventually drains to Wetland #1.

### On-Site Wetland Evaluation

ECT visited the site on Tuesday, February 21, 2017 for the purpose of a Wetland Boundary Delineation. The wetland flagging and tree identification provided on the Plan was completed by Atwell. The wetlands were marked with pink survey tape flagging at the time of our inspection. Based on our site inspection, the wetland boundaries appear to be accurately portrayed on the Plan.

### Wetland Impact Review

As noted, three (3) areas of wetland exist on this parcel (Wetland #1, #2, and #3). The proposed site development appears to be partly designed around the existing on-site wetland and 25-foot wetland setback areas. The *Layout Plan* (Sheet 05) indicates that the proposed development will impact Wetland #3 and the storm water outlet is currently planned to be directed to the 25-foot setback of Wetland #1, in the southeast portion of the site. The following table summarizes the existing wetlands and the proposed wetland impacts as shown on the Plan:

*Table 1. Proposed Wetland Impacts*

<i>Wetland Area</i>	<i>Wetland Area (acres)</i>	<i>City Regulated?</i>	<i>MDEQ Regulated?</i>	<i>Impact Area (acre)</i>	<i>Estimated Impact Volume (cubic yards)</i>
1	2.90	Yes City Regulated /Essential	To Be Determined	None Indicated	None
2	0.37	Yes City Regulated /Essential	Yes	None Indicated	None
3	0.09	Yes City Regulated /Essential	To Be Determined	0.09	Not Provided
<b>TOTAL</b>	<b>3.36</b>	--	--	<b>0.09</b>	<b>Not Provided</b>

In addition to wetland impacts, the Plan also appears to propose impacts to the 25-foot natural features setback of Wetland #3. The applicant shall indicate the area of all existing on-site wetland buffers/setbacks on the preliminary site plan as well as indicate the area of all proposed impacts to these areas (both permanent and temporary).

The applicant shall show the following information on subsequent site plans:

- Area (square feet or acres) of all on-site wetland areas;
- Area (square feet or acres) of all on-site 25-foot wetland setback areas;
- Area (square feet) and volume (cubic yards) of all wetland impacts (both permanent and temporary);
- Area (square feet) of all wetland buffer impacts (both permanent and temporary).

The Applicant shall provide wetland conservation easements as directed by the City of Novi Community Development Department for any areas of remaining wetland. A Conservation Easement shall be executed covering all remaining wetland areas on site as shown on the approved plans. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Wetland and Watercourse permit.

**Wetland Mitigation**

The MDEQ generally requires mitigation for impacts greater than one-third acre and the City usually requires mitigation for impacts greater than one-quarter acre (0.25-acre). Wetland mitigation is not required for the currently-proposed impacts.

**Permits & Regulatory Status**

All of the wetlands appear to be considered essential by the City as they appear to meet one or more of the essentiality criteria set forth in the City's Wetland and Watercourse Protection Ordinance (i.e., stormwater storage/flood control, wildlife habitat, etc.). This information has been noted in the *Proposed Wetland Impacts* table, above. Any impacts to wetlands or wetland buffers would require approval and authorization from the City of Novi. The project as proposed will require a City of Novi *Wetland Minor Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback*. This permit and authorization are required for the proposed impacts to wetlands and regulated wetland setbacks.

The on-site wetlands may also be regulated by the Michigan Department of Environmental Quality (MDEQ) due to size or proximity to a watercourse (i.e., within 500 feet of the northern tributary of Chapman Creek). Final determination of regulatory status should be made by the MDEQ however. A permit from this agency may be required for any direct impacts, or potentially for stormwater discharge from the proposed detention basin. The current Plan proposes to fill Wetland #3 and includes the outlet of pre-treated stormwater from the proposed detention basin to Wetland #1. It is the applicant's responsibility to contact the MDEQ in order to determine the need for a wetland use permit. It should be noted that a City of Novi Wetland Permit cannot be issued until the applicant receives either authorization or a letter of no jurisdiction from the MDEQ.

### Comments

Please consider the following comments when preparing the Preliminary Site Plan submittal:

1. The applicant shall indicate the area of all on-site wetland buffers/setbacks on the Plan as well as indicate the area of all proposed impacts to these areas (both permanent and temporary). The plan should include area (square feet or acres) impact quantities for all wetland and wetland buffer impacts as well as volume quantities for all wetland impacts (i.e., cubic yards of wetland cut and/or fill).
2. Please clarify/indicate how any temporary wetland buffer impacts will be restored (i.e., what seed mix will be used in the area of the stormwater outfall construction to Wetland #1). The Details and Plant Material List (Sheet LS-4 of 6) includes a Native Wildflower Seed Mix (from Nativescape, LLC). The Plan should clarify if this seed mix is proposed within areas of temporary wetland buffer impact.
3. It is the Applicant's responsibility to confirm the need for a permit from the MDEQ for any proposed wetland impact and/or proposed stormwater discharge to Wetland #1. A City of Novi Wetland Permit cannot be issued until the applicant receives either authorization or a letter of no jurisdiction from the MDEQ.
4. The Applicant shall provide wetland conservation easements as directed by the City of Novi Community Development Department for any areas of remaining wetland. A Conservation Easement shall be executed covering all remaining wetland areas on site as shown on the approved plans. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Wetland and Watercourse permit. In addition, all proposed conservation easements shall be indicated and clearly labeled on the Plan. It should be noted that Wetland #2 appear to already be included within an MDEQ Conservation Easement.



Princeton Park (JSP17-0010)  
Wetland Review of the Concept Plan (PSP17-0014)  
February 28, 2017  
Page 5 of 8

**Recommendation**

ECT recommends approval of the Revised Concept Plan for wetlands with the condition that the Applicant satisfactorily address the items noted in the "Comments" section of this letter at the time of Preliminary Site Plan submittal.

If you have any questions regarding the contents of this letter, please contact us.

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Pete Hill, P.E.  
Senior Associate Engineer

cc: Sri Komaragiri, City of Novi Planner  
Richelle Leskun, City of Novi Planning Assistant  
Rick Meader, City of Novi Landscape Architect  
Kirsten Mellem, City of Novi Planner

Attachments: Figure 1 – City of Novi Regulated Wetland and Woodland Map  
Site Photos

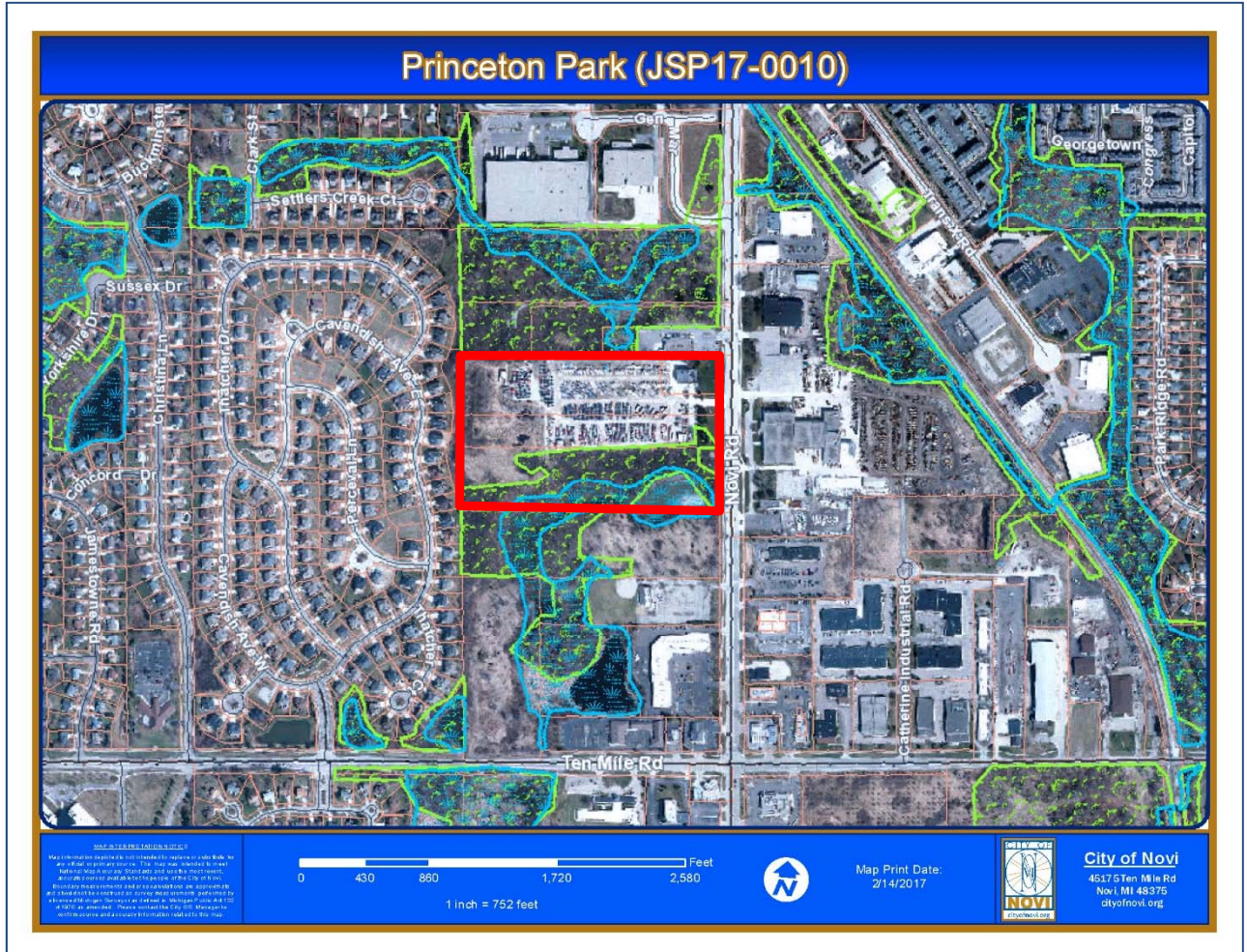


Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate project area is highlighted in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue).

*Site Photos*



**Photo 1.** Looking southwest at Wetland Area #1 on the south side of the site (ECT, February 21, 2017).



**Photo 2.** Looking west at Wetland Area #2 on the west side of the site (ECT, February 21, 2017).



**Photo 3.** Looking east at Wetland Area #3 in the south/west section of the Site (ECT, February 21, 2017).



**Photo 4.** Looking east at upland drainage feature from Wetland Area #3 in the south/west section of the site (ECT, February 21, 2017).

February 28, 2017

Ms. Barbara McBeth  
 City Planner  
 Community Development Department  
 City of Novi  
 45175 West Ten Mile Road  
 Novi, MI 48375

Re: Princeton Park (JSP17-0010)  
 Woodland Review of the Concept Plan (PSP17-0014)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Concept Plan (*Conceptual Planned Rezoning Overlay (PRO)*) plan for the proposed Princeton Park multi-family residential development project prepared by Atwell dated February 7, 2017 (Plan). The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37.

The project is located west of Novi Road between Ten Mile Road and Grand River Avenue (Section 22), just south of the U.S. Post Office. The northern two-thirds (approximately) of the proposed project site is currently used as a storage facility for cars, boats, trailers and other vehicles. The southern one-third (approximately) of the proposed site contains areas noted as City Regulated Wetlands and City Regulated Woodlands and is currently undeveloped.

The site plan appears to propose the construction of twenty-six (26) multi-family residential buildings (totaling 129 units), associated utilities, parking, and two (2) storm water detention basins located on the east portion of the site. The ultimate outfall for the storm water detention basins is an existing wetland area located on the southern portion of the development site.

The following woodland related items are required for this project:

Item	Required/Not Required/Not Applicable
Woodland Permit	Required
Woodland Fence	Required
Woodland Conservation Easement	Required

What follows is a summary of our findings regarding on-site woodlands associated with the proposed project.

**Woodland Evaluation**

ECT completed an on-site woodland evaluation on Tuesday, February 21, 2017. As noted above, the site does contain area designated as City of Novi Regulated Woodland. A significant portion of the proposed limits of disturbance for the project is located outside of the areas mapped as City Regulated woodland (see Figure 1). The

majority of the Regulated Woodland area is located on the southern portion of the project site (see Figure 1). Tree survey information has been provided on the *Tree List* plan (Sheet 03). This sheet includes a tree list that indicates the proposed woodland impacts and required Woodland Replacement tree credits for these removals. The Plan indicates that a total of 328 trees have been surveyed for the project. Of the trees surveyed, 262 trees are located within the area designated as Regulated Woodland (80% of the surveyed trees are located within the regulated woodland area). Fifty percent (50%) of the surveyed trees are comprised of the following tree species:

- Eastern cottonwood (26% of the surveyed trees);
- Silver maple (12% of the surveyed trees);
- Sugar maple (12% of the surveyed trees);

The other 50% of the surveyed trees include the following tree species:

- Siberian elm (8%);
- Black cherry (7%);
- Boxelder (6%);
- Basswood (5%);
- Common apple (5%);
- White pine (4%);
- Bitternut hickory (3%); and
- Norway spruce, black walnut, quaking aspen, eastern red cedar, American elm, black willow, black locust, corkscrew willow, Norway maple, and common pear.

The majority of the trees are listed as being in Good condition.

#### **Woodland Impact Review & Woodland Replacement Credits**

It should be noted that the purpose of the City of Novi Woodland Protection Ordinance (Chapter 37) is to:

1. *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
2. *Protect the woodlands, including trees and other forms of vegetation, of the city for their economic support of local property values when allowed to remain uncleared and/or unharvested and for their natural beauty, wilderness character of geological, ecological, or historical significance; and*
3. *Provide for the paramount public concern for these natural resources in the interest of health, safety and general welfare of the residents of the city.*

As shown, there appear to be impacts proposed to regulated woodlands associated with the site construction. The Plan notes that a total of 54 of the 262 on-site, regulated trees (approximately 20% of the regulated trees) will be removed as a result of the proposed project.

A *Woodland Summary* Table has been included on the *Tree List* (Sheet 03). The Applicant has noted the following:

- Total Regulated Trees 262
- Regulated Trees Removed: 54 (20% Removal)
- Regulated Trees Preserved: 208 (80% Preservation)
  
- Stems to be Removed 8" to 11": 30 x 1 replacement (Requiring 30 Replacements)
- Stems to be Removed 11" to 20": 13 x 2 replacements (Requiring 26 Replacements)
- Stems to be Removed 20" to 30": 4 x 3 replacements (Requiring 12 Replacements)
- Stems to be Removed 30"+: 0 x 4 replacements (Requiring 0 Replacements)
- Multi-Stemmed Trees (7 trees): (Requires 20 Replacements)
  
- Total Replacement Trees Required: 88 Replacements

Sheet LS-6 of 6 (Tree Replacement Planting Plan) states that all tree replacement plantings are to be located and installed in conservation easement areas (greenbelt, park/open space, and detention pond) per City Standards and approval. This Plan notes that the following Woodland Replacement Tree Material will be provided on-site:

- 31 – 2 ½" caliper deciduous trees;
- 29 – 12' evergreen trees;
- 29 – 14' evergreen trees.

The proposed deciduous tree species all appear to be acceptable per the City's Woodland Tree Replacement Chart (swamp white oak, sugar maple, red maple, American sweetgum, northern hackberry, and bur oak).

The applicant has proposed both 12' and 14' tall white spruce and black hills spruce (*Picea glauca* 'densata'). It should be noted that the black hills spruce is not a species approved by the City for Woodland Replacement.

In addition, per the Landscape Design Manual Section 3.c.(2) no additional Woodland Replacement credits can be gained by using larger plant material than those specified in the table 3.c.(1). As a rule, the standard woodland replacement tree credits listed on the Woodland Replacement Chart in Section 37 must be used, including the 1.5 trees : 1 Woodland Credit evergreen ratio. All deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and count at a 1-to-1 replacement ratio. Based on this requirement, it appears as if the Plan is currently proposing 31 deciduous replacement trees (providing 31 credits at 1:1 replacement ratio) and 58 coniferous replacement trees (will provide 38.6 credits at 1.5:1 replacement ratio). As such, the plan appears to provide for a total of 69.6 Woodland Replacement Credits (as opposed to the 107 credits noted in the *Woodland Tree Replacement Summary*). The "upsizing" of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi. As such acceptable replacement evergreen trees shall be provided at a 1.5:1 replacement ratio. The applicant should review and revise the calculations on the Plan and the tree replacement plant list as necessary.

**City of Novi Woodland Review Standards and Woodland Permit Requirements**

Based on Section 37-29 (*Application Review Standards*) of the City of Novi Woodland Ordinance, the following standards shall govern the grant or denial of an application for a use permit required by this article:

*No application shall be denied solely on the basis that some trees are growing on the property under consideration. However, the protection and conservation of irreplaceable natural resources from pollution, impairment, or destruction is of paramount concern. Therefore, the preservation of woodlands, trees, similar woody vegetation, and related natural resources shall have priority over development when there are location alternatives.*

In addition,

*"The removal or relocation of trees shall be limited to those instances when necessary for the location of a structure or site improvements and when no feasible and prudent alternative location for the structure or improvements can be had without causing undue hardship".*

There are a significant number of replacement trees required for the construction of the proposed development. While, the overall ecological values of the existing woodlands cannot be immediately replaced through the planting of woodland replacement trees, the applicant shall clarify whether all of the required Woodland Replacement tree credits will be provided on-site or if a portion will be paid into the City of Novi Tree Fund.

#### **Woodland Comments**

Please consider the following comments when preparing subsequent site plan submittals:

1. A Woodland Permit from the City of Novi would be required for proposed impacts to any trees 8-inch diameter-at-breast-height (DBH) or greater and located within an area designated as City Regulated Woodland, or any tree 36-inches DBH regardless of location on the site. Such trees shall be relocated or replaced by the permit grantee. All deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and all coniferous replacement trees shall be six (6) feet in height (minimum). All Woodland Replacement trees shall be species that are listed on the City's Woodland Tree Replacement Chart (attached).
2. The applicant has proposed both 12' and 14' tall white spruce and black hills spruce (*Picea glauca densata*). It should be noted that the black hills spruce is not a species approved by the City for Woodland Replacement. Please review and revise the Plan as necessary based on the attached Woodland Tree Replacement Chart.
3. The "upsizing" of Woodland Replacement trees for additional Woodland Replacement credit is not supported by the City of Novi. As such acceptable replacement evergreen trees shall be provided at a 1.5:1 replacement ratio. The applicant should review and revise the calculations on the Plan and the tree replacement plant list as necessary.
4. A Woodland Replacement Performance financial guarantee for the planting of replacement trees will be required. This financial guarantee will be based on the number of on-site woodland replacement trees (credits) being provided at a per tree value of \$400. This financial guarantee will be calculated based on the following:

Number of on-site Woodland Replacements x \$400/replacement credit x 1.2).

This financial guarantee will be \$35,200 (88 Woodland Replacements required x \$400/credit).



Based on a successful inspection of the installed on-site Woodland Replacement trees, the original Woodland Financial Guarantee shall be returned to the Applicant. Twenty-five percent (25%) of the value of the Woodland Replacement material shall be kept for a period of 2-years after the successful inspection of the tree replacement installation as a *Woodland Maintenance and Guarantee Bond*.

5. The Applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site.
6. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual*.
7. The Applicant shall provide preservation/conservation easements as directed by the City of Novi Community Development Department for any areas of remaining woodland and woodland replacement trees. The applicant shall demonstrate that the all proposed woodland replacement trees and existing regulated woodland trees to remain will be guaranteed to be preserved as planted with a conservation easement or landscape easement to be granted to the city. This language shall be submitted to the City Attorney for review. The executed easement must be returned to the City Attorney within 60 days of the issuance of the City of Novi Woodland permit.

**Recommendation**

ECT recommends approval of the Concept Plan for woodlands with the condition that the Applicant satisfactorily address the items noted in the "Comments" section of this letter at the time of Preliminary Site Plan submittal.

If you have any questions regarding the contents of this letter, please contact us.

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**

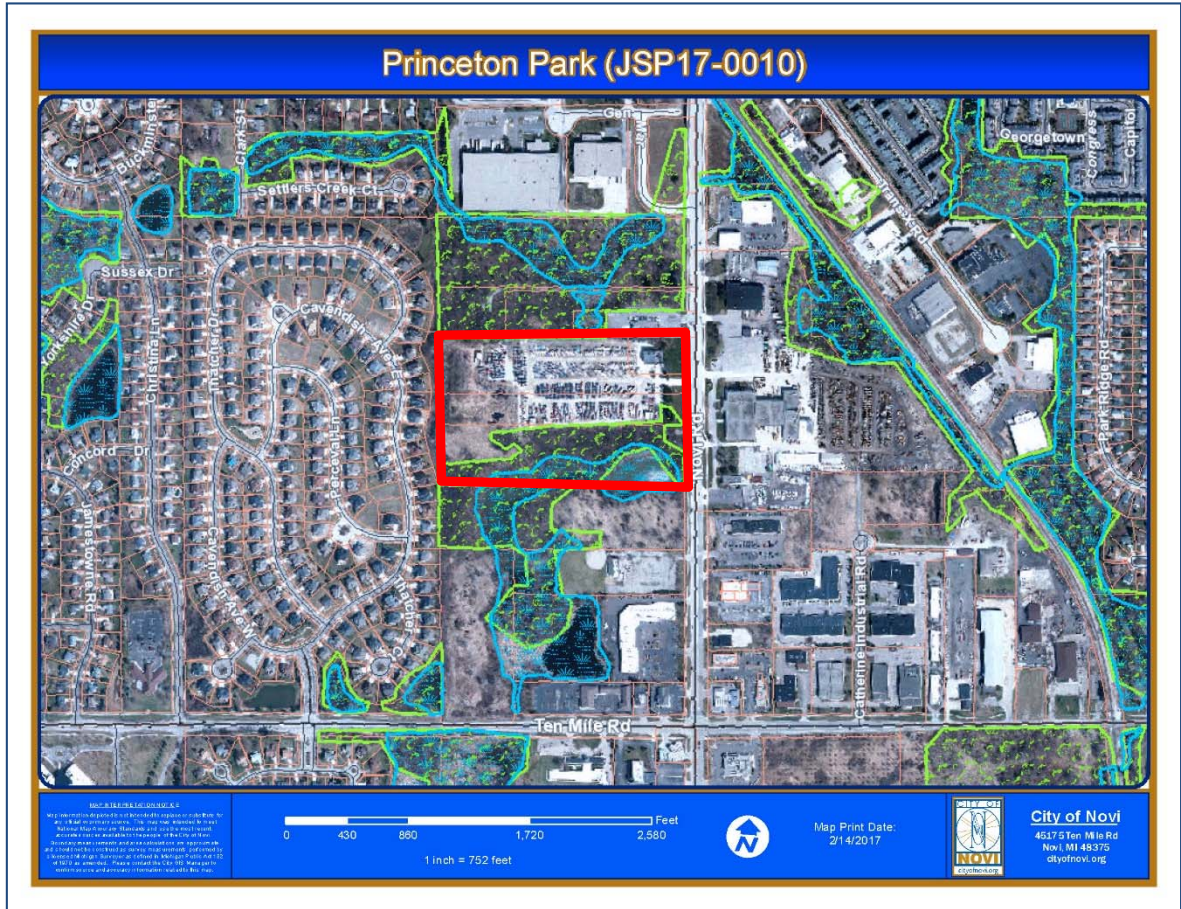


Pete Hill, P.E.  
Senior Associate Engineer

cc: Sri Komaragiri, City of Novi Planner  
Richelle Leskun, City of Novi Planning Assistant  
Rick Meader, City of Novi Landscape Architect  
Kirsten Mellem, City of Novi Planner

Attachments: Figure 1 – City of Novi Regulated Wetland and Woodland Map  
Woodland Tree Replacement Chart  
Site Photos

Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate project area is highlighted in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue).



### Woodland Tree Replacement Chart

(from Chapter 37 Woodlands Protection)

(All canopy trees to be 2.5" cal or larger, evergreens as listed)

Common Name	Botanical Name
Black Maple	Acer nigrum
Striped Maple	Acer pennsylvanicum
Red Maple	Acer rubrum
Sugar Maple	Acer saccharum
Mountain Maple	Acer spicatum
Ohio Buckeye	Aesculus glabra
Downy Serviceberry	Amelanchier arborea
Yellow Birch	Betula alleghaniensis
Paper Birch	Betula papyrifera
American Hornbeam	Carpinus caroliniana
Bitternut Hickory	Carya cordiformis
Pignut Hickory	Carya glabra
Shagbark Hickory	Carya ovata
Northern Hackberry	Celtis occidentalis
Eastern Redbud	Cercis canadensis
Yellowwood	Cladrastis lutea
Beech	Fagus sp.
Thornless Honeylocust	Gleditsia triacanthos inermis
Kentucky Coffeetree	Gymnocladus dioica
Walnut	Juglans sp.
Eastern Larch	Larix laricina
Sweetgum	Liquidambar styraciflua
Tuliptree	Liriodendron tulipifera
Tupelo	Nyssa sylvatica
American Hophornbeam	Ostrya virginiana
White Spruce_(1.5:1 ratio) (6' ht.)	Picea glauca
Black Spruce_(1.5:1 ratio) (6' ht.)	Picea mariana
Red Pine	Pinus resinosa
White Pine_(1.5:1 ratio) (6' ht.)	Pinus strobus
American Sycamore	Platanus occidentalis
Black Cherry	Prunus serotina
White Oak	Quercus alba
Swamp White Oak	Quercus bicolor
Scarlet Oak	Quercus coccinea
Shingle Oak	Quercus imbricaria
Burr Oak	Quercus macrocarpa
Chinkapin Oak	Quercus muehlenbergii
Red Oak	Quercus rubra
Black Oak	Quercus velutina
American Bladdernut	Staphylea trifolia
Bald Cypress	Taxodium distichum
American Basswood	Tilia americana
Hemlock (1.5:1 ratio) (6' ht.)	Tsuga canadensis

*Site Photos*



**Photo 1.** Looking west at area of regulated woodland just north of Wetland Area #1 on the south side of the site (ECT, February 21, 2017).



**Photo 2.** Looking south at area of regulated woodland just north of Wetland Area #1 on the south side of the site (ECT, February 21, 2017).



AECOM  
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 Southfield  
 MI, 48034  
 USA  
 aecom.com

**Project name:**  
 PSP17-0014 Princeton Park Concept Traffic Review

**From:**  
 AECOM

**Date:**  
 March 3, 2017

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

**CC:**  
 Sri Komaragiri, Kirsten Mellem, George Melistas,  
 Theresa Bridges, Richelle Leskun, Darcy Rechten

# Memo

**Subject:** Princeton Park Concept Traffic Review

## GENERAL COMMENTS

1. The applicant, Pulte Homes of Michigan, LLC, is proposing a multi-family residential community located on a 24-acre parcel located on the west side of Novi Road, north of 10 Mile Road and south of Grand River Avenue. The parcel is currently being used for vehicle storage. The development will consist of 129 three-bedroom units.
2. The parcel is currently under OS-1 (Office Service) zoning. However, the developer is using the City's planned rezoning overlay (PRO) option in order to allow for a multi-family housing use (RM-1 zoning).
3. Novi Road is under the jurisdiction of the Road Commission for Oakland County.

## TRAFFIC IMPACTS

1. AECOM performed an initial trip generation estimate based on the ITE Trip Generation Manual, 9<sup>th</sup> Edition, as follows:

ITE Code: 230 (Residential Townhouses/Condominiums)

Development-specific Quantity: 129 dwelling units

Zoning Change: Planned Rezoning Overlay (PRO) from OS-1 to RM-1. The existing land-use of the parcel is vehicle storage. Information to estimate the existing number of trips to and from the parcel is unavailable; however, the traffic impacts incurred from the existing development are expected to be negligible.

Trip Generation Summary			
	City of Novi Threshold	Estimated Trips	Analysis
<b>AM Peak-Hour, Peak-Direction Trips</b>	100	53	Fitted Curve Equation

<b>PM Peak-Hour, Peak-Direction Trips</b>	100	50	Fitted Curve Equation
<b>Daily (One-Directional) Trips</b>	750	803	Fitted Curve Equation

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

Traffic Impact Study Recommendation	
Type of Study	Justification
Traffic Impact Study	The applicant has provided a TIS dated 2/6/2017. The TIS will be reviewed separately and comments will be provided in a separate letter to the City and developer.

## EXTERNAL SITE ACCESS AND OPERATIONS

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

- The applicant has proposed an entrance in alignment with the Michigan CAT construction equipment driveway on the west side of Novi Road.
- The driveway design is generally compliant with City standards; however, the following items were areas of concern:
  - The island nose offset was not provided. Please provide dimensions in future submittals.
  - The island length (116') was greater than the maximum allowable length. Please update to be between 30' and 100'.**
  - See Figure IX.3 in the City of Novi Code of Ordinances for further information on boulevard dimension guidance.
- The applicant has provided an exclusive right turn lane into the development. The applicant is also required to provide an exiting taper out of the development.**
- The applicant has indicated that sight distance is expected to exceed the City's minimum required distance; however, the sight distance measurements were calculated from 15' from the edge of pavement, while the City requires such measurements to be taken from 20' from the edge of pavement. The applicant should re-measure sight distances from the correct location in accordance with Figure VIII-E in the City of Novi Code of Ordinances.
- Based upon an estimation that the two driveways on the west side of Novi Road located to the north and south of the proposed driveway generate less than 400 trips per peak hour, driveway spacing requirements are in compliance with City standards.
- The applicant has provided an emergency access path to the development, which is also located off of Novi Road. The following are areas of concern with regard to the proposed emergency access path:
  - The applicant is proposing turf pavers for the emergency access path. The use of turf pavers shall be approved by the fire Marshal.
  - The emergency route is also a shared pedestrian path. While the emergency access route is not intended to be used often, the safety of the pedestrians may be a concern.
  - Emergency vehicles would be required to access the emergency path by mounting the curb on Novi Road and then crossing over several sidewalks to gain access to the main roadway within the site. If the sidewalks and curbs are not designed to support the weight and operation of an emergency vehicle, they

- may become damaged. The design of the infrastructure components should be reviewed and updated accordingly to satisfy the needs of the emergency access route.
- d. A gate is required near the entrance to the emergency path.
  - e. The applicant should strongly consider paving the emergency access path in its entirety due to the aforementioned concerns.
7. The proposed driveway is located approximately 185 feet south of the stop bar for northbound Novi Road traffic at the signalized intersection with the U.S. Post Office. The impacts of this should be discussed within the TIS.

## INTERNAL SITE OPERATIONS

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

1. General Traffic Flow
  - a. **The minimum horizontal curve radius is required to be 100 feet.**
  - b. On-street parking shall be restricted using signage in areas with curve radii less than 230 feet.
2. Parking Facilities
  - a. The development has proposed a two-car garage with each unit in addition to a minimum 20'x19.17' driveway.
  - b. The applicant is required to provide one bicycle parking space for every five dwelling units, totaling 26 bicycle parking spaces. The applicant has provided seven bicycle parking areas with four spaces each totaling 28 bicycle parking spaces.
  - c. The bicycle parking lot layout detail is in compliance with City standards.
  - d. The applicant should indicate whether on street parking will be permitted and any "no parking" areas, as applicable.
3. The roadway width is in compliance with City standards
4. Sidewalk Requirements
  - a. Provide dimensions for sidewalk width throughout the development.
  - b. Update the sidewalk ramp and detectable warning detail R-28-I to R-28-J.
  - c. **The applicant has requested a deviation from the requirement to provide sidewalk on both sides of a roadway. AECOM does not support the deviation.**
  - d. **The outside edge of the sidewalk shall be a minimum of 15 feet from the back of curb. Based on discussions with the City, a deviation to provide a minimum of 7.5 feet from the back of curb to the edge of sidewalk would be supported.**
  - e. The applicant should provide ramps on the receiving end of the sidewalk across from which other sidewalk ramps are proposed.
  - f. The applicant should provide sidewalk ramps at the T-intersection to provide a crossing area at the intersection.
  - g. The applicant could consider providing crosswalks at main crossings on the ring road.
  - h. The developer is proposing a pathway connecting the proposed subdivision with the subdivision to the west and Novi Road.
5. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices. The following is a discussion of the proposed signing.
  - a. In future submittals, include a signing quantities table with any applicable details. The proposed stop signs in this submittal have been noted.

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

Sincerely,

**AECOM**

Memo

A handwritten signature in blue ink, appearing to read "Sterling Frazier".

Sterling J. Frazier, E.I.T.  
Reviewer, Traffic/ITS Engineer

A handwritten signature in blue ink, appearing to read "Matthew G. Klawon".

Matthew G. Klawon, PE  
Manager, Traffic Engineering and ITS Engineering Services





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

**Project name:**  
JSP17-0010 Princeton Park Traffic Impact Study  
Review

**From:**  
AECOM

**Date:**  
March 3, 2017

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

**CC:**  
Sri Komaragiri, Kirsten Mellem, George Melistas,  
Theresa Bridges, Richelle Leskun, Darcy Rechten

# Memo

**Subject:** Princeton Park Traffic Impact Study Review

## General Comments

1. The applicant, Pulte Homes of Michigan, LLC, is proposing a multi-family residential community located on a 24-acre parcel located on the west side of Novi Road, north of 10 Mile Road and south of Grand River Avenue. The parcel is currently being used for vehicle storage. The development will consist of 129 three-bedroom units. However the impact study was performed for 130 three-bedroom units. AECOM is comfortable accepting the TIS results using 130 units as it is a more conservative approach and the difference in impact should be negligible.
2. The site will be accessed via one driveway to Novi Road.
3. Novi Road is under the jurisdiction of the Road Commission for Oakland County (RCOC).
4. The impact study identifies the impacts at the following locations:
  - a. Novi Road and Post Office Drive/Michigan CAT Power Systems Driveway
  - b. Novi Road and Michigan CAT Construction Equipment North Drive
  - c. Novi Road and Michigan CAT Construction Equipment South Drive
  - d. The proposed site access driveway
5. The proposed site driveway offset distance with the U.S. Post Office driveway are in compliance with the City's commercial driveway spacing requirements
6. A right turn deceleration taper for southbound Novi Road traffic is warranted at the site driveway.
7. The study should describe how the proposed signal timing and optimization changes will affect the existing, background, and future delay and queueing at the site driveway and the Michigan CAT Equipment north driveway.
8. The site is currently zoned as OS-1 and will require a zoning change. The impact study should include analysis and results indicating the potential impacts for the maximum building size that is permitted under OS-1 zoning. The traffic impacts for the maximum building size permitted under OS-1 zoning shall then be compared to the proposed site's trip generation estimates and traffic impacts.

## Data Collection

1. Turning movement counts were collected on Wednesday, December 14, 2016 from 7:00-9:00AM and 4:00-6:00PM at each study intersection.

2. Existing lane use, traffic control, and signal timing were obtained from RCOC.

## Existing Conditions

1. Several minor street approaches and turning movements at the study intersections currently operate below level of service (LOS) D during both peak periods.
2. A queueing analysis determined that significant queueing was not observed during the peak periods at minor street approaches.
3. Reducing the cycle length from 120 seconds to 60 seconds and the optimization of splits at Novi Road and Post Office Drive/Michigan CAT Power Systems Driveway is expected to improve the existing LOS to acceptable conditions at the signalized intersection. However, the following should be considered before any changes are made:
  - a. The study does not address how the cycle length and split optimization affects the two study intersections located south of the signal, primarily the approaches at the site development driveway and the Michigan CAT Equipment north driveway.
  - b. The reduction of the cycle length may improve the side street delays at the post office/CAT main driveway; however, further analysis would need to be conducted to determine the impact of the changes to the upstream and downstream signalized intersections to review how the corridor progression would be affected by the change.
  - c. The proposed cycle length change does not address development-generated impacts, but rather existing condition operations. At this time, the development is not indicating detrimental impacts to Novi Road and the approaches of concern should be contained within the site driveway and the CAT driveway(s), which is relatively consistent with existing conditions.

## Background Conditions

1. The study assumes a background traffic growth rate of 1%. The study states that the build-out year is 2019; however, in the calculation of background traffic and the right-turn taper analysis the study uses a build-out year of 2021.
2. There were not any background developments that were identified near the study area.
3. The existing traffic volumes were multiplied with a growth rate of 1% over five years (2021). The resulting background traffic volumes were then balanced. The study text should be updated to include a buildout year of 2021 instead of 2019. Also, provide text that indicates that existing driveway volumes are not expected to increase or decrease and will not be multiplied by the growth rate.
4. Reducing the cycle length from 120 seconds to 60 seconds and the optimization of splits at Novi Road and Post Office drive/Michigan CAT Power Systems driveway is expected to raise the background LOS to acceptable conditions at the signalized intersection. However, the study does not address how the cycle length and split optimization affects the two study intersections located south of the signal, primarily the approaches at the site development driveway and the Michigan CAT Equipment north driveway, or the up- and downstream signalized intersections and corridor progression.

## Trip Generation and Future Analysis

1. The study uses ITE code 230 (Residential Condominiums/Townhouse) for 130 dwelling units in order to estimate the site trip generation forecast. The study estimates that the development will generate 808 trips per day with 64 and 75 trips for the AM and PM peak hours respectively.
2. The trip distributions calculated in the site trip distribution table (Table 6) are acceptable based on the methodology described in the study.

Memo

3. Reducing the cycle length from 120 seconds to 60 seconds and the optimization of splits at Novi Road and Post Office Drive/Michigan CAT Power Systems Driveway is expected to raise the future LOS to acceptable conditions at the signalized intersection. However, the study does not address how the cycle length and split optimization affects the two study intersections located south of the signal, primarily the approaches at the site development driveway and the Michigan CAT Equipment north driveway, or the up- and downstream signalized intersections and corridor progression.
4. While the added delay to the roadway network from existing conditions may seem significant, the added delay is primarily isolated to the site driveway and the Michigan CAT Power Systems Driveway adjacent to the site driveway.

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

Sincerely,

**AECOM**



Sterling J. Frazier, E.I.T.  
Reviewer, Traffic/ITS Engineer



Matthew G. Klawon, PE  
Manager, Traffic Engineering and ITS Engineering Services



February 29, 2017

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

Attn: Ms. Barb McBeth – Director of Community Development

Re: **FACADE ORDINANCE REVIEW**  
**Princeton Park, PRO Concept Plan, PSP17-0014**  
 Façade Region: 1, Zoning District: OS-1

Dear Ms. McBeth:

The following is the Façade Review of the conceptual elevations provided by the Pulte Group for compliance with the Façade Ordinance, Section 5.15. This submittal includes colored renderings of the front facades (see attached copies) and floor plans for two models. Drawings of the side and rear elevations and material callouts for all facades were not provided. The color sample board required by Section 5.15.4.D of the Façade Ordinance was not provided. The percentages of materials listed below are based solely on visual interpretation of the renderings.

Unit A	Front	Rear	Side	Side	Ordinance Maximum (Minimum)
Stone or Brick	<b>8%</b>	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	100% (30% Min)
Horizontal Siding	45%	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	50% (Note 11)
Asphalt Shingles	<b>32%</b>	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	25%
Wood Trim	15%	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	15%

Unit B	Front	Rear	Side (Entrance)	Rear Concealed Units	Ordinance Maximum (Minimum)
Stone or Brick	<b>5%</b>	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	100% (30% Min)
Horizontal Siding	20%	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	50% (Note 11)
Shake Siding	17%	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	50%
Asphalt Shingles	<b>43%</b>	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	25%
Wood Trim	15%	<b>N.P.</b>	<b>N.P.</b>	<b>N.P.</b>	25%

**Recommendation:** We are unable to make a determination as to the degree of compliance with the Façade Ordinance due to a lack of information. The applicant should provide the following information. Please refer to Section 5.15.4 of the Ordinance for specific requirements;

1. Scaled drawings of the front, side and rear elevations with all proposed materials clearly identified.
2. Scaled floor plans for all models and options.
3. Façade material sample board indicating the color and texture of all materials identified on the elevations.

The elevations provided appear to deviate significantly from the requirements of the Façade Ordinance. For example, the Ordinance requires that all facades have a minimum of 30% brick or stone. It appears that less than 10% is provided. Although Section 5.15.9 the Ordinance allows deviations from the strict application of the percentages, we would strongly recommend that the minimum amount of brick or stone be provided. This can generally be achieved by extending brick or stone up to the second floor belt line on all facades.

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

Sincerely,  
DRN & Associates, Architects PC



Douglas R. Necci, AIA

Attachment;  
Copy, Units A & B



Exterior front rendering



Front Elevation

Unit B  
Applecross Phase 5B  
TND2 Conditional Use Application



February 16, 2017

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center  
Kirsten Mellem- Plan Review Center

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Gwen Markham

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Wayne Wrobel

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**City Manager**  
Pete Auger

**Director of Public Safety  
Chief of Police**  
David E. Molloy

**Director of EMS/Fire Operations**  
Jeffery R. Johnson

**Assistant Chief of Police**  
Erick W. Zinser

**Assistant Chief of Police**  
Jerrod S. Hart

RE: Build a multi-tenant subdivision off of Novi road north of Ten Mile.

PSP# 17-0014

**Project Description:**

Build a 26 building, multi-tenant structure on a 24 acre parcel of land.

**Comments:**

- If you are using grass pavers for the emergency access road, **MUST** show at all times of the year the edge of the access road.
- **MUST** keep access road cleared at all times of the year to include snow removal.

**Recommendation:**

Sincerely,

Kevin S. Pierce-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



February 6, 2017  
**March 21, 2017 (Revised)**

Ms. Sri Komaragiri  
**City of Novi – Planning Department**  
45175 West Ten Mile Road  
Novi, Michigan 48375

Re: Pulte Homes, Princeton Park  
Planned Rezoning Overlay (PRO) Submittal Package  
JSP 16-72

Dear Ms. Komaragiri,

We are pleased to present to you a proposed “for sale” attached single family homes residential development by Pulte Homes of Michigan. Please accept this letter document, accompanying plans, and supplemental information as the Conceptual PRO submittal for our client’s Princeton Park development. We are providing these revised plans in response to the City’s initial review of the PRO package for your distribution and further review in preparation of the Master Planning and Zoning Committee meeting.

#### **PROJECT OVERVIEW**

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Princeton Park is an exclusive 125 unit residential community located on an approximate 24-acre parcel in Section 22 in the City of Novi, Oakland County, Michigan. The proposed parcel is located on the west side of Novi road, north of 10 Mile Road and south of Grand River Avenue. The property is being acquired and to be developed by land developer and homebuilder, Pulte Homes. The subject parcel is currently zoned OS-1 (Office Service) and is being used as vehicle storage lot. The subject parcel contains woodlands and an open body of water to the south. The open body of water and the higher quality woodland trees are to be preserved with the proposed development. The development is planned to be constructed in two phases.

The development will utilize the City's Planned Rezoning Overlay (PRO) development option to allow for a “for sale” attached single family homes housing use under the RM-1 (Low-Density Multiple-Family) zoning overlay. The applicant would also be open to rezoning the property under the RM-2 designation at the discretion of the City to eliminate the density deviations listed below. Large landscape buffers will be provided on the sides of the development buffering the property from the adjacent uses and significant amenities will be provided throughout the development. A large portion of a key city connector pathway in accordance with the City of Novi’s Non-Motorized Master Plan is proposed to be constructed by the applicant as a public benefit for the project. This connector would provide a walkable distance connection from the development and the downtown area at Grand River.

The development will contain private roads and is also proposed to be served by public sewer and water located within the Novi Road right-of-way. These public utilities will have the capacity to serve the development. Storm water management is proposed to be addressed through the construction of a detention basin at the frontage of the property, strategically located to act as a large natural buffer from the Novi road right-of-way. The detention pond will be designed in accordance with the City's requirements for 100-year detention.

## PROJECT TEAM

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Pulte Homes of Michigan – Developer

Atwell – Survey, Land Planning, Engineering and Wetlands

Felino Pascual & Associates – Landscape Architecture and Woodlands

Flies and Vanderbrink – Traffic

## MASTER PLAN ANALYSIS

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According to the 2016 update to the City of Novi Master Plan, population and business continued to grow in Novi through the recession unlike other communities in southeastern Michigan. Although Novi continued to see substantial housing growth during and after the recession, an increasing share of the City's residents and larger market wanted a different housing pattern for the future. It would appear through the various housing analyses done throughout the Master Plan, that smaller units, clustered together, could potentially be added in well-chosen locations in the City to satisfy that need. Not only does this type of housing describe the proposed development, but other components of the Master Plan call out specific factors that appear to support the proposed PRO, and are discussed below.

The Master Plan goals as referenced from the City of Novi 2016 Master Plan Update are to “Provide a wide range of housing options. Attract new residents to the City by providing a full range of quality housing opportunities that meet the housing needs of all demographic groups including but not limited to singles, couples, first time home buyers, families and the elderly. Provide residential developments that support healthy lifestyles; ensure the provision of neighborhood open space within residential developments”.

The Master Plan calls for the continued diversification of Novi's housing stock to offer a greater variety of sizes, forms, price points, ownership and tenant models, and configurations. By looking toward parcels of land within the City that have redevelopment potential and cross referencing them with components that address the current needs and desires of a changing population, the proposed development allows the City to address areas of need without compromising the rural character of its larger lot areas. The concentration of denser forms in a specific area, such as the subject parcel, also ensures the proximity to shopping and employment centers that support the Master Plan's action items that address alternative transportation such as walking or biking to work. The City of Novi can boast of thriving single-family neighborhoods, but alternatives to that are few and far between particularly in study areas like the Grand River Corridor and Town Center District which are very close to the subject parcel. Housing types that can serve alternative segments of the population such as millennials and young families are part of the type of diversification called for within the future land use in the Master Plan. The proposed development addresses this missing alternative.

There are several goals and objectives listed in the Master Plan which would be addressed by this proposed development. These are as follows:

- Provide a wide range of housing options to attract a diverse population: The development proposes a “for sale” attached single family homes product that will attract a variety of demographics. Alternative housing that will fit the low-maintenance needs of age groups such as millennials and young families and attribute to a wide range of housing options.
- Redevelopment potential of property: The existing property use is an unsightly vehicular storage lot.

- Strategic Residential Location: The site is located south of the Grand River Corridor and within walkable proximity to Town Center District and Novi Road activity center, offering employment centers, shopping, area wide circulation systems.
- Promote Economic Development: The residential use is more constant with actual market demand for the specific property. There is very limited demand for quality office or retail developments for the mid-block site. Numerous commercial and retail developers were contacted and declined opportunity to develop the site. Refer to the enclosed letters.
- Oversaturation of Office Space Inventory: The Master Plan speaks to an oversaturation of office space and the need to remedy current vacant office space within the City. Rezoning for a residential use from an office/retail use that the current zoning would prevent contributing to the oversaturation of office space.
- Preservation of Natural Resources: The proposed plan has been modified from its initial layout to preserve the on-site wetlands to the south and west in addition to preserving the higher quality woodland areas and limited disturbance to the steep slopes of the south.
- Provide for a Master Planned Neighborhood Connector: The developer is proposing to coordinate and work with the City to provide a key neighborhood pedestrian connection for the development and the adjacent developments out to Novi Road. This connector is part the City's non-motorized transportation Master Plan.
- Maintain High Quality Architecture And Design Throughout The City: Pulte Homes is known for its attractive residential developments and is looking to expand on selling quality homes in the City that will contribute positively to the City's image.

## **PUBLIC BENEFITS FOR REZONING**

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The requested RM-1 zoning, with a PRO Development Agreement would be in the public's best interest when compared to development that could occur under the site's current zoning. As required with all PRO requests, we offer the following public benefits with the PRO project;

- Redevelopment Potential of Property: Removal of unsightly vehicular storage and improvement to storm water treatment and storage. The current parking lot drains direct to the south waterbody.
- Increased Buffers to West: The development proposes an approximately 160 feet setback to the nearest residential unit to the west and natural wetlands and trees along the property line are being preserved to the greatest extent possible.
- Strategic Residential Location: The development is located within walkable distance to the south of the Grand River Corridor and within proximity to Town Center District.
- Providing Alternative Housing: The product proposed with the development will fit the low-maintenance needs of age groups at the younger end of the spectrum, including millennials and young families.

- **Preservation of natural features:** The proposed development layout has been modified to preserve the on-site wetlands to the south and west of the site in addition to preserving the higher quality woodland areas and limited disturbance to the steep slopes of the south. In particular, special attention was provided to saving the only higher quality trees located on the south west corner of the site.
- **Site Amenities:** The development proposes a number of community pocket parks, a play scape area, and public gathering spaces with a scenic overlook to the existing on-site wetlands. These amenities will provide opportunities for social and passive recreation interaction at these pedestrian nodes.
- **Neighborhood Connector:** The developer is proposing to coordinate and work with the City to provide a large portion of a key neighborhood pedestrian connection for the development and the adjacent developments out to Novi Road. This connector is part the City’s non-motorized transportation Master Plan.

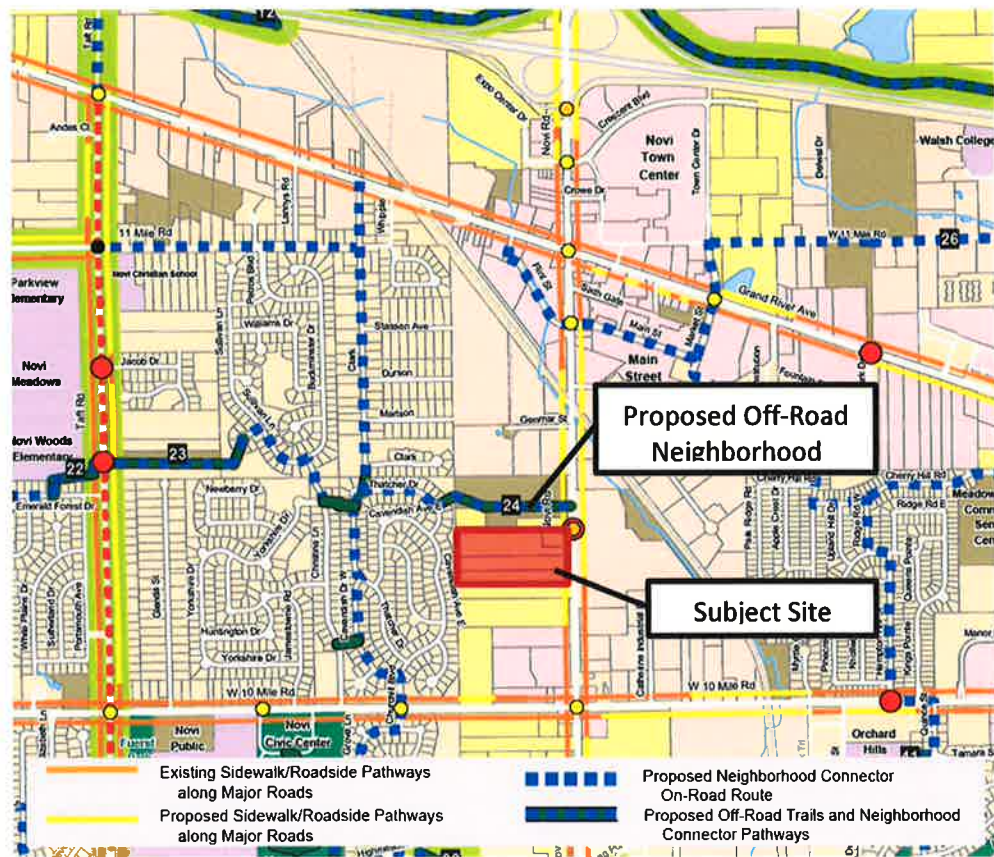


FIGURE 1 – Proposed Neighborhood Connector Pathway  
 (Image Referenced From City Of Novi Non-Motorized Master Plan 2011)

In addition to this master plan and public benefits for rezoning analysis, please also refer to the **supplemental analysis letter prepared by CIB Planning** which speaks to additional rezoning justification and public benefits proposed under the City’s PRO process.

## REQUESTED ORDINANCE DEVIATIONS

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The following deviations from the proposed City Zoning Ordinance overlay are being requested as a condition of the Planned Rezoning Overlay (PRO). These are being requested to preserve the natural features on site, provide for additional screening, while also creating an appropriate density and Townhome character such as is proposed with Princeton Park.

	<u>RM-1 Ordinance Requirements</u>	<u>Requested Deviation</u>
• North Side Setback (3.17.D)	75 feet	40 feet (Existing OS-1: 15 feet)
• Net Density (3.8.1.C)	10.9 to 5.4 DU/acre (1 to 3 bedroom)	6.4 DU/acre (3 bedroom)
• Number of Rooms (3.8.1.A)	423 rooms	500 rooms
• Stub Street (4.04)	Secondary stub road to property	No stub road provided*
• Sidewalk location (Eng 7.4.2.C.1)	15 feet separation from road	7.5 feet*
• Building Orientation (3.8.2.D)	Min. 45 degree along perimeter	Less than 45 degree*

\* = *staff supported deviation*

We look forward to your earliest review of this development and rezoning proposal. For your record, in addition to the previous submitted documents, included with this re-submittal are the following documents:

- One (1) signed site plan revision application
- Seven (7) copies of the PRO concept plans, signed & sealed
- One (1) copy of the response letter to the PRO addressing the planning review comments
- One (1) copy of the response letter to the PRO addressing the engineering review comments
- One (1) copy of an additional master plan and rezoning analysis by CIB Planning

It is noted that the concept plan is recommended for approval by the landscaping, wetlands, woodlands, traffic, and fire review disciplines. Direct responses to comments from these disciplines are not included within this specific re-submittal, but the applicant will continue to work with the City to address the remaining comments from these disciplines and respond to each of the noted comments with the submittal of the Preliminary Site Plan, including a revised traffic impact study report. The required rezoning sign is shown on the concept plans and will be coordinated prior to the future Planning Commission meeting. Scaled building elevation drawings, floor plans, and a façade material sample will be provided with supplemental submittals for review when these documents are completed. It is the applicant's intent to comply with the building façade requirement to have a minimum of 30% brick or stone.

Thank you for your assistance and cooperation with respect to this project. If you should have any questions or need any additional information, please contact us.

Sincerely,

**ATWELL, LLC**



Matthew W. Bush, PE, LEED AP  
Project Manager / Engineer



March 21, 2017

Sri Komaragiri, Planner  
City of Novi  
45175 10 Mile Road  
Novi, Michigan 48375

RE: *Planning Review*  
*JSP 17-10 Princeton Park (18.717)*

Thank you for provided your review and feedback for the above referenced project. We have revised the plans in accordance with your zoning review letter dated February 23, 2017. For your use, below are our responses on how we have addressed or plan to address each of the comments in your letter comment matrix.

**Zoning and Use Requirements:**

1. Planning Commission recommendation & City Council approval PRO Concept Plan – City Council approval PRO agreement – Site Plan or Plat normal approval process.  
**Response:** Noted.
2. The proposed rezoning category would allow multi-family uses.  
**Response:** Noted.
3. Indicate if phasing is proposed or anticipated.  
**Response:** The development is planned to be constructed in two phases. This has been noted in the narrative and the one phase and stated in the narrative letter.

**Planned Rezoning Overlay Document Requirements:**

1. Rezoning signs will need to be erected along the property's frontage in accordance with submittal requirements and in accordance with the public hearing requirements for the rezoning request. The signs should be erected no later than 15 days prior to the scheduled public hearing. Provide a plan that indicates the requested information.  
**Response:** Rezoning sign will be erected in accordance with the City requirements. Rezoning sign location has been shown on the layout plan.
2. Provide square footage and an open spaces plan to provide clarity and verify conformance. The Open space plan can be a small inset at a smaller scale with hatched areas similar to reference location map on LS-3 List the square footage for usable open space and unusable.  
**Response:** A small inset open space plan has been provided on the detail sheet. The site data table has been updated on the cover sheet. The proposed total open space and usable open space (areas must be greater than 50' wide) exceeds the required 25,000 square foot requirement based on 200 square feet per dwelling unit. The proposed credited open space no longer includes the detention basin areas.

3. Maximum % of lot area covered is 25%. This is considered a deviation.

**Response:** The current proposed building floor area and % of lot area coverage has been added to the Site Data table on the cover sheet. The total proposed building area coverage is 150,375 square feet, or 18% of the net property area, which is less than the required maximum of 25% coverage. Thus, a deviation is not required for this item.

4. List the proposed minimum building floor area per unit on layout plan under Site Data. This is considered a deviation.

**Response:** The current proposed building floor area per unit is 1,860 square feet, which exceeds the minimum floor area of 900 square feet for a 3 bedroom unit. The proposed building floor area per unit has been added to the site data table on the cover and note #9 added to the layout plan.

#### **Residential Building Setbacks:**

1. Indicate setbacks excluding decks. North setback is considered a deviation

**Response:** The proposed setbacks are dimensioned and shown on the layout plan. The proposed 40 foot side setback (decks now excluded from the proposed setback) has been listed on the proposed deviation list on the cover sheet. Additional dimensions from the proposed buildings to the property lines have been added.

#### **Parking Setbacks:**

1. Parking is provided in the garage and in front of the garage. Add a note that on-street parking is not proposed.

**Response:** Note #7 regarding on-street parking has been added to the layout plan.

#### **Note to District Standards:**

1. Distance between buildings. See Comments on Page 8.

**Response:** No building distance comments are noted on page 8 of the review. Refer to the revised building separation table on the layout plan.

#### **RM-1 and RM-2 Required Conditions:**

1. Total proposed number of rooms is exceeding the maximum number of rooms allowed for this property. This is considered a deviation.

**Response:** 500 rooms are proposed with the revised layout (125 units x 4 rooms). This deviation has been listed to the proposed deviation list on the cover sheet.

2. For the purpose of determining lot area requirements and density in a multiple-family district, a room is a living room, dining room or bedroom, equal to at least eighty (80) square feet in area. A room shall not include the area in kitchen, sanitary facilities, utility provisions, corridors, hallways, and storage. Plans presented showing one (1), two (2), or three (3) bedroom units and including a "den," "library," or other extra room shall count such extra room as a bedroom for the purpose of computing density.

**Response:** The units fall within the "3 or more bedrooms" category for computing density. This deviation is listed in the proposed deviation list on the cover sheet.

3. Where any multiple dwelling structure and/or accessory structure is located along an outer perimeter property line adjacent to another residential or nonresidential district, said structure shall be oriented at a minimum angle of forty-five (45) degrees to said property line. This is considered a deviation.  
**Response:** Noted. A 45 degree angle along the property lines is not feasible. A deviation is listed in the proposed deviation list on the cover sheet.
4. Label the width of all sidewalks on the plans. Sidewalks on one side are considered a deviation.  
**Response:** The plan was revised to have sidewalks on both sides. Refer to layout plan. The proposed sidewalks are 5 feet wide and dimensioned on the typical road cross section on the detail sheet.
5. All sidewalks shall comply with barrier free design standards. Add a note to the plan to verify conformance. Further review by the Building Department will take place prior to issuance of building permits.  
**Response:** Refer to note #4 on the layout plan.
6. Please include the calculations for buildings on either side of proposed private drive. Please add another column indicating proposed for City Building Separation Table.  
**Response:** The maximum required spacing scenario for two buildings across the private road from each other (two 6-plex buildings directly across from each other and parallel) would require a 69.3 foot separation. The buildings across from each other on either side of the private drive have at least a 93-foot separation or more due to the revised standard road section. This calculation has been added to the table and a note has been added beneath the separation table on the layout plan explaining this. A column for proposed spacing has been added to the table as requested. The units are also dimensioned in the layout plan.
7. Indicate that there will be no parking on the street.  
**Response:** Refer to note #7 on the layout plan.
8. Label the width of the sidewalk is this a deviation?  
**Response:** Refer to the road section detail on the detail sheet. The proposed sidewalk is 5 feet wide, which would not require a deviation.
9. Provide the layout plan as required.  
**Response:** The bike parking spaces are shown on the layout plan. Each location has been labeled on the layout plan for better clarity.

#### **Sidewalks and Other Requirements:**

1. Applicant should consider future connections to proposed City of Novi ITC trail along east of the property.  
**Response:** A connection to the walkway along the east property line is proposed.



2. Sidewalks are proposed on only one side of the proposed private drive. This is considered a deviation.

**Response:** Sidewalks are now shown on both sides of the road. This is no longer a requested deviation. Refer to the engineering review responses.

3. Applicant to work with engineering and DTE on the location and type of the fixtures are proposed in the right of way.

**Response:** Noted.

**Other Permits and Approvals / Other Legal Requirements:**

**Response:** Noted.

**Lighting and Photometric:**

1. A lighting and photometric plan is not required until Final site plan.

**Response:** Noted. A photometrics plan will be provided with the Final Site Plan submittal.

Please also find enclosed our engineering review comment response letter addressed to Darcy for direct responses on how we have addressed or plan to address each of the engineering review comments.

It is noted that the concept plan is **recommended for approval by the landscaping, wetlands, woodlands, traffic, and fire** review disciplines. Direct responses to comments from these disciplines are not included within this specific re-submittal, but **the applicant will continue to work with the City to address the remaining comments from these disciplines and respond to each of the noted comments with the submittal of the Preliminary Site Plan.**

Scaled building elevation drawings, floor plans for the models, and a façade material sample will be provided with supplemental submittals for review when these documents are completed. **It is the applicant's intent to comply with the building façade requirement to have a minimum of 30% brick or stone.**

Should you have any remaining questions or need anything else from us to help facilitate your review and approvals, please do not hesitate to contact me direct at (810) 923-6878.

Sincerely,  
**ATWELL, LLC**



Matthew W. Bush, P.E.  
Project Manager / Engineer



## CIB PLANNING

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March 20, 2017

Mr. Joe Skore  
Pulte Group  
100 Bloomfield Hills Parkway, Suite 140  
Bloomfield, Michigan 48304-290

**Subject:** **Princeton Park PRO Rezoning**, located on the west side of Novi Road, north of W. Ten Mile Road and south of Grand River Ave, approximately 24 acres.

Dear Mr. Skore:

At your request, we have reviewed the above request to rezone an approximate 24 acre parcel from OS-1, Office Service District to RM-1, Multi-Family Residential with a Planned Rezoning Overlay (PRO). The property is currently used primarily for the outdoor storage of automobiles and recreational vehicles. Proposed is the development of a 125 unit, attached townhouse project with a boulevard entry onto Novi Road, stormwater detention facilities, open space, an interconnected pathway system, a proposed off-site pedestrian pathway, and other site amenities. This letter is submitted as an evaluation of the appropriateness of the proposed rezoning request, understanding the future land use designation for the site is Community Office. Moreover, this letter is in response to the Planning Department request to elaborate on why this project meets the Objectives in the Master Plan and the benefits outweigh possible impacts from the change in use.

For the sake of conciseness, this letter will not re-state the existing land use, zoning, and master plan designation for the subject and surrounding sites. Instead, it will focus on the key factors that relate to implementation of the Goals and Objectives in the Master Plan. Based upon our review of the application and related materials, a visit to the site, and examination of the City of Novi Zoning Ordinance and Master Plan, we offer the following for your consideration:

### **ANALYSIS OF REQUEST**

The PRO Option is provided in the zoning ordinance to allow a change in zoning, with conditions, to provide greater public benefit, offsetting possible impacts from the change in land use. While the current Future Land Use designation of Community Office makes sense from a transitional use perspective, a more detailed examination of the site, market conditions, available land, and surrounding land uses indicates that the proposed townhouse development will prove more beneficial to the community.

**Site Conditions.** The southern 1/3 and western edge of the property have steep slopes and wetlands that restrict development to the area generally occupied by the storage facility. These same conditions limit the future development of the remaining area to the south that is also planned and zoned for office use. The result will be a project with small office buildings that lack exposure to Novi Road and are located mid-block, away from other anchor retail and office uses. As indicated in the supporting real estate letters, the market for mid-block commercial development is poor and it is unlikely that developers would take such a risk when better alternatives exist in the area.

**Competing Office Districts.** Just a short distance from the subject site is the area designated on the Future Land Use Map as Town Center Gateway. This key, vibrant location is designated for a mixture of uses, including office. Most prospective office users would be drawn to the Town Center location over the subject site. Likewise, the City West overlay along Grand River Ave., from Taft Road to Beck Road, indicates a planned mixture of uses including office. As with the Town Center, this area and the properties to the east on Grand River Ave. will be more attractive to office users given nearby anchor uses such as Providence Park and the Novi Town Center.

**Master Plan Goals and Objectives.** One of the Goals of the Master Plan is to “provide a wide range of attractive housing choices.” This is further supported by the corresponding Objective to “Attract new residents to the city by providing a full range of quality housing opportunities that meet the housing needs of all demographic groups including but not limited to singles, couples, first time home buyers, families, and the elderly.” These goals and objectives are supported by the Housing Plan section of the Master Plan with a good explanation of the “Missing Middle” housing. This term refers to “housing types that achieve medium-density yields and provide high-quality, marketable options between the scales of single-family homes and mid-rise flats for walkable urban living. They are designed to meet the specific needs of shifting demographics and the new market demand, and are a key component to a diverse neighborhood. They are classified as ‘missing’ because very few of these housing types have been built since the early 1940’s due to regulatory constraints.”

The proposed townhouse development not only meets the demand for “missing middle” housing, but also fills a specific niche in the market. A considerable amount of land in Novi is developed for single-family residential use and it is difficult for young families and even “millennials” to purchase property in Novi since available housing options are limited. The development of Princeton Park will help meet this demand and make new construction available to families with children.

**Lack of Available Sites.** Although areas in the city are designated for multiple-family development, few of them are vacant and available for townhouse development. Most of the RM-1 and RM-2 zoned districts are developed, limiting the ability to build a project like Princeton Park in Novi. Much of the future multiple-family housing will likely be located in the Town Center and City West areas and be higher density in character, such as flats and condominiums. Current and prospective Novi residents may have to look outside the city for townhouse units due to the limited number of available sites.

**Close Proximity to Downtown & Town Center.** The location of Princeton Park places it within close walking distance to both the Downtown and Town Center areas. The addition of residents to the

area will only strengthen those commercial districts, support local businesses, and continue to create a more vibrant atmosphere.

***Provision for Public Improvements.*** One of the key benefits of the Princeton Park PRO is the Neighborhood Connector Pathway and supporting sidewalks. The proposed pathway system, including the Connector through City land, will not only improve pedestrian connectivity for the subject development, but also for the abutting subdivision to the west. This will encourage those residents to walk to the Town Center and Downtown areas rather than use vehicles to get there. Another side benefit is that less vehicles will be on the road, especially during already congested peak periods.

## **CONCLUSION**

With the proposed benefits, quality site design, and an understanding of the current and future office market, the proposed Princeton Park PRO request represents a small departure from the current Future Land Use Plan designation of Community Office. With single-family residential development to the west, a townhouse project is an appropriate transitional use and allows full development of this long, narrow property. A failed office project could prove problematic for the abutting properties and make development of adjacent land difficult. Moreover, the Princeton Park project meets the goals and objectives of the Master Plan while supporting nearby projects like the Town Center and Downtown area. The introduction of additional "Middle Housing" into the city will further implement the intent of the Master Plan and be a benefit to residents.

If you have any further questions, please contact us at 810-335-3800.

Sincerely,

**CIB Planning**



Carmine P. Avantini, AICP  
President



March 21, 2017

Darcy N. Rechten, P.E.  
Field Services Complex  
26300 Lee BeGole Drive  
Novi, MI 48375

*RE: Engineering Review of PRO Concept Plan  
JSP17-0010 Princeton Park*

Thank you for provided your review and feedback for the above referenced project. We have revised the plans in accordance with your review letter dated February 23, 2017. For your use, below are our responses on how we have addressed or plan to address each of the comments in your letter.

**General:**

1. Provide a stub street to the property boundary at intervals not to exceed 1,300 feet along the perimeter or request a deviation from Appendix C Section 4.04(A)(1) of the Novi City Code. City staff would support this request.

**Response:** Noted. A staff supported deviation is being requested. This requested deviation has been added to the cover sheet of the plans.

2. More information regarding the proposal of providing the neighborhood connector pathway is required. More specifically, describe how the applicant proposes to handle the inherent challenges due to the topography, required permitting and approval for wetland and woodland and issues, the need for boardwalk as part of the pathway and easement acquisition along the proposed route to the north from the development as well as the east-west master planned pathway. The existing pathway connection at Thatcher is a detention basin access road. The proposed pathway connection needs to extend to the existing Thatcher back of curb for a complete bicycle/pedestrian neighborhood connection. The pathway design must be of sufficient strength to maintain the detention basin access route. Also clarify whether the on-site orange sidewalk pathways as shown on the Public Benefit Pathway Plan sheet will be within City easements.

**Response:** The applicant currently proposes to provide the necessary survey, design, and construction of the proposed connector pathway, including boardwalk as needed, as part of the public benefit of this development. The applicant has or will commence the discussions with the surrounding properties to obtain public opinion and start the talks regarding any necessary easements. Note that per preliminary correspondence with the HOA of the Churchill Crossing development to the west, they were not receptive to a direct connector to their development, and thus this section of the master planned connector has been removed from the plan at this time.

The pathway will be of sufficient strength to support the anticipated loadings, including basin maintenance equipment if proposed within basin maintenance areas. The proposed sidewalks along the proposed private roads will be in an access easement. The section of sidewalk connecting the City property to the sidewalk within the development to the proposed roads can be placed within a City easement at the City's discretion.

3. Provide a minimum of two ties to established section or quarter section corners.  
**Response:** Ties to two section corners will be provided on the existing conditions plan with future submittals.
4. Label the existing and master planned right-of-way width of Novi Road.  
**Response:** The existing and Master Planned right-of-way has been labeled on the plans (Proposed and existing 60' half-width right-of-way). Refer to the existing conditions plan and the layout plan.

#### **Paving and Grading:**

1. Provide existing topography and 2-foot contours extending at least 100 feet past the site boundary. Any off-site drainage entering this site shall be identified.  
**Response:** Offsite contours are shown on the grading plan and the view has been opened up to show 100' offsite. Supplemental offsite contours have been shown per the County GIS. There is no offsite drainage entering the developed portions of the site other than that shown on the plan.
2. City staff preference is to remove the paved eyebrows and keep the right-of-way as shown at residential street corners with a 90 degree turn. This currently necessitates a variance from Design and Construction Standards. City staff supports this request for deviation.  
**Response:** The paved eyebrows are needed to facilitate the driveways along these two corners. A deviation is not required.
3. A 5-foot concrete sidewalk is required along both sides of the proposed street. The request from the applicant to provide sidewalk on only one side is not supported.  
**Response:** The sidewalk has been added to both sides of the roads. Refer to layout plan and the revised road section on the details sheet. A deviation is no longer requested.
4. The location of the sidewalk adjacent to the curb is not in accordance with the Engineering Design Manual section 7.4.2.C.1, which requires that sidewalk on private roadways to be placed 15 feet from the back of curb. Given the constraints of the site, a deviation to provide minimum of 7.5 feet from back of curb to edge of sidewalk would be supported by staff.  
**Response:** The sidewalk has been added to both sides of the roads and placed at 7.5 feet from the back of curb. Refer to layout plan and the revised road section on the details sheet. A staff supported deviation is being requested. This requested deviation to reduce the spacing between the sidewalk and the back of curb to 7.5 feet has been added to the cover sheet of the plans.
5. The emergency access drive must be gated.  
**Response:** A gate has been added to the plans at Novi Road.
6. The emergency access path should be paved with asphalt, which facilitates snow clearing to maintain all-season emergency access.  
**Response:** The applicant respectfully requests not placing an unsightly 20' wide paved impervious road between the units for an access that will only be used during emergencies.

The grass paver system will be designed to support the emergency vehicle loads and the limits of the grass paver system will be delineated as requested and allowed per the fire department review. Refer to the revised emergency access cross-section on the detail sheets.

7. The proposed pedestrian pathway along the emergency access cannot be in the middle of the access drive. The sidewalk can be placed adjacent to the edge of pavement.

**Response:** The path has been placed adjacent to the emergency access. This walk will be thickened to support emergency vehicle traffic loads. Refer to the revised emergency access cross-section on the detail sheets.

8. The driveway width shown in the typical unit detail on the layout plan does not meet the Design and Construction standards. Residential driveway standards are described in Section 11-216 c) and figure IX.5 of City Code.

**Response:** The driveways widths and total flared openings have been adjusted to match the dimensions in figure IX.5 of the City Code.

#### **Storm Water Management Plan:**

1. 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.

**Response:** Discharge location is the wetland system to the south, similar to existing conditions. This location has now been labeled on the plans. 100-year storm detention is being provided per City standards, where-as no detention is being provided in existing conditions. A preliminary pre-post analysis summary table has been added to the concept plan to satisfy the request. Also refer to the preliminary calculations included with this response letter. An analysis will be provided with subsequent submittals as the plan progresses.

2. Label the 25-foot vegetated buffer around the perimeter of each storm water basin.

**Response:** The 25-foot buffer is shown and labeled on the layout and storm water management plans.

#### **Off-Site Easements:**

1. Any off-site easements must be executed prior to final approval of the plans. Drafts shall be submitted at the time of the Preliminary Site Plan submittal.

**Response:** Noted.

2. Off-site construction easements and sidewalk easements will be required.

**Response:** Noted.

Should you have any remaining questions or need anything else from us to help facilitate your review and approvals, please do not hesitate to contact me direct at (810) 923-6878.

Sincerely,  
**ATWELL, LLC**



Matthew W. Bush, P.E.  
Project Manager / Engineer





**TR-55 - Worksheet: Runoff Curve Number and Runoff**

Project: Princeton Park (16002400) Date: 3/20/2017  
 Location: City of Novi, Oakland County, Michigan By: CR/MB  
 Description: Preliminary estimate of the runoff from the site in existing conditions and proposed conditions

**PRE-DEVELOPMENT**

Determining Pre-Development Cover Types, Areas, and Curve Numbers

Total Contributing Drainage Area = 22.93 Acres  
 Time of Concentration = 0.25 hrs

NRCS Variables	Cover Type	Soil Type	Area (sf)	Area (ac)	Curve Number	(CN)(Area)
	Paving and Roofs	B	342,310	7.86	98	33,546,395
	Open Space	B	553,753	12.71	67	37,101,427
	Open Water	B	102,768	2.36	100	10,276,800
Total - Sum (CN)(Area) =						80,924,622
Area Total - Sum(ac) of Sum(sf)=						998,831
Weighted CN-Sum(CN)(Area)/Sum(ac) or Sum(sf)=						81

Pre-development Runoff Calculations

100 year storm event

Pervious Cover CN

$S = (1000/CN) - 10$

$Q = (P - 0.2S)^2 / (P + 0.8S)$

$V_{100-pre} = Q(1/12)Area$

Peak Flow (q) =  $([238.6 (Tc)^{-0.82}] * Q100 * A) / 640 =$

P = 5.11 in  
 CN = 81  
 S = 2.34 in  
 Q = 3.08 in  
 $V_{100-pre} = 256,751$  cf  
 $q_{100-pre} = 82.18$  cfs

**POST-DEVELOPMENT**

UNDETAINED AREAS: Determining Post-Development Cover Types, Areas, and Curve Numbers

Total Contributing Drainage Area = 7.81 Acres  
 Time of Concentration = 0.25 hrs

NRCS Variables	Cover Type	Soil Type	Area (sf)	Area (ac)	Curve Number	(CN)(Area)
	Open Water	B	102,148	2.35	100	10,214,820
	Open Space	B	238,055	5.47	67	15,949,712
	Total - Sum (CN)(Area) =					
Area Total - Sum(ac) of Sum(sf)=						340,204
Weighted CN-Sum(CN)(Area)/Sum(ac) or Sum(sf)=						77

UNDETAINED AREAS: Post-development Runoff Calculations

100 year storm event

Pervious Cover CN

$S = (1000/CN) - 10$

$Q = (P - 0.2S)^2 / (P + 0.8S)$

$V_{100-pre} = Q(1/12)Area$

\* Peak Flow (q) =  $([238.6 (Tc)^{-0.82}] * Q100 * A) / 640 =$

P = 5.11 in  
 CN = 77  
 S = 3.00 in  
 Q = 2.71 in  
 $V_{100-pre} = 76,751$  cf  
 $q_{100-pre} = 24.57$  cfs



DETAINED AREAS: Determining Post-Development Cover Types, Areas, and Curve Numbers

Total Contributing Drainage Area = 15.12 Acres  
 Time of Concentration = 0.25 hrs

NRCS Variables	Cover Type	Soil Type	Area (sf)	Area (ac)	Curve Number	(CN)(Area)
	Paving and Roofs	B	379,186	8.70	98	37,160,228
	Open Space (lawn)	B	262,791	6.03	61	16,030,263
	Open Water	B	16,650	0.38	100	1,665,000
Total - Sum (CN)(Area) =						54,855,491
Area Total - Sum(ac) of Sum(sf)=						658,627
Weighted CN-Sum(CN)(Area)/Sum(ac) or Sum(sf)=						83

DETAINED AREAS: Post-development Runoff Calculations

100 year storm event

Pervious Cover CN  
 $S = (1000/CN) - 10$   
 $Q = (P - 0.2S)^2 / (P + 0.8S)$   
 $V_{100-pre} = Q(1/12)Area$   
 Peak Flow (q) = Q Allowable

P = 5.11 in  
 CN = 83  
 S = 2.01 in  
 Q = 3.30 in  
 $V_{100-pre} = 181,228$  cf  
 $q_{100-pre} = 3.23$  cfs

UNDETAINED + DETAINED AREAS: Post-development Runoff Calculations

100 year storm event

$V_{100-pre} = 257,978$  cf  
 $q_{100-pre} = 27.80$  cfs

**PRE-POST ANALYSIS SUMMARY TABLE**

Frequency	Existing Runoff		Proposed Runoff	
	Peak Rate (cfs)	Volume (cf)	Peak Rate (cfs)	Volume (cf)
100-year Storm	82.2	256,751	27.8	257,978