



## Novi Promenade Detention Pond Relocation JSP14-30

**Novi Promenade Detention Pond Relocation, JSP14-30**

Public hearing at the request of Novi Promenade Holdings LLC for Preliminary Site Plan, Wetland Permit, and Stormwater Management Plan approval. The subject property is located in Section 17, on the east side of Wixom Road south of Grand River Avenue in the I-1, Light Industrial District. The subject property is approximately 24.77 acres and the applicant is proposing to relocate the existing detention pond and construct two acres of wetland mitigation for the proposed Grand Promenade project.

**Required Action**

Approval/denial of the Preliminary Site Plan, Wetland Permit and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	08/20/14	<ul style="list-style-type: none"> <li>• <b>Amendment to Novi Equities Limited Partnership v. City of Novi Consent Judgment required</b></li> <li>• Items to address on the Final Site Plan submittal</li> </ul>
Engineering	Approval recommended	08/19/14	Items to address on the Final Site Plan submittal
Landscaping	Approval recommended	08/07/14	Items to address on the Final Site Plan submittal
Wetlands	Approval recommended	08/20/14	<ul style="list-style-type: none"> <li>• City of Novi Non-Minor Use Permit and Authorization to Encroach into the Natural Features Setback required</li> <li>• Items to address on the Final Site Plan submittal</li> </ul>

## Motion Sheet

### Approval – Preliminary Site Plan

In the matter of Novi Promenade Detention Pond Relocation, JSP14-30, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. City Council approval of the proposed amendment to the Novi Equities Limited Partnership v. City of Novi Consent Judgment to allow wetland mitigation and changes to the existing stormwater detention basin on the subject property;
- b. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- c. *(additional conditions here if any)*

*(This motion is made because the plan is otherwise in compliance with Article 19, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**-AND-**

### Approval –Wetland Permit

In the matter of Novi Promenade Detention Pond Relocation, JSP14-30, motion to **approve** the Wetland Permit based on and subject to the following:

- a) City Council approval of the proposed amendment to the Novi Equities Limited Partnership v. City of Novi Consent Judgment to allow wetland mitigation and changes to the existing stormwater detention basin on the subject property;
- b) The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- c) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.*

**-AND-**

### Approval – Stormwater Management Plan

In the matter of Novi Promenade, JSP14-30, motion to **approve** the Stormwater Management Plan, subject to:

- a. City Council approval of the proposed amendment to the Novi Equities Limited Partnership v. City of Novi Consent Judgment to allow wetland mitigation and changes to the existing stormwater detention basin on the subject property;
- b. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- c. *(additional conditions here if any)*

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

-OR-

**Denial – Preliminary Site Plan**

In the matter of Novi Promenade, JSP14-30, motion to **deny** the Preliminary Site Plan, for the following reasons...(because the plan is not in compliance with Article 19, Article 24 and Article 25 of the Zoning Ordinance.)

-AND-

**Denial –Wetlands Permit**

In the matter of Novi Promenade, JSP14-30, motion to **deny** the Wetland Permit, for the following reasons...(because the plan is not in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)

-AND-

**Denial Stormwater Management Plan**

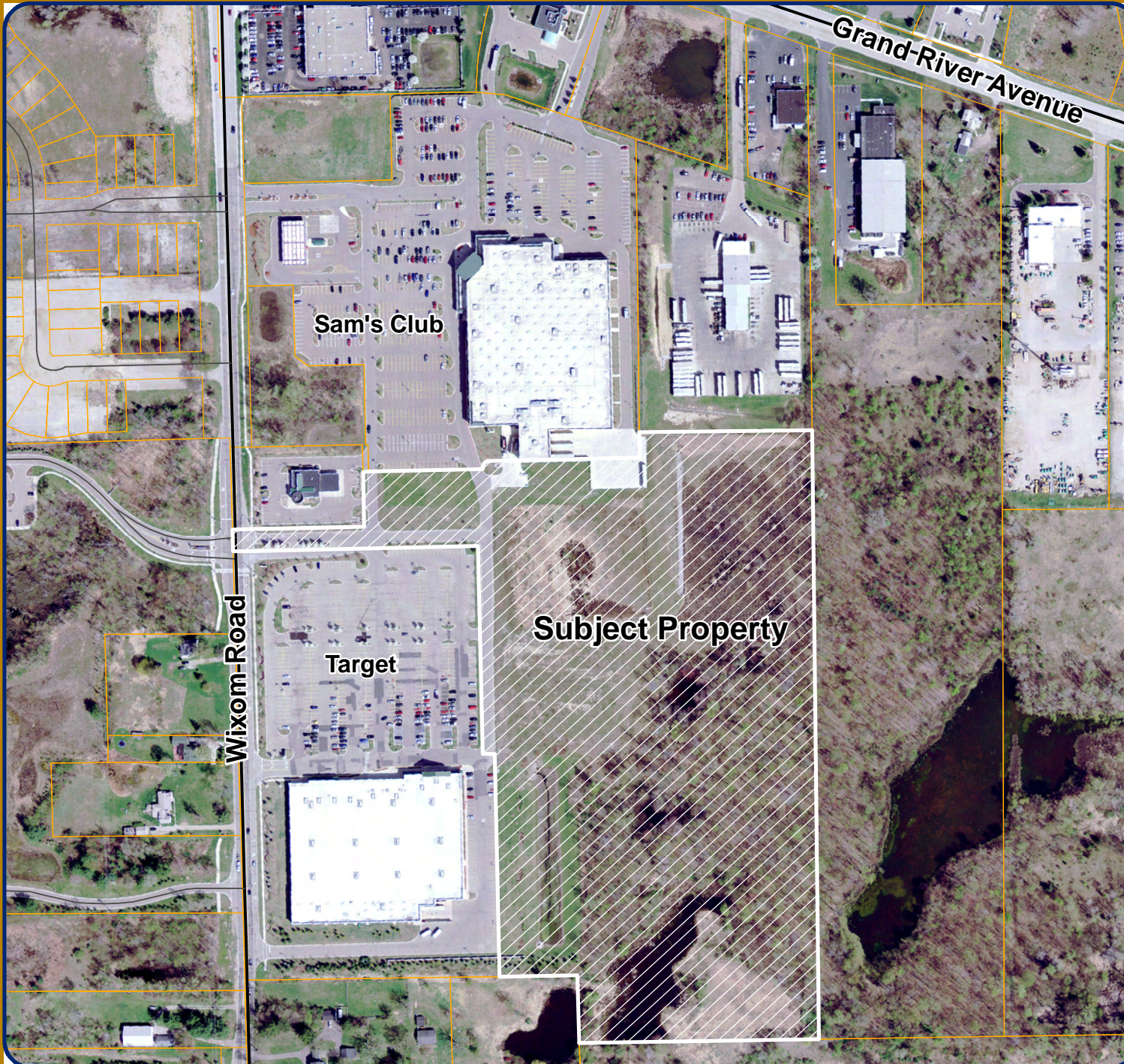
In the matter of Novi Promenade, JSP14-30, motion to **deny** the Stormwater Management Plan, for the following reasons...( because the plan is not in compliance with Chapter 11 of the Ordinance.)

MAPS  
Location  
Zoning  
Natural Features

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# Novi Promenade Detention Pond Relocation JSP14-30

Location



## Map Legend

 Subject Property



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

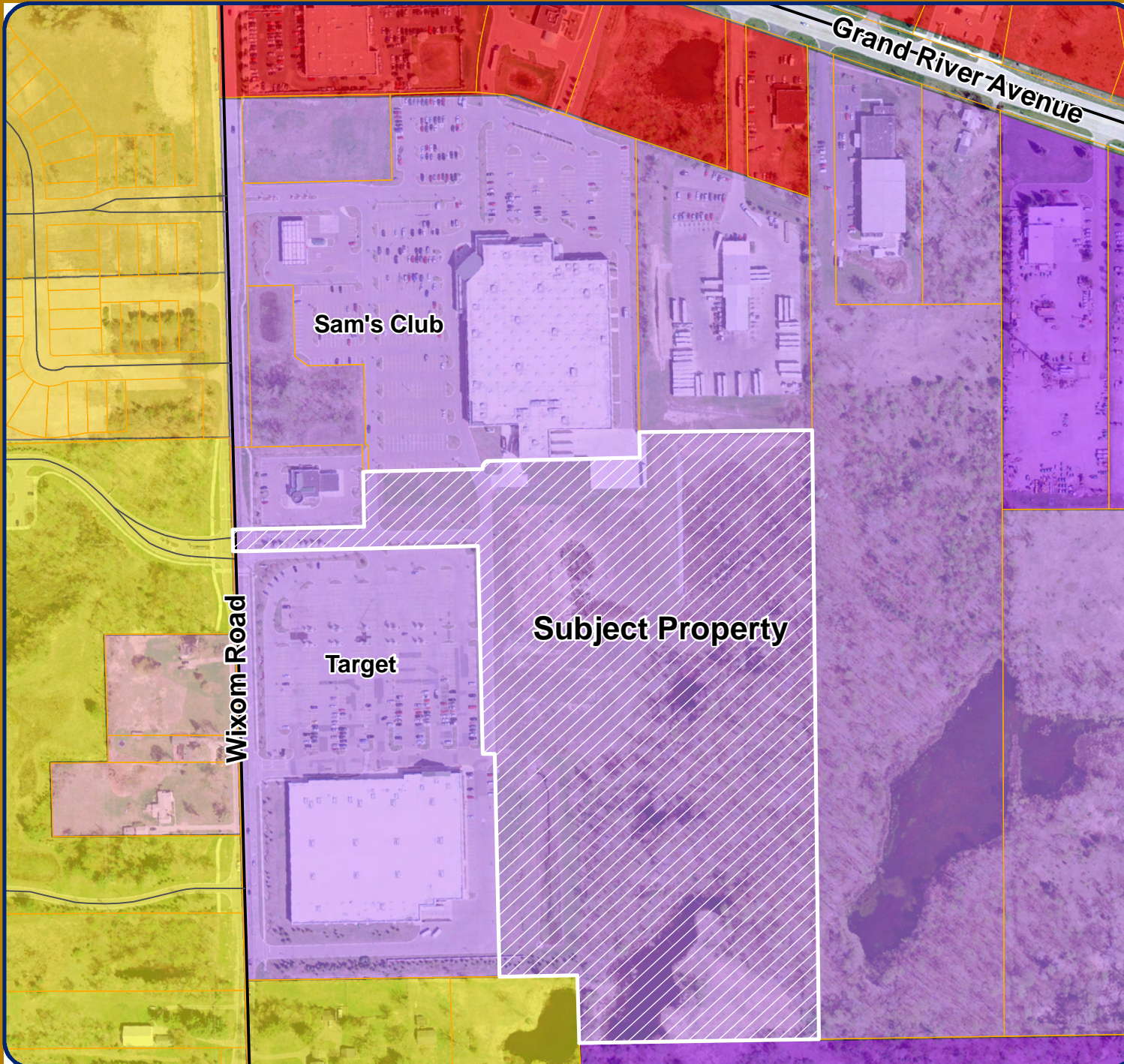
Map Author: Kristen Kapelanski  
Date: 10-15-14  
Project: Novi Promenade Basin Relocation JSP14-30  
Version #: 1.0

### MAP INTERPRETATION NOTICE

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

# Novi Promenade Detention Pond Relocation JSP14-30

Zoning



## Map Legend

-  Subject Property
-  R-1: One-Family Residential District
-  RM-1: Low-Density Multiple Family
-  B-1: Local Business District
-  B-3: General Business District
-  I-1: Light Industrial District
-  I-2: General Industrial District



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Novi, MI 48375  
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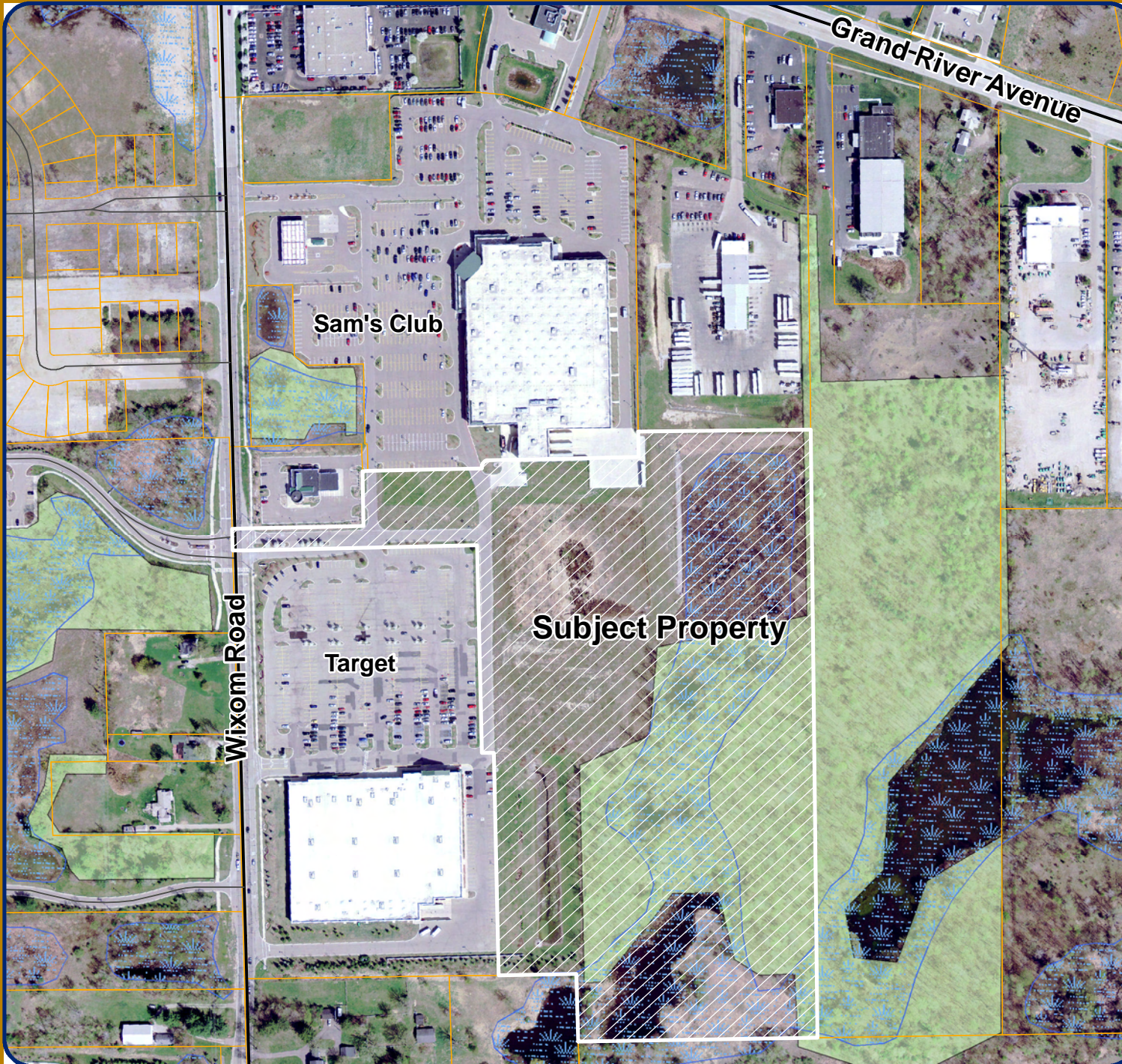
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# Novi Promenade Detention Pond Relocation JSP14-30

## Natural Features



### Map Legend

-  Subject Property
-  Wetlands
-  Woodlands



**City of Novi**  
Planning Division  
Community Development Dept.  
45175 W Ten Mile Rd  
Novi, MI 48375  
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Map Author: Kristen Kapelanski  
Date: 10-15-14  
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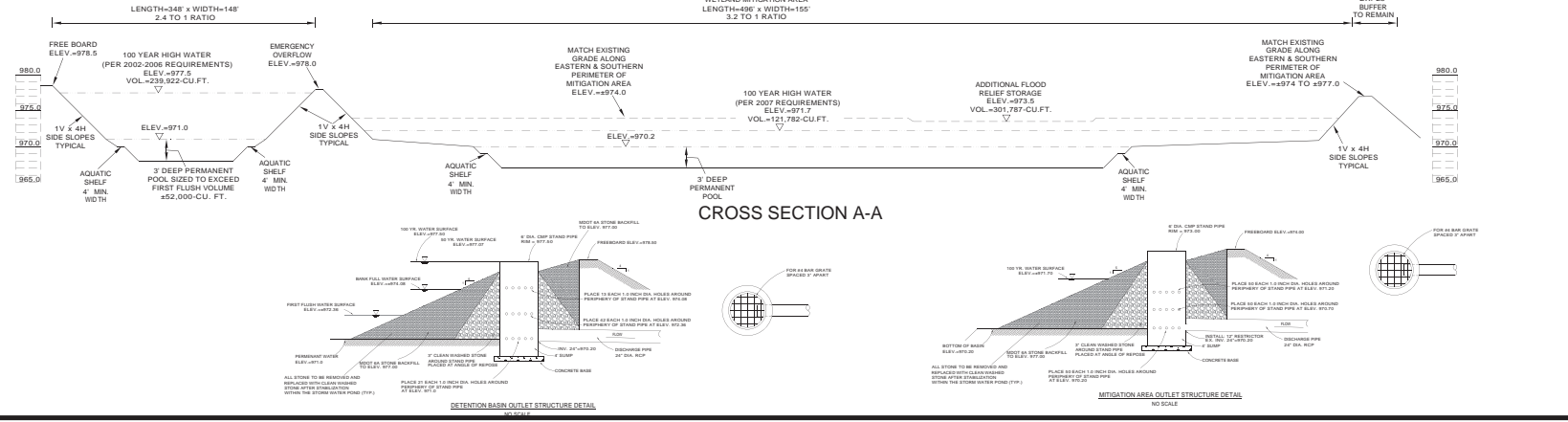
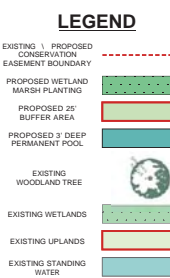
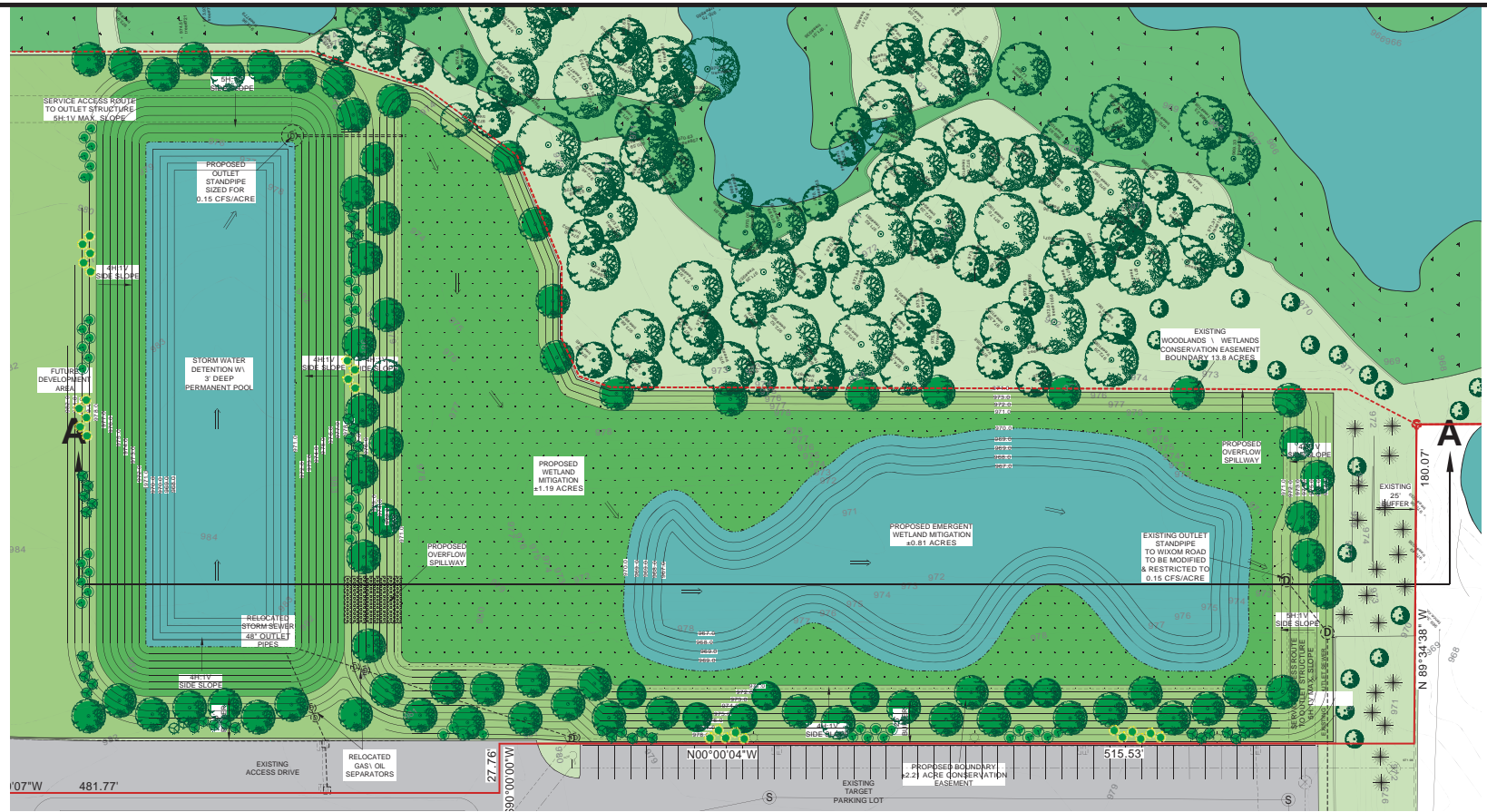
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Site Plan

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





## Planning Review

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## PLAN REVIEW CENTER REPORT

August 20, 2014

### Planning Review

Novi Promenade Retention Pond Relocation  
JSP14-30

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#### Petitioner

Novi Promenade Holdings LLC

#### Review Type

Consent Judgment Amendment

#### Property Characteristics

- Site Location: East of Wixom Rd., south of Grand River (Section 17)
- Site Zoning: I-1, Light Industrial, per consent judgment the site is to be reviewed under the B-3, General Business District
- Adjacent Zoning: North, East & West: I-1; South: R-1 One-Family Residential & I-2, General Industrial;
- Current Site Use(s): Vacant & Detention Pond
- Adjoining Uses: North: Sam's Club & CZ Trucking; East & South: Vacant; West: Target
- School District: Novi Community Schools
- Proposed Site Size: 24.77
- Plan Date: 06-30-14

#### Project Summary

The applicant is proposing to relocate the existing detention pond and construct two acres of wetland mitigation for the Grand Promenade project (JSP14-15). The improvements are located to the east of the existing Target store and parking lot and are proposed on vacant land outside of the existing wetland and woodland conservation area. The improvements require an amendment by the City Council to the Novi Equities Limited Partnership v. City of Novi Consent Judgment since this area had been planned for a retail store not to exceed 100,000 square feet.

#### Recommendation

**Staff cannot recommend approval of the proposed amended consent judgment unless the applicant reduces Retail 'B' to accommodate the reduction in available land. City Council approval of the proposed amendment to the Novi Equities Limited Partnership v. City of Novi Consent Judgment is required.** [Amended on 10-16-14.]

#### Review Standards

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 15 (B-3 General Business District), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance in addition to the Novi Equities Limited Partnership v. City of Novi Consent Judgment. Please see the items listed below for information pertaining to Ordinance requirements. Items in bold below must be addressed by the applicant.

1. Retail Space: As currently approved, the consent judgment depicts Retail 'B' and associated parking in a portion of the area to be used for the proposed detention pond and wetland mitigation area. In order to permit the use of this site for the purposes of off-site wetland mitigation from the Grand Promenade site, the amount of retail space that could have been

developed on this site shall be reduced accordingly. The Grand Promenade site is proposing to develop nearly 16,000 square feet of retail and restaurant uses. As such, **staff recommends that Retail 'B' on the Exhibit B drawings be reduced to accommodate the reduction in available land.**

**Response Letter**

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

**Pre-Construction Meeting**

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

**Chapter 26.5**

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni [248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)] for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0586 or [kkapelanski@cityofnovi.org](mailto:kkapelanski@cityofnovi.org).

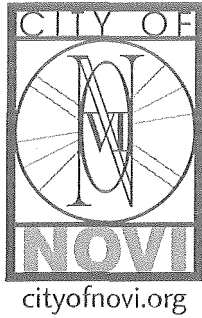


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Kristen Kapelanski, AICP – Planner

## Engineering Review

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## PLAN REVIEW CENTER REPORT

August 19, 2014

### Engineering Review

Novi Promenade Retention Pond Relocation  
JSP14-0030

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#### Petitioner

Novi Promenade Land Holdings, LLC., applicant

#### Review Type

Revised Preliminary Site Plan

#### Property Characteristics

- Site Location: S. of Grand River Avenue and E. of Wixom Road
- Site Size: 24.77 acres
- Plan Date: June 30, 2014

#### Project Summary

- Proposed relocation of the existing Storm Water Management Facilities for Novi Promenade to create a wetland mitigation area for the adjacent Grand Promenade development.

#### Recommendation

**Approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan is recommended.**

#### Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

##### General

1. Revise the plan set to provide a legible silt fence detail.
2. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.

##### Storm Sewer

3. Provide a profile of the proposed storm sewer showing a minimum cover of 3 feet and all catch basin sumps. Indicate all structure types, diameter and the 10-year and 100-year hydraulic grade lines at each structure.

#### Storm Water Management Plan

4. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
  - a. Provide the original basis of design for the existing detention basin on the plan set. The proposed relocated basin must be designed to accommodate the volume as originally approved.
  - b. Remove all references to the 2007 standard unless additionally impervious area is being proposed in the development above what was originally accounted for. Note: proposed wetland mitigation is not permitted to function as a storm water management facility for quality and quantity control.
  - c. Any additional impervious area above the original basis of design must be accounted for in accordance with the design standards as detailed in Chapter 5 of the Engineering Design Manual for the City of Novi.
5. An adequate maintenance access route to the basin outlet structures and any other pretreatment structures shall be provided (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping.

#### Paving & Grading

6. Revise the plan set to indicate any paving impacts associated with the relocation of the existing detention basin and associated infrastructure.

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

7. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.
8. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

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

9. A draft copy of the revised maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. Once the form of the agreement is approved, this agreement must be

approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds.

**The following must be addressed prior to construction:**

10. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
11. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
12. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
13. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
14. A storm water performance guarantee, equal to 1.5 times the amount required to complete storm water management and facilities as specified in the Storm Water Management Ordinance, must be posted at the Treasurer's Office.
15. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.

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

  
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cc: Brian Coburn, Engineering  
Kristen Kapelanski, Community Development Department



## Landscape Review

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## PLAN REVIEW CENTER REPORT

August 7, 2014

### Landscape Plan

Novi Promenade Retention Pond 14-30

#### Review Type

Revised Preliminary Landscape Review

#### Property Characteristics

Site Location: South side of Grand River at 12 Mile (Section 17)  
Site Zoning: I-1 – Light Industrial  
Current Site Use(s): Mitigation/ Conservation  
Proposed Site Size: Unreported  
Plan Date: 6-30-2014

#### Recommendation

**Preliminary Site Plan Approval for Grand Promenade Retention Pond 14-30 is recommended.** Please address the concern regarding the storm basin as noted below.

#### Ordinance Considerations

##### Storm Basin Landscaping

1. *A total of 70-75% of the storm basin rim area must be landscaped with large shrubs. Please provide additional shrub beds to meet this requirement.*

##### Adjacent to Residential Buffer (Sec. 2509.3.a.)

1. The storm basin and mitigation areas are adjacent to residential properties to the south. An existing landscape berm will remain in place.

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

1. The storm basin and mitigation areas are not adjacent to public right-of-ways.

##### Street Tree Requirements (Sec. 2509.3.b.)

1. No street trees are required.

##### Parking Landscape (Sec. 2509.3.c.)

1. No parking is proposed.

##### Building Foundation Landscape (Sec. 2509.3.d.)

1. No buildings are proposed.

**Plant List (LDM)**

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

**Planting Notations and Details (LDM)**

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

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

1. Temporary irrigation will be required until such time as proposed plantings are established. This requirement has been met.

**General**

1. Please see the Woodland and Wetland reviews for further comments.

*Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance. For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification.*

Reviewed by: David R. Beschke, RLA

Wetland Review

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**Environmental Consulting & Technology, Inc.**

August 20, 2014

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

Re: Novi Promenade (JSP14-0030)  
Stormwater Management/Wetland Mitigation Plans  
Wetland Review of the Revised Preliminary Site Plan (PSP14-0135)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Revised Preliminary Site Plan (Plan) for the proposed *Novi Promenade Stormwater Management/Wetland Mitigation* project prepared by Diffin-Umlor & Associated dated June 30, 2014. 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. ECT visited the site on June 3, 2014 for the purpose of a Wetland Boundary Verification.

The site is located south of Grand River Avenue and east of Wixom Road in Section 17. The current Plan provides for a proposed wetland mitigation area associated with the proposed *Grand Promenade* (JSP14-0015) project located north of this site, adjacent to Grand River Avenue. The proposed *Grand Promenade* project proposes 1.33 acre of wetland impact for the purpose of developing a 11,970 square foot retail building as well as associated parking and an underground (sub-surface) stormwater detention system. The parcel on which the *Grand Promenade* development project is to be constructed, contains a shallow open water wetland (Wetland A) surrounded by a perimeter of emergent wetland. This wetland occupies a significant portion of the site area (1.33 acres of the 2.5 acre site).

As the City's threshold for compensatory wetland mitigation is 0.25-acre, the Applicant is required under the City of Novi Wetland and Watercourse Ordinance to provide wetland mitigation at a ratio of 1.5 acres for every 1 acre of wetland impact (1.5 to 1 mitigation ratio) for emergent wetlands and a 2-to-1 mitigation ratio for impacts to forested wetlands.

This Plan highlights the proposed construction of 2.0 acres of wetland mitigation ("off-site" from the *Grand Promenade* project site, but within the overall Novi Promenade development). The Applicant appears to propose approximately 0.81-acre of open water/emergent wetland mitigation and 1.19 additional acres of emergent wetland mitigation.

The proposed mitigation area is to be constructed in the area of the current Novi Promenade retention basin located just east of the existing Target store (see Photos 1 and 2). This Plan includes the proposed relocation/reconstruction of the existing stormwater retention basin. The construction

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of this mitigation area also includes the replacement or relocation of a number of landscape trees and shrubs (see Photo 3).

The proposed wetland mitigation information/design associated with this Plan will need to be approved concurrently with the Grand Promenade Plan. Specifically, final approval for the *Grand Promenade* Plan (JSP14-0015) will require a complete and approved wetland mitigation design prior to final approval of the development plan.

### **Onsite Wetland Evaluation**

The focus of the June 3, 2014 site inspection was to review the existing on-site wetland boundaries and overall site conditions associated with this wetland mitigation construction project. A large area of existing forested wetland is located east of the proposed project. Although the existing wetland boundary did not appear to be flagged at the time of our site inspection, the current Plan does not appear to propose impacts to this wetland. Due to the size (greater than five acres) and the apparent connectivity of this forested wetland area to streams or drains, this wetland is likely regulated by the MDEQ. ECT recommends that all existing on-site wetland boundaries be flagged in the field so that the delineated wetland boundaries can be reviewed and compared to the future staking limits/project boundary.

What follows is a summary of the wetland impacts associated with the proposed site design.

### **Wetland Impact Review**

As previously noted, the proposed Plan does not appear to impact the existing wetlands that are located to the east of the proposed mitigation site. The Plan does, however, propose to remove the existing Novi Promenade Retention Basin and replace its function with a proposed stormwater detention basin.

The Plan does specify impacts to existing 25-foot natural features (wetland) setback on the east side of the project for the purpose of detention basin grading as well as grading for the proposed mitigation area. The Plan specifies approximately 0.07-acre of impact to the wetland buffer.

### **Wetland Mitigation**

As noted above, this Plan highlights the proposed construction of 2.0 acres of wetland mitigation ("off-site" from the *Grand Promenade* project site, but within the overall Novi Promenade development). The Applicant appears to propose approximately 0.81-acre of open water/emergent wetland mitigation and 1.19 additional acres of emergent wetland mitigation. Sheet 4 of 5 (*Detention Pond/Wetland Mitigation Grading Plan*) provides the proposed grading plan for the wetland mitigation area and the detention basin. The current mitigation plans now indicate a proposed wetland seeding schedule for the mitigation area. Both a wetland seed mix and a wetland & watercourse setback (i.e., buffer) seed mix have been provided. The *Landscape Plan* (Sheet 5 of 5) also provides information related to the proposed trees and shrubs that are to be provided around the perimeter of the proposed wetland mitigation area.

### **Permits & Regulatory Status**

The forested wetland located on the east side of the project site are regulated by the City as it meets one or more of the essentiality criteria set forth in the City's Wetland and Watercourse Protection Ordinance (i.e., storm water storage/flood control, wildlife habitat, etc.).

ECT's understanding is that the forested wetland to the east of the proposed project is also regulated by MDEQ as it appears to be greater than five acres in size and appears to be contiguous to inland lakes, streams or ponds. As submitted, the Plan does not propose any impacts to this area of existing wetland.

Wetlands are protected under Part 303 Wetland Protection, of P.A. 451 of 1994, the Natural Resources and Environmental Protection Act (NREPA, as amended). The Michigan Department of Environmental Quality (MDEQ) assumes authority over wetlands that are 5 acres or greater in area; contiguous (directly adjacent to) to an inland lake, pond, or stream; within 500 feet of an inland lake, pond, or stream; or within 1,000 feet of a Great Lake, Lake Saint Clair, Saint Mary's River, Saint Clair River, or Detroit River.

The MDEQ may also exert regulatory control over isolated wetlands less than five acres in size: "...if the department determines that protection of the area is essential to the preservation of the natural resources of the state from pollution, impairment, or destruction and the department has so notified the owner."

The following activities are prohibited within regulated wetlands without a MDEQ permit:

- 1 The placement of fill material;
- 2 Dredging;
- 3 Construction within; and/or
- 4 The draining of surface water from a wetland.

As such, it is the Applicant's responsibility to contact MDEQ in order to determine if the agency has regulatory authority over the wetlands associated with the existing detention basin that is to be removed. It should be noted that the applicant's wetland consultant has requested a pre-application meeting with MDEQ staff. It is our understanding that this meeting took place on Wednesday, August 6, 2014; however our office has not received any feedback as to the regulatory authority of the MDEQ with respect to the site wetlands.

The project as proposed will require a City of Novi *Authorization to Encroach the 25-Foot Natural Features Setback*. This authorization is required for the proposed impacts to the regulated wetland setbacks.

**Comments**

The following are repeat comments from our Wetland Review of the Preliminary Site Plan letter dated June 6, 2014. The current status of each comment is listed below in ***bold italics***:

1. ECT recommends that all existing on-site wetland boundaries be flagged in the field so that the delineated wetland boundaries can be reviewed and compared to the future staking limits/project boundary.

**The applicant has satisfactorily addressed this comment.**

2. It is the Applicant's responsibility to confirm that modification of the existing detention pond does not require approval from the Michigan Department of Environmental Quality (MDEQ). It is possible that the agency has regulatory authority over the wetlands associated with the existing detention basin that is to be removed. Please provide any information or correspondence from MDEQ clarifying this.

**This comment still applies. It should be noted that the applicant's wetland consultant has requested a pre-application meeting with MDEQ staff. It is our understanding that this meeting took place on Wednesday, August 6, 2014; however our office has not received any feedback as to the regulatory authority of the MDEQ with respect to this wetland.**

3. It is the Applicant's responsibility to provide a proposed detention basin design that meets all requirements of the City of Novi as well as the rules of the Oakland County Water Resources Commissioner's office.

**This comment has been addressed. The applicant states that the City Engineer has reviewed and approved the preliminary design of the revised detention pond.**

4. This Plan should clearly note that the proposed mitigation is compensation for proposed impacts at the *Grand Promenade* development. The Applicant appears to be prepared to meet the City's wetland mitigation requirement for 1.5 to 1 mitigation for proposed impacts at the *Grand Promenade* project site. ECT recommends that the Applicant provide additional information on this Plan outlining the proposed wetland impacts associated with the Grand Promenade plan.

**This comment has been addressed.**

5. The proposed wetland mitigation information/design associated with this Plan will need to be approved concurrently with the Grand Promenade Plan. Specifically, final approval for the *Grand Promenade* Plan (JSP14-0015) shall not be issued prior to final approval of this wetland mitigation design.

**This comment still applies.**



6. Subsequent site plan submittals should include detailed wetland mitigation information such as proposed grading and planting details.

Prior to final approval, the Applicant shall provide a mitigation plan that includes the following information, and meets the requirements outlined in the Novi Code of Ordinances, Section 12-176 (Chapter 12 – Drainage and Flood Damage Prevention):

- a) Depiction and delineation of existing wetlands and watercourses in the vicinity of the proposed mitigation area.
- b) Depiction of existing contour data within the mitigation area as well as within any adjacent wetlands or watercourses, extending for a distance of at least seventy-five (75) feet into the wetland interior.
- c) Proposed contour data within mitigation areas using one-foot contours. Spot elevations shall be provided at critical locations (e.g. inverts of water control structures).
- d) A graphic scale, north arrow and date. The scale shall be one (1) inch equals fifty (50) feet or larger.
- e) Cross sections of critical areas.
- f) Identification of disposal areas for dredged material and depiction of the method of containment.
- g) A cost estimate for the purpose of establishing a bond amount, including, but not limited to, the cost of clearing, grading, soil placement, stabilization, planting and monitoring.
- h) Data indicating the expected hydrologic cycle, identifying the source of expected water levels, as well as the invert elevation of all water control structures.
- i) The limits of disturbance and methods of stabilization and erosion control.
- j) A list of proposed plant materials, which shall include the botanical and common names, quantities, size and spacing of plants and type of plants (e.g., bare root, balled and burlapped, containerized, etc.).

**This comment has been addressed.**

7. In addition to the wetland mitigation plan, the Applicant shall also provide a written summary of the goals and objectives of the mitigation plan. This summary shall include:
  - A description of the size and type of wetland to be constructed;
  - The hydrology expected;
  - A timetable for construction and plantings, as well as a guarantee of plant materials for two (2) years.

**This comment has been addressed.**

8. The Applicant shall also provide as a part of the mitigation plan, a program to monitor the status of the replacement wetland for up to five (5) years after the wetland mitigation has

been planted in the mitigation area. The monitoring program shall include annual progress reports submitted no later than December 1 of each year to the body approving the permit, which provide the following information:

- a) A measure of the percentage of coverage of wetland species versus upland species;
- b) A measure of vegetation diversity;
- c) A description of vegetation and animal community structure;
- d) A record and description of hydrological development;
- e) A written summary of wetland development describing the progression of wetland development;
- f) A photographic record of the wetland for each year.

**This comment still applies. The applicant should provide this information in the Final Site Plan submittal.**

**Recommendation**

ECT recommends conditional approval of the Revised Preliminary Site Plan for wetlands contingent on the Applicant addressing the items noted above under "Comments". In addition, the applicant shall provide a copy of the MDEQ Wetland Use Permit to the City upon issuance. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

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

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Matthew Carmer, PWS  
Senior Scientist  
Professional Wetland Scientist #1746



Pete Hill, P.E.  
Senior Associate Engineer

cc: David Beschke, City of Novi, Licensed Landscape Architect  
Kristen Kapelanski, AICP, City of Novi Planner  
Valentina Nukulaj, City of Novi Customer Service Representative

Attachments: Figure 1 & Site Photos



**Figure 1.** City of Novi Regulated Wetland and Woodland Map (accessed June 5, 2014). Regulated wetland boundaries are shown in blue. The approximate project boundary is shown in red.

**Site Photos**



**Photo 1.** Looking north at west edge of existing detention basin. This basin to be replaced with proposed wetland mitigation area.



**Photo 2.** Looking north at existing detention basin.



**Photo 3.** Existing trees that require transplanting; located on the northeast side of the site.

## Applicant Response Letter

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October 6, 2014

Kristen Kapelanski, AICP  
Planner, Community Development  
City of Novi  
45175 W. 10 Mile Road  
Novi, MI 48375

Re: Novi Promenade  
Wetland Mitigation \ Detention Pond Relocation  
JSP14-30

Dear Mrs. Kapelanski:

Comments listed below directly correspond to the June 9, 2014 Preliminary Site Plan review comments provided by the City's consultants for the above mentioned project.

**Planning Review Response**

1. The Applicant agrees to work with City to facilitate the steps necessary to amend the consent judgment.

**Engineering Review Response**

1. The silt fence detail shall be revised prior to our next submittal.
2. City standard details shall be provided with the Stamping Set submittal.
3. Storm sewer profiles and additional details shall be provided with our Final Site Plan submittal.
4. The Storm Water Management Plan comments shall be addressed prior to our next submittal.
5. The landscaping shall be modified along the proposed maintenance access route to ensure proper access prior to our next submittal.
6. No paving is proposed or removed with the detention pond relocation as currently proposed.
7. A letter highlighting changes shall be submitted with our Final Site Plan submittal.
8. An itemized cost estimate shall be provided with our Final Site Plan submittal.
9. A draft copy of the maintenance agreement for the storm water facility shall be provided with our Final Site Plan submittal.
10. A pre-construction meeting shall be required prior to construction.

**Engineering Comments:**

11. A grading permit will be required prior to construction.
12. A soil erosion permit shall be required prior to construction.
13. Construction Inspection fees shall be paid prior to construction.
14. Storm water performance guarantee shall be posted prior to Temporary Certificate of Occupancy is granted.
15. An incomplete site work performance guarantee shall be posted prior to The Temporary Certificate of Occupancy is granted.

**Landscape Review Comments:**

1. Storm Basin Landscaping – Additional shrub beds shall be added prior to our next submittal.

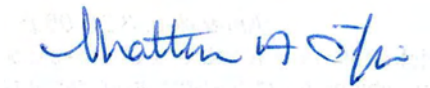
**Wetland Review Comments:**

2. MDEQ provided their determination letter in September 8, 2014 stating that the Grand Promenade project area and the modifications proposed on the Novi Promenade property would not require a permit. A letter is attached.
5. The Applicant understands that the Grand Promenade plans and approvals need to be approved concurrently with the Grand Promenade Plans.
8. The Monitoring Program information shall be added to the Final Site Plan submittal.

We hope the information provided is helpful with expediting the review process, and we look forward to continuing working with staff on this project. If there are any questions, or if any additional information is needed please let us know.

Respectfully submitted,

***Diffin-Umlor and Associates***



Matthew A. Diffin, P.E.

Principal