



21420 NOVI ROAD (FORMER BORDER CANTINA) JSP25-17

JSP25-17 21420 NOVI ROAD

Consideration at the request of Kap and Rich Restaurant Group for approval of Preliminary Site Plan, Landscape Waivers, and a Section 9 Façade Waiver. The subject property at 21420 Novi Road totals approximately 1.73 acres and is located east of Novi Road, south of Nine Mile Road (Section 35). The property is zoned B-3: General Business District and P-1: Vehicular Parking District. The applicant is proposing building and site renovations to support the new restaurant use.

Required Action

Approval or denial of the Preliminary Site Plan, Landscape Waivers, and Section 9 Façade Waiver.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	6/30/25	<ul style="list-style-type: none"> • Subject to Site Plan Review Section 6.1.1.C.ix.b • Zoning Board of Appeals variance needed, Section 5.2.12.E, for a deficiency of 2 parking spaces • Items to be addressed at Final Site Plan submittal
Engineering	Approval Recommended	6/23/25	<ul style="list-style-type: none"> • Items to be addressed at Final Site Plan submittal
Landscape	Approval Recommended	6/16/25	<u>Landscape Waivers Required:</u> <ul style="list-style-type: none"> • Deficiency in greenbelt depth – <i>supported by staff as an existing condition</i> • Deficiency in greenbelt landscaping – <i>supported by staff as original landscaping will be restored</i> • Lack of street trees – <i>supported by staff as the trees were not on the original plans</i> • 16-space long parking bay – <i>supported by staff as an existing condition that is being improved</i> • Deficiency in foundation landscaping – <i>supported by staff as an existing condition provided there is not a net decrease in foundation area or landscaping is made up at the front berm</i>
Traffic	Approval Recommended	6/26/25	<ul style="list-style-type: none"> • Items to be addressed at Final Site Plan submittal
Façade	Approval Recommended	6/26/25	<ul style="list-style-type: none"> • Section 9 Façade Waiver required for overage of EIFS (69% proposed on the south elevation, 50% proposed on the east elevation, 25% permitted) • Subject to approval of façade materials board
Fire	Approval Recommended	6/11/25	<ul style="list-style-type: none"> • Meets Fire Department standards

MOTION SHEET:

Approval – Preliminary Site Plan, Landscape Waivers, and Section 9 Façade Waiver

In the matter of JSP25-17 21420 Novi Road, motion to **approve** the Preliminary Site Plan, Landscape Waivers, and Section 9 Façade Waiver based on and subject to the following:

- a. Site Plan Review (Section 6.1.1.C.ix.b): Planning Commission approval of the site plan is required as the 1,776 addition is 40% of the gross floor area (greater than 10%) of the existing non-residential building and the building is approximately 175 feet (less than 500 feet) from the adjacent residential district.
- b. Loading Spaces (Section 5.4.4): The area required for loading, unloading and trash receptacles shall not cut off or diminish access to offstreet parking spaces or to service drives. *The applicant has indicated morning loading only to occur, prior to business hours.*
- c. A waiver is granted for the greenbelt depth deficiency along Novi Road, under Zoning Ordinance Section 5.5.3.B.ii. *The deficient depth reflects an existing condition; the proposed site plan will preserve, not reduce, the current greenbelt depth.*
- d. A waiver is granted for the deficiency in greenbelt landscaping along Novi Road, under Zoning Ordinance Section 5.5.3.B.ii. *The applicant will be restoring any missing plantings to match the original approved landscaping.*
- e. A waiver is granted for lack of street trees along Novi Road, under Zoning Ordinance Section 5.5.3.B.ii. *As the applicant is restoring all previously missing landscaping to bring the site into compliance, and street trees were not included in the original plan, the requirement for street trees is waived.*
- f. A waiver is granted for the 16-space long parking bay, under Zoning Ordinance Section 5.5.3.C.ii.o.4. *This is a pre-existing, non-conforming condition that will be improved under the current proposal.*
- g. A waiver is granted for deficiency in building foundation landscaping, under Zoning Ordinance Section 5.5.3.D. *This is an existing non-conforming condition which can remain provided there is not a further net decrease in the foundation area, or if there is a decrease in required area, the Final Site Plan shall show additional landscaping (shrubs, ornamental grasses, perennials and/or annuals) on the front side of the existing berm to make up the difference.*
- h. A Section 9 Façade waiver, under Zoning Ordinance Section 5.15.9, is granted for overage of EIFS (69% proposed on south elevation, 50% proposed on east elevation, 25% permitted).
- i. The Zoning Board of Appeals granting a variance from Section 5.2.12.E of the Zoning Ordinance for the deficiency of two parking spaces (103 parking spaces proposed, 105 parking spaces required).
- j. *(additional conditions here, if any)*

(This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

– OR –

Denial – Preliminary Site Plan, Landscape Waivers, and Section 9 Façade Waiver

In the matter of JSP25-17 21420 Novi Road, motion to **deny** the Preliminary Site Plan (because the use is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

MAPS

Location

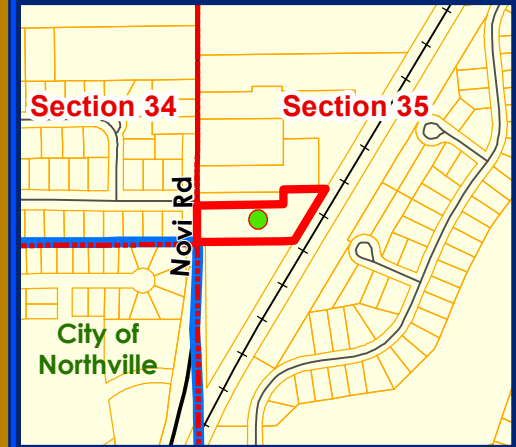
Zoning

Future Land Use

Natural Features

JSP 25-17 21420 NOVI ROAD

LOCATION MAP



LEGEND

 Subject Property



City of Novi

Community Development Department
City Hall / Civic Center
45175 Ten Mile Road, Novi, MI 48375
cityofnovi.org

Map Author: Diana Shanahan

Date: 7/1/25

Project: 21420 NOVI ROAD

Version #: 1



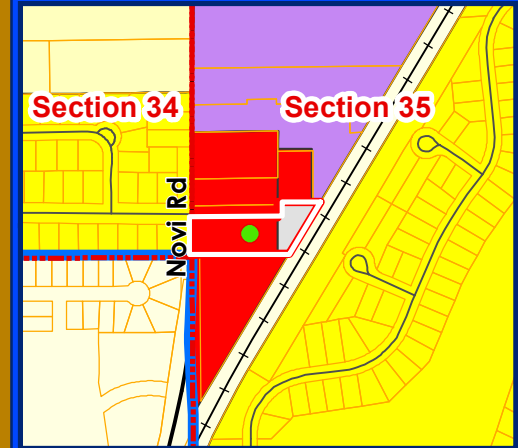
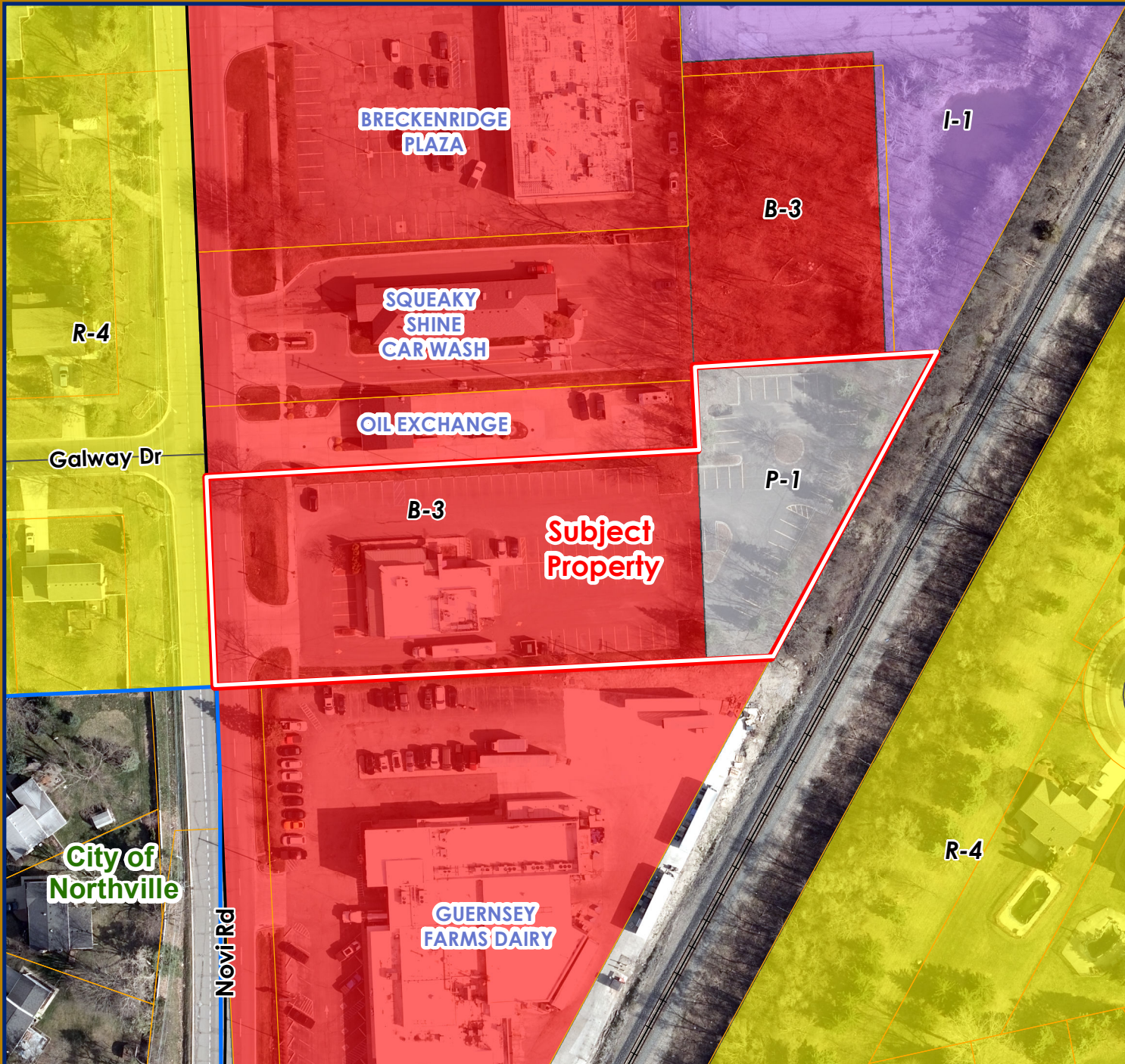
0 15 30 60 90 Feet
1 inch = 103 feet

MAP INTERPRETATION NOTICE

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

JSP 25-17 21420 NOVI ROAD

ZONING MAP



LEGEND

- R-3: One-Family Residential District
- R-4: One-Family Residential District
- B-3: General Business District
- I-1: Light Industrial District
- P-1: Vehicular Parking District
- Subject Property



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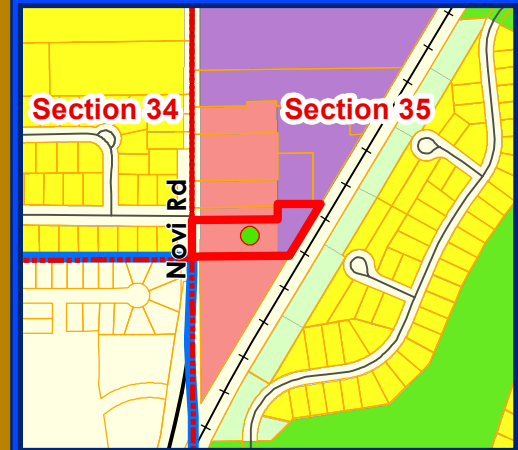
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JSP 25-17 21420 NOVI ROAD

FUTURE LAND USE MAP



LEGEND

- Single Family
- Industrial, Research, Development and Technology
- Local Commercial
- Public Park
- Private Park
- Subject Property



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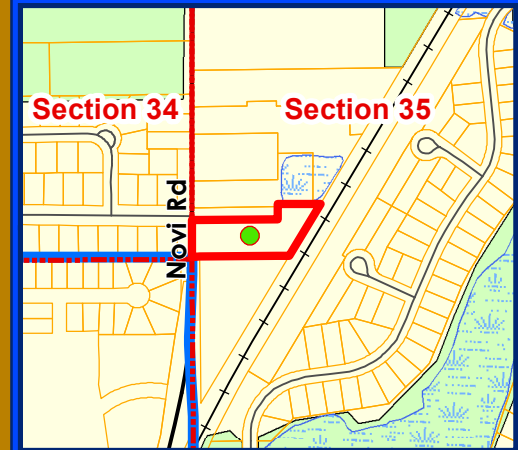
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JSP 25-17 21420 NOVI ROAD

NATURAL FEATURES MAP



LEGEND

- WETLANDS
- WOODLANDS
- Subject Property



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SITE PLAN AND BUILDING ELEVATIONS

NEW PROPOSED RESTAURANT

NEW TENANT BUILDOUT IN EXISTING RESTAURANT SPACE (FORMER BORDER CANTINA)
KAP AND RICH RESTAURANT GROUP

CODE DATA:

ZONING:	B-3 GENERAL BUSINESS
CONSTRUCTION TYPE:	II B
PREVIOUS USE GROUP:	(B) BUSINESS
PROPOSED USE GROUP:	(B) BUSINESS
EXISTING GROSS AREA:	4,391 SQ FT
PROPOSED GROSS AREA:	6,167 SQ FT
FIRE SUPPRESSION:	SPRINKLED

CURRENT CODES:

- 2021 MICHIGAN BUILDING CODE
- 2017 ICC/ANSI A 117.1 MICHIGAN BARRIER FREE DESIGN LAW
- 2021 MICHIGAN PLUMBING CODE
- 2021 MICHIGAN MECHANICAL CODE
- 2023 NATIONAL ELECTRICAL CODE
- 2021 MICHIGAN ENERGY CODE, ANSI/ASHRAE/IESNA STANDARD 90.1-1999
- INTERNATIONAL FIRE CODE 2015

THESE CONSTRUCTION DOCUMENTS WERE PREPARED FOR COMPLIANCE WITH THE MICHIGAN CONSTRUCTION CODE IN EFFECT AT TIME OF PERMIT SUBMITTAL. ALL ENGINEERS, CONTRACTORS, AND SUPPLIERS INVOLVED WITH THE PROJECT SHALL COMPLY WITH THE SAME CODES, ISSUED AND APPROVED CODE MODIFICATIONS, AND/OR CITY OF NOVI CONSTRUCTION BOARD OF APPEALS RULINGS AND WHENEVER REQUIRED SHALL PROVIDE SHOP DRAWINGS AND SUBMITTALS CLEARLY DESCRIBING COMPLIANCE TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE FOR REVIEW AND APPROVAL.

DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE -
ROMAN BONISLAWSKI, R.A. LICENSE #: 37397

SCOPE OF WORK:

INTERIOR FITOUT OF RESTAURANT INCLUDING:

- * ENCLOSURE OF EXISTING PATIO TO EXPAND DINING ROOM
- * NEW PROPOSED COVERED YEAR-ROUND PATIO DINING
- * NEW BAR AND BAR DINING
- * ADDITION TO REAR OF BUILDING FOR NEW BACK OF HOUSE SPACES
- * TWO NEW EXTERIOR COOLERS AT REAR OF BUILDING

DEFERRED SUBMITTALS:

- * PHOTOMETRIC PLAN
- * SEPARATE SIGNAGE SUBMITTAL BASED ON CITY OF NOVI SIGNAGE ORDINANCE

GENERAL NOTES:

- G.C. SHALL EXAMINE SITE, FIELD VERIFY ALL DIMENSIONS AND FIELD CONDITIONS. G.C. IS TO BECOME FAMILIAR WITH CONDITIONS AFFECTING CONSTRUCTION PRIOR TO SUBMITTING A BID.
- THIS PROJECT INVOLVES CONSTRUCTION ON AN EXISTING STRUCTURE. AS SUCH, THE EXISTING BUILDING AND ITS PRESENT CONDITION STAND AS CONSTRUCTION DOCUMENTS OF EQUAL IMPORTANCE TO THE PLANS AND SPECIFICATIONS. BY SUBMITTING A BID, CONTRACTORS ARE ASSUMED TO BE COMPLETELY FAMILIAR WITH THE EXISTING CONDITION OF THE BUILDING AS IT INFLUENCES THE WORK. NO CLAIMS FOR EXTRA COST WILL BE CONSIDERED FOR EXISTING CONDITIONS VISIBLE OR REASONABLY INFERABLE FROM A CAREFUL EXAMINATION OF THE EXISTING BUILDING AND GROUNDS.
- THIS PROJECT IS TO INCLUDE APPROPRIATE TEMPORARY BARRIERS AND DEVICES AS MAY BE REQUIRED TO PROTECT THE HEALTH, SAFETY AND WELFARE OF THE GENERAL PUBLIC AND EMPLOYEES.
- G.C. SHALL SUPERVISE AND DIRECT ALL WORK USING HIS BEST SKILL AND ATTENTION. G.C. SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES AND SEQUENCES OF PROCEDURES FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT, AND INSURING THAT ALL MANUFACTURER REQUIREMENTS FOR EACH PORTION OF WORK BE FOLLOWED.
- DIMENSIONS:
ALL DIMENSIONS SHALL BE MEASURED FROM FINISH FACE OF PROPOSED CONSTRUCTION. G.C. IS RESPONSIBLE FOR BACKING OFF THICKNESSES OF MATERIALS AS REQUIRED TO DIMENSION ROUGH CONSTRUCTION.
 - G.C. SHALL NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO THE CONTINUATION OF THE WORK.
 - G.C. SHALL COORDINATE ALL FINAL DIMENSIONS WITH ALL TRADES IN ACCORDANCE WITH CONSTRUCTION DOCUMENTS.
 - G.C. SHALL COORDINATE THE DIMENSIONS OF ROUGH-INS AS DESCRIBED IN FOOD SERVICE DOCUMENTS BY OTHERS.
- G.C. SHALL PROVIDE ALL NECESSARY PERMITS AND FEES.
- ALL CONTRACTORS SHALL MEET ALL LOCAL GOVERNING CODE REQUIREMENTS.
- G.C. TO GUARANTEE LABOR AND MATERIALS FOR 12 MONTHS.
- CONTRACTORS SHALL SUBMIT SHOP DRAWINGS FOR APPROVAL PRIOR TO FABRICATION AND/OR INSTALLATION. COMMENCEMENT OF FABRICATION/INSTALLATION PRIOR TO APPROVAL SHALL BE DONE AT CONTRACTOR'S RISK.
- IN CASE OF CONFLICT IN DRAWINGS, THE G.C. SHALL NOT PROCEED WITH THAT PART OF THE WORK UNTIL THE ARCHITECT HAS CLARIFIED THE DISCREPANCY.
- G.C. SHALL NOTIFY ARCHITECT OF ANY CONDITIONS WHERE IN HIS JUDGMENT IT WOULD BE DESIRABLE TO MODIFY THE REQUIREMENTS TO PRODUCE THE BEST RESULTS.
- G.C. TO COORDINATE AND PROVIDE WOOD BLOCKING AND STEEL FRAMING IN EXISTING FRAMED WALLS AS MAY BE REQUIRED TO SECURE STRUCTURE, FIXTURES AND EQUIPMENT TO WALLS. ALL WOOD BLOCKING, FRAMING AND/OR FIRE STOPPING USED WITHIN PARTITIONS, PLATFORMS, ETC., SHALL BE OF FIRE RETARDANT TREATED LUMBER AS REQUIRED BY CODE. PROVIDE FIRE RETARDANT WOOD BLOCKING AT ALL ROUGH OPENINGS IN GYPSUM BOARD PARTITIONS AS REQUIRED BY CODE.
- THE G.C. IS RESPONSIBLE FOR ANY PATCHING, FILLING, STAINING AND FINISHING REQUIRED AFTER TRANSPORTATION, ASSEMBLY AND INSTALLATION OF MATERIALS TO ENSURE THE HIGHEST QUALITY FINAL APPEARANCE.
- WORK IN PLACE THAT IS SUBJECT TO INJURY BECAUSE OF OPERATIONS BEING CARRIED ON THERE SHALL BE COVERED, BOARDED UP, OR SUBSTANTIALLY ENCLOSED WITH ADEQUATE PROTECTION. ALL FORMS OF PROTECTION SHALL BE CONSTRUCTED IN A MANNER SUCH THAT UPON COMPLETION THE ENTIRE WORK WILL BE DELIVERED TO THE OWNER IN PRIOR, WHOLE AND UNBLEMISHED CONDITION. WORK DAMAGED BY FAILURE TO PROVIDE PROTECTION SHALL BE REPLACED WITH NEW WORK, AT THE EXPENSE OF THE G.C.
- G.C. IS RESPONSIBLE TO PATCH AND REPAIR EXISTING WALLS, CEILINGS AND FLOOR AS REQUIRED SO AS TO PROVIDE A SMOOTH SURFACE, FREE FROM DEFECTS, READY FOR FINISHING. THIS INCLUDES ALL DAMAGE CAUSED BY EXISTING FINISH REMOVAL, PREVIOUS DAMAGE, EQUIPMENT REMOVAL AND DAMAGE BY OTHER TRADES.
- THE APPLICATION OF ANY FINISH MATERIAL SHALL INDICATE SUBCONTRACTOR'S ACCEPTANCE OF THE SUBSURFACE CONDITIONS AND SUB WILL BE HELD RESPONSIBLE FOR ANY DEFECTS AFTER MATERIAL APPLICATION.
 - SCARIFY, GRIND OR ETCH SUBSURFACE TO REMOVE IRREGULARITIES DUE TO PREVIOUS FINISH APPLICATION.
 - SUBCONTRACTOR SHALL NOTIFY THE G.C. IN WRITING, WITH COPY ISSUED TO ARCHITECT, IF ANY CONDITIONS EXIST THAT WILL BE DETRIMENTAL TO PROPER FINISH MATERIAL INSTALLATION.
- THE G.C. IS RESPONSIBLE FOR FINAL CLEANUP OF ALL AREAS AFFECTED BY CONSTRUCTION. THIS INCLUDES BEFORE FINISHES (PAINTERS, CARPET, ETC.) AND AFTER FINISHES. ALL WASTE MATERIALS TO BE DISPOSED OF IN PROPER RECEPTACLES REMOVED FROM SITE AND LEGALLY DISPOSED OF.
- G.C.'S BASE BID IS TO INCLUDE ALL ARCHITECTURAL, DESIGN-BUILD PLUMBING, DESIGN-BUILD MECHANICAL MODIFICATIONS, DESIGN-BUILD ELECTRICAL WORK AND DESIGN BUILD FIRE SPRINKLER MODIFICATIONS AS MAY BE REQUIRED TO COMPLETE THE WORK DESCRIBED IN THESE DOCUMENTS. CUSTOM DECORATIVE FIXTURES, AND ACCESSORY ITEMS AS NOTED WILL BE PROVIDED BY OWNER AND INSTALLED AND /OR COORDINATED BY G.C.
- G.C. SHALL PROVIDE (1) COMPLETE SET OF RED MARKED BLUEPRINTS TO THE ARCHITECT DOCUMENTING ALL ARCHITECT-APPROVED CHANGES AND CORRECTIONS DISCOVERED IN THE FIELD.
- IT SHALL BE THE FULL RESPONSIBILITY OF THE G.C. TO COORDINATE AND EXPEDITE ALL PHASES OF ARCHITECTURAL, MECHANICAL, PLUMBING, ELECTRICAL, FIRE SPRINKLER AND CUSTOM MILLWORK AND FIXTURE WORK, REGARDLESS OF WHETHER THE OWNER AWARDS SEPARATE CONTRACTS FOR ANY TRADES, BRANCHES OR ITEMS OF WORK AND EQUIPMENT. ALL OTHER TRADES, SUBCONTRACTORS AND/OR SEPARATE CONTRACTORS SHALL COOPERATE FULLY WITH THE G.C.
- THE G.C. MUST SECURE A CERTIFICATE OF OCCUPANCY FROM THE JURISDICTIONAL AUTHORITY BY THE DATE OF COMPLETION AS SPECIFIED IN THE CONTRACT, AND WILL DELIVER A COPY OF THE CERTIFICATE TO THE OWNER.

SHEET INDEX		
SHEET #	SHEET TITLE	PRE-APP
G100	GENERAL INFORMATION	X
SP100	EXISTING SITE PLAN	X
SP101	PROPOSED SITE PLAN	X
SP102	PHOTOMETRIC SITE PLAN	TO FOLLOW
D100	DEMOLITION SITE PLAN	X
D101	DEMOLITION FLOOR PLAN	X
A101	PROPOSED GROUND FLOOR PLAN	X
A102	PROPOSED UPPER FLOOR PLAN	X
A103	ROOF PLAN	X
A401	EXTERIOR ELEVATIONS	X
A402	EXTERIOR ELEVATIONS CONT.	X
A501	SPECIFICATIONS & DETAILS	X



LOCATION MAP
N.T.S.

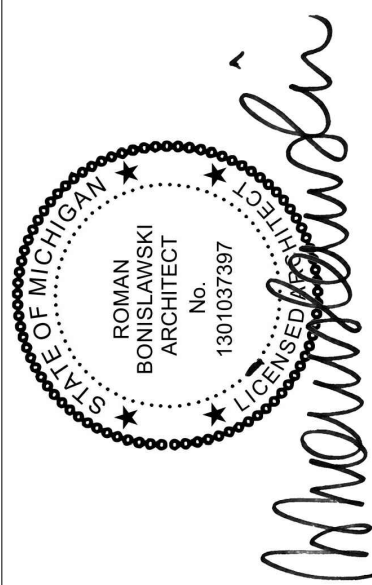


RON ANDROMAN
architects et al.
275 E. Frank St. Birmingham MI 48009
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Project:

NEW PROPOSED RESTAURANT
RENOVATION OF EXISTING RESTAURANT SPACE
21420 NOVI ROAD,
NOVI, MICHIGAN

Seal:



Issue Date:

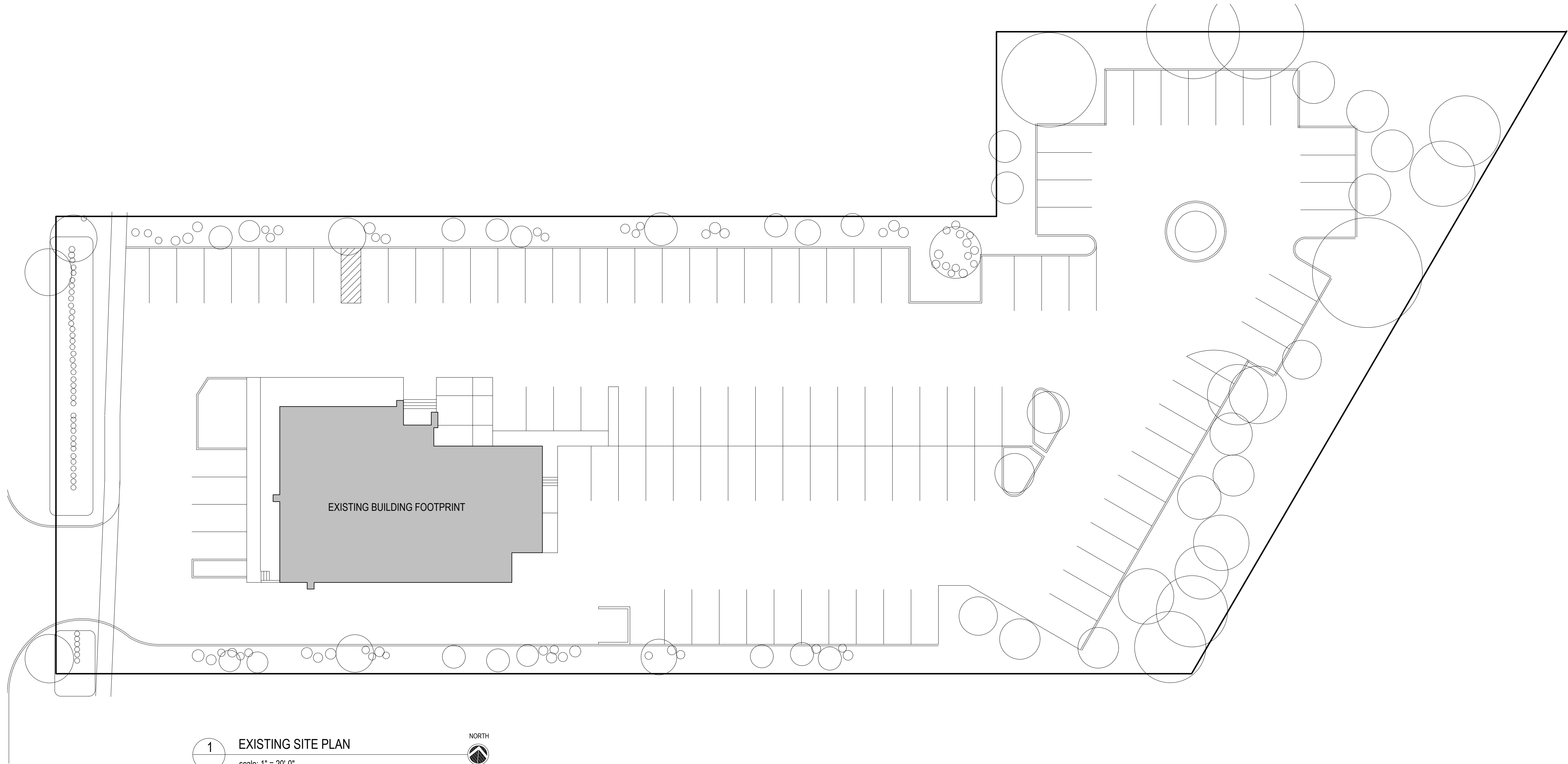
PRE-APP	6/3/2025

Sheet Title:

GENERAL
INFORMATION

Sheet Number:

G100



1 EXISTING SITE PLAN
scale: 1" = 20'-0"

EXISTING BUILDING
4,391 GROSS SQUARE FEET

EXISTING PARKING:
112 SPACES

NORTH

Project:

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Issue Date:

PRE-APP	6/3/2025

Sheet Title:

EXISTING SITE PLAN

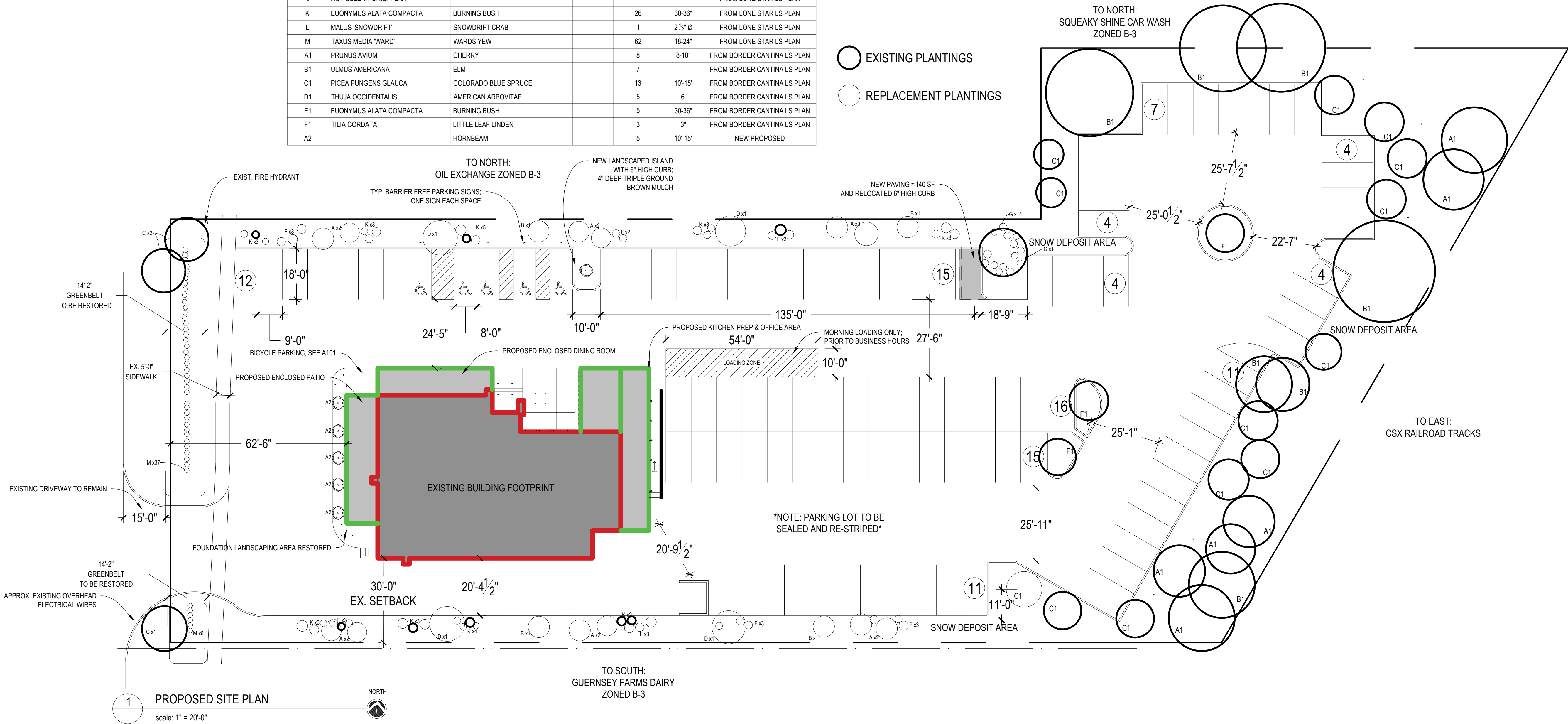
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SP100

GENERAL NOTES

- 1
- ALL LANDSCAPING WILL BE EXECUTED ACCORDING TO "CITY OF NOVI LANDSCAPING STANDARDS"
- 2
- LANDSCAPING FOR THIS PROJECT IS PROPOSED TO BE PLANTED IN THE SUMMER OF 2025. PROVISIONS TO KEEP PLANTINGS PROPERLY WATERED WILL BE MADE BY THE OWNER.
- 3
- IRRIGATION WILL BE INSTALLED BY OWNER BEFORE LANDSCAPING IS INSTALLED. SHOP DRAWINGS SHALL BE SUBMITTED TO ARCHITECT AND OWNER FOR REVIEW.
- 4
- LAWN AREAS TO BE "HYDROSEEDED"
- 5
- ALL SIGNAGE SHALL MEET THE CITY OF NOVI SIGNAGE ORDINANCES AND STANDARDS. TO BE PERMITTED SEPARATELY
- 6
- ALL MULCHED AREAS TO BE 4" DEEP TRIPLE GROUND BROWN MULCH
- 6
- PHRAGMITES CONTROL: NO JAPANESE KNOTWEED FOUND ON SITE

REPLACEMENT PLANTING SCHEDULE (BASED ON PREVIOUS LS PLANS)						
ITEM	BOT. NAME	COMMON NAME	EX. QTY.	REP. QTY.	SIZE	REMARKS
A	PINUS NIGRA	AUSTRIAN PINE		13	7'-8"	FROM LONE STAR LS PLAN
B	PSEUDOTSUGA MENZIESII	DOUGLAS FIR		4	7'-8"	FROM LONE STAR LS PLAN
C	GLEDITSIA TRICANTHOS 'INERMIS'	SUNBURST HONEYLOCUST		5	3" Ø	FROM LONE STAR LS PLAN
D	PYRUS CALLERYA	BRADFORD PEAR		4	3" Ø	FROM LONE STAR LS PLAN
E	JUNIPERUS 'BLUE RUG'	BLUE RUG JUNIPER		33		FROM LONE STAR LS PLAN
F	CORNUS SERECIA	VAR. REDTWIG DOGWOOD		23	30-36"	FROM LONE STAR LS PLAN
G	TAXUS DENSIFORMIS	DENSE YEW		14	23-30"	FROM LONE STAR LS PLAN
H	NOT USED IN ORIG. PLAN					FROM LONE STAR LS PLAN
I	NOT USED IN ORIG. PLAN					FROM LONE STAR LS PLAN
J	NOT USED IN ORIG. PLAN					FROM LONE STAR LS PLAN
K	EUONYMUS ALATA COMPACTA	BURNING BUSH		26	30-36"	FROM LONE STAR LS PLAN
L	MALUS 'SNOWDRIFT'	SNOWDRIFT CRAB		1	2 1/2" Ø	FROM LONE STAR LS PLAN
M	TAXUS MEDIA 'WARD'	WARDS YEW		62	18-24"	FROM LONE STAR LS PLAN
A1	PRUNUS AVIUM	CHERRY		8	8-10"	FROM BORDER CANTINA LS PLAN
B1	ULMUS AMERICANA	ELM		7		FROM BORDER CANTINA LS PLAN
C1	PICEA PUNGENS GLAUCA	COLORADO BLUE SPRUCE		13	10'-15'	FROM BORDER CANTINA LS PLAN
D1	THUJA OCCIDENTALIS	AMERICAN ARBOVITAE		5	6'	FROM BORDER CANTINA LS PLAN
E1	EUONYMUS ALATA COMPACTA	BURNING BUSH		5	30-36"	FROM BORDER CANTINA LS PLAN
F1	TILIA CORDATA	LITTLE LEAF LINDEN		3	3"	FROM BORDER CANTINA LS PLAN
A2		HORNBEAM		5	10'-15'	NEW PROPOSED



EXISTING BUILDING
4,391 GROSS AREA

PROPOSED BUILDING
6,167 GROSS AREA

PROPOSED PARKING:

190 SEATS / 2 = 95
20 EMP. / 2 = 10

89 SPACES REQUIRED PER CALCULATION BY GROSS AREA
105 SPACES REQUIRED PER CALCULATION BY INTERIOR SEATING

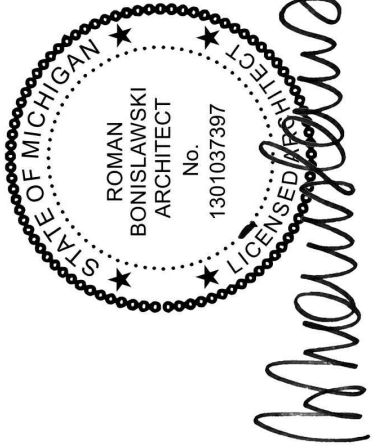
103 SPACES PROVIDED INCLUDING 5 ADA SPACES
WILL PURSUE VARIANCE FOR TWO SPACES

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21420 NOVI ROAD,
NOVI, MICHIGAN

Seal:



Issue Date:

PRE-APP	6/3/2025

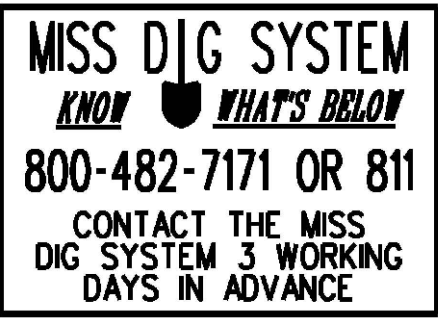
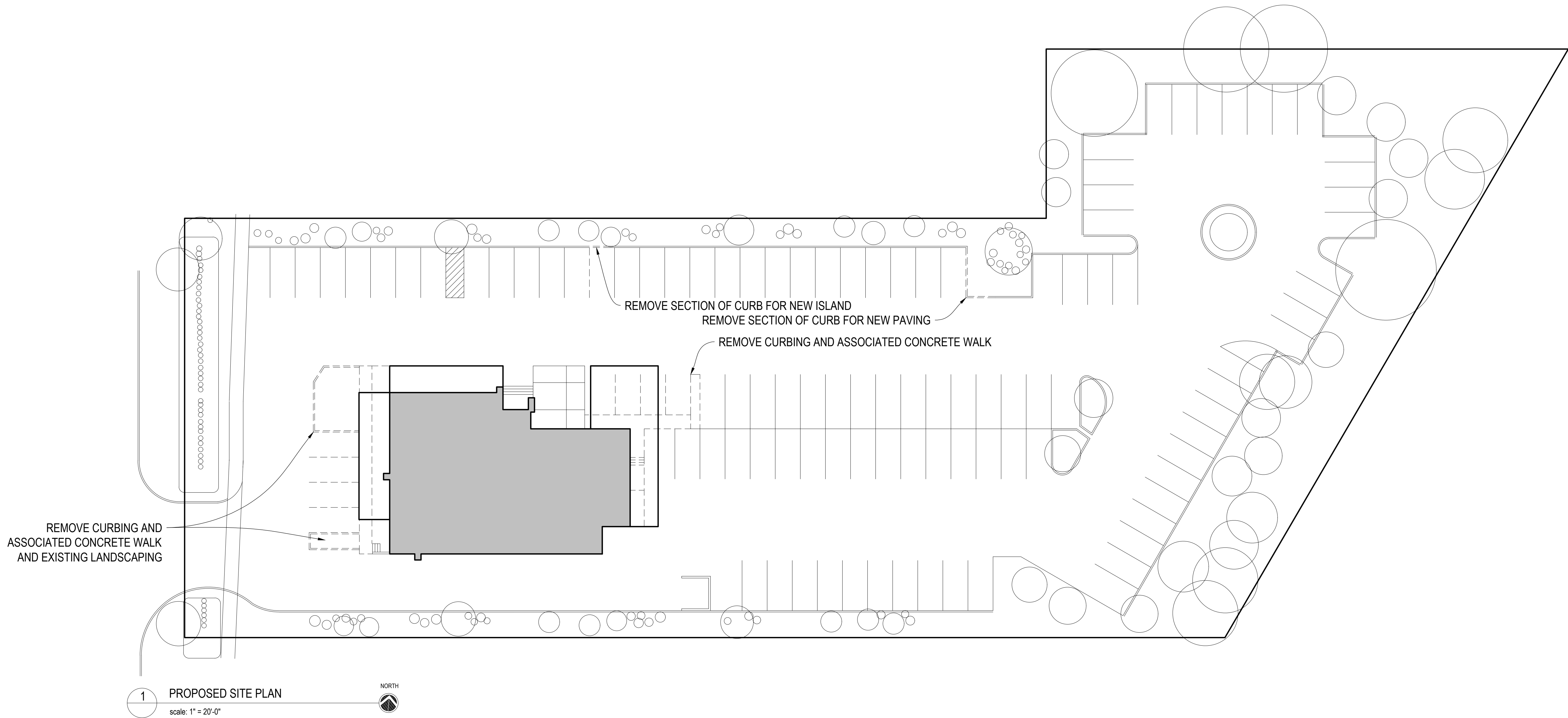
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PROPOSED
SITE PLAN

Sheet Number:

SP101





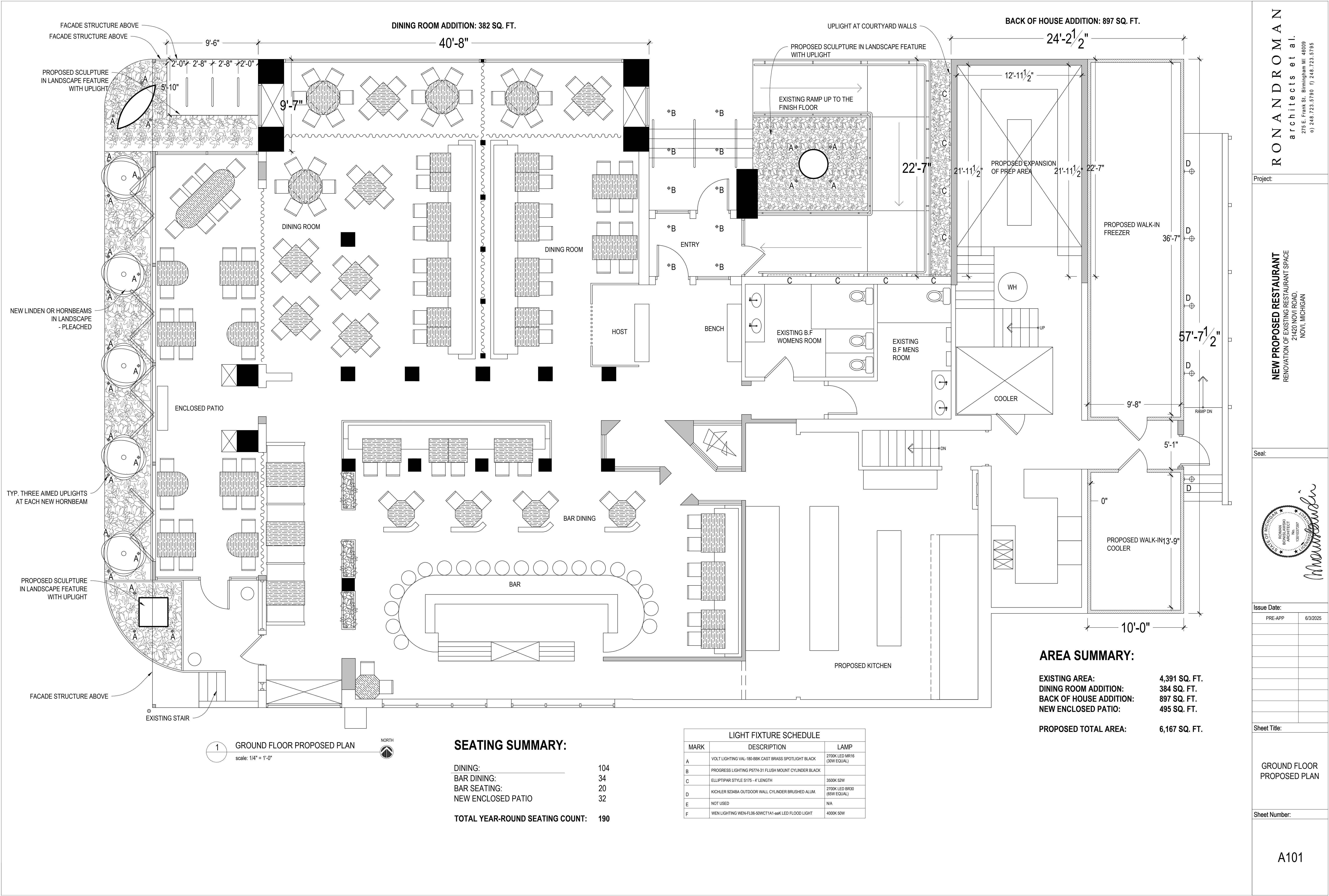
Issue Date:	
PRE-APP	6/3/2025

Sheet Title:

DEMOLITION
SITE PLAN

Sheet Number:

D100



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Seal:

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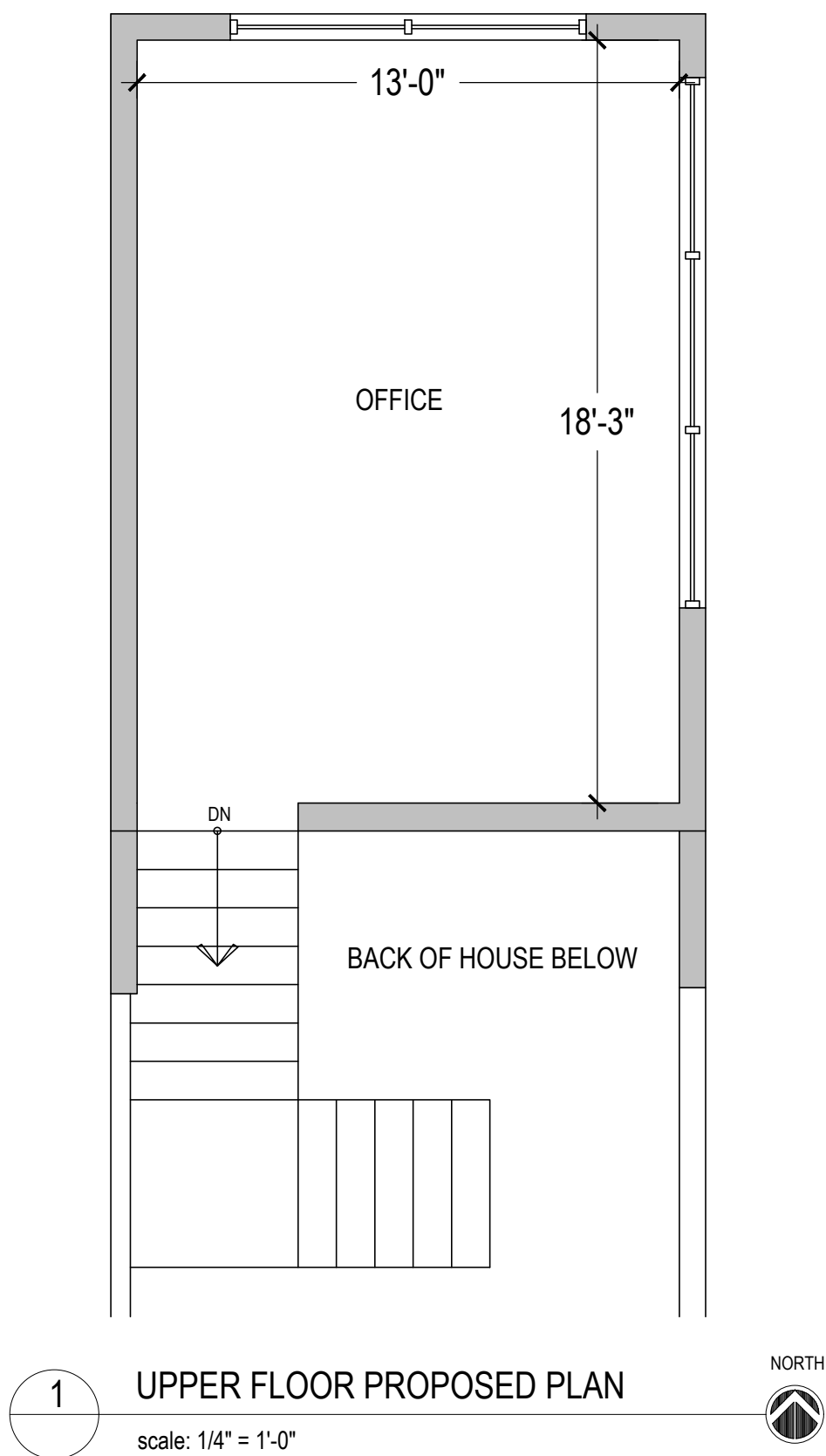
PRE-APP	6/3/2025
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Sheet Title:

GROUND FLOOR PROPOSED PLAN

Sheet Number:

A101



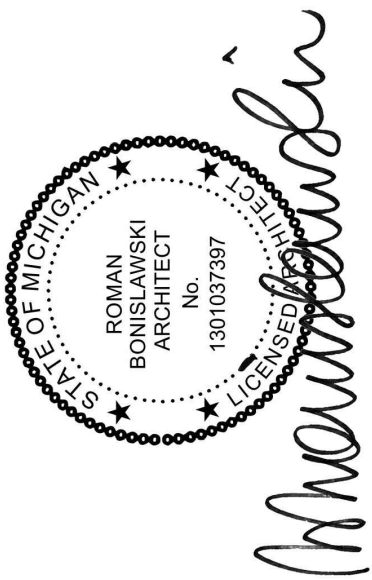
1 UPPER FLOOR PROPOSED PLAN

scale: 1/4" = 1'-0"

Project:

NEW PROPOSED RESTAURANT
RENOVATION OF EXISTING RESTAURANT SPACE
21420 NOVI ROAD,
NOVI, MICHIGAN

Seal:



Issue Date:

PRE-APP	6/3/2025

Sheet Title:

UPPER FLOOR
PROPOSED PLAN

Sheet Number:

A102

NEW ROOFS AT NEW BUILDING EXPANSIONS

NEW BACK OF HOUSE ADDITION

EXISTING HVAC UNIT
TO REMAIN

EXISTING HVAC
UNIT
TO REMAIN

EXISTING HVAC
UNIT
TO REMAIN

EXISTING HVAC
UNIT
TO REMAIN

EXISTING HVAC
UNIT
TO REMAIN

EXISTING HVAC UNIT
TO REMAIN

EXISTING MECHANICAL SCREEN WALL TO REMAIN

EXISTING PARAPET WALL TO BE MADE TALLER;
WILL PROVIDE SCREENING FROM NOVI ROAD
FOR ANY NEW ROOFTOP UNIT

1 ROOF PLAN W/ EXISTING EQUIP.
scale: 1/4" = 1'-0"



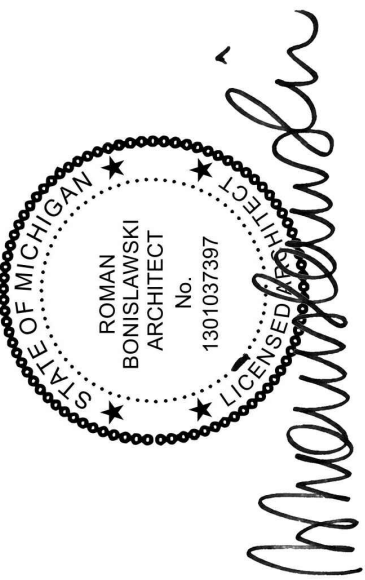
*NOTE: HEIGHTENED PARAPET WALL AT WEST AND NORTH WILL PROVIDE SUFFICIENT
SCREENING FOR ANY FUTURE ROOFTOP UNITS*

RON ANDROMAN
architects et al.
275 E. Frank St., Birmingham MI 48009
o) 248.723.5790 f) 248.723.5795

Project:

NEW PROPOSED RESTAURANT
RENOVATION OF EXISTING RESTAURANT SPACE
21420 NOVI ROAD,
NOVI, MICHIGAN

Seal:



Issue Date:

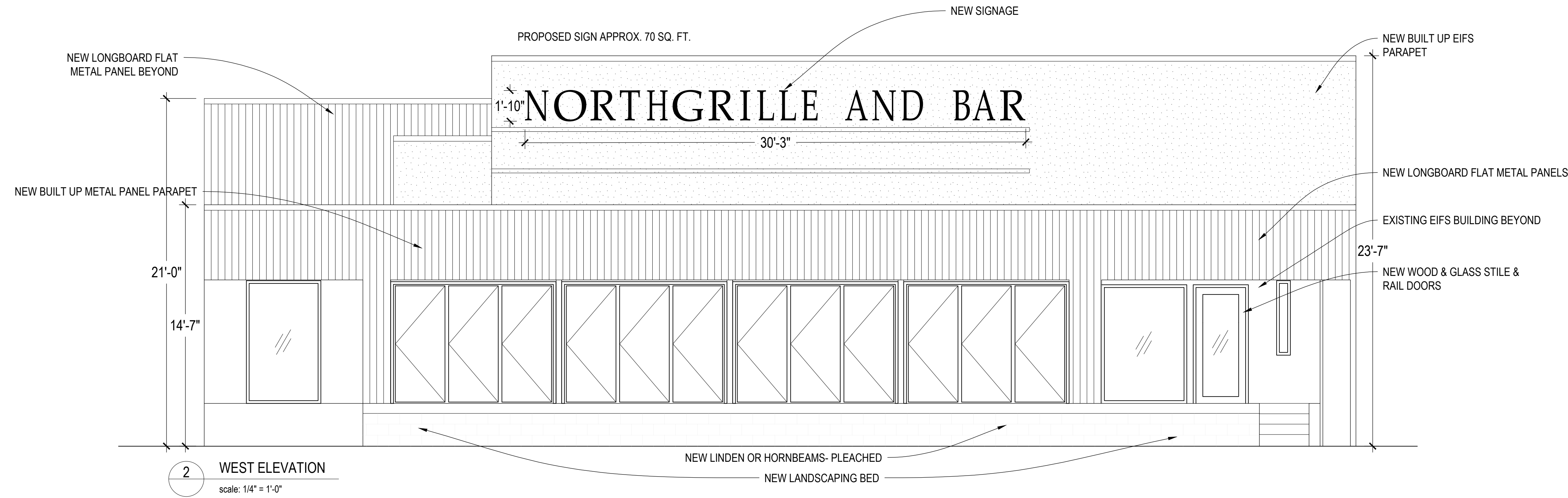
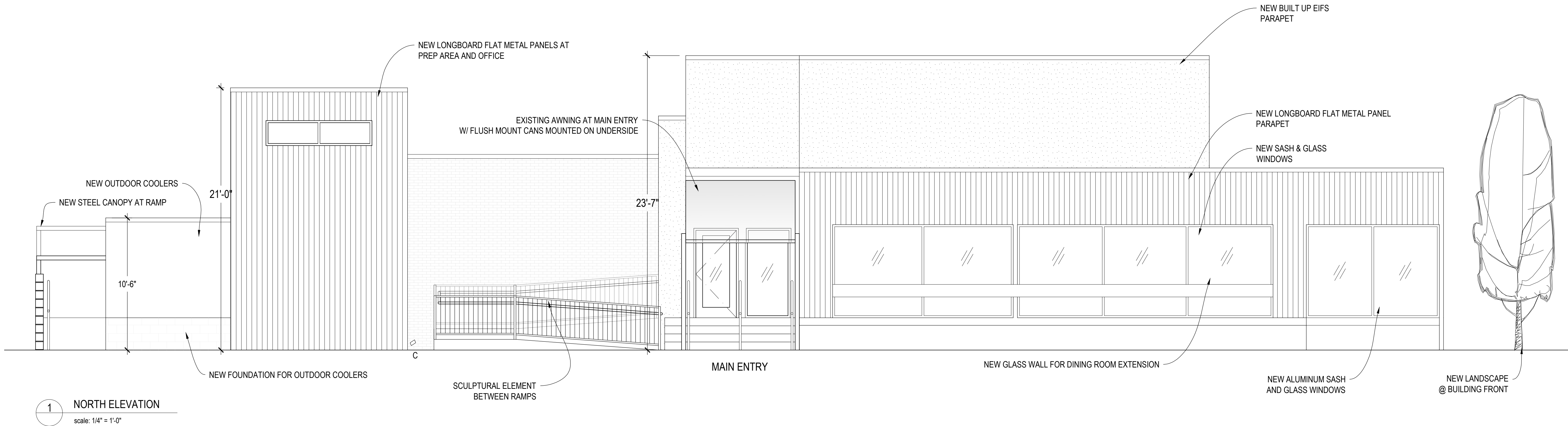
PRE-APP	6/3/2025

Sheet Title:

ROOF PLAN

Sheet Number:

A103



LIGHT FIXTURE SCHEDULE		
MARK	DESCRIPTION	LAMP
A	VOLT LIGHTING VAL-180-BBK CAST BRASS SPOTLIGHT BLACK	2700K LED MR16 (30W EQUAL)
B	PROGRESS LIGHTING P5774-31 FLUSH MOUNT CYLINDER BLACK	
C	ELLIPTIPAR STYLE S175 - 4' LENGTH	3500K 52W
D	KICHLER 9234BA OUTDOOR WALL CYLINDER BRUSHED ALUM.	2700K LED BR30 (65W EQUAL)
E	NOT USED	N/A
F	WEN LIGHTING WEN-FL06-50WCT1A1-aaK LED FLOOD LIGHT	4000K 50W

Project:

NEW PROPOSED RESTAURANT
RENOVATION OF EXISTING RESTAURANT SPACE
21420 NOVI ROAD,
NOVI, MICHIGAN

Seal:



Issue Date:

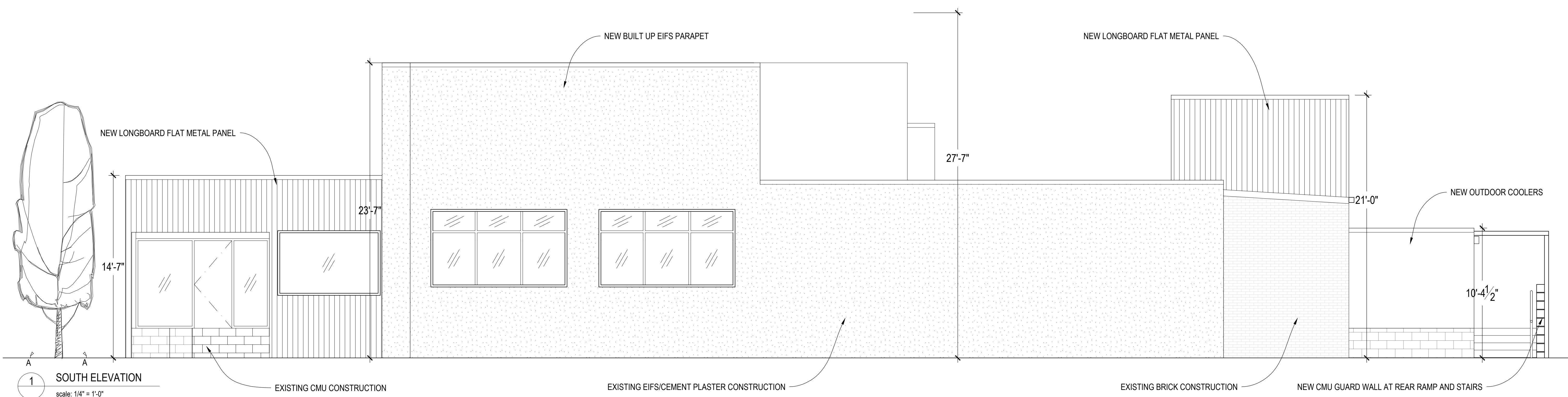
PRE-APP 6/3/2025

Sheet Title:

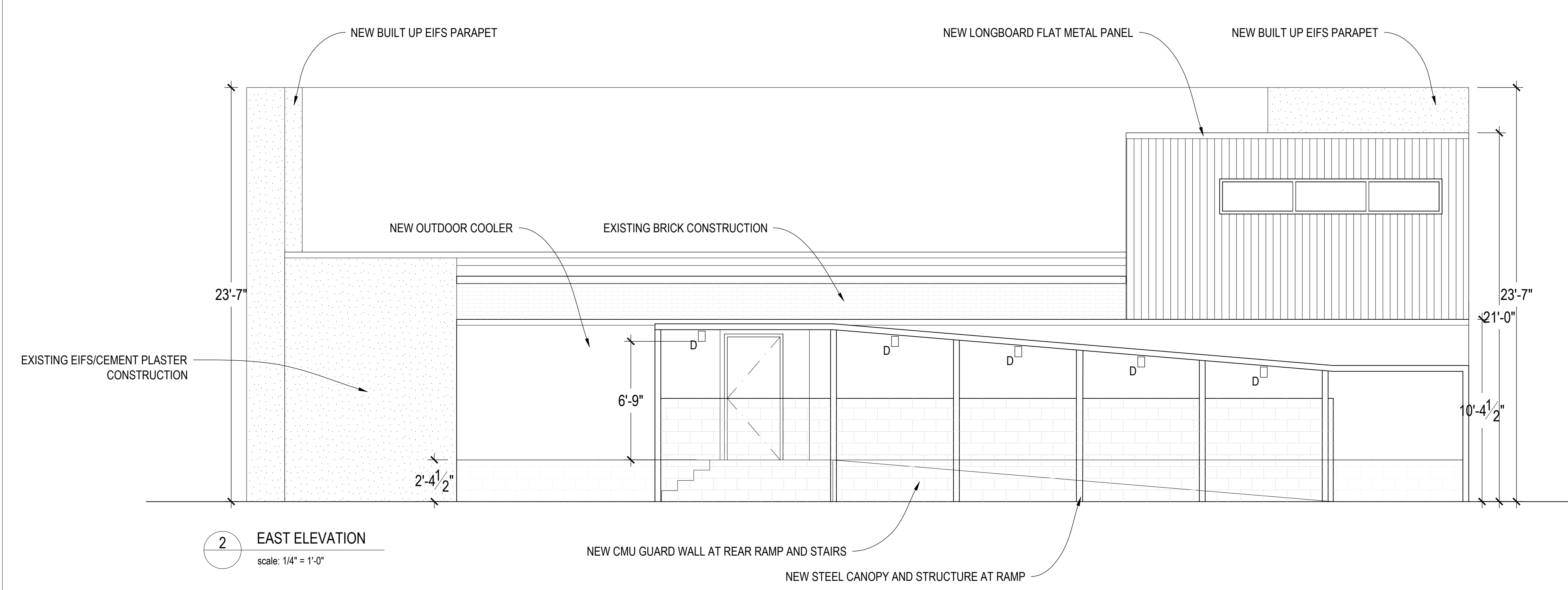
EXTERIOR
ELEVATIONS

Sheet Number:

A401



1 SOUTH ELEVATION
scale: 1/4" = 1'-0"



2 EAST ELEVATION
scale: 1/4" = 1'-0"

LIGHT FIXTURE SCHEDULE		
MARK	DESCRIPTION	LAMP
A	VOLT LIGHTING VAL-180-BBK CAST BRASS SPOTLIGHT BLACK	2700K LED MR16 (30W EQUAL)
B	PROGRESS LIGHTING P5774-31 FLUSH MOUNT CYLINDER BLACK	
C	ELLIPTIPAR STYLE S175 - 4' LENGTH	3500K 52W
D	KICHLER 92348A OUTDOOR WALL CYLINDER BRUSHED ALUM.	2700K LED BR30 (65W EQUAL)
E	NOT USED	N/A
F	WEN LIGHTING WEN-FL06-50WCT1A1-aak LED FLOOD LIGHT	4000K 50W

LCH0025LCACZA0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

General Product Information

Product Family:

Application:

Temperature Range:

Voltage (Volts/Ph/Hz):

Refrigerant Type:

Piping:

HTS

Low Temp

258-230/360

R404A

Standard

Compressor Brand:

Compressor Type:

Compressor Hp:

Compressor Model:

Number of Compressor(s):

Cool Type:

Copeland

Scroll

1.5

2730ME-PT5-231

1

Microchannel

Technical Information

Performance Data

Ambient Temperature (°F)		Saturated Suction Temperature (°F)		Application Capacity* (BTU/h)		Altitude (ft)		AWEF Value	
95		-20		8,200		0		3.12	

Electrical Data

Compressor(s)		Fan Motor(s)		Electric Ratings	
RLA	URA	Quantity	Hp	FLA	Defrost Type
8.7	63	2	1/15	1	AIR DEFROST

Unit Specifications

Connections (in.)		Recover 90% Full (lbs)		Fan Blade(s) Diameter (in.)		Sound Data (dB)		Approx. Net Weight (lbs)	
Liquid Line	Suction	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized
0.5	0.875	14	20	14	20	64	64	230	230

Dimensional Drawing(s)

LCH0025LCACZA0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

Standard Features

CABINET AND CONSTRUCTION

SERVICEABILITY

- MICROCHANNEL COIL TECHNOLOGY STANDARD ON ALL UNITS
- PAINTED STEEL CABINETS FOR SUPERIOR STRENGTH AND CORROSION PROTECTION
- HEAVY DUTY STEEL 1-1/2" TALL BASE

- SECTOR SERVICE VALVES FOR HERMETIC AND SCROLL COMPRESSORS
- LOCATED OUTSIDE THE CABINET FOR QUICK INSTALLATIONS
- RECOVER WITH FUSIBLE FILL LIQUID SHUTOFF VALVE AND CHARGING PORT IS STANDARD
- LARGE ELECTRICAL PANEL FOR EASE OF ACCESS
- PREFABRICATED WIRING HARNESSES FOR TIGHT CRAMP CONNECTIONS AND CONSISTENT WIRING
- UNIT STAYS ON IF THE HOOD IS REMOVED FOR SERVICING
- SHORT GLASS IS EASILY VIEWABLE

Options

Mounted Options

RELIABLE DURABLE

- BRAND LABEL OPTION - LARKIN
- Pressure Options - ADJUSTABLE LOW - FIXED HIGH
- Compressor Heater - GRANULACASE HEATER
- Panel Discharge - NO TUBES DISCONNECT
- Coil Selection - MICROCHANNEL COIL
- Subsidiary Line Options - FILTER DRIER AND SIGHT GLASS
- Discharge Line Option - HEAD PRESSURE VALVE 100M
- BASE LEE SHROUDED OPTION - NONE
- COMPLIANCE - DOE COMPLIANT
- HAL GUARD - NONE

- Default Timer Option - NO TIMER
- Motor - PSC
- Phase Line Monitor - NONE
- CABINET OPTIONS - PAINTED - OUTDOOR
- Recover Option - STANDARD
- Subsidiary Line Options - ELECTRIC TUBE ONLY
- PRE-CHARGE OPTIONS - NONE
- HAL GUARD - NONE

Minimum Unit Clearances

Walls or Obstructions for Horizontal Air Flow

Multiple Units with Horizontal Air Flow

LEL0100BS6EMAB0200 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

General Product Information

Product Family:

Application:

Temperature Range:

Voltage (Volts/Ph/Hz):

Refrigerant Type:

Piping:

LEL

Exhaust

258-230/160

R404A

Standard

Compressor Brand:

Compressor Type:

Compressor Hp:

Compressor Model:

Number of Compressor(s):

Cool Type:

Copeland

Scroll

1.5

2730ME-PT5-231

1

Microchannel

Technical Information

Performance Data

Capacity		Air Flow		Altitude		AWEF Value	
TD (°F)	SST (°F)	CFM	Fan Diameter (in.)	Altitude (ft)	Defrost Type	Defrost Type	Defrost Type
10	-20	9,900	1281	12	Standard	w/Color	0

Electrical Data

Fan Motor(s)		Defrost Heater(s)		Drain Pan Heater(s) HG	
Watts	Amperes	Watts	Amperes	Watts	Amperes
110	1	2160	9.1	-	-

Unit Specifications

Connections (in.)		Recover 90% Full (lbs)		Fan Blade(s) Diameter (in.)		Sound Data (dB)		Approx. Net Weight (lbs)	
Liquid Line	Suction	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized
0.5	0.875	14	20	14	20	64	64	230	230

Dimensional Drawing(s)

LEL0100BS6EMAB0200 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

Standard Features

EASE OF INSTALLATION SERVICE

SERVICEABILITY

- ALL ELECTRICAL COMPONENTS FACTORY WIRED TO TERMINAL BOARD AND IDENTIFIED MAKING IT EASY TO FIELD WIRE THE UNIT
- CABINET DESIGN FEATURES REMOVABLE FRONT ACCESS PANELS ON EACH SIDE FOR EASY ACCESS TO ELECTRICAL AND REFRIGERATION COMPONENTS
- LIQUID LINE SOLDERING WIRE HARNESS IS FACTORY-INSTALLED FOR QUICK INSTALLATION
- MOTORS PLUS INTO WIRING HARNESS FOR EASIER SERVICING
- HEATED REMOVABLE DRAIN PAN FOR EASY AND SAFE ACCESS
- PRE-DRILLED HOLES ON THE BACK OF THE UNIT FOR ROOM THERMOSTAT
- QUICK REMOVAL PAN GUARD/MOTOR ASSEMBLY FOR EASY SERVICE OR REPLACEMENT OF AIR MOVER PARTS

- INTERNAL PANELS ARE ISOLATED FOR QUIET OPERATION
- INTERNALLY ENHANCED TURNING AND FIN DESIGN FOR HIGHER EFFICIENCY
- EC MOTORS STANDARD ON ALL MODELS FOR IMPROVED UNIT EFFICIENCY

Options

Mounted Options

RELIABLE DURABLE

- Cabinet Type - White
- Compressor Option - Intelligent
- Coil Part Type - White
- Fan Blade - Standard
- Coil Material - Aluminum
- UL Service Voltage - None
- Recover Part Number - L-1-V2

- Coil Mechanical Option - Intelligent
- Coil Part Type - None
- Fan Blade - Standard
- Coil Material - Aluminum
- UL Service Voltage - None
- Recover Part Number - L-1-V2

Minimum Unit Clearances

Walls or Obstructions for Horizontal Air Flow

Multiple Units with Horizontal Air Flow

AGENCY LISTINGS

AGENCY LISTINGS

AGENCY LISTINGS

AGENCY LISTINGS

LEL0155AS6AMAB0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

General Product Information

Product Family:

Application:

Temperature Range:

Voltage (Volts/Ph/Hz):

Refrigerant Type:

Piping:

LEL

Exhaust

258-230/160

R404A

Standard

Compressor Brand:

Compressor Type:

Compressor Hp:

Compressor Model:

Number of Compressor(s):

Cool Type:

Copeland

Scroll

1.5

2730ME-PT5-231

1

Microchannel

Technical Information

Performance Data

Capacity		Air Flow		Altitude		AWEF Value	
TD (°F)	SST (°F)	CFM	Fan Diameter (in.)	Altitude (ft)	Defrost Type	Defrost Type	Defrost Type
10	-20	9,900	1281	12	Standard	w/Color	0

Electrical Data

Fan Motor(s)		Defrost Heater(s)		Drain Pan Heater(s)	
Watts	Amperes	Watts	Amperes	Watts	Amperes
110	1	2160	9.1	-	-

Unit Specifications

Connections (in.)		Recover 90% Full (lbs)		Fan Blade(s) Diameter (in.)		Sound Data (dB)		Approx. Net Weight (lbs)	
Liquid Line	Suction	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized
0.5	0.875	14	20	14	20	64	64	230	230

Dimensional Drawing(s)

LEL0155AS6AMAB0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

Standard Features

EASE OF INSTALLATION SERVICE

SERVICEABILITY

- ALL ELECTRICAL COMPONENTS FACTORY WIRED TO TERMINAL BOARD AND IDENTIFIED MAKING IT EASY TO FIELD WIRE THE UNIT
- CABINET DESIGN FEATURES REMOVABLE FRONT ACCESS PANELS ON EACH SIDE FOR EASY ACCESS TO ELECTRICAL AND REFRIGERATION COMPONENTS
- LIQUID LINE SOLDERING WIRE HARNESS IS FACTORY-INSTALLED FOR QUICK INSTALLATION
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- INTERNAL PANELS ARE ISOLATED FOR QUIET OPERATION
- INTERNALLY ENHANCED TURNING AND FIN DESIGN FOR HIGHER EFFICIENCY
- EC MOTORS STANDARD ON ALL MODELS FOR IMPROVED UNIT EFFICIENCY

Options

Mounted Options

RELIABLE DURABLE

- BRAND LABEL OPTION - LARKIN
- Pressure Options - ADJUSTABLE LOW - FIXED HIGH
- Compressor Heater - GRANULACASE HEATER
- Panel Discharge - NO TUBES DISCONNECT
- Coil Selection - MICROCHANNEL COIL
- Subsidiary Line Options - FILTER DRIER AND SIGHT GLASS
- Discharge Line Option - HEAD PRESSURE VALVE 100M
- BASE LEE SHROUDED OPTION - NONE
- COMPLIANCE - DOE COMPLIANT
- HAL GUARD - NONE

- Default Timer Option - NO TIMER
- Motor - PSC
- Phase Line Monitor - NONE
- CABINET OPTIONS - PAINTED - OUTDOOR
- Recover Option - STANDARD
- Subsidiary Line Options - ELECTRIC TUBE ONLY
- PRE-CHARGE OPTIONS - NONE
- HAL GUARD - NONE

Minimum Unit Clearances

Walls or Obstructions for Horizontal Air Flow

Multiple Units with Horizontal Air Flow

LCH0030MCALZA0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

Submitted From:

Tag:

By:

Date:

For Record

For Approval

General Product Information

Product Family:

Application:

Temperature Range:

Voltage (Volts/Ph/Hz):

Refrigerant Type:

Piping:

LCH

Exhaust

258-230/160

R404A

Standard

Compressor Brand:

Compressor Type:

Compressor Hp:

Compressor Model:

Number of Compressor(s):

Cool Type:

Copeland

Scroll

1.5

2730ME-PT5-231

1

Microchannel

Technical Information

Performance Data

Capacity		Air Flow		Altitude		AWEF Value	
TD (°F)	SST (°F)	CFM	Fan Diameter (in.)	Altitude (ft)	Defrost Type	Defrost Type	Defrost Type
10	-20	9,900	1281	12	Standard	w/Color	0

Electrical Data

Fan Motor(s)		Defrost Heater(s)		Drain Pan Heater(s)	
Watts	Amperes	Watts	Amperes	Watts	Amperes
110	1	2160	9.1	-	-

Unit Specifications

Connections (in.)		Recover 90% Full (lbs)		Fan Blade(s) Diameter (in.)		Sound Data (dB)		Approx. Net Weight (lbs)	
Liquid Line	Suction	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized	Standard	Over Sized
0.5	0.875	14	20	14	20	64	64	230	230

Dimensional Drawing(s)

LCH0030MCALZA0000 - SUBMITTAL

LARKIN

Project Name:

Quote ID:

Submitted For:

Submitted By:

Identity #:

Project Location:

Item #:

Submitted On:

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Date:

For Record

For Approval

Standard Features

EASE OF INSTALLATION SERVICE

SERVICEABILITY

- ALL ELECTRICAL COMPONENTS FACTORY WIRED TO TERMINAL BOARD AND IDENTIFIED MAKING IT EASY TO FIELD WIRE THE UNIT
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Options

Mounted Options

RELIABLE DURABLE

- Cabinet Type - White
- Compressor Option - Intelligent
- Coil Part Type - White
- Fan Blade - Standard
- Coil Material - Aluminum
- UL Service Voltage - None
- Recover Part Number - L-1-V2

- Coil Mechanical Option - Intelligent
- Coil Part Type - None
- Fan Blade - Standard
- Coil Material - Aluminum
- UL Service Voltage - None
- Recover Part Number - L-1-V2

Minimum Unit Clearances

Walls or Obstructions for Horizontal Air Flow

Multiple Units with Horizontal Air Flow

AGENCY LISTINGS

AGENCY LISTINGS

AGENCY LISTINGS

AGENCY LISTINGS

EXTERIOR WALLS DIAGRAMS

CEILING DIAGRAM

FLOOR DIAGRAM

CEILING DIAGRAM

EXTERIOR WALLS DIAGRAMS

CEILING DIAGRAM

FLOOR DIAGRAM

CEILING DIAGRAM

EXTERIOR WALLS DIAGRAMS

CEILING DIAGRAM

FLOOR DIAGRAM

CEILING DIAGRAM

EXTERIOR WALLS DIAGRAMS

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CEILING DIAGRAM

EXTERIOR WALLS DIAGRAMS

CEILING DIAGRAM

FLOOR DIAGRAM

CEILING DIAGRAM

EXTERIOR WALLS DIAGRAMS

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

Planning Review

21420 Novi Road
JSP25-17
April 17, 2025

PETITIONER:

Kap and Rich Restaurant Group | Mike Richardson/Glenn Kaplan

REVIEW TYPE:

Preliminary/Final Site Plan

PROPERTY CHARACTERISTICS

Section	35	
Site Location	21420 Novi Road 50-22-35-101-037	
Site School District	Novi Community School District	
Site Zoning	B-3 General Business and P-1 Vehicular Parking	
Adjoining Zoning	North	B-3 General Business
	East	Railroad
	West	R-4 One-Family Residential
	South	B-3 General Business
Current Site Use	Restaurant	
Adjoining Uses	North	Business (Oil Change)
	East	Railroad
	West	Residential
	South	Restaurant (Guernsey Farms Dairy)
Site Size	1.73 Acres	
Plan Date	06/03/25	

PROJECT SUMMARY

The applicant is proposing to renovate an existing 4,391 square-foot restaurant building for a new restaurant use. Proposed renovations include the enclosure of the existing patio to expand the interior dining area and construction of a new addition at the east side (rear) of the building to accommodate back of the house operations. A 237 square-foot office will be added on the second floor. The total building area upon completion will be 6,404 square feet. The existing 112 space parking lot will be resealed and restriped, resulting in 103 spaces after the building addition.

RECOMMENDATION

- Engineering and Fire are **recommending approval** of the Preliminary/Final Site Plan.
- Façade is **recommending contingent approval** of the Preliminary/Final Site Plan.
- Planning, Landscape, and Traffic are **recommending approval of the Preliminary Site Plan, but denial of the Final Site Plan** until comments in the review letters are adequately addressed.

ORDINANCE REQUIREMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Please see the attached planning chart for information pertaining to ordinance requirements. The items below must be addressed and incorporated as part of the revised site plan sets.

1. Number of Parking Spaces, Restaurants: Sit-down (Section 5.2.12.E): Per calculations shown in the Planning Chart, 105 parking spaces are required. After building and site renovations, 103 parking spaces are proposed. **The applicant indicates a ZBA variance will be sought for the deficiency of two parking spaces.**
2. Parking Space Dimensions and Maneuvering Lanes (Section 5.3.2): For 90° parking spaces, a maneuvering lane width of 24 feet, and a parking space width of 9 feet and length of 19 feet is required. Parking spaces less than 19 feet long (17 feet minimum) are permitted with a 4" high curb. When no parking spaces are adjacent to a maneuvering lane, the lane width may be reduced to 22 feet.
 - 90° parking, 9 feet wide by 18 feet long parking spaces with 6" high curbs proposed. **Please provide 4" curb instead of 6" for parking spaces less than 19 feet.**
 - A maneuvering lane of 20'-4 ½" on the south side of the building is existing non-conforming.
 - The addition to the rear of the building creates a reduced drive aisle of 20'-9 ½" adjacent to the existing dumpster. **Please relocate the dumpster to meet the required drive aisle width or a variance will be required.**
3. Loading Spaces (Section 5.4.2): Loading, unloading space shall be provided in the rear yard at a ratio of 10 square feet for each front foot of building. **The proposed loading zone in the rear yard is 54' x 10'. Increase loading zone area to meet requirement (building is 65' in length).**
4. Loading Spaces (Section 5.4.4): The area required for loading, unloading and trash receptacles shall be computed separately from the off-street parking requirements and shall be laid out in such a way that when in use it shall not cut off or diminish access to offstreet parking spaces or to service drives. The proposed loading zone is perpendicular to rear yard parking spaces, cutting off access to the adjacent spaces. **The applicant has indicated morning loading only to occur, prior to business hours.**
5. Bicycle Parking Requirements (Section 5.16): All bicycle parking spaces shall be paved and adjacent to a bicycle rack of the inverted "U" design. Plans for the layout of bicycle parking facilities shall be in accord with minimum requirements. **Provide bike rack details and increase bike pad layout dimensions to ensure compliance.** Updated ordinance standards can be found here: [18.301 Text Amendment](#).
6. Lighting and Photometric Plan (Section 5.7.3.J): Lighting shall be designed to provide the minimum illumination necessary to ensure adequate vision and comfort in parking areas. Full cut-off fixtures shall be used to prevent glare. The applicant proposes to utilize the existing 25' parking lot poles, retrofitting them with new LED heads. Additionally, one additional 25' pole with a matching LED fixture is proposed for the rear parking area to enhance coverage. **Please indicate Color Rendering Index and Correlated Color Temperature for light pole fixtures in next submittal.**
7. Plan Review (Section 6.1.1.C.ix.b): Planning Commission approval of the site plan is required as the 1,776 addition is 40% of the gross floor area of the existing non-residential building and the building is less than 500 feet from the adjacent residential district.
8. Façade Modifications (Section 5.15.4.D): The submittal shall include a façade board for review. **Please submit the façade board prior to the Planning Commission meeting.**
9. Façade Modifications (Section 5.15.6): Where new materials are proposed for an existing building facade, the entire building facade shall be subject to Section 5.15 standards. The underage of brick and overage of CMU are permitted as a continuation of existing materials. **A Section 9 Façade Waiver is required for the overage of EIFS. The waiver is supported contingent on an approved sample board.**
10. Landscape Review: The Landscape review letter indicates five waivers may be needed. Refer to Landscape Review letter for details.

11. Planning Chart: The Planning Review Chart provides additional comments and requests clarification for certain items. Please address these items in addition to the comments provided in this letter.

OTHER REVIEWS

- Engineering Review: Preliminary/Final Site Plan **approval recommended with items to be addressed on the Electronic Stamping Set submittal**. See Engineering Review letter for details.
- Landscape Review: Preliminary Site Plan **approval not recommended**; Final Site Plan **approval not recommended**. See Landscape Review letter for details.
- Façade Review: Preliminary/Final Site Plan **approval recommended contingent upon an approved sample board**. See Façade Review letter for details.
- Fire Review: Preliminary/Final Site Plan **approval recommended**. See Fire Review letter for details.
- Traffic Review: Preliminary Site Plan **approval recommended**; Final Site Plan **not recommended**. See Traffic Review letter for details.

NEXT STEP: PLANNING COMMISSION MEETING

All reviewers are recommending approval of the Preliminary Site Plan subject to Planning Commission approval of the Preliminary Site Plan, Landscape Waivers, and Section 9 Façade Waiver. Please submit the following for Planning Commission approval:

1. Site Plan submittal in PDF format (maximum of 10MB) **NO CHANGES MADE**
2. A response letter addressing ALL the comments from ALL review letters and a request for waivers/variances as you see fit.
3. A color rendering of the Site Plan (to be used for Planning Commission presentation)
4. A façade sample board as provided in Section 5.15.4.D

FUTURE STEP: ZONING BOARD OF APPEALS

Any variances shall be requested from the Zoning Board of Appeals prior to the submittal of the Final Site Plan. Please submit the ZBA packet to Sarah Fletcher at sfletcher@cityofnovi.org to appear before the Zoning Board of Appeals. The deadline for Zoning Board of Appeals applications is typically the first of the month for the following month's meeting.

FUTURE STEP: FINAL SITE PLAN SUBMITTAL

If Planning Commission grants approval and variances are approved by ZBA, the applicant should submit the following for Final Site Plan review and approval:

1. Site Plan Revision Submittal Form
2. Six copies of Final Site Plan addressing all comments from Preliminary review
3. Response letter **addressing all comments and refer to sheet numbers where the change is reflected. Please refer to the last review letters from other reviewers.**

FUTURE STEP: ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

After receiving Final Site Plan approval, plans addressing the comments in all the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets. Please submit the following:

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

FUTURE STEP: FINAL STAMPING SET APPROVAL

Stamping sets will be required for this project. After having received approval of the Electronic Stamping Set from City staff the applicant should submit **9 - 24" x 36" copies, folded, with signature and seal (may be electronic)** to the Community Development Department for final Stamping Set approval.

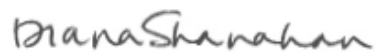
FUTURE STEP: BUILDING PERMITS

Building permits will be required for this project. Please contact the Building Department at (248)347-0415 to determine what is required.

CHAPTER 26.5

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

If you have any questions concerning the above review or the process in general, please do not hesitate to contact me at (248) 347-0483 or dshanahan@cityofnovi.org.



Diana Shanahan – Planner



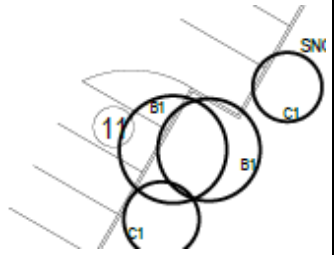
PLANNING REVIEW CHART: B-3 General Business

Review Date: June 30, 2025
Review Type: Preliminary/Final Site Plan
Project Name: JSP25-17 21420 Novi Road
Plan Date: June 3, 2025
Prepared By: Diana Shanahan dshanahan@cityofnovi.org (248) 347-0483

Items in **Bold** need to be addressed prior to the approval of the Preliminary Site Plan.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan (Adopted July 26, 2017)	Local Commercial	No change	Yes	
Zoning (Effective Jan. 8, 2015)	B-3: General Business District	B-3: General Business District	Yes	
Uses Permitted (Sec 3.1.12.B & C)	Principal Permitted Uses: vi. – retail businesses 4.27.1.C – restaurants (sit-down)	Restaurant	Yes	Existing building = 4,391 sq ft Proposed = 6,167 sq ft (update sq ft to include 2nd floor office)
Height, Bulk, Density, and Area Limitations (Section 3.1.12)				
Building Height (Section 3.1.12.D)	Maximum height 30 ft	Height with new parapet = 23'-7"	Yes	Please clarify 27'-7" dimension on south elevation
Frontage on a Public Street (Section 5.12)	Frontage on a public street is required	Frontage on Novi Road	Yes	
Access to Major Thoroughfare (Section 5.13)	Direct access to major thoroughfare required unless noted in Section 5.13	Access to Novi Road	Yes	
Building Setbacks (Section 3.1.12.D)				
Front (west)	Minimum 30 ft	62'-6"	Yes	
Rear (east)	Minimum 20 ft		Yes	Dimension setbacks
Side (north)	Minimum 15 ft		Yes	Dimension setbacks
Side (south)	Minimum 15 ft	30'	Yes	
Parking Setback (Section 3.1.12.D)				
Front (west)	Minimum 20 ft	N/A	N/A	
Rear (east)	Minimum 10 ft		Yes	
Side (north)	Minimum 10 ft		Yes	Dimension setbacks
Side (south)	Minimum 10 ft		No	Existing condition
Notes To District Standards (Section 3.6.2)				
Exterior Side Yard Abutting a Street	All exterior side yards abutting a street shall	None	N/A	

Item	Required Code	Proposed	Meets Code	Comments
(Section 3.6.2.C)	have a setback equal to the front yard setback requirement of the district in which located.			
Minimum Lot Area (Section 3.6.2.D)	Minimum lot area and width, and maximum percent of lot coverage shall be determined based on off-street parking, loading, greenbelt screening, yard setback or usable open space requirements.			
Off-Street Parking in Front Yard (Section 3.6.2.E)	Off-street parking shall be permitted in the front yard, except that said parking shall observe the minimum off-street parking setback requirements in Sections 3.1 and 5.5.3	None proposed	N/A	
Setback from Residential (Section 3.6.2.L)	Property directly abutting/ adjacent to residential zoning shall have minimum setback of 20 ft		Yes	
Wetland/ Watercourse Setback (Section 3.6.2.M)	Refer to Sec 3.6.2 for more details.		N/A	
Parking Setback Screening (Section 3.6.2.P)	Required parking setback area shall be landscaped per Section 5.5.3.			Refer to Landscape review letter
Modification of Setback Requirements (Section 3.6.2.Q)	The Planning Commission may modify setback requirements in instances where it determines that such modification may result in improved use of the site and/or in improved landscaping; provided the modification does not reduce the total area of setback below minimum requirements.		N/A	
Parking and Loading Requirements				
Number of Parking Spaces Restaurants: Sit-down (Section 5.2.12.E)	The greater of: 1 for each 70 sq ft gross floor area (14.3 spaces per 1,000 sq ft) - or - 1 for each 2 employees, plus 1 for each 2 customers allowed under	112 existing spaces, 103 spaces proposed after renovations 6,167 SF / 70 SF = 89 required spaces - or -	No	Applicant indicates a variance will be sought for deficiency of two parking spaces

Item	Required Code	Proposed	Meets Code	Comments
	maximum capacity (including waiting areas)	190 seats / 2 = 95 + 20 / 2 employees = 10 105 spaces required		
Parking Space Dimensions and Maneuvering Lanes (Section 5.3.2)	<ul style="list-style-type: none"> - 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 (Section 5.5.3.ii) 	90° Parking: 9 ft x 18 ft 6" high curbs indicated	TBD	For parking spaces with 18 ft length, provide 4" high curb instead of 6"
Parking Stall Adjacent to a Parking Lot Entrance (public or private) (Section 5.3.13)	Shall not be located closer than 25 ft from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	N/A	Yes	
End Islands (Section 5.3.12)	<ul style="list-style-type: none"> - End islands with landscaping and raised curbs required at the end of all parking bays that abut traffic circulation aisles - End islands shall generally be at least 10 ft wide, have an outside radius of 15 ft, and be constructed 3 ft shorter than the adjacent parking stall 	New island proposed on north side	No	<p>Dimension end islands.</p> <p>End islands should be 3 ft shorter than adjacent parking stall.</p> <p>Show striping for this island:</p>  <p>Refer to Traffic and Landscape reviews for further comments</p>
Posted Fire Lanes (D.C.S Section 158-99(a))	Minimum width of a posted fire lane is 20 ft. Minimum height of a posted fire lane is 14 ft.	No fire lanes indicated	N/A	
Barrier Free Spaces Barrier Free Code (2012 Michigan Building Code)	Every 6 or fraction of six accessible parking spaces, at least one shall be van-accessible	5 spaces required 3 regular barrier free parking spaces + 2 van-accessible spaces proposed	Yes	
Barrier Free Space Dimensions Barrier Free Code	- 8 ft wide with an 8 ft wide access aisle for van accessible spaces (preferred) – or –	5 - 8 ft barrier free parking spaces shown, access aisles not dimensioned	Yes	Dimension access aisles

Item	Required Code	Proposed	Meets Code	Comments
(2012 Michigan Building Code)	<ul style="list-style-type: none"> - 11 ft wide with a 5 ft wide access aisle for van accessible spaces - 8 ft wide with a 5 ft wide access aisle for regular accessible spaces 			
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Signs indicated	Yes	Provide sign table and sign detail as noted in Traffic Review letter
Loading Spaces (Section 5.4.2)	<ul style="list-style-type: none"> - Loading, unloading space shall be provided in the rear yard at a ratio of 10 sf for each front foot of building - Except in the case of a double frontage lot, loading-unloading, as well as trash receptacles may be located in an interior side yard beyond the minimum side yard setback requirement of the district; location subject to City approval. 	<p>54' x 10' striped loading zone proposed near northwest corner (rear yard) of building</p> <p>Approximately 65' of frontage: 65' x 10' loading zone required</p>	No	Revise loading zone to comply with the Ordinance standard or a ZBA variance will be required for deficiency in loading zone area
Bicycle Parking Requirements				
Minimum Number of Bicycle Parking (Section 5.16.1)	<p>When any principal building is enlarged by 10% or more of the existing gross floor area, or any automobile parking lot is enlarged by 10% or more of existing parking spaces, bicycle parking shall be required and provided as part of site plan review under Section 6.1</p> <p>5% of required automobile spaces, minimum 2 spaces</p> <p>99 parking spaces provided = 5 bicycle parking spaces required</p>	<p>40% increase in building size proposed</p> <p>6 bicycle parking spaces proposed on northwest corner of building</p>	Yes	Refer to Traffic Review for further comments.
Bicycle Parking Location (Section 5.16.1.E)	No farther than 120' from the entrance being served	6 bicycle parking spaces proposed on northwest corner of building	Yes	Refer to Traffic Review for further comments.
Bicycle Parking - Multiple Locations (Section 5.16.1.F)	When 4 or more spaces are required for a building with multiple entrances, spaces shall be provided	The building does not have multiple entrances	N/A	

Item	Required Code	Proposed	Meets Code	Comments
	in multiple locations			
Bicycle Parking Facility Layout (Section 5.16.5.B)	Spaces to be paved. Bike rack shall be inverted "U" design, min 3 ft in height	Paved layout proposed, bike rack details not provided	TBD	Provide bike rack details
Bicycle Parking Accessibility (Section 5.16.5.C)	All bicycle parking shall be accessible from adjacent street(s) and pathway(s) via a minimum 6 ft wide paved route	Complies	Yes	
Bicycle Parking Lot Layout (Section 5.16.5.A)	<ul style="list-style-type: none"> - Parking space width: 7 ft - One tier width: 11 ft - Two tier width: 18 ft - Maneuvering lane width: 4 ft - Parking space depth: 32" 	9'6" x 5'x10" Required: 13'4" x 7'	No	Revise bicycle parking pad layout. Updated ordinance standards can be found here: 18.301 Text Amendment Refer to Traffic Review for further comments.
Sidewalk Requirements				
Sidewalks (Section 7.4.2 of Eng Design Manual)	Minimum 5 ft sidewalk required	Existing 6' sidewalk along Novi Road	Yes	
Pedestrian Connectivity	<ul style="list-style-type: none"> - Traffic circulation features within the site and parking areas shall be designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets. - Building exits must be connected to sidewalk system or parking lot. 			
Building Code and Other Design Standard Requirements				
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Not provided	No	Add parcel ID and land description on cover sheet. Refer to Preliminary Site Plan checklist for additional information.
General Layout and Dimension of Proposed Physical Improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in sq ft), location of proposed parking and parking layout, streets,	Some information provided		See this and other review letters for missing information; follow the Preliminary Site Plan and Final Site Plan checklists for requirements.

Item	Required Code	Proposed	Meets Code	Comments
	drives, indicate sq ft of pavement area (indicate public or private).			<p>Add owner name and contact info and City project number JSP25-17 on cover sheet. Indicate Novi Road on site plan. Issue date of 6/3/25 in title block should indicate Preliminary (not Pre-App)</p> <p>Existing site plan should include all existing features including utilities, lighting, landscape, ADA spaces.</p>
Plan Review (Section 6.1.1.C.ix.b)	A site plan may be reviewed for approval administratively without formal review by the approving body when the addition totals more than 1,000 sq ft but less than 10,000 sq ft when the proposed addition is less than 10% of the gross floor area of an existing non-residential building and when the building is at least 500 feet from a residential district.	<p>4,391 sq ft existing building 1,776 sq ft proposed addition (update sq ft to include 2nd floor office)</p> <p>Proposed addition is 40% of the existing floor area</p> <p>Existing building is approximately 175 foot to residential district to the west.</p>		Planning Commission approval of the site plan is required as 1,776 addition is 40% of the gross floor area of the existing non-residential building and the building is less than 500 feet from the adjacent residential district.
Economic Impact	<ul style="list-style-type: none"> - Total cost of proposed building and site improvements - Number of anticipated jobs created (during construction and after building is occupied) 			Provide prior to Planning Commission consideration
Exterior Lighting (Section 5.7)				
Intent (Section 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky.	Photometric plan and lighting specs provided	Yes	
Lighting Plan (Section 5.7.2.A.i)	A lighting plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures.	The applicant proposes to utilize the existing 25' parking lot poles, retrofitting them with new LED heads. Additionally, one additional 25' pole with a matching LED	TBD	Existing fixtures should be shown on the existing site plan, indicate new fixtures on site plan.

Item	Required Code	Proposed	Meets Code	Comments
		fixture is proposed for the rear parking area to enhance coverage.		
Lighting Plan Elements <i>(Section 5.7.2.A.ii)</i> Specifications for all proposed & existing lighting fixtures:	Photometric data	Complies	Yes	
	Fixture height	Complies	Yes	
	Mounting and design	Complies	Yes	
	Glare control devices		TBD	
	Type and color rendition of lamps		TBD	
	Hours of operation		TBD	
	Photometric plan illustrating the levels of illumination at ground level shall account for all light sources that impact the subject site	Complies	Yes	
Building Lighting <i>(Section 5.7.2.A.iii)</i>	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.	Not indicated	TBD	Indicate any building lighting on elevations
Maximum Height <i>(Section 5.7.3.A)</i>	Height not to exceed maximum height of zoning district (or 25 ft where adjacent to residential districts or uses)	Maximum height = 25'	Yes	
Electrical Service <i>(Section 5.7.3.B)</i>	Electrical service to light fixtures shall be placed underground		TBD	
Flashing Light <i>(Section 5.7.3.C)</i>	No flashing light permitted	None proposed	Yes	
Glare Control <i>(Section 5.7.3.D)</i>	Shall be accomplished primarily through proper selection and application of lighting equipment.		TBD	
Outdoor Lighting: Average Light Levels <i>(Section 5.7.3.E)</i>	Average light level of the surface being lit to the lowest light of the surface being lit not exceed 4:1 foot-candles		TBD	
Color Spectrum Management <i>(Section 5.7.3.F)</i>	Non-Res and Multifamily: For all permanent lighting installations - minimum Color Rendering Index (CRI) of 70 and Correlated	Some information provided	TBD	Please indicate Color Rendering Index and Correlated Color Temperature for light

Item	Required Code		Proposed	Meets Code	Comments
	Color Temperature (CCT) of no greater than 3000 Kelvin				pole fixtures in next submittal.
After Hours Lighting (Section 5.7.3.G)	Only necessary lighting for security purposes shall be permitted after hours.		None indicated	N/A	
Indoor Lighting (Section 5.7.3.H)	Shall not be the source of exterior glare or spillover		Appears to comply	Yes	
Security Lighting (Section 5.7.3.I) Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> - All fixtures shall be located, shielded, and aimed so that light is not cast toward adjacent properties or streets or unnecessarily transmitted into the night sky. - Fixtures mounted on the building and designed to illuminate the facade are preferred. 		Applicant indicates there will not be any security lighting	N/A	
Parking Lot Lighting (Section 5.7.3.J)	Shall be designed to provide the minimum illumination necessary to ensure adequate vision and comfort in parking areas. Full cut-off fixtures shall be used to prevent glare.		Applicant indicates existing parking lot lighting will remain	Yes	
Minimum Illumination Levels (foot-candles) (Section 5.7.3.L)	Parking areas:	0.2 min	Complies	Yes	
	Loading and unloading areas:	0.4 min	Complies	Yes	
	Walkways:	0.2 min	Complies	Yes	
	Building entrances, frequent use:	1.0 min	Complies	Yes	
	Building entrances, infrequent use:	0.2 min	Complies	Yes	
Maximum Illumination Adjacent to Non-Residential (Section 5.7.3.L)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot-candle		Complies	Yes	
Maximum Illumination Adjacent to Residential (Section 5.7.3.M)	When adjacent to residential districts: <ul style="list-style-type: none"> - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5-foot candle 		Appears to comply	Yes	Residential district across Novi Road

Item	Required Code	Proposed	Meets Code	Comments
Other Permits and Approvals				
Development/ Business Sign	Signage if proposed requires a permit.	Signage proposed on building		For permit information contact Ordinance at (248) 735-5678.
Development and Street Names	Must be approved by the Project and Street Naming Committee	Project name and street names do not require approval	N/A	
Accessory Uses (Section 4.19)				
Dumpster (Section 4.19.2.F)	<ul style="list-style-type: none"> - Located in rear yard or interior side yard in case of double frontage - Attached to the building OR - No closer than 10 ft from building if not attached - Not located in parking setback - If no setback, then no closer than 10 ft from property line. - Away from barrier free Spaces 	Existing dumpster located in interior side yard, no changes proposed	Yes	The addition to the rear of the building creates a reduced drive aisle of 20-9 ½" adjacent to the existing dumpster. Please relocate the dumpster to meet the required drive aisle width or a variance will be required.
Dumpster Enclosure (Section 21-145. (c))	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft higher than height of refuse bin - No less than 5 ft on three sides - Posts or bumpers to protect the screening - Hard surface pad - Screening Materials: Masonry, wood or evergreen shrubbery 	No changes proposed, visible from Novi Road	TBD	See note above
Roof Top Equipment and Wall Mounted Utility Equipment (Section 4.19.2.E.i)	<ul style="list-style-type: none"> - All roof top equipment shall be screened from view - All wall mounted utility equipment shall be enclosed and integrated into the design and color of the building, subject to safety and access requirements. 	Applicant indicates no new roof top equipment proposed. Proposed raised parapet walls to be tall enough to screen any future roof top equipment.	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Roof Top Appurtenances Screening (Section 4.19.2.E.ii)	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road, or adjacent property	Applicant indicates no new roof top equipment proposed. Proposed raised parapet walls to be tall enough to screen any future roof top equipment.	Yes	
Noise Specifications (Section 5.14.10.A)	Site proposals must comply with the standards of the noise ordinance.	Specifications provided.		

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. Please refer to those sections in Article 3, 4, and 5 of the Zoning Ordinance for further details
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.

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

June 23, 2025

Engineering Review

21420 Novi Road
JSP25-0017

APPLICANT

Kap and Rich Restaurant Group

REVIEW TYPE

Preliminary / Final Site Plan

PROPERTY CHARACTERISTICS

- Site Location: 21420 Novi Road (East of Novi Road, North of Eight Mile Road)
- Site Size: 1.73 acres
- Plan Date: 06/03/2025
- Architect: Ron and Roman Inc.

PROJECT SUMMARY

- Renovation of an approximately 4,391 square-foot commercial building and minimal associated parking lot paving. Site access would continue to be provided via a public roadway.
- No proposed utility site work.

RECOMMENDATION

Approval of the combined Preliminary/Final Site Plan is **recommended** at this time, the plan meets the general requirements of the design and construction standards as set forth in [Chapter 11 of the City of Novi Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#) with the following items to be addressed at the time of Electronic Stamping Set submittal:

COMMENTS

1. Provide a note on sheet SP101 that all work shall conform to the current **City of Novi standards and specifications**.
2. Clearly distinguish between proposed improvements and existing features of the site. Hatch any pavement that will be reconstructed due to removal of curbing, sidewalk, etc.
3. Label the existing 60-foot right-of-way.
4. No additional right-of-way is requested at this time since the full 60 feet along Novi Road has been dedicated as of January 2025.
5. Provide a traffic control sign table listing the quantities of each **permanent** sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
6. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed or provide a note that proposed pavement shall match existing.
7. The engineering cost estimate references two proposed detectable warning plates for the existing sidewalk. Show where they are proposed on the site plan. If they are to be installed within the right-of-way then a right-of-way permit will be required.
8. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for paving (2 sheets). The most updated details can be found on the City's website under [Engineering Standards and Construction Details](#).

IRRIGATION

9. Provide an irrigation plan for review and approval before the final stamping set.
10. For common area irrigation systems connected to public water supplies: Install a backflow prevention Reduced Pressure Zone Assembly (RPZ) with an ASSE 1013 listing approval at each tap to the public water supply. A minimum clearance of 12-inches measured from the bottom of pressure relief valve to the finished landscaped grade shall be required. Provide a detail showing the RPZ installation setup and height above grade. If backflow preventer is to be enclosed, provide a detail of the enclosure with required drainage outlets. Show all locations on a site plan. A plumbing permit is required for the installation of the backflow preventer. Installation of the backflow preventer shall be in such a manner as to not require blowing out the system through the backflow preventer. Drain ports and blow out ports shall be included. Any deviations from these requirements must be approved through the Novi Water & Sewer Division Cross Connection Control Specialist (248-735-5661).
11. For common area irrigation systems connected to wells, add the following note to the plans: "Irrigation systems connected to a public water supply are governed by the City of Novi Cross-connection Control Program and subject to review and approval. Irrigation systems utilizing a pond, well or other private source of water supply are exempt from the City's CCCP. Any alterations to a private source of water to a public water supply shall be submitted to the Novi

Water & Sewer Division for review and approval prior to any such connections. Plumbing permits will be required for these connections."

SOIL EROSION & SEDIMENT CONTROL

12. Although no SESC permit is required due to the area of disturbance being less than one acre and the limited scope of work, the following SESC comments must be addressed:
 - a. Install silt sacks in all storm sewer inlets, as necessary.

THE FOLLOWING MUST BE SUBMITTED WITH THE NEXT SUBMITTAL:

13. A letter from either the applicant or the applicant's engineer must be submitted with the Electronic Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**

THE FOLLOWING MUST BE ADDRESSED PRIOR TO CONSTRUCTION:

14. A pre-construction meeting will not be required due to the limited scope of work.
15. No construction inspection fees are required, and the inspections will be done by the City of Novi Engineering Division. Contact Kate Purpura when you are ready for a final inspection and prior to use of the parking lot.
16. A street sign financial guarantee will be required for any proposed traffic control signage. This amount will be calculated when the number of signs proposed is known. Signs must be installed in accordance with MMUTCD standards.

PRIOR TO SUBMITTING STAMPING SETS, the Applicant should submit the Electronic Stamping set to Planning for review, if any changes are proposed after Electronic Stamping set approval applicant must submit revised sheets for review and approval.

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Kate Purpura at (248) 735-5643 or email at kpurpura@cityofnovi.org with any questions.



Kate Purpura,
Project Engineer

cc: Diana Shanahan, Community Development
Angela Sosnowski, Community Development
Stacey Choi, Planning Assistant
Humna Anjum, Engineering
Milad Alesmail, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

June 16, 2025

21420 Novi Road - Restaurant **Preliminary/Final Site Plan - Landscape**

Review Type

Preliminary/Final Site Plan Landscape Review

Job #

JSP25-0015

Property Characteristics

- Site Location: 21420 Novi Road
- Site Acreage: 1.73 ac.
- Site Zoning: B-3/P-1
- Adjacent Zoning: North: B-3/I-1, East: Railroad, South: B-3, West: Novi Rd/R-4
- Plan Date: 6/3/2025

Recommendation:

This project is **not recommended for approval for Preliminary Site Plan** unless it can be shown that the square footage of foundation landscaping area provided is not decreasing.

LANDSCAPE WAIVERS THAT MAY BE REQUIRED BY PLAN:

- Deficiency in greenbelt depth – *supported by staff as an existing condition*
- Deficiency in greenbelt landscaping – *supported by staff as original plans' landscaping will be restored*
- Lack of street trees – *supported by staff as they were not on the original plans*
- One bay is 16 spaces long – *supported by staff as an existing condition that is being improved*
- Deficiency in foundation landscaping – *would be supported by staff as an existing condition as long as there is not a net decrease in foundation area provided*

Please put the city project number, JSP25-0017, on the bottom right corner of the plan cover sheet.

Ordinance Considerations

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

1. Existing trees are shown on the landscape plan.
2. No removals are proposed.
3. No regulated woodlands, trees or wetlands are on the site.

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

The property is not adjacent to residential property so no buffering is required.

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

1. The required greenbelt width is not provided. **This requires a landscape waiver** that is *supported by staff as an existing condition*.
2. The required berm exists from previous projects.
3. The required canopy trees exist from previous projects.
4. **A landscape waiver is required for deficient greenbelt landscaping.** *As the missing landscaping from previous projects will be restored, the waiver will be supported by staff as an existing condition.*
5. No street trees were provided with previous projects. As the applicant is restoring all

missing landscaping from previous plans to bring the site into compliance, no street trees are required.

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

1. **Please show all existing and proposed utility lines and structures on the plan.**
2. **Please show all light posts, existing and proposed, on the plan.**

Parking Lot Landscaping

1. A new interior island with a canopy tree is proposed to break up the long bay of parking spaces along the north property line.
2. No existing interior parking lot islands or trees are being reduced.
3. The plan has one 16 space bay east of the building. **A landscape waiver is required for this.** *It is supported by staff as the 16-space bay is shorter than the existing condition.*

Building Foundation Landscaping (Zoning Sec. 5.5.3.D)

1. The existing and proposed landscaping are deficient per the current rules.
2. **This requires a landscape waiver.** *It would be supported by staff if the applicant can show that there is no net decrease in foundation landscape area with the current plan. Please add before and after square footages of the foundation landscape area. If a decrease is shown, additional area must be provided on front of the site.*

Plant List (LDM 4.)

1. Provided
2. Most shown are replacements from earlier approved plans.
3. **Please do not use these species: Austrian Pine, Bradford Pear, Burning bush. They are either disease-prone or invasive. Colorado Blue Spruce is also not recommended due to its problems with needle cast.**
4. Please get prior approval for all species substitutions from me. Add a note to this effect near the plant list.

Planting Notations and Details (LDM)

Please provide the notes and details listed on the Landscape Chart.

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

1. No new above-ground stormwater detention pond is proposed.
2. No indication of any Phragmites or Knotweed was noted on the plans. Please survey the site and show any stands of either weed on the plans along with instructions for its treatment and removal.
3. If none is found, please add a note stating this.

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans.

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@cityofnovi.org.

Thank you for your consideration.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY/FINAL SITE PLAN

Review Date: June 16, 2025
Project Name: JSP25-0017: 21420 Novi Road
Plan Date: June 3, 2025
Prepared by: Rick Meader, Landscape Architect E-mail: 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 on the Final Site Plan.

LANDSCAPE WAIVERS THAT MAY BE REQUIRED BY PLAN:

- Deficiency in greenbelt depth – *supported by staff as an existing condition*
- Deficiency in greenbelt landscaping – *supported by staff as original plans' landscaping will be restored*
- Lack of street trees – *supported by staff as they were not on the original plans*
- One bay is 16 spaces long – *supported by staff as an existing condition that is being improved*
- Deficiency in foundation landscaping – *would be supported by staff as an existing condition as long as there is not a net decrease in foundation area provided.*

Please put the city project number, JSP25-0017, on the bottom right corner of the plans' cover sheet.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> • New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"=20' minimum with proper North. Variations from this scale can be approved by LA • Consistent with plans throughout set 	Site Plan: 1" = 20'	Yes	
Project Information (LDM 2.d.)	Name and Address	Business address on title block	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	No	No	Please show owner name and contact information on the plans' cover sheet and title blocks.
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	No	NA	Since only replacements for missing landscaping and the limited new landscaping are proposed, a landscape architect will not be required.

Item	Required	Proposed	Meets Code	Comments
Sealed by LA. (LDM 2.g.)	Requires original signature	No	NA	See above
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
Zoning (LDM 2.f.)	Include all adjacent zoning	Shown on SP101 Site: B-3/P-1 North: B-3/I-1 East: Railroad South: B-3 West: Novi Rd/R-4	Yes	
Survey information (LDM 2.c.)	<ul style="list-style-type: none"> Legal description or boundary line survey Existing topography 	<ul style="list-style-type: none"> Only existing structures, paving and paving are shown on SP-100 Trees from original plan that do not exist are also shown 	No	
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	<ul style="list-style-type: none"> Show location type and size. Label to be saved or removed. Plan shall state if none exists. 	Existing trees and trees from original plans that no longer exist and will be replaced are shown on the site plan	Yes	
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> As determined by Soils survey of Oakland county Show types, boundaries 	No - Not necessary	NA	
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Sheet SP101	Yes	
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> Overhead and underground utilities, including hydrants Proposed light posts 	None are shown other than the overhead utilities along the south property line.	No	<ol style="list-style-type: none"> Please clearly show all utility lines and structures on the site plan. Please include proposed lighting on the site plan. Trees should be at least 10 feet from hydrants, catch basins and manholes and 5 feet from underground lines.
Proposed grading. 2' contour minimum	Provide proposed contours at 2' interval	No changes to the existing site grading	NA	

Item	Required	Proposed	Meets Code	Comments
(LDM 2.e.(1))		are proposed		
Snow deposit (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
LANDSCAPING REQUIREMENTS				
Berms, Walls and ROW Planting Requirements				
Berms				
<ul style="list-style-type: none"> • 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 of loam with 6" top layer of topsoil. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	The site is not adjacent to residential property so no buffering berm is required.	No berm is proposed.	Yes	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No new walls are proposed.	NA	
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		None		
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii) and (LDM 1.b)				
Greenbelt width (2)(3) (5)	<ul style="list-style-type: none"> • Adjacent to pkg: 20 ft • Not adjacent to pkg: 25 ft 	16-18' (PL to sidewalk)	No	1. A landscape waiver is required if the required greenbelt is not provided 2. The waiver would be supported by staff as an existing condition since it is not changing.
Berm requirements (Zoning Sec 5.5.3.A.(5))				
Min. berm crest width	Adj to parking: 2 feet	Existing berm to remain	TBD	
Minimum berm height (9)	Adj to parking: 3 feet	Existing berm to remain	TBD	
3' wall	(4)(7)	None	Yes	
Canopy deciduous or large evergreen trees	Adj to pkg: 1 per 70lf (150-30)/70 = 2 trees	2 trees	Yes	
Sub-canopy deciduous trees	Adj to pkg: 1 per 40lf (150-30)/40 = 3 trees	0 trees – the original plans' landscaping will be restored	Yes	
Shrubs	Adj to pkg: 3 per 40lf	0 shrubs – the	Yes	

Item	Required	Proposed	Meets Code	Comments
	(150-30) * 3/40 = 9 shrubs	original plans' landscaping will be restored		
Canopy deciduous trees in area between sidewalk and curb	1 tree per 35lf (150-60)/35 = 3 trees	0 trees	Yes	As there were no trees shown on the original plans, none need to be added now.
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> Label contour lines Maximum 33% Constructed of loam 6" top layer of topsoil 	<ul style="list-style-type: none"> The existing berm is proposed to remain No cross section is provided 		
Type of Ground Cover		NA – lawn exists		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	<ul style="list-style-type: none"> No utilities or trees are shown on plan Overhead utility lines are shown along south property line 	<ul style="list-style-type: none"> No Yes 	Please clearly show all utilities on site plan
Parking Area Landscape Requirements LDM 1.c. & Calculations (LDM 2.o.)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> Clear sight distance within parking islands No evergreen trees 	No landscaping is proposed that will block view within parking lot	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Mulch is proposed	No	Grass or some other living material would be preferred.
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> A minimum of 200 SF to qualify Minimum 200 SF per tree planted in island 6" curbs Islands minimum width 10' BOC to BOC 	<ul style="list-style-type: none"> New island's dimensions are provided The other islands are not shown as changing 	<ul style="list-style-type: none"> No Yes 	Please increase the width of the new landscape island to 10 feet as measured from back of curb to back of curb.
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	<ul style="list-style-type: none"> Spaces are 18 ft long No changes to layout are proposed 	Yes	
Contiguous space limit (i)	<ul style="list-style-type: none"> Maximum of 15 contiguous spaced All endcap islands should also be at least 200sf with 1 tree planted in it. 	One bay east of the building is 16 spaces long	No	1. A landscape waiver is required for the longer bay. 2. Since it is an existing bay, and the condition is actually

Item	Required	Proposed	Meets Code	Comments
				<i>being improved with the removal of 4 spaces west of the bay, the waiver would be supported by staff as an existing condition.</i>
Plantings around Fire Hydrant (d)	<ul style="list-style-type: none"> No plantings with matured height greater than 12' within 10 ft. of fire hydrants or utility structures (manholes, catch basins). Trees also need to have at least 5 feet between the trunk and underground utility lines. 	No hydrants or proposed trees are shown.	No	Show all hydrants and Fire Department Connections on the Site Plan
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
Clear Zones (LDM 2.3.(5))	The Road Commission for Oakland County (RCOC) clear vision zone is required for Novi Road as it is their jurisdiction.	No	No	1. Please indicate the RCOC corner clearance zone for the Novi Road entry (rules to follow are at the end of this review) 2. Keep all trees and shrubs taller than 30" out of zones.
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, C, 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)				
A = Total square footage of vehicular use area up to 50,000 sf x 7.5%	$A = x \text{ SF} \times 7.5\% = A \text{ sf}$	No calculations are provided		As the parking lot area is decreasing, no calculations are necessary.
B = Total square footage of additional paved vehicular use areas over 50,000 SF) x 1 %	$B = x \text{ SF} \times 1\% = B \text{ sf}$	No calculations are provided		See above
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = x \text{ SF} \times 6\% = A \text{ sf}$	NA		
B = Total square footage of additional	$B = (x \text{ SF} - 50000) \times 0.5\% = B \text{ SF}$	NA		

Item	Required	Proposed	Meets Code	Comments
paved vehicular use areas over 50,000 SF x 0.5 %				
All Categories				
C = A+B Total square footage of landscaped islands required	A + B = C SF	None		As the parking lot area is decreasing, no calculations are necessary.
D = D/200 Number of canopy trees required	D=C/200 = xx Trees	None		1. As the parking lot area is decreasing, no calculations are necessary. 2. Please replace any missing plantings in existing islands.
Parking Lot Perimeter Trees (Sec 5.5.3.C.iv)	1 Canopy tree per 35 lf	Perimeter plantings on the original plans are shown as being replaced.	Yes	
Other Landscaping				
Other Screening				
Screening of outdoor storage, loading/unloading (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		The proposed loading zone is in the center of the parking lot, east of the building	Yes	
Transformers/Utility boxes (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> A minimum of 2ft. separation between box and the plants Ground cover below 4" is allowed up to pad. No plant materials within 8 ft. from the doors 	No utility boxes shown	TBD	1. Provide proper screening for any transformers. 2. Include city standard detail with other landscape details. 3. If all transformer locations are not provided on plan, please add a note stating that all transformers and other utility boxes shall be screened per the city detail.
Building Foundation Landscape Requirements (Sec 5.5.3.D)				
Interior site landscaping SF	<ul style="list-style-type: none"> Equal to entire perimeter of the building (less paved access areas) x 8 with a minimum width of 4 ft. A minimum of 75% of the building should 	<ul style="list-style-type: none"> Foundation landscaping is only shown at the front of the building The existing and proposed foundation areas 	<ul style="list-style-type: none"> TBD No 	1. Please show the existing foundation landscape area provided and what is proposed. 2. Please label the foundation landscape areas

Item	Required	Proposed	Meets Code	Comments
	have foundation landscaping.	are not labeled with their area in SF.		before and after. 3. The landscaping area proposed is deficient per the current ordinance. A landscape waiver would be required for the deficiency. It would be supported by staff if there is no decrease in foundation landscape area provided. If some is lost at the building, compensating area can be added on the front berm to keep staff support of the waiver.
Building Screening (Zoning Sec 5.5.3.D.ii.)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	57/85 = 67%	Yes	
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> Clusters of large native shrubs shall cover 70-75% of the basin rim area located at 10 feet above the permanent water level or pond bottom if it's a dry pond. Canopy trees at 1/35lf of the east, south and west sides of the pond, located at about 10 feet away from the permanent water level 10" to 14" tall grass along sides of basin Refer to wetland for basin mix 	None proposed	No	<u>Please provide the required detention basin landscaping for any new, above-ground detention.</u>
Phragmites Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> Any and all populations of Phragmites australis and/or Japanese knotweed on the site shall be included on tree survey. Treat populations per 	A note indicates that there is no Phragmites or Japanese Knotweed on the site.	Yes	

Item	Required	Proposed	Meets Code	Comments
	MDEQ guidelines and requirements to eradicate the weed from the site.			
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				
Installation date (LDM 2.l. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> Provide intended dates Should be between March 15 and November 15. 	No		<u>Please include planting dates on plan</u>
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> Include statement of intent to install and guarantee all materials for 2 years. Include a minimum one cultivation in June, July and August for the 2-year warranty period. 	No		1. <u>Please provide all required notes in set.</u> 2. <u>Standard City of Novi notes and details are available upon request.</u>
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No		<u>Please provide note on plan.</u>
Irrigation plan (LDM 2.s.)	A method for providing the water required for plant establishment and long-term survival must be provided.	No	No	1. <u>Need for final site plan</u> 2. <u>Please provide either an irrigation system plan or information regarding the alternative method that will be used to water the plants</u> 3. <u>If an irrigation system will be used, it should meet the requirements listed at the end of the chart.</u> 4. <u>If an existing irrigation system will be used for all landscaping, please add a note to that effect to the landscape plan.</u>
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	No		<u>Please provide note on plan.</u>
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	No		<u>Please provide note on plan.</u>
Plant List (LDM 4, 11)) – Include all cost estimates				
Quantities and sizes	<ul style="list-style-type: none"> A minimum of 50% of 	Plant list is provided	Yes	

Item	Required	Proposed	Meets Code	Comments
Root type	<p>species used on the site, not including any woodland replacements, must be native to Michigan.</p> <ul style="list-style-type: none"> The Tree Diversity standards of the Landscape Design Manual Section 4 must be met for all non-woodland replacement trees used. No Prohibited Species listed on Table 11.b.(2)b may be used. 	No	No	<u>Please indicate Ball & Burlap (B&B) or Container (Cont.) on the plant list</u>
Botanical and common names		Yes	Yes	<ol style="list-style-type: none"> <u>Please add the scientific name and cultivar for the hornbeam and elm.</u> <u>Please specify substitutions for the following:</u> <ul style="list-style-type: none"> <u>Flowering Pear</u> <u>Austrian Pine</u> <u>Burning Bush</u> <u>Colorado Blue Spruce is also not recommended as it experiences needle cast.</u>
Type and amount of lawn		No lawn is indicated as most of the site is not changing.	TBD	<u>If a good deal of disturbance is proposed, please specify an appropriate ground cover for the disturbed areas.</u>
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	No	No	<u>Please add costs of new plantings, not replacement plantings, on Final Site Plans.</u>
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	No	No	<ol style="list-style-type: none"> <u>Please include all required details on Landscape Plan.</u> <u>Standard City of Novi notes and details are available upon request.</u>
Evergreen Tree		No	No	<u>Please add the detail</u>
Multi-stem Tree		No	NA	
Shrub		No	No	<u>Please add the detail</u>
Perennial/ Ground Cover		No	NA	
Tree stakes and guys. (Wood stakes, fabric guys)		No	No	<u>Include on the plans</u>
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	No	No	<ol style="list-style-type: none"> <u>Please include detail showing fence one foot outside of dripline.</u> <u>Show tree protection</u>

Item	Required	Proposed	Meets Code	Comments
				<u>fence lines for all trees to be saved in the area of work</u>
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	NA		
Plant Materials & Existing Plant Material (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	No trees are planned for removal		
Landscape tree credit (LDM3.b.(d))	<ul style="list-style-type: none"> 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		
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	Refer to Landscape Design Manual for requirements	On plant list	Yes	
Plant size credit (LDM3.c.(2))	NA	No		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	Flowering pears and burning bushes are invasive	No	<u>Please substitute non-invasive species for these.</u>
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	The overhead lines are shown along the south property line	Yes	<u>Do not use Douglas fir or Austrian Pines beneath the wires.</u>
Collected or Transplanted trees (LDM 3.f)		None		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. 	No	No	Include this information in planting details.

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

Item	Required	Proposed	Meets Code	Comments
modifications to the City of Novi Planning Department with future submittals.				

Irrigation System Requirements

- Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
- The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
- The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.
- The RPZ must be installed a minimum of 12-inches above FINISHED grade.
- Attached is a handout that addresses winterization installation requirements to assist with this.
- A plumbing permit is required.
- The assembly must be tested after installation with results recorded on the City of Novi test report form.

FIGURE 6-1

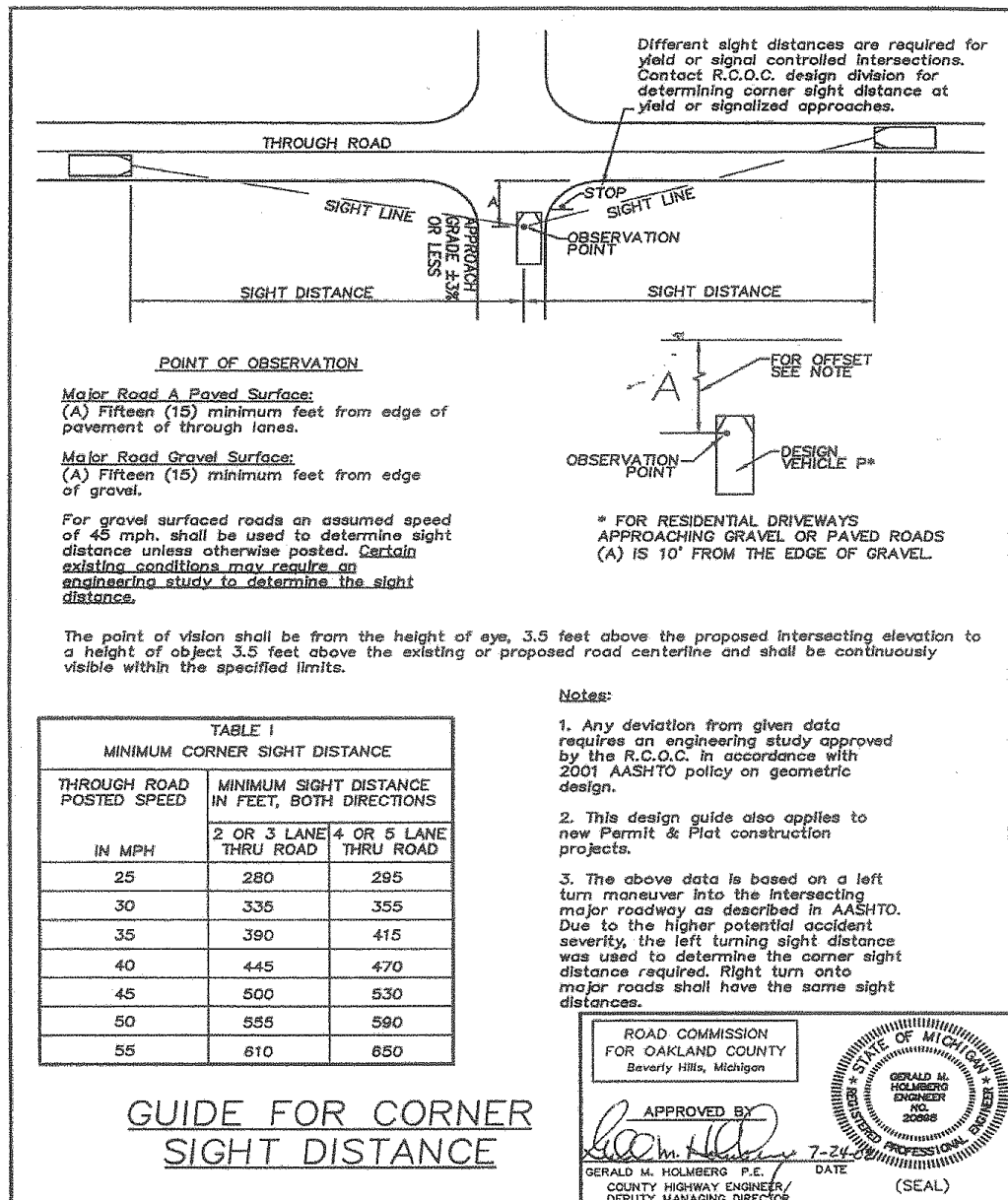


Table 7.c – Prohibited Plants Botanical Name	Common Name	Plant Type
<i>Acer negundo</i>	Boxelder	Deciduous Subcanopy Tree
<i>Acer platanoides</i>	Norway Maple	Deciduous Canopy Tree
<i>Acer saccharinum**</i>	Silver Maple	Deciduous Canopy Tree
<i>Ailanthus altissima</i>	Tree-Of-Heaven	Deciduous Canopy Tree
<i>Alnus glutinosa</i>	Black Alder	Deciduous Canopy Tree
<i>Berberis spp.</i>	Barberry	Small shrub
<i>Celastrus orbiculatus</i>	Round-Leaved Bittersweet	Vine
<i>Coronilla varia</i>	Crown Vetch	Perennial / Grass
<i>Echinochloa crus-galli</i>	Barnyard Grass	Perennial / Grass
<i>Elaeagnus umbellata</i>	Autumn Olive	Large Shrub
<i>Ginkgo biloba(female)</i>	Ginkgo (female)	Deciduous Canopy Tree
<i>Gypsophila paniculata</i>	Baby's Breath	Perennial / Grass
<i>Hypericum perforatum</i>	Common St. Johns-Wort	Small Shrub
<i>Iris pseudacorus</i>	Water Flag	Perennial / Grass
<i>Ligustrum spp.</i>	Privet	Small shrub
<i>Lonicera japonica</i>	Japanese Honeysuckle	Large Shrub
<i>Lonicera maackii</i>	Amur Honeysuckle	Large Shrub
<i>Lonicera tatarica</i>	Tartarian Honeysuckle	Large Shrub
<i>Lythrum salicaria</i>	Purple Loosestrife	Perennial / Grass
<i>Melilotus alba</i>	White Sweet Clover	Perennial / Grass
<i>Melilotus officinalis</i>	Yellow Sweet Clover	Perennial / Grass
<i>Morus alba</i>	White Mulberry	Deciduous Canopy Tree
<i>Polygonum persicaria</i>	Spotted Lady's Thumb	Perennial / Grass
<i>Populus alba</i>	White Poplar	Deciduous Canopy Tree
<i>Populus deltoides</i>	Eastern Cottonwood	Deciduous Canopy Tree
<i>Populus nigra</i>	Black Poplar	Deciduous Canopy Tree
<i>Populus tremuloides</i>	Quaking Aspen	Deciduous Canopy Tree
<i>Pyrus calleryana</i>	Flowering Pear	Deciduous Canopy Tree
<i>Rhamnus cathartica</i>	Common Buckthorn	Large Shrub
<i>Rhamnus frangula</i>	Glossy Buckthorn	Large Shrub
<i>Rhamnus frangula</i>	Narrow-Leaved Glossy	Large Shrub

<i>angustifolia</i>	Buckthorn	
<i>Ribes americanum</i>	Wild Black Current	Small Shrub
<i>Robinia pseudoacacia</i>	Black Locust	Deciduous Subcanopy Tree
<i>Rosa multiflora</i>	Japanese Rose	Large Shrub
<i>Salix alba</i> **	White Willow	Deciduous Canopy Tree
<i>Salix babylonica</i> **	Weeping Willow	Deciduous Canopy Tree
<i>Salix nigra</i> **	Black Willow	Deciduous Canopy Tree
<i>Ulmus americana</i> *	American Elm	Canopy Deciduous Tree
<i>Ulmus pumila</i>	Siberian Elm	Canopy Deciduous Tree
<i>Vinca minor</i>	Common Periwinkle	Groundcover

TRAFFIC REVIEW



AECOM
39575 Lewis Dr, Ste. 400
Novi
MI, 48377
USA
aecom.com

Project name:
JSP25-17 – 21420 Novi Road Combined
Preliminary and Final Traffic Review

From:
AECOM

Date:
June 26, 2025

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

CC:
Lindsay Bell, Humna Anjum, Diana Shanahan, Dan
Commer, Milad Alesmail, Stacey Choi, Kate Purpura

Memo

Subject: JSP25-17 – 21420 Novi Road Combined Preliminary and Final Traffic Review

The combined preliminary and final site plan was reviewed to the level of detail provided and AECOM recommends **approval of the preliminary site plan** and **denial of the final site plan** until the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, Kap and Rich Restaurant Group, is proposing building additions to the existing restaurant (4,391 SFT to 6,167 SFT).
2. The development is located on the east side of Novi Road, south of Galway Drive. Novi Road is under the jurisdiction of the Road Commission for Oakland County.
3. The site is zoned B-3 (General Business).
4. The applicant indicated they are pursuing the following traffic related deviations:
 - a. Landscape waiver for the existing 16 parking space bay without an island.
 - b. Providing 2 spaces less than the amount of parking spaces required.

TRAFFIC IMPACTS

1. AECOM did not perform an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as the additions are not expected to create trips that exceed the City's threshold.
2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	Justification
None	N/A

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii O Figure IX.3	N/A	-	No changes proposed.
2	Driveway Width O Figure IX.3	N/A	-	No changes proposed.
3	Driveway Taper O Figure IX.11	N/A	-	No changes proposed.
3a	Taper length			
3b	Tangent			
4	Emergency Access O 11-194.a.19	N/A	-	No changes proposed.
5	Driveway sight distance O Figure VIII-E	N/A	-	No changes proposed.
6	Driveway spacing	N/A	-	No changes proposed.
6a	Same-side O 11.216.d.1.d			
6b	Opposite side O 11.216.d.1.e			
7	External coordination (Road agency)	N/A	-	No changes proposed.
8	External Sidewalk Master Plan & EDM	N/A	-	No changes proposed.
9	Sidewalk Ramps EDM 7.4 & R-28-K	N/A	-	No changes proposed.
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	54' x 10', loading outside of business hours	Met	
12	Trash receptacle ZO 5.4.4	N/A	-	No changes proposed.
13	Emergency Vehicle Access	N/A	-	No changes proposed.
14	Maneuvering Lane ZO 5.3.2	24'-5" and matching existing	Met	
15	End islands ZO 5.3.12			
15a	Adjacent to a travel way	None proposed	N/A	
15b	Internal to parking bays	Radius not dimensioned	Partially Met	Provide in future submittal.

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
16	Parking spaces ZO 5.2.12	103 proposed		See Planning review letter. The applicant indicated they are seeking a waiver for providing 2 spaces less than what is required.
17	Adjacent parking spaces ZO 5.5.3.C.ii.p	>15 spaces in one parking bay	Not Met	The applicant indicated they are seeking a landscape waiver for the row of 16 spaces.
18	Parking space length ZO 5.3.2	18' and matching existing	Met	19' is standard but verify with the City that 18' is grandfathered in to match existing length.
19	Parking space Width ZO 5.3.2	9'	Met	
20	Parking space front curb height ZO 5.3.2	6" where new curb is proposed	Partially Met	Provide curb detail in future submittal.
21	Accessible parking – number ADA	5 required, 5 proposed	Met	
22	Accessible parking – size ADA	N/A	-	No changes proposed.
23	Number of Van-accessible space ADA	1 required, 1 proposed	Met	
24	Bicycle parking			
24a	Requirement ZO 5.16.1	5 required, 6 proposed	Met	
24b	Location ZO 5.16.1	Indicated	Met	
24c	Clear path from Street ZO 5.16.1	Indicated	Met	
24d	Height of rack ZO 5.16.5.B	Not indicated	Not Met	Provide rack detail in future submittal.
24e	Other (Covered / Layout) ZO 5.16.1, Text Amendment 18.301	Indicated	Partially Met	Space between racks meets standard in Text Amendment 18.301, but 4' is required outside of racks and not 2' as proposed.
25	Sidewalk – min 5' wide Master Plan	N/A	-	No changes proposed.
26	Sidewalk ramps EDM 7.4 & R-28-K	N/A	-	No changes proposed.
27	Sidewalk – distance back of curb EDM 7.4	N/A	-	
28	Cul-De-Sac O Figure VIII-F	N/A	-	
29	EyeBrow O Figure VIII-G	N/A	-	
30	Turnaround ZO 5.10	N/A	-	
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes MMUTCD	Not indicated, unclear if any existing signs are being retained.	Not Met	Provide sizes of proposed barrier free parking signs.
33	Signing table: quantities and sizes	Not indicated	Not Met	Provide table and indicate which parking space will have the additional "Van Accessible" R7-8p sign.
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Not indicated	Not Met	Provide note in future submittal.
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	N/A	-	
36	Sign bottom height of 7' from final grade MMUTCD	Not indicated	Not Met	Provide note in future submittal.
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign MMUTCD	Not indicated	Not Met	Provide note in future submittal.
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Not indicated	Not Met	Provide note in future submittal.
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Not indicated	Not Met	Provide note in future submittal.
40	Parking space striping notes	Parking lot is noted to be restriped	Not Met	Provide details (color and size) of all proposed pavement markings.
41	The international symbol for accessibility pavement markings ADA	Not indicated	Not Met	Provide detail in future submittal.
42	Crosswalk pavement marking detail	N/A	-	
43	Any Other Comments:			

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

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

Sincerely,

AECOM



Paula K. Johnson, PE
Senior Transportation Engineer



Saumil Shah, PE
Project Manager

FAÇADE REVIEW



June 26, 2025

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

Façade Review Status:

**Section 9 Waiver recommended,
contingent on approved sample board.**

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE

21420 Novi Rd., JSP25-17

Façade Region: 1, Zoning District: B-3

Dear Ms. McBeth:

The following Façade Review is based on the drawings prepared by RonandRoman Architects, dated 6/3/2025. This project consists of alterations to an existing façade as described Section 5.15.6 of the Façade Ordinance. The percentages of materials for each façade are shown on the table below. The maximum and minimum percentages required by the Façade Ordinance are shown in the right-hand column. Materials in non-compliance are highlighted. The sample Board required by Section 5.15.4.D was not provided. The sample board should be submitted prior to the Planning Commission meeting.

	West (Front)	North	South	East	Ordinance Maximum (Minimum)
Brick (existing)	23%	30%	7%	10%	100% (30% Min.)
EIFS	43%	25%	69%	50%	25%
Flat Metal Panels (Longboard, simulated wood)	34%	32%	16%	15%	50%
Awning (existing)	0%	3%	0%	0%	10%
Flat Metal (coolers)	0%	10%	6%	9%	50%
CMU (existing)	0%	0%	2%	16%	0%

As shown above, the minimum amount of Brick is not provided on the west, south and east facades and the amount of EIFS and CMU exceeds the maximum amount allowed on the south and east facades. In this case the Brick and CMU are a continuation of existing materials which is allowed by the Façade Ordinance. However, a Section 9 Waiver is required for the overage of EIFS. A Section 9 Waiver for the overage of EIFS is recommended contingent upon the following clarifications.

1. Longboard is a high-quality simulated wood material that will justify the deviations in other materials. Samples should be provided to clarify the color and texture of this material.
2. If the existing Brick is to be painted, a sample of the proposed color should be provided to indicate compatibility with other façade colors.
3. Samples of the fabric awning should be provided to indicate compatibility with other façade colors.

Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time.
2. RTU Screening - It should be noted that all roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance.

Sincerely,
DRN & Architects PC



Douglas R. Necci, AIA

FIRE REVIEW



June 11, 2025

CITY COUNCIL

Mayor

Justin Fischer

Mayor Pro Tem

Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager

Victor Cardenas

Director of Public Safety

Chief of Police

Erick W. Zinser

Fire Chief

John B. Martin

Assistant Chief of Police

Scott R. Baetens

Assistant Fire Chief

Todd Seog

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
Dan Commer – Plan Review Center
Diana Shanahan – Plan Review Center
Stacey Choi – Planning Assistant

RE: New Proposed restaurant at existing site.
21420 Novi Rd. (old Border Cantina)

Preapp-25-07
JSP25-17

Project Description:

Remodel & construction for new proposed restaurant at existing building at 21420 Novi Rd.

Comments:

None at this time.

Recommendation:

The Fire Dept. does not have any objections at this time.

Sincerely,

A handwritten signature in black ink that reads 'Andrew Copeland'. The signature is fluid and cursive, with the first name 'Andrew' and last name 'Copeland' clearly distinguishable.

Andrew Copeland – Fire Marshal
City of Novi Fire Department

Novi Public Safety Administration

45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

cc: file

APPLICANT RESPONSE LETTER

Ron and Roman, Inc Architects

July 2, 2025

Diana Shanahan | Planner
Community Development | Planning Division
City of Novi | 45175 Ten Mile Rd | Novi, MI 48375
t: 248.347.0483

RE: JSP 25-17:21420 Novi Road
Preliminary / Final Site Plan Reviews

Dear Diana

Enclosed please find our responses to the most recent review dated June 30. Our responses follow each item in red.

1. Number of Parking Spaces, Restaurants: Sit-down (Section 5.2.12.E): Per calculations shown in the Planning Chart, 105 parking spaces are required. After building and site renovations, 103 parking spaces are proposed. **The applicant indicates a ZBA variance will be sought for the deficiency of two parking spaces. Correct**
2. Parking Space Dimensions and Maneuvering Lanes (Section 5.3.2): For 90° parking spaces, a maneuvering lane width of 24 feet, and a parking space width of 9 feet and length of 19 feet is required. Parking spaces less than 19 feet long (17 feet minimum) are permitted with a 4" high curb. When no parking spaces are adjacent to a maneuvering lane, the lane width may be reduced to 22 feet.
 - 90° parking, 9 feet wide by 18 feet long parking spaces with 6" high curbs proposed. **Please provide 4" curb instead of 6" for parking spaces less than 19 feet. We shall provide 4 inch curbs as directed.**
 - A maneuvering lane of 20'-4 ½" on the south side of the building is existing non-conforming.
 - The addition to the rear of the building creates a reduced drive aisle of 20'-9 ½" adjacent to the existing dumpster. **Please relocate the dumpster to meet the required drive aisle width or a variance will be required. The dumpster was relocated and shown on sheet SP 101**
3. Loading Spaces (Section 5.4.2): Loading, unloading space shall be provided in the rear yard at a ratio of 10 square feet for each front foot of building. **The proposed loading zone in the rear yard is 54' x 10'. Increase loading zone area to meet requirement (building is 65' in length). We shall revise the loading zone to 65' in length.**
4. Loading Spaces (Section 5.4.4): The area required for loading, unloading and trash receptacles shall be computed separately from the off-street parking requirements and shall be laid out in such a way that when in use it shall not cut off or diminish access to offstreet parking spaces or to service drives. The proposed loading zone is perpendicular to rear yard parking spaces, cutting off access to the adjacent spaces. **The applicant has indicated morning loading only to occur, prior to business hours. Correct**
5. Bicycle Parking Requirements (Section 5.16): All bicycle parking spaces shall be paved and adjacent to a bicycle rack of the inverted "U" design. Plans for the layout of bicycle parking facilities shall be in accord with minimum requirements. **Provide bike rack details and increase**

bike pad layout dimensions to ensure compliance. Updated ordinance standards can be found here: [18.301 Text Amendment](#). **We shall add 4 feet of paving moving the proposed sculpture at the northwest corner of the building. The bike racks are indicated on A101**

6. Lighting and Photometric Plan (Section 5.7.3.J): Lighting shall be designed to provide the minimum illumination necessary to ensure adequate vision and comfort in parking areas. Full cut-off fixtures shall be used to prevent glare. The applicant proposes to utilize the existing 25' parking lot poles, retrofitting them with new LED heads. Additionally, one additional 25' pole with a matching LED fixture is proposed for the rear parking area to enhance coverage. **Please indicate Color Rendering Index and Correlated Color Temperature for light pole fixtures in next submittal. We are proposing 3000 degree Kelvin color temperature with a color rendering index of 70 as shown per the proposed McGraw Edison Galleon 2 new lighting heads being proposed and calculated per the photometric drawing SP102A and SP102B**
7. Plan Review (Section 6.1.C.x.b): Planning Commission approval of the site plan is required as the addition as the 1,776 addition is 40% of the gross floor area of the existing non-residential building and the building is less than 500 feet from the adjacent residential district. **Correct**
8. Façade Modifications (Section 5.15.4.D): The submittal shall include a façade board for review. **Please submit the façade board prior to the Planning Commission meeting. We shall submit the materials board at the beginning of the week well prior to the commission meeting**
9. Façade Modifications (Section 5.15.6): Where new materials are proposed for an existing building facade, the entire building facade shall be subject to Section 5.15 standards. The underage of brick and overage of CMU are permitted as a continuation of existing materials. **A Section 9 Façade Waiver is required for the overage of EIFS. The waiver is supported contingent on an approved sample board. We are pursuing the waiver for excess amount of EIFS on the south wall**
10. Landscape Review: The Landscape review letter indicates five waivers may be needed. Refer to Landscape Review letter for details.
11. Planning Chart: The Planning Review Chart provides additional comments and requests clarification for certain items. Please address these items in addition to the comments provided in this letter.

OTHER REVIEWS

- Engineering Review: Preliminary/Final Site Plan **approval recommended with items to be addressed on the Electronic Stamping Set submittal**. See Engineering Review letter for details.
- Landscape Review: Preliminary Site Plan **approval not recommended**; Final Site Plan **approval not recommended**. See Landscape Review letter for details.
- Façade Review: Preliminary/Final Site Plan **approval recommended contingent upon an approved sample board**. See Façade Review letter for details.
- Fire Review: Preliminary/Final Site Plan **approval recommended**. See Fire Review letter for details.
- Traffic Review: Preliminary Site Plan **approval recommended**; Final Site Plan **not recommended**. See Traffic Review letter for details.



PLANNING REVIEW CHART: B-3 General Business

Review Date: June 30, 2025
Review Type: Preliminary/Final Site Plan
Project Name: JSP25-17 21420 Novi Road
Plan Date: June 3, 2025
Prepared By: Diana Shanahan dshanahan@cityofnovi.org (248) 347-0483

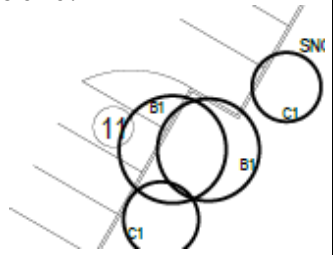
Items in **Bold** need to be addressed prior to the approval of the Preliminary Site Plan.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan (Adopted July 26, 2017)	Local Commercial	No change	Yes	
Zoning (Effective Jan. 8, 2015)	B-3: General Business District	B-3: General Business District	Yes	
Uses Permitted (Sec 3.1.12.B & C)	Principal Permitted Uses: vi. – retail businesses 4.27.1.C – restaurants (sit-down)	Restaurant	Yes	Existing building = 4,391 sq ft Proposed = 6,167 sq ft (update sq ft to include 2nd floor office) We shall add the small 2nd floor office square footga on Sheet A101 and A102
Height, Bulk, Density, and Area Limitations (Section 3.1.12)				
Building Height (Section 3.1.12.D)	Maximum height 30 ft	Height with new parapet = 23'-7"	Yes	Please clarify 27'-7" dimension on south elevation The 27'-7" dimension was a holdover from a previous design, the correct dimension is 23'-7"
Frontage on a Public Street (Section 5.12)	Frontage on a public street is required	Frontage on Novi Road	Yes	
Access to Major Thoroughfare (Section 5.13)	Direct access to major thoroughfare required unless noted in Section 5.13	Access to Novi Road	Yes	
Building Setbacks (Section 3.1.12.D)				
Front (west)	Minimum 30 ft	62'-6"	Yes	
Rear (east)	Minimum 20 ft		Yes	Dimension setbacks
Side (north)	Minimum 15 ft		Yes	Dimension setbacks
Side (south)	Minimum 15 ft	30'	Yes	
Parking Setback (Section 3.1.12.D)				

Front (west)	Minimum 20 ft	N/A	N/A	
Rear (east)	Minimum 10 ft		Yes	
Side (north)	Minimum 10 ft		Yes	Dimension setbacks
Side (south)	Minimum 10 ft		No	Existing condition
Notes To District Standards (Section 3.6.2)				
Exterior Side Yard Abutting a Street	All exterior side yards abutting a street shall	None	N/A	

Item	Required Code	Proposed	Meets Code	Comments
(Section 3.6.2.C)	have a setback equal to the front yard setback requirement of the district in which located.			
Minimum Lot Area (Section 3.6.2.D)	Minimum lot area and width, and maximum percent of lot coverage shall be determined based on off-street parking, loading, greenbelt screening, yard setback or usable open space requirements.			
Off-Street Parking in Front Yard (Section 3.6.2.E)	Off-street parking shall be permitted in the front yard, except that said parking shall observe the minimum off-street parking setback requirements in Sections 3.1 and 5.5.3	None proposed	N/A	
Setback from Residential (Section 3.6.2.L)	Property directly abutting/ adjacent to residential zoning shall have minimum setback of 20 ft		Yes	
Wetland/ Watercourse Setback (Section 3.6.2.M)	Refer to Sec 3.6.2 for more details.		N/A	
Parking Setback Screening (Section 3.6.2.P)	Required parking setback area shall be landscaped per Section 5.5.3.			Refer to Landscape review letter
Modification of Setback Requirements (Section 3.6.2.Q)	The Planning Commission may modify setback requirements in instances where it determines that such modification may result in improved use of the site and/or in improved landscaping; provided the modification does not reduce the total area of setback below minimum requirements.		N/A	

Parking and Loading Requirements				
Number of Parking Spaces Restaurants: Sit-down (Section 5.2.12.E)	The greater of: 1 for each 70 sq ft gross floor area (14.3 spaces per 1,000 sq ft) - or - 1 for each 2 employees, plus 1 for each 2 customers allowed under	112 existing spaces, 103 spaces proposed after renovations 6,167 SF / 70 SF = 89 required spaces - or -	No	Applicant indicates a variance will be sought for deficiency of two parking spaces Correct

Item	Required Code	Proposed	Meets Code	Comments
	maximum capacity (including waiting areas)	190 seats / 2 = 95 + 20 / 2 employees = 10 105 spaces required		
Parking Space Dimensions and Maneuvering Lanes (Section 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 (Section 5.5.3.ii)	90° Parking: 9 ft x 18 ft 6" high curbs indicated	TBD	For parking spaces with 18 ft length, provide 4" high curb instead of 6" We shall revise the curb heights to 4 inches and will be shown on sheet SP101
Parking Stall Adjacent to a Parking Lot Entrance (public or private) (Section 5.3.13)	Shall not be located closer than 25 ft from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	N/A	Yes	
End Islands (Section 5.3.12)	- End islands with landscaping and raised curbs required at the end of all parking bays that abut traffic circulation aisles - End islands shall generally be at least 10 ft wide, have an outside radius of 15 ft, and be constructed 3 ft shorter than the adjacent parking stall	New island proposed on north side	No	Dimension end islands. End islands should be 3 ft shorter than adjacent parking stall. Show striping for this island:  Refer to Traffic and Landscape reviews for further comments We shall add the requested striping on sheet SP101
Posted Fire Lanes (D.C.S Section 158-99(a))	Minimum width of a posted fire lane is 20 ft. Minimum height of a posted fire lane is 14 ft.	No fire lanes indicated	N/A	

Barrier Free Spaces <i>Barrier Free Code</i> <i>(2012 Michigan Building Code)</i>	Every 6 or fraction of six accessible parking spaces, at least one shall be van-accessible	5 spaces required 3 regular barrier free parking spaces + 2 van-accessible spaces proposed	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8 ft wide with an 8 ft wide access aisle for van accessible spaces (preferred) – or –	5 - 8 ft barrier free parking spaces shown, access aisles not dimensioned	Yes	Dimension access aisles Dimensions have been added on SP101

Item	Required Code	Proposed	Meets Code	Comments
<i>(2012 Michigan Building Code)</i>	- 11 ft wide with a 5 ft wide access aisle for van accessible spaces - 8 ft wide with a 5 ft wide access aisle for regular accessible spaces			We have provided the appropriately sized Barrier Free parking spaces with correct dimensions SP101
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Signs indicated	Yes	Provide sign table and sign detail as noted in Traffic Review letter We shall add the barrier signage on sheet SP101
Loading Spaces <i>(Section 5.4.2)</i>	- Loading, unloading space shall be provided in the rear yard at a ratio of 10 sf for each front foot of building - Except in the case of a double frontage lot, loading-unloading, as well as trash receptacles may be located in an interior side yard beyond the minimum side yard setback requirement of the district; location subject to City approval.	54' x 10' striped loading zone proposed near northwest corner (rear yard) of building Approximately 65' of frontage: 65' x 10' loading zone required	No	Revise loading zone to comply with the Ordinance standard or a ZBA variance will required for deficiency in loading zone area We are increasing the loading zone length to 65 ft per your request and will be shown on sheet SP101

Bicycle Parking Requirements

Minimum Number of Bicycle Parking (Section 5.16.1)	<p>When any principal building is enlarged by 10% or more of the existing gross floor area, or any automobile parking lot is enlarged by 10% or more of existing parking spaces, bicycle parking shall be required and provided as part of site plan review under Section 6.1</p> <p>5% of required automobile spaces, minimum 2 spaces</p> <p>99 parking spaces provided = 5 bicycle parking spaces required</p>	<p>40% increase in building size proposed</p> <p>6 bicycle parking spaces proposed on northwest corner of building</p>	Yes	Refer to Traffic Review for further comments.
Bicycle Parking Location (Section 5.16.1.E)	No farther than 120' from the entrance being served	6 bicycle parking spaces proposed on northwest corner of building	Yes	Refer to Traffic Review for further comments.
Bicycle Parking - Multiple Locations (Section 5.16.1.F)	When 4 or more spaces are required for a building with multiple entrances, spaces shall be provided	The building does not have multiple entrances	N/A	

Item	Required Code	Proposed	Meets Code	Comments
	in multiple locations			
Bicycle Parking Facility Layout (Section 5.16.5.B)	Spaces to be paved. Bike rack shall be inverted "U" design, min 3 ft in height	Paved layout proposed, bike rack details not provided	TBD	Provide bike rack details We have provided dimensions for the bike racks and shall include the cut sheet for the proposed racks to meet Novi Standards, the rack cut sheet shall be added to sheet A101
Bicycle Parking Accessibility (Section 5.16.5.C)	All bicycle parking shall be accessible from adjacent street(s) and pathway(s) via a minimum 6 ft wide paved route	Complies	Yes	
Bicycle Parking Lot Layout (Section 5.16.5.A)	<ul style="list-style-type: none"> - Parking space width: 7 ft - One tier width: 11 ft - Two tier width: 18 ft - Maneuvering lane width: 4 ft - Parking space depth: 32" 	9'6" x 5'x10" Required: 13'4" x 7'	No	Revise bicycle parking pad layout. We shall add the additional paving to increase the bike rack pad size by 4 feet and will be shown A101 Updated ordinance standards can be found here: 18.301 Text Amendment Refer to Traffic Review for further comments.
Sidewalk Requirements				
Sidewalks (Section 7.4.2 of Eng Design Manual)	Minimum 5 ft sidewalk required	Existing 6' sidewalk along Novi Road	Yes	Refer to Traffic Review for further comments.
Pedestrian Connectivity	<ul style="list-style-type: none"> - Traffic circulation features within the site and parking areas shall be designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets. - Building exits must be connected to sidewalk system or parking lot. 			All pedestrian building exits deposit into the parking lot.
Building Code and Other Design Standard Requirements				
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Not provided	No	Add parcel ID and land description on cover sheet. Refer to Preliminary Site Plan checklist for additional information. We shall add the Parcel

				ID number on sheet SP101
General Layout and Dimension of Proposed Physical Improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in sq ft), location of proposed parking and parking layout, streets,	Some information provided		<p>See this and other review letters for missing information; follow the Preliminary Site Plan and Final Site Plan checklists for requirements.</p> <p>We shall provide all additional missing information as addressed in this review response letter.</p>

Item	Required Code	Proposed	Meets Code	Comments
	drives, indicate sq ft of pavement area (indicate public or private).			<p>Add owner name and contact info and City project number JSP25-17 on cover sheet. Indicate Novi Road on site plan. Issue date of 6/3/25 in title block should indicate Preliminary (not Pre-App)</p> <p>We shall add the information and make the proposed changes to the cover sheet.</p> <p>Existing site plan should include all existing features including utilities, lighting, landscape, ADA spaces.</p> <p>All utilities are existing and we shall clarify the location SP100 Existing Site Plan</p>
Plan Review (Section 6.1.C.x.b)	A site plan may be reviewed for approval administratively without formal review by the approving body when the addition totals more than 1,000 sq ft but less than 10,000 sq ft when the proposed addition is less than 10% of the gross floor area of an existing non-residential building and when the building is at least 500 feet from a residential district.	<p>4,391 sq ft existing building 1,776 sq ft proposed addition (update sq ft to include 2nd floor office)</p> <p>Proposed addition is 40% of the existing floor area</p> <p>Existing building is approximately 175 foot to residential district to the west.</p>		<p>Planning Commission approval of the site plan is required as the addition as the 1,776 addition is 40% of the gross floor area of the existing non-residential building and the building is less than 500 feet from the adjacent residential district.</p> <p>Correct</p>

Economic Impact	<ul style="list-style-type: none"> - Total cost of proposed building and site improvements - Number of anticipated jobs created (during construction and after building is occupied) 			Provide prior to Planning Commission consideration Estimates are being completed and shall be provided early next week
Exterior Lighting (Section 5.7)				
Intent (Section 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky.	Photometric plan and lighting specs provided	Yes	
Lighting Plan (Section 5.7.2.A.i)	A lighting plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures.	The applicant proposes to utilize the existing 25' parking lot poles, retrofitting them with new LED heads. Additionally, one additional 25' pole with a matching LED	TBD	Existing fixtures should be shown on the existing site plan, indicate new fixtures on site plan. We shall show the existing fixtures on SP100, all new fixtures are shown SP101 and the Photometric Plans SP102A and 102B

Item	Required Code	Proposed	Meets Code	Comments
		fixture is proposed for the rear parking area to enhance coverage.		
Lighting Plan Elements (Section 5.7.2.A.ii) Specifications for all proposed & existing lighting fixtures:	Photometric data	Complies	Yes	
	Fixture height	Complies	Yes	
	Mounting and design	Complies	Yes	
	Glare control devices		TBD	
	Type and color rendition of lamps		TBD	
	Hours of operation		TBD	
	Photometric plan illustrating the levels of illumination at ground level shall account for all light sources that impact the subject site	Complies	Yes	
Building Lighting (Section 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.	Not indicated	TBD	Indicate any building lighting on elevations We shall add the existing building light fixtures on the existing site plan SP100 and new proposed fixtures are shown shown on

				elevation sheets A401 and A402
Maximum Height (Section 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft where adjacent to residential districts or uses)	Maximum height = 25'	Yes	
Electrical Service (Section 5.7.3.B)	Electrical service to light fixtures shall be placed underground		TBD	Correct
Flashing Light (Section 5.7.3.C)	No flashing light permitted	None proposed	Yes	
Glare Control (Section 5.7.3.D)	Shall be accomplished primarily through proper selection and application of lighting equipment.		TBD	Our lighting consultant Clarus Lighting has selected lighting fixtures meeting the cut off and minimum light level requirement as shown on the photometric plan SP101 and SP102A and SP102B
Outdoor Lighting: Average Light Levels (Section 5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit not exceed 4:1 foot-candles		TBD	Refer to photometric plan sheets SP102A and SP102B
Color Spectrum Management on 5.7.3.F)	Non-Res and Multifamily: For all permanent lighting installations - minimum Color Rendering Index (CRI) of 70 and Correlated	Some information provided	TBD	Please indicate Color Rendering Index and Correlated Color Temperature for light The proposed color rendering index is 70 and the proposed color temperature of the site lighting is 3000 degrees Kelvin

Item	Required Code		Proposed	Meets Code	Comments
	Color Temperature (CCT) of no greater than 3000 Kelvin				pole fixtures in next submittal.
After Hours Lighting (Section 5.7.3.G)	Only necessary lighting for security purposes shall be permitted after hours.		None indicated	N/A	
Indoor Lighting (Section 5.7.3.H)	Shall not be the source of exterior glare or spillover		Appears to comply	Yes	
Security Lighting (Section 5.7.3.I) Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> - All fixtures shall be located, shielded, and aimed so that light is not cast toward adjacent properties or streets or unnecessarily transmitted into the night sky. - Fixtures mounted on the building and designed to illuminate the facade are preferred. 		Applicant indicates there will not be any security lighting	N/A	
Parking Lot Lighting (Section 5.7.3.J)	Shall be designed to provide the minimum illumination necessary to ensure adequate vision and comfort in parking areas. Full cut-off fixtures shall be used to prevent glare.		Applicant indicates existing parking lot lighting will remain	Yes	
Minimum Illumination Levels (foot-candles) (Section 5.7.3.L)	Parking areas:	0.2 min	Complies	Yes	
	Loading and unloading areas:	0.4 min	Complies	Yes	
	Walkways:	0.2 min	Complies	Yes	
	Building entrances, frequent use:	1.0 min	Complies	Yes	
	Building entrances, infrequent use:	0.2 min	Complies	Yes	
Maximum Illumination Adjacent to Non-Residential (Section 5.7.3.L)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot-candle		Complies	Yes	
Maximum Illumination Adjacent to Residential (Section 5.7.3.M)	When adjacent to residential districts: <ul style="list-style-type: none"> - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5-foot candle 		Appears to comply	Yes	Residential district across Novi Road

Item	Required Code	Proposed	Meets Code	Comments
Other Permits and Approvals				
Development/ Business Sign	Signage if proposed requires a permit.	Signage proposed on building		For permit information contact Ordinance at (248) 735-5678.
Development and Street Names	Must be approved by the Project and Street Naming Committee	Project name and street names do not require approval	N/A	
Accessory Uses (Section 4.19)				
Dumpster (Section 4.19.2.F)	<ul style="list-style-type: none"> - Located in rear yard or interior side yard in case of double frontage - Attached to the building OR - No closer than 10 ft from building if not attached - Not located in parking setback - If no setback, then no closer than 10 ft from property line. - Away from barrier free Spaces 	Existing dumpster located in interior side yard, no changes proposed	Yes	<p>The addition to the rear of the building creates a reduced drive aisle of 20-9 ½" adjacent to the existing dumpster. Please relocate the dumpster to meet the required drive aisle width or a variance will be required.</p> <p>We have relocated the dumpster as shown on sheet SP101</p>
Dumpster Enclosure (Section 21-145. (c))	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft higher than height of refuse bin - No less than 5 ft on three sides - Posts or bumpers to protect the screening - Hard surface pad - Screening Materials: Masonry, wood or evergreen shrubbery 	No changes proposed, visible from Novi Road	TBD	<p>See note above</p> <p>The relocated dumpster shall have no visibility from Novi Road as shown on sheet SP101</p>
Roof Top Equipment and Wall Mounted Utility Equipment (Section 4.19.2.E.i)	<ul style="list-style-type: none"> - All roof top equipment shall be screened from view - All wall mounted utility equipment shall be enclosed and integrated into the design and color of the building, subject to safety and access requirements. 	Applicant indicates no new roof top equipment proposed. Proposed raised parapet walls to be tall enough to screen any future roof top equipment.	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Roof Top Appurtenances Screening (Section 4.19.2.E.ii)	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road, or adjacent property	Applicant indicates no new roof top equipment proposed. Proposed raised parapet walls to be tall enough to screen any future roof top equipment.	Yes	
Noise Specifications (Section 5.14.10.A)	Site proposals must comply with the standards of the noise ordinance.	Specifications provided.		Refer to Traffic Review for further 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. Please refer to those sections in Article 3, 4, and 5 of the Zoning Ordinance for further details
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.



PLAN REVIEW CENTER REPORT

June 23, 2025

Engineering Review

21420 Novi Road
JSP25-0017

APPLICANT

Kap and Rich Restaurant Group

REVIEW TYPE

Preliminary / Final Site Plan

PROPERTY CHARACTERISTICS

- Site Location: 21420 Novi Road (East of Novi Road, North of Eight Mile Road)
- Site Size: 1.73 acres
- Plan Date: 06/03/2025
- Architect: Ron and Roman Inc.

PROJECT SUMMARY

- Renovation of an approximately 4,391 square-foot commercial building and minimal associated parking lot paving. Site access would continue to be provided via a public roadway.
- No proposed utility site work.

RECOMMENDATION

Approval of the combined Preliminary/Final Site Plan is **recommended** at this time, the plan meets the general requirements of the design and construction standards as set forth in [Chapter 11 of the City of Novi Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#) with the following items to be addressed at the time of Electronic Stamping Set submittal:

COMMENTS

1. Provide a note on sheet SP101 that all work shall conform to the current **City of Novi standards and specifications**.
2. Clearly distinguish between proposed improvements and existing features of the site. Hatch any pavement that will be reconstructed due to removal of curbing, sidewalk, etc. **Shall be submitted in future submittal**
3. Label the existing 60-foot right-of-way. **Shall be submitted in future submittal**
4. No additional right-of-way is requested at this time since the full 60 feet along Novi Road has been dedicated as of January 2025.
5. Provide a traffic control sign table listing the quantities of each **permanent** sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards. **Shall be submitted in future submittal**
6. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed or provide a note that proposed pavement shall match existing. **Shall be submitted in future submittal**
7. The engineering cost estimate references two proposed detectable warning plates for the existing sidewalk. Show where they are proposed on the site plan. If they are to be installed within the right-of-way then a right-of-way permit will be required. **Shall be submitted in future submittal**
8. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for paving (2 sheets). The most updated details can be found on the City's website under [Engineering Standards and Construction Details](#). **Shall be submitted in future submittal**

IRRIGATION

9. Provide an irrigation plan for review and approval before the final stamping set. **We shall have our irrigation contractor provide and submit the required irrigation plan**
10. For common area irrigation systems connected to public water supplies: Install a backflow prevention Reduced Pressure Zone Assembly (RPZ) with an ASSE 1013 listing approval at each tap to the public water supply. A minimum clearance of 12-inches measured from the bottom of pressure relief valve to the finished landscaped grade shall be required. Provide a detail showing the RPZ installation setup and height above grade. If backflow preventer is to be enclosed, provide a detail of the enclosure with required drainage outlets. Show all locations on a site plan. A plumbing permit is required for the installation of the backflow preventer. Installation of the backflow preventer shall be in such a manner as to not require blowing out the system through the backflow preventer. Drain ports and blow out ports shall be included. Any deviations from these requirements must be approved through the Novi Water & Sewer Division Cross Connection Control Specialist (248-735-5661).
11. For common area irrigation systems connected to wells, add the following note to the plans: "Irrigation systems connected to a public water supply are governed by the City of Novi Cross-connection Control Program and subject to review and approval. Irrigation systems utilizing a pond, well or other private source of water supply are exempt from the City's CCCP. Any alterations to a private source of water to a public water supply shall be submitted to the Novi

Water & Sewer Division for review and approval prior to any such connections. Plumbing permits will be required for these connections."

SOIL EROSION & SEDIMENT CONTROL

12. Although no SESC permit is required due to the area of disturbance being less than one acre and the limited scope of work, the following SESC comments must be addressed:
 - a. Install silt sacks in all storm sewer inlets, as necessary. **Silt sacks shall be supplied at all storm sewer inlets**

THE FOLLOWING MUST BE SUBMITTED WITH THE NEXT SUBMITTAL:

13. A letter from either the applicant or the applicant's engineer must be submitted with the Electronic Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter. All proposed additions and inclusions shall be clouded and are responding to all review comments in this letter.**

THE FOLLOWING MUST BE ADDRESSED PRIOR TO CONSTRUCTION:

14. A pre-construction meeting will not be required due to the limited scope of work.
15. No construction inspection fees are required, and the inspections will be done by the City of Novi Engineering Division. Contact Kate Purpura when you are ready for a final inspection and prior to use of the parking lot.
16. A street sign financial guarantee will be required for any proposed traffic control signage. This amount will be calculated when the number of signs proposed is known. Signs must be installed in accordance with MMUTCD standards.

PRIOR TO SUBMITTING STAMPING SETS, the Applicant should submit the Electronic Stamping set to Planning for review, if any changes are proposed after Electronic Stamping set approval applicant must submit revised sheets for review and approval.

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Kate Purpura at (248) 735-5643 or email at kpurpura@cityofnovi.org with any questions.



Kate Purpura,
Project Engineer

cc: Diana Shanahan, Community Development
Angela Sosnowski, Community Development
Stacey Choi, Planning Assistant
Humna Anjum, Engineering
Milad Alesmail, Engineering
Ben Croy, City Engineer



PLAN REVIEW CENTER REPORT

June 16, 2025

21420 Novi Road - Restaurant **Preliminary/Final Site Plan - Landscape**

Review Type

Preliminary/Final Site Plan Landscape Review

Job #

JSP25-0015

Property Characteristics

- Site Location: 21420 Novi Road
- Site Acreage: 1.73 ac.
- Site Zoning: B-3/P-1
- Adjacent Zoning: North: B-3/I-1, East: Railroad, South: B-3, West: Novi Rd/R-4
- Plan Date: 6/3/2025

Recommendation:

This project is **not recommended for approval for Preliminary Site Plan** unless it can be shown that the square footage of foundation landscaping area provided is not decreasing.

LANDSCAPE WAIVERS THAT MAY BE REQUIRED BY PLAN:

- Deficiency in greenbelt depth – *supported by staff as an existing condition*
- Deficiency in greenbelt landscaping – *supported by staff as original plans' landscaping will be restored*
- Lack of street trees – *supported by staff as they were not on the original plans*
- One bay is 16 spaces long – *supported by staff as an existing condition that is being improved*
- Deficiency in foundation landscaping – *would be supported by staff as an existing condition as long as there is not a net decrease in foundation area provided*

Please put the city project number, JSP25-0017, on the bottom right corner of the plan cover sheet.

Ordinance Considerations

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

1. Existing trees are shown on the landscape plan.
2. No removals are proposed.
3. No regulated woodlands, trees or wetlands are on the site.

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

The property is not adjacent to residential property so no buffering is required.

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

1. The required greenbelt width is not provided. **This requires a landscape waiver** that is *supported by staff as an existing condition*.
2. The required berm exists from previous projects.
3. The required canopy trees exist from previous projects.
4. **A landscape waiver is required for deficient greenbelt landscaping.** *As the missing landscaping from previous projects will be restored, the waiver will be supported by staff as an existing condition.*
5. No street trees were provided with previous projects. As the applicant is restoring all

missing landscaping from previous plans to bring the site into compliance, no street trees are required.

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

1. **Please show all existing and proposed utility lines and structures on the plan.**
2. **Please show all light posts, existing and proposed, on the plan.**

Parking Lot Landscaping

1. A new interior island with a canopy tree is proposed to break up the long bay of parking spaces along the north property line.
2. No existing interior parking lot islands or trees are being reduced.
3. The plan has one 16 space bay east of the building. **A landscape waiver is required for this.** *It is supported by staff as the 16-space bay is shorter than the existing condition.*

Building Foundation Landscaping (Zoning Sec. 5.5.3.D)

1. The existing and proposed landscaping are deficient per the current rules.
2. **This requires a landscape waiver.** *It would be supported by staff if the applicant can show that there is no net decrease in foundation landscape area with the current plan. Please add before and after square footages of the foundation landscape area. If a decrease is shown, additional area must be provided on front of the site.*

Plant List (LDM 4.)

1. Provided
2. Most shown are replacements from earlier approved plans.
3. **Please do not use these species: Austrian Pine, Bradford Pear, Burning bush. They are either disease-prone or invasive. Colorado Blue Spruce is also not recommended due to its problems with needle cast.**
4. Please get prior approval for all species substitutions from me. Add a note to this effect near the plant list.

Planting Notations and Details (LDM)

Please provide the notes and details listed on the Landscape Chart.

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

1. No new above-ground stormwater detention pond is proposed.
2. No indication of any Phragmites or Knotweed was noted on the plans. Please survey the site and show any stands of either weed on the plans along with instructions for its treatment and removal.
3. If none is found, please add a note stating this. **We shall perform the field inspection and provide the requested information**

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans. **As stated earlier, our landscape irrigation contractor shall design the irrigation system and insure that irrigation is provided to insure that all new planting shall become established with appropriate water.**

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@cityofnovi.org.

LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY/FINAL SITE PLAN

Review Date: June 16, 2025
Project Name: JSP25-0017: 21420 Novi Road
Plan Date: June 3, 2025
Prepared by: Rick Meader, Landscape Architect E-mail: 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 on the Final Site Plan.

LANDSCAPE WAIVERS THAT MAY BE REQUIRED BY PLAN:

- Deficiency in greenbelt depth – *supported by staff as an existing condition*
- Deficiency in greenbelt landscaping – *supported by staff as original plans' landscaping will be restored*
- Lack of street trees – *supported by staff as they were not on the original plans*
- One bay is 16 spaces long – *supported by staff as an existing condition that is being improved*
- Deficiency in foundation landscaping – *would be supported by staff as an existing condition as long as there is not a net decrease in foundation area provided.*

Please put the city project number, JSP25-0017, on the bottom right corner of the plans' cover sheet.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> • New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"=20' minimum with proper North. Variations from this scale can be approved by LA • Consistent with plans throughout set 	Site Plan: 1" = 20'	Yes	
Project Information (LDM 2.d.)	Name and Address	Business address on title block	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	No	No	Please show owner name and contact information on the plans' cover sheet and title blocks. This information shall be added
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	No	NA	Since only replacements for missing landscaping and the limited new landscaping are proposed, a landscape architect will not be required.

Item	Required	Proposed	Meets Code	Comments
Sealed by LA. (LDM 2.g.)	Requires original signature	No	NA	See above
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
Zoning (LDM 2.f.)	Include all adjacent zoning	Shown on SP101 Site: B-3/P-1 North: B-3/I-1 East: Railroad South: B-3 West: Novi Rd/R-4	Yes	
Survey information (LDM 2.c.)	<ul style="list-style-type: none"> Legal description or boundary line survey Existing topography 	<ul style="list-style-type: none"> Only existing structures, paving and paving are shown on SP-100 Trees from original plan that do not exist are also shown 	No	We have been working from the original site plan provided us which did not include the requested information. If needed we can have a surveyor provide the boundary dimensions for the site.
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	<ul style="list-style-type: none"> Show location type and size. Label to be saved or removed. Plan shall state if none exists. 	Existing trees and trees from original plans that no longer exist and will be replaced are shown on the site plan	Yes	
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> As determined by Soils survey of Oakland county Show types, boundaries 	No - Not necessary	NA	
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Sheet SP101	Yes	
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> Overhead and underground utilities, including hydrants Proposed light posts 	None are shown other than the overhead utilities along the south property line.	No	1. Please clearly show all utility lines and structures on the site plan. We shall show the current overhead utilities and the other utilities where they enter the building 2. Please include proposed lighting on the site plan. We have the proposed lighting with photometrics on sheets SP102A and SP102B 3. Trees should be at

				least 10 feet from hydrants, catch basins and manholes and 5 feet from underground lines. We shall verify that no trees including the replacement trees from the original approved site plan meet the separation distance requirements.
Proposed grading. 2' contour minimum	Provide proposed contours at 2' interval	No changes to the existing site grading	NA	

Item	Required	Proposed	Meets Code	Comments
(LDM 2.e.(1))		are proposed		
Snow deposit (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
LANDSCAPING REQUIREMENTS				
Berms, Walls and ROW Planting Requirements				
Berms				
<ul style="list-style-type: none"> All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1 ft. contours Berm should be located on lot line except in conflict with utilities. Berms should be constructed of loam with 6" top layer of topsoil. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	The site is not adjacent to residential property so no buffering berm is required.	No berm is proposed.	Yes	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No new walls are proposed.	NA	
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		None		
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii) and (LDM 1.b)				
Greenbelt width (2)(3) (5)	<ul style="list-style-type: none"> Adjacent to pkg: 20 ft Not adjacent to pkg: 25 ft 	16-18' (PL to sidewalk)	No	1. A landscape waiver is required if the required greenbelt is not provided 2. The waiver would be supported by staff as an existing condition since it is not changing. We shall pursue the waiver
Berm requirements (Zoning Sec 5.5.3.A.(5))				
Min. berm crest width	Adj to parking: 2 feet	Existing berm to remain	TBD	Yes
Minimum berm height (9)	Adj to parking: 3 feet	Existing berm to remain	TBD	Yes
3' wall	(4)(7)	None	Yes	
Canopy deciduous or large evergreen trees	Adj to pkg: 1 per 70lf (150-30)/70 = 2 trees	2 trees	Yes	
Sub-canopy deciduous trees	Adj to pkg: 1 per 40lf (150-30)/40 = 3 trees	0 trees – the original plans' landscaping will be restored	Yes	
Shrubs	Adj to pkg: 3 per 40lf	0 shrubs – the	Yes	

Item	Required	Proposed	Meets Code	Comments
	(150-30) * 3/40 = 9 shrubs	original plans' landscaping will be restored		
Canopy deciduous trees in area between sidewalk and curb	1 tree per 35lf (150-60)/35 = 3 trees	0 trees	Yes	As there were no trees shown on the original plans, none need to be added now.
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> Label contour lines Maximum 33% Constructed of loam 6" top layer of topsoil 	<ul style="list-style-type: none"> The existing berm is proposed to remain No cross section is provided 		
Type of Ground Cover		NA – lawn exists		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	<ul style="list-style-type: none"> No utilities or trees are shown on plan Overhead utility lines are shown along south property line 	<ul style="list-style-type: none"> No Yes 	<p>Please clearly show all utilities on site plan</p> <p>We shall show the overhead utilities and all other utilities where they exit the building. There are no existing plans indicating the underground location of all the utilities on site.</p>
Parking Area Landscape Requirements LDM 1.c. & Calculations (LDM 2.o.)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> Clear sight distance within parking islands No evergreen trees 	No landscaping is proposed that will block view within parking lot	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Mulch is proposed	No	Grass or some other living material would be preferred. We would propose a low gro sumac ground cover in lieu of grass which requires maintenance whereas the sumac needs trimming at the beginning and end of each growing season.
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> A minimum of 200 SF to qualify Minimum 200 SF per tree planted in island 6" curbs Islands minimum width 10' BOC to BOC 	<ul style="list-style-type: none"> New island's dimensions are provided The other islands are not shown as changing 	<ul style="list-style-type: none"> No Yes 	Please increase the width of the new landscape island to 10 feet as measured from back of curb to back of curb. We have increased the width of

				the proposed landscape island, and are reducing the length by 3 feet per ordinance.
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	<ul style="list-style-type: none"> • Spaces are 18 ft long • No changes to layout are proposed 	Yes	
Contiguous space limit (i)	<ul style="list-style-type: none"> • Maximum of 15 contiguous spaced • All endcap islands should also be at least 200sf with 1 tree planted in it. 	One bay east of the building is 16 spaces long	No	1. A landscape waiver is required for the longer bay. 2. Since it is an existing bay, and the condition is actually

Item	Required	Proposed	Meets Code	Comments
				being improved with the removal of 4 spaces west of the bay, the waiver would be supported by staff as an existing condition. We shall pursue the waiver
Plantings around Fire Hydrant (d)	<ul style="list-style-type: none"> • No plantings with matured height greater than 12' within 10 ft. of fire hydrants or utility structures (manholes, catch basins). • Trees also need to have at least 5 feet between the trunk and underground utility lines. 	No hydrants or proposed trees are shown.	No	Show all hydrants and Fire Department Connections on the Site Plan We show the existing fire hydrant is shown in the northwest corner of on the site plan SP101 in the Novi Road Easement
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
Clear Zones (LDM 2.3.(5))	The Road Commission for Oakland County (RCOC) clear vision zone is required for Novi Road as it is their jurisdiction.	No	No	1. Please indicate the RCOC corner clearance zone for the Novi Road entry (rules to follow are at the end of this review) There are no changes being proposed to the entry 2. Keep all trees and shrubs taller than 30"

				out of zones. We shall keep all trees and shrubs taller than 30 inches as required at the corner clearance zones.
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, C, 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)				
A = Total square footage of vehicular use area up to 50,000 sf x 7.5%	$A = x \text{ SF} \times 7.5\% = A \text{ sf}$	No calculations are provided		As the parking lot area is decreasing, no calculations are necessary.
B = Total square footage of additional paved vehicular use areas over 50,000 SF) x 1 %	$B = x \text{ SF} \times 1\% = B \text{ sf}$	No calculations are provided		See above
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = x \text{ SF} \times 6\% = A \text{ sf}$	NA		
B = Total square footage of additional	$B = (x \text{ SF} - 50000) \times 0.5\% = B \text{ SF}$	NA		

Item	Required	Proposed	Meets Code	Comments
paved vehicular use areas over 50,000 SF x 0.5 %				
All Categories				
C = A+B Total square footage of landscaped islands required	A + B = C SF	None		As the parking lot area is decreasing, no calculations are necessary.
D = D/200 Number of canopy trees required	D=C/200 = xx Trees	None		1. As the parking lot area is decreasing, no calculations are necessary. 2. Please replace any missing plantings in existing islands. All missing trees per original approved site plan shall be replaced and are indicated on SP101
Parking Lot Perimeter Trees (Sec 5.5.3.C.iv)	1 Canopy tree per 35 lf	Perimeter plantings on the original plans are shown as being replaced.	Yes	
Other Landscaping				
Other Screening				
Screening of outdoor storage, loading/unloading (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		The proposed loading zone is in the center of the parking lot, east of the building	Yes	
Transformers/Utility boxes (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> A minimum of 2ft. separation between box and the plants Ground cover below 4" is allowed up to pad. No plant materials within 8 ft. from the doors 	No utility boxes shown	TBD	1. Provide proper screening for any transformers. 2. Include city standard detail with other landscape details. 3. If all transformer locations are not provided on plan, please add a note stating that all transformers and other utility boxes shall be screened per the city detail. We shall screen the transformer at the hidden southeast corner behind the building
Building Foundation Landscape Requirements (Sec 5.5.3.D)				

Interior site landscaping SF	<ul style="list-style-type: none">• Equal to entire perimeter of the building (less paved access areas) x 8 with a minimum width of 4 ft.• A minimum of 75% of the building should	<ul style="list-style-type: none">• Foundation landscaping is only shown at the front of the building• The existing and proposed foundation areas	<ul style="list-style-type: none">• TBD• No	<ol style="list-style-type: none">1. Please show the existing foundation landscape area provided and what is proposed.2. Please label the foundation landscape areas before and after.3. Per our pre review meeting we were directed that additional foundation landscaping would not need to be revised. We have added a landscaping bed on the west side of the building facing Novi Road adding landscaping that did not exist there before.
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Item	Required	Proposed	Meets Code	Comments
	have foundation landscaping.	are not labeled with their area in SF.		3. The landscaping area proposed is deficient per the current ordinance. A landscape waiver would be required for the deficiency. It would be supported by staff if there is no decrease in foundation landscape area provided. If some is lost at the building, compensating area can be added on the front berm to keep staff support of the waiver. <i>We shall pursue the waiver</i>
Building Screening (Zoning Sec 5.5.3.D.ii.)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	57/85 = 67%	Yes	
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> Clusters of large native shrubs shall cover 70-75% of the basin rim area located at 10 feet above the permanent water level or pond bottom if it's a dry pond. Canopy trees at 1/35th of the east, south and west sides of the pond, located at about 10 feet away from the permanent water level 10" to 14" tall grass along sides of basin Refer to wetland for basin mix 	None proposed	No	<p><u>Please provide the required detention basin landscaping for any new, above-ground detention.</u></p> <p><u>There is no proposed above ground detention as was discussed during our pre review meeting</u></p>
Phragmites Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> Any and all populations of Phragmites australis and/or Japanese knotweed on the site shall be included on tree survey. Treat populations per 	A note indicates that there is no Phragmites or Japanese Knotweed on the site.	Yes	

Item	Required	Proposed	Meets Code	Comments
	MDEQ guidelines and requirements to eradicate the weed from the site.			
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				
Installation date (LDM 2.l. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> Provide intended dates Should be between March 15 and November 15. 	No		<p>Please include planting dates on plan</p> <p><u>We shall receive the proposed planting schedule from our landscape contractor which will meet the planting dates as established by the city.</u></p>
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> Include statement of intent to install and guarantee all materials for 2 years. Include a minimum one cultivation in June, July and August for the 2-year warranty period. 	No		<ol style="list-style-type: none"> Please provide all required notes in set. Standard City of Novi notes and details are available upon request. <u>We shall add the city provided notes and details to sheet SP101</u>
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No		Please provide note on plan. <u>We shall meet the planting requirement</u>
Irrigation plan (LDM 2.s.)	A method for providing the water required for plant establishment and long-term survival must be provided.	No	No	<ol style="list-style-type: none"> Need for final site plan Please provide either an irrigation system plan or information regarding the alternative method that will be used to water the plants If an irrigation system will be used, it should meet the requirements listed at the end of the chart. If an existing irrigation system will be used for all landscaping, please add a note to that effect to the landscape plan. <p><u>Our irrigation contractor shall provide the required</u></p>

				<u>information for the final site plan review</u>
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	No		Please provide note on plan. <u>Our landscape contractor shall provide the required 2 yr guarantee and we will add this note to the site plan SP101</u>
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	No		Please provide note on plan. <u>Understood</u>
Plant List (LDM 4, 11)) – Include all cost estimates				
Quantities and sizes	• A minimum of 50% of	Plant list is provided	Yes	

Item	Required	Proposed	Meets Code	Comments
Root type	species used on the site, not including any woodland replacements, must be native to Michigan.	No	No	<u>Please indicate Ball & Burlap (B&B) or Container (Cont.) on the plant list</u>
Botanical and common names	<ul style="list-style-type: none"> The Tree Diversity standards of the Landscape Design Manual Section 4 must be met for all non-woodland replacement trees used. No Prohibited Species listed on Table 11.b.(2)b may be used. 	Yes	Yes	1. <u>Please add the scientific name and cultivar for the hornbeam and elm.</u> 2. <u>Please specify substitutions for the following:</u> <ul style="list-style-type: none"> <u>Flowering Pear</u> <u>Austrian Pine</u> <u>Burning Bush</u> 3. <u>Colorado Blue Spruce is also not recommended as it experiences needle cast. We shall make these changes to comply with the requirements and suggestions.</u>
Type and amount of lawn		No lawn is indicated as most of the site is not changing.	TBD	<u>If a good deal of disturbance is proposed, please specify an appropriate ground cover for the disturbed areas. TBD</u>
Cost estimate (LDM 2.f)	For all new plantings, mulch and sod as listed on the plan	No	No	<u>Please add costs of new plantings, not replacement plantings, on Final Site Plans. We shall add the planting costs excluding the replacement plantings for the Final Site Plan</u>
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	No	No	1. <u>Please include all required details on Landscape Plan.</u> 2. <u>Standard City of Novi notes and details are available upon request. Will include the city notes on SP101</u>
Evergreen Tree		No	No	<u>Please add the detail Detail shall be added</u>
Multi-stem Tree		No	NA	
Shrub		No	No	<u>Please add the detail Detail shall be added</u>
Perennial/ Ground Cover		No	NA	

Tree stakes and guys. (Wood stakes, fabric guys)		No	No	Include on the plans <u>Detail per city planting standards shall be added</u>
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	No	No	1. Please include detail showing fence one foot outside of dripline. <u>Detail shall be added</u> 2. Show tree protection

Item	Required	Proposed	Meets Code	Comments
				fence lines for all trees to be saved in the area of work <u>Detail shall be added</u>
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	NA		
Plant Materials & Existing Plant Material (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	No trees are planned for removal		
Landscape tree credit (LDM3.b.(d))	<ul style="list-style-type: none"> 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		We are not proposing substitutions
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	Refer to Landscape Design Manual for requirements	On plant list	Yes	
Plant size credit (LDM3.c.(2))	NA	No		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	Flowering pears and burning bushes are invasive	No	Please substitute non-invasive species for these. We shall substitute the offending invasive species. All landscaping shown at the perimeter is being replace where missing to match original approved plan from original construction of the building
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	The overhead lines are shown along the south property line	Yes	Do not use Douglas fir or Austrian Pines beneath the wires. We will not

Collected or Transplanted trees (LDM 3.f)		None		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. 	No	No	<p>Include this information in planting details.</p> <p>We shall add the requested info on sheet SP101 which shows existing landscaping, the previous landscaping which has been removed from the north and south property lines shall be replaced per original approved landscaping plan from original construction as directed at our meeting</p>
<p>NOTES:</p> <ol style="list-style-type: none"> This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. The section of the applicable ordinance or standard is indicated in parenthesis. 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. 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. 				

Irrigation System Requirements

- Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
- The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
- The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.
- The RPZ must be installed a minimum of 12-inches above FINISHED grade.
- Attached is a handout that addresses winterization installation requirements to assist with this.
 - A plumbing permit is required. The assembly must be tested after installation with results recorded on the City of Novi test report form. **A plumbing permit shall be submitted as part of the construction document building department submittal.**

FIGURE 6-1

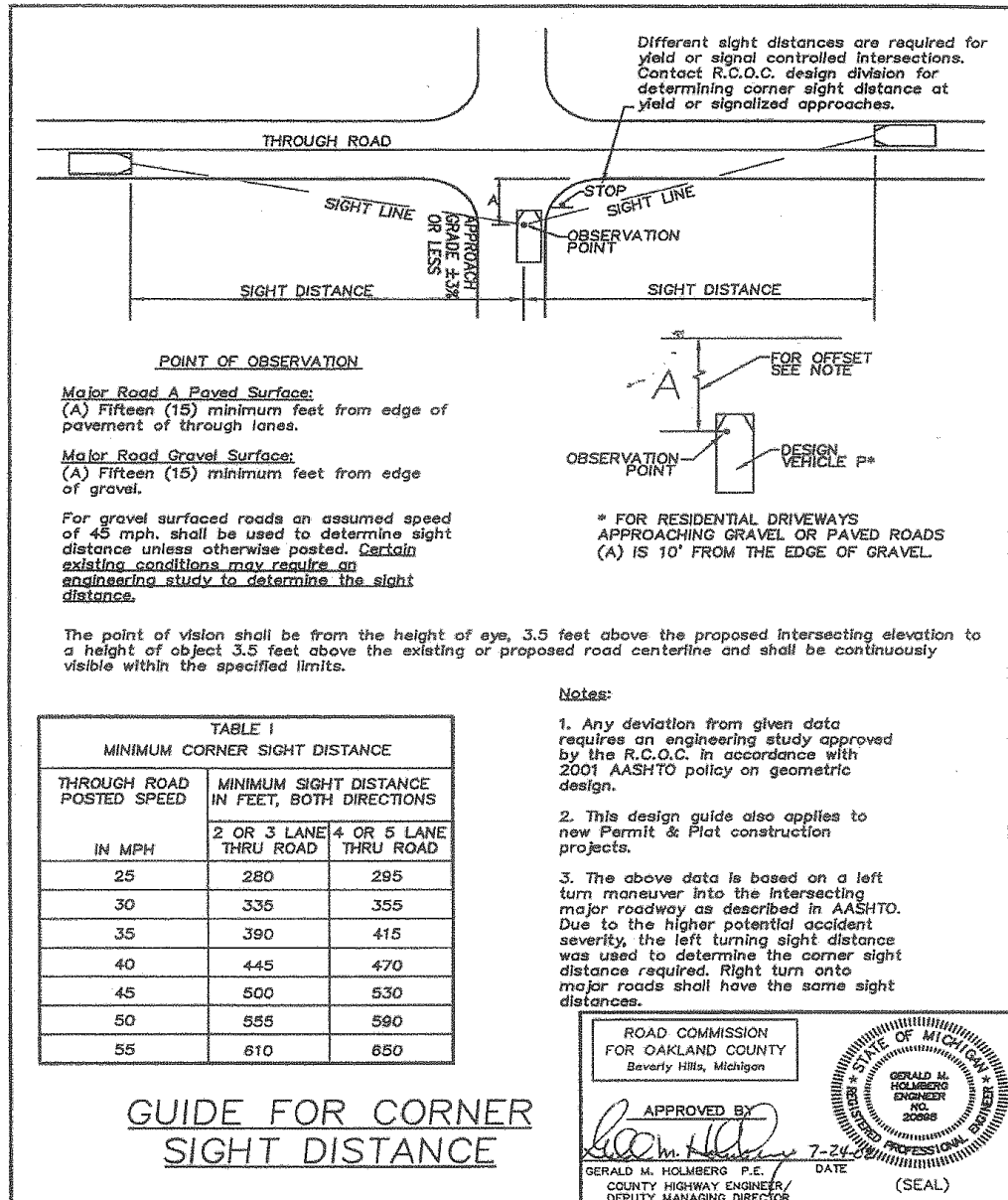


Table 7.c – Prohibited Plants Botanical Name	Common Name	Plant Type
<i>Acer negundo</i>	Boxelder	Deciduous Subcanopy Tree
<i>Acer platanoides</i>	Norway Maple	Deciduous Canopy Tree
<i>Acer saccharinum**</i>	Silver Maple	Deciduous Canopy Tree
<i>Ailanthus altissima</i>	Tree-Of-Heaven	Deciduous Canopy Tree
<i>Alnus glutinosa</i>	Black Alder	Deciduous Canopy Tree
<i>Berberis spp.</i>	Barberry	Small shrub
<i>Celastrus orbiculatus</i>	Round-Leaved Bittersweet	Vine
<i>Coronilla varia</i>	Crown Vetch	Perennial / Grass
<i>Echinochloa crus-galli</i>	Barnyard Grass	Perennial / Grass
<i>Elaeagnus umbellata</i>	Autumn Olive	Large Shrub
<i>Ginkgo biloba(female)</i>	Ginkgo (female)	Deciduous Canopy Tree
<i>Gypsophila paniculata</i>	Baby's Breath	Perennial / Grass
<i>Hypericum perforatum</i>	Common St. Johns-Wort	Small Shrub
<i>Iris pseudacorus</i>	Water Flag	Perennial / Grass
<i>Ligustrum spp.</i>	Privet	Small shrub
<i>Lonicera japonica</i>	Japanese Honeysuckle	Large Shrub
<i>Lonicera maackii</i>	Amur Honeysuckle	Large Shrub
<i>Lonicera tatarica</i>	Tartarian Honeysuckle	Large Shrub
<i>Lythrum salicaria</i>	Purple Loosestrife	Perennial / Grass
<i>Melilotus alba</i>	White Sweet Clover	Perennial / Grass
<i>Melilotus officinalis</i>	Yellow Sweet Clover	Perennial / Grass
<i>Morus alba</i>	White Mulberry	Deciduous Canopy Tree
<i>Polygonum persicaria</i>	Spotted Lady's Thumb	Perennial / Grass
<i>Populus alba</i>	White Poplar	Deciduous Canopy Tree
<i>Populus deltoides</i>	Eastern Cottonwood	Deciduous Canopy Tree
<i>Populus nigra</i>	Black Poplar	Deciduous Canopy Tree
<i>Populus tremuloides</i>	Quaking Aspen	Deciduous Canopy Tree
<i>Pyrus calleryana</i>	Flowering Pear	Deciduous Canopy Tree
<i>Rhamnus cathartica</i>	Common Buckthorn	Large Shrub
<i>Rhamnus frangula</i>	Glossy Buckthorn	Large Shrub
<i>Rhamnus frangula</i>	Narrow-Leaved Glossy	Large Shrub



June 26, 2025

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

Façade Review Status:

**Section 9 Waiver recommended,
contingent on approved sample board.**

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE

21420 Novi Rd., JSP25-17

Façade Region: 1, Zoning District: B-3

Dear Ms. McBeth:

The following Façade Review is based on the drawings prepared by RonandRoman Architects, dated 6/3/2025. This project consists of alterations to an existing façade as described Section 5.15.6 of the Façade Ordinance. The percentages of materials for each façade are shown on the table below. The maximum and minimum percentages required by the Façade Ordinance are shown in the right-hand column. Materials in non-compliance are highlighted. The sample Board required by Section 5.15.4.D was not provided. The sample board should be submitted prior to the Planning Commission meeting.

	West (Front)	North	South	East	Ordinance Maximum (Minimum)
Brick (existing)	23%	30%	7%	10%	100% (30% Min.)
EIFS	43%	25%	69%	50%	25%
Flat Metal Panels (Longboard, simulated wood)	34%	32%	16%	15%	50%
Awning (existing)	0%	3%	0%	0%	10%
Flat Metal (coolers)	0%	10%	6%	9%	50%
CMU (existing)	0%	0%	2%	16%	0%

As shown above, the minimum amount of Brick is not provided on the west, south and east facades and the amount of EIFS and CMU exceeds the maximum amount allowed on the south and east facades. In this case the Brick and CMU are a continuation of existing materials which is allowed by the Façade Ordinance. However, a Section 9 Waiver is required for the overage of EIFS. A Section 9 Waiver for the overage of EIFS is recommended contingent upon the following clarifications. **We shall be pursuing a material waiver**

1. Longboard is a high-quality simulated wood material that will justify the deviations in other materials. Samples should be provided to clarify the color and texture of this material. **We are submitting a sample board prior to the commission meeting**
2. If the existing Brick is to be painted, a sample of the proposed color should be provided to indicate compatibility with other façade colors. **The material and color sample board shall include all proposed materials and colors.**
3. Samples of the fabric awning should be provided to indicate compatibility with other façade colors. **Awning material shall be submitted on the materials and color board prior to the commission meeting**

Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time.
2. RTU Screening - It should be noted that all roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance. **Appropriate screening shall be provided where units may be visible. Our proposed increased height of the parapet wall accommodates the visibility from Novi Road, additional screening shall be provided as required per ordinance.**

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii O Figure IX.3	N/A	-	No changes proposed.
2	Driveway Width O Figure IX.3	N/A	-	No changes proposed.
3	Driveway Taper O Figure IX.11	N/A	-	No changes proposed.
3a	Taper length			
3b	Tangent			
4	Emergency Access O 11-194.a.19	N/A	-	No changes proposed.
5	Driveway sight distance O Figure VIII-E	N/A	-	No changes proposed.
6	Driveway spacing	N/A	-	No changes proposed.
6a	Same-side O 11.216.d.1.d			
6b	Opposite side O 11.216.d.1.e			
7	External coordination (Road agency)	N/A	-	No changes proposed.
8	External Sidewalk Master Plan & EDM	N/A	-	No changes proposed.
9	Sidewalk Ramps EDM 7.4 & R-28-K	N/A	-	No changes proposed.
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	54' x 10', loading outside of business hours	Met	
12	Trash receptacle ZO 5.4.4	N/A	-	No changes proposed.
13	Emergency Vehicle Access	N/A	-	No changes proposed.
14	Maneuvering Lane ZO 5.3.2	24'-5" and matching existing	Met	
15	End islands ZO 5.3.12			
15a	Adjacent to a travel way	None proposed	N/A	
15b	Internal to parking bays	Radius not dimensioned	Partially Met	Provide in future submittal. Shall be submitted in future submittal

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
16	Parking spaces ZO 5.2.12	103 proposed		See Planning review letter. The applicant indicated they are seeking a waiver for providing 2 spaces less than what is required. Correct
17	Adjacent parking spaces ZO 5.5.3.C.ii.p	>15 spaces in one parking bay	Not Met	The applicant indicated they are seeking a landscape waiver for the row of 16 spaces. Correct
18	Parking space length ZO 5.3.2	18' and matching existing	Met	19' is standard but verify with the City that 18' is grandfathered in to match existing length.
19	Parking space Width ZO 5.3.2	9'	Met	
20	Parking space front curb height ZO 5.3.2	6" where new curb is proposed	Partially Met	Provide curb detail in future submittal. Shall be submitted in future submittal
21	Accessible parking – number ADA	5 required, 5 proposed	Met	
22	Accessible parking – size ADA	N/A	-	No changes proposed.
23	Number of Van-accessible space ADA	1 required, 1 proposed	Met	
24	Bicycle parking			
24a	Requirement ZO 5.16.1	5 required, 6 proposed	Met	
24b	Location ZO 5.16.1	Indicated	Met	
24c	Clear path from Street ZO 5.16.1	Indicated	Met	
24d	Height of rack ZO 5.16.5.B	Not indicated	Not Met	Provide rack detail in future submittal. Shall be submitted in future submittal
24e	Other (Covered / Layout) ZO 5.16.1, Text Amendment 18.301	Indicated	Partially Met	Space between racks meets standard in Text Amendment 18.301, but 4' is required outside of racks and not 2' as proposed. We have revised and added the 4 feet to the bike rack parking area
25	Sidewalk – min 5' wide Master Plan	N/A	-	No changes proposed.
26	Sidewalk ramps EDM 7.4 & R-28-K	N/A	-	No changes proposed.
27	Sidewalk – distance back of curb EDM 7.4	N/A	-	
28	Cul-De-Sac O Figure VIII-F	N/A	-	

29	EyeBrow O Figure VIII-G	N/A	-	
30	Turnaround ZO 5.10	N/A	-	
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes MMUTCD	Not indicated, unclear if any existing signs are being retained.	Not Met	Provide sizes of proposed barrier free parking signs. Shall be submitted in future submittal
33	Signing table: quantities and sizes	Not indicated	Not Met	Provide table and indicate which parking space will have the additional "Van Accessible" R7-8p sign. Shall be submitted in future submittal
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Not indicated	Not Met	Provide note in future submittal. Shall be submitted in future submittal
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	N/A	-	
36	Sign bottom height of 7' from final grade MMUTCD	Not indicated	Not Met	Provide note in future submittal. Shall be submitted in future submittal
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign MMUTCD	Not indicated	Not Met	Provide note in future submittal. Shall be submitted in future submittal
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Not indicated	Not Met	Provide note in future submittal. Shall be submitted in future submittal
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Not indicated	Not Met	Provide note in future submittal. Shall be submitted in future submittal
40	Parking space striping notes	Parking lot is noted to be restriped	Not Met	Provide details (color and size) of all proposed pavement markings. All striping information including layout and stripe widths shall be added to the submittal meeting all City of Novi requirements
41	The international symbol for accessibility pavement markings ADA	Not indicated	Not Met	Provide detail in future submittal. Shall be submitted in future submittal
42	Crosswalk pavement marking detail	N/A	-	
43	Any Other Comments:			

We hope the responses to review items are answered satisfactorily and we look forward to providing the follow in resubmitting the affected documents. You shall be receiving the materials and color board along with the most crucial information requested at the beginning of the week.

Sincerely,

Roman Bonislowski, R.A.

Ron and Roman, Inc.

275 E. Frank St.

Birmingham, Mi 48009

248-202-3718

Cc: Mike Richardson

Glenn Kaplan

Charlie Ecker