



PLANNING COMMISSION

MINUTES

CITY OF NOVI

Regular Meeting

July 22nd, 2020 7:00 PM

Remote Meeting

45175 W. Ten Mile (248) 347-0475

In accordance with Executive Order 2020-154, this meeting was held remotely.

CALL TO ORDER

The meeting was called to order at 7:00 PM.

ROLL CALL

Present: Member Avdoulos, Member Dismondy, Member Ferrell, Member Gronachan, Member Lynch, Member Maday, Chair Pehrson

Absent: None

Staff: Barbara McBeth, City Planner; Lindsay Bell, Senior Planner; Madeleine Kopko, Planning Assistant; Rick Meader, Landscape Architect; Kate Richardson, Staff Engineer; Elizabeth Saarela, City Attorney; Pete Hill, City Environmental Consultant; Doug Necci, Façade Consultant

PLEDGE OF ALLEGIANCE

Chair Pehrson led the meeting attendees in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Gronachan and seconded by Member Maday.

AUDIENCE PARTICIPATION

No one in the audience wished to speak.

CORRESPONDENCE

There was no correspondence.

COMMITTEE REPORTS

There were no committee reports.

CITY PLANNER REPORT

City Planner McBeth said we have two new introductions to make tonight. First, there is a new Planning Commission member as you can see: David Dismondy. He was recently appointed by the City Council and I've had a chance to meet with him a couple times and try to bring him up to speed. We welcome him to the Planning Commission.

Member Dismondy said I live in in Novi with my wife and three little kids. For the last 15 years I've

been a commercial mortgage banker and currently we have an office in Midtown Detroit. With that background, Tony Anthony suggested that I volunteer my time and I want to help out any way I can.

City Planner McBeth said our second introduction he is our new Planner, Christian Carroll. He joined us on Monday and has been working hard ever since. He is a resident of White Lake Township and went to Grand Valley State University and earned his bachelor's degree. He most recently worked as a Planner in a community close to Lansing. We are happy he is with us and we can't wait to introduce you in person.

CONSENT AGENDA - REMOVALS AND APPROVALS

There were no items on the Consent Agenda.

PUBLIC HEARINGS

1. VIBE CREDIT UNION, JSP 20-14

Public hearing at the request of Vibe Credit Union, for Preliminary Site Plan, Wetland Permit, Woodland Permit, and Storm Water Management Plan approval. The subject property is located in Section 15, south of Twelve Mile Road and west of Cabaret Drive, and is zoned OST, Office Service Technology. The applicant is proposing to construct a new 3,684 square foot building with three drive-through lanes and associated site improvements.

Planner Bell said the subject property is in Section 15 on the south side of Twelve Mile Road, west of Cabaret Drive. The parcel is approximately 4.7 acres. The existing Vibe Credit Union headquarters is located directly east of the subject site. This property is proposed to be consolidated with that one. The parcel, along with those to the east, south and west, are zoned OST, Office Service Technology. Properties to the north across Twelve Mile are zoned Residential Acreage, and developed with the Liberty Park community. The Future Land Use Map indicates Office Research Development Technology for this and the surrounding parcels. North of Twelve Mile is planned for Multiple-family and single-family residential. There are regulated woodland areas present on the northern portion of the site, and also some regulated wetlands.

On the northern portion of the site, the applicant is proposing to construct a credit union branch of about 3,700 square feet, with three drive-through service lanes on the south side of the building. Approximately 2.7 acres of the southern portion of the site would be undisturbed. The site would have access to Twelve Mile Road via the existing Vibe headquarters driveway. The applicant has proposed 26 parking spaces which meet the minimum requirements. Storm water would be collected by a detention pond south of the building. The plan proposes impacts to a wetland and wetland buffer on the site, which requires a wetland permit and an authorization for encroachment into wetland setbacks. The total impact area is approximately 0.12 acres, which does not meet the threshold to require mitigation by the City. It appears a total of 29 city-regulated woodland trees are proposed for removal. These impacts would require 65 woodland replacement credits. The plan indicates 35.6 credits will be fulfilled through on-site plantings, with 29.4 credits to be paid into the Tree fund. Any woodland replacements to be planted on-site would be expected to be placed in a conservation easement to ensure their permanent preservation.

The Road Commission for Oakland County (RCOC) has been exploring options to improve Twelve Mile Road in the vicinity of the subject project. A final design for a 4-lane boulevard plan has been released that shows a break in the boulevard, with a "looon," or turning bump-out, on both the north side, near the subject property. It appears that the existing right-of-way is sufficient and the proposed road configuration will not have an impact on this property. The drive entrance appears to be designed the same as it is today.

Planner Bell continued to say the applicant has requested a Section 9 waiver for the east facade,

which does not meet the minimum brick requirement and proposes an overage of flat metal panels. Our façade consultant supports the waiver request as the deviations do not adversely affect the aesthetic quality of the facade. The applicant requests a waiver for the absence of a loading zone, which is permitted to be granted by the Planning Commission for Financial Institutions, given the sensitive nature of deliveries and pickups. A landscape waiver is also requested for the width of the crest and lack of undulations in the proposed greenbelt berm along the Twelve Mile Road frontage. These waivers are supported by staff. The applicant indicates they will comply with the outstanding comments.

The Planning Commission is asked tonight to hold the public hearing and approve or deny the Preliminary Site Plan, Wetland Permit, Woodland Permit and the Storm Water Management Plan. Representing the project on the call is the architect, Eric Salswedel, engineer Paul Tulikangas, and landscape architect George Ostrowski. Staff and consultants are also available to answer any questions as well.

Eric Salswedel, SDA Architects, said I wanted to briefly speak on the project in general. The credit union purchased this property adjacent to their current building and the purpose was to construct a new branch so that they could bring their new branding into a new stand-alone branch. They also plan to repurpose what is now the current branch space in the headquarters so they could use that as additional administration space. As Lindsay mentioned, they are in the process of combining both parcels so it will function as a single lot. In terms of the building itself, they have three brand new prototype branches in Southfield, Livonia, and Sterling Heights. With a new CEO on board, he wanted to make some minor changes to that prototype. Some of those changes include doing away with what they call the silo, it is a tapered cylindrical element on the building and they also plan to make minor changes on the interior as well.

On top of that, we had the requirement for brick in the City of Novi. The credit union wanted to introduce brick anyway because it is prevalent on their existing headquarters building. They want to appear to be a campus and have a campus type feel. Having said that we worked very diligently to introduce brick to a prototype and stay within the branding without bringing too much brick into it because the current brand is almost exclusively metal panels which you can currently see on the building. We do feel that we've met the intent of the Ordinance as we've exceeded the requirement for the brick on the other elevations. It's just the east where we fell a little short. We believe we've achieved a very comfortable balance between the current prototype that they want to bring to this branch and meeting the brick requirements. That's really all I wanted to say as an introduction and beyond that I am here to answer any questions you may have.

Chair Pehrson said this is a public hearing and if anyone would like to speak on the matter, you may do so now. Seeing no one wished to speak and no correspondence received, Chair Pehrson closed the public hearing and turned it over to the Planning Commission for their consideration.

Member Maday said I support this, but I wanted to run by a couple of things that stood out to me. I'm really happy that out of the 4.7 acres of property, 2.7 are going to remain undeveloped. It sounds like you're already on board to doing your best to try to prevent wetland impacts, so I'm glad to see that. With regards to the woodlands; 29 required replacement woodlands are required. I would say you're doing a good job keeping them on site and if at all possible keep as many trees as you can on the property. It looks like you are providing more than half of replacements on site, so I'm thrilled with that. It also looks like the lane issue with the Fire department was addressed. The loading zone issue is being dealt with and that's not going to be an issue. All in all I have no objections to this development.

Member Lynch said I wanted to thank the developer for working with staff to address all the issues

and the main one was the loading zone and the berm and I understand and support the staff recommendation. I think it's a good project. With that, I would make a motion.

Motion made by Member Lynch and seconded by Member Avdoulos.

In the matter of Vibe Credit Union, JSP 20-14, motion to approve the Preliminary Site Plan based on and subject to the following:

- a. Per section 5.4.5, a Planning Commission waiver for absence of loading zone, because, as a financial institution, the deliveries to the site are of a sensitive nature and must occur as near to the door as possible, which is hereby granted;
- b. Landscape waiver for a deficiency in the berm crest width (3 feet required, 2 feet proposed) and lack of undulations because the required 20 foot greenbelt does not allow space for such features, which is hereby granted;
- c. Section 9 Façade waiver for an underage of brick (30% required, 23% proposed) and an overage of Flat Metal Panels (50% allowed, 68% proposed) on the East elevation, because the proposed design does not adversely affect the aesthetic quality and meets the intent and purpose of the Ordinance, which is hereby granted; and
- d. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan.

Member Gronachan said I have no objections. I think it's a great project for such a unique piece of property. I think you utilized everything and did a great job. I welcome them and congratulate them on what they've done with this project and wish them well.

Member Ferrell said I agree with all the other members and I definitely support the request as well.

Member Dismondy said it looks like a great use for that narrow parcel.

Member Avdoulos said I concur with all the comments. I was wondering how that narrow parcel was going to be developed and it's nice to see that it's expanded from the existing parcel. When I first looked at the design, I thought this is kind of funky but it's understandable that they want to reflect their brand and I appreciate the modern aesthetic. I think Doug did a nice job reviewing all the materials so I think this is going to be a good addition on Twelve Mile Road. I am in support of this.

Chair Pehrson said I agree and have no other comments.

ROLL CALL VOTE TO APPROVE THE PRELIMINARY SITE PLAN OF PROJECT JSP 20-14 VIBE CREDIT UNION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS.

In the matter of Vibe Credit Union, JSP 20-14, motion to approve the Preliminary Site Plan based on and subject to the following:

- a. Per section 5.4.5, a Planning Commission waiver for absence of loading zone, because, as a financial institution, the deliveries to the site are of a sensitive nature and must occur as near to the door as possible, which is hereby granted;
- b. Landscape waiver for a deficiency in the berm crest width (3 feet required, 2 feet proposed) and lack of undulations because the required 20 foot greenbelt does not allow space for such features, which is hereby granted;
- c. Section 9 Façade waiver for an underage of brick (30% required, 23% proposed) and an overage of Flat Metal Panels (50% allowed, 68% proposed) on the East

elevation, because the proposed design does not adversely affect the aesthetic quality and meets the intent and purpose of the Ordinance, which is hereby granted; and

- d. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan.

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.

Motion carried 7-0.

Motion made by Member Lynch and seconded by Member Ferrell.

ROLL CALL VOTE TO APPROVE THE WETLAND PERMIT FOR PROJECT JSP 20-14 VIBE CREDIT UNION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER FERRELL.

In the matter of Vibe Credit Union, JSP 20-14, motion to approve the Wetland Permit based on the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan. This motion is made because the plan is otherwise in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.

Motion carried 7-0.

Motion made by Member Lynch and seconded by Member Gronachan.

ROLL CALL VOTE TO APPROVE THE WOODLAND PERMIT FOR PROJECT JSP 20-14 VIBE CREDIT UNION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GRONACHAN.

In the matter of Vibe Credit Union, JSP 20-14, motion to approve the Woodland Permit based on the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan. This motion is made because the plan is otherwise in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance. *Motion carried 7-0.*

Motion made by Member Lynch and seconded by Member Ferrell.

ROLL CALL VOTE TO APPROVE THE STORM WATER MANAGEMENT PLAN FOR PROJECT JSP 20-14 VIBE CREDIT UNION MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GRONACHAN.

In the matter of Vibe Credit Union, JSP 20-14, motion to approve the Stormwater Management Plan, subject to the findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and items listed in those letters being addressed on the Final Site Plan. This motion is made because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.

Motion carried 7-0.

MATTERS FOR CONSIDERATION

1. ELECTION OF OFFICERS AND APPOINTMENTS TO COMMITTEES

City Planner McBeth said usually one of the first meetings in July the Planning Commission elects new officers: the Chairperson, Vice Chairperson, and a Secretary for the coming year and also

makes appointments to the Planning Commission committees. I also just wanted to thank everybody on responding to the request for committees. We do have an updated spreadsheet in your packet that shows the requests everyone has made. Typically the election of officers comes first and there's a nomination for chairperson, a second, and a determination as to if anybody else wants to be nominated and the same is done for vice chair and secretary.

Chair Pehrson said okay we will open the floor.

Member Avdoulos nominated Chair Pehrson as Chairperson. Member Ferrell seconded the motion. Chair Pehrson accepted.

VOICE VOTE TO ELECT PEHRSON AS CHAIRPERSON OF THE PLANNING COMMISSION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER FERRELL.

Motion to elect Pehrson as Chairperson. Motion carried 7-0.

Chair Pehrson nominated Member Avdoulos as Vice Chair. Member Gronachan seconded the motion. Member Avdoulos accepted.

VOICE VOTE TO ELECT AVDOULOS AS VICE CHAIRPERSON OF THE PLANNING COMMISSION MADE BY CHAIR PEHRSON AND SECONDED BY MEMBER GRONACHAN.

Motion to elect Avdoulos as Vice Chairperson. Motion carried 7-0.

Member Avdoulos nominated Member Lynch as Secretary. Member Maday seconded the motion. Member Lynch accepted.

VOICE VOTE TO ELECT LYNCH AS SECRETARY OF THE PLANNING COMMISSION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER MADAY.

Motion to elect Lynch as Secretary. Motion carried 7-0.

City Planner McBeth said there is a sheet in the packet that indicates that just about everybody wanted to be on the same Committee that they served on for the prior year. The new Planning Commissioner Member Dismondy was willing to accept the spots that Tony Anthony had last year on the Planning Commission so it all seemed to work out. If it's acceptable I think you could vote with one vote unless you want to go through each one individually.

Chair Pehrson opened it up to the Planning Commission for discussion and seeing no one had comments he asked for the roll call.

ROLL CALL VOTE TO APPROVE THE PLANNING COMMISSION COMMITTEE APPOINTMENTS.

Motion to approve the Committee Appointments as noted on the committee selection sheet. Motion carried 7-0.

2. APPROVAL OF THE JUNE 24, 2020 PLANNING COMMISSION MINUTES.

Motion made by Member Lynch and seconded by Member Gronachan.

ROLL CALL VOTE TO APPROVE THE JUNE 24, 2020 PLANNING COMMISSION MEETING MINUTES MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GRONACHAN.

Motion to approve the June 24, 2020 Planning Commission Meeting Minutes. *Motion carried 7-0.*

SUPPLEMENTAL ISSUES

Member Gronachan said I have a question. We haven't had any Master Plan and Zoning Committee meetings lately and we were meeting pretty frequently. Is COVID a part of the reason?

City Planner McBeth said typically we would schedule those meetings when a developer comes in and requests that property be rezoned to something that is not consistent with the master plan. We really haven't had any new requests for this entire calendar year so far. We did just have a Walkable Novi Committee Meeting and that was held over Zoom and it was very productive. So if there is a need for one, we will schedule it. If the committee would like to schedule one just to talk and catch up we can do that as well. Right now, we didn't see the need for one.

AUDIENCE PARTICIPATION

Seeing no one wished to speak Chair Pehrson closed the audience participation.

ADJOURNMENT

Motion to adjourn made by Member Lynch and seconded by Member Gronachan

VOICE VOTE ON THE MOTION TO ADJOURN MADE BY MEMBER LYNCH AND SECONDED BY MEMBER GRONACHAN.

Motion to adjourn the July 22, 2020 Planning Commission meeting. *Motion carried 7-0.*

The meeting adjourned at 7:29 PM.