

# MEMORANDUM

**TO:** CITY OF NOVI PLANNING COMMISSION  
**FROM:** LINDSAY BELL, AICP, SENIOR PLANNER  
**THROUGH:** BARBARA MCBETH, AICP, CITY PLANNER  
**SUBJECT:** JSP 22-56 HOME2 SUITES: PRELIMINARY SITE PLAN EXTENSION  
**DATE:** JANUARY 17, 2025

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This one-year extension is being made on behalf of the applicant Novi Elite Hospitality, LLC. The applicant received Preliminary Site Plan approval for a 141-room, five story hotel on January 11, 2023. The subject property is currently vacant and approximately 3.05 acres. It is located in the Adell Center Development, south of I-96 and west of Novi Road, which is covered by a PRO Agreement and Town Center District zoning.

The Planning Commission originally held a public hearing and approved the Preliminary Site Plan and Stormwater Management Plan at the January 11, 2023, meeting.

Preliminary Site Plan approval is valid for two years. The applicant is requesting a one-year extension of their approvals, until January 11, 2026, as they needed additional time to get through the corporate approval process. The Zoning Ordinance allows for three, one-year extensions of Site Plan approvals.

At this time, the Planning staff is not aware of any changes to the ordinances, or surrounding land uses, which would affect the approval of the requested extension for one year. Approval of the extension of is recommended.

Following list of items that are attached to this memo:

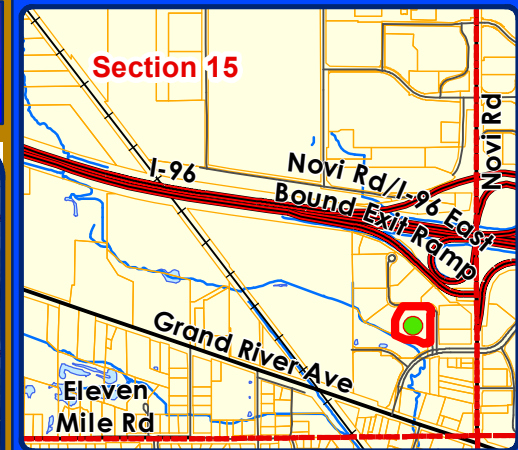
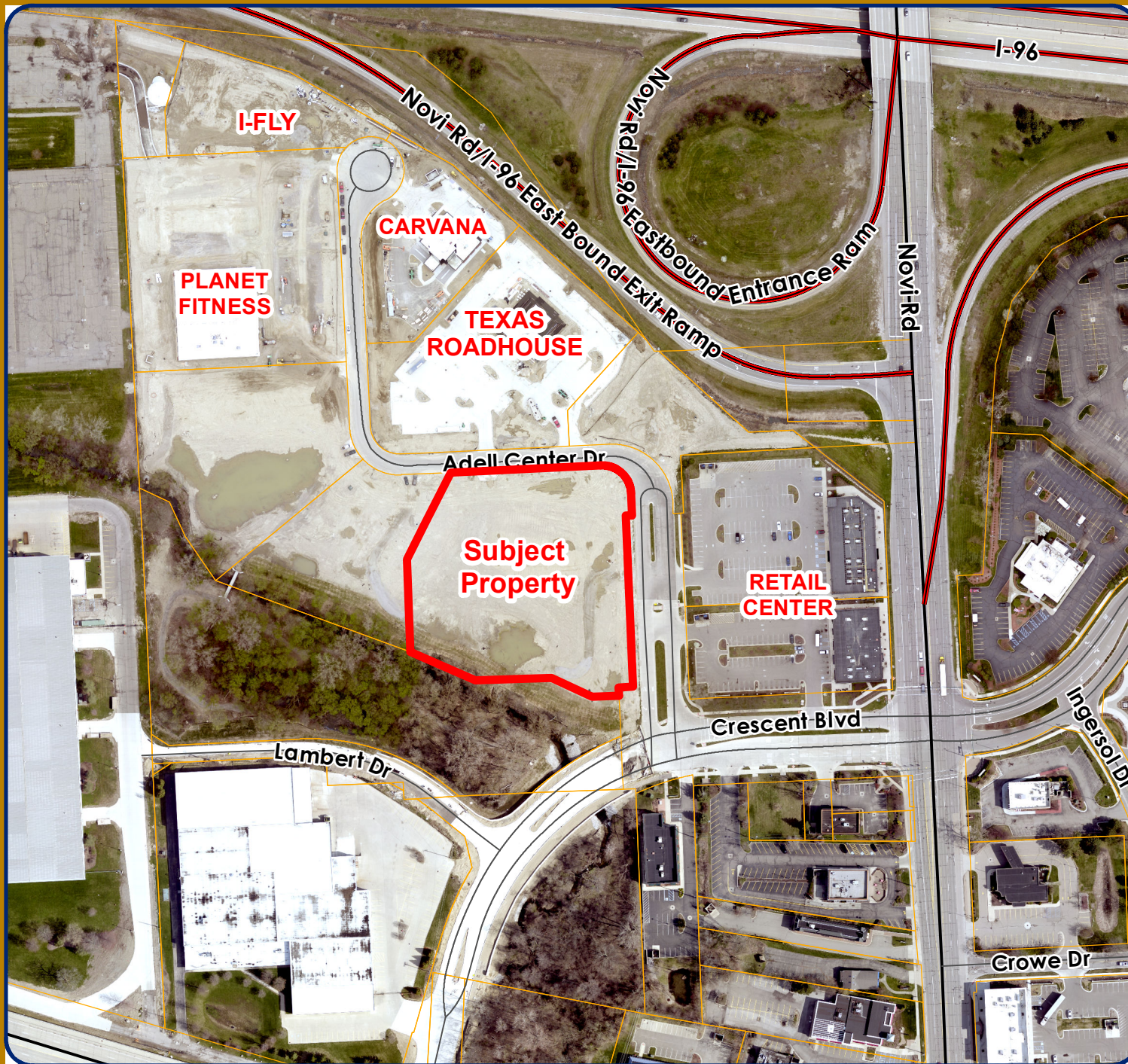
1. Letter of request for extension dated January 2, 2025 from Novi Elite Hospitality, LLC
2. A copy of the approved Preliminary Site Plan.
3. Minutes from January 2, 2025 Planning Commission meeting

# MAPS


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# JSP22-56 HOME 2 SUITES

## LOCATION



### LEGEND

 Subject Property



### City of Novi

Dept. of Community Development  
City Hall / Civic Center  
45175 W Ten Mile Rd  
Novi, MI 48375  
cityofnovi.org

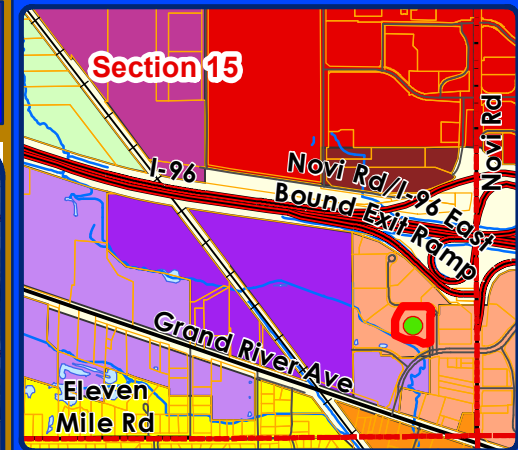
Map Author: Lindsay Bell  
Date: 12/28/22  
Project: HOME 2 SUITES  
Version #: 1



### 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.

# JSP22-56 HOME 2 SUITES ZONING



**LEGEND**


- R-A: Residential Acreage
- R-4: One-Family Residential District
- C: Conference District
- I-1: Light Industrial District
- I-2: General Industrial District
- OST: Office Service Technology
- RC: Regional Center District
- TC: Town Center District
- TC-1: Town Center -1 District
- Subject Property


**City of Novi**  
 Dept. of Community Development  
 City Hall / Civic Center  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

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Feet  
 0 55 110 220 330

1 inch = 250 feet

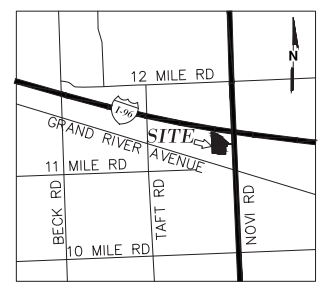


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**SITE PLAN AND ELEVATIONS**

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**TRIUMPH**  
 Triumph Engineering & Design, Inc.  
 10775 S. SAGINAW ST. SUITE D  
 GRAND BLANC, MI 48439  
 (PH) 810.584.7344 (F) 810.584.7342

PREPARED UNDER THE DIRECTION OF:  
 ANDREW ANDRE, P.E.  
 616-4702

APPLICANT:  
 NOVIL ESTATE REALTY, LLC  
 2600 ALBURN ROAD, SUITE 240  
 ALBURN HILLS, MI 48024  
 PH 248-411-5511  
 FX 248-323-4218

**SITE INFORMATION**  
 RE-ZONING: TOWN CENTER (TC)  
 UNIT DATA:  
 ADELL CENTER PRO - UNIT 5  
 SITE AREA = 3.0 ACRES (GROSS) = 130,680 S.F.

**BUILDING DATA:**  
 GROSS FLOOR AREA = 19,658 S.F.  
 BUILDING HEIGHT = 62'-0" HIGHEST PARAPET  
 PERMITTED HEIGHT = 5-STORIES OR 65-FEET  
 BUILDING/LOT COVERAGE = 19,658 / 130,680 = 15.0%

**OPERATIONAL DATA:**  
 NUMBER OF EMPLOYEES IN LARGEST SHIFT: 8  
 NUMBER OF EMPLOYEES TOTAL: 18 (3 SHIFTS)  
 TOTAL COST OF BUILDING & SITE IMPROVEMENTS: 8 MILLION  
 CONSTRUCTION JOBS: 100 (APPROXIMATELY)  
 TOTAL EMPLOYEES: 25 (APPROXIMATELY)

**LOADING ZONE:**  
 DEDICATED LOADING ZONE IS LOCATED IN THE REAR OF THE BUILDING. THERE IS NO RESTAURANT AND ONLY CONTINENTAL BREAKFAST IS SERVED. THEREFORE FOOD SERVICE DELIVERIES ARE ONLY REQUIRED ON A WEEKLY BASIS. LAUNDRY SERVICES ARE NEEDED ON A BI-WEEKLY BASIS. DELIVERY TIMES ARE COORDINATED WITH NON-PEAK HOURS. TYPICAL DELIVERY TRUCKS ARE "BOX TRUCKS" THAT ARE OF SIMILAR SIZE TO UPS TRUCKS AND CAN UTILIZE STANDARD PARKING SPACE. DEVIATION FROM SECTION 3.2.7.1H IS REQUESTED.

**PARKING DATA:**  
 REQUIRED: 2.85 SPACE PER ROOM + 1 SPACE PER EMPLOYEE IN LARGEST SHIFT  
 PROVIDED: 132 SPACES  
 NUMBER OF EMPLOYEES IN LARGEST SHIFT: 12  
 NUMBER OF EMPLOYEES IN OVERNIGHT SHIFT: 2  
 REQUIRED = (141 \* 0.85) + 12 = 132 SPACES

**PROVIDED:**  
 STANDARD SPACES = 127  
 BARRIER FREE SPACES = 5  
 TOTAL = 132 SPACES

**OPEN AREA:**  
 REQUIRED: 30 S.F. PER ROOM  
 PROVIDED: 141 \* 30 = 4230 S.F.  
 OPEN AREA = 531 + 522 = 1053 + 1633  
 OPEN AREA = 4254 S.F.

**BICYCLE PARKING DATA:**  
 REQUIRED = 4  
 PROVIDED = 6

**PAVEMENT INFORMATION**

	BITUMINOUS PAVEMENT
	CONCRETE PAVEMENT
	STAMPED CONCRETE PAVEMENT
	4" CONC ADJACENT TO 17' PARKING

CONCRETE CURB & GUTTER SHALL FOLLOW CITY OF NOVI DETAIL TD WITH "W" = 1'-0"

**PRIVATE PAVING QUANTITIES**

BITUMINOUS PAVEMENT	= 51,282 S.F.
CONCRETE WALK	= 6,533 S.F.
STAMPED CONCRETE	= 1,242 S.F.
4" CONCRETE CURB	= 1,026 L.F.
6" CONCRETE CURB	= 1,887 L.F.

QUANTITIES PROVIDED FOR APPROVAL/PURPOSES ONLY AND ACTUAL QUANTITIES ARE THE RESPONSIBILITY OF THE CONTRACTORS.

**LEGAL DESCRIPTION**

PROPERTY IN THE CITY OF NOVI, COUNTY OF OAKLAND AND STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:

UNIT NO. 5, ADELL CENTER, A CONDOMINIUM ACCORDING TO THE MASTER DEED RECORDED IN LIBER 52214, PAGE 376, OAKLAND COUNTY RECORDS, AND DESIGNATED AS OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NUMBER 2254, AND ANY AMENDMENTS THERETO, TOGETHER WITH RIGHTS IN THE GENERAL COMMON ELEMENTS AND THE LIMITED COMMON ELEMENTS AS SET FORTH IN AFORESAID MASTER DEED AND AS DESCRIBED IN ACT 59 OF PUBLIC ACTS OF MICHIGAN OF 1978, AS AMENDED.

PARCEL IDENTIFICATION NO: 22-15-478-005  
 S6625 ADELL CENTER DRIVE

- GENERAL NOTES**
- REFER TO ARCHITECTURAL PLANS TO VERIFY BUILDING DIMENSIONS.
  - IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
  - THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING 811 AT 1-800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
  - THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIAL. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
  - DIMENSIONS ARE TO FACE OF CURB, OUTSIDE FACE OF BUILDING, EDGE OF PAVEMENT, CENTER OF STRUCTURE OR OTHERWISE INDICATED.
  - ALL PAVING MATERIALS AND OPERATIONS SHALL BE IN CONFORMANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.
  - PARKING STALL SPACES TO BE 4" SOLID WHITE PAINT STRIPES. HANDICAP PARKING TO BE 4" SOLID BLUE PAINT STRIPES W/ BARRIER FREE STRIPING OF 4" SOLID BLUE @ 2' O.C. ON 45° ANGLE.
  - FROM REVIEW OF THE CITY OF NOVI WOODLAND MAP, IT DOES NOT APPEAR THAT REGULATED WOODLANDS EXIST ON THE SITE.
  - FROM REVIEW OF THE CITY OF NOVI WETLANDS MAP, IT DOES APPEAR THAT REGULATED WETLANDS EXIST ON THE SITE.
  - ALL WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 35 TONS ARE TO BE PROVIDED FOR FIRE APPARATUS PRIOR TO CONSTRUCTION OF FOUNDATION.
  - THE BUILDING ADDRESS SHALL BE POSTED FACING THE STREET THROUGHOUT CONSTRUCTION. THE ADDRESS SHALL BE AT LEAST 3 INCHES HIGH ON A CONTRASTING BACKGROUND.
  - ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
  - A CITY OF NOVI RIGHT-OF-WAY PERMIT IS REQUIRED FOR WORK WITHIN ANY PUBLIC ROAD RIGHT-OF-WAY AND/OR CITY EASEMENT.
  - DETECTABLE WARNING PLATES ARE REQUIRED AT ALL BARRIER FREE RAMPS, HAZARDOUS VEHICULAR CROSSINGS AND OTHER AREAS WHERE THE SIDEWALK FLUSH WITH THE ADJACENT DRIVE OR PARKING PAVEMENT. BARRIER-FREE RAMPS SHALL COMPLY WITH CURRENT MODOT SPECIFICATIONS FOR ADA SIGNAGE. CONTRACTOR SHALL PROVIDE THE MOST CURRENT APPROVED MODOT DETECTABLE SURFACES.
  - WHERE A STANDARD SPACE IS ADJUNCT TO AN ACCESSIBLE SPACE, ALBUINO BLUE AND WHITE STRIPES SHALL BE INSTALLED.

- CITY OF NOVI SIGNAGE NOTES**
- SINGLE SIGNS WITH NOMINAL DIMENSIONS OF 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 2LB U-CHEMEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSIONS GREATER THAN 12"x18" SHALL BE MOUNTED ON A GALVANIZED 3LB OR GREATER U-CHEMEL POST AS DICTATED BY THE WEIGHT OF THE PROPOSED SIGNS.
  - THE SIGN SHALL BE MOUNTED 7-FEET FROM FINAL GRADE FOR ALL SIGNS INSTALLED.
  - ALL SIGNAGE SHALL BE PLACED 2-FEET FROM THE FACE OF THE CURB OR EDGE OF THE NEAREST SIDEWALK TO THE NEAR EDGE OF THE SIGN.
  - TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
  - TRAFFIC CONTROL SIGNS SHALL HAVE HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.

**TRAFFIC CONTROL SIGN TABLE**

DESCRIPTION	MOUNTED	QUANTITY	SIZE
HANDICAP	R7-B	5	12x18
HANDICAP (VAN)	R7-BP	2	18x9
STOP SIGN	R1-1	2	30x30

NOTES:  
 1. TRAFFIC SIGNAGE SHALL COMPLY WITH THE CURRENT MOUNTED STANDARDS.  
 2. A R7-B SHALL ALWAYS BE PLACED WITH THE R7-BP SIGN.

**HOME2**  
 ADELL CENTER - 28625 ADELL CENTER DRIVE  
 CITY OF NOVI, OAKLAND COUNTY, MICHIGAN



ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE. DATE OF DECLASSIFICATION: N/A

ISSUED FOR	DATE
PRE-APPLICATION	5/19/20
FINAL SPA	5/29/20
FINAL SPA	1/10/22

DATE:	
DRAWN:	ACA
CHECKED:	ACA
SCALE:	1/8" = 1'-0"
JOB NO.:	30-19-193
SHEET TITLE:	SITE LAYOUT AND PAVING PLAN
SHEET	

**811**  
 Know what's below.  
 Call before you dig.

SCALE: 1" = 30'

**C3.0**

THE LOCATION OF ALL UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE BASED ON RECORDS PROVIDED BY THE UTILITY OWNERS AND VISUAL EVIDENCE OBTAINED IN THE FIELD. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED TO THE COMPLETENESS OR ACCURACY THEREOF.



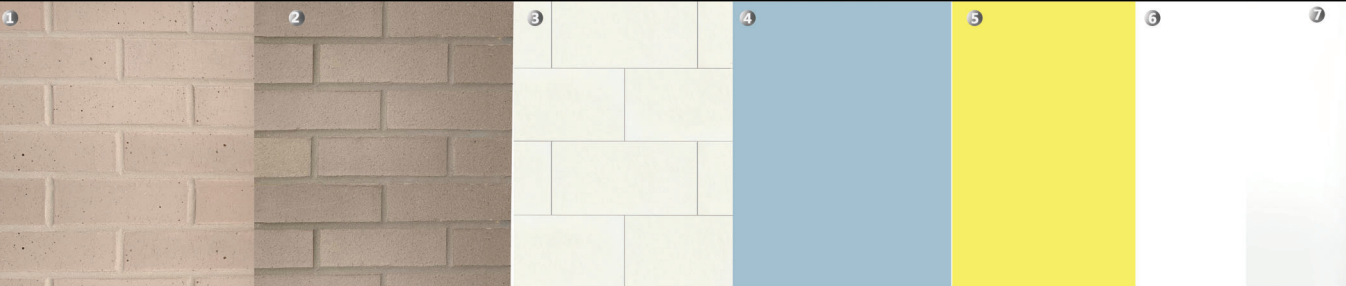
**EAST ELEVATION**

**NORTH ELEVATION**



**WEST ELEVATION**

**SOUTH ELEVATION**



- 1 BRICK - 1 DOVE GREY SMOOTH MODULAR BRICK WITH MATCHING GROUT
- 2 BRICK - 2 CHARCOAL SMOOTH MODULAR BRICK WITH MATCHING GROUT
- 3 STONE - 1 WHITE SMOOTH CAST STONE MASONRY UNIT
- 4 FCB -1 FIBER CEMENT BOARD - BENJAMIN MOORE 838 DENIM WASH
- 5 FCB -2 FIBER CEMENT BOARD - BENJAMIN MOORE 398 FLOWER POWER
- 6 STEEL - 1 PAINTED STEEL - BENJAMIN MOORE WHITE DOVE OC-17
- 7 GLASS - 1 TRANSLUCENT WHITE GLASS

**APPLICANT REQUEST FOR EXTENSION**

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**NOVI ELITE HOSPITALITY, LLC  
985 W. ENTRANCE DRIVE  
AUBURN HILLS, MI 48326**

January 2, 2025

Lindsay Bell, AICP  
City of Novi  
45175 Ten Mile Road  
Novi, MI 48375  
VIA EMAIL: [lbell@cityofnovi.org](mailto:lbell@cityofnovi.org)

***RE: JSP22-56 Home2 Suites @ Adell Center***

In accordance with Article 6.1.7.F. of the City of Novi Zoning Ordinance, Novi Elite Hospitality, LLC is requesting a 1-year extension of the Preliminary Site Plan approval that was granted by the Planning Commission on January 11, 2023 and is set to expire on January 11, 2025. Over the course of time since the original approval, Hilton has modified its Home 2 prototype and changes were required to be made to the architectural drawings. Hilton has an approval process for all of its developments, including without limitation the drawings. This approval process can be cumbersome and requires significant effort and time. Upon approval of the revised drawings by Hilton, the drawings were submitted to the City for approval. As of the date hereof, the drawings have not been approved. Upon approval and building permits being issued, construction will commence.

We appreciate your consideration with this request and look forward to continuing being a company citizen within the City of Novi.

Sincerely,  
NOVI ELITE HOSPITALITY, LLC

  
By: Joel Gono  
Its: Authorized Agent

**PLANNING COMMISSION MINUTES – EXCERPT  
JANUARY 11, 2023**

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**PLANNING COMMISSION**  
**MINUTES**  
CITY OF NOVI  
Regular Meeting  
**January 11, 2023 7:00 PM**  
Council Chambers | Novi Civic Center  
45175 W. Ten Mile (248) 347-0475

**CALL TO ORDER**

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

**ROLL CALL**

Present: Member Avdoulos, Member Becker, Member Dismondy, Member Lynch, Chair Pehrson, Member Roney, Member Verma

Staff: Barbara McBeth, City Planner; Beth Saarela, City Attorney; Lindsay Bell, Senior Planner; Rick Meader, Landscape Architect, Adam Chludzinski, Plan Review Engineer

**PLEDGE OF ALLEGIANCE**

Member Lynch led the meeting attendees in the recitation of the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Motion made by Member Lynch and seconded by Member Verma.

**VOICE VOTE TO APPROVE THE JANUARY 11, 2023 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER VERMA.**

***Motion to approve the January 11, 2023 Planning Commission Agenda. Motion carried 7-0.***

**AUDIENCE PARTICIPATION**

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing that nobody wished to participate, Chair Pehrson closed the first public participation.

**CORRESPONDENCE**

There was not any correspondence.

**COMMITTEE REPORTS**

City Planner McBeth announced the next Master Plan meeting will be on Thursday, January 26, 2023.

**CITY PLANNER REPORT**

City Planner McBeth had nothing to report.

**CONSENT AGENDA - REMOVALS AND APPROVALS**

There were not any consent agenda items.

requirement, as the intent of the ordinance is achieved and plantings closer to the deck would suffer when snow is plowed from the roof, which is hereby granted.

- c. Approval of variances to be requested from the Zoning Board of Appeals as follows:
  - i. Building height of the parking garage exceeds the 35 foot limit (42 feet proposed).
  - ii. Athletic field light poles exceeds the 35-foot limit (80 feet proposed).
  - iii. Lack of end islands within the parking garage structure.
- d. 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.

**ROLL CALL VOTE TO APPROVE THE PRELIMINARY SITE PLAN AND PHASING PLAN FOR JSP22-37 CATHOLIC CENTRAL NORTH CAMPUS MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the Preliminary Site Plan and Phasing Plan for JSP22-37 Catholic Central North Campus. Motion carried 7-0.**

Motion made by Member Avdoulos and seconded by Member Lynch.

**In the matter of Catholic Central North Campus JSP22-37, motion to approve the Woodland Permit based on and 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.**

**ROLL CALL VOTE TO APPROVE THE WOODLAND PERMIT FOR JSP22-37 CATHOLIC CENTRAL NORTH CAMPUS MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the Woodland Permit for JSP22-37 Catholic Central North Campus. Motion carried 7-0.**

Motion made by Member Avdoulos and seconded by Member Lynch.

**In the matter of Catholic Central North Campus JSP22-37, motion to approve the Stormwater Management Plan, based on and 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.**

**ROLL CALL VOTE TO APPROVE THE STORMWATER MANAGEMENT PLAN FOR JSP22-37 CATHOLIC CENTRAL NORTH CAMPUS MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the Stormwater Management for JSP22-37 Catholic Central North Campus. Motion carried 7-0.**

**MATTERS FOR CONSIDERATION**

**1. HOME 2 SUITES AT ADELL CENTER JSP22-56**

Consideration at the request of Novi Elite Hospitality, LLC for Planning Commission's approval of Preliminary Site Plan and Storm Water Management plan. The applicant is proposing a 5-story hotel with 141 rooms on Unit 5 of the Adell Center Development located north of Grand River Avenue and west of Novi Road. The site plan proposes associated parking and other site improvements. The subject property zoned TC Town Center is part of the Planned Rezoning Overlay (PRO) for Adell Center.

Senior Planner Bell stated the subject parcel is known as Unit 5 of the Adell Center Development. This is the sixth development, out of the nine units, that has come before the Planning Commission for site plan approval.

Adell Center is located on the south side of the I-96 exit ramp and west of Novi Road. This unit is located south and west of Adell Center Drive and is just over 3 acres in size. It is zoned Town Center with a PRO, with the same on all sides. There is a regulated wetland south of the parcel, but the limits of disturbance for this project are outside of the wetland buffer area. No impacts are being proposed. There are no regulated trees on the site.

The applicant is proposing a 5-story hotel with 141 rooms. The site plan also proposes associated parking and other site improvements.

The PRO Agreement was approved by City Council at their October 22, 2018 meeting. An amendment to the PRO Agreement was approved on June 17, 2019. This project is subject to conditions of the PRO Agreement and any amendments. The original approval and the amendment noted that certain deviations from the Ordinance requirements that can be approved by the Planning Commission.

One requested waiver is to allow a reduction of loading zone area. The applicant states that their typical delivery trucks are 'box' trucks, and a regular parking space is sufficient. They have indicated a 17-foot by 12-foot loading area at the rear of the building. Deliveries are anticipated once per week for convenience-type foods and twice per week for laundry.

The second item is a landscaping waiver for 17-consecutive parking spaces without a landscaped island. There is an island, but since it has a 6-foot sidewalk that connects pedestrians to the building there is not room to plant a canopy tree. The applicant's response letter indicates they will widen this island, so we anticipate there will at least be space to plant bushes there. A third waiver would allow some of the building foundation landscaping to be located away from the building. This is supported by staff because the alternate location is in close proximity to the entrance and meets the intent of the ordinance.

All reviews are recommending approval of the Preliminary Site Plan with remaining comments to be addressed with a revised final site plan. The Planning Commission is asked tonight to consider the Preliminary site plan and storm water management plan.

Engineer Andy Andre is representing the project and staff is here to answer any questions.

Chair Pehrson invited the applicant to address the Planning Commission.

Andy Andre, on behalf of the applicant Novi Elite Hospitality, relayed this project was considered pre-pandemic. The plan is essentially the same as proposed a couple of years ago with some enhancements and the applicant has no issues with any of the Staff or consultant comments. This is a Home2 Suites hotel, an extended stay version hotel, meaning there are amenities that come with the rooms such as kitchenettes. There has been more of a demand coming out of the pandemic for this type of accommodation that brings these amenities into the room. Regarding the loading waiver, there is not a full-service restaurant at the hotel, just a continental breakfast, so similar to their other hotels there is a once per week delivery of food and a twice per week delivery of laundry. These deliveries typically are scheduled at off peak times.

Mr. Andre relayed the applicant has tried to address all the Staff and consultant items and feels very comfortable with the Preliminary Site Plan and conveyed any remaining requirements will be very manageable. The façade has very durable materials and all façade requirements were met. Mr. Andre is happy to answer any questions the Planning Commission may have.

Chair Pehrson thanked Mr. Andre and turned the matter over to the Planning Commission for consideration.

Member Lynch relayed it looks like a great project and remembers the previous submission. One thing that stands out is the fire department concern. Mr. Andre stated three hydrants are located on the property and another on Adell Center Drive and felt that coverage was adequate when they made

the submission. The applicant has no issue with adding a fourth hydrant, which would provide one on each corner of the building.

Member Becker had no comments.

Member Dismondy had no comments.

Member Verma had no comments.

Member Roney stated that it looks like a nice project.

Member Avdoulos inquired about the location of the deliveries as he did not see a floor plan. Mr. Andre indicated that there is a rear access and noted where it is located on the rear elevation. This entrance is adjacent a corridor for interior access. Member Avdoulos relayed he has no additional comments and appreciates the applicant coming before the City.

Motion made by Member Avdoulos and seconded by Member Lynch.

**In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to approve the Preliminary Site Plan based on and subject to the following:**

- 1. The following items are subject to Planning Commission's approval at the time of Preliminary Site Plan approval, as noted in the PRO agreement:**
  - a. Landscape waiver from Section 5.5.3.D. to allow some of the building foundation landscaping to be located away from the building foundation, because the alternate location is still located in close proximity to the building entrance, which is hereby granted.**
  - b. Landscape waiver from Section 5.5.3.C. to allow a total of 17 parking spaces without a landscaped island, as the island provided contains the main pedestrian sidewalk into the site leaving no room for a tree, which is hereby granted.**
  - c. Planning waiver to allow for reduction of minimum required loading area (approximately 2,490 sf required, 204 sf provided) based on the largest truck information the applicant has provided, which is hereby granted.**
- 2. 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;**
- 3. At the time of final site plan review hydrant spacing shall comply with the Fire safety requirements.**
- 4. Compliance with the terms and conditions of the Adell Center PRO Agreement, as amended.**

**ROLL CALL VOTE TO APPROVE THE PRELIMINARY SITE PLAN FOR JSP22-56 HOME2 SUITES MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the Preliminary Site Plan for JSP22-56 Home2 Suites. Motion carried 7-0.**

Motion made by Member Avdoulos and seconded by Member Lynch.

**In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to approve the Stormwater Management Plan based on and 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.**

**ROLL CALL VOTE TO APPROVE THE STORMWATER MANAGEMENT PLAN FOR JSP22-56 HOME2 SUITES MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the Stormwater Management Plan for JSP22-56 Home2 Suites. Motion carried 7-0.**



## QUICK PASS CAR WASH JSP24-13

### JSP24-13 QUICK PASS CAR WASH

Resume the Public Hearing at the request of Novi Road Management, LLC for Preliminary Site Plan, Woodland Permit, and Stormwater Management Plan approval to build a Quick Pass Car Wash.

### Required Action

Approve or Deny the Preliminary Site Plan, Woodland Permit, and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	11.13.24	<b>ZBA variances:</b> <ul style="list-style-type: none"> <li>· <b>Overhead door facing a major thoroughfare.</b></li> <li>· <b>Lack of separate 18-foot bypass lane.</b></li> </ul> Items to be addressed at Final Site Plan submittal.
Engineering	Approval Recommended	11.13.24	Items to be addressed at Final Site Plan submittal.
Landscape	Approval Recommended	11.4.24	Items to be addressed at Final Site Plan submittal.
Woodland/ Wetland	Approval Recommended	11.4.24	<ul style="list-style-type: none"> <li>· <b>A Woodland Permit is required for the removal of 3 regulated trees, requiring 6 replacement trees.</b></li> <li>· <b>Wetland boundaries must be flagged at time of Final Site Plan submittal</b></li> </ul>
Traffic	Approval Recommended	11.6.24	<ul style="list-style-type: none"> <li>· <b>Waiver for same-side and opposite-side driveway spacing</b></li> </ul> Items to be addressed at Final Site Plan submittal
Fire	Conditional Approval Recommended	07.10.24	Items to be addressed at Final Site Plan submittal
Façade	Approval Recommended	2.4.25	<ul style="list-style-type: none"> <li>· <b>The design is now in full compliance with the Façade Ordinance</b></li> </ul>

**MOTION SHEET:**

**Approval – Preliminary Site Plan**

In the matter of Quick Pass Car Wash JSP24-13, motion to approve the Preliminary Site Plan based on and subject to the following:

- a. ZBA granting the variance for an overhead door facing a major thoroughfare.
- b. ZBA granting the variance for deficiency of drive-through by-pass lane.
- c. Traffic waiver from Code of Ordinances, Section 11.216.d.1.d for same-side driveway spacing along Novi Road (129 feet proposed, 230 feet required).
- d. Traffic waiver from Code of Ordinances, Section 11.216.d.1.e for opposite-side driveway spacing along Novi Road (24 feet and 86.4 feet proposed, 150 feet (downstream) and 200 feet (upstream) required).
- e. Wetland boundaries shall be flagged on the site prior to Final Site Plan submittal, and must remain flagged throughout the duration of the project in accordance with Chapter 12 of the Code of Ordinances.
- f. 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;
- g. (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.)*

**- AND -**

**Approval – Woodland Permit**

In the matter of Quick Pass Car Wash JSP24-13, motion to approve the Woodland Permit based on and subject to the following:

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

*(This motion is made because the plan is otherwise in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**- AND -**

**Approval – Stormwater Management Plan**

In the matter Quick Pass Car Wash JSP24-13, motion to approve the Stormwater Management Plan based on and subject to the following:

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

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

**- OR -**



**Denial – Preliminary Site Plan**

In the matter of Quick Pass Car Wash JSP24-13, motion to deny the Preliminary Site Plan...

*(Insert any reasons here ... because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

**Denial – Woodland Permit**

In the matter of Quick Pass Car Wash JSP24-13, motion to deny the Woodland Permit... *(because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**- AND -**

**Denial – Stormwater Management Plan**

In the matter of Quick Pass Car Wash JSP24-13, motion to deny the Stormwater Management Plan... *(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*