



**SUBJECT**

Consideration of the request of HHT Devco, LLC for Preliminary Site Plan Phase 3 approval for modifications to allow a new driveway entrance on Donelson Drive at the existing Twelve Mile Crossing at Fountain Walk shopping center. The property is located west of Novi Road between I-96 and Twelve Mile Road in Section 15 in the RC, Regional Center District. The plan adds an entrance from Donelson Drive, modifies the parking lot and landscaping, adds three entrance structures and provides a pedestrian connection to Donelson Drive.

**SUBMITTING DEPARTMENT:** Community Development, Planning <sup>Burb</sup>

**CITY MANAGER APPROVAL:** 

**BACKGROUND INFORMATION:**

The Community Development Department has had a number of meetings with the representatives of the Fountain Walk development to discuss the vision the new owners have for the center, and possible modifications to the site plan, which was initially approved in by the City Council in 1999. On July 10, 2006, the applicant received Preliminary Site Plan approval from the City Council for the first two phases of redevelopment. This included the reconfiguration of walkways, adding driveways between the buildings and the demolition of 48,000 square feet of building area.

The Preliminary Site Plan for Phase 3 (SP07-12) includes a proposed driveway entrance to Donelson Drive at West Oaks Drive on the east side of the Fountain Walk development site, utilizing the existing signalized intersection, with necessary modifications to that signal. A new boulevard island is proposed near the intersection that will include three illuminated slate and glass entrance structures. The plan also shows a redesigned parking lot in this area with a net reduction of 133 parking spaces, and an additional landscaped area with trees and plants with two new retaining walls, as well as a sidewalk to Donelson Drive. No new or modified buildings are proposed at this time. Staff supports this proposal since it generally complies with the City's ordinances and is aesthetically pleasing, while providing easier access to the site and allowing the development to remain in compliance with the ordinance requirements for the total number of parking spaces. On May 9, 2007, the Preliminary Site Plan received a favorable recommendation from the Planning Commission subject to several conditions.

The applicant has indicated that the investments shown in Phase 3 are crucial to opening the center to improved visibility and traffic access to and from Novi Road to the east and will complement the improvements provided in first two phases completed in the last year. Although there is a significant change in grade at the location chosen for the new driveway, the existing traffic signal will facilitate traffic circulation to the site and throughout the immediate area while the new landscaped areas will soften the effect and provide an attractive transition in grade. The applicant has indicated that the beautification efforts and decorative monuments proposed at this entrance will lay the groundwork for the next phases of redevelopment.

The applicant is asking the City Council for Preliminary Site Plan approval and to make favorable findings to support the requested waivers. The applicant has agreed to make all of the changes recommended in the Staff and Consultant review letters, as incorporated in the Planning Commission's recommended conditions. The applicant responded to the comments made at the Planning Commission meeting with a conceptual sketch that accomplishes the following:

- Reconfigures the intersection to provide an additional traffic lane to facilitate left turns out of the site,
- Realigns the entrance drive lanes to reduce left turn conflicts and

- Relocates the proposed entrance drive island further west onto the site to remove the entrance structures from the required 100 foot setback.

Please see attached small version of modified entranceway design. The City's Traffic Consultant and Staff have reviewed this modified proposal and recommend approval of the changes.

The applicant is asking the City Council to waive the required sidewalk along the east side of the development for 350 feet of the Donelson Drive frontage. Staff supports this waiver since the applicant agreed to modify the proposed sidewalk leading into the site so that it will connect to the existing sidewalk east of Donelson Drive in the West Oaks Shopping Center with an appropriate set of crosswalks (see attached small version of modified entranceway design).

The site plan also includes three, eleven foot tall stone and illuminated glass cube entrance structures. The monument type structures are proposed to be constructed primarily of a "cut slate veneer", with a limestone cap, topped with the frosted glass cubes. The applicant is requesting a Section 9 waiver to permit the façade of the bottom four feet of the structures to be faced with slate in excess of the ordinance maximum of the 50% that is allowed. A waiver of the 90 degree cutoff lighting fixture requirement for the 7 foot tall illuminated glass component of this art work is also requested. Staff supports these waivers since the level of illumination will be low and the features provide an interesting artistic component to the site. See attached photo of a similar glass monument used outside the Museum of Modern Art in New York.

The applicant is also requesting landscape waivers to eliminate the requirement for a landscape berm and street trees adjacent to Donelson Drive right-of-way. Staff supports the landscape screen waiver because the parking lot is 7 to 8 feet higher than Donelson Drive, additional plant material will be added to the landscaping and the new retaining walls will adequately screen the parking lot. Staff also supports a waiver of the street tree requirement to maintain room for any possible future pathway and that the required trees will be relocated along the entrance drive.

**RECOMMENDED ACTION:**

Approval of the request of HHT Devco, LLC for Preliminary Site Plan Phase 3 approval for modifications to allow a new driveway entrance on Donelson Drive at the existing Twelve Mile Crossing at Fountain Walk shopping center subject to the conditions as listed in the staff and consultant review letters, and specifically for the following waivers:

- A waiver of the required sidewalk along the east side of the site, with the installation of the sidewalk connections as shown on the modified plan.
- A Section 9 waiver of the building materials on the entranceway monuments, and the associated waiver of the full cut-off lighting fixture requirement for the illuminated cubes.
- A landscaping waiver of the required landscape berm and street trees along Donelson Drive, with the use of the proposed landscaping and retaining walls as an appropriate substitute.

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Gatt				
Council Member Margolis				

	1	2	Y	N
Council Member Mutch				
Council Member Nagy				
Council Member Paul				

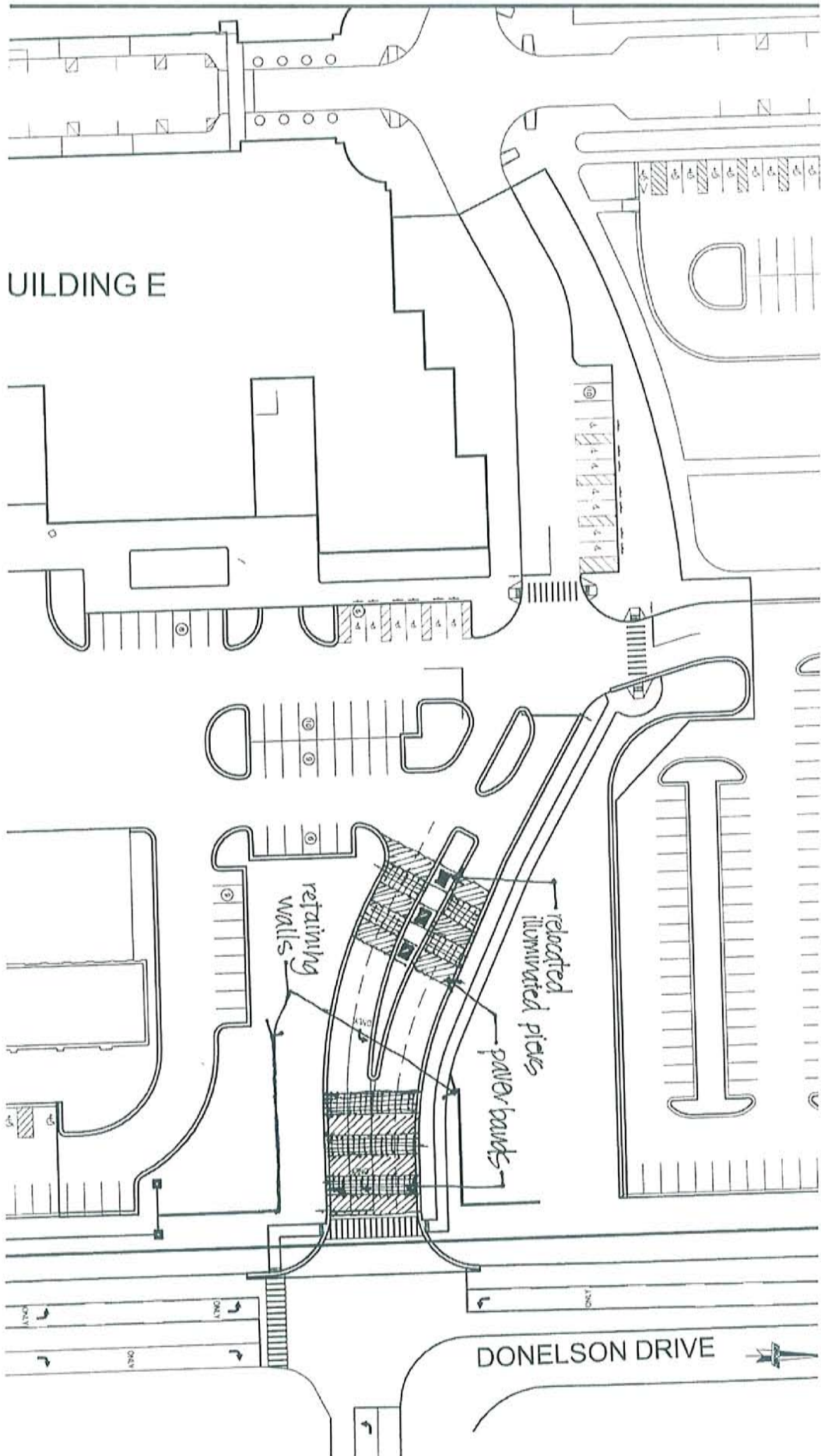
**INTERSECTION DESIGN  
MODIFIED AFTER THE  
PLANNING COMMISSION MEETING  
TO ADDRESS CONCERNS**

MODIFIED AFTER THE  
PLANNING COMMISSION MEETING



Donelson Drive

BUILDING E





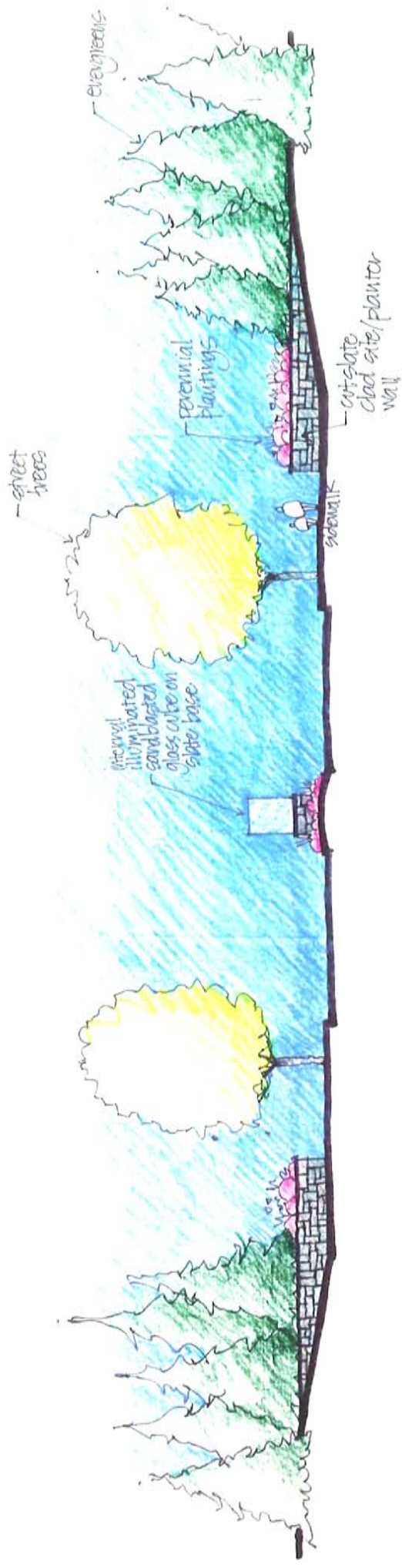
INTERSECTION DESIGN  
REVIEWED BY THE  
PLANNING COMMISSION MEETING  
AND  
ASSOCIATED ILLUSTRATION

# Twelve Mile Crossing at Fountain Walk

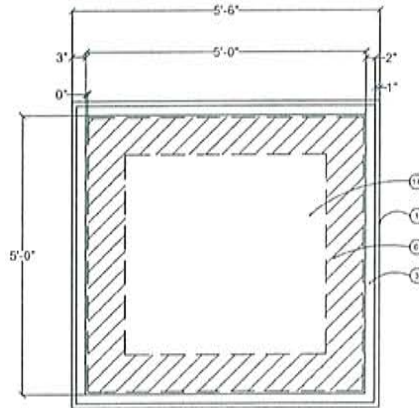
REVIEWED BY THE  
PLANNING COMMISSION



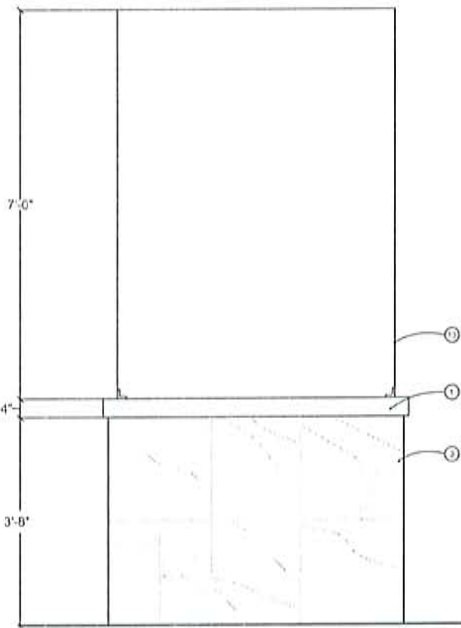




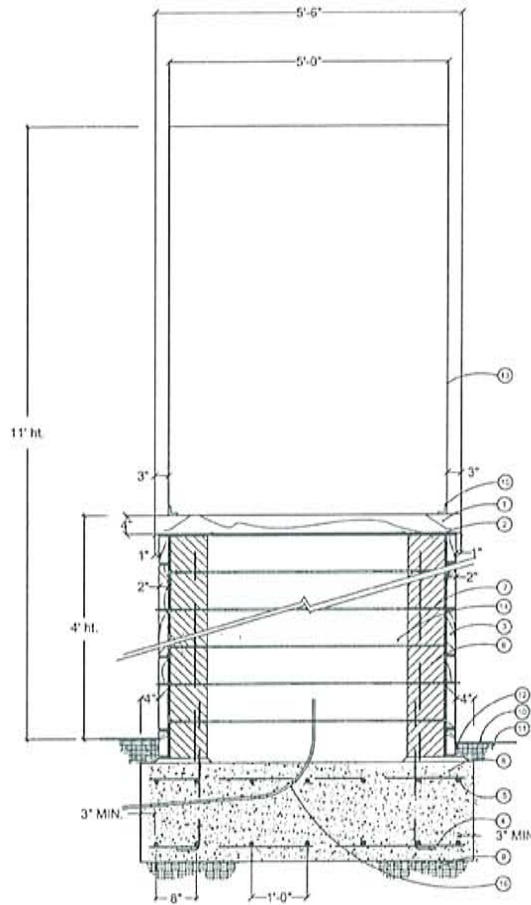
# Twelve Mile Crossing at Fountain Walk



TOP VIEW



ELEVATION/SIDE VIEW

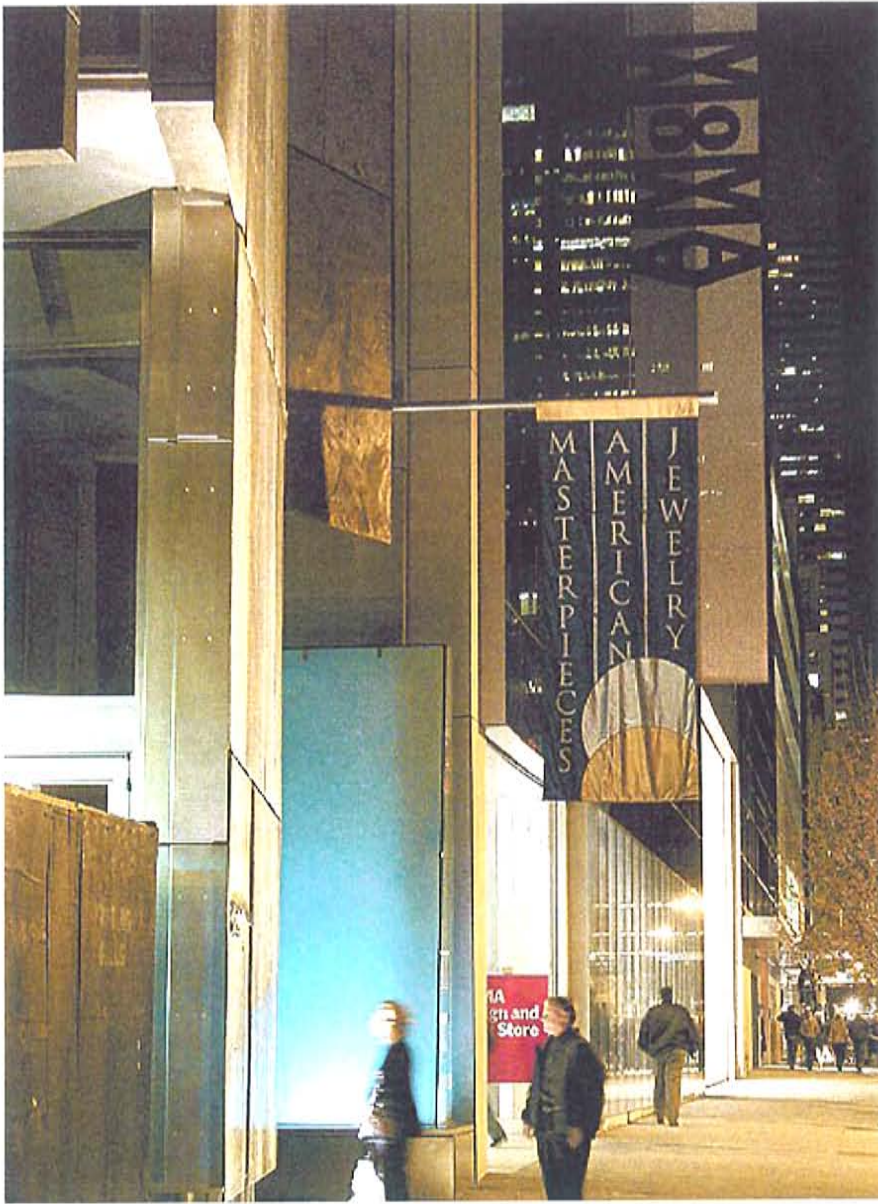


SECTION VIEW

- ① CAST STONE CAP 4" THICK
- ② 12 GA. RIGID COPPER FABRIC FLASHING
- ③ 2" TH. CUT SLATE VENEER IN ASHLAR PATTERN RETURN ON ENDS W/ RAKED JOINTS
- ④ #5 HORZ. REIN. BARS AS SHOWN
- ⑤ 6-#5 BAR CONT. TOP AND BOTTOM AS SHOWN.
- ⑥ C.M.U. BLOCKS WITH NO. 4 VERT. BARS, 16" O.C. OVERLAP AND TIE TO FOOTING REINFORCING.
- ⑦ HORIZ. JOINT REINF. LADDER EVERY TWO COURSES.
- ⑧ POURED CONCRETE TRENCH FOOTING 3500 LB. MIN. CONC.
- ⑨ COMPACTED SUBGRADE TO 95% MOD. PROCTOR
- ⑩ FINISH GRADE.
- ⑪ 4" MIN. DEPTH TOPSOIL AND LAWN OR PLANTING BED, SEE PLAN.
- ⑫ TWO COATS OF EPOXY DAMP-PROOFING. HOLD 1" BELOW FINISH GRADE. TYP. FOR ALL SECTIONS IN CONTACT WITH SOIL/ BACKFILL.
- ⑬ ILLUMINATED SAND BLASTED GLASS CUBE
- ⑭ MECHANICAL TO RUN IN VOID.
- ⑮ L-BRACKET ON 4 SIDES TO SECURE GLASS CUBE.
- ⑯ ELECTRICAL CONDUIT

NOTE:  
TOP OF CAP TO REMAIN LEVEL.



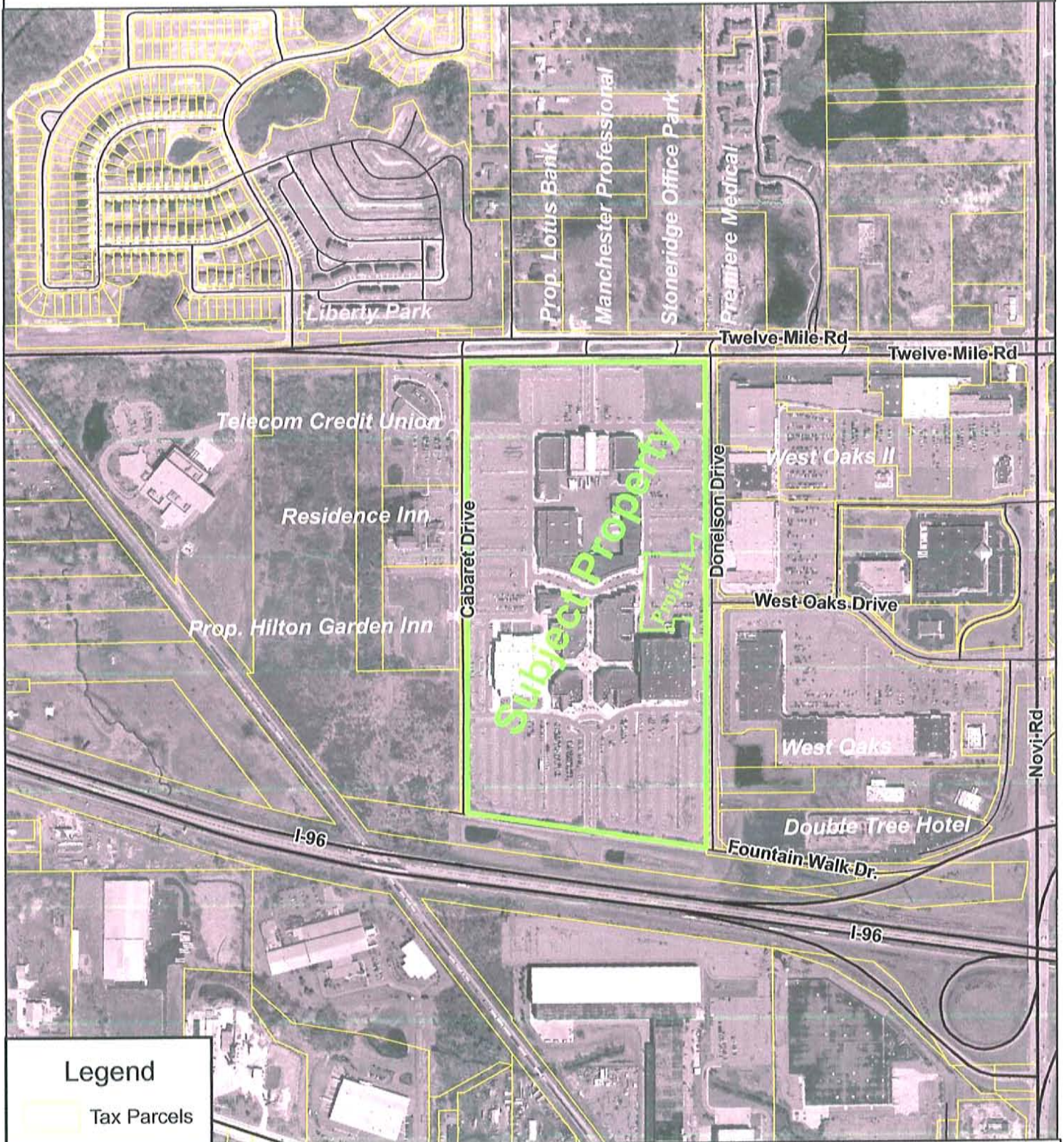


similar illuminated  
glass panel

**MAPS**

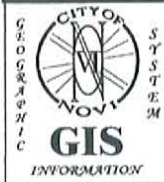
**Location/Air Photo  
Future Land Use  
Zoning**

# Twelve Mile Crossing at Fountain Walk Zoning Map



**Legend**

Tax Parcels



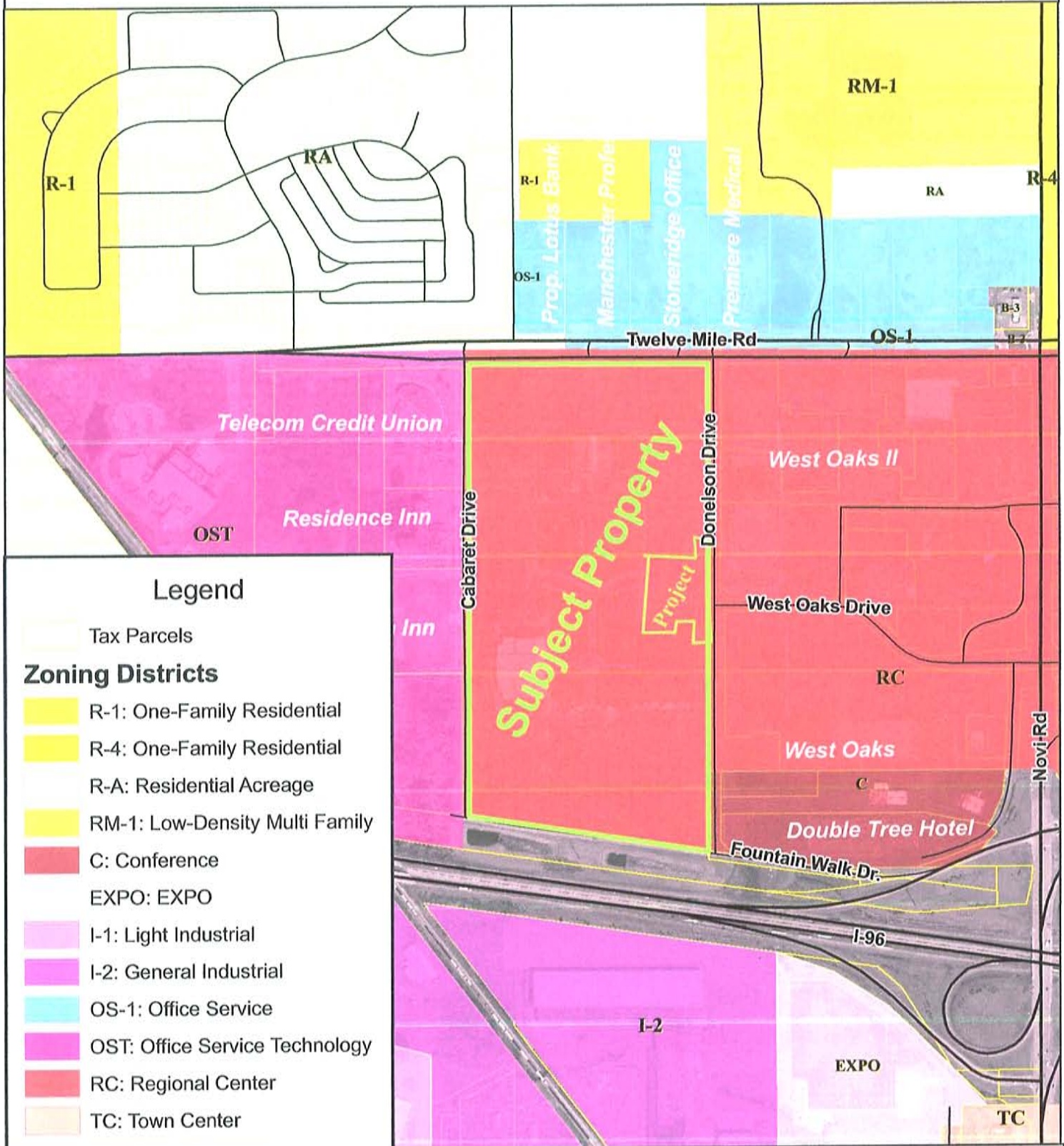
**CITY OF NOVI PLAN REVIEW CENTER**  
 Created by Mark Spencer  
 4/27/07  
 NOVI PLANNING DEPARTMENT  
 45175 W. TEN MILE ROAD  
 NOVI, MI 48375-3024  
 (248) 347-0475  
 WWW.CLNOVI.MI.US



twelve mile crossing location.mxd

**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.

# Twelve Mile Crossing at Fountain Walk Zoning Map



## Legend

- Tax Parcels
- Zoning Districts**
- R-1: One-Family Residential
- R-4: One-Family Residential
- R-A: Residential Acreage
- RM-1: Low-Density Multi Family
- C: Conference
- EXPO: EXPO
- I-1: Light Industrial
- I-2: General Industrial
- OS-1: Office Service
- OST: Office Service Technology
- RC: Regional Center
- TC: Town Center



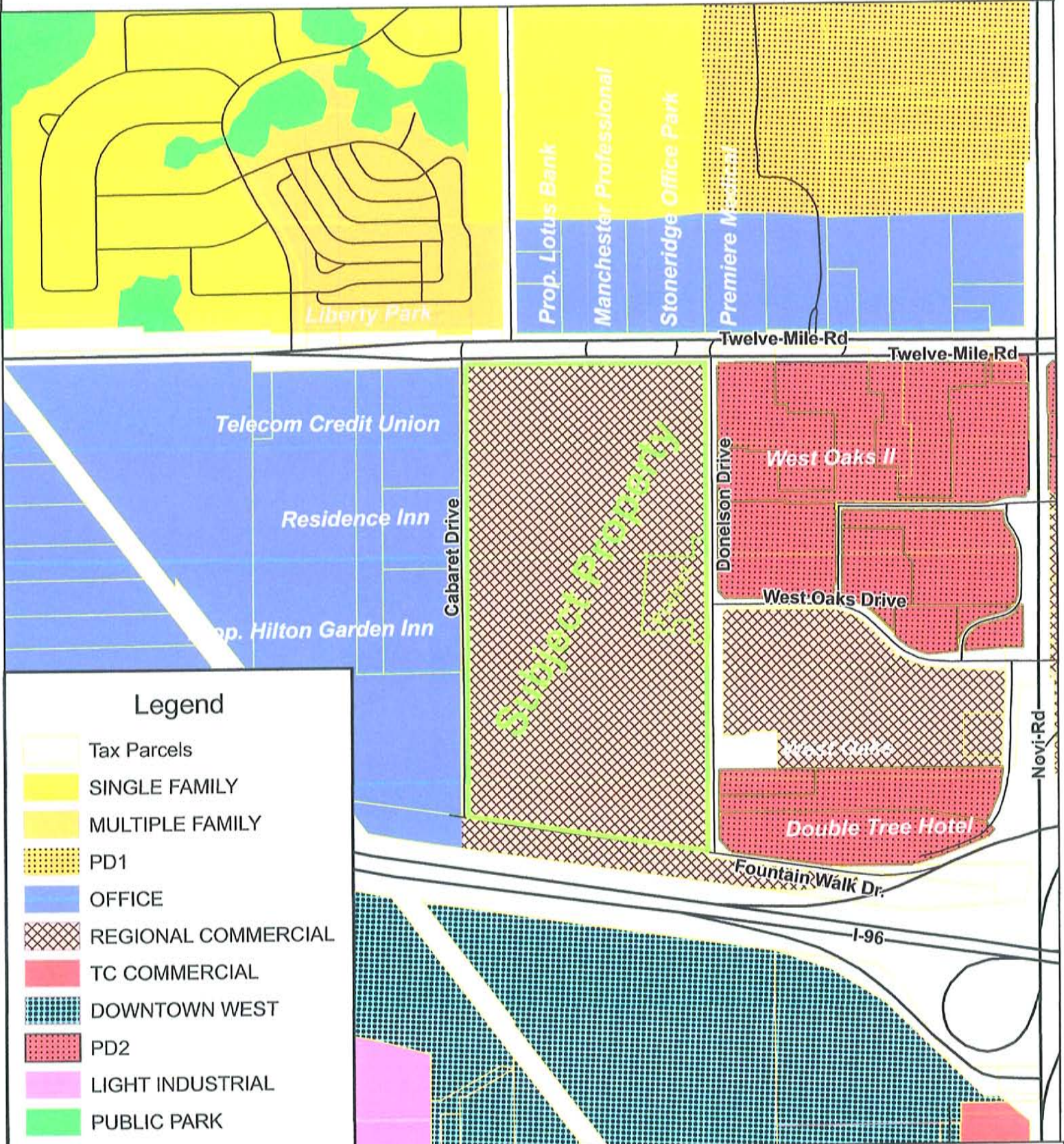
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/twelve mile crossing zoning.mxd

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# Twelve Mile Crossing at Fountain Walk Future Land Use Map



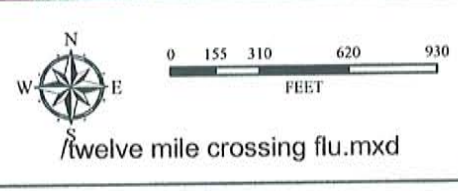
## Legend

- Tax Parcels
- SINGLE FAMILY
- MULTIPLE FAMILY
- PD1
- OFFICE
- REGIONAL COMMERCIAL
- TC COMMERCIAL
- DOWNTOWN WEST
- PD2
- LIGHT INDUSTRIAL
- PUBLIC PARK



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**Planning Commission Minutes (draft)**  
**Excerpts**  
**April 25, 2007**





## PLANNING COMMISSION

REGULAR MEETING  
TWELVE MILE CROSSING AT FOUNTAIN WALK, SP07-12, EXCERPT  
WEDNESDAY, MAY 9, 2007 7:00 PM  
COUNCIL CHAMBERS - NOVI CIVIC CENTER  
45175 W. TEN MILE, NOVI, MI 48375  
(248) 347-0475

### CALL TO ORDER

The meeting was called to order at or about 7:05 PM.

### ROLL CALL

**Present:** Members John Avdoulos, Brian Burke, Victor Cassis, Andrew Gutman (7:09 PM), Michael Meyer (7:44 PM) Mark Pehrson, Wayne Wrobel

**Absent:** Member David Lipski, Michael Lynch (excused)

**Also Present:** Steve Rumble, Director of Community Development; Barbara McBeth, Deputy Director of Community Development, Mark Spencer, Planner; Kristen Kapelanski, Planner; Tim Schmitt, Planner; David Beschke, Landscape Architect; Ben Croy, Engineer; Doug Necci, Façade Consultant; Steve Dearing, Traffic Consultant; Kristen Kolb, City Attorney

### MATTERS FOR CONSIDERATION

#### TWELVE MILE CROSSING AT FOUNTAIN WALK, SP07-12

Consideration of the request of HHT Devco, LLC for a recommendation to City Council for Preliminary Site Plan approval for modifying the Twelve Mile Crossing at Fountain Walk Shopping Center. The subject property is located in Section 15, south of Twelve Mile, between Donelson Drive and Cabaret Drive in the RC, Regional Center District, on 67.2 acres. The Applicant is requesting a new entrance and revised parking facilities.

Planner Mark Spencer described the project. To the north are the Liberty Park Site Condominium, Lotus Bank site, and various office buildings. To the east are West Oaks 1 and 2 and the Doubletree Hotel. To the south are the ITC corridor, I-96 and the old Expo Center. To the west are vacant land, the Telcom Credit Union, a Residence Inn and the proposed Hilton Garden Inn. This property and part of the properties to the east are zoned and master planned for Regional Commercial. Other easterly sites are part of a planned retail development. North and west properties are zoned and master planned for Office. Liberty Park is master planned for multiple family and developed under a court order with an underlying zoning of R-A. Across the freeway is the Downtown West Master Plan designation.

This is a developed site and it contains no wetlands or woodlands.

The Applicant is requesting a positive recommendation of their Preliminary Site Plan for a new entrance at the intersection of Donelson Drive and West Oak Drive, revised parking facilities with a net reduction of 133 parking spaces, additional landscaping and an enhanced entrance treatment. All site plans for development in the RC District must be approved by the City Council. Twelve Mile Crossing at Fountain Walk is a 700,000 square-foot retail center located on 67.2 acres of land.

The Applicant proposes to construct three glass and slate, internally-illuminated piers inside a landscape island located near the entrance from Donelson Drive. The addition of an artistic entrance feature will enhance the entrance to this site. The three proposed features are seven-foot tall sand blasted glass cubes placed on four-foot tall slate bases. The bases and the gateway entrance walls exceed the allowable fifty percent slate permitted and they do not contain the required thirty percent brick. The Applicant is requesting a Section 9 Waiver of these requirements. Since the cubes are internally illuminated they are also considered light fixtures. These low level lights will not meet the City's ninety degree cut-off requirement. Staff recommends that City Council waive this requirement since it is a low output decorative fixture. Mr. Spencer showed a picture of a similar structure in another city. The cubes are considered accessory structures and are required to meet the one hundred foot front yard setback requirement. The Applicant has agreed to push these structures back to avoid the need for a variance.

The Traffic Review asks the developer to redesign the intersection to eliminate left turn conflicts and to provide left

turns from the site. The review also asks for better pedestrian connectivity from this site to the easterly Donelson sidewalk. Mr. Spencer showed a picture of the area in question.

The Applicant has agreed to redesign the intersection and push the island out of the required setback and addresses the traffic engineer's alignment concerns.

The Applicant is proposing a sidewalk parallel to the entrance drive and will be asking City Council for a waiver of the sidewalk or pathway required along Donelson Drive. This project has about 350 feet of frontage on Donelson Drive. The Planning Staff supports this waiver if the internal sidewalk is connected to the existing sidewalk system on the east side of Donelson, and the Applicant provides an area for this sidewalk to be added in the future if it becomes necessary.

The Applicant does not propose any change to the loading areas. Truck movements should remain the same. The loading area appears to be adequately screened.

The City's Landscape Architect found the plans to be in general conformance with the Ordinance, with two exceptions. A berm is required along Donelson. The Applicant is requesting a waiver and the City's Landscape Architect supports this waiver because the elevation change, the proposed retaining wall and the proposed landscaping appear to adequately screen the parking lot. Street trees are also required along Donelson and the Applicant is proposing to place them adjacent to the entrance drive instead of Donelson. This Waiver is also supported as it will leave room for a future bike path along Donelson.

The Planning, Engineering, Traffic and Fire Department reviews all recommend the Planning Commission make a positive recommendation to City Council with the mentioned corrections and other minor corrections to be completed on the next submittal.

Chair Cassis asked about the glass feature. Mr. Spencer placed the picture back up for the Planning Commission to see. He said that oftentimes glass is used as an art form because it is appealing and makes a site more attractive.

Mr. Jim Ludwig represented the Applicant. This is Phase 3 of this shopping center renewal. Phase 1 is complete and Phase 2 is underway. The owner is very motivated. The actual logo for the shopping center has not been determined. Mr. Ludwig showed the façade board so that the Planning Commission could see the slate material. The Applicant believes the slate has a richer appearance and is a more proper element to use in this renovation. The wall will be designed with a variety of rectangular sizes.

Mr. Spencer told the Planning Commission that a revised motion sheet was provided to them which incorporates the responses provided by the Applicant.

Member Wrobel said the new entrance makes a lot of sense. From a practical standpoint, he is concerned about drivers who will use this entrance and will end up driving through the parking lot where there are pedestrians. Mr. Ludwig said that this new drive coming from West Oaks will bring the driver to the heart of the center. The new south drive will take the driver down to the Great Indoors area. Member Wrobel thought people may be more likely to drive the perimeter. It could force two-way traffic near the package pick-up area.

Member Pehrson confirmed with Traffic Consultant Steve Dearing that the design was acceptable to him. Mr. Dearing was satisfied. There is now a left turn lane heading toward Twelve Mile. The lane aligns with West Oaks Drive. The only thing that would have made Mr. Dearing happier would have been a roundabout, but he understood that one of the owners spent time in England and learned to dislike roundabout features.

Member Pehrson asked whether the new sign would need some type of variance. Mr. Spencer said that this application does not involve any signage. That is a separate permit process. The Applicant may possibly put a sign on the retaining wall. He didn't know of a proposal for the islands. Mr. Spencer considered whether the

cubes should be considered as signs, but in the end they were not considered as such. They are considered as art – gateway entrance accessory structures.

Member Pehrson was pleased to hear every Applicant this evening praise the Community Development Staff.

Moved by Member Pehrson, seconded by Member Gutman:

**In the matter of Twelve Mile Crossing at Fountain Walk, Phase 3, SP07-12, motion to recommend approval of the Preliminary Site Plan to City Council subject to: 1) The Applicant removing the three illuminated glass entrance structures from the front yard setback; 2) The Applicant providing a sidewalk on the west side of Donelson Drive as shown on the drawing submitted, or obtaining a Waiver from the City Council; 3) The Applicant providing a pedestrian connection to the existing sidewalk on the east side of Donelson Drive; 4) The Applicant obtaining a City Council Waiver of the ninety-degree lighting fixture cut-off requirement for the three illuminated glass entrance structures, as they appear to be new and will provide relevance for the Applicant set the site apart from everything else in the City; 5) The Applicant obtaining a City Council Section 9 Waiver for the use of over fifty percent slate on the gateway and entrance structures; 6) The Applicant obtaining a City Council Waiver for the right-of-way berm requirement; 7) The Applicant obtaining a City Council Waiver to allow the required Donelson Drive street trees to instead be placed along the entrance drive; 8) The Applicant redesigning the intersection to eliminate left turn conflicts and to provide left turns from the site as shown on the provided drawing; and 9) The conditions and items listed in the Staff and Consultant review letters being addressed on the next submittal; for the reason that the plan is otherwise in compliance with the Ordinance.**

#### **DISCUSSION**

Member Meyer complimented the Applicant for his premier site in Novi. He liked the ambience and beauty of the site. He was pleased the owner was trying to make the site more user-friendly and appealing.

Member Avdoulos agreed. This is a positive change for the site. He was surprised that the wall received a façade review. It is a nice thing, what is happening at this intersection. Mr. Dearing's review was very nice. It hit all of the points. Lining up the lanes is integral. He suggested that the lane that goes to Kohl's be fixed because it is a mess. Member Avdoulos asked if a roundabout would take up more space. Michael Marks of Giffels Webster responded that they considered a roundabout but there is a significant grade change between these sites and the roundabout would require a large piece of flat ground. Member Avdoulos said the proposed design has been handled nicely in light of that grade change. Member Avdoulos thought that Member Wrobel made some valid observations but hoped once drivers acclimate themselves to the new design they will maneuver the site effectively.

Member Avdoulos confirmed that the grade change is about nine feet in the front. Mr. Marks said that change is also being spread to the back. Member Avdoulos was pleased to see the fenestration with the retaining wall. He liked the glass art. It will act as a nice beacon. He supported the project.

Chair Cassis asked about the yellow wall facing the freeway. Mr. Ludwig said that with Phase 4, the owner is considering ways to repaint the center. They will not start with that wall but with one of the internal walls. Chair Cassis noted that he has heard many unflattering comments about that wall.

Chair Cassis was pleased to see these changes coming to this center. He credited the owner for trying to make a difference. These new features will give the center distinction. Mr. Ludwig said that several thousand square feet of shopping center are being torn down, but someday the owner hopes there is a need to rebuild. Chair Cassis hoped to see a revival for this center.

**ROLL CALL VOTE ON TWELVE MILE CROSSING PHASE 3, SP07-12, PRELIMINARY SITE PLAN MOTION MADE BY MEMBER PEHRSON AND SECONDED BY MEMBER GUTMAN:**

In the matter of Twelve Mile Crossing at Fountain Walk, Phase 3, SP07-12, motion to recommend approval of the Preliminary Site Plan to City Council subject to: 1) The Applicant removing the three illuminated glass entrance structures from the front yard setback; 2) The Applicant providing a sidewalk on the west side of Donelson Drive as shown on the drawing submitted, or obtaining a Waiver from the City Council; 3) The Applicant providing a pedestrian connection to the existing sidewalk on the east side of Donelson Drive; 4) The Applicant obtaining a City Council Waiver of the ninety-degree lighting fixture cut-off requirement for the three illuminated glass entrance structures, as they appear to be new and will provide relevance for the Applicant set the site apart from everything else in the City; 5) The Applicant obtaining a City Council Section 9 Waiver for the use of over fifty percent slate on the gateway and entrance structures; 6) The Applicant obtaining a City Council Waiver for the right-of-way berm requirement; 7) The Applicant obtaining a City Council Waiver to allow the required Donelson Drive street trees to instead be placed along the entrance drive; 8) The Applicant redesigning the intersection to eliminate left turn conflicts and to provide left turns from the site as shown on the provided drawing; and 9) The conditions and items listed in the Staff and Consultant review letters being addressed on the next submittal; for the reason that the plan is otherwise in compliance with the Ordinance. *Motion carried 7-0.*

**APPLICANT RESPONSE LETTER**

## M E M O R A N D U M

**To:** Mark Spencer, City of Novi Planner

**From:** Courtney Piotrowski Miller, RLA, ASLA, McKenna Associates

**RE:** Donelson Drive Layout and Landscape Plan

**Date:** May 23, 2007



The proposed Donelson Drive Entrance to Twelve Mile Crossing at Fountain Walk will provide both a much needed entry point to the development at the terminus of West Oaks Drive, but will function to connect West Oaks and Twelve Mile Crossing Shopping Districts into a more usable, functional regional shopping destination. It easily integrates into the existing intersection, utilizing a signalized, simple entrance while creating a sense of welcoming and destination upon arrival at Twelve Mile Crossing.

The entrance will be opened up by removing the existing modular retaining wall and replacing it with significant landscape and hardscape features, including stone planter walls, illuminated glass piers, and ornamental lighting. A pedestrian connection will be provided to connect Twelve Mile Crossing to West Oaks and the surrounding shopping districts. This entrance will set the stage for what will be a distinct shopping experience, filled with elegance and whimsy, natural plantings and architectural elements, integration of the pedestrian and vehicular in a downtown atmosphere. The transformation of Twelve Mile Crossing ultimately begins when you enter thru the Donelson Drive Entrance.

Revisions from the original Site Plan Approval package were based on comments from your Traffic Consultant that requested the boulevard be removed from the entry point to allow lane alignment and greater functionality at the signalized intersection. Our response was to move the boulevard interior to the site, allowing the same grand entry with increased function.

231 East Main Street  
 Suite 405  
 Northville, MI 48167  
 TEL 248-396-0030  
 FAX 248-396-0930

151 South Rose Street  
 Suite 970  
 Kalamazoo, MI 49007  
 TEL 269-387-4444  
 FAX 269-382-4540

301 East Mulberry Street  
 Suite A  
 E. Lansing, MI 48906  
 TEL 517-341-3345  
 FAX 517-341-2800

10 West Street/Stone Street  
 Suite 704  
 Hudson, OH 44136  
 TEL 440-578-3347  
 FAX 440-347-9099

TOLLFREE 888-226-1324  
 WEB [www.mckenna.com](http://www.mckenna.com)

May 1, 2007



Mr. Marc Spencer, AICP  
 Planner  
 City of Novi  
 45175 W. Ten Mile Road  
 Novi, MI 48375

**Subject: Response Letter  
 Twelve Mile Crossing at Fountain Walk Phase III, SP# 07-12**

Dear Mr. Spencer:

Thank you for taking the time to review our Preliminary and Final Site Plan submittal. As requested, we are providing a response letter to your Plan review Center report dated April 16, 2007.

**Planning Review**

1. No response required.
2. We will provide an updated parking calculation for the entire site, including barrier free spaces, to demonstrate that the project does meet current parking requirements.
3. Revisions to the entry geometry, generated in response to the City Traffic Engineers comments, have relocated the illuminated piers in excess of the 100'-0" setback. We therefore anticipate that a ZBA variance will not be required.
4.
  - a. The photometric plans shall be revised to meet the City's minimum requirements.
  - b. Fixture and Photometric details shall be provided.
  - c. Existing lighting and building entrances shall be depicted.
  - d. The piers will not meet the City's 90 degree cutoff requirement, but will merely produce a low wattage 'glow' from within and do not act as site illumination or unnecessary glare. We ask that the City Council grant the staff supported waiver of the 90 degree cutoff requirements for the illuminated piers.
5. The installation of a new sidewalk along the west side of Donelson Drive at this time would require the removal of a significant amount of mature landscape material. We therefore request that the Planning Commission grant the staff supported waiver of this requirement at this time, and will work with the City staff during subsequent phases to provide pedestrian connectivity to Twelve Mile Road. We also concur that the proposed internal sidewalk (located north of the proposed drive approach) should connect to the existing sidewalk network adjacent to the site and will modify our plans to provide this connection.
6. No response required.
7. Additional minor items shall be addressed on the stamping sets including adding the appropriate barrier free signage details to our plans.

235 East Main Street  
 Suite 105  
 Northville, MI 48167  
 TEL 248-596-0920  
 FAX 248-596-0930

151 South Rose Street  
 Suite 920  
 Kalamazoo, MI 49007  
 TEL 269-382-4443  
 FAX 269-382-4540

30 East Mulberry Street  
 Suite A  
 Lebanon, OH 45036  
 TEL 513-934-2345  
 FAX 513-934-2809

10 West Streetsboro Street  
 Suite 204  
 Hudson, OH 44236  
 TEL 330-528-3342  
 FAX 330-342-5699

TOLLFREE 888-226-4326  
 WEB [www.mcka.com](http://www.mcka.com)

### **Lighting Review**

1. Please see items 4a-d above.

### **Traffic Review**

Revisions will be reflected in the Stamping Set unless otherwise indicated.

1. Intersection Design: we have already spoken with Mr. Steve Dearing of OHM to discuss options related to the proposed drive approach geometry. We have eliminated the proposed boulevard at the end of the drive approach to allow for the proper alignment of lanes with West Oaks Drive. We have further provided a left turn lane out of the site, allowing for 100 feet of vehicle storage, in accordance with Mr. Dearing's request. During our conversations Mr. Dearing agreed to allow two lanes to enter the site, and as such as have maintained this configuration. We do note on the plans that we will be upgrading the existing traffic signal at this intersection and will work with the City and the Road Commission for permit approval.
2. Sidewalk: as mentioned above, the installation of a new sidewalk along the west side of Donelson Drive at this time would require the removal of a significant amount of mature landscape material. We therefore request a waiver of this requirement at this time, and will work with the City staff during subsequent phases to provide pedestrian connectivity to Twelve Mile Road. We also concur that the proposed internal sidewalk (located north of the proposed drive approach) should connect to the existing sidewalk network adjacent to the site and will modify our plans to provide this connection.
3. Geometry: we have designed the vertical alignment of the proposed drive to conform to City standards while protecting existing utilities. More detailed design information will be added to our plans for final review.
4. Circulation Aisle: we will adjust the curb line as suggested.
5. Traffic Signs: traffic sign quantities will be identified on the plans.
6. Parking: as mentioned in the planning section of your review letter, we are proposing to relocate 13 of the 15 existing barrier free parking spaces to provide more direct access to the buildings. A revised parking calculation will be provided, as mentioned above.
7. Clear Sight Triangles: sight distance triangles will be verified and then provided to the landscape architect for coordination on their plans.
8. Loading Zones: no modifications to the existing loading zones are proposed at this time, and they will be labeled as such on the plans.

### **Engineering Review**

Revisions will be reflected in the Stamping Set submittal unless otherwise indicated.

1. We will submit the Non-domestic User Survey, as requested.
2. We will add detail to the sight distance triangles, as requested.
3. We will review labeling of rights-of-way and property lines.
4. A traffic control sign table will be prepared.
5. A traffic control plan will be prepared for work related to the right-of-way.
6. Material quantities will be added to the plans for utilities.
7. A utility crossing table will be added.
8. The construction access route will be reviewed and adjusted as needed.
9. We will add a note referencing our need for a permit from the Road Commission related to signal improvements.
10. Note 17 will be modified to reflect the City Engineering Division review of possible dewatering plans.
11. We will check the scale of sheet C8.
12. We will check the spelling of Donelson Drive.
13. The City's standard detail sheet for water main and sanitary sewers will be added.
14. The existing water main easements will be shown.
15. Eight inch diameter mains will be used in cases where a hydrant lead is longer than 25 feet and they will also be profiled.



16. All hydrants will be placed 7 feet from the back of curb.
17. Tapping sleeves, valves and wells will be provided at all taps.
18. A note related to water main cover will be provided.
19. We will forward sets of the plans to your attention to assist in processing any MDEQ permits required for water main modifications.
20. The existing sanitary sewer easements will be shown.
21. Profiles will be provided for the proposed sanitary sewer.
22. We will work with the City to prepare the appropriate license agreement for the sanitary sewer/retaining wall crossing.
23. A testing bulkhead will be provided as required.
24. Sets of the utility plans will be forwarded to your attention to assist in processing the MDEQ permit for sanitary modifications.
25. We will also include the checklist for use by MDEQ in the streamlined permit process.
26. Profiles will be provided for new storm sewers.
27. The 10-year HGL will be shown on the profiles.
28. The existing sidewalk on Donelson will be added to the plans.
29. All ramps shall be designed in compliance with the latest ADA regulations.
30. The curbing adjacent to the 17 foot stalls will be adjusted to 4 inches in height.
31. Proposed grading will be clarified.

### **Landscape Review**

#### Ordinance Considerations:

1. We ask that the Planning Commission to grant the staff supported waiver for berming due to the screening inherently provided by the sites grade differential.
2. No response required.
3. No response required
4. A cross section will be provided at the next submittal.

#### Street Tree Requirements:

1. We ask that the Planning Commission to grant the staff supported waiver.

#### Parking Landscape:

1. No response required
2. No response required
3. Snow storage areas shall be depicted on the next submittal.

#### Parking Lot Perimeter Trees:

1. No response required

#### Building Foundation Landscape:

1. No response required

#### Plant List:

1. No response required

Response Letter  
Twelve Mile Crossing at Fountain Walk Phase III  
SP# 07-12

Plant Details:

1. The Evergreen Planting Detail will be modified per the City of Novi Detail Sheet.
2. No response required

Landscape Notes:

1. No response required

Irrigation:

1. No response required

**Façade Review**

1. We respectfully disagree with the retaining walls being reviewed under the façade ordinance, but should you consider them as such, we ask the Planning Commission grant the staff supported Section 9 waiver for the materials being used on the Entrance Gateway. We feel that the slate veneer is an equal or better material than clay brick and that the simple, classic design of the wall is fitting for the development.

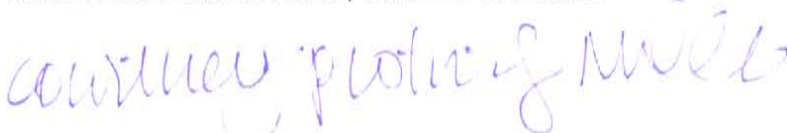
**Fire Department Review**

1. No response required

We trust we have adequately addressed all review comments generated for this project and therefore request approval of the combined Preliminary/Final Site Plan. If you have any questions, please do not hesitate to contact us.

Respectfully submitted,

McKENNA ASSOCIATES, INCORPORATED



Courtney Piotrowski Miller, RLA, ASLA  
Principal Landscape Architect

## PLANNING REVIEW



## PLAN REVIEW CENTER REPORT

April 16, 2007

### Planning Review

Twelve Mile Crossing at Fountain Walk Phase III (f.k.a.  
Fountain Walk)  
SP07-12

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#### Petitioner

HHT Devco LLC (Charles Miller)

#### Review Type

Combined Preliminary and Final Site Plan

#### Property Characteristics

- Site Location: Eastern portion of the existing Twelve Mile Crossing at Fountain Walk development, which is bounded by Donelson Drive, Cabaret Drive, Twelve Mile Road, and Fountain Walk Drive, in Section 15
- Site Size: 67.2 acres for the entire development
- Zoning: RC, Regional Commercial
- Surrounding Zoning: North: OS-1, Office Service and R-A, Residential Acreage; South: I-2, General Industrial; East: RC and C, Conference; and West: OST, Office Service Technology
- Surrounding Land Uses: North: Liberty Park Site Condominium, Manchester Professional Centre, and Stoneridge Office Park; South: Former Comau Pico Property; East: West Oaks I & II and Doubletree Hotel; and West: Vacant Land, Telcom Credit Union, and Residence Inn
- School District: Novi Community Schools
- Proposed: New entrance from Donelson Drive and removal of 133 parking spaces
- Plan Date: March 9, 2007

#### Project Summary

Charles Miller of HHT Devco, LLC is requesting approval of the Preliminary and Final Site Plan for a new entrance and revised parking facilities for the Twelve Mile Crossing at Fountain Walk retail center, formerly known as Fountain Walk. The development is a 700,000 sq. ft. retail center located on 67.2 acres and on the south side of Twelve Mile Road between Donelson Drive and Cabaret Drive. The development (SP98-16) received Final Stamping Set approval on June 12, 2002. The applicant is proposing to build a new parking lot entrance at the intersection of Donelson Drive and West Oak Drive. The proposal includes redesigning the parking facilities with a net reduction of 133 parking spaces, providing additional landscaping and an enhanced entrance treatment. No new or modified buildings are proposed at this time. This proposal is phase three of the applicant's overall redevelopment plan for the entire

development. During 2006, the City Council approved phase one and phase two (SP06-25 and SP06-29) which included the demolition of 48,000 sq. ft. of retail floor space and constructing a street with parking facilities in the interior court yard.

### **Recommendation**

A positive recommendation of the combined Preliminary and Final Site Plan is **recommended** subject to the following conditions:

- Obtaining a Zoning Board of Appeals setback variance to permit the three illuminated glass entrance structures in the front yard setback (*staff supports this variance* if all intersection and roadway geometry concerns of the City's Traffic and Civil Engineer are met);
- Providing a sidewalk on the west side of Donelson Drive or obtaining a waiver from the City Council (*staff supports this waiver*);
- Providing a pedestrian connection to the existing sidewalk on the east side of Donelson Drive;
- Obtaining a City Council waiver of the 90 degree lighting fixture cut-off requirement for the three illuminated glass entrance structures (*staff supports this waiver*); and
- Correcting minor items listed in the Planning Review Letter and Summary Chart and Lighting Review Summary Chart on the Final Stamping Set submittal.

### **Comments:**

The combined Preliminary and Final Site Plan was reviewed under the general requirements of Article 17, Regional Commercial District and Section 2400, the Schedule of Regulations of the Zoning Ordinance, other sections of the Ordinance, as noted and the Michigan Barrier Free Code. Items in **bold** need to be considered by the Planning Commission and City Council at the time of combined Preliminary and Final Site Plan Review and items underlined need to be addressed at the time of Final Stamping Site Plan submittal: All site plans for development in the RC District must receive City Council approval after recommendation from the Planning Commission.

- 1. Schedule of Regulations** (Section 2400) The proposed modifications do not include any new buildings and the proposed parking changes occur in the same locations as were previously permitted. Therefore, the plans demonstrate general compliance with the standards of Section 2400, the Schedule of Regulations, relating to building and parking setbacks and maximum building height.
- 2. Parking Spaces** (Section 2505) The applicant is proposing to eliminate 191 parking spaces and build 58 parking spaces for a net loss of 133 spaces. This change is likely to be acceptable since the last phase of the remodeling approved on SP06-29 included the reduction of the required parking spaces by 208 spaces due to the demolition of 48,000 sq. ft. of building and the addition of 125 parking spaces. The total net change for the two phases of development is a net gain of 208 parking spaces. The applicant is asked to provide an existing parking space count for the entire development so that Staff may verify that the development meets the parking requirements listed in the Zoning Ordinance.

As part of the total parking spaces mentioned above, the applicant proposes to remove 15 barrier free parking spaces (14 standard barrier free spaces and one van accessible barrier

free space) and adding 13 new barrier free spaces (11 standard and 2 van accessible spaces). The applicant is asked to provide a count of the existing barrier free spaces (both standard and van accessible) so that Staff may verify that the development meets the requirements of the Michigan Barrier Free Code.

- 3. Accessory Structures** – (Section 2503.1 & 2.) The applicant proposes to construct three glass and stone, internally illuminated, piers inside a landscape island located in the entrance drive near Donelson Drive. Accessory structures are not permitted within the 100 foot front yard setback. The applicant **must obtain a Zoning Board of Appeals (ZBA) variance to permit accessory structures in the required front yard setback or remove the structures** from the Site Plan. *The Planning Staff supports the variance if all intersection and roadway geometry concerns of the City's Traffic and Civil Engineers are met because the addition of artistic entrance features will enhance the appearance of the site.*
- 4. Outdoor Lighting** (Section 2511) The applicant proposes decorative 90 degree cutoff parking lot fixtures and the illuminated piers mentioned above. The Site Plan meets the general requirements of Section 2511 with the following exceptions:
- Several areas are not illuminated to the City's minimum standards;
  - Fixture and photometric details for the proposed piers not provided
  - Existing lighting and building entrances are not depicted; and
  - The proposed illuminated piers do not meet the City's 90 degree cutoff standard.

The applicant is asked to provide building entrance and existing lighting details, fixture and photometric details for the illuminated piers and to illuminate all areas to the City's minimum standards on the next submittal. The illuminated piers most likely will have little effect upon the overall illumination of the site and they should not create unnecessary glare. The City may waive the 90 degree cutoff requirement when appropriate decorative fixtures are used. *The Planning Staff supports City Council waiver of the 90 degree cutoff requirement for the illuminated piers provided that the photometric details for the fixtures do not indicate a glare problem.*

- 5. Pedestrian Circulation** (Section 2516.2.b (3) and 11-276 to 279) The Zoning Ordinance states that the City shall consider whether the traffic circulation features within the site are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets during its discretionary review of the Site Plan. In addition, the City's Design and Construction Standards Ordinance, requires sidewalks to be constructed adjacent to all arterial and collector roads and private streets in a development. This project has about 350 feet of frontage on Donelson Drive. The applicant is not proposing any sidewalks along the west side of Donelson Drive. When the development was originally approved by the City Council a sidewalk was not required. *The Planning Staff supports this waiver if the internal sidewalk is connected to the existing sidewalk system as requested below.*

The applicant is proposing a sidewalk parallel to the entrance drive but it is proposed to end just short of the northwest intersection of the proposed driveway with Donelson Drive. A sidewalk exists on the southeast side of the intersection. Typically the City has required internal sidewalks to connect to the available external sidewalk system. The City Council

require this connection to provide safe pedestrian circulation. The applicant is asked to connect the proposed internal sidewalk with the existing sidewalk located at the southeast corner of the intersection including appropriate crosswalks, sidewalk ramps and pedestrian crossing signals (see attached sketch).

- 6. Loading Areas** No change is proposed to the loading areas. They appear to still be adequately screened from the Donelson roadway.



**Southeast side of project area**



**Southwest side of project area**

**7. Other Issues**

- Minor items listed in the Planning Review Summary Chart must be addressed on the Stamping Set submittal.

- 8. Response Letters** A letter from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested prior to the matter being reviewed by the Planning Commission. Additionally, a letter from the applicant is requested to be submitted with the Final Stamping Set highlighting the changes made to the plans addressing each of the comments listed above, and with any conditions of City Council approval.

Please contact Mark Spencer at (248) 735-5607 or [mspencer@cityofnovi.org](mailto:mspencer@cityofnovi.org) with any questions or concerns.

Prepared by Mark Spencer, AICP, Planner

Attachment: Planning Review Chart  
Lighting Chart  
Pedestrian Connection Sketch

## PLANNING REVIEW SUMMARY CHART

**Review Date:** 4/16/07  
**Project Name:** Twelve Mile Crossing at Fountain Walk Phase III Preliminary and Final Site Plan  
**Project Number:** SP07-12  
**Plan Date:** 3/9/07

Items in **Bold** need to be addressed by the applicant and/or the Planning Commission before recommending approval of the Preliminary/Final Site Plan. Underlined items need to be addressed on the Stamping Site Plan Set.

Item	Required	Proposed	Meets Requirements ?	Comments
Master Plan	Regional Commercial	No change	Yes	
Zoning	RC, Regional Commercial	No change, uses permitted	Yes	
Permitted Uses (Section 1701)	Various regional market commercial uses.	No additional or different uses proposed.	Yes	
Intent of District	The RC Regional Center Districts are intended to permit major planned commercial centers that will, by virtue of their size, serve not only the local community, but the surrounding market area as well.		Yes	
Building Height (Section 2400, Schedule of Regulations & 2503.2.E)	45 feet maximum	No new buildings proposed	Yes	
<b>Building Setback</b>				
Front (2400 & 2908)	100 feet	No building proposed	Yes	
Side east exterior (2400 & 2908)	100 feet	No building proposed	Yes	
Side west interior (2400 & 2908)	100 feet	No building proposed	Yes	
Rear (2400 & 2908)	100 feet	No building proposed	Yes	
<b>Parking Setback</b>				
Front (2400 h)	20 feet front 10 feet sides	No change proposed	Yes	



Item	Required	Proposed	Meets Requirements ?	Comments
Side east exterior (2400 h and c)	20 feet front 10 feet sides	Spaces redesigned	Yes?	
Side west interior(2400)	20 feet front 10 feet sides	No change proposed	Yes	
Rear (2400)	20 feet front 10 feet sides	No change proposed	Yes	
Number of Parking Spaces (2505)	4.5 spaces per 1,000 sq. ft. GLA	Total number of parking spaces for entire site not provided  191 spaces to be removed and 58 spaces to be added in this phase  Net change = reduction of 133 parking spaces  Parking space requirement reduction from SP06-29 demolition = 216 less spaces required and 125 additional spaces provided for a net gain of 341 spaces  Total Accumulative Parking Spaces Over Pre-Existing Conditions 208 (extra spaces)  <b>(216+125-133=208)</b>  Total parking space change = <b>Loss of 8 spaces</b>	Yes	<u>The applicant is asked to update parking calculations for entire development and provide in chart form on the next submittal.</u>
Parking Space Dimensions and Maneuvering Lanes (2506)	90 degree spaces 9' x 19' parking space dimensions and 24' wide drives. 9' x 17' parking spaces allowed along 7' wide	9' x 19' and 9' x 17' provided with 30' and 24' aisles	Yes	Aisles may be reduced to 24' wide

Item	Required	Proposed	Meets Requirements ?	Comments
	interior sidewalks with 4" and landscaping.			
End Islands (Section 2506.13)	End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance.	Provided	Yes	
Barrier Free Spaces (Barrier Free Code)	unknown barrier free spaces required: unknown standard barrier free and 1 for every 6 standard barrier free spaces must be van accessible.	Applicant proposes to remove 15 barrier free spaces (1 van accessible 14 standard) and add 13 barrier free spaces (2 van accessible and 11 standard spaces) – net loss of 2 barrier free spaces	<b>Unknown</b>	<u>Provide total parking, barrier free and van accessible calculations for the entire site</u>
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle for standard barrier free spaces, and 8' wide with an 8' wide access aisle for van accessible spaces	8' wide with 5' or 8' aisle provided	Yes	
Barrier Free Signs (Barrier Free Design Graphics Manual)	One sign for each accessible parking space.	Sign location provided Sign detail not provided	Yes/ <b>No</b>	<u>Provide barrier free sign detail that includes an optional van accessible detail</u>
Loading Spaces (Section 2507)	No change proposed	Appears that existing loading areas will remain	Yes	
Dumpster (Chapter II, Section 21-145 and Section	Not required	No changes proposed	Yes	

Item	Required	Proposed	Meets Requirements ?	Comments
2503.2.F)				
Exterior lighting (Section 2511)	Photometric plan and lighting details needed at Final Site Plan	Outdoor lighting provided	No	See Lighting Review Chart Provide location of fixtures on utility and landscape plans
Sidewalks (City Code Section 11-276(b))	A 5'-8' wide sidewalk shall be constructed along all arterial and collector roads (Donelson Drive a Non- residential collector)	No sidewalk proposed	No	<b>Provide 5' wide sidewalk on west side of Donelson Drive or obtain a City Council waiver</b>  Staff supports waiver if <u>connectivity provided to existing sidewalk on east side of Donelson Drive</u>
Building Code	Building exits must be connected to sidewalk system or parking lot.	Connected	Yes	
Pedestrian Connectivity	The Planning Commission shall consider the following factors in exercising its discretion over site plan approval ... Whether the traffic circulation features within the site and location of automobile parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets (Section 2516.2.b (3)).	A pedestrian connection to Donelson Drive provided but appropriate barrier free ramps and connectivity to existing sidewalk on south east corner of West Oak and Donelson not provided.	Yes	Recommend applicant provide ramps and crosswalk to connection across Donelson Drive to sidewalk on southeast corner
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	<u>Right-of-way and property boundaries not labeled on most sheets</u>	?	<u>Label right-of-way and property boundaries</u>
Design and Construction Standards Manual	General layout and dimension of proposed physical improvements, showing the following: Location of all existing and proposed	Provided	Yes/No	<b>Correct sheet scale on sheets C-6, C-7 &amp; C-8</b>

Item	Required	Proposed	Meets Requirements ?	Comments
	buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, indicate square footage of pavement area (indicate public or private) and all existing and proposed underground utilities.			
Development Sign	Signage is proposed and a permit will be required.	Three signs proposed on entry structure	Yes	Contact Alan Amolsch at 248-347-0463 for permit information
Entrance Structure 2503.1.B & 2.A 2520	Accessory structures are not permitted in front yard or exterior side yard (Section 2512 regarding residential entrance structures does not apply) Entrance structures and walls to must meet Façade requirements of Section 2520	Three illuminated piers proposed 22.5 ft. from ROW – 11 ft. tall 5 ft. square	No	<b>ZBA approval required to place accessory structure in front or exterior side yard setback (Staff supports)</b>
Corner Clearance (Sec. 2513)	25 foot clear triangle with a maximum obstruction height of 2' required at both sides of driveway entrances and across boulevard island (see drawing in Zoning Ordinance)	Clear triangles provided	Yes	
Bike Parking (Master Plan for Land Use)	The Master Plan for Land use sets forth the City's goal of connecting various land uses together for bike and pedestrian access	While there are no opportunities to improve bike path connectivity, bike parking is warranted – 4 bike racks provided	Yes	

Prepared by Mark Spencer, AICP (248) 735-5607 or mspencer@cityofnovi.org

### Lighting Review Summary Chart

Review Date: 4/16/07  
 Final Site Plan: Twelve Mile Crossing at Fountain Walk SP07-12  
 Plan Date: 3/9/07

**Bolded items must be addressed at the time of Final Stamping Set**

Item	Required	Meets Requirements?	Comments
Intent (Section 2511.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky	<b>No</b>	See below
Lighting plan (Section 2511.2.a.1)	Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures	<b>No</b>	<u>Provide location and details on existing outdoor lighting to remain and illumination from the proposed piers</u>
Lighting Plan (Section 2511.2.a.2)	Specifications for all proposed and existing lighting fixtures including: Photometric data <input checked="" type="checkbox"/> Fixture height <input checked="" type="checkbox"/> Mounting & design <input checked="" type="checkbox"/> Glare control devices <input checked="" type="checkbox"/> Type and color rendition of lamps <input checked="" type="checkbox"/> Hours of operation <input checked="" type="checkbox"/> Photometric plan <input checked="" type="checkbox"/>	Yes	
Required Notes (Section 2511.3.b)	- Electrical service to light fixtures shall be placed underground - No flashing light shall be permitted - Only necessary lighting for security purposes and limited	Yes	

Item	Required	Meets Requirements?	Comments
	operations shall be permitted after a site's hours of operation.		
Required conditions (Section 2511.3.e)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1.	Yes?	<u>Additional lighting required to meet minimum illumination requirements may change ratios</u>
Required conditions (Section 2511.3.f)	Use of true color rendering lamps such as metal halide is preferred over high and low pressure sodium lamps.	Yes	
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> <li>- Parking areas- 0.2 min</li> <li>- Loading and unloading areas- 0.4 min</li> <li>- Walkways- 0.2 min</li> <li>- Building entrances, frequent use- 1.0 min</li> <li>- Building entrances, infrequent use- 0.2 min</li> </ul>	<b>No</b>	<u>Many parking areas, walkways and unloading area do not meet minimum requirements No building entrances are depicted</u>
Maximum Illumination adjacent to Non-Residential (Section 2511.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Yes	
Cut off Angles (Section 2511.3.i & m)	All cut off angles of fixtures must be 90 degrees – City may waive cutoff requirement when historic or decorative fixtures used	Yes/ <b>No</b>	<u>Illuminated entrance structures do not meet cut-off requirements – City Council may waive cut-off requirement</u>

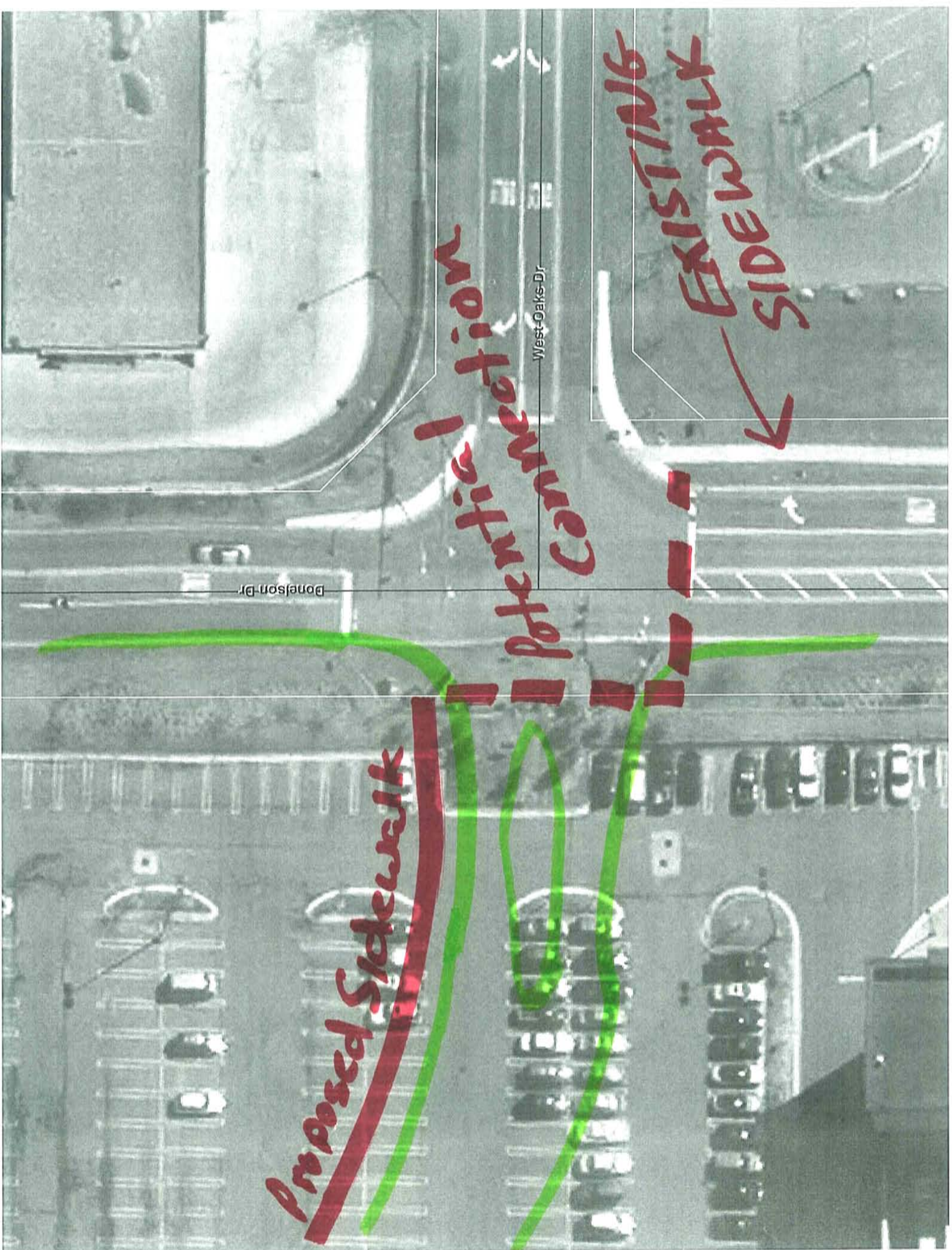
*Proposed Sidewalk*

*Potential Connection*

*EXISTING  
SIDEWALK*

Bonelson Dr

West-Oaks-Dr



## LANDSCAPE REVIEW





**PLAN REVIEW CENTER REPORT**  
April 16, 2007  
**Preliminary & Final Landscape Review**  
07-12 Twelve Mile Crossing / Donelson

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**Review Type**

Preliminary & Final Landscape Review

**Property Characteristics**

- Site Location: Donelson Road
- Site Zoning: RC
- Site Use(s): Commercial
- Plan Date: 3/9/07

**Recommendation**

**Preliminary and Final Landscape Site Plan for 07-12 Twelve Mile Crossing – Donelson is recommended provided the Applicant receives the necessary Planning Commission waivers** and addresses the following comments upon Stamping Set submittal.

**Ordinance Considerations**

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

1. Berms are typically required along the Donelson right-of-way. A wall may be acceptable contingent upon a **Planning Commission waiver. Staff would support the waiver due to the combination retaining walls and grade change that adequately screen the parking lot in the project area.**
2. Right-of-way planting requirements have been met.
3. Twenty five foot clear vision areas have been provided as required.
4. Please provide cross sections for the berm/wall areas on the Landscape Plan.

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

1. The Applicant is seeking a waiver on the 6 Canopy Street Trees required along Donelson Drive. The Applicant has proposed a future 8' wide bike path in this area, and available planting space is minimal. As the Applicant has provided these trees and more along the access roadway, **Staff supports a Planning Commission waiver on the location of the trees.**

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

1. A total of 2,272 SF of interior parking landscape area is required, and the Applicant has exceeded the requirement significantly.
2. A total of 30 Parking Lot Canopy Trees are required and have been provided.
3. Please depict areas for show storage on the plans.

**Parking Lot Perimeter Canopy Trees (Sec. 2509.3.c.(3))**

1. Perimeter Parking Lot Canopy Trees are required per 35 LF surrounding parking and access areas. The Applicant has adequately provided for the requirement.

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

1. As no building modifications are proposed, no Foundation Landscape is required. The Applicant has, however, provided some additional Foundation Landscaping in for aesthetic purposes.

**Plant List (LDM)**

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

**Planting Details (LDM)**

1. Please modify the Evergreen Planting Detail to show appropriate staking as attached on the City of Novi Landscape Detail Sheet.
2. All other details meet Ordinance and Landscape Design Manual requirements.

**Landscape Notes (LDM)**

1. Notations as provided meet Ordinance and Landscape Design Manual requirements.

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

1. An Irrigation Plan and Cost Estimate have been provided as required.

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



Reviewed by: David R. Beschke, RLA

## Landscape Review Summary Chart

Date: April 16, 2007

Project Name: Twelve Mile Crossing - Donelson  
 Project Location: Donelson Drive  
 Sp #: 07-12  
 Plan Date: 3/9/07  
 Review Type: Preliminary and Final Landscape Plan  
 Status: **Approval recommended with contingencies.**

Item	Required	Proposed	Meets Requirement	Comments
Name, address and telephone number of the owner and developer or association.(LDM 2.a.)	Yes	Yes	Yes	Include on plan sheets.
Name, Address and telephone number of RLA (LDM 2.b.)	Yes	Yes	Yes	Include on plan sheets.
Legal description or boundary line survey.(LDM 2.c.)	Yes	Yes	Yes	Include on plan sheets.
Project Name and Address (LDM 2.d.)	Yes	Yes	Yes	Include on plan sheets.
A landscape plan 1"-20' minimum. Proper North. (LDM 2.e.)	Yes	Yes	Yes	
Consistent Plans throughout set.	Yes	Yes	Yes	All plan sheets much match.
Proposed topography. 2' contour minimum (LDM 2.e.(1))	Yes	Yes	Yes	Provide proposed contours at 2' interval for the entire site.
Existing plant material. (LDM 2.e.(2))	Yes	Yes	Yes	Show location type and size. Label to be saved or removed. Plan shall state if none exists.
Proposed plant material. (LDM 2.e.(3))	Yes	Yes	Yes	Identify all, including perennials.
Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W. (LDM 2.e.(4))	Yes	Yes	Yes	
Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))	Yes	Yes	Yes	
Clear Zone (LDM 2.3.(5) - 2513)	Yes	Yes	Yes	
Zoning (LDM 2.f.)	Yes	Yes	Yes	Include all adjacent zoning.
Sealed by LA. (LDM 2.g.)	Yes	Yes	Yes	Requires original signature.
<b>Plant List (LDM 2.h.) – Include all cost estimates.</b>				
Quantities	Yes	Yes	Yes	
Sizes	Yes	Yes	Yes	Canopy trees must be 3" in caliper. Sub-Canopy trees must be 2.5" in caliper.
Root	Yes	Yes	Yes	
Type and amount of mulch	Yes	Yes	Yes	Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.

Item	Required	Proposed	Meets Requirement	Comments
Type and amount of lawn	Yes	Yes	Yes	Include in cost estimate.
Acceptable species	Yes	Yes	Yes	Per the Landscape Design Manual.
Diversity	Yes	Yes	Yes	Max. 20% Genus, 15% Species.
<b>Planting Details/Info (LDM 2.i.) – Utilize City of Novi Standard Details.</b>				
Deciduous Tree	Yes	Yes	Yes	
Evergreen Tree	Yes	Yes	No	Please modify the evergreen staking per the attached Landscape Detail sheet.
Shrub	Yes	Yes	Yes	
Perennial/ Ground Cover	Yes	Yes	Yes	
Transformers (LDM 1.e.5.)	NA			Provide 24" clear of plantings on all sides.
<b>Cross-Section of Berms / Walls (LDM 2.j.)</b>	<b>Yes</b>	<b>No</b>	<b>No</b>	<b>Provide cross sections including all proposed dimensions.</b>
ROW Plantings (LDM 1)	Yes	Yes	Yes	Include required calculations.
Walls (LDM 2.k.)	NA			Include required calculations.
<b>Landscape Notations – Utilize City of Novi Standard Notes.</b>				
Installation date (LDM 2.l.)	Yes	Yes	Yes	Provide intended date.
Statement of intent (LDM 2.m.)	Yes	Yes	Yes	Include statement of intent to install and guarantee all materials for 2 years.
Plant source (LDM 2.n.)	Yes	Yes	Yes	Indicate Northern grown nursery stock.
Miss Dig Note (800) 482-7171	Yes	Yes	Yes	All plan sheets.
Mulch type.	Yes	Yes	Yes	Natural color, shredded hardwood mulch.
2 yr. Guarantee	Yes	Yes	Yes	
Approval of substitutions.	Yes	Yes	Yes	City must approve any substitutions in writing prior to installation.
Tree stakes guy wires and tree wrap.	Yes	Yes	Yes	No wire or hose. Upright stakes only.
Maintenance	Yes	Yes	Yes	Include a minimum of one cultivation in June, July and August for the 2-year warranty period.
Car Parking (Landscape) Setback (2400)	Yes	Yes	Yes	Refer to Planning Review comments.
<b>Parking Area Landscape Calculations (LDM 2.0.)</b>				
A. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	NA			$A = 9918 \times 10\% = 991 \text{ sf}$
B. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	NA			$B = 25,600 \times 5\% = 1280 \text{ sf}$
C. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC,	NA			$C = \times 1\% = \text{sf}$

Item	Required	Proposed	Meets Requirement	Comments
EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district				
A. For: I-1 and I-2 Landscape area required due to # of parking spaces	NA	Yes	Yes	A = 7% x = SF
B. For: I-1 and I-2 Landscape area required due to vehicular use area	NA	Yes	Yes	B = 2% x = SF
C. For: I-1 and I-2 Landscape area required due to vehicular use area	NA	NA	NA	C = 0.5% x = SF
Total A, B and C above = Total interior parking lot landscaping requirement	Yes	Yes	Yes	Total interior landscaping required = A + B + C = 2,272 sf required and provided.
Parking lot tree requirement	Yes	Yes	Yes	30 required. 30 provided.
Perimeter greenspace Plantings	Yes	Yes	Yes	Perimeter trees provided at 1 per 35 LF.
<b>Parking Lot Plants</b>				
Max. 15 contiguous space limit	Yes	Yes	Yes	
Parking Land Banked	NA			
Interior Landscape requirements (LDM.2.p.)	Yes	Yes	Yes	Include calculations on landscape plan. Plant beds must be a min. 10' wide and 300 SF to qualify.
<b>Snow Deposit (LDM.2.q.)</b>	<b>Yes</b>	<b>Yes</b>	<b>No</b>	<b>Depict adequate areas on plan.</b>
Soil Type (LDM.2.r.)	Yes	Yes	Yes	Per USDA or borings.
Irrigation plan (LDM 2.s.)	Yes	Yes	Yes	Provide irrigation plan with final site plan.
Cost Estimate (LDM 2.t.)	Yes	Yes	Yes	Include estimate of irrigation system at Final Site Plan submittal.
Placement (LDM 3.a.(4) and Subdivision 4.03 B)	Yes	Yes	Yes	All plants except creeping vine type plantings, shall not be located within 4' of a property line. Do not plant trees within 15' of overhead utilities.
<b>Residential Adjacent to Non-residential</b>				
Berm requirements met (2509.3.a.)	NA			
Planting requirements met (LDM 1.a.)	NA			
<b>Adjacent to Public Rights-of-Way</b>				
<b>Berm requirements met (2509.3.b.)</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes/No</b>	<b>Waiver required for wall. Staff Supports.</b>
Planting requirements met (2509.3.b.- LDM 1.b.)	Yes	Yes	Yes	
<b>Street tree requirements</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes/No</b>	<b>Waiver required for location.</b>

Item	Required	Proposed	Meets Requirement	Comments
<b>met. (2509.3.b)</b>				<b>Staff supports.</b>
Detention Basin Plantings (LDM 1.d.(3))	NA			
<b>Subdivision requirements</b>				
R.O.W. and Street Trees (2509.3.f - LDM 1.d))	NA			
Single Family	NA			
40 wide non-access greenbelt				
Street Trees				
Islands and boulevards				
Multi family	NA			
Condo Trees				
Street trees				
Foundations plantings				
Non-Residential	NA			
Interior street trees				
Evergreen shrubs				
Subcanopy trees				
Plant massing				
Basin plantings				
Loading Zone Screening (2507)	NA			
Landscape Wall or Berm for OST loading zone screening (2302.A)	NA			
Wildlife Habitat Area (Wildlife Habitat Master Plan Map)	NA			
Subdivision Ordinance Appendix C - ROW Buffer Non-Access Greenbelt (402.B3, 403.F)	NA			
Subdivision Natural Features (403.C) Man-made Bodies of Water (403.D) Open Space Areas (403.E)	NA			

### Financial Requirements Review

To be completed at time of Final Site Plan Review.

Item	Amount	Verified	Adjustment	Comments
Full Landscape Cost Estimate	\$ 100,210			Includes street trees. Does not include irrigation costs.
Final Landscape Review Fee	\$ 1,503			1.5% of full cost estimate Any adjustments to the fee must be paid in full prior to stamping set submittal.

### Financial Requirements (Bonds & Inspections)

Item	Required	Amount	Verified	Comments
Landscape Cost Estimate	YES	\$ 108,210		Does not include street trees. Includes irrigation.
Landscape Financial Guaranty	YES	\$ 162,315 (150%)		This financial guarantee is based upon 150% of the verified cost estimate. For Commercial, this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Landscape Inspection Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 9,738		For projects up to \$250,000, this fee is \$500 or 6% of the amount of the Landscape cost estimate, whichever is greater.  This cash or check is due prior to the Pre-Construction meeting.
Landscape Administration Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 1,460		This fee is 15% of the Landscape Inspection Fee. This cash or check is due prior to the Pre-Construction meeting.
Transformer Financial Guarantee	NA	\$		\$500 per transformer if not included above. For Commercial this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Street Tree Financial Guaranty	NA	\$		\$400 per tree – Contact City Forester for Details See Landscape Review Letter for more information regarding Street Trees.
Street Tree Inspection Fee	NA	\$		6% of the Street Tree Bond as listed above. – Contact City Forester for Details
Street tree Maintenance Fee	NA	\$		\$25 per trees – Contact City Forester for Details
Landscape Maintenance Bond	YES	\$		10% of verified cost estimate due prior to release of Financial Guaranty (initial permit received after October 2004)

NOTES:

1. 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 2509, Landscape Design Manual and the appropriate items under the applicable zoning classification.
2. NA means not applicable.
3. Critical items that must be addressed are in bold.
4. 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.
5. For any further questions, please contact:

David R. Beschke, RLA  
City of Novi Landscape Architect  
45175 W. Ten Mile Road  
Novi, Michigan 48375-3024  
(248) 735-5621  
(248) 735-5600 fax  
dbeschke@cityofnovi.org



**TRAFFIC REVIEW**

April 13, 2007

Ms. Barbara E. McBeth  
Novi Planning Director  
45175 West Ten Mile Road  
Novi, MI 48375-3024



**Re: Twelve Mile Crossing/Donnelson – Preliminary – 1<sup>st</sup> Review**  
SP No. 07-12  
OHM Job No. 163-07-212

As requested, we have reviewed the preliminary site plan submitted for Fountain Walk Phase III. The plans were prepared by Giffels-Webster Engineers, Inc. and are dated March 9, 2007.

### **OHM RECOMMENDATION**

At this time, we do not recommend approval of the preliminary site plan. There are several items of concern, listed below, which should be addressed prior to being resubmitted.

### **DEVELOPMENT BACKGROUND**

- The site is currently zoned as RC (Regional Center).
- The applicant is proposing to construct a new entrance to the Fountain Walk development.
- The proposed Twelve Mile Crossing entrance will be a four-legged signalized intersection.

### **ROADWAY NETWORK**

The Fountain Walk development is located west of Donnelson Drive on the south side of Twelve Mile Road. Donnelson is a minor street that runs along the back side of the West Oaks development, just west of Novi Road. In the vicinity of the development, Twelve Mile Road and Novi Road are both under the jurisdiction of the Road Commission for Oakland County (RCOC). Twelve Mile Road is a boulevard with a posted speed limit of 45 MPH, while Novi Road has a posted speed limit of 40 MPH.

### **SITE PLAN CORRECTIONS**

1. Intersection Design: There are several problems with the proposed Twelve Mile Crossing entrance, including lane configuration, geometric design of the boulevard entrance, and lack of traffic signal plans. The plans currently show two inbound lanes, and two outbound lanes: one right-turn only, and one thru-only. However, given the overall site layout, coupled with the fact that Twelve Mile Road is a major thoroughfare, it is probable that many motorists will want to exit to the north. Therefore, a left turn lane for vehicles exiting the Fountain Walk development should be provided. The entrance should be reworked such that a dedicated EB left-turn lane is aligned center-to-center with the existing WB left-turn lane. The turn lanes must be directly aligned; an offset between the lanes would introduce left-turn conflicts, creating a safety hazard to motorists. Since the proposed median island is shown where the left turn lane needs to be, the island should be eliminated completely. The entrance should also be reconfigured to provide only one inbound lane to the site, which would eliminate the need for a merge just west past the intersection.

If the developer wishes to retain the boulevard entrance, significant changes to the geometry of the median island are required. In order to provide a properly aligned left turn lane, the nose of the island should be pulled back, and a gradual taper should be created to provide adequate storage for left-turning vehicles. The island should be extended to the west, and there should still be only one inbound lane. Please see the attached sketch.

In either of these configurations, extensive modifications to the existing traffic signal would be required, including providing pedestrian signals at all corners of the intersection. Depending on the type and condition of the signal and controller, it may be necessary to replace the signal altogether. We would expect the plans to include information about the proposed traffic signal improvements. The developer would be responsible for the full cost of these improvements.

Alternately, this intersection may be a good candidate for a roundabout. Upon initial evaluation, it appears that there would be adequate space to provide a single lane roundabout with a moderately-sized center island. The center left turn lanes could be modified to create raised splitter islands, and a portion of the center island could be used to place landscaping or decorative features. The roundabout option would also preserve much of the proposed boulevard entrance, without requiring any changes to the placement of the drainage structures. Although the proposed ornamental glass cubes would need to be shifted slightly to the west, all three could remain. A roundabout would also eliminate expenses associated with the traffic signal design and upgrades. We would be happy to work with the developer to design a roundabout for this location.

2. Sidewalk: Per City of Novi requirements, sidewalk should be provided along the entire frontage of the development. Although the plans indicate a future 8' bicycle path along Donnelson Drive, a City Council waiver would be required at this time. While we would prefer that sidewalk be provided in conjunction with the Twelve Mile Crossing project, we would at least expect that 'L'-shaped sidewalk connections with ADA-compliant sidewalk ramps be provided at all four corners of the signalized intersection. Without these connections, the sidewalk leading into the Fountain Walk site terminates at nothing.
3. Geometry: Given the proposed change in grade at this location, the plans should include a vertical profile and cross-sections for the entrance and aisle way.
4. Circulation Aisle: There is a taper on the east side of the north/south circulation aisle, kiddy-corner from Building E. The curbline should be modified to create a gradual taper along the entire length, as shown in the attached sketch.
5. Traffic Signs: The plans should include a traffic sign quantity table, indicating the quantity and dimensions of all proposed signs.
6. Parking: The Phase III improvement plan shows that the parking lot will be reconfigured to accommodate the entrance, and that twelve handicap parking spaces will be eliminated. An adequate number of ADA-complaint parking spaces should be retained in the parking area. Additionally, parking calculations should be shown on the plans.
7. Clear Sight Triangles: Clear sight triangles should be provided and clearly labeled on Sheets L-1 & L-2, at both the Twelve Mile Crossing intersection, as well as the intersection of the circulation aisles within the site. The sight lines should be shown as described in the Figure VIII-E of the City of Novi Design & Construction Standards. Any landscaping or obstruction that falls within the clear sight area should be modified accordingly.
8. Loading Zones: We note a large open area of pavement near the south edge of the Phase III project limits, just east of Building E. Although we believe this area is used as the loading zone for an existing building, it should be clearly labeled as such. Additionally, the orientation of grade doors for the loading docks should also be indicated on the plans.

If you have any concerns or questions, please feel free to contact us at 734-522-6711.

Sincerely,  
Orchard, Hiltz & McCliment, Inc.



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Stephen B. Dearing, P.E., PTOE.  
Manager of Traffic Engineering

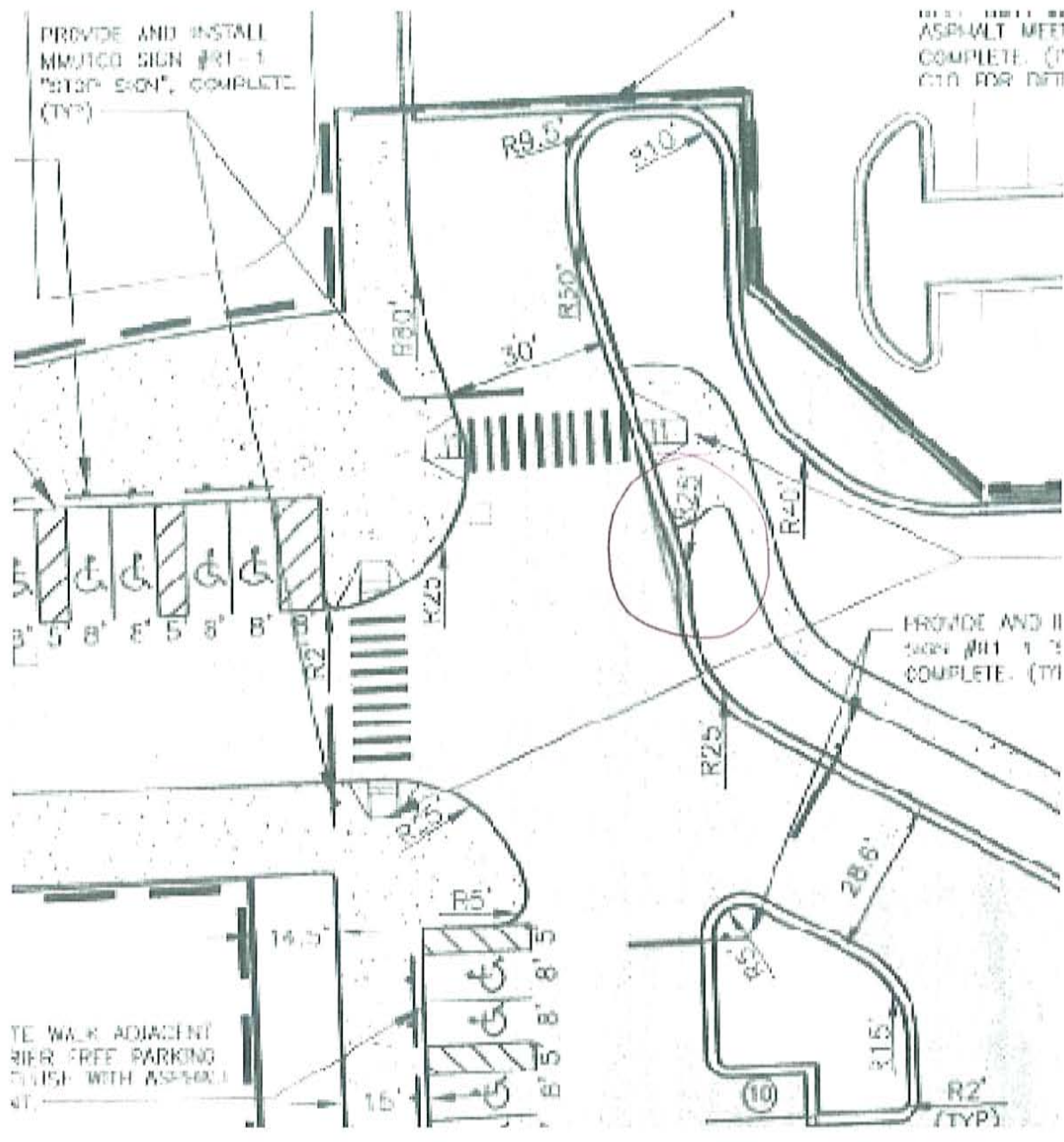


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Sara A. Merrill  
Traffic Engineer

PROVIDE AND INSTALL  
MUTED SIGN #R1-1  
"STOP SIGN", COMPLETE.  
(TYP)

PROVIDE AND INSTALL  
ASPHALT MESH  
COMPLETE. (1'  
MIN FOR DIST)



PROVIDE AND INSTALL  
MUTED SIGN #R1-1  
"STOP SIGN", COMPLETE.  
(TYP)

PROVIDE AND INSTALL  
MUTED SIGN #R1-1  
"STOP SIGN", COMPLETE.  
(TYP)

R2'  
(TYP)

# LIMITED PHASE PROJECT

TAP EXISTING SANITARY MANHOLE WITH 8" PVC SDR 26 PIPE AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

PROVIDE AND INSTALL NEW CATCH BASIN AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

PROVIDE AND INSTALL NEW SANITARY MANHOLE AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

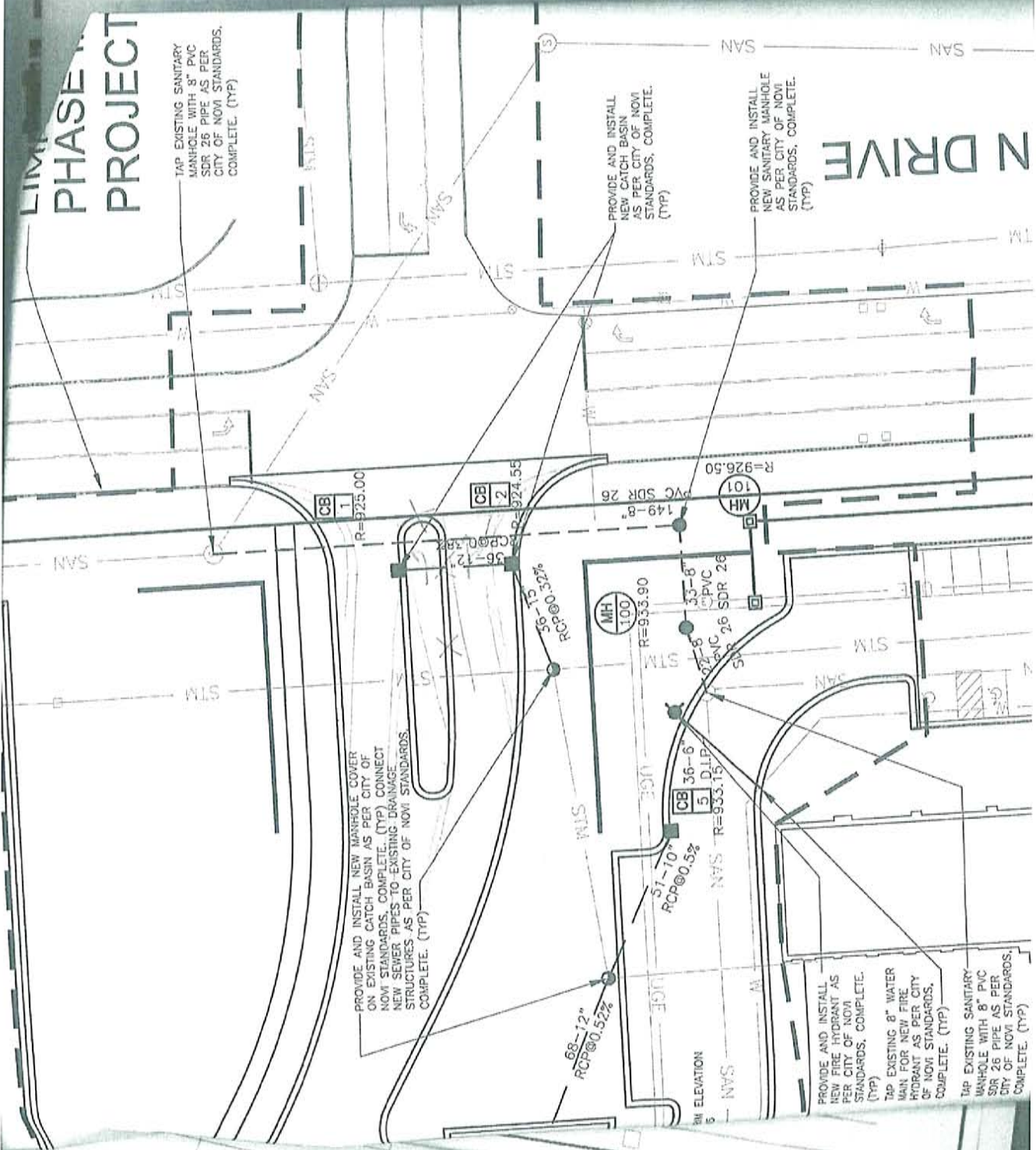
PROVIDE AND INSTALL NEW MANHOLE COVER ON EXISTING CATCH BASIN AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP) CONNECT NEW SEWER PIPES TO EXISTING DRAINAGE STRUCTURES AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

PROVIDE AND INSTALL NEW FIRE HYDRANT AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

TAP EXISTING 8" WATER MAIN FOR NEW FIRE HYDRANT AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

TAP EXISTING SANITARY MANHOLE WITH 8" PVC SDR 26 PIPE AS PER CITY OF NOVI STANDARDS. COMPLETE. (TYP)

# N DRIVE



## ENGINEERING REVIEW



## PLAN REVIEW CENTER REPORT

April 25, 2007

**Engineering Review**  
Twelve Mile Crossing/Donelson  
SP #07-12

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### **Petitioner**

HHT Devco, LLC, property owner

### **Review Type**

Preliminary/Final Site Plan

### **Property Characteristics**

- Site Location: Donelson Drive south of Twelve Mile
- Site Size: 2.34 acres
- Plan Date: March 19, 2007

### **Project Summary**

- Construction of a new entrance and revised parking west of Donelson Drive adjacent to the Donelson/West Oaks Drive intersection.
- Water service would remain the same with the addition of two new leads to fire hydrants.
- A portion of sanitary sewer would be relocated in the area of the new entrance to accommodate the required grading.
- Storm water would be collected to the existing system. Since this system was approved and constructed under previous requirements, no alterations to the system are required.

### **Recommendation**

**Approval of the Preliminary/Final Site Plan is recommended, with items to be addressed at Stamping Set submittal.**

### **Comments:**

The Preliminary/Final Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances and the Storm Water Management Ordinance with the following exceptions, which can be addressed at Stamping Set submittal:

#### **General**

1. The Non-domestic User Survey form shall be submitted to the City so it can be forwarded to Oakland County. This form was included in the original site plan package.



2. Provide sight distance measurements for the Donelson entrance in accordance with Figure VIII-E of the Design and Construction Standards.
3. Label the right-of-way for both sides of Donelson Drive on all relevant plan sheets. Verify that all fixed objects (lighted piers, etc.) and all pavers will not be placed within the road right-of-way.
4. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply the current MMUTCD standards.
5. Provide a traffic control plan for the road work activity proposed on Donelson Drive.
6. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
7. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided.
8. The construction access route shown on Sheet C3 does not connect to the proposed construction area. Revised access route or provide notation as appropriate.
9. Adjacent to the City of Novi right-of-way permit note (boxed note on most plan sheets), reference the requirement for an RCOC permit for the necessary traffic signal modifications proposed.
10. Add to note 17 under the Erosion Control Notes that if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Division for review.
11. The scale in the title block on drawing C8 is incorrect.
12. Donelson Drive is spelled incorrectly within the drawings in many locations.
13. Provide the City's standard detail sheets for water main, sanitary sewer and storm sewer.

#### Water Main

14. Show and label proposed and existing water main easements on the Utility Plan.
15. The hydrant lead longer than 25 feet shall be an 8-inch diameter lead. Additionally, a profile is required for all 8-inch water main proposed.
16. Place the hydrants at least 7 feet off back of curb.
17. Note that a tapping sleeve, valve and well will be provided at each connection to the existing water main.
18. Provide a note on the utility plan that all water main shall maintain a minimum of 5.5' of cover generally, and a minimum of 6' of cover when under the influences of pavement.
19. An MDEQ water main construction permit may be required for the proposed hydrants. If so, eight (8) sealed sets of utility plans and the MDEQ permit for water main construction should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

#### Sanitary Sewer

20. Show and label proposed and existing sanitary sewer easements on the Utility Plan.

21. Provide sanitary profiles for all proposed sanitary sewer. Verify the minimum slope (0.4-percent for 8-inch) and at least 4-foot of cover depth will be maintained.
22. A License Agreement will be required to allow the proposed retaining wall to cross the proposed sanitary easement.
23. Provide a testing bulkhead immediately upstream of the downstream sanitary connection point. Additionally, provide a temporary 1-foot deep sump in the last sanitary structure proposed upstream of the connection manhole, and provide a watertight bulkhead in the downstream side of this structure.
24. Five (5) sealed sets of revised utility plans and the MDEQ permit for sanitary sewer construction should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.
25. The MDEQ has implemented a streamlined review process that now includes a checklist in conjunction with the Part 41 sanitary sewer permit application. This checklist will be required for all MDEQ sanitary sewer permit submittals.

#### Storm Sewer

26. Provide storm sewer profiles for all proposed storm sewer. Verify 3-foot of cover depth is maintained over all proposed storm sewer.
27. Label the 10-year HGL on the new storm sewer profiles.

#### Paving & Grading

28. Show the existing sidewalk along the east side of Donelson Drive on all plan sheets.
29. Detectable warning surfaces are required at all barrier free ramps and hazardous vehicular ways. Detectable warning surfaces must be manufactured of a material approved by the City Engineer (stamped concrete not permitted). The barrier-free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the MDOT standard detail (R-28-F) for detectable surfaces, and label specific locations on the plans.
30. Curbing and walks adjacent to 17-foot stalls shall be reduced to 4-inches high, rather than the standard 6-inch height to be provided adjacent to 19-foot stalls. Provide additional details as appropriate.
31. Clarify spot grade labels to indicate whether the grade is top of pavement, gutter, curb, etc.

#### **The following must be submitted with the next plan submittal:**

32. A letter from either the applicant or the applicant's engineer must be submitted with the 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.**
33. An itemized construction cost estimate must be submitted to the Planning Department for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated

with construction of the building or any demolition work. **The estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving (square footage), right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

**The following must be submitted with the Stamping Set:**

(Please note that all documents must be submitted together as a package with the Stamping Set submittal. Partial submittals will not be accepted).

34. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Planning Department. This document is available on our website.
35. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Planning Department. This document is available on our website.

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

36. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application required). A grading permit fee in the amount of \$258.75 must be paid to the City Treasurer's Office.
37. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Chris Robbins at 248-844-5400 for more information.
38. Construction Inspection Fees in an amount to be determined must be paid to the City Treasurer's Office.
39. Water and Sanitary Sewer Fees must be paid or prior to the pre-construction meeting. Contact the Water & Sewer Department at 248-735-5642 to determine the amount of these fees.
40. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.
41. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information.
42. A permit for work within the right-of-way of Donelson Drive must be obtained from the City of Novi. The application is available from the City Engineering Division or on the City website and may be filed once the Final Site Plan has been submitted. Please contact the Engineering Division at 248-347-0454 for further information. Only submit the cover sheet, standard details and plan sheets applicable to the permit.

43. A permit for the traffic signal work proposed on Donelson Drive must be obtained from the Road Commission for Oakland County. Please contact the RCOC (248-858-4835) directly with any questions. The applicant must forward a copy of this permit to the City.
44. A permit for water main construction may be required from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved. Only submit the cover sheet, overall utility sheet, standard details and plan/profile sheets applicable to the permit.
45. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved. Only submit the cover sheet, overall utility sheet, standard details and plan/profile sheets applicable to the permit.
46. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Drain Commissioner.
47. Permits for the construction of each retaining wall must be obtained from the Building Department (248-347-0415).

**The following must be addressed prior to approval for the development:**

48. All easements and agreements referenced above, must be executed, notarized and approved by the City Attorney and City Engineer.
49. A Bill of Sale for each utility conveying the improvements to the City of Novi must be submitted to the Planning Department. This document is available on our website.
50. **Unless otherwise requested**, Spalding DeDecker will prepare the as-built drawings for this development. If requested to allow the applicant's engineer to prepare the as-builts, either as-built drawings or a mylar copy of the construction plans (exclusive of landscape and utility detail sheets) must be submitted to Spalding DeDecker for review. These items must be provided in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.
51. Submit to the Engineering Division Waivers of Lien from any parties involved with the installation of each utility as well as a Sworn Statement listing those parties and stating that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
52. Submit a Maintenance Bond to the Engineering Division in amount to be determined (equal to 25 percent of the cost of the construction of the utilities to be accepted). This bond must be for a period of two years from the date of formal acceptance by City Council. This document is available on our website.
53. Submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties signing the Easement and Bill of Sale documents have the legal authority to do so. Please be sure that all parties of interest shown on the title policy (including mortgage holders) either sign the easement documents themselves or a Subordination Agreement. Please be

aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.

Please contact Benjamin Croy, PE at (248) 735-5635 with any questions or concerns. Contact Angie Pawlowski at (248) 735-5631 prior to submission of Stamping Sets.



cc: Rob Hayes, City Engineer  
Mark Spencer, Planning Dept  
Zora Singer, Water & Sewer Dept.  
Tina Glenn, Water & Sewer Dept.  
Sheila Weber, Treasurer's  
Byron Hanson; Spalding DeDecker

## FAÇADE REVIEW

# METCO SERVICES, INC.

ENGINEERS, ARCHITECTS & SURVEYORS

23917 Cass St. · Farmington · Michigan · 48335 · (248) 478-3423 · Fax (248) 478-5656

April 16, 2007

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

Attn: Ms. Barb McBeth – Director of Planning

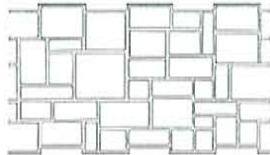
Re: FACADE ORDINANCE – Revised Preliminary Site Plan Approval  
PROJECT – **Twelve Mile Crossing / Donelson** (SP# 07-12)  
FAÇADE REGION - 1  
ZONING DISTRICT – RC  
Size: Two opposing retaining wall systems and three illuminated piers

Dear Ms. McBeth:

The following is the Preliminary Site Plan Review of the drawings prepared by McKenna Associates, dated 03-09-07 for compliance with Novi Ordinance 2520; the Façade Ordinance. The project consists of two opposing retaining wall systems and three internally illuminated piers at the Donelson Drive Entrance. The bases of the pier and landscape walls are considered accessory (gateway) structures and are considered within the scope of the façade ordinance. The illuminated glass forms are deemed as an artistic light structure and do not fall within the guidelines of the façade ordinance.

The materials for all structures are comprised of the following:

90% - Cut Slate Veneer in Ashlar Pattern	Maximum allowed – 50% - (exceeds)
10% - Limestone cap	Maximum allowed – 50% - (ok)



Example of Ashlar Pattern

## Recommendations:

1. The percentage of Slate Veneer exceeds the maximum allowed by the ordinance which is 50%.
2. The proposed design also does not incorporate the use of a brick material. Region 1 requires a minimum of 30% on each façade. [Schedule Regulating Façade Materials and Note 9].
3. The applicant will be required to supply a material sample board showing physical samples of all façade materials. (Section 2520, Item 4d).
4. It is our recommendation that the applicant apply for a Section 9 waiver for the materials exceeding the ordinance and relief for the 30% minimum clay brick requirement.

If you have any questions regarding this matter, please contact me at your convenience.

Sincerely,  
Metco Services

  
Douglas R. Necci AIA

## **FIRE REVIEW**





**city of novi**  
FIRE DEPARTMENT

April 5, 2007

TO: Barbara McBeth, Director of Planning  
Planning & Community Development, City of Novi

RE: Twelve Mile Crossing (f.k.a. Fountain Walk Mall), SP07-12  
Twelve Mile & Donelson Rd.  
Fire Department Review

Dear Ms. McBeth,

The above plan has been reviewed and it is **Recommended for Approval**.

Sincerely,

Michael W. Evans  
Fire Marshal

cc: file