



# PLANNING COMMISSION MINUTES

Draft

CITY OF NOVI

Regular Meeting

Wednesday, January 12, 2011 | 7 PM

Council Chambers | Novi Civic Center | 45175 W. Ten Mile  
(248) 347-0475

## CALL TO ORDER

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

## ROLL CALL

**Present:** Member Greco, Member Gutman, Member Larson, Member Lynch (arrived at 7:03 PM), Member Meyer, Chairperson Pehrson, Member Prince

**Also Present:** Barbara McBeth, Deputy Director of Community Development; Kristin Kolb, City Attorney; Kristen Kapelanski, Planner; David Beschke, Landscape Architect; Lindon Ivezaj, Engineer

**Absent:** Member Baratta (excused), Member Cassis (excused)

## PLEDGE OF ALLEGIANCE

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

## APPROVAL OF AGENDA

Moved by Member Gutman, seconded by Member Larson:

## VOICE VOTE ON THE AGENDA APPROVAL, MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LARSON.

**Motion to approve the January 12, 2011 Planning Commission Agenda. Motion carried 6-0.**

## AUDIENCE PARTICIPATION

No one from the audience wished to speak.

## CORRESPONDENCE

There was no correspondence.

## COMMITTEE REPORTS

There were no committee reports.

## COMMUNITY DEVELOPMENT DEPUTY DIRECTOR REPORT

Deputy Director McBeth reported that the Walmart proposal and the Building X.1 proposal were approved by City Council on January 10, 2011 and the required variances were granted by the Zoning Board of Appeals on January 11, 2011.

Deputy Director McBeth noted that if any Planning Commission members had any items for the upcoming budget cycle please let her know by the end of the month.

## CONSENT AGENDA - REMOVALS AND APPROVAL

### 1. TEN MILE CLEANERS, ZCM10-61

Consideration of the request of Ten Mile Cleaners for Preliminary Site Plan approval and a Section 9 Façade Waiver. The subject property is located at 41360 Ten Mile Road, on the north side of Ten Mile Road, east of Meadowbrook Road in the B-1, Local Business District. The applicant is proposing to redesign the front façade of the existing vacant retail space for a drop-off dry cleaner.

Moved by Member Gutman, seconded by Member Larson:

**VOICE VOTE ON THE CONSENT AGENDA, MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LARSON.**

**Motion to approve the January 12, 2011 Consent Agenda. *Motion carried 7-0.***

**PUBLIC HEARINGS**

**1. JO DRIVE RENOVATION SP10-46**

Public Hearing at the request of Schonscheck, Inc. for Special Land Use Permit and Preliminary Site Plan approval. The subject property is located in Section 24, at 41107 Jo Drive, north of Grand River Avenue and south of Jo Drive, in the I-1, Light Industrial District. The subject property is approximately 2.27 acres and the applicant is proposing to add automobile repair uses and outdoor car storage to the existing Cadillac vehicle preparation facility.

Planner Kapelanski stated that the applicant is proposing to add automobile repair uses to the existing Cadillac vehicle prep facility on the south side of Jo Drive, north of Grand River Avenue.

The subject property is zoned I-1, Light Industrial and the properties surrounding it are also zoned I-1.

Automobile repair facilities do require Special Land Use approval in the I-1 District and the Planning Commission should consider the findings listed in Section 2516.2.c of the Ordinance. The applicant is currently using the facility for minor work to prep cars for sale such as car cleaning and accessory installation which all takes place inside the existing building. The applicant would like the flexibility to do minor repair work such as wheel alignment, brake service, etc.

Staff is recommending approval of the Special Land Use permit request and the required Noise Impact Statement has been included in the applicant's response materials. The applicant will be seeking a variance from the Zoning Board of Appeals to allow outdoor car storage, which is not permitted by the Ordinance. Patrons of the related Cadillac car dealership would not be permitted to visit the subject property as car dealerships are not permitted in the I-1 District and staff recommends the Planning Commission include that condition in the approval motion should they choose to approve the permit.

Steve Perkos with Schonscheck came forward representing the owners of Cadillac of Novi. Planner Kapelanski did a good job of summarizing everything and he wanted to add that really the sole purpose of this facility is to relieve the on-site pressure for Cadillac of Novi. Ever since they converted from the Hummer Dealership to Cadillac they have been doing great business. They will be coming back in the following months to talk about the dealership renovations that they are going to be forced to make through General Motors. Currently they are just would like to make the Jo Drive property more flexible, so they can perform more services than just auto detailing. They will seek a variance for parking on the perimeter of the property.

Mr. Perkos stated that Planner Kapelanski asked them to address some issues with staffing and holding some parking and Cadillac has committed to save the 38 spaces per Ordinance requirements for employee parking. There is no intent to bring customers to this facility and porters will be shipping cars back and forth and at most there will be about 8 service technicians. The detailing portion of the service would still require a couple of people to wash cars. There will only be 8-10 employees at any given time.

Chair Pehrson asked if there was anyone in the audience that would like to address the Planning Commission on this matter.

Seeing none, Chair Pehrson asked if there was any correspondence.

Member Greco answered in saying there was none.

Chair Pehrson then closed the public hearing portion and turned it over to the Planning Commission for their consideration.

Member Lynch stated that it seems like all they are asking for is to abide by what General Motors is requiring of the Cadillac dealership. He does not have any issues with the request.

Member Gutman stated that he was in agreement with the request as well.

Motion made by Member Gutman, seconded by Member Lynch:

**ROLL CALL VOTE ON THE SPECIAL LAND USE APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH.**

In the matter of the request of Jo Drive Renovation, SP 10-46, motion to approve the Special Land Use permit, subject to the following: (a) Planning Commission finds under Section 2516.2.c for the Special Land Use permit, that, relative to other feasible uses of the site: The proposed use will not cause any detrimental impact on existing thoroughfares; The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property and the surrounding neighborhood due to the fact that the proposed operation will not generate a substantial amount of noise or adverse impact; The proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use; The proposed use will promote the use of land in a socially and economically desirable manner; The proposed use is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located as noted in the staff review letters; (b) No vehicle undercoating, body repair and collision work, painting, tire recapping or auto dismantling is permitted; (c) Zoning Board of Appeals variance for outside vehicle storage longer than twenty-four hours; (d) No wrecked or partially dismantled vehicles may be stored outside; (e) New or used car sales are not permitted and patrons of the associated dealership are not permitted to visit the subject property; and (f) Compliance with all conditions and requirements listed in the staff and consultant review letters. This motion is made because the plan is otherwise in compliance with Article 19, Article 24 and Article 25 and all other applicable provisions of the Zoning Ordinance. *Motion carried 7-0.*

Motion made by Member Gutman, seconded by Member Lynch:

**ROLL CALL VOTE ON THE PRELIMINARY SITE PLAN APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH:**

In the matter of Jo Drive Renovation, SP 10-46, motion to approve the Preliminary Site Plan, subject to the following: (a) Zoning Board of Appeals variance for outside vehicle storage longer than twenty-four hours; and (b) Compliance with all conditions and requirements listed in the staff and consultant review letters. This motion is made because the plan is otherwise in compliance with Article 19, Article 24 and Article 25 and all other applicable provisions of the Zoning Ordinance. *Motion carried 7-0.*

**2. TEXT AMENDMENT 18.246**

Public Hearing for Planning Commission's recommendation to the City Council for consideration to amend the City of Novi Zoning Ordinance at Article 19, I-1 Light Industrial District, in order to permit accessory buildings and structures as principal permitted uses in limited instances, to require a Noise Impact Statement instead of a Noise Analysis for some uses, to allow more than one outdoor storage tank where necessary and to address minor inconsistencies in the Zoning Ordinance.

Planner Kapelanski noted staff has proposed a text amendment to update the I-1 District Zoning Ordinance to address several deficiencies and general clean-up items. The proposed changes include the allowance of more than one outdoor storage tank provided Fire Code requirements are met and revising the accessory structure provisions to allow structures accessory to principal permitted uses as principal permitted uses. Miscellaneous changes include listing medical offices as a principal permitted use, requiring the submission of a Noise Impact Statement instead of a Noise Analysis for certain uses and removing auto undercoating shops as a permitted use in the I-1 District.

Chair Pehrson asked if anyone from the audience would like to address the Planning Commission on this particular item.

Seeing none, Chair Pehrson asked if there was any correspondence.

Member Greco answered in saying there was no correspondence.

Chair Pehrson then closed the public hearing and turned it over to the Planning Commission for their consideration.

Motion made by Member Lynch and seconded by Member Prince:

**In the matter of Text Amendment 18.246, to amend the City of Novi Zoning Ordinance at Article 19, I-1 Light Industrial District, motion to recommend approval to the City Council of the proposed amendment as presented.**

Chair Pehrson asked Planner Kapelanski why the Ordinance currently listed the manufacture of specific items as opposed to the manufacture of items in general.

Planner Kapelanski explained to Chair Pehrson that this is how the ordinance currently reads. If the Commission would like, staff could look at trying to simplify that.

Chair Pehrson explained if someone came in and wanted to manufacture something that isn't on the list, he was concerned it wouldn't be permitted. Perhaps a broad manufacturing use could be included.

Planner Kapelanski stated that staff could look into that.

**ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL OF TEXT AMENDMENT 18.246 MADE BY MEMBER LYNCH AND SECONDED BY MEMBER PRINCE.**

**In the matter of Text Amendment 18.246, to amend the City of Novi Zoning Ordinance at Article 19, I-1 Light Industrial District, motion to recommend approval to the City Council of the proposed amendment as presented. *Motion carried 7-0.***

**3. TEXT AMENDMENT 11-100.40**

Public Hearing for Planning Commission's recommendation to the City Council for consideration to amend Chapter 28, "Signs" of the City of Novi Code, at Section 28-1, "Definitions" and at Section 28-5, "Permitted According to District" in order to include definitions and standards to allow promotional wall signs in the EXO, Exposition Overlay District and EXPO, Exposition District.

Planner Kapelanski stated that this is an applicant initiated text amendment and the applicant has proposed modifying the Sign Ordinance to allow promotional signs in the EXO and EXPO Districts. There are two versions of the amendment included in the packet, the applicant's version and the staff version. Staff has been

working with the applicant on the amendment and staff and the applicant generally agree with the staff version of the amendment with a few exceptions.

The staff version of the amendment would add promotional wall signs to the Sign Ordinance as a permitted sign in the EXO District only and only for exposition facilities. These signs would be permitted to be up to 360 square feet. As a point of reference, the applicant has installed temporary signs on the existing facility as an example of what may be installed should the amendment be adopted. These temporary signs are approximately 480 square feet. The applicant has agreed to the decrease in size to 360 square feet as recommended by staff.

The staff version of the amendment also recommends a maximum of two promotional wall signs be permitted, one on each side of the building. The applicant does not agree with this modification and would like to permit up to four promotional wall signs, two on each side of the building.

Planner Kapelanski concluded noting the Planning Commission is asked to hold the public hearing and make a recommendation to Council on the proposed amendment. The applicant has addressed items in the response letter that are not related to the proposed amendment. The Planning Commission is asked to consider this evening only those changes included in the proposed amendment as the public notice did not include the additional items mentioned in the applicant's response letter.

Blair Bowman with TBON, LLC came forward as the applicant and wanted to thank both the administration and the Planning Commission for considering this request. He previously came before the Planning Commission and then the City Council to talk about the potential for some billboard style signage. At that time, there was an indication that maybe the center should look more towards some other opportunities more specific to the needs of the showplace.

Mr. Bowman looked at some other facilities and examined with the customers what they felt would be the best approach to things. Good signage is often referred to as the number one or number two way that people are delivered information about what is happening at the facility.

Mr. Bowman explained that the example that was up for the Pet Expo was a really good example. Getting the word out really helped and the signage was referred to many times in the exit survey that was conducted. The new banner signage or the sign on the wall was mentioned as the reason why a patron got information about the event. Mr. Bowman is trying to find reasonable ways to assist the show community. They are facing challenges and the attendance has somewhat decreased on the general public exposition side of things and the other exposition business has helped level that out. These are the types of events that bring people into the community to visit the restaurants and patronize the shops.

A considerable amount of other requests relating to signage issues are included in the packet. The exposition facility is now known as the Suburban Collection Showplace and with that name change the branding of the facility is also being examined. Quite frankly, there is a pretty significant lack of any identification along Grand River Avenue. If a driver misses the small marquee, there is nothing else on Grand River Avenue that indicates what this 360,000 square foot building is. Since those types of issues cannot be considered tonight, Mr. Bowman is here to speak mostly about the promotional signs.

Mr. Bowman stated that he is also asking both the administration and this body what the most expeditious way is regarding the other items. There are several examples that have been included to demonstrate other places comparable signage is installed. The pictures of the temporary mock-up do not accurately represent the type of signage that will be installed. It will have a very adhered and professional look and it will be adhered to the building. If four signs are permitted, then a 360 square foot limit on the signage is acceptable. The expanse of this building is over half a mile worth of frontage and the additional signage makes sense with the multiple events that could be going on at one time.

Chair Pehrson asked if there was anyone in the audience that would like to address the Planning Commission on this particular matter.

Seeing none, Chair Pehrson asked if there was any correspondence.

Member Greco answered in saying there was no correspondence.

Chair Pehrson then closed the public hearing portion and turned it over to the Planning Commission.

Member Lynch asked the applicant why he wouldn't consider putting in LED displays where they can be changed electronically. Member Lynch is concerned about the size of the signage and the overall look.

Mr. Bowman answered the temporary mock-up does not accurately depict the quality of the permanent signage. It is going to be very consistent with those more fixed examples in the packet and will be professionally installed. LED signage is what was previously proposed and if that is something that is truly possible, Mr. Bowman would be pleased to go and look at that and what it would cost. But he didn't know that was a possibility.

Member Lynch stated that would be the ideal thing to do.

Chair Pehrson stated that there are ordinances regarding changeable copy signs.

Member Lynch said he would like to have the signage look nice and fit in with the character of the rest of Novi. He would prefer to see a fixed LED sign on the four corners of the building.

Mr. Bowman stated that he would not be opposed at all to allowing such signage for a period of time, maybe a year. He would consider placing the temporary static signs for a year and in that time he could look into the cost of electronic signage.

Member Lynch explained that he understands the initial capital expense and it would be expensive but long term people drive down the road or the expressway will be able to look and see what is happening at the facility.

Mr. Bowman stated that he would like to get the text amendment passed and then examine over the course of the next year more permanent style issues if the City was interested in doing that. Mr. Bowman would love that opportunity and could get information on what it would entail and if it was feasible. He is somewhat concerned about the cost.

Member Lynch stated that the exposition facility is something that is going to be there for a long time and he would like to see it successful and see something permanent.

Mr. Bowman explained that the permanent signage will be in a frame and up-lit versus the temporary down lighting and it will be considerably different.

Member Lynch stated he is leaning toward approving the text amendment that the staff recommended.

Member Meyer asked if he read this correctly, this is eight signs.

Mr. Bowman answered in saying it is only four signs and he knows they are proposing large square footages but with the scale of the building, it is going to be a very modest amount and the signs will be immediately next to each other in two locations. There will be four frames with two immediately next to each other on the

far west end where the temporary signage was displayed. On the east end, he is proposing to work with the staff on the location of the signage. The idea is to get the public to know what events are taking place and planned. It is interesting to note that at the old Expo Center there was a changeable letter sign with current events posted on one side and coming events on the other.

Member Meyer wanted to just make sure he was clear about that because he thought maybe Mr. Bowman was asking for a sign for each side.

Mr. Bowman answered no, just on the freeway side.

Member Meyer stated that if he heard correctly, the applicant is okay with the three hundred and sixty square feet.

Mr. Bowman answered he is as long as four signs are permitted. If only two were permitted, he would prefer the four hundred eighty square feet.

Member Meyer stated that he served on the ZBA for four years and heard many times that the City should not be turned into streets of signs. On the other hand, Member Meyer wants to encourage business and agrees with Member Lynch that the City should help promote the Suburban Collection Showplace however it can.

Member Larson asked Mr. Bowman if the sign material would be similar to what's used on freeway billboards.

Mr. Bowman stated that they are going to be of more durable material and they are made to last approximately three years and the freeway signage lasts only one year.

Member Greco addressed Mr. Bowman and asked if the rendering in the packet was generally to scale.

Mr. Bowman answered said it is close but not exactly to that scale. The temporary signage is 24 feet x 20 feet and totaled four hundred and eighty square feet.

Member Greco addressed Planner Kapelanski and with respect to the signs, the two versus four and the four smaller ones, Member Greco understands there are no signs there and appreciates baby steps rather than leaps and bounds with the additional permitted signage and asked if the staff have a particular objection regarding what is being offered here regarding the one sign versus the two.

Planner Kapelanski answered generally the sign ordinance allows a business to have a ground sign or a wall sign and it is really intended as Member Meyer was referencing to prevent Novi from becoming a place with signs everywhere. Staff does not think it's appropriate to go down the slope where the City is allowing any businesses to have four signs, plus a ground sign, plus a wall sign. Staff is trying to keep with the intent of the sign ordinance to limit the amount of signs, but still allow businesses to properly advertise.

Member Greco stated that this text amendment is for the EXO area exclusively and it is rather unique use and he would rather have more information than less along the highway and id tending to favor the applicant's suggestion rather than the staff's, with respect to the number of signs.

Member Gutman stated that he echoes Member Greco's sentiments and this is a unique situation and he is not worried about Novi being inundated with signs.

Motion made by Member Gutman, seconded by Member Larson:

**In the matter of City Code Amendment 11-100.40, motion to recommend approval to the City Council of the staff version of the proposed amendment with the except that four signs be permitted as**

suggested by the applicant.

Chair Pehrson stated he would support the motion as well given the unique nature of the use.

**ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL OF CITY CODE AMENDMENT 11-400.40 MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LARSON.**

**In the matter of City Code Amendment 11-100.40, motion to recommend approval to the City Council of the staff version of the proposed amendment with the exception that four signs be permitted as suggested by the applicant. *Motion carried 7-0.***

Mr. Bowman stated that he didn't want to belabor any further signage issues, but he included the additional signage information to get the review process started.

**MATTERS FOR CONSIDERATION**

**1. DFCU, SP10-49**

Consideration of the request of DFCU Financial for Preliminary Site Plan approval. The subject property is located in Section 24, on the north side of Ten Mile Road, west of Haggerty Road, in the OS-1, Office Service District. The subject property is approximately 2.39 acres and the applicant is proposing to construct a 4,200 square foot credit union with drive-through facilities.

Planner Kapelanski stated that the site is located on the north side of Ten Mile Road, just west of Haggerty Road and is bordered by medical office uses in all directions. The zoning of the property is OS-1, Office Service and it is bordered by OS-1 in all directions. The property is master planned for Community Office uses and there are no natural features on the site.

Planner Kapelanski stated that the applicant is proposing a 4,200 square foot credit union with drive-through facilities, associated parking and landscaping. The planning review recommends approval of the Preliminary Site Plan and Stormwater Management Plan. The engineering review recommended approval of the Preliminary Site Plan and Stormwater Management Plan provided the applicant complies with the RCOC requirements to extend the center left turn lane on Ten Mile Road. The traffic review, landscape review and fire review all recommended approval of the Preliminary Site Plan. The façade review recommended approval of the plan and the required Section 9 waiver for the overage of asphalt shingles noting that the shingles will enhance the overall design of the building.

Mark Winnick, Vice President Facilities DFCU came forward and stated they are very excited to become part of the Novi community. We have been looking for a site for several years that could serve the existing membership base. Currently members are going to the Service Center at Ten Mile Road and Meadowbrook Road where they only complete very basic transactions. DFCU is hoping to serve the members much better by having a presence in Novi.

Member Gutman stated that he looked forward to this new business within the community.

Motion made by Member Gutman, seconded by Member Lynch:

**In the matter of the request of DFCU, SP 10-49, motion to approve the Preliminary Site Plan, subject to the following: a. Section 9 Waiver for the overage of asphalt shingles on all facades; and b. Compliance with all conditions and requirements listed in the staff and consultant review letters because the plan is otherwise in compliance with Article 11, Article 24 and Article 25 and all other applicable provisions of the Zoning Ordinance.**



Chair Pehrson asked Mr. Winnick if they were going to keep the existing facility at Ten Mile Road and Meadowbrook Road.

Mr. Winnick stated that it is a separate entity and a service center that serves multiple credit unions. DFCU members still would be able to go there. It seems when a branch is built, members migrate to go to the branch as opposed to the service center.

**ROLL CALL VOTE ON APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BE MEMBER LYNCH.**

**In the matter of the request of DFCU, SP 10-49, motion to approve the Preliminary Site Plan, subject to the following: a. Section 9 Waiver for the overage of asphalt shingles on all facades; and b. Compliance with all conditions and requirements listed in the staff and consultant review letters because the plan is otherwise in compliance with Article 11, Article 24 and Article 25 and all other applicable provisions of the Zoning Ordinance. *Motion carried 7-0.***

Motion made by Member Gutman, seconded by Member Lynch:

**ROLL CALL VOTE ON STORMWATER MANAGEMENT PLAN APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH.**

**In the matter of DFCU, SP 10-49, motion to approve the Stormwater Management Plan, subject to compliance with all conditions and requirements listed in the staff and consultant review letters because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance. *Motion carried 7-0.***

**2. APPROVAL OF THE DECEMBER 8, 2010 PLANNING COMMISSION MINUTES**

Moved by Member Gutman, seconded by Member Lynch:

**VOICE VOTE ON DECEMBER 8, 2010 PLANNING COMMISSION MINUTES APPROVAL MOTION MADE BY MEMBER GUTMAN AND SECONDED BY MEMBER LYNCH.**

**Motion to approve the December 8, 2010 Planning Commission minutes. *Motion carried 7-0.***

**CONSENT AGENDA REMOVALS FOR COMMISSION ACTION**

There were no Consent Agenda Removals

**MATTERS FOR DISCUSSION**

There were no Matters for Discussion.

**SUPPLEMENTAL ISSUES**

There were no Supplemental Issues.

**AUDIENCE PARTICIPATION**

Artur Kokaj came forward from Stempien Associates and noted his address is 30718 Tamarack Wixom, MI. He was here to represent the Ten Mile Cleaners and apologizes for his tardiness but he got lost on his way here.

Chair Pehrson stated that the project was approved.

**ADJOURNMENT**

Moved by Member Lynch, seconded by Member Meyer:

**VOICE VOTE ON MOTION TO ADJOURN MADE BY MEMBER LYNCH AND SECONDED BY MEMBER MEYER.**

**Motion to adjourn the January 12, 2011 Planning Commission meeting. *Motion carried 7-0.***

The meeting adjourned at 7:50 PM.

Transcribed by Juanita Freeman  
January, 2011  
Date Approved:

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Richelle Leskun, Planning Assistant