



## FELDMAN AUTOMOTIVE JSP16-31

### Feldman Automotive JSP 16-31

Public hearing at the request of Feldman Automotive for Planning Commission's approval of Special Land Use. The subject property has split zoning of P-1 (Vehicular Parking) at the south and B-3 (General Business) at the north and is located in Section 23, on the south side of Grand River Avenue between Novi Road and Meadowbrook Road. The subject property is approximately 1.67 acres and the applicant is proposing to improve the parcel for parking for sale of new, unlicensed motor vehicles and outdoor space for exclusive sale of new or used automobiles.

### REQUIRED ACTION

Hold the public hearing as advertised, but postpone decision on the Special Land Use until revised plans are submitted.

**The Applicant is requesting to postpone in order to make further modifications to the site plan.**

REVIEW	RESULT	DATE	COMMENTS
Planning	<b>Approval NOT Recommended</b>	10-24-16	<ul style="list-style-type: none"> <li>• <b>Special Land Use approval for parking for sale vehicles.</b></li> <li>• <b>Waiver from Noise Impact Statement required by Special Land Use and Use Standards.</b></li> <li>• ZBA Variance: lack of 10 ft. berm adjacent to residential per Sec. 4.74.3.</li> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Engineering	Approval Recommended	11-11-16	<ul style="list-style-type: none"> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Landscape	Approval Recommended	11-27-16	<ul style="list-style-type: none"> <li>• <b>Waiver for lack of a berm along Grand River Avenue (staff supports).</b></li> <li>• <b>Waiver for street trees along Grand River Avenue (staff supports).</b></li> <li>• <b>Waiver for parking lot perimeter canopy trees (staff supports).</b></li> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Wetland	Approval Recommended	11-02-16	<ul style="list-style-type: none"> <li>• Wetland Permit (minor) and Wetland Buffer Authorization administrative approval required.</li> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Woodland	Approval Recommended	11-02-16	<ul style="list-style-type: none"> <li>• Woodland Permit, Woodland Fence, and Woodland Conservation Easement required.</li> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Traffic	Approval Recommended	11-07-16	<ul style="list-style-type: none"> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>
Fire	Approval Recommended	06-09-16	<ul style="list-style-type: none"> <li>• Items to be addressed on the Final Site Plan submittal.</li> </ul>

**MOTION SHEET**

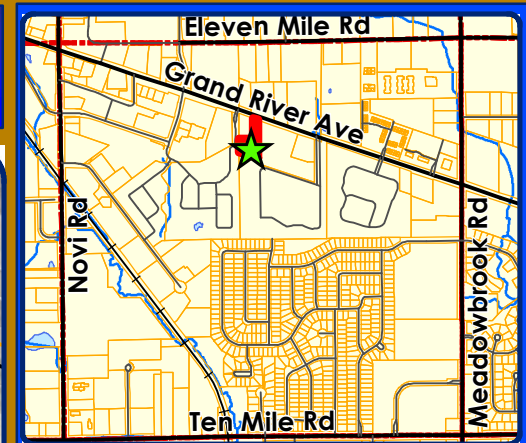
**Postpone – Special Land Use Permit**

In the matter of Feldman Automotive, JSP16-31, motion to **postpone** the Special Land Use Permit for the following reasons...*(because the applicant intends to make further modifications to the Preliminary Site Plan and has requested that the matter be postponed until those changes are submitted for review).*

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Maps  
Location  
Zoning  
Future Land Use  
Natural Features

# JSP16-31: Feldman Automotive Location Map



### LEGEND

 Sections



## City of Novi

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

Map Author: Kirsten Mellem

Date: 11/23/2016

Project: JSP16-31: Feldman Automotive

Version #: 2



1 inch = 83 feet



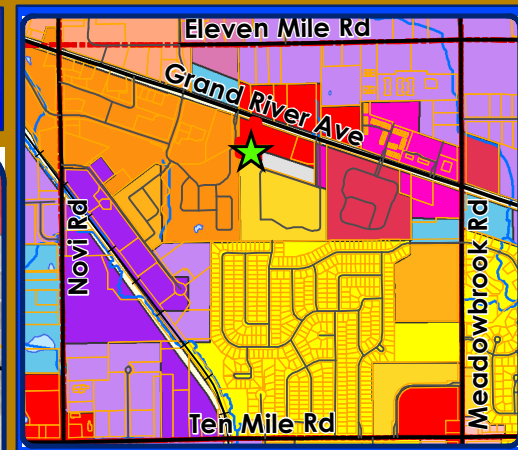
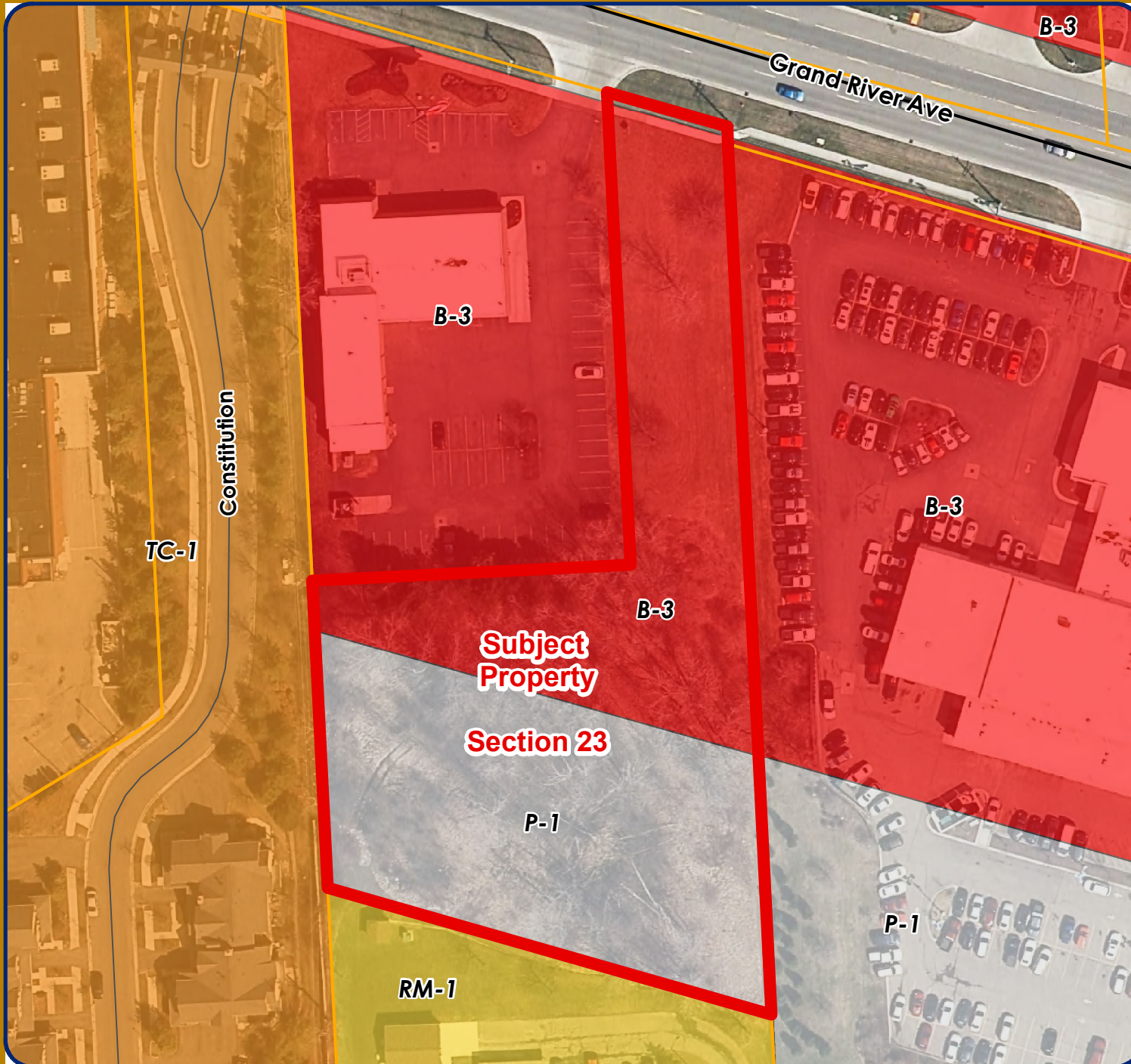
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# JSP16-31: Feldman Automotive

## Zoning Map



**LEGEND**

- Sections
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- RM-2: High-Density Multiple Family
- B-1: Local Business District
- B-3: General Business District
- GE: Gateway East District
- I-1: Light Industrial District
- I-2: General Industrial District
- NCC: Non-Center Commercial District
- OS-1: Office Service District
- OSC: Office Service Commercial
- P-1: Vehicular Parking District
- TC: Town Center District
- TC-1: Town Center -1 District

**CITY OF**  
  
**NOVI**  
 cityofnovi.org

**City of Novi**  
 Dept. of Community Development  
 City Hall / Civic Center  
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 Novi, MI 48375  
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Map Author: Kirsten Mellem  
 Date: 11/23/2016  
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 Version #: 2

0 15 30 60 90 Feet  
 1 inch = 83 feet

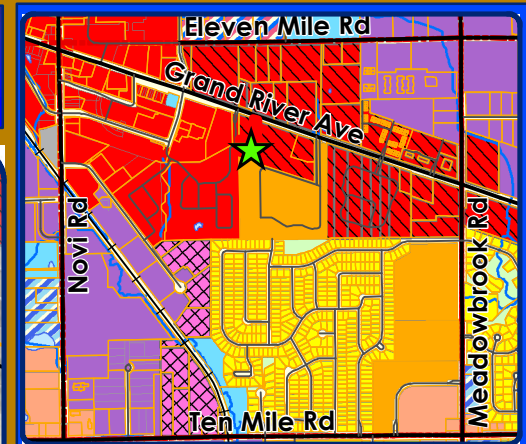
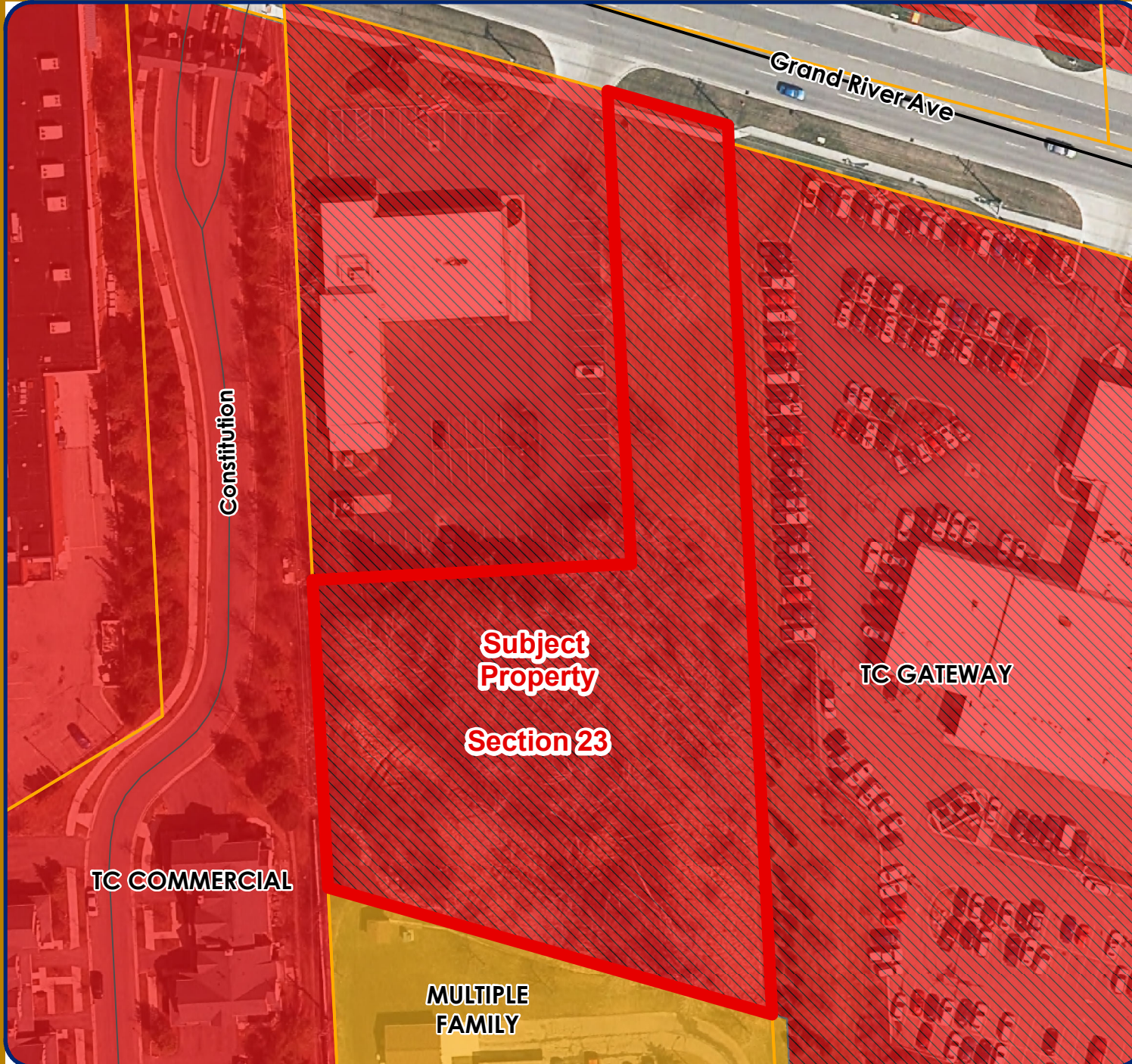
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# JSP16-31: Feldman Automotive

## Future Land Use Map



### LEGEND

- Sections
- FUTURE LAND USE**
- Single Family
- Multiple Family
- Community Office
- Office Commercial
- Industrial RD Tech
- Heavy Industrial
- Local Commercial
- TC Commercial
- TC Gateway
- Public
- Private Park
- Cemetery



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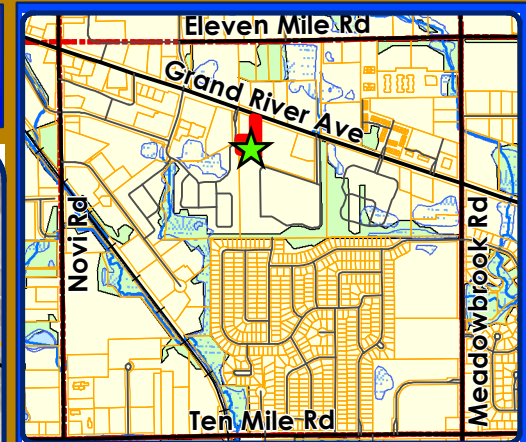


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# JSP16-31: Feldman Automotive Natural Features Map



### LEGEND

-  Sections
-  WETLANDS
-  WOODLANDS



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Novi, MI 48375  
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Date: 11/23/2016  
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0 15 30 60 90 Feet

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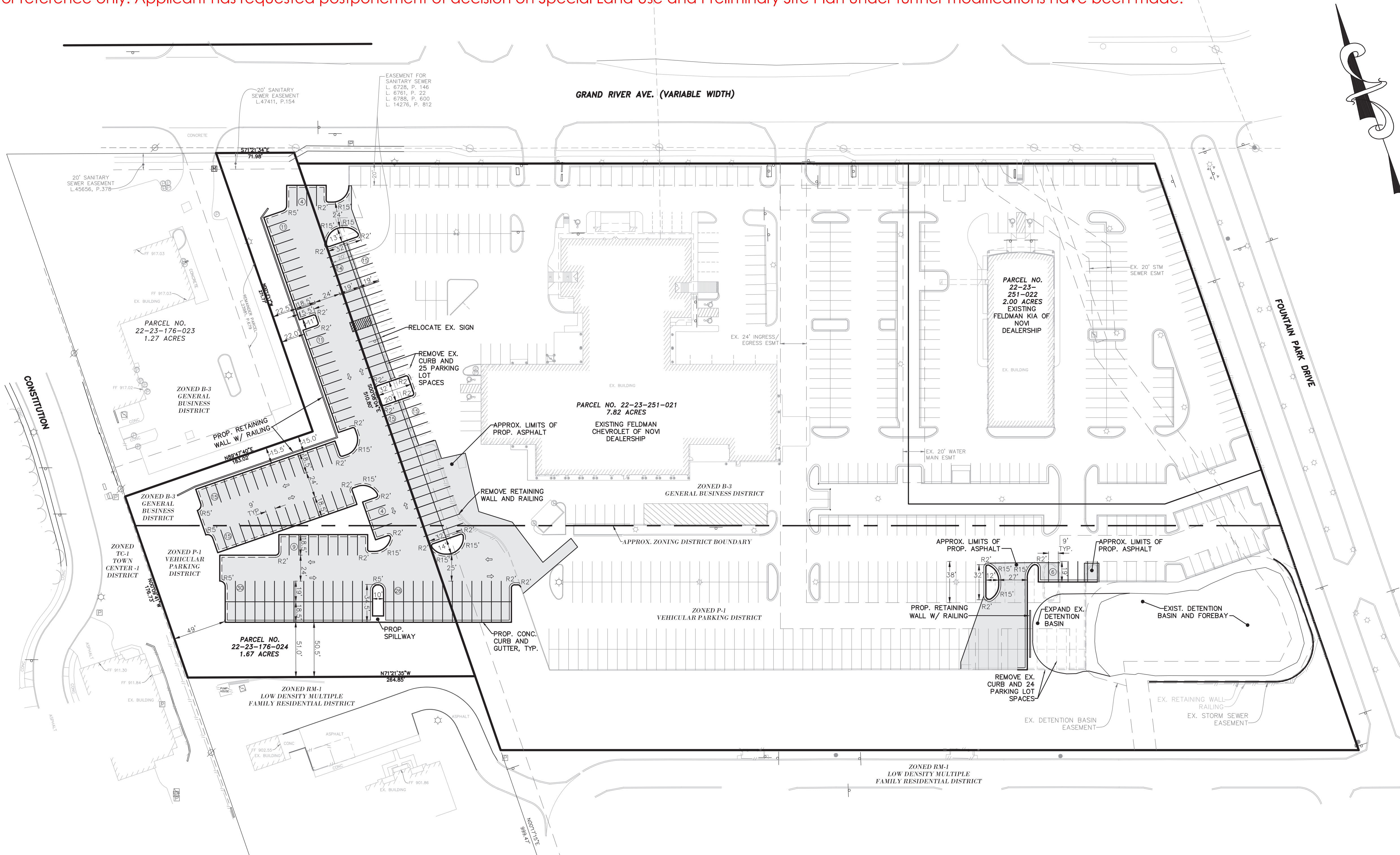
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**SITE PLAN**

(Full plan set available for viewing at the Community Development Department)



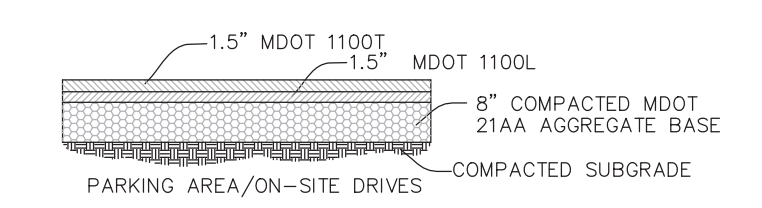
For reference only: Applicant has requested postponement of decision on Special Land Use and Preliminary Site Plan under further modifications have been made.



**PARCEL ID:** 50-22-23-176-024  
**SITE DATA:**  
 SITE AREA: 1.67± ACRES GROSS  
 1.65± ACRES NET  
**EXISTING ZONING:** B3 - GENERAL BUSINESS DISTRICT & P1 - VEHICULAR PARKING DISTRICT (REQUIRES A SPECIAL LAND USE)  
**EXISTING BUILDING:** NOT APPLICABLE  
**PROPOSED BUILDING:** NONE PROPOSED  
**REQUIRED PARKING:** NOT APPLICABLE  
**PROVIDED PARKING:** 141 ADDITIONAL SPACES (INVENTORY)

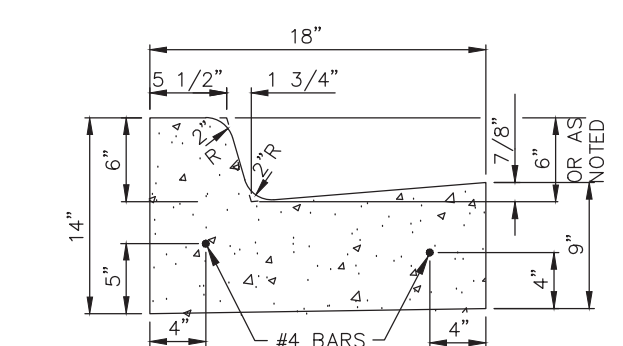
- GENERAL SITE NOTES:**
1. ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
  2. STORM WATER TREATMENT AND DETENTION WILL BE ACCOMMODATED VIA AN EXISTING MANUFACTURED TREATMENT SYSTEM AND DETENTION BASIN.
  3. EXTERIOR LIGHTING MUST COMPLY WITH SECTION 2511 OF THE CITY OF NOVI CODE.
  4. RIGHT OF WAY PERMIT IS REQUIRED FROM THE CITY OF NOVI FOR ANY WORK IN THE GRAND RIVER AVENUE RIGHT-OF-WAY.
  5. ALL SIGNS SHALL CONFORM TO ALL APPLICABLE CODES AND ORDINANCES (CHAPTER 28) OF THE CITY OF NOVI, AND WHERE REQUIRED SHALL BE RENEWED AND APPROVED BY THE DEPARTMENT OF BUILDING AND SAFETY AND A PERMIT ISSUED. NO SIGNS (OTHER THAN TYPICAL TRAFFIC CONTROL SIGNS) ARE APPROVED AS PART OF THIS SITE PLAN APPROVAL PRIOR TO ERECTION OF A SIGN, AN APPLICATION AND APPROPRIATE SUBMISSIONS SHALL BE MADE TO THE BUILDING DEPARTMENT FOR REVIEW, APPROVAL AND ISSUANCE OF A SIGN PERMIT.
  6. ALL PARKING AND TRAFFIC CONTROL SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE "2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (2011 MMUTCD).
  7. NOTIFY THE CITY OF NOVI A MINIMUM OF 48 HOURS PRIOR TO THE START OF CONSTRUCTION.
  8. CALL MISS DIG (811) A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
  9. ALL SOIL EROSION AND SILT MUST BE CONTROLLED AND CONTAINED ON-SITE.
  10. ALL EXCAVATION UNDER OR WITHIN A 1 ON 1 INFLUENCE OF PUBLIC PAVEMENT, EXISTING OR PROPOSED, SHALL BE BACKFILLED AND COMPACTED WITH SAND (CLASS II MDOT).
  11. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES.
  12. PRIOR TO ISSUANCE OF AN OCCUPANCY PERMIT, ENGINEERING SITE INSPECTION IS REQUIRED.
  13. IF DEWATERING IS ANTICIPATED OR ENCOUNTERED DURING CONSTRUCTION THE CONTRACTOR IS REQUIRED TO SUBMIT A DEWATERING PLAN TO THE CITY ENGINEERING DIVISION FOR REVIEW.

**TRAFFIC SIGNING REQUIREMENTS**  
 NO NEW TRAFFIC SIGNAGE IS ANTICIPATED.  
 CURRENT FIRE LANE PARKING SIGNAGE TO BE MAINTAINED TO INSURE ADEQUATE FIRE FIGHTING ACCESS.

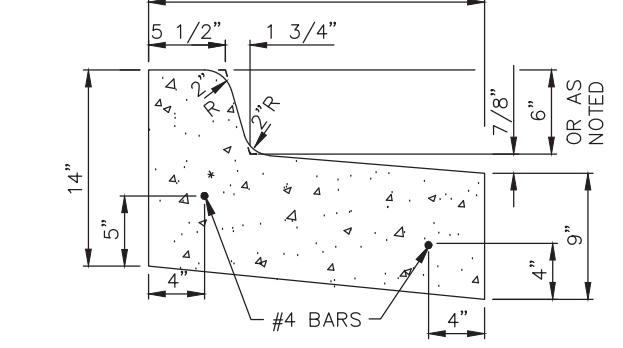


NOTE: CONTRACTOR SHALL COORDINATE PAVEMENT SECTION WITH OWNER AND GEOTECHNICAL ENGINEERING CONSULTANT PRIOR TO CONSTRUCTION.

**TYPICAL PAVEMENT CROSS-SECTIONS**  
 NOT TO SCALE



**PITCH IN CURB**



**PITCH OUT CURB**

**CONCRETE CURB & GUTTER**  
 NOT TO SCALE

- LEGEND:**
- EX. PEDESTAL
  - EX. TRANSFORMER
  - EX. LIGHTPOLE
  - EX. UTILITY POLE
  - EX. GUY ANCHOR
  - EX. SIGN
  - EX. POST/BOLLARD
  - EX. FLAGPOLE
  - EX. MAILBOX
  - EX. MONITOR WELL
  - EX. AIR CONDITIONER
  - EX. TRAFFIC SIGNAL
  - EX. FENCE
  - F.F. EX. FINISH FLOOR ELEVATION
  - PROP. CURB & GUTTER (PITCH IN)
  - PROP. CURB & GUTTER (PITCH OUT)
  - PROP. STANDARD PAVING

- TRAFFIC SIGNING AND STRIPING REQUIREMENTS**
1. ALL PERMANENT AND TEMPORARY TRAFFIC SIGNAGE & STRIPING SHALL COMPLY WITH THE 2011 MMUTCD.
  2. SIGNS SHALL BE MOUNTED ON 1 1/2" SQUARE GALVANIZED STEEL POST, WALL OR FENCE MOUNTED AS INDICATED ON THE PLANS, LOCATE AND INSTALL IN ACCORDANCE WITH ALL APPLICABLE STANDARDS AND REGULATIONS.
  3. STRIPING FOR HANDICAPPED PARKING SPACES SHALL BE BLUE AND MARKINGS FOR NON-HANDICAPPED PARKING SPACES SHALL BE WHITE. WHERE A HANDICAPPED PARKING SPACE ABUTS A NON-HANDICAPPED SPACE, THE TWO SPACES SHALL BE SEPARATED BY ABUTTING BLUE AND WHITE STRIPES.
  4. AN END PARKING SPACE ABUTTING A CURB OR WALK SHOULD BE 8 FEET WIDE IF DESIGNATED A HANDICAPPED SPACE OR 9 FEET WIDE IF NOT. THESE WIDTHS ARE REFERENCED TO THE FACE OF CURB OR WALK.
  5. EACH INTERNATIONAL SYMBOL OF ACCESSIBILITY (WHEELCHAIR) TO BE PAINTED ON THE PAVEMENT SHALL BE WHITE.
  6. SOLID ARROWS INDICATE WHERE ARROWS ARE PROPOSED AS PART OF THE STRIPING PLAN; HOLLOW ARROWS ARE PROVIDED TO DENOTE TRAFFIC FLOW DIRECTION.

**NOTE:**  
 THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AS DISCLOSED BY AVAILABLE UTILITY COMPANY RECORDS AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE COMPANY. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY IF A CONFLICT IS APPARENT.

**NOTICE:**  
 CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

COMMERCIAL  
 SITE PLANNING  
 SITE ENGINEERING  
 INDUSTRIAL & MULTI-UNIT  
 LAND SURVEYING  
 CONSTRUCTION LAYOUT

SURVEYING  
 ALTA SURVEYS  
 BOUNDARY SURVEYS  
 TOPOGRAPHIC SURVEYS  
 PARCEL SPLITS

RESIDENTIAL  
 SUBDIVISIONS  
 SITE CONDOMINIUM  
 MULTI-FAMILY  
 PLOT PLANS  
 CONSTRUCTION LAYOUT

**ALPINE ENGINEERING, INC.**  
 CIVIL ENGINEERS & LAND SURVEYORS

48892 WEST ROAD  
 SUITE 109  
 NOVI, MICHIGAN 48377

(248) 996-3701 (BUS)  
 (248) 926-3765 (FAX)  
 WWW.ALPINE-INC.NET

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

CLIENT: FELDMAN AUTOMOTIVE INC.  
**PRELIMINARY SITE PLAN**  
 FELDMAN CHEVROLET OF NOVI - PARKING LOT ADDITION  
 RANGE: BE  
 SECTION: 23  
 TOWNSHIP: IN  
 CITY OF NOVI  
 OAKLAND COUNTY  
 MICHIGAN

REVISED

DATE: 06-03-2016  
 DRAWN BY: SD  
 CHECKED BY: TG

SCALE: HOR 1"=50 FT.  
 VER 1"=

FBK:  
 CHF:

2

08-172.4

NOT FOR CONSTRUCTION



## PLANNING REVIEW





## PLAN REVIEW CENTER REPORT

October 24, 2016

### Planning Review

Feldman Automotive, Inc.

JSP16-31

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#### Petitioner

Feldman Automotive, Inc.

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: South side of Grand River Ave. between Novi Road and Meadowbrook Road (Section 23)
- Site Zoning: B-3 (General Business) & P-1 (Vehicular Parking)
- Adjoining Zoning: North: B-3 General Business; South: RM-1 Low-Density Multiple-Family; East: P-1 Vehicular Parking; West: TC-1 Town Center-1
- Current Site Use: Undeveloped
- Adjoining Uses: North: Commercial; South: Multiple-Family; East: Feldman Chevy/Kia; West: Multiple-Family
- School District: Northville Community School District
- Site Size: 1.67 acres gross
- Site Plan Date: 10-14-2016

#### Project Summary

The applicant is proposing additional parking for the storage of for sale vehicles. The applicant received rezoning approval from City Council on October 10, 2016 for 0.9-acre of a 1.67-acre property on the south side of Grand River Ave. between Novi Road and Meadowbrook Road (Section 23) from RM-1 (Low-Density Multiple-Family) to P-1 (Vehicular Parking). The parcel has split zoning of B-3 on the north adjacent to Grand River Ave. and now P-1 on the south. The applicant has submitted for Preliminary Site Plan approval, which includes special land use approval for "parking for sale of new, unlicensed motor vehicles and parking of licensed rental and loaner motor vehicles."

#### Recommendation

Approval of the ***Preliminary Site Plan is not recommended at this time***. The plan conforms to some of the requirements of the Zoning Ordinance, with additional details required before the Preliminary Site Plan can be approved. Due to significant changes to the site plan due to the required 10 ft. high berm, we are unable to approve the site plan at this time.

#### Planning Commission and City Council History

The rezoning was recommended to City Council on September 14, 2016 with the following motion:

In the matter of the request of Feldman Automotive, JSP16-31, with Zoning Map Amendment 18.713, motion to recommend approval to City Council to rezone the subject property from RM-1 (Low-Density Multiple-Family) to P-1 (Vehicular Parking) for the following reasons:

1. The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing an existing business to expand,
2. The Master Plan for Land Use objective to support and strengthen existing businesses is fulfilled by allowing an existing business to expand and develop a vacant parcel,

3. This is a reasonable alternative to the recommended land use and will be consistent with zoning to the east,
4. There is no negative impact expected on public utilities as stated in the Engineering memo, and
5. It provides an opportunity for a long-standing business to expand at their current location.  
*Motion carried 7-0.*

In the matter of the request of Feldman Automotive, JSP16-31, with Zoning Map Amendment 18.713, motion to recommend approval of the Rezoning Traffic Impact Study waiver, as the proposed rezoning is not expected to result in additional trips. *Motion carried 7-0.*

The rezoning was read by the City Council on September 26, 2016 and October 10, 2016, where it was approved. The next step is preliminary site plan and special land use consideration by the Planning Commission.

### **Special Land Use Considerations**

In the P-1 and B-3 Districts, parking for “sale of new, unlicensed motor vehicles” and “outdoor space for exclusive sale of new or used automobiles” fall under the Special Land Use requirements. Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of the Special Land Use Permit request:

- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses, and wildlife habitats.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives, and recommendations of the City’s Master Plan for Land Use.
- Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- Whether, relative to other feasible uses of the site, the proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

### **Ordinance Requirements**

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3.0 (Zoning Districts), Article 4.0 (Use Standards), Article 5.0 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Items in **Bold** need to be addressed on the next submittal.

1. Special Land Use Approvals (Sec. 6.1.2.C): Special land use approval is required for the proposed use subject to the conditions in Section 6.1.2.C as stated above. **Noise Impact Statement is required; however the applicant is requesting a waiver from the Planning Commission.**



2. Use Standards (4.74): "In the P-1 district, parking for sale of new, unlicensed motor vehicles and parking of licensed rental and loaner motor vehicles, but not including junk or inoperable motor vehicles, partially dismantled or damaged motor vehicles, are permitted as a special land use without time limitation subject to the following conditions:
  1. Motor vehicles parked pursuant to this section shall be limited to passenger vehicles (cars, vans, pick-up trucks and sports utility vehicles), and shall not include semi-trucks or trailers, step-vans or other commercial vehicles.
  2. No car hauler delivery operations shall be allowed.
  3. A landscaped berm shall be provided around all sides of a P-1 zoned site abutting a residential zoned district which shall comply with standards at Section 3.14.5.E. [10 ft.]
  4. No dumpster or trash storage facility shall be permitted.
  5. Night lighting shall be shielded from all adjacent residential zoned districts.
  6. A noise impact statement is required subject to the standards of Section 5.14.10.B."**Applicant is required to provide a 10 ft. tall berm on the south and west parcel lot lines and a noise impact statement. The applicant needs to update the site plan to reflect the 10 ft. berm requirement prior to approval of the preliminary site plan.**
3. Inventory Parking (Sec. 2): "Open Storage (Motor Vehicles)" is defined on Page 2-19 of the Zoning Ordinance as "The outdoor standing or placement of motor vehicles including truck trailers for more than three (3) days, including new or used motor vehicles on display for lease or sale." The areas identified on the site plan as "inventory storage" meet the definition of "open storage (motor vehicles)" and are therefore not subject to the requirements of Section 5.3 regulating the layout of off-street parking lots. No areas identified on the plan as "inventory parking" may be used for customer parking. **Provide a label on the plans that indicate the areas for inventory parking.**
4. Lot Combination Required: **Combination of the parcels is required due to proposed construction across parcel lot lines.**
5. Off-Street Parking Layout (Sec. 5.3): **Proposed parking spaces of 9' x 18.5' are not allowed. Please adjust to 9' x 19' with 6" curb or 9' x 17' with 4" curb.**
6. End Islands (Sec. 5.3.12): **Provide the dimensions of the landscaped end islands or a note on the site plan that all end islands will be three feet less than the parking space length.**
7. Photometric Plan (Sec. 5.7.A.2): **Provide cut sheets of all proposed fixtures, hours of operation for the lighting on site plan, and requested notes on the site plan (see Planning chart).**

#### Other Reviews

- a. Engineering Review: **Approval is recommended** with comments addressed on the Final Site Plan.
- b. Landscape Review: **Approval is recommended** with comments addressed on the Final Site Plan.
- c. Wetland Review: **Approval is recommended** with comments addressed on the Final Site Plan.
- d. Woodland Review: **Approval is recommended** with comments addressed on the Final Site Plan.
- e. Traffic Review: **Approval is recommended** with comments addressed on the Final Site Plan.
- f. Fire Review: **Approval is recommended.**

#### Planning Commission Approval

Planning Commission approval of preliminary site plan, special land use, wetland permit, woodland permit, and stormwater management plan are still required.

#### Electronic Stamping Set Submittal and Response Letter

Plans addressing the comments in all of the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets. A letter

from either the applicant or the applicant's representative addressing comments in this and other review letters is requested to be submitted with the electronic stamping set.

### **Stamping Set Approval**

Stamping sets are still required for this project. After receiving the approval for electronic stamping set submittal from all reviewers, please submit **8 size 24" x 36" copies with original signature and original seals**, to the Community Development Department for final approval.

### **Pre-Construction Meeting**

Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah Marchioni (248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)).

### **Chapter 26.5**

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni (248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)) for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or [kmellem@cityofnovi.org](mailto:kmellem@cityofnovi.org).



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Kirsten Mellem, Planner





## PLANNING REVIEW CHART: P-1 Vehicular Parking District

**Review Date:** October 24, 2016  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP16-31 Feldman Chevy – Parking Expansion  
**Plan Date:** 10-14-2016  
**Prepared by:** Kirsten Mellem, Planner  
**E-mail:** kmellem@cityofnovi.org **Phone:** 248.347.0484

Items in **Bold** need to be addressed by the applicant before approval of the Final Site Plan. Underlined items need to be addressed on the Stamping set submittal.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> (Adopt. 8-25-2010)	TC Gateway	B-3: General Business & P-1: Vehicular Parking	Yes Yes	Rezoning approved by CC on 10/10/2016
<b>Area Study</b>	N/A			
<b>Zoning</b> (Effect. 12-25-2013)	B-3: General Business & RM-1: Low-Density Multiple-Family	B-3: General Business & P-1: Vehicular Parking	Yes Yes	Rezoning approved by CC on 10/10/2016
<b>Uses Permitted in P-1</b> (Sec 3.1.28 B&C)	3.1.28.B – Principal Permitted Uses 3.1.28.C – Special Land Uses	Parking for sale of new, unlicensed motor vehicles	Yes	<b>Special Land Use Approval Required</b>
<b>Intent of P-1 District</b> (Sec. 3.1.28.A)	To permit the establishment of areas to be used for off-street parking of private passenger vehicles, a use incidental to a principal use.	Parking for sale of new, unlicensed motor vehicles	Yes	<b>Special Land Use Approval Required</b>
<b>P-1 District Required Conditions (Sec 3.22)</b>				
<b>Accessory Use</b> (Sec. 3.22.1)	Parking area shall be accessory to, and for use in connection with one or more businesses	In connection with the Feldman Chevrolet Business to the east	Yes	
<b>Contiguous to RM-1 or Nonresidential</b> (Sec. 3.2.2)	Parking lots shall be contiguous to an RM-1 or nonresidential district.	Contiguous to zoning district to the east B-3/P-1	Yes	
<b>Private Passenger Vehicles for 1 day</b> (Sec. 3.22.3)	Parking area shall be used solely for parking of private passenger vehicles for periods of less than 1 day, except for uses under Sec. 3.1.28.B (off-street vehicular parking area).	Parking for sale of new, unlicensed motor vehicles	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	Parking areas shall not be used as an off-street loading area.			
<b>No repair work or display of vehicles for sale</b> (Sec. 3.22.4)	No commercial repair work or service of any kind shall be conducted in such parking area. Sales and display of vehicles for sale shall be restricted to that permitted under Sec 3.1.28.C (SLU).	None proposed	Yes	
<b>No signs</b> (Sec. 3.22.5)	No signs of any kind, other than signs designating entrances, exits and conditions of use, shall be maintained on such parking area.	None proposed	Yes	
<b>No buildings</b> (Sec. 3.22.6)	No building other than those for shelter of attendants shall be erected upon the premises and they shall not exceed 15 feet in height.	None proposed	Yes	
<b>Requirements for Rezoning</b> (Sec. 3.22.7)	Applications for P-1 district rezoning shall be made by submitting a dimensional layout of the area requested showing the intended parking plans in accordance with Section 5.2 & 5.3 of the Ordinance.	Provided	Yes	
<b>Minimum Distances and Setbacks</b> (Sec. 3.22.8)	<p><b>Side and Rear Yards</b>  Where P-1 is contiguous to the side or rear lot lines of a residentially zoned district, a landscape berm shall be provided in accordance with Sec. 5.5.</p> <p><b>Front Yards</b>  Where P-1 is contiguous to a residentially zoned district which is across the street from a residential district, setback equal to the required residential district or minimum of 25 feet. The required wall shall be located on this minimum setback line unless the Planning Commission finds that no good purpose would be served. The land between said setback and street ROW</p>	Berm is required		<b>See Landscape Review Letter for Comments</b>



Item	Required Code	Proposed	Meets Code	Comments
	shall be kept free from refuse and debris. Shall be planted with shrubs, trees, or lawn and shall be maintained in a healthy, growing condition, neat and orderly in appearance.			
<b>Parking Setback (B-3; Sec 3.1.12)</b>				
Front	20 ft.	30 ft., 15 ft.	No	Parking setback in the B-3 district does not comply. Combine lots to meet standards.
Rear	10 ft.	NA	NA	
Side	10 ft.	22 ft., 58 ft., 0 ft.	No	
<b>Site Standards (Article 5)</b>				
<b>Number of Parking Spaces</b> (Sec.5.2.12.D)	No required minimum or maximum for P-1	141 additional spaces proposed	Yes	
<b>Off-Street Parking Layout</b> (Sec. 5.3)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two-way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	9' x 18.5' proposed Proposed None proposed	No	Provide 9' x 19' or 9' x 17' parking spaces only.
<b>End Islands</b> (Sec. 5.3.12)	- 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 ft., and be constructed 3 ft. shorter than the adjacent parking stall as illustrated in the Zoning Ordinance	Proposed  Unable to determine	No	Provide the dimensions of the landscaped islands to meet the Zoning Ordinance requirements. Show that all landscaped islands are 3 ft. shorter than the parking stalls.
<b>Parking stall adjacent to a parking lot entrance</b> (Sec. 5.3.13)	Shall not be located closer than 25 ft. from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Not applicable	Yes	
<b>Exterior lighting</b> (Sec. 5.7)	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal.	None proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Frontage on a Public Street and Access to Major Thoroughfare</b> (Sec. 5.12 & 5.13)	No lot or parcel of land shall be used for any purpose permitted by this ordinance unless said lot or parcel shall front directly upon a public street, unless otherwise provided for in this Ordinance.	Lot fronts on a public street	Yes	
<b>Minimum number of Bicycle Parking</b> (Sec. 5.16)	No required minimum or maximum for P-1	None proposed	Yes	
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				
<b>Intent</b> (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Proposed	Yes	
<b>Lighting Plan</b> (Sec. 5.7.A.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Proposed	Yes	
<b>Lighting Plan</b> (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures	Proposed	Yes	<b>Provide cut sheets on site plan.</b>
	Photometric data	Proposed	Yes	
	Fixture height	Proposed	Yes	
	Mounting & design		<b>No</b>	
	Glare control devices		<b>No</b>	
	Type & color rendition of lamps	LED proposed	Yes	
	Hours of operation		<b>No</b>	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Proposed	Yes	
<b>Required Conditions</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts)	25 ft. max height	Yes	<b>Provide hours of operation on site plan.</b>



Item	Required Code	Proposed	Meets Code	Comments
	or uses			
<b>Required Conditions</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>		No	Provide these items as notes on the site plan.
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	3.06:1	Yes	
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps	LED proposed	Yes	
<b>Min. Illumination</b> (Sec. 5.7.3.k)	Parking areas: 0.2 min	1.8 min.	Yes	
	Loading & unloading areas: 0.4 min	NA	NA	
	Walkways: 0.2 min	NA	Yes	
	Building entrances, frequent use: 1.0 min	NA	NA	
	Building entrances, infrequent use: 0.2 min	NA	NA	
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	NA	NA	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts <ul style="list-style-type: none"> <li>- All cut off angles of fixtures must be 90°</li> <li>- maximum illumination at the property line shall not exceed 0.5 foot candle</li> </ul>		No	Show illumination at the property line and provide cut sheets showing 90° fixtures.
<b>Performance Standards</b> (Sec. 5.14)				
<b>Special Land Use Approvals</b> (Sec. 5.14.10.B)	Noise Impact Statement or Noise Analysis is required. P-1 Maximum south levels are: Nighttime 70 decibels and daytime 75 decibels	None proposed	No	Applicant is requesting a noise impact statement waiver from Planning Commission.

Item	Required Code	Proposed	Meets Code	Comments
<b>Façade Standards</b>				
<b>Exterior Building Wall Façade Materials</b> (Sec. 5.15)	To provide consistent and equitable set of exterior building wall material standards.	No buildings are proposed	NA	
<b>Non-Motorized Facilities</b>				
<b>Off-Road Non-Motorized Facilities</b> (City Code Ch. 11. Art. XI)	A 6 foot sidewalk is required along collector and arterial roads.	None proposed, existing sidewalk.	Yes	
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets.	No public access proposed.	Yes	
<b>Site Plan Requirements</b>				
<b>Building Code</b>	Building exits must be connected to sidewalk system or parking lot.	No buildings proposed.	Yes	
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Legal description and parcel ID are provided.	Yes	
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	No proposed buildings. Proposed parking lot details provided.	Yes	
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied, if known)</li> </ul>	Project Cost: \$250,000. 20 jobs during construction and no permanent jobs after construction	Yes	
<b>Development/ Business Sign &amp; Street addressing</b>	<ul style="list-style-type: none"> <li>- Signage if proposed requires a permit.</li> <li>- The applicant should contact the Building Division for an address prior to applying for a building permit.</li> </ul>	<b>Not permitted by the Planning Division or Planning Commission</b>	NA	Contact Jeannie Niland at 248-347-0438 for information on submitting and application for a sign permit.

Item	Required Code	Proposed	Meets Code	Comments
<b>Project and Street naming</b>	Some projects may need approval from the Street and Project Naming Committee.	Name already approved.	Yes	
<b>Property Split / Combination</b>	Any proposed parcel split or combination must be submitted to the Assessing Dept. for approval.	None proposed	<b>No</b>	<b>Parcel combination is required because proposed improvements are across parcel lines.</b>

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4, and 5 of the zoning ordinance for further details
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Division with future submittals.



# ENGINEERING REVIEW



## PLAN REVIEW CENTER REPORT

11/10/2016

### Engineering Review

FELDMAN PARKING LOT ADDITION  
JSP16-0031

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#### Applicant

EVOLUTION PROPERTIES LLC

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: S. of Grand River Ave. and W. of Meadowbrook Rd.
- Site Size: 1.67 acres (New Parcel) – 11.49 acres (Entire Site)
- Plan Date: 10/14/16
- Design Engineer: Alpine – Shiloh Dahlin, P.E.

#### Project Summary

- Construction of an approximately 141 additional parking spaces for inventory storage. Site access would be provided by connecting to the existing parking area, no additional driveways are proposed.
- Storm water would be collected by a single storm sewer collection system and detained in the existing on-site basin. The basin would be expanded to provide storage volume for the proposed parking.

#### Recommendation

**Approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan is recommended.**

**Comments:**

The Preliminary Site Plan meets the general requirements of the design and construction standards as set forth in Chapter 11 of the City of Novi Codified Ordinance, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

**Additional Comments (to be addressed prior to the Final Site Plan submittal):**

**General**

1. Provide a note stating the size of the disturbed area.
2. Provide location dimensions for all proposed storm sewer from a proposed fixed point.
3. Provide a traffic control sign table listing the quantities of each sign type proposed for the development.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
5. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
6. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided; or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
7. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website ([www.cityofnovi.org/DesignManual](http://www.cityofnovi.org/DesignManual)).

**Storm Sewer**

8. Provide pipe size, material, and slope for all proposed storm sewer.
9. Provide profiles for all proposed storm sewer 12-inches in diameter and larger.
10. A minimum cover depth of 3 feet shall be maintained over all storm sewers. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
11. Provide a 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or greater occurs.
12. Match the 0.80 diameter depth above invert for pipe size increases.
13. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
14. Label all inlet storm structures on the profiles. Inlets are only permitted in paved areas and when followed by a catch basin within 50 feet.



15. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
16. Illustrate all pipes intersecting storm structures on the storm profiles.
17. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

#### Storm Water Management Plan

18. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
19. Provide a drainage area map.
20. Provide a cross-section of the proposed detention pond expansion.
21. Revise the existing access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
22. Provide supporting calculations for the runoff coefficient determination.
23. Provide a soil boring in the vicinity of the storm water basin to determine soil conditions and to establish the high water elevation of the groundwater table.
24. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin.

#### Paving & Grading

25. Provide grading to indicate highpoints and ridgelines in proposed parking areas.
26. Add a note to the plan stating that the emergency access gate is to be installed and closed prior to the issuance of the first TCO in the subdivision.

#### Soil Erosion and Sediment Control

27. A SESC permit is required. A full review has not been done at this time. The review checklist detailing all SESC requirements is attached to this letter. Please submit a SESC permit application under a separate cover. The application can be found on the City's website at <http://cityofnovi.org/Reference/Forms-and-Permits.aspx>.

#### Off-Site Easements

28. Any off-site utility easements anticipated must be executed **prior to final approval of the plans**. If you have not done so already, drafts of the easements and a recent title search shall be submitted to the Community Development Department as soon as possible for review, and shall be approved by the Engineering Division and the City Attorney prior to executing the easements.

**The following must be submitted at the time of Final Site Plan submittal:**

29. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.
30. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal 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 cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).
31. Draft copies of any off-site utility easements, a recent title search, and legal escrow funds must be submitted to the Community Development Department for review and approved by the Engineering Division and the City Attorney prior to getting executed.

**The following must be submitted at the time of Stamping Set submittal:**

32. A draft copy of the maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds.
33. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.

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

34. A pre-construction meeting shall be required prior to the commencement of any site work. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
35. 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. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
36. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
37. Construction Inspection Fees, to be determined once the construction cost estimate is submitted, must be paid prior to the pre-construction meeting.
38. A storm water performance guarantee, equal to 1.2 times the amount required to complete storm water management and facilities as specified in

the Storm Water Management Ordinance, must be posted at the Treasurer's Office.

39. 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.
40. Permits for the construction of each retaining wall must be obtained from the Community Development Department (248-347-0415).

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

Please contact Jeremy Miller at (248) 735-5694 with any questions.

A handwritten signature in blue ink, reading "Jeremy Miller", is written over a horizontal line.

cc: Theresa Bridges, Engineering  
George Melistas, Engineering  
Kirsten Mellem, Community Development  
Tina Glenn, Treasurers  
Ben Croy, Water and Sewer

LANDSCAPE REVIEW





# PLAN REVIEW CENTER REPORT

October 27, 2016

## Preliminary Site Plan - Landscaping Feldman Chevrolet Parking Lot Expansion

### Review Type

Preliminary Site Plan Landscape Review

### Property Characteristics

- Site Location: 42355 Grand River Ave
- Site Acreage: 11.49 acres
- Site Zoning: B3/P-1
- Adjacent Zoning: North – B3, East – NCC, South RM-1, West – TC-1, B-3
- Plan Date: 10/14/2016

### Ordinance Considerations

This project was reviewed for conformance with Chapter 37: Woodland Protection, Zoning Article 5.5 Landscape Standards, the Landscape Design Manual and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed and incorporated as part of the Preliminary Site Plan submittal. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance.

### Recommendation

This project is **recommended for approval**. Please correct the few items below on Final Site Plans.

**Please list all landscape waivers requested in a table on the Landscape Plan.**

### Ordinance Considerations

Existing Soils (Preliminary Site Plan checklist #10, #17)

Provided

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

1. Provided.
2. Trees near power lines have been shifted away from them, and subcanopy trees are used in place of canopy trees near power lines.

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

1. All trees in the development area are being removed. The area impacted is shown as being a regulated woodland.
2. Calculations for woodland replacements are provided. 30 replacement trees are being planted on the site and a contribution for 86 trees is being made to the tree fund.
3. Tree fencing for adjacent trees is provided on sheet L-3. **It should also be shown on the grading plan.**

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

1. Property is adjacent to Residential (RM-1) on the south and TC-1 (with a multi-family residential use) to the west.

2. Berms (6-8 feet tall on west, 4.5-7 feet tall on south) are provided and are heavily landscaped with deciduous canopy trees on both sides of the berms. Per Section 4.74 and 3.14.5.E, these need to be 10 feet tall with a 6 foot wide crest since they surround a P-1 parking district.
3. **Please increase the height and width of the berms.**

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

1. The ordinance calls for a 3 foot tall berm along the frontage. Due to the site grading (the parking lot is below the grade of Grand River), this berm is not provided. **A landscape waiver for this deficiency is required, but is supported by staff as the provided landscaping provides sufficient screening from Grand River and headlights are blocked by the bank up to Grand River.**
2. A total of 2 canopy greenbelt trees and 4 sub-canopy trees are required, and are all provided.

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and LDM 1.d.)

1. Two (2) canopy trees are required based on the frontage. Due to an overhead wire and corner clearance issues with the site to the west, two subcanopy trees are provided. A landscape waiver is required based on this deficiency, and is supported.
2. Please note that as these street trees would be within a Road Commission for Oakland County (RCOC) right-of-way, the plans must be submitted to the RCOC for their review. If they do not allow those 2 subcanopy trees, we will respect their authority and not require their planting. A copy of the denial will need to be provided.
3. **In light of #2, it is recommended that the applicant request a pre-emptive landscape waiver request for the 2 trees, such that if the RCOC denies them, they won't be planted. This waiver would be supported by staff.**

Parking Lot Landscaping (Zoning Sec. 5.5.3.C.)

Based on the vehicular use areas, 4,203 sf of islands and 56 trees are required. 5,461 sf of island area and 56 trees are provided, meeting the requirements.

Parking Lot Perimeter Canopy Trees (Zoning Sec. 5.5.3.C.(3) Chart footnote)

Based on the 860 lf of perimeter, 25 canopy trees are required. No trees are proposed, and a landscape waiver is requested. The parking lot addition is heavily landscaped with the trees provided, so this waiver is supported by staff.

Loading Zone screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

No new loading zone is provided for this project so no new screening is required.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

No changes to the building are proposed so no new foundation landscaping is required.

Plant List (LDM 2.h. and t.)

Provided, with all required costs.

Planting Notations and Details (LDM)

Planting details are provided and amended as requested.

Storm Basin Landscape (Zoning Sec 5.5.3.E.iv and LDM 1.d.(3))

1. The required landscaping for the additional landscape area is provided.
2. **Please replace one or more of the dogwood clusters with large native shrubs from a different genus to provide additional diversity.**

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

An irrigation plan for the new landscaped areas is required for Final Site Plan.

Proposed topography. 2' contour minimum (LDM 2.e.(1))

1. Spot elevations are provided on the Grading Plan.
2. **Walls taller than 3.5 feet must be designed and sealed by a professional engineer.**

Snow Deposit (LDM.2.q.)

Snow deposit areas are provided.

Corner Clearance (Zoning Sec 5.9)

Not applicable.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org).



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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART

**Review Date:** October 27, 2016  
**Project Name:** FELDMAN CHEVROLET PARKING LOT EXPANSION  
**Plan Date:** October 14, 2016  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

Items in **Bold** need to be addressed by the applicant before approval of the Preliminary Site Plan.  
Underlined items need to be addressed for Final Site Plan.

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1"=20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Yes	Yes	Sheet scale 1"=50'
<b>Project Information</b> <i>(LDM 2.d.)</i>	Name and Address	Yes	Yes	
<b>Owner/Developer Contact Information</b> <i>(LDM 2.a.)</i>	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information</b> <i>(LDM 2.b.)</i>	Name, Address and telephone number of RLA	Yes	Yes	
<b>Sealed by LA.</b> <i>(LDM 2.g.)</i>	Requires original signature	Yes	Yes	
<b>Miss Dig Note</b> <i>(800) 482-7171 (LDM.3.a.(8))</i>	Show on all plan sheets	Yes	Yes	
<b>Zoning</b> <i>(LDM 2.f.)</i>	Include all adjacent zoning	Yes	Yes	
<b>Survey information</b> <i>(LDM 2.c.)</i>	<ul style="list-style-type: none"> <li>▪ Legal description or boundary line survey</li> <li>▪ Existing topography</li> </ul>	Yes	Yes	Sheet 3
<b>Existing plant material Existing woodlands or wetlands</b> <i>(LDM 2.e.(2))</i>	<ul style="list-style-type: none"> <li>▪ Show location type and size. Label to be saved or removed.</li> <li>▪ Plan shall state if none</li> </ul>	Yes	Yes	Sheet L-3



Item	Required	Proposed	Meets Code	Comments
	exists.			
<b>Soil types</b> (LDM.2.r.)	<ul style="list-style-type: none"> <li>▪ As determined by Soils survey of Oakland county</li> <li>▪ Show types, boundaries</li> </ul>	Yes	Yes	Sheet 7
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	Yes	Yes	
<b>Proposed grading. 2' contour minimum</b> (LDM 2.e.(1))	Provide proposed contours at 2' interval	Yes	Yes	
<b>Snow deposit</b> (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	More room has been given between curb and trees.
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>▪ Clear sight distance within parking islands</li> <li>▪ No evergreen trees</li> </ul>	Yes	Yes	
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	Sod
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	<ul style="list-style-type: none"> <li>▪ A minimum of 300 SF to qualify</li> <li>▪ 6" curbs</li> <li>▪ Islands minimum width 10' BOC to BOC</li> </ul>	Yes	Yes	
<b>Curbs and Parking stall reduction</b> (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Yes	Yes	Double stacked spaces are 17'/19'
<b>Contiguous space limit</b> (i)	Maximum of 15 contiguous spaces	Yes	Yes	
<b>Plantings around Fire Hydrant</b> (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	NA		No new hydrants proposed in expanded parking areas.
<b>Landscaped area</b> (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Clear Zones</b> (LDM 2.3.(5))	25 ft corner clearance required. Refer to Zoning Section 5.5.9	Yes	Yes	
<b>Category 1: 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 (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of parking spaces not including access aisles x 10%	<ul style="list-style-type: none"> <li>▪ A = x 10% = sf</li> <li>▪ 31370 * 10% = 3137 sf</li> </ul>	Yes		
B = Total square footage of additional paved vehicular use areas (not including A) under 50,000 SF) x 5%	<ul style="list-style-type: none"> <li>▪ B = x 5% = sf</li> <li>▪ Paved Vehicular access area includes loading areas</li> <li>▪ 21326 * 5% = 1066 sf</li> </ul>	Yes		
C= Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	C = x 1% = sf	NA		
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of parking spaces not including access aisles x 7%	A = 7% x xx sf = xx sf	NA		
B = Total square footage of additional Paved vehicular use areas (not including A) under 50,000 SF) x 2%	B = 2% x xx sf = xx sf	NA		
C= Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 0.5%	C = 0.5% x 0 sf = 0 SF	NA		
<b>All Categories</b>				
D = A+B or A+C Total square footage of landscaped islands	3137+1066 = 4203 SF	5461 SF	Yes	
E = D/75 Number of canopy trees required	4203/75=56 Trees	56 trees	Yes	
<b>Perimeter Green space</b>	<ul style="list-style-type: none"> <li>▪ 1 Canopy tree per 35 lf</li> <li>▪ 860/35 = 25 trees</li> </ul>	0	No	<b>A landscaping waiver is requested. As the site is heavily landscaped, the waiver is supported.</b>

Item	Required	Proposed	Meets Code	Comments
Parking land banked	NA	No		
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				
<ul style="list-style-type: none"> <li>▪ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>▪ Berm should be located on lot line except in conflict with utilities.</li> <li>▪ Berms should be constructed with 6" of top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	Refer to Residential Adjacent to Non-residential berm requirements chart and Section Sec. 4.74	Berms 4-8 feet tall	No	<ol style="list-style-type: none"> <li>1. Per Section 4.74, a 10 foot tall berm must surround a site in the P-1 zoning district.</li> <li>2. <b>Please increase the heights of the provided berm. The maximum slope is 1:3 and the crest should be at least 6 feet wide.</b></li> </ol>
<b>Planting requirements (LDM 1.a.)</b>	LDM Novi Street Tree List	Yes	Yes	Both berms are heavily landscaped with deciduous canopy trees.
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements (Zoning Sec 5.5.3.A.(5))</b>	Refer to ROW landscape screening requirements chart for corresponding requirements.	No	No	<ol style="list-style-type: none"> <li>1. Berm is not provided along Grand River frontage due to the site's grades.</li> <li>2. <b>A Landscape waiver is required for this deficiency. As the frontage is heavily landscaped, it will be supported by staff.</b></li> </ol>
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>▪ Label contour lines</li> <li>▪ Maximum 33%</li> <li>▪ Min. 3 feet flat horizontal area</li> </ul>	Yes	Yes	<b>Please revise the cross section to show the required berm height.</b>
Type of Ground Cover		Yes	Yes	<b>Lawn seed</b>
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	Yes	Yes	1. Only wall proposed is wall at detention basin max 4' high. 2. <b>Detail is provided.</b> 3. <b>Walls taller than 3 feet must be created, signed and sealed by engineer.</b>
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width (2)(3) (5)</b>	Parking: 20 ft.	Yes	Yes	
Min. berm crest width	Parking: 2 ft.	No	No	1. No berm due to 5' drop in elevation. 2. <b>Acceptable, but waiver will be required.</b>
Minimum berm height (9)	Parking: 3 ft.	No	No	<b>See above</b>
3' wall	(4)(7)	Yes		<b>See comments above regarding wall design</b>
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 35 lf</li> <li>▪ 72/35= 2 trees</li> </ul>	2 canopy trees	Yes	
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 20 lf</li> <li>▪ 72/20 = 3.6 trees</li> </ul>	4 subcanopy trees	Yes	
<b>Canopy deciduous trees in area between sidewalk and curb</b> (Novi Street Tree List)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 35 lf</li> <li>▪ 72/35 = 2 trees</li> </ul>	2 subcanopy trees	No	1. Wires necessitate subcanopy trees but only 2 can be planted due to clear vision zone of adjacent property. 2. <b>A landscape waiver is required for this shortage, but is supported by staff.</b>
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Interior Street to Industrial subdivision</b> (LDM 1.d.(2))	<ul style="list-style-type: none"> <li>▪ 1 canopy deciduous or 1 large evergreen per 35 l.f. along ROW</li> <li>▪ No evergreen trees closer than 20 ft.</li> <li>▪ 3 sub canopy trees per 40 l.f. of total linear</li> </ul>	NA		

Item	Required	Proposed	Meets Code	Comments
	frontage ▪ Plant massing for 25% of ROW			
<b>Screening of outdoor storage, loading/unloading</b> <i>(Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)</i>		NA		Loading zone is not in area of addition so no additional screening is required.
<b>Transformers/Utility boxes</b> <i>(LDM 1.e from 1 through 5)</i>	▪ A minimum of 2ft. separation between box and the plants ▪ Ground cover below 4" is allowed up to pad. ▪ No plant materials within 8 ft. from the doors	No		If any new transformer pads or other utility boxes are proposed for area, please screen per City of Novi screening standards.
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
<b>Interior site landscaping SF</b>	Equals to entire perimeter of the building x 8 with a minimum width of 4 ft.	NA		No building changes are part of this project so no additional foundation landscaping is required.
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	NA		See above.
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> <i>(Sec. 5.5.3.E.iv)</i>	▪ Clusters shall cover 70-75% of the basin rim area ▪ 10" to 14" tall grass along sides of basin ▪ Refer to wetland for basin mix	Yes	Yes	1. Required coverage is provided on detention pond addition. 2. <b>Please don't just use Cornus shrubs – please diversify genera.</b>
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> <i>(LDM 2.i. &amp; Zoning Sec 5.5.5.B)</i>	Provide intended date	Fall 2016 or Spring 2017	Yes	
<b>Maintenance &amp; Statement of intent</b> <i>(LDM 2.m &amp; Zoning Sec 5.5.6)</i>	▪ Include statement of intent to install and guarantee all materials for 2 years. ▪ Include a minimum one cultivation in June, July and August	Yes	Yes	



Item	Required	Proposed	Meets Code	Comments
	for the 2-year warranty period.			
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
<b>Irrigation plan</b> (LDM 2.s.)	A fully automatic irrigation system and a method of draining is required with Final Site Plan	No		<u>Need for final site plan</u>
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	Yes	Yes	
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 2.h.) - Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	Yes	
<b>Planting Details/Info (LDM 2.i) - Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	<b>Shown on Sheet L-3. Please also show tree fencing on grading plan.</b>
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions</b> (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	
<b>Plant Materials &amp; Existing Plant Material</b> (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	Yes	Yes	Shown on Sheet L-3

Item	Required	Proposed	Meets Code	Comments
<b>Landscape tree credit</b> (LDM3.b.(d))	Substitutions to landscape standards for preserved canopy trees outside woodlands/wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	No		
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	Yes	Yes	
<b>Plant size credit</b> (LDM3.c.(2))	NA	No		
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List	No	Yes	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities	Yes	Yes	
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.

## WETLAND REVIEW



November 2, 2016

Ms. Barbara McBeth  
City Planner  
Community Development Department  
City of Novi  
45175 W. Ten Mile Road  
Novi, Michigan 48375

Re: Feldman Chevy Parking Lot Addition (JSP16-0031)  
Wetland Review of the Preliminary Site Plan (PSP16-0159)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Feldman Chevy Parking Lot Addition project prepared by Alpine Engineering, Inc. dated October 14, 2016 (Plan). The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance. The project is located south of Grand River Avenue between Novi Road and Meadowbrook Road just west of the existing Feldman Chevrolet car dealership (Section 23). The site is specifically located between Constitution Drive and Park Drive East. ECT completed a site verification/woodland status inspection on May 17, 2016. The subject property consists of 1.67-acres that includes maintained lawn, tree and shrub-dominated uplands, and a small wetland area.

The site plan appears to propose the construction of 141 additional parking spaces for additional/inventory vehicles.

**ECT recommends approval of the Preliminary Site Plan for wetlands with the condition that the Applicant satisfactorily address the items noted in the "Wetland Comments" section of this letter prior to submittal of the Final Site Plan.**

The following wetland related items are required for this project:

Item	Required/Not Required/Not Applicable
Wetland Permit (specify Non-Minor or Minor)	Required (Minor Permit; the Plan proposes 2,891 square feet [0.07-acre] of permanent wetland impact)
Wetland Mitigation	Not Required
Wetland Buffer Authorization	Required (The Plan proposes 7,843 square feet [0.18-acre] of permanent wetland buffer impacts)
MDEQ Permit	Not Likely Required (It is the Applicant's responsibility to contact MDEQ in order to determine the regulatory status of the on-site wetland)
Wetland Conservation Easement	Not Required

**On-Site Wetland Evaluation**

ECT previously reviewed the site for the presence of regulated wetlands as defined in the City of Novi Wetland and Watercourse Protection Ordinance. The goal of this review was to verify the location on-site wetland resources

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identified by King & MacGregor Environmental, Inc. on April 25, 2016 and assess their regulatory status. ECT's investigation was completed on May 17, 2016.

Although not indicated on the City of Novi's Regulated Wetland Map (see Figure 1), ECT identified one wetland area within the subject property at the time of the site inspection. This wetland was identified by King & MacGregor as Wetland A and wetland flag numbers are indicated as A-1 through A-10 (see Figure 2). The wetland area consists of a forested wetland with emergent and scrub-shrub components; dominant vegetation included Eastern cottonwood (*Populus deltoides*), common buckthorn (*Rhamnus cathartica*), elderberry (*Sambucus canadensis*), reed canary grass (*Phalaris arundinacea*), white panicle aster (*Symphotrichum lanceolatum*), and late goldenrod (*Solidago altissima*).

Surface water appears to be present intermittently, based on seasonal precipitation and groundwater. The presence of hydric soils, inundation shown on aerial photographs and a fairly well defined line separating wetland and upland vegetation appear to indicate that wetland hydrology is present within the mapped wetland areas. Photographs depicting conditions at the time of the site investigation are attached.

#### Wetland Impact Review

The Plan appears to propose the filling of Wetland A and the associated 25-foot wetland setback in its entirety to accommodate the parking lot addition. This includes an impact to all of Wetland A (2,891 square feet; 0.07-acre). The Plan proposes approximately 160 cubic yards of fill within this wetland. The Plan proposes approximately 200 cubic yards of fill within the 7,843 square foot (0.18-acre) wetland buffer.

#### Regulatory Status

The City of Novi Code of Ordinances Chapter 12, Article 5 *Wetlands and Watercourse Protection* regulates all wetlands over two acres in size, all wetlands contiguous to watercourses, and all wetlands considered essential. The wetland essentiality criteria as described in the Wetland and Watercourse Protection Ordinance are included below. Wetlands deemed essential by the City of Novi require the approval of a use permit for any proposed impacts to the wetland.

*All noncontiguous wetland areas of less than two (2) acres which appear on the wetlands inventory map, or which are otherwise identified during a field inspection by the city, shall be analyzed for the purpose of determining whether such areas are essential to the preservation of the natural resources of the city....In making the determination, the city shall find that one (1) or more of the following exist at the particular site:*

- (1) The site supports state or federal endangered or threatened plants, fish or wildlife appearing on a list specified in Section 36505 of the Natural Resources Environmental Protection Act (Act 451 of 1994) [previously section 6 of the endangered species act of 1974, Act No. 203 of the Public Acts of 1974, being section 229.226 of the Michigan Compiled Laws].*
- (2) The site represents what is identified as a locally rare or unique ecosystem.*
- (3) The site supports plants or animals of an identified local importance.*
- (4) The site provides groundwater recharge documented by a public agency.*
- (5) The site provides flood and storm control by the hydrologic absorption and storage capacity of the wetland.*

- (6) *The site provides wildlife habitat by providing breeding, nesting or feeding grounds or cover for forms of wildlife, waterfowl, including migratory waterfowl, and rare, threatened or endangered wildlife species.*
- (7) *The site provides protection of subsurface water resources and provision of valuable watersheds and recharging groundwater supplies.*
- (8) *The site provides pollution treatment by serving as a biological and chemical oxidation basin.*
- (9) *The site provides erosion control by serving as a sedimentation area and filtering basin, absorbing silt and organic matter.*
- (10) *The site provides sources of nutrients in water food cycles and nursery grounds and sanctuaries for fish.*

*After determining that a wetland less than two (2) acres in size is essential to the preservation of the natural resources of the city, the wetland use permit application shall be reviewed according to the standards in subsection 12-174(a).*

It is ECT's opinion that the wetland identified on the site provide functions which would meet the essentiality criteria as described in the City's wetland ordinance (i.e., storm water storage/flood control, wildlife habitat, etc.), and therefore should be considered City regulated wetland. The Applicant will need a City of Novi (Minor) Wetland Permit and Wetland Buffer Authorization for the proposed project.

The on-site wetland does not appear to be regulated by the Michigan Department of Environmental Quality (MDEQ). The MDEQ generally regulates wetlands that are within 500 feet of a watercourse/regulated drain or part of larger wetland systems that are greater than 5 acres in size. It should however, be noted that final determination of regulatory status should be made by the MDEQ.

#### **Wetland Comments**

Please consider the following comments when preparing subsequent site plan submittals:

1. It is the Applicant's responsibility to contact MDEQ in order to determine the regulatory status of the on-site wetland. The Applicant should provide a copy of any MDEQ permit application and/or letter of no jurisdiction for the current project to the City for review, when available. This information is necessary prior to finalizing the City Wetland Permit and wetland buffer authorization documents.

#### **Recommendation**

ECT recommends approval of the Preliminary Site Plan for wetlands with the condition that the Applicant satisfactorily address the items noted in the "*Wetland Comments*" section of this letter prior to submittal of the Final Site Plan.



Feldman Chevy Parking Lot Addition (JSP16-0031)  
Wetland Review of the Preliminary Site Plan (PSP16-0159)  
November 2, 2016  
Page 4 of 7

If you have any questions regarding the contents of this letter, please contact us.

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Pete Hill, P.E.  
Senior Associate Engineer

cc: Adrianna Jordan, City of Novi Temporary Planner  
Sri Komaragiri, City of Novi Planner  
Richelle Leskun, City of Novi Planning Assistant  
Rick Meader, City of Novi Landscape Architect  
Kirsten Mellem, City of Novi Planner

Attachments: Figure 1 (City Regulated Wetland Map)  
Figure 2 (Wetland Location Map)  
Site Photographs



Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate project area is highlighted in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue). Note: Map does not indicate wetlands on-site.





Figure 2. Preliminary Wetland Boundary Map (provided by King and MacGregor Environmental).



**Site Photographs**



**Photo 1.** Wetland A, facing southeast.



**Photo 2.** Wetland A, facing northwest.

# WOODLAND REVIEW

November 2, 2016

Ms. Barbara McBeth  
City Planner  
Community Development Department  
City of Novi  
45175 West Ten Mile Road  
Novi, MI 48375

Re: Feldman Chevy Parking Lot Addition (JSP16-0031)  
Woodland Review of the Preliminary Site Plan (PSP16-0159)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Feldman Chevy Parking Lot Addition project prepared by Alpine Engineering, Inc. dated October 14, 2016 (Plan). The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. The project is located south of Grand River Avenue between Novi Road and Meadowbrook Road just west of the existing Feldman Chevrolet car dealership (Section 23). The site is specifically located between Constitution Drive and Park Drive East. ECT completed a site verification/woodland status inspection on May 17, 2016. The subject property consists of 1.67-acres that includes maintained lawn, tree and shrub-dominated uplands, and a small wetland area.

The site plan appears to propose the construction of 141 additional parking spaces for additional/inventory vehicles.

**ECT recommends approval of the Preliminary Site Plan for woodlands with the condition that the Applicant satisfactorily address the items noted in the "Comments" section of this letter prior to submittal of the Final Site Plan.**

The following woodland related items are required for this project:

Item	Required/Not Required/Not Applicable
Woodland Permit	Required
Woodland Fence	Required
Woodland Conservation Easement	Required

What follows is a summary of our findings regarding on-site woodlands associated with the proposed project.

**Woodland Evaluation**

As noted above, the site does contain City of Novi Regulated Woodlands. The majority of the project's limits of disturbance is located within an area mapped as City Regulated woodland (see Figure 1). The current Plan does include a woodland survey and tree list that includes the proposed woodland impacts. The majority of the on-site trees are cottonwoods (*Populus deltoides*) ranging in diameter from 8 inches to 22 inches. The site also contains Austrian pine (*Pinus nigra*), black locust (*Robinia pseudoacacia*), mulberry (*Morus alba*) and black willow (*Salix nigra*).



It should be noted that the purpose of the City of Novi Woodland Protection Ordinance (Chapter 37) is to:

1. *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
2. *Protect the woodlands, including trees and other forms of vegetation, of the city for their economic support of local property values when allowed to remain uncleared and/or unharvested and for their natural beauty, wilderness character of geological, ecological, or historical significance; and*
3. *Provide for the paramount public concern for these natural resources in the interest of health, safety and general welfare of the residents of the city.*

#### **Woodland Impact Review**

As shown, there appear to be significant impacts proposed to regulated woodlands associated with the site construction. The Plan notes that a total of 83 of the 87 on-site, regulated trees will be removed as a result of the proposed project.

A *Woodland Summary* Table has been included on the *Woodland Plan* (Sheet L-3). The Applicant has noted the following:

- Total Regulated Trees 87
- Regulated Trees Removed: 83 (95% Removal)
- Regulated Trees Preserved: 4 (5% Preservation)
  
- Stems to be Removed 8" to 11": 55 x 1 replacement (Requiring 55 Replacements)
- Stems to be Removed 11" to 20": 25 x 2 replacements (Requiring 50 Replacements)
- Stems to be Removed 20" to 30": 1 x 3 replacements (Requiring 3 Replacements)
- Stems to be Removed 30"+: 0 x 4 replacements (Requiring 0 Replacements)
- Multi-Stemmed Trees (2 trees): (Requires 8 Replacements)
  
- Total Replacement Trees Required: 116 Replacements

The *Landscape Plan* (Sheet L-1) notes that of the 116 required Woodland Replacement Trees required, 30 Woodland Replacement Credits will be provided for on-site (25%). The remaining credits (86) will be paid into the City of Novi Tree Fund (i.e., 75% of the required Woodland Replacement credits).

#### **City of Novi Woodland Review Standards and Woodland Permit Requirements**

Based on Section 37-29 (*Application Review Standards*) of the City of Novi Woodland Ordinance, the following standards shall govern the grant or denial of an application for a use permit required by this article:

*No application shall be denied solely on the basis that some trees are growing on the property under consideration. However, the protection and conservation of irreplaceable natural resources from pollution,*

*impairment, or destruction is of paramount concern. Therefore, the preservation of woodlands, trees, similar woody vegetation, and related natural resources shall have priority over development when there are location alternatives.*

In addition,

*"The removal or relocation of trees shall be limited to those instances when necessary for the location of a structure or site improvements and when no feasible and prudent alternative location for the structure or improvements can be had without causing undue hardship".*

There are a significant number of replacement trees required for the construction of the proposed development. While the overall ecological values of the existing woodlands cannot be immediately replaced through the planting of woodland replacement trees, the applicant appears to be prepared to meet the requirements of the Woodland Ordinance through on-site Woodland Replacement Credits and/or a payment to the City of Novi Tree Fund.

A Woodland Permit from the City of Novi is required for the proposed impacts to trees 8-inch diameter-at-breast-height (DBH) or greater and located within an area designated as City Regulated Woodland, or any tree 36-inches DBH regardless of location on the site. Such trees shall be relocated or replaced by the permit grantee. All deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater and all coniferous replacement trees shall be six (6) feet in height (minimum).

#### **Proposed Woodland Replacement**

The *Landscape Plan* indicates that the 30 proposed, on-site woodland replacement trees will all be 2.5-inch diameter deciduous trees:

- 6 – Red maple (*Acer rubrum*);
- 5 – Sugar maple (*Acer saccharum*);
- 5 – Tulip tree (*Liriodendron tulipifera*);
- 6 – Red oak (*Quercus rubra*);
- 4 – Basswood (*Tilia americana*);
- 4 – Bald cypress (*Taxodium distichum*).
- 30 – Woodland Replacements Provided

All Woodland Replacement material is acceptable, per the City of Novi Woodland Tree Replacement Chart.

#### **Woodland Comments**

Please consider the following comments:

1. A Woodland Replacement Performance financial guarantee for the planting of replacement trees will be required. This financial guarantee will be based on the number of on-site woodland replacement trees (credits) being provided at a per tree value of \$400. This financial guarantee will be **\$14,400** (30 on-site Woodland Replacements x \$400/replacement credit x 1.2).

Based on a successful inspection of the installed on-site Woodland Replacement trees, the original Woodland Financial Guarantee shall be returned to the Applicant. Twenty-five percent (25%) of the value of the Woodland Replacement material shall be kept for a period of 2-years after the successful inspection of the tree replacement installation as a *Woodland Maintenance and Guarantee Bond*. This Woodland

Maintenance and Guarantee Bond will be **\$3,000** (30 on-site Woodland Replacements x \$400/replacement credit x 0.25).

2. The Applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site (i.e., 86 Woodland Replacement credits). This payment shall be **\$34,400** (86 Woodland Replacement credits x \$400/replacement credit).
3. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual*.

**Recommendation**

ECT recommends approval of the Preliminary Site Plan for woodlands with the condition that the Applicant satisfactorily address the items noted in the "*Woodland Comments*" section of this letter prior to submittal of the Final Site Plan.

If you have any questions regarding the contents of this letter, please contact us.

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Pete Hill, P.E.  
Senior Associate Engineer

cc: Adrianna Jordan, City of Novi Temporary Planner  
Sri Komaragiri, City of Novi Planner  
Richelle Leskun, City of Novi Planning Assistant  
Rick Meader, City of Novi Landscape Architect  
Kirsten Mellem, City of Novi Planner

Attachments: Figure 1



Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate project area is highlighted in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue).

## TRAFFIC REVIEW



AECOM  
27777 Franklin Road  
Southfield  
MI, 48034  
USA  
aecom.com

**Project name:**  
JSP16-0031 Preliminary Traffic Review

**From:**  
AECOM

**Date:**  
November 7, 2016

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

**CC:**  
Sri Komaragiri, Kirsten Mellem, Rob Hayes,  
Adrianna Jordan, Jeremy Miller, Richelle Leskun

# Memo

**Subject:** Feldman Preliminary Traffic Review

The preliminary site plan was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City.

## GENERAL COMMENTS

1. Feldman Chevrolet of Novi is located on the south side of Grand River Avenue between Novi Road and Meadowbrook Road. The applicant is proposing a parking lot addition located on the existing property.
2. The site is currently under B-3 and RM-1 zoning. The applicant is proposing B-3 and P-1 zoning.
3. Parking modifications include the removal of 49 parking spaces and the addition of 190 parking spaces for a net addition of 141 parking spaces.
4. Waivers/Variances:
  - a. The applicant has requested a waiver for the Rezoning Traffic Impact Study (RTIS) (**AECOM SUPPORTS**)

## TRAFFIC IMPACTS

1. The additional parking spaces will be used for inventory and therefore no additional trips are expected as a result of the parking lot addition. **The applicant has requested a waiver for the Rezoning Traffic Impact study (RTIS).**

## EXTERNAL SITE ACCESS AND OPERATIONS

*The following comments relate to the external interface between the proposed development and the surrounding roadway(s).*

1. The parking lot addition does not involve construction of a new driveway.
2. Changes to the external roadway are not required.
3. The proposed modifications to the parking lot do not affect the sight distance nor the driveway spacing of the existing development.
4. There are an adequate number of site access drives provided on the existing property.



## INTERNAL SITE OPERATIONS

*The following comments relate to the on-site design and traffic flow operations.*

1. General traffic flow
  - a. Large trucks and emergency vehicles are able to maneuver through the proposed parking lot as the proposed aisle widths and turning radii are large enough to accommodate larger vehicles.
  - b. The existing loading zones and dumpster locations will not be modified.
2. Parking facilities
  - a. The applicant is proposing an additional 141 parking spaces to the existing property.
  - b. Parking spaces that border a curbed area were designed at a length of 18.5' with a six inch curb. The City requires parking spaces against a six inch curb to be a minimum of 19 feet in length.
  - c. None of the proposed parking spaces are ADA parking spaces as they will be used for inventory.
  - d. Parking end islands were generally designed to meet City standards, however, the west end of the parking row (9 spaces) located north of the southernmost parking aisle does not appear to be at least 3 feet less than the adjacent parking space. Please include the dimensions for the required three foot offset of the end of parking rows.
3. Sidewalk Requirements
  - a. There is existing sidewalk installed on the north end of the property along Grand River Avenue.
4. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices.

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

Sincerely,

**AECOM**



Sterling J. Frazier, E.I.T.  
Reviewer, Traffic/ITS Engineer



Matthew G. Klawon, PE  
Manager, Traffic Engineering and ITS Engineering Services

## FIRE REVIEW



June 9, 2016

TO: Barbara McBeth- City Planner  
Kirsten Mellem- Plan Review Center  
Sri Komaragiri- Plan Review Center

RE: Marty Feldman Automotive, parking lot expansion

PSP#16-0073

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Gwen Markham

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Brian Burke

**City Manager**  
Pete Auger

**Director of Public Safety  
Chief of Police**  
David E. Molloy

**Director of EMS/Fire Operations**  
Jeffery R. Johnson

**Assistant Chief of Police**  
Erick W. Zinser

**Assistant Chief of Police**  
Jerrod S. Hart

**Project Description:**

Parking lot expansion to the West and South of the facility.

**Comments:**

**Maintain current Fire Lane parking signage to insure adequate access to all structures.**

**Recommendation: Approval**

Sincerely,

Joseph Shelton- Fire Marshal  
City of Novi – Fire Dept.

cc: file

**Novi Public Safety Administration**  
45125 W. Ten Mile Road  
Novi, Michigan 48375  
248.348.7100  
248.347.0590 fax

cityofnovi.org

APPLICANT RESPONSE LETTER



46892 West Road, Suite 109  
Novi, Michigan 48377  
Phone: (248) 926-3701  
Fax: (248) 926-3765  
Web: www.alpine-inc.net

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December 2, 2016

Kirsten Mellem  
City of Novi Community Development Department  
45175 West 10 Mile Road  
Novi, Michigan 48375

**Re: Feldman Chevy - Parking Lot Expansion  
Preliminary Site Plan  
City of Novi Review# JSP16-31  
Alpine Engineering Inc. Project #08-172.4**

Dear Kirsten:

Please note we would like to make further changes to the Site Plan prior to Planning Commission consideration.

Sincerely,  
Alpine Engineering, Inc.

Thomas Gizoni

Cc: Jay Feldman via email  
Mark Szerlag via email