

DRAFT

MAY 3, 2023

COMMITTEE MEETING MINUTES



MASTER PLAN STEERING COMMITTEE MINUTES

CITY OF NOVI

May 3, 2023 6:00 PM

Activities Room
45175 Ten Mile Road, Novi, MI 48375
(248) 347-0475

1. Roll Call

Members Present:	<i>Planning Commission:</i> John Avdoulos (Chair), David Dismondy <i>Council:</i> Mayor Pro-Tem Dave Staudt <i>Staff:</i> Lindsay Bell, Victor Cardenas, Ben Croy, Barb McBeth, Rick Meader
Members Absent:	Mike McCreedy, Ed Roney, Ramesh Verma
Support/As Needed:	Charles Boulard, James Hill, Ben Peacock, Tom Schultz
Consultants:	John Iocoangeli (Planner), Lia Michaels (Engineer)

2. Approval of Agenda

Item e. Open House Summary was added to the agenda under Discussion Items. The May 3, 2023 agenda was unanimously approved.

3. Approval of the March 2, 2023 Committee Meeting Minutes

The March 2, 2023 minutes were unanimously approved.

4. Discussion Items

a. Thoroughfare Plan

Lia Michaels, Engineer with Hubbell, Roth & Clark, presented an overview of the thoroughfare planning that has been done. Some of the information regarding existing conditions has been seen at previous meetings, however since then some of the planned corridor improvements have been modeled as well as some potential improvements to the roadways to improve capacity have been identified.

a. Thoroughfare Master Plan Presentation Summary Memo

In the packet there is a two-page memo with a summary of the capacity analysis. The SEMCOG Travel Demand Forecast Model (TDFM) was used to forecast what future capacity will look like along these roads. The measure used is a Volume-to-Capacity (V/C) ratio which ranges on a scale of zero to 1. Zero being no demand, anything over the number 1 means the demand exceeds capacity.

b. Volume to Capacity Map and Projections

There are three maps in the packet. The first map shows 2022 Volume-to-Capacity ratios for PM peak hours, so the worst case over a 24 hour period on the roads. This is a baseline of existing conditions. The legend shows a color-coded breakdown of Volume-to-Capacity ratios, with the red lined roads being the worst where volume exceeds capacity. The orange roads are the next highest level of volume approaching capacity.

The 2032 planned capacity improvements map shows how the network reacts to the improvements that have already been planned in the City. These are identified by the 6 bullets on page 2 of the memo as well as shown as circled areas on the map. This model took into account the I-96 Flex-Route under construction, installing a two way center left turn lane on Ten Mile Road from Meadowbrook to Haggerty, widening Twelve Mile from Beck to Cabaret to a four lane boulevard, widening Beck Road from Eleven Mile to Providence to a five lane road, installing a two way center turn lane on Wixom Road from Drakes Bay Drive to Kelsey Bay Drive and from Ravine Drive to Island Lake Drive.

The 2032 potential capacity improvements map identifies potential projects for select areas where demand is reaching or exceeding capacity. These are projects that are not in the City's current capital improvement budget, but they are areas that will improve Volume-to-Capacity ratios as shown in Table 1 in the memo. All of the projects shown in the table reflect improved ratios, with the exception of paving Nine Mile from Napier Road to Beck Road as would be expected when paving a gravel road, it would tend show more volume. The list in Table 1 identifies several areas for potential improvement either through widening to a five-lane road or installing a two-way left turn lane. In addition, extending Taft Road from Grand River to the north up to Twelve Mile would also affect the overall network by providing a connection that currently does not exist.

Mayor Pro-Tem Dave Staudt inquired if the assumptions include that Beck Road as it connects to Wayne County at Eight Mile would be widened as well as that area is where a bottleneck occurs. Lia Michaels relayed unless Wayne County has a planned project already input into the SEMCOG future model, it is not reflected in the projections. Ben Croy relayed that Northville is opposed to widening Beck Road at this time.

Rick Meader inquired about the section of Grand River that is shown as orange on the 2022 Volume-to-Ratio PM Peak map and shown red on the 2032 Planned Capacity Improvements map. Lia Michaels indicated that roads naturally have a growth factor.

Victor Cardenas relayed that paving Nine Mile as shown in Table 1 is not a high priority due to the number of trees that would need to be removed and the high cost that would be incurred.

Ben Croy noted that there was deliberation as to whether the proposed paving of Nine Mile should be included in the Table, but it was included for discussion purposes.

Chair Avdoulos noted that the sewer construction along Nine Mile is completed, but the road is horrible. Eight Mile gets backed up every morning from Beck Road to Garfield Road, so there is an increase in traffic on Nine Mile just to advert waiting in line on Eight Mile. The sewer construction created areas where the road got worse, with a lot of potholes, and there is no place for water to go so even the addition of ditches could help.

Mayor Pro-Tem Staudt inquired to Ben Croy whether going forward if roads would include ditches. Ben Croy replied that most likely they would not as they usually have curb, gutter and storm sewer now. Ben Croy relayed a double chip seal has been done in the past, however it does not last. A rough estimate was done to pave Nine Mile at full width with curb, gutter and storm sewer and it was approximately \$30 million.

David Dismondy inquired about the timing of the six projects identified on the top of page two in the memo. Lia Michaels responded that they are all currently in progress or planned within the next ten years.

David Dismondy inquired about the process for the potential project improvements to happen. Victor Cardenas relayed that there is a process in terms of Federal and county

funding, as well as being presented in the capital improvement program that goes before the Planning Commission. Jeff Herzeg, Director of Public Works, works on getting funding. The City collaborates with the County on road projects.

b. Accessory Dwelling Units

Planner James Hill relayed the memo in the packet was meant to serve as an introduction to the concept of Accessory Dwelling Units (ADUs) which can be either attached or unattached, and located within an existing single-family house or single-family lot. Accessory Dwelling Units contain things that make them a separate living space from an existing living space. They are generally meant to provide a living space to live closer to family such as the elderly looking to age in place or younger people who wish to live close to family but want to establish an independent living style.

The memo is meant to prompt Steering Committee discussion as to whether to include ADUs as part of the zoning ordinance and any restrictions that should be considered in the Master Plan for Land Use. Currently ADUs are not included in Novi's zoning ordinance as a permitted use anywhere in the City.

Mayor Pro-Tem Staudt inquired as to what type of analysis has been done to gauge the interest of developers. James Hill replied that this is just an idea at this point, no analysis has been conducted yet.

Barb McBeth added that this is envisioned to be done by single family homeowners to have the option to add on an additional living quarter for a family member or a caregiver.

Chair Avdoulos added that this idea was prompted during COVID, when for example a detached garage was made into a separate apartment for family to visit, or for someone to quarantine, or for a separate work from home office. Recently in other parts of the country, notably in the south, subdivisions are developing with homes that have the main entry for the home, then a separate entry next to it for an in-law type suite. In the last year this is gaining popularity due to price, families wanting to be closer together, and remote work opportunities which allow living anywhere.

Mayor Pro-Tem Staudt inquired as to how this would be implemented. John locoangeli replied that it is usually implemented through a zoning ordinance revision and applied to single family districts only. Some communities regulate the number allowed per year, other communities regulate through a Special Land Use, other communities allow ADUs by right. HOA covenants would take precedent. Accessory Dwelling Units are not always targeted towards family members. There is an opportunity for communities that rely heavily on service sector employment where people have to commute into the community, ADUs provide supplemental housing for non-family members at a lower rent. Mr. locoangeli relayed that he has typically found lot coverages at 30-35% will allow an ADU to be built in the yard, they are typically small at around 600 square or the size of a one bedroom apartment.

Mayor Pro-Tem Staudt inquired as to where these are currently seen in Michigan. Mr. locoangeli relayed he has seen ADUs in Traverse City, Marquette, Ann Arbor, several communities have them.

Barb McBeth added that Jeff Muck has an example from Hamburg Township that he could share with the Committee if there is interest. If this Committee thinks this would be appropriate for further study, it could be one of the recommendations that is offered to be included in the Master Plan. After the recommendation, the text amendment that would allow ADUs to be developed would go through the process to be presented to the Planning Commission and City Council.

Audience Member Charles Bilyeu added that he has lived in different communities that have ADUs and he asks the Committee to pay attention to making sure the right restrictions are in place on what they can be used for. They can become rental units very quickly for revenue, which can impact school enrollment and there is no way to show tax as a result. There may be additional tax on the property though since it's been improved. It is a good concept, but it must be put in place in the right way.

John locoangeli added that when he writes ordinances for ADUs, they are prohibited from being used as short-term rentals. The whole purpose is to provide year-round supplemental housing for the community. Not to overcomplicate, primarily communities along the Great Lakes for example will contract with compliance software companies such as Graticus, who will run data to show how many short-term rentals are occurring in the community, at what frequency, at what location, how often, and the amount of revenue generated. This is a way communities can enforce the provisions.

John locoangeli added that while ADUs are something that should be included in the Master Plan, it will take additional thought, discussion, and research by the City Planning team. In today's world where housing demand is critical, this is an opportunity to inject additional housing into a community that has a lot of demand.

c. Land Use Plan Update

a. Summary Memo

John locoangeli relayed that the Committee has three documents in their packet for review and comment as well as a summary memo.

b. DRAFT Future Land Use Plan

John locoangeli referred to the copies of the proposed Future Land Use map, which has gone through a number of iterations between the consultant team and City Planning team. It includes the proposed mixed-use districts primarily along the I-96 corridor between Grand River and Twelve Mile Road, east of M-5. Other than those mixed-use districts, a significant portion of the City in the Future Land Use map remains the same.

c. DRAFT Future Land Use Categories

A couple of categories have changed as a result of information that has been acquired through the survey, Open Houses, and discussion with the Planning team. We are at the point to present it to the Steering Committee for input. Many of the opportunity zones that the Committee has looked at in the past have been addressed, with the exception of the southwest corner of the City along Eight Mile.

During the Open House, residents were asked about the eight different opportunity areas listed on the Open House Summary in terms of maintaining, evolving or transforming the areas. Areas identified by residents for transformation were the Town Center area, Twelve Oaks Mall, and West Grand River area. There was some interest in transforming the M-5 and Fourteen Mile area and Fountain Walk area. Many responses indicated the desire to maintain the southwest corner by Eight Mile Road and the Links of Novi area.

The big takeaway from the Future Land Use discussions from previous meetings is setting up the mixed-use districts to allow them to transform in the future based on future market conditions.

Audience Member Karen Cortis inquired regarding clarification for the east side of M-5 at Fourteen Mile. John locoangeli relayed that this area is being developed for Office, Service, Technology.

Mayor Pro-Tem Staudt inquired as to the intention to leave the Links of Novi as single-family zoning. John locoangeli replied that it is currently single-family, in the last development proposal a portion was to be identified as public park. One of the things proposed in the zoning plan in addition to the mixed-use districts is that the City had a general Planned Unit Development ordinance that would allow that property to be developed as a PUD in the future depending on if a developer came in.

John locoangeli asked Lindsay Bell to go over the email received from Andrew Mutch that pointed out some areas of inconsistency and areas of interpretation. Lindsay Bell thanked Mr. Mutch for his work in creating the list and the Staff agreed with many of the items noted. Ms. Bell noted from the list a parcel on Ten Mile Road near Wixom Road in Section 29 is showing as single-family zoning, but it may have been designated as park land. This would be researched further to clarify and resolve.

In Section 30, a parcel at Ten Mile and Napier Road currently owned by the Road Commission for Oakland County is zoned R-A but is shown as a Public/Quasi-Public use on the Future Land Use map. The Committee discussed how this property should be designated and determined further research would be needed.

In Section 24, there are two parcels at Meadowbrook and Ten Mile that are shown as Neighborhood Commercial on the new map and shown as Community Office on the prior map. The parcels are currently zoned RM-1, yet the Senior Center and small office building existing there are consistent with an OS-1 zoning. John locoangeli relayed that Neighborhood Commercial allows for professional and service businesses, so the idea was that intersection which has a commercial flavor to it will have a little more flexibility in the future. John locoangeli relayed his concern the Future Land Use map should not be so detailed that it removes the potential for changes in land use based on current market trends.

In Section 24, the parcel recently converted to the Sprinter Shop at the northwest corner of Grand River and Haggerty is used along with the BMW dealership, so that is why it was changed to Community Commercial from the previous Industrial Research Development Technology.

In Section 24, the parcels on the south side of Grand River near Joseph Drive and Bashian Drive that were shown as Light Industrial, including the Kroger offices are now shown as Community Commercial. These parcels are surrounded mainly by commercial, so the change to Community Commercial is consistent with the area.

In Section 25, on the southeast corner of Ten Mile and Meadowbrook, two parcels were previously designated as Community Office and are now shown as Neighborhood Commercial. They are both zoned B-1 which would fit with Neighborhood Commercial, but if the intent was to see those redeveloped as an office use, then it could be changed back to Community Office. The Committee determined Neighborhood Commercial is the appropriate designation.

In Section 35, on the southeast corner of Nine Mile and Novi Road, the Clarkson Eyecare building was previously shown as Industrial, however the Eyecare center has been there a long time. It is adjacent to Community Commercial to the south, so it has been changed to match that.

Mayor Pro-Tem Staudt inquired about the property on Garfield Road with the 100-year conservation easement which is listed as a Public Park. Barb McBeth replied that on a previous plan it was listed as Public, it should be corrected to Public/Quasi-Public rather than Public Park.

d. DRAFT Zoning Plan

The Zoning Plan is required in the Master Plan and is referred to as the bridge between the Future Land Use Map and the current Zoning Ordinance. The Zoning Plan would specify which changes need to be made in the zoning code to advance the implementation of the Future Land Use Map.

Future Land Use categories were reviewed and the applicable zoning districts that are related to these categories were discussed for possible revisions. Under the Single-Family category the possible revision would be the inclusion of Accessory Dwelling Units. No revisions were recommended for the other zoning districts since the Future Land Use categories match well with the existing categories. The areas for further revision to the zoning code are to accommodate the four mixed-use districts – Commercial Mixed-Use, General Mixed-Use, Town Center Mixed-Use and Office, Service, Technology Mixed-Use. These would all require an amendment to include a Planned Unit Development (PUD) overlay option in the zoning code. It would not require rezoning; it is an overlay on top of existing zoning districts.

This strategy was proposed so the City would not have to go through a major rezoning of properties within the central core of the community. The overlay of PUD is designed such that can be exercised by a developer with City approval to develop properties within those areas.

The last recommendation would be to implement a general PUD provision that can be used anywhere in the City for a parcel in excess of 10 acres, and again this would require Planning Commission review and City Council approval.

In summary, the main focus of the zoning plan is the PUD, the other districts would remain the same so there are not substantial changes to the current zoning code.

Charles Boulard inquired for clarity whether the PUD would offer more flexibility than the current Planned Rezoning Overlay (PRO) option and whether it would be the same set of guidelines for each of the four proposed mixed-use categories.

John locoangeli relayed it would be set up by referring to the regulated uses in the Master Plan Land Use categories. For example, in the Commercial Mixed-Use area, which is the Twelve Oaks Mall and Fountain Walk area, the non-residential uses that would be allowed are specified as regulated uses in the Master Plan. This would include retail regional and national franchises, general retail, restaurants, professional offices, hotels, open spaces and plazas, and parking structures. Residential would allow for upper story apartments and lofts, attached single-family and multiple family.

Charles Boulard inquired whether there would be a one PUD description that would focus on each of the four mixed-use categories and a separate PUD that would apply to parcels over 10 acres.

John locoangeli replied that he would like to see a PUD chapter and its own code. Then depending on where the PUD is located, the regulated uses would be outlined in the code, falling back on the Master Plan. Another general PUD for any parcel over 10 acres would be a Master Plan as negotiated between the Planning Commission and City Council.

City Attorney Tom Schultz added that the PRO is a form of PUD but it is narrow and restrictive in that it requires rezoning to a particular district and allows only the uses in that district. What is being proposed is more general, but it would still be tied to the concepts within the Master Plan.

City Attorney Schultz relayed as an example, if the developer for The Links of Novi wanted to change the mix of housing based on current market trends from single-family detached to attached residential and single-story ranches, along with 10,000 square feet of Neighborhood Commercial to include a coffee shop or bakery, the general PUD would allow that. It would still fall back on the overall context of the Master Plan but would offer some flexibility for the developer to suggest other uses, which would still need to come before the Planning Commission and City Council.

Audience Member Karen Cortis inquired as to whether upper story apartments would be included in a PUD in a residential area. John locoangeli replied that usually not, upper story apartments are associated with commercial buildings and retail.

Audience Member Linda Wash relayed it is evident that a lot of work has gone into this Future Land Use evaluation and inquired how often this is done. John locoangeli replied that it is not approved yet, but it is typically done every 6-7 years.

Chair Avdoulos added that we coordinate with surrounding communities to look at Master Plans and make sure there are boundary similarities that flow well together.

- d. Additional meeting dates proposed: June 14 and August 9

Chair Avdoulos asked the Committee to review the proposed June 14th and August 9th dates and upon consensus to mark their calendars for the 6:00PM meetings.

- e. Open House Summary

The Open House Summary was previously covered under item C of the Land Use Plan Update.

5. Next Steps

- a. Review Draft Chapters

John locoangeli plans to review the draft chapters at the August 9th meeting.

- b. Review Guiding Principles and Strategies

John locoangeli relayed that the Guiding Principles and Strategies will be available for review at the June 14th meeting. Then a preliminary full draft of the plan will be available by mid-July so it can be reviewed before the August 9th meeting.

6. Audience Participation and Correspondence

Charles Bilyeu his appreciation for all that is done to keep the City well-managed. He has lived in Novi for 12 years and has previously lived in several other places in the world and across the United States. He moved to Novi for the schools, the inclusive community, and for the City planning. He has lived in places where the planning was not done well which made it a not a great place to live. The reason he attended the meeting tonight is due to the upcoming planned development for apartments near Deerfield Elementary. He wants to bring awareness to an uprising against this proposed development. The developer has told residents that the development is already approved, and what's being approved is a density far beyond the current R-1 zoning. It is currently exceeding RM-1 as well. It is well beyond what is being done for suburban overlays. If a development is done well like the Villas of Stonebrook, which was also done as an overlay, it is done in the right way for residents. This development is not following that strategy. Many residents who are opposed to what is being proposed plan to attend the Planning Commission and City Council meetings.

Andrew Mutch thanked the Committee for going over the list of items he emailed, he didn't have a strong opinion of them, but wanted to bring them to light to ensure consistency. The Accessory Dwelling Unit concept that was discussed is an interesting idea, and it should be acknowledged that it is already happening in the City. It makes sense to put in place a process for this and the impacts should be recognized. There has been a push in Lansing to strip the control over short-term rentals that the Committee should be aware of. Another concern is the Land Use for the property discussed at Ten Mile and Meadowbrook. This should be reviewed further as the parcels are shallow and border residential homes.

7. Adjourn

The meeting adjourned at 7:30 PM.