



**CITY OF NOVI CITY COUNCIL
APRIL 25, 2022**

SUBJECT: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Royal Crown Estates (\$5,000), Turtle Creek (\$3,801), Westmont Village (\$2,500), Beckenham (\$2,500) and Mirabella (\$3,871.31).

SUBMITTING DEPARTMENT: City Manager's

EXPENDITURE REQUIRED	\$ 17,672.31
AMOUNT BUDGETED	\$ 25,000 (FY 2022-23 BUDGET)
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	101-172.00-816.002

BACKGROUND INFORMATION: The idea for a neighborhood entryway enhancement matching grant program originated in 2013 after the City Council and the City Administration visited Fishers, Indiana, and learned of that community's program which offered subdivisions a matching grant for the beautification of neighborhood entrances. From there, City staff developed a similar grant program- the Neighborhood Entryway Enhancement Matching Grant Program- which offers associations a 50/50 matching grant of up to \$5,000.00 for the beautification of neighborhood entrances through permanent physical improvements, such as the addition or rehabilitation of entrance signs, the construction of flower beds, the planting trees, the upgrading of lighting, and the installation of other related entryway improvements.

The grant stipulations include: all improvements must be located on the perimeter of the neighborhood and visible from the public right-of-way; projects cannot include recurring or maintenance improvement items; organizations are not eligible to be awarded a grant in consecutive years. Five applications were received before the deadline of October 29, 2022. City staff organized the applications for review by the Beautification Commission and provided the evaluation criteria. Project need, impact,

feasibility, and sustainability were taken into consideration when assessing applications. Bonus points were awarded for those proposals that incorporated environmentally sound practices and sustainable elements, such as the use of native plants, LED lighting, and locally sourced materials. All applicants completed all requirements and are recommended for approval by City Council. Staff plans to roll over excess funds from this award cycle, repeat the increased communication methods, and award more applicants in the upcoming award cycle. The Commission recommends the requested grant amounts be awarded to the following five (5) neighborhoods:

- Royal Crown Estates (\$5,000)
- Turtle Creek (\$3,801)
- Westmont Village (\$2,500)
- Beckenham (\$2,500)
- Mirabella (\$3,871.31)

RECOMMENDED ACTION: Approval of the Beautification Commission's recommendation on the Neighborhood Entryway Enhancement Matching Grant Program to award the requested grant amount for the following neighborhoods upon successful completion of the entryway work depicted in the applications: Royal Crown Estates (\$5,000), Turtle Creek (\$3,801), Westmont Village (\$2,500), Beckenham (\$2,500) and Mirabella (\$3,871.31).

Neighborhood Entryway Enhancement Matching Grant Application – ROYAL CROWN ESTATES

Due Date: January 28, 2022 by 5:00pm

Please answer the questions below in a separate document. Questions must be presented in the same order they are presented below. Applications will not be considered if any requested documentation is not included.

I. Applicant Information

- a. **Homeowner's Association or Property Name:** Royal Crown Estates
- b. **Age of the subdivision or neighborhood where the work will be done:** Homes built in the early 1990's, around 30 years old
- c. **First-time Applicant?** Yes
- d. **Project Leader:** Brittany Tessmer
 - Office Held/Position within organization: Social Chair since 2017
 - Address: 45636 Irvine Drive, Novi, MI 48374
 - Telephone: 248-231-9368
 - E-Mail: RCESocialChair@gmail.com
 - Support: Marcia Kowalchuk (Treasurer) – rcehatreasurer@yahoo.com and Brian Fayz (President) – royalcrown268@gmail.com

II. Project Information

Purpose of this project is to replace the three entrances signs of the Royal Crown Estates neighborhood in order to increase value, first impression and reduce maintenance. The current signs are original to the neighborhood (early 1990s) and require costly routine painting to "freshen" the look of the wood portion. The signs are also outdated in comparison to surrounding neighborhoods. Please see attached for pictures of current sign, location and layout including plans for new sign. There are 3 identical signs – Two along Taft Road and one along Nine Mile Road. The sign location will not change and plan is to demo existing sign with stone and replace with "foam" stone design as detailed in the attachment. Surrounding plants will remain the same – no change to the design of the garden bed/median as managed by the HOA. Proposed changes have no effect to or City of Novi, road commission, or other, but will require a special assessment for funding (split among homeowners) in addition to monies available in the HOA account.

Grant Selection Criteria & Evaluation Process

Criteria	Points
1. Subdivision is more than 10 years old	2
2. Improves safety	0
3. Reduces environmental impact	0
4. Improvement from the existing conditions	2
5. Positive impact along visible areas of the city	2
6. Permanent physical improvement and is not on-going or routine maintenance	2
7. Proposed costs appear reasonable	2
8. Use of sustainable materials	1
Total	11

III. Funding Information

SEE ATTACHED BUDGET MATERIAL FOR DETAIL

Estimated total Project Cost: Not to exceed \$69,093.00 (high estimate)

Estimate provided by:

Signs & More
1371 Souter Drive
Troy, MI 48083
(248)-852-0683
Signsandmoremi.com

Funds requested from the City of Novi: \$5,000.00

Funds available from HOA Account: \$27,595.75

(25% of expected cash inflow must remain in the bank at year end)

Special Assessment Funding required: \$41,497.00 (split among homeowner:) :
~\$144 per HO)

Donations include: None

Volunteers include: Possible demolition by HOA and/or volunteer homeowners

TOTAL COST ESTIMATE DETAIL:

	Per Sign	Total (3 signs)
Detail	Signarama	
Dimensions	144" x 60" x 24"	
New Sign Each (x3)	\$18,650.00	\$55,950.00
Installation	\$1,200.00	\$3,600.00
Demo & Removal	\$1,500.00	\$4,500.00
Permits	\$1,200.00	
6% Sales Tax	\$3,843.00	
PROJECT TOTAL	\$69,093.00	
HOA Funding Available	\$27,596.00	
Required for Special Assessment (not including grant)	\$41,497.00	
Per homeowner (288 homes)	\$144.09	

Account Summary:

Funding from Account		
2022 Inflows without Special Assessment	\$	64,285.00
Required Minimum Balance 12/31/22 (25% of Inflows)	\$	16,071.25
Original Estimated 12/31/22 Bank Balance	\$	43,667.00
Funding from Account Available for New Signs	\$	27,595.75

IV. Attachments

- ✓ The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (*Please remove all account numbers from any bank statements that are submitted as part of the grant application*)
- ✓ Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance;
- ✓ Formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project (if applicable)
- ✓ Written permission/approval from the necessary entity if there is an impact on property owners or other non-city agencies (if applicable)
- ✓ Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting
- ✓ Map with project location identified

Royal Crown Estates

Royal Crown Estates is a neighborhood in Novi, MI with around 300 homes. Homes were built in the mid 1990's and with some selling up into the low \$700K range. The neighborhood is located off 9 mile and Taft Roads with 3 separate entrances.



- 3 total entry signs in center median
1. Taft Rd and White Pines Dr
 2. Taft Rd and Dunbarton Dr
 3. 9 Mile Rd and Havergale St



Additional Photos

Two-sided sign in center of median – visible by 2-way traffic off Taft and 9 mile roads



Plan is to demo and replace existing stone/sign and replace with all new.
No change to surrounding landscaping or garden bed.

Current:

3 signs total (2 off Taft, 1 off 9 Mile)

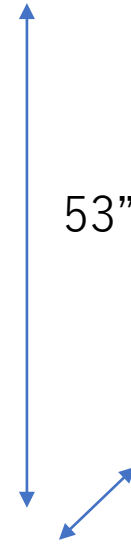
Stone base crumbling in some areas

2-sided painted wood signs requiring repainting every few years costing ~\$1,000 per sign

Goal: Improve first impression of sub-division entry. Many surrounding neighborhood signs are larger, all stone, and timeless.



108"



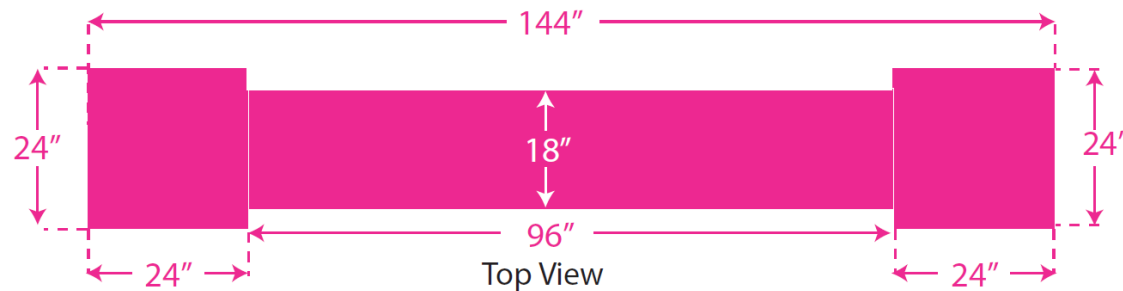
53"

12"

Top Proposal



https://www.signsandmoremi.com/?utm_source=gmb&utm_medium=organic



Detail: Double sided – Foam Sign carved & Painted w/ Stone texture
Including raised letters – black recessed

Material



Architectural
Sign Structures
Accents & Details



Peachtree City
Foamcraft
ARCHITECTURAL ACCENTS & SIGN STRUCTURES



Bringing you
decades of
Signage
experience

Poly-Armor Coating™

At Peachtree City Foamcraft, we use a proprietary plastic coating to encapsulate and protect our structures from the effects of freeze-thaw, mechanical impact and abrasion. This durable polymer provides protection that far exceed the requirements of your City, State and Federal zoning authorities.

We understand that every day is not 75 and sunny. To prove our signs are the best, we tested our monument structures under real world, extreme weather conditions - from sub-zero temperatures to desert heat. The results of our testing prove your monument sign will stand the test of time.



Poly-Armor @ 60 mils 1lb Expanded Polystyrene

	ASTM Test	@77°F	@ 32°F
Impact Resistance	G14	500 IN-LBS	350 IN-LBS
Elongation	ASTM D412	400%	150%
Tensile Strength	ASTM D412	3000PSI	2200 psi
Tear Strength	ASTM D624	250 pli	150 pli
Flexibility <small>over 18" mandrel</small>	ASTM D522	PASS	PASS
Fire Retardant	ASTM E84	PASS	PASS

Our products handle thermal cycling and they will not crack, rot or deteriorate due to extreme weather conditions. Our structures will maintain high impact resistance properties from the day they are put into service to the day they are removed.

Poly-Armor Lasts for Decades

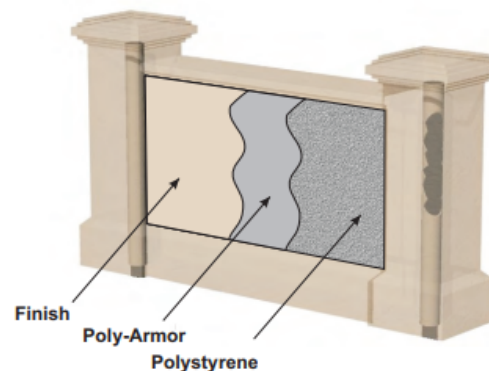
Peachtree West
1561 Foothill Drive
Boulder City, NV 89005
Phone: 702-856-3306
Fax: 702-856-0480

Peachtree Headquarters
386 Senioa Road
Tyrone, GA 30290
Phone: 877-862-0840
Fax: 770-487-5408

Peachtree Northeast
4215 Independence Dr
Schnecksville, PA 18078
Phone: 877-862-0840
Fax: 770-487-5408

WWW.FOAMCRAFT.INFO • SALES@FOAMCRAFT.INFO

Expanded Polystyrene		
Description	Test Method	Results
Density, Minimum	ASTM D303	1.15
Density, Range	ASTM 1622	1.15 - 1.34
Thermal Conductivity @25F @45F @75F	BTU (sq ft) (F/in)	.22 .235 .255
Compression Strength @ 10% Deformation	ASTM D1621	13-18
Flexural Strength psi	ASTM C203	30-38
Tensile Strength psi	ASTM D1623	18-22
Shear psi	ASTM D723	23-25
Water absorption by immersion	ASTM C272	Less than 4%
Thermal Expansion, in/(in.)(F)	ASTM D696	0.000035
Oxygen Index, min, volume %	ASTM C578	24%
Flame Spread	ASTM E-84	20
Smoke developed	ASTM E-84	150-300
Termite Resistance	ASTM D3345(mod)	Passed
Carpenter Ant Resistance	ASTM D3345(mod)	Passed



Finish		
Description	Test Method	Results
Freeze / Thaw	ASTM C-67	No Cracking, checking, crazing, erosion or Other deleterious effects
Freeze / Thaw	ICBO AC24	No Cracking, checking, crazing, erosion, Delamination or other deleterious effects
Water Resistance	ASTM D2247-94	No Cracking, crazing, blistering, erosion or Other deleterious effects
Humidity Resistance	ASTM D-2247	No deleterious change in surface
Mold Resistance	ASTM D3273-94	No growth of mold observed
Abrasion Resistance	ASTM D-968-93	No cracking, checking or loss of film Integrity was observed
Salt Spray	ASTM B117-95	No cracking, crazing, blistering, erosion or o deleterious effects
Accelerated Weathering	ASTM G-53	No surface changes such as cracking, Checking, crazing, erosion
Accelerated Weathering	ASTM G23-93	No surface changes such as cracking, Checking, crazing, erosion
Fade Resistance	ASTM D-1729-89	Passed

City of Novi Grant:

The Neighborhood Entryway Enhancement Matching Grant Program was established by City Council to provide funding assistance to City of Novi's Homeowner Associations to support their efforts to enhance their neighborhoods through high-quality, sustainable neighborhood entranceway beautification projects.

Neighborhoods are eligible for a 50% match up to a maximum \$5,000, at the City's sole discretion.

The intent of this grant is not to completely fund projects, but to assist with as many projects as possible throughout the community.

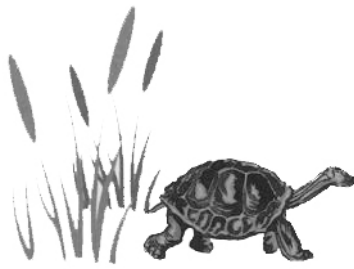
Due Date: January 28, 2022 by 5:00pm

ALL Sign & More Proposals – Cost Reduction Study

	Sign Image	Discription	Sign Cost (Per 1 Sign)	Total Signs Cost (Qt 3)	Installtion Cost Per (1) Sign	Total Installation cost (Qt 3)	Total Cost Per (1) Sign	Total Cost (qt 3)		Estimated Cost	NOVI GRANT
1		Double sided - sign carved and painted with stone texture Including raised letters black recessed	\$18,650	\$55,950	\$1,200	\$3,600	\$19,850.00	\$59,550.00	*Tax & Permit Fees Separate - Does not include removal of old signs		
A		Larger Sign Face - Simple Brick- Double Sided - Faux Foam Stone Texture Subdivision entry Sign - Sub Name & Logo Carved & Painted direct	\$14,650.00	\$43,950.00	\$800.00	\$2,400.00	\$15,450.00	\$46,350.00	*Tax & Permit Fees Separate - Does not include removal of old signs	Permits: \$1,200 Demo: \$1,500 each = \$4,500 Tax: 6%	
B		Larger Sign Face - Simple Brick- Double Sided Faux Foam Stone Texture Subdivision entry Sign - Sub Name & Logo Carved & Painted direct	\$11,950.00	\$35,850.00	\$800.00	\$2,400.00	\$12,750.00	\$38,250.00	*Tax & Permit Fees Separate - Does not include removal of old signs		\$5,000
C		Smaller Sign Face - Simple Brick- Double Sided Faux Foam Stone Texture Subdivision entry Sign - Sub Name & Logo Carved & Painted direct	\$11,600.00	\$34,800.00	\$800.00	\$2,400.00	\$12,400.00	\$37,200.00	*Tax & Permit Fees Separate - Does not include removal of old signs		
D		Smaller Sign Face - Simple Brick- Double Sided Faux Foam Stone Texture Subdivision entry Sign - Sub Name & Logo Carved & Painted direct	\$14,200.00	\$42,600.00	\$800.00	\$2,400.00	\$15,000.00	\$45,000.00	*Tax & Permit Fees Separate - Does not include removal of old signs		

Previous Proposals

	Proposal #1	Proposal #2	Proposal #3
Detail	Signarama	Signs & More	Signs & More
			
Dimensions	120" x 60" x 20"	108" x 54" x 14"	144" x 60" x 24"
New Sign Each (x3)	\$9,164.40	A: \$7,850 B: \$10,950	A: \$18,650 B: \$21,950
Installation	\$1,925.00	A: \$1,200 each B: \$1,500 each	A: \$1,200 each B: \$1,500 each
Permits	\$1,055.00	\$1,220	\$1,220
Demo & Removal	\$3,185.00	\$1,500 each	\$1,500 each
6% Sales Tax	\$1,649.59	\$1,972/\$2,584	\$3,916/\$4,564
PROJECT TOTAL	\$35,307.79	\$34,842/\$45,654	\$69,186/\$80,634
City of Novi Grant	-\$5,000	-\$5,000	-\$5,000
Total HOA COST	\$30,307.79	\$29,842/\$40,654	\$64,186/\$75,634



TURTLE CREEK

NEIGHBORHOOD ENTRYWAY ENHANCEMENT

2022 MATCHING GRANT APPLICATION

I. Applicant Information

- a. Turtle Creek Homeowner's Association
- b. Established in 1978
- c. Turtle Creek submitted one prior application (in 2015)
- d. Brian Sharrow, President, Turtle Creek Homeowner's Association
22098 Cascade Dr, Novi, Michigan 48375
(248) 880-1412
Bsharrow79@icloud.com

II. Project Information

- a. Provide a clear detailed description of the project's purpose, plan and design, including the existing conditions, specific need, and public benefit.

It has been 5 years since the Turtle Creek Homeowner's Association undertook a complete replanting of Turtle Creek's two entrance islands with the help of \$5,000 grant from the City of Novi. The early spring 2022 project seeks to enhance that design as originally envisioned by adding additional rock/creek bed features, and refresh plants as we continue to learn and build upon our gardening knowledge.

In Fall 2021, a careful assessment of current state of the plants in both entrance islands was made. Many plants did beautifully, particularly the new Elm trees and the 'Little Lime' hydrangeas. Due to the lack of commercial irrigation, most of the 'Frances Williams' hostas and 'Rozanne' geraniums were not successful. While the 'Adagio' maiden and 'Little Bunny' grasses thrived, in some spots their growth impeded the view of other plants and rock features.

After this assessment, Turtle Creek engaged Magnolia Outdoor Services, LLC to remove under-performing plants and move/remove misplaced plants in preparation for a significant enhancement/refresh effort in 2022.

The tasks included in the upcoming 2022 project we seek a matching grant for are:

- Add additional rock/stones to significantly enhance the look of the creek bed features
- Make any additional plant/bulb moves as necessary, and enhance soil where needed.
- Add a 'Calgary Carpet' juniper to the front of the 9 Mile entrance island, 3 'Little Bunny' Fountain Grass next to the junipers in the front of each island, and 1-2 additional 'Little Bunny' Fountain Grass plants in front of Turtle Creek sign on each island to fill in gaps.

- Plant a combination of Sedum 'Blue Pearl' PPAF (Sunsparkler series) and Sedum rupestre 'Angelina' (Stonecrop) to replace 'Rozanne' geraniums in original plan
 - Plant Perovskia atriplicifolia 'Denim 'n Lace' (Russian Sage) to replace Hostas and in places they were called for in original plan
 - Add annuals for additional color, such as Coleus 'Ruby Slipper,' Angelonia 'Serena Purple,' and Nasturtiums
 - Repair/maintain lighting on islands. In parallel with this project, work with City/DTE to repair/replace warped pole on 9 Mile entrance island (likely disfigured during prior repair work).
- b. Attach project planning documents such as landscaping drawings, plans, maps, and photos of the project area.

Please see Figures 1 (project location), 2 (photos), and 3 (modified design), attached.

- c. Provide the proposed project area's location. Please provide a written description of the specific location of the project along with an attached map with the location clearly marked. City maps can be found on the City of Novi website's [map gallery](#).

Please refer to Figure 1 (attached). Turtle Creek's entryway enhancement project will be wholly contained within the two existing Turtle Creek entrance islands:

- One entrance island is located at the intersection of 9 Mile & Heatherbrae Way S.
- The other at the intersection of Meadowbrook Road and Singh Blvd.

Both entrance islands are south of 9 Mile Road and East of Meadowbrook Road.

- d. Explain how the project meets the review criteria listed in the Grant Selection Criteria & Evaluation Process section.

Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g. Road Commission for Oakland County), please explain and attach written permission or approval from the necessary entity.

Subdivision is more than 10 years old and Improves Safety:

Turtle Creek Subdivision has been in existence since 1978, and as an established subdivision we believe beautiful entryways are an important way of attracting and keeping residents and maintaining home values. When we completely replanted our entryway islands five years ago with the City's help, we did so with safety in mind, seeking variances for better sign placement and lighting. This proposal seeks to maintain our LED lighting fixtures and ensure residents out walking at night can readily see the both the islands and the TREX bridges they use to safely cross them.

Reduces environmental impact and improvement from the current conditions:

This 2022 grant request seeks to replace plants that had spotty survival/attractiveness with plants that have low water requirements and will thrive with little attention or need for chemical fertilizers or sprays. The plants, particularly the Russian Sage and Sedum,

attract pollinators, including bees and butterflies. The Sedum will spread and form an effective ground cover and help prevent weed establishment, which will be an improvement over our current beds. The new plants will add beautiful color and interest throughout the seasons. No invasive species will be used. There will be no negative impact to the surrounding property owners or environment.

Positive impact along visible areas of the city and Permanent Physical improvement:

Meadowbrook Road is a gateway to the City as attested by the sign heralding Novi's successes near the corner of Meadowbrook and 8 Mile. People will see the sign as they drive down Meadowbrook, and the careful attention given to our welcoming subdivision entrances, and decide this is a great place to live. We have 141 households in Turtle Creek, and all will experience a positive improvement in the entrance islands' appearance as they enter/exit the subdivision. Beautiful enhances enhance the value of all our homes. The 9 Mile and Meadowbrook Road intersection is a busy one and these improvements will be visible to passing traffic, both motor and pedestrian. LED lighting and rock improvements are long-term upgrades, and the (vast majority of) plants are perennials which will add beauty year after year.

Proposed costs appear reasonable and Use of sustainable materials:

We have engaged Magnolia Outdoor Services as our new landscaping contractor. Their work is reasonably priced and the crew is attentive to detail and hard-working. Extensive use of rocks to give the appearance of a meandering dry creek bed on both islands reduces the surface area requiring mulch, water, and chemicals, and provide lasting, sustainable beauty.

We are confident that with the enhanced planting options, careful consideration given to environmental conditions, and the employment of a professional company that Turtle Creek will be one of the gateways to the city that Novi can be proud of.

- e. Provide a detailed list all proposed plants, if any, intended to be used in the project. Include the plant's common name and Latin name. Please refer to the City's prohibited species list in section 9c of the City's [Landscape Design Manual](#).

1 x Juniperus sabina "Monna" ('Calgary Carpet' Juniper)
10 x Pennisetum alopecuroides ('Little Bunny' Fountain Grass)
30 x Hylotelephium 'Blue Pearl' (Sedum 'Blue Pearl' PPAF, Sunsparkler series)*
18 x Sedum rupestre 'Angelina' ('Angelina' Stonecrop)*
42 x Perovskia atriplicifolia 'Denim 'n Lace' (Russian Sage)
Solenostemon scutellarioides ('Ruby Slipper' Coleus)
Angelonia angustifolia ('Serena Purple' Angelonia)
Tropaeolum majus (Nasturtium)

*Estimated breakout of 48 replacements for geraniums, mix/count may vary

III. Funding Information

- a. Estimated Total Project Costs \$7,602
- b. Who provided this cost estimate?

Jose Garcia, Magnolia Outdoor Services, LLC

4775 Casper St
 Detroit, MI 48210
 (248) 688-2328
 Magnolia.bestservice@gmail.com

c. Total amount of funds requested (50% project costs up to \$5,000 maximum)

Turtle Creek is requesting \$3,801 toward the total project cost of \$7,602.

d. If the project cost is projected to exceed the 1:1 match from the City (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the amount of the additional cost.

e. Total amount to be donated through in-kind donations and/or cash assistance.

- Please provide a summary of in-kind donations such as professional services or donated materials (excluding volunteer labor). N/A
- Please include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project N/A

f. Itemized unit and total cost estimates

EXAMPLE:

ITEM	#UNITS	COST/UNIT	TOTAL
Large Boulders and Oversize rock	Approx. 11 tons	\$200.00	\$2200
Juniper/Fountain Grass	11 gallon pots	\$34	\$374
Russian Sage	42 gallon pots	\$34	\$1428
Sedum/Stonecrop	48 pots	\$25	\$1200
Annuals	Various	various	\$300
Topsoil	15 yards	\$40	\$600
Labor/planting/relocation			\$700
Disposal			\$300
Lighting repair/replacement			\$500
Total			\$7602

IV. Attachments

Please include:

- The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application)

- Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance;
- Formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project (if applicable)
- Written permission/approval from the necessary entity if there is an impact on property owners or other non-city agencies (if applicable)
- Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting
- Map with project location identified

Application Checklist

- Project is a permanent, physical improvement located at the entrance of the neighborhood, and is not on-going or routine maintenance.
- Your Association did not receive City of Novi Neighborhood Entryway Enhancement grant funding in 2020 or 2021.
- You included in the grant application a current budget demonstrating the ability to fully fund the project prior to receipt of the reimbursement award.
- If in-kind donations are being used, formal documentation from the donating entity is included.
- Documentation reflecting the current spending on landscape and landscape maintenance is included.
- If project consists of entryway signage, project abides by all Residential Entranceway Signage Guide regulations.
- Project complies with all City ordinances.
- Project does not have a direct impact on an adjacent property owner or non-city agency. If project has an impact on an adjacent property owner or non-city agency, written permission or approval of project from the necessary entity is provided.
- Project does not include use of identified invasive species.
- All project documents are included in application (see Required Application Materials on Grant Application and Program Description).
- Map with project location identified is provided.
- Project budget, including all itemized cost estimates, is completed on application.
- Photos of the project area have been included.

TURTLE CREEK 2022 MATCHING GRANT APPLICATION - FIGURE 2



Top pictures: Meadowbrook entryway island in Fall. Junipers have done well. We intend to add additional plants and rock features to the end of both the islands.

Bottom pictures: 9 Mile entryway island in Winter, views from both coming in and leaving the subdivision, taken after cleanup done in preparation for Spring 2022 refresh project.

Note the pole on this decorative light fixture has been warped/deformed, presumably during a lengthy repair effort.

TURTLE CREEK 2022 MATCHING GRANT APPLICATION - FIGURE 2



We plan to add 'Little Bunny' Fountain grass plants near the signs where needed (Pic 1), and 3 at the front of each island next to the junipers. Pics 2 and 3 show Hosta and geranium plants that were not thriving, as well as an opportunistic shrub growing on the left in pic 3; they have been removed (pic 4).

Pics 5 and 6: Though thriving, we removed the grasses mistakenly planted at the inside end of the 9 Mile island; they grew to block the view of other features. This area is now cleared for new plants (Russian Sage) in Spring 2022.

I. Applicant Information

- a. Westmont Village Homeowner's Association
- b. The age of the subdivision entrance is >25 years
- c. First-time Applicant? Yes
- d. Project Leader

Steve Blazo - President
24013 Westmont Drive
Novi, Mi 48374
313-408-2109 (M)
Westmonthomeowners@sbcglobal.net

II. Project Information

- a. The entrance to Westmont Village is from Ten mile road. The Westmont Drive boulevard has two stone walls on either side of the entrance. Each wall is approximately 5 feet tall and 15-20 feet wide. The west wall contains the subdivision's name engraved in granite. The project involves the rehabilitation of the east wall. As you'll see in the attached photos, the bottom 2-3 feet are deteriorating and stones are falling off the wall. The project will repair/replace these areas off the entrance wall to bring it back to its original beauty. If left unrepaired there will be continued deterioration and a slight potential for a safety issue depending upon the walls behavior. We take pride in our entrance and have taken steps to properly maintain its appearance. We have also recently replaced our lighting with energy efficient LED ballast and fixtures.
- b./c. A contractor quotation, photos, and map of entrance location have been attached.
- d. The project's goal is to re-establish the beauty and appearance our entrance by rehabilitating the east wall. Our west wall is in good condition and is not in need of rehabilitation.
- e. There is no planting involved in this project.

III. Funding Information

- a. The estimated project cost is \$5,000
- b. Brick Heads Masonry & Concrete
586-709-2365
- c. Total amount of funds request is \$2,500
- d. Not applicable, the amount request is within the granting guidelines
- e. There are no in-kind values or donations.

f. Itemized unit and total cost estimates

The rehabilitation project costs involved are primarily contracted services that are estimated to take approximately one week to complete. As such, there isn't a list of purchased items. It should be noted that we are reusing/recycling the existing stones that have fallen off.

IV. Attachments

Budget

Cash Balance as of 1/24/2022	\$ 14,352.12
Anticipate spending January - June 2022 (3 yr average)	
maintenance/landscape/lighting/water	\$ (6,000.00)
wall rehabilitation	\$ (5,000.00)
Estimated balance June 30, 2022	\$ 3,352.12
2022 dues to be collected by July 1, 2022	\$ 13,860.00
Estimated balance July 1, 2022	\$ 17,212.12
Anticipate spending July - December 2022	
ongoing maintenance/landscape	\$ (6,000.00)
Anticipated Grant funds (3rd quarter 2022)	\$ 2,500.00
Estimated cash balance december 31, 2022	\$ 13,712.12

- Previous spending on landscape maintenance can be found in the attached excel spending file covering 2012 through 2021. There is a specific column for each type of expense.
- Project planning is documented by virtue of the attached photos, contractor quotation, and map of project location. No plantings are involved so a plant listing is not included.

Check list:

- ✓ Project is a permanent, physical improvement located at the entrance of the Neighborhood, and is not on-going or routine maintenance.
- ✓ Your Association did not receive City of Novi Neighborhood Entryway Enhancement Grant funding in 2020 or 2021.
- ✓ You included in the grant application a current budget demonstrating the ability to fully fund the project prior to receipt of the reimbursement award.
- ~~✓ If in-kind donations are being used, formal documentation from the donating entity is included.~~ *Not applicable*
- ✓ Documentation reflecting the current spending on landscape and landscape maintenance is included.
- ✓ If project consists of entryway signage, project abides by all Residential Entranceway Signage Guide regulations.
- ✓ Project complies with all City ordinances.
- ✓ Project does not have a direct impact on an adjacent property owner or non-city agency. If project has an impact on an adjacent property owner or non-city agency, written permission or approval of project from the necessary entity is provided.
- ~~✓ Project does not include use of identified invasive species.~~ *Not applicable*
- ✓ All project documents are included in application (see Required Application Materials on Grant Application and Program Description).
- ✓ Map with project location identified is provided.
- ✓ Project budget, including all itemized cost estimates, is completed on application.
- ✓ Photos of the project area have been included.



586-709-2365
Brickheadsmasonry.com
Brickheadsmasonry@gmail.com

Proposal / Invoice
9034

License #:

WORK PERFORMED AT:

TO: Westmont Village HOA.
Steve Blazo.

24013 Westmont Dr
Navi
48374.

DATE 11-15-21.

YOUR PHONE NO. (313) 408-2109.

DESCRIPTION OF WORK PERFORMED

- Stone sign wall.
- Remove all wall caps and salvage to Reuse.
- Remove all loose wall sections of stone and salvage to Reuse.
- * Dig out wall to expose (burned) courses of stone and Repair as needed.
- Rebuild all wall sections back in place with original stone on all sides of wall as needed.
- Tuckpoint all walls of stone from ground up as needed at all failed mortar joints and/or missing mortar.
- Wash & Clean surroundings

- * Labor & material included in price
- * Clean site and haul away debris. Clean. 25% down, balance at completion
- * 10 yr warranty on all masonry. All coupons applied to price

With payment to be made as follows: Cash/Check

Dollars / Total: \$5,000.00

ACCEPTANCE OF PROPOSAL Brickheads Masonry

The Above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. payment will be made as outlined above.

Date _____ Signature _____

WORK COMPLETION

Contractor acknowledges by signing here that the customer has FULLY PAID the outstanding balance. Customer acknowledges by paying that the work has been completed as agreed and is satisfactory.

Contractor: _____ Date _____ Customer: _____ Date _____

[Please see reverse side for additional terms and conditions]







2022 City of Novi Neighborhood Entryway Enhancement Matching Grant Application

Beckenham Homeowners' Association application

I. Applicant Information

a. Homeowner's Association or Property Name

[Beckenham Homeowners' Association](#)

b. Age of the subdivision or neighborhood where the work will be done

[Beckenham Subdivision was constructed in 1997.](#)

c. First-time Applicant? If not, please list the date of last application submission.

[An application was submitted for the Beck Rd entrance in 2015. It was not approved.](#)

d. Project Leader

- Office Held/Position within organization

[Amp Grewal / Treasurer of Beckenham HOA](#)

- Address

[22622 Beckenham Ct. Novi, MI 48374](#)

- Telephone

[248.977.9961](#)

- E-Mail

amptnlee@yahoo.com

beckenhamsubdivision@gmail.com

II. Project Information

a. Provide a clear detailed description of the project's purpose, plan and design, including the existing conditions, specific need, and public benefit.

This project involves adding signage that is complementary to an existing sign on the other side of the entrance (Kensington/9 Mile Rd entry). Initial construction of the subdivision did not provide signs of sides of the entry, as would be expected. Instead, there is currently a brick wall with a recess for a sign. There is an entry sign that is visible for traffic on 9 Mile Rd. driving west, but not for traffic coming east. Adding the sign will complete the entry look for the subdivision.

b. Attach project planning documents such as landscaping drawings, plans, maps, and photos of the project area.

Completed sign on west side of entrance:

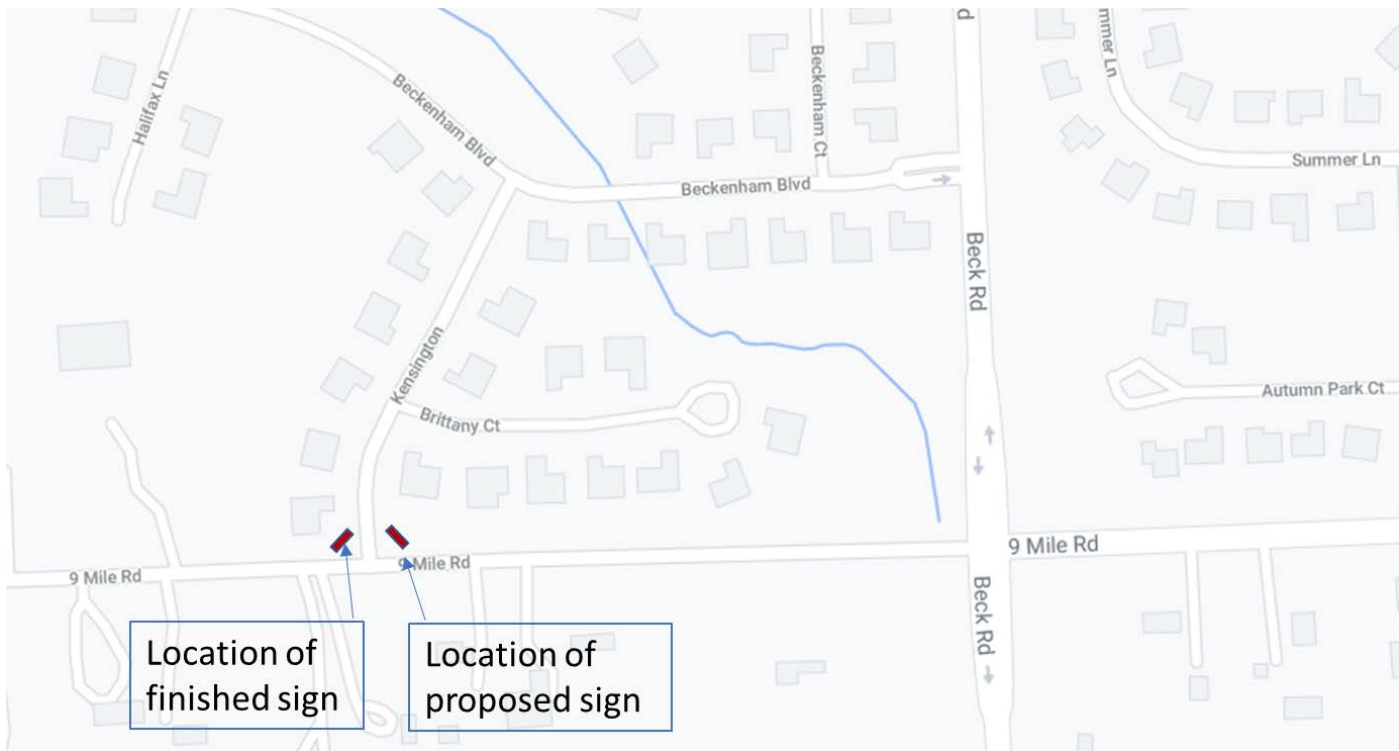


Location of proposed sign on the east side of the same entrance:



Clearly, there is spot for the proposed sign. One was never installed. It looks empty and unfinished.

c. Provide the proposed project area's location. Please provide a written description of the specific location of the project along with an attached map with the location clearly marked. City maps can be found on the City of Novi website's map gallery.



d. Explain how the project meets the review criteria listed in the Grant Selection Criteria & Evaluation Process section.

The subdivision is over ten years old. Safety is enhanced as the location of the subdivision becomes clearly visible for east bound drivers on 9 Mile Rd. There is minimal environmental impact as the proposed sign is made of synthetic materials, and therefore sustainable. This project provides an improvement from existing conditions by putting a sign where one is expected to be seen. In doing so, the sign makes the subdivision's entry complete. This is a permanent feature and not ongoing maintenance, as a sign on the east side of the entrance does not exist. The proposed cost is within reason of project of this scope that requires a custom made sign.

0 = project does not meet this criterion

1 = project partially meets the criterion

2 = project fully meets the criterion

Criteria	Points
1. Subdivision is more than 10 years old	2
2. Improves safety	1
3. Reduces environmental impact	0
4. Improvement from the existing conditions	2
5. Positive impact along visible areas of the city	2
6. Permanent physical improvement and is not on-going or routine maintenance	2
7. Proposed costs appear reasonable	2
8. Use of sustainable materials	1
Total	12

Describe how the project has taken into consideration any elements that would positively and/or negatively affect the surrounding environment. If there is an impact on property owners or other non-City agencies (e.g. Road Commission for Oakland County), please explain and attach written permission or approval from the necessary entity.

Surrounding community and neighbors would welcome the entrance being finished to completion with the addition of the missing sign. This should be an enhancement for subdivision residents, other neighbors and anyone new to the city.

e. Provide a detailed list all proposed plants, if any, intended to be used in the project. Include the plant's common name and Latin name. Please refer to the City's prohibited species list in section 9c of the City's Landscape Design Manual.

n/a

III. Funding Information

a. Estimated Total Project Costs

\$4800 - \$5200

b. Who provided this cost estimate?

- Name, title, company

Todd Sneed, Sales, Printing by Kendall Company

- Phone number

810.733.7330

c. Total amount of funds requested (50% project costs up to \$5,000 maximum)

50% of cost (approximately \$5000) = \$2500

d. If the project cost is projected to exceed the 1:1 match from the City (e.g. if the project cost projection is \$12,000, the City's maximum contribution is \$5,000, matched by \$5,000 from the organization with an additional \$2,000 from the organization), please provide the amount of the additional cost.

n/a

e. Total amount to be donated through in-kind donations and/or cash assistance.

- Please provide a summary of in-kind donations such as professional services or

donated materials (excluding volunteer labor).

- Please include formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project

f. Itemized unit and total cost estimates

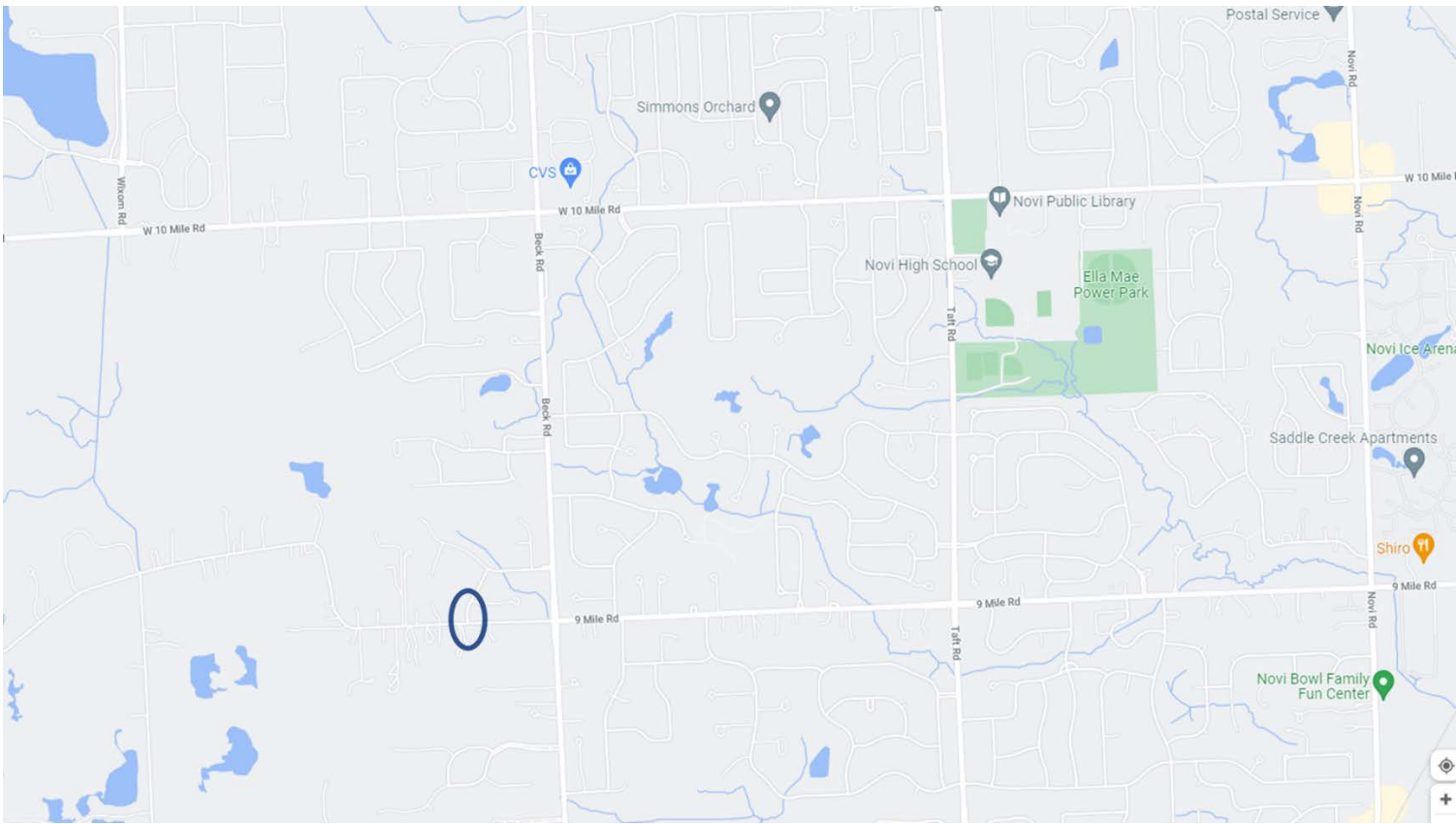
IV. Attachments

Please include:

- The association/property's current budget, in order to demonstrate its ability to pay for the entire project before reimbursement and to maintain the project in the future (Please remove all account numbers from any bank statements that are submitted as part of the grant application)
- Documentation reflecting the association/property's current and previous spending on landscape and landscape maintenance;
- Formal documentation from the donating entity/company on company letterhead confirming their specific donation for the project (if applicable)
- Written permission/approval from the necessary entity if there is an impact on property owners or other non-city agencies (if applicable)
- Well-defined, scaled plans of the proposed project with complete plant lists and specifications of any lighting
- Map with project location identified

Budget summary for calendar year 2021 is not yet complete, outstanding invoices not yet received. However, the budget from the previous year is attached (similar to 2021). Landscape spending is indicated there. Further, the current banks statement balance (also attached) indicates the subdivision has sufficient funds to fund this project.

Sign complies with the city's Residential Entranceway Signage Guide regulations, and ALL city ordinances.



Beckenham Subdivision is located on the northwest corner of Beck Rd and Nine Mile Rd. This project involves a sign addition at the 9 Mile entrance.

Neighborhood Entranceway Enhancement Matching Grant Application - 2022

Mirabella Estates

1. Applicant Information

- a. HOA Name: Mirabella Estates
- b. Age: 17 years
- c. Last application: January 2019
- d. Project Leader: Amy Robertson
 - i. Position: Board Member/Secretary
 - ii. Address: 41579 Carmela Ct, Northville, MI 48167
 - iii. Phone: 248-767-3703
 - iv. Email: amy@peoplepc.com

2. Project Information

- a. **Project Purpose** - Enhance front entrance appearance in three areas: 1) add four (4) decorative urns on the limestone caps to give height/color; 2) add perennials along the landscape boulders to give color and tie to island upgrades done in 2021, and 3) replace dying yews on north side
 - i. As one of the first neighborhoods one sees when entering the south side of Novi from Meadowbrook Rd, our HOA desires to achieve an elegant, timeless, friendly appearance and has been working to achieve those goals over the years. The HOA took over from the builder in 2016 (development began in 2005) and has performed the following upgrades:
 - 2016 – establish HOA and fund road completion (\$30,000 – HOA funded)
 - 2017 – replace dying/dead trees/shrubs, regrade and add new plantings (\$25,000 HOA funded)
 - 2018 – add LED ground lighting and LED lampposts (\$15,000 – HOA funded)
 - 2019 – replace sign (north side), add 2nd sign (south side), add ground cover, trees and decorative landscape boulders (\$11,000 – *HOA/Novi Grant funded*)
 - 2021 – replace overgrown/dying island shrubs/plants (\$4300 – HOA funded)
 - 2022 – this project. Note also the street sign (Carmela Ct and Meadowbrook Rd) does not meet City requirements and will be replaced in 2022 by the HOA

b. Project Plan

Before:

South side



North side



Project Proposal:



Upgrade Content:



A. Urns

Note: annuals will be planted in urns; annuals are not included in project proposal



B. Royal Candles

(veronica spicata 'glory')

C. Densi Yews (replace dead ones)

c. Project Location

Meadowbrook Rd, north of Eight Mile Rd, on west side



d. Project Review Criteria

1. **Subdivision is more than 10 years old** – Mirabella Estates development began in 2005
2. **Improves safety** – the HOA multi-year, multi-phase projects have included safety elements, primarily around lighting and visibility. While this project proposal does not directly impact safety, the HOA does plan on replacing the street sign (separately funded; pictured below) for improved visibility
3. **Reduces environmental impact** – similar to above, this project does not directly reduce the environment impact, however, the 2019 project replaced mulched areas with ground cover, which has continued to grow/thrive over the years
4. **Improvement from the existing conditions** – this project will add height/color to our existing entranceway. It also allows the flexibility for seasonal plantings (e.g. spring, summer, fall, holiday).
5. **Positive impact along visible areas of the city** – Mirabella Estates is one of the first neighborhoods seen when entering the south side of Novi from Meadowbrook Rd. It is the HOA's vision to create an elegant, timeless, friendly entranceway for the neighborhood – the urns and plantings will help achieve those goals
6. **Permanent physical improvement and is not on-going or routine maintenance** – all items in the project proposal are permanent physical improvements
7. **Proposed costs appear reasonable** – costs have been provided by Begonia Brothers Landscape Services who have/continue to do numerous projects in the Novi/Northville area
8. **Use of sustainable materials** – the majority of the project is cast concrete and natural plants

Ref: #2 above – existing street sign



e. Proposed Plants

- i. Perennial – Royal Candle (veronica spicata 'glory') – not on prohibited species list
- ii. Shrubs – densi yews (densiformis yew) – not on prohibited species list

3. Funding Information

- a. Total Project Cost - \$7,742.63
- b. Costs provided by: Begonia Brothers Landscape Services (Ph. 888-889-8282) – quote on page 7
- c. Funds requested - \$3,871.31
- d. Total project costs does not exceed 1:1 grant match
- e. No in-kind donations
- f. Itemized unit and total cost estimates

ITEM	# UNITS	COST/UNIT	TOTAL
Decorative Urns	4	1,110.00	4,444.00
Irrigation	1	1,000.00	1,000.00
Shrubs – Densi Yews	10	120.00	1,200.00
Perennial – Royal Candles	12	25.71	308.52
Mulch	1	660.00	660.00
Tax			130.11
TOTAL			\$7,742.63

b. Begonia Brothers Quote



12/2/2021
 Mirabella Estates Condo Association
 41579 Carmela
 Northville, MI 48167

Hi Amy,

Please find the estimate for the upcoming season from Begonia Brothers Outdoor Services below. Please uncheck any services you do NOT want us to perform. The subtotal at the end of this document will reflect your changes. This estimate is valid for 30 days.

Estimate Description	Quantity	Rate	Amount
<u>Cast Concrete Pots</u> Purchase and installation of four cast concrete pots on top of four monument pillars. (Item # JCS-86726SB) - 33" smooth finish, matte sealer.	4	1111.00	4444.00
<u>Irrigation service call</u> Installation of drip lines to the four concrete pots.	1	1000.00	1000.00
<u>Plants/Trees/Shrubs - Installation</u>	1	0.00	0.00
(10) 18-24" Yews - Installed	10	120.00	1200.00
<u>Perennial Installation</u> Installation of (12) 'Royal Candle' onto either side of each side of entrance near boulders.	1	0.00	0.00
Royal Candles	12	25.71	308.52
Black Mulch Installation - In front of monument signs	1	660.00	660.00
		Sales Tax	\$130.11
		Total	\$7,742.63

□

Thank you for your business!

21141 Brickscape Drive
 Northville, MI 48167-2527

888-889-8282 Services@BegoniaBrothers.com