



## BALLANTYNE JSP13-43

### **Ballantyne JSP13-43**

Public hearing at the request of Singh Development for approval of Preliminary Site Plan, Site Condominium, Woodlands Permit, Wetlands Permit, and Stormwater Management Plan approval. The subject property is 50.85 acres in Section 31 of the City of Novi and located at the northwest corner of Garfield Road and Eight Mile Road. The applicant is proposing a 41 unit single-family site condominium development.

### **Required Action**

Approval/Denial of the Preliminary Site Plan, Site Condominium, Woodlands Permit, Wetlands Permit, and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	05-20-14	Items to be addressed on the Final Site Plan submittal
Engineering	Approval recommended	05-19-14	Items to be addressed on the Final Site Plan submittal
Traffic	Approval recommended	05-12-14	Items to be addressed on the Final Site Plan submittal
Landscaping	Approval recommended	05-19-14	Items to be addressed on the Final Site Plan submittal
Wetland and Woodland	Approval Recommended	06-03-14	Items to be addressed on the Final Site Plan submittal
Fire	Approval recommended	04-29-14	Items to be addressed on the Final Site Plan submittal

## Motion Sheet

### Approval –Preliminary Site Plan and Site Condominium

In the matter of Ballantyne, JSP13-43, motion to **approve** the Preliminary Site Plan with Site Condominium based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan;
- b) The applicant provides on the Final Landscaping plans details of the berm running along the North property line behind lots 19 through 24, maximizing the 3:1 slope with a 3 foot crest up to a height of 7 feet ; and
- c) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with the RUD agreement, Article 3, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.*

**-AND-**

### Approval –Woodlands Permit

In the matter of Ballantyne, JSP13-43, motion to **approve** the Woodland Permit based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- b) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with the RUD agreement and Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.*

**-AND-**

### Approval –Wetlands Permit

In the matter Ballantyne, JSP13-43, motion to **approve** the Wetlands Permit based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- b) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with the RUD agreement and Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.*

**-AND-**

### Approval –Stormwater Management Plan

In the matter of Ballantyne, JSP13-43, motion to **approve** the Stormwater Management Plan based on and subject to the following:

- a) The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- b) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with the RUD agreement and Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.*

**-OR-**

**Denial –Preliminary Site Plan and Site Condominium**

In the matter of Ballantyne, JSP13-43, motion to **deny** the Preliminary Site Plan with Site Condominium, for the following reasons...*(because the plan is not in compliance with the RUD agreement, Article 3, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial –Woodlands Permit**

In the matter of Ballantyne, JSP13-43, motion to **deny** the Woodlands Permit, for the following reasons...*(because the plan is not in compliance with the RUD agreement and Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial –Wetlands Permit**

In the matter of Ballantyne, JSP13-43, motion to **deny** the Wetlands Permit, for the following reasons...*(because the plan is not in compliance with the RUD agreement and Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**-AND-**

**Denial –Stormwater Management Plan**

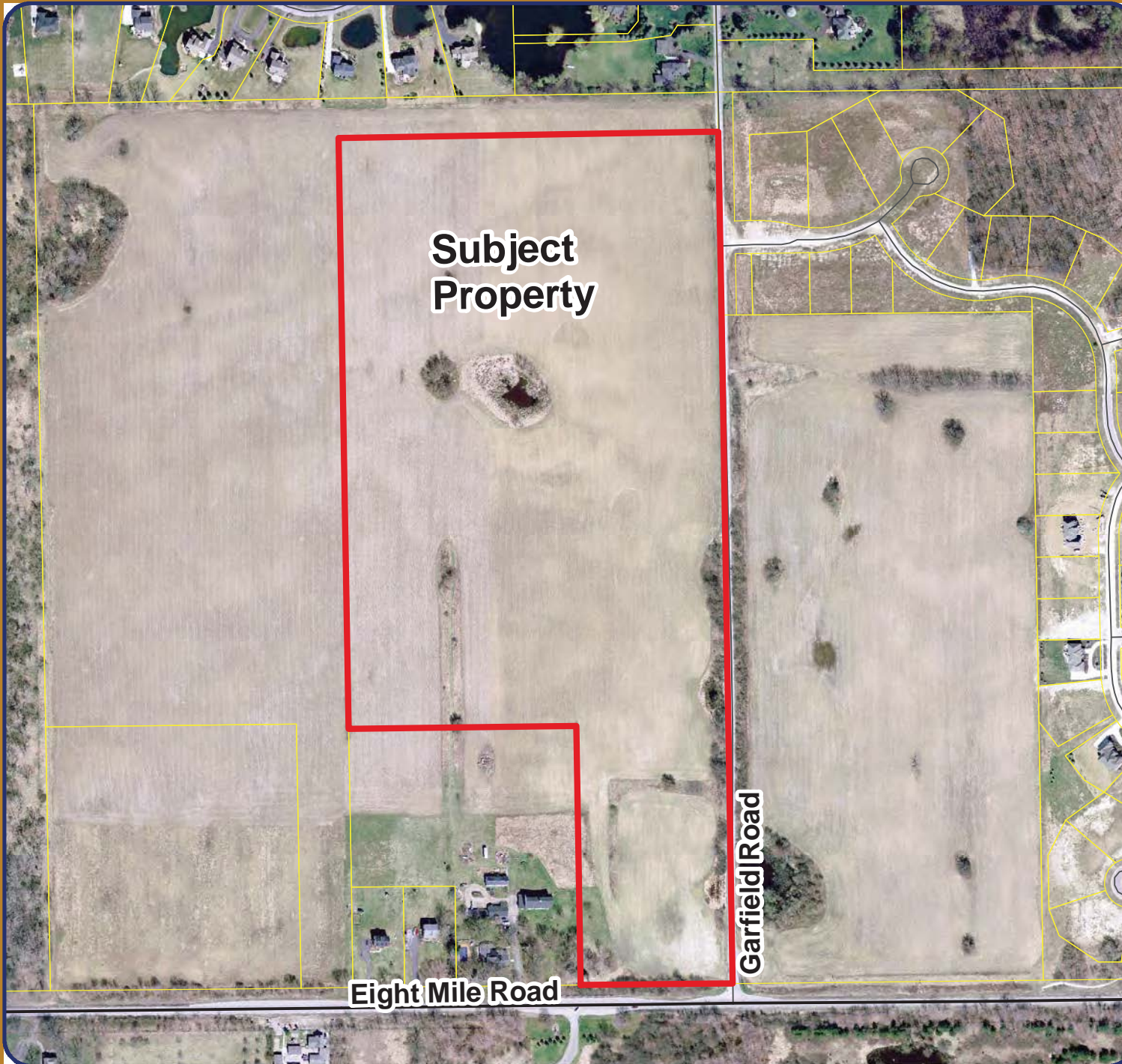
In the matter of Ballantyne, JSP13-43, motion to **deny** the Stormwater Management Plan, for the following reasons...*(because the plan is not in compliance with with the RUD agreement and Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

MAPS  
Location  
Zoning  
Future Land Use  
Natural Features

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# Ballantyne JSP13-43

Location



**Subject  
Property**

**Garfield Road**

**Eight Mile Road**

## Map Legend

 Subject Property



1 inch = 417 feet



## City of Novi

Planning Division  
Community Development Dept.  
45175 W Ten Mile Rd  
Novi, MI 48375  
cityofnovi.org

Map Author: Kristen Kapelanski  
Date: 01-06-14  
Project: Ballantyne JSP13-43  
Version #: 1.0

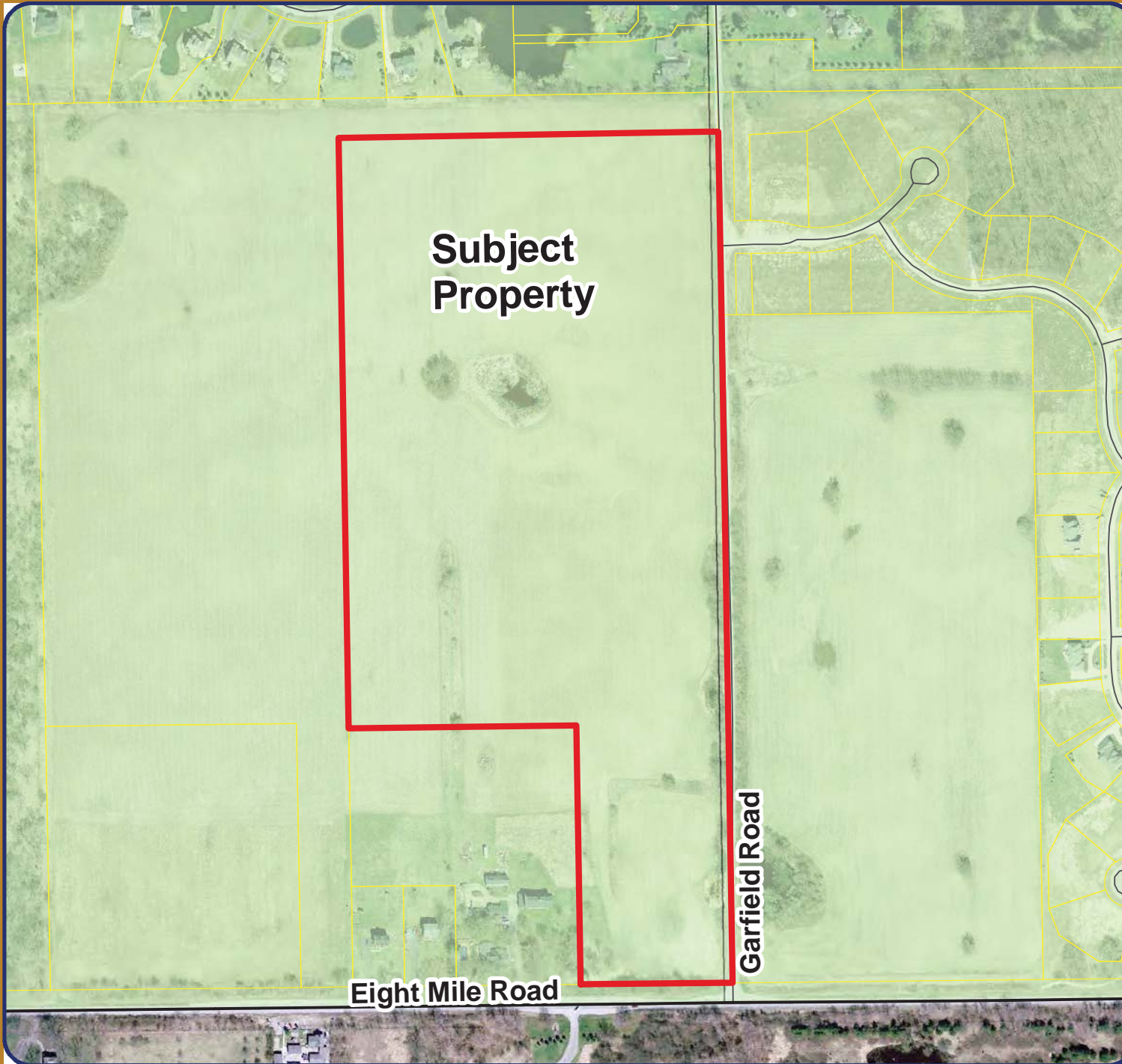
### MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.





# Ballantyne JSP13-43

Zoning



**Map Legend**

-  Subject Property
-  R-A: Residential Acreage

Feet

0 115 230 460 690

1 inch = 417 feet



**City of Novi**  
Planning Division  
Community Development Dept.  
45175 W Ten Mile Rd  
Novi, MI 48375  
cityofnovi.org

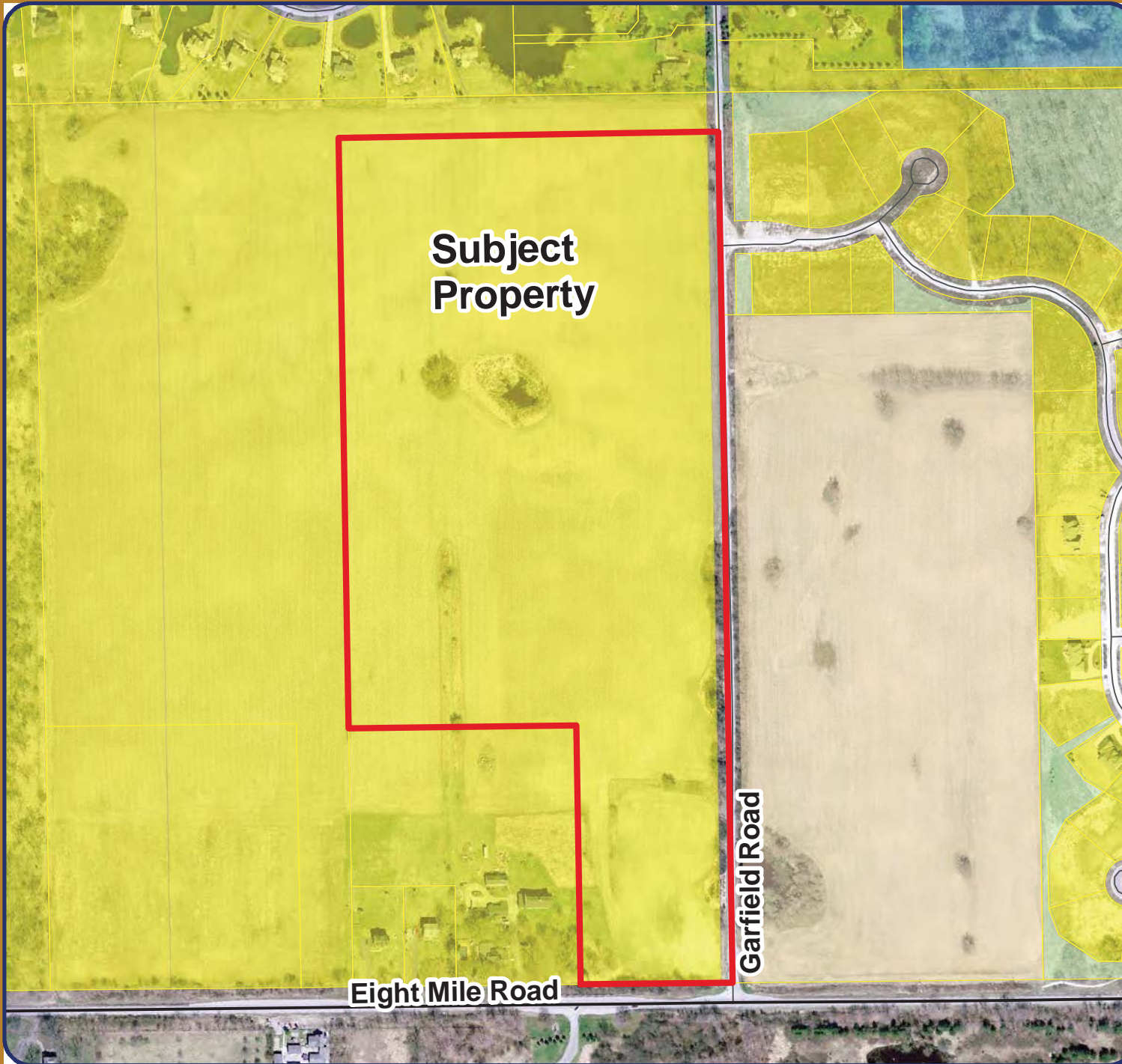
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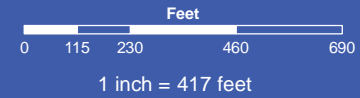
# Ballantyne JSP13-43

Future Land Use



### Map Legend

-  Subject Property
-  Single Family
-  Educational Facility
-  Public
-  Private Park



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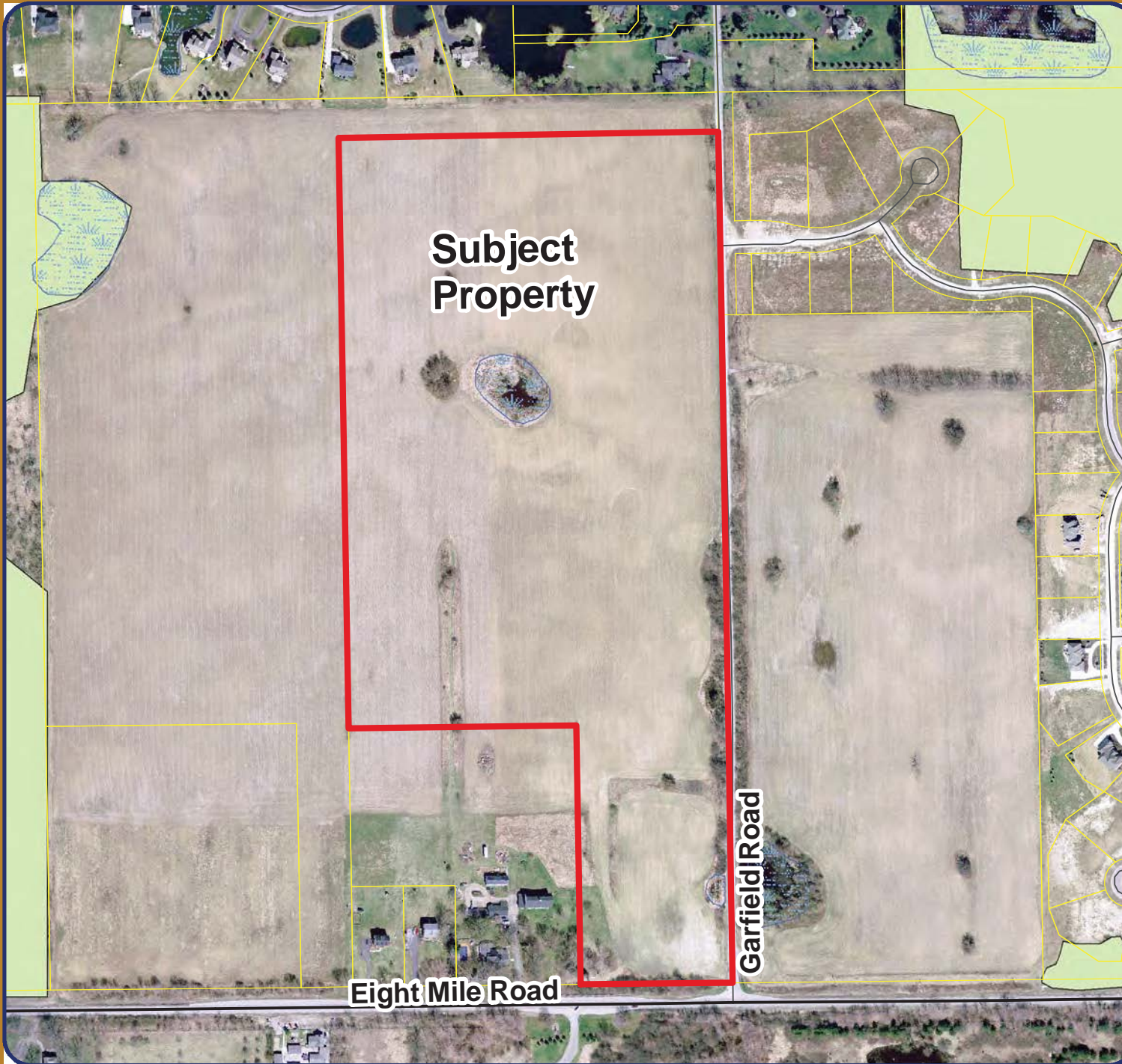
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# Ballantyne JSP13-43

Natural Features



**Map Legend**

-  Subject Property
-  Wetlands
-  Woodlands

Feet

0 115 230 460 690

1 inch = 417 feet



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Community Development Dept.  
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Map Author: Kristen Kapelanski  
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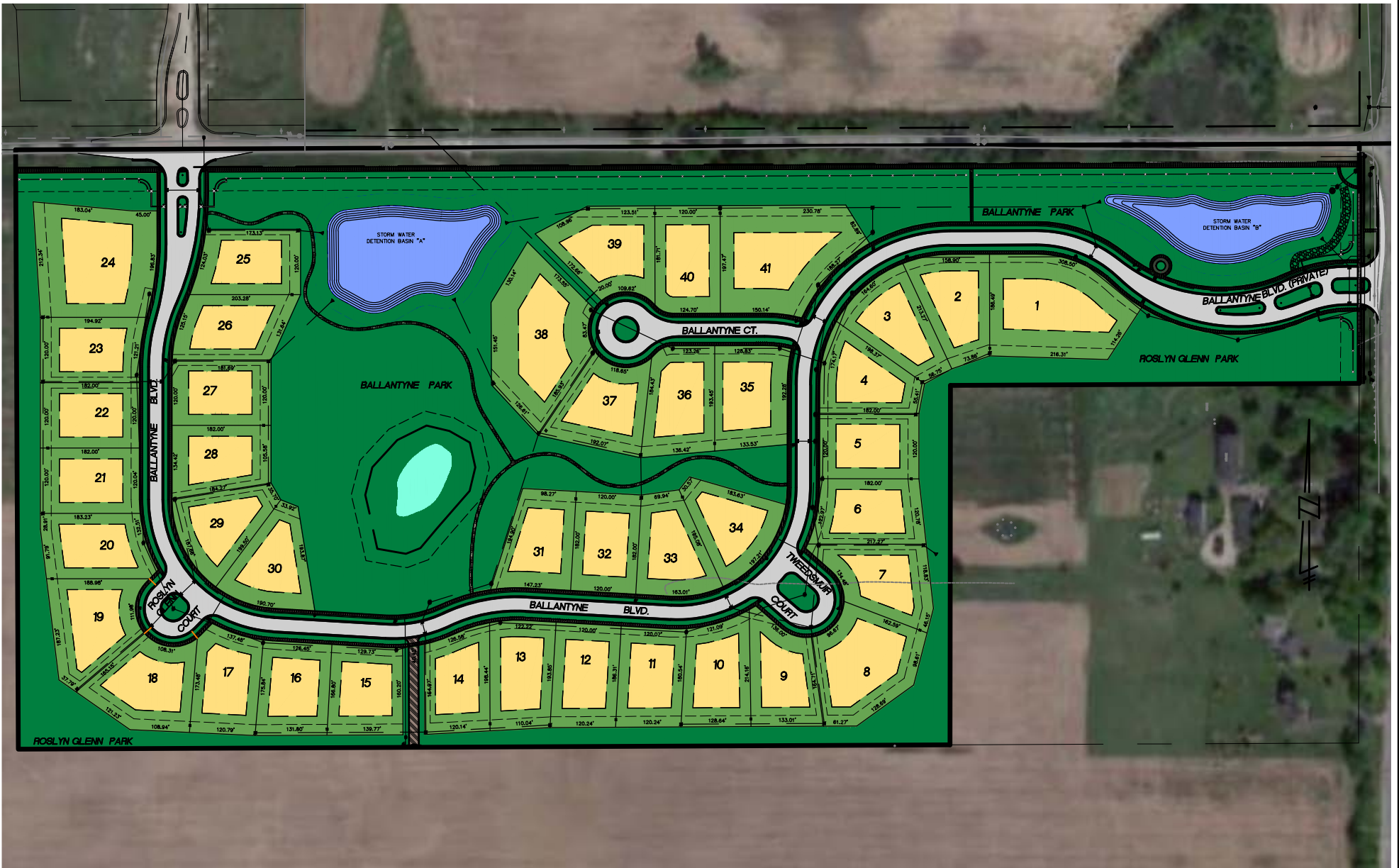


**RUD PLAN**

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

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BALLANTYNE  
SECTION 31, TOWN 1 NORTH, RANGE 8 EAST  
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN



P:\12-020 8 MILE & GARFIELD\PRESENTATION\2020PRES.DWG 6/2/2014 10:36 AM



SEIBER, KEAST  
ENGINEERING, L.L.C.

CONSULTING ENGINEERS  
7125 ORCHARD LAKE ROAD • SUITE 304 • WEST BLOOMFIELD, MI • 48322  
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## PLANNING REVIEW

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# PLAN REVIEW CENTER REPORT

May 20, 2014

## Planning Review

Ballantyne

**JSP13-43**

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### Petitioner

Singh Development

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: Northwest corner of Garfield Road and Eight Mile Road (Section 31)
- Site Zoning: RA, Residential Acreage
- Adjoining Zoning: North, East and West: RA; South (Northville Township): R-2, Single-Family Residential
- Current Site Use: Vacant
- Adjoining Uses: North and West: Vacant; South: Single-Family Residential and Vacant; East: Single-Family Residential and Vacant
- School District: Northville Community School District
- Site Size: 50.85 acres
- Plan Date: 4-16-14

### Project Summary

Ballantyne is a 41 unit Residential Unit Development (RUD) site condominium project on a 50.85 acre site located on the north side of Eight Mile Road, west of Garfield Road. The overall density generally shall not exceed the density permitted in the underlying zoning district. The proposed density of 0.8 units per acres is consistent with the RA, Residential Acreage zoning of the site. The lots range in size from 21,780 square feet to 44,045 square feet, as permitted in the R-A district as the RUD plan was approved under the RUD section of the ordinance.

The development includes 2 parks with woodchip trails for the benefit of the residents, including the intent to plant woodland replacement trees throughout the open spaces as a result of the removal of significant number of regulated woodland trees from the Oberlin Condominium Development, as a separate development proposed on Eleven Mile Road, west of Beck Road. Two entrances are proposed on the existing public streets; one on Eight Mile Road and one on Garfield Road, directly across the street from the Tuscany Reserve Development. Emergency Access is proposed to allow cross access for future development to the west.

The Ballantyne RUD Plan and Agreement were approved by the City Council on February 3, 2014 and the applicant has now returned to the Planning Commission for Preliminary Site Plan Review.

### City Council Approval of RUD Plan and Agreement

*"Motion to approve the Residential Unit Development Plan for the Ballantyne. This motion is based on the following findings, lot size modifications, building setback reductions and conditions:*

*Determinations {Zoning Ordinance Section 2402.8.A):*

- a. The site is zoned for and appropriate for the proposed single-family residential use;*
- b. Council is satisfied that with the proposed pathway and sidewalk network and added open space, the development will not have detrimental effects on adjacent properties and the community;*
- c. Council is satisfied with the applicant's commitment and desire to proceed with construction of 41 new homes as demonstrating a need for the proposed use;*

- d. Care has been taken to maintain the naturalness of the site and to blend the use within the site and its surroundings through the preservation of 18.17 acres {or 35.7%} of the proposed development area as open space;
- e. Council is satisfied that the applicant has provided clear, explicit, substantial and ascertainable benefits to the City as a result of the RUD;
- f. Factors evaluated (Zoning Ordinance Section 2402.8.B):
  - 1. Subject to the lot size modifications and building setbacks reductions, all applicable provisions of the Zoning Ordinance, including those in Section 2402 and for special land uses, and other ordinances, codes, regulations and laws have been or will be met;
  - 2. Council is satisfied with the adequacy of the areas that have been set aside in the proposed RUD development area for walkways, parks, recreation areas, and other open spaces and areas for use by residents of the development;
  - 3. Council is satisfied that the traffic circulation, sidewalk and crosswalk features and improvements for within the site have been designed to assure the safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets;
  - 4. Based on and subject to the recommendations in the traffic consultant's review letter, Council is satisfied that the proposed use will not cause any detrimental impact in existing thoroughfares in terms of overall volumes, capacity, safety, travel times and thoroughfare level of service;
  - 5. The plan provides adequate means of disposing of sanitary sewage, disposing of stormwater drainage, and supplying the development with water;
  - 6. The RUD will provide for the preservation and creation of approximately 35.7% of the site as open space and result in minimal impacts to provided open space and the most significant natural features;
  - 7. The RUD will be compatible with adjacent and neighboring land uses for the reasons already stated;
  - 8. The desirability of conventional residential development on this site in strict conformity with the otherwise applicable minimum lot sizes and widths being modified by this motion is outweighed by benefits occurring from the preservation and creation of the open space that will result from the RUD;
  - 9. Any detrimental impact from the RUD resulting from an increase in total dwelling units over that which would occur with conventional residential development is outweighed by benefits occurring from the preservation and creation of open space that will result from the RUD;
  - 10. Council is satisfied that the proposed reductions in lot sizes are the minimum necessary to preserve and create open space and to ensure compatibility with adjacent and neighboring land uses;
  - 11. The RUD will not have a detrimental impact on the City's ability to deliver and provide public infrastructure and public services at a reasonable cost;
  - 12. Council is satisfied that the applicant has made or will make satisfactory provisions for the financing of the installation of all streets, necessary utilities and other proposed improvements;
  - 13. Council is satisfied that the applicant has made or will make satisfactory provisions for future ownership and maintenance of all common areas within the proposed development; and
  - 14. Proposed deviations from the area, bulk, yard, and other dimensional requirements of the Zoning Ordinance applicable to the property enhance the development, are in the public interest, are consistent with the surrounding area, and are not injurious to the natural features and resources of the property and surrounding area.
- g. Modification of proposed lot sizes to a minimum of 21,780 square feet and modification of proposed lot widths to a minimum of 120 is hereby approved with this approval based on and limited to the lot configuration shown on the concept plan as last revised, as the

- requested modification will result in the preservation of open space for those purposes noted in Section 2402.3.8 of the Zoning Ordinance and the RUD will provide a genuine variety of lot sizes;*
- h. Applicant extending the proposed pathway along both sides of Emery Boulevard as indicated in the response letter;*
  - i. Reduction of permitted building setbacks consistent with the proposed reduction in lot size and width;*
  - j. Same-side driveway spacing waiver for the Eight Mile Road access drive (275' required, 218' provided) being approved at the time of Preliminary Site Plan approval;*
  - k. The applicant providing a cross section of the area around the Deer Run Subdivision, the vacant property to the north and the subject property in order to identify the need for minor berming and/or rearrangement of the tree replacement plantings to provide screening; and*
  - l. This approval is subject to all plans and activities related to it being in compliance with all applicable provisions of the Zoning Ordinance, including Articles 3, 24 and 25, and all applicable City Zoning Ordinance approvals, decisions, conditions and permits."*

*"Motion to approve of the Residential Unit Development Agreement for Ballantyne, with any changes and/or conditions as discussed at the City Council meeting, and any final minor alterations required in the determination of the City Manager and City Attorney to be incorporated by the City Attorney's office prior to the execution of the final agreement."*

**Recommendation**

Staff **recommends approval of the Preliminary Site Plan** to allow for the development of the RUD at the subject property. There are minor planning related items to be addressed on the Final Site Plan. Planning Commission approval is required.

**Ordinance Requirements**

This project was reviewed for conformance with Article 3 (RA Residential Acreage District), Article 24 (Schedule of Regulations), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant and or Planning Commission.

1. **RUD Intent**: As an optional form of development, the RUD allows development flexibility of various types of residential dwelling units (one-family, attached one-family cluster). It is also the intent of the RUD option to permit permanent preservation of valuable open land, fragile natural resources and rural community character that would be lost under conventional development. This is accomplished by permitting flexible lot sizes in accordance with open land preservation credits when the residential developments are located in a substantial open land setting, and through the consideration of relaxation of area, bulk, yard, dimensional and other zoning ordinance standards in order to accomplish specific planning objectives.

This flexibility is intended to reduce the visual intensity of development; provide privacy; protect natural resources from intrusion, pollution, or impairment; protect locally important animal and plant habitats; preserve lands of unique scenic, historic, or geologic value; provide private neighborhood recreation; and protect the public health, safety and welfare.

Such flexibility will also provide for:

- The use of land in accordance with its character and adaptability;
- The construction and maintenance of streets, utilities and public services in a more economical and efficient manner;
- The compatible design and use of neighboring properties; and
- The reduction of development sprawl, so as to preserve open space as undeveloped land.



2. Lot Size and Area: One-family detached dwellings are subject to the minimum lot area and size requirements of the underlying district. RA zoning requires 43,560 sq. ft. lots that are a minimum of 150 ft. wide. The applicant has proposed a minimum size of 21,780 sq. ft. and a minimum width of 120 ft. City Council approved a modification of lot size and width requirements as such modification will result in the preservation of open space for those purposes set forth in Section 2402.3B of the Zoning Ordinance and as the RUD provides a genuine variety of lot sizes. The plans indicate that a total of 18.17 acres of open space will be maintained in this development (mostly in the perimeter buffering, the detention basin area and the center of the site), which is about 35.7 percent of the area of the site. The applicant has provided a summary of lot sizes throughout the entire development. There are a variety of lot sizes throughout the proposed development. Lots range from approximately 21,780 sq. ft. to 44,045 sq. ft., allowing for some variation in lot size, although most lots fall within the lower to mid-20,000 sq. ft. range.
3. Building Setback: One-family detached dwellings in an RUD are subject to the building setback regulations of the underlying zoning district, in this case the RA District. The RA District setbacks are listed in the attached planning review chart. The applicant has proposed reduced building setbacks consistent with the proposed lot size. This setback reduction was approved by City Council as a result of the reduction in lot size and area noted above.
4. Sidewalks: The applicant extended the 5' sidewalk along the east side of Emery Boulevard to connect to the proposed pathway on Eight Mile Road and added a connection from the sidewalk on the east side of Emery Boulevard just south of lot 41 to the proposed pathway along Garfield Road as requested by staff.
5. Master Deed and By-laws: The Master Deed and By-laws must be submitted for review with the Final Site Plan submittal.
6. Lighting: The City Council recently passed a text amendment requiring an entrance light at all residential developments. The applicant included a detail of entrance light as requested and should work with Adam Wayne (248.735.5648) in the Engineering Division to begin the process of working with the City and DTE on the installation of the entrance light. **The applicant should clearly notate each occurrence of the proposed light on the plan. Please provide additional detail regarding the location of the light poles with the next submittal.**
7. Cross Section at north property line: In the Planning Commission's motion to recommend approval of the proposed RUD Plan, the Commission asked the applicant to provide a cross section of the north property line, in the area around Deer Run Subdivision, and the vacant property to the north in response to neighbor concerns about the elevation differences. The purpose was to assist in identifying the need for berming and arrangement of the tree plantings to provide an attractive buffer between the properties. Although a cross section was provided on sheet 2 of the Preliminary Site Plan submittal, it is difficult to determine whether the proposed distance, elevation changes and landscaped berm will provide an attractive buffer. **The applicant is asked to provide an additional detailed perspective drawing to represent the height differential, distances, and effects of the landscaped berm, along with the locations of the plantings.**
8. Phasing Plan: Phasing is not shown on the submitted Preliminary Site Plan. If the applicant intends to phase the development, the phasing line should be shown on the plans.
9. Non-Motorized Features: The location of the Eight Mile Road crosswalk is shown on the plans, although there may be modifications to its location with the recent road widening project. Please contact the Engineering Division for additional detail on this matter. **Additionally, the applicant is asked to consider adding a 5 foot sidewalk along the emergency access route to allow pedestrians to access the future development to the west.**
10. Decorative Screen Wall: The landscape plans appear to show decorative screen walls and/or fencing along the Eight Mile and Garfield Road frontages. **Additional details are needed for these features, including height, materials, cross sections, and resolutions of possible conflicts with internal sidewalks.** See the landscape review letter for additional information.
11. Gated Entrances: The approved RUD Agreement indicates that "the entrances to Ballantyne shall be gated entries on both Eight Mile Road and Garfield Road, and will connect to a series of internal roadways and cul-de-sacs, substantially as shown on the RUD Plan." The internal streets

shall be designed as local residential streets with 60-foot rights-of-way, and be private streets. **The submitted Preliminary Site Plan does not show a detail of the gates or the mechanisms for access to the site and appears to block the sidewalk along the gate. The applicant is asked to provide these details on the next plan submittal. Additionally, detail of the proposed gate and pavement is needed with the next submittal for the emergency access on the west side of the property.**

12. Economic Impacts: Information on economic impact of the development was provided with the RUD Plan submittal, as an informational item. The applicant has indicated that the home sizes and market value of the home in this development would be similar to Tuscany Reserve, an RUD located across the street from the subject property, on the northeast corner of Garfield and Eight Mile Road. The applicant has indicated that the expected home sizes in Ballantyne will range from 3,800 to 5,000 square feet, and be marketed in the range of \$750,000 to \$1,000,000.
13. Signage: Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits

### **Site Addressing**

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found on the Internet at [www.cityofnovi.org](http://www.cityofnovi.org) under the forms page of the Community Development Department.

Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

### **Street and Project Name**

Street names and the project name have been approved by the Street and Project Naming Committee. Streets match up with the approved street names. The applicant should contact Richelle Leskun at [leskun@cityofnovi.org](mailto:leskun@cityofnovi.org) or 248-347-0579 for any inquiries regarding street names and the approved name locations.

### **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)] in the Community Development Department.

### **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 at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

### **Response Letter**

A letter from either the applicant or the applicant's representative addressing comments in this and other review letters is required prior to consideration by the Planning Commission and with the next plan submittal.

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 [swhite@cityofnovi.org](mailto:swhite@cityofnovi.org).

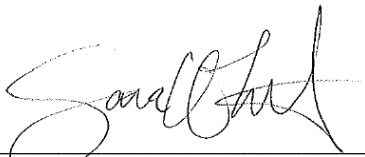
**Planning Review**

Ballantyne

JSF

May 20, 2014

Page 6 of 6

A handwritten signature in black ink, appearing to read "Sara White", written over a horizontal line.

Sara White, Planner

Attachments: planning review chart



**Planning Review Summary Chart**

JSP13-43 Ballantyne Residential Unit Development  
 Residential Unit Development Preliminary Site Plan  
 Plan Date: 4-16-14

Item	Proposed	Meet Requirements?	Comments
Property is master planned for single family residential use	No change	Yes	
Zoning is currently RA, Residential Acreage	RA with Residential Unit Development		RUD agreement approved by City Council on Feb. 3, 2014.
<b>Use</b> (Sec. 2402) single family detached homes, etc.	Single-family, detached homes proposed	Yes	
<b>Density</b> (Sec. 2402)  0.8 units per acre = 41 units	41 units	Yes	
<b>Lot Depth</b> (Sec. 4.02.A.5 of the Sub. Ord.)  Lots abutting a major or secondary thoroughfare must have a depth of at least 140'	No rear lot lines abutting a secondary thoroughfare	Yes	N/A
<b>Required property size</b> – 20 acres (Sec. 2402)	50.85 acres	Yes	
<b>Detached one-family dwellings permitted</b> (Sec. 2402)	Detached one-family dwellings	Yes	

Item	Proposed	Meet Requirements?	Comments
<p><b>Minimum Lot Size</b> (Sec. 2402.4) One-family detached dwellings are subject to the minimum lot area requirements of the underlying district. RA zoning requires 43,560 sq. ft. lots.</p>	<p>Minimum lot size 21,780 sq. ft.</p>	<p>No</p>	<p>City Council approved modification of requirement on Feb. 3, 2014 to achieve the preservation of open space for those purposes set forth in subpart 2402.3B and because the RUD provides a genuine variety of lot sizes.</p>
<p><b>Minimum Lot Width</b> (Sec. 2402.4) One-family detached dwellings are subject to the minimum lot width requirements of the underlying district. RA zoning requires 150 ft. lot widths.</p>	<p>Minimum 120 ft. lot width</p>	<p>No</p>	<p>City Council approved modification of requirement on Feb. 3, 2014 to achieve the preservation of open space for those purposes set forth in subpart 2402.3B and because the RUD will provides a genuine variety of lot sizes.</p>
<p><b>Building Setbacks</b> (Sec. 2402.5) One-family detached dwellings shall be subject to the minimum requirements of the zoning district. RA zoning Front: 45 ft. Rear: 50 ft. Side: 20 ft. Side Yard Aggregate: 50 ft.</p> <p>If lot sizes are reduced in accordance with Sec. 2402.4 yard requirements shall be governed by that zoning district which has minimum lot area and width standards that correspond to the dimensions of the particular lot.</p> <p>For 120 foot wide lots: Front: 30 feet Rear: 35 feet Side Minimum: 15 feet Side Combined: 40 feet</p>	<p>Front: Min. 30 ft. Rear: 35 ft. Side: 15 ft. Aggregate Side: 40 ft.</p> <p>Entire building envelope shown on plans</p>	<p>Yes</p>	<p>Reduced lot size and width approved by City Council Feb. 3, 2014 to permit the proposed setbacks.</p>
<p><b>Minimum Floor Area</b> (Sec. 2400) Units must be greater than 1,000 square feet</p>	<p>No minimum unit size shown or required at this point</p>	<p>N/A</p>	<p>Building size reviewed at plot plan phase</p>
<p><b>Building Height</b> (Sec. 2400) Buildings shall not exceed 2 ½ stories or 35 feet</p>	<p>No elevations provided at this time</p>	<p>N/A</p>	<p>Building height reviewed at plot plan phase</p>

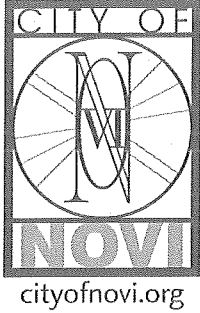
Item	Proposed	Meet Requirements?	Comments
<p><b>Sidewalks and Pathways</b> <i>(Sec. 2405.9)</i> Five (5) foot wide concrete sidewalks are required on both sides of all internal streets</p> <p><i>Bicycle &amp; Pedestrian Master Plan</i> An 8' pathway is required along 8 Mile Rd. and Garfield Rd.</p> <p><i>Non-Motorized Plan</i> No additional trails or pathways beyond those identified in the Bicycle and Pedestrian Master Plan are recommended for the subject property</p>	<p>Five foot sidewalks proposed along internal streets</p> <p>8' sidewalk proposed</p>	<p>Yes</p> <p>Yes</p>	<p><b>Applicant should consider the addition of a 5' sidewalk along the proposed emergency access route</b></p>
<p><b>Master Deed/Covenants and Restrictions</b></p>	<p>No documents submitted</p>		<p><b>Applicant is required to submit this information for review with the Final Site Plan submittal</b></p>
<p><b>Exterior Lighting</b> <i>(Sec. 2511)</i> A residential development entrance light must be provided at the entrances to the development off of Eight Mile Road and Garfield Road.</p>	<p>Residential entrance light indicated on plan</p>	<p><b>More information needed</b></p>	<p><b>Applicant should clearly identify each occurrence of proposed light in the next submittal</b></p>

Review Prepared by Sara White  
248-347-0484 or swhite@cityofnovi.org

## ENGINEERING REVIEW

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## PLAN REVIEW CENTER REPORT

May 19, 2014

### Engineering Review

Ballantyne  
JSP13-0043

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#### Petitioner

Seiber Keast Engineering, LLC., applicant

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: N. of Eight Mile Rd. and W. of Garfield Rd.
- Site Size: 50.85 acres
- Plan Date: April 16, 2014

#### Project Summary

- Construction of a 41-unit single family private residential site condominium.
- Water service would be provided by an extension from the existing 12-inch water main on Garfield Rd.
- Sanitary sewer service would be provided by extending the sanitary sewer as a public utility into the development from the SAD 170 pump station
- Storm water would be detained in two wet detention basins before discharging into the storm sewer network within the Eight Mile Rd. right-of-way.

#### 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 Chapter 11, 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):

#### General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.

2. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.
3. Clarify the location(s) of the proposed street lights on the landscape plan.

Water Main

4. Provide a profile for the proposed water main with the pipe invert and stationing of all valves, fittings, flanges, hydrants, blow-offs, high and low points, and any other appurtenances.
5. Revise the water main alignment to provide a perpendicular crossing underneath Garfield Road.
6. Provide the proposed means of construction for the Garfield Road water main crossing.
7. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

8. Provide a profile for all proposed sanitary sewer with a note stating that a minimum cover of four (4) feet shall be maintained at all times for gravity sewers. A minimum cover of eight (8) feet is required below finished road surface grades.
9. Provide the diameter and material type for all proposed and existing sanitary sewer at the time of Preliminary Site Plan submittal.
10. Provide a note on sheet 5 stating "For illustrative purposes only; not for construction."
11. Provide a complete engineering plan set for the SAD 170 pump station under a separate submittal. This submittal is not subject to review fees and will be used for tracking the project and any applicable reimbursement from SAD 170.
12. Seven (7) sealed sets of revised utility plans along with the MDEQ permit application (11/07 rev.) for sanitary sewer should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets. The submitted application must meet all requirements listed in Wayne County's Sanitary Sewer Approval Checklist (8/28/2013) and is subject to any applicable review fees by the Wayne County Department of Public Services. For information regarding an expedited review by the MDEQ, please contact their office directly.

### Storm Sewer

13. Provide a profile of the proposed storm sewer showing a minimum cover of 3 feet and all catch basin sumps. This profile shall include the hydraulic grade lines for the 10-year and 100-year storm events at all structures.
14. Provide the location for all residential sump leads. All leads must discharge into the subdivision's storm sewer network.
15. Clarify the proposed construction methods and extents of disturbance for the storm sewer work impacting Eight Mile Road. Please note that the proposed storm sewer work must obtain specific approval from the Road Commission for Oakland County (RCOC).
16. Provide an alternate outlet design in the event that the proposed storm sewer work in eight Mile Road is not permitted by RCOC.

### Storm Water Management Plan

17. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
18. Provide a sheet or sheets titled "Storm Water Management Plan" (SWMP) that complies with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual (refer to the runoff coefficients, 1V:4H allowable basin slopes, etc.).
19. The SWMP must detail the storm water system design, calculations, details, and maintenance as stated in the ordinance. The SWMP must address the discharge of storm water off-site, and evidence of its adequacy must be provided. This should be done by comparing **pre- and post-development discharge areas, rates and volumes**. The area being used for this off-site discharge should be delineated and the ultimate location of discharge shown. Note that this development falls on the boundary between the Huron River Watershed and Rouge River Watershed.
20. Revise the plan set to provide an adequate maintenance access route to the basin outlet structure for "Basin A" (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route(s) does not conflict with proposed landscaping.
21. A 25-foot vegetated buffer shall be provided around the perimeter of each storm water basin. This buffer cannot encroach onto adjacent lots. This buffer shall be dimensioned and specifically identified on the plan set.
22. Combine the basin inlets to maximize the distance between the basin inlets and outlet.

### Paving & Grading

23. Provide an emergency access gate at a minimum of three (3) feet from the proposed pathway on Ballantyne Boulevard.
24. Provide a detail for each proposed ramp with elevations provided to demonstrate a level landing adjacent to each side of the pathway crossing and general ADA compliance.

25. No more than ¼" vertical obstacle shall be allowed at each transition between the pathway and the roadway.
26. Provide a minimum of one pedestrian cross-over at the low volume side of each court.
27. Revise the plan set to provide pedestrian crossing facilities at the intersection of Garfield Road and Ballantyne Boulevard.
28. Revise the plan set to provide receiving ramps at the intersection of Ballantyne Court and Ballantyne Boulevard.
29. Relocate the mid-block crossing on Ballantyne Boulevard to align with the pathway connection from Ballantyne Boulevard to Garfield Road.
30. Consider providing traffic calming, such as a speed table, at the proposed mid-block crossing on Ballantyne Boulevard.

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

31. 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.
32. 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).

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

33. 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.
34. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
35. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Community Development Department.
36. A 20-foot wide easement where storm sewer or surface drainage crosses lot boundaries must be shown on the Exhibit B drawings of the Master Deed.



37. Please note that incomplete legal submittals or legal submittals that are not accompanied by the City's legal review transmittal form will not be accepted by Community Development. All easement documents shall be unsigned and in draft form until directed otherwise by the City Attorney.

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

38. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
39. 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.
40. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.
41. 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.
42. A permit for work within the right-of-way of Garfield Road and Eight Mile Road must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.
43. A permit for work within the right-of-way of Eight Mile Road must be obtained from the Road Commission for Oakland County. Please contact the RCOC (248-858-4835) directly with any questions. The applicant must forward a copy of this permit to the City. Provide a note on the plans indicating all work within the right-of-way will be constructed in accordance with the Road Commission for Oakland County standards.
44. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
45. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved.
46. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
47. A storm water performance guarantee, equal to 1.5 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.

48. An incomplete site work performance guarantee, equal to 1.5 times the amount required to complete the site improvements (excluding the storm water detention facilities) as specified in the Performance Guarantee Ordinance, must be posted at the Treasurer's Office.
49. 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.

Please contact Adam Wayne at (248) 735-5648 with any questions.

A handwritten signature in black ink, appearing to read "Adam Wayne", is written over a horizontal line.

cc: Brian Coburn, Engineering  
Sara White, Community Development Department  
Michael Andrews, Water & Sewer Dept.

TRAFFIC REVIEW

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May 12, 2014

Barbara McBeth, AICP  
Deputy Director of Community Development  
City of Novi  
45175 W. Ten Mile Rd.  
Novi, MI 48375

**SUBJECT: Ballantyne RUD, JSP13-0043, Traffic Review of Preliminary Site Plan, PSP14-0065**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

### **Recommendation**

We recommend approval, subject to the items shown below in **bold** being satisfactorily addressed by the final site plan.

### **Site Description**

What is the applicant proposing, and what are the surrounding land uses and road network?

1. The applicant is proposing a 41-unit development of single-family homes. According to the submittal letter from the applicant's engineer, this will be a "gated community." While the gate locations are now implied by walls, **we are unable to find any notes or elevation views showing and specifying the type of gate to be installed.**
2. Eight Mile Road is a 55-mph two-lane arterial under the jurisdiction of the Road Commission for Oakland County. In 2012, Eight Mile between Garfield and Beck was carrying about 9,000 vehicles per day.
3. Garfield Road is a 25-mph, 22-ft-wide residential collector under City of Novi jurisdiction. According to data assembled for the 2012 Citywide Crash Study, this section of Garfield is carrying less than 500 vehicles per day.

### **Traffic Study and Trip Generation**

Was a traffic study submitted and was it acceptable? How much new traffic would be generated?

4. Forty-one single-family homes can be expected to generate 462 daily one-way trips, 38 in the AM peak hour (10 entering and 28 exiting) and 47 in the PM peak hour (30 entering and 17 exiting). A comprehensive traffic study is not required.

### **Vehicular Access Locations**

Do the proposed "driveway" locations meet City spacing standards?

5. No. The access drive on Eight Mile Road would be the City-minimum distance of 200 ft east of the Maybury State Park entrance drive, but only 218 ft west of Garfield Road (near edge to

near edge). Given the Eight Mile's 55-mph speed limit, DCS Sec 11-216(d)(1)d requires a minimum same-side driveway spacing of 275 ft, or 57 ft more than can be provided in this instance (while still meeting the more important opposite-side minimum spacing). We understand that the required Planning Commission waiver of the City's minimum same-side driveway spacing was received as part of the RUD conceptual review and approval.

### **Vehicular Access Improvements**

Will there be any improvements to the abutting road(s) at the proposed access point(s)?

6. Yes. The plan proposes a full-width right-turn lane on westbound Eight Mile between the exiting curb return of Garfield and the proposed site entrance. Based on existing traffic patterns, we estimate that 62% of entering traffic in the PM peak hour will turn right into the site. Making the worst-case assumption that 100% of the trip generation cited above enters from Eight Mile, the peak-hour entering right-turn volume would therefore be 19 vehicles. According to the City warrant for right-turn lanes and tapers (DCS Fig IX.10), the turn volume warranting a taper on a road carrying 9,000 vehicles per day (such as Eight Mile) is 20 vehicles. Although the warrant for a deceleration taper would therefore not quite be met here, we believe that at least a taper would be advisable given the 55-mph speed limit. Since the driveway's proximity to Garfield (attached birdseye aerial photo) precludes the use of both a decel taper for the driveway and an accel taper for Garfield (two tapers not permitted within 100 ft of each other), the proposed deceleration lane has appropriately been substituted.
7. Given the above assumptions, 38% of the PM peak-hour entering traffic – 11 vehicles – would turn left into the site from eastbound Eight Mile. The City warrant for a left-turn passing lane (in lieu of a turn prohibition) is also 20 vehicles (per DCS Fig IX.8), and a passing or center left-turn lane on Eight Mile is therefore not warranted.
8. **The final site plan should include a larger-scale drawing of the site frontage along Eight Mile, showing a 4-inch solid white line separating the eastbound right-turn-only lane from the adjacent through lane, along with a RIGHT LANE MUST TURN RIGHT (R3-7R) sign midway along the accel/decel lane between Garfield and the site entrance.**

### **Access Drive Design and Control**

Are the proposed design, pavement markings, and signage satisfactory?

9. Key design elements of the boulevard entrance on Eight Mile fall within the ranges permitted by Design and Construction Standards Figure IX.3 (permitted in each case, that is, if "the City specifies, or the applicant shows cause for, using other than the standard value"). The first island within the development would be 24 ft wide (the permissible maximum); 66 ft long (longer than the City's 35-ft standard but within the permissible range of 30-100 ft); and be set back from the 8 Mile curb by 16 ft (slightly more than the City's 12-ft standard but within the permissible range of 6-18 ft). The large island width is acceptable in this location, as there is no opposing driveway on 8 Mile Road and the island will be equipped with Keep Right signs.
10. At the proposed boulevard entrance on Garfield, the first island within the development would be 16 ft wide (wider than the 10-ft City minimum but within the permissible range of 8-24 ft); 30 ft long (the permissible minimum); and be set back from the Garfield curb by 16 ft. Given

the greater-than-standard width of both the proposed and (opposing) existing islands – and the relatively narrow width of Garfield Road – **it is important that the northeast end of the proposed island be significantly tapered so as to minimize potential interlock between entering left turns from opposite directions. The amount of taper now shown on engineering sheet 2 is inadequate, and no taper at all is shown on the landscape plan.** It may be more feasible to provide a suitable amount of taper if the island is lengthened some (as noted above, its proposed length of 30 ft is less than the City standard).

### **Pedestrian Access**

Are pedestrians safely and reasonably accommodated?

11. **Sidewalk stubs need to be added in four locations: opposite Ballantyne Court (two stubs) and on both sides of Ballantyne Boulevard in line with opposite the sidewalk connecting the internal walks to the Garfield safety path (two stubs). With the addition of the latter two sidewalk stubs, the City may decide that the stubs now proposed near the circular pedestrian feature would be unnecessary (adjacent to Detention Basin B).**
12. **An ADA-compatible ramp is needed not only in each of the preceding additional sidewalk stubs, but also in the stubs shown on the west side of Garfield (at 8 Mile) and north side of 8 Mile (at the midblock pedestrian crossing said to be preferred by RCOC).**

### **Circulation and Parking**

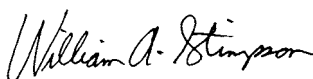
Can vehicles safely and conveniently maneuver through the site?

13. **All internal intersection curb return radii, including the minor corners on the U street islands, should be dimensioned or otherwise specified.**
14. **As the east end of the emergency access drive as now designed, a large fire truck turning the corner would be unable to avoid hitting the proposed sign as well as off-tracking into adjacent grassy areas. The corner radii here should be increased to at least 25 ft, and the sign moved to a point well off the drive's pavement at the west end of the north radius. Also, in a related matter, the standard gate detail appearing on the second page of DCS Figure VIII-K needs to be added to sheet 3.**
15. **Consistent with the latest City specifications for street-name signs (attached), the Sign Quantities Table should add a sign height specification to more clearly distinguish the 12-inch name signs to accompany external-intersection STOP signs from the 8-inch name signs to accompany internal-intersection YIELD signs.**

Sincerely,  
CLEARZONING, INC.

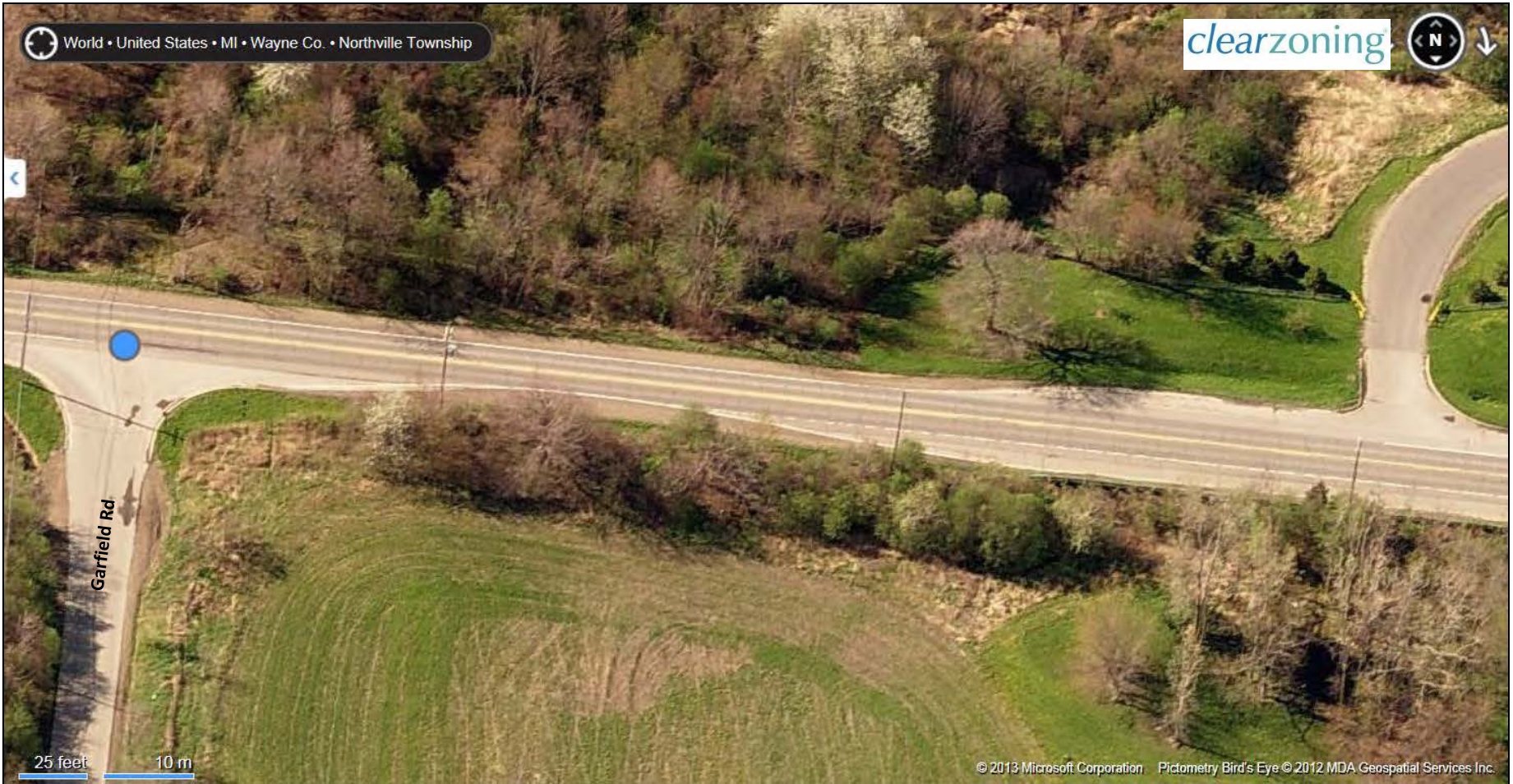


Rodney L. Arroyo, AICP  
President



William A. Stimpson, P.E.  
Director of Traffic Engineering





**Eight Mile Road Frontage of Proposed Ballantyne RUD**



## TRAFFIC CONTROL SIGN STANDARDS

**All Traffic Control Signs shall have High Intensity Prismatic (HIP) sheeting to meet Federal Highway Administration retroreflectivity requirements, meeting all requirements of the Michigan Manual of Uniform Traffic Control Devices (MMUTCD) and shall meet the following additional standards:**

**Street Name signs** shall be constructed from a HIP reflective white blank with green overlay. All street name signs shall have a green field, white letters, and a white border. The text shall consist of a capitalized first letter with the remaining letters lowercase in a Clearview font 1B. The bottom of the sign shall be mounted at least 7 feet above ground elevation with the measurement locations as detailed by MMUTCD (2009) Figure 2A-2. Street name signs located adjacent to a road with a speed limit of 30 mph or more shall have a minimum sign height of 12 inches and minimum lettering height of 8 inches and shall have an initial upper-case letters for each word in the street name followed by lower-case letters. Street name signs at residential street intersections shall have a minimum sign height of 8 inches and minimum lettering height of 4.5 inches. Supplementary lettering to indicate the type of street (drive, avenue, etc) may have a minimum lettering height of 3.5 inches.

**Sign Materials** shall be nominal 0.080 inch thick aluminum sheets with a mil tolerance meeting the requirement of ASTM B 209 for all signs measuring a maximum of 36 inches by 36 inches for traffic control signs and a maximum of 12 inches by 48 inches street name signs. All sign blanks used for street name signs shall have a  $\frac{3}{4}$  inch corner radius. Extruded, as defined by ASTM B881-09, aluminum sign blanks are not permitted within the City of Novi right-of-way.

**Stop signs** shall be installed at the locations shown on the approved site plan ONLY. The signs shall be constructed using HIP sheeting and a minimum size of 30" x 30". They shall be 7 feet in height (to the bottom of sign from the ground elevation) and 2 feet from the edge of the sign to the curb face. If in an uncurbed area, signs shall be a minimum of 7 feet in height (to the bottom of the sign from the ground elevation) and 6 feet from the paved road edge.

**Yield Signs** shall be installed at the locations shown on the approved site plan ONLY. The signs shall be constructed using HIP sheeting and a minimum size of 30" x 30". They shall be 7 feet in height (to the bottom of sign from the ground elevation) and 2 feet from the edge of the sign to the curb face.

**Speed Limit signs** shall have minimum size of 24" x 30" and shall be made using HIP sheeting, located at the entrance of the subdivision, on the major road only.

All other signs shall be installed per the approved plan and shall meet the requirements of the MMUTCD.

**Posts** All signs shall be mounted as follows:

- Traffic Control signs:
  - Single signs with nominal dimensions less than 12"x18" shall be mounted on a galvanized 2 lb. U-channel post
  - Multiple signs and/or signs with nominal dimension greater than 12"x18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs
- Street name signs:
  - All street name signs shall be mounted on a 3lb. or greater U-channel post as dictated by the weight of the proposed signs
  - Street name signs with a nominal height of 12 inches shall be single sided and sandwiched on a 1 ¼" x 1 ¼" inch 12 gauge perforated galvanized steel insert with the ends of the signs bolted together.

Steel inserts shall have a minimum length of 36 inches and must extend a minimum of 12 inches into the 3 lb. or heavier post U-channel.

*Decorative sign posts are not allowed unless approved by the City through the right-of-way permit process with an executed agreement.*

If the developer/association intends to use decorative sign posts, all above requirements remain in effect, only the post specifications would change. Please refer to the Subdivision Street Sign FAQ and Decorative Sign Post Agreement Template for additional information.

## LANDSCAPE REVIEW

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## PLAN REVIEW CENTER REPORT

November 5, 2013

### Preliminary Site Plan

Ballantyne RUD JSP13-43

#### Applicant

Singh

#### Review Type

Preliminary Landscape Review (RUD)

#### Property Characteristics

Property Characteristics

Site Location: Northwest corner of Garfield Road and Eight Mile Road (Section 31)  
Site Zoning: RA, Residential Acreage  
Adjoining Zoning: North, East and West: RA; South (Northville Township): R-2, Single-Family Residential  
Current Site Use: Vacant  
Adjoining Uses: North and West: Vacant; South: Single-Family Residential and Vacant; East: Single-Family Residential and Vacant  
School District: Northville Community School District  
Site Size: 50.85 acres  
Plan Date: 4-24-14

#### Recommendation

**Approval of the proposed Preliminary Site Plan for Ballantyne JSP13-43 is recommended.**

#### Ordinance Considerations

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

1. A 34' landscape greenbelt is required along the Garfield and Eight Mile Road right-of-ways. Please depict the greenbelt on the plan.
2. A 4' tall berm is required along the Garfield and Eight Mile Road right-of-ways. This requirement has been met. The Applicant has also proposed a 5' tall decorative along both frontages.
3. Calculations for required greenbelt plantings have been provided and the proposed plantings meet the requirements of the ordinance.
4. Twenty five foot clear vision areas have been shown at access points.

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

1. One street tree is required per 35 linear feet of frontage along Eight Mile and Garfield. This requirement has been met.
2. Details for the planting of the cul-de-sac areas have been provided.

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

1. No parking areas are proposed.

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

1. No buildings are proposed other than single family residences.

**Plant List (LDM)**

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

**Planting Notations and Details (LDM)**

1. Planting Notations and Details per the requirements of the Ordinance and Landscape Design Manual have been provided.

**Storm Basin Plantings (LDM)**

1. Details for the proposed plantings around the storm basin rim have been provided.
2. The required 25' non-disturbance buffer required around the storm basin and wetland areas has been depicted.

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

1. An Irrigation Plan must be provided upon Stamping Set submittal.

**General**

1. Staff supports the proposed walkways through interior open spaces.
2. Staff supports the non-required landscape buffer adjacent to residential uses. These areas should be well defined in the field to make residents aware of their lot boundaries.
3. Significant woodland plantings are proposed and all will be within a conservation easement. Staff supports the native plantings. Please also see woodland and wetland reviews for additional comments.

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

Reviewed by: David R. Beschke, RLA



WOODLAND AND WETLAND REVIEW

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Environmental Consulting & Technology, Inc.

May 19, 2014

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

Re: Ballantyne Residential Development (JSP13-0043)  
Woodland Review of the Final Site Plan (PSP14-0065)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan (Plan) for the proposed Ballantyne project prepared by Seiber, Keast Engineering, L.L.C., Inc. dated April 16, 2014. The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. ECT visited the site on Friday, May 16, 2014 for the purpose of a woodland verification.

The proposed development is located at the northwest corner of the intersection of Eight Mile Road and Garfield Road in Section 31 and includes the construction of a 41-unit single family residential site condominium development, associated roads and utilities and a storm water detention basin. The proposed project site is currently idle agricultural field.

**Woodlands and Proposed Woodland Impacts**

Based on our review of the Plan, City of Novi Official Wetlands Map and site visit, it does not appear as if this proposed project site contains city regulated woodlands (see Figure 1). The Plan does propose the removal of multiple non-regulated trees however for the construction of an 8-foot wide pedestrian walkway within the Garfield Road and Eight Mile Road right-of-ways. Non-regulated trees will be removed to satisfy safe site distance set-backs as well, at the proposed intersections of Ballantyne Boulevard and both Garfield Road and Eight Mile Road.

**Off-Site Woodland Replacement Planting Plan for Oberlin**

Sheets LS-5 and LS-6 (*Off Site Woodland Tree Replacement Planting Plan for Oberlin*) note that the required Woodland Replacements for a different Singh development located south of Eleven Mile Road and east of Wixom Road will be provided on-site at the Ballantyne development.

The Plan notes that 1,234 total Woodland Replacement Trees were required as part of the proposed woodland impacts associated with the Oberlin Plan. In addition, the Oberlin Plan will provide 61 on-site replacement credits. This current Ballantyne Plan provides for the remainder of the required Woodland Replacement Trees, 1,173.

It should be noted that at the time of the previously-submitted RUD Plan for this development, a Draft RUD Agreement was reviewed. The *Natural Resource Preservation* Section of the *Draft RUD Agreement* states that “approximately 14.26 acres of existing woodlands (non-regulated) are to be preserved and shall be “enhanced” with approximately 817 Woodland Replacement Trees. These Woodland Replacement Trees are required as part of the current Oberlin Site Condos development noted above. These areas of planted Woodland Trees shall be placed into a Conservation Easement”.

### **Woodland Replacement Review**

A total of 1173 woodland replacement trees have been proposed on this site:

- 876 – 2 ½" deciduous trees @1.0 credit/tree = 876 credits;
- 444 – 7' evergreen trees @ 0.67 credit/tree = 297 credits.

The *Tree Replacement Plan Material List* on Sheet LS-5 of 6 provides the proposed species, sizes and quantities for the proposed Woodland Replacement material. Based on the information provided, it appears as if the Applicant is prepared to meet the Woodland Replacement requirements associated with the Oberlin development plan.

### **Required Wetland and Woodland Permits**

Due to the Woodland Replacement trees associated with the Oberlin development that are to be placed on this site, a City of Novi Woodland Permit will be required for this development.

### **Comments**

1. The Applicant shall grant a permanent conservation easement over the locations of the proposed woodland replacement plantings located on this property.
2. Woodland 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 trees spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual* (<http://www.cityofnovi.org/services/commdev/InfoSheetsManualsAndPubs/LandscapeDesignManual.pdf>).
3. A Woodland Replacement 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 (1,173) at a per tree value of \$400.

Based on a successful inspection of the installed on-site Woodland Replacement trees, seventy-five percent (75%) of the original Woodland Financial Guarantee shall be returned to the Applicant. Twenty-five percent (25%) of the original Woodland Replacement financial guarantee will be kept for a period of 2-years after the successful inspection of the tree replacement installation as a **Woodland Maintenance and Guarantee Bond**.

4. 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.

**Conclusion**

The site does not appear to contain City of Novi Regulated Woodlands. The proposed impacts associated with this site work are to non-regulated trees. However, because Woodland Replacement trees associated with the Oberlin development are to be placed on this site, a City of Novi Woodland Permit will be required.

**Recommendation**

**ECT currently recommends Approval of the Preliminary Site Plan.** We recommend that the Applicant address the items noted above under "Comments" in subsequent site plan submittals.

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

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**

A handwritten signature in blue ink that reads "Pete Hill".

Pete Hill, P.E.  
Senior Associate Engineer

cc: David Beschke, City of Novi, Licensed Landscape Architect  
Kristen Kapelanski, AICP, City of Novi Planner  
Valentina Nukulaj, City of Novi, Customer Service  
Sara Roediger, City of Novi Planner  
Sara White, City of Novi Planner

Attachments: Regulated Woodlands & Wetlands Map (Figure 1)



Figure 1. City of Novi Regulated Woodlands & Wetlands Map (accessed May 19, 2014).



**Environmental Consulting & Technology, Inc.**

June 3, 2014

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

Re: Ballantyne Residential Development (JSP13-0043)  
Wetland Review of the Revised Preliminary Site Plan (PSP14-0092)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Revised Preliminary Site Plan (Plan) for the proposed Ballantyne project prepared by Seiber, Keast Engineering, L.L.C., Inc. dated May 27, 2014. This submittal consisted of one plan sheet (*Preliminary Site Plan/Wetland Plan*, Sheet 3). 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. ECT visited the site on Friday, May 16, 2014 for the purpose of a Wetland Boundary Verification. ECT also previously reviewed the Preliminary Site Plan for the development (ECT review letter dated May 19, 2014). At that time, ECT noted that the site contained additional areas of City of Novi Regulated Wetland that were not indicated on the Preliminary Site Plan. These wetland areas are located along Garfield Road. In response to the Applicant's submittal of this Revised Preliminary site plan, ECT conducted an additional site inspection on June 3, 2014.

The proposed development is located at the northwest corner of the intersection of Eight Mile Road and Garfield Road in Section 31 and includes the construction of a 41-unit single family residential site condominium development, associated roads and utilities and a storm water detention basin. The proposed project site is currently idle agricultural field.

**Wetlands and Proposed Wetland Impacts**

Based on our review of the Plan, Novi aerial photos, Novi GIS, and the City of Novi Official Wetlands Map, it appears as if this proposed project site contains several areas of wetland. The largest of the wetland areas (Wetland A) is located in the north central section of the site. The Plan indicates that this wetland is 0.75 acres (see Photo 1) and was delineated by Wilson Road Group. This wetland is an emergent wetland surrounded by shrubby vegetation as well as several American elm trees on the east side. The current Plan appears to propose preservation of this wetland within a proposed open space (Ballantyne Park). Although wetland boundary flagging was not readily apparent at the time of our site inspection, the wetland boundary appears to be accurately depicted on the Plan.

Wetland A appears to be a City of Novi Regulated Wetland (essential). The wetland does not appear to be regulated by the Michigan Department of Environmental Quality (MDEQ), as it is

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not within 500-feet of an inland lake, pond, stream or river and is not greater than 5 acres in size.

Based on the revised plan and our additional site visit, two additional areas of wetland have been added to the Plan. Both wetlands are located along Garfield Road (see Site Photos):

- Wetland B (Flags B-1 through B-12: An emergent wetland containing predominantly reed canary grass (*Phalaris arundinacea*) and some invasive common reed (*Phragmites australis*).
- Wetland C (Flags C-1 through C-12); An emergent wetland containing narrow-leaved cattail (*Typha angustifolia*), willow (*Willow spp.*) as well as some invasive buckthorn (*Rhamnus cathartica*).

These wetland boundaries appear to be accurately depicted on the Plan.

The Plan proposes to fill Wetland B (0.15-acre), as well as the entire associated 25-foot setback (0.20-acre) for the purpose of constructing an 8-foot wide walk along Garfield Road as well as for grading associated with the proposed Storm Water Detention Basin "B". It should be noted that the impact volume (i.e., fill volume) associated with this proposed impact should be included on subsequent site plans.

No impacts are proposed to Wetland C. However, the Plan does propose 0.06-acre of impacts to 25-foot wetland buffer associated with Wetland C. This wetland buffer impact is for the purpose of constructing the 8-foot wide walk along Garfield Road.

ECT continues to note that at the time of the previously-submitted RUD Plan for this development, a Draft RUD Agreement was reviewed. The *Natural Resource Preservation* Section of the *Draft RUD Agreement* states that the existing wetland areas on site will be preserved and enhanced with supplemental wetland plantings. The removal of existing invasive species and the replacement with native wetland plantings is also proposed. In addition, all wetland and buffer areas shall be placed into a conservation easement. It was ECT's understanding that these proposed wetland and wetland buffer improvements are proposed in order to offset wetland and wetland buffer impacts associated with another Singh Development, Oberlin Site Condos, which is proposed south of Eleven Mile, between Wixom and Beck Roads (Section 20). At that time, ECT recommended that subsequent site plans shall contain additional details regarding the proposed native wetland and wetland buffer plantings. This information does not appear to be included with this Plan and ECT suggests that it be incorporated into the Final Site Plan.

**Permits and Regulatory Status**

All of the site wetlands appear to be considered essential wetlands and regulated by the City of Novi. These wetlands do not appear to be MDEQ regulated, as they are not within 500-feet of an inland lake, pond, stream or river and are not greater than 5 acres in size.

All of the wetlands appear to be considered essential by the City as they appear to meet one or more of the essentiality criteria set forth in the City's Wetland and Watercourse Protection Ordinance (i.e., storm water storage/flood control, wildlife habitat, etc.).

The project as proposed appears to require a City of Novi *Wetland Minor Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback* because the current site Plan proposes impacts to Wetland B as well as the 25-foot wetland setbacks associated with both Wetland B and Wetland C along Garfield Road.

**Comments**

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

1. The impact volume (i.e., fill volume) associated with the proposed impact to Wetland B should be included on the Final Site Plan.
2. Subsequent site plans shall contain additional details regarding the proposed native wetland and wetland buffer plantings, if applicable (per the *Natural Resource Preservation* Section of the *Draft RUD Agreement*).

**Conclusion**

The site contains areas of City of Novi Regulated Wetland. All on-site wetlands are considered regulated by the City and the proposed impacts to Wetland B and the 25-foot setbacks to Wetlands B and C will require a City of Novi *Wetland Minor Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback*.

**Recommendation**

ECT recommends approval of the Revised Final Site Plan for Wetlands at this time. We recommend that the Applicant address the items noted above under "Comments" in the Final Site Plan.

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

Ballantyne Residential Development (JSP13-0043)  
Wetland Review of the Revised Preliminary Site Plan (PSP14-0092)  
June 3, 2014  
Page 4 of 7

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Pete Hill, P.E.  
Senior Associate Engineer

cc: David Beschke, City of Novi, Licensed Landscape Architect  
Kristen Kapelanski, AICP, City of Novi Planner  
Valentina Nukulaj, City of Novi, Customer Service  
Sara Roediger, City of Novi Planner  
Sara White, City of Novi Planner

Attachments: Site Photos (Photos 1, 2 & 3)  
Regulated Woodlands & Wetlands Map (Figure 1)



**Photo 1.** Looking east at Wetland A. ECT, May 16, 2014.



**Photo 2.** Looking north at Wetland B (adjacent to Garfield Road).  
ECT, June 3, 2014.





**Photo 3.** Looking west at Wetland C (adjacent to Garfield Road).  
ECT, June 3, 2014.

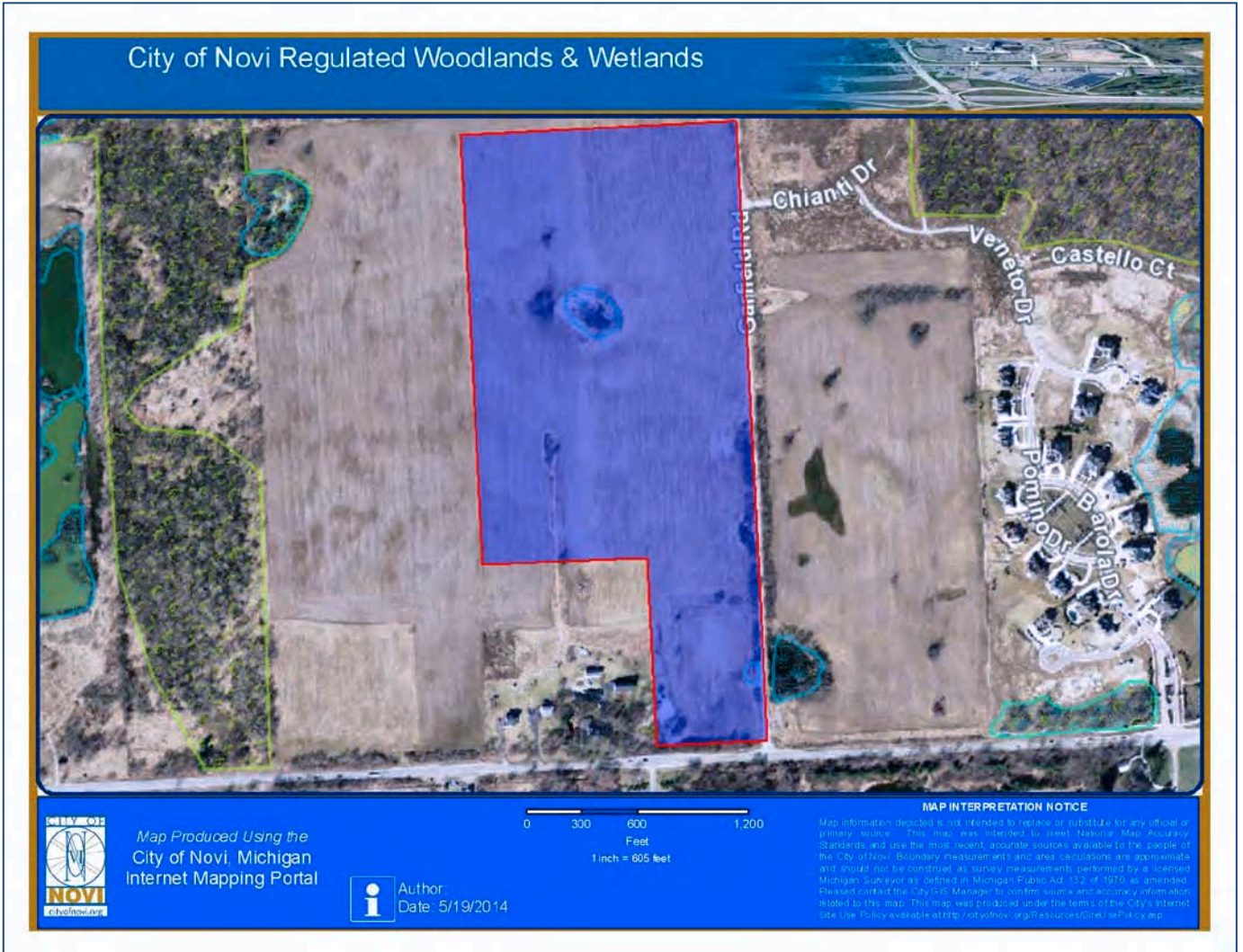


Figure 1. City of Novi Regulated Woodlands & Wetlands Map (accessed May 19, 2014).



## FIRE REVIEW

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November 19, 2013

**April 29, 2014**

TO: Barbara McBeth, Deputy Director of Community  
Development

Kristen Kapelanski- Plan Review Center

Sara Roediger- Plan Review Center

RE: Ballantyne Residential Development, Eight Mile / Garfield

PSP# 13-0175

**PSP# 14-0065**

**CITY COUNCIL**

**Mayor**

Bob Gatt

**Mayor Pro Tem**

Dave Staudt

Terry K. Margolis

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Justin Fischer

Wayne Wrobel

Laura Marie Casey

**City Manager**

Clay J. Pearson

**Director of Public Safety**

**Chief of Police**

David E. Molloy

**Director of EMS/Fire Operations**

Jeffery R. Johnson

**Assistant Chief of Police**

Victor C.M. Lauria

**Assistant Chief of Police**

Jerrod S. Hart

**Project Description:** 41 unit Single Family Detached home  
development

**Comments:**

- 1) Gated entrances must conform to City of Novi standards for fire apparatus clearances. Min. 14' clearance
- 2) It is recommended that a hydrant be located at every intersection on the same corner with the street sign. This will help with locating the fire hydrants in winter when they are covered with snow.

**Recommendation: Approval with conditions**

- 1) **4/29/14-Locate hydrant at the corner of Garfield and development entrance and maintain a minimum of 500' between hydrants throughout. Correct hydrant locations to the following, On Ballantyne Dr. at the corner of lot #25 and on Ballantyne Dr. between Lot #s 28 and 29.**

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

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# SEIBER KEAST ENGINEERING, LLC

## ENGINEERING CONSULTANTS

Clif Seiber, P.E.  
Patrick G. Keast, P.E.  
Azad W. Awad

7125 Orchard Lake Road, Suite 304  
West Bloomfield, MI 48322  
Phone No. 248.231.9036  
E-mail: cs@seibereng.com

June 2, 2014

Ms. Sara White, Planner  
City of Novi  
45175 W. Ten Mile Road  
Novi, MI 48375

Re: **Ballantyne Preliminary Site Plan Review**  
**JSP 13-43**

Dear Ms. White:

In accordance with your consultant's and staff review dated May 20, 2014, the following responses are made to those letters for use in the Preliminary Site Plan review. The comment number shown below corresponds to the comments contained in the consultant or staff review letters where applicable.

### PLANNING REVIEW

6. **Lighting** Light poles are called out on the Landscape plan and shown on the site plan. However, the light pole symbol was very small and difficult to decipher. For clarification, attached are two enlargements of the two road intersections showing the light pole locations.
9. **Cross-Section at North Property Line** As indicated to the Planning Commission during their review of the RUD plan, a cross-section depicting the elevations, distances and sight lines between the proposed Ballantyne homes and the existing Deer Run Court homes was to be provided. Such a cross-section is shown on Sheet 2 of the site plan. It is unclear what an "additional detailed perspective" should include that was not already provided. Please note that the separation distance between the neighbor's home and the closest proposed home in Ballantyne is 320 feet – more than the length of a football field. In addition, the lot backing to the neighbor's home proposes the planting of 40 trees. Furthermore, an adjacent property measuring 115 feet in width is located between the neighbor and the Ballantyne property. For the neighbor to complain that any new homes in the Ballantyne project would tower over her home is untrue. The berm, screening, park area and proposed separation distance will be more than sufficient.
10. **Non-Motorized Features** Last fall the Eight Mile Road improvements were completed that included a cross-walk on Eight Mile Road and a sidewalk on the north side of Eight Mile Road. Consequently, there is no need to contact the Novi Engineering Department for additional details. The applicant sees no benefit of providing a sidewalk along the emergency access route, as this is paved access for emergency vehicles only and is contained within the common area of the Ballantyne Site Condominium, not a public road right-of-way. In addition, Ballantyne is a gated community for the purpose of

greater security. Such a walk connection would work counter to that goal. In addition, at the request of the Novi Engineering Department, we have provided a sidewalk connection to Garfield Road through the park. However, we concur with the comment #10 from Clearzoning where they indicate that this connector walk is “superfluous and no longer necessary” since sidewalks are now provided on both sides of Ballantyne Boulevard. Therefore, the offer to provide such a sidewalk is withdrawn.

11. **Decorative Screen Wall** Additional details of the decorative screen walls and fencing will be provided for Final Site Plan review.
12. **Gated Entrances** Additional details of the gates will be included in the next submittal. The details of the emergency access drive shown on the plan are the City of Novi standard detail for emergency access drives.

## **ENGINEERING REVIEW**

### **General**

3. Clarification of the street light locations on the landscape plan is attached.

### **Water Main**

5. The water main alignment under Garfield Road was consistent with the City of Novi design of the road crossing to the north. However, the alignment will be revised as requested.

### **Sanitary Sewer**

9. The diameters of all existing and proposed sanitary sewers are shown on the plan.
10. A note will be provided on sheet 5 as requested.

### **Storm Sewer**

16. An alternate outlet will be provided in the case that the RCOC does not permit the proposed outlet.

### **Storm Water Management Plan**

19. The pre- and post-development discharge rates are shown on the plan.
20. An adequate maintenance access route will be provided for Basin A between Units 38 and 39. The landscaping will be arranged to avoid conflicts.

### **Paving and Grading**

23. An emergency access gate will be provided at Ballantyne Boulevard.
27. Pedestrian crossing facilities will be provided at the intersection of Garfield Road and Ballantyne Boulevard.
28. Ramps will be provided at the intersection of Ballantyne Court and Ballantyne Boulevard.
29. The mid-block crossing is longer necessary since the sidewalk will not be provided. See Planning comment number 10, above.
30. See comment 29, above.

### **TRAFFIC REVIEW**

1. The type of gates to be installed will be similar to those constructed at Tuscany Reserve. Details of the gates will be provided at the time of Final Site Plan submittal.
8. A striping plan will be provided at Final Site Plan submittal.
10. The taper to the landscape island will be increased as requested.
11. Sidewalk stubs will be provided as requested. We concur that the midblock connection to Garfield road is superfluous and no longer necessary. This walk will be deleted from the plan.
12. The sidewalk ADA-compatible ramp at the mid-block pedestrian crossing has already been constructed by the RCOC.
13. All internal intersection curb radii dimensions will be provided.
14. The gate detail for the emergency access road will be provided and entry radii will comply with the City of Novi standards.
15. Sign heights will be added to comply with the latest revisions to the City specifications.

### **LANDSCAPE REVIEW**

No response required.

### **WETLAND REVIEW**

1. Two additional wetland pockets located along Garfield Road have been provided. Wetland B measuring 0.15 acres is a lower value wetland pocket and is proposed to be removed. Wetland C measuring 0.16 acres will be preserved in its entirety and the sidewalk on Garfield Road has been adjusted around the west side of the wetland pocket.
2. The plan now contains a table quantifying the impacts to the wetlands and wetland buffers.
3. The details of the wetland buffer plantings around wetland A were provided on the Landscape Plan.

### **WOODLAND REVIEW**

Comments 1 through 4 relate to Final Site Plan requirements and will be addressed at that time.  
No response required.

### **FIRE DEPARTMENT**

1. The gated entrances will conform to the City standards.
2. Fire hydrants will be provided at the locations requested.

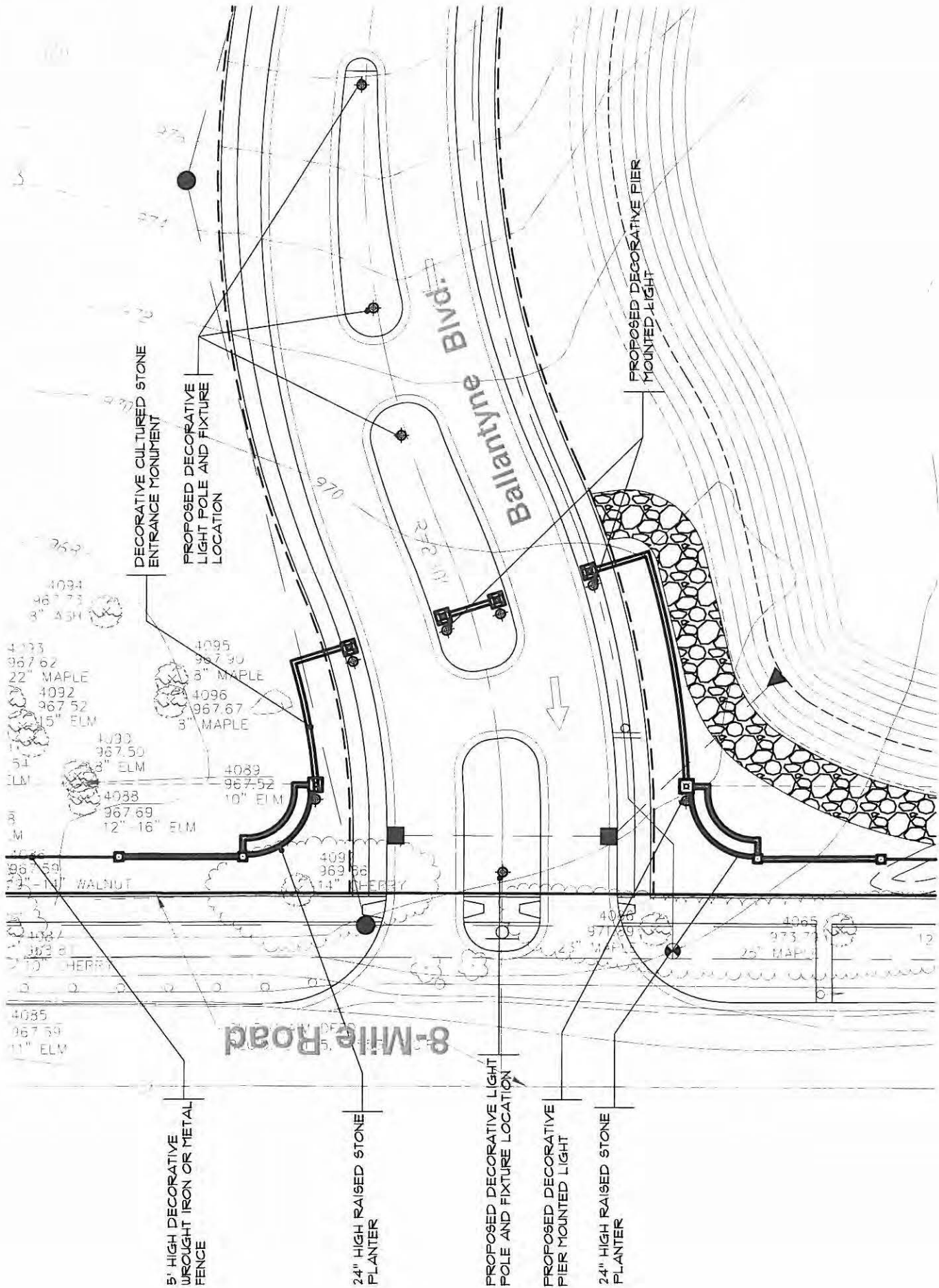
Sincerely,

**SEIBER KEAST ENGINEERING, LLC**

Clif Seiber, P.E.

cc: G. Michael Kahm, P.E.

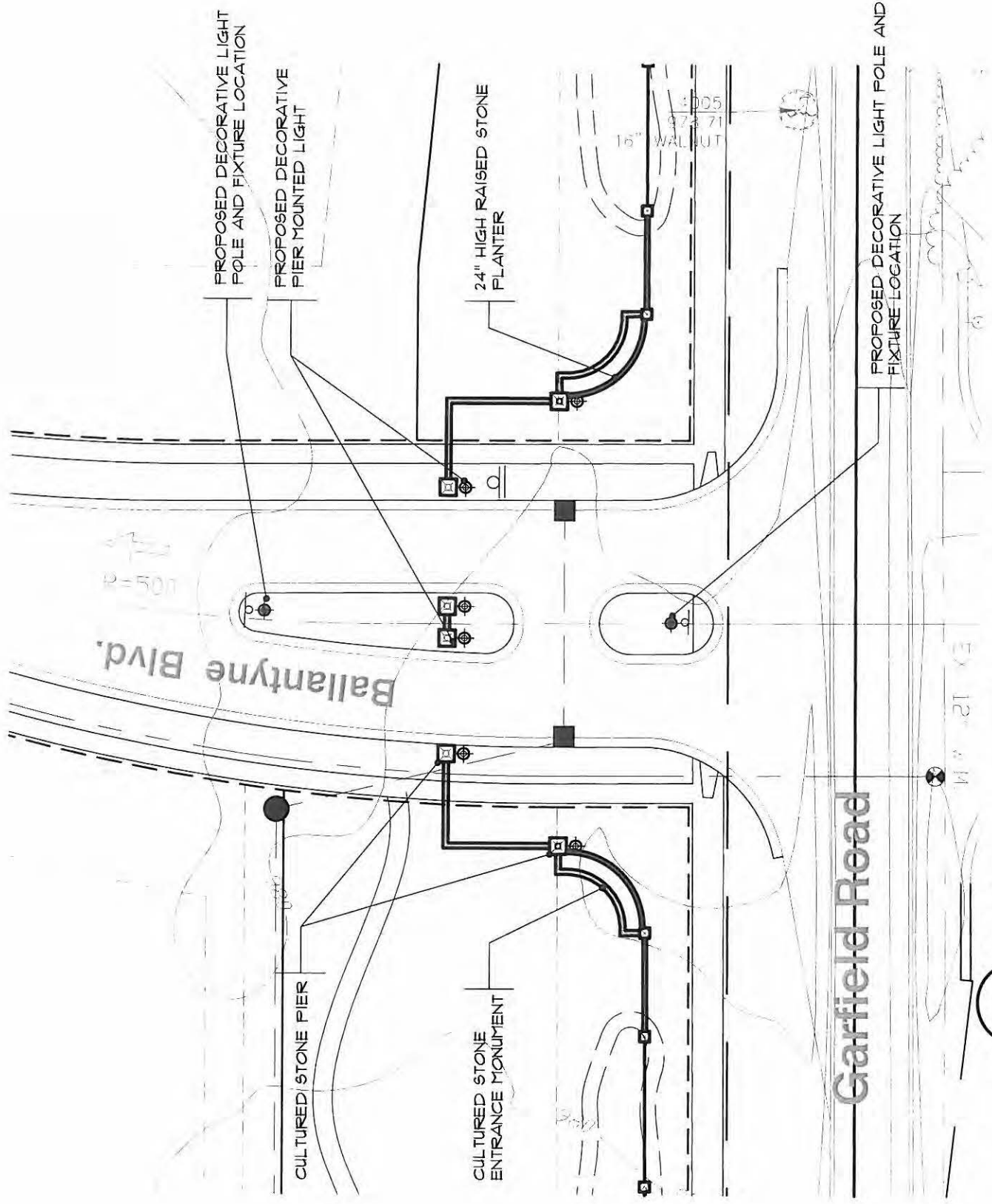




**8A** 8-Mile Road entry site plan

SCALE: 1" = 30' - 0"





**8B**

**Garfield Road entry site plan**

SCALE: 1" = 30' - 0"