



## TFJ NOVI JSP21-22

### TFJ NOVI JSP21-22

Consideration of TFJ Novi at the request of Broder and Sachse Real Estate for approval of the Preliminary Site Plan and Stormwater Management Plan. The subject property contains 1.16 acres and is located in Section 36, on the east side of Haggerty Road, north of Eight Mile Road. The applicant is proposing to demolish a former Big Boy Restaurant at the corner of Eight Mile Road and Haggerty Road and redevelop the site in order to build an 8,488 square foot building to be used by Tapper's Fine Jewelry and Rolex.

### Required Action

Approve/Deny the Preliminary Site Plan, Stormwater Management Plan, and any applicable Landscape Waivers.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	7-30-21	<ul style="list-style-type: none"> <li>• <b>The Planning Commission shall determine if a Jewelry Store Use is compatible with the FS: Freeway Service District</b></li> <li>• Items to be addressed on the Final Site Plan submittal</li> </ul>
Engineering	Approval recommended	7-26-21	<ul style="list-style-type: none"> <li>• Items to be addressed on the Final Site Plan submittal</li> </ul>
Landscaping	Approval recommended	8-2-21	<ul style="list-style-type: none"> <li>• <b>Landscape waiver for a deficiency in greenbelt width along Haggerty Road</b></li> <li>• <b>Landscape waiver for a lack of greenbelt berms along Haggerty Road and I-275 frontages in areas with parking</b></li> <li>• <b>Landscape waiver for a deficiency in greenbelt landscaping along Haggerty Road frontage</b></li> <li>• <b>Landscape waiver for a lack of an end island tree and landscaping for one bay (<i>it is not supported by staff</i>)</b></li> <li>• <b>Landscape waiver for a deficiency in parking lot perimeter trees (<i>it is not supported by staff</i>)</b></li> <li>• <b>Landscape waiver for a lack of transformer box screening</b></li> <li>• <b>Landscape waiver for a lack of dumpster enclosure screening</b></li> <li>• Items to be addressed on the Final Site Plan Submittal</li> </ul>
Traffic	Approval recommended	7-29-21	<ul style="list-style-type: none"> <li>• <b>Parking Setback Waiver of 7.5 feet (20 feet required, 12.5 feet proposed) along the west property line and a parking setback waiver of 3 feet (10 feet required, 7 feet proposed) along the north property line</b></li> <li>• <b>Zoning Board of Appeals Variance for the lack</b></li> </ul>

			<ul style="list-style-type: none"> <li>• <b>of a 1,420 square foot loading area</b></li> <li>• Items to be addressed on the Final Site Plan Submittal</li> </ul>
Façade	Approval recommended	7-27-21	<ul style="list-style-type: none"> <li>• <b>A Section 9 Façade Waiver is required for an underage of Brick on all elevations, an overage of manufactured stone on the north elevation, an overage of EIFS on the east elevation and south elevation, and an overage of cement fiber panels on the west elevation and south elevation</b></li> <li>• Items to be addressed on the Final Site Plan Submittal</li> </ul>
Fire	Approval recommended	7-15-21	<ul style="list-style-type: none"> <li>• Items to be addressed on the Final Site Plan Submittal</li> </ul>

## **MOTION SHEET**

### **Approval – Preliminary Site Plan**

In the matter of TFJ Novi, JSP21-22, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. Permitted use of the site for a Fine Jewelry Store and Watch Store *because the proposed use is generally similar to a gift store use as permitted in the Freeway Service District, which is hereby granted;*
- b. Landscape waiver for a deficiency in greenbelt width along Haggerty Road *because the applicant is maintaining the original lot, which is hereby granted;*
- c. Landscape waiver for a lack of greenbelt berms along Haggerty Road and I-275 frontages in areas with parking *because heavy screening is proposed along both property lines, which is hereby granted;*
- d. Landscape waiver for a deficiency in greenbelt landscaping along Haggerty Road frontage *because significant landscaping is proposed and is an improvement over current conditions, which is hereby granted;*
- e. **1.** Landscape waiver for a lack of an end island tree and landscaping for one bay *because the location of the planting compromises security operations, which is hereby granted; (Applicant Requested)*

**OR**

- 2.** The applicant shall comply with the ordinance requirement and provide an end island tree and landscaping for one bay to meet the ordinance requirement; **(Staff Preferred)**
- f. **1.** Landscape waiver for a deficiency of parking lot perimeter trees *because the location of the plantings compromises security operations, which is hereby granted; (Applicant Requested)*

**OR**

- 2.** The applicant shall comply with the ordinance requirement and provide the required amount of parking lot perimeter trees to meet the ordinance requirement; **(Staff Preferred)**
- g. Landscape waiver for a lack of transformer box screening *because its position in the parking lot is an existing condition, which is hereby granted;*
  - h. Landscape waiver for a lack of dumpster enclosure screening *because its position in the parking lot is an existing condition, which is hereby granted;*
  - i. Parking Setback Waiver of 7.5 feet (20 feet required, 12.5 feet proposed) along the west property line and a parking setback waiver of 3 feet (10 feet required, 7 feet proposed) along the north property line based on a calculation provided by the applicant indicating that the proposed site parking setback area exceeds the parking setback area ordinance requirement, *which is hereby granted;*
  - j. Zoning Board of Appeals Variance for the lack of a 1,420 square foot loading area *because the use will likely not demand high use of a loading area;*
  - k. Section 9 Façade Waiver for an underage of Brick on all elevations, an overage of manufactured stone on the north elevation, an overage of EIFS on the east elevation and south elevation, and an overage of cement fiber panels on the west elevation and south elevation contingent upon increased masonry on the south elevation and east elevation as determined by the City's Façade Consultant *because the overall design is consistent with the intent and purpose of the Façade Ordinance, which is hereby granted;*

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

*(This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

**Approval – Stormwater Management Plan**

In the matter of TFJ Novi, JSP21-22, motion to **approve** the Stormwater Management Plan subject to:

- a. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those 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 Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

**- OR -**

**Denial – Preliminary Site Plan**

In the matter of TFJ Novi, JSP21-22, motion to **deny** the Preliminary Site Plan ... *(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

**Denial – Stormwater Management Plan**

In the matter of TFJ Novi, JSP21-22, motion to **deny** the Stormwater Management Plan ... *(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

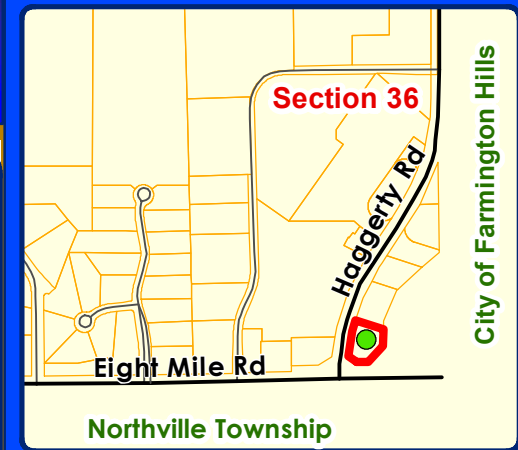


**MAPS**  
**Location**  
**Zoning**  
**Future Land Use**  
**Natural Features**

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# JSP21-22 TFJ NOVI

## LOCATION




**LEGEND**

 Subject Property

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

Map Author: Christian Carroll  
Date: 8/18/21  
Project: TFJ NOVI  
Version #: 1

0 15 30 60 90 Feet  
1 inch = 80 feet

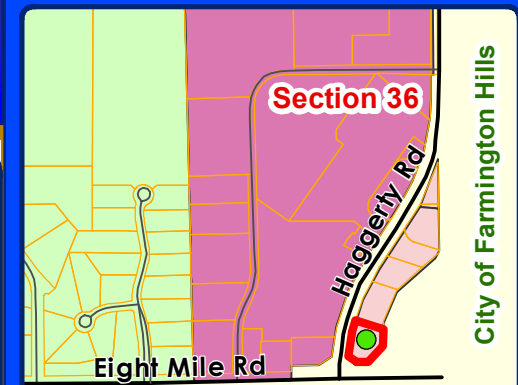


**MAP INTERPRETATION NOTICE**

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# JSP21-22 TFJ NOVI ZONING



City of Farmington Hills

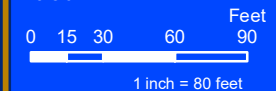
Northville Township

- LEGEND**
- R-A: Residential Acreage
  - FS: Freeway Service District
  - OSC: Office Service Commercial
  -  Subject Property



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

Map Author: Christian Carroll  
Date: 8/18/21  
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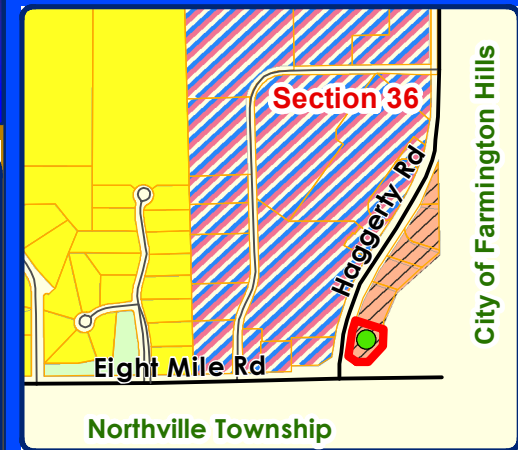
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# JSP21-22 TFJ NOVI

## FUTURE LAND USE



**LEGEND**

- Single Family
- Office Commercial
- Community Commercial
- Private Park
- Subject Property

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

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0 15 30 60 90 Feet  
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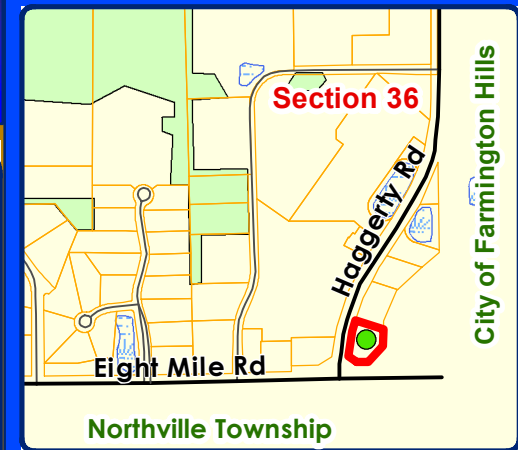
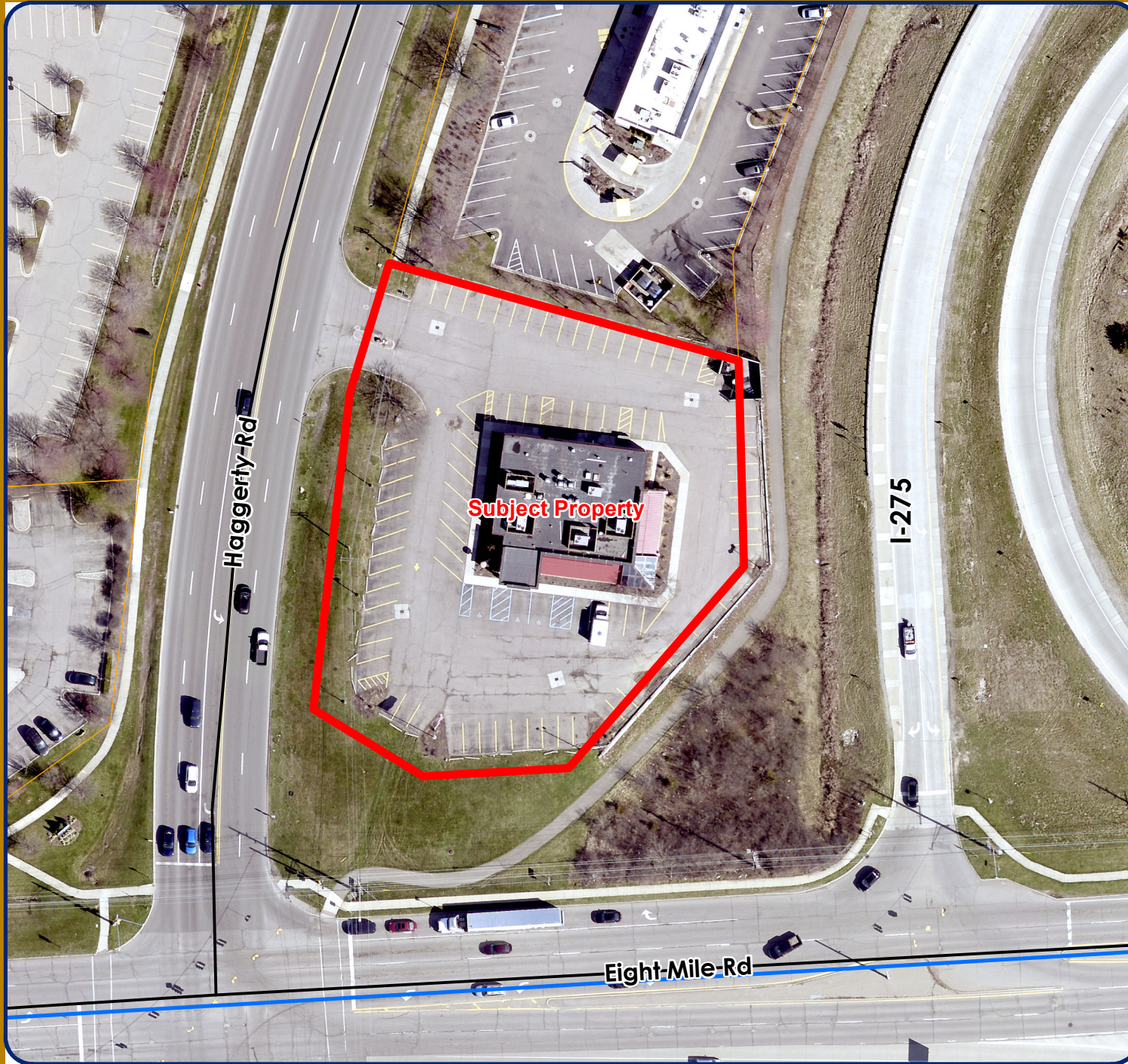
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# JSP21-22 TFJ NOVI

## NATURAL FEATURES



**LEGEND**


- WETLANDS
- WOODLANDS
- Subject Property



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

Map Author: Christian Carroll  
Date: 8/18/21  
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0 15 30 60 90 Feet  
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**SITE PLAN**

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





## FACADE MATERIALS AND ELEVATIONS

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# TAPPER'S

20800 HAGGERTY ROAD | NOVI, MI 48375



## LOCATION MAP



20800 HAGGERTY ROAD  
NOVI, MI 48375



## PROJECT DRAWING LIST

ARCHITECTURAL	
DRAWING #	DRAWING NAME
A-00	TITLE SHEET
A-10	FLOOR PLAN
A-11	CLERESTORY / ROOF PLAN
A-20	EXTERIOR ELEVATIONS
A-21	BUILDING SECTIONS
A-30	EXTERIOR MATERIAL BOARD

KEN NISCH, AIA

29110 INKSTER ROAD  
SUITE 200  
SOUTHFIELD MI 48034  
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248-355-0895 FAX  
WWW.JGA.COM

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Certification:  
I HEREBY CERTIFY THAT THESE PLANS WERE  
PREPARED BY ME AND/OR UNDER MY SUPERVISION  
AND TO THE BEST OF MY KNOWLEDGE THEY CONFORM  
TO CODES AND ORDINANCES OF THE MUNICIPALITY.



ARCHITECTURAL REG. NO. 23715  
DATE 10/1/2019

Consultants:



**TAPPER'S**  
20800 HAGGERTY ROAD  
NOVI, MI 48375  
8,491 SQUARE FEET

REVISION:

NO.	DESCRIPTION

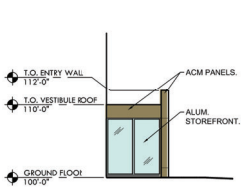
DRAWINGS ISSUED FOR:  
05.13.21 | ISSUED FOR PRELIMINARY  
SITE PLAN APPROVAL  
07.12.21 | SITE PLAN APPROVAL

ARCH PROJECT NO.: 1-221-009  
DRAWN BY: KW, SC, RC  
CHECKED BY: ED  
APPROVED BY: KN  
SCALE: AS NOTED

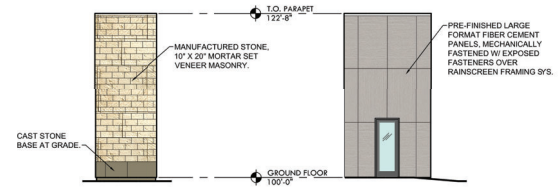
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TITLE  
SHEET

SHEET NO:  
**A-0.0**

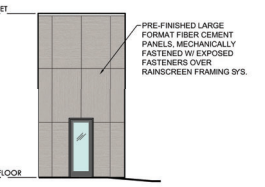




3 PARTIAL NORTH VESTIBULE ELEV. SCALE: 1/8" = 1'-0" NOTE: SOUTH ELEVATION IS OPP.



2 PARTIAL SOUTH ELEVATION SCALE: 1/8" = 1'-0"



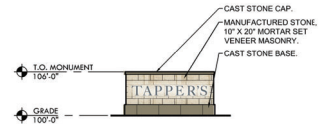
1 PARTIAL NORTH ELEVATION SCALE: 1/8" = 1'-0"

TAPPER'S ELEVATION MATERIAL LIST

MATERIAL	NORTH ELEVATION 1	SOUTH ELEVATION 2	NORTH VESTIBULE ELEVATION 3	SOUTH VESTIBULE ELEVATION 3	WEST ELEVATION 5	NORTH ELEVATION 6	SOUTH ELEVATION 7	EAST ELEVATION 8
CAST STONE BASE	-	19 SQFT - 10.0%	-	-	86 SQFT - 20%	145 SQFT - 9.0%	-	47 SQFT - 1.0%
FIBER CEMENT PANEL	341 SQFT - 90.0%	-	-	-	677 SQFT - 17.0%	74 SQFT - 4.0%	1,124 SQFT - 66.0%	581 SQFT - 15.0%
MANUFACTURER STONE	-	175 SQFT - 90.0%	-	-	787 SQFT - 20.0%	1,351 SQFT - 79.0%	-	505 SQFT - 13.0%
EIFS	-	-	-	-	-	-	447 SQFT - 36.0%	1,980 SQFT - 50.0%
CURTAIN WALL	-	-	-	-	1,873 SQFT - 48.0%	76 SQFT - 4.0%	76 SQFT - 4.0%	464 SQFT - 12.0%
ALUM. COMPOSITE	-	-	26 SQFT - 30.0%	25 SQFT - 30.0%	483 SQFT - 11.0%	74 SQFT - 4.0%	74 SQFT - 4.0%	319 SQFT - 8.0%
OTHER (DOORS, WINDOWS)	27 SQFT - 10.0%	-	61 SQFT - 70.0%	61 SQFT - 70.0%	52 SQFT - 10%	-	-	35 SQFT - 1.0%

SIGNAGE SUMMARY

SIGN	ALLOWABLE AREA	ACTUAL AREA
SIGN 1: TAPPER'S HAGGERTY RD.	65 SQFT	65 SQFT
SIGN 2: ROLEX HAGGERTY RD.	65 SQFT	65 SQFT
SIGN 3: TAPPER'S 275	65 SQFT	65 SQFT
SIGN 4: ROLEX 275	65 SQFT	65 SQFT
SIGN 5: TAPPER'S 1 MILE RD.	VARIANCE REQUESTED	65 SQFT
MONUMENT SIGN	40 SQFT BASED ON 80 SETBACK	40 SQFT

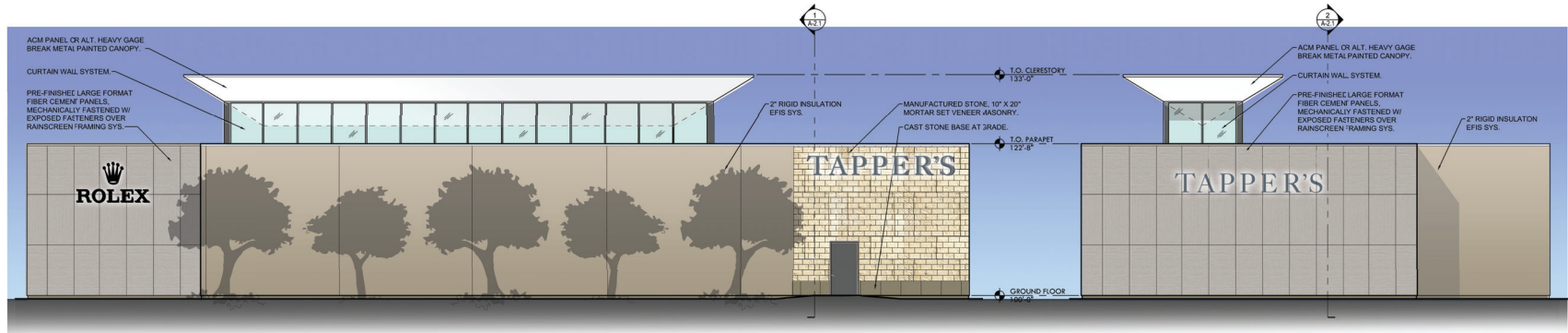


4 MONUMENT SIGN SCALE: 1/8" = 1'-0"



6 NORTH ELEVATION SCALE: 1/8" = 1'-0"

5 WEST ELEVATION SCALE: 1/8" = 1'-0"



8 EAST ELEVATION SCALE: 1/8" = 1'-0"

7 SOUTH ELEVATION SCALE: 1/8" = 1'-0"



29110 INKSTER ROAD SUITE 200 SOUTHFIELD, MI 48034 248-355-0899 248-355-5995 FAX WWW.JGA.COM

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ARCHITECTURAL REG. NO. 29201 DATE OCT 31 2021

Consultants:

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BRANDED ENVIRONMENTS™  
29110 INKSTER ROAD SUITE 200 SOUTHFIELD, MI 48034 248-355-0899 248-355-5995 FAX WWW.JGA.COM

**TAPPER'S**  
20800 HAGGERTY ROAD NOV. MI. 48375 8,491 SQUARE FEET

REVISION:

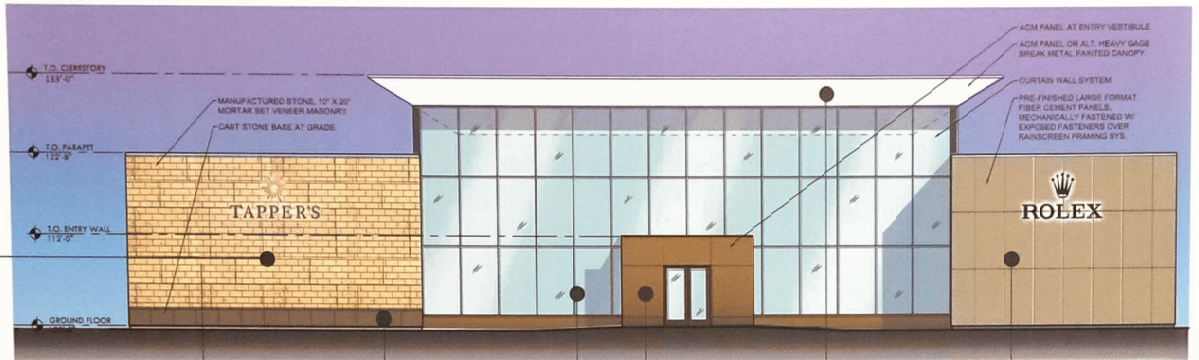

DRAWINGS ISSUED FOR:  
05.18.21 ISSUED FOR PRELIMINARY SITE PLAN APPROVAL  
07.12.21 SITE PLAN APPROVAL

ARCH PROJECT NO.: 1-221-009  
DRAWN BY: KW, SC, RC  
CHECKED BY: ED  
APPROVED BY: KN  
SCALE: AS NOTED

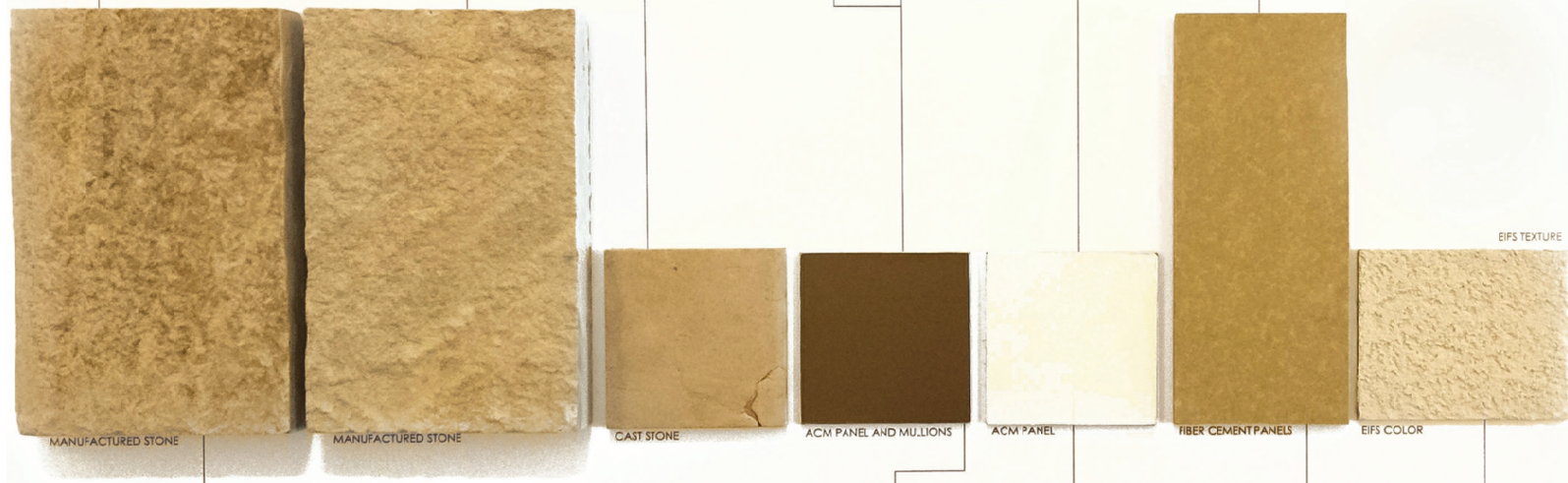
SHEET TITLE:  
EXTERIOR ELEVATIONS

SHEET NO:  
**A-2.0**





WEST ELEVATION



EAST ELEVATION

KEN NISCH, AIA

29110 INKSTER ROAD  
SUITE 200  
SOUTHFIELD MI 48034  
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TO CODES AND ORDINANCES OF THE MUNICIPALITY.



ARCHITECTURAL REG. NO. 23715  
DATE OCT 27 2017

Consultants:

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SUITE 200  
SOUTHFIELD MI 48034  
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**TAPPER'S**  
20800 HAGGERTY ROAD  
NOVI, MI 48375  
8,491 SQUARE FEET

REVISION:


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05.13.21 | ISSUED FOR PRELIMINARY  
SITE PLAN APPROVAL  
07.12.21 | SITE PLAN APPROVAL

ARCH PROJECT NO.: 1-221-009  
DRAWN BY: KW, SC, RC  
CHECKED BY: ED  
APPROVED BY: KN  
SCALE: AS NOTED

SHEET TITLE:  
EXTERIOR  
MATERIAL BOARD

SHEET NO:  
**A-3.0**

## PLANNING REVIEW

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# PLAN REVIEW CENTER REPORT

## Planning Review

TFJ Novi  
 JSP 21-22  
 July 30, 2021

### PETITIONER

Broder & Sachse Real Estate

### REVIEW TYPE

Preliminary Site Plan

### PROPERTY CHARACTERISTICS

Section	36	
Site Location	20800 Haggerty Rd; East of Haggerty Rd, North of Eight Mile Rd, 22-36-476-003	
Site School	Novi Community School District	
Site Zoning	FS Freeway Service District	
Adjoining Zoning	North	FS Freeway Service District
	East	FS Freeway Service District
	West	OSC Office Service Commercial
	South	B-3 General Business (Northville Township)
Current Site Use	Vacant (Former Big Boy)	
Adjoining Uses	North	McDonald's (Commercial)
	East	I-275 (Highway)
	West	High Point Shopping Center (Commercial)
	South	Hampton Inn (Hotel)
Site Size	1.16 acres	
Plan Date	July 12, 2021	

### PROJECT SUMMARY

The applicant is proposing to demolish a former Big Boy Restaurant at the corner of Eight Mile Road and Haggerty Road and redevelop the site in order to build an 8,488 square foot building to be used by Tapper's Fine Jewelry and Rolex. This existing site is a non-conforming site, and the proposed improvements will help bring this site into compliance with current standards. The proposed improvements to the site include a new parking lot, additional landscape screening, and a modern building design and illumination. The applicant has indicated that they would like this site to be a focal point of the area and is proposing to use high quality design and building materials. The site is located at 20800 Haggerty Road and is FS: Freeway Service District. The Future Land Use map indicates Community Commercial for the entirety of the property.

## RECOMMENDATION

**Approval of the Preliminary Site Plan is recommended by Planning Staff.** The plan mostly conforms to the requirements of the Zoning Ordinance, with any deviations noted below. All reviewers, except **Landscape** recommend approval of the Preliminary Site Plan.

## ORDINANCE REQUIREMENTS

This project was reviewed for compliance with the Zoning Ordinance, with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other areas of the ordinance, as noted. The plans show general compliance with ordinance requirements. Please address the items in **bold** with the next submittal.

1. Uses Permitted (Sec. 3.1.17.B): Jewelry Store use considered by staff to be similar to a gift store as allowed in the FS District. **However, the Planning Commission may determine if the use is compatible with the FS: Freeway Service District.**
  - a. Per Section 4.27.2 of the Zoning Ordinance, "in the FS district, retail establishments to serve the needs of the highway travelers, including such facilities as, but not limited to, gift shops and restaurants, not including drive-ins are permitted uses."
  - b. Per Section 4.42.1 of the Zoning Ordinance, "in the FS district, other similar uses, as determined by the Planning Commission, are permitted. In determining that the uses are similar, the Planning Commission shall find that the uses will primarily serve the needs of freeway traffic."
2. Parking Space Setbacks (Sec. 3.1.18.D): The proposed parking space setbacks along the west and north property lines do not currently meet the ordinance requirements. **Please revise the parking setback dimensions or seek a variance. The Planning Commission may also modify the parking setback requirements at the time of Preliminary Site Plan review by the Planning Commission. If you wish to seek this modification, please provide a parking setback area calculation and justification for the reduced setbacks. Planning staff would support the modification as the proposed parking for the site reduces the overall amount of impervious surface on the property and fits the overall design of the site.**
  - a. Per Section 3.6.2.Q of the Zoning Ordinance, "The Planning Commission may modify setback requirements in those instances where it determines that such modification may result in improved use of the site and/ or in improved landscaping; provided, however, that such modification of the setback requirements does not reduce the total area of setback on a site below the minimum setback area requirements of this Section."
3. Bicycle Parking Facilities (Sec. 5.16): While clear access is provided to the bicycle parking facility, a six foot wide pathway connecting the sidewalk system along Haggerty Road to this building is required. **Please provide a six foot wide clear path of access to the bicycle parking facility from the Haggerty Road sidewalk.**
4. Loading Area (Sec. 5.4.2): No loading area is indicated on the site plan. **Please provide a 1,420 square foot loading area in the interior side yard or seek a variance from this requirement.**
5. Dumpster (Sec. 4.19.2.F): The site plan has indicated that the existing dumpster enclosure shall remain on-site, and rollout trash bins will be stored inside the enclosure in lieu of a full-size dumpster. **Please provide a detail of the existing dumpster enclosure to verify compliance.**
6. Non-Motorized Facilities: A 5 foot wide sidewalk is proposed along Haggerty Road, but does not extend to the existing sidewalk along Eight Mile Road. **Please extend the proposed sidewalk to the existing sidewalk system near the intersection of Eight Mile Road and Haggerty Road.**

7. Signage: A note about signage and seeking a setback variance has been provided by the applicant. **Please submit any proposed signage [application\(s\)](#) to the Code Compliance Division once that stage is reached.**
8. Site Addressing: A new address may be required for the project. **Please contact Brian Riley at 248-347-0438 or [briley@cityofnovi.org](mailto:briley@cityofnovi.org) in the Code Compliance Division for more information.**
9. Site Lighting (Sec. 5.7): A photometric plan has been provided by the applicant. **However, there are still a number of outstanding items:**
  - a. Fixture Height: The proposed lighting is 30 feet tall, which exceeds the maximum height for the zoning district. **Please revise the height of the proposed lighting to less than 25 feet.**
  - b. Required Conditions: The standard notes that are required on photometric plans have not been provided. **Please provide standard notes indicating compliance with all items as listed in the Planning Chart.**
  - c. Security Lighting: One security light is proposed along the back side of the building. **Please show this security light on the provided photometric elevations.**
  - d. Minimum Illumination: The proposed lighting mostly complies with the requirements of the Zoning Ordinance. **However, loading area lighting is required if a loading area is provided. Please increase the minimum illumination by the door to Rolex to a minimum of 1 foot candle.**
10. Façade: The proposed façade will require a Section 9 Façade Waiver. The City's Façade Consultant recommends approval of the Section 9 Façade Waiver contingent upon increased masonry materials on the east and south façades. **The City's Façade Consultant recommends that the applicant consider reducing the percentage of EIFS and Cement Fiber Panels on the east and south façades while incorporating additional masonry materials on these façades, perhaps as a "stone base."**
11. Planning Chart: Please refer to the attached Planning Chart for additional comments to address in the next submittal.

## **OTHER REVIEWS**

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- a. Engineering Review: Engineering is recommending approval of the Preliminary Site Plan with comments to be addressed as part of the Final Site Plan submittal.
- b. Landscape Review: Landscape is recommending **denial** of the Preliminary Site Plan with comments to be addressed as part of a Revised Preliminary Site Plan Submittal.
- c. Traffic Review: Traffic is recommending approval of the Preliminary Site Plan with comments to be addressed as part of the Final Site Plan Submittal.
- d. Façade Review: Façade is recommending approval of the Preliminary Site Plan and a Section 9 Façade Waiver contingent upon incorporating additional masonry materials on the east and south façades.
- e. Fire Review: Fire is recommending approval of the Preliminary Site Plan with comments to be addressed as part of the Final Site Plan submittal.

## **NEXT STEP: REVISED PRELIMINARY SITE PLAN**

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With not all reviewers recommending approval of the Preliminary Site Plan, the applicant is asked to address the items identified in the **Landscape** review letter before this matter proceeds to the Planning Commission. Please submit **2 size 24" x 36" copies, folded, with signature and seals (may be electronic)**, of the site plan to the Community Development Department for Revised Preliminary Site Plan Review. The submitted plans should address the following:

1. [Site Plan Revision Application](#)

2. Plans addressing the comments in the Landscape review letter and chart **in PDF format.**
3. Response letter addressing all comments in the Landscape review letter. **Refer to sheet numbers where the change is reflected.**

### **PLANNING COMMISSION MEETING**

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This Site Plan will be tentatively scheduled to go before the Planning Commission as a Matter for Consideration once all reviewers recommend approval of the Preliminary Site Plan. Please provide the following via email once this stage is reached:

1. Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers/variances as you see fit.
3. A color rendering of the Site Plan (optional, to be used for Planning Commission presentation).
4. A sample board of building materials has been provided. The City's Façade Consultant will reach out if additional information is needed.

### **FINAL SITE PLAN SUBMITTAL**

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After receiving Planning Commission's approval of the Preliminary Site Plan, please follow the [Final Site Plan Checklist](#) and submit for approval:

1. **Six** copies of Final Site Plan sets (24" x 36", folded) addressing ALL comments from Preliminary Site Plan Review.
2. Response letter addressing ALL comments from ALL review letters and **refer to sheet numbers where the change is reflected.**
3. [Final Site Plan Application](#)
4. [No Revision Façade Affidavit](#) (only if no façade changes have been made)
5. An itemized engineering cost estimate including sanitary sewer, watermain, storm sewer, paving and grading costs, size 8.5" x 11" (The cost estimate should not include soil erosion or demolition costs.)
6. An itemized landscaping cost estimate including greenbelt and greenbelt ornamental trees, perennials, pond plantings, shrubs, edging, mulch, seed mix and seeded lawn, size 8.5" x 11" (The cost estimate should not include woodland trees, replacement trees or mitigation.)
7. A [Hazardous Chemical Survey](#)
8. A [ROW Permit Application](#)
9. A [Soil Erosion Permit Application](#)
10. An [Other Agencies Checklist](#)

### **ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER**

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After receiving Final Site Plan approval, plans addressing the comments in all the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets. A letter from either the applicant or the applicant's representative addressing comments in this and other review letters and associated charts is to be submitted with the electronic stamping set. This letter should address all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.** *If required, drafts for all legal documents with a legal transmittal are to be submitted along with stamping sets.*

### **STAMPING SET APPROVAL**

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Stamping sets will be required for this project. After having received all the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with signature and seal (may be electronic)** to the Community Development Department for final Stamping Set approval.



## PRE-CONSTRUCTION MEETING

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At this time, **a Pre-Construction meeting is required for this project.** 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, so it is suggested you contact Sarah Marchioni (248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)) once the Final Site Plan has been approved to begin the Pre-Con checklist. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah.

## CHAPTER 26.5

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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. If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or [ccarroll@cityofnovi.org](mailto:ccarroll@cityofnovi.org).



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Christian Carroll, Planner



## PLANNING REVIEW CHART: FS Freeway Service

**Review Date:** July 30, 2021  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP21-22 TFJ NOVI  
**Location:** 20800 Haggerty Rd; 22-36-476-003  
**Plan Date:** July 12, 2021  
**Prepared by:** Christian Carroll, Planner  
**E-mail:** [ccarroll@cityofnovi.org](mailto:ccarroll@cityofnovi.org) **Phone:** 248.735.5607

**Bold:** To be addressed with the next submittal  
*Italics:* Notes to be noted for future submittals

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b>	Community Commercial	Retail Establishment	Yes	
<b>Area Study</b>	The site does not fall under any special category	NA	NA	
<b>Zoning</b> <i>(Effective January 8, 2015)</i>	FS: Freeway Service District	No Change	Yes	
<b>Uses Permitted</b> (Sec 3.1.17.B & C)	Sec 3.1.17.B Principal Uses Permitted Sec 3.1.17.C Special Land Uses	Jewelry Store use considered by staff to be similar to a gift store as allowed in the FS District.	Yes	<b>Planning Commission approval will be required.</b>
<b>Height, bulk, density and area limitations</b> <i>(Sec 3.1.17)</i>				
<b>Frontage on a Public Street</b> <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Main Frontage on Haggerty Road (3 Frontages)	Yes	
<b>Access to Major Thoroughfare</b> <i>(Sec. 5.13)</i>	Vehicular access shall be provided only to an existing or planned major thoroughfare or freeway service drive	No Change to access	NA	
<b>Minimum Zoning Lot Size</b> for each Unit in Ac <i>(Sec 3.6.2.D)</i>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		NA	
<b>Minimum Zoning Lot Size</b> for each Unit: Width in Feet			NA	
<b>Open Space Area</b>	----	No Change	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	(Sec 3.6.2.D)	No Change	NA	
<b>Building Height</b> (Sec. 3.1.17.D)	25 ft	22 ft 8 in	Yes	
<b>Building Setbacks</b> (Sec 3.1.18.D)				
Front (West)	30 ft	51.7 ft	Yes	
Exterior Side (East)	30 ft	40 ft	Yes	
Exterior Side (South)	30 ft	34.3 ft	Yes	
Interior Side (North)	10 ft	73.8 ft	Yes	
<b>Parking Setback</b> (Sec 3.1.18.D) & Refer to applicable notes in Sec 3.6.2				
Front (West)	20 ft	<b>12.5 ft</b>	<b>No</b>	<b>Revise dimensions or seek a variance.</b>
Exterior Side (East)	20 ft	NA	NA	
Exterior Side (South)	20 ft	NA	NA	
Interior Side (North)	10 ft	<b>7 ft</b>	<b>No</b>	
<b>Note To District Standards</b> (Sec 3.6.2)				
<b>Exterior Side Yard Abutting a Street</b> (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Eight Mile Rd, I-275 ROW	Yes	<i>See setback requirements.</i>
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)	Off-street parking is allowed in front yard, except that said parking shall observe the minimum off-street parking setback requirements in the Development Standards of Section 3.1 and Section 5.5.3	Parking in the front yard complies with this requirement	Yes	
<b>Setback from Residential District</b> (Sec 3.6.2.L)	Wherever property directly abuts or is adjacent to residentially zoned property, the minimum yard setback shall be twenty (20) feet.	The property does not abut residential	NA	
<b>Wetland/Watercourse Setback</b> (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	No wetland on the site	NA	
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per Section 5.5.3.	Landscaping provided	Yes	<i>See Landscape Review.</i>

Item	Required Code	Proposed	Meets Code	Comments
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on conditions listed in Sec. 3.6.2.Q		Yes	<b>The Planning Commission may modify the parking setback requirements. Provide a parking setback area calculation if you wish to seek this modification.</b>
<b>Parking, Loading and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b> (Sec. 5.2.12.C)	<b>Retail Establishments</b> 1 space per 200 sf GLA  8488 sf/200 = <b>42 spaces required</b>	42 spaces provided	Yes	
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping	Spaces are 9' x 17' with 4" curb	Yes	
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	- Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Complies – 30 feet	Yes	
<b>End Islands</b> (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 10 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance	End islands comply with standards	Yes	See Traffic Review.
<b>Barrier Free Spaces</b> Barrier Free Code	1 van accessible space, 1 regular accessible space are required	1 van, 1 regular provided. Bumper blocks permitted for ADA spaces.	Yes	
<b>Barrier Free Space Dimensions</b> Barrier Free Code	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces	Complies	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	Signage shown	Yes	
<b>Minimum number of Bicycle Parking</b> <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile spaces, minimum two (2) spaces. <b>2 spaces required.</b>	Bicycle parking is shown on the landscape plan (detail provided) – 2 provided	Yes	
<b>Bicycle Parking Facilities</b> <i>(Sec. 5.16)</i>	<ul style="list-style-type: none"> <li>- No farther than 120 ft. from the entrance being served</li> <li>- When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations</li> <li>- Spaces to be paved and the bike rack shall be inverted "U" design min. of 36" tall</li> <li>- Shall be accessible via 6 ft. paved sidewalk</li> </ul>	<ul style="list-style-type: none"> <li>-Complies</li> <li>-Complies</li> <li>-38.5" tall</li> <li>-Does not comply</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> <li>Yes</li> <li>No</li> </ul>	<b>6 foot pathway access to sidewalk system along Haggerty Road is required.</b>
<b>Bicycle Parking Lot layout</b> <i>(Sec 5.16.5.A)</i>	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Complies	Yes	
<b>Loading Area</b> <i>(Sec. 5.4.2)</i>	<ul style="list-style-type: none"> <li>- Loading area shall be located in rear yard or interior side yard of double frontage lot</li> <li>- 10 square feet required per each front foot of building</li> </ul> <b>142 ft = 1,420 sf required</b>	No loading area provided	No	<b>Provide a 1,420 square foot loading area in the interior side yard or seek a variance.</b>
<b>Accessory Structures</b>				
<b>Dumpster</b> <i>(Sec 4.19.2.F)</i>	<ul style="list-style-type: none"> <li>- Located in rear yard</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft, from property line.</li> <li>- Away from Barrier free Spaces</li> </ul>	Existing dumpster enclosure to remain with a rollout trash bin	Yes	<i>The enclosure complies per Section 5.4.2 of the Zoning Ordinance.</i>

Item	Required Code	Proposed	Meets Code	Comments
<b>Dumpster Enclosure</b> (Sec. 21-145. (c))	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Existing to remain, no dumpster proposed	Yes?	Provide detail of the existing dumpster enclosure.
<b>Roof top equipment and wall mounted utility equipment</b> (Sec. 4.19.2.E.ii)	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Rooftop equipment shown and screened	Yes	
<b>Roof top appurtenances screening</b>	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	Rooftop equipment screened; Parapet is 2 inches taller than proposed RTU equipment	Yes	
<b>Retail Business Requirements (Sec 4.27)</b>				
<b>Permitted Uses</b> (Sec. 4.27.2)	In the FS district, retail establishments to serve the needs of the highway travelers, including such facilities as, but not limited to, gift shops and restaurants, not including drive-ins are permitted uses.	Jewelry Store	Yes	
<b>Freeway Service District Required Conditions (Sec 3.13)</b>				
<b>Barriers</b> (Sec 3.13.1)	All development shall be physically separated from the feeder road by a curb and planting strip. Such barrier shall effectively eliminate unchanneled vehicle ingress and egress except for authorized accessways.	Access from Haggerty Road (no feeder road)	Yes	
<b>Accessways</b> (Sec 3.13.2)	-Each separate use, grouping of buildings, or grouping of uses as a part of a single planned development shall not have more than 2 accessways	- One access point from Haggerty Road	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	from a feeder road. -Each accessway shall not be located closer than 300 feet to the point of intersection of an entrance or exit ramp baseline and the feeder road centerline. -The marginal access road shall be subject to the front property line & be at least 30 feet wide.	- Not closer than 300 feet  - No marginal access road		
<b>Sidewalks and Pathways</b>				
<b>ARTICLE XI. OFF-ROAD NON-MOTORIZED FACILITIES</b> <i>(Sec. 11-256. Requirement. (c) &amp; Sub. Ord. Sec. 4.05)</i>	- New streets, sidewalks required on both sides. - Arterials and collectors: 6 feet or 8 feet wide as designated by the "Bicycle and Pedestrian Plan," - industrial service streets: no sidewalk - local streets and private roadways: five (5) feet	Existing 5' sidewalk on Eight Mile Road, 5' sidewalk proposed on Haggerty Road	No	<b>The proposed sidewalk along Haggerty Road shall extend to the existing sidewalk system near the intersection of Eight Mile Road and Haggerty Road.</b>
<b>Pedestrian Connectivity</b>	- Whether the traffic circulation features within the site and parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets - Building exits must be connected to sidewalk system or parking lot.	Building exits are connected to the sidewalk system	Yes	
<b>Other Requirements</b>				
<b>Exterior lighting</b> <i>(Sec. 5.7)</i>	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	A lighting plan is provided	Yes	
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	<i>Provide additional dimensions as requested in this and other review letters</i>
<b>Economic Impact Information</b>	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	- Site Construction Cost: \$2.2 million - Building Construction Cost: \$4.5 million - 201 Construction jobs, 21 permanent jobs	Yes	
<b>Development and Street Names</b>	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	TFJ Novi	Yes	
<b>Development/ Business Sign</b>	Signage if proposed requires a permit.	Signage shown, to be addressed by Code Compliance.	TBD	<b>Contact Code Compliance at 248-735-5602 if any changes to are proposed</b>
<b>Property Split or Combination</b>	Property split or combinations should be reviewed and approved prior to final stamping set approval		NA	
<b>Site Addressing</b>	Application for a new address can be submitted after Preliminary Site Plan approval	May be required	TBD	<b>Contact Brian Riley at 248-347-0438 or <a href="mailto:briley@cityofnovi.org">briley@cityofnovi.org</a> for more information.</b>
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				
<b>Intent (Sec. 5.7.1)</b>	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	A lighting and photometric plan is provided	Yes	
<b>Lighting Plan (Sec. 5.7.A.i)</b>	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Provided	Yes	



Item	Required Code	Proposed	Meets Code	Comments
<b>Building Lighting</b> (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Provided	Yes	
<b>Lighting Plan</b> (Sec.5.7.A.2.ii)	Specifications for all proposed & existing lighting fixtures	Provided	Yes	<b>Please revise the height of the proposed lighting to less than 25 feet. Please also include the lighting hours of operation and photometric information regarding spillover information from neighboring properties.</b>
	Photometric data	Provided	Yes	
	Fixture height	30 ft	<b>No</b>	
	Mounting & design	Provided	Yes	
	Glare control devices (Also see Sec. 5.7.3.D)	Provided	Yes	
	Type & color rendition of lamps	Provided	Yes	
	Hours of operation	Not provided	<b>No</b>	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Not provided	<b>No</b>	
<b>Fixture Height</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses)	30 ft	<b>No</b>	<b>Please revise the height of the proposed lighting to less than 25 feet.</b>
<b>Required Conditions</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>	Not provided	<b>No</b>	<b>Provide notes on the lighting sheet indicating compliance.</b>
<b>Security Lighting</b> (Sec. 5.7.3.H)	<ul style="list-style-type: none"> <li>- All fixtures shall be located, shielded and aimed at the areas to be secured.</li> <li>- Fixtures mounted on the building and designed to illuminate the facade are preferred</li> <li>- Lighting for security purposes shall be directed only onto the area to be secured.</li> </ul>	Provided, one located on back door.	<b>Yes?</b>	<b>Show security light on photometric elevation.</b>
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit	1.76: 1	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	shall not exceed 4:1			
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps	Not provided	NA	
<b>Min. Illumination</b> (Sec. 5.7.3.k)	Parking areas: 0.2 min	0.5 fc	Yes	<b>Loading area lighting is required if a loading area will be provided. Please increase the minimum illumination near the direct entrance to Rolex to a minimum of 1 foot candle.</b>
	Loading & unloading areas: 0.4 min	--	No	
	Walkways: 0.2 min	0.2 fc	Yes	
	Building entrances, frequent use: 1.0 min	0.2 fc	No	
	Building entrances, infrequent use: 0.2 min	3.5 fc	Yes	
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Provided	Yes	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts: - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle	Does not abut residential	NA	
<b>NOTES:</b>				
1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. 2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details 3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.				

## ENGINEERING REVIEW

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# PLAN REVIEW CENTER REPORT

July 26, 2021

## Engineering Review

Tapper's Fine Jewelry  
JSP21-0022

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### Applicant

Eight-Haggerty Venture LLC

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: Northeast corner of Haggerty Road and Eight Mile Road (southeasternmost parcel of the City)
- Site Size: +/- 1.2 acres
- Plan Date: 07/12/2021
- Design Engineer: Giffels Webster

### Project Summary

- Demolition of an existing restaurant building and construction of an approximately 8,488 square-foot commercial building and associated parking. Site access would continue to be provided via an existing, divided two-way driveway on Haggerty Road.
- Water service would be provided by an existing 2-inch domestic lead, plus a proposed 8-inch extension with hydrant from the existing 8-inch water main along the east side of Haggerty Road.
- Sanitary sewer service would be provided by an existing lead of unknown size connected to an existing manhole at the northwest corner of the site, served by an 8-inch main along the east side of Haggerty Road.
- Storm water would be collected by a single storm sewer collection system. A pretreatment structure and an oil/gas separator are both proposed. Detention is to be provided by an existing off-site basin.

### Recommendation

**Approval of the Preliminary Site Plan is recommended, with items to be addressed at Final Site Plan submittal.**

**Comments:**

The Preliminary Site Plan meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance, and the Engineering Design Manual with the following exceptions, which can be addressed at Final Site Plan submittal:

**General**

1. At least one referenced benchmark must be a City-established benchmark, which can be found on the City's website at this location: <https://novi.maps.arcgis.com/apps/webappviewer/index.html?id=5ce841f86197461c9f146e1330330bcf>
2. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for water main (5 sheets), sanitary sewer (3 sheets), storm sewer (2 sheets), and paving (2 sheets). The most updated details can be found on the City's website at this location: <https://cityofnovi.org/services/public-works/engineering-division/engineering-standards-and-construction-details>
3. The Non-Domestic User Survey form for sanitary sewer flow has been submitted to the City and has been forwarded to Oakland County.
4. **For Haggerty Road, a right-of-way permit will be required from the City of Novi and Oakland County. For Eight Mile Road, a right-of-way permit will be required from the City of Novi and Wayne County.** A single City permit will address both frontages.
5. Provide a traffic control plan for Haggerty Road for the proposed water main connection and associated driveway work.
6. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water and storm) being proposed.
7. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
8. Where the minimum 18-inch clearance at utility crossings cannot be achieved, provide a prominent note stating the substandard clearance and that proper bedding/encasement will be determined by the inspecting engineer.
9. Verify whether the Buckeye Pipeline easement traverses the site.
10. Provide a note stating if dewatering is anticipated or encountered during construction, then a dewatering plan must be submitted to the Engineering Division for review.
11. Install a backflow prevention Reduced Pressure Zone Assembly (RPZ) with an ASSE 1013 listing approval at each tap to the public water supply. A minimum clearance of 12-inches measured from the bottom of pressure relief valve to the finished landscaped grade shall be required. Provide a detail showing the RPZ installation setup and height above grade. If backflow preventer is to be

enclosed, provide a detail of the enclosure with required drainage outlets. Show all locations on a site plan. A plumbing permit is required for the installation of the backflow preventer. Installation of the backflow preventer shall be in such a manner as to not require blowing out the system through the backflow preventer. Drain ports and blow out ports shall be included. Any deviations from these requirements must be approved through the Novi Water & Sewer Division Cross Connection Control Specialist (248-735-5661).

**Water Main**

12. **The existing gate well in the Haggerty Road right-of-way contains a tapping sleeve for the water main serving McDonald's. Any proposed tapping sleeve will need to be located outside this gate well, either:**
  - a. **on the pipe heading northeast towards McDonald's within the right-of-way – provided it is 8-inch and not 6-inch, or**
  - b. **on the pipe heading west across Haggerty.**

**Please be aware the first option would likely involve difficult conflicts with the other existing utilities, and the second option will involve major disruption to pavement and traffic. Please contact the Engineering Division with further questions.**
13. **A domestic lead stop box is missing from the plans and located near the northwest corner of the site.**
  - a. **Provide an elevation and location for this stop box on the plans.**
  - b. **Verify location of existing domestic lead as it is shown on the plans, and update if necessary.**
  - c. **Adjust or relocate the stop box since its elevation will be high compared to the proposed walk.**
14. Show a 20-foot-wide water main easement, centered on the proposed water main and including the hydrant.
15. Per current EGLE requirement, provide a profile for all proposed water main 8-inch and larger.
16. 6-inch hydrant leads are allowed for leads less than or equal to 25 feet in length. 8-inch leads are required for leads greater than 25 feet in length. Label the location of the reducer on the plan.
17. Fire suppression is not proposed, as noted on the plans.
18. **Only once no further design changes are anticipated**, three (3) sealed sets of revised utility plans along with the Michigan Department of Environment, Great Lakes & Energy (EGLE) permit application for water main construction, the Streamlined Water Main Permit Checklist, and electronic utility plan should be submitted to the Engineering Division for review. Utility plan sets shall include only the cover sheet, any applicable utility sheets, and the standard detail sheets.

**Sanitary Sewer**

19. The existing sanitary manhole near the northwest corner of the property will be considered the monitoring manhole for the building. However, label the existing easement on the plans as it is shown on the ALTA survey sheet.
20. **Existing structure labeled #70280 on the ALTA survey is mislabeled as a storm structure.**
  - a. **Relabel structure #70280 as a sanitary grease trap. Update existing sanitary lead linework to reflect this, the location of exterior building cleanouts, and the sanitary lead tapping the sanitary main downstream/north of the right-of-way manhole #40078 (i.e. no invert for the lead is visible in the manhole).**
  - b. **With the change in use, indicate removal of the grease trap.**
  - c. **Indicate inverts, slope, and material of the existing sanitary lead, and show pipe replacement in the area of the grease trap. 6-inch leads shall be a minimum SDR 23.5.**
  - d. **Contact the City of Novi Engineering Division or Water and Sewer Division with further questions.**
21. Provide a sanitary sewer basis of design for the development on the utility plan sheet.

**Storm Sewer**

22. Label both existing and proposed pipe lengths, materials, and slopes.
23. A minimum cover depth of 3 feet shall be maintained over all storm sewer. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
24. Provide a 0.1-foot drop in the downstream invert of all proposed storm structures where a change in direction of 30 degrees or greater occurs.
25. In proposed storm structures, match the 0.80 diameter depth above invert for pipe size increases.
26. Proposed storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
27. Provide profiles for all existing and proposed storm sewer 12-inch and larger (not including the existing MDOT sewer).
28. Label all inlet storm structures on the profiles. Inlets are only permitted in paved areas and when followed by a catch basin within 50 feet.
29. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
30. Illustrate all pipes intersecting storm structures on the storm profiles.

**Storm Water Management Plan**

31. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
32. **Discharge is to the Haggerty Road right-of-way system, with detention provided by the existing, off-site "Orchard Hill Place" detention basin on the east side of Haggerty, several parcels to the north. The subject parcel and its neighboring three parcels on the east side of Haggerty are all tributary to the basin. Similar to this site, pretreatment (but no extra detention) was required for the Taco Bell and McDonald's parcels when major site improvements were proposed. Thus, no detention will be required on-site.**
33. **Provide calculations verifying the proposed redevelopment runoff rate directed to the existing off-site detention basin does not exceed the current/existing runoff rate.**
  - a. **Provide supporting calculations for the runoff coefficient determination.**
  - b. **A runoff coefficient of 0.35 shall be used for all turf grass lawns (mowed lawns) and 0.95 shall be used for all impervious surfaces.**
34. As part of the Storm Drainage Facility Maintenance Easement Agreement, provide an access easement for maintenance over the oil/gas separator and pretreatment structure from the Haggerty Road right-of-way.
35. As noted on sheet 7, provide manufacturer's details and sizing calculations for the pretreatment structure on the plans. Provide drainage area and runoff coefficient calculations specific to the area tributary to the treatment structure. The treated flow rate should be based on the 1-year storm event intensity (~1.6 ln/Hr). Higher flows shall be bypassed.

**Paving & Grading**

36. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
37. **The Haggerty Road sidewalk will be required to extend along the property's entire frontage and connect to the existing Eight Mile Road sidewalk, as previously shown. As mentioned above, this will require Wayne County permitting.**
38. As mentioned above, show limits of driveway removal and replacement due to the proposed water main connection and storm sewer work.
39. The Haggerty Road sidewalk shall continue through the drive approach:
  - a. Provide additional spot grades as necessary to verify the maximum 2-percent cross-slope is being maintained along the walk.
  - b. If like materials are used for each, the sidewalk shall be striped through the approach.
  - c. For any portion of the drive approach replaced, the sidewalk shall be increased to 6 inches thick along the crossing or match the proposed cross-section if the approach is concrete.



40. Provide spot elevations where the proposed sidewalk crosses the existing driveway at its north side and its median. Spot elevations shall also be provided to demonstrate a level landing adjacent to each side of the pathway crossing.
41. Provide spot elevations at the intersection of the proposed sidewalk with the existing sidewalks.
42. Provide at least 3-foot of buffer distance between the sidewalk and any fixed objects, including hydrants and irrigation backflow devices. Include a note on the plan where the 3-foot separation cannot be provided.
43. Detectable warning plates are required where the on-site sidewalk is flush with the barrier free loading zone. Provide the latest version of the MDOT standard detail for detectable surfaces.
44. Label specific ramp locations on the plans where the detectable warning surface is to be installed.
45. Specify the product proposed and provide a detail for the detectable warning surface for barrier free ramps. The product shall be the concrete-embedded detectable warning plates, or equal, and shall be approved by the Engineering Division. Stamped concrete will not be acceptable.
46. Provide proposed contours on the Grading Plan.
47. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.
48. Per the City standard paving detail sheets, be aware:
  - a. The on-site road cross-section is 1.5 inches of MDOT 5E1 on 2.5 inches of MDOT 3C on 8 inch of 21AA [limestone only if within 100 feet of a watercourse] aggregate base.
  - b. The standard curb is straight-faced (MDOT F-4).

**Flood Plain**

49. The 100-year flood plain does not appear to traverse the property.

**Soil Erosion and Sediment Control**

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

**The following must be submitted with the Final Site Plan:**

51. 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. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**
52. An itemized construction cost estimate must be submitted to the Community Development Department 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 estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving (square yardage), right-of-way paving (including proposed right-of-way), grading, and the storm water management improvements (pre-treatment).

**The following must be submitted with the Stamping Set:**

*(Please note that all documents must be submitted together as a package with the Stamping Set submittal with a legal review transmittal form that can be found on the City's website. Partial submittals will not be accepted.)*

53. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement (SDFMEA), as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the agreement is approved by the City's Legal Counsel, this agreement will then be sent to City Council for approval/acceptance. The SDFMEA will then be recorded at the office of the Oakland County Register of Deeds. This document is available on our website.
54. A draft copy of the 20-foot wide easement for the water main to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.
55. **Approval from the Michigan Department of Transportation (MDOT) for the grading and landscaping work proposed in the existing 40-foot-wide storm sewer easement shall be forwarded to the Engineering Division.**

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

56. 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). **Be advised that scheduling the pre-construction meeting can take 2-4 weeks.**
57. 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 (no application required). No fee is required for this permit.

58. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any onsite utilities. Contact Ted Meadows at 248-844-5400 for more information.
59. Construction inspection fees in an amount to be determined must be paid to the Community Development Department.
60. Legal escrow fees in an amount to be determined must be deposited with the Community Development Department. **All unused escrow will be returned to the payee at the end of the project.** This amount includes engineering legal fees only. There may be additional legal fees for planning legal documents.
61. A storm water performance guarantee in an amount to be determined (equal to 120% of the cost required to complete the storm water management facilities) as specified in the Storm Water Management Ordinance must be posted at the Community Development Department.
62. **Storm water detention tap fees in an amount to be determined for the proposed discharge to the off-site regional detention basin must be paid to the Community Development Department.**
63. Water and Sanitary Sewer Fees must be paid prior to the pre-construction meeting. Contact the Water & Sewer Division at 248-347-0498 to determine the amount of these fees.
64. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
65. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.
66. A permit for all proposed work activities within the road right-of-way must be obtained from the City of Novi. This application is available from the City Engineering Division or on the City website and can be filed once the Final Site Plan has been submitted. Please contact the Engineering Division at 248-347-0454 for further information. Please submit the cover sheet, standard details and plan sheets applicable to the permit only.
67. A permit for work within the road right-of-way of Haggerty Road must be obtained from the Road Commission for Oakland County (RCOC). 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 road right-of-way will be constructed in accordance with the RCOC standards. **Be advised that review by the RCOC may take four weeks or longer.**

68. A permit for work within the road right-of-way of Eight Mile Road must be obtained from the Wayne County Department of Public Services (DPS). Please contact the DPS 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 road right-of-way will be constructed in accordance with Wayne County standards. **Be advised that review by Wayne County may take four weeks or longer.**
69. A permit for water main construction must be obtained from EGLE. This permit application must be submitted through the Engineering Division after the water main plans have been approved. Please submit the cover sheet, overall utility sheet, standard details, and plan/profile sheets applicable to the permit.

**The following must be addressed prior to issuance of a Temporary Certificate of Occupancy (TCO) approval for the development:**

70. The amount of the incomplete site work performance guarantee for any outstanding site improvement items (limited to top course of pavement and other minor items), is calculated at 1.2 times the amount required to complete the site improvements (as specified in the Performance Guarantee Ordinance).
71. All easements and agreements referenced above must be executed, notarized, and approved by the City Attorney and Engineering Division.
72. A Bill of Sale for the utilities conveying the improvements to the City of Novi must be submitted to the Community Development Department. This document is available on our website.
73. The City's consultant Engineer Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.
74. Submit to the Community Development Department, Waivers of Lien from any parties involved with the installation of each utility as well as a Sworn Statement listing those parties and stating that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
75. Submit a Maintenance Bond to the Community Development Department in an amount to be determined (equal to 25 percent of the cost of the construction of the utilities to be accepted). This bond must be for a period of two years from the date that the Utility Acceptance Permit is issued by the City of Novi Engineering Division. This document is available on our website.
76. Submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties

signing the Easement and Bill of Sale documents have the legal authority to do so. Please be sure that all parties of interest shown on the title policy (including mortgage holders) either sign the easement documents themselves or provide a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.

**Prior to preparing stamping sets**, the Applicant is advised to provide any revised sheets directly to the Engineering Division for an informal review and approval.

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

Please contact Victor Boron at (248) 735-5695 with any questions.



Victor Boron  
Project Engineer

cc: Christian Carroll, Community Development  
Ben Croy, PE; Engineering  
Humna Anjum, Engineering  
Kate Richardson, Engineering

## LANDSCAPE REVIEW

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# PLAN REVIEW CENTER REPORT

July 20, 2021  
**Tappers Jewelry Store**  
**Preliminary Site Plan - Landscaping**

**Review Type**

Preliminary Site Plan Landscape Review

**Job #**

JSP21-0022

**Property Characteristics**

- Site Location: 20800 Haggerty Road
- Site Acreage: 1.16 ac.
- Site Zoning: FS
- Adjacent Zoning: North: FS, East: I-275, South: Eight Mile Rd, Northville, West: OSC
- Plan Date: 7/12/2021

**Ordinance Considerations**

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

**Recommendation**

This project is **not recommended for approval for Preliminary Site Plan.** Please address the comments below on the revised Preliminary Site Plan, particularly the comment regarding the MDOT utility easement.

**General Note: Please determine what restrictions the MDOT utility easement poses to landscaping so a better picture can be presented of what the landscaping will be on that side of the site. This information must be provided before the preliminary site plan can be approved. Please list any/all restrictions on Sheet L-100.**

**LANDSCAPE WAIVERS REQUIRED FOR THE PROPOSED CONFIGURATION:**

- Deficiency in greenbelt width along Haggerty Road – *Not supported by staff*
- Lack of greenbelt berms along Haggerty Road and I-275 frontages in areas with parking – *Supported by staff as an evergreen hedge is proposed as screening along Haggerty Road parking lot, and large evergreen trees and the retaining wall screen the parking from I-275.*
- Deficiency in greenbelt landscaping along Haggerty Road frontage – *Supported by staff as significant landscaping is proposed and is a large improvement over current conditions.*
- Lack of end island tree and landscaping for one bay – *Not supported by staff*
- Deficiency in parking lot perimeter trees – *Not supported by staff as currently proposed – more should be provided.*
- Lack of transformer box screening – *Supported by staff as its position in the parking lot is an existing condition.*

**Please work to eliminate the above waiver situations, or work to reduce the extent of them.**

## Ordinance Considerations

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

1. **All existing trees are shown, and are indicated to be removed.**
2. **None of those trees are regulated**
3. **Please show tree fencing protecting the off-site trees to remain.**

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

The project is not adjacent to residentially-zoned property.

### Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees (Zoning Sec. 5.5.3.B.ii, iii)

1. Haggerty Road – insufficient greenbelt width, no berm and deficiency in canopy trees
2. Eight Mile Road – sufficient greenbelt width and landscaping except street trees
3. I-275 – sufficient greenbelt width, no berm
4. **A landscape waiver is required for the Haggerty Road greenbelt width and landscaping deficiencies, and the 8 Mile Road and I-275 street trees**
5. If the Road Commission for Oakland County, Wayne County Road Commission or MDOT do not allow any or all of the street trees required in the frontage under their jurisdiction, then they do not need to be planted but a copy of their ordinance or decision must be provided.

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

1. **Please revise the calculations per the current ordinance.**
2. The required interior trees appear to be provided.
3. There is potentially insufficient interior space provided – **please be sure to label each qualified area (inside the lot or at a corner and has a tree planted in it) so the total area provided can be determined.**
4. An insufficient number of parking lot perimeter canopy trees is provided. **Please see the chart for a more detailed discussion of this.**
5. **A landscape waiver is required for any parking lot landscaping deficiency.**

### Building foundation Landscaping (Zoning Sec 5.5.3.D)

The required area is provided.

### Plant List (LDM 4)

1. Only 34% of the plants used are species native to Michigan. **Please switch out non-native species for native species to achieve at least 50% natives, preferably more.**
2. The tree diversity is satisfactory.

### Planting Notations and Details (LDM)

Provided

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

No detention basin exists or is proposed so no landscaping for it is required.

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

**Please follow the landscape system requirements outlined on the Landscape Chart.**

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





## Carroll, Christian

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**From:** Meader, Rick  
**Sent:** Monday, August 2, 2021 3:19 PM  
**To:** Carroll, Christian  
**Cc:** McBeth, Barb; Bell, Lindsay; Daniels, Madeleine; Peacock, Ben  
**Subject:** Tappers PSP

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Based on the communication from MDOT regarding the storm sewer easement, and the desire to have the plantings in locations where they wouldn't have to be removed during excavation of the storm sewer, here is what I would like Tappers to do. (Note, if any plantings were removed during utility work, they would have to be replaced by Tappers, so these are aimed at saving Tappers future expense).

1. Add the storm structure dive data to the plans so the depth of the storm sewer can be determined.
2. The trees 10 feet or less away from the storm line must be relocated to at least 10 feet away from the storm line, preferably further.
3. If the storm line is deeper, please relocate the proposed trees to a distance that Tappers' engineer deems safe from an excavation standpoint.

For purposes of the Planning Commission meeting, a promise to do this and not decrease the tree counts along I-275 and 8 Mile Road in a letter would be sufficient – revised plans wouldn't need to be provided until Final Site Plans.

If the applicant is unwilling to make this promise, then they would need to quantify what they could provide as additional landscape waivers may be required.

Let me know if you have any questions.

Rick

## LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY SITE PLAN

**Review Date:** July 20, 2021  
**Project Name:** JSP21 – 0022: Tappers Jewelers  
**Plan Date:** May 17, 2021  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

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

Please use the most current versions of the ordinance. This is particularly pertinent to parking lot, green belt landscaping and street trees. The most current versions can be found here:

- Ordinance: <https://www.cityofnovi.org/Reference/Code-of-Ordinances-and-City-Charter/Ordinance-18-293.aspx>
- Landscape Design Manual: <https://www.cityofnovi.org/Reference/Code-of-Ordinances-and-City-Charter/LandscapeDesigManual.aspx>

### LANDSCAPE WAIVERS REQUIRED FOR THE PROPOSED CONFIGURATION:

- Deficiency in greenbelt width along Haggerty Road – *Not supported by staff*
- Lack of greenbelt berms along Haggerty Road and I-275 frontages in areas with parking – *Supported by staff as an evergreen hedge is proposed as screening along Haggerty Road parking lot, and large evergreen trees and the retaining wall screen the parking from I-275.*
- Deficiency in greenbelt landscaping along Haggerty Road frontage – *Supported by staff as significant landscaping is proposed and is a large improvement over current conditions.*
- Lack of end island tree and landscaping for one bay – *Not supported by staff*
- Deficiency in parking lot perimeter trees – *Not supported by staff as currently proposed*
- Lack of transformer box screening- *Supported by staff as its position in the parking lot is an existing condition.*

**General Note: Please determine what restrictions the MDOT utility easement poses to landscaping so a better picture can be presented of what the landscaping will be on that side of the site. This information must be provided before the preliminary site plan can be approved**

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1"=20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Scale: 1"=20'	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Project Information (LDM 2.d.)</b>	<b>Name and Address</b>	<b>A location map is provided.</b>	<b>Yes</b>	
<b>Owner/Developer Contact Information (LDM 2.a.)</b>	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information (LDM 2.b.)</b>	Name, Address and telephone number of RLA/PLA/LLA who created the plan	Yes	Yes	
<b>Sealed by LA. (LDM 2.g.)</b>	Requires original signature	Yes	Yes	<u>Live signatures will be required on printed Stamping Sets</u>
<b>Miss Dig Note (800) 482-7171 (LDM.3.a.(8))</b>	Show on all plan sheets	Yes	Yes	
<b>Zoning (LDM 2.f.)</b>	Include all adjacent zoning	<u>Parcel:</u> FS <u>North:</u> FS, <u>South:</u> 8 Mile Road, Northville commercial, <u>East:</u> I-275 freeway <u>West:</u> Haggerty Rd, OSC	Yes	<b>Please show zoning of parcel and adjacent parcels on the landscape plan.</b>
<b>Survey information (LDM 2.c.)</b>	<ul style="list-style-type: none"> <li>▪ Legal description or boundary line survey</li> <li>▪ Existing topography</li> </ul>	Yes	Yes	
<b>Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))</b>	<ul style="list-style-type: none"> <li>▪ Show location type and size. Label to be saved or removed.</li> <li>▪ Plan shall state if none exists.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Yes – Sheet L-000</li> <li>▪ Applicant indicates that no trees on the site will be saved</li> </ul>	Yes	
<b>Soil types (LDM.2.r.)</b>	<ul style="list-style-type: none"> <li>▪ As determined by Soils survey of Oakland county</li> <li>▪ Show types, boundaries</li> </ul>	<ul style="list-style-type: none"> <li>▪ Soil type boundary and codes are shown.</li> <li>▪ Legend is provided.</li> </ul>	Yes	
<b>Existing and proposed improvements (LDM 2.e.(4))</b>	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
<b>Existing and proposed utilities (LDM 2.e.(4))</b>	<ul style="list-style-type: none"> <li>▪ Overhead and underground utilities, including hydrants</li> <li>▪ Show proposed light posts.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All underground lines and structures are provided on the landscape plan</li> <li>▪ Overhead lines along 8 Mile Road and Haggerty are</li> </ul>	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ Yes</li> <li>▪ Yes</li> <li>▪ No</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>Please adjust light posts and/or trees as necessary to provide proper spacing for both.</b></li> <li>2. <b>Please list all landscaping restrictions posed by</b></li> </ol>

Item	Required	Proposed	Meets Code	Comments
		shown. <ul style="list-style-type: none"> <li>Light posts are shown on the landscape plan.</li> <li>A note indicates that the applicant does not know what restrictions on landscaping are posed by the MDOT easement</li> </ul>		<b>the MDOT utility easement.</b>
<b>Proposed grading. 2' contour minimum (LDM 2.e.(1))</b>	Provide proposed contours at 2' interval	<ul style="list-style-type: none"> <li>Spot elevations are provided on the grading plan.</li> <li>No berms are indicated</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>	1. None of the required berms are proposed. 2. <b>Please provide required berms where possible.</b>
<b>Snow deposit (LDM.2.g.)</b>	Show snow deposit areas on plan	Two snow deposit areas are proposed	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements (LDM 1.c)</b>	<ul style="list-style-type: none"> <li>Clear sight distance within parking islands</li> <li>No evergreen trees</li> </ul>	No conflicting vegetation is indicated in parking lot	Yes	
<b>Name, type and number of ground cover (LDM 1.c.(5))</b>	As proposed on planting islands	Liriope and Grow-Low fragrant sumac are proposed	Yes	
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands (a, b. i)</b>	<ul style="list-style-type: none"> <li>A minimum of 200 SF to qualify</li> <li>A minimum of 200sf unpaved area per tree planted in an island</li> <li>6" curbs</li> <li>Islands minimum width 10' BOC to BOC</li> </ul>	It appears that islands are large enough, but not all of the islands' areas are clearly labeled so compliance can't be determined.	TBD	1. <b>Please label SF of all of the individual islands' and corners unpaved area (should not include sidewalks).</b> 2. <b>To count, all islands must have trees planted in them.</b> 3. <b>Please provide the required island area as necessary.</b>
<b>Curbs and Parking stall reduction (c)</b>	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Yes	Yes	
<b>Contiguous space limit (i)</b>	Maximum of 15 contiguous spaces	<ul style="list-style-type: none"> <li>15 is maximum bay length</li> <li>The bay in front of the building does not have a tree in</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>	1. <b>Please add a tree in the end island in front of the building.</b> 2. <b>A landscape wavier would be required for</b>

Item	Required	Proposed	Meets Code	Comments
		its southern endcap		<b>the proposed configuration.</b>
<b>Plantings around Fire Hydrant (d)</b>	<ul style="list-style-type: none"> <li>No plantings with matured height greater than 12' within 10 ft. of fire hydrants</li> <li>Plant trees at least 5 ft from underground utility lines</li> <li>Plantings near hydrants or FDCs should be no taller than 12"</li> </ul>	Correct spacing is provided between hydrant and tree, but not between tree and curbs	Yes/No	<ol style="list-style-type: none"> <li>Please shift the hydrant to the south so the tree can be located at least 3 feet behind the curb.</li> <li>To assist contractors, please add a note to the plans stating that all trees are to be at least 10 feet from hydrants or utility structures.</li> </ol>
<b>Landscaped area (g)</b>	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
<b>Clear Zones (LDM 2.3.(5))</b>	<ul style="list-style-type: none"> <li>25 ft corner clearance required.</li> <li>Refer to Zoning Section 5.5.9</li> <li>Road Commission for Oakland County zone for RCOC jurisdiction roads</li> </ul>	The RCOC clear vision zone is provided	Yes	
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
<b>A = Total square footage of vehicular use areas up to 50,000sf x 7.5%</b>	<ul style="list-style-type: none"> <li><math>A = x \text{ sf} * 7.5\% = A \text{ sf}</math></li> <li><math>15222 * 7.5\% = 1142 \text{ sf}</math></li> </ul>			<b>Please revise the calculations to use the current calculation method to determine the required interior landscape area.</b>
<b>B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %</b>	<ul style="list-style-type: none"> <li><math>B = x \text{ sf} * 1\% = B \text{ sf}</math></li> <li><math>(xxx - 50000) * 1\% = 0 \text{ sf}</math></li> </ul>			
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
<b>A. = Total square footage of vehicular use area up to 50,000 sf x 5%</b>	$A = x \text{ sf} * 6\% = A \text{ sf}$	NA		
<b>B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%</b>	$B = 0.5\% \times 0 \text{ sf} = B \text{ SF}$	NA		

Item	Required	Proposed	Meets Code	Comments
<b>All Categories</b>				
<p><math>C = A+B</math>                      Total square footage of landscaped islands</p>	<ul style="list-style-type: none"> <li>• <math>C = A + B</math></li> <li>• <math>C = 1142 + 0 = 1142</math> SF</li> </ul>	1388 sf	TBD	<ol style="list-style-type: none"> <li>1. Please label each island with its area in SF.</li> <li>2. Currently the 1388sf can't be verified.</li> <li>3. A landscape waiver would be required if 1142sf is not provided.</li> </ol>
<p><math>D = C/200</math>                      Number of canopy trees required</p>	<ul style="list-style-type: none"> <li>▪ <math>D = C/200</math> trees</li> <li>▪ <math>1142/200 = 6</math> Trees</li> </ul>	6 trees	Yes	<ol style="list-style-type: none"> <li>1. Please revise the calculation for the required number of trees per the current ordinance</li> <li>2. The correct number of trees is provided per the current ordinance.</li> </ol>
<b>Perimeter Green space</b>	<ul style="list-style-type: none"> <li>▪ 1 Canopy tree per 35 lf</li> <li>▪ <math>430 /35 = 12</math> trees</li> </ul>	4 trees (6 perimeter greenbelt subcanopy trees near Haggerty Road can double-count as 4 perimeter trees.)	No	<ol style="list-style-type: none"> <li>1. Please provide as many perimeter trees as possible.</li> <li>2. There is room for 4 trees along the north perimeter. The offsite trees cannot count toward the requirement, even though they are within 15 feet of the parking lot.</li> <li>3. There is also room for more trees on the site to reduce the landscape waiver that is required. Those areas are along the Haggerty Road parking lot frontage and south of the southern tree deposit area, within 15 feet of the curb</li> </ol>
<b>Accessway perimeter</b>	<ul style="list-style-type: none"> <li>▪ 1 canopy tree per 35 lf on each side of road, less widths of access drives.</li> <li>▪ <math>(xx \text{ lf})/35 = xx</math> trees</li> </ul>	0 trees	Yes	There is no significant accessway on the site.
<b>Parking land banked</b>	<ul style="list-style-type: none"> <li>▪ NA</li> </ul>	No		
<b>Berms, Walls and ROW Planting Requirements</b>				

Item	Required	Proposed	Meets Code	Comments
<b>Berms</b>				
<ul style="list-style-type: none"> <li>▪ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>▪ Berm should be located on lot line except in conflict with utilities.</li> <li>▪ Berms should be constructed with 6" of topsoil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.A)	This berm is not required as the site does not abut residentially zoned property so this berm is not required.	None	Yes	
<b>Planting requirements</b> (LDM 1.a.)	LDM Novi Street Tree List	NA		
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.3.A.(5))	An undulating berm a minimum of 3 feet high with a 2 foot wide crest is required between the right-of-way and parking lot.	<ul style="list-style-type: none"> <li>• No berm is proposed for any of the frontages</li> <li>• A hedge is proposed along the Haggerty Road frontage</li> <li>• No hedge is proposed along the I-275 or 8 Mile Road frontages</li> </ul>	No	<ol style="list-style-type: none"> <li>1. Please provide the required berms.</li> <li>2. A landscape waiver is proposed when the required berm is not.</li> </ol>
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>▪ Label contour lines</li> <li>▪ Maximum 33%</li> <li>▪ Min. 3 feet flat horizontal area</li> <li>▪ Minimum 3 feet high</li> <li>▪ Constructed of loam with 6' top layer of topsoil.</li> </ul>	No		Please provide berm cross section if a berm is provided
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	Ornamental trees are proposed under the overhead lines	Yes	
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	<ul style="list-style-type: none"> <li>▪ An existing retaining wall is along the I-275 frontage</li> <li>▪ There appears to be some sort of wall along the Haggerty Road</li> </ul>	TBD	Please provide information or details of the Haggerty Road frontage landscaping wall

Item	Required	Proposed	Meets Code	Comments
		sidewalk but it does not appear anywhere else on the plans.		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		No details provided		<u>If any wall is taller than 3.5 feet, please provide details with Final Site Plans.</u>
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width</b> (2)(3) (5)	Adj to Pkg: 20 ft. Not adj to Pkg: 25 ft	Minimum width: <ul style="list-style-type: none"> <li>• Haggerty Rd: 12 ft</li> <li>• 8 Mile Rd: 34 ft</li> <li>• I-275: 40 ft</li> </ul>	<ul style="list-style-type: none"> <li>• No</li> <li>• Yes</li> <li>• Yes</li> </ul>	<ol style="list-style-type: none"> <li>1. Please dimension the minimum greenbelt width for all three frontages</li> <li>2. A landscape waiver is required for the Haggerty Road greenbelt width.</li> </ol>
Min. berm crest width	None	<ul style="list-style-type: none"> <li>• Haggerty Rd: 0 ft</li> <li>• 8 Mile Rd: 0 ft</li> <li>• I-275: 0 ft</li> </ul>	<ul style="list-style-type: none"> <li>• No</li> <li>• Yes</li> <li>• No (pkg)</li> </ul>	<b>A landscape waiver is required for lack of required berm</b>
Minimum berm height (9)	None	<ul style="list-style-type: none"> <li>• Haggerty Rd: 0 ft</li> <li>• 8 Mile Rd: 0 ft</li> <li>• I-275: 0 ft</li> </ul>	<ul style="list-style-type: none"> <li>• No</li> <li>• Yes</li> <li>• No (pkg)</li> </ul>	<b>A landscape waiver is required for lack of required berm</b>
3' wall	(4)(7)	Existing retaining wall along I-275 Possible wall along part of Haggerty Road frontage	TBD	<b>Please provide height and standard detail for Haggerty Road frontage</b>
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 35 lf</li> <li>▪ <math>y/35 = x</math> trees</li> <li>▪ No Pkg: 1 per 45 ft</li> <li>▪ <math>xx/45 = xx</math> trees</li> </ul> <p><b>Haggerty Rd:</b> 140/35 + 70/45 = 6 trees  <b>8 Mile Rd:</b> 80/45 = 2 trees  <b>I-275:</b> 195/35+65/45 = 7 trees</p>	<ul style="list-style-type: none"> <li>▪ Haggerty: 1 tree</li> <li>▪ 8 Mile: 5 trees</li> <li>▪ I-275: 10 trees</li> </ul>	<ul style="list-style-type: none"> <li>▪ No</li> <li>▪ Yes</li> <li>▪ Yes</li> </ul>	<ol style="list-style-type: none"> <li>1. Please break out calculations for all three frontages per the current ordinance</li> <li>2. Please provide all required trees for all frontages</li> <li>3. A landscape waiver would be required for any deficiencies</li> </ol>
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 20 lf</li> <li>▪ <math>xx/20 = x</math> trees</li> <li>▪ No Pkg: 1 per 30 ft</li> <li>▪ <math>xx/30 = x</math> trees</li> </ul> <p><b>Haggerty Rd:</b> 140/20 + 70/30 = 9 trees  <b>8 Mile Rd:</b> 80/30 = 3 trees  <b>I-275:</b> 195/30+65/20 = 10 trees</p>	<ul style="list-style-type: none"> <li>▪ Haggerty: 12 trees</li> <li>▪ 8 Mile: 9 trees</li> <li>▪ I-275: 5 trees</li> </ul>	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ Yes</li> <li>▪ Yes</li> </ul>	<b>See above</b>



Item	Required	Proposed	Meets Code	Comments
<p><b>Canopy deciduous trees in area between sidewalk and curb</b>  <i>(Novi Street Tree List)</i></p>	<ul style="list-style-type: none"> <li>▪ Parking &amp; No Parking: 1 tree per 45 lf</li> <li>▪ <math>xx/45 = x</math> trees</li> </ul> <p><b>Haggerty Rd:</b> <math>185/45 = 4</math> trees  <b>8 Mile Rd:</b> <math>80/45 = 2</math> trees  <b>I-275:</b> <math>260/45 = 6</math> trees</p>	<ul style="list-style-type: none"> <li>▪ Haggerty: 4 trees</li> <li>▪ 8 Mile: 0 trees</li> <li>▪ I-275: 0 trees (A note indicates that trees are not allowed in MDOT ROW.)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Yes</li> <li>▪ No</li> <li>▪ Yes</li> </ul>	<ol style="list-style-type: none"> <li>1. See above</li> <li>2. Please cite section of ordinance confirming that street trees are not allowed in the MDOT ROW.</li> <li>3. Wayne County will need to be consulted regarding street trees on 8 Mile Road</li> <li>4. Road Commission for Oakland county will need to be consulted regarding street trees on Haggerty Road</li> <li>5. If any of those bodies do not allow some or all of the required trees, no waiver is required for that deficiency and they wouldn't need to be planted elsewhere. A copy of their decision must be provided as support.</li> </ol>
<p><b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>                  Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM</p>				
<p><b>Screening of outdoor storage, loading/unloading</b>  <i>(Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)</i></p>		No loading area is indicated	TBD	All loading areas must be screened from public roads.
<p><b>Transformers/Utility boxes</b>  <i>(LDM 1.e from 1 through 5)</i></p>	<ul style="list-style-type: none"> <li>▪ A minimum of 2ft. separation between box and the plants</li> <li>▪ Ground cover below 4" is allowed up to pad.</li> <li>▪ No plant materials within 8 ft. from the doors</li> </ul>	The existing transformer is located within the pavement	TBD	<ol style="list-style-type: none"> <li>1. A landscape waiver is required for the deficiency in transformer screening.</li> <li>2. As it is an existing condition, the waiver would be supported by staff.</li> </ol>
<p><b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b></p>				
<p><b>Interior site landscaping SF</b></p>	<ul style="list-style-type: none"> <li>▪ Equals to entire perimeter of the building less doorway widths x 8 with a minimum width of 4 ft.</li> <li>▪ <math>A: x lf \times 8ft = x SF</math></li> <li>▪ <math>446 \times 8 = 3568 SF</math></li> </ul>	4153 sf	Yes	

Item	Required	Proposed	Meets Code	Comments
Zoning Sec 5.5.3.D.ii. All items from (b) to (e)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	Over 60% of all three building frontages are landscaped.	Yes	
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> <li>▪ Clusters of large native shrubs shall cover 70-75% of the basin rim area at 10 lf from permanent water level</li> <li>▪ 10" to 14" tall grass along sides of basin</li> <li>▪ Refer to wetland for basin mix</li> <li>▪ Deciduous canopy tree 1/35 of east, south and west sides of pond at 10 feet from permanent water level</li> </ul>	No above-ground detention is proposed.	TBD	
<b>Phragmites and Japanese Knotweed Control</b> (Sec 5.5.6.C)	<ul style="list-style-type: none"> <li>▪ Any and all populations of Phragmites australis and/or Japanese Knotweed on site shall be included on tree survey.</li> <li>▪ Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site.</li> </ul>	A note states that neither Phragmites nor Japanese Knotweed was found on the site.	Yes	
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.i. & Zoning Sec 5.5.5.B)	Provide intended date	Between Mar 15 and Nov 15.	Yes	
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>▪ Include statement of intent to install and guarantee all materials for 2 years.</li> <li>▪ Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	Yes	Yes	
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Irrigation plan</b> (LDM 2.s.)	<ul style="list-style-type: none"> <li>A fully automatic irrigation system or a method of providing sufficient water for plant establishment and survival is required on Final Site Plans.</li> <li>If irrigation won't be used, note how trees will get sufficient water for establishment and long-term survival</li> </ul>	A note indicates that an automatic irrigation system will be provided.	Yes	<ol style="list-style-type: none"> <li>Please add irrigation plan or information as to how plants will be watered sufficiently for establishment and long- term survival.</li> <li>Please follow the irrigation notes below in designing the irrigation system.</li> </ol>
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		<b>Please add to Plant Note #8 that failing plants should be replaced within 3 months of its failing.</b>
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	Yes	Yes	
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 4) – Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	On plant list	Yes	
Root type		On plant list	Yes	
Botanical and common names		<ul style="list-style-type: none"> <li>11 of 32 species used (34%) are native to Michigan</li> <li>Tree diversity is acceptable</li> </ul>	<ul style="list-style-type: none"> <li>No</li> <li>Yes</li> </ul>	<b>Please substitute more species native to Michigan in order to raise the percentage to at least 50% (more would be appreciated).</b>
Type and amount of lawn		Sod and meadow	Yes	<u>Please clearly show all areas of sod and turn on lawn seed hatch</u>
Cost estimate (LDM 2.t)		For all new plantings, mulch and sod as listed on the plan	Provided	Yes
<b>Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	Please add a note stating that root ball dirt must be pulled away to expose root flare.
Evergreen Tree		Yes	Yes	See above.
Shrub		Yes	Yes	
Multi-stem tree		No	No	Please add detail – detail should include same not regarding root ball dirt.

Item	Required	Proposed	Meets Code	Comments
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions</b> (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	<b>Please add note near property lines stating this.</b>
<b>Plant Materials &amp; Existing Plant Material</b> (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	A note indicates that all trees on site will be removed.	Yes	<b>Tree fencing should protect offsite trees at their driplines.</b>
<b>Landscape tree credit</b> (LDM3.b.(d))	<ul style="list-style-type: none"> <li>▪ Substitutions to landscape standards for preserved canopy trees outside woodlands or wetlands should be approved by LA.</li> <li>▪ Refer to Landscape tree Credit Chart in LDM</li> </ul>	No		
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 11)	<ul style="list-style-type: none"> <li>▪ Size determined by use detailed in LDM Table 11.b.(2)a.i</li> <li>▪ Indicate on plant list</li> </ul>	On plant list	Yes	
<b>Plant size credit</b> (LDM3.c.(2))	NA	No		
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List	None indicated	Yes	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities	Overhead lines are shown along 8 Mile Road and Haggerty Road, and subcanopy trees are proposed underneath them.	Yes	
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch.</li> </ul>	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
	Include in cost estimate. ■ Refer to section for additional information			

**NOTES:**

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

**Irrigation system requirements**

- Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
- The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
- The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.
- The RPZ must be installed a minimum of 12-inches above FINISHED grade.
- Attached is a handout that addresses winterization installation requirements to assist with this.
- A plumbing permit is required.
- The assembly must be tested after installation with results recorded on the City of Novi test report form.

**TRAFFIC REVIEW**

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

**Project name:**  
JSP21-22 – Tapper’s Jewelry Preliminary Site  
Plan Traffic Review

**From:**  
AECOM

**Date:**  
July 29, 2021

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

**CC:**  
Lindsay Bell, Madeleine Daniels, Kate Richardson,  
Victor Boron, Christian Carroll, Humna Anjum

# Memo

**Subject:** JSP21-22 – Tapper’s Jewelry Preliminary Site Plan Traffic Review

The preliminary site plan was reviewed to the level of detail provided and AECOM recommends **approval** of the preliminary site plan as long as that the comments provided below are adequately addressed to the satisfaction of the City.

## GENERAL COMMENTS

1. The applicant, Broder & Sachse Real Estate, is proposing a 8,488 SF jewelry store.
2. The development is located on the northeast corner of 8 Mile Road and Haggerty Road. 8 Mile Road is under the jurisdiction of Wayne County and Haggerty Road is under the jurisdiction of Oakland County
3. The site is currently zoned FS (Freeway Services).
4. The following traffic-related deviations will be needed for this development, if plans are not changed:
  - a. Front and side parking setback.
  - b. Lack of dedicated of loading zone.

## TRAFFIC IMPACTS

1. AECOM was unable to perform an initial trip generation based on the ITE Trip Generation Manual, 10th Edition, as no land use matches the development. However, the small size of the store is not expected to exceed any of the City’s thresholds requiring a TIS.
2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City’s threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	Justification
None	-

## TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information is provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii   O <a href="#">Figure IX.3</a>	N/A	-	No changes proposed
2	Driveway Width   O <a href="#">Figure IX.3</a>	N/A	-	No changes proposed
3	Driveway Taper   O <a href="#">Figure IX.11</a>			
3a	Taper length	N/A	-	No changes proposed
3b	Tangent	N/A	-	No changes proposed
4	Emergency Access   O <a href="#">11-194.a.19</a>	N/A	-	No changes proposed
5	Driveway sight distance   O <a href="#">Figure VIII-E</a>	N/A	-	No changes proposed
6	Driveway spacing			
6a	Same-side   O <a href="#">11.216.d.1.d</a>	N/A	-	No changes proposed
6b	Opposite side   O <a href="#">11.216.d.1.e</a>	N/A	-	No changes proposed
7	External coordination (Road agency)	N/A	-	No changes proposed
8	External Sidewalk   <a href="#">Master Plan &amp; EDM</a>	N/A	-	No changes proposed
9	Sidewalk Ramps   <a href="#">EDM 7.4 &amp; R-28-J</a>	N/A	-	No changes proposed
10	Any Other Comments:	Applicant is proposing using the existing divided driveway. Width at connection should be provided.		

INTERNAL SITE OPERATIONS				
No	Item	Proposed	Compliance	Remarks
11	Loading zone   <a href="#">ZO 5.4</a>	None Indicated	<b>Inconclusive</b>	FS district requires 10 SF of loading zone for every foot of building frontage. Variance for lack of loading zone is required. Exemption in Zoning Ordinance is only for financial institutions.
12	Trash receptacle   <a href="#">ZO 5.4.4</a>	N/A	-	No changes proposed.
13	Emergency Vehicle Access	Turning movements provided	Met	
14	Maneuvering Lane   <a href="#">ZO 5.3.2</a>	24'	Met	



INTERNAL SITE OPERATIONS				
No	Item	Proposed	Compliance	Remarks
15	End islands   <a href="#">ZO 5.3.12</a>			
15a	Adjacent to a travel way	Not indicated	<b>Inconclusive</b>	Dimension on future plans, should be 3' shorter than space.
15b	Internal to parking bays	N/A	-	None present.
16	Parking spaces   <a href="#">ZO 5.2.12</a>	7', 12.5', >20'	<b>Not met</b>	Variance for front and side setback required.
17	Adjacent parking spaces   <a href="#">ZO 5.5.3.C.ii.i</a>	<15	Met	
18	Parking space length   <a href="#">ZO 5.3.2</a>	17'	Met	Parking space length acceptable if curb height is 4". Bumper blocks should be placed such that length from end of space to face of block is 17'.
19	Parking space Width   <a href="#">ZO 5.3.2</a>	9'	Met	
20	Parking space front curb height   <a href="#">ZO 5.3.2</a>	Some flush, some not indicated	<b>Inconclusive</b>	Bumper blocks indicated at flush curb spaces. Detail of bumper block should be included showing 4" height and proposed width. Bumper block should be shown on ADA space detail. 17' is required from end of space to face of block.
21	Accessible parking – number   <a href="#">ADA</a>	2 spaces	Met	
22	Accessible parking – size   <a href="#">ADA</a>	8' with 8' aisle	Met	
23	Number of Van-accessible space   <a href="#">ADA</a>	2	Met	
24	Bicycle parking			
24a	Requirement   <a href="#">ZO 5.16.1</a>	3 provided	Met	
24b	Location   <a href="#">ZO 5.16.1</a>	Indicated on landscape plan	Met	
24c	Clear path from Street   <a href="#">ZO 5.16.1</a>	Indicated	Met	Dimension on future plans. 6' clear path required to the adjacent facilities, including a ramp to street level.
24d	Height of rack   <a href="#">ZO 5.16.5.B</a>	38.2"	Met	36" required, minimum height exceeded.
24e	Other (Covered / Layout)   <a href="#">ZO 5.16.1</a>	Layout for 3 spaces	Met	
25	Sidewalk – min 5' wide   <a href="#">Master Plan</a>	Some 5', some 7', some not dimensioned	<b>Inconclusive</b>	Dimension all walks on future plans.
26	Sidewalk ramps   <a href="#">EDM 7.4</a> & <a href="#">R-28-J</a>	1 flush curb, 1 ramp	Met	Include details on future plans.
27	Sidewalk – distance back of curb   <a href="#">EDM 7.4</a>	Abutting parking spaces	Met	Sidewalk abutting parking spaces.
28	Cul-De-Sac   O <a href="#">Figure VIII-F</a>	N/A	-	
29	EyeBrow   O <a href="#">Figure VIII-G</a>	N/A	-	

INTERNAL SITE OPERATIONS				
No	Item	Proposed	Compliance	Remarks
30	Minor/Major Drives   <a href="#">ZO 5.10</a>	N/A	-	-
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes   <a href="#">MMUTCD</a>	Included	<b>Not Met</b>	Stop sign size should be 30"x30".
33	Signing table: quantities and sizes	Included	Met	Table included.
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post   <a href="#">MMUTCD</a>	Included	Met	
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post   <a href="#">MMUTCD</a>	Included	Met	
36	Sign bottom height of 7' from final grade   <a href="#">MMUTCD</a>	Included	Met	
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign   <a href="#">MMUTCD</a>	Not included	<b>Not Met</b>	
38	FHWA Standard Alphabet series used for all sign language   <a href="#">MMUTCD</a>	Included	Met	
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity   <a href="#">MMUTCD</a>	Included	Met	
40	Parking space striping notes	Conflicting notes	<b>Not Met</b>	Standard spaces are to be striped with white paint, not yellow as listed on details sheet. Note for abutting blue and white paint should also be included.
41	The international symbol for accessibility pavement markings   ADA	Not included	<b>Not Met</b>	A detail of the symbol should be included in future submittals.
42	Crosswalk pavement marking detail	N/A	-	
43	Any Other Comments:			

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

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

Sincerely,

**AECOM**

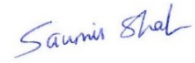
Memo



Patricia Thompson, EIT  
Traffic Engineer



Paula K. Johnson, PE  
Senior Transportation Engineer



Saumil Shah, PMP  
Project Manager

## FAÇADE REVIEW

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July 27, 2021

City of Novi Planning Department  
 45175 W. 10 Mile Rd.  
 Novi, MI 48375-3024

**Status: Section 9 Waiver Recommended,  
 contingent on increased masonry on east and  
 south facades.**

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE Preliminary Site Plan  
**Tappers Fine Jewelry, JSP21-22**  
 Façade Region: 1, Zoning District: FS

Dear Ms. McBeth:

The following Façade Review is based on the revised drawings prepared by Ken Nisch Architects, dated 7/12/21. The percentages of materials for each façade are shown on the table below. The maximum and minimum percentages required by the Ordinance Section 5.15 are shown in the right-hand column. Materials in non-compliance are highlighted in bold. A material sample board was provided via photographs on sheet A-3.0.

	West (Front)	East	North	South	Ordinance Maximum (Minimum)
Brick	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	100% (30%)
Manufactured Stone	39%	15%	<b>82%</b>	0%	50%
Cast Stone	4%	1%	9%	0%	50%
EIFS	0%	<b>58%</b>	0%	<b>27%</b>	25%
Cement Fiber Panels	<b>33%</b>	17%	5%	<b>68%</b>	25%
Flat Metal Panels (ACM)	24%	9%	4%	5%	50%

As shown above the design has significant deviations from the Façade Ordinance, as follows; the minimum percentage of Brick is not provided on all facades, the percentage of Manufactured Stone exceeds the maximum amount allowed on the north façade, the percentage of EIFS exceeds the maximum amount allowed on the east and south façades and the percentage of Cement Fiber Panels exceeds the maximum amount allowed on the west and south facades. In this case the Manufactured Stone can be considered the equivalent to Brick. Therefore, we believe that the west and north facades, having greater than 30% brick equivalent, are consistent with the Façade Ordinance.

The south and east facades however have significant deviations, particularly the lack of masonry materials. These elevations will be highly visible from 8-Mile Rd. and the I-275 exit ramp and therefore we believe deserve equal consistency with the Ordinance as the west and north facades.

Aside from the aforementioned deviations, we believe the building is well designed with interesting features and proportions. We believe that the inverted pyramid-shaped canopy that visually flows through the curtainwall will become an iconic element given its location at the intersection of two major thoroughfares. The applicant should clarify the extent of nighttime illumination of this canopy with respect to color(s) and intensity.

**Recommendation** – We recommend that the applicant consider reducing the percentage of EIFS and Cement Fiber Panels on the east and south façades while incorporating additional masonry materials on these facades, perhaps as a “stone base”. With this consideration we believe that the overall design is consistent with the intent and purpose of the Façade Ordinance and that a Section 9 Waiver be granted for the resulting deviations.

**Notes to the Applicant:**

1. It should be noted that all roof top equipment must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance.

2. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board (in this case the adjacent existing material) will be compared to materials to be installed. It is the applicant’s responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department’s Online Inspection Portal with the following link. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”.

<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

If you have any questions regarding this review, please do not hesitate to call.

Sincerely,  
DRN & Architects PC



Douglas R. Necci, AIA

## FIRE REVIEW

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July 15, 2021

TO: Barbara McBeth - City Planner  
Lindsay Bell - Plan Review Center  
Christian Carroll - Plan Review Center  
Madeleine Daniels - Planning Assistant

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
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Andrew Mutch

Laura Marie Casey

Hugh Crawford

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Julie Maday

**City Manager**  
Peter E. Auger

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

**Fire Chief**  
Jeffery R. Johnson

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

**Assistant Chief of Police**  
Scott R. Baetens

**Assistant Fire Chief**  
John B. Martin

RE: Tapper's Jewelry Novi

**PSP# 21-0060**

PSP# 21-0045 (Pre-App)

**Project Description:**

**Build an 8,488 s.q. f.t. structure on the corner of Eight Mile and Haggerty.**

**Comments:**

- **All** fire hydrants **MUST** be installed and operational prior to any combustible material is brought on site. **IFC 2015 3312.1**
- For new buildings and existing buildings, you **MUST** comply with the International Fire Code Section 510 for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.
- Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. **(D.C.S. Sec 11-239(b)(5))**
- **NOT REQUIRED** If the building is required to have a fire suppression system, the Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department vehicle access or as otherwise approved by the code official. **(International Fire Code 912.2.1)**
- **NOT REQUIRED** Proximity to hydrant: In any building or structure required to be equipped with a fire department connection, the connection shall be located within one hundred (100) feet of a fire hydrant. **(Fire Prevention Ord. Sec. 15-17 912.2.3)**
- **NOT REQUIRED** For interior fire protection systems a separate fire protection line shall be provided in addition to a domestic service for each building. Individual shutoff valves for interior fire protection shall be by post indicator valve (P.I.V.) or by valve in well and shall be provided within a public water main easement. **(D.C.S. Sec.11-68(a)(9))**

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

cityofnovi.org



- A hazardous chemical survey is required to be submitted to the Planning & Community Development Department for distribution to the Fire Department at the time any Preliminary Site Plan is submitted for review and approval. Definitions of chemical types can be obtained from the Fire Department at (248) 735-5674.

**Recommendation:**

APPROVED WITH CONDITIONS

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', with a long horizontal flourish extending to the right.

Kevin S. Pierce-Fire Marshal  
City of Novi – Fire Dept.

cc: file

**APPLICANT RESPONSE LETTER**

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August 17, 2021

City of Novi Community Development  
45175 Ten Mile Road  
Novi, MI 48375

Attn: Mr. Christian Carroll

GW# 19965.00

Re: TFJ Novi – JSP21-22  
Preliminary Site Plan Review Response

Dear Mr. Carroll,

Please see our responses below to the review comments in the review packet. All waivers requested are listed at the end of the letter.

#### **Planning Review**

1. Uses Permitted – PC to determine if use is compatible.
2. Parking space setbacks – A waiver from the Planning Commission is requested and area calculations are shown in waiver section.
3. Bicycle Parking – A 6' wide sidewalk will be provided into the site in final site plan package.
4. Loading Area – A variance is requested to the loading area requirements. Due to building use, unloading is done curbside. In and out takes 5 minutes and will be done in the north parking area which will be employee parking.
5. Dumpster Enclosure – A detail of the existing dumpster enclosure will be provided in the final site plan package.
6. Non-Motorized Facilities – Further coordination with MDOT has determined that the walk can connect to the existing concrete walk and not be subject to FHWA limited access ROW review. This connection will need to be permitted thru RCOC. Final Site Plans will depict the Haggerty Road walk connect to the intersection.
7. Signage – Signage will be submitted to the code compliance division at the next stage.
8. Site Addressing – Brian Riley was previously contacted. It was confirmed that the site can use the existing address.
9. Site lighting – Developer will revise lighting to comply with deficiencies in the final site plan package.
10. Façade – See comments in Façade review section.

#### **Engineering Review**

- 1-3. Acknowledged.
4. Owner will apply for a City of Novi and RCOC permit for work within Haggerty Road ROW. No work will take place in the 8 Mile ROW. 8 Mile is under the jurisdiction of MDOT in front of this parcel and MDOT has confirmed that no work can take place without FHWA approval due to it being a limited access ROW.
- 5-36. These items will be incorporated into the final site plan package.
37. Further coordination with MDOT has determined that the walk can connect to the existing concrete walk and not be subject to FHWA limited access ROW review. This connection will need to be permitted thru RCOC. Final Site Plans will depict the Haggerty Road walk connect to the intersection.
- 38-50. These items will be incorporated into the final site plan package
- 51-76. Acknowledged.

## Landscape Review

### Ordinance Considerations

#### Existing Trees

1. Acknowledged
2. Acknowledged
3. Tree fencing – Tree protection fencing will be indicated on the final site plan drawings.

#### Adjacent to Public Rights of Way

1. Haggerty Road – A waiver is requested for the greenbelt width and deficiency in canopy trees. Due to overhead electrical lines sub-canopy trees were selected.
2. Eight Mile Road – Acknowledged.
3. I-275 – Acknowledged.
4. The 8 Mile Road ROW in front of the parcel is under the jurisdiction of MDOT along with I-275. Per the email previously submitted street trees would not be allowed due to the limited access ROW and the DWSD watermain to be installed along the I-275 pathway and the valve vaults in the 8 Mile ROW.
5. The 8 Mile Road ROW in front of the parcel is under the jurisdiction of MDOT along with I-275. Per the email previously submitted street trees would not be allowed due to the limited access ROW and the DWSD watermain to be installed along the I-275 pathway and the valve vaults in the 8 Mile ROW.

#### Parking Lot Landscaping

1. Calculations – Calculations will be revised and reflected on the final site plan submittal.
2. Required Trees – Acknowledged.
3. Interior landscaped areas – Labels indicating areas have been added.
4. Perimeter Trees – the landscape plan will be revised to depict additional perimeter trees.
5. Waivers – Acknowledged.

#### Plant List

1. Species will be revised on the final site plan submittal.

#### Irrigation

1. Irrigation plan will meet requirements outlined on the landscape chart on the final site plan submission.

#### Landscape Chart

1. Zoning of proposed parcel and surrounding will be added on the final site plan submittal.
2. Light poles and trees will provide proper spacing will be indicated on the final site plan submittal. Per memo submitted to the planning department there are not any restrictions for landscaping within the MDOT utility easement.
3. Berms – No berms are proposed, and a waiver has been requested to use evergreen screening.
4. Contiguous Space Limit – Updated calculations are provided.
5. A waiver is requested for the canopy tree required in the parking area island in front of the building due to site security concerns.
6. Plantings around fire hydrant – Configuration will be reviewed and notes about utility and tree spacing will be revised on the final site plan submittal.
7. Calculations are provided for Interior Landscaping.
8. Islands in the parking lot have labeled areas.
9. Calculations shall reflect current plant material on landscape plan.
10. Additional perimeter trees were added.
11. No berms are provided on the site therefore a waiver is requested for this deficiency.
12. Walls – There is no wall proposed along the Haggerty Road frontage
13. Greenbelt – Dimensions for the greenbelt width will be added in the final site plan submittal.

14. Canopy ROW Trees – Calculations will be revised on the final site plan submittal. A waiver will be requested for any deficiencies.
15. Trees along roadway – Per the email previously submitted, the 8 Mile frontage for this parcel is under the jurisdiction of MDOT. I-275 and 8 Mile are limited access right-of-ways and any improvements will require FHWA approval which is unlikely. Also, there will be a large DWSD watermain installed along the I-275 pathway with multiple valve vaults in 8 Mile in front of the property.
16. Landscape Calculations are provided for all tree frontages.
17. Loading Area Screening – Acknowledged. A variance is requested due to the nature of deliveries. Due to building use, unloading is done curbside. In and out takes 5 minutes and will be done in the north parking area which will be employee parking.
18. Trash Enclosure Screening – Enclosure is existing, and a waiver is requested to provide screening from I-275.
19. Transformer Screening – A waiver is requested due to the transformer being an existing utility.
20. Other Information – Additional information will be added to note #8 in the final site plan submittal.
21. Lawn – Sod and lawn seed hatch will be clarified on the final site plan submittal.
22. Deciduous Tree Details – Note will be added on the final site plan submittal.
23. Evergreen Tree Details – Note will be added on the final site plan submittal.
24. Multi-stem Tree Details – Detail will be added on the final site plan submittal.
25. General Conditions – Note will be added on the final site plan submittal.

#### **Traffic Review**

10. Width of existing divided driveway will be added on the final site plan submittal.
11. Loading Area – A variance is requested to the loading area requirements. Due to building use, unloading is done curbside. In and out takes 5 minutes and will be done in the north parking area which will be employee parking.
- 15a. End islands are setback 3' and will be better dimensioned on the final site plan submittal.
16. Parking setback has been dimensioned and will require a waiver. Project is utilizing a portion of the existing parking field and mill and overlay due to condition and to improve drainage.
18. Curb height is noted as 4" for overhang and will be better delineated from 6" curb height. Bumper blocks are placed at 17' and will be better dimensioned on the final site plan submittal.
20. Bumper block detail will be added on the final site plan submittal.
- 24c. Bicycle parking clear width from street will be added on the final site plan submittal.
- 24d. Height of rack will be revised on the final site plan submittal.
25. Sidewalks have been dimensioned.
32. Stop sign size will be revised on the final site plan submittal.
37. Signage location will be dimensions to clarify location on final site plan submittal.
40. Notes will be revised on final site plan submittal
41. ADA symbol detail will be added on the final site plan submittal.

#### **Façade Review**

1. A cast stone base at the same height as that shown on the north façade will be added below the EIFS and the fiber cement panels to add additional masonry material to the facades and provide a more consistent base for the building.

#### **Fire Review**

1. Note has been added to the plans regarding hydrants must be operational prior to combustible material brought on site.
2. Fire apparatus maneuvering has been added to the plans.
3. Acknowledged.
4. Acknowledged.

5. Acknowledged.
7. A hazardous chemical survey was submitted.

**Waivers and Variances Requested**

1. Variance: Owner is requesting a variance to the loading zone requirement. The operations do not require large delivery vehicles. It is more of a burden by creating more impervious cover for the site than what would be necessary. This creates more runoff and less pervious landscaped areas.
2. Waiver: Parking Setback along Haggerty Road and the north property line. The site is utilizing the existing parking of the site and improving the existing conditions as the proposed site is eliminating the parking along I-275 and 8 Mile frontages. As the chart indicates, the development exceeds the amount of setback area on the site as a whole and it is over 3 times more than what is existing.

Parking Area Chart	
Existing Site Parking Setback Area	5,000 sf
Required Site Parking Setback Area	14,236 sf
Proposed Site Parking Setback Area	17,379 sf

3. Waiver: Haggerty Road Canopy Trees – Proposed development is utilizing the existing parking and providing landscape hedge and additional plant material to screen the cars, and is an improvement of the existing conditions.
4. Waiver: One Interior End Island Tree at front entry due to the location of planting compromises security operations.
5. Waiver: Screening the trash enclosure as it is an existing structure that is proposed to be utilized.
6. Waiver: Screening the transformer as it is an existing structure that is proposed to be utilized.
7. Waiver: Façade Waiver per paragraph 5.15.9 of the City of Novi Zoning Ordinance, Exterior Building Wall Façade Materials for both proposed materiality and for percentage of façade coverage for the proposed material. As depicted on the exterior elevations and calculated in the Materials chart we are proposing to specify a unique integrally colored, European developed, fiber cement panel which is not listed on the Schedule Regulating Façade Materials as well as an aluminum composite material which is very common though not specifically listed on the schedule. We are also proposing a significant glazing percentage which appears to exceed the allowable percentage, and a percentage of EIFS which exceeds the allowable percentage. A consistent cast stone masonry base serves as a consistent foundation for all the exterior materials.

Please feel free to contact me if you have any questions.

Respectfully,  
**GIFFELS-WEBSTER**

Nancy Standish, PE  
Senior Project Manager

Cc: Richard Broder, Broder-Sachse (by email)  
Jim Jehl, Broder-Sachse (by email)  
Mark Tapper, Haggerty-Eight Venture, LLC (by email)  
Ed Doyle, JGA (by email)