



## NOVI PLAZA FACADE JSP 15-40

### **NOVI PLAZA FAÇADE JSP 15-40**

Approval at the request of Scott Monchnik & Associates for revised Preliminary Site Plan and Section 9 Façade Waiver. The subject property is located in Section 26, South of Ten Mile Road and west of Meadowbrook Road, in the B-1, Local Business District. The subject property is approximately 1.6 acres and the applicant is proposing to remodel the existing façade for Novi plaza shopping center along with modifications to the existing parking lot.

### **Required Action**

Approval of Preliminary Site Plan and a Section 9 Façade waiver

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	01-09-17	<ul style="list-style-type: none"><li>• Items to be addressed on the final site plan submittal</li></ul>
Engineering	Approval Recommended	12-29-16	<ul style="list-style-type: none"><li>• Items to be addressed on the final site plan submittal</li></ul>
Landscape	Approval Recommended	12-1916	<ul style="list-style-type: none"><li>• Items to be addressed on the final site plan submittal</li></ul>
Facade	Approval Recommended	12-30-16	<b>Section 9 Waiver is required for underage of brick on all facades and overage of painted CMU on east and west facades</b>
Fire	Approval Recommended	12-20-16	<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 Novi Plaza Facade JSP 15-40, motion to **approve** the revised Preliminary Site Plan and a Section 9 Waiver, based on and subject to the following:

- a. To allow the underage of brick on all facades and overage of painted CMU on east and west facades (50% allowed, 65% provided), because the proposed alteration will significantly improve the overall appearance of the building and is consistent with the intent and purpose of the Façade Ordinance, which is hereby granted.
- b. The findings of compliance with Ordinance standards in the staff review letter and the conditions and the items listed in that letter being addressed.

*(This motion is made because the plan is otherwise in compliance with Article 3, Article 4 Article 5 and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**-AND-**

### Approval – Stormwater Management Plan

In the matter of Novi Plaza Facade JSP 15-40, motion to **approve** the Stormwater Management Plan, based on and subject to:

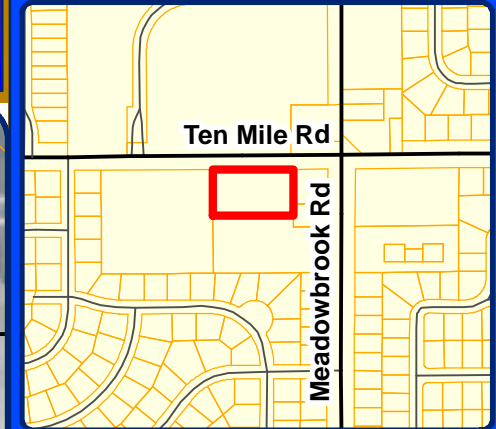
- a. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.

*(This motion is made because it otherwise 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

# JSP 15-40 Novi Plaza Facade

Location



City of Novi

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

Map Author: Sri Komaragiri  
Date: 06/19/15  
Project: JSP15-40 Novi Plaza Facade  
Version #: 1

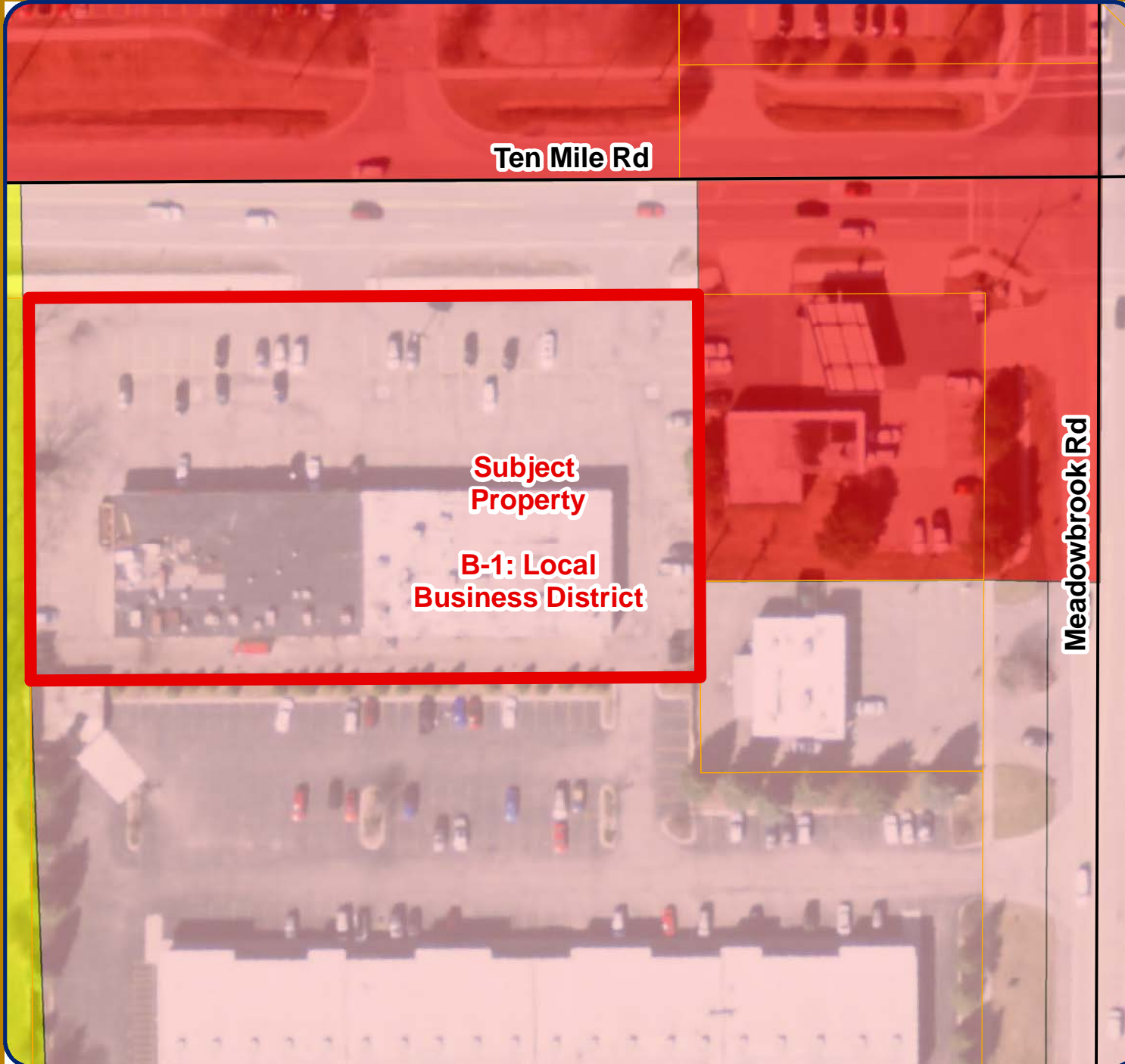


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# JSP 15-40 Novi Plaza Facade

Zoning

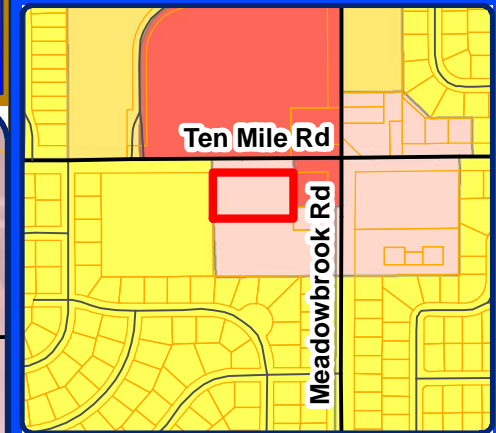


Ten Mile Rd

Meadowbrook Rd

**Subject  
Property**

**B-1: Local  
Business District**



## Legend

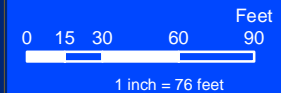
-  R-4: One-Family Residential District
-  RM-1: Low-Density Multiple Family
-  B-1: Local Business District
-  B-3: General Business District



City of Novi

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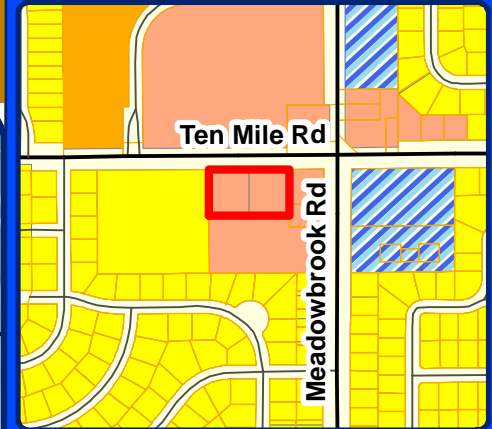
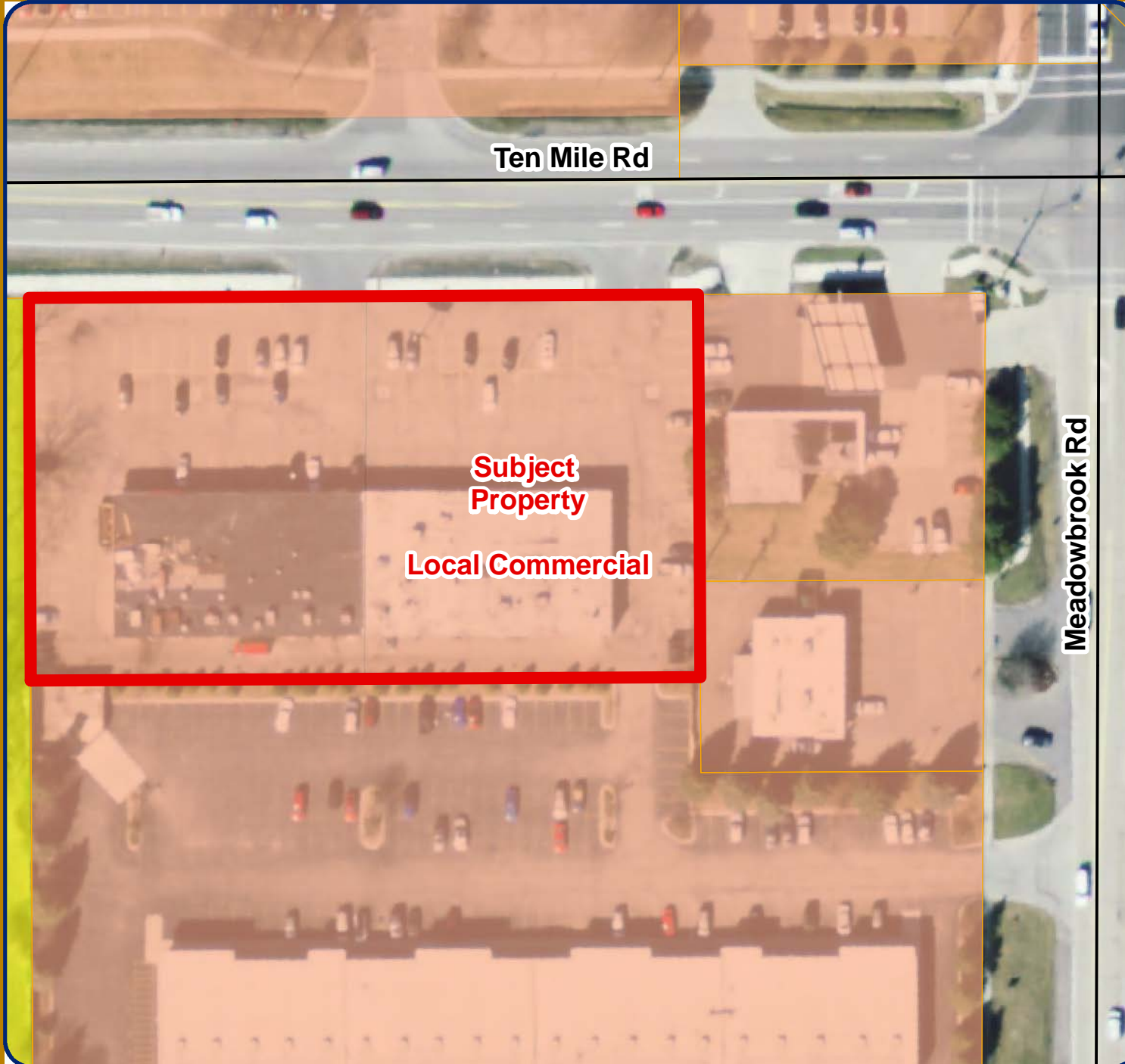


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# JSP 15-40 Novi Plaza Facade

Future Land Use



## Legend

-  SINGLE FAMILY
-  MULTIPLE FAMILY
-  COMMUNITY OFFICE
-  LOCAL COMMERCIAL



## City of Novi

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1 inch = 76 feet

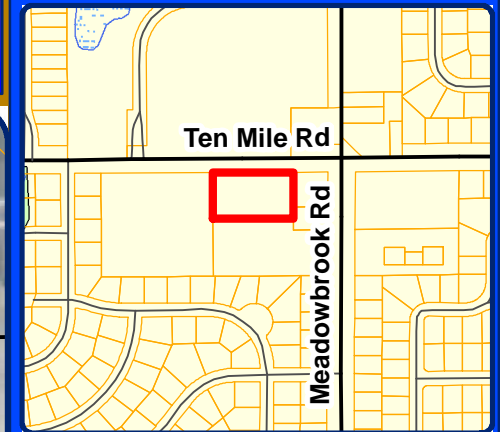
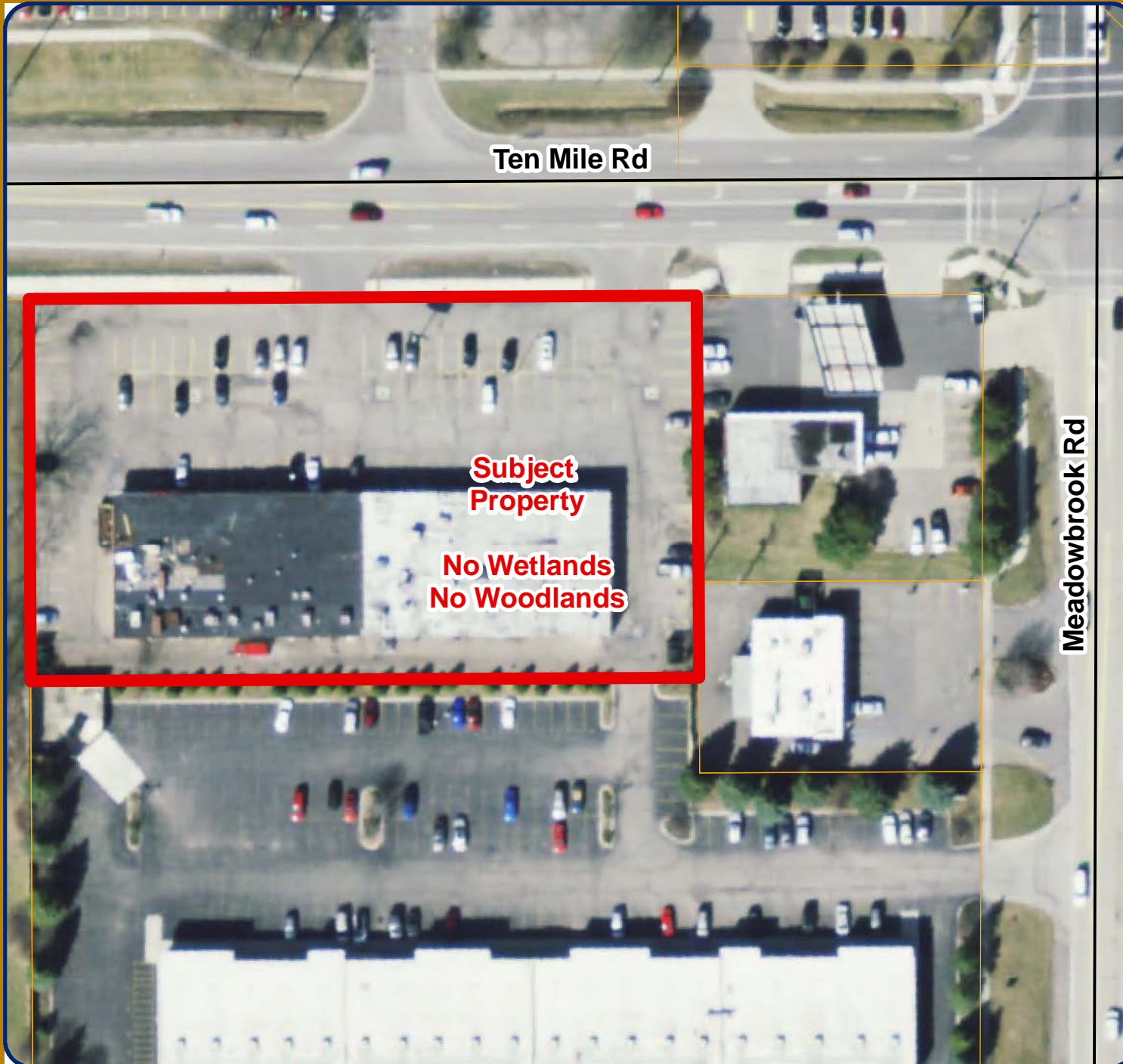


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# JSP 15-40 Novi Plaza Facade

Natural Features



### Legend

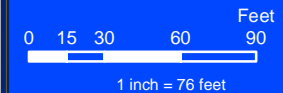
-  Wetlands
-  Woodlands



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**SITE PLAN**

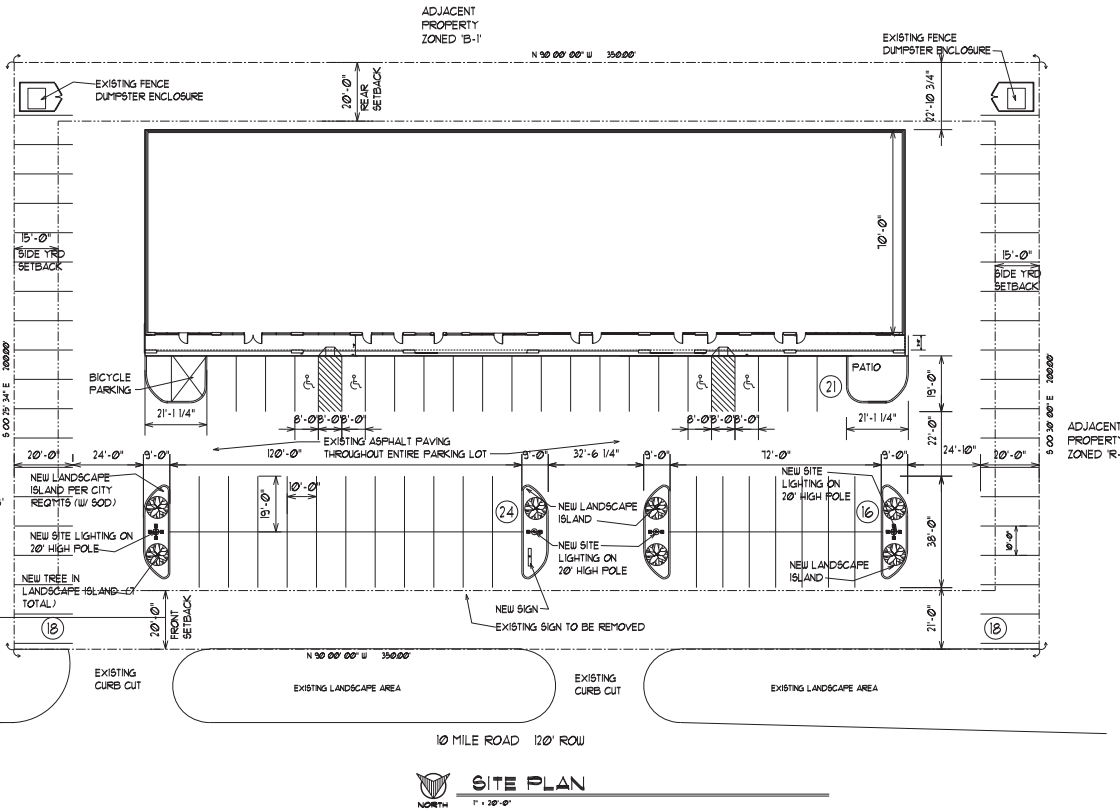
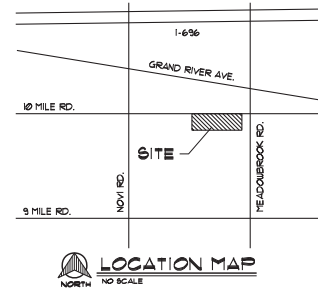


# NOVI PLAZA FACADE REMODELING

NOVI, MICHIGAN

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FAX: 248-654-3002  
SCOTT@SMAARCH.COM



### LAND - BUILDING - PARKING DATA

<b>LAND AREA</b>	47,693.878 SQ. FT. GROSS	1.116 ACRES
<b>BUILDING AREA</b>		
TOTAL BUILDING AREA		18,163 SFG
<b>PARKING DATA</b>		
<b>VEHICLE PARKING REQUIRED</b>		
RETAIL (1 SP/SPACE / 250 SFG)	18,163 SFG / 250 SFG	73 SPACES
<b>BICYCLE PARKING REQUIRED</b>		
RETAIL (5% OF REQ'D VEHICLE PARKING)	73 SP/SPACE X .05	4 SPACES
<b>PROVIDED PARKING</b>		
VEHICLE - PARKING PROVIDED (INCLUDES 4 BARRIER FREE SPACES)		91 SPACES
BICYCLE - PARKING PROVIDED		4 SPACES

### SITE PLAN - GENERAL NOTES:

- ZONED: B-1 LOCAL BUSINESS
- BUILDING SETBACKS: FRONT 20 FEET, REAR 20 FEET, EACH SIDE 15 FEET
  - BUILDING HEIGHT: 75 FEET (1 STORY) ALLOWED, 75'-0" PROPOSED
  - SIGNAGE: SIGNAGE FOR EACH TENANT WILL BE ISSUED FOR APPROVAL SEPARATELY BY EACH TENANT
  - SITE LIGHTING: SITE LIGHTS TO BE POLE MOUNTED, PHOTOMETRIC CALCULATIONS TO BE PROVIDED AT A LATER DATE.
  - WITH NEW LANDSCAPE ISLANDS INSTALLED, REMAINING ASPHALT PAVING AREA = 48,639 SF
  - EXISTING WATER SUPPLY / WATER SYSTEM TO REMAIN AS IS
  - EXISTING SANITARY WASTE SYSTEM TO REMAIN AS IS
  - EXISTING STORMWATER COLLECTION / DISPOSAL SYSTEM TO REMAIN AS IS

NOVI PLAZA  
41431 - 41563 10 MILE ROAD  
NOVI, MICHIGAN

ISSUED FOR:  
6 DEC 16  
REVISED SITE  
PLAN APPROVAL  
PACKAGE

### PROPERTY DESCRIPTION

**PARCEL 1**  
A PARCEL OF LAND BEING PART OF OUTLOT A OF ORCHARD HILLS, A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 9 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 86 OF PLATS, PAGE 40 OF OAKLAND COUNTY RECORDS, MORE PARTICULARLY DESCRIBED AS: BEGINNING AT A POINT ON THE SOUTH LINE OF WEST TEN MILE ROAD AND ON THE NORTH LINE OF SAID OUTLOT A, SAID POINT BEING DUE WEST 150.000 FEET FROM THE NORTHEAST CORNER OF SAID OUTLOT A; THENCE SOUTH 0 DEGREES 30 MINUTES 00 SECONDS EAST 100.000 FEET TO A POINT; THENCE DUE WEST 113.33 FEET; THENCE NORTH 00 DEGREES 04 MINUTES 20 SECONDS EAST 200.00 FEET TO THE POINT ON THE NORTH LINE OF SAID OUTLOT A; THENCE ALONG SAID NORTH LINE, DUE EAST 113.33 FEET TO THE POINT OF BEGINNING.

**PARCEL 2**  
A PARCEL OF LAND BEING PART OF OUTLOT A OF ORCHARD HILLS, A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 26, TOWN 1 NORTH, RANGE 9 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 86 OF PLATS, PAGE 40 OF OAKLAND COUNTY RECORDS, MORE PARTICULARLY DESCRIBED AS: BEGINNING AT A POINT ON THE SOUTH LINE OF WEST TEN MILE ROAD AND ON THE NORTH LINE OF SAID OUTLOT A, SAID POINT BEING DUE WEST 323.33 FEET FROM THE NORTHEAST CORNER OF OUTLOT A; THENCE SOUTH 0 DEGREES 04 MINUTES 20 SECONDS WEST 200 FEET TO A POINT; THENCE DUE WEST 174.61 FEET; THENCE NORTH 00 DEGREES 30 MINUTES WEST 100 FEET TO A POINT ON THE NORTH LINE OF SAID OUTLOT A; THENCE ALONG SAID NORTH LINE DUE EAST 176.61 FEET TO THE POINT OF BEGINNING.

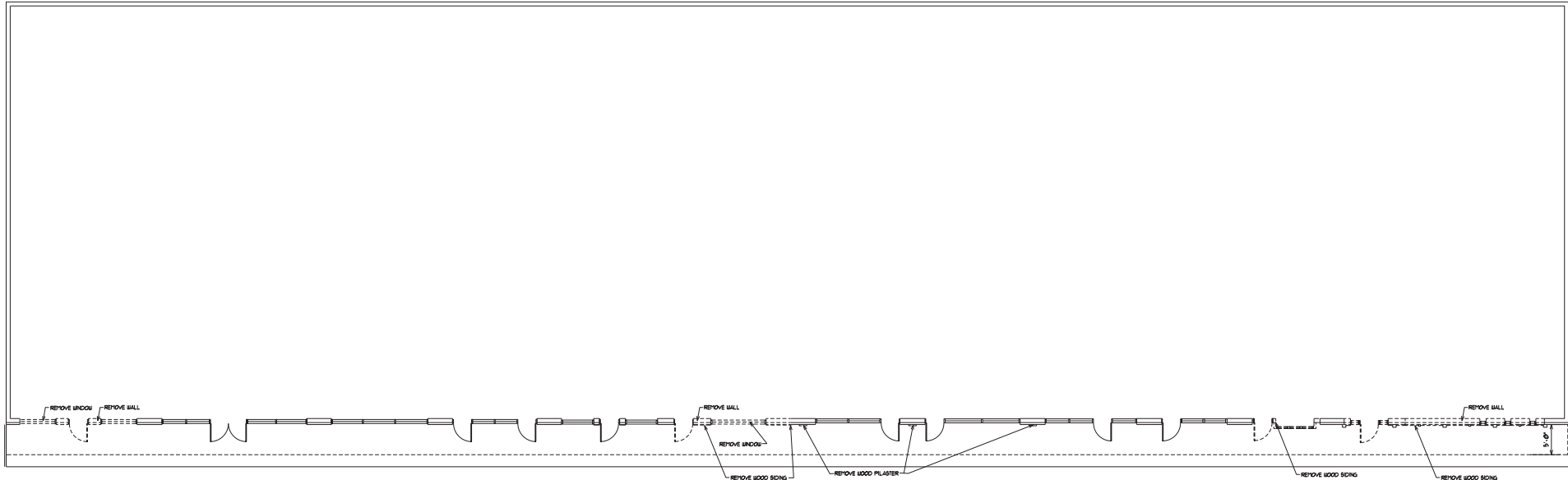
### LIST OF DRAWINGS

SP1.00	COVER SHEET, SITE PLAN
SP1.01	FLOOR PLAN & DEMO PLAN
SP1.02	FRONT ELEVATION
SP1.03	SIDE ELEVATIONS

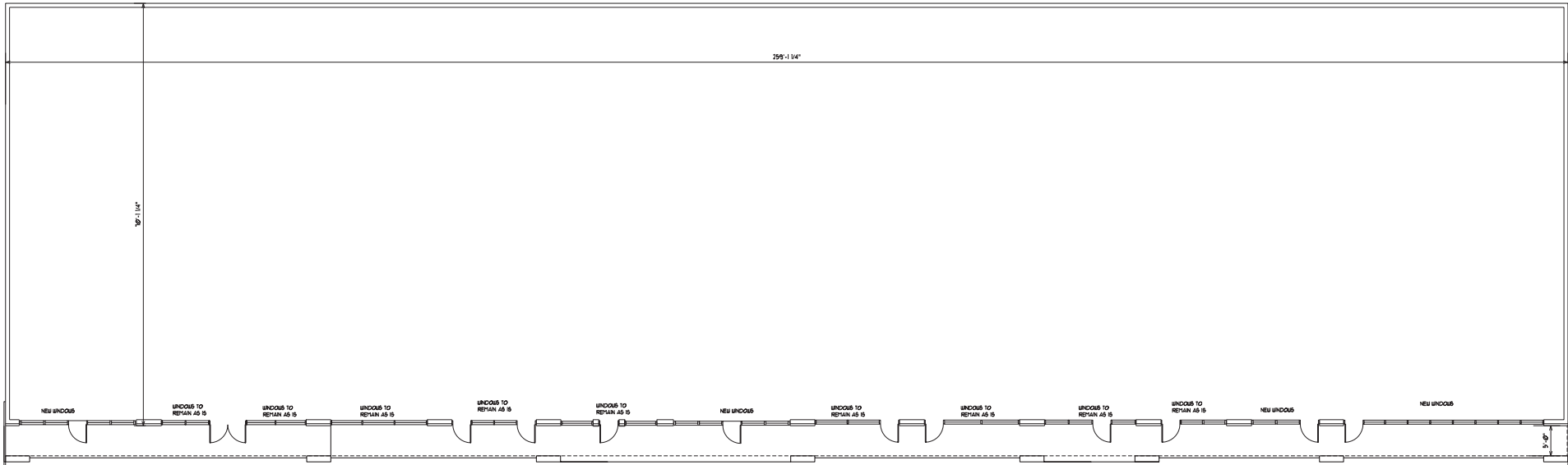
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DATE: 6 DEC 16  
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**PARTIAL DEMOLITION PLAN**  
 1/8" = 1'-0"

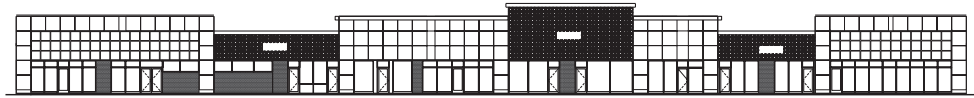


**PARTIAL FLOOR PLAN**  
 1/8" = 1'-0"

NOVI PLAZA  
 41431 - 41563 10 MILE ROAD  
 NOVI, MICHIGAN

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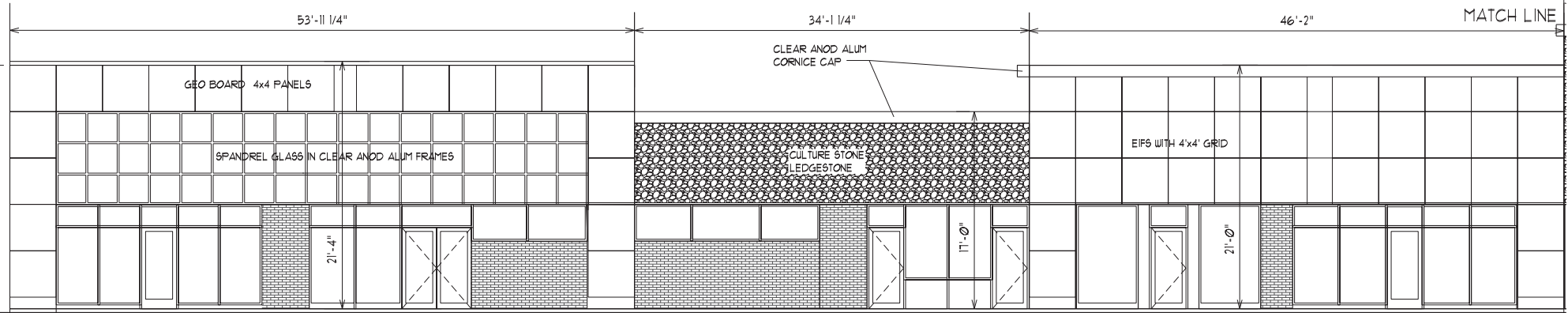
**OVERALL FRONT ELEVATION**  
NO SCALE

9,314 SF TOTAL AREA OF FRONT FACADE

FRONT ELEVATION MATERIAL LEGEND			
MATERIAL	SQUARE FEET OF MATERIAL	% OF MATERIAL PROPOSED	% OF MATERIAL ALLOUED
BRICK AT ROOFFRONT	144 SF	1.5%	100%
GLASS AT ROOFFRONT	1260 SF	13.5%	25%
GEO BOARD (EMERALD TILE)	600 SF	6.5%	25%
SPANDREL GLASS	633 SF	6.8%	30%
CULTURE STONE	1000 SF	10.7%	30%
E.F.S.	93 SF	1%	25%

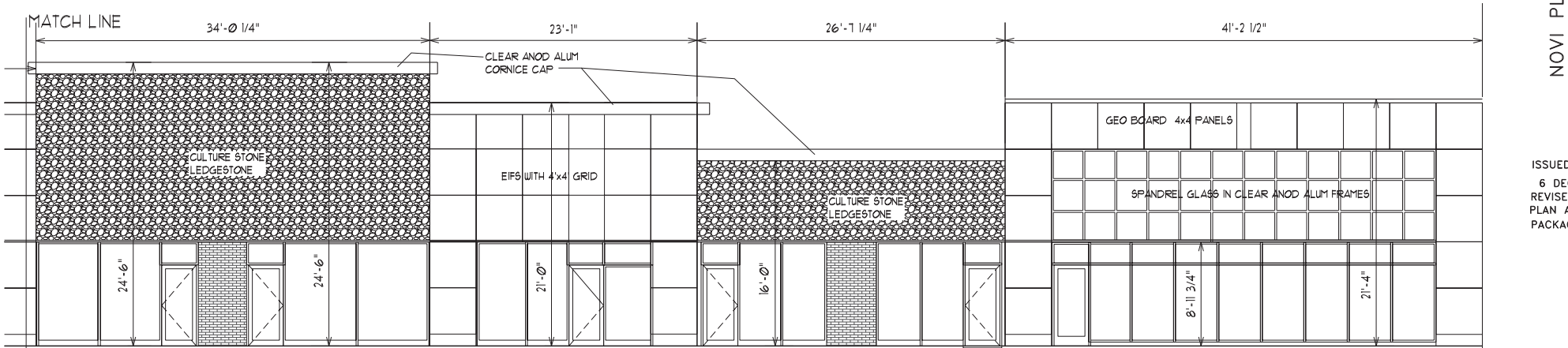
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**FRONT ELEVATION (LEFT HALF)**

1/4" = 1'-0"



**FRONT ELEVATION (RIGHT HALF)**

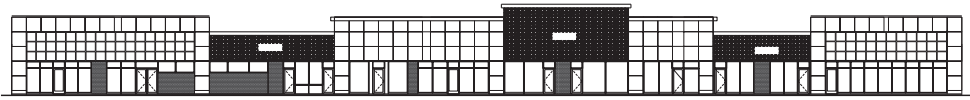
1/4" = 1'-0"

NOVI PLAZA  
41431 - 41563 10 MILE ROAD  
NOVI, MICHIGAN

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**OVERALL FRONT ELEVATION**  
 NO SCALE

5,314 SF TOTAL AREA OF FRONT FACADE

FRONT ELEVATION MATERIAL LEGEND			
MATERIAL	SQUARE FEET OF MATERIAL	% OF MATERIAL PROPOSED	% OF MATERIAL ALLOWED
BRICK AT SIDEWALK	144 SF	14 %	100 %
GLASS AT SIDEWALK	1200 SF	23 %	25 %
GEO PANEL (CERAMIC TILE)	653 SF	13 %	25 %
SPANDREL GLASS	633 SF	12 %	50 %
CULTURE STONE	1003 SF	19 %	50 %
E.I.F.A.	973 SF	19 %	25 %

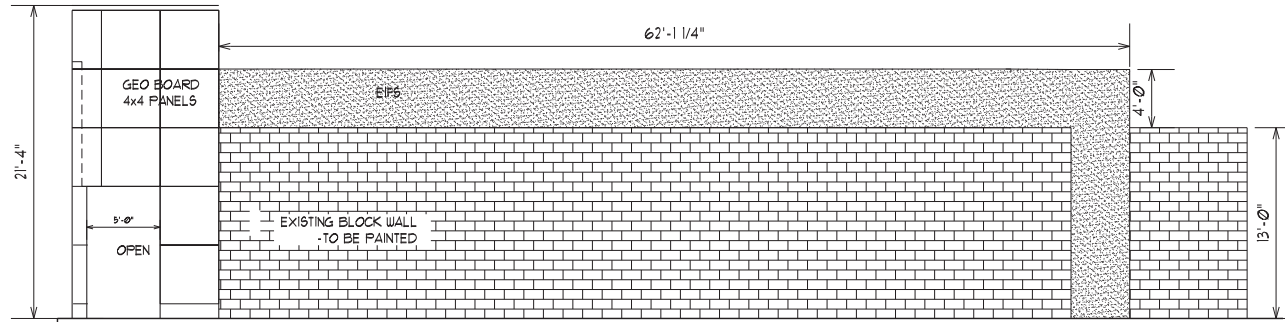
1323 SF TOTAL AREA OF LEFT FACADE

LEFT ELEVATION MATERIAL LEGEND			
MATERIAL	SQUARE FEET OF MATERIAL	% OF MATERIAL PROPOSED	% OF MATERIAL ALLOWED
CMU	858 SF	65 %	100 %
GEO PANEL (CERAMIC TILE)	165 SF	13 %	25 %
E.I.F.A.	300 SF	22 %	25 %

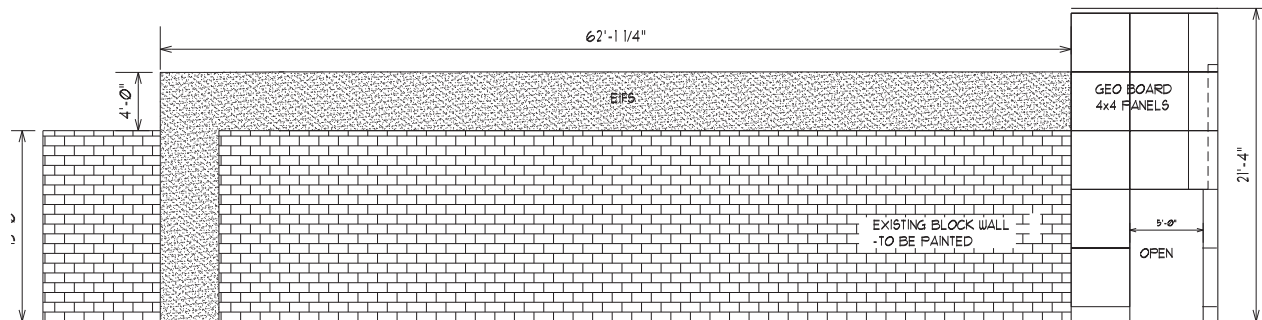
1323 SF TOTAL AREA OF RIGHT FACADE

RIGHT ELEVATION MATERIAL LEGEND			
MATERIAL	SQUARE FEET OF MATERIAL	% OF MATERIAL PROPOSED	% OF MATERIAL ALLOWED
CMU	858 SF	65 %	100 %
GEO PANEL (CERAMIC TILE)	165 SF	13 %	25 %
E.I.F.A.	300 SF	22 %	25 %

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**RIGHT SIDE ELEVATION**  
 1/4" = 1'-0"



**LEFT SIDE ELEVATION**  
 1/4" = 1'-0"

NOVI PLAZA  
 41431 - 41563 10 MILE ROAD  
 NOVI, MICHIGAN

ISSUED FOR:  
 6 DEC 16  
 REVISED SITE  
 PLAN APPROVAL  
 PACKAGE

SHEET# SP1.03  
 DATE: 6 DEC 16  
 JOB# 13037



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NOVI PLAZA  
NOVI MI, MICHIGAN

13037  
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NOVI PLAZA  
NOVI MI, MICHIGAN

13037  
10 JAN 16

**FACADE BOARD**

# NOVI PLAZA FAÇADE FINISH MATERIALS



EIFS



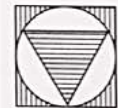
GEO BOARD



METAL CAP



PAINT



- Architecture
- ▼ Planning
- Interior Design

**SCOTT MONCHNIK & ASSOCIATES, INC.**

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scott@smaarch.com

Scott Monchnik A.I.A.  
Architect



The name that built an industry™

**BORAL**



# Cultured Stone® by Boral®

Echo Ridge® Pro-Fit® Alpine Ledgestone



## PLANNING REVIEW



**PLAN REVIEW CENTER REPORT**  
January 09, 2017  
**Planning Review: Preliminary Site Plan**  
Novi Plaza Facade  
JSP 15-40

---

**Petitioner**

Scott Monchnik & Associates

**Review Type**

Revised Preliminary Site Plan

**Property Characteristics**

- Site Location: Section 26 ; South of Ten Mile Road and west of Meadowbrook Road
- Site School District: Novi Schools
- Site Zoning: B-1: Local Business District
- Adjoining Zoning: West: R-4 One Family Residential District;  
East: B-1: Local Business District and B-3: General Business district;  
North: B-3: General Business district;  
South: B-1: Local Business District
- Site Use(s): West: Church  
East: Gas Station and Bank  
North: Novi ten Shopping Center  
South: Peach Tree Shopping Center
- Novi Plaza Shopping Center
- Adjoining Uses: Shopping Centers
- Site Size: Approximately 1.6 Acres
- Building Size: 18,200 SF
- Plan Date: 12-06-2016

**Project Summary**

The applicant is proposing to remodel the existing façade for Novi plaza shopping center along with minor modifications to the existing parking lot.

The existing Preliminary Site plan approval is still valid until June 24, 2017. However, the applicant is currently proposing changes that differ from the previously approved Section 9 façade waiver. Please refer to Façade review for more details. Staff recommends that the current changes would require Planning Commission's approval.

**Recommendation**

Approval of the *Preliminary Site Plan is recommended*. The plan conforms to the requirements of the Zoning Ordinance, with additional details required at the time of Final Site Plan submittal.

**Previous Planning Commission Actions**

Planning Commission approved the Preliminary Site Plan with a section 9 waiver and storm water management plan as part of the consent agenda item on June 24, 2015 based on the following motion:

*Approval at the request of Scott Monchnik & Associates for Preliminary Site Plan and Section 9 Façade Waiver. The subject property is located in Section 26, south of Ten Mile Road and west of Meadowbrook Road, in the B-1, Local Business District. The subject property is approximately 1.6 acres and the applicant is proposing to remodel the existing façade for Novi plaza shopping center along with modifications to the existing parking lot.*

*In the matter of Novi Plaza Facade JSP 15-40, motion to approve the Preliminary Site Plan and a Section 9 Waiver, based on and subject to the following:*

- a. To allow the overage of EIFS material on the north façade (25% allowed; 32% provided) because the proposed alteration will significantly improve the overall appearance of the building and is consistent with the intent and purpose of the Façade Ordinance, which is hereby granted.*
- b. The findings of compliance with Ordinance standards in the staff review letter and the conditions and the items listed in that letter being addressed.*

*This motion is made because the plan is otherwise in compliance with Article 3, Article 4, Article 5 and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.*

*In the matter of Novi Plaza Facade JSP 15-40, motion to approve the Stormwater Management Plan, based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan. This motion is made because it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.*

### **Ordinance Requirements**

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Please see the attached charts for information pertaining to ordinance requirements. Items in **bold** below must be addressed and incorporated as part of the Final Site Plan Submittal.

1. Barrier Free Signs: One sign for each accessible parking space is required. **Propose the required barrier free signage according to the code**
2. Bicycle parking (Sec 5.16): **Please provide the required details and lot layout according to section 5.16**
3. B-1 District Required Conditions (Sec 3.10): **Please provide further information and add the notes listed below on the site plan.**
  - a. All business establishments shall be retail or service establishments dealing directly with customers. All goods produced on the premises shall be sold at retail on premises.
  - b. All business, servicing or processing, except for off-street parking, loading/unloading shall be conducted within completely enclosed buildings.
4. Lighting (Sec 5.7): Photometric plan and exterior lighting details will be needed at time of Final Plan submittal.
5. Economic Impact: *If known, the applicant is asked to provide economic impact information, such as the total cost of the proposed building and site improvements, and*

*the number of anticipated jobs created (during construction and after building is occupied).* **Provide the required information with the response letter.**

6. OSushi Façade Improvements: Planning has recently approved façade changes for OSushi restaurant located in the same shopping center. **The changes approved are not reflected in the current review. Please clarify what changes will be override by the changes proposed with this application and which will be carried forward.**
7. Other Reviews:
  - a. Landscape Review: Additional comments to be addressed with Final Site Plan submittal. Landscape recommends approval.
  - b. Engineering Review: Additional comments to be addressed with Final Site Plan submittal. Engineering recommends approval.
  - c. Facade Review: A section 9 waiver is required for this project. **Façade recommends approval contingent upon Façade board submittal and review.**
  - d. Fire Review: Fire recommends approval.

### **Response Letter**

This Site Plan is scheduled to go before Planning Commission on January 25, 2017. Please provide the following **no later than January 16, 2017** if you wish to keep the schedule. Staff can consider taking the application as a consent agenda item provided all the requested information is submitted in an acceptable manner.

1. A response letter addressing ALL the comments from ALL the review letters and a request for waivers as you see fit.
2. A PDF version of the all Site Plan drawings that were submitted for the Preliminary review, dated December 6, 2016 **NO CHANGES MADE.**
3. A color rendering of the Site Plan, if any.
4. A sample board of building materials as requested by our Façade Consultant

### **Site Addressing**

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

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

### **Pre-Construction Meeting**

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

### **Chapter 26.5**

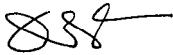
Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-

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

**Signage**

Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits.

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



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Sri Ravali Komaragiri – Planner



## PLANNING REVIEW CHART : B-1: Local Business District

**Review Date:** June 02, 2015  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP15-40: Novi Plaza Facade  
**Plan Date:** December 06, 2016  
**Prepared by:** Sri Komaragiri, Planner  
**Contact:** **E-mail:** skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant prior to the approval of the Preliminary/Final Site Plan. Underlined items need to be addressed prior to the approval of the Stamping Sets

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted August 25, 2010)</i>	Local Commercial	Local Commercial	Yes	
<b>Area Study</b>	The site does not fall under any special category	NA	Yes	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	B-1: Local Business District	B-1	Yes	
<b>Uses Permitted</b> <i>(Sec 3.1.10.B &amp; C)</i>	Sec 3.1.10.B Principal Uses Permitted. Sec 3.1.10.C Special Land Uses	Shopping Center	Yes	
<b>Height, bulk, density and area limitations</b>				
<b>Frontage on a Public Street.</b> <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Frontage on Ten Mile Road	Yes	
<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	Approx. 1.6 Acres	Yes	
<b>Minimum Zoning Lot Size</b> for each Unit: Width in Feet			NA	
<b>Open Space Area</b>	----	---	---	---
<b>Maximum % of Lot Area Covered</b> <i>(By All Buildings)</i>	<i>(Sec 3.6.2.D)</i>			

Item	Required Code	Proposed	Meets Code	Comments
<b>Building Height</b> (Sec. 3.1.10.D)	25 ft. or 1 story whichever is less	25 ft.	Yes	
<b>Building Setbacks</b> (Sec 3.1.10.D)				
Front	20 ft.	No change to existing	Yes	
Rear	20 ft.		Yes	
Side	15 ft.		Yes	
<b>Parking Setback</b> (Sec 3.1.10.D)& Refer to applicable notes in Sec 3.6.2				
Front	20ft.	No change to existing	Yes	
Side	10 ft.		Yes	
Side (abutting residential)	20 ft.			
Rear	10 ft.		Yes	
<b>Note To District Standards</b> (Sec 3.6.2)				
<b>Exterior Side Yard Abutting a Street</b> (Sec 3.6.2.C)		No changes proposed	NA	
<b>Off-Street Parking in Front Yard</b> (Sec 3.6.2.E)		Existing parking in front yard	NA	
<b>Parking Setback from Residential District</b> (Sec 3.6.2.L)	Wherever property directly abuts or is adjacent to residentially zoned property, the minimum parking setback shall be twenty (20) feet.	Abutting a residential district. No changes proposed to existing parking	NA	
<b>Wetland/Watercourse Setback</b> (Sec 3.6.2.M)	Refer to Sec 3.6.2 for more details	No Wetlands and Woodlands on Site	NA	
<b>Parking setback screening</b> (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is not provided	NA	<b>Refer to landscape review letter and add the required additional information to the plan</b>
<b>Modification of parking setback requirements</b> (Sec 3.6.2.Q)	Refer to Sec 3.6.2 for more details	Parking setbacks are existing	NA	
<b>Parking, Loading and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b> Planned Commercial or Shopping Centers (Sec. 5.2.12.C)	- One (1) for each 250 square feet gross leasable area (GLA) for developments under 400,000 square feet (4.0 spaces per 1,000 square feet GLA) For 18,163 SF, required = 73 spaces	Total Proposed = 97 spaces	Yes	



Item	Required Code	Proposed	Meets Code	Comments
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	<ul style="list-style-type: none"> <li>- 9' x 19' parking space dimensions and 24' wide drives for 90° parking layout.</li> <li>- 9' x 18' parking space dimensions and 15' wide drives for 45° parking layout.</li> <li>- 9' x 17' if overhang on 7' wide interior sidewalk or landscaped area as long as detail indicates 4' curb</li> </ul>	Minimum 9' x 19' parking space dimensions and 24' wide drives for 90° parking layout. All spaces are existing. Modifications include only proposed end islands.	Yes	
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) (Sec. 5.3.13)	<ul style="list-style-type: none"> <li>- 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</li> </ul>		NA	
<b>End Islands</b> (Sec. 5.3.12)	<ul style="list-style-type: none"> <li>- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles.</li> <li>- The end islands shall generally be at least 8 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</li> </ul>	End Islands are modified according to the required code	Yes	Proposed end islands are improvement from existing condition. Refer to Fire and Engineering review letter for additional comments regarding radius requirements.
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	4 barrier free parking spaces (for total 70 to 100) including 1 van barrier free parking space	4 Van accessible barrier free spaces	Yes	
<b>Barrier Free Aisle Dimensions</b> <i>Barrier Free Code</i>	<ul style="list-style-type: none"> <li>- 8' wide with an 8' wide access aisle for van accessible spaces</li> <li>- 5' wide with a 5' wide access aisle for regular accessible spaces</li> </ul>	8' wide access aisles are provided	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.	Signs not indicated	No	<b>Propose the required barrier free signage</b>
<b>Minimum number of Bicycle Parking</b> <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile parking, 2 spaces minimum For 73 spaces= 4 Bike spaces, 2 spaces minimum	4 Bike spaces indicated	Yes	
<b>Bicycle Parking General requirements</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</li> <li>- Shall be accessible via 6 ft. paved sidewalk</li> </ul>	No Information provided	No	<b>Please provide the required details</b>
<b>Bicycle Parking Lot layout</b> <i>(Sec 5.16.6)</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	No Information provided	No	<b>Please provide the required details</b>
<b>Loading Spaces</b> <i>(Sec. 5.4.1)</i> Location of such facilities in a permitted side yard shall be subject to review and approval by the City	<ul style="list-style-type: none"> <li>- Loading, unloading space shall be provided in the rear yard at a ratio of ten (10) square feet for each front foot of building;</li> <li>- Except in the case of a double frontage lot, loading-unloading, as well as trash receptacles may be located in an interior side yard beyond the minimum side yard setback requirement of the district.</li> </ul>	No changes made to existing	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Accessory Structures</b>				
<b>Dumpster</b> (Sec 4.19.2.F)	<ul style="list-style-type: none"> <li>- Located in rear yard or interior side yard in case of double frontage</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>	No changes made to existing	NA	
<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>	No changes made to existing	NA	
<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	There appears to be existing roof top equipment	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 is screened	No	<b>Refer to Façade review letter</b>
<b>B-1 District Required Conditions (Sec 3.10)</b>				
<b>Sale of goods</b> (Sec. 3.10.1.A)	- All business establishments shall be retail or service establishments dealing			<b>Please clarify and add notes to the plan</b>

Item	Required Code	Proposed	Meets Code	Comments
	directly with customers. All goods produced on the premises shall be sold at retail on premises.			
<b>Business within enclosed building</b> (Sec. 3.10.1.B)	- All business, servicing or processing, except for off-street parking, loading/ unloading shall be conducted within completely enclosed buildings.			<b>Please clarify and add notes to the plan</b>
<b>Sidewalks and Pathways</b>				
<b>ARTICLE XI. OFF-ROAD NON-MOTORIZED FACILITIES</b> Sec. 11-256. Requirement. (c) & Sub. Ord. Sec. 4.05,	- A 6' -10' wide sidewalk shall be constructed along all arterial and collector roads except in industrial districts - All pedestrian safety paths shall be concrete and four (4) in. thick except residential driveway crossings which shall be six (6) in. thick, and industrial/commercial driveway crossings which shall be eight (8) in. thick.	The subject site is already developed	NA	
<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		Yes	
<b>Other Requirements</b>				
<b>Exterior Lighting</b> (Sec.5.7)	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	Photometric plan not provided.	No	<u>A lighting plan is required prior to final site plan approval</u>

Item	Required Code	Proposed	Meets Code	Comments
<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	
<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).	Some dimensions are missing	No	
<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)	Information not provided	No	<b>Provide the required information with revised submittal or prior to scheduled Planning Commission meeting</b>
<b>Development and Street Names</b>	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Existing development	NA	<u>Contact Richelle Leskun at 248-347-0475 to schedule a meeting with the Committee</u>
<b>Development/ Business Sign</b>	- Signage if proposed requires a permit. - Exterior Signage is not regulated by the Planning Division or Planning Commission.	The site plan indicates a new sign	NA	<u>For sign permit information contact Jeannie Niland 248-347-0438.</u>

**NOTES:**

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

## ENGINEERING REVIEW



## PLAN REVIEW CENTER REPORT

12/29/2016

### Engineering Review

Novi Plaza Façade  
JSP15-0040

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#### **Applicant**

NOVI MEADOWBROOK CORNERS, LLC

#### **Review Type**

Revised Preliminary Site Plan

#### **Property Characteristics**

- Site Location: S. of 10 Mile Rd. and W. of Meadowbrook Rd.
- Site Size: 1.6 acres
- Plan Date: 12/06/16
- Design Engineer: Scott Monohnik & Associates

#### **Project Summary**

- Construction of 4 landscape islands in the existing parking lot.

#### **Recommendation**

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

#### **Comments:**

The Preliminary Site Plan does not meet the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and/or the Engineering Design Manual. The following items must be addressed prior to resubmittal:

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

##### General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. Provide a minimum of two ties to established section or quarter section corners.
3. Revise the plan set to reference at least one city established benchmark. An interactive map of the City's established survey benchmarks can be found under the 'Map Gallery' tab on [www.cityofnovi.org](http://www.cityofnovi.org).
4. Provide a note stating the size of the disturbed area.

5. Provide radii of proposed landscape islands.
6. Provide details showing there is adequate turning area for fire trucks and large trucks with the addition of the landscape islands.

Storm Water Management Plan

7. Provide calculations showing the net change in impervious area.

Paving & Grading

8. Provide a cross-section for the proposed curb and gutter.
9. Provide a cross-section for any parking lot paving.
10. Provide proposed grades for the top of curb and gutter for the landscape islands.

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

11. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

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

12. An on-site pre-construction meeting shall be required at the start of any site work. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
13. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
14. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
15. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
16. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

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 Darcy Rechten at (248) 735-5695 with any questions.

  
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cc: Theresa Bridges, Engineering  
George Melistas, Engineering  
Sri Komaragiri, Community Development  
Tina Glenn, Treasurers  
Kristen Pace, Treasurers  
Ben Croy, Water and Sewer

## LANDSCAPE REVIEW



# PLAN REVIEW CENTER REPORT

December 19, 2016

## Revised Preliminary Site Plan - Landscaping

### Novi Plaza Facade

#### Review Type

Revised Preliminary Site Plan Landscape Review

#### Property Characteristics

- Site Location: 41431/41563 10 Mile Road
- Site Acreage: 1.6 acres
- Site Zoning: B1
- Adjacent Zoning: North – B3, East – B3 and B1, South and West – R-4
- Plan Date: 12/6/2016

#### Ordinance Considerations

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

**As this is an existing site with only incremental changes being proposed, the applicant is not being asked to comply with all of the landscape ordinance requirements. The additions requested below are intended to improve the appearance of the site and provide some shading of the paved parking area.**

#### Recommendation

This project is **recommended for approval** provided that the bold items below are addressed satisfactorily.

#### Requested Additions

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

1. Based on the vehicular use areas, approximately 10 canopy trees would be required within the parking area. Instead we asked that the applicant plant seven (7) canopy trees within the new landscape islands (2 per island except for the island with the relocated sign). Those trees are provided on the new plan. **Please identify the species of the trees to be planted. They are to be deciduous canopy species with a mature canopy width of at least 20 feet.**
2. **The islands should have a lawn groundcover, not rock or mulch. Please indicate whether sod or seed are to be planted.**

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

1. There are 3 large canopy trees along the western property line, on the adjacent property, and 1 tree along the eastern property line, also on adjacent property, where paving up to the property line on either side does not allow the addition of more trees.
2. No additional trees are requested unless the parking lot is reconfigured.

Street trees

There is insufficient room between the existing sidewalk and paving of 10 Mile Road to allow long-term survival of street trees, so none is provided.

Plant List, Planting Notations and Details (LDM 2.h. and t.)

**Please provide a tree planting detail and a plant list showing the tree species to be planted.**

Together with the requested trees, the project should create a much-improved look for the plaza.

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



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Rick Meader – Landscape Architect

FACADE REVIEW



December 30, 2016

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

*Façade Review Status Summary:*  
**Approved – Section 9 Waiver Recommended**

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE – Final Site Plan Review  
**Novi Plaza, PSP16-0192**  
 Façade Region: 1, Zoning District: B-1

Dear Ms. McBeth:

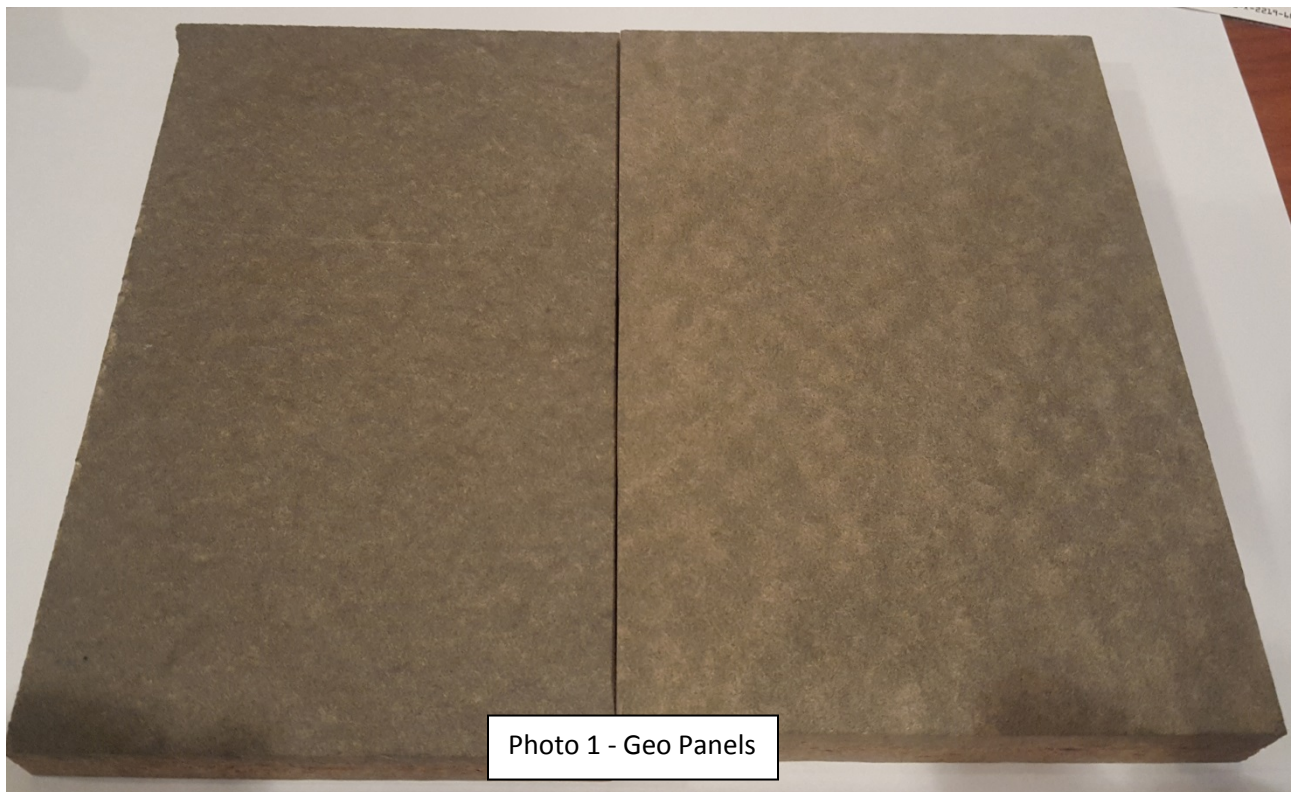
The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project. This review is based on the drawings prepared by Scott Monchnik & Associates Architects, dated 12/6/16. The percentages of materials proposed for each façade are as shown below. Materials that are not in compliance with the Ordinance Section 5.15, if any, are shown on bold. The façade material sample board required by Section 5.15.4.D of the Ordinance was not provided at the time of this review.

	North (Front)	East	West	South	Façade Ordinance Section 2520 Maximum (Minimum)
Brick	<b>19%</b>	0%	0%	N/A	100% (30% Min.)
"Geo Panels" (Treated as GFRC)	16%	13%	13%	N/A	25%
Spandrel Glass	16%	0%	0%	N/A	50%
Cultured Stone	25%	0%	0%	N/A	50%
Painted CMU (existing, to be repainted)	0%	<b>65%</b>	<b>65%</b>	N/A	50%
EIFS	24%	22%	22%	N/A	25%

This application is considered a façade alteration as regulated by Section 5.15.6 of the Ordinance. As shown above the minimum percentage of **Brick** is not provided on all facades and the amount of **Painted CMU** exceeds the maximum amount allowed by the Ordinance on the east, west and south facades. A section 9 Waiver would be required for these deviations.

The proposed design includes the extension of the buildings parapets from 4' to 12' above the existing roof line on the front (north) façade and 4' above the existing roof line on the east and west facades. This will screen the extensive amount of unsightly roof-top equipment existing on the building and significantly improve the overall appearance of the building as viewed from 10-Mile Road. Drawings of the south elevation were not provided. The lower portion of south façade is substantially screen by an existing decorative fence and evergreen plantings. However, the roof-top equipment is visible on the south façade, albeit to a lesser degree that the other facades. The applicant should therefore consider adding screening of the roof top equipment on the south façade. The areas of CMU on the east and west facades represent existing materials that are incorporated into the overall design in an aesthetic manner.

The “Geo Board 4 x 4 Panels” material has been treated as Glass Fiber Reinforced Concrete (GFRC) for this review as this material has similar visual properties. A photograph of this material was provided by the applicant (Photo 1). The applicant has indicated that the “Cultured Stone” will be as manufactured by Stone Works 43” x 8” x 1 3/4” panels, or equal (Photo 2).



## StoneWorks Faux Stone Siding - Slate Stone

43"x8 1/4"x1 3/4" Panel / Smoky Ridge

Sold by: BuildDirect

★★★★★ 3 reviews | SKU: 10104817

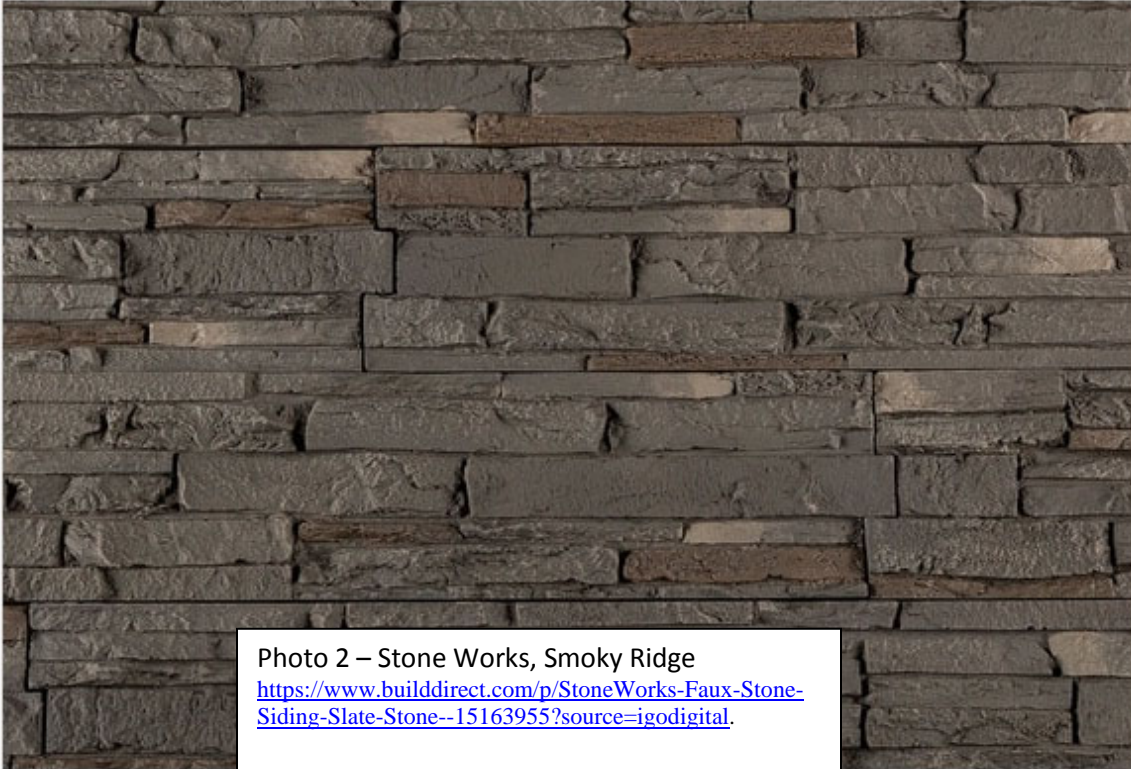



Photo 2 – Stone Works, Smoky Ridge  
<https://www.builddirect.com/p/StoneWorks-Faux-Stone-Siding-Slate-Stone--15163955?source=igodigital>.

**Recommendation** – For the reasons stated above it is our recommendation that the proposed design is consistent with the intent and purpose of the Façade Ordinance and that a Section 9 Waiver be granted for the underage of Brick and overage of Painted CMU. Our recommendation is contingent upon the applicant providing the sample board clarifying the exact type and color of all proposed façade materials not less than 5 days prior to the Planning Commission meeting. Also, revised drawings should be provided coordinating the façade changes recently proposed by the restaurant user located at the east end of the center under a separate application.

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

Sincerely,  
DRN & Associates, Architects PC



Douglas R. Necci, AIA



**FIRE REVIEW**



December 20, 2016

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

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Gwen Markham

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Brian Burke

**City Manager**  
Pete Auger

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

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

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

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

RE: Novi Plaza

PSP# 16-0192

**Project Description:**  
Façade Remodel.

**Comments:**  
Meets Fire Department standards.

**Recommendation:**  
APPROVAL

Sincerely,

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

cc: file

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

cityofnovi.org

RESPONSE LETTER

# SCOTT MONCHNIK & ASSOCIATES, INC.

1700 Stutz Drive, Suite 104-B Troy, Michigan 48084  
ph # 248-654-1010 fax # 248-654-3002 e-mail: scott@smaarch.com

January 30, 2017

City of Novi  
45175 Ten Mile Road  
Novi, Michigan 48375

RE: Novi Plaza  
Facade Remodeling  
Novi, Michigan

We have gone over the review letters from the different departments and we agree with their comments.

We will provide the additional information the Planning Department has requested.

We agree with the recommendation for approval from DRN Associates.

Sincerely,



Scott Monchnik A.I.A.  
President