



## SPEEDWAY #2224 JSP17-63

**SPEEDWAY #2224 JSP 17-63**

Consideration at the request of McBride Dale Clarion for Preliminary Site Plan and Storm Water Management Plan approval for a new Speedway gas station facility. The subject property is approximately 2.03 acres and is located on the southwest corner of 14 Mile Road and Haggerty Road (Section 1). The parcel is zoned B-3 with a Planned Rezoning Overlay. The applicant is proposing to demolish the existing gas station and replace it with a larger convenience store with an outdoor seating area, 8 double-sided fuel dispensers, associated parking and storm water detention pond.

**Required Action**

Approve or deny the Preliminary Site Plan and Storm Water Management plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	5-22-19	<ul style="list-style-type: none"> <li>• <b>City Council approved the PRO Agreement and Concept Plan on February 25, 2019</b></li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Engineering	Approval recommended	5-21-19	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Landscaping	Approval recommended	5-15-19	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Wetlands	Not applicable		
Woodlands	Not applicable		
Traffic	Approval recommended	5-22-19	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Traffic Study	<b>Approval not recommended</b>	8-14-18	<ul style="list-style-type: none"> <li>• Insufficient information provided for the traffic impact study; Further information requested at the time of Final Site Plan.</li> </ul>
Façade	Approval recommended	9-7-18	<ul style="list-style-type: none"> <li>• No changes proposed since previous review</li> </ul>
Fire	Approval recommended	5-6-19	Meets Fire Department standards

## **MOTION SHEET**

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

In the matter of Speedway #2224 JSP17-63, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. Revised submittal of the Traffic Impact Study to adequately address the comments in the traffic consultant's review letter at the time of Final Site Plan;
- b. The findings of compliance with Ordinance standards in the staff and consultant review letters and the remaining items listed in those letters being addressed on the Final Site Plan, and subject to the terms and conditions of the PRO Agreement; and
- c. *(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 Speedway #2224 JSP17-63, motion to **approve** the Stormwater Management Plan based on and subject to the following:

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

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

**-OR**

### **Denial – Preliminary Site Plan**

In the matter of Speedway #2224 JSP17-63, motion to 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 Speedway #2224 JSP17-63, 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.)*

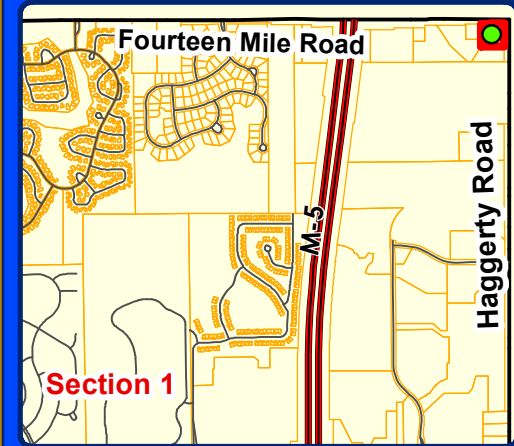
MAPS  
Location  
Zoning  
Future Land Use  
Natural Features

---




# SPEEDWAY #2224 PRO: JSP17-63

## 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: Lindsay Bell  
Date: 09/05/2018  
Project: SPEEDWAY PRO JSP17-63  
Version #: 1



1 inch = 250 feet



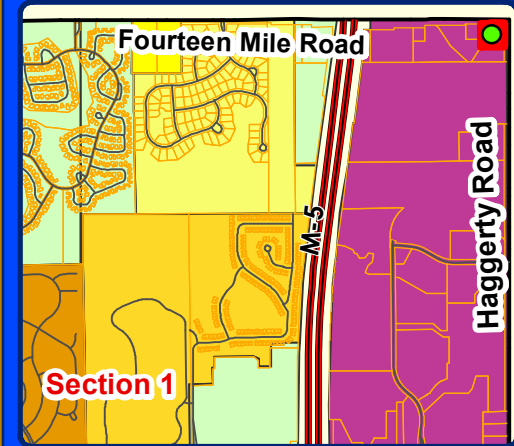
### MAP INTERPRETATION NOTICE

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



# SPEEDWAY #2224 PRO: JSP17-63

## ZONING



**LEGEND**

- R-A: Residential Acreage
- R-2: One-Family Residential
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- MH: Mobile Home District
- B-3: General Business District
- OST: Office Service Technology
- Subject Property

**CITY OF**  
  
**NOVI**  
cityofnovi.org

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

Map Author: Lindsay Bell  
Date: 09/05/2018  
Project: SPEEDWAY PRO JSP17-63  
Version #: 1

0 55 110 220 330 Feet  
1 inch = 250 feet

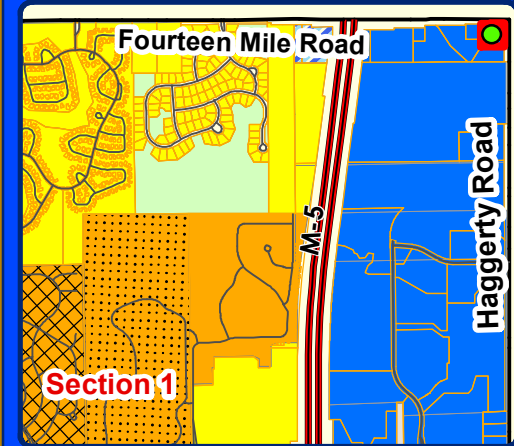
**MAP INTERPRETATION NOTICE**

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



# SPEEDWAY #2224 PRO: JSP17-63

## FUTURE LAND USE



### LEGEND

#### FUTURE LAND USE

- Single Family
- Multiple Family
- PD1
- Mobile Home Park
- Community Office
- Office RD Tech
- Private Park
- Utility
- 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: Lindsay Bell  
Date: 09/05/2018  
Project: SPEEDWAY PRO JSP17-63  
Version #: 1



1 inch = 250 feet



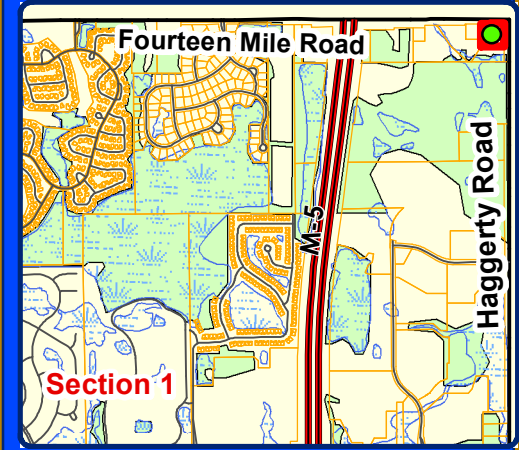
### MAP INTERPRETATION NOTICE

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



# SPEEDWAY #2224 PRO: JSP17-63

## 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: Lindsay Bell  
Date: 09/05/2018  
Project: SPEEDWAY PRO JSP17-63  
Version #: 1

0 55 110 220 330 Feet  
1 inch = 250 feet



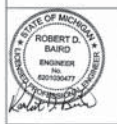
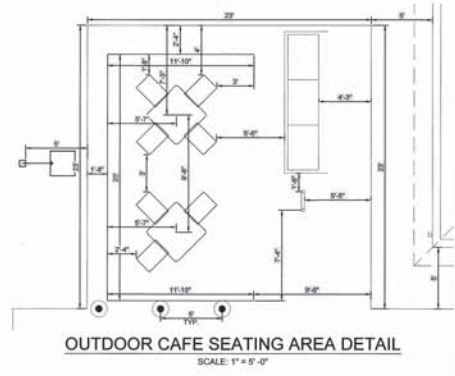
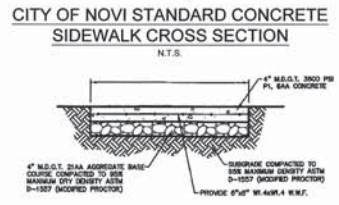
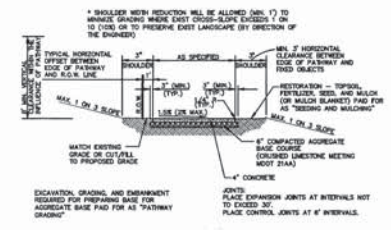
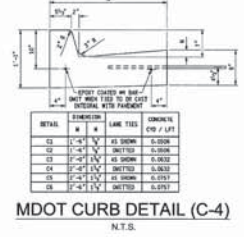
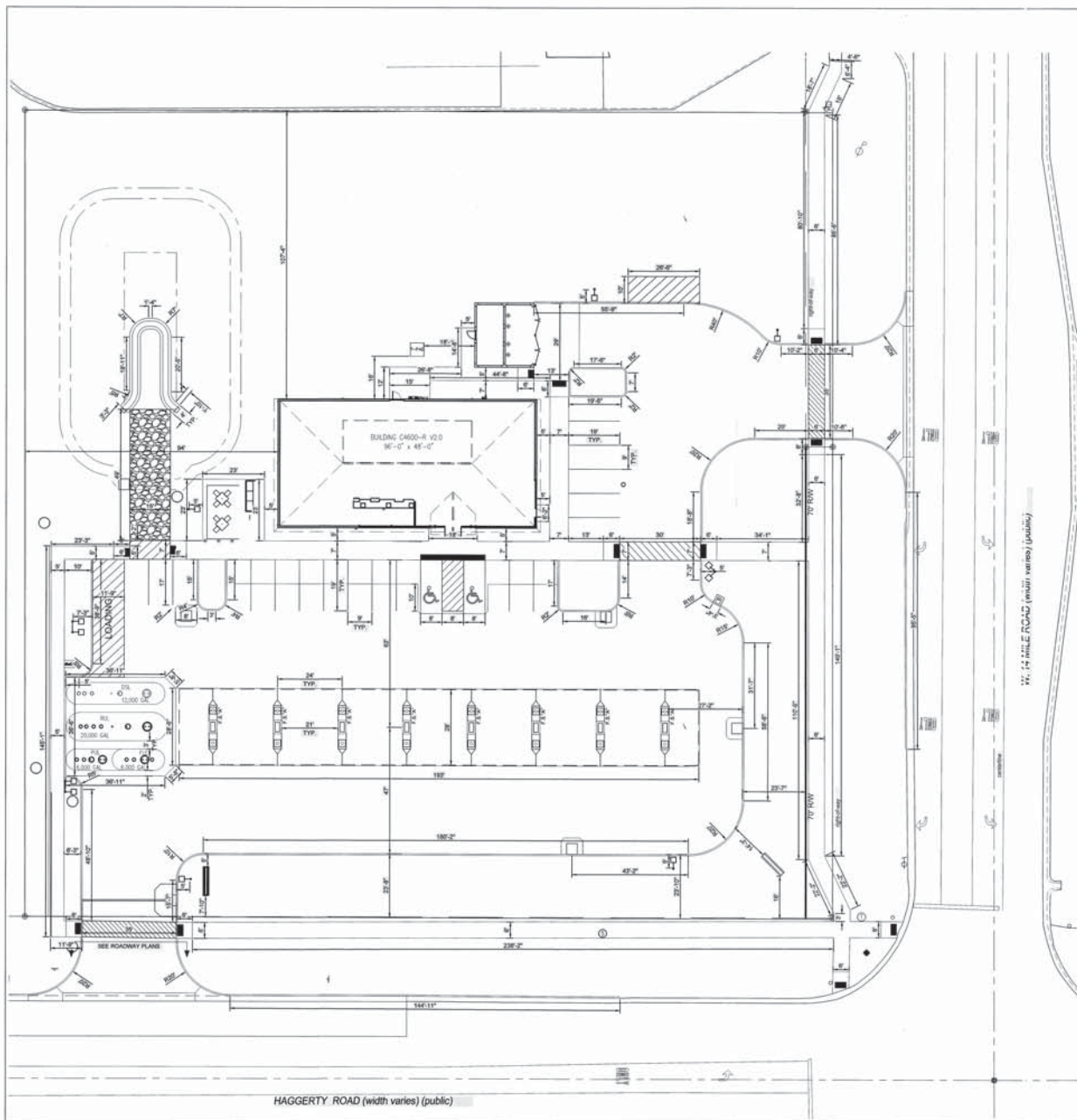
**MAP INTERPRETATION NOTICE**

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



**SITE PLAN**

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



**Speedway**  
Speedway Construction Dept.  
Eng'n, OH 10/2010

NO.	DESCRIPTION	DATE
1	1. UPDATED PER CITY AND COUNTY COMMENTS	
2	2. UPDATED PER CITY AND COUNTY COMMENTS	

**PLOT PLAN DETAILS**  
**REBUILD**  
3127S HAGGERTY ROAD  
OAKLAND COUNTY  
NOVI, MI

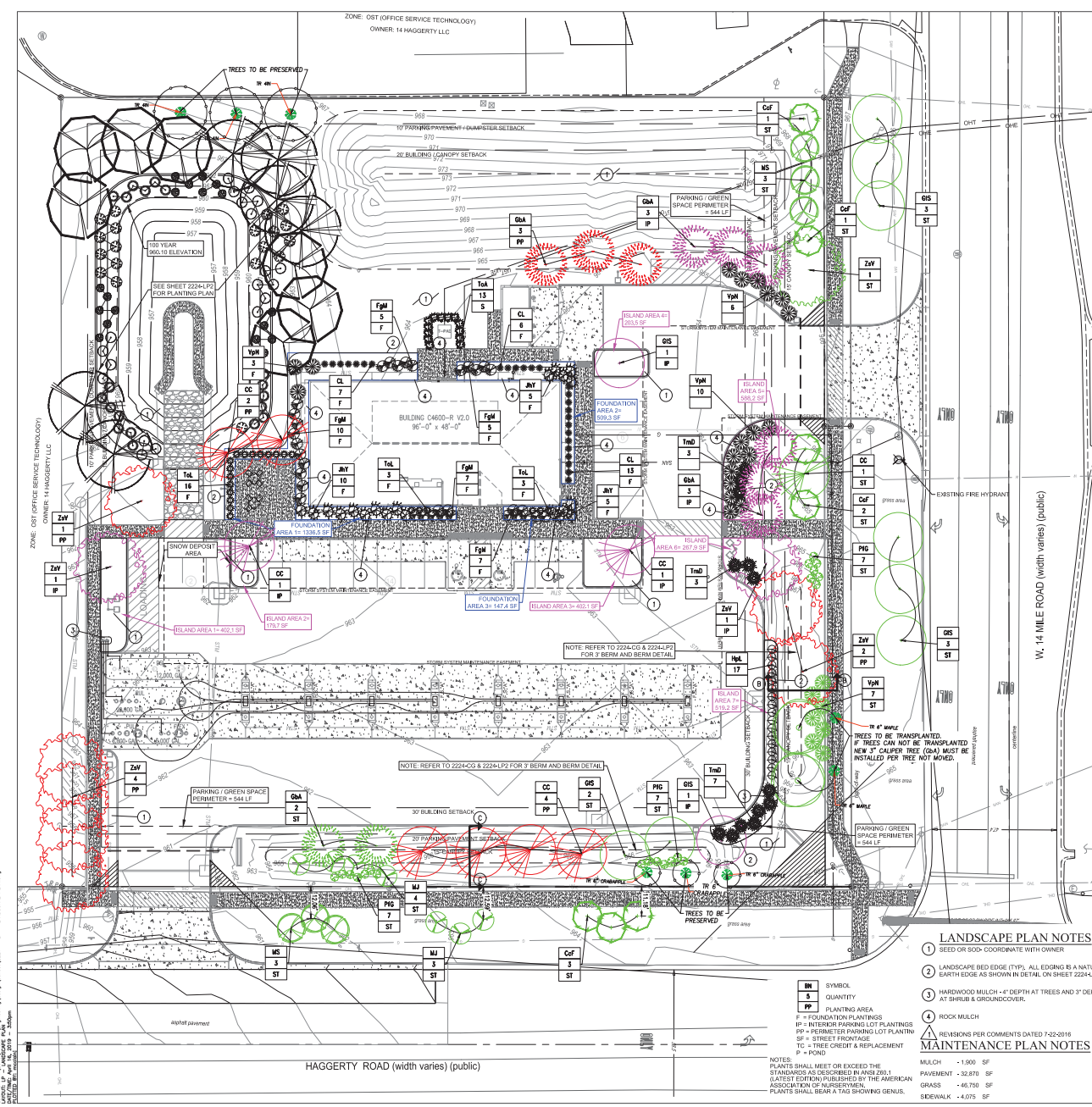
STORE NO: **0002224**  
PROJECT ID: **95505**  
SCALE: 1" = 5'-0"

NOTE: AS AN AID TO THE CONTRACTOR, VARIOUS UTILITIES AND UNDERGROUND STRUCTURES ARE SHOWN ON THESE PLANS AND PROFILES. ALL INFORMATION CONCERNING ALL UTILITIES SHOWN ON THE PLANS AND PROFILES IS TAKEN FROM FIELD TOPOG AND/OR AVAILABLE RECORDS, BUT THE OWNER AND ENGINEER DO NOT GUARANTEE THEIR LOCATION, DEPTH, OR THAT ADDITIONAL UNDERGROUND STRUCTURES OR UTILITIES MAY NOT BE ENCOUNTERED. IF THE CONTRACTOR DOES ENCOUNTER A PRESUMABLY UNKNOWN UTILITY AND/OR STRUCTURE, OR DETERMINES THAT ONE OF THE UTILITIES/STRUCTURES SHOWN ON THESE PLANS IS INCORRECTLY LOCATED, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER AND ENGINEER FOR DIRECTION ON HOW TO PROCEED. THE CONTRACTOR WILL BE RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES.

**MICHIGAN 811**  
BEFORE YOU DIG  
CALL MISS DIG  
1-800-482-1111

DESIGN TEAM	DATE
DESIGNED BY: R. THORNTON	08/14/17
CHECKED BY: R. BAIRD	08/14/17
DESIGNED BY: M. MOJIBIAN	08/14/17

**2224 - CS1**

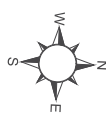
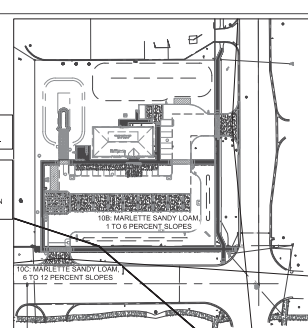


**LANDSCAPE ARCHITECT CONTACT INFORMATION**  
 ERIC CARTER, RLA  
 WEHE ENGINEERS  
 1000 N COLLEGE AVE  
 INDIANAPOLIS, IN 46203  
 317-466621 OFFICE, 317-432-1039 CELL

**NOTE**  
 PLANT MATERIALS SHALL NOT BE PLANTED WITHIN 4 FEET OF THE PROPERTY LINE.

**NOTE**  
 SEE SHEET 2224-LP1 FOR GENERAL NOTES.

**NOTE**  
 SEE SHEET 2224-EX FOR EXISTING TREES SURVEY, TREES TO BE REMOVED, REMAIN AND TREE REPLACEMENT CALCULATION ON SHEETS 2224-EX AND 2224-LP1.



**Speedway**  
 Landscape Architecture  
 3175 Haggerty Road  
 Oakland County, MI 48867  
 248-462-1111  
 www.speedwaylandscape.com

PLANT SCHEDULE									
PLAN KEY	BOTANICAL NAME	COMMON NAME	SIZE	QUANTITY	SOIL CONDITION	GENUS %	SPECIAL SPECIES %	SPECIAL INSTRUCTIONS	MATURE SIZE
<b>CANOPY DECIDUOUS TREES</b>									
CC	CARPANUS CAROLINIANA	AMERICAN HORSEBEECH	3" 9" X	9	X	12%	12%	X	30T x 35W
GS	GLEDITSIA TRACANTHOSINERMS SKYCOLE	SKYLARK HONEYLOCUST	3" 10" X	3	X	13%	13%	X	45T x 35W
GBA	GINKGO BILOBA AUTUMN GOLD	AUTUMN GOLD GINKGO	3" 11" X	3	X	13%	13%	X	50T x 30W
ZAV	ZELKOVA SERRATA VILLAGE GREEN	VILLAGE GREEN ZELKOVA	3" 10" X	3	X	14%	14%	X	60T x 50W
<b>ORNAMENTAL UNDERSTORY TREES</b>									
Cof	CERCIS CANADENSIS FLAME	FLAME EASTERN REDBUD	2 1/2" 7" X	7	X	10%	10%	10-15" O.C.	25T x 20W
MJ	MALUS JARMINI	MARILEE CRABAPPLE	2 1/2" 7" X	7	X	19%	19%	10-15" O.C.	24T x 10W
MS	MALUS SPRING SNOW	SPRING SNOW CRABAPPLE	2 1/2" 6" X	6	X	19%	19%	10-15" O.C.	25T x 20W
<b>DECIDUOUS SHRUBS</b>									
VbN	VEBURNUM Plicatum TOMENTOSUM NEWZAM	NEWPORT VIBURNUM	#3 26"	26	X			MIN 18"	57" x 6W
PIG	POTENTILLA FRUTICOSA GOLDINGER	GOLDINGER POTENTILLA	#3 21"	21	X			MIN 18"	37" x 3W
FgM	FOTHERGILLA GARDEN MY ARRY	DWARF FOTHERGILLA	#3 34"	34	X			MIN 18"	47" x 4W
H4	HYDRANGEA PANICULATA 'SMPLPG'	LITTLE QUICK FIRE HYDRANGEA	#3 17"	17	X			MIN 18"	37" x 2W
<b>EVERGREEN SHRUBS</b>									
T0A	THUJA ORIENTALIS 'BERKMAN'S GOLD'	BERKMAN'S GOLDEN GLOBE ARBORVITAE	30" 13" X	3	X			MIN 30"	57" x 4W
T0L	THUJA OCCIDENTALIS 'LITTLE GIBBY'	GLOBE ANJOUVITAE	30" 22" X	3	X			MIN 18"	47" x 4W
JRY	JUNIPERUS HORIZONTALIS 'YOUNGSTOWN JUMPER'	YOUNGSTOWN ANDORRA JUMPER	#1 20"	20	X			X	17" x 6W
Tnd	TAXUS X MEDIA 'DENSIFORMIS'	DENSE YEW	18" 13" X	3	X			MIN 18"	47" x 6W
<b>ORNAMENTAL GRASSES</b>									
CL	CHASMANTHIUM LATIFOLIUM	NORTHERN SEA OATS	18" 26" X	3	X			MIN 18"	57" x 2.5W

REQUIREMENT	REQUIRED	PROVIDED
<b>LOW STREET FRONTAGE LANDSCAPING (LFL)</b> - 1 CANOPY OR EVERGREEN TREE PER 75 LINEAR FEET (000-25/75-14 TREES) - 1 CANOPY TREE PER 40 LINEAR FEET (000-30/40-7 TREES) - 2 SHRUBS PER 40 LINEAR FEET (000-20/40-14 SHRUBS) - 1 CANOPY TREE PER 30 LINEAR FEET PLANTED BETWEEN SIDEWALK AND CURB - 2 BROADLEAF CANOPY TREES OR 3 SUBCANYOPY TREES - 200-40/50-14 CANOPY TREES OR 3 SUBCANYOPY TREES - SHRUBS ARE TO BE USED TO SCREEN PARKING AND VEHICULAR USE AREAS WHERE BERM IS PROVIDED. SCREENING CAPACITY IS TO BE 80% IN WINTER / SUMMER AT VEHICULAR HEIGHTS. SHRUBS ARE ENCOURAGED ALONG PARKING AREAS. - BERM MINIMUM OF 3" HIGH, 5' WIDE AND MAXIMUM OF 33% SLOPE.	- HAGGERTY RD (200) - 4 CANOPY OR EVERGREEN TREES - 4 CANOPY TREES - 14 SHRUBS - 4 CANOPY / 3 SUBCANYOPY TREES BETWEEN SIDEWALK AND CURB - 14 SHRUBS - 4 CANOPY OR EVERGREEN TREES W 14 MILE RD (200) - 4 CANOPY OR EVERGREEN TREES - 7 SUBCANYOPY TREES - 14 SHRUBS - 6 CANOPY / 3 SUBCANYOPY TREES BETWEEN SIDEWALK AND CURB	- HAGGERTY RD (200) - 4 CANOPY TREES & 3 TREE CRESTS - 14 SHRUBS - 3 SUBCANYOPY TREES BETWEEN SIDEWALK & CURB - 2 CANOPY & 2 TREE CRESTS - 7 SUBCANYOPY TREES - 14 SHRUBS - 6 CANOPY TREES BETWEEN SIDEWALK AND CURB
<b>PARKING AREA INTERIOR LANDSCAPING (PI)</b> - 1 TREE PER 500 SQ FT OR 15 PARKING SPACES. MINIMUM AREA OF 200 SF - A. TOTAL SF OF VEHICULAR AREA LESS THAN 50,000 SF x 7.2% (32,762 X 7.2% = 2,468 SF) - B. SF OF VEHICULAR AREA MORE THAN 50,000 SF x 1% (82 SF x 1% = 8.2 SF) - C. A + B = C (2,468 SF + 8.2 SF = 2,476 SF) - D. C / 200 = TOTAL NUMBER OF TREES REQUIRED (2,476 SF / 200 = 12)	- 13 TREES - 2,468 SF LANDSCAPED ISLAND	- 13 TREES - 2,367 SF LANDSCAPED ISLAND
<b>PARKING AREA GREEN SPACE PERIMETER LANDSCAPING (PP)</b> - 1 TREE PER 500 SQ FT OR 15 PARKING SPACES. MINIMUM AREA OF 200 SF - OTHER PROPOSED TREES WITHIN 15' OF CURB CAN BE COUNTED FOR THIS REQUIREMENT.	- 16 TREES	- 16 TREES
<b>BUILDING FOUNDATION LANDSCAPING (LF)</b> - NUMBER SQUARE FOOTAGE OF FOUNDATION LANDSCAPING SHALL BE DETERMINED BY TAKING THE PERIMETER OF THE BUILDING AND MULTIPLYING BY 5, (288-30) X 8=1982 SF - MINIMUM PLANTING BED DEPTH IS 6" - 50% OF THE BUILDING PERIMETER ALONG STREET FRONTSAGES MUST BE PLANTED WITH TREES, SHRUBS, GROUND COVERS, PERENNIALS, GRASSES, ANNUALS, AND BULBS. - TREES MUST BE GREEN SPACE ADJACENT PATIOS	- 1992 SF FOUNDATION PLANTINGS	- 1992 SF FOUNDATION PLANTINGS

**LANDSCAPE PLAN NOTES**  
 1 SEED OR SOIL COORDINATE WITH OWNER  
 2 LANDSCAPE BED EDGE (TYP). ALL EDGING IS A NATURAL EARTH EDGE AS SHOWN IN DETAIL ON SHEET 2224-LP1  
 3 HARDWOOD MULCH 4" DEPTH AT TREES AND 3" DEPTH AT SHRUBS & GROUNDCOVER.  
 4 ROCK MULCH  
 5 REVISIONS PER COMMENTS DATED 7-22-2018

**MAINTENANCE PLAN NOTES**  
 MULCH - 1,500 SF  
 PAVEMENT - 32,870 SF  
 GRASS - 46,730 SF  
 SIDEWALK - 4,075 SF

**LEGEND**  
 SITE TRIANGLE  
 TREE  
 PROTECTION FENCE SEE SHEET 2224-LP1 FOR DETAIL

**LANDSCAPE PLAN REBUILD**  
 3175 HAGGERTY ROAD  
 OAKLAND COUNTY  
 NOV, MI

STORE OR 0002224  
 VERSION OR 95505  
 SCALE 1" = 20'-0"

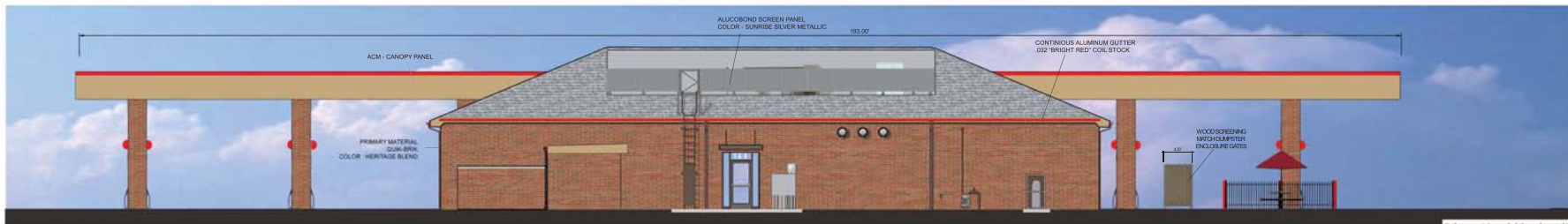
**MICHIGAN 811**  
 3 WORKING DAYS BEFORE YOU DIG  
 CALL MISS DIG 1-800-462-1111

DATE: 8/1/20  
 DRAWN BY: A. Sait  
 CHECKED BY: R. Roosen  
 SHEET: 2224 - LP

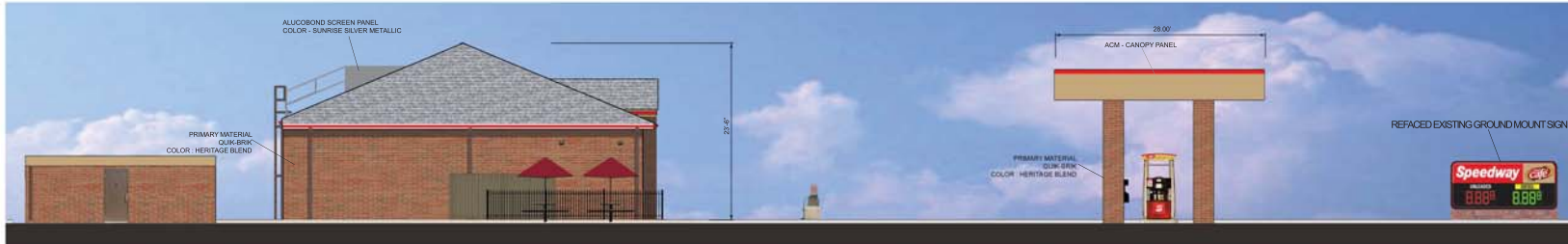




**FRONT ELEVATION**



**REAR ELEVATION**



**LEFT ELEVATION**



**RIGHT ELEVATION**

Primary Material Breakout (Canopy)		
Elevation	Square Footage	Percentage
Front Elevation		
ACM Panel (Tan)	482	55.13%
ACM Panel (Red stripe)	72.375	8.28%
Brick Column wrap	320	36.60%
Total	874.375	100.00%
Rear Elevation		
ACM Panel (white)	482	55.13%
ACM Panel (Red stripe)	72.375	8.28%
Brick Column wrap	320	36.60%
Total	874.375	100.00%
Left Elevation		
ACM Panel (white)	70	43.61%
ACM Panel (Red stripe)	10.5	6.54%
Brick Column wrap	80	49.84%
Total	160.5	100.00%
Right Elevation		
ACM Panel (white)	70	43.61%
ACM Panel (Red stripe)	10.5	6.54%
Brick Column wrap	80	49.84%
Total	160.5	100.00%
Primary Material Breakout (Building)		
Elevation	Square Footage	Percentage
Front Elevation		
Brick	723	63.95%
Glass store front	431	37.41%
Total	1152	100.00%
Rear Elevation		
Brick	1110	96.35%
Glass Store Front	42	3.65%
Total	1152	100.00%
Left Elevation		
Brick	551.5	95.75%
Glass Store Front	24.5	4.25%
Total	576	100.00%
Right Elevation		
Brick	454	78.82%
Egress door	122	21.18%
Total	576	100.00%



**BUILDING ELEVATIONS**  
**REBUILD**  
 31275 HAGGERTY ROAD  
 CANADIAN LAKE COUNTY  
 NOV, MI

DATE	2224
VERSION OR PROJECT ID	95505
SCALE	1/8" = 1'-0"
DESIGN TEAM	
DATE	
DRW. STORENUMBER	
BY	
DATE	
2224-ELE	

2024.11.14 10:00 AM  
 2024.11.14 10:00 AM  
 2024.11.14 10:00 AM

## PLANNING REVIEW

---



## PLAN REVIEW CENTER REPORT

May 22, 2019

### Planning Review

Speedway at 14 Mile & Haggerty  
JSP17-63

#### PETITIONER

McBride Dale Clarion

#### REVIEW TYPE

Preliminary Site Plan

#### PROPERTY CHARACTERISTICS

- Site Location: Southwest corner of 14 Mile Rd. and Haggerty Rd. (Section 1)
- Site Zoning: B-3 General Business subject to PRO Agreement
- Adjoining Zoning: North: Commercial (Commerce Charter Township);  
Northeast: Commercial (West Bloomfield Township);  
East: Commercial (Farmington Hills);  
South: OST  
West: OST
- Current Site Use: Speedway Gas Station and Convenience Store & Undeveloped
- Adjoining Uses: North: Shopping plaza;  
Northeast: Shopping Plaza;  
East: CVS, Shopping plaza;  
South: Undeveloped  
West: Flagstar Bank and Office plaza
- School District: Walled Lake Consolidated School District
- Site Size: 2.03 Acres

#### PROJECT SUMMARY

The petitioner received approval for a Zoning Map amendment of a 2.03 acre property on the west of Haggerty Road and south of 14 Mile Road (Section 1) from OST (Office Service Technology) & B-3 (General Business) to B-3 (General Business) utilizing the Planned Rezoning Overlay (PRO) option. The proposed Site Plan rebuild of the Speedway gas station and convenience store on a larger site. This will allow the applicant to update and rebuild the whole site.

The applicant intends to construct Speedway's "café style" store at this location. The café designation requires the construction of a larger convenience store and includes an outdoor seating area. The applicant has proposed a 4,608 sq. ft. convenience store and 5,400 sq. ft. fuel canopy over 8 double-sided fuel dispensers. This will include razing the 2,417 sq. ft. existing building and 6 double-sided fuel dispensers.

As part of the proposed redevelopment, existing driveways will be shifted away from the intersection and aligned with the driveways across 14 Mile Road and Haggerty Road. As part of the PRO Agreement, Speedway will dedicate approximately 10 feet of ROW along 14 Mile Road, build a missing off-site segment of sidewalk along 14 Mile Road, and provide a "Welcome to Novi" sign on their property. There will be an above-ground detention basin in the southwest corner of the enlarged property. The applicant is not proposing the sale of alcohol at this location.



The PRO option creates a “floating district” with a conceptual plan attached to the rezoning of a parcel. As part of the PRO, the underlying zoning is proposed to be changed (in this case from OST to B-3) and the applicant enters into a PRO agreement with the City, whereby the City and the applicant agree to tentative approval of a conceptual plan for development of the site. Following final approval of the PRO concept plan and PRO agreement, the applicant will submit for Preliminary and Final Site Plan approval under standard site plan review procedures. The PRO runs with the land, so future owners, successors, or assignees are bound by the terms of the agreement, absent modification by the City of Novi. If the development has not begun within two (2) years, the rezoning and PRO concept plan expires and the agreement becomes void.

## RECOMMENDATION

---

**Approval of the *Preliminary Site Plan* is recommended.** The plan mostly conforms to the requirements of the Zoning Ordinance, with a few deviations that were approved by City Council as part of PRO Agreement approval. **Planning Commission’s approval of Preliminary Site Plan, and Storm Water Management Plan approval is required.**

## PRO OPTION

---

The PRO option creates a “floating district” with a conceptual plan attached to the rezoning of a parcel. As part of the PRO, the underlying zoning has been changed (in this case from B-3 and R-4 to RM-2) and the applicant enters into a PRO agreement with the City, whereby the City and the applicant agree to tentative approval of a conceptual plan for development of the site. Following final approval of the PRO concept plan and PRO agreement, the applicant submits for Preliminary and Final Site Plan approval under standard site plan review procedures. The PRO runs with the land, so future owners, successors, or assignees are bound by the terms of the agreement, absent modification by the City of Novi. If the development has not begun within two years, the rezoning and PRO concept plan expires and the agreement becomes void.

## PROJECT REVIEW HISTORY

---

Action summaries from all the public meetings listed below are provided in the attachment.

- On November 08, 2017, the Planning Commission held a public hearing on the PRO Concept Plan and postponed making a recommendation to the City Council in order to allow the applicant time to work with staff on the proposed driveways and deceleration lanes.
- On September 12, 2018, the Planning Commission held a public hearing on a revised PRO Concept Plan and Zoning Map Amendment 18.720 and recommended approval to the City Council.
- On October 8, 2018, the City Council granted tentative approval of Zoning Map Amendment 18.720 and PRO Concept Plan and directed the City attorney to prepare a PRO Agreement.
- On January 8, 2019, the City Council approved Zoning Map Amendment 18.720 with Amended and Restated PRO Agreement and corresponding PRO Plan.

## 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, as well as the approved PRO Agreement. **Please see the attached charts for information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of the stamping set submittal.

1. Lighting Plan (Section 5.7): The lighting plan provided (dated 7/11/16) shows an old site plan layout and requires updates. The average to minimum light level of the surface being lit to the lowest light of the surface being lit is not to exceed 4:1 ratio. **Provide missing photometric data**

**around the canopy and adjust lighting levels as necessary to meet the requirements. Address other comments regarding lighting from the Planning Chart.**

2. Alta Survey: Include an Alta Survey and current legal description of the property in the Plan Set.
3. Deviations: Include the list of deviations approved in the PRO Agreement in the plan set.
4. Operating Authorities: On the Cover Sheet, the list of operating authorities for various utility providers requires updates. **The names listed as contacts for Water, Sanitary and Storm Water for the City of Novi are no longer valid. Other contacts should be verified as well.**
5. Rezoning Traffic Impact Study: The review of the RTIS dated 8/14/18 indicated the study did not include all of the required information. A revised RTIS was to be provided for review. Please refer to AECOM's review letter and address the outstanding items in order to gain approval of this document.

### MAJOR CONDITIONS OF PLANNED REZONING OVERLAY AGREEMENT

Some selected conditions that are part of the PRO Agreement are included below. Please refer to the PRO.

The applicant is required to submit a conceptual plan and a list of terms that they are willing to include with the PRO agreement. The applicant has submitted a conceptual plan showing the general layout of the rebuilt convenience store and fuel station, detention pond, and landscaping. The applicant has provided a narrative describing the proposed benefits to the public.

1. Install a "Welcome to Novi" sign along the Haggerty Road property line.
2. Dedicate 10 feet of Right of Way along 14 Mile Road.
3. Redevelop the site with a building and canopy that is architecturally consistent with current zoning regulations.
4. Pedestrian access is improved: (a) Sidewalks will be extended the length of the expanded property and will close gaps in the sidewalk system, (b) an approximately 18 foot section of missing off-site sidewalk west of the development would be constructed, and (c) sidewalk connections from the convenience store to 14 Mile Road and Haggerty Road are provided.
5. Safety improvements: (a) relocation of driveway away from 14 Mile and Haggerty intersection and to align with opposing driveway and (b) on-site circulation and visibility with new canopy.

### ORDINANCE DEVIATIONS

The following deviations from the standards of the zoning ordinance are hereby authorized pursuant to §7.13.D.i.c (2) of the City's Zoning Ordinance.

- a. Planning deviation from Section 4.29 to forgo the required noise impact statement for this project because the proposed use is the same as the existing use and no additional noise impacts are anticipated;
- b. Planning Deviation from Sec. 5.4.2 of the Zoning Ordinance for loading space size and location:
  - i. 570 square foot loading zone proposed, 940 square feet required.
  - ii. Loading zone is located in the front yard where the ordinance indicates it should be located in the interior side yard of a double-frontage lot.

- c. Section 9 Façade Waiver for the overage of Asphalt Shingles (maximum allowed 25 percent; proposed 50 percent on east, 35 percent on south, 40 percent on north) on the building.
- d. Section 9 Façade Waiver for the exceeding the percentage of flat metal panels on the fuel canopy, because the canopy consists of the maximum percentage of brick feasible due to relative proportions of the columns to fascia;
- e. Landscape deviation from Sec. 5.5.3.C of Zoning Ordinance for deficiency in parking lot landscape area (2,456 square feet required, 1,916 square feet proposed) because the applicant has agreed to widen landscape islands near the detention pond, which will lessen the deviation;
- f. Landscape deviation from Sec. 5.5.3.D for a portion of the building foundation landscaping being located away from the building;
- g. Engineering deviation to reduce the required buffer width from 25 feet to 10 feet around the proposed detention basin because modifying the location would cause the slope of the detention basin to exceed the City's requirements;
- h. Traffic deviation from opposite side driveway spacing requirement on Haggerty Road because the new driveway location has optimized site conditions and will improve safety along Haggerty Road from the existing location;
- i. Traffic deviation to allow the driveway on 14 Mile Road to be located approximately 121 feet from the neighboring driveway to the west to allow the proposed driveway to align with the opposing driveway on the north side of 14 Mile Road, which will improve safety and site distance at the intersection;
- j. Traffic deviation for the width of the driveways. The applicant is proposing 35 foot wide driveways rather than the City's standard of 30 feet to ensure the fuel delivery truck can access the site and maneuver without running over internal or external curbing or landscaping;

#### **SUMMARY OF OTHER REVIEWS:**

---

- a. Engineering Review: **Recommended for approval** with comments to be addressed in the response letter and in the Final Site Plan submittal.
- b. Landscape Review: **Recommended for approval** with comments to be addressed in the response letter and in the Final Site Plan submittal.
- c. Wetland and Woodland Reviews: It was determined at Pre-Application and again with PRO Concept Plan submittal that there are no regulated wetlands or woodlands on site. No further review is needed.
- d. Traffic Review: The Preliminary Site Plan **is recommended for Approval** with additional comments to be addressed in the Final Site Plan submittal. **Revisions of the RTIS are required.**
- e. Facade Review: The applicant provided a No-Revision Façade Affidavit indicating the façade has not changes since the previous review.
- f. Fire Review: **Recommended for Approval.**



### **NEXT STEP: PLANNING COMMISSION**

---

This Site Plan is scheduled to go before the Planning Commission for consideration on June 12, 2019. Please provide the following **no later than June 6, 2019 at noon** if you wish to keep the schedule.

1. A response letter addressing **ALL** the comments from **ALL** the review letters.
2. A PDF version of all the Site Plan drawings that were dated 4/11/19 (less than 10 MB). **NO CHANGES MADE.**
3. A color rendering of the Site Plan, if any.

### **FINAL SITE PLAN SUBMITTAL**

---

After receiving the Preliminary Site Plan approval from the Planning Commission, please submit the following for Final Site Plan review and approval:

1. Seven copies of Final Site Plan addressing all comments from Preliminary review
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. Engineering Cost Estimate
6. Landscape Cost Estimate
7. [Other Agency Checklist](#)
8. [Hazardous Materials Packet](#) (Non-residential developments)
9. [Non-Domestic User Survey](#) (Non-residential developments)
10. Legal Documents as required
11. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

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

---

After receiving Final Site Plan approval, please submit the following for Electronic stamping set approval:

1. Plans addressing the comments in all of the staff and consultant review letters in PDF format.
2. Response letter addressing all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

### **STAMPING SET APPROVAL**

---

Stamping sets are still required for this project. After having received all of 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 original signature and original seals,** to the Community Development Department for final Stamping Set approval.

### **PRE-CONSTRUCTION MEETING**

---

**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 recommended you contact Sarah Marchioni [248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)] in the Community Development Department once you receive Final Site Plan approval. Any questions regarding the Pre-Con should be directed to Sarah.

### **SIGNAGE**

---

Exterior Signage is not regulated by the Planning Division or Planning Commission. Sign permit applications that relate to construction of a new building or an addition to an existing building may be submitted, reviewed, and approved as part of a site plan application. Proposed signs shall be

shown on the preliminary site plan. Alternatively, an applicant may choose to submit a sign application to the Building Official for administrative review. Following preliminary site plan approval, any application to amend a sign permit or for a new or additional sign shall be submitted to the Building Official. Please contact the Ordinance Division 248.735.5678 for information regarding sign permits.

#### **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.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or [lbell@cityofnovi.org](mailto:lbell@cityofnovi.org).



---

Lindsay Bell – Planner



## PLANNING REVIEW CHART: B-3 General Business District

**Review Date:** May 22, 2019  
**Review Type:** Preliminary Site Plan  
**Project Name:** Speedway at 14 Mile and Haggerty  
**Plan Date:** 4.11.19  
**Prepared by:** Lindsay Bell, Planner  
**Contact:** E-mail: lbell@cityofnovi.org Phone: 248.347.0484

Items in **Bold** need to be addressed by the applicant prior to the approval of the Preliminary Site Plan. Items underlined need to be addressed prior to the approval of the Final Site Plan.

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted July 26, 2017)</i>	Office Research Development Technology	Fueling Station and Retail Food	Yes	
<b>Area Study</b>	The site does not fall under any special category	NA	Yes	
<b>Zoning</b> <i>(Effective Jan. 8, 2015)</i>	B-3: General Business District with PRO	B-3	Yes	PRO Rezoning was recorded 3/28/19, Liber 52681 Page 762 <b>Update "Site Data" on sheet 2224-CS to reflect current zoning is "B-3 with PRO"</b>
<b>Uses Permitted</b> <i>(Sec 3.1.12.B &amp; C)</i>	Sec 3.1.12.B Principal Uses Permitted. Sec 3.1.12.C Special Land Uses	Rebuild of fueling station with addition of retail food business	Yes	Permitted Use under B-3 Zoning and PRO Agreement
<b>Alcohol sales at gas station</b> <i>(Section 4.29)</i>	Alcohol sales permitted subject to the standards of Zoning Ordinance Section 4.29	Alcohol sales not proposed	Yes	
<b>Fueling Stations And Minor Automobile Service Establishments (Sec. 4.29)</b>				
<b>Curb Cuts for Entrances</b> <i>(Sec 4.29.1.A)</i>	Entrances shall be no closer than 100 ft. from street intersections or from adjacent residential districts	Approx. 168 ft. from intersection on 14 Mile, approx. 235 ft. from intersection on Haggerty	Yes	
<b>Minimum Site Size</b> <i>(Sec 4.29.1.B)</i>	Minimum lot area shall be 1 acre	2.03 acres	Yes	
<b>Location of</b>	- Minimize the impact on	NA	NA	



Item	Required Code	Proposed	Meets Code	Comments
<b>Fueling station</b> (Sec 4.29.1.C)	residential districts, OS-1, OSC or B-1 - Ample space for vehicles waiting for service or picked up after service - Sufficient stacking space shall be provided at the pump	NA  Stacking spaces shown on sheet CR	NA  Yes	
<b>Canopies</b> (Sec 4.29.1.D)  (Sec. 4.19.2.C.i)	- Attached canopies shall comply with building setback requirements - Detached canopies shall comply with Section 4.19: Canopies shall be 15 ft. from Right-of-way	NA  52 ft. and 39 ft. 9 inches proposed	NA  Yes	
<b>Height, bulk, density and area limitations (Sec 3.1.12)</b>				
<b>Frontage on a Public Street.</b> (Sec. 5.12)	Frontage on a Public Street is required	14 Mile and Haggerty	Yes	
<b>Minimum Zoning Lot Size</b> (Sec 3.6.2.D)	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.	2.03 acres  Minimum required is 1 acre (per section 4.29)	Yes	
<b>Open Space Area</b>	---	---	---	---
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	(Sec 3.6.2.D)		NA	
<b>Building Height</b> (Sec. 3.1.23.D)	30 ft.	23.5 ft. to peak of gas station roof, 20.5 feet to top of the canopy	Yes	
<b>Building Setbacks (Sec 3.1.23.D)</b>				
Front (east)	30 ft.	152 ft.	Yes	
Exterior Side (north)	30 ft. (Sec. 3.6.2.C)	105 ft.	Yes	
Interior Side (south)	15 ft.	94 ft.	Yes	
Rear (west)	20 ft.	107 ft., 4 in	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Parking Setback (Sec 3.1.23.D)</b>				
Front (east)	20 ft.	50 ft.	Yes	<b>Remove notes about "Pavement" setbacks - these are not used</b>
Exterior Side (north)	10 ft.	68 ft.	Yes	
Interior Side (south)	10 ft.	38 ft.	Yes	
Rear (west)	10 ft.	111 ft.	Yes	
<b>Note To District Standards (Sec 3.6.2)</b>				
<b>Exterior Side Yard Abutting a Street (Sec 3.6.2.C)</b>	All exterior side yards abutting a street shall be provided with a setback equal to the front yard setback requirement of the district in which located.	105 ft. proposed 30 ft. required	Yes	
<b>Minimum Lot Area (Sec. 3.6.2.D)</b>	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 requirements	Proposed	Yes	
<b>Off-Street Parking in Front Yard (Sec 3.6.2.E)</b>	Off-street parking shall be permitted in the front yard, except that said parking shall observe the minimum off-street parking setback requirements in Sec. 3.1 and 5.5.3	Proposed	Yes	
<b>Parking Setback from Residential District (Sec 3.6.2.L)</b>	Wherever property directly abuts or is adjacent to residentially zoned property, the minimum parking setback shall be 20 ft.	NA	NA	
<b>Wetland/ Watercourse Setback (Sec 3.6.2.M)</b>	Refer to Sec 3.6.2 for more details.	NA	NA	
<b>Parking setback screening (Sec 3.6.2.P)</b>	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is provided	Yes	<b>See landscape letter for additional details</b>
<b>Modification of parking setback requirements (Sec 3.6.2.Q)</b>	Refer to Sec 3.6.2 for more details	None proposed	NA	

Item	Required Code	Proposed	Meets Code	Comments
<b>Parking, Loading, and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b>  Fueling Station without accessory service garage (Sec.5.2.12.E)	1 space per 200 sq. ft. of usable floor area + accessory uses; 3 spaces minimum  1 per fueling station  8 fueling stations *2= 16 2609 sf UFA/200 = 13 spaces <b>29 spaces required</b>	22 spaces provided for the building, plus two at each fueling station (16).  <b>38 parking spaces proposed</b>	Yes	Applicant provided floorplan showing 2609 SF usable floor area
<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	Generally parking spaces are proposed to be 9 ft. x 19 ft. with 3 9' x 17' proposed near the loading zone  Proposed drives are at least 24 ft. wide	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	NA	NA	
<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 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	End islands proposed are not shown 3' shorter than parking stalls	No	<b>Reduce the length of the end islands to be 3' shorter than parking stalls</b>
<b>Barrier Free Spaces</b> Barrier Free Code (2012 Michigan Building Code)	- 2 barrier free parking spaces required for 26-50 parking requirement - Every 6 or fraction of six accessible parking spaces, at least one shall be van-accessible	2 van accessible spaces proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Barrier Free Space Dimensions</b> <i>Barrier Free Code (2012 Michigan Building 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 ft. wide spaces with 8 ft. wide access aisle proposed.	Yes	
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	None shown	No	Show sign locations on plans
<b>Minimum number of Bicycle Parking</b> <i>(Sec. 5.16.1)</i>	2 spaces required for fueling stations	2 spaces proposed	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>	75 ft. proposed  NA  Proposed  Part of the dining plaza	Yes  NA  Yes  Yes	
<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	6 ft. minimum proposed	Yes	
<b>Loading Spaces</b> <i>(Sec. 5.4.2)</i>	<ul style="list-style-type: none"> <li>- Loading, unloading space shall be provided in the rear yard at a ratio of 10 sq. ft. 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; location subject to approval by the City.</li> </ul>	940 sq. ft. of loading area required. 570 sq. ft. proposed  Located in the front yard	No  No	<i>Deviation approved in the PRO Agreement</i>  <i>Deviation approved in the PRO Agreement</i>

Item	Required Code	Proposed	Meets Code	Comments
<b>Dumpster</b> (Sec 4.19.2.F)	- Located in rear yard or interior side yard in case of double frontage	Proposed in the interior side yard	Yes	
	- Attached to the building OR	NA	NA	
	- No closer than 10 ft. from building if not attached	10 ft. from building	Yes	
	- Not located in parking setback	Not in setback,	Yes	
	- If no setback, then it cannot be any closer than 10 ft, from property line.	NA	NA	
- Away from Barrier free Spaces	Proposed away from barrier free	Yes		
<b>Dumpster Enclosure</b> (Sec. 21-145. (c))	- Screened from public view	Yes	Yes	
	- A wall or fence 1 ft. higher than height of refuse bin	Yes		
	- And no less than 5 ft. on three sides	Yes		
	- Posts or bumpers to protect the screening	Yes		
	- Hard surface pad.	Yes		
- Screening Materials: Masonry, wood or evergreen shrubbery	Yes Yes			
<b>Lighting and Other Equipment 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 provided	Yes	
<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	Proposed	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	Proposed	Yes	
<b>B-3 District Required Conditions (Sec 3.10.3)</b>				
<b>Outdoor Storage</b>	- No truck well, loading	No proposed service	NA	



Item	Required Code	Proposed	Meets Code	Comments
<b>of above ground storage tanks</b> (Sec 3.10.3)	dock, overhead door or other type of service bay door shall face a major thoroughfare, nor an abutting residential district. - Pedestrian exits or emergency doors are permitted on such building facades.	doors  Proposed	Yes	
<b>Sidewalk Requirements</b>				
<b>Sidewalks</b> (Sec. 7.4.2 of the Engineering Design Manual)	- A 6 ft. – 8 ft. wide sidewalk or roadside pathway shall be constructed along all arterial and collector roads except in industrial districts	6 ft. wide sidewalk connection proposed on 14 Mile, including off-site connection to existing sidewalk. Proposed sidewalk on Haggerty is 6 ft. wide.	Yes	
<b>Pedestrian Connectivity</b>	Whether the traffic circulation features within the site and location of automobile 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	Sidewalk connection to 14 Mile and Haggerty Roads provided.	Yes	
<b>Building Code and Other Design Standard Requirements</b>				
<b>Building Code</b>	Building exits must be connected to sidewalk system or parking lot.	Proposed	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).	Some details provided	No	<b>Provide parcel number and legal description on the ALTA plans and include in plan set.</b>
<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 sq. ft.), location of proposed parking and parking layout, streets and drives, and indicate sq. ft. of pavement area (indicate public or private).	Provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied)</li> </ul>	<ul style="list-style-type: none"> <li>- Redevelopment would increase jobs by 19 employees.</li> <li>- Sales volume would increase by \$5 million annually.</li> <li>- Sales tax generation \$250,000.</li> <li>- Estimated redevelopment cost is \$3.76 million.</li> </ul>	Yes	
<b>Development/ Business Sign</b>	<ul style="list-style-type: none"> <li>- Signage, if proposed, requires a permit.</li> <li>- <b>Exterior Signage is not regulated by the Planning Division or Planning Commission.</b></li> </ul>	<p>2 signs proposed; one ground and one wall</p> <p>Welcome to Novi Sign proposed on Haggerty Road.</p>	NA	<p><u>For sign permit information contact Maureen Underhill 248-735-5602.</u></p>
<b>Noise Impact Statement</b>	A noise impact statement is required subject to the standards of Section 5.14.10.B.	Not provided	<b>No</b>	<i>Deviation approved in PRO Agreement.</i>
<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	Photometric plan provided.	Yes	
<b>Lighting Plan (Sec. 5.7.A.1)</b>	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Plan dated 3/30/16	<b>No</b>	<u>Site Plan Layout on lighting plan does not reflect the layout shown in the rest of the plan set – updates required</u>
<b>Lighting Plan (Sec.5.7.A.2)</b>	<p>Specifications for all proposed &amp; existing lighting fixtures:</p> <ul style="list-style-type: none"> <li>▪ Photometric data</li> <li>▪ Fixture height</li> <li>▪ Mounting &amp; design</li> <li>▪ Glare control devices</li> <li>▪ Type &amp; color rendition of lamps</li> <li>▪ Hours of operation</li> <li>▪ Photometric plan</li> </ul>	<p>Fixture heights range from 10-17 ft. high</p> <p>The store operation is 24/7 and lighting associated with store operation from dusk to dawn.</p>	<p>Yes</p> <p><b>No</b></p> <p><b>No</b></p> <p><b>No</b></p>	<p><u>1. Symbols on lighting plans do not match those shown in Luminaire Schedule chart;</u></p> <p><u>2. Type of lamp should be shown in chart;</u></p> <p><u>3. Provide verification of glare control for area</u></p>



Item	Required Code	Proposed	Meets Code	Comments
	illustrating all light sources that impact the subject site, including spill-over information from neighboring properties			<u>lights:</u> 4. <u>Photometric data missing around canopy</u>
<b>Required Conditions</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)	17 ft. max. proposed	Yes	
<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>		<b>No</b>	Please include this <u>note on the Final Site Plan submittal</u>
<b>Required Conditions</b> (Sec.5.7.3.E)	Average to minimum light level of the surface being lit to the lowest light of the surface being lit not to exceed 4:1	Average: min. light level proposed is 4.08:1	<b>No</b>	<u>Modify the plan at the time of Final Site Plan Submittal to comply with this standard</u>
<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	LED proposed?	Yes	<u>Include lamp type in Luminaire Schedule</u>
<b>Min. Illumination</b> (Sec. 5.7.3.k)	<ul style="list-style-type: none"> <li>▪ Parking areas: 0.2 min</li> <li>▪ Loading &amp; unloading areas: 0.4 min</li> <li>▪ Walkways: 0.2 min</li> <li>▪ Building entrances, frequent use: 1.0 min</li> <li>▪ Building entrances, infrequent use: 0.2 min</li> </ul>	Lighting minimums and maximums proposed for Paved Area, Undefined, Under Canopy	<b>No</b>	<u>Provide additional data addressing each requirement as a line item in the footcandle chart</u>
<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	South and West property lines – 0.3 max proposed	Yes	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	<ul style="list-style-type: none"> <li>▪ Cut off angles of fixtures must be 90° adjacent to residential districts</li> <li>▪ Max illumination at the property line shall not</li> </ul>	NA	NA	



## ENGINEERING REVIEW

---





# PLAN REVIEW CENTER REPORT

May 21, 2019

## Engineering Review

Speedway #2224

JSP17-0063

---

### Applicant

Speedway, LLC

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: South of Fourteen Mile Road, West of Haggerty
- Site Size: 2.03 acres
- Plan Date: 04/04/2019
- Design Engineer: Speedway

### Project Summary

- Construction of an approximately 4,608 square-foot retail building and associated parking. Site access would be provided by new curb cuts onto Fourteen Mile Road and Haggerty Road replacing the existing curb cuts closer to the intersection. The 5/6-foot wide sidewalks along the Fourteen Mile Road and Haggerty Road frontages would be completed.
- Water service would be provided by a 2-inch domestic lead from the existing 8-inch water main stub on the south side of Fourteen Mile Road.
- Sanitary sewer service would be provided by a 6-inch sanitary lead from the existing sanitary sewer on the south side of Fourteen Mile Road.
- Storm water would be collected by a single storm sewer collection system and discharged to an on-site detention basin.

### Recommendation

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

**Comments:**

The Preliminary Site Plan meets the general requirements of Chapter 11 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. Provide a minimum of two ties to established section or quarter section corners **on the plans**.
2. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
3. Clearly distinguish between proposed improvements and existing features of the site.
4. Provide sight distance measurements for the Fourteen Mile Road and Haggerty Road entrance in accordance with Figure VIII-E of the Design and Construction Standards.
5. An opposite-side driveway spacing Waiver, granted by the Planning Commission, was approved for the proposed location of the Fourteen Mile Road entrance drive with respect to the adjacent drive to the west.
6. An opposite-side driveway spacing Waiver, granted by the Planning Commission, was approved for the proposed location of the Haggerty Road entrance drive.
7. A waiver was granted to allow both driveways to be 35 feet wide rather than the City's standard of 30 feet.
8. An engineering deviation was approved to reduce the required buffer width from 25 feet to 10 feet around the proposed detention basin, because modifying the location would cause the slope of the detention basin to exceed the City's requirements.
9. Provide a traffic control sign table **listing the quantities** of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
10. Traffic signs in the RCOC right-of-way will be installed by RCOC.
11. 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. There appears to be at least one crossing that does not meet this standard.
12. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.

13. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.
14. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets-rev. 02/16/2018), paving (2 sheets-rev. 03/05/2018) and Boardwalks/Pathways (1 sheet-rev. 04/12/2018) at the time of the Stamping Set submittal. These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>

### **Water Main**

15. The proposed water lead is connecting to a water main in the Commerce Township water distribution system. Contact Commerce Township for review and any additional requirements.

### **Sanitary Sewer**

16. Provide a sanitary sewer monitoring manhole, unique to this site, within a dedicated access easement or within the road right-of-way. If not in the right-of-way, provide a 20-foot wide access easement to the monitoring manhole from the right-of-way (rather than a public sanitary sewer easement).

### **Storm Sewer**

17. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
18. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
19. Provide a four-foot deep sump and an oil/gas separator in the last storm structure or mechanical treatment unit prior to discharge to the storm water basin.
20. 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.
21. Illustrate all pipes intersecting storm structures on the storm profiles.
22. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

### **Storm Water Management Plan**

23. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.



24. Indicate that the first flush volume will be held for 24 hours and the bankfull volume will be held for 24-40 hours.
25. An adequate maintenance access route to the basin outlet structure and any other pretreatment structures shall be provided (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping.
26. Provide a 5-foot wide stone bridge/access route allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary.
27. Provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
28. Provide manufacturer's details and sizing calculations for the pretreatment structure within the plans.
29. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
30. The primary outlet standpipe shall be designed with a secondary outer pipe with numerous holes. The stone filter would rest against this outer pipe and would help protect the outlet standpipe from clogging.
31. Refer to section 5.5.1 of the Engineering Design Manual to determine the appropriate runoff coefficients for soil type C.
32. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin.

**Paving & Grading**

33. Revise the grading plan to indicate a maximum cross-slope of 2% for the sidewalk along Haggerty Road.
34. Detectable warning plates are required at all barrier free ramps, hazardous vehicular crossings and other areas where the sidewalk is flush with the adjacent drive or parking pavement. The barrier-free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the latest version of the MDOT standard detail for detectable surfaces.
35. 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.
36. Provide additional spot grades as necessary to demonstrate that a minimum 5-percent slope away from the building is provided for a minimum distance of ten feet around the perimeter of the building.
37. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards as outlined in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).

38. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4-inches high (rather than the standard 6-inch height to be provided adjacent to 19-foot stalls). Provide additional details as necessary.
39. Provide the standard MDOT detail 'M' approach at the two driveway entrances.

**Soil Erosion and Sediment Control**

40. 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>.

**Off-Site Easements**

41. Any off-site utility easements anticipated must be executed **prior to final approval of the plans**. If you have not already done so, drafts of the easements and a recent title search shall be submitted to the Community Development Department as soon as possible for review, and shall be approved by the Engineering Division and the City Attorney prior to executing the easements.

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

42. 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.**
43. 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 basin (basin construction, control structure, pre-treatment structure and restoration).

**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.)*

44. 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.
45. A draft copy of the 20-foot wide access easement for the sanitary sewer monitoring manhole to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.
  46. Executed copies of approved off-site utility easements.

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

47. 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).
48. 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.
49. 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.
50. Construction inspection fees in an amount that is to be determined must be paid to the Community Development Department.
51. Legal escrow fees in an amount that is 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.
52. A storm water performance guarantee 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.
53. 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.
54. A street sign financial guarantee of \$400 per traffic control sign **proposed** must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
55. 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.

56. 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.
57. A permit for work within the road right-of-way of Fourteen Mile Road and 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.
58. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Water Resource Commissioner (OCWRC).

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

59. 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).
60. All easements and agreements referenced above must be executed, notarized and approved by the City Attorney and Engineering Division.
61. 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.
62. 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.
63. 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.
64. 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 Kate Richardson at (248) 347-0586 with any questions.



---

Kate Richardson, EIT  
Plan Review Engineer

cc: Lindsay Bell, Community Development  
George Melistas, Engineering  
Darcy Rehtien, Engineering

## LANDSCAPE REVIEW

---



# PLAN REVIEW CENTER REPORT

May 13, 2019

## Preliminary Site Plan - Landscaping

### Speedway ReBuild – Haggerty & 14 Mile Road

Review Type  
Preliminary Landscape Review

Job #  
JSP17-0063

#### Property Characteristics

- Site Location: Southwest Corner of Haggerty and 14 Mile Road
- Site Acreage: 2.03 acres
- Site Zoning: B-3, OST Rezoned to B-3 with PRO
- Adjacent Zoning: North: Commerce Two, East: Farmington Hills, South, West: OST
- Plan Date: 4/16/2019

#### 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 and the accompanying Landscape Chart are summaries and are not intended to substitute for any Ordinance.

#### Recommendation

This project is **recommended for approval for Preliminary Site Plan**. The minor revisions noted can be addressed on the electronic stamping set.

#### Deviations from Ordinance requirements approved by City Council on 2/25/2019:

1. Insufficient total parking lot landscape area is provided.
2. Location of some foundation landscaping away from the building.

**Please copy the above notes related to the deviations to the Landscape Plan Sheet 2224-LP.**

#### Ordinance Considerations

Existing Soils (Preliminary Site Plan checklist #10, #17)

Provided

Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))

1. Provided
2. **Please add any light posts that may exist or are proposed and resolve any tree/light post conflicts.**

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

1. Provided
2. 5 trees are shown as being transplanted within the greenbelt, and 3 trees are being preserved at the southwest corner of the property.

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

The project is not adjacent to any residentially-zoned property so no berm is required.

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

The required greenbelt width, berm and landscaping are provided.

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

1. A deviation was granted for a shortage of interior landscape area provided, but the preliminary site plan indicates the required area is actually provided now. This is great.
2. The required interior and perimeter canopy trees are provided.
3. **Please provide more spacing between the perimeter trees along the south side of the vehicular access area.**

Plant List (LDM 2.h. and t.)

Provided

Planting Notations and Details (LDM)

1. Provided
2. Please revise the notes provided per the Landscape Chart.
3. **Please add a landscape estimate for the landscape plantings (trees, shrubs, seed, sod) and mulch to the landscape plan. The costs to use are:**

Deciduous canopy tree: \$400 ea	Evergreen tree: \$325 ea
Subcanopy tree: \$250 ea	Shrubs: \$50 ea
Perennials/grasses: \$15 ea	Sod: \$6/sy
Seed: \$3/sy	Mulch: \$35/cyd

Storm Basin Landscape (Zoning Sec 5.5.3.E.iv and LDM 1.d.(3))

1. Provided
2. The woodland replacement trees do not all need to be located around the pond – they can be located in other open areas on the site as well. **Please provide more space between them (at least 20 feet).**

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

1. **The proposed landscaping must be provided with sufficient water to become established and survive over the long term.**
2. **Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans. An actual irrigation plan could be provided in the electronic stamping set if desired.**

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@cityofnovi.org](mailto:rmeader@cityofnovi.org).



---

Rick Meader – Landscape Architect



## LANDSCAPE REVIEW – PRELIMINARY SITE PLAN SUMMARY CHART

**Review Date:** May 6, 2019  
**Project Name:** 14 & Haggerty Speedway Rebuild  
**Plan Date:** April 16, 2019  
**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 Final Site Plan. This chart and the accompanying letter are summaries and are not intended to substitute for the ordinances.

### RECOMMENDATION:

This plan is **recommended for approval for Preliminary Site Plan**. The comments below should be addressed on the Final Site Plans.

### Deviations from Ordinance requirements approved by City Council on 2/25/2019:

1. Insufficient total parking lot landscape area is provided (2456 sf is required, 1916sf is provided).
2. Location of some foundation landscaping away from the building.

Please copy the above notes related to the deviations to the Landscape Plan Sheet 2224-LP.

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> (Zoning Sec 5.5.2, LDM 2.e.)	<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>	Yes	Yes	Scale 1"=20' Pond plan: 1"=10'  <b>Please print the plan in black and white.</b>
<b>Project Information</b> (LDM 2.d.)	Name and Address	Yes	Yes	
<b>Owner/Developer Contact Information</b> (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information</b> (LDM 2.b.)	Name, Address and telephone number of RLA/LLA	Yes	Yes	
<b>Sealed by LA.</b> (LDM 2.g.)	Requires original signature	Yes	Yes	<u>Need for Final Site Plan</u>
<b>Miss Dig Note</b> (800) 482-7171	Show on all plan sheets	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM.3.a.(8))				
<b>Zoning</b> (LDM 2.f.)	Include all adjacent zoning	<u>Site:</u> B-3&OST – rezoning to B-3 with PRO <u>North:</u> Commerce Twp commercial <u>East:</u> Farmington Hills SF Residential <u>South, West:</u> OST	Yes	
<b>Survey information</b> (LDM 2.c.)	<ul style="list-style-type: none"> <li>▪ Legal description or boundary line survey</li> <li>▪ Existing topography</li> </ul>	Sheet 2224-CD	Yes	
<b>Existing plant material</b> <b>Existing woodlands or wetlands</b> (LDM 2.e.(2))	<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>▪ Sheet 2224-Ex</li> <li>▪ 3 trees are being saved in their current position.</li> <li>▪ 5 trees are shown as being transplanted.</li> </ul>	Yes/No	<ol style="list-style-type: none"> <li>1. 4 trees with a dbh of 36" or greater are shown as being removed.</li> <li>2. 13 new trees and 3 preserved trees are being used as replacements.</li> </ol>
<b>Soil types</b> (LDM.2.r.)	<ul style="list-style-type: none"> <li>▪ As determined by Soils survey of Oakland county</li> <li>▪ Show types, boundaries</li> </ul>	Sheet 2224-CE – Mostly Marlette Sandy Loam	Yes	
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	<b>Please remove the concrete hatching from the landscape island east of the sitting area.</b>
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	Yes	Yes	<ol style="list-style-type: none"> <li>1. Overhead utility line along Haggerty Rd impacts plantings, underground lines impact plantings in islands north of parking along 14 Mile Road.</li> <li>2. Subcanopy trees are proposed – this is acceptable.</li> </ol>
<b>Proposed grading. 2' contour minimum</b> (LDM 2.e.(1))	Provide proposed contours at 2' interval	Sheet 2224-CG	Yes	
<b>Snow deposit</b> (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>▪ Clear sight distance within parking islands</li> </ul>	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> <li>No evergreen trees</li> </ul>			
<b>Name, type and number of ground cover (LDM 1.c.(5))</b>	As proposed on planting islands	Sod or seed	TBD	<b>Please indicate seed or sod or other groundcover on the final site plan with quantities in the cost estimate.</b>
<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>Minimum of 200sf/tree planted in an island.</li> <li>6" curbs</li> <li>Islands minimum width 10' BOC to BOC</li> </ul>	Most islands conform to width and area requirements except southeast island	Yes/No	<i>A landscape deviation was allowed for the undersized island since no trees were planted in it.</i>
<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.	No		
<b>Contiguous space limit (i)</b>	Maximum of 15 contiguous spaces	Longest bay is 14 spaces	Yes	
<b>Plantings around Fire Hydrant (d)</b>	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	Yes	Yes	
<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>	Due to the site's frontage on 2 roads under Road Commission for Oakland County jurisdiction, the clear zones must follow RCOC guidelines.	RCOC clear zones and City of Novi zones are provided and trees are outside of them.	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>				
A = Total square footage of vehicular use area up to 50,000 sf x 7.5%	<ul style="list-style-type: none"> <li>A = x 7.5% = sf</li> <li>32,752 * 7.5% = 2456 sf</li> </ul>	2563 sf		
B= Total square footage of additional paved vehicular use areas over 50,000 SF x 1 %	<ul style="list-style-type: none"> <li>B = x 1% = sf</li> </ul>	NA		
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				

Item	Required	Proposed	Meets Code	Comments
A. = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = 5\% \times \text{xx sf} = \text{xx sf}$	NA		
B= Total square footage of additional paved vehicular use areas over 50,000 SF) x 0.5%	$B = 0.5\% \times 0 \text{ sf} = 0 \text{ SF}$	NA		
<b>All Categories</b>				
C = A+B Total square footage of landscaped islands	$2456 + 0 = 2456 \text{ SF}$	2563 SF	Yes	
D = C/200 Number of canopy trees required	$2456/200 = 12 \text{ Trees}$	12 trees	Yes	
Perimeter Canopy Trees	<ul style="list-style-type: none"> <li>▪ 1 Canopy tree per 35 lf</li> <li>▪ <math>544 \text{ lf}/35 = 16 \text{ trees}</math></li> </ul>	16 trees	Yes	Please spread out the southern perimeter trees along the southern edge of the vehicular use area – they are currently too bunched together.
Parking land banked	NA	None		
<b>Berms, Walls and ROW Planting Requirements</b>				
<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 top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	Refer to Residential Adjacent to Non-residential berm requirements chart	None	Yes	Site is not adjacent to residential
<b>Planting requirements (LDM 1.a.)</b>	LDM Novi Street Tree List	Yes	Yes	
<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. 2 feet flat horizontal area</li> </ul>	Provided	Yes	Please add callouts showing berm to be made of loam, with 6" top layer of topsoil and max 1:3 slopes.
Type of Ground Cover		No	No	Indicate groundcover on detail
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest	Subcanopy trees are used along Haggerty due to overhead lines.	Yes	



Item	Required	Proposed	Meets Code	Comments
	pole			
<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	No	No	
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width (2)(3) (5)</b>	Parking: 20 ft.	Yes	Yes	
<b>Berm requirements (Zoning Sec 5.5.3.A.(5))</b>	Refer to ROW landscape screening requirements chart for corresponding requirements.	3' greenbelt berms are proposed on grading plan.	Yes	
Min. berm crest width	Parking: 2 ft.	Yes	Yes	
Minimum berm height (9)	Parking: 3 ft.	Yes	Yes	
3' wall	(4)(7)	No		
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	Parking: 1 tree per 75 lf; (300-35)/75 = 4 trees each road	<u>Haggerty Rd:</u> 4 trees <u>14 Mile Rd:</u> 2 trees + 2 credits for trees to remain (which are shown as being transplanted)	Yes	<ol style="list-style-type: none"> <li>1. Please clearly show which transplanted trees are going where on the plan.</li> <li>2. The transplanted trees will need to be included in the maintenance guarantee as the move will be stressful to the trees. Use the standard cost for canopy trees (\$400 each) for them.</li> <li>3. Please change the "Trees to be Preserved" note at the northeast corner of the site to "Trees to be Transplanted" or change the notations of those trees to not say TR x" crabapple".</li> </ol>
<b>Sub-canopy deciduous trees &amp;</b>	• Parking: 1 tree per 40 lf and 2 shrubs per 40 lf	<u>Haggerty Rd:</u> ▪ 4 new subcanopy	Yes	The transplanted trees will need to be

Item	Required	Proposed	Meets Code	Comments
<b>shrubs</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>• (300-35)/40 = 7 trees each road</li> <li>• 2*(300-35)/40 = 14 shrubs</li> </ul>	trees + 3 existing <ul style="list-style-type: none"> <li>▪ 14 shrubs</li> </ul> <u>14 Mile Rd:</u> <ul style="list-style-type: none"> <li>▪ 7 subcanopy trees</li> <li>▪ 14 shrubs</li> </ul>		<b>included in the maintenance guarantee as the move will be stressful to the trees. Use the standard cost for canopy trees (\$250 each) for them.</b>
<b>Canopy deciduous trees in area between sidewalk and curb</b> ( <i>Novi Street Tree List</i> )	<ul style="list-style-type: none"> <li>• Parking: 1 tree per 35 lf</li> <li>• Haggerty Rd:</li> <li>• (300-80)/35 = 6 trees or 9 subcanopy trees</li> <li>• 14 Mile Road:</li> <li>• (300-85)/35 = 6 trees</li> </ul>	<u>Haggerty Rd:</u> 9 subcanopy <u>14 Mile Rd:</u> 6 canopy trees	Yes	
<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				
<b>Screening of outdoor storage, loading/unloading</b> ( <i>Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5</i> )		The loading zone is screened from both roads by greenbelt landscaping.	Yes	
<b>Transformers/Utility boxes</b> ( <i>LDM 1.e from 1 through 5</i> )	<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>	Yes	Yes	<b>Please add a note stating that the screening shrubs shall be maintained at a height at least as tall as the utility box.</b>
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
<b>Interior site landscaping SF</b>	<ul style="list-style-type: none"> <li>▪ Equals to entire perimeter of the building x 8 with a minimum width of 4 ft.</li> <li>▪ May deduct widths of man doors from perimeter.</li> <li>▪ <b>(288-39)lf x 8ft = 1992sf</b></li> </ul>	1993 sf	Yes	<i>A landscape deviation was granted to provide some of the building foundation area away from the building.</i>
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	More than 60% of visible foundation is landscaped.	Yes	
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> ( <i>Sec. 5.5.3.E.iv</i> )	<ul style="list-style-type: none"> <li>▪ Clusters shall cover 70-75% of the basin rim area</li> <li>▪ 10" to 14" tall grass along sides of basin</li> <li>▪ Refer to wetland for</li> </ul>	Yes	Yes	<b>Please provide more spacing between the canopy replacement trees. There is plenty of room on the site to allow more spacing,</b>

Item	Required	Proposed	Meets Code	Comments
	basin mix			including along the western berm.
<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 – 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>	The warranty note is provided, but not the minimum cultivation note.	Yes/No	<b>Please add the note regarding cultivations.</b>
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No	No	<b>Please add that note.</b>
<b>Irrigation plan</b> (LDM 2.s.)	A fully automatic irrigation system and a method of draining is required with Final Site Plan.	No		<b>Need for final site plan</b>
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		<b>Please change General Note #31, on Sheet 2224-LP2, to read "...be replaced do not replace them with..."</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 2.h.) – Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		<ul style="list-style-type: none"> <li>The required plant diversity for non-replacement trees is provided.</li> <li>11 of 21 species used is native to Michigan</li> </ul>	Yes	<b>If possible, please add more native plantings in areas other than just around the detention pond.</b>
Type and amount of lawn		46,750sf of grass is indicated.	TBD	<b>Please include areas of seed and sod in landscape cost table on Final Site Plans.</b>

Item	Required	Proposed	Meets Code	Comments
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	No	No	<b>Need for Final Site Plans</b>
<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	
Evergreen Tree		Yes	Yes	
Multi-stem Tree		No	TBD	<b>If multi-stem trees are to be used, please add this detail.</b>
Shrub		Yes	Yes	
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	No	Yes	
<b>Plant Materials &amp; Existing Plant Material</b> (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	Sheet 2224-EX	Yes	
<b>Landscape tree credit</b> (LDM3.b.(d))	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	8 tree preservation credits taken: <ul style="list-style-type: none"> <li>• 2 for 14 Mile Road transplants</li> <li>• 3 for Haggerty Road greenbelt transplants and</li> <li>• 3 trees preserved at the southwest corner of the property.</li> </ul>	Yes	
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	Yes	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	Yes	
<b>Recommended trees for planting under overhead utilities</b>	Label the distance from the overhead utilities	Yes	Yes	Trees within 15' of overhead lines are subcanopy trees

Item	Required	Proposed	Meets Code	Comments
(LDM 3.e)				spaced appropriately.
<b>Collected or Transplanted trees</b> (LDM 3.f)		5 trees are shown as being transplanted on site.		<ol style="list-style-type: none"> <li>1. A 2-year warranty will be required for all transplanted trees.</li> <li>2. If the cost of transplanting trees is found to exceed the cost of new trees, new trees may be used, but please do not replace the pears with flowering pears as they are now prohibited species in Novi.</li> </ol>
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	

**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.



TRAFFIC REVIEW

---



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

**Project name:**  
 JSP17-0063 Speedway Preliminary Site Plan  
 Traffic Review

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

**From:**  
 AECOM

**Date:**  
 May 22, 2019

**CC:**  
 Sri Komaragiri, Lindsay Bell, George Melistas, Kate  
 Richardson, Darcy Rechten, Hannah Smith

# Memo

**Subject:** JSP17-0063 Speedway Preliminary Site Plan Traffic Review

The preliminary site plan was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City.

## GENERAL COMMENTS

1. The applicant, McBride Dale Clarion, is proposing plans demolish the existing building and pumps and rebuild so as to expand the existing building footprint, provide additional pump stations, and other site modifications of the Speedway Gas Station that is located on the southwest corner of the intersection of 14 Mile Road and Haggerty Road.
2. The site received approval for rezoning to **B-3 with PRO Agreement**.
3. Both 14 Mile Road and Haggerty Road are under the jurisdiction of the Road Commission for Oakland County.
4. Summary of waivers/variances:
  - a. **The applicant has received a waiver to reduce the required 960 SF of loading space to 540 SF and locate the loading zone in the front yard.**
  - b. **The applicant has received a waiver for driveway spacing along 14 Mile Road and Haggerty Road.**
  - c. **The applicant has received a waiver for driveway width exceeding the standard 30 feet.**

## TRAFFIC IMPACTS

1. AECOM performed an initial trip generation estimate based on the ITE Trip Generation Manual, 10<sup>th</sup> Edition, as follows:

ITE Code: 945 (Gasoline/Service Station with Convenience Market)  
 Development-specific Quantity: 12 existing gasoline pumps. 16 proposed gasoline pumps.  
 Zoning Change: B-3 to OS-T (PRO)

Trip Generation Summary				
	<b>City of Novi Threshold</b>	<b>Existing Trips</b>	<b>New Trips</b>	<b>Net Additional Trips</b>

<b>AM Peak-Hour, Peak-Direction Trips</b>	100	76	102	26
<b>PM Peak-Hour, Peak-Direction Trips</b>	100	86	114	28
<b>Daily (One-Directional) Trips</b>	750	2464	3286	822

- The number of trips does exceed the City’s threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour. AECOM recommends performing the following traffic impact study in accordance with the City’s requirements:

Traffic Impact Study Recommendation	
Type of Study	Justification
<b>Rezoning Traffic Impact Study</b>	The applicant is required to submit a rezoning traffic impact study (RTIS) to the PRO. The initial RTIS was reviewed by AECOM August 14, 2018, where denial was recommended and a revised RTIS requested.

## EXTERNAL SITE ACCESS AND OPERATIONS

The following comments relate to the external interface between the proposed development and the surrounding roadway(s).

- The applicant is proposing to relocate the existing driveways farther away from the intersection of 14 Mile Road and Haggerty Road.
- The applicant has provided compliant turning radii at each driveway; however, the driveway width exceeds the City’s standard for width (30 feet). **The applicant has received an administrative variance from the City due to 35 feet being the minimum width necessary to ensure that the fuel delivery truck can access the site.**
- The point of curvature for any driveway is not located within 17 feet of the right-of-way (ROW) of the intersection and complies with City standards.
- The applicant has proposed relocation of the driveway along Haggerty Road in addition to improvements to on Haggerty Road so that the driveway is not located within the existing taper.
  - The applicant should indicate the dimensions for the proposed acceleration lane and taper to the south of the proposed driveway on Haggerty Road.
- The applicant should include a “Road Work Ahead” (W20-1) sign north of 14 Mile Road on the Maintenance of Traffic Plan for the construction of the Haggerty Road improvements.
- The applicant should indicate sight distance in both directions at each driveway in accordance with Figure XIII-E of the City’s Code of Ordinances.
- The applicant should indicate corner clearance zones at both driveways in accordance with Sec. 11-216.b.1 in the City’s Code of Ordinances.
- The applicant has aligned the proposed driveway along 14 Mile Road with minimal offset from the existing driveway on the north side of 14 Mile Road.
- The applicant has received a waiver for the distance of the proposed driveway along 14 Mile Road to the driveway to the west of the site.**

# INTERNAL SITE OPERATIONS

The following comments relate to the on-site design and traffic flow operations.

## 1. General Traffic Flow

- a. The applicant has provided fuel truck turning patterns throughout the site.
  - i. Confirm that the turning patterns of the fuel truck design vehicle are larger than or equal to those of a fire truck.
  - ii. Near the second dispensing station from the north, it appears as if a truck may not be able to maneuver around the corner should a car potentially be parked nearer the building on the west side of the gasoline pump as indicated by the car templates on the northernmost pump on the circulation plan.
- b. The applicant has received a waiver for the size and location of the loading zone.**
- c. The trash enclosure area is fully accessible and is not expected to interfere with parking operations.
- d. The proposed end islands are not in compliance with Section 5.3.12 of the City's Zoning Ordinance. The end island should be 3 feet shorter than the adjacent parking stall and be at least 10 feet wide. The outside radius of the end island should be 15 feet.
- e. The applicant should update the grading plan to include the gutter and top of curb/top of all walk grades to enable the reviewer to confirm proposed curb heights throughout.
  - i. The curb at the 17' parking spaces, prior to the ramps, is 6" high. This should be reduced to 4" or the spaces lengthened to 19'. Additionally, on the north side of the building, a dimension is listed as "???" for the top of walk and pavement. This should be updated with the actual dimension.

## 2. Parking Facilities

- a. The City requires one parking space per each fuel dispensing stand and one parking space for each 200 square feet of usable building space (23 spaces) which results in a total of 29 required spaces. The applicant should revise the required parking section on sheet 2224-CS to reflect 29 spaces required.
- b. The applicant has provided 38 total parking spaces including 20 standard parking spaces, 2 ADA spaces and 16 dispenser parking spaces.
- c. The applicant has generally proposed 19 foot long parking spaces with a seven inch curb. The applicant should reduce the curb height to six inches to be compliant with City standards. Reference Section 5.3.2 of the City's Zoning Ordinance for more clarification. Note E-9 on sheet 2224-CS refers to type F-4 curb which is six inches, however, the detail on sheet 2224-CS1 is type C-4 which is seven inches. The grading plans also show 6" curbs.
- d. The applicant has proposed three (3) 17' parking spaces with variable curb heights. The curb should not be higher than 4" along any portion of a 17' parking space.
- e. The proposed barrier free parking space dimensions are in compliance with ADA standards.
- f. The applicant is required to provide two (2) bicycle parking spaces, and has provided two (2) spaces.
  - i. Bicycle parking calculations should be included in the parking calculations table.
  - ii. The applicant provided a detail of the inverted "U" design bicycle rack, which is in compliance with City standards.
  - iii. The applicant has provided a detailed layout of the bicycle parking spaces to ensure maneuverability. It does not appear there is sufficient space between the bicycle rack and the enclosure. Please reference Section 5.16 of the City's Zoning Ordinance.

## 3. Sidewalk Requirements

- a. The applicant is generally proposing 5' wide sidewalks throughout the site. The applicant should note that, where a 17' parking space abuts a sidewalk, the sidewalk is required to be a minimum of 7' wide to provide a 2' vehicle overhang and 2' clear walkway and the curb must be 4". Additionally, a 6' wide paved route shall be provided between the roadway and the bicycle parking area. The applicant should further review these requirements and update as applicable.
- b. The applicant should provide details for the proposed sidewalk ramps.

- c. Sidewalks along Haggerty Road and 14 Mile Road are proposed to be six feet wide, which is in compliance with the City's Non-Motorized Master Plan.
- d. The applicant should provide dimensions for the sidewalk offset from the roadway.

## SIGNING AND STRIPING

1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).
2. The applicant should provide the following notes and details on future plans.
  - a. All roadside signs should be installed two feet from the face of the curb to the near edge of the sign.
  - b. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.
  - c. Traffic control signs shall use the Federal Highway Administration (FHWA) Standard Alphabet series.
  - d. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements.
3. The applicant should provide signing quantities and details, including size, MMUTCD designation and post, in future submittals.
4. The speed limit sign on sheet 2224-SS should be 45 MPH for Haggerty Road and not 50 MPH.
5. The applicant should propose a stop sign (R1-1) at the driveway on 14 Mile Road.
6. The applicant has only labeled one (1) accessible parking sign, however, a sign is required for both accessible parking spaces.
7. The applicant should provide notes and details related to proposed pavement markings.
  1. The applicant should update the Note F-3 on sheet 2224-CS to indicate white striping for standard spaces. Blue may be used for accessible parking spaces. Where a standard parking space is located next to an accessible parking space a white line shall abut a blue line.
  2. The international symbol for accessibility shall be white or white with a blue background and white border. The applicant should provide a detail.
  3. Provide details for any proposed pavement marking arrows.
8. The applicant should provide crosswalk marking details (color, width, spacing, etc.) in future submittals.
9. The applicant should indicate proposed loading zone pavement markings in future submittals.
10. The applicant indicates two (2) right turn arrow pavement markings on sheet 7 of the Haggerty Road improvement plans and indicates two (2) right turn arrow pavement markings with "Only" legends on sheet 7. The applicant should make the sheets consistent noting that only one (1) set of arrow/only markings is required due to the short distance of the right turn lane.
11. The applicant should include a distance between the right turn arrow and "Only" legend on sheet 7 along with a note that all pavement markings shall be in compliance with the MMUTCD.

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

Sincerely,

**AECOM**



Patricia A. Thompson, EIT  
Traffic Engineer



Josh A. Bocks, AICP, MBA  
Senior Transportation Planner/Project Manager



FIRE REVIEW

---



May 6, 2019

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center  
Lindsay Bell-Plan Review Center  
Hannah Smith-Planning Assistant

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Andrew Mutch

Laura Marie Casey

Kelly Breen

Ramesh Verma

Doreen Poupard

**City Manager**  
Peter E. 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**  
Scott R. Baetens

RE: Speedway #2224 PRO

PSP# 19-0074

**Project Description:**

**Demo and rebuild the Speedway Station at Fourteen Mile and Haggerty**

**Comments:**

- **All** fire hydrants **MUST** in installed and operational prior to any building construction begins.

**Recommendation:**

Meets Fire Department Standards

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', written over a white background.

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

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER

---

June 5, 2019

Ms. Lindsay Bell  
Planner  
City of Novi  
45175 Ten Mile Road  
Novi, Michigan 48375

Via Email

RE: JSP17-63 – Speedway #2224 – 31275 Haggerty Road – Comment Response Letter

Dear Lindsay:

The following responses are provided to the comments received from the City of Novi – Plan Review Center Report dated May 22, 2019 related to the proposed expansion and reconstruction of Speedway #2224 at 31275 Haggerty Road, Novi, Michigan. The letters addressing comments from the Landscape Plan Reviewer and Engineering Plan Reviewer are provided under separate cover.

**Zoning & Use Requirements**

- Update “site data” on sheet 2224- CS to reflect current zoning is “B-3 with PRO”.  
**Response: This will be addressed on final site plan set.**

**Parking Setbacks**

- Remove notes about “pavement setbacks” – these are not used.  
**Response: This modification will be addressed on the final site plans.**

**Note to District Standards**

- Parking setback screening – Revised parking setback area shall be landscaped per section 5.5.3 – See landscape letter for additional details.  
**Response: Landscape architect provided a response to this comment in their response letter.**

**Parking, Loading & Dumpster Requirements**

- Reduce the length of the end islands to be 3’ shorter than parking stalls.  
**Response: Speedway will address on final site plans.**
- Barrier Free signs – show sign locations on plan.  
**Response: Speedway will provide barrier free sign locations on final plans.**

**Building Code & Other Design Standard Requirements**

- Provide parcel number & legal description on the ALTA plans & include in plan set.  
**Response: Speedway will have the ALTA survey updated with the requested information. This plan will be included with the final site plans.**

**Lighting & Photometric Plans**

- Multiple comments received on lighting plans.

**Response: Speedway will get the lighting plans updated per the comments provided in the section. The updated plans will be submitted with the final site plan set.**

**Landscape Plan Review Comments** – Please see the landscape response letter from Weihe Engineers dated June 4, 2019.

**Engineering Plan Review Comments** – Please see the engineering response letter from Speedway dated June 4, 2019.

**Speedway Preliminary Site Plan Traffic Review (by AECOM)**

Traffic Impact Study Recommendations:

- Applicant is required to submit a rezoning traffic impact study (RTIS) to the PRO. The initial RTIS was reviewed by AECOM August 14, 2018, where denial was recommended as well as a revised RTIS request.

**Response: Speedway will comply with this comment and is coordinating with the Traffic Engineering Consultant to update the study.**

**External Site Access and Operations:**

- The applicant should include a “road work ahead” (W-201) sign north of 14 Mile Road on the maintenance of traffic plan for the construction of the Haggerty Road improvements.
- The applicant should include sight distance in both directions at each driveway in accordance with Section XIII – E of the city’s code of ordinances.
- The applicant should indicate corner clearance zones at both driveways in accordance with Section II – 216.b.1 in the city’s code of ordinance.

**Response: Speedway will provide this information with the final submittal.**

**Internal Site Operations:**

- The proposed fuel delivery truck is larger than most fire trucks. Truck turns were completed on the proposed layout and it has been determined the proposed fuel delivery truck and vehicles the same size or smaller can access the site.
- Speedway will review the plans to ensure the parking calculations are consistent throughout the documents. The parking design will be adjusted and provided and the next iteration of the drawings. Additional barrier free spaces will be provided as needed.
- Speedway will update the shading plan per comments received.
- Speedway will review the curb details & adjust plans accordingly.
- Speedway will review the bicycle parking area & adjust accordingly.
- All pavement markings will comply with the proposed requirements.

**Response: Speedway will provide this information with the final submittal.**

**Signing and Striping:**

- The speed limit sign will be updated.
- A stop sign will be added to the plans.
- Crosswalk and loading details will be provided.

**Response: Speedway will provide this information with the final submittal.**



**Fire Department:**

- The applicant will work with the city's water supplier to ensure the hydrants will be installed and operational prior to construction commencement.

**Response: Speedway will comply with this requirement.**

Please review the responses and contact me immediately if additional information is needed. Thank you for your continued assistance with this project. Our team looks forward to presenting our project to the City of Novi Planning Commission.

Sincerely,



Robert C. Sweet

Enclosures

cc: Kevin Foley, Speedway, LLC  
Adam Barker, Speedway, LLC  
MDC #3675

June 4, 2019

Dear Ms. Kate Richardson

Please see the engineering review comments and responses below.

**Applicant**

Speedway, LLC

**Review Type**

Preliminary Site Plan

**Property Characteristics**

- Site Location: South of Fourteen Mile Road, West of Haggerty
- Site Size: 2.03 acres
- Plan Date: 04/04/2019
- Design Engineer: Speedway

**Project Summary**

- Construction of an approximately 4,608 square-foot retail building and associated parking. Site access would be provided by new curb cuts onto Fourteen Mile Road and Haggerty Road replacing the existing curb cuts closer to the intersection. The 5/6-foot wide sidewalks along the Fourteen Mile Road and Haggerty Road frontages would be completed.
- Water service would be provided by a 2-inch domestic lead from the existing 8-inch water main stub on the south side of Fourteen Mile Road.
- Sanitary sewer service would be provided by a 6-inch sanitary lead from the existing sanitary sewer on the south side of Fourteen Mile Road.
- Storm water would be collected by a single storm sewer collection system and discharged to an on-site detention basin.

**Recommendation**

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

**Comments:**

The Preliminary Site Plan meets the general requirements of Chapter 11 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. Provide a minimum of two ties to established section or quarter section corners on the plans.  
**Ties will be added to the 2224-CD.**
2. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications. A note will be added to the plans.

3. Clearly distinguish between proposed improvements and existing features of the site. **See 2224-CD and 2224-CS for existing and proposed conditions of the site.**
4. Provide sight distance measurements for the Fourteen Mile Road and Haggerty Road entrance in accordance with Figure VIII-E of the Design and Construction Standards. **Site distances will be added to 2224-CR and will comply with the design and construction standards.**
5. An opposite-side driveway spacing Waiver, granted by the Planning Commission, was approved for the proposed location of the Fourteen Mile Road entrance drive with respect to the adjacent drive to the west.
6. An opposite-side driveway spacing Waiver, granted by the Planning Commission, was approved for the proposed location of the Haggerty Road entrance drive.
7. A waiver was granted to allow both driveways to be 35 feet wide rather than the City's standard of 30 feet.
8. An engineering deviation was approved to reduce the required buffer width from 25 feet to 10 feet around the proposed detention basin, because modifying the location would cause the slope of the detention basin to exceed the City's requirements.
9. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards. **A note will be added to 2224-SS.**
10. Traffic signs in the RCOC right-of-way will be installed by RCOC. **A note will be added to 2224-SS.**
11. 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. There appears to be at least one crossing that does not meet this standard. **Utility crossings will be shown at 18" minimum. Any water or sanitary crossings that do not meeting this requirement will have bedding and encasement that will determined by the inspecting engineer.**
12. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance. **See LP plans for compliance with this comment.**
13. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement. **All light pole locations are shown on the plans. See STD-CYE-A for light pole foundation details.**
14. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets- rev. 02/16/2018), paving (2 sheets-rev. 03/05/2018) and Boardwalks/Pathways (1 sheet-rev. 04/12/2018) at the time of the Stamping Set submittal. These details can be found on the City's website at this location:

<http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx> **City Standard details will be provided at the time of the Stamping Set submittal.**

### **Water Main**

15. The proposed water lead is connecting to a water main in the Commerce Township water distribution system. Contact Commerce Township for review and any additional requirements. **The Commerce Township will be contacted for review and additional requirements.**

### **Sanitary Sewer**

16. Provide a sanitary sewer monitoring manhole, unique to this site, within a dedicated access easement or within the road right-of-way. If not in the right-of-way, provide a 20-foot wide access easement to the monitoring manhole from the right-of-way (rather than a public sanitary sewer easement). **On 2224-CU, the cleanout #102 will be replaced with a manhole within the road ROW.**

### **Storm Sewer**

17. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided. **See sheets 2224-CU1 through 2224-CU3. The only pipe that does not have 3 feet of cover is pipe #6 (seen on "Slotted Drain to Pond Profile"). The first ~20 feet of pipe have 2.6' to 3' of cover. The rest of the pipe run ~85' has 3' of cover. Site grading does not allow for this section to have 3' of cover and in an effort to save cost, the proposed SLCPP pipe is to remain as is, in lieu of a Class V pipe.**

18. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool. **All manholes comply with this requirement.**

19. Provide a four-foot deep sump and an oil/gas separator in the last storm structure or mechanical treatment unit prior to discharge to the storm water basin. **See sheet 2224-CU3. The Aquaswirl has a 96" sump.**

20. 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. **See sheets 2224-CU1 through 2224-CU3 that show the 10-year HGL.**

21. Illustrate all pipes intersecting storm structures on the storm profiles. **Pipes intersecting storm structures will be added to storm profiles.**

22. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures. **STR #4 on 2224-CU will become a round casting.**

### Storm Water Management Plan

23. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual. **Plans will comply with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual**
24. Indicate that the first flush volume will be held for 24 hours and the bankfull volume will be held for 24-40 hours. **See the stormwater calcs on 2224-SWMP. A note will be added on this sheet to indicate the pond meets this requirement.**
25. An adequate maintenance access route to the basin outlet structure and any other pretreatment structures shall be provided (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping. **Maintenance access route is shown on the plans. See sheet 2224-CS.**
26. Provide a 5-foot wide stone bridge/access route allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary. **A note and/or detail will be added to the plans.**
27. Provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way. **Maintenance access route is shown on the plans. See sheet 2224-CS.**
28. Provide manufacturer's details and sizing calculations for the pretreatment structure within the plans. **See sheet 2224-CU3 for the manufacturer's details and sizing calculations for the pretreatment structure.**
29. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year). **See sheet 2224-CU3 for pond release rate calculations. Elevation 956.30 shows first flush, elevation 957.90 shows bank full release rate, and elevation 960.10 shows the 100-year release rate.**
30. The primary outlet standpipe shall be designed with a secondary outer pipe with numerous holes. The stone filter would rest against this outer pipe and would help protect the outlet standpipe from clogging. **This detail will be added as a note on 2224-CU.**
31. Refer to section 5.5.1 of the Engineering Design Manual to determine the appropriate runoff coefficients for soil type C. **Section 5.5.1 will be referred to and the appropriate runoff coefficient will be used for soil type C. This will be reflected on sheet 2224-SWMP.**
32. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin. **Comment does not apply.**

### Paving & Grading

33. Revise the grading plan to indicate a maximum cross-slope of 2% for the sidewalk along Haggerty Road. **Grades along Haggerty will be revised to comply.**
34. Detectable warning plates are required at all barrier free ramps, hazardous vehicular crossings and other areas where the sidewalk is flush with the adjacent drive or parking pavement. The barrier-



free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the latest version of the MDOT standard detail for detectable surfaces. **Detectable warning plates are provided. Please see sheet 2224-CS.**

35. 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. **A detectable warning surface detail to be approved by the Engineering Division will be added to the plans.**

36. Provide additional spot grades as necessary to demonstrate that a minimum 5-percent slope away from the building is provided for a minimum distance of ten feet around the perimeter of the building. **Additional spot grades will be added to the grading plans.**

37. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards as outlined in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall). **Please see the plot plan (2224-CS). Parking islands were modified to be 10' wide per conversations with Rick Meader on 8/21/18. These changes were made and accepted by the landscaping architect for the city of Novi.**

38. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4- inches high (rather than the standard 6-inch height to be provided adjacent to 19-foot stalls). Provide additional details as necessary. **No stalls on our plans are 17' long. All are 19' stalls. See 2224-CS1.**

39. Provide the standard MDOT detail 'M' approach at the two driveway entrances. **The standard MDOT detail 'M' approach can be seen on page 4/7 of the Roadway Improvement Plans. Note E5 on 2224-CS will reference this detail.**

#### **Soil Erosion and Sediment Control**

40. 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>. **Items within the SESC checklist will be addressed on the soil and erosion control plans. Sheets 2224-CE through 2224-CE3 will include all items within the checklist.**

#### **Off-Site Easements**

41. Any off-site utility easements anticipated must be executed prior to final approval of the plans. If you have not already done so, drafts of the easements and a recent title search shall be submitted to the Community Development Department as soon as possible for review, and shall be approved by the Engineering Division and the City Attorney prior to executing the easements. **No off site utility easements are anticipated.**

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

42. 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.**

43. 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 basin (basin construction, control structure, pre-treatment structure and restoration).

**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.)

44. 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.

45. A draft copy of the 20-foot wide access easement for the sanitary sewer monitoring manhole to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.

46. Executed copies of approved off-site utility easements.

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

47. 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).

48. 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.

49. 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.

50. Construction inspection fees in an amount that is to be determined must be paid to the Community Development Department.

51. Legal escrow fees in an amount that is 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.

52. A storm water performance guarantee 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.
53. 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.
54. A street sign financial guarantee of \$400 per traffic control sign proposed must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
55. 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.
56. 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.
57. A permit for work within the road right-of-way of Fourteen Mile Road and 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.
58. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Water Resource Commissioner (OCWRC).

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

59. 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).
60. All easements and agreements referenced above must be executed, notarized and approved by the City Attorney and Engineering Division.
61. 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.
62. 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.
63. 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.

64. 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.

June 5, 2019

Mr. Rick Meader  
City of Novi  
45125 Ten Mile Rd.  
Novi, MI 48375

RE: Speedway #2224 PRO  
JSP 17-0063

Dear Mr. Rick Meader,

This letter is in response to your comment letter dated May 06, 2019 for the above referenced project. We have prepared the following responses to the plan review comments listed below.

Ordinance Requirement Comments:

1. **Comment:** *Existing and proposed overhead and underground utilities, including hydrants (LDM 2.e(4))  
Please add any light posts that may exist or are proposed and resolve any tree/light post conflicts.*  
  
**Response:** **Light posts will be shown on the plan and if necessary, adjustments to Landscape made.**
  
2. **Comment:** *Parking Lot Landscaping (Zoning Sec. 5.5.3.C)  
Please provide more spacing between the perimeter trees along the south side of the vehicular access area.*  
  
**Response:** **Plantings will be spaced as far apart as possible as constraints of the site allow.**
  
3. **Comment:** *Planting Notations and Details (LDM)  
Please add a landscape estimate for the landscape plantings (trees, shrubs, seed, sod) and mulch to the landscape plan. The costs to use are:*  
  
*Deciduous canopy tree: \$400 ea  
Subcanopy tree: \$250 ea  
Perennials/grasses: \$15 ea  
Seed: \$3/sy  
Evergreen tree: \$325 ea  
Shrubs: \$50 ea*

*Sod: \$6/sy  
Mulch: \$35/cyd*

**Response: Estimate spreadsheet will be provided utilizing the provided costs.**

4. *Comment: Storm Basin Landscape (Zoning Sec. 5.5.3.E.iv and LDM 1.d.(3)).  
The woodland replacement trees do not all need to be located around the pond – they can be located in other open areas on the site as well. Please provide more space between them (at least 20 feet).*

**Response: The plantings will be moved to create more space between each tree.**

5. *Comment: Irrigation (LDM 1.a.(1)(e) and 2.s)  
The proposed landscaping must be provided with sufficient water to become established and survive over the long term.*

**Response: Noted.**

6. *Comment: Irrigation (LDM 1.a.(1)(e) and 2.s)  
Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans. An actual irrigation plan could be provided in the electronic stamping set if desired.*

**Response: This will be addressed.**

Landscape Plan Requirement Comments:

7. *Comment: Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)  
Scale 1"=20'  
Pond plan: 1"=10'  
Please print the plan in black and white.*

**Response: Plan will be printed in black and white.**

8. *Comment: Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))  
4 trees with a dbh of 36" or greater are shown as being removed.  
13 new trees and 3 preserved trees are being used as replacements.*

**Response: This is correct.**

9. *Comment: Existing and proposed improvements (LDM 2.e.(4))  
Please remove the concrete hatching from the landscape island east of the sitting area.*



**Response: Hatch will be removed.**

10. *Comment: Name, type and number of ground cover (LDM 1.c.(5))  
Please indicate seed or sod or other groundcover on the final site plan with quantities in the cost estimate.*

**Response: Seed and sod will be indicated on plan.**

11. *Comment: Parking lot Islands (a, b. i)  
A landscape deviation was allowed for the undersized island since no trees were planted in it.*

**Response: Noted.**

12. *Comment: Perimeter Canopy Trees  
Please spread out the southern perimeter trees along the southern edge of the vehicular use area – they are currently too bunched together.*

**Response: Plantings will be spaced a far apart as possible as constraints of the site allow.**

13. *Comment: Cross-Section of Berms (LDM 2.j)  
Slope, height, and width  
Please add callouts showing berm to be made of loam, with 6” top layer of topsoil and max 1:3 slopes.*

**Response: This will be included in the detail.**

14. *Comment: Cross-Section of Berms (LDM 2.j)  
Type of Ground Cover  
Indicate groundcover on detail*

**Response: This will be included in the detail.**

15. *Comment: ROW Landscape Screening Requirements (Sec. 5.5.3.B.ii)  
Canopy deciduous or large evergreen trees Notes (1) (10)*
- 1. Please clearly show which transplanted trees are going where on the plan.*
  - 2. The transplanted trees will need to be included in the maintenance guarantee as the move will be stressful to the trees. Use the standard cost for canopy trees (\$400 each) for them.*
  - 3. Please change the “Trees to be Preserved” note at the northeast corner of the site to “Trees to be Transplanted” or change the notations of those trees to not say TR x” crabapple”.*

**Response:** 1. A note and arrows have been used to show which trees are transplanted and where they are being transplanted.  
2. Cost of trees and maintenance guarantee will be included.  
3. The existing trees to be preserved will have “TR” removed from their call outs.

16. *Comment:* ROW Landscape Screening Requirements (Sec. 5.5.3.B.ii)  
Sub-canopy deciduous trees and shrubs (Notes (2) (10))  
The transplanted trees will need to be included in the maintenance guarantee as the move will be stressful to the trees. Use the standard cost for canopy trees (\$250 each) for them.

**Response:** There are no subcanopy trees being transplanted.

17. *Comment:* Non-Residential Zoning Sec 5.5.3.E.iii & LDM 1.d (2)  
Transformers/Utility boxes (LDM 1.e from 1 through 5)  
Please add a note stating that the screening shrubs shall be maintained at a height at least as tall as the utility box.

**Response:** A note will be added.

18. *Comment:* Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)  
Planting requirements (Sec. 5.5.3.E.iv)  
Please provide more spacing between the canopy replacement trees.  
There is plenty of room on the site to allow more spacing, including along the western berm.

**Response:** Trees will be planted with at least 20’ between them.

Landscaping Notes, Details, and General Requirements:

19. *Comment:* Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)  
Please add the note regarding cultivations.

**Response:** The note to include a minimum of one cultivation in June, July and August for the 2-year warranty will be added.

20. *Comment:* Plant source (LDM 2.n & LDM 3.a.(2))  
Please add that note.

**Response:** A note that plants shall be northern nursery grown No. 1 grade will be added.

21. *Comment: Irrigation plan (LDM 2.s.)  
Need for final site plan*

**Response: This will be provided.**

22. *Comment: Other information (LDM 2.u)  
Please change General Note #31, on Sheet 2224-LP2, to read "...be replaced do not replace them with..."*

**Response: This note will be changed.**

Plant List (LDM 2.h) – Include all cost estimates:

23. *Comment: Botanical and common names  
If possible, please add more native plantings in areas other than just around the detention pond.*

**Response: The plant list will be evaluated to include more native species.**

24. *Comment: Type and amount of lawn  
Please include areas of seed and sod in landscape cost table on Final Site Plans.*

**Response: Areas and sf of seed and sod will be added and called out.**

Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details

25. *Comment: Multi-stem Tree  
If multi-stem trees are to be used, please add this detail.*

**Response: Multi-stem trees are not to be used.**

Other Plant Material Requirements (LDM 3)

26. *Comment: Collected or Transplanted trees (LDM 3.f)*  

1. *A 2-year warranty will be required for all transplanted trees.*
2. *If the cost of transplanting trees is found to exceed the cost of new trees, new trees may be used, but please do not replace the pears with flowering pears as they are now prohibited species in Novi.*

**Response: 1. This note will be added.  
2. This prohibited species will be added in the note.**

Should you have any further questions or requests for additional information pertaining to this project review, please contact me at 317-846-6611.

Sincerely,

*Eric A Carter*

Eric Carter, R.L.A  
Project Manager, Commercial Development