



## CITY OF NOVI CITY COUNCIL DECEMBER 15, 2025

**SUBJECT:** Consideration of the Fifth Amendment to the SDO Agreement for Cadillac of Novi, amended Preliminary Site Plan and Stormwater Management Plan.

**SUBMITTING DEPARTMENT:** Community Development Department - Planning

**KEY HIGHLIGHTS:**

- An updated plan for Cadillac of Novi has been submitted for the property at the northeast corner of Grand River Avenue and Meadowbrook Road.
- The plan proposes a 4,174 square-foot building addition, expanding the parking lot, and updating the building façade and signage.
- The subject property is currently zoned GE, Gateway East district, with a Special Development Option (SDO) that requires consideration and approval by the City Council of an amended SDO Agreement and Preliminary Site Plan.
- The Planning Commission considered the request at the August 20 meeting and recommended approval of the plan to the City Council.

**BACKGROUND INFORMATION:**

The subject property is a Cadillac dealership located on the northeast corner of Grand River and Meadowbrook Road in the Gateway East district. This site was originally approved for a Hummer dealership utilizing the Special Development Option (SDO) in the Gateway East District, and the SDO agreement was later amended to change the use to a Cadillac Dealership. If approved, this would be the 5<sup>th</sup> amendment to the SDO agreement.

The applicant is now proposing a 4,174 square-foot building addition that will include a service area for service writing, pick-up and drop-off, and an office area for service writers. The Zoning Ordinance limits the size of individual retail buildings to 20,000 square feet for the Special Development Option in the Gateway East district; however, City Council has previously approved an addition that exceeded the maximum permitted square footage. The amended SDO agreement will reflect the new floor area if a deviation for this standard is approved by the City Council. Additionally, the existing parking lot will be reconfigured with new parking lot islands and expanded to

accommodate 20 additional spaces for inventory vehicles at the southeast corner of the property. The plan proposes 136 parking spaces for employees and visitors and 134 inventory spaces in total.

An update to the building façade and signage is also proposed. The applicant is requesting a Section 9 Façade Waiver for underage of brick and overage of Flat Metal Panels and for “Display Frame” that outlines the showroom windows with integrated LED lighting. A rendering is attached. The applicant has acknowledged in their response letter that they understand that the use of intense exterior accent lighting is prohibited by the ordinance, and what they have proposed is intended to be a constant soft light that produces a glowing effect around the showroom exterior glass.

Several Landscape deviations and waivers are requested and supported by staff, as well as Sign deviations to allow for an increase in square footage of previously approved signage.

FOX CADILLAC NOVI SIGNAGE	PREVIOUSLY APPROVED	EXISTING DIMENSIONS	PROPOSED DIMENSIONS	PROPOSED AREA
GRAND RIVER SCREEN WALL SIGN	9.62 SF (3.5' DIA)	4'-6"w x 1'-8"h	5'-10" 1/16w x 2'-2 5/8"h	12.95 SF
EAST WALL SIGN (PROPOSED SOUTH)	100.00 SF (MAX)	20'-4"w x 4'-5.5"h	10'-8 13/16"w x 4'-0 3/4"h 15'-9 9/16"w x 1'-3 15/16"h	106.32 SF
SERVICE NORTH WALL SIGN (PR. EAST)	17.88 SF (MAX)	13'-4 15/16"w x 1'-4"h	20'-9 3/16"w x 1'-4"h	27.69 SF
TWINPOLE SITE WAYFINDING	18.00 SF	(3) 3'w x 2'h	(3) 5'-0"w x 3'-0 3/4"h	45.93 SF

These changes require a revision of the existing Special Development Agreement. A revised agreement (Fifth Amendment to the Special Development Option Agreement) is attached for the City Council's consideration. The Planning Commission held a public hearing on August 20, 2025, and recommended approval of the Fifth Amendment to Special Development Option and Preliminary Site Plan. The Planning Commission meeting minutes are attached.

## RECOMMENDED ACTION:

**Note:** three-part motion below.

1. **Approval** of the Fifth Amendment to the Special Development Option concept plan and agreement for Cadillac of Novi, JSP25-07, subject to and based on the following:
  - a. City Council **finding** that the proposed use exemplifies the intent of the GE District as stated in Section 3.1.16.A, to allow a use in the GE District listed elsewhere in the Zoning Ordinance, provided certain criteria, including those identified below are met:
    - The proposed use incorporates a predominant physical component of the development that provides a unique entry feature along Grand River for the GE District, characterized by a distinct, high-profile appearance, *given that the*

*architecture of the modified building and additions offers a distinctive presence on this corner.*

- The proposed use is compatible with, and will promote, the uses permitted with the GE District and SDO, *as this property has demonstrated compatibility with adjacent properties as a vehicle dealership over many years.*
  - The proposed use is designed in a manner that will result in traffic and pedestrian safety, consistent with the adjoining pedestrian and vehicular thoroughfares, *as there is no significant change to the traffic flow on the site or the surrounding thoroughfares since the original SDO Agreement and Concept Plan, and previously amended SDO Agreement and Concept Plans were approved many years ago.*
- b. That, relative to other feasible uses of the site, the proposed use and concept plan, meets the criteria listed in Section 6.2 of the Zoning Ordinance, including,
- The proposed use will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area, *as the plan provides relatively minor modifications to the existing building and site.*
  - The proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats, *as identified in the staff and consultant review letters.*
  - The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood, *as has been demonstrated through many years of use as an automotive dealership.*
- c. The applicant has demonstrated compliance with the conditions listed in Section 3.12.3.B of the Zoning Ordinance, such as:
- Based upon proposed uses, layout and design of the overall project, the proposed building facade treatment, the proposed landscaping treatment and the proposed signage, the Special Development Option project will result in a material enhancement to the area of the City in which it is situated, *as identified in the initial approvals of the SDO Concept Plan and Agreement, and as identified in the staff and consultant review letters.*
  - The proposed development shall not have a materially adverse impact upon the Master Plan for Land Use of the City, and shall be consistent with the intent and spirit of this Section, *as identified in the staff and consultant review letters.*
  - Each particular proposed use in the development, as well as the size and location of such use, shall result in and contribute to a reasonable and mutually supportive mix of uses on the site, and a compatibility of uses in harmony with the surrounding area and other downtown areas of the City *as the project has been developed for several years for a similar use, and the expansions proposed for the showroom*

*and service areas have demonstrated compatibility and harmony with the surrounding area.*

- The proposed development shall be under single ownership and/or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance.

Also subject to the City Council's **approval** of the following:

- a. City Council Deviation from Section 3.11.2.C to increase gross floor area to 29,636 sf from 25,452 sf. The Zoning Ordinance limits the size of retail buildings to 20,000 square feet in the Gateway East District. *Supported by staff as the City Council had previously approved an addition that exceeded the maximum permitted square footage.*
- b. Deviation from Section 3.12.7.c.2.d to allow a waiver of a Community Impact Statement. *Supported by staff since this is a minor modification from the initial approval.*
- c. Section 9 Façade waiver for an underage of brick on the South (front) facade of the high-visibility buildings (0% proposed, 30% required), and an overage of Flat Metal Panels on South (front) and East facades (100% proposed (South) and 51% proposed (East), 50% Maximum), *because the angled profile of the Flat Metal Panels will provide an interesting architectural effect that would not otherwise be enhanced by strict application of Façade Ordinance requirements.*
- d. Section 9 Façade waiver for the "Display Frame" that outlines the showroom windows will feature integrated LED lighting, subject to the condition that intense colors and/or flashing lights are prohibited, *because it will enhance the nighttime appearance of the building.*
- e. Landscape deviation from Section 5.5.3.B.ii and iii for deficient greenbelt width along Meadowbrook. *Supported by staff as an existing condition.*
- f. Landscape deviation from Section 5.5.3.B.ii and iii for lack of greenbelt berms along both frontages. *Supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did)*
- g. Landscape deviation from Section 5.5.3.D for deficiency in foundation landscaping for building addition. *Supported as the entire building has sufficient landscaping area.*
- h. Sign deviation to allow for an increase in square footage of previously approved 3.5-foot diameter (9.62 square feet) crest sign on the screen wall along Grand River Avenue. *The proposed replacement crest sign has a total area of 12.95 square feet.*
- i. Sign deviation to allow for an increase in square footage of the previously approved 'certified service' (17.88 square feet) sign indicating the customer entrance for automotive service and repair. *The proposed replacement has a total area of 27.69 square feet.*
- j. Sign deviation to allow for an increase in square footage of the three (3) previously approved site wayfinding signs (6 square feet each). *The proposed signs each have a total area of 15.31 square feet.*



- k. Sign deviation to allow for an increase in square footage of previously approved east wall sign (100 square feet). *The proposed replacement has a total area of 106.32 square feet.*
- l. 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

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.

2. **Approval** of the Preliminary Site Plan for Cadillac of Novi, JSP25-07, subject to and based on the following:

- a. City Council Deviation from Section 3.11.2.C to increase gross floor area to 29,636 sf from 25,452 sf. The Zoning Ordinance limits the size of retail buildings to 20,000 square feet in the Gateway East District. *Supported by staff as The City Council had previously approved an addition that exceeded the maximum permitted square footage.*
- b. Deviation from Section 3.12.7.c.2.d to allow a waiver of a Community Impact Statement. *Supported by staff since this is a minor modification from the initial approval.*
- c. Section 9 Façade waiver for an underage of brick on the South (front) facade of the high-visibility buildings (0% proposed, 30% required), and an overage of Flat Metal Panels on South (front) and East facades (100% proposed (South) and 51% proposed (East), 50% Maximum), *because the angled profile of the Flat Metal Panels will provide an interesting architectural effect that would not otherwise be enhanced by strict application of Façade Ordinance requirements.*
- d. Section 9 Façade waiver for the "Display Frame" that outlines the showroom windows will feature integrated LED lighting, subject to the condition that intense colors and/or flashing lights are prohibited, *because it will enhance the nighttime appearance of the building.*
- e. Landscape deviation from Section 5.5.3.B.ii and iii for deficient greenbelt width along Meadowbrook. *Supported by staff as an existing condition.*
- f. Landscape deviation from Section 5.5.3.B.ii and iii for lack of greenbelt berms along both frontages. *Supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did)*
- g. Landscape deviation from Section 5.5.3.D for deficiency in foundation landscaping for building addition. *Supported as the entire building has sufficient landscaping area.*
- h. Sign deviation to allow for an increase in square footage of previously approved 3.5-foot diameter (9.62 square feet) crest sign on the screen wall along Grand River Avenue. *The proposed replacement crest sign has a total area of 12.95 square feet.*

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- k. Sign deviation to allow for an increase in square footage of previously approved east wall sign (100 square feet). *The proposed replacement has a total area of 106.32 square feet.*
- l. 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

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.

- 3. **Approval** of the Stormwater Management Plan for Cadillac of Novi, JSP25-07, subject to and based on the conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan submittal.

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.

**MAPS**

**Location**

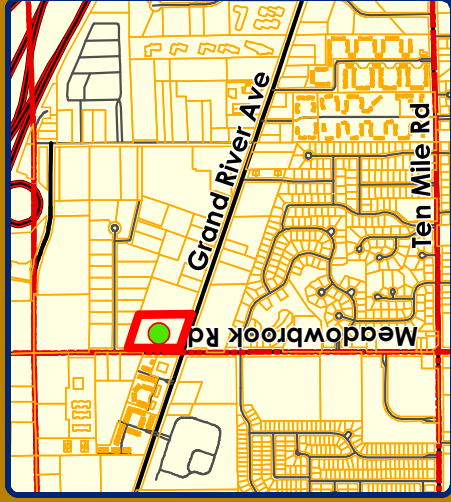
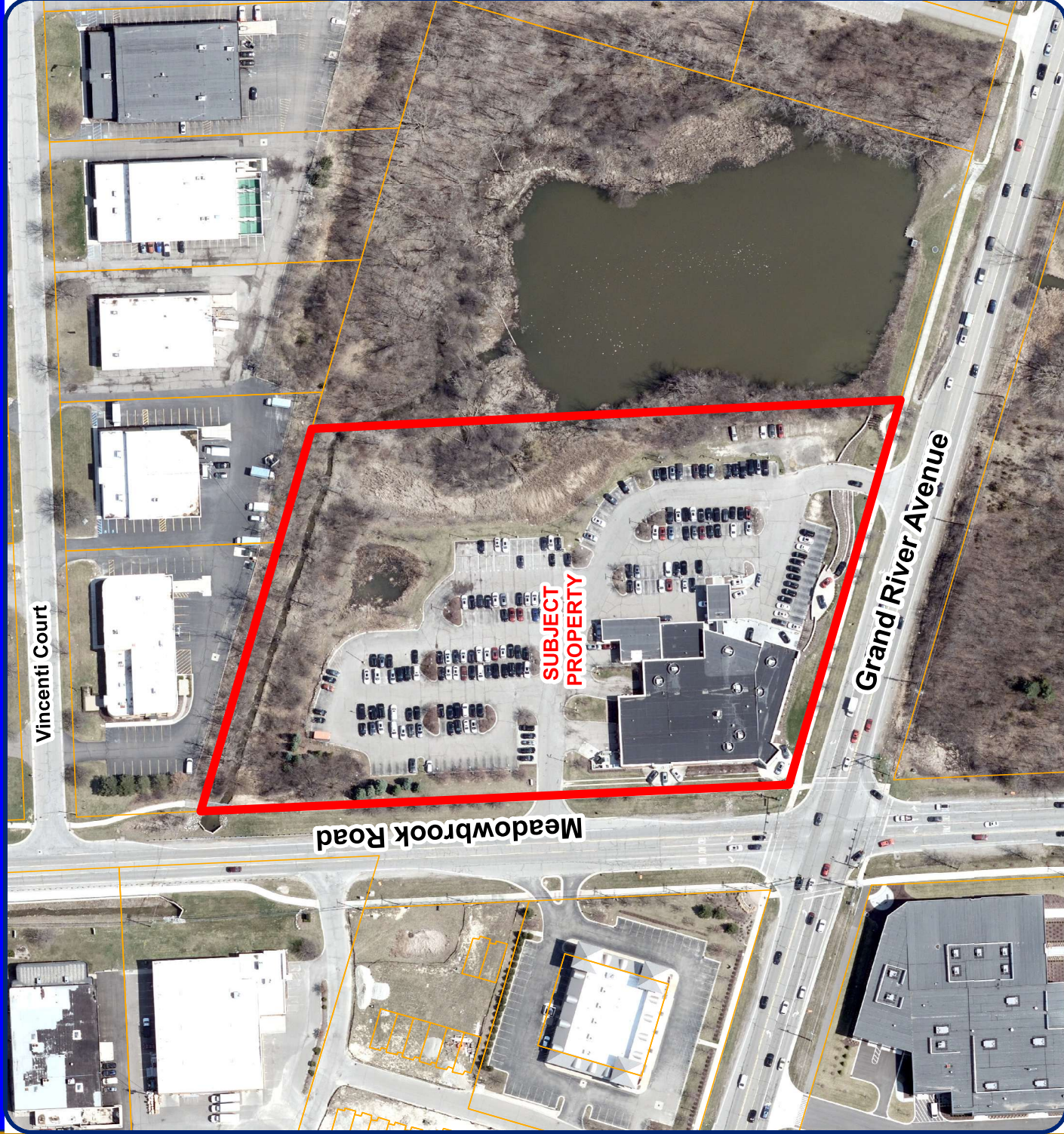
**Zoning**

**Future Land Use**

**Natural Features**

# JSP25-07 Cadillac of Novi

## LOCATION



### Legend



Subject Area



### City of Novi

Dept. of Community Development  
City Hall / Civic Center  
45175 W Ten Mile Rd  
Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

Map Author: Dan Commer

Date: 8/1/25

Project: JSP25-07 Cadillac of Novi

Version #: 1

0 35 70 140 210 Feet

1 inch = 167 feet



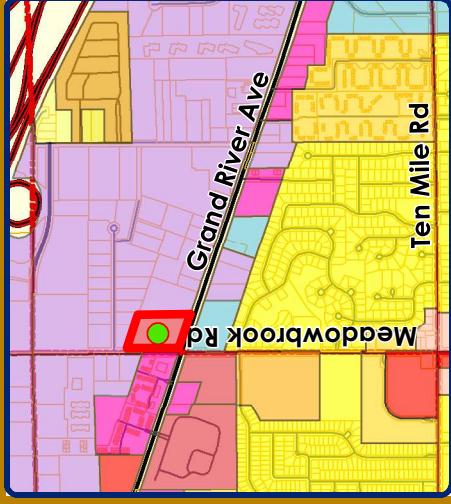
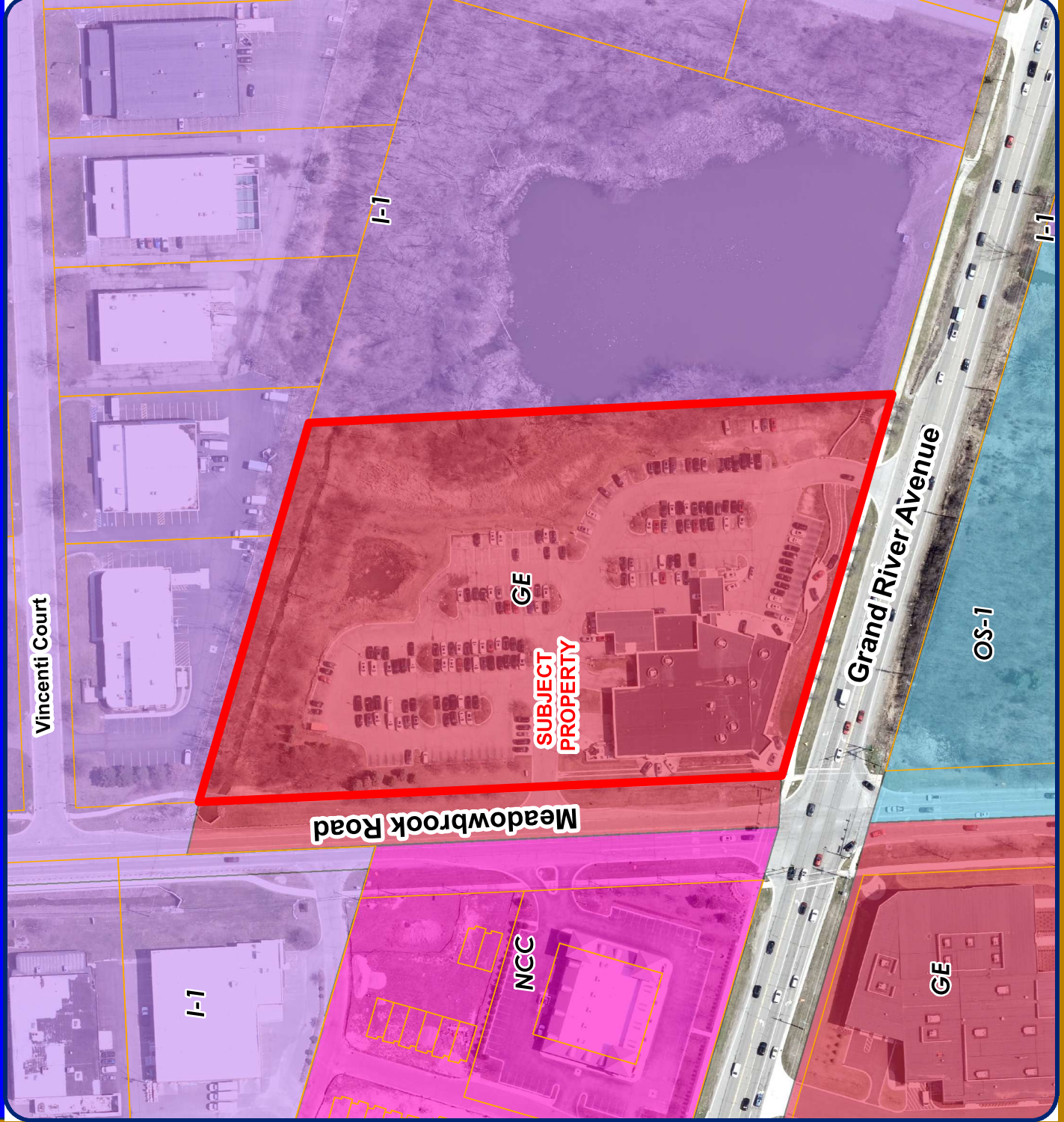
#### MAP INTERPRETATION NOTICE

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.




# JSP25-07 Cadillac of Novi

## ZONING



### Legend

- GE: Gateway East District
- I-1: Light Industrial District
- NCC: Non-Center Commercial District
- OS-1: Office Service District

 Subject Area



### City of Novi

Dept. of Community Development  
City Hall / Civic Center  
45175 W Ten Mile Rd  
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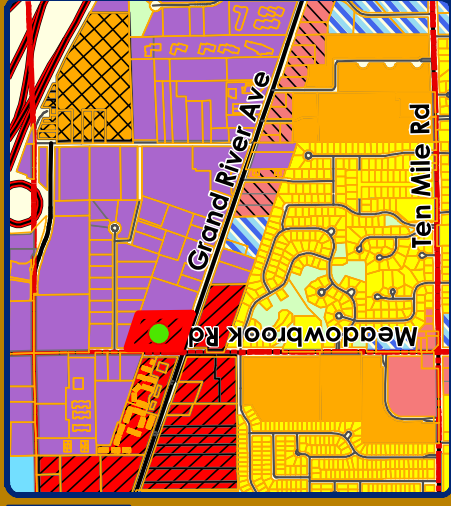
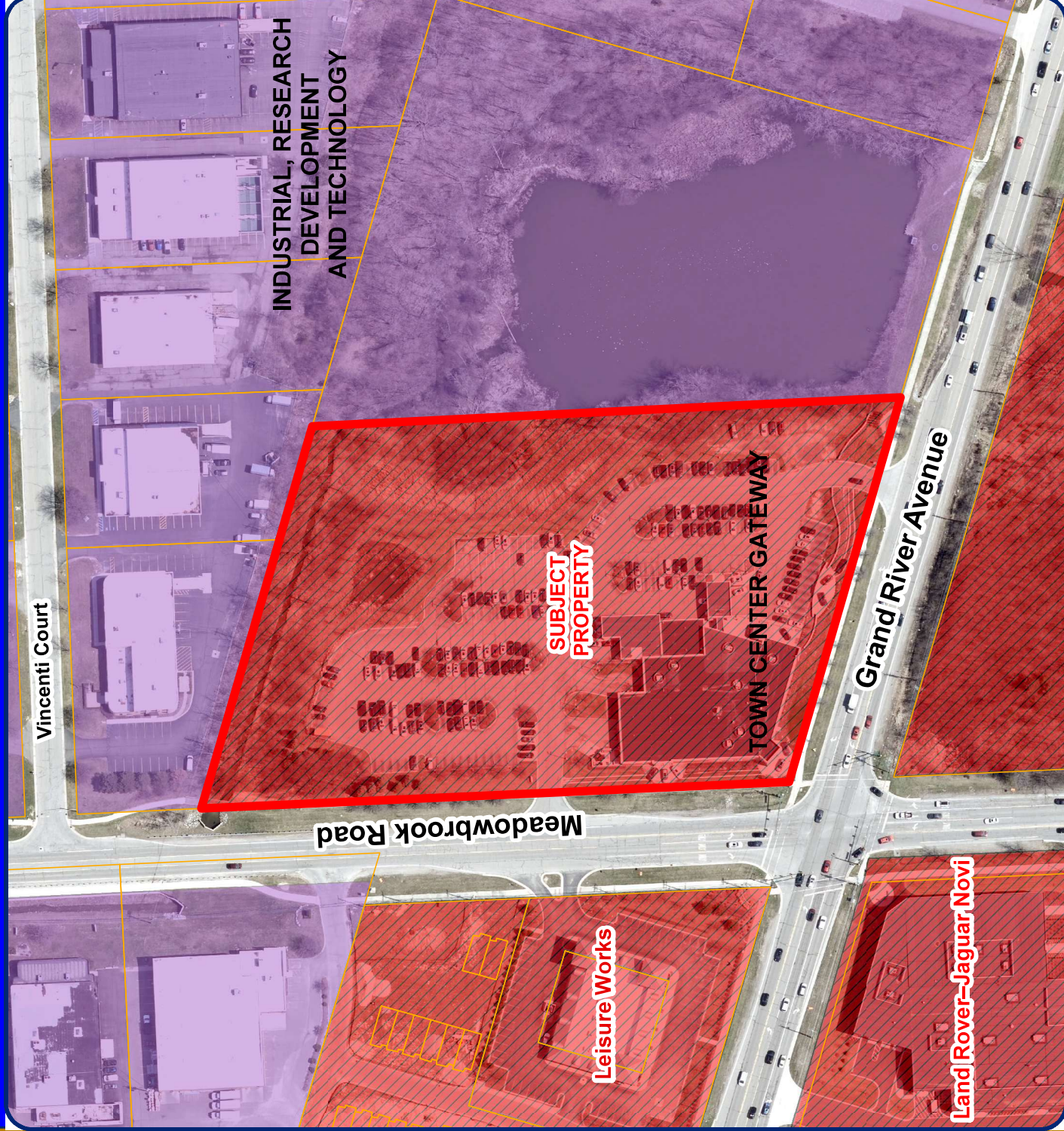
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# JSP25-07 Cadillac of Novi

FUTURE LAND USE



## Legend

- Industrial, Research, Development and Technology
- Town Center Gateway

Subject Area



## City of Novi

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

Map Author: Dan Commer

Date: 8/1/25

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Version #: 1

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Feet

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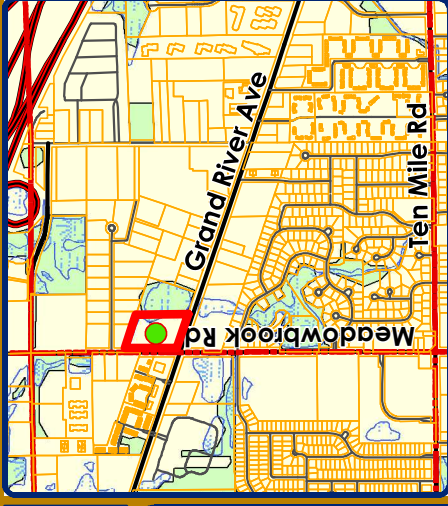
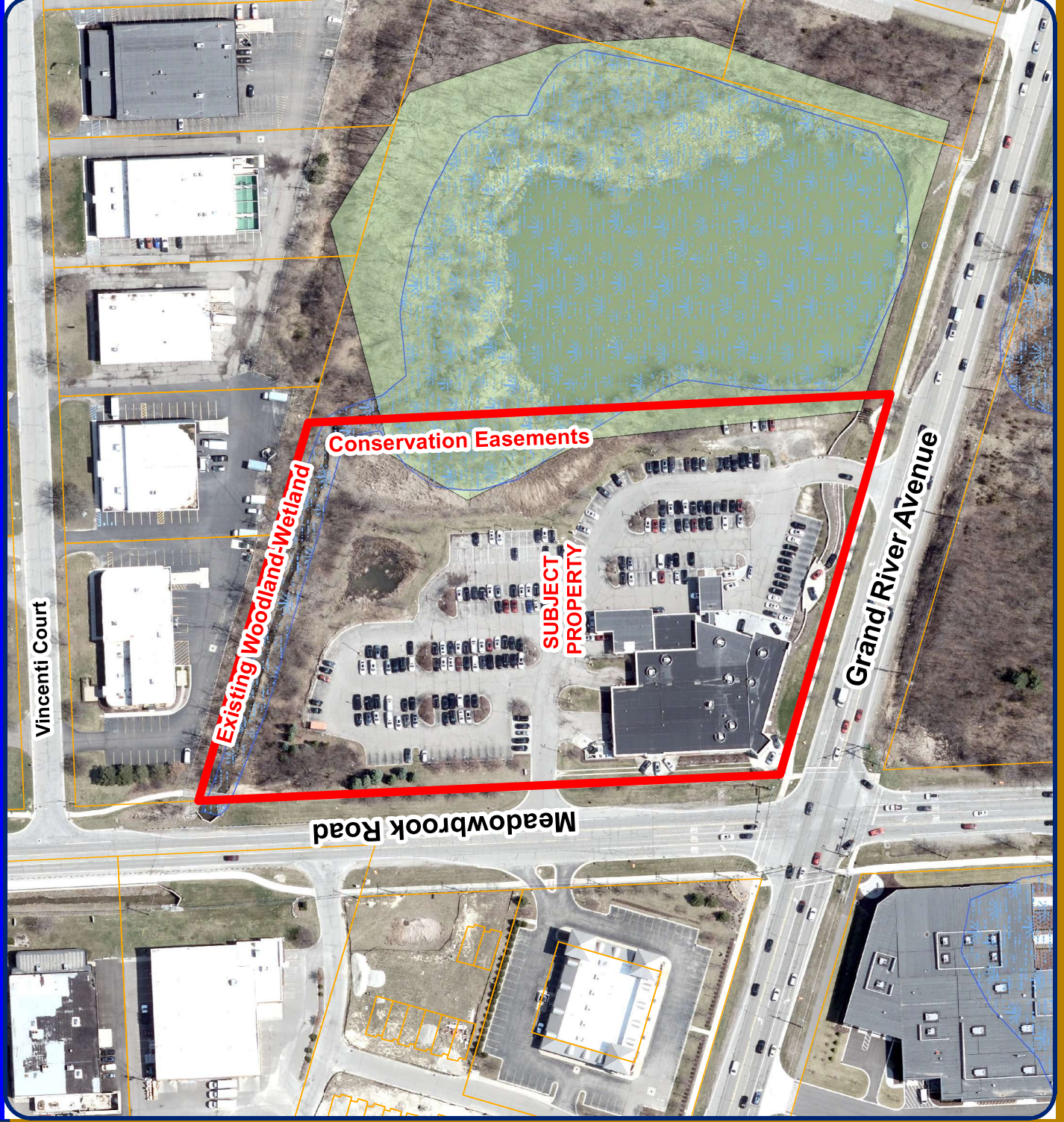
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



# JSP25-07 Cadillac of Novi

## NATURAL FEATURES



### Legend

-  Wetlands
-  Woodlands
-  Subject Area



### City of Novi

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

Map Author: Dan Commer

Date: 8/1/25

Project: JSP25-07 Cadillac of Novi

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**DIMENSIONAL SITE PLAN**





## RENDERING PACKAGE

**FOX CALLILAC NOVI  
RENDERING PACKAGE  
04.11.2025**

**STUDIODETROIT**  
ARCHITECTS

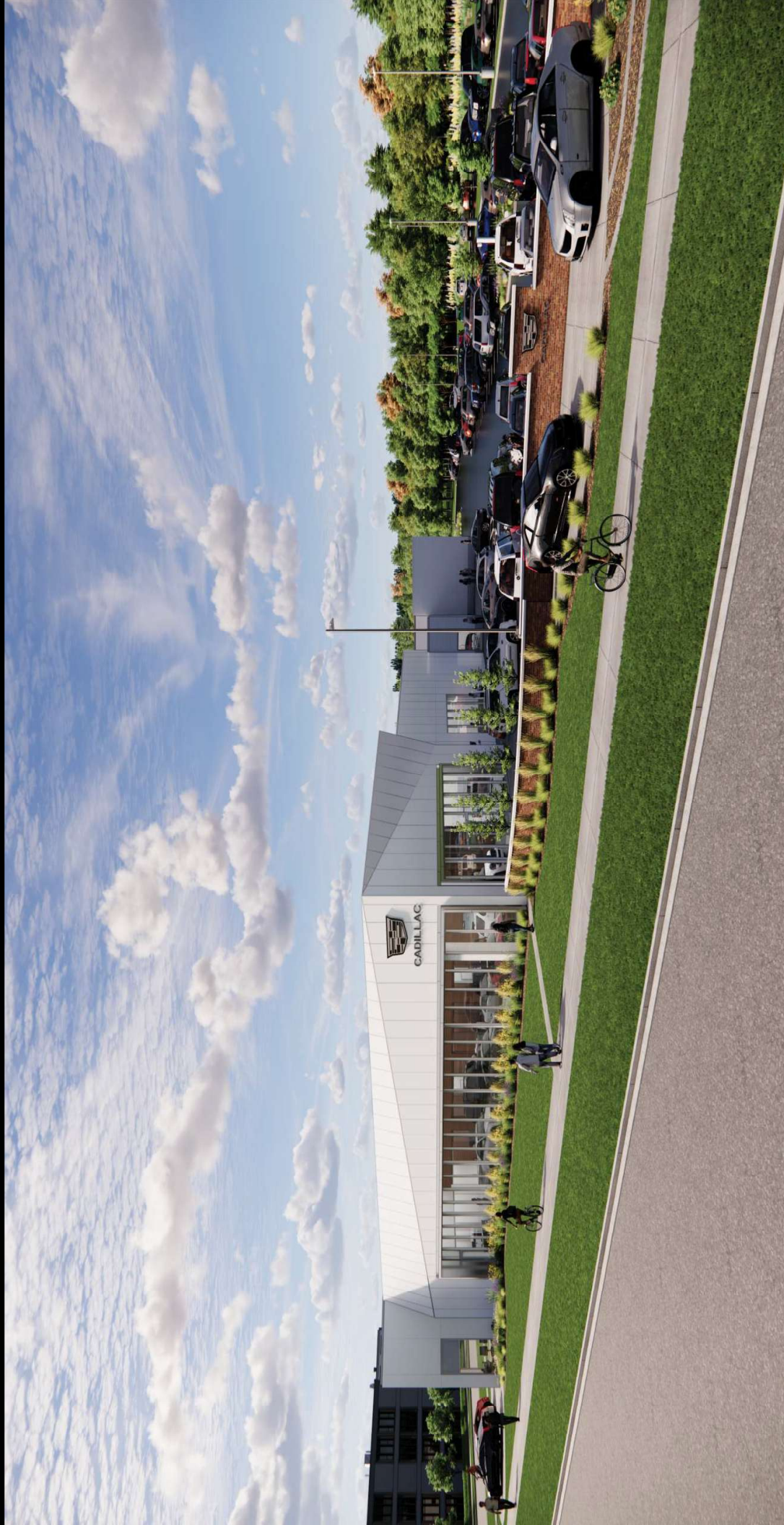




**FOX CADILLAC NOVI**

**STUDIODETROIT**  
ARCHITECTS

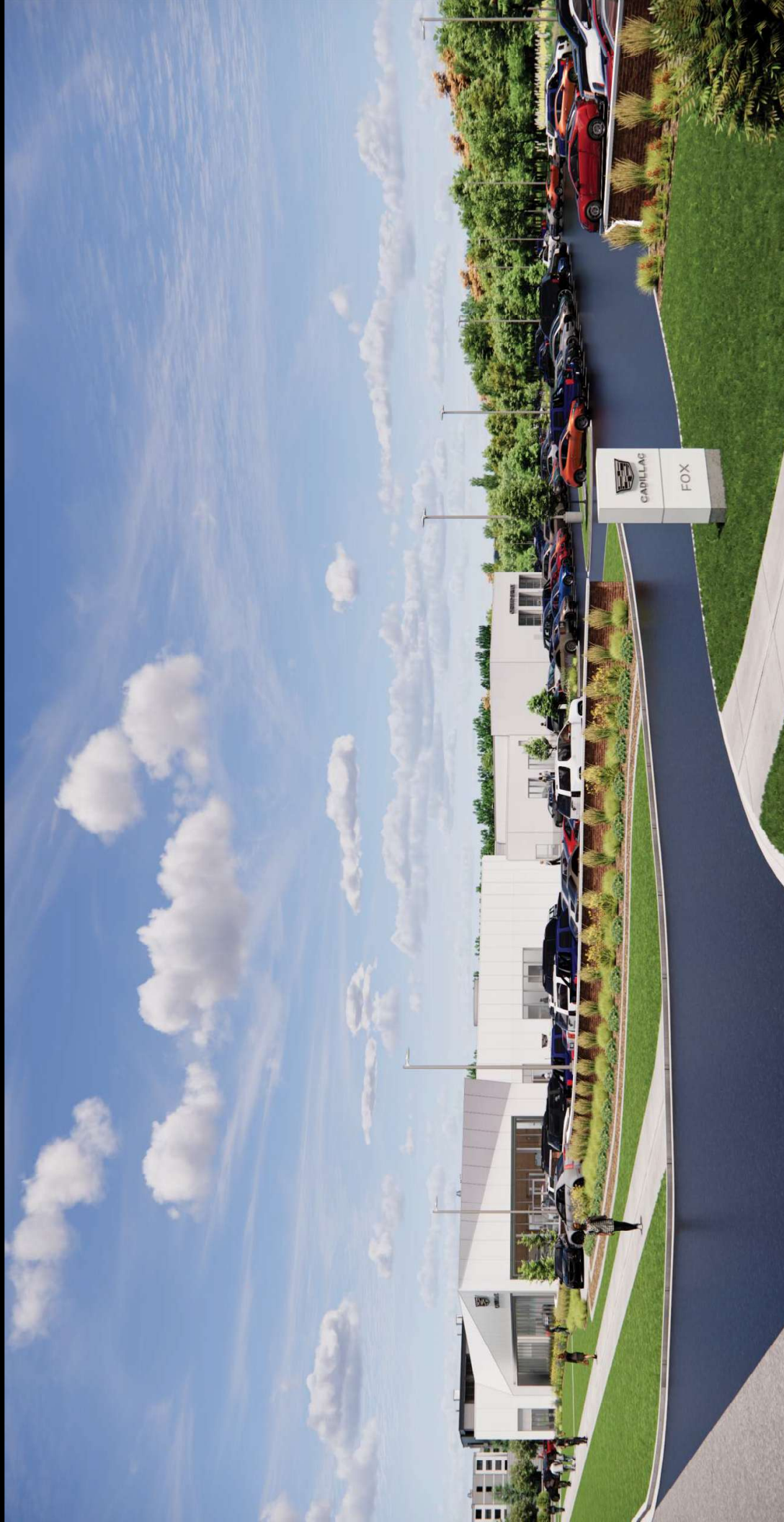




**FOX CADILLAC NOVI**

**STUDIODETROIT**  
ARCHITECTS





# FOX CADILLAC NOVI

STUDIODETROIT  
ARCHITECTS



**FOX CADILLAC NOVI**

**STUDIODETROIT**  
ARCHITECTS





**FOX CADILLAC NOVI**

**STUDIODETROIT**  
ARCHITECTS





# FOX CADILLAC NOVI

STUDIODETROIT  
ARCHITECTS





# FOX CADILLAC NOVI

STUDIODETROIT  
ARCHITECTS

LED DISPLAY FRAME RENDERING





**FIFTH AMENDMENT TO SDO AGREEMENT**

**STATE OF MICHIGAN**  
**COUNTY OF OAKLAND**  
**CITY OF NOVI**  
**FIFTH AMENDMENT TO SPECIAL DEVELOPMENT**  
**OPTION AGREEMENT**  
**FOR CADILLAC OF NOVI GATEWAY**  
**(F/K/A HUMMER OF NOVI GATEWAY)**  
**(SPECIAL DEVELOPMENT OPTION (SDO))**

AGREEMENT, dated this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the City of Novi, whose address is 45175 Ten Mile Road, Novi, Michigan 48375 (the "City") and Fox Detroit Properties, LLC, 200 Ottawa Ave, Suite 800, Grand Rapids, Michigan, 49503, (the "Owner"); and Cadillac of Novi, whose address is 200 Ottawa Ave, Suite 800, Grand Rapids, Michigan, 49503,(the "Developer").

**RECITALS:**

A. Owner/Developer and the City previously entered into a Special Development Option (SDO) Agreement (the "Original SDO Agreement") in connection with certain property located in the City of Novi on Grand River Avenue and Meadowbrook Road. The Original SDO Agreement governs the use and development of the property for a Hummer auto dealership. The Original SDO Agreement covers the property described in attached **Exhibit A** (the "Property"), was approved by the City Council on June 21, 2004, is dated October 18, 2014, and is recorded at Liber 42070, Page 233 Oakland County Records.

B. The Original SDO Agreement was modified by a First Amendment dated November 14, 2007, and is recorded at Liber 42070, Page 246 Oakland County Records. The First Amendment, (among other things) allowed non-Hummer vehicles to be parked and sold within the property.

C. A Second Amendment to the SDO Agreement dated February 8, 2010, and recorded at Liber 43570, Page 501, Oakland County Records, acknowledged the termination of the Hummer dealership on the property and authorized use of the property for an automobile dealer facility that supported the sale and servicing of Cadillac vehicles, subject to various terms and conditions. The Second Amendment also allowed the conversion of Hummer signs to Cadillac signs and allowed additional Cadillac signs under certain conditions.

D. A Third Amendment and Restatement of the Agreement dated September 10, 2011, recorded at Liber 43570, Page 510 allowed the transformation of the building and site plan to become a fully recognizable Cadillac dealership.

E. A Fourth Amendment to the SDO Agreement, dated July 8, 2013, and recorded at Liber 46155, Page 590, Oakland County Records, added a sign to the approved plan.

F. The Owner/Developer now proposes to amend the SDO Plan (the "Amended SDO Plan") for the Development to build a 4,174 square foot addition to the northeast corner of the existing Cadillac of Novi building. The proposed addition will include a service area where customers may drive into the area for service writing and pick-up and drop-off, and an office area for service writers. The existing parking lot

will be removed and replaced with new parking lot islands and expanded to accommodate 20 additional spaces for inventory vehicles. A new parking area will be added to the southeast corner of the property. 136 parking spaces for employees and visitors and 134 inventory spaces will be provided. The Amended SDO Plan also updates the building façade and signage.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

I. AMENDMENT TO SPECIAL DEVELOPMENT OPTION AGREEMENT

The Owner/Developer and the City agree that the Special Development Option Agreement for Cadillac of Novi Gateway, **GENERAL PROJECT DESCRIPTION**, is hereby amended as follows:

The Cadillac of Novi Project is located at the northeast corner of Grand River Avenue and Meadowbrook Road. The site is 6.77-acres and is currently zoned Gateway East District. The Project entails the development/redevelopment of an automobile dealership facility that supports the sale and servicing of Cadillac vehicles; a new- and used-car sales room, showroom, and office; a service area where customers may drive into the area for service writing and pick-up and drop-off for parts sales and service, and an office area for service writers, together with outdoor space for exclusive sale of new or used vehicles as consistent with a typical Cadillac dealership. The building is planned to be 29,626 square feet in size with no more than 270 parking spaces, all of which shall be shielded from Grand River and Meadowbrook. The architecture and design layout are to meet the exterior material requirements of the Gateway East District ordinance and the minimum requirements in Exhibit B subject to Section III.d. of this Amended SDO Plan. Particular attention has been given to the requirements of both the Gateway East District regulations and the Third Amendment to SDO Agreement, dated September 10, 2011, which restated the requirements of the Development Agreement dated December 15, 2003, the SDO Agreement approved by the City Council on July 21, 2004, the First Amendment to the SDO Agreement dated November 14, 2007, and the Second Amendment to the SDO Agreement dated February 8, 2010,. This Fifth Amendment to SDO Agreement also supersedes the Fourth Amendment to the SDO Agreement, dated July 8, 2013.

The site has some wetlands, including Bishop Creek and a 100-year floodplain running through the northerly end of the site and continuing along the eastern property line. The land was previously a fill area, as indicated by soil boring test results.

Owner intends to and shall seek, obtain approval for, and use best management practices and efforts with respect to, all wetland, storm water, and soil erosion requirements and measures throughout the Property during the design and construction phases, and subsequent use of the Property and development contemplated in the Site Plan. In conjunction with the previous approval of the original SDO Plan and Site Plan, a conservation easement was executed and delivered to the City for recording, providing for the preservation of the wetlands and woodlands as reflected on the original approved Site Plan.

Owner agrees to develop and use the Property solely for the use as a new- and used-car sales showroom and a service area where customers may drive into the area for service writing and pick-up and drop-off, and an office area for service writers related thereto, together with outdoor space for exclusive sale of new or used vehicles as permitted under this Agreement, subject to

and in accordance with all of the specifications of the previously approved Conceptual SDO Plan, the previously-approved Site Plan and the Amended SDO Plan attached hereto as **Exhibit B**, subject to the requirements set forth in the Planning and City Consultants' Reports, attached as Exhibit C. Owner will forebear from developing and/or using the Property in any manner other than as approved as part of the Amended SDO Plan, with the understanding that, to the extent the requirements therein are more restrictive than City regulations, they supersede any and all inconsistent City regulations.

## II. PARKING AND VEHICLE STORAGE

Three vehicle display pods are permitted as shown adjacent to the road rights-of-way as shown on the New Site Plan (Exhibit B). Owner agrees not to use other outdoor vehicle display and/or storage to a greater extent and/or with closer or greater exposure to Grand River and Meadowbrook Road than that shown on the New Site Plan (Exhibit B). Additional vehicle display outside of the main entrance to the dealership, at the east façade entry and on a stamped concrete area adjacent to the east facade of the building, shall be permitted as shown on the New Site Plan (Exhibit B). Any additional outdoor vehicle display and/or storage shall require City approval and shall be subject to Site Plan review and approval. There shall be no elevated storage or display of vehicles in any location on the Property.

Vehicles and vehicle spaces shall be permitted on the Property for storage and/or display, employee parking, and for customer parking. The total number of vehicles for such purposes shall be as set forth on the new Site Plan.

## III. DEVIATIONS

The following additional deviations are approved by the City with the Amended SDO Plan:

- a. A deviation to Section 3.11.2.c of the Zoning Ordinance, which provides that no individual retail sales or personal service establishment shall exceed twenty thousand (20,000) square feet of total gross floor area, exclusive of basement areas leased and utilized by the tenant of the building for storage purposes only. The proposed 4,174 square footage building addition would increase gross floor area to 29,626 square feet.
- b. A deviation from Section 3.12.7.c.2.d. requiring a Community Impact Statement in the event the property on which the project is to be situated consists of six (6) or more acres, because the plan is proposing minor changes to an existing development.
- c. Section 9 Façade waiver for an underage of brick on the South (front) facade of the high visibility buildings (0% proposed, 30% required), and an overage of Flat Metal Panels on South (front) and East facades (100% proposed (South) and 51% proposed (East), 50% Maximum), because the angled profile of the Flat Metal Panels will provide an interesting architectural effect that would not otherwise be enhanced by strict application of Façade Ordinance requirements and the overall design is consistent with the intent and purpose of the Façade Ordinance and is in context with other buildings in the surrounding area.
- d. Section 9 Façade waiver for the "Display Frame" that outlines the showroom windows will feature integrated LED lighting, subject to the condition that intense colors and/or flashing lights are prohibited, because the display frame will enhance the nighttime appearance of the building.



- e. Landscape deviation and waiver from Section 5.5.3.B.ii and iii for deficient greenbelt width along Meadowbrook.
- f. Landscape deviation and waiver from Section 5.5.3.B.ii and iii for lack of greenbelt berms along both frontages.
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- k. Sign deviation to allow for an increase in square footage of previously approved east wall sign (100 square feet). The proposed replacement has a total area of 106.32 square feet.

IV. This Fifth Amendment to the Special Development Option Agreement shall be binding upon and inure to the benefit of the parties to this Agreement and their respective heirs, successors, assigns and transferees and shall be recorded by either party with the office of the Oakland County Register of Deeds.

V. This Fifth Amendment to the Special Development Option Agreement may be signed in counterparts.

VI. The previously executed Third Amendment and Restatement of Agreement for Cadillac of Novi Gateway Special Development Option shall remain in full force and effect except as modified herein.

## DEVELOPER

Fox Detroit Properties, LLC, a  
Michigan limited liability company

By: \_\_\_\_\_

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me appeared \_\_\_\_\_, authorized representative of Developer, who states that he/she has signed this document of his/her own free will on behalf of Developer.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County, \_\_\_\_\_

My commission expires: \_\_\_\_\_

Acting in \_\_\_\_\_ County, \_\_\_\_\_

**CITY OF NOVI**

By: \_\_\_\_\_

Justin Fischer, Mayor

By: \_\_\_\_\_

Cortney Hanson, Clerk

STATE OF MICHIGAN)

COUNTY OF OAKLAND)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2025, before me appeared Justin Fischer, Mayor and Cortney Hanson, Clerk of the City of Novi, authorized representatives of Developer, who state that they have signed this document of their own free will on behalf of Developer.

\_\_\_\_\_  
Notary Public

Oakland County, MI

My commission expires: \_\_\_\_\_

Acting in Oakland County, MI

Drafted by:  
Elizabeth Kudla Saarela  
27555 Executive Drive, Suite 250  
Farmington Hills, MI 48331

When recorded return to:  
Cortney Hanson, City Clerk  
City of Novi  
45175 Ten Mile Road  
Novi, MI 48375

## EXHIBIT A

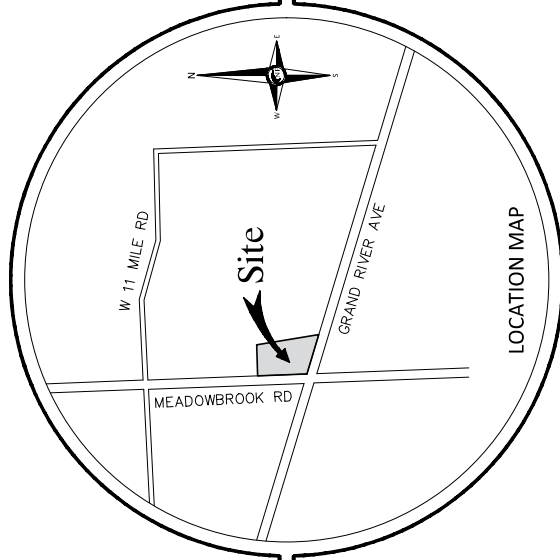
T1N, R8E, SEC 24 PART OF NW 1/4 BEG AT PT DIST S 02-34-41 E 721.49 FT & N 87-43-33 E 60.00 FT & S 02-34-41 E 517.70 FT FROM NW SEC COR, TH S 73-34-41 E 456.49 FT, TH S 02-34-41 E 678.32 FT, TH N 73-33-43 W 456.44 FT ALG NLY R/W LINE OF GRAND RIVER AVE, TH N 02-34-41 W 678.17 FT TO BEG 6.72 A11/29/84 FR 009

## EXHIBIT B

City of Novi,  
Oakland County, Michigan  
PRELIMINARY SITE PLAN DOCUMENTS  
Prepared For  
DP Fox Holdings, LLC

Journal Pre-proof

CONTAINING 311795.5 SQUARE FEET OR 7.158 ACRES  
ADDRESS: 41350 GRAND RIVER, NOVI, MI  
P.I.N.: 50-22-24-100-051

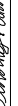


Project Name

Cadillac of Novi

[illegible]

**REVISIONS:**  
2025-04-16 - ISS  
2025-06-23 - RE



CITY OF NOVI NUMBER: JSP25-0001



TEL. (248) 332-7931  
FAX (248) 332-8757

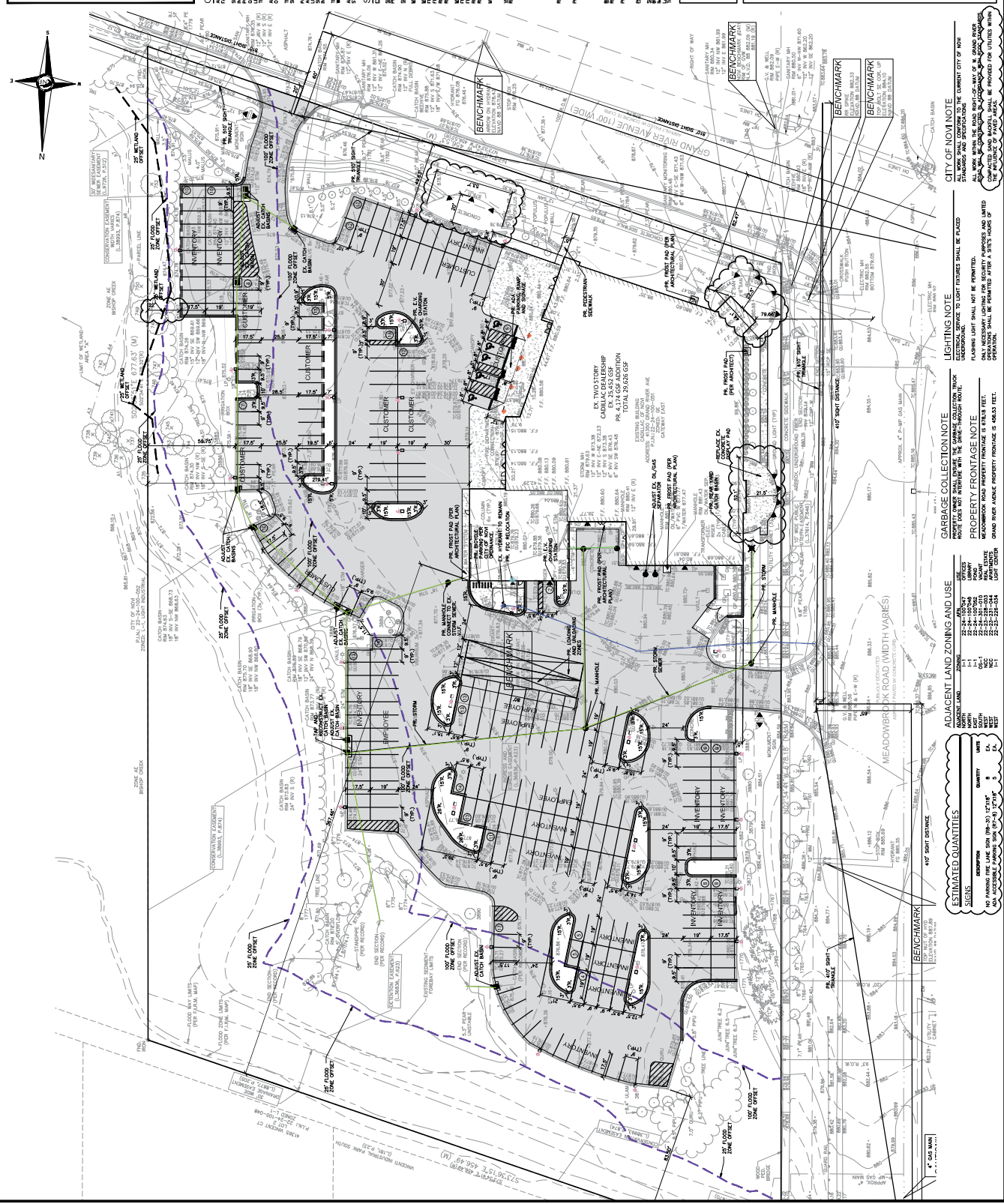
FAX: (248) 332-8257



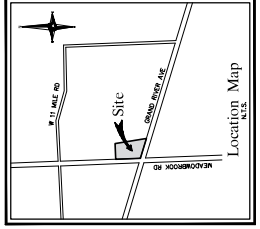












**CURB REPLACEMENT NOTE**  
 NO CONSTRUCTION IS PERMITTED WITHIN 2' OF THE FLOOD ZONE.

**FLOOD ZONE NOTE**  
 CHANGED CONCRETE IS NOT PERMITTED WITHIN 10' OF THE FLOOD ZONE.

**GENERAL PAVING NOTES**  
 ALL PAVING SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**ASPHALT**  
 BASE COURSE - 100% M.A.C. (TYPE 1) 18" THICK  
 SURFACE COURSE - 100% M.A.C. (TYPE 1) 18" THICK

**CONCRETE**  
 ALL CONCRETE SHALL BE 4000 PSI (MINIMUM) WITH 4% AIR ENTRAINMENT.

**PAVEMENT**  
 ALL PAVING SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**SEWER**  
 ALL SEWER SHALL BE 12" DIA. (MINIMUM) WITH 4% SLOPE.

**WATER**  
 ALL WATER SHALL BE 12" DIA. (MINIMUM) WITH 4% SLOPE.

**STORM**  
 ALL STORM SHALL BE 18" DIA. (MINIMUM) WITH 4% SLOPE.

**UTILITY**  
 ALL UTILITY SHALL BE 12" DIA. (MINIMUM) WITH 4% SLOPE.

**WALKWAY**  
 ALL WALKWAY SHALL BE 4" THICK (MINIMUM) WITH 4% SLOPE.

**BIKEWAY**  
 ALL BIKEWAY SHALL BE 4" THICK (MINIMUM) WITH 4% SLOPE.

**LANDSCAPE**  
 ALL LANDSCAPE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**VEGETATION**  
 ALL VEGETATION SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**RETAINMENT**  
 ALL RETAINMENT SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**ENCLOSURE**  
 ALL ENCLOSURE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**WALL**  
 ALL WALL SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**FOUNDATION**  
 ALL FOUNDATION SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**ROOF**  
 ALL ROOF SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**FLOOR**  
 ALL FLOOR SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**CEILING**  
 ALL CEILING SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**MECHANICAL**  
 ALL MECHANICAL SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**ELECTRICAL**  
 ALL ELECTRICAL SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**TELEPHONE**  
 ALL TELEPHONE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**CABLE**  
 ALL CABLE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**WIRE**  
 ALL WIRE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**PIPE**  
 ALL PIPE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**DUCT**  
 ALL DUCT SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**TRUNK**  
 ALL TRUNK SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**CONDUIT**  
 ALL CONDUIT SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**WIRE**  
 ALL WIRE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**PIPE**  
 ALL PIPE SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

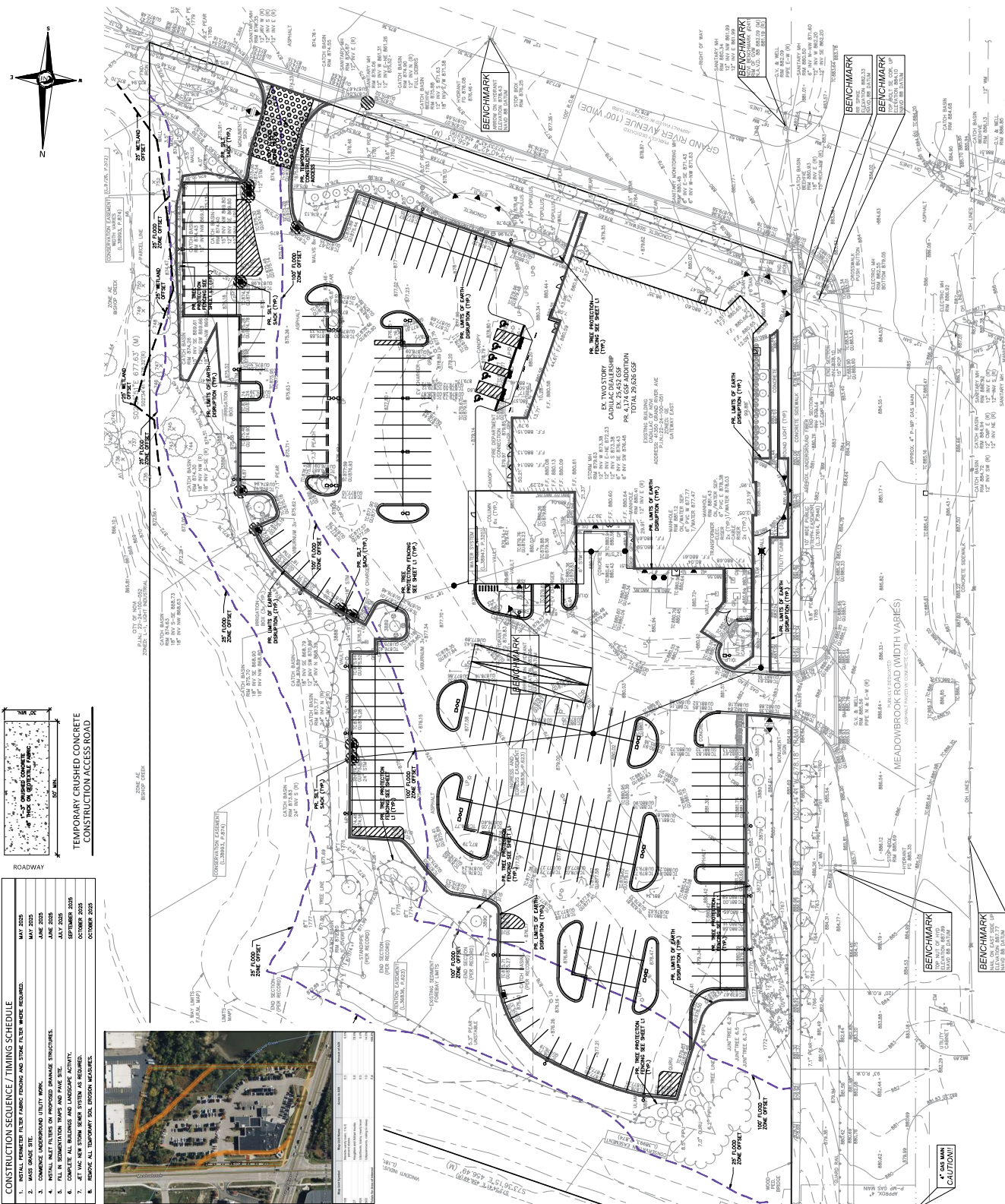
**DUCT**  
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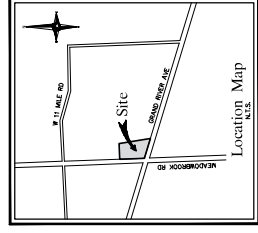
**TRUNK**  
 ALL TRUNK SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

**CONDUIT**  
 ALL CONDUIT SHALL BE IN ACCORDANCE WITH THE MICHIGAN STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

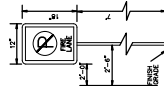
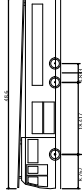




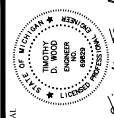




Novi fire truck	48,600ft
Overall Length	8,333ft
Overall Width	1,000ft
Overall Body Height	1,333ft
Min Body Ground Clearance	8,333ft
Track Width	600s
Lock-to-lock time	50,000ft
Wall-to-Wall Turning Radius	



## FIRE DEPARTMENT NOTES



*Sinotragus Ward*

OBJECT  
 dillac of Novi

CONTACT: **CS Schiefel Properties, LLC**  
 100 Ottawa Ave. NW, Suite 800  
 Grand Rapids, MI 49503  
 contact: **r. Colin Schiefel**  
 phone: (616) 540-4988  
 email: [cschiefel@dpfox.com](mailto:cschiefel@dpfox.com)

**PROJECT LOCATION**  
part of the NW 1/4 of  
ction 24  
IN., R. 8E.  
ty of Novi  
akland County, MI

## Fire Truck Maneuvering and Hydrant Coverage



Know what's below  
**Call before you dig.**

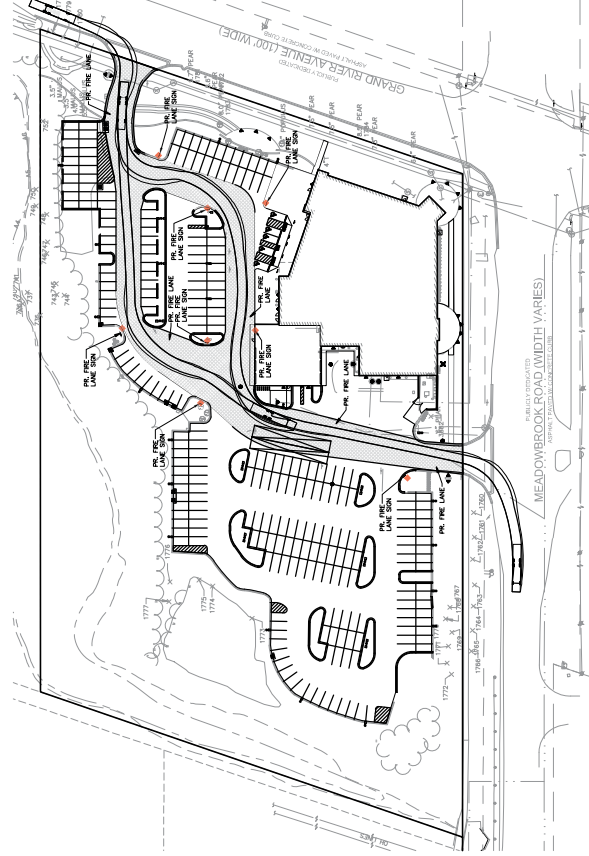
[illegible]

DRAWN BY:  
 B. Griebach  
 DESIGNED BY:  
 C. Wood  
 APPROVED BY:  
 J. Longhurst  
 DATE:

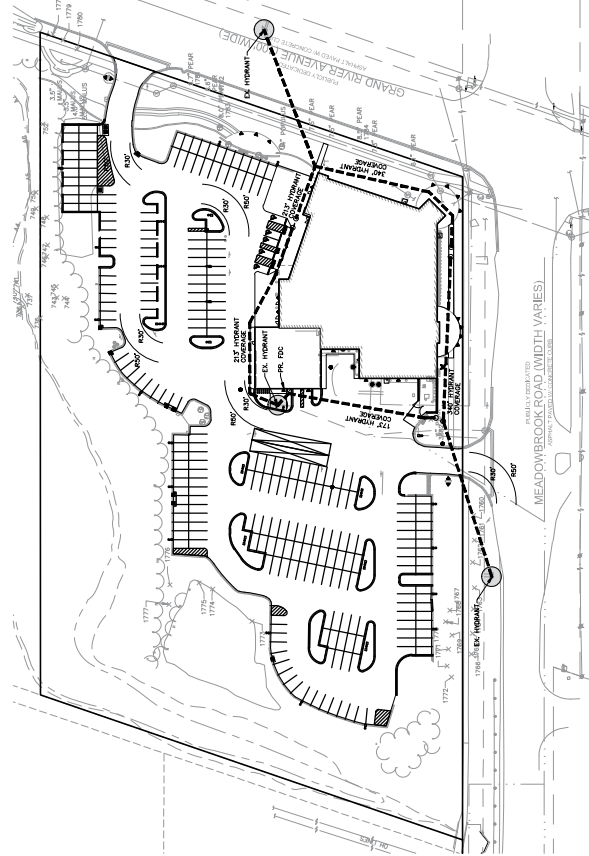
SCALE: 1" = 60'

JOB NO. 548

SHEET NO. C6



**TRUCK MANEUVERING AND FIRE LANE PLAN**  
SCALE: 1"=60'



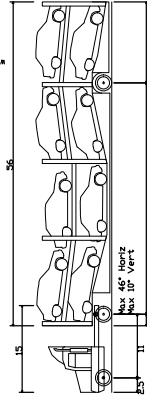
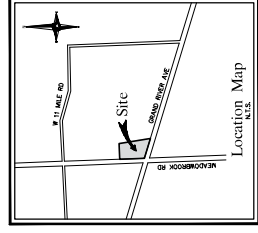
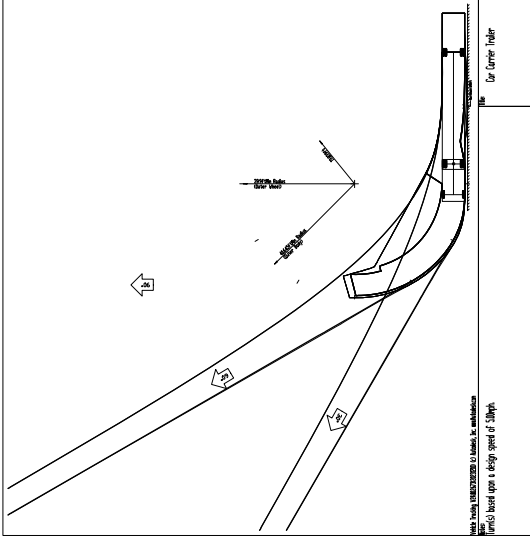
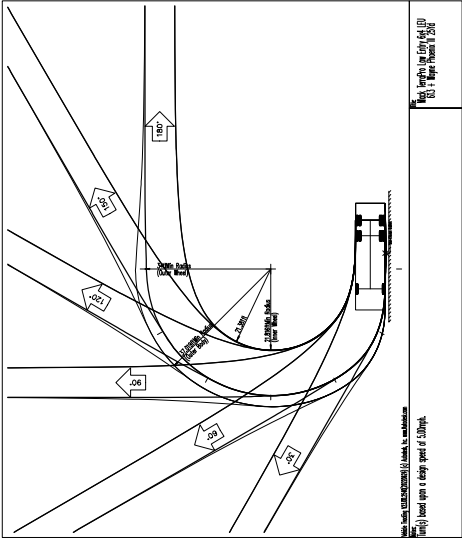
**HYDRANT COVERAGE PLAN**  
**SCALE: 1"=80'**

**LEGEND**

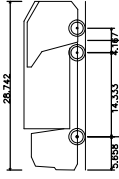
FIRE LANE

0548

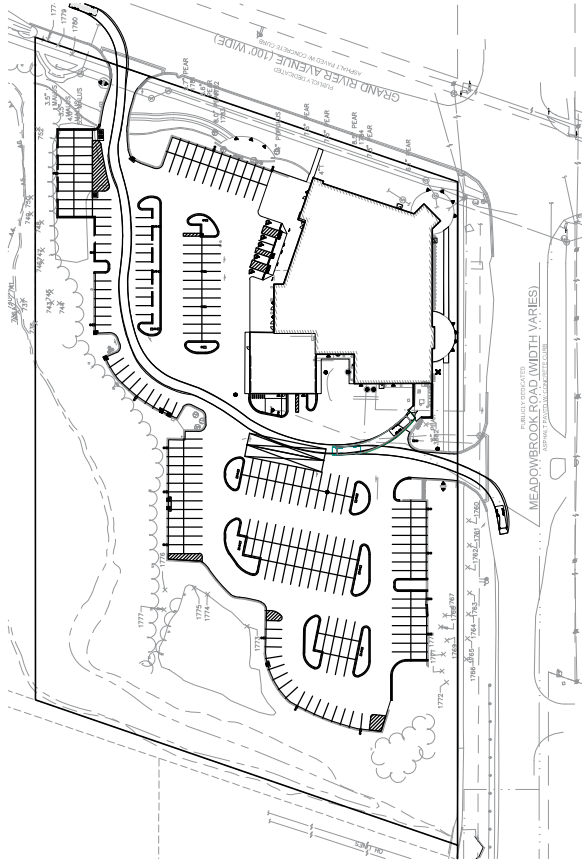
C6



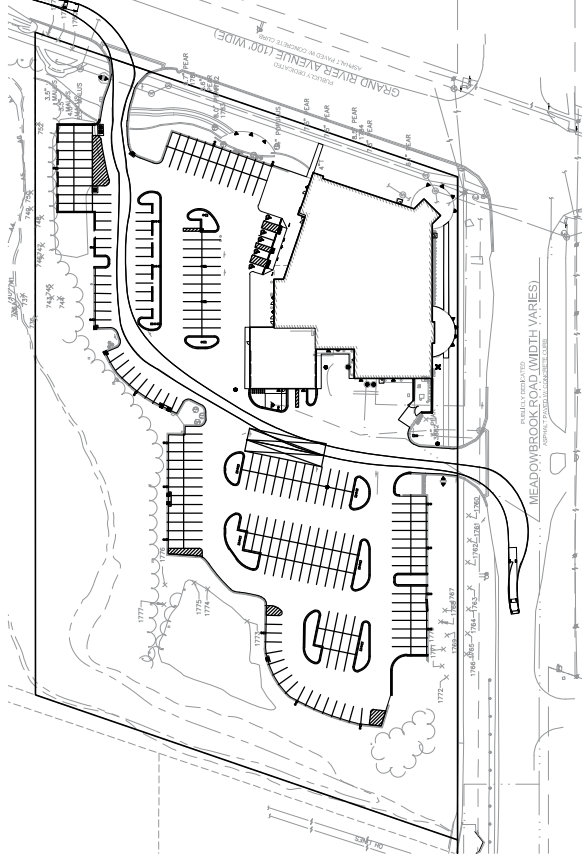
Car Carrier Trailer  
 Overall Length  
 Overall Width  
 Overall Body Height  
 Min Body Ground Clearance  
 Track Width  
 Lock-to-lock time  
 Curb to Curb Turning Radius



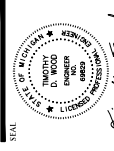
Mack TerraPro Low Entry 6x4 LEU 613 + Wayne Phoenix III 25Yd  
 Overall Length  
 Overall Width  
 Overall Body Height  
 Min Body Ground Clearance  
 Track Width  
 Lock-to-lock time  
 Curb to Curb Turning Radius



GARBAGE TRUCK MANEUVERING PLAN  
SHEET T-400



CAR CARRIER MANEUVERING PLAN  
SHEET T-400



*Timothy D. Wood*  
 PROJECT  
 Cadillac of Novi

CLIENT  
 Detroit Properties, LLC  
 200 Oakland County Road 11  
 Grand Rapids, MI 49503  
 Contact:  
 Mr. Colin Schieller  
 Phone: (616) 541-4988  
 Email: schieller@detroitprops.com

PROJECT LOCATION  
 Part of the NW 1/4 of  
 Section 18, T. 8 E.  
 City of Novi  
 Oakland County, MI

NOTES  
 Truck Manuevering and  
 Open Space Plan

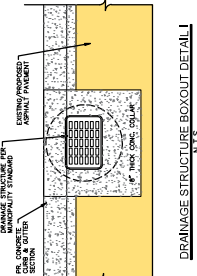
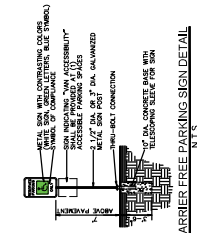
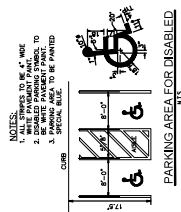


DATE: ISSUED/REVISED  
 DRAWN BY: J. G. GORDON  
 CHECKED BY: T. W. WOOD  
 APPROVED BY: J. Longhurst  
 DATE: April 16, 2025

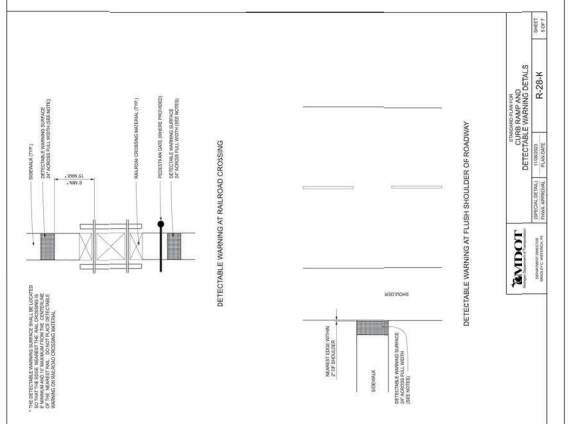
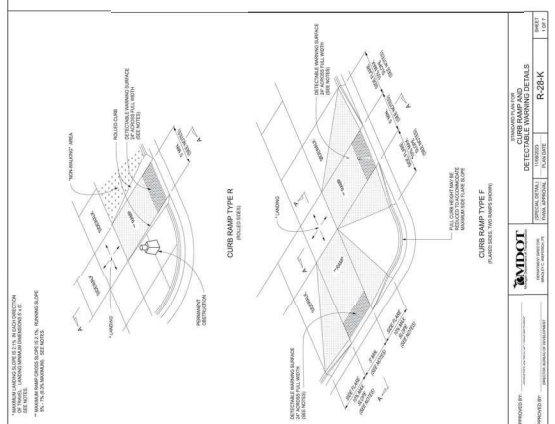


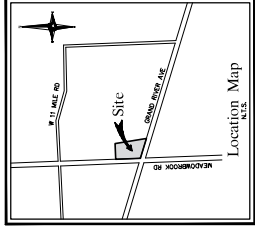
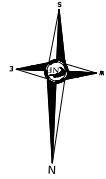


CONTRACTOR IS RESPONSIBLE FOR THE MEANS AND METHODS, THE ENGINEER AND OWNER ARE NOT RESPONSIBLE FOR INSPECTION OR APPROVAL OF THE CONTRACTOR'S WORK IN CONNECTION WITH SATISFYING THE SOIL EROSION PERMIT REQUIREMENTS UNLESS SPECIFICALLY STATED IN THE CONTRACT DOCUMENTS.









**NF ENGINEERS**  
CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS  
NOWAK & FRANK ENGINEERS  
4677 WOODWARD AVE.  
PONTIAC, MI 48342-5032  
TEL: (248) 333-8257  
FAX: (248) 333-8257  
WWW.NFE-ENGR.COM



*Timothy D. Wood*  
PROFESSIONAL ENGINEER

PROJECT  
Cadillac of Novi

CLIENT  
Novi Properties, LLC  
200 Orchard Road, NW, Suite 800  
Grand Rapids, MI 49503  
Contact:  
Mr. Colin Schiefel  
Phone: (616) 541-4988  
Email: schiefel@dplfox.com

PROJECT LOCATION  
Part of the NW 1/4 of  
Section 26,  
T3N, R8E,  
City of Novi  
Oakland County, MI

USE  
Open Space and  
Bicycle Parking

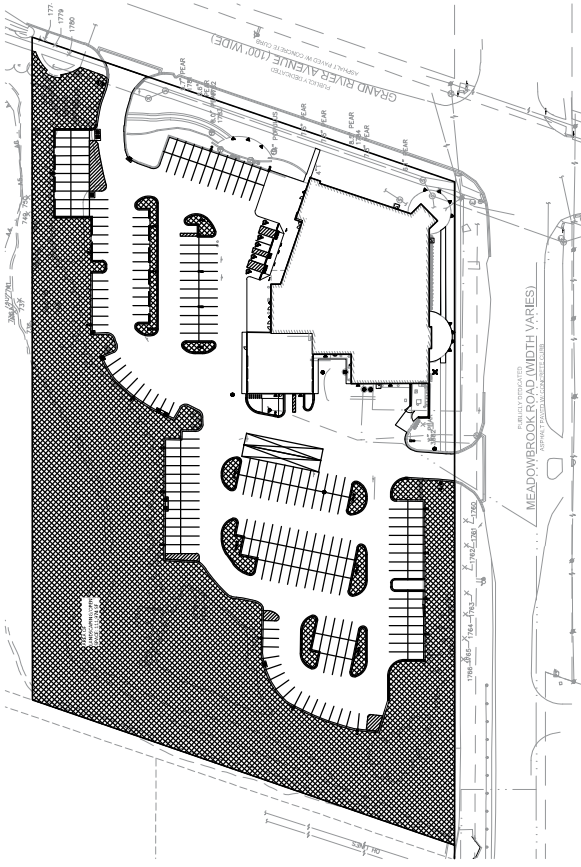


DATE: 10/10/2024  
DRAWN BY: J. Gifford  
CHECKED BY: T. Wood  
APPROVED BY: J. Longhurst  
DATE: April 16, 2025

SCALE: 1" = 60'  
SHEET NO. 0548  
C10

**BICYCLE RACK NOTE**  
PROPOSED BICYCLE PARKING RACKS SHALL COMPLY WITH THE CITY  
OF NOVI ZONING ORDINANCE.

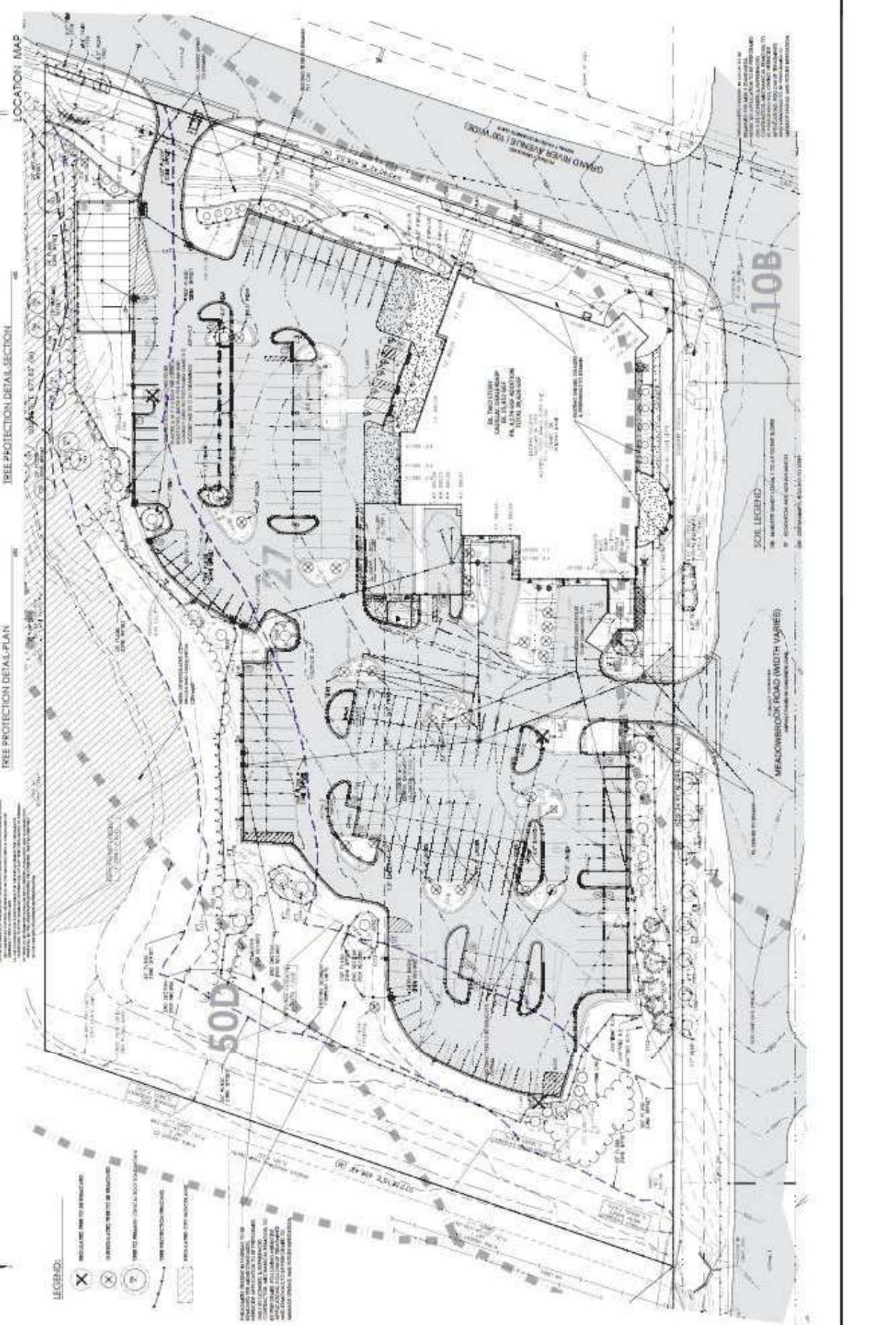
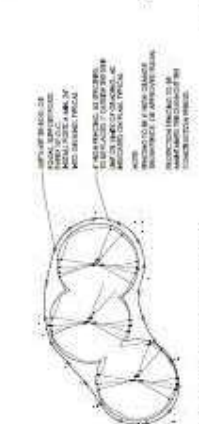
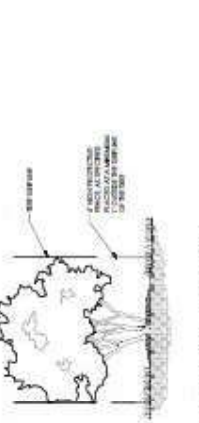
**OPEN SPACE CALCULATIONS**  
TOTAL SITE AREA: 311,706 S.F. OR 7.14 ACRES  
TOTAL OPEN SPACE: 117,025 S.F. OR 2.68 ACRES  
PERCENTAGE SITE OPEN SPACE: 117,025 / 311,706 = 37.5%



BICYCLE PARKING DIMENSION PLAN  
SHEET 14-60

OPEN SPACE PLAN  
SHEET 14-60









PROVIDED  
Credentialed by State

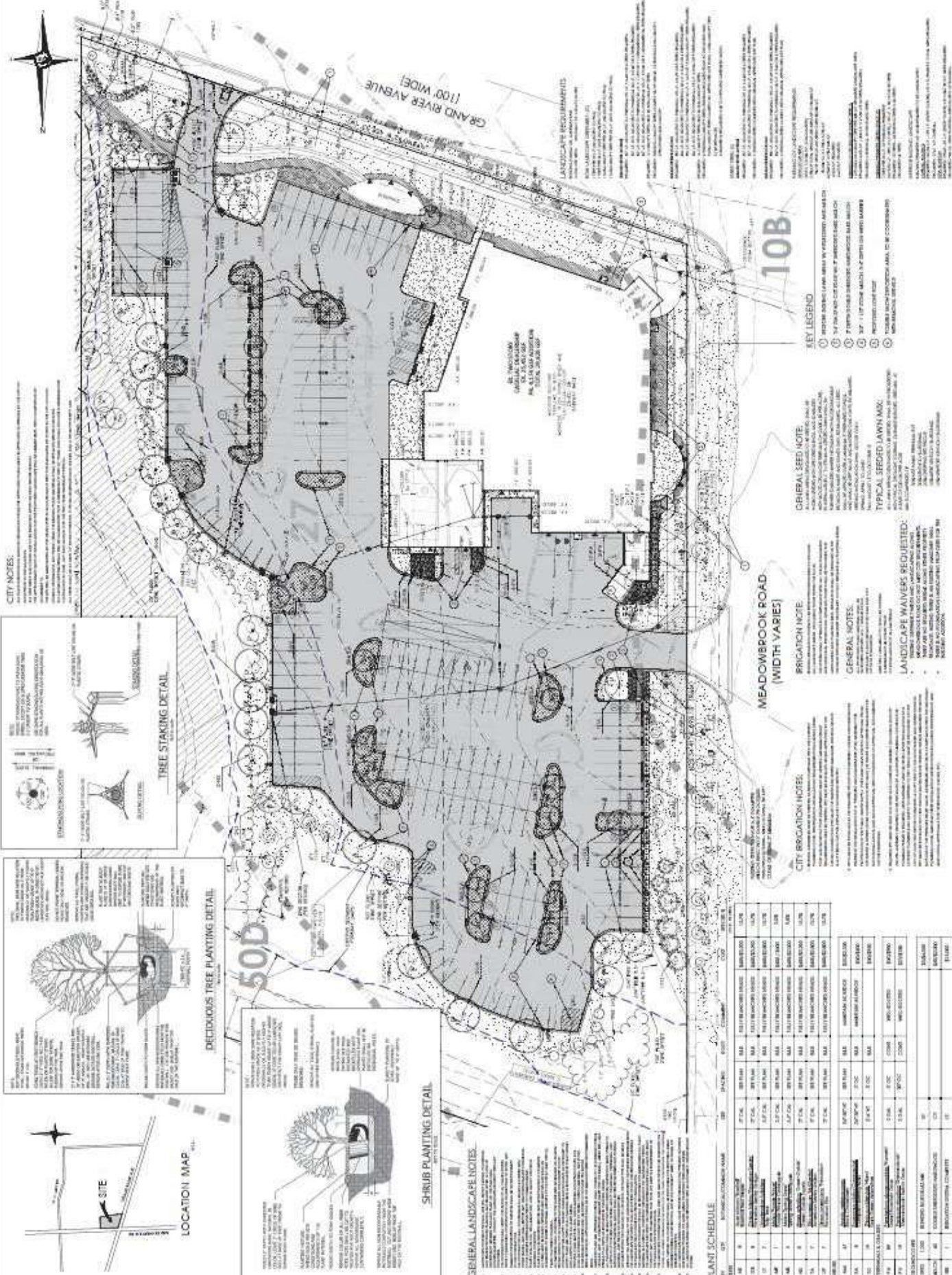
PROJECT LOCATION  
7th Floor Building 11.0  
300 City Park, NW, Suite 200  
Grand Rapids, MI 49503  
Contact:  
Mr. Colin Schaefer  
Phone: (616) 540-4502  
Email: cschaefer@nfe.com

PROJECT LOCATION  
East of the NW 1st of  
Section 24  
T. 1N., R. 3E.  
City of Mont  
Calhoun County, ME

SHEET  
Landscape Plan



DATE	APRIL 15, 2022
SCALE	1" = 30'
PROJECT NO.	0545
SHEET NO.	12



PLANT SCHEDULE

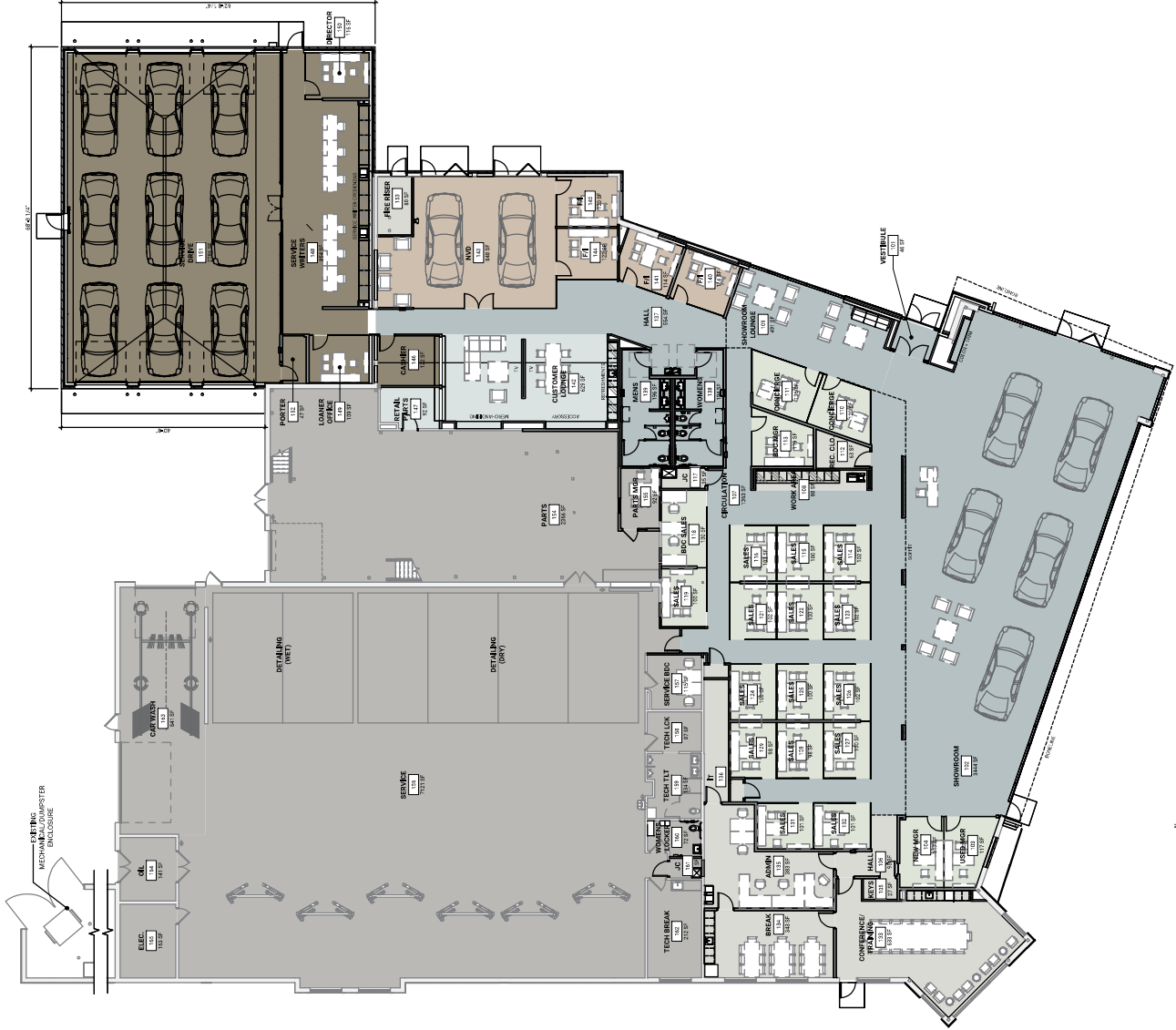
NO.	QTY	PLANT SPECIFICATION	SIZE	PRICE	TOTAL
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4	1	PLANT SPECIFICATION	SIZE	PRICE	TOTAL
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78	1	PLANT SPECIFICATION	SIZE	PRICE	TOTAL
79	1	PLANT SPECIFICATION	SIZE	PRICE	TOTAL
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100	1	PLANT SPECIFICATION	SIZE	PRICE	TOTAL

DEPARTMENT AREA BY FLOOR		
DEPARTMENT	LEVEL	AREA (SQF)
ADMIN. & SUPPORT	FIRST FLOOR	1,241 SF
CLOTHING	FIRST FLOOR	770 SF
FOOD & BEVERAGE	FIRST FLOOR	2,249 SF
NEW CAR DELIVERY	FIRST FLOOR	2,249 SF
SALES	FIRST FLOOR	11,360 SF
SERVICE - PARTS	FIRST FLOOR	11,360 SF
SERVICE - PARTS	FIRST FLOOR	11,360 SF
SHOES	FIRST FLOOR	4,034 SF
SHOWROOM	FIRST FLOOR	6,938 SF
TOTAL (INFO)	FIRST FLOOR	49,964 SF

GROSS BUILDING AREA	
FIRST FLOOR	59,645 SF
BASEMENTS	2,798 SF
TOTAL GROSS BUILDING AREA (GSF)	62,443 SF

- DEALERSHIP ZONES
- ☐ ADMIN/SUPPORT
  - ☐ LOUNGE AREA
  - ☒ NEW CAR DELIVERY
  - ☐ SALES
  - ☐ SERVICE + PARTS
  - ☐ SERVICE LANE
  - ☐ SHOWROOM



3/32" = 1'0"

**FIRST FLOOR PLAN - COMPOSITE**



4 EXISTING DOUBLE TRACK

- 4 EXISTING DOUBLE TRACK



## CLIENT

**FOX CADILLAC NOVI**  
**PROJECT DESCRIPTION**  
41350 GRAND RIVER AVE.  
NOVI MI 48375

ARCHITECTURAL SITE  
PLAN

## SP1.1





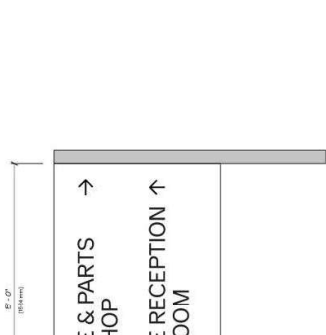
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PROJECT NO. 24030

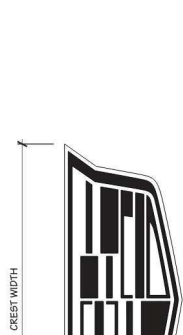
ARCHITECTURAL SITE  
DETAILS

# ST.2



## TWIN POLE

## GROUND SIGN - WAYFINDING



SIC SIZE BY SIGN	
CADILLAC	DEALERNAME
4 3/4" (H) X 4' - 0 9/16" (W) 121 mm (H) X 1437 mm (W)	4 3/4" (H) X T92 (W) 121 mm (H) X T90 (W)

## IGN - MEADOWBROOK

# Service

CERTIFIED SERVICE	
HEIGHT (ft.-in)	WIDTH (ft.-in)
4"	20' - 9 5/16"
6 mm	6333 mm

## IGN - WAYFINDING

DO NOT SCALE DRAWINGS	
<b>ISSUED</b>	
04.11.25	31/01/25 JAN REVIEW
06.16.26	SPA RESUBMISSION
<b>DRAWN</b>	ZJR
<b>CHECKED</b>	SHF
<b>SEAL</b>	



THE DOCUMENT AND THE INFORMATION CONTAINED THEREIN IS THE SOLE POSSESSION OF STUDENT DETECTIVE AND SHALL NOT BE EXPOSED OR MODIFIED WITHOUT THE EXPRESS WRITTEN PERMISSION OF STUDENT DETECTIVE. ANY MODIFICATION OR ALTERATION THEREOF SHALL INFRINGE AND HOLD HARMLESS STUDENT DETECTIVE OF ALL EXPENSES, CLAIMS AND OBLIGATIONS RESULTING FROM SUCH MODIFICATIONS OR ALTERATIONS.

**CLIENT**

**FOX DETROIT  
PROPERTIES, LLC**  
200 OTTAWA AVE NW, SUITE 800  
SUITE 800  
GRAND RAPIDS, MI 49503  
616.774.4040

**PROJECT**

**FOX CADILLAC NOVI**

**PROJECT DESCRIPTION**































41350 GRAND RIVER AVE.  
NOVI, MI 48240

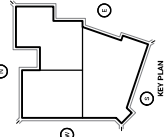
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PROJECT NO. 24030

ARCHITECTURAL SITE  
DETAILS

## SP1.2

EXTERIOR MATERIALS		
SYMBOL	MATERIAL	FINISH
	EXTRUDED GLASS	SCUBA/24" ANGLE GLASS, T-CLEAR
	CLEAR ANODIZED ALUMINUM FRAMING	THERMALLY BROKEN
	ALUMINUM SIDING	ALUMINUM, WHITE PENT-10, REFER TO LIST OF MATERIALS
	ALUMINUM SIDING	ALUMINUM, WHITE PENT-10, REFER TO LIST OF MATERIALS
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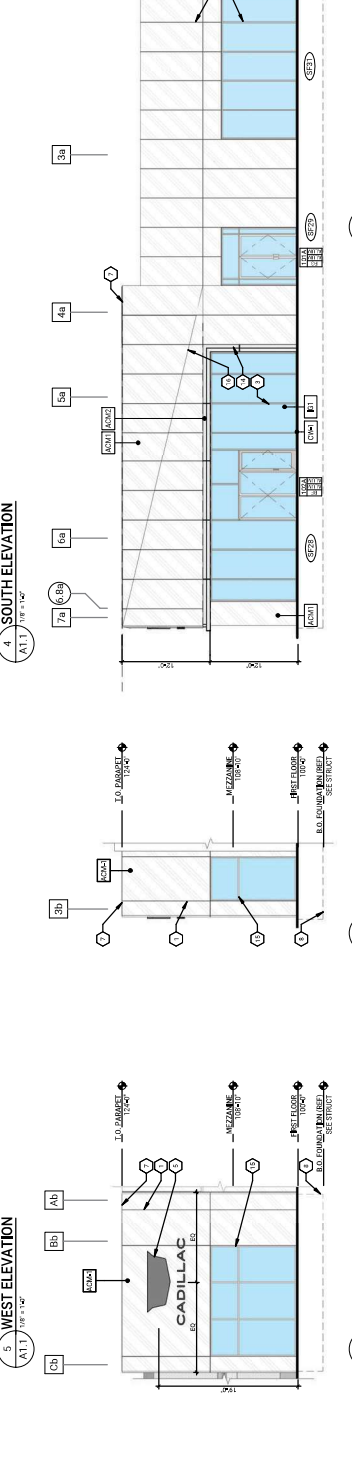
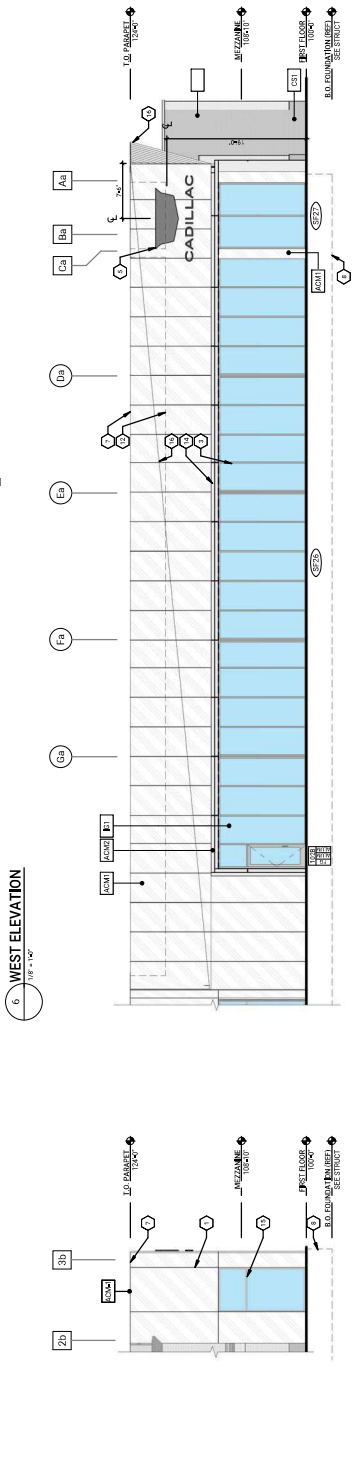
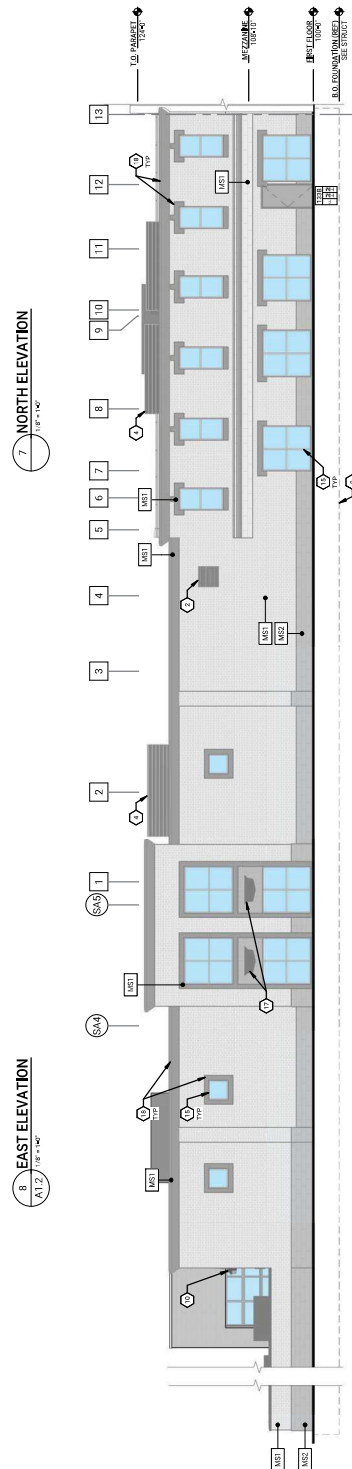
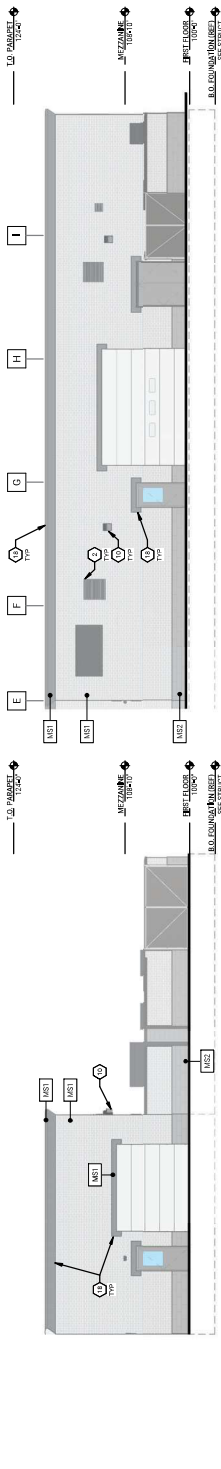


DO NOT SCALE DRAWINGS	
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100. REVISED	05.14.25



CLIENT  
FOX DETROIT  
PROPERTIES, LLC  
10000 GRAND BLVD  
DETROIT, MI 48202  
PROJECT  
FOX DETROIT  
PROJECT DESCRIPTION  
10000 GRAND BLVD  
NO. 10000  
PROJECT NO. 24000

EXTERIOR ELEVATIONS  
A2.1



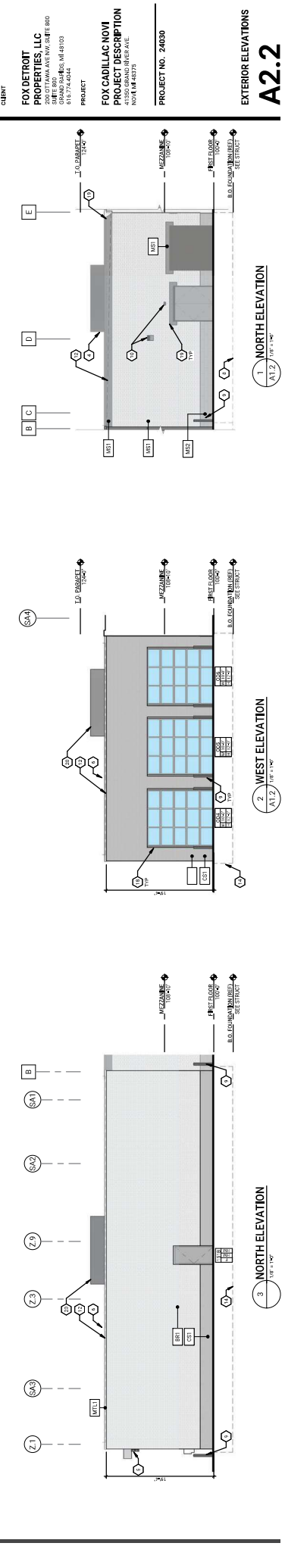
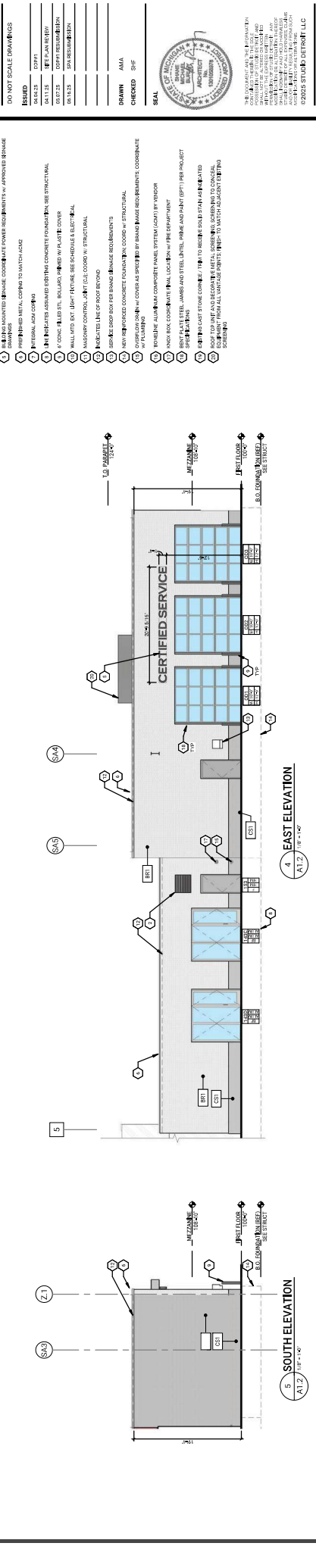
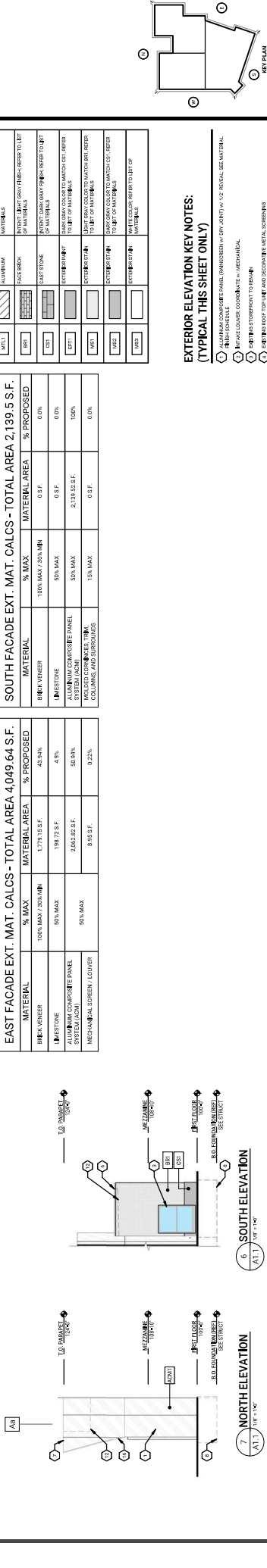
EXTERIOR MATERIALS		
YIELD	MATERIAL	FINISH
1	BRICK VENEER	EXTERIOR GLAZING
2	LIMESTONE	EXTERIOR GLAZING
3	ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	EXTERIOR GLAZING
4	MECHANICAL SCREEN	EXTERIOR GLAZING
5	ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	EXTERIOR GLAZING
6	MECHANICAL SCREEN	EXTERIOR GLAZING
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98	MECHANICAL SCREEN	EXTERIOR GLAZING
99	ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	EXTERIOR GLAZING
100	MECHANICAL SCREEN	EXTERIOR GLAZING

WEST FACADE EXT. MAT. CALCS - TOTAL AREA 3252.26 S.F.			
MATERIAL	% MAX	MATERIAL AREA	% PROPOSED
BRICK VENEER	100% MAX / 50% MIN	2075.95 S.F.	63.8%
LIMESTONE	50% MAX	530.48 S.F.	16.3%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	50% MAX	228.87 S.F.	7.0%
MECHANICAL SCREEN	50% MAX	47.95 S.F.	1.4%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	15% MAX	395.77 S.F.	11.3%

NORTH FACADE EXT. MAT. CALCS - TOTAL AREA 3812.55 S.F.			
MATERIAL	% MAX	MATERIAL AREA	% PROPOSED
BRICK VENEER	100% MAX / 50% MIN	2140.55 S.F.	56.1%
LIMESTONE	50% MAX	456.12 S.F.	11.9%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	50% MAX	68.5 S.F.	1.8%
MECHANICAL SCREEN	50% MAX	31.8 S.F.	0.8%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	15% MAX	184.27 S.F.	4.8%

EAST FACADE EXT. MAT. CALCS - TOTAL AREA 4,049.64 S.F.			
MATERIAL	% MAX	MATERIAL AREA	% PROPOSED
BRICK VENEER	100% MAX / 50% MIN	1,779.15 S.F.	43.9%
LIMESTONE	50% MAX	199.75 S.F.	4.9%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	50% MAX	2,062.82 S.F.	50.9%
MECHANICAL SCREEN (LOWER)	50% MAX	8.95 S.F.	0.2%

SOUTH FACADE EXT. MAT. CALCS - TOTAL AREA 2,139.5 S.F.			
MATERIAL	% MAX	MATERIAL AREA	% PROPOSED
BRICK VENEER	100% MAX / 50% MIN	1,779.15 S.F.	83.2%
LIMESTONE	50% MAX	199.75 S.F.	9.3%
ALUMINUM COMPOSITE PANEL SYSTEM (ACM)	50% MAX	2,062.82 S.F.	96.5%
MECHANICAL SCREEN (UPPER)	50% MAX	8.95 S.F.	0.4%









## EXHIBIT C





# PLAN REVIEW CENTER REPORT

July 16, 2025

## Planning Review

**Cadillac of Novi**

JSP 25-07

---

### PETITIONER

Cadillac of Novi

### REVIEW TYPE

Revised Preliminary Site Plan / Special Development Option Amended Concept Plan

### PROPERTY CHARACTERISTICS

<b>Section</b>	24	
<b>Site Location</b>	41350 Grand River Avenue, northeast corner of Grand River Avenue and Meadowbrook Road (50-22-24-100-051)	
<b>Site School District</b>	Novi Community School District	
<b>Site Zoning</b>	Gateway East (GE)	
<b>Adjoining Zoning</b>	North	I-1 Light Industrial
	East	I-1 Light Industrial
	West	NCC: Non-Commercial Center
	South	OS-1 Office Service District
<b>Current Site Use</b>	Existing Cadillac of Novi	
<b>Adjoining Uses</b>	North	Various Industrial/Office
	East	Vacant – City-owned property
	West	Gateway Village retail and Gateway Townhomes (across Meadowbrook Road)
	South	Vacant (across Grand River Avenue)
<b>Site Size</b>	6.77 Acres	
<b>Plan Date</b>	June 23, 2025	

### PROJECT SUMMARY

The subject property totals 6.77 acres and is located on the northeast corner of Grand River Avenue and Meadowbrook Road (Section 24). The applicant is proposing to build a 4,174 square foot addition to the northeast corner of the existing Cadillac of Novi building. The proposed addition includes a service area with twelve bays, and an office area for service writers. Additionally, the existing parking lot will be removed and replaced with new parking lot islands and expanded to accommodate 20 additional spaces for inventory vehicles. A new parking area at the southeast corner of the property is proposed. The plan proposes 136 parking spaces for employees and visitors and 134 inventory spaces. An update to the building façade and signage is also proposed. This site was originally approved for a Hummer Dealership utilizing the Special Development Option (SDO) in the Gateway East District, and the SDO agreement was later amended to change the use to a Cadillac Dealership. If approved this would be the 5<sup>th</sup> amendment to the SDO agreement.

### RECOMMENDATION

**Conditional approval of the Concept Plan and Preliminary Site Plan is recommended, subject to the deviations noted in this and other review letters, and additional information being provided before the**

**request is considered by the Planning Commission.** The applicant will need to submit the revised Special Development Option Agreement prior to proceeding to the City Council. The Planning Commission can consider the Concept Plan at this time. **Landscape is also recommending conditional approval** of the revised Preliminary Site Plan. Woodland and Wetland are recommending approval at this time. Engineering and Traffic recommended approval of the Preliminary Site Plan, with items to be addressed at Final Site Plan submittal. Façade and Fire recommended approval of the Preliminary Site Plan.

## **SPECIAL DEVELOPMENT OPTION CONSIDERATIONS**

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In the GE District an applicant may utilize the Special Development Option. For the properties at the corner of Grand River Avenue and Meadowbrook Road per Section 3.12.1.E of the Zoning Ordinance the City Council may approve (after a recommendation from the Planning Commission) a use listed elsewhere in the Zoning Ordinance provided the criteria identified below are met. Such discretionary decision making by City Council shall be based upon relevant planning and/or zoning principles, including the standards set forth in subsection 6.1.C and the standards set forth below.

- The proposed use exemplifies the intent of the GE District as stated in Section 3.1.16.A, and the intent of the SDO as stated in Section 3.1.16.
- The proposed use incorporates a predominant physical component of the development that provides a unique entry feature along Grand River for the GE District, characterized by a distinct, high profile appearance.
- The proposed use is compatible with, and will promote, the uses permitted with the GE District and SDO.
- The proposed use will not create an inconsistency with the City's Master Plan for Land Use in terms of the general activities on the site and the impacts upon the surrounding area.
- The proposed use is designed in a manner that will result in traffic and pedestrian safety, consistent with the adjoining pedestrian and vehicular thoroughfares.
- The proposed use is designed with exceptional aesthetic quality, including building design, building materials and landscaping design, not likely to be achieved except based upon this authorization.

Section 3.12.3.B notes the applicant must demonstrate the following:

- The project will result in a recognizable and substantial benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved by a traditional development.
- In relation to a development otherwise permissible as a Principal Permitted Use under Section 3.1.16.B, the proposed type and density of development shall not result in an unreasonable increase in the use of public services, facilities and utilities, and shall not place an unreasonable burden upon the subject and/or surrounding land and/or property owners and occupants and/or the natural environment.
- Based upon proposed uses, layout and design of the overall project the proposed building façade treatment, the proposed landscaping treatment and the proposed signage, the Special Development Option project will result in a material enhancement to the area of the City in which it is situated.
- The proposed development shall not have a materially adverse impact upon the Master Plan for Land Use of the city, and shall be consistent with the intent and spirit of this Section.
- In relation to a development otherwise permissible as a Principal Permitted Use under Section 3.1.16B, the proposed development shall not result in an unreasonable negative economic impact upon surrounding properties.
- The proposed development shall contain at least as much useable open space as would be required in this Ordinance in relation to the most dominant use in the development.
- Each particular proposed use in the development, as well as the size and location of such use, shall result in and contribute to a reasonable and mutually supportive mix of uses on the

site, and a compatibility of uses in harmony with the surrounding area and other downtown areas of the City.

- The proposed development shall be under single ownership and/or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance. This provision shall not prohibit a transfer of ownership and/or control, upon completion of one or more phases and upon 1) due notice to the City Clerk, 2) appropriate and customary approval by other City officials 3) financial guarantees for completion of improvements.

Section 3.12.4.C notes the following minimum General Design Standards shall be reviewed and determined by City Council as part of the SDO review process:

- There shall be a perimeter setback and berming, as found to be necessary by the City Council, for the purpose of buffering the development in relation to surrounding properties.
- The design of pedestrian walkways shall be reviewed with the view of achieving safety, and also considering the objectives and intent of this district.
- Signage, lighting, streetscape, landscaping, building materials for the exterior of all structures, and other features of the project, shall be designed and completed with the objective of achieving an integrated and controlled development, consistent with the character of the community, surrounding development or developments, and natural features of the area. The City's Grand River Corridor Plan shall be incorporated in terms of design features and concepts applicable to the subject property.
- On retail buildings, windows within areas of the premises to which the public is invited shall be made of materials which do not materially obstruct transparency.

Lastly, Section 3.12.6A.ii notes that the development shall be designed so as to promote preservation of natural resources and natural features.

## **ORDINANCE REQUIREMENTS**

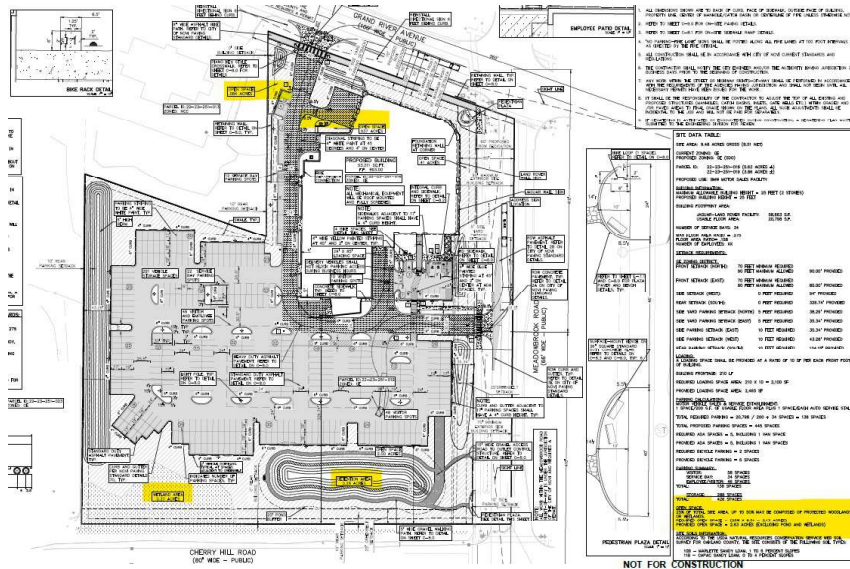
This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. Please address the items in **bold** below for the next submittal.

Planning Chart: Please refer to the attached Planning Chart for additional comments to address in the next submittal.

1. Outdoor Storage (3.11.4): A shipping container for tire storage is existing on-site. Outdoor Storage in the GE District with the SDO Option is not permitted. Any necessary storage should be contained within a building that complies with the ordinance standards. ***This deviation is not supported by staff without proper justification by the applicant for the need for such structure and demonstration of adequate screening.*** Please remove the shipping container from the site plan or provide justification for its use in the response letter.
2. Special Development Option Agreement: Three existing small vehicle display pads are permitted adjacent to the road rights-of-way as approved on the initial Concept Plan and Preliminary Site Plan. *Display pad dimensions have been added to sheet C3 of the plans, as requested, and appear to be similar dimensions to what was approved in the original SDO agreement (Grand River, 1100sf; Meadowbrook, 800sf; front of building corner, 800sf).* **Please include a note on Sheet C3 that there shall be no elevated storage of vehicles in any location of the property, and parking and display on the two-tracks along Grand River Avenue and Meadowbrook Road is prohibited.**
3. Parking Lot Screening (Sec. 3.11.6.B): The original approved landscape plans showed a hedge screening the parking lot along Meadowbrook Road, but the hedge is no longer there. *The hedge along Meadowbrook Road must be restored at this time – acknowledged by applicant.*



4. Open Space (Sec. 3.11.7): A minimum of 25% of the gross site area shall be left as open space. Open space areas and calculations have been provided on sheet C10, as requested, however, open spaces are still being miscalculated. **Refer to the Planning Review Chart for additional information on allowable percentages of open space categories and edit calculations to include areas along Grand River Avenue and Meadowbrook (see also example provided).**



5. Building Façade and Scale (Sec. 3.11.8): Flat Metal Panels (ACM) are proposed for the front of building. A Section 9 Façade Waiver for use of the proposed Flat Metal Panels instead of the required Brick will require approval from City Council as part of a revised SDO agreement and is recommended for approval by the City's Façade Consultant.
6. General Design Standards (Sec. 3.12.3.C): Signage, lighting, and building materials for the exterior of all structures shall be designed and completed with the objective of achieving an integrated and controlled development consistent with the character of the community. *Exterior accent lighting is proposed as a 'display frame' on sheet A2.1 note 14. Please provide additional information regarding the 'display frame' and LED lighting details in a response letter and on a rendering or other graphic, as this type of lighting is prohibited by the ordinance. If approved by the City Council, it will be included in the amendment to the SDO agreement.*
7. Exterior Signage: Additional signage is proposed. **Please clarify all new signage being proposed along with the sizes of each additional sign in a response letter and on future submittals.** The Planning Commission and the City Council will review the proposed sign changes as a part of the SDO process after receiving a review letter of the new and existing signage by City Staff.
8. Required Conditions for SDO Retail Development (Sec. 3.12.5.G): Proposed 4,174 sf square footage building addition would increase gross floor area to 29,626 sf from 25,452 sf. The Zoning Ordinance limits the size of retail buildings to 20,000 square feet in Section 3.11.2.c: *No individual retail sales or personal service establishment shall exceed twenty thousand (20,000) square feet of total gross floor area, exclusive of basement areas leased and utilized by the tenant of the building for storage purposes only.* The City Council had previously approved an addition that exceeded the maximum permitted square footage. **The amended SDO agreement will need to reflect the new floor area, if a deviation for this standard is approved by the City Council. – Acknowledged by applicant.**
9. Bicycle Parking General Requirements (Sec. 5.6): The Preliminary Site Plan showed that all 7 bicycle parking spaces were provided in one location and the layout was not dimensioned. A dimensioned bicycle parking layout has been provided on sheet C10 as requested with the revised submittal; however the dimensions are still citing the old standards, and all spaces are still proposed in one

*location. Please refer to Planning Review Chart for additional information, and see [Text Amendment 18.301](#) update to bicycle parking layout standards before Final Site Plan consideration.*

10. Community Impact Statement: 3.12.7.c.2.d. *In the event the property on which the project is to be situated consists of six (6) or more acres, a community impact statement shall be submitted as part of the application.* This parcel is 6.7 acres. **Staff recommend that the applicant request a deviation from the requirement that the Community Impact Statement be provided since this is a minor modification from the initial approval.**
11. Parking Lot Landscaping: Lack of canopy trees at the ends of the new parking bay and perimeter trees along the west edge of the parking lot east of the building. **Please add the three trees needed.**
12. Lighting and Photometric Plan (Sec. 5.7): There are still items to be addressed on the lighting and photometric plan. Please include a color PDF of the lighting plan with the resubmittal and refer to the Planning Chart for additional comments. Required at final site plan submittal.
13. **Please edit the City Project number on the cover sheet to JSP25-07 on subsequent submittals.**

#### OTHER REVIEWS

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- a. Engineering Review: Engineering is recommended approval of the Preliminary Site Plan, with items to be addressed at Final Site Plan submittal.
- b. Landscape Review: Landscape is **recommending conditional approval** of the revised Preliminary Site Plan. Please see Landscape Review for additional details.
- c. Traffic Review: Traffic recommends approval of the Preliminary Site Plan, with items to be addressed in a revised submittal. Please see the Traffic Review for additional information.
- d. Woodland Review: Woodland is recommending approval of the revised Preliminary Site Plan. Please see Woodland Review for additional details.
- e. Wetland Review: Wetland is recommending approval of the revised Preliminary Site Plan. Please see Wetland Review for additional details.
- f. Façade Review: Façade recommended approval of the Preliminary Site Plan. A Section 9 Façade Waiver is also recommended for approval.
- g. Fire Review: Fire recommended approval of the Preliminary Site Plan.

#### NEXT STEP: PLANNING COMMISSION MEETING

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Planning Commission will consider a recommendation to City Council for the Preliminary Site Plan, Stormwater Management Plan, and Section 9 Façade Waiver.

The plan is tentatively scheduled for the Planning Commission public hearing on August 20, 2025. Please provide the following by August 13, 2025.

1. Original Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters.
3. Additional details on the proposed signage as noted in this letter.
4. Provide a list of requested deviations from the ordinance standards in the response letter to help with the eventual amendment to the SDO Agreement.

#### FUTURE STEP: CITY COUNCIL MEETING

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The applicant will need to submit the revised Special Development Option Agreement prior to proceeding to the City Council.

*Dan Commer*



## PLANNING REVIEW CHART: GE Gateway East

**Review Date:** July 16, 2025  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP25-07 Cadillac of Novi  
**Plan Date:** June 23, 2025  
**Prepared by:** Dan Commer, Planner  
**Contact:** **E-mail:** dcommer@cityofnovi.org **Phone:** 248.735.5607

Items in **Bold** need to be addressed by the applicant with next submittal

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b>	Town Center Gateway (Gateway East)	No change	Yes	
<b>Zoning</b> (Eff. January 8, 2015)	Gateway East (SDO)	Update to Special Development Option (SDO)	<b>TBD</b>	<b>Special Development Option (SDO) update requires City Council approval (<a href="#">Sec 3.12.3</a>)</b>
<b>Uses Permitted</b> (Sec 3.1.16.B & C)	Sec 3.1.16.B Principal Uses Permitted. Sec 3.1.16.C Special Land Uses 3.12 Special Development Option (SDO) for the GE district	Building addition, façade update, and parking lot improvements	<b>TBD</b>	
<b>Maximum FAR</b> (Sec. 3.11.2.A)	Maximum floor area ratio shall be 0.275. (ratio of gross square feet of building area to gross land area of site, less existing right-of-way)	Building w/proposed addition = 29,626 sf Site Area (less existing right of way) = 294,408 sf  29,626/294,408 = 0.10	Yes	
<b>SITE PLAN WITH SDO CONTRACT:</b> <ol style="list-style-type: none"> <li>1. Pre-application meeting (<u>Pre-Application meeting was held March 18, 2025</u>)</li> <li>2. Planning Commission recommendation to City Council followed by 15-day public hearing</li> <li>3. City Council approval of <u>Concept plan</u> followed by a public hearing</li> <li>4. City Council approval of <u>SDO contract</u></li> <li>5. City Council approval of <u>Preliminary Site Plan</u></li> <li>6. Final Site Plan review and approval administratively unless otherwise requested by City Council</li> </ol>				
<b>Development Standards (Sec 3.1.16.D)</b>				
<b>Lot Size</b>	Minimum Area: 2 acres Minimum Lot Width: 200 ft.	6.77 acres 460 ft.	Yes	
<b>Lot Coverage</b>	See Section 3.11			
<b>Setbacks</b>	See Section 3.11			



Item	Required Code	Proposed	Meets Code	Comments
Building Height	35 ft. or 2 stories, whichever is less	24 ft.	Yes	
Parking Setbacks	See Section 3.11			
Building Setbacks (Sec 3.11.5)				
Major Thoroughfare (Grand River Avenue)				
Front South (Grand River)	Min: 70 ft. from centerline Max: 90 ft. from centerline	82.47 ft. to centerline	Yes	Proposed building additions do not extend beyond the current building setback line in any yard
Front West (Meadowbrook)	Min: 70 ft. from centerline Max: 90 ft. from centerline	79.66 ft. to centerline	Yes	
Side (east)	30 ft.	219.41 ft.	Yes	
Rear (north)	30 ft.	367.46 ft.	Yes	
Parking Setback (Sec 3.11.6.A)				
Front (Grand River)	No front yard parking allowed	None proposed	Yes	
Front West (Meadowbrook)	No front yard parking allowed	None proposed	Yes	
Side (east)	10 ft.	22 ft.	Yes	
Rear (south)	10 ft.	83.50 ft.	Yes	
Notes To District Standards for GE/SDO Option (Sec 3.6.2)				
Maximum number of stories for SDO (Sec 3.6.2.G)	3 stories max See Sec. 3.12.5.E.vi	2 stories proposed	Yes	
Minimum lot size for SDO (Sec 3.6.2.I)	Min: 5 acres Minimum lot width: 300 ft.	6.77 acres 460 ft.	Yes	
Maximum building height for SDO (Sec 3.6.2.J)	May be increased to 50 ft. Any structure within 300 ft. of one-family residential is 35 ft.	24 ft.	Yes	
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per Sec. 5.5.3. Abutting residential requires a berm.	No changes proposed	Yes	
Modification of Parking Setback Requirements (Sec. 3.6.2.Q)	Planning Commission may modify if determined modification will improve the use of the site and landscaping	None requested	NA	
District Required Conditions for GE (Sec. 3.11)				
Off-street Parking (Sec. 3.11.3)	Off-street parking shall be provided within the building,	Parking lot within 300 feet.	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	parking structure, or designed parking area within 300 ft.			
<b>Outdoor storage</b> (Sec. 3.11.4)	The outdoor storage of goods or materials shall be prohibited	Proposed shipping container for tire storage is existing on-site	<b>No</b>	Outdoor storage in the GE SDO District requires City Council approval – Acknowledged by applicant
<b>Parking Lot Screening</b> (Sec. 3.11.6.B)	Parking lots shall be screened from all major thoroughfares by a 2.5 foot brick or stone wall or 3 foot planting screen or existing vegetation to achieve 80% winter opacity and 90% summer opacity	Hedge along Meadowbrook restored on the Landscape Plan, as requested	Yes	Refer to Landscape review for additional comments
<b>Open Space</b> (Sec. 3.11.7)	<p>25% of gross area of each development site shall be comprised of open space. Areas less than 20 ft. wide shall not be considered. Additional conditions apply per Sec. 3.11.7</p> <p><b>Substantially all of the total open space area must be designed as useable space</b></p> <p>Site area = 294,409 sf. 25% = 73,602 sf. Required (1.69 acres)</p> <p>76,168 sf open area less setbacks</p>	Project Site Coverage detail provides general calculation for landscaping coverage as a percentage of total site at <b>37.5%</b>	<b>Yes?</b>	<p><b>Provide sheet with detailed open space element dimensions and calculations on next resubmittal</b></p> <p><b>6.77 x 0.25 = 1.69 acres</b></p> <ul style="list-style-type: none"> <li>• 50% may be Woodland/Wetland areas (0.85 acres)</li> <li>• 10% may be small strips of landscaped areas and landscaped end islands (0.17 acres)</li> <li>• 0.67 acres must be useable open space</li> </ul>
<b>Building Façade and Scale</b> (Sec. 3.11.8)	All buildings shall comply with the standards for Region 1 provided in Section 5.15	Flat Metal Panels (ACM) proposed for front of building	<b>TBD</b>	<p>A Section 9 Façade Waiver for use of ACM vs. Brick will be required from City Council – Acknowledged by applicant</p> <p>Refer to Façade review comments</p>
<b>Sidewalks and Bicycle Paths</b> (Sec. 3.11.9)	8 ft. pathway along Grand River. 6 ft. sidewalk along Meadowbrook Road Bicycle Paths are required per the Master Plan.	6 ft sidewalk on Meadowbrook existing  8 ft pathway on Grand River existing	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>Streetscape Amenities</b> (Sec. 3.11.10)	Decorative pedestrian-scale parking lot lighting, public pathways, bicycle racks, etc. Grand River lighting, landscape plantings, etc.	Bicycle racks are proposed	Yes	
<b>Loading</b> (Sec. 3.11.12)	Located in rear yard or interior side yard, if fronting on more than one road	Loading proposed in rear yard	Yes	
<b>Special Development Option (SDO) for the GE District</b> (Sec. 3.12)				
<b>Intent</b> (Sec. 3.12.1)	<ul style="list-style-type: none"> <li>- Mixed use developments</li> <li>- Quality residential development</li> <li>- Conserving natural resources</li> <li>- Compatibility between neighboring properties and downtown district</li> <li>- Unique "entry" developments at the intersection of Grand River and Meadowbrook</li> </ul>	Existing car dealership, compatible with other existing car dealership use nearby	Yes	
<b>Eligibility Criteria</b> (Sec. 3.12.3.A)	SDO uses can be proposed only for properties located in GE district, subject to City Council approval	It is zoned for SDO uses	Yes	Applicant is proposing a 5 <sup>th</sup> amendment to previously approved SDO agreement
<b>General Design Standards</b> (Sec. 3.12.3.C)	<ul style="list-style-type: none"> <li>- Signage, lighting, streetscape, landscaping, building materials for the exterior of all structures, and other features of the project, shall be designed and completed with the objective of achieving an integrated and controlled development, consistent with the character of the community</li> <li>- On retail buildings, windows within areas of the premises to which the public is invited shall be made of materials which do not materially obstruct transparency.</li> </ul>	"Display Frame" that outlines the showroom windows will feature integrated LED lighting	<b>TBD</b>	<p><u>The applicant should note that intense colors and/or flashing lights are prohibited</u></p> <p><b>Please provide additional information regarding the 'display frame' and LED lighting details in a response letter as this type of lighting is prohibited by the ordinance and will require an amendment to the SDO agreement.</b></p> <p>See Façade Review for additional comments</p>
<b>Required Conditions for SDO: Retail Development</b> (Sec. 3.12.5.G)	No individual retail sales or personal service establishment shall exceed twenty thousand (20,000) square feet of total gross floor area	Proposed 4,174 sf square footage building addition would increase gross floor area to 29,626 sf from	<b>No</b>	The SDO agreement needs to be amended to reflect the new floor area if approved – Acknowledged by



Item	Required Code	Proposed	Meets Code	Comments
		25,452 sf		applicant
<b>Parking, Loading, and Dumpster Requirements</b>				
<b>Number of Parking Spaces</b> (Sec. 5.2.12.C)  Motor vehicle sales and service establishments	1 space for each 200 square feet of usable floor area of sales room and 1 for each auto service stall in service room	Total parking required: 131 spaces including 5 accessible spaces  $29,626 \text{ sf.} \times 0.8 / 200 = 119$ 12 service stalls $\times 1 = 12$  Total parking provided: 270 spaces including 5 accessible spaces  136 parking spaces for employees and visitors and 134 inventory spaces	Yes	
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	<ul style="list-style-type: none"> <li>- 90° Parking: 9 ft. x 19 ft.</li> <li>- 24 ft. two way drives</li> <li>- 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.</li> </ul>	9 x 19 ft. proposed 24 ft. proposed 9 ft. x 17 ft. parking spaces along landscape islands  Some of the display spaces are double-stacked.	TBD	See Traffic review letter for additional comments
<b>Off-Street Parking, Construction, and Maintenance</b> (Sec. 5.3.7)	The entire parking area, including parking spaces and maneuvering lanes, required under this Section shall be provided with asphalt or concrete surfacing in accordance with the parking standards contained in the City's Design and Construction Standards	Existing gravel parking area is proposed to be paved and used for 20 additional inventory parking spaces	TBD	See Engineering Review for additional comments
<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	None proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
<b>End Islands</b> (Sec. 5.3.12)	<ul style="list-style-type: none"> <li>- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles.</li> <li>- The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance</li> </ul>	End islands are proposed	Yes	See Traffic and Landscape review letters for additional comment
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	5 barrier free parking spaces (for total 101-200); at least 1 van barrier free parking space	5 proposed including 1 van  136 parking spaces for visitors and employees = 5 barrier free spaces required	Yes	
<b>Barrier Free Space Dimensions</b> <i>Barrier Free Code</i>	<ul style="list-style-type: none"> <li>- 8' wide with an 8' wide access aisle for van accessible spaces.</li> <li>- 5' wide with a 5' wide access aisle for regular accessible spaces.</li> </ul>	1 - 8' wide van accessible spaces provided.	Yes	
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	Proposed	Yes	
<b>Minimum number of Bicycle Parking</b> (Sec. 5.16.1)	Minimum two spaces	7 spaces proposed	Yes	
<b>Bicycle Parking General requirements</b> (Sec. 5.16)	<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>	All 7 spaces provided in one location	<b>TBD</b>	The applicant can consider relocating bicycle parking at multiple entrances, or reduce the number of spaces provided

Item	Required Code	Proposed	Meets Code	Comments
<b>Bicycle Parking Lot layout</b> (Sec 5.16.5.A)	Parking space width: 7 ft. One tier width: 10 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32"	Proposed bicycle parking layout on sheet C10 are dimensioned using old standards	No	Please see <a href="#">Text amendment 18.301</a> update to bicycle parking layout standards
<b>Loading Spaces</b> (Sec. 5.4.2)	<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.</li> </ul>	1,920 square feet of loading space proposed in rear yard	Yes	
<b>Dumpster</b> (Sec 4.19.2.F)	<ul style="list-style-type: none"> <li>- Located in rear yard or interior side yard in case of double frontage</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft. from property line.</li> <li>- Away from Barrier free Spaces</li> </ul>	Existing – complies	Yes	
<b>Dumpster Enclosure</b> (Sec. 21-145. (c))	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Existing – complies	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.	Details provided on Architecture Plans	TBD	See Façade Review for additional comments



Item	Required Code	Proposed	Meets Code	Comments
<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.	Screening proposed	<b>TBD</b>	<u>It should be noted that all existing and proposed roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance</u>
<b>Non-Motorized Facilities</b>				
<b>Article XI. Off-Road Non-Motorized Facilities</b>	8-foot pathway is required along Grand River, as well as sidewalk connection to Grand River	New 5' sidewalk connection to Grand River Avenue is proposed	Yes	
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Internal sidewalks surrounding building, and a new 5' sidewalk connection to Grand River is proposed	Yes	
<b>Building Code and Other Requirements</b>				
<b>Exterior lighting</b> (Sec. 5.7)	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal			
<b>Building Exits</b> <i>Michigan Building Code 2012</i>	Building exits must be connected to sidewalk system or parking lot			
<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).			
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).			Refer to all review letters for additional dimensions requested
<b>Economic Impact</b>	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction			

Item	Required Code	Proposed	Meets Code	Comments
	& after building is occupied, if known)			
<b>Development/ Business Sign</b>	- Signage if proposed requires SDO approval and sign permit	"Display Frame" that outlines the showroom windows will feature integrated LED lighting	<b>TBD</b>	<u>For sign permit information contact Deborah Martinez in Ordinance at 248-735-5671</u>
<b>Project and Street Naming</b>	Project and Street Names are to be approved for public safety concerns	Not applicable	NA	
<b>Legal Documents</b>	- Special Development Agreement - Master Deed - Conservation Easement	Not required at this time	<b>No</b>	<b>Work with planner to execute them as needed</b>
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				
<b>Intent (Sec. 5.7.1)</b>	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Lighting plan provided	<b>TBD</b>	
<b>Lighting Plan (Sec. 5.7.A.i)</b>	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Lighting plan provided	<b>TBD</b>	<b>Please include a PDF of the lighting plan with resubmittal</b>  <b><u>Required at final site plan submittal</u></b>
<b>Building Lighting (Sec. 5.7.2.A.iii)</b>	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Lighting plan provided	<b>TBD</b>	<u>Will be reviewed for conformance at the time of final site plan review.</u>
<b>Lighting Plan (Sec. 5.7.2.A.ii)</b>	Specifications for all proposed & existing lighting fixtures		Yes	<b>Please provide hours of operation and if parking lots lights will be dimmed after hours on next submittal</b>
	Photometric data		Yes	
	Fixture height		Yes	
	Mounting & design		Yes	
	Glare control devices (Also see Sec. 5.7.3.D)		Yes	
	Type & color rendition of lamps		Yes	
	Hours of operation	Not provided	<b>TBD</b>	
<b>Maximum Height (Sec. 5.7.3.A)</b>	Height not to exceed maximum height of zoning district (or 25 ft. where	25 feet proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	adjacent to residential districts or uses)			
<b>Color Spectrum Management</b> (Sec. 5.7.3.F)	<ul style="list-style-type: none"> <li>- All Permanent lighting installations shall have a minimum color Rendering Index (CRI) of 70</li> <li>- All permanent lighting installations shall have a Correlated Color Temperature (CCT) of no greater than 3000 Kelvin (K)</li> </ul>	80 CRI and 3000K CCT Beacon-Viper lighting proposed	Yes	
<b>Indoor Lighting</b> (Sec. 5.7.3.H)	<ul style="list-style-type: none"> <li>- Indoor lighting shall not be the source of exterior glare or spillover</li> </ul>	Not provided	TBD	
<b>Standard Notes</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>	Not provided	TBD	<b>Please provide the standard notes on the plan with the next submittal.</b>
<b>Security Lighting</b> (Sec. 5.7.3.i)  Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> <li>- All fixtures shall be located, shielded and aimed at the areas to be secured.</li> <li>- Fixtures mounted on the building and designed to illuminate the facade are preferred</li> <li>- Lighting for security purposes shall be directed only onto the area to be secured</li> </ul>		Yes	
<b>Average Light Level</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Avg/Min calculation provided of 16.3	No	<p>Avg/Min calculation provided of 16.3 is well above the ordinance threshold of 4:1.</p> <p><b>Please provide justification in the response letter</b></p>
<b>Min. Illumination</b> (Sec. 5.7.3.k)	Parking areas: 0.2 min		TBD	
	Loading & unloading areas: 0.4 min		TBD	
	Walkways: 0.2 min		TBD	
	Building entrances, frequent use: 1.0 min		TBD	



Item	Required Code	Proposed	Meets Code	Comments
	Building entrances, infrequent use: 0.2 min		TBD	
<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		Yes	
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle		NA	
<b>NOTES:</b> 1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. 2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details 3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.				



# PLAN REVIEW CENTER REPORT

7/14/2025

## Engineering Review

Cadillac of Novi  
JSP25-0007

### APPLICANT

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Nowak & Fraus Engineers

### REVIEW TYPE

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Preliminary Site Plan

### PROPERTY CHARACTERISTICS

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- Site Location: Located on the north side of Grand River Avenue east of Meadowbrook Road, in section 24 of the City of Novi.
- Site Size: 6.77 acres
- Plan Date: 06/23/2025
- Design Engineer: Tim Wood, Nowak & Fraus Engineers

### PROJECT SUMMARY

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- Construction of an approximately 4,174 square foot addition to the existing Cadillac of Novi building. The existing parking lot will be removed and replaced with new parking lot islands. Minor sidewalk replacement work proposed on the Meadowbrook Road frontage.
- No changes proposed to the water main and sanitary sewer proposed.
- Storm water will be collected by a storm sewer collection system and discharged to the existing on-site detention basin and ultimately outlet to the existing regional detention basin.

### RECOMMENDATION

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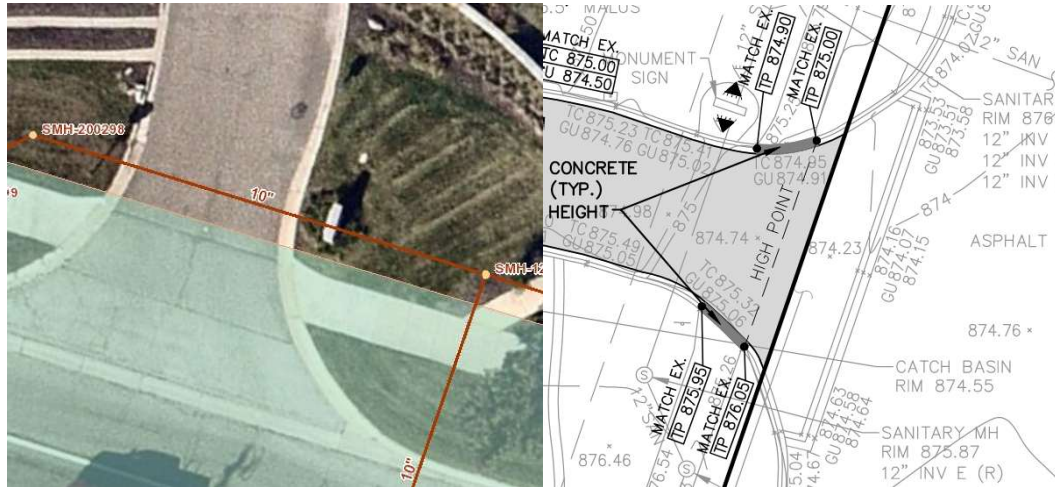
Approval of the revised Preliminary Site Plan is **recommended** at this time, the plan meets the general requirements of the design and construction standards as set forth in [Chapter 11 of the City of Novi Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#) with the following items to be addressed at the time of Final Site Plan submittal:

### COMMENTS

1. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for storm sewer (2 sheets), paving (2 sheets). The most

updated details can be found on the City's website under [Engineering Standards and Construction Details](#).

2. A [Right-of-Way Permit](#) will be required from the City of Novi and Oakland County if work is proposed in the right-of-way. City utility maps show that the Grand River Avenue right-of-way is being impacted.



3. Provide sight distance measurements for the Grand River Avenue and Meadowbrook Road entrances in accordance with Figure VIII-E of the [Design and Construction Standards, Chapter 11 of the City of Novi Code of Ordinances](#).
4. Indicate where the eight 'No Parking Fire Lane' signs are proposed. Show no parking signs on paving sheet C3 with other traffic control signs.
5. Provide a note that compacted sand backfill (MDOT sand Class II) shall be provided for all utilities within the influence of paved areas; illustrate and label on the profiles.
6. Provide a construction materials table on the utility plan listing the quantity and material type for each utility being proposed.
7. No light poles are proposed within existing utility easement; a license agreement will not be needed.
8. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained. This should be provided for any new crossings proposed with existing sanitary or water main.
9. The grading and SESC sheets shall show the tree fence at least as far from the trunk as the critical root zone, defined as a circular area around a tree with a radius measured to the tree's longest dripline radius plus one (1) foot. No grading shall occur within the dripline. If the critical root zone is not fully protected, then replacements for that tree may be required.

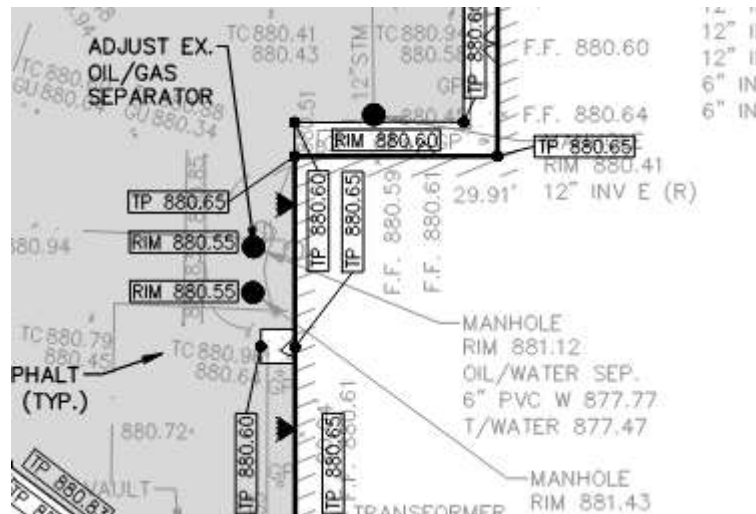
## **IRRIGATION**

10. See attached containment letter from Cross Connection Specialist, an irrigation plan will not be needed for this project.



### WATER MAIN & SANITARY SEWER

11. No changes proposed to the existing water main or sanitary sewer at this time. Existing manholes on the north side of the building will be adjusted.
12. Indicate what the existing manholes on the north side of the building connect to, are they sanitary or storm manholes. Show existing sanitary lead and water lead locations.



13. Label location of existing monitoring manhole for the site.

### STORM SEWER

14. Provide storm water management narrative stating where existing stormwater for site discharges.
15. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. Provide profiles for all storm sewer 12-inch and larger. All storm pipes accepting surface drainage shall be 12-inch or larger.
16. Provide a 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or greater occurs.
17. Match the 0.80 diameter depth above invert for pipe size increases.
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 prior to discharge to the storm water basin. Show location of existing oil/gas separator.
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, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the

utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

23. Show and label all roof conductors and show where they tie into the storm sewer.
24. Provide Storm sewer basis of design table. Storm sewer design must show capacity and peak flow for each run of storm sewer. If storm sewer is under capacity additional storm sewer may be needed.

#### **PAVING & GRADING**

25. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
26. Show grades of existing dumpster pad if it is not being removed/replaced.
27. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls. All barrier-free stalls shall comply with Michigan Barrier-Free regulations.
28. Per MDOT Special Provision for Crushed Concrete, the use of crushed concrete is prohibited on the project within 100 feet of any water course (stream, river, county drain, etc.) and lake, regardless of the application of location of the water course or lake relative to the project limits. Add note to use 21AA crushed limestone base for any pavement within 100 feet of a water course.
29. 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.

#### **FLOOD PLAIN**

30. No impacts proposed to floodplain at this time. Adjust the 100' and 25' floodplain buffer lines on the east side of the parking lot. See utility map below.



### SOIL EROSION & SEDIMENT CONTROL

31. A SESC permit is required (link to [Soil Erosion Permit Application](#)). A review will be done when a completed packet is submitted to Sarah Marchioni at Community Development.

### THE FOLLOWING MUST BE SUBMITTED WITH THE NEXT SUBMITTAL:

32. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set 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.**
33. 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, should include number of detectable warning plates), right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pre-treatment structure and restoration).

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 Humna Anjum at (248) 735-5632 or email at [hanjum@cityofnovi.org](mailto:hanjum@cityofnovi.org) with any questions.

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Humna Anjum,  
Project Engineer

cc: Dan Commer, Community Development  
Milad Alesmail, Engineering  
Kate Purpura, Engineering  
Ben Croy, City Engineer



# PLAN REVIEW CENTER REPORT

June 26, 2025

**Cadillac of Novi**

**Revised Preliminary Site Plan - Landscape**

## **Review Type**

Revised Preliminary Site Plan Landscape Review

## **Job #**

JSP25-0007

## **Property Characteristics**

- Site Location: 41350 Grand River Ave
- Site Acreage: 7.16 ac.
- Site Zoning: GE
- Adjacent Zoning: North, East: I-1, South: Grand River/OS-1, West: NCC/I-1
- Plan Date: 6/23/2025

## **Recommendation:**

This project is **recommended for approval** for Preliminary Site Plan, contingent on the corrections made below with regard to the parking lot perimeter trees being made.

## **LANDSCAPE WAIVER REQUIRED FOR THE PROPOSED LAYOUT AND LANDSCAPING:**

- Deficient greenbelt width along Meadowbrook – *supported by staff*
- Lack of greenbelt berms along both frontages – *supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did.*
- Deficiency in foundation landscaping for building addition – *supported by staff as the entire building has sufficient landscaping area*
- Lack of canopy trees on the ends of the new parking bay and perimeter trees along the west edge of the parking lot east of the building – *not supported by staff*
- Lack of berm along both roads – *supported by staff*

**Please show the City Project number as JSP25-0005.**

## **Ordinance Considerations**

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

1. Tree survey and chart are provided.
2. **Please replace any of the original maples planted around the detention pond.**
3. No regulated trees are shown as being removed.
4. No wetlands or wetland impacts are indicated.

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

The property is not adjacent to residential property so this buffering is not required.

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

1. The required greenbelt width and landscaping are provided for Grand River but not Meadowbrook. **This requires a landscape waiver.** *It would be supported by staff as an existing condition.*
2. The required berm is not provided along either frontage, but a masonry wall exists along Grand River. **This requires a landscape waiver.** *It would be supported by staff as an approved existing condition.*
3. The required berm is also not provided along Meadowbrook but the original plans

showed a hedge screening the parking lot that is no longer there. *The hedge is shown as being restored so the waiver is supported for the Meadowbrook frontage as well.*

4. No new greenbelt trees are required as the greenbelts are not changing. Fill-in trees for those missing per the original plan are shown on the landscape plan.
5. The street trees are maintained and replaced as needed by the City.

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

1. All utilities and light posts are included on the landscape plan.
2. The crabapple near the northwest corner of the building must be moved to at least 10 feet away from the catch basin.

Parking Lot Landscaping

1. The required parking lot interior area and trees are proposed.
2. **Two endcap trees are needed for the new customer bay east of the building. A landscape waiver is required for the proposed configuration.** *It would not be supported by staff.*
3. 3 perimeter trees are needed between the parking lot and the east side of the building. 2 of them can be used for the endcaps noted above. **Please add the three trees needed.** Since the required number of trees is provided on the site, they can be moved from other locations, particularly along the east edge where the trees are crowded together .

Building Foundation Landscaping (Zoning Sec. 5.5.3.D)

1. No foundation landscaping calculations or plantings are proposed for the addition. Only 385sf is provided near the addition, and none on the south side of it, facing Grand River. **This requires a landscape waiver.** *It would be supported by staff as the entire building does have sufficient foundation landscaping.*
2. **Please replace all missing foundation landscaping per the original approved plans.**

Plant List (LDM 4.)

1. Provided
2. 8 of 12 species shown (67%) are native to Michigan.
3. The proposed tree diversity meets the requirements of the Landscape Design Manual.

Planting Notations and Details (LDM)

Provided

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

1. No new above-ground stormwater detention pond is proposed.
2. Please replace any missing detention basin trees shown on the original Hummer plan.

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

A note indicated that the existing irrigation system will be modified to include the new plantings. This is acceptable.

**NOTE: Replacements of the original plantings do not need to be included in the cost of the project, but do need to be planted at the time of the required plantings.**

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

Thank you for your consideration.



A handwritten signature in black ink, appearing to read "Rick Meader". The signature is fluid and cursive, with the first name "Rick" and last name "Meader" clearly distinguishable.

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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – REVISED PRELIMINARY SITE PLAN

**Review Date:** June 26, 2025  
**Project Name:** JSP25-0007: Cadillac of Novi  
**Plan Date:** June 23, 2025  
**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 for approval of the revised Preliminary Site Plan.  
Underlined items need to be addressed for Final Site Plan.

### LANDSCAPE WAIVERS REQUIRED BY PLAN:

- Deficient greenbelt width along Meadowbrook – *supported by staff*
- Lack of greenbelt berms along both frontages – *supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did.*
- Deficiency in foundation landscaping for building addition – *supported by staff as the entire building has sufficient landscaping*
- Lack of canopy trees on the ends of the new parking bay – *not supported by staff*
- Lack of berm along both roads – *supported by staff*

### NOTES:

Although they don't need to be included in the costs of the project or shown on the landscape plans, all missing landscaping from the original approved plan should be replaced at the time of the project's landscape installation to bring the site into conformance with Zoning Ordinance Section 5.5.7 which requires that all landscaping is to be maintained per the standard of the original approved plans.

**Please show the City Project number as JSP25-0005.**

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>	Landscape Plan: 1"=30'	Yes	
<b>Project Information</b> (LDM 2.d.)	Name and Address	Business name and location map are on the Title Block	Yes	
<b>Owner/Developer Contact Information</b> (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Business name and contact information are on the Title Block	Yes	

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Architect contact information</b> (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	George Ostrowski – Nowak & Fraus	Yes	
<b>Sealed by LA.</b> (LDM 2.g.)	Requires original signature	Copy of seal and signature on title block	Yes	
<b>Miss Dig Note</b> (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	On title block	Yes	
<b>Zoning</b> (LDM 2.f.)	Include all adjacent zoning	<b>Shown on C1</b>  <b>Site: GE</b> North, East: I-1 South: Grand River/OS-1 West: NCC/I-1	Yes	<u>Please change L-1 to I-1 for adjacent parcels' zoning.</u>
<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>	<ul style="list-style-type: none"> <li>Survey and description on C1</li> <li>Removals are shown on C2</li> </ul>	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>Tree ID #s and chart for trees 8" dbh or greater are on C1.</li> <li>Smaller trees are shown and IDed</li> <li>Treeline is shown</li> <li>Conservation easements are shown</li> <li>No wetlands are shown</li> <li>Tree survey now includes trees in the vicinity of the parking lot extension</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> <li>Yes</li> <li>Yes</li> <li>TBD</li> <li>Yes</li> </ul>	<ol style="list-style-type: none"> <li>1. Show protective tree fencing at the actual tree dripline, or at the greatest extent of cover possible where existing conditions such as curbs prevent full coverage of the dripline.</li> <li>2. Please show all of the trees that were part of the original plan on the tree if they are still alive.</li> <li>3. See Merjent letters for complete woodland and wetland reviews.</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>	On L1	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	Included on the landscape plan	Yes	
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	<ul style="list-style-type: none"> <li>Overhead and underground utilities, including hydrants</li> </ul>	All utilities and light posts are clearly shown on the	Yes	<b>Please move the crabapple on the west side of the building to a</b>

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> <li>Proposed light posts</li> </ul>	landscape plan.		location at least 10 feet away from the catch basin.
<b>Proposed grading. 2' contour minimum (LDM 2.e.(1))</b>	Provide proposed contours at 2' interval	<ul style="list-style-type: none"> <li>Existing elevations are on C3</li> <li>Proposed spot elevations are on C3.</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	
<b>Snow deposit (LDM.2.q.)</b>	Show snow deposit areas on plan	Some areas are shown	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<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 of loam with 6" top layer of topsoil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Zoning Sec 5.5.3.A &amp; LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	The site is not adjacent to residential property so this berm is not required	No berm is proposed.	Yes	
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No new walls are proposed.		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>ROW Landscape Screening Requirements (Zoning Sec 5.5.3.B. ii and LDM 1.b)</b>				
<b>Greenbelt width (2)(3) (5)</b>	<ul style="list-style-type: none"> <li>Adjacent to pkg: 20 feet</li> <li>Not adjacent to pkg: 25 feet</li> </ul>	<ul style="list-style-type: none"> <li>Grand River: 33' ft to building, 49 ft to parking</li> <li>Meadowbrook: 17 ft to building, 31 ft to parking</li> <li>No changes are proposed that impact the greenbelt</li> </ul>	<ul style="list-style-type: none"> <li><b>Grand River:</b> Yes</li> <li><b>Meadowbrook:</b> No</li> </ul>	<ol style="list-style-type: none"> <li>A landscape waiver is required for the deficient greenbelt width along Meadowbrook.</li> <li>As the greenbelt is not being changed, the waiver would be supported by staff as an existing condition.</li> </ol>
<b>Berm requirements (Zoning Sec 5.5.3.A.(5))</b>				
Min. berm crest width	Adj to Pkg: 2 ft Not adj to Pkg: 0 ft	<ul style="list-style-type: none"> <li>No berm exists or is proposed but a brick wall is in place instead for all of the Grand River frontage</li> </ul>	<ul style="list-style-type: none"> <li>No</li> <li>Yes</li> <li>Yes</li> </ul>	<ol style="list-style-type: none"> <li>A landscape waiver is required for the lack of berms.</li> <li>It would be supported by staff for Grand River as the</li> </ol>



Item	Required	Proposed	Meets Code	Comments
		<p>and the section of Meadowbrook frontage south of the entry.</p> <ul style="list-style-type: none"> <li>The previously existing hedge screening the lot from Meadowbrook is missing but a new hedge is shown</li> <li>Vehicles for sale are parked in greenbelt – concrete strips for the vehicles were on the approved plans in both greenbelts and exist</li> </ul>		<p>existing wall screens the parking lot.</p> <p>3. It would also be supported by staff for Meadowbrook as the original plans showed a hedge and the plan shows a new hedge.</p>
Minimum berm height (9)	Adj to Pkg: 3 ft Not adj to Pkg: 0 ft	See above	Yes	<b>See above</b>
3' wall	(4)(7)	A brick wall exists for the entire Grand River greenbelt to screen the parking, and most of the Meadowbrook greenbelt frontage south of the entrance	Yes	
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>Adj to Pkg: 1 tree per 35lf</li> <li>Not adj to Pkg: 1 tree per 40lf</li> </ul> <p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>227/35=6</math> trees</li> <li>Not adj to Pkg: <math>227/40=6</math> trees</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>290/35=8</math> trees</li> <li>Not adj to Pkg: <math>224/40=6</math> trees</li> </ul> <p>Note: Above is from the original approved plans for Hummer SP04-09 as the greenbelt is not changing</p>	<p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Original plan: 0 trees</li> <li>Current plan: 0 trees</li> <li>4 new perimeter canopy trees are proposed along the Grand River entry and south of the parking lot.</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Original plan: 24 trees (8 dec + 16 evergreens) – 12 trees + mass</li> <li>Current plan: 6 evergreen trees + mass at north end + 5 existing perimeter canopy</li> </ul>	Yes	<p><b>If the mass of planted and volunteer trees at the northwest corner of the parking lot facing Meadowbrook is maintained in a full condition as exists now, no missing trees from that area need to be replaced.</b></p>

Item	Required	Proposed	Meets Code	Comments
		<p>trees + 3 new perimeter canopy trees</p> <ul style="list-style-type: none"> <li>The required trees were installed per the approved plan but there are gaps in the landscaping from the original installation.</li> </ul> <p>(Existing trees per survey)</p>		
<p><b>Sub-canopy deciduous trees</b> Notes (2)(10)</p>	<ul style="list-style-type: none"> <li>Adj to Pkg: 1 tree per 20lf</li> <li>Not adj to Pkg: 1 tree per 25lf</li> </ul> <p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>227/20=11</math> trees</li> <li>Not adj to Pkg: <math>227/25=9</math> trees</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>290/20=15</math> trees</li> <li>Not adj to Pkg: <math>224/25=9</math> trees</li> </ul> <p>Note: Above is from the original approved plans for Hummer SP04-09 as the greenbelt is not changing</p>	<p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Original plan: 19 trees - 14 trees exist</li> <li>Current plan: 14 existing trees + 5 new trees</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Original plan: 6 trees – 5 exist</li> <li>Current plan: 6 trees – 5 exist + 1 new tree</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	
<p><b>Canopy deciduous trees in area between sidewalk and curb</b> (Novi Street Tree List)</p>	<ul style="list-style-type: none"> <li>Adj to Pkg: 1 tree per 35lf</li> <li>Not adj to Pkg: 1 tree per 45lf</li> </ul> <p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>227/35=6</math> trees</li> <li>Not adj to Pkg: <math>227/40=6</math> trees</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Adj to Pkg: <math>290/35=8</math> trees</li> <li>Not adj to Pkg: <math>224/40=6</math> trees</li> </ul> <p>Note: Above is from the original approved plans for Hummer SP04-09 as</p>	<p><b>Grand River:</b></p> <ul style="list-style-type: none"> <li>Original plan: 11 trees</li> <li>Current plan: 11 trees</li> </ul> <p><b>Meadowbrook:</b></p> <ul style="list-style-type: none"> <li>Original plan: 13 trees</li> <li>Current plan: 10 existing trees</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	<p>The City is responsible for replacing missing street trees – they may not be due to conflicting utility lines.</p>

Item	Required	Proposed	Meets Code	Comments
	the greenbelt is not changing			
<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>Constructed of loam</li> <li>6" top layer of topsoil</li> </ul>	No new berms are required or proposed	Yes	
Type of Ground Cover		NA	NA	
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	NA	NA	
<b>Parking Area Landscape Requirements (LDM 1.c. &amp; 2.o.)</b>				
<b>General requirements (LDM 1.c)</b>	<ul style="list-style-type: none"> <li>Clear sight distance within parking islands</li> <li>No evergreen trees</li> </ul>	<ul style="list-style-type: none"> <li>New interior parking lot islands are proposed</li> <li>No proposed plantings will hinder sight distances in the lot.</li> </ul>	Yes	
<b>Name, type and number of ground cover (LDM 1.c.(5))</b>	As proposed on planting islands	Lawn is proposed	Yes	
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands (a, b. i)</b>	<ul style="list-style-type: none"> <li>A minimum of 200 SF to qualify</li> <li>Minimum 200 SF per tree planted in island</li> <li>6" curbs</li> <li>Islands minimum width 10' BOC to BOC</li> </ul>	<ul style="list-style-type: none"> <li>Islands' areas in SF are provided</li> <li>The 273sf island in the southeast section of the lot doesn't have a tree.</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>	<b>Please add a tree to the 273sf island east of the building.</b>
<b>Curbs and Parking stall reduction (c)</b>	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Spaces are 19 feet long in interior and 17 feet long around periphery	Yes	
<b>Contiguous space limit (i)</b>	<ul style="list-style-type: none"> <li>Maximum of 15 contiguous spaced</li> <li>All endcap islands should also be at least 200sf with 1 tree planted in it.</li> </ul>	<ul style="list-style-type: none"> <li>Only one bay (inventory) is longer than 15 spaces (17 spaces)</li> <li>Spaces are labeled as Inventory or Customer on C3</li> <li>There are no trees</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> <li>No</li> </ul>	<b>1. A landscape waiver would be required for the proposed layout. It would not be supported by staff.</b> <b>2. Please add canopy trees on each end of the new parking bay.</b>

Item	Required	Proposed	Meets Code	Comments
		on the ends of the new customer bay east of the building		
<b>Plantings around Fire Hydrant (d)</b>	<ul style="list-style-type: none"> <li>No plantings with matured height greater than 12' within 10 ft. of fire hydrants of utility structures (manholes, catch basins).</li> <li>Trees also need to have at least 5 feet between the trunk and underground utility lines.</li> </ul>	<ul style="list-style-type: none"> <li>The lone hydrant north of the building is not obscured by plantings</li> <li>Sufficient spacing is provided for other utility lines and structures.</li> </ul>	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>	<ul style="list-style-type: none"> <li>The Road Commission for Oakland County (RCOC) clear vision zone is required for the Grand River entry as it is their jurisdiction.</li> <li>The city clear vision zone should be shown for the Meadowbrook entry.</li> </ul>	<ul style="list-style-type: none"> <li>The correct clear vision zones are shown for both entries.</li> <li>No landscaping blocks the views</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, C, 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 SF x 7.5%</li> <li>A = 50,000 * 7.5% = 3750sf</li> </ul>	Parking lot landscaping area calculations are provided	Yes	
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 SF x 1%</li> <li>B = (112568-50000) * 1% = 626 sf</li> </ul>	Yes	Yes	
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of vehicular use area up to 50,000 sf x 5%	A = x SF x 6%	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5 %	B = (x SF – 50000) x 0.5%	NA		



Item	Required	Proposed	Meets Code	Comments
<b>All Categories</b>				
<b>Total square footage of landscaped islands required</b> $C = A+B$	<ul style="list-style-type: none"> <li><math>C = A + B</math></li> <li><math>C = 3750 + 626 = 4376\text{sf}</math></li> </ul>	6754 sf	Yes	
<b>Number of canopy trees required</b> $D = C/200$	$D = C/200 = \text{xx Trees}$ $D = 4376/200 = 22 \text{ trees}$	<u>22 trees</u> <ul style="list-style-type: none"> <li>19 new</li> <li>3 existing</li> </ul>	Yes	Please move a tree into the 273sf island east of the building without a tree to help provide shade for that area of the parking lot.
<b>Parking Lot Perimeter Trees</b> (Zoning Sec 5.5.3.C.iv)	<ul style="list-style-type: none"> <li>1 Canopy tree per 35 lf</li> <li>Trees must be within 15 feet of the pavement</li> <li><math>P = 1637/35 = 47 \text{ trees}</math></li> <li>Areas within 20 feet of the building do not need to be included in the perimeter basis.</li> </ul>	<u>47 trees</u> <ul style="list-style-type: none"> <li>11 existing deciduous trees</li> <li>4 existing evergreen trees</li> <li>5 equivalent trees in densely planted areas</li> <li>27 new trees</li> </ul> <p>There is 107lf of parking lot perimeter east of the building with no perimeter trees in the new concrete area (3 trees).</p>	Yes/No	<ol style="list-style-type: none"> <li>Please add the required perimeter trees between the building and the east parking lot – two may be used to fulfill the endcap requirements for the customer parking bay.</li> <li>Since the required number of trees is provided some of those shown may be moved from their locations around the lot to this area, especially in areas where trees are crowded together.</li> <li>Each tree must have at least 200sf of greenspace for the trees to survive since they will be surrounded by pavement.</li> </ol>
<b>Parking land banked</b>	NA	None		
<b>Other Landscaping</b>				
<b>Other Screening</b>				
<b>Screening of outdoor storage, loading/unloading</b> (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		Two existing loading zones are shown within the parking lot north of the addition and haven't changed`	Yes	
<b>Transformers/Utility boxes</b> (LDM 1.e from 1	<ul style="list-style-type: none"> <li>A minimum of 2ft. separation between box and the plants</li> </ul>	<ul style="list-style-type: none"> <li>The existing transformers are shown as being</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	Please add a maintenance note stating that the

Item	Required	Proposed	Meets Code	Comments
through 5)	<ul style="list-style-type: none"> <li>Ground cover below 4" is allowed up to pad.</li> <li>No plant materials within 8 ft. from the doors</li> </ul>	<p>located inside an existing brick wall</p> <ul style="list-style-type: none"> <li>The equipment is taller than the wall – arborvitaes that can reach or exceed the height of the units have been added.</li> </ul>		<u>arborvitaes must be allowed to reach and stay at or above the height of the transformer units.</u>
<b>Building Foundation Landscape Requirements (Zoning Sec 5.5.3.D)</b>				
<b>Interior site landscaping SF</b>	<ul style="list-style-type: none"> <li>Equal to entire perimeter of the building (less paved access areas) x 8 with a minimum width of 4 ft.</li> <li>A minimum of 75% of the building should have foundation landscaping.</li> <li><b>xx lf x 8ft = xx SF</b></li> </ul> <p><b>Hummer Plan:</b> 770*8 = 6,160sf</p> <p><b>Current plan total:</b> (847.86-199)*8 = 5191sf</p> <p><b>Building addition:</b> (195.49-87)*8 = 868sf</p>	<p><b>Hummer Plan:</b> 6240sf</p> <p><b>Current Plan:</b></p> <ul style="list-style-type: none"> <li>5611sf – less than the original plan</li> <li>Most of it is strung along the Grand River frontage as it was on the original Hummer plans</li> <li>385sf of foundation landscaping is proposed in two islands north of the building addition.</li> <li>Another approximately 400sf of landscaping is located at the west entrance.</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> <li>No</li> <li>No</li> </ul>	<p>1. <b>Insufficient room has been provided to have landscaping on the south side of the addition, as should be done since it is facing Grand River. As such, only 385sf is provided near the building, which requires a landscape waiver.</b></p> <p>2. <b>The additional landscaping, while attractive, won't do much to enhance the addition, and nothing for Grand River traffic. In spite of this, the waiver will be supported by staff as the total building has the required foundation area.</b></p>
<b>Building Frontage Landscaping (Zoning Sec 5.5.3.D.ii. All items from (b) to (e))</b>	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	It appears that over 60% of each frontage is landscaped	Yes	
<b>Detention/Retention Basin Requirements (Zoning Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements (Sec. 5.5.3.E.iv)</b>	<ul style="list-style-type: none"> <li>Clusters of large native shrubs shall cover 70-75% of the basin rim area located at 10 feet above the permanent water level or pond bottom if it's a dry pond.</li> <li>Canopy trees at 1/35lf</li> </ul>	No pond landscaping is shown and only some of the trees around the pond are shown on the tree survey	No	<p>1. <b>Please show all of the trees that were part of the original plan on the tree if they are still alive.</b></p> <p>2. If the pond is not changing in size, the pond does not need to meet the current</p>

Item	Required	Proposed	Meets Code	Comments
	<p>of the east, south and west sides of the pond, located at about 10 feet away from the permanent water level</p> <ul style="list-style-type: none"> <li>• 10" to 14" tall grass along sides of basin</li> <li>• Refer to wetland for basin mix</li> </ul>			<p>landscaping requirements.</p> <p>3. <u>Any trees missing from the original plans around the pond (there were 11 red maples) must be replaced.</u></p>
<b>Phragmites Control</b> (Sec 5.5.6.C)	<ul style="list-style-type: none"> <li>• Any and all populations of Phragmites australis and/or Japanese knotweed on the site shall be included on tree survey.</li> <li>• Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site.</li> </ul>	<ul style="list-style-type: none"> <li>• Phragmites populations are indicated on Sheet L-1 – near the building and in the sediment forebay</li> <li>• Instructions are given with the notes.</li> </ul>	<ul style="list-style-type: none"> <li>• Yes</li> <li>• Yes</li> </ul>	<p><u>It is likely that treatments will be required more than one year to completely erase the Phragmites.</u></p>
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.l. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> <li>• Provide intended dates</li> <li>• Should be between March 15 and November 15.</li> </ul>	Yes	Yes	
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>• Include statement of intent to install and guarantee all materials for 2 years.</li> <li>• Include a minimum one cultivation in June, July and August for the 2-year warranty period.</li> </ul>	Yes	Yes	
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
<b>Irrigation plan</b> (LDM 2.s.)	A method for providing the water required for plant establishment and long-term survival must be provided.	<ul style="list-style-type: none"> <li>• A note indicates that the existing system will be extended to cover the new plantings.</li> <li>• City irrigation system requirements are included with the note.</li> </ul>	Yes	

Item	Required	Proposed	Meets Code	Comments
<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 <u>in writing</u> prior to installation.	Yes	Yes	
<b>Plant List (LDM 4, 11) – Include all cost estimates</b>				
Quantities and sizes	<ul style="list-style-type: none"> <li>A minimum of 50% of species used on the site, not including any woodland replacements, must be native to Michigan.</li> <li>The Tree Diversity standards of the Landscape Design Manual Section 4 must be met for all non-woodland replacement trees used (15% of trees of one species, 25% of one genus)</li> <li>No Prohibited Species listed on Table 11.b.(2)b may be used.</li> </ul>	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		<ul style="list-style-type: none"> <li>8 of 12 species used (67%) are native to Michigan</li> <li>The tree diversity is acceptable</li> </ul>	<ul style="list-style-type: none"> <li>Yes</li> <li>Yes</li> </ul>	Bowhall is only 15' wide which does not qualify as a canopy tree. <u>Please use a maple variety with a broader mature canopy width.</u>
Type and amount of lawn		Seed is indicated	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Included on plant list	Yes	
<b>Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		No	NA	No evergreens are used
Multi-stem Tree		No	NA	None are used
Shrub		Yes	Yes	
Perennial/ Ground Cover		No	No	<u>Please add a detail.</u>
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Shown on L1	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	NA		
<b>Plant Materials &amp; Existing Plant Material</b>	Clearly show trees to be removed and trees to	Sheet C2	Yes	



Item	Required	Proposed	Meets Code	Comments
(LDM 3.b)	be saved.			
<b>Landscape tree credit (LDM3.b.(d))</b>	<ul style="list-style-type: none"> <li>Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA.</li> <li>Refer to Landscape tree Credit Chart in LDM</li> </ul>	No		
<b>Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)</b>	Refer to Landscape Design Manual for requirements	Yes	Yes	
<b>Plant size credit (LDM3.c.(2))</b>	NA	No		
<b>Prohibited Plants (LDM 3.d)</b>	No plants on City Invasive Species List	No prohibited plants are proposed	Yes	<u>Do not replace any missing <i>Pyrus calleryana</i> with the same as it is now prohibited in Novi</u>
<b>Recommended trees for planting under overhead utilities (LDM 3.e)</b>	Label the distance from the overhead utilities	There are no overhead utilities on the site.	NA	
<b>Collected or Transplanted trees (LDM 3.f)</b>		None		
<b>Nonliving Durable Material: Mulch (LDM 4)</b>	<ul style="list-style-type: none"> <li>Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth</li> <li>Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> </ul>	Shown on details	Yes	
<b>NOTES:</b> <ol style="list-style-type: none"> <li>This table is a working summary chart and is not intended to substitute for any Ordinance or City of Novi requirements or standards.</li> <li>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.</li> <li>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.</li> </ol>				

### **Irrigation System Requirements**

- Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
- The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.

- The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.
- The RPZ must be installed a minimum of 12-inches above FINISHED grade.
- Attached is a handout that addresses winterization installation requirements to assist with this.
- A plumbing permit is required.
- The assembly must be tested after installation with results recorded on the City of Novi test report form.

July 14, 2025

Dan Commer  
Planner – Community Development  
City of Novi  
45175 Ten Mile Road  
Novi, MI 48375

Submitted electronically to [dcommer@cityofnovi.org](mailto:dcommer@cityofnovi.org)

Re: Cadillac of Novi Revised Preliminary Site Plan Woodland and Wetland Review (JSP25-07)

Dear Dan,

Merjent, Inc. (Merjent) has conducted a review of the revised preliminary site plan (rPSP) for the Cadillac of Novi Project (Project), prepared by Nowak and Fraus Engineers (Applicant; NF rev. date 6/23/2025). Merjent reviewed the plan for conformance with the City of Novi's (City) Woodland Protection Ordinance, Chapter 37, and Wetlands and Watercourse Protection Ordinance, Chapter 12 Article V. The Project is located at the northeast corner of the intersection of Grand River Avenue and Meadowbrook Road (parcel 50-22-24-100-051) in Section 24 of the City of Novi (site). The site contains City-regulated woodlands (**Figure 1**) and City-regulated wetlands (**Figure 2**).

Merjent conducted an initial PSP review on May 7, 2025 and found deficiencies in the wetland and woodland portions of the site plan.

### **Woodlands**

**Woodland Recommendation:** Merjent **recommends approval** of the Cadillac of Novi rPSP. Additional Woodland Review comments have been provided to meet the requirements of the Woodland Protection Ordinance. The following Woodland Regulations apply to this site:

Woodland Regulation	Required
Woodland Permit (Chapter 37, Section 37-26)	Not Required
Tree Replacement (Chapter 37, Section 37-8)	Not Required
Tree Protection (Fence; Chapter 37, Section 37-9)	Required
Woodland Conservation Easement (Chapter 37-30[e])	Already in Place

### **Woodland Review Comments**

1. City-regulated woodlands, as identified on the City of Novi Woodlands interactive map website, are present onsite. Note that both the woodlands and property limits depicted on the City map are considered approximations (**Figure 1**). Additionally, a wetland and woodland conservation easement is present on-site (map provided in Pre-application Review).

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2. Note that both the woodlands and property limits depicted on the City map are considered approximations (**Figure 1**). Merjent conducted a site visit on April 29, 2025 and an additional site visit on July 1, 2025 to verify conditions on the updated site plan. Select photos from the site visits are included in **Attachment A**.
  3. Pursuant to Chapter 37, Section 37-28, an accurate woodland survey should be provided and be accompanied by a separate key identifying the location of all trees eight inches at diameter at breast height (DBH) and greater, by size, common, genus and species names (i.e. Red Maple/*Acer rubrum*), and condition. Such information shall be provided by a registered landscape architect, certified arborist, or registered forester, through an onsite inspection, who must verify the contents by seal and/or registration number with signature, whichever applies. The dripline of affected trees shall be clearly indicated on the plan.
    - The applicant has updated the provided site plan to reflect surveyed trees adjacent to the parking lot expansion. A tree inventory list is included on Sheet C1.
  4. When a proposed site plan is located within a regulated woodland, any tree proposed for removal with a diameter at breast height (DBH) greater than or equal to eight inches will require tree replacement and a Woodland Use Permit per Section 37-8. This also applies to any tree that will be preserved, but where impacts to critical root zones are proposed. Additionally, pursuant to the [City of Novi Landscape Design Manual](#) and Section 5.5 of the City of Novi Zoning Ordinance, All trees 8" dbh or greater within 50 feet of construction shall also be included in the tree survey.
    - The applicant has updated the tree survey to include trees located north of the proposed parking lot expansion.
  5. Regardless of the presence of regulated woodlands onsite, a Woodland Use Permit is required to perform construction on any site containing the removal of trees larger than 36 inches DBH.
    - No impacts are proposed to any non-regulated trees larger than 36 inches DBH.
  6. The plan will not impact regulated trees in woodlands/conservation easement areas. A **Woodland Use Permit** is required to perform construction on any site containing regulated woodlands. Therefore, a **Woodland Use Permit** is not required for this project because no tree removals are proposed. Additionally, no tree replacements will be required for the project.
    - The applicant has stated that three replacement trees will be required. The applicant is encouraged to provide additional trees, but based on Merjent's review, the three trees proposed for removal are outside of regulated woodlands and outside of the conservation easement boundary.
  7. **Critical root zone.** Accurate critical root zones must be depicted on the site plan for all regulated trees within 50 feet of the proposed grading or construction activities. Section 37-2 defines a critical root zone as a circular area around a tree with a radius measured to the tree's longest dripline radius plus one foot.
    - a. **Requested Edit:** via on-site verification, no driplines of trees are located directly above the proposed parking lot expansion. **However**, the applicant should revise the final site plan submittal to clarify that the *Tree Line* also encompasses the critical root zone of trees.



8. A **woodland fence guarantee of \$6,000** (\$5,000 x 120%) is required per Chapter 26.5-37. The financial guarantee shall be paid prior to tree removal. The woodland fence inspection will be performed by Merjent. **The Applicant is responsible for requesting this inspection.**

### Wetlands

**Wetland Recommendation:** Merjent **recommends approval** of the Cadillac of Novi rPSP based on the comments provided below.

Upon review of published resources, the Site appears to contain or immediately borders:

- ☒ City-regulated wetlands, as identified on the City of Novi interactive map website. Note that both wetland and property limits depicted on the City's map are considered approximations (**Figure 2**).
- ☒ Wetlands that are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- ☒ Wetlands as identified on National Wetland Inventory (NWI) and Michigan Resource Inventory System (MIRIS) maps, as identified on the EGLE Wetlands Viewer interactive map website (provided in Pre-app Review). NWI and MIRIS wetlands are identified by the associated governmental bodies' interpretation of topographic data and aerial photographs.
- ☒ Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (Provided in Pre-app Review).

### **Permits and Regulatory Status**

Due to the comments below, the following wetland-related items will be required for this project:

Item	Required/Not Required
<b>Wetland Permit (specify Non-minor or Minor)</b>	Not Required
<b>Wetland Mitigation</b>	Not Required
<b>Environmental Enhancement Plan</b>	Not Required
<b>Wetland Buffer Authorization</b>	Not Required
<b>EGLE Wetland Permit</b>	Likely Not Required*
<b>Wetland Conservation Easement</b>	Already in Place

\*EGLE is the final authority over wetlands and water resources in the State of Michigan.

### Wetland Review Comments

1. The rPSP has been updated to reflect that one wetland is in proximity to the proposed parking lot expansion. No impacts are proposed to the delineated wetland.
2. In addition to wetlands, the City of Novi regulates wetland and watercourse buffers/setbacks. Section 3.6(2)(M) of the Zoning Ordinance, Schedule of Regulations, states: "There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses". The established wetland and

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watercourse buffer/setback limit is 25 horizontal feet, regardless of grade change. The Applicant should consider modification of the proposed limits of disturbance boundaries in order to preserve wetland and wetland buffer areas. The preservation of the 25-foot wetland buffer areas is important to the overall health of the wetlands, especially after site development. The existing buffer serves to filter pollutants and nutrients from storm water before entering the wetlands, as well as to provide additional wildlife habitat.

- The applicant has updated the rPSP to show the 25-foot wetland setback. No impacts are proposed to the 25-foot wetland setback.

Should you have any questions or concerns with this review, please contact me via email at [jason.demoss@merjent.com](mailto:jason.demoss@merjent.com) or via phone at (619) 944-3835.

Sincerely,

**Merjent, Inc.**



Jason DeMoss, PWS  
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Woodlands Map  
Figure 2 – City of Novi Wetlands Map  
Attachment A – Site Photos

CC:

Barb McBeth, City of Novi, [bmcbeth@cityofnovi.org](mailto:bmcbeth@cityofnovi.org)  
Rick Meader, City of Novi, [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org)  
Stacey Choi, City of Novi, [schoi@cityofnovi.org](mailto:schoi@cityofnovi.org)  
Matt Pudlo, Merjent, [matt.pudlo@merjent.com](mailto:matt.pudlo@merjent.com)



**Figure 1. City of Novi Regulated Woodlands Map**  
Approximate Site boundary is shown in red.  
Approximate Regulated Woodland areas are shown in green.





**Figure 2. City of Novi Regulated Wetlands Map**  
Approximate Site boundary is shown in Red.  
Approximate Regulated Wetland areas are shown in blue.



**Attachment A**  
**Site Photographs**

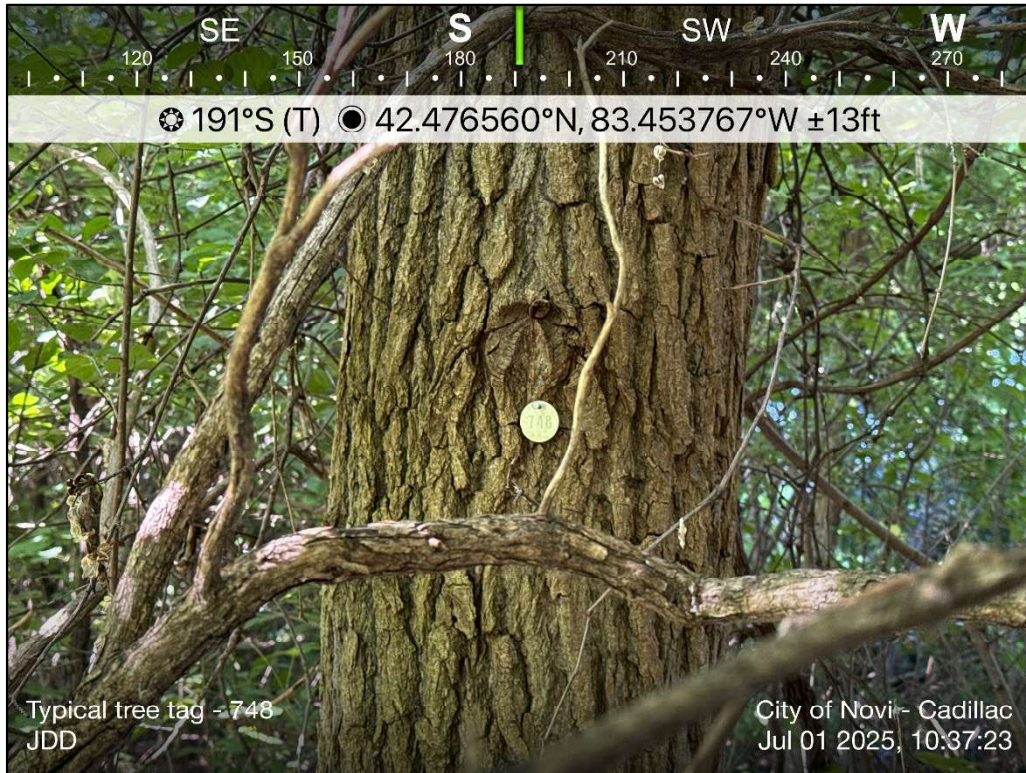


Wetland flagging on-site

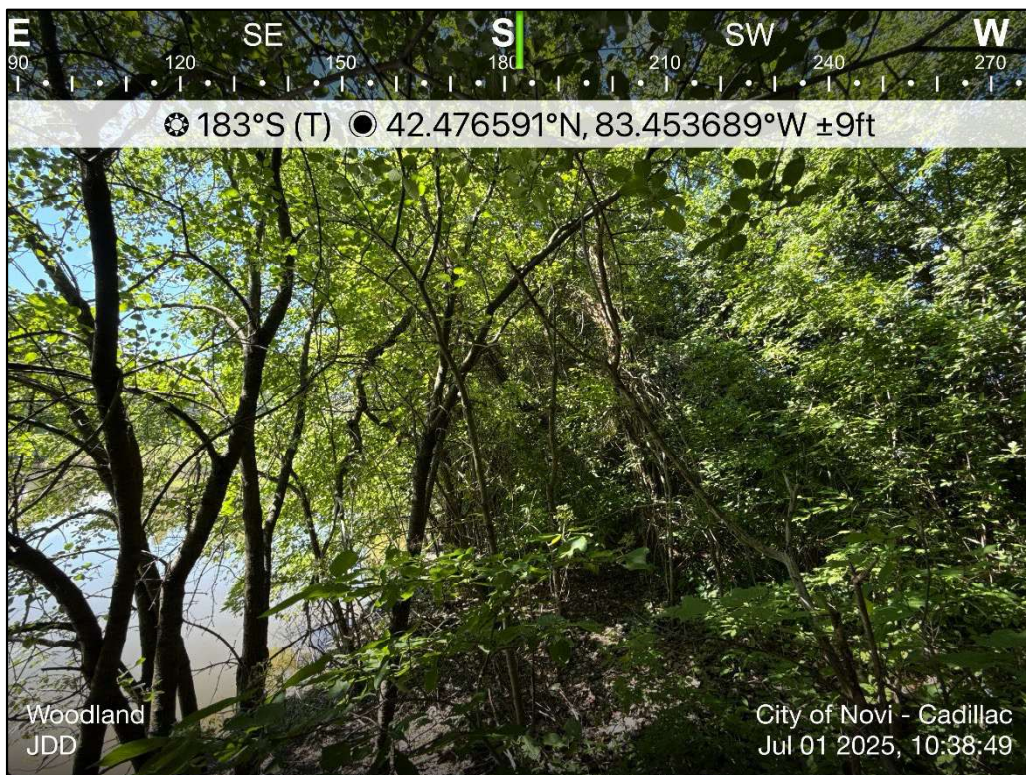


Overview of open water/wetland on-site





Overview of typical tree tagging on-site



Overview of woodland north of proposed parking lot expansion



August 6, 2025

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

**Façade Review Status:**  
**Approved, Section 9 Waiver**  
**Recommended.**

Attn: Ms. Barb McBeth – Director of Community Development

Re: FACADE ORDINANCE  
**Cadillac of Novi, JSP25-07 Revised Façade**  
Façade Region: 1, Zoning District: GE

Dear Ms. McBeth:

This project is considered a façade alteration and addition as described in Sections 5.15.6&7 of the Façade Ordinance. The applicant has made minor revisions indicated on the drawings dated 7/25/25. The changes are shown in the table below with prior percentages shown in parentheses. The changes have no effect on our prior recommendation. The maximum and minimum percentages required by the Façade Ordinance are shown in the right-hand column. Materials in non-compliance, if any, are highlighted.

	South (Front)	East	West	North	Ordinance Maximum (Minimum)
Existing and Proposed Brick (Existing to be stained)	0%	48% (43%)	64%	87% (82%)	100% (30%)
Limestone	0%	0% (5%)	16%	7% (12%)	50%
Flat Metal Panels (ACM)	100%	51%	7%	0%	50%
Molded Cornice & Trim	0%	0%	11%	5%	15%
RTU Screen, Louver	0%	1%	2%	1%	50%

As shown above the proposed percentage of Flat Metal Panels exceeds the maximum amount allowed and the minimum amount of Brick is not provided on the south and east facades. The renderings indicate that the Flat Metal Panels will be angled in a manner that will create a shade and shadow affect diagonally across the south and east façades. Also, the “Display Frame” that outlines the showroom windows will feature integrated LED lighting that will enhance the nighttime appearance of the building. The applicant should note that intense colors and/or flashing lights are prohibited. Portions of the existing brick are to be preserved on the east, west and north facades and will be stained to harmonize with the Flat Metal Panels.



Recommendation - While the Façade Ordinance typically prohibits the use of 100% of any façade material other than brick, we believe that in this case the angled profile of the Flat Metal Panels will provide an interesting architectural effect that would not otherwise be enhanced by strict application of Façade Ordinance requirements, such as the inclusion of 30% minimum Brick. We believe the overall design is consistent with the intent and purpose of the Façade Ordinance and is in context with other buildings in the surrounding area. For that reason, a Section 9 Waiver is recommended for the overage of Flat Metal Panels and underage of Brick on the south and east facades.

**Notes to the Applicant:**

1. The use of intense colored window films, exterior accent lighting, or interior lighting with intense colors or flashing effects, logos or signage is prohibited.
2. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link.
3. RTU Screening - It should be noted that all existing and proposed roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance.

Sincerely,  
DRN & Architects PC



Douglas R. Necci, AIA



April 24, 2025

TO: Barbara McBeth - City Planner  
Lindsay Bell - Plan Review Center  
Dan Commer – Plan Review Center  
Diana Shanahan – Plan Review Center  
Stacey Choi – Planning Assistant

**CITY COUNCIL**

**Mayor**

Justin Fischer

**Mayor Pro Tem**

Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

**City Manager**

Victor Cardenas

**Director of Public Safety**

**Chief of Police**

Erick W. Zinser

**Fire Chief**

John B. Martin

**Assistant Chief of Police**

Scott R. Baetens

**Assistant Fire Chief**

Todd Seog

RE: **Cadillac of Novi**

**PSP25-012**

**JSP25-07**

**Project Description:**

Add to existing building, 4174 sq. ft addition.

**Comments:**

- **(4/24 – CORRECTED from previous review)** - Per location on the plans, the FDC shall be relocated.
- **(4/24 – CORRECTED from previous review)** - Proximity to hydrant: In any building or structure required to be equipped with a fire department connection, the connection shall be located within one hundred (100) feet of a fire hydrant. **(Fire Prevention Ord. Sec. 15-17 912.2.3)**

**Recommendation:**

Recommended for Approval.

Sincerely,

Andrew Copeland – Fire Marshal  
City of Novi Fire Department

**Novi Public Safety Administration**

45125 Ten Mile Road  
Novi, Michigan 48375  
248.348.7100  
248.347.0590 fax

cityofnovi.org

**PLANNING COMMISSION MINUTES – EXCERPT AUGUST 20, 2025**



# PLANNING COMMISSION MINUTES

CITY OF NOVI  
Regular Meeting

**August 20, 2025 7:00 PM**

Council Chambers | Novi Civic Center  
45175 Ten Mile Road, Novi, MI 48375 (248) 347-0475

## CALL TO ORDER

The meeting was called to order at 7:00 PM.

## ROLL CALL

Present: Chair Pehrson, Member Lynch, Member Dismondy, Member Avdoulos, Member Roney, Member Verma

Staff: Barbara McBeth, City Planner; Elizabeth Saarela, City Attorney; Lindsay Bell, Senior Planner; Dan Commer, Planner; Rick Meader, Landscape Architect

## PLEDGE OF ALLEGIANCE

Member Lynch led the meeting attendees in the recitation of the Pledge of Allegiance.

## APPROVAL OF AGENDA

Motion made by Member Lynch and seconded by Member Avdoulos to approve the August 20, 2025 Planning Commission Agenda.

**VOICE VOTE ON MOTION TO APPROVE THE AUGUST 20, 2025 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS. *Motion carried 6-0.***

## AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing no one, Chair Pehrson closed the first public audience participation.

## CORRESPONDENCE

There was not any correspondence.

## COMMITTEE REPORTS

There were no Committee reports.

## CITY PLANNER REPORT

There was no City Planner report.

## CONSENT AGENDA - REMOVALS AND APPROVALS

There were no consent agenda removals or approvals.

## PUBLIC HEARINGS

### 1. **JSP25-07 CADILLAC OF NOVI**

Public Hearing at the request of Cadillac of Novi for Planning Commission's recommendation to City Council to consider a Preliminary Site Plan with an amended Special Development Option



Concept Plan, Section 9 Façade Waiver, and Stormwater Management Plan in the GE, Gateway East zoning district. The subject property totals 6.77 acres and is located on the northeast corner of Grand River Avenue and Meadowbrook Road (Section 24). The applicant is proposing a 4,174 square foot building addition, expand the parking lot, and update the building façade and signage.

Planner Dan Commer stated that the subject property is a Cadillac dealership located on the northeast corner of Grand River and Meadowbrook Road in the Gateway East district. The intent of the Gateway East district is to encourage high-quality and distinctive development that will complement and support the City's Main Street/Town Center area. It is the further intent to create a Special Development Option (SDO) to provide greater flexibility for the achievement of the objectives of the GE district.

Future Land Use promotes the Town Center Mixed-Use district for the properties located along Grand River to the west and south, and Industrial, Research, Development, and Technology to the east and north. There are protected Woodlands and Wetlands on-site that are covered by existing conservation easements, and the proposed improvements as presented do not impact these natural features.

Planner Commer stated the site was originally approved for a Hummer Dealership utilizing the Special Development Option (SDO) in the Gateway East District, and the SDO agreement was later amended to change the use to a Cadillac Dealership. If approved this would be the 5<sup>th</sup> amendment to the SDO agreement.

The proposed 4,174 square-foot building addition includes a service area with twelve bays, and an office area for service writers. The zoning ordinance limits the size of retail buildings to 20,000 square feet in the Gateway East district; however City Council has previously approved an addition that exceeded the maximum permitted square footage. The amended SDO agreement will need to reflect the new floor area, if a deviation for this standard is approved by the City Council. Additionally, the existing parking lot will be removed and replaced with new parking lot islands and expanded to accommodate 20 additional spaces for inventory vehicles. A new parking area at the southeast corner of the property is proposed. The plan proposes 136 parking spaces for employees and visitors and 134 inventory spaces.

An update to the building façade and signage is also proposed. The applicant is requesting a Section 9 Façade Waiver for underage of brick and overage of Flat Metal Panels and for a "Display Frame" that outlines the showroom windows with integrated LED lighting. The applicant has acknowledged in their response letter that they understand that the use of intense exterior accent lighting is prohibited by the ordinance, and what they have proposed is intended to be a constant soft light that produces a glowing effect around the showroom exterior glass. If approved by City Council, it will be included in the amendment to the SDO agreement.

Finally, the applicant is requesting three landscape waivers which are supported by staff as highlighted in the Motion Sheet.

The Planning Commission is asked to recommend approval or denial to the City Council for an amended Special Development Option Concept Plan, Preliminary Site Plan, Section 9 Façade Waiver, and Stormwater Management Plan. Representatives for the applicant are present to discuss the project and answer any questions. Staff is also available for questions.

Chair Pehrson invited the applicant to address the Planning Commission.

Tim Wood with Nowak & Fraus Engineers thanked the Planning Commission for the opportunity to present the Cadillac of Novi project. He stated it is a great opportunity to be involved in the process and see the vision for this property come to fulfillment. Also in attendance were Colin Schiefler with DP Fox representing the owner and architect Andrew Ashbey with Studio Detroit.

Mr. Wood expressed he would like to thank Planner Commer for his presentation summarizing the project. He stated this project represents a significant investment in the property in bringing it up to current standards. He stated the team is excited to be here tonight and is available to answer any questions.

Chair Pehrson opened the public hearing and invited members of the audience who wished to speak to approach the podium. Seeing, no one and confirming there was no correspondence received, Chair Pehrson turned the matter over to the Planning Commission.

Member Lynch stated the findings must be that it fits into the area and he believes it does. He expressed he does not have an issue with the increase in square footage or the waiver of the community impact statement. Furthermore, the landscape looks appropriate. As far as the façade waiver, it was stated the freshening is welcome. Member Lynch stated he is in favor of the project.

Member Dismondy stated he is in favor.

Member Verma stated he had no comment.

Member Roney stated he had nothing further to add.

Member Avdoulos stated he appreciates the design and theme presented. He expressed that the brick coursing of the existing building is not favorable. He stated the freshening is contextual with what is happening on that corner, and this is a great opportunity for refurbishment and utilization of an existing building.

Motion to recommend approval to the City Council for an amended Special Development Option Concept Plan made by Member Avdoulos and seconded by Member Lynch.

**In the matter of JSP 25-07 Cadillac of Novi, motion to recommend approval to the City Council for an amended Special Development Option Concept Plan based on and subject to the following:**

- 1. City Council finding that the proposed use exemplifies the intent of the GE District as stated in Section 3.1.16.A, to allow a use in the GE District listed elsewhere in the Zoning Ordinance provide certain criteria, including those identified below are met:**
  - a) The proposed use incorporates a predominant physical component of the development that provides a unique entry feature along Grand River for the GE District, characterized by a distinct, high profile appearance, *given that the architecture of the modified building and additions offers a distinctive presence on this corner.***
  - b) The proposed use is compatible with, and will promote, the uses permitted with the GE District and SDO, *as this property has demonstrated compatibility with adjacent properties as a vehicle dealership over many years.***
  - c) The proposed use is designed in a manner that will result in traffic and pedestrian safety, consistent with the adjoining pedestrian and vehicular thoroughfares, *as there is no significant change to the traffic flow on the site or the surrounding thoroughfares since the original SDO Agreement and Concept Plan, and previously amended SDO Agreement and Concept Plans were approved many years ago.***
- 2. That, relative to other feasible uses of the site, the proposed use and concept plan, meets the criteria listed in Section 6.2 of the Zoning Ordinance, including,**
  - a) The proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area, *as the plan provides relatively minor modifications to the existing building and site.***
  - b) The proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats, *as identified in the staff and consultant review letters.***

- c) The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood, *as has been demonstrated through many years of use as an automotive dealership.*
- 3. *The applicant has demonstrated compliance with the conditions listed in Section 3.12.3.B of the Zoning Ordinance, such as:*
  - a) Based upon proposed uses, layout and design of the overall project, the proposed building facade treatment, the proposed landscaping treatment and the proposed signage, the Special Development Option project will result in a material enhancement to the area of the City in which it is situated, *as identified in the initial approvals of the SDO Concept Plan and Agreement, and as identified in the staff and consultant review letters.*
  - b) The proposed development shall not have a materially adverse impact upon the Master Plan for Land Use of the City, and shall be consistent with the intent and spirit of this Section, *as identified in the staff and consultant review letters.*
  - c) Each particular proposed use in the development, as well as the size and location of such use, shall result in and contribute to a reasonable and mutually supportive mix of uses on the site, and a compatibility of uses in harmony with the surrounding area and other downtown areas of the City *as the project has been developed for several years for a similar use, and the expansions proposed for the showroom and service areas have demonstrated compatibility and harmony with the surrounding area.*
  - d) The proposed development shall be under single ownership and/or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance.
- 4. Applicant providing the amended Special Development Option prior to consideration by the City Council.
- 5. City Council Deviation from Section 3.12.5.G to increase gross floor area to 29,636 sf from 25,452 sf. The Zoning Ordinance limits the size of retail buildings to 20,000 square feet in the Gateway East District. *Supported by staff as The City Council had previously approved an addition that exceeded the maximum permitted square footage.*
- 6. Deviation from Section 3.12.7.c.2.d to allow a waiver of a Community Impact Statement. *Supported by staff since this is a minor modification from the initial approval.*
- 7. Landscape deviation from Section 5.5.3.B.ii and iii for deficient greenbelt width along Meadowbrook. *Supported by staff as an existing condition.*
- 8. Landscape deviation from Section 5.5.3.B.ii and iii for lack of greenbelt berms along both frontages. *Supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did)*
- 9. Landscape deviation from Section 5.5.3.D for deficiency in foundation landscaping for building addition. *Supported as the entire building has sufficient landscaping area.*
- 10. City Council consideration of signage as proposed by the applicant.
- 11. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.

*This motion is made because 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.*

**ROLL CALL VOICE VOTE TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR AN AMENDED SPECIAL DEVELOPMENT OPTION CONCEPT PLAN MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. Motion carried 6-0.**

Motion to recommend approval to the City Council of the Preliminary Site Plan made by Member Avdoulos and seconded by Member Lynch.

**In the matter of JSP 25-07 Cadillac of Novi, motion to recommend approval to the City Council of the Preliminary Site Plan based on and subject to the following:**

- 1. Deviation from Section 3.12.5.G to increase gross floor area to 29,636 sf from 25,452 sf. The Zoning Ordinance limits the size of retail buildings to 20,000 square feet in the Gateway East District. *Supported by staff as The City Council had previously approved an addition that exceeded the maximum permitted square footage.***
- 2. Deviation from Section 3.12.7.c.2.d to allow a waiver of a Community Impact Statement. *Supported by staff since this is a minor modification from the initial approval.***
- 3. Landscape deviation from Section 5.5.3.B.ii and iii for deficient greenbelt width along Meadowbrook. *Supported by staff as an existing condition.***
- 4. Landscape deviation from Section 5.5.3.B.ii and iii for lack of greenbelt berms along both frontages. *Supported by staff as a wall provides screening along Grand River and a hedge is proposed to serve as the original plans' hedge did)***
- 5. Landscape deviation from Section 5.5.3.D for deficiency in foundation landscaping for building addition. *Supported as the entire building has sufficient landscaping area.***
- 6. Applicant providing the amended Special Development Option prior to consideration by the City Council.**
- 7. City Council consideration of signage as proposed by the applicant.**
- 8. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.**

***This motion is made because 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.***

**ROLL CALL VOICE VOTE TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE PRELIMINARY SITE PLAN MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 6-0.***

Motion to recommend approval to the City Council of the Section 9 Façade Waiver made by Member Avdoulos and Seconded by Member Lynch.

**In the matter of JSP 25-07 Cadillac of Novi, motion to recommend approval to the City Council of the Section 9 Façade Waiver based on and subject to the following:**

- a. Section 9 Façade waiver for an underage of brick on the South (front) facade of the high-visibility buildings (0% proposed, 30% required), and an overage of Flat Metal Panels on South (front) and East facades (100% proposed (South) and 51% proposed (East), 50% Maximum), *because the angled profile of the Flat Metal Panels will provide an interesting architectural effect that would not otherwise be enhanced by strict application of Façade Ordinance requirements.***
- b. Section 9 Façade waiver for the "Display Frame" that outlines the showroom windows will feature integrated LED lighting, subject to the condition that intense colors and/or flashing lights are prohibited, *because it will enhance the nighttime appearance of the building.***
- c. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.**

***This motion is made because the plan is otherwise in compliance Sections 5.15.6 & 7 of the Façade Ordinance and all other applicable provisions of the Ordinance.***

**ROLL CALL VOICE VOTE TO RECOMMEND APPROVAL TO THE CITY COUNCIL OF THE SECTION 9 FAÇADE WAIVER MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 6-0.***

Motion to recommend approval to the City Council for the Stormwater Management Plan made by Member Avdoulos and seconded by Member Lynch.



**In the matter of JSP 25-07 Cadillac of Novi, motion to recommend approval to the City Council for 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.**

***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.***

**ROLL CALL VOICE VOTE TO RECOMMEND APPROVAL TO THE CITY COUNCIL FOR THE STORMWATER MANAGEMENT PLAN MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. Motion carried 6-0.**

**2. JZ24-43 MARIELLA ESTATES PRO PLAN WITH REZONING 18.750**

Public hearing at the request of Braciolo Brothers, LLC for Planning Commission's recommendation to City Council for a Zoning Map Amendment from Residential Acreage to R-1 One-Family Residential with a Planned Rezoning Overlay. The subject site is approximately 9.4 acres and is located west of Garfield Road, on the north side of Eight Mile Road (Section 31). The applicant is proposing to develop 10 single family lots.

Senior Planner Lindsay Bell stated the applicant is proposing to rezone 9.4 acres north of Eight Mile Road, west of Garfield Road, utilizing the Planned Rezoning Overlay option. The surrounding development to the north, west and east are newer single-family developments. There are also single family lots bordering the southwest, and south of 8 Mile Road is Maybury State Park.

The current zoning of the property is Residential Acreage. The properties to the north, east and west are also zoned RA, but have developed under the Residential Unit Development option, or RUD.

The Future Land Use Map identifies this property and those around it as Single Family. The density map shows a maximum planned density of 0.8 dwellings per acre.

The natural features map does not show any regulated features on the property, however current and historic aerial photos show a pond feature in the southeast corner of the property, which is a City-regulated wetland. The tree survey also indicates a few trees that are greater than 36-inches in diameter, which are regulated by the woodland ordinance.

Planner Bell stated the applicant had wanted to use the RUD option, which is how the adjacent Ballentyne and Parc Vista developments were approved, however that option requires a minimum site size of 20 acres. Therefore, they have proposed to utilize the Planned Rezoning Overlay to rezone the property to R-1 One Family Residential to achieve a similar development. The PRO plan shows 10 single family lots. The development is accessed by a private gated street with one entrance off Eight Mile Road. While not required in the R-1 district, they have proposed a 20-foot landscape buffer around the lots to make the development more consistent with the Ballentyne and Parc Vista developments. The developer has also committed to a contribution of \$40,000 to be used on improvements to the nearby ITC Park should the development proceed.

Planner Bell referenced a chart which showed the proposed Mariella Estates would have very similar minimum and average lot sizes to the surrounding developments, with the smallest lots being ½ acre and the largest being almost ¾ acre. No façade elevations have been provided, but the applicant indicates these will be custom-built homes that would need to comply with ordinance standards at the time of plot plan review for individual lots. Underground detention is proposed to manage stormwater.

Rezoning to the R-1 category requested by the applicant would permit the use proposed. Some of the conditions proposed include: