



## AUTONEUM JSP 14-80

### **AUTONEUM – OFFICE AND RESEARCH & TRAINING BUILDING**

Public Hearing at the request of Dembs Development, Inc. to approve the Preliminary Site Plan and a Stormwater Management Plan for Autoneum. The subject property is located in Section 12, south of Thirteen Mile Road, between Haggerty Road and Cabot Drive. The applicant is proposing to construct a 2-story office/research & development building, consisting of 47,170 square feet of office space, 31,404 square feet of high bay and technical areas and 8,132 square feet of warehouse area.

### **Required Action**

Approval or denial of Preliminary Site Plan and Stormwater Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	1-5-16	<ul style="list-style-type: none"> <li>Minor items to be addressed on the final site plan submittal, namely, loading area should be screened from view, 6' sidewalk should be installed along Cabot Drive to complete the gap and provide pedestrian path from building to Cabot Drive sidewalk</li> </ul>
Engineering	Approval Recommended	1-4-16	<ul style="list-style-type: none"> <li>Minor items to be addressed on the final site plan submittal.</li> </ul>
Landscape	Approval Recommended	1-5-16	<ul style="list-style-type: none"> <li>Minor items to be addressed on the final site plan submittal.</li> </ul>
Wetlands	Approval Recommended	12-30-15	<ul style="list-style-type: none"> <li>All comments addressed</li> </ul>
Traffic	Approval Recommended	1-5-16	<ul style="list-style-type: none"> <li><b>Full-scale traffic impact study required prior to final site plan submittal.</b> Minor items to be addressed on the final site plan submittal.</li> </ul>
Facade	Approval Recommended	1-5-16	<ul style="list-style-type: none"> <li>Minor items to be addressed on the final site plan submittal.</li> </ul>
Fire	Approval Recommended		<ul style="list-style-type: none"> <li>No outstanding comments</li> </ul>

## **Motion sheet**

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

In the matter of Autoneum JSP 14-80, motion to **approve** the Preliminary Site Plan, based on and subject to the following:

- a. Traffic Impact Statement required with Final Site Plan submittal.
- b. Vehicle stub street connections and easements provided to the vacant OST-zone parcels to the northeast and northwest as per the traffic consultant's recommendation. A stub street connection should also be provided to OST-zoned parcel to the southeast with an existing house.
- c. The findings of compliance with Ordinance standards in the staff review letter and the conditions and the items listed in that letter being addressed.

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

### **Approval – Wetland Permit**

In the matter of Autoneum JSP 14-80, motion to **approve** the Wetland Permit, based on and subject to the following:

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

### **Approval – Stormwater Management Plan**

In the matter of Autoneum JSP 14-80, motion to **approve** the Stormwater Management Plan, based on and subject to the following:

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

--- OR ---

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

In the matter of Autoneum JSP 14-80, motion to **deny** the Preliminary Site Plan... *(because the plan is not in compliance with Article 3, Article 4 and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

### **Denial – Wetland Permit**

In the matter of Autoneum JSP 14-80, motion to **deny** the Wetland Permit... *(because the plan is not in compliance with Chapter 12, Article V and the Code of Ordinances and all other applicable provisions of the Ordinance.)*

### **Denial – Stormwater Management Plan**

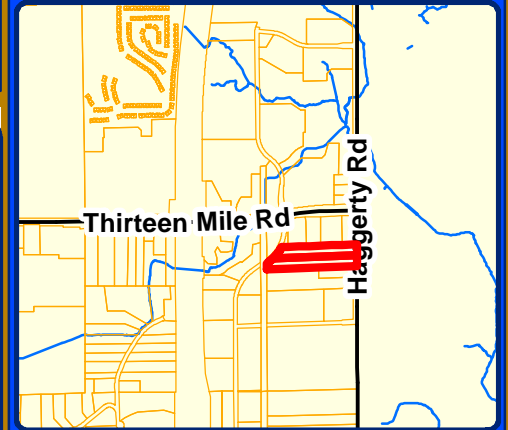
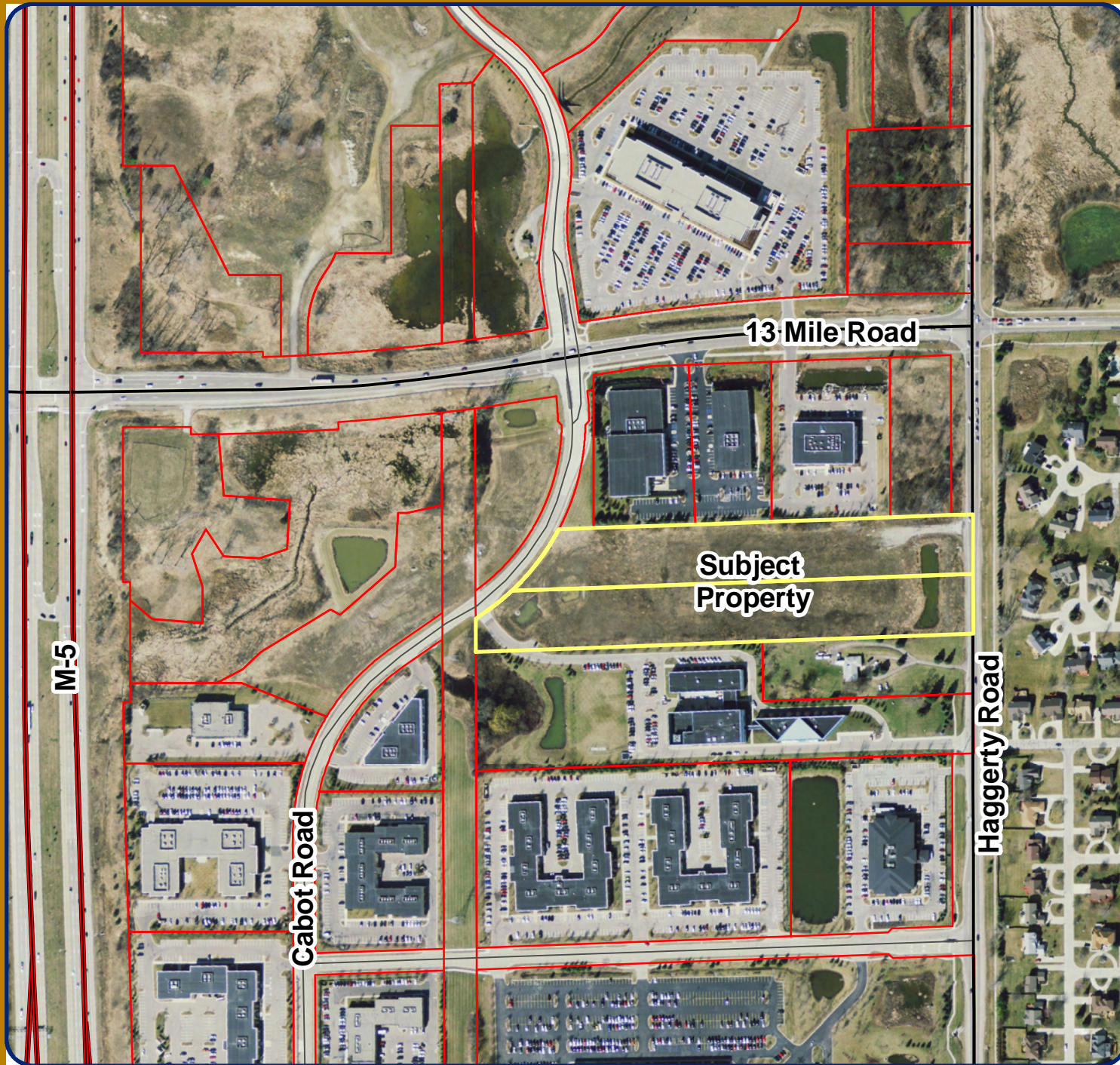
In the matter of Autoneum JSP 14-80, motion to **deny** the Stormwater Management Plan... *(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

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



# Autoneum - JSP 14-80

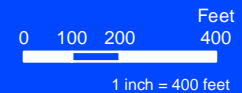
## Location Map



### City of Novi

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

Map Author: Chris Gruba  
Date: 12-21-15



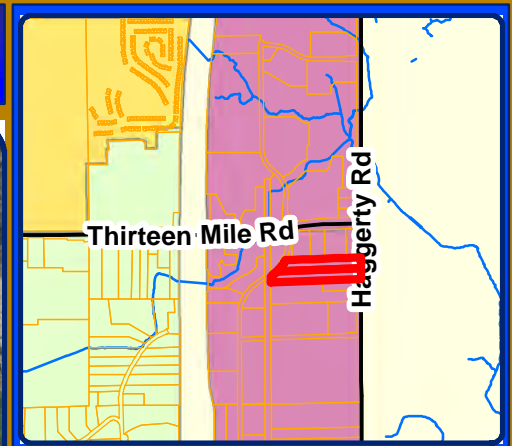
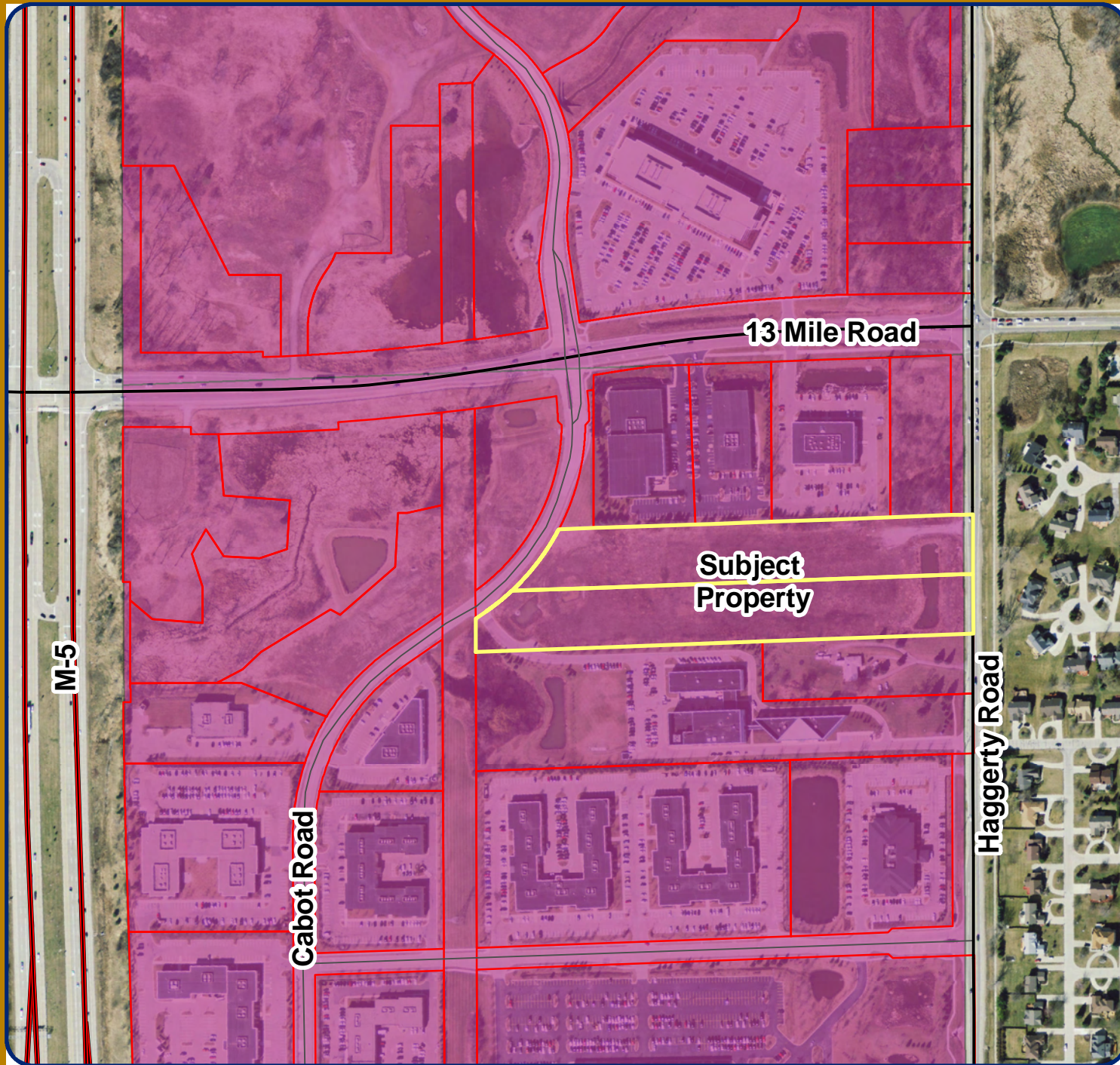
#### MAP INTERPRETATION NOTICE

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.







# Autoneum - JSP 14-80

## Zoning Map



### Legend

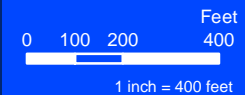
-  R-A: Residential Acreage
-  R-2: One-Family Residential
-  RM-1: Low-Density Multiple Family
-  OST: Office Service Technology



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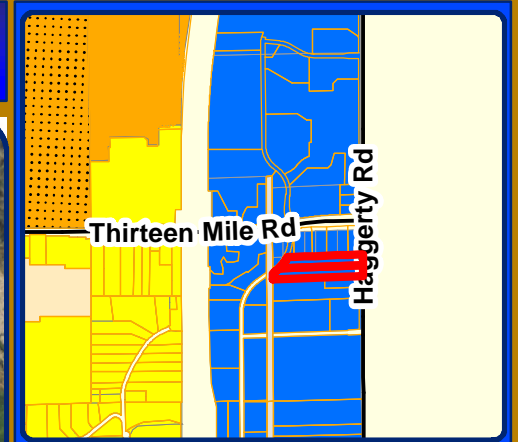
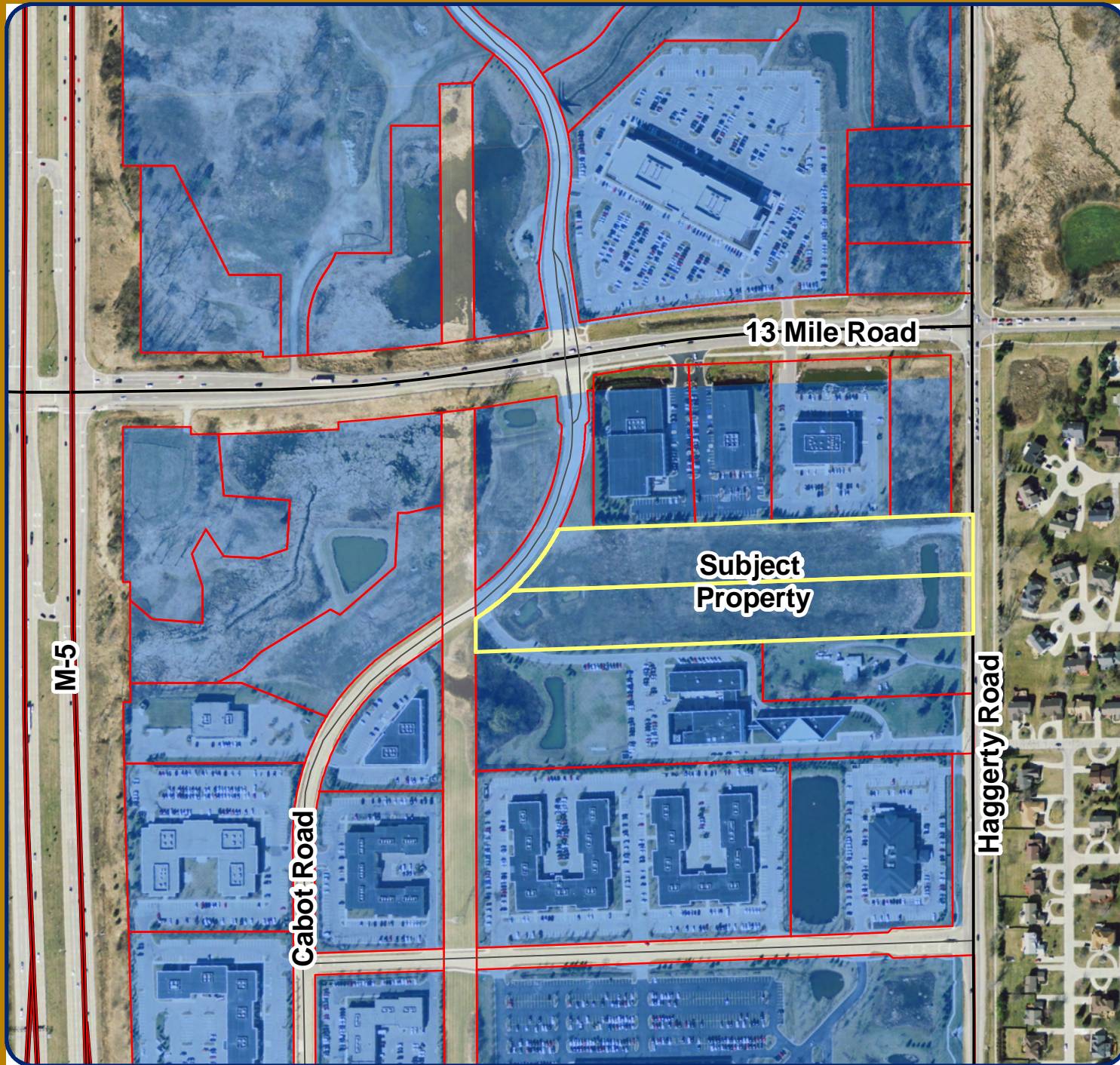
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# Autoneum - JSP 14-80

Future Land Use



## Legend

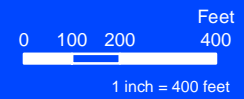
- SINGLE FAMILY
- MULTIPLE FAMILY
- PD1
- OFFICE RES DEV TECH
- EDUCATIONAL FACILITY
- PRIVATE PARK
- UTILITY



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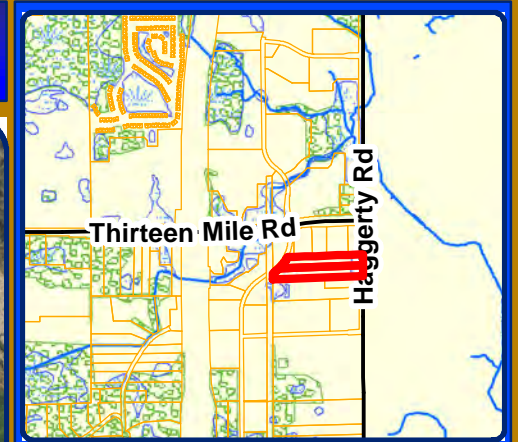
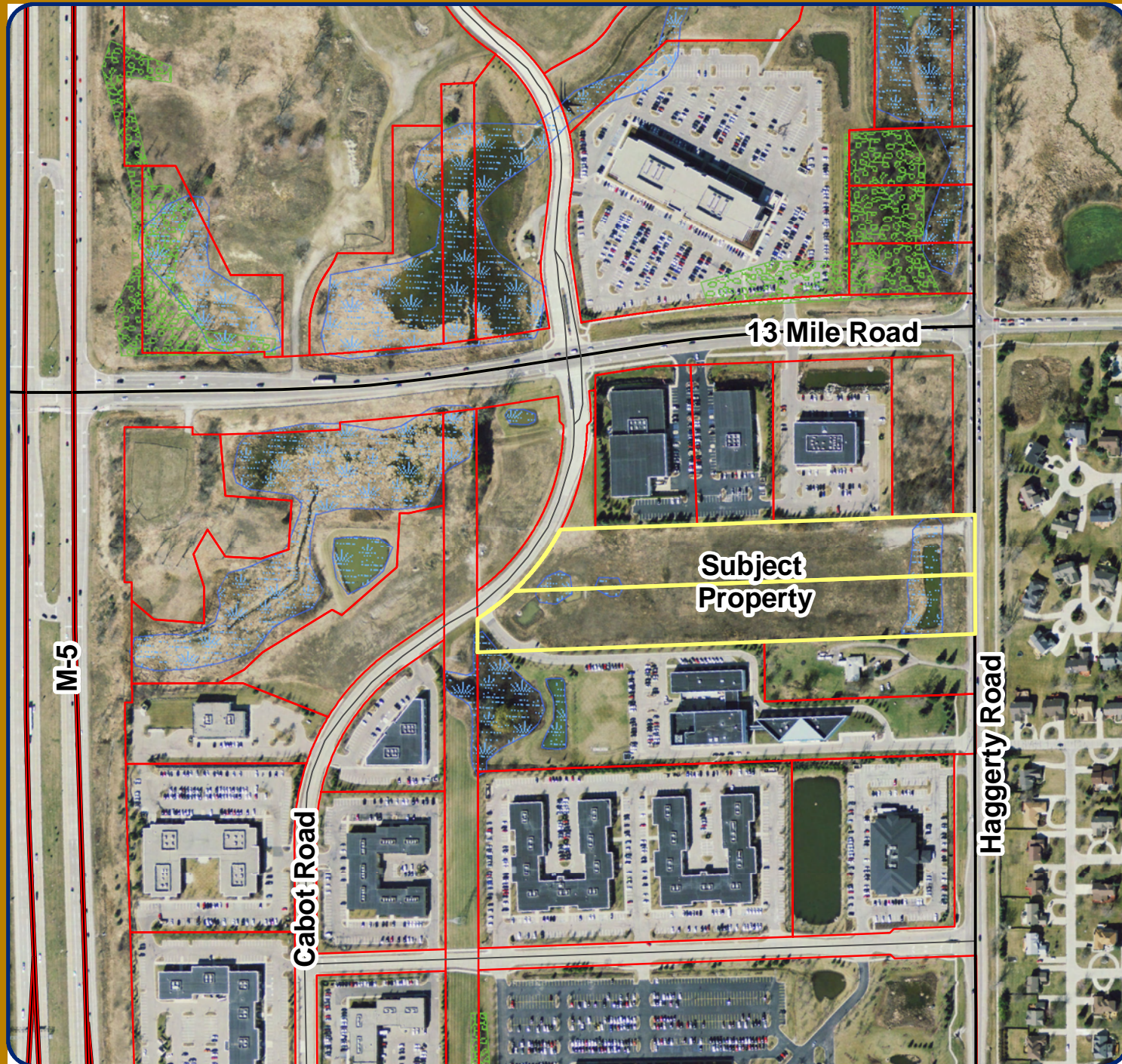
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# Autoneum - JSP 14-80

## Natural Features



### Legend

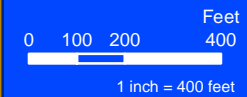
-  Wetlands
-  Woodlands



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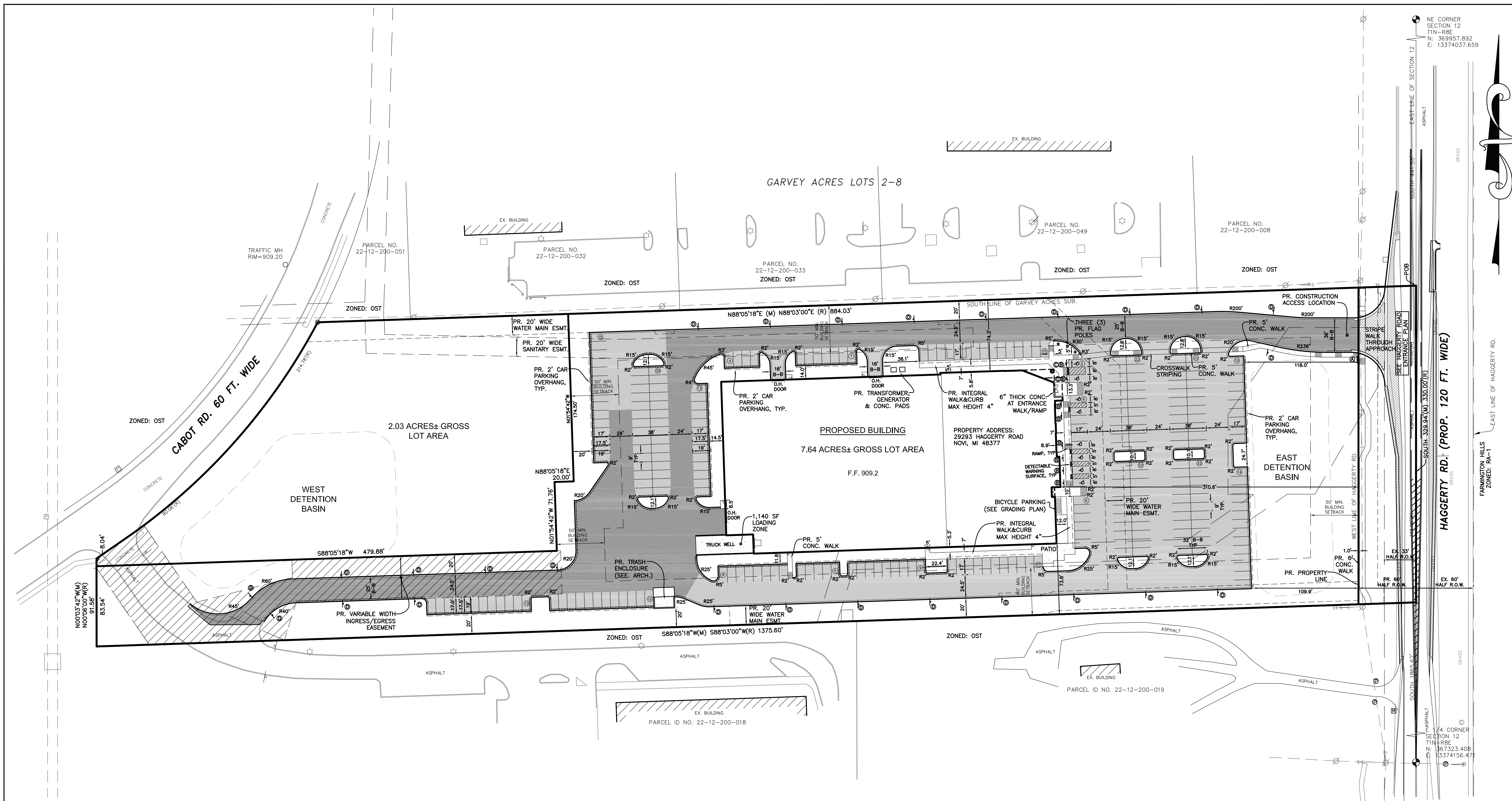


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**SITE PLAN**





**LEGEND**

[Pattern]	ON-SITE STANDARD PAVING
[Pattern]	ON-SITE HEAVY DUTY PAVING
[Pattern]	CONCRETE
[Pattern]	HAGGERTY ROAD ROW PAVING
[Pattern]	CROSS-ACCESS EASEMENT

**TRAFFIC SIGNING REQUIREMENTS**

ITEM	MMUTCD CODE	QUANTITY	SIZE	DESCRIPTION
(A)	R1-1	1	24"x24"	STOP
(B)	R7-8	8	12"x18"	RESERVED PARKING ONLY
(C)	R7-8P	2	12"x6"	VAN ACCESSIBLE
(D)	R7-9A MOD	26	12"x18"	NO PARKING FIRE LANE

**TRAFFIC SIGNING AND STRIPING REQUIREMENTS**

- ALL PERMANENT AND TEMPORARY TRAFFIC SIGNAGE & STRIPING SHALL COMPLY WITH THE 2011 MMUTCD.
- SIGNS SHALL BE MOUNTED ON 1 1/2" SQUARE GALVANIZED STEEL POST, WALL OR FENCE MOUNTED AS INDICATED ON THE PLANS, LOCATE AND INSTALL IN ACCORDANCE WITH ALL APPLICABLE STANDARDS AND REGULATIONS.
- STRIPING FOR HANDICAPPED PARKING SPACES SHALL BE BLUE AND MARKINGS FOR NON-HANDICAPPED PARKING SPACES SHALL BE WHITE. WHERE A HANDICAPPED PARKING SPACE ABUTS A NON-HANDICAPPED SPACE, THE TWO SPACES SHALL BE SEPARATED BY ABUTTING BLUE AND WHITE STRIPES.
- AN END PARKING SPACE ABUTTING A CURB OR WALK SHOULD BE 8 FEET WIDE IF DESIGNATED A HANDICAPPED SPACE OR 9 FEET WIDE IF NOT. THESE WIDTHS ARE REFERENCED TO THE FACE OF CURB OR WALK.
- EACH INTERNATIONAL SYMBOL OF ACCESSIBILITY (WHEELCHAIR) SHALL BE PAINTED ON THE PAVEMENT SHALL BE WHITE.
- SOLID ARROWS INDICATE WHERE ARROWS ARE PROPOSED AS PART OF THE STRIPING PLAN; HOLLOW ARROWS ARE PROVIDED TO DENOTE TRAFFIC FLOW DIRECTION.
- SEE SHEETS 4 AND 10 FOR BARRIER FREE SIGNAGE DETAILS.

**GENERAL SITE NOTES:**

- ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
- STORM WATER TREATMENT AND DETENTION WILL BE ACCOMMODATED VIA TWO (2) DETENTION BASINS.
- ROOFTOP EQUIPMENT MUST BE SCREENED PER ORDINANCE REQUIREMENTS.
- EXTERIOR LIGHTING MUST COMPLY WITH SECTION 2511 OF THE CITY OF NOVI CODE.
- RIGHT OF WAY PERMIT IS REQUIRED FROM THE ROAD COMMISSION FOR OAKLAND COUNTY AND CITY OF NOVI FOR ANY WORK IN THE HAGGERTY ROAD RIGHT-OF-WAY.
- RIGHT OF WAY PERMIT IS REQUIRED FROM THE CITY OF NOVI FOR ANY WORK IN THE CABOT ROAD RIGHT-OF-WAY.
- ALL SIGNS SHALL CONFORM TO ALL APPLICABLE CODES AND ORDINANCES (CHAPTER 28) OF THE CITY OF NOVI, AND WHERE REQUIRED SHALL BE REVIEWED AND APPROVED BY THE DEPARTMENT OF BUILDING AND SAFETY AND A PERMIT ISSUED. NO SIGNS (OTHER THAN TYPICAL TRAFFIC CONTROL SIGNS) ARE APPROVED AS PART OF THIS SITE PLAN APPROVAL. PRIOR TO ERECTION OF A SIGN, AN APPLICATION AND APPROPRIATE SUBMISSIONS SHALL BE MADE TO THE BUILDING DEPARTMENT FOR REVIEW, APPROVAL AND ISSUANCE OF A SIGN PERMIT.
- ALL PARKING AND TRAFFIC CONTROL SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE "2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (2011 MMUTCD).
- NOTIFY THE CITY OF NOVI A MINIMUM OF 48 HOURS PRIOR TO THE START OF CONSTRUCTION.
- CALL MISS DIG (811) A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
- ALL SOIL EROSION AND SILT MUST BE CONTROLLED AND CONTAINED ON-SITE.
- ALL EXCAVATION UNDER OR WITHIN A 1 ON 1 INFLUENCE OF PUBLIC PAVEMENT, EXISTING OR PROPOSED, SHALL BE BACKFILLED AND COMPACTED WITH SAND (CLASS II MDOT).
- THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES.
- PRIOR TO ISSUANCE OF AN OCCUPANCY PERMIT, ENGINEERING SITE INSPECTION IS REQUIRED.
- IF DEWATERING IS ANTICIPATED OR ENCOUNTERED DURING CONSTRUCTION THE CONTRACTOR IS REQUIRED TO SUBMIT A DEWATERING PLAN TO THE CITY ENGINEERING DIVISION FOR REVIEW.
- ONLY NECESSARY LIGHTING FOR SECURITY PURPOSES AND LIMITED OPERATIONS SHALL BE USED AFTER THE SITE'S HOURS OF OPERATION.
- NO FLASHING LIGHTING WILL BE USED ON THE SITE.
- NO OUTSIDE STORAGE SHALL BE PERMITTED.
- NO TRUCKS WILL BE CLEANED OR SERVICED OUTSIDE THE BUILDING. LONG TERM DELIVERY TRUCK PARKING IS NOT ALLOWED ON-SITE.
- PROVIDE A CLEAR DISTANCE OF AT LEAST 2 FEET BETWEEN ALL LIGHT POLES AND SIGN POSTS AND THE NEAREST BACK OF CURB.
- CONTRACTOR SHALL USE CONCRETE EMBEDDED DETECTABLE WARNING PLATES (ARMOR-TILE OR APPROVED EQUAL) AT RAMP LOCATIONS AS INDICATED ON PLANS.

**FIRE DEPARTMENT NOTES:**

- WATER MAINS AND FIRE HYDRANTS SHALL BE INSTALLED PRIOR TO CONSTRUCTION ABOVE FOUNDATION.
- THE BUILDING ADDRESS IS TO BE POSTED FACING THE STREET THROUGHOUT CONSTRUCTION. THE ADDRESS IS TO BE AT LEAST 3" HIGH ON A CONTRASTING BACKGROUND.
- FIRE APPARATUS ACCESS DRIVES TO AND FROM BUILDINGS THROUGH PARKING LOTS SHALL HAVE A MINIMUM FIFTY (50) FEET OUTSIDE TURNING RADIUS AND DESIGNED TO SUPPORT A MINIMUM OF THIRTY-FIVE (35) TONS.
- IMMEDIATE ACCESS TO FIRE DEPARTMENT CONNECTIONS SHALL BE MAINTAINED AT ALL TIMES AND WITHOUT OBSTRUCTION BY FENCES, BUSHES, TREES, WALLS OR ANY OTHER OBJECT FOR A MINIMUM OF 3 FEET.
- 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.

**PARCEL ID:** PART OF 22-12-200-023 AND 22-12-200-024

**PROPOSED LEGAL DESCRIPTION:**  
PART OF THE NORTHEAST 1/4 OF SECTION 12, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 12; THENCE S00°00'00"W 441.50 FEET ALONG THE EAST LINE OF SECTION 12, ALSO BEING THE CENTERLINE OF HAGGERTY ROAD TO THE POINT OF BEGINNING; THENCE CONTINUING S00°00'00"W 329.94 FEET ALONG SAID EAST LINE OF SECTION 12; THENCE S88°05'18"W 1375.80 FEET; THENCE N00°03'42"W 83.54 FEET; THENCE N88°05'18"E 479.88 FEET; THENCE N01°54'42"W 71.76 FEET; THENCE N88°05'18"E 20.00 FEET; THENCE N01°54'42"W 174.50 FEET; THENCE N88°05'18"E 884.03 FEET ALONG THE SOUTH LINE OF "GARVEY'S ACRES SUB", A SUBDIVISION AS RECORDED IN LIBER 84 OF PLATS, PAGE 3, OAKLAND COUNTY RECORDS TO THE POINT OF BEGINNING, CONTAINING 7.64 ACRES OF LAND, MORE OR LESS.

**SITE DATA:**  
SITE AREA: 7.19 ACRES (NET, LESS ROW), 7.64 ACRES (GROSS)  
EXISTING/PROPOSED ZONING: OST - OFFICE SERVICE TECHNOLOGY  
PROPOSED BUILDING AREA: 81,578 SF GROSS FLOOR AREA  
REQUIRED BUILDING SETBACKS: 50' FRONT MINIMUM  
50' EACH SIDE MINIMUM  
50' REAR MINIMUM

**REQUIRED PARKING:**  
OFFICE AREAS - 1 PARKING SPACE PER 222 SF GROSS LEASABLE AREA (GLA):  
FIRST FLOOR AREA: 18,561 SF  
SECOND FLOOR: 18,171 SF  
OFFICE MEZZANINE: 10,438 SF  
TOTAL OFFICE AREA: 47,170 SF GLA  
47,170 SF GLA / 222 = 213 PARKING SPACES REQUIRED

HIGH BAY AND TECHNICAL AREAS - 1 SPACE PER 700 SF USABLE FLOOR AREA (UFA):  
8,132 SF UFA / 700 = 12 PARKING SPACES REQUIRED

WAREHOUSE AREA - 1 SPACE PER 700 SF USABLE FLOOR AREA (UFA):  
8,132 SF UFA / 700 = 12 PARKING SPACES REQUIRED

270 TOTAL PARKING SPACES REQUIRED  
270 TOTAL PARKING SPACES PROVIDED  
(INCLUDES 8 B.F. SPACES)

**REQUIRED BICYCLE PARKING:**  
REQUIRED: 5% OF REQUIRED AUTO SPACES = 270x.05 = 14 BICYCLE PARKING SPACES  
PROVIDED: 14 BICYCLE PARKING SPACES

**NOTICE:**  
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

**NOTE:**  
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AS DISCLOSED BY AVAILABLE UTILITY COMPANY RECORDS AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE COMPANY. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER IMMEDIATELY IF A CONFLICT IS APPARENT.

NE CORNER SECTION 12  
T14-R8E  
N: 369957.892  
E: 13374037.659

46892 WEST ROAD  
SUITE 108  
NOVI, MICHIGAN 48377

COMMERCIAL  
SITE PLANNING  
SURVEYING  
INDUSTRIAL & MULTI-UNIT  
LAND SURVEYING  
CONSTRUCTION LAYOUT

SURVEYING  
ALTA SURVEYS  
BOUNDARY SURVEYS  
TOPOGRAPHIC SURVEYS  
PARCEL SPLITS  
CONSTRUCTION LAYOUT

RESIDENTIAL  
SUBDIVISIONS  
SINGLE-FAMILY  
MULTI-FAMILY  
PLOT PLANS  
CONSTRUCTION LAYOUT

**ALPINE ENGINEERING, INC.**  
CIVIL ENGINEERS & LAND SURVEYORS

**811**  
Know what's below  
Call before you dig.

DEMBS DEVELOPMENT, INC.  
CLIENT:

PRELIMINARY SITE PLAN  
RANGE: BE  
TOWNSHIP: 14N  
CITY OF NOVI  
OAKLAND COUNTY  
MICHIGAN

SECTION: 12

REVISED  
2015-12-07 PSP SUBMITTAL

DATE: 2015-12-07  
DRAWN BY: TG  
CHECKED BY: SD/TG

FBK:  
CHF:  
SCALE: HOR 1"=50 FT.  
VER 1"=5 FT.

2  
14-346

**PLANNING REVIEW**





# PLAN REVIEW CENTER REPORT

January 5, 2016

## Planning Review

Autoneum

JSP 14-80

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### Petitioner

Dembs Development, Inc.

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: Section 12; South of Thirteen Mile Road, between Haggerty Road and Cabot Drive
- Site Zoning: OST: Office Service Technology District
- Adjoining Zoning: OST: Office Service Technology District
- Site Use(s): Vacant
- Adjoining Uses: North: Office/Technology, East: Haggerty Road/Single Family Residential in Farmington Hills, South: Eberspacher Office/Technology and one single family house, West: Vacant
- Site Size: 7.64 acres
- Building Size: 2 story office/R&D building with a total of square foot gross floor of 81,578 square feet. A 10,464 square foot future office expansion of the mezzanine is proposed, for a total of 92,042 square feet.
- Plan Date: 12-7-15

### Project Summary

The applicant is proposing to construct a 2-story office building, consisting of 81,578 square feet of office and research & training uses for Autoneum, which focuses on acoustic and thermal management solutions for vehicles. The plans illustrate that the office mezzanine may be expanded by 10,438 square feet for a total of 92,042 square feet of gross floor area.

### Recommendation

Approval of the ***Preliminary Site Plan is recommended***. The plan conforms to the requirements of the Zoning Ordinance, with additional details required at the time of Final Site Plan submittal. **Planning Commission approval of the Preliminary Site Plan and storm water management plan is required.**

### Ordinance Requirements

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

1. Narrative: Although the letter dated December 7, 2015, defines the use of the building as office and research & testing, please provide a brief narrative of the specific operations

- within the building. Please indicate whether products manufactured on site will be sold or whether the products are more focused on research and design.
2. Loading area and screening (Sec 3.20.2 A): The ordinance requires that truck service areas and overhead loading doors be totally screened from view from adjacent properties. **The loading area must be screened by a wall or by landscaping that includes a berm when viewed from the south property line.**
  3. Required parking calculation (Sec 3.20.2 B and 5.2.12 D). **Please separate the uses within the building into the two distinct areas for office use and industrial/warehouse use. The office use portion should subtract area used for stairways and elevators, while the industrial/warehouse area should subtract area use for storage, hallways and bathrooms. Please list this information on Sheet PFP 10-A or PFP 10-B.**
  4. Bicycle Parking Spaces (Sec 5.16): Bicycle parking area must be divided up into at least 2 separate locations when more than 4 bike spaces are required. **Suggest adding a bike parking area on the west side of the building.**
  5. Article XI. Off-Road Non-Motorized Facilities: *A 6 foot sidewalk is required along collector and arterial roads.* **Sidewalk shall be required along Cabot Drive to connect to existing sidewalk network at the time of final site plan review.**
  6. Pedestrian Connectivity *Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets.* **Sidewalk connection required between the building and Cabot Drive. Connection provided between building and Haggerty Road.**
  7. Property Combination/Split: The site plan indicates a proposed property combination and split. **The proposed property combination/split must be submitted to the Assessing Department for approval.**
  8. Lighting (Sec 5.7):
    - a. **The light poles should be illustrated on the landscape plan so as to not conflict with tree planting.**
    - b. **Light pole operation hours listed as 8 am to 5 pm, which is during daylight hours even in winter.**
1. Other Reviews:
    - a. Landscape Review: Additional comments to be addressed with final site plan submittal. Landscape recommends approval.
    - b. Traffic Review: Additional comments to be addressed with final site plan submittal. Traffic recommends approval.
    - c. Engineering Review: Additional comments to be addressed with final site plan submittal. Engineering recommends approval.
    - d. Facade Review: Additional comments to be addressed with final site plan submittal. Façade recommends approval.
    - e. Fire Review: Fire comments have not been received at this time. Comments may be offered during final site plan review submittal.
    - f. Wetland Review: Additional comments to be addressed with final site plan submittal. Consultants recommend approval.

### **Response Letter**

This Site Plan is scheduled to go before Planning Commission for public hearing on January 13, 2016. Please provide the following **no later than January 6, 2016** if you wish to keep the schedule.

1. A response letter addressing ALL the comments from ALL the review letters and **a request for waivers as you see fit.**
2. A color rendering of the Site Plan, if any.



3. A sample board of building materials as requested by our Façade Consultant

### **Site Addressing**

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

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

### **Pre-Construction Meeting**

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

### **Chapter 26.5**

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

### **Signage**

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

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347-0586 or [cgruba@cityofnovi.org](mailto:cgruba@cityofnovi.org).



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Christopher Gruba – Planner



## PLANNING REVIEW CHART: Office Service Technology (OST)

**Review Date:** January 5, 2016  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP 14-0080 Autoneum (fka Millennium Tech)  
**Plan Date:** December 7, 2015  
**Prepared by:** Christopher Gruba, Planner  
**E-mail:** cgruba@cityofnovi.org; **Phone:** (248) 347-0586

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

Item	Required Code	Proposed	Comments
<b>Zoning and Use Requirements</b>			
<b>Master Plan</b> (adopted August 25, 2010)	Office research development and technology	Office & light industrial	<b>Please provide brief narrative regarding specific use of building. Training? Testing? Manufacture?</b>
<b>Area Study</b>	The site does not fall under any special category	NA	NA
<b>Zoning</b> (Effective December 25, 2013)	OST: Office Service and Technology	OST	Zoning not changed
<b>Uses Permitted</b> (Sec 3.1.23.B & C)	Sec. 3.1.23.B. - Principal Uses Permitted. Sec. 3.1.23.C. – Special Land Uses Permitted.	Office/Research	Complies
<b>Height, bulk, density and area limitations (Sec 3.1.21.D)</b>			
<b>Frontage on a Public Street.</b> (Sec. 5.12) <b>Access To Major Thoroughfare</b> (Sec. 5.12)	Frontage on a Public Street is required	The site has frontage and access to Cabot Drive and Haggerty Road	Complies
<b>Minimum Zoning Lot Size</b> for each Unit in Ac (Sec 3.6.2.D)	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		NA
<b>Minimum Zoning Lot Size</b> for each Unit: Width in Feet (Sec 3.6.2.D)			NA
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	(Sec 3.6.2.D)	Building: 61,727 SF Site: 7.64 acres Coverage: 18.5 %	No maximum coverage
<b>Building Height</b> (Sec. 3.20)	Properties north of Grand River Avenue:	Maximum height: 46.4'	Complies



Item	Required Code	Proposed	Comments
	Max height: 65 ft with additional setbacks of 2 ft for every 1 ft in excess of 46 ft.		
<b>Building Setbacks (Sec 3.1.23.D)</b>			
Front (Haggerty Road)	50'	305'	Complies
Rear (Cabot)	50'	420'	Complies
Side (north and south)	50'	75' to north and south	Complies
<b>Parking Setback (Sec 3.1.23.D) Refer to applicable notes in Sec 3.6.2</b>			
Front (Haggerty Road)	20 ft.	115'	Complies
Rear (Cabot Dr.)	20 ft.	340'	Complies
Side (north and south)	20 ft.	20'	Complies
<b>Note To District Standards (Sec 3.6.2)</b>			
<b>Exterior Side Yard Abutting a Street (Sec 3.6.2.C)</b>	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	No exterior side yards	NA
<b>Off-Street Parking in Front Yard (Sec 3.6.2.E)</b>	Off-street parking is allowed in front yard, but outside of the parking setback	Parking is proposed in front yard and meets the parking setback requirements	Complies
<b>Distance between buildings (Sec 3.6.2.H)</b>	It is governed by sec. 3.8.2 or by the minimum setback requirements, whichever is greater	Single building proposed	NA
<b>Wetland/Watercourse Setback (Sec 3.6.2.M)</b>	A setback of 25ft from wetlands and from high watermark course shall be maintained	Wetlands exist, but buffer must be illustrated	<b>Please see comments from ECT</b>
<b>Parking setback screening (Sec 3.6.2.P)</b>	Required parking setback area shall be landscaped per sec 5.5.3.	A landscape plan is provided	<b>Please refer to landscape review for additional information</b>
<b>Modification of parking setback requirements (Sec 3.6.2.Q)</b>	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q	Parking setbacks conform to the minimum required	NA
<b>OST District Required Conditions (Sec 3.20)</b>			
<b>Additional Height (Sec 3.20.1)</b>	Properties north of Grand River Avenue: Max height: 65 ft with additional setbacks of 2 ft for every 1 ft in excess of 46 ft.	Maximum height: 46.4'	Complies

Item	Required Code	Proposed	Comments
<b>Loading and Unloading Screening</b> <i>(Sec 3.20.2.A)</i>	Truck service areas and overhead truck loading/unloading doors shall be totally screened from view from any public right-of-way, including freeway right-of-way, and adjacent properties, except for required driveway access. PC may waive this requirement.	Recessed loading dock proposed in rear yard	<b>Loading area must be screened from right-of-way and adjacent properties in the form of walls, landscaping or berms.</b>
<b>Additional conditions for permitted uses in 3.1.23.B.ii – v</b> <i>(Sec 3.20.2.C)</i>	Uses permitted under subsections 3.1.23.B.ii - v shall not be located on property sharing a common boundary with property zoned for R-A, R-1, R-2, R-3, R-4 or MH district use unless conditions in section 3.20.2.C are met	Property is not located adjacent to the zoning districts mentioned	NA
<b>Outdoor storage</b> <i>(Sec 3.20.2.D)</i>	The outdoor storage of goods or materials shall be prohibited.	Indicated on sheet 2	Complies
<b>Parking, Loading and Dumpster Requirements</b>			
<b>Number of Parking Spaces</b> Industrial & Office <i>(Sec.5.2.12.D)</i>	“Industrial or research establishment” 1 space for every 700 SF of UFA or 5 spaces+1 space for every 1.5 employees, whichever greater. “Business/Professional Office”: 1 space for every 222 of GLA.	270 spaces provided	<b>Please provide number of employees in largest shift</b>
<b>Parking Space Dimensions and Maneuvering Lanes</b> <i>(Sec. 5.3.2)</i>	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4” curb at these locations and along landscaping	- 90° Parking: 9 ft. x 19 ft. - 24 ft. to 27 ft. two way drives - 9 ft. x 17 ft. parking w/2 ft. overhang into landscape space	Complies



Item	Required Code	Proposed	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	All parking spaces are located at least 25' from the ROW.	Complies
<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 wherever applicable	<b>Please see Landscape review for additional comments</b>
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	201-300 spaces requires 6 regular handicap + 1 van handicap	6 regular & 2 van spaces proposed	Complies
<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>- 8' wide with a 5' wide access aisle for regular accessible spaces</li> </ul>	Two types of accessible spaces are provided	Complies
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	One sign per parking is proposed	Complies
<b>Minimum number of Bicycle Parking</b> (Sec. 5.16.1)	<u>General Offices:</u> Five (5) percent of required automobile spaces, minimum two (2) spaces For 270 spaces, 14 bike spaces	Proposed spaces: 14	Complies
<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</li> </ul>	Complies  Located at one entrance	<b>Bike parking spaces must be divided into at least 2 separate locations, perhaps on the west end?</b>

Item	Required Code	Proposed	Comments
	shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	Game loop style racks  Accessible via sidewalk	
<b>Bicycle Parking Lot layout</b> (Sec 5.16.6)	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Game loop style racks	Complies
<b>Loading Spaces</b> Sec. 5.4.1	- Within the OS districts, loading space shall be provided in the rear yard or in the case of a double frontage lot, in the interior side yard, - in the ratio of five (5) square feet per front foot of building up to a total area of three-hundred sixty (360) square feet per building.	Loading Area in the rear yard  180' frontage x 5 = 900, square feet is required at the truck dock, but only needs to be 360 SF	Complies  Complies. 1,140 SF Provided
<b>Dumpster</b> Sec 4.19.2.F	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces	Dumpster located in the rear yard Not attached to building Farther than 10 ft.  Outside the parking setback 20' from property line  Farther away from the barrier free spaces	Complies



Item	Required Code	Proposed	Comments
<b>Dumpster Enclosure</b> Sec. 21-145. (c) Chapter 21 of City Code of Ordinances	<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>	<ul style="list-style-type: none"> <li>- An enclosure is shown on sheet C 10.2</li> <li>- 6ft. tall</li> <li>-4' tall guard posts proposed</li> <li>- A concrete surface is indicated</li> <li>- Brick enclosure</li> </ul>	Complies
<b>Exterior lighting</b> Sec. 5.7	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	A lighting plan is provided	Complies
<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	RTU screen shown on plans	Complies
<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.	RTU screen shown on plans	Complies
<b>Non-Motorized Facilities</b>			
<b>Article XI. Off-Road Non-Motorized Facilities</b>	A 6 foot sidewalk is required along collector and arterial roads	6' sidewalk provided along Haggerty Road	<b>6' wide sidewalk also required along Cabot Drive to complete this missing section</b>
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Sidewalks are proposed throughout the site for convenient and safe pedestrian access	<b>Pedestrian walkway must connect from the building to the sidewalk along Cabot Drive</b>
<b>Building Code and Other Requirements</b>			
<b>Building Code</b>	Building exits must be connected to sidewalk system or parking lot.	All exits are connected to internal sidewalk	Complies
<b>Design and Construction Standards</b>	Land description, Sidwell number (metes and bounds for acreage	Provided	Complies

Item	Required Code	Proposed	Comments
<b>Manual</b>	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).	Info provided	Complies
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied, if known)</li> </ul>	225 jobs, \$8.5 million investment per cover letter	
<b>Development/ Business Sign &amp; Street addressing</b>	<ul style="list-style-type: none"> <li>- Signage if proposed requires a permit.</li> <li>- The applicant should contact the Building Division for an address prior to applying for a building permit.</li> </ul>	Information Not Provided	<b>For further information contact Jeannie Niland 248-347-0438.</b>
<b>Project and Street naming</b>	Some projects may need approval from the Street and Project Naming Committee.	"Autoneum"	
<b>Property Split</b>	The proposed property split must be submitted to the Assessing Department for approval.	Two parcels will be combined to form a 9.7 acre parcel. This parcel will then be split into a 7.64 acre parcel for the building and a 2.03 acre parcel left undeveloped	<b>Please contact Glenn Lemmon in the Assessing Department to combine and split parcels 248-347-0492</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	Provided	Complies

Item	Required Code	Proposed	Comments
<b>Lighting Plan</b> (Sec. 5.7.A.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Some info provided	<b>Light poles should be illustrated on the landscape plan</b>
<b>Lighting Plan</b> (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures	Info provided	
	Photometric data	Provided	
	Fixture height	25'	
	Mounting & design	Info provided	
	Glare control devices	House side shield	
	Type & color rendition of lamps	LED	
	Hours of operation	8 am to 5 pm	<b>The light poles are on during daytime hours?</b>
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	provided	
<b>Required Conditions</b> (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses	25' ft. max	Complies
<b>Required Conditions</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>	Info provided	Complies
<b>Required Conditions</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Chart provided	Complies
<b>Required Conditions</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure	LED lamps are proposed	Complies

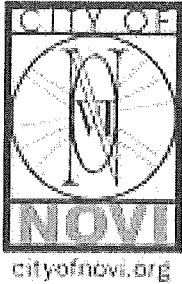


Item	Required Code	Proposed	Comments
	sodium lamps		
<b>Min. Illumination</b> (Sec. 5.7.3.k)	Parking areas: 0.2 min	Min is 0.3	Complies
	Loading & unloading areas: 0.4 min	Min is 1.1	Complies
	Walkways: 0.2 min	Min is 0.3	Complies
	Building entrances, frequent use: 1.0 min	Min is 2.2	Complies
	Building entrances, infrequent use: 0.2 min	Min is 0.4	Complies
<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	Max along property line is 0.5	Complies
<b>Cut off Angles</b> (Sec. 5.7.3.L)	when adjacent to residential districts - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle	Does not abut residential	NA

**NOTES:**

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

## ENGINEERING REVIEW



## PLAN REVIEW CENTER REPORT

01/04/2016

### Engineering Review

AUTONEUM

JSP14-0080

#### Applicant

HAGGERTY HOLDINGS LLC

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: W. of Haggerty and S. of 13 Mile Rd.
- Site Size: 9.67 acres
- Plan Date: 12/07/15

#### Project Summary

- Construction of an approximately 81,578 square-foot building and associated parking. Site access would be provided by curb cuts on Haggerty Rd. and Cabot Dr.
- Water service would be provided by an 8-inch extension from the existing 12-inch water main along the west side of Haggerty Rd. and the existing 24-inch water main along the east side of Cabot Dr. A loop to existing stubs to the south of the site is also being provided. A 2-inch domestic lead and a 8-inch fire lead would be provided to serve the building, along with 7 additional hydrants
- Sanitary sewer service would be provided by an 8-inch extension for the existing 8-inch sanitary sewer to the north west of the site.
- Storm water would be collected by a single storm sewer collection system and detained in 2 on-site basins.

#### Recommendation

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



**Comments:**

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

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

**General**

1. There are proposed parcel boundaries shown on the proposed plan with portions of the improvements for this site proposed to on a separate parcel in the future. The applicant should clarify the intent of the parcel boundaries and provide easements as required.
2. A right-of-way permit will be required from the City of Novi and Oakland County.
3. A pedestrian pathway is required along the Cabot Dr. frontage.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
5. 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.
6. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
7. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.
8. Soil borings shall be provided for a preliminary review of the constructability of the proposed development (roads, basin, etc.). Borings identifying soil types, and groundwater elevation should be provided at the time of Preliminary Site plan.
9. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website ([www.cityofnovi.org/DesignManual](http://www.cityofnovi.org/DesignManual)).

**Water Main**

10. Note that a tapping sleeve, valve and well will be provided at the connection to the existing water main.
11. Provide a profile for all proposed water main 8-inch and larger.
12. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering

Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

#### Sanitary Sewer

13. Provide a sanitary sewer basis of design.
14. Provide a testing bulkhead immediately upstream of the sanitary connection point. Additionally, provide a temporary 1-foot deep sump in the first sanitary structure proposed upstream of the connection point, and provide a secondary watertight bulkhead in the downstream side of this structure.
15. The sanitary sewer can be private in an access easement if it is only going to ever provide service to the single building on site.
  - a. If the sanitary sewer is private only OCWRC and City of Novi approval is needed, no MDEQ permit will be required.
16. Seven (7) sealed sets of revised utility plans along with the MDEQ permit application (04/14 rev.) for sanitary sewer construction and the Streamlined Sanitary Sewer Permit Certification Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets. Also, the MDEQ can be contacted for an expedited review by their office.

#### Storm Sewer

17. Provide profiles for all storm sewer 12-inches or larger.
18. A minimum cover depth of 3 feet shall be maintained over all storm sewers. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
19. 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.
20. Match the 0.80 diameter depth above invert for pipe size increases.
21. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
22. Provide a four-foot deep sump and an oil/gas separator in the last storm structure prior to discharge to the storm water basin.
23. Label all inlet storm structures on the profiles. Inlets are only permitted in paved areas and when followed by a catch basin within 50 feet.
24. 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.
25. Illustrate all pipes intersecting storm structures on the storm profiles.
26. An easement is required over the storm sewer accepting and conveying off-site drainage.

27. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
28. Show and label all roof conductors, and show where they tie into the storm sewer.

#### Storm Water Management Plan

29. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
30. An adequate maintenance access route to the basin outlet structure and any other pretreatment structures shall be provided (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping.
31. Provide a 5-foot wide stone bridge allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary.
32. Provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
33. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
34. Provide a detail for the proposed standpipes
35. Due to maintenance concerns, each restricting orifice in the control structure shall be a minimum of 1 square-inch in size, even though this may result in a flow rate above that calculated.
36. The primary outlet standpipe shall be designed with a secondary outer pipe with numerous holes. The stone filter would rest against this outer pipe and would help protect the design standpipe from clogging.
37. Provide a soil boring in the vicinity of the storm water basin to determine soil conditions and to establish the high water elevation of the groundwater table.
38. A 4-foot wide safety shelf is required one-foot below the permanent water surface elevation within the basin.
39. This site receives flow from Eberspaecher to the south, this should be addressed on the storm water management plan.

#### Paving & Grading

40. Provide a cross-section for the right-of-way sidewalk.
41. The right-of-way sidewalk shall continue through the drive approach. If like materials are used for each, the sidewalk shall be striped through the approach. The sidewalk shall be increased to 6-inches thick along the crossing or match the proposed cross-section if the approach is concrete. The thickness of the sidewalk shall be increased to 6 inches across the drive

- approach. Provide additional spot grades as necessary to verify the maximum 2-percent cross-slope is maintained along the walk.
42. The City standard straight-faced curb (MDOT C-4 curb detail) shall be provided. Revise details accordingly.
  43. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.

Off-Site Easements

44. Any off-site utility easements anticipated must be executed by both parties **prior to final approval of the plans**. Drafts of the easement shall be submitted at the time of the Preliminary Site Plan submittal for review, and shall be approved by the City prior to final signatures.

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

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

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

46. A draft copy of the maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds.
47. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
48. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Community Development Department.
49. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.



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

50. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
51. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
52. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.
53. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
54. A permit for work within the right-of-way of Haggerty Rd. and Cabot Dr. must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.
55. A permit for work within the right-of-way of Haggerty Rd. must be obtained from the Road Commission for Oakland County. Please contact the RCOC (248-858-4835) directly with any questions. The applicant must forward a copy of this permit to the City. Provide a note on the plans indicating all work within the right-of-way will be constructed in accordance with the Road Commission for Oakland County standards.
56. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
57. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved.
58. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
59. A storm water performance guarantee, equal to 1.5 times the amount required to complete storm water management and facilities as specified in the Storm Water Management Ordinance, must be posted at the Treasurer's Office.
60. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to

TCO, at which time it may be reduced based on percentage of construction completed.

61. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

Please contact Jeremy Miller at (248) 735-5694 with any questions.



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cc: Adam Wayne, Engineering  
Brian Coburn, Engineering  
Christopher Gruba, Community Development  
Becky Arold, Water & Sewer

## LANDSCAPE REVIEW



# PLAN REVIEW CENTER REPORT

January 5, 2016

## Preliminary Site Plan - Landscaping

Autoneum

### Review Type

Preliminary Site Plan Landscape Review

### Property Characteristics

- Site Location: Section 12; South of Thirteen Mile Road, between Haggerty Road and Cabot Drive
- Site Acreage: 7.64 acres
- Site Zoning: OST
- Adjacent Zoning: OST
- Plan Date: 12/7/2015

### Ordinance Considerations

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

### Recommendation

This project is **recommended for approval**, with the understanding that the items below and on the accompanying landscape chart are addressed satisfactorily.

### Ordinance Considerations

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

A list of the soil types on the property is provided on Sheet 9 but no soil boundaries are provided.

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

All existing and proposed utilities are provided.

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

1. Only two trees 8" or larger exist on the site. One of these is to be saved
2. **Show tree fencing at Critical Root Zone (1' beyond dripline) for the existing tree to remain on the Grading plan.**
3. **Please characterize with a note the vegetation shown at the north boundary line.**

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

Property is not adjacent to Residential

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

1. **While the detention basin is within the greenbelt, the parking fronts on the right of way so the parking frontage requirements should be used in the calculations. Thus, the requirements for greenbelt landscaping are 9 deciduous canopy trees or large**



- evergreens, and 17 subcanopy trees. Please revise the calculations and proposed trees accordingly.
2. The proposed berm should be revised to show vertical and horizontal undulations with a minimum height of 3'

Corner Clearance (Zoning Sec 5.9)

1. Please add the clear vision triangle on both sides of the Haggerty Road entry.
2. It appears that one hawthorn is within the clear vision zone on the south side of the driveway. If it is, it should be removed from the plan.

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and LDM 1.d.)

1. 14 subcanopy trees (hawthorns) are proposed as street trees under the existing overhead wires. 9 deciduous canopy trees are required, based on the frontage, or 18 subcanopy trees. **Based on the recommended removal of one tree in the clear vision zone noted above, only 13 hawthorns should be planted.**
2. **A waiver for the 5 subcanopy trees not planted should be requested. Based on the need for a clear vision zone at Haggerty and the utility boxes north of the entry, this waiver would be supported by staff.**

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

1. Please revise the calculations per the Landscape Chart. This will result in 27 more required parking lot trees and 1636 sf more parking lot island area than are proposed.
2. Please add the additional required trees to the plan and islands, if required.
3. Please provide labels for all parking lot island areas (in SF) to count toward the requirement.

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

1. **Based on the 570 lf of perimeter, 16 canopy trees are required but none are proposed.**
2. **Please propose as many perimeter parking lot trees around the parking lot and along entry drives as possible while still ensuring tree health (canopy trees should be no closer than 30' o.c.)**

Loading Zone screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

As the site is bounded by OST zoned properties, no special screening is required. The proposed shrubs provide sufficient screening.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. **Based on the building perimeter, 8592 sf of foundation landscape area is provided, but only 6609sf is provided. The applicant may deduct 135lf from the perimeter base to account for pedestrian and vehicular access areas to the building, but 903 sf of additional landscape area is still required.**
2. **Please indicate what landscape area(s) on the site is(are) used to provide the required landscape area for foundation plantings.**

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

Plant list is provided with costs but costs of sod or seed and mulch, need to be added.

Planting Notations and Details (LDM)

1. Planting details are provided.
2. **Please incorporate additions listed in the Landscape Chart.**

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

1. Proposed shrubs meet the requirements for storm basin landscaping.
2. **Please add all existing trees to remain on the two ponds to the plan.**

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

Irrigation plan for landscaped areas is required for Final Site Plan.

Proposed topography, 2' contour minimum (LDM 2.e.(1))

Proposed spot elevations are provided on Sheets 4 and 5.

Snow Deposit (LDM.2.g.)

Snow deposit areas are indicated.

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



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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY SITE PLANS

**Review Date:** December 27, 2015  
**Project Name:** JSP14 – 0080: AUTONEUM  
**Plan Date:** December 7, 2015  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org);  
 Phone: (248) 735-5621

**RECOMMENDATION:** This project is **recommended for approval**, with the understanding that the items below are addressed satisfactorily.

### Ordinance Considerations

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

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<ul style="list-style-type: none"> <li>▪ New commercial or residential developments</li> <li>▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less.</li> <li>▪ 1"=20' minimum with proper North. Variations from this scale can be approved by LA</li> <li>▪ Consistent with plans throughout set</li> </ul>	Yes	Yes	1. Landscape Plan scale is 1"=50'. 2. Drawings are easily read so scale is acceptable.
<b>Project Information</b> <i>(LDM 2.d.)</i>	<ul style="list-style-type: none"> <li>▪ Name and Address</li> </ul>	Yes	Yes	
<b>Owner/Developer Contact Information</b> <i>(LDM 2.a.)</i>	<ul style="list-style-type: none"> <li>▪ Name, address and telephone number of the owner and developer or association</li> </ul>	Yes	Yes	
<b>Landscape Architect contact information</b> <i>(LDM 2.b.)</i>	<ul style="list-style-type: none"> <li>▪ Name, Address and telephone number of RLA</li> </ul>	Yes	Yes	
<b>Sealed by LA.</b> <i>(LDM 2.g.)</i>	<ul style="list-style-type: none"> <li>▪ Requires original signature</li> </ul>	Yes	Yes	
<b>Miss Dig Note</b> <i>(800) 482-7171</i>	<ul style="list-style-type: none"> <li>▪ Show on all plan sheets</li> </ul>	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM.3.a.(8))				
<b>Zoning</b> (LDM 2.f.)	<ul style="list-style-type: none"> <li>Include all adjacent zoning</li> </ul>	Yes	Yes	OST on site, and on properties to North, South and West. Farmington Hills is across Haggerty to east.
<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>	Yes	Yes	<ol style="list-style-type: none"> <li>Description included on Sheet 2.</li> <li>Existing topography shown on Sheet 2 and Landscape Plan</li> </ol>
<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>	Yes	Yes	<ol style="list-style-type: none"> <li>Only 2 trees are on site, 1 is to be saved.</li> <li>Note stating that no woodlands are on site is shown on L-1.</li> <li><b>Please characterize vegetation shown at north boundary.</b></li> <li><b>Please clearly show trees to be removed on Grading Plans.</b></li> <li><b>Please show tree fencing for tree to be saved on Grading Plans.</b></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>	No	No	<ol style="list-style-type: none"> <li>Listing of soil types on property on Sheet 9.</li> <li><b>No soil boundaries provided.</b></li> </ol>
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	<ul style="list-style-type: none"> <li>Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W</li> </ul>	Yes	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>	Yes	Yes	
<b>Proposed grading. 2' contour minimum</b> (LDM 2.e.(1))	<ul style="list-style-type: none"> <li>Provide proposed contours at 2' interval</li> </ul>	Yes	Yes	Proposed spot elevations on Sheets 4 and 5.
<b>Snow deposit</b> (LDM.2.g.)	<ul style="list-style-type: none"> <li>Show snow deposit areas on plan</li> </ul>	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	<ul style="list-style-type: none"> <li>Clear sight distance within parking islands</li> <li>No evergreen trees</li> </ul>	Yes	Yes	



Item	Required	Proposed	Meets Code	Comments
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	<ul style="list-style-type: none"> <li>As proposed on planting islands</li> </ul>	Yes	Yes	Sod
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	<ul style="list-style-type: none"> <li>A minimum of 300 SF to qualify</li> <li>6" curbs</li> <li>Islands minimum width 10' BOC to BOC</li> </ul>	Yes	Yes	<b>Please widen island near center of south side of building to 10' wide if it have a tree.</b>
<b>Curbs and Parking stall reduction</b> (c)	<ul style="list-style-type: none"> <li>Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.</li> </ul>	Yes	Yes	
<b>Contiguous space limit</b> (i)	Maximum of 15 contiguous spaces	Yes	Yes	
<b>Plantings around Fire Hydrant</b> (d)	<ul style="list-style-type: none"> <li>No plantings with matured height greater than 12' within 10 ft. of fire hydrants</li> </ul>	Yes	Yes	
<b>Landscaped area</b> (g)	<ul style="list-style-type: none"> <li>Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped</li> </ul>	Yes	Yes	
<b>Clear Zones</b> (LDM 2.3.(5))	<ul style="list-style-type: none"> <li>25 ft corner clearance required. Refer to Zoning Section 5.5.9</li> </ul>	Yes	Yes	<b>Please show corner clearance triangles at entry point to Haggerty</b>
<b>Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of parking spaces not including access aisles x 10%	<ul style="list-style-type: none"> <li><math>A = x 10\% = sf</math></li> <li><math>44,235sf \times 10\% = 4,423</math></li> </ul>			
B = Total square footage of additional paved vehicular use areas (not including A) under 50,000 SF) x 5%	<ul style="list-style-type: none"> <li><math>B = x 5\% = sf</math></li> <li><math>50,000sf \times 5\% = 2,500</math></li> </ul>			
C = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> <li><math>C = x 1\% = sf</math></li> <li><math>35,791sf \times 1\% = 358</math></li> </ul>			
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of parking spaces not including	<ul style="list-style-type: none"> <li><math>A = 7\% \times xx sf = xx sf</math></li> </ul>	NA		

Item	Required	Proposed	Meets Code	Comments
access aisles x 7%				
B = Total square footage of additional Paved vehicular use areas (not including A) under 50,000 SF) x 2%	<ul style="list-style-type: none"> <li>B = 2% x xx sf = xx sf</li> </ul>	NA		
C= Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 0.5%	<ul style="list-style-type: none"> <li>C = 0.5% x 0 sf = 0 SF</li> </ul>	NA		
<b>All Categories</b>				
D = A+B or A+C Total square footage of landscaped islands	4423 + 2500 + 358 = 7281 SF	5645 SF	Yes	<ol style="list-style-type: none"> <li>Please fix calculation on Sheet L-1</li> <li>Please provide required parking island area and label all areas of parking lot islands to count toward requirement.</li> </ol>
E = D/75 Number of canopy trees required	<ul style="list-style-type: none"> <li>7281/75=97 Trees</li> </ul>	70	No	Please provide required number of trees.
<b>Perimeter Green space</b>	<ul style="list-style-type: none"> <li>1 Canopy tree per 35 lf ; xx/35=x trees</li> <li>570 lf/35 = 16 trees</li> </ul>	None proposed	No	<ol style="list-style-type: none"> <li>Please provide as many perimeter trees as possible while still ensuring tree health – possible areas are along entry drives.</li> <li>Canopy trees should be no closer than 30' o.c.</li> </ol>
<b>Parking land banked</b>	<ul style="list-style-type: none"> <li>NA</li> </ul>	No		
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				
<ul style="list-style-type: none"> <li>All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours</li> <li>Berm should be located on lot line except in conflict with utilities.</li> <li>Berms should be constructed with 6" of top soil.</li> </ul>				
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.A)	<ul style="list-style-type: none"> <li>Refer to Residential Adjacent to Non-residential berm requirements chart</li> </ul>	NA		

Item	Required	Proposed	Meets Code	Comments
<b>Planting requirements</b> (LDM 1.a.)	<ul style="list-style-type: none"> <li>LDM Novi Street Tree List</li> </ul>	NA		
<b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b>				
<b>Berm requirements</b> (Zoning Sec 5.5.3.A.(5))	<ul style="list-style-type: none"> <li>Refer to ROW landscape screening requirements chart for corresponding requirements.</li> </ul>	Yes – along Haggerty Road		
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	<ul style="list-style-type: none"> <li>Label contour lines</li> <li>Maximum 33%</li> <li>Min. 2 feet flat horizontal area</li> </ul>	Yes	Yes/No	1. Detail provided. 2. <b>Please add labels indicating berm is to be made of loam with 6" top layer of topsoil.</b> 3. <b>Berm is to be undulating, with minimum height of 3'. Please revise grading.</b>
Type of Ground Cover		Yes	Yes	Lawn
Setbacks from Utilities	<ul style="list-style-type: none"> <li>Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole</li> </ul>	Yes	Yes	
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	<ul style="list-style-type: none"> <li>Freestanding walls should have brick or stone exterior with masonry or concrete interior</li> </ul>	NA		
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width</b> (2)(3) (5)	<ul style="list-style-type: none"> <li>Parking: 20 ft.</li> </ul>	115' including detention basin	Yes	
Min. berm crest width	<ul style="list-style-type: none"> <li>Parking: 2 ft.</li> </ul>	2'	Yes	
Minimum berm height (9)	<ul style="list-style-type: none"> <li>Parking: 3 ft.</li> </ul>	3'	Yes/No	<b>Berms are to be undulating in height and width, with minimum height of 3'. Please revise berm accordingly.</b>
3' wall	<ul style="list-style-type: none"> <li>(4)(7)</li> </ul>	NA		

Item	Required	Proposed	Meets Code	Comments
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 35 l.f.; <math>xx/35 = x</math> trees</li> <li>▪ <math>330/35 = 9</math> trees</li> </ul>	9 large evergreens	Yes	<b>Greenbelt is in front of parking. Please use parking calculations.</b>
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 20 l.f;</li> <li>▪ <math>330/20 = 17</math> trees</li> </ul>	13	No	<b>Greenbelt is in front of parking. Please use parking calculations.</b>
<b>Canopy deciduous trees in area between sidewalk and curb</b> (Novi Street Tree List)	<ul style="list-style-type: none"> <li>▪ Parking: 1 tree per 35 l.f.</li> <li>▪ <math>330/35 = 9</math> trees</li> </ul>	14 subcanopy trees due to overhead wires	Yes/No	<b>While 18 subcanopy trees would normally be required, a waiver for 5 subcanopy trees would be supported due to clear vision zone and utilities north of entry that limit available planting area.</b>
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Interior Street to Industrial subdivision</b> (LDM 1.d.(2))	<ul style="list-style-type: none"> <li>▪ 1 canopy deciduous or 1 large evergreen per 35 l.f. along ROW</li> <li>▪ No evergreen trees closer than 20 ft.</li> <li>▪ 3 sub canopy trees per 40 l.f. of total linear frontage</li> <li>▪ Plant massing for 25% of ROW</li> </ul>	NA		The remaining parcel for this project has no frontage on Cabot which would count as an industrial subdivision road.
<b>Screening of outdoor storage, loading/unloading</b> (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		NA		The property is bounded by 2 other OST properties so additional loading zone screening is not required.
<b>Transformers/Utility boxes</b> (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> <li>▪ A minimum of 2ft. separation between box and the plants</li> <li>▪ Ground cover below 4" is allowed up to pad.</li> <li>▪ No plant materials within 8 ft. from the doors</li> </ul>	Yes	Yes	Detail and required screening vegetation for utility boxes are provided.
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
<b>Interior site landscaping SF</b>	<ul style="list-style-type: none"> <li>▪ Equals to entire perimeter of the building x 8 with a minimum width of 4 ft.</li> <li>▪ <b>1074 lf x 8ft = 8592 SF</b></li> </ul>	6609 sf	No	<ol style="list-style-type: none"> <li><b>1. Calculation can deduct access areas (about 135 lf) but total required landscape area needs to be provided.</b></li> <li><b>2. Please indicate sf of</b></li> </ol>



Item	Required	Proposed	Meets Code	Comments
				<b>areas provided on plan.</b>
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	<ul style="list-style-type: none"> <li>If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space</li> </ul>	120lf/180lf = 67%	Yes	
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> <i>(Sec. 5.5.3.E.iv)</i>	<ul style="list-style-type: none"> <li>Clusters shall cover 70-75% of the basin rim area</li> <li>10" to 14" tall grass along sides of basin</li> <li>Refer to wetland for basin mix</li> </ul>	Yes	Yes	<b>Please add existing maple trees along western pond to plan.</b>
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> <i>(LDM 2.i. &amp; Zoning Sec 5.5.5.B)</i>	<ul style="list-style-type: none"> <li>Provide intended date</li> </ul>	Fall 2016 or Spring 2017	Yes	
<b>Maintenance &amp; Statement of intent</b> <i>(LDM 2.m &amp; Zoning Sec 5.5.6)</i>	<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>Please add cultivation note.</b>
<b>Plant source</b> <i>(LDM 2.n &amp; LDM 3.a.(2))</i>	<ul style="list-style-type: none"> <li>Shall be northern nursery grown, No.1 grade.</li> </ul>	Yes	Yes	
<b>Irrigation plan</b> <i>(LDM 2.s.)</i>	<ul style="list-style-type: none"> <li>A fully automatic irrigation system and a method of draining is required with Final Site Plan</li> </ul>	No		<u>Need for final site plan</u>
<b>Other information</b> <i>(LDM 2.u)</i>	<ul style="list-style-type: none"> <li>Required by Planning Commission</li> </ul>	NA		
<b>Establishment period</b> <i>(Zoning Sec 5.5.6.B)</i>	<b>2 yr. Guarantee</b>	Yes	Yes	
<b>Approval of substitutions.</b> <i>(Zoning Sec 5.5.5.E)</i>	<ul style="list-style-type: none"> <li>City must approve any substitutions in writing prior to installation.</li> </ul>	Yes	Yes	<b>Please add "in writing" to City of Novi Note #9.</b>
<b>Plant List (LDM 2.h.) – Include all cost estimates</b>				
Quantities and sizes	<ul style="list-style-type: none"> <li>Refer to LDM suggested plant list</li> </ul>	Yes	Yes	
Root type		Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	Sod
Cost estimate (LDM 2.f)	<ul style="list-style-type: none"> <li>For all new plantings, mulch and sod as listed on the plan</li> </ul>	Yes	Yes	<u>Please add figures for seed, sod and mulch on Final Site Plans.</u>
<b>Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	<ul style="list-style-type: none"> <li>Refer to LDM for detail drawings</li> </ul>	Yes	Yes	
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions (LDM 3.a)</b>	<ul style="list-style-type: none"> <li>Plant materials shall not be planted within 4 ft. of property line</li> </ul>	Yes	Yes	<b>Please add note near property lines stating this.</b>
<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. Refer to Landscape tree Credit Chart in LDM</li> </ul>	No		Not required.
<b>Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)</b>	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	Yes	Yes	
<b>Plant size credit (LDM3.c.(2))</b>	NA	No		
<b>Prohibited Plants (LDM 3.d)</b>	No plants on City Invasive Species List	No	Yes	
<b>Recommended trees for planting under overhead utilities (LDM 3.e)</b>	<ul style="list-style-type: none"> <li>Label the distance from the overhead utilities</li> </ul>	No	Yes	Hawthorns proposed under overhead utility lines.
<b>Collected or Transplanted trees</b>		No		

Item	Required	Proposed	Meets Code	Comments
<i>(LDM 3.f)</i>				
<b>Nonliving Durable Material: Mulch</b> <i>(LDM 4)</i>	<ul style="list-style-type: none"> <li>▪ Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" depth</li> <li>▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.</li> <li>▪ Refer to section for additional information</li> </ul>	Yes	Yes	

**NOTES:**

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

**WETLANDS REVIEW**

December 30, 2015

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

Re: Autoneum (JSP14-0080)  
Wetland Review of the Preliminary Site Plan (PSP15-0175)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan (Plan) for the proposed Autoneum project prepared by Alpine Engineering, Inc. dated December 7, 2015. The proposed project is located at 29293 Haggerty Road. The site is west of Haggerty Road and south of W. Thirteen Mile Road in Section 12. The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance. ECT previously visited the site in order to verify wetland boundaries on October 22, 2014 with the applicant's wetland consultant King and MacGregor Environmental, Inc. (KME). Two (2) wetlands and several (3) stormwater detention basins are located on this site.

The current site plan includes the construction of a proposed 81,578 square foot Office Service Technology (OST) office building, associated parking and utilities and two (2) stormwater detention basins (east and west). The ultimate outflow from the eastern detention basin appears to be a City storm sewer located on the northeast side of the project (adjacent to Haggerty Road). The ultimate outflow from the western detention basin appears to be a City storm sewer located on the southwest side of the project (adjacent to Cabot Road).

**ECT recommends approval of the Final Site Plan for Wetlands.**

What follows is a summary of our findings regarding on-site wetlands and proposed wetland impacts associated with the current Plan.

**City of Novi Ordinance Requirements**

The City of Novi Wetland and Watercourse Protection Ordinance (City of Novi Code of Ordinances, Part II, Chapter 12, Article V.; Division 2.) describes the regulatory criteria for wetlands and review standards for wetland permit applications.

The wetland essentiality criteria as described in the Wetland and Watercourse Protection Ordinance are included below. Wetlands deemed essential by the City of Novi require the approval of a use permit for any proposed impacts to the wetland.

*All noncontiguous wetland areas of less than two (2) acres which appear on the wetlands inventory map, or which are otherwise identified during a field inspection by the city, shall be analyzed for the purpose of determining whether such areas are essential to the preservation of the natural resources of the city...In making the determination, the city shall find that one (1) or more of the following exist at the particular site:*

- (1) The site supports state or federal endangered or threatened plants, fish or wildlife appearing on a list specified in Section 36505 of the Natural Resources Environmental Protection Act*

*(Act 451 of 1994) [previously section 6 of the endangered species act of 1974, Act No. 203 of the Public Acts of 1974, being section 229.226 of the Michigan Compiled Laws].*

- (2) The site represents what is identified as a locally rare or unique ecosystem.*
- (3) The site supports plants or animals of an identified local importance.*
- (4) The site provides groundwater recharge documented by a public agency.*
- (5) The site provides flood and storm control by the hydrologic absorption and storage capacity of the wetland.*
- (6) The site provides wildlife habitat by providing breeding, nesting or feeding grounds or cover for forms of wildlife, waterfowl, including migratory waterfowl, and rare, threatened or endangered wildlife species.*
- (7) The site provides protection of subsurface water resources and provision of valuable watersheds and recharging groundwater supplies.*
- (8) The site provides pollution treatment by serving as a biological and chemical oxidation basin.*
- (9) The site provides erosion control by serving as a sedimentation area and filtering basin, absorbing silt and organic matter.*
- (10) The site provides sources of nutrients in water food cycles and nursery grounds and sanctuaries for fish.*

*After determining that a wetland less than two (2) acres in size is essential to the preservation of the natural resources of the city, the wetland use permit application shall be reviewed according to the standards in subsection 12-174(a).*

### **Wetland Evaluation**

ECT's in-office review of available materials included the City of Novi Regulated Wetland and Watercourse map, USGS topographic quadrangle map, NRCS soils map, USFWS National Wetland Inventory map, and historical aerial photographs.

The focus of the site inspection was to review site conditions in order to determine whether the on-site wetlands meet the City of Novi's Wetland Essentiality Criteria. Wetland boundary flagging was not in place at the time of this site inspection. ECT reviewed the site for the presence of wetlands, and found two wetland areas as shown in Figure 1.

Wetland 1 and Wetland 2 are similar in vegetative composition and are both emergent/scrub-shrub wetland types. Common plant species include cottonwood (*Populus deltoides*), black willow (*Salix nigra*), common reed (*Phragmites australis*), grassed-leaved goldenrod (*Euthamia graminifolia*), Dudley's rush (*Juncus dudleyi*), redtop (*Agrostis gigantea*) and other early successional species.

### **Permits & Regulatory Status**

Wetland Areas 1 and 2 are not depicted as wetland on the available mapping materials or on the official City of Novi Regulated Wetland and Watercourse map. These wetlands are not contiguous with any inland lakes, streams or ponds and appear to occupy approximately 0.25 acres in combination. The wetlands therefore do not appear to be regulated by the Michigan Department of Environmental Quality (MDEQ).

ECT has evaluated Wetlands 1 and 2 and believe that they do not significantly provide any of the functions included in essentiality criteria outlined in the City's Wetland and Watercourse Ordinance. It is therefore our opinion that



Autoneum (JSP14-0080)  
Wetland Review of the Preliminary Site Plan (PSP15-0175)  
December 30, 2015  
Page 3 of 4

Wetlands 1 and 2 should not be considered regulated by the City's Wetland and Watercourse Protection Ordinance as they are not contiguous, are less than two acres in size, and are not found to be essential wetlands as defined in the City's wetland ordinance. The proposed Plan does include the filling of these two features. However, as non-essential wetland features, no City of Novi Wetland and Watercourse Permit would be required.

**Conclusion**

Wetlands 1 and 2 do not appear to meet the City of Novi Wetland and Watercourse Protection Ordinance criteria to be considered essential wetlands. These areas should therefore be considered non-regulated with respect to the City's wetland ordinance.

Three small open water detention basins are also located on the subject property. Any proposed modifications to these basins must be approved by the City of Novi Engineering Department and the City's Community Development Department through the Site Plan Approval process.

**Recommendation**

ECT recommends approval of the Final Site Plan for Wetlands. Due to the nature of the on-site wetland features (i.e., non-essential wetlands), no further wetland review of this project shall be required.

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

Respectfully submitted,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Pete Hill, P.E.  
Senior Associate Engineer

cc: Chris Gruba (City of Novi Planner (e-mail))  
Sri Komaragiri, City of Novi Planner (e-mail)  
Richelle Leskun, City of Novi Planning Assistant (e-mail)  
Rick Meader, City of Novi Landscape Architect (e-mail)

Attachments: Figure 1



Figure 1. Aerial photo of the 29293 Haggerty Road Property. Existing non-essential wetland areas (Wetlands 1 and 2) and detention basins are indicated in red.

**TRAFFIC REVIEW**

January 5, 2015

Barbara McBeth, AICP  
Deputy Director of Community Development  
City of Novi  
45175 W. 10 Mile Road  
Novi, MI 48375

**SUBJECT: Autoneum  
Traffic Review for Preliminary Site Plan  
JSP14-0080**

Dear Ms. McBeth,

The preliminary site plan was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City and contingent on the results of the recommended traffic impact study, stated in 2.a.ii below.

**1. General Comments**

- a. The applicant, Dembs Development, is proposing the development of office/warehouse facility with a gross floor area of 81,578 sq. ft. between Haggerty Road and Cabot Drive.
- b. Cabot Drive is within the City of Novi's jurisdiction and Haggerty Road is within the Road Commission for Oakland County's jurisdiction.
- c. The proposed site borders developments on both the north and south sides.

**2. Potential Traffic Impacts**

- a. The proposed development includes 47,170 sq. ft. of office space and 39,536 sq. ft. of shop space.
  - i. AECOM performed an initial trip generation estimate using "General Office Building (710)" and "General Light Industrial (110)" from the ITE Trip Generation Manual, 8th Edition, for the office space and the industrial space, respectively. Initial results are summarized in Table 1.

Table 1. Preliminary Trip Generation Calculations

General Office Building (710)	Trips		
Gross Floor Area (GFA) (sq. ft.)	Daily (One-Directional)	AM Peak Hour, Peak Direction	PM Peak Hour, Peak Direction
47,170	742	93	109
Light Industrial (110)	Trips		
Gross Floor Area (GFA) (sq. ft.)	Daily (One-Directional)	AM Peak Hour, Peak Direction	PM Peak Hour, Peak Direction
39,536	194	32	34
	Total Trips		
	Daily (One-Directional)	AM Peak Hour, Peak Direction	PM Peak Hour, Peak Direction
	936	125	143

- ii. **AECOM recommends performing a full-scale traffic impact study (TIS)** based on the total daily trips and peak hour trips exceeding the City's thresholds of 750 daily one directional trips and 100 peak hour, peak direction trips.

**3. General Plan Comments** – Review of the plan generally shows compliance with City standards; however, the following items at minimum may require further detail in the Final Plan submittal.

- a. Provide a dimension for the width of the driveway that intersects with Geneva Drive.
- b. The Haggerty Road acceleration/deceleration lanes meet the City's design standards.
- c. AECOM recommends that the applicant consider constructing connection drives to three adjacent parcels to promote emergency and/or full-utilization access for potential future developments, as follows:
  - i. A connection drive near the northeast quadrant of the proposed Autoneum site to connect to the undeveloped parcel in the southwest quadrant of Haggerty Road and 13 Mile Road.
  - ii. A connection drive to the 2.03 acre undeveloped parcel to the west of the proposed Autoneum building.
  - iii. A connection drive to the existing residential property to the south of the proposed Autoneum site.

The construction of such connection drives may improve access to potential future developments and promote an increase in safety of the site(s).

**4. Signing and Pavement Marking** - Review of the plan generally shows compliance with City standards; however, the following items at a minimum may require further detail in the Final Plan submittal.

- a. Add a R1-1 stop sign at the west driveway that intersects with Geneva Drive.

- 5. Bicycle and Pedestrian** – The applicant has provided bicycle parking on the east side of the building. The 14 bicycle parking spaces provided meet the requirements in the City's Zoning Ordinance.

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

Sincerely,

**AECOM**



Sterling J. Frazier, E.I.T.  
Reviewer, Traffic/ITS Engineer



Matthew G. Klawon, PE  
Manager, Traffic Engineering and ITS Engineering Services



**FAÇADE REIWEW**



January 4, 2016

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

*Façade Review Status Summary:*

**Approved, contingent upon providing the sample board and revision to the dumpster enclosure.**

Re: **FACADE ORDINANCE – Preliminary Site Plan Approval  
 Autoneum, PSP15-0175**  
 Façade Region: 1, Zoning District: OSC

Dear Ms. McBeth;

The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by Faudie Architects, dated 12/07/15. The percentages of materials proposed for each façade are as shown below. Materials that are in violation of the Ordinance, if any, are shown on bold.

<b>Façade Region 1</b>	East (font)	West	North	South	Façade Ordinance Section 2520 Maximum (Minimum)
Brick	40%	70%	46%	48%	100% (30% MIN.)
Metal Panel, Flat	50%	18%	40%	36%	50%
Split Faced C.M.U.	3%	10%	7%	10%	10%
Spandrel Glass	5%	0%	3%	2%	50%
RTU Screens, flat metal	2%	2%	4%	4%	50%

As shown above the design is in full compliance with the Façade Ordinance. No sample board was provided at the time of this review. It should be noted that vertical rib metal panels are not an approved façade material for the roof screens. It is recommended that a material matching the flat metal panels used elsewhere on the building be used for the roof screens. The dumpster enclosure indicates 100% Split Faced C.M.U; the Façade Ordinance requires a minimum of 30% Brick and a maximum of 10% Split Faced C.M.U. on the dumpster enclosure. It is recommended that the dumpster be revised to match the main building with respect to masonry materials (90% brick, 10% Split Faced C.M.U.).

**Recommendation** – This application is in full compliance with the Façade Ordinance, contingent upon a sample board being provided at least 5 days prior to the Planning Commission meeting, and the dumpster enclosure being revised as described above. A Section 9 Waiver is not required for this project.

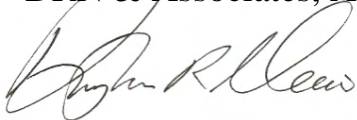
**Notes to the Applicant:**

1. 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. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”.

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

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

Sincerely,  
DRN & Associates, Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci". The signature is fluid and cursive, written over the printed name below.

Douglas R. Necci, AIA

**RESPONSE LETTER**



**DEMBS**

Development Inc

27750 Stansbury, Suite 200  
Farmington Hills, Michigan 48334  
(248) 380-7100 • Fax (248) 560-3030

January 6, 2015

Mr. Christopher Gruba  
**City of Novi**  
45175 Ten Mile Road  
Novi, MI 48375

Re: Autoneum North America, Inc., 29293 Haggerty Rd.  
JSP 14-80

Dear Chris,

Based upon your Plan Review Center Report dated January 5, 2016 on the project referenced above we offer the following responses.

**Planning Review Letter - Ordinance Requirements**

**1. Narrative:**

The intended use of the Autoneum Technical Center in Novi will be to provide commercial and technical support for Autoneum content of awarded customer programs. Support the pursuit of new business from our Automotive OEM customers. Development of new products and process to expand and refine the portfolio of offerings to our customers. Investigation and resolution of manufacturing issues identified in Autoneum manufacturing plants to improve product and process quality and efficiency. Validate new materials and technologies to maintain industry leadership in acoustic and thermal management. Materials created in this facility are not intended to support the production activities of our OEM customers but may be used to support prototype build events. This would be to validate that proposed products meet the customer requirements. Prototype parts would be produced on a limited scale in this facility.

**Planning Review Chart – Parking, Loading and Dumpster Requirements**

**1. Number of Employees in the largest shift:**

The population of the building will be around 200 to 250 associates, most of whom would be working within the office portion of this Technical Center. The workforce will be primarily in place during business hours of 7:00 AM through 6:00 PM with occasional additional shift time of 12 - 15 workers as required.

**All other required responses**

1. Under separate letter dated 1/6/16 via Alpine Engineering, attached herein.

All material sample board for the project will be hand delivered to your attention at the City by no later than Friday morning of this week.

We appreciate the expeditious response that you and other City of Novi staff members, as well as that of the outside consultants have provided to us at Dembs Development on this important project. We look forward to another successful project within the City of Novi.

Sincerely,

**Dembs Development, Inc.**



Glenn E. Jones

Pre-Construction and Development

CC: Charles Boulard/ City of Novi  
Sri Komaragiri/ City of Novi

Encl.





46892 West Road, Suite 109  
Novi, Michigan 48377  
Phone: (248) 926-3701  
Fax: (248) 926-3765  
Web: www.alpine-inc.net

January 6, 2016

Christopher Gruba  
City of Novi Community Development Department  
45175 West 10 Mile Road  
Novi, Michigan 48375

Re: **Autoneum  
Preliminary Site Plan Response Letter  
City of Novi Review# JSP14-80**

Dear Mr. Gruba:

This letter is in response to the Plan Review Center Report received on January 5, 2016 for the above referred project. Items listed will be addressed and incorporated as part of the final site plan submittal.

#### **Planning Review dated January 5, 2016**

##### Ordinance Requirements

1. A narrative of the specific operations within the building will be provided.
2. The loading area will be screened, as required.
3. The uses within the building will be separated into the two distinct areas for office use and industrial/warehouse use.
4. Bicycle parking area will be divided up into 2 separate locations by adding a bike parking area to the west side of the building.
5. Sidewalk will be added along Cabot Drive to connect to existing sidewalk network.
6. Sidewalk will be added between the building and Cabot Drive to provide connectivity.
7. The proposed property combination/split will be submitted to the Assessing Department for approval.
8. a. Light poles will be illustrated on the landscape plan so as to not conflict with tree planting.  
b. Light pole operation hours will be clarified.

##### Additional Planning Chart Items

The number of employees in largest shift will be provided.

#### **Engineering Review dated January 4, 2016**

##### General

1. Easements and clarification will be provided for the proposed Autoneum improvements shown on the future development parcel.
2. A right-of-way permit will be obtained from City of Novi and Oakland County prior to construction by the applicant.
3. A pedestrian pathway will be added along the Cabot Drive frontage.
4. Construction materials table for proposed utilities will be provided.
5. Detailed utility crossing information will be provided.
6. All utilities will be shown on the landscape plan with minimum 5-foot horizontal separation provided.
7. Light pole locations with typical foundation depth will be shown.

8. Soil borings will be provided under separate cover by the applicant during the application process.
9. City standard detail sheets will be provided with the Stamping Set submittal.

Water Main

10. A note will be added to provide a tapping sleeve, valve and well at the connection to the existing water main.
11. A profile for all proposed water mains 8-inch and larger will be provided.
12. MDEQ permit applications and plans will be submitted to City of Novi for review and permitting.

Sanitary Sewer

13. A sanitary basis of design will be provided.
14. Testing bulkheads and temporary sump will be added.
15. It is anticipated that the future development lot would connect to the proposed sanitary sewer.
16. MDEQ Permit applications and plans will be submitted to City of Novi for review and permitting.

Storm Sewer

17. Profiles for all storm sewer 12-inches and larger will be provided.
18. Minimum cover of 3-feet shall be maintained over all storm sewers. In situations where the minimum cover cannot be achieved, Class V pipe will be specified with an absolute minimum cover of 2-feet. An explanation will be provided where the minimum cover depth cannot be achieved.
19. 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or more occurs will be provided.
20. 0.80 diameter depth above invert for pipe size increases will be shown.
21. Storm manholes with differences in invert elevations exceeding two feet shall be noted to contain a 2-foot deep plunge pool.
22. A four-foot sump and an oil/gas separator will be provided prior to discharge to the storm water basin.
23. Inlet structures will be labeled.
24. The 10-year HGL will be shown on the storm sewer profiles with HGL at least 1-foot below the structure rims.
25. All pipes intersecting storm structures will be shown on the storm profiles.
26. An easement exists for the storm sewer accepting and conveying off-site drainage.
27. A casting schedule for storm structures will be provided.
28. Roof conductors and their connection into the storm sewer will be shown.

Storm Water Management Plan

29. Comment noted.
30. An adequate maintenance access route to the basin outlet structures will be provided.
31. A 5-foot wide stone access bridge to the standpipe with details will be added.
32. An access easement for maintenance will be provided
33. Release rate calculations for the design storm events will be provided.
34. A detail of the standpipes will be included.
35. Restricting orifi will be 1-inch minimum in size.
36. The primary outlet standpipe will be designed with a secondary outer pipe with numerous holes.
37. Soil borings will be provided.
38. Four-foot wide safety shelf will be shown one-foot below the permanent water surface elevation.
39. Off-site flow from Eberspaecher to the south will be addressed

Paving & Grading

40. Cross-section for the walk within the right-of-way will be added.
41. The right-of-way sidewalk will continue through the drive approach. Details and sufficient grading will be shown.
42. City standard straight-faced curb (MDOT C-4) will be added.

43. Top of curb/walk and pavement/gutter grades will be shown.

Off-Site Easements

44. Off-site easements are not anticipated.

Items required at time of Final Site Plan submittal

45. Itemized construction cost estimate will be submitted.

Items required at time of Stamping Set submittal

46.-49. Required agreements and easements will be provided.

Items required prior to construction

50.-61. Required items will be provided prior to construction.

**Landscape Review dated January 5, 2016**

Ordinance Considerations

Existing Soils

Soil boundaries will be added.

Existing Trees

2. Tree fencing at Critical Root Zone (1' beyond dripline) for the existing tree to remain on the Grading plan will be shown. Existing vegetation at the north boundary line will be characterized with a note.

Adjacent to Public Rights-of-Way

1. The parking frontage calculations will be used. Calculations and proposed trees will be revised accordingly.
2. The proposed berm will be revised to show vertical and horizontal undulations with a minimum height of 3'.

Corner Clearance

1. Clear vision triangle will be shown on both sides of the Haggerty Road entry.
2. Hawthorn within the clear vision zone on the south side of the driveway will be removed.

Street Tree Requirements

1. 13 hawthorns will be shown.
2. A waiver for the 5 subcanopy trees not planted is requested based on the need for a clear vision zone at Haggerty and the utility boxes north of the entry.

Parking Lot Landscaping

1. Additional parking lot trees and parking lot island area will be added, as required.
2. Additional parking lot trees and parking lot island area will be added, as required.
3. Labels for all parking lot island areas (in SF) will be shown.

Parking Lot Perimeter Canopy Trees

1. Parking lot perimeter canopy trees will be added, as required.
2. Perimeter parking lot trees will be shown around the parking lot and along entry drives where possible while still ensuring tree health.

Building Foundation Landscape

1. Additional foundation landscape area will be provided.
2. Landscape area on the site that provides the required landscape area for foundation plantings will be clarified.

Plant List

Costs of sod or seed and mulch will be added.

Planting Notations and Details

2. Additions listed in the Landscape Chart will be incorporated.

Storm Basin Landscape

2. Existing trees to remain on the two ponds will be added, as necessary.

Irrigation

Irrigation plan for landscaped areas will be provided.

**ECT Wetland Review dated December 30, 2015**

No response required.

**AECOM Traffic Review dated January 5, 2016**

- 2a.ii. The site plan has been submitted to the Road Commission for Oakland County for review and feedback regarding the proposed development.
- 3a. The driveway that intersects with Geneva Drive will be dimensioned.
- 3c.i. Based upon a review of plans for the property west of the undeveloped property in the southwest quadrant of Haggerty Road and 13 Mile Road a connection is provided.
- 3c.ii. An ingress/egress easement is provided to allow for a future driveway connection to the future 2.03 acre development parcel.
- 3c.iii. The existing property to the south may have an easement in place with the existing driveway entrance south and adjacent to the property. This item will be explored further as part of the final site plan.
- 4.a. An R-1 stop sign will be added at the west driveway that intersects with Geneva Drive.

**DRN & Associates, Architects review dated January 4, 2016**

Roof top equipment screens: Notation will be revised to indicate flush metal panels.  
Dumpster Enclosure: Detail will be revised to show mostly brick and only 2 courses of block.  
Sample board will be provided by the applicant.

If you have any questions please feel free to call our office at (248) 926-3701.

Regards,  
Alpine Engineering Inc.



Thomas Gizoni, PE

cc: Dembs Development, Inc.