



LITTLE SEEDS CHILD CARE JSP25-23

JSP25-23 Little Seeds

Public Hearing at the request of Little Seeds for consideration of a Special Land Use Permit and Preliminary Site Plan approval. The subject property, 49700 Ten Mile Road, is an existing daycare center on a 2.25-acre parcel within the RA, Residential Acreage Zoning District. The applicant is proposing to expand enrollment at the daycare center from 60 students to 75 students and expand the parking lot by six parking spaces.

Required Action

Approve/Deny the Special Land Use Permit and Preliminary Site Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval with Conditions	8-29-2025	• Waiver of Noise Impact Statement • Items to be addressed on a revised Final Site Plan
Engineering	Approval Recommended	8-22-2025	Items to be addressed by the applicant at Electronic Stamping Set submittal
Landscape	Approval with Conditions	8-11-2025	• Landscape deviations for the following: ◦ Lack of screening berm at east and north frontages – supported by staff as an existing condition ◦ No greenbelt berm provided along the 10 Mile frontage in front of the parking bay – a row of shrubs will be provided along the proposed parking spaces for screening as requested ◦ Deficient greenbelt landscaping at the 10 Mile Road frontage – supported by staff as an existing condition • Items to be addressed on a revised Final Site Plan
Wetland		9-2-2025	Wetland verified the absence of wetlands and the accuracy of the tree survey
Traffic	Approval with Conditions	8-26-2025	
Fire	Approval Recommended	8-12-2025	

MOTION SHEET

Approval – Special Land Use Permit

In the matter of Little Seeds, JSP25-23, motion to **approve** the Special Land Use Permit based on and subject to the following:

a. Relative to other feasible uses of the site:

1. The proposed use will not cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off street parking, off-street loading/unloading, travel times, and thoroughfare level of service *(as it is an existing daycare center with a student drop off and pick up plan in place)*;
2. The proposed use will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area *(no impacts to utilities are anticipated)*;
3. The proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses, and wildlife habitats *(minimal impacts to existing natural features are proposed)*;
4. The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood *(the parcel borders other RA – Residential Acreage properties on all sides, and meets all of the conditions set forth under the City's Daycare text amendment that was adopted by City Council May 19, 2025)*;
5. The proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan or Land Use *(as it fulfills one of the Master plan objectives to attract/retain businesses to the City of Novi)*;
6. The proposed use will promote the use of land in a socially and economically desirable manner *(as it fulfills one of the Master plan objectives to attract/retain businesses to the City of Novi)*; and,
7. The proposed use is listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

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

c. *(additional conditions here if any)*.

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

– AND –

Approval – Preliminary Site Plan

In the matter of Little Seeds, JSP25-23, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. Waiver of Noise Impact Statement based on the limited scope of work, which is hereby granted;
- b. Landscape waiver for lack of screening berm along east and north frontages, and is supported by staff as an existing condition, which is hereby granted;
- c. Landscape waiver for no greenbelt berm provided along the 10 Mile frontage in front of the parking bay, and is supported by staff as alternative landscaping is proposed in that area, which is hereby granted;
- d. Landscape waiver for deficient greenbelt landscaping the 10 Mile Road frontage, and is supported by staff as an existing condition, which is hereby granted;
- e. The findings of compliance with Ordinance standards in the staff and consultant review letters and the remaining items listed in those letters being addressed on the revised Final Site Plan submittal; and,
- f. *(additional conditions here if any)*

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

– OR –

Denial – Special Land Use Permit

In the matter of Little Seeds, JSP25-23, motion to **deny** the Special Land Use Permit *(because the use is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

– AND –

Denial – Preliminary Site Plan

In the matter of Little Seeds, JSP25-23, motion to **deny** the Preliminary Site Plan *(because the use is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

MAPS

Location

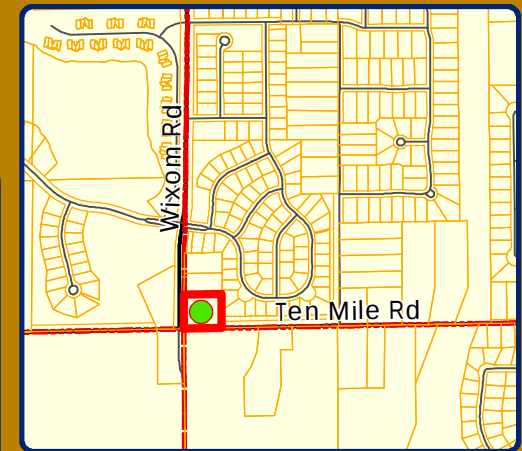
Zoning

Future Land Use

Natural Features

JSP25-23 Little Seeds

LOCATION



Legend

 Subject Area



City of Novi

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

Map Author: Dan Commer

Date: 9/30/25

Project: JSP25-23 Little Seeds

Version #: 1

0 35 70 140 210 Feet

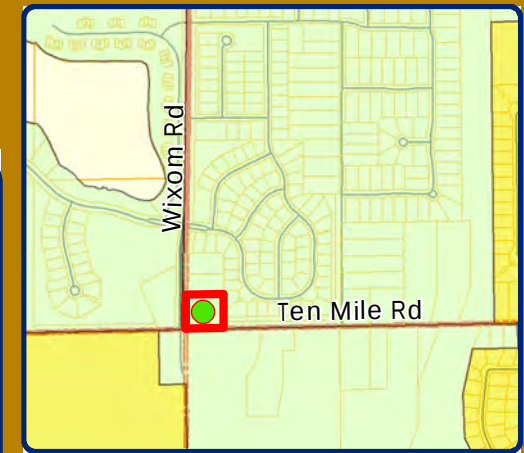
1 inch = 164 feet



MAP INTERPRETATION NOTICE

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

JSP25-23 Little Seeds ZONING



Legend

-  R-A: Residential Acreage
-  R-1: One-Family Residential District
-  Subject Area



City of Novi

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

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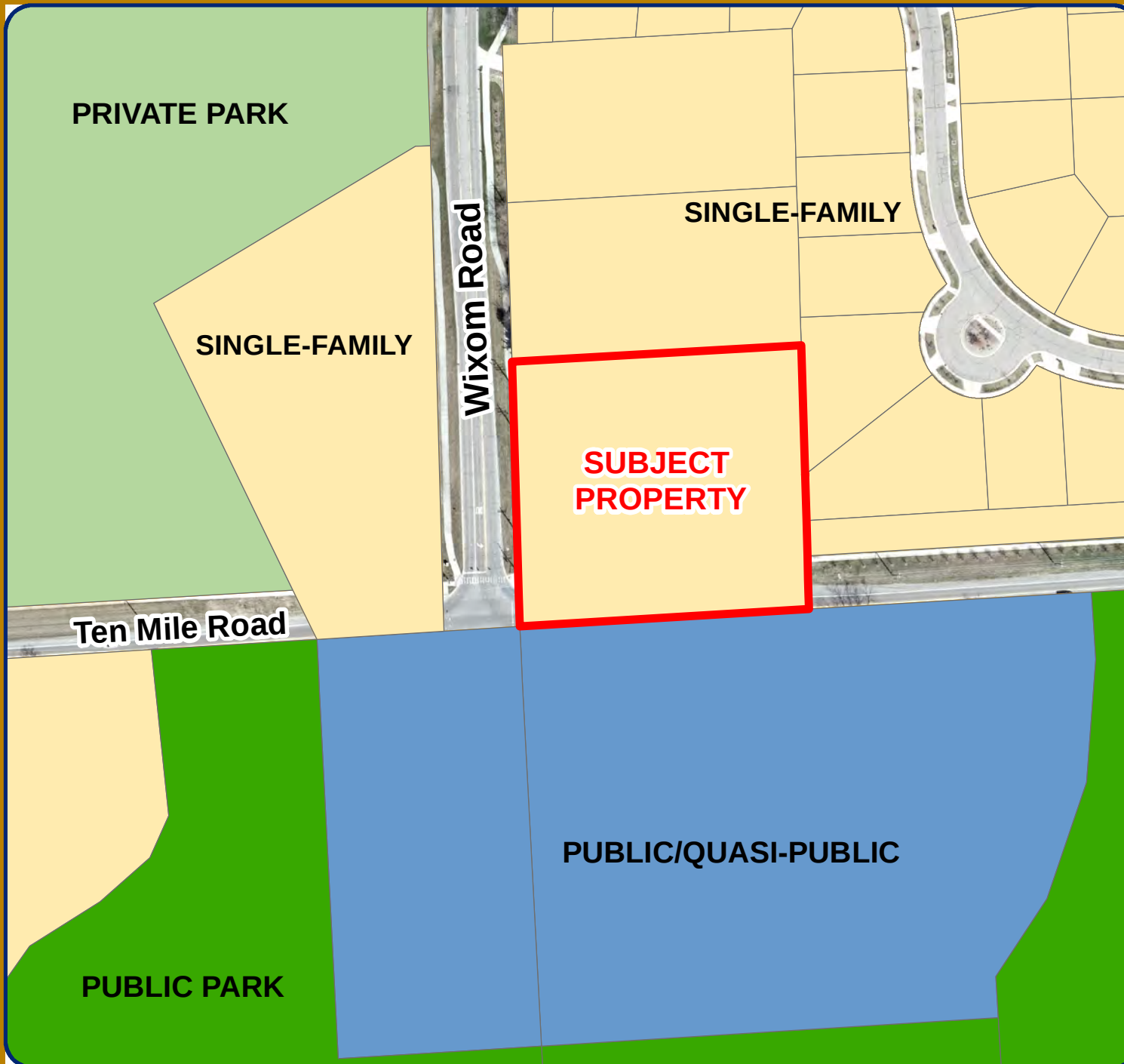


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JSP25-23 Little Seeds

FUTURE LAND USE



Legend

-  Single Family
-  Public Park
-  Private Park
-  Public/Quasi-Public
-  Subject Area



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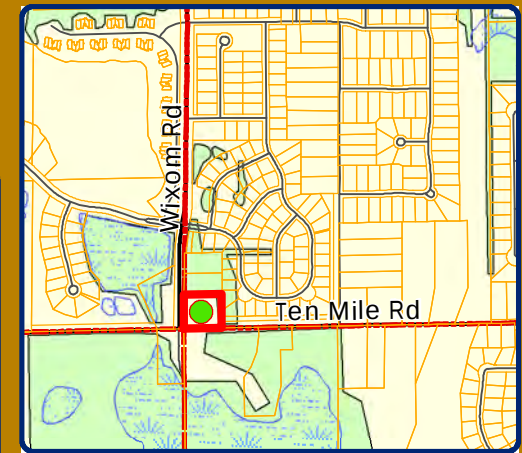
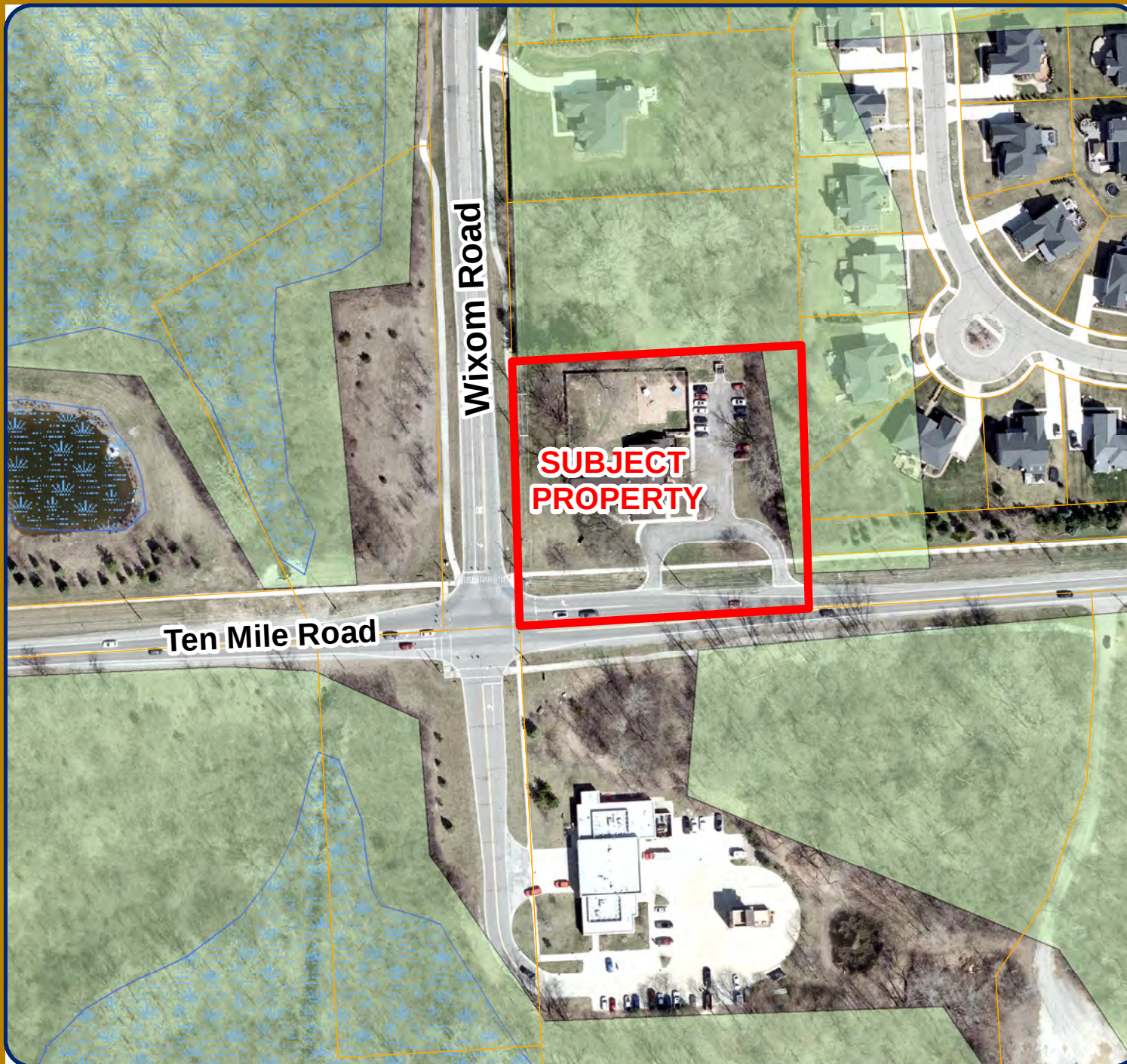


MAP INTERPRETATION NOTICE

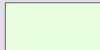
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JSP25-23 Little Seeds

NATURAL FEATURES



Legend

-  Wetlands
-  Woodlands
-  Subject Area



City of Novi

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

Map Author: Dan Commer

Date: 9/30/25

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SITE PLAN

LEGAL DESCRIPTION

EXHIBIT "A"

PARCEL IS A PART OF THE SOUTHWEST 1/4 OF SECTION 20, TOWN 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 20, FOR A POINT OF BEGINNING, THENCE NORTH 01 DEGREES 40 MINUTES 45 SECONDS WEST, 300.00 FEET, ALONG THE WEST LINE OF SAID SECTION 20 AND THE EASTERLY RIGHT-OF-WAY LINE OF WIXOM ROAD; THENCE NORTH 86 DEGREES 35 MINUTES 56 SECONDS EAST, 588.00 FEET, THENCE SOUTH 01 DEGREES 40 MINUTES 45 SECONDS EAST, 300.00 FEET, TO A POINT ON THE SOUTH LINE OF SAID SECTION 20 AND THE CENTERLINE OF TEN MILE ROAD; THENCE SOUTH 86 DEGREES 35 MINUTES 56 SECONDS WEST, 338.00 FEET, ALONG THE SOUTH LINE OF SAID SECTION 20 AND THE CENTERLINE OF SAID TEN MILE ROAD, TO THE POINT OF BEGINNING.

PARCEL ID#:
22-20-301-025

BENCHMARKS

CITY OF NOVI BENCHMARK:

B.M. NO. 3021

"X" ON NORTH RIM OF SANITARY MANHOLE LOCATED
SOUTHWEST OF THE INTERSECTION OF WIXOM AND 10 MILE ROAD AND 10 FEET SOUTH OF THE
BACK OF CURB
ELEV. = 961.12 (CITY OF NOVI DATUM)

SITE BENCHMARK "I":

CUT "X" ON LIGHT POLE BASE IN PARKING LOT LOCATED ON THE EAST SIDE OF PARKING LOT.
ELEV. = 958.53 (CITY OF NOVI DATUM)

GENERAL NOTES

1. NOTIFY THE CITY OF NOVI AT (428) 547-0454 A MIN. OF 48 HOURS PRIOR TO THE START OF CONSTRUCTION.
2. ALL CONSTRUCTION MUST CONFORM TO THE CURRENT STANDARDS AND SPECIFICATIONS ADOPTED BY THE CITY OF NOVI.
3. CALL 811 ONE-CALL UTILITY LOCATING A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
4. ALL SOIL EROSION AND SILTATION MUST BE CONTROLLED AND CONTAINED ON SITE.
5. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING UTILITIES AND FACILITIES. THE CONTRACTOR SHALL EXPOSE EXISTING UTILITIES AT THE PROPOSED UTILITY CROSSINGS PRIOR TO THE START OF UNDERGROUND CONSTRUCTION. ANY CONFLICTS WITH UTILITIES SHALL BE IMMEDIATELY REPORTED TO THE PROJECT ENGINEER.
6. DUST CONTROL SHALL BE MAINTAINED AT ALL TIMES.
7. ANY MUD TRACKED ONTO TEN MILE ROAD SHALL BE REMOVED DAILY.
8. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING UTILITY LOCATIONS, INVERTS AND GRADES PRIOR TO THE START OF ANY WORK.
9. ALL WORK SHALL CONFORM TO THE CITY OF NOVI'S CURRENT STANDARDS AND SPECIFICATIONS.
10. ALL PAVEMENT MARKINGS, TRAFFIC CONTROL SIGNS, AND PARKING SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE 2011 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
11. THE SUBJECT PROPERTY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA, PER THE NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP NUMBER 26125C0608P, EFFECTIVE DATE: 09-29-2006.

SITE PLAN FOR LITTLE SEEDS PARKING LOT EXPANSION

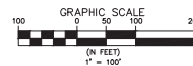
PART OF SECTION 20, TOWN 1S, RANGE 8E, CITY OF NOVI,
OAKLAND COUNTY, MICHIGAN

PREPARED FOR:
LITTLE SEEDS
49700 W. TEN MILE ROAD
NOVI, MI 48374
248.675.4000



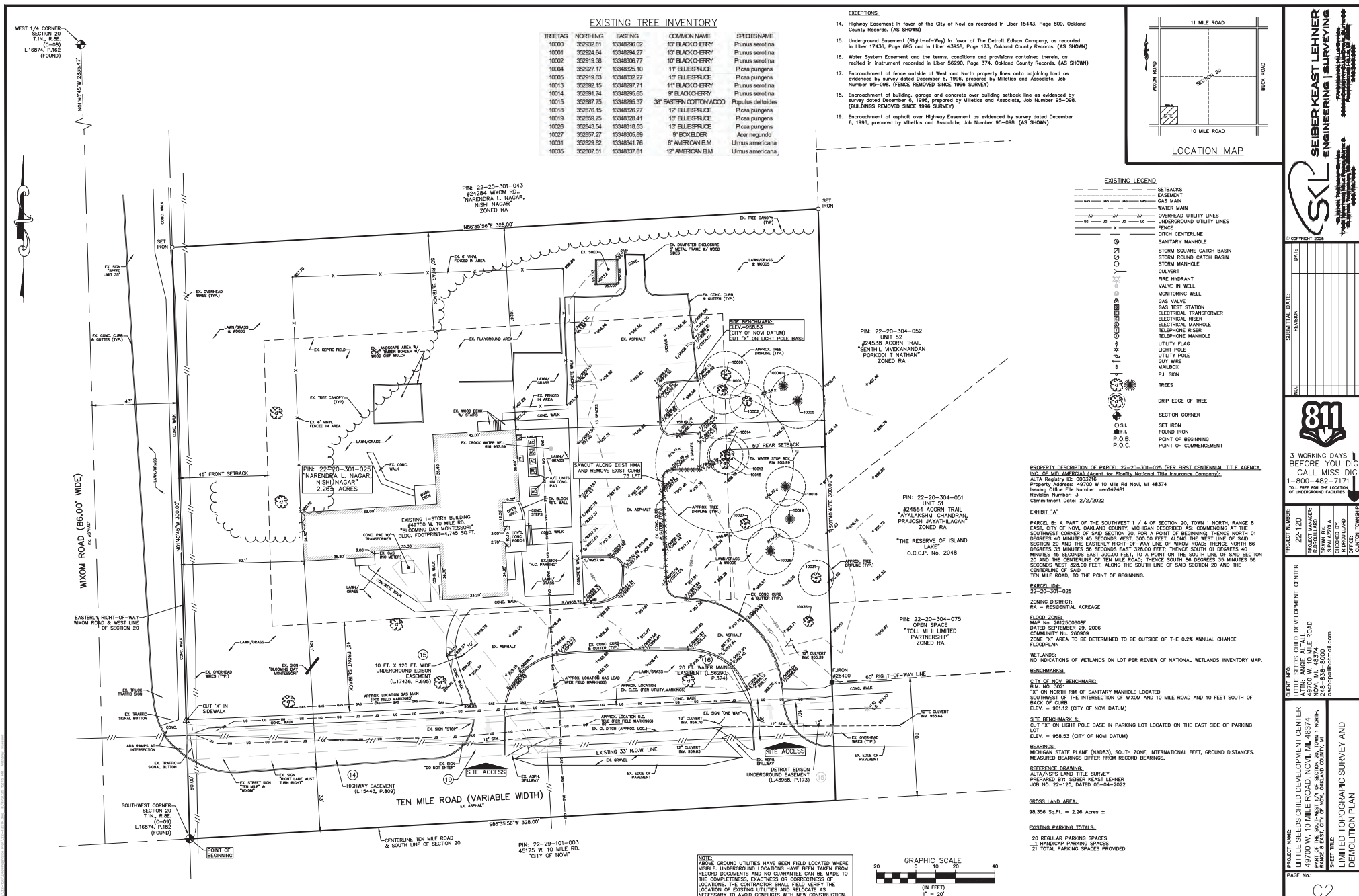
SHEET INDEX

SHEET INDEX	
NO.	SHEET DESCRIPTION
C1	COVER SHEET
C2	LIMITED TOPOGRAPHIC SURVEY AND DEMOLITION PLAN
C3	OVERALL SITE PLAN
C4	LANDSCAPE DETAILS

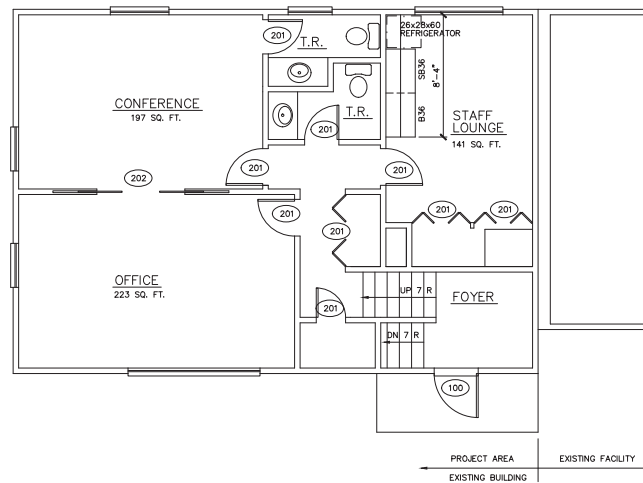
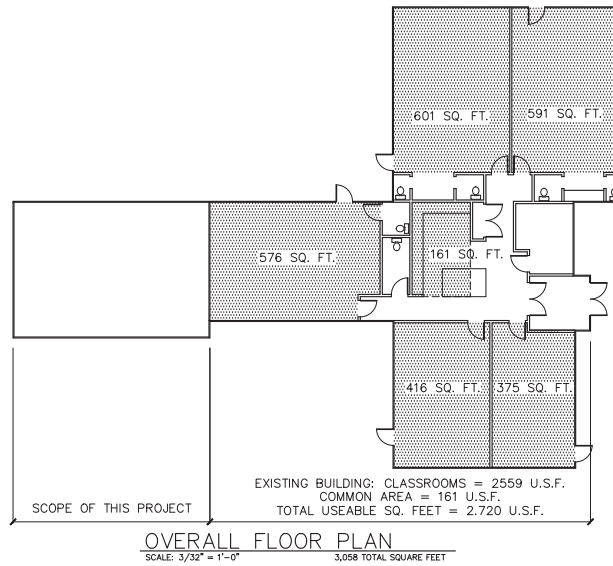
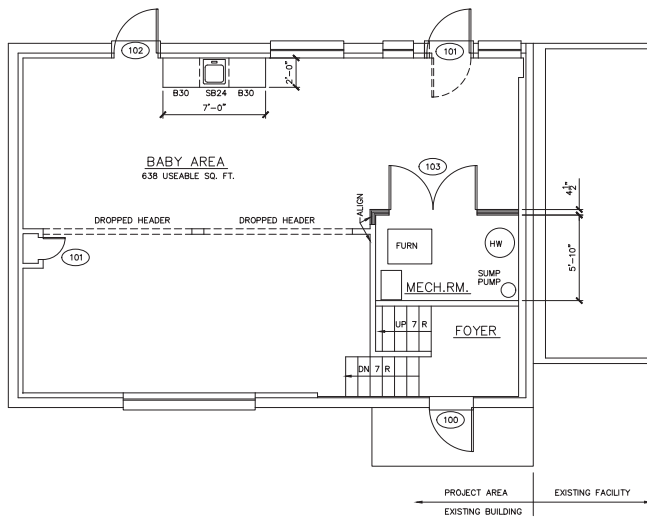


REVISIONS		
NO.	ITEM	DATE
SUBMITTAL DATE: 08/07/2025		
ENGINEER'S SEAL		









Robert A. Walz, PE

LOWER & UPPER LEVE FLOOR PLANS

REVIEW	03/26/2025
REVISED	04/11/2025
REVISED	09/23/2025

BR
BW
49700
S-2

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

Planning Review

Little Seeds

JSP 25-23

August 29, 2025

PETITIONER

Seiber Keast Lehner on behalf of Little Seeds Novi

REVIEW TYPE

Combined Preliminary–Final Site Plan and Special Land Use Permit

PROPERTY CHARACTERISTICS

Section	20	
Site Location	49700 Ten Mile Road; 50-22-20-301-025	
Site School District	Novi Community School District	
Site Zoning	RA–Residential Acreage	
Adjoining Zoning	North	RA–Residential Acreage
	East	RA–Residential Acreage, with an RUD Agreement
	West	RA–Residential Acreage
	South	RA–Residential Acreage
Current Site Use	Existing Little Seeds Novi	
Adjoining Uses	North	Vacant
	East	Island Lake HOA
	West	Vacant
	South	Novi Fire Station 4
Site Size	2.25 acres	
Plan Date	August 7, 2025	

PROJECT SUMMARY

The applicant is proposing to expand enrollment at the existing Little Seeds Novi daycare center from 60 students to 72 students. The location of the daycare center at the corner of 10 Mille Road and Wixom Road in the RA–Residential Acreage zoning district, and the site's 2.25 acres, makes it eligible for Special Land Use consideration under the City's Daycare text amendment that was adopted by City Council May 19, 2025. The proposed plan will also expand the parking lot by six parking spaces in order to accommodate additional staff and facilitate improved pickup and drop-off conditions of students.

RECOMMENDATION

Planning recommends approval of the Preliminary Site Plan and Special Land Use Permit, with items to be addressed on a revised Final Site Plan submittal. Landscape is recommending conditional approval of the Preliminary Site Plan, **contingent on the applicant taking action to remove the two unsupported**

waivers. Traffic is recommending approval of the Preliminary Site Plan and conditional approval on the Final Site Plan. Engineering is recommending approval of the Preliminary-Final Site Plan with items to address at the Electronic Stamping Set submittal. Fire is recommending approval of the Preliminary-Final Site Plan.

ORDINANCE REQUIREMENTS

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

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

1. Day Care Center Use Standards (Sec. 4.12.1.C): Daycare centers exceeding fifty (50) children, but not more than seventy-five (75) children are eligible for Special Land Use consideration subject to the provisions of Section 4.12.1.b.ii through Section 4.12.1.b.viii, and provided the following conditions are met:
 - i. The minimum parcel size shall be 1.5 acres. *This parcel is 2.25 acres and therefore complies with the new ordinance standards.*
 - ii. The site shall be located at the corner of a major thoroughfare and another public street with at least 200 feet of frontage along the major thoroughfare. *This site's location complies with the new ordinance standards.*
 - iii. Building setbacks shall meet the setback requirements of the Zoning District, but in no case shall a building be closer than 25 feet to any property line. *This property complies with the new standards of the ordinance.*

The project proposes to increase enrollment of an existing day care facility from 60 students to 72 students; this increase complies with the new ordinance standards since it is fewer than 75 children.

Special Land Use approval from Planning Commission is required.

2. Lighting and Photometric Plan (Sec. 5.7.A.i): Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures. *A lighting plan was submitted with the Preliminary-Final Site Plan but was incomplete and had several items that need to be addressed in a revised lighting plan.*
3. Noise Impact Statement (Sec. 4.12.1.b.viii): A noise impact statement is required subject to the standards of Section 5.14.10.B. *A request for waiver of the noise impact statement has been made by the applicant's design engineer based on the limited scope of work.* **A Planning Commission waiver for the noise impact statement is required.**
4. Number of Parking Spaces (Sec. 5.2.12.B): Childcare centers: 1 space for each 350 sf of useable floor area (UFA) + 1 for each employee. Please provide interior floor plans that show calculations for Useable Floor Area (UFA) used to determine total number of parking spaces required. **This shall be a condition of the Special Land Use Request.**
5. Bicycle Parking Facility Layout (Sec. 5.16.5.A.-E, TA 18.301): All bicycle parking facilities shall be accessible from adjacent street(s) and pathway(s) via a paved route that has a minimum width of six (6) feet. *It appears the existing sidewalk is 5' wide, a 6' clear path is required.* Upon the written request of an applicant, the planning commission or administrative site plan approval for an activity requiring the provision of bicycle parking spaces may waive or modify the bicycle parking facility layout, location, and design requirements in subsection 5. **The applicant is asked to provide a written request for a waiver or modify the site to comply with the standards.**

6. No Revision Façade Affidavit: A notarized No Revision Façade Affidavit was submitted by the applicant indicating that a Section 9 Façade Waiver was approved by Planning Commission on June 28, 2024, however the project has not appeared before the Planning Commission for this consideration. Please verify in the response letter that no charges are being proposed to the existing exterior of the building, or, if changes are being proposed to the exterior, include building elevation drawings in a revised Final Site Plan submittal. **Any proposed changes to the exterior of the building that would require a Section 9 Façade Waiver will require the applicant to re-appear before the Planning Commission for that consideration. If possible, please provide the building elevation drawings prior to the Planning Commission meeting.**

SPECIAL LAND USE CONSIDERATIONS

Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review and recommendation to City Council of the Special Land Use Permit request:

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.
- iv. Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- v. Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
- vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- vii. Whether, relative to other feasible uses of the site, the proposed use is
 - a. Listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and
 - b. Is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

OTHER REVIEWS

- a. Engineering Review: Engineering recommends approval, with items to be addressed at Electronic Stamping Set submittal.
- b. Landscape Review: Landscape recommends conditional approval of the Preliminary Site Plan, with items to be addressed on a revised Final Site Plan submittal. See Landscape Review for additional comments.
- c. Wetland Review: Wetland verified the absence of wetlands and the accuracy of the tree survey.
- d. Traffic Review: Traffic recommends approval of the Preliminary Site Plan, and conditional approval of the Final Site Plan. See Traffic Review for additional comments.
- e. Fire Review: Fire recommends approval.

NEXT STEP: PLANNING COMMISSION

Special Land Use consideration for the expanded student enrollment request from 60 to 72 students and several Landscape waivers are required for the proposed project. Due to these waivers and consideration this site plan does not qualify for administrative approval under Section 6.1.1.C. Planning Commission approval will be required.

FUTURE STEP: REVISED FINAL SITE PLAN

A revised submittal of the Final Site Plan is requested to better depict the site conditions and address any comments from the reviews. Please submit the following materials after the Planning Commission public hearing.

1. [Site Plan Revision Submittal](#)
2. **Three** copies of revised Final Site Plan, folded, addressing all comments from this review
3. Response letter addressing all comments and refer to sheet numbers where the change is reflected

FUTURE STEP: ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

Once all reviews recommend approval of the Final Site Plan, after addressing the items identified in the review letters, please submit the following for Electronic Stamping Set approval:

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

STAMPING SET APPROVAL

Stamping sets are required for this project. After having received all the review letters from City staff the applicant should make the appropriate changes on the plans and submit **8 size 24" x 36" copies, folded, with signature and seal (may be electronic)** to the Community Development Department for final Stamping Set approval.

PRE-CONSTRUCTION MEETING

No pre-construction meeting will be required due to the limited scope of work. The concrete pad, bicycle parking facilities, curbs, asphalt, signage, and striping will be inspected by the Engineering Division. Please contact Kate Purpura (kpurpura@cityofnovi.org, 248.735.5643) when the site is ready for inspection.

CHAPTER 26.5

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

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or dcommer@cityofnovi.org.

Dan Commer

Dan Commer, AICP – Planner



PLANNING REVIEW CHART: RA (Residential Acreage)

Review Date: August 29, 2025
Review Type: Combined Preliminary–Final Site Plan
Project Name: JSP25-23 Little Seeds
 49700 W 10 Mile Road; 50-22-20-301-025
Plan Date: August 7, 2025
Prepared by: Dan Commer, Planner
E-mail: dcommer@cityofnovi.org **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant with next submittal. *Italicized* items are to be noted.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan	Single Family Residential	No change		
Zoning	RA, Residential Acreage	No change		
Uses Permitted (Sec 3.1.1)	Uses permitted listed in Section 3.1.1.	Increase enrollment capacity from 60 to 72 children	TBD	A Daycare Text amendment to allow for increased enrollment on a case-by-case basis was adopted by City Council on 5/19/25 Special Land Use approval from Planning Commission is required for daycare centers in the RA district.
RA District Required Conditions (Sec. 3.7)				
Off-Street Parking (Sec. 3.7.4)	All off-street parking shall be arranged so as to minimize any impact on adjacent residential properties.	6 new parking spaces proposed	Yes	Existing natural screening is provided to adjacent residential properties via evergreen trees
Max. Building Height (Sec. 3.1.1)	35 ft. or 2.5 stories, whichever is less	Complies – no change	Yes	
Max Lot Coverage % (Sec. 3.1.1)	25% (by all buildings)	Complies – no change	Yes	
Min. Building Setbacks (Sec. 3.1.1, Sec. 3.6.2)				
Front (South)	45 ft	53.4’	Yes	Existing building – no changes proposed
Interior Side (East)	20 ft, total of 50 ft	155.51’	Yes	
Exterior Side (West)	20 ft, total of 50 ft	61.35’	Yes	
Rear (North)	50 ft	102.56’	Yes	
Min. Parking Setbacks (Sec. 3.6.1.B)				
Front (South)	45	NA	Yes	
Interior Side (East)	20	63.14’		
Exterior Side (West)	20	NA		

Item	Required Code	Proposed	Meets Code	Comments
Rear (North)	20'	37.08'		
Day Care Center Use Standards (Sec. 4.12.1.C, up to 75 children)				
Number of Children (Sec. 4.12.1.C)	Daycare centers under Sec. 4.12.1.C exceeding fifty (50) children, but not more than seventy-five (75) children	Increase capacity from 60 students (existing) to 72.	TBD	Special Land Use approval from Planning Commission is required for daycare centers in the RA district
Minimum Parcel Size (Sec. 4.12.1.C.i)	The minimum parcel size for a shall be 1.5 acres	2.25 acres	Yes	
Corner of a Major Thoroughfare and Another Public Street (Sec. 4.12.1.C.ii)	The site shall be located at the corner of a major thoroughfare and another public street with at least 200 feet of frontage along the major thoroughfare	Corner of Ten Mile Road (Major Thoroughfare) and Wixom Road (Public Street) with approximately 325' of frontage along 10 Mile Road	Yes	
Building Setbacks (Sec. 4.12.1.C.iii)	Building setbacks shall meet the setback requirements of the Zoning District, but in no case shall a building be closer than 25 feet to any property line.	Complies – no changes	Yes	
Outside Recreation Area (Sec. 4.12.1.B.ii)	(a) For each person cared for, there shall be provided and maintained a minimum of 150 square feet of outdoor recreation area	76 x150 = 11,400 sf required. Existing Area 13,166 sf	TBD	Notes provided on Sheet C3 indicate 76 students in outdoor recreation space calculation, but limit in the district is 75 students Please edit Note 2 to reflect accurate number of students being proposed within ordinance standards
	(b) Such recreation area shall have a total minimum area of not less than 2,800 square feet	Existing Area = 13,166 sf	Yes	
	(c) The recreation area shall be securely fenced and screened from any adjoining lot in any residential district, with appropriate fence and landscape materials as reviewed by the City's Landscape Architect to	Existing 6' wood fence	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	provide opaque screening for the outside activities. These screening requirements are in addition to the requirements of Section 5.5.			
Hours of Operation (Sec. 4.12.1.B.iii)	The hours of operation shall be limited to the period between 6am and 7pm.	7am to 6pm	Yes	
Licensing (Sec. 4.12.1.B.v)	The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection and shall provide a smoke detector in all daytime sleeping areas.	Shall Comply	Yes	<i>Applicant acknowledged that smoke detectors will be provided in all daytime sleeping areas.</i>
Refuse Bins (Sec. 4.12.1.B.vi)	Any refuse bins or outside trash receptacles shall be located as far away as is practical from properties zoned for residential uses.	Complies – no change	Yes	
Façade Combability with Surrounding Residential (Sec. 4.12.B.vii)	The exterior building facades shall comply with Section 5.15. Additionally, the City's Façade Consultant shall review the proposed architectural style of the structure to ensure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, vinyl siding and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Façade Materials, in Section 5.15.	Shall Comply	TBD	<i>Please verify no changes are proposed to existing exterior materials other than new window and door replacement <u>in existing openings.</u></i>
Noise Impact Statement (Sec. 4.12.1.B.viii)	A noise impact statement is required subject to the standards of Section 5.14.10.B.	A request for waiver of the noise impact statement has been made by the applicant's design engineer	TBD	The Planning Commission may waive the noise analysis and/or noise impact statement requirement upon a

Item	Required Code	Proposed	Meets Code	Comments
				demonstration by the applicant that a practical difficulty exists, or that the proposed use clearly meets the standards of Section 5.14.10.A.
Drive-Through Stacking Spaces (Sec. 5.3.11.I)	The minimum stacking requirements per lane is 1 vehicle per 15 children inclusive of the vehicle at the drop-off point. No parking area or maneuvering lanes shall be permitted between the drop-off point and the principal entrance to the building.	No drive-through stacking spaces are proposed.	NA	Pick-up/drop-off protocol provided in response letter
Note to District Standards (Sec. 3.6.2)				
Area Requirements (Sec 3.6.2.A)	Pursuant to the definition contained in Section 2.2, lot width shall be measured between the two points where the front setback line intersects the side lot lines. Within the residential districts, where a main building is placed behind the front set back line, the distance between the side lot lines shall not be reduced below ninety (90) percent of the required minimum lot width at any point between the front set back line and such main building. The purpose of this amendment is to protect against the creation within the city of irregularly-shaped flag lots.	Complies – no change	Yes	
Building Setback (Sec. 3.6.2.B)	For all uses permitted other than single-family or two-family residential, the building or structure setback shall at least equal to: (1) the height of the main building; (2) seventy-five (75) feet; or (3) the setback required in the Development Standards of Section 3.1 of this Ordinance, whichever is greater. However, the minimum building setback from access	Complies – no change	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	streets may be reduced to fifty (50) feet for fire department structures where quick access to the street network is required.			
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Complies – no change	Yes	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	No wetlands are present on-site per determination made by applicant's consultant, Davey Resource Group in letter dated 6/26/25	Yes	The City's wetland consultant verified the absence of wetlands
Woodlands (City Code Ch. 37)	Replacement of removed trees	No tree removal is being proposed	NA	One large cottonwood will have less than 20% Critical Root Zone impact, so no replacements are required See Landscape Review for additional details
Non-Residential Fences (Sec. 5.11.2&3)				
Non-Residential Fences (Sec. 5.11.2.A-D)	No fence shall extend into a front or exterior side yard	Complies – no change	Yes	
	No fence shall exceed 8 feet in height, except barbed wire placed along the top of a fence may project beyond the maximum height limitation of the fence, but no fence, including barbed wire, shall exceed an overall height of 11 feet.	Existing 6' wood fence installed brand new in 2023	Yes	
Maintenance (Sec. 5.11.3.B)	All fences shall be maintained in good condition, free of significant corrosion, peeling paint or finish and other damage. All fences shall be maintained in a condition of reasonable repair and not be allowed to become or remain in a condition of disrepair including noticeable leaning or missing sections or portions of sections, broken supports, nonuniform height, and growing of noxious vegetation. All fences shall	Will comply	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	comply with applicable provisions of the current City of Novi Property Maintenance Code.			
Parking & Loading Standards				
Number of Parking Spaces (Sec. 5.2.12.B)	Nursery schools, day nurseries or childcare centers: 1 space for each 350 sf of useable floor area (UFA) + 1 for each employee	Existing parking lot has 21 spaces, including 1 barrier free space. Applicant proposes adding 6 spaces to reach the 27 total spaces required with expanded enrollment. UFA of existing childcare center – 2720 sf Lower level of the existing former house – 638 sf Total Area – 3358 sf 3358 sf / 350 sf = 9.5 – 10 spaces required Employee count at existing childcare center – 13 Employee count proposed at new childcare area – 4 Total employee count – 17 (max) Total parking: 10 + 16 = <u>27 spaces</u>	TBD	Please provide floor plans that show calculations for Useable Floor Area (UFA) used to determine total number of parking spaces on revised Final Site Plan. This shall be a condition of the Special Land Use Request
Parking Space & Maneuvering Lane Dimensions (Sec. 5.3)	<u>90° spaces:</u> 9 ft. x 19 ft. parking spaces with 24 ft. drives	Existing Conditions + 6 additional 9 ft x 19 ft spaces	Yes	
Barrier Free Spaces (ADA standards)	2 barrier free spaces required (26 to 50 parking spaces in a lot = 2 accessible parking spaces (minimum).	2 barrier free parking spaces sharing an access aisle between the 2 spaces is	Yes	

Item	Required Code	Proposed	Meets Code	Comments
		proposed		
Barrier Free Space Dimensions (<i>Barrier Free Code</i>)	8 ft. wide with 5 ft. wide access aisle for standard accessible; 8 ft. wide with 8 ft. wide access aisle for van accessible	1 – 8' x 19' barrier free space and 1 – 9' x 19' barrier free space, separated by an 8' wide access aisle is proposed	Yes	
Barrier Free Signs (<i>Barrier Free Design Graphics Manual</i>)	1 barrier free sign per space	2 barrier free parking post-mounted signs are proposed, including van accessible signage	Yes	
Loading Spaces (Sec. 5.4)	No standards in the RA Zoning District	NA	NA	
Pedestrian Connectivity	Whether the traffic circulation features within the site and parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Sidewalk was extended from front building exit to existing sidewalk along Ten Mile Road	Yes	
Dumpster Requirements (<i>City Code Sec. 21-145</i>)	Screening of not less than 5 ft. on 3 sides of dumpster required, interior bumpers or posts must also be shown. Screening should be 1 foot taller than dumpster	Existing	Yes	
Accessory Structure Setback- Dumpster (<i>Sec. 4.19.2.F</i>)	Located in the rear or interior side yard Min. 10 ft. from any building unless structurally attached & setback the same as parking from all property lines	No change	NA	Approved permit for shed was provided by applicant and is entered into BSA online as well
Bicycle Parking Facilities (<i>Sec. 5.16.5.A.-E, Sec. 5.16.6</i>)	Minimum of 2 spaces Located along the building approach line & easily accessible from the building entrance Max. 120 ft. from entrance being served or the nearest auto parking space to that entrance Height of inverted "U" design bicycle rack is at least 3 feet in height Be accessible via a paved 6	Bicycle parking facilities adjacent to front entrance sidewalk which will accommodate 4 bicycles are proposed	No	Bicycle Parking Facilities shown on Sheet C3 of the site plan do not appear to meet layout standards: Existing/extended sidewalk appears to be 5' wide, a 6' clear path is required. An administrative waiver will be required if appropriate width is

Item	Required Code	Proposed	Meets Code	Comments
	ft. route & separated from auto facilities 4 ft. maneuvering lane with a 7 ft. parking space width & a depth of 32 inches			unable to be met. Height of rack is not indicated – 3' is required. See Traffic Review letter and Text Amendment 18.301 for addition details
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	No additional site lighting is proposed	TBD	A lighting plan was submitted with PSP-FSP but was incomplete and had several items that need to be addressed in a revised plan
Lighting Plan (Sec. 5.7.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Incomplete	TBD	<u>Please include a PDF of the lighting plan with resubmittal</u>
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Not provided	TBD	<u>Will be reviewed for conformance at the time of final site plan review.</u>
Lighting Plan (Sec. 5.7.A.2.ii)	Specifications for all proposed & existing lighting fixtures	Not provided	TBD	
	Photometric data	Incomplete	TBD	
	Fixture height	Not provided	TBD	
	Mounting & design	Not provided	TBD	
	Glare control devices (Also see Sec. 5.7.3.D)	Not provided	TBD	
	Type & color rendition of lamps	Incomplete	TBD	
	Hours of operation	Not provided on lighting plan	TBD	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Incomplete	TBD	
Maximum Height (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses	Not provided	TBD	

Item	Required Code	Proposed	Meets Code	Comments
Color Spectrum Management (Sec. 5.7.3.F)	- All Permanent lighting installations shall have a minimum color Rendering Index (CRI) of 70 - All permanent lighting installations shall have a Correlated Color Temperature (CCT) of no greater than 3000 Kelvin (K)	Not provided	TBD	Please specify which fixtures will be used and include CRI and CCT of each in the Luminaire Schedule Chart
Indoor Lighting (Sec. 5.7.3.H)	Indoor lighting shall not be the source of exterior glare or spillover	Not provided	TBD	
Standard Notes (Sec. 5.7.3.B)	- Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation	Not provided on lighting plan	TBD	
Security Lighting (Sec. 5.7.3.H)	- All fixtures shall be located, shielded and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred	Not provided	TBD	
Average Light Level (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	13.90	No	Avg./Min light level is not to exceed 4:1 Minimum illumination in parking areas is 0.2 foot-candles, but both new and existing spaces show illumination at 0.1 fc on the lighting plan
Min. Illumination (Sec. 5.7.3.k)	Parking areas: 0.2 min	0.1	No	
	Loading & unloading areas: 0.4 min	Not provided	NA	
	Walkways: 0.2 min	Not provided	TBD	
	Building entrances, frequent use: 1.0 min	Not provided	TBD	
	Building entrances, infrequent use: 0.2 min	Not provided	TBD	
Max. Illumination adjacent to Residential (Sec. 5.7.3.L)	When adjacent to residential districts: - All cut off angles of fixtures must be 90° - The height of light fixtures shall not exceed twenty-five (25 feet - maximum illumination at the property line shall not exceed 0.5 foot candle	Not provided	TBD	

Item	Required Code	Proposed	Meets Code	Comments
	- No direct light source shall be visible at the property line (adjacent to residential) at ground level			
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

August 22, 2025

Engineering Review

Little Seeds
JSP25-0023

APPLICANT

Little Seeds Novi LLC

REVIEW TYPE

Preliminary/Final Site Plan

PROPERTY CHARACTERISTICS

- Site Location: East of Wixom Road, North of Ten Mile Road
- Site Size: 2.26 acres
- Plan Date: 08/07/2025
- Design Engineer: Seiber Keast Lehner

PROJECT SUMMARY

- Construction of six (6) additional parking spaces and two (2) bicycle parking spaces. Site access will continue to be provided via Ten Mile Road.
- No changes to utilities or storm sewer proposed.

RECOMMENDATION

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

COMMENTS

1. The City recently updated the [Survey Benchmarks & Monuments Map](#) and it looks like benchmark No. 3021 was impacted. Correct the elevation to 961.15.
2. Dedication of the master-planned 60-foot half-width right-of-way along Ten Mile Road and Wixom Road is requested.
3. The proposed end island is not 3 feet shorter than adjacent 19-foot stalls, as required in the Zoning Ordinance. However, since some curb for the end island is existing and the scope of work is minor, the design is acceptable as shown on the plans.
4. There appears to be some soil built up and vegetation overgrown near the existing curb cut preventing the flow of water from following the path shown on

the plans. Show the area to be cleaned up and re-graded to allow water to flow from the new parking spaces to the existing culvert.

SOIL EROSION & SEDIMENT CONTROL

5. No SESC permit is required due to less than one acre of land being disturbed and the construction area being more than 500 feet to the nearest water body. However, it is still important to maintain the silt fence and tree protection fencing shown on the plans. Additional SESC measures will be required during construction if deemed necessary by the inspecting engineer.

THE FOLLOWING MUST BE SUBMITTED WITH THE NEXT SUBMITTAL:

6. A letter from either the applicant or the applicant's engineer must be submitted with the next submittal highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**

REQUESTED LEGAL DOCUMENTS

The following shall be submitted with the Stamping Set: All documents must be submitted together as a package with the Stamping Set submittal with the [legal review transmittal form](#) that is attached to this review letter. Partial submittals will **not** be accepted. Links to the PDF copy of the easements are below, word document versions of each legal document can be found on the City's Website under [Forms and Permits](#)).

7. A draft copy of the Warranty Deed for the additional proposed right-of-way along Ten Mile Road and/or Wixom Road shall be submitted for review and acceptance by the City.

THE FOLLOWING MUST BE ADDRESSED PRIOR TO CONSTRUCTION

8. A pre-construction meeting will not be required due to the limited scope of work.
9. No construction inspection fees are required. The construction inspection and traffic control inspection will both be done by the City of Novi Engineering Division. Contact Kate Purpura when you are ready for a final inspection and prior to use of the parking spaces.
10. A street sign financial guarantee in the amount of **\$800** (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
11. Legal escrow fees in the amount that is to be determined shall be deposited with the Community Development Department. **All unused escrow will be returned to the payee at the end of the project** (except for escrows that are \$50 or less). This amount includes engineering legal fees only. There may be additional legal fees for planning legal documents. ****fees are subject to change.**

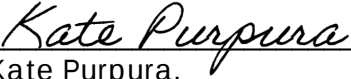
THE FOLLOWING MUST BE ADDRESSED PRIOR TO USE OF THE PARKING LOT:

12. The warranty deed(s) referenced above shall be executed, notarized and approved by the City Attorney and Engineering Division.
13. If the owner decides to execute a warranty deed, submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties signing the warranty deed have the legal authority to do so. Please be sure that all parties of interest shown on the title policy (including mortgage holders) either sign the warranty deed themselves or provide a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.

PRIOR TO SUBMITTING STAMPING SETS, the Applicant should submit the Electronic Stamping set to Planning for review, if any changes are proposed after Electronic Stamping set approval applicant must submit revised sheets for review and approval.

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

Please contact Kate Purpura at (248) 735-5643 or email at kpurpura@cityofnovi.org with any questions.



Kate Purpura,
Project Engineer

cc: Dan Commer, Community Development
Angela Sosnowski, Community Development
Stacey Choi, Planning Assistant
Humna Anjum, Engineering
Milad Alesmail, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

August 11, 2025

Little Seeds Childcare

Preliminary/Final Site Plan - Landscape

Review Type

Preliminary/Final Site Plan Landscape Review

Job #

JSP25-0023

Property Characteristics

- Site Location: NE Corner of 10 Mile Road and Wixom Road
- Site Acreage: 3.70 ac.
- Site Zoning: RA
- Adjacent Zoning: North, East, South & West: RA
- Plan Date: 8/7/2025

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

Recommendation:

This project is **recommended for approval for Preliminary Site Plan, contingent on the applicant taking action to remove the two unsupported waivers**. There are four waivers required but two are supported by staff.

LANDSCAPE WAIVERS REQUIRED FOR THE PROPOSED LAYOUT AND LANDSCAPING:

- Lack of screening berm along east and north frontages – *supported by staff as an existing condition*
- No greenbelt berm provided along the 10 Mile frontage in front of the parking bay – *not supported by staff unless a screening hedge is added at the south end of the expanded parking bay.*
- Deficient greenbelt landscaping the 10 Mile Road frontage – *supported by staff as an existing condition*
- Deficiency in parking lot perimeter landscaping – *not supported by staff*

Please replace any missing site landscaping.

Ordinance Considerations

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

1. Tree survey and chart are provided.
2. No trees are proposed for removal – one large cottonwood will have less than 20% Critical Root Zone impact so no replacements are required
3. There are no wetlands on the site.

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

1. The property is adjacent to residential property north and east of the site. No berm is provided but woodlands will be preserved.
2. **This requires a landscape waiver.**
3. *The waiver would be supported by staff as an existing condition.*

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

1. The required greenbelt width and landscaping are provided for both frontages.
2. The required berm is not provided along either frontage.
3. As only the parking lot would require screening, and most of the lot does not have the berm, **a landscape waiver would be required.** *It would be supported by staff if a screening hedge is provided along the south end of the extended bay.*
4. There are some minor deficiencies in greenbelt landscaping. **This requires a landscape waiver.** *It would be supported by staff as an existing condition.*
5. No street trees exist or are proposed along either road. This is an existing condition that is accepted.

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

1. All utilities and light posts are included on the site plan.
2. One hydrant is shown, southeast of the site. No landscaping blocks it.

Parking Lot Landscaping

1. The required parking lot endcap island trees are proposed.
2. Based on the length of the new bay, two canopy trees are required within 15 feet of the edge of the parking lot. One existing tree is within 15 feet and no new trees are proposed.
3. **A landscape waiver is required for the deficiency in perimeter trees provided.** *It would not be supported by staff.*

Building Foundation Landscaping (Zoning Sec. 5.5.3.D)

As the building is not changing, no new foundation landscaping is required.

Plant List (LDM 4.)

1. Provided
2. 2 bur oaks are proposed along with lawn seed

Planting Notations and Details (LDM)

Provided

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

1. No new above-ground stormwater detention pond is proposed.
2. No indication of any Phragmites or Knotweed was noted on the plans. Please survey the site and show any stands of either weed on the plans along with instructions for its treatment and removal. If none is found, please add a note stating this.

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

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

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

Thank you for your consideration.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY/FINAL SITE PLAN

Review Date: August 11, 2025
Project Name: JSP25-0023: Little Seeds
Plan Date: August 7, 2025
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org;
 Phone: (248) 735-5621

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

LANDSCAPE WAIVERS REQUIRED BY PLAN:

- Lack of screening berm along east and north frontages – *supported by staff as an existing condition and because all of the existing woodland area will be preserved*
- No greenbelt berm provided along the 10 Mile frontage in front of the parking bay – *would be supported by staff if a screening hedge was added at the south end of the expanded parking bay.*
- Deficient greenbelt landscaping the 10 Mile Road frontage – *supported by staff as an existing condition if the screening hedge noted above is added*
- Deficient parking lot perimeter trees – *not supported by staff*

If any landscaping is missing from the original plans, it needs to be replaced during this project.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)	• New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"=20' minimum with proper North. Variations from this scale can be approved by LA • Consistent with plans throughout set	Site Plan: 1" = 20'	Yes	
Project Information (LDM 2.d.)	Name and Address	Project name and project address are on the title block	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Project name and project address are on the title block	Yes	
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	None – plan created by Sieber Keast Lehner with permission due to scale of project	Yes	

Item	Required	Proposed	Meets Code	Comments
Sealed by LA. (LDM 2.g.)	Requires original signature	Not required		
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	On title block	Yes	
Zoning (LDM 2.f.)	Include all adjacent zoning	Site: RA North, East, South, West: RA Shown on C3	Yes	
Survey information (LDM 2.c.)	- Legal description or boundary line survey - Existing topography	Sheet C2	Yes	
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	- Show location type and size. Label to be saved or removed. - Plan shall state if none exists.	- Existing trees are shown on the topographic survey with a chart. - The tree in the island near the building entrance is missing. - Actual critical root zones for trees near the area of work are shown - No trees are proposed to be removed. - Approximately 18.9% of the 38" cottonwood will be impacted by the construction. - No wetlands exist on the site	- Yes - No - Yes - Yes - TBD - Yes	- Please protect all of the trees in the vicinity of the work with tree protection fencing. - Please add the existing canopy tree in the existing island near the building entrance to the plans so there is a record of that tree being there. It can be drawn in from a recent aerial photograph.
Soil types (LDM.2.r.)	- As determined by Soils survey of Oakland County - Show types, boundaries	Not shown	No	<u>Please show the site's soils.</u>
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	6 new parking spaces are proposed with curbs	Yes	
Existing and proposed utilities (LDM 2.e.(4))	- Overhead and underground utilities, including hydrants - Proposed light posts	No utilities are shown in the area – a curb cut will allow storm water runoff to flow to	- Yes - Yes	

Item	Required	Proposed	Meets Code	Comments
		the woods • An existing light posts is in the island north of the bay, no new lights are proposed		
Proposed grading. 2' contour minimum (LDM 2.e.(1))	Provide proposed contours at 2' interval	Spot elevations for the new paving and curbs are provided on C3	Yes	
Snow deposit (LDM.2.q.)	Show snow deposit areas on plan	Snow storage is shown at the north end of the existing lot	Yes	
LANDSCAPING REQUIREMENTS				
Berms, Walls and ROW Planting Requirements				
Berms				
• All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours • Berm should be located on lot line except in conflict with utilities. • Berms should be constructed of loam with 6" top layer of topsoil.				
Residential Adjacent to Non-residential (Zoning Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	• The site is adjacent to residential property on the north and east • 4.5-6' tall, landscaped berm	• No berm is proposed along either property line. • An existing 50-foot wooded buffer strip is shown as remaining along the east side of the property • Undeveloped woods is on the parcel north of the site beyond the buffer strip	TBD	1. A landscape waiver is required for the lack of a berm. 2. <i>As the use is not changing, and the screening for the existing parking lot is not changing, the waiver for the deficiency would be supported by staff as an existing condition.</i>
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	No new walls are proposed.		
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		None		
ROW Landscape Screening Requirements (Zoning Sec 5.5.3.B. ii) and (LDM 1.b)				
Greenbelt width (2)(3) (5)	• Adjacent to pkg: 20 feet	• 10 Mile Road: 53 feet	• Yes • Yes	

Item	Required	Proposed	Meets Code	Comments
	Not adjacent to pkg: 25 feet	Wixom Road: 61 ft		
Berm requirements (Zoning Sec 5.5.3.A.(5))				
Min. berm crest width	2-foot-wide crest is required for 10 Mile Road - No berm is required for Wixom Road frontage	No berm exists or is proposed along either frontage	10 Mile: No - Wixom : Yes	A landscape waiver is required for the lack of a berm to screen the expanded bay. It would be supported by staff if a screening hedge is provided on the south end of the new bay.
Minimum berm height (9)	No berm is required along Cartier Drive	No berm exists or is proposed		See above
3' wall	(4)(7)	None		
Canopy deciduous or large evergreen trees Notes (1) (10)	- Adj to Pkg: 1 tree per 35 ft - Not adj to Pkg: 1 tree per 60 ft 10 Mile Road: (172/35) = 5 trees - Wixom Road: 238/60 = 4 trees	10 Mile Road: 4 trees - Wixom Road: 2 trees + woods to be preserved	No	A landscape waiver is required for the deficiency along 10 Mile Road. It would be supported by staff as an existing condition since no impacts to the greenbelt are proposed.
Sub-canopy deciduous trees Notes (2)(10)	- Adj to Pkg: 1 tree per 35 ft - Not adj to Pkg: 1 tree per 60 ft 10 Mile Road: (172/35) = 5 trees - Wixom Road: 238/60 = 4 trees	10 Mile Road: 0 trees - Wixom Road: 0 trees	No	See above
Canopy deciduous trees in area between sidewalk and curb (Novi Street Tree List)	1 tree per 35 lf	10 Mile Road: 0 trees - Wixom Road: 0 trees		As the site is established and no changes are proposed to the building or greenbelt, no new trees are required. If the City wanted to add some (which is doubtful given the utilities, sight vision at the corner and RCOC jurisdiction), it would be a City project.
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	- Label contour lines - Maximum 33% - Constructed of loam 6" top layer of topsoil	No berms are proposed		

Item	Required	Proposed	Meets Code	Comments
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	All utilities are shown	Yes	
Parking Area Landscape Requirements (LDM 1.c and 2.o.)				
General requirements (LDM 1.c)	• Clear sight distance within parking islands • No evergreen trees	2 canopy trees (oaks) and lawn seed in the project area	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Lawn seed	Yes	
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	• A minimum of 200 SF to qualify • Minimum 200 SF per tree planted in island • 6" curbs • Islands minimum width 10' BOC to BOC	Islands are shown, and are acceptable sizes	Yes	
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	19' long curbs	Yes	<u>The bays could be shortened to 17' if a 4" curb was used.</u>
Contiguous space limit (i)	• Maximum of 15 contiguous spaced • All endcap islands should also be at least 200sf with 1 tree planted in it.	The longest bay is 14 spaces	Yes	
Plantings around Fire Hydrant (d)	• No plantings with matured height greater than 12' within 10 ft. of fire hydrants of utility structures (manholes, catch basins). • Trees also need to have at least 5 feet between the trunk and underground utility lines.	A single hydrant is shown southeast of the site	Yes	
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Clear Zones (LDM 2.3.(5))	The Road Commission for Oakland County (RCOC) clear vision zone is required for Ten Mile Road as it is their jurisdiction.	No		As no changes are proposed near the roads this is not necessary.
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, C, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use area up to 50,000 sf x 7.5%	$A = x \text{ SF} \times 7.5\% = A \text{ sf}$	No	No	As only 1 bay of spaces is being added, the islands on each end of it, as shown, are sufficient.
B = Total square footage of additional paved vehicular use areas over 50,000 SF) x 1 %	$B = x \text{ SF} \times 1\% = B \text{ sf}$	NA	NA	See above
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = x \text{ SF} \times 6\% = A \text{ sf}$	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5 %	$B = (x \text{ SF} - 50000) \times 0.5\% = B \text{ SF}$	NA		
All Categories				
C = A+B Total square footage of landscaped islands required	$A + B = C \text{ SF}$	Endcap islands are proposed	Yes	As only 1 bay of spaces is being added, the islands on each end of it, as shown, are sufficient.
D = D/200 Number of canopy trees required	$D = C / 200 = xx \text{ Trees}$	2 trees	Yes	As only 1 bay of spaces the two trees proposed will be sufficient.
Parking Lot Perimeter Trees (Zoning Sec 5.5.3.C.iv)	1 Canopy tree per 35 lf $55 / 35 = 2 \text{ trees}$	1 existing tree is within 15 feet of the edge of the new bay	No	1. A landscape waiver would be required for the deficiency. It would not be supported by staff. 2. Please add one more canopy tree east of the new bay, toward the southern half of the bay.
Parking land banked	NA	None		
Other Landscaping				

Item	Required	Proposed	Meets Code	Comments
Other Screening				
Screening of outdoor storage, loading/unloading (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		No loading area is required or provided	NA	
Transformers/Utility boxes (LDM 1.e from 1 through 5)	- A minimum of 2ft. separation between box and the plants - Ground cover below 4" is allowed up to pad. - No plant materials within 8 ft. from the doors	No utility boxes are shown	TBD	- Please note if any transformers will be added. - If any will be, provide proper screening for any transformers. - Include city standard detail with other landscape details. - If all transformer locations are not provided on plan, please add a note stating that all transformers and other utility boxes shall be screened per the city detail.
Building Foundation Landscape Requirements (Zoning Sec 5.5.3.D)				
Interior site landscaping SF	- Equal to entire perimeter of the building (less paved access areas) x 8 with a minimum width of 4 ft. - A minimum of 75% of the building should have foundation landscaping. - xx lf x 8ft = xx SF	None	No	As the building isn't changing, no new landscaping is required.
Zoning Sec 5.5.3.D.ii. All items from (b) to (e)	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	None	No	See above
Detention/Retention Basin Requirements (Zoning Sec. 5.5.3.E.iv)				
Planting requirements (Zoning Sec. 5.5.3.E.iv)	- Clusters of large native shrubs shall cover 70-75% of the basin rim area located at 10 feet above the permanent water level or pond bottom if it's a dry pond. - Canopy trees at 1/35lf	None proposed	TBD	

Item	Required	Proposed	Meets Code	Comments
	of the east, south and west sides of the pond, located at about 10 feet away from the permanent water level • 10" to 14" tall grass along sides of basin • Refer to wetland for basin mix			
Phragmites Control (Zoning Sec 5.5.6.C)	• Any and all populations of <i>Phragmites australis</i> and/or Japanese knotweed on the site shall be included on tree survey. • Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site.	None indicated	TBD	1. <u>Please survey the site for any populations of <i>Phragmites australis</i> and/or Japanese knotweed and add plans for its complete removal if any is found.</u> 2. <u>If none is found, please indicate that on the survey.</u>
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				
Installation date (LDM 2.i. & Zoning Sec 5.5.5.B)	• Provide intended dates • Should be between March 15 and November 15.	Yes	Yes	
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	• Include statement of intent to install and guarantee all materials for 2 years. • Include a minimum one cultivation in June, July and August for the 2-year warranty period.	Yes	Yes	
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
Irrigation plan (LDM 2.s.)	A method for providing the water required for plant establishment and long-term survival must be provided.	No	No	1. <u>Need for final site plan</u> 2. <u>Please provide either an irrigation system plan or information regarding the alternative method that will be used to water the plants</u> 3. <u>If an irrigation system will be used, it should</u>

Item	Required	Proposed	Meets Code	Comments
				<u>meet the requirements listed at the end of the chart.</u> 4. <u>If an existing system will be extended to cover the new plantings, add a note to that effect on C3.</u>
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	Yes	Yes	
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	Yes	Yes	
Plant List (LDM 4, 11) – Include all cost estimates				
Quantities and sizes	- A minimum of 50% of species used on the site, not including any woodland replacements, must be native to Michigan. - No Prohibited Species listed on Table 11.b.(2)b may be used.	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		Yes	Yes	As only two trees are included, using two bur oaks is fine.
Type and amount of lawn		Lawn	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	No	<u>Please add mulch and seed to the cost estimate at \$35/cyd for mulch and \$3.00/syd for seed.</u>
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Multi-stem 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) in the area of work.	Yes	Yes	<u>Please extend the tree fencing to protect all of the trees in the project's vicinity.</u>
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	No	NA	

Item	Required	Proposed	Meets Code	Comments
Plant Materials & Existing Plant Material (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	No	NA	
Landscape tree credit (LDM3.b.(d))	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA.	No		
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	Refer to Landscape Design Manual for requirements	On plant list	Yes	
Plant size credit (LDM3.c.(2))	NA	No		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	None used	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	Overhead lines are shown in the 10 Mile Road and Wixom Road frontage	Yes	
Collected or Transplanted trees (LDM 3.f)		None		
Nonliving Durable Material: Mulch (LDM 4)	- Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth - Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.	On details	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.

Irrigation System Requirements

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

- The assembly must be tested after installation with results recorded on the City of Novi test report form.

WETLAND REVIEW

September 2, 2025

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

Submitted electronically to dcommer@cityofnovi.org

Re: Little Seeds – Wetland and Woodland Review (JSP25-23)

Dear Dan,

Merjent, Inc. (Merjent) completed an on-site inspection and conducted a review of the submitted *Letter of no Finding* prepared by Davey Resources Group (DRG; date June 26, 2025). The area reviewed is located at the northeast corner of the intersection of Wixom Road and 10 Mile Road and is identified by two different parcel numbers (50-22-20-301-025 and 50-22-20-301-043) in the City of Novi (City) records, in Section 20 of the City (site). The on-site inspection was to verify the absence of wetlands and the accuracy of the provided tree survey.

Published Data

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

- ☐ City-regulated wetlands, as identified on the City of Novi interactive map website. Note that both wetland and property limits depicted on the City's map are considered approximations (**Figure 1**).
- ☐ Wetlands that are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- ☒ Wetlands as identified on National Wetland Inventory (NWI) and Michigan Resource Inventory System (MIRIS) maps, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment A**). NWI and MIRIS wetlands are identified by the associated governmental bodies' interpretation of topographic data and aerial photographs.
- ☒ Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment A**).
- ☒ City-regulated woodlands, as identified on the City of Novi interactive map website. Note that both woodland and property limits depicted on the City's map are considered approximations (**Figure 1**).

Merjent Site Verification

The *Letter of no Finding* depicts the location of 17 trees (larger than eight-inches diameter at breast height) and no wetlands at the site and describes the conditions on-site. Merjent conducted a site visit on September 2, 2025 to evaluate the condition of the site. The observed conditions at the Site generally consisted of a semi-densely populated understory with European buckthorn (*Rhamnus cathartica*) and

typical upland forested habitat seen throughout the City in addition to likely planted species (such as Norway spruce [*Picea abies*]). Due to the U.S. Army Corps of Engineers National Wetland Plant List Rating for European buckthorn being facultative (FAC; 50% likely in wetland 50% likely in upland), this can make identifying wetlands dominated by this vegetation difficult.

Merjent additionally reviewed the forested area north of the existing daycare center to compare conditions with the southeastern forested site and found no signs of visible wetland hydrology and the understory contained a higher concentration of American pokeweed (*Phytolacca americana*) in more open areas.

Merjent concurs with DRG's *Letter of no Finding* and no wetlands are present on-site. While the site met the dominance test for hydrophytic vegetation, the vegetation community consists of opportunistic plant species such as ash-leaf maple (*Acer negundo*) and European buckthorn (*Rhamnus cathartica*), which is a known problematic wetland/upland vegetation species listed in Chapter 5 of the U.S. Army Corps of Engineers Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2.0). The large presence of upland species, such as Norway spruce (*Picea abies*) and black cherry (*Prunus serotina*), further contributes to the likelihood that this site does not contain a wetland. It should be noted that "Wetland Point #1" likely meets the criteria for Hydric Soil Indicator "Depleted Matrix (F3)" if a deeper hole were excavated as required when sampling soil that could meet hydric soil criteria. However, even with the presence of hydric soil (consistent with mapped soil for the site), **no wetland hydrology was observed**, which is the definitive factor in the determination that a wetland is not present at the site.

Select site photographs are included in **Attachment B**.

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

Sincerely,

Merjent, Inc.



Jason DeMoss, PWS
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Wetland and Woodland Map
Figure 2 – Wetland Boundary Determination Site Visit Map
Attachment A – Wetland Resource Documents
Attachment B – Site Photographs

CC:

Barb McBeth, City of Novi, bmcbeth@cityofnovi.org

Matt Pudlo, Merjent, matt.pudlo@merjent.com

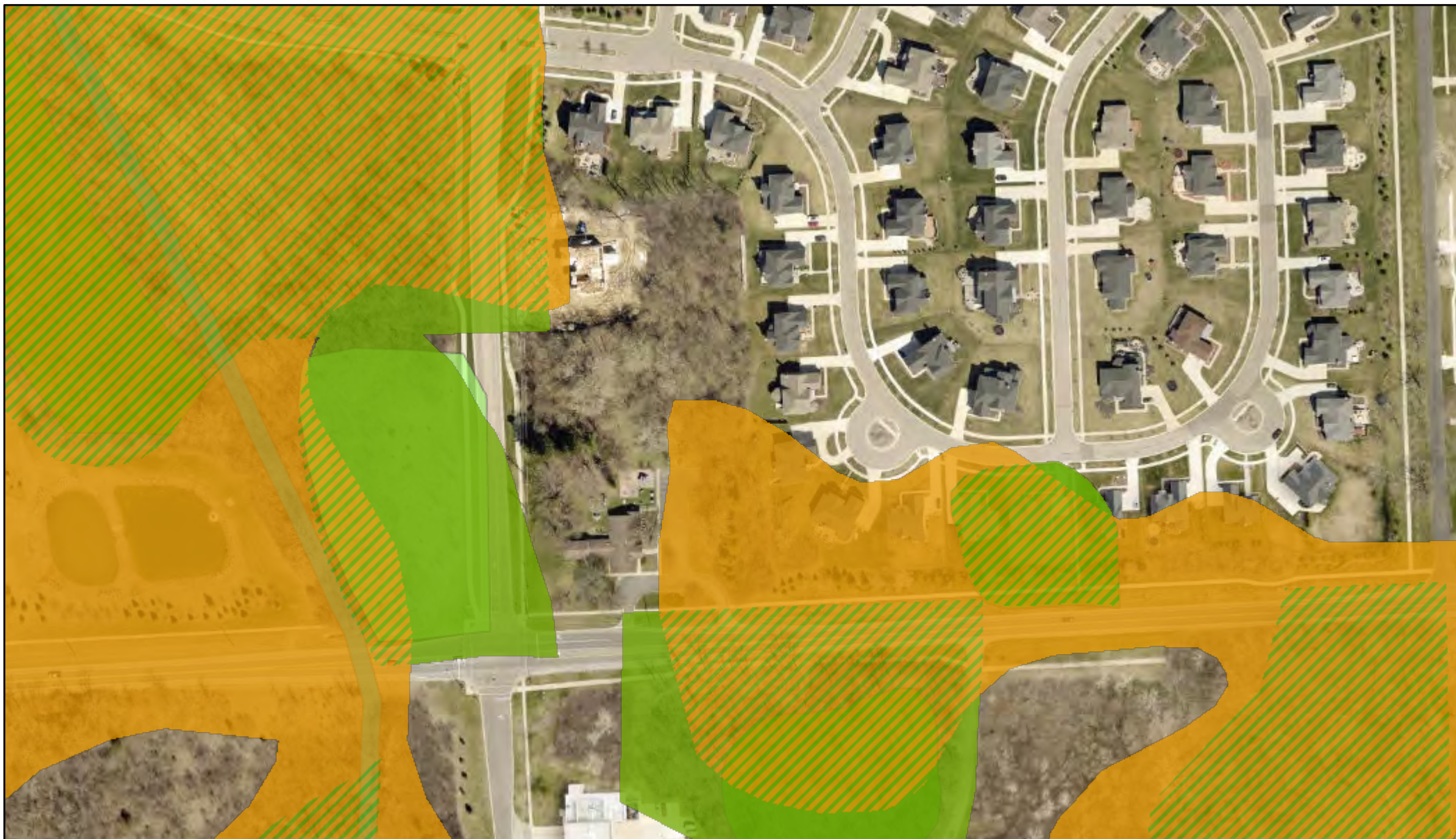
Rick Meader, City of Novi, rmeader@cityofnovi.org

Stacey Choi, City of Novi, schoi@cityofnovi.org



Attachment A
Wetland Resource Document

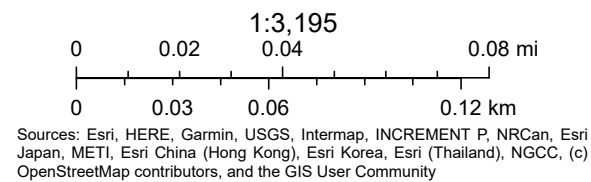
Wetlands Map Viewer



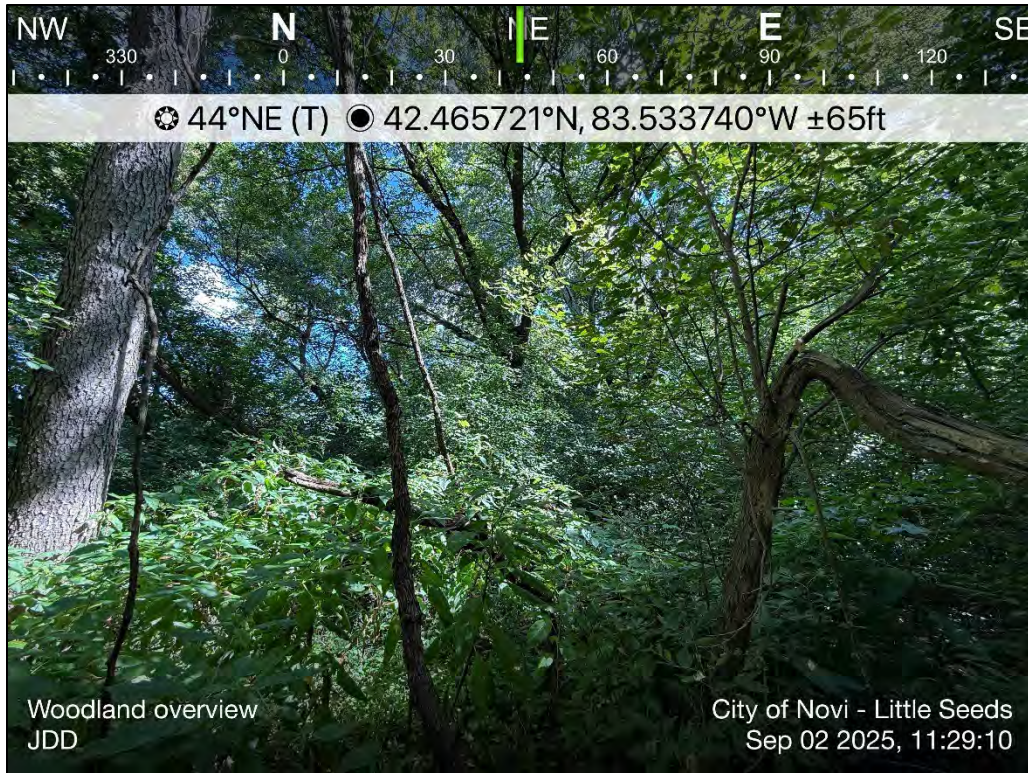
September 2, 2025

Part 303 Final Wetlands Inventory

-  Wetlands as identified on NWI and MIRIS maps
-  Soil areas which include wetland soils
-  Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils



Attachment B
Site Photographs



Overview of northern woodland area with American pokeweed



Woodland overview with European buckthorn

TRAFFIC REVIEW



AECOM
39575 Lewis Dr, Ste. 400
Novi
MI, 48377
USA
aecom.com

Project name:
JSP25-23 Little Seeds Combined Preliminary
and Final Traffic Review

From:
AECOM

Date:
August 26, 2025

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

CC:
Lindsay Bell, Humna Anjum, Diana Shanahan, Dan
Commer, Milad Alesmail, Stacey Choi, Kate Purpura

Memo

Subject: JSP25-23 – Little Seeds Combined Preliminary and Final Traffic Review

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

GENERAL COMMENTS

1. The applicant, Little Seeds Novi, LLC, is proposing updates to the existing building and the addition of six parking spaces.
2. The development is located on the northeast corner of 10 Mile Road and Wixom Road. 10 Mile Road is under the jurisdiction of the Road Commission for Oakland County and Wixom Road is under the jurisdiction of the City of Novi.
3. The site is zoned RA (Residential Acreage).
4. There are no traffic related deviations required at this time.

TRAFFIC IMPACTS

1. AECOM did not perform an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as the building use and footprint are not changing.
2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	Justification
None	N/A

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are

listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

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

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii O Figure IX.3	-	N/A	No changes proposed.
2	Driveway Width O Figure IX.3	-	N/A	No changes proposed.
3	Driveway Taper O Figure IX.11	-	N/A	No changes proposed.
3a	Taper length			
3b	Tangent			
4	Emergency Access O 11-194.a.19	-	N/A	No changes proposed.
5	Driveway sight distance O Figure VIII-E	-	N/A	No changes proposed.
6	Driveway spacing	-	N/A	No changes proposed.
6a	Same-side O 11.216.d.1.d			
6b	Opposite side O 11.216.d.1.e			
7	External coordination (Road agency)	-	N/A	No changes proposed.
8	External Sidewalk Master Plan & EDM	-	N/A	No changes proposed.
9	Sidewalk Ramps EDM 7.4 & R-28-K	-	N/A	No changes proposed.
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	-	N/A	No changes proposed.
12	Trash receptacle ZO 5.4.4	Existing on north end of site	N/A	No changes proposed.
13	Emergency Vehicle Access	-	N/A	No changes proposed.
14	Maneuvering Lane ZO 5.3.2	24'	Met	
15	End islands ZO 5.3.12			Matching existing island.
15a	Adjacent to a travel way	-	N/A	
15b	Internal to parking bays	-	N/A	
16	Parking spaces ZO 5.2.12	Proposing 6 additional spaces		See Planning review letter.
17	Adjacent parking spaces ZO 5.5.3.C.ii.i	<15 spaces in one bay without an island	Met	
18	Parking space length ZO 5.3.2	19'	Met	
19	Parking space Width ZO 5.3.2	9'	Met	
20	Parking space front curb height ZO 5.3.2	6" proposed	Met	
21	Accessible parking – number ADA	1 existing, 1 proposed	Met	

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
22	Accessible parking – size ADA	Dimensioned with 8' aisle	Met	Meets existing 18' length.
23	Number of Van-accessible space ADA	1 existing	N/A	No changes proposed.
24	Bicycle parking			
24a	Requirement ZO 5.16.1	3 provided, 2 required	Met	
24b	Location ZO 5.16.1	Along existing sidewalk	Met	
24c	Clear path from Street ZO 5.16.1	Not indicated	Inconclusive	It appears the existing sidewalk is 5' wide, a 6' clear path is required. The applicant should verify with the City if an administrative waiver is required.
24d	Height of rack ZO 5.16.5.B	Not indicated	Not Met	3' height required.
24e	Other (Covered / Layout) ZO 5.16.1 Text Amendment 18.301	Indicated	Met	
25	Sidewalk – min 5' wide Master Plan	-	N/A	No changes proposed.
26	Sidewalk ramps EDM 7.4 & R-28-K	-	N/A	No changes proposed.
27	Sidewalk – distance back of curb EDM 7.4	-	N/A	No changes proposed.
28	Cul-De-Sac O Figure VIII-F	-	N/A	
29	EyeBrow O Figure VIII-G	-	N/A	
30	Turnaround ZO 5.10	-	N/A	
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes MMUTCD	Indicated	Met	
33	Signing table: quantities and sizes	Indicated	Partially Met	The table lists a quantity of 2 each of the R7-8 and R7-8p signs, but the site plan only indicates 1 proposed R7-8 sign. The existing R7-8/R7-8p signs remain per the site plan.
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Indicated	Met	
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	Indicated	Met	
36	Sign bottom height of 7' from final grade MMUTCD	Indicated	Met	

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign MMUTCD	Indicated	Met	
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Indicated	Met	
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Indicated	Met	
40	Parking space striping notes	Indicated	Met	
41	The international symbol for accessibility pavement markings ADA	Indicated	Met	
42	Crosswalk pavement marking detail	-	N/A	
43	Any Other Comments:			

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

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

Sincerely,

AECOM



Paula K. Johnson, PE
Senior Transportation Engineer



Saumil Shah, PE
Project Manager

FIRE REVIEW



August 12, 2025

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

CITY COUNCIL

Mayor

Justin Fischer

Mayor Pro Tem

Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

RE: Little Seeds – 49700 Ten Mile Rd.

PSP#24-25-036

JSP25-23

Project Description:

Parking Lot improvements and expansion on site.

City Manager

Victor Cardenas

Comments:

None

Director of Public Safety

Chief of Police

Erick W. Zinser

Recommendation:

The Fire Department do NOT have any objections at this time.

Fire Chief

John B. Martin

Assistant Chief of Police

Scott R. Baetens

Sincerely,

Assistant Fire Chief

Todd Seog

Andrew Copeland – Fire Marshal
City of Novi Fire Department

cc: file

Novi Public Safety Administration

45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

RESPONSE LETTER

September 25, 2025

Mr. Dan Commer, Planner
City of Novi
45175 W. Ten Mile Road
Novi, Michigan 48375

Re: **Little Seeds Parking Lot Expansion – Preliminary/Final Site Plan Submittal (JSP25-23)**

Dear Mr. Commer:

In response to the Planning Review comments and in accordance with your staff review dated August 29, 2025, we offer the following comments in response. The comment numbers shown below correspond to the comments contained in your staff review letter where applicable.

PLANNING REVIEW LETTER (dated August 29, 2025) – Ordinance Requirements:

1. Day Care Use Standards: We are requesting a change in the number of students at the facility from 72 students to 75 students to be compliant with the requirements of the new ordinance standards.
2. Lighting and Photometric Plan: We understand that the city would support the existing lighting (previously permitted by the city) conditioned on providing evidence of proper illumination at all building entrances and along all existing sidewalks. Photographs will be provided as part of the revised final site plan submittal.
3. Noise Impact Statement: We will be requesting a waiver from Planning Commission for the noise impact statement requirement.
4. Number of Parking Spaces: Please see the floor plans included with this submittal. It is noted that this is a condition of the Special Land Use Request.
5. Bicycle Parking Facility Layout: We are requesting a waiver for this requirement due to the existing 5-foot-wide pathway that is present leading to the bicycle parking facility.
6. No Revision Façade Affidavit: There are no changes proposed to the existing exterior of the building as part of this project. A no revision façade affidavit was previously submitted in the original site plan submittal.

PLANNING REVIEW CHART (dated August 29, 2025):

1. Uses Permitted: It is understood that the proposed development will meet the requirements of the amended ordinance. It is further understood that Special Land Use approval will be required from Planning Commission.
2. Number of Children: We are requesting a change in the number of students at the facility from 72 students to 75 students to be compliant with the requirements of the new ordinance standards.
3. Outside Recreation Area: Note #2 has been revised to reflect 75 children to be consistent with the number of students being proposed.

4. Façade Combability with Surrounding Residential: There are no changes proposed to the existing exterior of the building as part of this project.
5. Noise Impact Statement: We will be requesting a waiver from Planning Commission for the noise impact statement requirement.
6. Number of Parking Spaces: Please see the floor plans included with this submittal. It is noted that this is a condition of the Special Land Use Request. The proposed parking spaces will result in an adequate number of parking spaces per the ordinance requirements.
7. Bicycle Parking Facilities: We are requesting a waiver for this requirement due to the existing 5-foot wide pathway that is present leading to the bicycle parking facility.
 - a. A dimension has been added to the plans indicating the minimum height of the bicycle rack will be 3-feet.
8. Lighting and Photometric Plan: We understand that the city would support the existing lighting (previously permitted by the city) conditioned on providing evidence of proper illumination at all building entrances and along all existing sidewalks. Photographs will be provided as part of the revised final site plan submittal.

ENGINEERING REVIEW (DATED August 22, 2025):

The comment numbers shown below correspond to the comments contained in the Engineering Review letter where applicable.

General:

1. The elevation of benchmark #3021 has been corrected.
2. It is understood that dedication of the 60-foot half-width Right-of-Way is not required as part of this PSP/FSP application. The property owner does not wish to make the R.O.W. dedication at this time.
3. The proposed end island will remain 19 feet long, same as the stalls, to match the existing end islands present in the parking lot.
4. A note has been added to the plans instructing the contractor to clean up and regrade the area behind the existing curb to promote positive runoff in the direction shown on the plans.

Soil Erosion and Sediment Control:

5. It is noted that no SESC permit will be required due to the size of the disturbed area. However, silt fence and tree fence locations are shown on the plans and will be installed and maintained by the contractor as required.

LANDSCAPE REVIEW LETTER (DATED August 11, 2025):

Adjacent to Residential - Buffer:

1. We are requesting a waiver for the requirement of providing a berm from the residential developments along the north and east sides of the proposed project. This is an existing condition.

Adjacent to Public Right-of-Way - Buffer:

3. We are requesting a waiver for the requirement of providing a berm from the 10 Mile Road R.O.W. Instead of providing a berm along the R.O.W., a row of shrubs will be provided along the proposed parking spaces for screening as requested.
4. We are requesting a waiver for the minor deficiencies in greenbelt landscaping as this is an existing condition.

Parking Lot Landscaping:

1. An additional tree has been proposed near the south side of the new parking spaces to eliminate the need for a waiver for this requirement.

LANDSCAPE REVIEW SUMMARY CHART (dated August 11, 2025):

1. Existing Plant Material. Existing Woodlands or Wetlands: The tree protection fencing has been extended to protect all existing trees east of the parking lot.
 - a. The existing tree in the island on the west side of the parking lot has been added to the plans.
2. Soil Types: A soil map has been added to sheet C2 of the set.
3. Berm Requirements (Residential): We are requesting a waiver for the requirement of providing a berm from the residential developments along the north and east sides of the proposed project.
4. Berm Requirements (R.O.W.): We are requesting a waiver for the requirement of providing a berm from the 10 Mile Road R.O.W. Instead of providing a berm along the R.O.W., a row of shrubs will be provided along the proposed parking spaces for screening.
5. Canopy Deciduous or Large Evergreen Trees: We are requesting a waiver for the minor deficiencies in greenbelt landscaping as this is an existing condition.
6. Curb and Parking Stall Reduction: The parking bays have not been shortened to be consistent with existing parking stalls on the property.
7. Parking Lot Perimeter Trees: An additional tree has been proposed near the south side of the new parking spaces to eliminate the need for a waiver for this requirement.
8. Transformers/Utility Boxes: There are no new transformers being proposed as part of this project. All existing transformers are shown on the plan. A note has been added to sheet C3 to clarify this. The existing transformer is already screened with bushes.
9. Phragmites Control: A note has been added to sheet C3 indicating that any Phragmites or Japanese Knotweed found on the site will need to be completely removed.
10. Irrigation Plan: There is no existing irrigation system on site and no system proposed as part of this project. A note has been added to sheet C3 indicating that tree bags will be utilized for watering the proposed trees.
11. Cost Estimate: Mulch and seed items have been added to the cost estimate with unit prices as indicated.
12. Tree Protection Fencing: Tree protection fencing has been extended to protect all trees in the project's vicinity.

MERJENT WETLAND AND WOODLAND REVIEW LETTER (dated September 2, 2025):

1. It is noted that Merjent concurs with Davey Resource Group's Letter of No Finding that there are no wetlands present on-site.

AECOM REVIEW LETTER (DATED June 27, 2025):

The comment numbers shown below correspond to the comments contained in the AECOM Review letter where applicable.

Traffic Review:

- 24c. We are requesting a waiver for this requirement due to the existing 5-foot wide pathway that is present leading to the bicycle parking facility.
- 24d. A dimension has been added to the plans indicating the minimum height of the bicycle rack will be 3-feet.
33. The quantity table has been updated to indicate that only one new barrier-free parking sign will be installed. The existing sign will remain in place.

REQUESTED WAIVERS:

1. Section 4.12.B.vii – A waiver is requested for the Noise Impact Analysis/Statement requirement of the ordinance.
2. Section 5.16.5.A.-E, Section 5.16.6 – A waiver is requested for the requirement of a 6' clear path to any bicycle parking facilities. The proposed bicycle parking facility is located adjacent to an existing 5-foot pathway that already exists on-site.
3. Section 5.5.3.A – A waiver is requested for the requirement of a berm to be provided between the project site and adjacent residential areas.
4. Section 5.5.3.A – A waiver is requested for the requirement of providing a berm from the 10 Mile Road R.O.W. Instead of providing a berm along the R.O.W., a row of shrubs will be provided along the proposed parking spaces for screening.
5. Section 5.5.3.A – A waiver is requested for the minor deficiencies in greenbelt landscaping as this is an existing condition.

If you have any questions regarding the Revised Preliminary Site Plan or the response comments above, please feel free to contact me at 734.383.4125 or by email at anthonyt@skl-eng.com.

Very truly yours,

SEIBER KEAST LEHNER, INC.



Anthony Truesdell, P.E.

Enclosures



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ATTORNEY AT LAW

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(248) 321-2820

September 30, 2025

Novi Planning Commission
Novi City Hall
45175 West 10 Mile Road
Novi, MI 48375

Re: Little Seeds
49700 W. 10 Mile Road

Dear Planning Commissioners:

I am writing on behalf of Little Seeds, which has operated a child care development center at this site since 2022. The prior owner started the center at this location 30 years ago. Little Seeds is seeking Site Plan and Special Use Approvals to expand its services from 60 to 75 children.

Little Seeds wishes to thank the Planning Commission in supporting its request to amend the applicable Ordinance to allow service expansion. Little Seeds greatly appreciates this support for its small business.

Little Seeds is making very modest requests with respect to its site plan. The building footprint, square footage and exterior façade are not being changed. Six parking spaces are being added to the site. Additional landscaping is being provided. Several minor waivers are being requested by Little Seeds as part of its request.

Your approval will allow Little Seeds to meet continuing market demand. Novi is the residence of choice for many families. The need for licensed child care center services assists many families who move to Novi from another state or country and do not have a "support structure" to help them with their young children. Quality child care, as

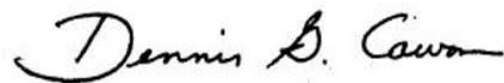
provided by businesses in Novi such as Little Seeds, will continue to be an attractive feature for families moving to the City.

Attached is Little Seeds' Compliance with Special Use Standards as stated in Ordinance Section 6.1.2.C (i to vii.) Little Seeds believes it meets or exceeds all the Special Use criteria.

Little Seeds respectfully requests the Planning Commission to grant Site Plan and Special Land use approvals, along with the 5 waivers as detailed in the September 25 letter of the project engineer, Sieber Keast Lehner, Inc.

We look forward to attending the October 8th meeting of the Planning Commission and continue to positive dialogue with you.

Sincerely,

A handwritten signature in black ink that reads "Dennis G. Cowan". The signature is written in a cursive, flowing style.

Dennis G. Cowan

dennis@denniscowanpc.com

(248) 321-2820

cc: Angie Altai
Robert Emerine
Barbara McBeth
Daniel Commer

DGC/dam