



HOME 2 SUITES JSP 22-56

HOME 2 SUITES AT ADELL CENTER JSP 22-56

Consideration at the request of Novi Elite Hospitality, LLC for Planning Commission's approval of Preliminary Site Plan and Storm Water Management plan. The applicant is proposing a 5-story hotel with 141 rooms on Unit 5 of the Adell Center Development located north of Grand River Avenue and west of Novi Road. The site plan proposes associated parking and other site improvements. The subject property zoned TC Town Center is part of the Planned Rezoning Overlay (PRO) for Adell Center.

The PRO agreement was approved by City Council at their October 22, 2018 meeting. An amendment to the PRO agreement was approved on June 17, 2019. This project is subject to conditions of the PRO agreement and the amendment.

Required Action

Approval or denial of the Preliminary Site Plan and Storm Water Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	12.13.22	<ul style="list-style-type: none"> • Consistent with approved PRO concept plan • Waiver to allow a reduction in minimum square footage for loading area; • Additional items to be addressed with Final Site Plan
Engineering	Approval recommended	12.12.22	<ul style="list-style-type: none"> • Additional items to be addressed with Final Site Plan
Landscaping	Approval recommended	11.28.22	<ul style="list-style-type: none"> • Waiver to allow parking to exceed 15 spaces without landscaped island in one location; (Supported) • Waiver to allow alternate placement of a portion of the building foundation landscaping; (Supported) • Additional items to be addressed with Final Site Plan
Wetland	Approval recommended	12.15.22	<ul style="list-style-type: none"> • Wetland buffer impacts have been avoided.
Traffic	Approval recommended	12.14.22	<ul style="list-style-type: none"> • Additional items to be addressed with revised Final Site Plan
Façade	Approval recommended	12.9.22	<ul style="list-style-type: none"> • Appears to be in full compliance with the Façade Ordinance
Fire	Approval not recommended	12.1.22	<ul style="list-style-type: none"> • Additional hydrant or spacing adjustment required to provide coverage • Additional items to be addressed with Final Site Plan

Motion sheet

Approval – Preliminary Site Plan

In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to approve the Preliminary Site Plan based on and subject to the following:

1. The following items are subject to Planning Commission's approval at the time of Preliminary Site Plan approval, as noted in the PRO agreement:
 - a. Landscape waiver from Section 5.5.3.D. to allow some of the building foundation landscaping to be located away from the building foundation, *because the alternate location is still located in close proximity to the building entrance*, which is hereby granted.
 - b. Landscape waiver from Section 5.5.3.C. to allow a total of 17 parking spaces without a landscaped island, *as the island provided contains the main pedestrian sidewalk into the site leaving no room for a tree*, which is hereby granted.
 - c. Planning waiver to allow for reduction of minimum required loading area (approximately 2,490 sf required, 204 sf provided) based on the largest truck information the applicant has provided, which is hereby granted.
2. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan;
3. At the time of final site plan review hydrant spacing shall comply with the Fire safety requirements.
4. Compliance with the terms and conditions of the Adell Center PRO Agreement, as amended.
5. *(additional conditions here if any).*

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

-AND-

Approval – Stormwater Management Plan

In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to approve the Stormwater Management Plan based on and subject to the following:

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

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

- OR -

Denial – Preliminary Site Plan

In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to deny the Preliminary Site Plan ... *(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

-AND-

Denial – Stormwater Management Plan

In the matter of request of Novi Elite Hospitality, LLC, for the Home2 Suites JSP22-56, motion to deny the Stormwater Management Plan ...*(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.*

MAPS

Location

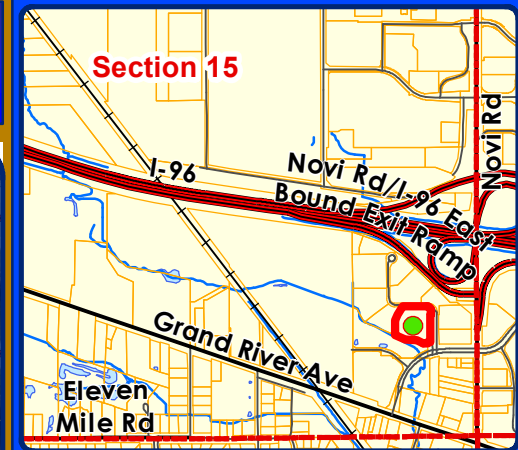
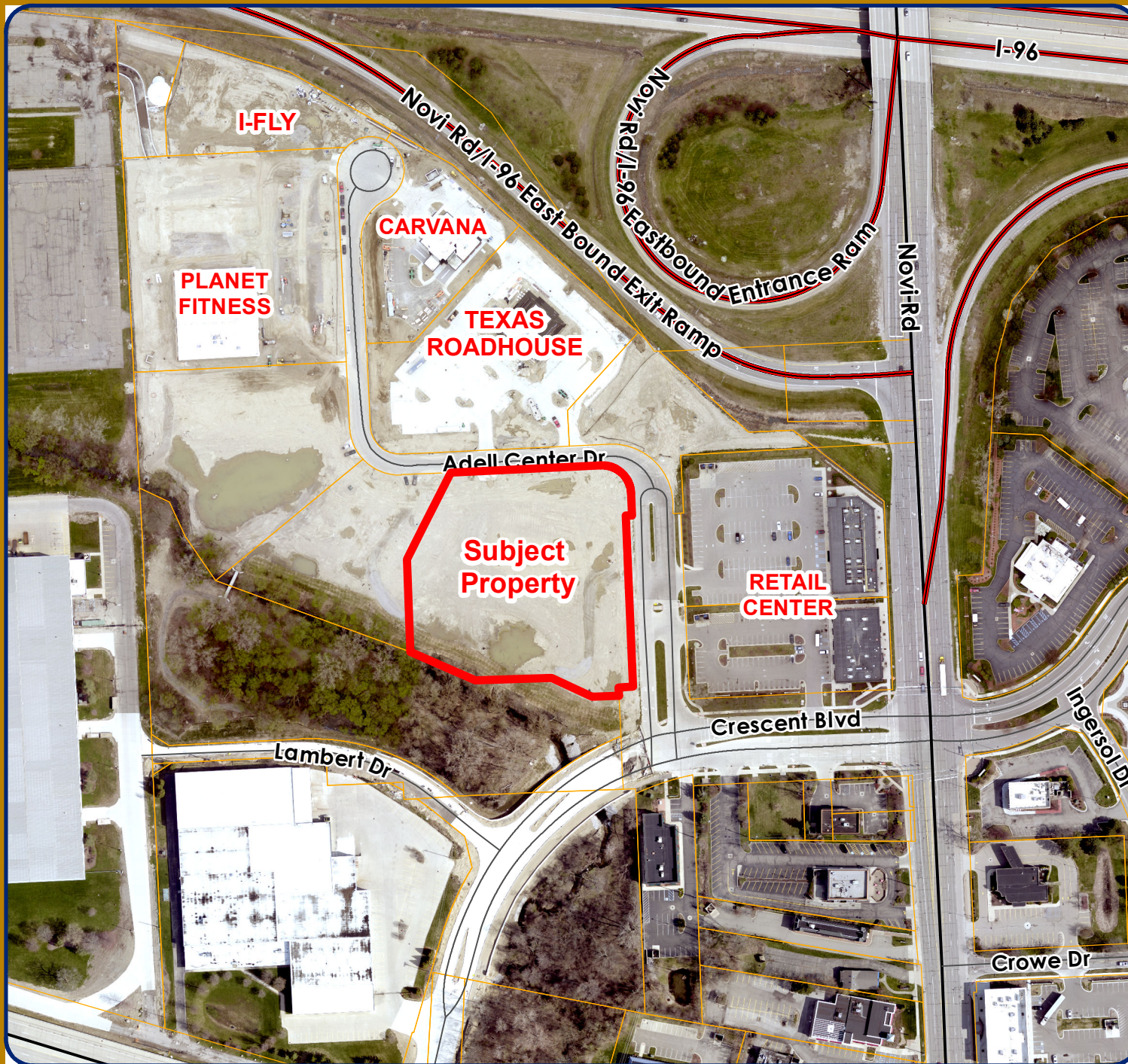
Zoning

Future Land Use


Natural Features

JSP22-56 HOME 2 SUITES

LOCATION



LEGEND

 Subject Property



City of Novi

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

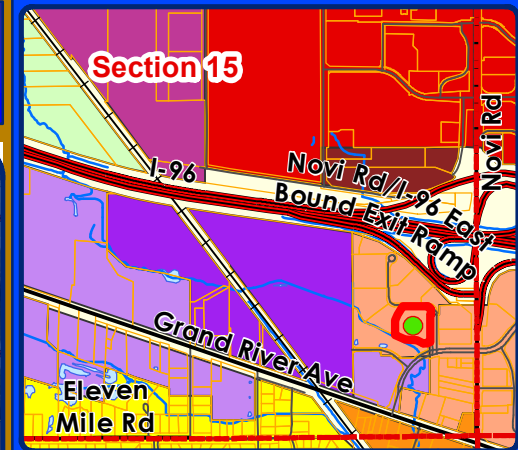
Map Author: Lindsay Bell
Date: 12/28/22
Project: HOME 2 SUITES
Version #: 1



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.

JSP22-56 HOME 2 SUITES ZONING



LEGEND

- R-A: Residential Acreage
- R-4: One-Family Residential District
- C: Conference District
- I-1: Light Industrial District
- I-2: General Industrial District
- OST: Office Service Technology
- RC: Regional Center District
- TC: Town Center District
- TC-1: Town Center -1 District
- Subject Property



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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Feet

0 55 110 220 330

1 inch = 250 feet

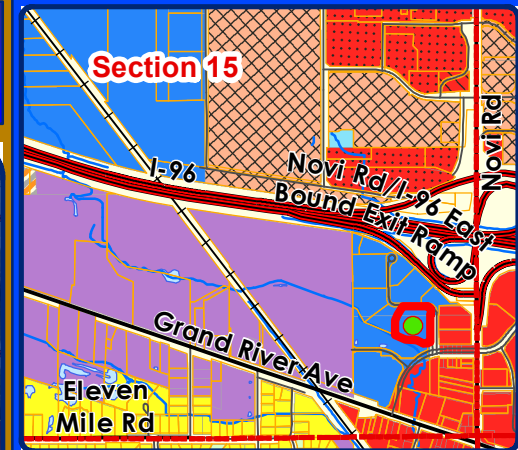
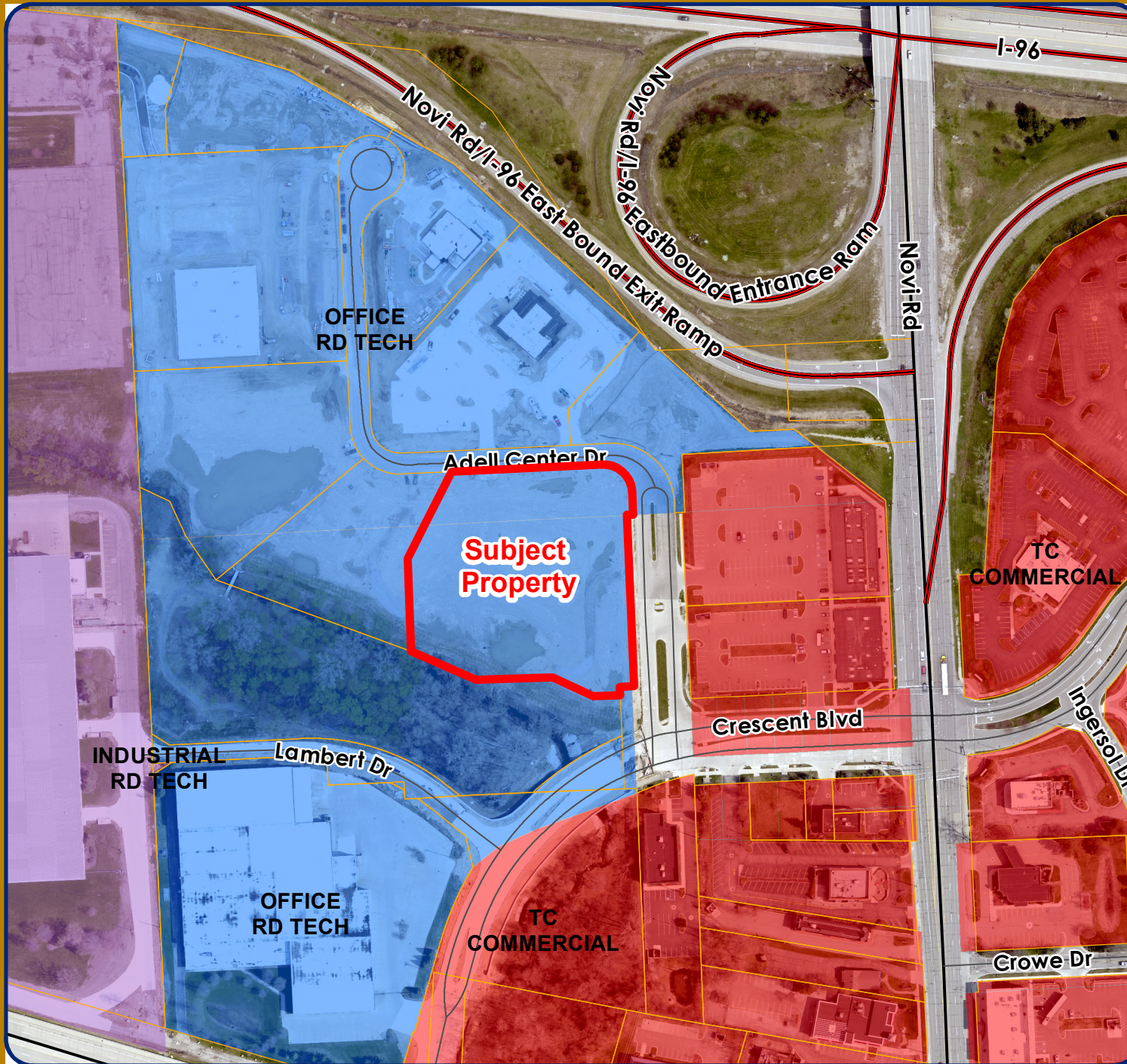


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JSP22-56 HOME 2 SUITES

FUTURE LAND USE



LEGEND

- Single Family
- Office Research Development Technology
- Industrial Research Development Technology
- Regional Commercial
- City West
- TC Commercial
- TC Gateway
- PD2
- Public
- Private Park
- Subject Property



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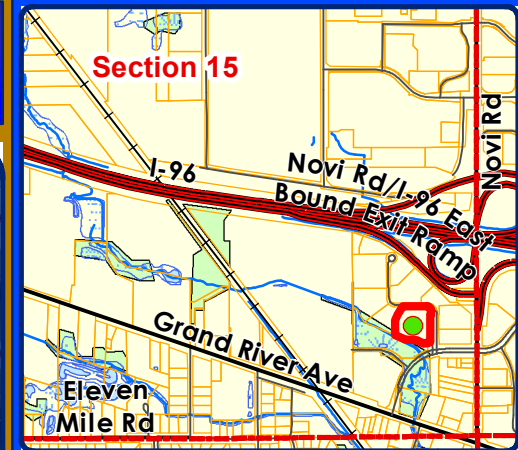
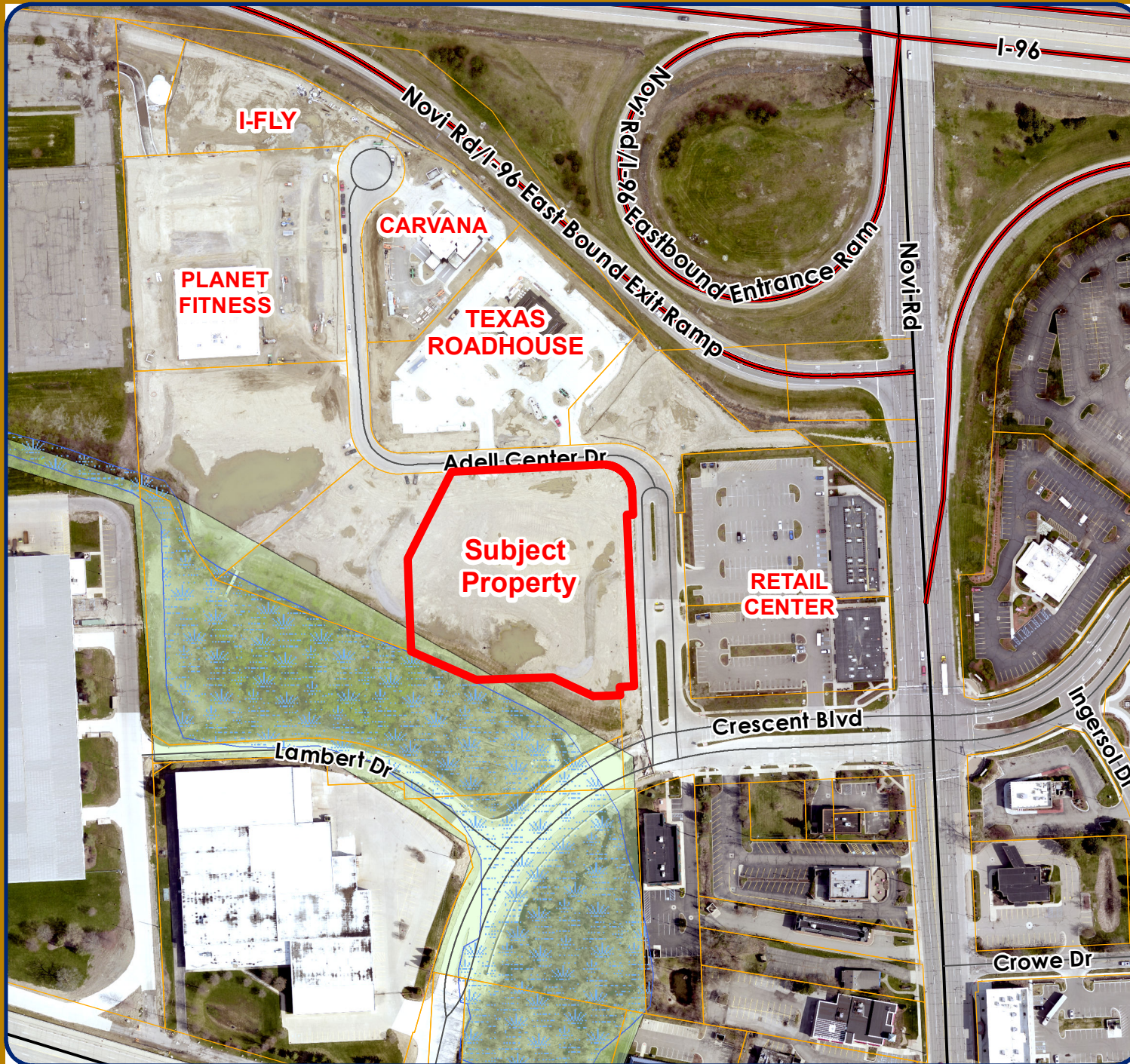


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JSP22-56 HOME 2 SUITES

NATURAL FEATURES



- LEGEND**
-  WETLANDS
 -  WOODLANDS
 -  Subject Property



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SITE PLAN

(Full set of drawings available for viewing at the Community Development Department)



LOCATION MAP (1"=4000' ±)

SITE INFORMATION

RE-ZONING: TOWN CENTER (TC)
 UNIT DATA: ADELL CENTER PRO - UNIT 5
 SITE AREA = 3.0 ACRES (GROSS) = 130,680 S.F.
 BUILDING DATA: GROSS FLOOR AREA = 19,658 S.F.
 BUILDING HEIGHT = 60'-0" HIGHEST PARAPET
 PERMITTED HEIGHT = 5-STORIES OR 65'-FEET
 BUILDING/LOT COVERAGE = 19,658 / 130,680 = 15.0%
 OPERATIONAL DATA: NUMBER OF EMPLOYEES IN LARGEST SHIFT: 8
 NUMBER OF EMPLOYEES TOTAL: 18 (3 SHIFTS)
 TOTAL COST OF BUILDING & SITE IMPROVEMENTS: 8 MILLION
 CONSTRUCTION JOBS: 100 (APPROXIMATELY)
 TOTAL EMPLOYEES: 25 (APPROXIMATELY)
 LOADING ZONE: DEDICATED LOADING ZONE IS LOCATED IN THE REAR OF THE BUILDING. THERE IS NO RESTAURANT AND ONLY CONTINENTAL BREAKFAST IS SERVED, THEREFORE FOOD SERVICE DELIVERIES ARE ONLY REQUIRED ON A WEEKLY BASIS. LAUNDRY SERVICES ARE NEEDED ON A BI-WEEKLY BASIS. DELIVERY TIMES ARE COORDINATED WITH NON-PEAK GUEST HOURS. TYPICAL DELIVERY TRUCKS ARE "BOX TRUCKS" THAT ARE OF SIMILAR SIZE TO UPS TRUCKS AND CAN UTILIZE STANDARD PARKING SPACE. DEVIATION FROM SECTION 3.27.1H IS REQUESTED.

PARKING DATA:

REQUIRED: 0.85 SPACE PER ROOM + 1 SPACE PER EMPLOYEE IN LARGEST SHIFT
 ROOMS = 141
 NUMBER OF EMPLOYEES IN LARGEST SHIFT: 12
 NUMBER OF EMPLOYEES IN OVERNIGHT SHIFT: 2
 REQUIRED = (141 * 0.85) + 12 = 132 SPACES
 PROVIDED: STANDARD SPACES = 127
 BARRIER FREE SPACES = 5
 TOTAL = 132 SPACES
 OPEN AREA REQUIRED: 30 S.F. PER ROOM
 REQUIRED = 141 * 30 = 4230 S.F.
 PROVIDED: OPEN AREA = 531 + 522 + 1868 + 1633
 OPEN AREA = 4554 S.F.

BICYCLE PARKING DATA:

REQUIRED = 4
 PROVIDED = 6

PAVEMENT INFORMATION

	BITUMINOUS PAVEMENT
	CONCRETE PAVEMENT
	STAMPED CONCRETE PAVEMENT
	4" CURB ADJACENT TO 17" PARKING

CONCRETE CURB & GUTTER SHALL FOLLOW CITY OF NOVI DETAIL 7D WITH "M" = 1'-6"

PRIVATE PAVING QUANTITIES

BITUMINOUS PAVEMENT	=	51,282 S.F.
CONCRETE WALK	=	6,533 S.F.
STAMPED CONCRETE	=	1,242 S.F.
4" CONCRETE CURB	=	1,026 L.F.
6" CONCRETE CURB	=	1,887 L.F.

QUANTITIES PROVIDED FOR APPROVAL/PERMIT PURPOSES ONLY AND ACTUAL QUANTITIES ARE THE RESPONSIBILITY OF THE CONTRACTOR(S).

LEGAL DESCRIPTION

PROPERTY IN THE CITY OF NOVI, COUNTY OF OAKLAND AND STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:
 UNIT NO. 5, ADELL CENTER, A CONDOMINIUM ACCORDING TO THE MASTER DEED RECORDED IN LIBER 52318, PAGE 378, OAKLAND COUNTY RECORDS, AND DESIGNATED AS OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NUMBER 2254, AND ANY AMENDMENTS THERETO, TOGETHER WITH RIGHTS IN THE GENERAL COMMON ELEMENTS AND THE LIMITED COMMON ELEMENTS AS SET FORTH IN AFOREMENTIONED MASTER DEED AND AS DESCRIBED IN ACT 59 OF PUBLIC ACTS OF MICHIGAN OF 1978, AS AMENDED.
 PARCEL IDENTIFICATION NO: 22-15-478-005
 26625 ADELL CENTER DRIVE

GENERAL NOTES

- REFER TO ARCHITECTURAL PLANS TO VERIFY BUILDING DIMENSIONS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING MISS-DIG AT 1-800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
- THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIAL. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
- DIMENSIONS ARE TO FACE OF CURB, OUTSIDE FACE OF BUILDING, EDGE OF PAVEMENT, CENTER OF STRUCTURE OR OTHERWISE INDICATED.
- ALL PAVING MATERIALS AND OPERATIONS SHALL BE IN CONFORMANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.
- PARKING STALL SPACES TO BE 4" SOLID WHITE PAINT STRIPES. HANDICAP PARKING TO BE 4" SOLID BLUE PAINT STRIPES W/ BARRIER FREE STRIPING OF 4" SOLID BLUE @ 2" O.C. ON 45° ANGLE.
- FROM REVIEW OF THE CITY OF NOVI WOODLAND MAP, IT DOES NOT APPEAR THAT REGULATED WOODLANDS EXIST ON THE SITE.
- FROM REVIEW OF THE CITY OF NOVI WETLANDS MAP, IT DOES APPEAR THAT REGULATED WETLANDS EXIST ON THE SITE.
- ALL WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 35 TONS ARE TO BE PROVIDED FOR FIRE APPARATUS PRIOR TO CONSTRUCTION OF FOUNDATION.
- THE BUILDING ADDRESS SHALL BE POSTED FACING THE STREET THROUGHOUT CONSTRUCTION. THE ADDRESS SHALL BE AT LEAST 3 INCHES HIGH ON A CONTRASTING BACKGROUND.
- ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
- A CITY OF NOVI RIGHT-OF-WAY PERMIT IS REQUIRED FOR WORK WITHIN ANY PUBLIC ROAD RIGHT-OF-WAY AND/OR CITY EASEMENT.
- DETECTABLE WARNING PLATES ARE REQUIRED AT ALL BARRIER FREE RAMPS, HAZARDOUS VEHICULAR CROSSINGS AND OTHER AREAS WHERE THE SIDEWALK IS FLUSH WITH THE ADJACENT DRIVE OR PARKING PAVEMENT. THE BARRIER-FREE RAMPS SHALL COMPLY WITH CURRENT MOOT SPECIFICATIONS FOR ADA SIDEWALK RAMPS. CONTRACTOR SHALL PROVIDE THE MOST CURRENT APPROVED MOOT DETECTABLE SURFACES.
- WHERE A STANDARD SPACE IS ADJACENT TO AN ACCESSIBLE SPACE, ABUTTING BLUE AND WHITE STRIPES SHALL BE INSTALLED.

CITY OF NOVI SIGNAGE NOTES

- SINGLE SIGNS WITH NOMINAL DIMENSIONS OF 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED 2LB U-CHANNEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSION GREATER THAN 12"x18" SHALL BE MOUNTED ON A GALVANIZED 3LB OR GREATER U-CHANNEL POST AS DICTATED BY THE WEIGHT OF THE PROPOSED SIGNS.
- THE SIGN SHALL BE MOUNTED 7- FEET FROM FINAL GRADE FOR ALL SIGNS INSTALLED.
- ALL SIGNAGE SHALL BE PLACED 2- FEET FROM THE FACE OF THE CURB OR EDGE OF THE NEAREST SIDEWALK TO THE NEAR EDGE OF THE SIGN.
- TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
- TRAFFIC CONTROL SIGNS SHALL HAVE HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.

TRAFFIC CONTROL SIGN TABLE

DESCRIPTION	MMUTCD	QUANTITY	SIZE
HANDICAP	R7-8	5	12x18
HANDICAP (VAN)	R7-8P	2	18x9
STOP SIGN	R1-1	2	30x30

NOTES:
 1. ALL TRAFFIC SIGNAGE SHALL COMPLY WITH THE CURRENT MMUTCD STANDARDS.
 2. A R7-8 SHALL ALWAYS BE PLACED WITH THE R7-8P SIGN.

TRIUMPH
 Triumph Engineering & Design, Inc.
 10775 S. SAGINAW ST. SUITE D
 GRAND BLANC, MI 48439
 (PH) 810.584.7364
 (F) 810.584.7362
 PREPARED UNDER THE DIRECTION OF:
 ANDREW ANDRE, P.E.
 MI #47380
 APPLICANT:
 NOVI ELITE HOSPITALITY, LLC
 2600 AUBURN ROAD, SUITE 240
 AUBURN HILLS, MI 48326
 PH 248-419-5551
 FX 248-553-4218

HOME2
 SUITES BY HILTON
 ADELL CENTER - 26625 ADELL CENTER DRIVE
 CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

HOME2
 SUITES BY HILTON

ISSUED FOR DATE

PRE-APPLICATION	01/30/20
FINAL SPA	04/29/20
FINAL SPA	11/08/22

DATE: _____
 DRAWN: ACA
 CHECKED: ACA
 SCALE: 1"=30'
 JOB NO: SD-19-103
 SHEET TITLE: SITE LAYOUT AND PAVING PLAN
 SHEET: **C3.0**

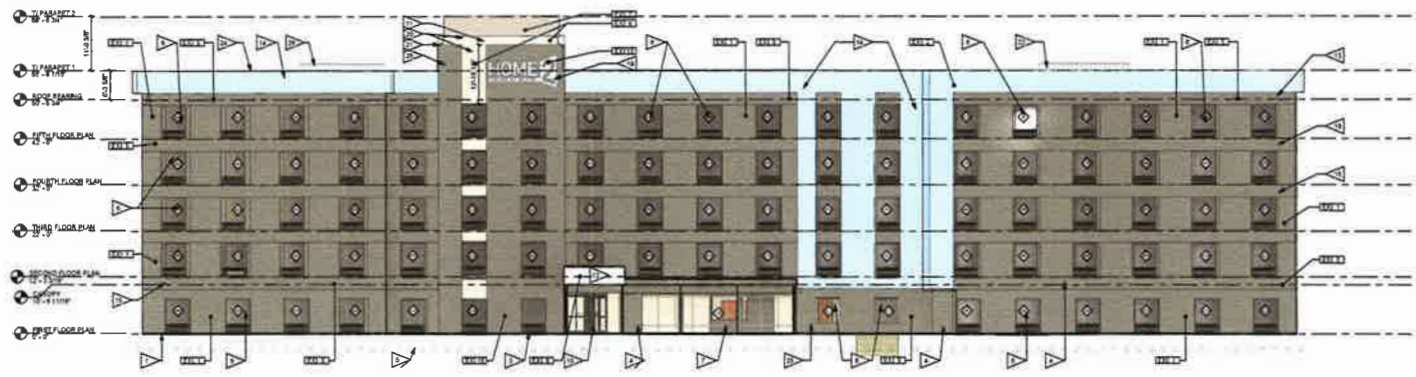
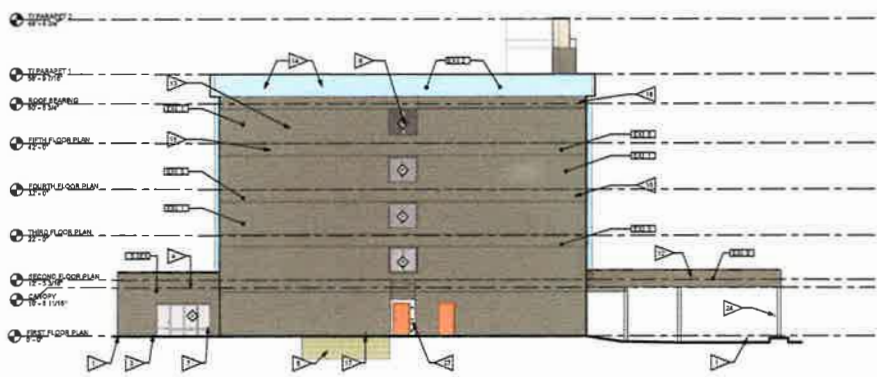
THE LOCATION OF ALL UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE BASED ON RECORDS PROVIDED BY THE UTILITY OWNERS AND VISIBLE EVIDENCE OBTAINED IN THE FIELD. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED TO THE COMPLETENESS OR ACCURACY THEREOF.

811
 Know what's below.
 Call before you dig.
 0' 30' 60' 90'
 SCALE: 1" = 30'

BUILDING ELEVATIONS

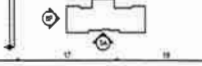
Material	Substrate	Base Coat	Prime Coat	Finish Coat	Finish Thickness
Plaster	1/2"	1/8"	1/8"	1/8"	3/8" (30% Min)
Concrete	1/2"	1/8"	1/8"	1/8"	3/8"
Formed Concrete	1/2"	1/8"	1/8"	1/8"	3/8"
Formed Concrete	1/2"	1/8"	1/8"	1/8"	3/8"
Formed Concrete	1/2"	1/8"	1/8"	1/8"	3/8"

- KEY NOTES**
- 1. FINISHES SHALL BE AS SHOWN UNLESS NOTED OTHERWISE.
 - 2. ALL FINISHES SHALL BE APPLIED TO THE SUBSTRATE AS SHOWN UNLESS NOTED OTHERWISE.
 - 3. ALL FINISHES SHALL BE APPLIED TO THE SUBSTRATE AS SHOWN UNLESS NOTED OTHERWISE.
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 - 20. ALL FINISHES SHALL BE APPLIED TO THE SUBSTRATE AS SHOWN UNLESS NOTED OTHERWISE.



- FINISH KEY**
- 1. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 2. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 3. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 4. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 5. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
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 - 18. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 19. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE
 - 20. 1/2" GYPSUM BOARD WITH 5/8" JOINT COMPOUND AND 1/4" TAPE

- GENERAL NOTES THIS SHEET:**
1. REFER TO SHEET A-5.01 FOR FINISHES AND MATERIALS.
 2. ALL FINISHES SHALL BE APPLIED TO THE SUBSTRATE AS SHOWN UNLESS NOTED OTHERWISE.
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PLANNING REVIEW



PLAN REVIEW CENTER REPORT

December 13, 2022

Planning Review

Home2 Suites @ Adell Center

JSP 22-56

PETITIONER

Novi Elite Hospitality, LLC

REVIEW TYPE

Preliminary & Final Site Plan

PROPERTY CHARACTERISTICS

Section	15	
Site Location	50-22-15-478-003 South of I-96, west of Novi Road, northwest of Crescent Boulevard	
Site School District	Novi Community School District	
Site Zoning	TC with PRO	
Adjoining Zoning	North	TC with PRO
	East	TC with PRO
	West	TC with PRO
	South	TC with PRO
Current Site Use	Vacant	
Adjoining Uses	North	Texas Roadhouse
	East	Retail/Restaurants
	West	Open Space Unit
	South	Open Space
Site Size	3.05 acres	
Plan Date	November 8, 2022	

PROJECT SUMMARY

The applicant is proposing a 5-story hotel with 141 rooms on Unit 5 of Adell Center Development. The proposed site plan also proposes associated parking and other site improvements.

The subject property is part of a Planned Rezoning Overlay for Adell Center Development, which was approved by City Council at their October 22, 2018 meeting.

RECOMMENDATION

Approval of the Preliminary Site Plan is recommended. **Planning Commission approval of the Preliminary Site Plan and Storm Water Management Plan is required. Approval of the Final Site Plan is not recommended by Planning, Engineering, Landscape, Traffic and Fire at this time.**

ORDINANCE REQUIREMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the

Zoning Ordinance. **Please see the attached chart for information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of the Final Site Plan submittal:

1. Items that can be approved by Planning Commission: As noted in the approved PRO agreement, the Planning Commission shall be permitted to authorize amendments to the PRO Plan in its review of the preliminary site plans for individual units, with regard to parking-related, landscaping related, and façade related requirements, provided it would otherwise have that authority under the Zoning Ordinance. **The following deviations are not part of the approved PRO agreement, but can be approved by the Planning Commission:**
 - A. **Minimum Parking Required:** Based on the calculations listed in the Plan review chart, a minimum of 132 spaces are required for the proposed hotel use. The site plan proposes 132 spaces. If a lesser number of parking spaces are proposed, a reduction of up to 5% can be approved by the Planning Commission.
 - B. **Section 9 waiver:** Proposed elevations for the hotel building appear to be in full compliance with the façade ordinance. A material Sample Board indicating the color and texture of all proposed façade materials shall be provided not less than 5 days prior to the Planning Commission meeting in order to verify this determination.
 - C. **Landscape waivers:** Landscape plan requires the following two waivers:
 - a. One parking bay is greater than 15 spaces without a landscaped island. *This waiver is supported by staff since there is an island but it is the location for the pedestrian access to the hotel, which does not allow room for a tree.*
 - b. Some of the building foundation landscaping is located away from the building. *This waiver is supported by staff since most of the foundation landscaping is provided in the proper location, and the remaining is close to the entrance.*
 - D. **Loading Zone area:** The proposed loading area does not meet the minimum square footage requirements. A maximum of 204 square feet is proposed (12' x 17'). Required loading space is calculated in ratio of 10 sq. ft. per front foot of building, which is approximately 2,490 square feet. **The applicant indicates they are seeking a waiver from the Planning Commission for the reduced loading area size, with the justification that there is no restaurant on the site and only continental breakfast is provided, so food deliveries are only required weekly. Laundry services are needed on a bi-weekly basis. The applicant also states delivery times will be coordinated with non-peak guest hours. The applicant states deliveries are typically made by standard box trucks, which are about 24 ft long by 8 ft wide.**
2. Lighting and Photometric Plan: Photometric plan and additional information is typically required at the time of Final Site Plan when the site is not abutting a residential district. The following deviations were granted at the time of PRO approval for Adell Center:
 - a. *Planning deviation from Section 5.7.3.K. to allow exceeding the maximum spillover of one foot candle along interior side property lines provided the applicant submits a photometric plan that demonstrates that the average to minimum light level ratio is kept to the maximum allowable 4:1;*
 - b. *Planning deviation to allow exceeding the maximum spillover of 1 foot candle and approvable increase of the average to minimum light level ratio of 4:1 within the Adell Drive pavement areas as listed in Section 5.7.3.K. along access easements along Adell Drive, at the time of or Preliminary Site Plan review for the individual units;*

A photometric plan has been submitted, and meets the requirements of the Zoning Ordinance except as permitted to deviate as stated above. **Building elevation lighting shall be provided in the revised Final Site Plan submittal.**

3. Fire Review: Fire review is not recommend approval. The most significant comment is the need for an additional hydrant to be added to the site, or reposition the 4 hydrants proposed, to provide the necessary coverage, as the distance between hydrants exceeds 300 feet. **This can be addressed at the time of a revised Final Site Plan submittal.**
4. Plan Review Chart: The Planning review chart provides additional comments and requests clarification for certain items. Please address those in addition to the comments provided in this letter.

LIST OF DEVIATIONS APPROVED AS PART OF PRO

Following list of deviations are approved as part of the Adell Drive PRO Concept Plan and agreement that are applicable to the subject property:

1. Planning deviation from section 3.1.26.D for exceeding the maximum allowable building height of 65 feet and maximum allowable 5 stories, for the following units only as shown in the PRO Plan, provided they conform to the 2015 International Building Code standards for High-Rise (Type I or Type II) construction:
 - a. Unit 5 (84'-5", 7 stories) **(The applicant is proposing to adhere to the Ordinance standard of 5 stories or up to 65 feet).**
2. Planning deviation from section 5.12 to allow lack of required frontage on public road for Units 1 through 8. Frontage for such units shall be in the private drive as shown in the PRO Plan, which shall be built to City Standards;
3. Planning deviation from section 3.1.25.D to allow reduction of minimum required front parking setback of 20 ft., from the proposed access easement. A minimum of 18 feet shall be permitted;
4. Planning deviation from section 3.1.25.D to allow reduction of minimum required interior side parking setback of 20 ft. for the following units as shared access is proposed between parking lots:
 - a. Unit 5: minimum 5 feet along West
5. Planning deviation from requirement in section 4.19.2.F that dumpsters be located in a rear yard, to allow alternate location for dumpsters on Units 1,5,6,7, and 8, such alternate locations to be determined at the time of preliminary site plan approval for such units, provided that the proposed location does not impact traffic circulation and appropriate screening is provided as determined by the City;
6. Planning deviation from the requirement in section 4.03A of the Subdivision Ordinance precluding required rear yards from being located in a floodplain, to allow parts of the required rear yards for Units 3, 4, and 5 to be located within the floodplain, on the basis of the uses as shown in the PRO Plan;
7. The applicant shall provide supporting data to justify the proposed loading area square footages, to be reviewed and approved by Planning Commission at the time of Preliminary site plan approval; **Supporting data needed – indicate size of delivery vehicles.**
8. Planning deviation from standards of Sec. 5.12 for up to 5% reduction in minimum required parking (to be established by staff after reviewing the calculations provided) for each unit within the development subject to the individual users providing satisfactory justification for Planning Commission's approval of the parking reduction at the time of respective site plan approval; **A reduction of 5 percent is not requested at this time.**

9. The following deviations from Chapter 28, Signs, of the City Code of Ordinances for the two development signs for the Adell Center Development as listed below, provided that such deviations shall be the maximum amount authorized, and the City may require a lesser deviation at the time of site plan approval if deemed appropriate:
 - a. To allow for a total of three wall signs for Unit 5. The three wall signs allowed with the following deviations: **(Signage is not being reviewed at this time.)**
 - i. North Elevation – a size deviation to allow up to 299.84 sf
 - ii. South Elevation – a size deviation to allow up to 299.84 sf
 - iii. East Elevation – a size deviation to allow up to 186.47 sf
10. Planning deviation from the requirement in section 4.02.B Article IV, Appendix C-Subdivision ordinance of City Code of Ordinances that side lot lines be perpendicular or radial to the road, for the lines between Units 6 and 7, Units 4 and 5, and Units 1 and 2, only;
11. Planning deviation to allow the minimum required Open Space for each Unit as common element spread throughout the development boundaries as shown in the Open Space Plan, provided the Developers restores the wetland/woodland on the southerly portion of the site pursuant to a plan meeting City ordinance requirements is submitted and approved at the time of Wetland permit/preliminary site plan approval, and provides the pedestrian walkway through the open space as proposed;
12. Planning deviation from Section 5.7.3.K. to allow exceeding the maximum spillover of 1 foot candle along interior side property lines provided the applicant submits a photometric plan that demonstrates that the average to minimum light level ratio is kept to the maximum allowable 4:1;
13. Planning deviation to allow exceeding the maximum spillover of 1 foot candle and approvable increase of the average to minimum light level ration from 4:1 within the Adell Drive pavement areas as listed in Section 5.7.3.K. along access easements along Adell Drive, at the time of Preliminary Site Plan review for the individual units;

OTHER REVIEWS

- a. Engineering Review: Engineering recommends approval of the PSP, with additional comments to be addressed with the revised Final Site Pan submittal.
- b. Landscape Review: Landscape is recommending approval of the Preliminary Site Plan. Additional comments to be addressed with revised Final Site Plan submittal.
- c. Traffic Review: Traffic is recommending approval of the Preliminary Site Plan. Additional comments to be addressed with a revised Final Site Plan submittal.
- d. Wetlands Review: Wetlands recommend approval. The applicant has revised the site layout to avoid all impacts to wetland and wetland buffer areas.
- e. Facade Review: Façade is recommending approval. The building appears to be in full compliance with the Ordinance and/or PRO Agreement, with alterations to the dumpster enclosure required in future submittals.
- f. Fire Review: **Fire does not recommend approval at this time.** Comments to be addressed with revised Final Site Plan submittal.

NEXT STEP: PLANNING COMMISSION MEETING

This Site Plan is scheduled to go before Planning Commission for consideration on **January 11, 2023 at 7:00 p.m.** Please provide via email the following **by noon on January 4, 2023**, if you wish to keep this schedule:

1. Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**

2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers/variances as you see fit.
3. A color rendering of the Site Plan (Optional to be used for Planning Commission presentation).
4. A sample board of building materials as required by our Façade Consultant.

REVISED FINAL SITE PLAN SUBMITTAL

If the Planning Commission grants Preliminary Site Plan approval, please submit the following for revised Final site plan review and approval:

1. Five printed copies (folded) of revised Final Site Plan addressing all comments from Preliminary review (NO STANDARD DETAIL SHEETS REQUIRED)
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected**
3. Final Site Plan Application
4. Final Site Plan Checklist
5. Engineering Cost Estimate
6. Landscape Cost Estimate
7. Other Agency Checklist
8. No Revision Façade Affidavit (if no changes are proposed for Façade)
9. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

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

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

STAMPING SET APPROVAL

Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals,** to the Community Development Department for final Stamping Set approval.

SIGNAGE

Exterior Signage is not regulated by the Planning Division or Planning Commission. Sign permit applications that relate to construction of a new building or an addition to an existing building may be submitted, reviewed, and approved as part of a site plan application. Proposed signs shall be shown on the preliminary site plan. Alternatively, an applicant may choose to submit a sign application to the Building Official for administrative review. Following preliminary site plan approval, any application to amend a sign permit or for a new or additional sign shall be submitted to the Building Official. Please contact the Ordinance Division 248.735.5678 for information regarding sign permits.

SITE ADDRESSING

New address is required for this project. The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found by clicking on this [link](#). Please contact the Ordinance Division 248.735.5678 in the Community Development Department with any specific questions regarding addressing of sites.

STREET AND PROJECT NAME

Not Applicable

PRE-CONSTRUCTION MEETING

A Pre-Construction meeting is required for this project. Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting

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

CHAPTER 26.5

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

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



Lindsay Bell, AICP – Senior Planner



PLANNING REVIEW CHART: TC - Town Center District

Review Date: December 9, 2022
Review Type: Preliminary & Final Site Plan
Project Name: **JSP22-56 Home2 @ Adell Center**
Plan Date: November 8, 2022
Prepared by: Lindsay Bell, Senior Planner
E-mail: lbell@cityofnovi.org **Phone:** 248.347.0484

- **Bold:** Items that need to be addressed by the applicant with next submittal
- **Bold and Underline:** Planning Commission waiver is required
- *Italics:* Notes to be noted

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted July 26, 2017)</i>	Office Research Development Technology	Hotel with 141 rooms	Yes	
Town Center Area Study	This site is in close proximity to study area boundary for Town Center Area study adopted in 2014	TC with a PRO	Yes	<i>The subject property is part of a Planned Rezoning Overlay for Adell Center Development, which was approved by City Council at their October 22, 2018 meeting.</i>
Zoning <i>(Effective Dec. 25, 2013)</i>	EXPO	TC: Town Center with a PRO	Yes	
Phasing	Show proposed phasing lines on site plan. Describe scope of work for each phase. Each phase should be able to stand on its own with regards to utilities and parking	Phasing is not proposed.	NA	
Height, bulk, density and area limitations				
Frontage on a Public Street <i>(Sec. 5.12)</i> <i>(Sec. 6.3.2.A)</i>	Frontage upon a public street is required	Frontage and access from the proposed private drive.	No	<i>This deviation is approved in the Adell Center PRO Agreement</i>
Access To Major Thoroughfare <i>(Sec. 5.13)</i>	Access to major thoroughfare is required, unless the property directly across the street between the driveway and major thoroughfare	Adell Center has access to Crescent Boulevard, individual parcels have access to internal private drive; No single family residential zoning	NA	<i>This deviation is approved in the Adell Center PRO Agreement</i>

Item	Required Code	Proposed	Meets Code	Comments
	is either multi-family or non-residential	in the vicinity		
Open Space Area for TC (Sec. 3.27.1.F)	15% (permanently landscaped open areas and pedestrian plazas).	Required open space is provided at a central location within Adell Center development. A small pocket park is proposed as agreed to allow for pedestrian crossing across Adell Center	Yes	Open space required for hotel uses
Maximum % of Lot Area Covered (By All Buildings) (Sec. 3.6.2 D)	No Maximum	Same as shown in the PRO plan	Yes	
Building Height (Sec.3.1.26.D)	5 stories or 65 ft, whichever is less	60', 5 stories	Yes	
Use Standards: Hotels and Motels (Sec. 4.28)				
Intent: Usable Open Space (Sec. 4.28.5.A)	- Landscape and developed for active and passive recreational use - Amenities such as pavers, benches and pervious surface materials	Plan indicates 4 outdoor patio, seating, and open landscaped areas	Yes	<i>Text allows TC open space to count and PRO Agreement allows common elements to count toward open space in Adell Center</i>
Dimensions Usable Open Space (Sec. 4.28.5.B)	Unobstructed portion, a minimum of 10 ft. in any direction	Shown	Yes	
Square footage (Sec. 4.28.5)	30 square feet of usable open space for each room 141 rooms x 30 sf = 4,230 sf required	Plan indicates 4 open space areas totaling 4,554 sf	Yes	
Building Setbacks (Sec 3.1.26 D) and (Sec. 3.27.1.C)				
Front (north along Adell Drive) Exterior side Yard (east) 50 feet minimum from all lot lines for exterior lot	15 feet	Front: complies Exterior side: 66 ft.	Yes	

Item	Required Code	Proposed	Meets Code	Comments
15 feet minimum for front side, for interior lot lines 15 feet between separate buildings on same side				
Interior Rear Yard (south) 50 feet exterior 15 feet interior Exterior: lot lines located abutting non-TC district lots. Interior: lot lines abutting TC district lots.	15 feet	complies	Yes	
Interior Side yard (west) 50 feet exterior 15 feet interior Exterior: lot lines located abutting non-TC district lots. Interior: lot lines abutting TC district lots.	15 feet	66 ft.	Yes	
Parking Setback (Sec 3.1.25.D)				
Front (north) Parking Setback	18 ft. from access easement for private roads as per the Adell Center PRO Agreement	18 feet	Yes	Provide measurement to verify conformance
Exterior Side Yard (east) Parking Setback	20 ft.	20 feet appears to be provided	Yes?	Provide measurement to verify conformance
Side yard (west) Parking Setback	10 ft. from side lot line as per the Adell Center PRO Agreement	10 ft.	Yes	
Rear Yard (south) Parking Setback	10 ft.	24 ft.	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Note To District Standards (Sec 3.6.2)				
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.	Not applicable	NA	
Minimum lot area and width (Sec 3.6.2.D)	Except where otherwise provided in this ordinance, the minimum lot area and width, maximum percentage of lot coverage shall be determined by the requirements set forth.	Lot area and dimension are consistent with the Site Condominium and PRO for Adell Center	Yes	
Yard setbacks (Sec 3.6.2.H&L)	If site abuts a residential zone, buildings must be set back at least 3' for each 1' of building height, but in no case can be less than 20' setback	Does not abut residential zoning	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25 ft. from wetlands and from high watermark course shall be maintained	No impacts to buffer proposed	Yes	Refer to Wetland review for detailed comments
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	Landscape plan is included	Yes	Refer to Landscape review for more details.
Modification of parking setback requirements (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q.	Parking setbacks are regulated by PRO agreement	Yes	
TC District Required Conditions (Sec 3.27)				
Site Plans (Sec. 3.27.1.A.)	Site area under 5 acres: Requires Planning Commission approval; Site area over 5 acres: Requires City Council approval upon Planning Commission recommendation	The subject parcel is less than 5 acres	Yes	<i>Site plan approval for individual lots less than 5 acres require Planning Commission approval</i>
Parking Setbacks and	20 ft. from ROW (access	A setback for 18 feet	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Screening (3.27.1 D)	easement for private roads)	was approved in PRO request		
	Surface parking areas must be screened by either a 2.5 ft. brick wall, semitransparent screening or a landscaped berm from all public ROW (access easement for private roads)	A combination of brick wall and a semi-transparent screening is proposed on both sides of proposed Adell drive	Yes	
	For TC-1, No front yard or side yard parking on any non-residential collector.	Not applicable	NA	
Architecture/Pedestrian Orientation (3.27.1 E)	No building in the TC-1 district shall be in excess of one-hundred twenty-five (125) feet in width, unless pedestrian entranceways are provided at least every one-hundred twenty-five (125) feet of frontage.	Not applicable	NA	
Façade materials (Sec. 3.27.1 G)	All sides of the building and accessory buildings must have the same materials. Façade materials may deviate from brick or stone with PC approval.	Appears to be in full compliance	Yes	See Façade Review for detailed comments – material sample board required to verify materials
Parking, Loading, Signs, Landscaping, Lighting, Etc (Sec. 3.27.1 H)	All loading shall be in rear yards.	A loading zone is proposed in rear yard – size is not shown	No	<u>The loading area does not meet the minimum requirements for size.</u> <u>PRO agreement allows for these deviations to be approved by Planning Commission at the time of Preliminary Site Plan</u>
	Off-street parking counts can be reduced by the number of on-street parking adjacent to a use	On-street parking is not proposed	NA	
	PC may allow parking requirement reduction	Up to 5 percent reduction is allowed per	NA	Not requested

Item	Required Code	Proposed	Meets Code	Comments
	when parking areas serve dual functions.	PRO agreement, subject to supporting documentation		
	Special assessment district for structured park	Not proposed	NA	
Sidewalks required (Sec. 3.27.1 I)	For TC-1 only, Sidewalks required along non-residential collector to be 12.5 ft. wide.	Not Applicable	NA	
	Direct pedestrian access between all buildings and adjacent areas	A pedestrian connection from building to sidewalks along Adell Drive is provided	Yes	
Bicycle Paths (Sec. 3.27.1 J)	Bike paths required to connect to adjacent residential & non-residential areas.	Not required	NA	
Development amenities (Sec. 3.27.1 L)	All sites must incorporate amenities such as exterior lighting, outdoor furniture, and safety paths in accordance with Town Center Study Area.	Amenities are provided	Yes	
Combination of use groups within a single structure (Sec. 3.27.1 M) (Sec.3.27.2.B)	Additional regulations per Sec. 3.27.1.M and 3.27.2.B apply if combination of uses proposed in same building	Each building stands on its own with a single use	NA	
Street and Roadway Rights-Of-Way (Sec. 3.27.1 N)	Nonresidential collector and local streets shall provide ROWs consistent with DCS standards Roadway width: 36 feet ROW/Access Easement: 70 feet	Roadway width: 36 feet Access Easement: 70 feet	Yes	
Parking, Handicap Parking and Bike Requirements				

Item	Required Code	Proposed	Meets Code	Comments
Required Parking Calculation (Sec. 5.2.12) (Sec. 4.82.2)	0.85 for room + 1 per employee during maximum shift as needed for accessory uses	141 rooms Total number of employees: 8 (largest shift) Total parking required: 132 Total parking proposed: 132	Yes	
Barrier Free Spaces <i>Barrier Free Code</i> <i>*No deviations since this is a Michigan Building Code requirement</i>	For 101 to 150, 5 spaces 4 car accessible and 1 van accessible	3 car accessible and 2 van accessible are proposed	Yes	
Minimum number of Bicycle Parking (Sec. 5.16.1)	minimum of 4 spaces	6 spaces proposed	Yes	
Parking Lot Design Requirements (Sec. 5.3.2.)				
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed as long as detail indicates a 4" curb at these locations - 60° 9 ft. x 18 ft.	All appear to be 9 ft. x 19 ft. or 9 ft. x 17 ft.	Yes	
Parking lot entrance offset (Sec. 5.3.6)	Parking lot entrances must be set back 25' from any single-family residential district.	Subject property does not abut single-family residential district.	NA	
End Islands (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 ft. wide, have an outside radius of 15 ft., and be constructed 3 ft. shorter than the adjacent parking stall	Requires additional dimensions and adjustments to plan	No	Refer to Traffic Comments

Item	Required Code	Proposed	Meets Code	Comments
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	- Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Not applicable	NA	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces	8' wide spaces with an 8' wide access aisle for van are provided	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Signs indicated	Yes	
Bicycle Parking General requirements (Sec. 5.16)	- No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	120 ft from side entrance	Yes	
Bicycle Parking Lot layout (Sec 5.16.6)	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Not indicated	No	Refer to Traffic review for more comments
Loading Space (Sec. 5.4.2.)	Loading area required for all uses in Town Center	It is provided in rear yard	Yes	
Loading Space location (Sec. 5.4.2)	- rear yard or - interior side yard beyond the side yard setback for double frontage lots - Exterior side yard per	Located in rear yard Meets parking setbacks	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	Adell PRO agreement			
Loading Space Area (Sec. 5.4.2) In the ratio of 10 sq. ft. per front foot of building.	Building length is required to determine the minimum required space 249 ft x 10 sf = 2,490 sf	2490 sq.ft. required; ~204 sq ft proposed	No	Provide size of loading area proposed and typical delivery truck size; <u>Applicant seeks a waiver for size of loading area</u>
Loading Space Screening (Sec. 5.4.2 B)	Loading area must be screened from view from adjoining properties and from the street.	Sufficiently screened	Yes	
Dumpster Sec 4.19.2.F	<ul style="list-style-type: none"> - Located in rear yard - Attached to the building or no closer than 10 ft. from building if not attached - Not located in parking setback - Rear lot abuts ROW, 50 ft. setback required. - Away from Barrier free Spaces 	<ul style="list-style-type: none"> - Located in rear yard - meets the setback requirements 	Yes	<u>Revised to comply with the setback requirements</u>
Dumpster Enclosure Sec. 21-145. (c) Chapter 21 of City Code of Ordinances	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery 	Provided		See Façade Review – revisions to dumpster enclosure required
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spill-over onto adjacent properties &	A plan is provided at this time	Yes	Approved deviations are listed below

Item	Required Code	Proposed	Meets Code	Comments
	reduce unnecessary transmission of light into the night sky			
<p>1. Planning deviation from Section 5.7 .3.K. to allow exceeding the maximum spillover of 1 foot candle along interior side property lines provided the applicant submits a photometric plan that demonstrates that the average to minimum light level ratio is kept to the maximum allowable 4:1;</p> <p>2. Planning deviation to allow exceeding the maximum spillover of 1 foot candle and approvable increase of the average to minimum light level ration from 4:1 within the Adell Drive pavement areas as listed in Section 5.7 .3.K. along access easements along Adell Drive, at the time of or Preliminary Site Plan review for the individual units;</p>				
Lighting Plan (Sec. 5.7.2 A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Provided	Yes	
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 shown	No	Provide building elevation lighting information as required in rFSP submittal
Lighting Plan (Sec.5.7.2 A.ii)	Specifications for all proposed & existing lighting fixtures	Provided	Yes	
	Photometric data	Provided	Yes	
	Fixture height	Provided	Yes	
	Mounting & design	Provided	Yes	
	Glare control devices	Provided	Yes	
	Type & color rendition of lamps	LED	Yes	
	Hours of operation	Hotels are 24x7 hours	Yes	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Required Conditions (Sec. 5.7.3.A)	Light pole height not to exceed maximum height of zoning district (65 ft. for TC)	23' max proposed	Yes	
Required Conditions (Sec. 5.7.3.B&G)	<ul style="list-style-type: none"> - 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 	Notes provided on sheet C3.1	Yes	
Security Lighting (Sec. 5.7.3.H) Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> - 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. 	Light levels reduced from 10pm to 5 am	Yes	
Required Conditions (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	4:1 ratio shown	Yes	
Required Conditions (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps	LED	Yes	
Min. Illumination (Sec. 5.7.3.K)	Parking areas: 0.2 min	0.5 fc	Yes	
	Loading & unloading areas: 0.4 min	2.2 fc	Yes	
	Walkways: 0.2 min	0.7 fc	Yes	
	Building entrances, frequent use: 1.0 min	1.0 fc	Yes	
	Building entrances, infrequent use: 0.2 min	0.2 fc	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Exceeds	NA	Deviation granted in PRO Agreement
Cut off Angles (Sec. 5.7.3.L)	When adjacent to residential districts: - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle		NA	
Building Code and Other Requirements				
Accessory Structures (Sec. 4.19)	-Each accessory building shall meet all setback requirements for the zoning district in which the property is situated - Shall meet the façade ordinance standards	Three 35' flagpoles are proposed Transformer is proposed in rear yard	Yes	
Roof top equipment and wall mounted utility equipment Sec. 4.19.2.E.ii	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	The applicant indicated that the parapet would screen the proposed rooftop equipment	Yes?	See Façade Review
Building Code	Building exits must be connected to sidewalk system or parking lot.	Sidewalks shown on the plans	Yes	
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Mostly provided. Additional information requested in this and other review letters	Yes	Provide additional information as requested in all reviews
Economic Impact	<ul style="list-style-type: none"> - Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known) 	Not provided	No?	Provide requested information in response letter for Planning Commission consideration
Signage See link below (Chapter 28, Code of Ordinances)	<ul style="list-style-type: none"> - Signage if proposed requires a permit. - <u>Signage is not regulated by the Planning Commission or Planning Division.</u> 	Information is not provided	NA	
Property Address	The applicant should contact the Building Division for an address prior to applying for a building permit.			<u>26625 Adell Center Drive</u>
Project and Street Naming Committee	Some projects may need approval from the Street and Project Naming Committee.	Not applicable		
Future Easements	- A 60 feet ROW with additional 10 feet access easement or 70 feet access easement is required for proposed Adell drive	A 70 feet access easement is provided	No?	<i>Any changes to off-site and on-site easements as shown on the approved Master Deed or the recorded easements shall be amended, as needed, and according to the current site layout, prior to final stamping set approval.</i>

NOTES:

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.

Item	Required Code	Proposed	Meets Code	Comments
<p>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.</p> <p>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.</p>				

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

December 12, 2022

Engineering Review

Home 2 Suites
JSP22-56

Applicant

Novi Elite Hospitality, LLC

Review Type

Preliminary & Final Site Plan

Property Characteristics

- Site Location: Unit 5 on Adell Center Drive of Adell Center Development
- Site Size: +/-3.05 acres
- Plan Date: 11/08/22
- Design Engineer: Triumph Engineering & Design, Inc.

Project Summary

- Construction of an approximately 19,658 square-foot hotel building and associated parking. Site access would be provided by two entrances to Adell Center Drive.
- Water service would be provided by an 8-inch extension from the existing 12-inch water main along the west side of Adell Center Drive. A 4-inch domestic lead and an 8-inch fire lead would be provided to serve the building, along with 3 additional hydrants.
- Sanitary sewer service would be provided by a 6-inch extension of an existing lead provided by the Adell Center Drive road and utilities project.
- Storm water would be collected by a single storm sewer collection system and discharged to an existing on-site underground detention system provided by the Adell Center Drive road and utilities project before being discharged to the existing wetlands to the south.

Recommendation

Approval of the Preliminary Site Plan is recommended.

Approval of the Final Site Plan is NOT recommended until the following items are addressed.

Comments:

The Preliminary and Final Site Plans meets the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance, and the Engineering Design Manual with the following exceptions, which can be addressed at resubmittal:

General

1. Provide at least two reference benchmarks at intervals no greater than 1,200 feet. At least one referenced benchmark must be a City-established benchmark, which can be found on the City's website at this location: <https://novi.maps.arcgis.com/apps/webappviewer/index.html?id=5ce841f86197461c9f146e1330330bcf>
2. **Only at the time of the printed Stamping Set submittal**, provide the City's standard detail sheets for water main (5 sheets), sanitary sewer (3 sheets), storm sewer (2 sheets), paving (2 sheets) and Boardwalks/Pathways (1 sheet). The most updated details can be found on the City's website at this location: <https://cityofnovi.org/services/public-works/engineering-division/engineering-standards-and-construction-details>
3. The landscaping walls for the Adell Center Drive frontages are proposed in existing sanitary sewer, water main, and storm sewer easements, and will require a License Agreement.
4. For common area irrigation systems connected to public water supplies: Install a backflow prevention Reduced Pressure Zone Assembly (RPZ) with an ASSE 1013 listing approval at each tap to the public water supply. A minimum clearance of 12-inches measured from the bottom of pressure relief valve to the finished landscaped grade shall be required. Provide a detail showing the RPZ installation setup and height above grade. If backflow preventer is to be enclosed, provide a detail of the enclosure with required drainage outlets. Show all locations on a site plan. A plumbing permit is required for the installation of the backflow preventer. Installation of the backflow preventer shall be in such a manner as to not require blowing out the system through the backflow preventer. Drain ports and blow out ports shall be included. Any deviations from these requirements must be approved through the Novi Water & Sewer Division Cross Connection Control Specialist (248-735-5661).
5. The grading and SESC sheets shall show the tree fence at least as far from the trunk as the critical root zone, defined as a circular area around a tree with a radius measured to the tree's longest dripline radius plus one (1) foot. No grading shall occur within the dripline. If the critical root zone is not fully protected, then replacements for that tree may be required.

Water Main

6. Provide water main modeling calculations demonstrating that the required water supply of 4,000 GPM will be available.
7. In the general notes and on the profile, add the following note: "Per the Ten States Standards Article 8.8.3, one full 20-foot pipe length of water main shall

be used whenever storm sewer or sanitary sewer is crossed, and the pipe shall be centered on the crossing, in order to ensure 10-foot separation between water main and sewers." Additionally, show the 20-foot pipe lengths on the profile.

8. Three (3) sealed sets of revised utility plans along with the Michigan Department of Environment, Great Lakes & Energy (EGLE) permit application for water main construction, the Streamlined Water Main Permit Checklist, and electronic utility plan should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets, and the standard detail sheets.

Storm Sewer

9. Provide a four-foot-deep sump and an oil/gas separator in the last storm structure prior to discharge off- site/to the storm water basin.
10. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

Storm Water Management Plan

11. Provide updated calculations for the existing underground detention system including the capacity and release rate for the combined flows from Units 5 and 6 to verify it does not exceed the original design (first flush and bankfull).
12. Mechanical Treatment Units shall demonstrate 80% removal of the annual total suspended solids. The Barracuda S8 as stated in the plans only meet 50% TSS. Provide a different treatment unit that will meet and/or exceed the City's requirement.
13. Provide the overland routing that would occur in the event the underground system cannot accept flow. This route shall be directed to a recognized drainage course or drainage system.
14. Provide critical elevations (low water, first flush, bank full, 100-year, and pavement elevation) for the detention system. Also, provide a cross-section for the underground detention system. Ensure that there is at least 1 foot of freeboard between the 100-year elevation and the subgrade elevation beneath the pavement.
15. Provide a note that the existing system is to be cleaned out of any existing sediment that has accumulated prior to connection of the Unit 5 storm system.

Paving & Grading

16. Revise the sidewalk cross-section to indicate a maximum cross-slope of 2%.
17. Label specific ramp locations on the plans where the detectable warning surface is to be installed.
18. Specify the product proposed and provide a detail for the detectable warning surface for barrier free ramps. The product shall be the concrete-

embedded detectable warning plates, or equal, and shall be approved by the Engineering Division. Stamped concrete will not be acceptable.

19. Show proposed grades for all adjusted sanitary, water, and storm structures.
20. Identify the City detail to be used on sheet C6.0.
21. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards as outlined in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).
22. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.

Flood Plain

23. The limits of the 100-year flood plain and floodway per the current FIRM maps (2006) are shown on the plan sheets and are not impacted as part of this project.

Soil Erosion and Sediment Control

24. A SESC permit is required. A full review has not been completed at this time. The review checklist detailing all SESC requirements is attached to this letter. Please address the comments below and submit a SESC permit application under separate cover. The application can be found on the City's website at <http://cityofnovi.org/Reference/Forms-and-Permits.aspx>.

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

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

The following must be submitted with the Stamping Set:

(Please note that all documents must be submitted together as a package with the Stamping Set submittal with a legal review transmittal form that can be found on the City's website. Partial submittals will not be accepted.)

26. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement (SDFMEA), as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the agreement is approved by the City's Legal Counsel, this agreement will then be sent to City Council for approval/acceptance. The SDFMEA will then be recorded at the office of the Oakland County Register of Deeds. This document is available on our website.
27. A draft copy of the 20-foot-wide easement for the water main to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.

28. A draft copy of the 20-foot-wide easement for the sanitary sewer monitoring manhole access to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.
29. A draft copy of the license agreement for the Adell Center Drive landscaping walls proposed in existing sanitary sewer/water main/storm sewer easements must be submitted to the Community Development Department.

The following must be addressed prior to construction:

30. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430). **Be advised that scheduling the pre-construction meeting can take 2-4 weeks.**
31. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application required). No fee is required for this permit.
32. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any onsite utilities. Contact Heather Gendron at 248-844-5400 for more information.
33. Construction inspection fees in the amount of **\$29,578.97** must be paid to the Community Development Department.
34. Legal escrow fees in the amount of **\$TBD** must 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.
35. Water and Sanitary Sewer Fees must be paid prior to the pre-construction meeting. Contact the Treasury Department at 248-347-0498 to determine the amount of these fees.
36. A street sign financial guarantee in the amount of **\$3,600.00** (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
37. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.
38. A permit for water main construction must be obtained from EGLE. This permit application must be submitted through the Engineering Division after the water main plans have been approved. Please submit the cover sheet, overall utility sheet, standard details, and plan/profile sheets applicable to the permit.

39. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Water Resources Commissioner (OCWRC).
40. Permits for the construction of each retaining wall exceeding 48 inches in height (measured from bottom of the footing to top of the wall) must be obtained from the Community Development Department (248-347-0415).

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

41. The amount of the incomplete site work performance guarantee for any outstanding site improvement items (limited to top course of pavement and other minor items), is calculated at 1.2 times the amount required to complete the site improvements (as specified in the Performance Guarantee Ordinance).
42. All easements and agreements referenced above, must be executed, notarized and approved by the City Attorney and Engineering Division.
43. A Bill of Sale for the utilities conveying the improvements to the City of Novi must be submitted to the Community Development Department. This document is available on our website.
44. The City's consultant Engineer Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.
45. Submit to the Community Development Department, Waivers of Lien from any parties involved with the installation of each street as well as a Sworn Statement listing those parties. The Waivers of Lien shall state that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
46. Submit to the Community Development Department, Waivers of Lien from any parties involved with the installation of each utility as well as a Sworn Statement listing those parties and stating that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
47. Submit a Maintenance Bond to the Community Development Department in the amount of **\$18,298.75** (Equal to 25 percent of the cost of the construction of the utilities to be accepted). This bond must be for a period of two years from the date that the Utility Acceptance Permit is issued by the City of Novi Engineering Division. This document is available on our website.
48. Submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties signing the Easement and Bill of Sale documents have the legal authority to do so. Please be sure that all parties of interest shown on the title policy

(including mortgage holders) either sign the easement documents themselves or provide a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.

Prior to preparing stamping sets, the Applicant is advised to provide any revised sheets directly to the Engineering Division for an informal review and approval.

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

Please contact Adam Chludzinski at (248)735-5643 with any questions.



Adam Chludzinski,
Project Engineer

cc: Lindsay Bell, Community Development
Humna Anjum, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

November 28, 2022
Home2 Suites
Preliminary/Final Site Plan - Landscaping

Review Type

Combined Preliminary/Final Landscape Review

Job #

JSP22-0056

Property Characteristics

- Site Location: Adell Center Unit 5
- Site Acreage: 2.12 ac.
- Site Zoning: TC w/PRO
- Adjacent Zoning: North, West: TC w/PRO, East: TC, South: I-1
- Plan Date: 10/25/2022

Ordinance Considerations

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

RECOMMENDATION:

This project is recommended for approval for Preliminary Site Plans but not Final Site Plan. Before approval for the Final Site Plans can be recommended, the changes listed below and on the Landscape Chart need to be fully addressed, including the inclusion of an irrigation plan if an irrigation system will be used.

LANDSCAPE WAIVER REQUIRED BY PLAN

The northern parking bay has 17 spaces without a landscaped island - *supported by staff.*

Ordinance Considerations

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

1. Provided
2. **Please show tree fencing around the existing street trees.**

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

The site is not adjacent to residential property so no screening is required.

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

1. A total of 20 greenbelt trees and a decorative wall along all frontages is required per the PRO agreement.
2. All required trees are either existing or proposed.
3. A wall is called out but not shown on the plans for the east frontage.
4. **Please clearly show the wall and/or fence and clearly indicate which belongs in each section of the frontages.**

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

1. All parking lot landscape area and trees (interior and perimeter) are provided.
2. The northern parking bay has 17 consecutive spaces without a landscaped island. The island with the sidewalk does not count as a landscaped island. A landscape waiver is required for this configuration. *It would be supported by staff as the island provides the most direct access for pedestrians to the hotel.* If possible, please widen **that island to have 10 feet wide greenspace and plant a canopy tree in it. At a minimum, please add shrubs in the island's greenspace to add some visual appeal to it.**

Building foundation Landscaping (Zoning Sec 5.5.3.D)

1. All required building foundation landscape area is provided in acceptable locations.
2. **Please use something other than lawn as the groundcover in the areas near the building that are counted in the building foundation area.**

Plant List (LDM 4, 10)

1. Provided
2. Only 10 of 21 species used (48%) are native to Michigan. **Please switch out some non-native species for native species.**
3. Honeylocusts make up 19% of the trees used, which is in excess of the Landscape Design Manual maximum of 15% for a single species. **Please reduce the number of honeylocusts to no more than 10 trees.**

Planting Notations and Details (LDM 10)

Provided

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

As underground detention is used, no detention basin landscaping is required for this project.

Irrigation (LDM 10)

1. **Please provide the irrigation system plan.**
2. **If a system will not be used, please provide detailed information as to how the plants will be provided with water sufficient for establishment and long-term survival.**

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.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – COMBINED PRELIMINARY/FINAL SITE PLAN

Review Date: November 28, 2022
Project Name: JSP22 – 0056: Home2 at Adell Center (Unit 5)
Plan Date: October 25, 2022
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 for approval of the revised Final Site Plan.

LANDSCAPE WAIVER REQUIRED:

The northern parking bay has 17 consecutive spaces without a landscaped island - supported by staff.

PLEASE ADD THE CITY PROJECT NUMBER, JSP22-056, TO THE LOWER RIGHT CORNER OF THE COVER SHEET.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> • 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 	Scale 1"=30'	Yes	
Project Information (LDM 2.d.)	Name and Address	Yes	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes	Yes	
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA	Yes	Yes	
Sealed by LA. (LDM 2.g.)	Requires original signature	No		<u>Need original signature on stamping sets</u>
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
Zoning (LDM 2.f.)	Include all adjacent zoning	<u>Parcel: TC North, East, South, West: TC</u>	Yes	
Survey information (LDM 2.c.)	• Legal description or boundary line survey	Unit topo and description on	Yes	

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> Existing topography 	Sheet C-2.0		
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	<ul style="list-style-type: none"> Show location type and size. Label to be saved or removed. Plan shall state if none exists. 	Street trees and sitting area shown as being installed by others on L-1	Yes	
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> As determined by Soils survey of Oakland county Show types, boundaries 	Soils information on Sheet C4.2	Yes	
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	<ul style="list-style-type: none"> Dimensions on Sheet C3.0 Wall along Adell shown on L-1 	Yes	
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> Overhead and underground utilities, including hydrants Show light posts. 	<ul style="list-style-type: none"> Utility line and easements are clearly shown. Light posts are shown. A note indicates that there are no overhead lines 	<ul style="list-style-type: none"> Yes Yes Yes 	
Proposed grading. 2' contour minimum (LDM 2.e.(1))	Provide proposed contours at 2' interval	Spot elevations provided on Sheets C4.0 and C4.1	No	
Snow deposit (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
LANDSCAPING REQUIREMENTS				
Parking Area Landscape Requirements LDM 1.c. & Calculations (LDM 2.o.)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> Clear sight distance within parking islands No evergreen trees 	Clear vision zones are shown for both entries to Adell Center Drive.	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Sod is indicated in islands and seed elsewhere on the site	Yes	
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> A minimum of 200 SF to qualify A minimum of 200sf unpaved area per tree planted in an island 6" curbs Islands minimum width 10' BOC to BOC 	All islands are sufficiently large	Yes	

Item	Required	Proposed	Meets Code	Comments
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.	Yes	Yes	
Contiguous space limit (i)	Maximum of 15 contiguous spaces	<ul style="list-style-type: none"> • 17 is maximum bay length (the northern bay) • The bay at the southeast corner of the site doesn't have a tree due to the existing utilities. 	<ul style="list-style-type: none"> • No • No 	<ol style="list-style-type: none"> 1. The island with the walkway through it does not count as a landscaped island. This requires a landscape waiver. <i>It is supported by staff as the island provides the most direct pedestrian access to the building. If possible, please widen the island to allow for a canopy tree to be planted in it. At a minimum, please add shrubs in the island's greenspace to add some visual appeal.</i> 2. As the existing utilities are the reason for the lack of the tree in the southeast corner, and other trees are planted nearby, that shortage is accepted.
Plantings around Fire Hydrant (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	Three hydrants are shown on or adjacent to the site and all have sufficient spacing.	Yes	<ol style="list-style-type: none"> 1. If there is one, please show the location of the Fire Department Connection (FDC) on the landscape plan. 2. Please use plantings 24" or shorter in front of the FDC. 3. Please also indicate where the building address number will be on the building, if it will be on the building, and create a gap in the landscaping for easy visibility for emergency vehicles.
Landscaped area (g)	Areas not dedicated to	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
	parking use or driveways exceeding 100 sq. ft. shall be landscaped			
Clear Zones (LDM 2.3.(5))	25 ft corner clearance required. Refer to Zoning Section 5.5.9	Clear vision zones are shown for both entries	Yes	
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use areas up to 50,000sf x 7.5%	<ul style="list-style-type: none"> A = x sf * 7.5 % = A sf (50,000) * 7.5% = 3750 sf 			
B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> B = x sf * 1% = B sf (57124 – 50000) * 1% = 71 sf 			
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 sf * 5% = A sf	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%	B = 0.5% x 0 sf = B SF	NA		
All Categories				
C = A+B Total square footage of landscaped islands	3750 + 71 = 3821 SF	6367 sf	Yes	
D = C/200 Number of canopy trees required	D = C/200 D= 3821/200 = 19 Trees	20 trees	Yes	
Parking Lot Perimeter Trees	<ul style="list-style-type: none"> 1 Canopy tree per 35 lf 1153/35 = 33 trees 	<ul style="list-style-type: none"> 27 trees are shown as only perimeter trees. 6 trees are shown as double-counted parking lot interior/perimeter trees. 	Yes	
Access way perimeter	1 canopy tree per 35 lf on each side of road, less widths of access drives.	Greenbelt trees within 15 feet of the drives are double-counted as accessway perimeter trees – this is allowed by the ordinance	Yes	

Item	Required	Proposed	Meets Code	Comments
Parking land banked	NA	No		
Berms, Walls and ROW Planting Requirements				
Berms				
<ul style="list-style-type: none"> ▪ 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 with 6" of topsoil. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	No berm is required as it does not abut residential property	None – site is not adjacent to residentially zoned property.	Yes	
Planting requirements (LDM 1.a.)	LDM Novi Street Tree List	NA		
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)				
Berm requirements (Zoning Sec 5.5.3.A.(5))	None	<ul style="list-style-type: none"> • None. • Decorative walls and fences were shown on the Roads and Utilities plan in lieu of the berm. • The walls/fences also appear on the landscape plan and are shown as being built as part of this project by Home2. 	Yes	
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> • Label contour lines • Maximum 33% • Min. 3 feet flat horizontal area • Minimum 3 feet high • Constructed of loam with 6' top layer of topsoil. 	None	NA	
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	Utilities are shown and the trees are sufficiently spaced from them.	Yes	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction	Freestanding walls should have brick or	<ul style="list-style-type: none"> • The walls along Adell Center on 	<ul style="list-style-type: none"> • Yes • No 	Please also show and call out what will be

Item	Required	Proposed	Meets Code	Comments
footing	stone exterior with masonry or concrete interior	the east side are indicated with a call-out and a detail is shown on L-2. <ul style="list-style-type: none"> Nothing is indicated along the north frontage. 		built along the north frontage.
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer				
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)				
Greenbelt width (2)(3) (5)	<ul style="list-style-type: none"> Adjacent to pkg: 20 feet Not adjacent to pkg: 0 feet 	18 ft (approved as part of PRO)	Yes	
Min. berm crest width	None	Wall/fence is proposed instead of berm.		
Minimum berm height (9)	None	Wall/fence is proposed instead of berm.	Yes	
3' wall	(4)(7)	<ul style="list-style-type: none"> There is a call-out for a 2.5 foot masonry wall along the east property line, but it is not indicated along the north frontage. No objects actually showing the wall are shown for either frontage. 	Yes	<ol style="list-style-type: none"> It is not clear if there will be continuous wall along both frontages, or if it will be a mix of wall and post and fence. Please show exactly what was indicated in the Roads & Utility Plan along both frontages (adjusted as necessary if the entry points are different from the R&U plan.)
Canopy deciduous or large evergreen trees Notes (1) (10)	Adjacent to pkg: 1 tree per 25lf frontage (net of access drives) <ul style="list-style-type: none"> (338-26)/25 = 12.5 trees Not Adjacent to pkg: 1 tree per 30lf frontage (net of access drives) <ul style="list-style-type: none"> (259-32)/30 = 7.6 trees Total: 20 trees	<ul style="list-style-type: none"> 15 existing trees along Adell Drive 6 parking lot perimeter trees are double-counted as greenbelt canopy trees because they are within 15 feet of the parking lot or access drive curb. 	Yes	

Item	Required	Proposed	Meets Code	Comments
Sub-canopy deciduous trees Notes (2)(10)	Adjacent to pkg: 1 tree per 15 frontage (net of access drives) • (338-26)/15 = 21 trees Not Adjacent to pkg: 1 tree per 20lf frontage (net of access drives) • (259-32)//20 = 11 trees	0 subcanopy trees	Yes	No subcanopy trees are required because the requirement was met with canopy trees.
Canopy deciduous trees in area between sidewalk and curb (Novi Street Tree List)	Street trees are not required in TC district	15 canopy trees exist as street trees along Adell Center Drive.	Yes	
Non-Residential Zoning Sec 5.5.3.E.iii & LDM 1.d (2) Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
Screening of outdoor storage, loading/unloading (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)	Loading zones should be screened from view of road.	No loading zone is proposed.	TBD	Please screen loading zone from Adell Drive if necessary
Transformers/Utility boxes (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> • 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 	It appears that the transformer will be screened by foundation landscaping and the building.	Yes	
Building Foundation Landscape Requirements (Sec 5.5.3.D)				
Interior site landscaping SF	<ul style="list-style-type: none"> ▪ Equals to entire perimeter of the building x 8 with a minimum width of 4 ft. ▪ A: 743 lf x 8ft = 5944 SF 	5,997 sf including some small areas just across the sidewalk or dropoff lane, which is allowed.	Yes	The areas that appear to be lawn beneath the crabapples need to be some ground cover other than just lawn – sedges that aren't mowed or some other live groundcover would be allowed.
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	Close to 100% of both frontages facing Adell Center drive are landscaped.	Yes	
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> • Clusters shall cover 70-75% of the basin rim area • 10" to 14" tall grass along sides of basin • Refer to wetland for basin mix 	Underground detention will be used so no detention landscaping is required or proposed	Yes	

Item	Required	Proposed	Meets Code	Comments
Phragmites and Japanese Knotweed Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> Any and all populations of Phragmites australis or Japanese Knotweed on site shall be included on tree survey. Treat populations per MDEQ guidelines and requirements to eradicate the weeds from the site. 	<ul style="list-style-type: none"> No <i>Phragmites</i> or Japanese knotweed exists on Unit 2. The overall site developer is responsible for the <i>Phragmites</i> on the site. 		
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 date	Between March-November	Yes	
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> 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 fully automatic irrigation system or a method of providing sufficient water for plant establishment and survival is required on Final Site Plans.	No plans for irrigation or watering are provided.		<ol style="list-style-type: none"> Please add an irrigation plan or alternative means of watering plants (eg hose bibbs, xeriscaping, etc) to plan set in the revised Final Site Plans. An irrigation system needs to meet the requirements listed at the bottom of this chart.
Other information (LDM 2.u)	Required by Planning Commission	NA		
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 in writing prior to installation.	Yes	Yes	
Plant List (LDM 2.h., LDM 4) – Include all cost estimates				

Item	Required	Proposed	Meets Code	Comments
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		<ul style="list-style-type: none"> • 10 of 21 (48%) species used are native to Michigan • Honeylocusts account for 19% of the trees used. 	<ul style="list-style-type: none"> • No • No 	<ol style="list-style-type: none"> 1. Please switch some non-native species to native species (<i>Betula nigra</i> is not native to Michigan). 2. Please reduce the number of honeylocusts used to no more than 10. 3. Also, the sugar maples, witchhazels serviceberries and black-eyed susans are all pretty low in numbers compared with many of the non-native species used. Please bump the counts of native species up, per the spirit of the ordinance requirement.
Type and amount of lawn		Sod and seed will be used	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	Yes	Please use \$375 as the unit cost for ornamentals.
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		No	No	Please add to plan
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	Please show the tree fencing protecting all existing street trees
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	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 trees are being removed from the site.		
Landscape tree credit (LDM3.b.(d))	<ul style="list-style-type: none"> Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM 	None taken		
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	<ul style="list-style-type: none"> 2.5" canopy trees 6' evergreen trees 	On plant list		
Plant size credit (LDM3.c.(2))	NA	None taken		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	None proposed	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	A note indicates that no overhead lines exist	NA	
Collected or Transplanted trees (LDM 3.f)		None		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> 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. 	Yes	Yes	

NOTES:

- This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
- 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.
- 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.

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

WETLAND REVIEW



December 15, 2022

Lindsay Bell
City Planner
Department of Community Development
City of Novi
45175 W. Ten Mile Road
Novi, Michigan 48375

RE: Home 2 Suites; JSP22-56
Wetland Review of Combined Preliminary Site Plan & Final Site Plan – Revised
MSG Project No. N1030133

Dear Ms. Bell:

The Mannik & Smith Group, Inc. (MSG) reviewed the plan set titled *Novi Home2, Adell Center Unit #5, Final Site Plan* prepared by Triumph Engineering & design, Inc. dated November 8, 2022 (P-FSP). The project site is located west of Novi Road and south of Interstate 96, at 26625 Adell Center Drive, Parcel 50-22-15-478-005, in Section 15 (Site). The Site is primarily composed of vacant land. The P-FSP depicts construction of a 5-story, 141-room hotel with parking areas and other improvements.

Published Data

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

- City-regulated wetlands, as identified on the City of Novi Wetlands 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). The Walled Lake Branch of the Middle Rouge River, which would be regulated by EGLE, is referenced as Wetland #1 in the P-FSP.
- 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. NWI and MIRIS wetlands are identified through interpretation of topographic data and aerial photographs by the associated governmental bodies.
- Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resource Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (Figure 2).

MSG Wetland Boundary Verification

The P-FSP depicts the location of one wetland at/adjacent to the Site, designated Wetland #1, consisting of 22,570 square feet. MSG evaluated Site conditions on November 22, 2022. The observed conditions at the Site generally consisted of vacant land covered with mown grass. A watercourse with steep banks (the Middle Branch of the Rouge River) was observed along the southern edge of the Site. Wetland delineation flagging was not observed at the Site. The City of Novi Site Plan and Development Manual states, "The boundary lines of any watercourses or wetlands on property should be clearly flagged or staked and such flagging or staking shall remain in place throughout the conduct of permit activity."



Proposed Impacts

The project as described in the P-FSP appears to be generally outside the depicted wetland limits and the natural resources setback buffer. The City of Novi regulates both wetlands and the associated 25-foot natural resources setback buffer. The 25-foot limit is measured as horizontal feet, regardless of grade change.

Permits and Regulatory Status

The P-FSP does not appear to depict encroachment into wetlands or the natural resources setback buffer. The area(s) and volumes(s) of encroachment into wetlands and natural resources setback buffers, if any, must be depicted and quantified in square feet and/or acres on Site plans.

Mitigation is required per Section 12-176 of the Novi Code of Ordinances when an activity results in 0.25-acre or greater of impairment or destruction of wetland areas that are determined to be essential wetland area, two acres in size or greater, or contiguous to a lake, pond, river, or stream. Based on current information, no wetland impact is proposed so mitigation is not required.

EGLE typically regulates wetlands that are located within 500 feet of an inland lake, pond, stream, or river, and/or isolated wetlands of an area of 5 acres or more. MSG opines that Wetland #1 is likely to be regulated by EGLE; however, EGLE is the final authority of the location and regulatory status of wetlands in Michigan. **MSG recommends the applicant provide the City with correspondence from EGLE verifying their concurrence with the interpretation of no proposed wetland impacts.**

Based on the available information, the following wetland related items appear to be required for this project:

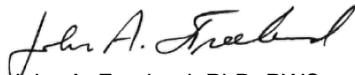
Item	Required/Not Required/Not Applicable
Wetland Permit (specify Non-Minor or Minor)	Likely not required
Wetland Mitigation	Likely not required
Environmental Enhancement Plan	Likely not required
Wetland Buffer Authorization	Likely not required
EGLE Wetland Permit	To be determined
Wetland Conservation Easement	Likely not required

The Combined Preliminary/Final Site Plan is approved for wetlands.

Please contact the undersigned if you have any questions regarding the matters addressed in this letter.

Sincerely,

The Mannik & Smith Group, Inc.



John A. Freeland, PhD, PWS
Senior Scientist



Douglas Repen, CDT
Project Manager
Certified Storm Water Management Operator

- CC: Sarah Marchioni, City of Novi Project Coordinator
- Barbara McBeth, City of Novi Planner
- Christian Carroll, City of Novi Planner
- Ben Peacock, City of Novi Planner
- Diana Shanahan, City of Novi Planning Assistant
- Rick Meader, City of Novi Landscape Architect

FIGURES



Figure 1

City of Novi Regulated Wetland Map. Approximate Site boundary is shown in red. Regulated Wetland areas are shown in blue.

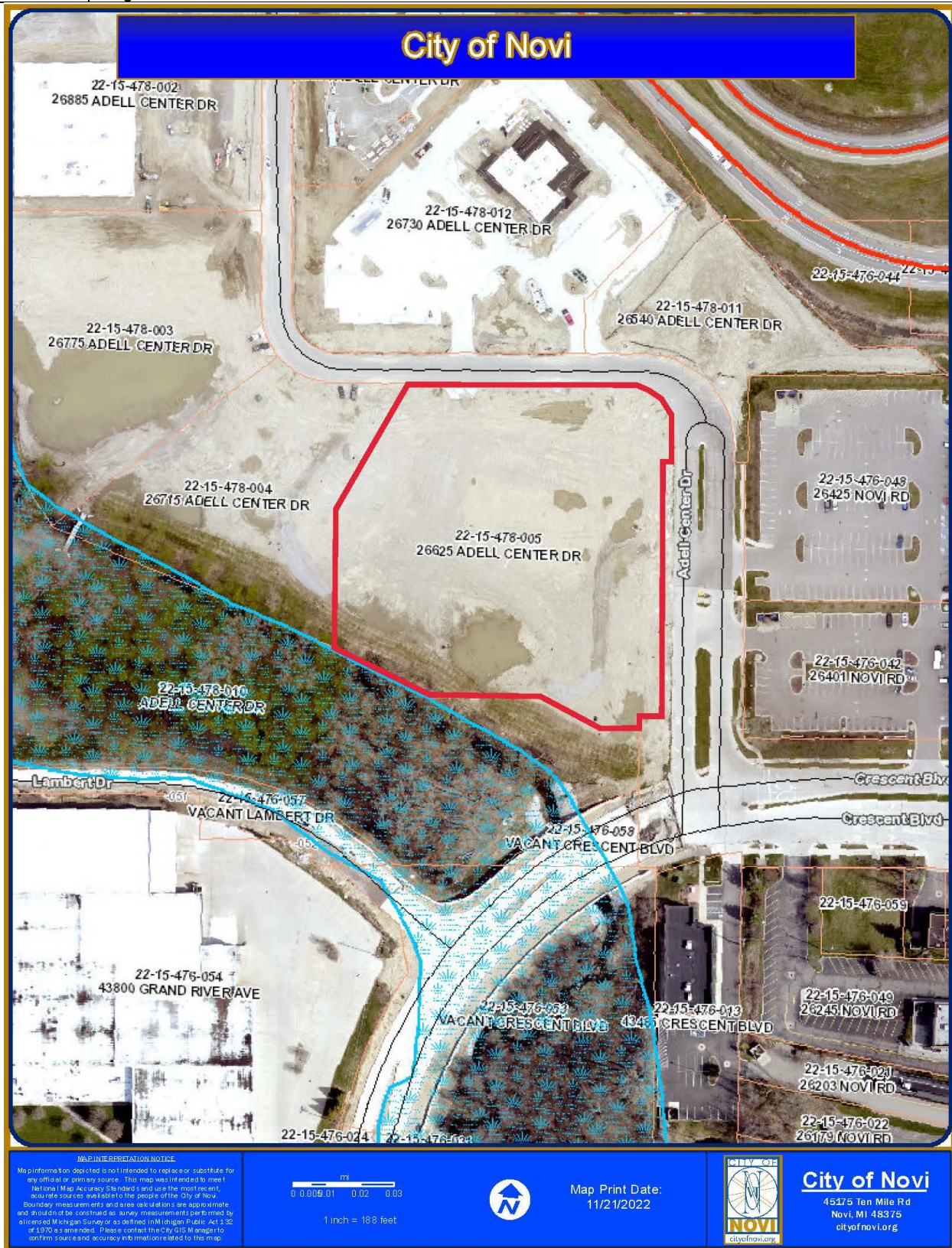


Figure 2 | EGLE Wetlands Viewer Map. Approximate Site boundary is shown in red.



SITE PHOTOGRAPHS





Photo 1: View of the Site, facing northeast



Photo 2: View of the Site, facing southeast



Photo 3: View of Wetland #1, facing west



Photo 4: View of Wetland #1, facing southeast

TRAFFIC REVIEW



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

Project name:
 JSP22-56 - Home 2 Suites Combined
 Preliminary and Final Traffic Review

From:
 AECOM

Date:
 December 14, 2022

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

CC:
 Lindsay Bell, Christian Carroll, Humna Anjum, Ben
 Peacock

Memo

Subject: JSP22-56 - Home 2 Suites 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** for the preliminary site plan as long as waivers and variances are granted and **denial** for the final site plan until the applicant addresses the comments provided to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, Home 2 Suites, is proposing a 141 room 5 story hotel.
2. The development is located in the Adell Center, on Adell Center Drive. Adell Center Drive is partially under the jurisdiction of the City of Novi, with part of it being a private roadway.
3. The site is zoned TC (Town Center) as part of a PRO Agreement.
4. The applicant is requesting the following traffic-related deviations:
 - a. Reduction in loading zone size requirement.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as follows.

ITE Code: 311 (All Suites Hotel)
 Development-specific Quantity: 141 Rooms
 Zoning Change: None

Trip Generation Summary	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	45	24	100	No
PM Peak-Hour Trips	51	26	100	No
Daily (One-Directional) Trips	615	N/A	750	No

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
-	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	-	N/A	No changes proposed
3b	Tangent	-	N/A	No changes proposed
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			
6a	Same-side O 11.216.d.1.d	-	N/A	No changes proposed
6b	Opposite side O 11.216.d.1.e	-	N/A	No changes proposed
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-J	-	N/A	No changes proposed
10	Any Other Comments:	External access approved as part of the Adell Center PRO project.		

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	Location indicated, 12' by 17', 204 SF	Not Met	Applicant is requesting a deviation for loading zone size.
12	Trash receptacle ZO 5.4.4	Included in rear yard	Met	
13	Emergency Vehicle Access	Turning movements provided	Met	
14	Maneuvering Lane ZO 5.3.2	24'	Met	
15	End islands ZO 5.3.12			

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
15a	Adjacent to a travel way	17.5' radius, 20' radius, 10' wide	Not Met	15' outer radius and 3' shorter than adjacent parking space are ordinance requirements.
15b	Internal to parking bays	Appear to be length of spaces	Met	May be length of adjacent parking space.
16	Parking spaces ZO 5.2.12			
17	Adjacent parking spaces ZO 5.5.3.C.ii.i	15 or fewer spaces without an island	Met	
18	Parking space length ZO 5.3.2	17' at curb and 19' with no curb	Met	
19	Parking space Width ZO 5.3.2	9'	Met	
20	Parking space front curb height ZO 5.3.2	4" at 17' spaces	Met	
21	Accessible parking – number ADA	5	Met	Spaces on the south side of the building could be shifted to provide closer access to the rear entrance, in line with ADA requirements.
22	Accessible parking – size ADA	8' spaces with 5' and 8' aisles	Met	For accessible spaces on the south side of the building, the 5' aisle could be moved to the right side of the rightmost space to provide an aisle for the passenger side.
23	Number of Van-accessible space ADA	2 indicated	Partially Met	The space indicated to be van accessible on the north side of the building has the 8' aisle on the driver's side. The van accessible space should be the space with the 8' aisle on the passenger side.
24	Bicycle parking			
24a	Requirement ZO 5.16.1	6 spaces provided	Met	4 spaces required.
24b	Location ZO 5.16.1	Near front entrance	Met	
24c	Clear path from Street ZO 5.16.1	6' path	Met	
24d	Height of rack ZO 5.16.5.B	36'	Met	
24e	Other (Covered / Layout) ZO 5.16.1	Some dimensions indicated	Partially Met	Include full layout dimensions in future submittals.
25	Sidewalk – min 5' wide Master Plan	5' with no overhang, 7' with overhand, 6' for bike access.	Met	
26	Sidewalk ramps EDM 7.4 & R-28-J	Indicated	Met	

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
27	Sidewalk – distance back of curb EDM 7.4	N/A	-	
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	Included	Met	
33	Signing table: quantities and sizes	Included	Met	
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Included	Met	
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	Included	Met	
36	Sign bottom height of 7' from final grade MMUTCD	Included	Met	
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	Included	Met	
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Included	Met	
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Included	Met	
40	Parking space striping notes	Included	Met	
41	The international symbol for accessibility pavement markings ADA	Included	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



Patricia Thompson, PE
Traffic Engineer



Paula K. Johnson, PE
Senior Transportation Engineer



Saumil Shah, PMP
Project Manager

FAÇADE REVIEW



December 9, 2020

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

Façade Review Status Summary:
Approved, Section 9 Waiver Not Required
(Sample Board and revised dumpster drawings
are required prior to P.C. Meeting).

Re: **FACADE ORDINANCE – Combined Preliminary and Final Site Plan**
Home2 Suites @ Adell Center, JSP22-56 (FKA JSP20-07)
 Façade Region: 1, Zoning District: TC

Dear Ms. McBeth;

The following façade review is based on drawings prepared by TSA Hospitality, dated 06/1/20. This project consists of construction of a 5-story hotel building. The proposed percentages of materials on each elevation are shown in the table below. The maximum minimum percentages allowed and minimum percentages required by the Façade Ordinance Section 5.15 are shown in the right-hand column. Materials in non-compliance, if any, are shown in bold. A sample board as required by Section 5.15.4.D was not provided at the time of this review.

Additional façade requirements apply to buildings located in the TC District, as described in Section 3.27.G of the Town Center Ordinance. This Section requires that “exterior building facades shall be primarily of brick and stone.” Therefore, a minimum of 51% of combined Brick and Stone is required on all facades.

The Fibrous Cement Siding proposed for this project is assumed to be consistent with Note 15 of the Façade Chart for this review. Although the proposed colors are called out by name on the drawings, all colors and textures should be clearly indicated on the Sample Board.

	North (Front)	South	East	West	Ordinance Maximum (Minimum)
Brick	50%	45%	60%	60%	100% (30%)
Cast Stone	28%	29%	24%	24%	50%
Fiber Cement Siding	21%	25%	12%	12%	25%
Flat (Painted) Metal	1%	1%	4%	4%	50%
Combined Brick and Stone	78%	74%	84%	84%	51%

Dumpster Enclosure / Storage Building – Drawing sheet C6.1 has conflicting notes regarding façade materials on the dumpster enclosure and storage building; “4” face brick – color to match building” and “8” split faced scored CMU – color to match building”. It should be noted that this structure must comply with Ordinance Sections 5.15 and 3.27.G. Therefore, a minimum of 51% Brick and Stone to match the primary building is required and a maximum of 10% Split Faced CMU is permitted. Revised drawings indicating a compliant design should be submitted.

Hotel Building - As indicated in the chart above, it appears that all proposed materials are in full compliance with the Façade Ordinance Section 5.15 and the minimum percentage of Brick and Stone required by the TC Ordinance (51%) has been provided. A Section 9 Waiver is not required for this project. The Sample Board indicating the color and texture of all proposed façade materials as required by Section 5.15.4.D of the Ordinance shall be provided not less than 5 days prior to the Planning Commission meeting. A final determination as to the type and colors of Cement Fiber Siding will be made based on said sample board.

Notes to the Applicant:

1. It should be noted that all roof top equipment must be concealed from view from all vantage points both on-site and off-site using extended parapets or roof screens constructed of materials in compliance with the Façade Ordinance.
2. It should be noted that all proposed signs must comply with the City’s Sign Ordinance.
4. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board (in this case the adjacent existing material) will be compared to materials to be installed. It is the applicant’s responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department’s Online Inspection Portal with the following link. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”. <http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

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

Sincerely,

DRN & Architects PC

Douglas R. Necci, AIA

FIRE REVIEW



December 1, 2022

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
Christian Carroll - Plan Review Center
Ben Peacock – Planning Assistant

RE: Home 2 @ Adell Center

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Laura Marie Casey

Hugh Crawford

Justin Fischer

Brian Smith

Ericka Thomas

Interim City Manager
Victor Cardenas

**Director of Public Safety
Chief of Police**
Erick W. Zinser

Fire Chief
Jeffery R. Johnson

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
John B. Martin

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

cityofnovi.org

PSP# 22-0135

PSP# 20-0037

PSP# 20-0010

Project Description:

Build a 5-story hotel off Adell Center Dr Unit #5.

Comments:

- All fire hydrants **MUST** be installed and operational prior to any combustible material is brought on site. **IFC 2015 3312.1**
- For new buildings and existing buildings, you **MUST** comply with the International Fire Code Section 510 for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.
- **MUST** add one fire hydrants on the southeast corner of the structure for coverage. **(D.C.S. Sec.11-68(F)(1)(c)).**
- Hydrants shall be spaced approximately three hundred (300) feet apart online in commercial, industrial, and multiple-residential areas. In cases where the buildings within developments are fully fire suppressed, hydrants shall be no more than five hundred (500) feet apart. **The spacing of hydrants around commercial and/or industrial developments shall be considered as individual cases where special circumstances exist upon consultation with the fire chief. (D.C.S. Sec. 11-68 (f)(1)c).**
- The ability to serve at least two thousand (2,000) gallons per minute in single-family detached residential; three thousand (3,000) gallons per school areas; and at least four thousand (4,000) gallons per minute in office, industrial and shopping centers is essential. **(D.C.S. Sec.11-68(a))**
- **CORRECTED 5/14/20 KSP-FDC** must be within 100' of a fire hydrant. **(IFC 2015 912.2.3).**
- **CORRECTED 12/1/22 KSP-A** hazardous chemical survey is required to be submitted to the Planning & Community Development Department for distribution to the Fire Department at the time any Preliminary Site Plan is submitted for review and approval. Definitions of chemical types can be obtained from the Fire Department at (248) 735-5674.

- **CORRECTED 5/14/20 KSP**-Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. **(D.C.S. Sec 11-239(b)(5))**

Recommendation:

NOT APPROVED

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', with a long horizontal flourish extending to the right.

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

cc: file

APPLICANT RESPONSE LETTER



Triumph Engineering & Design, Inc.

10775 S. Saginaw Street, Suite D | Grand Blanc, MI 48439 | Ph: 810-584-7364 | www.triumpheng.com

December 30, 2022

Lindsay Bell, AICP
City of Novi
45175 Ten Mile Road
Novi, MI 48375

RE: JSP22-56 Home 2 @ Adell Center

Triumph Engineering & Design, Inc. (TED) is in receipt of the Preliminary Site Plan review provided by the City of Novi. Narrative responses are provided below.

PLANNING DEPARTMENT

- DEVIATION REQUEST: Deviation from frontage along a public street. The deviation is approved in the Adell Center PRO Agreement.
- DEVIATION REQUEST: Deviation from access to major thoroughfare. The deviation is approved in the Adell Center PRO Agreement.
- Front (north) parking setback of 18-feet is provided on sheet C3.0 and meets requirement.
- Exterior Side Yard (east) parking setback of 20-feet is dimensioned as 20.5-feet on sheet C3.0 and meets requirement.
- DEVIATION REQUEST: Request from Planning Commission to allow deviation from the size of the loading zone as indicated on sheet C3.0. A dedicated loading zone is located in the rear of the building area. There is no restaurant and only continental breakfast is served, therefore food service deliveries are only required on a weekly basis. Laundry services are needed on a bi-weekly basis. Delivery times are coordinated with non-peak guest hours. Typical delivery trucks are "Box Trucks" that are similar size to UPS trucks and can utilize standard parking spaces. A deviation from Section 3.27.1H is requested.
- Site lighting will be adjusted to incorporate building mounted lighting fixtures.

ENGINEERING DEPARTMENT

General

- City-established benchmarks will be added to the plan set.
- City standard details will be only incorporated at the time of Stamping Set.
- The landscape walls for Adell Center Drive frontage are proposed within existing sanitary sewer, water main and storm sewer easements and a License Agreement will be sought as part of this project.
- An RPZ will be incorporated as part of the irrigation system.



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- Tree fencing at the drip line of trees will be indicated with no grading within those limits.

Water Main

- Additional notations will be provided regarding 10 States Standards.
- Plans will be submitted for EGLE water main permitting.

Storm Sewer

- The underground detention and off-site discharge have already been constructed as part of the Adell Center project. A mechanical pre-treatment unit is proposed upstream of the underground detention.
- A storm schedule will be provided.

Storm Water Management Plan

- Calculations for the evaluation of the existing underground detention system will be provided.

Paving & Grading

- The sidewalk section will be modified to indicate maximum cross-slope of 2%.
- Ramp locations with detectable warning surfaces will be indicated. Products will be indicated.
- Adjustments in grades for existing utility structures will be indicated.
- End islands will conform with the City standard.
- Detailed grade information for pavement and curb grades are provided on sheets C4.0 and C4.1.

Floodplain

- The floodplain line and elevation are indicated on the plans. No impact to the floodplain is proposed.

Soil Erosion and Sedimentation Control

- A SESC permit from the City of Novi will be obtained.

LANDSCAPE

- Refer to the response letter dated December 30, 2022 provided by Allen Design.

TRAFFIC

- **DEVIATION REQUEST:** Request from Planning Commission to allow deviation from the size of the loading zone as indicated on sheet C3.0. A dedicated loading zone is located in the rear of the building area. There is no restaurant and only continental breakfast is served, therefore food service deliveries are only required on a weekly basis. Laundry services are needed on a bi-weekly basis. Delivery times



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are coordinated with non-peak guest hours. Typical delivery trucks are “Box Trucks” that are similar size to UPS trucks and can utilize standard parking spaces. A deviation from Section 3.27.1H is requested.

- Landscape end islands will be compliant with City standard.
- Additional dimensions for the bicycle parking will be provided.

WETLANDS AND WOODLANDS

- The project will not impact a regulated woodland, nor impede within the 25-foot wetland buffer.
- Without any proposed impact to wetlands and maintaining working area outside the 25-foot buffer, it is not necessary to verify concurrence with EGLE.

FACADE

- The dumpster detail will be modified to be all brick exterior finish.
- Roof top equipment will be screened with the building design and equipment positioning on the rooftop.

FIRE DEPARTMENT

- There is an existing hydrant located 64-feet from the southeast corner of the building that was installed as part of the Adell Center development. Three (3) additional hydrants are proposed as part of the Home2 project.

TED appreciates the thorough review provided by the City of Novi. We believe the information contained on the updated plans addresses the Preliminary Site Plan review. Please feel free to contact us should you have any questions or require anything further.

Sincerely,
TRIUMPH ENGINEERING & DESIGN, INC.

A handwritten signature in blue ink, appearing to read "Andrew Andre", is written over a light blue horizontal line.

Andrew Andre, PE

December 30, 2022

Mr. Rick Meader, Landscape Architect
City of Novi Community Development
45175 West 10 Mile
Novi, MI 48375

RE: Home2 Suites

Dear Mr. Meader:

Below are our responses to your review dated October 25, 2022.

Landscape Comments:

1. *Please show tree fencing around the existing street trees.* Fencing is shown around the existing trees and will be called for clarity.
2. *Please clearly show the wall and/or fence and clearly indicate which belongs in each section of frontages.* The wall is a mix of wall and pier and fence and pier and is consistent with the approved roads and utility plan. These elements will be highlighted for clarity.
3. *The northern parking bay has 17 consecutive spaces without a landscaped island. The island with the sidewalk does not count as a landscaped island. A landscape waiver is required for this configuration. It would be supported by staff as the island provides the most direct access for pedestrians to the hotel. If possible, please widen that island to have 10 feet wide greenspace and plant a canopy tree in it. At a minimum, please add shrubs in the island's greenspace to add some visual appeal to it. We will increase the width of the island to achieve a 10' width.*
4. *Please use something other than lawn as the groundcover in the areas near the building that are counted in the building foundation area.* Lawn areas will be substituted with non-turf species.
5. *Please switch out some nonnative species for native species.* Noted
6. *Please reduce the number of honeylocusts to no more than 10 trees.* Noted.
7. *Please provide the irrigation system plan.* An irrigation plan will be provided at stamping sets.
8. *Please use plantings under 24" in front of the FDC.* Noted.
9. *Please add perennial/ground cover detail to plans.* Noted.

If you have any questions or comments regarding this response, please contact me at your convenience.

Sincerely,



James C. Allen
Allen Design L.L.C.