



## Kroger Office Pavilion JSP12-72

**Kroger Office Pavilion, JSP12-72**

Consideration of the request of The Kroger Company of Michigan, for Preliminary Site Plan and Section 9 façade waiver approval. The subject property is located in Section 24 at 40399 Grand River Avenue, south of Grand River Avenue and east of Joseph Drive in the I-1, Light Industrial District. The subject property is 2.87 acres and the applicant is proposing to add a 275 sq. ft. open pavilion space for use by employees at the Kroger office building.

**REQUIRED ACTION**

Approval/denial of the Preliminary Site Plan and Section 9 façade waiver.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	12/06/12	Items to address on the Final Site Plan.
Engineering	Approval recommended	12/05/12	Items to address on the Final Site Plan.
Facade	Approval recommended	12/07/12	<b>Section 9 façade waiver required for the underage of brick and the overage of wood siding and asphalt shingles.</b>
Fire	Approval recommended	11/26/12	Items to address on the Final Site Plan.

**Motion sheet**

Approval – Preliminary Site Plan

In the matter of Kroger Office Pavilion, JSP12-72, motion to **approve** the Preliminary Site Plan subject to the following:

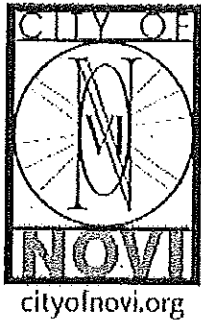
- a. Section 9 façade waiver for the underage of brick and overage of wood siding and asphalt shingles on all facades;
- b. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- c. *(additional conditions here if any)*

for the following reasons...*(because it is otherwise in compliance with Article 19, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

Denial

In the matter of Kroger Office Pavilion, JSP12-72 motion to **deny** the Preliminary Site Plan, for the following reasons...*(because the plan is not in compliance with Article 19, Article 24 and Article 25 of the Zoning Ordinance.)*

## PLANNING REVIEW



## PLAN REVIEW CENTER REPORT

December 6, 2012

### Planning Review

Kroger Office Pavilion

JSP12-72

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#### Petitioner

The Kroger Company of Michigan

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: 40399 Grand River Ave., South of Grand River Ave. and east of Joseph Dr. (Section 24)
- Site Zoning: I-1, Light Industrial
- Adjoining Zoning: North and East: I-1; South: R-4, One-Family Residential; West: NCC, Non-Center Commercial
- Current Site Use: Existing Kroger offices
- Adjoining Uses: North, East and West: Various office and industrial uses; South: Single-Family Residential
- Site Size: 2.87 acres
- Plan Date: 09-04-12

#### Project Summary

The applicant is proposing to add a 275 square foot open pavilion space for use by the employees at the Kroger Office building. The covered structure would be open on all sides and hold two picnic tables.

#### Recommendation

Approval of the Preliminary Site Plan is **recommended**. The applicant should make the appropriate corrections to the plan to address comments in this and other review letters and submit five sets of signed and sealed plans for Final Site Plan approval.

#### Ordinance Standards

The submitted plan was reviewed per the standards of Article 19 (I-1, Light Industrial District) and relevant sections of Article 24 (Schedule of Regulations) and Article 25 (General Provisions).

1. Building Setback; Section 2400 requires a 100 foot building setback from any residential district. The proposed pavilion is setback 87 feet from the residential property line in the rear yard. The applicant has applied to the Zoning Board of Appeals for a variance from this requirement.

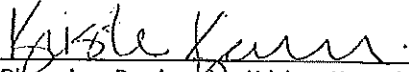
#### Pre-Construction Meeting

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

Kroger Office Pavilion, JSP12-72  
Preliminary Site Plan  
December 6, 2012

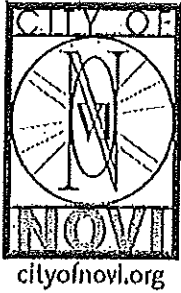
**Response Letter**

A letter from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested to be submitted with the next set of plans addressing each of the comments listed above and in other review letters.



Planning Review by Kristen Kapelanski, AICP  
248.347.0586 or [kkapelanski@cityofnovi.org](mailto:kkapelanski@cityofnovi.org)

**ENGINEERING REVIEW**



## PLAN REVIEW CENTER REPORT

December 5, 2012

### Engineering Review

Kroger Office Pavllion

JSP12-0072

#### Pellilóner

Beech Tree Holdings, LLC, applicant

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Locallon: S. of Grand River E. of Joseph Dr
- Site Size: 2.84 acres
- Plan Date: September 4, 2012

#### Project Summary

- Construction of an outdoor pavllion and approximately 60 L.F. of 6-foot wide concrete sidewalk.

#### Recommendallon

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

#### Comments:

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

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

##### General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. Show the existing utilities on the plan set and highlight any potential impacts.
3. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.

##### Paving & Grading

4. Provide existing topography and 2-foot contours along with the grading for the proposed sidewalk.

5. Provide a pavement cross-section for the proposed sidewalk indicating a maximum cross-slope of 2% and material types.
6. No more than 1/4" vertical obstacle shall be allowed at each transition between the proposed sidewalk and existing sidewalk.

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

7. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.
8. An Itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. The cost estimate must be itemized for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be addressed prior to construction:

9. 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).
10. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
11. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
12. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.

Please contact Adam Wayne at (248) 735-5648 with any questions.



cc: Ben Croy, Engineering  
Brian Coburn, Engineering  
Kristen Kapelanski, Community Development Department



**FACADE REVIEW**



Phone: (248) 880-6523  
 E-Mail: dnecci@drnarchitects.com  
 Web: drnarchitects.com

DRN & ASSOCIATES, ARCHITECTS, PC

60850 Applebrooke Dr., Northville, MI 48167



December 7, 2012

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

Re: **FACADE ORDINANCE - Facade Review – Preliminary Site Plan**  
**Kroger Office Pavilion, PSP12-0048**  
 Façade Region: I, Zoning District: I-1, Building Area: 270 S.F..

Dear Ms. McBeth;

The following is the Facade Review for Preliminary and Final Site Plan Approval of the above referenced project based on the drawings prepared by Jeffery A. Scott Architects, PC, dated 9/4/12. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the Schedule Regulating Façade Materials (AKA Façade Chart) of Ordinance Section 2520 are shown in the right hand column. Materials in non-compliance with the Façade Chart, if any, are highlighted in bold.

	West	South	East	North	Ordinance Maximum (Minimum)
Brick	0%	0%	0%	0%	100% (30%)
Cultured Stone	28%	10%	28%	10%	50%
Wood Siding / Trim	72%	20%	72%	20%	0%
Asphalt Shingles	0%	70%	0%	70%	25%

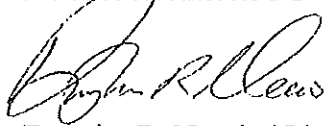
Recommendation - As shown above the percentage of brick is below the minimum and the percentage of wood siding and asphalt shingles is above the maximum percentages allowed by the Façade Chart. A Section 9 Waiver would be required for these materials. Section 2520.12 of the Façade Ordinance states that canopies are considered separate facades and are to be constructed of materials matching the primary building. It is recommended that the applicant consider substituting brick matching that used on the existing building for the cultured stone. With this modification we would recommend a Section 9 Waiver for the underage of brick and overage of asphalt shingles and wood siding.

**Notes to the Applicant:** The City of Novi requires Façade Inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. This should occur immediately after the materials are delivered. Materials must be approved before installation on the building. Please use the Novi Building Department's Online Inspection Portal by following the link below. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

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

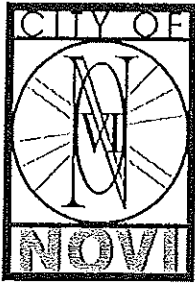
If you have any questions regarding this project please do not hesitate to call.

Sincerely,  
DRN & Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci".

Douglas R. Necci, AIA

**FIRE REVIEW**



November 26, 2012

TO: Barbara McBeth, Deputy Director of Community Development  
Joseph Shelton, Fire Marshal

RE: Kroger Office Pavilion, preliminary Site plan

SP#: JSP12-72

**CITY COUNCIL**

Mayor  
Bob Gatt

Mayor Pro Tem  
Dave Staudt

Terry K. Margolis

Andrew Mutch

Justin Fischer

Wayne Wrobel

Laura Marie Casey

City Manager  
Clay J. Pearson

Director of Public Safety  
Chief of Police  
David E. Molloy

Director of EMS/Fire Operations  
Jeffery R. Johnson

Assistant Chief of Police  
Victor C.M. Lauria

Assistant Chief of Police  
Jerrod S. Hart

**Project Description:**

New Pavilion addition to outside patio seating area.

**Comments:**

This addition is located outside the building and does not impact any fire protection systems for the main building. New pavilion does not interfere with access driveway to the south or egress pathway.

One issue of caution – This Pavilion is a combustible wooden structure. No open flame cooking (BBQ grill), is allowed under combustible construction, or within 10ft, unless provided with an automatic fire suppression system- per International Fire Code – Section 308.3.1

**Recommendation:**

The above plan is recommended for **APPROVAL**.

Sincerely,

Andrew Copeland – Inspector II/CFPE  
City of Novi – Fire Dept.

cc: file

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

cityofnovi.org

**APPLICANT RESPONSE LETTER**



**jeffery a.  
scott  
architects p.c.**

**MEMORANDUM**

**architects • engineers**

**TO:** Kristen Kapelanski  
City of Novi

**FROM:** Jeffery A Scott AIA  
Jeffery A. Scott Architects  
Matt Andrus  
Jeffery A. Scott Architects

**DATE:** Wednesday, January 2, 2013

**RE:** Kroger Office Pavilion  
40399 Grand River Ave.  
Novi, Michigan 48375  
**Response Memo for planning review letters**



**JSA job #** 1146.1

**CC:** Charles McCullah & Mark Millerwise (The Kroger Company), and File.

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**RESPONSE FOR ENGINEERING REVIEW LETTER DATED DECEMBER 5, 2012**

1. **Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.**

*Response: We will comply.*

2. **Show the existing utilities on the plan set and highlight any potential impacts.**

*Response: We will comply.*

3. **The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.**

*Response: We will comply.*

4. **Provide existing topography and 2-foot contours along with the grading for the proposed sidewalk.**

*Response: We will comply.*

5. **Provide a pavement cross-section for the proposed sidewalk indicating a maximum cross-slope of 2% and material types.**

*Response: We will comply.*

6. No more than 1/4" vertical obstacle shall be allowed at each transition between the proposed sidewalk and existing sidewalk.

*Response: We will comply.*

7. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.

*Response: We will comply.*

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

*Response: We will comply.*

9. 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).

*Response: We understand.*

10. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.

*Response: We understand.*

11. Construction inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.

*Response: We understand.*

12. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.

*Response: We understand.*



**RESPONSE FOR FACADE REVIEW LETTER DATED DECEMBER 7, 2012**

**Recommendation -** As shown above the percentage of brick is below the minimum and the percentage of wood siding and asphalt shingles is above the maximum percentages allowed by the Facade Chart. A Section 9 Waiver would be required for these materials. Section 2520.12 of the Facade Ordinance states that canopies are considered separate facades and are to be constructed of materials matching the primary building. It is recommended that the applicant consider substituting brick matching that used on the existing building for the cultured stone. With this modification we would recommend a Section 9 Waiver for the underage of brick and overage of asphalt shingles and wood siding.

*Response: We will comply. We will substitute brick that matches the existing building for the cultured stone.*

**Notes to the Applicant:** The City of Novi requires Facade Inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each facade material at the appropriate time. This should occur immediately after the materials are delivered. Materials must be approved before installation on the building. Please use the Novi Building Department's Online Inspection Portal by following the link below. Please click on "Click here to Request an Inspection" under "Contractors", then click "Facade".

*Response: We understand.*

**RESPONSE FOR FIRE DEPARTMENT REVIEW LETTER DATED NOVEMBER 26, 2012**

This addition is located outside the building and does not impact any fire protection systems for the main building. New pavilion does not interfere with access driveway to the south or egress pathway.

**One issue of caution -** This Pavilion is a combustible wooden structure. No open flame cooking (BBQ grill), is allowed under combustible construction, or within 10ft, unless provided with an automatic fire suppression system - per International Fire Code - Section 308.3.1

*Response: We understand.*

**END OF MEMORANDUM**

**SITE PLAN**

EXISTING CONCRETE WALKWAY TO REMAIN

NEW 6'-0" CONCRETE WALKWAY

RELOCATED 8" DIAMETER MAPLE

SHOEBOX STREETLIGHT TO REMAIN

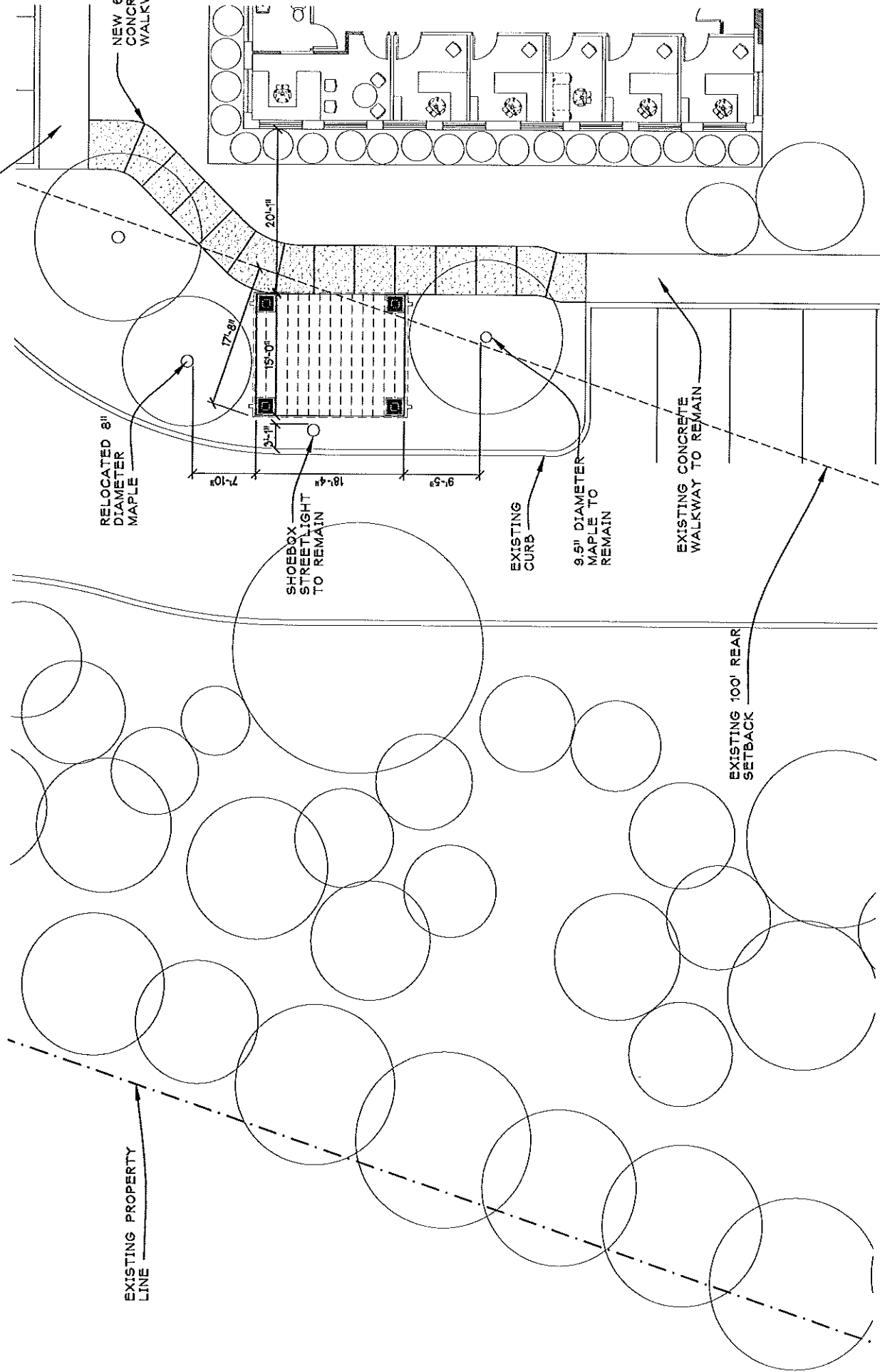
EXISTING CURB

9.5" DIAMETER MAPLE TO REMAIN

EXISTING CONCRETE WALKWAY TO REMAIN

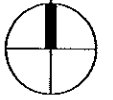
EXISTING 100' REAR SETBACK

EXISTING PROPERTY LINE



\* FIELD VERIFY DIMENSIONS

**SITE PLAN**  
SCALE: 3/32" = 1'-0"



MAPS  
Location  
Zoning  
Future Land Use  
Natural Features

# Kroger Office Pavilion JSP12-74

Location



Map Author: Kristen Kapelanski  
 Date: 12-20-12  
 Project: JSP12-74 Kroger Office Pavilion  
 Version #: 1.0

**Map Legend**

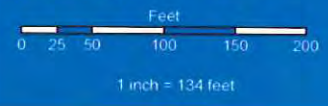
- Subject Property

**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.

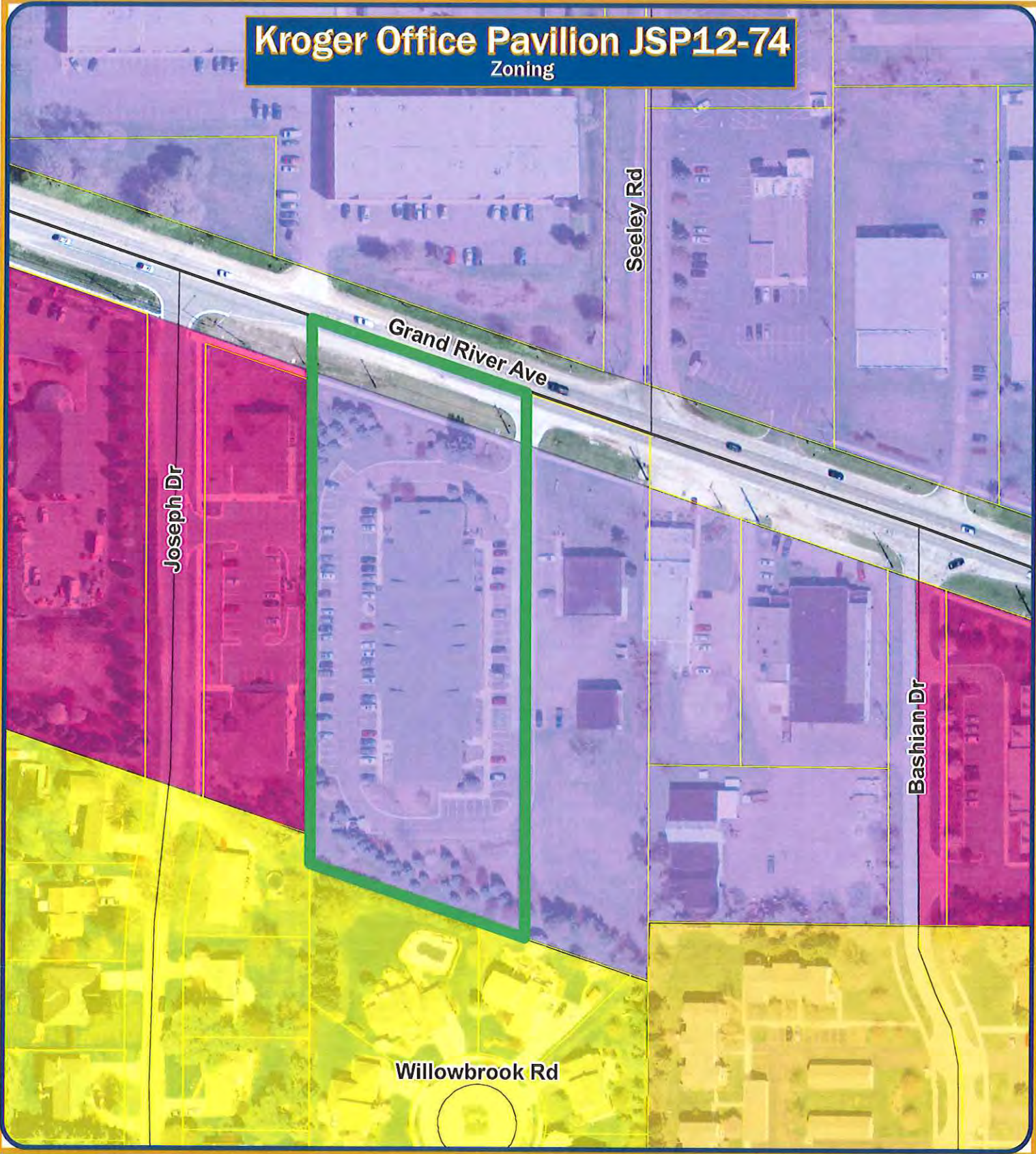


**City of Novi**  
 Planning Division  
 Community Development  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)



# Kroger Office Pavilion JSP12-74

## Zoning



Map Author: Kristen Kapelanski  
 Date: 12-20-12  
 Project: JSP12-74 Kroger Office Pavilion  
 Version #: 1.0

**MAP INTERPRETATION NOTICE**  
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Map Legend	
	Subject Property
	R-4: One-Family Residential District
	RM-1: Low-Density Multiple Family
	I-1: Light Industrial District
	NCC: Non-Center Commercial District



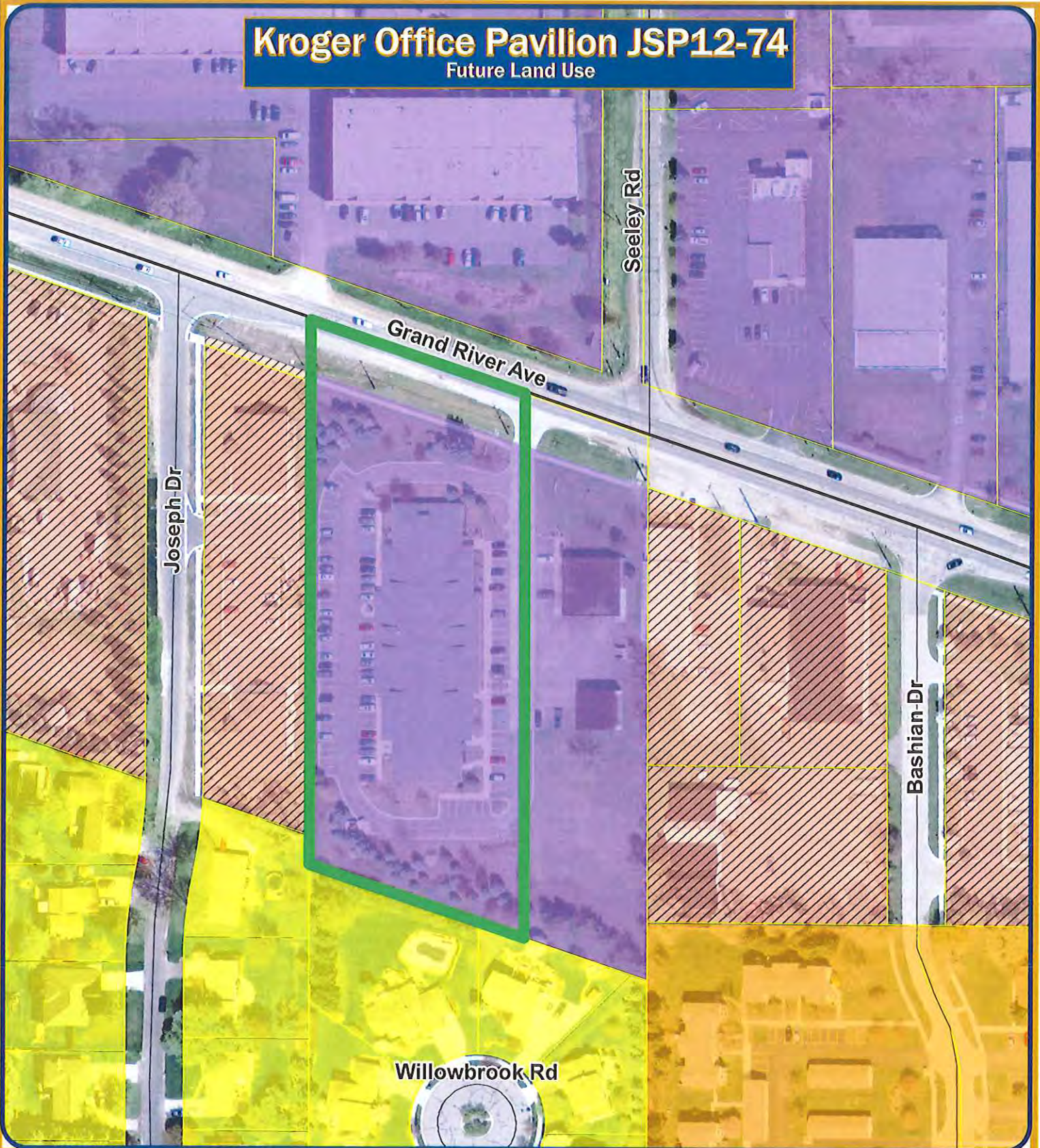
**City of Novi**  
 Planning Division  
 Community Development  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
 cityofnovi.org



1 inch = 134 feet

# Kroger Office Pavilion JSP12-74

Future Land Use



Map Author: Kristen Kapelanski  
 Date: 12-20-12  
 Project: JSP12-74 Kroger Office Pavilion  
 Version #: 1.0

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- Map Legend**
-  Subject Property
  -  Single Family
  -  Multiple Family
  -  Industrial RD Tech
  -  Community Commerical



**City of Novi**  
 Planning Division  
 Community Development  
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 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)



1 inch = 134 feet

# Kroger Office Pavilion JSP12-74

## Natural Features



Map Author: Kristen Kapelanski  
 Date: 12-20-12  
 Project: JSP12-74 Kroger Office Pavilion  
 Version #: 1.0

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Map Legend	
	Subject Property
	Wetlands
	Woodlands



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[cityofnovi.org](http://cityofnovi.org)

