



COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road
Novi, MI 48375
(248) 347-0415 Phone
(248) 735-5600 Facsimile
www.cityofnovi.org

ZONING BOARD OF APPEALS STAFF REPORT

FOR: City of Novi Zoning Board of Appeals

MEETING DATE: February 10, 2026

REGARDING: Napier and 8 Mile Road #50-22-31-104-013 & 50-22-31-104-014 (PZ26-0001)

BY: Alan Hall, Deputy Director Community Development

I. GENERAL INFORMATION:

Applicant

Chamberlin Crossing

Variance Type

Sign Variance

Property Characteristics

Zoning District: This property is zoned Residential Acreage(R-A)

Location: north of Park Place Drive, east of Napier Road

Parcel #: 50-22-31-104-013 & 50-22-31-104-014

Request

The applicant is requesting variances from the City of Novi Sign Ordinance Section 28-1(7) for two, nonconforming monument ground signs which do not meet the design standards per the definition of a "ground sign" in that they do not contain a monument base and have support poles visible.

II. STAFF COMMENTS:

The applicant is seeking sign variances for two nonconforming monument ground signs placed at either side of the entrance to Chamberlin Crossing off Napier Road.

These signs have been installed without the required base materials, and the structural posts are exposed.

There is an open code enforcement on the property for not obtaining proper sign permits and constructing this non-conforming sign configuration.

III. RECOMMENDATION:**The Zoning Board of Appeals may take one of the following actions:**

I move that we **grant** the variance in Case No. **PZ26-0001** sought by _____, for _____ because Petitioner has shown practical difficulty including _____ requiring _____ on the basis of any of the following:

- a. That the request is based upon circumstances or features that are exceptional and unique to the property and do not result from conditions that exist generally in the city or that are self-created including _____

_____.
- b. That the failure to grant relief will unreasonably prevent or limit the use of the property and will result in substantially more than mere inconvenience or inability to attain a higher economic or financial return because _____

_____.
- c. That the grant of relief would be offset by other improvements or actions, such as increased setbacks or increased landscaping, such that the net effect will result in an improvement of the property or the project _____

_____.
- d. That construction of a conforming sign would require the removal or significant alteration of natural features on the property because _____

_____.
- e. The grant of relief will not result in a use or structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties, will result in substantial justice being done to both the applicant and adjacent or surrounding properties, and is not inconsistent with the spirit and intent of this chapter because _____

_____.

The variance granted is subject to:

1. _____.
2. _____.
3. _____.
4. _____.

I move that we **deny** the variance in Case No. **PZ26-0001** sought by _____, for _____ because Petitioner has not shown practical difficulty because: _____.

- a. That the request is based upon circumstances or features that are not exceptional and/or unique to the property and/or that result from conditions that exist generally in the city or that are self-created including _____

_____.
- b. That the failure to grant relief will not unreasonably prevent or limit the use of the property and/or will not result in substantially more than mere inconvenience or inability to attain a higher economic or financial return because _____

_____.
- c. That the grant of relief would not be offset by other improvements or actions, such as increased setbacks or increased landscaping, such that the net effect will not result in an improvement of the property or the project because _____

_____.
- d. That construction of a conforming sign would not require the removal or significant alteration of natural features on the property because _____

_____.
- e. The grant of relief will result in a use or structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties, will not result in substantial justice being done to both the applicant and adjacent or surrounding properties, and is inconsistent with the spirit and intent of this chapter because _____

_____.

Should you have any further questions with regards to the matter please feel free to contact me at (248) 347-0423.

Alan Hall – Deputy Director Community Development - City of Novi

RECEIVED

JAN 05 2025

CITY OF NOVI
COMMUNITY DEVELOPMENT

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ZONING BOARD OF APPEALS APPLICATION

APPLICATION MUST BE FILLED OUT COMPLETELY

I. PROPERTY INFORMATION (Address of subject ZBA Case)

PROJECT NAME / SUBDIVISION
Chamberlin Crossing Subdivision Entrance Signs

ADDRESS
North and South Entrance Signs

LOT/SIUTE/SPACE #

SIDWELL #
50-22- 31-104-013 and -014

May be obtain from Assessing
Department (248) 347-0485

CROSS ROADS OF PROPERTY Napier and ~~Ten~~ Mile ~~8~~ mile

IS THE PROPERTY WITHIN A HOMEOWNER'S ASSOCIATION JURISDICTION?

YES NO

REQUEST IS FOR:

RESIDENTIAL COMMERCIAL VACANT PROPERTY SIGNAGE

DOES YOUR APPEAL RESULT FROM A NOTICE OF VIOLATION OR CITATION ISSUED?

YES NO

II. APPLICANT INFORMATION

A. APPLICANT

NAME Chamberlin Crossing HOA

ORGANIZATION/COMPANY

51209 Chamberlin Ct

FAX NO.

ADDRESS

CITY
NorthvilleSTATE
MIZIP CODE
48167

B. PROPERTY OWNER

CHECK HERE IF APPLICANT IS ALSO THE PROPERTY OWNER

Identify the person or organization that
owns the subject property:

NAME

EMAIL ADDRESS

CELL PHONE NO.

TELEPHONE NO.

ADDRESS

CITY

STATE

ZIP CODE

III. ZONING INFORMATION

A. ZONING DISTRICT

R-A R-1 R-2 R-3 R-4 RM-1 RM-2 MH
 I-1 I-2 RC TC TC-1 OTHER _____

B. VARIANCE REQUESTED

INDICATE ORDINANCE SECTION (S) AND VARIANCE REQUESTED:

- Section _____ Variance requested _____ monument sign variance _____
- Section _____ Variance requested _____
- Section _____ Variance requested _____
- Section _____ Variance requested _____

IV. FEES AND DRAWINGS

A. FEES

Single Family Residential (Existing) \$220 (With Violation) \$275 Single Family Residential (New) \$275
 Multiple/Commercial/Industrial \$330 (With Violation) \$440 Signs \$330 (With Violation) \$440
 House Moves \$330 Special Meetings (At discretion of Board) \$660

B. DRAWINGS 1-COPY & 1 DIGITAL COPY SUBMITTED AS A PDF

- Dimensioned Drawings and Plans
- Site/Plot Plan
- Existing or proposed buildings or addition on the property
- Number & location of all on-site parking, if applicable
- Existing & proposed distance to adjacent property lines
- Location of existing & proposed signs, if applicable
- Floor plans & elevations
- Any other information relevant to the Variance application



ZONING BOARD OF APPEALS APPLICATION

V. VARIANCE

A. VARIANCE (S) REQUESTED

DIMENSIONAL USE SIGN

There is a five-(5) hold period before work/action can be taken on variance approvals.

B. SIGN CASES (ONLY)

Your signature on this application indicates that you agree to install a **Mock-Up Sign** ten-(10) days before the schedule ZBA meeting. Failure to install a mock-up sign may result in your case not being heard by the Board, postponed to the next schedule ZBA meeting, or cancelled. A mock-up sign is **NOT** to be actual sign. Upon approval, the mock-up sign must be removed within five-(5) days of the meeting. If the case is denied, the applicant is responsible for all costs involved in the removal of the mock-up or actual sign (if erected under violation) within five-(5) days of the meeting.

C. ORDINANCE

City of Novi Ordinance, Section 3107 – Miscellaneous

No order of the Board permitting the erection of a building shall be valid for a period longer than one-(1) year, unless a building permit for such erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

No order of the Board permitting a use of a building or premises shall be valid for a period longer than one-hundred and eighty-(180) days unless such use is established within such a period; provided, however, where such use permitted is dependent upon the erection or alteration or a building such order shall continue in force and effect if a building permit for such erection or alteration is obtained within one-(1) year and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

D. APPEAL THE DETERMINATION OF THE BUILDING OFFICIAL

PLEASE TAKE NOTICE:

The undersigned hereby appeals the determination of the Building Official / Inspector or Ordinance made

CONSTRUCT NEW HOME/BUILDING ADDITION TO EXISTING HOME/BUILDING SIGNAGE
 ACCESSORY BUILDING USE OTHER _____

VI. APPLICANT & PROPERTY SIGNATURES

A. APPLICANT

Applicant Signature

Date

B. PROPERTY OWNER

If the applicant is not the owner, the property owner must read and sign below:

The undersigned affirms and acknowledges that he, she or they are the owner(s) of the property described in this application, and is/are aware of the contents of this application and related enclosures.

Property Owner Signature

Date

VII. FOR OFFICIAL USE ONLY

DECISION ON APPEAL:

GRANTED

DENIED

The Building Inspector is hereby directed to issue a permit to the Applicant upon the following and conditions:

Chairperson, Zoning Board of Appeals

Date



Community Development Department

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REVIEW STANDARDS SIGN VARIANCE

The Zoning Board of Appeals (ZBA) will review the application package and determine if the proposed Sign Variance meets the required standards for approval. In the space below, and on additional paper if necessary, explain how the proposed project meets each of the following standards. (Increased costs associated with complying with the Zoning Ordinance will not be considered a basis for granting a Sign Variance.)

Standard #1. Extraordinary Circumstances or Conditions.

Explain how the circumstances or physical conditions applying to the property that do not apply generally to other properties in the same Zone District or in the general vicinity. Circumstances or physical conditions may include:

a. Shape of Lot. A sign could not be placed in the location required by the Zoning Ordinance due to the shape, topography or other physical conditions of the lot or due to the location of an existing structure.

Not Applicable Applicable

If applicable, describe below:

and/or

b. Environmental Conditions. A sign could not be placed in the location required by the Zoning Ordinance without removing or severely altering natural features, such as trees, topography, drainage courses or encroaching upon stormwater facilities.

Not Applicable Applicable

If applicable, describe below:

and/or

c. Abutting Property. A sign could not be reasonably seen by passing motorists due to the configuration of existing buildings, trees, signs or other obstructions on an abutting property.

Not Applicable Applicable

If applicable, describe below:

d. **Scale of Building or Lot Frontage.** A sign that exceeds permitted dimensions for area and/or height could be considered appropriate in scale due to the length of the building frontage (wall sign only) or length of the lot frontage (ground sign only).

Not Applicable Applicable

If applicable, describe below:

e. **Not Self-Created.** Describe the immediate practical difficulty causing the need for the Variance was not created by the applicant or any person having an interest in the sign, sign structure, or property.

Not Applicable Applicable

If applicable, describe below:

Signs are of first class aesthetic design and premium materials. Signs were supported with full drawings. Signs, because of elevation and to minimize disturbance, were placed on steel square stock posts mechanically fastened to concrete footings.

Standard #2. Limit Use of Property.

Explain how the failure to grant relief will unreasonably prevent or limit the use of the property and will result in substantially more than mere inconvenience or inability to attain a higher economic or financial return.

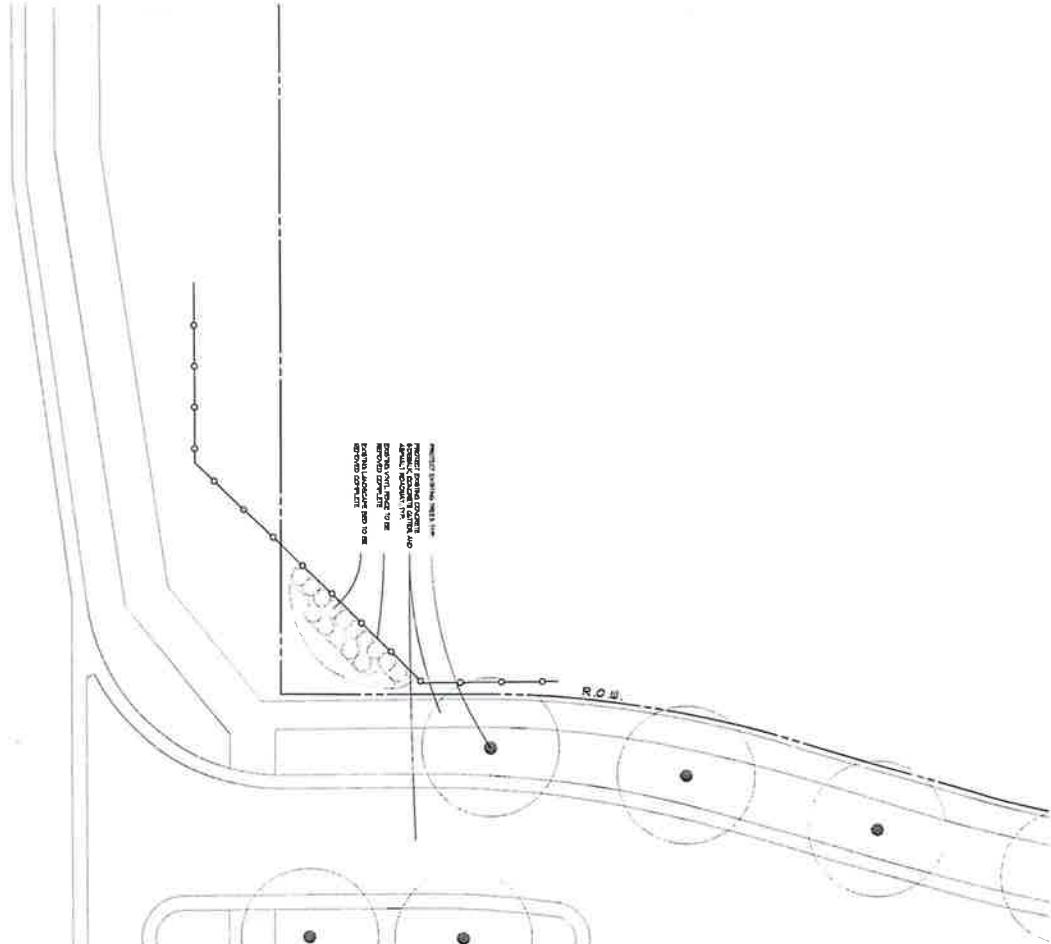
The signs were already installed and HOA would suffer great prejudice if ordered to remove based on a technicality. Balance of harms warrants keeping signs in place, especially where they are aesthetically pleasing and constructed robustly. The signs enhance and do not detract from entrance and are nicer than surrounding area signs. The signs are a benefit to the community.

Standard #3. Adverse Impact on Surrounding Area.

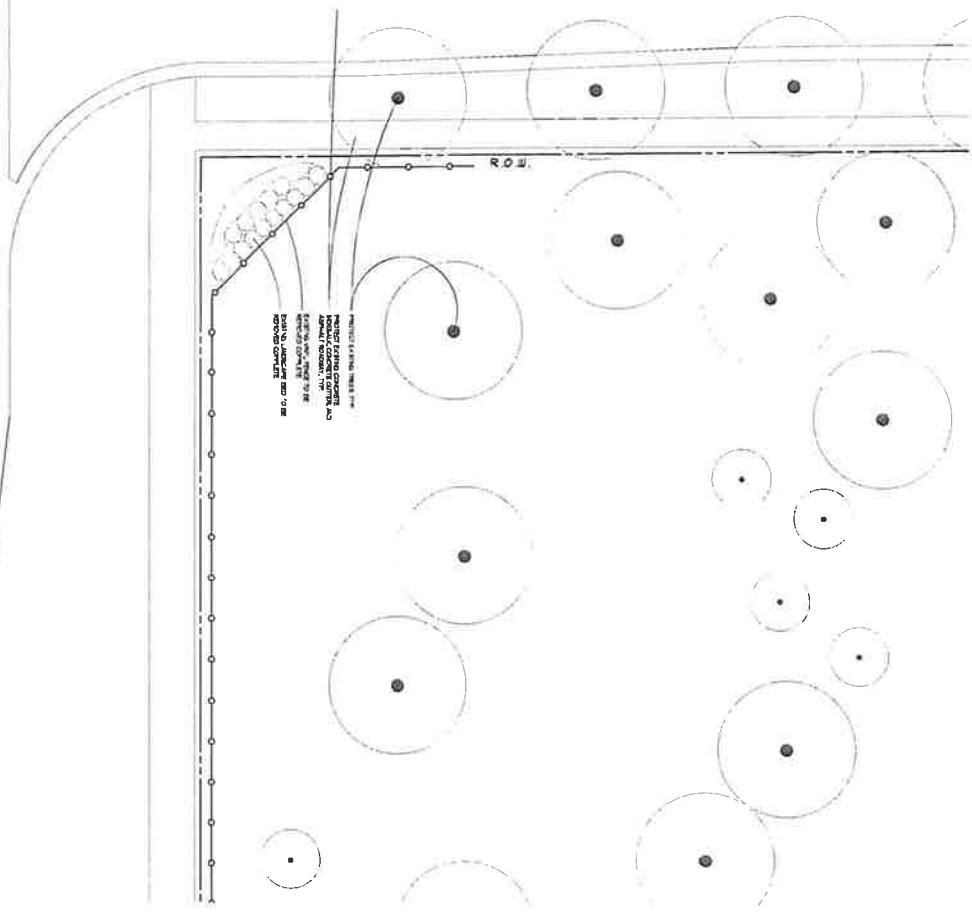
Explain how the Sign Variance will not result in a use or structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties, will result in substantial justice being done to both the applicant and adjacent or surrounding properties, and is not inconsistent with the spirit and intent of this chapter.

For the reasons stated above the use and structure is not incompatible with the surrounding properties. The signs meet all other requirements except post versus monument and are otherwise in the spirit of the code. Substantial justice will be done by granting the variance because the signs enhance property values and the community and it would be a hardship to remove, only to reinstall on a different mounting system. Because of the plantings surrounding the signs, it is not even evident to passersby that the sign is post construction versus monument.

NAPIER ROAD



CHAMBERLIN COURT



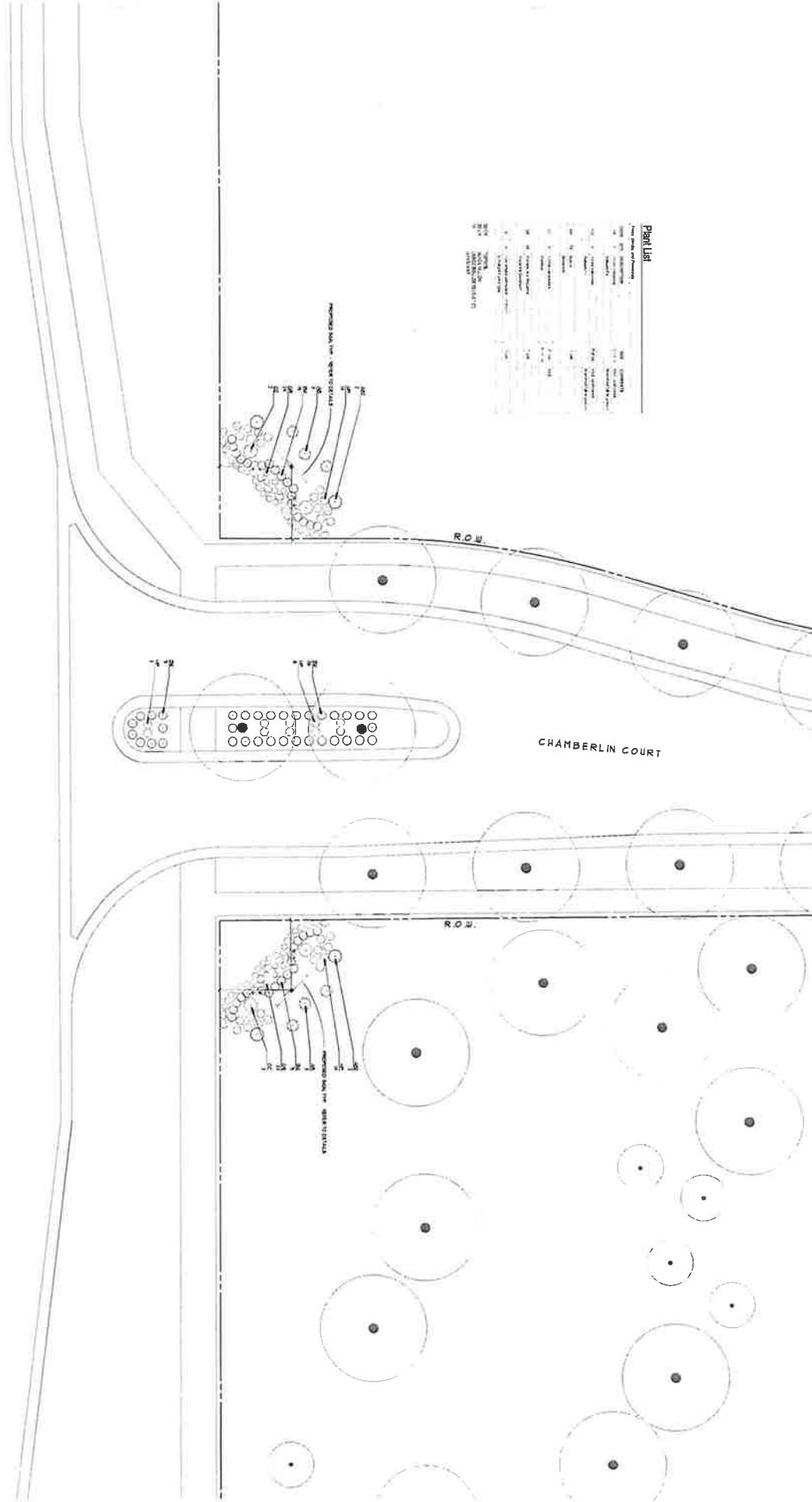
CHAMBERLIN CROSSINGS -
HOME FRONT LANDSCAPE
UPRISE LANDSCAPE & CONSTRUCTION, LLC
DEMOLITION & REMOVALS PLAN
08/2011



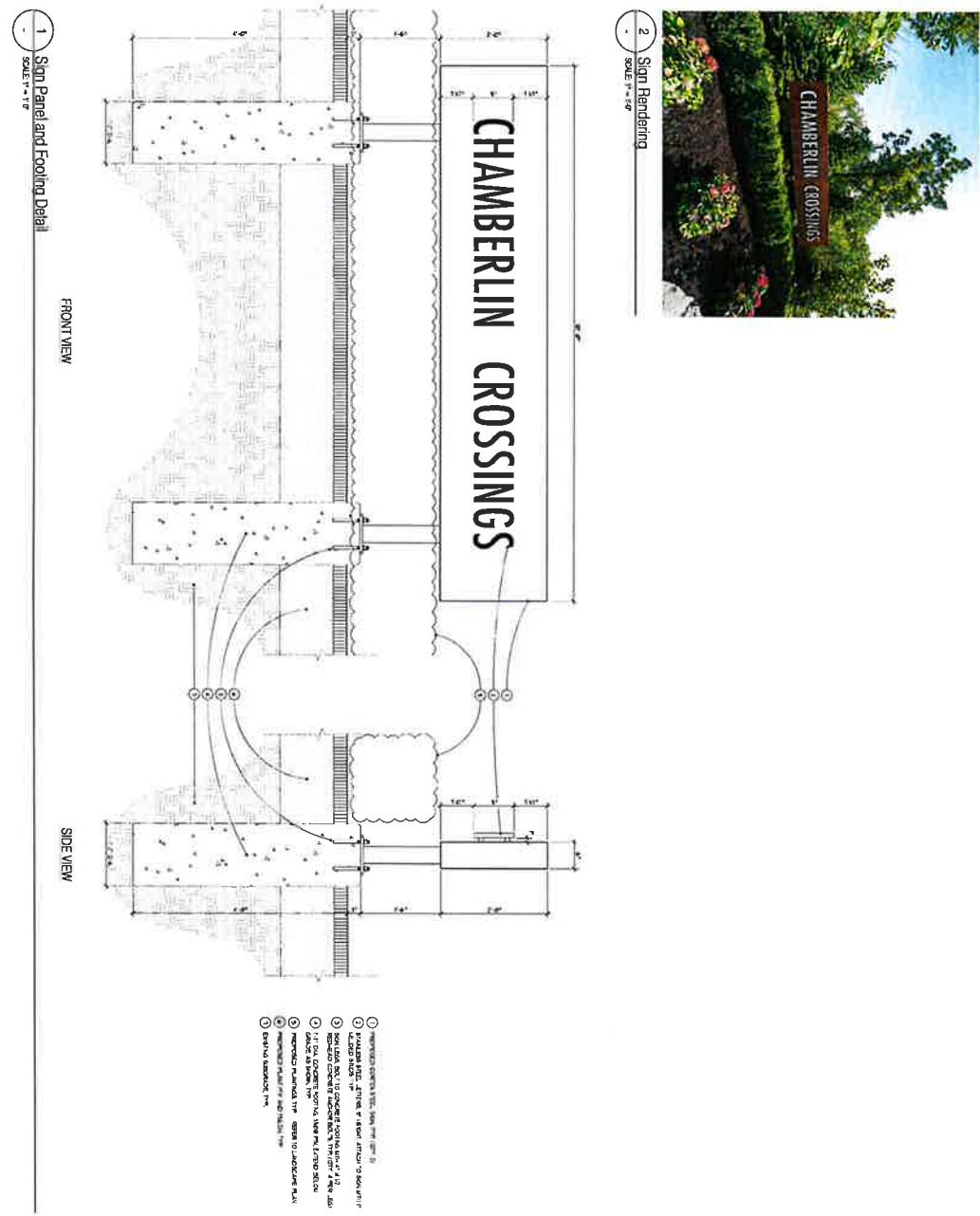
CHAMBERLIN CROSSINGS-
NO FRONT LANDSCAPE
UPPER LANDSCAPE & CONSTRUCTION, LLC
LANDSCAPE PLAN



NAPIER ROAD



Plant List	
1. 1.5' - 2' diameter	100
2. 2' - 3' diameter	100
3. 3' - 4' diameter	100
4. 4' - 5' diameter	100
5. 5' - 6' diameter	100
6. 6' - 7' diameter	100
7. 7' - 8' diameter	100
8. 8' - 9' diameter	100
9. 9' - 10' diameter	100
10. 10' - 12' diameter	100
11. 12' - 15' diameter	100
12. 15' - 18' diameter	100
13. 18' - 24' diameter	100
14. 24' - 30' diameter	100
15. 30' - 36' diameter	100
16. 36' - 42' diameter	100
17. 42' - 48' diameter	100



CHAMBERLIN CROSSINGS -
HOA FRONT LANDSCAPE
UPRISE LANDSCAPE & CONSTRUCTION, LLC
SIGN DETAILS
OC1048311-225