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CONTEMPORARY IMAGING ASSOCIATES – SP 08-28

CONTEMPORARY IMAGING ASSOCIATES, SITE PLAN NUMBER 08-28

Public Hearing of the request of Sarnacki and Associates, for Preliminary Site Plan, Woodland Permit, and Stormwater Management Plan approval. The subject property is in Section 24, north of Ten Mile, west of Haggerty Road, in the OS-1, Office Service District. The subject property is approximately 3.06 acres and the applicant is proposing to construct a 9,924 square foot one-story medical office building, and includes the location for a potential second building on the property with associated parking.

Required Action

Approve/deny the Preliminary Site Plan, Stormwater Management Plan, and Woodland Permit

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	07/23/08	<ul style="list-style-type: none"> • Provide two additional parking spaces or seek a ZBA variance • Minor items to be addressed at time of Final Site Plan submittal
Wetlands	Approval recommended	08/04/08	Minor items to be addressed at time of Final Site Plan submittal
Woodlands	Approval recommended	07/29/08	Minor items to be addressed at time of Final Site Plan submittal
Landscaping	Approval recommended	07/16/08	<ul style="list-style-type: none"> • PC waiver to install a wall in lieu of a berm • Minor items to be addressed at time of Final Site Plan submittal
Traffic	Approval recommended	07/16/08	Minor items to be addressed at time of Final Site Plan submittal
Engineering	Approval recommended	07/23/08	Minor items to be addressed at time of Final Site Plan submittal
Façade	Approval recommended	07/29/08	N/A
Fire	Approval recommended	07/31/08	N/A

Motions

Approval – Preliminary Site Plan

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **approve** the Preliminary Site Plan, subject to the following:

- a. Planning Commission waiver to install a wall in lieu of a berm along the western property line adjacent to the parking lot;
- b. Providing two additional parking spaces to meet the standard of Section 2505.14.d(3) of the Zoning Ordinance, or seek a Zoning Board of Appeals variance;
- c. The conditions and items listed in the staff and consultant review letters being addressed on the plans prior to Stamping Sets; and
- d. (additional conditions here if any)

for the following reasons...*(because it is otherwise in compliance with Article 11, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance).*

Denial – Preliminary Site Plan

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **deny** the Preliminary Site Plan, for the following reasons...*(because it is not in compliance with the Ordinance).*

Approval - Storm Water Management Plan

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **approve** the Storm Water Management Plan, subject to the following:

- a. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- b. (additional conditions here if any)

for the following reasons...*(because it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

Denial - Storm Water Management Plan

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **deny** the Storm Water Management Plan, for the following reasons...*(because it is not in compliance with Chapter 11 of the Ordinance.)*

Approval – Woodland Permit

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **approve** the Woodland Permit, subject to the following:

- a. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- b. (additional conditions here if any)

for the following reasons...*(because it is in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance).*

Denial – Woodland Permit

In the matter of Contemporary Imaging Associates, SP 08-28, motion to **deny** the Woodland Permit, for the following reasons...*(because it is not in compliance with Chapter 37 of the Code of Ordinances).*

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

July 23, 2008

Planning Review

Contemporary Imaging Associates

SP #08-28

Petitioner

Sarnacki & Associates, Architects Inc.

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: Karim Boulevard, North side of 10 Mile Road, West of Haggerty
- Site Zoning: OS-1, Office Service District
- Adjoining Zoning: North, South & East: OS-1; West: RM-1
- Proposed Use(s): 9,924 sf single-story medical office building; Location indicated for potential 8,310 sf future building (plan not phased)
- Adjoining Uses: North: Vacant land (The proposed Karim Office Building received their third and final site plan extension in April 2008); East: Vacant land across Karim Blvd; West: Olde Orchard Condominiums; South: Vacant land
- Site Size: 3.06 acres
- School District: Novi Community Schools
- Plan Date: June 23, 2008

Project Summary

The applicant is proposing to construct a 9,924 sf one-story medical office building, and includes the location for a potential second building on the property with associated parking. (We note the plan was not submitted with a phasing plan, so the second building would need to undergo full site plan review if it is proposed to be built in the future). Also, a mobile MRI unit is proposed to be located on-site at various times until demand for the unit becomes high enough to permit a permanent location in the building.

Recommendation

Approval of the Preliminary Site Plan is **recommended**, subject to addressing the issues noted below on the Final Site Plan, or securing a Zoning Board of Appeals variance if the site can not be redesigned to meet the standards:

1. Provide two additional parking spaces to eliminate the need to request a ZBA variance; and
2. Remaining issues in the Planning Review Letter, Planning Review Summary Chart and Lighting Review Summary Chart to be addressed on the Final Site Plan.

Comments:

The Preliminary Site Plan was reviewed according to the standards of Article 11, Office Service District; Section 2400, the Schedule of Regulations; Article 25, General Provisions; and other sections of the Zoning Ordinance, as noted. Items underlined below need to be addressed at the time of Final Site Plan Review. Items in **bold** need to be considered by the applicant or the Planning Commission at the time of Preliminary Site Plan Review:

1. **Multiple Buildings:** All references to phasing on the plans should be removed, since this plan was not submitted for review as a phasing plan. It is appropriate to leave the conceptual location of the second building on the plans, however it should be noted as a "potential future building" rather than a second phase.
2. **Parking:** Based on the revised building square footage since the preapplication submittal, 54 parking spaces are required per the Zoning Ordinance standard, however only 52 parking spaces are provided. **Please see Comment #12 in the traffic consultant's review letter for how the site may be modified to accommodate additional spaces, thus eliminating the need to request a Zoning Board of Appeals variance.** Also, please note there are changes being made to the Michigan Building Code, effective August 1, 2008, which may impact the barrier-free spaces on this site. See attached document for details.
3. **Mobile MRI Unit and Loading Zone:** While the MRI unit is located in the rear yard, it is adjacent to residential uses, and will have a screen wall that blocks the neighbor's view of the unit. The applicant indicates the unit will initially be on-site one day a week, operating between the hours of 8am to 5pm. As demand increases, the unit may be on-site up to 4 days a week. Once demand exceeds 4 days a week, the applicant would be eligible to install a fixed MRI unit within the building. It is our understanding that once a fixed MRI unit is provided in the building, the MRI pad would revert to use as a loading area/emergency access. While a loading area (which is required per the ordinance standard) is provided adjacent to the MRI pad, when the unit is not on-site or becomes permanently located in the building, the MRI pad could be used for the loading area. The MRI pad is fully-shielded from the adjacent residential by the proposed 12' screen wall. Please clarify if this is not an accurate description of the proposed use of the mobile MRI pad. Also, the screening for the MRI unit should be extended north to the edge of the building, which will eliminate the gap between the screen wall and the parking lot screening. The Planning Commission is typically asked to make a finding regarding screening at the time of Preliminary Site Plan Review.
4. **Floor Plan:** Please indicate how the "Future Space" on the floor plan may be utilized.

5. **Generator:** It appears a generator is proposed on the west side of the building, near the rear of the structure. Additional information is required to be submitted with the Final Site Plan, including manufacturer's details of the proposed equipment; elevations with dimensions of the generator, including full screening of the unit; hours of operation; and noise attenuation measures, if any, to verify the generator will meet the standards of Section 2519.10.b of the Zoning Ordinance [maximum 55 dB(A) at night, and 60 dB(A) during the day].
6. **Exterior Lighting Plan:** A photometric plan was provided with the Preliminary Site Plan submittal, as the ordinance requires when a development abuts residential zoning. Prior to consideration of the plan by the Planning Commission, please submit additional lighting details for informal review, in order to verify the proposed lighting will meet the standards noted on the attached Lighting Review Summary Chart.
7. **Planning Review Summary Chart:** The applicant is asked to review other items in the attached Summary Chart and make corrections as noted.
8. **Address:** An address must be assigned before a building permit is issued. The Planning Division recommends filing an address application (available at <http://www.cityofnovi.org/Resources/Library/Forms/Bldg-AddressesApplication.pdf>) to the Community Development Department, at the time of submittal of the Final Site Plan, or as soon as possible prior to submittal for building permits.
9. **Response Letters:** The applicant is asked to provide a response letter to the Planning Division, responding to all issues raised in each review letter, prior to the site plan being heard by the Planning Commission. Prior to the Planning Commission's consideration of the plan, 13 full-sized (folded) copies of the plan (no changes made from submitted plans), 1 colored elevation, 1-8.5"x11" black and white copies of the site plan drawing (single sheet), 1-8.5"x11" color copy of the site plan (single-sheet), and a response letter addressing how each of the outstanding issues in each review letter will be resolved, is due to the Community Development Department by Thursday, August 7th, at noon. After the Planning Commission's review, the plans will need to be revised and submitted for Final Site Plan review, addressing all of the comments in the review letters and those comments made by the Planning Commission.

Karen F. Reinowski

Reviewed by Karen F. Reinowski, AICP, PCP at 248-347-0484 or
kreinowski@cityofnovi.org

Attachments: Planning Review Chart
Lighting Review Chart
New Accessibility Standards

PLANNING REVIEW SUMMARY CHART

Review Date: 7.23.08
Project Name: Contemporary Imaging Associates
Project Number: 08-28
Date: 6.23.08

Items in **Bold** need to be addressed by the applicant and/or the Planning Commission before approval of the Preliminary Site Plan. Underlined items need to be addressed on the Final Site Plan.

Item	Required	Proposed	Meets Requirements ?	Comments
Master Plan	Office	No change proposed	Yes	
Zoning	OS-1	No change proposed	Yes	
Use	Principal Permitted Uses – Medical office	Medical Office	Yes	One medical building proposed, with a second building location shown for conceptual purposes only (not reviewed as a phased plan).
Building Height (Section 2400)	30' maximum	21'9"	Yes	Provide details regarding whether or not rooftop equipment is proposed.
Building Setback				
Front (2400)	20'	25.5'	Yes	
Side north interior (2400)	15'	311'	Yes	
Side south interior (2400)	15'	115'	Yes	
Rear (2400)	20'	36.99' MRI screen wall: 20'	Yes	
Parking Setback				
Front (2400)	20'	20'	Yes	
Side north interior (2400)	10'	104'	Yes	
Side south interior (2400)	10'	115'	Yes	
Rear (2400)	10'	20'	Yes	
Number of Parking Spaces [2505.14.d(3)]	One space per 175 GLA sq. ft.; 9,924 sf building (95% usable) = 54 spaces	52 spaces	No	Site is deficient by 2 spaces for proposed building – see Planning Review Letter for additional comments.

Item	Required	Proposed	Meets Requirements ?	Comments
Parking Space Dimensions and Maneuvering Lanes (2506&2509)	9' X 19' 90 deg spaces with 24' wide aisles - May be reduced to 17' deep from face of curb (4" height) where vehicles overhang landscaping or 7' sidewalk	19' and 17' 90 degree spaces with 24' aisles	Yes	
End Islands (Section 2506.13)	Required at the end of all parking bays that abut traffic circulation aisles - generally at least 8' wide, outside radius of 15', and 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance.	Islands proposed	No	See traffic consultant's and engineer's comments regarding two north end island dimensions
Barrier Free Spaces (Barrier Free Code)	3 barrier free spaces required: 2 standard barrier free, 1 van accessible	3 barrier free spaces- 1 standard and 2 van accessible spaces	Yes	We note per the Michigan Building Code, additional barrier-free spaces may be required if physical therapy uses are to be added
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle for standard barrier free spaces; 8' wide with an 8' wide access aisle for van accessible spaces	Meets standards	Yes	See copy of changes to the 2003 IBC Barrier-Free Accessibility standards, which may affect this project - see Planning Review Letter for additional details
Barrier Free Signs (Barrier Free Design Graphics Manual)	One sign for each accessible parking space.	Sign details provided	Yes	
Loading Spaces (Section 2507.1)	360 sf loading space in the rear yard	738 sf loading area proposed in rear yard	Yes, however see Planning Review	The proposed loading space meets the Zoning Ordinance standards, however it is adjacent to residential uses. See Planning Review for additional comments.
Dumpster (Chapter II, Section 21-145 and Section 2503.2.F)	Screen wall or fence required, must be at least 5' in height, provided on three sides; Enclosure to match building materials; Include protective bollards	6'8" dumpster enclosure wall with brick face and bollards	Yes	

Item	Required	Proposed	Meets Requirements ?	Comments
Dumpster Enclosure (Sections 2503.2.F and 2520.1)	Dumpster enclosure to be located in rear yard, and set back from property line a distance equivalent to the parking lot setback. It is to be located as far from barrier free spaces as possible.	Located in the rear yard with appropriate setbacks	Yes	
Exterior lighting (Section 2511)	Photometric plan and exterior lighting details required with Preliminary Site Plan			See Lighting Chart for details
Building Code	Building exits must be connected to sidewalk system or parking lot.	Sidewalk provided along front of building to Karim Blvd and parking lot	Yes	
Pedestrian Connectivity [Section 2516.2.b(3)]	The Planning Commission shall consider the following factors in exercising its discretion over site plan approval ... Whether the traffic circulation features within the site and location of automobile parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets.	5' sidewalk along Karim Boulevard	Yes	<u>Please see Comments #8 and #9 in the traffic consultant's review letter</u>
Design and Construction Standards Manual	Land description, Sidwell number	Provided	Yes	
Development Sign	Proposed signage requires a permit.	Unknown		<u>Contact Alan Amolsch at 248-347-0463 for information</u>

Prepared by Karen F. Reinowski, AICP, PCP (248) 347-0484 or kreinowski@cityofnovi.org

Lighting Review Summary Chart

Contemporary Imaging Associates

Preliminary Site Plan 08-28

Review Date: July 23, 2008

Item	Required	Meets Requirements?	Comments
Intent (Section 2511.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky	No	See various comments below
Lighting plan (Section 2511.2.a.1)	Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures	Yes	
Lighting Plan (Section 2511.2.a.2)	Specifications for all proposed and existing lighting fixtures including: Photometric data ___ Fixture height ___ Mounting & design ___ Glare control devices _ Type and color rendition of lamps _x_ Hours of operation ___ Photometric plan _x_	Unknown	Please provide missing information
Lighting Plan (Section 2511.2.a.3)	Building elevations showing all fixtures, portions of walls to be illuminated, illuminance levels and aiming points	N/A	Lighting not proposed on façade
Required conditions (Section 2511.3.a)	Height not to exceed maximum height of zoning district or 25 feet where adjacent to residential districts or uses.	Unknown	Clearly specify proposed height on catalog cut sheets

Item	Required	Meets Requirements?	Comments
Required Notes (Section 2511.3.b, c & g)	<ul style="list-style-type: none"> - Electrical service to light fixtures shall be placed underground - No flashing light shall be permitted - Only necessary lighting for security purposes and limited operations shall be permitted after a site's hours of operation. 	Unknown	Please provide these notes on Final Site Plan
Required conditions (Section 2511.3.e)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1.	Unknown	Provide statistic to verify standard is met
Required conditions (Section 2511.3.f)	Use of true color rendering lamps such as metal halide is preferred over high and low-pressure sodium lamps.	Yes	
Required conditions (Section 2511.3.h)	Lighting for security purposes shall be directed only onto the area to be secured.	Yes	
Required conditions (Section 2511.3.i)	Full-cut off fixtures shall be used and designs that result in even levels of illumination across a parking area are preferred	Yes	Appears to meet standard – provide catalog cut-sheets to verify standards
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> - Parking areas- 0.2 min - Loading and unloading areas- 0.4 min - Walkways- 0.2 min - Building entrances, frequent use- 1.0 min - Building entrances, infrequent use- 0.2 min 	Yes	We note the site may have more lighting than is necessary for safety and security purposes, particularly considering its proximity to residential.

Item	Required	Meets Requirements?	Comments
Maximum Illumination adjacent to Non-Residential (Section 2511.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Unknown	Plan must show the foot candles at the Karim Blvd property line. We are concerned the double luminaire may cause the area to exceed the 1 foot candle standard.
Maximum Illumination adjacent to Residential (Section 2511.3.l(4))	When a site abuts a residential district or use, maximum illumination at the property line shall not exceed 0.5 foot candles	No	Majority of the measurements along the western lot line exceed 0.5 fc (0.6-1.7fc range)
Cut off Angles (Section 2511.3.l(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	Yes	Catalog cut-sheets must be provided to verify information on the photometric plan

WETLANDS REVIEW



Environmental Consulting & Technology, Inc.

August 4, 2008

Barbara McBeth, Deputy Director of Planning
City of Novi
45175 West Ten Mile Road
Novi, MI 48375

Re: Contemporary Imaging Associates (SP#08-28)
Wetland Review of the Preliminary Site Plan

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the proposed Contemporary Imaging Associates preliminary site plan prepared by Professional Engineering Associates dated June 23, 2008. The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the setback provisions in the Zoning Ordinance.

Existing Conditions and Proposed Impacts

The site is located in Section 24 on the west side of Karim Blvd. and immediately north of Francis Drain between Grand River Avenue and 10 Mile Rd. The 9,924 square foot project appears to consist of a proposed single-story medical office building with associated parking and a stormwater detention basin as Phase I, with the potential for additional parking and a second, 8,310 square foot building as Phase II.

As mentioned above, the site is adjacent to the Francis Drain. An area of forested wetland (ash, cottonwood, elm) is located on the south end of the project, adjacent to the Francis Drain. Fringe wetlands along the Francis Drain appear to be indicated as regulated wetlands on the City of Novi Regulated Wetlands Map. The on-site wetlands appear to be City-regulated and are likely regulated by the MDEQ as well; as they are within 500 feet of a lake, stream or watercourse.

The Plan does not currently propose direct impact to on-site wetlands (i.e., no wetland cut or fill appears to be proposed). The Plan proposes the outlet of stormwater from the proposed detention basin to the Francis Drain. The Plan does indicate that an oil/gas separator will be installed to treat stormwater prior to discharge into the proposed detention basin.

Comments pertaining to the Plan

1. The area of the existing on-site wetland does not appear to be quantified on the Plan. Please review and revise as necessary.

2. Please provide additional information describing the proposed oil/gas separator/inlet filter.
3. The Plan does not contain enough information regarding proposed stormwater discharges to the on-site wetland and Francis Drain. Forested wetlands are sensitive to and threatened by prolonged flooding. ECT requests that the applicant provide an analysis of the existing and proposed hydrologic conditions associated with the wetlands on the site.

Permits

It appears as if the project will require both a *City of Novi Minor Use Wetland Permit* as well as an MDEQ Wetland Use Permit. Although the Plan does not appear to propose direct impacts to the existing wetland or 25' wetland buffer, the project does propose a stormwater discharge to wetlands/Francis Drain.


Recommendation

ECT currently recommends approval of the Preliminary Site Plan. ECT recommends the applicant satisfactorily address the items listed under *Comments pertaining to the Plan* and develop a revised Plan.

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

Sincerely,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.



Peter F. Hill, P.E.
Associate Engineer

cc: Angela Pawlowski
Karen Reinowski

WOODLANDS REVIEW



Environmental Consulting & Technology, Inc.

July 29, 2008

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

Re: Contemporary Imaging Associates
Woodland Review of the Preliminary Site Plan (SP#08-28)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the proposed Contemporary Imaging Associates project preliminary site plan (Plan) prepared by Professional Engineering Associates dated June 23, 2008. The Plan and supporting documentation were reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37.

The site is located in Section 24 on the west side of Karim Blvd. and immediately north of Francis Drain between Grand River Avenue and 10 Mile Rd. The 9,924 square foot project appears to consist of a proposed single-story medical office building with associated parking and a stormwater detention basin as Phase I, with the potential for additional parking and a second, 8,310 square foot building as Phase II.

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite Woodland Evaluation on Monday, July 21, 2008. With the exception of tree #2610 being dead and a neighboring healthy 16" dbh black cherry (*Prunus serotina*) not being marked or recorded, ECT found that the *Woodland Plan* (Sheets L-4 and L-5) accurately depicts existing site conditions. Both of the aforementioned trees are located behind the tree protection fencing where no disturbance is proposed. The surveyed trees have been marked with metal tree tags with the survey numbers, but some of the trees have been painted with orange numbers instead.

The Plan proposes the removal of 41 trees with dbh greater than or equal to 8 inches. This represents removal of 34% of the total number of regulated trees reported for the site (119). The Plan thus proposes to preserve 66% of the regulated trees onsite. Per the *Woodland Plan* (Sheets L-4 and L-5) and the *Landscape Plan* (Sheets L-1 and L-2), 70, 2.5-inch caliper replacement trees are required. All 70 replacements will be provided along the north end of the property adjacent to the Phase II building, west of the service drive near the Phase I building, and around the proposed detention basin on the south end of the property. It appears as if the Applicant is prepared to meet the requirements of the City of Novi Woodland Ordinance and tree replacement requirements but has not calculated the number of replacement credits correctly. The following corrections must be made:

1. Trees #2540-2545 and #2639-2645 occur beyond the regulated woodland and do not need to be replaced. This reduces the number of required replacement credits by four (4).
2. The secondary stems of trees #2548, #2629, #2557, #2563, and #2566 must be compensated for and require an additional nine (9) replacement credits.
3. Tree #2571 is shown outside of the protective tree fence and will likely be adversely affected by grading for the detention basin. This tree should be shown as being removed on the plan drawing and Existing Tree List on Sheet L-5 and replaced with three (3) credits.
4. Tree # 2636 is designated for removal and replacement in the Existing Tree List on Sheet L-5, and, therefore, should be shown as being removed in the plan drawing.

Revised Woodland Impacts

According to the *Woodland Plan* (Sheets L-4 and L-5) and the *Landscape Plan* (Sheets L-1 and L-2), ECT suggests that the proposed Plan calls for the following impacts to onsite regulated trees:

- 43 total regulated, live stems with 8-inch dbh or greater to be removed/impacted
- 78 replacement tree credits required
- 70 replacement credits shown onsite
- 8 replacement credits still needed onsite or paid into the City of Novi Tree Fund

Site Plan Compliance with Ordinance Chapter 37 Standards

The Plan appears to lack a couple of items necessary for compliance with the Site Plan standards. The following information must be provided in the Plan:

- Note that states that all woodland replacement trees shall have 2.5" caliper minimum.
- Statement as to the proposed grade changes and proposed drainage pattern changes for the site, including changes in water levels within protected woodlands.
- Clear labeling, location, and dimensions of private and public utilities and their associated easements, especially as it relates to the location of replacement trees onsite.
- Plan and cost estimate for replacement of regulated trees to be removed, including the additional 8 replacement credits mentioned above to be paid into the City's Tree Fund at \$400 per credit or placed onsite.

Tree Replacement Plan

The *Landscape Plan* (Sheets L-1 and L-2) provides the proposed replacement locations onsite for 70 replacements. The Plan calls for 7 red maples (*Acer rubrum*), 5 hackberries (*Celtis occidentalis*), 2 ginkgos (*Ginkgo biloba*), 20 yellowwoods (*Cladrastis lutea*), 14 golden rain trees (*Koelreuteria paniculata*), 9 Adirondack crabapples (*Malus 'Adirondack'*), 5 river birches (*Betula nigra*), and 8 shadblow serviceberries (*Amelanchier canadensis*). These trees are proposed along the north end of the property adjacent to the Phase II building, west of the service drive near the Phase I building, and around the proposed detention basin on the south end of the property. *Koelreuteria paniculata*, *Malus 'Adirondack'*, and *Amelanchier canadensis* are not native to Michigan, are not on the approved tree replacement list of species, and are not acceptable woodland replacement species. One native counterpart that is acceptable is downy serviceberry (*Amelanchier arborea*). Considering the somewhat sandy soils of the site, replacement with native oak species such as northern red (*Quercus rubra*), white (*Q. alba*), and burr oaks (*Q. macrocarpa*) and native hickory species such as shagbark (*Carya ovata*) and pignut hickories (*C. glabra*) is encouraged.

The other replacement species proposed for the site are acceptable. However, replacement tree location and spacing will require revision. Numerous proposed replacement trees are shown less than 10' from sanitary sewer lines, storm sewer lines, oil/gas separator lines, buildings, screening and retaining walls, and the service drive and their associated easements. To prevent root zone disturbance during maintenance and repair, woodland replacement trees should be set back at least 10 ft from the edge of utility easements and other structures. In general, the plan proposes replacement trees planted too close together (~15' on center), not allowing room for maturation of the plant material. With the long-term viability of the trees in mind, large deciduous trees species (>40' mature height) should be located a minimum of 35' apart, medium-deciduous tree species (20'-40' mature height) should be a minimum of 30' apart, and subcanopy deciduous tree species (<20' in mature height) should be a minimum of 20' apart.

Ms. Barb McBeth
July 29, 2008
Page 3

The Plan states that 70 replacement trees will be located onsite. However, it is ECT's opinion that all of these replacements are located and/or spaced in such a manner that the long-term survivorship of the trees would be compromised. ECT suggests that the Applicant adjust replacement tree locations and spacing. Given the limited space available onsite, the Applicant might also consider paying tree credits into the City's Tree Fund and planting fewer replacement trees onsite or planting replacements within the remaining regulated woodland where vegetation density allows.

Recommendation

ECT recommends approval of the Preliminary Site Plan, contingent upon the Applicant addressing the missing information and corrections stated above in the Final Site Plan. Although the Applicant appears to be prepared to meet the requirements of the City of Novi Woodland Ordinance and the associated tree replacement requirements, revisions are needed to the tree replacement number of credits, locations, and species and possibly the total replacement cost to be paid into the City of Novi Tree Fund. Drainage pattern changes and utility easement information and revised replacement tree and Tree Fund cost estimates should be included. In consideration of the success of their establishment and long-term viability and limited space onsite, replacement trees should not be planted onsite closer than the above-mentioned minimum spacing distances and not within 10' of structures or utilities and their easements. ECT recommends that the quantity to be paid to the City of Novi Tree Fund, if applicable, be included on the Final Site Plan.

ECT encourages the Applicant to consider planting woodland replacements within the remaining regulated woodland, where tree density allows. Given the amount of invasive buckthorn (*Rhamnus* spp.), honeysuckle (*Lonicera* spp.), and privet (*Ligustrum* spp.) in the understory of the woodland, planting replacements within the remaining regulated woodland would require implementation of an invasive species removal plan prior to planting of replacement trees. Lastly, ECT recommends that the Applicant places the remaining regulated woodland, wetland, and wetland buffer under a conservation easement as a method of long-term protection of the site's natural resources.

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

Respectfully,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.



Martha Holzheuer, Certified Arborist
Landscape Ecologist

cc: Angela Pawlowski
Karen Reinowski

LANDSCAPING REVIEW



PLAN REVIEW CENTER REPORT

July 16, 2008

Preliminary Landscape Review
08-28 Contemporary Imaging Associates

Review Type

Preliminary Landscape Review

Property Characteristics

- Site Location: Karim Boulevard
- Site Zoning: OS-1
- Plan Date: June 23, 2008

Recommendation

Approval of the Preliminary Site Plan for 08-28 Contemporary Imaging Associates is recommended. The Applicant should address the following minor comments.

Ordinance Considerations

Adjacent to Residential – Buffer (Sec. 2509.3.a.)

1. A 4'-6" to 6' high landscape berm is required between OS-1 zoning and residential properties. This occurs along the west property boundary. The Applicant has chosen to seek a waiver and instead install a 4'-6" brick screen wall along this property line adjacent to the parking. The Applicant has also chosen to install an evergreen screen along the residential side of the wall that will serve to soften the built feature. **Substitution of the wall for the berm requires a Planning Commission waiver. Staff supports the waiver.** *Please extend the wall to the westerly extent of the taller screen wall for the loading zone / MRI parking area.*
2. Please extend the shrub and perennial plantings to the furthest edge of the NE portion of the parking area in order to meet opacity requirements. The Ordinance intent is that shrubs and perennials weave on and around the top of the berm in order to provide additional screening of the parked vehicles.

Adjacent to Public Rights-of-Way – Berm (Wall) & Buffer (Sec. 2509.3.b.)

1. The required 20' wide greenbelt along the Karim Boulevard frontage should be labeled on the plans. This space has been adequately provided and landscaped.
2. A 3' high landscape berm with a 2' crest is required within the greenbelt. The Applicant has met this requirement.
3. Canopy/ Large Evergreen Trees at one per 35 LF of frontage are required and have been provided.
4. Sub-canopy Trees at one per 20 LF of frontage are required and have been provided.

Street Tree Requirements (Sec. 2509.3.b.)

1. One Canopy Street Tree per 35 LF is required between the proposed sidewalk and roadway. The Applicant has met this requirement.

Parking Landscape (Sec. 2509.3.c.)

1. Calculations and required Parking Lot Landscape Area has been provided per Ordinance requirements.
2. Parking Lot Canopy Trees have been provided per Ordinance requirements.

Building Foundation Landscape (Sec. 2509.3.d.)

1. A 4' wide landscape bed is required along all building foundations with the exception of access points. These areas have been provided.
2. An area 8' wide multiplied by the length of building foundations is required as foundation landscape area. These areas have been provided for each of the proposed buildings.

Plant List (LDM)

1. The Plant List meets the requirements of the Ordinance and Landscape Design Manual.

Planting Details & Notations (LDM)

1. Plan Details and Notations meet the requirements of the Ordinance and Landscape Design Manual.

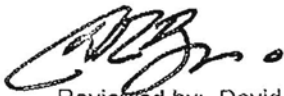
Irrigation (Sec. 2509 3.f.(6)(b))

1. All landscape areas are required to be irrigated. Please provide an Irrigation Plan upon Stamping Set submittal.

General

1. Please see the Woodland and Wetland reviews for further comments.

Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance. For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification. Also see the Woodland and Wetland review comments.



Reviewed by: David R. Beschke, RLA

Landscape Review Summary Chart

Date: July 14, 2008

Project Name: Contemporary Imaging Associates
 Project Location: Karim Boulevard
 Sp #: 08-28
 Plan Date: 6/23/08
 Review Type: Preliminary Landscape Plan
 Status: **Approval recommended.**

Item	Required	Proposed	Meets Requirement	Comments
Name, address and telephone number of the owner and developer or association.(LDM 2.a.)	Yes	Yes	Yes	Include on plan sheets.
Name, Address and telephone number of RLA (LDM 2.b.)	Yes	Yes	Yes	Include on plan sheets.
Legal description or boundary line survey.(LDM 2.c.)	Yes	Yes	Yes	Include on plan sheets.
Project Name and Address (LDM 2.d.)	Yes	Yes	Yes	Include on plan sheets.
A landscape plan 1"-20' minimum. Proper North. (LDM 2.e.)	Yes	Yes	Yes	
Consistent Plans throughout set.	Yes	Yes	Yes	All plan sheets much match.
Proposed topography. 2' contour minimum (LDM 2.e.(1))	Yes	Yes	Yes	Provide proposed contours at 2' interval for the entire site.
Existing plant material. (LDM 2.e.(2))	Yes	Yes	Yes	Show location type and size. Label to be saved or removed. Plan shall state if none exists.
Proposed plant material. (LDM 2.e.(3))	Yes	Yes	Yes	Identify all, including perennials.
Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W. (LDM 2.e.(4))	Yes	Yes	Yes	
Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))	Yes	Yes	Yes	
Clear Zone (LDM 2.3.(5) - 2513)	Yes	Yes	Yes	
Zoning (LDM 2.f.)	Yes	Yes	Yes	Include all adjacent zoning.
Sealed by LA. (LDM 2.g.)	Yes	Yes	Yes	Requires original signature.
Plant List (LDM 2.h.) – Include all cost estimates.				
Quantities	Yes	Yes	Yes	
Sizes	Yes	Yes	Yes	Canopy trees must be 3" in caliper. Sub-Canopy trees must be 2.5" in caliper.
Root	Yes	Yes	Yes	
Type and amount of mulch	Yes	Yes	Yes	Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate.

Item	Required	Proposed	Meets Requirement	Comments
Type and amount of lawn	Yes	Yes	Yes	Include in cost estimate.
Acceptable species	Yes	Yes	Yes	Per the Landscape Design Manual.
Diversity	Yes	Yes	Yes	Max. 20% Genus, 15% Species.
Planting Details/Info (LDM 2.i.) – Utilize City of Novi Standard Details.				
Deciduous Tree	Yes	Yes	Yes	
Evergreen Tree	Yes	Yes	Yes	
Shrub	Yes	Yes	Yes	
Perennial/ Ground Cover	Yes	Yes	Yes	
Transformers (LDM 1.e.5.)	Yes	Yes	Yes	Show location and provide 24" clear of plantings on all sides.
Cross-Section of Berms (LDM 2.j.)	Yes	Yes	Yes	
ROW Plantings (LDM 1)	Yes	Yes	Yes	Include required calculations.
Walls (LDM 2.k.)	No	Yes	Yes	Include required calculations.
Landscape Notations – Utilize City of Novi Standard Notes.				
Installation date (LDM 2.l.)	Yes	Yes	Yes	Provide intended date.
Statement of intent (LDM 2.m.)	Yes	Yes	Yes	Include statement of intent to install and guarantee all materials for 2 years.
Plant source (LDM 2.n.)	Yes	Yes	Yes	Indicate Northern grown nursery stock.
Miss Dig Note (800) 482-7171	Yes	Yes	Yes	All plan sheets.
Mulch type.	Yes	Yes	Yes	Natural color, shredded hardwood mulch.
2 yr. Guarantee	Yes	Yes	Yes	
Approval of substitutions.	Yes	Yes	Yes	City must approve any substitutions in writing prior to installation.
Tree stakes guy wires and tree wrap.	Yes	Yes	Yes	No wire, hose or plastic.
Maintenance	Yes	Yes	Yes	Include a minimum of one cultivation in June, July and August for the 2-year warranty period.
Car Parking (Landscape) Setback (2400)	Yes	Yes	Yes	Refer to Planning Review comments.
Parking Area Landscape Calculations and Plantings (LDM 2.0.)				
A. 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	Yes			$A = 9224 \times 10\% = 922 \text{ sf}$
B. 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	Yes			$B = 11256 \times 5\% = 563 \text{ sf}$
C. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special	NA			$C = \times 1\% = \text{sf}$

Item	Required	Proposed	Meets Requirement	Comments
Land Use or non-residential use in any R district				
A. For: I-1 and I-2 Landscape area required due to # of parking spaces	NA			A = 7% x = SF
B. For: I-1 and I-2 Landscape area required due to vehicular use area	NA			B = 2% x = SF
C. For: I-1 and I-2 Landscape area required due to vehicular use area	NA			C = 0.5% x = SF
Total A, B and C above = Total interior parking lot landscaping area	Yes	Yes	Yes	Total interior landscaping required = A + B + C = 1485 SF required. 1555 SF provided.
Parking lot tree requirement	Yes	Yes	Yes	20 required. 20 provided.
Perimeter greenspace Plantings	Yes	Yes	Yes	Perimeter trees provided at 1 per 35 LF.
Max. 15 contiguous space limit	Yes	Yes	Yes	
Parking Land Banked	NA			
Interior Landscape requirements (LDM.2.p.)	Yes	Yes	Yes	
Snow Deposit (LDM.2.q.)	Yes	Yes	Yes	Depict adequate areas on plan.
Soil Type (LDM.2.r.)	Yes	Yes	Yes	Per USDA or borings.
Irrigation plan (LDM 2.s.)	Yes	Yes	No	Provide irrigation plan with final site plan.
Cost Estimate (LDM 2.t.)	Yes	Yes	Yes	
Residential Adjacent to Non-residential				
Berm requirements met (2509.3.a.)	NA			
Planting requirements met (LDM 1.a.)	Yes	Yes	Yes	
Adjacent to Public Rights-of-Way				
Berm requirements met (2509.3.b.)	Yes	Yes	Yes	
Planting requirements met (2509.3.b.- LDM 1.b.)	Yes	Yes	Yes	
Street tree requirements met (2509.3.b)	Yes	Yes	Yes	
Detention Basin Plantings (LDM 1.d.(3))	Yes	Yes	Yes	
Subdivision requirements				
R.O.W. and Street Trees (2509.3.f - LDM 1.d))	NA			
Single Family	NA			

Item	Required	Proposed	Meets Requirement	Comments
40 wide non-access greenbelt				
Street Trees				
Islands and boulevards				
Multi family	NA			
Condo Trees				
Street trees				
Foundations plantings				
Non-Residential	NA			
Interior street trees				
Evergreen shrubs				
Subcanopy trees				
Plant massing				
Basin plantings				
Loading Zone Screening (2507)	Yes	Yes	Yes	Located to rear of build & adjacent to same zoning.
Landscape Wall or Berm for OST loading zone screening (2302.A)	NA			
Wildlife Habitat Area (Wildlife Habitat Master Plan Map)	NA			
Subdivision Ordinance Appendix C - ROW Buffer Non-Access Greenbelt (402.B3, 403.F)	NA			
Subdivision Natural Features (403.C) Man-made Bodies of Water (403.D) Open Space Areas (403.E)	NA			

Financial Requirements Review

To be completed at time of Final Site Plan Review.

Item	Amount	Verified	Adjustment	Comments
Full Landscape Cost Estimate	\$ 112,185			Includes street trees. Does not include irrigation costs.
Final Landscape Review Fee	\$ 1,612.77			1.5% of full cost estimate Any adjustments to the fee must be paid in full prior to stamping set submittal.

Financial Requirements (Bonds & Inspections)

Item	Required	Amount	Verified	Comments
Landscape Cost Estimate	YES	\$ 129,385		Does not include street trees. Includes irrigation (estimated).
Landscape Financial Guaranty	YES	\$ 194,077.50 (150%)		This financial guarantee is based upon 150% of the verified cost estimate. For Commercial, this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Landscape Inspection Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 7,763.10		For projects up to \$250,000, this fee is \$500 or 6 % of the amount of the Landscape cost estimate, whichever is greater. This cash or check is due prior to the Pre-Construction meeting
Landscape Administration Fee (Development Review Fee Schedule 3/15/99)	YES	\$ 1,164.46		This fee is 15% of the Landscape Inspection Fee. This cash or check is due prior to the Pre-Construction meeting
Transformer Financial Guarantee	YES	\$ 500 (to be verified).		\$500 per transformer if not included above. For Commercial this letter of credit is due prior to the issuance of a Temporary Certificate of Occupancy. For Residential this is letter of credit is due prior to pre-construction meeting.
Street Tree Financial Guaranty	YES	\$ 2,800		\$400 per tree – Contact City Forester for Details
Street Tree Inspection Fee	YES	\$ 168		6% of the Street Tree Bond as listed above. – Contact City Forester for Details
Street tree Maintenance Fee	YES	\$ 175		\$25 per trees – Contact City Forester for Details
Landscape Maintenance Bond	YES	\$ 12,938.50		10% of verified cost estimate due prior to release of Financial Guaranty (initial permit received after October 2004)

NOTES:

1. 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 2509, Landscape Design Manual and the appropriate items under the applicable zoning classification.
2. NA means not applicable.
3. Critical items that must be addressed are in bold.
4. 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.
5. For any further questions, please contact:

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