



MEMORANDUM

TO: Members of the Planning Commission

FROM: Kristen Kapelanski, Planner *Kristen*

THROUGH: Barbara McBeth, AICP, Deputy Director of Community Development

DATE: October 24, 2008

SUBJECT: **SP 04-59 Manchester Professional Center Extension of Final Site Plan Approval**

The proposed development consists of a single office building, located on the north side of Twelve Mile Road, west of the Novi Road intersection. The applicant has had a pre-construction meeting for the environmental issues on the site, which allowed them to clear and grub the site in preparation for development. No building permit approval has been granted at this point. Site Plan approvals and extensions proceeded as follows:

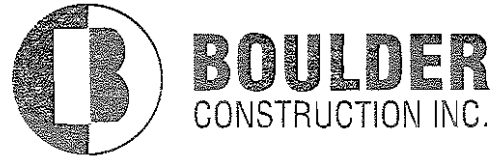
- Planning Commission granted Preliminary Site Plan, Wetland Permit, Woodland Permit, and Storm Water Management Plan approval on June 22, 2005, subject to a number of conditions.
- Plans were stamped for final approval on December 9, 2005.
- Planning Commission granted a one-year site plan extension on October 11, 2006.
- Planning Commission granted a one-year site plan extension on November 7, 2007

The applicant has now requested a third extension of the Final Site Plan approval. The Zoning Ordinance allows for three, one-year extensions of Preliminary and Final Site Plan approvals. Two other extensions of the Final Site Plan approval have been granted to date.

The Community Development Department is not aware of any changes to the ordinances, or surrounding land uses, which would affect the approval of the requested extension for one year. Approval of the extension of Final Site Plan approval **is recommended**.

Please refer to the attached letter dated September 15th, 2008, which requests the extension of the Final Site Plan approval. Also attached are minutes from the Planning Commission meeting of the Preliminary Site Plan approval and the first and second Final Site Plan approval extension and a reduced copy of the Preliminary Site Plan.

LETTER FROM APPLICANT REQUESTING SITE PLAN EXTENSION



D E S I G N • B U I L D • D E V E L O P M E N T C O N T R A C T O R S

September 15, 2008

Angela Pawlowski
Planning Assistant
City of Novi
45175 W. Ten Mile Road
Novi, MI 48375

RE: Manchester Professional Centre
44244 Twelve Mile Road
Final Site Plan Approval SP04-059

Dear Ms. Pawlowski:

The Final Site Plan approval for this project has an expiration date of December 9, 2008. Based on the project status, we request a one-year extension to this date.

Due to the market conditions in the southeast Michigan market, the project has gone through a number of tenant occupancy and lease changes. The project is very viable and solid. We have full intentions to proceed with the construction of this building, however, at this time it is not financially prudent.

We request the City of Novi Planning Commission to approve the Final Site Plan extension of this project from December 9, 2008 to December 9, 2009.

Should you have any questions, please contact me at 586-563-1500. Thank you for your assistance.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Lorenzo Cavaliere'.

Lorenzo Cavaliere,
President

Cc: VS

\\Design1\old projects\2004 Projects CC\04-004-000 Manchester Professional Centre\050 City Correspondence\Site Plan Approval Extension Letter Novi 090908.doc

**PLANNING COMMISSION MINUTES
NOVEMBER 7, 2007
(FINAL SITE PLAN EXTENSION #2)**



cityofnovi.org

PLANNING COMMISSION

CITY OF NOVI Regular Meeting

Wednesday, November 7, 2007 | 7 PM
Council Chambers | Novi Civic Center | 45175 W. Ten Mile
(248) 347-0475

CALL TO ORDER

The meeting was called to order at 7:07 PM.

ROLL CALL

Present: Members John Avdoulos, Brian Burke, Victor Cassis, Andrew Gutman, Michael Lynch, Michael Meyer, Mark Pehrson, Wayne Wrobel

Also Present: Steve Rumpel, Community Development Director; Barbara McBeth, Deputy Director of Community Development; Karen Reinowski, Planner; Kristen Kapelanski, Planner; David Beschke, Landscape Architect; Ben Croy, Civil Engineer; Al Hall, Façade Consultant; Kristin Kolb, City Attorney

PLEDGE OF ALLEGIANCE

Deputy Director of Community Development Barbara McBeth led the meeting in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Avdoulos, seconded by Member Pehrson:

VOICE VOTE ON AGENDA APPROVAL MOTION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER PEHRSON:

Motion to approve the November 17, 2007 Agenda. Motion carried 8-0.

CONSENT AGENDA - REMOVALS AND APPROVAL

1. MANCHESTER PROFESSIONAL OFFICE CENTRE , SP04-59

Consideration of the request of Cavaliere Companies for a one-year Final Site Plan extension. The subject property is located in Section 10, north of Twelve Mile between Novi and Dixon roads in the OS-1, Office Service District. The subject property is approximately 4.46 acres and the Applicant is proposing to construct a 63,234 square-foot office building.

Moved by Member Pehrson, seconded by Member Avdoulos:

ROLL CALL VOTE ON CONSENT AGENDA MOTION MADE BY MEMBER PEHRSON AND SECONDED BY MEMBER AVDOULOS:

Motion to approve the Consent Agenda. Motion carried 8-0.

**PLANNING COMMISSION MINUTES
OCTOBER 11, 2006
(FINAL SITE PLAN EXTENSION #1)**



APPROVED

PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, OCTOBER 11, 2006 7:30 PM
COUNCIL CHAMBERS - NOVI CIVIC CENTER
45175 W. TEN MILE, NOVI, MI 48375
(248) 347-0475

CALL TO ORDER

The meeting was called to order at or about 7:30 p.m.

ROLL CALL

Present: Members John Avdoulos, Brian Burke, Victor Cassis, Andrew Gutman, David Lipski (7:33 PM), Michael Lynch, Michael Meyer, Mark Pehrson, Wayne Wrobel

Also Present: Barbara McBeth, Director of Planning; Tim Schmitt, Planner; Ben Croy, Engineer; Larry DeBrincat, Woodland and Landscape Consultant; Tom Schultz, City Attorney

PLEDGE OF ALLEGIANCE

Member Meyer led the meeting in the recitation of the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Pehrson, seconded by Member Wrobel:

VOICE VOTE ON AGENDA APPROVAL MOTION MADE BY MEMBER PEHRSON AND SECONDED BY MEMBER WROBEL:

Motion to approve the Agenda of October 11, 2006. *Motion carried 8-0.*

CONSENT AGENDA - REMOVALS AND APPROVAL

1. MANCHESTER PROFESSIONAL OFFICE CENTRE, SP04-59C

Consideration of the request of Lorenzo Cavaliere of Boulder Construction for a one-year Final Site Plan extension. The subject property is located in Section 10, on the north side of Twelve Mile, between Novi and Dixon roads, in the OS-1, Office Service District.

2. KEYSTONE MEDICAL OFFICE CENTER, SP05-19C

Consideration of the request of Norman Thomas of Cunningham-Limp Company for a one-year Final Site Plan extension. The subject property is located in Section 16, on the south side of Twelve Mile, between Taft and Beck Roads, in the OST, Planned Office Service Technology District.

Moved by Member Pehrson, seconded by Member Avdoulos:

ROLL CALL VOTE ON CONSENT AGENDA MOTION MADE BY MEMBER PEHRSON AND SECONDED BY MEMBER AVDOULOS:

Motion to approve the Consent Agenda. *Motion Carried 9-0.*

**PLANNING COMMISSION MINUTES
JUNE 22, 2005
(PRELIMINARY SITE PLAN APPROVAL)**



AMENDED

PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, JUNE 22, 2005 7:30 P.M.
COUNCIL CHAMBERS - NOVI CIVIC CENTER
45175 W. TEN MILE, NOVI, MI 48375
(248) 347-0475

CALL TO ORDER

The meeting was called to order at or about 7:30 p.m.

ROLL CALL

Present: Members John Avdoulos, Victor Cassis, Andrew Gutman, David Lipski, Lynn Kocan, Mark Pehrson, Lowell Sprague (arrived 9:20 p.m.), Wayne Wrobel

Also Present: Barbara McBeth, Director of Planning; Tim Schmitt, Planner; Mark Spencer, Planner; Lance Shipman, Landscape Architect; Ben Croy, Civil Engineer; David Gillam, City Attorney; John Freeland, Wetland Consultant; Larry DeBrincat, Woodland Consultant; Steve Dearing, Traffic Consultant

PLEDGE OF ALLEGIANCE

The meeting attendees recited the Pledge of Allegiance.

APPROVAL OF AGENDA

Moved by Member Pehrson, seconded by Member Gutman:

VOICE VOTE ON AGENDA MOTION MADE BY MEMBER PEHRSON AND SECONDED BY MEMBER GUTMAN:

Motion to approve the Agenda of June 22, 2005.

Motion carried 7-0.

PUBLIC HEARINGS

1. MANCHESTER PROFESSIONAL CENTRE (FKA NOVI FORUM), SITE PLAN NUMBER 04-59

The Public Hearing was opened on the request of Boulder Construction for Preliminary Site Plan, Woodland Permit, Wetland Permit, and Storm Water Management Plan approval. The subject property is located in Section 10, on the north side of Twelve Mile between Dixon and Novi roads in the OS-1, Office Service District. The Applicant is proposing to construct a 63,234 square foot office building. The subject property is 4.458 acres.

Planner Tim Schmitt stated that the following names have been used over the past few months to describe this project: Novi Forum, Manchester Professional and Willowbrook Professional.

The subject property was located on a map for the Planning Commission. It is zoned OS-1 and master planned for office. Twelve Mile is to its south; Dixon Road is just to the west. To the east is the Stoneridge Office Center, Carlton Forest is further east, as is the Gumenick Office Building. All are zoned OS-1 and master planned for Office. Further to the west are the Townes at Liberty Park, zoned R-A. To the south is Fountainwalk, zoned RC. To the north are three pieces of land that the Planning Commission recently recommended rezoning. Also to the north is land zoned R-1 but there is a request for R-4 pending with the City Council. It is master planned for Single Family Residential.

There are no wetlands on the property. There are no regulated woodlands but there are regulated trees. The site plan is for approximately 63,000 square feet, and the gross leasable area square footage is 53,483 square feet.

The Applicant prepared a letter in response to the reviews. The Applicant is willing to comply with most all of the items identified in the reviews. This plan has been reviewed several times, and it appears that the City and Applicant **have has** determined how to solve the plan's problems.

The Planning Review noted that the site is technically adjacent to residential and therefore an acceptable lighting plan must be submitted. The Planning Department believes that with a few alterations their lighting plan is acceptable. This building has undergone some interior redesign, which affects the parking space count. As a general office building, the Applicant would be required to provide 241 spaces. A complete medical building would require 306 spaces. A 50-50 mix would require 274 spaces. The submitted plan includes 247 spaces, which would not be enough for a medical office. After discussions with the Applicant, it appears that the pre-leasing activity on this building is about 95% medical. The building has now been proposed somewhat smaller to accommodate the need for more parking and would still allow for 90% medical use of the building. The Planning Commission should attach certain conditions to this plan if they choose to approve it.

A non-essential wetland is proposed to be filled on this site. Based on the Ordinance, it does not meet the essentiality criteria. There are two regulated trees on the site. The Applicant has agreed to replace the trees at a ratio of 3:1.

The Traffic Review indicated that there are no traffic concerns. The Engineering Review noted minor items to be addressed at the time of Final Site Plan submittal.

The Façade Review indicated that there is too much EIFS on the building. The Applicant is over 30% on the four fasciae. The Applicant will discuss this.

The Landscape Review indicated that the landscape islands are undersized, though the Applicant has indicated that he has since increased their size. 88 canopy trees are required on this site, although only 57 have been proposed in and around the parking area. The Applicant has asked for a waiver for the use of evergreen trees in lieu of canopy trees. The street tree requirement could be waived in order for this site to conform to other projects along Oakland County-controlled roads. The Applicant is adjacent to residential in the western yard, which requires a berm that would have a width of 32 feet. The Applicant has proposed to provide half of that berm and retain the remainder of the measurement on the interior of their property line. The berm will be located on the residential side, and there will be a retaining wall adjacent to the parking lot. The Planning Department has historically not been supportive of this approach. The City would like to see the entire greenbelt provided. However, the Applicant has acquired (or has an option on) all three of the residential properties. The Planning Department would support this waiver request, should the Applicant actually submit the Office rezoning request for those properties.

Mike Blaneck of Stucky Vitale Architects, 27172 Woodward, Royal Oak, addressed the Planning Commission. He stated that the Applicant has been working with the City to address their concerns. The building will be reduced to meet the parking needs. This is predicated on their pre-leasing activity. This will allow the Applicant to meet the parking lot landscaping requirements as well.

Mr. Blaneck has suggested that the Applicant can bring the brick up higher on the building in order to meet the façade requirements. They might make the entries fully stone.

Mr. Blaneck said that they will be adding more trees and should be able to meet the tree requirement with the reduction of the building size. The new gross building size is about 57,000 square feet.

Chair Kocan closed the Public Hearing after determining that there was no correspondence and no one from the audience wished to speak.

Member Avdoulos noted that this plan has gone through several transformations as a result of the Applicant working with the City. He was certain that the reduction in the size of the building will alleviate most of the issues – parking, landscape, etc. Member Avdoulos asked Mr. Schmitt if the reduced building appeared to address the problems. Mr. Schmitt responded that ~~the~~ Boulder Design submitted a new set of plans and it does appear that most every issue has been addressed. Of note was the change from parallel parking to standard 90-degree parking on the far north end of the site. The Applicant added more parking as well. There are some minor tweaks that the Applicant will be asked to make on the plan. Mr. Schmitt was confident that the Applicant will meet the intent of the Ordinance. He felt that the motion language provided by the Planning Department to the

Planning Commission was probably overstated, based on the revised plan that the Applicant now intends to propose.

Mr. Schmitt asked the Planning Commission, if they choose to approve this plan, to include in their motion that the Applicant must reduce the size of the 90%-medical use building so that the appropriate number of parking spaces is provided. This would probably eliminate landscape waivers.

Member Avdoulos confirmed that the Road Commission of Oakland County does not allow the street trees. Landscape Architect Lance Shipman said that based on repeated denials on proposed site plans, the City understands now that street trees will not be approved for Grand River, Twelve Mile and probably Ten Mile. The County is protective of their right-of-way, which includes their denying street trees. Member Avdoulos would prefer that Oakland County would allow street trees and offered to make that stand in any effort to get them approved.

Member Avdoulos asked about the use of evergreen trees. Mr. Shipman explained that evergreens are sometimes used instead of canopy trees if screening is necessary or if the islands are large enough to accommodate evergreens. Sometimes it is a design issue, and evergreens are more appropriate. Along the western boundary there are evergreens proposed, partially for a screening requirement, and the Applicant would like those trees to count as parking lot trees. If the rezoning on the adjacent property goes through, the need to screen these properties from one another is less important and the Applicant could re-design the area for canopy trees.

Member Avdoulos said the project is heading in the right direction. What is presented is a very nice, traditional looking building with a strong character. This stretch of Twelve Mile is setting the tone that the City would like to see.

Member Avdoulos reiterated that the Applicant has agreed to increase the brick and decrease the EIFS material. He agreed with that approach.

Moved by Member Avdoulos, seconded by Member Pehrson:

In the matter of the request of Boulder Construction for Manchester Professional Centre (Novi Forum), SP04-59b, motion to approve the Preliminary Site Plan subject to: 1) A Planning Commission Waiver to allow evergreens to count toward parking lot canopy tree requirement; 2) A Planning Commission Waiver for the street tree requirement along Twelve Mile; 3) A rezoning request being submitted for the neighboring properties that rectifies the Applicant's need for a berm waiver; 4) The reduction of the building to meet the 90% medical parking requirement (as stated in the response letter); and 5) All comments in the Staff and Consultant reviews being addressed at the time of Final Site Plan submittal; for the reason that the plan meets the intent of the Zoning Ordinance.

DISCUSSION

Member Cassis asked what would happen if the Applicant changes his mind on any of these pending issues. Mr. Schmitt responded that the Applicant would have to come before the Planning Commission again.

Chair Kocan asked about the berm for the westerly property line. She confirmed that at this time a 4.5-foot berm is required because of the residential zoning on the adjacent property. If the property is rezoned to OST, then no berm is required. **Chair Kocan asked that, "...and in consideration of the Stucky Vitale letter of June 16, 2005" be added to the motion.** The maker and seconder of the motion agreed.

ROLL CALL VOTE ON MANCHESTER PROFESSIONAL CENTRE (NOVI FORUM), SP04-59B, PRELIMINARY SITE PLAN MOTION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER PEHRSON:

In the matter of the request of Boulder Construction for Manchester Professional Centre (Novi Forum), SP04-59b, motion to approve the Preliminary Site Plan subject to: 1) A Planning Commission Waiver to allow evergreens to count toward parking lot canopy tree requirement; 2) A Planning

Commission Waiver for the street tree requirement along Twelve Mile; 3) A rezoning request being submitted for the neighboring properties that rectifies the Applicant's need for a berm waiver; 4) The reduction of the building to meet the 90% medical parking requirement (as stated in the response letter); 5) All comments in the Staff and Consultant reviews being addressed at the time of Final Site Plan submittal; and 6) Consideration of the Stucky Vitale letter of June 16, 2005; for the reason that the plan meets the intent of the Zoning Ordinance.

Motion carried 7-0.

Moved by Member Avdoulos, seconded by Member Pehrson:

ROLL CALL VOTE ON MANCHESTER PROFESSIONAL CENTRE (NOVI FORUM), SP04-59B, WETLAND PERMIT MOTION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER PEHRSON:

In the matter of the request of Boulder Construction for Manchester Professional Centre (Novi Forum), SP04-59b, motion to grant approval of the Wetland Permit subject to the comments in the Staff and Consultant reviews being addressed at the time of Final Site Plan submittal, for the reason that the plan meets the intent of the Ordinance.

Motion carried 7-0.

Moved by Member Avdoulos, seconded by Member Pehrson:

ROLL CALL VOTE ON MANCHESTER PROFESSIONAL CENTRE (NOVI FORUM), SP04-59B, WOODLAND PERMIT MOTION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER PEHRSON:

In the matter of the request of Boulder Construction for Manchester Professional Centre (Novi Forum), SP04-59b, motion to grant approval of the Woodland Permit subject to the comments in the Staff and Consultant reviews being addressed at the time of Final Site Plan submittal, for the reason that the plan meets the intent of the Ordinance.

Motion carried 7-0.

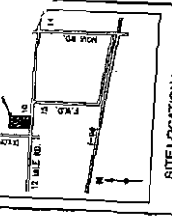
Moved by Member Avdoulos, seconded by Member Pehrson:

ROLL CALL VOTE ON MANCHESTER PROFESSIONAL CENTRE (NOVI FORUM), SP04-59B, STORMWATER MANAGEMENT PLAN MOTION MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER PEHRSON:

In the matter of the request of Boulder Construction for Manchester Professional Centre (Novi Forum), SP04-59b, motion to grant approval of the Stormwater Management Plan subject to the comments in the Staff and Consultant reviews being addressed at the time of Final Site Plan submittal, for the reason that the plan meets the intent of the Ordinance.

Motion carried 7-0.

REDUCED VERSION OF APPROVED SITE PLAN



- LEGEND**
- EX. STUBS
 - EX. SANITARY SEWER
 - EX. WATER MAIN
 - EX. GAS MAIN
 - EX. FIBER OPTIC
 - EX. CABLE TV
 - EX. POWER LINES
 - EX. TELEPHONE LINES
 - EX. RAILROADS
 - EX. HIGHWAYS
 - EX. DRAINAGE CANALS
 - EX. EROSION CONTROL
 - EX. LANDSCAPE PLANTINGS
 - EX. EXISTING BUILDINGS
 - EX. EXISTING DRIVEWAYS
 - EX. EXISTING SIDEWALKS
 - EX. EXISTING CURBS
 - EX. EXISTING LIGHT FIXTURES
 - EX. EXISTING SIGNAGE
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 - EX. EXISTING PLUMBING
 - EX. EXISTING HVAC
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 - EX. EXISTING CEILING
 - EX. EXISTING FLOORING
 - EX. EXISTING WALLPAPER
 - EX. EXISTING CARPETING
 - EX. EXISTING TILING
 - EX. EXISTING STAIRS
 - EX. EXISTING ELEVATORS
 - EX. EXISTING RAMP
 - EX. EXISTING ACCESSIBLE PATH
 - EX. EXISTING SIGNAGE
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 - EX. EXISTING STAIRS
 - EX. EXISTING ELEVATORS
 - EX. EXISTING RAMP
 - EX. EXISTING ACCESSIBLE PATH

D.C.R.C. NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF NEW CANON STANDARD SPECIFICATIONS FOR CONSTRUCTION.
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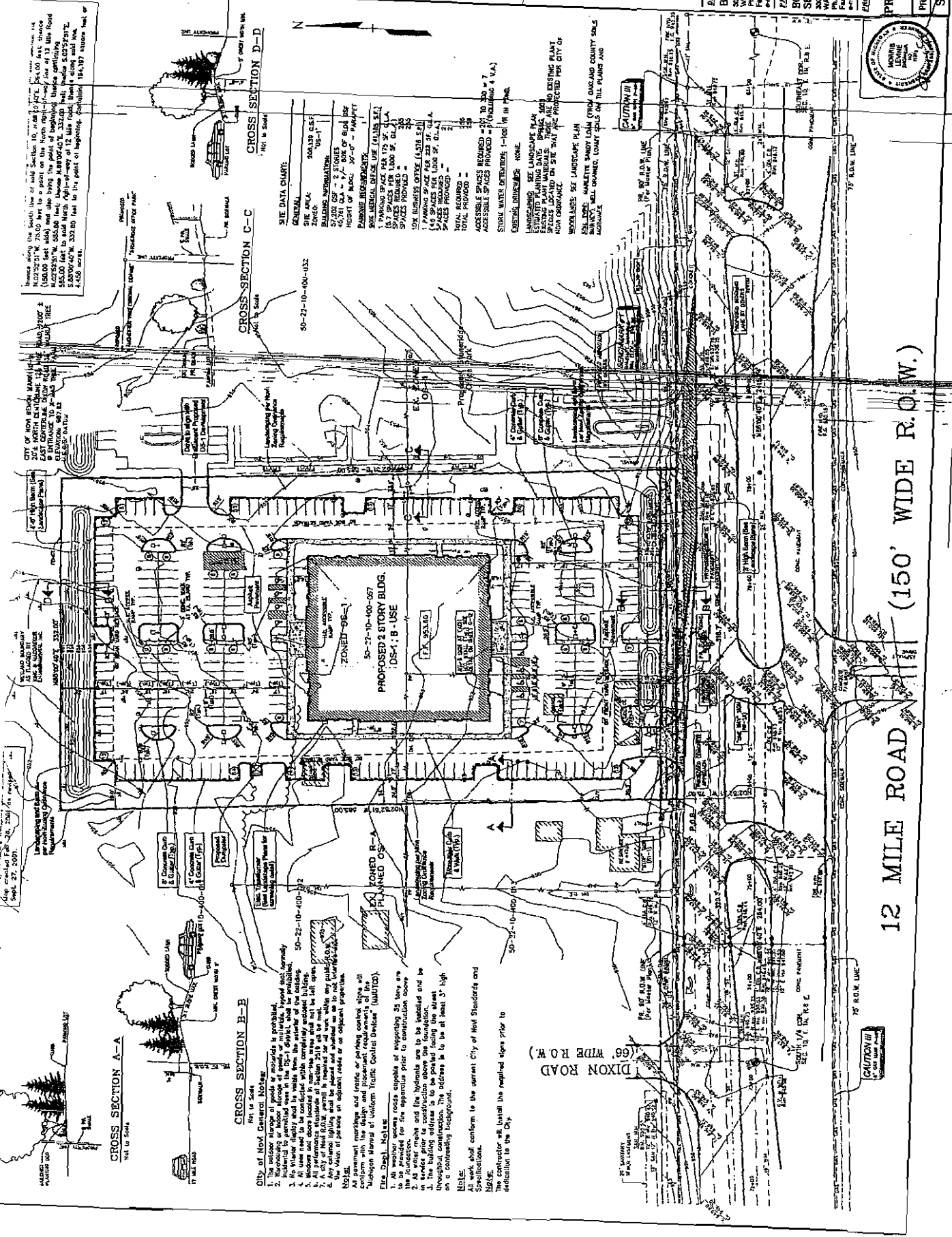
BOULDER CONSTRUCTION
 3000 SCHOENBERG, P.O. BOX 300
 WARREN, MI 48090
 PH: (586) 583-1000
 FAX: (586) 583-1005
 www.boulderconstruction.com

PROJECT ENGINEER
BOULDER DESIGN SERVICES LLC
 3000 SCHOENBERG, P.O. BOX 300
 WARREN, MI 48090
 PH: (586) 583-1000
 FAX: (586) 583-1005
 www.boulderdesign.com

MANCHESTER PROFESSIONAL CENTRE
 44514 17 Mile Road,
 Novi, Michigan

PROJECT No. 932 SCALE: 1" = 40'

SITE PLAN SHEET C'



CROSS SECTION A-A
 NOT TO SCALE

CROSS SECTION B-B
 NOT TO SCALE

CROSS SECTION C-C
 NOT TO SCALE

CROSS SECTION D-D
 NOT TO SCALE

City of Novi General Notes:

1. No construction shall be permitted until all required permits have been obtained.
2. All construction shall be in accordance with the City of Novi Standard Specifications for Construction.
3. All construction shall be in accordance with the City of Novi Standard Specifications for Construction.
4. All construction shall be in accordance with the City of Novi Standard Specifications for Construction.
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9. All construction shall be in accordance with the City of Novi Standard Specifications for Construction.
10. All construction shall be in accordance with the City of Novi Standard Specifications for Construction.

Fire Dept. Notes:

1. All weather access roads, capable of supporting 35 tons are required for fire apparatus prior to construction.
2. All water mains and fire hydrants are to be installed and be in place prior to construction.
3. The building address is to be posted on the building throughout construction. The address is to be at least 3" high on a contrasting background.

NOTE:
 All work shall conform to the current City of Novi Standards and Specifications.

PROPOSED 2 STORY BLDG.
 ZONED 98-1
 ZONED R-1

12 MILE ROAD
(150' WIDE R.O.W.)

DIXON ROAD
 (66' WIDE R.O.W.)

Plans available for viewing at the
Community Development Department.