



## Fuerst Park SP 08-47

### **Fuerst Park, SP 08-47**

Consideration of the request of the City of Novi for Preliminary Site Plan approval. The subject property is located in Section 27, south of Ten Mile Road, east of Taft Road, in the R-4, One Family Residential District. The subject property is approximately 6.5 acres and the applicant is proposing to construct a small park on the existing Fuerst Farm site.

### **Required Action**

Recommend approval/denial of the Preliminary Site Plan

<b>REVIEW</b>	<b>RESULT</b>	<b>DATE</b>	<b>COMMENTS</b>
Planning	Approval recommended	12/29/08	<ul style="list-style-type: none"> <li>• <b>Ordinance deviation for the eastern building setback.</b></li> <li>• <b>Ordinance deviation for the southern building setback.</b></li> <li>• <b>Ordinance deviation for exceeding the maximum illumination standards.</b></li> <li>• <b>Ordinance deviation for lighting exceeding the allowable cut off angles.</b></li> <li>• Minor items to be addressed at the time of Final Site Plan submittal.</li> </ul>
Landscaping	Approval recommended	12/29/08	<ul style="list-style-type: none"> <li>• <b>Landscape waiver for street trees required along the Ten Mile Road frontage.</b></li> <li>• Minor items to be addressed at the time of Final Site Plan submittal.</li> </ul>
Engineering	Approval recommended	01/05/08	Minor items to be addressed at the time of Final Site Plan submittal.
Fire	Approval recommended	01/08/08	Minor items to be addressed at the time of Final Site Plan submittal.

## **Motions**

### **Approval**

In the matter of Fuerst Park, SP 08-47, motion to **approve** the Preliminary Site Plan, subject to the conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan:

- a. Ordinance deviation for the eastern building setback (75 ft. required, 39 ft. provided) since the building is setback adequately from surrounding land uses and is part of an overall park plan and integrated with and connected to the City campus as whole;
- b. Ordinance deviation for the southern building setback (75 ft. required, 17 ft. provided) since the building is setback adequately from surrounding land uses and is part of an overall park plan and integrated with and connected to the City campus as whole;
- c. Ordinance deviations for exceeding the maximum illumination standards and exceeding allowable cut off angles since the park plan proposes a unique use, an amphitheater, that requires stage lighting that would surpass ordinance standards;
- d. Landscape waiver for the street trees required along the Ten Mile Road frontage;
- e. *(additional conditions here if any)*

for the following reasons... *(because the plan is otherwise in compliance with Article 4, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

### **Denial**

In the matter of Fuerst Park, SP 08-47, motion to **deny** the Preliminary Site Plan, for the following reasons...*(because it is not in compliance with the Ordinance.)*

## PLANNING REVIEW



## PLAN REVIEW CENTER REPORT

December 29, 2008

### Planning Review

Fuerst Park  
SP #08-47

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#### **Petitioner**

City of Novi

#### **Review Type**

Preliminary Site Plan

#### **Property Characteristics**

- Site Location: 24000 Taft Road (Section 27)
- Site School District: Novi Community School District
- Site Zoning: R-4, One-Family Residential
- Adjoining Zoning: North (across Ten Mile Road): R-4, OS-1; West (across Taft Road): R-3; South and East: R-4
- Site Use(s): Existing Fuerst Farm
- Adjoining Uses: North: Ten Mile Road, Single-Family Homes and the Rossi Building (across Ten Mile Road); West: Taft Road, Single-Family Homes (across Taft Road); East: Novi Public Library; South: Novi High School
- Site Size: 6.5 acres
- Plan Date: Site Plan 12/18/08

#### **Project Summary**

The applicant is proposing to construct a small park on the existing Fuerst Farm site. Previously, this site contained a farm house and associated outbuildings but those have since been removed. The proposed plan relocates the existing old Town Hall from the Novi Public Library site to the Fuerst Farm site. In addition, walking paths, landscaping and sculptures are proposed to be installed throughout the site. A small amphitheater with seating for 172 people is also proposed on the southeast portion of the property, utilizing the relocated Town Hall as a backdrop.

By law, the City is not obligated to strictly comply with the requirements of its zoning ordinance. The following review discusses compliance with the Ordinance and it comments on the potential impacts of Ordinance deviations. This review is intended to provide guidance to the Planning Commission for its review of the project. The State of Michigan Municipal Planning Act requires Planning Commission approval of all proposed municipal streets, parks, open spaces, buildings or structures. If the Planning Commission denies approval, the City Council, or other board or commission authorized to enable construction, may override the Planning Commission with a 2/3 vote.

### **Recommendation**

Approval of the **Preliminary Site Plan is recommended.** There are minor planning related items the applicant should address at the time of Final Site Plan submittal.

### **Ordinance Requirements**

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 4 (R-1 – R-4, One-Family Residential Districts), Article 24 (Schedule of Regulations), Article 25 (General Provisions), and any other applicable provisions of the Zoning Ordinance. Please see the attached charts for information pertaining to ordinance requirements. Applicable sections of the Zoning Ordinance and other regulatory documents are highlighted in gray on the attached chart. Items in **bold** below are noted for the applicant and Planning Commission. Items underlined should be addressed on the Final Site Plan. The applicant should respond to all of the comments below and in the additional staff and consultant review letters prior to the Planning Commission meeting.

1. Building Setbacks: The relocated Town Hall should be setback 75 feet from all property lines. The building setback on the eastern side of the property is approximately 39 feet. The building setback on the southern side of the property is approximately 17 feet. **The applicant should revise the site plan to meet the building setback requirements or these would be considered deviations from the ordinance.**
2. Barrier Free Spaces: The proposed plan shows some parking lot re-striping in the adjacent high school lot to accommodate three barrier free spaces. The applicant should provide documentation at the time of Final Site Plan submittal from the Novi School District expressing their consent to the proposed re-striping.
3. Barrier Free Signs: One barrier free sign is required for each space. No signs are shown. The applicant should show the barrier free sign locations on the Final Site Plan.
4. Refuse Collection: There does not appear to be a dumpster or other kind of refuse collection system proposed for the park. **The applicant should indicate how large scale refuse removal will take place. The applicant should consider installing trash receptacles throughout the park, especially near the proposed amphitheater, to accommodate visitors.**
5. Site Lighting: When a site abuts a residential district, maximum illumination at the property line cannot exceed 0.5 foot candle. The proposed site lighting exceeds this standard. In addition, all cut off angles of fixtures must be 90 degrees when adjacent to residential districts. The proposed theatrical lights exceed the permitted cut off angle. **The applicant should adjust the site lighting to meet the maximum illumination standards and cut off angle standards or these would be deviations from the ordinance.** The applicant should indicate the hours of operation and add the required notes to Sheet SE-1.


### **Response**

A response from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested **prior to the matter being reviewed by the Planning Commission.** Additionally, a response from the applicant is requested to be submitted with the next set of plans submitted highlighting the changes made to the plans addressing each of the comments listed above.

**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. To give you an advance notice of the requirements and what must be in place prior to the Pre-Con, a sample Pre-Con checklist is attached. 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.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0586 or kkapelanski@cityofnovi.org.

  
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Kristen Kapelanski, Planner

Attachments:      Planning Review Chart  
                             Lighting Review Chart

**Planning Review Summary Chart**

Fuerst Park

Preliminary Site Plan Review

SP# 08-47

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Public Facility	No change	Yes	
Zoning	R-4, One-Family Residential	No change	Yes	
Permitted Uses	See section Article 4 of the Zoning Ordinance	Public Use	Yes	
Building Height (Sec. 2400)	35 feet (2.5 stories)	Existing Town Hall relocated to site. Meets height requirements.	Yes	
<b>Building Setbacks (Sec. 2400)</b>				
Front (North)	75 feet or the height of the main building, whichever is greater	300 feet +	Yes	
Interior Side (East)		39 feet	No	<b>Building must be setback 75 feet from the right-of-way line or this would be a deviation from the ordinance.</b>
Exterior Side (West)		300 feet +	Yes	
Rear (South)		17 feet	No	<b>Building must be setback 75 feet from the right-of-way line or this would be a deviation from the ordinance.</b>
	No more than 30% of setback shall be used for parking, maneuvering lanes, loading and dumpster.		Yes	
Number of Parking Spaces (Sec. 2505)	1 space for each 3 seats or 5 feet of benches  172 seats/3 = 57 seats required	58 parking spaces provided	Yes	Via a Warranty Deed, the City was granted a parking easement over the adjacent high school parking lot by the City of Novi School District.
Parking Space Dimensions (Sec. 2506)	Spaces should be 9 feet wide by 19 feet deep with a 24-foot wide aisle; when adj. to	Spaces sized appropriately.	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
	landscaping or when a 4" curb is indicated, spaces can be 17 feet deep, with a 2 foot overhang into the landscaped area			
Barrier Free Spaces (Barrier Free Code)	3 barrier free spaces required	3 barrier free spaces (2 van accessible) provided	Yes	<b>Applicant will need to confirm with the City of Novi School District that restriping will be permitted to accommodate three barrier free spaces.</b>
Barrier Free Space Dimensions (Barrier Free Code)	8 feet wide with a 5 foot wide access aisle for standard b.f. 8 feet wide with an 8 foot wide access aisle for van accessible	Barrier free spaces sized appropriately.	Yes	
Barrier Free Signs (Barrier Free Design Graphics Manual)	One barrier free sign is required per space	No signs shown.	<b>No</b>	<b>One sign should be shown for each barrier free space.</b>
Loading Spaces (Sec. 2507)	All loading shall be in the rear yard or interior side yard if double fronted lot.	No loading space provided.	N/A	
Loading Space Screening (Sec. 2302A.1)	View of loading and waiting areas must be shielded from rights of way and adjacent properties.	No loading space provided.	N/A	
Accessory Structure Setback-Dumpster (Sec. 2503)	Accessory structures should be setback a minimum of 10 feet from any building unless structurally attached to the building and setback the same as parking from all property lines; in addition, the structure must be in the rear or interior side yard.	No dumpster provided.	<b>Yes?</b>	<b>Applicant should clearly indicate how refuse will be disposed of. Applicant should consider adding garbage cans to the areas around the amphitheater to accommodate visitors to the site.</b>
Dumpster (Chap. 21, Sec. 21-145)	Screening of not less than 5 feet on 3 sides of dumpster required, interior bumpers or posts must also be shown. Enclosure to match building materials and be at least one foot	No dumpster provided.	N/A	



Item	Required	Proposed	Meets Requirements?	Comments
	taller than height of refuse bin.			
Lighting (Section 2511)	Photometric plan required at the time of Preliminary Site Plan due to site being adjacent to residentially zoned property	Photometric plan provided.	See attached lighting review chart.	
Sidewalks (City Code Sec. 11-276 (b))	<p>An 8' wide pathway shall be constructed along Ten Mile Road as required by the City's Pedestrian and Bicycle Master Plan.</p> <p>Building exits must be connected to sidewalk system or parking lot.</p>	<p>Existing pathway present along Ten Mile Road.</p> <p>Building exits connected to proposed parking lot.</p>	Yes	

**Lighting Review Summary Chart**  
Fuerst Park SP 08-47

**Bolded items must be addressed at the time of Final Site Plan**

<b>Item</b>	<b>Required</b>	<b>Meets Requirements?</b>	<b>Comments</b>
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	Yes	
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: <ul style="list-style-type: none"> <li>• Photometric data</li> <li>• Fixture height</li> <li>• Mounting &amp; design</li> <li>• Glare control devices</li> <li>• Type and color rendition of lamps</li> <li>• Hours of operation</li> <li>• Photometric plan</li> </ul>	<b>No</b>	<b>Applicant should indicate hours of operation.</b>
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.	Yes	
Required Notes (Section 2511.3.b)	<ul style="list-style-type: none"> <li>• Electrical service to light fixtures shall be placed underground</li> <li>• No flashing light</li> </ul>	<b>No</b>	<b>Applicant should add the required notes to sheet SE-1.</b>

Item	Required	Meets Requirements?	Comments
	shall be permitted <ul style="list-style-type: none"> <li>• Only necessary lighting for security purposes and limited operations shall be permitted after a site's hours of operation.</li> </ul>		
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.	Yes	
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	Metal halide shown.
Minimum Illumination (Section 2511.3.k)	<ul style="list-style-type: none"> <li>• Parking areas 0.2 min</li> <li>• Loading and unloading areas 0.4 min</li> <li>• Walkways 0.2 min</li> <li>• Building entrances, frequent use 1.0 min</li> <li>• Building entrances, infrequent use 0.2 min</li> </ul>	Yes	
Maximum Illumination adjacent to Non-Residential (Section 2511.3.k)	When site abuts a residential district, maximum illumination at the property line shall not exceed 0.5 foot candle	<b>No</b>	<b>Applicant should adjust the lighting plan to stay within ordinance standards or this would be a deviation from the ordinance.</b>
Cut off Angles (Section 2511.3.1(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	<b>No</b>	<b>Proposed theatrical lights exceed the 90 degree cut off angle limit.</b>

## LANDSCAPE REVIEW



## PLAN REVIEW CENTER REPORT

December 29, 2008

### Preliminary Landscape Review

Fuerst Park SP#08-47

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#### Review Type

Preliminary Landscape Review

#### Property Characteristics

- Site Location: Ten Mil Road
- Site Zoning: R-4, One Family Residential
- Plan Date: 12/18/08

#### Recommendation

**Approval of the Preliminary Site Plan for 08-47 Fuerst Park is recommended provided the Planning Commission grants the required waiver.** The Applicant has proposed the selective pruning and protection of existing site landscape, planting of native species and bio-retention systems that are supported by Staff. Visual amenities such as fieldstone walls, park benches and decorative lighting have been included. The Applicant is asked to please address the following minor comments upon Final Site Plan Submittal.

#### Ordinance Considerations

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

1. The project is not directly adjacent to residential properties and no berm is required.

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

1. Due to the nature of the project no berm is required along any road frontage.
2. Canopy/ Large Evergreen Trees are typically required at one per 35 LF of road frontage. Sub-canopy Trees are typically required at one per 20 LF of frontage. Please note that Ten Mile Road is under the jurisdiction of the Road Commission for Oakland County and that street trees have not been allowed on past projects in the area. Please also note that existing trees count toward the requirement and that many are proposed to be preserved. Due to the nature of the project and the design intent, the Applicant has proposed planting the required trees in grove configurations deeper on the site. This will also allow for more efficient policing of the park. City Staff will continue to work on the project site and can provide additional tree plantings utilizing the City Tree Fund. In light of that, **Staff supports placement of the buffer trees as proposed by the Applicant and the required waiver for that placement.**

##### Parking Landscape (Sec. 2509.3.c.)

1. No parking area is associated directly with the proposed park. Existing and proposed parking lots in the area have been landscaped adequately through previous approvals.

##### Building Foundation Landscape (Sec. 2509.3.d.)

1. Foundation landscaping has been adequately provided at the relocated Town Hall.

**Plant List (LDM)**

1. A Plant List has been provided per Ordinance requirements. Please provide cost estimates for all plant materials, seed/sod, mulch and irrigation per the City of Novi standard costs.

**Planting Details & Notations (LDM)**

1. Plan Details and Notations must be provided per Ordinance requirements. The City of Novi Standard Details and Notes are available electronically through the Community Development Department and should be provided with the Final Site Plan.

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

1. An irrigation plan has been provided as required.

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

## **ENGINEERING REVIEW**



# PLAN REVIEW CENTER REPORT

January 5, 2009

## Engineering Review

Fuerst Park  
SP08-47

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### **Petitioner**

City of Novi

### **Review Type**

Preliminary Site Plan

### **Property Characteristics**

- Site Location: Southeast corner of Novi and Taft
- Site Size: 6.63 acres
- Plan Date: December 18, 2008

### **Project Summary**

- Construction of a community park consisting of pathways, various landscape features, and improvements surrounding the recently relocated township hall building, including a terraced seat wall for an amphitheater.
- Utility service to the township hall building was completed as part of the relocation project, which included a 2-inch water lead and a 6-inch sanitary lead.
- Storm water for the majority of the site will continue to sheet flow similar to the existing drainage pattern. Storm water in the vicinity of the township hall would be collected by two catch basins at low areas and directed to a proposed bioretention basin southwest of the building. Additionally, one or more swales would be used to help direct drainage away from the building.

### **Recommendation**

**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):



General

1. Show the property lines on all relevant plan sheets.
2. All plan sheets shall be provided at a standard engineering scale. Two sheets are currently drawn at an architectural scale, inconsistent with the rest of the plan.
3. All locations where stairs are proposed shall be specifically labeled on the plans.
4. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
5. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.
6. Provide a traffic control sign table listing the quantities of each sign type proposed for the development (i.e. barrier-free parking stall signs). Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
7. Verify the size of Barrier Free amphitheater seating areas comply with ICC/ANSI A117.1-2003 802. The details on the plans are not dimensioned, but scaling indicated a barely compliant width and an insufficient length [Building Dept. review].
8. Companion seats shall be included for the outer wheelchair spaces of the amphitheater per ICC/ANSI A117.1-2003 802.7 [Building Dept. review].

Storm Sewer

9. Provide a note on the Utility Plan that the sump pump at the building's crawl space entry point will be connected into the proposed storm sewer.
10. A storm manhole shall be provided at the bend in the pipe and at the intersection of the two pipes.
11. Provide a storm sewer design table and profile for any storm sewer proposed.
12. All storm sewer shall be a minimum 12-inch diameter, and shall be reinforced concrete pipe.

Storm Water Management Plan

13. If proposed for this phase, the bioretention basin calculations shall be reviewed for accuracy for the next submittal. It appears the drain time,  $t_r$ , was estimated too low (2 days vs. 0.5 days) in the calculations provided. This would affect the size of the basin; however, the size of the basin may not be critical for the intended use.
14. Further detail for the bioretention basin including a cross-section, soil details, etc. shall be provided for review prior to the next submittal if the basin is proposed to be constructed as part of this phase. Soil conditions shall be provided in order to understand the potential infiltration available, and to address overflow of the basin if expected.
15. Further detail shall be provided for the storm sewer outlet upstream of the bioretention area. Adequate erosion protection shall be provided such as a level spreader, or another method if discharged directly to the bioretention area.
16. A catch basin shall be provided in the downstream portion of the swale proposed north of the building to collect the drainage before it reaches the sidewalk or parking lot. Alternatively, the swale could be directed to the bioswale proposed south of the new library building if grades permit and capacity exists.

17. Show the drainage area limits draining to each proposed catch basin on the Grading Plan or Utility Plan.

Paving & Grading

18. The grading proposed southwest of the building may be a concern since the drainage (rooftop and surrounding landscape) appears to be funneled to one area as it crosses the sidewalk, potentially collecting at the location proposed for the bench.
19. Show the 2-percent cross-slope on the sidewalks adjacent to the building (draining away from the building). This sheet flow off the sidewalk is especially important for the southern segment which indicates drainage is directed to a central point on the walk, at the bench. Concentrated flow across a sidewalk should be avoided. Provide additional spot grades as necessary along this segment of sidewalk.
20. Provide additional spot grades as necessary to demonstrate that a minimum 5-percent slope away from the building is provided for ten feet around the perimeter of the building as required by ordinance [and per Building Dept. requirement, 2006 MBC 1803.3]. Some grades will need to be adjusted to achieve this minimum slope.
21. Provide spot grades along the swale proposed adjacent to the building. If feasible, the swale shall have a minimum slope of 1.5-percent.
22. Site grading shall be limited to 1V:4H (25-percent), excluding landscape berms. The slope to the west of the low point area proposed north of the building is shown steeper and shall be regraded to meet this standard.
23. Provide spot grades to the south of the low point area proposed north of the building to show how the area will drain. Address any concentrated flow that may be directed over the sidewalks. An additional catch basin or small drainage culvert(s) may be required.
24. Many of the slopes indicated on the Grading Enlargement Plan could not be verified using the spot grades provided. Different slopes were calculated for the majority of the locations.
25. Show the existing parking stalls adjacent to the new barrier free stalls proposed to show how they will be joined together.
26. There is concern that the curved joints proposed along the sidewalk may result in additional cracks or corner pop-outs. If an existing sidewalk(s) with a similar joint radius and joint frequency can be provided for our reference, the curved joint may be considered an acceptable alternative to the standard perpendicular joints.
27. Provide a *sidewalk* detail (potentially the 'Concrete Pavement' detail), and include the required 2-percent cross-slope.
28. Detectable warning plates are required at all barrier free ramps. The barrier-free ramps shall comply with current MDOT specifications for ADA Sidewalk Ramps. Provide the MDOT standard detail (R-28-F) for detectable surfaces. Label specific ramp locations on the plans where the detectable warning surface is to be installed. Specify the product proposed and provide a detail for the detectable warning surface. The product shall be the concrete-embedded detectable warning plates, or equal, and shall be approved by the Engineering Department.
29. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls comply with Michigan Barrier-Free regulations.

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

30. 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.
31. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal. 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 storm sewer, paving, grading, and the storm water basin.

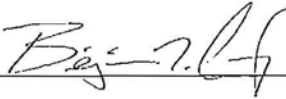
**The following must be submitted at the time of Stamping Set submittal:**

(Nothing additional required at this time)

**The following must be addressed prior to construction:**

32. If more than 5 acres will be disturbed, an NPDES permit must be obtained from the MDEQ. The MDEQ requires an approved plan to be submitted with the Notice of Coverage. This permit will be submitted through the Engineering Department.
33. A Soil Erosion Control Permit must be obtained from the City of Novi. This permit will be reviewed, approved and issued through the Engineering Department.
34. Construction Inspection Fees to be coordinated through the project manager.

Please contact Ben Croy, PE at (248) 735-5635 with any questions.



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cc: Rob Hayes, City Engineer  
Brian Coburn, Engineering Department  
Kristen Kapelanski, Community Development Department  
Tina Glenn, Water & Sewer Dept.

**FIRE REVIEW**



January 8, 2009

**CITY COUNCIL**

Mayor  
David B. Landry

Mayor Pro Tem  
Kim Capello

Bob Gatt

Terry K. Margolis

Andrew Mutch

Kathy Crawford

Dave Staudt

**City Manager**  
Clay J. Pearson

**Fire Chief**  
Frank Smith

**Deputy Fire Chief**  
Jeffrey Johnson

TO: Barbara McBeth, Deputy Director  
Community Development, City of Novi

RE: Furst Park, City of Novi, CP08-47  
Fire Department Review

Dear Ms. McBeth,

The above plan has been reviewed and it is **Recommended for Approval.**

Sincerely,

Michael W. Evans  
Fire Marshal

cc: file

**Novi Fire Department**  
42975 Grand River Ave.  
Novi, Michigan 48375  
248.349-2162  
248.349-1724 fax

cityofnovi.org

**APPLICANT RESPONSE LETTER(S)**



## MEMORANDUM

**TO:** BARB MCBETH, DEPUTY DIR. COMM DEV.  
**FROM:** BRIAN COBURN, P.E.; CIVIL ENGINEER *BTC*  
TRACIE RINGLE, COMMUNICATIONS SPECIALIST *TR*  
**SUBJECT:** APPLICANT RESPONSE FOR FUERST PARK (SP 08-47)  
**DATE:** JANUARY 9, 2009

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We have received the Preliminary Site Plan review letters for Fuerst Park and submit this memo as the applicant's response.

### Planning Review

The Planning review letter included five comments. Our response to these comments is as follows:

- 1. Building Setbacks:** The Township Hall building was successfully relocated in November to the location shown on the site plan. The relocation was necessary to accommodate the new Novi Public Library, which will be under construction shortly. The adjacent properties, while zoned residential, are used for institutional purposes (Novi High School to the south and the Novi Public Library to the east). The intent of the 75' setback is to protect residential properties from adjacent uses that will negatively impact the properties, but in this case the adjacent uses are not single family residential. Therefore, **we are seeking a deviation from the ordinance to decrease the setbacks for the Township Hall building to 17 feet from the south property line and 40 feet from the east property line.**
- 2. Barrier Free Spaces:** The City is working with the Novi Public Schools to resolve this issue.
- 3. Barrier Free Signs:** The barrier free parking signs will be shown on the Final Site Plan as required.
- 4. Refuse Collection:** Fuerst Park will be operated and maintained by City staff through the Parks, Recreation and Forestry Department. The Parks, Recreation and Forestry staff plans to provide trash receptacles that will be emptied on a regular basis. There are no plans for a dumpster on site.
- 5. Site Lighting:** While in a residential district, the illumination levels of the lights at Township Hall, and the angles of the theatrical lights will not have a negative impact on adjacent residential neighbors, due to the distance of the proposed lighting from the neighboring residential properties and due to the proposed angles and limited hours of operation of the theatrical lighting. The lighting surrounding Township Hall will be in operation from dusk through dawn and directed upon the building and the approach sidewalk. The theatrical lighting will be directed toward the stage and only in use during productions. Therefore, **we are seeking a deviation from the ordinance to provide levels of illumination and cut-off angles beyond the maximum ordinance standard.**

The remainder of the comments from the Planning letter will be addressed at the time of Final Site Plan submittal.

Engineering Review

We will address the comments in the Engineering review letter at the time of Final Site Plan submittal.

Landscape Review

**We are requesting a waiver from Section 2509.3.b for the placement of the buffer trees** that is being supported by staff for the reasons stated in the landscape review letter.

We appreciate your time and consideration of the project.

cc: Rob Hayes, P.E.; City Engineer  
Randy Auler, Director of Parks, Recreation and Forestry