

The Baronette, a Renaissance Hotel by Marriott SP 09-08

The Baronette, a Renaissance Hotel by Marriott SP09-08

Consideration of the request of Hotel Baronette for a recommendation to City Council for Preliminary Site Plan, Shared Parking Study and Storm Water Management Plan approval. The subject property is located in Section 14, south of Twelve Mile, east of Novi Road in the RC, Regional Center District. The subject property is approximately 6.29 acres and the applicant is proposing to add a three story 5,688 square foot addition to the existing Hotel Baronette, and is also proposing to extend the patio area of the existing restaurant and eliminate 26 parking spaces from the existing parking lot.

Required Action

Recommend approval/denial to City Council for a Preliminary Site Plan, Shared Parking Study and Stormwater Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	05/11/09	<ul style="list-style-type: none"> • Shared parking study submitted for consideration in lieu of providing parking for all uses on site. • Minor items to be addressed at the time of Final Site Plan submittal.
Landscaping	Approval recommended	05/01/09	Minor items to be addressed at the time of Final Site Plan submittal.
Engineering	Approval recommended	05/11/09	Minor items to be addressed at the time of Final Site Plan submittal.
Traffic	Approval not recommended, (applicant continuing to discuss Traffic Impact Study requirements with city's traffic engineering consultant)	05/08/09	<ul style="list-style-type: none"> • Shared Parking Study is acceptable and demonstrates that adequate parking will be provided. • Applicant shall demonstrate that the collected traffic counts accurately capture existing conditions including banquet facility use, or otherwise remedy the situation with additional counts. • Applicant shall document approval from Twelve Oaks Mall that entry drive improvements are permitted. • Minor items to be addressed at the time of Final Site Plan submittal.
Façade	Approval recommended	05/11/09	Applicant shall consider routine maintenance on the existing stone copings and window sills.
Fire	Approval recommended	05/08/09	Minor items to be addressed at the time of Final Site Plan submittal.

Motions

Approval – Preliminary Site Plan and Shared Parking Study

In the matter of The Baronette a Renaissance Hotel by Marriott, SP 09-08, motion to **recommend approval** to City Council for the Preliminary Site Plan and Shared Parking Study subject to the following:

- a. The submitted Shared Parking Study is acceptable and demonstrates that adequate parking will be provided on site for the expected mix of uses;
- b. The applicant shall demonstrate that the collected traffic counts accurately capture existing conditions (including use of the hotel's banquet facilities) to assure that the proposed left-turn entry drive from the mall entry road will not experience spillbacks into the mall entrance driveway's through lanes;
- c. The applicant shall provide documentation from Twelve Oaks Mall approving the proposed changes to the mall entrance drive;
- d. The applicant shall consider routine maintenance on the existing stone copings and window sills as a part of the hotel renovations;
- e. The comments in the staff and consultant review letters being addressed on the Final Site Plan; and
- f. *(other conditions list here)*

for the reason that the proposed site plan is otherwise in compliance with Article 25 and Article 17 of the Zoning Ordinance and all other applicable provisions of the Ordinance and the proposed Shared Parking Study illustrates that adequate parking will be on site to support both the principal hotel use and all accessory uses; and additional reasons if any...)

Denial – Preliminary Site Plan and Shared Parking Study

In the matter of The Baronette a Renaissance Hotel by Marriott, SP 09-08, motion to **recommend denial** to City Council for the Preliminary Site Plan and Shared Parking Study subject to the following:

for the reason that the proposed site plan is not in compliance with Article 25 and Article 17 of the Zoning Ordinance and the proposed Shared Parking Study shows that adequate parking will be not be available on site to support both the principal hotel use and all accessory uses; and additional reasons if any...)

Approval – Storm Water Management Plan

In the matter of The Baronette a Renaissance Hotel by Marriott, SP 09-08, motion to **approve** the Storm Water Management Plan, subject to:

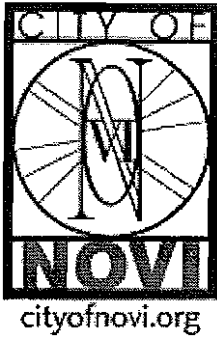
- a. The conditions and items listed in the staff and consultant review letters being addressed on the Final Site Plan; and
- b. *(additional conditions here if any)*

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 The Baronette a Renaissance Hotel by Marriott, SP 09-08, motion to **deny** the Storm Water Management Plan, for the following reasons...*(because it is not in compliance with Chapter 11 of the Ordinance.)*

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

May 11, 2009

Planning Review

The Baronette a Renaissance Hotel by Marriott

FKA Hotel Baronette

SP #09-08

Petitioner

Hotel Baronette

Review Type

Preliminary Site Plan and Shared Parking Study

Property Characteristics

- Site Location: 27790 Novi Road (East side of Novi Road and south of Twelve Mile Road)
- Site School District: Novi Community Schools
- Site Zoning: RC, Regional Center
- Adjoining Zoning: North, South, East and West: RC
- Site Use(s): Existing hotel
- Adjoining Uses: North: Gorman's Furniture; East: Retail (Twelve Oaks Mall); West: Retail (West Oaks); South: Office
- Site Size: 6.29 acres (entire site)
- Proposed Addition Size: 5,688 square feet
- Plan Date: 04/22/09

Project Summary

The applicant is proposing to add a three story 5,688 sq. ft. addition to the southwest corner of the existing Hotel Baronette (a Special Land Use in the RC District). The addition will include a new banquet facility on the ground floor, a fitness center for hotel guests on the second floor and a private lounge for hotel guests on the third floor. The applicant is also proposing to extend the patio area of the existing restaurant and eliminate 26 parking spaces from the existing parking lot. Interior renovations to the existing hotel rooms are also proposed. A Shared Parking Study was provided for consideration of the shared uses on the site: both the guests and patrons of the hotel, and the restaurant and banquet facility. The 12 Oaks Mall entry drive from Novi Road is proposed to be modified to include an opening in the boulevard island and allow more direct access to the site from Novi Road. Please see the traffic review for more information.

Recommendation

Approval of the ***Preliminary Site Plan is recommended.*** The plan is generally in compliance with the Zoning Ordinance and there are only minor Planning related items to be addressed at the time of Final Site Plan submittal.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 17 (RC, Regional Center District), 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. Items in **bold** below must be addressed by the applicant or City Council before Site Plan Approval may be granted. Please note, site plans within the RC District require approval from the City Council after a recommendation from the Planning Commission.

1. Existing Parking: The applicant is proposing to restripe a portion of the parking lot including barrier free spaces. In order to verify the number parking spaces as well as the existence of the appropriate signage and the required dimensions, all existing parking should be shown on the plan. **The applicant should clearly show all existing parking and barrier free signage on Sheet L001.**
2. Barrier Free Signage: One sign is required for each barrier free space. A sign is not currently indicated on the plan for the relocated barrier free space. **The applicant should provide barrier free signage for all existing and proposed barrier free spaces and clearly indicate the location of said signs on the plan.**
3. Shared Parking Study: Per the requirements of Section 2505 of the Zoning Ordinance, 438 parking spaces are required for the proposed use. The applicant has indicated that 356 spaces are provided and has submitted a Shared Parking Study to demonstrate only 357 spaces are required for peak usage. Per Section 2505.8 of the Zoning Ordinance, the City Council (after a recommendation from the Planning Commission) may reduce the parking requirements with the acceptance of the Shared Parking Study. Please see the traffic review letter for additional information.
4. Restaurant Patio Extension: The applicant has proposed an extension of the existing restaurant patio. Outdoor seating must be approved by the Planning Division. The applicant should provide an outdoor seating plan showing all proposed and existing seating and patio furniture. Please refer to Section 2524 of the Zoning Ordinance for outdoor seating requirements.
5. Exterior Lighting: It is unclear if the applicant is proposing changes to the exterior lighting currently on site or providing exterior lighting on the proposed addition. **If changes or additional lighting are proposed, the applicant should submit a photometric plan with the Final Site Plan submittal.** Please refer to Section 2511 for exterior lighting requirements.
6. Proposed changes to 12 Oaks Mall Entry Drive: **The applicant should provide a letter from 12 Oaks Mall approving the proposed changes to the entry drive.**

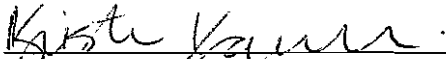
Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested **prior to the matter being reviewed by the Planning Commission.** Additionally, a letter 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.



Kristen Kapelanski, Planner

Attachments: Planning Review Chart

PLANNING REVIEW SUMMARY CHART

Preliminary Site Plan Review
 Plan Date: 04/22/09

Items in **Bold** need to be addressed by the applicant.

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	PD-2	No change Proposed	Yes	
Zoning	RC	Expansion of existing hotel.	Yes	
Use (Article 17)	Uses permitted in the RC District include regional shopping centers, stand-alone retail establishments, restaurants and uses permitted in the OSC District.	Expansion of existing hotel.	Yes	
Building Height (Section 2400)	45 ft.	42 feet	Yes	
Building Setback				
Front – west (Section 2400)	100 feet	Proposed addition – 100 feet	Yes	
Exterior Side - north (Section 2400)	100 feet	Proposed addition – 250 feet +	Yes	
Exterior Side - south (Section 2400)	100 feet	Proposed addition - 110 feet	Yes	
Rear - east (Section 2400)	100 feet	N/ A (Addition is structurally attached to existing building.)	Yes	
Parking Setback				
Front - west (Section 2400)	20 feet	Parking is proposed within the existing confines of the current parking lot and therefore setback appropriately.	Yes	Applicant should clearly show all existing parking on Sheet L001.
Exterior Side – north (Section 2400)	20 feet			
Exterior Side - south (Section 2400)	20 feet			
Rear - east (Section 2400)	10 feet			
Number of Parking Spaces (Section 2505.14e)	Existing Hotel – 1 space for each 1 occupant unit plus 1 space for each employee plus spaces	Per the provided Shared Parking Study, the addition will result in the loss of 26 parking spaces,	No	Parking requirements can be reduced by the Planning Commission/City Council if the Shared Parking Study supports this reduction. The

Item	Required	Proposed	Meets Requirements?	Comments
	<p>for accessory uses</p> <p>153 rooms + 45 employees = 198 spaces required</p> <p>Banquet Room 1 (existing) – 1 space for each 3 persons permitted under maximum occupancy</p> <p>300 max. occupancy / 3 = 100 spaces required</p> <p>Restaurant (existing) – 1 space for each 2 employees plus one for each two customers allowed under maximum capacity</p> <p>176 capacity / 2 = 88 spaces</p> <p>30 employees / 2 = 15 spaces</p> <p>88+15 = 103 spaces required</p> <p>Banquet Room 2 (proposed) – 1 space for each 3 persons permitted under maximum occupancy</p> <p>111 max. occupancy / 3 = 37 spaces required</p> <p>Fitness Center – 1 space for each 5.5 memberships</p> <p>No additional spaces needed as only hotel guests will have access.</p> <p>Private Club – 1</p>	<p>reducing the available parking from 382 spaces to 356 spaces.</p>		<p>applicant has provided a shared parking study indicating during peak usage, only 357 parking spaces would be required. See the applicant's shared parking study submittal and Section 2505.8 of the Zoning Ordinance for additional information.</p> <p>Applicant should clearly show all existing parking on Sheet L001.</p>

Item	Required	Proposed	Meets Requirements?	Comments
	<p>space for each 3 persons allowed under maximum occupancy</p> <p>No additional spaces needed as only hotel guests will have access.</p> <p>438 spaces required</p>			
Parking Space Dimensions and Maneuvering Lanes (Section 2506)	9' x 19' parking spaces with 24' wide drives; 9' x 17' parking spaces permit adjacent to 7'-wide interior sidewalks and landscaping, if 4" curb is provided	9' X 19' spaces provided	Yes	Applicant should clearly show all existing parking on Sheet L001.
Barrier Free Spaces (Barrier Free Code)	<p>Barrier free requirements are based on the total number of spaces provided.</p> <p>Per the provided Shared Parking Study, the addition will result in the loss of 26 parking spaces, reducing the available parking from 382 spaces to 356 spaces, which would require 8 barrier free spaces with one van accessible space.</p>	Notes indicate that 8 barrier free spaces are to remain on the site	Yes?	Applicant should clearly show all existing and proposed parking and all existing and proposed barrier free spaces so that the barrier free requirements can be accurately calculated.
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	8' wide with an 8' wide access aisle for van-accessible spaces	Yes?	Applicant should clearly show all existing and proposed barrier free spaces so that the barrier free requirements can be verified.
Barrier Free Signs (Barrier Free Design Graphics Manual)	One sign for each accessible parking space	Signs not indicated	No	Applicant should clearly show all existing and proposed barrier free spaces and signage so that the barrier free requirements can be verified.

Item	Required	Proposed	Meets Requirements?	Comments
<p>Loading Spaces (Section 2507) and Dumpster Enclosure (Section 2503.2 and 2520.1)</p> <p>Dumpster Enclosure (Sections 2503.2.F and 2520.1)</p>	<p>Must be in rear yard, with 10 sq. ft. per front foot of building.</p> <p>Dumpster enclosure to be located in rear yard, no closer than 10' to building unless structurally attached; set back from property line a distance equivalent to the parking lot setback; located as far from barrier free spaces as possible; Enclosure to match building materials</p>	Existing dumpster and loading zone to remain.	Yes	
Exterior lighting (Section 2511)	If additional lighting is proposed, photometric plan required at time of Final Site Plan submittal.			
Sidewalks (City Code Section 11-276(b))	5'-8' wide sidewalk along all major thoroughfares and collectors as required by the Pedestrian and Bicycle Master Plan	5 ft. sidewalk provided	Yes	<p>Applicant should consider installing sidewalks along the ring road and mall entrance drive if they are not already present.</p>
Pedestrian Connectivity	The Planning Commission shall consider... 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 (Section 2516.2.b (3)).	Sidewalk connected?	Yes	
Development/ Business Sign	If proposed, signage requires a permit.			Contact Maureen Underhill at 248-735-5602

Prepared by Kristen Kapelanski (248) 347-0586 or kkapelanski@cityofnovi.org

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

May 1, 2009

Preliminary Landscape Review

Hotel Baronette / Marriott Renaissance

Review Type

Preliminary Landscape Review

Property Characteristics

- Site Location: Novi Road
- Site Zoning: RC – Regional Center
- Plan Date: 4/22/09

Recommendation

Approval of the Preliminary Site Plan for 09-08 Hotel Baronette / Marriott Renaissance Renovation is recommended. Please address minor comments on the Stamping Set Submittal.

Ordinance Considerations

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

1. No major alterations are proposed within the right-of-ways.
2. Right-of-way greenbelt planting calculations have been provided and requirements have been met.

Street Tree Requirements (Sec. 2509.3.b.)

1. Existing street trees will be preserved. The applicant has also proposed 8 additional perimeter parking lot trees along the service drive. Street tree requirements have been met.

Parking Landscape (Sec. 2509.3.c.)

1. Adequate interior parking landscape area has been provided.
2. Two additional Parking Lot Canopy Trees have been provided.

Parking Lot Perimeter Canopy Trees (Sec. 2509.3.c.(3))

1. Perimeter Parking Lot Canopy Trees are required per 35 LF surrounding parking and access areas. The Applicant has adequately provided for the requirement.

Building Foundation Landscape (Sec. 2509.3.d.)

1. A minimum 4' wide landscape bed is required around the entire building foundation. The applicant has met this requirement.
2. Adequate interior parking landscape area is has been provided.

Plant List (LDM)

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

Planting Notations and Details (LDM)

1. The planting details and notations meet the requirements of the Ordinance and the Landscape Design Manual.

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

1. An Irrigation Plan and Cost Estimate must be provided.

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.



Reviewed by: David R. Beschke, RLA

Financial Requirements Review

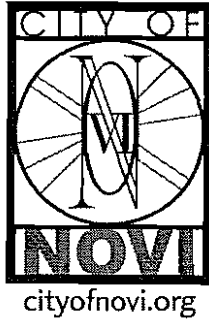
To be completed at time of Final Site Plan Review.

Item	Amount	Verified	Adjustment	Comments
Full Landscape Cost Estimate	\$ 42,980			Includes street trees. Does not include irrigation costs.
Final Landscape Review Fee	\$ 6,447			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	\$ 47,980		Does not include street trees. Includes irrigation.
Landscape Financial Guaranty	YES	\$ 71,970		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	\$ 2,878.80		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	\$ 431.82		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	\$ 0		\$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	\$ 0		\$400 per tree.
Street Tree Inspection Fee	YES	\$ 0		6% of the Street Tree Bond as listed above.
Street tree Maintenance Fee	YES	\$ 0		\$25 per tree.
Landscape Maintenance Bond	YES	\$ 4,798		10% of verified cost estimate due prior to release of Financial Guaranty.

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

May 11, 2009

Engineering Review

Hotel Baronette/Marriott Renaissance Renovation
SP09-08

Petitioner

Hotel Baronette

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: Twelve Oaks Ring Road
- Site Size: 6.29 acres
- Plan Date: April 22, 2009

Project Summary

- Construction of a building addition, patio/terrace, alterations to the parking lot and storm structure adjustments. The plan also proposes a median removal and left-turn lane addition to the Twelve Oaks Ring Road.

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. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.
3. Show and label the master planned right-of-way width for Novi Road.
4. If traffic control signs are being proposed, provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
5. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of paved areas, and illustrate on the profiles.

Storm Sewer

6. The proposed bridge drain detail shown for the inlet structure southwest of the building addition does not meet City of Novi design standards. Please provide the City of Novi standard detail for curb inlets for all proposed storm structures.
7. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

Water Main

8. Be sure to adjust fire hydrants accordingly to meet proposed grades.

Paving & Grading

9. Provide more detail for the existing parking lot. This includes showing all existing adjacent parking spaces.
10. If the proposed pavement shown for the parking spaces south of the addition is proposed to asphalt pavement, please label on the plan.
11. Please show all ramp details on the plan. Be sure all ramps meet ADA requirements.
12. Show the pavement cross section for the proposed left-turn lane along the Ring Road. Be sure to match the existing cross section of the Ring Road.
13. Sheet L401 shows the sidewalk section labeled as "Typical Concrete Pavement". Please re-label to "Typical Concrete Sidewalk Cross Section".
14. Specify the product proposed and provide a detail for the detectable warning surface for barrier free ramps. The product shall be the concrete-embedded detectable warning plates, or equal, and shall be approved by the Engineering Department. Stamped concrete will not be acceptable.
15. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards given in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall). The proposed island shown west of the building addition shall be modified to meet City requirements.

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

16. 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.
17. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

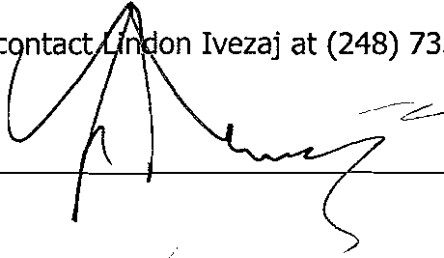
The following must be addressed prior to construction:

18. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
19. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
20. A permit for work within the right-of-way of Novi Road must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.
21. A permit for work within the right-of-way of Novi Road must be obtained from the Road Commission for Oakland County. Please contact the RCOC (248-858-4835) directly with any questions. The applicant must forward a copy of this permit to the City. Provide a note on the plans indicating all work within the right-of-way will be constructed in accordance with the Road Commission for Oakland County standards.
22. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
23. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
24. If street signs are proposed, a street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

Engineering Review of Preliminary Site Plan
Hotel Baronette/Marriott Renovation
SP# 09-08

May 11, 2009
Page 4 of 4

Please contact Lindon Ivezaj at (248) 735-5694 with any questions.

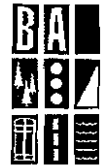


cc: Ben Croy, Engineering
Brian Coburn, Engineering
Kristen Kapelanski, Community Development Department
Tina Glenn, Water & Sewer Dept.

TRAFFIC REVIEW

May 8, 2009

Barbara McBeth, AICP
Deputy Director of Community Development
City of Novi
45175 W. Ten Mile Rd.
Novi, MI 48375



BIRCHLER ARROYO
ASSOCIATES, INC.

**SUBJECT: Hotel Baronette / Marriott Renaissance Renovation, SP#09-08,
Traffic Review of Preliminary Site Plan, Shared Parking Study,
and Traffic Impact Study**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

Recommendation

We can not recommend approval until the items in **bold** below have been satisfactorily addressed.

Project Description

What is the Applicant proposing?

1. A **5,688-s.f.** multi-story addition is proposed at the southwest corner of the existing hotel (see attached birdseye aerial photo). According to the Applicant's shared parking study, the addition will include a **1,600-s.f.** banquet hall with **111** seats on the first floor, and a club lounge and exercise room (for hotel guests) on upper floors. Also according to the shared parking study, the new facility will be served by *the same number of employees – 75 –* now serving the existing 153-room hotel, 176-seat restaurant, and 300-seat banquet hall.

Shared Parking Study

Will the revised parking lot accommodate future peak parking demand?

2. The proposed building expansion will reduce the site's existing parking capacity by 26 spaces, while at the same time increasing the peak parking demand. A shared parking study (SPS) dated 4-13-09 by the Applicant's parking and traffic consultant, Tetra Tech, was prepared to evaluate the adequacy of the reduced parking supply. The SPS accounted for (a) City of Novi parking requirements for the individual uses (hotel rooms, restaurant, and banquet hall) as if each stood alone; (b) timesharing of parking spaces by the three uses; and (c) other factors reducing parking requirements, such as captive parking (e.g., hotel guests walking to a banquet function) and mode split (e.g., hotel guests arriving by taxi or limousine).
3. Strict application of City parking ratios, without any shared parking considerations, would require a total of 438 spaces. The preliminary site plan proposes a total of 356 spaces.

4. With timesharing alone, the peak parking requirement was predicted to occur at 9:00 PM on a weekend in July, when a total of 357 spaces would be required. Hence, a negligible deficit of one parking space would occur.
5. With both timesharing and the assumption of reasonable experience-based “other factors” (per comment 2), the peak parking requirement was predicted to occur at 9:00 PM on a weekday in July, when a total of 247 spaces would be required. Hence, a significant surplus of 109 parking spaces would occur.
6. We find the shared parking study acceptable in terms of methodology, findings, and conclusions. It is reasonable to conclude that the site parking supply will be adequate for the proposed building expansion.

Traffic Impact Study

Will the proposed access improvements safely and efficiently accommodate future site traffic? Will any off-site roadway or traffic control improvements be needed?

7. A traffic impact study dated April 2009 was prepared for the Applicant by another individual at Tetra Tech. That individual exchanged several emails with us before and after beginning the traffic study. Reference will be made in the following comments to some of those communications.
8. Our pre-application comments to the City, dated 2-26-09, outlined several key concerns that should be evaluated in the required traffic impact study. By far the most critical concern was the importance of demonstrating that the proposed left-turn pocket in the adjacent mall entrance drive will be long enough to avoid spill-backs into the driveway's through lanes. Possible spill-backs resulting from delays completing left turns into the hotel site will be a function of the volume and arrival pattern of entering left turns, volume of westbound traffic exiting the mall, and the degree to which backups from the signal at Novi Road impedes drivers wanting to turn left into the site.
9. Our comments regarding certain key steps in the traffic study are as follows:
 - a. Existing Traffic Volumes – In our emailed guidance of 2-11-09, we asked the Applicant's traffic consultant to evaluate four specific peak hours: Saturday PM in mid-December, weekday PM in mid-December, Saturday PM in February or March, and weekday PM in February or March. We also stated that “the specific peak-hour times should be based on expected critical combinations of overall mall traffic and *hotel event traffic*” (emphasis added here for the first time). The study report does not describe any hotel events occurring at the times traffic was actually counted (Tuesday, 2/24/09 and Saturday, 2/28/09). We have compared the counted site traffic to the trip generation forecasted in the report for the existing hotel, and **it appears that no significant banquet events were likely occurring at the time of the study's traffic counts. If true, the study does not capture existing traffic conditions critical to the proper evaluation of the spill-back issue cited above.**
 - b. Trip Generation – We concurred with the consultant's emailed proposal to forecast additional site trips using employee counts for a hotel; however, at the time, we expected

there to be some increase in employees, and that the study would develop a ratio of future-to-existing employees, and then multiply that ratio by site traffic counts made at the time of a critical banquet event. Rather, the study assumes a current headcount of 50 and a future headcount of 75 (contrary to the assumptions of the shared parking study), and then forecasts new site traffic by subtracting predicted trips for a 50-employee hotel from predicted trips for a 75-employee hotel. **This resulted in a forecast of only 10 new entering trips in the weekday PM peak hour and 15 new entering trips in the Saturday PM peak hour, volumes which appear unreasonably low given the 111-seat capacity of the proposed banquet center expansion.**

- c. Trip Distribution – The study documents the existing distribution of site traffic, and then makes reasonable assumptions regarding how that traffic will be distributed differently between site drives once entering left turns are allowed from the mall driveway (per the site plan proposal).
- d. Traffic Simulation – Under the future traffic forecasts of the study, a detailed *SimTraffic* simulation predicts a maximum entering left-turn queue length of 69 ft during the non-December, Saturday PM peak hour found most critical. Hence, **the study concludes that the proposed 75-ft long left-turn bay in the mall driveway will avoid spill-back into the driveway's through lanes. We believe that this conclusion is inadequately supported, however, given the degree to which future site traffic during critical banquet events was probably underestimated (per 9a and 9b, above).**
- e. Levels of Service – All peak-hour levels of service were found to be satisfactory, with the exception of the Twelve Oaks Mall driveway approach to Novi Road, which was operating at LOS E in the counted Saturday PM peak hour and both estimated peak hours in December (note: all LOS tables in the report have transposed the names for the EB and WB approaches). The study indicates, however, that “signal re-timing” would restore the preferred minimum LOS D on that approach. **This recommendation should be further explained, given that the existing SCATS signal operation is supposedly self-optimizing. We also note that both the queuing results and level of service findings are somewhat less favorable than they might have been, by virtue of the fact that the analyses used the software's default ideal flow rate of 1,900 vehicles per hour per lane rather than the value of 2,000 vphpl recommended by MDOT for the Detroit Metro Region.**

Preliminary Site Plan

Are all elements of the site plan in conformance with City standards? Are refinements in order to better facilitate safe and efficient access and circulation by both vehicles and pedestrians?

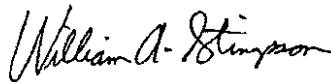
- 10. **The feasibility of allowing entering left turns from the mall entrance drive to the hotel site, along with the length of the required left-turn bay should such turns be allowed, awaits determination once a revised traffic study has been submitted, reviewed, and found acceptable. The Applicant should also document approval of proposed access changes by the owner of Twelve Oaks Mall.**

11. The plan proposes to reduce the size of the existing island in the hotel's south driveway and allow entering left turns from the mall entrance drive. **To enhance that island's visibility and provide a somewhat better physical deterrent to exiting left turns (at a location where such turns would be disruptive to mall traffic), the island should be enlarged and the exiting drive narrowed; see the first attached plan mark-up. Also, to further discourage exiting left turns, the median nose east of the hotel drive should be extended further west (also shown in the mark-up).**
12. No later than the final site plan, appropriate traffic control devices (signs and pavement arrows) should be proposed at both the modified site driveway and the existing driveway across the entrance road from the site driveway. Our recommendations in this regard are shown on the attached plan mark-up.
13. We were unable to find any dimensions in the plan set for the proposed new curb radii near the proposed building addition. It appears, however, that the inside corner radius between the west and south parking aisles is only 15 ft. Our review with turning templates confirms that a larger radius would be required to facilitate fire truck circulation in the event cars are parked along the south side of the lot. Also, the new end island nominally north of the addition has semicircular ends and parallel sides, contrary to the City's Zoning Ordinance (Sec 2506.13).
14. **To address the two deficiencies described in comment 13, we recommend that (a) a 25-ft inside corner radius be used, as shown in the second attached plan mark-up, and (b) the new parking lot end island be designed per the attached standard detail sheet.**
15. **The revised plan should detail all new curb and island radii; the colors of all new pavement markings; and the number and mounting heights of all new traffic control and parking signs (by sign code and size).**
16. The proposed features for pedestrian access and circulation are satisfactory.

Sincerely,
BIRCHLER ARROYO ASSOCIATES, INC.



Rodney L. Arroyo, AICP
Vice President



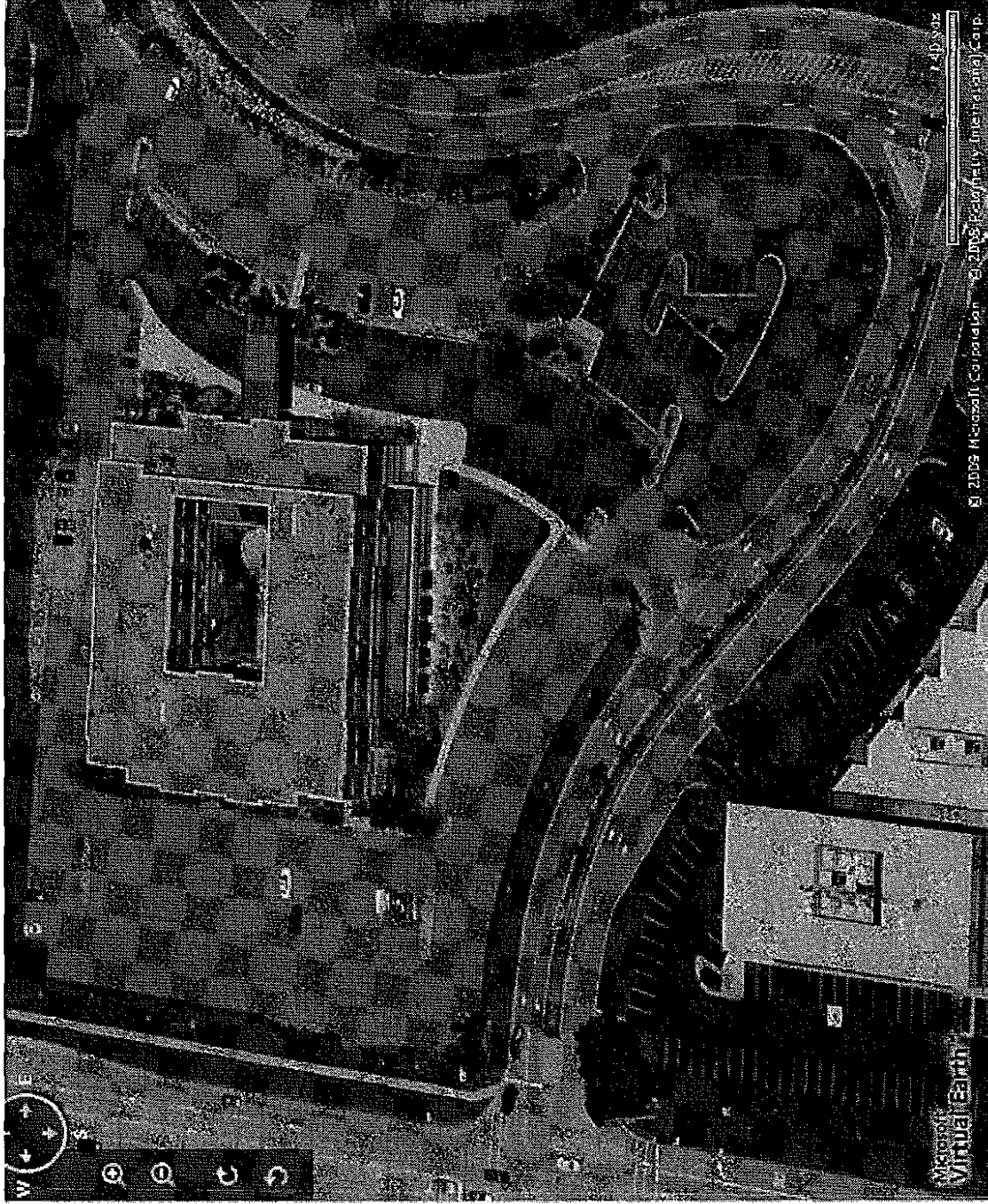
William A. Stimpson, P.E.
Director of Traffic Engineering



David R. Campbell
Senior Associate

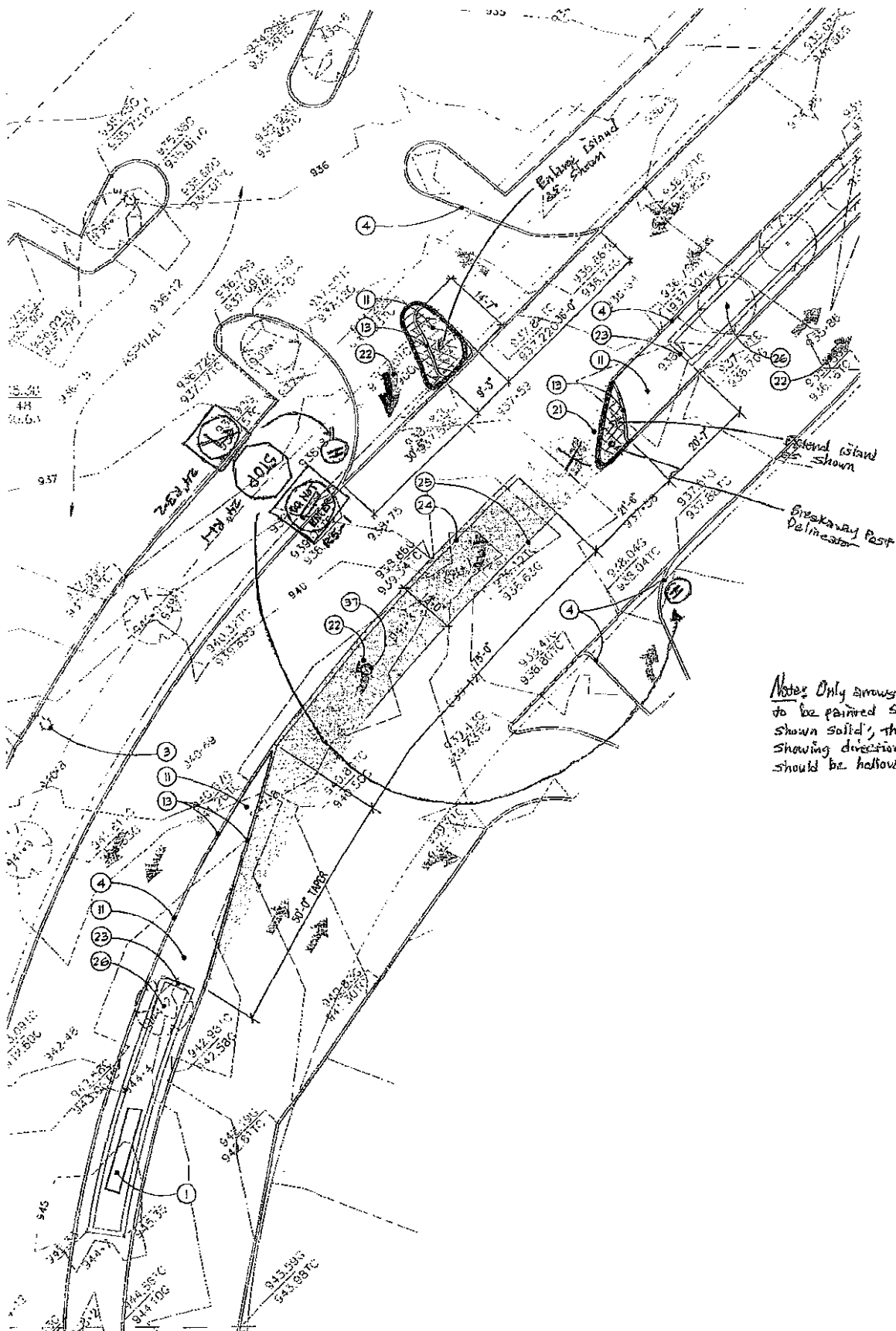
Attachments

- Birdseye aerial
- Two marked-up plan excerpts
- City of Novi standard end island details



Hotel Baronette at Twelve Oaks Mall, Novi

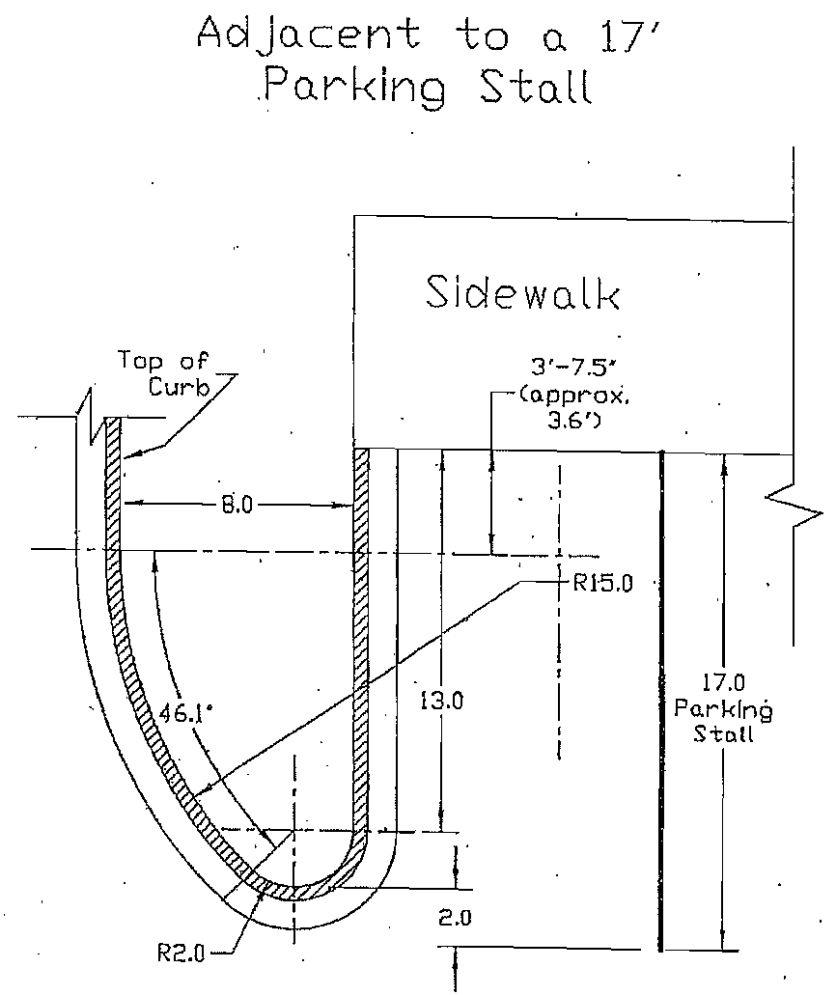
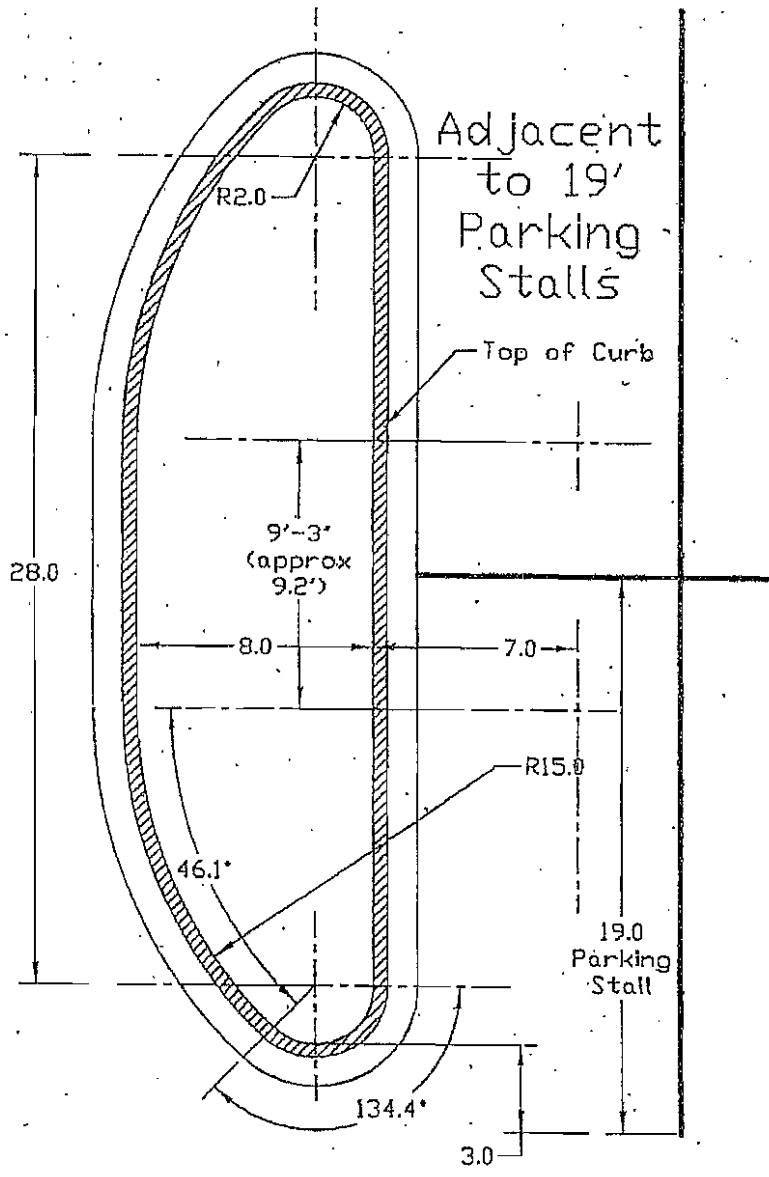
- (1) LANDSCAPE AREA
- (2) NEW ADDITION OVER
- (3) NEW 6" HT. CONCR
- (4) NEW 6" HT. CONCR
- (5) NEW CONCRETE WK
- (6) NEW CROSSWALK
- (7) BARRIER FREE RA
- (8) BRIDGE DRAIN IN BASIN, REFER TO :
- (9) EXISTING CATCH E NEW GRADE AND
- (10) BUILDING SETBAC
- (11) NEW ASPHALT PA
- (12) NEW TURN LANE A
- (13) LIMITS OF EXISTIN
- (14) DOUBLE YELLOW ENGINEER'S TRAP
- (15) SOLID WHITE PAIR TRAFFIC IMPACT I
- (16) EXISTING TREE TK
- (17) 4" NON PERF. DR
- (18) 6" SOLID PVC DI
- (19) RESTAURANT TER
- (20) 4' HT. DECORATI TYP.
- (21) INTEGRAL CURB
- (22) PROPOSED VEST ARCHITECTURAL
- (23) VESTIBULE ROOF ARCHITECTURAL
- (24) MATCH EXISTING
- (25) 6" SOLID PVC DI
- (26) 8" X 8" TERRACE
- (27) EXISTING LIGHT F FOR PROPOSED
- (28) PROPOSED BAR
- (29) PROPOSED CATI NOVI STANDARD



Note: Only arrows meant to be paired should be shown solid, those only showing directionality should be hollow.

Standard Parking Island Design

with minimum 8' width



FAÇADE REVIEW



May 11, 2009

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

Attn: Ms. Barb McBeth – Director of Community Development

Re: **FACADE ORDINANCE**
Hotel Baronette, SP09-08
 Façade Region: 1, Zoning District: RC

Dear Ms. McBeth:

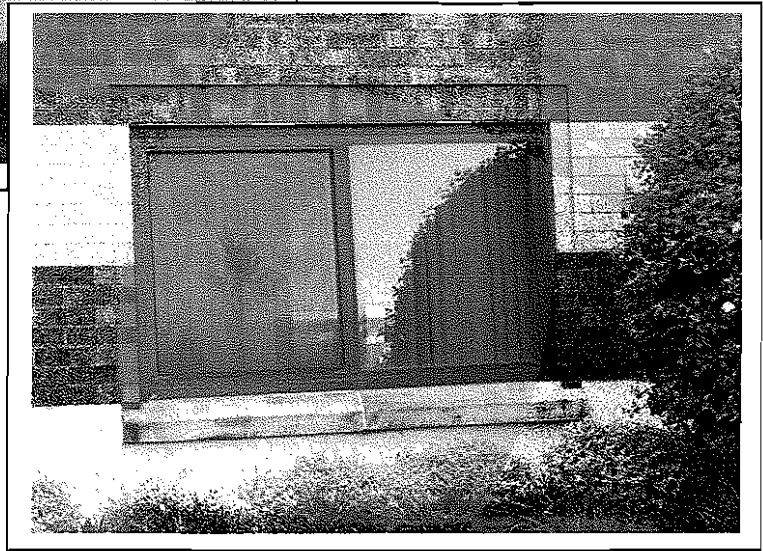
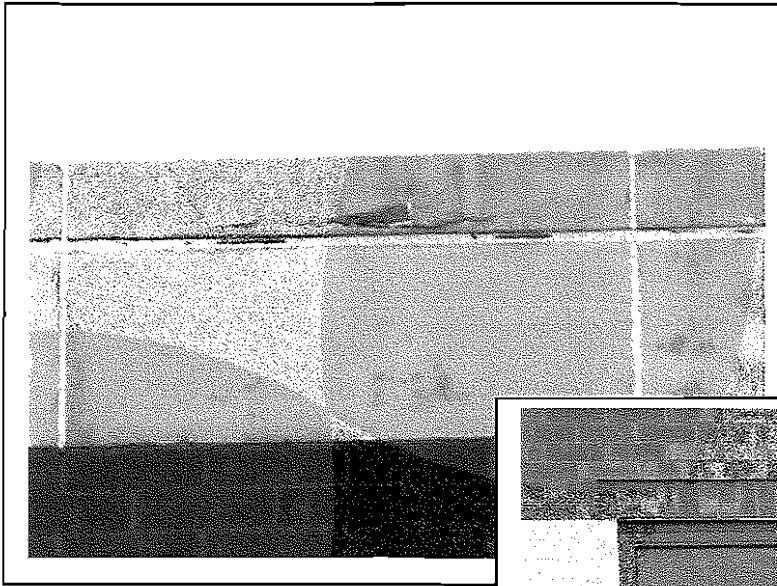
The following is the Façade Review for the proposed addition to above referenced project based on the drawings prepared by Kraemer Design Group, dated 4/21/09. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the right hand column. Materials that are in non-compliance with the Façade Schedule, if any, are highlighted in bold.

	South Façade	East Façade	West Façade	North Façade	Ordinance Maximum (Minimum)
BRICK	75%	NA	75%	72%	100% (30%)
STONE	15%		10%	10%	50%
FLAT METAL PANELS	9%	NA	12%	17%	50%
SPANDRAL GLASS	1%	NA	3%	1%	50%

Comments:

As shown above the percentage of proposed and existing materials combined are in full compliance with the Façade Chart. A Section 9 Waiver is not required.

It should be noted that the stone copings and window sills on the existing building are deteriorated and unsightly and significantly detract from the buildings overall appearance. See attached photos. It is recommended that the applicant clarify weather and if so how this will be remedied as part of the proposed improvements.



Notes to the Applicant:

1. **Inspections** - The City of Novi requires Façade Inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. This should occur immediately after the materials are delivered. Materials must be approved before installation on the building. Please contact the Novi Building Department's Automated Inspection Hotline at (248) 347-0480 to request the Façade inspection.
2. Revisions after Approval – The Novi Planning Commission's approval under the Façade Ordinance is based upon the façade design, materials and colors indicated on the sample board, and drawing referenced herein. Revisions and modifications to any of these items after approval will require reapplication.

Sincerely,
DRN & Associates, Architects PC

Douglas R. Necci, AIA

FIRE REVIEW



CITY COUNCIL

Mayor
David B. Landry

Mayor Pro Tem
Bob Gatt

Terry K. Margolis

Andrew Mutch

Kathy Crawford

Dave Staudt

Brian Burke

City Manager
Clay J. Pearson

Assistant City Manager
Pam Antil

Fire Chief
Frank Smith

Deputy Fire Chief
Jeffrey Johnson

May 8, 2008

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

RE: Hotel Baronette / Marriott Renaissance Renovation, Sp09-08
27790 Novi Rd.
Addition and renovation, Preliminary Site Plan

Dear Ms. McBeth,

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

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Evans".

Michael W. Evans
Fire Marshal

cc: file

APPLICANT RESPONSE LETTER

MEMO

DATE: May 14, 2009
TO: City of Novi Community Development Department
FROM: Scott R. Black, ASLA
RE: Hotel Baronette / Marriott Renaissance Renovation
Preliminary Site Plan Submittal response letter

Planning Review Comments to be addressed at Final Site Plan Submittal:

- 1.) Existing parking as well as existing barrier free parking spaces shall be delineated on the existing topographic survey.
- 2.) Existing barrier free signage shall be delineated on the existing topographic survey.
- 3.) An outdoor seating plan showing existing and proposed seating / patio furniture shall submitted.
- 4.) The final site plan submittal shall clarify the intent of lighting for the new addition.
- 5.) A letter from The Taubman Company approving the entry drive revisions is anticipated for the final site plan submittal.
- 6.) Due to existing grades and conditions sidewalks along the ring road and entrance drive it is not anticipated at this time.

Engineering Review Comments to be addressed at Final Site Plan Submittal:

- 1.) A note shall be added to the drawings indicating that all work shall conform to the current City of Novi standards and specifications.
- 2.) The drawings shall show and label the master planned right-of-way width for Novi Road.
- 3.) A traffic control sign table shall be provided as well as a note all traffic signage will comply with the current MMUTCD standards.
- 4.) A note indicating that compacted sand backfill shall be provided for all utilities shall be provided.
- 5.) City of Novi standard curb inlet details shall be provided and referenced.
- 6.) A schedule listing the casting type shall be provided.
- 7.) Existing fire hydrants shall be adjusted if required.
- 8.) All proposed asphalt paving shall be shown and labeled.
- 9.) All required cross sections shall be provided.
- 10.) The detail located on sheet L401 shall be re-labeled as required.
- 11.) All detectable warning surface products shall be specified as required.
- 12.) The proposed end islands shall conform to The City of Novi standards.
- 13.) An itemized cost estimate shall be provided.
- 14.) All additional pre construction comments shall be provided as required prior to construction.

Traffic
Engineering Review Comments to be addressed at Final Site Plan Submittal:

Review comments 1 – 9:

Grissim Metz Andriese along with our traffic consultant, (Tetra Tech) have contacted Birchler Arroyo Associates, Inc. regarding their review letter of the Shared Parking Analysis and the Traffic Impact Study for the proposed expansion.

During our discussions, the traffic consultant informed them of the correction that needs to be made to the Shared Parking Analysis letter regarding the current number of employees at the Hotel Baronette. The existing number of employees should have been 50 and the anticipated number of employees is 75, as indicated in the attached email from the hotel manager. This correction does not change any of the results, since the analysis was based on the proposed site

with 75 employees, and existing conditions were provided for information purposes only. This correction now provides consistency between the Shared Parking Analysis and the Traffic Impact Study, without changing the results of either document.

We also discussed with Birchler Arroyo Associates, Inc. their concerns with the Traffic Impact Study. The primary concern is regarding the operation and queuing of left-turning vehicles into the site at the proposed median opening. Discussing this concern with Birchler Arroyo Associates, Inc., an agreement was reached on a revised analysis (to be performed by the traffic consultant) based on the capacity of the banquet facility and factors utilized in the Shared Parking Analysis. When this revised operational and queuing analysis is complete, it will be provided for review.

Review comments 10 – 15:

Grissim Metz Andriese shall revise the drawings base on all comments.

Landscape Review Comments to be addressed at Final Site Plan Submittal:

- 1.) A detailed irrigation plan and cost estimate shall be provided.

PROPOSED SITE PLAN



**GRISSIM
METZ
ASSOCIATES
ANDRIESE**

Landscape Architecture
Civil Engineering
300 East Oak Street
Northville, MI 48167
Ph: 248.247.2010
Fax: 248.247.2025
Email: andriese@grissim.com

Hotel Recovery / Marriott Renaissance
Riverside

Site Computer Plan Rendering

Project No.	477229
Project Name	Hotel Recovery / Marriott Renaissance Riverside
Project Location	12111/12/13
Project Status	Final
Project Date	12/13/13
Project Scale	1" = 20'

1001-R

TWELVE GUANO HALL

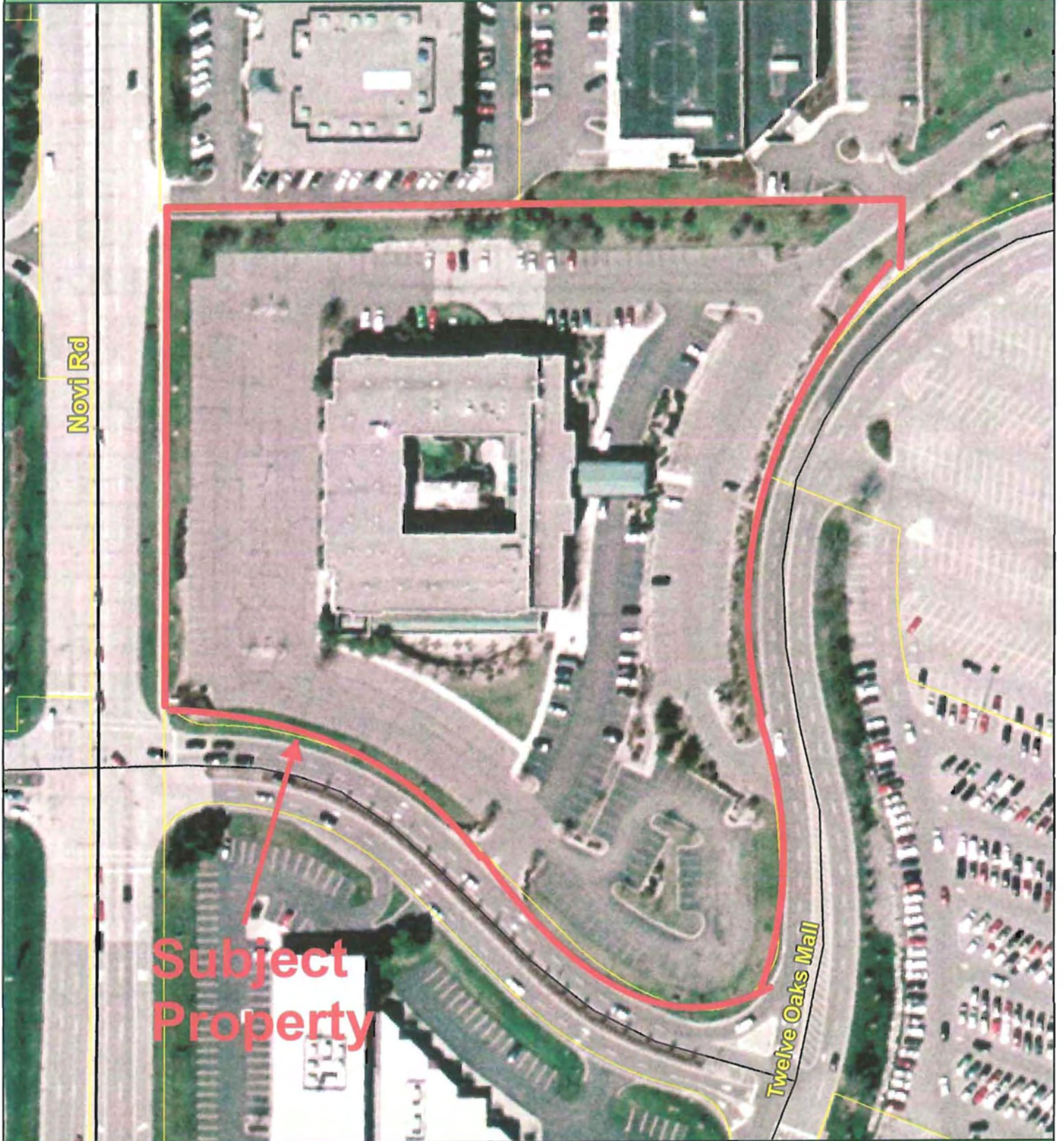


MAPS

**Location/Air Photo
Zoning
Future Land Use
Natural Features**



The Baronette a Renaissance Hotel by Marriott SP09-08 Location



**Subject
Property**

Twelve Oaks Mall

Novi Rd

CITY OF NOVI
DEPARTMENT OF COMMUNITY DEVELOPMENT
45175 W. TEN MILE ROAD
NOVI, MI 48375-3024
(248) 347-0415
MAP AUTHOR: Kristen Kapelanski, Planner




MAP INTERPRETATION NOTICE
Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

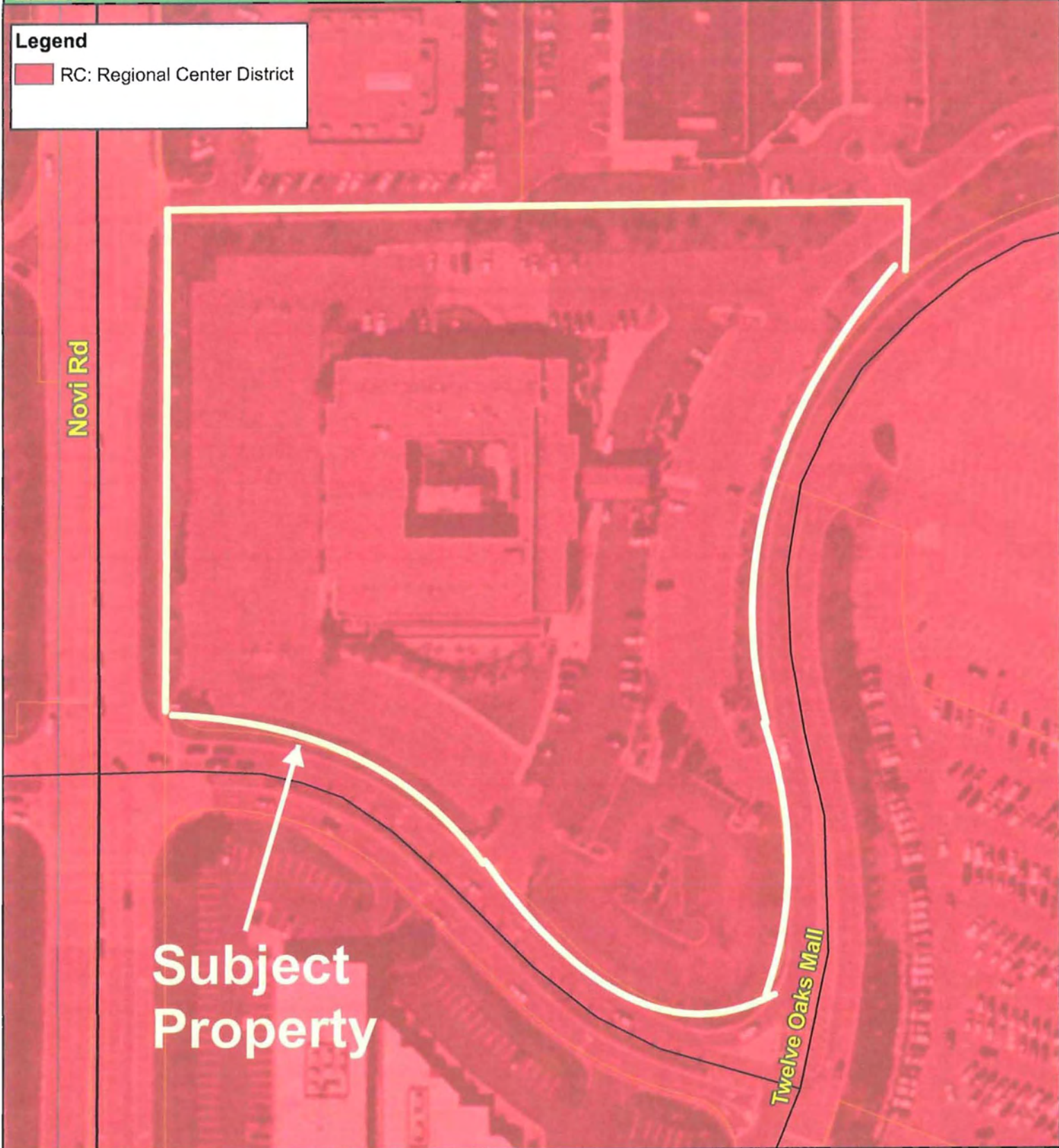
MAP PRINT DATE: 05/11/09



The Baronette a Renaissance Hotel by Marriott SP09-08 Zoning

Legend

 RC: Regional Center District



**Subject
Property**

Twelve Oaks Mall

CITY OF NOVI

DEPARTMENT OF COMMUNITY DEVELOPMENT

45175 W. TEN MILE ROAD
NOVI, MI 48375-3024
(248) 347-0415

MAP AUTHOR: Kristen Kapelanski, Planner



1 INCH = 108 FEET

MAP PRINT DATE: 05/11/09

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The Baronette a Renaissance Hotel by Marriott SP09-08

Future Land Use



Legend

Future Land Use

-  REGIONAL COMMERCIAL
-  PD2

Novi Rd

Subject Property

Twelve Oaks Mall

CITY OF NOVI
DEPARTMENT OF COMMUNITY DEVELOPMENT

45175 W. TEN MILE ROAD
NOVI, MI 48375-3024
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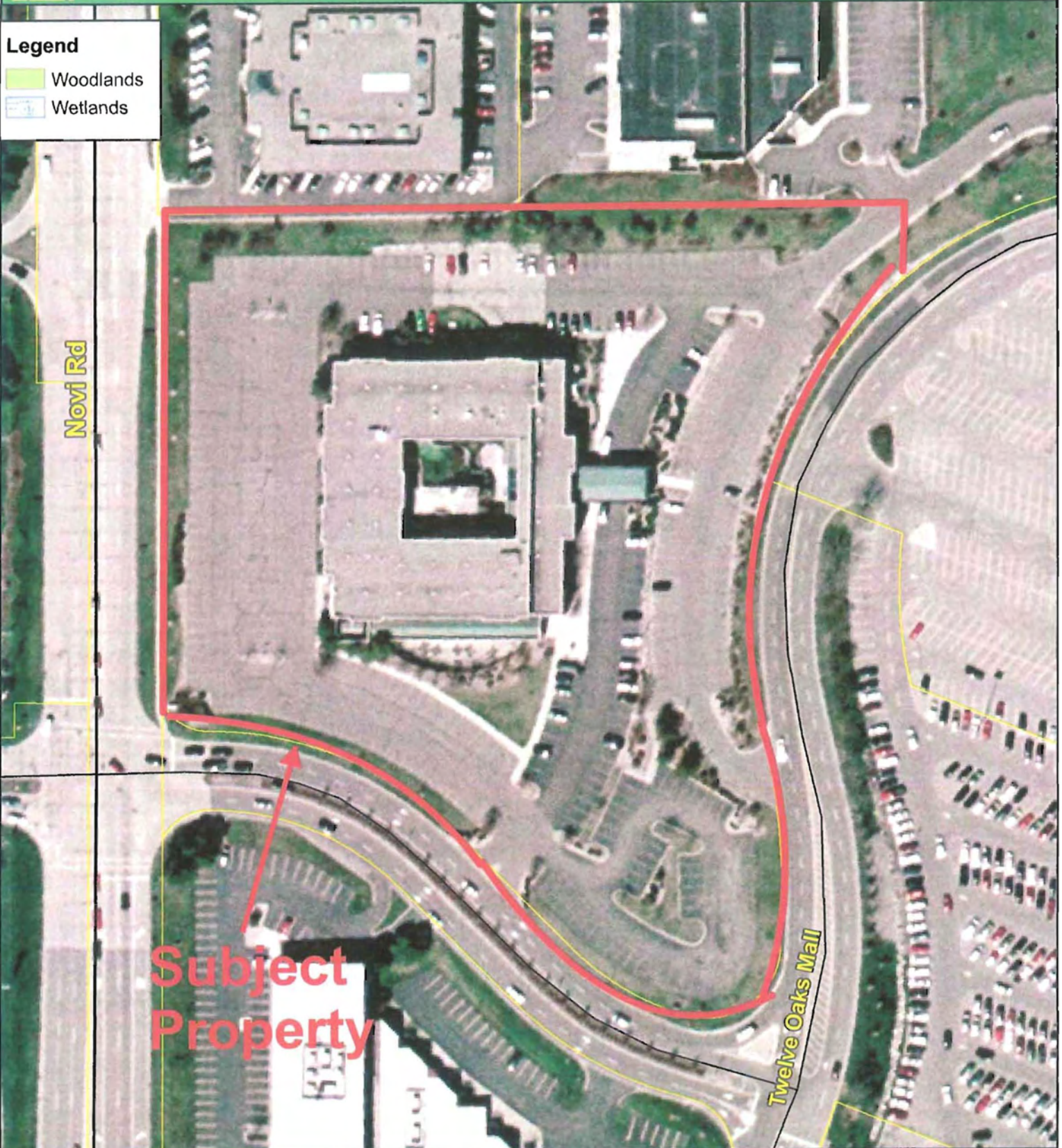


The Baronette a Renaissance Hotel by Marriott SP09-08

Natural Features

Legend

- Woodlands
- Wetlands



Subject Property

CITY OF NOVI

DEPARTMENT OF COMMUNITY DEVELOPMENT

45175 W. TEN MILE ROAD
NOVI, MI 48375-3024
(248) 347-0415

MAP AUTHOR: Kristen Kapelanski, Planner



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Plans available for viewing at the
Community Development Department.