



## NORTHVILLE COOPERATIVE PRESCHOOL SITE PLAN 09-17

### NORTHVILLE COOPERATIVE PRESCHOOL, SITE PLAN 09-17

Public Hearing of the request of Northville Cooperative Preschool for Site Plan and Special Land Use Permit approval. The subject property is located in Section 35, north of Eight Mile Road, west of Meadowbrook Road, in the R-1, One-Family Residential District. The applicant is proposing to use two classrooms for their preschool program located in the Meadowbrook Congregational Church at 21355 Meadowbrook Road.

### Required Action

Approve or Deny Special Land Use Permit and Preliminary Site Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval Recommended	07/14/09	- ZBA variance required for the omission of the outdoor play area. - Recommended waiver of the required Noise Impact Statement.

## **Approval- Special Land Use**

In the matter of the request of Northville Cooperative Preschool SP 09-17, motion to **approve** the Special Land Use permit, subject to the following:

- a. Planning Commission finding under Section 2516.2.c for the Special Land Use permit:  
Whether, relative to other feasible uses of the site,
  - The proposed use will not cause any detrimental impact on existing thoroughfares *(due to the fact that the use of an 1800 square foot portion of the existing building for a preschool with a maximum of 23 children at any one time would not generate a substantially different amount of traffic than other permitted uses on the site).*
  - The proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood *(due to the location of the tenant space in relation to the property line and the applicant has indicated that there will be minimal use of any outside space.)*
  - The proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
  - The proposed use will promote the use of land in a socially and economically desirable manner.
  - The proposed use is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located *(as noted in the staff and consultant's review letters);*
- b. Planning Commission Waiver of the required Noise Impact Statement;
- c. That the applicant receives the required variance for the lack of a fenced in outdoor play area from the Zoning Board of Appeals;
- d. and compliance with all conditions and requirements listed in the staff and consultant review letters;
- e. *(Insert specific considerations here)*

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

## **Denial- Special Land Use**

In the matter of the request of Northville Cooperative Preschool, SP 09-17, motion to **deny** the Special Land Use permit, for the following reasons...*(because it does not meet the following standards of the ordinance for approval of a Special Land Use permit...)*

### **Approval – Preliminary Site Plan**

In the matter of Northville Cooperative Preschool, SP 09-17, motion to **approve** the Preliminary Site Plan, subject to the following:

- a. The conditions and items listed in the staff and consultant review letters being addressed on the Stamping Set;
- b. and that the applicant receives the required variance for the lack of a fenced in outdoor play area from the Zoning Board of Appeals;
- c. *(additional conditions here if any)*

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

### **Denial - Preliminary Site Plan**

In the matter of Northville Cooperative Preschool, SP 09-17, motion to **deny** the Preliminary Site Plan, for the following reasons... *(because it is not in compliance with the following sections of the Zoning Ordinance....)*

## PLANNING REVIEW





cityofnovi.org

## PLAN REVIEW CENTER REPORT

July 14, 2009

### Planning Review

Northville Cooperative Preschool

SP #09-17

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#### **Petitioner**

Northville Cooperative Preschool

#### **Review Type**

Special Land Use Request and Preliminary Site Plan Approval

#### **Property Characteristics**

- Site Location: 21355 Meadowbrook Road, between Eight Mile Road and Nine Mile Road
- Site School District: Novi Community School District
- Site Zoning: R-1, One-Family Residential
- Adjoining Zoning: North, South and East: R-1 ; West: RM-1
- Site Use(s): Meadowbrook Congregational Church
- Adjoining Uses: North, South and East: Single-Family Residential; West: Multiple-Family Residential
- Site Size: 6.8 acres
- Size of Lease Space: Approx. 1,801 square feet
- Application Date: 07/02/09

#### **Project Summary**

The applicant is proposing to occupy an approximately 1,801 square foot space inside the existing Meadowbrook Congregational Church at 21355 Meadowbrook Road. The tenant would be using an existing classroom area for the proposed preschool. No exterior changes to the site are proposed and there is adequate parking on-site. The proposed business is Northville Cooperative Preschool. Daycare and preschool facilities are a Special Land Use in the R-1 District. The applicant is not proposing any exterior changes to the site or building.

#### **Recommendation**

Provided the applicant receives a waiver of the required Noise Impact Statement and the required variance from the Zoning Board of Appeals for the fenced in outdoor play area, approval of the ***Special Land Use Permit and Preliminary Site Plan is recommended.*** In its recommendation the Planning Commission will need to consider the standards for Special Land Use consideration, as described below as well as the request to waive the required Noise Impact Statement.

#### **Ordinance Requirements**

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 4 (R-1 – R-4, One-Family Residential), Article 24 (Schedule of Regulations), Article 25 (General Provisions), and any other applicable provisions of the Zoning Ordinance.

**Noise Impact Statement:** Section 402.4.b(8) of the Zoning Ordinance requires a preschool in the R-1 District to submit a Noise Impact Statement. The Planning Commission may waive any of these requirements if the applicant demonstrates a hardship or if the Special Land Use will clearly fall within the noise standards. In this case, the Community Development Department recommends that the applicant seek and the Planning Commission grant a waiver of the Noise Impact Statement requirement. The proposed use will not add any noise-generating rooftop equipment to the existing building and no other measurable noise is expected as a result of this Special Land Use Permit. The proposed preschool is a substantial distance from the existing residences and minimal outdoor activities are anticipated. **The applicant has indicated in a letter dated July 1, 2009 that they are requesting a waiver of the Noise Impact Statement.**

### **Daycare Center/Preschool Requirements**

Section 402.4.b lists specific requirements that all daycare centers or preschools not exceeding 50 children must meet. These are as follows.

1. An outside recreation area shall be provided at a ratio of 150 sq. ft. for each child, but not less than 2,800 sq. ft. This area must be fenced in. *The applicant has elected not to provide an outdoor play area as minimal outside activities are anticipated. The applicant will seek a variance from the Zoning Board of Appeals.*
2. The minimum size of the subject property must be one acre. *The subject property is approximately 6.8 acres.*
3. The hours of operation shall be between 6AM and 7PM. *The applicant has indicated the hours of operation will fall between the permitted hours.*
4. The parcel shall abut a major thoroughfare and driveways shall be designed so that vehicles can exit the site without having to back into traffic. *The site is located on Meadowbrook Road and designed so that vehicles can turn around prior to exiting.*
5. The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection. *The applicant will work with the City Clerk to obtain the proper business license(s) and inspection(s).*
6. Any refuse bins shall be located as far away as is practical from properties zoned for residential use. *The site is existing and the applicant is proposing no exterior changes. Presently, there is a substantial buffer between the existing facilities and adjacent residential.*
7. The exterior building façades shall comply with Section 2520. *The applicant is not proposing any façade changes.*
8. A noise impact statement is required. *The applicant has requested a waiver of the noise impact statement. See above comments.*

### **Special Land Use Considerations**

In the R-1 District, a daycare or preschool falls under the Special Land Use requirements (Section 402.4.b). The submission of a Noise Impact Statement is required for a proposed preschool in the R-1 District. Please see the preceding paragraphs for additional information.

Section 2516.2.c of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of the Special Land Use Permit request:

- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress,

acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.

- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
- Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- Whether, relative to other feasible uses of the site, the proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

**Response Letter**

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

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

**APPLICANT RESPONSE LETTER**



# NORTHVILLE CO-OP PRESCHOOL



Northville Cooperative Preschool  
P.O. Box 1  
Northville, MI 48167

July 22, 2009

City of Novi  
Community Development Department  
45175 W. Ten Mile Rd.  
Novi, MI 48375

RE- Special Land Use Request, SP09-17

I received the planning review letter on July 15. I believe the summary and comments in the review accurately depict the Northville Cooperative Preschool's intended use of the space at the Meadowbrook Congregational Church. Thank you for your recommendation to approve the usage. I look forward to presenting our case at the Planning Commission meeting on July 29.

Sincerely yours,

Michael Mikulan  
NCP President 2009-2010

(734) 254-9129  
michael\_mikulan@att.net

**APPLICANT'S LETTER DESCRIBING  
THE PROPOSED USE**

# NORTHVILLE CO-OP PRESCHOOL



Northville Cooperative Preschool  
P.O. Box 1  
Northville, MI 48167

July 1, 2009

City of Novi  
Community Development Department  
45175 W. Ten Mile Rd.  
Novi, MI 48375

RE- Special Land Use Request for 21355 Meadowbrook Rd

On behalf of the Board of Directors and the teachers of Northville Cooperative Preschool I am pleased to submit our request for a permit to use two classrooms at the Meadowbrook Congregational Church for our preschool program starting with the 2009-2010 school year.

Northville Cooperative Preschool is a non-profit organization that has been in existence since 1951. We are licensed by the State of Michigan and administered by a parent board and accredited teachers. We offer classes to children ages 21 months through 5 years. We currently have 31 children enrolled for the 2009-2010 school year. We expect to have approximately 45 children enrolled prior to the start of school, and we are one of the largest cooperative preschools in the state of Michigan. Northville Cooperative Preschool does not discriminate on the basis of race, sex, creed, or national origin. NCP does not discriminate against non-immunized children. All of our families actively participate in the education of their children and volunteer their time and effort both in the classrooms and around the school. NCP currently employs two teachers:

Mrs. Janine Bauchat is our program director and teaches 2-year olds and 3-year olds as well as our science enrichment classes for 3-year olds. She has been with NCP for 12 years.

Mrs. Connie Rzemien teaches 3-year olds and 4-year olds as well as the enrichment class for the 4-year olds. She is entering her third year with NCP.

I have enclosed the Application for Site Plan and Land Use Approval, Special Land Use Description, and a request for waiver of the Noise Analysis requirement. If you have any questions regarding our intended use of the classrooms at Meadowbrook Congregational Church please email me: michael\_mikulan@att.net or call me: 734-254-9129. Thank you.

Sincerely yours,

A handwritten signature in cursive script that reads "Michael A. Mikulan". The ink is a reddish-brown color.

Michael Mikulan  
NCP President 2009-2010

# NORTHVILLE CO-OP PRESCHOOL



July 1, 2009

Re- Special Land Use Description for 21355 Meadowbrook Rd.

The Northville Cooperative Preschool strives to provide a positive learning experience for both the children and parents involved with the school. Along with an accredited teacher, there are two or three parent helpers in each classroom every day. The parents learn from the teachers and each other how to help the children use their words to settle arguments, take turns, share toys, use their imaginations, and much more. Many of the families continue getting together for playdates throughout the summer or even after graduation because they value the friendships they have made during their time at NCP.

Our teaching philosophy is "learn through play". The teachers incorporate their lessons into fun activities for the children. Some of the activities that our kids enjoy include: playing with home-made playdough, painting, coloring, cutting and pasting, playing at the sand table, building with wooden or cardboard blocks, playing dress-up, building railroad tracks, and much more. Each activity has a purpose, such as building the fine motor skills required to write by cutting up paper, but the kids just think they are having fun.

We offer classes for children ages 21 months, that will turn 2 before Dec. 1, through 5-years old. Below is Mrs. Connie's daily schedule:

<u>Time</u>	<u>Activity</u>	<u>Happenings</u>
9:00-9:10	Set-Up	* All activity areas set up
9:10-9:20	Greetings	* Greet children and put name tags on children
9:20-9:30	Circle Time	*Everyone meets on carpet
9:30-10:30	Activity/Center Time	*Helpers work in assigned areas *Children explore centers *Encourage each child to participate
10:30-10:40	Clean-Up	*Everyone helps put toys away
10:40-10:50	Circle Time	*Activity on carpet area
10:50-10:55	Bathroom	* Wash hands
		* Set-up snack
10:55-11:05	Snack Time	* Eat at tables
11:05-11:30	Circle Time	*Stories, songs, games, or large motor activity
11:30	Wrap-up	* Nametags off, parents arrive
11:30-11:50	Clean-up	* Helpers clean-up

(Continued on next page)



# NORTHVILLE CO-OP PRESCHOOL



## Special Land Use Description- Continued

Although our 2's, 3's and 4's classes all share a similar structure, the activities and goals for each class are tailored to meet the needs of each age group.

- In the 2's we focus on sharing, taking turns, potty training, using words to tell others what we think and feel, and other socialization skills.
- In the 3's we focus on thinking a little deeper. Instead of just making a drawing of a bug, the teacher will get the kids to tell a story about what kind of bug it is and what it is doing in the drawing.
- In the 4's it is all about getting ready for kindergarten. We get the kids to write their names, learn all the letter sounds, recognize some simple words, work on their pre-reading skills, count and do some simple math.

With a maximum child to parent ratio of 5:1, each child gets individual attention every day in class, so they can each work at their own pace. With a small class size, the teachers are able to focus on each child. They also are a great resource for our parents. In addition to the once per year parent-teacher conferences, the teachers will give updates to the parents during drop-off or pick up to let them know how their child is doing in class and if there is anything the child particularly enjoys at school, or areas that need to be worked on at home.

In addition to our daily classes, the school hosts:

- Welcome coffee during the fall to introduce the incoming parents to the program
- Holiday Party in December
- Ice Cream Social in the spring
- Open House in winter
- Two General Membership Meetings

These events would take place in Meadowbrook Congregational Church's fellowship hall and would take place in the evening so as not to interfere with our daily classes or the church's schedule. If you have any further questions about Northville Cooperative Preschools use of the space at 21355 Meadowbrook, please contact me. Thank you.

Sincerely yours,

*Michael d. Mikulan*

Michael Mikulan  
NCP President 2009-2010



**APPLICANT'S REQUEST FOR A WAIVER  
OF THE REQUIRED NOISE IMPACT STATEMENT**

# NORTHVILLE CO-OP PRESCHOOL



July 1, 2009

Re- Request for waiver of the noise analysis requirement

I, Michael Mikulan, President of the Northville Cooperative Preschool, am requesting a waiver of the noise analysis requirement for the special land use application for 21355 Meadowbrook Rd. a.k.a. Meadowbrook Congregational Church.

Northville Cooperative Preschool runs a partial-day preschool program, not an all-day day care. Because of this short day, we are not required to provide daily outdoor activities for the children enrolled in our school. Our daily activities will take place almost exclusively inside the classrooms.

Although we anticipate a total enrollment of approximately 45 children, these children are spread out among two classrooms on different days of the week. The maximum number of children we expect in the school at one time is 23, eight 2-year olds and fifteen 3-year olds. When the teachers do take the children outside, it is one class at a time, for a maximum of 20 minutes. The children will be supervised by the teacher and two parent helpers while outside.

In addition, the Meadowbrook Congregational Church is surrounded by landscaping berms with trees for screening. These visual barriers between the Church and its neighbors will also provide a natural sound barrier.

Given our minimal outdoor usage and the existence of the visual and auditory barriers surrounding the property, I am asking for a waiver of the noise analysis requirement. If you have any questions regarding our intended use of the classrooms at Meadowbrook Congregational Church please email me: [michael\\_mikulan@att.net](mailto:michael_mikulan@att.net) or call me: 734-254-9129. Thank you.

Sincerely yours,

*Michael A. Mikulan*

Michael Mikulan  
NCP President 2009-2010

**PREVIOUSLY APPROVED SITE PLAN**





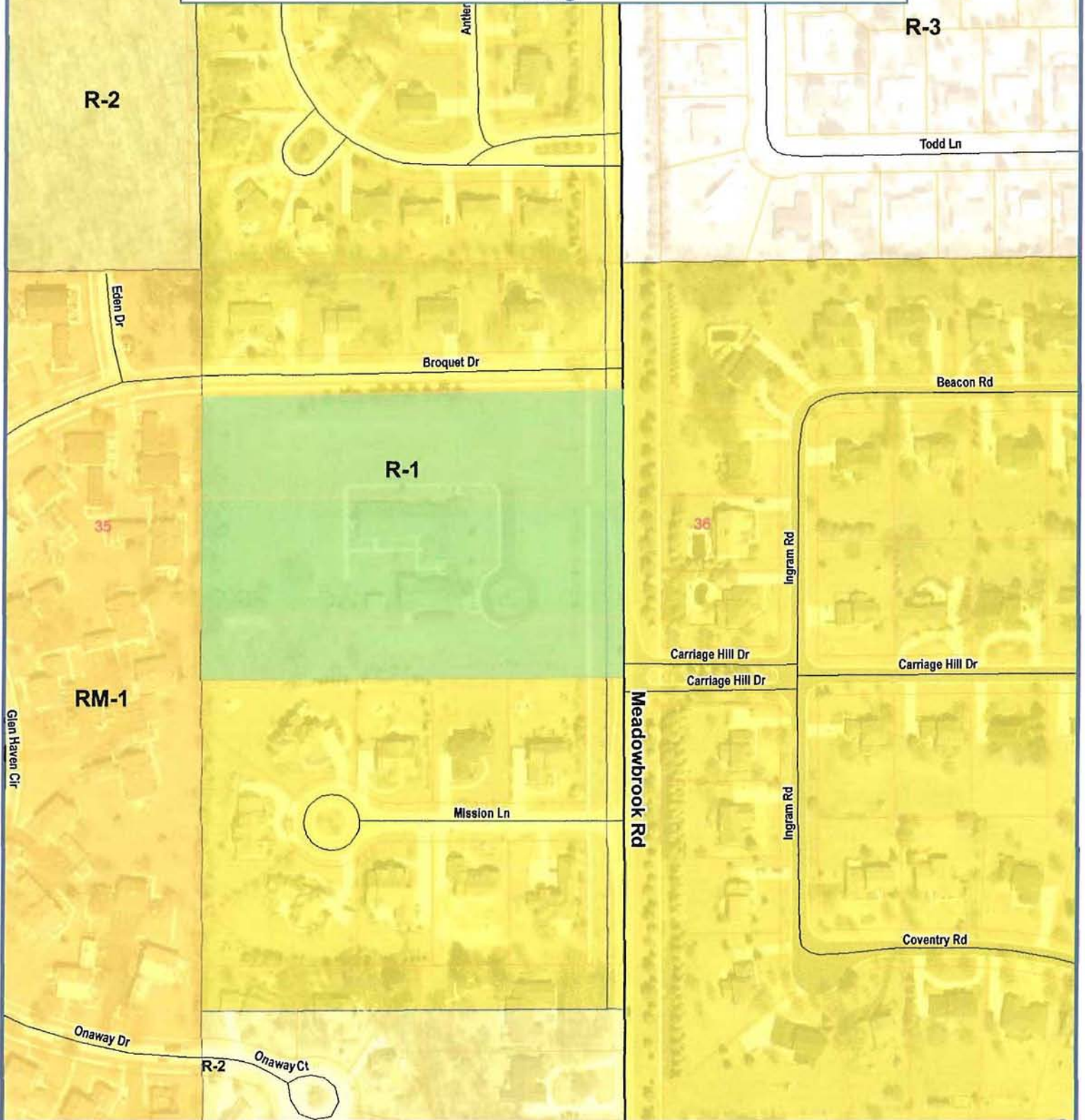
**MAPS**

**Location/Air Photo  
Zoning**



# Northville Cooperative Preschool SP 09-17

## Zoning



Map Author: Kristen Kapelanski  
 Date: July 20, 2009  
 Project: Northville Cooperative Preschool SP09-17  
 Version #: 1.0

### 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 Legend

-  Subject Property
-  R-1: One-Family Residential District
-  R-2: One-Family Residential District
-  R-3: One-Family Residential District
-  RM-1: Low-Density Multiple Family



**City of Novi**  
 Department Division  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
 cityofnovi.org



1 inch = 214 feet



# Northville Cooperative Preschool SP 09-17

## Location



Map Author: Kristen Kapelanski  
 Date: July 20, 2009  
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 Version #: 1.0

### Map Legend

— Subject Property

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**City of Novi**  
 Department Division  
 Department Name  
 45175 W Ten Mile Rd  
 Novi, MI 48375  
 cityofnovi.org

0 50 100 200 300 400  
 Feet



1 inch = 267 feet