



Tognum America Headquarters SP 11-22

TOGNUM AMERICAN HEADQUARTERS SP 11-22

Consideration of the request of Northern Equities Group for Preliminary Site Plan and Stormwater Management Plan approval. The subject property is located at 39525 Mackenzie Drive, at the southwest corner of Mackenzie Drive and Haggerty Road, north of Thirteen Mile Road, in Section 1 of the City. The property totals 7.02 acres and the applicant is proposing a 68,475 square foot building with associated parking and landscaping.

REQUIRED ACTION

Approval or denial of Preliminary Site Plan and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval of Preliminary Site Plan recommended	06/01/11	<ul style="list-style-type: none"> Outstanding traffic and fire issues. Revised Final Site Plan needed to address photometric and other miscellaneous issues.
Engineering	Approval of Preliminary Site Plan recommended	06/01/11	<ul style="list-style-type: none"> Revised Final Site Plan needed to address utility, stormwater and paving and grading issues. Applicant has worked with Engineering Division to come to a resolution for outstanding issues to be included on the revised Final Site Plan.
Traffic	Approval not recommended	05/26/11	<ul style="list-style-type: none"> Concerns with circulation and layout of rear portion of parking lot. Applicant has worked with the City's traffic consultant to come to a resolution for outstanding issues to be included on the revised Final Site Plan.
Landscaping	Approval recommended	06/01/11	Items to be addressed on the Stamping Set submittal.
Facade	Approval recommended	06/01/11	Material samples required prior to Planning Commission meeting. (Samples have been submitted.)
Fire	Approval of Preliminary Site Plan recommended	05/31/11	Items to be addressed on the revised Final Site plan submittal.

Motion sheet

Approval – Preliminary Site Plan

In the matter of the request of Northern Equities Group for Tognum America Headquarters SP 11-22, motion to **approve** the Preliminary Site Plan, subject to the following:

- a. Applicant incorporating the proposed resolutions for the traffic, fire and engineering issues as noted in the applicant's response letter in the revised Final Site Plan submittal;
- b. Applicant receiving the required ZBA variance for the lack of an end island in the rear portion of the parking lot as noted in the traffic review letter –OR- providing said island on Final Site Plan; and
- c. Compliance with all the conditions and requirements listed in the staff and consultant review letters;
- d. *(additional conditions here if any)*

(because the plan is otherwise in compliance with Article 23A, Article 24 and Article 25 and all other applicable provisions of the Zoning Ordinance.)

Approval – Storm Water Management Plan

In the matter of the request of Northern Equities Group for Tognum America Headquarters, SP 11-22, motion to **approve** the Storm Water Management Plan, subject to:

- a. Applicant incorporating the proposed resolutions for the engineering issues as noted in the applicant's response letter in the revised Final Site Plan submittal; and
- b. Compliance with all the conditions and requirements listed in the staff and consultant review letters;
- c. *(additional conditions here if any)*

(because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

Denial – Preliminary Site Plan

In the matter of the request of Northern Equities Group for Tognum America Headquarters SP 11-22, motion to **deny** the Preliminary Site Plan ...because the plan is not in compliance with Article 23A, Article 24 and/or Article 25 of the Zoning Ordinance.

Denial – Storm Water Management Plan

In the matter of Northern Equities Group for Tognum America Headquarters, SP 11-22, motion to **deny** the Storm Water Management Plan ...because the plan is not in compliance with Chapter 11 of the Code of Ordinances.

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

June 1, 2011

Planning Review

Tognum America Headquarters

SP #11-22

Petitioner

Northern Equities Group

Review Type

Preliminary / Final Site Plan

Property Characteristics

- Site Location: 39525 Mackenzie Drive, Southwest corner of Mackenzie Drive and Haggerty Road, north of 13 Mile Road
- Site School District: Walled Lake Consolidated Schools
- Site Zoning: OST, Planned Office Service Technology
- Adjoining Zoning: North, West and South: OST; East: RP2 (Planned Residential District) (City of Farmington Hills)
- Site Use(s): Vacant land in the Haggerty Corridor Corporate Park
- Adjoining Uses: North, West and South: Vacant land; East: Existing Single Family Residential (City of Farmington Hills)
- Site Size: 7.02 acres
- Proposed Building Size: 68,475 square feet
- Plan Date: Site Plan 05/09/11

Project Summary

The applicant is proposing to construct a 68,475 square foot one-story office building at the southwest corner of Mackenzie Drive and Haggerty Road, north of 13 Mile Road which will serve as the Tognum America Headquarters. An approximately 50,000 square foot speculative general office building was previously approved for the majority of this site. That approval was recently renewed and will expire in mid-2011.

Recommendation

Approval of the *Preliminary Site Plan only is recommended*. There are several outstanding issues noted in all review letters that should be addressed. The applicant can proceed to the Planning Commission but should submit plans for revised Final Site Plan review prior to Stamping Set submittal.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 23A (OST, Planned Office Service Technology 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. Applicable sections of the Zoning Ordinance and other regulatory documents are highlighted in gray on the attached chart.

1. Photometric Plan: The photometric plan does not match the site layout shown on the site plan. **The applicant should revise the photometric plan to match the proposed site layout and include manufacturer's specifications and hours of operation for all light fixtures.**
2. Unidentified Area: The use of the square-grid area in the rear of the building has not been identified and it is unclear what this will be used for. **The applicant should provide further detail for this area.**

3. Dead-End Parking Area: The dead-end parking area on the south side of the building is not recommended. Access aisles or space to back-out will be required as part of the revised Final Site Plan approval. A waiver for the raised end islands will be required if the plans are not modified. Modification of the plan to resolve these issues is recommended.
4. Outstanding Traffic, Engineering and Fire Issues: The traffic and engineering review letters note several outstanding issues that will need to be resolved before plans can be approved. The applicant should submit a revised sketch via email addressing the major issues in the traffic review letter prior to the Planning Commission meeting. Remaining outstanding concerns will need to be resolved with a revised Final Site Plan submittal prior to Stamping Set submittal.
5. Sheet Size: All plans sheets should be 24" x 36". Future submittals with large size sheets will not be accepted.
6. At this time, no property combination or split has been submitted and the Community Development Department has not received a request for condominium approval that would affect the subject property. If a site condominium is proposed at this time, the applicant shall indicate this prior to proceeding to the Planning Commission. The applicant must create this parcel prior to Stamping Set approval. Plans will not be stamped until the parcel is created. All legal documents should be submitted for review prior to recordation.

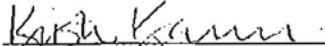
Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this, and in the other review letters, is requested to be submitted prior to the Planning Commission meeting and with the next set of plans highlighting the changes made to the plans.

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. If you have questions regarding the Pre-Con 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
Lighting Review Chart

Planning Review Summary Chart
 Tognum America Headquarters
 Preliminary / Final Site Plan
 Plan Dated: 05/09/11

Item	Required	Proposed	Meets Requirements?	Comments
Master Plan	Office	Office	Yes	
Zoning	OST	OST	Yes	
Use	Various office and accessory uses	Office building	Yes	
Building Height (Sec. 2400)	Maximum 46 feet	Maximum approximately 24 feet (including rooftop screening)	Yes	
Building Setbacks (Section 2400)				
Front (north)	50 feet	79 feet	Yes	
Exterior Side (east)	50 feet	91 feet	Yes	
Interior Side (west)	50 feet	90 feet	Yes	
Rear (south)	50 feet	50 feet	Yes	
Parking Setbacks (Section 2400)				
Front (north)	20 feet	22 feet	Yes	
Exterior Side (east)	20 feet	22 feet	Yes	
Interior Side (west)	20 feet	22 feet	Yes	
Rear (south)	10 feet	22 feet	Yes	
Number of Parking Spaces (Sec. 2505)	1/222 sq. ft. GLA = 308 spaces required	340 spaces?	Yes	<p>This building is not approved for medical office use.</p> <p>Applicant should verify listed parking count of 346 spaces.</p>
Parking Space Dimensions (Sec. 2506)	<p>9' x 19' parking space dimensions and 24' wide drives.</p> <p>9' x 17' parking space dimensions and 24' wide drives where 4" curbs are indicated.</p>	<p>9' x 19' parking space dimensions with 24' wide drive.</p> <p>9' x 17' with 24' wide drives.</p>	Yes	Applicant should indicate 4" curb wherever 17' spaces are shown.
Barrier Free Spaces (Barrier Free Code)	8 accessible spaces; 2 spaces must be van accessible	14 barrier free spaces proposed (4 van accessible)	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
Barrier Free Space Dimensions (Barrier Free Code)	8' wide with a 5' wide access aisle (8' wide access aisle for van accessible)	8' wide with a 5' wide access aisle (8' wide access aisle for van accessible)	Yes	
Barrier Free Signs (Barrier Free Design Graphics Manual)	One barrier free sign is required per space.	One barrier free sign shown per space	Yes	
Loading Spaces (Sec. 2507)	5 square feet per front foot of building up to 360 sq. ft. All loading shall be in the rear yard or interior side yard if double fronted lot.	Approx. 500 sq. ft. provided in the rear yard.	Yes	
Loading Space Screening (Sec. 2302A.1)	In the OST District, view of loading and waiting areas must be shielded from rights of way and adjacent properties.	Loading area screened by u-shaped building.	Yes	
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.	Dumpster located in the rear yard and setback appropriately.	Yes	
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	Dumpsters screened appropriately.	Yes	

Item	Required	Proposed	Meets Requirements?	Comments
	at least one foot taller than height of refuse bin.			
Exterior Signs	Exterior Signage is not regulated by the Planning Division or Planning Commission.			<u>Please contact Jeannie Niland (248.347.0438).</u>
Exterior Lighting (Sec. 251.1)	Photometric plan and exterior lighting details needed at final site plan.	The manufacturer's specifications for the proposed lighting fixtures have been included. A photometric plan has been included.	See attached lighting review chart.	
Sidewalks (City Code Sec. 11-276(b))	A 5' wide sidewalk shall be provided along Haggerty Road as required by the City's Pedestrian and Bicycle Master Plan. Building exits must be connected to sidewalk system or parking lot.	A 5' sidewalk is proposed along Haggerty Road and Mackenzie Drive and along three sides of the building.	Yes	

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

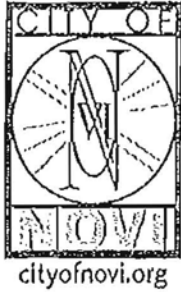
Lighting Review Summary Chart
 Tognum America Headquarters
 Preliminary and Final Site Plan
 Plan Date: 05-06-11

Bolded items must be addressed at the time of Stamping Set Submittal

Item	Required	Meets Requirements?	Comments
Intent (Section 251.1.1)	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 251.1.2.a.1)	Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures	No	The photometric plan site layout does not match the layout shown on the site plan. The applicant should make the appropriate changes to the photometric plan.
Lighting Plan (Section 251.1.2.a.2)	Specifications for all proposed and existing lighting fixtures including: <ul style="list-style-type: none"> • Photometric data • Fixture height • Mounting & design • Glare control devices • Type and color rendition of lamps • Hours of operation • Photometric plan 	No	Applicant should include manufacturer's specifications for all lighting fixtures and hours of operation.
Required conditions (Section 251.1.3.a)	Height not to exceed maximum height of zoning district or 25 feet where adjacent to residential districts or uses.	Yes	
Required Notes (Section 251.1.3.b)	<ul style="list-style-type: none"> • Electrical service to light fixtures shall be placed underground • No flashing light shall be permitted • Only necessary lighting for security 	Yes	

Item	Required	Meets Requirements?	Comments
	purposes and limited operations shall be permitted after a site's hours of operation.		
Required conditions (Section 251.1.3.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 251.1.3.f)	Use of true color rendering lamps such as metal halide is preferred over high and low pressure sodium lamps.	Yes	
Minimum Illumination (Section 251.1.3.k)	<ul style="list-style-type: none"> • Parking areas 0.2 min • Loading and unloading areas 0.4 min • Walkways 0.2 min • Building entrances, frequent use 1.0 min • Building entrances, infrequent use 0.2 min 	Yes	
Maximum Illumination adjacent to Non-Residential (Section 251.1.3.k)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	Yes	
Cut off Angles (Section 251.1.3.1(2))	All cut off angles of fixtures must be 90 degrees when adjacent to residential districts	Yes	

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

June 1, 2011

Engineering Review

Tognum America Headquarters
SP11-22 (&11-22A)

Petitioner

Northern Equities Group

Review Type

Preliminary/Final Site Plan

Property Characteristics

- Site Location: Southwest corner of Haggerly and Mackenzie, in HCCP Ph II
- Site Size: 7.02 acres
- Plan Date: May 10, 2011

Project Summary

- Construction of a 66,475 square-foot building and associated parking. Site access would be provided by two entrances on Mackenzie Drive. The western entrance would be located on the property line allowing it to be accessed by the parcel to the west once developed.
- Water service would be provided by a connection to an 8-inch main which was constructed as part of the HCCP Phase II development. The building would be served by a 2-inch domestic lead and an 8-inch fire lead, with no additional hydrants.
- Sanitary sewer service would be provided by a 6-inch lead connection to an 8-inch main, extending south from Mackenzie Drive.
- Storm water would be collected and routed to Basin 'D', which was constructed as part of the HCCP Phase II development. The HCCP Phase II storm water management system is designed for the 100-year storm, and the basin contains a permanent pool to allow for sediment accumulation.

Recommendation

Approval of the Preliminary Site Plan and Storm Water Management Plan is recommended.

Approval of the Revised Final Site Plan is NOT recommended until the following items are addressed.

Comments:

The Final Site Plan does not meet the general requirements of Chapter 11 of the Code of Ordinances, the Storm Water Management Ordinance and/or the Engineering Design Manual. The following must be addressed prior to resubmittal:

General

1. Provide the City's standard detail sheets for water main (2 sheets-6/15/98), sanitary sewer (Sheet 1-6/15/98 and Sheet 2-4/24/06), storm sewer (1 Sheet-6/15/98) and paving (1 Sheet-12/15/00) at the time of the Stamping Set submittal.
2. Show and label the master planned right-of-way width for Mackenzle Drive and Haggerly Road.
3. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in the utility easement will require a License Agreement.
4. Provide the locations of public utility easements on the utility plan sheet.

Water Main

5. The letter from the Fire Marshal requires the installation of additional water main beyond what is included on this plan. The additional water main will require review by Engineering and permitting by DEQ. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

6. Provide an updated sanitary sewer basis of design for the proposed development and future service area on the utility plan sheet.
7. Revise the sheet index to reference the sanitary sewer profile on Sheet CE-4.
8. The sanitary profile labels the pipe material as concrete rather than PVC Truss.
9. Scale is off on copied set of plans.
10. Provide a testing bulkhead immediately upstream of the sanitary connection point.
11. Five (5) sealed sets of revised utility plans along with the MDEQ permit application (11/07 rev.) for sanitary sewer construction and the Streamlined Sanitary Sewer Permit Certification Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets. Also, the MDEQ can be contacted for an expedited review by their office.

Storm Sewer

12. On the utility and utility profiles plan sheets, provide the diameter of the manholes and catch basins.
13. It is difficult to determine on the plan if existing MHI 10D and CB D6 have plunge pools as required.
14. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.

Storm Water Management Plan

15. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
16. On the storm water management plan sheet, the volume required per acre value is not correct using the C factor provided. Revise the design calculations accordingly.
17. The area over the detention pond shall have a C factor of 1. Revise the storm water management calculations accordingly.
18. The total volume of Basin D does not match the value on the record drawing for HCCP 2 (dated 11/21/2008), of 216,243 cubic feet.
19. As submitted, the storm water management plan shows that the estimated future development will exceed the capacity of basin D. Note that changes may be needed to the storm water management plan to ensure that the future development does not exceed the capacity of the basin.

Paving & Grading

20. Retaining walls must remain outside of the public utility easements. If necessary, revise plans accordingly to meet this requirement.
21. Provide a minimum of 6 spot elevations where the sidewalk crosses each driveway (one at each corner and two in the center of the driveway on each side of the sidewalk). Spot elevations shall also be provided to demonstrate a level landing adjacent to each side of the pathway crossing.
22. No more than 1/4" vertical obstacle shall be allowed at each transition between the sidewalk and the drive approach. Removing the curb and gutter pan that intersects the sidewalk at the driveways will ensure this. Revise the plans accordingly.
23. The maximum drive approach grade shall not exceed 2% for the first 25 feet from the edge of pavement. Provide additional grades and if necessary, adjust spot grades accordingly to meet the standard.
24. The note, "prop. 6-inch Conc. Curb and Gutter" on the west side of the parking lot on the dimensional and grading plan sheets does not match the T/C and T/G spot grades (4-inch curb) (or the 17' stall depth requiring a 4-inch curb). Revise accordingly.
25. The end islands shall conform to the City standard Island design (2' minor radius, 15' major radius, 8' wide and 3' shorter than adjacent 19' stall). Provide all the necessary revisions accordingly.

The following must be submitted with the Revised Final Site Plan:

26. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.
27. An updated itemized construction cost estimate must be submitted to the Community Development Department 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 estimate must be itemized for each utility (water, sanitary, storm sewer), on-site paving (square footage), 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 submitted with the Stamping Set:

(Please note that all documents must be submitted together as a package with the Stamping Set submittal. Partial submittals will not be accepted).

28. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds. This document is available on our website.
29. A draft copy of the Ingress/Egress easement for shared use of the drive entry off of MacKenzie Drive must be submitted to the Community Development Center.
30. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department. This document is available on our website.
31. A draft copy of the 20-foot wide easement for the sanitary sewer and monitoring manhole to be constructed on the site must be submitted to the Community Development Department. This document is available on our website.
32. A 20-foot wide easement where storm sewer or surface drainage crosses lot boundaries must be shown on the Exhibit B drawings of the Master Deed.
33. Executed copies of any required off-site utility easements (if any are required) must be submitted to the Community Development Department.

The following must be addressed prior to construction:

34. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
35. 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 (no application required). A grading permit fee in the amount of \$TBD must be paid to the City Treasurer's Office.
36. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any utilities on the site. Contact Ted Meadows at 248-844-5400 for more information.
37. Construction inspection fees in the amount of \$TBD must be paid to the City Treasurer's Office.
38. A storm water performance guarantee in the amount of \$TBD (equal to 150% of the cost required to complete the storm water management facilities) as specified in the Storm Water Management Ordinance must be posted at the Treasurer's Office.
39. Water and Sanitary Sewer Fees must be paid prior to the pre-construction meeting. Contact the Water & Sewer Department at 248-735-5642 to determine the amount of these fees.
40. A street sign financial guarantee in the amount of \$TBD (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office. Signs must be installed in accordance with MMUTCD standards.
41. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department, Building Division (248-347-0430) for forms and information. The financial guarantee and inspection fees will be determined during the SESC review.
42. A permit for work within the right-of-way must be obtained from the City of Novi. The application is available from the City Engineering Department or on the City website and may be filed once the Final Site Plan has been submitted. Please contact the Engineering Department at 248-347-0454 for further information. Only submit the cover sheet, standard details and plan sheets applicable to the permit.
43. A permit for water main construction must be obtained from the MDNRE. This permit application must be submitted through the City Engineer after the water main plans have been approved. Only submit the cover sheet, overall utility sheet, standard details and plan/profile sheets applicable to the permit.
44. A permit for sanitary sewer construction must be obtained from the MDNRE. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved. Only submit the cover sheet,

- overall utility sheet, standard details and plan/profile sheets applicable to the permit.
45. An NPDES permit must be obtained from the MDNRE because the site is over 5 acres in size. The MDNRE may require an approved SESC plan to be submitted with the Notice of Coverage.
 46. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Water Resource Commissioner.
 47. Permits for the construction of each retaining wall must be obtained from the Community Development Department (248-347-0415).

The following must be addressed prior to issuance of a Temporary Certificate of Occupancy approval for the development:

48. The amount of the incomplete site work performance guarantee for this development at this time is \$TBD (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.
49. All easements and agreements referenced above must be executed, notarized and approved by the City Attorney and City Engineer.
50. A Bill of Sale for the utilities conveying the improvements to the City of Novi must be submitted to the Community Development Department. This document is available on our website.
51. Spalding DeDecker will prepare the record drawings for this development. The record drawings will be prepared in accordance with Article XII, Design and Construction Standards, Chapter 11 of the Novi Code of Ordinances.
52. A letter of credit or cash in an amount of \$TBD (10% of the cost of storm water facilities for projects of less than \$100,000, or 5% for the cost of projects over \$100,000) must be posted for the storm water facilities. This deposit will be held for one year after the date of completion of construction and final inspection of the storm water facilities.
53. Submit to the Engineering Department, Waivers of Lien from any parties involved with the installation of each utility as well as a Sworn Statement listing those parties and stating that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
54. Submit a Maintenance Bond to the Engineering Department in the amount of \$TBD (equal to 25 percent of the cost of the construction of the utilities to be accepted). This bond must be for a period of two years from the date of formal acceptance by City Council. This document is available on our website.

55. Submit an up-to-date Title Policy (dated within 90 days of City Council consideration of acceptance) for the purpose of verifying that the parties signing the Easement and Bill of Sale documents have the legal authority to do so. Please be sure that all parties of interest shown on the title policy (including mortgage holders) either sign the easement documents themselves or a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.

Prior to preparing stamping sets, the Applicant is advised to provide any revised sheets directly to the Engineering Department for an Informal review and approval.

Please contact Nathan Bouvy at (248) 735-5684 with any questions.



cc: Ben Croy, Engineering
Brian Coburn, Engineering
Kristen Kapelanski, Community Development Department
Tina Glenn, Water & Sewer Dept.
Shella Weber, Treasurer's
T. Meadows, T. Reynolds; Spalding DeDecker

TRAFFIC REVIEW

May 26, 2011

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



**SUBJECT: Tognum America Headquarters, Preliminary Site Plan (SP#11-22),
& Final Site Plan (SP#11-22A), Traffic Review**

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 of either the preliminary or final site plan. A revised preliminary site plan (only) should be prepared in response to the **bolded** comments below.

Project Description

What is the applicant proposing?

1. The applicant, Northern Equities Group, proposes to construct a 68,475-s.f. headquarters office building for Tognum America on a 7.02-acre site. The building now proposed is considerably larger than the 48,866-s.f. building (on a 5.47-acre site) for which stamping sets were prepared in May 2008.
2. While the general shape of the building is similar, both traffic access and traffic circulation differ significantly from the previously approved concepts. Primary vehicular access is still proposed via two driveways on MacKenzie Drive west of Haggerty Road. The east drive would again be a boulevard-style driveway directly aligned with a similar driveway planned across the road. The west drive would now be an undivided drive, however, aligned with the *existing* side of a boulevard-style driveway planned across the road. "Future cross access" is now shown via dotted lines to the west property line – rather than as a driveway stub to be constructed with the site – in line with the north parking aisle.
3. In addition to pushing the west property line further west to accommodate the larger building, one parking module at the west end of the building has been deleted. Large trucks would now be able to turn directly from the west driveway into an aisle leading to the rear of the building, although this was not thought to be necessary on the previously approved site plan. The layout of parking, and the associated traffic circulation pattern, are also significantly different behind the building. Required end islands are missing even while some end aisles exceed necessary widths; there is a dead-end parking strip; the dumpsters have been relocated; and a larger loading zone is proposed in a different orientation. Truck circulation has not been illustrated, and our review shows it to be problematic in places.

Trip Generation

How much traffic would the proposed development generate?

4. The proposed building can be expected to generate about 561 one-way vehicle trips per day, with about 108 of those trips occurring within either commuting peak hour.

Vehicular Access Locations

Do the proposed driveway locations meet City spacing standards?

5. Yes. Given MacKenzie Drive's status as a non-residential collector, only the City's same-side spacing standard applies. The near-curb to near-curb distances of 236 ft between the east and west drives, and 396 ft between the east drive and Haggerty, are both well in excess of the 150-ft minimum spacing for a 35-mph speed limit.
6. At the east access point, the proposed boulevard-style driveway would be directly across from another boulevard-style driveway planned for the MacKenzie North development. As designed, this would result in both entering and exiting left turns "interlocking." This situation has not permitted anywhere else in Northern Equities' Novi developments (Haggerty Corridor Corporate Park, Beck North, and Beck West), for good reason: its adverse effects on traffic safety.
7. Birchler Arroyo Associates believes that it is generally more important to avoid left-turn interlock between entering vehicles than exiting vehicles, since the former occurs entirely on the public road, is more likely to be hurried due to through traffic approaching from the rear, and is more likely to involve other vehicles in the collisions occasionally occurring. **We strongly recommend that both proposed driveways be undivided and align with the entering – not exiting – side of the opposing divided drive. Alternatively, changes could be proposed to one or both drives for MacKenzie North.**
8. Cross access to the west would be more useful at the rear of the site than close to MacKenzie as now proposed; the rear location, for instance, would allow trash removal trucks to circulate between sites without having to return to MacKenzie Drive, travel along the street, and drive all the way back to the south side of the neighboring site. **A cross-access driveway stub should be provided to the west property line immediately north of the dumpsters, and the dashed lines labeled "Future Cross Access" removed. Deleting four parking spaces in the southwest corner should provide adequate space for a 24-ft-wide stub and an 11-ft-wide raised end island rounded with a 20-ft radius. The parking spaces lost here can be regained at the north end of this line of parking.**

Vehicular Access Improvements

Will there be any improvements to the abutting road(s) at the proposed driveway(s)?

9. No. Given the two proposed access drives and split of entering traffic from the east as well as west, it appears highly unlikely that the City's warrant for right-turn tapers at either driveway would be met. Relative to entering left turns, MacKenzie's 36-ft width is adequate to allow through traffic to bypass vehicles slowing or pausing to enter the site.

Driveway Design and Control

Are the driveways acceptably designed and signed?

10. See comments 7-8. Also, the proposed **STOP** signs should be shown and dimensioned as being 4 ft in advance of the sidewalk, and described in the **Traffic Control Sign Table** as being 24 inches x 24 inches in size.

Pedestrian Access

Are pedestrians safely and reasonably accommodated?

11. The sidewalk along MacKenzie Drive will be only 6 ft behind the curb. Continuing the sidewalk across the site access drives – as proposed – would result in an excessive driveway grade of $(100\% \times 0.5/6 =) 8.33\%$. So sharp of a grade change upon entering a site could result in a rear-end collision if a less-familiar driver has to slow more than expected. Moreover, the grade would be well in excess of the 2% maximum specified in the Design and Construction Standards Ordinance (Sec 11-216(d)(10)). **ADA-compliant pedestrian ramps with detectable surfaces should be proposed instead. In order to provide an acceptable landing size on the east side of the east drive, the north-south sidewalk stub to the parking lot will have to be shifted east.**

Parking and Circulation

Can vehicles safely and conveniently maneuver through the site?

12. The rear parking lot in the rear of the building (between the two end wings) has several design issues in need of attention. The first exists in the westerly parking area, where there is a proposed 30.5-ft-wide aisle at the east end of two lines of parking, without the required raised end island. Section 2506.13 of the Zoning Ordinance states that "end islands (landscaped with raised curb) shall be required at the end of all parking bays that abut traffic circulation aisles... For surface lots where internal traffic circulation is forecast to be low or where raised islands would not be appropriate, the Planning Commission may waive the requirement for raised islands and may allow for painted islands only." Note that even with such a waiver – which we would not support in this instance – an island of some sort is required, and none has been proposed (requiring a ZBA variance).
13. A raised end island can (and should) be provided in the preceding location without losing any parking spaces, since three components of the proposed design are wider than necessary: (a) The west end aisle scales 26 ft wide, or 2 ft above standard; (b) The adjacent raised end island scales 13 ft wide (back-to-back), or 5 ft above standard (see attached detail); and (c) the east end aisle is dimensioned 30.5 ft wide, or 6.5 ft above standard. **With a total of 13.5 ft in total savings, it should be a relatively easy matter of inserting an 8-ft-wide raised end island at the east end of this parking module.**
14. On the east side of the above east end aisle, a curb radius of only 2 ft has been proposed for a portion of the building pad. **Since this corner will have passenger cars turning right immediately adjacent to it, the curb radius should be increased to 15 ft.**
15. In the near easterly parking area behind the building, there is a dead-end parking layout with a backing tail only 2 ft deep. **An effective depth of backing tail (5-10 ft) should**

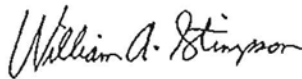
be provided by narrowing the east end island (which is now 5 ft wider than necessary) and/or east end aisle (which now scales 6 ft wider than standard).

16. Adjacent to the south façade of the east wing of the building, there is a landscape strip which scales only 3 ft wide, or 1 ft narrower than the normal City minimum.
17. Upon leaving the proposed new loading zone and circulating counterclockwise around the building, a WB-50 (tractor-trailer) would encounter a couple of unnecessarily difficult turns: (a) On the acute-angle turn from approximately northeast to east, near the middle of the building, there is a small-radius bend in the curb dimensioned as having both a 2-ft and a 5-ft radius. The largest possible bend should be substituted here; it appears that a radius of about 35 ft would fit. (b) About 130 ft east of the preceding location, a curb radius of only 5 ft has been proposed as an introduction to a 50-ft radius along the south side of the drive. To make it easier for a large truck to drive through the reverse curve in this area, the 5-ft radius should be replaced with a much larger radius; it appears, again, that a radius of about 35 ft would be appropriate.
18. The loading zone should be drawn and labeled as being marked with 4-inch yellow crosshatching, 4 ft on-center.
19. At least one of the barrier-free spaces near the main building entrance (near the east access drive) should be designed and marked as van-accessible.
20. The Type R pedestrian ramp and/or striped crosswalk near the main entrance should be shifted so that these two features are directly aligned.
21. In addition to the plan note indicating required compliance with the *Michigan Manual of Uniform Traffic Control Devices*, there should be an explicit indication that barrier-free parking spaces shall be marked in blue and other parking spaces shall be marked in white.
22. The B.F. (barrier-free) Sign Detail should be revised as follows: (a) the VAN ACCESSIBLE sign should be drawn and dimensioned to the 12-inch x 6-inch minimum size permitted by the MMUTCD, and labeled as a R7-8a; and (b) the abbreviation "MIN" should be removed from the 18" height dimension for the R7-8 sign (since only that height is to be used).

Sincerely,
BIRCHLER ARROYO ASSOCIATES, INC.



Rodney L. Arroyo, AICP
Vice President



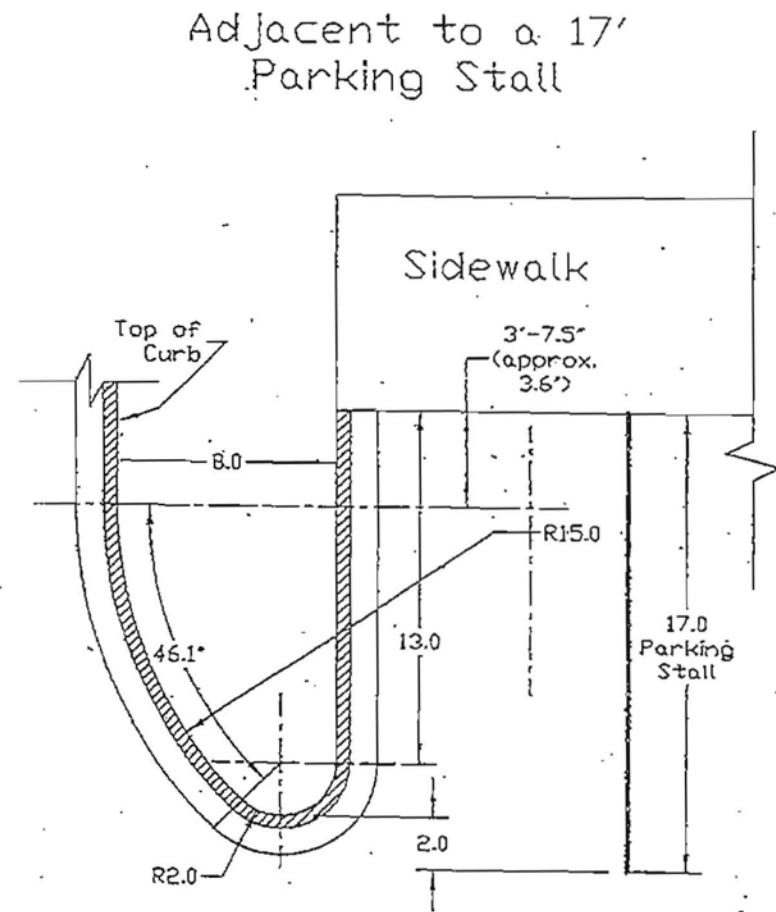
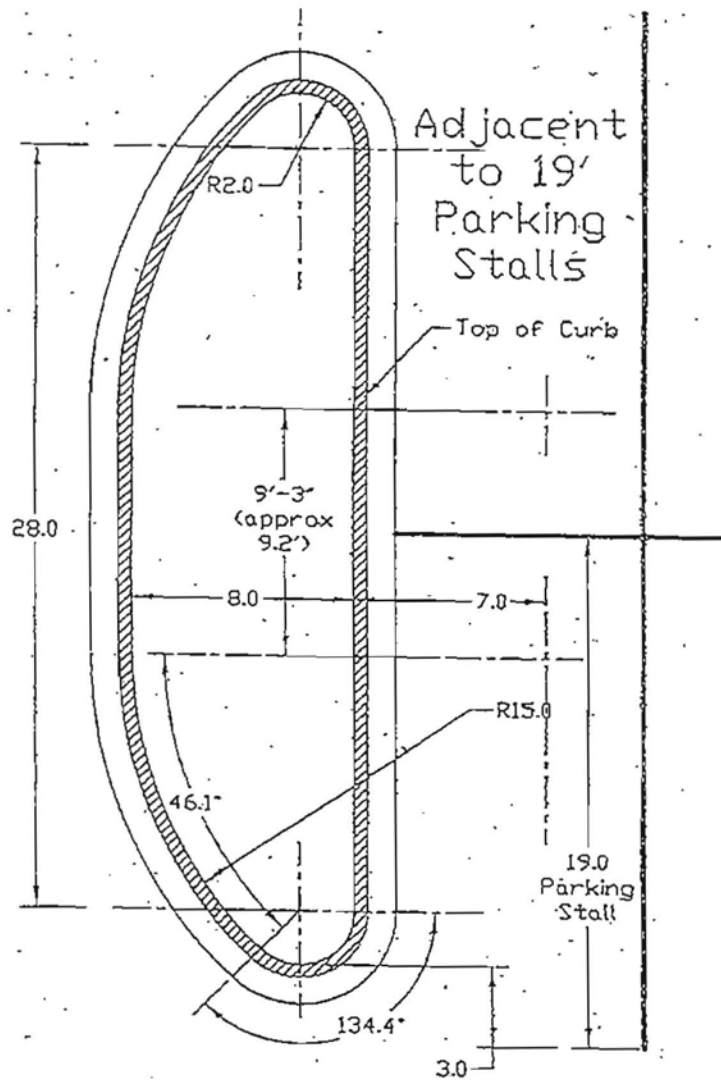
William A. Stimpson, P.E.
Director of Traffic Engineering

Attachments:
Aerial photo of HCCP Phase II; Standard Parking Island Design (detail)



Aerial Photo of Haggerty Corridor Corporate Park - Phase II

Standard Parking Island Design with minimum 8' width



LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT
June 1, 2011
Preliminary & Final Landscape Review
Tongum America Headquarters SP11-22 & 11-22A

Petitioner

Northern Equities Group

Review Type

Preliminary / Final Site Plan

Property Characteristics

Site Location: 39525 Mackenzie Drive
Site School District: Walled Lake Consolidated Schools
Site Zoning: OST, Planned Office Service Technology
Adjoining Zoning: North, West and South: OST; East: RP2 (Planned Residential District) (City of Farmington Hills)
Site Use(s): Vacant land in the Haggerly Corridor Corporate Park
Adjoining Uses: North, West and South: Vacant land; East: Existing Single Family Residential (City of Farmington Hills)
Site Size: 7.02 acres
Proposed Building Size: 68,475 square feet
Plan Date: 05/09/11

Recommendation

Approval of the Preliminary & Final Site Plan for Tongum America Headquarters SP#11-22 is recommended. Please address the concerns noted below upon subsequent submittal.

Ordinance Considerations

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

1. A 20' wide greenbelt along the right-of-ways is required and has been provided.
2. A 3' tall berm is required along the Haggerly and Mackenzie right-of-ways. The cross section details on Sheet L-02 indicate that this requirement will be met.
3. Required right-of-way Canopy/ Evergreen trees at 1 per 35 LF have been provided as required.
4. Required right-of-way Sub-canopy Trees at 1 per 20 LF have been provided as required.
5. Twenty five foot clear vision areas has been provided as required.

Street Tree Requirements (Sec. 2509.3.b.)

1. One street tree is required per 35 LF adjacent to parking. The Applicant has provided for the required street trees.

Parking Landscape (Sec. 2509.3.c.)

1. A total of 8,391 SF of interior parking landscape area is required and has been provided.

2. A total of 112 Parking Lot Canopy Trees are required and have been provided.
3. Snow storage areas have been shown as required.

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 with the exception of access areas. *This minimum 4' distance must be verified and assured by the Applicant.*
2. A total of 16,176 SF of building foundation landscape area is required and 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 as provided meets the requirements of the Ordinance and the Landscape Design Manual.

Irrigation (Sec. 2509.3.f.(6)(b))

1. An Irrigation Plan must be provided upon Stamping Set submittal.

General Comments

The Applicant must clarify that the proposed landscape plan matches the previously submitted and approved entry landscape plan at the Mackenzie Road & Haggerty intersection.

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	\$ 201,742			Includes street trees. Does not include Irrigation costs.
Final Landscape Review Fee	\$ 3,026.13			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	\$ 236,342		Does not include street trees. Includes Irrigation.
Landscape Financial Guaranty	YES	\$ 354,513		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	\$ 14,180.52		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	\$ 2,127.07		This fee is 15% of the Landscape Inspection Fee. This cash or check is due prior to the Pre-Construction meeting.
Transformer Financial Guarantee	YES	\$ 500		\$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	\$ 12,400		\$400 per tree.
Street Tree Inspection Fee	YES	\$ 744		6% of the Street Tree Bond as listed above.
Street tree Maintenance Fee	YES	\$ 775		\$25 per tree.
Landscape Maintenance Bond	YES	\$ 23,634.20		10% of verified cost estimate due prior to release of Financial Guaranty.

FACADE REVIEW



June 1, 2011

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

Re: **FACADE ORDINANCE - Façade Ordinance Review**
Tognum American Headquarters, SP11-22 & 22A
 Façade Region: 1, Zoning District: RC, Building Size: 67,000 S.F.

Dear Ms. McBeth;

The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by Faudie Architecture, dated May 9, 2011. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the right hand column. Materials in non-compliance with the Façade Schedule, if any, are highlighted in bold.

	East (Front)	North	South	West	West Court	East Court	Ordinance Maximum (Minimum)
Brick	95%	95%	96%	96%	98%	95%	100% (30%)
Flat metal Panels (Roof Screens)	5%	5%	4%	4%	2%	5%	50%

Recommendation - As shown above the design is in full compliance with the Façade Ordinance. Section 9 Waiver not required for this project. The drawings indicate the dumpster enclosure is to be constructed using brick to match the building and thus is also in full compliance. A sample board indicating the proposed color of brick should be submitted on or before the date of the Planning Commission meeting.

Notes to the Applicant:

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.

If you have any questions please do not hesitate to call.

Sincerely,
 DRN & Associates, Architects PC

Douglas R. Necci, AIA

FIRE REVIEW



May 31, 2011

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

RE: Tognum America Headquarters – Mackenzie South Technology Center

SP#: SP 11-22 & 11-22A, Preliminary/Final Site Plan

CITY COUNCIL

Mayor
David B. Landry

Mayor Pro Tem
Bob Gatt

Terry K. Margolls

Andrew Mutch

Dave Staudt

Justin Fischer

Wayne Wrobel

City Manager
Clay J. Pearson

Director of Public Safety
David Molloy

Director of Fire and EMS
Jeffrey Johnson

Project Description:

Site Development and Construction of a 68,475 S.F. single story commercial building primarily used as an Office/Research building.

Comments:

1. There is a proposed patio area on the rear (south side) of the building that will impede the fire apparatus access to the building and the turning radii around the parking lanes. This area needs to be reconfigured for proper access. *DCS 11-239(5)*
2. The existing hydrant at the rear (south side) of the building is now located too close to the parking curb and shall be relocated so it is at least 10' and no more than 15' from the back of the curb. *DCS 11-68(f)(1)a*
3. An additional hydrant shall be added on the west side of the building in a landscape parking island so the hose-laying distance from the hydrant on Mackenzie Dr. and the hydrant at the rear of the building are no more than 500' from the new hydrant location. *DCS 11-68(f)(1)c*

Recommendation:

Since this plan was submitted as a Final Site Plan, approval cannot be recommended until the above items have been addressed. The Preliminary Site Plan is recommended for approval since the above items are all correctable.

Sincerely,

Michael W. Evans, CFPS
Fire Marshal

cc: file

Novi Fire Department
45125 W. Ten Mile Rd.
Novi, Michigan 48375
248.349-2162
248.347-0570 fax

cityofnovi.org

APPLICANT RESPONSE LETTER

VIA ELECTRONIC MAIL & HAND DELIVERY

June 7, 2011

Kristen Kapelanski
City of Novi
45175 W. Ten Mile Rd.
Novi, Michigan 48375-3024



39000 COUNTRY CLUB DRIVE
FARMINGTON HILLS, MI 48331

Re: Tognum America Headquarters
Site Plan # 11-22
Preliminary and Final Submittal

Dear Kristen:

After reviewing the various review letters received on June 2nd from the City and its consultants, we will following changes to our Stamping Set Submittal (please note the item numbers used correspond to the item numbers of each original comment):

Planning Review

1. The photometric plan will be revised to match site layout. Manufactures specifications were provided and will be added to plans. Hours of operation will be added to the plans.
2. Area is a patio for outdoor eating and will be identified as such.
3. The parking and patio design has been modified to eliminate the "dead end" drive isles and allow proper turning radii for the Fire Department. The waiver for raised end islands is no longer required.
4. Base on discussions with both departments we feel all of the issues in the traffic and engineering review letters have been addressed. A revised plan will be emailed to both traffic, engineering and fire departments prior to the Planning Commission meeting.
5. All sheets will be 24" x 36"
6. The existing parcel known as "Mackenzie South" will be modified with the addition of land from the existing parcel to the west and south.

Facade Review

A sample brick will be provided.

Landscaping

- 4' wide landscape bed around perimeter of building is confirmed.
- An irrigation plan will be submitted.
- Applicant hereby clarifies that proposed landscape plan matches previously submitted and approved entry landscape plan at the Mackenzie Road and Haggerty intersection. A note will be added to the plan.

Fire Review

1. The parking and patio design has been modified to eliminate the “dead end” drive isles and allow proper turning radii.
2. The curb lines of the island around the existing hydrant have been modified to comply with the requirements.
3. As discussed with the Fire Marshal, an additional fire hydrant will be added along the west end of the building to meet requirements.

Engineering Review

General:

1. The City’s standard detail sheets, as noted, will be included with stamping sets.
2. The master planned right-of-way widths have been noted for each road ways.
3. Light poles were previously shown, the depth of the foundations will be compared to any and all utilities. The light poles will be relocated or license agreements will be put in place, as necessary.
4. All public utility easements have been shown and labeled on the revised plans.

Water Main:

5. Based upon the Fire Marshal’s review letter and further discussions an additional fire hydrant has been added to the west side of the proposed building. The required permit applications and additional plan sets will be provided to the City’ Engineering Division.

Sanitary Sewer

6. The sanitary sewer basis of design will be added to the utility sheet. However, this basis of design will remain identical to that of the office park because there is no change in service area. The only proposed construction is a relocation of a portion of the sewer due to the location of the proposed building.
7. The sheet index has been updated.
8. The sanitary sewer pipe material has been revised to the proper PVC Truss type.
9. The scale of the plans has been modified to the correct scale.
10. The testing bulkhead has been noted on the utility plan and profile.
11. The required permit applications along with the required plan sets will be submitted to the City’s Engineering Division.

Storm Sewer

12. The diameter of the manholes and catch basins have been noted on the utility plan and profile.
13. Both MH 10D and CB D6 are existing structures and were built as part of the infrastructure for the office park. Based on the approved plans for the park, MH 10D has no sump and CB D6 has a 2-foot sump. Neither of them have a plunge pool. As discussed with the Engineering staff, it would have been wise to have

installed plunge pools at these locations. However, the original plans did not call for them and they are existing. Therefore, no changes are proposed.

14. The 10-year HGL has been added to the storm sewer profiles.

Storm Water Management Plan

15. The Storm Water Management Plan has been design in accordance with the previously approved plan for the office park. As discussed with the engineering staff, this site is essentially “grandfathered” from the new Chapter 5 Storm Water Management Ordinance, because a plan was approved for the entire site.
16. As discussed with the engineering staff, the volume required per acre is actually correct. This complies with the TR-55 storm water design for the entire office park. The C factor provided was only included to indicate that this particular site is below the C factor approved for the entire office park.
17. The C factor for the area over the detention basin is irrelevant because the office park was designed using the TR-55 method, the relevant factor is the required volume per acre from the approved office park’s Storm Water Management plan.
18. The engineering staff is correct, the as-built volume has been corrected on the plans.
19. Based upon the above issues and corrections, I believe that basin D will have adequate volume in the future.

Paving & Grading

20. The proposed retaining wall, where parallel to the water main easement is proposed outside the easement. There are two locations where the retaining wall needs to cross the water main easement to allow for the necessary grading requirements.
21. Due to the scale of the plans it is difficult to properly indicate the requested grading within the drive approaches. Larger scale details have been added to the plans so that the grading of each driveway can be adequately indicated.
22. The curb is not intended to continue through the sidewalk. The larger scale details of the drive approaches will indicate this condition.
23. Again, the larger scale details of the drive approaches will indicate compliance with this requirement.
24. The intended design was for a 4-inch curb, the note has been corrected.
25. All islands have been modified to comply with both this comment and the comments in the Traffic review.

All other review comments are standard submittal requirements and will be addressed at the time they are necessary.

Traffic Review


6. The boulevard drive approach to the north as well as the one on this site have been previously approved by the prior City Traffic Consultant. Since this site is being constructed at this time and the site to the north is not. We would propose to build the boulevard drive approach on this site with the understanding that we will need to consult with the City’s Traffic Consultant

with respect to the northerly drive prior to any proposed construction on that site.

7. Same response as above.
8. We have moved the cross access easement to the rear of the site as requested. However, we would like to not construct the driveway stub at this time. With no knowledge of the future site design to the west and considering that the applicant owns the land to west as well, we would propose to stripe this area as parking spaces and agree to make the cross connection when the site to the west is proposed. Thus, placing the cross connection in the proper place at that time.
9. No comment necessary.
10. The STOP signs have been located and dimensioned as outlined, on the larger scale details of the drive approaches.
11. The grading within the larger scale details of the drive approaches prove that ADA-compliant ramps are not necessary. The proposed grading is ADA-compliant.
12. This area of the parking lot has been revised per the Fire Marshal's review. Therefore this comment is no longer relevant.
13. This area of the parking lot has been revised per the Fire Marshal's review. Therefore this comment is no longer relevant.
14. The radius in question has been revised.
15. This area of the parking lot has been revised per the Fire Marshal's review. Therefore this comment is no longer relevant.
16. The landscape strip in question has been revised to comply with the 4-foot minimum.
17. All of the radii have been revised to comply with this comment.
18. A note has been added to indicate the striping requirements.
19. The barrier-free van spaces have been relocated to the main entrance of the building.
20. The striped cross walk has been modified to align with the type R ramp.
21. A note indicating the Striping colors has been added to the parking detail.
22. The modifications to the barrier free parking signs have been added to the barrier free parking sign detail.

The remaining items pertain to permits and fees therefore do not require changes. We look forward to meeting with you to discuss these items in more detail and/or consider any other concerns you may have.

Sincerely,



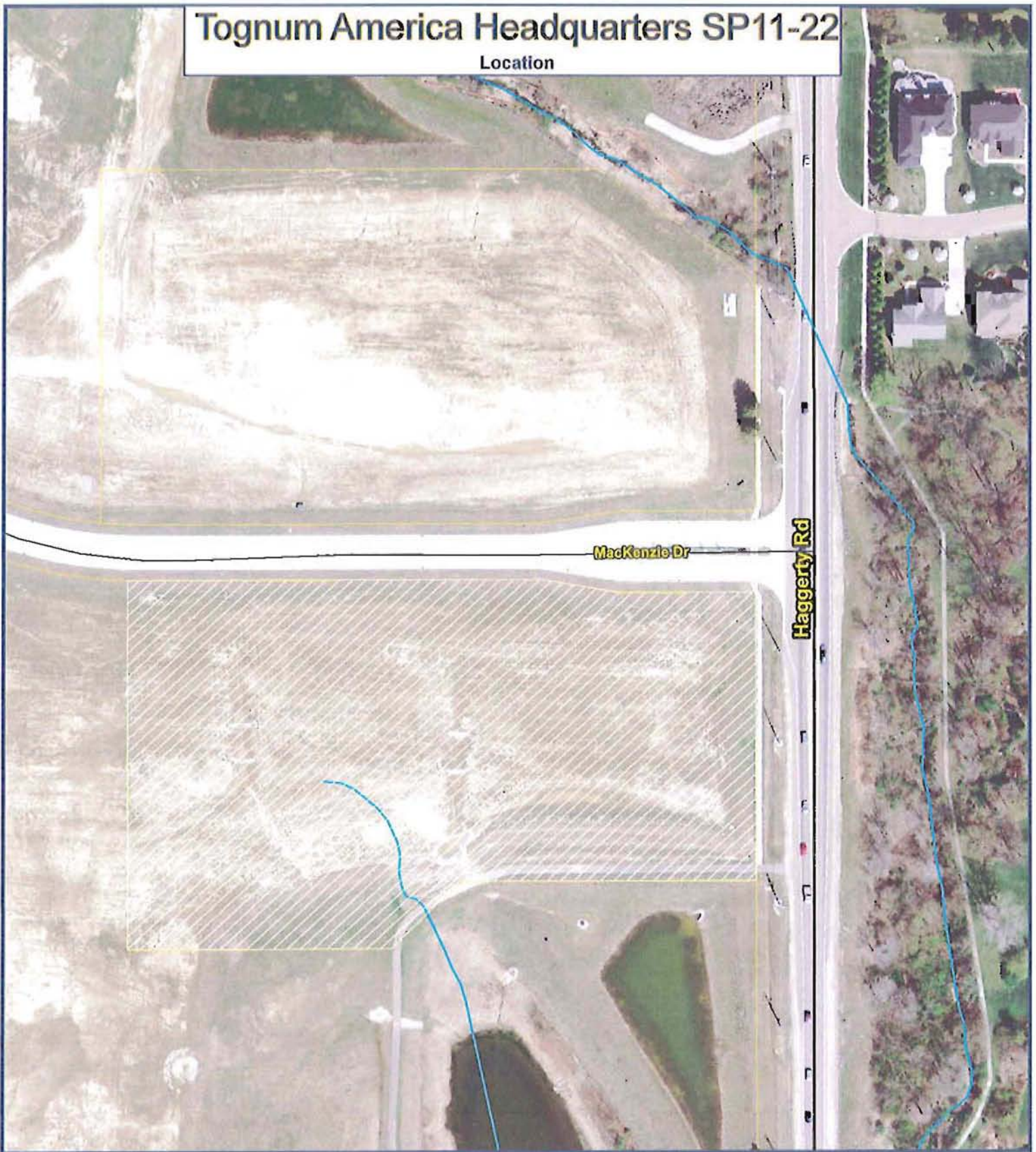
Matthew S. Sosin
President

SITE PLAN

MAPS
Location
Zoning
Future Land Use

Tognum America Headquarters SP11-22

Location



Map Author: Kristen Kapelanski
Date: June 7, 2011
Project: Tognum America Headquarters SP11-22
Version #: 1.0

Map Legend

Subject Property



City of Novi
Planning Division
Community Development
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

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 1978 or amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

Feet
0 950 1,900 3,800 5,700 7

1 Inch = 83,333 feet

Tognum America Headquarters SP11-22

Zoning



Map Author: Kristen Kapelanski
Date: June 7, 2011
Project: Tognum America Headquarters SP11-22
Version #: 1.0

Map Legend

Subject Property



OST: Office Service Technology



City of Novi
Planning Division
Community Development
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

MAP INTERPRETATION NOTICE

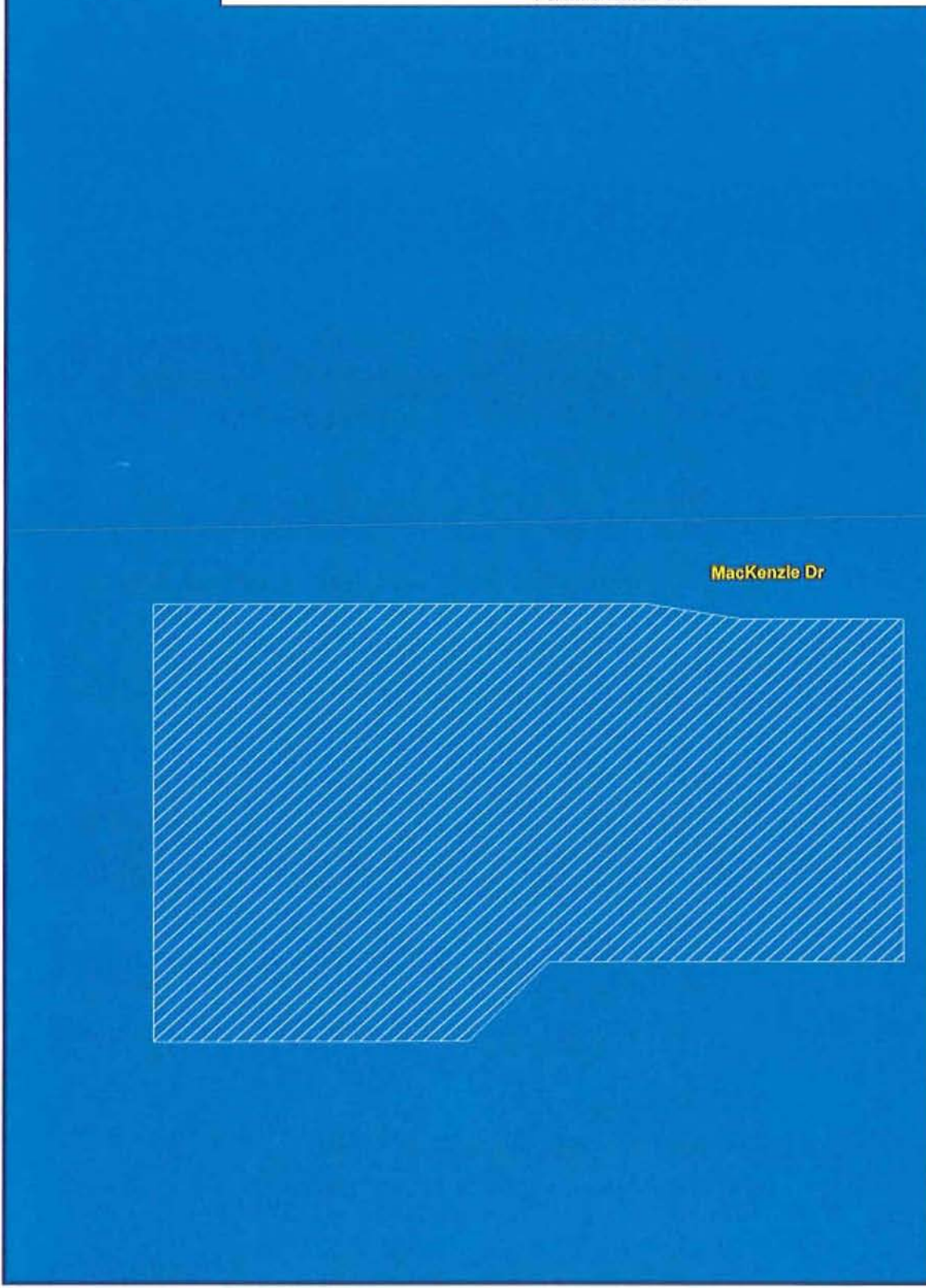
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1 inch = 140 feet

Tognum America Headquarters SP11-22

Future Land Use



Map Author: Kristen Kapelanski
Date: June 7, 2011
Project: Tognum America Headquarters SP11-22
Version #: 1.0

Map Legend

Subject Property



Office Research Development Technology



City of Novi
Planning Division
Community Development
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1 inch = 140 feet