



PET SUITES JSP19-18

PET SUITES JSP 19-18

Consideration at the request of Hogan Real Estate for Preliminary Site Plan and Storm Water Management Plan approval for a pet boarding facility. The subject property is approximately 2.48 acres and is located on the south side of Grand River Avenue, east of Beck Road (Section 16). The vacant parcel is zoned I-1, Light Industrial. The applicant is proposing to construct a 10,980 square foot building with a fenced outdoor recreation area for the boarding of cats and dogs.

Required Action

Approve or deny the Preliminary Site Plan and Storm Water Management plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	5-15-19	<ul style="list-style-type: none"> Items to be addressed by the applicant prior to Final Site Plan approval
Engineering	Approval recommended	5-15-19	<ul style="list-style-type: none"> Items to be addressed by the applicant prior to Final Site Plan approval
Landscaping	Approval recommended	4-30-19	<ul style="list-style-type: none"> Waiver for street tree deficiency (supported) Waiver for foundation landscaping location (supported) Items to be addressed by the applicant prior to Final Site Plan approval
Wetlands	Not applicable		<ul style="list-style-type: none"> No Wetland Impacts proposed
Woodlands	Approval recommended	5-9-19	<ul style="list-style-type: none"> No Woodland Impacts proposed
Traffic	Approval recommended	5-10-19	<ul style="list-style-type: none"> Waiver for same-side driveway spacing (supported) Items to be addressed by the applicant prior to Final Site Plan approval
Façade	Approval recommended	5-9-19	<ul style="list-style-type: none"> No changes proposed since previous review
Fire	Approval recommended	4-29-19	<ul style="list-style-type: none"> Items to be addressed by the applicant prior to Final Site Plan approval

MOTION SHEET

Approval – Preliminary Site Plan

In the matter of Pet Suites JSP 19-18, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. A waiver for same-side driveway spacing because there is no reasonable access point for the site that meets the ordinance requirement for 275 feet, which is hereby granted;
- b. A waiver for deficiency of sub-canopy street tree due to lack of space in the right-of-way and an extra canopy tree is provided, which is hereby granted;
- c. A waiver to allow a portion of the foundation landscaping to be located away from the building because the area provided exceeds the requirement and is located near the building, which is hereby granted;
- d. The findings of compliance with Ordinance standards in the staff and consultant review letters and the remaining items listed in those letters being addressed on the Final Site Plan,; and
- e. *(additional conditions here if any)*

(This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

- AND -

Approval – Stormwater Management Plan

In the matter of Pet Suites JSP 19-18, motion to **approve** the Stormwater Management Plan based on and subject to the following:

- a. The findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan; and
- b. *(additional conditions here if any)*

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

-OR

Denial – Preliminary Site Plan

In the matter of Pet Suites JSP 19-18, motion to motion to **deny** the Preliminary Site Plan...*(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

-AND-

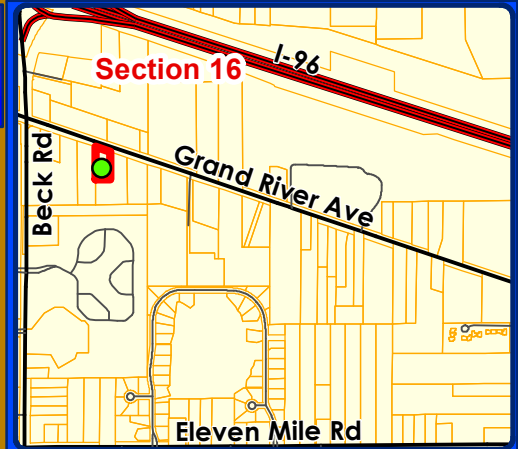
Denial – Stormwater Management Plan

In the matter of Pet Suites JSP 19-18, motion to **deny** the Stormwater Management Plan...*(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

MAPS
Location
Zoning
Future Land Use
Natural Features

PET SUITES: JSP19-18

LOCATION



LEGEND

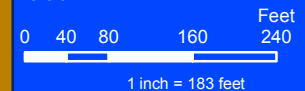
 Subject Property



City of Novi

Dept. of Community Development
City Hall / Civic Center
45175 W Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Map Author: Lindsay Bell
Date: 6/6/19
Project: PET SUITES JSP19-18
Version #: 1

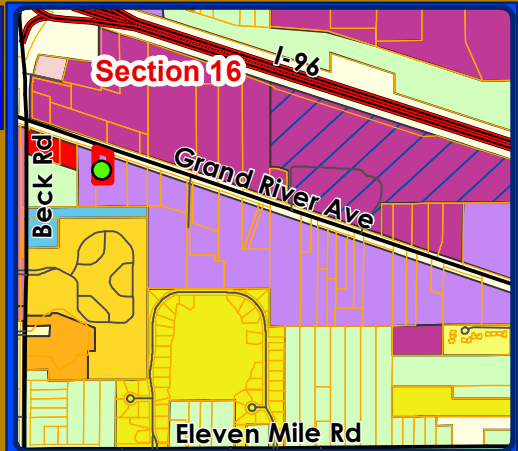
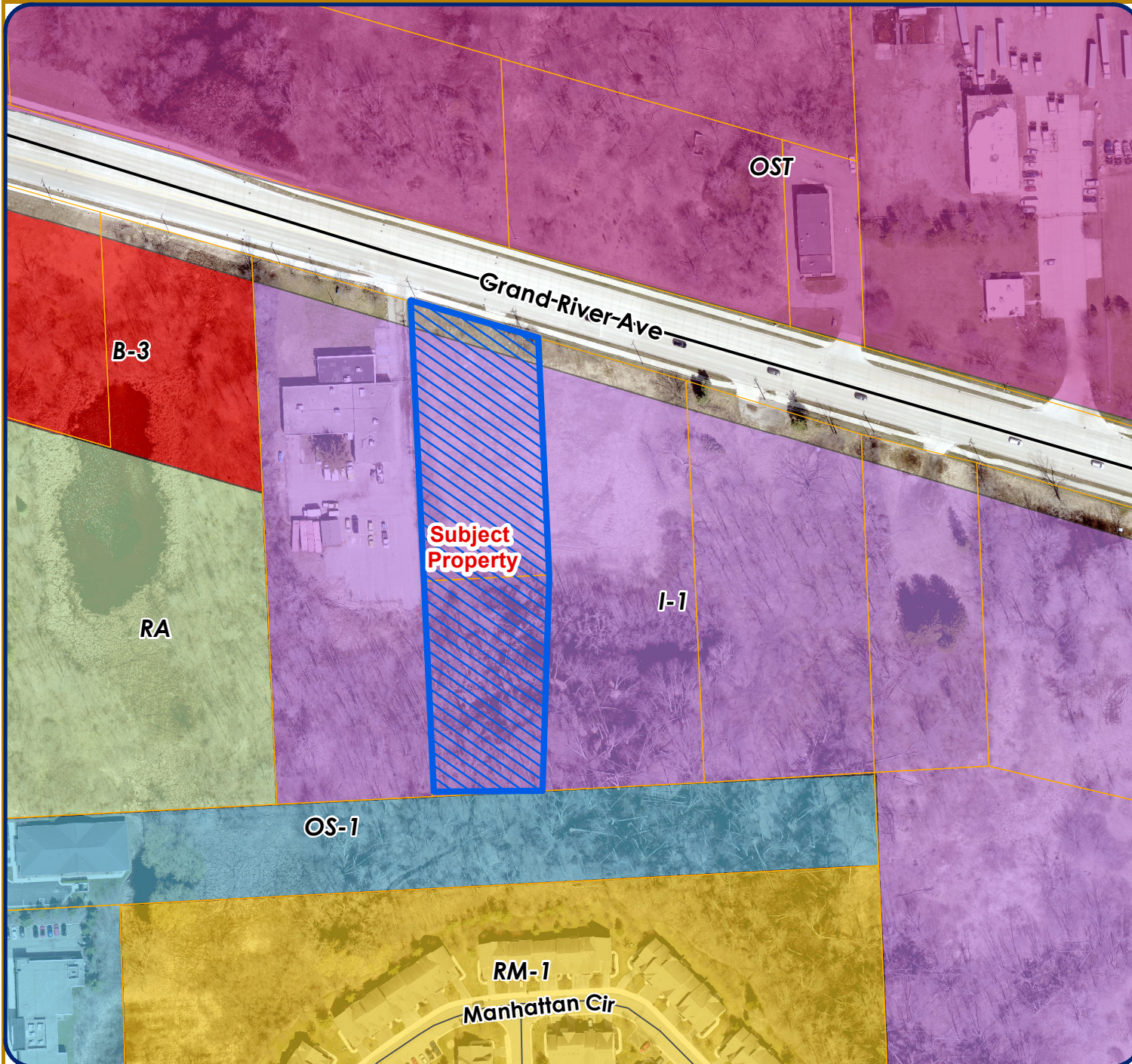


MAP INTERPRETATION NOTICE

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.

PET SUITES: JSP19-18

ZONING



LEGEND

- R-A: Residential Acreage
- R-1: One-Family Residential District
- R-2: One-Family Residential
- R-3: One-Family Residential District
- RM-1: Low-Density Multiple Family
- RM-2: High-Density Multiple Family
- B-2: Community Business District
- B-3: General Business District
- EXO: OST District with EXO Overlay
- FS: Freeway Service District
- I-1: Light Industrial District
- OS-1: Office Service District
- OSC: Office Service Commercial

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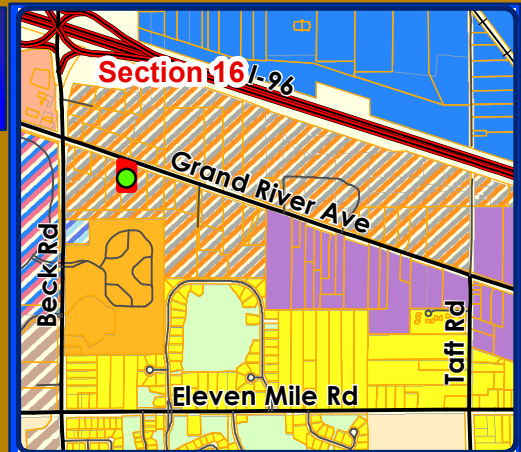
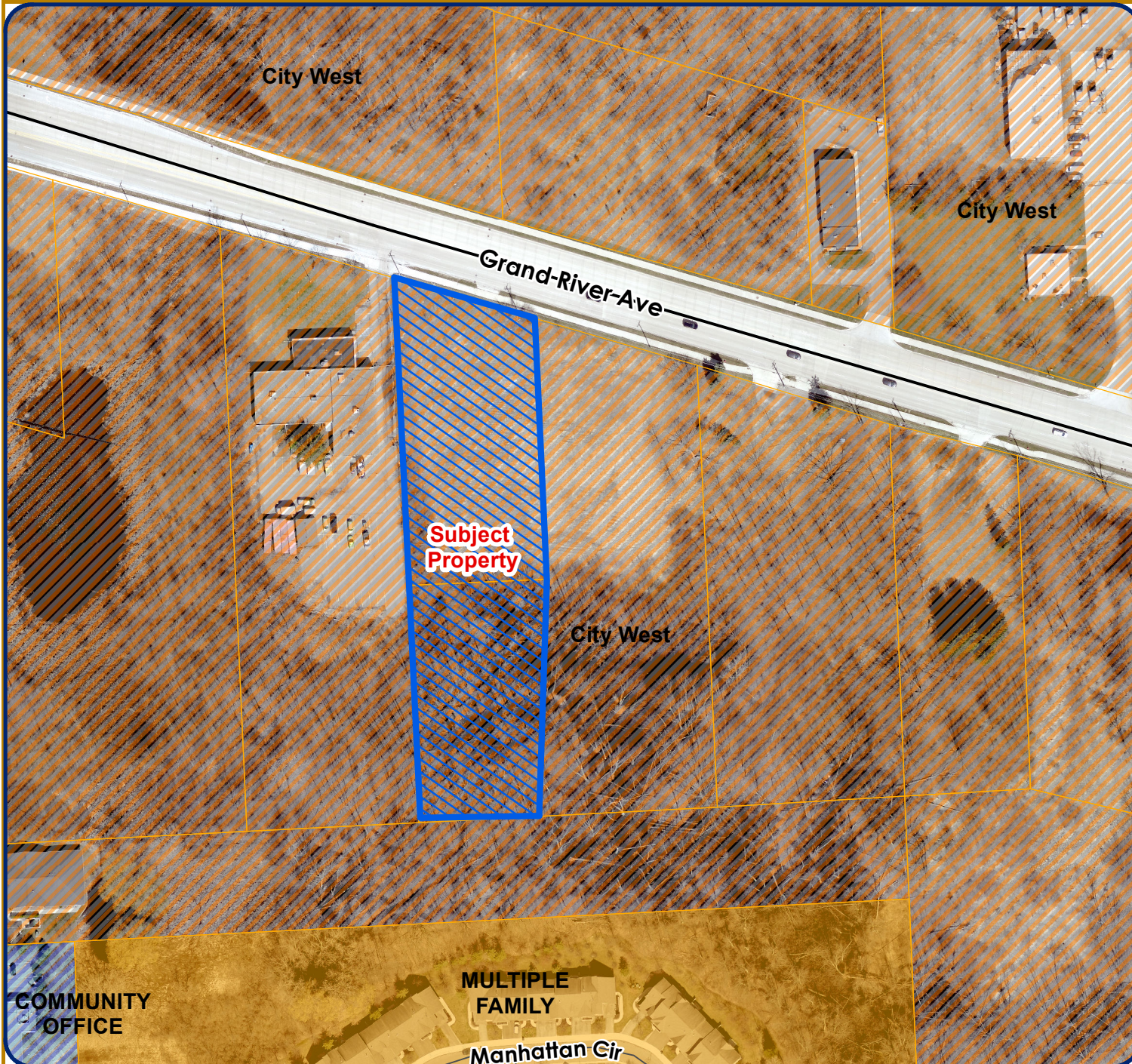
1 inch = 183 feet

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FUTURE LAND USE



LEGEND

- Single Family
- Multiple Family
- Suburban Low-Rise
- Community Office
- Office Research Development Technology
- Office Commercial
- Industrial Research Development Technology
- Local Commercial
- City West
- Educational Facility
- Private Park
- Subject Property



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1 inch = 167 feet

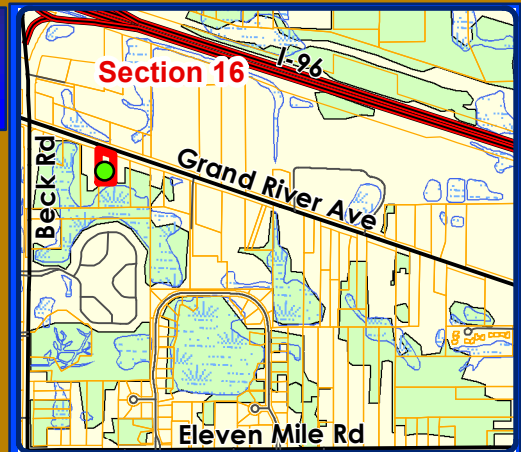
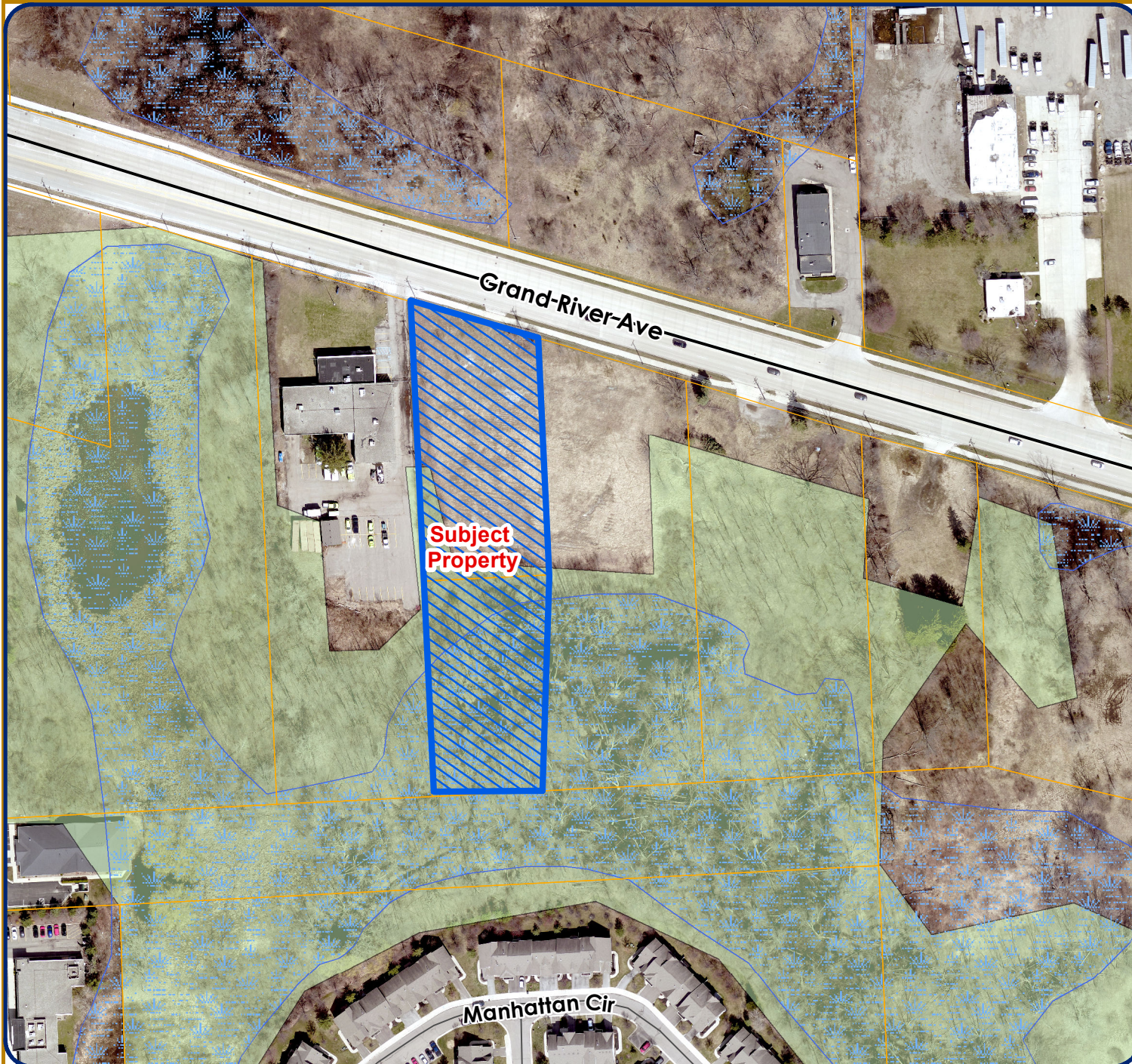


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NATURAL FEATURES



LEGEND

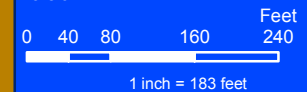
- WETLANDS
- WOODLANDS
- Subject Property



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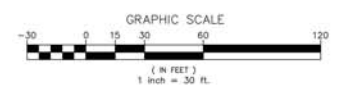


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SITE PLAN

(Full plan set available for viewing at the Community Development Department.)



PetSuites

Novi, Michigan

June, 2019

PEA, Inc.
7927 Nemco Way, Ste 115
Bingham, MI 48316
t: 517.546.9593
f: 517.546.8973
www.peainc.com



Drawing Name: C:\01192019\158 PetSuites05_Nov_18 (Project)\03_Dwg\A\Construction\Documents\Primary\Drawings\DWG_A11_EXTERIOR_RENDERINGS.dwg
 Date: 04/17/19



SOUTH ELEVATION

NORTH ELEVATION



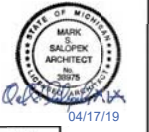
WEST ELEVATION



EAST ELEVATION



REV	DATE	DESCRIPTION



PEISUITES 1019 PROTOTYPE
 PART OF THE NW 1/4 OF SEC. 16, T.1N, R.8E
 CITY OF NOVI, MI 48374

EXTERIOR RENDERINGS

ISSUED FOR:	
PERMIT	-
BID	-
CONSTRUCTION	-
RECORD	-

SITE ID NO.
T.B.D.

PROJECT MANAGER	DESIGNER
KRMV	AMK

JOB NO.
2019155.05

A6.1

"This submittal is for general informational purposes only and is preliminary in nature. As such, any other use or reliance is strictly prohibited."



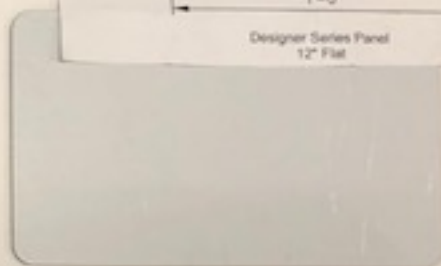
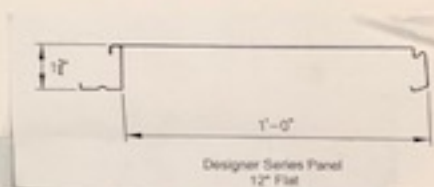
1. Flat metal canopy. Manufacturer: Persona. Color: PetSuites Lime Green. (Keynote #13 on Elevations).
2. Blended Face Brick Veneer. 50% Belden Brick 671 Velour & 50% Belden Brick 661 velour. (Keynotes #1 & #3 on Elevations).
3. Coronado 6" Split Limestone. Color: Summit Grey. (Keynote #20 on Elevations).
4. MBO Designer Series 12.0 Flat Wall Panel. Color: Snow White. (Keynote #4 on Elevations)
5. Dryvit Wall System. Color Sherwin Williams Useful Gray. (Keynote #8 on Elevations).



1



5



4



2



PLANNING REVIEW



PLAN REVIEW CENTER REPORT

May 15, 2019

Planning Review

PetSuites

JSP 19-18

PETITIONER

Hogan Real Estate

REVIEW TYPE

Preliminary Site Plan

PROPERTY CHARACTERISTICS

- Site Location: Section 16; South of Grand River and East of Beck Road
- Site School District: Novi Community School District
- Site Zoning: I-1 Light Industrial District
- Adjoining Zoning: West: I-1 Light Industrial District
East: I-1 Light Industrial District I
North: OST Office Service Technology District
South: OS-1 Office Service District
- Site Use(s): Vacant
- Adjoining Uses: West: Service provider building; East: Vacant; North: Vacant; South: Office building
- Site Size: 2.48 acres
- Building Size: 10,980 sq. ft.
- Plan Date: April 19, 2019

PROJECT SUMMARY

The applicant is proposing to construct a 10,980 square foot building, fenced outdoor play area, and associated parking for a pet boarding facility for dogs and cats. Stormwater would be collected by a single collection system and detained in an underground facility. The site is currently vacant. The parcel is zoned I-1 Light Industrial, and pet boarding and training facilities are a permitted use.

RECOMMENDATION

Approval of the *Preliminary Site Plan is recommended*. The plan mostly conforms to the requirements of the Zoning Ordinance, with any deviations noted below. **Planning Commission approval of the Preliminary Site Plan and Storm Water Management Plan is required.**

ORDINANCE REQUIREMENTS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), 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 and incorporated as part of the Final Site Plan submittal.

1. Loading Zone (Sec. 5.4.3): An area for loading and unloading is required to be provided in the I-1 District. The plans indicate the loading area will be “shared” with 5 parking spaces with signage to indicate “No parking allowed 9-11 a.m.” The ordinance requires the loading area to “be laid out in such a way that when in use it shall not cut off or diminish access to off-street parking spaces.” **The applicant shall provide a loading area separate from the parking spaces, or seek a variance from the Zoning Board of Appeals to for the shared loading/parking arrangement. The size of the loading area shall be sufficient to accommodate the expected delivery vehicle size.**
2. Bike Parking Access (Section 5.16): The applicant has provided the required bicycle parking. The ordinance states the spaces shall be accessible via a 6-foot paved access from the street. **The sidewalk connection from Grand River shall be widened to meet this requirement.**
3. Pet Boarding Noise (Section 4.46.6): The ordinance requires potential noise from pet boarding facilities to be “minimized through the combined use of screening, site isolation, and sound dampening materials.” **The applicant should state how they propose to minimize potential noise.**
4. Planning Commission Findings for Permitted Uses (Sec. 3.14.3): *The lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent of this article and performance standards of Section 5.14. The applicant shall provide validation in a response letter to the Planning Commission addressing the relevant performance standards shown below as related to the proposed use and facilities:*
 - o Odor: *“Offensive, noxious, or foul odors shall not be allowed to escape into the atmosphere in concentrations that are offensive, that produce a public nuisance or create a hazard to adjoining property...”*
 - o Noise Disturbances: Noise disturbances are not to exceed 55 decibels during night time hours and 60 decibels during day time hours in residential districts. In a non-residential district the limits are 70 decibels during night time hours and 75 decibels during day time hours.

Other Reviews

- Engineering Review: Engineering review recommends approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan, with additional comments to be addressed on the Final Site Plan.
- Landscape Review: Two landscape waivers are required. Approval of the Preliminary Site Plan is recommended. Additional comments to be addressed with Final Site Plan submittal.
- Wetland Review: No impacts to the on-site wetlands or wetland buffers are proposed.
- Woodland Review: Approval of the Preliminary Site Plan is recommended. No further Woodland review is required as long as the limits of disturbance remain unchanged.
- Traffic Review: Approval of the Preliminary Site Plan is recommended. Additional comments to be addressed with Final Site Plan submittal.
- Façade Review: A section 9 waiver is required for the overage of EIFS on the north façade and the overage of flat metal panels on the south façade. Approval is recommended.
- Fire Review: Conditional approval is recommended. Additional comments to be addressed with Final Site Plan submittal.

NEXT STEP: PLANNING COMMISSION MEETING

This Site Plan is scheduled to go before Planning Commission for consideration on **June 12, 2019 at 7:00 p.m.** Please provide via email the following **by noon on June 5, 2019**, if you wish to keep this schedule:

1. Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers as you see fit.
3. A color rendering of the Site Plan (Optional to be used for Planning Commission presentation).
4. A sample board of building materials as requested by our Façade Consultant.

ZONING BOARD OF APPEALS MEETING

If the Planning Commission approves the site plan, the applicant should then seek Zoning Board of Appeals variance if the shared loading/parking area is not revised. The application can be found at this [link](#). Please contact Kate Oppermann at 248-347-0459 for meeting and deadline schedules.

FINAL SITE PLAN SUBMITTAL

After receiving the Preliminary Site Plan approval from the Planning Commission (and Zoning Board of Appeals approval – if necessary), please submit the following for Final Site Plan review and approval:

1. Five copies of Final Site Plan addressing all comments from Preliminary review
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. Engineering Cost Estimate
6. Landscape Cost Estimate
7. [Other Agency Checklist](#)
8. [Hazardous Materials Packet](#) (Non-residential developments)
9. [Non-Domestic User Survey](#) (Non-residential developments)
10. [No Revision Façade Affidavit](#) (if no changes are proposed for Façade. If changes are proposed, include an additional set of plans in the submittal.)
11. Legal Documents as required
12. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

After receiving Preliminary/Final Site Plan approval, plans addressing the comments in all of the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets. A letter from either the applicant or the applicant's representative addressing comments in this and other review letters and associated charts is to be submitted with the electronic stamping set. This letter should address all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

STAMPING SET APPROVAL

Stamping sets are still required for this project. After having received all of the review comments from City staff the applicant should make the appropriate changes on the plans and submit **9 size 24" x 36" copies with original signature and original seals on the cover sheet (subsequent pages may use electronic seal with signature)**, to the Community Development Department for final Stamping Set approval.

If required, drafts for all legal documents with a legal transmittal are to be submitted along with stamping sets.

SIGNAGE

Exterior Signage is not regulated by the Planning Division or Planning Commission. Sign permit applications that relate to construction of a new building or an addition to an existing building may be submitted, reviewed, and approved as part of a site plan application. Proposed signs shall be shown on the preliminary site plan. Alternatively, an applicant may choose to submit a sign application to the Building Official for administrative review. Following preliminary site plan approval, any application to amend a sign permit or for a new or additional sign shall be submitted to the Building Official. Please contact the Ordinance Division 248.735.5678 for information regarding sign permits.

PRE-CONSTRUCTION MEETING

A Pre-Construction meeting is required for this project. 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, so it is recommended you contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department once you receive Final Site Plan approval. Any questions regarding the Pre-Con should be directed to Sarah.

CHAPTER 26.5

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or lbell@cityofnovi.org.



Lindsay Bell – Planner



PLANNING REVIEW CHART

Review Date: May 14, 2019
Review Type: Preliminary Site Plan
Project Name: PetSuites, JSP19-18
Location: East of Beck Road, South of Grand River
Plan Date: 4-19-2019
Prepared by: Lindsay Bell, Planner
E-mail: lbell@cityofnovi.org **Phone:** 248.347.0484

Bold	To be addressed with the next submittal
<u>Underline</u>	To be addressed with final site plan submittal
<u>Bold and Underline</u>	Requires Planning Commission and/or City Council Approval
<i>Italics</i>	To be noted

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted July 26, 2017)</i>	City West	Light Industrial	Yes	<i>Not consistent with Master Plan, but conforms to current zoning</i>
Area Study	Grand River Corridor		NA	
Zoning <i>(Effective January 8, 2015)</i>	I-1: Light Industrial District	No Change	Yes	
Uses Permitted (Sec 3.1.18.C)	If not adjacent to Residential: Pet Boarding Facilities, subject to use standards	Pet Boarding Facility	Yes	10,980 sf building
Non-Residential Open Storage <i>(Sec 3.14.1.B.iv)</i>	Permitted as Special Land Use when conducted in conjunction with and accessory to otherwise permitted use in I-1	Not proposed	NA	
Height, bulk, density and area limitations <i>(Sec 3.1.18)</i>				
Frontage on a Public Street. <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Frontage on Grand River Avenue	Yes	
Access to Major Thoroughfare <i>(Sec. 5.13)</i>	Vehicular access shall be provided only to an existing or planned major thoroughfare or freeway service drive <i>OR</i> access driveway on other street type is not across street from existing or planned single-family uses	Grand River	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Minimum Zoning Lot Size for each Unit in Ac (Sec 3.6.2.D)	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space	2.48 acres	Yes	Lot combination/split proposed
Minimum Zoning Lot Size for each Unit: Width in Feet			NA	
Open Space Area	----	----	----	----
Maximum % of Lot Area Covered (By All Buildings)	(Sec 3.6.2.D)		Yes	
Building Height (Sec. 3.1.18.D)	40 ft.	27 ft	Yes	
Building Setbacks (Sec 3.1.18.D)				
Front (north)	40 ft.	91.49 ft.	Yes	
Rear (south)	20 ft.	347.34 ft.	Yes	
Side (east)	20 ft.	40.13 ft.	Yes	
Side (west)	20 ft.	63.04 ft.	Yes	
Parking Setback (Sec 3.1.18.D) & Refer to applicable notes in Sec 3.6.2				
Front (north)	40 ft. (See 3.6.2.E)	46.23 ft	Yes	Update Site Data table on P-2.0 with required parking setbacks as shown here.
Rear (south)	10 ft.	343.37 ft	Yes	
Side (east)	10 ft.	12 ft	Yes	
Side (west)	10 ft.	33.3 ft	Yes	
Note To District Standards (Sec 3.6.2)				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Proposed	Yes	Show required front setback lines on East
Off-Street Parking in Front Yard (Sec 3.6.2.E)	Off-street parking is allowed in front yard if: - the site is a minimum 2 acre site, - does not extend into the minimum required front yard setback of the district, - cannot occupy more than 50% of the area between min. front yard setback & bldg. setback, - must be screened by brick wall or landscaped berm 2.5 ft tall - lighting compatible with surrounding neighborhood	Parking proposed in front yard -Meets (2.48 acres) -Complies -49.5% 3' berm with landscaping -Not shown	Yes	<u>Submit lighting plan with Final Site Plan</u>
Off-Street	Off-street parking is allowed in	Not adjacent to	NA	

Item	Required Code	Proposed	Meets Code	Comments
Parking in Side and Rear Yards (Sec 3.6.2.F)	side and rear yards if the site does not abut residential. If it does, additional conditions apply: <ul style="list-style-type: none"> i. shall not occupy more than 50% of side yard area abutting residential ii. parking setback no less than 100 ft from residential district 	residential		
Setback from Residential District - Building (Sec 3.6.2.H)	I-1 and I-2 districts, five (5) feet of horizontal setback for each foot of building height, or one-hundred (100) feet, whichever is greater.		NA	
Wetland/ Watercourse Setback (Sec 3.6.2.M)	A setback of 25 ft. from wetlands and from high watermark course shall be maintained	No impacts proposed	NA	
Additional Height (Sec 3.6.2.O)	Additional heights for selected building is allowed based on conditions listed in Sec 3.6.2.O	Applicant not requesting	NA	
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per Sec 5.5.3.		Yes	See Landscaping comments
Modification of parking setback requirements (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on conditions listed in Sec 3.6.2.Q		NA	
Parking and Loading Requirements				
Number of Parking Spaces Pet Boarding Facilities (Sec.5.2.12.E)	One space for each 700 sf usable floor area 10,980 sf proposed: (10,980*80% usable)/700 = 13 Required Parking: 13 Spaces	Total Parking Proposed = 27 spaces	Yes	
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along	Minimum 24 ft. drives proposed 9 ft. x 17 ft. spaces proposed	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	landscaping			
Parking stall located adjacent to a parking lot entrance (public or private) <i>(Sec. 5.3.13)</i>	Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	Minimum distance is maintained	Yes	
End Islands <i>(Sec. 5.3.12)</i>	<ul style="list-style-type: none"> - End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance 	Appears to comply	Yes	
Barrier Free Spaces <i>Barrier Free Code</i>	For 27 spaces, 2 barrier free required	2 barrier free shown	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	<ul style="list-style-type: none"> - 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces 	1 van accessible shown	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	Shown	Yes	
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Minimum of 2 spaces	2 proposed	Yes	
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	<ul style="list-style-type: none"> - No farther than 120 ft. from the entrance being served - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. 	<p>Proposed</p> <p>One location to serve main entrance</p> <p>Design not shown</p>	<p>Yes</p> <p>Yes</p> <p>No</p> <p>No</p>	<p>Show bike rack design detail</p> <p>Sidewalk should be</p>

Item	Required Code	Proposed	Meets Code	Comments
	paved access from street			widened to 6' to meet requirement
Bicycle Parking Lot layout (Sec 5.16.6)	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Layout shown	Yes	
Loading Spaces (Sec. 5.4.3)	Loading area in the rear yard, unless abutting residential or interior side yard if adjacent to I, EXPO or EXO district	Loading area shown – “shared” with parking spaces. Signage to indicate hours of no parking.	No	“loading, unloading...shall be laid out in such a way that when in use it shall not cut off or diminish access to off-street parking spaces...”
Use Standards: Pet Boarding Facilities (Sec. 4.46)				
Use (Sec 4.46.1)	- To be located in a single-tenant building on one acre or larger lots, or multiple tenant building if lot is 2+ acres	Single use proposed	Yes	
Accessory Retail (Sec. 4.46.2)	- Up to 10% of GFA may be used for accessory retail sales	Small area of retail shown in the lobby	Yes	
Adequate Traffic Circulation (Sec. 4.46.3)	Adequate traffic circulation shall be provided on the site to accommodate the frequent pick-ups and drop-offs of animals for the facility		Yes	See Traffic letter for further details
Outdoor Facilities (Sec. 4.46.4)	- Not located closer than 500 feet from residential district - Located in interior side or rear yard - Solid 6 ft. tall fence or wall shall completely enclose outdoor facilities - All animal waste shall be removed daily and disposed of in a sanitary manner - Pets not permitted to remain outdoors overnight	- Measurement provided - Interior side yard - 7 ft solid vinyl fence proposed - Noted on plans - Noted on plans	Yes Yes Yes Yes Yes	
Wastes (Sec. 4.46.5)	- Animal wastes, biohazard materials or byproducts shall be disposed of as recommended by the MDEPH	-		Confirm recommended process for waste removal by MI Dept of Public Health
Noise (Sec. 4.46.6)	- Noise shall be minimized through the combined use of screening, site isolation, and sound dampening	-	No	Provide information on how noise will be minimized

Item	Required Code	Proposed	Meets Code	Comments
	materials in compliance with sections 5.5, 5.14, and 5.11			
Accessory Structures				
Dumpster <i>(Sec 4.19.2.F)</i>	<ul style="list-style-type: none"> - Located in rear yard - Attached to the building or no closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces 	Dumpster enclosure in rear/side (east) yard, outside 10' parking setback	Yes	
Dumpster Enclosure <i>(Sec 4.19.2.F)</i>	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad - Screening Materials: Masonry, wood or evergreen shrubbery 	Provided	Yes	
Roof top equipment and wall mounted utility equipment <i>(Sec. 4.19.2.E.ii)</i>	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	No rooftop equipment shown	Yes	<i>Show any rooftop equipment, if any, on façade elevations</i>
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.			<i>Screen any rooftop equipment proposed</i>
Transformer/ Generator	<i>Accessory structures to be located in the rear yard and screened with landscaping</i>	Transformer shown in rear yard location	Yes	
I-1 District Required Conditions (Sec 3.14)				
Outdoor Storage of above ground storage tanks <i>(Sec. 3.14.1.B.ii)</i>	Outdoor placement of above-ground storage tanks of not more than 600 capacity per tank and accessory to an otherwise permitted use. Additional conditions apply.	Not Proposed	NA	

Item	Required Code	Proposed	Meets Code	Comments
Outdoor Storage of recreational equipment <i>(Sec. 3.14.1.B.iii)</i>		Not Proposed	NA	
Other <i>(Sec 3.14.2)</i>	Unless otherwise provided, dealing directly with consumer at retail, is prohibited.		NA	<i>Accessory Retail area up to 10% of GFA permitted</i>
Adjacent to Freeway ROW <i>(Sec 3.14.4)</i>	Where a permitted use abuts a freeway right-of way, special conditions listed in section 3.14.4 apply	Not adjacent to freeway ROW	NA	
Planning Commission findings for permitted uses <i>(Sec 3.14.3)</i>				
Protecting current and future residential uses from adverse impact <i>Sec 3.14.3.A</i>	The scale, size, building design, façade materials, landscaping and activity of the use is such that current and future residential uses will be protected from adverse impacts.	Not adjacent to residential	NA	
Long term truck parking <i>Sec 3.14.3.B</i>	No long term delivery truck parking on site	Noted	Yes	
Performance standards <i>Sec 3.14.3.C</i>	The lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent of the article and performance standards of Section 5.14		Yes	
Storage and/use of material <i>Sec 3.14.3.D</i>	The storage and/or use of any volatile, flammable or other materials shall be fully identified in application and shall comply with any city ordinances regarding toxic or hazardous materials.		Yes	
Hazardous material checklist <i>Sec 3.14.3.E</i>	Compliance of City's hazardous materials checklist	Checklist not provided	No	Provide the required hazardous materials checklist per Fire Marshal letter
Sidewalks and Pathways				
ARTICLE XI. OFF-ROAD NON-MOTORIZED FACILITIES <i>Sec. 11-256. Requirement. (c) & Sub. Ord. Sec. 4.05,</i>	<ul style="list-style-type: none"> - In the case of new streets and roadways to be constructed as part of the project, a sidewalk shall be provided on both sides of the proposed street or roadway. - Sidewalks along arterials 	<p>NA</p> <p>Sidewalk along</p>	<p></p> <p>Yes</p>	

Item	Required Code	Proposed	Meets Code	Comments
	and collectors shall be 6 feet or 8 feet wide as designated by the "Bicycle and Pedestrian Plan," but not along industrial service streets per Subdivision Ordinance. - Whereas sidewalks along local streets and private roadways shall be five (5) feet wide.	Grand River NA		
Pedestrian Connectivity	- Whether the traffic circulation features within the site and 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 - Building exits must be connected to sidewalk system or parking lot.	Sidewalks around building only Sidewalk from Grand River onto site 5'	No	Sidewalk from ROW should be widened to 6' to comply with bicycle parking requirements
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Not provided		<u>Provide lighting/photometric plan with all details required as shown in the section below with Final Site Plan</u>
Lighting Plan (Sec. 5.7.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures			
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.			
Lighting Plan (Sec.5.7.2.A.ii)	Specifications for all proposed & existing lighting fixtures			
	Photometric data			
	Fixture height			
	Mounting & design			
	Glare control devices (Also see Sec. 5.7.3.D)			
	Type & color rendition of lamps			

Item	Required Code	Proposed	Meets Code	Comments
	Hours of operation			
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties			
Maximum Height (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (40 ft.) (or 25 ft. where adjacent to residential districts or uses)			
Standard Notes (Sec. 5.7.3.B)	<ul style="list-style-type: none"> - Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation 			
Security Lighting (Sec. 5.7.3.H) Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> - All fixtures shall be located, shielded, and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred. 			
Average Light Levels (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1			
Type of Lamps (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps			
Min. Illumination (Sec. 5.7.3.k)	Parking areas: 0.2 min			
	Loading/unloading areas: 0.4 min			
	Walkways: 0.2 min			
	Building entrances, frequent use: 1.0 min			
	Building entrances, infrequent use: 0.2 min			

Item	Required Code	Proposed	Meets Code	Comments
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle			
Cut off Angles (Sec. 5.7.3.L)	When adjacent to residential districts - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle		NA	
Other Requirements				
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Information provided	Yes	
Economic Impact Information	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known).		No	Provide requested information for Planning Commission's consideration
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Name approval for business not required	NA	<u>Contact Hannah Smith at 248-347-0475 to schedule a meeting with the Committee</u>
Development/ Business Sign	Signage if proposed requires a permit. Can be considered during site plan review process or independently.	Monument sign indicated; building signage shown on building rendering	NA	<u>For sign permit information contact Maureen Underhill 248-735-5602.</u>
NOTES:				
1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards. 2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4, and 5 of the zoning ordinance for further details. 3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.				

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

May 15, 2019

Engineering Review

Pet Suites
JSP19-0018

Applicant

Hogan Real Estate

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: South of Grand River Avenue, East of Beck Road
- Site Size: 2.48 acres
- Plan Date: 04/19/2019
- Design Engineer: PEA, Inc.

Project Summary

- Construction of an approximately 10,980 square-foot pet boarding facility and associated parking. Site access would be provided via Grand River Avenue.
- Water service would be provided by a 2-inch domestic lead and a 6-inch fire lead extension from the existing 24-inch water main along the south side of Grand River Avenue. An additional hydrant is also proposed.
- Sanitary sewer service would be provided by a 6-inch sanitary sewer lead extension from the existing 8-inch sanitary sewer along the north side of Grand River Avenue.
- Storm water would be collected by a single storm sewer collection system and discharged to an onsite underground detention basin.

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 of the Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following exceptions, which can be addressed at the time of Final Site Plan submittal:

General

1. Clearly provide and label a minimum of two ties to established section or quarter section corners.
2. The Non-domestic User Survey form shall be submitted to the City so it can be forwarded to Oakland County.
3. Provide sight distance measurements for the Grand River Avenue entrance in accordance with Figure VIII-E of the Design and Construction Standards.
4. A same-side/opposite-side driveway spacing **Waiver**, granted by the Planning Commission, would be required for the proposed location of the entrance drive.
5. Show and label the master planned 60-foot half right-of-way width for Grand River Avenue.
6. Provide a note along with the traffic sign table stating all traffic signage will comply with the current MMUTCD standards.
7. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
8. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided, or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
9. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Division for review.
10. Soil borings shall be provided for a preliminary review of the constructability of the proposed development (parking lot, underground detention basin, etc.). Borings identifying soil types and groundwater elevation should be provided at the time of Final Site Plan submittal.
11. A right-of-way permit will be required from the City of Novi and Oakland County Road Commission.
12. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets-rev. 02/16/2018), paving (2 sheets-rev. 03/05/2018) and Boardwalks/Pathways (1 sheet-rev. 04/12/2018) **at the time of the Stamping Set submittal**. These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>

Water Main

13. Provide a profile for all proposed water main 8-inch and larger.

14. Provide the 8-inch hydrant lead and hydrant in a 20-foot wide access easement from the right-of-way.
15. Three (3) sealed sets of revised utility plans along with the MDEGLE permit application (06/12 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Division 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

16. Provide a sanitary sewer basis of design for the development on the utility plan sheet.
17. Provide a note on the Utility Plan stating the sanitary leads will be buried at least 5 feet deep where under the influence of pavement.
18. Daily discharge of the plunge pool water shall be routed into the sanitary sewer network.
19. Jack and bore underneath Grand River Avenue instead of directional drilling.

Storm Sewer

20. Provide a four-foot deep sump and an oil/gas separator in the last storm structures prior to discharge to the underground storm water basin.
21. 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.
22. Show and label all roof conductors, and show where they tie into the storm sewer.

Storm Water Management Plan

23. 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.
24. Provide an access easement for maintenance over the storm water detention system and the pretreatment structures. Also, include an access easement to the detention area from the public road right-of-way.
25. Provide manufacturer's details and sizing calculations for the pretreatment structures within the plans.
26. Provide a soil boring in the vicinity of the underground storm water basin to determine soil conditions and to establish the high water elevation of the groundwater table. A minimum of 3 feet shall be between ground water and the bottom of the underground detention unit.
27. Provide a table or note addressing the required bedding depth vs. bearing capacity of the underlying soils in the vicinity of the underground detention system per the manufacturer's specifications.
28. Provide inspection ports throughout the underground detention system.

29. The underground storage system shall include 4-foot diameter manholes at each corner of the unit for maintenance purposes.
30. Provide critical elevations (first flush, bank full, 100-year, and pavement elevation) for the detention system. Also, provide a cross-section for the underground detention system. Insure that there is at least 1 foot of freeboard between the 100-year elevation and the subgrade elevation beneath the pavement.
31. The underground detention system shall be kept outside of the influence of any planting areas.

Paving & Grading

32. Provide a minimum of 6 spot elevations where the pathway crosses the driveway (one at each corner and two in the center of the driveway on each side of the pathway). Spot elevations shall be provided to demonstrate a level landing adjacent to each side of the pathway crossing.
33. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls. All barrier-free stalls shall comply with Michigan Barrier-Free regulations.
34. Provide a note on the Grading Plan stating that the proposed pathway within the road right-of-way shall match existing grades at both ends.
35. The grade of the drive approach shall not exceed 2-percent within the first 25 feet of the intersection. Provide spot grades as necessary to establish this grade.
36. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls and drive areas. Currently the only curb heights called out are adjacent to parking stalls.
37. A note on sheet P-2.0 references that a detail for the retaining wall is provided on sheet P-6.0. This detail is not present on the current plans and should be included on the Final Site Plan.
38. Provide a note stating that a temporary construction easement is not required for the paving of the shared drive aisle since both parcels are under the same ownership.

Soil Erosion and Sediment Control

39. A SESC permit is required. A full review has not been completed at this time. Please address the comments below and submit a SESC permit application under separate cover. The application can be found on the City's website at <http://cityofnovi.org/Reference/Forms-and-Permits.aspx>.

Off-Site Easements

40. Any off-site utility easements anticipated must be executed **prior to final approval of the plans**. If you have not already done so, drafts of the easements and a recent title search shall be submitted to the Community Development Department as soon as possible for review, and shall be

approved by the Engineering Division and the City Attorney prior to executing the easements.

The following must be submitted with the Final Site Plan:

41. 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. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**
42. An 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 yardage), right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pre-treatment 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 with a legal review transmittal form that can be found on the City's website. Partial submittals will not be accepted.)

43. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement (SDFMEA), as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the agreement is approved by the City's Legal Counsel, this agreement will then be sent to City Council for approval/acceptance. The SDFMEA will then be recorded at the office of the Oakland County Register of Deeds. This document is available on our website.
44. A draft copy of the ingress/egress easement for shared use of the drive entry on Grand River Avenue must be submitted to the Community Development Department. This document is available on our website.
45. A draft copy of the 20-foot wide easement for the water main to be constructed onsite must be submitted to the Community Development Department. This document is available on our website.
46. A draft copy of the warranty deed for the additional proposed right-of-way along Grand River Avenue must be submitted for review and acceptance by the City.
47. Executed copies of approved off-site utility easements.

The following must be addressed prior to construction:

48. 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).
49. 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). No fee is required for this permit.
50. Material certifications must be submitted to Spalding DeDecker for review prior to the construction of any onsite utilities. Contact Ted Meadows at 248-844-5400 for more information.
51. Construction inspection fees in an amount that is to be determined must be paid to the Community Development Department.
52. Legal escrow fees in an amount that is to be determined must be deposited with the Community Development Department. All unused escrow will be returned to the payee at the end of the project. This amount includes engineering legal fees only. There may be additional legal fees for planning legal documents.
53. A storm water performance guarantee in an amount equal to 120% of the cost required to complete the storm water management facilities, as specified in the Storm Water Management Ordinance, must be posted at the Community Development Department.
54. Water and Sanitary Sewer Fees must be paid prior to the pre-construction meeting. Contact the Water & Sewer Division at 248-347-0498 to determine the amount of these fees.
55. A street sign financial guarantee in the amount of \$4,000 (\$400 per traffic control sign proposed) must be posted at the Community Development Department. Signs must be installed in accordance with MMUTCD standards.
56. 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.
57. A permit for all proposed work activities within the road right-of-way must be obtained from the City of Novi. This application is available from the City Engineering Division or on the City website and can be filed once the Final Site Plan has been submitted. Please contact the Engineering Division at 248-347-0454 for further information. Please submit the cover sheet, standard details and plan sheets applicable to the permit only.
58. A permit for work within the road right-of-way of Grand River Avenue must be obtained from the Road Commission for Oakland County (RCOC). 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 road right-of-way will be constructed in accordance with the RCOC standards.
59. A permit for water main construction must be obtained from the MDEGLE. This permit application must be submitted through the Engineering Division after the water main plans have been approved. Please submit the cover sheet, overall utility sheet, standard details and plan/profile sheets applicable to the permit.
 60. An inspection permit for the sanitary sewer tap must be obtained from the Oakland County Water Resource Commissioner (OCWRC).
 61. Permits for the construction of each retaining wall exceeding 48 inches in height (measured from bottom of the footing to top of the 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 (TCO) approval for the development:

62. The amount of the incomplete site work performance guarantee for any outstanding site improvement items (limited to top course of pavement and other minor items), is calculated at 1.2 times the amount required to complete the site improvements (as specified in the Performance Guarantee Ordinance).
63. All easements and agreements referenced above must be executed, notarized and approved by the City Attorney and Engineering Division.
64. 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.
65. The City's consultant Engineer 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.
66. Submit to the Community Development Department Waivers of Lien from any parties involved with the installation of each street as well as a Sworn Statement listing those parties. The Waivers of Lien shall state that all labor and material expenses incurred in connection with the subject construction improvements have been paid.
67. Submit to the Community Development 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.
68. Submit a Maintenance Bond to the Community Development Department in an amount 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 that the Utility Acceptance Permit is issued by the City of Novi Engineering Division. This document is available on our website.

69. 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 provide a Subordination Agreement. Please be aware that the title policy may indicate that additional documentation is necessary to complete the acceptance process.
70. Provide a warranty deed for the additional proposed road right-of-way along Grand River Avenue for acceptance by the City.

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

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Kate Richardson at (248) 347-0586 with any questions.



Kate Richardson, EIT
Plan Review Engineer

cc: Lindsay Bell, Community Development
George Melistas, Engineering
Darcy Rechten, PE, Engineering

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

April 30, 2019

Preliminary Site Plan - Landscaping

PetSuites

Review Type

Preliminary Landscape Review

Job

JSP19-0018

Property Characteristics

- Site Location: Grand River Ave, east of Beck, Sldwell #s 22-16-151-006, -007
- Site Acreage: 4.49 acres
- Site Zoning: I-1
- Adjacent Zoning: East, West: I-1, South: OS-1, North: Grand River Ave, OST
- Plan Date: 4/22/2019

Ordinance Considerations

This project was reviewed for conformance with Chapter 37: Woodland Protection, Zoning Article 5.5 Landscape Standards, the Landscape Design Manual and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed and incorporated as part of the revised Preliminary/Final Site Plan submittal. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review and the accompanying Landscape Chart are summaries and are not intended to substitute for any Ordinance.

The plans should be created per the current rules. These can be found at these locations:

REVISED LANDSCAPE ORDINANCE:

<http://cityofnovi.org/Reference/Code-of-Ordinances-and-City-Charter/18-283LandscapeStandards.aspx>

REVISED LANDSCAPE DESIGN MANUAL:

<http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>

Recommendation

This project is **recommended for approval for Preliminary Site Plan**. The revisions noted can be addressed on Final Site Plans.

LANDSCAPE WAIVERS REQUIRED FOR PROPOSED LAYOUT:

1. Lack of street trees due to lack of room in right-of-way. *Supported by staff.*
2. Location of some foundation landscaping away from foot of building. *Supported by staff.*

Ordinance Considerations

Existing Soils (Preliminary Site Plan checklist #10, #17)

Provided

Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))

1. Provided
2. **Please add proposed light posts to the landscape plan.**

3. **Please resolve all tree/utility or tree/light post conflicts such that all required trees can be planted.**

Existing Trees (Sec 37 Woodland Protection, Preliminary Site Plan checklist #17 and LDM 2.3 (2))

1. Provided
2. No trees are proposed to be removed.
3. **Please add protective tree fencing around all trees to be saved to protect them from construction vehicles.**

Adjacent to Residential - Buffer (Zoning Sec. 5.5.3.B.ii and iii)

The non-residential project is not adjacent to any residential property.

Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees (Zoning Sec. 5.5.3.B.ii, iii)

1. The required greenbelt width is provided.
2. A 2 foot tall berm is provided. **Please raise the minimum height of the berm to at least 3 feet as measured from the elevation of the adjacent parking lot paving.**
3. **Please add undulations above 3 feet to the berm, where provided.**
4. **Please correct the calculations, using the current rules and I-1 zoning.**
5. Based on the frontage, 4 canopy trees are required and 5 are provided.
6. Based on the frontage, 6 subcanopy trees are required, but only 5 are provided. **This will require a landscape waiver, but it can be supported by staff if the extra canopy tree is maintained to make up the shortage of a tree in the greenbelt.**
7. Parking lot perimeter canopy trees within the greenbelt can be double-counted as greenbelt canopy trees if desired.
8. Based on the frontage, approximately 3 street trees are required. As there is no room for the trees within the right-of-way, a landscape waiver is requested to not plant those trees. *This waiver request is supported by staff.*

Parking Lot Landscaping (Zoning Sec. 5.5.3.C.)

1. **Please correct the calculations based on I-1 zoning and the current rules.**
2. Based on the vehicular use area, 4 interior trees are required and 6 are provided.
3. **Please provide endcap trees in the islands at both ends of the 14 space bay. The 2 interior trees at the south end of the drive could be used if desired.**
4. Based on the perimeter of the parking lot and access way to Grand River, 15 trees are required and 14 are provided. **Please add an additional perimeter canopy tree.**
5. Parking lot perimeter trees located within the greenbelt can be double-counted as greenbelt canopy trees if desired.
6. **A landscaping easement will be required for all plantings off of the site.**

Building Foundation Planting (Zoning Sec 5.5.3.D)

1. Based on the building perimeter, 3120sf of foundation landscape area is required and 3550sf is provided, some of which is not at the base of the building.
2. **A landscape waiver is required for the location of some of the foundation landscaping away from the base of the building. As those areas are very close to the building, and exceed the requirement, and greater than 75% of the building foundation or play areas are landscaped, this waiver request is supported by staff.**
3. Approximately 88% of the front of the building facing Grand River is landscaped, exceeding the 60% requirement.

Plant List (LDM 2.h. and t.)

1. Provided
2. 7 of 14 species used (50%) are native to Michigan.
3. The tree diversity meets the standards of Landscape Design Manual Section 4.

4. When Final Site Plans are provided and foundation plantings are included, please continue to have, at a minimum, 50% of the species be native to Michigan. A greater percentage would be appreciated.

Planting Notations and Details (LDM)
Provided

Storm Basin Landscape (Zoning Sec 5.5.3.E.iv and LDM 1.d.(3))

1. None is provided as underground detention is proposed.
2. **If above-ground detention is required, please show the high water line on the plan and provide the required shrubs near that line.**
3. A note regarding the control of any Phragmites or Purple Loosestrife found on the site has been provided.

Irrigation (LDM 1.a.(1)(e) and 2.s)

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans. An actual irrigation plan could be provided in the electronic stamping set if desired.

Corner Clearance (Zoning Sec 5.9)

Please show the Road Commission for Oakland County clear vision triangle and move trees and shrubs taller than 30" out of that zone.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader rmeader@cityofnovi.org.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY SITE PLAN

Review Date: April 30, 2019
Project Name: PetSuites
Plan Date: April 19, 2019
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org;
 Phone: (248) 735-5621

Items in **Bold** need to be addressed by the applicant before approval of the Preliminary Site Plan. Underlined items need to be addressed for Final Site Plan.

The plans should be created per the current rules. These can be found at these locations:

REVISED LANDSCAPE ORDINANCE:

<http://cityofnovi.org/Reference/Code-of-Ordinances-and-City-Charter/18-283LandscapeStandards.aspx>

REVISED LANDSCAPE DESIGN MANUAL:

<http://cityofnovi.org/Government/City-Services/Community-Development/Information-Requirements-Sheets,-Checklists,-Manua/LandscapeDesignManual.aspx>

LANDSCAPE WAIVERS REQUIRED FOR PROPOSED LAYOUT:

1. Lack of street trees due to lack of room in right-of-way. *Supported by staff.*
2. Location of some foundation landscaping away from foot of building. *Supported by staff.*

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<ul style="list-style-type: none"> ▪ New commercial or residential developments ▪ Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. ▪ 1"=20' minimum with proper North. Variations from this scale can be approved by LA ▪ Consistent with plans throughout set 	Scale: 1" = 30'	Yes	<ol style="list-style-type: none"> 1. 1" = 30' is sufficient for overall site 2. A smaller scale (1" = 20' max) will be required for foundation plantings and any other detailed planting areas.
Project Information <i>(LDM 2.d.)</i>	Name and Address	Location map provided.	Yes	Please include project site address on landscape plans.
Owner/Developer Contact Information <i>(LDM 2.a.)</i>	Name, address and telephone number of the owner and developer or association	Address and business name provided	Yes	

Item	Required	Proposed	Meets Code	Comments
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA	A landscape architect's name and seal are on the plans.	Yes	
Sealed by LA. (LDM 2.g.)	Requires original signature	Yes	Yes	<u>A live signature is required on the stamping sets.</u>
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Included on standard border	Yes	
Zoning (LDM 2.f.)	Include all adjacent zoning	<ul style="list-style-type: none"> ▪ Site: I-1 ▪ East, West: I-1 ▪ South: OS-1 ▪ North: Grand River, OST 	Yes	
Survey information (LDM 2.c.)	<ul style="list-style-type: none"> ▪ Legal description or boundary line survey ▪ Existing topography 	Topo and legal description are provided on Sheet P-1.0	Yes	
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	<ul style="list-style-type: none"> ▪ Show location type and size. Label to be saved or removed. ▪ Plan shall state if none exists. 	<ul style="list-style-type: none"> ▪ Existing trees are shown on plan view and chart on Sheet T-1.0. ▪ No trees will be removed for this project. 	Yes	
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> ▪ As determined by Soils survey of Oakland county ▪ Show types, boundaries 	Provided on Sheet P-1.0.	Yes	
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Dimensioned layout is provided on Sheet P-2.0.	Yes	
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> • Overhead and underground utilities, including hydrants • Proposed light posts • Trees should be at least 10 feet from hydrants, catch basins and manholes and 5 feet from underground lines. 	<ul style="list-style-type: none"> • Proposed utility lines and underground storm water detention system are proposed on Sheet P-4.0. • Proposed layout causes conflicts with required plantings in greenbelt and in the parking lot interior. 	No	Please add tree fencing around Trees 301-303 and 304-305 to protect them from construction vehicles.
Proposed grading. 2'	Provide proposed	<ul style="list-style-type: none"> • Proposed 	Yes	Please raise the height

Item	Required	Proposed	Meets Code	Comments
contour minimum (LDM 2.e.(1))	contours at 2' interval	contours and spot elevations are provided on Sheet P-3.0 <ul style="list-style-type: none"> • 3' tall berm is provided in greenbelt. 		of the berm to be at least 3' higher than the adjacent parking lot paving, and add undulations to the berm above that.
Snow deposit (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
LANDSCAPING REQUIREMENTS				
Berms, Walls and ROW Planting Requirements				
Berms				
<ul style="list-style-type: none"> ▪ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours ▪ Berm should be located on lot line except in conflict with utilities. ▪ Berms should be constructed of loam with 6" top layer of top soil. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	No berm is required to screen residential property because there are no residentially zoned properties abutting the site.	No berm is proposed.	Yes	
Planting requirements (LDM 1.a.)	LDM Novi Street Tree List	NA		
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	A boulder retaining wall with height of 3 feet or less is proposed south of the building.	Yes	Please add a standard detail to Sheet P-6.0 as noted on Sheet P-2.0.
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		None		
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii) and (LDM 1.b)				
Greenbelt width (2)(3) (5)	<ul style="list-style-type: none"> ▪ Adj to pkg: 25 feet ▪ Not adj to pkg: 25 feet 	40 feet min.	Yes	
Berm requirements (Zoning Sec 5.5.3.A.(5))				
Min. berm crest width	<ul style="list-style-type: none"> ▪ Adj to parking: 3 feet ▪ Not ad to parking: Not required 	Berm is provided with varying widths	Yes	
Minimum berm height (9)	<ul style="list-style-type: none"> ▪ Adj to parking: 3 feet ▪ Not ad to parking: Not required 	Berm provided is approximately 2 feet high as measured from the adjacent parking lot paving.	No	Please raise the height of the berm to be at least 3' higher than the adjacent parking lot paving, and add undulations to the berm above that.

Item	Required	Proposed	Meets Code	Comments
3' wall	<ul style="list-style-type: none"> ▪ (4)(7) 	None		
<p>Canopy deciduous or large evergreen trees Notes (1) (10)</p>	<ul style="list-style-type: none"> ▪ Adj to pkg: 1 tree per 40lf frontage (net of access drives) ▪ 127LF/40 = 3 trees ▪ Not adj to pkg: 1 tree per 60 lf frontage (net of access drives) ▪ 65LF/60 = 1 tree <p>Total: 4 trees</p>	<ul style="list-style-type: none"> • 5 trees on site • 1 off-site 	Yes	<ol style="list-style-type: none"> 1. Please revise calculations on landscape plan, using current calculations for I-1 zoning. 2. As the canopy trees along the property line will get large, please move them back 5 feet so there is 20 feet spacing between them and the overhead lines. 3. Perimeter canopy trees in the greenbelt can be double-counted as greenbelt canopy trees if desired. Currently both requirements are met separately. 4. A landscape easement will be required for all trees planted off-site.
<p>Sub-canopy deciduous trees Notes (2)(10)</p>	<ul style="list-style-type: none"> ▪ Adjacent to pkg: 1 tree per 35lf frontage (net of access drives) ▪ 127LF/35 = 4 trees ▪ Not adj to pkg: 1 tree per 40 lf frontage (net of access drives) ▪ 65LF/40 = 2 trees <p>Total: 6 trees</p>	5 trees	No	<ol style="list-style-type: none"> 1. See above. 2. A landscape waiver is required for the deficiency in subcanopy trees. 3. If the extra canopy tree is maintained, a landscape waiver for the deficiency in subcanopy trees would be supported by staff.
<p>Canopy deciduous trees in area between sidewalk and curb (Novi Street Tree List)</p>	1 tree per 45lf frontage (net of sight vision zones)	None	No	<ol style="list-style-type: none"> 1. Please show Road Commission for Oakland County clear vision zone at entry. 2. A landscape waiver is requested for all street trees required, due to the lack of space in the right-of-way for street trees.

Item	Required	Proposed	Meets Code	Comments
				<i>It is supported by staff.</i>
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> ▪ Label contour lines ▪ Maximum 33% ▪ Constructed of loam ▪ 6" top layer of topsoil 	Detail is provided	Yes	
Type of Ground Cover		Irrigated sod lawn	Yes	
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	Overhead electrical lines are shown along Grand River property line.	Yes	
Parking Area Landscape Requirements LDM 1.c. & Calculations (LDM 2.o.)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> ▪ Clear sight distance within parking islands ▪ No evergreen trees 	Island landscaping will not block vision within the site.	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Lawn or foundation plantings.	Yes	
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> ▪ A minimum of 200 SF to qualify ▪ Minimum 200 SF per tree planted in island ▪ 6" curbs ▪ Islands minimum width 10' BOC to BOC 	Islands are provided.	TBD	<ol style="list-style-type: none"> 1. Please dimension the widths of all landscape islands. 2. To count toward the required area, an island must have at least 200sf landscape area per tree planted in it, be 10 feet wide, and have a deciduous canopy tree planted in it. Please enlarge the 110sf island at the front door to at least 200sf. 3. If islands aren't sufficiently large to accommodate required trees and utilities, please enlarge them as necessary to provide spacing or move the utilities.
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' and the	Spaces are 17 feet long where possible	Yes	

Item	Required	Proposed	Meets Code	Comments
	curb to 4" adjacent to a sidewalk of minimum 7 ft.			
Contiguous space limit (i)	<ul style="list-style-type: none"> Maximum of 15 contiguous spaces All endcap islands should also be at least 200sf with 1 tree planted in it. 	Maximum bay for parking areas is 14 spaces long	Yes	<ol style="list-style-type: none"> Deciduous canopy trees are required in both ends of the 14 space bay. Please add trees in those locations.
Plantings around Fire Hydrant (d)	<ul style="list-style-type: none"> No plantings with mature height greater than 12' within 10 ft. of fire hydrants or utility structures (manholes, catch basins) Trees should also be 5 feet from underground lines. Also show all proposed light posts 	<ul style="list-style-type: none"> All hydrants and utilities are provided. No light posts are shown. 	TBD	<ol style="list-style-type: none"> Please be sure to provide proper spacing between structures, lines and light posts. If necessary, islands should be widened or proposed utilities re-aligned to provide proper spacing between hydrants or other utility structures. It seems that the tree at the southwest corner of the north parking lot may be too close to the underground detention basin. Please be sure of the required spacing for the underground system. The tree must still be located within 15 feet of the curb.
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
Clear Zones (LDM 2.3.(5))	<ul style="list-style-type: none"> 25 ft corner clearance required. Refer to Zoning Section 5.9 Road Commission for Oakland County guidelines are to be followed for roads under their jurisdiction. 	No	No	Please show the RCOC clear vision zone and keep all trees and other plantings taller than 30" out of it.
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, C, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)				
A = Total square	A = x SF x 7.5% = A sf	NA		

Item	Required	Proposed	Meets Code	Comments
footage of vehicular use area up to 50,000 sf x 7.5%				
B = Total square footage of additional paved vehicular use areas over 50,000 SF) x 1 %	$C = x \text{ SF} \times 1\% = B \text{ sf}$	NA		
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = 14304 \text{ SF} \times 5\% = 715 \text{ sf}$			Please revise calculations to use I-1 zoning.
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5 %	$B = (x \text{ SF} - 50000) \times 0.5\% = B \text{ SF}$	NA		
All Categories				
C = A+B Total square footage of landscaped islands required	$C = 715 + 0 = 715 \text{ SF}$	1112 SF	Yes	
D = C/200 Number of canopy trees required	$715/200 = 4 \text{ Trees}$	6 trees	Yes	1. Revise calculations per new rules 2. Add trees on both ends of the 14 space bay endcaps (this will exceed numeric calculation, but they are required)
Parking Lot Perimeter Trees (Sec 5.5.3.C.iv)	1 Canopy tree per 35 lf $(490-40)/35 = 13 \text{ trees}$	14 trees	Yes	Perimeter trees can also be double-counted as deciduous canopy greenbelt trees in greenbelts.
Access way Perimeter Trees (Sec 5.5.3.C.iv)	1 Canopy tree per 35 lf (both sides of the drive) $(40*2)/35 = 2 \text{ trees}$	0 trees	No	1. Please add a calculation showing the access way perimeter tree calculation 2. Please add required trees. 3. A landscape easement will be required to plant trees on the adjacent property.
Parking land banked	NA	None		

Item	Required	Proposed	Meets Code	Comments
Other Landscaping				
Non-Residential Zoning Sec 5.5.3.E.iii & LDM 1.d (2) Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
Other Screening				
Screening of outdoor storage, loading/unloading (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)	Loading areas should be screened from Grand River Ave.	No outdoor storage areas are indicated	TBD	Provide proper screening for any loading area.
Transformers/Utility boxes (LDM 1.e from 1 through 5)	<ul style="list-style-type: none"> ▪ A minimum of 2ft. separation between box and the plants ▪ Ground cover below 4" is allowed up to pad. ▪ No plant materials within 8 ft. from the doors 	Utility box is located at south end of building and is properly screened.	Yes	<ol style="list-style-type: none"> 1. Please add a note indicating that the screening shrubs shall be maintained at a height at least as tall as the utility box. 2. NOTE: The shrubs around the dumpster enclosure are not required.
Building Foundation Landscape Requirements (Sec 5.5.3.D)				
Interior site landscaping SF	<ul style="list-style-type: none"> ▪ Equal to entire perimeter of the building (less paved access areas – not entire paved walk as is proposed on east side of building) x 8 with a minimum width of 4 ft. ▪ (81*2+134*2-2*5-5*3) If x 8ft = xx SF ▪ 405*8 = 3120 sf ▪ At least 75% of the building foundation must be landscaped. (Ideally, a much of the building as possible would have landscaping, more than 75%) 	<ul style="list-style-type: none"> ▪ 3550 SF ▪ More than 75% of the building/play area is landscaped. 	No	<ol style="list-style-type: none"> 1. A landscape waiver is required for any foundation landscaping not provided at the base of the building. 2. <i>As the area away from the foundation is very close to the building, the waiver is supported by staff.</i> 3. <u>Please provide detailed foundation landscape plans in Final Site Plans.</u>
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	71/81lf (88%) of the building facing Grand River will be landscaped.	Yes	
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> ▪ Clusters of large native shrubs shall cover 70-75% of the basin rim area 	<ul style="list-style-type: none"> ▪ None proposed ▪ Underground storm water detention system 	TBD	If a surface detention basin is proposed, please provide the required detention

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> ▪ 10" to 14" tall grass along sides of basin ▪ Refer to wetland ordinance for basin mix 	is proposed.		basin landscaping.
Phragmites Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> ▪ Any and all populations of <i>Phragmites australis</i> on site shall be included on tree survey. ▪ Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site. 	<ul style="list-style-type: none"> ▪ None indicated ▪ A note has been added stating that all Phragmites and purple loosestrife will be eliminated as soon as they appear. 	Yes	
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				
Installation date (LDM 2.i. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> • Provide intended dates • Should be between March 15 and November 15. 	Between Mar 15 and Nov 15	Yes	
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> ▪ Include statement of intent to install and guarantee all materials for 2 years. ▪ Include a minimum one cultivation in June, July and August for the 2-year warranty period. 	Both notes are provided.	Yes	
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
Irrigation plan (LDM 2.s.)	<ul style="list-style-type: none"> ▪ A fully automatic irrigation system and a method of draining is required with Final Site Plan. ▪ If irrigation is not provided, information regarding how site plantings will get sufficient water for establishment and long-term survival must be provided. 	No	No	<u>Need for final site plan</u>
Other information (LDM 2.u)	Required by Planning Commission	NA		

Item	Required	Proposed	Meets Code	Comments
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	Yes	Yes	
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	Yes	Yes	
Plant List (LDM 2.h., 4) – Include all cost estimates				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		<ul style="list-style-type: none"> ▪ 7 of 14 species used (50%) are native to Michigan ▪ Tree diversity meets requirements of the Landscape Design Manual 	No	When foundation plantings are provided, please make sure that at least (preferably more) 50% of all species used on the site are native to Michigan.
Type and amount of lawn		Seed and Sod quantities are provided	Yes	
Cost estimate (LDM 2.t)		For all new plantings, mulch and sod as listed on the plan	Yes	Yes
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Multi-stem Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	
Plant Materials & Existing Plant Material (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	No trees are shown as being removed	Yes	
Landscape tree credit (LDM3.b.(d))	<ul style="list-style-type: none"> ▪ Substitutions to landscape standards for preserved canopy 	None taken		

Item	Required	Proposed	Meets Code	Comments
	trees outside woodlands/ wetlands should be approved by LA. <ul style="list-style-type: none"> Refer to Landscape tree Credit Chart in LDM 			
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	Refer to Landscape Design Manual for requirements	Yes	Yes	
Plant size credit (LDM 3.c.(2))	NA	None		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	None proposed	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	No trees are proposed under the utility lines.	Yes	Please move canopy trees along north property line back to provide at least 20 feet to overhead utility line.
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. Refer to section for additional information 	Yes	Yes	

NOTES:

- This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
- The section of the applicable ordinance or standard is indicated in parenthesis. For the landscape requirements, please see the Zoning Ordinance landscape section 5.5 and the Landscape Design Manual for the appropriate items under the applicable zoning classification.
- Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.

WOODLAND REVIEW



ECT No. 190288-0100

May 9, 2019

Ms. Barbara McBeth, AICP
City Planner, Community Development Department
City of Novi
45175 West Ten Mile Road
Novi, MI 48375

Re: Pet Suites (JSP19-0018)
Woodland Review of the Preliminary Site Plan (PSP19-0066)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Pet Suites project prepared by PEA, Inc. dated April 19, 2019 and stamped "Received" by the City of Novi Community Development Department on April 22, 2019 (Plan). The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. ECT completed a review of the pre-application package submittal in a memo dated April 4, 2019 and conducted a woodland evaluation for the property on May 8, 2019.

ECT currently recommends approval of the Preliminary Site Plan for Woodlands. The Plan does not propose any impacts to Regulated Woodlands. No further Woodland Review of the Plan is required as long as the limits of disturbance remain unchanged. It should be noted that the site does contain wetlands and 25-foot wetland setbacks, however the proposed limits of disturbance remains out of these areas.

The following woodland related items are required for this project:

Item	Required/Not Required/Not Applicable
Woodland Permit	Not Required
Woodland Fence	Required
Woodland Conservation Easement	Not Required

The proposed development is located south of Grand River Avenue and east of Beck Road in Section 16. The Plan includes the construction of a 10,980 square foot building, associated parking, utilities and underground stormwater storage facilities at this location. The majority of the proposed limits of disturbance area appears to be relatively open, previously cleared land.

Based on our review of the Plan, Novi aerial photos, Novi GIS, City of Novi Official Wetlands and Woodlands Map (see Figure 1), and on-site evaluation, this proposed project site contains areas indicated as Regulated Woodlands as well as Regulated Wetlands. The area mapped as regulated woodland is located south of the proposed limits of disturbance for the project. Impacts to regulated woodlands are not proposed.

The purpose of the Woodlands Protection Ordinance is to:

2200 Commonwealth
Blvd., Suite 300
Ann Arbor, MI
48105

(734)
769-3004

FAX (734)
769-3164

- 1) *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
- 2) *Protect the woodlands, including trees and other forms of vegetation, of the city for their economic support of local property values when allowed to remain uncleared and/or unharvested and for their natural beauty, wilderness character of geological, ecological, or historical significance; and*
- 3) *Provide for the paramount public concern for these natural resources in the interest of health, safety and general welfare of the residents of the city.*

What follows is a summary of our findings regarding on-site woodlands associated with the proposed project.

On-Site Woodland Evaluation

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite Woodland Evaluation on May 8, 2019. ECT's in-office review of available materials included the City of Novi Regulated Woodland map and other available mapping. As noted above, area located on the southern portion of the property (south of the proposed limits of disturbance) is mapped as City of Novi Regulated Woodlands on the official City of Novi Regulated Wetland and Watercourse Map (see Figure 1). The area included within the project's limits of disturbance primarily consists of open, previously cleared land. Areas of wetland, 25-foot wetland setback, and regulated woodland are located south of the proposed limits of disturbance.

An existing tree list and tree survey have been provided on the *Tree Survey Plan* (Sheet T-1.0). This Plan identifies tree tag numbers, diameter-at-breast-height (DBH), common/scientific names, condition, and removal status. This plan indicates that no regulated trees are proposed for removal. It should be noted that during our site visit several tree stumps along the north side of the site (adjacent to Grand River) were observed. These trees are not considered regulated by the City of Novi due to their location (i.e., located outside of the area currently indicated as regulated on the City's Regulated Woodlands Map. In addition, a review of historic site aerial photos indicates that the current project limits area has essentially been cleared since the 1940's. The surveyed trees have been marked with aluminum tree tags allowing ECT to compare the tree diameters reported on the Plan to the existing tree diameters in the field. ECT found that the Plan appears to accurately depict the location, species composition and the size of the existing trees. ECT took a sample of diameter-at-breast-height (DBH) measurements and found that the data provided on the Plan was consistent with the field measurements.

As noted all regulated trees are located south of the projects proposed limits of disturbance. In general, the majority of the on-site trees are red maple (*Acer rubrum*), cottonwood (*Populus deltoides*), green ash (*Fraxinus pennsylvanica*), American elm (*Ulmus americana*), box elder (*Acer negundo*), and black willow (*Salix nigra*).

In terms of habitat quality and diversity of tree species, the overall limits of disturbance consist of previously cleared land void of regulated trees, wetlands, or 25-foot wetland setbacks. The Regulated Woodlands area located south of the limits of disturbance consists of good quality trees. In terms of a scenic asset, wildlife habitat, windblock, noise buffer or other environmental asset, the forested area located on the south side of the subject site is considered to be of good quality. As noted above, the southern portion of the site is mapped as Regulated Woodland (and Wetland) on the City of Novi's Regulated Woodland Map.

City of Novi Woodland Review Standards & Woodland Permit Requirements

Based on Section 37-29 (*Application Review Standards*) of the City of Novi Woodland Ordinance, the following standards shall govern the grant or denial of an application for a use permit required by this article:

No application shall be denied solely on the basis that some trees are growing on the property under consideration. However, the protection and conservation of irreplaceable natural resources from pollution, impairment, or destruction is of paramount concern. Therefore, the preservation of woodlands, trees, similar woody vegetation, and related natural resources shall have priority over development when there are location alternatives.

In addition,

“The removal or relocation of trees shall be limited to those instances when necessary for the location of a structure or site improvements and when no feasible and prudent alternative location for the structure or improvements can be had without causing undue hardship”.

The City of Novi regulates all trees 8-inches diameter-at-breast-height (DBH) and greater that are located within the areas delineated as regulated woodlands on the City-Regulated Woodlands Map. The City also regulates any individual tree greater than or equal to 36-inches DBH, irrespective of whether such tree is within a regulated woodland. The current Plan does not propose the removal of any regulated woodland trees.

Proposed Woodland Impacts and Replacements

As noted above, the Plan does not propose the removal of any regulated trees. No Woodland Replacement Credits are required.

Recommendation

ECT currently recommends approval of the Preliminary Site Plan for Woodlands. The Plan does not propose any impacts to Regulated Woodlands. No further Woodland Review of the Plan is required as long as the limits of disturbance remain unchanged. It should be noted that the site does contain wetlands and 25-foot wetland setbacks, however the proposed limits of disturbance remains out of these areas.

If you have any questions regarding the contents of this letter, please contact us.

Respectfully submitted,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.



Pete Hill, P.E.
Senior Associate Engineer

cc: Lindsay Bell, City of Novi Planner
Sri Komaragiri, City of Novi Planner
Rick Meader, City of Novi Landscape Architect
Hannah Smith, City of Novi Planning Assistant

Attachments: Figure 1 – City of Novi Regulated Wetland & Woodland Map
Site Photos

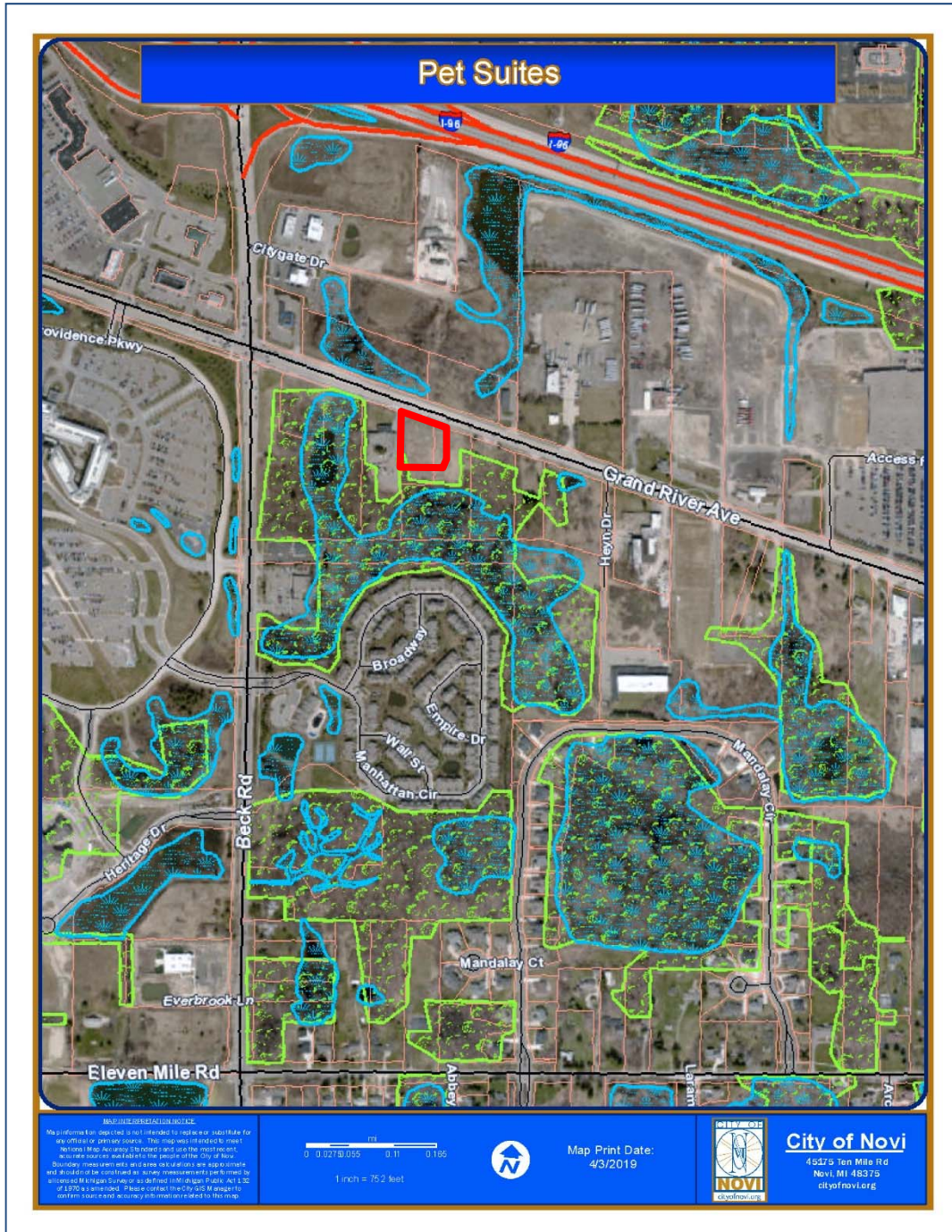


Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate project boundary shown in red). Regulated Woodland areas are shown in green and Regulated Wetland areas are shown in blue.

Site Photos



Photo 1. Looking east along north side of project. Several non-regulated trees have been cut along Grand River Avenue (ECT, May 8, 2019).



Photo 2. Several non-regulated trees have been cut along Grand River Avenue (ECT, May 8, 2019).



Photo 3. Looking southwest at project site from near Grand River Avenue. The majority of the site consists of previously cleared, open land (ECT, May 8, 2019 June 5, 2018).



Photo 4. Looking southeast at area of Regulated Woodland (and forested wetland) located south of the proposed limits of disturbance. This area will be preserved (ECT, May 8, 2019).



Photo 5. Looking north towards Grand River Avenue from area near the proposed southern limits of disturbance. The majority of the site consists of previously cleared, open land (ECT, May 8, 2019).



Photo 6. Looking east along the south portion of the proposed project limits. Cut trees, likely unregulated trees from the north section of the site adjacent to Grand River Avenue, were located on this portion of the site (ECT, May 8, 2019).

TRAFFIC REVIEW



AECOM
 27777 Franklin Road
 Southfield
 MI, 48034
 USA
 aecom.com

Project name:
 JSP19-18 Pet Suites Preliminary Traffic Review

From:
 AECOM

Date:
 May 10, 2019

To:
 Barbara McBeth, AICP
 City of Novi
 45175 10 Mile Road
 Novi, Michigan 48375

CC:
 Sri Komaragiri, Lindsay Bell, George Melistas, Darcy
 Rechten, Hannah Smith, Kate Richardson

Memo

Subject: JSP19-18 Pet Suites Preliminary Traffic Review

The preliminary site plan was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, LVP LTD, is proposing a 10,980 SFT pet boarding facility on Grand River Avenue, east of Beck Road.
2. Grand River Avenue is under the jurisdiction of the Road Commission for Oakland County (RCOC).
3. The parcel is currently zoned I-1 (Light Industrial) and not zoning changes are proposed.
4. Summary of traffic-related waivers/variances:
 - a. **A waiver for same side driveway spacing will be required.** The ordinance requires 275' of spacing, however there is no reasonable access point for the site that meets those requirements. AECOM would support this waiver, as the applicant centered the driveway on the parcel to allow for development of adjacent parcels.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 10th Edition, as follows.

ITE Code: 640 – Animal Hospital/Veterinary Clinic
 Development-specific Quantity: 10,980 square feet
 Zoning Change: N/A

Trip Generation Summary				
	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	40	27	100	No

PM Peak-Hour Trips	45	27	100	No
Daily (One-Directional) Trips	236	N/A	750	No

2. The above land use was determined to be the best match available based on descriptions, however the development may experience different trip peaks and total trips than those listed here.
3. The number of trips does not exceed the City’s threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour. AECOM recommends performing the following traffic impact study in accordance with the City’s requirements.

Trip Impact Study Recommendation	
Type of Study:	Justification
None	Trips do not exceed thresholds

EXTERNAL SITE ACCESS AND OPERATIONS

The following comments relate to the external interface between the proposed development and the surrounding roadway(s).

1. The applicant is proposing one driveway on Grand River Avenue.
 - a. The proposed radii is in compliance with Figure IX.1 of the City’s Code of Ordinances.
 - b. The 36’ width meets the standard width as shown in Figure IX.1.
2. There are no proposed modifications to Grand River Avenue.
3. The applicant should include sight distance measurements for the driveway along Grand River Avenue. Refer to Figure VIII-E of the City’s Code of Ordinances for more information.
4. The applicant has dimensioned the driveway spacing along Grand River Avenue. Section 11.216.d and Figure IX.12 of the City’s Code of Ordinances require 275’ driveway spacing for same side commercial approaches on a road with a speed limit of 50 mph or more. The applicant has indicated 232’ and 233’ centerline to centerline spacing. **A waiver will be required for same side driveway spacing.**
5. There is existing sidewalk along Grand River Avenue for the length of the property and the applicant is proposing sidewalk ramps at the proposed driveway.

INTERNAL SITE OPERATIONS

The following comments relate to the on-site design and traffic flow operations.

1. General Traffic Flow
 - a. The applicant has indicated the size and location of the proposed loading zone, 765 SF in the form of 5 parking spaces that are designated no parking from 9 am to 11 am, and should refer to Section 5.4.3 of the City’s Zoning Ordinance to ensure compliance with City standards.
 - i. The applicant has provided truck travel patterns throughout the site that confirms accessibility to/from the loading zone.
 - b. The applicant has indicated aisle widths throughout the site that meet the minimum requirement.
 - c. The applicant has included dimensions for the radii of the proposed end islands throughout the site that are in compliance with City requirements as stated in Section 5.3.12 of the Zoning Ordinance.
 - i. All end islands adjacent to a travel way have been dimensioned to be three (3) feet shorter than the adjacent parking space.

- d. The applicant has indicated one trash receptacle location on the south side of the site.
 - i. The applicant has confirmed that the trash receptacle is accessible by trash collection vehicles via turning movement paths.
 - ii. The location of the trash receptacle may diminish the ability for vehicles to exit the nearest parking space; however, it is not expected to diminish accessibility beyond acceptable levels for long durations.
2. Parking Facilities
- a. The applicant is proposing 27 parking spaces. The applicant should refer to Section 5.2.12 of the City's Zoning Ordinance as well as the Planning Review Letter for parking quantity requirements.
 - b. The applicant has ensured that there are no more than 15 parking spaces adjacent to each other without an island.
 - c. The applicant has indicated 17' long parking spaces.
 - i. The applicant should refer to Section 5.3.2 of the City's Zoning Ordinance and provide curb heights throughout the site.
 - 1. A 6" curb height is required for all landscaped areas.
 - 2. The applicant has indicated 4" curbs along the east side of the building at the 17' parking spaces. Other curb heights have not been indicated.
 - ii. The applicant has proposed bumper blocks with 17' spaces. The bumper blocks should be 4" in height when installed with a 17' space. The detail currently calls for 6" bumper blocks.
 - iii. The applicant has proposed two (2) accessible spaces with one (1) designated as van accessible.
 - iv. The accessible parking space dimensions are in compliance with City standards.
 - d. Two (2) bicycle parking spaces are required per Section 5.16.1 of the City's Zoning Ordinance and the applicant is proposing two (2) spaces.
 - i. The applicant has indicated the layout of bicycle parking.
 - ii. The applicant should include the design of the bicycle rack to ensure compliance with the 36" minimum height requirement per Section 5.16.5.B of the City's Zoning Ordinance.
 - iii. The applicant should note that a 6' path is required from the bicycle parking to the street. The 5' sidewalk leading to the ramp should be widened 1' to fulfill this requirement. Refer to Section 5.16 of the City's Zoning Ordinance for more information regarding the City requirements.
3. Sidewalk Requirements
- a. The applicant has indicated where sidewalks are proposed on the site along with dimensions.
 - i. The applicant has included a sidewalk connection to the facilities from the street.
 - ii. Sidewalks throughout the site meet the required minimum of 5' wide.
 - iii. Note that when a 17' parking space abuts a sidewalk, the sidewalk shall be four inches in height and a minimum of 7' wide to accommodate a 2' vehicle overhand and provide 5' of unobstructed travel way for non-motorized users.
 - b. The applicant should label all sidewalk ramps on the plans. The applicant has included the latest Michigan Department of Transportation (MDOT) sidewalk ramp detail.
 - i. Note that sidewalk ramps are required near the accessible parking spaces.

SIGNING AND STRIPING

- 1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). The following is a discussion of the proposed signing and striping.
 - a. The applicant has provided a signing table but should include additional details (MMUTCD designation, quantity, and proposed size) in future submittals.
- 2. The applicant should provide notes and details related to the proposed signing.
 - a. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.

Memo

- b. Traffic control signs shall use the FHWA Standard Alphabet series.
 - c. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements.
3. The applicant has included parking space striping notes to indicate that:
 - a. The standard parking spaces shall be striped with four (4) inch white stripes.
 - b. The accessible parking space and associated aisle should be striped with four (4) inch blue stripes.
4. The applicant should include a note stating that where a standard space is adjacent to an accessible space, abutting blue and white stripes shall be installed.
5. The applicant has provided a detail for the proposed international symbol for accessibility pavement markings that may be placed in the accessible parking space.

Should the City or applicant have questions regarding this review, they should contact AECOM for further clarification.

Sincerely,

AECOM



Patricia Thompson, EIT
Traffic Engineer



Josh A. Bocks, AICP, MBA
Senior Transportation Planner/Project Manager

FAÇADE REVIEW



May 9, 2019

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

Façade Review Status Summary:
Approved, Section 9 Waiver Recommended

Re: **FACADE ORDINANCE REVIEW Preliminary Site Plan**
Pet Suites, JSP19-18
 Façade Region: 1, Zoning District: I-1

Dear Ms. McBeth;

The following is the Façade Review for the above referenced project based on the drawings prepared by GPD Group Architects, dated 4/17/19. The percentages of materials proposed for each façade are as shown on the table below. The maximum and minimum percentages required by Ordinance Section 5.15 are shown in the right hand column. Materials that are in noncompliance with the Ordinance, if any, are identified in bold. The building is located within 500’ of a major thoroughfare and therefore falls in Façade Region 1.

	North (Front)	South	West	East	Ordinance Maximum (Minimum)
Brick	77%	36%	36%	38%	100% (30% Minimum)
EIFS	32%	0%	23%	23%	25%
Limestone (Split Faced)	8%	7%	1%	2%	50%
Flat Metal Panels	0%	57%	40%	37%	50%

As shown above, the percentage of EIFS exceeds the maximum amount allowed by the Ordinance on the north façade, and the percentage of Flat Metal Panels exceeds the maximum amount allowed by the Ordinance on the south façade. In the case of the north façade, the percentage EIFS is consistent with overall composition of the façade and reducing the percentage of EIFS would not increase the overall appearance of the building. In the case of the south façade, the overage of Flat Metal Panels represent a comparatively small amount (7%) and occur on secondary elevation that is not readily visible from the major thoroughfare. The design employs a raised parapet on the east façade which substantially conceals the standing seam roof beyond. It should be noted that metal panels with ribs greater than 1/8” in depth would be considered Ribbed Metal Panels which are not permitted in Façade Region 1. The dumpster detail indicates that the enclosure wall will be constructed of brick matching the primary building.

Recommendation – For the reasons stated above it is our recommendation that the design is consistent with the intent and purpose of the Façade Ordinance and that a Section 9 Waiver be granted for the overage of EIFS on the north façade and the overage of Flat Metal Panels on the south façade.

Notes to the Applicant:

1. It should be noted that all roof top equipment must be concealed from view from all vantage points both on-site and off-site using extended parapets or roof screens constructed of materials in compliance with the Façade Ordinance.

2. The signs and logos indicated do not appear to detract from the buildings design. However, it should be noted that the Façade Ordinance does not permit façade materials to form a background or component of a sign (Section 5.15.2). Therefore, all signs and logos must comply with the City’s Sign Ordinance in all respects.

3. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board (in this case the adjacent existing material) will be compared to materials to be installed. It is the applicant’s responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department’s Online Inspection Portal with the following link. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”. <http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

If you have any questions regarding this review, please do not hesitate to call.

Sincerely,
DRN & Architects PC



Douglas R. Necci, AIA

FIRE REVIEW



April 29, 2019

TO: Barbara McBeth- City Planner
Sri Ravali Komaragiri- Plan Review Center
Lindsay Bell-Plan Review Center
Hannah Smith-Planning Assistant

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
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Ramesh Verma

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Jeffery R. Johnson

Assistant Chief of Police
Erick W. Zinser

Assistant Chief of Police
Scott R. Baetens

RE: Pet Suites

PSP# 19-0066
PSP# 19-0052 (Pre-App)

Project Description:

Build a 10,980 S.Q.F.T. structure off of Grand River east of Beck Rd.

Comments:

- All fire hydrants **MUST** in installed and operational prior to any building construction begins.
- **MUST** add additional fire extinguishers to the plans.(IFC 906.3(1)). Maximum travel distance is 75'.
- **CORRECTED 4/29/19 KSP-FDC MUST** be put on the plans for review.
- FDC location **MUST** be within 100' from a fire hydrant. FDC **MUST** be mounted on the street side of the structure. (IFC 2012 912.2.3.)
- **CORRECTED 4/29/19 KSP**-All water mains **MUST** be put on the plans for review.
- **CORRECTED 4/29/19 KSP**-Fire suppression lead and the domestic lead for the structure **MUST** be separate from water main to building.

Recommendation:

APPROVED WITH CONDITIONS

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', with a horizontal line extending to the right.

Kevin S. Pierce-Fire Marshal
City of Novi – Fire Dept.

cc: file

Novi Public Safety Administration
45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

APPLICANT RESPONSE LETTER



Civil Engineers | Land Surveyors | Landscape Architects

experienced. responsive. passion for quality.

Branch Office: 7927 Nemco Way, Suite 115 • Brighton, MI 48116
t: 517.546.8583 • f: 517.546.8973 • www.peainc.com

Date June 5, 2019
PEA Project No: 2018-294

Lindsay Bell
Planner
City of Novi
45175 Ten Mile Road
Novi, MI 48375

**RE: Preliminary Site Plan Review
Petsuites Novi
City File Number: JSP 19-18**

Dear Ms. Bell:

This office is in receipt of your review letter dated May 15th, 2019, regarding the subject development.

Please note the following clarifications. The revisions will be completed for the Final Site Plan submittal.

Planning Review

1. Loading Zone- The 17'x45' loading zone shown on the plans will be designated as loading zone only and will not be shared parking and loading on the Final Site Plan (FSP).
2. Bike Parking Access- The sidewalk connection from Grand River Ave. to the bike parking area will be revised to be 6' wide on the FSP.
3. Pet Boarding Facility Noise:

PetSuites employs a variety of facility design and operational approaches to minimize the potential noise from its pet daycare, boarding and grooming business. These include:

Site selection/design

The location of the proposed development site in Novi is more than 600' feet from the closest residential home and is located adjacent to commercial uses ranging from general commercial retail to heavy industrial. The development plan is designed to provide significant buffering and protections for the adjacent residential, and will be a significant improvement over the current condition of the site, which has remained undeveloped and open for many years.

The proposed facility's outdoor play area is enclosed by a solid 7' vinyl fence. The vinyl fence is a barrier that mitigates sound travel. Hard concrete surfaces are limited in the exterior play areas with artificial turf being used for a majority of this area. Artificial turf is similar to carpeting, and absorbs / deadens sound. This also helps create a healthy environment for dogs to play and exercise. The outdoor play area also has covered fabric canopy structures that help provide cover from the elements and provide additional sound attenuation benefits.

Building design

The new state of the art building is constructed with materials that dampen indoor noise from emanating to the outside of the building. The exterior walls of the building are constructed of a combination of masonry, EIFS, and metal panels. Masonry walls are a great barrier to sound due to their mass and EIFS is a good sound absorbing material due to the insulation associated with the product. The building's entire perimeter walls and roof are fully insulated with a layer of sound attenuating batt insulation. This insulation will absorb a majority of the sound from the interior of the building.

Additional sound management approaches used in the design of the building include having the indoor main kennel area of the building separated from the building's front door entry foyer to dampen any noise coming from the main kennel area when the front door is opened, and kennel areas are broken up into small groups of kennels to help compartmentalize and confine sounds inside of the building.

Operational

Dogs are kept indoors between the hours of 7:00 pm and 6:30 am. No dogs are outdoors in the play area during the evening and night hours.

Dogs are under the supervision of trained employees at ALL times when in the outdoor play area. They are never left unattended.

Dogs are kept engaged by employees at all times when they are outdoors to minimize boredom which is often the cause of barking.

Night Time Hours

Night time noise levels are managed by keeping the dogs indoors during these hours. The building design (see above) ensures that the noise levels from the PetSuites facility is contained within the development.

Day Time Hours

The daytime noise levels produced by the proposed PetSuites & Spa facility should be consistent with that of the adjacent commercial/industrial uses and the Grand River Avenue traffic noise. The facility's proposed location is such that generated daytime noise levels should not have any impact on the neighboring residential properties.

4. Pet Boarding Facility Odor

Waste Management and Odor Control

All PetSuites resort facilities follow the same stringent protocol for disposal of solid waste. Any solid matter found in a suite or an outdoor play yard is immediately scooped and placed into a Rubbermaid® Brute® (32 Gallon) covered trash can. All trash cans are lined with a Member's Mark (55 Gallon) Simple Tie (1.1mm) black trash bag. At the end of the business day, each trash can liner is replaced with a fresh bag. The removed trash bag is individually tied and disposed of in a central site dumpster. The site dumpster is emptied regularly by the local waste management company. Every occupied canine and feline room is cleaned daily. Surfaces, including the floor, are sprayed daily with a disinfectant foam called Envirocide, then scrubbed and rinsed into trench drains with water. Rooms are then squeegeed dry. In addition to this daily cleaning routine, the indoor facilities are spot cleaned on an ongoing basis, using the same approach outlined above. In the same manner as indoor, the exterior play yard is cleaned daily. All surfaces, including the concrete yards, are sprayed using a diluted bleach-filled foam gun, then rinsed with water.

PetSuites resorts take great pride in its lodging, and grooming environments; ensuring they are cleaned and appropriately managed for the benefit of its pet guests and employees.

Cleaners and Solvents

Envirusol - Disinfectant/Sanitizer; Cleaner (2 oz. per gallon)

Daily disinfectant used for fully disinfecting and spot cleaning all suites and townhouses

Leave Envirusol on surface for 10 minutes to fully disinfect

Used in scooper and mop buckets; changed daily

Applied with Hydrofoamer that provides accurate dilution ratio

Controls odor in kennel

Clorox Bleach - Disinfectant/Sanitizer; Cleaner (4 oz. per gallon)

Used twice daily as a disinfectant for outdoor play yards

Leave Clorox Bleach on surface for 10 minutes to fully disinfect

Used in mop buckets for cleaning lobby

Disinfects to kill 99.9% of germs and bacteria

Turf Kleanz - Bio-enzymatic Cleaner and Odor Control Agent for outdoor areas (4-8oz per gallon)

Used weekly to degrade odor producing organic matter

Applied to synthetic turf in outdoor play yards

Liquefies animal waste

Applied with Hydrofaomer that provides accurate dilution ratio

Controls odor in play yards

This product does not require rinsing once applied

Planning Review Chart

1. Parking Setback- The site data table will be updated with the required setbacks on the FSP.
2. Bicycle Parking General Requirements- The bike rack detail will be shown and the access sidewalk will be widened to 6' on the FSP.
3. Loading Spaces- The 17'x45' loading zone shown on the plans will be designated as loading zone only and will not be shared parking and loading on the Final Site Plan (FSP). This would bring the total proposed parking down to 22 spaces, which is still more than the required 13 spaces.
4. Wastes- The process for waste removal will follow the MI Dept of Public Health standards. See above for pet waste disposal and cleaning protocol for Petsuites.
5. Noise- See above response for how noise will be minimized.
6. Hazardous Materials Checklist- The checklist will be provided with FSP.
7. Pedestrian Connectivity- The sidewalk connection from Grand River Ave. to the bike parking area will be revised to be 6' wide on the FSP.
8. Economic Impact Information- PetSuites of America will be constructing a brand new 10,000+ square foot state of the art facility, investing more than \$3 million in Novi. The new facility will employ 20-25 people and construction of the facility will create an additional estimated 25 construction jobs. Completion of the project will enhance Novi's property tax base.

Engineering Review

1. The ties will be shown on the FSP.
2. The Non-Domestic User Survey will be submitted with FSP.
3. The sight distance measurements will be shown on the FSP.
4. We are requesting the same-side/opposite-side driveway waiver from Planning Commission.
5. The 60 ft half ROW will be shown on the FSP.
6. A note and traffic sign table will be shown on the FSP.
7. A construction materials table will be provided on the FSP.
8. A utility crossing table will be provided on the FSP.
9. A dewatering note will be added on the FSP.
10. Soil borings will be provided with the FSP submittal.
11. No response required.
12. The standard detail sheets will be provided with the FSP submittal.
13. A profile for the 8" WM will be shown on the FSP.
14. An easement will be shown on the FSP.
15. MDEGLE permit sets will be provided to the City.
16. A sanitary sewer basis of design will be shown on the FSP.
17. A note will be added on the FSP.
18. The plunge pool water will be discharged through the Sanitary Sewer on FSP.
19. Jack and Bore will be called out on FSP.
20. Will be provided on FSP.
21. A schedule listing will be provided on FSP.
22. Roof Conductors will be shown on FSP.
23. No response required.
24. Access easements will be shown on the FSP.
25. Pretreatment details and calcs will be shown on the FSP.
26. Soil borings will be provided with FSP.
27. Will be provided on FSP.
28. Inspection ports will be shown on FSP.
29. Maintenance manholes will be shown on FSP.
30. Elevations for the detention system will be shown on FSP.
31. No response required.
32. Spot elevations will be shown on the FSP.
33. Barrier free regulations will be followed.
34. A note will be added on the FSP.
35. Spot grades will be provided on the FSP.
36. Curb heights will be called out on the FSP.
37. A detail for the retaining wall will be shown on the FSP.
38. A note will be added on the FSP.
39. A SESC permit will be applied for.
40. No off-site utility easements are anticipated.
41. A letter will be submitted with the FSP.
42. An itemized cost estimate will be submitted with the FSP.
- 43-47 Will be submitted with the Stamping Set.
- 48-61 Will be addressed prior to construction.
- 62-70 Will be addressed prior to a TCO.

Landscape Review

1. Proposed lights will be added to the landscape plan (LA) on the Final Site Plan (FSP).
2. All tree/utility and tree/light conflicts will be resolved on the FSP.
3. Protective Tree fencing will be added on the FSP.
4. The berm will be revised on the FSP.
5. The berm will be revised on the FSP.
6. The calculations will be revised on the FSP.
7. A waiver is requested for the lack of street trees due to the lack of room in the ROW (supported by staff).
8. The calculations will be corrected on the FSP.
9. Endcap trees will be provided on the FSP.
10. A landscaping easement will be provided on the FSP.
11. A waiver is requested for the location of some foundation landscaping away from foot of building (supported by staff).

Landscape Review Chart

1. Project Address- Will be shown on FSP.
2. Existing and Proposed Utilities- Tree fencing will be added on FSP.
3. Proposed grading- The berm will be revised on the FSP.
4. Walls- A retaining wall detail will be added on the FSP.
5. Minimum berm height- the berm will be revised on the FSP.
6. Canopy deciduous or large evergreen trees- The calculations will be revised, the canopy tree locations revised and the easements shown on the FSP.
7. Sub-canopy deciduous trees- Will be revised for FSP.
8. Canopy deciduous trees in area between sidewalk and curb- The clear vision zone will be provided. The waiver is requested as above.
9. Parking Lot Islands- The widths will be dimensioned; the island will be enlarged on the FSP.
10. Contiguous space limit- Trees will be added on FSP.
11. Plantings around Fire Hydrant- Will be revised on FSP.
12. Clear Zones- Will be revised on FSP.
13. Calculations- Will be revised on FSP.
14. Parking Lot Perimeter Trees- Noted.
15. Access way perimeter trees- Calcs, trees and easement will be added on the FSP.
16. Screening- Proper screening will be provided on the FSP.
17. Transformer/Utility Boxes- A note will be added on the FSP.
18. Interior Site Landscaping- A waiver is requested as above.
19. Plant List- The species used will be verified on FSP.
20. Recommended Trees for planting under overhead utilities- Will be revised on FSP.

Wetlands & Woodlands Review

No response required.

AECOM Traffic Review

1. A waiver is requested for the same side driveway spacing (supported by AECOM).
2. The bike parking rack detail will be provided on the FSP.
3. The sidewalk connection from Grand River Ave. to the bike parking area will be revised to be 6' wide on the FSP.
4. Additional sign details will be provided on the FSP.

Facade Review

No response required.

Fire Department Review

1. The FDC will be relocated to the street side of the structure on the FSP.

If you should have any questions or require any additional information, please feel free to contact this office.

Sincerely,

PEA, Inc.



Jacob Holda, PE
Senior Staff Engineer



Thomas H. Dumond, PLA, LEED AP
Senior Project Manager