

MEMORANDUM



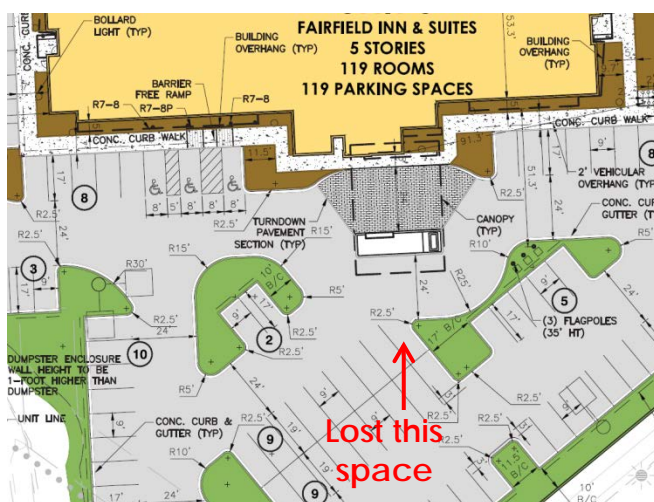
TO: MEMBERS OF THE PLANNING COMMISSION
THRU: BARBARA MCBETH, AICP, CITY PLANNER
FROM: SRI RAVALI KOMARAGIRI, PLANNER
SUBJECT: JSP 18-66 FAIRFIELD INN @ ADELL CENTER
DATE: JULY 19, 2019

The purpose of this memo is to provide some background information on the applicant's request for approval of reduction of minimum required parking from 119 spaces to 118 spaces in order to maintain a minimum of 24 feet wide drive aisle.

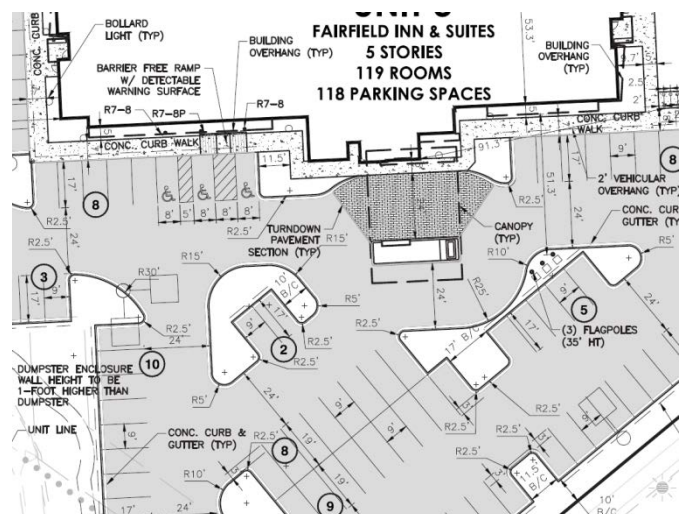
The subject property is part of a Planned Rezoning Overlay (PRO) request for the Adell Center Development, which was approved by the City Council at their October 22, 2018 meeting. An Amendment to the PRO agreement was approved by the City Council on June 17, 2019.

On June 26, 2019, the Planning Commission approved the Preliminary Site Plan and Storm Water Management plan for the subject parcel. Action summary is listed at the end of this letter. At that time, the Planning Commission has approved a reduction of minimum required parking spaces (124 spaces required, 119 spaces proposed); one of the parking spaces near the central island conflicts with the minimum 24 feet wide drive aisle. A minimum of 24 feet width drive aisle should be maintained throughout the site.

A revision to the site plan to address Traffic comments resulted in reduction of one parking space. It is still within the five percent reduction that is approvable by the Planning Commission. The Planning Commission is asked to approve the minor reduction, supported by staff to allow the applicant to move forward with the site plan approval process.



Previous Layout



Revised Layout

The following motion is suggested for approval

Approval – Reduction of one Parking space

In the matter of request of Novi Superior Hospitality, LLC, for the Fairfield Inn & Suites JSP18-66, motion to approve the reduction of minimum parking required, based on and subject to the following:

1. Planning Commission's approval of the deviation from standards of Sec. 5.12 for up to 5% reduction in minimum required parking (to be established by staff after reviewing the calculations provided) for each unit within the development subject to the individual users providing satisfactory justification for Planning Commission's approval of the parking reduction at the time of respective site plan approval; Planning Commission's approval to allow for reduction of minimum required parking spaces (124 spaces required, 118 spaces proposed), as noted in the PRO agreement:

JUNE 26, 2019 PLANNING COMMISSION MEETING ACTION SUMMARY

In the matter of request of Novi Superior Hospitality, LLC, for the Fairfield Inn & Suites JSP18-66, motion to approve the Preliminary Site Plan based on and subject to the following:

1. The following items are subject to Planning Commission's approval at the time of Preliminary Site Plan approval, as noted in the PRO agreement:
 - a. Planning deviation from standards of Sec. 5.12 for up to 5% reduction in minimum required parking (to be established by staff after reviewing the calculations provided) for each unit within the development subject to the individual users providing satisfactory justification for Planning Commission's approval of the parking reduction at the time of respective site plan approval; Planning Commission's approval to allow for reduction of minimum required parking spaces (124 spaces required, 119 spaces proposed);
 - b. Landscape waiver from Section 5.5.3.C.(3) Chart footnote for allowing landscape shrubs in lieu of required perimeter parking lot trees along western property line, due to conflicts with proposed underground storm water detention system, which is granted;
 - c. Planning deviation to allow placement of transformers in alternate locations instead of required rear yard, provided proposed locations conform to other code requirements and appropriate screening is provided at the time of Preliminary Site Plan review, subject to review and approval by the Planning Commission. This is applicable for Units 1, 2, 3, 5, 6, 7 and 8. Planning Commission's approval to allow transformer in an alternate location (Rear yard location required, interior side yard location proposed) due to location of the electrical room;
 - d. The applicant shall provide supporting data to justify the proposed loading area square footages, to be reviewed and approved by Planning Commission at the time of Preliminary site plan approval; Planning Commission's approval to allow for reduction of minimum required loading area (2,060 sf required, 153 sf provided) based on the largest truck information the applicant has provided;
 - e. A Section 9 waiver for overage of Patterned/Textured Siding (Nichiha Vistawood Cedar) (SP1) on the west façade (25 percent maximum allowed, 46 percent proposed), which is hereby granted;
2. The following deviations listed below are applicable for this site plan as noted in the approved PRO agreement:
 - a. Planning deviation from section 5.12 to allow lack of required frontage on public road for Units 1 through 8. Frontage for such units shall be in the private drive as shown in the PRO Plan, which shall be built to City Standards;
 - b. Planning deviation from section 3.1.25.D to allow reduction of minimum required front parking setback of 20 ft., from the proposed access easement. A minimum of 18 feet shall be permitted;
 - c. Planning deviation from section 3.1.25.D to allow reduction of minimum required interior side parking setback of 20 feet for the following units as shared access is proposed between parking lots:
 - d. Unit 3: minimum 15 feet along West and 5 feet along South
 - e. Planning deviation to allow placement of loading areas in alternate locations instead of required rear yard or interior side yard for double frontage lots, as listed below, provided proposed locations do not conflict with traffic circulation and appropriate screening will be provided at the time of Preliminary site plan review:
 - f. Unit 3: interior side yard (no double frontage)
 - g. The applicant shall provide supporting data to justify the proposed loading area square footages, to be reviewed and approved by Planning Commission at the time of Preliminary site plan approval;
 - h. Planning deviation from standards of Sec. 5.12 for up to 5 percent reduction in minimum required parking (to be established by staff after reviewing the calculations provided) for

- each unit within the development subject to the individual users providing satisfactory justification for Planning Commission's approval of the parking reduction at the time of respective site plan approval;
- i. Planning deviation to allow proposing the minimum required Open Space for each Unit as Common element spread within the development boundaries as shown in the Open Space Plan, provided the applicant restores the wetland/woodland on the southerly portion of the site pursuant to a plan meeting City ordinance requirements is submitted and approved at the time of Wetland permit/preliminary site plan approval, and provides the pedestrian walkway through the open space as proposed. (A minimum of 153 of total site area designed as permanently landscaped open areas and pedestrian plazas is required per section 3.27. I .F.);
 - j. Planning deviation from Section 5.7 .3.K. to allow exceeding the maximum spillover of 1 foot candle along interior side property lines provided the applicant submits a photometric plan that demonstrates that the average to minimum light level ratio is kept to the maximum allowable 4:1;
 - k. Planning deviation to allow exceeding the maximum spillover of 1 foot candle and approvable increase of the average to minimum light level ration from 4:1 within the Adell Drive pavement areas as listed in Section 5.7 .3.K. along access easements along Adell Drive, at the time of or Preliminary Site Plan review for the individual units;
 - l. Planning deviation to allow placement of transformers in alternate locations instead of required rear yard, provided proposed locations conform to other code requirements and appropriate screening is provided at the time of Preliminary Site Plan review, subject to review and approval by the Planning Commission. This is applicable for Units 1, 2, 3, 5, 6, 7 and 8.
 - m. Lighting and Photometric plans for all site plans for units within the development shall conform to the light levels indicated in the overall photometric plan and related deviations included in the PRO Agreement.
3. 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;
 4. At the time of final site plan review, turning radii shall comply with the minimum fire truck turning requirements.

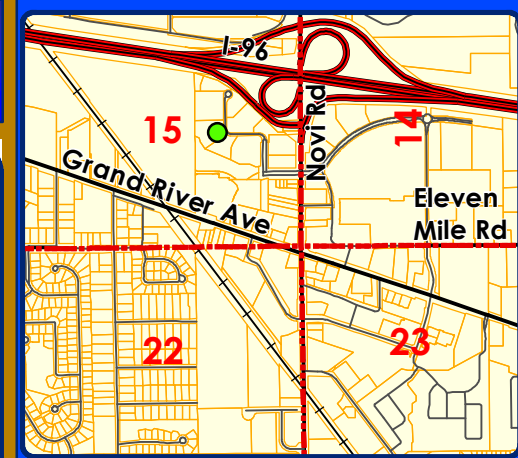
This motion is made because the plan is otherwise in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.

In the matter of request of Novi Superior Hospitality, LLC, for the Fairfield Inn & Suites JSP18-66, motion to approve the Stormwater Management Plan based on and subject to 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. This motion is made because it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.


MAPS
Location


JSP 18-66 FAIRFIELD INN AND SUITES

Location




LEGEND

 Sections

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

Map Author: Sri Komaragiri
Date: 06/21/19
JSP 18-66 Fairfield Inn & Suites
Version #: 1

0 40 80 160 240 Feet
1 inch = 190 feet



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.

REVISED SITE LAYOUT



GENERAL NOTES

- REFER TO ARCHITECTURAL PLANS TO VERIFY BUILDING DIMENSIONS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO SECURE ALL PERMITS AND POST ALL BONDS PRIOR TO CONSTRUCTION, OR ENSURE THAT ALL REQUIRED PERMITS AND BONDS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING MICHIGAN 811 -800-482-7171 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATION.
- THE CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR THE PROTECTION OF ALL EXISTING UTILITIES DURING CONSTRUCTION. ALL UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED WITH LIKE MATERIALS. THE EXACT LOCATION OF EXISTING UTILITIES SHALL BE LOCATED BY HAND DIGGING.
- DIMENSIONS ARE TO FACE OF CURBS, OUTSIDE FACE OF BUILDING, EDGE OF PAVEMENT, CENTER OF STRUCTURE OR OTHERWISE INDICATED.
- ALL FINISH MATERIALS AND OPERATIONS SHALL BE IN CONFORMANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.
- PARKING SPALL SPACES TO BE 4" SOLID WHITE PAINT STRIPES. HANDICAP PARKING TO BE 4" SOLID BLUE PAINT STRIPES W/ BARRIER FREE STRIPPING OF 4" SOLID BLUE @ 2" O.C. ON 45° ANGLE.
- FROM REVIEW OF THE CITY OF NOVI WETLANDS MAP, IT DOES NOT APPEAR THAT REGULATED WETLANDS EXIST ON THE SITE.
- FROM REVIEW OF THE CITY OF NOVI WETLANDS MAP, IT DOES APPEAR THAT REGULATED WETLANDS EXIST ON THE SITE.
- ALL WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 35 TONS ARE TO BE PROVIDED FOR FIRE APPARATUS PRIOR TO CONSTRUCTION OF THE BUILDING.
- THE BUILDING ADDRESS SHALL BE POSTED FACING THE STREET THROUGHOUT CONSTRUCTION. THE ADDRESS SHALL BE AT LEAST 3 FEET HIGH ON A CONTRASTING BACKGROUND.
- ALL WORK SHALL CONFORM TO THE CURRENT CITY OF NOVI STANDARDS AND SPECIFICATIONS.
- A CITY OF NOVI RIGHT-OF-WAY PERMIT IS REQUIRED FOR WORK WITHIN ANY PUBLIC ROAD RIGHT-OF-WAY AND/OR CITY EASEMENT.
- DETECTABLE WARNING PLATES ARE REQUIRED AT ALL BARRIER FREE RAMPS, HAZARDOUS VEHICULAR CROSSINGS AND OTHER AREAS WHERE THE SIDEWALK IS FLUSH WITH THE ADJACENT DRIVE OR PARKING PAVEMENT. THE BARRIER-FREE RAMPS SHALL COMPLY WITH CURRENT MDT SPECIFICATIONS FOR ADA SIDEWALK RAMPS. CONTRACTOR SHALL PROVIDE THE MOST CURRENT APPROVED MDT DETECTABLE SURFACES.
- WHERE A STANDARD SPACE IS ADJACENT TO AN ACCESSIBLE SPACE, MOUNTING BLUE AND WHITE STRIPES SHALL BE INSTALLED.

SITE INFORMATION

RE-ZONING: TOWN CENTER (TC)

UNIT DATA:
 ADELL CENTER PRO - UNIT 3
 SITE AREA = 2.3 ACRES (GROSS)

BUILDING DATA:
 GROSS FLOOR AREA = 14,287 S.F.
 BUILDING HEIGHT = 62'-10" HIGHEST PARAPET
 FINISHED HEIGHT = 4-STORIES OR 65-FEET
 BUILDING/LOT COVERAGE = 14,287 / 100,188 = 14.1%

OPERATIONAL DATA:
 NUMBER OF EMPLOYEES IN LARGEST SHIFT: 5
 NUMBER OF EMPLOYEES TOTAL: 12 (3 SHIFTS)

LOADING ZONE:
 DESIGNATED LOADING ZONE IS LOCATED IN THE REAR OF THE BUILDING. THERE IS NO RESTAURANT AND ONLY CONTINENTAL BREAKFAST IS SERVED. THEREFORE FOOD SERVICE DELIVERIES ARE ONLY REQUIRED ON A WEEKLY BASIS. TYPICAL DELIVERY TRUCKS ARE "BOX TRUCKS" THAT ARE OF SIMILAR SIZE TO UPS TRUCKS AND CAN UTILIZE STANDARD PARKING SPACE. DELIVERY TIMES ARE COORDINATED WITH NON-PEAK GUEST HOURS.

PARKING DATA:
 REQUIRED: 1 SPACE PER ROOM
 ROOMS = 119
 NUMBER OF EMPLOYEES IN LARGEST SHIFT: 5
 NUMBER OF EMPLOYEES IN OVERNIGHT SHIFT: 1
 PRO DEVATION ALLOWS 6% REDUCTION IN REQUIRED PARKING
 REQUIRED = 124 * 95% = 118 SPACES

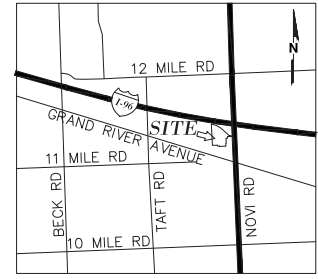
PROVIDED:
 STANDARD SPACES = 113
 BARRIER FREE SPACES = 5
 TOTAL = 118 SPACES

BICYCLE PARKING DATA:
 REQUIRED = 4
 PROVIDED = 6

TRAFFIC CONTROL SIGN TABLE

DESCRIPTION	MAN/TC	QUANTITY	SIZE
HANDICAP	R7-8	5	12x18
HANDICAP (VAN)	R7-BP	1	18x9
STOP SIGN	R1-1	2	30x30

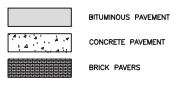
ALL TRAFFIC SIGNAGE SHALL COMPLY WITH THE CURRENT MUTCD STANDARDS



CITY OF NOVI SIGNAGE NOTES

- SINGLE SIGNS WITH NOMINAL DIMENSIONS OF 12"x18" OR SMALLER IN SIZE SHALL BE MOUNTED ON A GALVANIZED ZIB U-CHANNEL POST. MULTIPLE SIGNS AND/OR SIGNS WITH NOMINAL DIMENSIONS GREATER THAN 12"x18" SHALL BE MOUNTED ON A GALVANIZED 3/8" OR GREATER U-CHANNEL POST AS LOCATED BY THE WEIGHT OF THE PROPOSED SIGNS.
- THE SIGN SHALL BE MOUNTED 7'-FEET FROM FINAL GRADE FOR ALL SIGNS INSTALLED.
- ALL SIGNAGE SHALL BE PLACED 2'-FEET FROM THE FACE OF THE CURB OR EDGE OF THE NEAREST SIDEWALK TO THE NEAR EDGE OF THE SIGN.
- TRAFFIC CONTROL SIGNS SHALL USE THE FHWA STANDARD ALPHABET SERIES.
- TRAFFIC CONTROL SIGNS SHALL HAVE HIGH INTENSITY PRISMATIC (HIP) SHEETING TO MEET FHWA RETROREFLECTIVITY REQUIREMENTS.

PAVEMENT INFORMATION



CONCRETE CURB & GUTTER SHALL FOLLOW CITY OF NOVI DETAIL 7D WITH "M" = 1'-6"

LEGAL DESCRIPTION

PROPERTY IN THE CITY OF NOVI, COUNTY OF OAKLAND AND STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:
 UNIT NO. 3, ADELL CENTER, A CONDOMINIUM ACCORDING TO THE MASTER DEED RECORDED IN LIBER 52318, PAGE 378, OAKLAND COUNTY RECORDS, AND DESIGNATED AS OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NUMBER 2324, AND ANY AMENDMENTS THEREOF, TOGETHER WITH RIGHTS IN THE GENERAL COMMON ELEMENTS AND THE LIMITED COMMON ELEMENTS AS SET FORTH IN AFORESAID MASTER DEED AND AS DESCRIBED IN ACT 59 OF PUBLIC ACTS OF MICHIGAN OF 1978, AS AMENDED.
 PARCEL IDENTIFICATION NO: 22-15-478-003
 43700 EXPO CENTER DRIVE

STELLAR DEVELOPMENT, LLC

2600 ALBURN ROAD, SUITE 140
 ALBURN HILLS, MI 48324
 PH 248.444.3175
 FX 248.553.4278

PREPARED UNDER THE DIRECTION OF:
 ARCHITECT: FREDERICK P. ZIE
 M 417432

APPLICANT:
 NOVUS FURNISHING HOSPITALITY, LLC
 2600 ALBURN ROAD, SUITE 240
 ALBURN HILLS, MI 48324
 PH 248.419.8200
 FX 248.553.4218

FAIRFIELD INN & SUITES
 ADELL CENTER - 43700 EXPO CENTER DRIVE
 CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

FAIRFIELD INN & SUITES
 Marriott

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE. DATE OF DECLASSIFICATION: 08/16/2019

ISSUED FOR	DATE
CITY PRO	05/20/18
CITY PRO	07/18/18
CITY PRO	08/15/18
PRE-APPLICATION	11/05/18
PRELIM SPA	02/20/19
PRELIM SPA	05/23/19
FINAL SPA	08/20/19

DATE: _____
 DRAWN: ACA
 CHECKED: ACA
 SCALE: 1/8"=1'-0"
 JOB NO: SD-18-193
 SHEET TITLE: SITE LAYOUT AND PAVING PLAN
 SHEET NO: _____
C3.0

THE LOCATION OF ALL UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE BASED ON RECORDS PROVIDED BY THE UTILITY OWNERS AND VISIBLE EVIDENCE OBTAINED IN THE FIELD. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED TO THE COMPLETENESS OR ACCURACY THEREOF.

811
 Know what's below.
 Call before you dig.

PREVIOUSLY APPROVED SITE LAYOUT



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ADELL CENTER PRO - UNIT 3
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REQUIRED = 124 * 95% = 118 SPACES

PROVIDED:
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TOTAL = 119 SPACES

BICYCLE PARKING DATA:
REQUIRED = 4
PROVIDED = 6

TRAFFIC CONTROL SIGN TABLE

DESCRIPTION	MANUTCD	QUANTITY
HANDICAP	R7-B	4
HANDICAP (VAN)	R7-BP	1
STOP SIGN	R1-1	2

ALL TRAFFIC SIGNAGE SHALL COMPLY WITH THE CURRENT MANUTCD STANDARDS

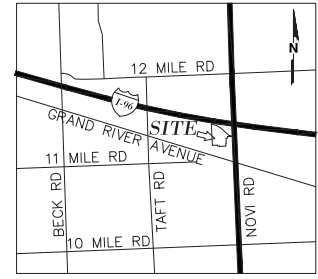
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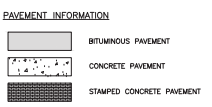
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PARCEL IDENTIFICATION NO. 22-15-478-003
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STELLAR DEVELOPMENT, LLC

2600 ALBURN ROAD, SUITE 140
ALBURN HILLS, MI 48226
PH 248-444-3375
FX 248-553-4278

PREPARED UNDER THE DIRECTION OF:
ARCHITECT: PROFFER, P.C.
M 447482

APPLICANT:
NOVI FURNISHING HOSPITALITY, LLC
2400 ALBURN ROAD, SUITE 240
ALBURN HILLS, MI 48226
PH 248-419-8200
FX 248-553-4278

FAIRFIELD INN & SUITES

ADELL CENTER - 43700 EXPO CENTER DRIVE
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN

FAIRFIELD INN & SUITES
Marriott

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ISSUED FOR DATE

CITY PRO	05/20/18
CITY PRO	07/18/18
CITY PRO	08/15/18
PRE-APPLICATION	11/20/18
PRELIM SPA	02/20/19
PRELIM SPA	05/23/19

DATE:

DRAWN: ACA

CHECKED: ACA

TITLE: P-19

JOB NO.: SD-18-193

SHEET TITLE:
SITE LAYOUT AND PAVING PLAN

SHEET
C3.0

APPLICANTS REQUEST FOR APPROVAL
Letter

Stellar Development, LLC

2600 Auburn Road, Suite 160 | Auburn Hills, MI 48326 | Ph: 248.419.5553 | Fax: 248.553.4218

August 8, 2019

Sri Ravali Komaragiri
City of Novi Planning Department
45175 Ten Mile Road
Novi, MI 48375

**RE: *Fairfield Inn & Suites / 18-66 Fairfield Inn
Final Site Plan***

Stellar Development, LLC (Stellar) is requesting the reduction of one (1) parking space from the site plan in order to comply with the August 6, 2019 traffic review to maintain a clear 24-foot wide travel aisle. The removal of the parking space will still provide the minimum parking required by the PRO standards.

Please feel free to contact us should you have any questions or require anything further.

Sincerely,
STELLAR DEVELOPMENT, LLC



Andrew Andre, PE