



CITYGATE MARKET PLACE JSP15-73

CITYGATE MARKET PLACE JSP 15-73

Public hearing at the request of Grand Beck Partners LLC for approval of the Preliminary Site Plan with Retail Service Overlay, Special Land Use Permit, Woodlands Permit, Wetlands Permit and Storm water Management Plan. The subject property is located in Section 16, on the southeast corner of Citygate Drive and Beck Road. The applicant is proposing to construct a 5,908 sq. ft. building with a retail space and two fast food restaurant spaces (with associated parking, landscaping and storm water facilities) utilizing the Retail Service Overlay Option. A drive-through is proposed for one of the restaurant spaces.

Required Action

Approval/Denial of the Preliminary Site Plan with Retail Service Overlay, Special Land Use Permit, Wetland Permit, Woodland Permit and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	11-19-15	<ul style="list-style-type: none"> • Zoning Board of Appeals variance required for reduction on parking space setback. • Zoning Board of Appeals variance required for reduction of building setback • Items to be addressed on the final site plan submittal
Engineering	Approval recommended	11-16-15	<ul style="list-style-type: none"> • Items to be addressed on the final site plan submittal
Landscaping	Approval not recommended	11-16-15	<ul style="list-style-type: none"> • Planning Commission Waiver required for reduction of required greenbelt along City gate frontage • Planning Commission Waiver required for reduction of street trees • Planning Commission Waiver required for providing a wall in lieu of required berm along Beck Road • Items to be addressed on the final site plan submittal
Wetlands	Approval recommended	11-19-15	<ul style="list-style-type: none"> • Items to be addressed on the final site plan submittal
Woodlands	Approval recommended	11-12-15	Items to be addressed on the final site plan submittal
Traffic	Approval recommended	11-17-15	<ul style="list-style-type: none"> • Items to be addressed on the final site plan submittal
Facade	Approval Recommended	11-16-15	Section 9 Waiver is not required.
Fire	Approval recommended	11-02-15	<ul style="list-style-type: none"> • Items to be addressed on the final site plan submittal

Motion Sheet

Approval – Special Land Use Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **approve** the Special Land Use permit based on the following findings:

- a. The proposed use will not cause any detrimental impact on existing *thoroughfares (based on the findings from Traffic review)*;
- b. The proposed use will not cause any detrimental impact on the capabilities of public services and facilities *(given the size of the new use, and that they are not adding any additional demand than anticipated)*;
- c. The proposed use is compatible with the natural features and characteristics of the land *(because the plan does not contain any existing natural features)*;
- d. The proposed use is compatible with adjacent uses of land *(given the type of use and the surrounding development)*
- e. The proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use *(given there is no change in permitted use for Retail Service Overlay districts)*;
- f. The proposed use will promote the use of land in a socially and economically desirable manner;
- g. The proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located;
- h. *(additional comments here if any)*

(This motion is made because the plan is otherwise in compliance with Article 4.4, Article 4, Article 5 and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

-AND-

Approval –Preliminary Site Plan with Retail Service Overlay

In the matter of Citygate Market Place, JSP 15-73, motion to **approve** the Preliminary Site Plan with Retail Service Overlay based on and subject to the following:

- a. Landscape waiver to permit the reduction of the required Greenbelt along the Citygate Right of Way (25 feet required when there is no parking; 3 feet provided), *provided that the applicant works with the City's Landscape Architect to propose alternate screening.*
- b. Landscape waiver to permit the reduction of the Right of Way trees (12 required, 8 provided) between the existing sidewalk and the curb along Citygate Road as listed in Section 5.5.3.E.i.c *due to narrow existing distance between sidewalk and curb for planting, which is hereby granted;*
- c. Landscape waiver to permit a decorative wall instead of the required berm adjacent to Public Right of Way for Beck Road as listed in Section 5.5.3.B.ii and iii due to space limitations, *and is supported by staff as it will contribute to the cohesive look for the adjacent interchange area, which is hereby granted;*
- d. Zoning Board of Appeals variance from Section 3.1.23.D of City Zoning Ordinance to reduce the required north yard building setback by 34 feet in (50 feet required, 16 feet proposed);

- e. Zoning Board of Appeals variance from Section 5.3.11.A, B to reduce the required north yard parking setback (20.0 feet required, 0.0 feet proposed) *to allow construction of a drive-through lane.*
- f. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- g. (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 – Wetland Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **approve** the Wetland Permit 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 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)

-- AND --

Approval – Woodland Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **approve** the Woodland Permit 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 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

- AND -

Approval – Stormwater Management Plan

In the matter of Citygate Market Place, JSP 15-73, motion to **approve** the Stormwater Management Plan, based on and subject to:

- 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 it otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

- OR -

Denial – Special Land Use Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **deny** the Special Land Use permit for the following reasons...*(because it is not in compliance with the Ordinance.)*

Denial – Preliminary Site Plan with Retail Service Overlay

In the matter of Citygate Market Place, JSP 15-73, motion to **deny** the Preliminary Site Plan with Retail Service Overlay ...*(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- Wetland Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **deny** the Wetland Permit...*(because the plan is not in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

- AND -

Denial- Woodland Permit

In the matter of Citygate Market Place, JSP 15-73, motion to **deny** the Woodland Permit...*(because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

- AND -

Denial – Stormwater Management Plan

In the matter of Citygate Market Place, JSP 15-73, 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

JSP 15-21 Citygate Market Place

Location

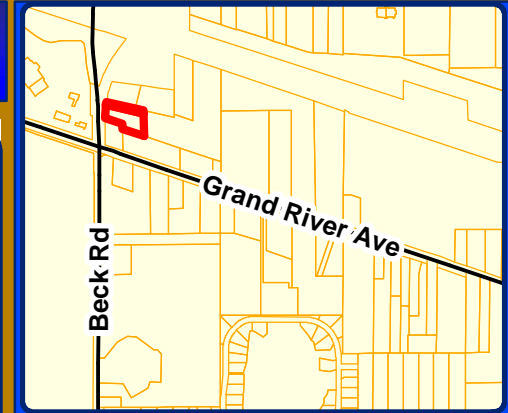


**Subject
Property**

Section 16

Beck Rd

Grand River Ave



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: 09/22/15
Project: JSP15-21 Citygate Market Place
Version #: 1

0 15 30 60 90 Feet

1 inch = 77 feet

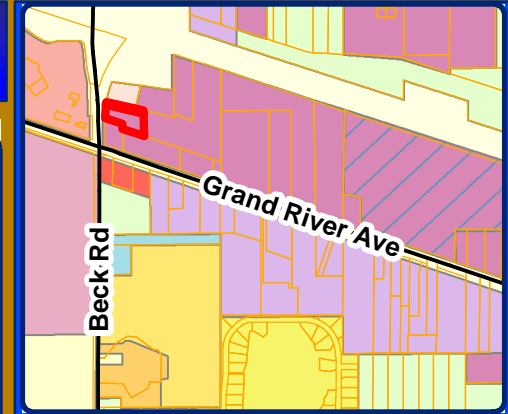
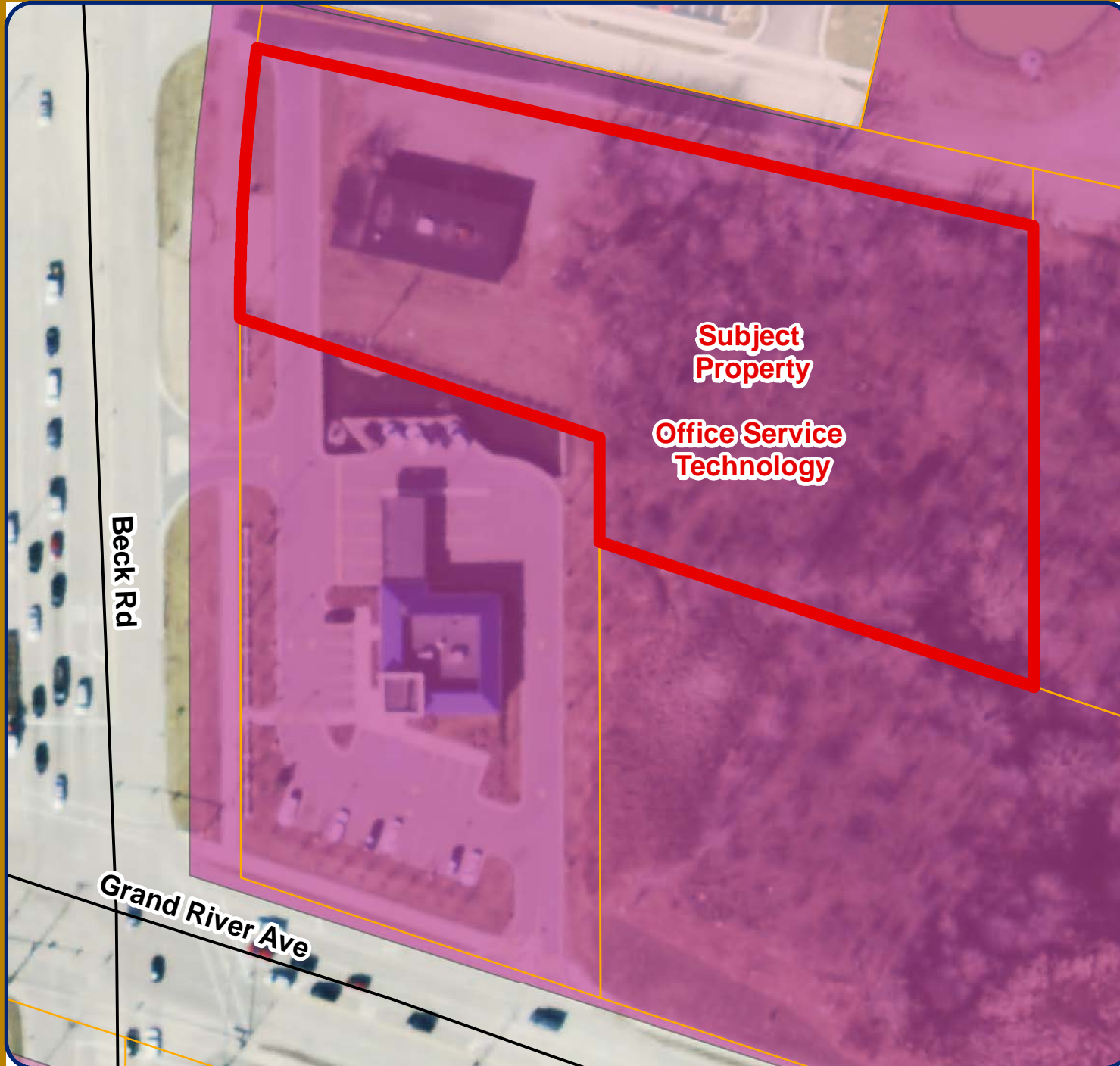


MAP INTERPRETATION NOTICE

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.

JSP 15-21 Citygate Market Place

Zoning



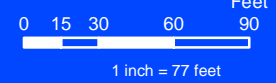
Legend

	R-A: Residential Acreage
	R-1: One-Family Residential District
	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
	OST: Office Service Technology



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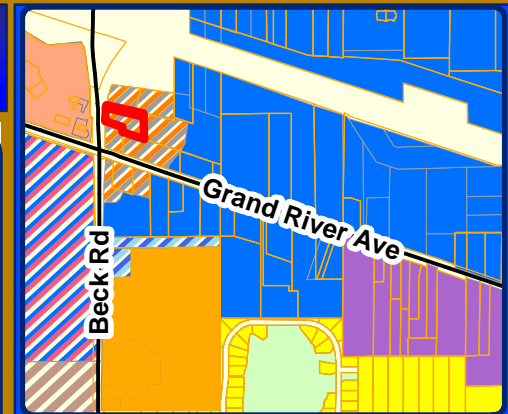


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JSP 15-21 Citygate Market Place

Future Land Use



Legend

- SINGLE FAMILY
- MULTIPLE FAMILY
- SUBURBAN LOW-RISE
- COMMUNITY OFFICE
- OFFICE RES DEV TECH
- OFFICE COMMERCIAL
- OFFICE RD TECH w/RETAIL OVERLAY
- INDUSTRIAL RES DEV TECH
- LOCAL COMMERCIAL
- PRIVATE PARK



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1 inch = 77 feet



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JSP 15-21 Citygate Market Place

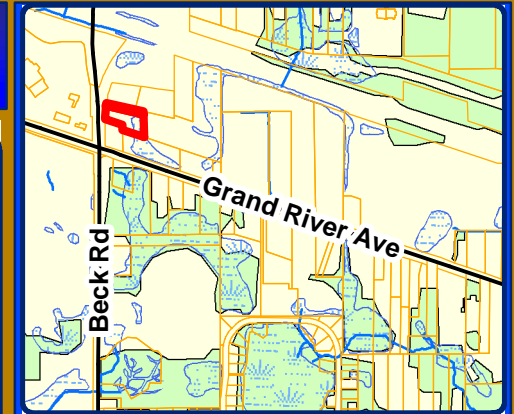
Natural Features



Subject Property

Beck Rd

Grand River Ave



Legend

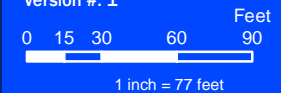
-  Wetlands
-  Woodlands



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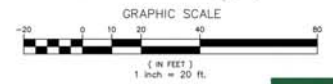
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SITE PLAN

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



CITYGATE DRIVE SCREEN WALL ELEVATION



Citygate Marketplace

Novi, Michigan

December, 2015



PLANNING REVIEW



PLAN REVIEW CENTER REPORT

November 19, 2015

Planning Review

Citygate Marketplace

JSP15-73

Petitioner

Grand Beck Partners LLC

Review Type

Preliminary Site Plan with Retail Service Overlay and Special Land Use

Property Characteristics

- Site Location: 27200 Beck Road, southeast corner of Citygate Drive and Beck Road (Section 16)
- Site Zoning: OST, Planned Office Service Technology
- Adjoining Zoning: North (across Citygate Drive): FS with PRO; East and South: OST; West (across Beck Road): B-2
- Current Site Use: Vacant building
- Adjoining Uses: North (across Citygate Drive): USA 2 Go gas station and Tim Horton's Restaurant; East: vacant; South: Chase Bank; West (across Beck Road): Westmarket Square Shopping Center
- School District: Novi Community School District
- Site Size: 1.88 acres
- Plan Date: 10-22-15

Project History

The applicant has previously submitted a site plan under the same name but a different Site plan number, JSP 15-21. Planning Commission held a public hearing on September 30, 2015 and denied the Preliminary Site Plan, Storm water Management Plan, Wetland and Woodland permit based on the following motions:

In the matter of Citygate Market Place, JSP 15-21, 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.

In the matter of Citygate Market Place, JSP 15-21, motion to deny the Wetland Permit because the plan is not in compliance with Chapter 12, Article V of the Code of Ordinances and all other applicable provisions of the Ordinance.

In the matter of Citygate Market Place, JSP 15-21, motion to deny the Woodland Permit because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.

In the matter of Citygate Market Place, JSP 15-21, 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.

On July 10, 2013, Planning Commission approved Tom's Bar and Grill, JSP 13-45 to allow a 5,700 square foot sit-down restaurant on the subject property. However, the plan was not constructed.

Project Summary

The parcel in question is located on 27200 Beck Road on the southeast corner of Citygate Drive and Beck Road in Section 16 of the City of Novi. The property totals 1.88 acres. The current zoning of the property is OST, Planned Office Service Technology. The applicant has proposed a 5,908 sq. ft. building with a retail space and two fast food restaurant spaces (with associated parking, landscaping and stormwater facilities) utilizing the Retail Service Overlay Option. A drive-through is proposed for one of the restaurant spaces which require a Special Land Use.

The following changes have been made since the last time the plan appeared before the Planning Commission:

1. The building footprint has been reduced to 5,908 square foot from 6,141 square foot.
2. A 20 feet wide by-pass lane has been provided along the drive-through lane.
3. Additional parking has been added at the southeast corner to compensate for loss of spaces due to addition of bypass lane.
4. Entering radii at the southern entrance has been increased to 15 feet from 10 feet.
5. Proposed six foot retaining wall has been moved closer to the parking lot away from the wetlands.

The Retail Service Overlay Option is intended "...to provide a limited amount of retail and personal service establishments to serve the employees of and visitors to the nearby office use areas." The option allows additional uses not typically permitted in the OST District provided certain conditions are met and subject to the Special Land Use requirements outlined in Section 6.2.C. Retail spaces and fast food restaurants are uses permitted under this option.

Recommendation

Approval of the *Preliminary Site Plan is recommended*. All other reviews except Landscape are recommending approval. The applicant should make the appropriate revisions to the plans to address the comments in this and other review letters and submit plans for next submittal.

Special Land Use Considerations

In the OST District any developments utilizing the Retail Service Overlay provisions are subject to the considerations for Special Land Uses outlined in the Zoning Ordinance. A drive-through is proposed for one of the restaurant spaces which require a Special Land Use. Section 6.2.C of the Zoning Ordinance includes specific factors the Planning Commission shall consider in the review of the request:

- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.

- Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
- Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- Whether, relative to other feasible uses of the site, the proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3.1.23 OST District, Article 3.19 (OST District Retail Service Overlay), Article 4 (Use Standards), Article 5 (Site Standards) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant. Items in **bold and underline** may require a variance from Zoning Board of Appeals, if necessary revisions to the plans are not made.

1. Retail Service Overlay: The applicant is utilizing the Retail Service Overlay Option which allows an applicant to develop properties for uses not usually permitted in the OST District. Refer to the planning chart and façade review letter for a general overview of the retail service overlay conditions and the merits of the application under review. **A public hearing to be held by the Planning Commission is required.**
2. Building Setbacks (Sec 3.1.23.D): Buildings in the OST District must be setback 50 feet from all property lines. The plan indicates a 20 foot building setback in the northern yard. **The applicant has indicated they will seek a variance from the Zoning Board of Appeals for this deficiency.**
3. Drive-through setbacks (Sec. 5.3.11.A, B) Drive through shall follow parking setback requirements and applicable parking lot landscaping requirements. **The Drive-through lane on the north is encroaching into the minimum required parking setback. A Zoning Board of Appeals variance would be required for this deficiency. Staff would support the variance given the size of the site.**
4. Sidewalks: The 5 foot sidewalk proposed along Citygate Drive does not extend to the eastern property line. The applicant has indicated that the sidewalk should be extended in the future at the same time that the roadway improvements are made so as not to interfere with the existing drainage ditch. **The applicant should work with the City's Engineer to come up with an estimate to donate money to the sidewalk fund for this future sidewalk extension.**
5. Signage: Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits.
6. Planning Review Chart: **Please refer to Planning Review Chart for other minor comments that need to be included on the Site plan.**
7. Other Reviews:
 - a. Engineering Review: Additional comments to be addressed during next submittal. Engineering recommends approval.
 - b. Landscape Review: Landscape waivers are required. Landscape does not recommend approval.
 - c. Wetland Review: The Applicant will likely need a City of Novi Wetland Permit and a Wetland Buffer Authorization. **The applicant should submit a copy of the approved**

- MDEQ permit for staff review.** Additional comments to be addressed during next submittal. Wetlands recommend approval.
- d. Woodland Review: Proposed woodland impacts will require a Woodland Permit from the City of Novi. Additional comments to be addressed during next submittal. Woodlands recommend approval.
 - e. Traffic Review: Additional comments to be addressed during next submittal. Traffic recommends approval.
 - f. Facade Review: Additional comments to be addressed during next submittal. Facade recommends approval.
 - g. Fire Review: Additional comments to be addressed during next submittal. Fire recommends approval.

Response Letter

This Site Plan is scheduled to go before the Planning Commission on December 09, 2015. Please provide the following **no later than November 30, 2015** if you wish to keep the schedule.

1. A response letter addressing **ALL** the comments from **ALL** the review letters and **a request for waivers and variances as you see fit.**
2. A PDF version of the all Site Plan drawings that were dated 10-22-15. **NO CHANGES MADE.**
3. A color rendering of the Site Plan, if any.

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.

Pre-Construction Meeting

Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department.

Street and Project Name

This project name will need approval of the Street and Project Naming Committee. Please contact Richelle Leskun (248-347-0579 or rleskun@cityofnovi.org) in the Community Development Department for additional information.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or skomaragiri@cityofnovi.org.



Sri Ravali Komaragiri – Planner



PLANNING REVIEW CHART: Office Service Technology w/Retail Overlay (OST)

Review Date: November 19, 2015
Review Type: Revised Preliminary Site Plan
Project Name: JSP15-73 Citygate Market Place
Plan Date: October 22, 2015
Prepared by: Sri Komaragiri, Planner
E-mail: skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

Items in **Bold** need to be addressed by the applicant before approval of the Final Site Plan. Underlined items need to be addressed on the Stamping set submittal.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted August 25, 2010)</i>	Office research development and technology w/Retail Overlay	Retail and Restaurants	Yes	The Preliminary Site Plan will require a Planning Commission approval
Area Study	The site does not fall under any special category	NA	Yes	
Zoning <i>(Effective December 25, 2013)</i>	OST: Office Service and Technology	OST	Yes	
Uses Permitted (Sec 3.1.23.B & C)	Sec. 3.1.23.B. - Principal Uses Permitted. Sec. 3.1.23.C. - Special Land Uses Permitted.	Retail and fast food drive-through	Yes	Special Land Use Permit and Public Hearing Required
Height, bulk, density and area limitations (Sec 3.1.23.D)				
Frontage on a Public Street. <i>(Sec. 5.12)</i> Access To Major Thoroughfare <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	The site has frontage and access to Beck Road	Yes	
Minimum Zoning Lot Size for each Unit in Ac <i>(Sec 3.6.2.D)</i>	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		NA	
Minimum Zoning Lot Size for each Unit: Width in Feet <i>(Sec 3.6.2.D)</i>			NA	
Open Space Area	----	---	---	---

Item	Required Code	Proposed	Meets Code	Comments
Maximum % of Lot Area Covered (By All Buildings)	(Sec 3.6.2.D)			Provide maximum percent of lot area covered under site data
Building Height (Sec. 3.20)	46 ft. or 3 stories whichever is less	Maximum height:28'	Yes	
Building Setbacks (Sec 3.1.23.D)				
Front (west)	50 ft.	117 ft.	Yes	Applicant intends to seek a variance from the Zoning Board of Appeals for deficient side setback on north side.
Rear (east)	50 ft.	202 ft.	Yes	
Exterior Side (north)	50 ft.	20 ft.	No	
Interior Side (south)	50 ft.	55 ft.	Yes	
Parking Setback (Sec 3.1.23.D)Refer to applicable notes in Sec 3.6.2				
Front (west)	20 ft.	52 ft.	Yes	
Rear (east)	20 ft.	20 ft.	Yes	
Exterior Side (north)	20 ft.	20 ft. Minimum	Yes	
Interior Side (south)	20 ft.	20 ft. Minimum	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.	Exterior side yard on north. setback is deficient	Yes	Applicant intends to seek a variance from the Zoning Board of Appeals for deficient side setback on north side.
Off-Street Parking in Front Yard (Sec 3.6.2.E)	Off-street parking is allowed in front yard	Parking is proposed in front yard and meets the parking setback requirements	Yes	
Distance between buildings (Sec 3.6.2.H)	It is governed by sec. 3.8.2 or by the minimum setback requirements, whichever is greater	Single building proposed	NA	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	Wetlands exist on site		Refer to wetlands review letter for additional comments
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per sec 5.5.3.	A landscape plan is provided	Yes	Please refer to landscape review for additional information
Modification of parking setback requirements (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q	Parking setbacks conform to the minimum required	NA	

Item	Required Code	Proposed	Meets Code	Comments
Restaurant in the Character of a Fast Food Carryout, Drive-In, Fast Food Drive-Through, or Fast Food Sit Down (Sec. 4.40.)				
Noise Impact Statement (Sec. 4.40.1)	A noise impact statement is required subject to the standards of Sec. 5.14.10.B	Information has been provided by the applicant and is in conformance	Yes	
OST District Retail Service Overlay Required Conditions (Sec 3.19)				
Access to the Site (Sec 3.19.1)	Access shall be provided from a public or private local street or collector road that loops between two arterial streets.	Access is provided from Citygate Drive	Yes	
Access Easements etc. (Sec 3.19.2)	Access and non-motorized facilities easements as determined by the City to provide for future service to the neighboring properties.	No future connections are proposed with this Site Plan. Opportunities for future connections are provided.	Yes	
Landscape Open Space (Sec 3.19.3)	A minimum of fifteen (15) percent of any development site, excluding any required detention or retention facilities, shall be provided as landscaped open space.	31 % provided	Yes	
Outdoor Sales and Seating (Sec 3.19.4)	Outdoor sales prohibited	A note has been added to the sheet	Yes	
	Outdoor seating as an accessory use is allowed per section 4.84	Outdoor seating for 12 people is proposed	Yes	
	Permitted between March 1 st and November 30 th	A note has been added to the sheet	Yes	
	A minimum pathway width of 6 ft along the sidewalk is required	Detail provided on sheet A-1	Yes	
	It shall be enclosed where there is alcohol service	A decorative fence details is shown on sheet SP-1a	Yes	
	For more than 20 seating, parking shall be calculated	Outdoor seating for 12 people is proposed		
	Hours of operation same as inside restaurant	A note has been added to the sheet	Yes	
	For more than 20 seating, a site plan shall be submitted	Outdoor seating for 12 people is proposed		
Retail and Personal Service	Retail uses shall not exceed 25% of the total	Area is largely undeveloped at this	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Uses (Sec 3.19.5)	floor space in any polygon identified for Retail Service Overlay in the Master Plan	time		
Architectural Design (Sec 3.19.6)	Architectural design and facade materials shall be compatible with and complementary to other developed buildings in the area	Façade review verified the conformance	Yes	See Façade review letter
Additional standards for uses as permitted in Section 4.7.8.1.B.ii (Sec 3.19.7)	For retail, service and restaurant uses as permitted in Section 4.78.1.B.ii, additional standards per section 3.19.7 shall apply	A drive-through restaurant requires a Special land use permit for this district	Yes	
Drive-through Lanes (Sec. 5.3.11)				
Drive-through Lanes Separation (Sec. 5.3.11.A,C)	Drive-through lanes shall be separate from the circulation routes & lanes necessary for ingress to & egress from the property	Traffic review has some comments with exiting radius.	Yes?	Refer to Traffic review for further comments. The applicant should revise the design accordingly.
Drive-through setbacks (Sec. 5.3.11.A,B)	Drive through shall follow parking setback requirements and applicable parking lot landscaping requirements	Drive-through does not conform to the setback requirements on the north side	No	Seek a Zoning Board of Appeals variance for the deviation
Bypass Lane for Drive-through (Sec. 5.3.11.D)	Drive-through facilities shall provide 1 bypass lane, min. of 18 ft. in width, unless otherwise determined by the Fire Marshal	A varied width bypass lane (with a minimum width of 18 ft including the drive-through and bypass lane)	Yes	
Width & Centerline Radius of Drive-through Lanes (Sec. 5.3.11.E,F,H)	Drive-through lanes shall have a minimum 9 ft. width, centerline radius of 25 ft. and a minimum length of 19 ft.	12 ft. width provided; centerline radius 35 ft.	Yes	
Drive-through Lane Delineated (Sec. 5.3.11.G)	Drive-through lanes shall be striped, marked, or otherwise delineated	Delineated with landscape island	Yes	
Parking, Loading and Dumpster Requirements				

Item	Required Code	Proposed	Meets Code	Comments
<p>Number of Parking Spaces (Sec.5.2.12.C)</p> <p>Restaurant: One (1) for every two (2) employees, plus (1) for every two (2) customers allowed under maximum capacity (including waiting areas)</p> <p>Retail: One (1) for each two hundred (200) square feet of gross leasable floor area</p>	<p>Restaurant A: 21 spaces for 42 seats Indoor 0 spaces required for seating less than 20 (14 seats outdoor) 4 spaces for 8 employees 7 spaces for 14 people maximum occupancy in 100 SF of waiting area Total: 32 spaces</p> <p>Restaurant B: 27 spaces for 54 seats indoor 5 spaces for 10 employees 7 spaces for 14 people maximum occupancy in 100 SF of waiting area Total: 39 spaces</p> <p>Retail: 10 spaces for 1,986 SF Grand Total: 81 spaces</p>	<p>Total proposed parking: 81 spaces</p>	<p>Yes</p>	
<p>Drive-Thru Stacking Spaces (Sec. 5.3.11.I)</p>	<p>The distance between the order board and the pick-up window shall store four (4) vehicles, and four (4) vehicles shall be stored in advance of the menu board (not including the vehicles at the pick-up window and menu board).</p>	<p>4 vehicles in advance of menu board</p>	<p>Yes</p>	
<p>Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)</p>	<p><u>90° spaces:</u> 9 ft. x 19 ft. parking spaces with 24 ft. drives</p> <p>9 ft. x 17 ft. parking spaces along 7 ft. interior sidewalks, provided a 4 in. curb at these locations & along landscaping</p> <p><u>Parallel Spaces:</u> 8 ft. x 23 ft. parking spaces with 13 ft. drives</p>	<p>9 ft. x 19 ft. parking spaces with 24 ft. drives</p> <p>9 ft. x 17 ft. parking spaces with 24 ft. drives</p> <p>9 ½ ft. x 23 ft. parking spaces with 24 ft. drives</p>	<p>Yes</p>	

Item	Required Code	Proposed	Meets Code	Comments
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	- 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		NA	
End Islands (Sec. 5.3.12)	- 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	End islands conform to code-Check with Traffic	Yes	
Barrier Free Spaces <i>Barrier Free Code</i>	4 barrier free spaces (for total 76 to 100) including 1 van accessible	2 regular barrier Free parking & 2 van barrier free space are proposed	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces	Two types of accessible spaces are provided	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	One sign per parking is proposed	Yes	
Minimum number of Bicycle Parking (Sec. 5.16.1)	Five (5) percent of required automobile spaces, minimum two (2) spaces For 84 spaces: 4 spaces	Proposed spaces: 4	Yes	
Minimum number of Bicycle Parking (Sec. 5.16.1)	Five (5) percent of required automobile spaces, minimum two (2) spaces For 84 spaces: 4 spaces	Proposed spaces: 4	Yes	
Bicycle Parking General requirements	No farther than 120 ft. from the entrance being served	Appears to be in conformance	Yes	

Item	Required Code	Proposed	Meets Code	Comments
(Sec. 5.16)	When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations	Not applicable		
	Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	Inverted "U" design Accessible via sidewalk		
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	Detail provided is in conformance	Yes	
Loading Spaces Sec. 5.4.1	<ul style="list-style-type: none"> - Within the OS districts, loading space shall be provided in the rear yard or - in the case of a double frontage lot, in the interior side yard, - in the ratio of five (5) square feet per front foot of building up to a total area of three-hundred sixty (360) square feet per building. 	<p>Loading Area in the rear yard</p> <p>450 square feet is provided in the rear</p>	Yes	
Dumpster Sec 4.19.2.F	<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 	<p>Dumpster located in interior side yard and setback appropriately Farther than 10 ft.</p> <p>Outside the parking setback</p> <p>Farther away from the barrier free spaces</p>	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Dumpster Enclosure Sec. 21-145. (c) Chapter 21 of City Code of Ordinances	<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 	<ul style="list-style-type: none"> - An enclosure is shown on sheet SP-1a - 6ft. tall -4' tall guard posts proposed - A concrete surface is indicated - Brick enclosure to match the building 	Yes	
Exterior lighting Sec. 5.7	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	A lighting plan is provided	Yes	
Roof top equipment and wall mounted utility equipment Sec. 4.19.2.E.ii	<ul style="list-style-type: none"> - 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 	A note has been to the plans that rooftop equipment shall be screened by building parapet walls	Yes	
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.	A note has been to the plans that rooftop equipment shall be screened by building parapet walls	Yes	
Non-Motorized Facilities				
Article XI. Off-Road Non-Motorized Facilities	<p>A 6 foot sidewalk is required along collector and arterial roads</p> <p>Building exits must be connected to sidewalk system or parking lot.</p>	<p>A 8ft. path is proposed along Beck Road. A 5ft. sidewalk is proposed along Citygate Drive</p> <p>All exits are connected to internal sidewalk</p>	Yes	The applicant has indicated that the sidewalk should be extended in the future at the same time that the roadway improvements are made so as not to interfere with the existing drainage ditch. The applicant should work with the City's Engineer to come up with an estimate to donate money to the sidewalk fund for this future sidewalk extension.

Item	Required Code	Proposed	Meets Code	Comments
Pedestrian Connectivity	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Sidewalks are proposed throughout the site for convenient and safe pedestrian access	Yes	
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).	Appears to conform to the requirements.	Yes	
Economic Impact	<ul style="list-style-type: none"> - Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known) 	Cost of building and site improvements: \$1,750,000 Land Cost: \$850,000 for a total of \$2,600,000 for the development Estimated jobs after completion: 25 to 30	Yes	
Development/ Business Sign & Street addressing	<ul style="list-style-type: none"> - Signage if proposed requires a permit. - The applicant should contact the Building Division for an address prior to applying for a building permit. 	Information Not Provided		<u>For further information contact Jeannie Niland 248-347-0438.</u>
Project and Street naming	Some projects may need approval from the Street and Project Naming Committee.	This project may need approval of the Project Name		<u>For approval of project and street naming contact Richelle Leskun at 248-735-0579</u>

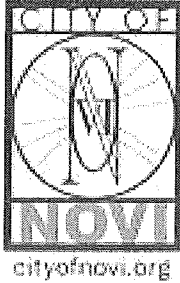
Item	Required Code	Proposed	Meets Code	Comments
Property Split	The proposed property split must be submitted to the Assessing Department for approval.	No property splits proposed	NA	
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Yes	Yes	
Lighting Plan (Sec. 5.7.A.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Yes	Yes	
Lighting Plan (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures	Spec sheets provided as a separate submittal	No	
	Photometric data	Yes	Yes	
	Fixture height	18 ft.	Yes	
	Mounting & design	provided	Yes	
	Glare control devices			
	Type & color rendition of lamps	LED		
	Hours of operation	5am to 12 pm	Yes	
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties	Yes	Yes	
Required Conditions (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses	18 ft. max	Yes	
Required Conditions (Sec. 5.7.3.B)	- Electrical service to light fixtures shall be placed underground - Flashing light shall not	Not provided	No	Add the notes to the plan

Item	Required Code	Proposed	Meets Code	Comments
	be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation			
Required Conditions (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	4:1	Yes	
Required Conditions (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps	LED lamps are proposed	Yes	
Min. Illumination (Sec. 5.7.3.k)	Parking areas: 0.2 min	Meets the minimum	Yes	
	Loading & unloading areas: 0.4 min		Yes	
	Walkways: 0.2 min		Yes	
	Building entrances, frequent use: 1.0 min		Yes	
	Building entrances, infrequent use: 0.2 min		Yes	
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	0.5 max	Yes	
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	Does not abut residential	NA	

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

11/16/2015

Engineering Review

Citygate Marketplace
JSP15-0073

Applicant

GRAND BECK PARTNERS LLC

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: N. of Grand River Ave. and E. of Beck Rd.
- Site Size: 1.88 acres
- Plan Date: 06/23/15

Project Summary

- Construction of an approximately 5,908.7 square-foot building and associated parking. Site access would be provided by connecting to the existing drive between the site and Beck Rd. with access to Beck Rd. and Citygate Dr. and a new curb cut on to Citygate Dr.
- Water service would be provided by an 8-inch extension from the existing 8-inch water main along the north side of Citygate Dr. A 2-inch domestic lead and a 6-inch fire lead would be provided to serve the building, along with 2 additional hydrants.
- Sanitary sewer service would be provided an 8-inch extension from the existing 8-inch sanitary sewer along the east side of Beck Rd.
- Storm water would be collected by a single storm sewer collection system and detained in an underground detention system.

Recommendation

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

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

Additional Comments (to be addressed prior to the Final Site Plan submittal):

General

1. The Non-domestic User Survey form shall be submitted to the City so it can be forwarded to Oakland County. This form was included in the original site plan package.
2. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
3. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Department for review.
4. A right-of-way permit will be required from the City of Novi and Oakland County.
5. 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.
6. Sidewalk is required along the entire Citygate frontage. Provide sidewalk or a DCS Variance request and a cost estimate to construct the remaining length of sidewalk elsewhere in the City. The cost estimate must include all cost to construct the sidewalk and be approved by the City Engineer.
7. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website (www.cityofnovi.org/DesignManual).

Water Main

8. Provide a profile for all proposed water main 8-inch and larger.
9. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

10. Provide a sanitary sewer basis of design.
11. Note on the construction materials table that 6-inch sanitary leads shall be a minimum SDR 23.5, and mains shall be SDR 26.
12. Provide a testing bulkhead immediately upstream of the sanitary connection point. Additionally, provide a temporary 1-foot deep sump in the first sanitary structure proposed upstream of the connection point, and provide a secondary watertight bulkhead in the downstream side of this structure.
13. Provide a profile for all proposed sanitary sewer 8-inch and larger.

14. If the sanitary sewer is to be private provide an access easement and two (2) sealed sets of revised utility plans for sanitary sewer construction for review by the Oakland County Water Resources Commission. The utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.
15. If the sanitary sewer is to be private provide a sanitary sewer easement and seven (7) sealed sets of revised utility plans along with the MDEQ permit application (04/14 rev.) for sanitary sewer construction and the Streamlined Sanitary Sewer Permit Certification Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets. Also, the MDEQ can be contacted for an expedited review by their office.

Storm Sewer

16. A minimum cover depth of 3 feet shall be maintained over all storm sewers. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
17. Provide a 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or greater occurs.
18. Match the 0.80 diameter depth above invert for pipe size increases.
19. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
20. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
21. An easement is required over the storm sewer accepting and conveying off-site drainage.
22. 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.

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 structure. Also, include an access easement to the detention area from the public road right-of-way.
25. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
26. Provide manufacturers details and sizing calculations for the pretreatment structure(s) within the plans.

27. Provide a soil boring in the vicinity of the storm water detention facility to determine soil conditions and to establish the high water elevation of the groundwater table.
28. Provide the overland routing that would occur in the event the underground system cannot accept flow. This route shall be directed to a recognized drainage course or drainage system.
29. Provide a drainage area map.
30. Provide an under drain along the downstream side of the underground detention system which is tied into a manhole as a means of secondary storm water conveyance to the outlet.
31. 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.
32. Provide a note on the plans stating the City's inspecting engineers shall verify the bearing capacity of the native soils to verify an adequate bedding depth is provided.
33. Indicate the assumed porosity of the aggregate. The volume calculations shall consider only 85-percent of that volume as available for storage to account for sediment accumulation in the aggregate.
34. Provide a note on the underground detention detail that aggregate porosity will be tested, and results provided to the City's inspecting engineers.
35. Provide an isolator row in the underground detention system in addition to the swirl concentrator chamber. Contact the Engineering Department for further information.
36. The underground storage system shall include 4-foot diameter manholes at one end of each row for maintenance access.
37. Provide inspection ports throughout the underground detention system at the midpoint of a couple storage rows, and one in the center of the header and footer. Two inspection ports should be located along the isolator row.
38. Provide critical elevations (low water, first flush, bank full, 100-year, and pavement elevation) of the detention system on the underground detention system cross-section. Insure there is at least 1 ft. of freeboard between the 100-year elevation and the subgrade elevation under the pavement.
39. The underground detention system shall be kept outside the influence of any planting areas.

Paving & Grading

40. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.

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

41. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate

should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

The following must be submitted at the time of Stamping Set submittal:

42. A draft copy of the maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds.
43. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
44. A draft copy of the 20-foot wide easement for the sanitary sewer to be constructed on the site must be submitted to the Community Development Department.
45. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.

The following must be addressed prior to construction:

46. 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).
47. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.
48. An NPDES permit must be obtained from the MDEQ because the site is over 5 acres in size. The MDEQ requires an approved plan to be submitted with the Notice of Coverage.
49. A Soil Erosion Control Permit must be obtained from the City of Novi. Contact Sarah Marchioni in the Community Development Department (248-347-0430) for forms and information.
50. A permit for work within the right-of-way of 10 Mile Rd. and Beck Rd. must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.

51. A permit for work within the right-of-way of 10 Mile Rd. must be obtained from the Road Commission for Oakland County. Please contact the RCOC (248-858-4835) directly with any questions. The applicant must forward a copy of this permit to the City. Provide a note on the plans indicating all work within the right-of-way will be constructed in accordance with the Road Commission for Oakland County standards.
52. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
53. A permit for sanitary sewer construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the sanitary sewer plans have been approved.
54. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
55. A storm water performance guarantee, equal to 1.5 times the amount required to complete storm water management and facilities as specified in the Storm Water Management Ordinance, must be posted at the Treasurer's Office.
56. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
57. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.
58. Permits for the construction of each retaining wall must be obtained from the Community Development Department (248-347-0415).

Please contact Jeremy Miller at (248) 735-5694 with any questions.



cc: Adam Wayne, Engineering
Brian Coburn, Engineering
Sri Komaragiri, Community Development
Becky Arold, Water & Sewer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

November 16, 2015

Preliminary Site Plan - Landscaping

Citygate Marketplace

JSP 15-73

Review Type

Preliminary Site Plan Landscape Review

Project Number

JSP15-0073

Property Characteristics

- Site Location: Southeast corner of Beck and Marketplace Dr.
- Site Zoning: OST
- Adjacent Zoning: OST
- Plan Date: October 22, 2015

Recommendation:

This project is **not recommended for approval**. While the landscaping has been provided to the fullest extent possible on most of the site, there has been no room left for satisfactory screening of the building along the drive-through lane fronting Citygate. The proposed wall does screen the vehicles, but there is no other landscaping beyond the required street trees to soften the view of the building from Citygate.

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 Preliminary Site Plan submittal. Underlined items need to be provided in the Final Site Plans. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance.

EXISTING ELEMENTS

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

Soil information is provided.

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

1. Existing and proposed utilities are shown on landscape plans.
2. The drive-through island has been enlarged, and the trees are placed 12' away from the proposed hydrant.

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

1. All existing trees, tree removals and trees to be saved are shown on plans.
2. Tree protection fencing locations and details have been provided.

LANDSCAPING REQUIREMENTS

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

BECK ROAD

1. The applicant is proposing a wall along the Beck Road frontage to coincide with the wall on the adjacent property to the south in lieu of the required berm. **This deviation from the requirement is noted for consideration by the Planning Commission. It is supported**

by staff as it will contribute to a cohesive look for the Beck/Grand River/I-96 interchange area.

2. A wall detail for the proposed wall has been included on the plans and will match the adjacent property's wall in appearance. As noted above, the **waiver for using this wall in place of a berm is supported** as it was requested by staff to provide an attractive, cohesive look with adjacent properties.
3. The greenbelt landscaping provided is short by (1) canopy tree and (4) subcanopy trees but appears to provide sufficient screening from Beck Road. As the existing access drive reduces some of the available greenbelt for additional trees, this is acceptable. **The requested waiver is supported by staff.**

CITYGATE DRIVE

1. The building and drive-through don't provide the required 20' greenbelt along Citygate for half of (210' of 420') the Citygate frontage. As little as 2-3' is to be provided in that area with increasingly more as the drive moves away from the property line. The applicant has proposed a 123 foot long, 3.33' high brick wall with 2' decorative aluminum fencing on top of the wall between the building and Citygate Drive in place of landscaping and the required 20' greenbelt. **Planning Commission consideration of this proposal is requested by the applicant to provide room for the drive-through lane and bypass lane. The proposed wall will screen, somewhat, the building and drive-through vehicles from Citygate but would not provide the same screening or view softening that the ordinance requires.**
2. Assuming the approval for the wall is granted, the remaining required right-of-way greenbelt landscaping is reduced to (8) canopy trees and (15) canopy trees. The required quantities of each have been provided.

Street Tree Requirements (Zoning Sec. 5.5.3.E.i.c and LDM 1.d.)

1. The required number of street trees along Beck Road, (4), is provided.
2. (8) of (12) required street trees are provided along Citygate (5 understory trees and 3 canopy trees in the wider area). The combination of (2) entry drives and their corner clearances, and a narrow existing distance between the sidewalk and curb for much of the frontage make the planting of the (4) missing trees impossible and **Planning Commission approval of this shortage is recommended.**
3. The previously proposed serviceberries have been replaced by 5 Prairiefire flowering crabapples in the narrow planting area between the building and Citygate to accommodate this width and street tree pruning, per staff recommendation.

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

Based on the paved vehicular use areas in the parking lots, 37 canopy trees are required (1 per 75 sf of paved area) within the boundaries of the parking lot. Larger (4" caliper) trees have been used to reduce the required tree count to 25, which are all provided. All but 3 of these trees are within the boundaries of the parking area, or in corners as required by the ordinance. All islands used are of acceptable width.

Parking Lot Perimeter Canopy Trees (Zoning Sec. 5.5.3.C.(3) Chart footnote)

Based on the perimeter noted, 37 canopy trees are required. Larger (4" caliper deciduous and 12' height evergreen) trees are provided to reduce the required plant count to 25. All of these are provided, and the use of evergreens as perimeter trees to help screen the dumpster is approved.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

Based on the building perimeter of 330 lf, 2640 sf of foundation landscaping is required at the base of the building. The layout does not provide any room for all of the foundation landscaping to be at the foundation, but a total of 2665sf of landscaped areas have been provided at the building and in locations away from the building.

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

Only underground storage is proposed so no storm basin landscaping is required.

Transformer/Utility Box and Fire Hydrant Plantings (LDM 1.3 from 1-5, Zoning Sec 5.5.3.C.ii.d)

1. The required utility box screening and screening details have been provided.
2. The proposed hydrant has been added to the plan.

OTHER REQUIREMENTS

Plant List, Notations and Details (LDM 2.h. and t.)

All have been provided satisfactorily.

Cost estimates for Proposed Landscaping (LDM 2.t.)

Cost estimates were provided.

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

An irrigation plan for all landscaped areas is required as part of the Final Site Plans.

Proposed topography. 2' contour minimum (LDM 2.e.(1))

Proposed contours have been added to the landscape plan as requested.

Snow Deposit (LDM.2.q.)

Snow deposit areas have been noted on the plans.

Corner Clearance (Zoning Sec 5.9)

Required corner clearances are provided.

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



Rick Meader – Landscape Architect

WETLANDS REVIEW

November 19, 2015

Ms. Barbara McBeth
Deputy Director of Community Development
City of Novi
45175 W. Ten Mile Road
Novi, Michigan 48375

Re: Citygate Marketplace (JSP15-0073)
Wetland Review of the Preliminary Site Plan (PSP15-0160)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Citygate Marketplace retail/restaurant project prepared by Professional Engineering Associates dated October 22, 2015 (Plan). The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance. ECT most recently visited the site on May 5, 2015 for the purpose of a woodland and wetland verification.

The proposed development is located on approximately 1.9 acres (Parcel ID# 50-22-16-176-031) east of Beck Road and north of Grand River Avenue in Section 16. The Plan appears to propose the construction of a 5,908 square foot building, associated parking, utilities, and underground storm water detention system.

Although the plan continues to exhibit several deficiencies in the information provided with respect to wetlands and proposed wetland impacts, ECT currently recommends approval of the Preliminary Site Plan contingent on the Applicant addressing the concerns noted in the *Wetland Comments* section of this letter prior to Final Site Plan approval.

Onsite Wetland Evaluation

ECT previously received a request to conduct a preliminary wetland boundary verification for this property at the request of a different owner/applicant. The Plan states that the wetland delineation for the site was completed on May 8, 2012 by Brooks Williamson & Associates, Inc. (BWA). At the time of our site visit on May 5, 2015, the wetlands were clearly marked in the field with pink and blue survey tape flags. Some wetland flag numbers have been provided on the *Topographic Survey* (Sheet C-1.0). It should be noted that the wetland boundaries appear to be accurately indicated on the site plan.

The proposed development site contains five (5) areas of existing wetland:

- Wetland 1 – 0.034-acre;
 - Wetland 2 – 0.007-acre;
 - Wetland 3 – 0.003-acre;
 - Wetland 4 – 0.002-acre;
 - Wetland 5 – 0.105-acre;
- Total Wetland – .151-acre**

It should be noted that the wetland boundaries appear to be accurately indicated on the site plan.

Wetland Impact Review

The Plan proposes the filling of existing Wetlands #1, #2, #3 and #4. These wetland fills appear to total 0.046-acre. The Plan also appears to propose impacts to Wetland #5, in the southeast corner of the site. The Plan notes that a portion of Wetland #5 in the southeast corner of the site was previously permitted for filling by the Michigan Department of Environmental Quality (MDEQ). The Plan states that the current site development will fill 0.03-acre of this wetland, whereas the MDEQ previously authorized an impact of 0.06-acres within Wetland #5.

It should be noted that the proposed fill volumes within the existing wetlands have not been provided on the Plan. The applicant shall indicate and label all proposed wetland fill volumes (i.e., cubic yards) on the Plan. This information is necessary prior to final approval of the site plan and associated permitting.

The following table summarizes the existing wetlands and the proposed wetland impacts as listed on the Plan:

Table 1. Proposed Wetland Impacts

<i>Wetland Area</i>	<i>City Regulated?</i>	<i>MDEQ Regulated?</i>	<i>Wetland Area (acres)</i>	<i>Impact Area (acre)</i>	<i>Estimated Impact Volume (cubic yards)</i>
1	Yes	No	0.034	0.034	Not Provided
2	Yes	No	0.007	0.007	Not Provided
3	Yes	No	0.003	0.003	Not Provided
4	No	No	0.002	0.002	Not Provided
5	Yes	Yes	0.105	0.030	Not Provided
TOTAL	--	--	0.151	0.076	Not Provided

In addition to wetlands, the City of Novi regulates impacts to the 25-foot wetland setbacks/buffers. The Applicant shall indicate the existing wetland buffers on the Plan and quantify both the existing on-site buffer area as well as the proposed wetland buffer impact area.

Permits & Regulatory Status

ECT has reviewed this project location for wetlands and woodlands at the time of previous pre-application review submittals. Based on our previous project reviews, all but one of the on-site wetlands (Wetland #4) appeared to be considered regulated by the City of Novi as they meet at least one of the City's essentiality criteria (i.e., wildlife habitat, storm water storage, etc.) and one of the wetlands (Wetland #5) also appears to be regulated by the Michigan Department of Environmental Quality (MDEQ). Overall, the on-site wetlands are of fair quality. Four (4) areas of wetland are shown in the northeast section of the project area (Wetlands #1 through #4). These areas include both forested and emergent wetland. The forested areas contain silver maple (*Acer saccharinum*), box elder (*Acer negundo*) and cottonwood (*Populus deltoides*) trees. Some of the wetland areas closest to Citygate Drive appear to mostly contain common reed (*Phragmites australis*). The highest quality wetland (Wetland #5) is located on the south end of the project site and includes mostly forested wetland and small section of emergent wetland in the southwest corner of the project that extends off-site towards Chase Bank (see Site Photos).

In 1979, the Michigan legislature passed the Geomare-Anderson Wetlands Protection Act, 1979 PA 203, which is now Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). The MDEQ has adopted administrative rules which provide clarification and guidance on

interpreting Part 303. Some wetlands in coastal areas (called Environmental Areas) are given further protection under Part 323, Shorelands Protection and Management, of the NREPA.

In accordance with Part 303, wetlands are regulated if they are any of the following:

- Connected to one of the Great Lakes or Lake St. Clair.
- Located within 1,000 feet of one of the Great Lakes or Lake St. Clair.
- Connected to an inland lake, pond, river, or stream.
- Located within 500 feet of an inland lake, pond, river or stream.
- Not connected to one of the Great Lakes or Lake St. Clair, or an inland lake, pond, stream, or river, but are more than 5 acres in size.
- Not connected to one of the Great Lakes or Lake St. Clair, or an inland lake, pond, stream, or river, and less than 5 acres in size, but the DEQ has determined that these wetlands are essential to the preservation of the state's natural resources and has notified the property owner.

The law requires that persons planning to conduct certain activities in regulated wetlands apply for and receive a permit from the state before beginning the activity. A permit is required from the state for the following:

- Deposit or permit the placing of fill material in a wetland.
- Dredge, remove, or permit the removal of soil or minerals from a wetland.
- Construct, operate, or maintain any use or development in a wetland.
- Drain surface water from a wetland.

The DEQ must determine the following before a permit can be issued:

- The permit would be in the public interest.
- The permit would be otherwise lawful.
- The permit is necessary to realize the benefits from the activity.
- No unacceptable disruption to aquatic resources would occur.
- The proposed activity is wetland dependent **or** no feasible and prudent alternatives exist.

Wetland Permit Requirements

At least one (1) of the on-site wetlands (Wetland #5, located on the south side of the project site) may be regulated by the MDEQ (due to its proximity to a pond south of Grand River Avenue or potentially connected to a wetland complex that is more than 5 acres in size). The Plan states that 0.06-acre of impact within Wetland #5 was previously authorized by MDEQ. The Applicant will need to demonstrate that authorization for wetland impacts has been received from MDEQ, and are current and up-to-date. This information does not appear to have been provided by the Applicant. Based on a previous review of the MDEQ Coastal and Inland Waters Permit Information System (CIWPIS), it appears as if the Applicant is referring to MDEQ Permit No. 13-63-0129-P that was issued September 25, 2013 and expires September 25, 2018. The Applicant should provide a copy of this permit in order for review.

The Applicant will likely need a City of Novi Wetland Permit, Wetland Buffer Authorization and potentially an MDEQ Wetland Permit for impacts to on-site wetlands.

Wetland Comments

The following are repeat comments from our Wetland Review of the Revised Preliminary Site Plan letter dated July 9, 2015. The current status of each is listed below in ***bold italics***:

1. It appears as though a MDEQ Wetland Permit and a City of Novi *Wetland Use Permit* would be required for any proposed impacts to site wetlands. A City of Novi *Authorization to Encroach the 25-Foot Natural Features Setback* would be required for any proposed impacts to on-site 25-foot wetland buffers. The Plan states that the filling of on-site wetlands has been previously permitted. The Applicant shall provide all necessary documentation from MDEQ regarding the authorization for wetland impacts.

This comment still applies and has not been addressed. It is requested that the Applicant provide a copy of MDEQ Permit (No. 13-63-0129-P) for review. A City of Novi Wetland Permit cannot be issued until this information is provided.

2. ECT encourages the Applicant to minimize impacts to on-site wetlands and wetland setbacks to the greatest extent practicable. The Applicant should consider a site design to preserve wetland and wetland buffer areas, if applicable. The City regulates wetland buffers/setbacks. Article 24, Schedule of Regulations, of the Zoning Ordinance states that:

"There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses".

For example, can the proposed boulder wall located on the south side of the site be redesigned to be located outside of the existing wetland and/or wetland buffers?

This comment still applies and has not been adequately addressed. While the applicant has slightly reduced impacts to Wetland #5, they have not demonstrated what site constraints require the impact to Wetland #5. Why does the proposed retaining wall need to be located within the wetland? Can the retaining wall and parking area be realigned to completely avoid impacts to Wetland #5? The Applicant does not appear to have made significant site design changes in attempt to avoid impacts to Wetland #5. It is also not clear why this proposed impact needs to extend so far from the proposed wall. As noted above this wetland is the highest quality of the on-site wetlands.

3. All wetland flag numbers should be indicated on the Plan and the existing wetlands should be labeled. The size of all existing wetlands (square feet or acres) and all proposed impacts to wetlands should be quantified and indicated on the Plan. Previous iterations of plans for this site indicated 0.13-acre of proposed wetland impact. The applicant shall clarify what the impact quantities associated with this Plan are.

This comment has been partially addressed. Wetland flag numbers are now shown on the Plan along with the sizes/acreages of all on-site, existing wetlands. The applicant has not, however, provided information associated with the on-site areas of existing wetland buffers, or volumes of proposed fill within the wetlands. Please review and revise the Plan as necessary.

4. The City's threshold for the requirement of wetland mitigation is 0.25-acre of proposed wetland impact. This should be taken into account on subsequent site Plan submittals, if necessary.

This comment no longer applies. The total on-site wetland acreage is only 0.151 acres. Therefore wetland mitigation will not be a requirement for this project.

5. A plan to replace or mitigate for any permanent impacts to existing wetland buffers should be provided by the Applicant. In addition, the Plan should address how any temporary impacts to wetlands and wetland buffers shall be restored, if applicable.

This comment has been partially addressed. The Preliminary Landscape Plan (Sheet L-1.0) notes that a Wetland Edge Seed Mix (to be provided by Cardno) will be used to restore disturbed areas at the bottom of the proposed retaining wall in Wetland #5. Should the impact to Wetland #5 be approved, details related to the make-up of this seed mix should be provided on the Plan.

6. The Applicant is encouraged to provide wetland conservation easements for any areas of remaining wetland or 25-foot wetland buffer.

This comment still applies.

7. It should be noted that it is the Applicant's responsibility to confirm the need for a Permit from the MDEQ for any proposed wetland impact. Final determination as to the regulatory status of each of the on-site wetlands shall be made by MDEQ. It appears as though this process may have already been completed. The Applicant should provide a copy of the MDEQ Wetland Use Permit application to the City (and our office) for review and a copy of the approved permit upon issuance. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

This comment still applies. Based on a previous review of the MDEQ Coastal and Inland Waters Permit Information System (CIWPIS), it appears as if the Applicant may have received an MDEQ Permit for this site (MDEQ Permit No. 13-63-0129-P, issued September 25, 2013, expires September 25, 2018). The Applicant should provide a copy of this permit in order for review to ensure that the proposed wetland impacts are consistent with the permit as issued.

Recommendation

Although the plan continues to exhibit several deficiencies in the information provided with respect to wetlands and proposed wetland impacts, ECT currently recommends approval of the Preliminary Site Plan contingent on the Applicant addressing the concerns noted in the *Wetland Comments* section of this letter prior to Final Site Plan approval.

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: Chris Gruba, City of Novi Planner
Sri Komaragiri, City of Novi Planner
Richelle Leskun, Planning Assistant
Rick Meader, City of Novi Landscape Architect

Attachments: Figure 1 & Site Photos



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

Site Photos



Photo 1. Wetland flagging in the southeast section of the project site (ECT, May 2015).



Photo 2. Looking west at higher quality emergent/forested wetlands near the southwest corner of the project site (ECT, May 2015).

WOODLANDS REVIEW

November 12, 2015

Ms. Barbara McBeth
Deputy Director of Community Development
City of Novi
45175 West Ten Mile Road
Novi, MI 48375

Re: Citygate Marketplace (JSP15-0073)
Woodland Review of the Preliminary Site Plan (PSP15-0160)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Citygate Marketplace retail/restaurant project prepared by Professional Engineering Associates dated October 22, 2015 (Plan). The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. ECT most recently visited the site on May 5, 2015 for the purpose of a woodland and wetland verification. The purpose of the Woodlands Protection Ordinance is to:

- 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.*

The Preliminary Site Plan is *Approved* for Woodlands. The applicant appears to be prepared to meet the Woodland Replacement requirement through contribution to the City of Novi Tree Fund. The associated payment will be \$16,000 (\$400/Woodland Replacement Credit x \$400/Credit).

The proposed development is located on approximately 1.9 acres (Parcel ID# 50-22-16-176-031) east of Beck Road and north of Grand River Avenue in Section 16. The Plan appears to propose the construction of a 5,908 square foot building, associated parking, utilities, and underground storm water detention system.

Onsite Woodland Evaluation

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite Woodland Evaluation on May 5, 2015. An existing tree list has been included with the Plan. The *Topographic Survey* (Sheet C-1.0) contains a list of existing on-site trees and indicates which trees are proposed for removal.

The entire site is approximately 1.9 acres. The majority of the site contains previously-disturbed land that appears to have remained idle since perhaps the mid 1980's (based on historic aerial photos). In terms of habitat quality and diversity of tree species, the woodland areas on the project site are of fair quality. The majority of the remaining woodland areas consist of relatively-immature growth trees of fair health. This wooded area does not appear to provide a high level of environmental benefit, and the subject property is surrounded by existing commercial uses on the west, north and east sides. The site is within close proximity to Grand River Avenue on the south. In terms of a scenic asset, wind block, noise buffer or other environmental asset, the woodland areas proposed for impact are considered to be of fair quality. The current plan proposes to impact the majority of the existing on-site trees.

Based on the tree list provided on the current Plan, as well as our on-site woodland evaluation, the proposed site does not contain trees that meet the minimum caliper size for designation as a specimen tree within the City.

The Existing Tree List lists the following on-site trees:

Common Name	Latin Name	Total Quantity	No. Removed	No. Saved
Silver maple	Acer saccharinum	24	21	3
Cottonwood	Populus deltoides	14	11	3
Box elder	Acer negundo	12	12	0
American elm	Ulmus americana	3	3	0
Green ash	Fraxinus pennsylvanica	3	3	0
Red cedar	Juniperus virginiana	1	1	0
Total		57	51 (89% of total)	6 (11% of total)

Proposed Woodland Impacts and Replacements

The *Preliminary Landscape Plan* (Sheet L-1.0) indicates that a total of thirty-three (33) regulated trees will be removed, requiring a total of forty (40) Woodland Replacement Tree Credits. It should be noted that the *Existing Tree List* on the *Topographic Plan* (Sheet C-1.0) does not indicate the required Woodland Replacement Credits for each tree removal. The Applicant shall report the number of trees that are proposed to be removed within the following categories and indicate how many Woodland Replacement are required for each removed tree:

Replacement Tree Requirements

Removed Tree D.B.H. (In Inches)	Ratio Replacement/ Removed Tree
8 < 11	1
>11 < 20	2
> 20 < 29	3
> 30	4

The Plan states that there is not adequate space for replacement trees on site and that tree replacement will be done via contribution to the City of Novi Tree Fund.

City of Novi Woodland Review Standards and 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 applicant appears to be prepared to provide the required Woodland Replacement Credits through payment into the City of Novi Tree Fund. In addition, the trees proposed for removal are not of especially high quality or value.

Proposed woodland impacts will require a Woodland Permit from the City of Novi that allows for the removal of trees eight (8)-inch diameter-at-breast-height (d.b.h.) or greater. Such trees shall be relocated or replaced by the permit grantee.

Citygate Marketplace (JSP15-0073)
Woodland Review of the Preliminary Site Plan (PSP15-0160)
November 12, 2015
Page 4 of 6

Recommendation

The Preliminary Site Plan is **Approved** for Woodlands. The applicant appears to be prepared to meet the Woodland Replacement requirement through contribution to the City of Novi Tree Fund. The associated payment will be \$16,000 (\$400/Woodland Replacement Credit x \$400/Credit).

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: Chris Gruba, City of Novi Planner
Sri Komaragiri, City of Novi Planner
Richelle Leskun, Planning Assistant
Rick Meader, City of Novi Landscape Architect

Attachments: Site Photos

Site Photos



Photo 1. Tree No. 1401 (13" cottonwood), to be removed.



Photo 2. Tree No. 1401 (13" cottonwood), to be removed.



Photo 3. In general, woodland area on-site consists of relatively immature-growth trees.

TRAFFIC REVIEW

November 17, 2015

Barbara McBeth, AICP
Deputy Director of Community Development
City of Novi
45175 W. 10 Mile Road
Novi, MI 48375

**SUBJECT: Citygate Market Place
Traffic Review for Preliminary Site Plan
JSP15-0073**

Dear Ms. McBeth,

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.

1. General Comments

- a. The applicant, Markus Associates LLC, is proposing a development of a 5,909 square foot restaurant/retail development in the southeast quadrant of the Beck Road and Citygate Drive intersection, which is located just north of Grand River Avenue.
- b. Citygate Drive is under the City of Novi's jurisdiction, while Grand River Avenue and Beck Road are Oakland County facilities.
- c. Access to the site is provided by Citygate Drive or the right-in-right-out (RIRO) driveways of Chase Bank, which is located at the intersection of Beck Road and Grand River Avenue.

2. Potential Traffic Impacts – The applicant has provided a traffic impact assessment (TIA) which reflects the restricted left turns for westbound traffic on Citygate Drive. A summary as well as additional comments on the traffic impact study can be found in Section 6 of this letter.

3. General Plan Comments – Review of the plan generally shows compliance with City standards; however, the following items at minimum may require further detail in the Final Plan submittal.

- a. The exit radius of the one-way driveway for the drive-thru lane on the west side of the site do not meet City minimum standard of 20 feet per Figure IX.2 of Chapter 11 of the Code of Ordinances.
- b. The applicant revised the entering radius of the southwest driveway from 10' to 15' which is within the acceptable range of 15' to 35' per the Code of Ordinances.
- c. Confirm the sight distance of each driveway are in compliance with City standards due to the close proximity of pedestrian crosswalks to the driveways on the west side of the site.

4. Signing and Pavement Marking – Review of the plan generally shows compliance with City standards; however, the following items at minimum may require further detail in the Final Plan submittal.

- a. The applicant could consider placing stop signs for the exiting movements of the two driveways on the west side of the development due to the close proximity to the pedestrian crosswalks.
 - b. Add on sheet C3.1 that the painted directional arrows should be white.
- 5. Bicycle and Pedestrian** – The proposed bicycle parking is in compliance with City of Novi standards.
- 6. Traffic Impact Study** – The developer’s traffic engineer, Fleis & VandenBrink, submitted a revised traffic impact study, dated October 12, 2015, to account for changes to the proposed development. The results of the traffic impact study are discussed below.
- a. The revised traffic impact study accounts for smaller gross floor areas, resulting in 4 fewer trips during the AM peak hour and 6 fewer trips during the PM peak hour, as shown in Table 1.

Table 1: Trip Generation

Land Use		Facility Size	AM Peak Hour (New Trips)	PM Peak Hour (New Trips)
Retail	Previous Study	2,217 SF	2	5
	Revised Study	1,986 SF	2	5
	<i>Difference</i>	<i>- 231 SF</i>	<i>0</i>	<i>0</i>
Fast Food Restaurant without Drive-Thru (Closed during AM Peak Hour)	Previous Study	2,475 SF	0	32
	Revised Study	2,055 SF	0	27
	<i>Difference</i>	<i>- 420 SF</i>	<i>0</i>	<i>-5</i>
Coffee/Donut Shop with Drive-Thru	Previous Study	1,946 SF	98	41
	Revised Study	1,868 SF	94	40
	<i>Difference</i>	<i>- 78 SF</i>	<i>-4</i>	<i>-1</i>
Total Development	Previous Study	4,163 SF (AM Peak Hour) 6,638 SF (PM Peak Hour)	100	78
	Revised Study	3,854 SF (AM Peak Hour) 5,909 SF (PM Peak Hour)	96	72
	<i>Difference</i>	<i>- 309 SF</i> (AM Peak Hour) <i>- 729 SF</i> (PM Peak Hour)	<i>-4</i>	<i>-6</i>

- b. Intersection traffic operations are measured in terms of delay (seconds per vehicle) and categorized into a level of service (LOS). The LOS ratings range from A (free flow operation) to F (gridlock operation). LOS A thru C are generally considered acceptable ranges, while D thru F can be considered failing. The LOS ranges for a stop-controlled intersection are shown in Table 2.

Table 2: HCM 2010 Levels of Service

LOS	Delay (seconds per vehicle)
A	≤ 10
B	10 – 15
C	15 – 25
D	25 – 35
E	35 – 50
F	≥ 50

- c. The revised traffic impact study accounts for the restriction of left turns from Citygate Drive onto Beck Road resulting in an overall reduction in delay for the westbound approach which can be further clarified by the table below. The impact study redistributed these left turns as right turns onto Beck Road from Citygate Drive and as right turns at the Chase Bank right-in-right-out driveway onto Grand River Avenue.

Table 3: Peak Hour Delays

		AM Peak Delay (sec/vehicle)	PM Peak Delay (sec/vehicle)
Westbound Citygate Drive at Beck Road	Permitted WB Left Turns	93.4	334.6
	Restricted WB Left Turns	51.7	37.5
Chase Bank Driveway at Grand River Avenue	Permitted Left Turns From Citygate Drive onto Beck Road	10	14.1
	Restricted Left Turns From Citygate Drive onto Beck Road	10.9	16.2

As shown in Table 3, restricting left turns from Citygate Drive onto Beck Road significantly reduces the delay per vehicle for the westbound approach of Citygate Drive, while only slightly increasing the delay of the Chase Bank driveway at Grand River Avenue that trips were redistributed to.

- d. Comparison of Table 2 and Table 3 indicates that the delays at the westbound Citygate Drive approach to Beck Road are F and E during the AM Peak Hour and PM Peak Hour, respectively. While LOS E and F may indicate unacceptable conditions, the results of a traffic simulation at the westbound approach of Citygate Drive indicate a 95th percentile queue of 7.4 vehicles and 4.4 vehicles for the AM and PM peak hours, respectively. The simulation reveals that these queues dissipate during each cycle of the signal at Beck Road and Grand River Avenue, resulting in acceptable traffic conditions for a stop-controlled approach.
- e. Additional, minor comments can be found in the attached TIA.



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

Sincerely,

AECOM

A handwritten signature in blue ink, appearing to read "Sterling Frazier".

Sterling J. Frazier, E.I.T.
Reviewer, Traffic/ITS Engineer

A handwritten signature in blue ink, appearing to read "Matthew G. Klawon".

Matthew G. Klawon, PE
Manager, Traffic Engineering and ITS Engineering Services

Attachment 1

DRAFT Traffic Impact Study

(Submitted by applicant)



October 12, 2015

DRAFT VIA EMAIL

Mr. Doraid Markus
Markus Associates, LLC
4036 Telegraph Road
Suite 205
Bloomfield Hills, MI 48302

**RE: Proposed Commercial Development
Beck Road at Citygate Drive
City of Novi, Michigan
Traffic Impact Assessment Update Addendum**

Dear Mr. Markus:

The professional staff of Fleis & VandenBrink (F&V) has completed the attached addendum to your Traffic Impact Assessment (TIA) completed by F&V dated July 24, 2015. This addendum includes a revised analysis for the proposed development located on the southeast corner of Beck Road & Citygate Drive, and includes a coffee shop with drive-thru, fast-food restaurant (without drive-through), and general retail space. This addendum was completed pursuant to the requests of the City and their traffic consultant AECOM, Inc, as summarized in AECOM's review letter dated September 16th, 2015. The review letter stated the following provisions for the revised TIA:

- 1) Egress left turns from Citygate Drive to southbound Beck Road will be prohibited.
- 2) A traffic signal will not be permitted at the Beck Road & Citygate Drive intersection.

Per the comments from AECOM, the existing and projected (new site generated) left-turns on Citygate Drive were redistributed to other site access driveways, since left-turns will no longer be permitted from Citygate Drive onto southbound Beck Road. The study intersections and site driveways were then reevaluated with the updated traffic volumes based on the revised traffic distributions.

The study driveways and intersections were evaluated using two fold process. The first part of the analysis looks at the operations according to the level of service (LOS). The LOS analysis calculates the delay associated with the intersection operations, which results in a letter grade from A to F. The second part of the analysis evaluates the traffic simulations which are part of the analysis software used (Synchro and SimTraffic). The simulations provide information regarding projected queue lengths or the number of vehicles that will be waiting in a queue at any study intersection. Both LOS and the simulations are used together to provide a comprehensive overview of the operations of the study intersections.

The results of the LOS operations analysis shows that the Citygate Drive (right-turns only) is expected to operate at LOS F during the AM peak period and a LOS E during the PM peak period; however, a review of network traffic simulations indicates acceptable traffic operations. The projected vehicle delays during the AM and PM peak hour for right-turning vehicles is less than 60 seconds and significant vehicle queues are not observed in the traffic simulations.

**27725 Stansbury Boulevard, Suite 150
Farmington Hills, MI 48334
P: 248.536.0080
F: 248.536.0079
www.fveng.com**

In addition, a traffic signal is not warranted or recommended at the intersection of Beck Road & Citygate Drive with the revised trip distribution (restricted egress left turns). A signal at this intersection would also not meet the recommended minimums for signal spacing.

Finally, per the City's master plan and Planned Rezoning Overlay (PRO) agreement, Citygate Drive is planned to be extended further east and will connect to Grand River Avenue. This connection will provide additional access for the existing and projected vehicles in the site development area and reduce the number of vehicles at the Beck Road & Citygate Drive intersection by providing an alternative access point for vehicles to Grand River Avenue or the south on Beck Road.

We hope that this addendum and the associated analyses provides adequate clarification to address the concerns of the City and AECOM.

Sincerely,

FLEIS & VANDENBRINK



Michael J. Labadie, PE
Group Manager

[Attachments](#)

SJR:mjl

MEMO

DRAFT VIA EMAIL

To: Mr. Doraid Markus

From: Michael J. Labadie, PE
Steven J. Russo, E.I.T.
Fleis & VandenBrink

Date: October 12, 2015

Re: Novi Commercial Development
City of Novi, Michigan
Traffic Impact Assessment Update Addendum

Introduction

This memorandum is intended as an addendum to the updated Traffic Impact Assessment (TIA) for the proposed commercial development in the City of Novi completed by Fleis & VandenBrink (F&V) dated July 24, 2015. The subject site is located on the southeast corner of the Beck Road & Citygate Drive intersection adjacent to the existing Chase Bank. The development is proposed to include a 1,868 square feet (SF) coffee shop with drive-through, 2,055 SF fast-food restaurant without drive-thru and 1,986 SF of general retail space. This addendum and the associated analyses have been completed in response to the City's restriction of egress left turns from Citygate Drive onto Beck Road.

Trip Distribution and Reassignment

The vehicle trips that would be generated by the proposed development were assigned to the study road network based on existing peak hour traffic patterns, the proposed site access locations, restriction of egress left turns from Citygate Drive, and the methodologies published by ITE. This methodology indicates that pass-by trips enter and exit the development in their original direction of travel, while new trips will return to their direction of origin. The existing traffic patterns indicate the following distribution of site-generated traffic.

**Table 1
Site Trip Distribution**

To	via	AM	PM
North	Beck Road	34%	31%
South	Beck Road	20%	21%
East	Grand River Avenue	20%	22%
West	Grand River Avenue	<u>26%</u>	<u>26%</u>
		100%	100%

Due to the restriction of egress left turns from Citygate Drive, existing and site-generated trips to the south and west were redistributed to utilize the existing Chase Bank right-in-right-out driveway to Grand River Avenue, while trips to the east on Grand River Avenue were redistributed to utilize I-96. Additionally, all pass-

by trips exiting to the south were diverted to utilize the existing Chase right-in-right-out driveway with Grand River Avenue.

The site-generated vehicle trips were assigned to the study road network based on this trip distribution pattern and is shown on the attached Figure 3. The site-generated trips were added to the existing traffic volumes to calculate the future peak hour traffic volumes shown on the attached Figure 4.

Future Conditions

Future peak hour vehicle delays and LOS were calculated based on the future lane use and traffic control, the future peak hour traffic volumes, and the methodologies presented in the HCM. The future conditions results are attached and summarized in Table 2.

**Table 2
 Future Intersection Operations**

Intersection	Control	Approach	Existing Conditions				Future Conditions			
			AM Peak		PM Peak		AM Peak		PM Peak	
			Delay (s/veh)	LOS	Delay (s/veh)	LOS	Delay (s/veh)	LOS	Delay (s/veh)	LOS
1. Beck Road & Citygate Drive	STOP (Minor)	WB NB SB LT	38.1	E	32.0	D	51.7	F	37.5	E
			Free		Free		Free		Free	
			17.0	C	17.6	C	19.1	C	18.9	C
2. Beck Road & Chase RIRO Drive	STOP (Minor)	WB NB	15.9	C	18.5	C	16.8	C	19.3	C
			Free		Free		Free		Free	
3. Grand River Avenue & Chase RIRO Drive	STOP (Minor)	WB SB	Free		Free		Free		Free	
			9.9	A	13.9	B	10.9	B	16.2	C

The future conditions results indicate the westbound approach at the intersection of Beck Road & Citygate Drive would be reduced to a LOS F during the AM peak period and a LOS E during the PM peak period. However, review of network simulations indicates acceptable traffic operations in and out of Citygate Drive and significant vehicle queues are not observed. At the Chase Bank right-in-right-out driveways with Grand River Avenue and Beck Road, future traffic operations will be similar to existing conditions and minor increases in vehicle delay will not be discernable.

We hope that this information provides adequate clarification to address the concerns of the City of Novi and AECOM. Any questions related to this memorandum, study, analyses, and results should be addressed to Fleis & VandenBrink.

Attached: Synchro Results
 Figures 1-4

SJR:mjl

Intersection	
Int Delay, s/veh	5.3

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Traffic Vol, veh/h	0	231	1331	142	159	1298
Future Vol, veh/h	0	231	1331	142	159	1298
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	250	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	81	81	95	95	94	94
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	285	1401	149	169	1381

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	2367	775	0	0	1551	0
Stage 1	1476	-	-	-	-	-
Stage 2	891	-	-	-	-	-
Critical Hdwy	6.29	6.94	-	-	4.14	-
Critical Hdwy Stg 1	5.84	-	-	-	-	-
Critical Hdwy Stg 2	6.04	-	-	-	-	-
Follow-up Hdwy	3.67	3.32	-	-	2.22	-
Pot Cap-1 Maneuver	42	341	-	-	423	-
Stage 1	173	-	-	-	-	-
Stage 2	335	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	25	341	-	-	423	-
Mov Cap-2 Maneuver	25	-	-	-	-	-
Stage 1	173	-	-	-	-	-
Stage 2	201	-	-	-	-	-

Approach	WB		NB		SB
HCM Control Delay, s	51.7		0		2.1
HCM LOS	F				

Minor Lane/Major Mvmt	NBT	NBRWBLn1	SBL	SBT
Capacity (veh/h)	-	- 341	423	-
HCM Lane V/C Ratio	-	- 0.836	0.4	-
HCM Control Delay (s)	-	- 51.7	19.1	-
HCM Lane LOS	-	- F	C	-
HCM 95th %tile Q(veh)	-	- 7.4	1.9	-

Intersection	
Int Delay, s/veh	0.3

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Traffic Vol, veh/h	0	17	1456	42	0	0
Future Vol, veh/h	0	17	1456	42	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	58	58	95	95	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	29	1533	44	0	0

Major/Minor	Minor1	Major1		
Conflicting Flow All	1555	787	0	0
Stage 1	1555	-	-	-
Stage 2	0	-	-	-
Critical Hdwy	7.54	6.94	-	-
Critical Hdwy Stg 1	6.54	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	3.52	3.32	-	-
Pot Cap-1 Maneuver	77	334	-	-
Stage 1	118	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %			-	-
Mov Cap-1 Maneuver	77	334	-	-
Mov Cap-2 Maneuver	77	-	-	-
Stage 1	118	-	-	-
Stage 2	-	-	-	-

Approach	WB	NB
HCM Control Delay, s	16.8	0
HCM LOS	C	

Minor Lane/Major Mvmt	NBT	NBRWBLn1
Capacity (veh/h)	-	- 334
HCM Lane V/C Ratio	-	- 0.088
HCM Control Delay (s)	-	- 16.8
HCM Lane LOS	-	- C
HCM 95th %tile Q(veh)	-	- 0.3

Intersection	
Int Delay, s/veh	2.3

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	0	456	5	0	84
Future Vol, veh/h	0	0	456	5	0	84
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	-	0
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	91	91	63	63
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	501	5	0	133

Major/Minor	Major2	Minor2
Conflicting Flow All	-	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	-	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	-	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	WB	SB
HCM Control Delay, s	0	10.9
HCM LOS		B

Minor Lane/Major Mvmt	WBT	WBR	SBLn1
Capacity (veh/h)	-	-	748
HCM Lane V/C Ratio	-	-	0.178
HCM Control Delay (s)	-	-	10.9
HCM Lane LOS	-	-	B
HCM 95th %tile Q(veh)	-	-	0.6

Intersection	
Int Delay, s/veh	2.9

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Traffic Vol, veh/h	0	163	1500	99	105	1244
Future Vol, veh/h	0	163	1500	99	105	1244
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	250	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	81	81	94	94	93	93
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	201	1596	105	113	1338

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	2409	851	0	0	1701	0
Stage 1	1648	-	-	-	-	-
Stage 2	761	-	-	-	-	-
Critical Hdwy	6.29	6.94	-	-	4.14	-
Critical Hdwy Stg 1	5.84	-	-	-	-	-
Critical Hdwy Stg 2	6.04	-	-	-	-	-
Follow-up Hdwy	3.67	3.32	-	-	2.22	-
Pot Cap-1 Maneuver	39	303	-	-	370	-
Stage 1	140	-	-	-	-	-
Stage 2	393	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	27	303	-	-	370	-
Mov Cap-2 Maneuver	27	-	-	-	-	-
Stage 1	140	-	-	-	-	-
Stage 2	273	-	-	-	-	-

Approach	WB		NB		SB
HCM Control Delay, s	37.5		0		1.5
HCM LOS	E				

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	303	370	-
HCM Lane V/C Ratio	-	-	0.664	0.305	-
HCM Control Delay (s)	-	-	37.5	18.9	-
HCM Lane LOS	-	-	E	C	-
HCM 95th %tile Q(veh)	-	-	4.4	1.3	-

Intersection	
Int Delay, s/veh	0.6

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Traffic Vol, veh/h	0	39	1560	57	0	0
Future Vol, veh/h	0	39	1560	57	0	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	75	75	95	95	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	52	1642	60	0	0

Major/Minor	Minor1	Major1		
Conflicting Flow All	1672	850	0	0
Stage 1	1672	-	-	-
Stage 2	0	-	-	-
Critical Hdwy	7.54	6.94	-	-
Critical Hdwy Stg 1	6.54	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	3.52	3.32	-	-
Pot Cap-1 Maneuver	63	304	-	-
Stage 1	100	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %			-	-
Mov Cap-1 Maneuver	63	304	-	-
Mov Cap-2 Maneuver	63	-	-	-
Stage 1	100	-	-	-
Stage 2	-	-	-	-

Approach	WB	NB
HCM Control Delay, s	19.3	0
HCM LOS	C	

Minor Lane/Major Mvmt	NBT	NBR	WBLn1
Capacity (veh/h)	-	-	304
HCM Lane V/C Ratio	-	-	0.171
HCM Control Delay (s)	-	-	19.3
HCM Lane LOS	-	-	C
HCM 95th %tile Q(veh)	-	-	0.6

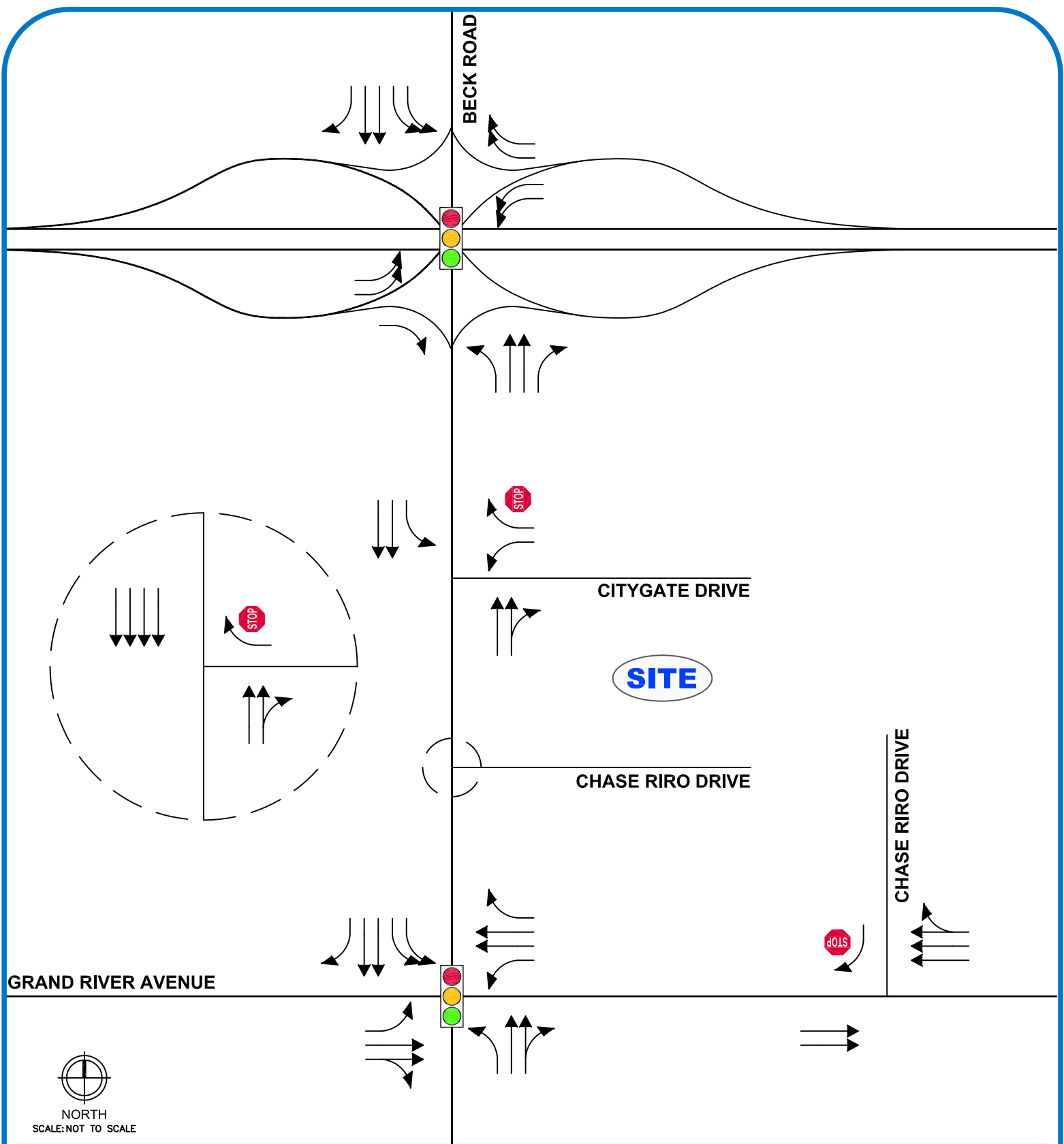
Intersection	
Int Delay, s/veh	1.3

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	0	1158	20	0	65
Future Vol, veh/h	0	0	1158	20	0	65
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	-	0
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	92	92	95	95	59	59
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	1219	21	0	110

Major/Minor	Major2	Minor2
Conflicting Flow All	-	0
Stage 1	-	-
Stage 2	-	-
Critical Hdwy	-	-
Critical Hdwy Stg 1	-	-
Critical Hdwy Stg 2	-	-
Follow-up Hdwy	-	-
Pot Cap-1 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-
Platoon blocked, %	-	-
Mov Cap-1 Maneuver	-	-
Mov Cap-2 Maneuver	-	-
Stage 1	-	-
Stage 2	-	-

Approach	WB	SB
HCM Control Delay, s	0	16.2
HCM LOS		C

Minor Lane/Major Mvmt	WBT	WBR	SBLn1
Capacity (veh/h)	-	-	432
HCM Lane V/C Ratio	-	-	0.255
HCM Control Delay (s)	-	-	16.2
HCM Lane LOS	-	-	C
HCM 95th %tile Q(veh)	-	-	1



GRAND RIVER AVENUE

BECK ROAD

CITYGATE DRIVE

SITE

CHASE RIROAD DRIVE

CHASE RIROAD DRIVE



FIGURE 1 LANE USE AND TRAFFIC CONTROL

NOVI COMMERCIAL TIA - CITY OF NOVI, MI

LEGEND

- ROADS
- LANE USE
- SIGNALIZED INTERSECTION
- UNSIGNALIZED INTERSECTION

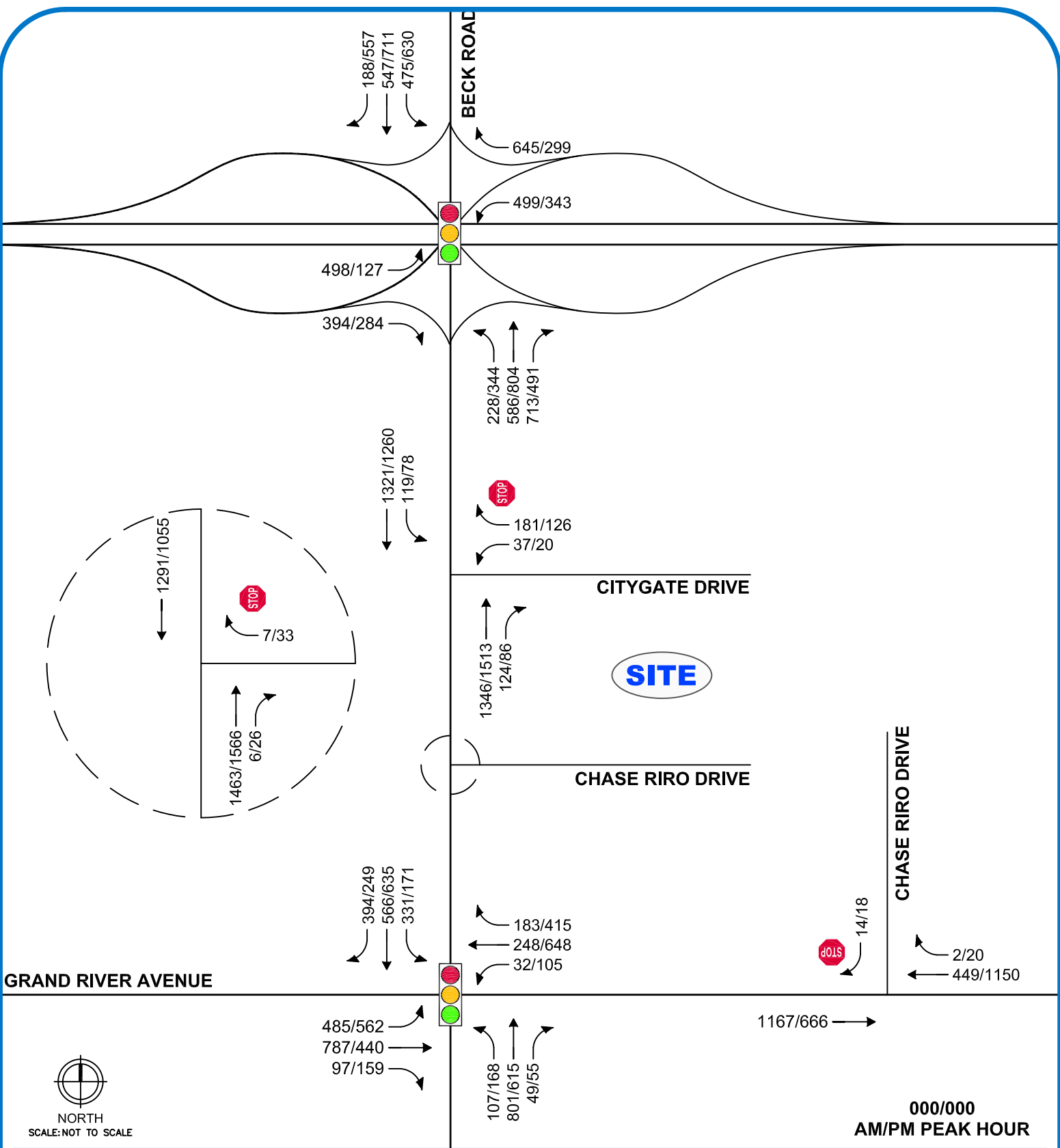


FIGURE 2
EXISTING TRAFFIC
VOLUMES

NOVI COMMERCIAL TIA - CITY OF NOVI, MI



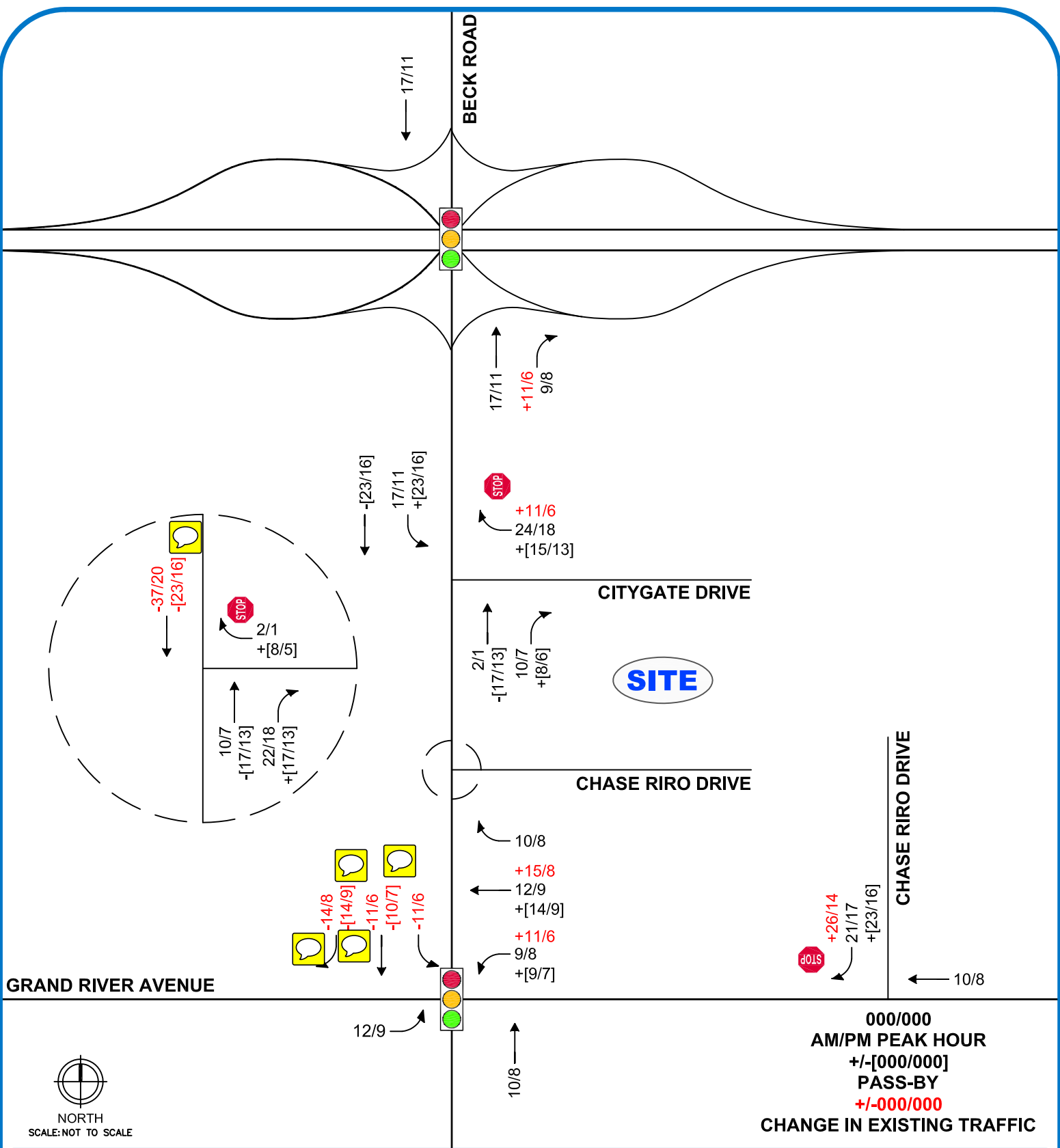


FIGURE 3
SITE- GENERATED TRAFFIC
VOLUMES

NOVI COMMERCIAL TIA - CITY OF NOVI, MI



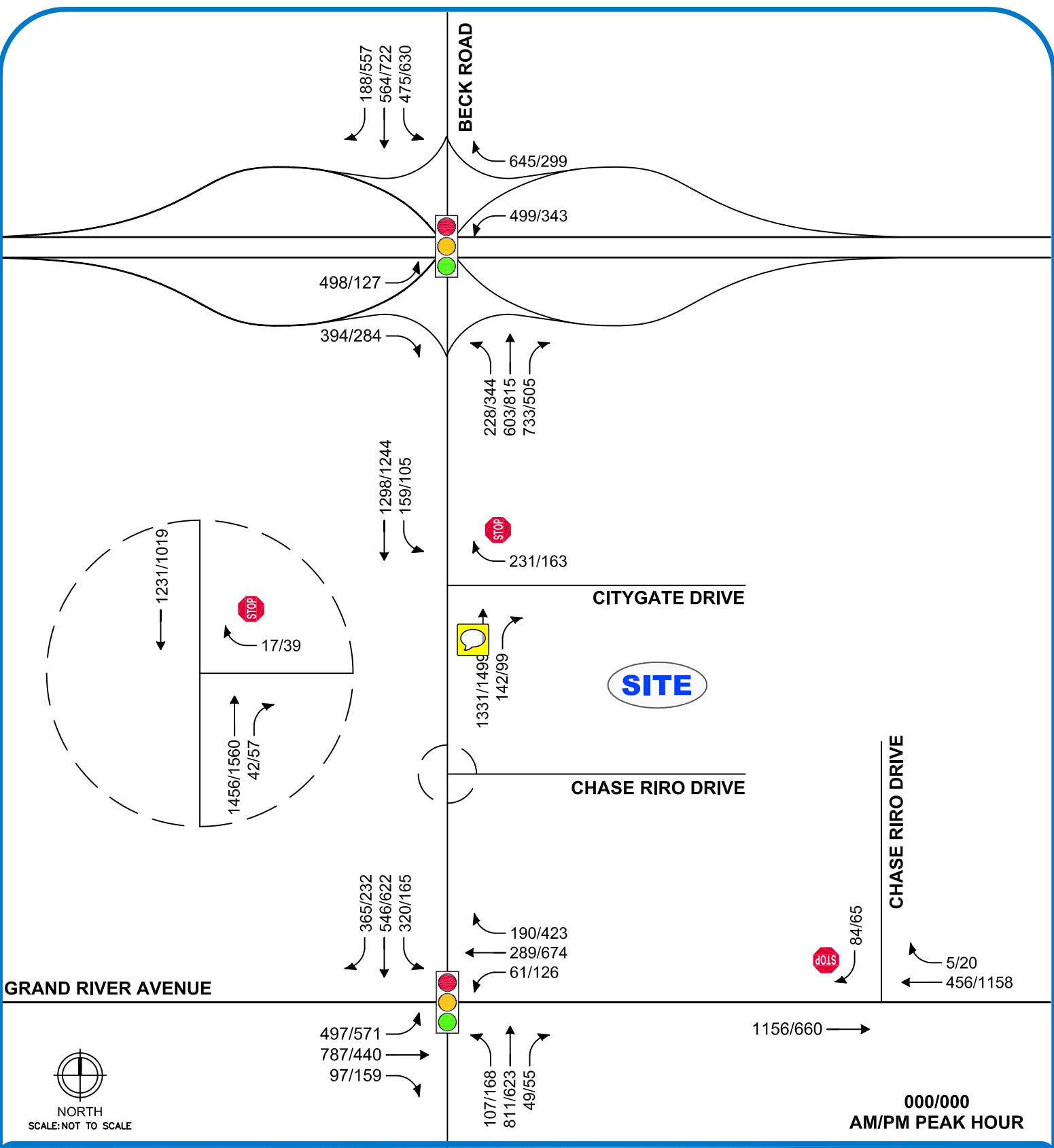


FIGURE 4
FUTURE TRAFFIC
VOLUMES

NOVI COMMERCIAL TIA - CITY OF NOVI, MI

- LEGEND**
- ROADS
 - TRAFFIC VOLUMES (AM/PM)
 - SIGNALIZED INTERSECTION
 - UNSIGNALIZED INTERSECTION



Attachment 2

Additional/Revised Information

(Requested by AECOM after review of Draft Traffic Impact Study)

Table 2
Site Trip Generation¹

Land Use	ITE Code	Amount	Units	Average Daily Traffic	AM Peak Hour			PM Peak Hour		
					In	Out	Total	In	Out	Total
Retail	820	1,986	SF	85	1	1	2	3	4	7
	<i>Pass-By</i>	<i>34% PM</i>						<i>1</i>	<i>1</i>	<i>2</i>
	New Trips			85	1	1	2	2	3	5
Fast Food Restaurant ² without Drive-Thru	933	2,055	SF	1,471	0	0	0	28	26	54
	<i>Pass-By</i>	<i>50%³</i>		<i>736</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>14</i>	<i>13</i>	<i>27</i>
	New Trips			735	0	0	0	14	13	27
Coffee / Donut Shop with Drive-Thru	937	1,868	SF	1,529	96	92	188	40	40	80
	<i>Pass-By</i>	<i>50%³</i>		<i>765</i>	<i>48</i>	<i>46</i>	<i>94</i>	<i>20</i>	<i>20</i>	<i>40</i>
	New Trips			764	48	46	94	20	20	40
TOTAL		3,854		3,085	97	93	190	71	70	141
	<i>Pass-By</i>			<i>1,501</i>	<i>48</i>	<i>46</i>	<i>94</i>	<i>35</i>	<i>34</i>	<i>69</i>
	New Trips			1,584	49	47	96	36	36	72

1. Trip generation based on the Institute of Transportation Engineers' Trip Generation, 9th Edition and Trip Generation Handbook, 3rd Edition.

2. Proposed sandwich shop will not be open for AM service, therefore no trips are generated during the AM Peak Hour.

3. Pass-by data are not available for land use; therefore assumed equal to similar fast-food uses.

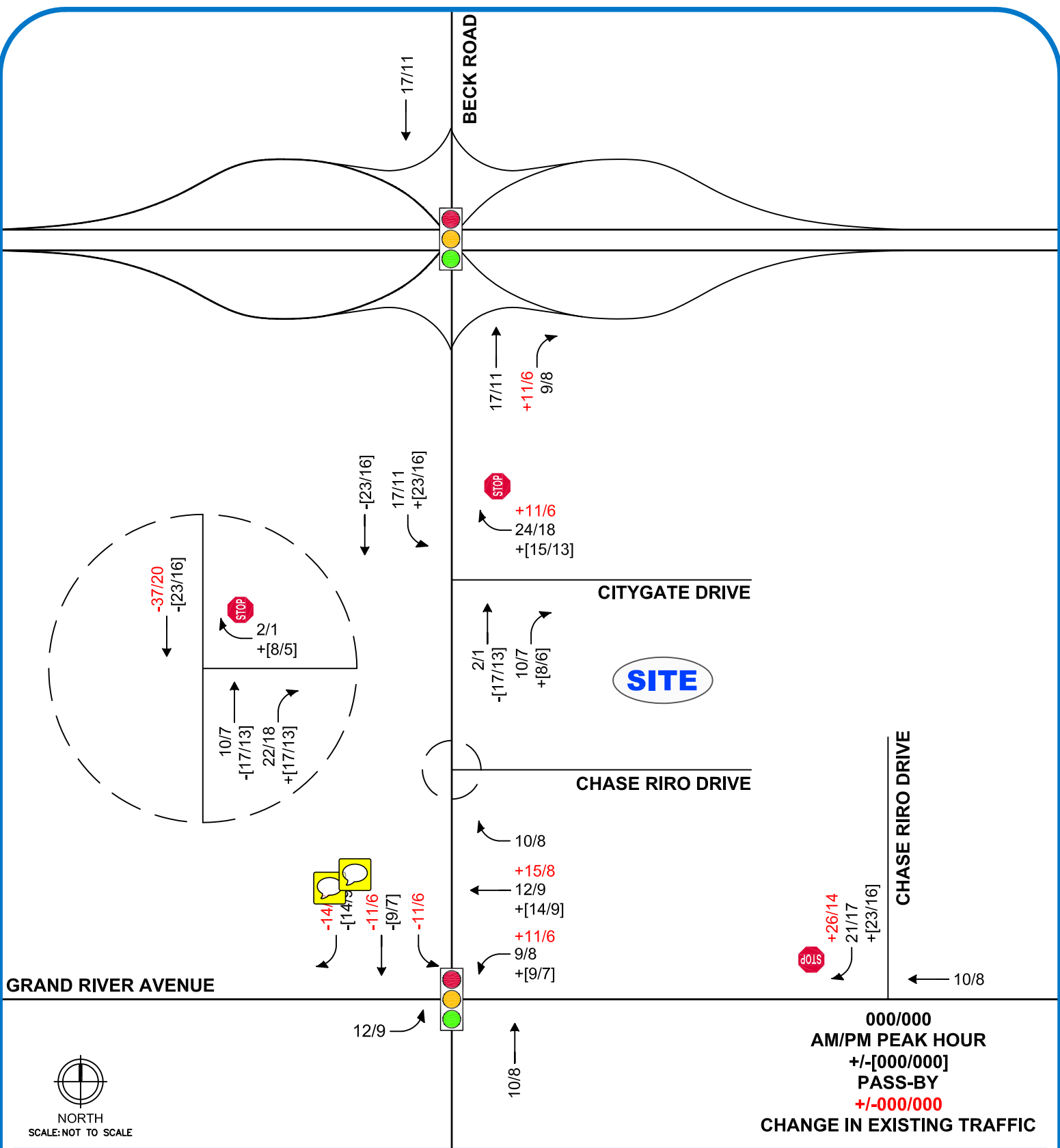


FIGURE 3
SITE- GENERATED TRAFFIC
VOLUMES

NOVI COMMERCIAL TIA - CITY OF NOVI, MI



FAÇADE REVIEW



November 16, 2015

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

Façade Review Status Summary:
Approved, contingent upon submission of revised drawings as noted.

Re: FACADE ORDINANCE - Façade Review – Revised Preliminary Site Plan
Citygate Marketplace, PSP15-0160
 Façade Region: 1, Zoning District: OST, Building Size: 6,200 S.F.

Dear Ms. McBeth;

The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by Rogvoy Architects, dated 10/23/15. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the Schedule Regulating Façade Materials (AKA Façade Chart) of Ordinance Section 5.15 are shown in the right hand column. Materials in non-compliance with the Façade Chart, if any, are highlighted in bold. A façade material sample board was not provided at the time of this review.

	West (front)	South	East	North	Ordinance Maximum (Minimum)
Brick	68%	79%	89%	76%	100% (30%)
Split Faced CMU (8"x16")	6%	12%	9%	10%	10%
Painted Metal (sunshade)	6%	3%	1%	2%	0%
EIFS	12%	6%	1%	6%	25%
Standing Seam Metal Roof	8%	0%	0%	6%	25%

As shown above the proposed facades are in full compliance with the Façade Ordinance. The facade material for the east and south exposures of the raised standing seam roof element are not indicated; we assume these elevations will match the north and west exposures with respect to slope and material. No roof equipment or screening is indicated. The Façade Ordinance requires screening of roof top equipment from all vantage points both on and off site. It is assumed that the parapets are raised sufficiently to screen any roof top equipment. If roof equipment screens are used they must be consistent with the Façade Ordinance and the overall design of the building.

Recommendation – This application is in full compliance with the Façade Ordinance, contingent on submission of revised drawings clearly indicating Standing Seam Metal on all four exposures of the raised roof element and any roof equipment screening. A Section 9 Waiver is not required for this project.

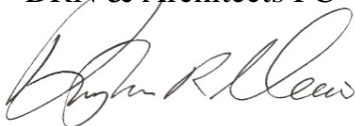
Notes to the Applicant:

1. Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. 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 project please do not hesitate to call.

Sincerely,
DRN & Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci". The signature is fluid and cursive, written over the printed name below.

Douglas R. Necci, AIA

FIRE REVIEW



November 2, 2105

TO: Barbara McBeth- Deputy Director of Community Development
Sri Komaragiri- Plan Review Center
Christopher Gruba- Plan Review Center

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Gwen Markham

Andrew Mutch

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City Manager
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**Director of Public Safety
Chief of Police**
David E. Molloy

Director of EMS/Fire Operations
Jeffery R. Johnson

Assistant Chief of Police
Victor C.M. Lauria

Assistant Chief of Police
Jerrod S. Hart

RE: City Gate Marketplace

PSP#15-0160

Project Description: Retail space including restaurant with drive through

Comments

- 1) Drive Through by-pass lane is not required by the Fire Department. By-pass lane must only meet city ord. requirements of 18' and not the 20' fire lane requirements.

Recommendation: Approval with the above comment.

Sincerely,

Joseph Shelton- Fire Marshal
City of Novi – Fire Dept.

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER



November 25, 2015
PEA Project No: 2014-162

Ms. Sri Komaragiri
Planner
City of Novi
45175 Ten Mile Road
Novi, MI 48375

**RE: Revised Preliminary Site Plan Review
Citygate Marketplace
JSP15-73**

Dear Ms. Komaragiri:

We have received the following review letters:

- 1) Planning Review dated November 19, 2015
- 2) Engineering Review dated November 16, 2015
- 3) Traffic Review by AECOM dated November 17, 2015
- 4) Landscaping Review dated November 16, 2015
- 5) Wetland Review by ECT dated November 19, 2015
- 6) Woodland Review dated November 12, 2015
- 7) Façade Review by DRN dated November 16, 2015
- 8) Fire Department Review dated November 2, 2015

Our responses are as follows:

Planning Review:

- 1) A public hearing is requested to be held by the Planning Commission for the Retail Service Overlay Option.
- 2) A variance is requested for the building setback in the northern yard.
- 3) A variance is requested for the drive-through setback in the northern yard.
- 4) The sidewalk along Citygate Drive has been extended to the end of the paved portion of the roadway. East of this, the road is gravel with a ditch. The sidewalk should be extended in the future at the same time that the roadway improvements are made so as not to interfere with the existing drainage ditch. The applicant proposes to donate money to the sidewalk fund for this future sidewalk extension and will work with the City's Engineer for the donation amount.
- 5) Signage will be permitted through Jeannie Niland.
- 6) The building lot coverage is shown on sheet C-3.1 in the Site Data Table (7.2%).

- 7) All requested site lighting notes are provided on the photometric plan (see list of notes under the luminaire locations table).

Engineering Review:

- 1) Recommended approval for preliminary site plan. All other comments will be addressed on the Final Site Plans.

Traffic Review:

- 1) The driveway radii are all a minimum 15 feet which is within the acceptable range of 15' to 35' per the Code of Ordinances. The one-way drive exits to an existing drive that is internal to the site, not a roadway. Per discussions with AECOM, 15 feet is acceptable at this location.
- 2) The site vision triangles are shown on the Landscape plan at the roadway. The two western drives exit to an existing internal drive on the site, not a roadway. Per discussions with AECOM, we have checked that no signage, landscaping or walls will be placed within close proximity of the drives which may interfere with a driver's view of the crosswalks.
- 3) Stop signs will be added at the two western drive connections to the existing on-site drive.
- 4) A note will be added on sheet C-3.1 indicating that directional arrows are to be painted white.

Landscape Review:

Landscaping Requirements:

Beck Road:

- 1) A brick wall has been proposed to match the site to the south. An image of the adjacent screen wall has been added to the plans noting the contractor shall submit shop drawings to match the neighboring wall.
- 2) Comment noted.
- 3) A waiver is requested for the greenbelt landscaping due to lack of space because of the existing access drive.

Citygate Drive:

- 1) A waiver is requested for the drive-through screening along Citygate Drive. A screen wall with a decorative fence on top and perennial plantings is proposed to screen the drive-through lane in lieu of landscape screening due to lack of adequate space for larger plantings.
- 2) Comment noted.

Street tree requirements:

- 1) Comment noted.
- 2) Planning Commission approval is requested for the shortage of street trees along Citygate due to lack of space between the existing sidewalk and curb in the roadway.
- 3) Comment noted.

Parking lot landscape:

- 1) Comment noted.

Parking lot perimeter canopy trees:

- 1) Comment noted.

Building foundation landscape:

- 1) Comment noted.

Storm Basin Landscape:

- 1) Comment noted.

Transformer/utility box and fire hydrant plantings:

- 1) Comment noted.
- 2) Comment noted.

Other Requirements:

- An irrigation plan will be provided with Final Site Plans.

Wetland Review:

- 1) A City of Novi Wetland Use Permit and a City of Novi Authorization to Encroach the 25-Foot Natural Features Setback will be applied for. A copy of the MDEQ permit was included in the previous submittal as well as emailed to the Planner. A copy was emailed again on November 23rd to the entire review team.
- 2) The impacts to the wetlands are being minimized as much as possible. A retaining wall is proposed to retain as much of the larger wetland as possible. The amount of wetland impact will not be more than what was permitted previously. The site has to be raised significantly to be able to provide the required underground stormwater detention system. The amount of wetland impact will be reduced as much as possible during the Final Site Plan phase after more detailed grading and retaining wall design are completed. Space has been provided between the proposed wall and portion of wetland to remain for grading and construction purposes. The retaining wall has been placed up against the proposed parking to reduce the impact to the wetland. The parking layout conforms to the City's ordinance requirements for dimensional layout and setbacks. The parking count was reduced to that required per Ordinance. No revisions to the layout can be made without causing additional variances to be required.
- 3) The wetland fill volumes will be provided on the Final Site Plans after more detailed grading of the site and the retaining wall design is finalized. The existing 25' wetland setback for Wetland #5 is shown on sheets C-1.0 and C-3.1. The proposed 25' wetland setback will be added to the plans.
- 4) Comment noted.
- 5) Refer to landscape plans for wetland edge seed mix. The details of the mix will be submitted with the Final Site Plans.
- 6) A proposed conservation easement is shown on the plans.
- 7) A copy of the MDEQ permit was included in the previous submittal as well as emailed to the Planner. A copy was emailed again on November 23rd to the entire review team.

Woodland Review:

- 1) A tree preservation plan has been added to show which existing trees are to remain and be removed. The landscape plan shows the replacement requirement for those trees removed.
- 2) A City of Novi Tree Fund note has been added to the landscape plan showing the quantity of trees to be paid to the cities fund.

Façade Review:

The building elevations meet ordinance façade requirements.

Fire Department Review:

The fire department has approved the plan.

Sincerely,

PEA, Inc.

A handwritten signature in blue ink that reads "Rachel Smith". The signature is written in a cursive, flowing style.

Rachel L. Smith, PE, LEED AP, CFM
Senior Project Engineer