

# MEMORANDUM



**TO:** MEMBERS OF THE PLANNING COMMISSION  
**FROM:** CHRISTIAN CARROLL, PLANNER  
**SUBJECT:** 21111 MEADOWBROOK RD WOODLAND PERMIT  
**DATE:** MARCH 16, 2023

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The applicant, Barima Opong-Owusu, seeks approval of a Woodland Use Permit, PBR22-0569, to remove thirty six regulated woodland trees ranging in size from 8 to 18 inches diameter-at-breast-height (DBH) from a lot located at 21111 Meadowbrook Road. The site is located north of Eight Mile Road and west of Meadowbrook Road in Section 35 of the City. The applicant is requesting the removal of thirty six regulated woodland trees in order to construct a single-family residential structure.

The City's Woodland Consultant reviewed the request and prepared a review letter dated February 17, 2023. Based on the plans provided, the applicant is proposing to remove thirty six regulated woodland trees within an area mapped as city-regulated woodland. Therefore, sixty two woodland replacement credits would be required. The Woodland Consultant's review letter, which is attached, provides a detailed count and explanation of the required replacements. The proposed removals have no impact on any previously approved site plan, nor does it have any impact on any previous agreements. It should also be noted that the proposed removals are not located within any recorded conservation or preservation easements that abut and encroach onto the property. The applicant intends on replacing all sixty two woodland replacement credits on-site. Please refer to the Woodland Consultant's review letter for additional information.

Per the City of Novi's Woodland Ordinance, where a proposed activity (i.e., home construction) does not otherwise require site plan or plat approval, the granting or denying of the (woodland) use permit shall be the responsibility of the Planning Commission. The applicant shall obtain approval of the Plan from Planning Commission prior to issuance of any permits. The Planning Commission is asked to hold the public hearing and either approve or deny the requested woodland removal permit.

Section 37-26 of the Woodland Protection Ordinance states the following:

(b) Where a final subdivision plat or a final site development plan which includes activities regulated by this chapter has been reviewed and approved by the city in conformance with the requirements of this chapter, such approval together with any additional terms and conditions attached thereto shall be considered to have completed the requirements for a permit under this chapter which shall then be issued by the city.

(c) Unless the requirements of this chapter can be satisfied by the setting aside without encroachment of sufficient woodland areas, the developer of a single-family residential subdivision plat or single-family residential site condominium shall, as a part of use permit approval under this article, designate building areas for all structures and impervious surfaces on each subdivision lot or site condominium unit. Once such building areas have been approved

and made a part of the use permit, no additional woodland use permit shall be required for the erection of structures within such a building area. **Activities on a subdivision lot or site condominium unit that extend beyond the confines of such a designated building or impervious area shall require an additional approval pursuant to this chapter, which shall only be approved when it is not otherwise feasible to utilize the lot or site condominium unit for single-family residential purposes.**

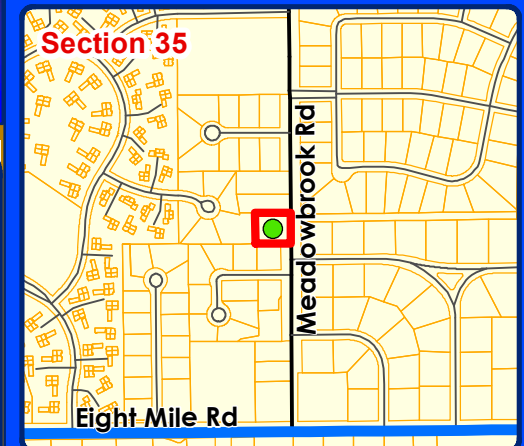
**SUGGESTED MOTION:**

**To approve Woodland Use Permit, PBR22-0569, for the removal of thirty six regulated woodland trees within an area mapped as City Regulated Woodland at 21111 Meadowbrook Road for the construction of a single-family residence. The approval is subject to on-site tree replacements to the extent possible and payment into the City's Tree Fund for any outstanding Woodland Replacement Credits, along with any other conditions as listed in the Woodland Consultant's review letter.**


MAPS  
Location  
Zoning  
Future Land Use  
Natural Features

# 21111 MEADOWBROOK ROAD WOODLAND PERMIT

## LOCATION




**LEGEND**

 Subject Property

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

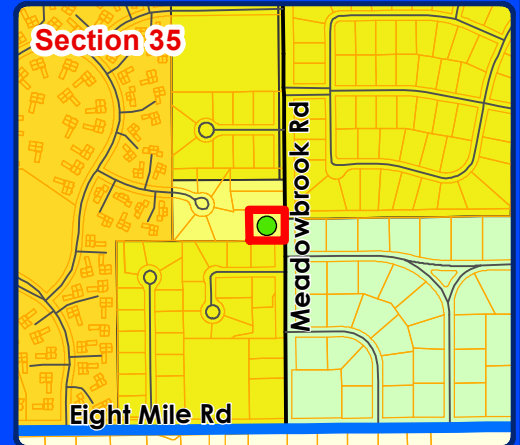
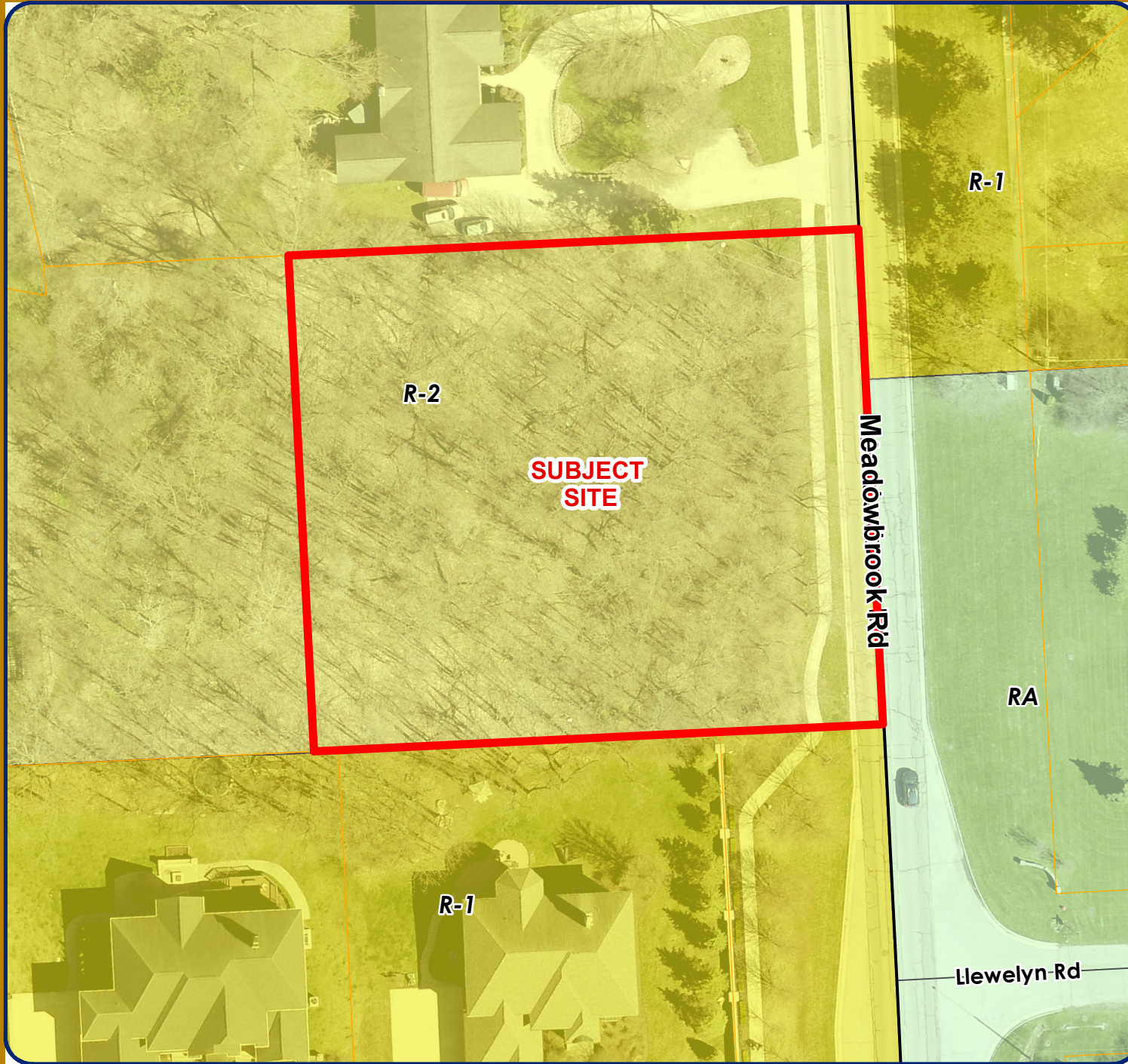
Map Author: Christian Carroll  
Date: 3/14/23  
Project: 21111 MEADOWBROOK ROAD  
Version #: 1

0 10 20 40 60 Feet  
1 inch = 53 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.

# 21111 MEADOWBROOK ROAD WOODLAND PERMIT ZONING



- LEGEND**
- R-A: Residential Acreage
  - R-1: One-Family Residential District
  - R-2: One-Family Residential
  - RM-1: Low-Density Multiple Family
  - Subject Property



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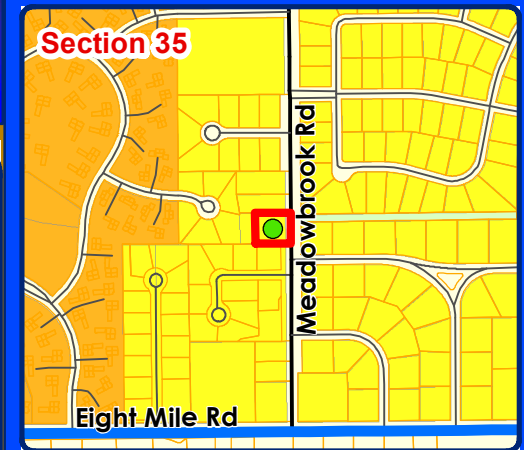


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# 21111 MEADOWBROOK ROAD WOODLAND PERMIT

## FUTURE LAND USE



### LEGEND

- Single Family
- Multiple Family
- Private Park
- Subject Property



### City of Novi

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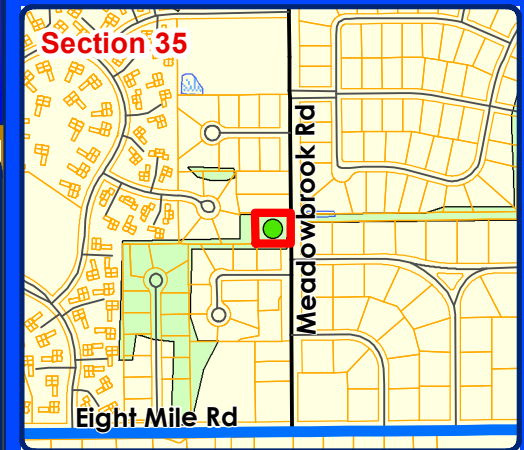


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# 21111 MEADOWBROOK ROAD WOODLAND PERMIT

## NATURAL FEATURES



### LEGEND

-  WETLANDS
-  WOODLANDS
-  Subject Property



### City of Novi

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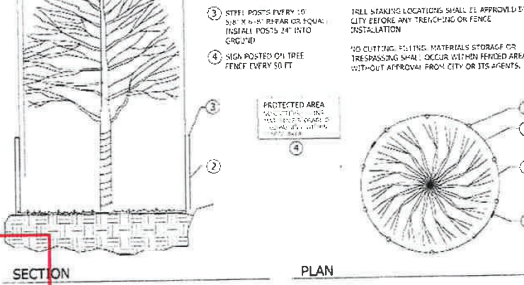
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**PLOT PLAN**



Setbacks:  
 Front - 30'  
 Side - 15'  
 Side total - 40'  
 Rear - 25'

\*Check title policy for subdivision deed restrictions that may affect setback requirements.\*



**CITY OF NOVI**

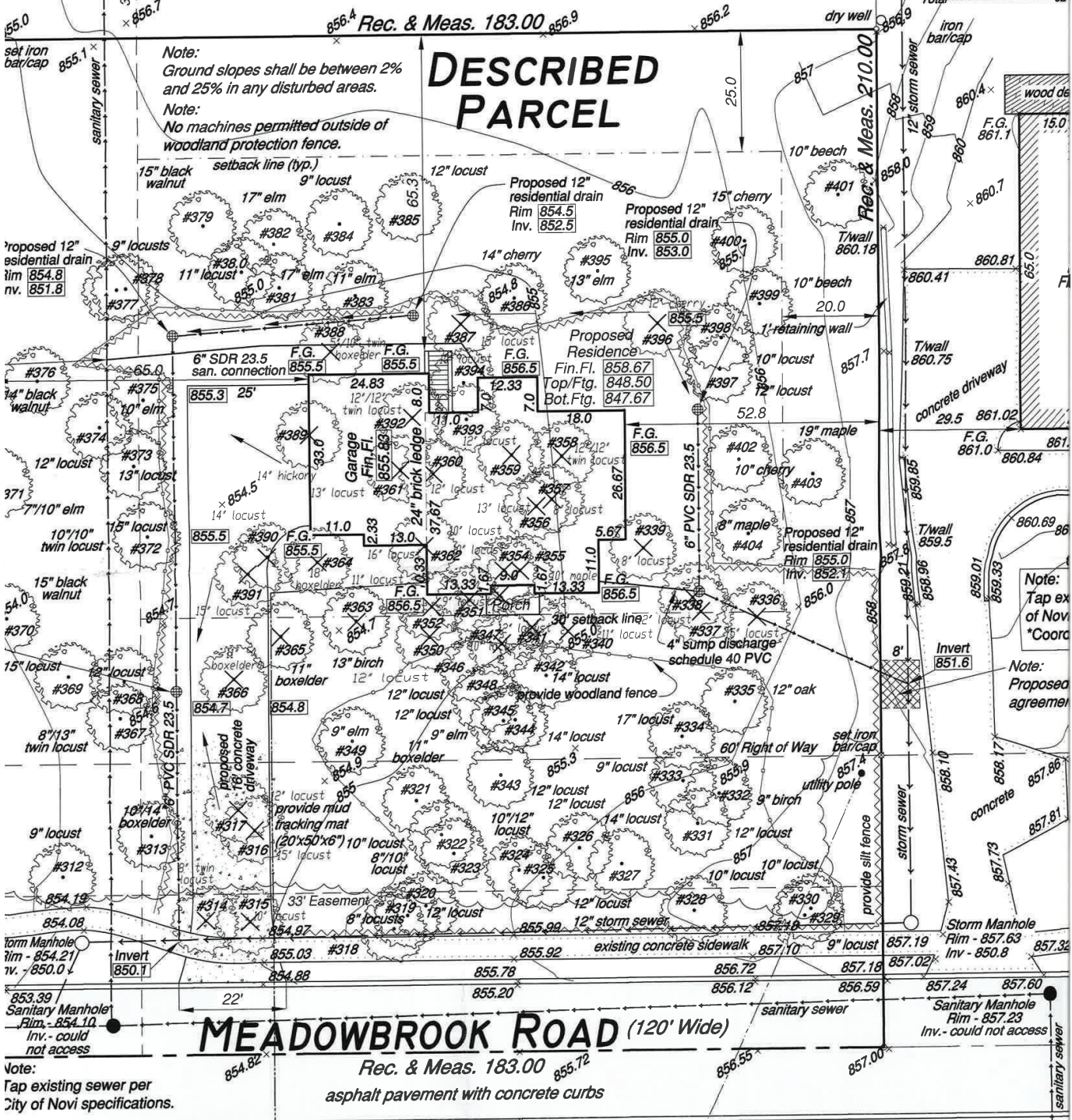
**WOODLAND**  
 By: SW RECOMMENDED  
 Date: 2-20-23

**WETLAND**  
 By: VA RECOMMENDED  
 Date: \_\_\_\_\_

**ENGINEERING**  
 By: SW RECOMMENDED  
 Date: 1-20-23

**GRADING CERTIFICATE APPROVAL**  
 By: \_\_\_\_\_ Date: \_\_\_\_\_

Note:  
 Install the Woodland Protection Fence a minimum of 1' outside of Critical Root Zone (see Detail)



**LEGEND**

- 000.00 = Existing elevation
- 000.00 = Proposed elevation
- = Drainage course
- = Silt fence

Note: Sidewalks must be constructed according to City of Novi & A

**SIDEWALK DETAIL**  
 no scale  
 4" 4000psi concrete  
 100# through drain

**WOODLAND REVIEW**



Corporate Headquarters  
295 South Water Street, Suite 300  
Kent, OH 44240  
800-828-8312

Local Office  
3381 Lapeer Rd. West  
Auburn Hills, MI 48326

**To:** Nina Schaffrath, Account Clerk  
City of Novi

**From:** Kerry Gray, Principal Consultant  
Davey Resource Group

**CC:** Barbara McBeth, City of Novi City Planner  
Lindsay Bell, City of Novi Senior Planner  
Christian Carroll, City of Novi Planner  
Ben Peacock, City of Novi Planner  
Rick Meader, City of Novi Landscape Architect  
Diana Shanahan, City of Novi Planning Assistant  
Heather Gendron, Spalding DeDecker  
Ted Meadows, Spalding DeDecker  
Sydney Waynick, Spalding DeDecker  
Douglas Repen, The Mannik & Smith Group, Inc.

**Date:** February 17, 2023

**RE:** 21111 Meadowbrook Rd - Single Family Residential Plot Plan  
Woodland Review #3 – PBR22-069

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Davey Resource Group, Inc. (DRG) has conducted a review of the revised residential plot plan for 21111 Meadowbrook Road prepared by Jekabson and Associates (received 02/14/2023; Figure 1). The plot plan proposes construction of a single-family residential home. The site (parcel #: 22-35-400-031) contains City-regulated woodlands (Figure 2). DRG reviewed the plan for conformance with the City of Novi’s Woodland Protection Ordinance, Chapter 37.

**Recommendation:** DRG **recommends approval** of the 21111 Meadowbrook Road residential plot plan. The woodland permit requires Planning Commission approval.

The following Woodland Regulations apply to this site:

Woodland Regulation	Required
Woodland Permit (Chapter 37, Section 37-26)	YES
Tree Replacement (Chapter 37, Section 37-8)	YES
Tree Protection (Fence) (Chapter 37, Section 37-9)	YES
Woodland Conservation Easement (Chapter 37-30 (e))	YES

## WOODLAND REVIEW COMMENTS

1. The plan proposed the removal of 36 regulated woodland trees. **A Woodland Use Permit is required** to perform construction on any site containing regulated woodlands. The permit for this site **requires Planning Commission approval** because there are more than 3 trees proposed to be impacted/removed by constructed.
2. The comments in Woodland Review #1 and Woodland Review #2 have been addressed. The sidewalk along Meadowbrook Road and the retaining wall are both existing features.
3. If the sanitary discharge that runs south of the driveway from the back of the property to Meadowbrook Road is not directionally bored – there may be additional impacts to some of the trees and/or their critical root zones along the south side of the property. The City of Novi shall be **notified prior to any excavation activity in this area to determine if there will be any tree or critical root zone impacts that will require additional mitigation.**
4. **Woodland Replacements.** Woodland replacement credits can be provided by:
  - a. Planting the woodland tree replacement credits on-site.
  - b. Payment to the City of Novi Tree Fund at a rate of \$400/woodland replacement credit.
  - c. Combination of on-site tree planting and payment into the City of Novi Tree Fund (\$400/woodland replacement credit).

The applicant has communicated to the City of Novi that they will plant the 62 woodland replacements on site (more may be required – see Comment #3). If space constraints prohibit the tree replacement credits from being planted on site a **payment into the City of Novi Tree Fund at a rate of \$400/tree replacement credit is required.** This payment is non-refundable.

5. The following Financial Guarantees and/or City of Novi Tree Fund payments are required prior to issuance of the City of Novi Woodland Use Permit:
  - a. A financial guarantee, **in the amount of \$750** is required for tree protection fencing maintenance per Chapter 26.5-37. This guarantee shall be paid prior to issuance of the City of Novi Woodland Use Permit
  - b. **A financial guarantee of \$24,800** (62 replacement credits x \$400/tree replacement credit) is required to ensure planting of the on-site woodland replacement credits. The financial guarantee will be released after the trees have been planted and approved by the City of Novi. The applicant must request the tree planting inspection. T
  - c. **The applicant shall guarantee trees for two (2) growing seasons after installation and the City's acceptance,** per The City's Performance Guarantees Ordinance. A two-year maintenance bond in the amount of twenty-five (25) percent of the value of the trees, but in no case less than one thousand dollars (\$1,000.00), shall be required to ensure the continued health of the trees following acceptance (Chapter 26.5, Section 26.5-37).

Based on a successful inspection two (2) years after installation of the on-site Woodland Replacement trees, the Woodland Replacement Performance Guarantee shall be returned to the Applicant. The Applicant is responsible for requesting this inspection.

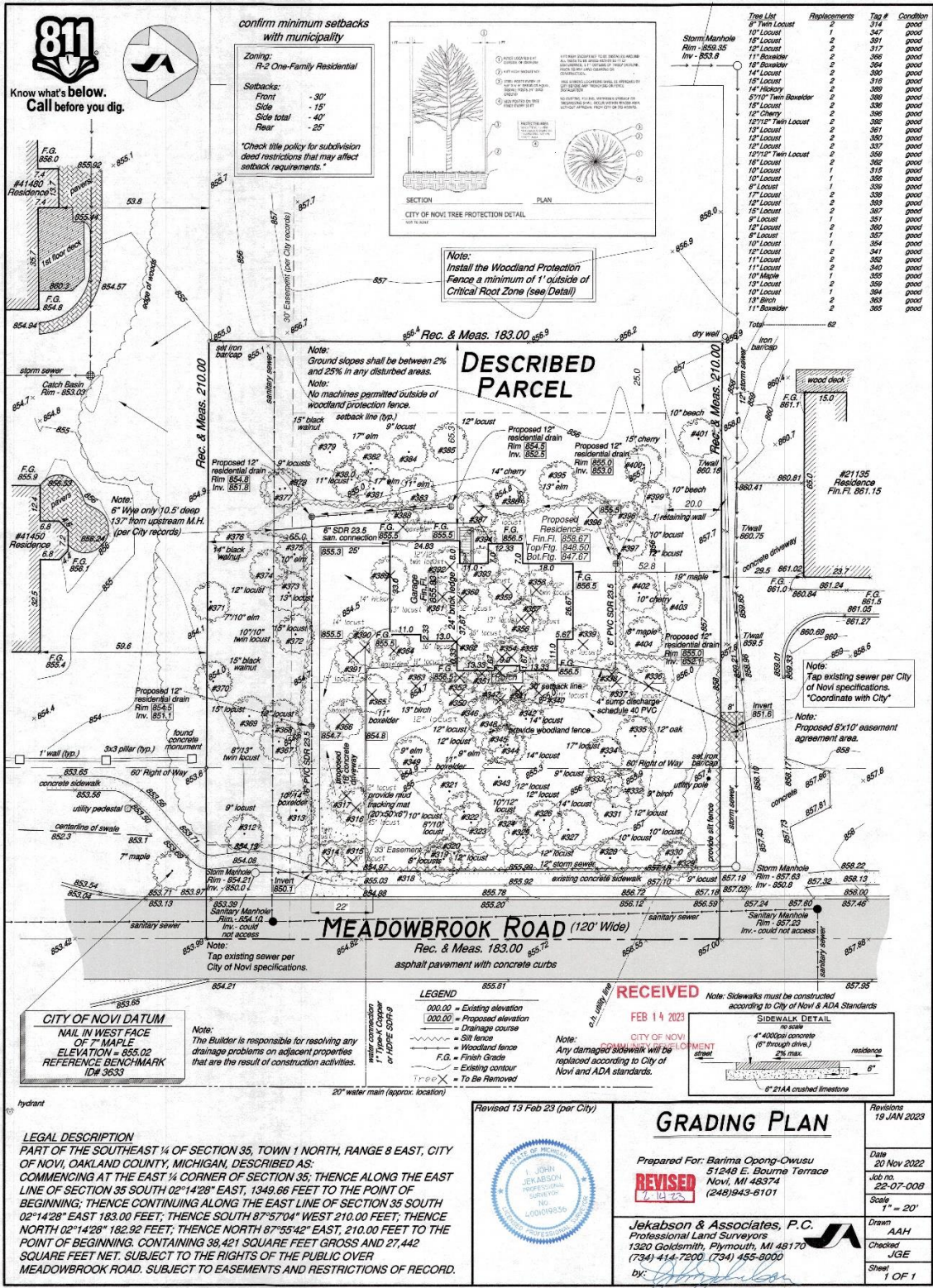


Figure 1. 2111 Meadowbrook Road Revised Plot Plan



Figure 2. 51244 Nine Mile Rd (red outlined parcel)  
City of Novi Regulated Woodland Map  
(Green hatched = regulated woodland;)