



## ATI Headquarters JSP14-40

### ATI Headquarters, JSP14-40

Public hearing at the request of ATI Land Holdings LLC for approval of the Preliminary Site Plan, Wetland Permit and Stormwater Management Plan. The subject property is 12.56 acres in Section 14 of the City of Novi and located on the west side of Meadowbrook Road between Twelve Mile Road and Eleven Mile Road, in the OST, Planned Office, Service, Technology District. The applicant is proposing a 107,400 square foot research and office facility.

### Required Action

Approval/Denial of the Preliminary Site Plan, Wetland Permit and Stormwater Management Plan.

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	09-25-14	Items to be addressed on the final site plan submittal
Engineering	Approval recommended	09-25-14	Items to be addressed on the final site plan submittal
Traffic	Approval recommended	09-25-14	<ul style="list-style-type: none"> <li>• <b>Opposite-side driveway spacing waiver required (86.5 ft. proposed, 150 ft. required)</b></li> <li>• Items to be addressed on the final site plan submittal</li> </ul>
Landscaping	Approval recommended	09-29-14	<ul style="list-style-type: none"> <li>• <b>Planning Commission waiver required for use of evergreen trees (deciduous trees required) as perimeter trees (Staff supports)</b></li> <li>• Items to be addressed on the final site plan submittal</li> </ul>
Wetlands	Approval recommended	09-19-14	<ul style="list-style-type: none"> <li>• <b>It is the applicant's responsibility to obtain a final determination as to the regulatory status of each of the on-site wetlands with the MDEQ</b></li> <li>• <b>City of Novi Non-Minor Use Permit and Authorization to Encroach into the 25 Foot Natural Features Setback required</b></li> <li>• Items to be addressed on the final site plan submittal</li> </ul>
Woodlands	Approval recommended	09-19-14	Items to be addressed on the final site plan submittal
Facade	Approval Recommended	09-26-14	<b>Section 9 waiver required for underage of brick and overage of cast stone on the north and west facades (Staff supports)</b>
Fire	Approval recommended	09-11-14	Items to be addressed on the final site plan submittal

## **Motion Sheet**

### **Approval –Preliminary Site Plan**

In the matter of ATI Headquarters, JSP14-40, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a) Opposite-side driveway spacing waiver, which is hereby granted (86.5 feet proposed, 150 feet required);
- b) Landscape waiver to permit the use of evergreen trees as perimeter trees (deciduous trees required), which is hereby granted;
- c) Section 9 Waiver for underage of brick and overage of cast stone on the north and west facades, which is hereby granted; and
- d) 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
- e) *(additional conditions here if any)*

*This motion is made because the plan is otherwise in compliance with Article 23A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.*

**-AND-**

### **Approval –Wetlands Permit**

In the matter of ATI Headquarters, JSP14-40, motion to **approve** the Wetlands Permit based on and subject to the following:

- a) It is the applicant's responsibility to obtain a final determination as to the regulatory status of each of the on-site wetlands with the MDEQ;
- b) 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
- c) *(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 –Stormwater Management Plan**

In the matter of ATI Headquarters, JSP14-40, motion to **approve** the Stormwater Management Plan based on and subject to the following:

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

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

**-OR-**

**Denial –Preliminary Site Plan**

In the matter of ATI Headquarters, JSP14-40, motion to **deny** the Preliminary Site Plan, for the following reasons... (because the plan is not in compliance with Article 23A, Article 24 and Article 25 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)

**-AND-**

**Denial –Wetlands Permit**

In the matter of ATI Headquarters, JSP14-40, motion to **deny** the Wetlands Permit, for the following reasons...(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 –Stormwater Management Plan**

In the matter of ATI Headquarters, JSP14-40, motion to **deny** the Stormwater Management Plan, for the following reasons... (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

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# ATI Headquarters JSP14-40 Location



**Subject Property**

**Meadowbrook Road**

**I-96**

Map Author: Kristen Kapelanski  
Date: 09-30-14  
Project: ATI Headquarters JSP14-40  
Version #: 1.0

### Map Legend

 Subject Property

#### 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.



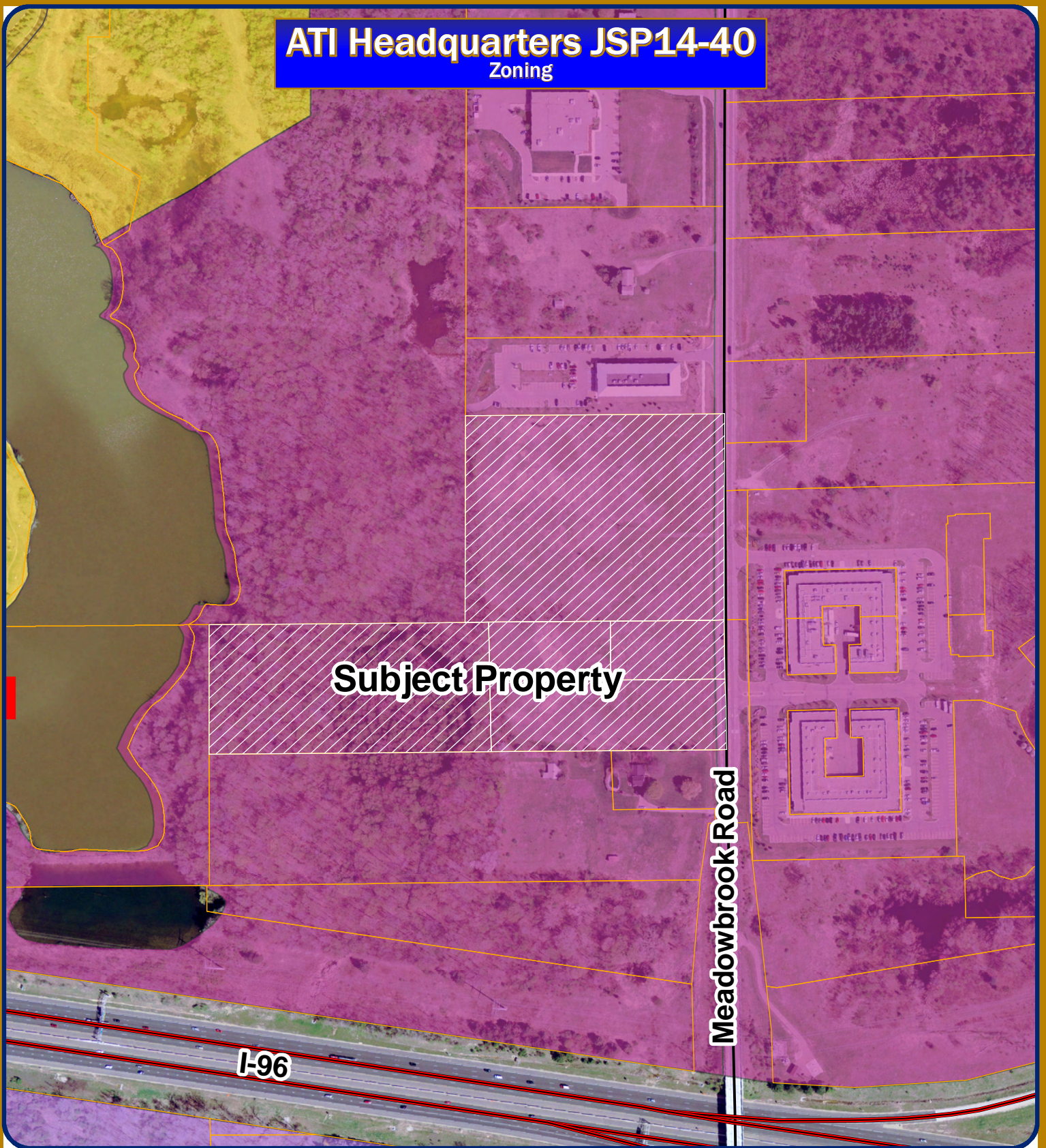
**City of Novi**

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



# ATI Headquarters JSP14-40

## Zoning



**Subject Property**

**Meadowbrook Road**





**I-96**

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**Map Legend**

-  Subject Property
-  RM-1: Low-Density Multiple Family
-  I-1: Light Industrial District
-  OST: Office Service Technology



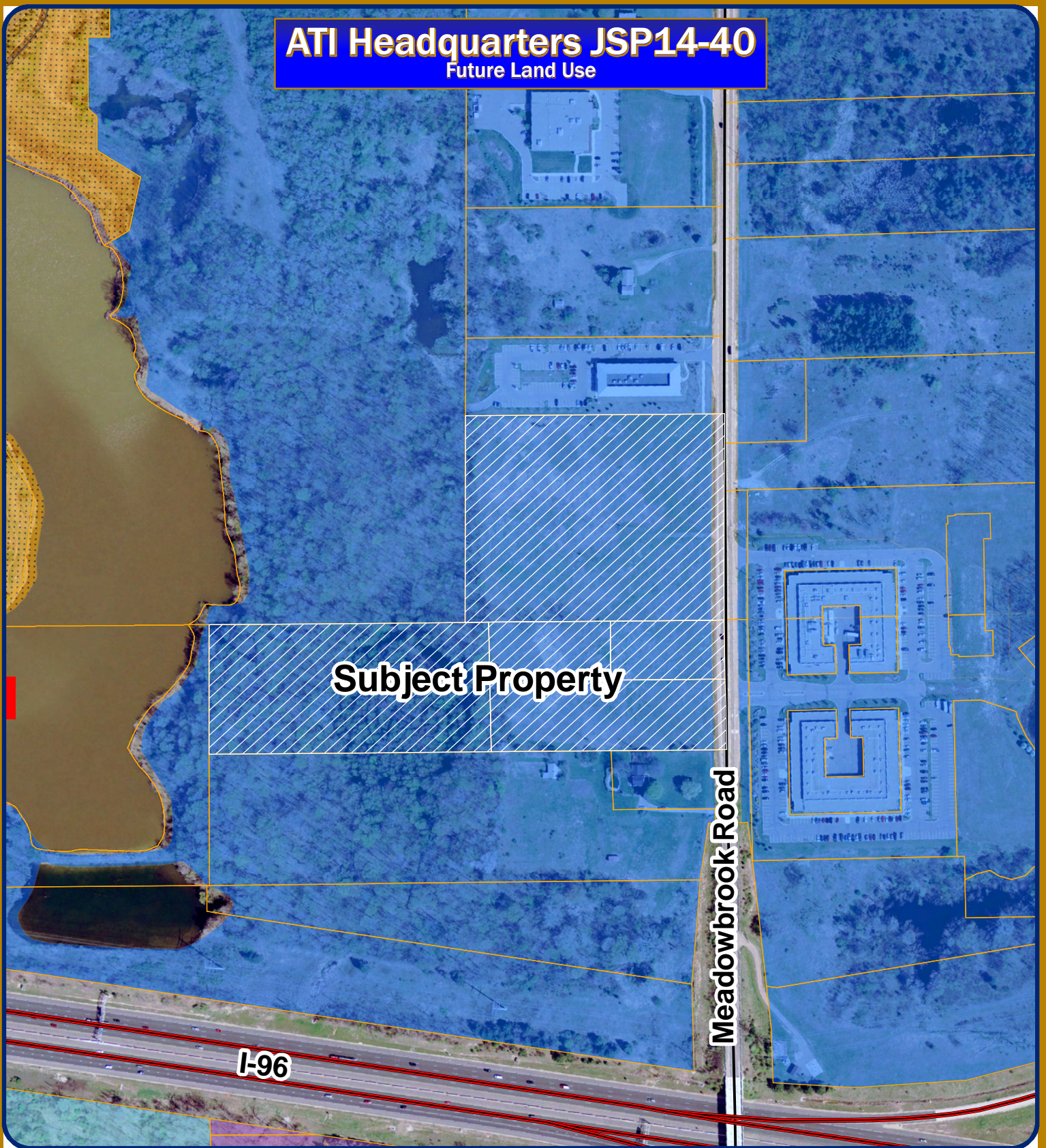
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 45175 W Ten Mile Rd  
 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)



# ATI Headquarters JSP14-40

Future Land Use



**Subject Property**

**Meadowbrook Road**





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**Map Legend**

-  Subject Property
-  PD1
-  Office RD Tech
-  Industrial RD Tech
-  Public



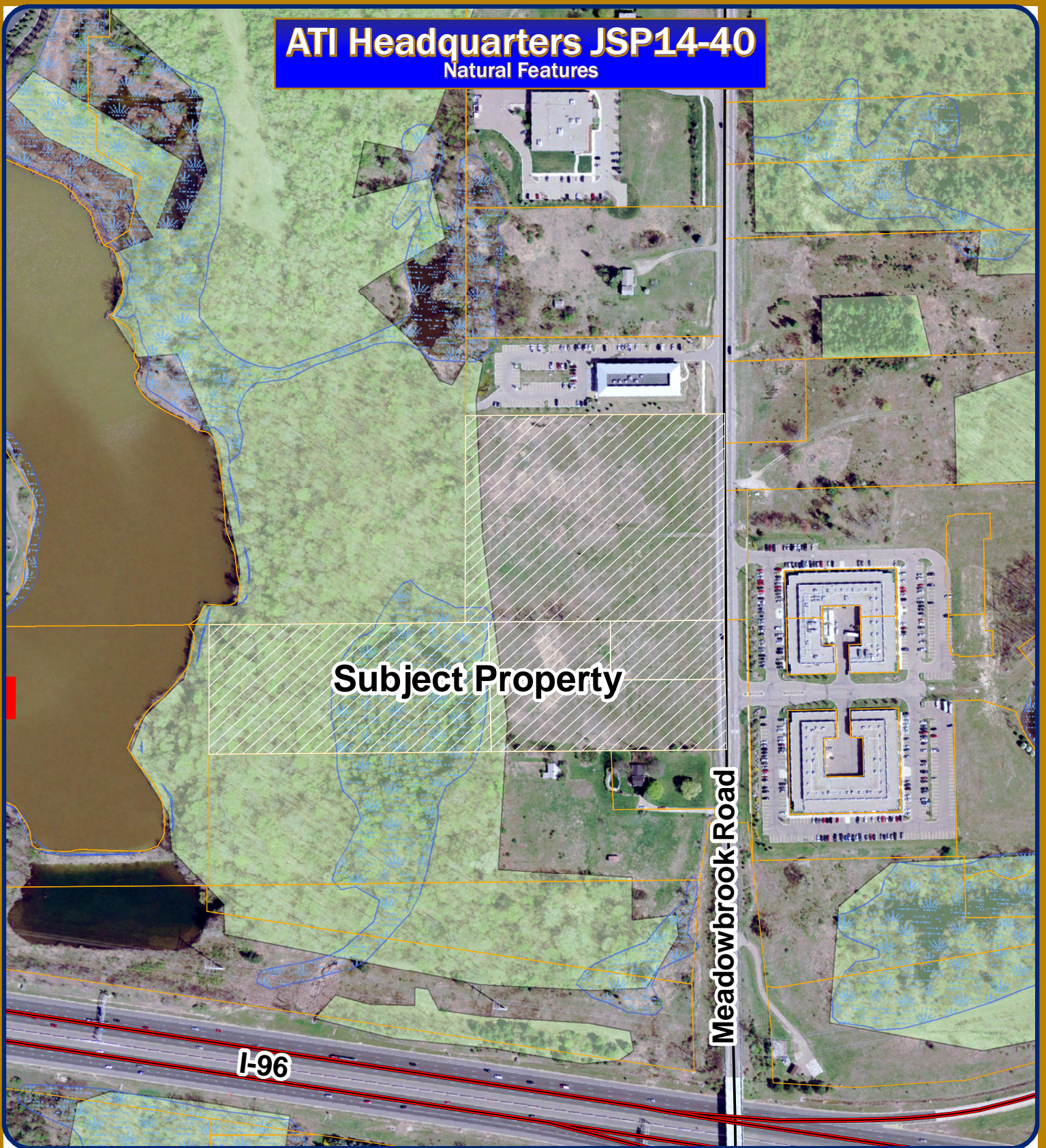
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# ATI Headquarters JSP14-40

## Natural Features






**Subject Property**

**Meadowbrook Road**

**I-96**

Map Author: Kristen Kapelanski  
 Date: 09-30-14  
 Project: ATI Headquarters JSP14-40  
 Version #: 1.0

### Map Legend

-  Subject Property
-  Wetlands
-  Woodlands

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**SITE PLAN**

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

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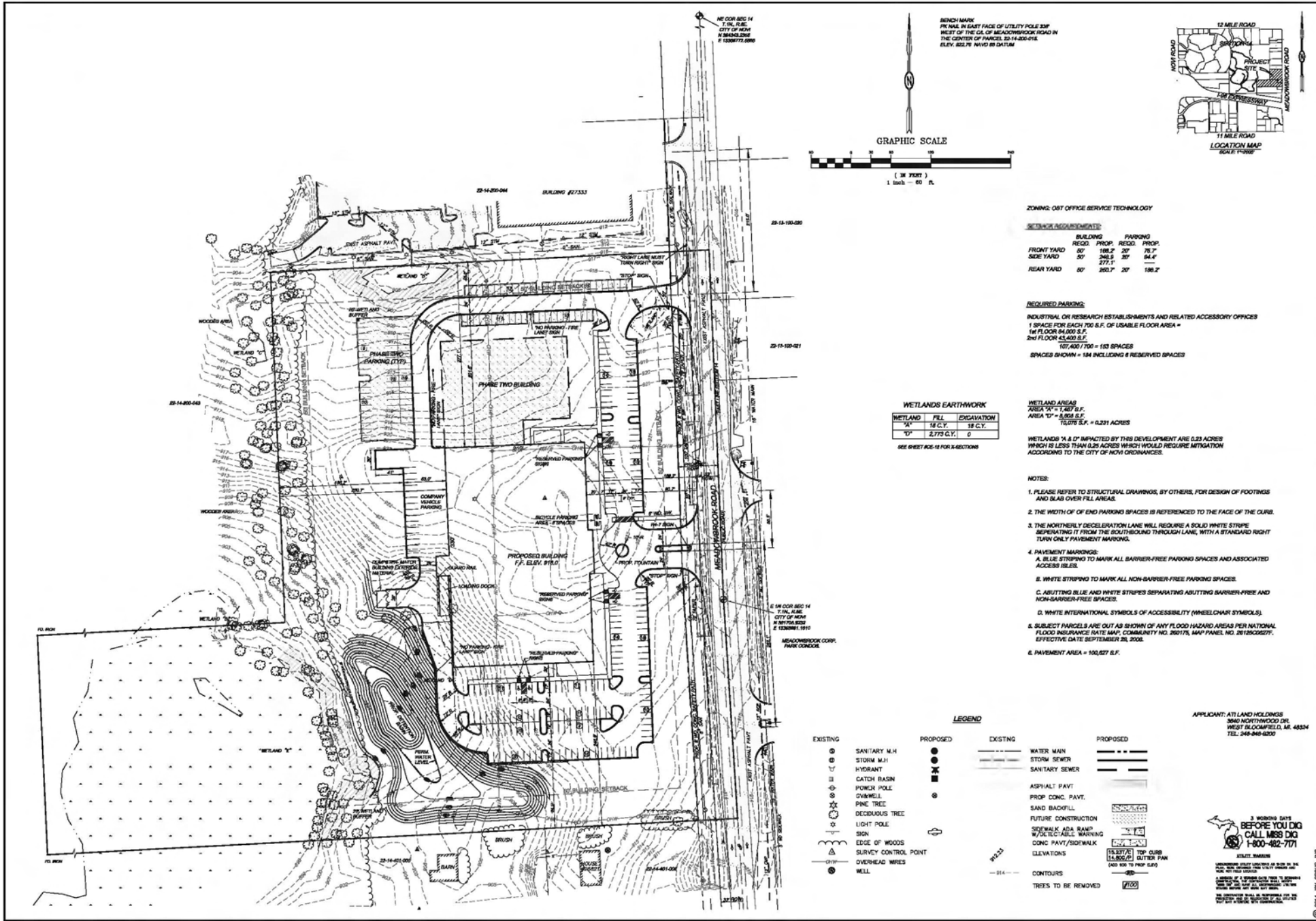
Drawn: _____	DATE: _____
Designed: _____	DATE: _____
Checked: _____	DATE: _____

PRELIMINARY SITE PLAN

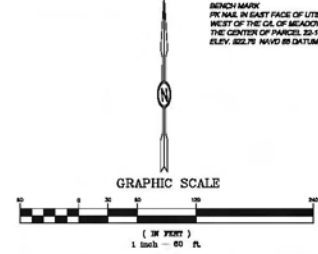
ACCURATE TECHNOLOGIES INC.  
 3846 NORTHWOOD DR.  
 WEST SILVERFIELD, AL 35654  
 TEL: 256-948-8200

Scale: 1"=60'  
 Date: 8-28-14  
 Job No.: 10198

Sht. No.: CE-2



BENCH MARK  
 PIN NAIL IN EAST FACE OF UTILITY POLE 83F  
 WEST OF THE C/L OF MEADOWBROOK ROAD IN  
 THE CENTER OF PANELS 22-14-200-016  
 ELEV. 822.79 NAVD 83 DATUM



ZONING: OBT OFFICE SERVICE TECHNOLOGY

**SETBACK REQUIREMENTS:**

BUILDING	RECD.	PROP.	RECD.	PROP.
FRONT YARD	50'	108.2'	20'	75.7'
SIDE YARD	50'	246.9'	30'	84.4'
REAR YARD	50'	250.7'	20'	188.2'

**REQUIRED PARKING:**  
 INDUSTRIAL OR RESEARCH ESTABLISHMENTS AND RELATED ACCESSORY OFFICES  
 1 SPACE FOR EACH 700 S.F. OF USABLE FLOOR AREA =  
 1st FLOOR 84,000 S.F.  
 2nd FLOOR 63,450 S.F.  
 107,450 / 700 = 153 SPACES  
 SPACES SHOWN = 184 INCLUDING 8 RESERVED SPACES

**WETLANDS EARTHWORK**

WETLAND	FILL	EXCAVATION
"A"	16 C.Y.	18 C.Y.
"D"	2,773 C.Y.	0

SEE SHEET 202-14 FOR CALCULATIONS

**WETLAND AREAS**  
 AREA "A" = 1.407 ACRES  
 AREA "D" = 0.858 ACRES  
 TOTALS S.F. = 0.261 ACRES

WETLANDS "A" & "D" IMPACTED BY THIS DEVELOPMENT ARE 0.23 ACRES WHICH IS LESS THAN 0.25 ACRES WHICH WOULD REQUIRE MITIGATION ACCORDING TO THE CITY OF NOVY ORDINANCES.

- NOTES:**
- PLEASE REFER TO STRUCTURAL DRAWINGS, BY OTHERS, FOR DESIGN OF FOOTINGS AND SLAB OVER FILL AREAS.
  - THE WIDTH OF END PARKING SPACES IS REFERENCED TO THE FACE OF THE CURB.
  - THE NORTHERLY DECCELERATION LANE WILL REQUIRE A SOLID WHITE STRIPE SEPARATING IT FROM THE SOUTHBOUND THROUGH LANE, WITH A STANDARD RIGHT TURN ONLY PAVEMENT MARKING.
  - PAVEMENT MARKINGS:  
 A. BLUE STRIPING TO MARK ALL NON-BARRIER-FREE PARKING SPACES AND ASSOCIATED ACCESS ISLES.  
 B. WHITE STRIPING TO MARK ALL NON-BARRIER-FREE SPACES.  
 C. ABUTTING BLUE AND WHITE STRIPES SEPARATING ABUTTING BARRIER-FREE AND NON-BARRIER-FREE SPACES.  
 D. WHITE INTERNATIONAL SYMBOLS OF ACCESSIBILITY (WHEELCHAIR SYMBOLS).  
 E. SUBJECT PARCELS ARE OUT AS SHOWN OF ANY FLOOD HAZARD AREAS PER NATIONAL FLOOD INSURANCE RATE MAP, COMMUNITY NO. 280176, MAP PANEL NO. 28150C0207, EFFECTIVE DATE SEPTEMBER 28, 2008.  
 F. PAVEMENT AREA = 100,827 S.F.

**LEGEND**

EXISTING	PROPOSED	EXISTING	PROPOSED
○ SANITARY M.H.	● SANITARY M.H.	— WATER MAIN	— WATER MAIN
○ STORM M.H.	● STORM M.H.	— STORM SEWER	— STORM SEWER
○ HYDRANT	● HYDRANT	— SANITARY SEWER	— SANITARY SEWER
○ CATCH BASIN	● CATCH BASIN	— ASPHALT PAVT.	— ASPHALT PAVT.
○ POWER POLE	● POWER POLE	— PROP. CONC. PAVT.	— PROP. CONC. PAVT.
○ DWM/ELL	● DWM/ELL	— SAND BACKFILL	— SAND BACKFILL
○ PINE TREE	● PINE TREE	— FUTURE CONSTRUCTION	— FUTURE CONSTRUCTION
○ DECIDUOUS TREE	● DECIDUOUS TREE	— SIDEWALK ADA RAMP	— SIDEWALK ADA RAMP
○ LIGHT POLE	● LIGHT POLE	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
○ SIGN	● SIGN	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
○ EDGE OF WOODS	● EDGE OF WOODS	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
○ SURVEY CONTROL POINT	● SURVEY CONTROL POINT	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
○ OVERHEAD WIRES	● OVERHEAD WIRES	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
○ WELL	● WELL	— CONC. PAVT./SIDEWALK	— CONC. PAVT./SIDEWALK
		— CONTOURS	— CONTOURS
		— TREES TO BE REMOVED	— TREES TO BE REMOVED

APPLICANT: ATI LAND HOLDINGS  
 3846 NORTHWOOD DR.  
 WEST SILVERFIELD, AL 35654  
 TEL: 256-948-8200

3 WORKING DAYS  
**BEFORE YOU DIG**  
 CALL MISS DIG  
 1-800-482-7171

MISSISSIPPI TURN CURB  
 (15,850/2) OUTER PAN  
 1400 FOR TO PAIP 6.50

## PLANNING REVIEW

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# PLAN REVIEW CENTER REPORT

September 25, 2014

## Planning Review

ATI Headquarters

**JSP14-40**

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### Petitioner

ATI Land Holdings LLC

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: West side of Meadowbrook Road between Twelve Mile Road and Eleven Mile Road (Section 14)
- Site Zoning: OST, Planned Office Service Technology
- Adjoining Zoning: North, South, East and West: OST
- Current Site Use: Vacant
- Adjoining Uses: North and East: existing office; South: vacant and single-family home; West: vacant
- School District: Walled Lake District
- Site Size: 12.56 acres
- Plan Date: 08-29-14

### Project Summary

The applicant is proposing to construct a 107,400 square foot research and office building with associated parking and landscaping on the west side of Meadowbrook Road between Twelve Mile Road and Eleven Mile Road. The site plan indicates two separate phases. Staff understands that the applicant is seeking approval of Phase 1 only at this time. Review comments for Phase 2 have not been provided.

### Recommendation

**Staff recommends approval of the Preliminary Site Plan.** There are minor planning related items to be addressed on the Final Site Plan submittal. Planning Commission approval of the Preliminary Site Plan, Wetland Permit and Stormwater Management Plan is still required.

### Ordinance Requirements

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 23A (Planned Office Service Technology District), Article 24 (Schedule of Regulations), Article 25 (General Provisions) and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant.

1. Number of Parking Spaces: The number of parking spaces is based on the usable floor area of the building and on the number of employees in the largest working shift, whichever is the larger requirement. **The applicant should indicate the number of employees in the largest working shift on the plan set.**
2. Loading Zone Screening: **A screen wall must be provided for the proposed loading zone.**
3. Economic Impact: Application materials indicate approximately 200 jobs will be created with the first phase of development. **The applicant should provide the total cost of the site improvements and proposed building in the response letter.**

4. Lighting Plan: There are several pieces of information missing from the proposed site lighting plan, including the site lighting ratios and photometric data. **The applicant should address the items identified in the lighting review chart as part of the final site plan.** Additionally, it appears wall packs are not proposed for the building. **The applicant should confirm this or add any proposed building lighting to the site lighting plan.**
5. Bicycle Parking: Bicycle parking is located near front doors and is appropriately connected to sidewalks through the site. The applicant has provided the required 8 bicycle parking spaces. **A detail of the layout should be provided on the detail sheet so that spacing can be verified.**
6. Parcel Split: At this time, no property combination or split has been submitted and the Community Development Department has not received a request for condominium approval that would affect the subject property. **The applicant must create this parcel prior to Stamping Set approval. Plans will not be stamped until the parcel is created.**
7. 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.

#### Site Addressing

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found on the Internet at [www.cityofnovi.org](http://www.cityofnovi.org) under the forms page of the Community Development Department.

Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

#### 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](mailto:smarchioni@cityofnovi.org)] in the Community Development Department.

#### 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.

#### Response Letter

A letter from either the applicant or the applicant's representative addressing comments in this and other review letters is required prior to consideration by the Planning Commission and with the next plan submittal.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0586 or [kkapelanski@cityofnovi.org](mailto:kkapelanski@cityofnovi.org).



**Planning Review Summary Chart**

ATI Headquarters: JSP 14-40  
 Preliminary Site Plan Review  
 Plan Date: 8-29-14

Item	Proposed	Meets Requirements?	Comments
<b>Master Plan</b> Office, Research Development & Technology	Office	Yes	
<b>Zoning</b> OST	OST	Yes	
<b>Use</b> Various office & accessory uses	2 story research & development office	Yes	
<b>Max. Building Height</b> <b>(Sec. 2400.u)</b> 46 ft. or 3 stories with possibility of additional building height	33 ft. to top of rooftop screening	Yes	
<b>Building Setbacks (Sec. 2400)</b>			
Front (east/Meadowbrook): 50 ft.	132 ft. (from future ROW)	Yes	
Interior Side (north): 50 ft.	201+ ft.	Yes	
Interior Side (south): 50 ft.	246+ ft.	Yes	
Rear (west): 50 ft.	250+ ft.	Yes	
<b>Parking Setbacks (Sec. 2400)</b>			
Front (east/Meadowbrook): 50 ft.	55 ft. (from future ROW)	Yes	
Interior Side (north): 20 ft.	35 ft.	Yes	
Interior Side (south): 20 ft.	99+ ft.	Yes	
Rear (west): 20 ft.	186+ ft.	Yes	
<b>Number of Parking Spaces</b> (Sec. 2303A.3)  One space for each seven hundred square feet of usable floor area or five plus one for each one and one-half employees in the largest working shift, whichever is greater.	199 spaces (including 15 spaces for vehicle parking) and areas for future parking expansion	Yes?	<b>Applicant should indicate number of employees in largest working shift so parking calculations can be determined</b>  <b>The area for future parking expansion was noted but not reviewed at this time</b>  <b>The applicant should confirm company vehicles will have valid license plates</b>
<b>Parking Space Dimensions</b> (Sec. 2506) 9 ft. x 19 ft. parking spaces with 24 ft. drives  9 ft. x 17 ft. parking spaces along curbs	9 ft. x 19 ft. parking spaces with 24 ft. drives and 9 ft. x 17 ft. spaces along the perimeter of the site	No	<b>4 inch curbs should be indicated wherever 17 ft. spaces are proposed</b>

Item	Proposed	Meets Requirements?	Comments
<b>Barrier Free Spaces</b> (Barrier Free Code) 6 accessible spaces; 1 space must be van accessible	6 barrier free spaces, all of which are van accessible	Yes	
<b>Barrier Free Space Dimensions</b> (Barrier Free Code) 8 ft. wide with an 8 ft. wide access aisle for van accessible	8 ft. wide with an 8 ft. wide access aisle	Yes	
<b>Barrier Free Signs</b> (Barrier Free Design Graphics Manual) 1 barrier free sign per space	Signs indicated	Yes	
<b>Loading Spaces</b> (Sec. 2507) 5 square feet per front foot of building = 330 x 5 = 1,650 sq. ft. up to <b>360 sq. ft.</b>  All loading shall be in the rear yard	900 sq. ft. loading dock shown in rear of site. No screen wall indicated	<b>No</b>	<b>The loading zone must be screened with a screen wall.</b>
<b>Loading Space Screening</b> (Sec. 2302A.1) View of loading & waiting areas must be shielded from rights of way & adjacent properties			
<b>Accessory Structure Setback-Dumpster</b> (Sec. 2503) Located in the rear yard  Min. 10 ft. from any building unless structurally attached & setback the same as parking from all property lines	Dumpster located in the rear yard and setback appropriately	Yes	
<b>Dumpster</b> (Chap. 21,Sec. 21-145) Screening of not less than 5 ft. on 3 sides of dumpster required, interior bumpers or posts must also be shown  Screening should be 1 foot taller than dumpster	Screening on 3 sides of dumpsters shown to match building	<b>Yes?</b>	<b>Applicant should provide height of proposed screening and interior bumpers or posts</b>
<b>Exterior Lighting</b> (Sec. 2511) Photometric plan & exterior lighting details needed at final site plan	Plan provided	<b>See lighting review chart</b>	<b>Applicant should confirm building pack lighting is not proposed as none is indicated on the photometric plan</b>
<b>Sidewalks</b> (Non-Motorized Plan) 8 ft. pathway required along	8 ft. pathway along Meadowbrook and connected to site	Yes	

Item	Proposed	Meets Requirements?	Comments
Meadowbrook Building exits must be connected to sidewalk system or parking lot			
<p><b>Bicycle Parking (Sec. 2526)</b>                      5% of required automobile spaces= 5% of 153 =<b>8 required bicycle spaces</b></p> <p>Located along the building approach line &amp; easily accessible from the building entrance</p> <p>Max. 120 ft. from entrance being served or the nearest auto parking space to that entrance</p> <p>Must be accessible via a paved 6 ft. wide route &amp; separated from auto facilities</p> <p>4 ft. wide maneuvering lane required with a 6 ft. parking space width &amp; a depth of 2 ft. for single spaces &amp; 2.5 ft. for double spaces</p>	8 bicycle parking spaces identified	Yes?	<p><b>Applicant should provide a detail of the bicycle parking area so that layout requirements can be confirmed</b></p>
<p><b>Economic Impact</b>                      Total cost of proposed building &amp; site improvements</p> <p>Number of jobs created (during construction &amp; after building is occupied) if known</p>	200 jobs created (up to 300 jobs with expansion area in the future)	Information to be provided	<p><b>Address total cost of proposed building and site improvements in response letter</b></p>
<p><b>Exterior Signs</b>                      Signage is not regulated by the Planning Division or Planning Commission</p>	None shown	If a sign is proposed, contact Jeannie Niland at 248.347.0438 or <a href="mailto:jniland@cityofnovi.org">jniland@cityofnovi.org</a> for information	



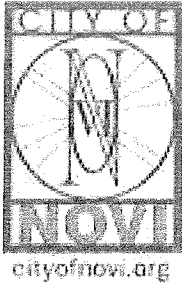
**Lighting Review Summary Chart**

Item	Meets Requirements?	Comments
<p><b>Intent</b> (Section 2511.1)</p> <p>Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties, reduce unnecessary transmission of light into the night sky</p>	<p>Yes?</p>	<p>Light levels not identified on site lighting plan</p>
<p><b>Lighting Plan</b> (Section 2511.2.a.1)</p> <p>Site plan showing location of all existing and proposed buildings, landscaping, streets, drives, parking areas and exterior lighting fixtures</p>	<p>Yes</p>	
<p><b>Lighting Plan</b> (Section 2511.2.a.2)</p> <p>Specifications for all proposed and existing lighting fixtures including:</p> <ul style="list-style-type: none"> <li>▪ Photometric data</li> <li>▪ Fixture height</li> <li>▪ Mounting &amp; design</li> <li>▪ Glare control devices</li> <li>▪ Type and color rendition of lamps</li> <li>▪ Hours of operation</li> <li>▪ Photometric plan</li> </ul>	<p>No</p>	<p>Photometric data and hours of operation not provided</p>
<p><b>Required conditions</b> (Section 2511.3.a)</p> <p>Height not to exceed maximum height of zoning district or 25 feet where adjacent to residential districts or uses.</p>	<p>Yes</p>	
<p><b>Required Notes</b> (Section 2511.3.b)</p> <ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- No flashing light shall be permitted</li> <li>- Only necessary lighting for security purposes and limited operations shall be permitted after a site's hours of operation.</li> </ul>	<p>No</p>	<p>Required notes must be added to the site lighting plan</p>
<p><b>Required conditions</b> (Section 2511.3.e)</p> <p>Average light level of the surface being lit to the lowest light of the</p>	<p>Unknown</p>	<p>Avg/Min ratio must be provided</p>

Item	Meets Requirements?	Comments
surface being lit shall not exceed 4:1.		
<p><b>Required conditions</b>  <i>(Section 2511.3.f)</i></p> <p>Use of true color rendering lamps such as metal halide is preferred over high and low pressure sodium lamps.</p>	Yes	
<p><b>Minimum Illumination</b>  <i>(Section 2511.3.k)</i></p> <ul style="list-style-type: none"> <li>- Parking areas- 0.2 min</li> <li>- Loading and unloading areas- 0.4 min</li> <li>- Walkways- 0.2 min</li> <li>- Building entrances, frequent use- 1.0 min</li> <li>- Building entrances, infrequent use- 0.2 min</li> </ul>	Unknown	Photometric data must be provided
<p><b>Maximum Illumination adjacent to Non-Residential</b>  <i>(Section 2511.3.k)</i></p> <p>When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle</p>	Unknown	Photometric data must be provided
<p><b>Cut off Angles</b>  <i>(Section 2511.3.1(2))</i></p> <p>All cut off angles of fixtures must be 90 degrees when adjacent to residential districts</p>	Yes	

## ENGINEERING REVIEW

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## PLAN REVIEW CENTER REPORT

09/25/2014

### Engineering Review

ATI Headquarters

JSP14-0040

#### Applicant

ATI LAND HOLDINGS LLC

#### Review Type

Preliminary Site Plan

#### Property Characteristics

- Site Location: W. of Meadowbrook Road and E. of Twelve Mile Road
- Site Size: 16.95 acres
- Plan Date: August 29, 2014

#### Project Summary

- Construction of an approximately 107,400 square-foot two story building and associated parking. Site access would be provided by two driveways onto Meadowbrook Road.
- Water service would be provided by an 8-inch extension from the existing 16-inch water main along the east side of Meadowbrook Rd. A 4-inch domestic lead and a fire lead would be provided to serve the building, along with 3 additional hydrants
- Sanitary sewer service would be provided by a 6-inch lead from the existing 8-inch sanitary sewer along the west side of Meadowbrook Rd.
- Storm water would be collected by a single storm sewer collection system and detained in an on-site basin.

#### Recommendation

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

#### Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, 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. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
3. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of paved areas, and illustrate on the profiles.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
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. Provide a note stating if dewatering is anticipated or encountered during construction a dewatering plan must be submitted to the Engineering Department for review.
7. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
8. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.
9. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal.

Water Main

10. Provide a 20-foot wide easement centered on the proposed water.
11. Provide a profile for all proposed water main 8-inch and larger.
12. 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

1. Provide a 20-foot wide access easement to the monitoring manhole from the right-of-way (rather than a public sanitary sewer easement).
2. Provide a note on the Utility Plan stating the sanitary lead will be buried at least 5 feet deep where under the influence of pavement.

3. The Oakland County Water Resource Commission IWC form for non-domestic sites must be submitted prior to Final Stamping Set approval.

#### Storm Sewer

4. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
5. 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

6. 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.
7. Provide calculations verifying the post-development runoff rate directed to the proposed receiving drainage course does not exceed the pre-development runoff rate for the site.
8. An adequate maintenance access route to the basin outlet structure and any other pretreatment structures shall be provided (15 feet wide, maximum slope of 1V:5H, and able to withstand the passage of heavy equipment). Verify the access route does not conflict with proposed landscaping.
9. Provide a 5-foot wide stone bridge allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary.
10. 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.
11. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
12. Provide a soil boring in the vicinity of the storm water basin to determine soil conditions and to establish the high water elevation of the groundwater table.
13. Relocate the basin inlet and outlet to maximize detention time.

#### Paving & Grading

14. Verify the slopes along the ingress/egress routing to the building from the barrier-free stalls comply with Michigan Barrier-Free regulations.
15. Revise the sidewalk detail to show a cross slope of 2% maximum.
16. The right-of-way sidewalk shall continue through the drive approach. If like materials are used for each, the sidewalk shall be striped through the approach. The sidewalk shall be increased to 8-inches thick along the crossing or match the proposed cross-section if the approach is concrete. The thickness of the sidewalk shall be increased to 8 inches across the drive approach. Provide additional spot grades as necessary to verify the maximum 2-percent cross-slope is maintained along the walk.

17. Provide a detail for the gutter through the island that demonstrates that erosion of the material in the island will not occur.
18. Clearly show 4-inch curb and gutter adjacent to the end of 17-foot parking stalls.
19. Provide details for proposed retaining wall.

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

20. 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:**

21. 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.
22. 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.
23. 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:**

24. 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).
25. 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.
26. 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.
27. 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.

28. A permit for work within the right-of-way of Meadowbrook Road 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.
29. 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.
30. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
31. 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.
32. 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.
33. 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.
34. 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.

  
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cc: Ben Croy, Engineering  
Brian Coburn, Engineering  
Kristen Kapelanski, Community Development Department  
Michael Andrews, Water & Sewer Dept.



TRAFFIC REVIEW

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September 25, 2014

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

**SUBJECT: Accurate Technologies, Inc., JSP14-0040,  
Traffic Review of Preliminary Site Plan and Traffic Impact Study, PSP14-0158**

Dear Ms. McBeth:

At your request, we have reviewed the above and offer the following recommendation and supporting comments.

### **Recommendation**

We recommend approval of the preliminary site plan, subject to the final site plan satisfactorily addressing the issues shown below in **bold**.

### **Site Description**

What is the applicant proposing, and what are the surrounding land uses and road network?

1. In the initial phase of a potential two-phase development, the applicant is proposing a two-story, 107,400-s.f. building probably best characterized as an R&D use. According to the September 5, 2014 “ATI Narrative Letter” accompanying the site plan, it appears that the building now proposed has been planned to accommodate “at least 200 employees”; however, we understand that this number may be revised downward to 160 employees, since that is what the applicant’s traffic study assumes. The potential latter addition of a “Phase Two” building – shaded on the site plan – would presumably add space sufficient to accommodate “up to 300 employees in the long term,” as also indicated in the applicant’s September letter.
2. Our two attached aerial photos show existing conditions in the general area. Immediately north of the subject site is a relatively small office building. Across the road – and offset somewhat to the south – is Meadowbrook Corporate Park (MCP). The latter consists of two one-story buildings totaling 110,000 s.f. and capable of housing 200 employees (per the MCP property manager, who told HRC that the south building is now 100% occupied and the north building is now 85% occupied). We reviewed MCP for the City in 1999-2001 as potentially having future phases and an eventual total of 260,000 s.f.; however, to the best of our knowledge, no active site plans exist for those potential future phases.
3. Meadowbrook Road is a 40-mph, 2-3-lane minor arterial under City of Novi jurisdiction. According to automated traffic counts done by the applicant’s traffic consultant this past June, this section of Meadowbrook was then serving about 10,500 vehicles per day. It is unclear, however, how much that volume was impacted by the construction-related closure – then underway – of 11 Mile Road west of Meadowbrook.

### Trip Generation and Traffic Impact Study

How much new traffic would be generated? Was a traffic study submitted and was it satisfactory?

4. We have reviewed the applicant's traffic study, prepared by HRC and dated 8-14-14. After having follow-up conversations with HRC regarding certain issues, we find the traffic study satisfactory. Key findings and conclusions of the study are summarized below.
5. Since the applicant has indicated that ATI "likes to have larger offices and cubes and work spaces than typical," HRC decided that trip rates per employee would be more appropriate to use in this case than trip rates per square foot of building space. Also based on information received by HRC, the traffic study assumed an ultimate (2020) employment in the building now proposed of 160 employees (although initial occupancy may approximate half that). The resulting 2020 trip generation forecast can be summarized as follows:

**HRC Trip Generation Forecast**

Land Use	ITE Use #	Size	Daily Trips	AM Peak-Hour Trips			PM Peak-Hour Trips		
				In	Out	Total	In	Out	Total
R&D Center	760	160 Employees	652	77	12	89	9	82	91

6. Although the site plan shows a potential Phase Two building and its associated parking, it is our understanding that those elements have not been formally proposed as a future development phase, and their illustration on the site plan has no "status," per se. HRC was not provided any information regarding the potential building expansion, and as a result, did not provide a trip generation forecast for such. While the City's *Site Plan and Development Manual* (p. 48) states that "for projects to be developed in phases, trip generation by phase shall be described," it appears that this requirement does not strictly apply to the proposed development.
7. HRC made peak-period traffic counts at Meadowbrook Road's intersections with 12 Mile, the two MCP driveways, and 11 Mile. Those counts (with the exception of the volumes entering and exiting MCP) were then increased by 2% per year between 2014 and assumed build-out in 2020, so as to forecast future background traffic.
8. The forecasted site traffic was distributed based on current traffic patterns and the proposed site layout. Since it was found that the site traffic expected to pass through the 11 Mile and 12 Mile intersections would constitute less than 5% of the total entering traffic at those locations, the study's capacity analyses were limited to Meadowbrook's intersections with the two existing and two proposed driveways.
9. In the AM peak hour at site build-out, the turns into and out of all four driveways are expected to operate at very acceptable levels of service of A-C. This would also be true in the PM peak hour, with the exception of left and right turns exiting the proposed north driveway, which would operate at a still-acceptable LOS D (29.5-sec average delay), and left turns exiting MCP's south drive, which would also operate at LOS D (34.6-sec average delay).

10. Although the study applied the MDOT warrant chart to show that both access drives would warrant deceleration tapers, our application of the appropriate City warrant chart (DCS Fig IX.10) reaches the same conclusion.
11. HRC's assignment of site traffic shows the south driveway serving a total of 75 one-way vehicle trips in the AM peak hour and 78 such trips in the PM peak hour. Since both of these volumes are less than the City's 200-trip threshold requiring a minimum opposite-side driveway spacing of more than 200 ft, the determination of the appropriate minimum spacing relative to MCP's south drive depends entirely on the potential volume using the latter drive at MCP build-out. HRC's recent counts show that MCP's south drive is now serving only 38 one-way trips in the AM peak hour and 33 such trips in the PM peak hour. However, based on the MCP employment information obtained from the park's property manager, HRC forecasts that full occupancy of the two existing MCP buildings – 200 R&D employees – can be expected to generate (per ITE employee-based trip rates) a total of 107 trips in the AM peak hour and 109 trips in the PM peak hour. Relative to the City's opposite-side driveway spacing requirement, it is clear that MCP's south drive would serve – at full occupancy of the existing two buildings – significantly fewer than 200 peak-hour trips.

### **Vehicular Access Locations**

Do the proposed driveway locations meet City spacing standards?

12. The proposed north drive scales 183 ft south of the existing drive to the north (near-curb to near-curb), whereas the City's Design and Construction Standards (DCS Sec 11-216(d)(1)d) requires a minimum spacing of 185 ft. **To avoid the apparent need for a same-side driveway spacing waiver, the north drive should be shifted 2 ft further south to provide a same-side, near-curb to near-curb spacing of at least 185 ft, and the plan should dimension the driveway spacing in that fashion and/or simply delete the existing center-to-center dimension.**
13. The same-side spacing between the two proposed site access drives scales 333 ft, but the dimensions of the constituent elements suggest that the spacing actually proposed is 335 ft (the implied scaling discrepancy may explain the issue we discuss in the preceding comment). Either value would be well in excess of the City's 185-ft minimum.
14. The proposed main (or south) drive is appropriately dimensioned – with respect to its definition of the effective boulevard centerlines – as being 86.5 ft south of MCP's existing north drive and 282.1 ft north of MCP's existing south drive (although expressing these dimension to the nearest foot would be fine). Regarding these two driveway spacings:
  - a. The opposite-side driveway spacing to the north in this case is related to the potential for exiting left-turn interlock and possible cross-over movements between the ATI and MCP sites. **Since DCS Fig IX.12 requires a minimum spacing of 150 ft and the plan proposes a spacing of only 86.5 ft, a Planning Commission waiver is required.**
  - b. The opposite-side driveway spacing to the south in this case is related to the potential for entering left-turn interlock in the two-way left-turn lane of Meadowbrook Road, a type of interlock we generally believe to be of greater importance relative to traffic safety. DCS

Fig IX.12 requires a minimum spacing of 200 ft where both drives can be expected to generate fewer than 200 peak-hour trips; 300 ft where either drive can be expected to generate 200-300 peak-hour trips; and 400 ft where either drive can be expected to generate more than 300 peak-hour trips. As indicated above, HRC's traffic study states that none of the four driveways (two existing and two proposed) in this case serve or will serve more than 200 trips, thereby supporting the applicability of the 200-ft minimum driveway spacing and the acceptability of the south driveway location proposed.

### **Vehicular Access Improvements**

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

15. Given the same-side spacing between this site's proposed north drive and the existing drive to the north, a deceleration taper for the north drive would overlap with the acceleration taper now serving the existing neighboring drive; hence, the site plan appropriately proposes a continuous auxiliary lane between those two drives. A single RIGHT LANE MUST TURN RIGHT (R3-7R) sign has been proposed, and plan note 3 cites (but does not illustrate) the need for a solid white stripe and standard right-turn-only pavement markings.
16. Per DCS Fig IX.11, the plan proposes a City-standard 25-ft-long acceleration lane for the north drive and a City-standard 25-ft-long deceleration lane for the south drive, accompanied by standard 75-ft and 100-ft tapers, respectively. This would leave only about 40 ft between the north drive's acceleration taper and the south drive's deceleration taper. **Per DCS Sec 11-216(d)(5), less than a 100-ft separation of consecutive tapers is not permitted, so a continuous auxiliary lane must be proposed between the two site driveways** (as was previously required between the two MCP drives, as can be seen in our attached aerial photo). This will make this section of Meadowbrook Road five lanes wide.
17. South of the proposed south access drive, the proposed 75-ft-long acceleration taper would be tangential to the exiting curb return. **A City-standard 25-ft-long acceleration lane should be inserted here, since additional land redevelopment to the south will likely require the future widening of Meadowbrook Road in the fashion we have recommended above** (and with a short acceleration lane added, such additional widening could be accomplished with less disruption to ATI's south drive).
18. **No later than the final site plan, a larger-scale drawing detailing all proposed improvements to Meadowbrook Road should be provided. This drawing will have to propose new pavement markings as well as traffic control signs.**

### **Access Drive Design and Control**

Are the proposed design, pavement markings, and signage satisfactory?

19. The design of both access drives meets City standards (per DCS Fig IX.1), with the exception of the proposed curb return radii. Although the City-standard curb return radius for a commercial drive is 20 ft, the larger (35-ft) radii proposed here are either (a) appropriate at the north drive, given the large trucks expected to use that drive, or (b) optional at the south drive given the 40-mph speed limit and the fact that MCP's boulevard drive already features 30-ft radii.

20. As requested in our pre-application review comments, STOP signs are proposed for traffic exiting both drives and a diagrammatic Keep Right (R4-7) sign is proposed on the east end of the boulevard island. However, **another diagrammatic Keep Right (R4-7) sign needs to be proposed on the west end of the boulevard island.**

### **Pedestrian Access**

Are pedestrians safely and reasonably accommodated?

21. As we requested in our pre-application review comments, a 6-ft-wide sidewalk connection to the Meadowbrook safety path is proposed just north of the site's main access drive. **Per the MMUTCD, the zebra-bar crosswalk extending to the building pad should be labeled as white.**
22. The proposed ramp at the west end of the above crosswalk would be inadequate to also serve visitors being dropped off near the front doors. The grading plan now shows a continuous 0.33-ft-high sidewalk along the visitor drop-off area. **A large ADA-compatible ramp inserted directly in front of the main building entrance.**

### **Circulation and Parking**

Can vehicles safely and conveniently maneuver through the site?

23. As indicated on the proposed grading plan (sheets CE-3 and CE-4), all internal curbs are proposed to be limited in height to 0.33 ft, which permits all perimeter parking spaces to be reduced in length to 17 ft. To help ensure that this parking space length is referenced to the face (rather than back) of curb, **a plan note should be added reading "The length of all perimeter parking spaces is referenced to the face of the curb or walk."**
24. **The existing plan note reading "The width of end parking spaces is referenced to the face of the curb" should be revised to read "The width of end parking spaces is referenced to the face of the curb or walk,"** since the two spaces nearest the building's front door will abut a thickened edge sidewalk with no curb per se (as detailed on sheet CE-11).
25. Sec 2506.13 of the Zoning Ordinance states that raised end islands shall generally be 3 ft shorter than adjacent parking stalls. Where island setbacks can be reasonably construed as infeasible or undesirable, the intent of the above provision can generally be met by increasing the minor radius into the stall to 5 ft from the 2-ft standard indicated in the associated ordinance illustration. **Curb radii now proposed throughout the site are inadequately dimensioned. It appears that the central end islands in the south parking lot will need to be either set back further from the drive aisles or equipped with larger minor radii into the adjacent parking stalls. This may also be true elsewhere, such as at the north end of the parking lot near the building's northeast corner.**
26. The Truck Path Plan (sheet CE-10) shows that a 25-ft curb radius is needed to accommodate garbage trucks servicing the dumpsters, and that radius appears to be provided on most plan sheets. However, **the grading plan for the north end of the site (sheet CE-3) shows a much smaller radius, and it also does not show the nearby truck dock proposed on other sheets.**

27. The rear parking lot labeled "Company Vehicle Parking" features longer-than-standard marked parking spaces (appearing to be 20 ft long to face of curb), accompanied by an unmarked "aisle" some 44 ft wide. **The applicant should be asked to explain the intended use of this large expanse of impervious surface. At a minimum, some sort of signage should be proposed along the west façade to regulate the use of this area and help ensure that the Fire Department has adequate access to the building.**
28. **Additional NO PARKING FIRE LANE signs are needed to meet ordinance requirements. Sec 15-17 of the Fire Prevention and Protection Ordinance requires such signs to be "erected no further than seventy-five (75) feet apart in all areas designated as fire lanes." Also, "All fire lane signs shall be placed at a right angle (ninety (90) degrees) to the designated fire lane so that they may be readily observed by vehicular traffic."** (The plan now proposes much greater sign spacing, with sign panels parallel rather than perpendicular to the curb.) **We recommend the following minimum installation of NO PARKING FIRE LANE signs:**
- Along the drive west and north of the potential Phase Two building, a total of seven signs along the west and north sides, and a total of five signs along the east and south sides.**
  - Along the drive west of the building and south of the Company Vehicle Parking lot, four signs along the west side – including one just north of the dumpster enclosure and one opposite the free-standing island at the west end of the south parking lot – and two along the east side, one just north of the loading dock and one near the building's southwest corner.** (Although the Truck Path Plan shows a City fire truck using the south lot's north drive aisle rather than its south drive aisle, we believe that the possibility of a fire truck using the south aisle should be accounted for in installing fire lane signing. Near the cited island, a sign is only needed for traffic circulating the site counterclockwise.)

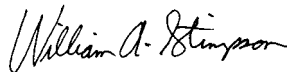
**Per comment 27, additional NO PARKING FIRE LANE signs may be needed along the building façade in the Company Vehicle Parking lot if no other signs prohibiting parking there are proposed. The applicant may wish to consult with the City Fire Marshal on this issue.**

29. All six barrier-free parking spaces would abut 8-ft-wide access aisles and thereby qualify as van-accessible, even though ADA requires that only one of the six spaces be van-accessible. **The plan should make it clear – via both sign labeling in the locations proposed as well as in the required Signing Quantities Table – that all six spaces will be signed van-accessible. In a related matter, the related sign detail on sheet CE-2 should show the main (R7-8) sign being 7'-0" above grade rather than 6'-8" Minimum.**

Sincerely,  
CLEARZONING, INC.



Rodney L. Arroyo, AICP  
President



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

Attachments: Aerial photo of Meadowbrook Road corridor; vicinity aerial photo



**Aerial Photo of Meadowbrook Road Corridor, 11 Mile Road to 12 Mile Road**





Vicinity Aerial – Proposed Site for Two-Story Accurate Technologies Building

## LANDSCAPE REVIEW

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# PLAN REVIEW CENTER REPORT

September 29, 2014

## Preliminary Landscape Review

ATI Headquarters JSP14-40

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### Petitioner

ATI Land Holdings

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: Meadowbrook Drive
- Site Zoning: OST – Office Service Technology
- Adjoining Zoning: OST – Office Service Technology
- Site Use(s): Vacant
- Adjoining Uses: North and east: office; South: single family home; West: vacant.
- Site Size: 12.56 acres
- Plan Date: 8/29/14

### Recommendation

**Approval of the Preliminary Site Plan for ATI Headquarters JSP 14-40 is recommended. The concerns noted below must be addressed on the Final Site Plan.** Please respond in writing to document any site plan revisions.

### Ordinance Considerations

#### Adjacent to Residential – Buffer (Sec. 2509.3.a.)

1. The property is not adjacent to residentially zoned properties.

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

1. A 20' wide greenbelt is required along the Meadowbrook Road frontage. This requirement has been met. Please show the greenbelt on the site plan.
2. A 3' tall landscape buffer berm is required along the Meadowbrook Road frontage. This requirement has been met.
3. One canopy tree per 35 l.f. is required along the berm area. This requirement has been met.
4. One subcanopy tree per 20 l.f. is required along the berm area. This requirement has been met.
5. Please add shrub/perennial beds among the required frontage street trees.

**Street Tree Requirements (Sec. 2509.3.b.)**

1. One street tree is required per 35 l.f. of road frontage. This requirement has been met.

**Parking Landscape (Sec. 2509.3.c.)**

1. Calculations have been provided for the required Parking Lot Landscape Area per Ordinance requirement. The Applicant is required to install a total of 5,773 square feet of Interior Parking Lot Landscape Area. This requirement has been met.
2. Perimeter Parking Lot Canopy Trees are required at one per 35 LF. This requirement has been met. Staff recommends that some of the proposed perimeter trees be shifted to parking edges where no vegetation is proposed in order to break up large expanses.
3. **The Applicant has requested that 16 evergreens be used as perimeter trees where screening can be provided in the location of company vehicles in the rear lot. Typically perimeter trees are canopy trees. The evergreens would not block any safe vision areas of the parking lot. Staff supports a waiver for the use of evergreens rather than deciduous trees.**
4. Please clearly depict the required 25' clear vision zones at all access drives.
5. Please show locations for snow deposit.
6. Please clearly depict and screen any proposed loading zones.

**Building Foundation Landscape (Sec. 2509.3.d.)**

1. A 4' wide landscape bed is required at the building foundation with the exception of access areas. This requirement has been met.
2. A total of 8' x the building foundation is required as foundation landscape area is required. This requirement has been met.
3. *Please note that a fountain is proposed at the entry of the building. This will be an attractive landscape feature and will provide a welcoming entry to the site.*

**Plant List (LDM)**

1. The Plant List generally meets the requirements of the Ordinance and Landscape Design Manual.
2. Materials costs per the City of Novi Standards must be added to the plan.

**Planting Details & Notations (LDM)**

1. Planting Details and Notations meeting the requirements of the Ordinance and Landscape Design Manual must be provided.

**Storm Basin Landscape (Sec. 2509.3.e.(4)) & LDM)**

1. A total of 70% to 75% of storm basin rim is required to have a landscape buffer. Please add this required landscape.

**Irrigation (Sec. 2509 3.f.(6)(b))**

1. All landscape areas are required to be irrigated. Please submit an irrigation plan with the final site plan submittal.

**General**

1. Please see woodland and wetland reviews for additional comments.

Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review is a summary and not intended to substitute for any Ordinance. For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification. Also see the Woodland and Wetland review comments.

Reviewed by: David R. Beschke, RLA

**Pre-app Landscape Chart JSP 14-40**

**September 29, 2014**

Project Name: ATI Headquarters  
 Project Location: Grand River Avenue  
 Plan Date: 8/28/2014  
 Review Type: Preliminary Site Plan

Item	Required	Proposed	Meets Requirement	Comments
Name, address and telephone number of the owner and developer or association. (LDM 2.a.)	Yes	Yes	Yes	
Name, Address and telephone number of RLA (LDM 2.b.)	Yes	Yes	Yes	
Legal description or boundary line survey. (LDM 2.c.)	Yes	Yes	Yes	
Project Name and Address (LDM 2.d.)	Yes	Yes	Yes	
A landscape plan 1"-20' minimum Proper north (LDM 2.e.)	Yes	Yes	Yes	LA may approve larger scale.
Proposed topography. 2' contour minimum (LDM 2.e.(1))	Yes	Yes	Yes	Show at a minimum 2' contour interval
Existing plant material (LDM 2.e.(2))	Yes	Yes	Yes	Show location type and size. Label to be saved or removed. Plan shall state if none exists.
Proposed plant material. (LDM 2.e.(3))	Yes	Yes	Yes	Show location, type and size.
Existing and proposed overhead and underground utilities, including hydrants. (LDM 2.e.(4))	Yes	Yes	Yes	
Clear Vision Zone (LDM 2.3.(5) - 2513)	Yes	Yes	Yes	Measurements are to be taken from R.O.W.
Zoning (LDM 2.f.)	OST			

Item	Required	Proposed	Meets Requirement	Comments
Sealed by LA. (LDM 2.g.)	Yes	Yes	Yes	Stamping Set must provide an original signature.
Plant List (LDM 2.h.)	No		No	Plant schedule that includes key, quantity, botanical name, common name, size, root, comments and cost estimate
Quantities	No		No	
Sizes	No		No	Canopy trees must be 3" in caliper Sub-Canopy trees must be 2.5" in caliper
Type and amount of mulch	No		No	
Turf	No		No	Must provide type and quantity of all ground cover.
Acceptable species	Yes	Yes	Yes	There are no prohibited plantings.
Diversity	Yes	Yes	Yes	
Planting Details/Info (LDM 2.i.)	Yes	No	No	
Deciduous Tree	Yes	No	No	
Evergreen Tree	Yes	No	No	
Shrub	Yes	No	No	
Perennial/ Ground Cover	Yes	No	No	
Transformers (LDM 1.e.5.)	Yes	No	No	Show locations and screening.
Berm Plantings (LDM 1)	Yes	Yes	Yes	
Walls (LDM 2.k.)	NA			Show materials, height and type of construction including footings.
Landscape Notes	Yes	Yes	Yes	
Miss Dig Note	Yes	Yes	Yes	
Mulch	Yes	No	No	Natural color, finely shredded hardwood bark required for all plantings. 4" thick bark mulch for trees in 4-foot diameter circle with 3" pulled away from trunk. 3" thick bark for shrubs and 2" thick bark for perennials.
2 yr. Guarantee	Yes	Yes	Yes	Indicate 2 year guarantee on plant material. Replace failing material within one year, or the next appropriate planting period.
Approval of substitutions.	Yes	Yes	Yes	All substitutions or deviations from the landscape plan must be approved by the city prior to installation.
Tree stakes	Yes	Yes	Yes	Remove after one winter season. For high wind or steep areas.

Item	Required	Proposed	Meets Requirement	Comments
Parking Area Landscape Calculations (LDM 2.0.)	Yes	Yes	Yes	Islands a minimum 300 square feet to qualify.
A. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	Yes	Yes	Yes	A - Total square footage of parking spaces not including access aisles X 10% (parking space square footage x .10)  32,060 x 10% = 3,206 SF
B. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	Yes			B - Square footage of all additional paved vehicular use areas under 50,000 sq. ft. x 5% (square footage x .05)  50,000 x 5% = 2,500 SF
C. For : OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district	Yes			C - square footage of all additional paved vehicular use areas over 50,000 sq. ft. x 1% (square footage x .01)  21,141 x .01 = 211 SF
A. For: I-1 and I-2 1. Landscape area required due to # of parking spaces	NA			A - Total square footage of parking spaces not including access aisles X 7% (parking space square footage x .07)
B. For: I-1 and I-2 2. Landscape area required due to vehicular use area	NA			B – Square footage of all additional paved Vehicular use areas under 50,000 sq. ft. x 2% (square footage x .02)
C. For: I-1 and I-2 2. Landscape area required	NA			C – square footage of all additional paved vehicular use areas over 50,000 sq. ft. x 1% (square footage x .01)



Item	Required	Proposed	Meets Requirement	Comments
due to vehicular use area				
Total A, B and C above = Total interior parking lot landscaping requirement	Yes	Yes	Yes	A+B+C = 5,773 SF required 5,829 SF provided
Parking lot tree requirement	Yes	Yes	Yes	Total square footage requirement / 75 77 required 77 provided
Perimeter Canopy Tree Plantings	Yes	Yes	Yes	Minimum 1 per 35 linear feet as a minimum. See Landscape Review Letter.
Parking Lot Plants	Yes	Yes	Yes	Maintain shrubs at max. 24" in height within lot. No plants over 12" within 10 feet of fire hydrant. No evergreen trees in islands.
15 parking space limit	Yes	Yes	Yes	Only 15 permitted without island
Parking Land Banked	NA			
Foundation Landscape calculation (LDM.2.p.)	Yes	Yes	Yes	Square footage equal in quantity to the building perimeter x 8'. Minimum 4' required
Snow Deposit (LDM.2.q.)	Yes	No	No	Location(s) shown.
Irrigation plan (LDM 2.s.)	Yes	No	No	Provide with final landscape plan.
Cost Estimate (LDM 2.t.)	Yes	No	No	Provide as a column on plant schedule consistent with the City's current fee calculation chart.
Plant Placement (LDM 3.a.(4))	Yes	Yes	Yes	All plants except creeping vine type plantings, shall not be located within 4' of a property line
Residential adjacent to non-residential	NA			
Berm (2509.3.a.)				
Planting (LDM 1.a.)				
Adjacent to Public Rights-of-Way	Yes	Yes	Yes	
Berm (2509.3.b.)	Yes	Yes	Yes	Call out any requested waivers if berm is not provided.
Street trees	Yes	Yes	Yes	
Detention Basin Plantings	Yes	No	No	70-75% of basin rim planted.

Item	Required	Proposed	Meets Requirement	Comments
(LDM 1.d.(3))				
Transformer Screening (LDM 1.d.(3))	Yes	No	No	Provide 8 to 10 feet of clear space in front of the doors. 24" clear on sides. Show detail.
R.O.W. Trees (2509.3.f - LDM 1.d))	Yes	Yes	Yes	
Single Family				
40 wide non-access greenbelt	NA			
Street Trees	NA			
Islands and boulevards	NA			Irrigated
Multi family	NA			
Condo Trees				3 canopy of deciduous for each first floor unit
Street trees				1 per 35 linear feet
Interior street trees				1 per 35 linear feet Evergreens no closer than 20 feet.
Subcanopy trees	NA			1 per 25 linear feet
Basin plantings	Yes	No	pending	Show detail for planting basin rim.
Loading Zone (2507)	Yes	Yes	pending	Placed at rear of building / screened.

NOTES:

1. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This table is a summary chart and not intended to substitute for any Ordinance. The appropriate section of the applicable ordinance is indicated in parenthesis.  
For the landscape requirements, see the Zoning Ordinance landscape section on 2509, Landscape Design Manual and the appropriate items in the applicable zoning classification.
2. NA means not applicable.
3. Critical items that need to be addressed are in bold italics.
4. For any further questions, please contact:  
David R. Beschke  
City of Novi Landscape Architect  
45175 W. Ten Mile Road  
Novi, Michigan 48375-3024  
(248) 735-5621  
(248) 735-5600 fax  
City web site [www.cityofnovi.org](http://www.cityofnovi.org)

WETLANDS REVIEW

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**Environmental Consulting & Technology, Inc.**

September 19, 2014

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

Re: ATI Land Holdings, LLC (JSP14-0040)  
Woodland Review of the Preliminary Site Plan (PSP14-0158)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Plan (Plan) for the proposed ATI Land Holdings, LLC project prepared by JCK Group, Inc. dated August 29, 2014. 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.

The site is located west of Meadowbrook Road and north of I-96 in Section 14. The proposed development includes the two-phase development of office service technology buildings. The proposed building is indicated in two phases. The development also includes associated parking, utilities and a stormwater detention basin in the southwest corner of the site. ECT previously visited the site on Thursday, June 12, 2014 with the Applicant's wetland consultant (King & MacGregor Environmental, Inc.) for the purpose of a wetland boundary verification.

**Onsite Wetland Evaluation**

During the wetland boundary verification, four (4) areas of on-site wetland were verified. The wetlands include:

- Wetland "A" – (+/- 0.03-acre);
- Wetland "B" – (Area is not indicated on Plan);
- Wetland "D" – (+/- 0.20-acre);
- Wetland "E" – (Area not indicated on Plan).

The wetlands were clearly marked with pink survey tape flags at the time of inspection. Wetlands A and B are emergent wetlands of low-to-moderate quality consisting mainly of common reed (*Phragmites australis*), an invasive plant species. Wetland D is also an emergent wetland and is of fair quality. This wetland contains a more diverse mix of herbaceous vegetation and likely provides a greater degree of wildlife habitat function due to its more internal location within the site and proximity to the existing woodland area to the west. Wetland E is a forested wetland of good quality that extends to the west off of the proposed site.

The proposed site design appears to include direct impacts (wetland fill) to Wetland A and Wetland D. It should be noted that the wetland boundaries appear to be accurately depicted on the Plan.

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In general, the highest quality on-site wetlands are associated with Wetland E located in the southwest section of the site. Wetland E will be preserved in the current site design. See Figure 1 and Site Photos, attached.

What follows is a summary of the wetland impacts associated with the proposed site design.

**Wetland Impact Review**

As previously noted, four (4) areas of wetland exist on this parcel (approximate wetland locations are shown in Figure 1, attached). The following table summarizes the existing wetlands and the proposed wetland impacts that appear to result from the planned development:

**Table 1. Proposed Wetland Impacts**

<b>Wetland Area</b>	<b>Wetland Area (acres)</b>	<b>Wetland Type</b>	<b>City Regulated?</b>	<b>MDEQ Regulated?</b>	<b>Impact Area (acre)</b>	<b>Estimated Fill Volume (cubic yards)</b>
A	0.03	Emergent	Yes City Regulated /Essential	No	0.03	18
B	Not Provided	Emergent	Yes City Regulated /Essential	No	None	N/A
D	0.20	Emergent	Yes City Regulated /Essential	To Be Determined	0.20	2,773
E	Not Provided	Forested	Yes City Regulated /Essential	Yes	None	N/A
<b>TOTAL</b>	--	--	--	--	<b>0.23</b>	<b>2,791</b>

The impacts to Wetlands A and D are proposed for the purpose of constructing access drives, stormwater facilities and a portion of the proposed building. The site design has taken into account the preservation of Wetland B and Wetland E.

In addition to wetland impacts, the Plan also specifies impacts to the 25-foot natural features setbacks of Wetlands A and C. These 25-foot setbacks have not all been indicated on the Plan. The existing on-site wetland buffer areas as well as all permanent and temporary impacts proposed to the wetland buffers shall be shown on the Plan.

**Wetland Mitigation**

The Plan currently appears to propose 0.23-acre of wetland impact. Section 12-173 (*Review of applications*) of the Wetlands and Watercourse Protection Ordinance (Chapter 12 – *Drainage and Flood Damage Prevention*) states:

*When an activity results in the impairment or destruction of wetland areas of one-quarter acre or greater that are determined to be: (1) essential under subsection 12-174(b); (2) two (2) acres in size or greater; or (3) contiguous to a lake, pond, river or stream, mitigation shall be required, in accordance with section 12-176. Where an activity results in the impairment or destruction of wetland areas of less than one-quarter acre that are determined to be essential under subsection 12-174(b), are two (2) acres in size or greater or are contiguous to a lake, pond, river or stream, additional planting or other environmental enhancement shall be required onsite within the wetlands or wetland and watercourse setback where the same can be done within the wetland and without disturbing further areas of the site.*

Because the current Plan includes 0.23-acre of wetland impacts, wetland mitigation will not likely be a requirement of the City of Novi Wetland and Watercourse Permit (it should be noted that the MDEQ threshold for mitigation is 0.33-acre of impact). The requirements for mitigation are outlined in Section 12-176 (*Mitigation*) of the Wetlands and Watercourse Protection Ordinance (Chapter 12 – *Drainage and Flood Damage Prevention*). Permanent impacts to emergent wetland and scrub/shrub wetlands shall be mitigated at a 1.5:1 ratio and impacts to forested wetlands shall be mitigated at a 2:1 ratio.

It should be noted that the current plan does not appear to require mitigation for the proposed impacts to on-site wetlands.

#### **Permits & Regulatory Status**

All of the on-site wetlands appear to be considered essential wetlands regulated by the City of Novi as they meet one or more of the essentiality criteria set forth in the City's Wetland and Watercourse Protection Ordinance (i.e., storm water storage/flood control, wildlife habitat, etc.).

The Michigan Department of Environmental Quality (MDEQ) assumes authority over wetlands that are 5 acres or greater in area; contiguous (directly adjacent to) to an inland lake, pond, or stream; within 500 feet of an inland lake, pond, or stream; or within 1,000 feet of a Great Lake, Lake Saint Clair, Saint Mary's River, Saint Clair River, or Detroit River. It appears as if Wetland E would meet these requirements and would therefore be regulated by MDEQ.

At the time of the on-site wetland evaluation, it was noted that a hydraulic (wetland) connection may exist between Wetland D and Wetland E. As such, it is the Applicant's responsibility to contact MDEQ in order to determine if the agency has regulatory authority over Wetlands D and E. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

The project as proposed will require a City of Novi *Wetland Non-Minor Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback*. This permit and authorization are required for the proposed impacts to wetlands and regulated wetland setbacks.

**Comments**

ECT recommends that the following comments be addressed when preparing subsequent site plan submittals:

1. 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.

The Applicant should provide a copy of the MDEQ Wetland Use Permit application (or other associated correspondence from the MDEQ) to the City (and our office) for review. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

2. In addition to wetland impacts, the Plan also specifies impacts to the 25-foot natural features setbacks of Wetlands A and D. These 25-foot setbacks do not appear to have been indicated on the Plan. The existing on-site wetland buffer areas as well as all permanent and temporary impacts proposed to the wetland buffers shall be shown on the Plan.

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: David Beschke, City of Novi, Licensed Landscape Architect  
Kristen Kapelanski, AICP, City of Novi Planner  
Valentina Nukulaj, City of Novi Customer Service Representative

Attachments: Figure 1 & Site Photos





**Figure 1.** City of Novi Regulated Wetlands & Woodlands Map. Regulated wetland boundaries are indicated in blue and regulated woodland boundaries are indicated in green. The approximate project boundary is indicated in red. Estimated/approximate field-verified wetland boundaries indicated in yellow.

**Site Photos**



**Photo 1.** Looking northeast at Wetland A near Meadowbrook Road (ECT, September 17, 2014)



**Photo 2.** Looking south at Wetland B, just south of existing parking lot on parcel to the north (ECT, September 17, 2014)



**Photo 3.** Looking southeast at Wetland D (ECT, September 17, 2014)



**Photo 4.** Looking west at Wetland E (ECT, June 12, 2014)



**Photo 5.** Possible hydraulic connection between Wetlands D and E;  
Looking west (ECT, June 12, 2014)

WOODLANDS REVIEW

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**Environmental Consulting & Technology, Inc.**

September 19, 2014

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

Re: ATI Land Holdings, LLC (JSP14-0040)  
Woodland Review of the Preliminary Site Plan (PSP14-0158)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Plan (Plan) for the proposed ATI Land Holdings, LLC project prepared by JCK Group, Inc. dated August 29, 2014. The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. 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 site is located west of Meadowbrook Road and north of I-96 in Section 14. The proposed development includes the two-phase development of office service technology buildings. The proposed building is indicated in two phases. The development also includes associated parking, utilities and a stormwater detention basin in the southwest corner of the site. ECT visited the site on September 17, 2014 for the purpose of a woodland evaluation.

#### **Onsite Woodland Evaluation**

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite woodland evaluation on Wednesday, September 17, 2014.

The entire site is approximately 18.2 acres. Several wetland areas are located on the site; however the majority of the site consists of previously-disturbed field. The western edge of the site as well as

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the southwest portion of the property contains relatively mature, regulated woodlands. These forested areas will be preserved during the proposed site development.

The majority of the trees on the site are silver maple (*Acer saccharinum*), black walnut (*Juglans nigra*), bitternut hickory (*Carya cordiformis*), red oak (*Quercus rubra*), sugar maple (*Acer saccharum*), white oak (*Quercus alba*), as well as a few other species.

The surveyed trees have been marked with metal tags with nails allowing ECT to compare the tree diameters reported in the tree list on the *Topographic Survey* (Sheet CE-2) to the existing tree diameters in the field. ECT took numerous diameter-at-breast-height (d.b.h.) measurements and found that the data provided on the Plan was consistent with the field measurements (see *Site Photos*).

#### **Proposed Woodland Impacts and Replacements**

The purpose of the City of Novi Woodlands Ordinance is to *“provided 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”*.

Per Section 37-8 of the Woodland Ordinance (*Relocation or replacement of trees*), *“whenever an approved site plan or woodland permit allows the removal of trees eight-inch d.b.h. or greater, such trees shall be relocated or replaced by the permit grantee”*. In addition the City of Novi Woodland Ordinance applies to, *“any individual tree with a diameter at breast height (d.b.h.) of thirty-six (36) inches or greater, irrespective of whether such tree is within a regulated woodland. A woodland use permit shall be required under section 37-26 before the conduct of any activity which has the effect of removing, damaging or destroying a tree with a d.b.h. of thirty-six (36) inches or greater”*.

Per the tree list provided on the Plan (Sheet CE-2), 3 trees will be removed as a result of the proposed site development. Although these 3 trees are all greater than 8-inches in diameter they are not located within an area designated as regulated woodland on the City of Novi Regulated Woodland Map. In addition, none of these 3 trees are greater than 36-inches in diameter (i.e., not considered landmark trees by the City). Therefore these 3 impacted trees are not regulated by the City of Novi Woodland Ordinance.

#### **Proposed Woodland Replacements**

As stated above, the 3 trees to be impacted by the proposed development are not regulated by the City of Novi. Therefore the site plan as proposed does not require Woodland Replacements.

#### **Woodland Permit Requirements**

A Woodland Permit from the City of Novi will not be required for this Plan, as proposed.

ATI Land Holding, LLC (JSP14-0040)  
Woodland Review of the Preliminary Site Plan (PSP14-0158)  
September 19, 2014  
Page 3 of 5

**Comments**

ECT recommends that the following comments be addressed when preparing subsequent site plan submittals:

1. The Applicant shall clearly indicate and label the location of all proposed tree protection fence on the Plan.

As always, if you have any questions regarding the contents of this letter, please feel free to contact our office.

Respectfully,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Senior Associate Engineer

cc: David Beschke, City of Novi, Licensed Landscape Architect  
Kristen Kapelanski, AICP, City of Novi Planner  
Valentina Nuculaj, City of Novi Customer Service Representative

Attachments: Figure 1 – City of Novi Regulated Woodlands & Wetlands Map  
Site Photos





**Figure 1.** City of Novi Regulated Wetlands & Woodlands Map. Regulated wetland boundaries are indicated in blue and regulated woodland boundaries are indicated in green. The approximate project boundary is indicated in red. Estimated/field-verified wetland boundaries indicated in yellow.

**Site Photos**



**Photo 1.** Looking west at Tree #100 (white oak)-on the left, Trees #101 & #102 (black walnut). These unregulated trees to be removed during site development (ECT, September 17, 2014).



**Photo 2.** Looking south at Tree #103 (sugar maple), to be preserved during site development (ECT, September 17, 2014).

FACADE REVIEW



September 26, 2014

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

Re: **FACADE ORDINANCE - Facade Review, Preliminary Site Plan**  
**Accurate Technologies, Inc. (ATI), PSP14-0158**  
 Façade Region: 1, Zoning District: OST

Dear Ms. McBeth;

The following is the Façade Review for the above referenced project based on the drawings prepared by Ghafari Associates Architects, dated 8/29/14. The percentages of materials proposed for each façade are as shown in the table below. Materials in non-compliance are highlighted in bold. The façade material sample board was not provided at the time of this review.

	East (Front)	West	North	South	Façade Ordinance Section 2520 Maximum (Minimum)
Cast Stone (6", 8", & 16" x 24")	44%	<b>62%</b>	<b>58%</b>	45%	50%
Flat Metal Panles (Textured)	44%	30%	29%	39%	50%
Burnish Block	0%	0%	4%	4%	10% (Note 2)
Roof Screen (Flat Metal)	12%	8%	9%	12%	50%

**Ordinance Section 2520** - As shown above a Section 9 Waiver would be required for the underage of Brick and overage of Cast Stone on the west and north facades. The Façade Ordinance requires a minimum of 30% Brick on façade Region 1. In this case the Cast Stone is used in a size and pattern that is similar to limestone and is therefore visually equivalent to brick with respect to the Ordinance. A colored rendering of the proposed design was provided by the applicant. The renderings indicate a refined design using simple geometric composition, deep inset façade elements and a strongly emphasized front entrance. The applicant has indicated that the soffits will be constructed of the same material as the fascia above (flat metal panels), and the inset return walls will be constructed of the same material as the adjacent façade (cast stone at the front entrance and flat metal elsewhere).

**Dumpster Enclosure** – Section 2520 requires that dumpster enclosures meet the same standards as the building. The detail of the dumpster enclosure detail on sheet CE-11 indicates “brick to match building”. The applicant should revise the note to read Cast Stone (or Burnished Block) to match building.

**Recommendation** - It is our recommendation that the design is consistent with the intent and purpose of the Façade Ordinance and that a Section 9 Waiver be granted for the proposed minor deviations from the Façade Chart; the underage of Brick and the overage of Cast Stone on the west and north facades. This recommendation is contingent upon the applicant providing a sample board indicating carefully coordinated earth tone colors not less than 5 days before the Planning Commission meeting, and revising the dumpster detail as described above..

**Notes to the Applicant:**

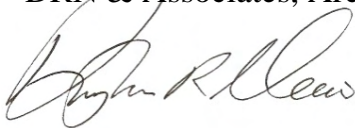
1. It should be noted that the height of the roof equipment screens must be sufficient to fully conceal all RTU’s from all on-site and off-site vantage points.

2. 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 & Associates, Architects PC



Douglas R. Necci, AIA

**FIRE REVIEW**

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September 11, 2014

TO: Barbara McBeth- Deputy Director of Community  
Development  
Kristen Kapelanski- Plan Review

RE: ATI Headquarters

PSP#14-0158/

**Project Description:** A two story 107,400sq. ft. office building on Meadowbrook Rd. , North of I-96

**Comments:**

- 1) Fire lanes will be designated by the Fire Chief or his designee when it is deemed necessary and shall comply with the Fire Prevention Ordinances adopted by the City of Novi. The location of all "fire lane – no parking" signs are to be shown on the site plans. Fire lane signs are required along areas posted on plan and north entry road leading to the rear. **(Fire Prevention Ord.)**
- 2) Hydrants shall be spaced approximately three hundred (300) feet apart on line in commercial, industrial, and multiple-residential areas. In cases where the buildings within developments are fully fire suppressed, hydrants shall be no more than five hundred (500) feet apart. Travel distance between southwest and northeast hydrant exceeds standard, additional hydrant is required. **(D.C.S. Sec. 11-68 (f)(1)c)**
- 3) Hydrants shall be installed at least ten (10) feet but not more than fifteen (15) feet off the roadway. Hydrant located in the southeast corner of the property exceeds standard setback and must be moved. **(D.C.S. Sec. 11-68 (f)(1)a)**
- 4) Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department

vehicle access or as otherwise approved by the code official. (**International Fire Code**)

- 5) Proximity to hydrant: In any building or structure required to be equipped with a fire department connection, the connection shall be located within one hundred (100) feet of a fire hydrant. (**Fire Prevention Ord. Sec. 15-17**)
- 6) Water mains and fire hydrants shall be installed prior to construction above the foundation. Note this on all plans.
- 7) Prior to construction above the foundation of non-residential buildings, an all-weather access road capable of supporting 35 tons shall be provided. Note this on all plans.
- 8) For interior fire protection systems a separate fire protection line shall be provided in addition to a domestic service for each building. Individual shutoff valves for interior fire protection shall be by post indicator valve (P.I.V.) or by valve in well and shall be provided within a public water main easement. (**D.C.S. Sec.11-68(a)(9)**)

**Recommendation:**

The above site plan has been reviewed and is recommended for **approval**, subject to the above conditions being addressed on the Final Site Plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joseph Shelton', written over a faint, illegible stamp or background.

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

cc: file



APPLICANT RESPONSE LETTER

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City of Novi  
Planning Division  
45175 W. Ten Mile Rd.  
Novi, MI 48375

October 2, 2014

**RE: JSP 14-0040, and PSP 14-0158**

In response to the Preliminary Site Plan Review comments; we would like to offer the following responses to the comments:

**Plan Review Center Report**

Ordinance Requirements

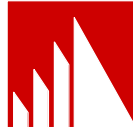
1. Number of Parking Spaces: *Employee counts for the largest working shift will be indicated on the plan set.*
2. Loading Zone Screening: *A screen wall will be designed, noted and shown for the proposed loading zone.*
3. Economic Impact: *Total site improvement costs are expected to be approximately \$1,400,000.00. The total proposed building costs are expected to be approximately \$5,000,000.00.*
4. Lighting Plan: *Wall pack lighting will be confirmed as will any missing site info as part of the final site plan.*
5. Bicycle Parking: *A detail will be provided.*
6. Parcel Split: *Acknowledged.*
7. Signage: *Acknowledged.*

Planning Review Summary Chart

1. Parking Space Dimensions: *Acknowledged.*
2. Loading Space Screening: *Acknowledged – see #2 from above.*
3. Economic Impact: *Acknowledged - see #3 from above.*

Lighting Review Summary Chart

1. Lighting Plan: *Photometric details will be provided*
2. Required Notes: *Required notes will be added*
3. Required Conditions: *Average ratios will be provided*
4. Minimum Illumination: *Photometric data to be provided*
5. Maximum Illumination Adjacent to Non-Residential: *Photometric data to be provided*



## **Engineering Review:**

In response to the Engineering Plan Review comments; we would like to offer the following responses to the comments:

### General

1. *We will comply as noted*
2. *We will comply as noted*
3. *We will comply as noted*
4. *We will comply as noted*
5. *We will comply as noted*
6. *We will comply as noted*
7. *We will comply as noted*
8. *We will comply as noted*
9. *We will comply as noted*

### Water Main

10. *We will comply as noted*
11. *We will comply as noted.*
12. *We will comply as noted.*

### Sanitary Sewer

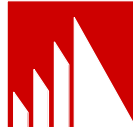
1. *We will comply as noted.*
2. *We will comply as noted.*
3. *We will comply as noted.*

### Storm Sewer

4. *We will comply as noted.*
5. *We will comply as noted.*

### Storm Water Management Plan

6. *We will comply as noted.*
7. *We will comply as noted.*
8. *We will comply as noted.*
9. *We will comply as noted.*
10. *We will comply as noted.*
11. *We will comply as noted*
12. *We will comply as noted.*
13. *We will comply as noted.*



## **Engineering Review (continued):**

### **Paving & Grading**

14. *We will comply as noted.*
15. *We will comply as noted.*
16. *We will comply as noted.*
17. *We will comply as noted.*
18. *We will comply as noted.*
19. *We will comply as noted.*
20. 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. *An itemized cost estimate will be provided with required breakdown.*
21. *A draft copy will be submitted to the Community Development Department with the final site plan.*
22. *A draft copy of the easement will be submitted.*
23. *Acknowledged.*
24. *Acknowledged.*
25. *Acknowledged.*
26. *Acknowledged.*
27. *Acknowledged.*
28. *Acknowledged.*
29. *Acknowledged.*
30. *Acknowledged.*
31. *Acknowledged.*
32. *Acknowledged.*
33. *Acknowledged.*
34. *Acknowledged.*
35. *Acknowledged.*

## **Traffic Review:**

In response to the Traffic Review of Preliminary Site Plan and Traffic Impact Study, PSP14-0158; we would like to offer the following responses to the comments:

### **Vehicular Access Locations**

12. To avoid the apparent need for a same-side driveway spacing waiver, the north drive should be shifted 2 ft further south to provide a same-side, near-curb to near-curb spacing of at least 185 ft, and the plan should dimension the driveway spacing in that fashion and/or simply delete the existing center-to-center dimension. *Acknowledged*
14. Since DCS Fig IX.12 requires a minimum spacing of 150 ft and the plan proposes a spacing of only 86.5 ft, a Planning Commission waiver is required. *Acknowledged*



## **Traffic Review (continued):**

### Vehicular Access Improvements

16. Per DCS Sec 11-216(d)(5), less than a 100-ft separation of consecutive tapers is not permitted, so a continuous auxiliary lane must be proposed between the two site driveways. *Acknowledged*
17. A City-standard 25-ft-long acceleration lane should be inserted here, since additional land redevelopment to the south will likely require the future widening of Meadowbrook Road in the fashion we have recommended above. *Acknowledged*
18. No later than the final site plan, a larger-scale drawing detailing all proposed improvements to Meadowbrook Road should be provided. This drawing will have to propose new pavement markings as well as traffic control signs. *We will comply as noted.*

### Access Drive Design and Control

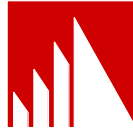
20. Another diagrammatic Keep Right (R4-7) sign needs to be proposed on the west end of the boulevard island. *We will comply as noted.*

### Pedestrian Access

21. Per the MMUTCD, the zebra-bar crosswalk extending to the building pad should be labeled as white. *We will comply as noted.*
22. A large ADA-compatible ramp inserted directly in front of the main building entrance. *We will comply as noted.*

### Circulation and Parking

23. A plan note should be added reading "The length of all perimeter parking spaces is references to the face of the curb or walk. *Acknowledged.*
24. The existing plan note reading :The width of end parking spaces is referenced to the face of the curb" should be revised to read "The width of end parking spaces is referenced to the face of the curb or walk" *We will comply as noted.*
25. Curb radii now proposed throughout the site are inadequately dimensioned. It appears that the central end islands in the south parking lot will need to be either set back further from the drive aisles or equipped with larger minor radii into the adjacent parking stalls. This may also be true elsewhere, such as at the north end of the parking lot near the buildings northeast corner. *Acknowledged.*
26. The grading plan for the north end of the site (sheet CE-3) shows a much smaller radius, and it also does not show the nearby truck dock proposed on other sheets. *Acknowledged.*
27. The applicant should be asked to explain the intended use of this large expanse of impervious surface. At a minimum, some sort of signage should be proposed along the west façade to regulate the use of this area and help ensure that the Fire Department has adequate access to the building. *Acknowledged.*



### **Traffic Review (continued):**

28. We recommend the following minimum installation of NO PARKING FIRE LANE signs:
- a. Along the drive west and north of the potential Phase Two building, a total of seven signs along with west and north sides, and a total of five signs along the east and south sides. *We will comply as noted.*
  - b. Along the drive west of the building and south of the Company Vehicle Parking Lot, four signs along the west side – including one just north of the dumpster enclosure and one opposite the free-standing island at the west end of the south parking lot – and two along the east side, one just north of the loading dock and one near the buildings southwest corner. *We will comply as noted.*
29. The plan should make it clear – via both sign labeling in the locations proposed as well as in the required Signing Quantities Table – that all six spaces will be signed van-accessible. In a related matter, the sign detail on sheet CE-2 should show the main (R7-8) sign being 7'-0" above grade rather than 6'-8" minimum. *Acknowledged.*

### **Landscape Review:**

In response to the Preliminary Landscape Review; we would like to offer the following responses to the comments:

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

1. A 20' wide greenbelt is required along the Meadowbrook Road frontage. This requirement has been met. Please show the greenbelt on the site plan. *The greenbelt will be noted on the site plan.*
5. Please add shrub/perennial beds among the required frontage street trees. *Shrub and perennial plantings will be added.*

#### **Parking Landscape (Sec.2509.3.c)**

2. *The recommendation to relocate some of the proposed perimeter trees to break up large expanses of open space has been noted and all efforts will be made to accommodate this request.*
3. The applicant has requested that 16 evergreens be used as perimeter trees where screening can be provided in the location of company vehicles in the rear lot. Typically perimeter trees are canopy trees. The evergreens would not block any safe vision areas of the parking lot. Staff supports a waiver for the use of evergreens rather than deciduous trees. *Acknowledged.*



### **Landscape Review (continued):**

- 4. The 25' clear vision zones will be shown on the site plan.*
- 5. Snow load/ deposit locations will be shown on the site plan.*
- 6. The proposed loading zone in the rear of the building will be screened in accordance with the city requirements.*

### **Plant List**

- 2. Materials costs per the City of Novi Standards must be added to the plan. A preliminary landscape budget / materials costs will be added to the plan.*

### **Planting Details & Notations (LDM)**

- 1. Planting details and notations meeting the requirements of the Ordinance and Landscape Design Manual must be provided. Planting details and specifications meeting the requirements of the ordinance and landscape design manual will be included with the landscape set.*

### **Storm Basin Landscape (Sec.2509.3.e (4)) & LDM)**

- 1. A landscape buffer (totaling 70% - 75%) of the storm basin rim will be added to the landscape plan.*

### **Irrigation (Sec.2509 3.f.(6)(b))**

- 1. An irrigation plan will be included with the final landscape plan set submittal.*

### **Wetland Evaluation Review:**

In response to the Onsite Wetland Evaluation; we would like to offer the following responses to the comments:

#### **Comments**

- 1. A wetland use permit application and or letter from the DEQ will be provided.*
- 2. All existing on-site wetland buffer areas will be shown on the plan.*

### **Woodland Evaluation Review:**

In response to the Onsite Woodland Evaluation; we would like to offer the following responses to the comments:

#### **Comments**

- 1. The applicant shall clearly indicate and label the location of all proposed tree protection fence on the Plan. Tree protection will be shown.*



**Façade Ordinance Review:**

In response to the Façade Ordinance; we would like to offer the following responses to the comments:

Notes to the Applicant:

- Dumpster Enclosure. *The detail on sheet CE-11 will be revised to note the material of the dumpster enclosure to be "Burnished Block to match the building".*
- 1. *The proposed screen wall will be of a height to fully conceal the roof top equipment from view.*
- 2. *Façade reviews will be scheduled to review materials delivered to the site against what was displayed on the approved sample board*