



## GRIFFIN FUNERAL HOME JSP17-13

### Griffin Funeral Home JSP17-13

Consideration at the request of Novi Funeral Home, LLC for Special Land Use Permit, Preliminary Site Plan, and Stormwater Management Plan Approval. The subject property is located in section 20, at the southwest corner of Eleven Mile Road and Beck Road and is zoned RA (Residential Acreage). The applicant is proposing to construct a 13,000 sq. ft. building, 98 parking spaces, 23 landbank parking spaces, and associated site improvements for use as a funeral home. A special land use is required for a non-residential use in a residential zoned property.

### Required Action

Approve/Deny the Special Land Use Permit, Preliminary Site Plan, and Stormwater Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	03-30-17	<ul style="list-style-type: none"> <li>• <b>Special Land Use for proposing mortuary establishment in Residential Acreage (RA)</b></li> <li>• <b>Approval of up to 23 landbank parking spaces</b></li> <li>• <b>Waiver for not providing a noise impact statement</b></li> <li>• <b>Determination of adequacy of proposed 12 spaces for assembly</b></li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Engineering	Approval recommended	03-31-17	<ul style="list-style-type: none"> <li>• <b>City Council design and construction standards variance for absence of sidewalk along Eleven Mile Road</b></li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Landscaping	Approval recommended	03-23-17	<ul style="list-style-type: none"> <li>• <b>Waiver for not meeting the minimum height required for berm along western property line</b></li> <li>• <b>Waiver for absence of required berm and buffer along south property line due to future anticipated non-residential use</b></li> <li>• <b>Waiver for reduction of minimum required street trees along Beck Road</b></li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Traffic	Approval recommended	04-04-17	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Wetlands	Approval recommended		<ul style="list-style-type: none"> <li>• <b>Administrative approval of minor wetland permit</b></li> <li>• <b>Letter of authorization for encroaching into 25 foot wetland buffers</b></li> </ul>

			<ul style="list-style-type: none"> <li>• <b>Applicant to contact MDEQ for any additional permits</b></li> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>
Woodlands	Not Applicable		
Façade	Approval recommended	03-29-17	
Fire	Approval recommended	03-21-17	<ul style="list-style-type: none"> <li>• Items to be addressed by the applicant prior to Final Site Plan approval</li> </ul>

## **MOTION SHEET**

### **Approval – Special Land Use Permit**

In the matter of Griffin Funeral Home JSP17-13, motion to **approve** the Special Land Use Permit based on and subject to the following:

- a. The proposed use will not cause any detrimental impact on existing thoroughfares *(based on review of the Traffic Study)*;
- b. The proposed use will not cause any detrimental impact on the capabilities of public services and facilities *(as this area was already planned for development)*;
- c. The proposed use is compatible with the natural features and characteristics of the land *(because the plan has minor impacts on existing natural features)*;
- d. The proposed use is compatible with adjacent uses of land *(because the proposed use conforms to the standards of the district and the requirements of mortuary establishments)*;
- e. The proposed use is consistent with the goals, objectives, and recommendations of the City's Master Plan for Land Use *(the project creates an aesthetically pleasing development, especially in residential areas)*;
- f. The proposed use will promote the use of land in a socially and economically desirable manner *(as the proposed use will provide a service needed in the community)*;
- g. The proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located; and
- h. *(additional comments here if any)*

*(This motion is made because the plan is otherwise in compliance with Article 3, Article 4, Article 5, and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**

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

In the matter of Griffin Funeral Home JSP17-13, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. Approval of up to 23 landbank parking (121 required, 98 provided, 23 land banked) due to Planning Commissions finding below, which is hereby granted;
  - i. The applicant has demonstrated through substantial evidence that the specified occupant and building use will require less parking than what is required by the Zoning Ordinance;
  - ii. Parking will not occur on any street or driveway;
  - iii. Parking will not occur on any area not approved and developed for parking;
  - iv. Parking will not occur on that area where parking construction has been landbanked until such time as that area is constructed for such parking;
  - v. The requested parking landbanking will not create traffic or circulation problems on or off site; and
  - vi. The requested parking landbanking will be consistent with the public health, safety and welfare of the City and the purposes of the Zoning Ordinance;
- b. Waiver for absence of noise impact statement due to the nature of use, which is hereby granted;

- c. Landscape waiver from Section 5.5.3.B.ii and iii to permit reduction of required height for berm along western property line (4.5 feet to 6 feet required) provided the minimum required opacity for screening is met along the property line , which is hereby granted;
- d. Landscape waiver from Section 5.5.3.B.ii for absence of required berm along southern property, due to applicants written intent that the property to the south will be developed non-residential and to retrofit the site to provide the required buffer and screening if it is developed residential in future, which is hereby granted;
- e. Landscape waiver from section 5.5.3.E.i.c for reduction of minimum required street trees along Beck Road (13 required, 10 provided) due to conflicts with corner clearance, which is hereby granted;
- f. City Council Variance from Section 11-256.b of Design and Construction Standards Manual for absence of required sidewalk along Eleven Mile Road due to practical difficulties for extension of sidewalk beyond the site boundary, provided the applicant pays the city the current construction cost of the sidewalk, as approved by the City Engineer;
  - a. 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
  - b. *(additional conditions here if any)*

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

**- AND -**

**Approval – Stormwater Management Plan**

In the matter of Griffin Funeral Home JSP17-13, 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 – Special Land Use Permit**

In the matter of Griffin Funeral Home JSP17-13, motion to **deny** the Special Land Use Permit...*(because the plan is not in compliance with Article 4, Article 5, and Article 6 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

**- AND -**



**Denial – Preliminary Site Plan**

In the matter of Griffin Funeral Home JSP17-13, motion to **deny** the Preliminary Site Plan...*(because the plan is not in compliance with Article 3, Article 4, and Article 5 of the Zoning Ordinance and all other applicable provisions of the Ordinance.)*

- AND -

**Denial – Stormwater Management Plan**

In the matter of Griffin Funeral Home JSP17-13, motion to **deny** the Stormwater Management Plan...*(because the plan is not in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

MAPS

Location

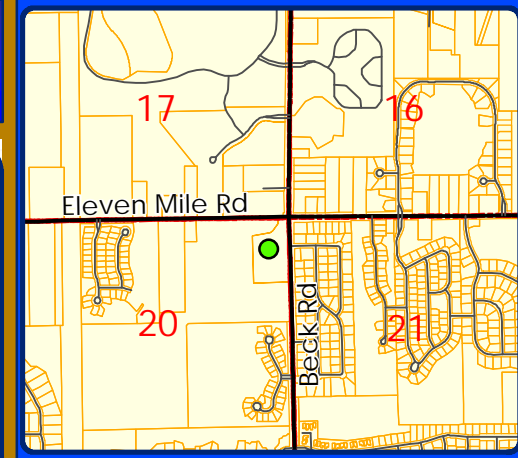
Zoning

Future Land Use

Natural Features

# 17-13 Griffin Funeral Home (SLU)

## Location Map



### LEGEND

 Sections



### City of Novi

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

Map Author: Sri Komaragiri  
Date: 04/13/17  
Project: 17-13 Griffin Funeral Home  
Version #: 1



1 inch = 108 feet



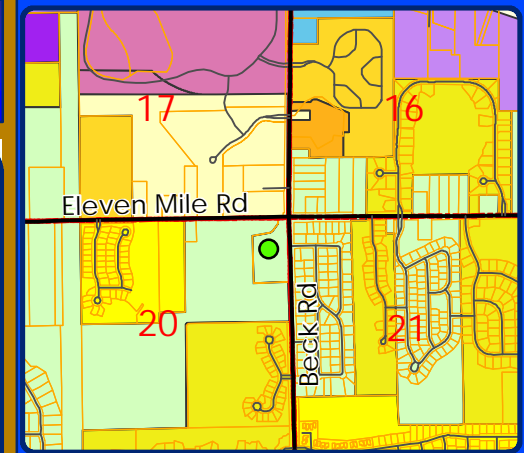
### MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate and should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132 of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.














# 17-13 Griffin Funeral Home (SLU)

## Zoning Map



### LEGEND

-  Sections
-  R-A: Residential Acreage
-  R-1: One-Family Residential District
-  R-3: One-Family Residential District
-  R-4: One-Family Residential District
-  RM-1: Low-Density Multiple Family
-  RM-2: High-Density Multiple Family
-  I-1: Light Industrial District
-  I-2: General Industrial District
-  OS-1: Office Service District
-  OSC: Office Service Commercial



## City of Novi

Dept. of Community Development  
 City Hall / Civic Center  
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 Novi, MI 48375  
[cityofnovi.org](http://cityofnovi.org)

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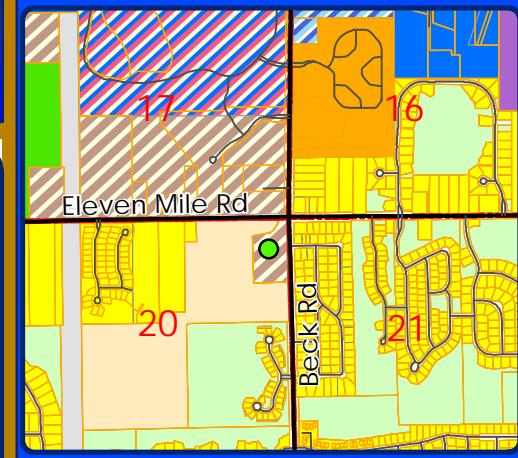
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# 17-13 Griffin Funeral Home (SLU)

Future Land Use



### LEGEND

Sections

#### FUTURE LAND USE

- Single Family
- Multiple Family
- Suburban Low-Rise
- Office RD Tech
- Office Commercial
- Industrial RD Tech
- Educational Facility
- Public Park
- Private Park
- Utility



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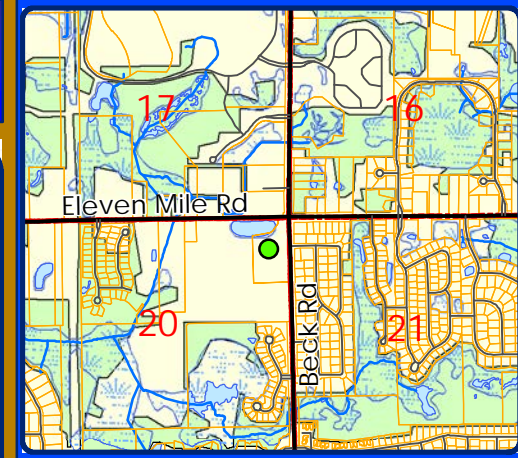
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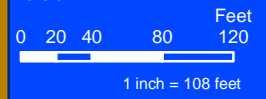
## Natural Features



- LEGEND**
- Sections
  - WETLANDS
  - WOODLANDS

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Dept. of Community Development  
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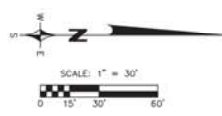
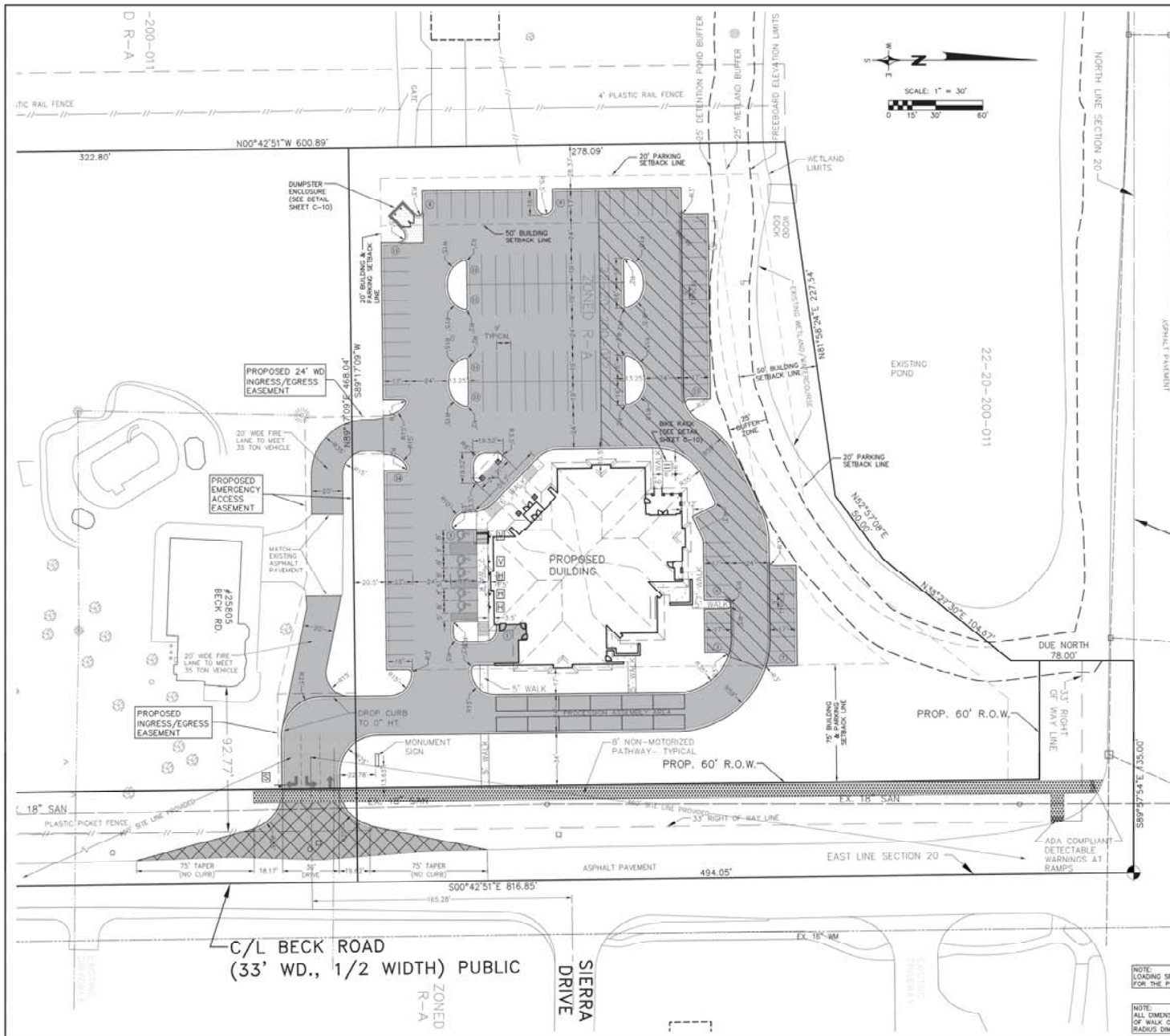
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**SITE PLAN**

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





C/L ELEVEN MILE ROAD  
(33' WD., 1/2 WIDTH) PUBLIC  
ZONED R-3  
22-17-400-028

- PROPOSED NON-MOTORIZED PATHWAY**
- PROPOSED CONCRETE DUMPSTER PAD**
- PROPOSED BITUMINOUS PARKING LOT AND DRIVES**
- PROPOSED BITUMINOUS PARKING LOT AND DRIVES (WITH LIMESTONE BASE)**
- PROPOSED BITUMINOUS BECK ROAD R.O.W.**
- PROPOSED WALK**

NOTE: SUBGRADE SHALL BE PREPARED COMPACTED TO 95% MAXIMUM UNIT WEIGHT BEFORE PLACING CURB AND OUTLET AND AGGREGATE BASE IN ACCORDANCE WITH THE RECOMMENDATION OF THE GEOTECHNICAL ENGINEER.

**SIGN TABLE**

TYPE	MMUTCD	DESCRIPTION	QUANTITY
STOP SIGN	R1-1	24"x36" OCTAGON WITH WHITE LEGEND & BORDER ON RED BACKGROUND	1
BARRIER FREE PARKING	R7-8	12"x18" GREEN LEGEND & BORDER ON WHITE BACKGROUND WITH BLUE WHEELCHAIR SYMBOL AND WORD "ONLY" IN THE WHITE SPACE BELOW THE WHEELCHAIR	5
VAN ACCESSIBLE (PLAQUE)	R7-8P	12"x18" GREEN LEGEND & BORDER ON WHITE BACKGROUND	2

NOTE: ALL TRAFFIC CONTROL SIGNAGE SHALL COMPLY WITH CURRENT MAINT CONTROL STANDARDS.

**SIGN LEGEND:**

- [S] STOP SIGN (R1-1)
- [H] BARRIER FREE PARKING (R7-8)
- [V] BARRIER FREE PARKING (R7-8) WITH VAN ACCESSIBLE (PLAQUE) (R7-8P)

NOTE: THE OWNER OF THE PROPERTY SHALL REPORT ANY PROPOSED CHANGE IN USE OCCUPANCY FOR FURTHER EVALUATION OF LAND BANK PARKING, LAND BANK SPACES MAY BE INSTALLED PRIOR TO CHANGE IN USE OR OCCUPANCY IF DETERMINED.



*Julian J. Wargo, Jr.*

REVISIONS	DATE	BY	REVISIONS	DATE	BY	REVISIONS	DATE	BY	REVISIONS	DATE	BY
PSP REVIEW	02/15/17	JAW									
PSP REVIEW	03/20/17	JAW									

**ZEIMET WOZNAK**  
CIVIL ENGINEERS & ARCHITECTS  
1000 GRAND BAYVIEW BLVD. SUITE 100  
NEW BRIDGE, MICHIGAN 48163  
P: (313) 487-8888 F: (313) 487-8333 www.zw-engineers.com

**MISS DIG SYSTEM, INC.**  
THREE FULL WORKING DAYS BEFORE THE JOB. CALL THE MISS DIG SYSTEM 1-800-482-7174

**PROJECT SPONSOR:**  
NOVI FUNERAL HOME, L.L.C.  
7707 MIDDLEBELT RD.  
WESTLAND, MI 48185

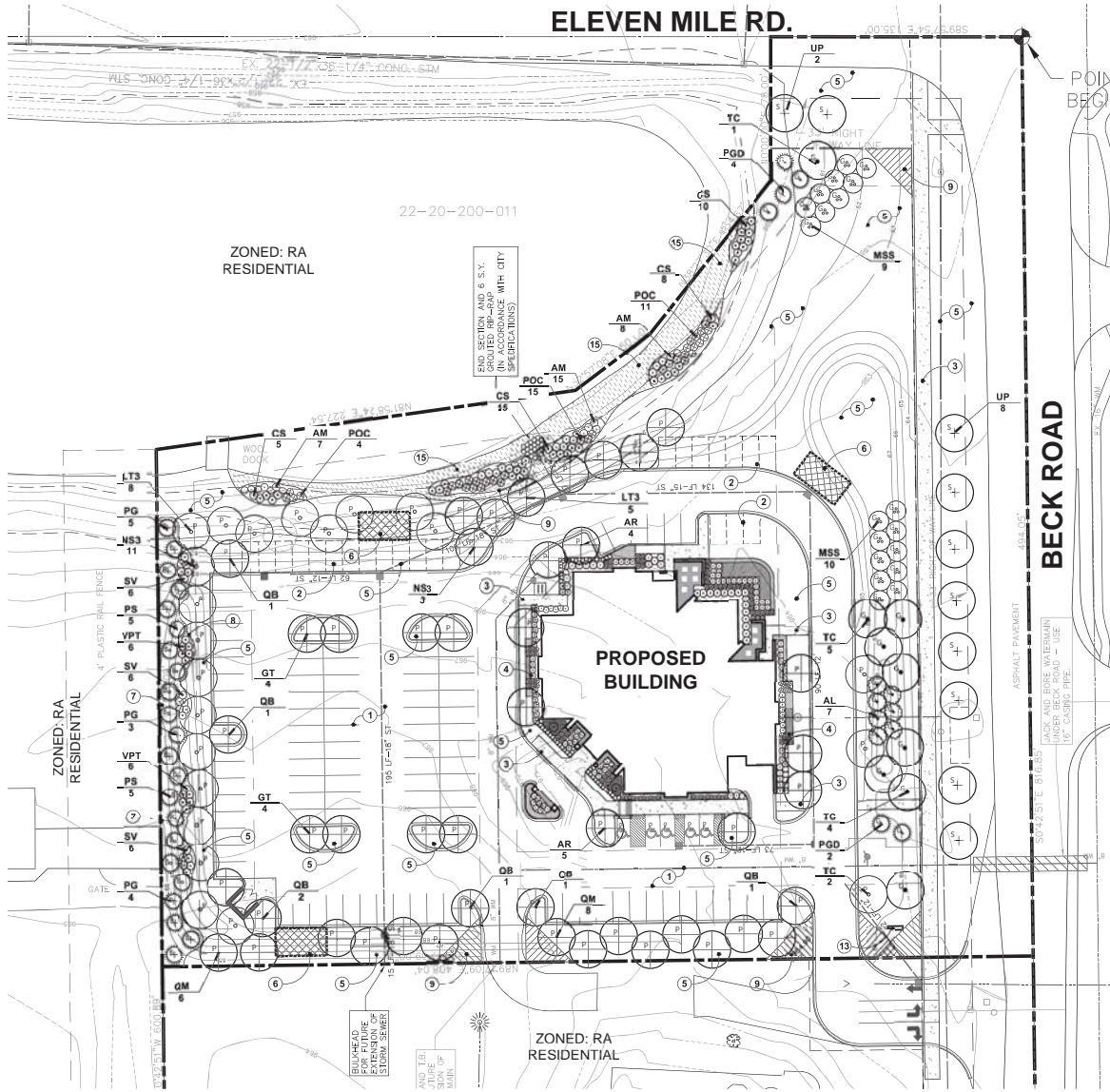
(734) 968-9401

**BANKED PAVING AND DIMENSION PLAN**  
GRIFFIN FUNERAL HOME  
NOVI, MICHIGAN, SECTION 20

DATE: 2-16-17 SCALE: HOR: 1" = 30'  
DRAWN BY: JAW JOB NO.: 16121  
DATE: 03/20/17 SHEET: C-3.1



# ELEVEN MILE RD.



**SITE PLANTING PLAN**  
SCALE 1" = 30'

### NOTE KEY:

- ① ASPHALT PARKING LOT
- ② LAND BANKED PARKING. SEE CIVIL ENGINEERING DRAWINGS
- ③ CONCRETE SIDEWALK - SEE CIVIL DWGS
- ④ PROPOSED FOUNDATION PLANTING. SEE SHEET LP-2
- ⑤ SEEDING LAWN OVER MINIMUM 4" DEPTH TOPSOIL. SEE TOPSOIL NOTE BELOW. ALL DISTURBED AREAS
- ⑥ SNOW DEPOSIT AREA
- ⑦ CONTINUOUS MULCH BED
- ⑧ SHOVEL CUT BED EDGE TYPICAL
- ⑨ 25' CLEAR VISION TRIANGLE
- ⑩ 2" DIA. SIGSTONE OVER FILTER MAT
- ⑪ 4" RYERSON STEEL EDGING, 2" THICK
- ⑫ 2 FT. X 2 FT. CONC. PATIO STEPPING STONE
- ⑬ PROJECT SIGN - SEE ARCH. DRAWINGS
- ⑭ PROPOSED BIRD RACKS
- ⑮ NATIVE SEEDING. SEED TO EDGE OF WATER. SEE MIX SHEET

### LANDSCAPE DATA

R.O.W. Frontage	
Eleven Mile Road Frontage:	76 ln. ft.
Beck Road Frontage:	434 ln. ft.
<b>Total Frontage:</b>	<b>510 ln. ft.</b>
Canopy/Evergreen Trees Req.:	15 Trees
Canopy/Evergreen Trees Prov.:	15 Trees
Sub-Canopy Trees Req.:	25 Trees
Sub-Canopy Trees Prov.:	25 Trees

Street Trees	
Eleven Mile Road Frontage:	51 ln. ft.
(Measured From Sign Date Triangles)	
(1 Tree/45 ln. ft.)	
Trees Required:	1 Trees
Beck Road Frontage:	385 ln. ft.
(Measured From Sign Date Triangles)	
(1 Tree/45 ln. ft.)	
Trees Required:	9 Trees
<b>Total Trees Provided:</b>	<b>10 Trees</b>

PARKING LOT INTERIOR PARKING LOT LANDSCAPING	
Total Square Footage of Parking Spaces:	16,316 s.f.
Required Landscape Area:	1,832 s.f.
(Parking spaces s.f. x 0.10 x 1.1)	
Additional Paved Vehicular Use Area:	34,711 s.f.
Required Landscape Area:	1,796 s.f.
(V.U.A. x 0.05 x 1.1)	
<b>Total s.f. of Landscape Area Req.:</b>	<b>3,368 s.f.</b>
<b>Total s.f. of Landscape Area Prov.:</b>	<b>3,622 s.f.</b>

Parking Lot Tree Requirement:	
Total Trees Required (1 per 75 s.f.):	45 Trees
<b>Total Trees Provided:</b>	<b>45 Trees</b>

PARKING PERIMETER LANDSCAPING	
Parking Lot Perimeter:	789 Lf.
Canopy/Evergreen Trees Req.:	23 Trees
(1 Tree/35 ln. ft.)	
<b>Total Trees Provided:</b>	<b>23 Trees</b>

BUILDING FOUNDATION PERIMETER LANDSCAPING	
Building Perimeter:	477 Lf.
Landscape Area Req.:	3,616 s.f.
(Building Perimeter x 8.0')	
<b>Landscape Area Prov.:</b>	<b>4,002 s.f.</b>

### PLANTING KEY

- GREENBELT TREES
- STREET TREES
- BUFFER TREES
- PARKING LOT TREES

### GENERAL PLANTING REQ.:

- A THE WORK SHALL CONSIST OF PROVIDING ALL NECESSARY MATERIAL, LABOR, EQUIPMENT, TOOLS, AND SUPERVISION REQUIRED FOR THE COMPLETION AS SHOWN ON THE DRAWING.
- B ALL PLANT MATERIALS SHALL CONFORM TO THE TYPE STATED ON THIS PLAN SET. SPECIES SHALL BE THE NUMBER LISTED ON THE PLAN SET OR LARGER. ALL DIMENSIONS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE "L.A.N. STANDARDS FOR NURSERY STOCK."
- C ALL TREE LOCATIONS SHALL BE STAKED BY LANDSCAPE CONTRACTOR AND ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF THE PLANT MATERIAL.
- D ALL SINGLE TRUNK TREES SHALL BE HEAVILY BRANCHED, TRUNKS WITH FORKED OR IRREGULAR TRUNKS WILL NOT BE ACCEPTED. ALL SINGLE STEM TREES SHALL HAVE STRAIGHT TRUNKS AND SYMMETRICAL CROWNS.
- E ALL MULTI-STEM TREES SHALL BE HEAVILY BRANCHED AND HAVE SYMMETRICAL CROWNS. ONE BRANCH OR MORE WITH THIN OR OPEN CROWNS SHALL NOT BE ACCEPTED.
- F ALL EVERGREEN TREES SHALL BE HEAVILY BRANCHED AND FULL TO THE GROUND, SYMMETRICAL IN SHAPE AND NOT SHEARED FOR THE LAST GROWING SEASON.
- G THE CONTRACTOR IS RESPONSIBLE FOR PLANTING THE MATERIALS AT THE CORRECT GRADES AND SPACING. THE PLANTS SHALL BE ORIENTED AS TO GIVE THE BEST APPEARANCE.
- H WHEN THE PLANT HAS BEEN PROPERLY SET, THE PIT SHALL BE BACKFILLED WITH A TOPSOIL AND NATIVE SOIL MIXTURE. GROUNDLY FILLING, PATTING AND SETTLING WITH WATER.
- I ALL PLANT MATERIALS SHALL BE PRUNED AND INJURIES REPAIRED. THE AMOUNT OF PRUNING SHALL BE LIMITED TO THE REMOVAL OF DEAD OR INJURED TWIGS AND TO COMPENSATE FOR THE LOSS OF ROOTS FROM TRANSPLANTING. CUTS SHOULD BE RECURVING, LEAVING NO STUBS.
- J THE CONTRACTOR AGREES TO GUARANTEE ALL PLANT MATERIALS FOR THE PERIOD OF ONE YEAR, AT THAT TIME THE OWNER'S REPRESENTATIVE SHALL CONDUCT A VISUAL INSPECTION. PLANT MATERIALS WITH 20% OR MORE DETERMINED BY THE OWNER'S REPRESENTATIVE SHALL BE REJECTED. THIS GUARANTEE INCLUDES THE FURNISHING OF NEW PLANTS, LABOR AND MATERIALS. THESE NEW PLANTS SHALL ALSO BE GUARANTEED FOR THE PERIOD OF ONE YEAR.
- K TOPSOIL SHALL BE FINE-SOILED, FERTILE, FORTH OF CLAY LOAM CHARACTER CONTAINING AT LEAST 5% BUT NOT MORE THAN 20% BY WEIGHT OF ORGANIC MATTER. FINISH GRADE FROM 6" TO 7.5" DEEP SHALL BE FREE FROM CLAY LUMPS, COARSE SAND, PLANT MOULD, STICKS AND OTHER FOREIGN MATERIALS.
- L NO MACHINERY IS TO BE USED WITHIN THE DRIP LINE OF EXISTING TREES. HAND GRADE ALL LAWN AREAS WITH DRIP LINE OF EXISTING TREES.
- M IT IS MANDATORY THAT POSITIVE DRAINAGE IS PROVIDED AWAY FROM ALL BUILDINGS, SHAWS AND WALKWAYS AREAS.
- N ALL PLANTING BEDS SHALL RECEIVE 4" SHREDDED BARK MULCH. SEE SPECIFICATIONS.
- O SOIL SHALL BE TWO YEAR OLD "BANDONCHERAZELPH" KENTUCKY BLUE GRASS GROWN IN A SOIL NURSERY ON LOAM SOIL.

### PLANT MIX

- ALL PLANTING PERENNIAL BEDS TO RECEIVE:
- 1 - 4.0 QUINCY BLUE CANYONWATERFRUIT
- 1 - 4.0 LB B&B DRAINER
- 1 - 1.0 LB BAG SHENNS 13-13 MULTI-PURPOSE FERTILIZER

PER 100 SQ FT BED AREA.

HAND TILL INTO SOIL TO A DEPTH OF 12" MINIMUM

MULCH TO BE DOUBLE SHREDDED HARDWOOD BARK MULCH

NO GROUND WOOD PALETTE MULCH PERMITTED

### TOPSOIL

CONTRACTOR TO TILL OR DISK SUBGRADE TO 4" DEPTH AND INSTALL 4" COMPACTED DEPTH TOPSOIL IN ALL LAWN AREAS. TOPSOIL SHALL BE PROVIDED BY CONTRACTOR

### IRRIGATION

ALL LANDSCAPE AREAS WILL BE IRRIGATED WITH A FULLY AUTOMATIC IRRIGATION SYSTEM.

**deak**  
PLANNING + DESIGN  
143 cadycentre #79  
northville, mi 48167  
[T] 966-355-4204  
deakplanningdesign.com

NOT TO BE USED AS CONSTRUCTION DRAWING

REVISIONS	DATE	BY	REVISIONS	DATE	BY	REVISIONS	DATE	BY	REVISIONS	DATE	BY

**ZEIMET W. ONIAK**  
Civil Engineers & Land Surveyors  
5880 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-0118  
484 437-5099 - 248 437-5222 fax: www.zeimetwoniak.com

**MISS DIG SYSTEM**  
THREE FULL WORKING DAYS BEFORE THE MISS DIG SYSTEM

CLIENT:  
NOVI GRIFFIN FUNERAL HOME, LLC  
7707 MIDDLEBELT RD.  
WESTLAND, MI 48185

LANDSCAPE PLAN  
GRIFFIN FUNERAL HOME  
NOVI, MICHIGAN, SEC 20

DATE: 12/10/17 SCALE: HOR: 1" = 30'  
REVISIONS: 07 JOB NO: DPD-121702  
DRAWN BY: SD SHEET LP-1





**SPECIAL LAND USE NARRATIVE**



# ZEIMET WOZNIAK & ASSOCIATES

Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

May 8, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, PSP and Special Land Use Application  
Additional Information

Dear Ms. Sri Ravali Komaragiri:

We would once again like to thank City staff and consultants for their unanimous recommendation for approval of the Preliminary Site Plan for the proposed Griffin Funeral Home.

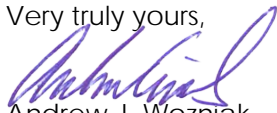
Please find attached supplemental information to address concerns raised at the April 19, 2017 Planning Commission Meeting as follows:

- A letter addressing Special Land Use requirements and our response to each item.
- Letters of support from Northville Township, Canton Township, Novi Community School District and American Legion Post 32.
- Maps showing the existing and future zoning of the site and adjacent properties which indicate a proposed use greater than residential.
- A sketch showing the green space and viewshed of the proposed development. This sketch indicates parking and building setbacks from 11 Mile Rd. and the view from Beck Rd.
- A rendering of the proposed funeral home as viewed from the 11 Mile Rd. and Beck Rd. intersection. This rendering clearly shows the residential design of the building and minimal visual impact when viewed from Beck Road.

We are confident that this supplemental information as well as the previously submitted site plan package will address the concerns of the Planning Commission and facilitate their approval of the site plan for Griffin Funeral Home.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak



Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

May 8, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, PSP Application  
Special Land Use factors for approval

Dear Ms. Sri Ravali Komaragiri:

The following are descriptions and responses to the items for consideration under Site Plan Review procedures of the ordinance, Section 6.0 Development Procedures following the criteria set forth in 6.1 item 2.C, Site Plan Review, when the principal use is permitted subject to special conditions. The detailed items will clearly demonstrate that the proposed Griffin Funeral Home on Beck Road will meet or exceed these benchmarks and alleviate the concerns of the Planning Commission.

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, accel/decel lanes off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.*

The proposed funeral home meets the primary requirement to be located on a major thoroughfare within the City with the proposed location on the west side of Beck Road as described in the March 30, 2017 Preliminary Site Plan Review of traffic by AECOM and recommendation for approval.

For clarification: Other Griffin Funeral Homes that are similar in service area and size average 50 people or fewer in attendance for a typical funeral service at the funeral home. Existing Griffin Funeral Homes in Canton and Northville held only 21 and 12 services respectively *at the funeral home* for the period of January through April this year; the other services took place either at a church or cemetery. Also, as recommended for approval by staff, the proposed site plan meets the parking requirements based upon the building's useable floor area and minimizes paved area by utilizing banked parking spaces to decrease the environmental impacts associated with excessive impervious areas. Per questions from the Public Hearing on April 19, 2017 regarding funeral processions: they will have no impact on typical peak traffic times on Beck and Eleven Mile Roads, and will pose no concern for school bus and associated traffic in the immediate area. Based upon similar existing Griffin Funeral Homes, the majority of services are held on Saturdays, eliminating school traffic and bus conflicts. Services during the week are typically held between 10 am and 1 pm. These

usage times are not in conflict with peak travel times and they do not impact school buses and associated school traffic in the area.

To further clarify, funeral processions have no impact on peak and school traffic. The Canton and Northville funeral home locations have held only four (4) processions during the first four months of this year. When a procession does follow a service, it averages only 12 vehicles. For the most part, when a procession takes place it will originate at the church and move from the church location to the cemetery, never impacting traffic at the funeral home location. Typically, there is no formal procession. The immediate family leaves the funeral home separately and reconvenes at the cemetery, further reflected in the low number of processions and the lack of impact on peak and school traffic. The attached letter from the Director of Transportation for the Novi School District details the school bus schedules and details our efforts to coordinate and avoid the potential limited times of a procession possibly occurring near the bus times. The school bus time schedule further clarifies the lack of conflict when related to the typical times that funeral services are held as noted above.

Therefore, the Special Land Use request for the Griffin Funeral Home's usage and vehicle access as described and clarified will not cause any detrimental impacts on the existing roads in terms of volumes, capacity, and safety.

***ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area.***

Griffin Funeral Home will not cause a negative impact on the city services described. Most communities experience the high demand on city services from residential developments which pay a smaller portion of taxes per home than supports these services. A low volume, service-oriented business such as the proposed funeral home is often a proper transitional use from higher, more intense uses to residential areas, while providing the tax base that contributes to the entire community's demand on services. To reiterate, the proposed funeral home will not have any negative impact on the city services described and as supported by the full staff recommendation for approval noted in the March 30, 2017 Preliminary Site Plan Review packet.

***iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.***

Griffin Funeral Home will be compatible with the natural features of the existing site. There are no wetland impacts or regulated trees to be removed from the site. The proposed site landscaping will meet the city requirements for this use and location will add 119 new trees in addition to numerous new shrub plantings. To further improve the natural features of the site, a native seeded buffer with specific shrub plantings will be added to the pond edge which is currently a mowed lawn. Therefore, the proposed funeral home is compatible with the natural features of the existing site as determined by the full recommendation for approval noted in the March 30, 2017 Preliminary Site Plan Review from city staff and consultants.

***iv. Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.***

The single story and residential character of the high-quality architecture for the proposed Griffin Funeral Home provides the appropriate aesthetic as an allowed special land use that fits within the residential area and meets the requirements of the specified use. The building has been specifically designed by the architect to meet the needs of the Griffin Funeral Home business based upon their ownership and operational experience of several other funeral homes. The proposed funeral home with a total size of 12,000 s.f. is comparable with the Griffin family's other operating funeral homes including Canton at 14,000 s.f. and Northville at 10,000 s.f. The Northville location does not include a chapel as this was an existing mortuary that they acquired. Beautification Awards were received from Northville Township for the extensive improvements completed to the building and grounds. This proposed funeral home provides the 1,500 s.f. chapel as a response to the growing demand of prayer services at the funeral home. This area within the overall building provides a space that allows families to express reverence and respect for the deceased.

The use of the building size is unique to the function of the various rooms as related to modern funeral services. The proposed building as submitted under the ordinance has 6,030 s.f. of useable area as calculated for parking requirements. These consist of a lounge reception room, two (2) visitation rooms, and a chapel. Both the size of the building overall and the calculated useable area directly relate to the flow of services within the building. A typical funeral service begins in one of the two visitation rooms, then proceeds to the chapel for the actual service and then concludes in the lounge reception room before leaving. The lounge reception room provides an informal place to relax and gather with family and friends after the service in the chapel.

The layout of the building and the parking of the site plan also work to fit well within the site. Parking is located on the west side of the building, reducing the views of the vehicular use areas. The significant setback from Eleven Mile Road allows for open views to the existing pond from the intersection with Beck Road. The nearest pavement on the north side of the funeral home is 216 feet to the edge of curb on Eleven Mile and 270 feet to the nearest north facing wall of the building. This site design attribute minimizes the visual impact of the new building that is a single story structure with a strong residential character in the scale of the facades and building materials.

The proposed funeral home is further compatible with its surroundings, complying with the ordinance criteria for this specified use, and noting that the existing zoning is R-A Residential Acreage. Additionally, the project falls within the Planned Suburban Low-Rise (PSLR) overlay and the Future Land Use designation of Suburban Low-Rise, as detailed in the March 30, 2017 review staff recommendation for approval for the Special Land Use and Preliminary Site Plan.

***v. Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.***

The proposed Griffin Funeral Home strives to meet both the goals and objectives of the City's 2016 Master Plan. Two notable goals are Environmental Stewardship and Economic



Development. The unique site plan provided meets an economic need in the community while providing a family owned business with a great reputation in surrounding communities. Please see the attached letters from Canton Township, Northville Township and American Legion Post 32 regarding the quality of business the Griffins operate. Secondly, the site plan as configured provides the generous setback from Eleven Mile road as noted above, maintaining open views of the existing pond and enhancing the environmental quality of the water through native plantings to establish the required buffer. With the Master Plan designation of Suburban Low-Rise the proposed plan meets the stated objectives of providing a building that is less than the two and a half stories allowed and is residential in character with the scale of the architecture and the pitched roofs of the design. This keeps the intent to maintain the character of the area and minimizes the effect that transitional uses can have on nearby single family residents. The Griffin Funeral Home will continue their reputation for outstanding service, and continue being the good community business citizen that has earned accolades in nearby communities, thereby meeting the goals of the City's Master Plan for Land Use.

***vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.***

Many uses are allowed with a Special Land Use request, and other more intense uses fall under the Planned Suburban Low-Rise Overlay as designated for this property by the Zoning Map and the Future Land Use Plan. As described above, this low-impact service business operates in a similar manner to churches, which are also permitted with a Special Land Use approval. A key difference is that this funeral home will be contributing taxes rather than utilizing the tax-exempt status of religious institutions or schools. When compared to a child care facility, the funeral home is more compatible with the transition to residential homes in the area. As noted above, the traffic impact is minimal compared to other non-residential uses including child care facilities, and even the high number of trips per day generated by single family residential that often coincide with peak traffic times, as opposed to that of the funeral home.

Griffin Funeral Homes have a history of operating their business in various nearby communities that has earned them an outstanding reputation. They will continue this track record of excellence in Novi upon approval. As noted above, the attached letters from the Canton Supervisor and the Northville Planning Commission hold the Griffins' business in high regard. As an owner and operator, Novi will see a high regard for maintenance of the property and building. In Northville Township, the Griffins have received Beatification awards since heavily investing in the existing funeral home they purchased and now operate. Pride of ownership and their outstanding reputation in other communities demonstrate the manner in which the Griffins will develop this site, which will be in a more socially and economically desirable manner compared to other uses allowed under the Special Land Use and the PSLR designations.

***vii. Whether, relative to other feasible uses of the site, the proposed use is:***

- a. Listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and***

***b. Is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.***

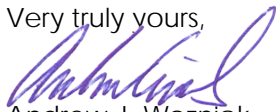
The proposed griffin Funeral Home is a listed use allowed under the Special Land Use approval for the RA Residential District. The City's review and report of March 30, 2017 for Preliminary Site Plan recommend approval for meeting the numerous provisions of zoning ordinance.

As described in detail above, and recommend for approval by the city staff and consultants March 30, 2017 review, the proposed use and site plan is in harmony and conforms to all of the applicable site design regulations for the zoning district.

Griffin Funeral Home has worked diligently with City staff to bring the proposed development for approval of the Special Land Use and Preliminary Site Plan. The plan represents the best efforts of the Griffins to meet or exceed the requirements and expectations to become an outstanding member of the Novi community. The detailed responses and clarifications of the factors to be considered by the City described above demonstrate the commitment to become a successful business and a good neighbor upon the approval of the Special Land Use request and Preliminary Site Plan. Thank you for your time and consideration. We look forward to answering any further questions the next time this item is on the agenda.

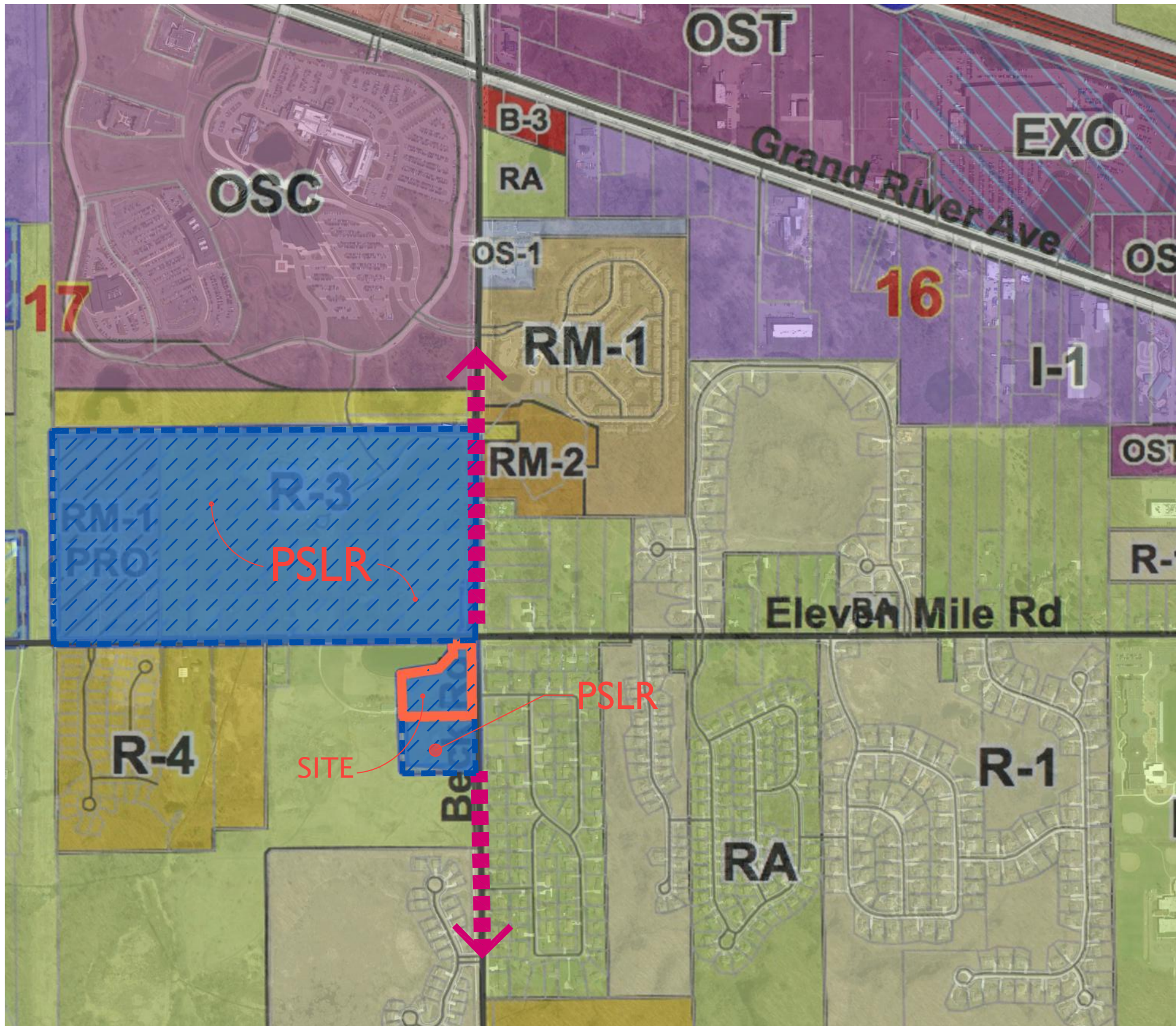
Please let us know if you have and questions or comment.

Very truly yours,



Andrew J. Wozniak





Zoning Districts	
R-A: Residential Acreage	GE: Gateway East
R-1: One-Family Residential	FS: Freeway Service
R-2: One-Family Residential	I-1: Light Industrial
R-3: One-Family Residential	I-2: General Industrial
R-4: One-Family Residential	NCC: Non-Center Commercial
RT: Two-Family Residential	OS-1: Office Service
RM-1: Low-Density Multiple-Family	OSC: Office Service Commercial
RM-2: High-Density Multiple-Family	OST: Office Service Technology
MH: Mobile Home	EXO: OST District with EXO Overlay
B-1: Local Business	RC: Regional Center
B-2: Community Business	P-1: Vehicular Parking
B-3: General Business	TC: Town Center
C: Conference	TC-1: Town Center-1
EXPO: Expo	

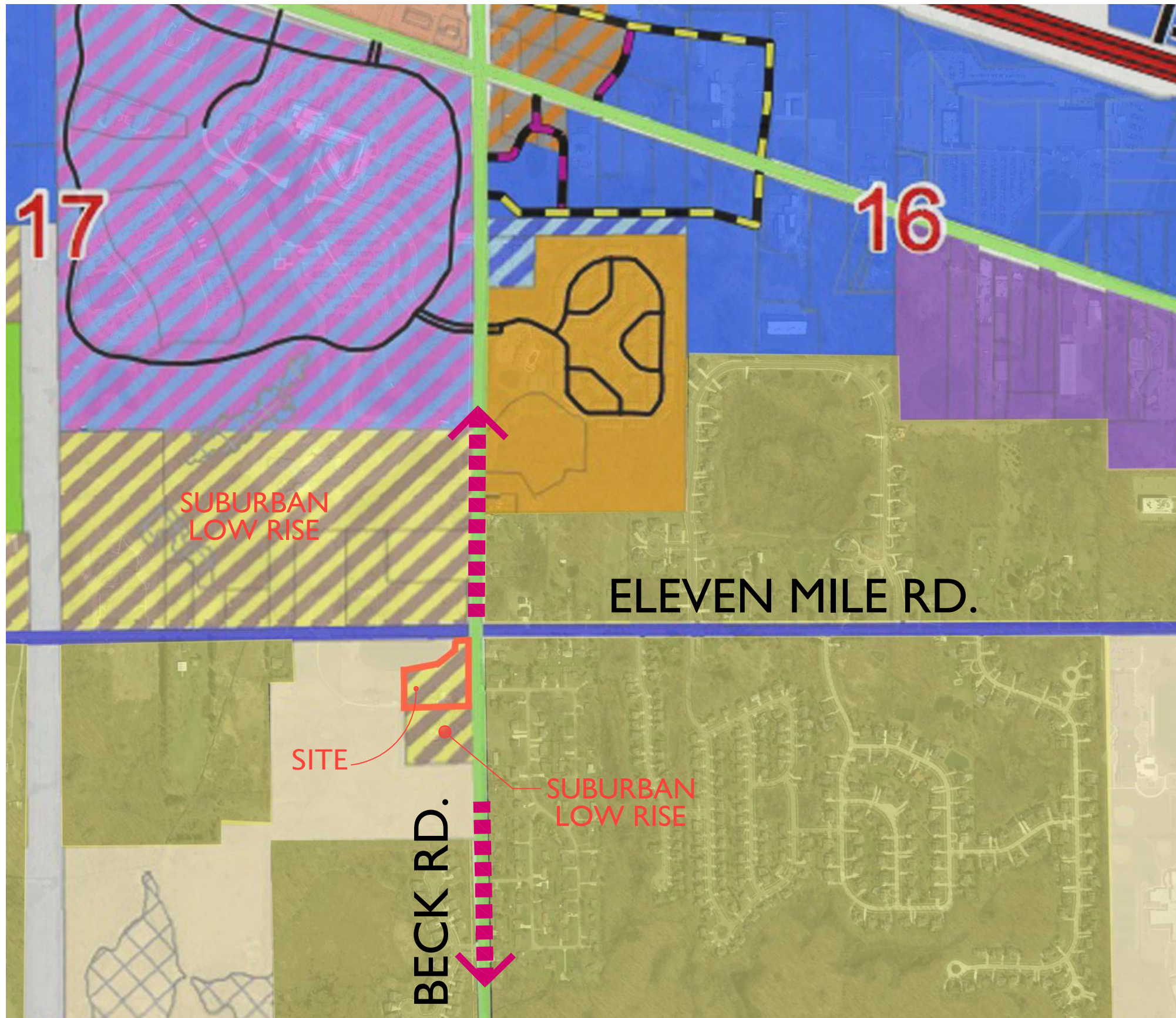
  

Zoning Overlays	
Exposition (EXO)	Planned Rezoning (PRO)
Planned Suburban Low-Rise (PSLR)	50-22-02-201-001 (RM-1 PRO)
	50-22-16-176-035 (FS PRO)
	50-22-16-451-076 (RT PRO)
	50-22-17-400-002 (RM-1 PRO)
	50-22-18-200-002, -003, -025 (RM-1 PRO)
	50-22-20-400-005 (R-3 PRO)
	50-22-36-476-006 (B-3 PRO)
	50-22-26-101-019, -021 (RM-1 PRO)
	50-22-29-226-004, -011, -022 (R-3 PRO)
	50-22-29-226-023, -028, -029 (R-3 PRO)
	50-22-29-226-030, -031 (R-3 PRO)

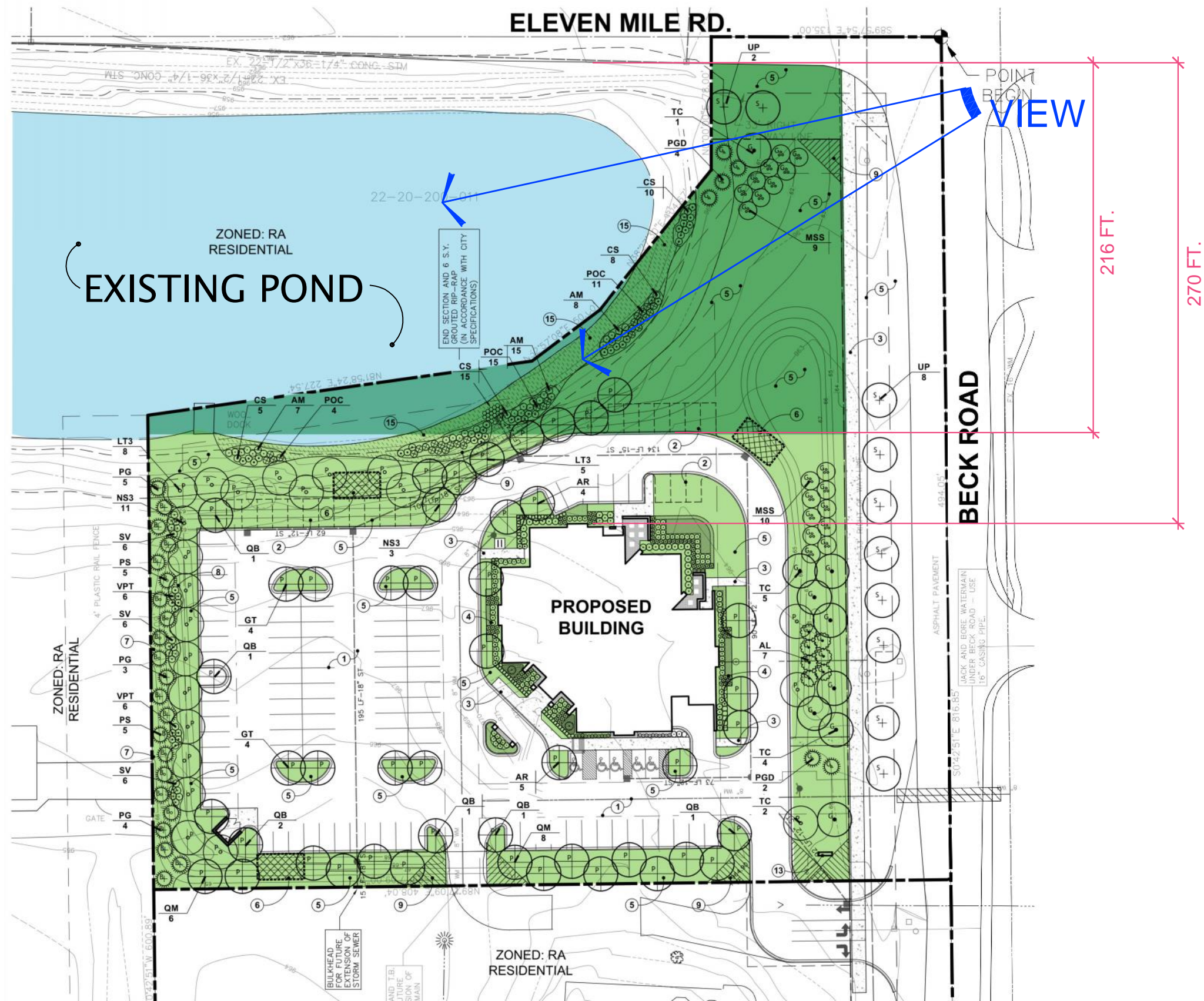
# Zoning Context

Griffin Funeral Home - Novi, Michigan









# Green Space and Viewshed

Griffin Funeral Home - Novi, Michigan







**PLANNING REVIEW: SPECIAL LAND USE NARRATIVE**



# PLAN REVIEW CENTER REPORT

May 24, 2017

## Planning Review GRIFFIN FUNERAL HOME

JSP 17-13

### Petitioner

David Griffin

### Review Type

Special Land Use

*(This letter provides an update to the Special Land Use consideration only. The applicant has not proposed any changes to the Preliminary Site Plan staff have reviewed previously. Refer to Planning Review dated March 30, 2017 for more details)*

### Staff Comments

The applicant is currently requesting the approval of a Special Land Use permit to propose a mortuary establishment in Residential Acreage 'RA' zoned district. The Planning Commission held a public hearing on April 19, 2017 and postponed their decision for a later time. The decision was made to allow time for further discussion between the applicant and staff, given the comments provided by the Planning Commission and the residents. The applicant has provided additional information in the form of narrative, letters of support, and perspective renderings to further clarify the intensity and impact of the proposed use.

### Recommendation

Approval of the Special Land Use is recommended.

### SPECIAL LAND USE VS PSLR (Planned Suburban Low Rise)

The subject property is zoned Residential Acreage (RA). The proposed funeral home is considered a special land use in the existing RA District, subject to Planning Commission's discretion. In addition to the RA zoning, the subject parcel also has an option to be developed using Planned Suburban Low-Rise Overlay (PSLR) which allows for development of other low intensity non-residential uses, that are typically not allowed as permitted or a Special Land Use under typical RA zoning. PSLR uses are intended to serve as transition uses between residential and higher intensity office and retail uses. Based on discussions with City Staff, the applicant is currently requesting Special Land Use approval for approval of the funeral home at this location.

	Special Land Use	PSLR
<b>Uses</b>	Such as Churches, Schools, Daycare, Bed and breakfasts, <b>Mortuary establishments</b> , Cemetery and Community recreation (as listed in Section 3.1.1)	All uses permitted in underlying zoning Low rise multifamily uses and such as Assisted living facilities, Day cares, <b>Mortuary establishments</b> , Offices and Medical Offices, Mixed Use Buildings (as listed in Section 3.1.27)
<b>Intent</b>	To provide support services such as religious, educational, care and recreation for the benefit of the residents in the surrounding areas.	To serve as transitional areas between lower-intensity detached one-family residential and higher-intensity office and retail uses while protecting the character of neighboring areas.



<b>Approvals required</b>	Planning Commission approval following a public hearing	Planning Commission recommendation to City Council for PSLR Concept plan and agreement. Planning Commission approval of Preliminary Site Plan.
<b>Building Height</b>	35 ft or 2.5 stories, whichever is less	35 feet or 2.5 stories, whichever is less
<b>Setbacks</b>	Minimum front yard setback: 45 ft Minimum rear yard setback: 50 ft Minimum side yard setback: 20 ft one side 50 ft total two sides	Minimum front yard setback: 30 ft* Minimum rear yard setback: 30 ft Minimum side yard setback: Exterior side yard adjacent to roads and drives 30 ft* Exterior side yard adjacent to planned or existing section line road ROW 50 ft Interior side yard 30 ft Minimum other building setback: Building to building 30 ft Corner to corner 15 ft

**SPECIAL LAND USE CONSIDERATIONS**

Special land use approval is subject to Planning Commission findings based on factors listed in Section 6.2.C of our Zoning Ordinance. The narrative submitted by the applicant expands more on how the proposed site plan addresses the factors in Section 6.2.C. Staff reviewed the narrative and provide the following comments.

**i. Impact on Existing Thoroughfares**

The applicant indicated that the majority of funeral services are held on Saturday, and also may be held from 10 am to 1 pm during weekdays. A letter from Novi School Transportation indicates that the buses run from 6:30 am to 9:15 am and then again from 2 pm to 5 pm during weekdays. During half days, which is three times an year, buses run from 11 am to 1 pm. Based on this information, staff agree with the applicant that there will be no conflict between school bus traffic and funeral traffic. **To further clarify, the applicant can provide a route map that indicates the possible routes for a funeral procession.**

The applicant has provided letters of support from Canton and Northville planners that indicate that there are no negative traffic impacts due to their existing funeral establishment in those communities.

Novi’s Traffic Engineer noted that it does not appear that the proposed use will create more congestion or conflict with the existing traffic patterns. The City’s Traffic Engineer asked the applicant to provide more information to make an informed finding. **The applicant is currently working on providing a Traffic Impact Study to determine potential impact on Beck and Eleven Mile Roads.**

**ii. Impact on the Capabilities of Public Services and Facilities**

The applicant is proposing to construct a 12,176 square foot building, 98 parking spaces (plus 23 land bank parking spaces), and associated site improvements for use as a funeral home. Based on review of staff and consultants of the Preliminary Site Plan, staff agrees that the size of development as described above will not impact the capabilities of the public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to service existing and planned uses in the area.

iii. **Compatibility with the Natural Features and Characteristics of the Land**

There are no regulated woodlands on the subject property. The site plan is proposing very minor impacts to the regulated wetlands in order to propose minor changes to existing man-made pond.

iv. **Compatibility with Adjacent Uses of Land**

The applicant is proposing a single story building with a sloped roof with colors and façade materials that harmonize well with the surrounding area, as indicated in the Façade review. Proposed single-family residential design features of the building add to the residential character to the streetscape. The applicant has indicated that the proposed 12,000 square feet is the minimum required for the services they are providing in Novi. Their existing funeral homes range from 9,500 square feet (Livonia) to 18,000 square feet (Westland). In addition, the building is setback further into the site than required by the ordinance to compensate for the size. The applicant indicated in their narrative that they are well known for high quality architecture and have received a beautification award from Northville Community. **The applicant may provide pictures of their existing facility to further demonstrate their standard quality of architecture.**

The narrative included a perspective that provides a view of the building from residential properties across Beck Road. As shown in the green space and view shed exhibit, the building is setback from the road by 270 feet, where a typical home would typically be setback 35 to 50 feet from the right of way line. The proposed setbacks and landscape further enhance the existing pond on the subject property and opens views along Beck Road. The street trees along Beck Road are grouped closer to the site entrance to the south in order to screen the property from homes along Beck. The northern area near the intersection is left open to allow for unobstructed view of the building. The site plan meets the minimum requirements for landscape code. **However, there is opportunity for additional screening along Beck near 11 Mile and Beck intersection, if the Planning Commission finds a need.**

As indicated earlier, there is a possibility that the property could be developed under PSLR option that would allow many other non-residential uses such as office or assisted living which would allow for more dense development and taller buildings. Based on the proposed elevations, it is staff's opinion that the scale and style of the building does not appear to deviate from the residential character of the neighborhood.

v. **Conformance with the Goals, Objectives, and Recommendations of the City's Master Plan for Land Use**

The proposed land use is compatible with the special land uses allowed under the current zoning and the uses recommended under future land use map. It also conforms to Master Plan goal to "create aesthetically pleasing developments, especially in residential areas" by proposing high quality architecture. Environmental objectives of the Master Plan, such as to "protect and maintain water features throughout the City" and to "encourage developers to utilize development options currently available in Zoning Ordinance that preserve natural features on properties" are achieved by protecting and enhancing the existing water feature on the property.

vi. **Use of Land in a Socially and Economically Desirable Manner**

Special land uses in residential districts are intended to provide support services such as religious, educational, care and recreation for the benefit of the residents in the surrounding areas. The proposed use of a funeral home fits within the intended uses for RA zoning, as it provides needed services to the community. As the applicant noted in their narrative, the funeral home will be contributing taxes and is an economically feasible use for the subject property.

The applicant also included letters of support from various Communities that demonstrate how Griffin Funeral homes have been successfully maintained at high standards in respective communities.

**vii. Conformance with all Applicable Regulations**

All staff and consultant review letters are recommending approval for the proposed Preliminary Site Plan. The Preliminary Site Plan is in conformance with all applicable regulations of the City Code and the Zoning Ordinance with a few exceptions to minor landscape deviations (which are supported by staff) and Design and Construction standards deviations (recommended and supported by staff).

**PUBLIC COMMENTS**

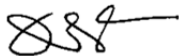
Staff has received multiple comments from public at the Public Hearing and through e-mails and phone calls. Copies of all written comments provided from the residents are attached. The comments included concerns mainly about the compatibility of the use, elimination of the existing barn and loss of views. A majority of the comments included concerns about traffic congestion along Beck and possible funeral procession conflicts with school bus routes.

Staff provides the following notes in response to public comments.

- The proposed use of a funeral home fits within the intended uses for the subject property as listed in the Zoning Code.
- It is our understanding from the applicant that the existing property owner intended to remove the barn irrespective of the current development due to maintenance difficulties. However, the applicant along with the City is trying to find a place to relocate the barn.
- The applicant provided perspective views that indicate the new views to compensate for the loss of existing loss of views.
- The applicant will be submitting a Traffic study that provides more information to clarify all the other Traffic concerns.

There are a couple of letters from residents that are in support of the proposed use.

**The site plan is scheduled for Planning Commission's consideration for June 14, 2017 meeting. Please provide a response letter by June 06, 2017.** If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5607 or [skomaragiri@cityofnovi.org](mailto:skomaragiri@cityofnovi.org).



---

Sri Ravali Komaragiri – Planner

**TRAFFIC STUDY REVIEW**



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

**Project name:**  
JSP 17-0013 Griffin Funeral Home Traffic Impact Study Review

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

**From:**  
AECOM

**Date:**  
June 9, 2017

**CC:**  
Sri Komaragiri, Kirsten Mellem, George Melistas,  
Theresa Bridges, Richelle Leskun, Darcy Rechten

# Memo

**Subject:** Griffin Funeral Home Traffic Impact Study Review

The traffic impact study was reviewed to the level of detail provided and AECOM **recommends approval** for the applicant to move forward with the condition that the comments provided below are adequately addressed to the satisfaction of the City. It should be noted that AECOM is requesting additional support documentation and evaluation information as part of this review letter.

## GENERAL COMMENTS

1. LJ Griffin Funeral Home currently has four locations throughout Metro Detroit and is proposing a fifth location at the southwest corner of the intersection of 11 Mile Road and Beck Road. The proposed funeral home has a total building footprint of 12,000 square feet.
2. A traffic impact study (TIS) was conducted due to concerns from local residents.
3. The study area includes the intersection of 11 Mile Road and Beck Road.
4. Anticipated funeral service times range from 10:00AM to 1:00PM and anticipated viewing times range from 3:00PM to closing hours.
5. The study operates under the premises that the AM peak hour of the generator is from 11:15 AM to 12:15 PM and the PM peak hour of the generator is from 5:00 - 6:00 PM.
6. There are unclear statements made throughout the text regarding the data collection during the peak hours that do not necessarily align with other statements made in the text. The study could include more definitive text when describing peak hours (i.e. peak hour of the generator, peak hour of traffic, etc.).
7. Generally, the text is sometimes vague and is not necessarily clear what certain items are referring to (i.e. using the word "this" or other pronouns instead of referring to the actual item).
8. There are contradictory statements made to previous statements made in the text. For example, Section 1.3 indicates that traffic counts were collected during peak hours of traffic; whereas the text goes on to say that turning movement counts were collected from 10:00 AM – 1:00 PM and 3:30 – 6:00 PM. Please review for consistency and update as applicable.

## Existing Conditions

1. Turning movement counts were collected from 10:00 AM - 1:00PM and 3:30 - 6:00 PM for the intersection of 11 Mile and Beck Road. However, the text in section 1.3 indicates that turning movement counts were collected during the peak hours of traffic that were obtained from the Southeastern Council of Governments (SEMCOG). The study

should clearly indicate the date and time periods that turning movement counts were collected, as well as provide the SEMCOG report as an appendix.

2. Hourly traffic counts at the intersections of Grand River Avenue & Beck Road and 10 Mile Road and Beck Road were also collected. The report should indicate if these hourly traffic counts were directional and if so, provide information with the data, and should include the SEMCOG data reports in an appendix. Because of the directional M-5 closures, the historical hourly traffic counts from SEMCOG were analyzed to determine if the data collected had been affected by the construction. It was determined that the study intersection was not affected by the M-5 closures.
3. The peak hour of the generator was determined based on total entering and exiting trips at the existing funeral homes during times of operation in both the morning and afternoon. It should be noted that the existing funeral home data was collected during the Memorial Day weekend; however, the data collected is consistent with the average funeral attendance numbers previously provided by the applicant.
4. The study merges both the peak periods of the generator and existing roadway traffic. It was determined that the peak hours for analysis should be 11:45 AM - 12:45 PM and 4:45 - 5:45 PM in order to analyze the most conservative scenario.
5. Under existing conditions, given the existing signal timing, the intersection of 11 Mile Road and Beck Road operates under a Level of Service (LOS) of C for both the AM and PM peak hours.
6. All intersection approaches operate at an acceptable LOS (LOS D or above) during both peak periods.

## Trip Generation

1. Traffic data was collected at three of the existing funeral homes in the Metro Detroit area for five separate visitations or funeral services during the anticipated peak hour of the generator, which was identified from visitation and service schedules of the funeral homes.
2. The text further states that maximum recorded funeral home trip generation was also 43 trips, however this number better reflected observed ratios. The study should provide clarification on this statement and provide the ratio data used to arrive at this conclusion.
3. An estimate of 43 total trips was assumed for the AM peak hour; however, the future study intersection volumes for the AM peak hour are not indicative of existing traffic volumes plus 43 trips. The future AM study intersection volumes should indicate the addition of 43 total trips to existing traffic and also provide additional information and support data for how trips were distributed.
4. The ITE Trip Generation Manual did not provide a reasonable estimate for the estimated number of trips generated during the PM peak hour. The data collected from the Northville funeral home, which was the most conservative location, was used to develop an average trip rate based on building square footage. This analysis resulted 2.7 vehicles per 1,000 square feet of building per visitation.
5. The proposed development is expected to generate 66 total trips during the PM peak period based on the analysis described in the comment above. However, the future study intersection volumes for the PM peak hour are not indicative of existing traffic volumes plus 66 trips. The future PM study intersection volumes should indicate the addition of 66 trips to existing trips and also provide additional information and support data for how trips were distributed.

## Future Conditions

1. Future study intersection conditions were analyzed using Synchro traffic analysis software. The study intersection of 11 Mile Road and Beck Road is expected to remain at LOS C for the AM and PM peak period and will be minimally impacted by the additional traffic generated by the funeral home.
2. All approaches operate under an acceptable LOS (LOS D or above) during both peak periods.

3. The study provides queue information for northbound traffic on Beck Road. Synchro queue lengths were scaled to more accurately reflect observed queue lengths. The report indicates that the future AM maximum queue may extend to approximately Sierra Drive and the future PM maximum queue may extend beyond the proposed site driveway.

## Conclusions and Recommendations

1. The report indicates that all approaches at the study intersection of 11 Mile Road and Beck Road are expected to operate at an acceptable LOS of D or better during the AM and PM peak hours.
2. Funeral processions are rare and typically only average 12 total vehicles.
3. Queues on northbound Beck Road are expected to extend beyond Sierra Drive during the AM peak hour and extend beyond the proposed site driveway during the PM peak hour. However, the study does not provide any queue data to solidify the observed average queue. The study should use the 95<sup>th</sup> percentile queue to determine the maximum queue length.
4. The site is not expected to interfere with school bus traffic based on the peak periods of operation of the funeral home and periods of school bus operation.
5. The report should clearly indicate in the text whether the peak hour is referring to the peak hour of the generator or the peak hour of traffic in order to avoid any possible confusion. General revisions to reflect consistency.
6. The study should provide clarification for Figures 11 and 12. These figures should equate to the sum of existing trips and site generated trips. The study should also provide information as to how trips were distributed.
7. The study does not account for any background traffic; however, the builder has an anticipated build-out year of this year.
8. The Synchro reports and the delay data presented in the text are not consistent for the future PM peak hour. While minor discrepancies, the values in the report should be updated to reflect the exact values in the Synchro output.
9. In summary, the items requested by AECOM include the following material/data:
  - a. Provide more definitive text when referring to peak hours (i.e. peak hour of the generator, peak hour of traffic) and ensure that statements made throughout the text are consistent when referring to peak hours or data collection.
  - b. Provide additional information and supporting data related to the traffic counts collected at the intersections of Grand River Avenue & Beck Road and 10 Mile Road & Beck Road.
  - c. Provide data related to the observed ratios used to solidify using 43 trips for the AM service period.
  - d. Update the future traffic figures to indicate the sum of existing trips and generated trips. Also provide methodology information and data related to the distribution of trips.
  - e. Provide queue data observed in the field to solidify the observations stated in the text. The study should be updated to use the 95<sup>th</sup> percentile queue to determine the maximum queue length.
  - f. Update the figures in the text to more accurately reflect the numbers in the Synchro reports.
10. Based on the findings of the report, Griffin Funeral Home is expected to have a minimal impact on traffic and LOS is expected to remain the same for every approach of 11 Mile Road and Beck Road. However, AECOM is seeking an updated version of the report with the additional data requested above in order to further solidify the findings within the study.

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

Memo

Sincerely,

**AECOM**

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

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

A handwritten signature in blue ink, appearing to read "Maureen Peters".

Maureen Peters, PE  
Traffic/ ITS Engineer



## PLANNING REVIEW



# PLAN REVIEW CENTER REPORT

March 30, 2017

## Planning Review GRIFFIN FUNERAL HOME

JSP 17-13

### Petitioner

David Griffin

### Review Type

Preliminary Site Plan and Special Land Use

### Property Characteristics

<b>Section</b>	20	
<b>Site Location</b>	Southwest corner of Beck Road and Eleven Mile Road	
<b>Site School District</b>	Novi Community School District	
<b>Site Zoning</b>	RA: One Family Residential with a PSLR: Planned Suburban Low Rise Overlay	
<b>Adjoining Zoning</b>	North	R-3 with PSLR Overlay
	East	RA: One Family Residential
	West	RA: One Family Residential
	South	RA with PSLR Overlay
<b>Current Site Use</b>	Bosco Farm and Homestead	
<b>Adjoining Uses</b>	North	Vacant/Daycare/Senior Housing/Hospital
	East	Residential
	West	Novi Community School District/Park
	South	Bosco Homestead/Novi Community School District/Park
<b>Site Size</b>	3.93 acres (parent parcel is 7.40 acres)	
<b>Plan Date</b>	March 10, 2017	

### Project Summary

The applicant is proposing to construct a 12,176 sq. ft. building, 98 parking spaces (plus 23 landbank parking spaces), and associated site improvements for use as a funeral home. The large parcel is proposed to be split with the north section for the funeral home business (being considered in this site plan review) and the south section for future development (to be determined during a future site plan review). The applicant has chosen to develop the north section under the RA zoning as a special land use.

### Recommendation

Approval of the ***Preliminary Site Plan is recommended.*** The plan mostly conforms to the requirements of the Zoning Ordinance, with a few deviations listed in this and other review letters. **Planning Commission's approval for Special Land Use, Preliminary Site Plan, Landbank Parking, and Storm Water Management Plan is required.**

### Special Land Use Considerations

The applicant is proposing a funeral home (Sec. 4.17 Mortuary Establishment) in RA: One Family Residential zoning, which requires special land use approval and must meet use standards outlined in Section 4.17.

### **Section 6.1.2.C of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of any Special Land Use:**

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning

- patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
  - iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.
  - iv. Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
  - v. Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
  - vi. Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
  - vii. Whether, relative to other feasible uses of the site, the proposed use is
    - a. Listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and
    - b. Is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

### **Ordinance Requirements**

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (Zoning Districts), Article 4 (Use Standards), Article 5 (Site Standards), and any other applicable provisions of the Zoning Ordinance. **Deviations from the Zoning Ordinance are listed below.**

### **Ordinance Deviations**

1. Planning Commission waivers/approval/Consideration
  - I. Special land use request for proposing Funeral home in RA-One Family Residential district
  - II. Determine whether 12 spaces as indicated on the plan are sufficient for assembly area
  - III. Waive the requirement of Noise impact analysis
  - IV. Approve the request for Landbank parking, up to 23 spaces of the required 121 spaces
2. City Council DCS Variances
  - I. None required
3. Zoning Board of Appeals Variances
  - I. None required

**Please see the attached chart for information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of the Final Site Plan submittal:

1. Adequate Assembly Area (Sec 4.17.1.A) The ordinance requires the site plan to show adequate area for off-street vehicles to be used in funeral processions, in addition to required off-street parking. The site plan shows 12 spaces indicated in the front yard. **The Planning Commission may wish to discuss whether 12 spaces will be adequate.**
2. Noise Impact Statement (Sec. 4.17.2.C): A noise impact statement is required as part of the special land use approval. **The applicant is requesting a waiver from the Planning Commission.**
3. Landbank Parking (Sec. 5.2.14): Landbanking may be permitted on the request of the applicant if the applicant can demonstrate that the number of parking spaces required under this section are in excess of the actual requirements for the functional use of the building for up to 25% of the required number of parking spaces. **The applicant has provided a narrative justifying the landbank request. The applicant is requesting a reduction of 23 spaces or 18% of the required parking spaces.**

4. Dumpster Enclosure (Sec. 21-145.(c) of City Code): Dumpster enclosures are regulated by the City Code and require screening and only certain materials are allowed. **The applicant has proposed a wire fabric with vinyl slats as the gates, which is not permitted. Only masonry, wood, or evergreen shrubbery are allowed as screening for the enclosure.**
5. Lighting and Photometric Plan (Sec. 5.7): All proposed developments require a photometric plan and exterior lighting details at time of Final Site Plan. **The applicant is encouraged to provide those prior to Planning Commission in order to address any waivers that may be needed, otherwise the plan will need to return to Planning Commission at Final Site Plan review, in the event the plan does not conform to the code.**
6. Property Split: The applicant is proposing to split the parent parcel into two parcels once Preliminary Site Plan is approved by the Planning Commission. **The property split needs to be recorded prior to Stamping Set Approval.**

#### Other Reviews

- a. Engineering Review: Additional comments to be addressed with Final Site Plan. Engineering recommends approval.
- b. Landscape Review: Landscape review has identified waivers that may be required. Refer to review letter for more comments. Landscape recommends approval.
- c. Wetlands Review: A City of Novi Wetland Minor Permit and Buffer Authorization are required for the proposed impacts to wetlands and regulated wetland setbacks. Additional comments to be addressed with Final Site Plan. Wetlands recommend approval.
- d. Woodlands Review: The proposed project limits do not contain regulated trees. Woodland review is not required this site plan.
- e. Traffic Review: Additional information to be provided with Final site plan submittal. Traffic recommends approval.
- f. Traffic Study Review: None required.
- g. Facade Review: A section 9 waiver would be required. Façade recommends approval.
- h. Fire Review: Additional comments to be addressed with Final Site Plan. Fire recommends approval.

#### NEXT STEP: Planning Commission Meeting

This Site Plan is scheduled to go before Planning Commission for **public hearing** on April 19, 2017. Please provide the following **no later than 9:00am, April 12, 2017** if you wish to keep the schedule.

1. Original Site plan submittal in PDF format. **NO CHANGES MADE. Provided with the initial submittal.**
2. A response letter addressing ALL the comments from ALL the review letters.
3. A color rendering of the Site Plan, if any. **OPTIONAL.**
4. A sample board of building materials if requested by our Façade Consultant. (Required for projects with Section 9 waiver request).

#### Final Site Plan Submittal

After receiving the Preliminary Site Plan approval, please submit the following for Final site plan review and approval

1. Seven copies of Final Site Plan addressing all comments from Preliminary review
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected.**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. Engineering Estimate
6. Landscape Estimate
7. [Other Agency Checklist](#)
8. [Hazardous Materials Packet](#) (Non-residential developments)
9. [Non-Domestic User Survey](#) (Non-residential developments)
10. [No Revision Façade Affidavit](#) (if no changes are proposed for Façade)

11. Legal Documents (If required per the attached Planning and Engineering Legal Transmittals)

**Electronic Stamping Set Submittal and Response Letter**

After receiving Final Site Plan approval, please submit the following for Electronic stamping set approval:

1. Plans addressing the comments in all of the staff and consultant review letters in PDF format.
2. Response letter addressing all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

**Stamping Set Approval**

Stamping sets are still required for this project. After having received all of the review letters from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals**, to the Community Development Department for final Stamping Set approval. Plans addressing the comments in all of the staff and consultant review letters should be submitted electronically for informal review and approval prior to printing Stamping Sets.

**Site Addressing**

**A new address is required for this project.** 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 by clicking on this [link](#). Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

**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.

**Parcel Split/Combination:**

At this time, no property split has been submitted to the Assessing Department. The applicant must create this parcel prior to Stamping Set approval and/or applying for new site address. Plans will not be stamped until the parcel is created.

**Pre-Construction Meeting**

**A Pre-Construction meeting is required for this project.** Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. 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 [248.347.0430 or [smarchioni@cityofnovi.org](mailto:smarchioni@cityofnovi.org)] for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

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







## PLANNING REVIEW CHART: RA-One Family Residential & Special Land Use

**Review Date:** March 17, 2017  
**Review Type:** Preliminary Site Plan  
**Project Name:** JSP17-13 GRIFFIN FUNERAL HOME  
**Plan Date:** March 10, 2017  
**Prepared by:** Sri Komaragiri, Planner  
**Contact:** E-mail: skomaragiri@cityofnovi.org; Phone: (248) 735-5607

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

Item	Required Code	Proposed	Meets Code	Comments
<b>Zoning and Use Requirements</b>				
<b>Master Plan</b> <i>(adopted August 25, 2010)</i>	Single Family	Funeral Home	Yes	
<b>Area Study</b>	The site does not fall under any special category	NA	Yes	
<b>Zoning</b> <i>(Effective December 25, 2013)</i>	Residential Acreage (RA) Article 3	RA	Yes	
<b>Uses Permitted</b> (Sec 3.1.1.B & C)	Sec 3.1.1.B Principal Uses Permitted. Sec 3.1.1.C Special Land Uses	Mortuary Establishments	Yes	<b><u>Special Land Use approval required</u></b>
<b>Use Standards: Mortuary Establishments Sec 4.17</b>				
<b>Adequate Assembly Area</b> <i>(Sec 4.17.1.A)</i>	Area for off-street vehicles to be used in funeral processions, in addition to required off-street parking	12 spaces indicated in the front yard	Yes	<b><u>Planning Commission to determine if 12 spaces is adequate.</u></b>
<b>Caretakers Residence</b> <i>(Sec 4.17.1.B)</i>	Residence may be within the main building or the establishment	None proposed	NA	
<b>Site Location</b> <i>(Sec 4.17.2.A)</i>	Located on Major Thoroughfare	Located on Eleven Mile and Beck Road	Yes	
<b>Planning Commission Consideration</b> <i>(Sec 4.10.5)</i>	When reviewing such uses, the Planning Commission shall take into consideration the provisions of Section 7.12 of this Ordinance.	The applicant is notified of Special Land Use requirements including public hearing	Yes	
<b>Noise Impact</b>	A noise impact	None provided	<b>No</b>	<b><u>Applicant is seeking a</u></b>

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>Item</b>	<b>Required Code</b>	<b>Proposed</b>	<b>Meets Code</b>	<b>Comments</b>
<b>Statement</b> (Sec 4.17.2.C)	statement is required subject to the standards of Section 5.14.10.B			<u>waiver from Planning Commission for noise analysis.</u>
<b>Height, bulk, density and area limitations (Sec 3.1.1.E)</b>				
<b>Maximum % of Lot Area Covered</b> (By All Buildings)	25%	7.1 %	Yes	
<b>Building Height</b> (Sec. 3.1.1.E)	35 feet or 2 ½ stories	21 ft. 6 inches	Yes	
<b>Building Setbacks (Sec 3.1.1.E)</b>				
Front @ Beck Road (Sec. 3.6.2.B)	75 ft.	75 ft.	Yes	
Exterior Side @ Eleven Mile (3.6.2.C)	75 ft. <i>(This applies to only to the 135 ft. frontage along 11 Mile Road)</i>		Yes	
Side (south & part North)	20 ft. one side, 50 ft. two sides		Yes?	
Rear (wes)	50ft.		Yes?	
<b>Parking Setback (Sec 3.1.1.E)Refer to applicable notes in Sec 3.6.2</b>				
Front @ Beck Road (Sec. 3.6.2.B)	75 ft.		Yes	
Exterior Side @ Eleven Mile (3.6.2.C)	75 ft. <i>(This applies to only to the 135 ft. frontage along 11 Mile Road)</i>		Yes	
Side (south & part North)	20 ft.		Yes	
Rear	20 ft.		Yes	
<b>Note To District Standards (Sec 3.6.2)</b>				
Area Requirements (Sec 3.6.2.A)	NA	Non-residential use	NA	
Parking Setbacks (Sec 3.6.2.B)	Refer to Sec 3.6.2 for more details	Minimum required setbacks are modified accordingly	Yes	
Building Setbacks (Sec 3.6.2.C)	Refer to Sec 3.6.2 for more details	Minimum required setbacks are modified accordingly	Yes	
Wetland/Watercourse Setback (Sec 3.6.2.M)	Refer to Sec 3.6.2 for more details	Wetland setbacks are shown	Yes	
<b>Parking, Loading and Dumpster Requirements</b>				

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>Item</b>	<b>Required Code</b>	<b>Proposed</b>	<b>Meets Code</b>	<b>Comments</b>
<b>Number of Parking Spaces</b> Mortuary establishments (Sec. 5.2.12.C)	One (1) for each fifty (50) square feet of usable floor area  For 6,030 SF of usable floor area, total required: 121 Spaces  Usable floor area excludes lobby area	Regular parking: 98 Landbank Parking: 23 Total: 121  The applicant provided the usable floor area calculations and a letter requesting modification of the counts.	Yes	<b>Staff agrees with the justification. Please revise the parking counts and usable floor area plan accordingly in the next submittal</b>
<b>Landbank Parking</b> (Sec.5. 2.14)  Land banking may be permitted on the request of the applicant if an applicant can demonstrate that the number of parking spaces required under this Section are in excess of the actual requirements for the functional use of the building, for up to twenty five (25) percent of the required number of parking spaces on the site, subject to the following conditions:	Maximum number of Landbank spaces: 25% of required parking <b>25 % *121 = 30 spaces</b>	Proposed land banking = 23 spaces	Yes	<i>The narrative explains the reasons for landbank clearly. Proposed parking spaces would be adequate based on the counts provided per the existing funeral homes</i>
	Minimum number of spaces required prior to request for land banking: 45 spaces	Minimum required spaces: 126 Spaces	Yes	
	Alternative layout plan showing land bank parking	An alternate plan is overlaid onto existing plan	Yes	
	All areas designated for land banking shall be landscaped open space and may not be used for any other purposes	Proposed landbank area is open lawn	Yes	
	Planning Commission grants the request based on certain conditions	To be determined	Yes?	<b>Refer to Section 5.2.14 for the conditions</b>
	The owner of the property shall report any proposed change in use or occupancy for further evaluation	To be determined	Yes?	<b>Add a note to the site plan</b>
	Land bank spaces may be installed prior to change in use or occupancy, if determined	To be determined	Yes	<i>Note provided, but spelling error.</i>
<b>Parking Space Dimensions and Maneuvering Lanes</b> (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4"	- 90° Parking: - 9 ft. x 17 ft. with 7ft. sidewalk - 9 ft. x 19 ft. - 24 ft., driveway	Yes	

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
	curb at these locations and along landscaping			
<b>Parking stall located adjacent to a parking lot entrance</b> (public or private) <i>(Sec. 5.3.13)</i>	Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	NA	Yes	
<b>End Islands</b> <i>(Sec. 5.3.12)</i>	<ul style="list-style-type: none"> <li>- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles.</li> <li>- The end islands shall generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance</li> </ul>	End Islands are proposed	Yes	<b>Refer to Traffic review</b>
<b>Barrier Free Spaces</b> <i>Barrier Free Code</i>	For 101 to 150 = 5 spaces including 1 van accessible space	2 van accessible and 3 regular	Yes	
<b>Barrier Free Space Dimensions</b> <i>Barrier Free Code</i>	<ul style="list-style-type: none"> <li>- 8' wide with an 8' wide access aisle for van accessible spaces</li> <li>- 5' wide with a 5' wide access aisle for regular accessible spaces</li> </ul>	Two types of accessible spaces are provided	Yes	
<b>Barrier Free Signs</b> <i>Barrier Free Code</i>	One sign for each accessible parking space.	One sign is proposed for each space	Yes	
<b>Minimum number of Bicycle Parking</b> <i>Sec. 5.16.1</i>	Two spaces	Two spaces	Yes	
<b>Bicycle Parking General requirements</b> <i>Sec. 5.16</i>	<ul style="list-style-type: none"> <li>- No farther than 120 ft. from the entrance being served</li> <li>- When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations</li> </ul>	Yes  NA	Yes	

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>Item</b>	<b>Required Code</b>	<b>Proposed</b>	<b>Meets Code</b>	<b>Comments</b>
	<ul style="list-style-type: none"> <li>- Spaces to be paved and the bike rack shall be inverted "U" design</li> <li>- Shall be accessible via 6 ft. paved sidewalk</li> </ul>	<p>Yes</p> <p>Yes</p>		
<b>Bicycle Parking Lot layout</b> Sec 5.16.6	Parking space width: 6 ft. One tier width: 10 ft. Two tier width: 16 ft. Maneuvering lane width: 4 ft. Parking space depth: 2 ft. single, 2 ½ ft. double	Proposed	Yes	
<b>Loading Spaces</b> Sec. 5.4.1	Required on all premises where receipt or distribution of materials or merchandise occurs and shall be separate from parking areas	Loading Spaces are not proposed; Applicant provided note that proposed use does not require one.	NA	
<b>Dumpster</b> Sec. 4.19.2.F	<ul style="list-style-type: none"> <li>- Located in rear yard</li> <li>- Attached to the building or</li> <li>- No closer than 10 ft. from building if not attached</li> <li>- Not located in parking setback</li> <li>- If no setback, then it cannot be any closer than 10 ft, from property line.</li> <li>- Away from Barrier free Spaces</li> </ul>	Located in rear yard Away from building  Not in the setback  Away from barrier free	Yes	<b>Refer to Traffic comments with regards to conflicts with the parking spaces</b>
<b>Dumpster Enclosure</b> Sec. 21-145. (c)	<ul style="list-style-type: none"> <li>- Screened from public view</li> <li>- A wall or fence 1 ft. higher than height of refuse bin</li> <li>- And no less than 5 ft. on three sides</li> <li>- Posts or bumpers to protect the screening</li> <li>- Hard surface pad.</li> <li>- Screening Materials: Masonry, wood or evergreen shrubbery</li> </ul>	Screened  8.25 ft. proposed  Proposed to be 8.25 ft.  Bollards proposed  Concrete slab Screening is wire fabric with vinyl slats	No	<b>Gates are not made of an approved material.</b>
<b>Lighting and Other Equipment Requirements</b>				
<b>Exterior lighting</b> Sec. 5.7	Photometric plan and exterior lighting details needed at time of Final	A lighting plan is not provided at this time	No	



COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>Item</b>	<b>Required Code</b>	<b>Proposed</b>	<b>Meets Code</b>	<b>Comments</b>
	Site Plan submittal			
<b>Roof top equipment and wall mounted utility equipment</b> Sec. 4.19.2.E.ii	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Roof top equipment is not proposed	NA	<b>Provide a note on the site plan that no rooftop equipment is proposed.</b>
<b>Roof top appurtenances screening</b>	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	Roof top equipment is not proposed	NA	
<b>Sidewalk Requirements</b>				
<b>Article XI. Off-Road Non-Motorized Facilities</b>	8 foot pathway is required along Eleven Mile and Beck Road	8 ft. sidewalk proposed along Beck Road; Payment into Sidewalk Escrow fund for 11 Mile	Yes	
<b>Pedestrian Connectivity</b>	Assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Sidewalks are proposed at all building exits and a connection to Beck Road is provided	Yes	
<b>Building Code and Other Legal Requirements</b>				
<b>Building Code</b>	Building exits must be connected to sidewalk system or parking lot.	All exist are connected to the parking lot	Yes	
<b>Design and Construction Standards Manual</b>	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Legal descriptions for all parcels are provided	Yes	

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>General layout and dimension of proposed physical improvements</b>	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	<b>Refer to all review letters for additional information requested</b>
<b>Economic Impact</b>	<ul style="list-style-type: none"> <li>- Total cost of the proposed building &amp; site improvements</li> <li>- Number of anticipated jobs created (during construction &amp; after building is occupied, if known)</li> </ul>	The family of L.J. Griffin Funeral Homes currently has four locations in Westland, Canton, Livonia, and Northville. As owner operators they are imbedded in their neighborhoods and are active members in the business communities and will continue this tradition with the proposed facility in Novi. The initial investment for building and site improvements will be many millions of dollars and will create dozens of jobs during construction. A handful of employees will be required to operate the funeral home on a daily basis as well as services for the upkeep and maintenance of the building and grounds.	Yes	
<b>Development/ Business Sign &amp; Street addressing</b>	<ul style="list-style-type: none"> <li>- Signage if proposed requires a permit.</li> <li>- The applicant should contact the Building Division for an address prior to applying for a building permit.</li> </ul>	<p>Ground sign proposed at Beck Road entrance</p> <p>Site address will not be issued without a Site plan permit</p>	Yes	<p><u><a href="#">For further information contact Jeannie Niland 248-347-0438.</a></u></p> <p><i>Apply for lot addressing prior to stamping set approval.</i></p>

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
<b>Item</b>	<b>Required Code</b>	<b>Proposed</b>	<b>Meets Code</b>	<b>Comments</b>
<b>Project and Street naming</b>	Some projects may need approval from the Street and Project Naming Committee.	This project does not need approval of the Project Name	NA	<u>For approval of project and street naming contact Richelle Leskun at 248-735-0579</u>
<b>Property Split</b>	All property splits and combination must be submitted to the Assessing Department for approval.	The site plan indicates one split; applicant has indicated they will split once they receive PSP approval	<b>No</b>	<u>Property split needs to be recorded prior to stamping set approval</u>
<b>Lighting and Photometric Plan (Sec. 5.7)</b>				
<b>Intent (Sec. 5.7.1)</b>	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	A lighting and photometric plan is not provided at this time		<u>One would be required at the time of final site plan that conforms to the requirements listed in this section</u>
<b>Lighting Plan (Sec. 5.7.A.i)</b>	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures			
<b>Building Lighting (Sec. 5.7.2.A.iii)</b>	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.			
<b>Lighting Plan (Sec.5.7.2.A.ii)</b>	Specifications for all proposed & existing lighting fixtures			
	Photometric data			
	Fixture height			
	Mounting & design			
	Glare control devices			
	Type & color rendition of lamps			
	Hours of operation			
	Photometric plan illustrating all light sources that impact the subject site, including spill-over information from neighboring properties			
<b>Maximum Height</b>	Height not to exceed			

COMMENTS	To be addressed with the next submittal	To be addressed with final site plan submittal	Requires Planning Commission and / or City Council Approval	Notes to be noted
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Item	Required Code	Proposed	Meets Code	Comments
(Sec. 5.7.3.A)	maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses			
<b>Standard Notes</b> (Sec. 5.7.3.B)	<ul style="list-style-type: none"> <li>- Electrical service to light fixtures shall be placed underground</li> <li>- Flashing light shall not be permitted</li> <li>- Only necessary lighting for security purposes &amp; limited operations shall be permitted after a site's hours of operation</li> </ul>			
<b>Security Lighting</b> (Sec. 5.7.3.H)  Lighting for security purposes shall be directed only onto the area to be secured.	<ul style="list-style-type: none"> <li>- All fixtures shall be located, shielded, and aimed at the areas to be secured.</li> <li>- Fixtures mounted on the building and designed to illuminate the facade are preferred</li> </ul>			
<b>Average Light Levels</b> (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1			
<b>Type of Lamps</b> (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium lamps			
<b>Min. Illumination</b> (Sec. 5.7.3.k)	Parking areas: 0.2 min			
	Loading & unloading areas: 0.4 min			
	Walkways: 0.2 min			
	Building entrances, frequent use: 1.0 min			
	Building entrances, infrequent use: 0.2 min			
<b>Max. Illumination adjacent to Non-Residential</b> (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle			

<b>COMMENTS</b>	<b>To be addressed with the next submittal</b>	<u>To be addressed with final site plan submittal</u>	<b><u>Requires Planning Commission and / or City Council Approval</u></b>	<i>Notes to be noted</i>
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Item	Required Code	Proposed	Meets Code	Comments
<b>Cut off Angles</b> (Sec. 5.7.3.L)	When adjacent to residential districts - All cut off angles of fixtures must be 90° - maximum illumination at the property line shall not exceed 0.5 foot candle			

**NOTES:**

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi requirements or standards.
2. The section of the applicable ordinance or standard is indicated in parenthesis. Please refer to those sections in Article 3, 4 and 5 of the zoning ordinance for further details
3. Please include a written response to any points requiring clarification or for any corresponding site plan modifications to the City of Novi Planning Department with future submittals.



## ENGINEERING REVIEW



# PLAN REVIEW CENTER REPORT

03/31/2017

## Engineering Review

JSP17-0013

Griffin Funeral Home

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### Applicant

Novi Funeral Home

### Review Type

Preliminary Site Plan

### Property Characteristics

- Site Location: South of Eleven Mile Road, West of Beck Road
- Site Size: 3.93 acres
- Plan Date: 03/10/2017
- Design Engineer: Zeimet Wozniak & Associates

### Project Summary

- Construction of an approximately 12,176 square-foot funeral home building and associated parking. Site access would be provided by an existing driveway off of Beck Road.
- Water service would be provided by an 8-inch extension from the existing 16-inch water main on the east side of Beck Road.
- Sanitary sewer service would be provided from an existing sanitary sewer along the east side of Beck Road.
- Storm water would be collected by a single storm sewer collection system and detained in adjacent existing detention pond.

### 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 the design and construction standards as set forth in Chapter 11 of the City of Novi Codified Ordinance, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

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

General

1. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website ([www.cityofnovi.org/DesignManual](http://www.cityofnovi.org/DesignManual)).
2. The Non-Domestic User Survey form is required for this development. Submit this form to the City, and the City will forward the completed form to the Oakland County Water Resources Commissioner.

Water Main

3. Provide a tapping sleeve, valve and well at the connection to the existing water main.
4. The water main stub shall terminate with a hydrant followed by a valve in well. If the hydrant is not a requirement of the development for another reason the hydrant can be labeled as temporary allowing it to be relocated in the future.
5. Provide three (3) signed and sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction. The Streamlined Water Main Permit Checklist should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

6. Provide a sanitary sewer monitoring manhole, unique to this site, within a dedicated access easement. Provide a 20-foot wide access easement to the monitoring manhole from the right-of-way (rather than a public sanitary sewer easement).

Storm Sewer

7. Provide a site drainage area map and storm sewer sizing calculations.
8. Include information for how roof drainage will be handled on site.
9. Provide a four-foot deep sump and an oil/gas separator in the last storm structure prior to discharge off- site/to the storm water basin.

Storm Water Management Plan

10. Clarify the pond and lawn areas in the c factor calculations.

11. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).

#### Paving & Grading

12. Clearly label the existing, proposed and master planned right-of-way lines on each of the parcels. Where the sidewalk and driveway are proposed outside of proposed right-of-way, easements will be required.
13. The sidewalk in the Eleven Mile Road right-of-way is required. The ordinance allows for an administrative variance when there are no existing pathways within 300-feet of the property if the applicant provides payment to the City equal to the cost of the pathway (as approved by the City Engineer) for City use to construct pathways elsewhere in the City. Complete this variance request and submit a cost estimate for the portion of sidewalk that would be built per the requirement.

#### Soil Erosion and Sediment Control

14. A SESC permit is required. A full review has not been done at this time. The review checklist detailing all SESC requirements is attached to this letter. An informal review will be completed with the Final Site Plan if SESC plans are included in the submittal.

#### Off-Site Easements

15. Any off-site utility easements anticipated must be executed **prior to final approval of the plans**. Drafts of these documents are under review and must be approved by the Engineering Division and the City Attorney prior to executing the easements.

#### **The following must be provided at the time of Final Site Plan resubmittal:**

16. A letter from either the applicant or the applicant's engineer must be submitted with the Final Site Plan highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved.

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

17. 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).
18. Draft copies of any off-site easements, a recent title search, and legal escrow funds must be submitted to the Community Development Department for review and approved by the Engineering Division and the City Attorney prior to getting executed.

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

19. 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.
20. A draft copy of the 20-foot wide access easement for the sanitary sewer monitoring manhole to be constructed on the site must be submitted to the Community Development Department.
21. Executed copies of any required off-site easements must be submitted to the Community Development Department.

**The following must be addressed prior to construction:**

22. A pre-construction meeting is required prior to the commencement of any site work. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
23. 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. There is no fee for this permit.
24. 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.
25. A permit for work within the right-of-way of Beck Road must be obtained from the City of Novi. The application is available from the City Engineering Division and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Division at 248-347-0454 for further information.
26. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the Water and Sewer Senior Manager after the water main plans have been approved.
27. Construction Inspection Fees, to be determined once the construction cost estimate is submitted, must be paid prior to the pre-construction meeting.
28. A storm water performance guarantee, equal to 1.2 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.
29. 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.



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

Please contact Darcy Rechten at 248/735-5695 with any questions.

Darcy N. Rechten

cc: Theresa Bridges, Engineering  
George Melistas, Engineering  
Sri Komaragiri, Community Development  
Tina Glenn, Treasurers  
Kristen Pace, Treasurers  
Ben Croy, Water and Sewer

## LANDSCAPE REVIEW



# PLAN REVIEW CENTER REPORT

March 23, 2017

## Preliminary Site Plan - Landscaping

Griffin Funeral Home

### Review Type

Preliminary Landscape Review

### Property Characteristics

- Site Location: Southwest corner of Beck and 11 Mile Roads
- Site Acreage: 3.93 acres
- Site Zoning: R-A
- Adjacent Zoning: North: R-A and R-3; East, South and West: R-A
- Plan Date: 2/20/2015

### Ordinance Considerations

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

### Recommendation

This project is **recommended for approval**. Generally the site complies with the landscape ordinance and landscape design manual, **however the southern boundary line does not meet the code regarding the buffer between residential and non-residential properties**. The applicant has provided further information in letters indicating that is the owner's intention to sell the south parcel for a non-residential use, but if a residential use is put in there, that the buffer between the two parcels will be retrofitted to provide the required berm and screening. Given this, my concern about the lack of a screening berm is addressed satisfactorily.

### Ordinance Considerations

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

Provided

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

Provided. No conflicts are noted.

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

1. All trees in the vicinity of the project are shown as being removed or saved.
2. No trees protected under Section 37 are shown to be removed so no replacement trees are required.
3. **Please add tree protection fencing to Sheet C-2 for trees within 50 feet of the project that will be saved so they aren't damaged during construction.**

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

1. The property is adjacent to Residential on the west and south sides. A 4.5 to 6 foot tall

berm is required between the proposed use and the residentially zoned property to the west and south.

2. A berm is provided along the west side that is about 3.5 tall as compared with the property to the west, and about 2.5 to 4 feet tall as compared with the proposed pavement elevation. It is landscaped with a row of large evergreens and intermittent groupings of large flowering shrubs.
3. As currently configured, this landscaped berm does not appear to meet the requirements of the ordinance, for height or for density of landscaping, especially with regard to the proposed White Pine groupings. While White Pine is a beautiful tree, as a young tree and as it matures, mature trees do not provide the required screening opacity. **Particularly on the southern end of the berm where the proposed berm is at least 2 feet shorter than the ordinance requires, the landscaping should be modified to provide a denser opacity.**
4. **At a minimum, please select a different evergreen species from White Pine for the buffer plantings.**
5. The berm on the south side of the project also does not meet the height requirement of the ordinance for a berm between non-residential and residential zoning, and no screening vegetation is proposed. In addition, the berm that is provided does not extend the entire length of the property line. Currently the use and zoning are residential. **As noted above, the applicant has provided further documentation that their intent is to sell the southern parcel for a non-residential use, in which case no berm or screening landscaping is required. Should the use end up being residential, the applicant has promised to retrofit the site to provide the required buffer and screening.**
6. **A landscape waiver is required for providing a berm shorter than the 4.5 to 6 feet that is required by the ordinance. Given the above discussion, this applies to the entire western berm but not the southern berm.**

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

1. A 3 foot tall undulating berm is required along the frontages of Beck and Eleven Mile Roads. The required berm is provided between the building/parking and Beck Road, but not along the northern portion of the lot, or along Eleven Mile Road. As these frontages actually face a large lawn and landscaping which is backed up by the existing pond, this is acceptable, but **the applicant must request a landscape waiver for the deviation.** It will be supported by staff for the reasons given above.
2. Based on the frontage outside of the rights-of-way, the ordinance calls for a total of 15 canopy or large evergreen trees and 26 sub-canopy trees. These are all provided.

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

1. Based on the frontages, a total of 15 street trees are required (1 per 35lf). 10 trees are provided.
2. **A landscape waiver for 3 trees based on the required corner clear zones can be supported by staff, but 2 additional trees need to be provided.**

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

1. Based on the vehicular use areas, 3,368 sf of islands and 45 interior parking lot trees are required. 3,622 sf of islands and 45 trees are provided.
2. Three islands have areas of 149 sf or less. While some flexibility with islands that are adjacent to open space is allowed to achieve the minimum 300sf per island, these areas are still too small. **Please increase their area within the curbs to at least 200sf.**
3. A 195 sf area adjacent to the land-banked spaces just north of the building is counted as a landscape space, but no tree is proposed for it. In order to count toward the total, an island has to have a tree planted in it. **Please either propose a canopy tree for that space, or increase other areas to fulfill the requirement.**

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

Based on the 789 lf of outer perimeter, 23 canopy trees are required and are provided.

Loading Zone screening (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)

The loading area is sufficiently screened with large evergreen shrubs.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. Based on the building's 477 lf perimeter, 3,816 sf of foundation landscape area is required. 4,002 sf are provided.
2. 60% of the building frontage facing public roads must be landscaped. Approximately 85% of the building frontage is landscaped.

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

**In keeping with the stated goal of the landscape ordinance, please provide more native species as part of the building foundation landscaping.**

Planting Notations and Details (LDM)

Planting details are provided as required.

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

1. Approximately 52% of the property's pond edge is landscaped with large native shrubs.
2. **Please provide additional shrubs to fulfill the requirement of 70-75% coverage.**

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

An irrigation plan for landscaped areas is required for Final Site Plan.

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

1. Provided.
2. The land-banked spaces may require retaining walls for their construction, especially those facing the pond. Please provide the grading that would be required for the land-banked spaces' construction on a separate grading plan, as well as an indication of any retaining walls that would be required.

Snow Deposit (LDM.2.q.)

Snow deposit areas are indicated.

Corner Clearance (Zoning Sec 5.9)

Corner clearance areas are shown and no trees are planted within them.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or meader [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org).



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Rick Meader – Landscape Architect

## LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY SITE PLAN

**Review Date:** March 22, 2017  
**Project Name:** GRIFFIN FUNERAL HOME  
**Plan Date:** March 10, 2017  
**Prepared by:** Rick Meader, Landscape Architect E-mail: [rmeader@cityofnovi.org](mailto:rmeader@cityofnovi.org)  
 Phone: (248) 735-5621

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

Item	Required	Proposed	Meets Code	Comments
<b>Landscape Plan Requirements (LDM (2))</b>				
<b>Landscape Plan</b> (Zoning Sec 5.5.2, LDM 2.e.)	§ New commercial or residential developments § Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. § 1"=20' minimum with proper North. Variations from this scale can be approved by LA § Consistent with plans throughout set	Yes	Yes	Scale of 1"=30'
<b>Project Information</b> (LDM 2.d.)	Name and Address	Yes	Yes	
<b>Owner/Developer Contact Information</b> (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes	Yes	
<b>Landscape Architect contact information</b> (LDM 2.b.)	Name, Address and telephone number of RLA/LLA	Yes	Yes	
<b>Sealed by LA.</b> (LDM 2.g.)	Requires original signature	Yes	Yes	<u>Required for Final Site Plan</u>
<b>Miss Dig Note</b> (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	
<b>Zoning</b> (LDM 2.f.)	Include all adjacent zoning	R-A with PSLR	Yes	<b>Site: R-A with PSLR</b> <b>N: R-A&amp;R-3 E,S&amp;W: R-A</b>
<b>Survey information</b> (LDM 2.c.)	§ Legal description or boundary line survey § Existing topography	Yes	Yes	Boundaries and descriptions on C-1
<b>Existing plant material</b> <b>Existing woodlands or wetlands</b> (LDM 2.e.(2))	§ Show location type and size. Label to be saved or removed. § Plan shall state if none exists.	Yes	Yes	All trees and trees to be removed are clearly shown on C-1 and C-2



Item	Required	Proposed	Meets Code	Comments
<b>Soil types</b> (LDM.2.r.)	§ As determined by Soils survey of Oakland county § Show types, boundaries	Yes	Yes	On C-1
<b>Existing and proposed improvements</b> (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	On C-3
<b>Existing and proposed utilities</b> (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	Yes	Yes	Utilities are shown on Landscape Plan.
<b>Proposed grading. 2' contour minimum</b> (LDM 2.e.(1))	Provide proposed contours at 2' interval	Yes	Yes	1. On C-4 2. <b>Please show the proposed grading for the land banked spaces, should they be built.</b>
<b>Snow deposit</b> (LDM.2.q.)	Show snow deposit areas on plan	Yes	Yes	
<b>LANDSCAPING REQUIREMENTS</b>				
<b>Parking Area Landscape Requirements LDM 1.c. &amp; Calculations (LDM 2.o.)</b>				
<b>General requirements</b> (LDM 1.c)	§ Clear sight distance within parking islands § No evergreen trees	Yes	Yes	
<b>Name, type and number of ground cover</b> (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	Seed
<b>General (Zoning Sec 5.5.3.C.ii)</b>				
<b>Parking lot Islands</b> (a, b. i)	§ A minimum of 300 SF to qualify § 6" curbs § Islands minimum width 10' BOC to BOC	Yes/No	Yes/No	1. It appears that most of the proposed islands provide sufficient landscape area. 2. <b>Please expand the area of the islands that provide 149sf or less to at least 200sf. Even with overflow allowed, they do not provide sufficient space.</b>
<b>Curbs and Parking stall reduction</b> (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of min. 7 ft.	Yes	Yes	On C-3
<b>Contiguous space limit</b> (j)	Maximum of 15 contiguous spaces	Yes	Yes	Maximum bay is 14 spaces long

Item	Required	Proposed	Meets Code	Comments
<b>Plantings around Fire Hydrant (d)</b>	No plantings with mature height greater than 12' within 10 ft. of fire hydrants	Yes	Yes	Hydrants are shown, and all trees are spaced sufficiently from them.
<b>Landscaped area (g)</b>	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
<b>Clear Zones (LDM 2.3.(5))</b>	25 ft corner clearance required. Refer to Zoning Section 5.9	Yes	Yes	Clear zones are provided per 5.9 and trees are not planted within them.
<b>Category 1: 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 (Zoning Sec 5.5.3.C.iii)</b>				
A = Total square footage of parking spaces not including access aisles x 10%	$A = 16316 \times 10\% = 1632 \text{ sf}$	Yes	Yes	
B = Total square footage of additional paved vehicular use areas (not including A) under 50,000 SF) x 5%	$B = 34711 \times 5\% = 1736 \text{ sf}$	Yes	Yes	
C = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	$C = x \times 1\% = \text{sf}$	NA		
<b>Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)</b>				
A. = Total square footage of parking spaces not including access aisles x 7%	$A = 7\% \times \text{xx sf} = \text{xx sf}$	NA		
B = Total square footage of additional Paved vehicular use areas (not including A) under 50,000 SF) x 2%	$B = 2\% \times \text{xx sf} = \text{xx sf}$	NA		
C = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 0.5%	$C = 0.5\% \times 0 \text{ sf} = 0 \text{ SF}$	NA		
<b>All Categories</b>				
D = A+B or A+C Total square footage	$1632 + 1736 = 3368 \text{ SF}$	3622 sf	No	<b>1. As mentioned above, the three</b>

Item	Required	Proposed	Meets Code	Comments
of landscaped islands				<p>islands with SF of 149sf or less are too small to count as legitimate islands.</p> <p>2. Please increase those islands' area to at least 200sf so they can count toward the total.</p> <p>3. The 195sf area adjacent to the front land banked spaces cannot count toward the total if no trees are planted in it.</p>
E = D/75 Number of canopy trees required	3368/75 = 45 Trees	45 trees	Yes	
<b>Perimeter Green space</b>	§ 1 Canopy tree per 35 lf; § 789/35 = 23 trees	23 trees	Yes	
<b>Parking land banked</b>	NA	23 spaces	TBD	<p>1. The interior and perimeter calculations should include the land banked spaces.</p> <p>2. If they have been, please indicate that with a notation by the calculations. If they have not, please revised them to include the land banked spaces.</p>
<b>Berms, Walls and ROW Planting Requirements</b>				
<b>Berms</b>				
§ All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours § Berm should be located on lot line except in conflict with utilities. § Berms should be constructed with 6" of top soil.		No new berms proposed		
<b>Residential Adjacent to Non-residential (Sec 5.5.3.A) &amp; (LDM 1.a)</b>				
<b>Berm requirements (Zoning Sec 5.5.A)</b>	Refer to Residential Adjacent to Non-residential berm requirements chart	Berms along portions of west and south property lines	TBD	<p>1. 4.5-6 foot tall landscaped berms are required along west and south property lines.</p> <p>2. Berm provided along west property line is</p>

Item	Required	Proposed	Meets Code	Comments
				<p>approximately 3.5' higher than the property to the west, and 2.5-4' higher than the adjacent parking.</p> <p>3. <b>Additional, denser screening needs to be provided on the berm, particularly on the southern end of the berm where the berm is shortest. While White Pines provide good screening when they're young, as they get older they lose their screening density.</b></p> <p>4. <b>The berm provided along south property line is not sufficiently long or tall. If the parcel is to remain as a residential use, a full berm with dense landscaping in addition to the perimeter trees will need to be provided.</b></p>
<p><b>Planting requirements</b>  <i>(LDM 1.a.)</i></p>	<p>LDM Novi Street Tree List</p>	<p>NA</p>		<p>1. <b>Please add additional screening shrubs and use a different evergreen tree than White Pine on the western berm as the proposed combination will not provide a consistent, 80-90% opacity.</b></p> <p>2. <b>As noted above, if the southern parcel is to remain residential, the berm will need to be densely landscaped to provide 80-90% opacity.</b></p>
<p><b>Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)</b></p>				



Item	Required	Proposed	Meets Code	Comments
<b>Berm requirements</b> (Zoning Sec 5.5.3.A.(5))	Berm must be 3 feet tall with a 4 foot wide crest, max 33% slope.	3-4 foot tall berm is proposed along most of Beck Road frontage, none fronting 10 Mile Road.	Yes	<ol style="list-style-type: none"> <li>The berm along Beck does not extend all the way to the north, but as that section is just lawn and other landscaping, backed up by the pond, this is acceptable. The 11 Mile frontage also is backed by a long stretch of berms and landscaping so the lack of a berm is acceptable.</li> <li><b>A landscape waiver for the lack of berms in these areas will require a landscape waiver, but it will be supported by staff for the above reasons.</b></li> </ol>
<b>Cross-Section of Berms (LDM 2.j)</b>				
Slope, height and width	§ Label contour lines § Maximum 33% slope § Constructed of loam § 6" top layer of topsoil	No	No	<b>Please add details for the berms along Beck Road and the west property lines.</b>
Type of Ground Cover		Lawn - seed	Yes	
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	None		No overhead utility lines are shown along the road frontages.
<b>Walls (LDM 2.k &amp; Zoning Sec 5.5.3.vi)</b>				
<b>Material, height and type of construction footing</b>	Freestanding walls should have brick or stone exterior with masonry or concrete interior	None		<ol style="list-style-type: none"> <li>No walls are proposed.</li> <li>It appears that a retaining wall would be required to build the land banked spaces along the north side of the parking lot.</li> <li><b>Please show the grading and proposed retaining wall for those spaces, and any other walls that may be required</b></li> </ol>

Item	Required	Proposed	Meets Code	Comments
				for land banked spaces. These should be part of the grading plan, not the landscape plan.
<b>Walls greater than 3 ½ ft. should be designed and sealed by an Engineer</b>		NA		
<b>ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)</b>				
<b>Greenbelt width (2)(3) (5)</b>	50 feet	77 feet	Yes	
Min. berm crest width	4 feet	Min 4 feet	Yes	
Minimum berm height (9)	4 feet	3 feet	Yes	
3' wall	§ (4)(7)	None		
<b>Canopy deciduous or large evergreen trees</b> Notes (1) (10)	§ 1 tree per 35 lf frontage § Beck Road: o 434/35 = 13 trees § 11 Mile Road: o 76/35 = 2 trees	15 trees	Yes	
<b>Sub-canopy deciduous trees</b> Notes (2)(10)	• 1 tree per 35 lf frontage • Beck Road: o 434/20 = 22 trees • 11 Mile Road: o 76/20 = 4 trees	26 trees	Yes	
<b>Canopy deciduous trees in area between sidewalk and curb (Novi Street Tree List)</b>	§ 1 tree per 35 lf frontage § Beck Road: o 385/35 = 11 trees § 11 Mile Road: o 51/35 = 1 tree	10 trees	No	1. 1 street tree per 35 lf is required, not 1 per 45 lf. 2. <b>Please correct the calculation and provide 2 additional street trees.</b> 3. <b>Landscape waiver will be required to subtract sight triangles, but will be supported.</b>
<b>Non-Residential Zoning Sec 5.5.3.E.iii &amp; LDM 1.d (2)</b>				
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
<b>Interior Street to Industrial subdivision (LDM 1.d.(2))</b>	§ 1 canopy deciduous or 1 large evergreen per 35 lf along ROW § No evergreen trees closer than 20 ft. § 3 sub canopy trees per 40 lf of total linear frontage	NA		

Item	Required	Proposed	Meets Code	Comments
	§ Plant massing for 25% of ROW			
<b>Screening of outdoor storage, loading/unloading</b> (Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)		Tall evergreen shrubs screen the loading areas.	Yes	
<b>Transformers/Utility boxes</b> (LDM 1.e from 1 through 5)	§ A minimum of 2ft. separation between box and the plants § Ground cover below 4" is allowed up to pad. § No plant materials within 8 ft. from the doors	No utility boxes shown		1. Provide proper screening for any transformers. 2. Include city standard detail with other landscape details.
<b>Building Foundation Landscape Requirements (Sec 5.5.3.D)</b>				
<b>Interior site landscaping SF</b>	§ Equals to entire perimeter of the building x 8 with a minimum width of 4 ft. § 477 lf x 8ft = 3816 SF	4002 sf	Yes	Please substitute in some species native to Michigan (in addition to the Ninebark and Fragrant Sumac)
Zoning Sec 5.5.3.D.ii. All items from (b) to (e)	§ If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	85% of frontage facing Beck and 11 Mile Roads is landscaped.	Yes	
<b>Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)</b>				
<b>Planting requirements</b> (Sec. 5.5.3.E.iv)	§ Clusters shall cover 70-75% of the basin rim area § 10" to 14" tall grass along sides of basin § Refer to wetland for basin mix	220 lf of 420 lf frontage (52%) is landscaped with shrubs).	No	Please increase coverage to 70-75%.
<b>LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS</b>				
<b>Landscape Notes – Utilize City of Novi Standard Notes</b>				
<b>Installation date</b> (LDM 2.i. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> <li>Provide intended dates</li> <li>Should be between March 15 and November 15.</li> </ul>	Between March 15 and November 15.	Yes	
<b>Maintenance &amp; Statement of intent</b> (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> <li>Include statement of intent to install and guarantee all materials for 2 years.</li> <li>Include a minimum one cultivation in</li> </ul>	Yes/No	Yes/No	Please add the cultivation note.

Item	Required	Proposed	Meets Code	Comments
	June, July and August for the 2-year warranty period.			
<b>Plant source</b> (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	No	No	<b>Please add to notes.</b>
<b>Irrigation plan</b> (LDM 2.s.)	A fully automatic irrigation system and a method of draining is required with Final Site Plan	No		<u>Need for final site plan</u>
<b>Other information</b> (LDM 2.u)	Required by Planning Commission	NA		
<b>Establishment period</b> (Zoning Sec 5.5.6.B)	<b>2 yr. Guarantee</b>	Yes	Yes	
<b>Approval of substitutions.</b> (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
<b>Plant List (LDM 2.h.) - Include all cost estimates</b>				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	No		<u>Please add on Final Site Plans.</u>
<b>Planting Details/Info (LDM 2.i) - Utilize City of Novi Standard Details</b>				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	<b>Please add a callout to tree detail that root ball dirt shall be removed to expose the root flare.</b>
Evergreen Tree		Yes	Yes	<b>Please add a callout to tree detail that root ball dirt shall be removed to expose the root flare.</b>
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric guys)		Yes	Yes	
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	No trees are being preserved on the site, but some off-site trees will need to be protected.	No	<b>Show tree protection fence lines for all trees within 50 feet of work to be saved on demolition plan.</b>



Item	Required	Proposed	Meets Code	Comments
<b>Other Plant Material Requirements (LDM 3)</b>				
<b>General Conditions</b> (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	<b>Please add note on plan view near property line to aid installers.</b>
<b>Plant Materials &amp; Existing Plant Material</b> (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	Yes	Yes	Sheet C-2
<b>Landscape tree credit</b> (LDM3.b.(d))	Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM	No	No	
<b>Plant Sizes for ROW, Woodland replacement and others</b> (LDM 3.c)	Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. Refer to section for more details	Yes	Yes	<b>Include on Plant list</b>
<b>Plant size credit</b> (LDM3.c.(2))	NA	No	No	
<b>Prohibited Plants</b> (LDM 3.d)	No plants on City Invasive Species List	No	TBD	
<b>Recommended trees for planting under overhead utilities</b> (LDM 3.e)	Label the distance from the overhead utilities	NA		
<b>Collected or Transplanted trees</b> (LDM 3.f)		No		
<b>Nonliving Durable Material: Mulch</b> (LDM 4)	§ Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" depth § Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. § Refer to section for additional information	Yes	Yes	

**NOTES:**

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

WETLANDS REVIEW



March 29, 2017  
ECT No. 170223-0100

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

Re: Griffin Funeral Home (JSP17-0013)  
Wetland Review of the Preliminary Site Plan (PSP17-0032)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan (Plan) for the proposed Griffin Funeral Home project prepared by Zeimet Wozniak & Associates dated March 10, 2017 (Plan). The Plan was reviewed for conformance with the City of Novi Wetland and Watercourse Protection Ordinance and the natural features setback provisions in the Zoning Ordinance. ECT also visited the site on March 22, 2017 in order to verify wetland boundaries.

**ECT currently recommends approval of the Preliminary Site Plan for Wetlands. ECT recommends that the Applicant address the items noted in the *Wetland/Watercourse Comments* section of this letter prior to approval of the Final Site Plan.**

The following wetland related items are required for this project:

Item	Required/Not Required/Not Applicable
Wetland Permit (specify Non-Minor or Minor)	Required (Minor)
Wetland Mitigation	Not required
Wetland Buffer Authorization	Required
MDEQ Permit	To be determined. It is the applicant's responsibility to contact the MDEQ in order to determine the need for a wetland use permit.
Wetland Conservation Easement	Not Required

The proposed development is located south of W. Eleven Mile Road and west of N. Beck Road in Section 20. The project includes the construction of a funeral home (~12,000 square feet), associated parking and utilities. Site stormwater will be managed within the existing pond/watercourse located on the northwest side of the site adjacent to W. Eleven Mile Road. A new outlet control structure has been proposed and would be installed in the northwest corner of the existing pond in order to regulate the outflow of the site stormwater. The existing 18" storm sewer and end section located within the 25-foot watercourse setback is proposed to be removed and replaced. ECT suggests that the City of Novi Engineering Department review this plan in order to verify that the site's stormwater will be adequately managed and meet the City's stormwater storage requirements.

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The subject parcel currently contains a single family home, garage and barn. The majority of the site is maintained turf grass (i.e., lawn). The existing garage and barn will be removed/demolished as part of this project.

Based on our review of the Plan, Novi aerial photos, Novi GIS, the City of Novi Official Wetlands and Woodlands Maps (see Figure 1, attached) it appears as if this proposed project site contains City-regulated wetland/watercourse (i.e., pond located on north side of site).

### Onsite Wetland Evaluation

ECT has reviewed the City of Novi Official Wetland and Woodlands Map and completed an onsite wetland verification on March 22, 2016. As noted above, the site does contain area mapped as City regulated wetland/watercourse (Figure 1). The Plan notes that King & MacGregor Environmental, Inc. (KME) previously completed the on-site wetland delineation (dated April 9, 2014). The Plan notes that the wetland limits are coincidental to the water's edge of the existing pond. ECT agrees with the wetland/watercourse boundaries as indicated on the Plan. The proposed site development will involve one (1) small impact to regulated wetland/watercourse for the purpose of installing a new storm water outlet control structure. In addition the 25-foot wetland/watercourse buffer will be impacted for the installation of the proposed stormwater inlet and outlet from the pond/watercourse.

It is ECT's opinion that this water feature is a man-made pond that appears to have been created between 1963 and 1974 (based on historic aerial imagery available from Oakland County (<https://gis.oakgov.com/PropertyGateway/Home.mvc>)). Although the feature does have a buffer of existing trees on its northern side (adjacent to W. Eleven Mile Road), the majority of the pond's edge does not appear to have a significant vegetated wetland fringe (i.e., herbaceous plant growth along the perimeter of the pond). It should be noted that the existing pond appears to currently outlet through a culvert in the northwest portion of the pond to a drain located just north of W. Eleven Mile Road (i.e., tributary to the Novi Lyon Drain).

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

### Wetland/Watercourse Impact Review

Currently, the Plan indicates one (1) impact to the 25-foot wetland/watercourse buffer for the purpose of constructing the proposed stormwater outfall from the north side of the building and parking lot to the wetland/pond. The Plan proposes the following:

- 712 square feet (0.016-acre) of temporary buffer impact for the construction of the proposed storm water outfall to the pond. This temporary impact area is to be restored with a meadow seed mix and revegetation mat.

The Plan includes the installation of a stormwater outlet control structure in the northwest corner of the pond. The proposed impacts to the wetland/watercourse and 25-foot buffer do not appear to be indicated on the Plan. The applicant should graphically indicate and quantify all permanent and temporary impacts to the wetland/pond as well as the 25-foot setback.



### Permits and Regulatory Requirements

The purpose of the City of Novi Wetland and Watercourse Protection Ordinance is described in the City of Novi Code of Ordinances, Part II, Chapter 12, Article V.; Division 1. This section states that:

- (a) The wetlands and watercourses of the city are indispensable and fragile natural resources subject to floodwater capacity limitations, erosion, soil bearing capacity limitations and other hazards. In their natural state, wetlands and watercourses provide many public benefits, such as the maintenance of water quality through nutrient cycling and sediment trapping, and flood and stormwater runoff control through temporary water storage, slow release and groundwater recharge. In addition, wetlands provide open space, passive recreation, fish and wildlife habitat, including migratory waterfowl and rare, threatened or endangered animal and plant species. The continued destruction and loss of wetlands and watercourses constitutes a distinct and immediate danger to the public health, safety and general welfare.
- (b) Throughout the state, considerable acreage of these important natural resources has been lost or impaired by draining, dredging, filling, excavating, building, pollution and other acts inconsistent with the natural uses of such areas. Remaining wetlands and watercourses are in jeopardy of being despoiled or impaired. Consequently, it is the policy of the city to prevent a further net loss of those wetlands that are: (1) contiguous to a lake, pond, river or stream, as defined in Administrative Rule 281.921; (2) two (2) acres in size or greater; or (3) less than two (2) acres in size, but deemed essential to the preservation of the natural resources of the city under the criteria set forth in subsection 12-174(b).
- (c) Pursuant to Mich. Const. 1963, Art. IV, § 52, the conservation and development of natural resources of the state is a matter of paramount public concern in the interest of the health, safety and general welfare of the people. Pursuant to the Michigan Environmental Protection Act, MCL 324.1701, et seq., it is the responsibility of public and private entities to prevent the pollution, impairment or destruction of the air, water or other natural resources by their conduct. It is, therefore, the policy of the city to protect wetlands and watercourses while taking into account varying ecological, hydrologic, economic, recreational and aesthetic values. Activities which may damage wetlands and watercourses shall be located on upland sites outside of upland woodland areas, unless there are no less harmful, feasible and prudent alternatives to the proposed activity. When an activity will result in the impairment or destruction of a wetland, mitigation shall be required in accordance with section 12-173(e)1.b.
- (d) It is the purpose of this article to protect the public health, safety and welfare through the protection of wetlands and watercourses. To meet these purposes, this article establishes standards and procedures for the review of proposed activities in wetlands and watercourses, provides for the issuance of use permits for approved activities, requires coordination with other applicable ordinances, statutes and regulations and establishes penalties for the violation of this article.

Any proposed use of the on-site pond/watercourse (i.e., for stormwater storage and/or fill or excavation within the wetland/watercourse) will require a City of Novi *Wetland Use Permit* as well as an *Authorization to Encroach the 25-Foot Natural Features Setback* for any proposed impacts to the 25-foot wetland/watercourse buffers.

The Michigan Department of Environmental Quality (MDEQ) generally regulates wetlands that are within 500 feet of a waterbody, regulated stream or are part of wetland system greater than 5 acres in size. It is the applicant's

responsibility to contact MDEQ in order to confirm the regulatory authority with respect to the on-site wetland/watercourse areas.

**Wetland/Watercourse Comments**

Please consider the following comments when preparing subsequent site plan submittals:

1. The current Plan does not graphically indicate the areas of proposed impact to the wetland/watercourse and 25-foot setback in the area of proposed stormwater outlet control structure. Future site plan submittals should indicate, label and quantify (square feet or acres) all areas of proposed impacts to wetland/watercourse and/or 25-foot buffers on the Plan (both permanent and temporary impacts). This information should be indicated on the *Stormwater Outlet Analysis Plan* (Sheet C-7.1). These quantities are required prior to Final Site Plan approval and issuance of the City of Novi Wetland Use Permit and *Authorization to Encroach the 25-Foot Wetland/Watercourse Setback*.
2. In general, the following information shall be provided on future site plan submittals:
  - Acreages of all on-site wetland/watercourse/pond;
  - Indicate and label all 25-foot wetland/watercourse buffers as necessary on the Plan;
  - Indicate, label and quantify any proposed impacts to the pond/wetland and 25-foot wetland/watercourse buffers on the Plan. The area (square feet or acres) of all impacts to the wetland/watercourse and 25-foot buffers shall be indicated on the Plan. All impacts (both permanent and temporary shall be indicated on the Plan);
  - The volume (cubic feet or cubic yards) of all permanent wetland/watercourse impacts shall be indicated on the Plan.
3. As noted above, the Plan shall clearly indicate all areas of wetland/watercourse and 25-foot buffer that are proposed to be permanently and/or temporarily impacted during construction. The *Stormwater Outlet Analysis Plan* (Sheet 7.1) and *Grading Plan* (Sheet C-4) note that disturbed areas of 25-foot buffer will be restored with a Meadow Seed Mix and revegetation mat. The Plan does not appear to contain seed mix details for the Meadow Seed Mix. The *Landscape Details* sheet (Sheet LP-3) does include seed mix detail for a Stormwater Seed Mix (from JFNew). The applicant shall review and revise that Plan as necessary and provide a seed mix detail for the Meadow Seed Mix if this is being proposed.
4. It is the Applicant's responsibility to contact the Michigan Department of Environmental Quality (MDEQ) in order to determine if the proposed development would require a wetland use permit from the MDEQ. The on-site wetland could be regulated by MDEQ as it appears to be located within 500-feet of a pond, stream, drain or lake (i.e., tributary to the Novi Lyon Drain). Final determination of regulatory status should be made by the MDEQ. A permit from this agency may be required for any direct impacts, or potentially for storm water discharge from the developed site to the existing watercourse/pond. A City of Novi Wetland Permit cannot be issued prior to receiving this information.
5. The Plan appears to propose the discharge of untreated/unfiltered stormwater from the site to the existing pond/watercourse. ECT recommends that the City of Novi Engineering Department ensure that the necessary storm water quality (and quantity/storage) requirements are being met by this plan. It is unclear why the stormwater management plan does not include a sedimentation basin or other means of pre-

Griffin Funeral Home (JSP17-0013)  
Wetland Review of the Preliminary Site Plan (PSP17-0032)  
March 29, 2017  
Page 5 of 8

treating the site stormwater (i.e., removing silt/sediment, etc.) prior to entering the existing wetland/watercourse.

**Recommendation**

ECT currently recommends approval of the Preliminary Site Plan for Wetlands. ECT recommends that the Applicant address the items noted in the *Wetland/Watercourse Comments* section of this letter prior to approval of the Final Site Plan.

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

Sincerely,

**ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.**



Peter Hill, P.E.  
Senior Associate Engineer



Matthew Carmer  
Senior Scientist  
Professional Wetland Scientist #1746

cc: Sri Komaragiri, City of Novi Planner  
Richelle Leskun, City of Novi Planning Assistant  
Rick Meader, City of Novi Landscape Architect  
Kirsten Mellem, City of Novi Planner

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



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



*Site Photos*



**Photo 1.** Looking southeast at existing pond/on-site wetland located on north side of site (ECT, March 22, 2017).



**Photo 2.** Existing 18" storm sewer end section located at northwest side of the pond/wetland (ECT, March 22, 2017).





**Photo 3.** View east along W. Eleven Mile Road in area of existing 18" storm sewer and end section located at northwest side of the pond/wetland. Storm sewer curb inlets are indicated (ECT, March 22, 2017).



**Photo 4.** Stormwater outfall area north of W. Eleven Mile Road (ECT, March 22, 2017).

TRAFFIC REVIEW



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

**Project name:**  
JSP17-0013 Griffin Funeral Home Preliminary  
Traffic Review

**From:**  
AECOM

**Date:**  
April 4, 2017

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

**CC:**  
Sri Komaragiri, Kirsten Mellem, George Melistas,  
Theresa Bridges, Richelle Leskun, Darcy Rechten

# Memo

**Subject:** Griffin Funeral Home Preliminary Traffic Review

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

## GENERAL COMMENTS

1. The applicant, Novi Funeral Home, LLC, is proposing a 12,176 square foot funeral home on Beck Road south of Eleven Mile Road. Beck Road is under the jurisdiction of the City of Novi.
2. The parcel is currently under RA (Residential Acreage) zoning; however, funeral homes are permitted as a special land use subject to the following:
  - a. An adequate assembly area shall be provided off-street for vehicles to be used in funeral processions, and that such assemble area shall be provided in addition to any required off-street parking area.
  - b. A caretaker's residence may be provided within the main building or mortuary establishments.
  - c. Must be located on a designated major thoroughfare.

## TRAFFIC IMPACTS

1. AECOM was unable to perform an initial trip generation estimate due to the lack of trip rate information for funeral homes.
2. The majority of trips will likely occur during viewings and burial processions, which are assumed to not occur during peak traffic periods. However, it should be acknowledged that the funeral processions could potentially interfere with existing off-peak traffic patterns on occasion.
3. The applicant has provided the following information related to funeral services and processions.
  - a. Processions typically include 10-15 vehicles.
  - b. The average funeral attendance ranges from 30-70 people; however, the service is most commonly located at a church.

## EXTERNAL SITE ACCESS AND OPERATIONS

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



1. The proposed driveway modifications are in compliance with City of Novi standards.
2. The applicant has proposed entering and exiting tapers for the proposed driveway. The taper lengths are in compliance with City standards.
3. Because funeral services are assumed to not occur during peak traffic periods, there is not enough estimated traffic to warrant a left turn lane or left turn passing lane.
4. The applicant has indicated 460 feet of sight distance as required by the City's ordinance.
5. The applicant is modifying an existing driveway, therefore spacing requirements are not applicable. It should be noted, however, that the spacing requirements for same side and opposite side driveways are met.
6. There are an adequate number of site access drives provided.

## INTERNAL SITE OPERATIONS

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

1. General Traffic Flow
  - a. Fire code requires a minimum of 50' outside turning radius and 30' inside turning radius. The applicant shall indicate on the plans firetruck circulation patterns throughout the site and update any turning radii that do not provide firetruck accessibility.
  - b. Loading zones are not required at the development. The trash enclosure, during trash pick-up times, could potentially interfere with parking operations and should be considered for relocation, so that parking spaces are not blocked during trash collection processes.
  - c. The use of pavement markings and/or signing could be considered for this vehicle procession storage area.
  - d. The applicant should provide dimensions for the width of the drive located in front of the main entrance.
2. Parking Facilities
  - a. The City requires one parking space for every 50 square feet of usable floor area. The applicant has designated 6,030 (49.5%) square feet of the building as usable floor area. The applicant is required to provide 121 parking spaces per the ordinance; however, has only provided 121 total spaces, as discussed below:
    - i. The applicant has provided 98 proposed parking spaces.
    - ii. The applicant has provided 23 land banked parking spaces.
    - iii. The applicant has provided information to support the reduced amount of parking spaces provided.
    - iv. The applicant should include a parking calculations table in future submittals.
  - b. Parking space dimensions are generally in compliance with City standards. However, the parking area located on the north side of the building consists of some atypically designed spaces. The applicant should provide dimensions (at the shortest lengths and widths) for those atypical parking spaces in order to ensure compliance with City standards.
  - c. Certain landbanked parking spaces appear to be within the extents of horizontal curvature. The applicant should relocate these spaces such that they are no longer within the extents of horizontal curvature.
  - d. Five barrier free parking spaces are required and the applicant has provided five spaces, two of which are van accessible.
  - e. Barrier free parking spaces are compliant with 2010 ADA standards.
  - f. It appears that there is no curb between the proposed barrier free spaces and the abutting sidewalk. The applicant should indicate any curbs or ramps in the area. If there is no curb, the applicant is required to either insert a curb or place four inch parking blocks at the end of the space resulting in two feet of vehicle overhang while maintaining five feet of width for the sidewalk.
  - g. End islands and peninsulas are generally in compliance with the City's standards.
  - h. Six inch curbs are required in areas that the curb height is not limited to four inches in height by an abutting 17 foot parking space.

- i. The development requires two bicycle parking spaces. The applicant has proposed a bicycle parking area; however, the number of bicycle parking spaces shall be provided in the parking calculations table. The applicant should also provide a dimensioned detail for the layout of the bicycle parking area.
3. Sidewalk Requirements
    - a. Sidewalks are in compliance with City standards and are in compliance with the City's Non-Motorized Master Plan.
    - b. The applicant should place ADA ramps on all sidewalk connecting to the proposed sidewalk along Beck Road.
    - c. The ADA ramp details are in compliance with the current version of MDOT details.
  4. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices. The following is a discussion of the proposed signing.
    - a. Additional pavement marking size details are required for future submittals; such as the international symbol for accessibility and parking space stripe widths, among others.
    - b. Proposed sign heights are required to be a height of seven feet. The proposed sign height must be increased a total of one foot to ensure compliance with MMUTCD standards.
    - c. The proposed stop sign is 24 x 24 inches. MMUTCD standards require a minimum stop sign size of 30 x 30 inches.
    - d. The proposed sign posts are required to be U-channel in shape and indicated as 2# or 3#, as applicable based on sign size requirements. For example, 2# posts are required for signs 12 x 18 inches or less and 3# posts are required for multiple signs on one post or when sign size exceeds 12 x 18 inches.

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

Sincerely,

**AECOM**



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



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

FAÇADE REVIEW



March 29, 2017

*Façade Review Status Summary:*  
**Approved, Full Compliance**

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

Re: **FACADE ORDINANCE - Façade Review**  
**Griffin Funeral Home, PSP17-0032**  
 Façade Region: 1, Zoning District: RA

Dear Ms. McBeth;

The following is the Façade Review for Final Site Plan Approval of the above referenced project based on the drawings prepared by JST Architects, dated 3/10/17. The percentages of materials proposed for each façade are as shown on the table below. The maximum percentages allowed by the Schedule Regulating Façade Materials (AKA Façade Chart) of Ordinance Section 5.15 are shown in the right hand column. Materials in non-compliance with the Façade Chart, if any, are highlighted in bold.

<b>Façade Ordinance, Section 5.15</b>	East (Front)	West	North	South	Ordinance Maximum (Minimum)
Brick	30%	30%	30%	30%	30% Minimum
Stone	30%	30%	30%	30%	50%
Asphalt Shingles	25%	25%	25%	25%	25%
Standing Seam	5%	5%	5%	5%	25%
Metal Fascia & Trim	5%	5%	5%	5%	15%
Cast Stone	5%	5%	5%	5%	50%

As shown above, all proposed materials are in full compliance with the Façade Ordinance.

**Recommendation** - The building exhibits well balanced proportions and composition of materials. The façade material samples illustrated on sheet A2.0 indicate carefully coordinated colors and materials. The design is in full compliance with the Façade Ordinance and will harmonize well with other buildings in the surrounding area. Approval is recommended for the reasons stated above.



**Notes to the Applicant:**

1. Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".  
<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.
2. The dumpster enclosure should be constructed of materials matching the primary structure.

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

Sincerely,  
DRN & Associates, Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci". The signature is fluid and cursive, with the first name being the most prominent.

Douglas R. Necci, AIA

**FIRE REVIEW**



March 21, 2017

TO: Barbara McBeth- City Planner  
Sri Ravali Komaragiri- Plan Review Center  
Kirsten Mellem- Plan Review Center

**CITY COUNCIL**

**Mayor**  
Bob Gatt

**Mayor Pro Tem**  
Dave Staudt

Gwen Markham

Andrew Mutch

Wayne Wrobel

Laura Marie Casey

Brian Burke

**City Manager**  
Pete Auger

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

**Director of EMS/Fire Operations**  
Jeffery R. Johnson

**Assistant Chief of Police**  
Erick W. Zinser

**Assistant Chief of Police**  
Jerrod S. Hart

RE: Griffin Funeral Home

PSP# 17-0032

**Project Description:**

Build a 12,176 sq. ft. building on the corner of Beck Rd and Eleven Mile Rd in section 20.

**Comments:**

- 1) Turning radius for the west entrance doesn't meet Fire Departments Standards.
- 2) **MUST** add one hydrant around business to meet City Ordinance for spacing more than 500' from hydrant to hydrant. (City Ordinance Sec 11-68)
- 3) The Fire Lane must meet the City of Novi requirements for 35 ton. (City Ordinance Sec 15-17 503.2.3)

**Recommendation:**

APPROVED WITH CONDITIONS

Sincerely,

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

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

cc: file

**APPLICANT RESPONSE LETTER**  
**(June 06, 2017)**





Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

June 6, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Plan Review Center report response letter

Dear Sri:

We would like to thank City staff and consultants for their unanimous recommendation for approval of the Preliminary Site Plan for Griffin Funeral Home.

We have reviewed your report dated May 24, 2017 and offer the following response:

### **Special Land Use Considerations**

#### **i. Impact on existing Thoroughfares**

You suggested that a route map which indicates possible procession routes could be provided. As previously noted, processions from the funeral home are rare. The Canton and Northville Griffin funeral home locations have held only four (4) processions during the first four months of this year. All processions were during non peak traffic times and averaged only (12) twelve vehicles. A route map for potential funeral processions can not be provided at this time as the destinations have not yet been determined.

A Traffic Impact Study has been provided. The study confirms that this project will not have an impact to traffic. Key points made in the report include:

- The level of service for the 11 Mile and Beck intersection will remain the same.
- Traffic generated by the funeral home is not expected to have an appreciable impact on the intersection.
- The typical average queue length for northbound Beck Road falls approximately 110' or more short of the proposed driveway.

#### **ii. Impact on the Capabilities of Public Services and Facilities**

We agree with City staff and consultants "that the size of the development will not impact the capabilities of the public services and facilities".

**iii. Compatibility with Natural Features and Characteristics of the Land**

As noted there are no regulated woodlands on the property and there are very minor wetland impacts to the existing man-made pond.

**iv. Compatibility with adjacent Uses of Land**

As suggested, please find attached photos of the Griffin Funeral Home locations in Canton and Northville. These buildings represent the high quality of architecture that Griffin requires. As previously noted the proposed funeral home has residential character and has been specifically designed for this site by the architect.

**v. Conformance with the goals, objectives and recommendations of the City's Master Plan for Land Use**

We agree with City staff that "the proposed land use is compatible with the special land uses allowed under the current zoning and the uses recommended under the future land use map".

**vi. Use of land in a socially and economically desirable manner**

We agree with City Staff that the proposed use fits within the intended uses for RA zoning as it provides services to the community and will be contributing taxes to the City.

**vii. Conformance with all Applicable Regulations**

As noted, "All staff and consultant review letters are recommending approval of the proposed Preliminary Site Plan".

**Public Comments**

We believe that we have addressed the public comments made at the Public Hearing.

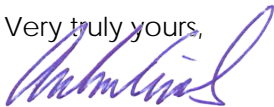
The proposed funeral home will be single-story, prairie style architecture which will compliment the surrounding area. Extensive landscaping will create a park like setting. The building setbacks from both Beck Road and Eleven Mile Road far exceed the required minimum and no front yard parking is proposed.

The traffic study confirms that traffic impact will be minimal and funeral processions which are rare, have no impact on peak and school traffic.

Please find attached numerous letters of support from homeowners, churches and businesses located in Novi and surrounding communities. There is a need for a funeral home in the City of Novi and the Griffin Funeral home will be a perfect addition at the Beck Road location which will benefit the entire community.

Please let us know if you have and questions or comment.

Very truly yours,



Andrew J. Wozniak







L.J. **GRIFFIN**

**FUNERAL HOME**

*Northrop - Sassaman Chapel*

1909





**LETTERS OF SUPPORT**





# Novi Community School District

## Transportation

<http://www.novi.k12.mi.us/district/trans/>

45505 Eleven Mile Road, Novi, Michigan 48374 Phone (248) 449-1245 • Fax (248) 449-1248

April 28, 2017

Griffin Funeral Home  
19091 Northville Rd.  
Northville, MI 48168  
Attn: David Griffin

Mr. Griffin,

Thank you for contacting me regarding your proposed new site in Novi and our bus schedules. Our buses run from 6:30 am – 9:15 am and then again from 2:00 pm – 5:00 pm. There are three times per year where schools have a half day. During half days, the buses would be utilizing 11 Mile Rd. at Beck Rd. between 11:00 am – 1:00 pm.

As we discussed, if there were to be a time a funeral procession would be scheduled during or near our bus times, your office would let us know in advance.

If you need any other information, please let me know.

Thank you,

Cindy Valentine  
Director of Transportation  
Novi Community School District

*Developing Each Student's Potential with a World-Class Education*

Cindy Valentine, Director of Transportation  
cvalentine@novischools.net



*MYRON H. BEALS, AMERICAN LEGION POST 32*

9318 Newburgh Road, Livonia, MI 48150

Jim Pardo, Commander

Phone 734-427-5630

Fax 734-427-7592

To Whom it may Concern:

I speak on behalf of the American Legion Post 32 Honor Guard about Griffins funeral home. When Griffins bought the funeral home from Northrup Funeral Home on Seven Mile road they found 59 remains 8 were veterans which they then paid for the head stone and full burial of the veterans with military honors from our Honor Guard. They also took over another funereal home and found out they had many pre-paid funerals that the money was gone and they took over and will honor all the funerals.

We find the Griffins to be a very honorable family and an asset to any community they have a business in. We have worked with them on many veteran's funeral and find them to be very professional at all they do.

Sincerely

A handwritten signature in blue ink that reads "Jerry Gonzales".

Jerry Gonzales  
1<sup>st</sup> Lt. Post 32 Honor Guard



May 29, 2017

Dear Novi Planning Committee,

We are writing this letter of support for Griffin Funeral Home. We know from personal experience that this a genuine family run business that is incredibly supportive of others when they are in need. They are very professional and easy to work with during difficult times.

We believe that Griffin Funeral Home would be a positive asset to the Novi Community. Families go to them from all faiths and have confidence in their level of excellence in service that is delivered with the highest integrity. Their goal is to assist families in a variety of areas to demonstrate their total commitment to meet families various needs.

Sincerely,

Pat & Marie Schluter  
24781 Nottingham  
Novi, MI 48374

To Whom It May Concern:

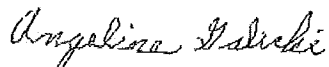
Planning a funeral service for a loved one is the most difficult experience family members need to do. My husband chose Griffin funeral home in Northville to plan for his father's funeral. After my mother went to the visitation for my father in law she was impressed by the facility and at 90 years old she chose to preplan her funeral. My brother and I accompanied her and the staff member spent a great deal of time with her while she made decisions about exactly what she wanted. Recently in November of 2016 she passed away and when we went to make final arrangements the staff made sure they carried out all her wishes.

Our experiences with David Griffin and all of the staff at Griffin Funeral Home was a comfortable experience. They took their time aiding us in the planning our parent's funerals. They were reverent, friendly, and professional. They helped to make these difficult times in our lives more bearable. They honored all our wishes, were always available to answer any questions, and took care of all necessary details. When there was visitation for our parents there was always someone available to help us in any way. We also had close friends of ours utilize this facility when their mother passed and they were very pleased with the staff and services provided.

I had visited this facility when it was owned by a previous owner and it has been renovated and wonderful improvements were made to the facility. The rooms for visitation of the deceased are very pleasant, comfortable, and tastefully decorated. The lounge and rest area for family is also very comfortable. Food can be brought in and coffee, hot water, and bottled water were available. My aunt passed away this month and I visited another of Griffin funeral Homes in Westland and that facility was also very nice and welcoming.

Based on the experiences my husband and I have had with David and all of the staff at Griffin Funeral Home we feel this business would definitely be an asset to the Novi community. It will make a difficult experience more bearable for many families.

Sincerely,



Angeline Galicki  
43515 McLean Ct.  
Novi, MI 48375

May 5, 2017

To Whom It May Concern

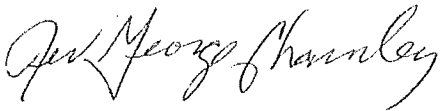
RE: Griffin Funeral Home's Petition to purchase land at Bosco Farm

I would like to recommend that Griffin Funeral Home be allowed to purchase the said land and build on it. I have worked with the Griffin Family and the coworkers for 35 years and have found them to be truly professional and ethical in their dealings with the people that are grieving.

All of their places of business have been maintained to the highest quality. A Griffin Funeral Home would be an asset to the Novi community. I believe it would enhance the area and it would be a positive for the neighborhood.

If you have any questions, please feel free to call me. Thanking you in advance regarding this matter.

Sincerely yours

A handwritten signature in cursive script that reads "Rev. George Charnley". The signature is written in black ink and is positioned below the typed name.

Rev. George Charnley  
Retired Pastor St. James Parish. Novi  
2002 - 2012  
(734) 634-7301



---

# ***Blair M. Bowman***

---

***46100 Grand River Ave  
Novi, MI 48374  
(248) 348-5600 ext. 211***

May 17, 2017


City of Novi  
45175 West Ten Mile Road  
Novi, MI 48375

**RE: Site Plan 17-13 Griffin Funeral Home**

To Whom It May Concern:

Please be advised that I have had the opportunity to review the plans submitted regarding the proposed Griffin Funeral Home at the southwest corner of Beck Road and Eleven Mile. I have also had the opportunity to discuss with Mr. Griffin his operating history and plans for his development and long term community involvement. Considering what appear to be very quality plans and renderings, I personally believe that this will be a very positive addition to the immediate area as well as the overall community.

Respectfully submitted,



Blair M. Bowman

**THOMAS DUKE COMPANY**  
COMMERCIAL PROPERTY

May 15, 2017

Planning Department  
City of Novi  
45175 West Ten Mile Road  
Novi, MI 48375-3006

I have been working with David Griffin and Griffin Funeral Home for the past two and a half years searching for property in and around the Novi community to accommodate development of a new funeral home.

We have explored vacant land and opportunities for re-development along Grand River Avenue and all the major thoroughfares in the area. The available properties we hoped would be suitable were either too small, had wetland restrictions, or were behind incompatible commercial uses. We have approached off-market property owners and asked them to consider selling to Griffin Funeral Home but they have not accepted our proposals. Nothing available has met our criteria and the targeted owners are unwilling to sell.

The Bosco property located at the Southwest corner 11 Mile and Beck Roads is zoned to allow a funeral home and large enough to build keeping with the City of Novi building requirements.

The Griffin Funeral Home reputation and professionalism would be an added asset not only to the City of Novi but to the surrounding neighborhood.

Thank you for your help in this matter

Sincerely,  
**Thomas Duke Company**



Daniel Blugerman

***Our Lady of Victory Parish and School  
133 Orchard Drive  
Northville, MI 48167  
olvnorthville.org***

**Tel: 248-349-2621**

**Fax: 248-349-7329**

May 15, 2017

To Whom It May Concern:

I am writing this letter of reference favoring, the excellent and professional services of the **L.J. Griffin Funeral Homes.**

I have worked with the Griffin family, with David Griffin, in particular, for the last seventeen years. My professional relationship began with the L.J. Griffin Funeral Homes, during my pastorate of St. Robert Bellarmine Parish located in Redford. I served the community in Redford for six years, and now in my eleventh year, here at Our Lady of Victory Parish, in Northville, I continue to work with this exceptional (business) family.

In my experience, the L. J. Griffin Family Funeral Homes, have truly "served" the parishes I have pastored with kind, compassionate service, as well as having extended themselves to me personally and to anyone to whom I have recommended them throughout the years. Their commitment to the communities in which they work and live, have all benefitted from their care and concern.

Their properties both inside and out are impeccably kept, well maintained, and they have done a wonderful job of incorporating "local" history into each of their homes. Whether it be in the d'objet arte, found throughout their homes, or the simple use of flowers from local shops, their "home," quickly becomes yours.

Being acquainted with this family, and with David for such a long time, I am quite comfortable and confident in vouching for them as a as an outstanding business and David as great individual as well as a concerned and active citizen in our community.

As far as a company to do business with, the L.J. Griffin Funerals Homes, are one of the best I have ever dealt with.

I am confident about the services they offer and of their solid financial and professional history. I can surely and happily recommend their services. Feel free to contact me for any questions you might have.

Respectfully,  
Denis B. Theroux  
Reverend Denis B Theroux  
Pastor



*MYRON H. BEALS, AMERICAN LEGION POST 32*

9318 Newburgh Road, Livonia, MI 48150

Jim Pardo, Commander

Phone 734-427-5630

Fax 734-427-7592

To Whom it may Concern:

I speak on behalf of the American Legion Post 32 Honor Guard about Griffins funeral home. When Griffins bought the funeral home from Northrup Funeral Home on Seven Mile road they found 59 remains 8 were veterans which they then paid for the head stone and full burial of the veterans with military honors from our Honor Guard. They also took over another funereal home and found out they had many pre-paid funerals that the money was gone and they took over and will honor all the funerals.

We find the Griffins to be a very honorable family and an asset to any community they have a business in. We have worked with them on many veteran's funeral and find them to be very professional at all they do.

Sincerely

Jerry Gonzales  
1<sup>st</sup> Lt. Post 32 Honor Guard





GENERAL OFFICES

May 1, 2017

1150 Canton Center S.  
Canton, MI 48188-1699  
734/394-5100  
734/394-5128 FAX

Pat Williams  
Supervisor  
394-5185  
394-5234 FAX

Michael Siegrist  
Clerk  
394-5120  
394-5128 FAX

Dian Slavens  
Treasurer  
394-5130  
394-5139 FAX

John Anthony  
Sommer N. Foster  
Anne Marie Graham-Hudak  
Steven Sneiderman  
Trustees

To Whom It May Concern,

I am writing to express my support of Griffin Funeral Home, located on Canton's Ford Road. They have been a tremendous community supporter for over 25 years, regularly supporting various events and programs in Canton.

Additionally, even with Ford Road being one of the most traveled roads in the state, we have never once had a concern with Griffin's funeral processions. **There has been absolutely no negative traffic impact from their business.**

We in Canton feel very fortunate to have Griffin Funeral Homes as part of our community

Sincerely,

Pat Williams  
Canton Supervisor

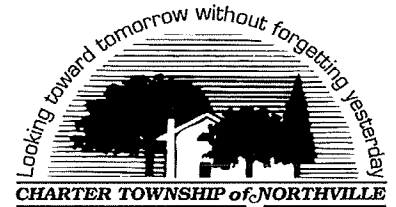




May 4, 2017

Mr. David Griffin  
19091 Northville Road  
Northville, MI 48168

**Subject:** Griffin Funeral Home – Northville Location



Robert R. Nix II, *Supervisor*  
Sue A. Hillebrand, *Clerk*  
Marjorie F. Banner, *Treasurer*  
Richard E. Allen, *Trustee*  
Symantha Heath, *Trustee*  
Mindy Herrmann, *Trustee*  
Fred Shadko, *Trustee*

---

Dear Mr. Griffin,

On behalf of Northville Township, I am pleased to provide this letter of support. The Griffin Funeral Home has been a welcomed addition to our community. The township has not once had an issue with traffic or disruptions due to funeral processions. The services you provide are appreciated by our community and the surrounding area. It was nice talking to you again today, if there is anything else I can do to support your business operation, do not hesitate to ask.

Sincerely,

Jennifer Frey  
Township Planner

**APPLICANT RESPONSE LETTER  
( For Site Plan Comments)**

# ZEIMET WOZNIAK & ASSOCIATES

Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

March 31, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home  
PSP Comments

Dear Ms. Sri Ravali Komaragiri:

Thank you for your call regarding the PSP review for Griffin Funeral Home. We would like to address two concerns that you discussed.

#### **Required berm along the south property line:**

The current property will be split into two separate parcels. The north parcel will include the proposed funeral home, developed as a special land use under the current residential zoning. The south parcel will be developed under the PSLR zoning option and not as a residential development, as noted in the attached letter from David Griffin. It is David's intention to market the south parcel and develop the property as PSLR immediately.

David is aware that a berm is required between a special land use and residential properties. Since the north and south parcels will be similar in use and not residential, David does not want to construct a berm. A berm will reduce the continuity between the two parcels and is unnecessary. If the south parcel were developed for residential use, David would construct a berm as required. In addition, there is an existing landscaped berm between the south parcel and the school property.

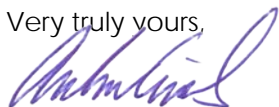
#### **Parking Requirements:**

The lobby, as noted in the architect's letter dated March 6, 2017, will be used by people, "who are there to make funeral arrangements, have appointments with funeral directors, etc."

Since these people can be in only one area of the funeral home at a time, it is logical that the lobby area (280 s.f.) should not have been included as useable space for parking requirement calculations. Removing the lobby will reduce the overall useable area to 6,030 s.f. which would require 121 parking spaces ( $6,030/50 = 120.6$ ).

Should you have any questions or comments please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak

Cc: David Griffin

# GRIFFIN

L.J. GRIFFIN FUNERAL HOME, INC.

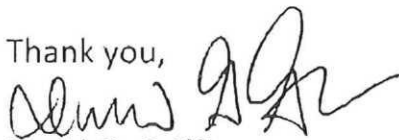
Ms. Sri Ravali Komaragiri  
City of Novi Community Development

Dear Ms. Sri Komaragiri,

This letter is to confirm our intention to sell the south parcel of our development for non-residential use.

I understand and agree to retro fit the property with an appropriate berm should the parcel be sold for any residential development.

Thank you,



David G. Griffin

*"Service-A Family Tradition"*

*Northrop-Sassaman Chapel*

8809 Wayne Rd.  
Livonia, MI 48150  
(734) 522-6200

7707 Middlebelt Rd.  
Westland, MI 48185  
(734) 522-9400

42600 Ford Rd.  
Canton, MI 48187  
(734) 981-1700

19091 Northville Rd.  
Northville, MI 48168  
(248) 348-1233

# **Z EIMET W OZNIAK** & ASSOCIATES

Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

April 6, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Response to the Planning Review

Dear Ms. Sri Ravali Komaragiri:

We would like to thank Community Development for their review of the Preliminary Site Plan.

We have reviewed the Planning Review letter dated March 30, 2017 and offer the following response to the Planning Review Chart dated March 17, 2017:

## **Zoning and Use Requirements**

**Master Plan** – Noted

**Area Study** - Noted

**Zoning** - Noted

**Uses Permitted** – We have noted that this submittal will require Planning Commission's approval of Special Land Use.

## **Use Standards: Mortuary Establishments**

**Adequate Assembly Area** – An assembly area has been shown on the plans. As noted in David Griffin's letter, the funeral procession has become more infrequent and a small following of 10 – 15 cars is typical. The plans indicate a visual representation for 12 assembly spaces. Additional assembly spaces can be added in this area but they are not needed according to David Griffin.

**Caretakers Residence** – NA

**Site Location** – Noted

**Planning Commission Consideration** – Noted

**Noise Impact Statement** – We would like to request a waiver of the noise impact statement, as no noise generating equipment will be added to the site.

## **Height, bulk, density and area limitations**

**Maximum % of Lot Area Covered** – Noted

**Building Height** – Noted



## **Building Setbacks**

The setbacks distances are on sheet C-3 including the sides and rear. The building is located well within these setback areas.

## **Parking Setback**

Noted

## **Note to District Standards**

Noted

## **Parking, Loading and Dumpster Requirements**

**Number of Parking Spaces** – We would like to thank staff for their support regarding this issue. The parking counts and useable floor area will be revised with the next submittal.

**Landbank Parking** – We request that Planning Commission approve the landbank parking. We will add and revise notes on the plans regarding change of use and installation of the landbank parking.

**Parking Space Dimensions and Maneuvering Lanes** – Noted

**Parking stall located adjacent to parking lot entrance** – NA

**End Islands** – End islands are addressed in the traffic review

**Barrier Free Spaces** – Noted

**Barrier Free Space Dimensions** – Noted

**Minimum Number of Bicycle Parking** – Noted

**Bicycle Parking General Requirements** – Noted

**Bicycle Lot Layout** – Noted

**Loading Spaces** – Noted

**Dumpster** – Conflicts with parking spaces are addressed in the Traffic comments.

**Dumpster Details** – The material for the dumpster enclosure gates will be wood and will be revised on the next submittal.

## **Lighting and Other Equipment Requirements**

**Exterior Lighting** – A lighting plan is being submitted.

**Roof top equipment** – A note regarding no rooftop equipment will be added to the plans.

**Roof top screening** – NA

## **Sidewalk Requirements**

**Off-road non-motorized facilities** – An 8' wide pathway is proposed along Beck Road. As requested by engineering, the pathway along Eleven Mile Rd. has been removed and payment will be made to the sidewalk escrow fund.

**Pedestrian Connectivity** – Noted

**Building Code and Other Legal Requirements**

**Building Code** – Noted

**Design and Construction Standards** – Noted

**General Layout** – All review letters have been addressed.

**Economic Impact** – Noted

**Development Business sign and Street Addressing** - The location of the monument sign has been shown on the plans. Application for an address will be made prior to stamping set approval.

**Project and Street Naming** - NA

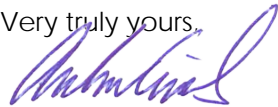
**Property Split** – The property split will be applied for after sale of property is finalized.

**Lighting and Photometric Plan**

A lighting plan is being submitted.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak

# **Z**EIMET **W**OZNIAK & ASSOCIATES

Civil Engineers & Land Surveyors

55800 Grand River Avenue, Suite 100  
New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
www.zeimetwozniak.com

April 6, 2017

Ms. Darcy Rechten  
City of Novi - Engineering  
45175 West Ten Mile Road  
Novi, Michigan 48375

Re: Griffin Funeral Home, Preliminary Site Plan  
Response to Engineering Review  
JSP17-0013

Dear Ms. Rechten:

Thank you for your recommendation for approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan.

In response to your Plan Review Center Report dated March 31, 2017, we offer the following which will be addressed during the Final Site Plan Submittal:

## General

1. The City standard detail sheets will be included with the Stamping Set submittal.
2. The Non-Domestic User Survey will be submitted.

## Water Main

3. A tapping sleeve valve and well will be added.
4. A temporary hydrant will be added.
5. Noted

## Sanitary Sewer

6. A sanitary sewer monitoring manhole with a 20' wide access easement will be added.

## Storm Sewer

7. A site drainage area map and storm sewer sizing calculations will be included.
8. Roof drains will be addressed.
9. A sump and oil/gas separator will be addressed during Final Site plan.

### Storm Water Management Plan

10. The pond and lawn areas c factor calculations will be clarified.
11. Release rate calculations will be provided.

### Paving and Grading

12. The existing, proposed and master planned right-of-way lines will be clarified on the plans. An off-site sidewalk easement has been submitted.
13. A payment to the City for the cost of the Eleven Mile Rd sidewalk will be made. An administrative variance is requested.

### Soil Erosion and Sediment Control

14. SESC plans will be included with the Final Site Plan submittal.

### Off-Site Easements

15. We received a review of the off-site easement exhibits from SDA, dated April 4, 2017 and completed the required corrections. The revised draft copies of the easements have been submitted for review.

### Final Site Plan Submittal

16. A response letter will be provided.
17. An itemized opinion of probable construction cost will be provided.
18. A recent title search and legal escrow funds will be submitted.

### Stamping Set Submittal

19. Items 19 – 21 will be addressed with the Stamping Set Submittal.

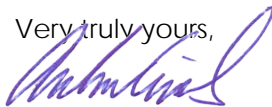
### Prior to Construction

20. Items 20 -29 will be addressed prior to construction.

Please contact if you have any additional questions.

Thank you for your assistance with this project.

Very truly yours,



Andrew J. Wozniak

Pc: Mr. David Griffin

April 13, 2017

Mr. Rick Meader, Landscape Architect  
**City of Novi Planning Department**  
45175 W. Ten Mile Road  
Novi, Michigan 48375

Re: **JSP 17-13 Griffin Funeral Home - Landscape Review**

Dear Mr. Meader :

We have received the Preliminary Plan Review for the Griffin Funeral Home per the review packet dated March 23, 2017. Our responses to the Landscape Plan review comments are listed below:

**A. Existing Soils**

1. Noted.

**B. Existing and Proposed Utility Locations**

1. Noted.

**C. Existing Trees**

1. Noted.
2. Noted.
3. Tree protection will be added to civil drawing C-2 per requirement.

**D. Adjacent to Residential – Buffer**

1. Noted.
2. Noted.
3. Planting will be revised to meet denser opacity requirements.
4. An alternate tree species will add on future revised plans.
5. Noted.
6. Noted.

**E. Adjacent to Public Rights-of-Way – Berm**

1. Noted. Landscape waiver requested.
2. Noted.

**F. Street Trees**

1. Noted.
2. Noted. Two (2) additional street trees will be provided on revised plans.

**G. Parking Lot Landscaping**

1. Noted.
2. Noted. Revised plans will meet the island size requirements as described.
3. Noted. Revised plans with adjusted landscape areas will provide required tree locations as described.



**H. Parking Lot Perimeter Trees**

1. Noted.

**I. Loading Zone Screening**

1. Noted.

**J. Building Foundation Landscape**

1. Noted.
2. Noted.

**K. Plant List**

1. We will work with staff to modify plant selection for foundation plantings to meet intent of native species criteria.

**L. Planting Notations and Details**

1. Noted.

**M. Storm Basin Landscape**

1. Noted.
2. Additional shrubs will be added to revised plans to meet requirements.

**N. Irrigation Plan**

1. Noted.

**O. Proposed Topography**

1. Noted.
2. Proposed grading for land-bank parking spaces will be provided by the civil engineer on a separate grading plan.

**P. Snow Deposit**

1. Noted.

**Q. Corner Clearance**

1. Noted.

If you have any questions, please feel free to contact me at your convenience. Thank you for your assistance with the Griffin Funeral Home Preliminary Site Plan.

Sincerely,



Steve Deak, RLA, LEED AP  
Deak Planning + Design, LLC

**Z EIMET W OZNIAK**  
& ASSOCIATES

Civil Engineers & Land Surveyors

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New Hudson, Michigan 48165-9318  
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March 10, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Response to the Wetland Review

Dear Ms. Sri Ravali Komaragiri:

We would like to thank ECT for their review of the Preliminary Site Plan.

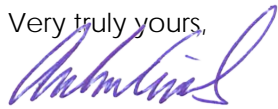
We have reviewed their letter dated March 29, 2017 and offer the following response:

**Wetland Comments**

1. The proposed wetland and buffer impact for the outlet control structure will be provided with the next submittal.
2. This information will be provided with the next submittal.
3. The seed mix will be clarified with the next submittal.
4. The applicant has retained King & MacGregor Environmental to determine if the proposed development will require a wetland use permit from the MDEQ.
5. The City of Novi Engineering department has informed us that pre-treatment is not required since the existing pond has over three feet of water. We will confirm the depth of the water before the next submittal.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak

# **Z** EIMET **W** OZNIAK & ASSOCIATES

Civil Engineers & Land Surveyors

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New Hudson, Michigan 48165-9318  
248.437.5099 · 248.437.5222 fax  
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April 6, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Response to Traffic Review

Dear Ms. Sri Ravali Komaragiri:

We would like to thank AECOM for their review of the Preliminary Site Plan.

We have reviewed their memorandum dated April 4, 2017 and offer the following response:

## **General Comments**

1. Noted
2. Noted
  - a) An assembly area has been added to the plans;
  - b) A caretaker's residence is not proposed;
  - c) Noted.

## **Traffic Impacts**

1. Noted;
2. Noted;
3. Noted.

## **External Site Access and Operations**

1. Noted;
2. Noted;
3. Noted;
4. Noted;
5. Noted.

## **Internal Site Operations**

1. General Traffic Flow
  - a) The turning radii will be revised and fire truck circulation patterns will be provided with the next submittal;
  - b) A feasible alternate location for the trash enclosure is not available. The trash enclosure will rotate slightly in the same general location to accommodate a

landscape concern. The impact on parking during trash pickup does not concern the owner for the following reasons:

- Trash collection will be done during the day when the parking lot is typically empty
  - The trash enclosure is located at the very rear of the parking lot and is typically empty
  - Only 2-3 spaces parking spaces will be impacted
  - Trash collection typically takes 2 minutes once a week.
- c) The applicant does not want to add pavement markings or signage as processions are rare and frequently flags are placed on cars in parking spaces rather than assemble for a procession;
- d) Additional dimensions will be provided for the width of the driveway at the entrance.

## 2. Parking Facilities

- a) As required, 121 parking spaces have been provided;
- b) Additional dimensions will be provided for the atypical spaces;
- c) There is not an alternative location for the three landbanked parking spaces located along the curve of the drive. These spaces will meet the required dimensions for a parking space;
- d) Noted;
- e) Noted;
- f) Four inch parking blocks will be added between the barrier free parking spaces and the sidewalk;
- g) Noted;
- h) Six inch curbs will be provided in areas where four inch curb is not required;
- i) The number of bicycle parking spaces will be added to the parking calculations table and dimensions for the layout of the bicycle parking area will be added.

## 3. Sidewalk Requirements

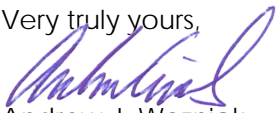
- a) Noted;
- b) ADA ramps will be provided for all sidewalks connecting to proposed sidewalk along Beck Road;
- c) Noted.

## 4. On-site pavement markings

- a) Additional pavement marking details will be added;
- b) Proposed sign height will be revised;
- c) The size of the proposed Stop Sign will be revised;.
- d) The sign posts will be revised.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak

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& ASSOCIATES

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April 6, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Response to Facade Review

Dear Ms. Sri Ravali Komaragiri:

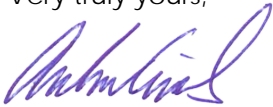
We would like to thank DRN & Associates for their review of the Preliminary Site Plan.

We have reviewed their letter dated March 29, 2017 and offer the following response:

1. Noted
2. The dumpster enclosure will be constructed of materials matching the primary structure as noted on the detail located on sheet C-10. The detail will be revised to provide wood doors as required.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak



# Z EIMET W OZNIAK & ASSOCIATES

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April 6, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, Preliminary Site Plan  
Response to the Fire Review

Dear Ms. Sri Ravali Komaragiri:

We would like to thank the Fire Department for their review of the Preliminary Site Plan.

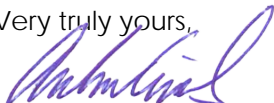
We have reviewed their letter dated March 21, 2017 and offer the following response:

## Comments

- The turning radius for the west entrance will be revised for the next submittal
- There are two proposed hydrants shown on sheet C-6 which we believe meets the City Ordinance. An additional hydrant will be added if needed.
- The fire lane will meet the requirements for 35 ton.

Should you need any additional information please don't hesitate to contact us.

Very truly yours,



Andrew J. Wozniak

**PUBLIC CORRESPONDENCE**

## Komaragiri, Sri

---

**From:** Charlene Babcock  
**Sent:** Wednesday, May 17, 2017 9:45 AM  
**To:** Charlene Irvin; Komaragiri, Sri  
**Subject:** Girffin Funeral Home objection, please include in packet

Sri,

I wanted to be sure you received this comment regarding the funeral home, to be included in the packet sent to the board members.

Dear Zoning Board,

I appreciated the opportunity to share my objection to the proposed change in zoning at 11 Mile and Beck on April 19, at the zoning meeting. I would like to summarize why I am opposed to a funeral home across the street from our property.

1. Property values will decrease about 6.5% (see this link from Realtors.com: <http://www.realtor.com/news/trends/things-that-affect-your-property-value/>) We certainly did not build there only to have our property values plummet 6.5%. How anyone thinks this is OK should consider what they would think if someone just decided to decrease your property values! How any board member could support decreasing our property values is beyond me. Will the city reimburse us for this decision? What is our recourse to compensate us for this drop in property values? What compelling reason could the board possibly have to arbitrarily decrease our property values, for no valid reason?
2. Traffic on Beck Rd. is already very congested. The traffic will most certainly increase with a funeral home there, compared to if the current zoning was maintained as Residential. Even if 10-20 homes were constructed, that would still be much less traffic (and certainly would never result in road frequently impassable do to funeral procession) than a funeral home.
3. There is no compelling reason to change the zoning. There is ample real estate available that is currently zoned Commercial.
4. It was brought up at the meeting that the funeral home was a better fit than a strip mall. Comparing the current proposed funeral home to a strip mall is not accurate. The property is zoned Residential and there is no reason homes would not be built there if it was kept residential. Stating that a funeral home is better than a strip mall ignores the fact that it is currently zoned residential, and if it was kept residential, no strip mall would be built there.
5. My granddaughter told me she doesn't want to have dead people across the street from her. While you might think this is not a big deal, to her it is. Constantly thinking about death and dead people, every time you walk out your home, or play in your yard, is a big deal to her.
6. Finally, 4 of the 5 board members mentioned how important it was to keep commercial zoning away from the area south of 11 mile. Rezoning this would break this long term plan to keep the area south of 11 mile residential. It would allow further degradation of the residential areas south of 11 mile road. This precedent will have long reaching effects in the future of Novi. No one will be able to 'unring' that bell. Please consider this issue very carefully, for the future of Novi.

I was troubled and disappointed that there wasn't a vote at that time. Given that 4 of the 5 zoning board members felt that keeping the area south of 11 mile residential was very important, how would tabling the issue change their opinion. Additionally, tabling the issue would not change any of the other 6 issues raised above.

This area is zoned residential, and there is no reason to change it. With all these negative issues, and no positive ones, please vote to keep our great neighborhood residential. Please help us maintain our property values. Please have them put the funeral home where it belongs, in a commercially zoned area, north of 11 mile.

Thanks for your time.

Charlene McHugh, MD

## Komaragiri, Sri

---

**From:** Dan Richardson  
**Sent:** Wednesday, May 17, 2017 12:32 PM  
**To:** Komaragiri, Sri  
**Subject:** Zoning change for funeral home at 11 mile and Beck

I am writing to express my opinion regarding zoning change to allow a funeral home at 11 mile and Beck Rd. I am adamantly against this. I find it odd that four of the members of the board opposed this and one was for changing the zoning and yet the discussion was tabled. This will cause a greater than 6% drop in property values in local neighborhoods and will add to the horrible traffic congestion on Beck Road. Beck Rd is already busy, imagine what this will do traffic volumes when funeral visitation occur and processions take place?

Daniel S Richardson, MD

Sent from my iPhone

## Komaragiri, Sri

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**From:** Michael Allie  
**Sent:** Thursday, May 18, 2017 5:25 AM  
**To:** Komaragiri, Sri  
**Subject:** Funeral Home @ 11 Mile & Beck

I understand this email address is where I would voice my opinion on whether or not a funeral home should be allowed at 11 Mile & Beck Rd. I am writing to voice my SUPPORT for such an establishment.

I understand many are upset and want the barn to remain; however, the current owner has a right to sell the land and the new owner has a right to convert the land to an appropriate use consistent with zoning and it is my understanding that a funeral home fits within current zoning regulations.

I have seen many, many cases over the years where residents oppose any change to the status quo. And often when they do that, they block a permitted use and then end up with a different use for the land that would be worse. In this case, I see nothing wrong with a funeral home. Despite the outcry about the potential for traffic increases, I believe that a funeral home would be less impactful than other uses:

- Funeral homes often have their busiest times (visitation) during the evenings or (funeral service) mid-morning. This means we won't see an addition to rush hour traffic.
- Funeral home traffic is now and then, not every day.
- Funeral processions would usually take place between 10 a.m. and noon. Again, this is when traffic is usually light.

To have a well-rounded community, Novi needs to have ALL services conveniently available to its residents. While no one wants to think about death, funeral home services are eventually required by all. I would add that funeral homes are generally attractive and nicely landscaped while also being peaceful. You don't often hear of any rowdiness around funeral homes.

In closing I would add that other permitted uses such as a housing complex or subdivision, or a day care center, would be far more impactful in terms of traffic and demands on city services. Those yelling today about a funeral home will yell even louder at the next proposal for that land. In fact, based on what residents are posting on [nextdoor.com](http://nextdoor.com), anything other than current barn would be unacceptable. That is ridiculous and very unfair to the current owner who wants to sell the land.

As an aside, I would mention that I live near 11 Mile and Taft and find myself at the intersection of 11 Mile and Beck at least several times each week, if not daily. I am not some disinterested third party with a political agenda on land use, nor do I have any association with the proposed funeral home owners (I don't even know who they are).

Good luck on the decision.

Michael Allie  
Novi, MI



## Komaragiri, Sri

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**From:** Christina Torossian  
**Sent:** Thursday, May 18, 2017 9:43 PM  
**To:** Komaragiri, Sri  
**Subject:** Funeral Home Objection

I am writing to let the City of Novi know that I, along with many of my neighbors who live in the subdivisions off of 11 Mile in the Beck area, object to any zoning changes to the property where it has been proposed to build a funeral home. Beck and 11 Mile is already an overburdened intersection due to the schools, housing and Providence Hospital. Another business that has constant traffic associated with it is not what this area needs.

Please consider how a funeral home near 11 Mile and Beck will negatively impact the communities in this area and do NOT approve a zoning change.

Thank you

--  
Christina M. Torossian  
resident of Asbury Park  
[ctorossian@gmail.com](mailto:ctorossian@gmail.com)

## Komaragiri, Sri

---

**From:** Debbie Madeja  
**Sent:** Thursday, May 18, 2017 10:30 AM  
**To:** Komaragiri, Sri  
**Subject:** Funeral Home at Beck and Eleven Mile Rd

Please note that I am a resident of Novi, (24740 Venice Dr) and I do not agree with the plans to put a funeral home at Beck and 11. With the fire station, retirement facility, the hospital, but most importantly the close vicinity of the schools, the traffic and parking concerns would be complicated and unnecessary. Thank you for considering this position.

Deborah Madeja

## Komaragiri, Sri

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**From:** Cindy Lu  
**Sent:** Friday, May 19, 2017 4:40 PM  
**To:** Komaragiri, Sri  
**Subject:** Objection on building funeral home on the farm house area

Dear Novi decision makers:

I am a long time Novi resident. I loved the farm house on Beck road and 11 mile. I see this house as a land mark of Novi. This place is always marked as city park on the map. I can never image anyone would turn it into a funeral home. Beside that, traffic on Beck Rd. is already very congested. The traffic will most certainly increase with a funeral home there. There are so many vacant land on Grand River. Easy to get in and out of the highways. That may be a better place to suit a funeral home.

Please listen to the citizens and make good choice for them.

Thank you!

Cindy Lu

## Komaragiri, Sri

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**From:** Jerilyn Nichol森  
**Sent:** Tuesday, May 30, 2017 10:07 PM  
**To:** Komaragiri, Sri; Alison Dolin  
**Subject:** Beck and 11 Mile Road

To whom it may concern: It has come to my attention that you would like to rezone this area from residential to commercial. I would prefer we revote on building a Novi City Community Sports facility here. The timing of the last vote was in the midst of the largest economic downturn this century and likewise did not stand a chance of passing. I believe it is time to revote. I certainly am against making it commercial.

Best,  
Jerilyn Nichol森  
248-924-8714

## Komaragiri, Sri

---

**From:** Cindy Ghannam  
**Sent:** Wednesday, May 31, 2017 12:18 PM  
**To:** Komaragiri, Sri  
**Subject:** Funeral home

Just wanted to email and let you know that I am not in agreement with putting a funeral home on the corner of Beck and 11 mile. The traffic is already horrible on Beck rd, and adding the procession of a funeral would just be unbearable.

Thank you,  
Cindy Ghannam  
Island Lake sub

Sent from my iPhone



## Komaragiri, Sri

---

**From:** Susan Cocke  
**Sent:** Thursday, June 01, 2017 8:01 AM  
**To:** Komaragiri, Sri  
**Subject:** Rezoning at Beck

To Whom It May Concern,

It has been brought to my attention that the rezoning of the southwest corner of Beck at 10 Mile is on the table for a funeral home to be built.

I moved here in 1984, and I have seen a lot of progress in the Novi area since then, unfortunately Beck Road is not one of those areas and is not prepared to have a funeral procession in the mix. When we are planning communities we should be aware of the roads growing with them, Beck Road has not been one of those roads, except at M-14.

As a resident I am not in favor of adding more traffic to a road that already shows too much stress.

Thank you for your consideration,

Susan Cocke

24598 Arcadia Dr.

Novi, Michigan

Sent from my iPhone

## Komaragiri, Sri

---

**From:** Michele  
**Sent:** Friday, June 02, 2017 7:37 AM  
**To:** Komaragiri, Sri  
**Subject:** Funeral home on beck and 11 mile

Hello,

As a resident, business owner and mother of Novi students I urge you to NOT to rezone the corner of beck and 11 mile to commercial. This would be an outrage to novi residents. Can you please use common sense to know this is not a plan that should ever even be considered. I reside on 11 mile next to the middle school and the traffic already backs up past our home in the afternoons at school dismissal. This would be unsafe for the travel of school busses through this busy intersection. This area can not handle any more congestion safely. The corner is zoned residential and should never be considered for anything else.

Please listen to the voices of your concerned citizens,

Michele King  
Sent from my iPhone

## Komaragiri, Sri

---

**From:** neha kiru  
**Sent:** Wednesday, June 07, 2017 8:40 AM  
**To:** Komaragiri, Sri  
**Subject:** Beck and 11mile

Hello

WE are opposed to the building of a funeral home on Beck and 11 mile. Already there is a lot of traffic congestion and we fear it will get worse. The infrastructure of Novi roads especially on 10 mile and 11 mile needs to be improved. Both roads should be widened.

Thank you!

Best Wishes,  
Neha and Shankar Kiru

## Komaragiri, Sri

---

**From:** Bob Shirock  
**Sent:** Wednesday, June 07, 2017 8:50 AM  
**To:** Komaragiri, Sri  
**Subject:** Griffen Funeral Home

May 11, 2017

To Whom it may Concern:

My name is Bob Shirock and I am the Senior Pastor of Oak Pointe Church in Novi. I am writing on behalf of Griffen Funeral Home as they are seeking permission to build a facility in Novi.

I must say that our experience working with Griffen Funeral Home has been outstanding, and we have had considerable experience with them. They are a first rate organization and they serve our people exceptionally well.

We at Oak Pointe Church would warmly welcome them into our community.

I know that the Planning Commission is concerned not only with the quality of the facilities that are built, but also with the quality of the people that build in our community and become our neighbors.

This is truly a good neighbor, and one that will serve the residents of our community well in the coming years. I cannot recommend them highly enough.

Sincerely,

Dr. Robert J. Shirock

Senior Pastor - Oak Pointe Church

## **Komaragiri, Sri**

---

**From:** Todd Gardiner  
**Sent:** Wednesday, June 07, 2017 9:28 AM  
**To:** Komaragiri, Sri  
**Subject:** Novi - Funeral Home

**To whom it may concern:**

**As a resident of Novi, Michigan for 20 years I would like to express my support for the Griffin Funeral Home request to be built at the approximate corner of Beck & 11 Mile roads. Having used the services of the original location in Westland and the recently added location in Northville I can recommend the professional services offered by David Griffin and his family. All Griffin locations are run with an understated and professional demeanor, which become assets to the communities they serve. The Beck road corridor needs service of all kinds and the residents of Novi would be fortunate to land a successful, growing business, such as Griffin Funeral Homes. The corridor demands more services and less housing given the obvious Beck road congestion on a daily basis. Please consider the needs of the community which would be met by this addition.**

**Best Regards,**

**Todd Gardiner**

**23142 Argyle St.  
Novi, Mi, 48374  
313-680-0009 cell**



**Komaragiri, Sri**

---

**From:** Gary Beason  
**Sent:** Wednesday, June 07, 2017 9:52 AM  
**To:** Komaragiri, Sri  
**Subject:** Griffin Funeral Home Planning Letter  
**Attachments:** Griffin Funeral Home\_G. Beason\_6.7.2017.pdf

Hi,

This is Gary Beason and I have attached a letter of recommendation for Griffin Funeral Home, whom I have used within the last 6 months.

I can be reached at the following if you have questions:

Gary Beason  
43518 Castlewood  
Novi, MI 48375  
(586) 291-8083

June 2, 2017

To the City of Novi.

I've been a resident of Novi for over 18 years. During that time I've watched the city evolve into a community that draws families in a very positive way.

Two years ago my husband of 46 years passed away. At such a distressing time, I sought out a funeral home where I found a staff that provided comfort and take charge attitudes that were so needed during this time. They provided comfort and peace of mind by doing their jobs so well. None of my families needs went unfulfilled. This was Griffin Funeral Home.

When looking for a funeral home in Novi, there isn't much to offer a place with the commitment of Griffin Funeral Home would meet that need. All of their funeral homes are tastefully appointed and fully

staffed with caring personnel

I can never redo my husband's funeral.  
I'm so grateful Guffin Funeral Home  
gave us an experience that was  
comforting and left us with no  
regrets about the decisions we  
made.

Karen Stephenson  
22090 Picadilly Cir  
Novi, Mi 48375

June 1, 2017

To Whom It May Concern,

I worked with David Griffin and Griffin Funeral Home extensively last year. David wanted to purchase my mom's property on Beck Road just north of 11 mile Road, so that he could build a funeral home.

David was kind, professional and was a pleasure to work with. He didn't just want to build a funeral home, he cared about how my mother felt about the process. He asked to meet her. When he came he was extremely nice to her and talked to her about any concerns she might have.

My mother appreciated that he took the time to meet and check on her and make sure she was really comfortable with what his plans were.

After meeting with David a couple of times I could see that he is an astute businessman. I could see how fervently he wanted to expand his business into the Novi area.

Unfortunately, because of wetland set backs the property my mother owns was not large enough to accommodate the facility he wanted to build. David tried securing adjoining property to expand the parcel, but regrettably, nothing worked.

In my opinion David and the Griffin Funeral Home would be a positive addition to the Novi community.

Sincerely,

A handwritten signature in cursive script that reads "Thomas C. White". The signature is written in black ink and is positioned below the word "Sincerely,".

Thomas C. White

26250 Beck Rd.

Novi, MI 48374



To whom it may concern:

My name is James Santeiu and my family owns Santeiu Vaults in Livonia. We manufacture cement burial vaults and run a crematory. We have worked closely with the Griffin family in many different capacities over the years. I am a proud resident of the city of Novi for over 10 years and am active in our great community. I currently reside at 26349 Mandalay Circle, which is adjacent to the proposed development of Griffin Funeral Home.

The Griffin family members are pillars of the communities in which they reside and own businesses in. David Griffin's philanthropic activity is well known throughout Metro Detroit. Our businesses have worked together closely on reuniting unclaimed remains with families. He also champions a number of charities and supports chambers of commerce and local churches.

Novi has a very young population and as the population ages it's important to have more options for funeral service. There hasn't been a new funeral home built in Novi or the surrounding areas for years. It is well known that due to the aging population, the death rate is projected to rise at a steep rate. A new funeral home would only benefit the city and its residents. Funeral homes are a welcome addition to the community because they are quiet and blend in with the surroundings. Often people don't even know they drive by them on a regular basis. David remodeled Northrop Sassaman's aging funeral home in Northville and turned it into a warm and inviting space. His funeral homes are well kept, beautiful and his integrity is well established.

Novi is a growing area but one thing that I've noticed are a lot of corporately owned businesses are opening. As an owner of a small family owned business, I myself prefer to frequent other small businesses. I know a lot of community members in Novi feel the same. When people are purchasing flowers or other goods to send to mourning families, they often go through businesses that are local to the funeral home. That will only help grow Novi's economy.

I close with a personal story of how the Griffin family and their funeral services helped me personally. A couple of years ago a close friend of our family, Jill Conley, lost her battle to cancer. She had no insurance and struggled to pay mounting medical costs. When she passed away, she did not have funds left to pay for her funeral services. After David read about her story, he generously offered to pay for the entire funeral service. I firmly believe that it would be in the best interest of the city to allow the construction of the funeral home on the proposed location. I have talked to many neighbors and they are in favor of the proposal of the new funeral home. They like the fact that the building would look like a home and keep traditional hours of a funeral home. Thank you very much for your time.

Sincerely



James M. Santeiu



June 8, 2017

Novi Planning Commission:

I am writing in support of the proposed Griffin Funeral home in Novi. I believe that there is a real need in our community for a new funeral home. The location on Beck Road would be a perfect use for that property rather than another subdivision. I feel that the City of Novi would be lucky to secure an established business like Griffin Funeral Home.

Sincerely,



Michele McCraith  
41637 Steinbeck Glen  
Novi, MI 48377

**TRAFFIC IMPACT STUDY**



*L.J. Griffin Funeral Home*

# Proposed Funeral Home Traffic Impact Study





## *L.J. Griffin Funeral Home*

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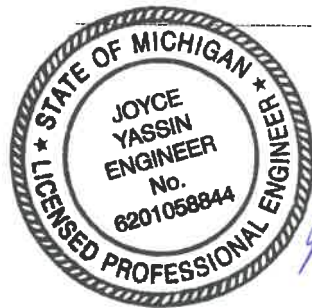
# Proposed Funeral Home Traffic Impact Study

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A handwritten signature in blue ink that reads "Joyce Yassin".

Date: June 5, 2017  
Reference: H-U0639.00  
Status: Final

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# 1 Introduction

## 1.1 Background

L.J. Griffin Funeral Home, Inc. (Griffin) currently provides mortuary services for the metro Detroit area from four locations, including facilities in Canton, Livonia, Northville, and Westland. The owner is looking to construct a fifth funeral home in the southwest quadrant of W 11 Mile Rd and Beck Rd in Novi, MI. Opus International Consultants Inc. (Opus) was retained by the owner to perform a Traffic Impact Study (TIS) to assess the impacts of the proposed development on the nearby intersection. This was initiated to help address concerns raised by local residents. The extent of the study area and approximate location of the proposed development is detailed in Figure 1. Documents previously provided to the City of Novi have been provided in the Appendix and provide additional details regarding the proposed property plans as well as additional information provided by Griffin. This includes several letters of support from various organizations in the areas served by existing Griffin funeral homes.

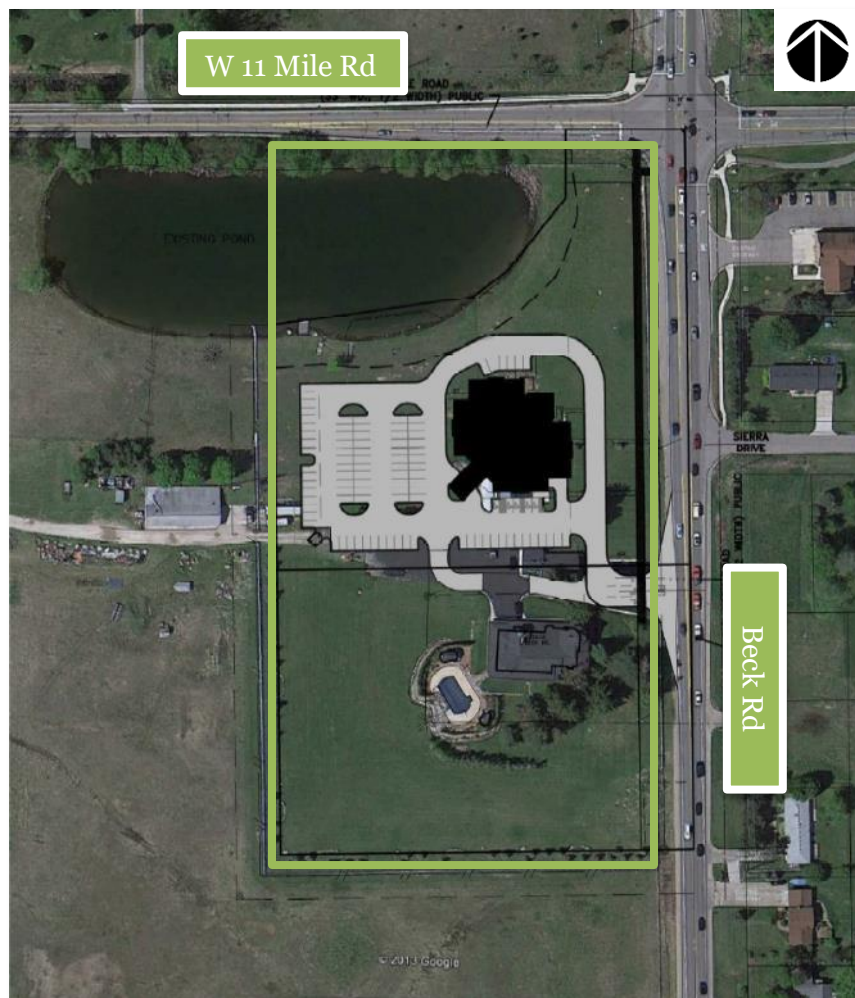


Figure 1: Proposed Development Map (Source: Zeimet Wozniak Associates)

Per the project owner, the proposed Novi funeral home development is expected to service a geographic area between I-96 and 8 Mile Rd and from I-275 to approximately four miles west of the proposed development location. The anticipated funeral service times for the proposed facility are from 10:00AM – 1:00 PM and from 3:00PM on for visitation periods. Additionally, a maximum of two visitations may be allowed at any one time and only one service may be conducted at any time. Figure 2 provides the approximate geographic area to be serviced by the proposed funeral home. It should be noted that friends, relatives, and other attendees are expected to arrive from beyond the area detailed below, and will likely arrive via the I-96 and Beck Rd interchange to the north.



Figure 2 - Novi Funeral Home Development Expected Service Area

## 1.2 Study Objectives

The purpose of the study was to quantify the impacts of the proposed development on the intersection of W 11 Mile and Beck Rds. Members of the team visited the study area to observe traffic patterns and collect turning movement counts for the intersection during morning and evening peak hours. This study measured the impacts of the proposed funeral home on the surrounding network by modeling two scenarios for existing and future traffic patterns. Additional traffic data was collected at three funeral homes to help guide the development of the final analysis. Based on the specific periods of operation of the proposed funeral home and data collected at existing locations, the traffic operational models consisted of the following scenarios:

- Service Hours – AM Peak (11:45AM – 12:45PM)
- Visitation Hours – PM Peak (5:00PM – 6:00PM)

### 1.3 Baseline Conditions

Traffic counts were collected at the study intersection (W 11 Mile and Beck Rds) during the peak times within the anticipated service and visitation operations of the proposed facility. These were determined based on hourly volume information collected by the Southeast Michigan Council of Governments (SEMCOG). Additional details are provided in Section 2 – Traffic Volume Information. This information, combined with the signal timing plan made available through the Road Commission for Oakland County, as well as the physical configuration of the intersection were used to develop a baseline Synchro model. The results of the model were compared against actual observations to help ensure the results would be representative of the specific intersection.

### 1.4 Future Conditions

The assumptions made for the future includes the development of the proposed funeral home based on the plans provided by Zeimet Wozniak. This includes the development of a funeral home with a total building footprint of 12,000 square feet, which includes a chapel at approximately 1,500 square feet and two visitation rooms. The proposed facility will include a total of 98 parking spaces with one entrance on Beck Rd south of the intersection. Expected trips generated by the proposed facility were distributed within the intersection based on collected inbound and outbound traffic proportions, with additional details of the analysis provided in Section 3 – Traffic Operational Analysis.

### 1.5 Study Methodology

The following provides a brief overview of the study methodology used to develop the TIS.

1. Initial conversations were held with Griffin, Zeimet Wozniak, and the City of Novi to exchange documents and other information and to confirm the required timeline for delivery.
2. Opus collected existing traffic count data on six separate occasions as shown in Table 1. This data was collected primarily through in person observations and manual counts with some supplemental video recording.

**Table 1: Data Collection Schedule**

Operational Model	Date and Time	Location	Timeframe
			Manual Count of Traffic Movements
PM Peak (Visitation)	Thursday, May 25, 2017	Canton Funeral Home	5:00PM – 8:00PM
AM Peak (Service)	Friday, May 26, 2017	Canton Funeral Home	10:30AM – 12:00PM
PM Peak (Visitation)	Friday, May 26, 2017	Northville Funeral Home	4:00PM – 6:15PM

Operational Model	Date and Time	Location	Timeframe
			Manual Count of Traffic Movements
PM Peak (Visitation)	Saturday, May 27, 2017	Westland Funeral Home	5:00PM – 8:00PM
AM Peak (Service)	Tuesday, May 30, 2017	Westland Funeral Home	10:30AM – 12:00PM
Baseline Condition	Wednesday, May 31, 2017	W 11 Mile Rd & Beck Rd	10:00AM – 12:00PM
	Thursday, June 1, 2017		3:30PM – 6:00PM 12:00PM – 1:00PM

3. Given the unique nature of the funeral home and the services provided therein, two methods were used to estimate the number of trips generated by the proposed development in the AM and PM peak periods. The traffic counts collected at the three existing funeral home locations were used to develop estimates during the PM visitation peak period at the proposed facility, while taking variations in building footprint into consideration. Several variations of the Church category in the *Institute of Transportation Trip Generations, 9<sup>th</sup> Edition* were tested to select the dataset that most closely reflected the observations made at the existing funeral homes. This was used to estimate the traffic generated at the proposed development during the AM service peak hour. These two methods were used due to the similar operations experienced during a church service when attendance is more compressed, similar to that experienced at a funeral service. Traffic generation during the visitation period was calculated using collected data at the existing locations as the longer event period was less conducive to the *Institute of Transportation Trip Generations, 9<sup>th</sup> Edition* more condensed peak hour estimates.
4. Using the data collected and the expected trips generated by the proposed funeral home, traffic operational models were developed using Synchro Version 8 software to assess the impacts on the intersection of W 11 Mile Road and Beck Road. These models included the following scenarios:
  - Baseline AM Peak Period
  - Baseline PM Peak Period
  - Future AM Peak Period (w/proposed funeral home)
  - Future PM Peak Period (w/proposed funeral home)
5. This report was prepared to discuss the findings of this study and provided to Griffin and the City of Novi.

## 2 Traffic Volume Information

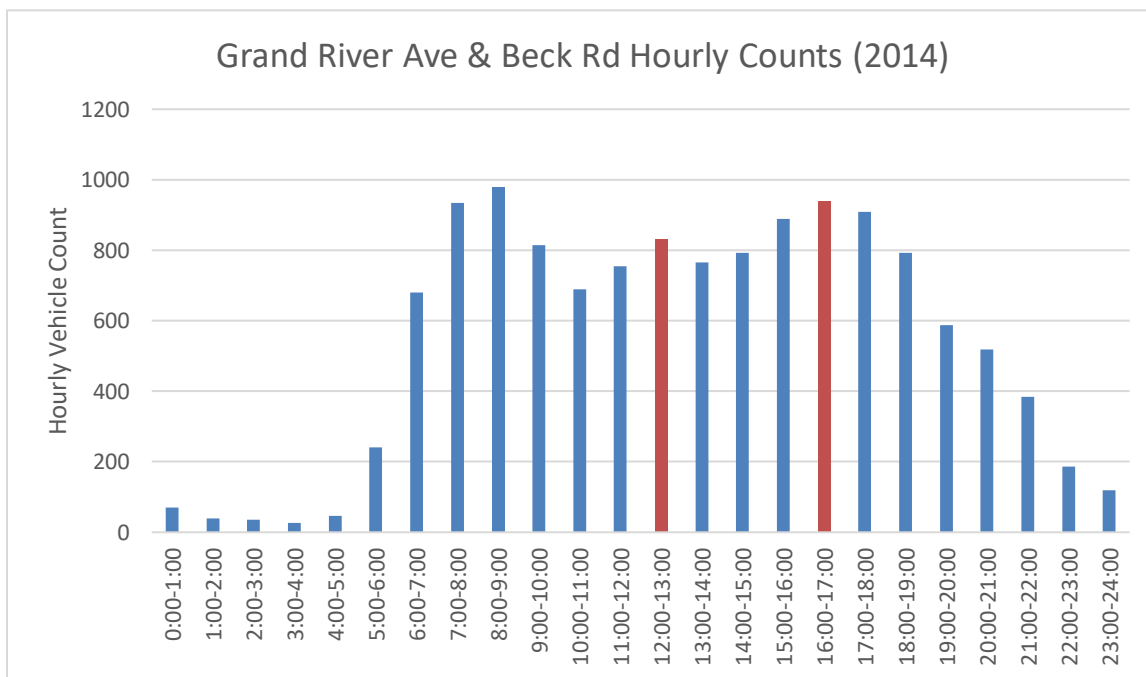
### 2.1 Weekend and Weekday Counts

As previously mentioned, traffic volumes and turning movement counts were collected at three funeral home locations as well as the intersection of W 11 Mile Rd and Beck during the anticipated peak periods. These were identified based on the visitation and service schedules for the respective existing funeral home locations and from traffic volume data provided by SEMCOG for the intersection. The visitation and service schedule included in the data collection process as well as graphs summarizing the available traffic data for the intersection are provided in Table 2 and Figure 3, respectively. The hourly traffic counts were located at Grand River Ave / Beck Rd and 10 Mile Rd / Beck Rd.

**Table 2 - Existing Funeral Home Service Schedules**

Location	Event	Date & Time	
Canton	Visitation	Thursday, May 25 <sup>th</sup> , 2017	1:00PM – 9:00PM
	Service	Friday, May 26 <sup>th</sup> , 2017	11:00AM
Northville	Visitation	Friday, May 26 <sup>th</sup> , 2017	4:00PM – 8:00PM
Westland*	Visitation	Saturday, May 27 <sup>th</sup> , 2017	5:00PM – 9:00PM
	Service	Tuesday, May 30 <sup>th</sup> , 2017	11:00AM

*\*Note: The Westland location consists of corporate offices that service all locations. Traffic counts may have captured trips associated with corporate functions that would not occur at the proposed location.*





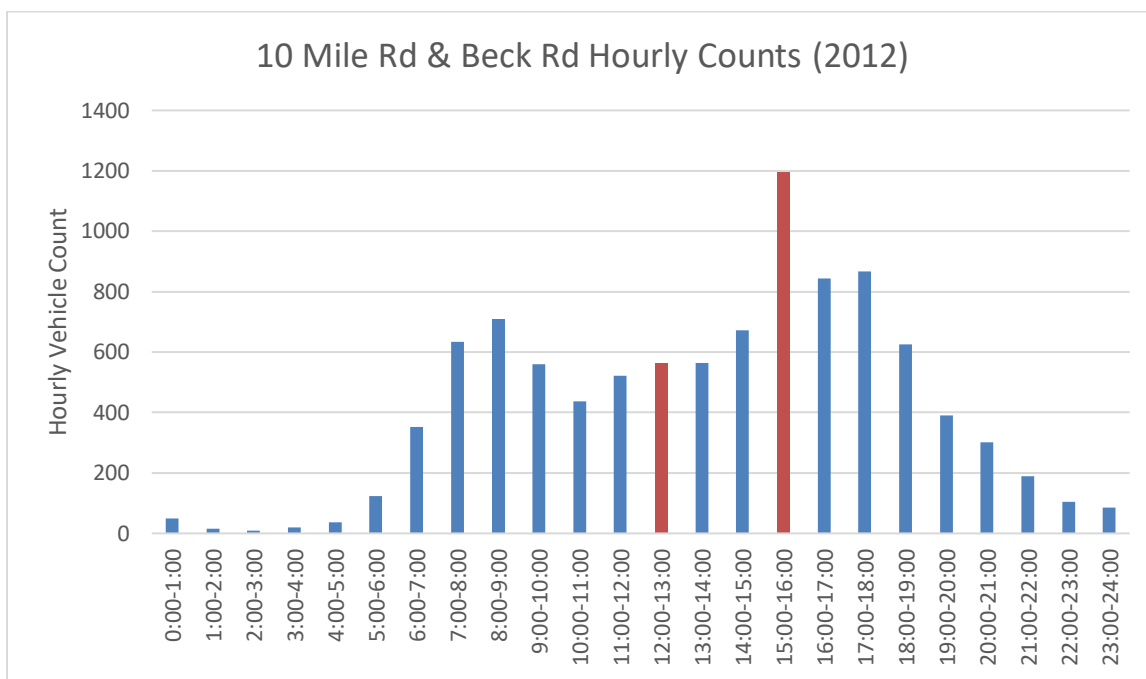


Figure 3 - Hourly Traffic Volume Counts (Source: SEMCOG)

The trend in traffic volumes shown in these graphs assisted in identifying the peak hours detailed in Section 2.2. As specific hours of operation for the proposed funeral home have been identified, peak hours and data collection have been identified within those time periods and are intended to represent a “worst case” scenario. As the volumes along W 11 Mile were considerably lower than along Beck Rd, it was assumed that Beck Rd controlled the peak period.

It is important to note, that as the proposed development will not be open before 9:00AM and any morning services are expected to occur between 10:00AM and 1:00PM, the peak hour for the road during this time was selected for the analysis to reflect anticipated traffic conditions during the morning peak for the funeral home development.

Concerns regarding the closure of M-5 in the area were raised suggesting that traffic may have been affected along Beck Rd. The hourly traffic counts provided by SEMCOG were compared with the north and southbound traffic counts collected at the intersection. The proportions of north and southbound vehicles traveling through the intersection based on data collected were not significantly different than the historic traffic volumes provided by SEMCOG. Additionally, based on the local network configuration, it is expected that most potential detour traffic is likely using Grand River to travel to and from the expressway, mitigating any potential impact on operations at the study intersection.

## 2.2 Peak Hour Analysis

The peak hour was determined based on the sum of the entering and exiting movement counts at the funeral home locations during the AM service and PM visitation periods. The peak hour identified for each scenario varies slightly when compared with the historic volumes provided by SEMCOG but align more closely with the peak periods identified through present day data collection at the intersection of W 11 Mile Rd and Beck Rd, as detailed in the following sections.

### 2.2.1 AM Funeral Service Operations

The data for the morning funeral service operations were collected from 10:30AM – 12:00PM during weekdays (Friday and Tuesday). The anticipated funeral service times for the proposed facility are from 10:00AM – 1:00PM. As such, operations are not expected to impact local operations during the AM peak of the surrounding network. This also eliminates any conflicts with local school bus route operations, as noted in the letter of support provided by the Novi Community School District Director of Transportation. The data collected during the one hour that experienced the most amount of traffic during this time period was used for the future AM model. This model was used for comparison purposes to demonstrate the impact that the peak hour operations for funeral services would have on the local intersection. As shown in Figure 4, the one hour that experienced the most amount of traffic for the existing funeral homes varied by approximately one hour with each peak hour highlighted in their respective colors. The higher of the two was selected to calculate a peak hour factor and the proportion of the entering and exiting movements for the model as it represented a more conservative approach.

It should be noted that no processions were observed during the data collection process. According to the information provided by the project owner and detailed in a letter by Zeimet Wozniak Associates, a total of four processions were held at the Canton and Northville funeral home locations during January through April of this year. It was also noted that an average of 12 vehicles is typical per procession.

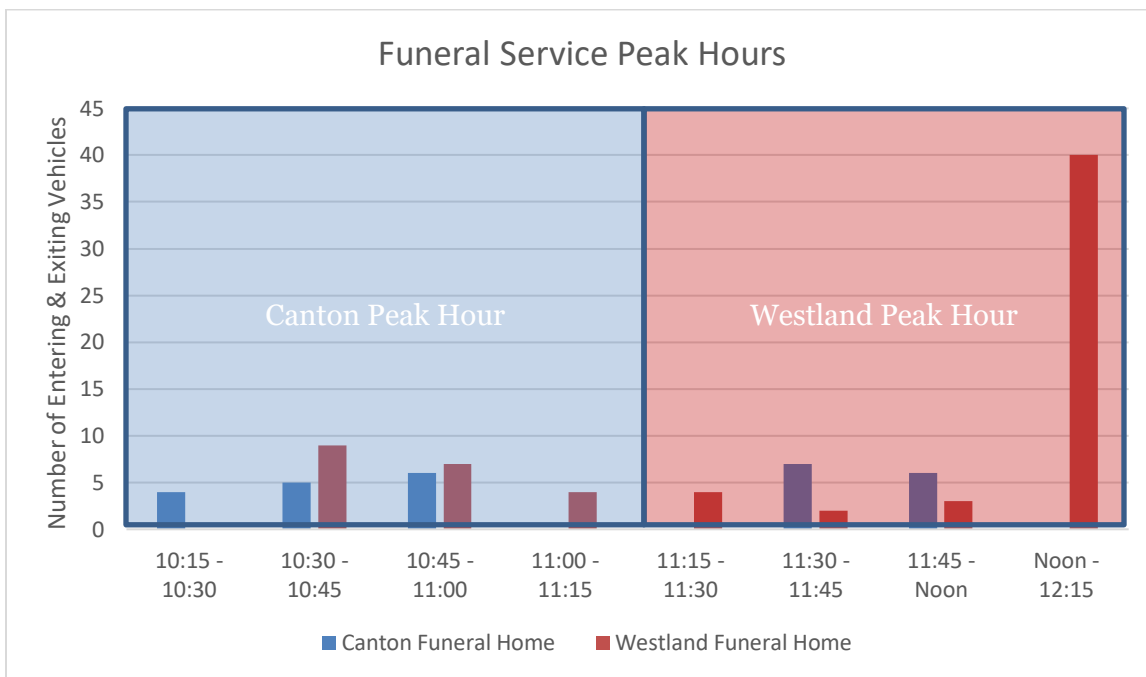


Figure 4: AM Funeral Service Peak Hours

Corresponding turning movement counts were collected at the intersection of W 11 Mile and Beck Rds during a similar time period. Turning movement counts for the intersection were collected from 10:00AM – 1:00PM and are detailed in Figure 5.

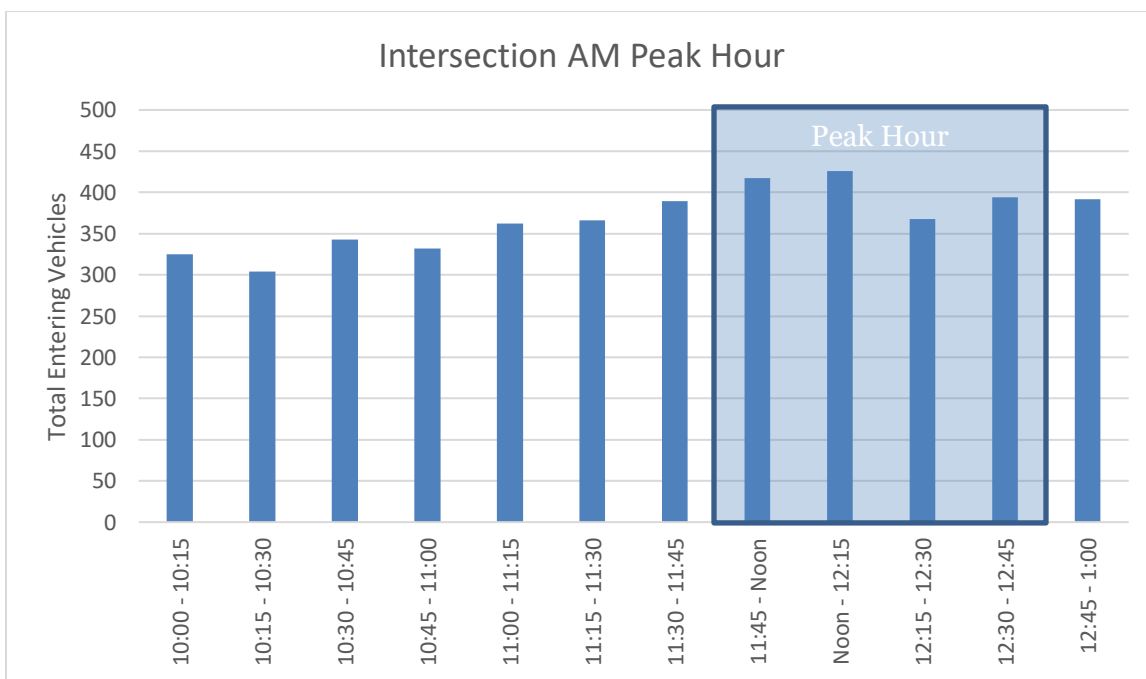


Figure 5 - W 11 Mile Rd & Beck Rd AM Peak Hour

The peak hours for both the funeral homes and intersection were used to identify the “worst case scenario” for the morning period. This is intended to represent the potential for the greatest impact during the morning period for the proposed funeral home development. The peak hour for the intersection during anticipated service operations was identified to be 11:45AM – 12:45PM.

### 2.2.2 PM Visitation Operations

The data for the evening visitation operations were collected from 5:00PM – 8:00PM and from 4:00PM – 6:00PM during weekday and weekend periods (Friday and Saturday). This period was identified as it provided a level of consistency across the varying visitation schedules and assumed most attendees would arrive after the typical 5:00PM end to the work day. The data collected during the one hour that experienced the most amount of traffic during this time period was used for the future PM model. This model was used for comparison purposes to demonstrate the impact that the peak hour operations for visitations would have on the local intersection. As shown in Figure 6, two of the three locations experience the same peak hour while the third location (Northville) experience the PM peak hour roughly fifteen minutes behind the first two. The 5:00 – 6:00PM time period was identified as the busiest time for the majority of the locations where data was collected for the visitation period.

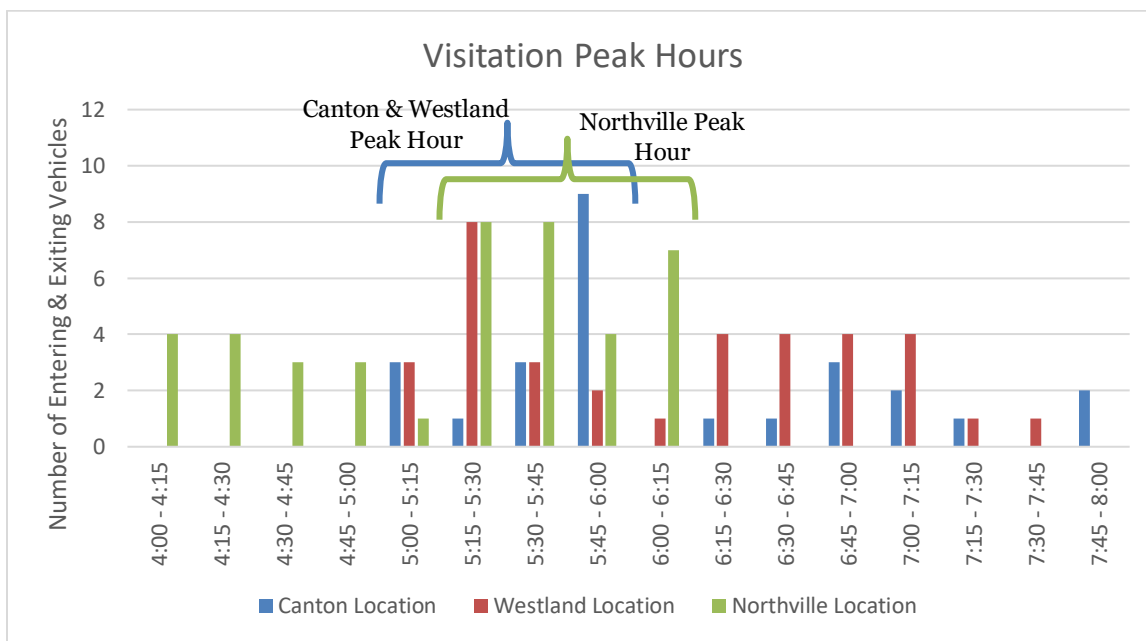


Figure 6: AM Funeral Service Peak Hours

Corresponding turning movement counts were collected at the intersection of W 11 Mile and Beck Rds during a similar time period. Turning movement counts for the intersection were collected from 3:30PM – 6:00PM and are detailed in Figure 7 with the peak hour highlighted in blue.

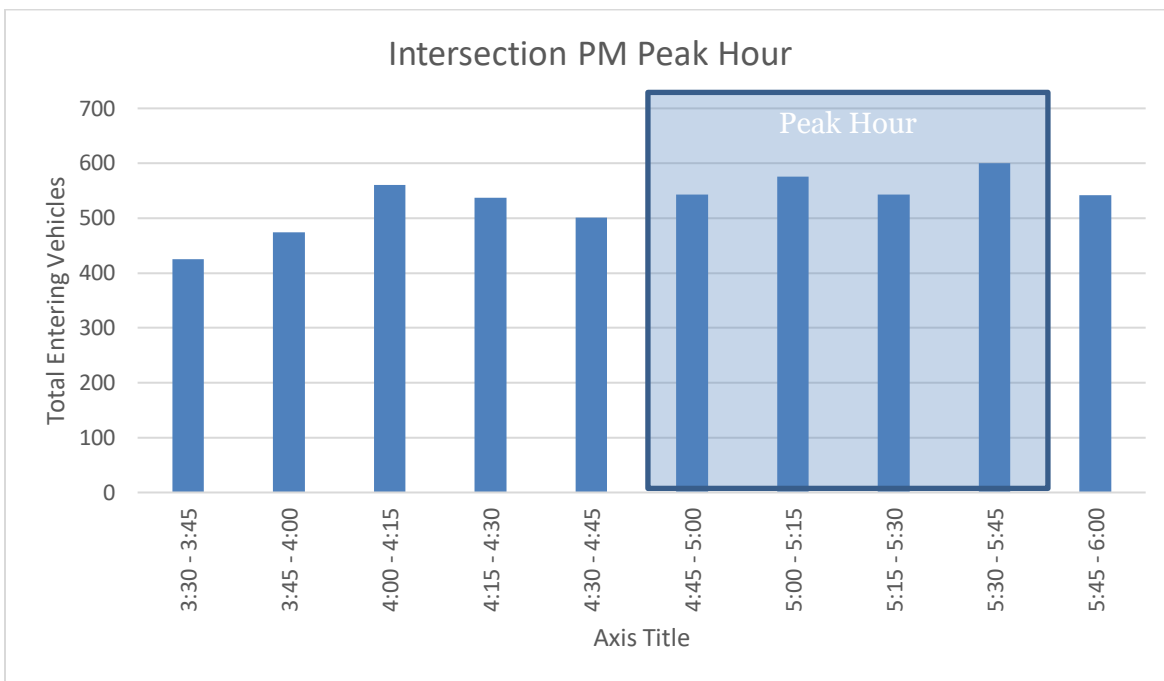


Figure 7 - W 11 Mile Rd & Beck Rd AM Peak Hour

The peak hours for both the funeral homes and intersection were used to identify the worst-case scenario for the evening period. This is intended to represent the potential for the greatest impact during the evening period for the proposed funeral home development. The peak hour for the intersection during funeral visitations was identified to be 4:45PM – 5:45PM.



## 2.3 Existing Traffic Patterns

The existing traffic patterns are presented in Figure 8 and 9 of the following sections. They are based on data collected at the intersection of W 11 Mile Rd and Beck Rd during AM service and PM visitation peak periods. Data collected during these periods included turning movement counts for all approaches, the proportion of heavy vehicles (trucks and busses) moving through the intersection, and any pedestrian or bicyclist activity observed during the study. Additionally, traffic signal information was provided by the Road Commission for Oakland County.

### 2.3.1 AM Peak Traffic Volumes

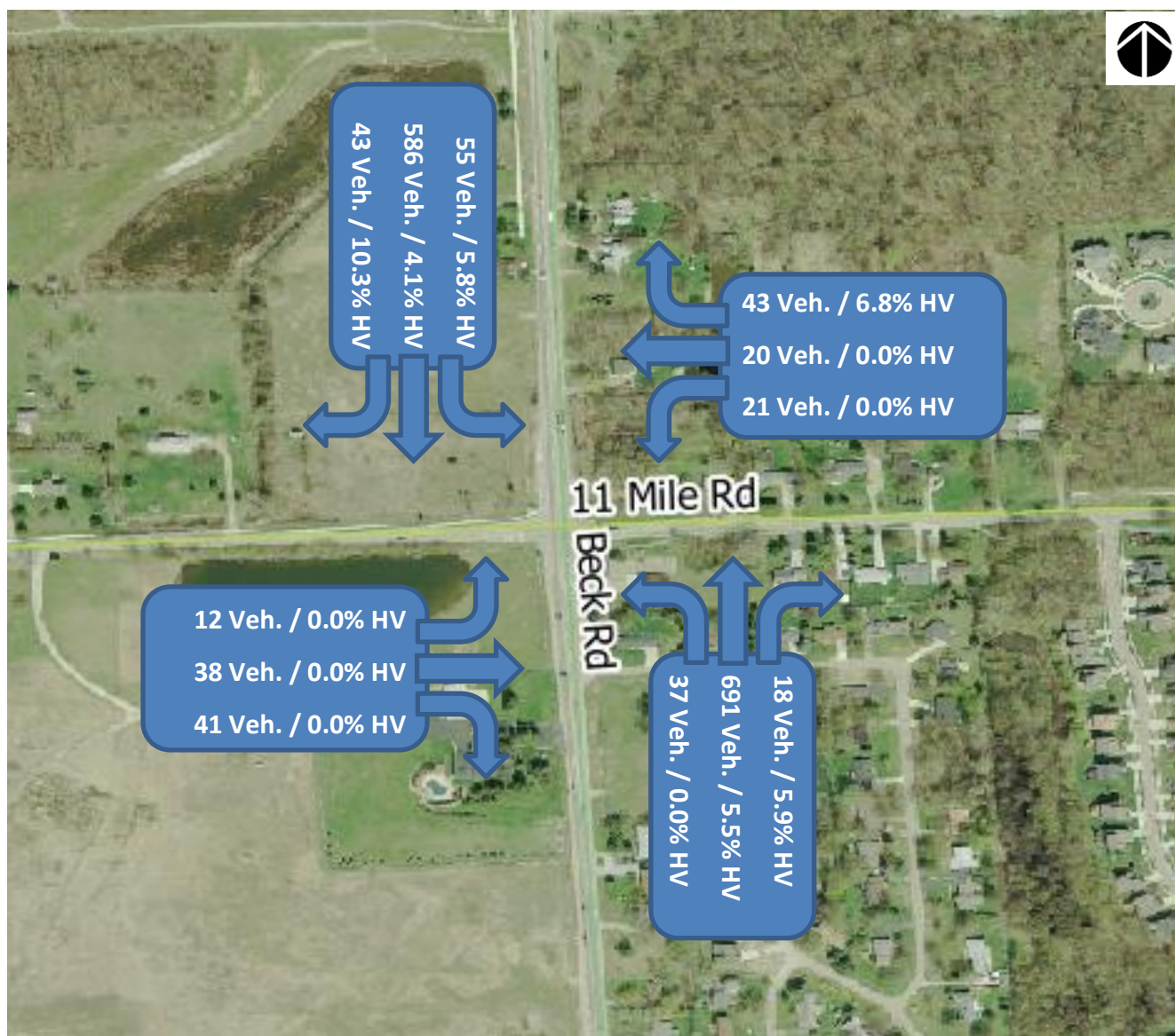


Figure 8 - AM Peak Traffic Volumes

2.3.2 PM Peak Traffic Volumes



Figure 9 - PM Peak Traffic Volumes

## 2.4 Proposed Funeral Home Trip Generation

The primary focus of the TIS is the assessment of the visitation and service offerings at the funeral home. It is during these periods that the greatest number of trips are expected to be generated by the proposed development. Traffic volumes generated by the proposed development were based on a combination of data collection at existing funeral home locations and the *Institute of Transportation Engineers Trip Generation, 9<sup>th</sup> Edition*. This is intended to develop conservative, yet representative trip generation estimates for the proposed funeral home. While there is no trip generation information provided in the 9<sup>th</sup> Edition specifically for funeral homes, several variations of the information provided for churches (ITE Trip Generation, 9<sup>th</sup> Edition – 560) were tested using the data collected at the existing funeral homes to determine the most representative trip generation estimate.

### 2.4.1 AM Service Operations

The information provided for churches on Saturday for the peak hour of the generator (church in this instance) provided a relatively reliable, conservative estimate of the peak hour identified during the data collection at the existing funeral home locations. Figure 10 provides the excerpt from the Institute of Transportation Engineers Trip Generation, 9<sup>th</sup> Edition which was used to develop the generation estimates for the morning service period. This was selected as the more condensed nature of the funeral service more closely resembles that of a church service.

**Church  
(560)**

---

**Average Vehicle Trip Ends vs: 1000 Sq. Feet Gross Floor Area**  
**On a: Saturday,**  
**Peak Hour of Generator**

Number of Studies: 6  
 Average 1000 Sq. Feet GFA: 19  
 Directional Distribution: 71% entering, 29% exiting

---

**Trip Generation per 1000 Sq. Feet Gross Floor Area**

Average Rate	Range of Rates	Standard Deviation
3.54	0.40 - 23.32	6.87

**Figure 10 - ITE Trip Generation, 9th Edition Excerpt**

Based on the building footprint of the proposed funeral home, the trip generation was estimated at 43 vehicles entering or exiting during the peak hour. One discrepancy is the use of the Northville entering and exiting proportions as it represented the greatest number of vehicles traveling through the intersection. This was selected as it better reflected observed ratios and resulted in a total estimate of 37 entering and 6 exiting vehicles for the AM service period. This traffic was distributed through the intersection under the assumption that most attendees to any services would approach from the I-96 and Beck Rd interchange and return the same way. Figure 11 illustrates the expected future traffic volumes.





Figure 11 - Future AM Peak Traffic Volumes

### 2.4.2 PM Visitation Operations

Periods of visitation for the deceased typically occur during the afternoon and evening hours. Griffin has noted that this practice will remain for the proposed development. Several visitation periods observed during the study had durations of eight hours in length. Additionally, the observed funeral homes are furnished with two or more visitation rooms, allowing for more than one visitation at a time. The testing of several trip generation schemes for churches did not provide a sufficiently representative estimate when compared with existing funeral homes. This is due in part to the longer event duration which has a tendency to lower the peak period volume, as visitors are able to arrive and depart as they wish.

As an alternative, representative trip generation rates were developed for the PM visitation period based on the data collected from the existing funeral homes. The varying building footprint sizes were taken into consideration as the rates were developed as the number of vehicles per thousand square feet of building footprint. In order to develop conservative estimates, the data collected from the Northville funeral home were used in the analysis. Multiple visitation rooms to be provided at the proposed facility present the potential for multiple visitations occurring at the same time. As only one visitation was in progress at the Northville location during data collection, the results were doubled to represent the potential for two visitations to occur at the same time. The following calculations detail the steps taken to develop the trip generation estimate for the worst-case PM visitation period at the proposed development.

$$\frac{\text{Northville Peak Hour Count}}{\text{Northville Building Footprint}} = \frac{\text{Proposed Development Peak Hour Count}}{\text{Proposed Novi Building Footprint}}$$

$$\frac{27 \text{ veh}}{\frac{10,000\text{sqft}}{1,000}} = \frac{X}{\frac{12,000\text{sqft}}{1,000}}$$

$$X = 12 * \left(\frac{27}{10}\right)$$

$$X \approx 33 \text{ vehicles per visitation}$$

As the proposed development has two visitation rooms which may be in use at the same time, the trip generation estimate was doubled to reflect a worst-case scenario for a total of 66 entering and exiting vehicles. The data collected at the Northville location was used to estimate the portion of entering and exiting vehicles during the peak hour. This resulted in an estimated 40 vehicles entering and 26 vehicles leaving the proposed development during the PM peak period. This traffic was distributed through the intersection under the assumption that most attendees to any services would approach from the I-96 and Beck Rd interchange and return the same way. Figure 12 illustrates the expected future traffic volumes.



Figure 12 - Future PM Peak Traffic Volumes



### 3 Traffic Operational Analysis

An operational analysis was undertaken for the intersection within the study area identified in Section 1.1 to determine existing and future performance. Intersection performance was evaluated by calculating the Levels of Service (LOS) as defined in the *Highway Capacity Manual*<sup>1</sup> and summarized in Table 3. Synchro Version 8 software was used with the parameters provided in the following sections.

Table 3 - LOS Criteria

LOS	Brief Description	Delay per vehicle (seconds)
		Signalized Intersection
A	Represent excellent operation with minimal or no delays.	0-10
B		>10-20
C	Typical operating levels when some delays occur.	>20-35
D		>35-55
E	Congested situations and improvements are usually considered at these levels.	>55-80
F		>80

The features of the base model consist of the existing study area characteristics including intersection geometry, signal timing, and lane use. Two base models were developed, one for the AM peak period and one for the PM peak period. Additional information used to calibrate the base models includes the peak hour factor (calculated for both periods as well as unique factors for the existing and future scenarios), percent of heavy vehicle traffic for each turning movement, the presence of pedestrian or bicycle traffic, and the length of the northbound queue approaching the intersection.

#### 3.1 AM Service Traffic Operations

The AM service baseline operations are intended to represent the traffic operations during the mid-morning period at the intersection which would coincide with any future funeral services. It should be noted that these analyses are designed to reflect expected worst case scenarios with typical traffic operations expected to perform at a lower level of delay at the intersection. As such, unique peak hour factors (PHF) were calculated for both the existing and future conditions in an attempt to provide conservative but representative analyses by ensuring the increased volumes were reflected in the PHF.

Under existing operating conditions, each intersection approach operates at a LOS C while the intersection as a whole also operates at a LOS C with a typical delay of 24.1 sec/veh. After distributing the expected trip generation volumes from the proposed funeral home development, approximately two to three seconds of delay are added to each of the approach delays while all the approach LOS remain at a C. Figure 13 provides a comparison of the LOS rating and approach delay for the existing and future conditions. The associated HCM Signalized Reports generated by Synchro 8 for the existing and future conditions are provided in the Appendix.

<sup>1</sup> *HCM 2010 Highway Capacity Manual, Volume 3: Interrupted Flow*. Washington, DC: Transportation Research Board of the National Academies, December 2010.

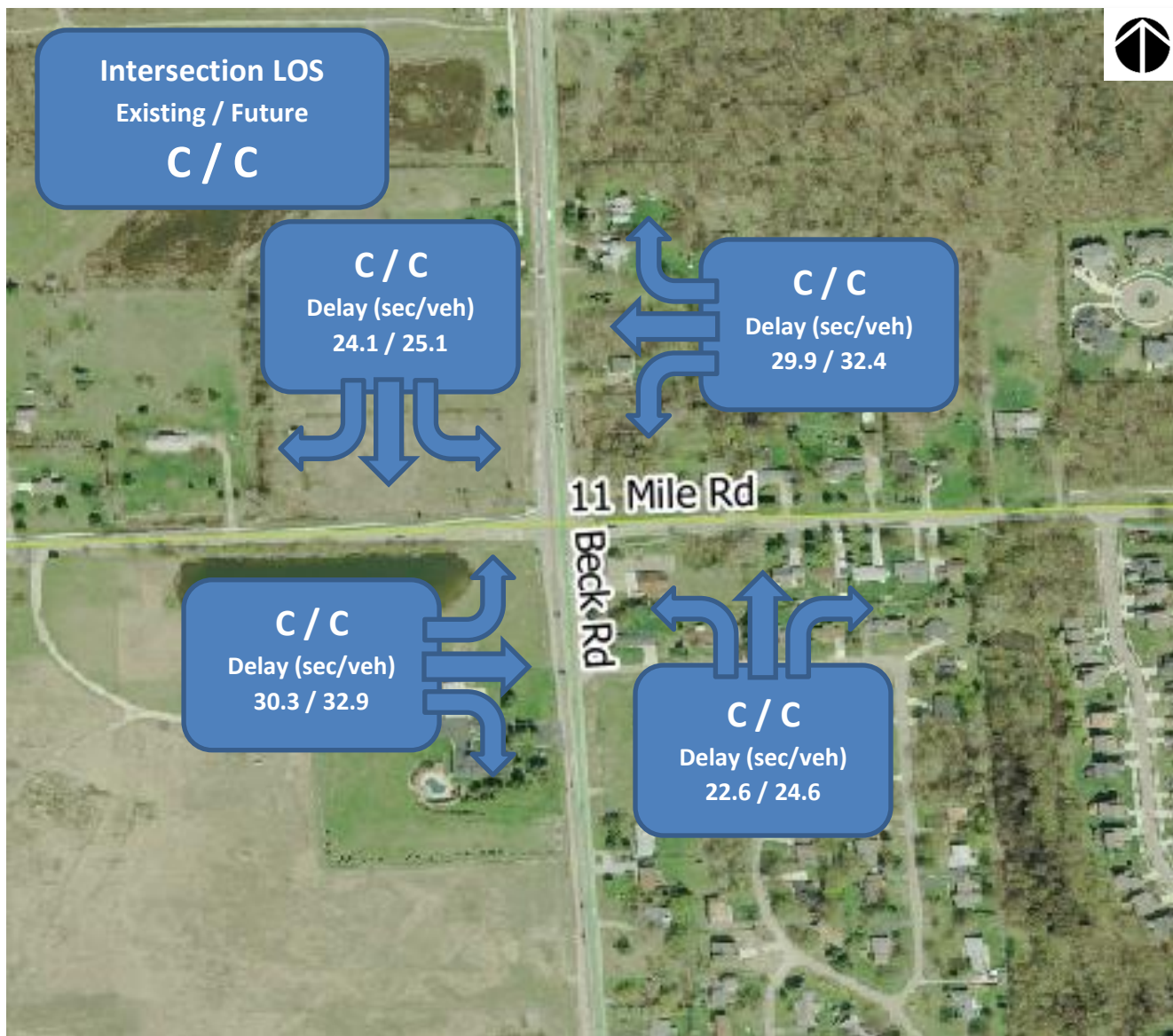


Figure 13 – Existing / Future AM Period Approach Level of Service

### 3.2 PM Visitation Traffic Operations

The PM visitation baseline operations are intended to represent the traffic operations during the evening period which would most closely coincide with the even peak hour. It should be noted that these analyses are designed to reflect expected worst case scenarios with typical traffic operations expected to perform at a lower level of delay experienced at the intersection. As such, unique PHF's were calculated for both the existing and future conditions in an attempt to provide conservative but representative analyses by ensuring the increased volumes were reflected in the PHF.

Under existing operating conditions, the north and southbound intersection approaches operate at a LOS C while the east and west approaches operate at a LOS D. The intersection as a whole currently operates at a LOS C with a typical delay of 30.2 sec/veh. After distributing the expected trip generation volumes from the proposed funeral home development, approximately three to five seconds of delay are added to each of the approach delays. Despite this minor increase in delay, no LOS ratings changed from the existing to the future condition. These relatively minor increases in delay are not expected to result in any appreciable changes in intersection performance. Figure 14 provides a comparison of the LOS rating and approach delay for the existing and future conditions. The associated HCM Signalized Reports generated by Synchro 8 for the existing and future conditions are provided in the Appendix.

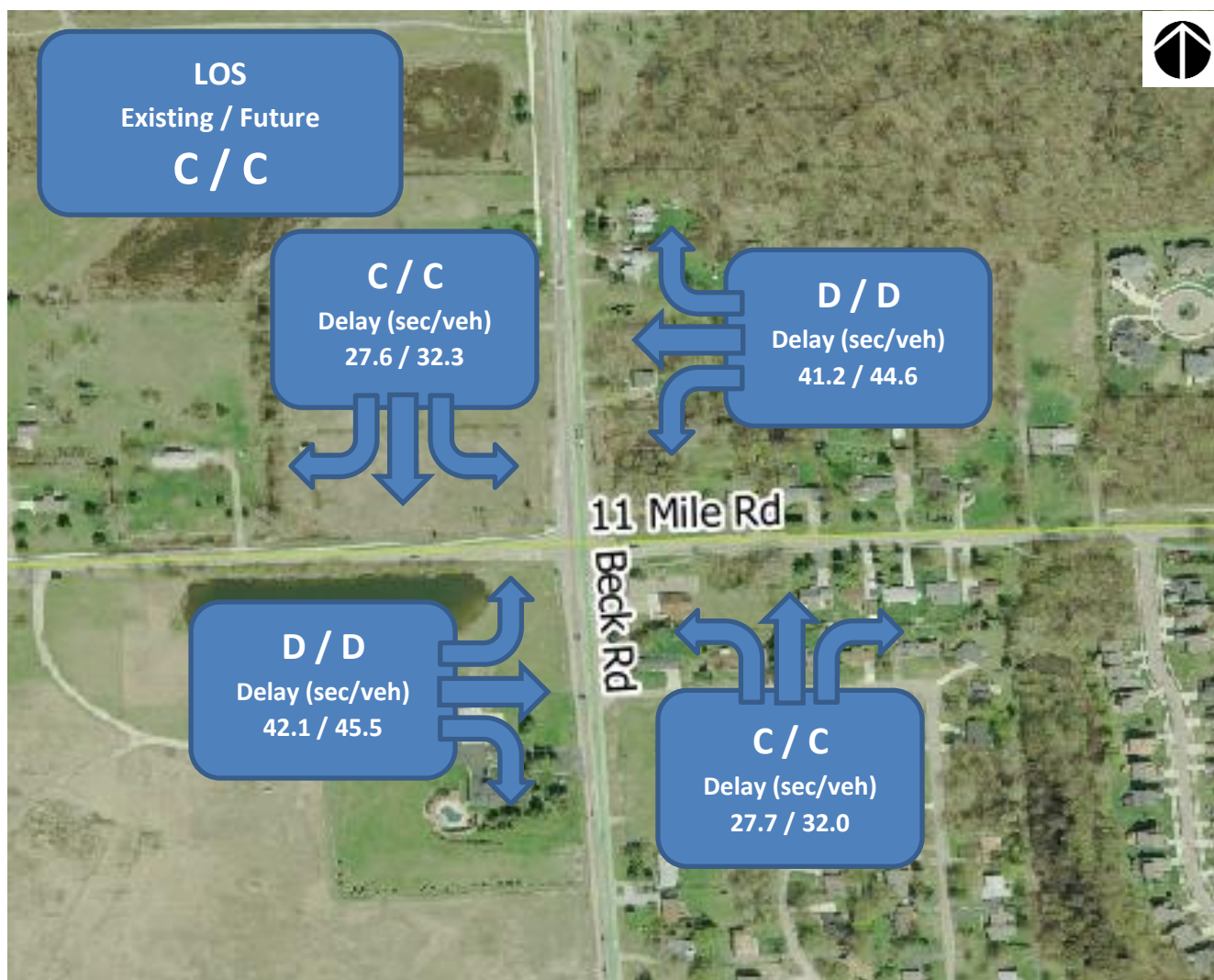


Figure 14 – Existing / Future PM Period Approach Level of Service

### 3.3 Northbound Queue Lengths

Queue lengths were noted during both data collection periods at the intersection and were modeled using Synchro 8. The Synchro results provide an estimate for the 50<sup>th</sup> and 95<sup>th</sup> percentile queue lengths for both the baseline and future scenarios. The 50<sup>th</sup> percentile is intended to represent typical traffic operations while the 95<sup>th</sup> represents expected worst case scenarios. Table 4 provides the average and max recorded queue lengths from the collected data at the intersection as well as the 50<sup>th</sup> and 95<sup>th</sup> percentile lengths calculated by the Synchro analysis.

Table 4 - Queue Length Comparison

Queue Lengths (ft)		Data Collection		Synchro Analysis	
		Average (Peak Hour)	Maximum (Full Period)	50 <sup>th</sup> Percentile	95 <sup>th</sup> Percentile
Existing	AM Period (10AM – 1PM)	200'	252'	335'	488'
	PM Period (3:30 – 6PM)	304'	474'	483'	861'
Future	AM Period (10AM – 1PM)	-	-	413'	564'
	PM Period (3:30 – 6PM)	-	-	550'	949'

As shown in the preceding table, the average observed queue lengths were approximately sixty percent of the 50<sup>th</sup> percentile queue lengths estimated by the Synchro analysis while the maximum observed queue lengths were just over fifty percent of the 95<sup>th</sup> percentile queue lengths. To estimate the future queue lengths with the proposed funeral home development, a scaling factor was developed to bring the Synchro queue length results in line with the observed queue lengths, as shown below in Table 5.

#### Example Calculation

*Average Queue Length*

$$= 413' \text{ (Future Synchro 50th Percentile Length)} \frac{200' \text{ (Observed Average Queue Length)}}{335' \text{ (Existing Synchro 50th Percentile Length)}}$$

$$\text{Average Queue Length} = 413' * \frac{200'}{335'}$$

$$\text{Average Queue Length} \approx 250'$$



**Table 5 – Calculated Queue Lengths**

Queue Lengths (ft)		Data Collection	
		Average (Peak Hour)	Maximum (Full Period)
Existing	AM Period (10AM – 1PM)	200'	252'
	PM Period (3:30 – 6PM)	304'	474'
Future	AM Period (10AM – 1PM)	250'	290'
	PM Period (3:30 – 6PM)	350'	525'

The proposed funeral home driveway centerline will be located approximately 465' from the existing northbound approach stop bar. As summarized in the preceding table, none of the average queue lengths are expected to reach this point on Beck Rd. The existing maximum queue and its estimated future length reach slightly beyond the proposed driveway. As shown by the analysis, the maximum observed queue length already reaches the proposed driveway location. Additionally, the maximum queue lengths are not expected to occur frequently, with the average queue length providing a more typical representation of traffic operations at the study location.

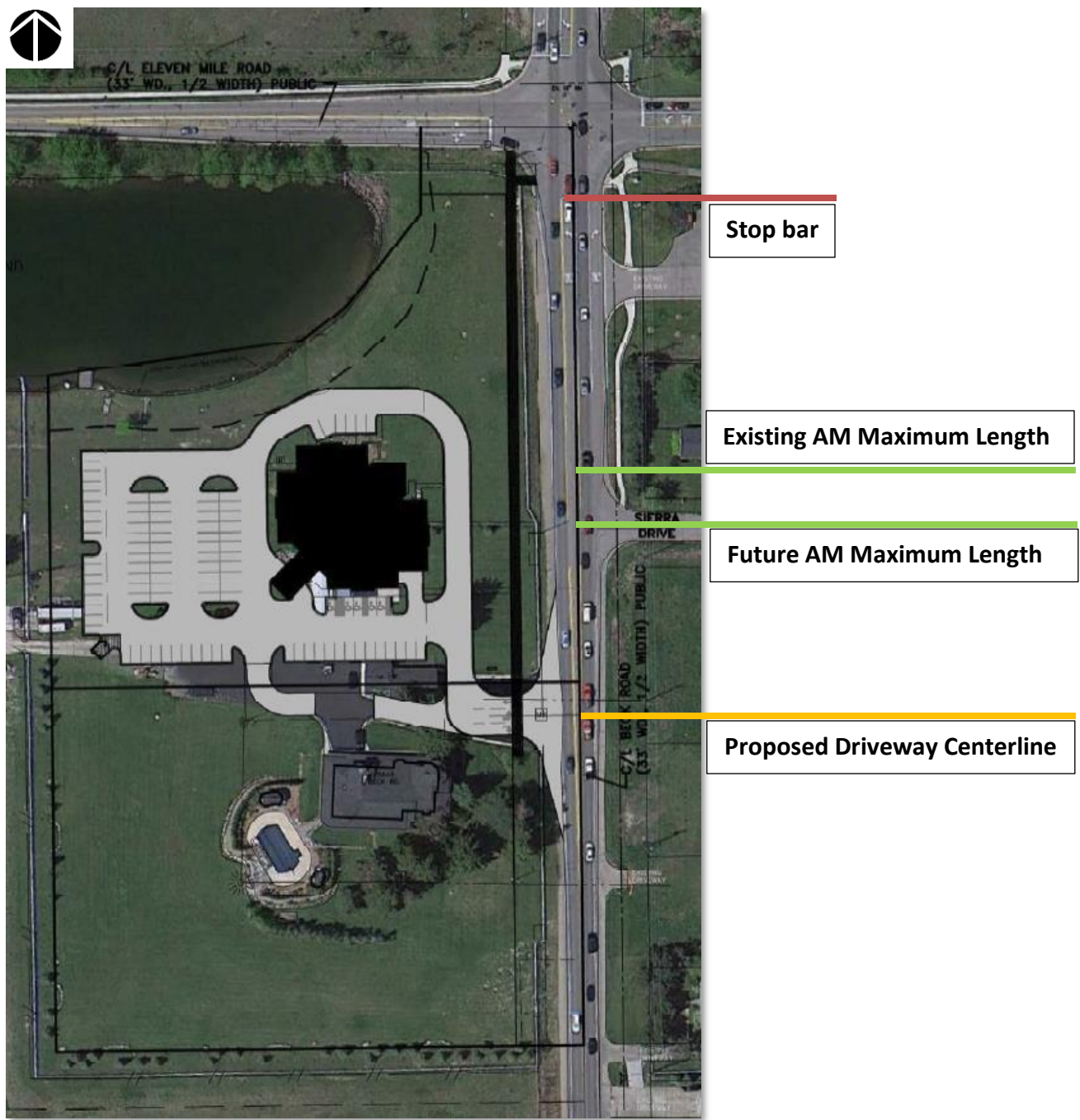


Figure 15 - Comparison of AM Period Queue Lengths (Base map Source: Zeimet Wozniak)



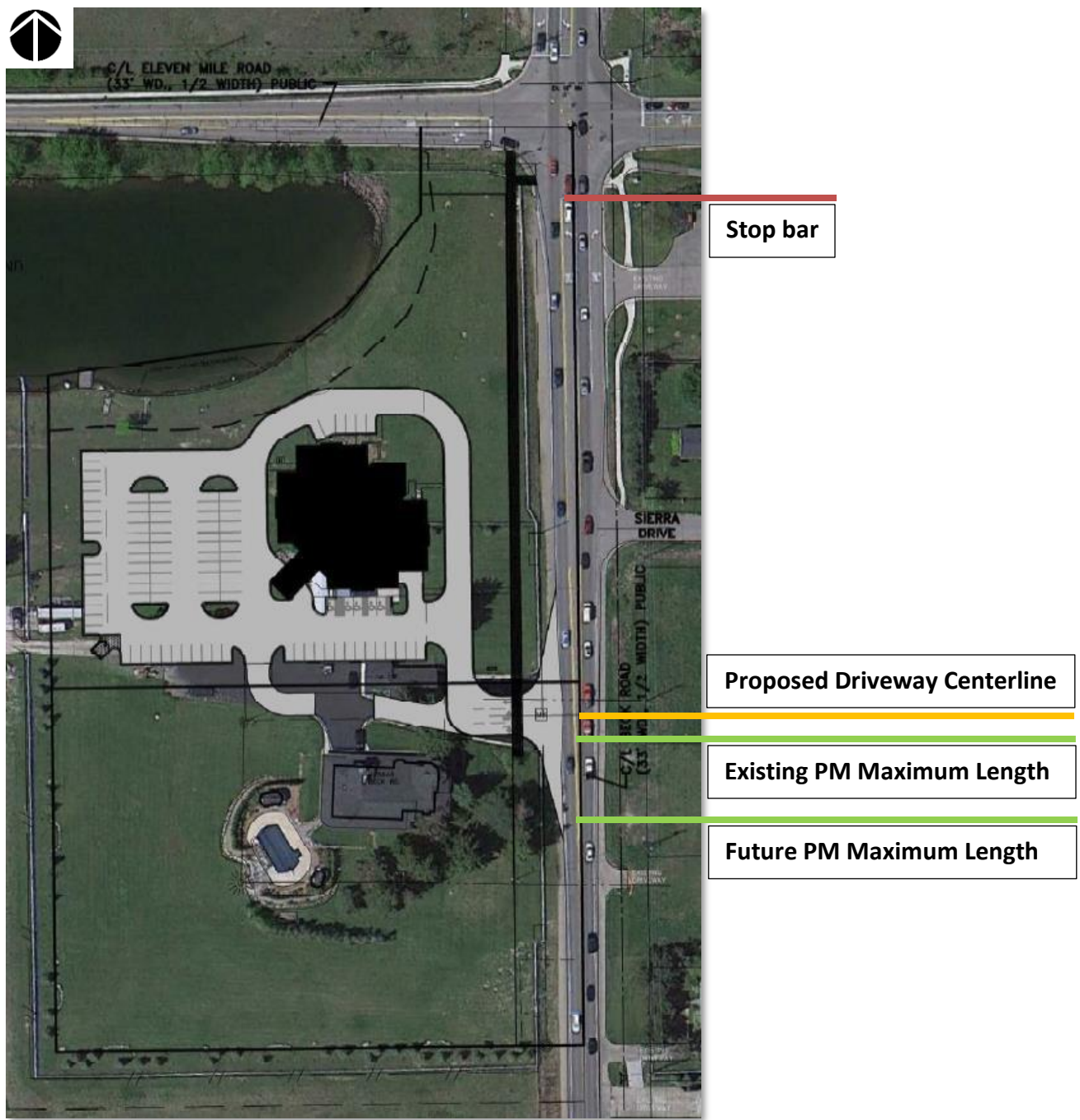


Figure 16 - Comparison of PM Period Queue Lengths (Base map Source: Zeimet Wozniak)

## 4 Summary of Findings

A new funeral home development including a chapel is proposed for the southwest corner of W 11 Mile Rd and Beck Rd in Novi, MI. This study quantified the anticipated impacts that this would have on the intersection assuming a worst-case scenario. It should be noted that on average, typical traffic operations are expected to have a lesser impact on the intersection compared with those detailed in this report. This report details the impact on the intersection during potentially the busiest times the proposed facility is likely to experience (e.g. maximum of two visitations, larger service, etc.).

The key findings from the study were:

1. The peak period of the intersection of W 11 Mile Rd and Beck Rd occurs from 4:45 PM to 5:45 PM.
2. The peak period of the existing funeral homes varied depending on the specific characteristics of each facility. Generally, the highest observed morning service period was from 11:15AM – 12:15PM while the highest observed evening visitation period was from 5:00PM – 6:00PM.
3. During both the AM and PM peak periods the intersection operates at an overall LOS C under existing traffic conditions.
4. Under the estimated future traffic conditions, both the AM and PM peak periods the intersection is expected to operate at an overall LOS C.
5. While the slight increase in traffic generated by the proposed funeral home development is expected to increase intersection delays by approximately three seconds, it is not expected to have an appreciable impact on intersection operations.
6. The observed maximum queue for the northbound approach on Beck Rd extended to the approximate location of the proposed driveway. However, the queue cleared each time, and is not expected to have a negative impact on the proposed driveway. Additionally, the more typical average queue lengths fall approximately 110' or more short of the proposed driveway centerline.
7. Anticipated service operations are not expected to conflict with local school bus operations.
8. Processions are rare and when they do occur they typically average 12 vehicles.

# APPENDIX

## AM Service Operations – Detailed LOS & Delay Results

Approach	Existing		Future	
	Delay (s/veh)	LOS	Delay (s/veh)	LOS
EB	30.3	C	32.9	C
WB	29.9	C	32.4	C
NB	22.6	C	24.6	C
SB	24.1	C	25.1	C
<b>Overall</b>	<b>24.1</b>	<b>C</b>	<b>25.7</b>	<b>C</b>

## PM Visitation Operations LOS – Detailed LOS & Delay Results

Approach	Existing		Future	
	Delay (s/veh)	LOS	Delay (s/veh)	LOS
EB	42.1	D	45.4	D
WB	41.2	D	44.6	D
NB	27.7	C	31.9	C
SB	27.6	C	32.3	C
<b>Overall</b>	<b>30.2</b>	<b>C</b>	<b>34.5</b>	<b>C</b>

## Supporting Documentation

### Synchro 8 HCM 2010 Signalized Results

- Existing AM Peak Period
- Future AM Peak Period
- Existing PM Peak Period
- Future PM Peak Period

The attached documents were provided by Zeimet Wozniak & Associates and include the following:























- Preliminary Site Plan for Griffin Funeral Home: Novi, MI, Section 20
- L.J. Griffin Funeral Home, Inc. Parking Letter
- Griffin Funeral Home, PSP and Special Land Use Application Additional Information
  - o Responses to requests for additional information

- Northville Township Letter of Support
- City of Canton Letter of Support
- Novi Community School District Letter of Support
- American Legion Post 32 Letter of Support
- Additional Zoning, Master Plan, and Green Space and Viewshed Plans

# HCM 2010 Signalized Intersection Summary

## 2: Beck Rd & W 11 Mile Rd

6/5/2017























												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Volume (veh/h)	12	38	41	21	20	43	37	691	18	55	586	43
Number	7	4	14	3	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		1.00	1.00		0.99	1.00		1.00	1.00		0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adj Sat Flow, veh/h/ln	1900	1900	1900	1900	1813	1900	1900	1792	1792	1792	1827	1727
Adj Flow Rate, veh/h	13	40	44	22	21	46	39	735	19	59	623	46
Adj No. of Lanes	1	1	0	1	1	0	1	1	1	1	1	1
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Percent Heavy Veh, %	0	0	0	0	0	0	0	6	6	6	4	10
Cap, veh/h	301	112	123	291	68	149	346	835	709	181	723	568
Arrive On Green	0.04	0.14	0.14	0.04	0.14	0.14	0.11	0.47	0.47	0.04	0.40	0.40
Sat Flow, veh/h	1810	828	911	1810	504	1104	1810	1792	1524	1707	1827	1434
Grp Volume(v), veh/h	13	0	84	22	0	67	39	735	19	59	623	46
Grp Sat Flow(s),veh/h/ln	1810	0	1739	1810	0	1608	1810	1792	1524	1707	1827	1434
Q Serve(g_s), s	0.0	0.0	3.3	0.0	0.0	2.8	0.0	27.7	0.5	0.0	23.3	1.5
Cycle Q Clear(g_c), s	0.0	0.0	3.3	0.0	0.0	2.8	0.0	27.7	0.5	0.0	23.3	1.5
Prop In Lane	1.00		0.52	1.00		0.69	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	301	0	235	291	0	217	346	835	709	181	723	568
V/C Ratio(X)	0.04	0.00	0.36	0.08	0.00	0.31	0.11	0.88	0.03	0.33	0.86	0.08
Avail Cap(c_a), veh/h	325	0	326	315	0	302	346	1300	1105	207	1325	1040
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	28.0	0.0	29.3	28.6	0.0	29.1	26.7	18.1	10.8	34.1	20.7	14.1
Incr Delay (d2), s/veh	0.1	0.0	1.3	0.1	0.0	1.1	0.1	4.7	0.0	1.0	3.2	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.2	0.0	1.6	0.4	0.0	1.3	0.7	14.6	0.2	1.2	12.2	0.6
LnGrp Delay(d),s/veh	28.1	0.0	30.6	28.7	0.0	30.2	26.8	22.7	10.8	35.1	23.8	14.1
LnGrp LOS	C		C	C		C	C	C	B	D	C	B
Approach Vol, veh/h		97			89			793			728	
Approach Delay, s/veh		30.3			29.9			22.6			24.1	
Approach LOS		C			C			C			C	
Timer	1	2	3	4	5	6	7	8				
Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	8.9	40.6	9.0	16.1	14.1	35.4	9.0	16.1				
Change Period (Y+Rc), s	* 5.9	* 5.9	6.0	6.0	* 5.9	* 5.9	6.0	6.0				
Max Green Setting (Gmax), s	* 4.1	* 54	4.0	14.0	* 4.1	* 54	4.0	14.0				
Max Q Clear Time (g_c+1), s	2.0	29.7	2.0	5.3	2.0	25.3	2.0	4.8				
Green Ext Time (p_c), s	0.0	5.0	0.0	0.3	0.0	4.2	0.0	0.2				
<b>Intersection Summary</b>												
HCM 2010 Ctrl Delay			24.1									
HCM 2010 LOS			C									
<b>Notes</b>												
* HCM 2010 computational engine requires equal clearance times for the phases crossing the barrier.												



# HCM 2010 Signalized Intersection Summary

## 2: Beck Rd & W 11 Mile Rd























6/5/2017

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Volume (veh/h)	12	38	42	21	20	43	38	697	19	55	612	43
Number	7	4	14	3	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		1.00	1.00		0.99	1.00		1.00	1.00		0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adj Sat Flow, veh/h/ln	1900	1900	1900	1900	1814	1900	1900	1792	1792	1792	1827	1727
Adj Flow Rate, veh/h	14	43	48	24	23	49	43	792	22	62	695	49
Adj No. of Lanes	1	1	0	1	1	0	1	1	1	1	1	1
Peak Hour Factor	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88
Percent Heavy Veh, %	0	0	0	0	0	0	0	6	6	6	4	10
Cap, veh/h	277	105	117	266	66	140	323	885	752	177	792	622
Arrive On Green	0.04	0.13	0.13	0.04	0.13	0.13	0.10	0.49	0.49	0.04	0.43	0.43
Sat Flow, veh/h	1810	821	917	1810	514	1096	1810	1792	1524	1707	1827	1434
Grp Volume(v), veh/h	14	0	91	24	0	72	43	792	22	62	695	49
Grp Sat Flow(s),veh/h/ln	1810	0	1738	1810	0	1610	1810	1792	1524	1707	1827	1434
Q Serve(g_s), s	0.0	0.0	3.8	0.0	0.0	3.2	0.0	31.6	0.6	0.0	27.4	1.6
Cycle Q Clear(g_c), s	0.0	0.0	3.8	0.0	0.0	3.2	0.0	31.6	0.6	0.0	27.4	1.6
Prop In Lane	1.00		0.53	1.00		0.68	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	277	0	223	266	0	206	323	885	752	177	792	622
V/C Ratio(X)	0.05	0.00	0.41	0.09	0.00	0.35	0.13	0.89	0.03	0.35	0.88	0.08
Avail Cap(c_a), veh/h	300	0	309	289	0	286	323	1231	1047	201	1255	985
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	30.4	0.0	31.6	31.2	0.0	31.3	28.6	18.1	10.2	36.0	20.4	13.1
Incr Delay (d2), s/veh	0.1	0.0	1.7	0.1	0.0	1.4	0.2	6.7	0.0	1.2	4.5	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.3	0.0	1.9	0.5	0.0	1.5	0.8	17.0	0.2	1.3	14.7	0.6
LnGrp Delay(d),s/veh	30.5	0.0	33.3	31.3	0.0	32.8	28.8	24.8	10.3	37.2	24.9	13.1
LnGrp LOS	C		C	C		C	C	C	B	D	C	B
Approach Vol, veh/h		105			96			857			806	
Approach Delay, s/veh		32.9			32.4			24.6			25.1	
Approach LOS		C			C			C			C	
Timer	1	2	3	4	5	6	7	8				
Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	8.9	44.8	9.0	16.1	13.6	40.0	9.0	16.1				
Change Period (Y+Rc), s	* 5.9	* 5.9	6.0	6.0	* 5.9	* 5.9	6.0	6.0				
Max Green Setting (Gmax), s	* 4.1	* 54	4.0	14.0	* 4.1	* 54	4.0	14.0				
Max Q Clear Time (g_c+1), s	2.0	33.6	2.0	5.8	2.0	29.4	2.0	5.2				
Green Ext Time (p_c), s	0.0	5.3	0.0	0.3	0.0	4.7	0.0	0.2				
<b>Intersection Summary</b>												
HCM 2010 Ctrl Delay			25.7									
HCM 2010 LOS			C									
<b>Notes</b>												
* HCM 2010 computational engine requires equal clearance times for the phases crossing the barrier.												

# HCM 2010 Signalized Intersection Summary

## 2: Beck Rd & W 11 Mile Rd























6/5/2017

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Volume (veh/h)	33	108	64	42	140	52	71	779	57	63	807	46
Number	7	4	14	3	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adj Sat Flow, veh/h/ln	1900	1900	1900	1900	1865	1900	1845	1881	1863	1900	1881	1743
Adj Flow Rate, veh/h	35	115	68	45	149	55	76	829	61	67	859	49
Adj No. of Lanes	1	1	0	1	1	0	1	1	1	1	1	1
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Percent Heavy Veh, %	0	0	0	0	0	0	3	1	2	0	1	9
Cap, veh/h	177	151	89	214	192	71	190	921	775	230	949	732
Arrive On Green	0.04	0.13	0.13	0.05	0.15	0.15	0.04	0.49	0.49	0.05	0.50	0.50
Sat Flow, veh/h	1810	1121	663	1810	1300	480	1757	1881	1583	1810	1881	1451
Grp Volume(v), veh/h	35	0	183	45	0	204	76	829	61	67	859	49
Grp Sat Flow(s),veh/h/ln	1810	0	1783	1810	0	1780	1757	1881	1583	1810	1881	1451
Q Serve(g_s), s	0.0	0.0	8.5	0.0	0.0	9.4	0.0	34.4	1.8	0.0	35.7	1.5
Cycle Q Clear(g_c), s	0.0	0.0	8.5	0.0	0.0	9.4	0.0	34.4	1.8	0.0	35.7	1.5
Prop In Lane	1.00		0.37	1.00		0.27	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	177	0	241	214	0	263	190	921	775	230	949	732
V/C Ratio(X)	0.20	0.00	0.76	0.21	0.00	0.78	0.40	0.90	0.08	0.29	0.91	0.07
Avail Cap(c_a), veh/h	304	0	500	318	0	499	315	1189	1001	332	1189	917
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	39.0	0.0	35.7	37.3	0.0	35.1	38.0	20.0	11.6	35.6	19.4	10.9
Incr Delay (d2), s/veh	0.5	0.0	6.9	0.5	0.0	6.9	1.4	7.9	0.0	0.7	8.5	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.8	0.0	4.6	1.0	0.0	5.1	1.8	19.8	0.8	1.6	20.6	0.6
LnGrp Delay(d),s/veh	39.5	0.0	42.6	37.8	0.0	42.0	39.4	27.9	11.7	36.2	27.9	10.9
LnGrp LOS	D		D	D		D	D	C	B	D	C	B
Approach Vol, veh/h		218			249			966			975	
Approach Delay, s/veh		42.1			41.2			27.7			27.6	
Approach LOS		D			D			C			C	
Timer	1	2	3	4	5	6	7	8				
Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	10.2	47.8	10.1	17.6	8.9	49.1	9.0	18.6				
Change Period (Y+Rc), s	* 5.9	* 5.9	6.0	6.0	* 5.9	* 5.9	6.0	6.0				
Max Green Setting (Gmax), s	* 9.1	* 54	9.0	24.0	* 9.1	* 54	9.0	24.0				
Max Q Clear Time (g_c+1), s	2.0	36.4	2.0	10.5	2.0	37.7	2.0	11.4				
Green Ext Time (p_c), s	0.2	5.4	0.1	1.1	0.2	5.5	0.1	1.2				
<b>Intersection Summary</b>												
HCM 2010 Ctrl Delay			30.4									
HCM 2010 LOS			C									
<b>Notes</b>												
* HCM 2010 computational engine requires equal clearance times for the phases crossing the barrier.												

# HCM 2010 Signalized Intersection Summary

## 2: Beck Rd & W 11 Mile Rd

6/5/2017

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Volume (veh/h)	33	108	66	44	140	52	73	805	57	63	839	46
Number	7	4	14	3	8	18	5	2	12	1	6	16
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		0.98
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adj Sat Flow, veh/h/ln	1900	1900	1900	1900	1865	1900	1845	1881	1863	1900	1881	1743
Adj Flow Rate, veh/h	36	119	73	48	154	57	80	885	63	69	922	51
Adj No. of Lanes	1	1	0	1	1	0	1	1	1	1	1	1
Peak Hour Factor	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91
Percent Heavy Veh, %	0	0	0	0	0	0	3	1	2	0	1	9
Cap, veh/h	165	152	93	198	193	72	167	960	808	213	991	765
Arrive On Green	0.03	0.14	0.14	0.04	0.15	0.15	0.03	0.51	0.51	0.05	0.53	0.53
Sat Flow, veh/h	1810	1104	677	1810	1299	481	1757	1881	1583	1810	1881	1451
Grp Volume(v), veh/h	36	0	192	48	0	211	80	885	63	69	922	51
Grp Sat Flow(s),veh/h/ln	1810	0	1781	1810	0	1780	1757	1881	1583	1810	1881	1451
Q Serve(g_s), s	0.0	0.0	9.6	0.0	0.0	10.5	0.0	40.0	1.9	0.0	41.8	1.6
Cycle Q Clear(g_c), s	0.0	0.0	9.6	0.0	0.0	10.5	0.0	40.0	1.9	0.0	41.8	1.6
Prop In Lane	1.00		0.38	1.00		0.27	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	165	0	245	198	0	265	167	960	808	213	991	765
V/C Ratio(X)	0.22	0.00	0.78	0.24	0.00	0.80	0.48	0.92	0.08	0.32	0.93	0.07
Avail Cap(c_a), veh/h	283	0	465	296	0	465	284	1107	932	303	1107	854
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	42.2	0.0	38.3	40.7	0.0	37.8	42.0	20.8	11.5	39.3	20.2	10.7
Incr Delay (d2), s/veh	0.7	0.0	7.5	0.6	0.0	7.6	2.1	11.5	0.0	0.9	12.7	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.9	0.0	5.2	1.2	0.0	5.7	2.1	23.7	0.8	1.7	25.0	0.6
LnGrp Delay(d),s/veh	42.8	0.0	45.8	41.4	0.0	45.3	44.1	32.3	11.5	40.2	32.9	10.7
LnGrp LOS	D		D	D		D	D	C	B	D	C	B
Approach Vol, veh/h		228			259			1028			1042	
Approach Delay, s/veh		45.4			44.6			31.9			32.3	
Approach LOS		D			D			C			C	
Timer	1	2	3	4	5	6	7	8				
Assigned Phs	1	2	3	4	5	6	7	8				
Phs Duration (G+Y+Rc), s	10.4	52.8	10.0	18.7	8.9	54.4	9.0	19.7				
Change Period (Y+Rc), s	* 5.9	* 5.9	6.0	6.0	* 5.9	* 5.9	6.0	6.0				
Max Green Setting (Gmax), s	* 9.1	* 54	9.0	24.0	* 9.1	* 54	9.0	24.0				
Max Q Clear Time (g_c+1), s	2.0	42.0	2.0	11.6	2.0	43.8	2.0	12.5				
Green Ext Time (p_c), s	0.2	4.9	0.1	1.1	0.2	4.7	0.1	1.2				
<b>Intersection Summary</b>												
HCM 2010 Ctrl Delay			34.5									
HCM 2010 LOS			C									
<b>Notes</b>												
* HCM 2010 computational engine requires equal clearance times for the phases crossing the barrier.												

# ZEIMET WOZNIAK & ASSOCIATES

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May 8, 2017

Ms. Sri Ravali Komaragiri  
City of Novi Community Development  
45175 West Ten Mile Road  
Novi, MI 48375

RE: Griffin Funeral Home, PSP Application  
Special Land Use factors for approval

Dear Ms. Sri Ravali Komaragiri:

The following are descriptions and responses to the items for consideration under Site Plan Review procedures of the ordinance, Section 6.0 Development Procedures following the criteria set forth in 6.1 item 2.C, Site Plan Review, when the principal use is permitted subject to special conditions. The detailed items will clearly demonstrate that the proposed Griffin Funeral Home on Beck Road will meet or exceed these benchmarks and alleviate the concerns of the Planning Commission.

- i. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, accel/decel lanes off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.*

The proposed funeral home meets the primary requirement to be located on a major thoroughfare within the City with the proposed location on the west side of Beck Road as described in the March 30, 2017 Preliminary Site Plan Review of traffic by AECOM and recommendation for approval.

For clarification: Other Griffin Funeral Homes that are similar in service area and size average 50 people or fewer in attendance for a typical funeral service at the funeral home. Existing Griffin Funeral Homes in Canton and Northville held only 21 and 12 services respectively at the funeral home for the period of January through April this year; the other services took place either at a church or cemetery. Also, as recommended for approval by staff, the proposed site plan meets the parking requirements based upon the building's useable floor area and minimizes paved area by utilizing banked parking spaces to decrease the environmental impacts associated with excessive impervious areas. Per questions from the Public Hearing on April 19, 2017 regarding funeral processions: they will have no impact on typical peak traffic times on Beck and Eleven Mile Roads, and will pose no concern for school bus and associated traffic in the immediate area. Based upon similar existing Griffin Funeral Homes, the majority of services are held on Saturdays, eliminating school traffic and bus conflicts. Services during the week are typically held between 10 am and 1 pm. These

usage times are not in conflict with peak travel times and they do not impact school buses and associated school traffic in the area.

To further clarify, funeral processions have no impact on peak and school traffic. The Canton and Northville funeral home locations have held only four (4) processions during the first four months of this year. When a procession does follow a service, it averages only 12 vehicles. For the most part, when a procession takes place it will originate at the church and move from the church location to the cemetery, never impacting traffic at the funeral home location. Typically, there is no formal procession. The immediate family leaves the funeral home separately and reconvenes at the cemetery, further reflected in the low number of processions and the lack of impact on peak and school traffic. The attached letter from the Director of Transportation for the Novi School District details the school bus schedules and details our efforts to coordinate and avoid the potential limited times of a procession possibly occurring near the bus times. The school bus time schedule further clarifies the lack of conflict when related to the typical times that funeral services are held as noted above.

Therefore, the Special Land Use request for the Griffin Funeral Home's usage and vehicle access as described and clarified will not cause any detrimental impacts on the existing roads in terms of volumes, capacity, and safety.

*ii. Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area.*

Griffin Funeral Home will not cause a negative impact on the city services described. Most communities experience the high demand on city services from residential developments which pay a smaller portion of taxes per home than supports these services. A low volume, service-oriented business such as the proposed funeral home is often a proper transitional use from higher, more intense uses to residential areas, while providing the tax base that contributes to the entire community's demand on services. To reiterate, the proposed funeral home will not have any negative impact on the city services described and as supported by the full staff recommendation for approval noted in the March 30, 2017 Preliminary Site Plan Review packet.

*iii. Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.*

Griffin Funeral Home will be compatible with the natural features of the existing site. There are no wetland impacts or regulated trees to be removed from the site. The proposed site landscaping will meet the city requirements for this use and location will add 119 new trees in addition to numerous new shrub plantings. To further improve the natural features of the site, a native seeded buffer with specific shrub plantings will be added to the pond edge which is currently a mowed lawn. Therefore, the proposed funeral home is compatible with the natural features of the existing site as determined by the full recommendation for approval noted in the March 30, 2017 Preliminary Site Plan Review from city staff and consultants.