

MEMORANDUM



TO: PETER E. AUGER, CITY MANAGER
FROM: BARBARA MCBETH, AICP, CITY PLANNER
SUBJECT: INTENT TO START MASTER PLAN FOR LAND USE REVIEW
DATE: APRIL 6, 2022

Attached is a copy of the letter that is being sent to surrounding communities, county and regional planning agencies, utility companies and road commissions indicating that it is the City of Novi's intent to start the Master Plan for Land Use review process. Such notice is required by State Law in order to notify and provide opportunity for these communities and agencies to review the draft Plan and to offer cooperation and comment in the review and update process, as they wish.

Below is a list of those communities and agencies that will be receiving this notification:

Oakland County

- Oakland County Planning & Economic Dev.
- Oakland County Board of Commissioners

Surrounding Municipalities

- Commerce Township
- City of Walled Lake
- City of Wixom
- Lyon Township
- City of Northville
- City of Farmington Hills Planning Department
- City of Livonia
- Salem Township
- West Bloomfield Township
- Novi Township

Regional Government & Transit

- MDOT
- Brighton Transportation Service Center
- Oakland Transportation Service Center
- Oakland County Road Commission

- Oakland County Public Transportation Authority

Public Utilities

- Consumers Energy
- DTE Energy
- Clear Rate Communications
- AT&T
- Hughes Network Systems
- Spectrum
- T-Mobile
- Verizon
- Xfinity
- DTE - Planning Northwest Region
- BrightHouse Network (Spectrum)
- ITC Transmission
- Viasat

Railroad

- CSX Transportation

Other

- Walled Lake Cons. School District
- South Lyon Community Schools
- Novi Community School District
- Northville Public Schools
- SEMCOG



SAMPLE LETTER

April 6, 2022

Planning Commission
Lyon Township
58000 Grand River Ave.
New Hudson, MI 48165

RE: Notice of Intent to Plan

To Whom It May Concern:

Pursuant to the requirements of Section 125.3839 (2) of the Michigan Planning Enabling Act, this notification is to inform you of the City of Novi's intent to update the City's Master Plan. As required by the Michigan Planning Enabling Act, a copy of the draft Plan will be made available to you for your review and comment in advance of the City's public hearing.

We welcome you to follow the progress of the plan update on the Master Plan Website at <http://cityofnovi.org>.

We request that if your organization has any plans, present or proposed, that affect the City of Novi, please let us know as soon as practical. We endeavor to include all pertinent information in the plan to make it robust and representative of the community and the region.

Future notices regarding the City of Novi's Master Plan Update process will be sent electronically. If you would prefer to receive any future notices regarding the City of Novi's Master Plan Update process in hard copy via U.S. Mail, please e-mail your request to bmcbeth@cityofnovi.org or send your request to Barbara McBeth, City Planner, 45175 Ten Mile Road, Novi, MI 48375.

Please feel free to contact the City's Planning Department at 248-347-0475 if you have any questions. We look forward to your input as we prepare this update to the City's Master Plan.

Sincerely,

Barbara McBeth
City Planner

CC Novi City Council
Novi Planning Commission
Pete Auger, City Manager
Victor Cardenas, Assistant City Manager

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Laura Marie Casey

Hugh Crawford

Justin Fischer

Brian Smith

Ericka Thomas

City Manager
Peter E. Auger

Community Development Director
Charles Boulard

Community Development Deputy Director
Larry Butler

City Planner
Barbara McBeth

Building Division
248.347.0415
248.735.5600 fax

Planning Division
248.347.0475
248.735-5633 fax

Ordinance Enforcement Division
248.735.5678
248.735.5600 fax

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375

cityofnovi.org