



THE GODDARD SCHOOL

JSP19-33

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Consideration at the request of PEA, Inc., for Preliminary Site Plan and Stormwater Management Plan approval. The subject property is located in Section 12 south of Thirteen Mile Road and west of Cabot Drive, and is zoned OST, Office Service Technology. The applicant is proposing to construct a 10,957 square foot building, fenced outdoor recreation areas and associated parking for a child day care center.

Required Action

Approval/denial of the Preliminary Site Plan and Stormwater Management Plan

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	9-4-19	Zoning Board of Appeals variances granted on 10/8/19: <ul style="list-style-type: none"> • Deficiency of outdoor recreation area • Recreation area extending more than 25% into exterior side yard • Absence of loading zone • Deficiency of 1 parking space • Dumpster location in the front yard • Location of accessory play structures in side yards and less than 10 feet from building • Location of fence in the exterior side yard • Items to be addressed on the Final Site Plan submittal
Engineering	Approval recommended	10-1-19	<ul style="list-style-type: none"> • Items to be addressed on the Final Site Plan submittal
Landscaping	Conditional Approval recommended	8-26-19	<ul style="list-style-type: none"> • Waiver for location of building foundation landscaping away from building. <i>Supported by staff.</i> • Waiver for deficiency in large frontage trees provided on Cabot. <i>Not supported by staff.</i> • Items to be addressed on the Final Site Plan submittal
Wetlands	Approval recommended	8-28-19	<ul style="list-style-type: none"> • Wetland Buffer Authorization • Items to be addressed on the Final Site Plan
Traffic	Approval recommended	8-29-19	<ul style="list-style-type: none"> • ZBA variance granted for absence of loading zone • ZBA variance granted for dumpster location in front yard • Provide corrected dimension for driveway spacing

			<ul style="list-style-type: none">• Items to be addressed on the Final Site Plan
Façade	Approval recommended	8-29-19	<ul style="list-style-type: none">• Full compliance with Façade Ordinance
Fire	Conditional Approval recommended	8-12-19	<ul style="list-style-type: none">• Items to be addressed on the Final Site

MOTION SHEET

Approval – Preliminary Site Plan

In the matter of The Goddard School, JSP19-33, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. On October 8, 2019, the Zoning Board of Appeals granted variances as follows:
 1. Proposed 19,033 square feet of outdoor recreation area, 23,400 square feet required;
 2. Proposed recreation area occupying 63.86% of the exterior side yard, up to 25% of the distance between the building and the property line allowed;
 3. Absence of a loading zone;
 4. Deficiency of parking spaces, 40 spaces proposed, 41 required;
 5. Proposed dumpster located in the front yard, dumpsters are required to be located in the rear yard Landscape waiver of the greenbelt berms along Grand River and Twelve Mile Road, *as acceptable hedge substitutes are proposed, which is hereby granted;*
 6. Location of play/shade structures in the exterior and interior side yards, and less than 10 feet from the main building, by code accessory structures must be located in the rear yard and must be located greater than 10 feet from the main building;
 7. Location of a fence in the exterior side yard, by code no fence shall extend into a front or exterior side yard.
- b. Landscape waiver for location of building foundation landscaping away from building, *due to a conflict with recreation areas and total required area is exceeded, which is hereby granted;*
- c. Landscape waiver to allow deficiency of 2 large frontage trees on Cabot Drive, *due to lack of space between the sidewalk and the curb, which is hereby granted;*
- d. The findings of compliance with Ordinance standards in the staff and consultant review letters and the conditions and the items listed in those letters being addressed on the Final Site Plan; and
- e. *(additional conditions here if any)*

(This motion is made because the plan is otherwise in compliance with Article 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 The Goddard School, JSP19-33, motion to **approve** the Stormwater Management Plan, subject to:

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

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

- OR -

Denial – Preliminary Site Plan

In the matter of The Goddard School, JSP19-33, 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 -

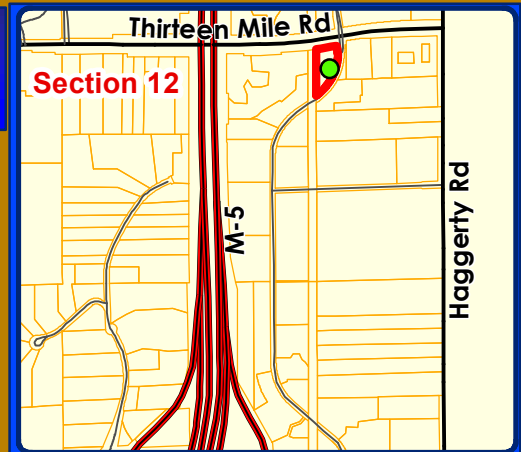
Denial – Stormwater Management Plan

In the matter of The Goddard School, JSP19-33, 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

THE GODDARD SCHOOL: JSP19-33

LOCATION



LEGEND

 Subject Property



City of Novi

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

Map Author: Lindsay Bell
Date: 9/11/19
Project: GODDARD SCHOOL JSP 19-33
Version #: 1



1 inch = 208 feet

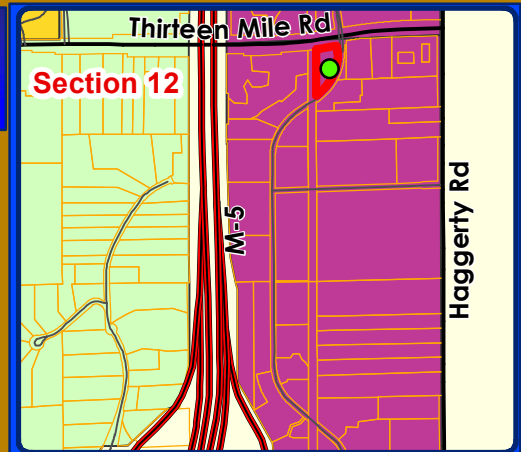
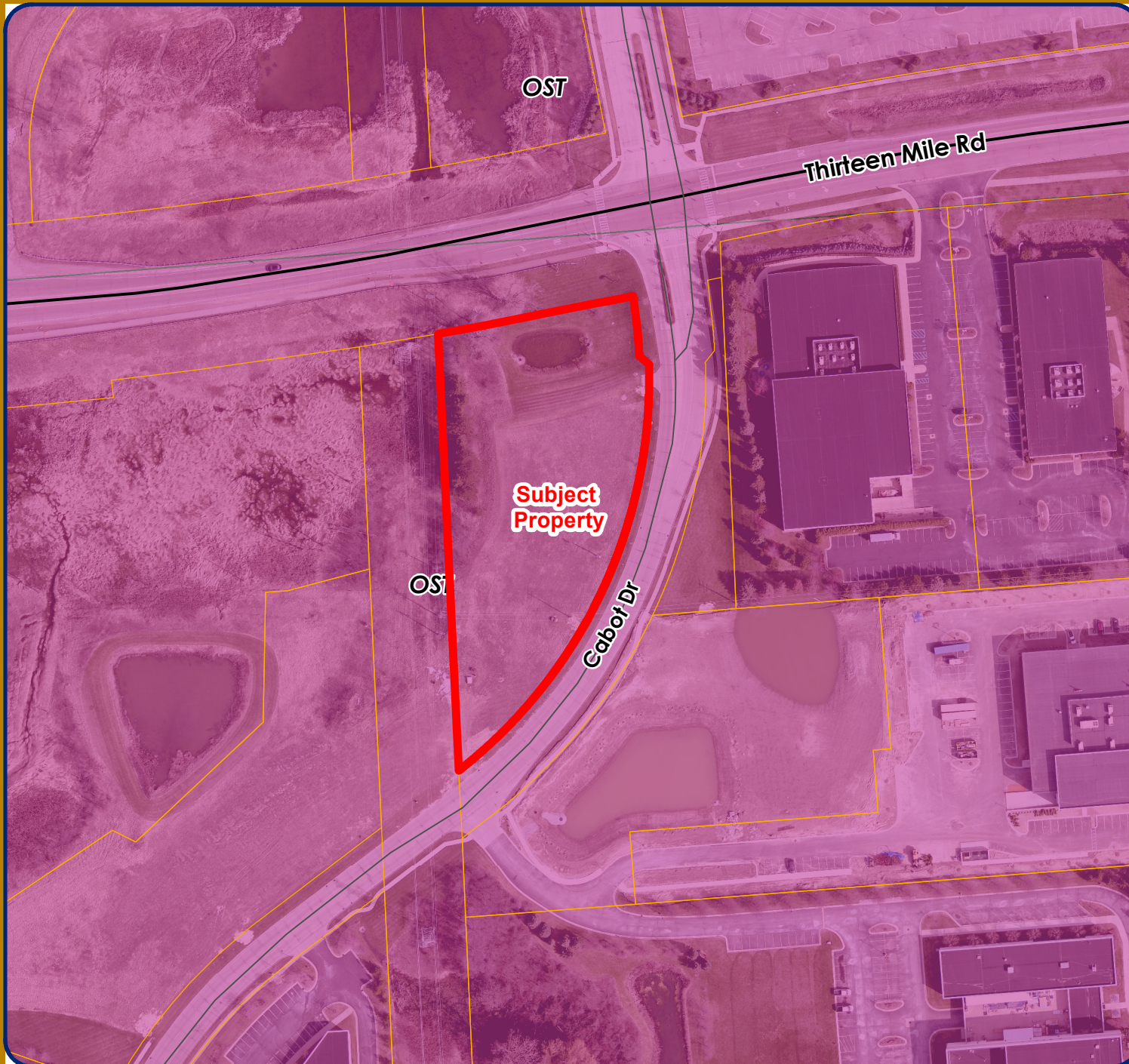


MAP INTERPRETATION NOTICE

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THE GODDARD SCHOOL: JSP19-33

ZONING



LEGEND

-  R-A: Residential Acreage
-  RM-1: Low-Density Multiple Family
-  OST: Office Service Technology
-  Subject Property



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1 inch = 167 feet

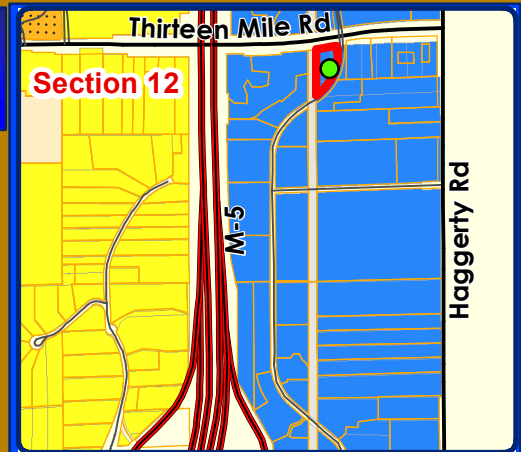


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THE GODDARD SCHOOL: JSP19-33

FUTURE LAND USE



LEGEND

- Single Family
- PD1
- Office Research Development Technology
- Educational Facility
- Utility
- Subject Property



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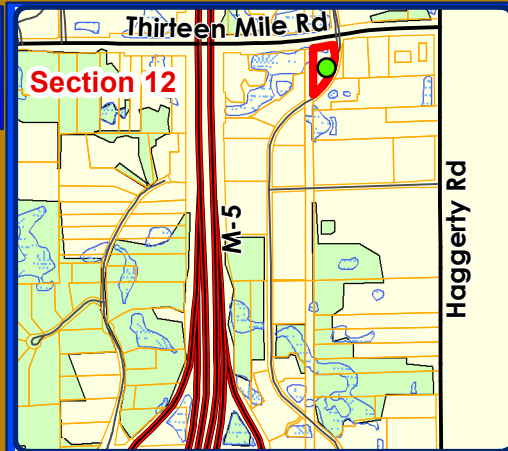


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THE GODDARD SCHOOL: JSP19-33

NATURAL FEATURES



LEGEND

- WETLANDS
- WOODLANDS
- Subject Property



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SITE PLAN

LEGAL DESCRIPTION
 (Per Old Republic National Title Insurance Company Commitment No. 5-668079, effective date March 13, 2019)
 The Land is described as follows: Located in the City of Novi, County of Oakland, State of Michigan, and is described as follows:
 Part of Lots 1 and 2 of GARVEY'S ACRES SUBDIVISION, as recorded in Liber 84, Page 3, of Plats, Oakland County Records ALSO part of the Northeast 1/2 of Section 12, Town 1 North, Range 8 East, described as: Beginning at a point distant South 85 degrees 30 minutes 28 seconds West 5.60 feet from the Southwest corner of Lot 2; thence along a curve to the right, radius of 370.22 feet, chord bearing South 40 degrees 20 minutes 33 seconds West 225.60 feet, distant at 227.16 feet; thence North 02 degrees 38 minutes 04 seconds West 502.11 feet, thence along a curve to the left, radius 589.58 feet, chord bearing North 78 degrees 25 minutes 23 seconds East 227.32 feet, distant at 227.34 feet; thence South 08 degrees 40 minutes 17 seconds East 31.81 feet; thence along a curve to the right, radius of 559.00 feet, chord bearing South 04 degrees 47 minutes 02 seconds East 38.83 feet, distant at 38.83 feet; thence South 47 degrees 03 minutes 10 seconds East 15.63 feet; thence along a curve to the right, radius of 570.00 feet, chord bearing South 13 degrees 39 minutes 40 seconds West 303.52 feet, distant at 307.02 feet to the point of beginning.

FLOODPLAIN NOTE:
 BY GRAPHICAL PLOTTING, SITE IS WITHIN ZONE "C". AREA DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FLOOD INSURANCE RATE MAP NUMBER 26120C048P DATED SEPTEMBER 29, 2006.

UTILITY STATEMENT:
 THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN-SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

NOTE:
 THE OUTDOOR STORAGE OF GOODS OR MATERIALS SHALL BE PROHIBITED.

CITY OF NOVI FIRE DEPARTMENT NOTES:
 1. ALL WEATHER ACCESS ROADS CAPABLE OF SUPPORTING 35 TONS ARE TO BE PROVIDED FOR FIRE APPARATUS PRIOR TO CONSTRUCTION ABOVE THE FOUNDATION.
 2. ALL WATER MAINS AND FIRE HYDRANTS ARE TO BE INSTALLED AND BE IN SERVICE PRIOR TO CONSTRUCTION ABOVE THE FOUNDATION.
 3. THE BUILDING ADDRESS IS TO BE POSTED FACING THE STREET THROUGHOUT THE CONSTRUCTION, THE ADDRESS IS TO BE AT LEAST 3 INCHES HIGH ON CONTRASTING BACKGROUND.

SITE DATA TABLE:
 SITE AREA: 2,069 ACRES (90,142 SQ.FT.) NET AND GROSS
 TAX ID: 22-12-200-050
 ZONING: C-S-1, OFFICE SERVICE TECHNOLOGY
 EXISTING USE: VACANT LAND
 PROPOSED USE: DAY CARE CENTER

BUILDING INFORMATION:
 MAXIMUM ALLOWABLE BUILDING HEIGHT = 46 FEET
 PROPOSED BUILDING HEIGHT = 24'-0" (1 STORY)
 PROPOSED BUILDING AREA = 10,957 SQ.FT.
 MAX. BUILDING COVERAGE = (10,957/90,142) = 12.16%

SETBACK REQUIREMENTS:
 DIST ZONING DISTRICT: REQUIRED PROVIDED
 FRONT SETBACK: 50' 54.10'
 SIDE SETBACK: 50' 58.75'
 REAR SETBACK: 50' 115.82'

PARKING CALCULATIONS:
 DAY CARE CENTER = 1 SPACE PER 350 SF (USEABLE)
 TOTAL REQUIRED PARKING SPACES = (6,887 SF/350 SF) = 20 SPACES
 TOTAL PROPOSED PARKING SPACES = 40 SPACES INC. 2 H/C SPACES
 BICYCLE PARKING REQUIRED = 3 SPACES
 BICYCLE PARKING PROVIDED = 3 SPACES

RECREATION AREA CALCULATIONS:
 DAY CARE CENTER = 150 SF PER CHILD
 RECREATION AREA REQUIRED = 150 SF x 156 CHILDREN = 23,400 SF
 RECREATION AREA PROVIDED = 19,033 SF - VARIANCE REQUESTED

PLAY AREA IN SIDE YARD = 232 SQ. FT.
 EAST SIDE PLAY AREA = 37.87% - VARIANCE REQUESTED
 WEST SIDE PLAY AREA = 47.96% - VARIANCE REQUESTED

LOADING CALCULATIONS:
 LOADING REQUIRED = 5 SQ.FT. PER L.F. OF BUILDING FRONTAGE OR 360 SQ.FT. PER BUILDING
 LOADING PROVIDED = 0 - VARIANCE REQUESTED

SITE SOILS INFORMATION:
 ACCORDING TO THE USGS NATURAL RESOURCES CONSERVATION SERVICE WEB SITE SURVEY FOR OAKLAND COUNTY, THE SITE CONSISTS OF THE FOLLOWING SOIL TYPES:
 11B - MARLETTE SANDY LOAM, 1 TO 8 PERCENT SLOPES
 25C - GROSSO SANDY LOAM, 6 TO 12 PERCENT SLOPES
 27 - HOUGHTON AND ADRIAN MUCKS

SYMBOL AND KEY NOTE LEGEND:

- (A) PARKING PAINT STRIPING
- (B) HANDICAP RAMP, MAXIMUM 8% SLOPE, RE: C-6.2
- (C) 6" CONCRETE CURB & WALK, RE: C-6.0
- (D) 18" CURB & GUTTER, RE: C-6.0
- (E) 6" CONCRETE CURB, RE: C-6.0
- (F) HANDICAP ACCESSIBLE PARKING SYMBOL, RE: C-6.2
- (G) HANDICAP PARKING SIGN, RE: C-6.2
- (H) MASONRY TRASH ENCLOSURE, RE: C-6.1
- (I) IDENTIFICATION SIGN, RE: C-6.1
- (J) 6"-0" WIDE 4" THICK CONCRETE SIDEWALK, RE: C-6.0
- (K) DOUBLE SWINGING GATE W/ 3'-0" GATES
- (L) SINGLE 4'-0" SWINGING GATE WITH PANG DEVICE, KEYS, ENTRANCE, AND ALARM.
- (M) SINGLE SWING GATE WITH PANG BAR, NO ALARM
- (N) BIKE RACK RE: C-6.2
- (O) 6'-0" TALL AMERSTAR STEEL FENCE, RE: C-6.1
- (P) 4'-0" TALL AMERSTAR STEEL FENCE, RE: C-6.1
- (Q) BOLLARDS 4FT, RE: C-6.1
- (R) BOLLARDS, RE: 10/25.2 RE: C-6.1
- (S) MUCK UP WELL LOCATION, REMOVE AFTER OWNER'S ARCHITECT APPROVAL COVER SHEET FOR DETAILS.

IMPERVIOUS AREA:
 BUILDING FOOTPRINT AREA = 62,883 SQ.FT.
 GRASS/LANDSCAPE AREA = 196,235 SQ.FT.
 RECREATION AREA = 19,033 SQ.FT.
 TOTAL PARCEL AREA (10,265 AC) = 448,015 SQ.FT.

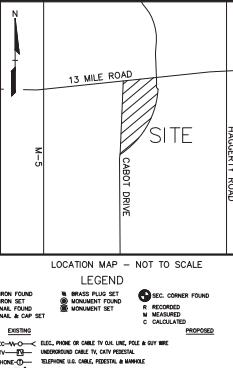
EQUIPMENT NOTE:
 PLAYGROUND EQUIPMENT IS DESIGNED WITH THE PRIMARY COLORS BLUE, RED, GREEN AND YELLOW. DEVELOPER/DESIGN PROFESSIONAL TO DETERMINE RESTRICTIONS THAT WILL NOT PERMIT THE INSTALLATION OF EQUIPMENT WITH THESE COLORS. DEVELOPER/DESIGN PROFESSIONAL TO REVIEW WITH ANY GOVERNING BODY NOT LIMITED TO PLANNING AND ZONING BOARDS, ARCHITECTURAL REVIEW BOARDS, OR HOME OWNER'S ASSOCIATIONS AS WELL AS WITH AND NOT LIMITED TO THE REVIEW OF ANY COVENANTS AND RESTRICTIONS OR DESIGN GUIDELINES. GOODARD SYSTEMS, LLC CAN PROVIDE COLOR ELEVATIONS OF THE EQUIPMENT IF NECESSARY. PLEASE CONTACT YOUR SA REPRESENTATIVE IF THE PRIMARY COLORS ARE NOT PERMITTED.

GRAPHIC SCALE
 0 15 30 60 120
 (IN FEET)
 1 Inch = 30 ft.

REFERENCE DRAWINGS
 WITHDRAWN CITY OF NOVI GIS MAP
 STORM SEWER CITY OF NOVI GIS MAP
 SANITARY SEWER CITY OF NOVI GIS MAP
 GAS CONCRETE ENERGY QUARTER SECTION MAP 12-18-18

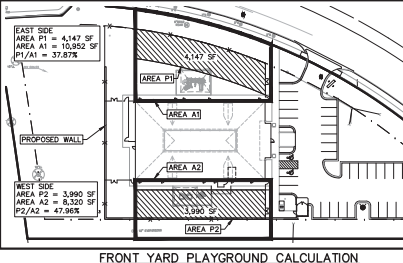
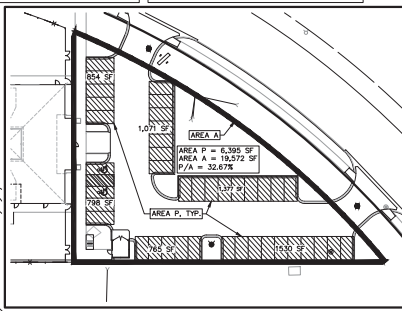
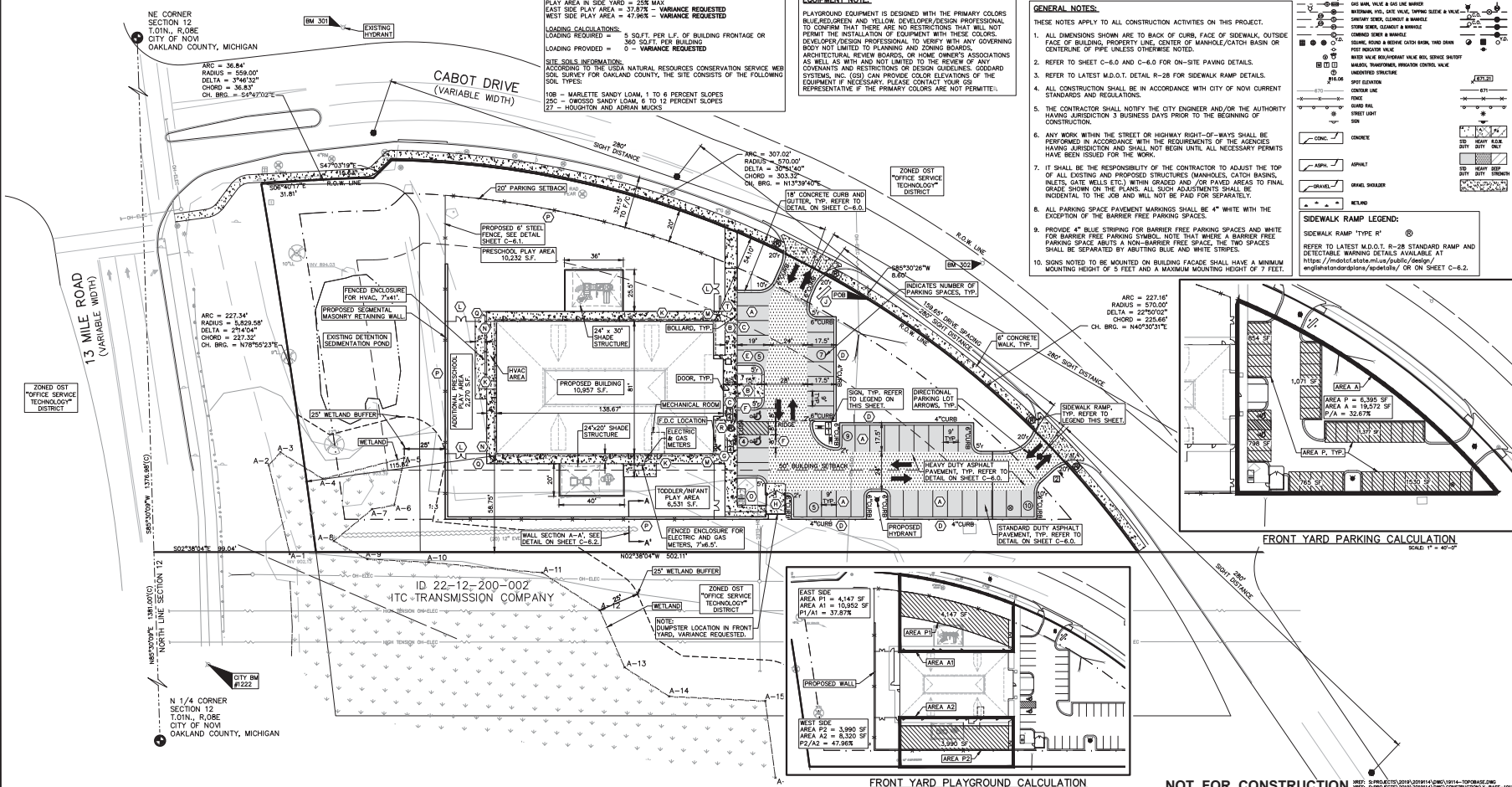
SIGN LEGEND:
 'NO PARKING FIRE LANE' SIGN (L77-22) 4 EA.
 'STOP' SIGN 1 EA.
 'BARRIER FREE PARKING' SIGN (R7-8) 2 EA.
 'VAN ACCESSIBLE' SIGN (R7-8P) 2 EA.

REFER TO SHEET C-6.2 FOR SIGN DETAILS.
 SIGN TOTALS ARE QUANTITIES NEEDED FOR THE NEW DEVELOPMENT. ALL SIGNING WILL COMPLY WITH THE LATEST EDITION OF THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD)



PEA, Inc.
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LEGEND

CONCRETE FOUNDATION
 EXISTING FOUNDATION
 PROPOSED FOUNDATION
 EXISTING CONCRETE FOUNDATION
 EXISTING MASONRY FOUNDATION
 EXISTING METAL FOUNDATION
 EXISTING WOOD FOUNDATION
 EXISTING BRICK FOUNDATION
 EXISTING STONE FOUNDATION
 EXISTING OTHER FOUNDATION

CONCRETE
 ASPHALT
 GRAVEL
 SAND
 GRAVEL SAND
 SAND GRAVEL
 SAND

SIDEWALK RAMP LEGEND:
 SIDEWALK RAMP TYPE R
 REFER TO LATEST M.D.O.T. R-28 STANDARD RAMP AND DETECTABLE WARNING DETAILS AVAILABLE AT: <https://mdot.state.mi.us/public/design/engineering-operations/operations/> OR ON SHEET C-6.2.

THE GODDARD SCHOOL
 FOR EARLY CHILDHOOD DEVELOPMENT
 10.9K PROTOTYPE V 7.0
 PART OF THE NORTHEAST 1/4 OF SECTION 12, T.01N., R.08E.,
 CITY OF NOVI, OAKLAND COUNTY, MI 48377

SITE PLAN

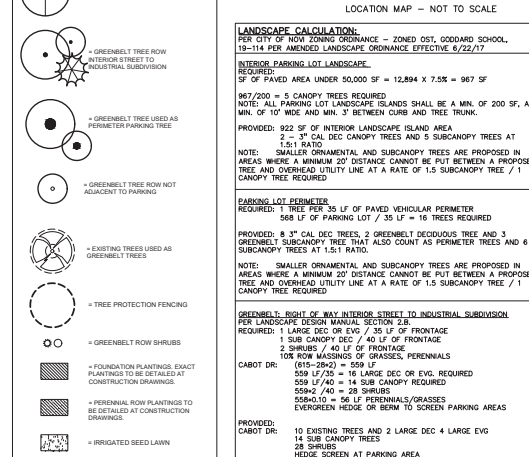
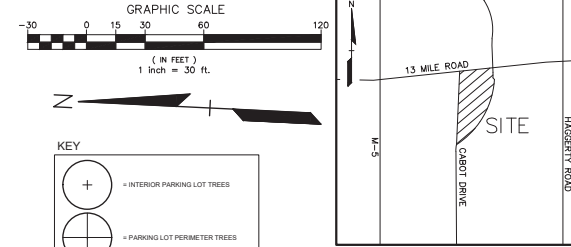
C-2.0

GENERAL PLANTING NOTES PER CITY OF NOVI:

- LANDSCAPE CONTRACTOR SHALL VISIT SITE, INSPECT EXISTING SITE CONDITIONS AND REVIEW PROPOSED PLANTING AND RELATED WORK. IN CASE OF DISCREPANCY BETWEEN PLAN AND FIELD, PLAN SHALL GOVERN QUANTITIES. CONTACT LANDSCAPE ARCHITECT WITH ANY CONCERNS.
- CONTRACTOR SHALL VERIFY LOCATIONS OF ALL ON-SITE UTILITIES PRIOR TO BEGINNING CONSTRUCTION ON HIS/HER PHASE OF WORK. ELECTRIC, GAS, TELEPHONE, CABLE TELEVISION AND SATELLITE SERVICE LINES SHALL BE IDENTIFIED BY THE CONTRACTOR. IN CASE OF DISCREPANCY BETWEEN PLAN AND FIELD, PLAN SHALL GOVERN QUANTITIES. CONTACT LANDSCAPE ARCHITECT WITH ANY CONCERNS.
- ALL PLANT MATERIALS ARE TO BE NORTHERN NURSERY GROWN, 1" AND INSTALLED ACCORDING TO ACCEPTED PLANTING PROCEDURES. ALL PLANT MATERIAL SHALL CONFORM TO THE CURRENT (AND) STANDARD FOR NURSERY STOCK. THEY SHALL BE PLANTED ACCORDING TO THE CITY OF NOVI PLANTING AND SPECIFICATIONS. THE CITY SHALL HAVE THE RIGHT TO INSPECT THE PLANT MATERIAL PRIOR TO PLANTING AND TO REJECT ANY PLANT MATERIALS DEEMED NOT TO MEET THE STANDARDS OF THE ZONING ORDINANCE.
- ALL TREES SHALL HAVE A CENTRAL LEADER AND A RADIAL BRANCHING STRUCTURE. PARK GRADE TREES ARE NOT ACCEPTABLE. ALL TREES SHALL BE BALLED AND BURLEPPED (BBS). ONLY DECIDUOUS CANOPY TREES WITH BRANCHES THAT MIGHT TEND TO DEVELOP INTO "Y" PROFILES SHALL BE SUBORDINATED SO AS NOT TO BECOME DOMINANT BRANCHES.
- ALL MULTI-STEM TREES SHALL BE HEAVILY BRANCHED AND HAVE SYMMETRICAL CROWNS. ONE SOED TREES OR THOSE WITH THIN OR OPEN CROWNS SHALL NOT BE ACCEPTED.
- ALL EVERGREEN TREES SHALL BE HEAVILY BRANCHED AND FULL TO THE GROUND, SYMMETRICAL IN SHAPE AND NOT SHEARED FOR THE LAST FIVE GROWING SEASONS.
- NO MACHINERY IS TO BE USED WITHIN THE DROP LINE OF EXISTING TREES; HAND GRADE ALL LAWN AREAS WITHIN THE DROP LINE OF EXISTING TREES.
- MULCH SHALL BE NATURAL COLOR, FINELY SHREDDED HARDWOOD BARK FOR ALL PLANTINGS. 3" THICK FOR TREES IN 4-FOOT DIAMETER CIRCLE WITH 3" PULLED AWAY FROM TRUNK. 2" THICK FOR SHRUBS AND SHRUB BEDS AND 2" THICK BARK MULCH FOR PERENNIALS.
- ALL LAWN AREAS SHALL RECEIVE 3" COMPACTED TOPSOIL.
- ALL PLANT MATERIAL SHALL BE MAINTAINED IN A HEALTHY GROWING CONDITION, INCLUDING WATERING CULTURE, WEED CONTROL AND SOIL ENRICHMENTS AS MAY BE NECESSARY.

- ALL PLANT MATERIALS ARE TO BE INSTALLED IN A SOUND, WORKMAN-LIKE MANNER AND IN ACCORDANCE WITH THE CURRENT CITY OF NOVI PLANTING REQUIREMENTS.
- ALL PLANT MATERIAL SHALL BE INSTALLED BETWEEN MARCH 15TH AND NOVEMBER 15TH.
- ALL PLANT MATERIAL SHALL BE WARRANTED FOR TWO (2) FULL YEARS AFTER DATE OF ACCEPTANCE BY THE CITY OF NOVI. ALL UNHEALTHY AND DEAD MATERIAL SHALL BE REPLACED WITHIN 3 MONTHS OR DURING THE FIRST AVAILABLE GROWING SEASON, OR WHICH EVER COMES FIRST.
- A MINIMUM OF ONE WEED CONTROL CULTIVATION PER MONTH OCCURRING IN APRIL, JULY AND AUGUST SHALL BE PERFORMED DURING THE TWO-YEAR ESTABLISHMENT PERIOD.
- ANY SUBSTITUTIONS OR DEVIATIONS FROM THE LANDSCAPE PLAN MUST BE APPROVED IN WRITING BY THE CITY OF NOVI PRIOR TO INSTALLATION.
- ALL TREE WARP, STAKES, AND GUYTS MUST BE REMOVED BY JULY 15TH, FOLLOWING THE FIRST WINTER SEASON AFTER INSTALLATION.
- ALL LANDSCAPE AREAS ARE TO BE MAINTAINED IN A HEALTHY GROWING CONDITION FREE OF DEBRIS AND REFUSE AND IN CONFORMANCE WITH THE APPROVED LANDSCAPE PLAN.
- ALL LANDSCAPE AREAS ARE TO BE WATERED BY A FULLY AUTOMATIC IRRIGATION SYSTEM.
- CONTRACTOR TO REMOVE ALL CONSTRUCTION DEBRIS AND EXCESS MATERIALS FROM THE SITE PRIOR TO FINAL ACCEPTANCE.
- PLANT MATERIALS, EXCEPT SOIL, GROUND COVER, AND CREEPING VINE TYPE PLANTINGS, SHALL NOT BE LOCATED WITHIN FOUR(4) FEET OF THE PROPERTY LINE.
- ALL TRANSFORMERS ARE TO BE SCREENED ON THREE SIDES (MIN.) IN ACCORDANCE WITH THE CITY OF NOVI ORDINANCE AND SO AS TO NOT CONFLICT WITH D.T.E. RESTRICTIONS. (DETAIL THIS SHEET)
- ALL BERMS MUST BE PLANTED WITH A COMBINATION OF TREES, SHRUBS, SOIL OR OTHER EVERGREEN GROUND COVERS.
- THE OWNER IS RESPONSIBLE FOR REQUEST OF FINAL INSPECTION AND ACCEPTANCE OF THE LANDSCAPE AT THE END OF THE 2-YEAR AUTOMATIC IRRIGATION SYSTEM.
- THE PROVIDER OF THE FINANCIAL GUARANTEE FOR THE LANDSCAPE INSTALLATION SHALL BE FULLY RESPONSIBLE FOR COMPLETION OF THE LANDSCAPE INSTALLATION AND MAINTENANCE PER THE APPROVED LANDSCAPE PLAN AND APPLICABLE CITY ORDINANCES.

TREE PLANT LIST		No more than 25% of one genus and 15% of one species		LESS THAN 200 TREES			
QTY	SYM. COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC COMMENT	REPLACE TREE	GENUS %	SPECIES %
2	F53 American Beech	Fagus grandifolia	3" Cal.	B&B Native	NO	4%	4%
5	O73 Skyline Honeylocust	Gleditsia inaequalis	3" Cal.	B&B Native	NO	10%	10%
3	N63 Tupelo	Nyssa sylvatica	3" Cal.	B&B Native	NO	6%	2%
1	Q83 Swamp White Oak	Quercus bicolor	3" Cal.	B&B Native	NO	2%	2%
2	T83 American Basswood	Tilia americana	3" Cal.	B&B Native	NO	4%	4%
13	TOTAL DECIDUOUS TREES						
SUBCANOPY TREE PLANT LIST		LESS THAN 200 TREES					
QTY	SYM. COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC COMMENT	REPLACE TREE	GENUS %	SPECIES %
9	A48 Downy Serviceberry	Amelanchier arborea	8-10" H.	B&B Native	NO	10%	10%
5	C08 Eastern Redbud	Cercis canadensis	8-10" H.	B&B Native	NO	10%	10%
7	C08 Cornelian Cherry Dogwood	Cornus mas	8-10" H.	B&B Native	NO	20%	10%
5	C78 Flowering Dogwood	Cornus florida	8-10" H.	B&B Native	NO	20%	10%
5	MR2.5 Royal Raindrops Crab Apple	Malus x 'JFS-KW'	2.5" Cal.	B&B Non-Native	NO	10%	10%
31	TOTAL SUBCANOPY TREES						
EVERGREEN PLANT LIST:		LESS THAN 200 TREES					
QTY	SYM. COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC COMMENT	REPLACE TREE	GENUS %	SPECIES %
4	P58 White Spruce	Picea glauca	8" H.	B&B Native	NO	8%	8%
48	TOTAL TREES						
SHRUB PLANT LIST:		LESS THAN 200 TREES					
QTY	SYM. COMMON NAME	SCIENTIFIC NAME	SIZE	SPEC COMMENT	REPLACE TREE	GENUS %	SPECIES %
11	K036 Kalmia (Deer) Dogwood	Comus serotina 'Kalmia'	36" H.	Cont. Native	NO		
17	H430 Incrediball Hydrangea	Hydrangea macrophylla 'Abern'	30" H.	Cont. Non-Native	NO		
20	PA24 Abbotwood Potentilla	Potentilla fruticosa 'Abbotwood'	24" H.	Cont. Native	NO		
10	T06 Tachya Arborvitae	Thuja occidentalis 'Tachya'	6" H.	Cont. Native	NO		
75	T830 Hicks Yew	Taxus x media 'Hicks'	30" H.	Cont. Non-Native	NO		
133	TOTAL SHRUBS						



LANDSCAPE CALCULATION:
 PER CITY OF NOVI ZONING ORDINANCE - ZONED O5T, GODDARD SCHOOL, 19-114 PER AMENDED LANDSCAPE ORDINANCE EFFECTIVE 6/22/17

INTERIOR PARKING LOT LANDSCAPE:
 REQUIRED: 57 SF OF PAVED AREA UNDER 50,000 SF = 12,894 x 7.5% = 967 SF
 967/200 = 5 CANOPY TREES REQUIRED
 NOTE: ALL PARKING LOT LANDSCAPE ISLANDS SHALL BE A MIN. OF 200 SF, A MIN. OF 10' WIDE AND MIN. 3' BETWEEN CURBS AND TREE TRUNK.

PROVIDED: 922 SF OF INTERIOR LANDSCAPE ISLAND AREA
 2 + 3" CAL DECIDUOUS TREES AND 2 SUBCANOPY TREES AT 1.5:1 RATIO
 NOTE: SMALLER ORNAMENTAL AND SUBCANOPY TREES ARE PROPOSED IN AREAS WHERE A MINIMUM 20' DISTANCE CANNOT BE PUT BETWEEN A PROPOSED TREE AND OVERHEAD UTILITY LINE AT A RATE OF 1.5 SUBCANOPY TREE / 1 CANOPY TREE REQUIRED

PARKING LOT PERIMETER:
 REQUIRED: 1 TREE PER 35 LF OF PAVED VEHICULAR PERIMETER
 568 LF OF PARKING LOT / 35 LF = 16 TREES REQUIRED
 PROVIDED: 8 4" CAL DEC. TREES, 2 GREENBELT DECIDUOUS TREES AND 3 GREENBELT SUBCANOPY TREES THAT ALSO COUNT AS PERIMETER TREES AND 6 SUBCANOPY TREES AT 1.5:1 RATIO.
 NOTE: SMALLER ORNAMENTAL AND SUBCANOPY TREES ARE PROPOSED IN AREAS WHERE A MINIMUM 20' DISTANCE CANNOT BE PUT BETWEEN A PROPOSED TREE AND OVERHEAD UTILITY LINE AT A RATE OF 1.5 SUBCANOPY TREE / 1 CANOPY TREE REQUIRED

GREENBELT, RIGHT OF WAY NOT ADJACENT TO INDUSTRIAL SUBDIVISION & LANDSCAPE DESIGN MANUAL SECTION 2.8:
 REQUIRED: 1 LARGE DEC OR EVC / 40 LF OF FRONTAGE
 1 SUB CANOPY DEC / 40 LF OF FRONTAGE
 2 SHRUBS / 40 LF OF FRONTAGE
 100 ROW MASSING OF GRASSES, PERENNIALS
 CABOT DR: (615-2842) = 559 LF
 559 LF/40 = 14 LARGE DEC OR EVC. REQUIRED
 559 LF/40 = 14 SUB CANOPY REQUIRED
 559 LF/20 = 28 SHRUBS
 508±10 LF = 56 LF PERENNIALS/GRASSES
 EVERGREEN HEDGE OR BORN TO SCREEN PARKING AREAS

PROVIDED: CABOT DR: 10 EXISTING TREES AND 2 LARGE DEC 4 LARGE EVC 28 SHRUBS HEDGE SCREEN AT PARKING AREA

GREENBELT, RIGHT OF WAY NOT ADJACENT TO PARKING:
 REQUIRED: 1 LARGE DEC OR EVC / 60 LF OF FRONTAGE
 1 SUB CANOPY DEC / 40 LF OF FRONTAGE
 2 SHRUBS / 40 LF OF FRONTAGE
 13 MILE RD: 225 LF/60 = 4 LARGE DECIDUOUS OR EG. REQUIRED
 225 LF/20 = 11 SUB CANOPY TREES REQUIRED
 225 LF/20 = 6 CANOPY TREES BTWN WALK & CURB

PROVIDED: 13 MILE RD: 4 EXISTING CANOPY TREES AND 1 LARGE DECIDUOUS 6 SUB CANOPY TREES 0 TRUNK WALK & CURB DUE TO LACK OF SPACE WAIVER REQUESTED

FOUNDATION PLANTINGS:
 REQUIRED: LF OF BUILDING LESS PAVED ACCESS POINTS X 8
 358 LF BUILDING PERIMETER X 8 = 2,864 SF INTERIOR SITE LANDSCAPING
 PROVIDED: 2,098 SF OF FOUNDATION LANDSCAPING ADJACENT TO BUILDING. WAIVER REQUESTED.

LANDSCAPE WAIVER REQUESTED:
 1. SOME OF THE FOUNDATION LANDSCAPING IS PROVIDED OUTSIDE OF THE FENCED IN PLAY AREA, GREATER THAN 8 FEET FROM THE BUILDING.
 2. 10 TREES PLANTED ON 10' TRUNK WALK DUE TO LACK OF SPACE (ONLY 6 BETWEEN WALK AND CURB) ALONG 13 MILE ROAD.

NOTES PER CITY OF NOVI:
 PLANT MATERIAL SHALL NOT BE PLANTED WITHIN 4' OF PROPERTY LINE.
 NO TREES SHALL BE PLANTED CLOSER THAN 15' FROM OVERHEAD UTILITY, 10' FROM FIRE HYDRANT, CATCH BASIN OR MANHOLE, 5' FROM UNDERGROUND UTILITIES AND 3' OFF BACK OF CURB.
 NO TREE TO BE LOCATED IN FRONT OF ANY SIGN OR BLOCK SIGNAGE ADDRESS. REID ADDRESS TREES AS NECESSARY.
 TRANSFORMER AND UTILITY BODIES TO BE SCREENED FOR NOV CITY DETAIL AND IN THE CASE ADDITIONAL BONES ARE CALLED TO THE SITE AFTER PLAN APPROVAL. SEE LANDSCAPE DETAIL SHT. L-1-1
 EXISTING DISEASED TREES WILL BE REMOVED AND REPLACED WITH NEW PLANTINGS PER CITY'S APPROVAL AND DIRECTION.

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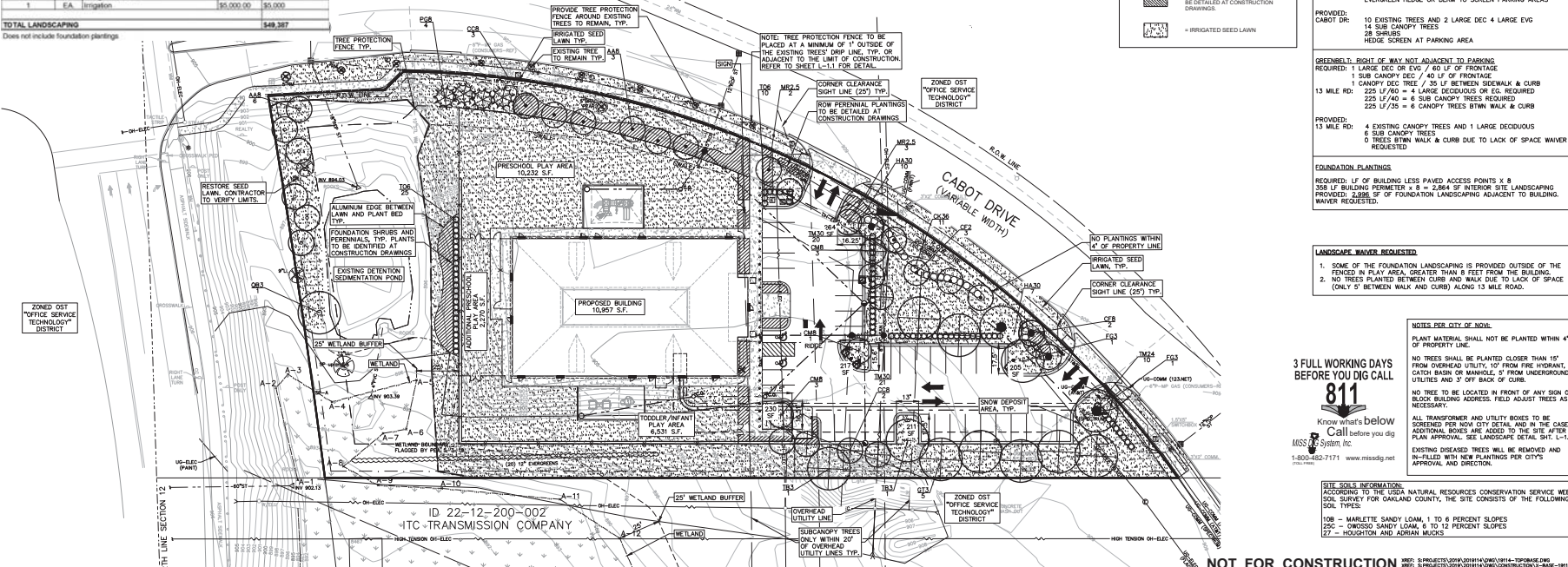
COST OPINION

PROJECT NAME: THE GODDARD SCHOOL JOB NO.: 2019-114

LANDSCAPE

ESTIMATED QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	ITEM PRICE
4,537	S.Y.	Seed Lawn	\$2.50	\$11,343
367	C.Y.	Topsoil - On Site (3" Depth)	\$7.00	\$2,569
170	C.Y.	Plant Area for Berms (12" Depth)	\$19.00	\$3,230
40	C.Y.	Mulch (3" Depth)	\$30.00	\$1,200
133	EA.	Shrubs	\$93.00	\$12,369
1,125	LF.	Aluminum edge	\$5.00	\$5,625
31	EA.	Sub-Canopy Ornamental Trees	\$250.00	\$7,750
13	EA.	Deciduous Trees	\$400.00	\$5,200
4	EA.	Evergreen Trees	\$325.00	\$1,300
1	EA.	Irrigation	\$5,000.00	\$5,000
TOTAL LANDSCAPING			\$49,387	

Does not include foundation plantings



PEA, Inc.
 2430 Rochester Ct., Ste. 100
 Troy, MI 48063-1972
 T: 248.689.9090
 F: 248.689.1044
 www.peainc.com

CAUTION!
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STATE OF MICHIGAN
LYNN A. WHIPPLE
 LANDSCAPE ARCHITECT
 LICENSE NO. 10764

DATE: JUN 01, 2019
 PROJECT NO.: 2019-114

THE GODDARD SCHOOL FOR EARLY CHILDHOOD DEVELOPMENT
10.9K PROTOTYPE V 7.0
 PART OF THE NORTHEAST 1/4 OF SECTION 12, T.01N., R.08E., CITY OF NOVI, OAKLAND COUNTY, MI 48377

LANDSCAPE PLAN

L-1.0

NOT FOR CONSTRUCTION

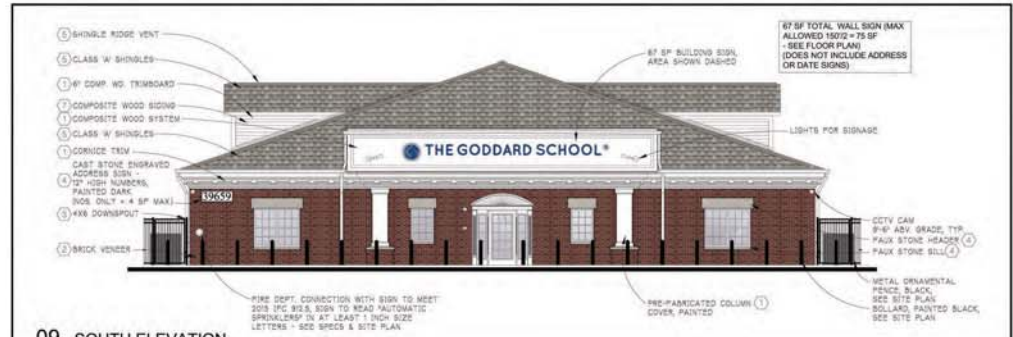
MATERIAL BOARD



1. TRIMBOARD 2. BRICK VENEER 3. DOWNSPOUT 4. CAST STONE



5. CLASS 'A' SHINGLES 6. WOOD FENCE 7. WOOD SIDING



09 SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



10 NORTH ELEVATION

SCALE: 1/8" = 1'-0"



11 WEST ELEVATION

SCALE: 1/8" = 1'-0"



12 EAST ELEVATION

SCALE: 1/8" = 1'-0"

FACADE CALCULATIONS						
SIDE	BRICK NATURAL CLAY	TRIM	ASPHALT SHINGLES	CAST STONE	WD. SIDING	TOTALS
NORTH	595.1 SF (35.2%)	262.2 (15.4%)	749 SF (44.3%)	49.7 SF (2.9%)	37.2 SF (2.2%)	1692.2 SF (100%)
EAST	923.2 SF (35.7%)	370.6 SF (14.3%)	1078.4 SF (41.7%)	84.5 SF (3.2%)	132.5 SF (5.1%)	2588.7 SF (100%)
SOUTH	638.6 SF (36.9%)	287.3 SF (16.4%)	540.2 SF (30.9%)	35.2 SF (2.0%)	248.2 SF (14.2%)	1749.5 SF (100%)
WEST	873.3 SF (34.2%)	370.6 SF (14.5%)	1078.4 SF (42.2%)	100.9 SF (3.9%)	132 SF (5.2%)	2555.2 SF (100%)

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 Ann Arbor, MI 48104
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THE GODDARD SCHOOL
 FOR EARLY CHILDHOOD DEVELOPMENT
 39836 W. 13 MILE ROAD
 NOVI, MI 48377

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

September 4, 2019

Planning Review

Goddard School @ Cabot

JSP 19-33

PETITIONER

PEA, Inc.

REVIEW TYPE

Preliminary Site Plan

PROPERTY CHARACTERISTICS

- Site Location: Section 12; South of Thirteen Mile and West of Cabot Drive
- Site School District: Walled Lake Consolidated School District
- Site Zoning: OST Office Service Technology District
- Adjoining Zoning: West: OST Office Service Technology District
East: OST Office Service Technology District
North: OST Office Service Technology District
South: OST Office Service Technology District
- Site Use(s): Vacant
- Adjoining Uses: West: ITC lines/vacant; East: Office; North: Office; South: Office
- Site Size: 2.069 acres
- Building Size: 10,957 sq. ft.
- Plan Date: August 8, 2019

PROJECT SUMMARY

The applicant is proposing to construct a 10,957 square foot building, fenced outdoor play areas, and associated parking for a child day care center. Stormwater would be collected by a single collection system and detained in an existing pond. Two driveways on Cabot Drive are proposed. The site is currently vacant. The parcel is zoned OST Office Service Technology, and child care facilities are a permitted use.

RECOMMENDATION

Approval of the *Preliminary Site Plan is recommended*. The plan mostly conforms to the requirements of the Zoning Ordinance, with any deviations noted below. All reviewers currently recommend approval or conditional approval. **Planning Commission approval of the Preliminary Site Plan and Storm Water Management Plan is required.**

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

1. Outdoor Recreation Area (Sec. 4.12.2.i.a): The use standards for Daycare facilities require the provision of 150 square feet of outdoor recreation area per person to be cared for. The applicant indicates the maximum capacity of the center will be 156 children, which would require 23,400 square feet of outdoor recreation area. **The applicant shall seek a variance from the Zoning Board of Appeals for a deficiency of 4,367 square feet.**
2. Exterior Side Yard - Recreation Area (Sec. 4.12.2.i.a): The ordinance states the Outdoor Recreation Area may extend into the exterior side yard up to 25% of the distance between the building and the property line. The applicant's calculation shows the recreation area occupies 37.87% of the exterior side yard, however it does not appear the calculation includes all of the play area between the building and the property line. **The applicant shall verify the calculation is correct, and seek as variance from the Zoning Board of Appeals for any amount over 25%.**
3. Loading Zone (Sec. 5.4.3): An area for loading and unloading is required to be provided in the OST District. **The applicant shall seek a variance from the Zoning Board of Appeals for the absence of a loading zone.**
4. Required Parking (Sec. 5.2): Gross usable floor area and employee count is required to calculate the parking requirements in accordance with the standards of Section 5.2. The applicant has indicated the number of employees is 20. The applicant has provided a floor plan and calculation of 6,887 square feet of usable floor area. This calculation appears to include only classrooms and multi-purpose space. Office/work areas should also be included. **The applicant shall revise the calculation. Based on the revised UFA, the parking required for the site is anticipated to be higher than the 40 spaces currently proposed. The applicant will either need to provide the additional spaces required or seek a variance from the Zoning Board of Appeals for the deficiency of parking spaces.**
5. Bike Parking Layout (Section 5.16.6): The applicant has provided the required bicycle parking with detail shown on sheet C-6.2. The ordinance states the spaces shall be 6-foot wide, however the detail shows 5 foot. **The bicycle parking pad could be reduced to 5 feet by 6 feet and the rack reoriented to run east-west in order to meet the requirements.**
6. Dumpster (Sec. 4.19.2.F): Dumpsters are required to be located in the rear yard. The dumpster is proposed to be located in the front yard due to the site configuration and lack of access to the rear yard. The barrier free parking spaces have been relocated away from the dumpster. **The applicant shall seek a variance from the Zoning Board of Appeals for location of the dumpster.**
7. Accessory Structures (Section 4.19): The play/shade structures in the outdoor recreation areas are considered accessory structures and are subject to the requirements of Section 4.19, including they must be located in the rear yard and must be located greater than 10 feet from the main building. **The proposed plan will require variances from the Zoning Board of Appeals for location of the play structures in the exterior and interior side yards, and less than 10 feet from the main building.**
8. Fences, Non-Residential (Sec. 5.11): The ordinance states that no fence shall extend into a front or exterior side yard. The proposed plan has a fence around the outdoor recreation area in the exterior side yard on the east side. **The applicant shall seek a variance from the Zoning Board of Appeals for location of fence in the exterior side yard.**

Other Reviews

- Engineering Review (updated 10/1/19): Engineering review recommends approval of the Preliminary Site Plan and Preliminary Storm Water Management Plan at this time. Additional comments to be addressed with Final Site Plan submittal.
- Landscape Review: Three landscape waivers are required. Approval of the Preliminary Site Plan is recommended, contingent on the plan being modified to address concerns detailed in the Landscape Letter. Additional comments to be addressed with Final Site Plan submittal.
- Wetland Review: A Wetland Buffer Authorization will be required. ECT recommends approval of the Preliminary Site Plan, with additional comments to be addressed with Final Site Plan submittal.
- Woodland Review: No impacts to regulated woodlands are proposed.
- Traffic Review: Approval of the Preliminary Site Plan is recommended. Additional comments to be addressed with Final Site Plan submittal.
- Façade Review: The building design is in full compliance with the Façade Ordinance. Approval is recommended.
- Fire Review: Conditional approval is recommended. Additional comments to be addressed with Final Site Plan submittal.

NEXT STEP: PLANNING COMMISSION MEETING

This Site Plan is scheduled to go before Planning Commission for consideration on **October 16, 2019 at 7:00 p.m.** The applicant should work to address the items identified in the Engineering Review letter in the interim in order to receive a positive recommendation. Please provide via email the following **by noon on October 10, 2019**, if you wish to keep this schedule:

1. Site Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE.**
2. A response letter addressing ALL the comments from ALL the review letters and a request for waivers as you see fit.
3. A color rendering of the Site Plan (Optional to be used for Planning Commission presentation).
4. A sample board of building materials as requested by our Façade Consultant.

ZONING BOARD OF APPEALS MEETING

If the Planning Commission approves the site plan, the applicant should then seek Zoning Board of Appeals variances for the items identified. The application can be found at this [link](#). Please contact Kate Oppermann at 248-347-0459 for meeting and deadline schedules.

FINAL SITE PLAN SUBMITTAL

After receiving the Preliminary Site Plan approval from the Planning Commission (and Zoning Board of Appeals variances), please submit the following for Final Site Plan review and approval:

1. Five 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 Cost Estimate
6. Landscape Cost 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. If changes are proposed, include an additional set of plans in the submittal.)

11. Legal Documents as required
12. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

After receiving Preliminary/Final Site Plan 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. A letter from either the applicant or the applicant's representative addressing comments in this and other review letters and associated charts is to be submitted with the electronic stamping set. This letter should address 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 comments from City staff the applicant should make the appropriate changes on the plans and submit **9 size 24" x 36" copies with original signature and original seals on the cover sheet (subsequent pages may use electronic seal with signature)**, to the Community Development Department for final Stamping Set approval.

If required, drafts for all legal documents with a legal transmittal are to be submitted along with stamping sets.

SIGNAGE

Exterior Signage is not regulated by the Planning Division or Planning Commission. Sign permit applications that relate to construction of a new building or an addition to an existing building may submitted, reviewed, and approved as part of a site plan application. Proposed signs shall be shown on the preliminary site plan. Alternatively, an applicant may choose to submit a sign application to the Building Official for administrative review. Following preliminary site plan approval, any application to amend a sign permit or for a new or additional sign shall be submitted to the Building Official. Please contact the Ordinance Division 248.735.5678 for information regarding sign permits.

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, so it is recommended you contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department once you receive Final Site Plan approval. Any questions regarding the Pre-Con should be directed to Sarah.

CHAPTER 26.5

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.347.0484 or lbell@cityofnovi.org.

A handwritten signature in black ink that reads "Lindsay Bell". The signature is written in a cursive, flowing style.

Lindsay Bell – Planner

Item	Required Code	Proposed	Meets Code	Comments
Hours of Operation (Sec. 4.12.2.i.b)	Hours of operation shall be limited to 6 am – 7 pm for facilities abutting residential zoning	Not abutting residential	NA	
Location (Sec. 4.12.2.i.c)	Located in permitted office or commercial structure, or in a freestanding building on a site coordinated with surrounding development (i.e. traffic flow, parking access, drop off areas, architecture, and relationship to other buildings.	Free standing building proposed	Yes	
Screening and Landscaping (Sec. 4.12.2.i.d)	Screening and landscaping of outdoor recreation areas, recreation area fences, and parking lots shall comply with Sec. 5.5.	Fence and landscaping proposed – details provided	Yes	See Landscape Review Letter and Sec. 5.5 for requirements
Parking in Side Yard (Sec. 4.12.2.ii.a)	Not more than 50% of front yard or exterior side yard setback between the minimum required parking setbacks (35') and building façade line may be used for parking. The balance of this area shall be maintained in lawn and landscaping.	Parking in Front yard Calc. shows 32.7% parking in the front yard	Yes	
Vehicle Access (Sec. 4.12.2.ii.b)	Vehicular access to site shall not be directly to or from a major arterial or arterial.	Driveways on Cabot Drive	Yes	Cabot Drive is a non-residential collector and can be accessed for this site.
Façade Standards (Sec. 4.12.2.ii.c)	Facilities abutting residential zoning districts shall be reviewed under the façade standards in Section 4.12.1.B.vii.	Does not abut residential	Yes	
Height, bulk, density, and area limitations (Sec 3.1.22.D)				

Item	Required Code	Proposed	Meets Code	Comments
Frontage on a Public Street. (Sec. 5.12) Access To Major Thoroughfare (Sec. 5.12)	Frontage on a Public Street is required	Cabot Drive is a public street with access to Thirteen Mile – a major thoroughfare	Yes	
Minimum Zoning Lot Area (Sec 3.6.2.D)	Except where otherwise provided, the min. lot area and width, and the max. % of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		Yes	
Minimum Zoning Lot Width (Sec 3.6.2.D)			Yes	
Maximum % of Lot Area Covered (By All Buildings) (Sec 3.6.2.D)		12% lot coverage	Yes	
Open Space Area	----	---		
Building Height (Sec. 3.1.22.D)	46 ft. or 3 stories	24'8" height	Yes	
Building Setbacks (Sec 3.1.22.D)				
Front (south)	50 ft.	54.1 ft.	Yes	
Rear (north)	50 ft.	115.8 ft.	Yes	
Side (east)	50 ft.	54.1 ft.	Yes	
Side (west)	50 ft.	58.75 ft.	Yes	
Parking Setback (Sec 3.1.22.D) Refer to applicable notes in Sec 3.6.2.E				
Front (south)	20 ft.	20 ft.	Yes	
Rear (north)	20 ft.		NA	
Side (east)	20 ft.	20 ft.	Yes	
Side (west)	20 ft.	20 ft.	Yes	
Note To District Standards				
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	54.1 ft. provided	Yes	
Off-Street Parking in Front Yard (Sec 3.6.2.E)	Off-street parking is allowed in front yard and shall comply setback requirements in Section 3.1 and Section 5.5.3	Parking is in the front yard – observes 20 ft setback	Yes	See Landscape Review letter for additional information.
Distance Between	The distance between	Located proper	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Buildings (Sec 3.6.2.H)	buildings shall be governed by Sec. 3.8.2 or the minimum setback requirements of the district	distance from other nearby buildings		
Wetland/ Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft. from wetlands and from high watermark course shall be maintained	Wetland area in NW corner	Yes	See Wetland review letter – Buffer authorization required for grading in 25’ wetland buffer
Parking setback screening (Sec 3.6.2.P)	Required parking setback area shall be landscaped per Sec. 5.5.3.	Proposed		See Landscape Review letter.
Modification of parking setback requirements (Sec 3.6.2.Q)	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q	None proposed	NA	
OST District Required Conditions (Sec 3.20)				
Additional Height (Sec 3.20.1)	Properties north of Grand River Avenue: Max height: 65 ft with additional setbacks of 2 ft for every 1 ft in excess of 46 ft.	No additional height requested	NA	
Loading and Unloading Screening (Sec 3.20.2.A)	Truck service areas and overhead truck loading/unloading doors shall be totally screened from view from any public right-of-way, including freeway right-of-way, and adjacent properties, except for required driveway access.	No loading area proposed	Yes	ZBA Variance requested for absence of loading area – provide justification
Required Parking Calculation (Sec 3.20.2.B)	A floor plan indicating different uses, usable floor space used for calculating parking should be shown on the plans Definition UFA: <i>That area used for or intended...for use to serve patrons, clients, or customers.</i>	UFA calculation included – office areas should be included with classrooms and multipurpose space 6,887 sf *	No	*Revise calculation to include office spaces

Item	Required Code	Proposed	Meets Code	Comments
	<i>Such floor area which is used or intended to be used principally for the storage or processing of merchandise, hallways, or for utilities or sanitary facilities, shall be excluded from this computation of "Usable Floor Area."</i>			
Additional conditions for permitted uses in 3.1.23.B.ii – v (Sec 3.20.2.C)	Uses permitted under subsections 3.1.23.B.ii - v shall not be located on property sharing a common boundary with property zoned for R-A, R-1, R-2, R-3, R-4 or MH district use unless conditions in section 3.20.2.C are met	The property is not located adjacent to the zoning districts mentioned	NA	
Outdoor storage (Sec 3.20.2.D)	The outdoor storage of goods or materials shall be prohibited.	Noted – sheet C-2.0	Yes	
Parking, Loading, and Dumpster Requirements				
Number of Parking Spaces Child Care Centers (Sec.5.2.12.B)	One for each 350 sq. ft. of usable floor area plus one for each employee 6,887 UFL/350 = 20 # of employees = 20 Total Required Parking Spaces = 40*	40 spaces provided	No	UFL calculation appears to exclude office area; <u>With revisions of UFL, the number of parking spaces required is likely to be higher than the number proposed.</u>
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90°: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks with 4" curb and landscaping	Proposed Proposed Proposed	Yes	
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer	25 ft. from ROW	Yes	

Item	Required Code	Proposed	Meets Code	Comments
End Islands <i>(Sec. 5.3.12)</i>	<ul style="list-style-type: none"> - End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall be at least 8 ft. wide, outside radius of 15 ft., and be constructed 3 ft. shorter than the adjacent parking stall 	End islands proposed	No	Provide radii dimensions of all proposed end islands.
Barrier Free Spaces <i>Barrier Free Code</i>	For 26-50 parking spaces provided – 2 barrier free required <ul style="list-style-type: none"> - For every 6 or fraction of six accessible parking spaces, at least one shall be van-accessible 2 spaces required; 1 van-accessible	Proposed 2 van accessible parking spaces	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	<ul style="list-style-type: none"> - 8' wide with 8' wide access aisle for van spaces - 8' wide with a 5' wide access aisle for regular accessible spaces 	Proposed	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	2 signs proposed	Yes	
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Day Care Centers: Two Spaces	2 spaces, 1 rack proposed	Yes	
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	<ul style="list-style-type: none"> - No farther than 120 ft. from the entrance - When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations - Spaces to be paved 	Proposed NA	Yes	Verify that bike rack proposed is a min. height of 36"

Item	Required Code	Proposed	Meets Code	Comments
	and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	Detail sheet C-6.2 Proposed		
Bicycle Parking Lot layout <i>(Sec 5.16.6)</i>	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	Layout detail provided sheet C-6.2	No?	Paved pad may be reduced to 5' x 6' as only one rack is provided. Re-orient rack to east-west so full 6 feet of parking space width is available (currently 5 ft proposed)
Loading Spaces <i>(Sec. 5.4.1)</i>	<ul style="list-style-type: none"> - Within the OS districts, loading space shall be provided in the rear yard or - in the case of a double frontage lot, in the interior side yard, - In the ratio of five (5) square feet per front foot of building up to a total area of three-hundred sixty (360) sq. ft. per building. 	No loading area proposed	No	Variance for absence of loading area will need to be requested from the Zoning Board of Appeals – provide justification for why loading/unloading area is not needed
Dumpster <i>Sec 4.19.2.F</i>	<ul style="list-style-type: none"> - Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces 	Proposed in front yard More than 10 ft. Not within parking setback. Adjacent to Barrier free	No	A ZBA variance will be required for the location in the front yard. (No road access to the rear yard)

Item	Required Code	Proposed	Meets Code	Comments
Dumpster Enclosure <i>Sec. 21-145. (c)</i> <i>Chapter 21 of City Code of Ordinances</i>	<ul style="list-style-type: none"> - Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery 	Details provided sheet C-6.1	Yes	
Accessory Structures <i>(Sec. 4.19)</i> <i>Play/Shade structures</i>	<ul style="list-style-type: none"> ▪ Shall be located in the rear yard ▪ > 10 ft. from main bldg. ▪ > 6 ft. from side/rear lot line ▪ < Max height of district ▪ 1 on lot < 21,780 sq. Ft. and no more than 2 on lot ≥ 21,780 sq. ft. ▪ Flagpoles? 	Proposed in exterior side & interior side yards No Yes 2 proposed (lot greater than 21,780 sf) None	No	ZBA variance for location of one shade structure in the exterior side yard and one in interior side yard ZBA variance for accessory structures less than 10 feet from the building Provide details, including height and other dimensions of the play/shade structures
Fences (Non-Residential) <i>(Sec. 5.11)</i>	<ul style="list-style-type: none"> ▪ No fence shall extend into a front or exterior side yard ▪ No fence shall exceed 8 feet* ▪ No fence shall carry electrical current ▪ See section 5.5 for any screening requirements 	Fenced around play area in exterior side yard 6 ft proposed No electrical	No Yes Yes	ZBA variance required for fence extending into exterior side yard (east side)
Lighting and Other Equipment Requirements				
Exterior lighting <i>Sec. 5.7</i>	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	Not Provided	Yes	
Roof top equipment and wall mounted utility equipment <i>Sec. 4.19.2.E.ii</i>	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the	No roof top equipment	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	design and color of the building			
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road, or adjacent property.	No roof top equipment	Yes	
Non-Motorized Facilities				
Off-Road Non-Motorized Facilities (City Ordinance, Article XI)	Non-motorized facilities shall be placed across the frontage of all streets and roadways (public or private) for all projects in accordance with the "Bicycle and Pedestrian Master Plan ", as well as at those locations specified in the City of Novi Subdivision Ordinance (Appendix C) and the City of Novi Zoning Ordinance.	6' Sidewalk along Cabot Drive proposed.	Yes	
Pedestrian Connectivity	Whether the traffic circulation features within the site and location of automobile parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site and in relation to access streets	Internal sidewalks proposed to connect to sidewalk along street	Yes	
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce		Yes	

Item	Required Code	Proposed	Meets Code	Comments
	unnecessary transmission of light into the night sky			
Lighting Plan (Sec. 5.7.A.1)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Photometric plan provided sheet SL-1.1	Yes	
Lighting Plan (Sec.5.7.A.2)	Specifications for all proposed & existing lighting fixtures: <ul style="list-style-type: none"> ▪ Photometric data ▪ Fixture height ▪ Mounting & design ▪ Glare control devices ▪ Type & color rendition of lamps ▪ Hours of operation 	Specifications provided sheet SL-1.2	Yes	
Required Conditions (Sec. 5.7.3.A)	Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses)	20 feet proposed	Yes	
Required Conditions (Sec. 5.7.3.B)	<ul style="list-style-type: none"> ▪ Electrical service to light fixtures shall be placed underground ▪ Flashing light shall not be permitted ▪ Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation 	Not provided	No	Provide a note on the site plan stating each item.
Required Conditions (Sec.5.7.3.E)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	3.8:1 proposed	Yes	
Required Conditions (Sec. 5.7.3.F)	Use of true color rendering lamps such as metal halide is preferred over high & low pressure sodium	LED proposed; 4000K color	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	lamps			
Min. Illumination (Sec. 5.7.3.k)	Parking areas: 0.2 min	0.9 fc	Yes	
	Loading/unloading areas: 0.4 min		NA	
	Walkways: 0.2 min	0.2 fc	Yes	
	Building entrances, frequent use: 1.0 min	6.6 fc	Yes	
	Building entrances, infrequent use: 0.2 min	4.4 fc	Yes	
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.K)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	1.0 fc	Yes	
Cut off Angles (Sec. 5.7.3.L)	<ul style="list-style-type: none"> ▪ All cut off angles of fixtures must be 90° when adjacent to residential districts ▪ Maximum illumination at the property line shall not exceed 0.5 foot candle 	Not adj to residential	NA	
Building Code and Other Design Standard Requirements				
Building Code	Building exits must be connected to sidewalk system or parking lot.	All exits are connected to internal sidewalk	Yes	
Design and Construction Standards Manual (See Preliminary Site Plan Checklist)	Land description, Sidwell number (metes and bounds, acreage parcel, lot number(s), etc.	Provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in sq. ft.), location of proposed parking and layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	
Economic Impact	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Information Not Provided	No	Please provide the information with the in response letter to share with the Planning Commission.
Signage	Signage if proposed requires a permit. Signage is not regulated by the Planning Division or Planning Commission.	Some proposed.		Submit a <u>Sign Permit Application</u> to Maureen Underhill, 248-735-5602.
Street Addressing	The applicant should contact the Building Division for an address prior to applying for a building permit.			Submit an <u>Application for Addresses</u> to Brian Riley, 248-347-0438.
Project and Street Naming	Some projects may need approval from the Street and Project Naming Committee.		NA	
Parcel Split or Combination or Condominium approval	Property split or combination must occur before Final Stamping Sets can be approved.	None proposed	NA	

NOTES:

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

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

October 1, 2019

Engineering Review

Goddard School at Cabot Drive
JSP19-0033

Applicant

Haggerty Corridor Partners

Review Type

Preliminary Site Plan, revised for two plan sheets revised and resubmitted electronically

Property Characteristics

- Site Location: South of Thirteen Mile Road, West of Cabot Drive
- Site Size: 2.069 acres
- Plan Date: 08/08/2019, with sheets C-3.0 and C-5.0 revised and resubmitted electronically 09/23/2019
- Design Engineer: PEA, Inc.

Project Summary

- Construction of an approximately 10,957 square-foot day care center and associated parking. Site access would be provided by two curb cuts off of Cabot Drive.
- Water service would be provided by an extension from the existing 8-inch water main stub on the south end of the parcel. A domestic lead and a fire lead would be provided to serve the building, along with a hydrant.
- Sanitary sewer service would be provided by a 6-inch extension from the existing 8-inch sanitary sewer running across the south part of the parcel
- Storm water would be collected by a single storm sewer collection system that leaves the site to the east and eventually loops back to the site to be discharged to existing detention basin in the northern part of the parcel.

Recommendation

Approval of the Preliminary Site Plan and the Preliminary Storm Water Management Plan is recommended. The volume of the existing detention basin, once re-graded, appears to be adequate, and a maintenance access route to the basin has been proposed.

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 Code of Ordinances, the Storm Water Management Ordinance, and the Engineering Design Manual, with the following exceptions, which must 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):

General

1. A right-of-way permit will be required from the City of Novi for work within the Cabot Drive right of way.
2. A same-side driveway spacing Waiver, granted by the Planning Commission, may be required for the proposed location of the two Cabot Drive entrances. The Engineering Department would support this waiver request.
3. Note and show all the existing easements in the proposed site; e.g., sanitary sewer easement, storm sewer access easement, etc. on the topographic survey plan and other applicable sheets.
4. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
5. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
6. Provide a utility crossing table indicating that at least 18-inch vertical clearance will be provided; or that additional bedding measures will be utilized at points of conflict where adequate clearance cannot be maintained.
7. Provide the City's standard detail sheets for water main (5 sheets-rev. 02/16/2018), sanitary sewer (3 sheets- rev. 02/16/2018), storm sewer (2 sheets-rev. 02/16/2018), and paving (2 sheets-rev. 03/05/2018) at the time of the printed Stamping Set submittal. These details can be found on the City's website at this location: <http://cityofnovi.org/Government/City-Services/Public-Services/Engineering-Division/Engineering-Standards-and-Construction-Details.aspx>
8. A letter from either the applicant or the applicant's engineer must be submitted with the Revised Preliminary Site Plan submittal highlighting the changes made to the plans and addressing each of the comments in this review.

Water Main

9. Provide a profile for all proposed water main 8-inch and larger.
10. Note the material and class/type of the proposed water main and domestic water lead on the utility plan.
11. If the existing water main stub, along with the existing gate valve and well, are correct as shown on the plans, then a proposed gate valve and well is not necessary at the connection.

12. The proposed 20-foot wide water main easement must terminate 10 feet past the tee for the hydrant. The remainder of the proposed water main beyond the said tee will be private as a fire line, and thus can be reduced to 6" diameter.
13. The proposed domestic water lead is shown to be going past the existing 8" water main and then coming back to connect to it. The said lead can connect to it directly at their intersection. Provide shut-off valve for the said lead within the existing water main easement.
14. Provide three (3) signed and sealed sets of revised utility plans along with the MDEQ permit application (06/12 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

15. Show on the plans a 20-foot wide access easement to the sanitary sewer monitoring manhole.
16. The 6-inch sanitary lead shall be a minimum SDR 23.5 and at minimum 1.0% slope.
17. Provide a note on the Utility Plan stating that sanitary leads shall be buried at least 5 feet deep where under the influence of pavement.

Storm Sewer

18. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan.
19. The pipe directions for the existing catch basin immediately upstream of the detention basin appear to be in error. Revise accordingly.
20. The end section invert for the existing basin discharge pipe appears to be in error. Revise accordingly.
21. A minimum cover depth of 3 feet shall be maintained over all storm sewers.
22. Show and label all roof conductors, and show where they will tie into the storm sewer system on the layout and on the profile.
23. Provide storm sewer profiles and illustrate all pipes intersecting storm structures.

Storm Water Management Plan

24. One foot of freeboard shall be provided above the 100-year storm storage elevation.
25. A 4-foot wide safety shelf is required one foot below the permanent water surface elevation within the basin.
26. Detention basin side slopes shall not exceed 1 foot vertical to 4 feet horizontal. Both proposed and existing contours along the basin's east bank exceed 1:4 and shall be revised.

27. The proposed maintenance access route to the basin outlet structure shall have a maximum slope of 1 foot vertical to 5 feet horizontal; the 901 and 902 contours are shown to be at a greater slope. Revise such that entirety of route complies with the maximum allowable slope.
28. Provide a 5-foot wide stone bridge/access route allowing direct access to the standpipe from the bank of the basin during high-water conditions (i.e. stone 6-inches above high water elevation). Provide a detail and/or note as necessary.
29. Provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
30. Provide manufacturer's details and sizing calculations for the pretreatment structure on the plans. Provide drainage area and runoff coefficient calculations specific to the area tributary to each treatment structure. The treated flow rate should be based on the 1-year storm event intensity (~1.6 In/Hr). Higher flows shall be bypassed.
31. Provide release rate calculations for the three design storm events (first flush, bank full, 100-year).
32. The existing primary outlet standpipe shall be designed with a secondary outer pipe with numerous holes. The stone filter would rest against this outer pipe and would help protect the outlet standpipe from clogging. Verify existing control structure satisfies this requirement.
33. Due to maintenance concerns, each restricting orifice in the control structure shall be a minimum of **1 square-inch in size**, even though this may result in a flow rate above that calculated. Verify existing control structure satisfies this requirement.
34. Provide a soil boring in the vicinity of the storm water basin to determine soil conditions and to establish the high water elevation of the groundwater table.

Paving & Grading

35. Note and show the relocation of the existing switchbox located near the south end of the proposed site from the proposed sidewalk.
36. Provide a note on the Grading Plan stating the right-of-way sidewalk will match existing grade at the north end.
37. Provide additional spot grades where the right-of-way sidewalk continues through the drive approach to verify the maximum 2-percent cross-slope is maintained along the walk.

Soil Erosion and Sediment Control

38. A SESC permit is required. A full review has not been completed 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

39. Any off-site easements must be executed prior to final approval of the plans. Drafts shall be submitted at the time of the Final Site Plan submittal.

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

40. 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 shall not include 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).
41. Draft copies of any off-site utility 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:

42. A draft copy of the maintenance agreement for the storm water facilities, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department with the Final Site Plan. Once the form of the agreement is approved, this agreement must be approved by City Council and shall be recorded in the office of the Oakland County Register of Deeds.
43. A draft copy of the 20-foot wide easement for the water main to be constructed on the site must be submitted to the Community Development Department.
44. A draft copy of the 20-foot wide access easement for the sanitary sewer monitoring manhole to be constructed on the site must be submitted to the Community Development Department.
45. A draft copy of the Storm Drainage Facility Maintenance Easement Agreement (SDFMEA) for the four-foot deep sump and an oil/gas separator in the last storm structure, as outlined in the Storm Water Management Ordinance, must be submitted to the Community Development Department. Once the agreement is approved by the City's Legal Counsel, this agreement will then be sent to City Council for approval/acceptance. The SDFMEA will then be recorded at the office of the Oakland County Register of Deeds. This document is available on our website.

The following must be addressed prior to construction:

46. A pre-construction meeting shall be 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).

47. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting (no application fee).
48. 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.
49. A permit for work within the right-of-way of Cabot Drive 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.
50. A permit for water main construction must be obtained from the MDEGLE. This permit application must be submitted through the Water and Sewer Senior Manager after the water main plans have been approved.
51. Construction Inspection Fees will be determined once the construction cost estimate is submitted and must be paid prior to the pre-construction meeting.
52. 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 with Community Development.
53. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted with Community Development.

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 Victor Boron at (248) 735-5695 with any questions.

Victor Boron
Plan Review Engineer

cc: Lindsay Bell, Planner
Kate Richardson, Plan Review Engineer
Ben Croy, P.E., City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

August 26, 2019

Preliminary Site Plan - Landscaping

Goddard School at Cabot

Review Type

Preliminary Landscape Review

Job

JSP19-0033

Property Characteristics

- Site Location: Southwest corner of 13 Mile Road and Cabot Drive
- Site Acreage: 0.78 ac.
- Site Zoning: OST
- Adjacent Zoning: North, West, South: OST
- Plan Date: 8/8/2019

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 revised Preliminary Site Plan submittal. Please follow guidelines of the Zoning Ordinance and Landscape Design Guidelines. This review and the accompanying Landscape Chart are summaries and are not intended to substitute for any Ordinance.

Landscape Waivers Required:

- Location of building foundation landscaping away from building – *supported by staff*
- Deficiency in interior parking lot island area – *not supported by staff*
- Deficiency in large frontage trees provided – *not supported by staff.*

Recommendation

This project **is recommended for approval for Preliminary Site Plan, contingent on the plan being modified to provide the required parking lot landscaping area, or the approval of all waivers by the Planning Commission.** The remaining revisions noted can be addressed on Final Site Plans.

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

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

1. Provided
2. Please provide protection for the line of evergreens on the west side of the property.

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

The project is not adjacent to any residentially-zoned property.

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

1. While a berm is not required, a screening hedge for the parking lot is required, and is

- provided.
2. The required 4 canopy and 6 subcanopy trees are provided along 13 Mile Road.
 3. **Two more canopy or large evergreen trees are required along Cabot Drive. A landscape waiver would be required to not provide them.** *This is not supported by staff.*

Industrial Subdivision Frontage (Zoning Sec. 5.5.3.C.)

1. Based on the Cabot Drive frontage, 16 deciduous canopy or large evergreen trees, 8 existing street trees along Cabot to remain, 4 new evergreens and 2 new canopy trees are provided. 2 more large trees must be provided. **A landscape waiver would be required for the deficiency in frontage trees.** *It would not be supported by staff.*
2. 14 subcanopy trees, 28 shrubs and a massing of landscaping at the entries are also required, and are provided.

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

1. Based on the vehicular use area, 967sf of interior landscape area and 5 canopy trees are required. 922sf of area, 2 canopy trees and 5 subcanopy trees under overhead wires are provided. **A landscape waiver is required for the deficiency in area.** *It is not supported by staff.*
2. Based on the perimeter provided, 16 canopy trees are required. 10 canopy trees and 9 subcanopy trees (equivalent to 6 canopy trees) are provided as perimeter trees.
3. A hedge is provided to screen the parking lot from Cabot Drive.

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

1. Provided
2. 75% of species used are native to Michigan.
3. The tree diversity is satisfactory.

Planting Notations and Details (LDM)

1. Provided
2. **Please see the Landscape Chart for notes about the details, notes and cost estimate.**

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

The site's storm water will be treated in an existing detention basin that won't require any changes for this project.

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

1. The proposed landscaping must be provided with sufficient water to become established and survive over the long term.
2. Please provide an irrigation plan or note how this will be accomplished if an irrigation plan is not provided on Final Site Plans. An actual irrigation plan could be provided in the electronic stamping set if desired.

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 rmeader@cityofnovi.org.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – PRELIMINARY SITE PLAN

Review Date: August 26, 2019
Project Name: JSP19 – 0033: GODDARD SCHOOL @ CABOT DR
Plan Date: August 8, 2019
Prepared by: Rick Meader, Landscape Architect E-mail: 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.

Landscape Waivers Required:

- Location of building foundation landscaping away from building – *supported by staff*
- Deficiency in interior parking lot island area – *not supported by staff*
- Deficiency in large frontage trees provided – *not supported by staff*.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 2.e.)	<ul style="list-style-type: none"> ▪ 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 	Scale: 1" = 30'	Yes	
Project Information (LDM 2.d.)	Name and Address	<ul style="list-style-type: none"> • Yes • Location map provided 	Yes	
Owner/Developer Contact Information (LDM 2.a.)	Name, address and telephone number of the owner and developer or association	Yes – on cover sheet	Yes	
Landscape Architect contact information (LDM 2.b.)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	Yes	Yes	
Sealed by LA. (LDM 2.g.)	Requires original signature on stamping sets	No		<u>Please live sign stamping sets</u>
Miss Dig Note (800) 482-7171 (LDM.3.a.(8))	Show on all plan sheets	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
Zoning (LDM 2.f.)	Include all adjacent zoning	<u>Parcel:</u> OST <u>North South, East,</u> <u>West:</u> OST	Yes	
Survey information (LDM 2.c.)	<ul style="list-style-type: none"> ▪ Legal description or boundary line survey ▪ Existing topography 	Sheet C-1.0	Yes	
Existing plant material Existing woodlands or wetlands (LDM 2.e.(2))	<ul style="list-style-type: none"> ▪ Show location type and size. Label to be saved or removed. ▪ Plan shall state if none exists. 	<ul style="list-style-type: none"> ▪ Existing trees shown on Topographic Survey ▪ No tree protection fence is proposed for the line of evergreen along the west side of the property. 	<ul style="list-style-type: none"> ▪ Yes ▪ No 	<ol style="list-style-type: none"> 1. Please indicate all trees to be removed – it appears that the new sidewalk will require the removal of one of the existing street trees. 2. Please copy the protective tree fencing around trees to remain from the Landscape Plan to the Grading Plan (and Demolition Plan if one is added to the set), including evergreens along west side of site and lindens around detention pond if any work will be done there.
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> ▪ As determined by Soils survey of Oakland county ▪ Show types, boundaries 	Yes – on Landscape Plan	Yes	
Existing and proposed improvements (LDM 2.e.(4))	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
Existing and proposed utilities (LDM 2.e.(4))	Overhead and underground utilities, including hydrants	<ul style="list-style-type: none"> • Overhead lines to remain over parts of parking lot • Sanitary, water and storm shown. • Light posts are shown 	Yes	It would be preferable to not locate the transformer in the front yard, next to the parking lot where a tree should be located.
Proposed grading. 2' contour minimum (LDM 2.e.(1))	Provide proposed contours at 2' interval	<ul style="list-style-type: none"> • Sheet C-3.0 • No berm is required along 13 Mile or Cabot Drive 	Yes	
Snow deposit	Show snow deposit	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM.2.q.)	areas on plan			
LANDSCAPING REQUIREMENTS				
Parking Area Landscape Requirements LDM 1.c. & Calculations (LDM 2.o.)				
General requirements (LDM 1.c)	<ul style="list-style-type: none"> ▪ Clear sight distance within parking islands ▪ No evergreen trees 	Yes	Yes	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	Yes	Yes	Seed is indicated on all disturbed areas.
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> ▪ A minimum of 200 SF to qualify ▪ A minimum of 200sf unpaved area per tree planted in an island ▪ 6" curbs ▪ Islands minimum width 10' BOC to BOC 	Yes	Yes	
Curbs and Parking stall reduction (c)	Parking stall can be reduced to 17' and the curb to 4" adjacent to a sidewalk of minimum 7 ft.	Yes	Yes	
Contiguous space limit (i)	Maximum of 15 contiguous spaces	10 is maximum bay length	Yes	
Plantings around Fire Hydrant (d)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants	Tree is shown 10 feet from hydrant in western bay	Yes	
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes	Yes	
Clear Zones (LDM 2.3.(5))	25 ft corner clearance required. Refer to Zoning Section 5.5.9	Yes	Yes	
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)				
A = Total square footage of vehicular use areas up to 50,000sf x 7.5%	<ul style="list-style-type: none"> • $A = x \text{ sf} * 7.5\% = A \text{ sf}$ • $12,894 * 7.5\% = 967 \text{ sf}$ 	922 sf	No	
B = Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 1 %	<ul style="list-style-type: none"> • $B = x \text{ sf} * 1\% = B \text{ sf}$ • $(xxx - 50000) * 1\% = xxx \text{ sf}$ 	NA		

Item	Required	Proposed	Meets Code	Comments
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A. = Total square footage of vehicular use area up to 50,000 sf x 5%	$A = x \text{ sf} * 5\% = A \text{ sf}$	NA		
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 0.5%	$B = 0.5\% \times 0 \text{ sf} = B \text{ SF}$	NA		
All Categories				
C = A+B Total square footage of landscaped islands	$967 + 0 = 967 \text{ SF}$	922 sf	No	A landscape waiver is required for the deficiency in area provided. This is not supported by staff.
D = C/200 Number of canopy trees required	<ul style="list-style-type: none"> 967/200 = 5 Trees 	<ul style="list-style-type: none"> 2 canopy trees 5 subcanopy trees under wires 	Yes	
Perimeter Green space	<ul style="list-style-type: none"> 1 Canopy tree per 35 lf 568/35 = 16 trees 	<ul style="list-style-type: none"> 10 canopy trees 9 subcanopy trees 	Yes	
Accessway perimeter	<ul style="list-style-type: none"> 1 canopy tree per 35 lf on each side of road, less widths of access drives. xxx/35 	<ul style="list-style-type: none"> Access drive perimeters included in overall perimeter Trees are located along the access ways. 	Yes	
Parking land banked	<ul style="list-style-type: none"> NA 	No		
Berms, Walls and ROW Planting Requirements				
Berms				
<ul style="list-style-type: none"> 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. 				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	Site is not adjacent to residential so this berm is not required.	None	Yes	
Planting requirements (LDM 1.a.)	LDM Novi Street Tree List	NA		
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)				
Berm requirements (Zoning Sec 5.5.3.A.(5))	<ul style="list-style-type: none"> No berm is required along 13 Mile Road since parking is screened by building. No berms required along Cabot Drive as 	None	Yes	

Item	Required	Proposed	Meets Code	Comments
	it's an industrial subdivision road			
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> ▪ Label contour lines ▪ Maximum 33% ▪ Min. 3 feet flat horizontal area ▪ Minimum 3 feet high ▪ Constructed of loam with 6' top layer of topsoil. 	NA		
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole	Overhead lines cross interior of site	Yes	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	A large retaining wall is proposed along the north and west sides of the building.	TBD	
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		No details provided		<u>Please provide detailed drawings designed by an engineer for review during the building plan review.</u>
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)				
Greenbelt width (2)(3) (5)	Parking: 20 ft. No Pkg: 25 ft	20 to parking 55 ft to building	Yes	
Min. berm crest width	Not adj to pkg: None Adj to parking: 3 feet	Screening hedges are provided for the parking lot.	Yes	
Minimum berm height (9)	Not adj to pkg: None Adj to parking: 3 feet	No berm is required since hedges are provided.		
3' wall	(4)(7)	No		
Canopy deciduous or large evergreen trees Notes (1) (10)	<u>Thirteen Mile Road:</u> <ul style="list-style-type: none"> ▪ No Pkg: 1 per 60 ft ▪ 225/60 = 4 trees <u>Cabot Drive:</u> <ul style="list-style-type: none"> ▪ See industrial subdivision below 	<u>Thirteen Mile Road:</u> <ul style="list-style-type: none"> ▪ 3 existing trees ▪ 1 new tree <u>Cabot Drive:</u> See below	Yes	
Sub-canopy deciduous trees Notes (2)(10)	<u>Thirteen Mile Road:</u> <ul style="list-style-type: none"> ▪ No Pkg: 1 per 40 ft ▪ 225/40 = 6 trees <u>Cabot Drive:</u>	<u>Thirteen Mile Road:</u> 6 new trees <u>Cabot Drive:</u> See below	Yes	

Item	Required	Proposed	Meets Code	Comments
	<ul style="list-style-type: none"> See industrial subdivision below 			
Canopy deciduous trees in area between sidewalk and curb <i>(Novi Street Tree List)</i>	<u>Thirteen Mile Road:</u> <ul style="list-style-type: none"> 1 per 35 ft $225/35 = 6$ trees <u>Cabot Drive:</u> <ul style="list-style-type: none"> See industrial subdivision below 	<u>Thirteen Mile Road:</u> 0 trees <u>Cabot Drive:</u> See below	Yes	A landscape waiver is requested for the 13 Mile Road street trees, due to a lack of room between the sidewalk and road. This waiver is supported by staff.
Non-Residential Zoning Sec 5.5.3.E.iii & LDM 1.d (2) Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
Interior Street to Industrial subdivision <i>(LDM 2.b)</i>	<ul style="list-style-type: none"> 1 canopy deciduous or 1 large evergreen per 35 lf along ROW 1 sub canopy trees per 40 lf of total linear frontage 2 shrubs per 40lf of linear footage Plant massing for 25% of ROW Cabot Drive frontage: $615-28*2 = 559$ lf <u>Required Trees:</u> <ul style="list-style-type: none"> Canopy/evergreen: $559/35 = 16$ trees Subcanopy: $559/40 = 14$ trees Shrubs: $559*2/40 = 28$ shrubs Hedge or berm to screen parking areas 	<ul style="list-style-type: none"> Correct calculations are provided. <u>Cabot Drive:</u> <ul style="list-style-type: none"> 8 existing street trees along Cabot (there are 9 but one will be removed for the sidewalk) + 4 large evergreen + 2 canopy trees 14 subcanopy trees 28 shrubs 2 landscape areas at entry Hedges screening the parking lot from Cabot 	<ul style="list-style-type: none"> No Yes Yes Yes Yes 	<ol style="list-style-type: none"> Please add 2 additional large trees. Ideally at least one would be placed near the road to replace the tree that will be impacted by the sidewalk. A landscape waiver would be required for the shortage but there is enough room to plant the trees required to avoid the waiver.
Screening of outdoor storage, loading/unloading <i>(Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)</i>		No loading zone is indicated	TBD	
Transformers/Utility boxes <i>(LDM 1.e from 1 through 5)</i>	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Transformer is located at the east end of the north bay. Screening is provided with arborvitaes. 	Yes	<ol style="list-style-type: none"> If possible, please move the transformer to a different location, not in a parking lot interior landscaping area. Please remove "on three sides (min)" change General Planting Note #21.
Building Foundation Landscape Requirements (Sec 5.5.3.D)				
Interior site landscaping SF	<ul style="list-style-type: none"> Equals to entire perimeter of the building x 8 with a 	A: 2996 sf	TBD	<ol style="list-style-type: none"> Shaded areas indicate that sufficient area is

Item	Required	Proposed	Meets Code	Comments
	minimum width of 4 ft. ■ A: 358 lf x 8ft = 2864 SF			provided. 2. <u>Please provide detailed planting plans for foundation planting in final site plans.</u> 3. <u>Foundation plantings are to be included in cost estimate.</u> 4. <u>A landscape waiver is required for locating most of foundation landscaping away from building. Due to the nature of the business, this would be supported by staff.</u>
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space	The proposed landscaping will provide screening for the building, but at a considerable distance	Yes	<i>The waiver above will take into effect the lack of screening coverage.</i>
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements (Sec. 5.5.3.E.iv)	<ul style="list-style-type: none"> ■ Clusters of large native shrubs shall cover 70-75% of the basin rim area ■ 10" to 14" tall grass along sides of basin ■ Refer to wetland for basin mix 	<ul style="list-style-type: none"> ■ The site's storm water will be treated by the existing basin. ■ No landscaping is proposed. 	TBD	If the pond needs to be enlarged, the enlarged portion should be landscaped per the ordinance.
Phragmites Control (Sec 5.5.6.C)	<ul style="list-style-type: none"> ■ Any and all populations of <i>Phragmites australis</i> on site shall be included on tree survey. ■ Treat populations per MDEQ guidelines and requirements to eradicate the weed from the site. 	None indicated	TBD	1. Please survey the site for any populations of <i>Phragmites australis</i> and submit plans for its removal. 2. If none is found, please indicate that on the survey.
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				
Installation date (LDM 2.I. & Zoning Sec 5.5.5.B)	Provide intended date	Between Mar 15 and Nov 15.	Yes	

Item	Required	Proposed	Meets Code	Comments
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	<ul style="list-style-type: none"> Include statement of intent to install and guarantee all materials for 2 years. Include a minimum one cultivation in June, July and August for the 2-year warranty period. 	Yes	Yes	
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
Irrigation plan (LDM 2.s.)	A fully automatic irrigation system or a method of providing sufficient water for plant establishment and survival is required on Final Site Plans.	No		<ol style="list-style-type: none"> Please add irrigation plan or information as to how plants will be watered sufficiently for establishment and long- term survival. If xeriscaping is used, please provide information about plantings included.
Other information (LDM 2.u)	Required by Planning Commission	NA		
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	Yes	Yes	
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions in writing prior to installation.	Yes	Yes	
Plant List (LDM 2.h., LDM 4) – Include all cost estimates				
Quantities and sizes	Refer to LDM suggested plant list	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		<ul style="list-style-type: none"> 12 of 16 species used are native to Michigan Tree diversity is acceptable. 	Yes	When foundation plantings are defined, please keep the percentage of native species used to at least 50% (more would be appreciated).
Type and amount of lawn		Sod	Yes	<u>Please add areas of each in cost table.</u>
Cost estimate (LDM 2.t)		For all new plantings, mulch and sod as listed on the plan	Yes	Yes
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
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)	Yes	Yes	
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	
Plant Materials & Existing Plant Material (LDM 3.b)	Clearly show trees to be removed and trees to be saved.	Yes	Yes	
Landscape tree credit (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		
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	2.5" canopy trees 6' evergreen trees	NA		
Plant size credit (LDM3.c.(2))	NA	No		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	No invasive species are used.	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	Subcanopy trees are used beneath overhead wires.	Yes	
Collected/ Transplanted trees (LDM 3.f)		None		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> ▪ Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth ▪ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. 	Yes	Yes	

NOTES:

1. This table is a working summary chart and not intended to substitute for any Ordinance or City of Novi

Item	Required	Proposed	Meets Code	Comments
2.				requirements or standards. 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. 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.

WETLAND REVIEW



ECT Project No. 190553-0100
August 28, 2019

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

Re: Goddard School at Cabot Drive (JSP19-0033)
Wetland Review of the Preliminary Site Plan (PSP19-0133)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Goddard School at Cabot Drive project prepared by PEA, Inc. dated August 8, 2019 (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 completed an on-site wetland boundary verification on August 12, 2019.

ECT currently recommends approval of the Preliminary Site Plan for Wetlands. The Applicant shall address the items noted in the *Wetland/Watercourse Comments* Section of this letter prior to receiving 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)	Not Required
Wetland Mitigation	Not Required
Wetland Buffer Authorization	Required
EGLE Permit	Not Required
Wetland Conservation Easement	Not Required

The Plan proposes the construction of a 10,957 square foot day care center, associated parking, and utilities. The site storm water appears to be routed (after flowing through a manhole with 4-foot sump and oil/gas separator) to Detention Basin 'E', located off-site, within the Haggerty Corridor Corporate Park Phase 1 project area.

Based on our review of the application, Novi aerial photos, Novi GIS, the City of Novi Official Wetlands and Woodlands Maps (see Figure 1, attached), and our site inspection, it appears as if the overall project property contains City-Regulated Wetlands. The proposed limits of disturbance contains 25-foot wetland setback area but does not contain wetlands.

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Wetland/Watercourse Evaluation

An existing stormwater detention basin is located on the north side of the subject property but outside of the proposed limits of disturbance. An area of wetland (i.e., Wetland A) has been delineated and is located north and west of the subject property. A small section of this wetland is located in the northwest portion of the property but is located outside of the proposed limits of disturbance. Wetland A is an emergent wetland that continues offsite to the west. Vegetation observed within the wetland included cattails (*Typha spp.*), common reed (*Phragmites australis*), reed canary grass (*Phalaris arundinacia*), and boxelder trees (*Acer negundo*) on the eastern edge of the wetland. The boundary of Wetland A appears to be accurately represented on the Plan.

Proposed Wetland/Watercourse Impacts

As noted above, the Plan does not include impacts to wetlands. The Plan does however propose grading within the 25-foot setback of Wetland A as well as the 25-foot (watercourse) setback of the existing stormwater detention basin. The impact to the 25-foot setback of Wetland A is quantified on the *Grading Plan* (Sheet C-3.0). The proposed buffer disturbance is indicated as approximately 1,720 square feet (+/- 0.039-acre). This impact appears to be a permanent impact for grading and will be stabilized with lawn seed mix as opposed to a native wetland buffer or prairie seed mix as indicated on the *Landscape Plan* (Sheet L-1.0).

It should be noted that the wetland ordinance provides a definition of ‘watercourse’ and this includes detention basins. The definition of ‘watercourse’ is:

Watercourses shall mean any waterway, drainage way, drain, river, stream, lake, pond or detention basin, or any body of surface water having well-defined banks, whether continually or intermittently flowing.

The *Grading Plan* appears to indicate grading within the 25-foot setback of the existing detention basin. It should be noted that this 25-foot setback appears to currently contain mowed turfgrass and weeds. The applicant should indicate on the Plan the proposed (grading) impact area within the 25-foot setback of the existing detention basin. The 25-foot setback boundary should also be indicated on the Plan (including the *Grading Plan*). ECT suggests that the applicant consider planting native vegetation (i.e., a native prairie seed mix) within this 25-foot setback, as opposed to sod or common grass seed.

With regard to the storm water detention basin, the City of Novi Engineering Design Manual states that a permanent buffer strip of natural vegetation with a minimum width of 25 feet shall be provided and maintained for the following and preferably around the entire perimeter of the basin. The buffer strip should be planted with native vegetation. Chemical lawn care applications and mowing are prohibited in the buffer. Buffers shall be provided as follows:

- a) In residential developments, buffers should be provided around the perimeter of the basin.
- b) In commercial and industrial developments, buffers shall be provided in areas where impervious surface is directed to the basin via surface flow.
- c) Where elevations allow, a buffer shall be provided at the outlets to the detention basin.

Regulatory Status - EGLE

The wetlands appear to be considered to be essential/regulated by the City of Novi as they meet one or more of the essentiality criteria (i.e., functions and values) outlined in the City of Novi Wetland and Watercourse Protection Ordinance.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE, formerly MDEQ) generally regulates wetlands that are within 500 feet of an inland lake, pond, or stream, or within 1,000 feet of a Great Lake, Lake St. Clair, the St. Clair River, or the Detroit River. Isolated wetlands five (5) acres in size or greater are also regulated. EGLE may also exert regulatory control over isolated wetlands less than five acres in size "...if the department determines that protection of the area is essential to the preservation of the natural resources of the state from pollution, impairment, or destruction and the department has notified the owner".

Should the applicant propose impacts to the wetlands, it will be their responsibility to contact EGLE to determine the regulatory status of these features. If wetland impacts are proposed, the applicant shall provide correspondence with EGLE such as a wetland permit application, wetland permit, wetland assessment, or Letter of No Jurisdiction. It appears as if the wetland is EGLE-regulated. Subject to EGLE concurrence, an EGLE Wetland Use Permit will need to be on file prior to the issuance of a City Wetland Use Permit. A City of Novi Wetland Permit cannot be issued prior to receiving this information.

The current Plan does not appear to propose direct impacts to wetlands and does not require a City of Novi or an EGLE Wetland Permit.

Regulatory Status – City of Novi

The City of Novi Wetland and Watercourse Protection Ordinance (City of Novi Code of Ordinances, Part II, Chapter 12, Article V.; Division 2.) describes the regulatory criteria for wetlands and review standards for wetland permit applications. The City of Novi regulates 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). Wetlands deemed regulated by the City of Novi require the approval of a use permit for any proposed impacts to the wetland.

ECT believes that Wetland A is regulated by the City's Wetland and Watercourse Protection Ordinance (because it meets one or more of the essentiality criteria in the Ordinance such as stormwater storage and wildlife habitat). The wetland also appears to be part of a wetland larger than two (2) acres in size and therefore City-regulated as well.

It should be noted that in those cases where an activity results in the impact to wetland areas of 0.25-acre or greater that are deemed essential under City of Novi Ordinance subsection 12-174(b) mitigation shall be required. The applicant shall submit a mitigation plan which provides for the establishment of replacement wetlands at a ratio of 1:1 through 2:1 times the area of the natural wetland impaired or destroyed, if impacts meet or exceed the 0.25-acre threshold. In general, the MDEQ's threshold for the requirement of wetland mitigation is 0.3-acre of wetland impacts. **The current Plan does not propose direct impacts to wetlands and will not require wetland mitigation.**

As noted above, any proposed use of the wetlands 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 buffers. The applicant is urged to minimize impacts to on-site wetlands and wetland setbacks to the greatest extent practicable. The City regulates wetland buffers/setbacks. Article 24, Schedule of Regulations, of the Zoning Ordinance states that:

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

Wetland/Watercourse Comments

Please consider the following comments when preparing the Final Site Plan submittal:

1. ECT encourages the Applicant to minimize impacts to on-site 25-foot wetland/watercourse setbacks to the greatest extent practicable. The Applicant should consider modification of the proposed site design to preserve all wetland buffer areas. Specifically, the applicant shall work to avoid any proposed encroachment into the 25-foot wetland buffer of Wetland A in the northwest portion of the projects Limits of Disturbance.
2. The 25-foot wetland/watercourse (i.e., natural features) setbacks shall be indicated and labeled on the Plan. These setbacks should be indicated for both Wetland A as well as the existing stormwater detention basin.
3. The Plan appears to propose direct impacts to the 25-foot wetland setback of Wetland A as well as to the 25-foot setback of the existing detention basin. The Applicant shall indicate and quantify (square feet or acres) all areas of direct impact (both permanent and temporary) to these 25-foot setback on subsequent plan submittals (including to the 25-foot detention basin, i.e., watercourse, setback).
4. The *Grading Plan* appears to indicate grading within the 25-foot setback of the existing detention basin. It should be noted that this 25-foot setback appears to currently contain mowed turfgrass and weeds. The applicant should indicate on the Plan the proposed (grading) impact area (square feet or acres) within the 25-foot setback of the existing detention basin.
5. ECT suggests that the applicant consider planting native vegetation (i.e., a native prairie seed mix) within the 25-foot setback of both Wetland A, as well as the 25-foot setback from the existing detention basin, as opposed to sod or common grass seed.

With respect to detention basins, the City of Novi Engineering Design Manual states that a permanent buffer strip of natural vegetation with a minimum width of 25 feet shall be provided and maintained for the following and preferably around the entire perimeter of the basin. The buffer strip should be planted with native vegetation. Chemical lawn care applications and mowing are prohibited in the buffer. Buffers shall be provided as follows:

- a) In residential developments, buffers should be provided around the perimeter of the basin.
 - b) In commercial and industrial developments, buffers shall be provided in areas where impervious surface is directed to the basin via surface flow.
 - c) Where elevations allow, a buffer shall be provided at the outlets to the detention basin.
6. If applicable, the Plan should address how any temporary impacts to wetland/watercourse buffers shall be restored. Specifically, a proposed native seed mix should be provided on the Plan for restoration of these wetland/watercourse buffer areas. Sod or common grass seed will not be authorized within areas of temporary impact.

Goddard School at Cabot Drive (JSP19-0033)
Wetland Review of the Preliminary Site Plan (PSP19-0133)
August 28, 2019
Page 5 of 9

Recommendation

ECT currently recommends approval of the Preliminary Site Plan for Wetlands. The Applicant shall address the items noted in the *Wetland/Watercourse Comments* Section of this letter prior to receiving 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

cc: Lindsay Bell, City of Novi Planner
Sri Komaragiri, City of Novi Planner
Madeleine Kopko, City of Novi Planning Assistant
Rick Meader, City of Novi Landscape Architect

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

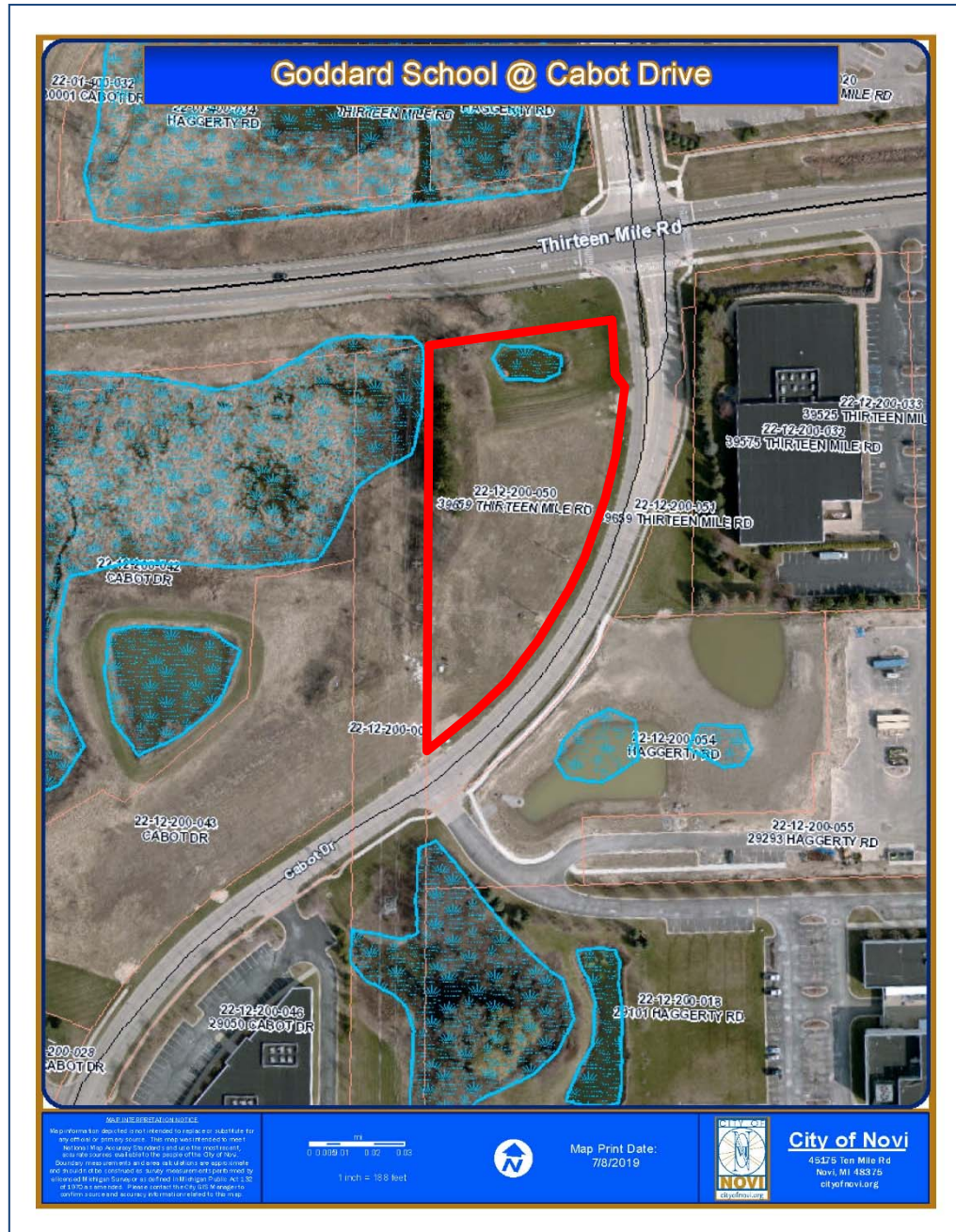


Figure 1. City of Novi Regulated Wetland & Woodland Map (approximate property boundary is shown in red). Regulated Woodland areas are shown in green and Regulated Wetland areas are shown in blue.

Site Photos



Photo 1. Looking north from the southwestern portion of the project area (ECT, August 12, 2019).



Photo 2. Looking northeast at existing detention basin located on the subject property but north of the proposed limits of disturbance. A section of Wetland A is located to the west of this basin, but outside of the proposed limits of disturbance (ECT, August 12, 2019).



Photo 3. Looking west at Wetland A from area near the limits of disturbance in the northwest corner of the site (ECT, August 12, 2019).



Photo 4. Looking north at Wetland A from area just west of the western property boundary (ECT, August 12, 2019).



Photo 5. Looking north at the existing detention basin. ECT suggests that the applicant consider providing native vegetation within the 25-foot setback from this stormwater basin, as opposed to sod or common grass seed (ECT, August 12, 2019).

TRAFFIC REVIEW



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

Project name:
JSP19-33 Goddard School at Cabot Drive
Preliminary Site Plan Traffic Review

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

From:
AECOM

Date:
August 29, 2019

CC:
Sri Komaragiri, Lindsay Bell, Kate Richardson,
Madeleine Kopko

Memo

Subject: JSP19-33 Goddard School at Cabot Drive Preliminary Site Plan 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, ACS Build, INC, is proposing a 10,957 SFT Pre-school/Daycare facility on the southwest corner of the intersection of 13 Mile Road and Cabot Drive.
2. 13 Mile Road and Cabot Drive are under the jurisdiction of the City of Novi.
3. The parcel is currently zoned OST (Office, Service, Technology) and no zoning changes are proposed.
4. Summary of traffic-related waivers/variances:
 - a. The applicant has indicated they are seeking a variance for having no loading zone.
 - b. The applicant has indicated they are seeking a variance for locating the dumpster in the front yard.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 10th Edition, as follows.

ITE Code: 565 – Day Care Center
Development-specific Quantity: 10,957 square feet
Zoning Change: N/A

Trip Generation Summary				
	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	121	64	100	No
PM Peak-Hour Trips	122	65	100	No

Daily (One-Directional) Trips	522	N/A	750	No
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2. The number of trips does not exceed the City’s threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour. AECOM recommends performing the following traffic impact study in accordance with the City’s requirements.

Trip Impact Study Recommendation	
Type of Study:	Justification
None	Trips do not exceed thresholds

EXTERNAL SITE ACCESS AND OPERATIONS

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

1. The applicant is proposing two (2) driveways on Cabot Drive.
 - a. The proposed radii is in compliance with Figure IX.1 of the City’s Code of Ordinances.
 - b. The applicant should label the width of the driveways at the driveway. The standard in Figure IX.1 of the City’s Code of Ordinances is 30’.
2. There are no proposed modifications to Cabot Drive.
3. The applicant has included sight distance measurements for the driveway along Cabot Drive that are 280’. The speed limit of Cabot Drive is 35 mph, which requires a sign distance of 360’. Refer to Figure VIII-E of the City’s Code of Ordinances for more information.
4. The applicant has dimensioned the driveway spacing along Cabot Drive. A distance of 159.65’ from far edge to near edge does comply with Section 11.216.d of the City’s Code of Ordinances, however the applicant should revise the dimension to match the requirement of the ordinance, which requires 150’ between **near approach curb to near approach curb** between driveways on the same side of the street.
5. There is existing sidewalk along 13 Mile Road and the applicant is proposing sidewalk along the length of the site to connect.
 - a. The applicant has indicated the width of the proposed sidewalk to be 6 feet. The distance from the curb is 12.15’ based on existing dimensions to the parking setback line. The offset from the back of curb to the near edge of the sidewalk is approximately 5.5’, which meets the minimum of 5’ for a curbed roadway as stated in the Engineering Design Manual for the City of Novi.
 - b. The applicant has indicated proposed sidewalk ramps at the two (2) driveways and has included the Michigan Department of Transportation (MDOT) sidewalk ramp detail. Note the R-28-J detail was updated by MDOT on 7-26-2019 and should be updated.

INTERNAL SITE OPERATIONS

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

1. General Traffic Flow
 - a. The applicant has indicated they are seeking a variance for the lack of a loading zone. AECOM would support this variance as long as the applicant indicates deliveries will not be made during business hours.
 - b. The applicant has indicated aisle widths throughout the site, which meet the minimum requirement of 24’.
 - c. The applicant should include dimensions for the radii of all of the proposed end islands throughout the site to ensure compliance with City requirements as stated in Section 5.3.12 of the Zoning Ordinance.
 - i. Note that all end islands adjacent to a travel way shall be constructed three (3) feet shorter than the adjacent parking space.
 - d. The applicant has indicated one trash receptacle location on the northwest side of the parking lot.

- i. The location of the trash receptacle may diminish the ability for vehicles to exit the nearest parking space; however, as long as collection times are scheduled to avoid operating hours, it is not expected to diminish accessibility beyond acceptable levels for long durations. The applicant has indicated they are requesting a variance for the location of the trash receptacle in the front yard as opposed to the rear yard. AECOM would support this variance due to the geometry of the site and possible locations of the trash receptacle.

2. Parking Facilities

- a. The applicant is proposing 40 parking spaces. The applicant should refer to Section 5.2.12 of the City's Zoning Ordinance as well as the Planning Review Letter for parking quantity requirements.
- b. The applicant has ensured that there are no more than 15 parking spaces adjacent to each other without an island.
- c. The applicant has indicated 17' and 19' long parking spaces, measured to front of curb. The applicant should include a dimension for the length of parking spaces along the west side of the site.
 - i. The applicant has indicated curb heights throughout the site that are in compliance with Section 5.3.2 of the City's Zoning Ordinance.
 1. A 6" curb height is shown for all landscaped areas.
 2. A 4" curb height is shown abutting 17' parking spaces along with a 2' clear area for vehicle overhang.
 - ii. The applicant has proposed two (2) accessible spaces, with two (2) designated as van accessible as required for the total amount of parking spaces.
 - iii. The accessible parking spaces and aisle are in compliance with City and accessibility standards.
- d. Two (2) bicycle parking spaces are required per Section 5.16.1 of the City's Zoning Ordinance and the applicant is proposing two (2) spaces.
 - i. The location and dimensions of the bicycle parking are indicated on the plans. The applicant should note that 6' is required for the bicycle parking space, where 5' is currently dimensioned. The access aisle exceeds the requirement however, so the current dimensions should be sufficient.
 - ii. The applicant has provided a 6' clear path from the bicycle parking to the street.
 - iii. The height of the proposed bicycle rack is not indicated in the detail on sheet C6.2. The applicant should ensure that the rack is at least 36" tall, as required by Section 5.16 of the Zoning Ordinance.

3. Sidewalk Requirements

- a. The applicant has indicated where sidewalks are proposed on the site along with dimensions.
 - i. The applicant has included a sidewalk connection to the facilities from the street.
 - ii. Sidewalks throughout the site meet the required minimum of 5' wide.
- b. The applicant has labeled sidewalk ramps on the plans and has included the Michigan Department of Transportation (MDOT) detail.
 - i. Note that sidewalk ramps are required near the accessible parking spaces.
 - ii. The current geometry of the sidewalk, curb heights, and parking spaces does not make it clear how the ramp is oriented at the ADA parking spaces. The applicant should provide a clearer indicator of where the ramp(s) are provided in this area and indicate a type P ramp, as opposed to the type R ramp currently shown. The applicant should include the type P ramp detail on sheet C-6.2.

SIGNING AND STRIPING

1. All on-site signing and pavement markings shall be in compliance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). The following is a discussion of the proposed signing and striping.
 - a. The applicant has provided a signing table but should include additional details (proposed size) in future submittals.
 - b. The applicant should provide a stop sign at both driveways, not only the south driveway.
2. The applicant should provide notes and details related to the proposed signing.

- a. Single signs with nominal dimensions of 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post. Multiple signs and/or signs with nominal dimension greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post as dictated by the weight of the proposed signs.
 - b. The applicant should indicate a bottom height of 7' from final grade for all signs installed.
 - c. The applicant should indicate that all signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign.
 - d. Traffic control signs shall use the FHWA Standard Alphabet series.
 - e. Traffic control signs shall have High Intensity Prismatic (HIP) sheeting to meet FHWA retroreflectivity requirements.
3. The applicant has included parking space striping notes to indicate that:
 - a. The standard parking spaces shall be striped with four (4) inch white stripes.
 - b. The accessible parking space and associated aisle should be striped with four (4) inch blue stripes.
 - c. Where a standard space is adjacent to an accessible space, abutting blue and white stripes shall be installed.
 4. The applicant has provided a detail for the proposed international symbol for accessibility pavement markings that may be placed in the accessible parking space. The symbol shall be white or white with a blue background and white border with rounded corners.

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

Sincerely,

AECOM



Patricia Thompson, EIT
Traffic Engineer



Josh A. Bocks, AICP, MBA
Senior Transportation Planner/Project Manager

FAÇADE REVIEW



August 29, 2019

Review Status Summary: Approved,
Section 9 Waiver Not Required

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

Re: **FACADE ORDINANCE - Preliminary Site Plan**
 Goddard School at Cabot Dr., JSP19-33
 Façade Region: 1, Zoning District: OST

Dear Ms. McBeth;

The following is the Façade Review for Preliminary Site Plan Approval of the above referenced project based on the drawings prepared by Hobbs & Black, dated 8/5/19. The percentages of materials proposed for each façade are as shown below. Materials that are in violation of the Ordinance, if any, are shown on bold. A sample bards as required by Section 5.15.4.D of the Ordinance was not provided at the time of this review.

	South (Front)	East	West	North	Façade Ordinance Section 2520 Maximum (Minimum)
Brick	37%	36%	35%	36%	30% Minimum
Cast Stone	2%	3%	4%	3%	50%
Wood Siding (fiber cement)	14%	5%	5%	2%	25%
Trim (cornice, columns, surrounds)	16%	14%	14%	15%	15%
Asphalt Shingles	31%	42%	42%	44%	50% (Note 14)

As shown above the proposed façade materials are in full compliance with the Façade Ordinance. Note 14 of the Façade Chart states that the allowable percentage of Asphalt Shingles is raised from 25% to 50% when used on a building with residential style architecture. In this case the building's overall design is consistent with Note 14. The visual effect of the expanse of Asphalt Shingles is augmented by dormers on the east and west facades. The dumpster detail indicates that exposed walls will be brick to match the building.

Although the applicant has labeled the south elevation as “front”, we believe that the north elevation, having higher degree visibility on a major thoroughfare, is effectively the front elevation with respect to the Façade Ordinance. In response to our pre-application meeting comments the applicant has added a small canopy on the north façade to add interest to this elevation.

It is noted that no roof appurtenance or screening are indicated on the drawings. Section 5.15.3 of the Ordinance requires all roof appurtenances to be screened from view from all vantage points both on and off-site. In this case roof equipment and/or screening would be considered inconstant with the buildings overall design.

Recommendation – The proposed design and materials are in full compliance with the Façade Ordinance. A Section 9 Waiver is not required. The applicant should provide physical samples of the Brick and Asphalt Shingles not less than 5 days prior to the Planning Commission meeting.

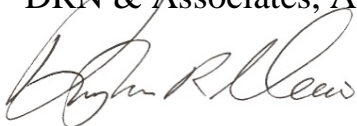
Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. It is the applicant’s responsibility to request the inspection of each façade material at the appropriate time (before installation). In this case the materials should match the adjacent existing materials with respect to color and texture. Inspections may be requested using the Novi Building Department’s Online Inspection Portal with the following link. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”.

<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.

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

Sincerely,
DRN & Associates, Architects PC



Douglas R. Necci, AIA

FIRE REVIEW



August 12, 2019

TO: Barbara McBeth- City Planner
Sri Ravali Komaragiri- Plan Review Center
Lindsay Bell-Plan Review Center
Hannah Smith-Planning Assistant

CITY COUNCIL

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Mayor Pro Tem
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Jeffery R. Johnson

Assistant Chief of Police
Erick W. Zinser

Assistant Chief of Police
Scott R. Baetens

RE: Goddard School @ Cabot Dr.

PSP# 19-0133

PSP# 19-0109

Project Description:

Build a 10,957 S.Q.F.T. building on the corner of Cabot Dr. and Thirteen Mile Rd.

Comments:

- All fire hydrants **MUST** in installed and operational prior to any building construction begins.
- **CORRECTED 8/12/19 KSP-MUST** put on plans for review the Fire Lead for the structure. For interior fire protection systems a separate fire protection line shall be provided in addition to a domestic service for each building. Individual shutoff valves for interior fire protection shall be by post indicator valve (P.I.V.) or by valve in well and shall be provided within a public water main easement. **(D.C.S. Sec.11-68(a)(9))**
- The ability to serve at least two thousand (2,000) gallons per minute in single-family detached residential; three thousand (3,000) gallons per school areas; and at least four thousand (4,000) gallons per minute in office, industrial and shopping centers is essential.
(D.C.S. Sec.11-68(a))
- A hazardous chemical survey is required to be submitted to the Planning & Community Development Department for distribution to the Fire Department at the time any Preliminary Site Plan is submitted for review and approval. Definitions of chemical types can be obtained from the Fire Department at (248) 735-5674.
- Fire apparatus access drives to and from buildings through parking lots shall be designed to support a minimum of thirty-five (35) tons. **(D.C.S. Sec 11-239(b)(5))**

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

cityofnovi.org

Recommendation:
APPROVED WITH CONDITIONS

Sincerely,

A handwritten signature in black ink, appearing to read 'KSP', with a long horizontal flourish extending to the right.

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

cc: file

APPLICANT RESPONSE LETTER



October 10, 2019

PEA Project No: 2019-114

City of Novi Project No: JSP19-33

Lindsay Bell | Planner

City of Novi Community Development Department

45175 West 10 Mile Road

Novi, Michigan, 48375

**Re: The Goddard School (39659 West 13 Mile Road)
Novi, Michigan**

Dear Ms. Bell:

In response to the pre-application review letters received from various City Departments, we offer the following responses to those comments that require change or clarification:

Planning Review (September 4, 2019)

Plan Review Center Report:

1. Outdoor Recreation: **On October 08, 2019, the ZBA approved a variance to reduce the outdoor recreation area from 23,400 square feet to 19033 square feet.**
2. Exterior Side Yard – Recreation Area: **The calculation has been revised; the recreation area occupies 63.86%. On October 08, 2019 the ZBA approved a variance to allow for an increase in the recreation area located in an exterior side yard**
3. Loading and Unloading Screening: **On October 8, 2019, the ZBA approved a variance to eliminate the required loading area.**
4. Required Parking: **The useable floor area is 7,147 square feet, therefore, with the addition of the 20 employee's the total required parking would be 41 spaces. The total provided parking is 40 spaces. On October 8, 2019, the ZBA approved a variance to reduce the required number of parking spaces by one (1) space.**
5. The bike rack will be reoriented as suggested.
6. Dumpster: **On October 8, 2019, the ZBA approved a variance to allow for dumpster to be located within the front yard.**
7. Accessory Structures: **On October 8, 2019, the ZBA approved a variance to allow for accessory structures to be located within an exterior and interior side yards and less than 10 feet from the main building.**
8. Fencing: **On October 8, 2019, the ZBA approved a variance to allow for the installation of a fence in the exterior side yard.**
9. Notes will be added to the final site plan submittal regarding the "Required Conditions" per Section 5.7.3.B.
10. An Economic Impact Statement will be provided by the applicant under separate cover.

It should be also noted that the ZBA approved a variance to allow for two (2) ground signs

Engineering Review (October 1, 2019):

All review comments noted will be addressed on the final site plan submittal documents.

Landscaping Review (August 26, 2019) Planning Review Chart Comments:

A landscape waiver is requested for the Cabot Drive street trees, due to a lack of room between the sidewalk and road.

A landscape waiver is requested for locating most of foundation landscaping away from building. Due to the nature of the business.

All other review comments noted will be addressed on the final site plan submittal documents

ECT Woodland and Wetland Review (August 28, 2019):

The proposed project does not involve any regulated woodlands.
The proposed project will temporarily impact the existing 25' wetland buffer in order to allow for the construction of the proposed retaining wall. Upon completion of construction the impacted area will be restored.

Traffic Review (August 29, 2019):

All comments contained within the AE|COM will be addressed on the final site plan submittal documents.

Façade Review:

No additional comments

Fire Department Review (August 12, 2019):

All Fire Department comments will be addressed on the final site plan submittal documents.

If there are any further questions, please contact this office.

Sincerely,

PEA, Inc.



James P. Butler, PE
President

KEMPL GROUP LLC

54383 Royal Troon Drive
South Lyon, MI 48178

September 19th, 2019

In regards to the proposed Goddard School at 13 Mile Rd and Cabot Drive:

The proposed school includes the construction of a 10,957 S.F. building with a construction budget of approximately \$2,500,000. During construction the build will create many jobs in a number of different trades. The school will continue to support a family oriented atmosphere to the Novi area, positively affecting the community. Once completed and fully staffed the school will provide 20 new full time positions and the highest quality child care to families who live and work in the city of Novi.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Kempl', is written in a cursive style.

Kevin Kempl/ Managing Member
