



REGENCY LOT # 7 JSP15-31

REGENCY LOT # 7 JSP 15-31

Public hearing at the request of Regency Vacant Land for the approval of the Preliminary Site Plan, Woodlands Permit and Stormwater Management Plan. The subject property is located on Regency Drive, in Section 24, north of Grand River Avenue and west side of Haggerty Road in the I-1 Light Industrial District. The subject property is approximately 3.3 acres and the applicant is proposing to construct a single story speculative industrial building with associated parking and site improvements in Lot # 7 in Regency Center.

Required Action

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

REVIEW	RESULT	DATE	COMMENTS
Planning	Approval recommended	06-01-15 06-03-15 (Revised)	Applicant to provide the required bicycle parking spaces on the Final Site Plan, or seek a Zoning Board of Appeals Variance. Items to be addressed on the final site plan submittal
Engineering	Approval recommended	05-29-15	Items to be addressed on the final site plan submittal
Traffic	Approval recommended	05-20-15	Same-side Driveway spacing waiver required (105 ft. required, 90 ft. provided) Items to be addressed on the final site plan submittal
Landscaping	Approval recommended	06-01-15	Planning Commission Waiver required for reduction of the minimum required perimeter parking lot trees (staff supports). Items to be addressed on the final site plan submittal
Wetlands	Not Applicable		
Woodlands	Approval recommended	05-29-15 06-04-15 (Revised)	Items to be addressed on the final site plan submittal
Facade	Approval Recommended	06-01-15	Section 9 Waiver is not required. A sample board is requested with additional items to be addressed on the final site plan submittal
Fire	Approval recommended	05-11-15	All Comments addressed

Motion sheet

Approval – Preliminary Site Plan

In the matter of Regency Lot # 7 JSP 15-31, motion to **approve** the Preliminary Site Plan based on and subject to the following:

- a. Provide the minimum required bicycle parking spaces on the Final Site Plan or seek a Zoning Board of Appeals variance from Section 5.4.1 of City Zoning Ordinance;
- b. Landscape waiver to permit the reduction of the minimum required Perimeter Parking Lot trees (25 required, 12 provided) as listed in Section 5.5.3.C.iii due to limited space available for planting and because the woodland replacement trees are very close to the edge of parking lot, which is hereby granted;
- c. Same-side driveway spacing waiver to permit the reduction of the minimum distance required from near approach curb on the same side of the street for 25 mph roadway as listed in Section 11.216.d of City Code of Ordinances. (105 ft. required, 90 ft. provided) to allow for safer pedestrian access, which is hereby granted;
- d. 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
- 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 – Woodland Permit

In the matter of Regency Lot # 7 JSP 15-31, motion to **approve** the Woodland Permit based on and subject to the following:

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

(This motion is made because the plan is otherwise in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)

- AND -

Approval – Stormwater Management Plan

In the matter of Regency Lot # 7 JSP 15-31, motion to **approve** the Stormwater Management Plan, based on and 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 it 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 Regency Lot # 7 JSP 15-31, 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- Woodland Permit

In the matter of Regency Lot # 7 JSP 15-31, motion to **deny** the Woodland Permit...*(because the plan is not in compliance with Chapter 37 of the Code of Ordinances and all other applicable provisions of the Ordinance.)*

- AND -

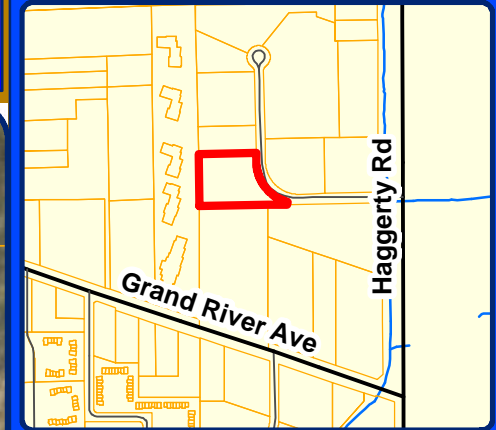
Denial – Stormwater Management Plan

In the matter of Regency Lot # 7 JSP 15-31, 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

JSP 15-31 Regency Lot # 7

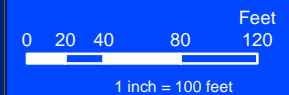
Location



City of Novi

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

Map Author: Sri Komaragiri
Date: 06/05/15
Project: Regency Lot # 7
Version #: 1



MAP INTERPRETATION NOTICE

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

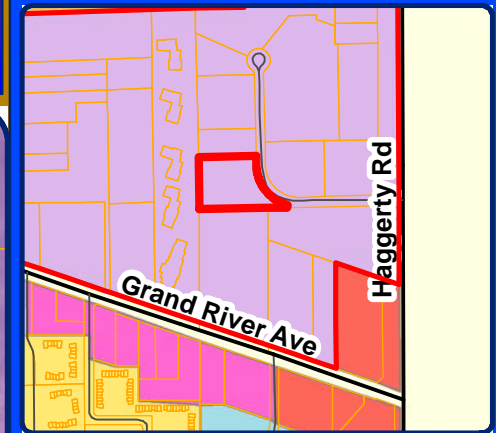
JSP 15-31 Regency Lot # 7

Zoning



Regency Drive

Subject Property
I-1 Light Industrial



Legend

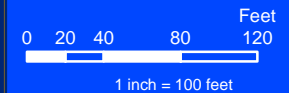
-  RM-1: Low-Density Multiple Family
-  MH: Mobile Home District
-  B-3: General Business District
-  I-1: Light Industrial District
-  NCC: Non-Center Commercial District
-  OS-1: Office Service District



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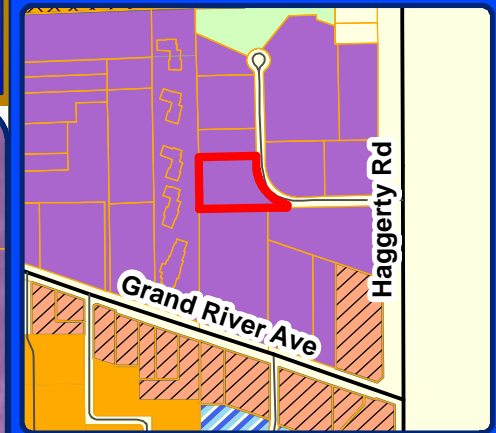


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JSP 15-31 Regency Lot # 7

Future Land Use



Legend

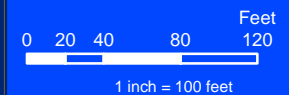
- MULTIPLE FAMILY
- MOBILE HOME PARK
- COMMUNITY OFFICE
- INDUSTRIAL RES DEV TECH
- COMMUNITY COMMERCIAL
- PRIVATE PARK



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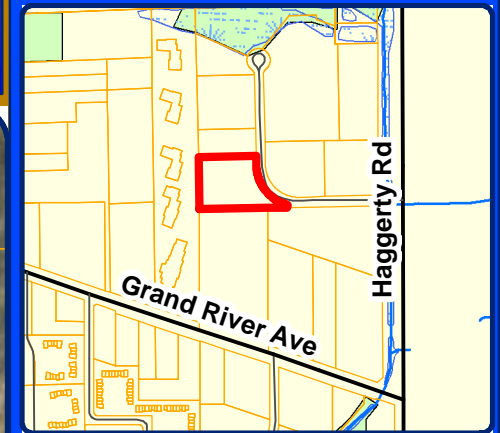
JSP 15-31 Regency Lot # 7

Natural Features



Subject Property

Regency Drive



Legend

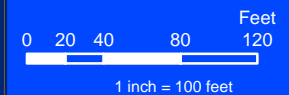
-  Wetlands
-  Woodlands



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REVISED TREE CONSERVATION PLAN

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

As submitted for Revised Preliminary Site Plan on 02 June 2015

SITE PLAN

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

As submitted for Preliminary Site Plan on 11 May 2015

PLANNING REVIEW



PLAN REVIEW CENTER REPORT

June 01, 2015

Planning Review

Regency Lot #7

JSP 15-31

Petitioner

Regency Vacant Land

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: Section 24 ; North of Grand River Avenue and west of Haggerty Road
- Site School District: Novi Schools
- Site Zoning: I-1: Light Industrial District
- Adjoining Zoning: I-1: Light Industrial District
- Site Use(s): Vacant
- Adjoining Uses: Industrial/Office
- Site Size: 3.30 acres
- Building Size: 34,280 Square feet
- Plan Date: 05/08/2015

Project Summary

The applicant is proposing to construct a single story speculative industrial building with associated parking and site improvements in Lot # 7 in Regency Center.

Recommendation

Approval of the *Preliminary Site Plan is recommended*. The plan conforms to the requirements of the Zoning Ordinance, with additional details required at the time of Final Site Plan submittal. **Planning Commission approval of the Preliminary Site 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. Bicycle parking (Sec 5.16): Five (5) percent of required automobile spaces, minimum two (2) spaces bicycle spaces are required for the proposed use according to Sec. 5.16.1. **Applicant should either provide the minimum required spaces or apply for a Zoning Board of Appeals variance.**
2. I-1 District Required Conditions (Sec 3.14): Unless otherwise provided, dealing directly with consumer at retail, is prohibited. **Staff was unable to determine the conformance of this requirement due to the proposed speculative nature of use. Please add the note to the plan.**

3. Planning Commission Findings (Sec. 3.1.3): Additional information is required for Planning Commission findings as listed above. **Please provide additional information as needed.**
4. Lighting (Sec 5.7):
 - a. Height not to exceed maximum height of zoning district (or 25 ft. where adjacent to residential districts or uses. List the mounting height for the lights on plans
 - b. Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1. Applicant has indicated in the response letter the requirement has been met. Add the note to the plan
5. Economic Impact: If known, the applicant is asked to provide economic impact information, such as the total cost of the proposed building and site improvements, and the number of anticipated jobs created (during construction and after building is occupied). **According to applicant, the building is speculative and does not have a tenant at this time. Employee information will be provided at the time of tenant build-out permits. Information regarding the cost of construction and jobs created during construction is still required.**
6. Development and Street Names: Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval. **Contact Richelle Leskun at 248-347-0475 to schedule a meeting with the Committee**
7. Other Reviews:
 - a. Engineering Review: Additional comments to be addressed with Final Site Plan submittal. Engineering recommends approval.
 - b. Landscape Review: Landscape review has identified a waiver that may be required, based on additional information requested. Refer to review letter for more comments. Landscape recommends approval.
 - c. Woodlands Review: Woodlands does not recommend approval of the site. Refer to the review letter for additional details.
 - d. Traffic Review: Traffic review has identified a waiver that may be required. Additional Comments to be addressed with Final Site Plan submittal. Traffic recommends approval.
 - e. Facade Review: A section 9 waiver is not required for this project. Façade recommends approval.
 - f. Fire Review: Additional Comments to be addressed with Final Site Plan submittal. Fire recommends approval.

PLANNING COMMISSION FINDINGS:

I-1 District Required Conditions Considerations

Section 3.14.3 of the Zoning Ordinance outlines specific factors the Planning Commission shall consider in the review of all permitted uses in I-1 district:

For all uses permitted in the I-1 district, there shall be a finding by the Planning Commission that:

- A. *The scale, size, building design, facade materials, landscaping and activity of the use is such that current and future adjacent residential uses will be protected from any adverse impacts.*

- B. The intended truck delivery service can be effectively handled without long term truck parking on site.*
- C. The lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent of this article and performance standards of Section 5.14*
- D. The storage and/or use of any volatile, flammable or other materials shall be fully identified in application and shall comply with any city ordinances regarding toxic or hazardous materials.*
- E. There is compliance with the City's hazardous materials checklist for required submittal data.*

Response Letter

All reviews recommended approval except Woodlands review. Please make the appropriate corrections to the plan and submit 2 copies of drawings for Woodlands review and approval along with the site plan revision application.

Site Addressing

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found on the Internet at www.cityofnovi.org under the forms page of the Community Development Department. Please contact Jeannie Niland [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

Pre-Construction Meeting

Prior to the start of any work on the site, Pre-Construction (Pre-Con) meetings must be held with the applicant's contractor and the City's consulting engineer. Pre-Con meetings are generally held after Stamping Sets have been issued and prior to the start of any work on the site. There are a variety of requirements, fees and permits that must be issued before a Pre-Con can be scheduled. If you have questions regarding the checklist or the Pre-Con itself, please contact Sarah Marchioni [248.347.0430 or smarchioni@cityofnovi.org] in the Community Development Department.


Chapter 26.5

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

Signage

Exterior Signage is not regulated by the Planning Division or Planning Commission. Please contact Jeannie Niland (248.347.0438) for information regarding sign permits.

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



Sri Ravali Komaragiri – Planner



PLANNING REVIEW CHART

Review Date: June 01, 2015
Review Type: Preliminary Site Plan
Project Name: JSP 15-31 Regency Lot # 7
Plan Date: May 08, 15, 2015
Prepared by: Sri Komaragiri, Planner
E-mail: skomaragiri@cityofnovi.org; **Phone:** (248) 735-5607

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

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan <i>(adopted August 25, 2010)</i>	Industrial Research Development and Technology	No Change	Yes	
Area Study	The site does not fall under any special category	NA	NA	
Zoning <i>(Effective December 25, 2013)</i>	I-1: Light Industrial District	No Change	Yes	
Uses Permitted (Sec 3.1.18.B & C)	Sec 3.1.18.B Principal Uses Permitted. Sec 3.1.18.C Special Land Uses	34,280 sq. ft. light industrial building (10,960 sq. ft. office, 23,320 sq. ft. warehouse)	Yes	
Height, bulk, density and area limitations (Sec 3.1.18)				
Frontage on a Public Street. <i>(Sec. 5.12)</i>	Frontage on a Public Street is required	Frontage on Regency Drive	Yes	
Access to Major Thoroughfare <i>(Sec. 5.13)</i>	vehicular access shall be provided only to an existing or planned major thoroughfare or freeway service drive	Access to Haggerty Road is provided	Yes	
Minimum Zoning Lot Size for each Unit in Ac <i>(Sec 3.6.2.D)</i>	Except where otherwise provided in this Ordinance, the minimum lot area and width, and the maximum percent of lot coverage shall be determined on the basis of off-street parking, loading, greenbelt screening, yard setback or usable open space		NA	
Minimum Zoning Lot Size for each Unit: Width in Feet			NA	
Open Space Area	----	32.7%	---	---

Item	Required Code	Proposed	Meets Code	Comments
Maximum % of Lot Area Covered (By All Buildings)	<i>(Sec 3.6.2.D)</i>	23.8%		
Building Height <i>(Sec. 3.1.18.D)</i>	40 ft.	33 ft.	Yes	
Building Setbacks <i>(Sec 3.1.18.D)</i>				
Front (east)	40ft.	40 ft.	Yes	
Rear (west)	20ft.	142.8 ft.	Yes	
Side (north)	20ft.	151.4 ft.	Yes	
Side (south)	20ft.	21 ft.	Yes	
Parking Setback <i>(Sec 3.1.18.D)& Refer to applicable notes in Sec 3.6.2</i>				
Front (east)	40ft. (See 3.6.2.E)	No front yard parking proposed	Yes	
Rear (west)	10 ft.	11 ft.	Yes	
Side (north)	10 ft.	13 ft.	Yes	
Side (south)	10 ft.	22 ft.	Yes	
Note To District Standards <i>(Sec 3.6.2)</i>				
Exterior Side Yard Abutting a Street <i>(Sec 3.6.2.C)</i>	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	No side yard abutting street	NA	
Off-Street Parking in Front Yard <i>(Sec 3.6.2.E)</i>	Off-street parking is allowed in front yard if the site is a minimum 2 acre site, cannot occupy more than 50% of the area between min. front yard setback & bldg. setback, must be screened by brick wall or landscaped berm	No Parking proposed in front yard	NA	
Off-Street Parking in Side and Rear Yards <i>(Sec 3.6.2.F)</i>	Off-street parking is allowed inside and rear yards if the site does not abut residential. If it does, additional conditions apply.	Not adjacent to residential districts	NA	
Setback from Residential District <i>(Sec 3.6.2.H)</i>	Building shall be setback 3 feet for each foot of building height	Not abutting a residential district	NA	
Wetland/Watercourse Setback <i>(Sec 3.6.2.M)</i>	A setback of 25ft from wetlands and from high watermark course shall be maintained	No wetlands on site	NA	
Additional Height <i>(Sec 3.6.2.O)</i>	Additional heights for selected building is allowed based on conditions listed in Sec 3.6.2.O	Applicant not requesting	NA	
Parking setback screening <i>(Sec 3.6.2.P)</i>	Required parking setback area shall be landscaped per sec 5.5.3.	Parking lot is screened	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Modification of parking setback requirements <i>(Sec 3.6.2.Q)</i>	The Planning Commission may modify parking setback requirements based on conditions listed in Sec 3.6.2.Q	Parking setbacks conform to the minimum required	NA	
Parking, Loading and Dumpster Requirements				
Number of Parking Spaces Warehouses and wholesale establishments and related accessory offices <i>(Sec.5.2.12.E)</i> Business offices or professional offices <i>(Sec.5.2.12.D)</i>	<ul style="list-style-type: none"> - One (1) space for each seven hundred (700) square feet of usable floor area Total SF= 23,320 SF Usable SF =21,000 SF (90%) Parking = 30 Spaces - For buildings upto 100,000 SF 1 space for 222 SF GLA Total SF= 10,960 SF Leasable SF =9,870 SF (90%) Parking = 44 Spaces - Total Required = 74 spaces 	Total Proposed = 136 spaces	Yes	
Parking Space Dimensions and Maneuvering Lanes <i>(Sec. 5.3.2)</i>	<ul style="list-style-type: none"> - 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping 	9 ft. x 19 ft. spaces with 24 ft. drives 9 ft. x 17 ft. perimeter spaces along landscaping	Yes	.
Parking stall located adjacent to a parking lot entrance (public or private) <i>(Sec. 5.3.13)</i>	<ul style="list-style-type: none"> - 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 	Minimum distance is maintained	Yes	
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 generally be at least 8 feet wide, have an outside radius of 15 feet, and be constructed 3' shorter than the adjacent parking stall as illustrated in the Zoning Ordinance 	Yes End islands with varying width from 8' to 20'	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Barrier Free Spaces <i>Barrier Free Code</i>	4 barrier free parking spaces (for total 101 to 150)& 1 van barrier free parking space are required	3 regular barrier Free parking & 2 van barrier free space are provided	Yes	
Barrier Free Space Dimensions <i>Barrier Free Code</i>	- 8' wide with an 8' wide access aisle for van accessible spaces - 5' wide with a 5' wide access aisle for regular accessible spaces	Two types of accessible spaces are provided	Yes	
Barrier Free Signs <i>Barrier Free Code</i>	One sign for each accessible parking space.	proposed	Yes	
Minimum number of Bicycle Parking <i>(Sec. 5.16.1)</i>	Five (5) percent of required automobile spaces, minimum two (2) spaces	No Bicycle parking is proposed	No	A Zoning board of Appeals variance is required for absence of minimum required bicycle spaces. Please clarify the intent.
Bicycle Parking General requirements <i>(Sec. 5.16)</i>	- No farther than 120 ft. from the entrance being served - 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 and the bike rack shall be inverted "U" design - Shall be accessible via 6 ft. paved sidewalk	No Bicycle parking is proposed	No	
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	No Bicycle parking is proposed	No	
Loading Spaces <i>(Sec. 5.4.1)</i>	Loading area in the rear yard Loading area in interior side yard if it is adjacent to I, EXPO or EXO district	Truck well located in the rear yard	Yes	
Accessory Structures				
Dumpster <i>(Sec 4.19.2.F)</i>	- 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	Yes No Yes Yes	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	be any closer than 10 ft, from property line. - Away from Barrier free Spaces	Yes. Located away from barrier free spaces		
Dumpster Enclosure (Sec. 21-145. (c))	- 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	- Brick enclosure proposed, to match the building - A 6 foot wall is proposed - Wall is 6 ft on all sides - Yes - Concrete Pad - Masonry	Yes	
Roof top equipment and wall mounted utility equipment (Sec. 4.19.2.E.ii)	All roof top equipment must be screened and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Roof top equipment proposed	Yes	
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.	Roof top equipment is screened	Yes	
I-1 District Required Conditions (Sec 3.14)				
Outdoor Storage of above ground storage tanks (Sec. 3.14.1.B.ii)	Outdoor placement of above-ground storage tanks of not more than 600 capacity per tank and accessory to an otherwise permitted use. Additional conditions apply	Not Proposed	NA	
Outdoor Storage of recreational equipment (Sec. 3.14.1.B.iii)		Not Proposed	NA	
Other (Sec 3.14.2)	Unless otherwise provided, dealing directly with consumer at retail, is prohibited.	Speculative building, specific use unknown	Yes?	Add the note to the plan
Adjacent to Freeway ROW (Sec 3.14.4)	Where a permitted use abuts a freeway right-of way , special conditions listed in section 3.14.4 apply	Not adjacent to Freeway ROW	NA	
Adjacent to Residential district	Where a permitted use abuts a freeway right-of way , special conditions listed in	Not adjacent to residential district	NA	

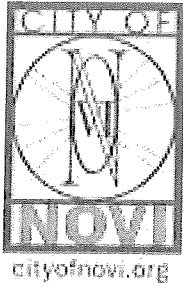
Item	Required Code	Proposed	Meets Code	Comments
(Sec 3.14.5)	section 3.14.5 apply			
Planning Commission findings for permitted uses (Sec 3.14.3)				
Sec 3.14.3.A	Protecting current and future residential uses from development impact	Not adjacent to residential districts	NA	
Long term truck parking Sec 3.14.3.B	No long term delivery truck parking on site		Yes	Long term delivery truck parking is not allowed on site. Please add a note to the site plan
Performance standards Sec 3.14.3.C	The lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent of the article and performance standards of Section 5.14	Speculative building, specific use unknown	Yes	Provide additional information as needed. Further verification of the conformance may be required at the time of occupancy.
Storage and/use of material Sec 3.14.3.D	The storage and/or use of any volatile, flammable or other materials shall be fully identified in application and shall comply with any city ordinances regarding toxic or hazardous materials.	Checklist not provided	No	
Hazardous material checklist Sec 3.14.3.E	Compliance of City's hazardous materials checklist	Checklist not provided	No	Provide the required hazardous materials checklist
Sidewalks and Pathways				
ARTICLE XI. OFF-ROAD NON-MOTORIZED FACILITIES Sec. 11-256. Requirement. (c) & Sub. Ord. Sec. 4.05,	<ul style="list-style-type: none"> - In the case of new streets and roadways to be constructed as part of the project, a sidewalk shall be provided on both sides of the proposed street or roadway. - Sidewalks along arterials and collectors shall be 6 feet or 8 feet wide as designated by the "Bicycle and Pedestrian Plan," but not along industrial service streets per Subdivision Ordinance - Whereas sidewalks along local streets and private roadways shall be five (5) feet wide. 			
Pedestrian Connectivity	- Whether the traffic circulation features within the site and parking areas are designed to assure safety and convenience of both vehicular and pedestrian traffic both within the site		Yes	

Item	Required Code	Proposed	Meets Code	Comments
	and in relation to access streets - Building exits must be connected to sidewalk system or parking lot.	Building entrances connected to parking lot & BF ramps		
Other Requirements				
Exterior lighting <i>(Sec. 5.7)</i>	Photometric plan and exterior lighting details needed at time of Final Site Plan submittal	A lighting plan is provided	No	<u>Refer to Lighting chart comments for non-compliance</u>
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Provided	Yes	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Provided	Yes	
Economic Impact Information	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	According to applicant, the building is speculative and does not have a tenant at this time. Employee information will be provided at the time of tenant build-out permits		Provide information on total cost of the proposed building & site improvements and number of anticipated jobs created during construction
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval			<u>Contact Richelle Leskun at 248-347-0475 to schedule a meeting with the Committee</u>
Development/ Business Sign	Signage if proposed requires a permit.	None shown		<u>For sign permit information contact Jeannie Niland 248-347-0438.</u>

NOTES:

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

ENGINEERING REVIEW



PLAN REVIEW CENTER REPORT

05/29/2015

Engineering Review

Regency - Lot 7
JS15-0031

Applicant

REGENCY VACANT LAND LLC

Review Type

Preliminary Site Plan

Property Characteristics

- Site Location: S.W. Corner of Regency Dr.
- Site Size: 3.308 acres
- Plan Date: 05/08/2015

Project Summary

- Construction of an approximately 34,275 square-foot building and associated parking. Site access would be provided by one curb cut on to regency Dr.
- Water service would be provided by a 2-inch domestic lead and an 8-inch fire lead would be provided to serve the building along with an additional hydrant from the existing 8-inch water main running along the north property line.
- Sanitary sewer service would be provided a 6-inch domestic lead from the existing 10-inch sanitary sewer running along the south/west side of Regency Dr.
- Storm water would be collected by a single storm sewer collection system and detained in the existing basin for the overall site.

Recommendation

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

Comments:

The Preliminary Site Plan meets the general requirements of Chapter 11, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Final Site Plan submittal (further engineering detail will be required at the time of the final site plan submittal):

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

General

1. Provide a note on the plans that all work shall conform to the current City of Novi standards and specifications.
2. The Non-domestic User Survey form shall be submitted to the City so it can be forwarded to Oakland County. This form was included in the original site plan package.
3. A right-of-way permit will be required from the City of Novi.
4. Provide a note that compacted sand backfill shall be provided for all utilities within the influence of paved areas, and illustrate on the profiles.
5. Provide a construction materials table on the Utility Plan listing the quantity and material type for each utility (water, sanitary and storm) being proposed.
6. Provide separate utility and grading plans.
7. Provide a traffic control sign table listing the quantities of each sign type proposed for the development. Provide a note along with the table stating all traffic signage will comply with the current MMUTCD standards.
8. 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.
9. A pedestrian pathway is required along the Regency Dr. frontage. The ordinance allows for an administrative variance when there are no existing pathways within 300-feet of the property if the applicant provides payment to the City equal to the cost of the pathway (as approved by the City Engineer) for City use to construct pathways elsewhere in the City. The applicant should provide a letter making this request or construct the sidewalk along the frontage as required.
10. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from any existing or proposed utility. All utilities shall be shown on the landscape plan, or other appropriate sheet, to confirm the separation distance.
11. Show the locations of all light poles on the utility plan and indicate the typical foundation depth for the pole to verify that no conflicts with utilities will occur. Light poles in a utility easement will require a License Agreement.

12. The City standard detail sheets are not required for the Final Site Plan submittal. They will be required with the Stamping Set submittal. They can be found on the City website (www.cityofnovi.org/DesignManual).

Water Main

13. Provide details of proposed water main connection.
14. Provide size, length, and material type for all water main and building leads.
15. Provide a profile for all proposed water main 8-inch and larger.
16. Three (3) sealed sets of revised utility plans along with the MDEQ permit application (1/07 rev.) for water main construction and the Streamlined Water Main Permit Checklist should be submitted to the Engineering Department for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets and the standard detail sheets.

Sanitary Sewer

17. Note on the construction materials table that 6-inch sanitary leads shall be a minimum SDR 23.5, and mains shall be SDR 26.
18. Provide length and material type for proposed building lead.
19. Provide a note on the Utility Plan stating the sanitary lead will be buried at least 5 feet deep where under the influence of pavement.

Storm Sewer

20. Provide size, slope, length, and material for all proposed storm sewer.
21. Provide profiles for proposed storm sewer.
22. A minimum cover depth of 3 feet shall be maintained over all storm sewers. Currently, a few pipe sections do not meet this standard. Grades shall be elevated and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
23. Provide a 0.1-foot drop in the downstream invert of all storm structures where a change in direction of 30 degrees or greater occurs.
24. Match the 0.80 diameter depth above invert for pipe size increases.
25. Storm manholes with differences in invert elevations exceeding two feet shall contain a 2-foot deep plunge pool.
26. Provide a four-foot deep sump and an oil/gas separator in the last storm structure prior to discharge off-site.
27. Label all inlet storm structures on the profiles. Inlets are only permitted in paved areas and when followed by a catch basin within 50 feet.
28. Label the 10-year HGL on the storm sewer profiles, and ensure the HGL remains at least 1-foot below the rim of each structure.
29. Illustrate all pipes intersecting storm structures on the storm profiles.

30. Provide a schedule listing the casting type and other relevant information for each proposed storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
31. Show and label all roof conductors, and show where they tie into the storm sewer.

Storm Water Management Plan

32. The Storm Water Management Plan for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the new Engineering Design Manual.
33. Provide supporting calculations for the runoff coefficient determination.
34. A runoff coefficient of 0.35 shall be used for all turf grass lawns (mowed lawns).
35. Provide support calculations for changes to the overall storm water management plan.

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

36. An itemized construction cost estimate must be submitted to the Community Development Department at the time of Final Site Plan submittal for the determination of plan review and construction inspection fees. This estimate should only include the civil site work and not any costs associated with construction of the building or any demolition work. **The cost estimate must be itemized** for each utility (water, sanitary, storm sewer), on-site paving, right-of-way paving (including proposed right-of-way), grading, and the storm water basin (basin construction, control structure, pretreatment structure and restoration).

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

37. 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.
38. Executed copies of any required off-site utility easements must be submitted to the Community Development Department.

The following must be addressed prior to construction:

39. A pre-construction meeting shall be required prior to any site work being started. Please contact Sarah Marchioni in the Community Development Department to setup a meeting (248-347-0430).
40. A City of Novi Grading Permit will be required prior to any grading on the site. This permit will be issued at the pre-construction meeting. Once determined, a grading permit fee must be paid to the City Treasurer's Office.

41. 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.
42. A permit for work within the right-of-way of Regency Dr. must be obtained from the City of Novi. The application is available from the City Engineering Department and should be filed at the time of Final Site Plan submittal. Please contact the Engineering Department at 248-347-0454 for further information.
43. A permit for water main construction must be obtained from the MDEQ. This permit application must be submitted through the City Engineer after the water main plans have been approved.
44. Construction Inspection Fees to be determined once the construction cost estimate is submitted must be paid prior to the pre-construction meeting.
45. An incomplete site work performance guarantee for this development will be calculated (equal to 1.5 times the amount required to complete the site improvements, excluding the storm water facilities) as specified in the Performance Guarantee Ordinance. This guarantee will be posted prior to TCO, at which time it may be reduced based on percentage of construction completed.
46. A street sign financial guarantee in an amount to be determined (\$400 per traffic control sign proposed) must be posted at the Treasurer's Office.

Please contact Jeremy Miller at (248) 735-5694 with any questions.



Handwritten signature of Jeremy Miller, written in black ink over a horizontal line.

cc: Ben Croy, Engineering
Brian Coburn, Engineering
Sri Komaragiri, Community Development
Sabrina Lilla, Water & Sewer

TRAFFIC REVIEW



AECOM
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248.204.5900 tel
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May 20, 2015

Barbara McBeth, AICP
Deputy Director of Community Development
City of Novi
45175 W. 10 Mile Road
Novi, MI 48375

**SUBJECT: Regency Lot #7
Traffic Review for Preliminary Site Plan
JSP15-0031**

Dear Ms. McBeth,

The preliminary site plan for the above referenced project 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.

1. General Comments

- a. The applicant, Ari-El Enterprises, Inc., is proposing a 34,280 S.F. building on the west side of Regency Drive. The building will be 10,960 S.F. of office space and 23,320 S.F. of warehouse space.
- b. Regency Drive is under the City of Novi's jurisdiction and is located on the west side Haggerty Road, north of Grand River Avenue.
- c. The site is 3.308 acres and currently zoned as I-1.
- d. The proposed site is not anticipated to impact traffic to the degree that would warrant any further traffic studies.

2. General Plan Comments – Review of the plan generally shows compliance with City standards; however, the following items at minimum may require further detail in the Final Plan submittal.

- a. The plan set provided did not include "Site Plan" sheet SP.101. The site plan sheet will be reviewed in detail at the Final Site Plan submittal.
- b. The spacing between the proposed driveway and the existing driveway to the north does not appear to be in compliance with the City's commercial driveway spacing standards. The applicant has provided a reasonable explanation as to why the proposed driveway cannot be moved further south from the existing driveway and **should request a waiver from the City.**

3. Signing and Pavement Marking – Review of the plan generally shows compliance with City standards; however, the following items at minimum may require further detail in the Final Plan submittal.

- a. The proposed "Van Accessible" sign under the R7-8 "Reserved Parking Only" sign should be labeled as R7-8p on sheet SP.102 in accordance with the Michigan Manual on Uniform Traffic Control Devices (MMUTCD) and not R7-8a.

4. Bicycle and Pedestrian – The required amount of bicycle parking for this site is four (4) spaces per City standards. **The preliminary site plan does not include any bicycle parking and the applicant has stated that they will ask for a waiver from the City.**



Sincerely,

AECOM

A handwritten signature in blue ink, which appears to read "Matthew G. Klawon". The signature is written in a cursive style.

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

Reviewed by: Paula K. Johnson, PE

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

June 1, 2015

Preliminary Site Plan - Landscaping

Regency Centre Unit #7

Review Type

Preliminary Site Plan Landscape Review

Property Characteristics

- Site Location: 25125 Regency Drive
- Site Acreage: 3.31 acres
- Site Zoning: I-1
- Adjacent Zoning: I-1
- Plan Date: 5/8/2015

Ordinance Considerations

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

Recommendation

This project is **recommended for approval**, with the understanding that the following issues are addressed satisfactorily.

Ordinance Considerations

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

1. Existing and proposed utilities are provided.
2. **Two proposed crabapples need to be moved out of the 12" water line easement at south end of property, and 1 proposed crabapple near the driveway needs to be moved out of the Detroit Edison easement.**

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

1. **There is no regulated woodland on the property, but since the preliminary site plan was reviewed, it was learned that 51 trees along the south and west edges of the property were planted as Woodland Replacement trees for trees removed on the property as a whole.**
2. **As a result, all of these trees which are proposed to be removed need to be replaced per Chapter 37 – Woodlands Protection. These replacements may be planted on site or a contribution of \$400 per tree credit required can be made to the city's tree fund. Calculations for all of the replacements required and made on site need to be added to the plans, and replacement trees added to the site need to be clearly marked as such.**

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

1. The ordinance calls for a total of 12 canopy trees and 31 sub-canopy trees to be planted within the Industrial Subdivision's drive right-of-way. The plan proposes 13 existing

canopy trees (some of the woodland replacement trees cited earlier) and 24 crabapple trees to be planted between the building and road. Although the subcanopy tree count does not equal the requirement, the lot's configuration and existing plantings at the south end would make planting the additionally required 7 sub-canopy trees difficult, and would not contribute to the attractiveness of the site.

2. A planning commission waiver to provide fewer than the required number of sub-canopy trees would be supported in this case.
3. The proposed new berms at the north end of the site, together with the proposed foundation landscaping, meet the intent of the screening requirement.
4. Evergreen shrubs providing a minimum of 80% opacity must be provided on the berms screening the parking lot.

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

Eight (8) canopy trees are required based on the frontage (416 lf/1 tree per 55lf). Thirteen existing trees along the street are proposed to remain, exceeding this requirement.

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

1. Based on the vehicular use areas, 2,391 sf of islands and 32 canopy trees are required. 3,857 sf of islands and 32 trees, including 7 proposed spruce trees are proposed to meet this requirement, half of which are on the periphery of the parking lot. Parking lot trees must be deciduous canopy trees. They are supposed to be within the outer edges of the parking lot as well.
2. **Please change the 7 parking lot spruce trees to deciduous canopy trees and move them to positions that abut the parking lot so they can provide shading to the lot.**

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

1. Based on the 870 lf of perimeter (the outer edge of the lot not bounded by building), 25 canopy trees are required. No calculations for this requirement are provided and no canopy trees are proposed.
2. **The applicant needs to propose as many canopy trees as is reasonably possible around the perimeter without negatively impacting the health of existing or proposed trees. In this case, because the woodland replacement trees proposed to remain are so close to the edge of the parking lot, there is a reasonable explanation for why the full number of required trees can't be planted. Show the calculations, including any shortage, and state reason why the shortage occurred so the Planning Commission can consider that in their deliberations.**

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

1. Loading zone is screened by the building.

Building Foundation Landscape (Zoning Sec 5.5.3.D.)

1. Extensive plantings proposed along the perimeter of the building exceed the requirement.

Planting Notations and Details (LDM)

1. Planting details are provided.
2. Please add the guying detail and plan view utility box screening details to the plan. These are included with this review.

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

Not applicable – detention is off-site.

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

Irrigation plan for landscaped areas is required for Final Site Plan.

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

Snow Deposit (LDM.2.q.)
Snow deposit areas are indicated.

Proposed trees to be saved (Sec 37 Woodland Protection 37-9, LDM 2.e.(1))
Trees to be removed need to be marked clearly on the tree chart.

Corner Clearance (Zoning Sec 5.9)
Corner clearance at exit sign is met. One existing street tree shown as remaining is within the clear vision zone triangle. This tree may need to be limbed up or removed to provide the required visibility.

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 rmeader@cityofnovi.org.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART

Review Date: June 1, 2015
Project Name: JSP15 – 0031: PROJECT NAME
Plan Date: May 8, 2015
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.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements (LDM (2))				
Landscape Plan <i>(Zoning Sec 5.5.2, LDM 2.e.)</i>	<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 	Yes	Yes	Scale 1"=30' - okay
Project Information <i>(LDM 2.d.)</i>	<ul style="list-style-type: none"> ▪ Name and Address 	Yes	Yes	
Owner/Developer Contact Information <i>(LDM 2.a.)</i>	<ul style="list-style-type: none"> ▪ Name, address and telephone number of the owner and developer or association 	Yes	Yes	
Landscape Architect contact information <i>(LDM 2.b.)</i>	<ul style="list-style-type: none"> ▪ Name, Address and telephone number of RLA 	Yes	Yes	
Sealed by LA. <i>(LDM 2.g.)</i>	<ul style="list-style-type: none"> ▪ Requires original signature 	Yes	Yes	
Miss Dig Note <i>(800) 482-7171 (LDM.3.a.(8))</i>	<ul style="list-style-type: none"> ▪ Show on all plan sheets 	Yes	Yes	
Zoning <i>(LDM 2.f.)</i>	<ul style="list-style-type: none"> ▪ Include all adjacent zoning 	Yes	Yes	
Survey information <i>(LDM 2.c.)</i>	<ul style="list-style-type: none"> ▪ Legal description or boundary line survey ▪ Existing topography 	Yes	Yes	On topo survey
Existing plant material Existing woodlands or wetlands <i>(LDM 2.e.(2))</i>	<ul style="list-style-type: none"> ▪ Show location type and size. Label to be saved or removed. ▪ Plan shall state if none 	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
	exists.			
Soil types (LDM.2.r.)	<ul style="list-style-type: none"> As determined by Soils survey of Oakland county Show types, boundaries 	Yes	Yes	
Existing and proposed improvements (LDM 2.e.(4))	<ul style="list-style-type: none"> Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W 	Yes	Yes	
Existing and proposed utilities (LDM 2.e.(4))	<ul style="list-style-type: none"> Overhead and underground utilities, including hydrants 	Yes	Yes	
Proposed grading. 2' contour minimum (LDM 2.e.(1))	<ul style="list-style-type: none"> Provide proposed contours at 2' interval 	Yes	Yes	
Snow deposit (LDM.2.q.)	<ul style="list-style-type: none"> Show snow deposit areas on plan 	Yes	Yes	
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))	<ul style="list-style-type: none"> As proposed on planting islands 	Yes	Yes	
General (Zoning Sec 5.5.3.C.ii)				
Parking lot Islands (a, b. i)	<ul style="list-style-type: none"> A minimum of 300 SF to qualify 6" curbs Islands minimum width 10' BOC to BOC 	Yes	Yes	
Curbs and Parking stall reduction (c)	<ul style="list-style-type: none"> 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	Yes	Yes	
Plantings around Fire Hydrant (d)	<ul style="list-style-type: none"> No plantings with matured height greater than 12' within 10 ft. of fire hydrants 	No	Yes	
Landscaped area (g)	<ul style="list-style-type: none"> Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be 	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
	landscaped			
Clear Zones (LDM 2.3.(5))	<ul style="list-style-type: none"> 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 parking spaces not including access aisles x 10%	<ul style="list-style-type: none"> A = x 10% = sf 	NA		
B = Total square footage of additional paved vehicular use areas (not including A) under 50,000 SF) x 5%	<ul style="list-style-type: none"> B = x 5% = sf Paved Vehicular access area includes loading areas 	NA		
C= 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"> C = x 1% = sf 	NA		
Category 2: For: I-1 and I-2 (Zoning Sec 5.5.3.C.iii)				
A. = Total square footage of parking spaces not including access aisles x 7%	<ul style="list-style-type: none"> A = 7% x 22,841sf = 1,599 sf 	Yes		
B = Total square footage of additional Paved vehicular use areas (not including A) under 50,000 SF) x 2%	<ul style="list-style-type: none"> B = 2% x 39,623 sf = 792 sf 	Yes		
C= Total square footage of additional paved vehicular use areas (not including A or B) over 50,000 SF) x 0.5%	<ul style="list-style-type: none"> C = 0.5% x 0 sf = 0 SF 	Yes		
All Categories				
D = A+B or A+C Total square footage of landscaped islands	1599 + 792 = 2,391 SF	3,857 sf	Yes	
E = D/75 Number of canopy trees required	<ul style="list-style-type: none"> 2,391/75 = 32 trees 	32 trees		1. Count is correct, but evergreen trees cannot count toward requirement – must be deciduous canopy trees. Also, to be counted as

Item	Required	Proposed	Meets Code	Comments
				<p>parking lot trees, they must be close to parking lot to provide shade.</p> <p>2. Please change PGs to deciduous canopy trees and relocate to abut the parking lot.</p>
Perimeter Green space	<ul style="list-style-type: none"> ▪ 1 Canopy tree per 35 lf ; xx/35=x trees ▪ Perimeter green space canopy Plantings required at 1 per 35 LF. Sub-canopy trees can be used under overhead utility lines. 	None	No	<p>1. Show calculations.</p> <p>2. Add trees if needed and indicate which trees are counted toward peripheral tree requirement.</p> <p>3. If total number of trees cannot be planted without negatively impacting new and/or existing trees, indicate shortfall and reason (insufficient space) for Planning Commission consideration.</p>
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. 	NA		
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.A)	<ul style="list-style-type: none"> ▪ Refer to Residential Adjacent to Non-residential berm requirements chart 	NA		Site is surrounded by I-1 zoning.
Planting requirements (LDM 1.a.)	<ul style="list-style-type: none"> ▪ LDM Novi Street Tree List 			
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"> ▪ Refer to ROW landscape screening requirements chart for corresponding requirements. 	Yes	Yes	3' tall berms have been provided as requested in front of parking areas.
Street tree requirements	<ul style="list-style-type: none"> ▪ No street trees within 25 ft. clear vision 	Yes	Yes	

Item	Required	Proposed	Meets Code	Comments
<i>(Zoning Sec 5.5.3.B.ii)</i>	triangle			
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	<ul style="list-style-type: none"> Label contour lines Maximum 33% Min. 5 feet flat horizontal area 	No	No	1. Cross section for new berms has been provided. 2. Revise plantings to show evergreen shrubs on berm.
Type of Ground Cover		Yes	Yes	Seed or sod for areas not in landscaping
Setbacks from Utilities	<ul style="list-style-type: none"> Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole 	No		
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	<ul style="list-style-type: none"> Freestanding walls should have brick or stone exterior with masonry or concrete interior 	NA		No walls are proposed.
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		NA		No walls are proposed.
ROW Landscape Screening Requirements (Sec 5.5.3.B. ii)				
Greenbelt width (2)(3) (5)	<ul style="list-style-type: none"> Parking: 20 ft. 	44 feet minimum	Yes	
Min. berm crest width	<ul style="list-style-type: none"> Parking: 3 ft. 	Yes	Yes	Berm in front of parking has been added as requested.
Minimum berm height (9)	<ul style="list-style-type: none"> Parking: 3 ft. 	Yes	Yes	Proposed berm meets requirements.
3' wall	<ul style="list-style-type: none"> (4)(7) 	No		
Canopy deciduous or large evergreen trees Notes (1) (10)	<ul style="list-style-type: none"> Parking: 1 tree per 35 l.f.; $xx/35 = x$ trees No Parking: 1 tree per 40 l.f.; $xx/40 = x$ trees 	NA		
Sub-canopy deciduous trees Notes (2)(10)	<ul style="list-style-type: none"> Parking: 1 tree per 20 l.f.; $xx/20 = xx$ trees No Parking: 1 tree per 25 l.f.; $xx/25 = xx$ trees 	NA		
Canopy deciduous trees in area between sidewalk and curb <i>(Novi Street Tree List)</i>	<ul style="list-style-type: none"> Parking: 1 tree per 35 l.f. No Parking: 1 tree per 45 l.f. 	NA		
Non-Residential Zoning Sec 5.5.3.E.iii & LDM 1.d (2)				

Item	Required	Proposed	Meets Code	Comments
Refer to Planting in ROW, building foundation landscape, parking lot landscaping and LDM				
Interior Street to Industrial subdivision <i>(LDM 1.d.(2))</i>	<ul style="list-style-type: none"> ▪ 1 canopy deciduous or 1 large evergreen per 35 l.f. along ROW ▪ 3 sub canopy trees per 40 l.f. of total linear frontage ▪ Plant massing for 25% of ROW ▪ No evergreen trees closer than 20 ft ▪ Frontage = 	13 existing canopy trees (12 required) 24 new sub-canopy trees (31 required)	No	<ol style="list-style-type: none"> 1. Parking area is to be screened with berms and evergreen shrubs with 80% opacity. 2. Please add shrubs to the berms for required screening.
Screening of outdoor storage, loading/unloading <i>(Zoning Sec. 3.14, 3.15, 4.55, 4.56, 5.5)</i>		NA	Yes	Loading area is behind building.
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 	No	No	<ol style="list-style-type: none"> 1. Screening has been added. 2. Please add plan view detail to detail sheet showing required spacing of landscaping from utility box.
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 minimum width of 4 ft. ▪ 800.8 If x 8ft = 6406 SF 	7405 sf	Yes	
<i>Zoning Sec 5.5.3.D.ii. All items from (b) to (e)</i>	<ul style="list-style-type: none"> ▪ If visible from public street a minimum of 60% of the exterior building perimeter should be covered in green space 	100% of visible perimeter is covered in greenspace.	Yes	Proposed landscaping will be quite attractive.
Detention/Retention Basin Requirements (Sec. 5.5.3.E.iv)				
Planting requirements <i>(Sec. 5.5.3.E.iv)</i>	<ul style="list-style-type: none"> ▪ Clusters shall cover 70-75% of the basin rim area ▪ 10" to 14" tall grass along sides of basin ▪ Refer to wetland for basin mix 	NA		No detention basin on site.
LANDSCAPING NOTES, DETAILS AND GENERAL REQUIREMENTS				
Landscape Notes – Utilize City of Novi Standard Notes				

Item	Required	Proposed	Meets Code	Comments
Installation date (LDM 2.i. & Zoning Sec 5.5.5.B)	<ul style="list-style-type: none"> Provide intended date 	Yes	Yes	Spring 2016
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))	<ul style="list-style-type: none"> Shall be northern nursery grown, No.1 grade. 	Yes	Yes	
Irrigation plan (LDM 2.s.)	<ul style="list-style-type: none"> A fully automatic irrigation system and a method of draining is required with Final Site Plan 	Yes	Yes	<u>Need for final site plan</u>
Other information (LDM 2.u)	<ul style="list-style-type: none"> 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)	<ul style="list-style-type: none"> City must approve any substitutions in writing prior to installation. 	Yes	Yes	
Plant List (LDM 2.h.) – Include all cost estimates				
Quantities and sizes	<ul style="list-style-type: none"> Refer to LDM suggested plant list 	Yes	Yes	
Root type		Yes	Yes	
Botanical and common names		Yes	Yes	
Type and amount of lawn		Yes	Yes	Sod and seed
Cost estimate (LDM 2.t)		<ul style="list-style-type: none"> For all new plantings, mulch and sod as listed on the plan 	Yes/No	Yes/No
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	<ul style="list-style-type: none"> Refer to LDM for detail drawings 	Yes	Yes	
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys. (Wood stakes, fabric		No	No	Please add attached detail to plans.

Item	Required	Proposed	Meets Code	Comments
guys)				
Tree protection fencing	Located at Critical Root Zone (1' outside of dripline)	Yes	Yes	Tree fencing detail has been added.
Other Plant Material Requirements (LDM 3)				
General Conditions (LDM 3.a)	<ul style="list-style-type: none"> Plant materials shall not be planted within 4 ft. of property line 	Yes	Yes	
Plant Materials & Existing Plant Material (LDM 3.b)	<ul style="list-style-type: none"> Clearly show trees to be removed and trees to be saved. 	Yes	No	Please indicate on tree chart which trees are being removed.
Landscape tree credit (LDM3.b.(d))	<ul style="list-style-type: none"> Substitutions to landscape standards for preserved canopy trees outside woodlands/wetlands should be approved by LA. Refer to Landscape tree Credit Chart in LDM 	NA		Applicant may want to calculate whether landscape tree credit can benefit them.
Plant Sizes for ROW, Woodland replacement and others (LDM 3.c)	<p>Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. For woodland replacement trees, refer to Chapter 37 Section 37-8 for more details. Replacement trees must be species listed on Woodland Tree Replacement Chart in the same Section.</p>	NA		After pre-application meeting, it was determined that 51 of the existing trees around the south and west edges of the property were previously planted as woodland replacement trees for the development as a whole. As such, the trees being removed need to be replaced per Chapter 37's guidelines.
Plant size credit (LDM3.c.(2))	NA	No		
Prohibited Plants (LDM 3.d)	No plants on City Invasive Species List	No	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	<ul style="list-style-type: none"> Label the distance from the overhead utilities 	No		
Collected or Transplanted trees (LDM 3.f)		No		
Nonliving Durable Material: Mulch (LDM 4)	<ul style="list-style-type: none"> Trees shall be mulched to 4" depth and shrubs, groundcovers to 3" 	Yes	Yes	Applicant may reduce mulch thickness to 2" for perennial detail if

Item	Required	Proposed	Meets Code	Comments
	depth, perennial beds 2" depth ■ Specify natural color, finely shredded hardwood bark mulch. Include in cost estimate. ■ Refer to section for additional information			desired.

NOTES:

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

WOODLANDS REVIEW

PRELIMINARY SITE PLAN SUBMITTAL SCHEDULE			
Type of Submittal	Date of Submittal	Date of Applicant Response letter	Reviewed by
Preliminary Site Plan	11 May 15	8 May 15	All Agencies
Revised Preliminary Site Plan	02 June 15		Woodlands Only
PC Meeting Packet		03 June 15	

June 4, 2015

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

Re: Regency Centre Unit 7 (JSP15-0031)
Woodland Review of the Revised Preliminary Site Plan (PSP15-0084)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Revised Preliminary Site Plan for the proposed Regency Centre Unit 7 project. This submittal included one (1) sheet; the *Tree Preservation Plan* (Sheet L1) prepared by Nowak & Fraus Engineers dated June 2, 2015 (Plan). The proposed development is unit 7 of the Regency Centre development located north of Grand River Avenue and west of Haggerty Road in Section 24. The Plan proposes the construction of a 34,275 square foot one story industrial building, associated parking areas, access drives and utilities. While the proposed project site does not appear to contain areas of regulated woodland or wetland (see Figure 1) it does appear to contain trees that were planted as Woodland Replacement trees for the overall Regency Centre development. Disturbance to any of these replacement trees will require replacement by the applicant.

This Revised Preliminary Site Plan is currently Approved as Noted for Woodlands.

The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. ECT most recently visited the site on Tuesday, May 19, 2015 for the purpose of a woodland evaluation. The purpose of the Woodlands Protection Ordinance is to:

- 1) *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
- 2) *Protect the woodlands, including trees and other forms of vegetation, of the city for their economic support of local property values when allowed to remain uncleared and/or unharvested and for their natural beauty, wilderness character of geological, ecological, or historical significance; and*
- 3) *Provide for the paramount public concern for these natural resources in the interest of health, safety and general welfare of the residents of the city.*

On-Site Woodland Evaluation

ECT has reviewed the City of Novi Official Woodlands Map and completed an onsite Woodland Evaluation on Tuesday, May 19, 2015. An existing tree survey has been completed for this site. The *Tree Survey List* (Sheet SP4) contains a tree inventory that includes Tree #, Common Name, Botanical Name, Diameter, Condition and

Comments for each of the surveyed trees. The *Tree Preservation Plan* (Sheet L1) indicates which trees are proposed for removal. This sheet does not, however, list the Tree #'s of those trees to be removed. The *Tree Survey List* also does not indicate which trees are to be removed. The trees to be removed have to be inferred from comparing the *Tree Preservation Plan* and the *General Site Plan*. The applicant should clearly indicate which trees are proposed for removal.

The surveyed trees have been marked on-site with aluminum tree tags hung on nails allowing ECT to compare the tree diameters reported on the *Tree Survey List* to the existing tree diameters in the field. ECT found that the Plan appears to accurately depict the location, species composition and the size of the existing trees. ECT took a sample of diameter-at-breast-height (d.b.h.) measurements and found that the data provided on the Plan was consistent with the field measurements.

The entire site is approximately 3.3 acres. As noted above, while the proposed project site does not appear to contain areas of regulated woodland or wetland (see Figure 1) it does appear to contain trees that were planted as Woodland Replacement trees for the overall Regency Centre development. Disturbance to any of these replacement trees will require replacement by the applicant. The majority of the project site has been previously cleared for development. The replacement trees are located along the southern and western boundaries of this lot. The quality of these trees is of fair to good quality. It appears as if the proposed site development will involve the removal of twenty-four (24) total trees.

On-site trees include Austrian pine (*Pinus nigra*), red maple (*Acer rubrum*), sugar maple (*Acer saccharum*), eastern cottonwood (*Populus deltoides*), bitternut hickory (*Carya cordiformis*), little-leaf linden (*Tilia cordata*), catalpa (*Catalpa speciosa*), eastern white pine (*Pinus strobus*), white spruce (*Picea glauca*), Colorado blue spruce (*Picea pungens*), Siberian elm (*Ulmus pumila*), crabapple (*Malus sp.*), honeylocust (*Gleditsia tiancanthos*) and Bradford pear (*Pyrus calleryana*).

The existing tree inventory lists a total of 128 surveyed trees. Of these, 91 trees (71%) appear to be less than 8-inches d.b.h. The largest tree appears to be a 17-inch d.b.h. bitternut hickory that is proposed to be preserved.

In terms of habitat quality and diversity of tree species, the project site is of moderate quality. The majority of the woodland areas consist of immature growth trees of fair to good health. This wooded area does not provide an exceptionally high level environmental benefit; the subject property is surrounded by existing commercial use. In terms of a scenic asset, wind block, noise buffer or other environmental asset, the woodland areas proposed for impact are considered to be of fair quality.

After our woodland evaluation and review of the *Tree Inventory List*, there are no trees that meet the minimum caliper size for designation as a specimen tree.

Proposed Woodland Impacts and Replacements

As shown, there are impacts proposed to on-site trees that were planted as Woodland Replacement Trees for the overall Regency Centre development. The Plan shows a total of 24 trees to be removed. Of these, 23 are less than or equal to 8-inches d.b.h. The largest tree to be removed is an 11-inch d.b.h. cottonwood. Of the 128 total trees, 104 (81%) are proposed to be preserved.

The Plan includes the following:

- Total Surveyed Trees: 128
- Net Regulated Trees: 128 (regulated or previous Woodland Replacement Trees)
- Regulated Trees Removed: 24
- Regulated Trees Preserved: 104

- Stems to be Removed 8" to 11": 1 x 1 replacement (Requiring 1 Replacements)
- Stems to be Removed 11" to 20": 0 x 2 replacements (Requiring 0 Replacements)
- Stems to be Removed 20" to 30": 0 x 3 replacements (Requiring 0 Replacements)
- Stems to be Removed 30"+: 0 x 4 replacements (Requiring 0 Replacements)
- Previously-planted Woodland Replacement Trees <8": 23 x 1 replacements (Requiring 23 Replacements)

- Total Replacement Trees Required: 24

The Plan has been revised from the previous submittal and now clearly indicates that due to space limitations on the proposed site, Woodland Replacement Trees cannot be accommodated on-site and monies will be paid to the City of Novi Tree Fund.

Comments and Recommendations

The following are repeat comments from our Woodland Review of the Preliminary Site Plan dated May 29, 2015. The current status of each follows in ***bold italics***:

1. The *Tree Preservation Plan* (Sheet L1) indicates which trees are proposed for removal. This sheet does not, however, list the Tree #'s of those trees to be removed. The *Tree Survey List* also does not indicate which trees are to be removed. The trees to be removed have to be inferred from comparing the *Tree Preservation Plan* and the *General Site Plan*. The applicant should clearly indicate which trees are proposed for removal.

This comment has been addressed. The Plan has been revised to clearly indicate proposed tree removals.

2. The Plan does not currently clearly indicate whether the required Woodland Replacement Trees will be planted on-site or if the required credits will be paid into the City of Novi Tree Fund. The applicant shall review and revise the Plan as necessary.

This comment has been addressed. Required Woodland Replacement credits (24) shall be paid to the City's Tree Fund at \$400 per Woodland Replacement required (\$9,600).

3. A Woodland Permit from the City of Novi would be required for proposed impacts to any trees within a regulated woodland area that are 8-inch d.b.h. or greater, or have been previously planted as Woodland Replacement credits. Such trees shall be relocated or replaced by the permit grantee. All deciduous replacement trees shall be two and one-half (2 ½) inches caliper or greater.

This comment still applies. As noted in the City's Landscape Review, Tree #1624 and #1625 are Street Trees and not Woodland Replacement Trees, and the applicant is over the requirement for Street Trees. The applicant is responsible for a total of 24 Woodland Replacement credits, not 26 as currently noted on the Plan.

4. A Woodland Replacement financial guarantee for the planting of replacement trees will be required, if applicable. This financial guarantee will be based on the number of on-site woodland replacement trees (credits) being provided at a per tree value of \$400.

Based on a successful inspection of the installed on-site Woodland Replacement trees, seventy-five percent (75%) of the original Woodland Financial Guarantee shall be returned to the Applicant. Twenty-five percent (25%) of the original Woodland Replacement financial guarantee will be kept for a period of 2-years after the successful inspection of the tree replacement installation as a *Woodland Maintenance and Guarantee Bond*.

This comment still applies.

5. Where woodland replacements are installed in a currently non-regulated woodland area on the project property, appropriate provision shall be made to guarantee that that replacement trees shall be preserved as planted, such as through a conservation or landscape easement to be granted to the City. Such easement or other provision shall be in a form acceptable to the City attorney and provide for the perpetual preservation of the replacement trees and related vegetation (City Woodland Ordinance, Section 37-8.h, *Relocation or replacement of trees*).

This comment still applies.

6. The Applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site.

This comment still applies.

7. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual*.

This comment still applies.

Regency Centre Unit 7 (JSP15-0031)
Woodland Review of the Revised Preliminary Site Plan (PSP15-0084)
June 4, 2015
Page 5 of 8

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

Respectfully submitted,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.



Pete Hill, P.E.
Senior Associate Engineer

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

Attachments: Figure 1 & Site Photos



Figure 1. City of Novi Regulated Wetland & Woodland GIS Coverage Map (approximate property boundary shown in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue). The map does not show regulated woodland or wetland areas on-site.

Site Photos



Photo 1. Looking west at group of existing trees along the southern project Boundary (ECT 5/19/15).



Photo 2. Tree #1507 – 5-inch diameter red maple. Tree is proposed to be removed and is regulated as it was previously planted as a

Woodland Replacement tree (ECT 5/19/15).



Photo 3. Tree #1507 – 5-inch diameter red maple. Tree is proposed to be removed and is regulated as it was previously planted as a Woodland Replacement tree (ECT 5/19/15).



Photo 4. Looking east at group of existing trees along the southern project Boundary (ECT 5/19/15).

WOODLANDS REVIEW

PRELIMINARY SITE PLAN SUBMITTAL SCHEDULE			
Type of Submittal	Date of Submittal	Date of Applicant Response letter	Reviewed by
Preliminary Site Plan	11 May 15	8 May 15	All Agencies
Revised Preliminary Site Plan	02 June 15		Woodlands Only
PC Meeting Packet		03 June 15	

May 29, 2015

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

Re: Regency Centre Unit 7 (JSP15-0031)
Woodland Review of the Preliminary Site Plan (PSP15-0070)

Dear Ms. McBeth:

Environmental Consulting & Technology, Inc. (ECT) has reviewed the Preliminary Site Plan for the proposed Regency Centre Unit 7 project prepared by biddison architecture + design dated May 8, 2015 (Plan). The proposed development is unit 7 of the Regency Centre development located north of Grand River Avenue and west of Haggerty Road in Section 24. The Plan proposes the construction of a 34,275 square foot one story industrial building, associated parking areas, access drives and utilities. While the proposed project site does not appear to contain areas of regulated woodland or wetland (see Figure 1) it does appear to contain trees that were planted as Woodland Replacement trees for the overall Regency Centre development. Disturbance to any of these replacement trees will require replacement by the applicant.

This Preliminary Site Plan is currently **not approved for Woodlands**.

The Plan was reviewed for conformance with the City of Novi Woodland Protection Ordinance Chapter 37. ECT most recently visited the site on Tuesday, May 19, 2015 for the purpose of a woodland evaluation. The purpose of the Woodlands Protection Ordinance is to:

- 1) *Provide for the protection, preservation, replacement, proper maintenance and use of trees and woodlands located in the city in order to minimize disturbance to them and to prevent damage from erosion and siltation, a loss of wildlife and vegetation, and/or from the destruction of the natural habitat. In this regard, it is the intent of this chapter to protect the integrity of woodland areas as a whole, in recognition that woodlands serve as part of an ecosystem, and to place priority on the preservation of woodlands, trees, similar woody vegetation, and related natural resources over development when there are no location alternatives;*
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proposed for removal. This sheet does not, however, list the Tree #'s of those trees to be removed. The *Tree Survey List* also does not indicate which trees are to be removed. The trees to be removed have to be inferred from comparing the *Tree Preservation Plan* and the *General Site Plan*. The applicant should clearly indicate which trees are proposed for removal.

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The entire site is approximately 3.3 acres. As noted above, while the proposed project site does not appear to contain areas of regulated woodland or wetland (see Figure 1) it does appear to contain trees that were planted as Woodland Replacement trees for the overall Regency Centre development. Disturbance to any of these replacement trees will require replacement by the applicant. The majority of the project site has been previously cleared for development. The replacement trees are located along the southern and western boundaries of this lot. The quality of these trees is of fair to good quality. It appears as if the proposed site development will involve the removal of twenty-four (24) total trees.

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In terms of habitat quality and diversity of tree species, the project site is of moderate quality. The majority of the woodland areas consist of immature growth trees of fair to good health. This wooded area does not provide an exceptionally high level environmental benefit; the subject property is surrounded by existing commercial use. In terms of a scenic asset, wind block, noise buffer or other environmental asset, the woodland areas proposed for impact are considered to be of fair quality.

After our woodland evaluation and review of the *Tree Inventory List*, there are no trees that meet the minimum caliper size for designation as a specimen tree.

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- Previously-planted Woodland Replacement Trees <8": 23 x 1 replacements (Requiring 23 Replacements)

- Total Replacement Trees Required: 24

The Plan does not currently clearly indicate whether the required Woodland Replacement Trees will be planted on-site or if the required credits will be paid into the City of Novi Tree Fund. The applicant shall review and revise the Plan as necessary.

Comments and Recommendations

ECT does not currently recommend approval of the Preliminary Site Plan for Woodlands. ECT recommends that the Applicant address the items noted below in subsequent site Plan submittals:

1. The *Tree Preservation Plan* (Sheet L1) indicates which trees are proposed for removal. This sheet does not, however, list the Tree #'s of those trees to be removed. The *Tree Survey List* also does not indicate which trees are to be removed. The trees to be removed have to be inferred from comparing the *Tree Preservation Plan* and the *General Site Plan*. The applicant should clearly indicate which trees are proposed for removal.
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Based on a successful inspection of the installed on-site Woodland Replacement trees, seventy-five

percent (75%) of the original Woodland Financial Guarantee shall be returned to the Applicant. Twenty-five percent (25%) of the original Woodland Replacement financial guarantee will be kept for a period of 2-years after the successful inspection of the tree replacement installation as a *Woodland Maintenance and Guarantee Bond*.

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6. The Applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site.
7. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the *Plant Material Spacing Relationship Chart for Landscape Purposes* found in the City of Novi *Landscape Design Manual*.

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

Respectfully submitted,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.



Pete Hill, P.E.
Senior Associate Engineer

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

Attachments: Figure 1 & Site Photos



Figure 1. City of Novi Regulated Wetland & Woodland GIS Coverage Map (approximate property boundary shown in red). Regulated Woodland areas are shown in green and regulated Wetland areas are shown in blue). The map does not show regulated woodland or wetland areas on-site.

Site Photos



Photo 1. Looking west at group of existing trees along the southern project Boundary (ECT 5/19/15).



Photo 2. Tree #1507 – 5-inch diameter red maple. Tree is proposed to be removed and is regulated as it was previously planted as a Woodland Replacement tree (ECT 5/19/15).



Photo 3. Tree #1507 – 5-inch diameter red maple. Tree is proposed to be removed and is regulated as it was previously planted as a Woodland Replacement tree (ECT 5/19/15).



Photo 4. Looking east at group of existing trees along the southern project Boundary (ECT 5/19/15).

FACADE REVIEW



June 1, 2015

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

Facade Review Status Summary:
Approved, full compliance

Attn: Ms. Barb McBeth – Director of Community Development

Re: **FACADE ORDINANCE – Preliminary Site Plan Review**
Regency Centre, PSP15-0070
 Façade Region: 3, Zoning District: I-1

Dear Ms. McBeth:

The following is the Facade Review for Preliminary Site Plan for the above referenced project based on the drawings prepared by Biddison Architecture and Design, dated 5/8/15. The percentages of materials proposed for each façade are as shown on the table below. The maximum (and minimum) percentages allowed by the Schedule Regulating Façade Materials of Ordinance Section 2520 are shown in the bottom row. Materials that are in non-compliance with the Facade Schedule, if any, are highlighted in bold.

	East (front)	North	South	West	Ordinance Maximum
BRICK	98%	86%	28%	24%	100%
SPLIT FACED C.M.U.	0%	8%	72%	74%	75%
FLAT METAL PANELS	2%	6%	0%	2%	75%

Recommendation - The proposed structure is in Zoning District I-1, greater than 500' from a major thoroughfare and is therefore located within Region 3 with respect to the Façade Ordinance. As shown above all proposed materials are in full compliance with the Facade Ordinance. The sample board and rendering provided indicates a well-designed building and carefully coordinated colors that are consistent with buildings in the surrounding area. A section 9 Waiver is not required for this project.

Notes to the Applicant:

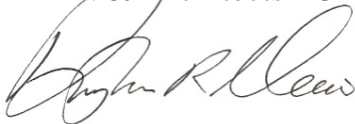
1. The Façade Ordinance requires screening of roof top equipment from all vantage points both on and off site. It is assumed that the parapets are raised sufficiently to screen any roof top equipment. If roof equipment screens are used they must be consistent with the Façade Ordinance.

2. Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant's responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department's Online Inspection Portal with the following link. Please click on "Click here to Request an Inspection" under "Contractors", then click "Façade".

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

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

Sincerely,
DRN & Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci".

Douglas R. Necci, AIA

FIRE REVIEW



May 15, 2015

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

RE: Regency Lot #7 – Preliminary Site Plan

CITY COUNCIL

Mayor
Bob Gatt

Mayor Pro Tem
Dave Staudt

Gwen Markham

Andrew Mutch

Doreen Poupard

Wayne Wrobel

Laura Marie Casey

City Manager
Pete Auger

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

Director of EMS/Fire Operations
Jeffery R. Johnson

Assistant Chief of Police
Victor C.M. Lauria

Assistant Chief of Police
Jerrod S. Hart

PSP# 15-0070

Project Description:

Proposed new 34,280 sq ft building on lot #7 @ 25125 Regency Dr.
3.3 acres site

Comments:

1. Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. ***(D.C.S. Sec 11-239(b)(5))***
Plans indicate on future submittals.
2. Immediate access to fire department connections shall be maintained at all times and without obstruction by fences, bushes, trees, walls or any other object for a minimum of 3 feet (914 mm). ***(International Fire Code)***.
Landscaping page shows possible obstructions to FDC location. Corrected 5/15/15

Recommendation: Approved with the correction of item #1

Sincerely,

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

cc: file

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

cityofnovi.org

APPLICANT RESPONSE LETTER



CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

June 3, 2015

Emailed: June 3, 2015

City of Novi
Community Development Dept.
45175 West Ten Mile Road
Novi, MI 48375

Attn: Barbara McBeth (Time Sensitive)
Deputy Comm. Develop. Dir.

Re: **Regency Centre Lot #7**
JSP 15-31
Novi, Michigan

Dear Ms. McBeth:

Please find attached the following documentation for the June 10 Planning Commission meeting for the above referenced project.

- An NFE written response to the City of Novi review letters received from your office on June 2, 2015.
- The previously submitted response letter from Biddison Architecture dated May 8.
- A pdf version of the entire Site Plan package previously submitted dated May 8, along with the revised Tree Preservation Plan.
- A front entrance architectural rendering.

Sincerely,

NOWAK & FRAUS ENGINEERS

A handwritten signature in blue ink that reads 'Brad Brickel'.

Brad W. Brickel, P.E.
Associate

Enclosures

cc: Ari-El Enterprises, Mr. Arie Leivovitz, (29355 Northwestern Hwy., Ste 301, Southfield, MI 48034)
Biddison Architecture, Kevin Biddison, (320 Martin St., Ste. 10, Birmingham, MI 48009)
Nowak & Fraus Engineers, Mr. Timothy L. Germain, P.E., Vice-President
Project File: A650-07

NOWAK & FRAUS ENGINEERS

PLAN REVIEW CENTER REPORT

PRELIMINARY SITE PLAN REVIEW

Planning Review Summary Chart

1. Bicycle Parking Facilities - Bicycle parking spaces not provided, 4 are required.
The owner will ask for a ZBA waiver of the bicycle parking spaces.
2. I-2 District Conditions – Add note that direct retail consumer sales is prohibited.
The note regarding prohibition of direct retail sales will be added to the site plan.
3. Lighting – List the mounting height for the lights on the plans. Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1.
The mounting height shall be placed on the lighting plan. A note concerning the light levels shall also be installed on the plan.
4. Economic Impact – The applicant shall provide employee information at the time of tenant build-out. Information regarding the cost of construction and jobs created during construction is still required.
The estimated construction cost is approximately \$1,800,000 with a creation of approximately 60-80 construction jobs.
5. Development and Street Names: - Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval.
The owner will contact Richelle Leskun to schedule a meeting with the committee.
6. Long term truck parking – Add note that no long term truck parking is allowed.
A note stating that long term truck parking is not allowed will be added to the plan.
7. Performance Standards – Verify that lighting, noise, vibration, odor and other possible impacts are in compliance with standards and intent in the article and performance standards of Section 5.14
Prior to occupancy, the Owner will provide verification, as required, of compliance.
8. Hazardous Materials Checklist – Provide the required checklist.
The Hazardous Materials checklist will be submitted and provided as a part of Final Site Plan Approval.

ENGINEERING REVIEW OF PRELIMINARY SITE PLAN

General

1. All Additional Comments to be addressed prior to Final Site Plan submittal.

All additional engineering comments items 1-46 as outlined in the Engineering Review dated 05/29/2015 will be addressed prior to Final Site Plan submittal.

TRAFFIC REVIEW FOR PRELIMINARY SITE PLAN

Comments:

1. The spacing between the proposed driveway and the existing driveway to the north does not appear to be in compliance with the City's commercial driveway spacing standards.

A waiver will be requested based upon the layout having the drive at the north end will keep the trucks away from the drive in front of the entrance which allows for safer pedestrian access to the building. Also this development is only proposing one drive approach.

FIRE DEPARTMENT REVIEW FOR PRELIMINARY SITE PLAN

Comments:

2. Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. Plans indicate on page SP101, 25 ton. This will need to be corrected to 35 ton per Ordinance.

The radii are in conformance to allow a fire apparatus to maneuver the site as required. Sheet SP101 has been updated to support a 35 ton load.

LANDSCAPING REVIEW FOR PRELIMINARY SITE PLAN

General Review Comments

1. Two proposed crabapples need to be moved out of the 12" water line easement at the south end of the property, and 1 proposed crabapple near the driveway needs to be moved out of the DTE easement.

All planting and easement encroachments will be corrected

2. Existing trees are replacement trees from the overall industrial park development and as such require woodland protection.

All existing trees proposed to be removed have been replaced in conformance with Chapter 37 of the City of Novi Zoning Ordinance.

3. Please change the 7 parking lot spruce trees to deciduous canopy trees and move them to positions that abut the parking lot, so they can provide shading to the lot.

The evergreen trees will be replaced and repositioned to better shade the parking lot.

4. Based on the 870 l.f. of perimeter, 25 canopy trees are required. No calculations for this requirement are provided and no canopy trees are provided.

NOWAK & FRAUS ENGINEERS

The required calculations will be provided. The existing site perimeter is heavily treed, and as a result we can only accommodate 12 of the required trees on-site. Additional trees would negatively impact the existing trees. We would request a waiver from the remaining number, given the large number of existing trees preserved on-site, which meet the intent of the perimeter screening requirement.

5. The two trees to be removed in the proposed entry drive, do not require replacement, as they are street trees not woodland replacements.

The tree replacement calculations will be revised to indicate the two trees at the entry drive do not require replacement.

6. Revise plantings to show evergreen shrubs on berm.

Evergreen shrubs will be added to the berm to meet the screening requirement.

7. Please add plan view detail showing required spacing of landscaping from transformer/mechanical boxes.

A separate plan view detail will be added to the plan.

8. Tree stakes and guys, please add attached detail to the plan.

While no detail was attached, we will add the required detail.

9. Please indicate on tree chart which trees are being removed.

A tree list was added to the Tree Preservation Plan (sheet L1), as well as which trees are proposed for removal.

10. Trees that are extremely close to the building, will need to be replaced or \$400 per additional lost tree will need to be paid into the tree fund.

The Owner and contractor will be made aware of the requirement and all required actions will be taken in the event of the death of a protected tree.

11. Please revise tree fencing detail to note placement of protection fencing to 1' outside dripline.

The applicable tree protection fencing details have been revised, as recommended.

WOODLAND REVIEW FOR PRELIMINARY SITE PLAN

General Review Comments:

1. The Tree Preservation Plan (sheet L1) indicates which trees are proposed for removal. The sheet does not, however, list the tree numbers of those trees to be removed. The Tree Survey list also does not indicate which trees are to be removed. The trees to be removed have to be inferred from comparing the Tree Preservation Plan and the General Site Plan. The applicant should clearly indicate which trees are proposed for removal.

The existing tree numbers have been added to the plan. In addition, the Tree List was added to Sheet L1, with those trees to be removed, identified.

2. The plan does not currently clearly indicate whether the required Woodland Replacement Trees will be planted on-site or if the required credits will be paid into the City of Novi Tree Fund. The applicant shall review and revised the Plan as necessary.

The plan has been revised and a note added indicating that money shall be paid into the City Tree Fund for all the required replacement trees. There is insufficient space to accommodate all the required trees.

3. A Woodland Permit from the City of Novi would be required for proposed impacts to any trees within a regulated woodland that are 8-inch d.b.h. or greater, or have been previously planted as Woodland Replacement credits. All deciduous replacement trees shall be 2-1/2" caliper or greater.

A Woodland Permit will be obtained for the removal of the previously planted Woodland Replacement credits.

4. A Woodland Replacement financial guarantee for the planting of replacement trees will be required, if applicable. This financial guarantee will be based on the number of on-site woodland replacement trees being provided at a per tree value of \$400.

We do not believe this guarantee is applicable since all monies will be paid into the City Tree Fund for the required replacement trees.

5. Where woodland replacements are installed in a currently non-regulated woodland area on the project property, appropriate provision shall be made to guarantee that the replacement trees shall be preserved as planted, such as through a conservation or landscape easement to be granted to the City. Such easement or other provision shall be made in a form acceptable to the City attorney and provide for the perpetual preservation of the replacement trees and related vegetation.

Provisions will be made as necessary, if required, for the guarantee of preservation areas.

6. The applicant will be required to pay the City of Novi Tree Fund at a value of \$400/credit for any Woodland Replacement tree credits that cannot be placed on-site.

All monies as previously addressed will be paid into the City Tree Fund.

7. Replacement material should not be located 1) within 10' of built structures or the edges of utility easements and 2) over underground structures/utilities or within their associated easements. In addition, replacement tree spacing should follow the Plant Material Spacing Relationship Chart for Landscape Purposes found in the City of Novi Design Manual.

All plant materials will be planted in conformance with the requirements of the City of Novi Landscape Design Manual.

May 8, 2015

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

Re: Regency Centre Lot #7
Pre-application site plan review response letter

Dear Ms McBeth:

The following is an itemized response pertaining to architectural elements from the plan review letter dated April 27, 2015.

Facade:

The south elevation consist of 28% clay brick and 72% Integral Colored Concrete Block split face finish. A material sample board will be submitted prior to the review meeting. Our office is waiting for a finish sample to arrive and will submit the board asap.

Exterior Lighting:

Site lighting has been revised. The revised photometric plan reduces the average light level to meet the city's 4:1 ratio requirement. An additional light fixture has been added near the entrance of the building to assure a minimum of 1 foot candle.

Number of Employees:

The building is speculative and does not have a tenant at this time. Employee information will be provided at the time of tenant build-out permits.

Exterior Signage:

The location of all proposed signage will be reviewed prior to erection and pursuant to the permit process per Novi Code of Ordinances.

Please contact me if you have any further questions regarding this project.

Sincerely,

Kevin L. Biddison, AIA
Biddison architecture + design

320 Martin Street Suite 10
Birmingham, MI 48009
p 248•554•9500