



# PLANNING COMMISSION MINUTES

CITY OF NOVI  
Regular Meeting  
**May 24, 2023 7:00 PM**

Council Chambers | Novi Civic Center  
45175 W. Ten Mile, Novi, MI 48375 (248) 347-0475

## CALL TO ORDER

The meeting was called to order at 7:00 PM.

## ROLL CALL

Present: Member Avdoulos, Member Dismondy, Member Lynch, Chair Pehrson, Member Roney, Member Verma  
Absent Excused: Member Becker  
Staff: Barbara McBeth, City Planner; Elizabeth Saarela, City Attorney; Christian Carroll, Planner

## PLEDGE OF ALLEGIANCE

Member Lynch led the meeting attendees in the recitation of the Pledge of Allegiance.

## APPROVAL OF AGENDA

Motion made by Member Lynch and seconded by Member Avdoulos to approve the agenda.

## ROLL CALL VOTE ON MOTION TO APPROVE THE MAY 24, 2023 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS.

*Motion carried 6-0.*

## AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward. Seeing no one, Chair Pehrson closed the first public participation.

## CORRESPONDENCE

There was not any correspondence.

## COMMITTEE REPORTS

There were not any committee reports.

## CITY PLANNER REPORT

There was no City Planner report.

## CONSENT AGENDA - REMOVALS AND APPROVALS

### 1. JSP21-06 CITY CENTER OFFICE PLAZA

Approval of the request for the first one-year extension of the Preliminary Site Plan approval for the City Center Office Plaza. The subject property is located west of Flint Street, south of Grand River Avenue (Section 15) on approximately 1.25 acres. The applicant is proposing a three-story office building with a bank on the first floor and general office on the upper floors, with a total square footage of 15,300 square feet.

Motion made by Member Lynch and seconded by Member Avdoulos to approve the one-year extension of JSP21-06 City Center Office Plaza Preliminary Site Plan.

**ROLL CALL VOTE ON MOTION TO APPROVE THE ONE-YEAR EXTENSION FOR JSP21-06 CITY CENTER OFFICE PLAZA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS.**

***Motion carried 6-0.***

**PUBLIC HEARINGS**

**1. RESIDENTIAL TEXT AMENDMENT 18.302**

Public Hearing of the staff-initiated request for Planning Commission's recommendation to the City Council regarding Text Amendment 18.302 to update the standards for public schools, nonconforming uses of land, and other minor modifications.

City Planner Barb McBeth relayed that Staff first introduced this city-initiated text amendment to the Commission on April 19th, when the matter was discussed briefly. The Planning Commission made a motion to set the public hearing for this matter, which has been scheduled for tonight's meeting.

The proposed ordinance modifications are to the Single-Family Residential districts, specifically related to the standards for public and private elementary, intermediate or secondary school uses, and to clarify the standards and remove inconsistencies that have been noted.

Also proposed tonight are modifications to Section 7.1 Nonconformities to provide standards related to existing school uses. The impetus for the suggested ordinance amendments is in connection with the school and park property exchange that is currently in discussion, and with the expectation that the Novi Community Schools likely intends, at some point in the future, to use a portion of the exchanged property for school uses.

The text changes to Section 4.3 of the ordinance provide two clean-ups or clarifications to the use standards for schools and is referenced in the RA District, and the R-1 through R-4 Districts.

First, Section 4.3.1 is proposed to be updated to reflect more accurately that in the RA, Residential Acreage District, elementary schools are considered a Principal Permitted Use. The second clean-up is to Section 4.3.2 to note that most of the other school uses are considered a Special Land Use, except for elementary schools in the RA District which are considered a Principal Permitted Use.

Another change relates to Section 7.1 Nonconformities and adds a new section that will allow certain public schools to expand or extend school uses on the remainder of their parcels as a Principal Permitted Use, and not as a Special Land Use. Additional considerations in this new section state that the existing building on the property owned by the public school had previously been approved under the Michigan Revised School Code, and that the school building or use is located in any one of our single-family residential zoning districts (RA, or the R1 through R4 Districts). The specific language is highlighted in red on page 3 of the document provided in the packet.

The Planning Commission is asked tonight to hold the public hearing and make a recommendation to the City Council on the proposed ordinance amendment.

Chair Pehrson opened the Public Hearing and invited members of the audience who wished to participate to approach the podium. Seeing no one, and confirming there was no correspondence, Chair Pehrson closed the audience participation and turned the matter over to the Planning Commission for consideration.

Member Lynch relayed this cleans up and adds clarity as there was concern from the public about certain uses on the property and this clarifies that. Member Lynch is in support.  
Member Dismondy is in support.

Member Verma had no comment.

Member Roney had no comment.

Motion to recommend the Residential Text Amendment 18.302 for approval to City Council made by Member Avdoulos and seconded by Member Dismondy.

**In the matter of Residential Text Amendment 18.302, motion to recommend approval of the Residential Text Amendment to the City Council. The approval is recommended because the ordinance amendment addresses inconsistencies in the ordinance and facilitates the land swap between the City of Novi and the Novi Community School District.**

**ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL OF THE RESIDENTIAL TEXT AMENDMENT 18.302 MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER DISMONDY.**

***Motion carried 6-0.***

## **MATTERS FOR CONSIDERATION**

### **1. INTRODUCTION TO TEXT AMENDMENT 18.301 – VARIOUS SECTIONS OF THE ORDINANCE**

Set public hearing for Text Amendment 18.301 to update and make corrections to various sections of the Zoning Ordinance.

Planner Christian Carroll relayed that proposed Text Amendment 18.301 to several sections of the Zoning Ordinance largely to clean up the Ordinance for clarity and consistency. As part of this proposed text amendment, there are several updates to the zoning ordinance.

The main changes proposed include removing the EXPO zoning district, modifying microbreweries and brewpubs use standards to match restaurant uses more closely, updating standards related to daycares due to a change in state law, updating some standards related to site lighting, and the removal/modification of some conflicting sections of the Zoning Ordinance. The sections being modified are explicitly listed in the memo provided within the Planning Commission packet. In summary, the main proposed changes are as follows:

**EXPO Zoning District:** Remove the zoning district and any associated references as it is no longer applicable. This was formerly the zoning of where the Adell center currently is, it does not apply to any properties at this point.

**Microbreweries and Brewpubs:** Remove some additional barriers to microbreweries and brewpubs such as removing requirements for full meal service, locating near freestanding restaurants/other breweries, making loading requirements consistent with the zoning district/ and restaurant use instead of having specific standards, combination of parking standards with sit-down restaurants.

**Daycares:** Updating standards due to changes in State law, allowing for a reduction in daycare play areas if approved by the Planning Commission. There have been several projects in the past years that have been deficit in play area but based on industry standards there was justification provided for a reduction in the outdoor play area.

**Exterior Lighting:** Updates to site lighting ordinance. Removal of spillover information requirements, allowance of administrative approval when the site is already subject of an approved photometric plan, updated requirements for modern-lighting, and the allowance for some deviation in residential developments.

**Other Changes:** Addition of carport standards, allowance for dumpster enclosures in the interior side yard when they do not abut residentially zoned districts, moving of Section 4.45 to the I-1 district standards in Section 3, minor update to the bicycle parking facility layout standards.

The Planning Commission is asked tonight to provide direction to Staff on this request and to consider setting a Public Hearing for an upcoming Planning Commission Meeting. Staff is available to answer any questions.

Chair Pehrson turned the matter over to the Planning Commission for consideration.

Member Lynch relayed he has reviewed the changes and is in support. He expressed appreciation to Staff

for going through the Ordinance and making these clean ups for clarity.

Member Dismondy is in support.

Member Verma is in support.

Member Roney had no issues.

Motion made to set public hearing to for Text Amendment 18.301 to update and make corrections to various sections of the Zoning Ordinance made by Member Avdoulos and seconded by Member Lynch.

**ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL OF THE RESIDENTIAL TEXT AMENDMENT 18.302 MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.**

*Motion carried 6-0.*

**2. APPROVAL OF THE MAY 10, 2023 PLANNING COMMISSION MINUTES**

Motion made by Member Lynch and seconded by Member Dismondy to approve the May 10, 2023 Planning Commission Minutes.

**ROLL CALL VOTE ON MOTION TO APPROVE THE MAY 10, 2023 PLANNING COMMISSION MINUTES WAS MADE BY MEMBER LYNCH AND SECONDED BY MEMBER DISMONDY.**

*Motion carried 6-0.*

**CONSENT AGENDA REMOVALS FOR COMMISSION ACTION**

There were no consent agenda items.

**SUPPLEMENTAL ISSUES/TRAINING UPDATES**

City Planner McBeth relayed that Planner Christian Carroll will be moving out of state for another job opportunity. His last day will be May 26<sup>th</sup>.

**AUDIENCE PARTICIPATION**

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the final audience participation to come forward. Seeing no one, Chair Pehrson closed the final audience participation.

**ADJOURNMENT**

Motion to adjourn the meeting made by Member Lynch and seconded by Member Avdoulos.

**VOICE VOTE ON THE MOTION TO ADJOURN MADE BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULUS.**

*Motion to adjourn the May 24, 2023 Planning Commission meeting. Motion carried 6-0.*

Meeting adjourned at 7:12 PM.