CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting
November 25, 2024 | 7:00 PM
Council Chambers | Novi Civic Center | 45175 Ten Mile Road
(248) 347-0460

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL – Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith, Staudt, Thomas

APPROVAL OF AGENDA

PUBLIC HEARINGS

1. Strategic Community Recreation and Master Park Plan

PRESENTATIONS

REPORTS

1. Manager/Staff

2. Attorney

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

CONSENT AGENDA REMOVALS AND APPROVALS – All items listed under Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered at the end of the normal Agenda.

MATTERS FOR COUNCIL ACTION

1. Consideration of approval of the resolution to adopt the Novi Parks, Recreation and Cultural Services 2025-29 Strategic Community Recreation and Master Park Plan.

2. Consideration of approval of a grant agreement with the Department of Environment, Great Lakes and Energy (EGLE) in connection with the Community Energy Management Program (CEM) in the amount of $100,000.

3. Consideration of approval to award engineering services to Spalding DeDecker to update the City's Stormwater Master Plan in the amount of $110,200.

4. Consideration of tentative approval of Sakura East JZ23-41 with Zoning Map Amendment 18.743, to rezone from Light Industrial to Town Center One with a Planned Rezoning Overlay (PRO).

CONSENT AGENDA REMOVALS FOR COUNCIL ACTION – Consent Agenda items which have been removed for discussion and/or action.

AUDIENCE COMMENT – In order to hear all citizen comments at a reasonable hour, the City Council requests that speakers respect the three-minute time limit. This is not a question-answer session. However, it is an opportunity to voice your thoughts with City Council. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to the City Clerk's Office no later than 12:00 P.M. the day of the meeting. The materials cannot be changed before the meeting.

COMMITTEE REPORTS

1. Public Utilities & Technology Committee - Councilmember Thomas

2. Finance & Administration Committee - Mayor Fischer

3. Mobility Committee - Councilmember Smith

4. Long-Range Strategic Planning Committee - Mayor Pro Tem Casey

MAYOR AND COUNCIL ISSUES

1. Pavillion Shore Park tribute plaque - Councilmember Staudt

COMMUNICATIONS

CONSENT AGENDA – Background information for Consent Agenda items is available for review at the City Clerk's Office.

A. Approve Minutes of:
November 12, 2024 - Regular Meeting

B. Approval of Zoning Map Amendment 18.747 to rezone approximately 107 acres of property located south of Grand River Avenue, east of Beck Road and west of Taft Road, from Light Industrial, Residential Acreage, and Office Service to the new City West District. **SECOND READING**

C. Approval of Resolution approving the City's renewal of participation in the Mutual Aid Box Alarm System (MABAS), an intergovernmental agreement providing fire mutual aid assistance among its signatories.

D. Approval of claims and warrants – Warrant 1168

ADJOURNMENT

SCHEDULED MEETINGS – All Regular Council meetings are held in the Council Chambers unless otherwise noted. For a complete listing of scheduled meetings, please visit the Event Calendar at cityofnovi.org.

NOTICE: People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk (248) 347-0456 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

CITY OF NOVI
STRATEGIC COMMUNITY RECREATION AND MASTER PARK PLAN

The City of Novi has developed a Strategic Community Recreation and Master Park Plan. The Plan evaluates existing recreation opportunities, review's public input regarding recreation, establishes recreational goals, and proposes a five-year schedule of improvements and other related items the City wishes to pursue. A copy of the Draft Plan is available for review online using the following link: **https://cityofnovi.org/parks/administrative/strategic-community-recreation-and-master-park-plan/** and can also be reviewed at the Novi Civic Center, 45175 Ten Mile Road, Novi, MI 48375, during regular office hours.

If you are interested in submitting comments regarding the Draft Plan, please send comments to Jeff Muck, City of Novi, PRCS Director at **jmuck@cityofnovi.org**, or by phone at 248-347-0400.

A hearing to take input on the draft plan will be held on November 25, 2024, Novi Civic Center, 45175 Ten Mile Road, Novi, MI 48375 at 7:00 PM.

Publish: October 24, 2024

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CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Consideration of approval of the resolution to adopt the Novi Parks, Recreation and Cultural Services 2025-29 Strategic Community Recreation and Master Park Plan.

SUBMITTING DEPARTMENT: Parks, Recreation and Cultural Services

KEY HIGHLIGHTS:

- The State of Michigan Department of Natural Resources (DNR) requires municipalities to develop and approve a five-year Community Recreation Plan to be eligible to apply and be awarded State and Federal grant monies.
- The Plan evaluates existing recreation opportunities, review's public input regarding recreation, establishes recreational goals, and proposes a five-year schedule of improvements and other related items the City wishes to pursue.

BACKGROUND INFORMATION:

The State of Michigan Department of Natural Resources (DNR) requires municipalities to develop and approve a five-year Community Recreation Plan (CRP) to be eligible to apply and be awarded State and Federal grant monies. A Community Recreation Plan provides a base of information to use in implementing the department's Strategic Plan.

Development of the plan utilized components of the 2020-24 Strategic Community Recreation and Master Park Plan, and DNR Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans. Input was sought and provided by community members, city staff, and PRCS Commissioners through public open houses (Superhero Showcase, Senior Population, & Diverse Populations), online surveys, and a 30-day mandatory posting of the plan on the City's website.

The survey process included three targeted surveys and one general survey. The targeted surveys were distributed during the public open houses and made available online after the events. The general survey was conducted from July 9 to July 11.

Survey Respondent Demographics:
Age 61+: 45%
Age 46-60: 36%
Age 31-45: 18%
Age 30 and under: 1%

In total almost 400 participant responses were recorded.

On November 21, a presentation was made at the PRCS Commission meeting. The plan has been recommended for City Council approval by the PRCS Commission. A public hearing was held at the November 25 City Council meeting. The plan will be sent to the DNR for final approval following City Council consideration and approval.

RECOMMENDED ACTION: Consideration of approval of the resolution to adopt the Novi Parks, Recreation and Cultural Services 2025-29 Strategic Community Recreation and Master Park Plan.

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

David Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager
Victor Cardenas

Director of Parks, Recreation & Cultural Services
Jeffrey A. Muck

Deputy Director
Tracie Ringle

RESOLUTION
STRATEGIC COMMUNITY RECREATION AND MASTER PARK PLAN

WHEREAS, the Parks, Recreation and Cultural Services (PRCS) Commission and the City Council of the City of Novi has undertaken a Five-Year Strategic Community Recreation and Master Park Plan which describes the physical features, existing recreation facilities, programs and the desired actions to be taken to enhance and maintain recreation facilities, programs and services during the period between 2025-29, and

WHEREAS, the Parks, Recreation and Cultural Services Commission approved the plan on November 21, 2024, and

WHEREAS, the Parks, Recreation and Cultural Services Department, Commission, and City Council of the City of Novi has developed the plan for the benefit of the entire community and adopts the plan as a document to assist in meeting the recreation needs of the community.

NOW, THEREFORE, BE IT RESOLVED the City Council hereby adopts the City of Novi Strategic Community Recreation and Master Park Plan as a guideline for PRCS as an element in the overall comprehensive planning process for future development of the community.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi at a regular meeting held this twenty-fifth day of November 2024.

_____

Cortney Hanson
City Clerk

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0400
248.347.3286 fax

cityofnovi.org

NOVI PARKS, RECREATION & CULTURAL SERVICES

STRATEGIC COMMUNITY RECREATION AND MASTER PARKS PLAN

PURPOSE

COMMUNITY INPUT

The recreation plan provides an opportunity to incorporate changing needs and assets for the community.

GRANT ELIGIBILITY

Recreation plans allow communities to receive grants from the State for park and open-space acquisition, park development, and improvements to existing parks.

STATE COMPLIANCE

The intent of a community park and recreation plan is to create an inventory of existing facilities and resources, identify community recreation and open space needs, and set a plan of action for a five-year period. The Michigan Department of Natural Resources (MDNR) requires community recreation plans to be updated every five years. The previous plan was developed for the years 2020 – 2024.

PROCESS OVERVIEW

GATHER PUBLIC INPUT

We talked to people throughout the community to gather as much input as possible.

PREPARE DRAFT

We prepared a draft plan summarizing the needs, wants, and options for funding.

REVIEW

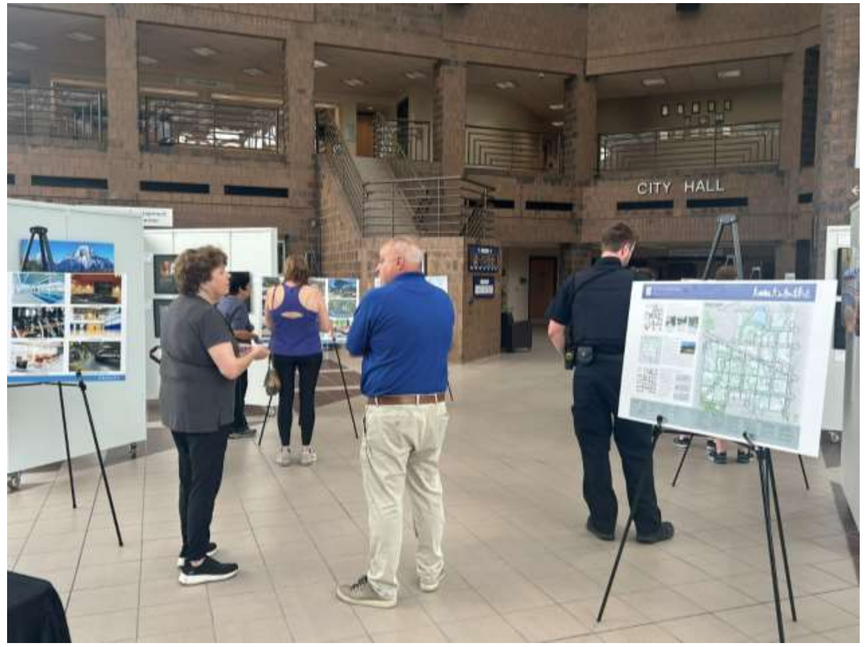
The draft plan is reviewed by the public

FINAL PLAN

The final plan is approved and is submitted to MDNR

IMPLEMENTATION

The plan can be used to apply for grants for future projects



COMMUNITY INPUT

PUBLIC OPEN HOUSES

Three public open houses were held to gather community input, with each event tailored to engage various segments of the population.

Public Open Houses:

- Superhero Showcase
- Senior Population
- Diverse Populations

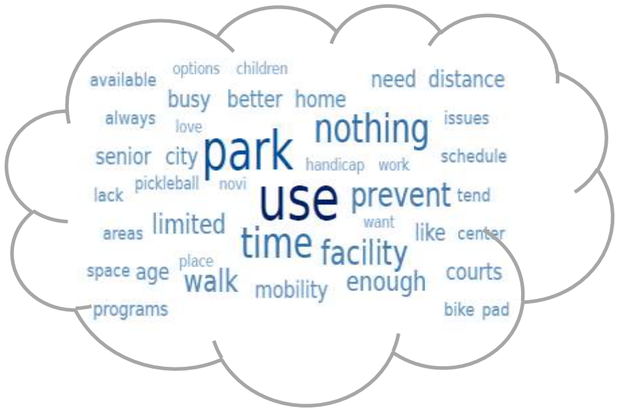
ONLINE COMMUNITY SURVEYS

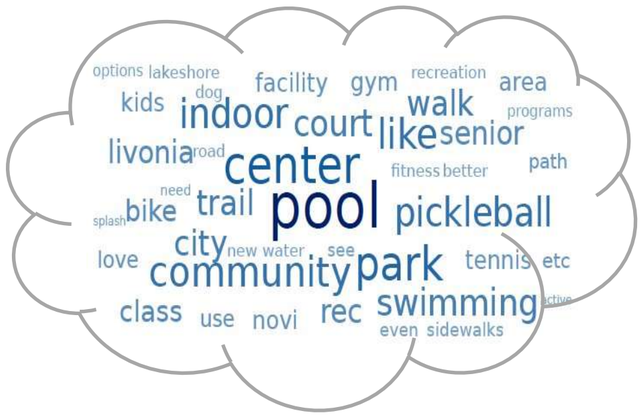
Residents provided feedback on parks and recreation in Novi through three targeted surveys and one general survey.

PRCS LEADERSHIP VISIONING SESSION

A visioning session was held to review public input, goals and objectives, mission, vision, and action items for department over the next five years.

SURVEY





OVERVIEW

The survey process included three targeted surveys and one general survey. The targeted surveys were distributed during the public open houses and made available online after the events. The general survey was conducted from July 9 to July 11.

In total almost 400 participant responses were recorded.

DEMOGRAPHICS

- Age 61+: 45%
- Age 46-60: 36%
- Age 31-45: 18%
- Age 30 and under: 1%

GOALS & OBJECTIVES

OPERATE

a World-Class, Sustainable Local Government

BUILD

a Desirable and Vibrant Community for Residents and Businesses

INVEST

Properly in Being a Safe Community for All

GOALS & OBJECTIVES

OPERATE

- Enhance community engagement, inclusivity, and accessibility by reaching diverse populations, expanding volunteerism, and improving parks to meet ADA standards with universal design.
- Strengthen communications and marketing, especially for older adults.
- Grow nature and arts programming.
- Pursue partnerships and technology advancements for greater operational efficiency and resource sharing.

BUILD

- Create a connected and inclusive community through facilities, walkable parks, and trail connections.
- Increase awareness and participation through increased outreach and marketing campaigns.
- Evaluate and enhance park amenities and infrastructure.
- Monitor and pursue properties to acquire for park and conservation purposes.
- Leverage grant funding opportunities.

INVEST

- Achieve CAPRA re-accreditation.
- Assess community needs and enhance resources for older adults to support aging in place.
- Ensure emergency access, update trail signage, maintain staff certifications, and improve park and facility amenities.

ACTION PLAN

- This plan is a long-term guide that will evolve over time, with an annual review process. All listed projects depend on funding availability from grants or the general fund and City Council approval.

- The action plan was developed based on information gathered from public input, demographic data, land use trends, and efforts of adjacent communities.

- Projects may be funded through city general funds, state and federal grants, donations, and foundations.

- The plan outlines a timeline for anticipated projects from 2024 to 2029.

Mission: Provide exceptional park, recreational and cultural opportunities that are diverse and enhance lives.

Vision: The City of Novi aims to lead in innovation, excellence, and outstanding service through a culture of trust, respect, and continuous improvements.

QUESTIONS?

cityofnovi.org

CITY OF NOVI
STRATEGIC COMMUNITY RECREATION & MASTER PARK PLAN

2025-2029

DRAFT

ACKNOWLEDGEMENTS

A public hearing on the 2025 - 2029 Strategic Community Recreation and Master Park Plan was held on Date. The Plan was adopted by Novi City Council on Date.

COMMUNITY MEMBERS OF THE CITY OF NOVI

JUSTIN FISCHER - MAYOR

CITY COUNCIL

Justin Fischer, Mayor
Laura Marie Casey, Mayor Pro Tem
Priya Gurumurthy, Council Member
Matt Heintz, Council Member
Brian Smith, Council Member
David Staudt, Council Member
Ericka Thomas, Council Member

CITY STAFF

Jeff Muck, Parks, Recreation and Cultural Services Director
Tracie Ringle, Parks, Recreation and Cultural Services Deputy Director
Kit Kieser, Parks, Recreation and Cultural Services Older Adult Services Manager
Sandy Fisher, Parks, Recreation and Cultural Services Social Services Coordinator
Steve Fellhauer, Parks, Recreation and Cultural Services Recreation Supervisor (Sports Programs)
John Gillingham, Parks, Recreation and Cultural Services Recreation Supervisor (Youth Programming and Camps)
Madison Lachance, Parks, Recreation and Cultural Services Recreation Supervisor (Older Adult Services)
T. Chase Root, Parks, Recreation and Cultural Services Recreation Supervisor (Sports Programs)

PARKS, RECREATION AND CULTURAL SERVICE COMMISSION

Jay F. Dooley, Committee Member
Swaminathan Gopalakrishnan, Committee Member
Ryan Joseph, Committee Member
Salene Riggins, Committe Member
Charles A. Staab, Committee Member
Joe Tolkacz, Committee Member
Hideki (Harry) Torimoto, Committee Member
Pietro DiDomenico, Student Representative
Ishaan Sid, Student Representative
Jeff Muck, Staff Liason

PARKS, RECREATION AND CULTURAL SERVICE STAFF

Jeff Muck, Director of PRCS
Tracie Ringle, Deputy Director of PRCS
Kit Kieser - Older Adult Services Manager
Sandy Fisher - Social Services Coordinator
Steve Fellhauer - Recreation Supervisor (Sports Programs)
John Gillingham, Recreation Supervisor (Youth Sports and Camps)
Stella Johnstone - Recreation Supervisor (Arts and Events)
Madison Lachance - Recreation Supervisor (Older Adult Services)
T. Chase Root - Recreation Supervisor (Sports Programs)

PREPARED BY:
City of Novi
Parks, Recreation and Cultural Services
City of Novi, MI 48375
cityofnovi.org

WITH ASSISTANCE FROM:
Spicer Group, Inc
Saginaw, MI 48607
www.spicergroup.com
Project #: 135231SG2023

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1 INTRODUCTION

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INTRODUCTION

The City of Novi (City) has developed this Strategic Community Recreation & Master Park Plan (Plan) to guide future decision-making regarding recreation facility development, improvements, and acquisitions for the next five years. This strategic plan will be the basis for new policy implementation of improvements and initiatives that will ensure the City of Novi can meet the recreational interests and goals of City residents.

Before any Parks and Recreation Plan can be adopted or enacted, it is critical to understand the needs of residents of all ages, specifically those most vulnerable, such as young children, older adults and individuals with disabilities. It is also important to understand the existing recreational opportunities, who they serve, program initiatives, and potential projects that best fit the residents of the City. This Plan was strategically put together based on community input, suggestions from residents, City officials, City staff, Parks, Recreation and Cultural Services staff, and Older Adult Services staff with assistance from Spicer Group. Voices from a variety of groups, including those representing different cultural backgrounds, ages, and abilities, within the City united to develop the Plan with the overall goal of enhancing the quality of life for residents within the City and its visitors.

The foundation for the development of the City of Novi Strategic Community Recreation & Master Park Plan was based on the following goals:

- Involve the community in the process of developing a five-year Parks and Recreation Strategic Plan
- Identify and inventory existing park and recreational facilities for the City
- Ensure eligibility of the City for financial assistance based upon the Strategic Parks and Recreation Master Plan
- Facilitate interagency collaboration between the Parks, Recreation and Cultural Services Commission; Staff; and City of Novi City Council in establishing recreational goals, objectives, and an action plan
- Continue to support and implement improvements for barrier-free, universal access to all parks and recreational facilities

This Plan is developed in accordance with the *Guidelines for the Development of Community Parks and Recreation Plans* published by the Michigan Department of Natural Resources (DNR). A five-year, DNR approved Parks and Recreation Master Plan is necessary for the City of Novi to pursue DNR-administered grants.

This Plan is a strategic document that articulates the specific goals and objectives related to development and improvements of parks and recreation in the City. It is intended to serve as a guiding framework for the future expansion of services, recreation programming, facility enhancements, and park and facility development projects. This Strategic Community Recreation & Master Park Plan is written for the City of Novi and covers all aspects of recreation within the City from 2025 to 2029.

2 COMMUNITY PROFILE

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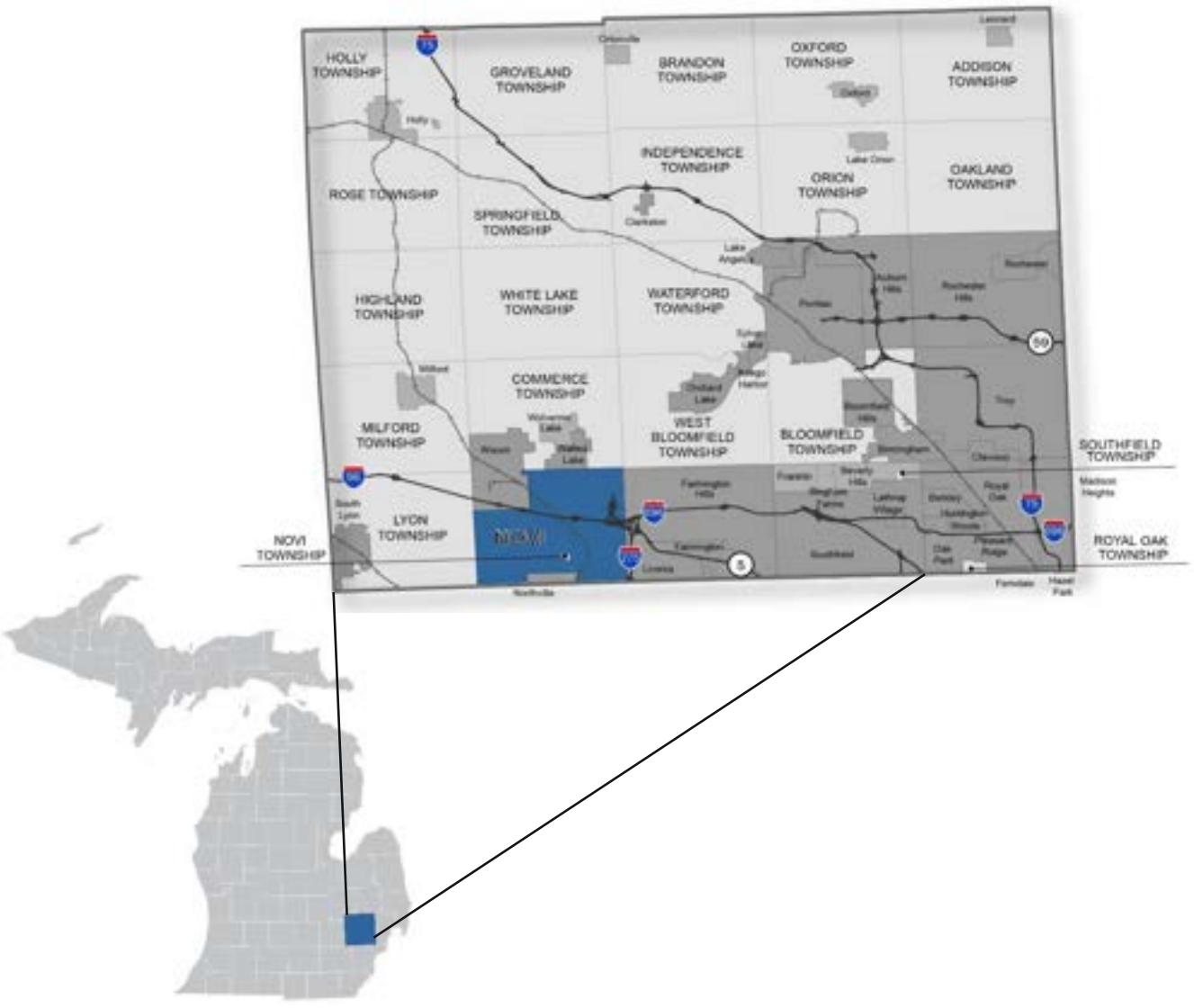
COMMUNITY PROFILE

OVERVIEW

This Plan covers the jurisdiction of the City of Novi. The City of Novi is located along the southern border of Oakland County. The City is a northwest suburb of Detroit, located approximately 25 miles from downtown Detroit. Novi is also located 25 miles northeast of Ann Arbor. The City is easily accessible with Grand River Avenue and I-96 crossing through the City east to west, and having easy access to I-275, I-696, and M-5.

The City is 31.29 square miles. Surrounding communities include Farmington Hills, Farmington, Livonia, South Lyon, Walled Lake, Wixom, Novi Township, Northville Township, Lyon Township, Commerce Township, and West Bloomfield Township.

MAP 1 – LOCATION OF THE CITY OF NOVI



DEMOGRAPHICS

Background information from the U.S. Census Bureau was used to analyze the City's current demographic conditions. This section will examine Census-based data on overall population trends, education, housing characteristics, and economic information in the City to present an overall demographic condition analysis.

The information that is presented in this chapter uses the most recent Census data from 2010 and 2022 American Community Survey (ACS) data which is based on five-year estimates. Understanding the characteristics of the population is helpful when evaluating parks and recreation facilities and needs. An in-depth look at the demographics of the City of Novi compared to Oakland County and Michigan can be seen in Table 1.

TABLE 1 – CENSUS DATA FOR NOVI, OAKLAND COUNTY, AND MICHIGAN

Select Census Data for the City of Novi, Oakland County, and Michigan			
	City of Novi	**Oakland County**	**Michigan**
Population			
2010 Population	53, 823	1,203,012	9,877,574
2022 Population	66,375	1,269,431	10,034,118
Percent of Population 65 and Older	16.2%	18.5%	18.7%
Percent of Population Under 18	22.2%	20.0%	21.0%
Percent of Disabled Population	10.2%	11.2%	14.3%
Median Age	40.0	41.1	39.9
Education			
Percent with a Bachelor's Degree or Higher	68.1%	50.6%	32.1%
Income			
Median Household Income	$101,756	$90,594	$66,986
Per Capita Income	$56,818	$52,953	$38,151
Percent of Population Below the Poverty Level	5.2%	8.1%	13.4%
Housing			
Average Household Size	2.44	2.37	2.40
Median Housing Values	$439,900	$250,000	$244,000
Renter-Occupied Housing as a Percentage of Total Occupied Units	35.7%	27.5%	26.8%

CITY POPULATION

The City of Novi's population in 2010 was 53,823. As of 2022, the population has grown to 66,375, for an increase of 12,552 (23.32%). According to the Southeast Michigan Council of Governments (SEMCOG) Regional Development Forecast, the City's population is projected to increase to 74,081 by the year 2050, for a 37.63% increase in population from 2010.

TABLE 2 - POPULATION

U.S. Census			SEMCOG Projections	
2010	2022	% Change	2045	% Change
53,823	66,375	23.32%	74,081	37.63%

AGE CHARACTERISTICS

Age characteristics are important for communities when planning recreational offerings, as they help identify necessary facilities and areas for improvement. The types of facilities offered can change over time based on the population's age demographics. Additionally, the location of these facilities should consider the overall age distribution within the community.

TABLE 3 – AGE GROUPS

Age Group	Percent of Total Population
Under 5 years	5.5%
5-9 years	7.4%
10-14 years	8.0%
15-19 years	6.6%
20-24 years	4.8%
25-34 years	12.3%
35-44 years	16.4%
45-54 years	17.6%
55-59 years	5.8%
60-64 years	4.4%
65-74 years	4.9%
75-84 years	4.4%
85 years and older	2.0%

Median Age: 40.0 years

The median age within the City of Novi is 40 years. The City's median age is right on track with both Oakland County (41.1) and the State of Michigan (39.9). Novi's median age is up from 2010, when the median age in the City was 38.7. Additionally, in 1990 the City's median age was 32.5 and rose to 35.2 in 2000. This could suggest more needs for the older population in the future, as the median age has risen significantly since 1990. As of 2020, the median age has risen 7.5 years since 1990.

According to the SEMCOG 2050 Regional Forecast, the 65+ population made up 15.4% of the total population in the City of Novi in 2020. By 2050, it is estimated that the 65+ population will make up 19.3% of the total population. Due to the increasing 65+ population, the City should plan for necessary offerings and facilities. For instance, a community with a larger 65+ population may prioritize passive recreation options, such as paved walking trails and shaded seating areas outdoors, along with indoor spaces for casual socializing and unstructured gatherings.

Table 3 indicates the greatest need is for recreation facilities that serve residents aged between 25 and 54. While this includes many young and middle-aged adults, residents between these ages oftentimes have children of their own. Parks for middle aged and young adults, and children, could include both neighborhood parks and mini parks. Children often benefit from a wide range of programming, such as

activities and events. Providing organized sports leagues, such as basketball, baseball, softball, and soccer is a great way for children to learn the basics of sports and teamwork at a young age. Residents between the ages of 25 and 54 also need programming of their own. Popular adult activities in many communities involve softball leagues, basketball leagues, golf leagues, and pickleball. Additionally, as generations age into the 65+ demographic and are more physically active than before, the demand for programming and recreational activities has increased, reflecting their desire for both active engagement and passive indoor recreation. Developing multi-use paths is a great way to provide recreational assets for residents of all ages. Ensuring accessibility is essential throughout all City parks. This includes features such as closer parking, wayfinding signage, flat grading, ample seating, and plenty of shade to accommodate the diverse needs of the community.

PARTICIPANTS FROM CHAIR VOLLEYBALL PROGRAM
Photo Credits: Emily Elconin, AARP

UNIVERSAL DESIGN

According to the 2022 American Community Survey, 10.2% of the City of Novi's population has a physical, cognitive, or sensory disability, similar to the rest of Oakland County (11.2%) and slightly lower than the state average (14.3%). However, approximately 1 in 4 adults in the U.S. – or 25% - will experience a disability at some point in their lives, according to the Centers for Disease Control and Prevention (CDC). This highlights the importance of creating universally accessible parks to foster an inclusive community. Accessibility benefits everyone, as physical challenges can affect individuals at any stage of life. By ensuring that all parks and recreational spaces are designed without physical barriers, we enhance the quality of life for all residents and promote community engagement, social interaction, and active lifestyles.

CONNECTING CULTURES THROUGH RECREATION

The City of Novi is committed to being an inclusive community that welcomes individuals of all races, ethnicities, and backgrounds. The City recognizes and values the cultural diversity of all its residents and offers a variety of programs and events that celebrate this richness. For example, the library provides a collection of books and periodicals in 15 different languages. Additionally, the City supports activities that bring people together, such as cricket, soccer, and tennis. Novi also features a range of dance groups, including Ballet Folklorico Mexico Lindo and the Polynesian Dancers of Michigan, highlighting the vibrant cultural expressions within our community and creating opportunities for shared experiences. The City of Novi understands that reaching underserved populations is a continual effort and regularly strives to improve the recreation opportunities for all throughout the City.

TABLE 4 – RACE DEMOGRAPHICS

Race/Ethnicity	ACS 2010	Percent of Population	ACS 2022	Percent of Population	Percentage Point Change
White	40,098	74.5%	36,057	54.3%	-20.2%
Asian	8,201	15.2%	18,346	27.6%	12.4%
Black	2,810	5.2%	7,659	11.5%	6.3%
Hispanic	1,596	3.0%	2,796	4.2%	1.2%
Multi-Racial	873	1.6%	1,338	2.0%	0.4%
Other	245	0.4%	179	0.3%	-0.1%
Total	53,823	100%	66,375	100%	0%

EDUCATION AND INCOME

The City of Novi has a much higher percentage of residents with a bachelor's degree or higher (68.1%) compared to both Oakland County (50.6%) and the State of Michigan (32.1%). The City has a median household income of $101,756. In comparison, this is slightly higher than Oakland County at $90,594, and significantly higher than the State of Michigan at $66,986. The poverty rate in the City, 5.2%, is also less than half of that of the state's (13.4%).

HOUSING

Housing statistics are valuable for communities when planning parks and recreation, as park usage can vary depending on where residents live. In the City of Novi, 35.7% of the population are renters. This is much higher than both Oakland County (27.5%) and the rest of the state (26.8%). It is important to keep renters in mind when it comes to parks and recreation, as they tend to have a greater need for open space and public park facilities. Renters are usually not offered large yards or open space in their rental units, so they take advantage of the City's parks and recreation offerings.

3 ADMINISTRATIVE STRUCTURE

DRAFT

ADMINISTRATIVE STRUCTURE

INTRODUCTION

The Novi Parks, Recreation, and Cultural Services was created at a Novi City Council Meeting on Monday, July 20, 1981, through the unanimous approval of Ordinance 81-36. In addition to the creation of the department, the Ordinance also gave authority to the City Manager to appoint a Director of Novi Parks. The Novi Parks, Recreation, and Cultural Services (PRCS) falls under the authority of the City of Novi. The government is a council-manager based entity that includes six elected officials and one mayor. The formation of the government is outlined in the City Charter Organization of Government. The City Council has the power to tax, approve the purchase or sale of park land, and is responsible for all policy-making decisions.

This chapter will take a look into how recreational activities and resources are governed and administered throughout the City. The facilities in the City are operated by Park Maintenance and Capital Projects.

The main bodies of the City of Novi Strategic Community Recreation and Master Plan are the City Council; the Parks, Recreation, and Cultural Services Commission; and City Staff.

CITY STAFF

The City Council serves the community of Novi. They work towards the betterment of the entire Novi community. City Council meetings are held twice a month on Mondays at 7:00 p.m. in the Civic Center Council Chambers. The Novi City Council consists of seven members including the Mayor and Mayor Pro Tem listed below. Also listed below are the City Manager, City Clerk, and City Attorney.

<u>City Council/Elected Officials</u>

Mayor – Justin Fischer

Mayor Pro Tem – Laura Marie Casey

Council Member – David Staudt

Council Member – Brian Smith

Council Member – Ericka Thomas

Council Member – Matt Heintz

Council Member – Priya Gurumurthy

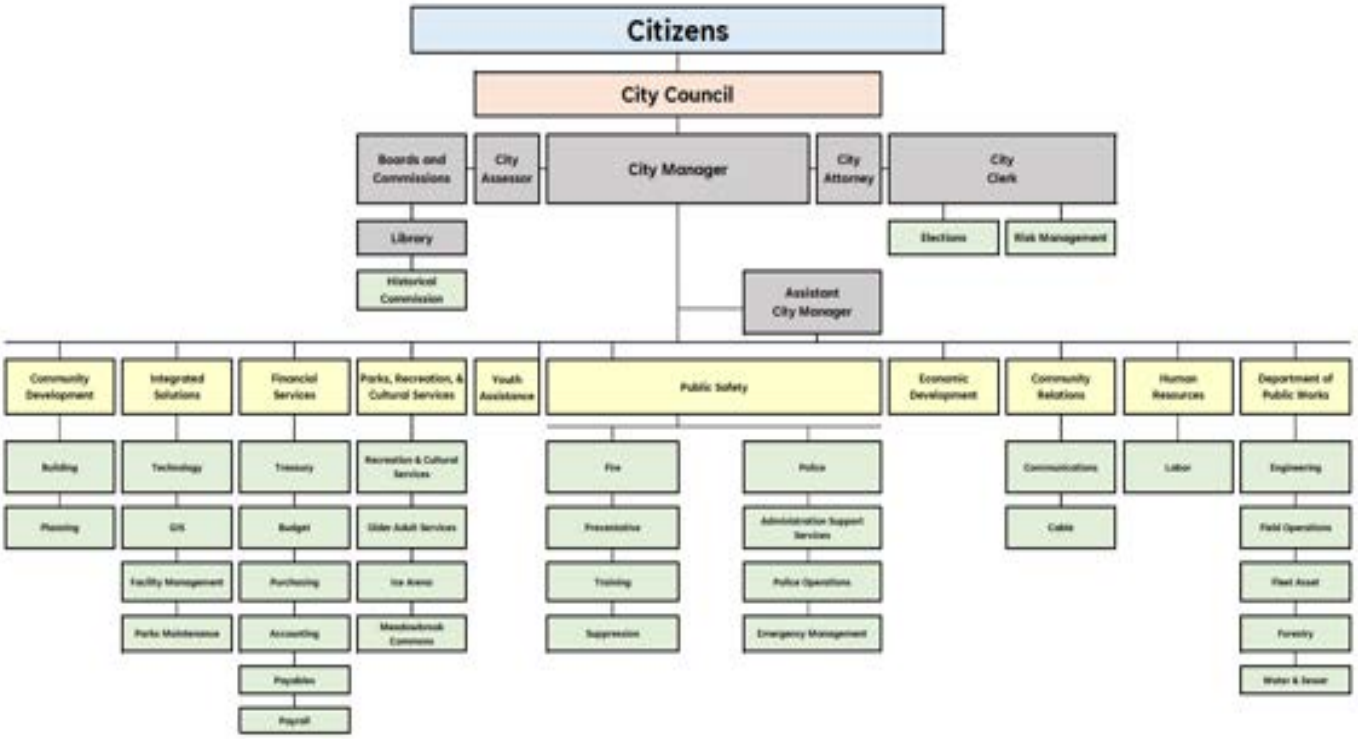
<u>Appointed Officials</u>

City Manager – Victor Cardenas

City Clerk – Cortney Hanson

City Attorney – Thomas Schultz

FIGURE 1 – ADMINISTRATIVE STRUCTURE CHART



NOVI PARKS AND RECREATION COMMISSION

PARKS, RECREATION, AND CULTURAL SERVICES COMMISSION

The Parks, Recreation, and Cultural Services Commission is comprised of seven members who are appointed by the City Council. There are two additional student representatives who are members of the Commission. The Commission's main objectives are to set policy and make recommendations to the Parks, Recreation, and Cultural Services Department. The Commissioners work together with professional staff in the areas of programming, budgeting, facilities, planning, and public relations. The Commission is responsible for meeting community recreational objectives, and reflecting community needs to the Parks, Recreation, and Cultural Services Department and City Council. The Commission members can be seen below.

Commission Members

Jay F. Dooley

Swaminathan Gopalakrishan

Ryan Joseph

Salene Riggins

Charles A. Staab

Joe Tolkacz

Hideki (Harry) Torimoto

Pietro DiDomenico – Student Representative

Ishaan Sid – Student Representative

Jeffery A. Muck, CPRP – Parks, Recreation, and Cultural Services Director, Staff Liaison

VOLUNTEERS

The Novi Parks, Recreation, and Cultural Services (PRCS) Department uses volunteers to assist with a wide variety of programming such as coaching, Older Adult Services programs and activities, and special events and community events. Volunteers provide nearly 28,000 hours of service yearly to PRCS. Approximately 16,000 hours are completed in the area of youth sports programs, while nearly 12,000 hours are in the area of Older Adult Services and related programs.

ONGOING RELATIONSHIPS

PRCS has established several ongoing relationships, including a collaboration with Novi Schools to utilize their indoor facilities. PRCS also holds contracts with local youth organizations such as the Michigan Jaguars FC, Novi Youth Baseball Association, Madness Softball, and the Detroit Cricket Club. Additionally, PRCS has Memorandums of Understanding with the Motor City Mountain Biking Association and City of Northville Parks and Recreation.

OLDER ADULT SERVICES

The Older Adult Services Division provides a wide range of recreation opportunities and support services for adults and older adults. These include special events, fitness and wellness programs, social activities, travel trips, support groups, meals, evidence-based health programs, and more. Careful attention is given to the diverse needs and preferences of different generations, ensuring that programs remain inclusive and relevant as generations age. The division operates out of the Novi Civic Center, with the majority of programming taking place at the Civic Center and the Meadowbrook Activity Center. Programming and offerings for older adults, as well as other segments of the community including families and youth are discussed on pages 43 and 44.

PARKS, RECREATION AND CULTURAL SERVICES EMPLOYEES

PARK MAINTENANCE

The City of Novi parks are maintained by the Parks and Municipal Grounds Management Division. The Parks and Municipal Grounds Management Division, made up of eight full-time employees and 12 seasonal employees, provides seamless daily operations, maintenance, and strategic planning for City-owned parks and municipal grounds. Below is a list of their responsibilities.

- Utilize project management skills to deliver modern and safe park structures, facilities, and landscapes.
- Collaborate with all City departments to prepare for special events such as the Sizzling Summer Art Series in Fuerst Park, the Jack O'Lantern Jubilee in ITC Community Sports Park, and plenty of other special events throughout the City parks.
- Conduct inspections of park structures, playgrounds, parks, and municipal grounds to ensure safety and cleanliness.
- Develop and implement an innovative turf management strategy.
- Provide nationally recognized athletic fields for proper operation such as baseball fields in Ella Mae Power Park, ITC Community Sports Park, and Wildlife Woods Park; softball fields in Ella Mae Power Park and Wildlife Woods Park; soccer fields at Bosco Fields, ITC Community Sports Park, and Wildlife Woods Park; tennis courts at ITC Community Sports Park and Rotary Park, and pickleball courts at Wildlife Woods Park and Meadowbrook Commons.
- Procure and manage a variety of division assets to ensure inventory control and longevity.

COMMUNITY EVENTS

The City of Novi hosts numerous community events throughout its park system. Below is a list of some community events that are held in the City's parks.

- The International Society for Krishna Consciousness (ISKCON) Detroit's annual Festival of Chariots (Rath Yatra) parade and celebration, which also includes an exhibition showcasing India's spirituality and culture.
- The Novi Park Foundation's "Pour on the Shore", an annual beer and wine tasting event that raises funds for PRCS.
- The Motor City Mountain Biking Association (MCMBA) hosts an annual Tree Farm Relay mountain bike event that helps raise funds for trail maintenance.
- The Parks, Recreation, and Cultural Services Department hosts various events. Examples of these events include the Jack O'Lantern Jubilee, Sizzling Summer Concert Series, and the Detroit Institute of Art's Inside-Out Program.
- The City hosts an open house that is held on the grounds of the Novi Civic Center.

COMMUNITY GATHERING AT PAVILION SHORE PARK

PARKS AND RECREATION FUNDING

OPERATING BUDGET POLICIES

The City of Novi's financial policies set forth the framework for the City's overall fiscal management. The policies below assist in the decision-making process of both the City Council and City Administration. These policies provide guidelines for evaluating current activities and proposals for future programs, as well as to serve the administration in the preparation of a balanced operating budget and management of the City's financial affairs.

- The City will attempt to maintain its present level of service for all priority and essential services within the existing property tax millage limits.
- The City will maintain a budgetary control system to ensure adherence to the budget and will prepare periodic reports comparing actual revenues and expenditures with budgeted amounts.
- The City will emphasize efforts to reduce expenditures in major cost centers (i.e., energy, medical insurance premiums, street lighting, pension cost and workers' compensation payments).
- The Ice Arena, Senior Housing/Meadowbrook Commons and Water and Sewer Funds will be self-supporting.
- The City will protect against catastrophic losses through a combination of insurance and maintaining appropriate fund balance levels.

SPECIAL REVENUE FUNDS

A special revenue fund is a fund established to collect money that must be used for a specific purpose. These funds provide an extra level of transparency to the taxpayers that their tax dollars are being spent on an intended purpose. The City of Novi has a variety of special revenue funds which include Streets (major, local and municipal); Library; and Parks, Recreation, and Cultural Services. Projects in this fund have their own set of books for recording cash inflows and outflows.

PARKS, RECREATION, AND CULTURAL SERVICES FUND

The Parks, Recreation, and Cultural Services Fund is primarily funded through a millage and program fees. The divisions within this fund administer all Parks, Recreation, and Cultural Services operations, including strategic direction, policy development, resource identification, and serve as the liaison to the Parks, Recreation and Cultural Services Commission and the Novi Parks Foundation. Table 5 represents revenues and expenditures for Novi's Recreation, Parks, and Cultural Services system, including projected budgets from 2025-2027.

TABLE 5 – CITY OF NOVI PARKS, RECREATION, AND CULTURAL SERVICES FUND

Parks, Recreation, and Cultural Services Fund					
	Actual 2022-23	Estimated 2023-24	Budget 2024-25	Projected 2025-26	Projected 2026-27
Estimated Revenues					
Property tax revenue	$1,590,121	$1,681,110	$1,771,762	$1,832,220	$1,872,991
Donations	$3,600	$102,150	$500	$500	$500
Interest income	$38,988	$25,156	$35,253	$29,390	$23,386
Older adult program revenue	$282,137	$222,600	$222,600	$222,600	$222,600
Other revenue	$652	$1,000	$1,000	$1,000	$1,000
Program revenue	$1,754,477	$1,475,745	$1,564,770	$1,464,770	$1,544,770
Transfers in	$25,000	$250,000	$25,000	$220,000	$200,000
Total Estimated Revenues	**$3,701,655**	**$3,764,761**	**$3,628,885**	**$3,778,480**	**$3,873,247**
Appropriations					
Personnel services	$1,474,368	$1,488,077	$1,516,426	$1,579,851	$1,636,333
Supplies	$86,857	$90,090	$90,250	$90,250	$90,250
Other services and charges	$1,600,033	$1,647,169	$1,615,599	$1,613,599	$1,667,324
Capital outlay	$49,187	$1,482,935	$536,610	$494,780	$479,340
Total Appropriations	**$3,210,445**	**$4,708,271**	**$3,758,885**	**$3,778,480**	**$3,873,247**
Net of revenues/appropriations – fund 208	$491,210	($943,510)	($130,000)	-	-
Beginning fund balance	$1,202,439	$1,693,649	$750,139	$620,139	$620,139
Ending Fund Balance	**$1,693,649**	**$750,139**	**$620,139**	**$620,139**	**$620,139**
Fund balance as a percentage of total annual expenditures	53%	16%	16%	16%	16%
Ending Fund Balance (12% minimum)	$385,253	$564,993	$451,066	$453,418	$464,790
Funds above / (below) 12% minimum	$1,308,396	$185,146	$169,073	$166,721	$155,349
Ending Fund Balance (22% maximum)	$706,298	$1,035,820	$826,955	$831,266	$852,114
Fund above / (below) 22% minimum	$987,351	($285,681)	($206,816)	($211,127)	($231,975)
Estimated Change in Fund Balance	41%	-56%	-17%	0%	0%

ENTERPRISE FUND

Enterprise funds are used to account for continuing operations that provide services to the general public. They can fund parks and recreation by paying for maintenance, planning for future projects, and financing operations. Novi has two enterprise funds; the Ice Arena and Senior Housing/Meadowbrook Commons. Enterprise funds have no direct impact on the City's General Fund Budget. Financing for Meadowbrook Commons was provided through bonds issued by the Building Authority. The construction cost was $12.5 million, and all expenses and the bond retirement are covered by rental revenue. The Ice Arena is self-sustaining. The revenue that is generated by operations covers operating expenses, including repayment of debt service.

MILLAGE

A property tax millage can be utilized to fund particular parks and recreation initiatives or to manage recreational facilities. Voter approval is necessary before a millage can be assessed and is subject to periodic renewals through resident voting. The City of Novi utilizes a millage of 0.3648 mils for the Parks, Recreation, and Cultural Services Fund, which has been reduced from the original 0.5 millage due to Headlee Rollback. This millage has been in effect since tax year 2017 and is assumed to continue at least through Fiscal Year 2026-2027. Funding for parks, open space, and cultural events is primarily from the Parks and Recreation dedicated millage that was established for maintaining parks and recreation purposes. The dedicated impact fees make up the main funding source for Parks, Recreation and Cultural Services. Parks, Recreation and Cultural Services is projected to receive over $3 million over the next six years, or an average of just over $500,000 per year from the Parks and Recreation dedicated millage.

USER FEES

The City charges fees to the users of certain recreation facilities, and for enrollment in many of the recreation programs that the City offers. User fees provide support for park facilities, and can be a reliable source of funding if used selectively.

BOND PROGRAMS

Bond programs may be used to finance the construction of parks and recreation facilities.

- General Obligation Funds: General obligation bonds are backed by the full faith and credit of a municipality and are typically paid back through property tax revenue. The proceeds of the bond are restricted to what they were issued for.
- Revenue Bonds: Revenue bonds are issued for construction of public projects that generate revenues. These bonds are paid back by generating income from the project. Revenue bonds may be issued for the construction of a concession facility in a community park.
- Special Assessment Bonds: Special assessment bonds are issued to pay for projects that benefit a particular area in a city. For example, recreation improvements in a certain neighborhood can be paid for by special assessment bonds. These bonds are paid back with taxes levied on those residents and properties that benefit from the project.

MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANTS

Michigan Spark Grants

Eligible projects may include the development, renovation, or redevelopment of public recreation facilities, and the provision of recreation-focused equipment and programs at public recreation spaces. Individual grant amounts range from $100,000 to $1 million. Funds may be used for project review, planning, architecture, engineering, and construction.

Natural Resources Trust Fund

Communities may use this grant to provide for natural resource protection and outdoor recreation. No less than 25% of the trust fund available for annual appropriation can be used for the acquisition of public land. Additionally, no less than 25% of the trust fund can be used for the development of public recreation facilities. Approximately $15 - $20 million will be available for grants each year. Development projects have a minimum of $15,000 and a maximum of $400,000 available per grant. There are no minimum/maximum grant amounts on land acquisition grants. Projects are evaluated based on natural resource access and conservation, proximity to population clusters, applicants committed matching funds and financial needs, and priority projects of the trust fund board. This grant requires a DNR-approved five-year recreation plan.

Land and Water Conservation Fund

The Land and Water Conservation Fund provides matching grants to states and local governments for the acquisition and development of public outdoor recreation areas and facilities. Any unit of government may apply for this grant. The minimum grant request amount is $30,000, while the maximum grant amount is $500,000. There is no minimum or maximum limit on land acquisitions, but the Department cannot award grants exceeding their annual apportionment from the National Parks Service. Projects are evaluated using established criteria and alignment with Michigan's Statewide Comprehensive Outdoor Plan (SCORP). The Michigan Department of Natural Resources makes recommendations to the National Parks Service on which applications to fund, while the Natural Parks Service gives final approval.

Recreation Passport Grant

The Recreation Passport Grant provides funding to local units of government to develop public recreation facilities. This would include the development of new facilities and the renovation of old facilities. Development grants of $7,500 to $150,000 are available to local governments. At least 25% of the total cost of the project is required as a match from the applicant. Projects are evaluated based on the need for the project, site quality, quality of the park design, and applicant history.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Federal Community Development Block Grant (CDBG) program provides grant funding that can be used for a variety of community projects such as public facilities installation, community centers, and land acquisition for parks in low to moderate income neighborhoods that would qualify for the CDBG program.

DONATIONS/SPONSORSHIPS

Many communities will have businesses, clubs, and civic organizations make donations to the community or sponsor an event run by the community to benefit the community. These contributions may be in the form of money, the donation of land to expand parks, volunteering at events, or the contribution of equipment or facilities.

FOUNDATIONS

A foundation is a special non-profit legal entity that is established as a mechanism through which land, cash, and securities can be donated for the benefit of parks and recreation services. The foundation's board of directors disperses assets according to a predetermined plan. Funding for recreation facilities through foundations is very limited.

The Novi Parks Foundation supports the City of Novi Parks, Recreation, and Cultural Services. The Foundation raises money for the purpose of supporting park enhancements, recreational opportunities, and scholarship programs for local children. The Novi Parks Foundation's mission is to enhance the recreational, educational, and cultural life of the Novi community by encouraging and soliciting support for Novi Parks, Recreation and Cultural Services.

The Novi Parks Foundation is governed by a volunteer Board of Directors. The Board gives their time, talent, and financial resources unselfishly. Since the Foundation's inception in 2004, the Foundation has provided plenty to the City's Parks and Recreation. A complete list of this can be seen below:

- $320,000 towards construction of Jessica's Splashpad
- $80,000 towards construction of Wildlife Woods Park pickleball courts
- $150,000 for the newly remodeled Tim Pope Playground
- $118,000-contirbution to Phase 1A of the ITC Corridor Pathway
- $70,000 Villa Barr Art Park donation for artist-in-residency house renovations and support of parking, pathways and signage project
- $51,800 in support of public art projects
- $50,000 in contributions to Pavilion Shore Park development
- $45,000 for Fuerst Park Gardens
- $30,000 for the design of playground at Power Park
- $14,650 for Parks & Recreation Needs Assessment Survey
- More than $13,500 in youth recreation scholarships
- More than $9,000 in soccer field improvements and lacrosse equipment purchases
- $4,000 to the Artist in Residence program at Villa Barr
- $3,400 to support the construction of the Gazebo at Meadowbrook Commons
- $3,000 for Fate of Empires to install at Pavilion Shore Park

LEASE OR CONTRACTUAL AGREEMENTS

The City may consider contracts with private entrepreneurs. These private entrepreneurs could provide services within city-owned facilities, such as a food service, recreation programming apart from the City, and the maintenance of facilities. The privatization of some services may provide additional recreational opportunities to residents while maintaining the City's administrative costs.

ACQUISITION AND DEVELOPMENT

The Novi City Council approves the acquisition, maintenance, management and control of parkland throughout the City. The City of Novi's policy for acquisition development is listed below:

> *The Michigan House Rule Cities Act, MCL 117.35, Section 35, Page 41, City of Novi Charter, Chapter 2, Page 5, Section 2.2, Municipal Powers, and the City of Novi Charter, Chapter 12, Page 35, Section 12.1, Purchases, Sales, Contracts and Leases, allows the City Council to approve the acquisition, maintenance, management and control of parks, beaches, facilities, structures for preservation purposes, and areas of recreation.*

PAVILION SHORE PARK

4 RECREATION INVENTORY

DRAFT

RECREATION INVENTORY

INTRODUCTION

In order to plan for parks and recreation in the future, communities need to examine the types of parks and recreation facilities currently available within the area. It is also important to examine factors such as accessibility and park classification to better understand both current users and those who may benefit from these facilities in the future. This information, along with community input, helps the City better understand what future improvements or acquisitions are needed to enhance parks and recreation for Novi residents. The inventory presented in the chapter was updated by planning consultants in the summer of 2024 and verified by City staff. The text below includes a description of park classifications and Americans with Disabilities Act (ADA) accessibility ratings with a park amenities table later in the chapter that includes accessibility and park classifications for each park and recreation facility within the City. The analysis and inventory of Novi parks and recreational facilities, in conjunction with community input, provided a foundation for the formulation of the goals, objectives, and action plan provided in Chapter Six.

The City of Novi owns and manages over 1,500 acres of parkland ranging in size from under one acre up to 600 acres, including 28 miles of trails. The parks draw more than 140,000 users annually through a variety of programs and events offered.

PARK CLASSIFICATION AND SERVICE AREA

A recreation inventory provides an overview of all the available facilities within a community, along with details about the types of activities and features available. The following classification system is adapted from the National Recreation and Parks Association (NRPA) guide. The system is classified based on size, service area, facilities, and user groups. There are six classifications used for the City of Novi parks and recreation facilities. The NRPA classifies several other types of parks, but they are not applicable to the City of Novi.

Mini Park

A mini park, also known as a pocket park, is a small outdoor recreation space usually between 2,500 sq. ft. to one acre in size. These parks address limited, isolated, or unique recreational needs of concentrated populations. Mini parks serve an area within a ¼ mile radius of the park.

Neighborhood Park

Neighborhood parks are the most basic unit of the park system and serve a neighborhood's recreation and social focus. Neighborhood parks are easily accessible to neighborhood populations and geographically centered within a safe walking distance with bike access. These parks are typically five to ten acres in size and serve an area between ¼ mile to ½ mile distance to the park.

Community Park

Community parks are designed to provide recreational services to several neighborhoods and typically serve a broad range of uses based on community needs. They are usually 30 to 50 acres in size and

intended to serve two or more neighborhoods, making the service area anywhere from ½ mile to three miles.

Natural Resource Area

Natural resource areas are areas of natural quality for nature-oriented outdoor recreation such as viewing and studying wildlife, hiking, or general conversation and gathering. These lands aim at preserving significant natural resources, remnant landscapes, open space, and visual buffering.

Linear Park

Linear Parks are connections that link places or parks together. Linear parks are typically designed for multiple modes of recreational transportation such as walking, jogging, hiking, biking, or horseback riding. There are no specific standards for linear parks. These spaces should be sufficient to protect resources and provide recreational usage.

Special Use Facility

Special use facilities cover a broad range of parks and recreation facilities oriented toward a single-purpose use. There is no national standard for special-use facilities because each one caters to a different community need.

ACCESSIBILITY

It is essential to create a park system that is safe, accessible, and usable to all individuals, including those with disabilities. By designing and upgrading parks using the principles of universal design, Novi ensures that people of all abilities and experiences can fully engage in parks and recreation. This includes individuals with permanent, temporary, or evolving accessibility needs. Planning with universal design also ensures that, as the population ages and routine movements or tasks become more challenging, all individuals will continue to have access to the parks and recreation facilities. By prioritizing accessibility through universal design in all future developments, the City is fostering a park system that supports the diverse needs of the entire community, regardless of age, ability, or background.

A grading system has been developed by the Michigan Department of Natural Resources (DNR) to easily identify those parks and facilities that are most and least accessible, based on the Americans with Disabilities Act (ADA) Guidelines. The accessibility grading system uses a five-point system ranging from one (none of the facilities/park areas meet accessibility guidelines) to five (the entire park was developed/renovated using principles of universal design). See Table 6 below for the full grading system. Accessibility grades for each park and recreation facility can be seen in Table 7 later in the chapter.

TABLE 6 – DNR ACCESSIBILITY GRADING SYSTEM FOR PARKS AND RECREATION FACILITIES

Accessibility Grade	Definition
1	None of the facilities/park areas meet accessibility guidelines
2	Some of the facilities/park areas meet accessibility guidelines
3	Most of the facilities/park areas meet accessibility guidelines
4	The entire park meets accessibility guidelines
5	The entire park was developed/renovated using the principles of universal design

CITY PARKS AND RECREATIONAL FACILITIES

The City of Novi owns and manages twenty-nine parks and recreation facilities for residents and guests of Novi to use. Below is the list of these parks and facilities as well as descriptions detailing each. Map 2 on page 40 displays each of the parks and recreation facilities within the City. A full table of the parks and recreation facilities within the City and their amenities can be found on page 41 in Table 7.

YOUTH SOCCER LEAGUE

PARKS AND RECREATIONAL FACILITIES

Beacon Hill Trail Head Park

Location: 41300 Twelve Mile Road, Novi

Acres: 3.2

ADA Accessibility: 1

Classification: Neighborhood Park

Beacon Hill Trail Head Park is located next to the Michigan State University (MSU) Tollgate Farm. This park is currently undeveloped open green space owned by the City. No plans have been created for the future development of this park space yet.

Bosco Fields & Jessica's Splash Pad

Location: 47481 Eleven Mile Road, Novi

Acres: 81.2

ADA Accessibility: 3

Classification: Community Park

Bosco Fields opened in the spring of 2022 and is home to multi-purpose sports fields. The park includes thirteen fields of four sizes, including 4v4, 7v7, 9v9, 11v11, and open green space areas. Parking areas are available off Beck Road and off 11 Mile Road, and restrooms are available seasonally. Jessica's Splash Pad is also within the park. The splash pad was built in honor of former FOX 2 Meteorologist Jessica Starr-Rose and opened in the summer of 2024. The splash pad is open 10 am to 8 pm from the Saturday of Memorial Day Weekend through Labor Day, weather permitting. The splash pad contains weather themed features and is accessible for visitors of all ages and abilities.

Brookfarm Park

Location: 23585 Willowbrook Drive, Novi

Acres: 7.7

ADA Accessibility: 3

Classification: Neighborhood Park

Brookfarm Park is a neighborhood park located next to Village Oaks Elementary School. The park features a .2-mile paved walking path with five benches placed along the path. Open green space is located throughout the park with a soccer field available for sports. The park also contains a small stream and bridge that was installed in 2014.

Ella Mae Power Park

Location: 45175 Ten Mile Road, Novi

Acres: 45.1

ADA Accessibility: 3

Classification: Community Park

Ella Mae Power Park is an athletic complex located at the Civic Center Campus. The site shares parking with that of the Civic Center. Part of the park serves primarily to softball leagues. This space includes six softball diamonds, restrooms, a concessions stand, and a picnic shelter. The softball fields are available to rent. Also within this area are two play structures. One of the two structures was redesigned to include 100% inclusive play equipment for children ages 2 to 12. This play structure opened in the summer of 2021 and was designed to match the colors and style of the other inclusive play structure installed in 2014. In 2022, a cabinet with an AED was placed in the park. The cabinet also provides automatic calls to 911 when accessed, video surveillance, temperature control, and real-time information concerning incidents or events.

Fuerst Park

Location: 45325 Ten Mile Road, Novi

Acres: 8.4

ADA Accessibility: 2

Classification: Community Park

Fuerst Park is located adjacent to the Novi Public Library and Novi High School. This park includes paved walking trails, open green spaces, and sculptural art pieces that visitors can enjoy. A 150-seat amphitheater located within the park hosts family-friendly performances from May to October. The park also features the historic Novi Township Hall, which was restored and completed in October of 1990. The park includes WIFI access as long as visitors have a valid Novi Public Library card, and restrooms are available during the school summer break. The Township Hall and Amphitheatre are available to reserve for small gatherings, making the park a welcoming gathering space for the community.

Grand River Fields

Location: 46479 Grand River Avenue, Novi

Acres: 8.5

ADA Accessibility: 2

Classification: Neighborhood Park

Grand River Fields is an eight-acre park that is used mainly for soccer. The park has a parking area and four soccer fields of two different sizes that are available for use.

ITC Community Sports Park

Location: 51000 Eight Mile Road, Northville

Acres: 73.8

ADA Accessibility: 3

Classification: Community Park

ITC Community Sports Park is an athletic complex located in the far southwest corner of Novi. This park includes fourteen soccer fields of four sizes, including 11v11, 9v9, 7v7, 4v4, and ten baseball diamonds. Tournaments are hosted on these fields throughout the year. Also included are two basketball courts and two tennis courts that are also used as pickleball courts on Tuesday, Thursday, and Friday from 8 am to 1 pm. Two concession stands and three restrooms are available throughout the park. Two play structures are available in the park for children to use. One is located at the north end of the park, and the other is located at the south end. The North play structure was replaced in 2021 to feature an inclusive design for children ages five to 12 to use. Also included are independent pieces designed for those ages two to five. A picnic structure is available within the park and can be reserved to host gatherings and events. The park also features open spaces and eight commemorative trees. Throughout the park are paved sidewalks and the ITC trail runs north to south through the east side of the park.

ITC Community Sports Park Expansion

Location: 50500 Eight Mile Road, Northville

Acres: 88.32

ADA Accessibility: 1

Classification: Community Park

The ITC Community Sports Park Expansion is a recently acquired piece of park land that will be an extension on the ITC Community Sports Park. This expansion is 88.32 acres located next to ITC Community Sports Park. The land is currently open green space and wooded areas. Also on the property is West Novi Lake.

ITC Corridor Trail

Trailheads: 51000 Eight Mile Road, Novi; 49272 Nine Mile Road, Novi; 26442 Wixom Road, Novi

Length: 4.66 miles

ADA Accessibility: 5

Classification: Linear Park

The ITC Corridor Trail is a 4.66-mile paved multi-use trail that runs north to south in the City of Novi. This trail links together two of the City's other parks, Wildlife Woods Park and ITC Community Sports Park. The trail is open from dawn to dusk, and restrooms are available seasonally at the three trailheads. Along the trail are two bike repair stations and the trail contains a boardwalk and scenic overlook. In the future the trail will link to other regional recreation opportunities such as Maybury State Park, the I-275 Corridor Trail, and other neighboring communities.

ITC Trail Comfort Station

Location: 49272 Nine Mile Road, Novi

Acres: 0.2

ADA Accessibility: 3

Classification: Mini Park

The ITC Comfort Station is a mini park located along the ITC Corridor Trail. The comfort station provides parking, a small pavilion, bike repair station, and benches to use while taking a break while using the trail.

ITC Trailhead Park

Location: 22475 Garfield Road, Northville

Acres: 13.3

ADA Accessibility: 3

Classification: Special Use Facility

In 2018, the City of Novi acquired this land with the help of a Michigan Natural Resources Trust Fund Grant for the future development of a trailhead park. This park features open greenspaces that include both woodlands and wetlands. A shelter including benches and a bike repair station was constructed in 2023.

ITC Trailhead Park Expansion

Location: 50500 Eight Mile Road, Northville

Acres: 20.31

ADA Accessibility: 1

Classification: Community Park

The ITC Trailhead Park Expansion was property acquired in 2019 to be an expansion of ITC Trailhead Park. This park contains woodlands and wetlands and remains undeveloped open space.

Lakeshore Park

Location: 601 South Lake Drive, Novi

Acres: 600.6

ADA Accessibility: 3

Classification: Community Park

Lakeshore Park is the largest park owned and managed by the City of Novi. It offers a variety of passive and active recreation options ensuring all residents can enjoy the space. The park includes a swimming beach on Walled Lake, three picnic shelters with grills, an area to play horseshoes, two multi-use fields, sand volleyball court, and restrooms. The park also provides two play structures for children to use. Lakeshore Park has a multi-use trail system visitors can utilize as well as ten miles of mountain bike trails. In 2023, the pedestrian beach tunnel at Lakeshore Park was improved. This included a new pre-cast tunnel, improved drainage, and reconstruction of South Lake Drive. Other site improvements included new fencing, guardrail, sidewalk, signage, and lockable gates on both sides of the tunnel. Pavilion Shore Park is located nearby and provides additional amenities to residents and visitors.

Novi Civic Center

Location: 45175 Ten Mile Road, Novi

Acres: 11.1

ADA Accessibility: 4

Classification: Special Use Facility

The Novi Civic Center is located adjacent to the Novi Police Department and shares parking facilities with Ella Mae Power Park. This building is home to the City Offices and there are a number of meeting rooms available for residents to rent. Other rooms such as the atrium, council chambers, multi-use quad, activities room, kitchen, and fitness studios can be rented out to use as well. The City hosts some of its fitness classes such as cardio drumming, Morning Tone and Stretch fitness, and run team at the Civic Center. This space is often used to hold community events as well.

Meadowbrook Commons/Activity Center

Location: 25075 Meadowbrook Road

Acres: 18.6

ADA Accessibility: 5

Classification: Special Use Facility

Meadowbrook Commons is an independent senior living facility that is home to over 200 older adults living in one- or two-bedroom apartments. Meadowbrook Commons opened in 2001 with the assistance from a 1999 senior housing facility bond. A pond was added to the north end of the site near the road entrance in the fall of 2008. An outdoor exercise equipment station that focuses on mobility instead of strength training was added in 2016. In 2024 four pickleball courts were added at Meadowbrook Commons. This contributes to the City of Novi's goal of providing active recreational opportunities for all residents no matter of age or ability. The site also features a gazebo that was installed in 2014. Also located on site is the Meadowbrook Commons Activity Center. The activity center hosts fitness programs for those 50 years and older such as chair yoga, Tai Chi, Stretch and Strength, Zumba Gold, Keep on Movin', and Zumba. Other activities, events, and groups are hosted at the activities center such as bingo, support groups, and daily lunch.

Novi Dog Park

Location: 42390 Nick Lidstrom Drive, Novi

Acres: 7.6

ADA Accessibility: 3

Classification: Special Use Facility

Novi Dog Park is located behind the Novi Ice Area. This park provides designated off-leash space for dogs to come and play. Three-quarters of an acre is designated for small and timid dogs, while approximately one and a half acres is allocated for all other dogs. A membership is required to use the park and there is a key fob entry at the entrance gate. Within the park there are benches, drinking fountains for humans and pets, and dog waste stations.

Novi Ice Arena

Location: 42400 Nick Lidstrom Drive, Novi

Acres: 7.6

ADA Accessibility: 4

Classification: Special Use Facility

The Novi Ice Arena was opened in September of 1998. This facility offers two NHL regulation size ice rinks with seating capacities of 750 and 250 people. The facility also offers heated viewing areas, a pro shop, two cafes, skate rental, and space for meetings and parties. Also provided are eight large locker rooms, an officials room, a figure skating dressing room and coaches dressing room. A number of programs are hosted here such as the Novi Youth Hockey Association, Skating Club of Novi, Novi High School and Northville High School hockey teams. The Novi Ice Arena is managed by Suburban Ice of Farmington Hills.

Novi Northwest Park

Location: 50635 Twelve Mile Road, Novi

Acres: 9.9

ADA Accessibility: 2

Classification: Neighborhood Park

The City of Novi acquired this land in 2015 through a Michigan Natural Resources Trust Fund Grant, and in 2017, the land was officially designated as parkland. In April of 2022, the City was awarded $100,000 from Oakland Parks and Recreation Park Improvement Grant Program for the development of the parkland. The park was opened in late summer 2024 with a .5-mile ADA pathway traversing the site, a custom nature-based playground, and a parking lot. The park also features an open prairie area.

Pavilion Shore Park

Location: 43390 Thirteen Mile Road, Novi

Acres: 11.5

ADA Accessibility: 4

Classification: Community Park

Pavilion Shore Park is located along the southern shore of Walled Lake and is a short walk away from Lakeshore Park. The park has crisscrossed paved walking paths throughout that take visitors to one of three scenic lookouts over the lake. A fishing pier and waterfront seating are available. Also within the park is a picnic pavilion, play structure, historical markers, and restrooms. The restrooms are available seasonally from May 1st to November 1st. This park is on the former site of the Walled Lake Amusement Park and the Walled Lake Casino. The picnic pavilion is shaped and colored in reference to the former Casino building.

Rotary Park

Location: 22220 Roethel Drive, Novi

Acres: 66.1

ADA Accessibility: 3

Classification: Community Park

Rotary Park follows along a portion of the Middle Rouge River and consists of woodlands and wetlands. Nature trails and benches are located throughout the park and are surrounded by open greenspace for visitors to enjoy. Also located within the space are two tennis courts, a picnic shelter, restrooms, and a play structure. The picnic shelter is available to reserve for gathering and events. This park was developed through donations from the Rotary Club and a Michigan Land and Water Conservation Fund Grant.

Villa Barr Art Park

Location: 22600 Napier Road, Novi

Acres: 4.0

ADA Accessibility: 2

Classification: Special Use Facility

The Villa Barr Art Park was previously owned by David Barr and Beth Dwaihy Barr. Now it is a park space within Novi that focuses on enhancing art within the City. In the park is a home, studio, and multiple art sculptures for visitors to enjoy. The park also features a pathway and interpretive signage that takes visitors through the park. The park features resident artists who create works that are then donated or loaned to the City for up to five years. Artists also lead discussions, tours, and programs for visitors of the park. The park has been awarded a Keep Michigan Beautiful Award in 2019 and a grant from the Michigan Council for the Arts and Cultural Affairs.

Village Wood Lake Park

Location: 40944 Village Wood Road, Novi

Acres: 14.3

ADA Accessibility: 4

Classification: Neighborhood Park

Village Wood Lake Park is located adjacent to Meadowbrook Lake. This park features a natural walking trail and open greenspaces for sports and gatherings. Throughout the park there are benches and picnic tables for visitors to use.

Water Tower Park & R/C Raceway

Location: 25460 Novi Road, Novi

Acres: 3.64

ADA Accessibility: 2

Classifications: Special Use Facility

The property for this park was purchased by the City in 2017. Since then, the water tower on the property has been restored, and the R/C Raceway Track has been constructed. The track allows for 1/8 scale and smaller battery powered R/C models to race. The track can be used from dawn to dusk from May 1st till November 1st. Restrooms are available seasonally at the track.

Wildlife Woods Park

Location: 26600 Wixom Road, Novi

Acres: 28.5

ADA Accessibility: 3

Classification: Community Park

Wildlife Woods Park is a mix of sports fields and woodlands located adjacent to Novi Middle School. The park has two baseball or softball fields, multi-use field, and four pickleball courts. In November of 2021, shaded outdoor exercise equipment stations were installed. These stations were designed to allow 18 people to exercise at one time. The stations are for people ages 14 years and older and are designed to include wheelchair users. The park also includes a paved path and provides a connection to the ITC Corridor Trail. The park has restrooms and a picnic shelter. 2024 updates to the park include a parking lot expansion and the addition of another four pickleball courts. Sidewalks connect Wildlife Woods Park to the adjacent Novi Middle School. The school provides amenities such as three basketball courts, twelve tennis courts, and a track and field. These amenities expand upon the recreational uses within the park.

NATURAL RESOURCE AREAS

The City of Novi owns six parcels of undeveloped parkland that is used for conservation spaces within the City. The intent of these parks is to preserve the natural features available on the land and ensure natural spaces remain for residents in years to come. The six natural resource areas are presented below.

Garfield Road Conservation Area

Location: Garfield Road and Nine Mile Road, Novi

Acres: 106.7

Garfield Road Conservation Area is a recreation space owned by the City of Novi that aims to conserve the natural habitat that exists on the site. The land is primarily wooded with some open green spaces, and three small lakes.

Novi Core Habitat

Location: Nine Mile/Napier

Acres: 102.4

Novi Core Habitat is an undeveloped conservation area owned by the City. This property is primarily made up of woodlands and wetlands.

Orchard Hills West Park

Location: Marlott Drive, Novi

Acres: 40.6

Orchard Hills West Park remains undeveloped as a conservation area within the City. The Park has the Middle Rouge River winding through half of the park. Within the park there are open green spaces, mature trees, flowers, a river, and an abundance of wildlife to view. This park is open for visitors to observe nature and explore.

Ten Mile North Boardwalk

Location: Ten Mile Road and Novi Road, Novi

Acres: 8.0

The Ten Mile North Boardwalk was acquired by the City of Novi in recent years and remains an undeveloped green space. Although no formal plans have been made, the City is considering future development. Current ideas for the space include nature trails and a wetland overlook.

Ten Mile South

Location: Ten Mile Road Between Napier Road and Beck Road, Novi

Acres: 90.9

Ten Mile South is a space owned by the City of Novi that is used as a conservation area. The space is located off of Ten Mile Road between Napier and Beck Road. The space primarily consists of woodlands and wetlands. There are no plans to develop this into a usable space in the future, the City plans to keep this as a conservation area.

Terra Park

Location: Nine Mile Road between Napier Road and Beck Road, Novi

Acres: 20.2

Terra Park is a space owned by the City of Novi that is used for a conservation area. The park is located off of Nine Mile Road between Napier Road and Beck Road. Terra Park abuts the southern portion of Ten Mile South and together forms a larger conservation area in the southwestern portion of the City. The City does not have plans to develop this property, but instead let it remain conservation space.

ITC CORRIDOR TRAIL AND NATURAL AREAS

MAP 2 – PARK AND RECREATION INVENTORY MAP

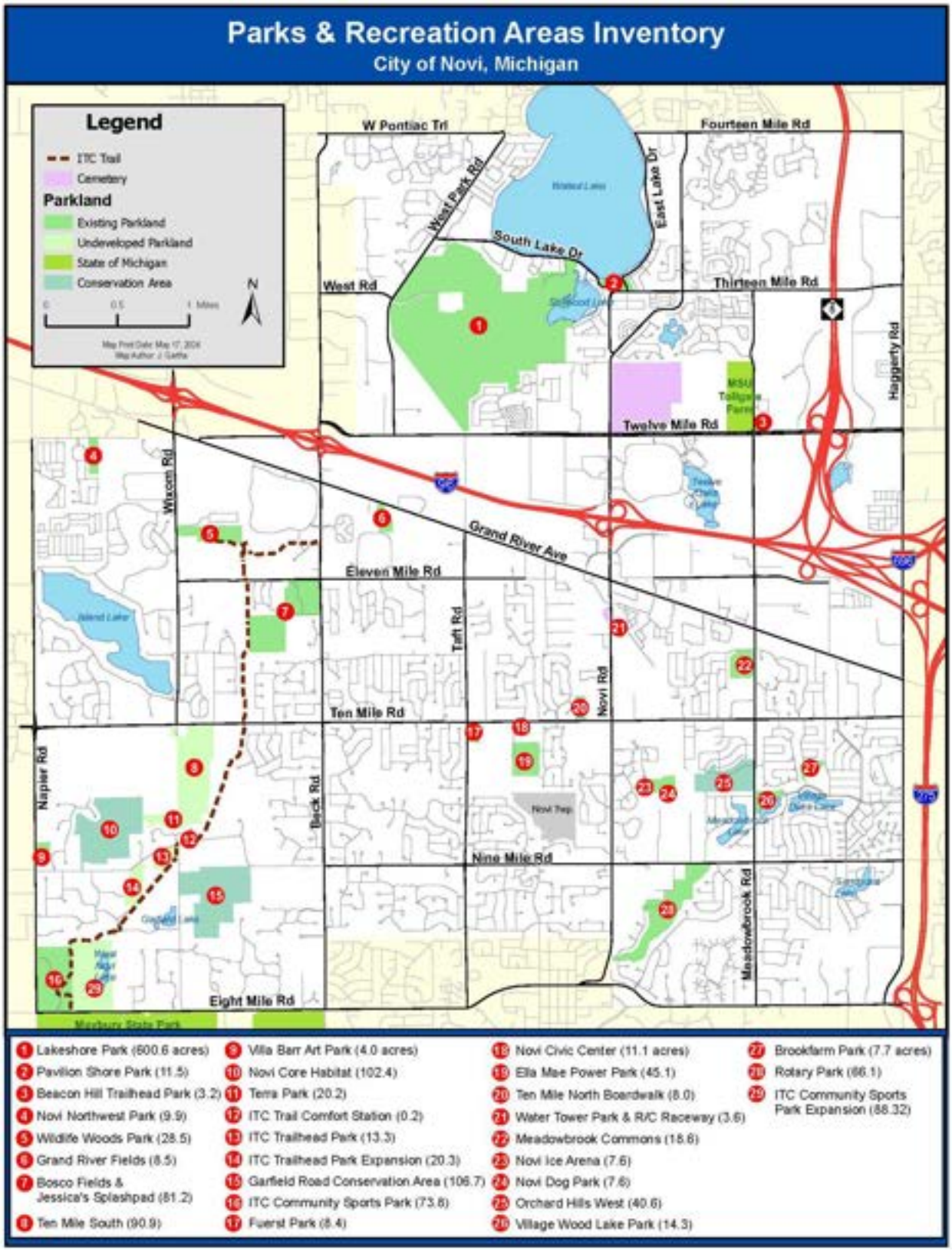


TABLE 7 - PARK INVENTORY

		ACRES	ACCESSIBILITY	AMPHITHEATER	BASKETBALL COURTS	BIKE REPAIR STATION	COMMEMORATIVE TREES	CONCESSIONS	FISHING PIER	FITNESS STUDIOS	GAGA BALL PIT	GAZEBO	GRILLS	HORSESHOES	ICE RINK	MEETING ROOMS	MOUNTAIN BIKING TRAILS (MILES)	MULTI-PURPOSE ROOM	MULTI-PURPOSE SPORTS FIELDS	NATURE/WALKING TRAILS (MILES)	OPEN GREEN SPACE	OUTDOOR EXERCISE EQUIPMENT	PARKING	PICKLEBALL COURTS	PICNIC AREAS	PICNIC SHELTERS/PAVILION	PLAYSTRUCTURES	R/C RACETRACK	RESTROOMS	SAND VOLLEYBALL COURTS	SCULPTURE ART	SLEDDING HILL	SOFTBALL/BASEBALL DIAMONDS	SPLASH PAD	TENNIS COURTS	WIFI
CITY OF NOVI PARKS AND RECREATION FACILITIES																																				
NEIGHBORHOOD PARK	BEACON HILL TRAIL HEAD PARK	3.2	1																		X		X													
	BROOKFARM PARK	7.7	3																1	0.2	X															
	GRAND RIVER FIELDS	8.5	2																4				X													
	NOVI NORTHWEST PARK	9.9	2																	0.5	X		X				1									
	VILLAGE WOOD LAKE PARK	14.3	4																	0.2	X				X											
COMMUNITY PARK	BOSCO FIELDS & JESSICA'S SPLASH PAD	81.2	3																13		X		X						X					X		
	ELLA MAE POWER PARK	45.1	3					X												0.6	X		X			1	2		X				6			
	FUERST PARK	8.4	2	X																0.7	X		X		X				X		X					X
	ITC COMMUNITY SPORTS PARK	73.8	3		2		X	X					X						14	1.5	X		X			1	2		X				10		2	
	ITC COMMUNITY SPORTS PARK EXPANSION	88.3	1																		X															
	ITC TRAIL COMFORT STATION	0.2	4			X																	X			1										
	ITC TRAIL HEAD PARK	13.3	2			X															X		X			1										
	ITC TRAIL HEAD PARK EXPANSION	20.3	1																		X															
	LAKESHORE PARK	600.6	3			X		X			X		X	X			10.7		2	3.7	X		X		X	3	2		X	2		X				
	PAVILION SHORE PARK	11.5	4						X											0.9	X		X		X	1	1		X							
	ROTARY PARK	66.1	3										X							2.2	X		X		X	1	1		X						2	
	VILLA BAR ART PARK	4.0	2																		X		X								X					
	WILDLIFE WOODS PARK	28.5	4										X						1		X	X	X	8	X	1			X				2			
LP	ITC CORRIDOR TRAIL	N/A	5																	4.7																
SPECIAL USE FACILITY	MEADOWBROOK COMMONS	18.6	5				X					X	X			2		1		0.9	X	X	X	4		1			X							
	NOVI CIVIC CENTER	11.1	4							X						10				0.4			X								X					X
	NOVI DOG PARK	7.6	3																	0.1	X		X													
	NOVI ICE ARENA	7.6	4					X							X	1				0.1			X						X							
	WATER TOWER PARK & R/C RACEWAY	3.6	2																		X		X					X	X							
NATURAL RESOURCE AREA	GARFIELD ROAD CONSERVATION AREA	106.7	1																		X															
	NOVI CORE HABITAT	102.4	1																		X															
	ORCHARD HILLS WEST	40.6	1																		X															
	TEN MILE NORTH BOARD WALK	8.0	1																		X															
	TEN MILE SOUTH	90.9	1																		X															
	TERRA PARK	20.2	1																		X															

DRAFT

LP = LINEAR PARK

COMPARISON TO STANDARDS

The National Recreation and Park Association (NRPA) annually gathers data from parks and recreation agencies nationwide to provide an overview of parks and recreation agencies' performance. With this data the NRPA publishes an NRPA Agency Performance Review that provides jurisdictions and agencies with reports, tables, graphs, and other data visuals that provide an idea of a "typical" agency within a given population. The purpose of this performance review is to provide agencies with a tool to compare their own performance with that of comparable US agencies. This helps identify areas where the agency is performing well and identify areas where improvement could be made. The 2024 NRPA Agency Performance Review presents data from approximately 1,000 park and recreation agencies across the Country.

Based on the 2024 NRPA Agency Performance Review a typical agency that serves a population size of 50,000 to 99,999 has 3,344 residents per park. The City of Novi, who maintains 29 parks and recreation spaces, has 2,288 residents per park. This is lower than the median number for this population size and about even with the lower quartile number of 2,173 residents per park. This means that the City of Novi is providing a larger number of parks for its residents than other agencies serving a similar population. In addition to the parks and recreation spaces provided by the City, the City of Novi maintains 28 miles of trails. For agencies with a similar population size, the median was 18.1 miles of trials. The City is providing residents with more trails than cities of a comparable size. The upper quartile was this population range was 37 miles. With additional planning and development, the City of Novi could reach the upper end of trail millage for its population size.

For parks and recreation agencies with a population similar to Novi's size, the median annual operating expenditures was $7,710,075. The City of Novi's Department of Parks, Recreation, and Cultural Services has an annual operating budget of $3,758,885 for 2024. This falls within the the lower quartile of comparable cities, as it is below $5,348,266. This, considered with the trails and park space provided to residents, could lead to the conclusion that the City of Novi is working more efficiently than other agencies serving this population range. When broken down the median operating expenditure per capita for parks and recreation agencies of this size is $120.72. The City of Novi has a median operating expenditure per capita of $56.6. This number is lower than that of the lower quartile which is $74.14. The median amount of parks and recreation revenue per capita for agencies serving similar population sizes is $33.17. The City of Novi has a parks and recreation revenue per capita of $54.7. This is greater than that of the median.

The 2024 NRPA Agency Performance Review also provides an abundance of information of parks and recreation facilities and amenities based on population. For agencies of similar size, there are typically 1 play structure for 3,707 residents. The City of Novi has 7,375 residents per play structure. The median number of rectangular fields for other agencies of this size is 4,070 residents per rectangular field. The City of Novi has only 1,896 residents per rectangular field. This signifies that the City has a larger number of these facilities available than that of comparable agencies. Other agencies have a median of 3,675 residents per diamond field. The City of Novi is right on par with that of other agencies with 3,687 residents per diamond field. When compared to all agencies, only 40% have a performance amphitheater. This is a unique feature that the City of Novi provides for its residents since only 40% of other agencies also have one. Looking towards improving access to recreational facilities, 62% of comparable agencies have a recreation center and 59% have community centers. The City should see

this as an opportunity. While Novi currently does not have a community center or recreation center the establishment of one is listed as a goal, within Chapter 6 of this Plan.

While these metrics are helpful, it is critical to remember that there is no one size fits all when it comes to solutions for maintaining and improving a parks and recreation agency. The 2024 NRPA Agency Performance Review does not provide standards for parks and recreation agencies to strive for but instead serves to inform as a guideline based on evidence from other agencies. In order to be successful, an agency should customize its offerings based on the needs and wants of it community members and their unique characteristics such as age, interests, backgrounds, and economic means.

PROGRAM INVENTORY

The nationally accredited Novi Parks, Recreation, and Cultural Services Department provides facilities, programs, classes, and opportunities where memories are created, skills developed, and quality of life and relationships with friends and families are enhanced. Quality parks and recreation programs invite and retain business, generate retail sales, improve property values, provide economic impact, and attract citizens to the community. The Vision of Novi PRCS is “To be seen as an essential service whose benefits are recognized and valued in the Novi community.”

The Recreation Division engages more than 140,000 users annually with a variety of programs. Recreation programs are offered based on national accreditation guidelines, citizen survey data, and partnerships. Prices range for these services, with some being free and others costing a fee to participate. Residents can register online, through the mail, or in person. The City also releases the Engage Recreation Guide several times a year that details all the City is offering during that period of time.

Youth and Families

Novi residents understand and appreciate the importance of recreation for children and families alike. Special events provide families with the chance to explore unique celebrations, traditions, and experiences. The City offers a wide range of youth sports leagues, including both recreational and select options in soccer, archery, basketball, volleyball, cornhole, t-ball, baseball, tennis, lacrosse, karate, flag football, and ice hockey.

Beyond sports, Novi also provides a variety of programs such as dance, theater, nature activities, and camps. Parent and adult involvement is essential to the success of these programs, as they not only contribute as coaches and mentors, but also create meaningful opportunities for families to build relationships and strengthen the community.

Adult

The City of Novi offers a wide range of recreational opportunities for adults to stay active and engaged. Community events, such as the Memorial Day Run, Fuerst Field of Honor, and various nature programs like the Arbor Day event, Perennial Exchange, and Garlic Mustard Pull, provide meaningful ways to connect with the community. Adult sports leagues include basketball, cricket, cornhole, golf, softball, volleyball, pickleball, table tennis, and tennis. In addition to sports, the City offers fitness program such as the Happy Trails walking group, Novi Run team, Zumba, yoga, and cardio drumming catering to

diverse fitness interests and levels. The City also hosts rotating art shows in the Atrium of the Civic Center and an artist-in-residence program at Villa Barr, highlighting local and regional talent.

Older Adult

The City of Novi is dedicated to promoting active and engaged lifestyles for residents of all ages. The Older Adult Services Division provides a wide range of programs and services tailored to meet the needs of older adults in the community, offered at both the Novi Civic Center and Meadowbrook Activity Center. Fitness options include low-impact cardio, strength training, chair yoga, Tai Chi, chair volleyball, as well as softball and golf leagues. Social activities such as card games, hobby groups, bingo, and book clubs, and special events offer opportunities for connection and fun. Support services include a durable medical equipment loan closet, technology assistance, Medicare counseling, legal consultations, health screenings, and essential nutrition programs like Meals on Wheels, the Daily Lunch program, and food assistance. This diverse array of programs is intent on fostering support, lifelong learning, wellness, and social engagement for older adults and the broader community.

CHAIR VOLLEYBALL LEAGUE

DNR GRANT HISTORY

Previously, the City of Novi has received eleven grants for parks and recreation. These include seven Natural Resources Trust Fund grants, three Land and Water Conservation Fund Grants, and one Recreation Bond Fund. Table 8 below provides detail on each of the past 11 grants.

TABLE 8 – CITY OF NOVI GRANT HISTORY

Project Title	Project Number	Project Year	Grant Amount	Status	Description
Ella Mae Power Park	26-01060 V2	1978	29,000	Closed	Development of two softball fields
Ella Mae Power Park	26-01110	1980	27,500	Closed	Development of a playground, a concession/storage building, and LWCF sign
Brookfarm Park	26-01235	1981	16,000	Closed	Development of two tennis courts
Novi Nature Area	TF88-078	1988	166,350	Withdrawn	To acquire approximately 100 acres of natural area adjacent to the City's park on South Lake Road
Rotary Park Development	BF-93-168	1993	75,000	Withdrawn	Development of natural trails, tennis courts, playground areas, and picnic facilities
Village Wood Lake/Orchard Hills West Acquisition	TF05-165	2005	846,400	Closed	Acquisition of 51 acres containing 5,200 acres of frontage on the Middle Rouge River, Village Wood Lake, and wetlands
Novi Core Habitat Reserve Property Acquisition	TF07-017	2007	281,300	Closed	Acquisition of 16.2 acres of wooded wetland adjacent to Singh Trail Parkland
Landings Park Trailhead / Waterfront Development	TF10-043	2010	437,500	Closed	Development of trailhead for existing and future non-motorized regional pathway system within the 11-acre Landings Parkland and create accessible waterfront park with 835 feet of naturalized shoreline
Novi Northwest Neighborhood Park	TF14-0235	2014	385,000	Closed	Acquisition of 10 acres for potential parkland near the City's western border for citywide uses
ITC Regional Trailhead Park	TF16-0111	2016	402,500	Closed	Acquisition of 13 acres located on Nine Mile Road, adjacent to the planned ITC Corridor Trail
ITC Trailhead Park Expansion	TF17-0162	2017	367,500	PA Executed	Preserve 20 acres of natural woodland and wetland habitat adjacent to the ITC Corridor Trail

DEPENDENCE ON SCHOOL FACILITIES

The City of Novi Parks, Recreation, and Cultural Services relies on school facilities for certain activities as well as additional park land throughout the City. Some of the City parks are located adjacent to Novi schools. All schools located within the City of Novi are listed below with the park facilities that they offer:

- Novi High School is located at 24062 Taft Road and offers a baseball field, softball field, football stadium, soccer field, tennis courts, gymnasium, and an open field that is used as a practice field for the High School's athletic teams. Novi High School is adjacent to Fuerst Park and Ella Mae Power Park.
- Detroit Catholic Central High School is located at 27225 Wixom Road and offers a baseball field, tennis courts, and a multi-use field that is used for football, soccer, and lacrosse.
- Novi Christian Academy is located in the Brightmoor Christian Church at 40800 W 13 Mile Road and offers a baseball field, softball field, soccer field, basketball hoops, and a small playground.
- Novi Middle School and Deerfield Elementary School are located next to each other, with Novi Middle School being located at 49000 W 11 Mile Road and Deerfield Elementary School being located at 26500 Wixom Road. These locations offer a football and soccer field, tennis courts, a nature plaza, basketball hoops, and two playgrounds. These two schools are adjacent to Wildlife Woods Park.
- Novi Woods Elementary School, Novi Meadows Elementary School, and Parkview Elementary School are all located next to each other, with Novi Woods Elementary being located at 25195 Taft Road, Novi Meadows Elementary located at 25299 Taft Road, and Parkview Elementary located at 45825 W 11 Mile Road. These schools offer multiple soccer fields, multiple parks, three baseball fields, and a basketball court.
- Orchard Hills Elementary School is located at 41900 Quince Street and offers multiple small playgrounds, a basketball court, and an open field that can be utilized for baseball, soccer, or lacrosse.
- Village Oaks Elementary School is located at 23333 Willowbrook Drive and offers a playground, basketball court, and soccer field.
- Thornton Creek Elementary School is located at 46180 W 9 Mile Road and offers multiple playgrounds, a baseball field, and basketball court.
- Hickory Woods Elementary School is located at 30655 Novi Road and offers a small playground and an open field that can be utilized as a soccer field.
- Meadowbrook Elementary School is located at 29200 Meadowbrook Road and offers basketball hoops, a playground, and a baseball field. The school is also located next to a trail loop.
- The Michigan State University Tollgate Farm and Education Center is located at 28115 Meadowbrook Road. The Tollgate Farm and Education Center provides non-formal learning for children, families, and adults by offering the experience of agriculture hands-on. The Center hosts a variety of educational programs and classes which include 4-H youth programs, homeowner horticulture, school and community programs, community food system education, woodlot management, and agriculture and natural resources.

REGIONAL PARK AND RECREATIONAL FACILITIES

Residents of the City of Novi not only have a number of different recreational opportunities within the City, but the residents also have a vast variety of recreational opportunities within the surrounding areas. Within Oakland County there are a number of County owned parks for residents to use and enjoy. The County is also home to two of the Huron Clinton Metropolitan Authority Metroparks, and the County offers a number of recreation land owned by the State of Michigan. The text below inventories those other recreational opportunities offered within Oakland County.

OAKLAND COUNTY PARKS

Oakland County owns and maintains thirteen parks, eighty miles of paved and natural trails, and a farmers' market for residents and visitors of the area. Below are descriptions of four parks within the Oakland County Parks system that are the closest and most convenient for City of Novi residents to use for recreational purposes.

Lyon Oaks Park

Lyon Oaks Park is a 1,041-acre park that aims at preserving 800 acres of environmentally sensitive wetlands. The park features a number of amenities that include picnic shelters, playgrounds, horseshoe pits, a dog park, and an 18-hole golf course and driving range. Also within the park are a variety of different fields and courts for sports such as volleyball, pickleball, soccer, and cricket. The park features six miles of natural trails visitors can use for hiking and biking in the summer and cross-country skiing in the winter.

Catalpa Oaks County Park

Catalpa Oaks County Park is a park consisting of 24 acres of open green space. In this green space, there are one youth soccer field, four full-size soccer fields, play structures, a walking path around the perimeter, and a picnic pavilion. This park has modern bathrooms that are open from April to October.

Highland Oaks County Park

Highland Oaks County Park is 302 acres consisting of rolling hills, wetlands, and pastures. Visitors can fish from an accessible floating dock within the park, and hunting is allowed within designated areas. The park offers 2.5 miles of trails that can be used for hiking, horseback riding, and cross-country skiing.

Waterford Oaks County Park

Waterford Oaks County Park is 199 acres and is the headquarters of the Oakland County Parks and Recreation Commission. Waterford Oaks County Park is also home to the Waterford Oaks Wave Pool and Waterford Oaks Bicycle Motocross (BMX) Track. This park provides a vast variety of recreation opportunities to visitors that include a universally accessible play structure, platform tennis courts, sand volleyball courts, sledding hill, and outdoor fitness equipment. The park also offers three miles of hiking trails throughout the park. The Park hosts the Oakland County Farmer's Market, which is open year-round.

HURON CLINTON METROPOLITAN AUTHORITY

The Huron Clinton Metroparks is a regional park system that covers Livingston, Macomb, Oakland, Washtenaw, and Wayne counties. The park system includes 13 parks spanning nearly 25,000 acres of parkland. While none of the Metroparks are within City boundaries, three of the parks are located within Oakland County. These parks include a variety of passive and active recreation options and nearly 400 miles of trails.

Indian Springs Metropark

Indian Springs Metropark is over 2,000 acres with a number of lakes and the Huron River winding through it. The park consists of prairies, woodlands, wetlands, and meadows and provides a variety of amenities to its users. Available are an environmental discovery center, picnic areas, splash pad, playgrounds, native plant gardens, and a golf course. In winter, visitors can cross-country ski, snowshoe, and go sledding down the park's sledding hill. The park contains a number of trails. Within the park is 2.5 miles of equestrian trails that connect to more than 17 miles within the Pontiac Lake Recreation Area. There are five different nature trails within the park varying in length from as little as .25 miles to 3.25 miles. The park also includes eight-mile paved multi-use trail typically used for hiking and biking.

Kensington Metro Park

Kensington Metropark is 4,481 acres surrounding Kent Lake. This Metropark is located in both Livingston County and Oakland County. The park consists of wooded and hilly terrain that is home to an abundance of wildlife. This park features a variety of trails; paved and unpaved, mountain biking, water trails, four equestrian trails, and four nature trails. It also includes a beach, boat launch, camping area, golf course, disc golf course, splash pad, waterslide, volleyball courts, baseball diamonds, and many picnic areas. The park also offers a large variety of winter activities to ensure participation year-round.

Stoney Creek Metropark

Stoney Creek Metropark is 4,435 acres that surrounds the 500-acre Stoney Creek Lake. This Metropark is located in both Oakland and Macomb counties. The landscape of the park consists of woodlands, wetlands, prairies, and fields. This park features an impressive trail system for hikers, bikers, and skiers. Boat and bike rentals are available. A number of water amenities are available in the park that include, beaches, a boat launch, fishing, a waterslide, and paddling opportunities. Other amenities include basketball courts, volleyball courts, golf course, disc golf course, playgrounds, baseball fields, sledding hills, nature center, campgrounds, and more. The park provides ample opportunities for parks and recreation year-round.

STATE

Near the City of Novi, the State of Michigan owns and manages ample parks and recreation opportunities. Within the area there are a multitude of state parks and recreation areas. Below are descriptions of some of the recreation opportunities offered by the State near Novi.

Dodge #4 State Park

Dodge State Park is 139 acres and popular for its location on the shore of Cass Lake. The park includes a variety of water based recreational opportunities such as swimming, fishing, and paddling, as well as access to the boat launch, kayak launch, beach, beach house, and kayak and boat rentals. Hiking and biking are also available within the park.

Highland Recreation Area

Highland Recreation Area is approximately 5,900 acres and is home to over 10 inland lakes. The recreation area provides amenities such as a designated swimming beach, boat launches, playground, picnic areas, volleyball courts, dog trial areas, and restrooms. A modern lodge, campground, rustic, and equestrian camping options are available for guests. The recreation area is home to miles of trails. Thirteen miles of equestrian trails, 16 miles of mountain biking trails, and 2.75 miles of hiking trails are available within the recreation area. In the winter, the park can be used for cross-country skiing, snowshoeing, and snowmobiling.

Island Lake Recreation Area

Island Lake Recreation Area is approximately 4,000 acres that remains mostly undeveloped to provide a natural feel with a mix of open brush, mature hardwood forests, and open meadows. The recreation area consists of four inland lakes and is located along the Huron River making the park a prime location for water recreation opportunities like fishing, swimming, and canoeing/kayaking. The area offers four trails ranging from four miles in length to almost 10 miles, one of which connects to the Kensington Metropark Bike Trail, and the area provides water trail opportunities. The area also provides a few camping opportunities.

Maybury State Park

Maybury State Park has 944 acres of open meadows, mature forests, and rolling terrain. The park provides a variety of activities for guests to do, such as hiking, biking, fishing, and riding. The park has an accessible playground for children to use as well as a riding stable. Four types of trails are provided at the park: equestrian, hiking, mountain biking, and paved bicycle trails. The Maybury equestrian trails are eight miles of looped trails that are open year-round. Maybury hiking trails consist of six miles of interconnecting loops that spread all throughout the park. Snowshoeing and cross-country skiing are available to do on the hiking trails in winter. Also offered are seven miles of single-track mountain biking trails and four miles of paved bicycle trails. The City of Novi could collaborate with the MDNR on connecting the ITC Corridor Trail to the trail systems within the park. This would provide access for Novi residents to Michigan State Park land through the use of the Novi Park System.

Pontiac Lake Recreation Area

Pontiac Lake Recreation Area is 3,745 acres that offers a variety of recreation opportunities for visitors. The park includes marshes, ponds, forests, fields, and Pontiac Lake as a backdrop for the opportunities offered. The park offers a variety of camping options, including rustic campgrounds, cabins, and a modern campground. Amenities include playgrounds, boat launches, swimming areas, ranges, and trails. The Recreation Area has 17 miles of equestrian trails, 1.9 miles of hiking trails, and 11 miles of mountain biking trails. In the winter, the hiking trails can be used for snowshoeing and cross-country skiing.

Proud Lake Recreation Area

Proud Lake Recreation Area is approximately 3,300 acres located on the Huron River and Proud Lake. The recreation area has a variety of active and passive recreation options available to visitors. The area provides a variety of camping opportunities for visitors, from cabins and lodges to camping sites. Four boat launches are available within the area as well as canoe and kayak rental options. Two trails are located within the area. The Proud Lake Recreation Area provides a trail system that offers walking trails, equestrian trails, and biking trails.

NON-MOTORIZED TRAILS

Regionally there are a number of non-motorized trail systems that residents of Novi can use. The City can work with surrounding jurisdictions to build connections to these trail systems to then help serve larger regions. These connections can also be connected back to other parks and recreational facilities such as parks and recreation centers to continue to expand access to parks and recreation. The City should continue its plan for active transportation options like those of non-motorized trails by continuing to implement the strategies, designs, and long-term plans outlined in the City's 2023 Active Mobility Plan which, includes expanding non-motorized paths to create connections with others in the region ultimately creating a larger regional trail network. A summary graphic of the Plan can be found in Appendix B.

I-275 Metro Trail

The I-275 Metro Trail is a 31.7-mile paved trial. The trail starts at the northern end in Novi along Meadowbrook Road. The trail follows along I-275 south until it gets to M-14 and stops along Edward N Hines Drive. The trail then picks up again after a break back along I-275. The trail continues south until it ends in New Boston next to Willow Metropark and Oakwoods Metropark.

M-5 Metro Trail

The M-5 Metro Trail is a 2.2-mile paved trail that follows M-5 between Commerce Township and the City of Novi. The southern portion of the trail and at 13 Mile Road. It is here that there is a connection to the I-275 Metro Trail that users of the trail can continue onto.

Hines Park Trail/Rouge River Gateway Greenway Trail

This Trail is comprised of two trails that connect to one another. The Rouge River Gateway Greenway Trail starts in Dearborn and continues north for two miles through the University of Michigan – Dearborn Campus. From there the trail turns into the Hines Park Trail. The Hines Park section of the trail is 17.5 miles long and ends in Northville. Much of this stretch of the trail runs through Wayne County's linear trail, Hines Park. Just over halfway through, the trail intersects with that of the 1-275/M-5 Trail. Views of the Rouge River are available throughout the trail as one travels along.

Huron Valley Trail

The Huron Valley Trail is a 13.2-mile paved rail trail that forms a Y-like shape. The trail follows the former Grand Trunk Railroad. The southernmost section of the trail starts in South Lyon and extends north. Once the trail reaches New Hudson, it splits in two. The first continues north and follows along the same path and ends just before it reaches Wixom. The other branch turns west and follows along I-96. This branch

of the trail ends at the Island Lake Pathway, which extends into Kensington Metropark to the north and Island Lake Recreation Area to the west.

WATER TRAILS

Another form of trail is becoming popular within the State of Michigan that is not on land but instead utilizes Michigan's vast water resources, water trails. These are trails through lakes, rivers, canals, and bays designed for people to canoe or kayak through. The National Water Trails Program is a subset of the National Recreation Trails Program provided through the National Park Service. These trails are established as a way to protect and restore rivers, shorelines, and waterways throughout the Country. The State of Michigan has several nationally designated water trails as well as many state designated trails.

Huron River Water Trail

One National Water Trail System runs through Oakland County, the Huron River Water Trail. The Huron River Water Trail is 104 miles long and starts at Proud Lake in Commerce Charter Township and end when the river empties into Lake Erie south of Detroit. The trail offers a variety of paddling experiences from flat, still water to some rapids. Everyone can use the water trail because a few universally accessible kayak launches are available along the route.

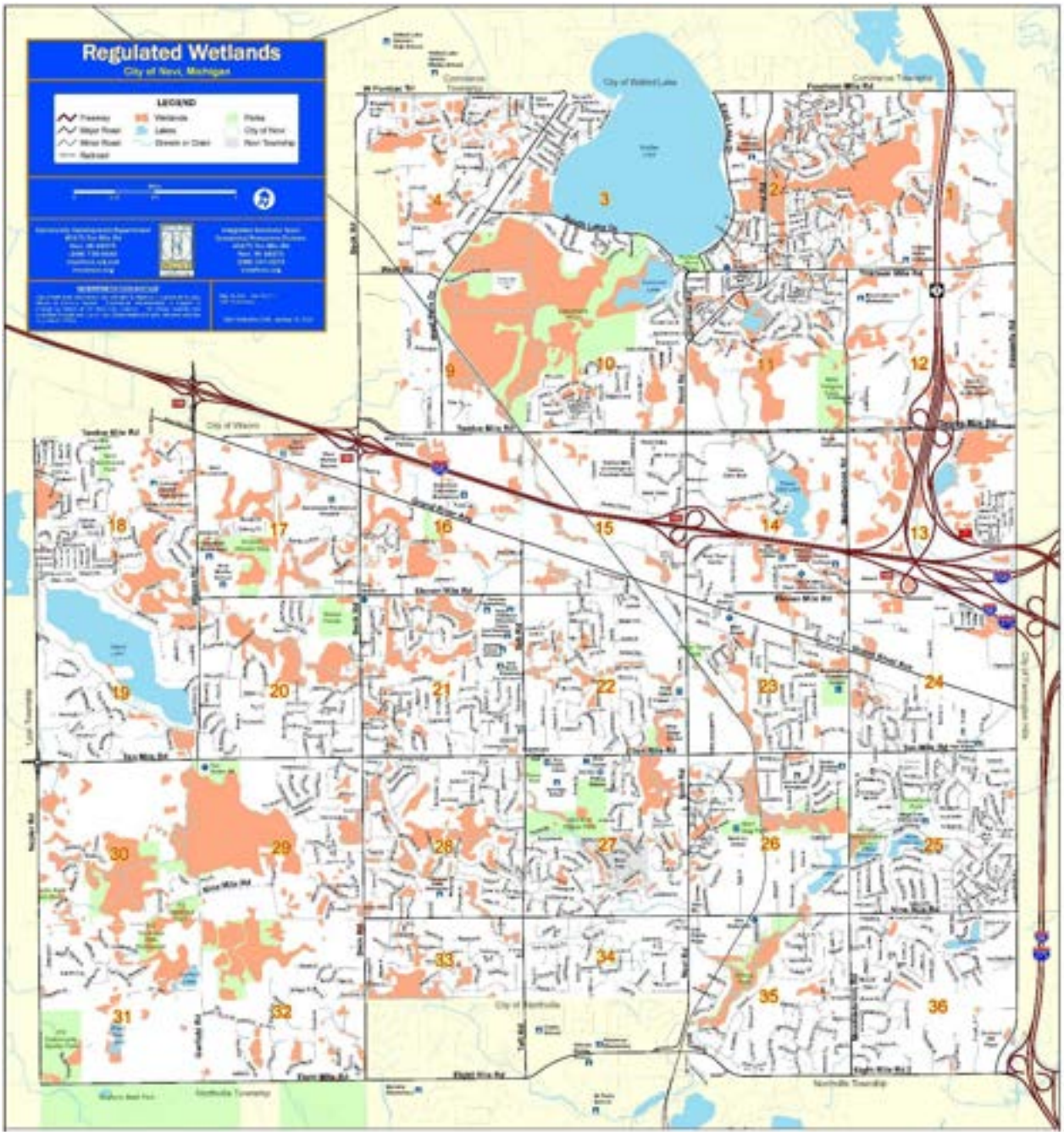
NATURAL FEATURES

When investigating parks and recreation within a community, it is critical to look at what natural features the community has available to them. These features include wetlands, woodlands, floodplains, and bodies of water such as rivers, streams, and lakes. Often, communities look to preserve and protect these features to ensure resources are protected and open space remains for future generations of residents.

WETLANDS

The City of Novi contains three large wetland areas with many small pockets of wetlands spread throughout the City. Oftentimes, the wetlands surround areas of residential development, creating pockets of greenspace throughout the City. The wetlands also follow streams, creeks, drains, and lakes. Areas of wetlands and woodlands can coincide with areas of parkland. The City of Novi has previously done this by overlapping many of the City parks with wetland areas. The first major area of wetlands is located in the southwest portion of the City near Ten Mile and Beck Road. These wetland spaces overlap with that of four of the City's conservation areas and many more of the City's developed park spaces. The other two large wetland areas within the City are both located within the northern portion of the City near Walled Lake. The first of those two areas is located southwest of Walled Lake. This wetland area overlaps with Lakeshore Park. The second wetland area is located to the east of Walled Lake and provides green space between much of the residential development on that side of the lake.

MAP 3 – NOVI WETLANDS MAP

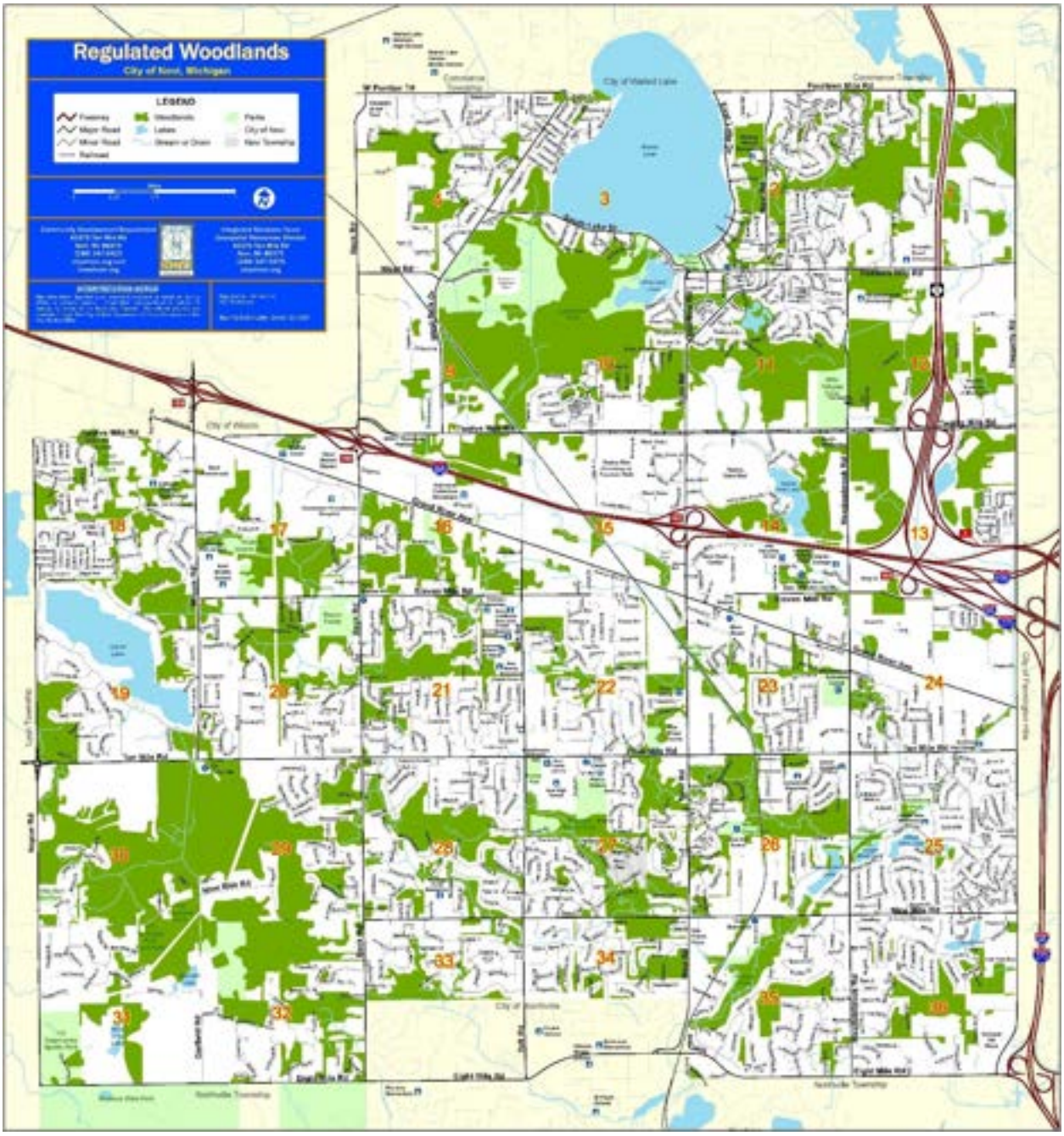


WOODLANDS

Similar to wetland areas within the City of Novi, woodlands are primarily spread throughout the City in small pockets with two larger areas of woodlands. Many of the woodland areas coincide with the areas of wetlands in the City and generally fill in sections between residential developments. The first larger area of woodlands within the City of Novi is within the southwest portion of the City near Ten Mile and Beck Road. This section of woodlands covers the four conservation areas within this region of the City and the developed park spaces in the area as well. The second larger section of woodlands covers portions of the northern section of the City. This area of woodlands covers portions of Lakeshore Park and in between the surrounding residential developments near Walled Lake.

ITC CORRIDOR TRAIL SURROUNDED BY WOODED LANDS

MAP 4 – NOVI WOODLANDS MAP



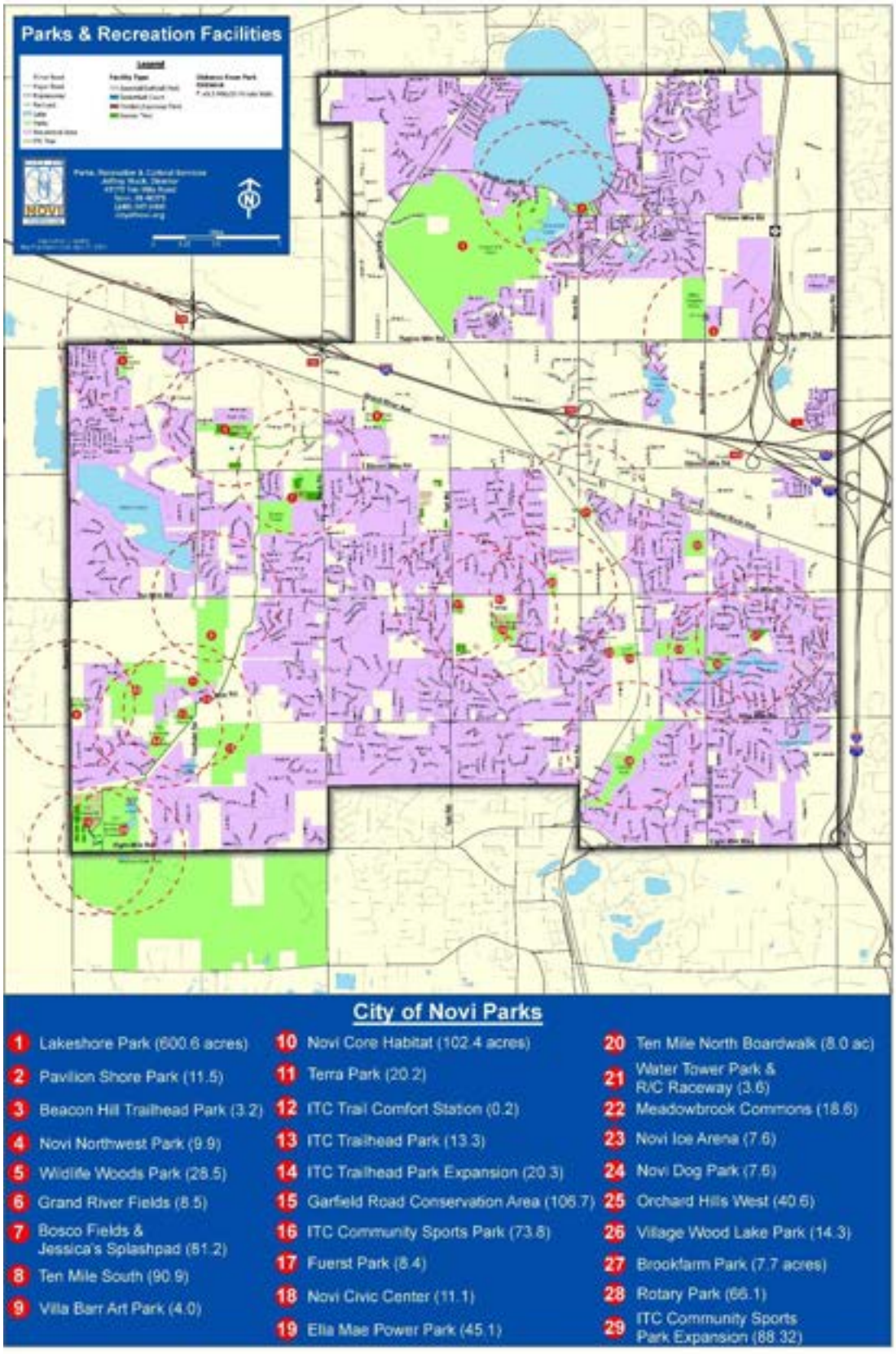
WALKABILITY

The 10-Minute Walk Initiative was created and led by The Trust for Public Land (TPL) in partnership with NRPA and the Urban Land Institute. This effort is dedicated to improving access to safe, quality parks and green spaces within a ten-minute walk from homes. The ability to walk to a park and recreation space from one's home ensures that equal access to park spaces is available, and transportation does not cause a barrier to access for individuals. Map XXX below displays the City of Novi parks and recreation spaces with a ten minute or .5-mile walking buffer around them. Many portions of the City of Novi are able to walk to a park or recreation space within that ten-minute buffer. There are a few clusters of residential areas that lack walkability access to parks. The first is located in the southern portion of the City near Beck and Nine Mile Road going both north and to the east. The second section is in the northern part of the City on the eastern side of Walled Lake. The City of Novi could look to acquire portions of land near these areas and develop them into park spaces to help improve the walkable access to parks and recreation spaces within the City. In doing so, the City is helping to remove barriers to use for residents of the City and, in turn, should help these recreation spaces get enjoyed more by residents.

ITC CORRIDOR TRAIL SIGNAGE

ELLA MAE POWER PARK PLAY STRUCTURE

MAP 5 – NOVI WALKABILITY MAP



5 COMMUNITY INPUT

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COMMUNITY INPUT

OVERVIEW

The City of Novi values strong community input as a foundation for making decisions about capital improvement projects. Public input allows community leaders to identify residents' needs and establish a framework for parks and recreation goals and objectives. In alignment with the Michigan Department of Natural Resources Guidelines for developing the Plan, the City provided several opportunities for public input, including online community surveys, open houses, and a 30-day public review period for feedback on the draft plan.

The Plan was available for public comment during the 30-day public review period held between October 2024 to November 2024, concluding with a public hearing on November 25th, 2024, and adoption by the Novi City Council on November 25th, 2024.

PUBLIC OPEN HOUSES

Three public open houses were held to gather community input, with each event tailored to engage various segments of the population, including older adults and other diverse community groups. The first event, the City Superhero Showcase, took place on June 6, 2024, at the Novi Civic Center, followed by two additional open house sessions at the Novi Civic Center on June 18th—one in the morning and one in the evening. At these events, consultants and City staff interacted with community members, seeking their feedback on Novi's parks and recreation system, including suggestions for improvements, additions, and what aspects of the Parks, Recreation, and Cultural Services Department they believe are working well.

The feedback gathered reflected a very positive outlook toward the Novi Park system. Among the most common suggestions was the desire for a community center that could provide additional spaces for expanded programs for all age groups, but specifically for the Older Adult Services. Participants also expressed interest in expanding youth team sports and enhancing park amenities, such as adding shade structures, lounge areas, and natural/earthen playgrounds.

CITY OF NOVI PUBLIC OPEN HOUSES

COMMUNITY INPUT SURVEY

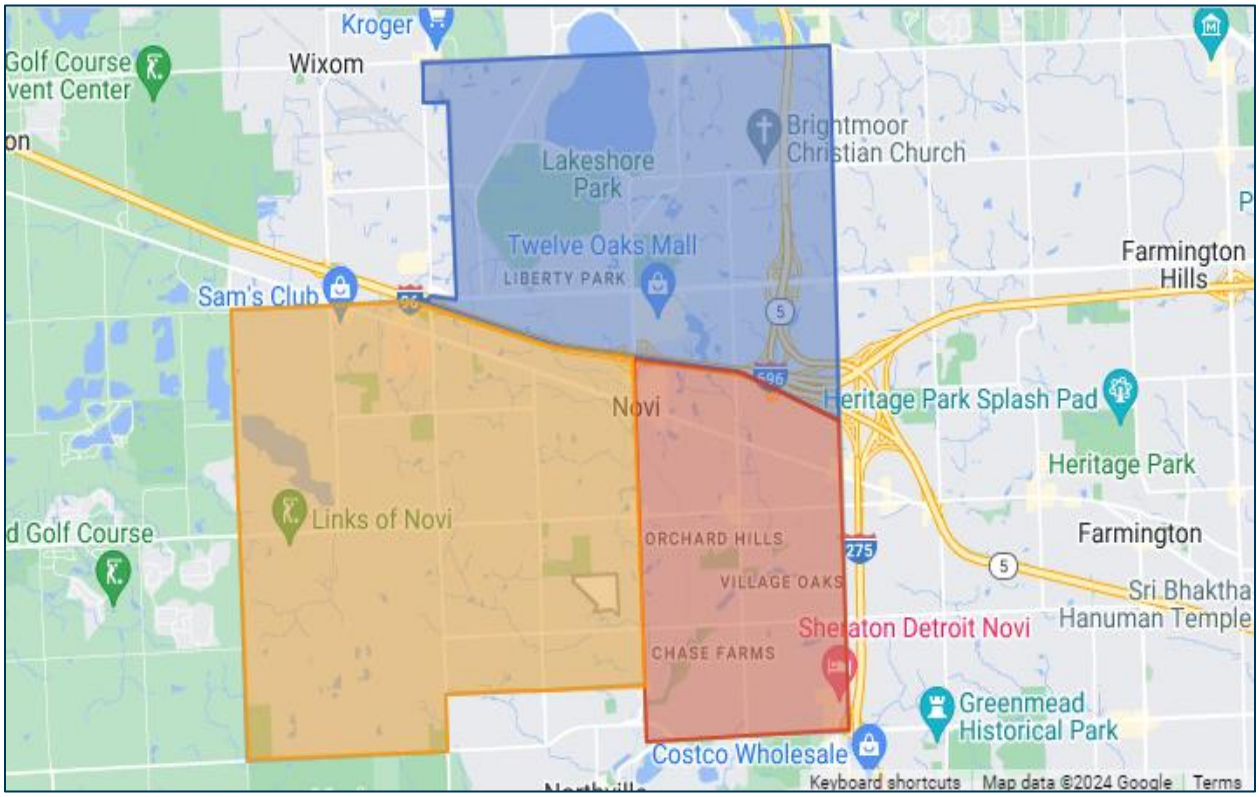
In the spring of 2024, City Officials conducted online surveys to gather residents' input on parks and recreation in Novi. The survey process included three targeted surveys and one general survey. The targeted surveys, consisting of 4-5 questions each, were distributed during the public open houses and made available 24 hours after the events. Additionally, a general survey with five questions was conducted, attracting 386 participants. This general survey was conducted from July 9 to July 11. Respondents were asked about Novi's parks, recreational facilities, programs, and services. The surveys were administered through FlashVote, which directly reaches FlashVote participants, and were also promoted on the City of Novi's website, Facebook page, and through local flyers placed around the City. Key points of the survey are summarized below, and a complete tabulation of the response data developed for the report can be found in Appendix A.

NOVI CIVIC CENTER

ABOUT THE RESPONDENTS

Of the 386 participants, 90% lived in the city of Novi. Map 6 below illustrates sections where respondents of the survey were from. Blue illustrates the north section of the City, orange is the southwest, and red is the southeast.

MAP 6 – SURVEY RESPONSE LOCATIONS



Every age cohort participated in the survey. The responses below are from the highest percentage to the lowest percentage.

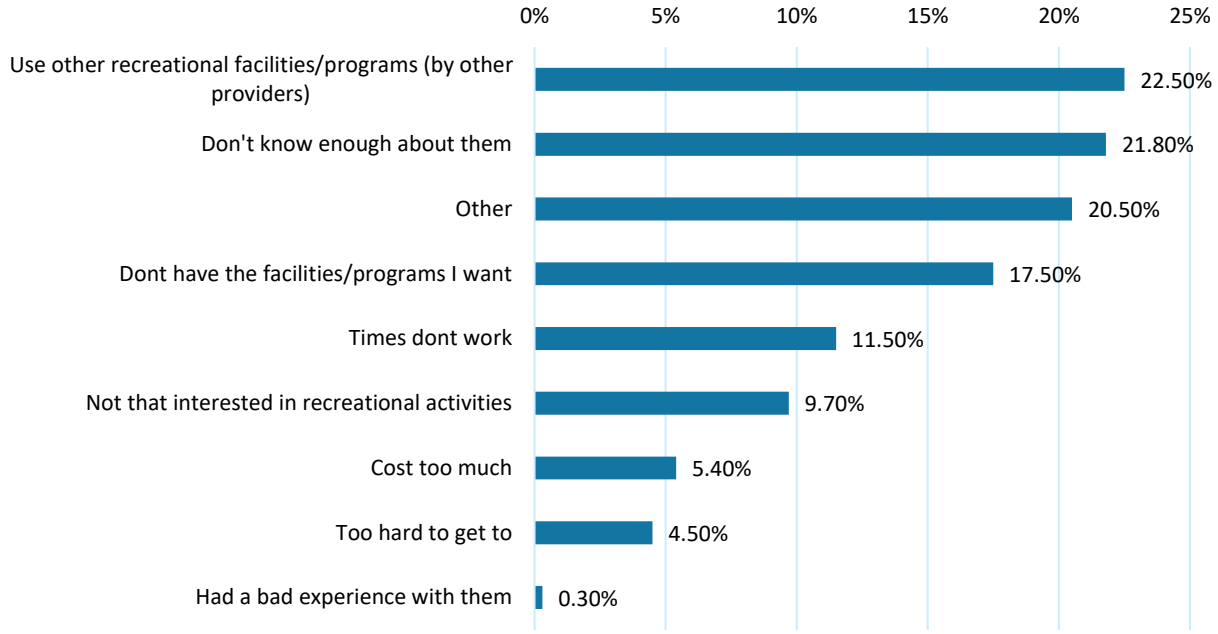
- Age 61+: 45%
- Age 46-60: 36%
- Age 31-45: 18%
- Age 30 and under: 1%

PARK VISITATION

Respondents were asked what, if anything, prevented them from using existing City of Novi parks, recreational facilities, programs, and services or from using them more.

The top three responses were: "Use other recreational facilities/programs (provided by other organizations)," "Don't know enough about them," and "Other." A full list of responses is below:

FIGURE 2 – FULL SURVEY QUESTION RESPONSE LIST

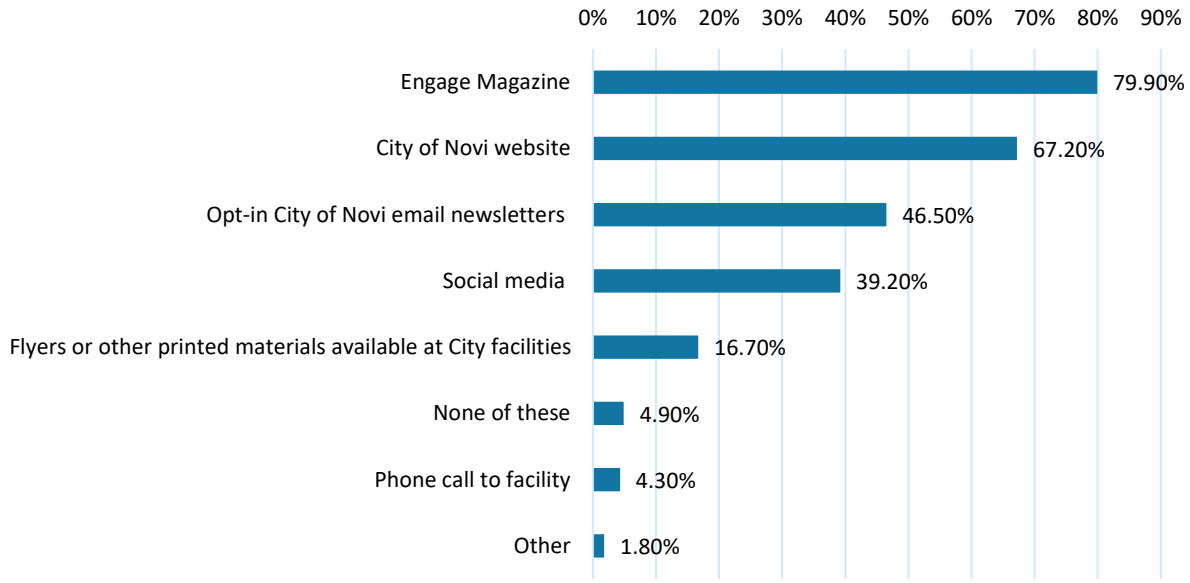


OUTREACH

Respondents were asked how they received information about City of Novi parks, recreational facilities, programs, services, or events within the last few years.

The top three responses were: “Engage Magazine,” “City of Novi website,” and “Opt-in City of Novi email newsletters (like e-Engage). A full list of responses is below:

FIGURE 3 - FULL SURVEY QUESTION RESPONSE LIST

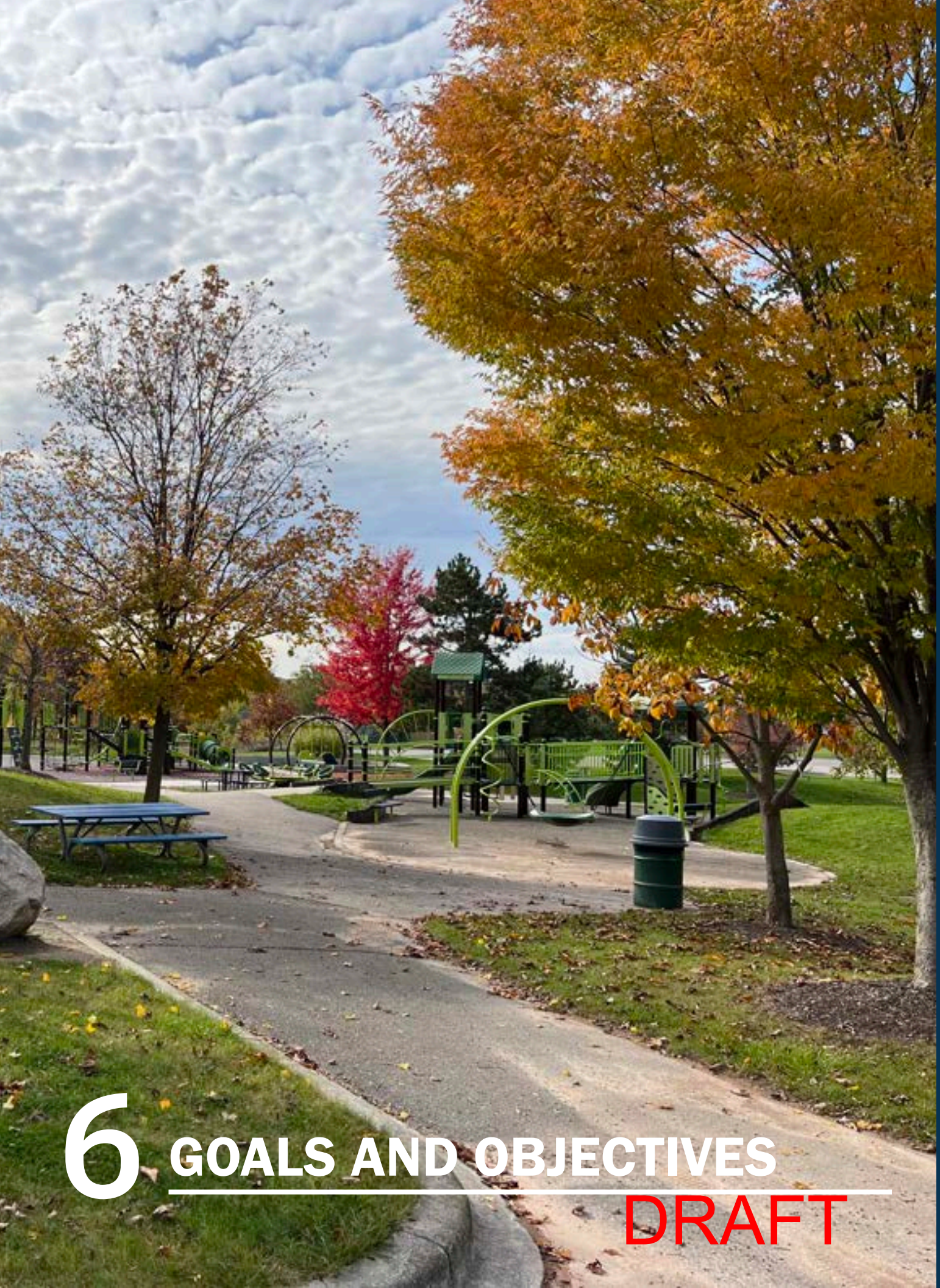


ADDITIONAL SERVICES

Respondents were asked if there were any new park amenities, recreational facilities, programs, or services they would want to see the city of Novi provide.

Of the respondents, 20% answered "No," 33% were "Not Sure," and 46% selected "Yes," providing additional written feedback. These written responses have been visually represented in the form of a word cloud, highlighting common themes and key suggestions from the participants.

FIGURE 4 – SURVEY QUESTION WORD CLOUD



6 GOALS AND OBJECTIVES

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GOALS AND OBJECTIVES

INTRODUCTION

The mission, vision, and values of the City of Novi's Parks, Recreation, and Cultural Services Department (PRCS) were thoughtfully developed based on the agency's purpose to serve the community's recreational and cultural needs. Rooted in the City's commitment to enhancing the quality of life for its residents, the agency's leadership engaged in a collaborative process that involved community input, internal evaluations, and alignment with broader citywide goals. The mission and vision statement for the Parks, Recreation, and Cultural Services Department are:

> Mission: Provide exceptional park, recreational and cultural opportunities that are diverse and enhance lives.
> Vision: The City of Novi aims to lead in innovation, excellence, and outstanding service through a culture of trust, respect, and continuous improvement.

Along with a mission and vision statement, the City of Novi's Parks, Recreation, and Cultural Services Department is committed to the following values. Values reflect what a community stands for, shaping its identity and fostering a sense of unity among residents.

> Team - **We work together to achieve collective success.** Being a team is central to our organization. We value diversity, inclusivity, and respect for everyone's contributions. By recognizing each member's unique skills and perspectives, we foster a culture of collaboration, trust, and mutual respect, encouraging everyone to do their best and feel a sense of belonging.
>
> Commitment - **We are dedicated and passionate about delivering the highest quality of service.** Commitment is key to our culture. We focus on collaboration, innovation, and being forward-thinking. We encourage creativity, adaptability, and resilience to achieve our goals. With a positive mindset, we explore options and overcome obstacles, fostering optimism, determination, and a can-do attitude for our success and growth
>
> Innovation - **We are driven by a relentless curiosity to explore new possibilities.** Innovation is at our core. We embrace new ideas and technologies to tackle challenges and improve services. Through collaboration and continuous improvement, we find efficient solutions to meet our failures to drive positive change and enhance residents' quality of life.
>
> Trust - **We are transparent, clear, and involve citizens in our community.** Trust reflects our commitment to transparency with the public about policies, actions, and outcomes. We build trust by ensuring citizens understand government operations, decision-making, and use of taxpayer resources. By encouraging public participation, we give citizens the chance to hold the government accountable and actively engage in democracy.

Taken together, these values, vision, and mission statements create a culture that encourages collaboration, dedication, progress, and trustworthy relationships. The goals and objectives written for this plan also takes into account the demographic characteristics of the City of Novi, its physical and environmental characteristics and the valuable input from the community.

GOALS AND OBJECTIVES

Goals represent the broadest level of planning, serving as general statements that outline what the community hopes to achieve over the lifespan of the Plan. Objectives provide a more focused approach by detailing how these goals will be accomplished. The action program is the most specific planning component, outlining the projects and initiatives to be pursued over the next five years. This program may include organizational improvements, staffing needs, programming initiatives, public information efforts, and operational and maintenance tasks. The following goals and objectives have been developed by the City of Novi's Parks, Recreation, and Cultural Services Department, reflecting the community's unique characteristics, feedback from residents, and input from staff and the City Council. The following list includes three (3) core goals developed by City Council: Operate, Build, and Invest. Each core goal contains a list of objectives developed both by the Novi City Council and by PRCS staff to align with the City's strategic priorities, mission and vision. Objectives specifically developed by City Council that directly address PRCS initiatives are identified by (CC):

OPERATE a World-Class, Sustainable Local Government

1. Increase engagement and outreach efforts with Novi's diverse populations (CC).
2. Utilize the most effective methods of communication to engage all segments of the community.
3. Grow volunteer participation for City programs and initiatives, particularly within the older adult community.
4. Continue to make improvements to parks and facilities addressing accessibility needs (including sensory-inclusive facilities and amenities) in order to meet all current ADA Compliance Standards. Universal design and access will be considered in project planning.
5. Utilize the most effective marketing strategies to communicate with an aging population.
6. Capitalize on park space to bring nature recreation and education programming to residents.
7. Enhance arts & culture within the City through additional classes, events, & park displays.
8. Continually explore new technology to increase operational efficiency.
9. Explore opportunities for partnerships with the Novi Community School District to develop operational space (performing arts, aquatics, gyms).

BUILD a Desirable and Vibrant Community for Residents and Businesses

1. Build a Community Facility that serves and connects all our residents (CC).
2. Develop walkable 'Pocket Parks' in areas of the city where there are no walkable parks (CC).
3. Pursue a partnership with Northville for a Trail connection from Novi-Northville, possibly near the railroad bridge on 8 mile (CC).
4. Work with neighboring communities to complete connections through Novi to local trail systems (Airline/Huron Valley, Hines Drive, I-275) w to make Novi businesses an appealing rest stop for cyclists using the trails (CC).

5. Increase access and awareness to available City resources through a robust marketing program that understands the community and connects with the appropriate audiences.
6. Actively grow program participation through increased outreach and effective marketing campaigns.
7. Regularly evaluate park amenities to continually look for new ways to improve park infrastructure.
8. Monitor and pursue properties to acquire land to put into park use, and for conservation purposes.
9. Leverage grant funding opportunities to facilitate park improvements and align with the capital improvement plan schedule.

INVEST Properly in Being a Safe Community for All

1. Complete CAPRA re-accreditation and communicate its meaning and benefits to the community.
2. Complete a community needs assessment to properly allocate resources towards improvements and programming where the community needs it most.
3. Support aging in place for older adults within the community by providing opportunities for fitness, wellness, life-long learning, social enrichment, and support services.
4. Provide access for emergency vehicles in parks and trail systems.
5. Evaluate, update, and install wayfinding and mile marker signage on all City-owned trails.
6. Maintain park maintenance staff certification records for Playground Safety Inspection and other necessary certificates.
7. Improve parks and facility amenities for both the public and staff, including improvements for park shelters and office environments.

ACTION PLAN

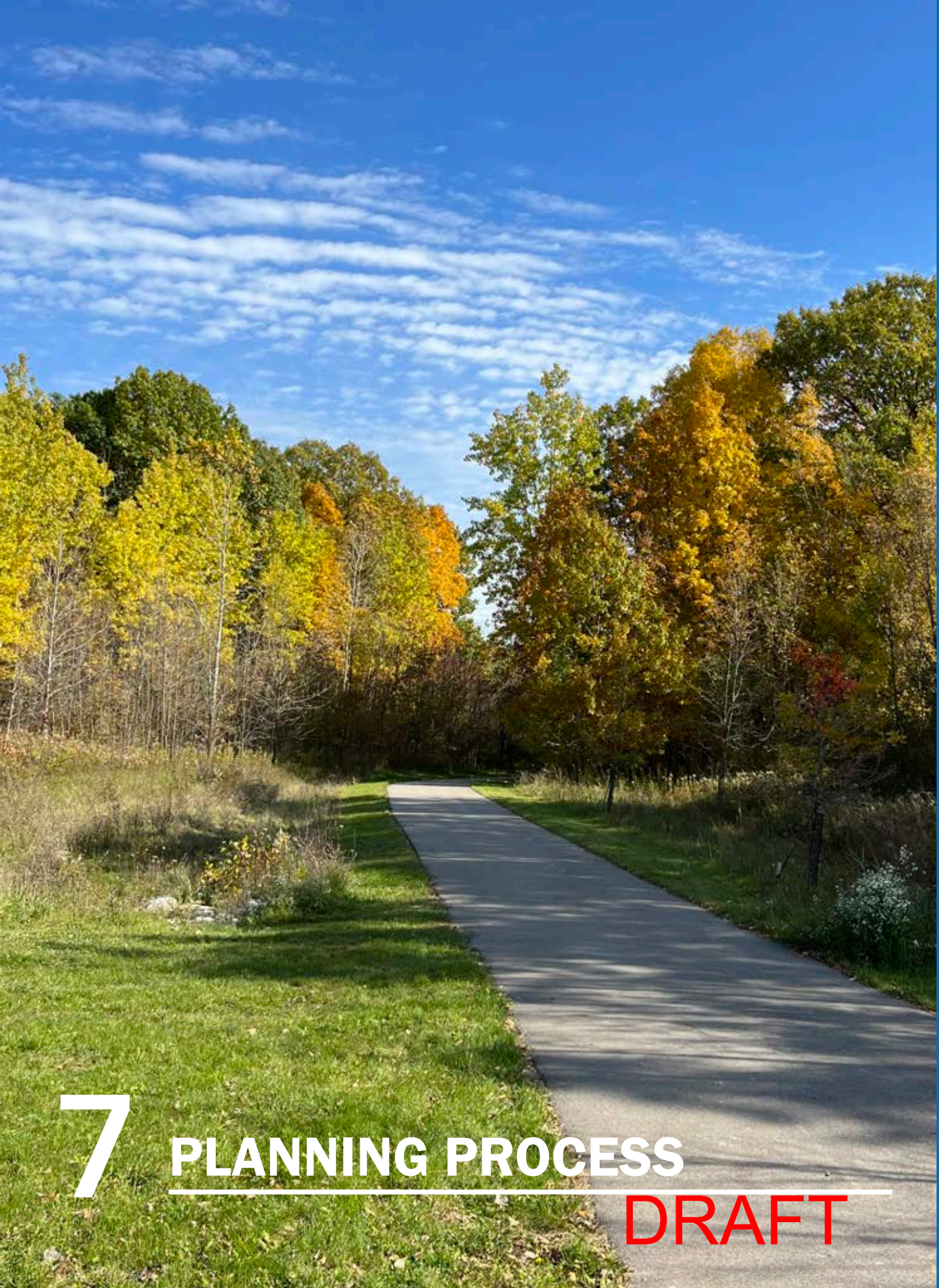
The following action plan was developed based upon information gathered from public input, demographic data, land use trends and efforts of adjacent communities. Each proposed action item is reflected within the City's Capital Improvement plan to clearly identify the target year of the project, project location, a description, an estimated range of cost to complete the project, and its revenue source. The plan covers improvements to be completed over the next five years.

These projects may be funded through grant sources such as those provided through the Michigan Department of Natural Resources (MDNR) Land and Water Conservation Fund, Michigan Natural Resources Trust Fund, Recreation Passport Grants, Waterways Program Grants, Michigan Habitat Improvement Fund Program Grants, Invasive Species Grant Program, or Wildlife Habitat Grant Program. There may also be grants available through private corporations, non-profit organizations, and other state and federal agencies.

TABLE 9 – CAPITAL IMPROVEMENT PLAN SCHEDULE

Target Year	Project Location	Project Description	Estimated Costs	Revenue Source
24-25	Ella Mae Power Park	Reconstruction of asphalt pathways throughout Ella Mae Power Park. Replacement of some concrete near the pavilion is included along with the additional drainage structures to address issues with standing water.	$380,000	Parks, Recreation & Cultural Services Fund
24-25	Meadowbrook Commons	Installation of four pickleball courts on un-used space at Meadowbrook Commons for community use. The courts will also serve as an additional amenity for Meadowbrook Commons residents.	$593,370	Senior Housing Fund
24-25	Novi Civic Center	Enhancing the stage lighting and replacing the stage.	$116,120	Parks, Recreation, & Cultural Services Fund
25-26	Ella Mae Power Park	Reconstruction of asphalt pathways throughout Ella Mae Power Park. Replacement of some concrete near the pavilion is included along with the addition of drainage structures to address issues with standing water.	$380,000	Parks, Recreation, & Cultural Services Fund
26-27	Wildlife Woods Park	Adding on pickleball courts to the existing courts, parking lot expansion to accommodate an additional 40 vehicles, and adding stairs as an alternate connection from the parking lot to the pavilion.	$600,200	Parks, Recreation, & Cultural Services Fund
26-27	Bosco Fields	Paving the entrance/access roads and parking lot with hot-mix asphalt (HMA). The parking lot would accommodate 248 vehicles plus 9 ADA accessible spaces. Additionally, existing pathways around the fields would be paved with concrete.	$1,468,200	Parks, Recreation, & Cultural Services Fund

Target Year	Project Location	Project Description	Estimated Costs	Revenue Source
26-27	Ella Mae Power Park	Rehabilitation of the parking lot. Proposed fix is 1.5" mill and resurface with 15% of the parking lot area requiring base repairs. The size of the dumpster pad in the southwest corner of the lot would be increased, removing three parking spaces.	$290,270	Parks, Recreation, & Cultural Services Fund
26-27	ITC Community Sports Park	Renovation plans expected to incorporate a variety of elements including, but not limited to, soccer fields, baseball/softball diamonds, tennis/pickleball courts, playgrounds, and redesigned parking and pathways.	$10,000,000	General Fund
26-27	ITC Park & Rotary Park	Crack seal and fill, as well as re-painting, are required approximately every 3 to 5 years on tennis courts.	$79,930	Parks, Recreation, & Cultural Services Fund
27-28	ITC Trail & Bosco Fields	Construction of a 10-foot wide asphalt pathway and 14-foot wide boardwalk to serve as a connection between the ITC Trail and Bosco Fields	$1,374,490	Parks, Recreation, & Cultural Services Fund
27-28	Wildlife Woods Park	Installation of an underdrain in the field west of the parking lot to allow the field to be used for sports. A new pavilion is also proposed at the south end of the field.	$630,790	Parks, Recreation, & Cultural Services Fund
27-28	Rotary Park	Replacement of the parking lot in-kind and maintained on an annual basis.	$167,930	Parks, Recreation, & Cultural Services Fund
28-29	Novi Cemetery	Installation of approximately 987 feet of 4-foot high black Washington aluminum fence.	$72,730	Parks, Recreation, & Cultural Services Fund
28-29	Water Tower Park	Repaving Area 1 of the Remote Control (RC) Raceway under the Novi Water Tower.	$161,700	Parks, Recreation, & Cultural Services Fund
28-29	ITC Park & Rotary Park	Reconstruction of 4 tennis courts: 2 located at Rotary Park and 2 located at ITC Park.	$350,000	Parks, Recreation, & Cultural Services Fund



7 PLANNING PROCESS

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PLANNING PROCESS

PROCESS

To ensure ongoing high-quality recreational opportunities for its residents, the City of Novi has created this Strategic Community Recreation & Master Park Plan to direct the development of its community parks, recreational facilities, and programming over the next five years. This plan represents the latest initiative by City officials to set recreational goals and objectives for the community. Additionally, it makes the City eligible for grants from the Michigan Department of Natural Resources, aiding in achieving its recreational objectives.

The City of Novi partnered with Spicer Group to assist in completing the Strategic Parks and Recreation Master Plan. Throughout the development process, the consultant collaborated closely with City staff and the Parks and Recreation Department.

During the development of this plan, three opportunities for input, participation, and review were provided.

- Online community surveys:
  - General Survey – July 9th, 2024 – July 11th, 2024
  - Targeted Survey – July 6th, 2024; (2) July 18th, 2024
- Open Houses and Community Events:
  - Superhero Showcase – July 6th, 2024
  - Open House – (2) July 18th, 2024
- 30-day review period and a public hearing held on November 25th, 2024

Using the existing information and public input gathered on the dates mentioned above, the City established its parks and recreation goals and objectives for the next five years. The City then updated its action plan to achieve these goals and objectives.

REVIEW AND ADOPTION

The consultant completed the draft of the Strategic Parks and Recreation Master Plan in September. The document was made available for public review both online and at the City of Novi Parks office for at least 30 days, from October 18th to November 17th, 2024. This review period was promoted through a local press release, the city's website, and the Recreation Department's Facebook page. The final opportunity for community input was at a public meeting on November 25, 2024, at 7:00 p.m. at the Novi Civic Center, 45175 Ten Mile Road, Novi, Michigan 48375. On the same day, the Novi City Council passed a resolution recommending the adoption of the plan.

On November 25, 2024, the Novi City Council adopted the resolution for the Strategic Parks and Recreation Master Plan. Copies of the advertisement and resolution can be found in Appendix XXX. In January 2025, copies of this plan were submitted to SEMCOG, the Oakland County Planning Commission, and the Michigan Department of Natural Resources (MDNR).

8 APPENDIX

DRAFT

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Consideration of approval of a grant agreement with the Department of Environment, Great Lakes and Energy (EGLE) in connection with the Community Energy Management Program (CEM) in the amount of $100,000.

SUBMITTING DEPARTMENT: Integrated Solutions Team – Facilities Management Division

KEY HIGHLIGHTS:

- CEMS grant funding for energy-related products is available through EGLE.
- Novi grant application approved through EGLE for the amount of $100,000.
- Grant funds utilized for an energy audit on six Novi facilities.
- The remaining grant funds are used to implement suggested changes from the audit.
- The City will pay the project cost upfront with full reimbursement of up to $100,000 from EGLE.

FINANCIAL IMPACT

	FY 24/25
REVENUE REQUIRED BUDGET	**$ 100,000**
EXPENDITURE REQUIRED BUDGET 1. CEM Expenditure	**$100,000**
APPROPRIATION REQUIRED	**$100,000**
FUND BALANCE IMPACT	**$0**
The 2nd quarter budget amendment will include an increase of $100,000 for the grant revenue and $100,000 increase in expenditures related to the grant.	

BACKGROUND INFORMATION:

The Department of Environment, Great Lakes, and Energy (EGLE) announced financial assistance to improve energy management, energy efficiency, and renewable energy through the Community Energy Management Program (CEM) earlier this year. Grant funding was made available to local governments for energy-related projects with a maximum award of $100,000 per applicant. Eligible expenditures included contractual services, supplies, materials, and equipment items. Grant awards will be distributed on a reimbursement basis only, meaning grantees must pay project costs in full prior to receiving funds from EGLE and after proper invoices, receipts, and proof of payments have been reviewed. The end date for these project submissions is August 31, 2025, with payment submissions ending on September 30, 2025. The agreement does allow for (2) one-year extensions with approval.

In June of 2024, City Staff submitted a grant application to EGLE based on the following scope of work:

Phase I: Conduct American Society of Heating, Refrigeration, and Air-Conditioning (ASHRAE) Level II Audits at six municipal facilities.

Phase II: Utilize the findings of the above audits to implement energy efficiency upgrades at these facilities with the remaining grant funds.

An ASHRAE Level II Audit aims to identify possible areas where energy and water may be conserved. The Novi Civic Center, Public Safety Building, DPW, Fire Station 4, Firearms Training Center, and Novi Ice Arena buildings will benefit the most from these energy audits. The amount of HVAC equipment, lighting, domestic water heating, appliances, roofing, insulation, bathroom fixtures, and miscellaneous equipment in these structures makes them an ideal choice for immediate energy savings. Once the energy audit has been completed, the City will receive a comprehensive report on each building showing where energy can be conserved through repairs, upgrades, or best practices. The remaining funds left in the grant after the costs of performing the audits will be utilized to implement the suggested changes to these facilities.

RECOMMENDED ACTION: Consideration of approval of a grant agreement with the Department of Environment, Great Lakes and Energy (EGLE) in connection with the Community Energy Management Program (CEM) in the amount of $100,000.

COMMUNITY ENERGY MANAGEMENT GRANT AGREEMENT

BETWEEN THE

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

AND **CITY OF NOVI**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Materials Management Division** ("State"), and **City of Novi** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in **Public Act No. 0166 of 2022** This Agreement is subject to the terms and conditions specified herein.

PROJECT INFORMATION:

Project Name: Energy Audits and Energy Efficiency Upgrades Project #: MEO-24-038

Amount of grant: $100,000 % of grant state 0 / % of grant federal 100

Amount of match: $0 = 0% PROJECT TOTAL: $100,000 (grant plus match)

Start Date (executed by EGLE): _____ End Date: 8/31/2026

GRANTEE CONTACT INFORMATION:

Name/Title: Danielle Mahoney, Assistant City Manager

Organization: City of Novi

Address: 45175 W 10 Mile Rd

City, State, ZIP: Novi, MI 48375

Phone Number: 248-347-0420

Fax Number: N/A

E-Mail Address: dmahoney@cityofnovi.org

Federal ID Number (Required for Federal Funding): 386032551

Grantee DUNs/UEI Number (Required for Federal Funding): HSCJU29TX894

SIGMA Vendor Number: CV0048776

STATE'S CONTACT INFORMATION:

Name/Title: Cody Evans, Departmental Analyst

Division/Bureau/Office: Materials Management Division (MMD)

Address: Constitution Hall, 525 W Allegan St

City, State, ZIP: Lansing, MI 48909

Phone Number: 517-930-4755

Fax Number: N/A

E-Mail Address: evansc26@michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

FOR THE GRANTEE:

	Danielle Mahoney, Assistant City Manager	
Signature	Name/Title	Date

FOR THE STATE:

	Elizabeth M. Browne, Director, MMD	
Signature	Name/Title	Date

klg 10/23/24

I. PROJECT SCOPE

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

III. CHANGES

Any changes to this Agreement other than budget line-item revisions less than five percent of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following:

Reporting Period	Due Date
January	Feb 28 or 29
February	March 31
March	April 30
April	May 31
May	June 30
June	July 31

July	August 31
August	Sept 30
September	Before October 15*
October	November 30
November	December 31
December	January 31

*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State's contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days from the End Date of the Agreement.

V. GRANTEE RESPONSIBILITIES

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq*.

XI. LIABILITY

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. ANTI-LOBBYING

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "'Lobbying' means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at www.SAM.gov to verify that its agents, and its subcontractors:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.

(2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).

(4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

(5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

Each eligible applicant must obtain a Unique Entity Identifier (UEI) and maintain an active registration with the Federal System for Award Management (SAM). The SAM website is: www.SAM.gov.

XV. AUDIT AND ACCESS TO RECORDS

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the Grantee by the State.

XVI. INSURANCE

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

XVIII. COMPENSATION

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService).

XIX. CLOSEOUT

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

XX. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

XXI. TERMINATION

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
c. Convicted under State or federal antitrust statutes; or
d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XXII. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XXIII. PREVAILING WAGE

This project is subject to the Davis-Bacon Act, 40 U S C 276a, *et seq*, which requires that prevailing wages and fringe benefits be paid to contractors and subcontractors performing on federally funded projects over $2,000 for the construction, alteration, repair (including painting and decorating) of public buildings or works.

PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

GRANTEE: City of Novi PROJECT NUMBER: MEO-24-038

FEDERAL GRANT AWARD #: DE-EE0010079

FEDERAL GRANT DETAIL: Community Energy Management Program

CFDA Name and #: State Energy Program BIL 81.041

Federal Award Project Description: The State Energy Program (SEP) provides grants to states and directs funding to state energy offices from technology programs in DOE's Office of Energy Efficiency and Renewable Energy. States use grants to address their energy priorities and program funding to adopt emerging renewable energy and energy efficiency programs.

1. Statement of Purpose

The Michigan Department of Environment, Great Lakes, and Energy is responsible for carrying-out the U.S. Department of Energy's State Energy Programs. These programs focus on the adoption and implementation of energy waste reduction and renewable energy activities. Energy Services, on behalf of the Grantor, will serve as the grantee's primary contact and will negotiate all conditions of this grant.

1.1. Statement of Work

The Grantee agrees to undertake, perform, and complete the following project: The City of Novi will conduct American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE) Level II Audits on six of its municipal facilities. With the remaining funds, the second phase will utilize the findings of these audits to implement high priority energy efficiency upgrades at these facilities.

A. Phase I: Conduct ASHRAE Level II Audits at six of the City's municipal facilities.
B. Phase II: Utilize the findings of these audits to implement high priority energy efficiency upgrades at these facilities with the remaining grant funds.

1.2. Detailed Budget

Changes in Budget of less than 5% of the total line-item amount do not require prior written approval, but Grantee must provide notice to the Grant Manager.

Changes in Budget equal to or greater than 5% of the total line-item amount will be allowed only upon prior review and written approval by the Grant Manager. A formal grant amendment must be signed by both the Grantor and Grantee.

A. If applicable, travel expenses will not be reimbursed at rates greater than the State Travel Rates, Attachment B, without prior written consent of the Grant Administrator.
B. Attachment A is the Project Budget. The grantee agrees that all funds shown in the Budget are to be spent as detailed in the Budget.
C. The Indirect Cost Rate applicable for this grant award is 0%.
D. Any single piece of equipment over $5,000 will require a Lien or Uniform Commercial Code (UCC).

1.3. Reporting and Payment Requests

A. **Progress Reports** – The Grantee shall monitor performance to assure that time schedules are being met and projected work by time period is being accomplished.
   i. The Grantee shall submit Monthly progress reports using the reporting form provided by the Grant Manager.
   ii. These reports shall be due according to the table in **Part IV** of this Agreement.

B. **Final Report** – The Final Report will include the following information:
   i. A summary of the project, including activities, outcomes, metrics, the implementation plan and any deviations from the original project as proposed, as well as any relevant next steps.
   ii. Coordinated efforts with other organizations to complete the project.
   iii. Financial expenditures of grant money and other contributions to the project, in-kind and/or direct funding.
   iv. Submission of signed closeout documents, provided by Grantor.

C. Payment Requests
   i. The Grantee shall submit project expenses monthly for reimbursement.
   ii. The following documentation must be submitted in order for the Grantee to receive their reimbursement:
      a) **Financial Status Report (FSR)** – a Financial Status Report document will be provided at the start of the grant project. The Grantee shall use this document to track the spending of grant and match funds, and to summarize their reimbursement request. In order to receive a reimbursement, the grantee will be required to sign the FSR document.
      b) **Personnel and Fringe Expenses** – an internal Payroll report detailing the employee's name or classification, hours, payrate, and fringe benefit details if applicable. If no internal payroll report is available, a spreadsheet detailing the above information.
      c) **Contractual, Supplies & Materials, Other Direct Costs** – An itemized invoice or receipt from the vendor/contractor and proof of payment of the expense. Proof of payment shall be in the form of a cancelled check, bank statement, or other ACH payment.

      For more information regarding proof of payment documentation, contact your Grant Manager.

      d) **Equipment Expenses** – Any equipment expenses more than $5,000 will require The Michigan Department of Environment Great Lakes and Energy (EGLE) be listed on a Lien or Uniform Commercial Code (UCC) for 5 years, or until the equipment depreciates to less than $5,000, whichever comes first.
      e) **Travel Expenses** – Travel Expenses must follow the State of Michigan Travel Rates outlined in Attachment B of this document. Any reduced reimbursement due to the State of Michigan Travel Rates may be used toward the Match Requirement if applicable.
   iii. If 15% or more of the grant is expended in a single quarter, payment requests may be submitted monthly instead of quarterly.
   iv. The Grantee must be up to date on all Progress Reporting Requirements to receive reimbursement.

1.4. Option to Renew

This Agreement may be renewed for up to two (2) additional one-year periods. Renewal must be by written agreement, signed by the Grantor and Grantee, and will automatically extend the Term of this Agreement.

2. General Provisions

2.1. Project Income

To the extent that it can be determined that interest was earned on advances of funds, such interest shall be remitted to the Grantor. All other program income shall either be added to the project budget and used to further eligible program objectives or deducted from the total program budget for the purpose of determining the amount of reimbursable costs. The final determination shall be made by the Grant Administrator.

2.2. Share-in-savings

The Grantor expects to share in any cost savings realized by the Grantee. Therefore, final Grantee reimbursement will be based on actual expenditures. Additional exceptions must be approved in writing by the Grant Administrator.

2.3. Purchase of Equipment

The purchases of equipment not specifically listed in the Budget, Attachment A, must have prior written approval of the Grant Administrator. Equipment is defined as non-expendable personal property having a useful life of more than one year and a true value of $5,000 or more. Such equipment shall be retained by the Grantee unless otherwise specified at the time of approval. All equipment purchased with grant funds shall comply with applicable law, including regulations contained in 2 CFR Part 200 as amended by 2 CFR Part 910, 10 CFR Part 420 and other procedures applicable to this regulation as DOE may, from time-to-time, prescribe for the administration of financial assistance. To the greatest extent practicable, all equipment and products purchased with funds made available under this award should be Michigan-made as a first choice, or American-made.

2.4. Accounting

The Grantee shall adhere to the Generally Accepted Accounting Principles and maintain records which will allow, at a minimum, for the comparison of actual outlays with budgeted amounts. The Grantee’s overall financial management system must ensure effective control over and accountability for all funds received. Accounting records must be supported by source documentation including, but not limited to, balance sheets, general ledgers, time sheets and invoices. The expenditure of state funds shall be reported by line item and compared to the Budget.

2.5. Competitive Bidding

The Grantee agrees that all procurement transactions involving the use of state funds shall be conducted in a manner that provides maximum open and free competition. When competitive selection is not feasible or practical, the Grantee agrees to obtain written approval of the Grant Administrator before making a sole source selection. Sole source contracts should be negotiated to the extent that negotiation is possible.

3. Materials and Information

3.1. Intellectual Property

License to Grantor

Grantee grants to the Grantor a non-exclusive, royalty-free, site-wide, irrevocable, transferable license to use the Deliverables and related documentation according to the terms and conditions of this Agreement. For the purposes of this license, "site-wide" includes any State of Michigan office regardless of its physical location.
The Grantor may modify the Deliverable and may combine the Deliverable with other programs or materials to form a derivative work. The Grantor will own and hold all copyright, trademarks, patent, and other intellectual property rights in any derivative work, excluding any rights or interest in Deliverable other than those granted in this Agreement.

The Grantor may copy each Deliverable to multiple hard drives or networks unless otherwise agreed by the parties.

The Grantor will make and maintain no more than one archival copy of each Deliverable, and each copy will contain all legends and notices and will be subject to the same conditions and restrictions as the original. The Grantor may also make copies of the Deliverable in the course of routine backups for the purpose of recovery of contents.

3.2. Media Releases and Publications

New releases (including promotional literature and commercial advertisements) pertaining to the Grant or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State. An acknowledgement of DOE and Energy Services support and a disclaimer must appear in the publication of any material, whether copyrighted or not, based on or developed under this project, as follows:

Acknowledgement: "This material is based upon work supported by the Department of Energy and the Michigan Department of Environment, Great Lakes and Energy under Award Number(s) DE-EE0010079."

Disclaimer: "This report was prepared as an account of work sponsored by an agency of the United States Government. Neither the United States Government nor any agency thereof, nor any of their employees, makes any warranty, express or implied, or assumed any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, apparatus, product, or process disclosed, or represents that its use would not infringe privately owned rights. Reference herein to any specific commercial product, process, or service by trad name, trademark, manufacturer, or otherwise does not necessarily constitute or imply its endorsement, recommendation, or favoring by the United States Government or any agency thereof. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof."

3.3. Website Incorporation

The State is not bound by any content on the Grantee's website unless expressly incorporated directly into this Grant Agreement.

4. Other Provisions

4.1. Safety

The Grantee, and all subgrantees are responsible for ensuring that all precautions are exercised at all times for the protection of persons and property. Safety provisions of all Applicable Laws and building and construction codes shall be observed. The Grantee, and every subgrantee, are responsible for compliance with all federal, state and local laws and regulations in any manner affecting the work or performance of this Agreement and shall at all times carefully observe and comply with all rules, ordinances, and regulations. The Grantee, and all subgrantees, shall secure all necessary certificates and permits from municipal or other public authorities as may be required in connection with the performance of this agreement.

4.2. General Indemnification

Inasmuch as each party to this grant is a governmental entity of the State of Michigan, each party to this grant must seek its own legal representation and bear its own costs; including judgments, in any litigation which may arise from the performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

4.3. Force Majeure

Neither party will be in breach of this Grant because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Grantee will not be relieved of a breach or delay caused by its subgrantees. If immediate performance is necessary to ensure public health and safety, the State may immediately Grant with a third party.

4.4. Governing Law

This Grant is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Grant are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this Grant must be resolved in Michigan Court of Claims. Grantee consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or forum non conveniens. Grantee must appoint agents in Michigan to receive service of process.

4.5. Disclosure of Litigation, or Other Proceeding

Grantee must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, “Proceeding”) involving Grantee, a subgrantee, or an officer or director of Grantee or subgrantee, that arises during the term of the Grant, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Grantee’s viability or financial stability; or (2) a governmental or public entity’s claim or written allegation of fraud; or (e) a Proceeding involving any license that Grantee is required to possess in order to perform under this Grant.

4.6. Dispute Resolution

The parties will endeavor to resolve any Grant dispute in accordance with this provision. The dispute will be referred to the parties' respective Grant Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit

the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Grant.

4.7. Recapture

The Grantee is hereby notified and hereby acknowledges that the Grant is subject to recapture and that the Grantee will incur an Obligation to repay the Grant (the "Recapture Obligation") immediately, in full, if:

A. It fails to comply with the Statement of work specifically described in **Part 1.1** of this Appendix A.
B. It sells, exchanges, or disposes of any equipment greater than $5,000 described in Attachment A of this Agreement without the Grantor's written approval; or
C. The U.S. Department of Energy determines that there has been a default under the Agreement and seeks reimbursement from the Grantor. In the event that the Grantee becomes liable for a Recapture Obligation, it shall satisfy the Recapture Obligation within the time specified in the written notice thereof to the Grantee by the Grantor.
D. The Grantee's obligation under this Section shall survive the term of this Agreement.

5. Severability

If any part of this Grant is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Grant and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Grant will continue in full force and effect.

5.1. Waiver

Failure to enforce any provision of this Grant will not constitute a waiver.

5.2. Grant of Security Interest

The Grantee hereby grants the Grantor, for the benefit of the Grantor, a security interest in and continuing Lien on all Grantee's right, title, and interest in, to and under all personal property, equipment, and assets listed in Attachment A.

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Addendum to Part II – General Provisions
HISTORIC PRESERVATION

Prior to the expenditure of Federal funds to alter any structure or site, the Recipient is required to comply with the requirements of Section 106 of the National Historic Preservation Act (NHPA), consistent with DOE's 2009 letter of delegation of authority regarding the NHPA. Section 106 applies to historic properties that are listed in or eligible for listing in the National Register of Historic Places. In order to fulfill the requirements of Section 106, the recipient must contact the State Historic Preservation Officer (SHPO), and, if applicable, the Tribal Historic Preservation Officer (THPO), to coordinate the Section 106 review outlined in 36 CFR Part 800. SHPO contact information is available at the following link: http://www.ncshpo.org/find/index.htm. THPO contact information is available at the following link: http://www.nathpo.org/map.html.

Section 110(k) of the NHPA applies to DOE funded activities. Recipients shall avoid taking any action that results in an adverse effect to historic properties pending compliance with Section 106.

Recipients should be aware that the DOE Contracting Officer will consider the recipient in compliance with Section 106 of the NHPA only after the Recipient has submitted adequate background documentation to the SHPO/THPO for its review, and the SHPO/THPO has provided written concurrence to the Recipient that it does not object to its Section 106 finding or determination. Recipient shall provide a copy of this concurrence to the Contracting Officer.

NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) REQUIREMENTS

The Michigan Energy Office (MEO) must comply with the National Environmental Policy Act (NEPA) prior to authorizing the use of federal funds. The bounded categories categorically excluded, listed below, require no further NEPA review, absent extraordinary circumstances, cumulative impacts, or connected actions that may lead to significant impacts on the environment, or any inconsistency with "integral elements" (as contained in 10 C.F.R. Part 1021, Appendix B) as they relate to a particular project. The Recipient is thereby authorized to use federal funds for the defined project activities.

If the Recipient later intends to add to or modify activities not included in the bounded categories below, those new activities or modified activities are subject to additional NEPA review and are not authorized for federal funding until the Contracting Officer provides approval on those additions or modifications. Recipients are restricted from taking any action using federal funds, which would have an adverse effect on the environment or limit the choice of reasonable alternatives prior to authorization from the Contracting Officer. Should the Recipient elect to undertake activities prior to authorization from the Contracting Officer, the Recipient does so at risk of not receiving federal funding and such costs may not be recognized as allowable.

These are the bounded categories that have been categorically excluded, and require no additional NEPA review:

1. Administrative activities associated with management of the designated State Energy Office and management of programs and strategies to encourage energy waste reduction and renewable energy.
2. Development and implementation of programs and strategies to encourage energy waste reduction and renewable energy
3. Funding energy efficiency retrofits, provided that projects are limited to:

a) installation of insulation;

b) installation of energy efficient lighting;

c) HVAC upgrades;

d) weather sealing;

e) purchase and installation of ENERGY STAR appliances;

f) replacement of windows and doors;

g) high efficiency shower/faucet upgrades; and

h) installation of solar powered appliances with improved efficiency.

4. Development, implementation, and installation of onsite renewable energy technology that generates electricity from renewable resources, provided that projects are limited to:

   a) Solar Electricity/Photovoltaic - appropriately sized system or unit on existing rooftops and parking shade structures; or a 60 kW system or smaller unit installed on the ground within the boundaries of an existing facility.

   b) Wind Turbine - 20 kW or smaller.

   c) Solar Thermal - system must be 20 kW or smaller.

   d) Solar Thermal Hot Water - appropriately sized for residences or small commercial buildings.

   e) Ground Source Heat Pump - 5.5 tons of capacity or smaller, horizontal/vertical, ground, closed-loop system.

   f) Combined Heat and Power System - boilers sized appropriately for the buildings in which they are located.

   g) Biomass Thermal - 3 MMBTUs per hour or smaller system with appropriate Best Available Control Technologies (BACT) installed and operated.

5. Development, implementation and installation of energy efficient or renewable energy-powered emergency systems (lighting, cooling, heat, shelter) installed in existing buildings and facilities.

6. Installation of alternative fueling pumps and systems (but not storage tanks) installed on existing facilities (other than a large biorefinery); purchase of alternative fuel vehicles.

7. Development and implementation of training programs.

8. Development and implementation of building codes and inspection services, and associated training and enforcement of such codes in order to support code compliance and promote building energy waste reduction.

Implementing financial incentive programs such as rebates and energy savings performance contracts for existing facilities or for energy efficient equipment, provided that the incentives are not so large that they would be deemed to be grants that create projects that would not otherwise exist. (For example, giving a wind farm that cost $100 million a sum of $50 million and calling it a rebate would not fall within this Bounded Category).

BUILD AMERICA, BUY AMERICA ACT REQUIREMENTS

The Build America, Buy America Act (BABA), enacted as part of the Infrastructure Investment and Jobs Act, established a domestic content procurement preference for all federal financial assistance obligated for infrastructure projects after May 14, 2022.

Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

1. All iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
2. All manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
3. All construction materials[1] are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project, but are not an integral part of the structure or permanently affixed to the infrastructure project.

“Construction materials” includes an article, material, or supply—other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of:

- Non-ferrous metals;
- Plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- Glass (including optic glass);
- Lumber; or
- Drywall.

“Domestic content procurement preference’’ means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

“Infrastructure” includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime

[1] Excludes cement and cementitious materials, aggregates such as stone, sand, or gravel, or aggregate binding agents or additives.

facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy.

‘‘Project’’ means the construction, alteration, maintenance, or repair of infrastructure in the United States.

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Attachment A: Project Budget

FY25 Community Energy Management Program

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

MATERIALS MANAGEMENT DIVISION

STATE ENERGY PROGRAM

FINANCIAL STATUS REPORT

Grantee / Vendor Name: City of Novi

Vendor Number: CV0048776

Project Name: Energy Audits and Energy Efficiency Upgrades

Grant Given Number:

Contract Date **From:** **To:** 8/31/2026

Contact Name: Danielle Mahoney, Assistant City Manager **Contact Number:** 248-347-0420

Contact Email: dmahoney@cityofnovi.org

Category	Category Number	Amount
Salary and Benefits	1	
Contractual	2	$100,000
Equipment	3	
Supplies	4	
Travel	5	
Category Subtotal		**$ 100,000**

INDIRECT BUDGET	Percentage		
		$	-
PROJECT BUDGET			
Total		$	-

MATCH BUDGET	Percentage		
Total		$	-
GRANT BUDGET			
Total		$	100,000

Retention Rate: 0%

Attachment B: State of Michigan Travel Rates

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET,
VEHICLE AND TRAVEL SERVICES
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective January 1, 2024

MICHIGAN SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	$85.00	
Breakfast	$11.75	$14.75
Lunch	$11.75	$14.75
Dinner	$28.00	$31.00

MICHIGAN IN-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	$85.00	
Breakfast	$9.75	$12.75
Lunch	$9.75	$12.75
Dinner	$22.00	$25.00

Lodging	$51.00
Breakfast	$9.75
Lunch	$9.75
Dinner	$22.00
Per Diem Total	**$92.50**

OUT-OF-STATE SELECT CITIES*

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact Conlin Travel	
Breakfast	$15.00	$18.00
Lunch	$15.00	$18.00
Dinner	$29.00	$32.00

OUT-OF-STATE ALL OTHER

	Individual	Group Meeting (pre-arranged and approved)
Lodging**	Contact Conlin Travel	
Breakfast	$11.75	$14.75
Lunch	$11.75	$14.75
Dinner	$27.00	$30.00

Lodging	$51.00
Breakfast	$11.75
Lunch	$11.75
Dinner	$27.00
Per Diem Total	**$101.50**

Incidental Costs Per Day (with overnight stay) $5.00

Mileage Rates	**Current**
Premium Rate	$0.67 per mile
Standard Rate	$0.440 per mile

* See Select Cities Listing
** Lodging available at State rate, or call Conlin Travel at 877-654-2179 or www.conlintravelhub.com/som

SELECT CITY LIST
SCHEDULE OF TRAVEL RATES FOR CLASSIFIED AND UNCLASSIFIED EMPLOYEES
Effective October 1, 2023

Michigan Select Cities/Counties		
	CITIES	**COUNTIES**
	Ann Arbor, Auburn Hills, Beaver Island, Detroit, Grand Rapids, Holland, Leland, Mackinac Island, Petoskey, Pontiac, South Haven, Traverse City	Grand Traverse, Oakland, Wayne
Out of State Select Cities/Counties		
STATE	**CITIES**	**COUNTIES**
Alaska	All locations	
Arizona	Phoenix, Scottsdale, Sedona	
California	Arcata, Edwards AFB, Eureka, Los Angeles, Mammoth Lakes, McKinleyville, Mill Valley, Monterey, Novato, Palm Springs, San Diego, San Francisco, San Rafael, Santa Barbara, Santa Monica, South Lake Tahoe, Truckee, Yosemite National Park	Los Angeles, Mendocino, Orange, Ventura
Colorado	Aspen, Breckenridge, Grand Lake, Silverthorne, Steamboat Springs, Telluride, Vail	
Connecticut	Bridgeport, Danbury	
District of Columbia	Washington DC (See also Maryland & Virginia)	
Florida	Boca Raton, Delray Beach, Ft Lauderdale, Jupiter, Key West, Miami	
Georgia	Brunswick, Jekyll Island	
Hawaii	All locations	
Idaho	Ketchum, Sun Valley	
Illinois	Chicago	Cook, Lake
Kentucky	Kenton	
Louisiana	New Orleans	
Maine	Bar Harbor, Kennebunk, Kittery, Rockport, Sandford	
Maryland	Baltimore City, Ocean City	Montgomery, Prince George
Massachusetts	Boston, Burlington, Cambridge, Martha's Vineyard, Woburn	Suffolk
Minnesota	Duluth, Minneapolis, St. Paul	Hennepin, Ramsey
Nevada	Las Vegas	
New Mexico	Santa Fe	
New York	Bronx, Brooklyn, Lake Placid, Manhattan, Melville, New Rochelle, Queens, Riverhead, Ronkonkoma, Staten Island, Tarrytown, White Plaines	Suffolk
Ohio	Cincinnati	
Pennsylvania	Pittsburgh	Bucks
Puerto Rico	All locations	
Rhode Island	Bristol, Jamestown, Middletown, Newport, Providence	Newport
Texas	Austin, Dallas, Houston, L.B. Johnson Space Center	
Utah	Park City	Summit
Vermont	Manchester, Montpelier, Stowe	Lamoille
Virginia	Alexandria, Fairfax, Falls Church	Arlington, Fairfax
Washington	Port Angeles, Port Townsend, Seattle	
Wyoming	Jackson, Pinedale	

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-NondiscriminationCC@Michigan.gov or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

Energy Audit Report

REPORT DATE: Date

PROPERTY INFORMATION:
Client Project Name
Property Address
City, County County, State Zip

PROJECT INFORMATION:
AEI Project No. Sample Project
Site Assessment Date: Date

PREPARED FOR:
Client Name
Client Address
Client City, State Zip Code

PREPARED BY:
AEI Consultants - Corporate Headquarters
2500 Camino Diablo
Walnut Creek, California 94597

1.800.801.3224
www.aeiconsultants.com

Date

Client Contact Name
Client Name
Client Address
Client City, State Zip Code

Subject: **Energy Audit Report**
Client Project Name
Property Address
City, State Zip
AEI Project No. Sample Project

Dear Client Contact Name:

AEI Consultants is pleased to provide the *Energy Audit Report* of the above referenced property. This assessment was authorized and performed in accordance with the scope of services engaged.

We appreciate the opportunity to provide services to you. If you have any questions concerning this report, or if we can assist you in any other matter, please contact me at Phone Number or Email Address.

Sincerely,

Brian Morgan

AEI Contact
AEI Consultants

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1.0 CERTIFICATION/DISCLAIMER

AEI has completed an Energy Audit for the Property located at Property Address, City, County County, State (the "Property"). AEI visited the site on Date.

The energy conservation opportunities contained in this report have been reviewed for technical accuracy. The reader is reminded that energy savings ultimately depend on variable factors including occupant behavior, weather, and quality of installation. Estimated installation costs are based on a variety of sources, including our own experience at similar facilities, our own pricing research using local contractors and vendors, and cost handbooks such as those produced by RS Means. The cost estimates represent the best judgment of the auditors for the proposed action. The Owner is encouraged to confirm these cost estimates independently since actual installed costs can vary widely for a particular installation. AEI does not guarantee installed cost estimates and shall in no event be liable should actual installed costs vary from the estimated costs herein.

AEI does not guarantee the costs savings estimated in this report. AEI shall in no event be liable should the actual energy savings vary from the savings estimated herein.

AEI certifies that it has no undisclosed interest in the Property and that AEI’s employment and compensation are not contingent upon the findings or estimated costs to remedy any deficiencies due to deferred maintenance and any noted component or system replacements.

2.0 EXECUTIVE SUMMARY

AEI Consultants (AEI) was retained by Client Name to conduct an ASHRAE Level II Energy Audit, in conformance with the scope and limitations of ASHRAE *Procedures for Commercial Building Energy Audits*, Second Edition (2011), and ANSI/ASHRAE/ACCA Standard 211-2018, *Standard for Commercial Building Energy Audits* for the Property located at Property Address, City, County County, State (the "Property"). The Energy Efficiency Measures (EEMs) from the audit will be used to prepare a Statement of Energy Design Intent showing the effect of energy use reduction on the energy performance score.

2.1 Energy Audit - Purpose and Scope

AEI has performed a comprehensive analysis of the Property to identify possible areas where Energy and Water may be conserved. The areas being considered include HVAC equipment, lighting, domestic water heating, appliances, fenestrations, insulation, roofing, bathroom fixtures, and miscellaneous equipment. AEI may also use infrared thermography to identify areas that may be losing energy.

Utility Analysis

AEI has performed a comprehensive utility analysis to determine the Energy and Water consumption of the buildings. The analysis utilizes at least 12 months of common area utility bills and as many tenant utility bills as possible. By observing peak loads during the year, a baseline for energy and water consumption can be determined.

Energy Audit Process

Where possible, in addition to the Site Survey, AEI has utilized construction drawings, interviews, repair records, etc. to determine the actual current efficiency of the Property's building envelopes and equipment.

Accuracy of Analysis

AEI used energy use simulation tools and spreadsheet calculations that base estimated savings on the as-built facility and energy consuming equipment's current operating condition. The simple payback calculations are based on the labor and material cost of the new equipment divided by the cost savings per year. AEI shall not be responsible for equipment that may not reach the end of its useful life or costs more to operate than noted in the EEMs.

Current Energy Code

The energy code adopted by State at the time of this report is 2021 International Energy Conservation Code (2021 IECC) or equivalent for Residential//Commercial construction. [https://www.energycodes.gov/status-state-energy-code-adoption]

2.2 Summary of Energy Efficiency Measures (EEMs)

The following table presents the ASHRAE Energy Efficiency Measure table from *Procedures for Commercial Building Energy Audits*. Note that the water savings do not register in the tables. We have included our Energy and Water Efficiency Measure tables later in this report.

EEM Summary

		ANNUAL ENERGY & COST SAVINGS			PAYBACK WITH INCENTIVE				
Measure Number	Measure Description	Electricity Savings (kWh)	Gas/Fuel Savings (Therms)	Total Cost Savings	Measure Cost	Potential Utility Incentive	Net Measure Cost	NPV*	Simple Payback (Year)
EEM-1	Program Supply Temperature Reset (approximately 2.5 F) from 48 F to 50.5 F for the LAB AHU's at Building 1	102,261	20,450	$26,770	$5,500		$5,500	$176,903	0.2
EEM-2	Program Supply Temperature Reset (approximately 3 F) from 55 F to 58 F for the three Packaged Rooftop Units at Building 1	108,137	11,772	$19,984	$7,500		$7,500	$128,666	0.4
EEM-3	Program Demand Control Ventilation for the three Packaged Rooftop Units at Building 1, and install CO2 sensors at the office spaces	29,350	-	$2,725	$7,500		$7,500	$11,065	2.8
EEM-4	Provide Daylight Controls Near Skylights and Exterior Glass	3,264	-	$303	$720		$720	$1,142	2.4
EEM-5	Install 35 kW DC Solar PV system on available roof area-Since roof area is limited, a ground mount or placement at parking garage roof is possible. (Approximately 100 modules.) Note that a 30% Federal Investment Tax Credit is available for commercial systems, or a production credit of $0.026/kWh of production credit for commercial systems, if the systems meet labor requirements issued by the Treasury Department, but neither are included in the pricing.	50,315	-	$4,671	$113,750	$34,125	$79,625	($39,859)	17.0
TOTALS (Recommended Measures)		293,327	32,222	$54,453	$134,970	$34,125	$100,845	$277,916	1.9

2.3 Energy and Water Efficiency Measures (EWEM) Table

The following EWEMs have been analyzed using calculations based on occupant usage, localized climate conditions, HVAC and ventilation operating hours, and lighting hours. The HVAC operating hours are approximations and may vary depending on the severity of the weather. Water consumption is based on the number of occupants and assumed running times for water consuming devices. The Property has been carefully evaluated for the EWEMs. The chart shows the initial investment, utility savings, utility cost savings, and paybacks for each EWEM. The utility cost increase over the life of the EWEMs implemented was not considered as a factor in the cost savings calculations.

EWEM Summary

EWEM Summary Description	Initial Cost	Electric Savings kWh	Gas Savings Therm	Water/ Sewer Savings kGal	Annual Utility $ Savings	Simple Pay Back (Years)	Owner % Energy Savings	Owner % Water Savings	Projected GHG Emissions Reduction MTCO2e
Program Supply Temperature Reset (approximately 2.5 F) from 48 F to 50.5 F for the LAB AHU's at Building 1801	$5,500	102,261	20,450	0	$26,770	0.2	4.42%	0.00%	140.16
Program Supply Temperature Reset (approximately 3 F) from 55 F to 58 F for the Packaged Rooftop Units at Building 1	$7,500	108,137	11,772	0	$19,927	0.4	2.85%	0.00%	96.30
Program Demand Control Ventilation for the three Packaged Rooftop Units at Building 1, and install CO2 sensors at the office spaces	$7,500	29,350	0	0	$2,725	2.8	0.18%	0.00%	9.30
Provide Daylight Controls Near Skylights and Exterior Glass	$720	3,264	0	0	$303	2.4	0.02%	0.00%	1.03
Install 35 kW DC Solar PV system on available roof area- Since roof area is limited, a ground mount or placement at parking garage roof is possible. (Approximately 100 modules.) Note that a 30% Federal Investment Tax Credit is available for commercial systems, or a production credit of $0.026/kWh of production credit for commercial systems, if the systems meet labor requirements issued by the Treasury Department, but neither are included in the pricing.	$113,750	50,315	0	0	$4,670	24.4	0.32%	0.00%	15.94
Totals	$134,970	293,327	32,222	0	$27,229	4.96	7.79%	0.00%	262.73

2.4 ENERGY BENCHMARKING

The owner obtained whole Property utility data from the utility company. The campus' energy use was input into Energy Star Portfolio Manager to produce a baseline year Statement of Energy Performance (SEP) score. However, for this property type, a SEP score cannot be produced. The site energy use intensity (EUI) is calculated to be 278 kBtu/ft^2 and the National Median site EUI is 175 kBtu/ft^2.

3.0 BACKGROUND

3.1 PROPERTY DESCRIPTION

The Property is a parcel totaling approximately 20.38 acres and is located at Property Address in a commercial area of City, State. The Property is improved with One commercial building with lab in One two story building with other stories added recently in the major renovation. The older portion of the building was previously operated as department store in the early 1950's.
The net rentable area of all the combined units is 195,000 square feet and the gross building area of the Property is 195,000 square feet. The Property was originally developed in 1950 and underwent a substantial renovation in 2014.

The facility description is as follows: Property. follows the science, to find new ways to manage rare and often hard-to-treat diseases. By deciphering new pathways, and to discover first-of-their-kind treatments.

Since their start in 2002 with a small number of scientists, chemists and biologists in City, State, Client Name has grown into a global organization with a robust portfolio of treatments across Oncology and Inflammation & Autoimmunity. Today this passion for innovation is stronger than ever with a team of more than 2,000 employees.

The company takes a comprehensive approach to identifying new treatments for patients with cancer, enabling the company to explore both single agents and combinations of targeted and immuno-therapies from both within and beyond their portfolio. The company appears to collaborate with major universities and other companies to bring additional discovery platforms and therapeutics forward. Incyte's targeted therapy discovery efforts focus on identifying therapeutic intervention points within interdependent pathways that drive tumor growth, enabling them to leverage cross-program knowledge. Complementary to that is their immuno-therapy discovery strategy, which is built on a deep understanding of functional genomics, pharmacodynamics and state-of-the-art bioinformatics. Insights into the nuances of immune surveillance in health and disease are leading us to new opportunities to harness the immune system to fight cancer. The facility has world-class chemistry and biology groups to apply these learnings to develop small molecule, monoclonal antibody and bispecific antibody drug candidates for clinical testing.

As a result of the vast research several process systems (mainly industrial lab ventilation systems) are used for scientific and biologic research into various diseases including cancer. Several hundred lab fume hoods are used in conjunction with conducting research and clinical trials.

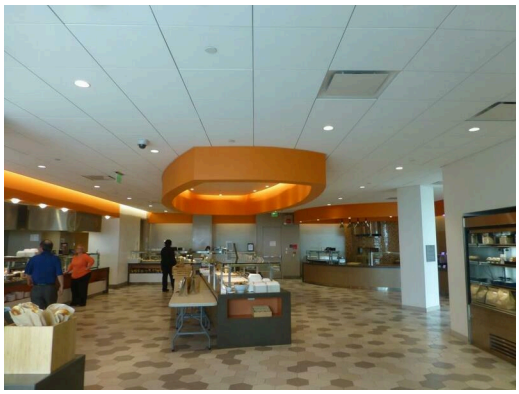
Amenities include a central cafeteria room with kitchen which is quite large in floor space. The Property does have an in-ground automatic sprinkler system.

The Project Team assessed a representative sample of the tenant spaces. The assessment also included the roof, parking areas and structures, building operational and structural components, and all exterior and common areas.

The site contact was Key Site Manager Name; phone: (215) 917-5226

Photographs

Side Elevation at the Building



LED Lights Lunch Area

Office LED Lighting-Typical

Rooftop at Bldg 1

Existing Energy and Water Efficiency Measures at the Property

The following existing energy and water efficiency improvements were observed at the subject property:

1. High efficiency LED lighting for most areas
2. Double glazed metal framed windows
3. High efficiency air handling units with integrated variable speed drives
4. Occupancy sensors for all major lighting zones in the corridor and private offices
5. Occupancy sensor camera devices as part of the phoenix control valves at all lab spaces
6. CHW and HHW pumps equipped programmed for variable flow and variable speed drives
7. Programmable thermostats and Central EMS system which controls all the Lab exhaust fans, air handling units, and the three large packaged rooftop units.

3.2 Occupancy and Use Schedules

The facility consists of several office spaces and lab spaces which emcompass a large percentage of building 1. The estimated occupancy schedule is shown below.

Occupancy Schedule

Space	# of Occupants	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Leasing Office	800	9 hours	9 hours	9 hours	9 hours	9 hours	0	0
Lab Spaces	1000	24/7	24/7	24/7	24/7	24/7	24/7	24/7
Facility office	15 (Estimated)	8 hours	8 hours	8 hours	8 hours	8 hours	4 hours-estimated	0
Cafeteria	200-depending on lunch and breakfast schedules	4 hours	4 hours	4 hours	4 hours	4 hours	0	0

3.3 Utility Analysis

The utility analysis covers the period of September 2022 to August 2023 and is based on bills obtained from the property owner. In the case of tenant bills a sample is normally used to establish an average energy consumption for the different size units. Both the electric and gas utilities are then converted to a common unit (kBtu's) so that the total energy can be examined and project an Energy Use and Cost Intensity for the property. The EUI can then be used to compare the property against similar properties to determine how efficiently the building is being operated.

EEM Summary Table		
Current Building Energy Usage	54,203,297	kBtu
Current Building Energy Cost	$904,650	$$$
Proposed Energy Savings	4,223,318	kBtu
Proposed Energy Cost Savings	$27,229	$$$
Energy Savings	7.8%	%
Energy Cost Savings	3.0%	%
Investment for ECM's	$134,970	$$$
Payback for Investments	4.96	Years
Site Energy Use		
Current Electric Site Energy	23,813,240	kBtu
Current Natural Gas Site Energy	30,390,056	kBtu
Total Building Area	185,000	SF
Proposed Electric Savings (kBtu)	1,001,125	kBtu
Proposed Gas Savings (kBtu)	3,222,193	kBtu
Site Energy Use Intensity		
Current Site Energy Use Intensity	277.97	kBtu/SF
Proposed Site Energy Use Intensity	256.31	kBtu/SF
Site Greenhouse Gas Emissions		
Current Site GHG Emissions	3812.69	MTCO2e/Yr
Proposed Site GHG Emissions	3549.96	MTCO2e/Yr
Source Energy Use Intensity		
Current Source Energy Use Intensity	505.57	kBtu/SF
Proposed Source Energy Use Intensity	473.85	kBtu/SF

3.3.1 Utility Providers

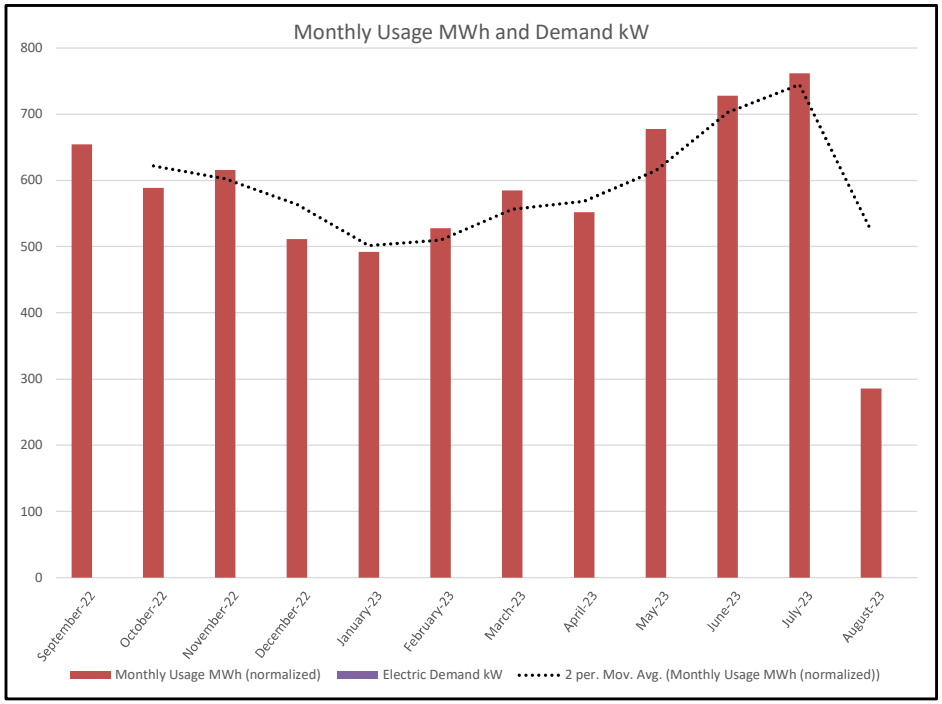
Utility Type	Utility Provider Name
Electricity	Utility Provider
Natural Gas	Utility Provider
Water	Utility Provider
Sewage Disposal/Treatment	Utility Provider

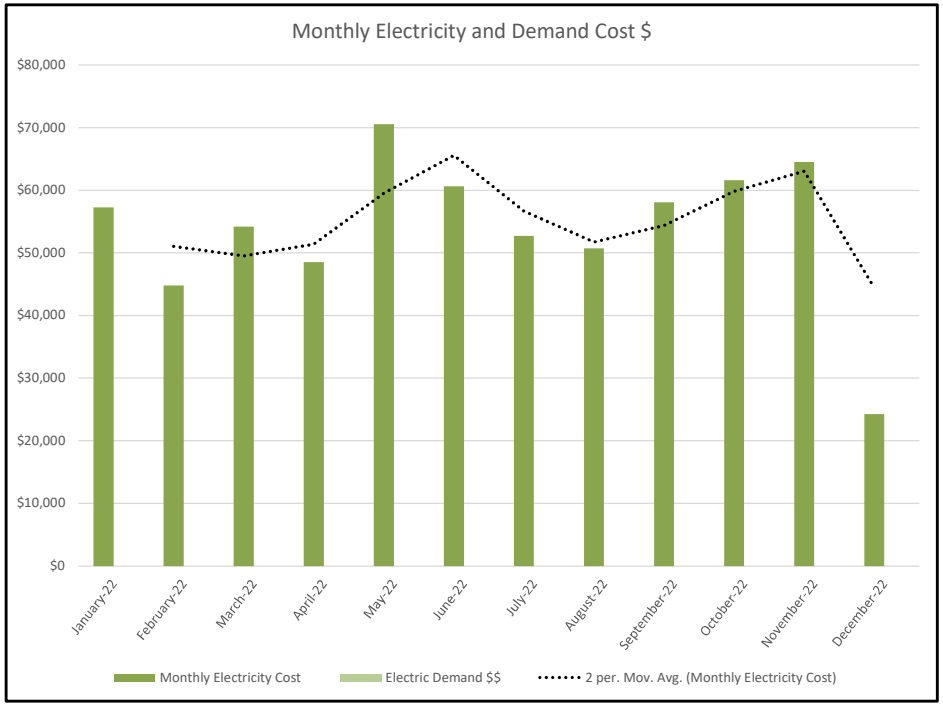
3.3.2 Electricity

The chart below shows the monthly consumption and cost of electric power for the Property. The cost per kWh is calculated in the fourth column. The bottom row shows the annual electrical power consumption and cost for the Property.

Electricity Chart

Billing Month & Year	Monthly Electricity Usage (kWh)	Monthly Electricity Cost	Cost per kWh	kBTU Usage (kWh x 3.41)
September-22	654,630	$57,271	$0.09	2,233,598
October-22	588,902	$44,821	$0.08	2,009,334
November-22	615,968	$54,232	$0.09	2,101,683
December-22	511,272	$48,552	$0.09	1,744,460
January-23	491,712	$70,517	$0.14	1,677,721
February-23	527,684	$60,612	$0.11	1,800,456
March-23	584,849	$52,721	$0.09	1,995,505
April-23	551,960	$50,730	$0.09	1,883,288
May-23	677,398	$58,043	$0.09	2,311,282
June-23	727,726	$61,600	$0.08	2,483,001
July-23	761,546	$64,518	$0.08	2,598,395
August-23	285,615	$24,286	$0.09	974,518
Annual Electricity Usage & Cost:	6,979,262	$647,902	$0.09	23,813,240

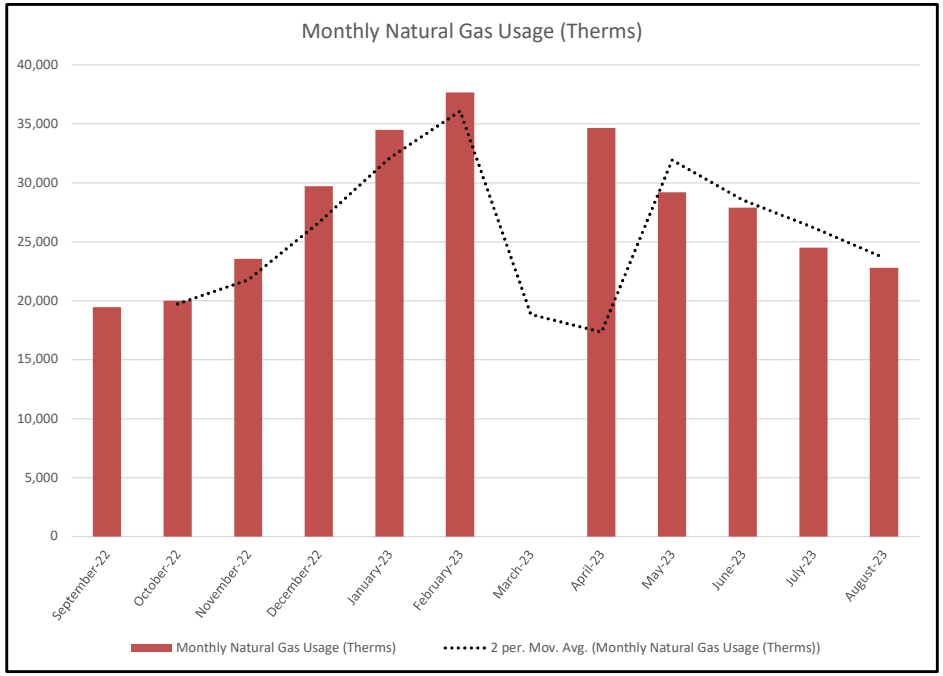

Monthly Usage MWh and Demand kW
800
700
600
500
400
300
200
100
0
September-22
October-22
November-22
December-22
January-23
February-23
March-23
April-23
May-23
June-23
July-23
August-23
Monthly Usage MWh (normalized)
Electric Demand kW
2 per. Mov. Avg. (Monthly Usage MWh (normalized))

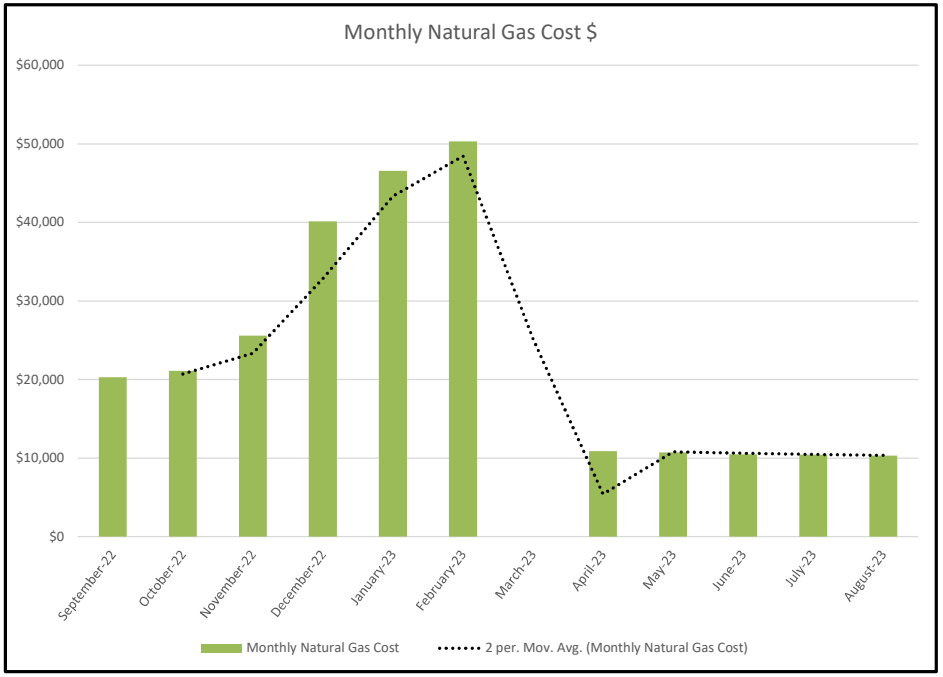

Monthly Electricity and Demand Cost $
$80,000
$70,000
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$0
January-22
February-22
March-22
April-22
May-22
June-22
July-22
August-22
September-22
October-22
November-22
December-22
Monthly Electricity Cost
Electric Demand $$
2 per. Mov. Avg. (Monthly Electricity Cost)

3.3.3 NATURAL GAS

The chart below shows the monthly consumption and cost of the natural gas for the Property. The cost per Therm is calculated in the fourth column. The bottom row shows the annual natural gas consumption and cost for the Property.

Billing Month & Year	Monthly Natural Gas Usage (Therms)	Monthly Natural Gas Cost	Cost per Therm	kBTU Usage (Therms x 100)
September-22	19,466	$20,296	$1.04	1,946,564
October-22	19,986	$21,104	$1.06	1,998,635
November-22	23,550	$25,577	$1.09	2,355,048
December-22	29,706	$40,115	$1.35	2,970,587
January-23	34,489	$46,565	$1.35	3,448,942
February-23	37,677	$50,295	$1.33	3,767,709
March-23	0	$0	$0.00	0
April-23	34,659	$10,859	$0.31	3,465,924
May-23	29,196	$10,723	$0.37	2,919,642
June-23	27,887	$10,500	$0.38	2,788,698
July-23	24,501	$10,426	$0.43	2,450,085
August-23	22,782	$10,287	$0.45	2,278,221
Annual Natural Gas Usage & Cost:	303,901	$256,748	$0.84	30,390,056


Monthly Natural Gas Usage (Therms)
40,000
35,000
30,000
25,000
20,000
15,000
10,000
5,000
0
September-22
October-22
November-22
December-22
January-23
February-23
March-23
April-23
May-23
June-23
July-23
August-23
Monthly Natural Gas Usage (Therms)
2 per. Mov. Avg. (Monthly Natural Gas Usage (Therms))


Monthly Natural Gas Cost $
$60,000
$50,000
$40,000
$30,000
$20,000
$10,000
$0
September-22
October-22
November-22
December-22
January-23
February-23
March-23
April-23
May-23
June-23
July-23
August-23
Monthly Natural Gas Cost
2 per. Mov. Avg. (Monthly Natural Gas Cost)

3.3.4 Water and Sewer

Water consumption and cost data were not provided.

3.4 End Use Analysis

The following table presents the approximate end use analysis for all energy utilities on the Property:

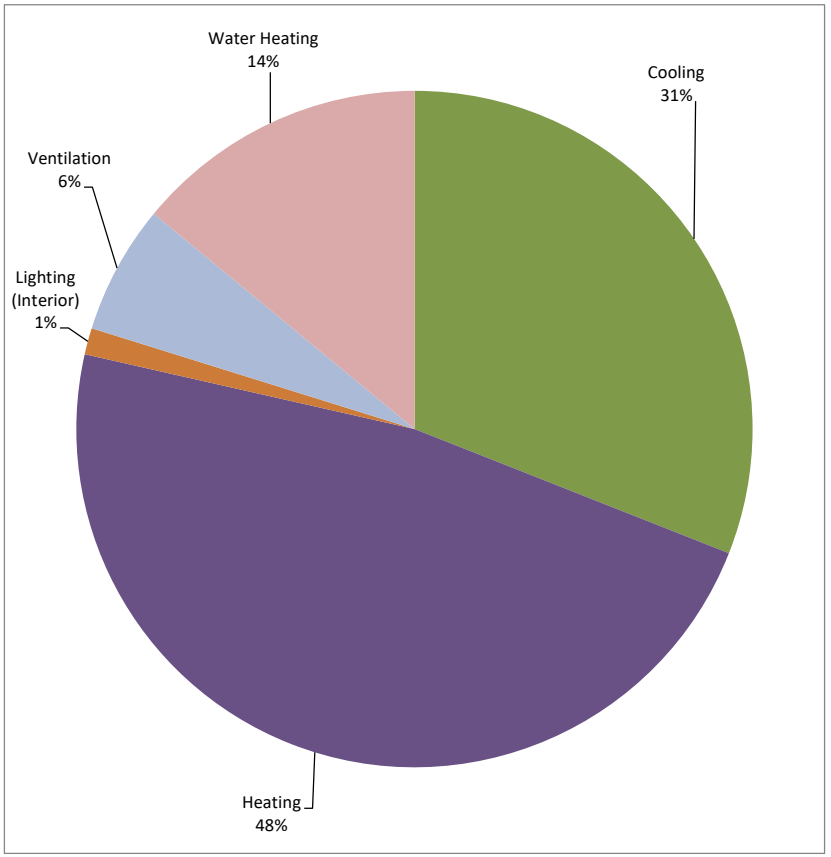
© 2011 ASHRAE

Conversion Factor to kBtu

Input Unit 1	kWh	3.412142
Input Unit 2	therms	100
Input Unit 3	gallons (propane)	91.33
Combined Output Units	kBtu	1
Building Gross Floor Area	195,000	
Floor Area Units	ft^2	

	Input Energy Units			Combined Energy Use	
End Use	kWh	therms	gallons (propane)	kBtu	%
Air Compressors	-	-		-	0%
Cooking	-	-	-	-	0%
Cooling	4,922,667	-		16,796,838	31%
Heating	875,000	227,926		25,778,255	48%
Lighting (Exterior)	-	-		-	0%
Lighting (Interior)	200,665	-		684,697	1%
Miscellaneous	-	-	-	-	0%
Office Equipment	-	-		-	0%
Other Plug Loads	-	-		-	0%
Process	-	-		-	0%
Pumps	-	-		-	0%
Refrigeration	-	-		-	0%
Ventilation	980,930	-		3,347,072	6%
Water Heating	-	75,975		7,597,514	14%
Total Estimated	**6,979,262**	**303,901**	**-**	**54,204,377**	**100%**
Historical Billing	**6,979,262**	**303,901**	**-**	**54,204,288**	
Percent of Actual	**100.0%**	**100.0%**	**0.0%**	**100.0%**	
Total per ft^2	**35.8**	**1.6**	**-**	**278.0**	

Combined Fuel End-Use Breakdown



4.0 BUILDING SYSTEMS

4.1 OCCUPANCY

AEI visited approximately 80% of the building and 100% of all common areas which include all exterior common areas, observed the central BAS system, and conducted surveys on all of the mechanical equipment.

4.2 BUILDING ENVELOPE

4.2.1 FOUNDATION

The lab and corporate office buildings appear to be a steel braced frame structure and consists of a shallow foundation (thickened and reinforced concrete slab). The ground floor has standard concrete slab-on-grade construction that span to concrete beams, columns, and bearing walls. The foundations appeared to be in good condition.

4.2.2 FLOOR

4.2.3 STRUCTURE

The structures appears to be metal wood framed with wood truss joists and wood load bearing beams and columns.

4.2.4 EXTERIOR WALLS

The primary cladding on the exterior appears to be high end stucco with smooth brick and metal framing, with R-15 insulation (estimated). The exterior cladding appears to be in good condition.

Photographs

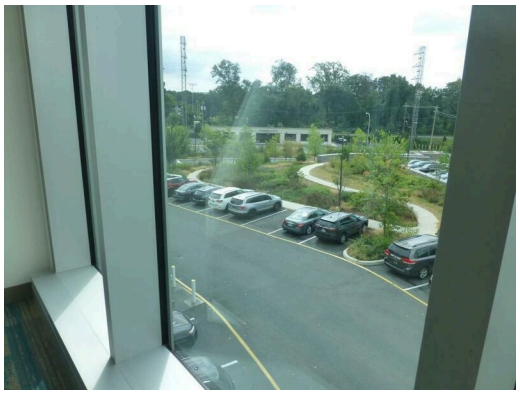
Side Elevation at the LAB Bldg 1801

4.2.5 DOORS AND WINDOWS

The entry doors into the buildings are metal framed. The weather stripping on each observed door appeared to be in good condition.

Glazing systems at the property consist of aluminum framed curtain wall ribbon window systems. The high curtain wall systems appear to be mostly doubel pane windows with metal frames, but the windows do not appear to be storm rated.
Flashing at the building appears to be in good condition.

Photographs



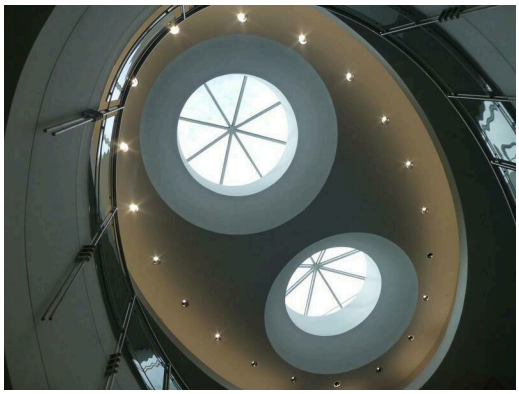
Dual Pane Metal Framed Window

4.2.6 ROOF

The roof type is a standard TPO (Thermoplastic Polyolefin). No roof warranty was provided for our review. Roof accessories consist of mechanical equipment, plumbing vents, roof hatch, metal platform, limited telecommunication arrays and utility lines. No mechanical screen walls appear to be on the roof structure. The low-slope roof areas drain to internal roof drains oriented at structural low spots. Overflow drainage is provided by secondary drains adjacent to the primary drains. Internal roof drains appear to discharge to a subgrade drainage system. Skylight structures were observed on the roof which provide daylight to atrium areas on the lower floors.
Low roofs only have primary drains with no secondary drains. Consideration should be made to include secondary drains with next roof replacement. According to estimates, the insulation consists of R-15 rigid insulation.

Photographs

Rooftop at Bldg XXXX

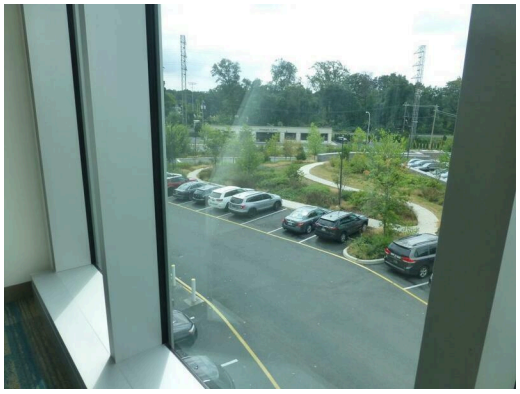


Skylights with LED Lights

4.2.7 Insulation Summary

Envelope Component	U-Factor	Insulation R-Value
Exterior Walls	0.065	R-15
Rigid Roof Insulation (Polyurethane-Estimated)	0.045	R-25
Windows	0.55	R-1.81
Doors	0.65	R-1.5
Ground Floor	0.35	R-2.85
Between Floors	0.07	R-14 (Estimated)

Photographs



Dual Pane Metal Framed Window

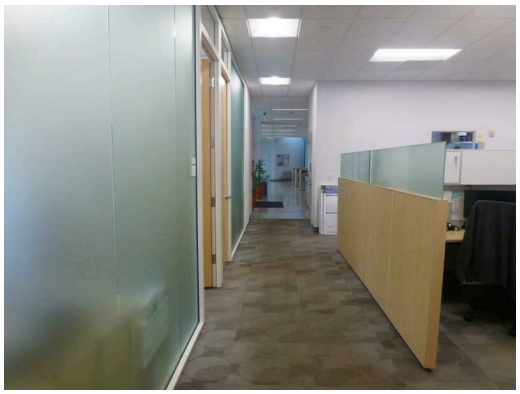
4.2.8 Lighting

The following tables provide an inventory of observed lighting fixtures, lamp type, and wattage.

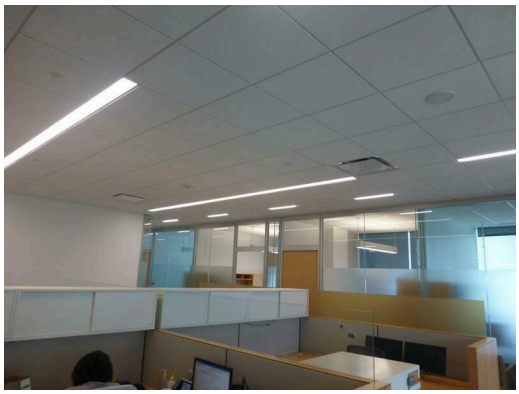
Lighting Audit (Common Area)

Area of Building	Existing Fixture	Total # Fixtures	Lamps Per Fixture	Total # of Lamps	LED Equivalent Wattage	Current kWh Usage	kWh Usage w/ LED	kWh Saved Per Year	Cost Per kWh	Current Annual Op Cost	Annual Cost Using LEDs	Savings	Cost to Install Lighting	Payback
Exterior Pole Lighting	1B 60W LED	50	1	50	0	13140	0	0	0.09	$1,220	$0	$0	$0	-
Wall Packs	1B 22W LED	80	1	80	0	7709	0	0	0.09	$716	$0	$0	$0	-
Parking Garage Lighting	1B 50W LED	20	1	20	0	8760	0	0	0.09	$813	$0	$0	$0	-
Office Recessed Can	1B 15W LED	120	1	120	0	5616	0	0	0.09	$521	$0	$0	$0	-
Common Corridor	1B 20W LED	150	1	150	0	9600	0	0	0.09	$891	$0	$0	$0	-
Office Linear Fixtures	2B 30W LED	550	2	1100	0	105600	0	0	0.09	$9,803	$0	$0	$0	-
Stairwells	2B 20W LED	350	2	700	0	44800	0	0	0.09	$4,159	$0	$0	$0	-
Common Corridor with Glass-Near Daylight	1B 20W LED	80	1	80	0	5,440	2,176	3,264	$0.09	$505	$202	$303	$720	2.4

Photographs



2nd View Office LED Lighting



Corporate Office LED Lighting

Corridor LED Lighting

LED Lighting At Restroom

4.2.9 Building Mechanical Systems

The heating and cooling systems consist of three large rooftop packaged AC units which serve the general occupied areas at various sections of the building. Additionally there are five large air handling units (AHU's) which primarily serve the lab spaces in the building on most floors of the building. There are three large exhaust lab hood fans which simultaneously exhaust air from the lab spaces and associated areas that need to be continuously exhausted from the areas that undergo biological and chemical processes in the building.

The ductwork from the lab units contains several zones which contain heating hot water reheat coils supplied by the central boilers for the heating source. The tonnages of the packaged rooftop units range from 60 to 80 tons. The supply fans on each of these large RTU's are equipped with VFD's. The rated efficiency of these units is approximately 9.5 to 10 EER.

The building is heavily centered on the function of laboratory fume hoods utilizing phoenix controls and occupancy camera sensors which can affect the sash opening levels. There are approximately 250 lab hoods in the building and are monitored by the building automation system. The AHU's serving the Lab areas have a supply temperature of 48°F to maintain

approximately 70ºF in all the lab zones. Two 500 ton variable speed water cooled chillers provide chilled water to the five air handling units and utilize a variable chilled water pumping system, in which the chilled water pumps are equipped with VFD's.

The heating and cooling systems throughout Building 1 are controlled by the central BMS system. The front end is located in the facility manager's office however it appears the facility manager indicated the system can be controlled remotely as the system is web based and can be accessed at any location.

Domestic hot water is produced by four large natural gas water heaters that provide comfort and process domestic hot water throughout the building.

HVAC Equipment

Location or Unit Address	Description	Manufacturer	Model No.	Year of Manufacture	RUL	Quantity	Heating Fuel	Heating Capacity	Heating Efficiency (AFUE, TE, COP, HSPF)	Cooling Capacity (Tons)	Efficiency
Rooftop	Lab Exhaust Fans with VFD's	Strobic	TS4L750 Series	2014	12	3	N/A	N/A	0.9	1.1	11 EER (Est)
Rooftop-RTU's	Gas fired RTU	Daikin	MPS075E	2014	12	3	Gas	800 MBH	0.8	72	9.2 EER
Rooftop-LABs	AHU's	Aerofin	W12OAW	2014	12	5	HHW	11.2 MBH	N/A	120	N/A
Mechanical Room	Water Cooled Chiller	York	YKH3F3P8	2014	16	2	N/A	N/A	N/A	500	11 EER
Zone Level	VAVs with hydronic reheat	Envirotech	SDR	2014	16	35	HHW	6 to 25 MBH	0.8	N/A	N/A
Mechanical Room	Steam Boiler	Triad High Press	Ser. 2000	2014	20	3	Gas	1513 lbs	0.7	N/A	N/A

Domestic Water Heating

Location of Unit Address	Manufacturer	Model No.	Year of Manufacture	Storage Capacity (Gal)	Input Capacity	Input Units of Measure (kW, BTUH, MBH)	Fuel (e.g., electric, natural gas)	Quantity	RUL	Efficiency (TE, AFUE, Energy Factor, etc.)
Mechanical Room	PVI	Unknown	2016	100	150	MBH	natural gas	4	12	96% TE

Photographs

Domestic Water Heater for LAB Areas

Strobic Fans and Rooftop

2nd set of Strobic Fans

Typical LAB Hood with Sash Control

4.2.10 Appliances

There are no major appliances at the property.

4.2.11 Laundry Equipment

There are no central laundry systems on the Property.

5.0 RECOMMENDED EEMS

The EEMs in the chart at the beginning of the report have been analyzed using calculations based on occupant usage, localized climate conditions, HVAC and ventilation operating hours, and lighting hours. The HVAC operating hours are approximations and may vary depending on the severity of the weather. Water consumption is based on the number of occupants and assumed running times for water consuming devices. The Property has been carefully evaluated for the EEMs. The chart shows the initial investment, utility savings, utility cost savings, and paybacks for each EEM. The utility cost increase over the life of the EEM implemented was not considered as a factor in the cost savings calculations.

5.1 NO-COST/LOW-COST MEASURES

There were no low cost measures identified for this site. Capital measures have been identified in the Capital Projects section.

5.2 CAPITAL COST MEASURES

EEM #1- Program Supply Temperature Reset (approximately 2.5°F) from 48°F to 50.5°F for the LAB AHU's at Building 1

The existing EMS control system operating the five Lab air handling units appear to be currently at constant temperature setpoint of 48°F providing conditioned air to all the Lab spaces. It is proposed to provide a supply temperature discharge air temperature reset strategy which is selectable by the operator with an option for a fixed supply air temperature setpoint as well. All reset strategies shall be stepwise and reset every five (5) minutes (adj.). All reset values shall be adjustable and available to the operator.

The measure will include installation and is estimated at approximately $5,500.

Increasing the setpoint will reduce energy consumption on the LAB air handling units and Strobic exhaust fans as well as decrease the cooling load on the existing VFD chillers. One concern is that the process equipment could increase in heat load however a mild reset (at approximately 2°F) is still recommended which may not cause a heavy impact to the work spaces. The discharge air temperature setpoint is selected by the operator and set to a fixed value.

Some control adjustments from the facility manager and or contracted controls contractor may be required

Potential O&M savings: the long term O&M savings will result from operating fans at lower RPM and power, generating less wear on fan belts, housing, and motors. Installation and commissioning of this control measure can be installed with little impact on occupants and personnel.

There may be custom rebates available thru Delmarva Power, however an inquiry needs to be made as to the dollar amount per kWh saved for which the measure will qualify. The following is the weblink for applying for custom rebates thru Delmarva Power, which is the link for custom incentives:

website.com

EEM #2- Program Supply Temperature Reset (approximately 3°F) from 55°F to 58°F for the three Packaged Rooftop Units at Building 1

The existing EMS control system operating the three main packaged units appear to be currently at constant temperature setpoint of 48°F providing conditioned air to all the Lab spaces

The measure will include installation and is estimated at approximately $7,500 based on an average cost of $2,500 per control point that would need to be adjusted.

Increasing the setpoint will reduce energy consumption on the supply fans as well as decrease the cooling load on the existing Packaged RTU compressors This will also interactively reduce the heating required by the gas furnaces at the units and will save natural gas energy.

There should be no concerns on this measure as this resets the supply temperature by approximately 3°F during lower load conditions and appears to serve non-lab or non-critical areas of the building.

Some control adjustments from the facility manager and or contracted controls contractor may be required

Potential O&M savings: the long term O&M savings will result from operating fans at lower RPM and power, generating less wear on fan belts, housing, and motors. Installation and commissioning of this control measure can be installed with little impact on occupants and personnel.

There may be custom rebates available thru Delmarva Power, however an inquiry needs to be made as to the dollar amount per hp for which the measure will qualify.

The following is the weblink for applying for custom rebates through utility company, which is the link for custom incentives : website.com

EEM #3-Provide Demand Control Ventilation to three Packaged Rooftop Units with CO_2 sensor controls

The three existing Packaged Rooftop Units do not appear to be equipped with demand control ventilation

Measure will be installed at the unit with demand controls and CO2 sensors to detect occupancy in some limited office spaces inside the building at office and limited corridor spaces.

Demand-controlled ventilation (DCV) is an energy-saving control strategy that reduces the rate at which outdoor air is delivered to a zone during periods of partial occupancy, which does appear to occur in the office portions of the building

The measure will include installation and is estimated at approximately $7,500 based on an average cost of $2,500 per control point that would need to be adjusted to re-program supply temperature setpoints. Assumes a constant supply temperature of approximately 55 F and some modulation of the outside air dampers but does not appear to be occupancy based, but rather temperature based.

Provide Demand Control Ventilation internal controls to three Packaged Rooftop Units with CO2 sensor controls. A sample case study is shown in the appendices.

Some control adjustments from the facility manager and or contracted controls contractor may be required

Potential O&M savings: the long term O&M savings will result from operating fans at lower RPM and power, generating less wear on fan belts, housing, and motors. Installation and commissioning of this control measure can be installed with little impact on occupants and personnel.

There may be custom rebates available thru Delmarva Power, however an inquiry needs to be made as to the dollar amount per hp for which the measure will qualify.

The following is the weblink for applying for custom rebates through Utility company which is the link for custom incentives : Delmarva Power | Delmarva Power - An Exelon Company (programprocessing.com)

EEM #4- Provide Daylight Controls Near Skylights and Exterior Glass at Building 1

Existing LED interior lighting have areas at the building that could be controlled by day light controls.

AEI recommends: Installing daylight controls in some glass areas and skylit areas of the building to provide day light harvesting and reduce lighting power when sufficient daylight is available.

Basis for how the measure will save energy: Installing high-efficiency day light sensor controls will significantly reduce the property's electrical consumption while maintaining equivalent or better light levels. In addition, many of the recommended bulbs and fixtures have longer lifespans, which will reduce the number of bulbs replaced at the property.

The measure is expected to cost approximately $720.

Key analytical assumptions: Lighting without day light controls uses more energy as verified by nameplate and heat output

The selected LED lamps should have a color temperature around 2,700K to 3,000K to provide the same "feel" as incandescent lighting.

Energy usage will decrease and lamp replacement frequencies will be less frequent.

Rebates/Incentives available from utility company or municipality: Possible incentives are available through Utility Company Generally an account executive is assigned to the property and a custom rebate may be available. No prescriptive rebates were found for this measure.

EEM #5

Install 35 kW Solar PV system on available roof area. (Approximately 100 modules.). Note that a 30% Federal Investment Tax Credit is available for commercial systems, or a production credit of $0.026/kWh of production credit for commercial systems, if the systems meet labor requirements issued by the Treasury Department, but neither are included in the pricing.

The building has a high electricity baseload, installation of a solar PV array would offset a percentage of the load.

There is ample space on the south flat roof sections to install a solar PV system. The property is located in a region with a significant solar days.

The estimated cost of this measure is $113,750. A 30% Federal tax rebate is available, but is not accounted for the in the proposed cost.

Solar modules not only generate electricity but also provide shading to the roof membrane and partly protect it from weather.

The installation of the system will not affect any facility operation.

EEM Simulation Results

Input parameters in each modeled building were changed to reflect the proposed changes in conditions then a simulation was run to predict the results. The simulation tool considers the interactive effects on all systems such as increased heating requirements from retrofitting high wattage lighting with lower wattage LED lighting. The following tables provide a summary of the EWEMs evaluated and the simulation results showing projected use per building type, subtotal for all buildings by type, total for all buildings, and the projected reduction in consumption.

Note that EEM #1 thru 3 was not modeled, but rather was the result of lighting calculations based on an inventory of common area and site lighting. Modeling was not necessary as consumption for lighting is included in the owner-paid utilities.

Energy Model Assumptions

The following assumptions were made in building the building energy model:

An approximation was made on the following based on observations during the site visit and plan drawings

- Local Vegetation/shading
- Interior conditions and HVAC set points
- Air infiltration goals
- Building orientation (should rotate the model to 4 compass points and average the modeled usage).
- Lighting loads W/SF
- Plug loads W/SF
- Schedules (lighting, plug loads)
- HVAC equipment types and efficiencies
- Economizers and heat recovery
- Water heating systems
- Specialty Systems
- Renewable energy systems

6.0 SIGNATURES OF PARTICIPATING PROFESSIONALS

AEI Consultants performed this ASHRAE Level II Energy Audit for the Property located at Property Address, City, County County, State, in conformance with the scope and limitations of ASHRAE *Procedures for Commercial Building Energy Audits, Second Edition*, ANSI/ASHRAE/ ACCA Standard 211-2018, *Standard for Commercial Building Energy Audits*.

Prepared By: Project Manager	Reviewed By: Vice President

APPENDIX B

SUPPORTING DOCUMENTATION

ASHRAE Equipment Life Expectancy chart

ASHRAE is the industry organization that sets the standards and guidelines for most all HVAC-R equipment. For additional info about ASHRAE the website is www.ashrae.org .

Equipment Item	Median Years
Air conditioners	
Window unit	10
Residential single or Split Package	15
Commercial through-the wall	15
Water-cooled package	15
Heat Pumps	
Residential air-to-air	15
Commercial air-to-air	15
Commercial water-to-air	19
Roof-top air conditioners	
Single-zone	15
Multi-zone	15
Boilers, hot water (steam)	
Steel water-tube	24 (30)
Steel fire-tube	25 (25)
Cast iron	35 (30)
Electric	15
Burners	21
Furnaces	
Gas- or oil-fired	18
Unit heaters	
Gas or electric	13
Hot water or steam	20
Radiant Heaters	
Electric	10
Hot water or steam	25

Equipment Item	Median Years
Air terminals	
Diffusers, grilles, and registers	27
Induction and fan coil units	20
VAV and double-duct boxes	20
Air washers	17
Ductwork	30
Dampers	20
Fans	
Centrifugal	25
Axial	20
Propeller	15
Ventilating roof-mounted	20
Coils	
DX, water, or steam	20
Electric	15
Heat Exchangers	
Shell-and-tube	24
Reciprocating compressors	20
Packaged chillers	
Reciprocating	20
Centrifugal	23
Absorption	23
Cooling towers	
Galvanized metal	20
Wood	20
Ceramic	34

Equipment Item	Median Years
Air-cooled condensers	20
Evaporative condensers	20
Insulation	
Molded	20
Blanket	24
Pumps	
Base-mounted	20
Pipe-mounted	10
Sump and well	10
Condensate 15	
Reciprocating engines	20
Steam turbines	30
Electric motors	18
Motor starters	17
Electric transformers	30
Controls	
Pneumatic	20
Electric	16
Electronic	15
Valve actuators	
Hydraulic	15
Pneumatic	20
Self-contained	10

NREL
NATIONAL RENEWABLE ENERGY LABORATORY

Caution: Photovoltaic system performance predictions calculated by PVWatts® include many inherent assumptions and uncertainties and do not reflect variations between PV technologies nor site-specific characteristics except as represented by PVWatts® inputs. For example, PV modules with better performance are not differentiated within PVWatts® from lesser performing modules. Both NREL and private companies provide more sophisticated PV modeling tools (such as the System Advisor Model at //sam.nrel.gov) that allow for more precise and complex modeling of PV systems.

The expected range is based on 30 years of actual weather data at the given location and is intended to provide an indication of the variation you might see. For more information, please refer to this NREL report: The Error Report.

Disclaimer: The PVWatts® Model ("Model") is provided by the National Renewable Energy Laboratory ("NREL"), which is operated by the Alliance for Sustainable Energy, LLC ("Alliance") for the U.S. Department Of Energy ("DOE") and may be used for any purpose whatsoever.

The names DOE/NREL/ALLIANCE shall not be used in any representation, advertising, publicity or other manner whatsoever to endorse or promote any entity that adopts or uses the Model. DOE/NREL/ALLIANCE shall not provide any support, consulting, training or assistance of any kind with regard to the use of the Model or any updates, revisions or new versions of the Model.

YOU AGREE TO INDEMNIFY DOE/NREL/ALLIANCE, AND ITS AFFILIATES, OFFICERS, AGENTS, AND EMPLOYEES AGAINST ANY CLAIM OR DEMAND, INCLUDING REASONABLE ATTORNEYS' FEES, RELATED TO YOUR USE, RELIANCE, OR ADOPTION OF THE MODEL FOR ANY PURPOSE WHATSOEVER. THE MODEL IS PROVIDED BY DOE/NREL/ALLIANCE 'AS IS' AND ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED. IN NO EVENT SHALL DOE/NREL/ALLIANCE BE LIABLE FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES OR ANY DAMAGES WHATSOEVER, INCLUDING BUT NOT LIMITED TO CLAIMS ASSOCIATED WITH THE LOSS OF DATA OR PROFITS, WHICH MAY RESULT FROM ANY ACTION IN CONTRACT, NEGLIGENCE OR OTHER TORTIOUS CLAIM THAT ARISES OUT OF OR IN CONNECTION WITH THE USE OR PERFORMANCE OF THE MODEL.

The energy output range is based on analysis of 30 years of historical weather data, and is intended to provide an indication of the possible interannual variability in generation for a Fixed (open rack) PV system at this location.

RESULTS

50,315 kWh/Year*

System output may range from 47,830 to 52,147 kWh per year near this location.

Month	Solar Radiation (kWh / m^2 / day)	AC Energy (kWh)
January	3.12	3,092
February	3.92	3,432
March	4.99	4,707
April	5.75	5,060
May	5.72	5,033
June	6.14	5,188
July	6.13	5,248
August	5.71	4,941
September	4.99	4,222
October	4.20	3,882
November	3.38	3,144
December	2.41	2,365
Annual	**4.71**	**50,314**

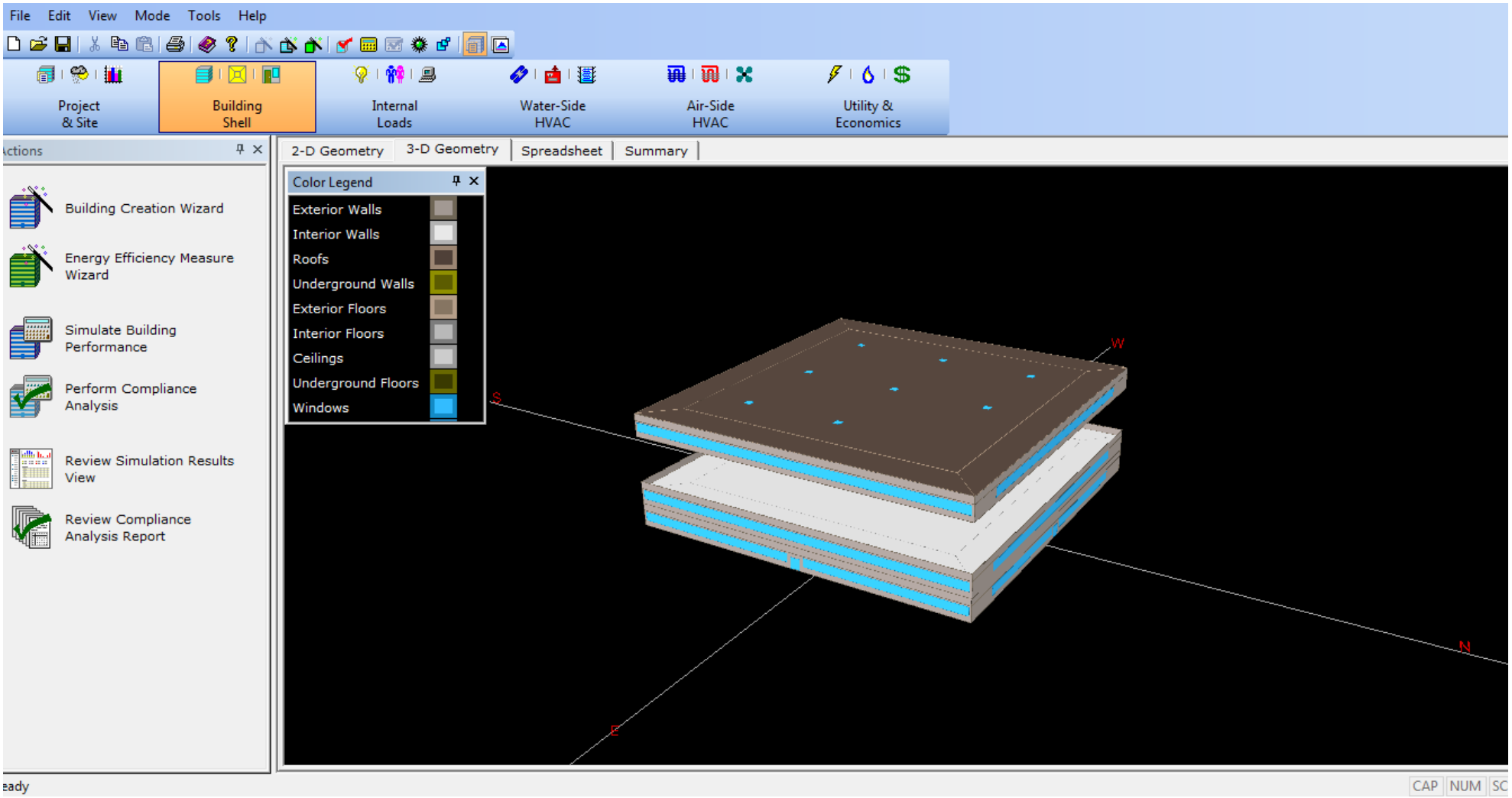
Location and Station Identification

Requested Location	wilmington, de
Weather Data Source	Lat, Lng: 39.93, -75.06 29 mi
Latitude	39.93° N
Longitude	75.06° W

PV System Specifications

DC System Size	35 kW
Module Type	Standard
Array Type	Fixed (open rack)
System Losses	8%
Array Tilt	20°
Array Azimuth	180°
DC to AC Size Ratio	1.2
Inverter Efficiency	96%
Ground Coverage Ratio	0.4
Albedo	*From weather file*
Bifacial	No (0)
Monthly Irradiance Loss	Jan 0% Feb 0% Mar 0% Apr 0% May 0% June 0% July 0% Aug 0% Sept 0% Oct 0% Nov 0% Dec 0%

Performance Metrics	
DC Capacity Factor	16.4%


File
Edit
View
Mode
Tools
Help
Project & Site
Building Shell
Internal Loads
Water-Side HVAC
Air-Side HVAC
Utility & Economics
Actions
Building Creation Wizard
Energy Efficiency Measure Wizard
Simulate Building Performance
Perform Compliance Analysis
Review Simulation Results View
Review Compliance Analysis Report
2-D Geometry
3-D Geometry
Spreadsheet
Summary
Color Legend
Exterior Walls
Interior Walls
Roofs
Underground Walls
Exterior Floors
Interior Floors
Ceilings
Underground Floors
Windows
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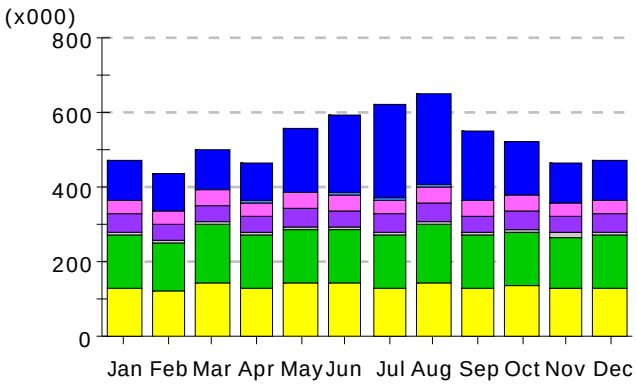
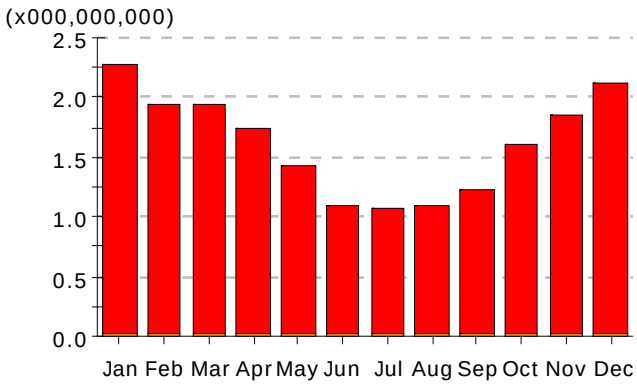
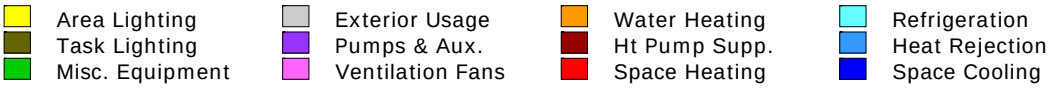
Electric Consumption (kWh)



Gas Consumption (Btu)





Electric Consumption (kWh x000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	103.1	95.2	106.3	103.7	170.3	209.7	248.9	243.1	180.0	142.6	107.2	104.1	1,814.5
Heat Reject.	0.4	0.4	0.8	1.0	3.6	5.3	6.8	6.3	4.2	2.5	1.1	0.6	33.1
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	-	-	-	-	-	-	-	-	-	-	-	-	-
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Vent. Fans	38.9	35.6	40.4	38.2	40.7	40.2	40.4	42.0	39.0	39.8	37.8	38.7	471.8
Pumps & Aux.	47.5	42.7	47.0	45.2	47.6	46.8	48.3	48.6	46.2	47.1	45.1	46.7	558.8
Ext. Usage	9.3	7.2	7.9	7.7	5.5	5.3	5.5	8.9	8.6	8.9	9.0	9.3	93.3
Misc. Equip.	140.9	131.2	152.6	139.7	148.7	146.8	141.7	152.6	139.7	144.8	138.9	141.6	1,719.4
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	129.1	122.1	145.4	129.7	139.9	139.3	130.2	145.4	129.5	134.6	128.5	130.2	1,603.9
Total	469.3	434.4	500.4	465.3	556.4	593.5	621.9	646.9	547.2	520.4	467.7	471.2	6,294.7

Gas Consumption (Btu x000,000,000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	-	-	-	-	-	-	-	-	-	-	-	-	-
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	2.24	1.92	1.92	1.71	1.41	1.08	1.05	1.07	1.22	1.59	1.84	2.09	19.13
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	0.02	0.02	0.03	0.03	0.03	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.28
Vent. Fans	-	-	-	-	-	-	-	-	-	-	-	-	-
Pumps & Aux.	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext. Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	2.27	1.95	1.95	1.73	1.43	1.10	1.07	1.09	1.24	1.61	1.86	2.11	19.41

ABBREVIATIONS AND ACRONYMS

AC	Air Conditioning	**kBTU**	Kilo-British Thermal Unit
AEI	AEI Consultants	**kGal**	Kilogallons
ALTA	American Land Title Association	**kW**	Kilowatt
APN	Assessor's Parcel Number	**kWh**	Kilowatt hour
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers	**LED**	Light Emitting Diode
BTU	British Thermal Unit	**M**	Model
CH	Clubhouse	**MBH**	1,000 BTUs/hour
DHW	Domestic Hot Water	**O**	Occupied
ECM	Energy Conservation Measure	**OFC**	Office
EEM	Energy Efficiency Measures	**OSHA**	Occupational Safety and Health Administration
EUI	Energy Use Intensity	**PCA**	Property Condition Assessment
EUL	Estimated Useful Life	**PCR**	Property Condition Report
EWEM	Energy and Water Efficiency Measures	**ROI**	Return On Investment
F	Fahrenheit	**RP**	Responsible Party
FCU	Fan Coil Unit	**SEDI**	Statement of Energy Design Intent
Gal	Gallon	**SF**	Square Footage/Square Feet
GFA	Gross Floor Area	**SIR**	Savings to Investment Ratio
GPF	Gallons Per Flush	**SP**	Subject Property
GPM	Gallons Per Minute	**SEP**	Statement of Energy Performance
HUD	Department of Housing and Urban Development	**V**	Vacant
HVAC	Heating, Ventilation and Air Conditioning	**ZAR**	Zoning Analysis Report

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Consideration of approval to award engineering services to Spalding DeDecker to update the City's Stormwater Master Plan in the amount of $110,200.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

KEY HIGHLIGHTS:

- The update will focus on 4 out of our 11 regional detention basins prioritized based on potential for further development along the Grand River Avenue corridor.
- Analyzes basins for existing and potential capacities and provides recommendations for improvement.
- A draft capacity purchase policy for use of the ponds by new developments will be developed.

FINANCIAL IMPACT

	FY 2024/25
EXPENDITURE REQUIRED	**$ 110,200**
BUDGET Drain Fund 211-445.00-805.000	**$ 110,200**
APPROPRIATION REQUIRED	**$ 0**
FUND BALANCE IMPACT	**$ 0**

BACKGROUND INFORMATION:

City engineering consultant, Spalding DeDecker (SD), assisted the City with preparing the last Stormwater Master Plan Update in 2014. Since then, SD has been involved in local basin concerns and providing the City with support in meeting updated state stormwater regulations. In 2023, the City tasked SD with reviewing its stormwater

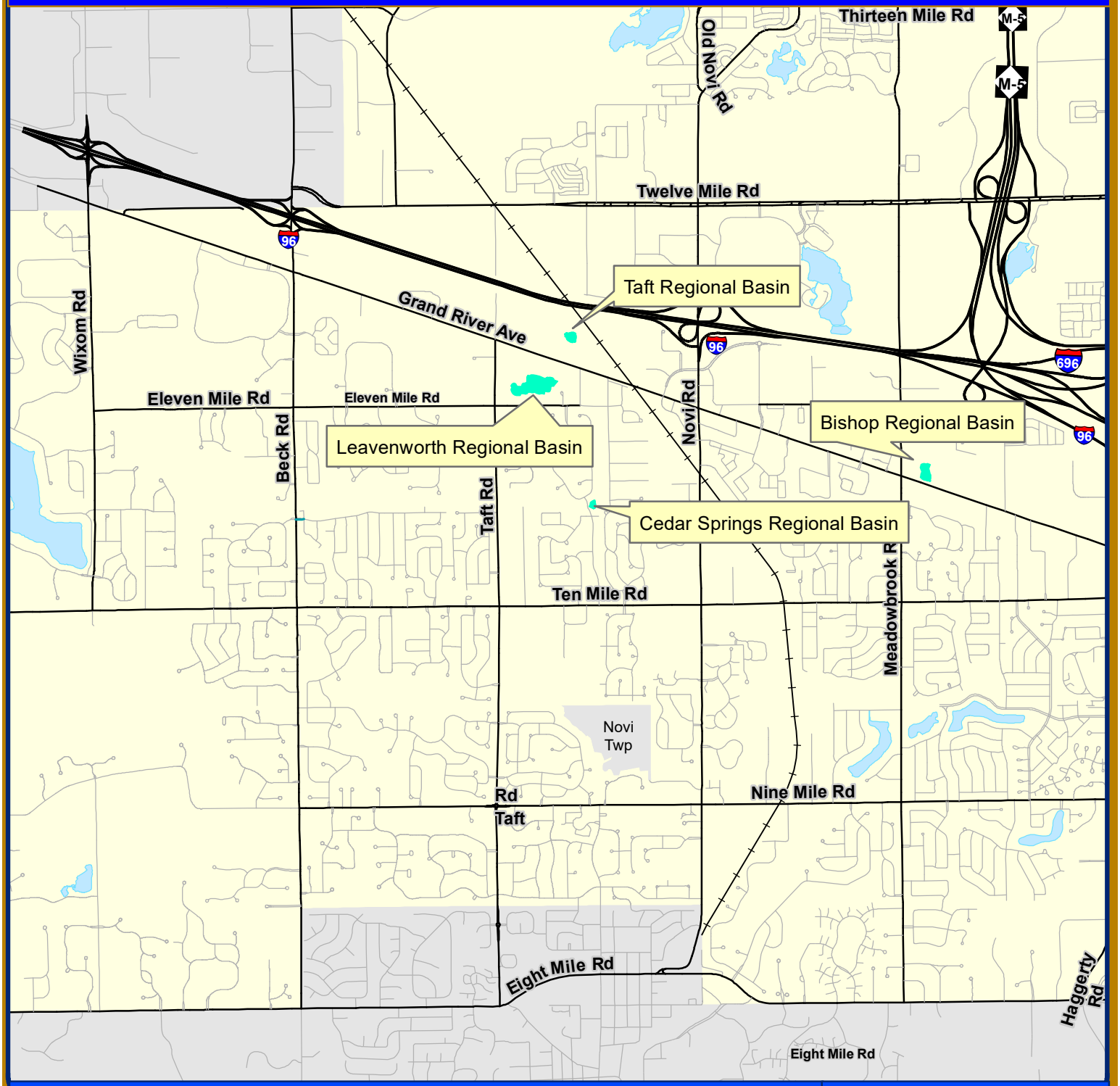
standards and ordinance for conformance with state Municipal Separate Storm Sewer System (MS4) permit requirements. This was prompted by the Environment, Great Lakes, and Energy's (EGLE's) MS4 permit renewal process where EGLE requested additional information on the use and capacity of the City's eleven regional detention basins.

In addition, SD prepared a technical memo for the City that investigated the capacity of the City's regional detention basins. Based on that report, the proposed stormwater master plan update will focus on four regional detention basins that were prioritized based on their potential for further development. The four basins selected are part of drainage districts that connect to or are downstream of the Grand River Avenue Corridor: Taft regional basin, Bishop regional basin, Cedar Springs basin, and the Leavenworth basin. SD will further analyze these basins for existing and potential capacities and provide recommendations for improvement.

The proposal also includes the formation of a draft capacity purchase policy for use of the regional basins by new developments. During their review of the City Ordinance, SD recommended a payment-in-lieu program that could be adopted by the City to help offset costs of basin improvements or storm sewer upsizing when a development wishes to discharge to a regional basin. Currently, for developments to use off-site detention, the City Ordinance (Sections 12-70 to 12-72) requires a stormwater detention fee based on the amount of impervious surface area proposed on the site. The draft capacity purchase policy would better define who pays for what when capacity upgrades are needed due to new developments, and the proposed fees would be more in line with what it would cost a developer to construct a basin onsite. The attached proposal details the scope of services. Work would begin following City Council approval with a final draft plan expected to be completed by fall 2025.

RECOMMENDED ACTION: Approval to award engineering services to Spalding DeDecker to update the City's Stormwater Master Plan in the amount of $110,200.

2024-25 Stormwater Master Plan Update
City of Novi



Map Author: Runkel
Date:11/13/2024
Project: Regional Basins

MAP INTERPRETATION NOTICE

Map information depicted is not intended to replace or substitute forany official or primary source. This map was intended to meetNational 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 approximateand should not be construed as survey measurements performed by a licensed Michigan Surveyor as defined in Michigan Public Act 132of 1970 as amended. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

City of Novi
Engineering Division
Department of Public Works
26300 Lee BeGole Drive
Novi, MI 48375
cityofnovi.org

Feet
0 750 1,500 3,000 4,500

1 inch = 3,669 feet

SPALDING DEDECKER
Engineering & Surveying Excellence since 1954

October 30, 2024

Rebecca Runkel
Project Engineer
City of Novi
26300 Lee Begole Drive
Novi, MI 48375

Re: Novi Stormwater Master Plan Update-Revised Proposal
City of Novi
SDA No: PR24-393

Rebecca Runkel,

Spalding DeDecker (SD) is pleased to have this opportunity to present this proposal to provide engineering services relating to the update of the existing stormwater master plan to include the updated MS4 standards, ordinance changes and the inclusion of regional basin solutions.

Section 01 – Background

Over the last several decades, rain events have become more frequent and intense. This is putting additional stress on stormwater infrastructure and resulting in stricter regulatory standards throughout the region. The City of Novi has an extensive stormwater system including private and regional stormwater systems that have been subject to these trends. Over the past few years, the City has commissioned Spalding DeDecker (SD) to investigate several flooding concerns and assist with regulatory updates. As a result, SD understands the City's ongoing stormwater priorities and has already identified potential solutions to many of them. In addition, SD prepared the 2014 Stormwater Master Plan and is familiar with ongoing concerns and the City's long-term stormwater priorities.

Most recently, SD assisted the City with updating the stormwater design manual and stormwater ordinance to reflect new Municipal Separate Storm Sewer System (MS4) permit requirements. This work was prompted as part of the MS4 permit renewal process which included discussions with EGLE regarding the use of regional stormwater basins. Our services included reviewing the City's stormwater standards and ordinances for conformance with state MS4 permit requirements and drafting regulatory updates. In addition, we performed a high-level analysis of the City's regional detention basins. The analysis included determining the existing capacity of each basin and estimating whether any of the basins could be modified to serve future developments. As the City continues to expand, it has become essential to understand how existing resources can be retrofitted to manage sustainable growth.

In addition to the regional detention basins, SD has investigated flooding concerns for several smaller systems and private detention basins. While these private basins were primarily designed to serve a single development, they face many of the same challenges as the regional basins. Recent areas of concern include Summerlin Detention Basin, East Lake Drive, and Lexington Green Detention Basin. SDA has already studied these areas with site visits, topographic surveys, and preliminary calculations. Preliminary findings and recommendations have been discussed with the City and summarized in technical memorandums.

Given the extensive work that we have already completed on the City's stormwater system, we are prepared to develop specific detailed approaches to the individual stormwater issues in an updated Master Plan. The Master Plan update will expand on ongoing concerns noted in the 2007 and 2014 versions while introducing more recent priorities. Given the recent updates to the stormwater manual, we are prepared to evaluate potential solutions from both a technical design and regulatory perspective.

Section 02 – Existing Concerns

The City's systems have more than twenty distinct drainage districts with different historical concerns noted in fourteen of these locations in past studies. The proposed Stormwater Master Plan update will include four of these regional detention basins: Taft, Bishop, Cedar Springs, and Leavenworth. These four regional basins have been prioritized by the City for further study due to their high development potential. Historic concerns noted in previous reviews are detailed below for each location.

1. Taft
   Taft regional detention basin is located north of Grand River Avenue between Taft and Novi Roads. This basin is considered online as it is located on the Walled Lake Branch of the Rouge River. It manages runoff from approximately 360 acres. High level calculations suggest that this regional basin has sufficient capacity to detain the 100-year 24-hour storm. However, past studies have found significant sediment accumulation (depths greater than 2 feet), erosion around the inlet pipe, and undercut banks.

2. Bishop
   The Bishop regional basin located north of Grand River Avenue and east of Meadowbrook Road is an online basin which was constructed to detain flows within Bishop Creek. The approximately 720-acre drainage area has a larger potential for new developments compared to the other regional detention basin drainage districts given the large amount of greenspace. In addition, high level calculations suggest that the basin would be prone to flooding during large storm events given the current capacity. Due to the high development potential, additional studies should identify retrofits that would allow the basin to serve future developments. This would improve the capability for development if the developing sites are unable to provide detention due to limiting constraints. Issues noted in past studies include sediment removal and undercut banks which should be addressed in conjunction with other retrofit projects.

3. Cedar Springs
   The Cedar Springs online basin located between Taft and Novi Roads, and between 10 Mile and 11 Mile Roads was constructed to detain flows in the Munro Creek. Approximately 270 acres drains to this basin which was found to be under capacity during large storm events according to high level calculations. Because of the capacity concern and significant development potential of the drainage district, retrofits for this basin should be prioritized and may include dredging the bottom, widening the banks, and adjusting the outlet control structure. Other issues noted in past studies include cracking around the outlet pipe apron, lack of a vegetation buffer, sedimentation, and erosion.

4. Leavenworth (Grand River)
   The Leavenworth basin is located north of 11 Mile Road and east of Taft Road. The online basin which was constructed to manage runoff from approximately 400 acres was constructed to detain flows in the middle reaches of Leavenworth Creek. The basin includes two pre-treatment basins upstream of the main volume control basin and required wetland mitigation at the time of construction. While basin capacity is not expected to be a main concern, other issues noted in past studies include sediment accumulation, standing water in the first flush basin, high potential for debris blockages at the outlet, and limited access.

Section 03 – Scope of Services

SD proposes to update the existing Stormwater Master Plan, including providing future recommendations for each pond (Bishop, Cedar Springs, Leavenworth, and Taft) based on further analysis, review of the groundwater elevations, and existing and potential capacities of each basin.

This review would include options and recommendations for future expansion, maintenance, a review of the potential regional growth and development, and an estimated level of hard surface development that could be accommodated by the basins and within the drainage district. The provided recommendations will also include a high-level feasibility assessment including potential utility conflicts, permitting issues, and necessary easements.

We understand that the driving factors behind this study are to establish a plan and system for approving the sale of and selling capacity within each pond as development opportunities arise. Any capacity sold in the ponds could be used to fund the maintenance and expansion of the pond in the respective drainage district to offset needs for special assessments. While the review of the ponds is one facet of this study, the City and Developers also need to be aware that development needs may also demand the upsizing of the stormwater routing systems. These capacity reviews need to occur separately from this study, but the study will identify a mechanism for the City's participation in upsizing stormwater systems for the long-term development of the drainage areas.

In these areas where significant additional development opportunities are available, we propose to prepare high level hydraulic models to compare the existing conditions to a developed buildout set of conditions to identify the available capacity with flow routing taken into consideration. This will include calibration of the estimated existing flow rates and data against a real storm event for these four drainage districts. Aerial survey is also included in the budget below for these four locations. For additional accuracy in the models, our survey team can also complete additional survey of the bottom of the ponds with spot elevations to confirm how much sediment is in the ponds, assess underground utilities at the inlet and outlets to the ponds and establish benchmarks.

SD proposes to provide a marked-up as-built and/or detailed descriptions of work proposed, utilizing the topographic survey, to relieve the flooding. Desktop calculations will be provided to confirm the deficiency in detention volume and cross-reference the calculated top-of-bank elevation with the topographic survey provided.

SD does not anticipate any detailed specifications, permits or construction drawings outside of the drawings necessary to direct the recommended stormwater improvements.

Section 04 – Fee

SD proposed to provide the scope above for an hourly not-to-exceed fee of $110,200 utilizing our standard hourly rates. These efforts will include the following:

Meetings and Site Reviews (3 meetings assumed)	$9,900
Drainage Area and Capacity Reviews (4 Locations)	$8,800
Drainage Area Modeling and Calibration (Up to 4 Locations)	$35,000
Aerial Survey (Up to 4 Locations)	$11,300
Additional Pond Bottom and Utility Survey (Up to 4 Locations)	$30,200
Master Plan Update	$10,000
Draft of Capacity Purchase Policy (to be finalized by an Attorney)	$5,000
Total	**$110,200**

In limited situations, we may find that infiltration testing would be beneficial for determining the capacity of the ponds. If we identify locations where this may be a consideration, then infiltration testing can be completed for $500 per test.

Thank you for the opportunity to submit this proposal, and we look forward to working with the City on this effort. If you find this proposal acceptable, please sign and return one copy to our office and retain one for your records. If you wish to discuss this proposal or require additional information, please feel free to contact me.

Sincerely,
Spalding DeDecker

Jeremy Schrot, PE
Project Manager

Accepted by:
City of Novi

_____

Date: _____

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Consideration of tentative approval of Sakura East JZ23-41 with Zoning Map Amendment 18.743, to rezone from Light Industrial to Town Center One with a Planned Rezoning Overlay (PRO).

SUBMITTING DEPARTMENT: Community Development, Planning

KEY HIGHLIGHTS:

- Rezoning 3.5 acres in transitional area near Novi Town Center.
- The applicant is proposing to develop a 45-unit multiple-family townhome development.
- Activating a long-vacant parcels in proximity to Sakura Novi development.
- Public benefit offered is design and construction of a pocket park/wetland overlook on the City parcel to the west.
- Council's initial consideration of the PRO was on February 5, 2024; the plans have since been modified to provide the wetland overlook on the adjacent City property.
- Planning Commission recommended approval of the PRO Plan on October 16, 2024.

BACKGROUND INFORMATION:

The petitioner is requesting a Zoning Map Amendment for approximately 3.5 acres of property on the south side of Eleven Mile Road, west of Meadowbrook Road (Section 23). The applicant is proposing to rezone property from Light Industrial (I-1) to Town Center One (TC-1) using the City's Planned Rezoning Overlay (PRO) option.

The Future Land Use Map identifies this vacant property and those to the west and south as Town Center Gateway. Land to the east and north of the subject property is indicated for Industrial Research Development Technology on the Future Land Use Map. The subject parcel and all parcels surrounding it are zoned Light Industrial (I-1), which reflects the historic development pattern of this area. North of the property is the City's Department of Public Works complex. To the east and northeast of the property are office buildings. The parcel to the south is owned by Verizon and has a large cell tower on it but is otherwise vacant. To the west is a large city-owned parcel with a wetland area.

The formal PRO Concept Plan proposes a 45-unit multiple-family townhome development, which was reduced from 52 on their original plan. The single entrance to the development would be from 11 Mile Road, with an emergency only access connection to the parcel on the east. Parking is provided in garages, on the garage aprons, and a few small bays of surface parking for guests.

The Town Center districts require development amenities to be provided, which have been added to the plans. There are three gathering spaces: one multi-purpose field, one open space area between the buildings, and one area with outdoor furniture, grill and a firepit on the west side. The plan exceeds the requirements for both general open space and usable open space by a significant amount. There are also no impacts to the existing wetland area.

Landscaping was previously a concern, but the applicant has addressed those issues, and the plan now meets the ordinance requirements for number of landscaping trees.

Based on City Council's suggestion during the initial review on February 5, 2024 (minutes attached), the applicant is proposing to design and construct a wetland overlook amenity on the City's wetland property as a public benefit. The concept drawing shows a crushed granite pathway from the 11 Mile Road public sidewalk to a wider area overlooking the pond with benches, accent boulders, a stone retaining wall with a guardrail, and landscaping on either the east or west side of the pond. The City's Parks and Recreation Director has expressed an interest in having the overlook in the area east of the wetland so that in the future this could be expanded to create a larger park area.

The applicant's consultant identified Site "A" on the west side of the pond as the preferred location for the overlook based on views to the open water and minimal impact to gain access to the proposed pond overlook. The applicant's concern that placing the amenity on the east side (Site "B"), it would be less visible and potentially less secure due to lack of visibility. Site "A" is also more readily accessible from the existing public sidewalk along 11 Mile Road. The suggested motion includes the amenity being provided on the **east** side of the pond (Site B), with an expectation that similar amenities would be provided on a revised plan for that area, as recommended by the City's Parks and Recreation Director.

Rezoning to the TC-1 category would permit the use proposed, however that zoning district is not in compliance with the current Master Plan designation as TC Gateway. The corresponding Gateway East district is intended as a transitional zoning into the Town Center area, allowing office, retail, financial, and restaurant uses as principle permitted. Residential uses are only permitted under the Special Development Option, which requires a minimum parcel size of 5 acres, and has requirements for buffers and screening between uses. The TC-1 District does correspond to the nearby original Sakura Novi development.

Staff had previously mentioned concerns with the proposed use's compatibility and buffering from the adjacent uses that will remain I-1 Light Industrial. Being adjacent to a residential development will require additional setbacks or other restrictions, which can be an added burden to surrounding non-residential landowners. Landowners would also be responsible for providing the 10 - 15-foot berm if they were to redevelop under Light Industrial standards. To provide additional screening, the applicant has revised their plan to increase the landscape screening along the eastern property line and added a fence and landscaping to the southern property line.

The Traffic Study notes that the number of residential units proposed would likely result in fewer vehicle trips compared to a Light Industrial development. Engineering notes there is capacity for the water and sewer demands for the proposed use, and stormwater detention is to be provided in underground systems. The buildings proposed have the same facades as were previously approved for Sakura Novi.

The request to rezone includes the condition to limit the use of the property to the use and number of units indicated on the site plan, which would provide restrictions, unless the agreement is amended. Additional conditions proposed include a limitation on building height and exceeding the open space requirement. The full list of proposed conditions and deviations requested is included in the suggested motion.

PLANNING COMMISSION
The Planning Commission held a Public Hearing on the formal PRO Plan on October 16, 2024 and recommended approval to the City Council. Comments made at that time are reflected in the meeting minutes included in this packet.

CITY COUNCIL ACTION
If the City Council is inclined to approve the rezoning request with PRO at this time, the City Council's motion would be to direct the City Attorney to prepare a PRO Agreement with specified PRO Conditions. Once completed, the PRO Agreement will return to Council for final approval.

RECOMMENDED ACTION: Tentative indication that Council may **approve** the request of Sakura Novi Residential, LLC, for Sakura East JZ23-41 with Zoning Map Amendment 18.743, to rezone from Light Industrial (I-1) to Town Center One (TC-1), subject to a Planned Rezoning Overlay (PRO) Agreement, and corresponding PRO Concept Plan, and direction to the City Attorney to prepare the PRO Agreement including items A through C:

A. All deviations from the ordinance requirements shall be identified and included in PRO Agreement, including:

1. Allowable Number of Rooms (*4.82.2.B*): Planning deviation from Section 4.82.2.B to allow an increase in the number of rooms permitted on the property up to 225 rooms, *because it is within the allowable increase of the TC-1 ordinance*.

2. Sidewalks (Sec 3.27.1.I): Planning deviation from Section 3.27.1.I to permit the existing 6-foot sidewalk rather than the 12.5-foot-wide sidewalk required in the TC-1 District on a non-residential collector road, *as this is consistent with the existing sidewalk width along 11 Mile Road and is not considered a gathering space in this area.*

3. Pedestrian Connectivity (Sec. *3.8.2.G):* Planning deviation to allow a 5-foot sidewalk along the west side of the entrance driveway only instead of on both sides of the drive, *since it is a relatively small development and areas to the east do not have many walkable destinations, and fewer trees would be provided.*

4. Landscape Screening (Sec. 5.5.3.B.ii and iii): Landscaping deviation from Section 5.5.3.B.ii and iii. for the lack of a berm between the site and adjacent industrial properties, *as the applicant has provided evergreen trees and arborvitaes for screening, as well as a fence along the southern property line.*

5. Major Drive (Sec. 5.10): Planning deviation to allow a 24-foot driveway width entering the site, where the ordinance requires a major drive to be 28-feet back-to-back width, *as the site has a relatively low number of trips.*

6. Section 9 Waiver (Section 5.15): Façade deviation from Section 5.15 to permit the underage of brick (26% proposed, 30% required) on the front façade, and the overage of Cement Fiber Siding (58% proposed, 50% allowed) on the side facades of the Matsu building style, *as the deviation is minor and does not adversely impact the aesthetic quality of the building.*

B. The following conditions shall be requirements of the PRO Agreement:

1. The height of the buildings will be limited to 35 feet. *The ordinance permits up to 5 stories or 65 feet in TC-1, so limiting the height would be more restrictive.*

2. The use of the property is restricted to 45 attached residential units, with a total room count of 225 and a density of 14.3. *This would provide a restriction of the use of the property, as well as layout in conformity with the PRO Plan.*

3. The total open space of the site will exceed the 15% requirement, with no less than 48% provided, *which exceeds the ordinance requirements. The amenities*
4. The distance between buildings will be a minimum of 15 feet.

5. No more than 7 units would be in a single building, *which is more limiting than the ordinance allows.*

6. Screening between adjacent properties including fences and landscaping as shown in the PRO Plan.

C. This motion is made because the proposed Town Center One zoning district is a reasonable alternative to the Gateway East District recommended in the Future Land Use Map, and fulfills the intent of the Master Plan for Land Use, and because:

1. A reduction in traffic compared to development under the current zoning**.** The traffic study shows a difference of about 20 fewer trips compared to a general light industrial use, or up to 835 fewer trips compared to a medical office use.

2. The plan shows that the total open space areas to be provided will exceed the 15% Open Space requirement of the TC-1 district, with approximately 45% shown.

3. The project will exceed the 9,000 square foot Usable Open Space requirement, with about 17,200 square feet proposed.

4. Preservation of the on-site wetland**.** The wetland is very small in size (less than 0.1 acre) but does represent an ecological benefit.

5. A publicly accessible wetland overlook amenity to be provided on the City's parcel on the **east** side of the pond with similar amenities as shown on the plan for the west side of the pond, that shall be shown on a revised PRO Plan.

6. The detriments to the City from the multiple family development as proposed in this location are not substantial overall, so while the benefits to the public of this proposed use resulting from the conditions above are somewhat minor, they do tend to outweigh the detriments.

MAPS

Location

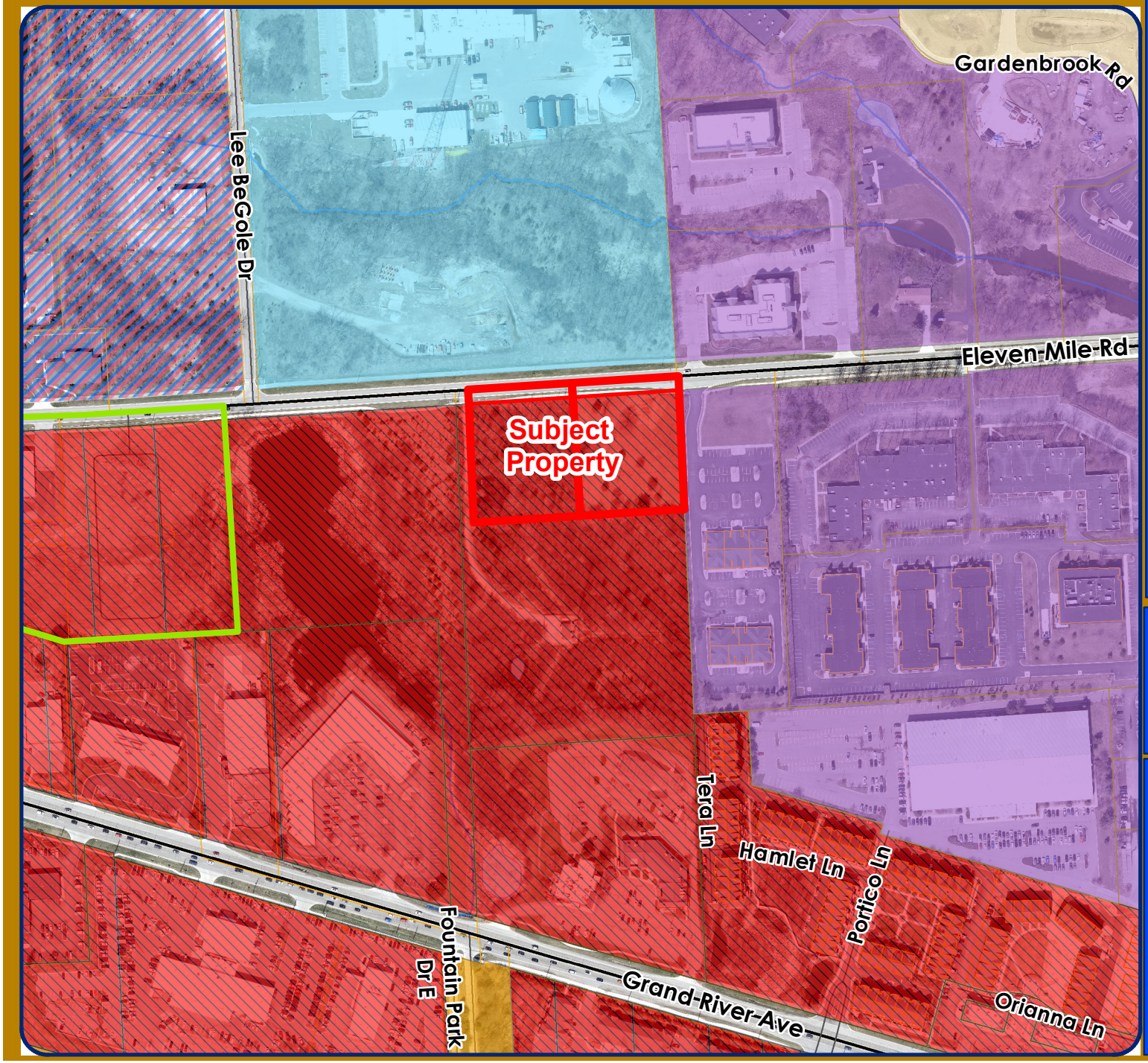
Zoning

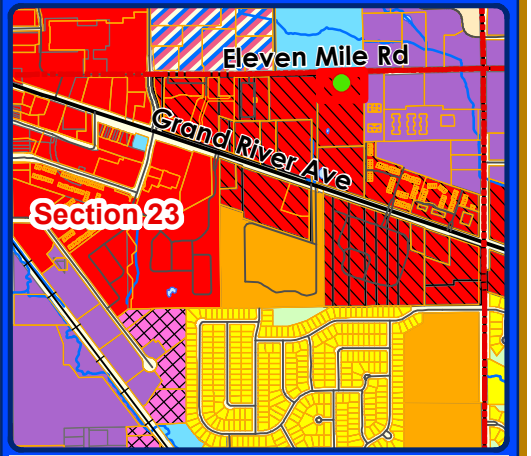
Future Land Use

Natural Features

SAKURA EAST PRO

FUTURE LAND USE





Legend

- Multiple-Family Residential
- Office Commercial
- Industrial, Research, Development and Technology
- Town Center Gateway
- Educational Facility
- Public
- Subject Property

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

Map Author: Lindsay Bell
Date: 11/2/23
Project: SAKURA EAST PRO
Version #: 1

Feet
0 70 140 280 420

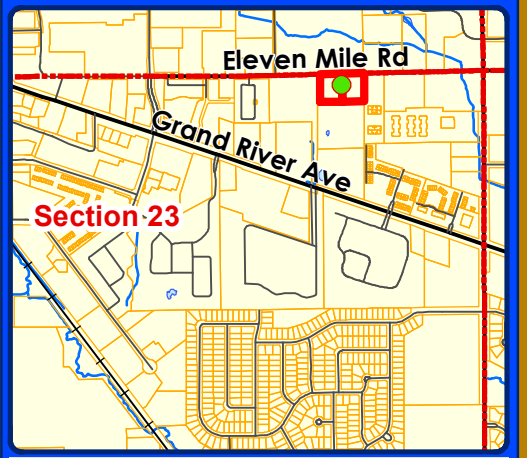
1 inch = 333 feet

MAP INTERPRETATION NOTICE

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

SAKURA EAST PRO

LOCATION



Legend

Subject Property

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

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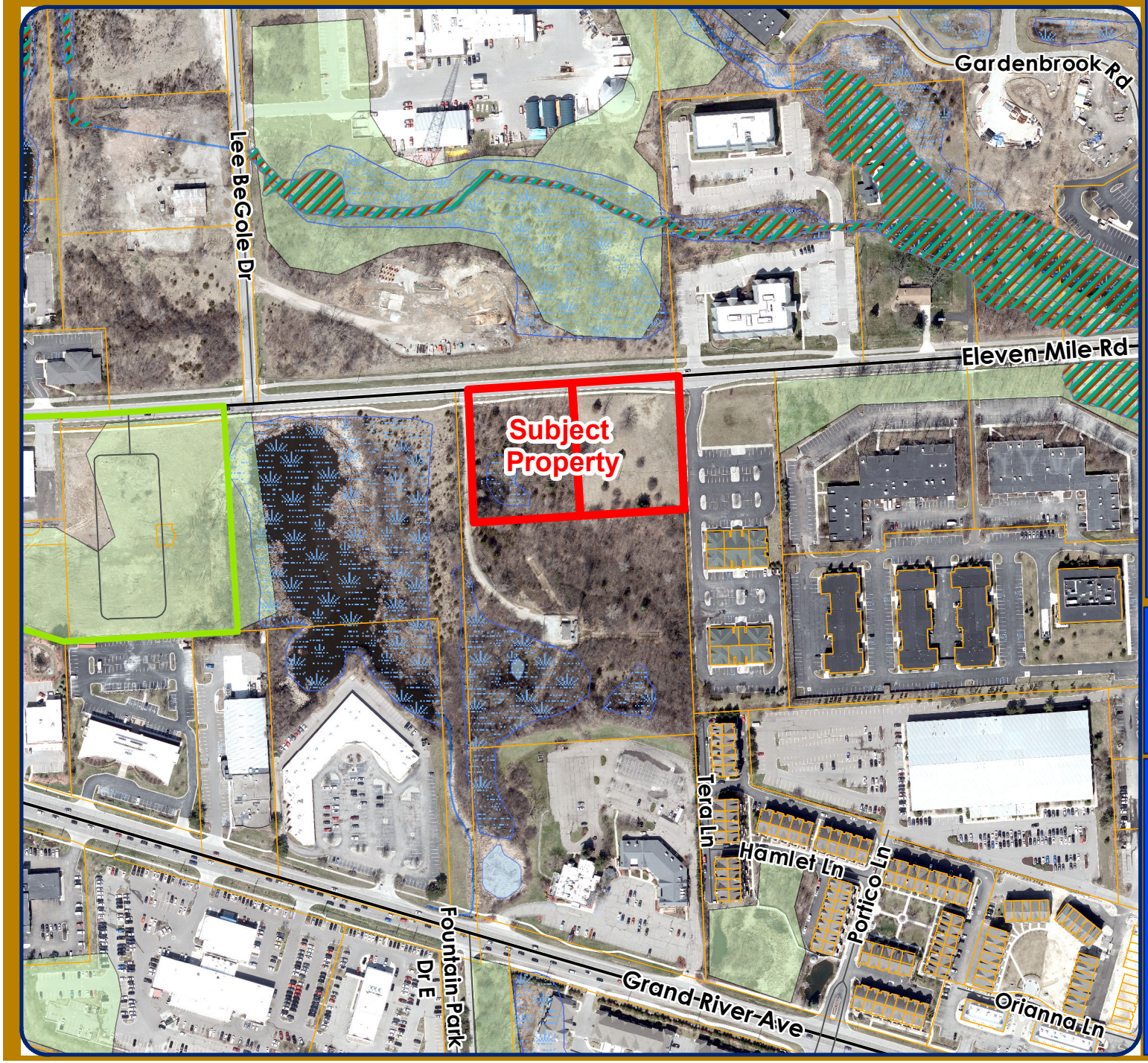
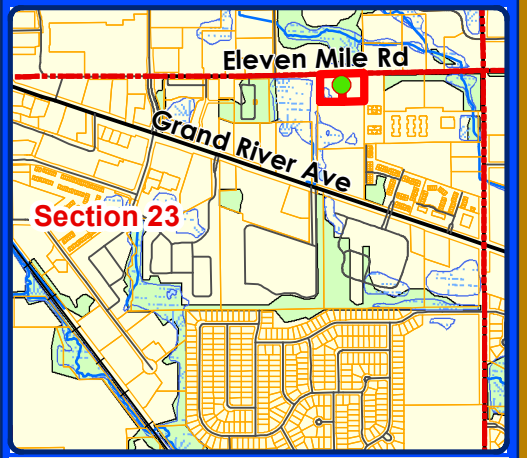
SAKURA EAST PRO

NATURAL FEATURES





Legend

FEMA Flood Zone

Flood Zone

- AE - Base floodplain
- Wetlands
- Woodlands
- Subject Property

City of Novi

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

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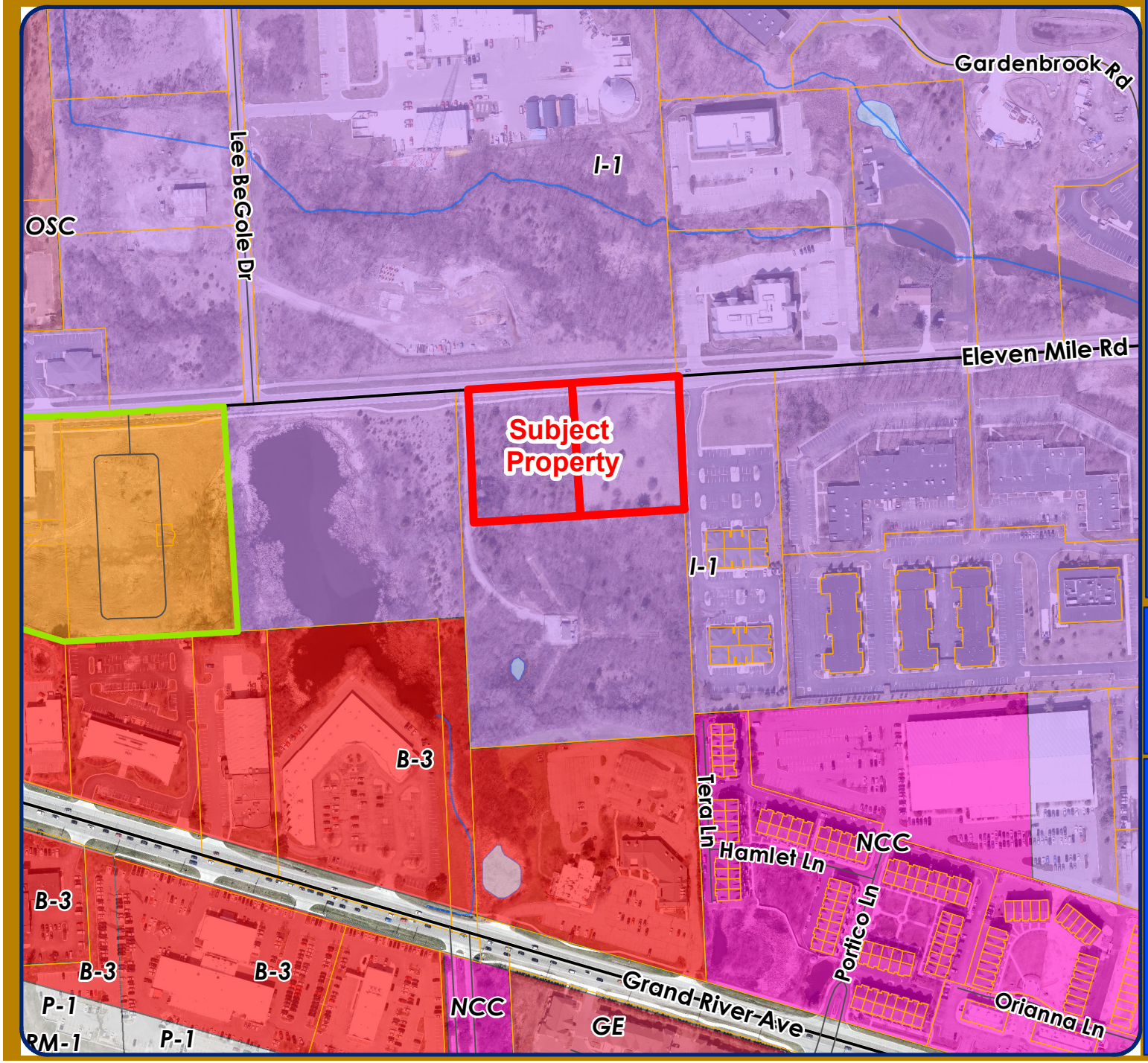
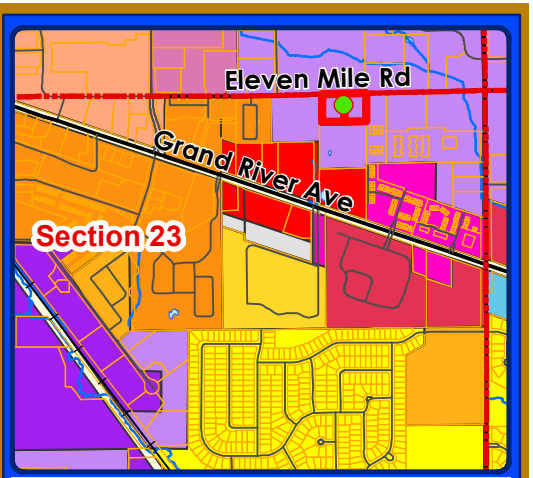
SAKURA EAST PRO

ZONING





Legend

- RM-1: Low-Density Multiple Family
- B-3: General Business District
- GE: Gateway East District
- I-1: Light Industrial District
- NCC: Non-Center Commercial District
- OSC: Office Service Commercial
- P-1: Vehicular Parking District
- TC-1: Town Center -1 District
- Subject Property

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FORMAL PRO CONCEPT PLAN
July 30, 2024

Site Data:

Gross Site Area:	3.5 Ac.	Parking:	
Net Site Area:	3.1 Ac.	Garage Parking:	68 spaces
Proposed Units:	45 Units	Apron Parking:	46 spaces
1 Car Townhomes:	22 Units	Guest Parking:	21 spaces
2 Car Townhomes:	23 Units	Parking Distribution:	3.00 spaces / Du.
Proposed Density:	14.52 Du. / Ac.		
		Road Width:	24'
Building Setbacks:		Road Length:	962 LF
Front Yard:	23'	Road Length per Unit:	21.38 LF / Du.
Side Yard:	24' min.		
Rear Yard:	40'	General Open Space:	1.53 Ac.
Building Separation:	15' min.	Open Space Percentage:	48.88%
		Usable Open Space:	0.38 Ac.

Site Plan Rendering

Sakura East
Novi, Michigan
Robertson Brothers Homes

July 2024

Prepared By: Land Design Studio
750 Forest Avenue - Suite 101
Birmingham, MI 48009

Prepared For: Robertson Brothers Homes
6905 Telegraph Road - Suite 200
Bloomfield Hills, MI 48301
(248) 657-4968

0 10' 20' 40' 60' 100'

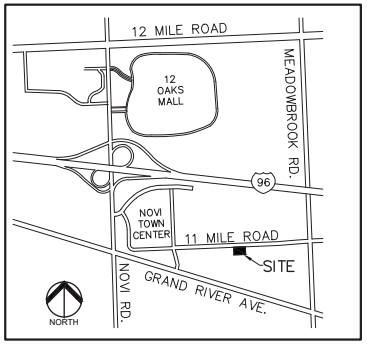
North

PRELIMINARY SITE PLANS

SAKURA EAST

PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.

NOVI, OAKLAND COUNTY, MICHIGAN



LOCATION MAP
SCALE: 1" = 1/4 MILE

INDEX OF DRAWINGS	
NUMBER	TITLE
	COVER SHEET
P-1	TOPOGRAPHIC SURVEY
P-2	PRELIMINARY SITE PLAN
P-3	PRELIMINARY GRADING PLAN
P-4	PRELIMINARY UTILITY PLAN
P-4.1	PRELIMINARY EASEMENT PLAN
P-5	NOTES AND DETAILS
L-1	OVERALL LANDSCAPE CONCEPT
L-2	OPEN SPACE PLAN
L-3	LANDSCAPE PLAN - WEST
L-4	LANDSCAPE PLAN - EAST
L-5	BUILDING FOUNDATION LANDSCAPE
L-6	AMENITY ENLARGEMENT PLANS
L-7	TREE PRESERVATION PLAN
L-8	TREE SURVEY
L-9	LANDSCAPE DETAILS & NOTES
L-10	PUBLIC WETLAND OVERLOOK AMENITY
23-12741	EXTERIOR PHOTOMETRIC PLAN
23-12741	EXTERIOR PHOTOMETRIC PLAN

DESIGN TEAM

OWNER/APPLICANT/DEVELOPER

ROBERTSON BROTHERS HOMES
6905 TELEGRAPH ROAD, SUITE 200
BLOOMFIELD HILLS, MI 48301
CONTACT: TIM LOUGHRIN
PHONE: 248.282.1428
EMAIL: TLOUGHRIN@ROBERTSONHOMES.COM

CIVIL ENGINEER

PEA GROUP
1849 POND RUN
AUBURN HILLS, MI 48326
CONTACT: JOHN B. THOMPSON, PE
PHONE: 844.813.2949
EMAIL: JTHOMPSON@PEAGROUP.COM

LANDSCAPE ARCHITECT

LAND DESIGN STUDIOS
750 FOREST AVE., SUITE 101
BIRMINGHAM, MI 48009
CONTACT: TAD KREAR
PHONE: 248.594.3220
EMAIL: TAD@LDSRO.COM

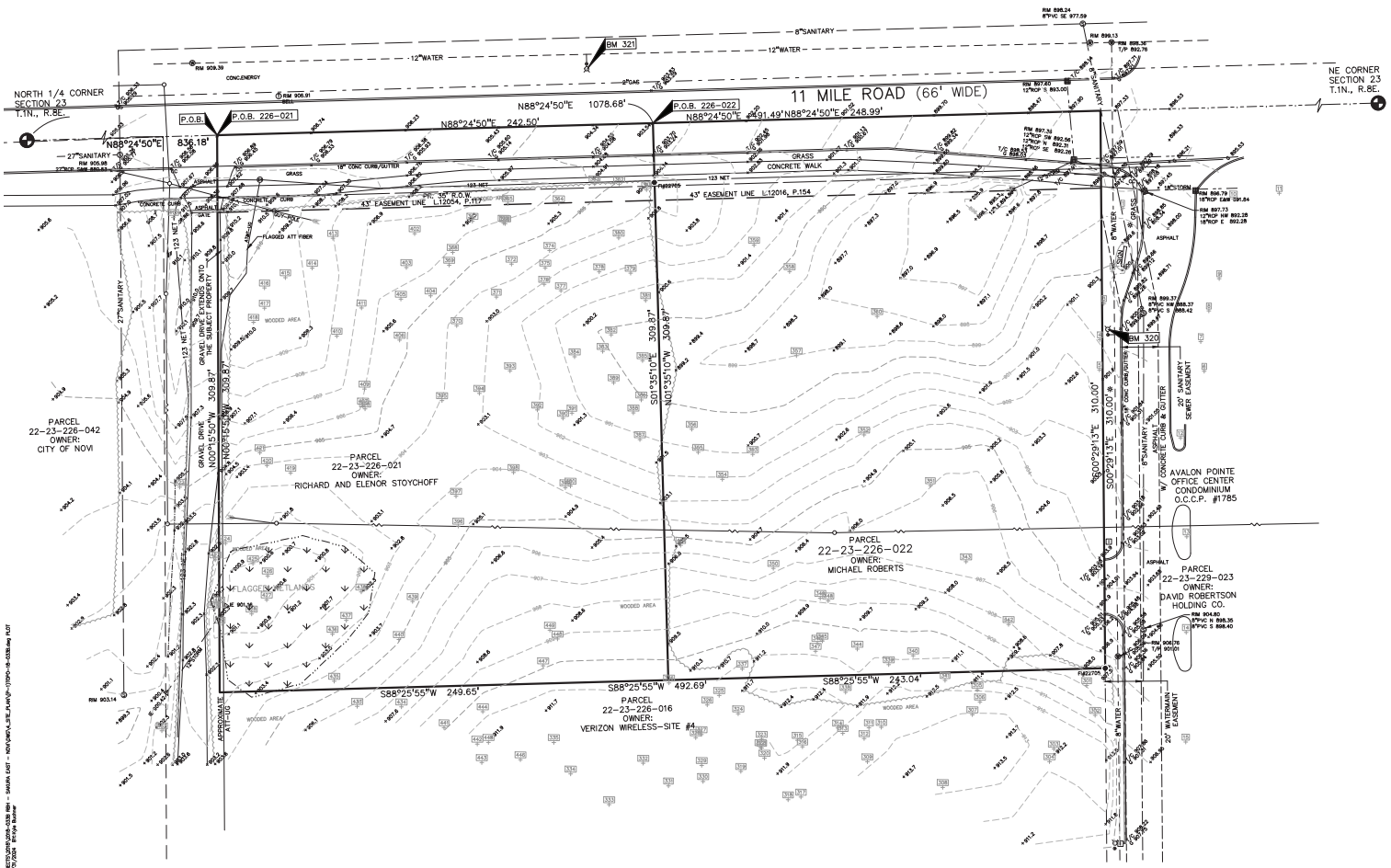
PEA GROUP

REVISIONS	
DESCRIPTION	DATE
ORIGINAL ISSUE DATE	5/13/2024
REVISED PER PLANNING REVIEW DATED 6/13/2024	2024-07-30

SAKURA EAST | PEA JOB NO. 2018-033B | PRELIMINARY SITE PLANS

CITY OF NOVI JOB # JZ23-41/JSP23-0026

NOT FOR CONSTRUCTION



LEGEND:

- EX. OH, ELEC. POLE & GUY WIRE
- EX. U.G. CABLE TV & PEDESTAL
- EX. U.G. COMMUNICATION LINE, PEDESTAL & MANHOLE
- EX. U.G. ELEC.MANHOLE, METER & HANDHOLE
- EX. GAS LINE
- EX. GAS VALVE & GAS LINE MARKER
- EX. TRANSFORMER & IRRIGATION VALVE
- EX. WATER MAIN
- EX. HYDRANT, GATE VALVE & POST INDICATOR VALVE
- EX. WATER VALVE BOX & SHUTOFF
- EX. SANITARY SEWER
- EX. SANITARY CLEANOUT & MANHOLE
- EX. COMBINED SEWER MANHOLE
- EX. STORM SEWER
- EX. CLEANOUT & MANHOLE
- EX. SQUARE, ROUND & BEEHIVE CATCH BASIN
- EX. YARD DRAIN, U.G. ROOF DRAIN & DOWNSPOUT
- EX. UNIDENTIFIED STRUCTURE
- EX. MAILBOX, SIGN, LIGHTPOLE & GUARD POST
- EX. FENCE
- EX. GUARD RAIL
- EX. DEC. TREE, CONIFEROUS TREE & SHRUB
- EX. TREE TAG, & TREE LINE
- EX. SPOT ELEVATION
- EX. CONTOUR
- EX. WETLAND
- IRON FOUND / SET
- NAIL FOUND / NAIL & CAP SET
- BRASS PLUG SET
- MONUMENT FOUND / SET
- SECTION CORNER FOUND
- R M C RECORDED / MEASURED / CALCULATED

REFERENCE DRAWINGS:

WATER MAIN	CITY OF NOVI
SANITARY SEWER	CITY OF NOVI
STORM SEWER	CITY OF NOVI
ELECTRIC	XXXXXXXXXX
TELEPHONE	AT&T AND 123 NET
GAS	CONSUMERS ENERGY
OTHER	AVALON POINTE CONDOMINIUM

LEGAL DESCRIPTION:

Parcel 22-23-226-021
(Per First American Title Insurance Company Commitment No. 849041, effective date May 08, 2019)

Land in the City of Novi, Oakland County, MI, described as follows:

Part of the Northeast 1/4 of Section 23, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, being more particularly described as beginning at a point North 88 degrees 24 minutes 50 seconds East, 836.18 feet along the North line of Section 23 from the North 1/4 corner of said Section 23; thence continuing North 88 degrees 24 minutes 50 seconds East, 242.50 feet; thence South 01 degree 35 minutes 10 seconds East, 309.87 feet; thence South 88 degrees 25 minutes 55 seconds West, 249.65 feet; thence North 00 degrees 15 minutes 50 seconds West, 309.87 feet to the Point of Beginning.

Parcel 22-23-226-022
(Per First American Title Insurance Company Commitment No. 849037, effective date May 03, 2019)

Land in the City of Novi, Oakland County, MI, described as follows:

Part of the Northeast 1/4 of Section 23, Town 1 North, Range 8 East, City of Novi, Oakland County, Michigan, being more particularly described as beginning at a point North 88 degrees 24 minutes 50 seconds East, 1078.68 feet along the North line of Section 23 from the North 1/4 corner of said Section 23; thence continuing North 88 degrees 24 minutes 50 seconds East, 248.99 feet; thence South 00 degrees 29 minutes 13 seconds East, 310.00 feet; thence South 88 degrees 25 minutes 55 seconds West, 243.04 feet; thence North 01 degree 35 minutes 10 seconds West, 309.87 feet to the Point of Beginning.

BENCHMARKS:
(NAVD88 DATUM GPS DERIVED)

BM 321
Arrow on hydrant on the north side of 11 Mile Road, 325'± west of the driveway to Avalon Center.
Elevation 908.27

BM 320
Arrow on hydrant 90 feet south of the south curb of 11 Mile Road on the west line of Avalon Center.
Elevation 902.77

FLOODPLAIN:

By graphical plotting, the subject parcel is in "Areas determined to be outside of the 0.2% annual chance floodplain. (Zone X)" per FEMA Flood Insurance Rate Map Number 26125C-0627F, Effective September 29, 2006.

PEA GROUP
t: 844.813.2949
www.peagroup.com

NORTH

0 15 30 60
SCALE: 1" = 30'

811 Know what's below. Call before you dig.

CAUTION!!
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES SHOWN ON THIS PLAN ARE APPROXIMATE. NO GUARANTEE IS EITHER EXPRESSED OR IMPLIED AS TO THE COMPLETENESS OR ACCURACY THEREOF. IT IS THE RESPONSIBILITY OF THE CONTRACTOR RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
ROBERTSON BROTHERS CO.
6905 TELEGRAPH ROAD, SUITE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
SAKURA EAST
PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.
NOVI, MICHIGAN

REVISIONS

REV PER PLANNING - 6/13/24	7/30/2024

ORIGINAL ISSUE DATE:
MAY 13, 2024

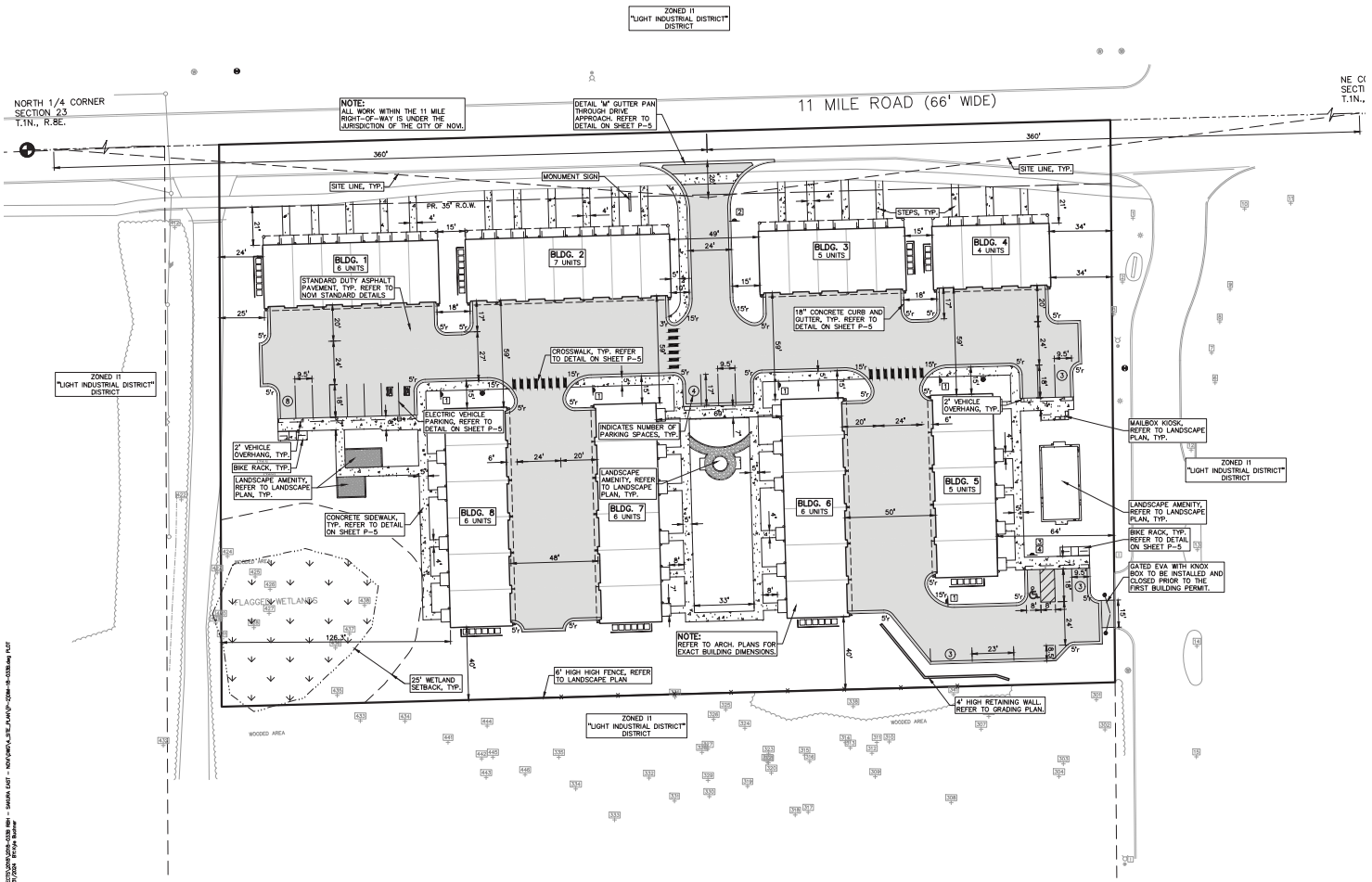
DRAWING TITLE
TOPOGRAPHIC SURVEY

PEA JOB NO.	2018-33B
P.M.	JBT
DN.	KMB
DES.	DSK

DRAWING NUMBER:
P-1

NOT FOR CONSTRUCTION

S:\PROJECTS\2018\2018-033B Rth + SAKURA EAST — NOVI\DWG\A_SITE_PLAN\P-1TOPO-18-033B.dwg PLOT DATE: 7/31/2024 BY: Kyle Bulmer



LEGEND:

- CONCRETE PAVEMENT (STD DUTY / HEAVY DUTY / FLOW LINE ONLY)
- ASPHALT PAVEMENT (STD DUTY / HEAVY DUTY / HEAVY DUTY)
- GRAVEL
- WETLAND
- CONCRETE CURB AND GUTTER
- REVERSE GUTTER PAN
- SETBACK LINE
- SIGN
- LIGHTPOLE
- FENCE
- GUARD RAIL

GENERAL NOTES:

THESE NOTES APPLY TO ALL CONSTRUCTION ACTIVITIES ON THIS PROJECT.

1. ALL DIMENSIONS SHOWN ARE TO BACK OF CURB, FACE OF SIDEWALK, OUTSIDE FACE OF BUILDING, PROPERTY LINE, CENTER OF MANHOLE/CATCH BASIN OR CENTERLINE OF PIPE UNLESS OTHERWISE NOTED.
2. 'NO PARKING-FIRE LANE' SIGNS SHALL BE POSTED ALONG ALL FIRE LANES AT 100 FOOT INTERVALS OR AS DIRECTED BY THE FIRE OFFICIAL.
3. REFER TO NOTES & DETAILS SHEET FOR ON-SITE PAVING DETAILS.
4. REFER TO NOTES & DETAILS SHEET FOR ON-SITE SIDEWALK RAMP DETAILS

SITE DATA TABLE:

SITE AREA: 3.5 ACRES GROSS AND 3.1 ACRES NET

CURRENT ZONING: I-1 (LIGHT INDUSTRIAL DISTRICT)
PROPOSED ZONING: TC-1 (TOWN CENTER - 1)

PROPOSED USE: MULTIFAMILY HOUSING (8 BUILDINGS, 45 UNITS)

BUILDING INFORMATION (TC-1):
MAXIMUM ALLOWABLE BUILDING HEIGHT = 65 FT.(5 STORIES)
PROPOSED BUILDING HEIGHT = 35 FT. (3 STORIES)

BUILDING FOOTPRINT AREA = 27,733 SF.

BUILDING LOT COVERAGE = 20%

SETBACK REQUIREMENTS (TC-1):	REQUIRED:	PROPOSED:
FRONT (NORTH)	20'	23'
SIDE (EAST)	10'	34'
SIDE (WEST)	10'	24'
REAR (SOUTH)	10'	40'

PARKING CALCULATIONS:
RESIDENTIAL = 2 SPACE PER DWELLING UNIT
TOTAL RESIDENTIAL PARKING REQUIRED = 45 UNITS x 2 SPACES = 90 SPACES

TOTAL PROPOSED PARKING SPACES = 100 SPACES
21 SURFACE SPACES INC. 1 HIC SPACES
45 GARAGE SPACES
34 DRIVEWAY SPACES

BICYCLE PARKING REQUIRED = 1 SPACE PER 5 DWELLING UNITS = 9 SPACES
BICYCLE PARKING PROVIDED = 10 SPACES

OPEN SPACE (TC-1):
MINIMUM OPEN SPACE REQUIRED = 15%
PROVIDED OPEN SPACE = 35%

SITE SOILS INFORMATION:
ACCORDING TO THE USDA NATURAL RESOURCES CONSERVATION SERVICE WEB SOIL SURVEY FOR OAKLAND COUNTY, THE SITE CONSISTS OF THE FOLLOWING SOIL TYPE:

MARLETTE SANDY LOAM

SIGN LEGEND:

'NO PARKING FIRE LANE' SIGN	1	5 EA.
'STOP' SIGN	2	1 EA.
'BARRIER FREE PARKING' SIGN	3	1 EA.
'VAN ACCESSIBLE' SIGN	4	1 EA.

REFER TO DETAIL SHEET FOR SIGN DETAILS

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NORTH

0 15 30 60
SCALE: 1" = 30'

811

CAUTION!!
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CLIENT
ROBERTSON BROTHERS CO.
6905 TELEGRAPH ROAD, SUITE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
SAKURA EAST
PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.
NOVI, MICHIGAN

REVISIONS
REV PER PLANNING - 6/13/24 7/30/2024

ORIGINAL ISSUE DATE:
MAY 13, 2024

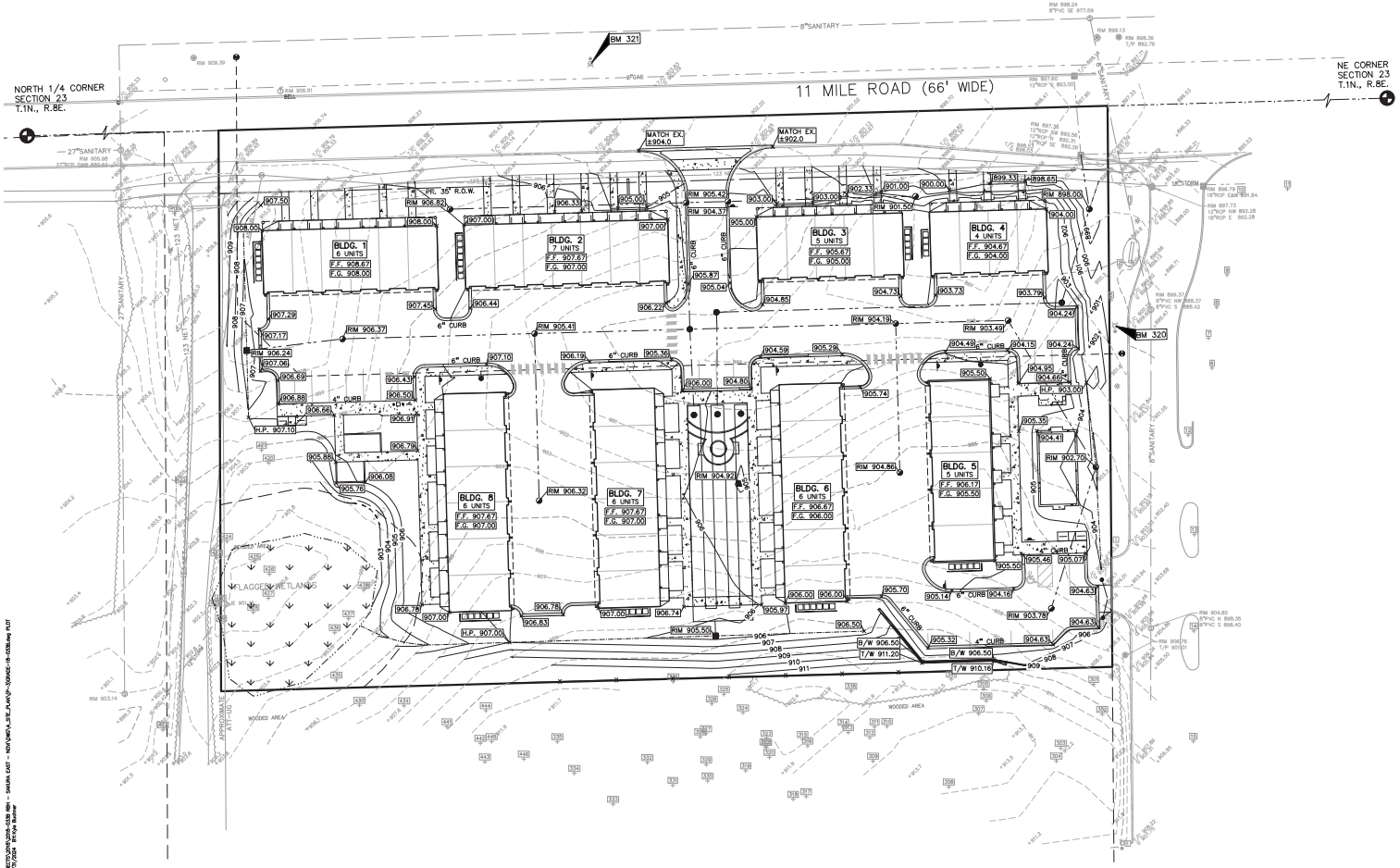
DRAWING TITLE
PRELIMINARY SITE PLAN

PEA JOB NO.	2018-33B
P.M.	JBT
DN.	KMB
DES.	DSK

DRAWING NUMBER:
P-2

NOT FOR CONSTRUCTION

S:\PROJECTS\2018\2018-033B HH + SAKURA EAST — NOVI\CAD\LA_SITE_PLAN\LP-2018-33B.dwg PLOT DATE: 7/31/2024 BY: Ryan Buckner



GRADING LEGEND:

- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION: TYPICALLY TOP OF PAVEMENT IN PAVED AREAS, GUTTER GRADE IN CURB LINES.
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED REVERSE GUTTER PAN
- PROPOSED RIDGE LINE
- PROPOSED SWALE/DITCH

ABBREVIATIONS

T/C = TOP OF CURB	G = GUTTER GRADE
T/P = TOP OF PAVEMENT	F.G. = FINISH GRADE
T/S = TOP OF SIDEWALK	RIM = RIM ELEVATION
T/W = TOP OF WALL	B/W = BOTTOM OF WALL

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NORTH

0 15 30 60
SCALE: 1" = 30'

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PROJECT TITLE
SAKURA EAST
PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.
NOVI, MICHIGAN

REVISIONS

REV PER PLANNING - 6/13/24	7/30/2024

ORIGINAL ISSUE DATE:
MAY 13, 2024

DRAWING TITLE
PRELIMINARY GRADING PLAN

PEA JOB NO.	2018-33B
P.M.	JBT
DN.	KMB
DES.	DSK

DRAWING NUMBER:
P-3

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S:\PROJECTS\2018\2018-033B RBH - SAKURA EAST - NOVI\CIVIL\4_SITE_PLAN\DP-2\2018033B-18-133B.dwg 4:07
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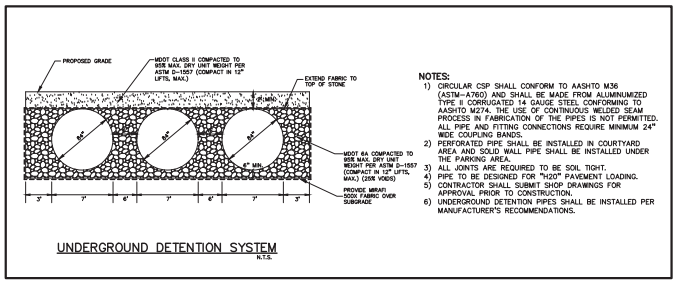


UNDERGROUND DETENTION SYSTEM
N.T.S.

NOTES:
1) CIRCULAR CSP SHALL CONFORM TO AASHTO M36 (ASTM-A760) AND SHALL BE MADE FROM ALUMINUMIZED TYPE II CORRUGATED 14 GAUGE STEEL CONFORMING TO AASHTO M274. THE USE OF CONTINUOUS WELDED SEAM PROCESS IN FABRICATION OF THE PIPES IS NOT PERMITTED. ALL PIPE AND FITTING CONNECTIONS REQUIRE MINIMUM 24" WIDE COUPLING BANDS.
2) PERFORATED PIPE SHALL BE INSTALLED IN COURTYARD AREA AND SOLID WALL PIPE SHALL BE INSTALLED UNDER THE PARKING AREA.
3) ALL JOINTS ARE REQUIRED TO BE SOIL TIGHT.
4) PIPE TO BE DESIGNED FOR "H20" PAVEMENT LOADING.
5) CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR APPROVAL PRIOR TO CONSTRUCTION.
6) UNDERGROUND DETENTION PIPES SHALL BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS.

CITY OF NOVI STORM SEWER FRAME AND COVER NOTES

CATCH BASIN - PAVEMENT
FRAME: EJ 1040
COVER: TYPE "M1"

CATCH BASIN - 6' OF PAVEMENT
FRAME: EJ 1040
COVER: TYPE "M1"

CATCH BASIN - CURB
FRAME: EJ 7045 OR 7065
COVER: TYPE "M1"

CATCH BASIN/INLET - YARD
FRAME: 1040Z
COVER: TYPE "02"

2' CATCH BASIN/INLET - YARD
FRAME: EJ 1030
COVER: TYPE "01"

MANHOLE
FRAME: EJ 1040
COVER: TYPE "B"

WATER MAIN BASIS OF DESIGN:
(Unit Factors Based on Oakland County Unit Assignment Factors)

Multi-Family Residence	
1 Bedroom units	45
Unit Factor	1 / Unit
REU	45

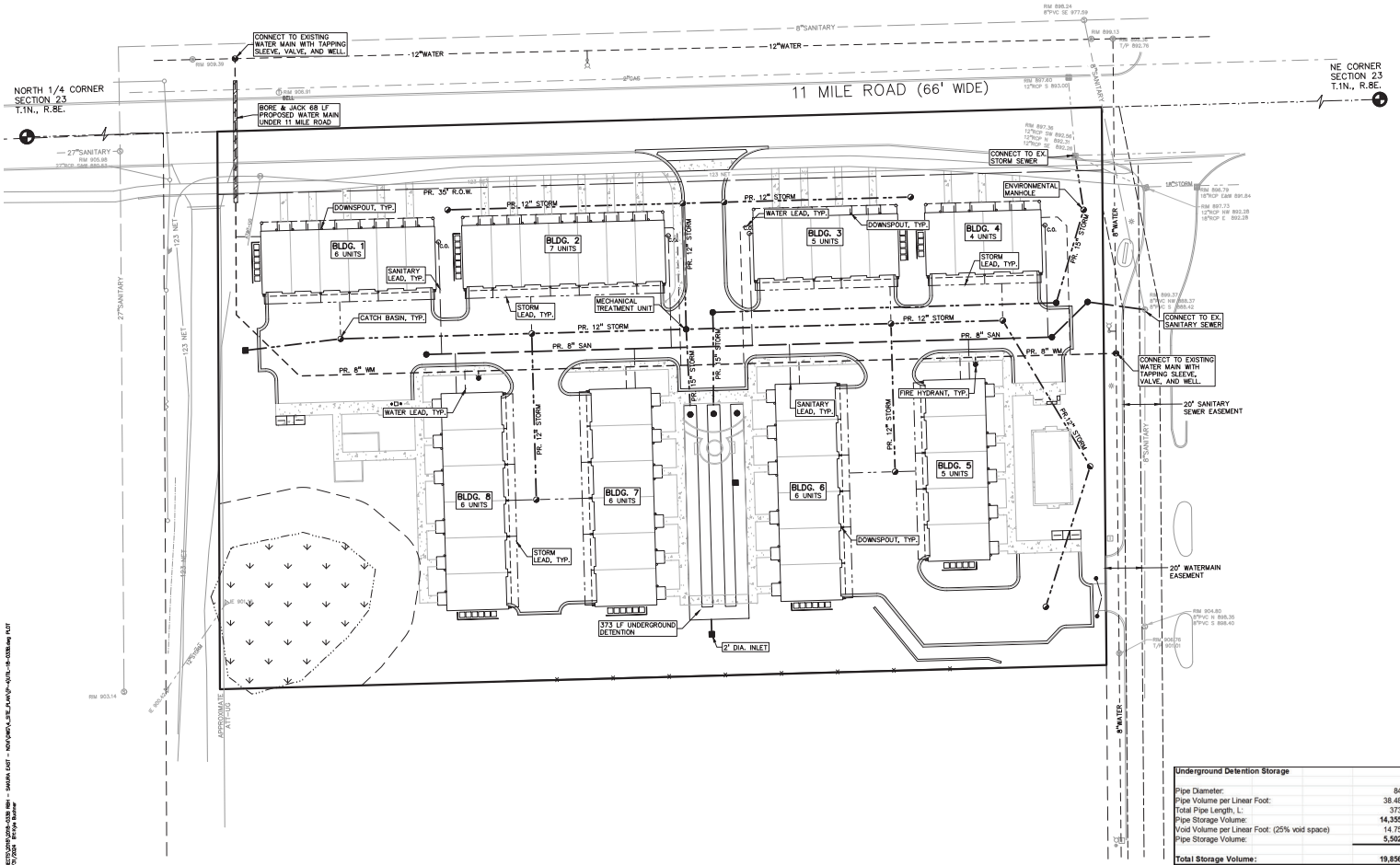
TOTAL	
REU	45
Population (P) (3.2 PEOPLE/REU)	144 People
Average Flow (150 GPCPD)	21,600 G.P.D.
	0.033 C.F.S.
	0.022 M.G.D.
Design Max. Flow = (2*avg)	43,200 G.P.D.
	0.067 C.F.S.
	0.043 M.G.D.

SANITARY SEWER BASIS OF DESIGN:
(Unit Factors Based on Oakland County Unit Assignment Factors)

Multi-Family Residence	
Units	45
Unit Factor	1 / Unit
REU	45

TOTAL	
REU	45
Population (P) (3.2 PEOPLE/REU)	144 People
Average Flow (100 GPCPD)	14,400 G.P.D.
Peaking Factor (PF)	4.00
PF = (18+sqrt(P))/(4+sqrt(P))	
Peak Flow (G.D.P.)	57,600 G.P.D.
Peak Flow (C.F.S.)	0.089 C.F.S.
8" Pipe at 0.40% Capacity Provided =	0.776 C.F.S.

UTILITY LEGEND:
- EX. OH, ELEC, POLE & GUY WIRE
- EX. U/G, CABLE TV & PEDESTAL
- EX. U/G, COMMUNICATION LINE, PEDESTAL & MANHOLE
- EX. U/G, ELEC.MANHOLE, METER & HANDHOLE
- EX. GAS LINE
- EX. GAS VALVE & GAS LINE MARKER
- EX. TRANSFORMER & IRRIGATION VALVE
- EX. WATER MAIN
- EX. HYDRANT, GATE VALVE & POST INDICATOR VALVE
- EX. WATER VALVE BOX & SHUTOFF
- EX. SANITARY SEWER
- EX. SANITARY CLEANOUT & MANHOLE
- EX. COMBINED SEWER MANHOLE
- EX. STORM SEWER
- EX. CLEANOUT & MANHOLE
- EX. SQUARE, ROUND, & BEEHIVE CATCH BASIN
- EX. YARD DRAIN & ROOF DRAIN
- EX. UNIDENTIFIED STRUCTURE
- PROPOSED WATER MAIN
- PROPOSED HYDRANT AND GATE VALVE
- PROPOSED TAPPING SLEEVE, VALVE & WELL
- PROPOSED POST INDICATOR VALVE
- PROPOSED SANITARY SEWER
- PROPOSED SANITARY CLEANOUT & MANHOLE
- PROPOSED STORM SEWER
- PROPOSED STORM SEWER CLEANOUT & MANHOLE
- PROPOSED CATCH BASIN, INLET & YARD DRAIN



Underground Detention Storage

Pipe Diameter:	84 in
Pipe Volume per Linear Foot:	38.48 cf/lf
Total Pipe Length, L:	373 ft
Pipe Storage Volume:	14,355 cf
Void Volume per Linear Foot: (25% void space)	14.75 cf/lf
Pipe Storage Volume:	5,502 cf
Total Storage Volume:	**19,856 cf**

Site Drainage Data		
Select County:	Oakland	
Existing		
Natural Greenspace area:	1.50 acre	C = 0.25
Select NCRS Soil type:	C	
Improved Greenspace area:	acre	C = 0.25
Select NCRS Soil type:	C	
Wooded Area:	1.52 acre	C = 0.25
Select NCRS Soil type:	C	
Impervious Area:	0.00 acre	C = 0.95
Greenbelt Area:	3.02 acre	C = 0.25
Total Area (A):	3.02 acre	
Weighted Coefficient of Runoff (C):	0.25	
Proposed		
Natural Greenspace area:	0.33 acre	C = 0.25
Select NCRS Soil type:	C	
Improved Greenspace area:	0.67 acre	C = 0.25
Select NCRS Soil type:	C	
Wooded Area:	0.00 acre	C = 0.25
Select NCRS Soil type:	C	
Impervious Area:	2.02 acre	C = 0.95
Greenbelt Area:	1.00 acre	C = 0.25
Total Area (A):	3.02 acre	
Weighted Coefficient of Runoff (C):	0.72	
Rainfall Intensity		
Flood Control Time of Concentration, Tc =	10.00 min	
Rainfall Intensity		
Time of Concentration (T_C)	10.00 min	
Since Tc <= 15 min, I1 = 2.0 in/hr		
I1 = 30.2 /[(T + 9.17)^.81]	2.00 in/hr	
I10 = 50.12 / [(T + 9.17)^.81]	4.58 in/hr	
I100 = 83.3/[(T + 9.17)^.81]	7.62 in/hr	
CPVC: Channel Protection Volume Control Volume		
Vcpvc = (4719)CA	10,261 cf	
CPRC: Channel Protection Rate Control Volume: Extended Detention		
VED= (6897)CA	14,997 cf	
CPRC Allowable Outlet Rate		
Q_{VED} = V_{ED} / (48*60*60)	0.09 cfs	
Water Quality Control		
Forebay Volume = (545)CA	1,185 cf	
Forebay Release Rate: QVF = VF/(48*60*60)	0.01 cfs	
100-Year Allowable Outlet Rate		
Since 2<A<100, Qwr = 1.1055-0.206xln(A)		
Q_{WR} =	0.88 cfs/ac	
100-Year Peak Allowable Discharge		
Area, A =	3.02 ac	
Q_{100P} = Q_{WR}(A)	2.65 cfs	
100-Year Runoff Volume		
V100R = (18,985)CA	41,281 cf	
100-Year Peak Inflow		
Q_{100IN} = CI(I_{100})A	16.57 cfs	
Storage Curve Factor (Vs/Vr)		
R = 0.206-0.15 x ln(Q100P/Q100IN)	0.481	
100-Year Storage Volume		
Vs = R(V100R)	19,856 cf	
No infiltration will be provided, so no CPVC deduction is taken.		
V100 = Vs	19,856 cf	
V_{flood} must be larger or equal to V_{ED} :		
Is V_{100} >= V_{ED} ?	Yes	
V_{flood} =	19,856 cf	

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NORTH
0 15 30 60
SCALE: 1" = 30'

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CLIENT
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6905 TELEGRAPH ROAD, SUITE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
SAKURA EAST
PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.
NOVI, MICHIGAN

REVISIONS
REV PER PLANNING - 6/13/24 7/30/2024

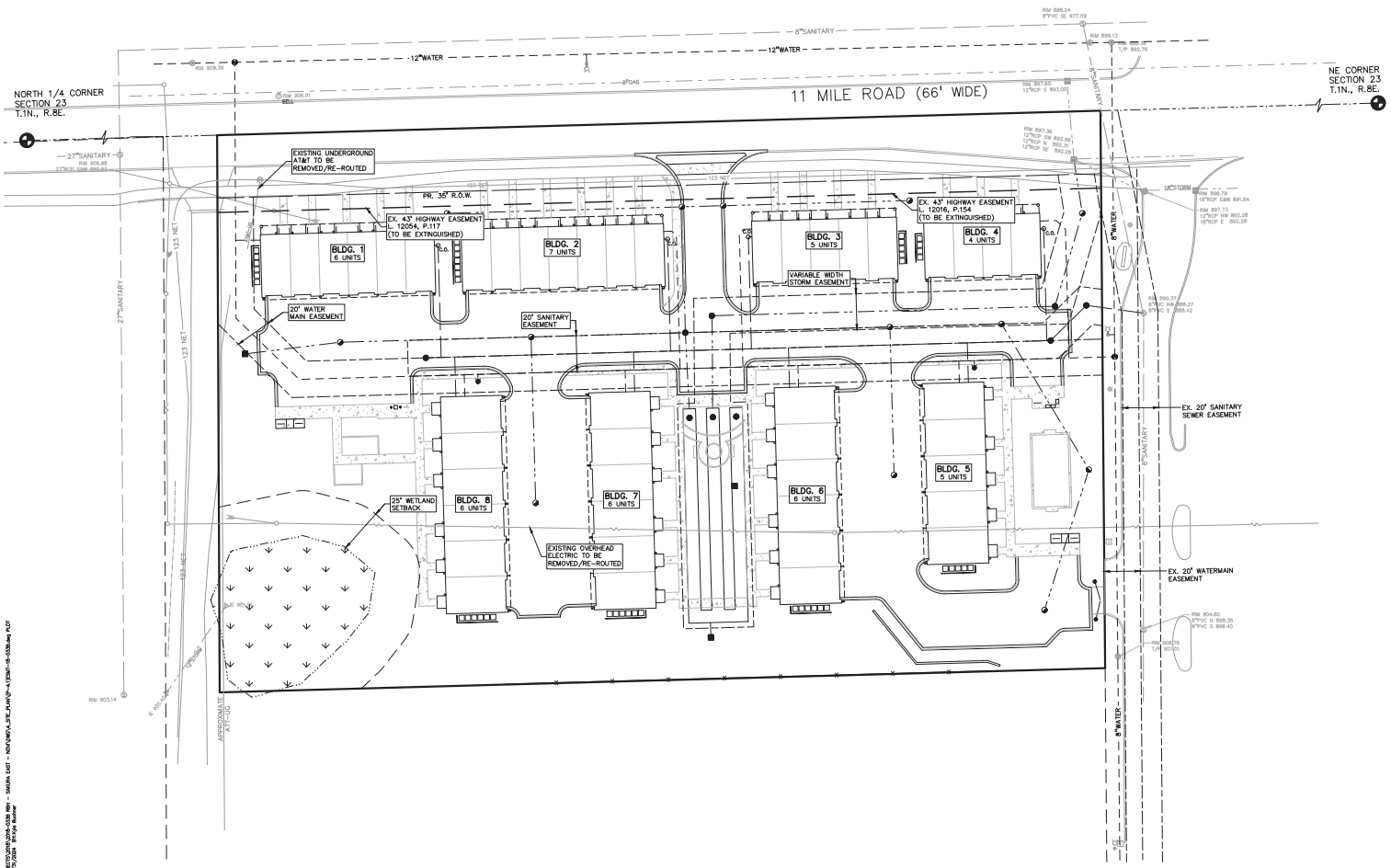
ORIGINAL ISSUE DATE:
MAY 13, 2024

DRAWING TITLE
PRELIMINARY UTILITY PLAN

PEA JOB NO.	2018-33B
P.M.	JBT
DN.	KMB
DES.	DSK

DRAWING NUMBER:
P-4

S:\PROJECTS\2018\2018-033B RBH - SAKURA EAST - NOVI\DWG\A_SITE_PLAN\[P-4]UTIL-18-033B.dwg PLOT DATE: 7/31/2024 BY: Kyle Bulmer



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- EX, U/G, CABLE TV & PEDESTAL
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- EX, STORM SEWER
- EX, CLEANOUT & MANHOLE
- EX, SQUARE, ROUND, & BEEHIVE CATCH BASIN
- EX, YARD DRAIN & ROOF DRAIN
- EX, UNIDENTIFIED STRUCTURE
- PROPOSED WATER MAIN
- PROPOSED HYDRANT AND GATE VALVE
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- PROPOSED STORM SEWER
- PROPOSED STORM SEWER CLEANOUT & MANHOLE
- PROPOSED CATCH BASIN, INLET & YARD DRAIN

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NORTH

0 15 30 60
SCALE: 1" = 30'

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CLIENT
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6905 TELEGRAPH ROAD, SUITE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
SAKURA EAST
PART OF THE NE 1/4 OF SECTION 23, T. 01 N., R. 08 E.
NOVI, MICHIGAN

REVISIONS

REV PER PLANNING - 6/13/24	7/30/2024

ORIGINAL ISSUE DATE:
MAY 13, 2024

DRAWING TITLE
PRELIMINARY EASEMENT PLAN

PEA JOB NO.	2018-33B
P.M.	JBT
DN.	KMB
DES.	DSK

DRAWING NUMBER:
P-4.1

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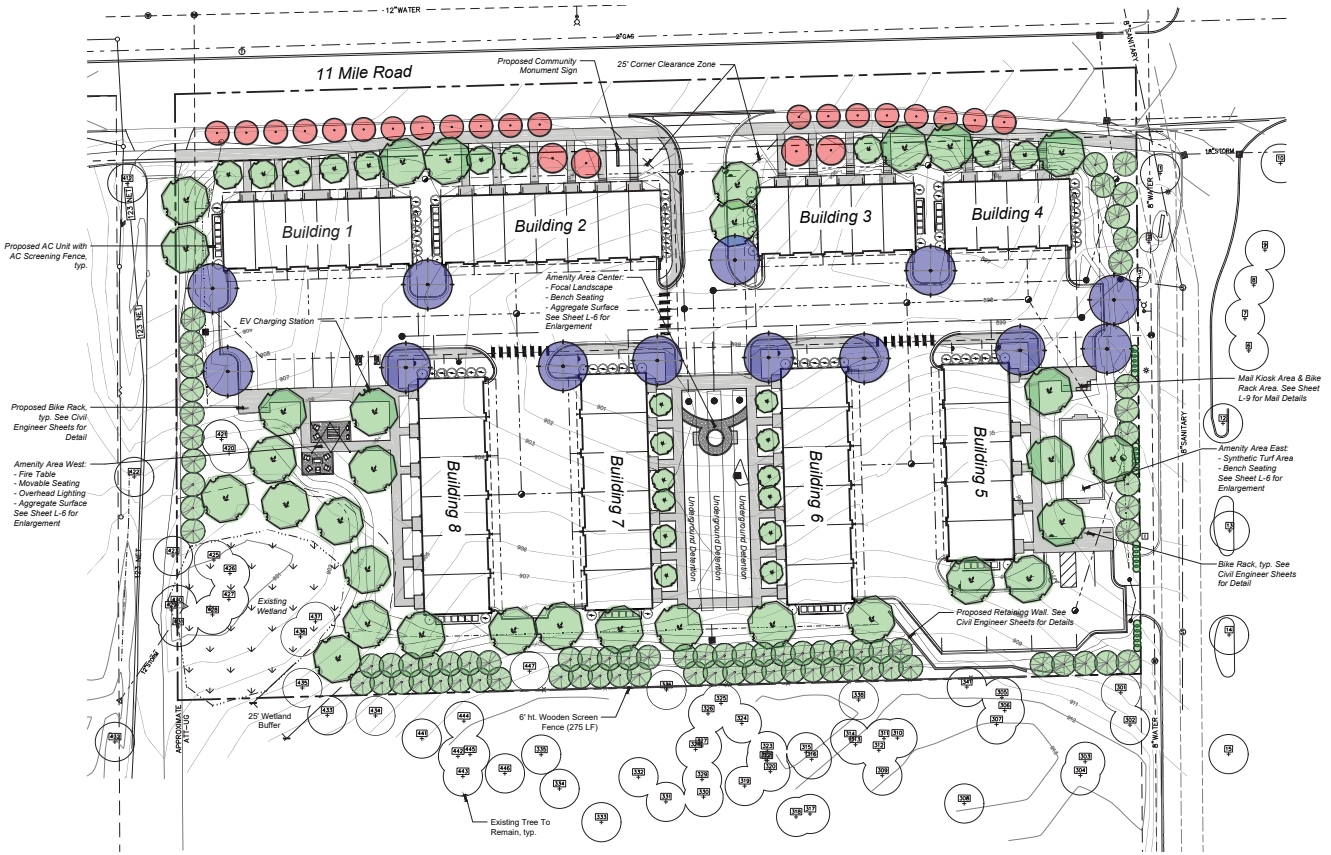
DATE: 7/31/2024 BY: Ryan Buckner

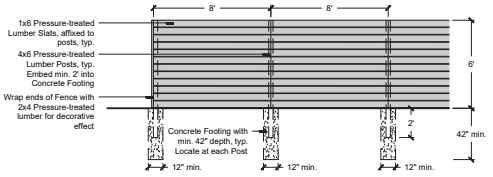


Tree Diversity Table

botanical name	common name	qty.	Genus %	Species %
Abies concolor	Concolor Fir	21	10.94%	10.94%
Amelanchier canadensis	Shadblow Serviceberry	7	3.65%	3.65%
Acer rubrum 'Armstrong Gold'	Armstrong Gold Maple	20	15.63%	13.54%
Acer rubrum 'Red Sunset'	Red Sunset Maple	6		
Acer saccharum 'Green Mountain'	Green Mountain Sugar Maple	4		2.08%
Ginkgo biloba 'Princeton Sentry'	Princeton Sentry Columnar Ginkgo	12	6.25%	6.25%
Gleditsia triacanthos var. inermis 'Skyline'	Skyline Thornless Honey Locust	8	4.17%	4.17%
Liriodendron tulipifera	Tulip Tree	8	4.17%	4.17%
Picea glauca	White Spruce	28	14.58%	14.58%
Pinus strobus	Eastern White Pine	28	14.58%	14.58%
Quercus rubra	Red Oak	5	2.60%	2.60%
Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	7	3.65%	3.65%
Thuja occidentalis 'Smaragd'	Emerald Green Arborvitae	24	12.50%	12.50%
Ulmus americana 'New Harmony'	New Harmony Americal Elm	10	5.21%	5.21%
Zelkova serrata 'Green Vase'	Green Vase Japanese Zelkova	4	2.08%	2.08%
	Totals:	**192**	**100%**	**100%**

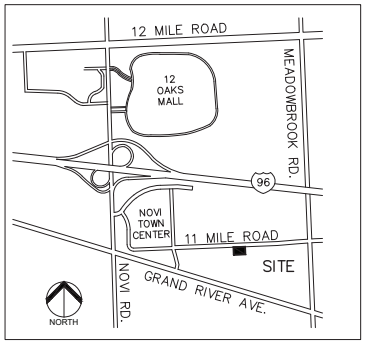
6' ht. Fence Character Images

NTS



6' ht. Wooden Fence Detail

Scale: 1/2" = 1'



LOCATION MAP

SCALE: 1" = 1/4 MILE

Landscape Summary

Landscape Adjacent to Public Right-of-Way
Requirement: 1 Deciduous Subcanopy Tree / 20 LF of Frontage
Frontage Length*: 468 LF
Required: 24 Trees
Provided: 24 Trees
* Frontage Length does not include the width of Entry Drive

Parking Area Landscape
Requirement: 1 Tree / 35 LF of Parking Area
Parking Area Length: 251 LF
Required: 7 Trees
Provided: 7 Trees (Provided as part of Unit Canopy Trees)

Multi-Family Landscape
Requirement: 3 Trees / Dwelling Unit
Min. 75% Deciduous Canopy or Large Evergreen Trees
1 Tree / 35 LF of Interior Streets
Dwelling Units: 45
Interior Street Length: 452 LF
Required: 135 Dwelling Unit Trees
Min. 75% Deciduous Canopy or Large Evergreen Trees
13 Deciduous Canopy Interior Street Trees
Provided: 135 Dwelling Unit Trees
80.74% Deciduous Canopy or Large Evergreen Trees
13 Deciduous Canopy Interior Street Trees

Tree Species Diversity
Required: Fewer than 200 Trees, no more than:
- 25% from single genus
- 15% from single species
Provided: See Tree Diversity Table This Sheet

Tree Legend

= Landscape Adjacent to R.O.W. Deciduous Subcanopy Tree

= Interior Street Trees Deciduous Canopy Tree

= Multi-Family Dwelling Unit Trees Deciduous Canopy Tree

= Multi-Family Dwelling Unit Trees Large Evergreen Tree

= Multi-Family Dwelling Unit Trees Arborvitae

= Multi-Family Dwelling Unit Trees Columnar Tree

Overhead Utility Note

There are no overhead utilities proposed to remain or be installed on site

Woodland Replacement Note

No Regulated Woodlands or Regulated Trees existing on Site resulting in no required Woodland Replacement Trees

1"= 30'

0 15' 30' 60' 90' 120'

North

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LAND
landscape architecture / land planning

750 Forest Ave. Suite 101
Birmingham, MI 48009
T:: 248.594.3220

STATE OF MICHIGAN
WILLIAM KIRAN TUTTLE
LICENSED LANDSCAPE ARCHITECT
No. 1177

sheet title:
Overall Landscape Plan

project title:
Sakura East

City of Novi, Michigan

prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301

Phone: 248.657.4968

job number:	date:
19019	10.09.2023

drawn by:	checked by:
EMJ	WTK

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revisions:
05.13.2024 Issued for Preliminary Site Plan
07.31.2024 Per Municipal Review

sheet no.
L-1

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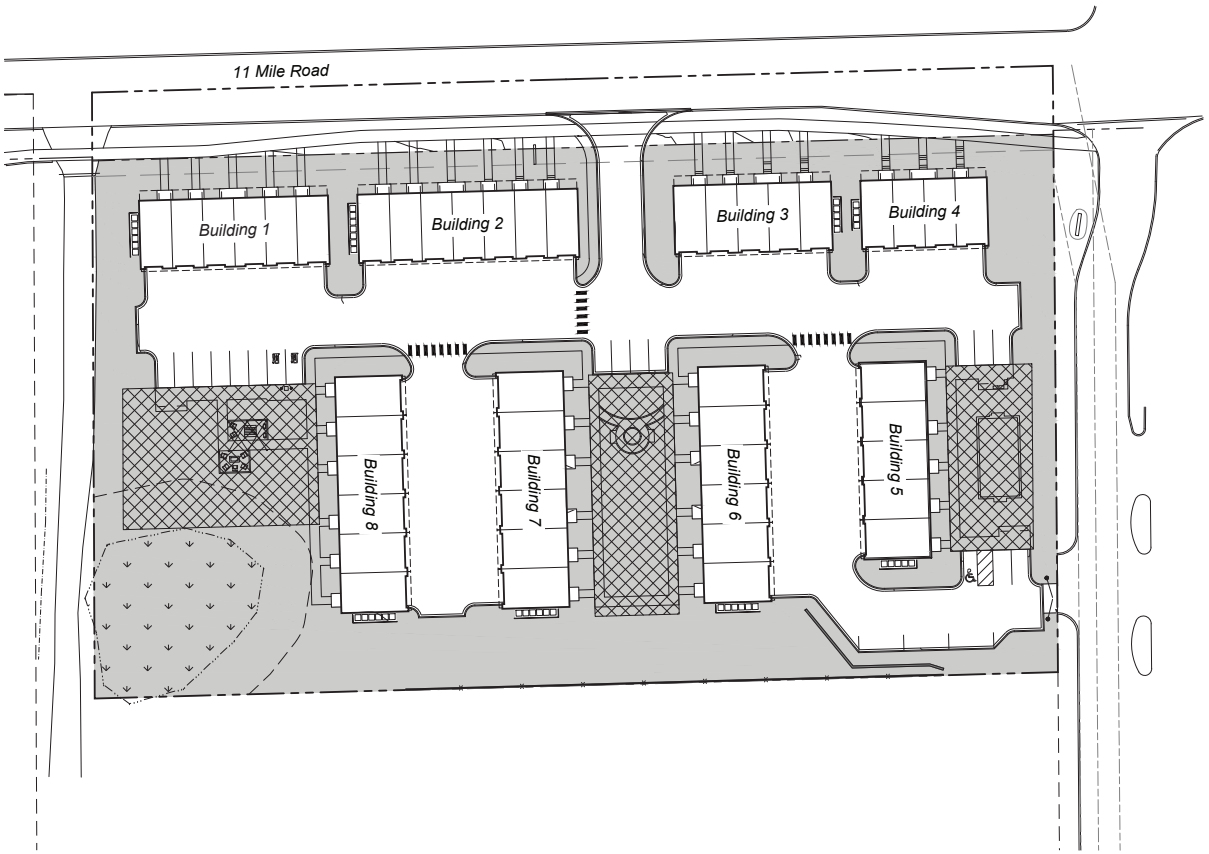

Open Space Summary

Requirement:	200 SF of Usable Open Space / Dwelling Unit
Dwelling Units:	45
Required:	9,000 SF (0.21 Ac.)
Provided:	16,549.51 SF (0.38 Ac.)
	12.23% of Net Site Area
General Open Space:	65,616.46 SF (1.51 Ac.)
	48.50% of Net Site Area

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750 Forest Ave. Suite 101
Birmingham, MI 48009
T:: 248.594.3220

STATE OF MICHIGAN
WILLIAM KREAH
No. 1157
LICENSED LANDSCAPE ARCHITECT

sheet title:
Open Space Plan

project title:
Sakura East

City of Novi, Michigan

prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301

Phone: 248.657.4968

job number:	date:
19019	04.24.2024

drawn by:	checked by:
EMJ	WTK

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05.13.2024 Issued for Preliminary Site Plan
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0 15' 30' 60' 90' 120'
1"= 30'

North

sheet no.
L-2

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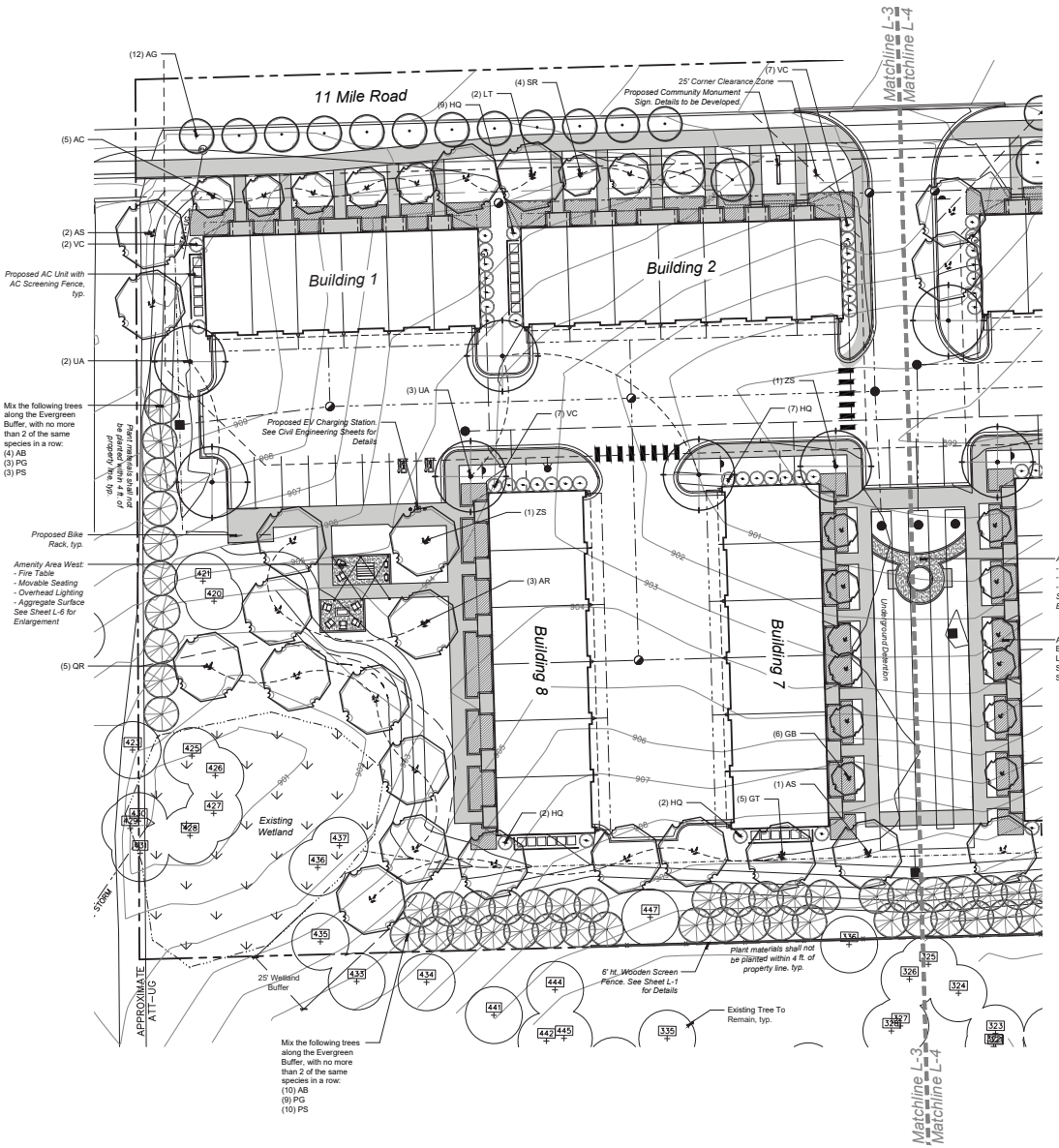

Plant Schedule This Sheet

Trees

sym.	qty.	botanical name	common name	size	spacing	root	notes
AB	14	*Abies concolor*	Concolor Fir	8' ht.	per plans	B&B	Non-Native
AC	5	*Amelanchier canadensis*	Shadblow Serviceberry	8' ht.	per plans	B&B	Native
AG	12	*Acer rubrum 'Armstrong Gold'*	Armstrong Gold Maple	3" cal.	per plans	B&B	Native
AR	3	*Acer rubrum 'Red Sunset'*	Red Sunset Maple	3" cal.	per plans	B&B	Native
AS	3	*Acer saccharum 'Green Mountain'*	Green Mountain Sugar Maple	3" cal.	per plans	B&B	Native
GB	6	*Ginkgo biloba 'Princeton Sentry'*	Princeton Sentry Columnar Ginkgo	3" cal.	per plans	B&B	Non-Native
GT	5	*Gleditsia triacanthos var. inermis 'Skyline'*	Skyline Thornless Honey Locust	3" cal.	per plans	B&B	Native
LT	2	*Liriodendron tulipifera*	Tulip Tree	3" cal.	per plans	B&B	Native
PG	12	*Picea glauca*	White Spruce	8' ht.	per plans	B&B	Native
PS	13	*Pinus strobus*	Eastern White Pine	8' ht.	per plans	B&B	Native
QR	5	*Quercus rubra*	Red Oak	3" cal.	per plans	B&B	Native
SR	4	*Syringa reticulata 'Ivory Silk'*	Ivory Silk Japanese Tree Lilac	2.5" cal.	per plans	B&B	Non-Native
UA	5	*Ulmus americana 'New Harmony'*	New Harmony Americal Elm	3" cal.	per plans	B&B	Native
ZS	2	*Zelkova serrata 'Green Vase'*	Green Vase Japanese Zelkova	3" cal.	per plans	B&B	Non-Native

Shrubs

sym.	qty.	botanical name	common name	size	spacing	root	notes
HQ	20	*Hydrangea quercifolia 'Snow Queen'*	Snow Queen Oakleaf Hydrangea	30" ht.	5' o.c.	cont.	Non-Native
VC	16	*Viburnum carlesii*	Korean Spice Viburnum	30" ht.	5' o.c.	cont.	Non-Native

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STATE OF MICHIGAN
WILLIAM KREAN
No. 1177
LICENSED LANDSCAPE ARCHITECT

sheet title:
Landscape Plan - West

project title:
Sakura East

City of Novi, Michigan

prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301

Phone: 248.657.4968

job number:	date:
19019	04.24.2024

drawn by:	checked by:
EMJ	WTK

revisions:
05.13.2024 Issued for Preliminary Site Plan
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North

sheet no.
L-3

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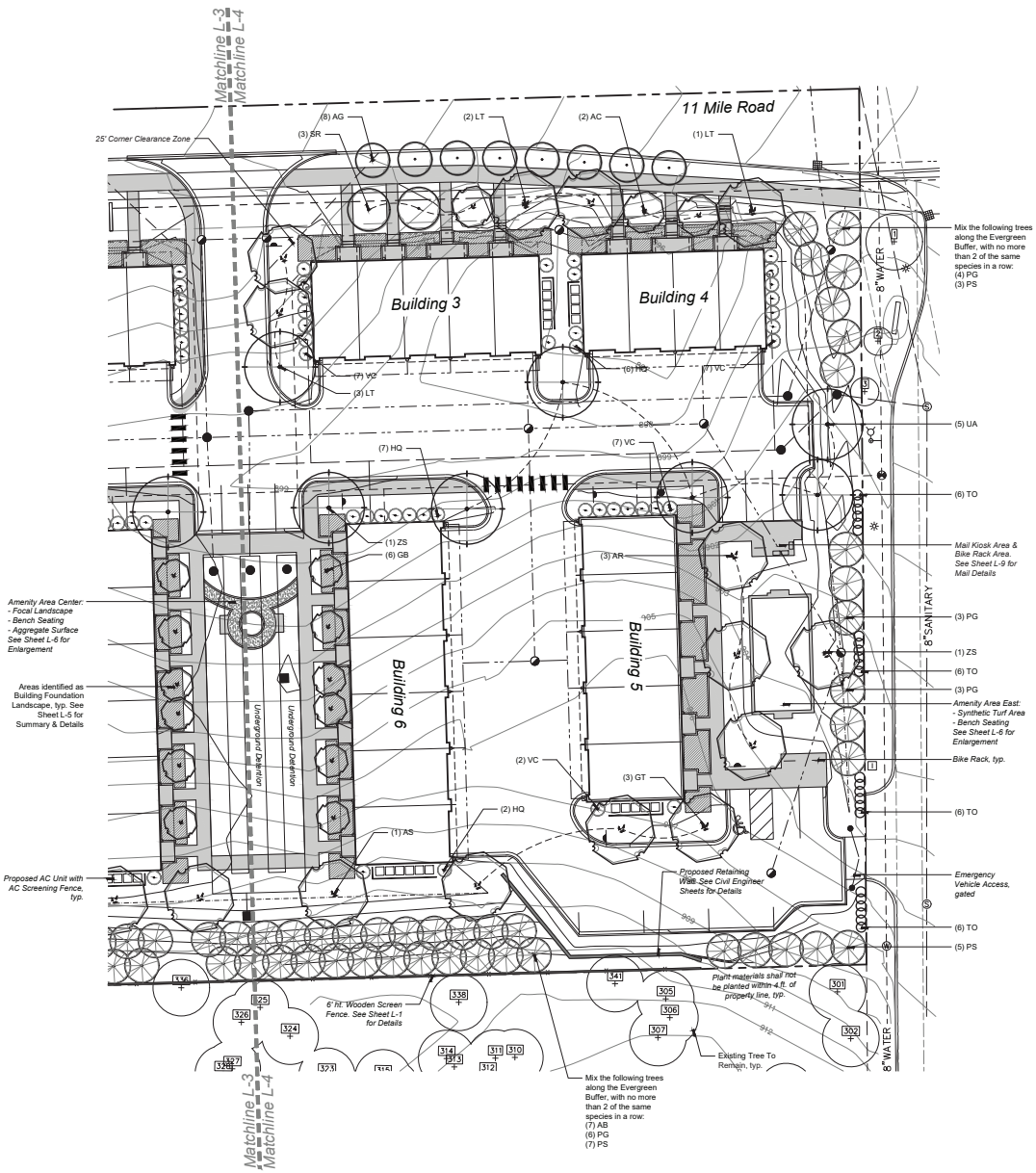

Plant Schedule This Sheet

Trees

sym.	qty.	botanical name	common name	size	spacing	root	notes
AB	7	*Abies concolor*	Concolor Fir	8' ht.	per plans	B&B	Non-Native
AC	2	*Amelanchier canadensis*	Shadblow Serviceberry	8' ht.	per plans	B&B	Native
AG	8	*Acer rubrum 'Armstrong Gold'*	Armstrong Gold Maple	3" cal.	per plans	B&B	Native
AR	3	*Acer rubrum 'Red Sunset'*	Red Sunset Maple	3" cal.	per plans	B&B	Native
AS	1	*Acer saccharum 'Green Mountain'*	Green Mountain Sugar Maple	3" cal.	per plans	B&B	Native
GB	6	*Ginkgo biloba 'Princeton Sentry'*	Princeton Sentry Columnar Ginkgo	3" cal.	per plans	B&B	Non-Native
GT	3	*Gleditsia triacanthos var. inermis 'Skyline'*	Skyline Thornless Honey Locust	3" cal.	per plans	B&B	Native
LT	6	*Liriodendron tulipifera*	Tulip Tree	3" cal.	per plans	B&B	Native
PG	16	*Picea glauca*	White Spruce	8' ht.	per plans	B&B	Native
PS	15	*Pinus strobus*	Eastern White Pine	8' ht.	per plans	B&B	Native
SR	3	*Syringa reticulata 'Ivory Silk'*	Ivory Silk Japanese Tree Lilac	2.5" cal.	per plans	B&B	Non-Native
TO	24	*Thuja occidentalis 'Smaragd'*	Emerald Green Arborvitae	8' ht.	30" o.c.	B&B	Non-Native
UA	5	*Ulmus americana 'New Harmony'*	New Harmony Americal Elm	3" cal.	per plans	B&B	Native
ZS	2	*Zelkova serrata 'Green Vase'*	Green Vase Japanese Zelkova	3" cal.	per plans	B&B	Non-Native

Shrubs

sym.	qty.	botanical name	common name	size	spacing	root	notes
HQ	15	*Hydrangea quercifolia 'Snow Queen'*	Snow Queen Oakleaf Hydrangea	30" ht.	5' o.c.	cont.	Non-Native
VC	23	*Viburnum carlesii*	Korean Spice Viburnum	30" ht.	5' o.c.	cont.	Non-Native

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STATE OF MICHIGAN
WILLIAM KREAH
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No. 1117

sheet title:
Landscape Plan - East

project title:
Sakura East

City of Novi, Michigan

prepared for:
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job number:	date:
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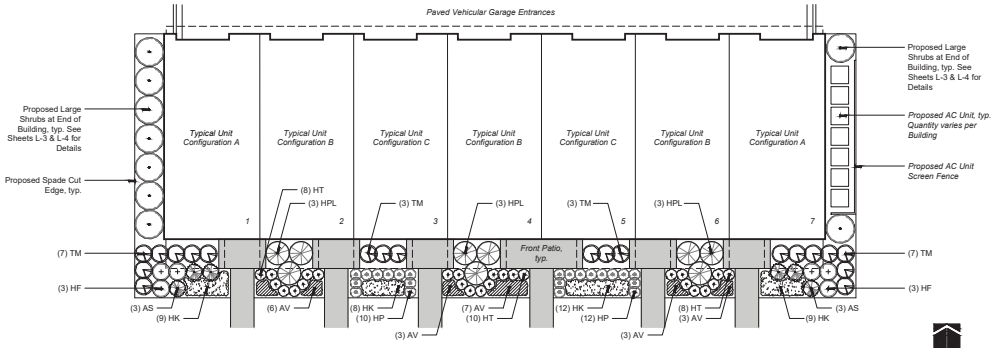
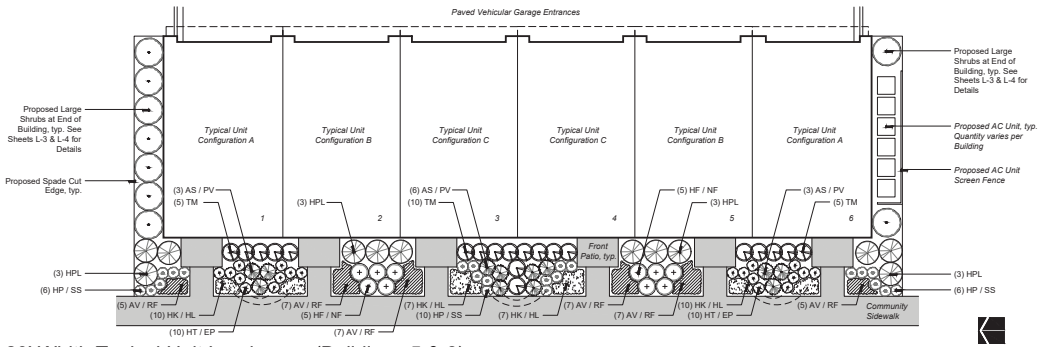


16' Width Typical Unit Landscape (Buildings 1-4)

Notes

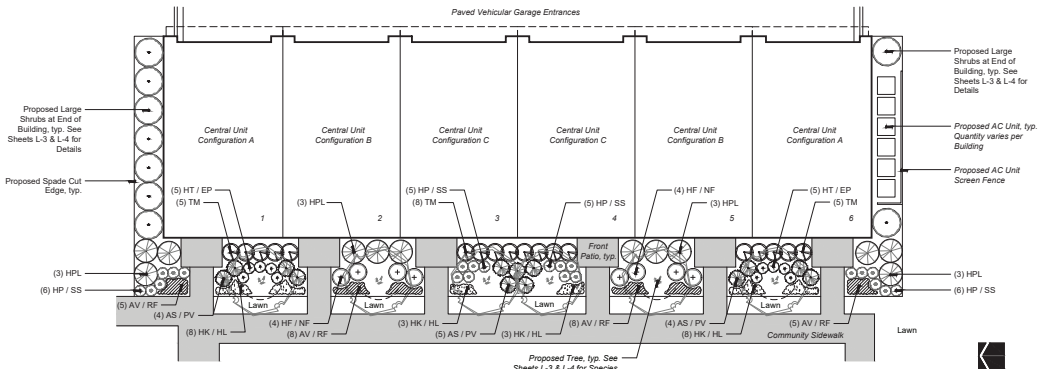
- All 16' width Units are Shade Exposure
- Configuration Notes:
  - For 4-Unit Building use 1, 4, & 7 above (use 4 twice and mirror across walk)
  - For 5-Unit Building use 1, 3, 4, 5, & 7 above
  - For 6-Unit Building use 1, 2, 5, 6, 7 above (use 5 twice and mirror across walk)
  - For 7-Unit Building use above as shown



20' Width Typical Unit Landscape (Buildings 5 & 8)

Notes

- Building 5 has Shade Orientation
- Building 8 has Sun Orientation
- Configuration Notes:
  - For Building 5 use all above except 6
  - For Building 8 use above as shown



20' Width Central Unit Landscape (Buildings 6 & 7)

Notes

- Building 6 has Sun Orientation
- Building 7 has Shade Orientation
- Configuration Notes:
  - For Building 6 use above as shown
  - For Building 7 mirror across central green space

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Plant Schedule This Sheet

Shrubs

sym.	qty.	botanical name	common name	size	spacing	root	solar orient.	notes
HPL	66	*Hydrangea paniculata 'Little Quickfire'*	Little Quickfire Panicle Hydrangea	24" ht.	4' o.c.	cont.	Both	Non-Native
TM	125	*Taxus x media 'Densiformis'*	Dense Yew	24" ht.	30" o.c.	B&B	Both	Non-Native

Ornamental Grasses, Perennials & Bulbs

sym.	qty.	botanical name	common name	size	spacing	root	solar orient.	notes
AS	40	*Aralia cordata 'Sun King'*	Sun King Japanese Spikenard	No. 2	36" o.c.	cont.	Shade	Non-Native
AV	116	*Astilbe chinensis 'Vision Inferno'*	Vision Inferno Chinese Astilbe	No. 1	18" o.c.	cont.	Shade	Non-Native
EP	30	*Echinacea purpurea 'Magnus'*	Magnus Purple Coneflower	No. 1	24" o.c.	cont.	Sun	Native
HF	36	*Hosta 'First Frost'*	First Frost Hosta	No. 1	36" o.c.	cont.	Shade	Non-Native
HK	146	*Hakonechola macra*	Japanese Forest Grass	No. 1	18" o.c.	cont.	Shade	Non-Native
HL	56	*Hemerocallis 'Little Business'*	Little Business Daylily	No. 1	18" o.c.	cont.	Sun	Non-Native
HP	102	*Hosta 'Patriot'*	Patriot Hosta	No. 1	24" o.c.	cont.	Shade	Non-Native
HT	79	*Hosta 'Touch of Class'*	Touch of Class Hosta	No. 1	24" o.c.	cont.	Shade	Non-Native
NF	18	*Nepeta x faassenii 'Walker's Low'*	Walker's Low Catmint	No. 2	36" o.c.	cont.	Sun	Non-Native
PV	25	*Panicum virgatum 'Shenandoah'*	Shenandoah Switchgrass	No. 2	36" o.c.	cont.	Sun	Native
RF	65	*Rudbeckia fulgida 'Little Goldstar'*	Little Goldstar Black-Eyed Susan	No. 1	18" o.c.	cont.	Sun	Native
SS	44	*Schizachyrium scoparium 'Carousel'*	Carousel Little Bluestem	No. 1	24" o.c.	cont.	Sun	Native

Note: The above Plant Schedule includes all plant materials needed for the Building Foundation Landscape, with the exception of the Large Shrubs proposed for the Building Ends. See Sheets L-3 & L-4 for those species and quantities.

16' Width Building Foundation Summary

Required: Min. 35% of Unit Facade, less paved entry points, adjacent to foundation landscape

	Length	Required	Provided
Central Units:	8'	2.80'	8.00' (100%)
End Unit:	35'	12.25'	18.50' min. (52.86%)

20' Width Building Foundation Summary

Required: Min. 35% of Unit Facade, less paved entry points, adjacent to foundation landscape

	Length	Required	Provided
Central Units:	13'	4.55'	13.00' (100%)
End Unit:	34.33'	12.00'	12.00' min. (35%)

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STATE OF MICHIGAN
WILLIAM KIRAN KRAUSE
LICENSED LANDSCAPE ARCHITECT
No. 1172

sheet title:
Building Foundation Landscape

project title:
Sakura East

City of Novi, Michigan

prepared for:

Robertson Brothers Homes
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Bloomfield Hills, MI 48301

Phone: 248.657.4968

job number:	date:
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drawn by:	checked by:
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0 5' 10' 20' 30' 40' 1"= 10'

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L-5

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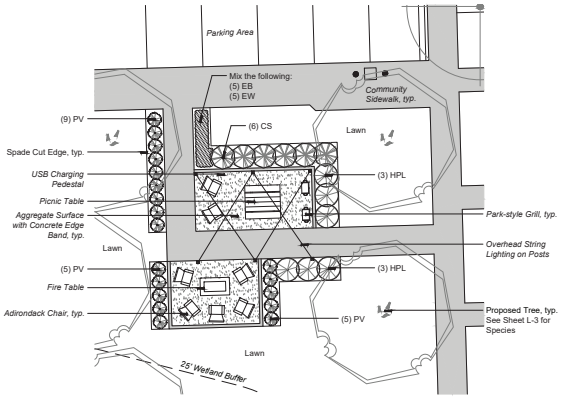
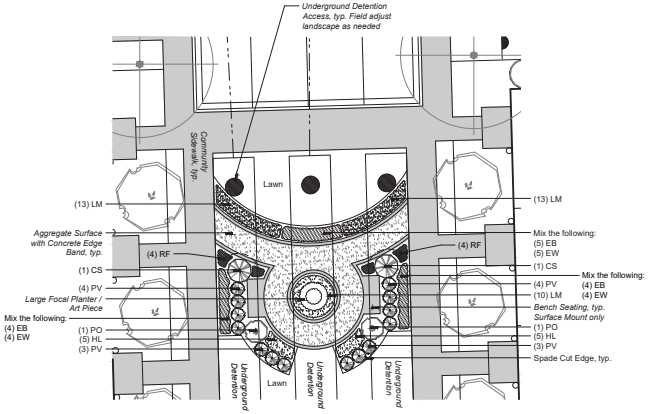


Amenity Area West Landscape Enlargement Plan



Amenity Area Center Landscape Enlargement Plan

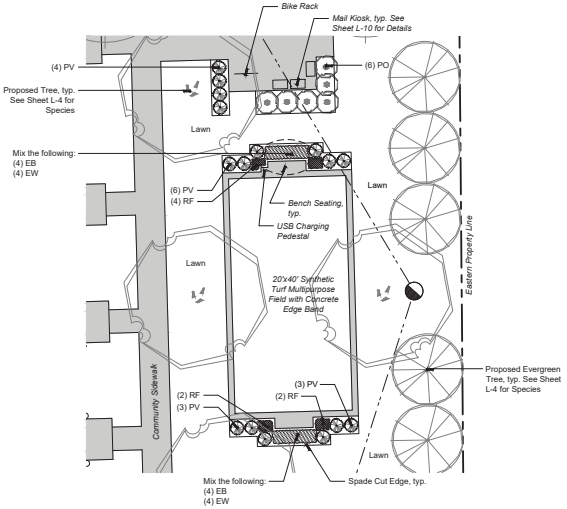
Plant Schedule This Sheet

Shrubs

sym.	qty.	botanical name	common name	size	spacing	root	notes
CS	8	*Cornus stolonifera 'Farrow'*	Arctic Fire Red Twig Dogwood	24" ht.	4' o.c.	cont.	Native
HPL	6	*Hydrangea paniculata 'Little Quickfire'*	Little Quickfire Panicle Hydrangea	24" ht.	4' o.c.	cont.	Non-Native
PO	8	*Physocarpus opulifolius 'Tiny Wine'*	Tiny Wine Ninebark	24" ht.	36" o.c.	cont.	Native

Ornamental Grasses, Perennials & Bulbs

sym.	qty.	botanical name	common name	size	spacing	root	notes
EB	26	*Echinacea purpurea 'Powwow Berry'*	Powwow Berry Purple Coneflower	No. 1	18" o.c.	cont.	Native
EW	26	*Echinacea purpurea 'Powwow White'*	Powwow White Purple Conflower	No. 1	18" o.c.	cont.	Native
HL	10	*Hemerocallis 'Little Business'*	Little Business Daylily	No. 1	18" o.c.	cont.	Non-Native
LM	36	*Liriope muscari 'Big Blue'*	Big Blue Lilyturf	No. 1	18" o.c.	cont.	Non-Native
PV	49	*Panicum virgatum 'Shenandoah'*	Shenandoah Switchgrass	No. 2	30" o.c.	cont.	Native
RF	16	*Rudbeckia fulgida 'Little Goldstar'*	Little Goldstar Black-Eyed Susan	No. 1	18" o.c.	cont.	Native



Amenity Area East Landscape Enlargement Plan

Amenity Product Character Imagery

Park Grill

USB Charging Pedestal

Adirondack Chair

Fire Table

Picnic Table

Overhead String Lighting

Bench Seating

Large Focal Planter

Note: All products shown shall be considered conceptual and final details shall be developed for Final Site Plan Approval

sheet title:

Amenity Enlargement Plans

project title:

Sakura East

City of Novi, Michigan

prepared for:

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job number:	date:
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1"= 10'
0 5' 10' 20' 30' 40'

North

sheet no.

L-6

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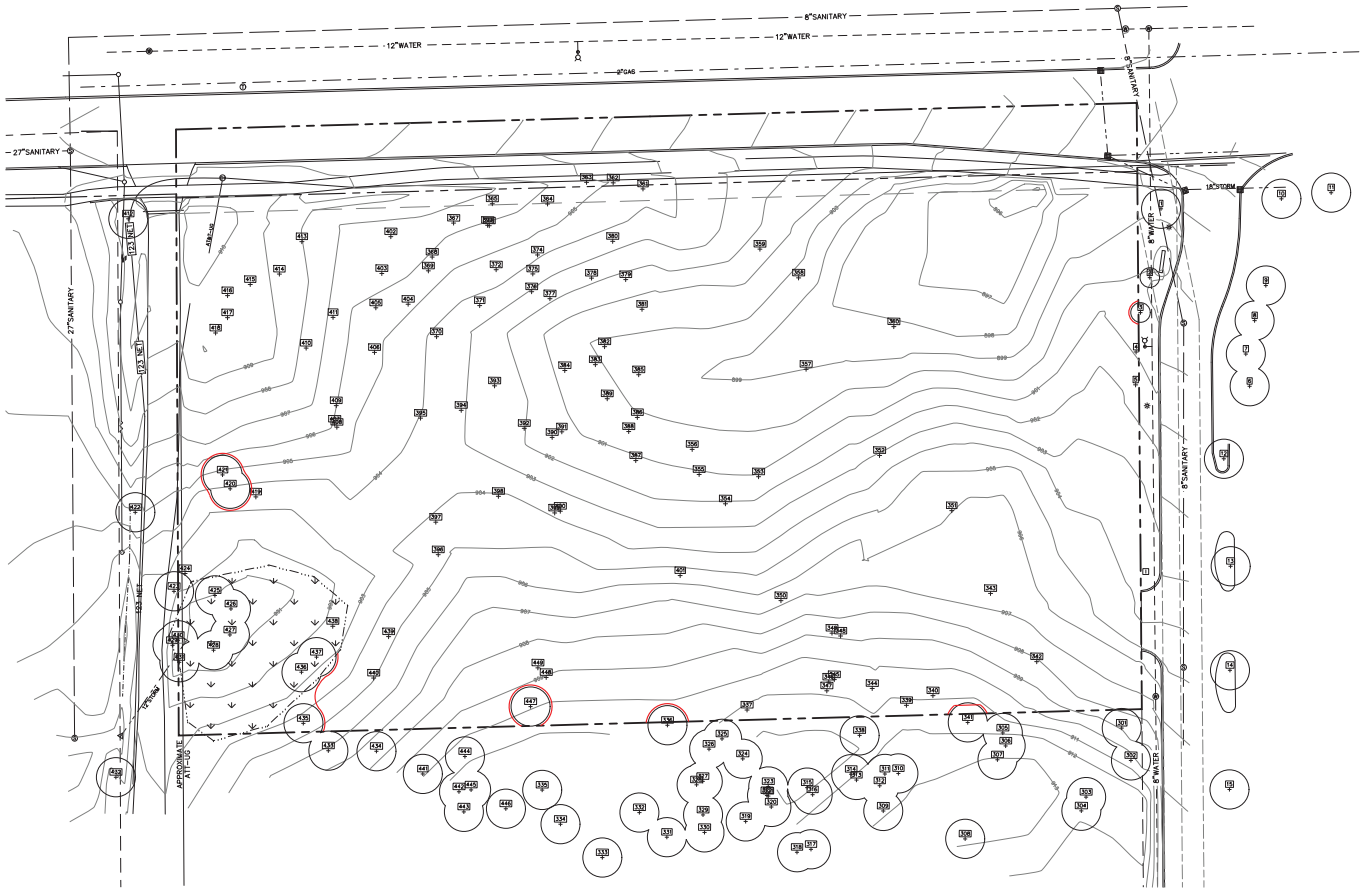
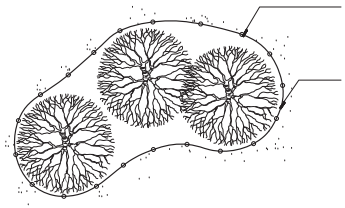
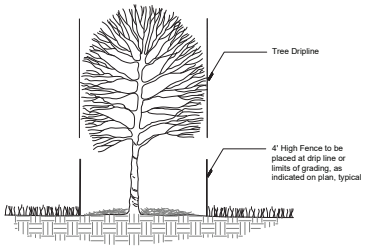




Tree Protection Detail - Plan

Scale: NTS



Tree Protection Detail - Section

Scale: NTS

Tree Preservation Legend

= Existing Tree, To Remain

= Existing Tree, To Be Removed

= Approximate Location of Tree Protection Fencing

Tree Protection Notes

1. Approved tree protection shall be erected prior to the start of construction activities, and shall remain in place until construction is complete.
2. No person may conduct any activity within the drip line, or protected area, of any designated tree to remain, including, but not limited to, placing solvents, building materials, construction equipment, etc.
3. Grade changes may not occur within the drip line of protected trees.
4. During construction, no person shall attach any device or wire to any remaining tree.
5. All utility service requests must include notification to the installer that protected trees must be avoided. All trenching shall occur outside of the protective fencing.
6. Swales shall be routed to avoid the area within the drip lines of protected trees.
7. Trees located on adjacent properties that may be affected by construction activities must be protected.
8. Trees to be removed shall be flagged by the Owner Representative prior to site grading.
9. Root zones of protected trees should be well marked with bright colors and surrounded with rigidly staked fencing.
10. The parking of idle and running equipment shall be prohibited under the drip line of protected trees.
11. The stripping of topsoil from around protected trees shall be prohibited.
12. Trees to be removed shall be fell away from trees to be saved.
13. Grubbing of understory vegetation in construction areas should be cleared by cutting vegetation at ground level with a chain saw or minimally with a hydro-axe.
14. The Landscape Architect shall be notified immediately if any protected tree is damaged or removed.

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STATE OF MICHIGAN
WILLIAM T. KIRAN
No. 1157
LICENSED LANDSCAPE ARCHITECT

sheet title:
Tree Preservation Plan

project title:
Sakura East

City of Novi, Michigan

prepared for:
Robertson Brothers Homes
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North

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L-7

TAG NO.	CODE	DBH	COMMON NAME	LATIN NAME	COND	EXEMPT	SAVE/REMOVE
1	PO	5	Pin Oak	Quercus palustris	Fair		Offsite
2	CA	3	Crab Apple	Malus caronaria	Fair		Offsite
3	CA	3	Crab Apple	Malus caronaria	Good		Offsite
4	CA	4	Crab Apple	Malus caronaria	Good	Size	**Remove**
5	CA	4	Crab Apple	Malus caronaria	Good	Size	**Remove**
6	CA	3	Crab Apple	Malus caronaria	Fair		Offsite
7	CA	3	Crab Apple	Malus caronaria	Fair		Offsite
8	CA	3	Crab Apple	Malus caronaria	Fair		Offsite
9	CA	3	Crab Apple	Malus caronaria	Poor		Offsite
10	PO	4	Pin Oak	Quercus palustris	DEAD		Offsite
11	PO	3	Pin Oak	Quercus palustris	DEAD		Offsite
12	LL	4	Littleleaf Linden	Tilia Cordata	Fair		Offsite
13	LL	5	Littleleaf Linden	Tilia Cordata	Fair		Offsite
14	LL	5	Littleleaf Linden	Tilia Cordata	Good		Offsite
15	LL	4	Littleleaf Linden	Tilia Cordata	Good		Offsite
301	WA	6	White Ash	Fraxinus americana	Fair		Offsite
302	BC	12	Wild Black Cherry	Prunus serotina	Fair		Offsite
303	BC	8	Wild Black Cherry	Prunus serotina	Fair		Offsite
304	AP	7,7,5,6,4	Domestic Apple	Malus sylvestris	Fair		Offsite
305	WA	6,5	White Ash	Fraxinus americana	Fair		Offsite
306	BC	7	Wild Black Cherry	Prunus serotina	Fair		Offsite
307	BC	10,8,6	Wild Black Cherry	Prunus serotina	Fair		Offsite
308	BC	11	Wild Black Cherry	Prunus serotina	Good		Offsite
309	AP	6,7,6,6,3,3	Domestic Apple	Malus sylvestris	DEAD		Offsite
310	BC	6,4	Wild Black Cherry	Prunus serotina	Fair		Offsite
311	BC	7	Wild Black Cherry	Prunus serotina	Fair		Offsite
312	AP	6,3	Domestic Apple	Malus sylvestris	DEAD		Offsite
313	CT	7	Cottonwood	Populus deltoides	Fair		Offsite
314	BC	11	Wild Black Cherry	Prunus serotina	Fair		Offsite
315	BC	7,3	Wild Black Cherry	Prunus serotina	Poor		Offsite
316	WA	8	White Ash	Fraxinus americana	DEAD		Offsite
317	BC	7	Wild Black Cherry	Prunus serotina	Fair		Offsite
318	AP	7	Domestic Apple	Malus sylvestris	Poor		Offsite
319	E	6	American Elm	Ulmus americana	DEAD		Offsite
320	RM	7	Red Maple	Acer rubrum	Fair		Offsite
321	BC	7	Wild Black Cherry	Prunus serotina	Fair		Offsite
322	SU	8	Sugar Maple	Acer saccharum	Good		Offsite
323	BC	9	Wild Black Cherry	Prunus serotina	Poor		Offsite
324	SU	12	Sugar Maple	Acer saccharum	Good		Offsite
325	CT	8	Cottonwood	Populus deltoides	Fair		Offsite
326	SU	10,10	Sugar Maple	Acer saccharum	Good		Offsite
327	AP	7,6,4	Domestic Apple	Malus sylvestris	Poor		Offsite
328	AP	8	Domestic Apple	Malus sylvestris	Poor		Offsite
329	BC	6	Wild Black Cherry	Prunus serotina	Poor		Offsite
330	AP	7	Domestic Apple	Malus sylvestris	Poor		Offsite
331	WA	5,3,2	White Ash	Fraxinus americana	Fair		Offsite
332	WA	7	White Ash	Fraxinus americana	DEAD		Offsite
333	E	15	American Elm	Ulmus americana	Fair		Offsite
334	BC	9,7	Wild Black Cherry	Prunus serotina	Poor		Offsite
335	BC	6	Wild Black Cherry	Prunus serotina	Fair		Offsite
336	E	7	American Elm	Ulmus americana	Poor		Offsite
337	AP	8,7,5,4	Domestic Apple	Malus sylvestris	Fair		**Remove**
338	SU	10	Sugar Maple	Acer saccharum	Good		Offsite
339	BC	11	Wild Black Cherry	Prunus serotina	Good		**Remove**
340	WP	15	(Eastern) White Pine	Pinus strobus	Good		**Remove**
341	BC	10	Wild Black Cherry	Prunus serotina	Fair		Offsite
342	AP	7,5,3,4	Domestic Apple	Malus sylvestris	Poor	Quality	**Remove**
343	AP	11,6,2,3	Domestic Apple	Malus sylvestris	Fair		**Remove**
344	AP	7,4,3,5,5	Domestic Apple	Malus sylvestris	Fair	Size	**Remove**
345	WA	6	White Ash	Fraxinus americana	Fair	Size	**Remove**
346	AP	6,5,4,4,3	Domestic Apple	Malus sylvestris	DEAD	Quality	**Remove**
347	AP	7,6,6,3	Domestic Apple	Malus sylvestris	DEAD	Quality	**Remove**
348	AP	6,5,3,4,4	Domestic Apple	Malus sylvestris	DEAD	Quality	**Remove**
349	AP	6,3,3	Domestic Apple	Malus sylvestris	DEAD	Quality	**Remove**
350	RC	8	Red Cedar	Juniperus virginiana	Poor	Quality	**Remove**
351	AP	8,4,7	Domestic Apple	Malus sylvestris	DEAD	Quality	**Remove**
352	RC	7	Red Cedar	Juniperus virginiana	Fair	Size	**Remove**
353	TH	8,6	Thornapple/Hawthorne	Crataegus spp.	Poor	Quality	**Remove**
354	CT	20	Cottonwood	Populus deltoides	Fair	Species	**Remove**
355	SM	12,10	Silver Maple	Acer saccharinum	Good		**Remove**
356	MW	13,10	White Mulberry	Morus alba	Poor	Quality	**Remove**
357	MW	12,10	White Mulberry	Morus alba	Poor	Quality	**Remove**
358	CT	16	Cottonwood	Populus deltoides	Fair	Species	**Remove**
359	RC	10	Red Cedar	Juniperus virginiana	Fair		**Remove**
360	SM	28	Silver Maple	Acer saccharinum	Good		**Remove**
361	GA	6,3,1	Green Ash	Fraxinus pennsylvanica	Poor	Quality	**Remove**
362	SU	8	Sugar Maple	Acer saccharum	Fair		**Remove**
363	SU	7	Sugar Maple	Acer saccharum	Fair	Size	**Remove**
364	BW	7	Black Walnut	Juglans nigra	Fair	Size	**Remove**
365	WA	8	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
366	SU	7	Sugar Maple	Acer saccharum	Fair	Size	**Remove**
367	BW	8	Black Walnut	Juglans nigra	Fair		**Remove**

TAG NO.	CODE	DBH	COMMON NAME	LATIN NAME	COND	EXEMPT	SAVE/REMOVE
368	BW	7	Black Walnut	Juglans nigra	Fair	Size	**Remove**
369	WA	6	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
370	E	6	American Elm	Ulmus americana	Fair	Size	**Remove**
371	E	8	American Elm	Ulmus americana	DEAD	Quality	**Remove**
372	BW	7	Black Walnut	Juglans nigra	Fair	Size	**Remove**
373	SU	7	Sugar Maple	Acer saccharum	Fair	Size	**Remove**
374	BW	8	Black Walnut	Juglans nigra	Fair		**Remove**
375	SU	7	Sugar Maple	Acer saccharum	Good	Size	**Remove**
376	SU	6	Sugar Maple	Acer saccharum	Fair	Size	**Remove**
377	SU	6	Sugar Maple	Acer saccharum	Fair	Size	**Remove**
378	WA	6,6,4,3	White Ash	Fraxinus americana	Fair	Size	**Remove**
379	WA	8	White Ash	Fraxinus americana	Fair		**Remove**
380	BW	6	Black Walnut	Juglans nigra	Fair	Size	**Remove**
381	WA	8	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
382	SM	11,6	Silver Maple	Acer saccharinum	Fair		**Remove**
383	E	9	American Elm	Ulmus americana	Fair		**Remove**
384	WA	6	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
385	WA	7	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
386	RC	6,4,2	Red Cedar	Juniperus virginiana	DEAD	Quality	**Remove**
387	WA	8	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
388	SC	10	Scotch Pine	Pinus sylvestris	DEAD	Quality	**Remove**
389	CT	16	Cottonwood	Populus deltoides	Fair	Species	**Remove**
390	PB	6	Paper Birch	Betula papyrifera	Fair	Size	**Remove**
391	WA	6	White Ash	Fraxinus americana	Fair	Size	**Remove**
392	WA	8	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
393	WA	8	White Ash	Fraxinus americana	Poor	Quality	**Remove**
394	E	9	American Elm	Ulmus americana	Poor	Quality	**Remove**
395	RC	6	Red Cedar	Juniperus virginiana	Poor	Quality	**Remove**
396	CA	7,7,5,4	Crab Apple	Malus caronaria	Fair	Size	**Remove**
397	WA	6	White Ash	Fraxinus americana	Fair	Size	**Remove**
398	CT	6	Cottonwood	Populus deltoides	Fair	Size	**Remove**
399	SC	8	Scotch Pine	Pinus sylvestris	Fair		**Remove**
400	SC	8	Scotch Pine	Pinus sylvestris	Fair		**Remove**
401	E	8	American Elm	Ulmus americana	Fair		**Remove**
402	WA	6	White Ash	Fraxinus americana	DEAD	Quality	**Remove**
403	WA	7	White Ash	Fraxinus americana	Fair	Size	**Remove**
404	E	7	American Elm	Ulmus americana	Fair	Size	**Remove**
405	AP	6,5,4,4,5,3	Domestic Apple	Malus sylvestris	Fair	Size	**Remove**
406	E	6,4	American Elm	Ulmus americana	Fair	Size	**Remove**
407	RC	6	Red Cedar	Juniperus virginiana	Fair	Size	**Remove**
408	RC	8	Red Cedar	Juniperus virginiana	Fair		**Remove**
409	RC	6	Red Cedar	Juniperus virginiana	Fair	Size	**Remove**
410	BC	10	Wild Black Cherry	Prunus serotina	DEAD	Quality	**Remove**
411	RC	6	Red Cedar	Juniperus virginiana	Fair	Size	**Remove**
412	BW	6	Black Walnut	Juglans nigra	Poor		Offsite
413	RC	11	Red Cedar	Juniperus virginiana	Fair		**Remove**
414	E	6	American Elm	Ulmus americana	Fair	Size	**Remove**
415	BW	6	Black Walnut	Juglans nigra	Fair	Size	**Remove**
416	CT	11	Cottonwood	Populus deltoides	Poor	Quality	**Remove**
417	WA	7	White Ash	Fraxinus americana	Fair	Size	**Remove**
418	BW	7	Black Walnut	Juglans nigra	Good	Size	**Remove**
419	WA	7	White Ash	Fraxinus americana	Poor	Size / Quality	**Remove**
420	BW	10	Black Walnut	Juglans nigra	Fair		**Save**
421	RC	8,7,6	Red Cedar	Juniperus virginiana	Fair		**Save**
422	BW	9,8	Black Walnut	Juglans nigra	Fair		Offsite
423	CT	22	Cottonwood	Populus deltoides	DEAD		Offsite
424	CT	20	Cottonwood	Populus deltoides	DEAD	Quality	**Remove**
425	CT	23	Cottonwood	Populus deltoides	Fair		**Save**
426	CT	16	Cottonwood	Populus deltoides	Fair		**Save**
427	E	7	American Elm	Ulmus americana	DEAD		**Save**
428	E	7	American Elm	Ulmus americana	DEAD		**Save**
429	CT	20	Cottonwood	Populus deltoides	DEAD		Offsite
430	CT	18	Cottonwood	Populus deltoides	DEAD		Offsite
431	CT	16	Cottonwood	Populus deltoides	DEAD		**Save**
432	CT	11	Cottonwood	Populus deltoides	Fair		Offsite
433	SU	13	Sugar Maple	Acer saccharum	Fair		Offsite
434	RC	13	Red Cedar	Juniperus virginiana	Poor		Offsite
435	SC	6	Scotch Pine	Pinus sylvestris	Poor		**Save**
436	RM	9	Red Maple	Acer rubrum	Fair		**Save**
437	WA	6	White Ash	Fraxinus americana	Fair		**Save**
438	TH	6,3,5	Thornapple/Hawthorne	Crataegus spp.	DEAD	Quality	**Remove**
439	CT	15	Cottonwood	Populus deltoides	Fair	Species	**Remove**
440	PW	7	White Poplar	Populus alba	Good	Size	**Remove**
441	SU	8	Sugar Maple	Acer saccharum	Fair		Offsite
442	SU	6	Sugar Maple	Acer saccharum	Fair		Offsite
443	E	6	American Elm	Ulmus americana	Fair		Offsite
444	BC	8	Wild Black Cherry	Prunus serotina	Fair		Offsite
445	E	8	American Elm	Ulmus americana	Poor		Offsite
446	AP	10	Domestic Apple	Malus sylvestris	DEAD		Offsite
447	RM	8,8	Red Maple	Acer rubrum	Fair		**Save**
448	AP	6,4	Domestic Apple	Malus sylvestris	Poor	Quality	**Remove**
449	SU	13	Sugar Maple	Acer saccharum	Fair		**Remove**

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STATE OF MICHIGAN
WILLIAM KREAN
LICENSED LANDSCAPE ARCHITECT
No. 1172

■ sheet title:
Tree Survey

■ project title:
Sakura East

City of Novi, Michigan

■ prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301

Phone: 248.657.4968

■ job number:	■ date:
19019	10.09.2023
■ drawn by:	■ checked by:
EMJ	WTK

■ revisions:
05.13.2024 Issued for Preliminary Site Plan
07.31.2024 Per Municipal Review

Know what's **below.**
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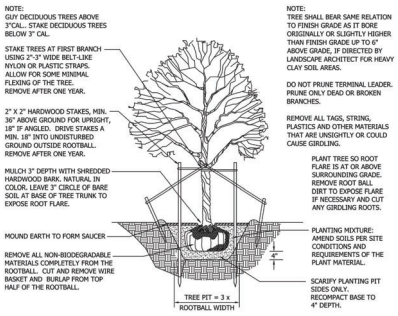
sheet no.
L-8

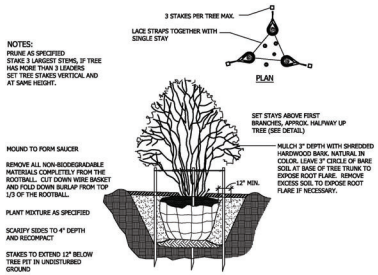


DECIDUOUS TREE PLANTING DETAIL

Not to scale

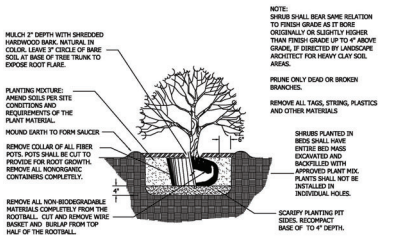
EVERGREEN TREE PLANTING DETAIL

Not to scale



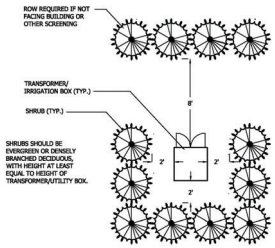
MULTI-STEM TREE PLANTING DETAIL

Not to scale



SHRUB PLANTING DETAIL

NOT TO SCALE

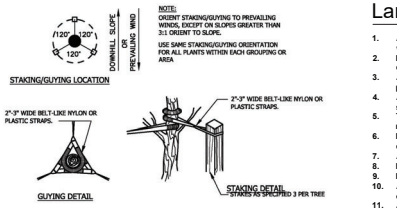


TRANSFORMER SCREENING DETAIL

Not to scale

City of Novi Landscape Notes

1. The proposed landscape shall be installed between March 15 & November 15
2. It is intended to guarantee the plant material for 2 years from the date of acceptance and to maintain all such landscaped areas in accordance with the requirements set forth in the City of Novi Ordinance.
3. The plant material should be grown in a nursery located in the Upper Midwest or Great Lakes region.
4. The property's landscape shall be maintained per the approved final site plan in perpetuity, per Zoning Ordinance Section 5.5.7, including replacement of all dead or failing plant material within three (3) months of its discovery, or the next appropriate time as determined by the City Landscape Architect.
5. Any plant species substitutions from the approved plan shall be approved in writing by the City Landscape Architect.

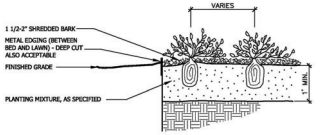


TREE STAKING DETAIL

Not to scale

Landscape Notes

1. All landscaping and landscape elements shall be planted, and earth moving or grading performed, in a sound workmanlike manner, according to accepted planting and grading procedure.
2. Landscaping required by this Ordinance shall be maintained in a reasonably healthy condition, free from refuse and debris.
3. All unhealthy or dead material shall be replaced within three (3) months of damage or death or the next appropriate planting period, whichever comes first.
4. All landscaped areas shall be provided with irrigation or a readily available and acceptable water supply. Irrigation systems shall include separate zones for Lawn and Plants.
5. Topsoil removed during construction shall be stockpiled in an appropriate manner to prevent erosion, and shall be redistributed on regraded surfaces to be landscaped, and provide a minimum of four (4) inches of even cover.
6. Plants shall be mulched with shredded hardwood bark mulch at a depth of three (3) inches. Mulch is to be free from debris and foreign material and shall contain no pieces of inconsistent size.
7. All plant material shall be true to name and free from physical damage and wind burn.
8. Plants shall be full, well-branched, and in a healthy, vigorous growing condition.
9. Plants shall be watered before and after planting is complete.
10. All trees must be staked, fertilized, and mulched and shall be guaranteed to exhibit a normal growth cycle for at least one (1) full year following planting.
11. All material shall conform to the guidelines established in the most recent edition of the American Standard for Nursery Stock.
12. Provide clean backfill soil, using material stockpiled on site. Soil shall be screened and free of any debris, foreign material, or stone.
13. "Agriform" tabs or similar slow-release fertilizer shall be added to the planting pits before being backfilled.
14. Amended planting mix shall consist of 1/3 screened topsoil, 1/3 sand, and 1/3 compost.
15. The Landscape Contractor shall be responsible for all work shown on the landscape drawings and specifications.
16. No substitutions or changes of location, or plant types shall be made without the approval of the Landscape Architect or Owner's representative.
17. The Landscape Architect shall be notified of any discrepancies between the plans and field conditions prior to installation.
18. The Landscape Contractor shall be responsible for maintaining all plant material in a vertical condition throughout the guaranteed period.
19. The Landscape Architect shall have the right at any stage of the installation to reject any work or material that does not meet the requirements of the plan and specifications, if requested by the owner.
20. The Contractor shall be responsible for checking plant quantities to ensure quantities on drawings and plant list are the same. In the event of a discrepancy, the quantities on the plans shall prevail.
21. The Landscape Contractor shall seed and mulch or sod (as indicated on plans) all areas disturbed during construction, throughout the contract limits.
22. A pre-emergent weed control agent, "Prean" or equal, shall be applied uniformly to all planting beds prior to mulching.
23. The Developer and Landscape Architect reserve the right to change location of plant material and alter plant species/variety at the time of installation based upon availability and quantity of material as well as site conditions. Materials will be of similar size, appearance and growth habit.
24. All Lawn areas shall be Sodded



PERENNIAL PLANTING DETAIL

Not to scale

Landscape Cost Estimate

Trees

botanical name	common name	size	qty.	price	total
Abies concolor	Concolor Fir	8' ht.	21	$ 375.00	$ 7,875.00
Amelanchier canadensis	Shadblow Serviceberry	8' ht.	7	$ 375.00	$ 2,625.00
Acer rubrum 'Armstrong Gold'	Armstrong Gold Maple	3" cal.	20	$ 400.00	$ 8,000.00
Acer rubrum 'Red Sunset'	Red Sunset Maple	3" cal.	6	$ 400.00	$ 2,400.00
Acer saccharum 'Green Mountain'	Green Mountain Sugar Maple	3" cal.	4	$ 400.00	$ 1,600.00
Ginkgo biloba 'Princeton Sentry'	Princeton Sentry Columnar Ginkgo	3" cal.	12	$ 400.00	$ 4,800.00
Gleditsia triacanthos var. inermis 'Skyline'	Skyline Thornless Honey Locust	3" cal.	8	$ 400.00	$ 3,200.00
Liriodendron tulipifera	Tulip Tree	3" cal.	8	$ 400.00	$ 3,200.00
Picea glauca	White Spruce	8' ht.	28	$ 375.00	$ 10,500.00
Pinus strobus	Eastern White Pine	8' ht.	28	$ 375.00	$ 10,500.00
Quercus rubra	Red Oak	3" cal.	5	$ 400.00	$ 2,000.00
Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	2.5" cal.	7	$ 375.00	$ 2,625.00
Thuja occidentalis 'Smaragd'	Emerald Green Arborvitae	8' ht.	24	$ 375.00	$ 9,000.00
Ulmus americana 'New Harmony'	New Harmony Americal Elm	3" cal.	10	$ 400.00	$ 4,000.00
Zelkova serrata 'Green Vase'	Green Vase Japanese Zelkova	3" cal.	4	$ 400.00	$ 1,600.00
				Subtotal:	*$ 73,925.00*

Shrubs

botanical name	common name	size	qty.	price	total
Cornus stolonifera 'Farrow'	Arctic Fire Red Twig Dogwood	24" ht.	8	$ 50.00	$ 400.00
Hydrangea paniculata 'Little Quickfire'	Little Quickfire Panicle Hydrangea	24" ht.	72	$ 50.00	$ 3,600.00
Hydrangea quercifolia 'Snow Queen'	Snow Queen Oakleaf Hydrangea	30" ht.	35	$ 50.00	$ 1,750.00
Physocarpus opulifolius 'Tiny Wine'	Tiny Wine Ninebark	24" ht.	8	$ 50.00	$ 400.00
Taxus x media 'Densiformis'	Dense Yew	24" ht.	125	$ 50.00	$ 6,250.00
Viburnum carlesii	Korean Spice Viburnum	30" ht.	39	$ 50.00	$ 1,950.00
				Subtotal:	*$ 14,350.00*

Ornamental Grasses, Perennials & Bulbs

botanical name	common name	size	qty.	price	total
Aralia cordata 'Sun King'	Sun King Japanese Spikenard	No. 2	40	$ 15.00	$ 600.00
Astilbe chinensis 'Vision Inferno'	Vision Inferno Chinese Astilbe	No. 1	116	$ 15.00	$ 1,740.00
Echinacea purpurea 'Magnus'	Magnus Purple Coneflower	No. 1	30	$ 15.00	$ 450.00
Echinacea purpurea 'Powwow Berry'	Powwow Berry Purple Coneflower	No. 1	26	$ 15.00	$ 390.00
Echinacea purpurea 'Powwow White'	Powwow White Purple Conflower	No. 1	26	$ 15.00	$ 390.00
Hosta 'First Frost'	First Frost Hosta	No. 1	36	$ 15.00	$ 540.00
Hakonechola macra	Japanese Forest Grass	No. 1	146	$ 15.00	$ 2,190.00
Hemerocallis 'Little Business'	Little Business Daylily	No. 1	66	$ 15.00	$ 990.00
Hosta 'Patriot'	Patriot Hosta	No. 1	102	$ 15.00	$ 1,530.00
Hosta 'Touch of Class'	Touch of Class Hosta	No. 1	79	$ 15.00	$ 1,185.00
Liriope muscari 'Big Blue'	Big Blue Lilyturf	No. 1	36	$ 15.00	$ 540.00
Nepeta x faassenii 'Walker's Low'	Walker's Low Catmint	No. 2	18	$ 15.00	$ 270.00
Panicum virgatum 'Shenandoah'	Shenandoah Switchgrass	No. 2	74	$ 15.00	$ 1,110.00
Rudbeckia fulgida 'Little Goldstar'	Little Goldstar Black-Eyed Susan	No. 1	81	$ 15.00	$ 1,215.00
Schizachyrium scoparium 'Carousel'	Carousel Little Bluestem	No. 1	44	$ 15.00	$ 660.00
				Subtotal:	*$ 13,800.00*

Sod, Seed, & Mulch

common name	units	qty.	price	total
Sodded Lawn	SY	4661	$ 4.00	$ 18,644.00
Mulch - 3" depth	CY	91	$ 55.00	$ 5,005.00
			Subtotal:	*$ 23,649.00*
			Project LandscapeTotal:	***$ 125,724.00***

Decorative Mailbox - 16 Gang CBU

Scale: NTS

Manufacturer: Salsbury Industries
18300 Central Avenue
Carson, CA 90746
800.624.5269
www.mailboxes.com
Model: CBU 16 Doors & 2 Parcel Lockers
3316BLK-U
Black
Quantity: 3 Total

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STATE OF MICHIGAN
WILLIAM KREAS
LICENSED LANDSCAPE ARCHITECT
No. 1117

sheet title:
Landscape Details & Notes

project title:
Sakura East
City of Novi, Michigan

prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301
Phone: 248.657.4968

job number:	date:
19019	04.24.2024

drawn by:	checked by:
EMJ	WTK

revisions:
- 05.13.2024 Issued for Preliminary Site Plan
- 07.31.2024 Per Municipal Review

sheet no.
L-9

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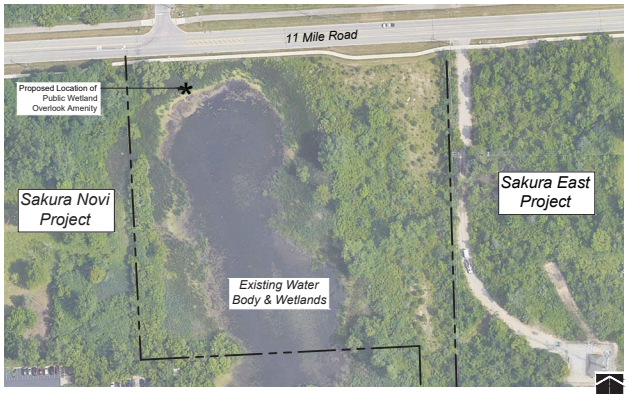
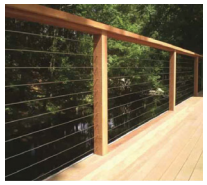


Amenity Location Plan

Scale: 1" = 100'

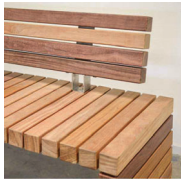
Amenity Precedent Imagery



Guardrail

Note: All products shown shall be considered conceptual and final details shall be developed for Final Site Plan Approval

Accent Boulder



Potential Bench Aesthetics

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STATE OF MICHIGAN
WILLIAM T. KIRBY
No. 1172
LICENSED LANDSCAPE ARCHITECT

sheet title:
Public Wetland Overlook Amenity

project title:
Sakura East

City of Novi, Michigan

prepared for:
Robertson Brothers Homes
6905 Telegraph Rd. - Suite 200
Bloomfield Hills, MI 48301

Phone: 248.657.4968

job number:	date:
19019	04.29.2024

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EMJ	WTK

revisions:
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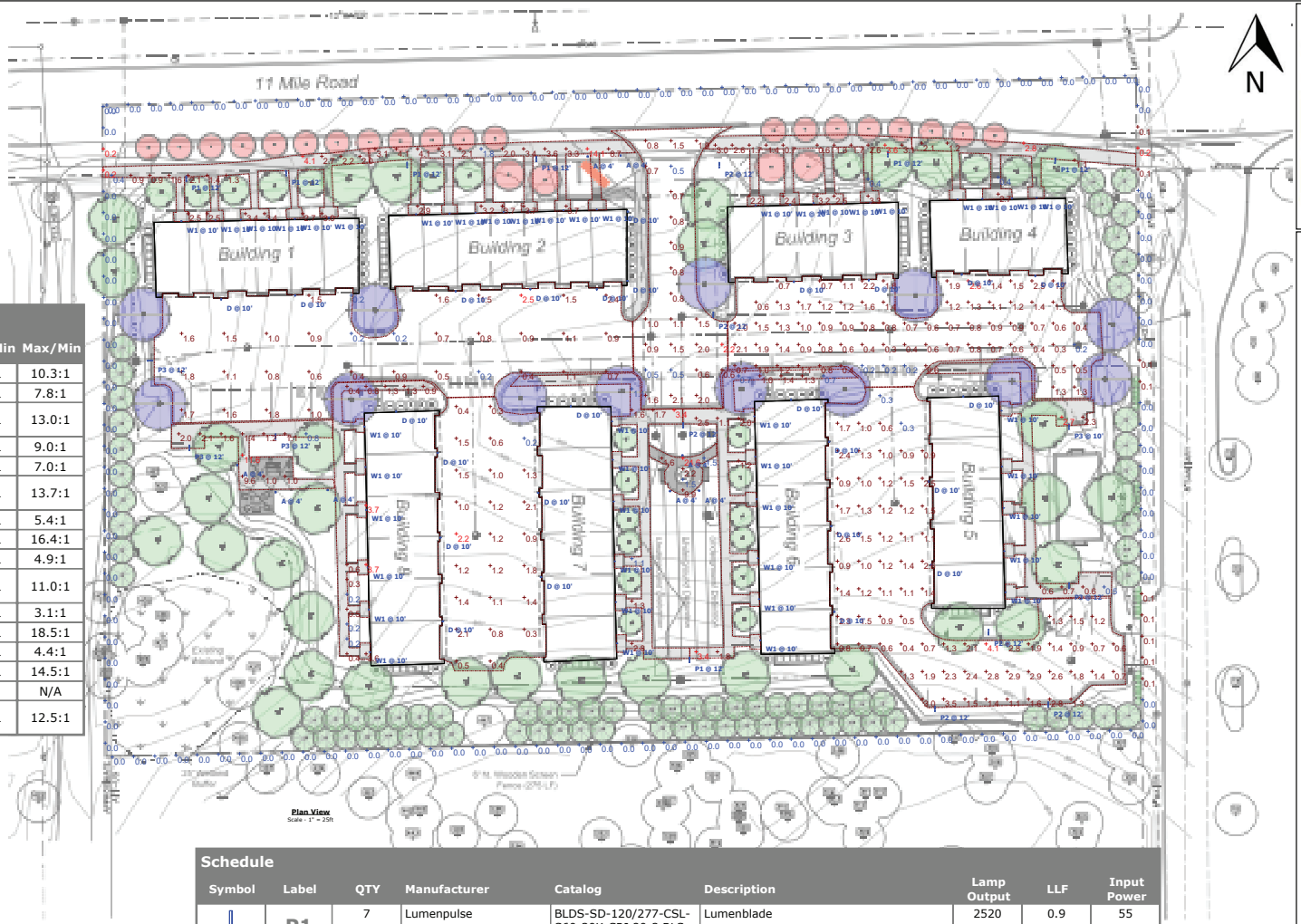
Statistics

Description	Symbol	Avg	Max	Min	Avg/Min	Max/Min
Building 1 Sidewalk	+	2.2 fc	4.1 fc	0.4 fc	5.5:1	10.3:1
Building 2 Sidewalk	+	4.2 fc	14.1 fc	1.8 fc	2.3:1	7.8:1
Building 3 & 4 Parking & Drive Lanes	+	1.0 fc	2.6 fc	0.2 fc	5.0:1	13.0:1
Building 3 Sidewalk	+	2.1 fc	3.6 fc	0.4 fc	5.3:1	9.0:1
Building 4 Sidewalk	+	1.7 fc	2.8 fc	0.4 fc	4.3:1	7.0:1
Building 5 & 6 Parking & Drive Lanes	+	1.5 fc	4.1 fc	0.3 fc	5.0:1	13.7:1
Building 5 Sidewalk	+	1.2 fc	2.7 fc	0.5 fc	2.4:1	5.4:1
Building 6 & 7 Courtyard	+	6.9 fc	24.6 fc	1.5 fc	4.6:1	16.4:1
Building 6 Sidewalk	+	1.6 fc	3.4 fc	0.7 fc	2.3:1	4.9:1
Building 7 & 8 Parking & Drive Lanes	+	1.1 fc	2.2 fc	0.2 fc	5.5:1	11.0:1
Building 7 Sidewalk	+	1.9 fc	3.4 fc	1.1 fc	1.7:1	3.1:1
Building 8 Sidewalk	+	1.2 fc	3.7 fc	0.2 fc	6.0:1	18.5:1
Entrance Drive	+	1.1 fc	2.2 fc	0.5 fc	2.2:1	4.4:1
Parking & Patio Sidewalk	+	3.0 fc	11.6 fc	0.8 fc	3.8:1	14.5:1
Property Line	+	0.0 fc	0.2 fc	0.0 fc	N/A	N/A
Building 1 & 2 Parking & Drive Lanes	+	1.1 fc	2.5 fc	0.2 fc	5.5:1	12.5:1



Schedule

Symbol	Label	QTY	Manufacturer	Catalog	Description	Lamp Output	LLF	Input Power
	P1	7	Lumenpulse	BLDS-SD-120/277-CSL-S60-30K-CRI 80-2 BLS	Lumenblade	2520	0.9	55
	P2	6	Lumenpulse	BLDS-SD-120/277-CSL-S60-30K-CRI 80-3 BLS	Lumenblade	2456	0.9	55
	P3	5	Lumenpulse	BLDS-SD-120/277-CSL-S60-30K-CRI 80-4 BLS	Lumenblade	2159	0.9	55
	D	25	Lumenpulse	BLDN-SD-120/277-CSL-XS25-30K-CRI 80-4	Lumenblade Nano	1963	0.9	30
	W1	45	KUZCO LIGHTING	EW3105-BK	WALL MOUNT / EXTERIOR WALL	683	0.9	9.9
	A	8	BEGA Converted by LUMCat V 25.04.2019 / H.R.		84304K27	1982	0.9	17

General Note
1. SEE SCHEDULE FOR LUMINAIRE MOUNTING HEIGHT.
2. SEE LUMINAIRE SCHEDULE FOR LIGHT LOSS FACTOR.
3. CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: GRADE

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIRMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT ASG@GASSERBUSH.COM OR 734-266-6705.

Alternates Note
THE USE OF FIXTURE ALTERNATES MUST BE RESUBMITTED TO THE CITY FOR APPROVAL.

Ordering Note
FOR INQUIRIES CONTACT GASSER BUSH AT QUOTES@GASSERBUSH.COM OR 734-266-6705.

Drawing Note
THIS DRAWING WAS GENERATED FROM AN ELECTRONIC IMAGE FOR ESTIMATION PURPOSE ONLY. LAYOUT TO BE VERIFIED IN FIELD BY OTHERS.

Mounting Height Note
MOUNTING HEIGHT IS MEASURED FROM GRADE TO FACE OF FIXTURE. POLE HEIGHT SHOULD BE CALCULATED AS THE MOUNTING HEIGHT LESS BASE HEIGHT.

SAKURA PHASE 2
EXTERIOR PHOTOMETRIC PLAN
GASSER BUSH ASSOCIATES
WWW.GASSERBUSH.COM

Designer
BK
Date
08/02/2024
Scale
Not to Scale
Drawing No.
#23-12741

Bollard · Flat beam

BEGA

Application
Surface washer bollards for the uniform illumination of ground surfaces. The luminaire housing is adjustable, allowing the light distribution to be adapted to meet the requirements of the installation site.

Materials
Clear safety glass with printed optical texture
Aluminum housing
High temperature silicone gasket
Mechanically captive stainless steel fasteners
Pure anodized aluminum reflector

NRTL listed to North American Standards, suitable for wet locations
Protection class IP 65

Weight: 15.4 lbs.

Electrical

Operating voltage	120-277VAC
Minimum start temperature	-30° C
LED module wattage	13.6W
System wattage	24.0W
Controllability	0-10V, TRIAC, and ELV dimmable
Color rendering index	Ra > 90
Luminaire lumens	2109lm
LED service life (L70)	60000hrs

LED color temperature
☐ 4000K (K4)
☐ 3500K (K35)
☐ 3000K (K3)
☐ 2700K (K27)

BEGA can supply you with suitable LED replacement modules for up to 20 years after the purchase of LED luminaires - see website for details

Finish
All BEGA standard finishes are matte, textured powder coat with minimum 3 mil thickness. BEGA Undure® finish, a fluoropolymer technology, provides superior fade protection in Black, Bronze, and Silver. BEGA standard White is a super durable polyester powder. Optionally available RAL and custom color finishes provided in either polyester powder or liquid paint.

Available colors
☐ Black (BLK)
☐ Silver (SLV)
☐ RAL:
☐ Bronze (BRZ)
☐ White (WHT)
☐ CUS:

Type:
BEGA Product:
Project:
Modified:

Available options
☐ 70895 Direct burial anchorage (replaces included anchorage kit, pre-shippable)
☐ CUS Custom finish
☐ MGU Marine grade undercoat
☐ RAL RAL finish

Included (available for pre-shipment)
☐ B79817 Anchorage kit

Bollard · Flat beam

	LED	A	B	C
844304	13.6W	10 1/2	47 1/8	14

BEGA 1000 BEGA Way, Carpinteria, CA 93013 (805)684-0553 info@bega-us.com

Due to the dynamic nature of lighting products and the associated technologies, luminaire data on this sheet is subject to change at the discretion of BEGA North America. For the most current technical data, please refer to bega-us.com
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Updated 07/03/24

NORDIC
EW3105
WALL

PROJECT

EW3105-BK
Black

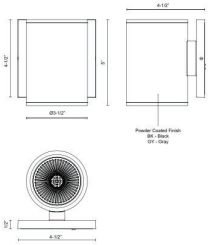
EW3105-GY
Gray

DESCRIPTION

High powered LED exterior single light wall mount fixture, die-cast aluminum housing molded into a cylinder shape with in powder coated black or gray finishes. Concealed inside is our 120V AC LED technology with a tempered glass diffuser radiating light either upward or downward depending how it is mounted on the wall. Certified ETL wet location listed and is available in different sizes and two light options (see Lund family for details).

SPECIFICATION DETAILS

Fixture Dimensions	D3-1/2" x H5" x W4-1/2"
Light Source	AC LED Module
Wattage	11W
Total Lumens	850lm
Delivered Lumens	BK-684lm; GY-693lm;
Voltage	120V
Color Temperature	3000K
CRI (Ra)	90CRI
Optional Color Temps	2700K - 5000K Available. Minimum Order Quantities Apply
LED Rated Life	50,000 hours
Dimming	100% - 10%, ELV Dimmer (Not Included)
Diffuser Details	Parabolic Aluminum Reflector
Glass Details	Clear Glass
Location	Wet
Illumination Direction	Downlight
Canopy Dimensions	W4-1/2" x H4-1/2" x E1/2"
Paint Finish	BK02; GY01;



* For custom options, consult factory for details.
* For warranty information, please visit www.kuzcolighting.com/warranty

KUZCO

CANADA: 19054 28TH AVENUE - SURREY, BC V3Z 6M3
USA: 3035 E. LONE MOUNTAIN ROAD - LAS VEGAS, NV 89081

WWW.KUZCOLIGHTING.COM

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COMMENT

Intertek

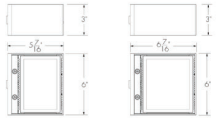
Specification Sheet

Lumenblade
Nano
BLDN

Project Name _____ **Qty** _____

Type _____ **Catalog / Part Number** _____

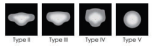
W1H2 Wall Mount Option Shown



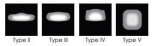
Side views

Bottom views

Distributions



Type II | Type III | Type IV | Type V



Type II Backlight Shield | Type III Backlight Shield | Type IV Backlight Shield | Type V Square

Color and Color Temperature

Amber | 2200K | 2700K | 3000K | 3500K | 4000K | 5700K

Control

ON/OFF 0-10V

Ratings

IP66 (optical chamber) IK06 (lens) IK10* (frame)
*IK10 polycarbonate lens option available, consult factory.

Certifications

Description

The Lumenpulse Lumenblade Nano is an outdoor LED luminaire that uses a rectilinear version of the Lumencentro light engine to create a continuous line of light. Side Mount or Wall Mount options are available. Its seem-but-not-seen, minimalist design is sustainable, blends with both contemporary and heritage architectures, provides a high level of security, and is sensitive to the natural environment with low outputs and with a BUG rating of 0.

Features

Mounting	Side Mounting, Wall Mounting
Color and Color Temperature	True Amber 585nm-593nm (Turtle-Friendly), 2200K, 2700K, 3000K, 3500K, 4000K
Distributions	Type II, Type III or Type IV (with or without backlight shield), Type V, Type V square
Optical Option (factory installed)	Louver
Vibration Rating	Meets ANSI C136.31-2018 vibration rating for Bridge & Overpass applications
Option	Vibration Rated for Bridge and Overpass Corrosion-resistant Coating for Hostile Environments
Warranty	5-year limited warranty

Performance

Output (Nominal Lumens)	Minimum 200lm/ Maximum 2500lm
Efficacy	Up to 127 lm/W (XS10 lumen output, 4000K, CRI 70+, Type VS)
Color Rendering	3 SDCM for CRI 70+, 2 SDCM for CRI 80+ and CRI 90+
Lumen Maintenance	TM-21 L70 > 145,000 hrs (reported, Ta 25 - 50 °C (77 - 122 °F))
Dark Sky	Dark sky compliant (2200K, 2700K, 3000K and Amber color temperatures, BUG rating of U0)

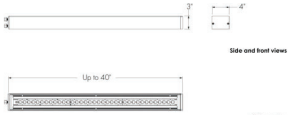
Specification Sheet

lumenblade
Small
BLDS

Project Name _____ **Qty** _____

Type _____ **Catalog / Part Number** _____

1 board shown

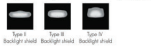


Side and front views

Bottom view
L120 or L140 (3 boards) shown

Distributions

Type II | Type III | Type IV | Type V Square



Type II Backlight shield | Type III Backlight shield | Type IV Backlight shield

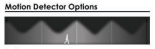
Colors and Color Temperatures

2200K | 2700K | 3000K | 3500K | 4000K | 5700K

Control

ON/OFF 0-10V LT

Motion Detector Options



Rating

IP66 (optical chamber)

Certifications

Description

The Lumenpulse Lumenblade Small is an outdoor LED luminaire that uses a rectilinear version of the Lumencentro light engine to create a continuous line of light. Its seen-but-not-seen, minimalist design is sustainable, blends with both contemporary and heritage architectures, provides a high level of security, and is sensitive to the natural environment. The Lumenblade Small is available in several lengths, a number of distributions and output options, and provides a stellar quality of light that brings the night to life.

Features

Mounting	Side mounting
Color and Color Temperature	2200K, 2700K, 3000K, 3500K, 4000K, 5700K
Distributions	Type II, Type III or Type IV (with or without backlight shield), Type S square
1.5G Vibration Rated	Meets 1.5G ANSI C136.31 - 2010 vibration standard for Roadway applications 3G ANSI C136.31-2010 Vibration Rating for bridge applications available for certain configurations, refer to product configurator and website for details
Options	3G ANSI C136.31-2010 Vibration Rating for bridge applications, Corrosion-resistant coating for hostile environments, Surge protector, 3-Pin Receptacle with or without shorting cap, 5-Pin Receptacle with or without shorting cap, 7-Pin Receptacle with or without shorting cap, Motion detector
Pole Mounting Adaptor	Straight pole and Muffler pole adaptor (round and square pole): 4 in, 5 in and 6 in Lumentech pole adaptor (square and round pole): 5 in (round pole only) and 6 in
Warranty	5-year limited warranty

N

SAKURA PHASE 2
EXTERIOR PHOTOMETRIC PLAN
GASSER BUSH ASSOCIATES
WWW.GASSERBUSH.COM

Designer
BK
Date
08/02/2024
Scale
Not to Scale
Drawing No.
#23-12741

SAKURA WAY

'100 SERIES'
16' WIDE TOWNHOUSE UNIT

NOVI, MICHIGAN

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	ARCHITECTURAL DRAWINGS
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A-2	UNIT PLANS
A-3	FRONT & SIDE ELEVATIONS
A-4	REAR ELEVATIONS & BUILDING SECTION
A-5	UNIT ROOF PLANS
A-6	WALL SECTIONS & TYPICAL DETAILS
A-7	3 UNIT BUILDING - PLANS
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	PLUMBING DRAWINGS
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P-2	PLUMBING PLANS

OWNER:

ROBERTSON HOMES
6905 TELEGRAPH RD. , SUITE 200
BLOOMFIELD HILLS, MI 48301
248. 644. 3460 (P)

ARCHITECT:

BRIAN NEEPER ARCHITECTURE P.C.
630 N. OLD WOODWARD, SUITE 203
BIRMINGHAM, MICHIGAN 48009
248. 259. 1784 Brian@BrianNeeper.com

ARCHITECTURE

BRIAN NEEPER ARCHITECTURE P.C.
DESIGN - PLANNING - INTERIORS
BLOOMFIELD HILLS, MICHIGAN
BRIANNEEPER.COM
248. 259. 1784

SHEET TITLE
TITLE SHEET

CLIENT / PROJECT
ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

PRELIMINARY 10-11-21
BIDS
PERMITS
FINAL
REVISIONS
2-21-22
11-15-22
1-24-23
2-27-23

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JOB NUMBER 19011
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CHECKED BY
SHEET NUMBER
T-1

STRUCTURAL NOTES:

(2) 2x8 HEADERS TO BEAR ON (1) ONE JACK STUD UNLESS NOTED OTHERWISE.

(2) 2x10 & LARGER HEADERS TO BEAR ON (2) TWO JACK STUDS UNLESS NOTED OTHERWISE.

ALL PRE-ENGINEERED HEADERS FRAMED PERPENDICULAR TO WALL LINE SHALL BEAR ON REQUIRED NUMBER OF STUDS TO MATCH WIDTH OF HEADER MATERIAL.

ALL PRE-ENGINEERED HEADERS FRAMED PARALLEL TO WALL LINE SHALL BEAR ON A MINIMUM (2) TWO JACK STUDS UNLESS NOTED OTHERWISE.

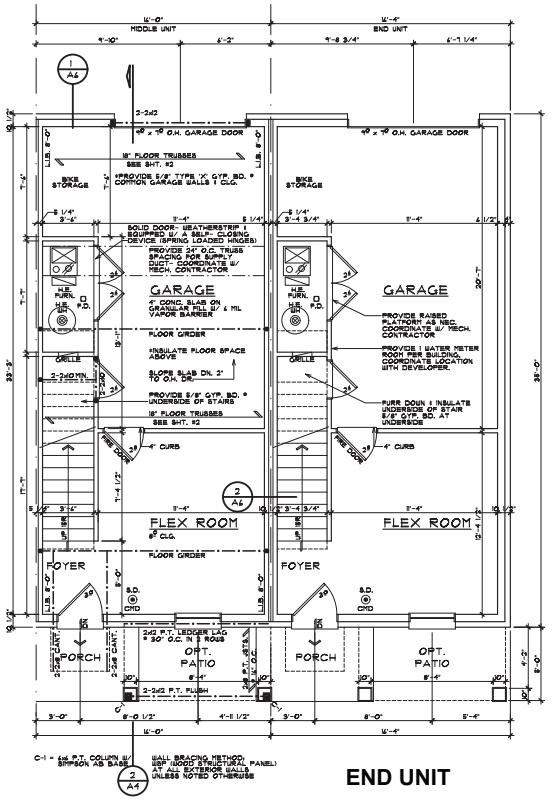
ALL PRE-ENGINEERED LUMBER HEADERS SHALL BE BUILT-UP FROM THE NUMBER OF HEADERS INDICATED ON DRAWINGS. ALL MEMBERS SHALL BE SECURED WITH NAILS OR BOLTS AS SPECIFIED BY THE MANUFACTURER FOR SIZES INDICATED.

ALL GIRDER TRUSSES TO BEAR ON (2) TWO STUDS MINIMUM OR AS REQUIRED TO MATCH NUMBER OF TRUSS PLYS, WHICH EVER IS GREATER.

TRUSS FABRICATOR/CONTRACTOR TO PROVIDE ALL HANGERS W/ MODEL No. CLEARLY STAMPED & LAYOUT DRAWINGS CLEARLY INDICATING LOCATION OF VARIOUS HANGERS REQUIRED.

CARPENTER CONTRACTOR TO INSTALL NAIL SIZES & NUMBER REQ'D. AS SPECIFIED FOR EACH TYPE OF HANGER.

LVL DESIGN VALUES FOR MODULUS OF ELASTICITY (E) SHALL BE 2,000,000 PSI (2.0 E)

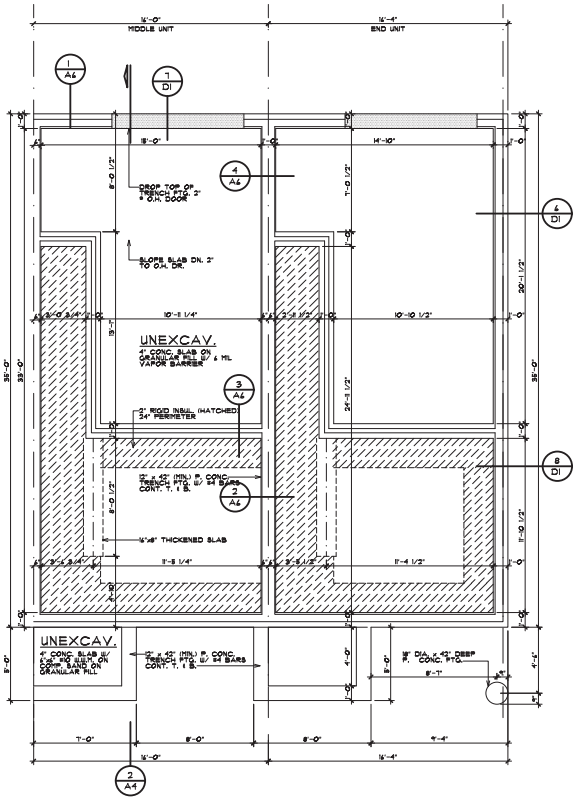


END UNIT

GROUND FLOOR PLAN

STANDARD INTERIOR LAYOUT

SCALE: 1/4" = 1'-0"



FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

BRIAN NEEPER ARCHITECTURE P.C.
DESIGN - PLANNING - INTERIORS
BLOOMFIELD HILLS, MICHIGAN
BRIANNEEPER.COM
248. 259. 1784

SHEET TITLE
FOUNDATION PLAN
GROUND FLOOR PLAN

CLIENT / PROJECT
ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

PRELIMINARY	10-11-21
BIDS	
PERMITS	
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REVISIONS	2-21-22 11-15-22 1-24-23 2-27-23

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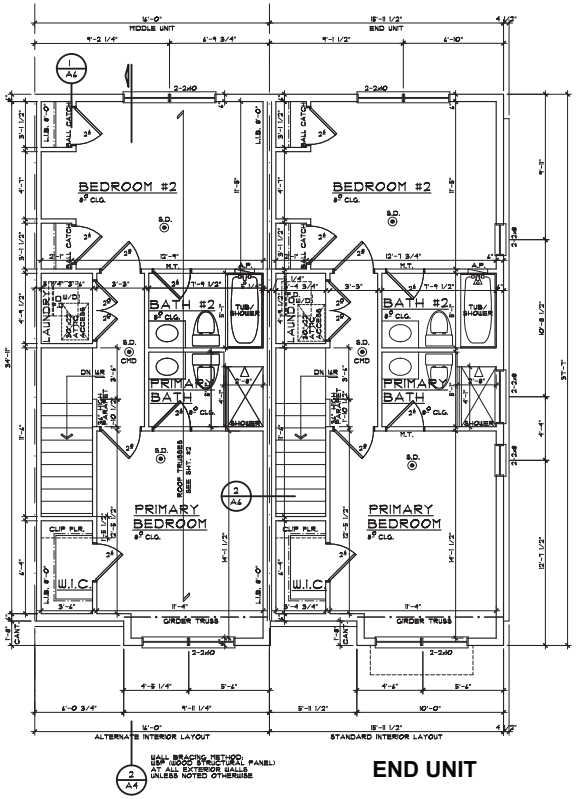
JOB NUMBER 19011

DRAWN BY BN / JF / RR

CHECKED BY

SHEET NUMBER
A-1

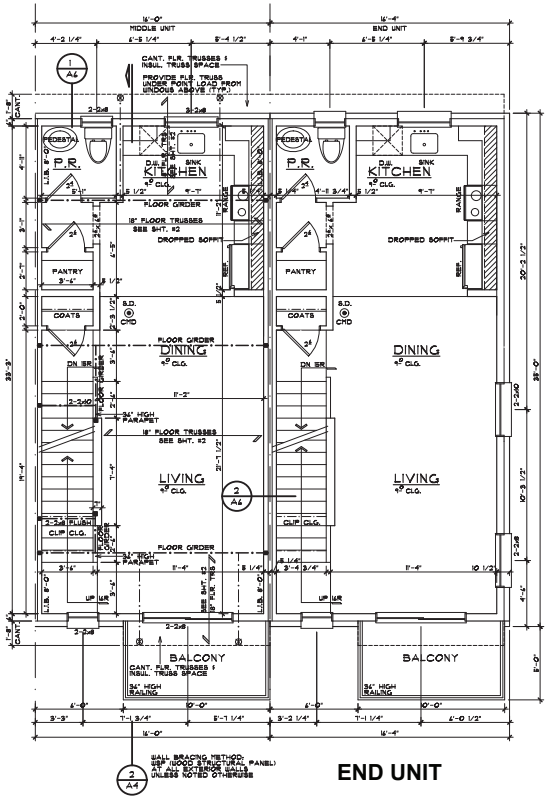
SQUARE FOOTAGE	
LOWER LEVEL	182 SQ FT
1ST FLOOR	548 SQ FT
2ND FLOOR	601 SQ FT
TOTAL	1,331 SQ FT



END UNIT

SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



END UNIT

FIRST FLOOR PLAN

STANDARD INTERIOR LAYOUT

SCALE: 1/4" = 1'-0"

ARCHITECTURE

BRIAN NEEPER ARCHITECTURE P.C.
DESIGN - PLANNING - INTERIORS
BLOOMFIELD HILLS, MICHIGAN
BRIANNEEPER.COM
248. 259. 1784

SHEET TITLE
FIRST FLOOR PLAN
SECOND FLOOR PLAN

CLIENT / PROJECT
ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

PRELIMINARY	10-11-21
BIDS	
PERMITS	
FINAL	
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ARCHITECTURE P.C.

JOB NUMBER	19011
DRAWN BY	BN / JF / RR
CHECKED BY	
SHEET NUMBER	A-2

WINDOW SILLS

IN DWELLING UNITS, WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72" ABOVE FINISHED GRADE OR SURFACE BELOW, THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED. GLAZING BETWEEN THE FLOOR AND 24" SHALL BE FIXED OR HAVE OPENINGS THROUGH WHICH A 4" INCH DIAMETER SPHERE CANNOT PASS. EXCEPTIONS:

1. WINDOWS WHOSE OPENINGS SILL NOT ALLOW A 4" DIA. SPHERE TO PASS THROUGH THE OPENING WHERE THE OPENING IS IN ITS LARGEST OPENED POSITION.
2. OPENINGS THAT ARE PROVIDED WITH WINDOW GUARDS THAT COMPLY WITH ASTM F 2006 OR F 2090.

OVERHANGS & DRAINAGE

PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF EATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE IS CONNECTED TO AN UNDERGROUND STORM DRAINAGE SYSTEM PER SITE ENGINEER.

UNLESS NOTED OTHERWISE OVERHANG DIMENSIONS ARE 12" FROM BRAKE. RAKE DIMENSIONS ARE 4" AT BRICK AND 6" AT SIDING.

STEEL LINTEL SCHEDULE

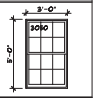
LOOSE STEEL LINTELS FOR MASONRY - EXTERIOR ANGLES FOR BRICK OR STONE (NO FLOOR LOAD)

MAX. CLEAR SPAN	LINTEL SIZE
6'-0" OR LESS	3 1/2" x 3 1/2" x 5/16"
7'-0" OR LESS	4" x 3 1/2" x 5/16"
8'-0" OR LESS	5" x 3 1/2" x 5/16"
9'-0" OR LESS	5" x 3 1/2" x 3/8"
10'-0" OR LESS	6" x 3 1/2" x 3/8"

NOTE: THIS SCHEDULE APPLIES UNLESS NOTED OTHERWISE ON THE PLANS AND/OR ELEVATIONS.

NOTE: STEEL ANGLE LINTELS REQUIRE A SHOP COAT OF RUST-INHIBITIVE PAINT EXCEPT FOR LINTELS MADE OF CORROSION-RESISTANT STEEL.

TYP. WINDOW DESIGNATION



GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH WINDOW MANUFACTURER FOR EXACT WINDOW SIZES & REQUIREMENTS.

EGRESS WINDOW

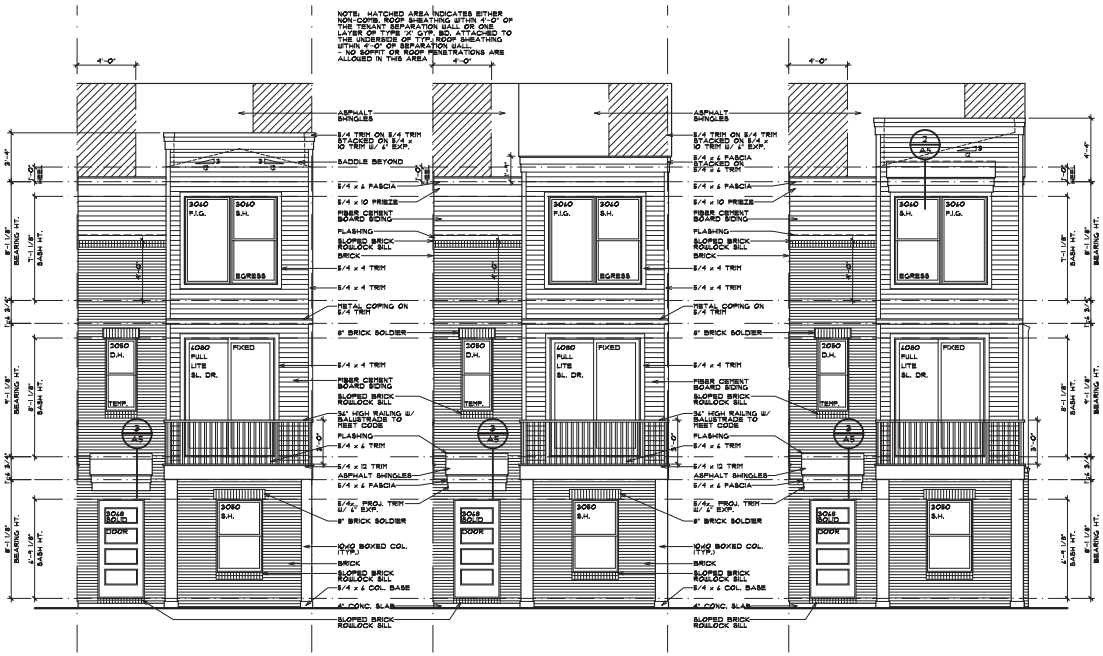
EVERY SLEEPING ROOM SHALL HAVE AT LEAST ONE OPERABLE WINDOW OR EXTERIOR DOOR OPENING FOR EMERGENCY EGRESS OR RESCUE. DOOR UNIT(S) MUST BE OPERABLE FROM THE INSIDE OF A THE CLEAR OPENING, WITHOUT THE USE OF SEPARATE TOOLS. WHERE WINDOWS ARE PROVIDED AS A MEANS OF EGRESS, OR RESCUE, THEY SHALL HAVE SILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR. ALL EGRESS OR RESCUE WINDOWS FROM SLEEPING ROOMS MUST HAVE A MINIMUM NET CLEAR OPENING HEIGHT DIMENSION SHALL BE 24 INCHES AND WIDTH OF 20 INCHES.

NOTE; ALL SIDING & TRIM TO BE HARDIE

RIGHT SIDE ELEVATION

LEFT SIDE ELEVATION - OPPOSITE - SIMILAR

SCALE: 1/4" = 1'-0"



NOTE; ALL SIDING & TRIM TO BE HARDIE

FRONT ELEVATION 'C'

SCALE: 1/4" = 1'-0"

NOTE; ALL SIDING & TRIM TO BE HARDIE

FRONT ELEVATION 'B'

SCALE: 1/4" = 1'-0"

NOTE; ALL SIDING & TRIM TO BE HARDIE

FRONT ELEVATION 'A'

SCALE: 1/4" = 1'-0"

BRIAN NEEPER ARCHITECTURE P.C.
DESIGN - PLANNING - INTERIORS
BLOOMFIELD HILLS, MICHIGAN
BRIANNEEPER.COM
248. 259. 1784

SHEET TITLE

FRONT ELEVATION
RIGHT SIDE ELEVATION

CLIENT / PROJECT

ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

PRELIMINARY	10-11-21
BIDS	
PERMITS	
FINAL	
REVISIONS	2-21-22 11-15-22 1-24-23 2-27-23

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JOB NUMBER 19011

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CHECKED BY

SHEET NUMBER

A-3

WINDOW SILLS

IN DWELLING UNITS, WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72" ABOVE FINISHED GRADE OR SURFACE BELOW, THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED. GLAZING BETWEEN THE FLOOR AND 24" SHALL BE FIXED OR HAVE OPENINGS THROUGH WHICH A 4 INCH DIAMETER SPHERE CANNOT PASS. EXCEPTIONS:

1. WINDOWS WHOSE OPENINGS WILL NOT ALLOW A 4" DIA. SPHERE TO PASS THROUGH THE OPENING WHERE THE OPENING IS IN ITS LARGEST OPENED POSITION.
2. OPENINGS THAT ARE PROVIDED WITH WINDOW GUARDS THAT COMPLY WITH ASTM F 2006 OR F 2090.

OVERHANGS & DRAINAGE

PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE IS CONNECTED TO AN UNDERGROUND STORM DRAINAGE SYSTEM PER SITE ENGINEER.

UNLESS NOTED OTHERWISE OVERHANG DIMENSIONS ARE 12" FROM FRAME. RAKE DIMENSIONS ARE 4" AT BRICK AND 6" AT SIDING.

STEEL LINTEL SCHEDULE

LOOSE STEEL LINTELS FOR MASONRY - EXTERIOR ANGLES FOR BRICK OR STONE (NO FLOOR LOAD)

MAX. CLEAR SPAN	LINTEL SIZE
5'-0" OR LESS	3 1/2" x 3 1/2" x 5/16"
7'-0" OR LESS	4" x 3 1/2" x 5/16"
8'-0" OR LESS	5" x 3 1/2" x 5/16"
9'-0" OR LESS	5" x 3 1/2" x 3/8"
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NOTE: THIS SCHEDULE APPLIES UNLESS NOTED OTHERWISE ON THE PLANS AND/OR ELEVATIONS.

NOTE: STEEL ANGLE LINTELS REQUIRE A SHOP COAT OF RUST-INHIBITIVE PAINT EXCEPT FOR LINTELS MADE OF CORROSION-RESISTANT STEEL.

TYP. WINDOW DESIGNATION

GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH SHOP DRAWINGS FOR EXACT WINDOW SIZES & REQUIREMENTS.

EGRESS WINDOW

EVERY SLEEPING ROOM SHALL HAVE AT LEAST ONE OPERABLE WINDOW OR EXTERIOR DOOR APPROVED FOR EMERGENCY EGRESS OR RESCUE. THE UNITS) MUST BE OPERABLE FROM THE INSIDE TO A FULL CLEAR OPENING WITHOUT THE USE OF SEPARATE TOOLS. WHERE WINDOWS ARE PROVIDED AS A MEANS OF EGRESS OR RESCUE, THEY SHALL HAVE SILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR. ALL EGRESS OR RESCUE WINDOWS FROM SLEEPING ROOMS MUST HAVE A MINIMUM NET CLEAR OPENING HEIGHT DIMENSION SHALL BE 24 INCHES AND WIDTH OF 20 INCHES.

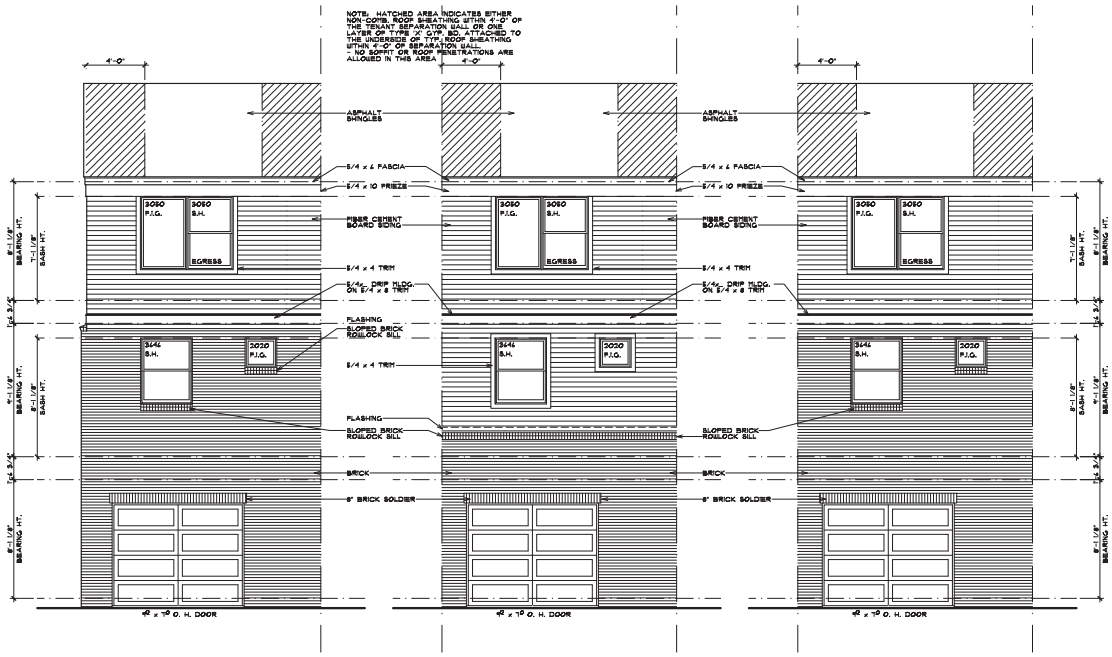
PROPOSED VENT AREA PER UNIT
VENT AREA RATIO 1/150
ATTIC AREA = 587 SQ.FT. (1/150)
VENT AREA = 3.92 SQ.FT. x 144 = 565 SQ.IN.
50% SOFFIT AND 50% RIDGE = 283 SQ.IN. EACH

VENT AREA PROVIDED @ RIDGE
LOUVER AT RIDGE TYPE @ 54 SQ.IN. EA. = 6 UNITS
TOTAL VENTING AT RIDGE = 324 SQ.IN.

VENT AREA PROVIDED @ SOFFIT
CONTINUOUS SOFFIT TYPE @ 18 SQ.IN. PER FT. = 16 FEET
TOTAL VENTING AT SOFFIT = 288 SQ.IN.

2 / A4 **BUILDING SECTION**

SCALE: 1/4" = 1'-0"



NOTE: ALL SIDING & TRIM TO BE HARDIE

REAR ELEVATION 'A'

SCALE: 1/4" = 1'-0"

NOTE: ALL SIDING & TRIM TO BE HARDIE

REAR ELEVATION 'B'

SCALE: 1/4" = 1'-0"

NOTE: ALL SIDING & TRIM TO BE HARDIE

REAR ELEVATION 'C'

SCALE: 1/4" = 1'-0"

BRIAN NEEPER ARCHITECTURE P.C.
DESIGN - PLANNING - INTERIORS
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SHEET TITLE
REAR ELEVATION
BUILDING SECTION

CLIENT / PROJECT
ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

PRELIMINARY	10-11-21
BIDS	
PERMITS	
FINAL	
REVISIONS	2-21-22 11-15-22 1-24-23 2-27-23

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JOB NUMBER	19011
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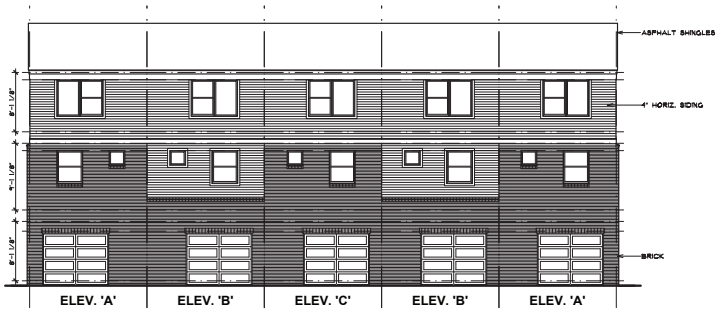
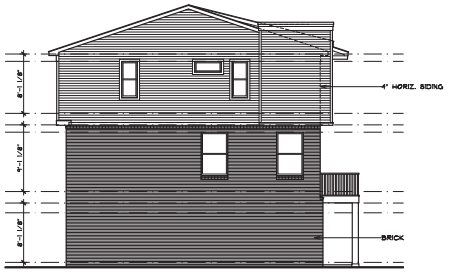
CHECKED BY	
SHEET NUMBER	A-4

WINDOW SCHEDULE

LOCATION	QTY.	LABEL	SIZE (H"x W")	TEMPERED
FLEX RM.	5	3050 S.H.	36"x 60"	NO
LIVING RM.	5	6080 SL.GL.DR.	72"x 96"	YES
LIVING RM.	5	2050 F.I.G.	24"x 60"	YES
LIVING RM.	4	3660 S.H.	42"x 72"	NO
KITCHEN	5	3646 S.H.	42"x 54"	NO
P.R.	5	2020 F.I.G.	24"x 24"	NO
BR. #1	5	3060 S.H.	36"x 72"	NO
BR. #1	5	3060 F.I.G.	36"x 72"	NO
BR. #1	2	2050 S.H.	24"x 60"	NO
BATH	2	3016 F.I.G.	36"x 18"	YES
BR. #2	2	2050 S.H.	24"x 60"	NO
BR. #2	5	3050 S.H.	36"x 60"	NO
BR. #2	5	3050 F.I.G.	24"x 24"	NO



REAR ELEVATION
5 UNIT BUILDING
SCALE: 1/8" = 1'-0"



LEFT SIDE ELEVATION
5 UNIT BUILDING
SCALE: 1/8" = 1'-0"

RIGHT SIDE ELEVATION
5 UNIT BUILDING
SCALE: 1/8" = 1'-0"

FRONT ELEVATION
5 UNIT BUILDING
SCALE: 1/8" = 1'-0"

ARCHITECTURE
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DESIGN - PLANNING - INTERIORS
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BRIAN@NEEPER.COM
248. 259. 1784

SHEET TITLE
5 UNIT BUILDING
BUILDING ELEVATIONS

CLIENT / PROJECT
ROBERTSON HOMES
SAKURA NOVI
TOWNHOME UNITS - "100 SERIES"
NOVI, MICHIGAN

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JOB NUMBER 19011
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SHEET NUMBER
A-10

ROBERTSON BROTHERS SAKURA NOVI SPLIT-LEVEL TOWNHOMES

11 MILE RD. AND TOWN CENTER DR.
NOVI, MI 48375

ARCHITECT
4545 ARCHITECTURE | DESIGN
TIMOTHY FLINTOFF
3011 W. GRAND BLVD, SUITE 400
DETROIT, MI 48202

CLIENT
ROBERTSON BROTHERS HOMES
6905 TELEGRAPH RD., SUITE 200
BLOOMFIELD HILLS, MI 48301

PROJECT DATA

BUILDING CODE AUTHORITY:
CITY OF NOVI

APPLICABLE CODES:

BUILDING CODE
ALSO KNOWN AS THE "MICHIGAN RESIDENTIAL BUILDING CODE"
2015 MICHIGAN RESIDENTIAL BUILDING CODE (MRC) AS AMENDED

MECHANICAL CODE
ALSO KNOWN AS THE "MICHIGAN MECHANICAL CODE"
2015 MICHIGAN MECHANICAL CODE AS AMENDED

PLUMBING CODE
ALSO KNOWN AS THE "MICHIGAN PLUMBING CODE"
2018 MICHIGAN PLUMBING CODE AS AMENDED

ELECTRICAL CODE
ALSO KNOWN AS THE "MICHIGAN ELECTRICAL CODE"
2017 NATIONAL ELECTRIC CODE (NEC) AS AMENDED & MICHIGAN AMMENDMENTS PART 8.

ENERGY CODE
2015 UNIFORM ENERGY CODE

BARRIER FREE REQUIREMENTS
AMERICANS WITH DISABILITIES ACT (ADA)
MBC-2015, CHAPTER 11
ICC / ANSI 117.1 - 2010, EXCEPT SECTION 611 & 707

PROJECT DESCRIPTION
RESIDENTIAL TOWNHOUSE BUILDINGS

BUILDING DATA:
STORIES: 3 STORIES

SPRINKLERED: NO

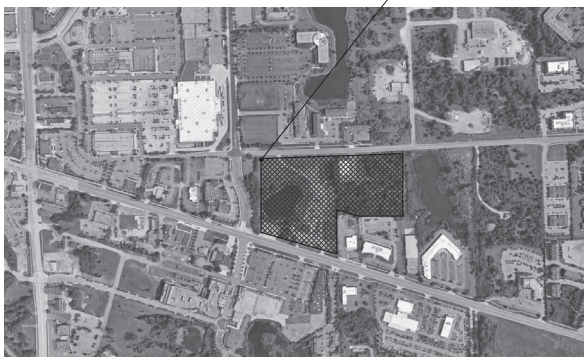
BUILDING HEIGHTS:	FROM GRADE	CEILING HEIGHT
FIRST FLOOR	4'-7"	8'-0"
SECOND FLOOR	9'-9"	9'-0"
THIRD FLOOR	20'-6"	8'-0"
ROOF (HIGH POINT)	34'-7"	
ALLOWABLE	35'-0"	

BUILDING AREAS (CONDITIONED):		
LEVEL	UNIT (GROSS)	
FIRST FLOOR	224	GSF
SECOND FLOOR	756	GSF
THIRD FLOOR	785	GSF
TOTAL UNIT	1,765	GSF

PARKING
GARAGE: 2 SPACES PER UNIT

ENERGY EFFICIENCY
COMPLY WITH SECTION N102 OF THE 2015 MICHIGAN RESIDENTIAL CODE
CLIMATE ZONE: 5A

CEILING:	R-38
WOOD FRAMED WALL:	R-20 OR R-13(CAVITY)+R5(SHEATHING)
MASS WALL:	R-20/R-17
FLOOR:	R-20 OR FILL CAVITY, R-19 MIN.
SLAB:	R-10 (2'-0" DEEP)



1 **LOCATION PLAN**
SCALE: 1" = 100'-0"

SHEET INDEX

SHEET NUMBER	SHEET NAME	PERMITS 01/25/2023
TS1.1	TITLE SHEET	
TS1.2	GENERAL NOTES	
TS1.3	STANDARD DETAILS	
TS1.4	STANDARD DETAILS	
A1.0	UNIT FLOOR PLANS	
A1.1	3-UNIT BUILDING PLANS	
A1.2	5-UNIT BUILDING PLANS	
A1.3	6-UNIT BUILDING PLANS	
A1.4	6-UNIT BUILDING PLANS	
A1.5	7-UNIT BUILDING PLANS	
A1.6	7-UNIT BUILDING PLANS	
A1.7	8-UNIT BUILDING PLANS	
A1.8	8-UNIT BUILDING PLANS	
A1.9	SINGLE UNIT PLANS	
A2.1	UNIT REFLECTED CEILING PLANS AND POWER PLAN	
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A3.5	6-UNIT BUILDING ELEVATIONS	
A3.8	7-UNIT BUILDING ELEVATIONS	
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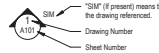
A3.10	8-UNIT BUILDING ELEVATIONS	
A3.11	8-UNIT BUILDING ELEVATIONS	
A4.0	BUILDING SECTIONS	
A4.1	WALL SECTIONS	
S1.1	FOUNDATION PLANS	
S1.2	FRAMING PLANS	

SYMBOL LEGEND

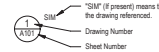
Drawing Navigation Symbols

Elevation Callout

Section Callout



Detail Callout



Other Symbols

ABBREVIATIONS

@	At
ACOUST	Acoustical
ACT	Acoustic Ceiling Tile
ADJ	Adjacent
AFF	Above Finish Floor
ALUM	Aluminum
ANOD	Anodized
BD	Board
BLDG	Building
BLK	Block
BLKG	Blocking
CEM	Cement
CJ	Control Joint
CLG	Ceiling
CL	Centerline
CO	Clean Out
COL	Column
CONC	Concrete
CG	Corner Guard
CONST	Construction
CONT	Continuous
CORR	Corrugated
CPT	Carpet
CT	Ceramic Tile
DET	Detail
DIA	Diameter
DIM	Dimension
DN	Down
DO	Door Opening
DR	Door
DWG	Drawing
EA	Each
ELEV	Elevation
EW	Each Way
EXG	Existing
EXIST	Existing
EXP	Expansion, Exposed
FD	Floor Drain
FDN	Foundation
FRP	Fiber Reinforced Panels
FIN	Finish
FLR	Floor
FO	Face Of
FOS	Face of Stud
FR	Frame
FTG	Footing
FV	Field Verify
GA	Gauge
GALV	Galvanized
GYP	Gypsum
HDW	Hardware
HM	Hollow Metal
HORIZ	Horizontal
HT	Height
ID	Inside Diamtere
INSUL	Insulation
INT	Interior
JT	Joint
LAV	Lavatory
LG	Long
LLO	Long Leg Outstanding
LLV	Long Leg Vertical
MAX	Maximum
MECH	Mechanical
MET	Metal
MEZZ	Mezzanine
MI	Miscellaneous Iron
MIN	Minimum
MISC	Miscellaneous
MO	Masonry Opening
NIC	Not In Contract
NTS	Not To Scale
OC	On Center
OD	Outside Diameter
OPNG	Opening
OPP	Opposite
PLG	Plate Glass
PLS	Plate Steel
PLAM	Plastic Laminate
PLAS	Plaster
PREFAB	Prefabricated
PROJ	Project, Projection
PSF	Pounds per Square Foot
PT	Paint, Point, Pressure Treated
R	Riser
RA	Return Air
RB	Rubber Base
RC	Roof Conductor
RCP	Reflected CEiling Plan
RD	Roof Drain
RF	Rubber Flooring
REINF	Reinforced, Reinforcing
REQD	Required
RFG	Roofing
RM	Room
RS	Roof Sump
RT	Rubber Tile
SAN	Sanitary
SCHED	Schedule
SHT	Sheet
SIM	Similar
SPEC	Specification
SS	Service Sink
STL	Steel
STD	Standard
STOR	Storage
STRUCT	Structural
SUSP	Suspended
SW	Switch
SYM	Symmetrical
T	Tread
T&B	Top and Bottom
TEL	Teelephone
TERR	Terrazzo
T&G	Tongue and Groove
THK	Thick, Thickness
THRES	Threshold
TOS	Top Of STeel
TYP	Typical
U/C	Undercut
UNO	Unless Noted Otherwise
VB	Vinyl Base
VCT	Vinyl Composition Tile
V/F	Verify In Field
W	Wide
VERT	Vertical
WAINS	Wainscot
WC	Water Closet
WD WIN	Wood Window
WT	Wight
WWF	Welded Wire Fabric

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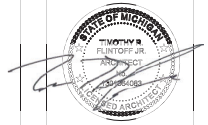
Issued for :
PERMITS 05/24/2023



Drawn by :
JRM
Checked by :
JRM

Sheet Title :
TITLE SHEET

Project No. :
2021008

Sheet No. :
TS1.1

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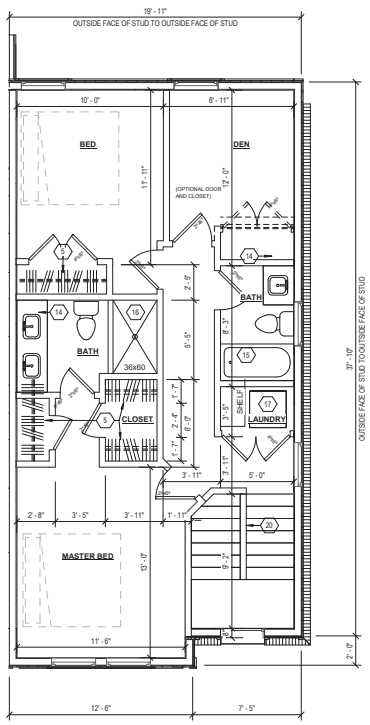
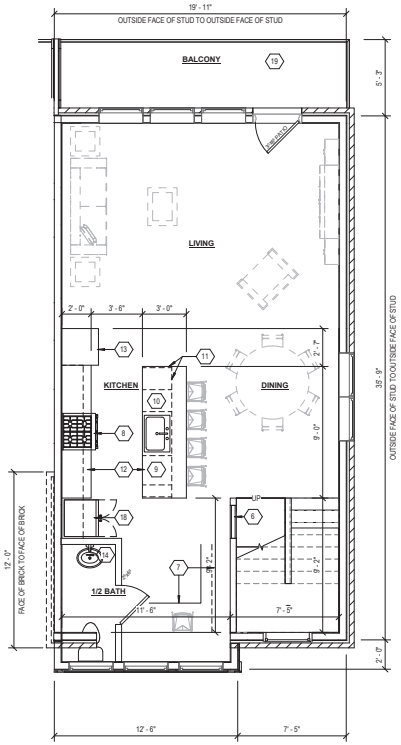
GENERAL NOTES:

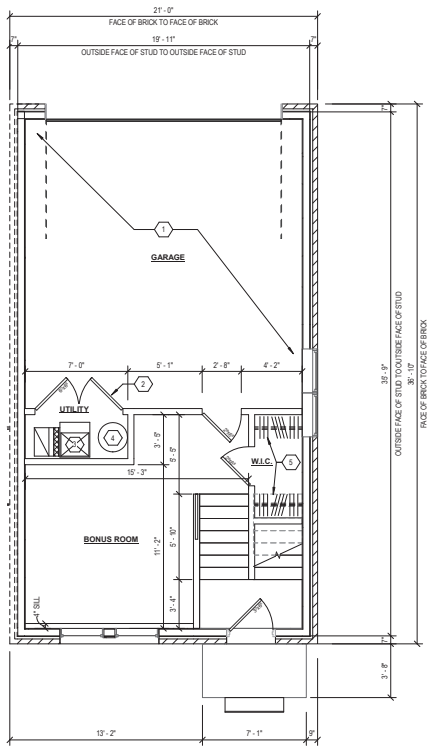
1. THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SET OF WORK AS INDICATED AND SHALL FIELD VERIFY ALL WORK, COORDINATE ALL DRAWINGS / NEW WORK AND SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES.
2. ALL DIMENSIONS ARE SHOWN FROM FINISH FACE TO FINISH FACE OF PARTITION UNLESS OTHERWISE NOTED.
3. WALL THICKNESS' ARE NOMINAL NOT ACTUAL DIMENSIONS. SEE WALL SCHEDULE FOR ACTUAL DIMENSIONS.
4. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL, STATE, COUNTY CODE REGULATIONS, O.S.H.A., AND THE AMERICAN WITH DISABILITIES ACT (ADA). REFER TO THE CODE PLAN FOR MORE INFORMATION.
5. DO NOT BACKFILL WALLS UNTIL FLOOR DECKS ARE INSTALLED
6. ALL POSTS CONTINUOUS TO FOUNDATION
7. SHEAR WALLS TO BE PERSCRIPTIVE PER MBC 2015



3 THIRD FLOOR
SCALE: 1/4" = 1'-0"



2 SECOND FLOOR
SCALE: 1/4" = 1'-0"



1 GROUND FLOOR
SCALE: 1/4" = 1'-0"

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MATSU SPLIT-LEVEL
TOWNHOMES
NOVI, MI

Issued for :
PERMITS 05/24/2023

STATE OF MICHIGAN
TIMOTHY R. FLINTOFT JR.
ARCHITECT
No. 1301084083
REGISTERED ARCHITECT

Drawn by :
JRM
Checked by :
JRM

Sheet Title :
SINGLE UNIT PLANS

Project No. :
2021008

Sheet No. :
A1.9

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ELEVATION	TOTAL AREA	BRICK AREA	%BRICK
FRONT	2712 SQ. FT.	983 SQ. FT.	36%
REAR	2930 SQ. FT.	1957 SQ. FT.	67%
SIDE	1179 SQ. FT.	687 SQ. FT.	58%

WINDOW SILLS

IN DWELLING UNITS, WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72" ABOVE FINISHED GRADE OR SURFACE BELOW, THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED. GLAZING BETWEEN THE FLOOR AND 24" SHALL BE FIXED OR HAVE OPENINGS THROUGH WHICH A 4 INCH DIAMETER SPHERE CANNOT PASS. EXCEPTIONS:

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6'-0" OR LESS	3 1/2" x 3 1/2" x 5/16"
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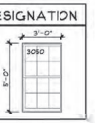

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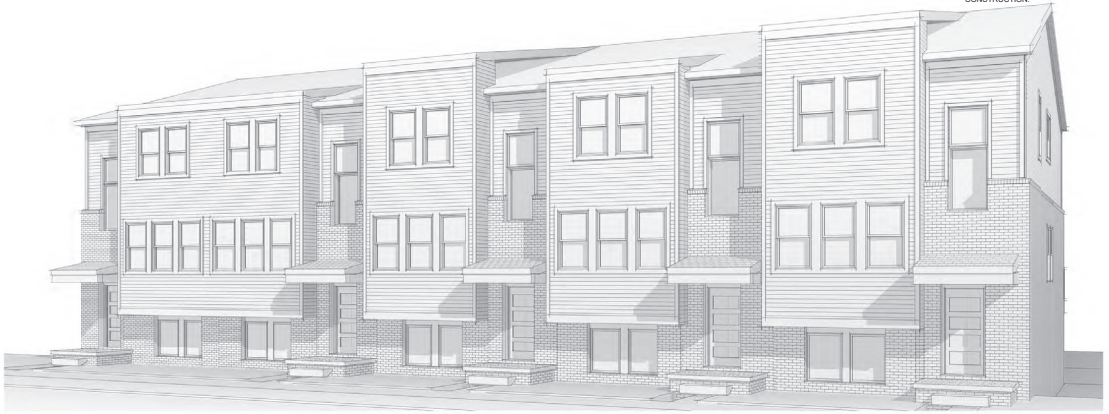
3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL, STATE, COUNTY CODE REGULATIONS, O.S.H.A., AND THE AMERICAN WITH DISABILITIES ACT (ADA). REFER TO THE CODE PLAN FOR MORE INFORMATION.
4. ALL FOUNDATIONS TO EXTEND 42" MIN. BELOW GRADE
5. ATTIC VENTING: NO VENTING PERMITTED IN FIRE-RATED ASSEMBLY AREAS. POSITION EAVE AND ROOF VENTS IN ADJACENT NON-FIRE RATED AREAS.
6. WINDOWS: CONTRACTOR TO VERIFY THAT ALL SLEEPING ROOMS HAVE OPERABLE WINDOWS THAT MEET CODE REQUIRED EGRESS SIZING. COORDINATE FINAL WINDOW SIZES WITH MANUFACTURER. WINDOW U-FACTOR: 0.32 MAXIMUM
7. REFER TO SHEET A3.1 FOR ALL TYPICAL ELEVATION INFORMATION INCLUDING WINDOW SIZES, ROOF VENTING, AND FIRE RATED CONSTRUCTION.



2 **FRONT VIEW - 5 UNIT**
SCALE:

1 **FRONT ELEVATION - 5-UNIT**
SCALE: 3/16" = 1'-0"

ARCHITECT:
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CONSULTANT:

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Issued for :
PERMITS 05/24/2023

STATE OF MICHIGAN
TIMOTHY R. FLINTOFF JR.
ARCHITECT
No. 1301061033
REGISTERED ARCHITECT

Drawn by :
JRM
Checked by :
JRM

Sheet Title :
5-UNIT BUILDING ELEVATIONS

Project No. :
2021008

Sheet No. :
A3.2

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BUILDER STEP - OPTION

ELEVATION	TOTAL AREA	BRICK AREA	%BRICK
FRONT	2712 SQ. FT.	983 SQ. FT.	36%
REAR	2930 SQ. FT.	1957 SQ. FT.	67%
SIDE	1179 SQ. FT.	687 SQ. FT.	58%

WINDOW SILLS

IN DWELLING UNITS, WHERE THE OPENING OF AN OPERABLE WINDOW IS LOCATED MORE THAN 72" ABOVE FINISHED GRADE OR SURFACE BELOW, THE LOWEST PART OF THE CLEAR OPENING OF THE WINDOW SHALL BE A MINIMUM OF 24 INCHES ABOVE THE FINISHED FLOOR OF THE ROOM IN WHICH THE WINDOW IS LOCATED. GLAZING BETWEEN THE FLOOR AND 24" SHALL BE FIXED OR HAVE OPENINGS THROUGH WHICH A 4 INCH DIAMETER SPHERE CANNOT PASS. EXCEPTIONS:

1. WINDOWS WHOSE OPENINGS WILL NOT ALLOW A 4" DIA. SPHERE TO PASS THROUGH THE OPENING WHERE THE OPENING IS IN IT'S HIGHEST OPENED POSITION.
2. OPENINGS THAT ARE PROVIDED WITH WINDOW GUARDS THAT COMPLY WITH ASTM F 2006 OR F 2090.

OVERHANGS & DRAINAGE

PROVIDE GUTTER & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE CONNECTED TO THE STORM WATER COLLECTION SYSTEM. DOWNSPOUT LOCATIONS TO BE DETERMINED BY TRADE AND COORDINATED W/ CIVIL ENG.

UNLESS NOTED OTHERWISE, OVERHANG DIMENSIONS ARE 12" FROM FRAME. RAKE DIMENSIONS ARE 4" AT BRICK AND 6" AT SIDING

STEEL LINTEL SCHEDULE

LOOSE STEEL LINTELS FOR MASONRY - EXTERIOR ANGLES FOR BRICK OR STONE (NO FLOOR LOAD)

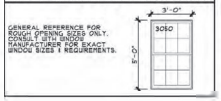
MAX. CLEAR SPAN	LINTEL SIZE
6'-0" OR LESS:	3 1/2" x 3 1/2" x 5/16"
7'-0" OR LESS:	4" x 3 1/2" x 5/16"
8'-0" OR LESS:	5" x 3 1/2" x 5/16"
9'-0" OR LESS:	5" x 3 1/2" x 3/8"
10'-0" OR LESS:	6" x 3 1/2" x 3/8"

NOTE: THIS SCHEDULE APPLIES UNLESS NOTED OTHERWISE ON THE PLANS AND/OR ELEVATIONS.

NOTE: STEEL ANGLE LINTELS REQUIRE A SHOP COAT OF RUST-INHIBITIVE PAINT EXCEPT FOR LINTELS MADE OF CORROSION-RESISTANT STEEL.

TYP. WINDOW DESIGNATION

GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH WINDOW MANUFACTURER FOR EXACT WINDOW SIZES & REQUIREMENTS.



EGRESS WINDOW

EVERY SLEEPING ROOM SHALL HAVE AT LEAST ONE OPERABLE WINDOW OR EXTERIOR DOOR APPROVED FOR EMERGENCY EGRESS OR RESCUE. THE UNIT(S) MUST BE OPERABLE FROM THE INSIDE TO A FULL CLEAR OPENING WITHOUT THE USE OF SEPARATE TOOLS. WHERE WINDOWS ARE PROVIDED AS A MEANS OF EGRESS, OR RESCUE, THEY SHALL HAVE SILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR. ALL EGRESS OR RESCUE WINDOWS FROM SLEEPING ROOMS MUST HAVE A MINIMUM NET CLEAR OPENING HEIGHT DIMENSION SHALL BE 24 INCHES AND WIDTH OF 20 INCHES.

GENERAL ELEVATION/SECTION NOTES:

1. THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SET OF WORK AS INDICATED AND SHALL FIELD VERIFY ALL WORK, COORDINATE ALL DRAWINGS / NEW WORK AND SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES.
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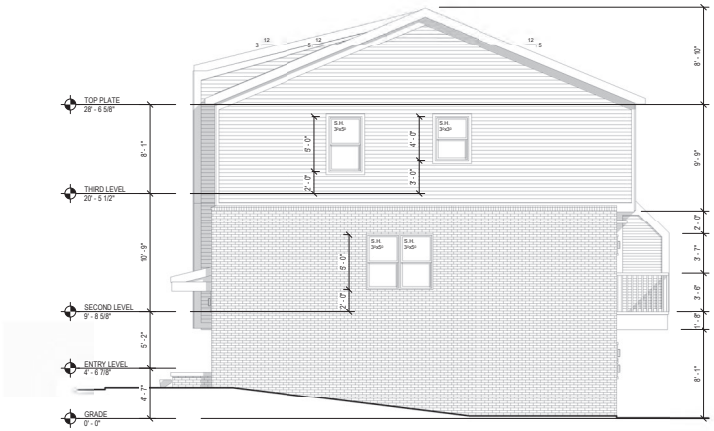

2 SIDE ELEVATION
SCALE: 3/16" = 1'-0"

1 REAR ELEVATION - 5 UNIT
SCALE: 3/16" = 1'-0"

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PERMITS 05/24/2023

STATE OF MICHIGAN
TIMOTHY R. PLINTOFF JR.
ARCHITECT
No. 1301060083
LICENSED ARCHITECT

Drawn by :
JRM
Checked by :
JRM

Sheet Title :
5-UNIT BUILDING ELEVATIONS

Project No. :
2021008

Sheet No. :
A3.3

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BUILDER, DEVELOPER, OR CONTRACTOR

PROJECT NARRATIVE

August 7, 2024

City of Novi
Planning Department

Re: **Sakura East** PRO Preliminary Site Plan Narrative Resubmittal
Property on the south side of 11 Mile, East of Sakura Novi
Parcel Numbers **2223226021** and **2223226022**
Novi, MI

Dear Ms. Bell,

Thank you for your Plan Review Center Report dated June 13th, 2024. This Submittal Response Package focuses on the items necessary to advance our proposal to the Planning Commission for their review.

The Sakura Novi development team is pleased to present our PRO preliminary site plan for Sakura East, the next phase of the highly anticipated Sakura Novi development currently under construction. Situated on the southern side of 11 Mile, just east of our Sakura Novi project, the 3.5-acre combined parcel represents an intrinsic and viable extension of the new community now under development. Nestled between the two properties is a City of Novi-owned natural wetland preserve area that is being revealed visually as a city asset and made more accessible for Novi residents and project residents to appreciate and enjoy.

We received comments from staff on June 13, 2024. Our plan has been revised to react to those comments, which generally focused on landscape and screening requirements. We met with staff to discuss the comments in detail and believe that we meet the intent of staff's review comments with the plan revisions that are included in this resubmittal, as described in further detail within this narrative.

Our proposed plan for the combined parcel entails PRO rezoning to a TC-1 designation, paving the way for the creation of 45 additional for-rent townhomes.

Crafted to complement the acclaimed design aesthetic of Sakura Novi, these townhomes will seamlessly integrate with the existing development, while offering more variety in unit configurations, enhancing the Novi Town Center area and bringing additional residents to the walkable downtown core.

Central to our vision is a steadfast commitment to architectural excellence and the provision of meticulously curated amenities. Each unit in the Sakura East development will boast its own one or two-car attached garage, complemented by guest surface parking, ensuring convenience and accessibility for residents and visitors alike.

While the parcels are presently zoned I-1, it is evident that their location transcends industrial usage. The City's Master Plan, with its designation of TC Gateway mirroring Sakura Novi, underscores the envisioned evolution of this area into a vibrant Town Center precinct. As articulately presented by each of the current property owners during the previous public hearings, the lack of viability in marketing the site with the current zoning designation and with the shifting dynamics of the office market, responsible residential development emerges as the most viable and logical path forward.

Moreover, our proposal aligns seamlessly with the City's Master Plan, which expressly prohibits industrial use of the property while endorsing residential development. The strategic location of the parcels, coupled with their modest size, renders them unsuitable for industrial purposes. As such, residential development emerges as the most pragmatic and harmonious land use option.

In light of these considerations, the Sakura Novi development team is uniquely positioned to actualize this vision for these properties, seamlessly integrating our development plan further into the fabric of the Novi’s City center.

SAKURA NOVI

ROBERTSON BROTHERS HOMES

Concept Plan

Site Data:

Gross Site Area:	3.5 Ac.	Parking:	
Net Site Area:	3.1 Ac.	Garage Parking:	68 spaces
Proposed Units:	45 Units	Apron Parking:	46 spaces
1 Car Townhomes:	22 Units	Guest Parking:	21 spaces
2 Car Townhomes:	23 Units	Parking Distribution:	3.00 spaces / Du.
Proposed Density:	14.52 Du. / Ac.		
		Road Width:	24'
Building Setbacks:		Road Length:	962 LF
Front Yard:	23'	Road Length per Unit:	21.38 LF / Du.
Side Yard:	24' min.		
Rear Yard:	40'	General Open Space:	1.53 Ac.
Building Separation:	15' min.	Open Space Percentage:	48.88%
		Usable Open Space:	0.38 Ac.

Overall Sakura Graphic

Scenic Wetland Overlook on City Owned Property

The following are responses to the comments received from staff June 13, 2024:

Landscape Deviations that are Required for the Proposed Layout

- Insufficient screening between site and surrounding I-1 property
  Response: Revisions to the landscape plan have been made to accommodate additional screening techniques along the eastern and southern property boundaries. Along the east, large evergreen trees have been arranged amongst hedges of tightly planted *Arborvitae*. Between the two, an evergreen hedge is created that will provide an opaque buffer between the residential project and the neighboring I-1. Along the south, a 6' ht. wooden screen fence is proposed along the flat portion at the top of the slope. This is bolstered by a double row of large evergreen trees that extend beyond the fence for additional screening. Both screening methods will meet the required opacity standards for both the summer and winter seasons.

- Deficiency in multifamily unit trees provided
  Response: Additional trees have been proposed on site in a variety of locations to meet the amount of multifamily unit trees required.

- Deficiency in interior drive trees provided
  Response: Tree locations have been adjusted to meet the required quantity and locations of interior drive trees. Additionally, sidewalks have been adjusted to accommodate trees in locations suggested by Staff.

Ordinance Considerations

Adjacent to Residential – Buffer

2. The plan proposes a band of trees around most of the site. It is not clear if this will provide the required visual and audible buffering. Please show that the proposed screening will provide sufficient visual and audible screening.
Response: The single band of large evergreen trees previously proposed has been increased to a double row of triangulated large evergreen trees along the south. Additionally, a 6' ht. wooden fence is proposed along the southern property line. Along the eastern property line, large evergreen trees and tightly planted *Arborvitae* are being planted at 8' ht and will provide the proper screening.
3. The current proposal requires a landscape deviation.
Response: The landscape revisions proposed above should no longer require a deviation

Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees

3. The calculations need to be revised per the TC-1 requirements, and the correct number of either Canopy / Large Evergreen trees OR subcanopy trees must be provided. Currently the total number of trees is provided, but the ordinance requirement is not being met for canopy or subcanopy trees. Please correct the calculations as noted on the Landscape Chart and correct the plan.

Response: The landscape calculations are now using the TC-1 requirements and the plan now proposes the correct quantity of subcanopy trees.

Parking Lot Landscaping

2. See the discussion of multifamily interior roadway trees on the landscape chart and below
Response: Response will be included as part of the multifamily interior roadway trees below

Multi-family Residential Landscaping

1. Multi-family unit trees. 135 trees are required and the project is proposing too great a deficiency to be supported by Staff.
Response: The previously proposed Woodland Replacement Trees are now reclassified as multi-family unit trees. Trees have also been reorganized and additional trees are being proposed such that the project now meets the required 135 multi-family trees.
2. Interior Roadway Trees. 13 trees are required and the project is proposing too great a deficiency to be supported by Staff. Additionally, utilities and sidewalks are occupying the spaces where the interior roadway trees should be proposed. Adjust utilities and sidewalks to accommodate trees.
Response: The correct number of interior roadway trees are being proposed and are located in the desired spaces. Sidewalks have been adjusted to allow trees to be proposed in spaces desired by Staff.

Plant List

1. 15 of 29 species used (51.7%) are native to Michigan. Please add at least a couple more native species to the plan to provide some wiggle room for contractors if they can't locate all of the specified native species.
Response: The landscape revisions have resulted in the use of 18 species that are native to Michigan.

Storm Basin Landscaping

2. If above-ground detention is required, detention basin landscaping will also be required.
Response: Underground detention is still proposed at this juncture. Landscaping will be adjusted and provided if an above-ground pond becomes required.

Irrigation

1. If an irrigation system will be used, a plan for it must be provided with Final Site Plans.
Response: Plans for an irrigation system will be provided as part of the Final Site Plans.

Landscape Review Summary Chart – June 5, 2024

<u>Landscape Deviations that are Required for the Proposed Layout</u>
(See responses above)

Landscape Plan Requirements – Basic Information

- Landscape Plan. Please correct the bar scale on Sheets L-3 through L-6 to reflect the scale of the plan view – the scale label is not sufficient as it is confusing and won't be accurate if the sheet is reduced.
Response: Bar scales have been adjusted and now accurately depict the scale of the plans. North arrows have been added to the unit landscape plans for better clarity of orientation.

- Project Information. Please add the location plan and location map to the site plans and landscape plans.
Response: The requested maps have been added to the landscape plans.

Existing Conditions

- Existing plant material. Existing woodlands or wetlands. Please remove the site elements from L-7. Show the tree fencing at the actual driplines of the trees to be saved, not just the tree symbol.
Response: Site elements have been removed from the Tree Preservation Plan on Sheet L-7. Tree fence locations have not been adjusted as the existing trees are close together and the true dripline is best determined in the field.

Proposed Improvements

- Existing and proposed improvements. Please widen the area between the curbs and walks to provide room for trees.
Response: Sidewalk locations have been adjusted north of Buildings 5-8 to allow trees to be proposed in these areas.
- Existing and proposed utilities. As laid out, there is no room for the interior drive trees because utility lines pass under where the trees should be. This would require a landscape deviation. Please rework the utilities to leave room for the required trees. Please add a stating note that there are no overhead utilities on the landscape plan.
Response: Utilities have not been adjusted, but sidewalks have been revised to allow room for the required interior drive trees. The requested overhead utility note has been added to the plans.

Residential Adjacent to Non-residential

- Berm Requirements. A landscape deviation is required for the proposed screening. It is unclear if the proposed evergreen trees will provide the required visual and audible buffering between residential and I-1 zoning.
Response: See responses above under the heading "Landscape Deviations that are Required for the Proposed Layout"

ROW Landscape Screening Requirements Chart

- Canopy deciduous or large evergreen trees. Correct the calculations to use the TC-1 requirements. Provide the required trees. A landscape deviation would be required for any deficiency in landscaping provided.

Response: See below response for subcanopy deciduous trees

- Sub-canopy deciduous trees. See above – only large canopy or subcanopy trees need to be provided, not both.
Response: Calculations have been revised to use TC-1 requirements and the correct quantity of subcanopy trees are proposed along 11 Mile Road.

Multi-Family Residential

- Building Landscaping. A deficiency in the number of trees provided would require a landscape deviation. Woodland Trees should be recategorized as multi-family unit trees. Provide all required trees.
Response: The landscape plan has been revised to no longer include any Woodland Replacement Trees and now proposes the required amount of multi-family trees. No deviation should be required.
- Interior Street Landscaping. Uniquely label trees as interior street trees. Street trees must be deciduous canopy trees no more than 15 feet from the curb. Underground utilities should be moved out of the landscape strips where the trees should be.
Response: Unique symbols for all tree requirement types are used and color coded for ease of review. Interior street trees are now located within the 15' from the curb.

Parking Area Landscape Requirements

- Parking Lot Perimeter Trees. Multi-family unit canopy trees may be used to meet the parking lot perimeter requirements.
Response: Multi-family unit canopy trees are being used to meet the parking lot requirements.

Miscellaneous Landscaping Requirements

- Name, type and number of ground cover. Please indicate groundcovers on landscape plan.
Response: All areas that are not proposed to be hardscape or within a defined landscape bed shall be Lawn. Note 24 in the Landscape Notes on Sheet L-9 indicates that all Lawn areas shall be sodded.
- Snow deposit areas. Please show areas on landscape plan.
Response: Snow deposit locations shall be added to the Final Site Plans
- Transformers / Utility Boxes. Please show transformer and utility box locations when determined or add a note that all utility boxes are the be landscaped per the detail. Please add an allowance of 10 shrubs per box on eh plant list and label as such.
Response: Transformer and utility box screening shall be determined for Final Site Plan or the note will be added to plans.

Landscape Notes and Details

- Botanical and common names. Please provide at least a couple more native species to provide some wiggle room if contractors can't locate the native species on the plans.
Response: 18 native species are now proposed in the plans.

- Cost estimate. Please use $375 per large evergreen tree and subcanopy trees
Response: Unit costs have been updated on the cost estimate on Sheet L-9.

Notes

- Maintenance & Statement of intent. Please revise Landscape Note #3 to read "within three (3) months: versus "within one (1) year".
Response: Note has been revised as requested.

Miscellaneous Landscape Requirements

- General Conditions. Please add note near property lines.
Response: Notes have been added near property lines.
- Recommended trees for planting under overhead utilities. Clearly show any overhead lines on landscape plan. If there are none, add a note stating that.
Response: Requested note has been added to Sheet L-1.
- Nonliving Durable Material: Mulch. Please change Landscape Note #14 to replace peat with compost.
Response: Note has been revised as requested.

Engineering response comments are provided under separate letter.

Further, there are several changes to the plan since the concept plan submittal in response to feedback from the Planning Commission and the City Council during our public hearings, including the following updates:

- The number of units has been reduced from 52 to 45 homes
- Onsite amenities have been added to the plan
- A public refuge area on Novi's adjacent wetland complex has been proposed as a public amenity
- The onsite landscape buffers and plantings have been increased
- The wetland has been re-delineated and buildings have been moved as to not infringe on the wetland boundary

The site is laid out to front the units along 11 Mile Road, thus creating a high value design aesthetic facing the public. There will be a total of 48.5% open space provided on the site, with 12.23% of the site as usable open space area. This represents a 54% increase of the minimum requirements. Internally, guest parking spaces are provided in addition to 1 and 2 car attached garage parking spaces for each unit. Although the existing wetland at the Southwest corner is small and low quality, we are proposing to preserve it in its natural state. The density proposed of 14.5 units per acre is consistent with the density approved in

Sakura Novi as well as other nearby Novi multifamily developments. While the RM-1 density in Section 4.82.2 provides for density of 12.1 units per acre for 2-bedroom units and 9.07 for 3-bedroom units, and the TC-1 density allows for 9.075 units per acre for 2-bedroom units and 7.26 units per acre for 3-bedroom units, Section 4.82.2.B specifically provides flexibility for the Planning Commission to increase the density up to twice the allowable density when the following conditions are met:

i. That an increase in total number of rooms will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area;

ii. That an increase in total number of rooms is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood;

We believe that the Sakura East proposal meets both criteria. There is adequate capacity and facilities to serve the development; the proposal is compatible with surrounding uses as there are no single family homes in near proximity; and the project is a thoughtful extension of the Sakura Novi development located directly to the west. The requested density is in line with the surrounding area and will enhance the project's benefits to retail and restaurant establishments in the Novi Town Center district.

Fire Table & Seating Area Amenity with Lights

Focal Entry Feature & Seating Area / Synthetic Turf Multi-Purpose Area

Community Garden with Seating

We have outlined the development amenities that will enhance our project, ensuring a harmonious blend of comfort, recreation, and natural beauty. These

amenities include a gathering area complete with a fire pit and string lighting, a focal seating garden to provide for contemplation and relaxation, and a versatile multi-purpose area adorned with usable turf for outdoor recreational activities. Moreover, our proposed development seamlessly integrates into the Sakura Novi project, offering residents access to an array of amenities such as the serene Japanese themed pond and gardens, as well as expansive pedestrian refuge areas.

The wetland complex nestled between our properties emerges as an important asset, providing an expanse of visual open space that serves to connect and integrate these two distinct phases of Sakura Novi. Recognizing the inherent value of this natural feature, we propose to construct a public amenity within this area, in line with the City's vision for community benefit. This amenity, designed as a wetland overlook, not only enhances the quality of life for our future residents, but also serves as a retreat for the wider Novi community as well as visitors from beyond. It's worth noting that while we draw inspiration from the Sakura Novi design, our intention is to create a distinct pedestrian refuge that engages and welcomes the residents of Novi.

In our commitment to environmental stewardship and as requested by the City's consultant, we have revisited the delineation of the wetlands in collaboration with the Atwell Group, resulting in a slight increase in its delineation. Consequently, we have further refined our plan to ensure that no buildings encroach within the mandated 25-foot natural features setback.

We recognize the City's aspirations for this area to evolve in alignment with its Town Center vision. As such, we have taken proactive steps to address concerns regarding buffers to future industrial development, as articulated during our previous Planning Commission meeting. By densifying the buffer and screening to surrounding properties, we seek to create a harmonious transition that respects both the City's vision and the needs of our future residents. With generous setbacks ensuring ample space between buildings and existing structures, and with roads or driveways surrounding three sides of our property, we are confident of our ability to create an environment seamlessly integrated into its surroundings, further fostering a sense of community.

In summary, our proposal embodies a synthesis of thoughtful design, environmental stewardship, and community engagement. We remain committed to realizing a vision that not only meets the needs of our future residents but also enriches the fabric of the Novi community as a whole.

Product Design

Since this is an extension of the Residences at Sakura Novi which is currently underway, the elevations and floorplans of the homes are proposed to match the already approved elevations in design, scale, colors and materials. The design provides visual interest and variety that will match the Sakura Novi mixed-use project's aesthetic. Materials include high quality brick with Hardie board elements. The homes feature two and three bedroom floorplans and each home includes a one or two car attached garage. The units are not stacked and are designed as 3-story attached townhomes. Square footages range from 1,300 to 1,600 square feet in size. Trash pickup is managed similar to a single family neighborhood, with individual bins stored within the enclosed garages with weekly City curb pickup. All mechanical equipment will be ground mounted and screened from view.

Sakura Novi Elevations

Traffic

A rezoning traffic study was conducted by Fleis & Vandenbrink on September 8, 2023 and subsequently updated April 22,2024 to reflect the reduction in units. The report studied the traffic generation for the project compared to various by-right uses within the I-1 zoning district. The study shows that the proposed project will generate far less traffic than that generated by projects consisting of general light industrial, manufacturing, general office building, or medical-dental office buildings.

Relationship to City's Zoning Map and Master Plan

The changing landscape surrounding our proposed development site provides compelling evidence in support of our vision for residential expansion. While the adjacent parcels are zoned I-1, it is essential to note that the TC-1 PRO zoned Sakura Novi development lies immediately to the west, separated only by the City-owned wetland preserve. Our proposal aligns seamlessly with the Master Plan future land use designation of TC Gateway, which has served as the guiding principle behind the Sakura East development.

Notably, the Master Plan explicitly prohibits industrial uses within the area but allows for residential development, underscoring the inherent compatibility of our proposal with the City's long-term vision. Moreover, the existing land uses to the West, East, and South are predominantly non-industrial, characterized by open space or office settings.

The small size of our parcel renders it unsuitable for industrial purposes, a sentiment echoed by the property owners' brokers who have attested to the lack of interest from industrial or office users over the years. Understanding these considerations, residential development emerges as the only viable and prudent path forward, aligning seamlessly with the Town Center Area Study within the Master Plan.

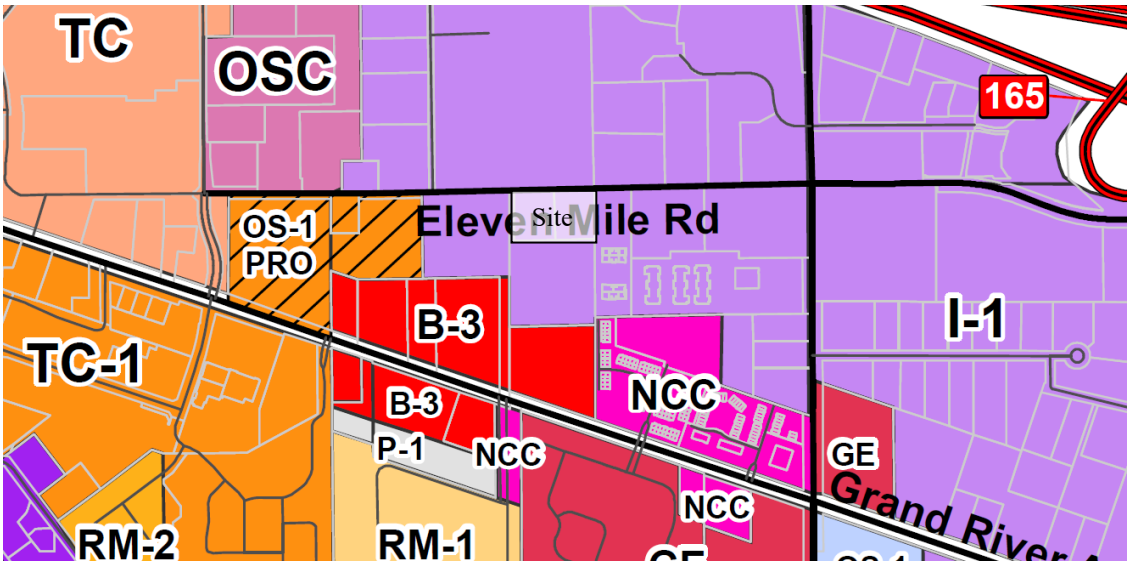
The Town Center Area Study explicitly advocates for residential development, including townhouses, and emphasizes the integration of existing natural features such as wetlands to create an inviting environment for pedestrian-centric

activities—a vision that closely mirrors our proposal. By introducing additional rooftops to the area, we aim to support the existing and future retail corridor, enhancing the vibrancy and economic viability of the Town Center precinct.

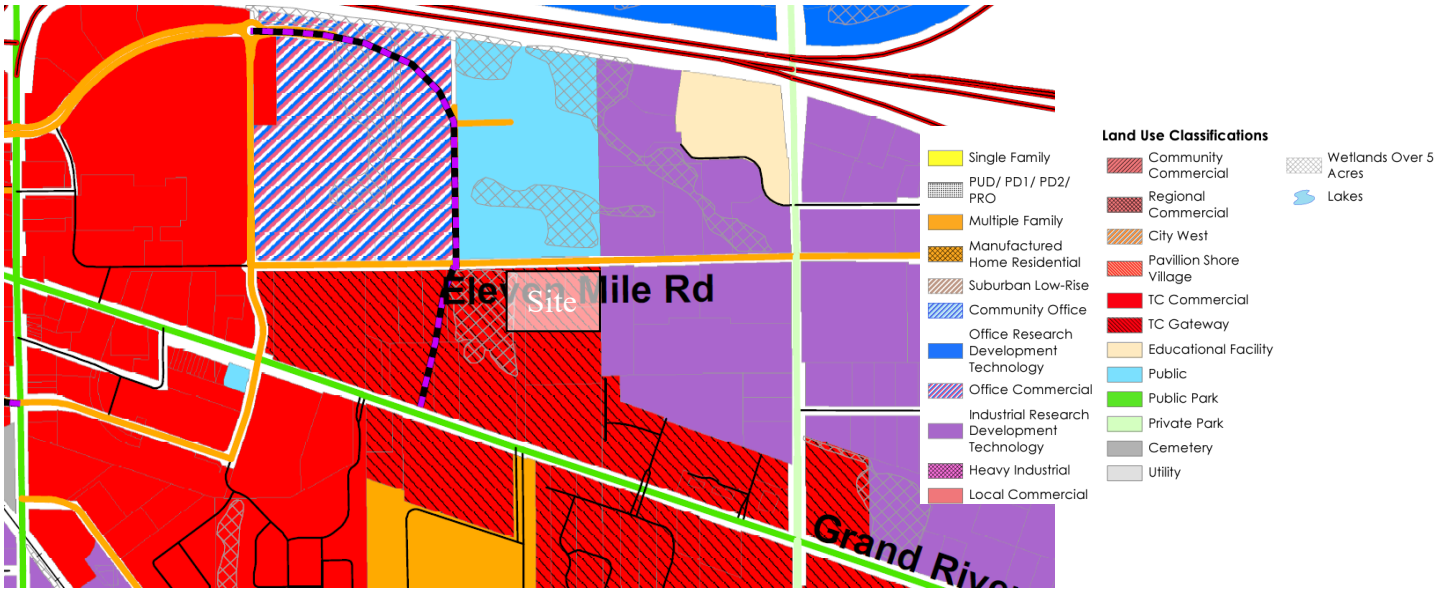
To ensure compliance with PRO requirements, we have proposed several development conditions that underscore our commitment to responsible land use and community engagement. Specifically, we seek PRO rezoning to permit only the high-quality residential rental townhome community outlined in our plan, thereby precluding intense land uses such as industrial development that is permitted by the existing zoning district. Additionally, we are committed to retaining and incorporating the small wetland at the southwest corner of the property, despite its isolated nature, as a testament to our dedication to environmental preservation.

Furthermore, in recognition of the height restrictions imposed by the TC-1 district, we propose to limit the building height to three stories, in contrast to the potential for five-story, 65-foot tall buildings permitted under TC-1 zoning. We welcome the opportunity to engage in further discussion regarding the terms of a potential PRO Agreement during forthcoming planning commission and city council meetings.

Zoning Map



Master Plan Future Land Use



Development Standards / Deviations

Schedule of Regulations and Modifications Sakura East – *Attached 1-Car and 2-Car Townhomes*			
	TC-1 Zoning District	**Sakura East**	**Deviations**
Min. Building Setbacks			
Front Setback (Bldg)	15’	21’ to building; 16’ to balcony	In Compliance
Side Min. Principal	15’	24’	In Compliance
Rear Setback Principal	10’	40’	In Compliance
Minimum Open Space	15%	48.5%	In Compliance
Allowable Number of Rooms	228	225	In Compliance
Allowable Density	RM-1: 12.1 (2-bed) or 9.07 (3-bed) TC-1: 9.075 (2-bed) or 7.26 (3-bed)	14.5 (Blended Net)	Sec. 4.82.2.B Provides for Increase in Density

Min. Parking Spaces	90	100	In Compliance
Parking Space Dimension (Apron Parking)	9’ x 19’	9’ x 20’	In Compliance
Lighting Requirements	See below	See below	See below
Principal Building Height to Midpoint	5 Stories/65 Feet	3 Story/35 Feet	In Compliance

Sakura East, launched from the aesthetic of Sakura Novi, will require far fewer ordinance deviations to be executed to match the original project.

Deviations to lighting standards are requested to match the approved Sakura Novi PRO requirements as follows:

Deviation from Section 5.7.3.K for site illumination level variance for multiple walkway areas and residential parking areas. Site walkway areas will vary below 0.2 foot candle minimum standard. Parking area will fall below 0.2 foot candle minimum standard in some locations.

Deviation from Section 3.27.1.L to allow project-appropriate selection of exterior lighting fixtures, paved activity nodes, street/sidewalk furniture, safety paths, screening walls and planters.

We are delighted to provide the Sakura East PRO preliminary site plan for your thoughtful consideration. We are confident that this endeavor will yield a multitude of benefits for the City, both economically and socially.

First and foremost, the implementation of Sakura East promises a substantial positive economic impact for the City through increased property tax revenues. More importantly, by introducing more new residents to the area, we anticipate a bolstering effect on existing City core retail businesses, as well as the forthcoming retail establishments slated to be part of the Sakura Novi project. This influx of residents will not only invigorate the local economy but also foster a vibrant and dynamic, walkable community atmosphere.

Furthermore, we firmly believe that the extension of the highly anticipated Sakura Novi development into Sakura East will serve as a significant enhancement to the Town Center area. By revitalizing an otherwise undeveloped property, we aim to transform it into a productive and flourishing hub of activity. Through

thoughtful urban planning and design, Sakura East will contribute to the ongoing evolution and enrichment of the Town Center precinct, further solidifying its status as a premier destination within the City.

In conclusion, we are enthusiastic about the potential of Sakura East, in conjunction with Sakura Novi, to serve as a catalyst for positive change and growth within the community. We look forward to the opportunity to collaborate with stakeholders and decision-makers to bring this vision to fruition, to the benefit of all.

Please let me know if any additional information is required at this time.

Thank you.

Respectfully,

Tim Loughrin | Vice President of Land Acquisition
Robertson Brothers Homes
6905 Telegraph Rd, Suite 200, Bloomfield Hills, MI 48301
Direct Dial: 248.282.1428 | Mobile: 248.752.7402
tloughrin@robertsonhomes.com

PLANNING REVIEW

PLAN REVIEW CENTER REPORT

Planning Review

August 28, 2024

JZ23-41 Sakura East PRO (ZMA 18.743)

PETITIONER

Sakura Novi Residential, LLC

REVIEW TYPE

Formal PRO Plan

Rezoning Request from I-1 Light Industrial to TC-1 Town Center One with a Planned Rezoning Overlay

PROPERTY CHARACTERISTICS

Section	23	
Site Location	South of Eleven Mile Road, West of Meadowbrook Drive	
Site School District	Novi Community School District	
Current Site Zoning	I-1 Light Industrial	
Proposed Site Zoning	TC-1: Town Center - 1	
Adjoining Zoning	North	I-1 Light Industrial
	East	I-1 Light Industrial
	West	I-1 Light Industrial
	South	I-1 Light Industrial
Current Site Use	Vacant	
Adjoining Uses	North	City of Novi Department of Public Works
	East	Office Complex
	West	Vacant, wetland area
	South	Verizon cell tower
Site Size	3.5 acres	
Parcel ID's	22-23-226-021 & 22-23-226-022	
Plan Date	July 30, 2024	

PROJECT SUMMARY

The subject property is located on the south side of Eleven Mile Road, west of Meadowbrook Road in Section 23 of the City. The property to be rezoned totals about 3.5 acres (gross) and is currently vacant. The applicant is proposing to change the zoning of the site from I-1 Light Industrial to TC-1 Town Center One utilizing the Planned Rezoning Overlay option. The PRO Plan proposes to develop 45 multiple-family residential units in 8 townhouse-style buildings. One new access point to Eleven Mile Road would be constructed. Parking would be provided in garages, on garage aprons, and small bays of surface parking.

Changes made since the initial PRO submittal include reducing the number of units (previously 52), providing enhancements to the open space amenities, providing direct sidewalk connections to

the units fronting on 11 Mile Road, and a new wetland overlook parklet on the City's parcel to the west.

At the City Council meeting in February, the applicant had proposed to provide funding for an off-road shared-use pathway through the City's parcel that would provide a non-motorized connection between Grand River Avenue and 11 Mile Road. **That pathway is no longer proposed.**

PRO OPTION

The PRO option creates a "floating district" with a conceptual plan attached to the rezoning of a parcel. As part of the PRO, the underlying zoning is proposed to be changed (in this case from I-1 Light Industrial to TC-1 Town Center One), and the applicant submits a detailed conceptual plan for development of the site, along with site-specific conditions relating to the proposed improvements. After staff and consultant review, the proposed request goes through initial review by the Planning Commission and City Council to review and comment on whether the project meets the requirements of eligibility for a PRO. The applicant can then make any changes to the Concept Plan based on the feedback received, and resubmit for formal PRO review. The Planning Commission holds a public hearing and makes a recommendation to City Council. The City Council reviews the Concept Plan, and if the plan receives tentative approval, it directs the preparation of an agreement between the City and the applicant, which also requires City Council approval. Following final approval of the PRO Plan and Agreement, the applicant will submit for Preliminary and Final Site Plan approval under standard site plan review procedures.

RECOMMENDATION

Staff recommends conditional approval at this time. The inconsistency with the Master Plan is still a concern, as well as the compatibility of the proposed residential use with the Industrial zoning surrounding it. This area has transitioned away from more typical industrial uses to mostly office, which does not produce the same conflicts with residential. The screening has been improved by providing a screening fence and dense evergreen landscaping. The applicant could still consider additional public benefits.

PROJECT HISTORY

The project was submitted and reviewed by staff and consultants in a pre-application submittal in July 2023. Comments were provided on the concept plans submitted, but no recommendations for approval were made at that time.

The initial PRO plan was submitted and reviewed in November 2023. The Planning Commission held a public hearing on December 13, 2023 and provided feedback on the proposal. On February 5, 2024, City Council considered the request and provided feedback to the applicant. Minutes from both meetings are included as attachments to this letter.

The Formal PRO submittal was first reviewed in June. The current revised submittal was necessary to address Landscape and Planning comments, primarily related to screening.

PLANNING COMMISSION

The Planning Commission held a Public Hearing on December 13, 2023, to review and make comments on the proposal's eligibility for using the Planned Rezoning Overlay option. Comments made at that time are reflected in the meeting minutes and are summarized here:

- Commissioners stated that greater effort to provide a public benefit was needed, as well as amenities within the development.
- Commissioners were concerned about providing buffers or screening to adjacent industrial-zoned properties.

- Commissioners thought the changing nature of this area could accommodate additional residential uses within walking distance to the nearby retail, and the industrial properties have mostly developed for office use.
- Commissioners stated they liked the units had garages and that traffic impacts would be less than under the current development potential.
- Commissioners encouraged the applicant to consider units that would accommodate senior housing.
- Commissioners wondered if the project could wait until the Sakura Novi units are built, so they could see how that turns out.

CITY COUNCIL

The City Council provided feedback at its meeting on February 5, 2024, on the proposal's eligibility for using the Planned Rezoning Overlay option. Comments made at that time are reflected in the meeting minutes, and comments are summarized here:

- Councilmembers thought landscape screening to adjacent I-1 parcels should be the burden of the applicant, not adjacent landowners, and the applicant should consider the impact on future residents if the City decides to build the planned road to the west of the site.
- Councilmembers expressed concerns about the deficiencies in the required landscaping.
- Councilmembers are interested in seeing as many first floor living options as possible to address resident's desires for aging in place.
- Councilmembers asked the applicant to consider options for additional public benefits that would outweigh the detriments that might be caused by approving this rezoning request. They asked whether the applicant had considered a focal point or pocket park on the City's wetland parcel.
- Councilmembers expressed concerns about the number of rental units in Novi.
- Councilmembers wanted to see consideration of using high environmental standards in the units, such as energy and water efficiency.

The applicant's letter has responded to many of the comments from Commissioners and Councilmembers, however there are remaining items that may not be fully addressed to the satisfaction of the City.

REVIEW CONCERNS

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), Section 7.13 (Amendments to Ordinance) and any other applicable provisions of the Zoning Ordinance. **Please see the attached chart for additional information pertaining to ordinance requirements.** Items in **bold** below must be addressed and incorporated as part of the next submittal:

1. Supporting Documentation: The applicant has provided the following studies as part of their application packet:
   a. **Narrative:** The statement provided states Rezoning allows for a continuation of the Sakura Novi development currently under development to the west. The 45-unit rental townhome project would support the growing Town Center area, with the building designs matching those approved at Sakura Novi.
   b. The statement also notes a few deviations proposed and explains the project will have a positive economic impact.
   c. **Rezoning Traffic Impact Statement:** A rezoning traffic study prepared by Fleis & Vandenbrink, dated September 8, 2023, was included in the previous submittal. **AECOM's review of the**

submitted study notes that the change of use will generate fewer vehicle trips compared to possible development permitted under the current zoning.

d. **Wetland Delineation Letter:** Prepared by Atwell, dated September 16, 2019, the report describes one wetland area 0.03 acre in size. The site plan shows the wetland will be preserved. **The City's wetland consultant states that while the new boundaries better represent the wetland, it should be further expanded to include trees 423 and 424. Based on the grading proposed, expanding the boundary would not create new impacts except to the wetland buffer.**

e. **Sign Location Plan:** The sign location plan and signage detail is provided as a loose sheet, prepared October 13, 2023. **The rezoning sign has been posted in the location indicated.**

2. Intent of the Town Center District: It is the applicant's stated goal to create a continuation of the Sakura Novi development, which is currently under construction approximately 600 feet west of the proposed site. As stated in Section 3.1.26, the TC-1 district "is designed and intended to promote the development of a pedestrian-oriented, neighborhood-scaled commercial service district in which a variety of retail, commercial, office, civic, residential uses and open space are permitted." **The TC-1 District and the residential use proposed does not appear to be appropriate on this small parcel surrounded by Light Industrial zoning. However, as the current landowners have found, the site holds little interest for typical Light Industrial users over the last decade. This area will likely continue to evolve as a complement to the Town Center area to the west, especially if the applicant's request is approved.**

3. Future Land Use: The City's Future Land Use map indicates Town Center Gateway for this site, which corresponds to the Gateway East district. The GE district allows multifamily residential under a Special Development Option process. However, the SDO requires a minimum acreage of 5 acres, and there are many other conditions for approval in order to ensure compatibility between adjacent areas. The applicant argues that the proposal is a continuation of the original Sakura project, so the zoning should match that development. The density recommended on the Future Land Use Map for this area is 13.6 dwellings per acre, while the applicant is proposing 14.4 du/ac. **The applicant's requested zoning category, TC-1, is not consistent with the Master Plans' recommendation.**

4. Density: In the TC-1 district, multiple family residential units are permitted, with the maximum density allowed based on the number for "rooms." The applicant indicates there are 45 proposed units. Based on the floorplans previously provided, each unit would be said to have 5 rooms as defined by the Ordinance, for a total proposed count of 225 rooms. The maximum density described in Section 4.82, which states the maximum number of rooms permitted is the land area in square feet divided by 1,200 (136,263/1200 = 114 maximum permitted rooms). The ordinance permits the Planning Commission or City Council to allow an increase in the number of rooms if strict adherence would serve no good purpose or if the intent of the district would be better served by allowing the increase. However, not more than double the number of rooms can be approved (cap of 228 rooms in this case). **The applicant's room count is 225, which is within the permitted maximum density of the TC-1 District. To permit any increase in additional rooms beyond 114, the Planning Commission or City Council must confirm the following:**
   i. *That an increase in total number of rooms will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area;*
   ii. *That an increase in total number of rooms is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.*

5. Adjacent Industrial Uses: The subject property is surrounded by I-1 Light Industrial zoning on all sides. The I-1 district permits less intense industrial uses in the City, and "*is designed to encourage*

unified complexes of research, office and light industrial uses, with high tech and multi-use facilities characterized by office, light industrial and warehousing activities in a planned environment. The I-1 district is so structured as to permit, along with any specified uses, the manufacturing, compounding, processing, packaging, assembly or treatment of finished or semifinished products from previously prepared material." However, when such uses are adjacent to a residential district they are treated as a Special Land Use. Other uses listed as Special Land Uses, such as drive-up self-storage facilities, automobile service establishments, tool, die and machine shops, and municipal uses are not permitted when adjacent to a residential district.

Currently the uses on the north side of 11 Mile in the I-1 District include the City's public works facility (city maintenance yard, fueling pumps, and recycling drop off) and an office complex. To the east is an office complex, the parcel to the south has a cell tower, and to the west is currently vacant City-owned land; the City has long-term plans to construct a public street generally along the parcel's west property line, connecting Grand River Avenue to Eleven Mile Road that but is not reflected on the Concept Plan. Other uses permitted in the I-1 district could replace those uses in the future. Typically, when industrial zoning abuts a residential district, a 10- to 15-foot berm is required to buffer the uses.

The PRO Plan now proposes a six-foot wooden fence along the southern property line, along with a double row of evergreen trees along most of the area. Along the eastern property line, alternating clumps of arborvitae and large evergreen trees are proposed to provide screening to the adjacent office complex. Rezoning to residential will have impacts on the surrounding properties, which will face additional scrutiny to develop, larger setbacks and new buffering requirements. The screening burden should be shouldered by the applicant, which is creating the non-compatibility, however given the small site there is little room to provide berms. The Town Center Area Study recommends masonry screening walls, which is what is being installed in the Townes at Main Street development that is under construction. Similar 6-foot masonry walls should be considered at this location to provide screening from the Industrial zoned properties, except where it would conflict with the preserved wetland.

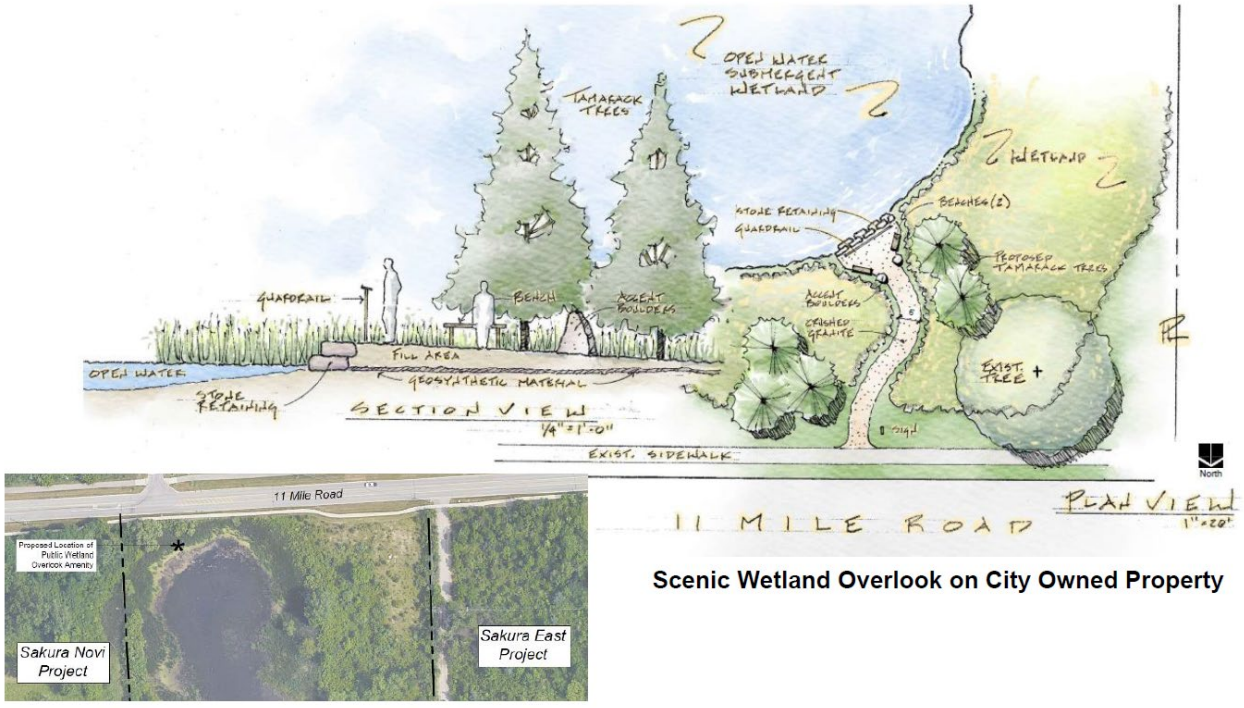
6. Open Space: The applicant shows the overall open space for the residential portion of the project as 66,804 square feet, which exceeds the 15% minimum open space requirement for the TC-1 District. In addition, residential uses require 200 square feet per unit of Usable Open Space (9,000 square feet), which is now indicated on the plan sheet L-2 as 17,290 square feet. The Ordinance definition of Usable Open Space allows the following to qualify:
    - *Balconies with direct access to the dwelling unit;*
    - *Courts and yards at grade level which are devoted exclusively to recreational use, and which:*
        - *Are open and unobstructed from its lowest level to the sky; and*
        - *Are directly accessible by means of a common passageway to residents of all dwelling units within the buildings; and*
        - *Has no dimension less than fifty (50) feet; and*
        - *Are designed and intended for the private recreational use of residents of the building.*
    - *Roof-top recreational uses.*

7. Sidewalks (Sec 3.27.1.I): The TC-1 district requires 12.5-foot sidewalks along Non-Residential Collectors and local streets, and direct pedestrian access between all buildings and adjacent areas. The plan shows the existing 6-foot sidewalk along the frontage of Eleven Mile Road, and 5-foot sidewalks on both sides of the private drives. The plans have been revised to include a direct sidewalk connection from each unit fronting Eleven Mile Road. **The applicant requests a deviation in the PRO Agreement with the justification that their sidewalk should match the existing 6-foot sidewalk along Eleven Mile. This deviation was granted for Sakura Novi. This**

deviation is supported by staff as this area is not considered a street for gathering space or outdoor dining. The 12.5-foot requirement was envisioned in the Town Center area adjacent to retail and restaurants.

8. Development Amenities (Sec 3.27.1.L): *The ordinance states: All sites shall provide development amenities in the form of exterior lighting, paved activity nodes, street/sidewalk furniture, safety paths, screening walks and planters in accordance with the Town Center Area Study.* **Three amenity areas are now shown on the site plan. The East area includes a 20 ft x 40 ft synthetic turf multipurpose field, benches, USB charging stations and focal point landscaping. The central area includes a focal planter/art, aggregate surface path, bench seating, as well as open lawn area. The West area has a picnic table, grills, USB charger station, Adirondack chairs and a fire table.**

9. Public Benefit: The applicant proposes to construct a wetland overlook amenity on the City's property that exists between the Sakura Novi project and the subject property. The concept drawing shows a crushed granite pathway leading from the sidewalk on 11 Mile Road to the water's edge with a retaining wall and guardrail, benches, and enhanced landscaping. The location is shown roughly opposite Lee BeGole Drive, along the northwestern side of the City's parcel. **This enhancement appears to reflect City Council's suggestion for the applicant consider a publicly accessible amenity, in line with the City's goal of creating additional small parks in the City. The feature proposed is a very small area, which will minimize impact to the wetland. Additional enhancements should also be considered, such as invasive species removal/treatment within the wetland, to further enhance the wetland amenity.**



Scenic Wetland Overlook on City Owned Property

10. Woodland Trees: In a letter dated November 8, 2023, the City's woodland consultant previously determined that the site does not contain City-regulated woodlands. Therefore, only trees greater than 36-inches DBA would be regulated under Chapter 36 of the City Code. Based on the tree survey provided, no trees of that size exist on the site. Therefore, no woodland permit nor replacement trees are required for this project. The landscape plans have been updated to remove replacement credits.

11. Highway Easement: There is a 43-foot Highway Easement noted on the Topographic Survey for both parcels. **Sheet 4.1 indicates these easements are "To Be Extinguished." It appears that the applicant plans to dedicate 35-feet of 11 Mile Road Right of Way to the City instead. The City prefers that the applicant dedicate 43-feet of Right of Way, or maintain the existing Highway Easements, which would ensure that the sidewalk remains included in the public jurisdiction.**

12. Plan Review Chart: **The attached chart provides additional comments on many of the Ordinance review standards. Please refer to it in detail.**

13. Other Reviews:
    a. Engineering: **Engineering recommended approval** of the PRO Concept Plan, with additional comments to be addressed in the Site Plan process. Negative impacts to public utilities are not expected with the requested change to residential use.
    b. Landscape: Landscape review notes concerns with minor deficiencies in required interior drive and multifamily unit trees, which appear to be easily corrected. **Landscape recommends conditional approval at this time.**
    c. Traffic: Previous Traffic review noted that there are no traffic deviations required. The traffic study shows that the proposed rezoning would result in fewer vehicle trips compared to possible development under current zoning. **Traffic recommended approval.**
    d. Woodlands: The site does not contain City-regulated woodland trees. The wooded area consists mostly of invasive Buckthorn, with a few sugar maple, crab apple and little leaf linden. No woodland permit is required, no additional woodland review is required.
    e. Wetlands: Wetlands notes that the delineation of wetland features should be expanded to encompass trees 423 and 424. No impacts to the wetland are proposed. Wetland Buffer Authorization would be required for some impacts to the 25-foot buffer. **Wetlands recommended approval.**
    f. Façade: Façade previously noted that the elevations provided have minor underage of brick and overage of Cement Fiber Siding on the Matsu unit styles. **As the deviations are minor and do not adversely affect the aesthetic quality of the building, Section 9 Façade Waivers would be supported.**
    g. Fire: **Fire recommended conditional approval,** if comments provided are addressed in subsequent submittals.

LAND USE AND ZONING: FOR SUBJECT PROPERTY AND ADJACENT PROPERTIES

The subject property has frontage along Eleven Mile Road. To the **north** is a large City-owned parcel, zoned I-1, which contains the recently renovated Department of Public Works building and Police Training Gun Range. The city's maintenance vehicle fleet is stored there, along with fueling facilities, recycling drop-off, and salt dome.

To the **west** is an area zoned I-1 Light Industrial separating the site from the larger Sakura Novi site. The City-owned parcel is currently vacant and contains a large area of wetland. The Master Plan indicates a future north-south road connection is planned to be developed to connect Lee BeGole Drive to Grand River Avenue in this area. If the planned roadway is constructed the maintenance vehicle traffic could present an undesirable impact on the proposed residential units.

South of the subject property is an area zoned I-1 Light Industrial which is largely vacant except for a cell tower. Living near a cell tower may be a concern to some residents who object to the aesthetics, which may impact the desirability of these units.

	Existing Zoning	Existing Land Use	Master Plan Land Use Designation
Subject Property	I-1 Light Industrial	Vacant	Town Center Gateway (uses consistent with Gateway East Zoning District)
Western Parcels	I-1 Light Industrial	Vacant – City-owned property, contains wetland	Town Center Gateway + Planned N/S road extension to connect Grand River to Lee BeGole Drive
Eastern Parcels	I-1 Light Industrial	Office; Vacant office pad site	Light Industrial
Northern Parcels	I-1 Light Industrial	City Public Works offices, fueling, maintenance yard, recycling drop-off, Police Gun Range	Public Facilities
Southern Parcels	I-1 Light Industrial	Cell tower site	Town Center Gateway (uses consistent with Gateway East Zoning District)

Figure 1: Current Zoning

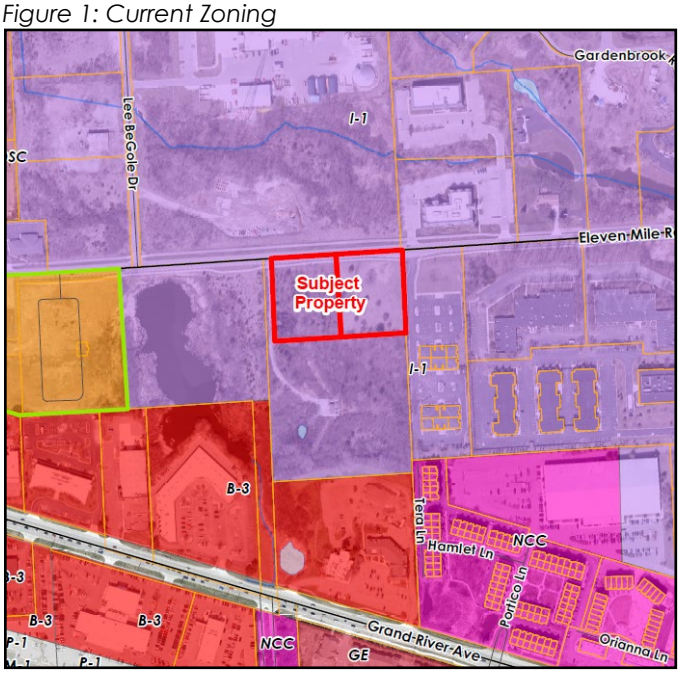
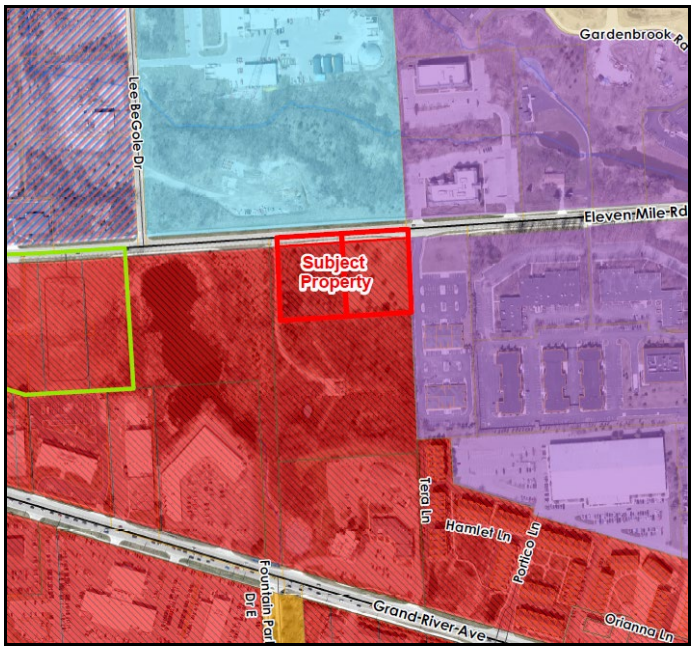


Figure 2: Future Land Use



To the **east** is an area zoned I-1 Light Industrial. There is an office complex there with two existing buildings, with a third building approved to be constructed. There is no firm timeline on when that building would be constructed. This area is planned to remain Light Industrial use in the City's Master Plan. If residential uses are located adjacent to the property, the uses permitted in the I-1 district would be severely restricted compared to the list of uses that could otherwise be permitted. In addition, there is no berm separating the properties, as is required when non-residential uses are adjacent to residential uses. It would be the applicant's responsibility to provide the required berm and screening on the parcel to be developed with residential uses. No such berm is currently proposed

The proposed residential use would be surrounded on all sides by industrially zoned properties. There is no obvious connection to the larger Sakura Novi development, except for the sidewalk along 11 Mile Road and identical townhouse product type to be developed. The lack of contiguity between

the projects is a barrier to justifying the proposed rezoning. Another barrier could be the completion of the planned road extension of Lee BeGole Drive down to Grand River, which preliminary designs have shown to be located just west of the subject property. In addition, locating residential uses here would constrain the future development of each of the parcels surrounding it. Some existing uses in the area may present undesirable conditions for new residents of the development, potentially creating a situation of incompatible land uses.

Compatibility with Surrounding Land Use

The rezoning to TC-1 is difficult to justify since it will be surrounded on all sides by I-1 Light Industrial zoning and not connected in a meaningful way to the mixed-use district of the larger Sakura Novi project. In essence changing the zoning to TC-1 could be considered spot zoning as it is not consistent with the Master Plan, may result in incompatible land uses, and would also create hardships on future development of the surrounding parcels by limiting the by-right uses that could be developed. The intent of the TC-1 district does not match what is being proposed for this small area. Some potential conflicts with the adjacent users could be the noise and disruption of the City's maintenance vehicle traffic, including snowplows and de-icing operations, on the proposed residents. As discussed above, the presence of a residential use will create additional burdens on existing and future landowners of the surrounding parcels if development or redevelopment is pursued. However, the presence of the Gateway Village residential use already impacts the adjacent Avalon Pointe Office Center and the Verizon Cell tower property, so uses would already be restricted for those properties.

Figure 3: Names of surrounding developments and businesses

The Town Center Area Study recommends masonry screening walls, which is what is being installed in the Townes at Main Street development that is currently under construction. Similar 6-foot masonry walls should be considered at this location to provide a buffer from the Industrial zoned

properties, except where it would conflict with the preserved wetland. The applicant is currently proposing a wooden fence along the south side of the property, along with dense evergreen trees, and clumps of arborvitae and evergreen trees along the eastern property line to provide the required screening.

Comparison of Zoning Districts

The following tables provide comparisons of the current and proposed zoning classifications. The proposed TC-1 district is compared to current 1-1 District. It is not a direct comparison, given that the character of the districts are clearly distinct from each other. It represents a change of use from Industrial to Residential. The requirements for building and parking setbacks, open space, and uses permitted are significantly different between these district.

	I-1 (EXISTING)	TC-1 (Proposed)
Intent	The I-1 district is designed so as to primarily accommodate research, office, and light industrial uses, including wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner negatively affect any of the surrounding districts.	The TC-1, Town Center -1 district is designed and intended to promote the development of a pedestrian accessible, commercial service district in which a variety of retail, commercial, office, civic and residential uses are permitted.
Principal Permitted Uses	Professional office, office sales and service, medical offices; Publicly owned and operated parks, parkways and outdoor recreational facilities; Public or private health and fitness facilities and clubs; Research & Development, technical training and design of pilot/experimental products; Data processing & computer centers; Warehousing & wholesale establishments; Manufacturing; Industrial office sales, service and industrial office related uses; Trade or industrial schools; Laboratories experimental, film or testing; Greenhouses; Public utility, telephone exchange, electrical transformer stations and substations, etc. Public or private indoor, private outdoor recreation facilities; Pet boarding facilities; Veterinary hospitals and clinics; Motion picture, television, ratio and photographic production facilities; **See attached copy of Section 3.1.18.B for full list	Retail Businesses; Retail business service uses; Dry cleaning establishments, or pick-up stations; Business establishments which perform services on the premises; Professional services; Post office and similar governmental office buildings; Off-street parking lots; Private clubs, fraternal organizations and lodge halls; Places of Worship; Service establishments of an office showroom or workshop nature; Restaurants (sit down), banquet facilities or other places serving food and beverage; Theaters, assembly halls, concert halls, museums or similar places of assembly; Business schools and colleges or private schools operated for profit; Offices and office buildings; Public and quasi-public; Indoor commercial recreation facilities; Brewpubs; Outdoor theaters, plazas, parks, public gathering places; Hotels; Transient residential uses; Financial institutions; Residential Dwellings; Day car centers and adult day care centers;

	I-1 (EXISTING)	TC-1 (Proposed)
		Instructional Centers; Other similar uses.
Special Land Uses	See attached copy of Section 3.1.18.C, which would not be permitted on the subject property as it is adjacent to residential	Open air business uses; Sale of produce and seasonal plant materials outdoors; Veterinary hospitals or clinics; Fast food drive-through restaurants; Microbreweries
Lot Size	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 requirements as set forth in this Ordinance.	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 requirements as set forth in this Ordinance.
Lot Coverage		
Building Height	40 feet	65 feet or 5 stories whichever is less** (exception in Section 3.27.2.A)
Building Setbacks	Front: 40 feet Side: 20 feet Rear: 20 feet **Setback increased to 100-feet where adjacent to residential district	Sec. 3.27.1.C Depends on type of road frontage; 11 Mill is classified a non-residential collector; 11 Mile: Front: 0 ft. minimum; 10 feet maximum Side and rear: 0 feet minimum; no maximum
Parking Setbacks See 3.6.2. for additional conditions	Front: 20 feet Rear: 10 feet Side: 10 feet Exterior side yard setbacks same as front **Setback increased to 100-feet where adjacent to residential district	Building to Parking: 10 feet if contains openings to living areas, else 5 feet; 10 feet to street ROW; 5 feet to other property lines, unless residential property – then 30 feet
Usable Open Space	Not applicable	200 sq. ft. Minimum usable open space per dwelling unit 15% gross open space

2016 MASTER PLAN FOR LAND USE: GOALS AND OBJECTIVES

The proposed use is currently not recommended by the 2016 Master Plan for Land Use. The following objectives as listed in the Master Plan are applicable for the proposed development. However, at this time the plan follows only a few. **Please refer to staff comments in bold and revisions recommended in <u>bold and underline.</u>**

1. **General Goal: Quality and Variety of Housing**
   a. Provide residential developments that support healthy lifestyles. Ensure the provision of neighborhood open space within residential developments. **The development proposes the required sidewalks along the public streets and between the buildings on-site. Three amenity spaces are also proposed. The development would be walkable to office, restaurant and retail uses within the area.**
   b. Safe housing and neighborhoods. Enhance the City of Novi's identity as an attractive community in which to live by maintaining structurally safe and attractive housing choices and safe neighborhoods.
   c. Maintain existing housing stock and related infrastructure.
   d. Provide a wide range of housing options. Attract new residents to the City by providing a full range of quality housing opportunities that meet the housing needs of all

demographic groups including but not limited to singles, couples, first time home buyers, families and the elderly. **The proposed units would provide needed housing for different demographic groups.**

2. **General Goal: Community Identity**
   a. Maintain quality architecture and design throughout the City. **The current proposed elevations would require Section 9 waivers, which are minor and would be supported. The designs match those approved for Sakura Novi.**

3. **General Goal: Environmental Stewardship**
   a. Protect and maintain the City's woodlands, wetlands, water features, and open space. **The small wetland area on the site is proposed to be preserved.**
   b. Increase recreational opportunities in the City. The small additional amenity on the City-owned property will provide a pocket-park like feature along Eleven Mile Road.
   c. Encourage energy-efficient and environmentally sustainable development through raising awareness and standards that support best practices. **The applicant should consider sustainable, energy-efficient and best-practice design for site elements and building materials, such as LEED recommended strategies.**

4. **General Goal: Infrastructure**
   a. Provide and maintain adequate water and sewer service for the City's needs. **Please refer to the Engineering memo.**
   b. Provide and maintain adequate transportation facilities for the City's needs. Address vehicular and non-motorized transportation facilities. **The traffic study indicates that the surrounding road network would not be significantly impacted by the proposed development.**

5. **General Goal: Economic Development / Community Identity**
   a. Ensure compatibility between residential and non-residential developments. **Please refer to comments about compatibility with surrounding development earlier in this review.**

MAJOR CONDITIONS OF PLANNED REZONING OVERLAY AGREEMENT

The Planned Rezoning Overlay process involves a PRO concept plan and specific PRO conditions in conjunction with a rezoning request. The submittal requirements and the process are codified under the PRO ordinance (Section 7.13.2). Within the process, which is initiated by the applicant, the applicant and City Council can agree on a series of conditions to be included as part of the approval which must be reflected in the Concept Plan and or the PRO agreement.

The PRO conditions must be in material respects, more strict or limiting than the regulations that would apply to the land under the proposed new zoning district, and may not authorize uses or development not permitted in the district proposed. *Development and use of the property shall be subject to the more restrictive requirements shown or specified on the PRO Plan, and/or in the PRO Conditions imposed, and/or in other conditions and provisions set forth in the PRO Agreement.*

Staff suggests the following benefits/conditions that would be more strict or limiting than otherwise permitted by the Zoning Ordinance:

1. The height of the buildings will be limited to 35 feet. **The ordinance permits up to 5 stories or 65 feet in TC-1, so limiting the height would be more restrictive.**
2. The use of the property is restricted to 45 attached residential units, with a total room count of 225 and a density of 14.3. **This would provide a restriction of the use of the property, as well as layout in conformity with the PRO Plan.**

3. The total open space of the site will exceed the 15% requirement, with no less than 48% provided. **This exceeds the ordinance requirements.**
4. The distance between buildings will be a minimum of 15 feet.
5. No more than 7 units would be in a single building. **This would be more limiting than the ordinance allows.**

APPLICANT'S BURDEN UNDER PRO ORDINANCE

The Planned Rezoning Overlay ordinance (PRO) requires the applicant to demonstrate that certain requirements and standards are met. The applicant should be prepared to discuss these items, especially in number 1 below, where the ordinance suggests that the enhancement under the PRO request would be unlikely to be achieved or would not be assured without utilizing the Planned Rezoning Overlay. Section 7.13.2.D.ii states the following:

1. *(Sec. 7.13.2.D.ii.a) The PRO accomplishes the integration of the proposed land development project with the characteristics of the project area in such a manner that results in an enhancement of the project area as compared to the existing zoning that would be unlikely to be achieved or would not be assured in the absence of the use of a Planned Rezoning Overlay.*
2. *(Sec. 7.13.2.D.ii.b) Sufficient conditions shall be included on and in the PRO Plan and PRO Agreement such that the City Council concludes, in its discretion, that, as compared to the existing zoning and considering the site specific land use proposed by the applicant, it would be in the public interest to grant the Rezoning with Planned Rezoning Overlay. In determining whether approval of a proposed application would be in the public interest, the benefits which would reasonably be expected to accrue from the proposal shall be balanced against, and be found to clearly outweigh the reasonably foreseeable detriments thereof, taking into consideration reasonably accepted planning, engineering, environmental and other principles, as presented to the City Council, following recommendation by the Planning Commission, and also taking into consideration the special knowledge and understanding of the City by the City Council and Planning Commission.*

The following benefits appear to be suggested by the applicant (as listed in their narrative or shown on the PRO plan):

1. A reduction in traffic compared to development under the current zoning**. The traffic study shows a difference of about 20 fewer trips compared to a general light industrial use, or up to 835 fewer trips compared to a medical office use.**
2. The plan shows that the total open space areas to be provided will exceed the 15% Open Space requirement of the TC-1 district.
3. The project will exceed the 9,000 square foot Usable Open Space requirement, with about 17,200 square feet proposed.
4. Preservation of the on-site wetland**. The wetland is very small in size (less than 0.1 acre) but does represent an ecological benefit.**
5. **A publicly accessible wetland overlook amenity to be provided on the City's parcel to the west, as shown in the PRO Plan.**

This is a PRO in which the applicant seeks both a rezoning and a list of ordinance deviations. In Staff's opinion the proposed benefits to the community are relatively minor and additional benefits could be offered to balance out the detriments of the rezoning.

ORDINANCE DEVIATIONS

Section 7.13.2.D.i.c(2) permits deviations from the strict interpretation of the Zoning Ordinance within a PRO agreement. These deviations must be accompanied by a finding by City Council that "***each Zoning Ordinance provision sought to be deviated would, if the deviation were not granted, prohibit an enhancement of the development that would be in the public interest, and that approving the deviation would be consistent with the Master Plan and compatible with the surrounding areas.***" Such deviations must be considered by City Council, who will make a finding of whether to include those deviations in a proposed PRO agreement. A PRO agreement would be considered by City Council only after tentative approval of the proposed concept plan and rezoning.

Staff has reviewed the applicant's Concept Plan in as much detail as possible to determine what deviations from the Zoning Ordinance are currently shown. The applicant should revise the concept plan to better comply with the standards of the Zoning Ordinance, especially as it relates to the landscaping requirements and screening wall, which were areas of concern for both the Planning Commission and City Council. By eliminating the woodland replacement trees, which are not required for this site, the landscape deviations should be able to be reduced.

The following are Ordinance deviations that have been requested by the applicant. **Staff comments are in bold.**

1. Allowable Number of Rooms (*4.82.2.B*): Planning deviation from Section 4.82.2.B to allow an increase the number of rooms permitted on the property up to the maximum allowed by the Ordinance. **The applicant's room count is 225. To permit any increase in additional rooms beyond 114, the approving body must confirm the following:**
    i. *That an increase in total number of rooms will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area;*
    ii. *That an increase in total number of rooms is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.*

2. Sidewalks (Sec 3.27.1.I): Planning deviation from Section 3.27.1.I to permit the existing 6-foot sidewalk rather than the 12.5 foot wide sidewalk required in the TC-1 District on a non-residential collector road. **This is supported by staff as this area is not considered a street for gathering space or outdoor dining. The 12.5-foot requirement was envisioned in the Town Center area adjacent to retail and restaurants. This is also consistent with the existing sidewalk width along 11 Mile Road.**

3. Pedestrian Connectivity (Sec. *3.8.2.G):* Sidewalks of 5-feet width are to be provided in any housing development to permit a safe and convenient pedestrian access along internal roads, and connect to sidewalks, bike paths and nature trails which abut the property. **A 5-foot sidewalk is shown along the west side of the entrance driveway only. This is a deviation, which is supported by Staff since it is a relatively small development and areas to the east do not have many walkable destinations.**

4. Major Drive (Sec. 5.10): The driveway entering the site would be classified as a Major Drive, which the ordinance requires to be 28-feet back-to-back width**. As the driveway shown is 24-feet wide, this would be a deviation if not corrected.**

5. Section 9 Waiver (Section 5.15): Façade deviation from Section 5.15 to permit the underage of brick (4%) on the front façade, and the overage of Cement Fiber Siding (8%) on the side

facades of the Matsu building style. **As the deviation is minor and does not adversely impact the aesthetic quality of the building.**

6. Landscape Screening (Sec. 5.5.3.B.ii and iii): Landscaping deviation from Section 5.5.3.B.ii and iii. for the lack of a berm between the site and adjacent industrial properties. **This deviation is supported by Staff as the applicant has provided evergreen trees and arborvitaes for screening, as well as a fence along the southern property line.**

7. Multifamily Unit Trees (Sec 5.5.3.F.iii): Landscape waiver from Section 5.5.3.F.iii for deficiency in multifamily unit trees (approximately 131 provided, 135 required)**. This deviation is not supported by Staff, and could be reduced by shifting some of the required trees or reclassifying.**

8. Interior Drive Trees (Sec 5.5.3.F.iii): Landscape waiver from Section 5.5.3.F.iii for a deficiency in interior drive trees (13 provided, 14 required). **This deviation is not supported by Staff, and could be eliminated by adding one more tree along the drive or next to the parking bays.**

NEXT STEP: PLANNING COMMISSION PUBLIC HEARING

With all reviewers recommending approval or conditional approval, Planning Commission will hold a public hearing on the rezoning request from I-1 (Light Industrial) to TC-1 (Town Center One) with a Planned Rezoning Overlay. Following the public hearing, they will make a recommendation to City Council whether to approve or deny the request, or may postpone making a recommendation if they determine additional information or changes are needed. **The next available agenda would be October 16th. Please let me know no later than September 16th if you would like to be placed on this agenda.**

CITY COUNCIL CONSIDERATION

After the Planning Commission makes its recommendation, the PRO Concept Plan will be scheduled for consideration by the City Council. If the City Council grants tentative approval at that time, they will direct the City Attorney to draft a PRO Agreement describing the terms of the rezoning approval. Once the PRO Agreement has been drafted and approved by the applicant's attorney, it will return City Council for final approval.

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

Lindsay Bell

Lindsay Bell, *AICP*, Senior Planner

PLANNING REVIEW CHART: TC-1

Review Date: August 28, 2024
Review Type: Formal PRO Review – Zoning Map Amendment 18.743
Project Name: **JZ23-41 SAKURA EAST**
South of 11 Mile, W of Meadowbrook Rd
Plan Date: July 30, 2024
Prepared by: Lindsay Bell, Senior Planner
E-mail: lbell@cityofnovi.org; **Phone:** (248) 347-0484

Bold	To be addressed in revised Formal PRO Plan submittal or response letter
Underline	To be addressed in Preliminary Site Plan submittal
Bold and Underline	Possible deviations if not revised to conform
Italics	Notes to be noted

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan *(adopted July 26, 2017)*	TC Gateway	TC-1 Town Center One	**No**	Gateway East would be the district corresponding to TC Gateway
Area Study	2014 Town Center Area Study did not include this area			
Zoning *(Effective January 8, 2015)*	Light Industrial (I-1)	TC-1 Town Center One	**No**	
Uses Permitted (Sec 3.1.21.B & C)		Multi-Family Residential – 52 townhome units		
Density *Future Land Use Map (adopted July 26, 2017)*	Maximum 13.6 du/ac	Total site area: 3.5 acres (gross), 3.13 net 45 units / 3.13 ac = 14.4 DUA	**No**	Density exceeds the recommended Residential Density map of the Master Plan
Phasing		Not proposed	NA	
Planned Rezoning Overlay Document Requirements (Section 7.13.2 and SDM: Site Development Manual)				
Written Statement (Section 7.13.2) The statement should include the following:	Statement of eligibility for PRO Approval: Describe the rezoning requested including uses proposed, justification for why it makes sense	Narrative provided	Yes	
	How does the project constitute an overall benefit to the public that outweighs any material detriments or could otherwise be accomplished without the rezoning?	Narrative provided – public benefits listed: • Public Wetland Overlook Amenity on City parcel • Economic impact • Exceeding Usable Open Space		**See Planning Review for additional comments**

Item	Required Code	Proposed	Meets Code	Comments
	Deviations and Conditions proposed for inclusion in the PRO Agreement (i.e., Zoning Ordinance deviations, limitation on total units, height or uses, etc)	Use and layout restriction, Height limit, preservation of wetland area		**See Planning Review for full list of conditions and deviations**
Rezoning Traffic Impact Study Site Plan & Dev. Manual	Required regardless of site size, with requirements in SDM	Provided		*See October 31, 2023 AECOM review letter*
Community Impact Statement (Sec. 2.2)	Required according to site plan manual (SDM link: Site development Manual)	Not required	NA	
Rezoning Signs (Site Plan & Dev. Manual)	Sign location plan Mock-up of sign details	Provided Provided	Yes	*Signs have been installed as required*
TC-1 Residential Building Setbacks *(Sec 4.82)*				
Front @ 11 Mile	15 ft. min	18 ft. (to balcony)	Yes	*Deviation has been eliminated in this submittal*
Rear (South)	15 ft.	40 ft.	Yes	
Side (East)	15 ft.	34 ft.	Yes	
Side (West)	15 ft.	24 ft.	Yes	
Parking Setback *(Sec 3.1.8.D) (Sec 3.1.12.D) Refer to applicable notes in Sec 3.6.2*				
Front	20 ft.	Parking is internal to site – meets setback standards	Yes	
Rear	10 ft.		Yes	
Side (East)	10 ft.		Yes	
Note to District Standards *(Sec 3.6.2)*				
Exterior Side Yard Abutting a Street *(Sec 3.6.2.C)*	All exterior side yards abutting a street shall be provided with a setback equal to front yard.		NA	*No exterior side yards present*
Lot area & width, max. lot coverage *(Sec 3.6.2.D)*	Min. lot area, width and max lot coverage determined on basis of parking, loading, greenbelt screening, yard setback and usable open space requirements			
Setback from Residential District *(Sec 3.6.2.H)*	Where a use abuts a residential district, the minimum building setback distance shall be 3 feet for each foot of building height		NA	Does not abut residential
Min Yard Setback *(Sec 3.6.2.L)*	Where directly adjacent to residentially zoned		NA	

Item	Required Code	Proposed	Meets Code	Comments
	property, min yard setback shall be 20 feet			
Wetland/Watercourse Setback *(Sec 3.6.2.M)*	A setback of 25ft from wetlands and from high watermark course shall be maintained	Wetland exists on southwest corner of the site.	Yes	**Refer to wetlands review**
Parking setback screening *(Sec 3.6.2.P)*	Required parking setback area shall be landscaped per sec 5.5.3. TC-1: Surface parking areas must be screened by either a 2.5 ft. brick wall/decorative fence or a landscaped berm.	Surface parking is internal to parcel and southeast of parcel – not visible from 11 Mile		
Modification of parking setback requirements *(Sec 3.6.2.Q)*	The Planning Commission may modify parking setback requirements based on its determination according to Sec 3.6.2.Q	None required	NA	
TC-1 District Required Conditions *(Sec 3.27)*				
Site Plans *(Sec. 3.27.1.A.)*	Site area under 5 acres: Requires Planning Commission approval; Site area over 5 acres: Requires City Council approval upon Planning Commission recommendation	Site is under 5 acres (3.5 acres)	Yes	*Site plan requires Planning Commission approval; PRO requires City Council approval for rezoning, with Planning Commission recommendation*
Parking Setbacks (3.27.1 D)	20 ft. from ROW	No parking along ROW	Yes	
	Surface parking areas must be screened by either a 2.5 ft. brick wall or a landscaped berm from all public ROW	Parking areas not visible from ROW	Yes	
	No front yard or side yard parking on any non-residential collector.	Not proposed		
Architecture/ Pedestrian Orientation (3.27.1 E)	No building in the TC-1 district shall be in excess of one-hundred twenty-five (125) feet in width, unless pedestrian entranceways are provided at least every one-hundred twenty-five (125) feet of frontage.	Measurements not provided	No	*Sec. 4.84 has a different building length requirement – see section below*

Item	Required Code	Proposed	Meets Code	Comments
Open Space Area (Sec. 3.27.1.F)	15% (permanently landscaped open areas and pedestrian plazas accessible to the public) Required: 20,451 sq ft	66,804 sq ft indicated	Yes	
Façade materials (Sec. 3.27.1 G)	All sides of the building and accessory buildings must have the same materials. Façade materials may deviate from brick or stone with PC approval.			**See Façade Review for detailed comments**
Parking, Loading, Signs, Landscaping, Lighting, Etc (Sec. 3.27.1 H)	All loading in TC-1 shall be in rear yards.		NA	
	Off-street parking counts can be reduced by the number of on-street parking adjacent to a use	Not proposed	NA	
	PC may allow parking requirement reduction when parking areas serve dual functions.		NA	
	Special assessment district for structured parking		NA	
Sidewalks required (Sec. 3.27.1 I)	Sidewalks required along non-residential collector to be 12.5 ft. wide	Existing sidewalk 6 ft width - Does not comply	**No**	**11 Mile Road is classified as non-residential collector – deviation is requested**
	Direct pedestrian access between all buildings and adjacent areas	Sidewalks shown, including direct segments from units on 11 Mile to main sidewalk	Yes	
Bicycle Paths (Sec. 3.27.1 J)	Bike paths required to connect to adjacent residential & non-residential areas.		NA	**No bike paths existing on south side of 11 Mile. Consider mid-block crossing to access bike path on north side?**
Development amenities (Sec. 3.27.1 L)	All sites must incorporate amenities such as exterior lighting, outdoor furniture, safety paths in accordance with Town Center Study Area.	3 Amenity areas are shown on-site: East – includes synthetic turf multipurpose field, bench seating, USB charging, focal landscaping Central – bench seating, aggregate surface, focal planter/art, open lawn	Yes	

Item	Required Code	Proposed	Meets Code	Comments
		West – Picnic table, grills, USB charging, Adirondack chairs, fire table		
Combining Use Groups within a Structure (Sec. 3.27.1 M)	Commercial and office uses may occupy any number of total floors within a building with residential uses: - Not on same floor as residential Not above residential	Not proposed	NA	
Retail Space *(Sec.3.27.2.B)*	7,500 sq. ft. GLA max may exceed when: - All floors above 1st floor permitted in TC-1 - No retail above 2nd floor - 2nd floor retail is less than 12,000 sq. ft. or 25% of the floor area - Single user max. is 15,000 sq. ft. - 50% of retail commercial space on 1st floor is devoted to users of 5,000 sq. ft. or less	Not Proposed	NA	
Street and Roadway Rights-Of-Way (Sec. 3.27.1 N)	Nonresidential collector and local streets shall provide ROWs consistent with DCS standards			**11 Mile is classified as non-residential collector – include any changes on plan**
Non-Mixed Use Guidelines *(Sec. 4.82.2)*				
Number of Rooms and Area of Parcel *(Sec. 4.82.2.A) TC/TC-1, Multiple Family, and Mixed-Use*	Total number of rooms shall not have more than the area of the parcel in square feet, divided by a factor of 1200. For 3.13 acres : 136,342 sq. ft. / 1200 = **114 rooms permitted**	***5 rooms/unit x 45 units = 225 rooms**	*No**	**See below for increasing the number of rooms*
Allowing increase in number of rooms *(Sec. 4.82.2.B)*	Planning Commission (for sites <5 acres) or City Council (for sites >5 acres) can approve 2x increase in number of rooms subject to conditions listed in Sec. 4.82.2.b. **:** i. increase in total number of rooms will not cause any detrimental impact on	**Max. Allowed: 228 rooms** Proposed: 225	**Yes**	**Proposed # of rooms exceeds standard allowed – rooms above 114 would need to be approved in PRO, 225 rooms can be approved**

Item	Required Code	Proposed	Meets Code	Comments
	the capabilities of public services and facilities, to serve existing and planned uses in the area; ii. That an increase in total number of rooms is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighbrhd;			
Floor Plans *(Sec. 4.82.2.C)*	Conceptual floor plans layouts for each dwelling unit is required to establish maximum number of rooms permitted, subject to minor modifications	Provided – appear to show 5-room units	Yes	
Minimum Distance between Buildings *(Sec. 4.82.2.D)*	10 ft.	15 ft minimum	Yes	
Building Setbacks *(Sec. 4.82.2.E)*	15 ft. minimum, unless conflicts with corner clearance	18 feet to balconies, 23 feet to buildings	Yes	
Parking Setbacks Off-street Parking *(Sec. 4.82.2.F)*	10 ft. minimum from any wall of any dwelling structure, which contains openings involving living areas;	Surface Parking areas 15 feet from units	Yes	
	5 ft. from any wall with no openings	Garage apron parking is closer than 5 feet	Yes	
	10 ft. from any ROW (includes drives and loading)		Yes	
	5 ft. from all other property lines	15 ft minimum	Yes	
	30 ft. from property lines adjacent to Single family homes		NA	
Max. Horizontal Length *(Sec. 4.82.2.G)*	Max. horizontal length of a building or group of buildings attached shall not exceed 180 feet. May be modified in opinion of Façade Consultant if	140 ft longest building	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	variation in building mass or elevation meets intent			
Business and Office Uses *(Sec. 4.82.3)*	- Not occupy same floor as residential - No office use above a residential use - Separate entrance, private pedestrian entrance to residential shall be provided		NA	
Parking Location *(Sec. 4.82.4)*	Off-street parking shall be provided within a building, parking structure physically attached, or designed off-street parking within 300 ft. of building. Individual garages shall not be placed on a front-facing façade.	Off-street, individual unit garages and garage aprons proposed	Yes	
Usable Open Space *(Sec. 4.82.5)*	200 sf of Minimum usable open space per dwelling unit For a total of 45 dwelling units, required Open Space: 9,000 SF Refer to definitions for Usable Open Space and Open Space	Sheet L-2 indicates 17,290 sf of Usable Open Space	Yes	
Maximum Room Count: *Non-Mixed Use Guidelines (Sec. 4.82.2)*				
Efficiency-400	1	Not proposed	NA	
1 BR: 500 sq. ft.	2	Not proposed	NA	
2 BR: 750sq. ft.	3	Proposed – 1,300 sf	Yes	
3 BR: 900 sq. ft.	4	Proposed – 1,600 sf	Yes	
4 BR: 1000 sq. ft.	5	Not proposed	NA	
Maximum Density: *Non-Mixed Use Guidelines (Sec. 4.82.2)*				
Efficiency-400	--	Proposed density: 14.4 DUA	No	Density for residential dwellings in TC-1 is based on the maximum number of rooms allowed, which can be increased as requested, at the discretion of City Council.
1 BR: 500 sq. ft.	18.15 (25%)			
2 BR: 750sq. ft.	12.1			
3 BR: 900 sq. ft.	9.07			
4 BR: 1000 sq. ft.	7.26			
Maximum Percentage of Units: *Non-Mixed Use Guidelines (Sec. 4.82.2)*				

Item	Required Code	Proposed	Meets Code	Comments
Efficiency-400	5%	Not proposed		
1 BR: 500 sq. ft.	25%	0		
2 BR: 750sq. ft.	100%	48%	Yes	
3 BR: 900 sq. ft.	100%	51%	Yes	
4 BR: 1000 sq. ft.	100%	0		
Minimum Off-street parking per unit: *Non-Mixed Use Guidelines (Sec. 4.82.2)*				
Efficiency-400	1 per unit	**45 units** **45 x 2 = 90** **PROPOSED: 100**		
1 BR: 500 sq. ft.	1 per unit			
2 BR: 750sq. ft.	2 per unit		Yes	
3 BR: 900 sq. ft.	2 per unit		Yes	
4 BR: 1000 sq. ft.	2 per unit			
RM-1 and RM-2 Required Conditions *(Sec 3.8)*				
Public Utilities *(Sec. 3.8.1)*	All public utilities should be available	All public utilities are available	Yes	**Refer to Engineering review for more details**
Setback along natural shore line *(Sec. 3.8.2.A)*	A minimum of 150 feet along natural shore line is required.	No natural shore line exists within the property	NA	
Structure frontage *(Sec. 3.8.2.B)*	Each structure in the dwelling group shall front either on a dedicated public street or approved private drive.	Many structures Fronting on private drive, some on 11 Mile	Yes	
Pedestrian Connectivity *(Sec. 3.8.2.G)*	5 feet sidewalks on both sides of the Private drive are required to permit safe and convenient pedestrian access.	Sidewalks are not proposed on one side	**No**	**Private drive should have sidewalk on both sides – deviation will be required**
	Where feasible sidewalks shall be connected to other pedestrian features abutting the site.	Sidewalk connects along 11 Mile	Yes	
	All sidewalks shall comply with barrier free design standards		Yes?	This will be confirmed with site plan submittal
Number of Parking Spaces Residential, Multiple-family *(Sec.5.2.12.A)*	**TC-1:** 1 space for 1 bedroom and 2 spaces for 2 or more bedroom units 45 units * 2 spaces = **Total required: 90**	Attached Garage: 45 Apron Garage: 34 90° open parking: 21 100 spaces	Yes	
Parking Space Dimensions and	- 90° Parking: 9 ft. x 19 ft. with 22 or 24 ft. lanes	- 9 ft. x 17/18 ft. parking spaces allowed along	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Maneuvering Lanes *(Sec. 5.3.2)*	- 45° Parking: 9 ft. x 18 ft. with 15 feet lanes - 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	green space or sidewalks - 9 ft. x 20 ft. parking spaces behind garages - 24 ft. access aisles		
Parking stall located adjacent to a parking lot entrance (public or private) *(Sec. 5.3.13)*	- shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer		NA	
End Islands *(Sec. 5.3.12)*	- 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	Appears to comply	Yes	
Barrier Free Spaces *Barrier Free Code*	2 percent of total in excess of 1/unit:	1 proposed		**Verify requirements of ADA code for residential uses**
Barrier Free Space Dimensions *Barrier Free Code*	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces	1 proposed Van Accessible, 8' with 8' access	Yes	
Barrier Free Signs *Barrier Free Code*	One sign for each accessible parking space.	Shown	Yes	
Minimum number of Bicycle Parking *(Sec. 5.16.1)* Multiple-family residential	One (1) space for each five (5) dwelling units **Required: 10 Spaces**	10 spaces Will be provided	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Bicycle Parking General requirements *(Sec. 5.16)*	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	3 locations shown	TBD	Will be evaluated further when details are provided
Bicycle Parking Lot layout *(Sec 5.16.6)*	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 in	Layout shown	**TBD**	**Note the updated dimensions indicated to the left**
Loading & Unloading *(Sec 5.4)*	On same premises with buildings involving receipt or distribution of vehicles, materials or merchandise…loading and unloading space required		NA	
Road Design *(Sec 5.10)*	Private Drive network: Major Drive – principle internal loop or cul de sac with direct access to exterior public road; Minor Drive – intersecting off major drive	Major Drive entering site – 24 ft shown	**No**	**Review Sec 5.10 for Major Drive Requirements – Major drives shall be 28-feet back to back width**
Accessory and Roof top Structures				
Dumpster *Sec 4.19.2.F*	- Located in rear yard - Attached to the building or - No closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft, from property line. - Away from Barrier free Spaces	Not shown – Curb-side trash service intended	NA	

Item	Required Code	Proposed	Meets Code	Comments
Dumpster Enclosure *Sec. 21-145. (c) Chapter 21 of City Code of Ordinances*	- 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	Not proposed	NA	
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	Not proposed	NA	
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.	Not proposed	NA	
Sidewalks and Other Requirements				
Non-Motorized Plan	Proposed Off-Road Trails and Neighborhood Connector Pathways. There is a recommendation for neighborhood connector	Not applicable	NA	
Sidewalks *(Subdivision Ordinance: Sec. 4.05)*	Five foot sidewalks required on both sides of internal public or private drives		NA	
Public Sidewalks *(Chapter 11, Sec.11-276(b), Subdivision Ordinance: Sec. 4.05)*	12.5 ft sidewalk on 11 Mile per Sec 3.27.1.I	6 ft existing sidewalk	**No**	**Deviation required**
Entryway lighting *Sec. 5.7*	One street light is required per entrance.	Lighting not indicated at this time	TBD	
Building Code and Other Requirements				
Building Code	Building exits must be connected to sidewalk	All exits are connected to internal sidewalk through	Yes	

Item	Required Code	Proposed	Meets Code	Comments
	system or parking lot.	the driveways		
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).	Additional information is requested in this other review letters to verify conformance	No	**Please provide additional information as requested in future submittals**
Economic Impact	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	Not provided	**No**	
Other Permits and Approvals				
Development/ Business Sign *(City Code Sec 28.3)*	Signage if proposed requires a permit. It can be reviewed at the time of Preliminary site plan or after site plan approval	Signage is not proposed at this time.	Yes?	For sign permit information contact ordinance at 248-735-5678 **Please provide tentative locations if proposed**
Development and Street Names	Development and street names must be approved by the Street Naming Committee before Preliminary Site Plan approval	Project name **Sakura East** and **Kawa Lane** have been approved for use	Yes	Please use the approved street name on future submittals
Property Split or Combination	The proposed property split must be submitted to the Assessing Department for approval.		Yes	Provided details of any parcel splits/combinations are proposed
Other Legal Requirements				
PRO Agreement *(Sec. 7.13.2.D(3)*	A PRO Agreement shall be prepared by the City Attorney and the applicant (or designee) and approved by the		NA	Would be required with PRO Rezoning

Item	Required Code	Proposed	Meets Code	Comments
	City Council, and which shall incorporate the PRO Plan and set forth the PRO Conditions and conditions imposed			
Master Deed/Covenants and Restrictions	Applicant is required to submit this information for review with the Final Site Plan submittal	Not applicable at this moment	NA	If one is proposed, then a Master Deed draft shall be submitted prior to Stamping Set approval.
Conservation easements	Conservation easements may be required for woodland impacts	Not applicable at this moment	NA	
Previous agreements	Provide all pre-existing easements and agreements that pertain to the property		NA	
Lighting and Photometric Plan (Sec. 5.7)				
Intent *(Sec. 5.7.1)*	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky	Photometric plan provided	Yes	Provide additional information that conforms to the code at the time of Preliminary site plan
Lighting Plan *(Sec. 5.7.A.i)*	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Provided	yes	
Building Lighting *(Sec. 5.7.2.A.iii)*	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Not shown	**No**	**Provide at time of site plan submittal**
Lighting Specifications *(Sec. 5.7.A.2.ii)*	Specifications for all proposed & existing lighting fixtures	Specs included	Yes	
	Photometric data	Provided	Yes	
	Fixture height	Provided	Yes	
	Mounting & design	Provided	Yes	
	Glare control devices *(Also see Sec. 5.7.3.D)*	Provided	Yes	
	Type & color rendition of lamps	Not specified	**No**	
	Hours of operation	Not indicated	**No**	
Max Height *(Sec. 5.7.3.A)*	Height not to exceed 25 feet	12 feet max	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Required Conditions *(Sec. 5.7.3.B)*	- Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation	Not indicated	No	**Provide standard notes**
Indoor Lighting *(Sec. 5.7.3.H)*	- Indoor lighting shall not be the source of exterior glare or spillover			
Security Lighting *(Sec. 5.7.3.I)* Lighting for security purposes shall be directed only onto the area to be secured.	- All fixtures shall be located, shielded and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred	Not indicated		
Color Spectrum Management *(Sec. 5.7.3.F)*	Non-Res and Multifamily: - For all permanent lighting installations - minimum Color Rendering Index of 70 and Correlated Color Temperature of no greater than 3000 Kelvin	CRI – 80 indicated CCT – not indicated	Yes **No**	**Specify choice of CCT for each fixture no greater than 3000K**
Parking Lot Lighting *(Sec. 5.7.3.J)*	- Provide the minimum illumination necessary to ensure adequate vision and comfort. - Full cut-off fixtures shall be used to prevent glare and spillover.	0.2 min	Yes	
Min. Illumination *(Sec. 5.7.3.L)*	Parking areas: 0.2 min	0.2 min	Yes	
	Loading & unloading areas: 0.4 min		NA	
	Walkways: 0.2 min	0.2 min	Yes	
	Building entrances, frequent use: 1.0 min		NA	
	Building entrances, infrequent use: 0.2 min		NA	
Average Light Level *(Sec.5.7.3.L)*	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1		NA	

Item	Required Code	Proposed	Meets Code	Comments
Max. Illumination adjacent to Non-Residential *(Sec. 5.7.3.L)*	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle	0.1 fc max shown	Yes	
Max. Illumination adjacent to Residential *(Sec. 5.7.3.M)*	- Fixture height not to exceed 25 feet - Cut off angle of 90 degrees or less - No direct light source shall be visible at the property line adjacent to residential at ground level - Maximum illumination at the prop line not to exceed 0.5 fc.		NA	
Residential Developments *(Sec. 5.7.3.O)*	- Provide sufficient illumination (0.2 fc min) at each entrance from major thoroughfare - Residential projects may deviate from the min. illumination levels and uniformity requirements of 5.7.3.L so long as site lighting for parking lots, property lines and security lighting is provided	0.8 fc min at entrance		

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

6/7/2024

Engineering Review

Sakura East
JSP23-0026

APPLICANT

Sakura Novi Residential LLC

REVIEW TYPE

Formal PRO Plan

PROPERTY CHARACTERISTICS

- Site Location: South of 11 Mile Road between Meadowbrook Road and Town Center Drive
- Site Size: 3.50 acres
- Plan Date: 5/13/2024
- Design Engineer: PEA Group

PROJECT SUMMARY

- Construction of a residential development with 8 Buildings with 45 units and associated parking. Site access would be provided via 11 Mile Road.
- Water service would be provided by an 8-inch extension from the existing 12-inch water main along the north side of Eleven Mile Road. Along with two new hydrants proposed.
- Sanitary sewer service would be provided by an extension from the existing 10-inch sanitary sewer along the north side of Eleven Mile Road.
- Storm water would be collected by storm sewer collection system and discharged into 2 underground detention systems.

RECOMMENDATION

Approval of the Formal PRO Plan is recommended, with the following comments addressed at Site Plan submittal.

Comments:

The Concept Plan meets the general requirements of the design and construction standards as set forth in Chapter 11 of the City of Novi Code of Ordinances, the Storm Water Management Ordinance and the Engineering Design Manual with the following items to be addressed at the time of Preliminary Site Plan submittal:

General

1. The current zoning for this site is I-1, under the light industrial zoning the permitted uses are office buildings, medical offices, industrial offices. Based on other sites in the city that are zoned I-1 and are a similar size the approximate building size that could be built will be around 40,000 square feet with approximately 190 parking spaces (if 80% of the building is leasable space). The approximate REU's for this site under the existing zoning will be approximately 21. The applicant has proposed town center one zoning for this site, and with a total of 45 units their approximate REU's for the site will be 45. The difference in REU's is not a concern since this development will connect into the Lower Pressure District. No negative impacts on public utilities are expected with this proposed zoning change.
2. Provide sight distance measurements for the Eleven Mile Road entrance in accordance with Figure VIII-E of the Design and Construction Standards, Chapter 11 of the City of Novi Code of Ordinances.
3. Existing highway easement on-site only covers the western parcel, ROW dedication will be needed for the parcel to the east.
4. Provide a traffic control sign table listing the quantities of each ***permanent*** sign type proposed for the development.

Water Main

Additional details shall be required at time of site plan submittal.

5. A tapping sleeve, valve and well is required at the connection to the existing water main.
6. Provide water main modeling calculations demonstrating that the required water supply of 3,000 GPM will be available.
7. Per current EGLE requirement, provide a profile for all proposed water main 8-inch and larger.
8. 6-inch hydrant leads are allowed for leads less than or equal to 25 feet in length. 8-inch leads are required for leads greater than 25 feet in length.

Sanitary Sewer

Additional details shall be required at time of site plan submittal.

9. Show 20-foot-wide easement around proposed 8-inch sanitary sewer.
10. Peaking Factor for Sanitary Basis of design should be 4.0.
11. Connection to the off-site sanitary sewer should be moved to avoid any conflict with the existing hydrant off-site.

12. Section 11-164 (g)-4 states the maximum length of a sanitary sewer lead shall not exceed 100-feet unless otherwise approved. Extend Sanitary Sewer so that leads are not more than 100-feet long **or** provide clean-outs every 100-feet.
13. Note on the construction materials table that 6-inch sanitary leads shall be a minimum SDR 23.5, and mains shall be SDR 26.
14. Provide a note on the Utility Plan and sanitary profile stating the sanitary leads will be buried at least 5 feet deep where under the influence of pavement.

Storm Sewer

Additional details shall be required at time of site plan submittal.

15. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. 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.
16. Provide a four-foot-deep sump and an oil/gas separator in the last storm structure prior to discharge off- site/to the storm water basin.
17. Illustrate all pipes intersecting storm structures on the storm profiles.
18. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
19. Show and label all roof conductors and show where they tie into the storm sewer.

Storm Water Management Plan

20. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
21. Provide calculations verifying the post-development runoff rate directed to the proposed receiving drainage course does not exceed the pre-development runoff rate for the site.
22. The SWMP must address the discharge of storm water off-site, and evidence of its adequacy must be provided. This should be done by comparing pre- and post-development discharge rates. The area being used for this off-site discharge should be delineated and the ultimate location of discharge shown.
23. As part of the Storm Drainage Facility Maintenance Easement Agreement, provide an access easement for maintenance over the storm water detention system and the pretreatment structures. Also, include an access easement to the detention area from the public road right-of-way.
24. Provide a soil boring in the vicinity of the underground detention systems to determine soil conditions and to establish the high-water elevation of the groundwater table. Note the bottom of the detention facility **must** be a

minimum of three (3) feet above the groundwater elevation. Soil borings must be provided with Preliminary Site Plan Submittal.

25. Provide the overland routing that would occur in the event the underground system cannot accept flow. This route shall be directed to a recognized drainage course or drainage system. This will need to be provided for both of the underground detention systems.
26. Provide an underdrain along the downstream side of the underground detention system which is tied into a manhole as a means of secondary storm water conveyance to the outlet.
27. Provide a table or note addressing the required bedding depth vs. bearing capacity of the underlying soils in the vicinity of the underground detention system per the manufacturer's specifications.
28. Provide a note on the plans stating the City's inspecting engineers shall verify the bearing capacity of the native soils to verify an adequate bedding depth is provided.
29. Indicate the assumed porosity of the aggregate. The volume calculations shall consider only 85-percent of that volume as available for storage to account for sediment accumulation in the aggregate.
30. Provide an isolator row in the underground detention system in addition to the swirl concentrator chamber. Contact the Engineering Division for further information.
31. Provide inspection ports throughout the underground detention system at the midpoint of all storage rows. Also, include an additional inspection port in the center of the header and footer. Two inspection ports should be located along the isolator row.
32. The underground storage system shall include 4-foot diameter manholes at one end of each row for maintenance access purposes.
33. Provide critical elevations (low water, first flush, bank full, 100-year, and pavement elevation) for the detention system. Also, provide a cross-section for the underground detention system. Ensure that there is at least 1 foot of freeboard between the 100-year elevation and the subgrade elevation beneath the pavement.

Paving & Grading

34. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
35. Pavement cross-sections should match city standard or refer to city standard.
36. Provide a note on the plan stating that the emergency access gate is to be installed and closed prior to the issuance of the first building permit in the subdivision.
37. Label specific ramp locations on the plans where the detectable warning surface is to be installed.
38. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.

39. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.
40. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4-inches high (rather than the standard 6-inch height to be provided adjacent to 19-foot stalls). Additionally, 2-foot overhang should be provided adjacent to 17-foot parking stalls (show 2-foot overhang on paving sheets).

Off-Site Easements

41. An off-site temporary construction easement will be required for the connection to the water main and sanitary sewer.
42. Off-site sanitary sewer easement will be required for the off-site sanitary sewer connection.
43. Emergency Access Easement shall be required for the connection to the parking lot on the east side of the development.

The following must be submitted with the next submittal:

44. A letter from either the applicant or the applicant's engineer must be submitted with the Stamping Set highlighting the changes made to the plans addressing each of the comments listed above and indicating the revised sheets involved. **Additionally, a statement must be provided stating that all changes to the plan have been discussed in the applicant's response letter.**

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

Please contact Humna Anjum at (248)735-5632 or email at hanjum@cityofnov.org with any questions.

Humna Anjum,
Project Engineer

cc: Lindsay Bell, Community Development
Ben Nelson, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW

PLAN REVIEW CENTER REPORT

August 22, 2024

Sakura East

Revised Formal PRO Concept Plan - Landscaping

Review Type	**Job #**
Revised Formal PRO Concept Plan Landscape Review	JZ23-41

Property Characteristics

- Site Location: Eleven Mile Road
- Site Acreage: 3.50 ac.
- Site Zoning: I-1 Proposed: TC-1 with PRO
- Adjacent Zoning: North, South, East, West: I-1
- Plan Date: 7/30/2024

Ordinance Considerations

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

RECOMMENDATION:

This project is **recommended for approval** if the two minor corrections are made to remove the two unsupported deviations.

LANDSCAPE DEVIATIONS THAT ARE REQUIRED FOR THE PROPOSED LAYOUT:

- Lack of required berm between property and adjacent I-1 property to the south – *supported by staff if the applicant can show that the proposed screening will propose sufficient audible buffering for noises from the I-1 property to the south.*
- Deficiency in multifamily unit trees provided – *not supported by staff*
- Deficiency in interior drive trees provided – *not supported by staff*

Ordinance Considerations

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

1. Tree survey is provided.
2. Wetland survey is provided.
3. No regulated woodland or regulated trees were found on the site.

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

1. The project is adjacent to industrial property so a 10-15 foot tall, landscaped berm is required for the proposed residential property.
2. The plan proposes a double row of evergreen trees and a 6-foot wooden fence along the south side of the site and more evergreens along the east and west sides of the site.
3. **It is not clear if this will provide the required audible buffering but it should provide acceptable visual buffering. Please show that the proposed screening will provide audible screening from any I-1 use south of the property.**

4. **The current proposal requires a landscape deviation**. *It will be supported by staff if it can be shown that the proposal will provide sufficient audible buffering.*

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

1. The required greenbelt width is provided. No deviation is required.
2. The project does not require any berm along 11 Mile Road and one isn't proposed.
3. **The applicant is proposing that 20 of the 22 required subcanopy trees will be planted in the right-of-way as street trees are not required for the TC-1 district. This would be consistent with the Sakura Novi development and may be supported by staff if the applicant verifies that no utility conflicts will prevent the planting of the trees as proposed. If they can't, that would probably trigger a landscape deviation for insufficient multifamily unit trees much greater than the 4 noted below.** *That deviation would not be supported by staff.*

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

There are no lots on the site, only single-sided bays or parallel parking bays, so only perimeter parking trees will be required and multi-family unit trees are used to meet that requirement.

Multi-family Residential Landscaping (Zoning Sec 5.5.3.F.iii)

1. **Multi-family unit trees**
   a. 45 units are proposed, so 135 trees are required.
   b. 131 multi-family unit trees, including x subcanopy trees, are provided. **This requires a landscape deviation but it could easily be avoided by reclassifying two of the extra greenbelt trees shown as multi-family unit trees and adding two more canopy or subcanopy trees to the site.**
   c. If any of the proposed greenbelt trees cannot be planted in the right-of-way as shown, some of the multifamily unit trees shown in the greenbelt would need to be reclassified as greenbelt trees, which would require a deviation for the shortage created. As noted above, please check all utilities along the 11 Mile Road frontage to be sure those trees could be planted as shown.
2. **Interior roadway trees**
   a. Based on the site layout, there is 505 lf of interior drive frontage on the site. 14 canopy trees are required and 13 are provided.
   b. This minor deficiency would require a landscape deviation but it could be avoided by adding one more tree along the drive or one of the parking bays.
3. **Foundation landscaping**
   The conceptual details provided show that the required frontage will be provided.

Plant List (LDM 4, 10)

1. 15 of 30 species used (50%) are native to Michigan. **Please add at least a couple more native species to the plan to provide some wiggle room for contractors if they can't locate all of the specified native species.**
2. The tree diversity meets the requirements of the Landscape Design Manual Section 4.

Planting Notations and Details (LDM 10)

Provided

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

1. Underground detention is proposed. If that is approved by engineering, no detention basin landscaping is required.
2. If above-ground detention is required, detention basin landscaping will also be required.

Irrigation (LDM 10)

1. If an irrigation system will be used, a plan for it must be provided with Final Site Plans.

2. If alternative means of providing water to the plants for their establishment and long-term survival, information regarding that is also required with Final Site Plans.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader@cityofnovi.org.

Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – Revised Formal PRO Concept Plan

Review Date: August 22, 2024
Project Name: JZ23 – 41: Sakura East
Project Location: 11 Mile Road east of Le Begole Drive, south side
Plan Date: July 30, 2024
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org; Phone: (248) 735-5621

Bold and underlined items need to be addressed by the applicant before approval of the Concept Plan. Bold items need to be addressed on the Preliminary Site Plans and underlined items need to be addressed on the Final Site Plan.

LANDSCAPE DEVIATIONS THAT ARE REQUIRED FOR THE PROPOSED LAYOUT:

- Lack of required berm between site and surrounding I-1 property –*supported by staff as significant buffering trees and fence have been provided*
- Deficiency in multifamily unit trees provided – *not supported by staff*
- Deficiency in interior drive trees provided along the drives – *not supported by staff*

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements – Basic Information (LDM (2))				
Landscape Plan *(Zoning Sec 5.5.2, LDM 2.e)*	• New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"-20' minimum with proper North. Variations from this scale can be approved by LA	• Overall site plan scale is 1"=30 ft • Detailed site plans are 1"=20 ft • Foundation details are 1"=10'	• Yes • Yes • Yes	
Owner/Developer Contact Information *(LDM 2.a.)*	Name, address and telephone number of the owner and developer or association	On title block	Yes	
Project Information *(LDM 2.d.)*	Name and Address	Location map has been added to L-1	Yes	
Survey information *(LDM 2.c.)*	Legal description or boundary line survey	Description and survey on Sheet P-1	Yes	
Landscape Architect contact information *(LDM 2.b.)*	Name, Address and telephone number of RLA/PLA/LLA who created the plan	William T. Krear - Land Design Studio	Yes	
Sealed by LA. *(LDM 2.g.)*	Requires original signature	Copy of seal and signature is provided	Yes	
Miss Dig Note (800) 482-7171	Show on all plan sheets	On title block	Yes	

Item	Required	Proposed	Meets Code	Comments
(LDM.3.a.(8))				
EXISTING CONDITIONS				
Existing plant material Existing woodlands or wetlands *(LDM 2.e.(2), Sec 12, 37))*	• Show location type and size. • Label to be saved or removed. • Plan shall state if none exists.	• Tree survey on L-7 • It was decided that regulated woodlands don't exist on the site. • Tree Chart on L-8 • All removals appear to be indicated on L-7 and L-8 • A small wetland is indicated at southwest corner of the site	• Yes • Yes • Yes • Yes	As there are no regulated woodlands on the site and no removed trees are 36" dbh or greater are being removed, no woodland replacements are required.
Soil type *(LDM.2.r.)*	As determined by Soils survey of Oakland county	Shown on P-2	Yes	
Zoning *(LDM 2.f.)*	• Site: I-1 • Proposed: TC-1 with PRO overlay • North, South, East, West: I-1	Shown on P-2	Yes	
PROPOSED IMPROVEMENTS				
Existing and proposed improvements *(LDM 2.e.(4))*	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	• Included on Landscape Plan L-1 • Dimensions on P-2	Yes	
Existing and proposed utilities *(LDM 2.e.(4))*	Overhead and underground utilities, including hydrants	• Utilities included on P-4 and L-1 • There are no overhead utilities on the site	Yes	
Proposed topography - 2' contour minimum *(LDM 2.e.(1))*	Provide proposed contours at 2' interval	Proposed grading on P-3	Yes	
Clear Zones *(LDM 2.e.(5))*	25 ft. corner clearance required. Refer to Zoning Sec 5.5.9	The clear vision zone is shown for the 11 Mile Road entry.	Yes	
LANDSCAPING REQUIREMENTS				
Berms and ROW Planting				
• 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 topsoil.				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements	Multi-family Residential	• No berms are	• No	**1. A landscape**

Item	Required	Proposed	Meets Code	Comments
(Zoning Sec 5.5.A)	adjacent to I-1 residential requires: • 10-15 foot high landscaped berm with 6 foot wide crest. • Opacity 80% winter, 90% summer.	provided. • A double row of deciduous canopy trees and a 6-foot-high wooden screening fence is proposed along the south property line.	• TBD	**deviation is required for the proposed screening** **2.** *Although it is still unclear whether the proposed screening will provide sufficient audible screening from an I-1 use that may be built on the property to the south, the deviation is supported by staff as the combination of plantings and fence should provide sufficient visual screening.*
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b)				
ROW Landscape Screening Requirements Chart *(Sec 5.5.3.B. ii)* ***(TC-1)***				
Greenbelt width (2)(3) (5)	**Use TC-1 requirements** • Adj to parking: 20 ft • Not adj to pkg: 0 ft	23 ft	Yes	
Min. berm crest width	Not required	0 ft	Yes	
Min. berm height (9)	Not required	0 ft	Yes	
3' wall	(4)(7)	• A retaining wall is shown for the southeast corner of the site • Elevation ranges from 3.6' to 4.7'	Yes	An engineer will need to design the retaining walls taller than 3.5 feet
Canopy deciduous or large evergreen trees Notes (1) (10)	• Adj to pkg: 1 tree per 25 ft • Not adj to pkg: 1 tree per 30 ft. 11 Mile Road: (TC-1) (468 – 24)/30 = 15 trees OR subcanopy trees Greenbelt landscaping is not required along Avalon Pointe Office Center Drive	0 trees TC requirement is being met with subcanopy trees	Yes	
Sub-canopy deciduous trees Notes (2)(10)	• Adj to pkg: 1 tree per 15 ft • Not adj to pkg: 1 tree per 20 ft.	24 trees	Yes	

Item	Required	Proposed	Meets Code	Comments
	(468 – 24)/20 = 22 trees OR canopy trees			
Canopy deciduous trees in area between sidewalk and curb	No street trees are required in the TC-1 district	20 subcanopy trees are proposed in the 11 Mile Road right-of-way	TBD	**1. You must verify that there are not any utility conflicts along 11 Mile Road that would prevent the planting of the proposed trees, as a landscape deviation would be required for any trees that can't be planted as greenbelt trees are being planted there. This needs to be done before the Planning Commission meeting so any need for a deviation can be determined.** **2. If they can be planted, the City would be in support of adding them as proposed. After the 2-year maintenance period the City would assume maintenance of them.**
Multi-Family Residential (Sec 5.5.3.F.ii)				
Building Landscaping *(Zoning Sec 5.5.3.E.ii.)*	• 3 deciduous canopy trees or large evergreen trees per dwelling unit on the first floor. • 45 units * 3 = 135 trees • Up to 25% of requirement can be subcanopy trees • Parking lot interior and perimeter requirements may be met with multifamily unit trees.	• 131 trees are provided • 22 of those are subcanopy trees (16.8%)	• No • Yes	**1. A deficiency in the number of trees provided would require a landscape deviation.** *It would not be supported by staff.* **2. Provide all of the required trees. Two of the extra subcanopy deciduous greenbelt trees could be reclassified as multifamily unit trees and there is plenty of room for two more on the site.**

Item	Required	Proposed	Meets Code	Comments
Interior Street Landscaping	• 1 deciduous canopy tree along interior roads for every 35 lf (both sides), excluding driveways, interior roads adjacent to public rights-of-way and parking entry drives. • Trees in boulevard islands do not count toward street tree requirement • 505/35 = 14 trees	13 trees	No	**1.** The provision of interior drive trees has been vastly improved. **2. Please add one more to remove the need for a landscape deviation. It can be placed south of one of the parking bays.**
Foundation Landscaping	35% of building façades facing road must be landscaped	16' width units: 52% 20' width units: 60%	Yes	
Parking Area Landscape Requirements (Zoning Sec 5.5.3.C & LDM 5)				
General requirements *(LDM 1.c)*	• Clear sight distance within parking islands • No evergreen trees	No plantings appear to block vision across parking lot islands	TBD	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	NA	TBD	
General *(Zoning Sec 5.5.3.C)*				
Parking lot Islands *(a, b. i)*	• A minimum of 200 SF to qualify • 200sf landscape space per tree planted in island. • 6" curbs • Islands minimum width 10' BOC to BOC	No islands are proposed		
Curbs and Parking stall reduction *(c)*	Parking stall can be reduced to 17' with 4" curb adjacent to a sidewalk of minimum 7 ft.	17 feet with a 7-foot-wide sidewalk	Yes	
Contiguous space limit *(i)*	Maximum of 15 contiguous spaces	No bay is more than 8 spaces	Yes	
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district *(Zoning Sec 5.5.3.C.iii)*				
A = Total square footage of vehicular use areas x 7.5%	A = x SF x 7.5% = A sf	NA		Only single-sided parking areas are provided so only parking lot perimeter trees are provided,
B = Total square footage of additional	B = x SF x 1% = B sf	NA		See above

Item	Required	Proposed	Meets Code	Comments
paved vehicular use areas over 50,000 SF x 1 %				
All Categories				
C = A+B Total square footage of landscaped islands	A + B = C SF	NA		See above
D = C/200 Number of canopy trees required	C/200 = D Trees	None	Yes	
Parking Lot Perimeter Trees	• 1 Canopy tree per 35 lf • Sub-canopy trees can be used under overhead utility lines. • Perimeter within 20 feet of a building does not need to be included in the basis	3 canopy trees plus 3 evergreen trees screening the parallel spaces in the southeast corner of the site	NA	
Parking land banked	NA	None		
Miscellaneous Landscaping Requirements				
Plantings around Fire Hydrant *(d)*	• No plantings with matured height greater than 12' within 10 ft. of fire hydrants, manholes, catch basins or other utility structures. • Trees should not be planted within 5 feet of underground lines.	• Both hydrants are clear of landscaping • Tree/utility conflicts don't exist	Yes	
Landscaped area *(g)*	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Landscaping or ground covers are proposed on much of the entire site but not all	No	
Name, type and number of ground cover (LDM 1.c.(5))	As proposed on planting islands	None indicated	TBD	Please indicate groundcovers on landscape plan
Snow deposit areas *(LDM.2.q.)*	Show leave snow deposit areas on plan in locations where landscaping won't be damaged	No	No	Please show areas on landscape plan that won't damage plantings
Transformers/Utility boxes *(LDM 1.e from 1 through 5)*	• A minimum of 2 ft. separation between box and the plants • Ground cover below 4" is allowed up to pad.	No utility boxes or utility box landscaping is shown	TBD	**1.** Please show transformers and other utility boxes when their locations are determined. **2.** If box locations are

Item	Required	Proposed	Meets Code	Comments
	• No plant materials within 8 ft. from the doors			not determined by final site plans, add a note to plan stating that all utility boxes are to be landscaped per the detail. **3.** Please add an allowance of 10 shrubs per box on the plant list and label as such
Detention/Retention Basin Planting requirements *(Sec. 5.5.3.E.iv)*	• Clusters of large native shrubs shall cover 70-75% of the basin rim area at 10 ft away from the permanent water line. • Canopy trees must be located at 1 per 35lf of the pond rim 10 feet away from the permanent water level • 10" to 14" tall grass along sides of basin • Refer to wetland for basin mix • Include seed mix details on landscape plan	Underground detention is proposed so no detention basin landscaping is proposed	TBD	If above-ground detention is used, it must be landscaped per the requirements noted.
Landscape Notes and Details– Utilize City of Novi Standard Notes				
Plant List (LDM 4) – Include all cost estimates				
Quantities and sizes		Provided on plant lists	Yes	
Root type		Provided on plant lists	Yes	
Botanical and common names	• At least 50% of plant species used, not including seed mixes or woodland replacement trees, must be species native to Michigan. • The non-woodland replacement tree diversity must meet the standards of the Landscape Design Manual section 4.	Per the plant list on Sheet L-9: • 15 of 30 species used (50%) are native to Michigan • The tree diversity meets the LDM requirements	• Yes • Yes	Please provide at least two more native species to meet the requirement and provide some wiggle room if contractors can't locate the native species on the plans.
Type and amount of lawn		No	No	Need for final site plan

Item	Required	Proposed	Meets Code	Comments
Cost estimate (LDM 2.t)	For all new plantings, mulch and sod as listed on the plan	Yes	No	Please use these standard costs • Deciduous canopy tree: $400 ea • Large evergreen trees: $375 ea • Subcanopy trees: $375 ea • Shrubs: $50 ea • Grasses/perennials: $15 ea • Sod: $6/syd • Seed: $3/syd • Mulch: $35/cyd
Planting Details/Info (LDM 2.i) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Multi-stem tree		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys	Wood stakes, fabric guys.	Yes	Yes	
Cross-Section of Berms (LDM 2.j)				
Slope, height and width	• Label contour lines • Maximum 33% slope • Constructed of loam • 6" top layer of topsoil	No		
Type of Ground Cover		NA		
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole, 10 feet from structures, hydrants and sanitary sewer lines, 5 feet from other underground utility lines	No overhead lines are on the site	Yes	
Walls (LDM 2.k & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	• One retaining wall is proposed in the southeast corner of the property • TW/BW elevations are provided.	Yes	
Walls greater than 3 ½ ft. should be		• A retaining wall is shown for the	Yes	An engineer will need to design the retaining

Item	Required	Proposed	Meets Code	Comments
designed and sealed by an Engineer		southeast corner of the site • Elevation ranges from 3.6' to 4.7'		wall
Notes (LDM 2.i) – Utilize City of Novi Standard Details				
Installation date *(LDM 2.l. & Zoning Sec 5.5.5.B)*	• Provide intended date • Between Mar 15 – Nov 15	Between Mar 15 and November 15	Yes	
Maintenance & Statement of intent *(LDM 2.m & Zoning Sec 5.5.6)*	• Include statement of intent to install and guarantee all materials for 2 years. • Include a minimum one cultivation in June, July and August for the 2-year warranty period.	Yes	Yes	
Plant source *(LDM 2.n & LDM 3.a.(2))*	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
Establishment period *(Zoning Sec 5.5.6.B)*	**2 yr. Guarantee**	Yes	Yes	
Approval of substitutions. *(Zoning Sec 5.5.5.E)*	City must approve any substitutions in writing prior to installation.	Yes	Yes	
Miscellaneous Landscape Requirements (LDM 3)				
General Conditions *(LDM 3.a)*	Plant materials shall not be planted within 4 ft. of property line	Yes	Yes	
Irrigation plan *(LDM 2.s.)*	A fully automatic irrigation system and a method of draining is required with Final Site Plan	No		**1.** Please add an irrigation plan or information as to how plants will be watered sufficiently for establishment and long- term survival. **2.** The plan should meet the requirements listed at the end of this chart. **3.** If xeriscaping is used, please provide information about plantings included.
Other information *(LDM 2.u)*	Required by Planning Commission	NA		
Landscape tree credit *(LDM11.b.(d))*	• Substitutions to landscape standards for preserved canopy trees outside	None shown		

Item	Required	Proposed	Meets Code	Comments
	woodlands/ wetlands should be approved by LA. • Refer to Landscape tree Credit Chart in LDM			
Plant Sizes for ROW, Woodland replacement and others *(LDM 11.b)*	• Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. • Refer to LDM section 11.b for more details	On plant list		
Plant size credit *(LDM11.b)*	NA	None taken		
Prohibited Plants *(LDM 11.b)*	Do not use any plants on the Prohibited Species List	No prohibited plant species are used	Yes	
Recommended trees for planting under overhead utilities *(LDM 3.e)*	Label the distance from the overhead utilities	A note indicates that there will not be any overhead lines on the site	Yes	
Collected or Transplanted trees *(LDM 3.f)*		None indicated		
Nonliving Durable Material: Mulch *(LDM 4)*	• Trees shall be mulched to 3" depth and shrubs, groundcovers to 2" depth • Specify natural color, finely shredded hardwood bark mulch. • Include in cost estimate. • Refer to section for additional information	No		

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.

Irrigation System Requirements
1. Any booster pump installed to connect the project's irrigation system to an existing irrigation system must be downstream of the RPZ.
2. The RPZ must be installed in accordance with the 2015 Michigan Plumbing Code.
3. The RPZ must be installed in accordance with the manufacture installation instructions for winterization that includes drain ports and blowout ports.

4. The RPZ must be installed a minimum of 12-inches above FINISHED grade.
5. Attached is a handout that addresses winterization installation requirements to assist with this.
6. A plumbing permit is required.
7. The assembly must be tested after installation with results recorded on the City of Novi test report form.

WETLAND REVIEW

merjent

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1 Main Street SE ▪ Suite 300 ▪ Minneapolis, Minnesota ▪ 55414

June 7, 2024

Lindsay Bell
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Submitted electronically to lbell@cityofnovi.org

Re: Sakura East PRO Wetland Setback PSP Review (JZ23-41)

Dear Lindsay,

Merjent, Inc. (Merjent) has conducted a preliminary site plan (PSP) review of the proposed Sakura East Planned Rezoning Overlay (PRO) project (Project), which is located south of 11 Mile Road, east of Town Center Drive, North of Grand River Avenue, and west of Meadowbrook Road in Section 23 of the City of Novi (Parcel Nos. 50-22-23-226-021 and 50-22-23-226-022; site). The PSP was prepared by the PEA Group (PEA) on behalf of Robertson Brothers Homes (Applicant) and is dated May 13, 2024. Merjent reviewed the plan for conformance with the City of Novi's (City) Wetlands and Watercourse Protection Ordinance, Chapter 12 Article V. The site contains a mapped City-regulated wetland (**Figure 1**).

A Project Wetland Boundary Verification was conducted by the Mannik and Smith Group (MSG) and was submitted to the City on November 8, 2023. Merjent performed the PSP review in accordance with the results of the Wetland Boundary Verification and the City's Wetlands and Watercourse Protection Ordinance.

Wetlands

Wetland Recommendation: Merjent **recommends approval** of the Sakura East PRO with requested revisions in the comments provided below.

Upon review of published resources, the Site appears to contain or immediately borders:

- ☒ City-regulated wetland(s), as identified on the City of Novi interactive map website. Note that both wetland and property limits depicted on the City's map are considered approximations (**Figure 1**).
- ☒ Wetlands that are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- ☐ Wetlands as identified on National Wetland Inventory (NWI) and Michigan Resource Inventory System (MIRIS) maps, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment A**). NWI and MIRIS wetlands are identified by the associated governmental bodies' interpretation of topographic data and aerial photographs.
- ☐ Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment A**).

Merjent conducted a site visit on June 5, 2024 and observed conditions on-site consistent with the provided PSP; one wetland was delineated on-site (Wetland 1) and portions of the wetland were modified in accordance with the November 8, 2023 Wetland Boundary Verification.

Permits and Regulatory Status

The City of Novi Code of Ordinances, Chapter 12, Article V defines an essential wetland as meeting one or more of the criteria listed in subsections 12-174(b)(1) through (10). Due to the Wetland containing evidence of wildlife habitat and stormwater storage, Merjent concurs with MSG's determination that the on-site Wetland is a City of Novi Essential Wetland. However, no impacts are proposed to the on-site Wetland.

Based on the provided PSP, the following wetland-related items will be required for this project:

Item	Required/Not Required*
Wetland Permit (specify Non-minor or Minor)	Not Required
Wetland Mitigation	Not Required
Environmental Enhancement Plan	Not Required
Wetland Buffer Authorization	Required
EGLE Wetland Permit	Not Required[+]
Wetland Conservation Easement	Not Required

*Based on site plan dated rev. 5/13/2024
[+]EGLE holds final jurisdiction/determination over wetlands and permits within wetlands within the State of Michigan.

Wetland Review Comments

1. As stated above, Merjent conducted a site visit on May 15, 2024. In the November 8, 2023 review, MSG requested that the wetland boundary be expanded to include trees 423, 424, 436, and 437. Merjent concurs with MSG's recommendation and drawing P-3 displays a modified wetland boundary encompassing trees 436 and 437. However, the flagging on-site nor the provided PSP appear to encompass trees 423 and 424.
    a. During Merjent's June 5, 2024 site visit, trees 423 and 424 appeared to contain primary indicators of wetland hydrology. Per MSG's original request, and Merjent's concurrence, the wetland boundary should be expanded in the northwest portion to include trees 423 and 424. This will likely not cause any additional wetland impacts but may cause additional impacts within the 25-foot wetland setback (see additional information below).
    b. Photographs of the altered wetland boundary and requested wetland boundary alteration are provided in **Attachment B**.

2. In addition to wetlands, the City of Novi regulates wetland and watercourse buffers/setbacks. Article 3.0 (Section 3.6 [M]) of the Zoning Ordinance, states: "There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses". The established wetland and watercourse buffer/setback limit is 25 horizontal feet, regardless of grade change. The location and area of affected wetland buffers/setbacks must be identified on site development plans.
    a. An in-depth explanation of the need for a Wetland and Watercourse Setback can be found on page 3-67 of the City of Novi Zoning Ordinance.
    b. No impacts are proposed to the on-site Wetland. However, impacts appear to be proposed to the 25-foot Wetland Setback. Sheet P-2 shows a small portion of concrete sidewalk will be

placed within the 25-foot Wetland Setback. Additionally, Sheet P-3 shows proposed contours (between 903-906 feet above mean sea level) will occur within the 25-foot Wetland Setback.

c. The site plan should be modified to include the following information:
    - Total amount of fill (square feet and cubic yards), type of fill (sidewalk and site grading), and reasoning for fill proposed within the setback area.
    - Differentiation of permanent vs. temporary setback impacts.
    - Verification of wetland protection. I.e., protective fencing or another protection method should be displayed to ensure that the proposed grading will not be located within the boundary of the wetland.
    - The setback area should be identified with a unique symbol on the PSP. The permanent/temporary natural features setback impacts should be identified on applicable sheets with a unique symbol/identifier (hatching, unique color, etc.).
    - Restoration techniques of the setback area. Sheet L-3 displays seven proposed *Quercus rubra* trees will be planted within the setback area. An explanation should be provided with the type of erosion prevention that will be used to restore the setback area and prevent excess sedimentation within the wetland upon construction completion.

d. Prior to final approval, a Wetland Buffer Authorization will need to be written for this Project.

3. The City of Novi requires the boundary lines of any watercourses or wetlands on the Site to be clearly flagged or staked and such flagging/staking shall remain in place throughout the conduct of permit activity (Section 12-172). The original flagging from the delineation was still visible and present during the site visit. As noted in Comment One above, the northwestern boundary of the wetland should be modified, per MSG's original review. Pending the proposed construction timeline, the wetlands should be marked or identified for avoidance in the field if original flagging is removed or has deteriorated.

Should you have any questions or concerns with this review, please contact me via email at jason.demoss@merjent.com or via phone at (619) 944-3835.

Sincerely,

Merjent, Inc.

Jason DeMoss, PWS
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Wetlands Map
Attachment A – Wetland Resource Documents
Attachment B – Site Photographs

CC:
Diana Shanahan, City of Novi, dshanahan@cityofnovi.org
Rick Meader, City of Novi, rmeader@cityofnovi.org
Barbara McBeth, City of Novi, bmcbeth@cityofnovi.org

Robb Roos, Merjent, robb.roos@merjent.com

Figure 1. City of Novi Regulated Wetlands Map
Approximate parcel boundary is shown in red.
(Approximate) Regulated Wetland areas are shown in turquoise.

Attachment A
Wetland Resource Documents

Wetlands Map Viewer

June 6, 2024

Part 303 Final Wetlands Inventory

- Wetlands as identified on NWI and MIRIS maps
- Soil areas which include wetland soils
- Wetlands as identified on NWI and MIRIS maps and soil areas which include wetland soils

National Wetlands Inventory 2005

- Freshwater Emergent Wetland
- Freshwater Pond
- Riverine

1:2,393

0 0.02 0.04 0.08 mi

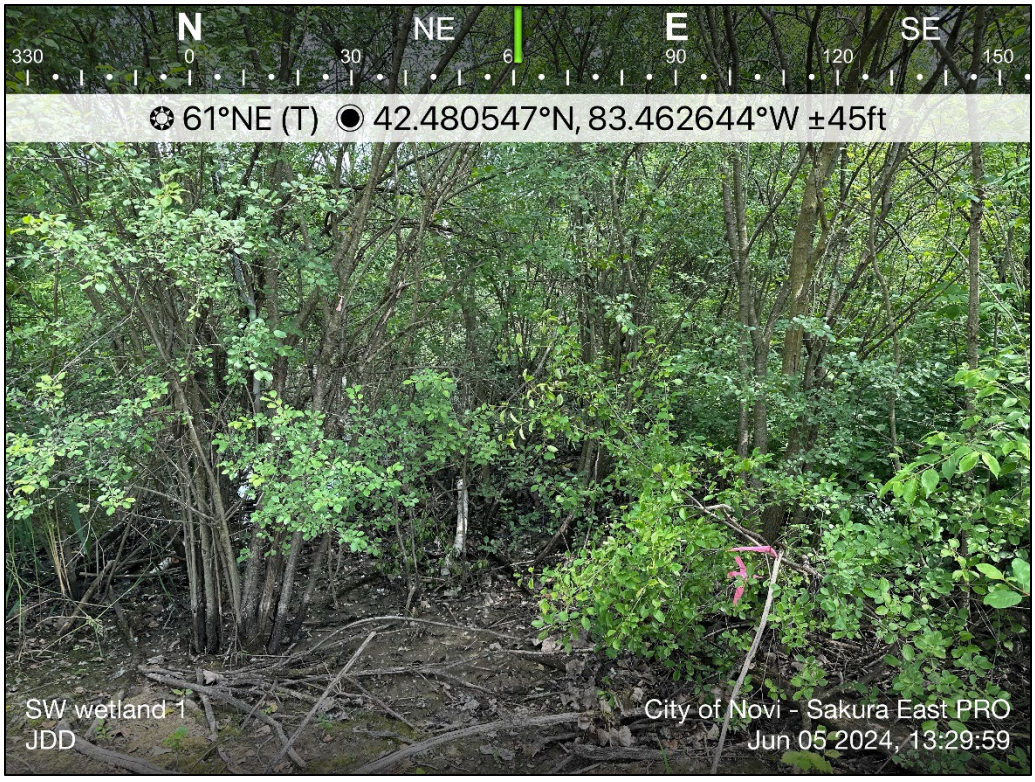
0 0.03 0.06 0.12 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Disclaimer: This map is not intended to be used to determine the specific

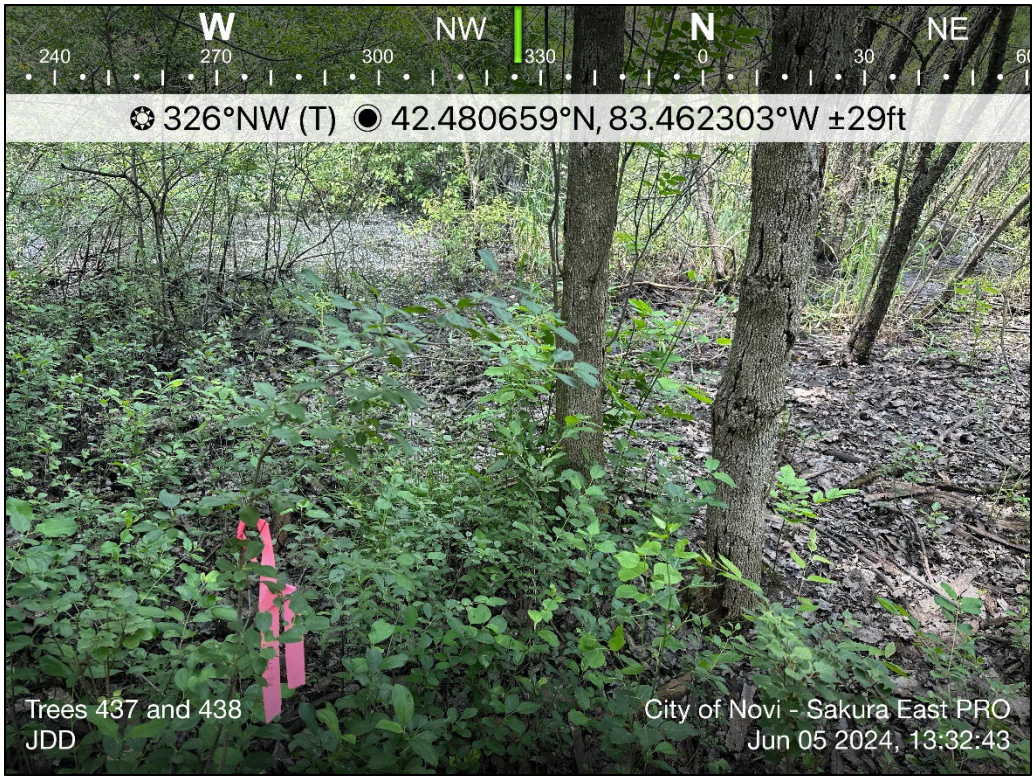
Oblique-angle aerial imagery of the site showing inundation in the southwest corner of the site.

Attachment B
Site Photographs



Overview of the southwestern portion of Wetland 1.

Overview of Trees 423 and 424. Note the pink flagging in the background behind the two trees.



Overview of Trees 436 and 437 with the adjusted pink flagging.

Water marks and water stained leaves around Tree 424 (primary indicators of wetland hydrology).

Overview of a northern flag of Wetland 1 – flag WL R1.2.

TRAFFIC REVIEW

AECOM
39575 Lewis Dr
Novi
MI, 48377
USA
aecom.com

Project name:
JSP23-26 – Sakura East Initial PRO Concept Traffic Review

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

From:
AECOM

Date:
October 31, 2023

CC:
Lindsay Bell, James Hill, Ian Hogg, Heather Zeigler, Humna Anjum, Diana Shanahan, Adam Yako

Memo

Subject: JSP23-26 – Sakura East Initial PRO Concept Traffic Review

The initial PRO concept site plan was reviewed to the level of detail provided and AECOM recommends **approval** for the applicant to move forward as long as the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, Robertson Brothers Homes, is proposing 52, three-story rental townhomes on the east side of the proposed Sakura Way development (JSP22-09).
2. The development is located on the south side of Eleven Mile road, north of Grand River Avenue. Eleven Mile Road is under the jurisdiction of the City of Novi.
3. The site is zoned I-1 (Light Industrial) and the applicant is requesting a PRO for TC-1 (Town Center-1), as granted for Sakura Way.
4. There are no traffic related deviations required at this time.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as follows.

   ITE Code: 220 – Multifamily Housing (Low-Rise)
   Development-specific Quantity: 52 Dwelling Units
   Zoning Change: I-1 to TC-1 PRO

Trip Generation Summary	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	39	16	100	No
PM Peak-Hour Trips	27	17	100	No
Daily (One-Directional) Trips	409	N/A	750	No

2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	**Justification**
Rezoning Traffic Impact Study (RTIS)	Proposed rezoning from I-1 to TC-1. The RTIS is submitted along with this traffic review, reviewed, and approved. Conclusion of RTIS: The results of the trip generation comparison indicate that the proposed PRO (52 townhomes) will generate less trips compared to the various build uses (General light industrial, manufacturing, general offices, and medical-dental offices) permitted under the existing zoning.

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
1	Driveway Radii | O Figure IX.3	Not indicated	**Inconclusive**	Provide in future submittals.
2	Driveway Width | O Figure IX.3	24'	Met	Within range.
3	Driveway Taper | O Figure IX.11			
3a	Taper length	N/A	-	
3b	Tangent	N/A	-	
4	Emergency Access | O 11-194.a.19	2 access points	**Partially Met**	Show emergency access gate details in future submittals.
5	Driveway sight distance | O Figure VIII-E	600'	Met	
6	Driveway spacing			
6a	Same-side | O 11.216.d.1.d	256' and 282'	Met	
6b	Opposite side | O 11.216.d.1.e	282'	Met	
7	External coordination (Road agency)	N/A	-	
8	External Sidewalk | Master Plan & EDM	Existing walk	Met	
9	Sidewalk Ramps | EDM 7.4 & R-28-J	Not indicated	**Inconclusive**	Indicate ramps at sidewalk along entrance.
10	Any Other Comments:			

INTERNAL SITE OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
11	Loading zone | ZO 5.4	N/A	-	
12	Trash receptacle | ZO 5.4.4	Curbside pickup, no dumpsters	Met	
13	Emergency Vehicle Access	Turning movements not provided	**Inconclusive**	Provide turning movements to show emergency vehicle access.
14	Maneuvering Lane | ZO 5.3.2	24’	Met	
15	End islands | ZO 5.3.12			
15a	Adjacent to a travel way	Not dimensioned	**Inconclusive**	Provide dimensions of end islands in future submittals.
15b	Internal to parking bays	N/A	-	
16	Parking spaces | ZO 5.2.12	19 as well as spaces in and in front of each garage		See Planning review letter.
17	Adjacent parking spaces | ZO 5.5.3.C.ii.i	<15 spaces in all parking bays	Met	
18	Parking space length | ZO 5.3.2	18’ and 23’ parallelt	**Partially Met**	17’ standard space length measured to face-of-curb/walk with 4” height.
19	Parking space Width | ZO 5.3.2	8’ and 9’	**Partially Met**	Label width of parallel parking spaces.
20	Parking space front curb height | ZO 5.3.2	4”	Met	
21	Accessible parking – number | ADA	1	Met	
22	Accessible parking – size | ADA	8’ with 8’ aisle	Met	
23	Number of Van-accessible space | ADA	1	Met	
24	Bicycle parking			
24a	Requirement | ZO 5.16.1	10 listed in table	Met	10 spaces required for 52 units.
24b	Location | ZO 5.16.1	Not indicated	**Inconclusive**	Split between buildings, with a minimum of 2 per location.
24c	Clear path from Street | ZO 5.16.1	Not indicated	**Inconclusive**	Provide a 6’ clear path with ramps from every bike parking location to adjacent facilities.
24d	Height of rack | ZO 5.16.5.B	Not indicated	**Inconclusive**	Provide 3’ tall loop racks.
24e	Other (Covered / Layout) | ZO 5.16.1			
25	Sidewalk – min 5’ wide | Master Plan	5’ and 7’ in front of parking	Met	
26	Sidewalk ramps | EDM 7.4 & R-28-J	Indicated	Met	Include MDOT sidewalk ramp standard plan R-28 in future submittals.

INTERNAL SITE OPERATIONS				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
27	Sidewalk – distance back of curb | EDM 7.4	Not indicated	**Inconclusive**	Provide in future submittals.
28	Cul-De-Sac | O Figure VIII-F	N/A	-	
29	EyeBrow | O Figure VIII-G	N/A	-	
30	Turnaround | ZO 5.10	Not idimensioned	**Inconclusive**	Provide dimensions in future submittals.
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	**Item**	**Proposed**	**Compliance**	**Remarks**
32	Signing: Sizes | MMUTCD	Some indicated	**Partially Met**	Provide sizes for all proposed signs in future submittals.
33	Signing table: quantities and sizes	Indicated	**Partially Met**	Include sign sizes and MMUTCD sign code in table. The quantities do not match what is shown on the site plan.
34	Signs 12” x 18” or smaller in size shall be mounted on a galvanized 2 lb. U-channel post | MMUTCD	Indicated	Met	
35	Signs greater than 12” x 18” shall be mounted on a galvanized 3 lb. or greater U-channel post | MMUTCD	Indicated	Met	
36	Sign bottom height of 7’ from final grade | MMUTCD	Indicated	Met	
37	Signing shall be placed 2’ from the face of the curb or edge of the nearest sidewalk to the near edge of the sign | MMUTCD	Indicated	Met	
38	FHWA Standard Alphabet series used for all sign language | MMUTCD	Indicated	Met	
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity | MMUTCD	Indicated	Met	
40	Parking space striping notes	Indicated	Met	
41	The international symbol for accessibility pavement markings | ADA	Not indicated	**Inconclusive**	Provide detail in future submittals.
42	Crosswalk pavement marking detail	Indicated	Met	
43	Any Other Comments:	**Review locations of crosswalk signs, only shown in one direction.**		

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

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

Sincerely,

AECOM

Paula K. Johnson, PE
Senior Transportation Engineer

Saumil Shah, PMP
Project Manager

FAÇADE REVIEW

DRN & ASSOCIATES, ARCHITECTS, PC
Phone: (248) 880-6523
E-Mail: dnecci@drnarchitects.com
Web: drnarchitects.com
50850 Applebrooke Dr., Northville, MI 48167

October 31, 2023

Façade Review Status Summary:
Approved - Section 9 Waiver Recommended

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

Re: FACADE ORDINANCE REVIEW - **Initial PRO Concept**
Sakura East (Residential Units), JSP23-26
Façade Region: 1, Zoning District: OSC & OS-1,

Dear Ms. McBeth;
The following Facade Review is based on the drawings dated 5/24/23 by 4545 Architecture for the "Matsu Split-Level" Townhomes, and the drawings dated 2/27/23 by Brian Neeper Architects for the "100 Series" Townhomes. The maximum and minimum percentage of façade materials required by the Ordinance is shown in the right-hand column. Materials in non-compliance, if any, are highlighted in red. The Sample Board required by Section 5.15.4.D of the Ordinance was provided in the form an 8.5"x11" colored illustration.

Matsu, Split-Level Townhomes Typical 5-Unit Building	Front	Rear	Right	Left	Ordinance Maximum (Minimum)
Brick	**26%**	33%	39%	39%	100% (30% Min)
Cement Fiber Siding (Footnotes 10 & 13)	44%	25%	**58%**	**58%**	50%
Asphalt Shingles (Footnote 14)	26%	32%	0%	0%	50%
Trim	4%	10%	3%	3%	15%

100 Series Townhomes Typical 5-Unit Building	Front	Rear	Right	Left	Ordinance Maximum (Minimum)
Brick	36%	42%	55%	55%	100% (30% Min)
Cement Fiber Siding (Footnotes 10 & 13)	39%	30%	41%	41%	50%
Asphalt Shingles (Footnote 14)	15%	22%	0%	0%	50%
Trim	10%	6%	4%	4%	15%

Façade Ordinance Section 5.15 - As shown above the percentage of Brick is below the minimum amount required on the front façade and the percentage of Cement Fiber Siding exceeds the maximum amount allowed on the right and left facades of the Matsu Split-Level Townhomes. In this case the deviations are minor in nature and do not adversely affect the aesthetic quality of the building. A Section 9 Waiver is therefore recommended for the underage of Brick (4%) and overage of Cement Fiber Siding (8%). The 100-Series Townhomes are in full compliance with the Façade Ordinance.

Notes to the Applicant:

1. Inspections – The 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 review, please do not hesitate to call.

Sincerely,
DRN & Architects PC

Douglas R. Necci, AIA

FIRE REVIEW

CITY COUNCIL

Mayor
Justin Fischer

Mayor Pro Tem
Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager
Victor Cardenas

Director of Public Safety
Chief of Police
Erick W. Zinser

Fire Chief
John B. Martin

Assistant Chief of Police
Scott R. Baetens

Assistant Fire Chief
Todd Seog

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

cityofnovi.org

June 3, 2024

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
James Hill – Plan Review Center
Heather Zeigler – Plan Review Center
Dan Commer – Plan Review Center
Diana Shanahan – Planning Assistant

RE: Sakura East

JZ23-41
JSP23-26
PreApp #23-0013

Project Description:
Build a 10 building multi-tenant family structures off Eleven Mile Rd.

Comments:

- **All** fire hydrants **MUST** be installed and operational prior to any combustible material is brought on site. **IFC 2015 3312.1**
- For new buildings and existing buildings, you **MUST** comply with the International Fire Code Section 510 for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.
- 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))***
- **Corrected 6/3/24 KSP-** All fire apparatus access roads (public and private) with a dead-end drive in excess of one hundred fifty (150) feet shall be designed with a turn-around designed in accordance with Figure VIII-I or a cul-de-sac designed in accordance with Figure VIII-F. ***(D.C.S. Sec 11-194 (a)(20))***
- All new multi-residential buildings shall be numbered. Each number shall be a minimum 10 inches high, 1 inch wide and be posted at least 15 feet above the ground on the building where readily visible from the street. ***(Fire Prevention Ord.)***
- For interior fire protection systems a separate fire protection line shall be provided in addition to a domestic service for each building. Individual shutoff valves for interior fire protection shall be by post indicator valve (P.I.V.) or by valve in well and shall be provided within a public water main easement. ***(D.C.S. Sec.11-68(a)(9))***

- Fire hydrant spacing shall be measured as "hose laying distance" from fire apparatus. Hose laying distance is the distance the fire apparatus travels along improved access routes between hydrants or from a hydrant to a structure.
- No part of a commercial, industrial, or multiple residential area shall be more than 300 feet from a hydrant. ***(D.C.S. Sec. 11-68 (f)(1)c.1)***
- **Corrected 6/3/24 KSP-** Hydrants shall be spaced approximately three hundred (300) feet apart online in commercial, industrial, and multiple-residential areas. In cases where the buildings within developments are fully fire suppressed, hydrants shall be no more than five hundred (500) feet apart. The spacing of hydrants around commercial and/or industrial developments shall be considered as individual cases where special circumstances exist upon consultation with the fire chief. ***(D.C.S. Sec. 11-68 (f)(1)c)***
- Fire department connections shall be located on the street side of buildings, fully visible and recognizable from the street or nearest point of fire department vehicle access or as otherwise approved by the code official. ***(International Fire Code 912.2.1)***
- Prior to construction above the foundation of all multi-residential buildings and single-family dwellings, all roads are to be paved. Note this on all plans.
- **Corrected 6/3/24 KSP-** Watermains, their sizes and fire hydrants shall be put on a site plan for review.

Recommendation:

Approved with Conditions

Sincerely,

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

cc: file

APPLICANT RESPONSE LETTERS

October 11, 2024

Sakura East
Landscape Deviation Response Letter

Dear Lindsay Bell,

Land Design Studio has received the Planning Review Report, dated August 28, 24, and the Landscape Review Letter, dated August 22, 2024, both related to the Sakura East PRO, project number JZ23-41. Within both letters can be found a list of three required deviations related to the landscape plan specifically. Please see the following discourse for a summary of the required deviations and our response of how they are being attended to.

Landscape Deviation 1: Landscape Screening

- Landscaping deviation from Section 5.5.3.B.ii and iii for the lack of a berm between the site and adjacent industrial properties. This deviation is supported by Staff as the applicant has provided evergreen trees and arborvitaes for screening, as well as a fence along the southern property line.
- **Response**: As stated above, this particular deviation is supported by Staff. The Development Team has worked closely with Lindsay Bell and Rick Meader to ensure that a satisfactory level of screening was achieved along both the southern and eastern property lines.

Landscape Deviation 2: Multifamily Unit Trees

- Landscape waiver from Section 5.5.3.F.iii for deficiency in multifamily unit trees (approximately 131 provided, 135 required). This deviation is not supported by Staff, and could be reduced by shifting some of the required trees or reclassifying.
- **Response:** The Development Team had a quick meeting with Lindsay Bell and Rick Meader, during which it was discussed using *Arborvitae* as acceptable multifamily unit trees at a ratio of 6 *Arborvitae* to 1 multifamily unit tree. There are 24 *Arborvitae* proposed along the eastern property line in four clusters of six. At the 6:1 ratio, this accounts for the 4 missing trees, bringing the proposed multifamily unit trees into compliance.

Landscape Deviation 3: Interior Drive Trees

- Landscape waiver from Section 5.5.3.F.iii for a deficiency in interior drive trees (13 provided, 14 required). This deviation is not supported by Staff, and could be eliminated by adding one more tree along the drive or next to the parking bays.
- **Response:** The Land Design Studio team is confident that trees can be shifted around to accommodate one additional tree, bringing the Interior Drive Trees into compliance.

Thank you for your consideration of the project and we hope the above explanations meet with your approval.

Sincerely,

Eric James, Landscape Architect

PEA GROUP

1849 Pond Run
Auburn Hills, MI 48326

844.813.2949
peagroup.com

July 30, 2024
PEA Project No: 2018-033B

Lindsay Bell
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

RE: Plan Review Center Report 1
Sakura East

Dear Ms. Bell:

This office is in receipt of the Plan Review Center Report dated June 13, 2024, regarding the subject development. We have revised the plans accordingly. Please note the following plan changes and clarifications in response to the reviews:

Planning Review:

- Additional parking space dimensions were added to the plan to verify conformance to code.
- Parking end islands reduced in length, and more dimensions added to verify conformance.
- Dimensions for ADA spaces have been provided.
- Location of monument sign on the Preliminary Site Plan.

Engineering Review:
General

1. The current zoning for this site is I-1, under the light industrial zoning the permitted uses are office buildings, medical offices, industrial offices. Based on other sites in the city that are zoned I-1 and are a similar size the approximate building size that could be built will be around 40,000 square feet with approximately 190 parking spaces (if 80% of the building is leasable space). The approximate REU's for this site under the existing zoning will be approximately 21. The applicant has proposed town center one zoning for this site, and with a total of 45 units their approximate REU's for the site will be 45. The difference in REU's is not a concern since this development will connect into the Lower Pressure District. No negative impacts on public utilities are expected with this proposed zoning change.
    - **Noted**.

2. Provide sight distance measurements for the Eleven Mile Road entrance in accordance with Figure VIII-E of the Design and Construction Standards, Chapter 11 of the City of Novi Code of Ordinances.
   - **Site distance measurements have been added to the site plan per the ordinance.**
3. Existing highway easement on-site only covers the western parcel, ROW dedication will be needed for the parcel to the east.
   - **There is a 43' highway easement on both parcels. Similar to the Sakura Novi development to the west, a 35' proposed ROW shown on plans.**
4. Provide a traffic control sign table listing the quantities of each permanent sign type proposed for the development.
   - **Quantities added to the sign legend on sheet P-2.**

Water Main

Additional details shall be required at time of site plan submittal.

5. A tapping sleeve, valve and well is required at the connection to the existing water main.
   - **Connection note has been updated to call out tapping sleeve, valve, and well.**
6. Provide water main modeling calculations demonstrating that the required water supply of 3,000 GPM will be available.
   - **This will be provided during Construction Drawings.**
7. Per current EGLE requirement, provide a profile for all proposed water main 8- inch and larger.
   - **This will be provided during Construction Drawings.**
8. 6-inch hydrant leads are allowed for leads less than or equal to 25 feet in length. 8-inch leads are required for leads greater than 25 feet in length.
   - **Noted.**

Sanitary Sewer

Additional details shall be required at time of site plan submittal.

9. Show 20-foot-wide easement around proposed 8-inch sanitary sewer.
   - **Easements, including the 20' sanitary sewer easement shown on sheet P-4.1.**
10. Peaking Factor for Sanitary Basis of design should be 4.0.
    - **Peaking factor changed as requested.**
11. Connection to the off-site sanitary sewer should be moved to avoid any conflict with the existing hydrant off-site.
    - **Off-site sanitary connection has been revised to avoid the existing hydrant.**
12. Section 11-164 (g)-4 states the maximum length of a sanitary sewer lead shall not exceed 100-feet unless otherwise approved. Extend Sanitary Sewer so that leads are not more than 100-feet long or provide clean-outs every 100-feet.
    - **No sanitary sewer lead as shown exceeds 100 feet.**
13. Note on the construction materials table that 6-inch sanitary leads shall be a minimum SDR 23.5, and mains shall be SDR 26.
    - **Material notes will be provided with Construction Drawings.**
14. Provide a note on the Utility Plan and sanitary profile stating the sanitary leads will be buried at least 5 feet deep where under the influence of pavement.
    - **This will be provided during Construction Drawings.**

Storm Sewer

Additional details shall be required at time of site plan submittal.

15. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. 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.
    - **This will be provided during Construction Drawings.**
16. Provide a four-foot-deep sump and an oil/gas separator in the last storm structure prior to discharge off- site/to the storm water basin.
    - **Environmental manhole called out on the utility plan as requested.**
17. Illustrate all pipes intersecting storm structures on the storm profiles.
    - **Profiles will be provided during Construction Drawings.**
18. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.
    - **Note added to plan calling out proposed frame and cover. Full structure schedule will be provided during Construction Drawings.**
19. Show and label all roof conductors and show where they tie into the storm sewer.
    - **Storm downspouts and storm leads have been added to the utility plan as requested.**

Storm Water Management Plan

20. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual.
21. Provide calculations verifying the post-development runoff rate directed to the proposed receiving drainage course does not exceed the pre-development runoff rate for the site.
22. The SWMP must address the discharge of storm water off-site, and evidence of its adequacy must be provided. This should be done by comparing pre- and post-development discharge rates. The area being used for this off-site discharge should be delineated and the ultimate location of discharge shown.
23. As part of the Storm Drainage Facility Maintenance Easement Agreement, provide an access easement for maintenance over the storm water detention system and the pretreatment structures. Also, include an access easement to the detention area from the public road right-of-way.
24. Provide a soil boring in the vicinity of the underground detention systems to determine soil conditions and to establish the high-water elevation of the groundwater table. Note the bottom of the detention facility must be a minimum of three (3) feet above the groundwater elevation. Soil borings must be provided with Preliminary Site Plan Submittal.
25. Provide the overland routing that would occur in the event the underground system cannot accept flow. This route shall be directed to a recognized drainage course or drainage system. This will need to be provided for both of the underground detention systems.
26. Provide an underdrain along the downstream side of the underground detention system which is tied into a manhole as a means of secondary storm water conveyance to the outlet.

27. Provide a table or note addressing the required bedding depth vs. bearing capacity of the underlying soils in the vicinity of the underground detention system per the manufacturer's specifications.
28. Provide a note on the plans stating the City's inspecting engineers shall verify the bearing capacity of the native soils to verify an adequate bedding depth is provided.
29. Indicate the assumed porosity of the aggregate. The volume calculations shall consider only 85-percent of that volume as available for storage to account for sediment accumulation in the aggregate.
30. Provide an isolator row in the underground detention system in addition to the swirl concentrator chamber. Contact the Engineering Division for further information.
31. Provide inspection ports throughout the underground detention system at the midpoint of all storage rows. Also, include an additional inspection port in the center of the header and footer. Two inspection ports should be located along the isolator row.
32. The underground storage system shall include 4-foot diameter manholes at one end of each row for maintenance access purposes.
33. Provide critical elevations (low water, first flush, bank full, 100-year, and pavement elevation) for the detention system. Also, provide a cross-section for the underground detention system. Ensure that there is at least 1 foot of freeboard between the 100-year elevation and the subgrade elevation beneath the pavement.

- **A Storm Water Management Plan will be provided during Construction Drawings.**

Paving & Grading

34. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
    - **Material notes will be provided with Construction Drawings.**
35. Pavement cross-sections should match city standard or refer to city standard.
    - **Asphalt callout revised to refer to city standards.**
36. Provide a note on the plan stating that the emergency access gate is to be installed and closed prior to the issuance of the first building permit in the subdivision.
    - **EVA gate note revised to call out requirements prior to issuance of building permit.**
37. Label specific ramp locations on the plans where the detectable warning surface is to be installed.
    - **Ramps and detectible warning will be added to the Construction Drawings.**
38. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.
    - **Noted.**
39. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.
    - **More detailed grading to be provided during Construction Drawings. Proposed curb heights added to grading plan for clarification.**
40. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4- inches high (rather than the standard 6-inch height to be provided adjacent to 19-foot stalls). Additionally, 2-foot overhang should be provided adjacent to 17- foot parking stalls (show 2-foot overhang on paving sheets).
    - **Curbing will be reduced to 4" adjacent to parking stalls. 2 foot overhangs are shown on the Site Plan.**

Off-Site Easements

41. An off-site temporary construction easement will be required for the connection to the water main and sanitary sewer.
    - **Noted.**
42. Off-site sanitary sewer easement will be required for the off-site sanitary sewer connection.
    - **Noted.**
43. Emergency Access Easement shall be required for the connection to the parking lot on the east side of the development.
    - **Noted**.

If you should have any questions or require any additional information, please feel free to contact this office.

Sincerely,

PEA Group

John B. Thompson, PE
Senior Project Manager

The following are responses to the comments received from staff June 13, 2024:

Landscape Deviations that are Required for the Proposed Layout

- Insufficient screening between site and surrounding I-1 property
  Response: Revisions to the landscape plan have been made to accommodate additional screening techniques along the eastern and southern property boundaries. Along the east, large evergreen trees have been arranged amongst hedges of tightly planted *Arborvitae*. Between the two, an evergreen hedge is created that will provide an opaque buffer between the residential project and the neighboring I-1. Along the south, a 6' ht. wooden screen fence is proposed along the flat portion at the top of the slope. This is bolstered by a double row of large evergreen trees that extend beyond the fence for additional screening. Both screening methods will meet the required opacity standards for both the summer and winter seasons.

- Deficiency in multifamily unit trees provided
  Response: Additional trees have been proposed on site in a variety of locations to meet the amount of multifamily unit trees required.

- Deficiency in interior drive trees provided
  Response: Tree locations have been adjusted to meet the required quantity and locations of interior drive trees. Additionally, sidewalks have been adjusted to accommodate trees in locations suggested by Staff.

Ordinance Considerations

Adjacent to Residential – Buffer

2. The plan proposes a band of trees around most of the site. It is not clear if this will provide the required visual and audible buffering. Please show that the proposed screening will provide sufficient visual and audible screening.
Response: The single band of large evergreen trees previously proposed has been increased to a double row of triangulated large evergreen trees along the south. Additionally, a 6' ht. wooden fence is proposed along the southern property line. Along the eastern property line, large evergreen trees and tightly planted *Arborvitae* are being planted at 8' ht and will provide the proper screening.
3. The current proposal requires a landscape deviation.
Response: The landscape revisions proposed above should no longer require a deviation

Adjacent to Public Rights-of-Way – Berm/Wall, Buffer and Street Trees

3. The calculations need to be revised per the TC-1 requirements, and the correct number of either Canopy / Large Evergreen trees OR subcanopy trees must be provided. Currently the total number of trees is provided, but the ordinance requirement is not being met for canopy or subcanopy trees. Please correct the calculations as noted on the Landscape Chart and correct the plan.

Response: The landscape calculations are now using the TC-1 requirements and the plan now proposes the correct quantity of subcanopy trees.

Parking Lot Landscaping

2. See the discussion of multifamily interior roadway trees on the landscape chart and below
Response: Response will be included as part of the multifamily interior roadway trees below

Multi-family Residential Landscaping

1. Multi-family unit trees. 135 trees are required and the project is proposing too great a deficiency to be supported by Staff.
Response: The previously proposed Woodland Replacement Trees are now reclassified as multi-family unit trees. Trees have also been reorganized and additional trees are being proposed such that the project now meets the required 135 multi-family trees.
2. Interior Roadway Trees. 13 trees are required and the project is proposing too great a deficiency to be supported by Staff. Additionally, utilities and sidewalks are occupying the spaces where the interior roadway trees should be proposed. Adjust utilities and sidewalks to accommodate trees.
Response: The correct number of interior roadway trees are being proposed and are located in the desired spaces. Sidewalks have been adjusted to allow trees to be proposed in spaces desired by Staff.

Plant List

1. 15 of 29 species used (51.7%) are native to Michigan. Please add at least a couple more native species to the plan to provide some wiggle room for contractors if they can't locate all of the specified native species.
Response: The landscape revisions have resulted in the use of 18 species that are native to Michigan.

Storm Basin Landscaping

2. If above-ground detention is required, detention basin landscaping will also be required.
Response: Underground detention is still proposed at this juncture. Landscaping will be adjusted and provided if an above-ground pond becomes required.

Irrigation

1. If an irrigation system will be used, a plan for it must be provided with Final Site Plans.
Response: Plans for an irrigation system will be provided as part of the Final Site Plans.

Landscape Review Summary Chart – June 5, 2024

<u>Landscape Deviations that are Required for the Proposed Layout</u>
(See responses above)

Landscape Plan Requirements – Basic Information

- Landscape Plan. Please correct the bar scale on Sheets L-3 through L-6 to reflect the scale of the plan view – the scale label is not sufficient as it is confusing and won't be accurate if the sheet is reduced.
Response: Bar scales have been adjusted and now accurately depict the scale of the plans. North arrows have been added to the unit landscape plans for better clarity of orientation.

- Project Information. Please add the location plan and location map to the site plans and landscape plans.
Response: The requested maps have been added to the landscape plans.

Existing Conditions

- Existing plant material. Existing woodlands or wetlands. Please remove the site elements from L-7. Show the tree fencing at the actual driplines of the trees to be saved, not just the tree symbol.
Response: Site elements have been removed from the Tree Preservation Plan on Sheet L-7. Tree fence locations have not been adjusted as the existing trees are close together and the true dripline is best determined in the field.

Proposed Improvements

- Existing and proposed improvements. Please widen the area between the curbs and walks to provide room for trees.
Response: Sidewalk locations have been adjusted north of Buildings 5-8 to allow trees to be proposed in these areas.
- Existing and proposed utilities. As laid out, there is no room for the interior drive trees because utility lines pass under where the trees should be. This would require a landscape deviation. Please rework the utilities to leave room for the required trees. Please add a stating note that there are no overhead utilities on the landscape plan.
Response: Utilities have not been adjusted, but sidewalks have been revised to allow room for the required interior drive trees. The requested overhead utility note has been added to the plans.

Residential Adjacent to Non-residential

- Berm Requirements. A landscape deviation is required for the proposed screening. It is unclear if the proposed evergreen trees will provide the required visual and audible buffering between residential and I-1 zoning.
Response: See responses above under the heading "Landscape Deviations that are Required for the Proposed Layout"

ROW Landscape Screening Requirements Chart

- Canopy deciduous or large evergreen trees. Correct the calculations to use the TC-1 requirements. Provide the required trees. A landscape deviation would be required for any deficiency in landscaping provided.

Response: See below response for subcanopy deciduous trees

- Sub-canopy deciduous trees. See above – only large canopy or subcanopy trees need to be provided, not both.
Response: Calculations have been revised to use TC-1 requirements and the correct quantity of subcanopy trees are proposed along 11 Mile Road.

Multi-Family Residential

- Building Landscaping. A deficiency in the number of trees provided would require a landscape deviation. Woodland Trees should be recategorized as multi-family unit trees. Provide all required trees.
Response: The landscape plan has been revised to no longer include any Woodland Replacement Trees and now proposes the required amount of multi-family trees. No deviation should be required.
- Interior Street Landscaping. Uniquely label trees as interior street trees. Street trees must be deciduous canopy trees no more than 15 feet from the curb. Underground utilities should be moved out of the landscape strips where the trees should be.
Response: Unique symbols for all tree requirement types are used and color coded for ease of review. Interior street trees are now located within the 15' from the curb.

Parking Area Landscape Requirements

- Parking Lot Perimeter Trees. Multi-family unit canopy trees may be used to meet the parking lot perimeter requirements.
Response: Multi-family unit canopy trees are being used to meet the parking lot requirements.

Miscellaneous Landscaping Requirements

- Name, type and number of ground cover. Please indicate groundcovers on landscape plan.
Response: All areas that are not proposed to be hardscape or within a defined landscape bed shall be Lawn. Note 24 in the Landscape Notes on Sheet L-9 indicates that all Lawn areas shall be sodded.
- Snow deposit areas. Please show areas on landscape plan.
Response: Snow deposit locations shall be added to the Final Site Plans
- Transformers / Utility Boxes. Please show transformer and utility box locations when determined or add a note that all utility boxes are the be landscaped per the detail. Please add an allowance of 10 shrubs per box on eh plant list and label as such.
Response: Transformer and utility box screening shall be determined for Final Site Plan or the note will be added to plans.

Landscape Notes and Details

- Botanical and common names. Please provide at least a couple more native species to provide some wiggle room if contractors can't locate the native species on the plans.
Response: 18 native species are now proposed in the plans.

- Cost estimate. Please use $375 per large evergreen tree and subcanopy trees
Response: Unit costs have been updated on the cost estimate on Sheet L-9.

Notes

- Maintenance & Statement of intent. Please revise Landscape Note #3 to read "within three (3) months: versus "within one (1) year".
Response: Note has been revised as requested.

Miscellaneous Landscape Requirements

- General Conditions. Please add note near property lines.
Response: Notes have been added near property lines.
- Recommended trees for planting under overhead utilities. Clearly show any overhead lines on landscape plan. If there are none, add a note stating that.
Response: Requested note has been added to Sheet L-1.
- Nonliving Durable Material: Mulch. Please change Landscape Note #14 to replace peat with compost.
Response: Note has been revised as requested.

Engineering response comments are provided under separate letter.

Further, there are several changes to the plan since the concept plan submittal in response to feedback from the Planning Commission and the City Council during our public hearings, including the following updates:

- The number of units has been reduced from 52 to 45 homes
- Onsite amenities have been added to the plan
- A public refuge area on Novi's adjacent wetland complex has been proposed as a public amenity
- The onsite landscape buffers and plantings have been increased
- The wetland has been re-delineated and buildings have been moved as to not infringe on the wetland boundary

The site is laid out to front the units along 11 Mile Road, thus creating a high value design aesthetic facing the public. There will be a total of 48.5% open space provided on the site, with 12.23% of the site as usable open space area. This represents a 54% increase of the minimum requirements. Internally, guest parking spaces are provided in addition to 1 and 2 car attached garage parking spaces for each unit. Although the existing wetland at the Southwest corner is small and low quality, we are proposing to preserve it in its natural state. The density proposed of 14.5 units per acre is consistent with the density approved in

Sakura Novi as well as other nearby Novi multifamily developments. While the RM-1 density in Section 4.82.2 provides for density of 12.1 units per acre for 2-bedroom units and 9.07 for 3-bedroom units, and the TC-1 density allows for 9.075 units per acre for 2-bedroom units and 7.26 units per acre for 3-bedroom units, Section 4.82.2.B specifically provides flexibility for the Planning Commission to increase the density up to twice the allowable density when the following conditions are met:

i. That an increase in total number of rooms will not cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal, and police and fire protection to serve existing and planned uses in the area;

ii. That an increase in total number of rooms is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood;

We believe that the Sakura East proposal meets both criteria. There is adequate capacity and facilities to serve the development; the proposal is compatible with surrounding uses as there are no single family homes in near proximity; and the project is a thoughtful extension of the Sakura Novi development located directly to the west. The requested density is in line with the surrounding area and will enhance the project's benefits to retail and restaurant establishments in the Novi Town Center district.

Fire Table & Seating Area Amenity with Lights

Focal Entry Feature & Seating Area / Synthetic Turf Multi-Purpose Area

Community Garden with Seating

We have outlined the development amenities that will enhance our project, ensuring a harmonious blend of comfort, recreation, and natural beauty. These

amenities include a gathering area complete with a fire pit and string lighting, a focal seating garden to provide for contemplation and relaxation, and a versatile multi-purpose area adorned with usable turf for outdoor recreational activities. Moreover, our proposed development seamlessly integrates into the Sakura Novi project, offering residents access to an array of amenities such as the serene Japanese themed pond and gardens, as well as expansive pedestrian refuge areas.

The wetland complex nestled between our properties emerges as an important asset, providing an expanse of visual open space that serves to connect and integrate these two distinct phases of Sakura Novi. Recognizing the inherent value of this natural feature, we propose to construct a public amenity within this area, in line with the City's vision for community benefit. This amenity, designed as a wetland overlook, not only enhances the quality of life for our future residents, but also serves as a retreat for the wider Novi community as well as visitors from beyond. It's worth noting that while we draw inspiration from the Sakura Novi design, our intention is to create a distinct pedestrian refuge that engages and welcomes the residents of Novi.

In our commitment to environmental stewardship and as requested by the City's consultant, we have revisited the delineation of the wetlands in collaboration with the Atwell Group, resulting in a slight increase in its delineation. Consequently, we have further refined our plan to ensure that no buildings encroach within the mandated 25-foot natural features setback.

We recognize the City's aspirations for this area to evolve in alignment with its Town Center vision. As such, we have taken proactive steps to address concerns regarding buffers to future industrial development, as articulated during our previous Planning Commission meeting. By densifying the buffer and screening to surrounding properties, we seek to create a harmonious transition that respects both the City's vision and the needs of our future residents. With generous setbacks ensuring ample space between buildings and existing structures, and with roads or driveways surrounding three sides of our property, we are confident of our ability to create an environment seamlessly integrated into its surroundings, further fostering a sense of community.

In summary, our proposal embodies a synthesis of thoughtful design, environmental stewardship, and community engagement. We remain committed to realizing a vision that not only meets the needs of our future residents but also enriches the fabric of the Novi community as a whole.

Product Design

Since this is an extension of the Residences at Sakura Novi which is currently underway, the elevations and floorplans of the homes are proposed to match the already approved elevations in design, scale, colors and materials. The design provides visual interest and variety that will match the Sakura Novi mixed-use project's aesthetic. Materials include high quality brick with Hardie board elements. The homes feature two and three bedroom floorplans and each home includes a one or two car attached garage. The units are not stacked and are designed as 3-story attached townhomes. Square footages range from 1,300 to 1,600 square feet in size. Trash pickup is managed similar to a single family neighborhood, with individual bins stored within the enclosed garages with weekly City curb pickup. All mechanical equipment will be ground mounted and screened from view.

Sakura Novi Elevations

Traffic

A rezoning traffic study was conducted by Fleis & Vandenbrink on September 8, 2023 and subsequently updated April 22,2024 to reflect the reduction in units. The report studied the traffic generation for the project compared to various by-right uses within the I-1 zoning district. The study shows that the proposed project will generate far less traffic than that generated by projects consisting of general light industrial, manufacturing, general office building, or medical-dental office buildings.

Relationship to City's Zoning Map and Master Plan

The changing landscape surrounding our proposed development site provides compelling evidence in support of our vision for residential expansion. While the adjacent parcels are zoned I-1, it is essential to note that the TC-1 PRO zoned Sakura Novi development lies immediately to the west, separated only by the City-owned wetland preserve. Our proposal aligns seamlessly with the Master Plan future land use designation of TC Gateway, which has served as the guiding principle behind the Sakura East development.

Notably, the Master Plan explicitly prohibits industrial uses within the area but allows for residential development, underscoring the inherent compatibility of our proposal with the City's long-term vision. Moreover, the existing land uses to the West, East, and South are predominantly non-industrial, characterized by open space or office settings.

The small size of our parcel renders it unsuitable for industrial purposes, a sentiment echoed by the property owners' brokers who have attested to the lack of interest from industrial or office users over the years. Understanding these considerations, residential development emerges as the only viable and prudent path forward, aligning seamlessly with the Town Center Area Study within the Master Plan.

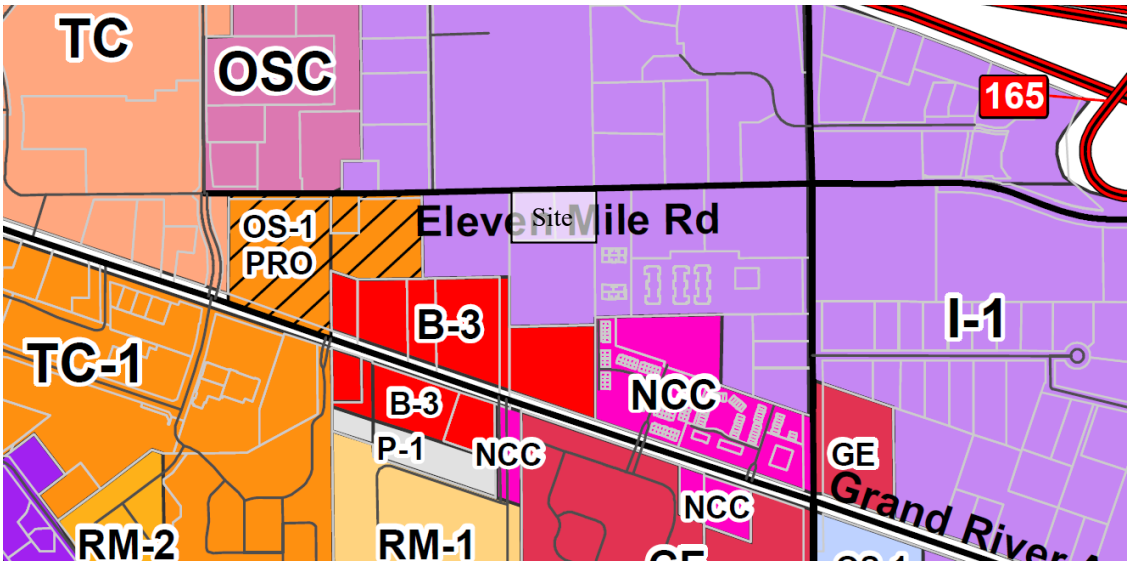
The Town Center Area Study explicitly advocates for residential development, including townhouses, and emphasizes the integration of existing natural features such as wetlands to create an inviting environment for pedestrian-centric

activities—a vision that closely mirrors our proposal. By introducing additional rooftops to the area, we aim to support the existing and future retail corridor, enhancing the vibrancy and economic viability of the Town Center precinct.

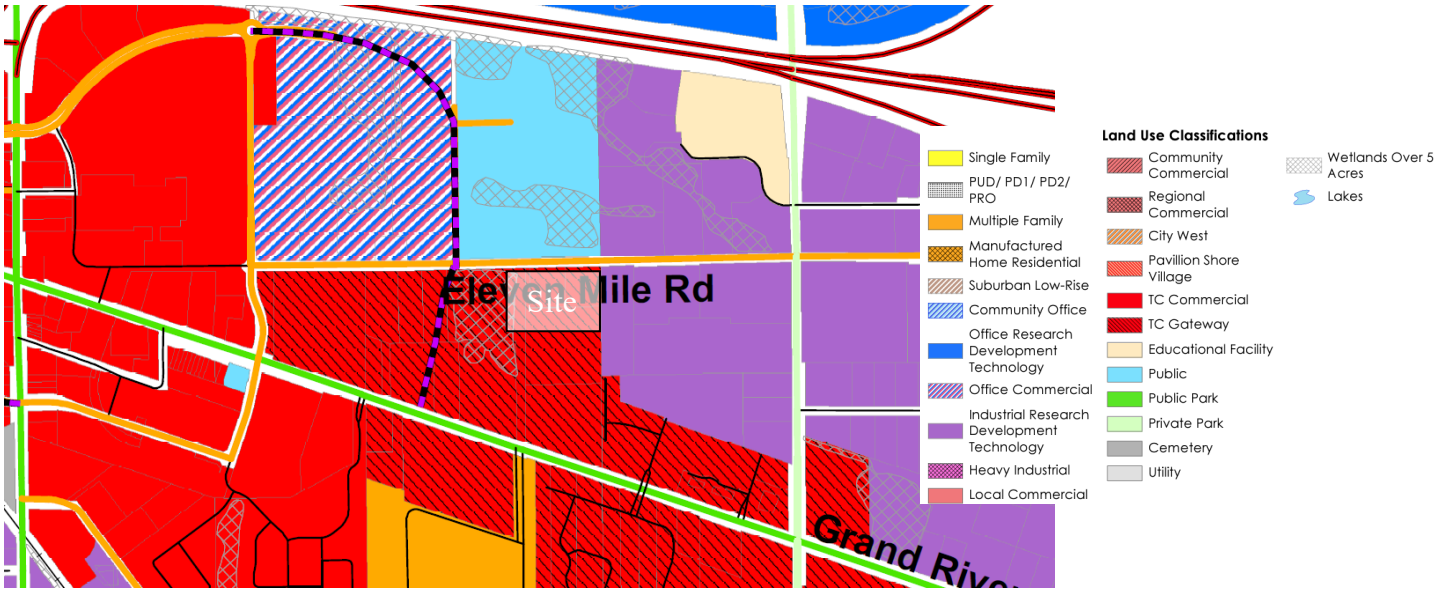
To ensure compliance with PRO requirements, we have proposed several development conditions that underscore our commitment to responsible land use and community engagement. Specifically, we seek PRO rezoning to permit only the high-quality residential rental townhome community outlined in our plan, thereby precluding intense land uses such as industrial development that is permitted by the existing zoning district. Additionally, we are committed to retaining and incorporating the small wetland at the southwest corner of the property, despite its isolated nature, as a testament to our dedication to environmental preservation.

Furthermore, in recognition of the height restrictions imposed by the TC-1 district, we propose to limit the building height to three stories, in contrast to the potential for five-story, 65-foot tall buildings permitted under TC-1 zoning. We welcome the opportunity to engage in further discussion regarding the terms of a potential PRO Agreement during forthcoming planning commission and city council meetings.

Zoning Map



Master Plan Future Land Use



Development Standards / Deviations

Schedule of Regulations and Modifications Sakura East – *Attached 1-Car and 2-Car Townhomes*			
	TC-1 Zoning District	**Sakura East**	**Deviations**
Min. Building Setbacks			
Front Setback (Bldg)	15’	21’ to building; 16’ to balcony	In Compliance
Side Min. Principal	15’	24’	In Compliance
Rear Setback Principal	10’	40’	In Compliance
Minimum Open Space	15%	48.5%	In Compliance
Allowable Number of Rooms	228	225	In Compliance
Allowable Density	RM-1: 12.1 (2-bed) or 9.07 (3-bed) TC-1: 9.075 (2-bed) or 7.26 (3-bed)	14.5 (Blended Net)	Sec. 4.82.2.B Provides for Increase in Density

Min. Parking Spaces	90	100	In Compliance
Parking Space Dimension (Apron Parking)	9’ x 19’	9’ x 20’	In Compliance
Lighting Requirements	See below	See below	See below
Principal Building Height to Midpoint	5 Stories/65 Feet	3 Story/35 Feet	In Compliance

Sakura East, launched from the aesthetic of Sakura Novi, will require far fewer ordinance deviations to be executed to match the original project.

Deviations to lighting standards are requested to match the approved Sakura Novi PRO requirements as follows:

Deviation from Section 5.7.3.K for site illumination level variance for multiple walkway areas and residential parking areas. Site walkway areas will vary below 0.2 foot candle minimum standard. Parking area will fall below 0.2 foot candle minimum standard in some locations.

Deviation from Section 3.27.1.L to allow project-appropriate selection of exterior lighting fixtures, paved activity nodes, street/sidewalk furniture, safety paths, screening walls and planters.

We are delighted to provide the Sakura East PRO preliminary site plan for your thoughtful consideration. We are confident that this endeavor will yield a multitude of benefits for the City, both economically and socially.

First and foremost, the implementation of Sakura East promises a substantial positive economic impact for the City through increased property tax revenues. More importantly, by introducing more new residents to the area, we anticipate a bolstering effect on existing City core retail businesses, as well as the forthcoming retail establishments slated to be part of the Sakura Novi project. This influx of residents will not only invigorate the local economy but also foster a vibrant and dynamic, walkable community atmosphere.

Furthermore, we firmly believe that the extension of the highly anticipated Sakura Novi development into Sakura East will serve as a significant enhancement to the Town Center area. By revitalizing an otherwise undeveloped property, we aim to transform it into a productive and flourishing hub of activity. Through

thoughtful urban planning and design, Sakura East will contribute to the ongoing evolution and enrichment of the Town Center precinct, further solidifying its status as a premier destination within the City.

In conclusion, we are enthusiastic about the potential of Sakura East, in conjunction with Sakura Novi, to serve as a catalyst for positive change and growth within the community. We look forward to the opportunity to collaborate with stakeholders and decision-makers to bring this vision to fruition, to the benefit of all.

Please let me know if any additional information is required at this time.

Thank you.

Respectfully,

Tim Loughrin | Vice President of Land Acquisition
Robertson Brothers Homes
6905 Telegraph Rd, Suite 200, Bloomfield Hills, MI 48301
Direct Dial: 248.282.1428 | Mobile: 248.752.7402
tloughrin@robertsonhomes.com

PLANNING COMMISSION MINUTES - EXCERPT
DECEMBER 13, 2023

PLANNING COMMISSION MINUTES

CITY OF NOVI
Regular Meeting
December 13, 2023 7:00 PM

Council Chambers | Novi Civic Center
45175 Ten Mile Road, 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 Becker, Member Dismondy, Member Lynch, Chair Pehrson, Member Roney, Member Verma
Staff:	Barb McBeth, City Planner; Tom Schultz, City Attorney; Lindsay Bell, Senior Planner; Ian Hogg, Planner; Rick Meader, Landscape Architect

PLEDGE OF ALLEGIANCE

Member Dismondy 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 December 13, 2023 Planning Commission Agenda.

VOICE VOTE ON MOTION TO APPROVE THE DECEMBER 13, 2023 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS.

Motion carried 7-0.

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 no Committee Reports.

CITY PLANNER REPORT

City Planner Barb McBeth introduced new Planner Ian Hogg. Ian has been with the City since July. He recently graduated from Wayne State University with a Master's degree in Planning and he is wrapping up his tenure with us on December 21st.

CONSENT AGENDA - REMOVALS AND APPROVALS

There were no Consent Agenda – Removals and Approvals.

PUBLIC HEARINGS

1. **SAKURA EAST PRO JZ23-41 WITH REZONING 18.743**
   Public hearing at the request of Sakura Novi LLC for initial submittal and eligibility discussion for a Zoning Map Amendment from Light Industrial (I-1) to Town Center One (TC-1) with a Planned Rezoning Overlay. The subject site is approximately 3.5-acres and is located south of Eleven Mile Road, west of Meadowbrook Road (Section 23). The applicant is proposing to develop a 52-unit multiple-family townhome development.

Senior Planner Lindsay Bell relayed the applicant is proposing to rezone approximately 3.5 acres south of Eleven Mile Road, to the west of Meadowbrook Road, utilizing the Planned Rezoning Overlay (PRO) option. The existing development to the east is largely office developments, with some vacant parcels to the west. The City's public works and police training facility is to the north, and a Verizon cell tower is located on the property to the south.

The current zoning of the property is I-1 Light Industrial as are the properties surrounding the site.

The Future Land Use Map identifies this property and those around it in red hatch as TC Gateway, which would be consistent with the Gateway East zoning district. East of the site is planned for Industrial Research Development and Technology, and to the north is public facilities.

The natural features map shows there is a small wetland area in the southwest corner of the site. The wetland survey provided by the applicant confirms this feature, however the City's wetland consultant has recommended the boundaries be re-evaluated as the wetland appears to extend a little further north than was previously delineated.

The applicant is proposing to utilize the Planned Rezoning Overlay to rezone the whole property to TC-1 Town Center 1. The initial PRO plan shows a total of 52 attached townhome units on the site. The development is accessed by one entrance off Eleven Mile Road. A secondary emergency access drive to the office development to the east is shown. Parking is provided in garages, on garage aprons, and a few small bays of guest surface parking.

The applicant has stated they chose the TC-1 district to be consistent with the Sakura Novi development that is under construction to the west. They state that this project is an extension of Sakura Novi, and the future residents would be able to enjoy the amenities that the larger project offers. Between this site and Sakura Novi there is a 7-acre parcel of land owned by the City which is largely occupied by a wetland. There is an existing sidewalk along Eleven Mile Road, but the distance between the nearest entrances is over 1,000 feet.

Rezoning to the TC-1 category would permit the use proposed, however that zoning district is not in compliance with the current Master Plan designation as TC Gateway. The corresponding Gateway East district is intended as a transitional zoning into the Town Center area, allowing office, retail, financial, and restaurant uses as principle permitted uses. Residential uses are only permitted under the Special Development Option, which requires a minimum parcel size of 5 acres, and has requirements for buffers and screening between uses.

The applicant has not proposed public benefits or more strict conditions with this submittal, which are required to be eligible for the PRO process. These will need to be more clearly defined if this proposal moves forward.

Staff and consultants have identified some issues with the proposed rezoning and PRO Plan. First, as mentioned the zoning district indicated does not match the Future Land Use map guidance. Staff has concerns with the proposed use's compatibility and buffering from the adjacent uses that will remain I-1 Light Industrial. In addition, the proposed change might be considered spot zoning.

Being adjacent to a residential development will require additional setbacks or other restrictions, which can be an added burden to surrounding non-residential landowners. Certain uses that were considered principal permitted become Special Land Use when adjacent to residential uses, and other uses are

simply not permitted in the I-1 district when adjacent to residential uses. I-1 landowners would also be responsible for providing the 10-15 foot berm that is required to separate such uses unless sufficient screening and buffering is provided on the proposed site.

Another big issue is the number of rooms proposed is more than can be approved on the site within the PRO process as it exceeds the permitted density of the TC-1 District. The Town Center districts also require development amenities to be provided, which have not been proposed at this time. Landscaping also notes a significant deficiency in the multifamily unit trees provided, as well as some deficiencies in interior drive trees.

The Traffic study notes that the number of residential units proposed would likely result in fewer vehicle trips compared to a Light Industrial development. Engineering notes there is capacity for the water and sewer demands for the proposed use, and stormwater detention is to be provided in underground systems. The buildings proposed have the same facades as were previously approved for Sakura Novi.

This initial public hearing is an opportunity for the members of the Planning Commission to hear public comments, and to review and comment on whether the project meets the requirements of eligibility for Planned Rezoning Overlay proposal.

In order to be eligible, the applicant must propose clearly identified site-specific conditions relating to the proposed improvements that, (1) are more strict or limiting than the regulations that would apply under the proposed new zoning district (in this case the TC-1 District regulations), and (2) constitute an overall benefit to the public that outweighs any material detriments or that could not otherwise be accomplished without the proposed rezoning.

Following the Planning Commission public hearing, the project would then go to City Council for review and comment on the eligibility.

After this initial round of comments by the public bodies, the applicant may choose to make any changes, additions or deletions to the proposal based on the feedback received. The subsequent submittal would then be reviewed by City staff and consultants, and then the project would be scheduled for another public hearing before Planning Commission. Following that public hearing on the formal PRO Plan the Planning Commission would make a recommendation for approval or denial to City Council.

Tonight, the Planning Commission is asked to hold the public hearing, and to review and comment on the proposed rezoning. Members may offer feedback for the applicant to consider that would be an enhancement to the project and surrounding area, including suggesting site-specific conditions, revisions to the plans or the deviations requested, and other impressions.

The applicant, Tim Loughrin from Robertson Brothers, as well as others on his team, are here representing the project. Staff is also available to answer any questions.

Chair Pehrson invited the applicant to address the Planning Commission.

Tim Loughrin, Robertson Brothers Homes, 6905 Telegraph Road, Bloomfield, relayed with him is Robertson President Jim Clarke and Robertson COO Darian Neubecker. Scott Aikens, partner on Sakura, could not attend.

Mr. Loughrin relayed that Robertson Brothers has completed several developments in Novi over the past few years and he personally has been in front of the Planning Commission a few times. He has a lot of respect for staff, they have worked very closely and tackled a lot of issues together, however he respectfully disagrees with staff on several points here.

Tonight, the fundamental question is should the status quo continue or should the Master Plan and the Town Center Gateway plan be implemented.
Mr. Loughrin requested his presentation be shown on the screen and relayed he would like to start out with the question of why residential. A couple of brokers who represent the land sellers are present to

speak during the public comment and they have a lot to say about why residential at the site.

Industrial and manufacturing uses really are best suited when they're in industrial centers outside of the city's core, and this site really is the city's core. The city has identified this in the Master Plan as being part of the Town Center Gateway area. An industrial site is much better suited to an industrial area far away from a core like that. Robertson Brothers believes residential is warranted here, there is existing residential in the area. Of course, Robertson is building the Sakura Novi project right now, literally right down the street. Office use is suboptimal and there have been shifts due to COVID with a lot of data on this. Very few office buildings are being built, it's over saturated as it is. There is actually an office vacancy rate of 23% in Southeast Michigan right now. It will take a long time for office to come back, if ever. This site is not conducive to office use because of that alone. Looking down I-275, there is over 1,000,000 vacant square feet of office just in that area. So obviously office is not a valid use either and just the cost to build new office can't be justified with suburban rents.

Rooftops are very important to a downtown area. You want to see rooftops in your area. You want people to come in and visit your retail centers. You plan this in your Master Plan. This justifies the change in land use to residential. There are restaurant and retail uses nearby. Now those typically don't go mid-block, this site is considered mid-block. It really wouldn't be conducive to a restaurant because it doesn't have that much traffic. It certainly is conducive to having residential, that will then feed the retail and restaurant uses, which of course are being built in Sakura, but are also elsewhere in Novi and it's just going to be more pump based on your area plans.

Lastly, the Town Center district specifically calls for residential development, including specifically townhomes, to create that mixed-use hub of activity. What is needed here is people. Counter to the argument for continued use of vacant industrial zoned land is rooftops. It'll strengthen the future retail corridor. Industrial is not going to do that or help in the Gateway Center. Page 49 of the Master Plan states that it assumes 50% of the vacant land in the Town Center Gateway area was assumed to be residential. Robertson looks at the Master Plan and sees it a lot different than staff for several reasons. The Master Plan calls out specifically missing middle, it doesn't call out high rises, it doesn't call out single family, it calls out exactly what is being proposed which are residential townhomes.

Touching on the site plan, Mr. Loughrin wants to stress that this is a concept plan, and he is aware there are deficiencies in landscape and in open space, and he certainly will work with staff and is familiar with the process. The fundamental question of should this property be industrial or do you want to see more rooftops to feed the retail needs to be resolved. Again, this plan is not fully vetted. Certainly, there will be open space and amenities inside. This is an extension of Sakura Novi. In fact, Robertson views this as the final phase of Sakura Novi and believes had they come with this parcel as part of Sakura Novi it probably would have received approval at that time as it just makes sense to put this all as one project. Regarding the site data, it is 3 1/2 acres gross with 52 units being proposed, essentially the same units being built right now at Sakura Novi.

The site context shows a lot of existing retail. It shows some burgeoning areas, such as Sakura Novi, which will change the face of this area, and a lot of areas for growth. A lot of areas are already planned to be filled in, and a lot of areas don't have plans on the drawing board right now but are specifically envisioned in the Master Plan, and Mr. Loughrin would argue that in the future will develop into more mixed-use type of development similar to what is being discussed today. The overall context really shows the importance of the parcel and the general vicinity of the Town Center Gateway area, but also that it is growing and will continue to grow.

The focus on the water feature, which is the city of Novi wetland complex, is not too dissimilar from the wetland feature being built right now in Sakura Novi and will be a fantastic amenity. Having that visual open space, that water feature, is the connector here. There are basically views from both sides of Sakura Novi and this final phase of Sakura. It is not unheard of to have a project that is centered around a water feature as being proposed here connected by a beautiful open space area.
Robertson is investing a lot of money in Sakura Novi and wants to invest more in this area. They believe in this area and that this is a logical final phase of Sakura. They have talked to the property management company for the Sakura project, KMG Prestige, who agree this would be a fantastic addition to the

development. KMG Prestige has no issues whatsoever with incorporating this additional land into the project and thinks that it fits in perfectly. This is how the development team looks at it as well, which is different than what staff is looking at, but Mr. Loughrin believes he is really looking at the future of Novi, not existing zoning, which just does not make sense for industrial.

The zoning map does show the property as industrial, but the bottom of the Master Plan clearly and squarely houses in the Town Center Gateway area. It's the exact same Master Plan designation that Robertson came to the Planning Commission a few years ago now to discuss the Sakura Novi project. It made sense at the time and obviously it will be great for that project to develop with a residential component of mixed-use development. It is an important fact that Sakura East is in the exact same Master Plan designation as Sakura Novi and Mr. Loughrin hopes the city leaders can agree to that. Mr. Loughrin is a Planning Commissioner as well and knows what Commissioners need to juggle with as decisions are being made, the kind of gray areas, and what makes sense for the overall city as a whole.

Mr. Loughrin addressed a slide shown to point out his understanding of a potential ring road. There is nothing imminent, but he has seen a number of plans that show a potential ring road in this area. Robertson would fine with it being built or not, what's important is that a ring road would not be placed through the middle of an industrial center. A ring road is typically placed to draw into a core development area and basically this proposed ring road is right next to the Sakura parcel, in one case it's directly next to and the other one it's a little bit farther to the east, so proposed for either side of the wetland. It would not make any sense to have an industrial complex around your ring road. It appears the proposed plan is trying to provide for future growth to really create a nice Town Center area, so that was important to Robertson when going through the Master Plan.

As a quick project summary, the parcel is just over 3 acres, with about 16 units per acre. Robertson is proposing a TC-1 PRO, again the Master Plan designation is Town Center Gateway. Fifty-two townhomes are proposed, Sakura Novi has up to 132 townhomes allowed, and as mentioned, Sakura East will have the exact same elevation as Sakura Novi. It's a missing middle rental townhome, with attached one and two car garages. Nobody lives on top of each other. They aren't typical garden apartments. They are townhomes, with first floor garage with entry, second floor livable area with kitchen, dining, and great room, and then third floor bedrooms. Robertson builds a lot of these, and they are very successful. They know what they're doing, and Mr. Loughrin thinks it is something that's going to be very attractive in the area. Unit sizes are about 1,300 to 1,600 square feet and there will be about just over a third of the site as open space.

So just a few of the highlights, Robertson is really working to fill a housing need. There is a housing need regionally, Mr. Loughrin thinks it's even more amplified in Novi in this area particularly. Honestly Robertson has no clue why you'd want to have industrial here. It makes all the sense in the world for residential and Robertson sees that as an opportunity to fill that need and build on the mixed-use area that exists here. The planned land uses don't fit in with that mixed-use, Mr. Loughrin pointed out in fact industrial doesn't fit, it's not even an allowable use in the current Master Plan designation. Again, high quality residential townhomes are proposed, with productive use of land, the city's core, walkable inviting community, and Robertson believes it's an appropriate continuation of Sakura Novi. Mr. Loughrin knows the Planning Commission may disagree with Robertson and that's fine, it's understood cities make their own decisions. It was important for Robertson to come here and present their case as they believe that this is something that will be better for the entire community.

Mr. Loughrin presented a few of the elevations from Sakura Nova marketing exhibits. They have rich detail. Robertson is very happy and very proud of how these have turned out and thinks they have a beautiful aesthetic. There are Asian themes throughout and the mixed-use that Robert Aikens is doing off Grand River, again, bringing everything together and tying it in as a full mixed-use corridor. Mr. Loughrin presented the floor plans, one plan has a one-car garage attached, the other has a two-car garage attached. There is what Robertson calls a zoom room down on the first floor which has been very popular, just sort of like a getaway kind of room at the first floor on both units. It's a very open second floor plan, with a dining, living, and kitchen area and then the bedrooms on the top floor, which would either be a two or three bedroom unit that can be selected.

Mr. Loughrin appreciates the Planning Commission's time and is happy to answer any questions. He feels it is very important for Robertson to come here and have this conversation about the future of Novi.

Chair Pehrson opened the Public Hearing and invited members of the audience who wished to participate to approach the podium.

Dorothy Duchesneau, 125 Henning and 1191 South Lake Drive, relayed from reading the notes in the packet it seems the concept plans were submitted to staff in July 2023 under the new PRO rules. The papers showed that the request was made by Sakura Novi LLC. Later it shows up as Sakura Novi Residential LLC, and on page 36 of tonight's packet, the wording is Robertson Brothers Homes and Robert Aikens and Associates are pleased to submit a PRO concept plan.

One of the city findings was that the TC-1 District and the residential use is not appropriate or compatible for this small parcel. It's surrounded by Light Industrial. Ms. Duchesneau pondered what is the city going to do to protect the rights of the existing neighbors who have made their plans around their I-1 zoning. From past proposals she has followed, having residential next to your property changes all the rules. A rezoning will immediately affect those neighbors' own future plans. Master Plans may not be in stone, but they exist for reasons.

Future plans the city has for roads in this area must also be taken into consideration. We need to look beyond those four edges of just this property's borders. As a city, we don't need to be in a hurry to build out to 100%. We are almost there anyway.

Other than the proposed sidewalk along Eleven Mile, no other benefits are mentioned. In fact, in Robertson Brothers reply, they state they are an extension of the Sakura Novi Development and will become part of that project, which has ample amenities. It doesn't sound like the new renters are going to get much, nor will the city get anything more than what has already been negotiated for from the original Sakura Novi Pro.

When Sakura Novi was proposed, Ms. Duchesneau thought the City had rejected their proposal of Phase III in this location. This project seems to want to revive Phase III in the same location that it was rejected before. This seems more like an attempt to rewrite the original Sakura Novi Pro agreement with the City. PRO's need to bring benefits. Novi has limited open land; we can afford to be picky.

Mike Duchesneau, 1191 South Lake Drive, relayed this Sakura proposal first showed up to the Master Plan and Zoning Committee in late 2019. It was followed up with an appearance at the Planning Commission a couple of months later, and the Commission sent it back to the developer for refinement. In those meetings, this proposal was nixed. It was basically viewed as not inclusive, not contiguous. Novi owns the property between the proposed developments and was not willing to sell it to the developer. Mr. Duchesneau was in attendance at the previous meetings with previous Council Commissioners Farrell, Gronachan and Maday. So that's how far back this proposal goes.

Mr. Duchesneau supported Sakura back then. He thought it was an excellent idea, loved the Asian theme, loved the partnership with One World Market, and loved the partnership with the City of Novi Library to provide Asian themed books and a reading room and those things have disappeared from the Sakura proposal.

Today, we heard that this area is industrial. But, no it isn't. Look at the properties to the east of this – there is office space, dentist and lawyer space, there is no industry, it's all offices. To the north, same thing, it's all offices. So, we heard we don't want industry, but the I-1 district can and will be office space.

When you look at the PRO requirements, which Mr. Duchesneau has followed several PRO projects throughout the city, this proposal has no benefits other than the rezoning. It's a simple rezoning request. It is not a PRO request because other than the reduced traffic, which is a biggie, there are no PRO benefits.

Brian Gargaro, Real Estate agent representing Michael Roberts, the owner of the east half of the subject property, relayed this property has been listed and on the market since February 2017. It's almost seven years of continuous exposure to the market. There has been no serious interest in the development of any industrial uses and for that matter, any other commercial type uses, restaurants, retail office buildings. As for Mr. Loughrin's point, the office space to the east has a 30% vacancy. Across the street they are almost at 34%. Mr. Gargaro does not see industrial happening there anymore. That property, that whole strip, would have filled in as industrial if there was a market for it over these past many, many years.

So based on the market feedback, which is sometimes the market is the best teacher of land use, Mr. Gargaro does not see industrial happening there anymore. In fact, the only serious inquiries he has had are from residential type builders of which the applicant is one who has spent time, money, and a lot of study to try to make this work within their existing Sakura Novi development. The parcel falls within that TC Gateway and the intent was good on the Master Plan. It is Mr. Gargaro's understanding that TC-1 is the same zoning under which Robertson is currently developing the Sakura Novi project. It makes good sense. It seems consistent and compatible with the Future Land Use plan. It's going to provide more local onsite captive customers for the all the pre-existing retail and commercial establishments that are already in the area. It's a symbiotic thing, good for all parties. Mr. Gargaro does not see what's wrong but knows there are some subtleties in the zoning laws that might make it TC-1 versus whatever, but the concept makes a lot of sense.

This property has been on the market and has been vacant forever. The last remaining industrial site is Echo Tool, which is probably going to be gone in 10 years. Mr. Gargaro has not had anyone who wants to do industrial there and after all this time, we've got a piece of vacant land that's currently adding nothing to the community. The only guy who has benefited from the property is the guy that's been cutting the lawn there for many years. After seven long years, we hopefully found a way forward. There is a reputable developer who has a good plan with a use that falls within what appears to be the Master Plan for the area. Mr. Gargaro does not see any downside to this and no reason why it shouldn't go forward. It is like putting a round peg in a round hole, it should be easy. Mr. Gargaro appreciates the Planning Commission's time and hopes they will consider this and make the property productive.

Michael Murphy, 19754 Haggerty Road, Vice President at Gerdom Realty and Investment, relayed he and President Tjader Gerdom, have represented the seller of the vacant parcel on the west side of Eleven Mile just to the east of Novi Town Center. Mr. Murphy has been with Gerdom Realty and Investment for 10 years. Throughout this time, he has successfully represented sellers, landlords, tenants, and buyers in the Novi market and throughout the state. He knows the area well. In addition, his office was in Novi for seven of the ten years that he has been with Gerdom Realty, located just one mile west of the site of question. He lives off Haggerty, so Novi is his backyard. He is professionally and personally interested in the health and progress of the city of Novi.

Based on the work with the seller and his market knowledge, Mr. Murphy supports the zoning of this parcel to be amended from I-1 Light Industrial to TC-1 with the Planned Zoning Overlay. Mr. Gerdom and Mr. Murphy have been marketing the property for two years. However, the parcel has been vacant and available for many years. There has been a complete lack of interest in purchasing from industrial users thus far. As mentioned, the lack of interest from industrial users was also felt by the neighboring parcel for sale, which has been listed for over 7 years.

The I-1 zoning designation is not appropriate for the site. The City's master plan recognizes the fact with the Future Land Use designation, TC Gateway. The site is removed from the retail core of the Novi Town Center, making it unattractive for retail investment and the office market is still struggling from COVID. The only serious interest in the property has been the Robertson Brothers, which intends to use the land to extend the residential portion of Sakura Novi building a 52-unit multifamily home development. Residential or multifamily is the only use that makes sense for the parcel. The seller would like to move on from the property and believes Robertson's proposal is the best use of the land. It is beyond time to change the zoning here from Light Industrial to Town Center so Novi can adapt, progress, and grow.

Paul Stoychoff introduced himself as the attorney representing his parents' estate, as they are the owners of one of the parcels. He has personally been involved with the property since 1967. Mr. Stoychoff has seen how Novi has grown. He remembers when Eleven Mile didn't reach back to where the mall is right now, it dead ended. His parents owned the Saratoga Trunk. Before that, it was the Saratoga Farms. His family owned all the property from Grand River all the way back to Eleven Mile.

Mr. Stoychoff is still a little perplexed why there is a cellular tower there. He thinks that area would be excellent for residential. With the trends of millennials, what's happening is everybody wants to live and be within walking distance. This is appropriate for that.

Mr. Stoychoff is a consumer bankruptcy attorney. He knows what's going on in the real estate market and has a general idea of what's going on with the office space, it's going to crash very shortly. The City of Novi was visionary when they allowed Twelve Oaks Mall to come in, stealing it from Farmington Hills. The thing that the City should do right now is begin to develop small units such as this project. Everybody would like to have a Royal Oak type set up over at the other side of Grand River, and this would be appropriate for the Eleven Mile area now because it's within walking distance to the mall and there's going to be all sorts of retail and restaurants there. Mr. Stoychoff thinks it would be appropriate to have the variance to allow the development to occur and hopes that the Commission rules in that favor.

Seeing no other audience members who wished to speak, Chair Pehrson requested Member Lynch read into the record the correspondence received. Member Lynch relayed one written response was received from Paul Stoychoff on behalf of the estate of Eleanor Stoychoff in support of the development.

Chair Pehrson closed the Public Hearing and turned the matter over to the Planning Commission for consideration.

Chair Pehrson relayed that to level set everybody, the Planning Commission is not approving the concept plan, they are looking at the eligibility of the zoning right now. He does not want to really start talking about bushes and berms and things of that nature, that will ultimately come back to the Planning Commission at some point in time but would like to focus on the applicability of the base argument here.

Member Lynch relayed he went through the project and agrees the industrial uses are a lot different than what we anticipated years and years ago. Remember, Novi was basically a gravel pit and a bunch of cement companies and asphalt companies and things like that.

The good things Member Lynch sees that he likes are having garages with the high-density units and it's fantastic. Fewer vehicle trips make sense going to residential, it's going to reduce the traffic burden for everybody in the City.

A few years ago, Member Lynch was a little worried about switching over from industrial to residential, but in looking at what we did with the Villas at Stonebrook and Berkshire, they were both higher density units that we put into industrial sites, and it worked out very, very well. In fact, we've had the homeowners in here and they seem to be pretty happy with their homes and are really taking some pride in ownership.

Member Lynch does not have a problem with going to residential, mainly because his concern is feeding bars, restaurants, and businesses in the Town Center area to make sure that our businesses are healthy. In this particular location of the City, Member Lynch agrees that higher density homes probably make sense now with this particular proposal.

Member Lynch knows the Planning Commission is not approving at this point, but there are some things he is a little concerned about, things to consider when the developer brings it back. His understanding is the wetland boundary issue was resolved.

Member Lynch inquired regarding concern of overloading utilities with residential use. Senior Planner Bell confirmed that it's not significantly more or less than what could be developed under I-1.

Another concern is it would not be appropriate to cause a burden on the adjacent property owner as far as screening requirements are concerned. It would not be fair that they are punished due to adjacency to residential.

Regarding the usable open space requirement, Member Lynch is not a big proponent of including balconies as part of open space. When he thinks of open space, and the intent of open space, is that it is accessible by all. A balcony is accessible by a resident and does not meet the intent of the ordinance.

Regarding public benefit, Member Lynch referred to reading something in the applicant's proposal, that was perhaps misstated, that noted nothing noxious would be permitted in the area. The City has ordinances against noxious activity in any area of the City, so Member Lynch believes the applicant needs to readdress their intention for public benefit, such as something along the lines of maybe expanding the sidewalks.

Member Lynch referred to the City ownership of the parcel between Sakura Novi and the proposed Sakura East, stating that he is not aware of the City's plans for the property. While the two locations either side of the City owned parcel will look consistent, the City may decide to develop their property in the future.

Member Lynch does not have an issue going from industrial to residential in that area of the City where there are so many businesses to keep traffic, and walkable traffic would be even better. It makes sense, but the developer still has some hurdles to resolve.

Member Becker relayed he appreciated the clarification that the project itself is not being looked at during the meeting, but it is very important that this particular project is being proposed, and for the Planning Commission to indicate whether the property should be rezoned to allow residential. Member Becker cautioned that it doesn't mean that the Planning Commission would necessarily approve this particular 52-unit project because he believes it is incredibly over built. The parking will be problematic as well as some other things.

Since the intent right now isn't talking about what's actually going to go there, the intent is to discuss whether residential could go there, Member Becker would like to reiterate that to use the PRO, as has been mentioned here several times by several people, there needs to be some public benefit. More apartment residences within the city is not a unique and powerful public benefit to justify the PRO and all of the waivers that might be necessary for the actual project.

There are already a large number of mid-rise residences being built immediately adjacent to Main Street and a large number of mid-rise residences being built on Haggerty near Thirteen Mile. It is a bit of a strain to say that the public benefit is the need for more apartments as they are already being built. That does not speak to making it a unique benefit for the public.

In this case, if we wanted to look at something that might be attractive, if it was determined to do residential here, why not go to the underserved senior population within Novi and not build three stories with stairways inside, rather build a one story that seniors can live in and not have to worry about stairs. To have a nice, gentle transition from one story office buildings to the buildings in Sakura Novi, a one-story residential development would satisfy that as well. That would be something that a project under the PRO would provide public benefit because we are underserved for senior housing, not just housing in general.

Member Becker also wants to comment on the walking distance to Sakura Novi. We are entering the next four months where walking any place is going to be rather problematic. Walkability through the seven acre site on a single sidewalk just to get to Sakura is not necessarily a walkability advantage here. In many cases there's going to be driving. Granted, residents living here might spend money here, but Member Becker agrees with a comment made earlier that was questioning the rush. We need to be careful if we want to get into the business of making something more profitable to sell as opposed to looking at how we're going to actually use it to make our city better.

Member Dismondy relayed he thinks the PRO makes sense as the Future Land Use map is TC Gateway. The challenge of this is more the size of the parcel than the location, it just makes it tougher to be able to do what the developer wants to do with it. Assuming density and buffers and public benefit requirements can be hashed out and consistent with what got approved at Sakura Novi, Member Dismondy thinks it is a great project.

Member Verma relayed he quite agrees with comments made by Member Becker and Member Lynch. If we were to rezone, we should make sure that it should be single story for senior living, as we don't have many of this type. As proposed, it is benefiting the developer, but not the public. Member Verma feels if a change were to be made it should be for the benefit of the public.

Member Roney relayed that his thoughts are similar to what has already been shared. There has to be public benefit for a PRO to go forward. Another concern is the burden for the neighbors and how their uses would change and what they could do with their property. The third point is the timing is a little off. There was a PRO for Sakura Novi and it is not built yet. That PRO had a lot of significant deviations in it and the developer is asking for pretty much the same thing for this proposal. Before the developer even approaches a PRO, we should see what is built for Sakura Novi.

Member Avdoulos inquired of Senior Planner Bell as to why this proposal is not compatible with TC-1. Senior Planner Bell responded the TC Gateway designation of the Master Plan corresponds with the Gateway East district more commonly. That is what has been developed in the Grand River and Meadowbrook area. In the case of Sakura Novi, the developer came in and requested TC-1. In analyzing that case, it was adjacent to the other Town Center districts. It was adjacent to TC on the west side, it was adjacent to the TC-1 on the south side across Grand River, and so staff reasoned that it did seem to make sense for that piece because it was contiguous and kind of filled out what was existing already. The current proposal is detached from the TC districts, and the surrounding properties are still zoned I-1. The Gateway language takes into consideration those transitional spaces. When allowing residential in the Gateway East district, it has to be at least five acres and there are a lot of other requirements that go along with that, that you don't have in the TC-1 district.

Member Avdoulos inquired whether the Future Land Use map showing the property as red, which incorporates that piece into that area, is something that should be considered. Senior Planner Bell responded that if some of those other adjacent parcels were to also be rezoned, it might make more sense if it was a larger area that was consolidated. Member Avdoulos responded that this seems like a floating piece, where it feels like spot zoning.

Initially Member Avdoulos thought that the proposal made sense because there is a residential development on the west side of the City owned area, and now a another similar development to the east side is being proposed and it could all be interconnected. However, there are issues with coming up with and bringing forward a concept plan that doesn't provide what the PRO is asking to provide. There is a lack of public benefit and development amenities. There is no consideration for the hardship that's going to be created for the adjacent properties. It is too much density. There's a lot there that has to be considered but it's just not at a point where Member Avdoulos can agree that this is a good idea, that will be a benefit and fit in accordingly. If something is being presented to the City as a PRO request, it should at least accommodate a lot of those requirements.

Chair Pehrson relayed going back to the eligibility comment made earlier, the City proactivity looking forward makes sense in his mind. All the requirements of the PRO have not been fulfilled. Chair Pehrson's recommendation is that while he agrees with the concept, there are a lot of details that have to be worked out to figure out how to make this successful and it is not there yet. There are way too many deviations to feel comfortable with, even at a very high level. Chair Pehrson thinks the applicant needs to go back and formulate a new plan that really starts to address the concerns.

Mr. Loughrin responded he appreciates and understands the comments made. To that vein, he heard a comment that the concept was just kind of thrown together. To be completely honest, he would have loved to come in front of the Planning Commission with just a concept discussion. A lot of cities do that,

basically a planning concept review. That is what Robertson was shooting for. They had to spend a ton of money just to get to this point to even understand if there's any willingness whether to allow residential. Mr. Loughrin thinks he hears some willingness both ways. He understands density and hears those comments loud and clear. Public benefits will certainly be vetted out and Mr. Loughrin would like to work with staff and the Planning Commission on some of those things. As far as future development goes, Mr. Loughrin is going to continue to bang the drum. Industrial is not what you want to see in the City; and while he shouldn't tell the Commissioners what it is that you want to see in your city, he believes this is going to turn over to better development.

To the last point regarding senior housing, Robertson would love to build senior housing and 100% agrees there's a demand for it. They cannot build single-story senior housing on the site as they cannot build a project to lose money. The economics won't work especially with a single level type of housing. They build a lot of single-story senior housing and would love to find a site in Novi to do that type of housing. It's very tough because you just can't get the density to make the numbers work.

Jim Clark added Robertson has heard the Planning Commission clearly that they don't want to encumber the future uses of neighbors, as well as the need for benefits, and there are some fundamental issues with the 52 units laid out. Robertson recognizes there is still a lot of work to do, but they needed to get something in front of the Planning Commission to get a read of whether there is support for residential development.

This agenda item was discussed, but a motion on the item was not required.

MATTERS FOR CONSIDERATION

1. **TOWNPLACE SUITES JSP18-66**
   Consideration at the request of Novi Superior Hospitality, LLC for Planning Commission's approval of Preliminary Site Plan and Final Site Plan and Storm Water Management plan. The applicant is proposing a 5–story hotel with 120 rooms on Unit 3 of Adell Center Development. The proposed site plan proposes associated parking and other site improvements. The subject property is part of a Planned Rezoning Overlay (PRO) development for Adell Center.

Planner Ian Hogg relayed the subject parcel is part of the Adell Center Development, referred to as Unit 3. This is the fifth development, out of the nine proposed that is being presented to the Planning Commission for site plan approval.

Adell Center is located on the south side of the I-96 exit ramp and west of Novi Road. This Unit is located south of Adell Center Drive. It is currently zoned Town Center with a PRO, with the same zoning on all sides except for Heavy industrial which is to the west. There are a few regulated wetlands along the Southern boundary. A temporary impact of 1240 square feet will occur within the 25-foot wetland buffer.

The applicant is proposing a 5–story hotel with 120 rooms on Unit 3 of the Adell Center Development. The proposed site plan proposes associated parking and other site improvements.

The PRO agreement was approved by City Council on October 22, 2018. An amendment to the PRO agreement was approved on June 17, 2019. This project is subject to the conditions of the PRO agreement and the amendment. The Planning Commission initially approved the Preliminary Site Plan on June 26, 2019, but that approval has now expired. The Stamping Set approval expired in June 2023 and now the Site Plan once again requires Planning Commission approval.

The original approval and the amendment noted that certain deviations from the Ordinance requirements can be approved by the Planning Commission. The first one is to allow a reduction of loading zone area. The applicant stated that their typical delivery trucks are 'box-size' trucks, and a regular parking space is sufficient. The second item is to allow a transformer in the interior side yard instead of being required in the rear yard. It is located in the location shown due to its proximity to the electrical room. And finally, a landscape waiver to allow shrubs in lieu of required perimeter parking lot trees along the western property line, due to conflicts with the proposed underground storm water detention system.

CITY COUNCIL MINUTES

FEBRUARY 5, 2024 - EXCERPT

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, FEBRUARY 5, 2024 AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

Member Staudt said he would like to add "Meadowbrook Road Speed Limit" to Mayor and Council Issues.

CM 24-02-19 **Moved by Smith, seconded by Casey; MOTION CARRIED: 7-0**

To approve the Agenda as amended.

Roll call vote on CM 24-02-19 **Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS:

Assessing Presentation - Jan Ziozios, Deputy Assessor

Deputy Assessor Ziozios introduced herself and explained she has been serving as the Interim Assessor for the past 19 months. She said she has 25 years of real estate experience and came from the fee appraisal world. She said she would provide a bird's eye view of the Assessing Department and what they do. The Assessor's primary responsibility is to annually inventory all taxable property within the city and to develop the true cash value, market value, of the property for the purpose of equitable distribution of the property tax burden. She said in Assessing, equitable and uniformity are extremely important. She said her team takes great pride in trying to strive to be equitable, uniform and fair in the tax assessments. The assessment role is something that takes place all year long and is the foundation of the City's budget. Nearly 70% of revenue for the general fund is from property tax revenue. She spoke about assessed value, which is 50% of market value. State equalized value is sort of synonymous with assessed value but is actually the final values after they've been approved at all levels. She explained that assessed value is always based on market value and developed on sales studios. Taxable value is simply a calculation. She spoke about property transfers and how uncapping works. She noted that taxable value can never be higher than assessed value. She said they often get to explain the uncapping process when a person buys a home from someone who has lived there for a long time. The taxable value of the seller will be low on the assessed value but

1. **Consideration of approval to award the Janitorial Services contract to Master Maintenance in the amount of $199,674.18 for a one (1) year contract with the option of two (2) one-year renewals.**

Mayor Pro Tem Casey said she noticed not every public building was included in the contract, namely the Library. She asked if there was a way to extend the contract to include all civic buildings, included. City Manager Cardenas said the Library has their own contract and he wasn't sure why they weren't consolidated. He wondered if it was because of the sheer number of buildings. Mayor Pro Tem Casey said she would appreciate exploring that going forward.

CM 24-02-21 Moved by Casey, seconded by Thomas: MOTION CARRIED: 7-0

Approval to award the Janitorial Services contract to Master Maintenance for $199,674.18 for a one (1) year contract with the option for two (2) one-year renewals.

Roll call vote on CM 24-02-21 **Yeas: Heintz, Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy**
Nays: None

2. **Consideration of approval to purchase (3) 2024 Ford F-350s from Lunghamer Ford, through the MiDeal Cooperative Purchasing Contract; and upfits to be completed by Truck and Trailer Specialties through the City of Rochester Hills RFP contract, in the amount of $231,242.00.**

City Manager Cardenas said this is a mundane item but staff is excited about it because we haven't been able to find a contract to jump on and finally purchase these vehicles.

CM 24-02-22 Moved by Thomas, seconded by Gurumurthy: MOTION CARRIED: 7-0

Approval to purchase (3) 2024 Ford F-350s from Lunghamer Ford, through the MiDeal Cooperative Purchasing Contract; and upfits to be completed by Truck and Trailer Specialties through the City of Rochester Hills RFP contract, in the amount of $231,242.00.

Roll call vote on CM 24-02-22 **Yeas: Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz**
Nays: None

3. **Initial consideration of Planned Rezoning Overlay (PRO) eligibility of the request of Sakura Novi Residential, LLC, for Sakura East JZ23-41, to rezone from Light Industrial (I-1) to Town Center One (TC-1) on land located on the south side of Eleven Mile Road, west of Meadowbrook Road in Section 23. The applicant is proposing to utilize the Planned Rezoning Overlay option to rezone and develop a 45-unit multiple-family townhome development on approximately 3.5 acres of land. Under the PRO**

Ordinance, this initial review by City Council is an opportunity to review and comment on the eligibility of the proposal and give feedback to the applicant before they formalize their plans.

City Manager Cardenas said this matter does not seek an actual decision by City Council tonight. It is a preliminary look at the proposed PRO development. City Council recently amended to PRO to add a meeting where City Council could see a proposed development early in the process as opposed to the end after the other entities have opined. He said the applicant was present to give an overview of the development and address any questions Council may have and hear any input Council may have before the formal process kicks off at the Planning Commission.

Tim Loughrin, with Robertson Brothers Homes, said this is the second phase of the Sakura development which is just getting underway. He said they appreciate the opportunity to present as much information so they can get feedback from Council. They are calling it Sakura East and it's just west of Sakura on 11 Mile. He said it's currently zoned industrial, but they believe industrial manufacturing uses are not conducive to a downtown setting, which this is. The Master Plan designated this area as Town Center and they believe the site is better suited for transitional use, such as residential and already present in the immediate area. He said they believe office use is not optimal and gave statistics on vacant office space in the state. They believe it will feed the retail and other developments. He said they received good feedback from the Planning Commission and have made adjustments. They were from 52 townhomes to 45 and addressed issues with setbacks and open space to meet the density that is allowable under the Town Center provisions. He added that they are the same elevations as Sakura Novi because the whole point is for it to be an extension of it. It's only separated by a city-owned wetland, which they think is a fantastic amenity. He said there was plenty of connectivity and walking areas along 11 Mile. He said one thing they changed since the Planning Commission meeting was that there was no public benefit and that was important to the Planning Commission. He said they are willing to have conversations about what a public benefit looks like. They thought about a pedestrian connection from 11 Mile to Grand River and provide overall connectivity. He said they are still in the concept phase, but intend to have amenities such as benches, seating areas, community gardens, a covered veranda and open space. He said it was important to note that they have over 50% of the required open space requirement.

Mr. Loughrin said the master plan calls for this area to be zoned Town Center and they are proposing residential. He said there was potential for bringing a ring road into the area and they think that's a good thing because it will bring more activity to the area. He said it's the missing middle town home with attached garages ranging from 1,300 to 1,600 square feet. He said almost half the site is open space. He said they reduced the density after the Planning Commission comments and spoke about the room count. They are also now meeting all the setbacks. He added that they don't have any neighbors because its surrounded by a wetland, a gravel road, and a cell tower. He said they are aware of some deviations that have been pointed out in the landscape and they will work on meeting those requirements. He spoke about the public benefit. He addressed

one comment about using the site to build a senior living facility. He said it takes a lot more land and it would not work. He showed the renderings and said it would be a beautiful community. He explained the units are not stacked. Each enters through a private garage with dining and living on the second floor, and bedrooms on the third. He said he looked forward to getting feedback and their thoughts on if it's appropriate land use.

Member Gurumurthy said she was glad to see the changes made since the Planning Commission. She said there was a 62% deficiency in multi-family unit trees and only 59 were provided but 156 are required and she would like to see that addressed. One of the public benefits she saw was the sidewalk and she wanted to see that be the required 12.5 feet, but it was only 6 feet. She stated the cost wasn't clear but wanted that clarified.

Member Heintz said he was curious if there were other elements of the adjacent wetlands they could work with. It seems to be an attractive piece for homeowners. Mr. Loughrin said they don't own it, the City owns it. He said they took some liberties in putting the walkway in it as a recommendation of what could be a public benefit. Perhaps there are things they could do like better access to it for the public, but he hadn't thought about that. He said they want to make this a focal point and a bit more natural. She said there are things they can look at to enhance the area if the City is willing to and wants them to do something like that. Member Heintz said there was value in wetlands, and he wondered how that worked into everything.

Member Staudt said he was at the Planning Commission meeting and wasn't impressed. He said they've taken a big step forward. He asked what the urgency was. He's been watching Sakura for a long time, and he wasn't excited by them pulling permits and having nothing built other than roads and utilities. Mr. Loughrin said there was a lot of urgency to start going vertical at Sakura Novi. They've had challenges in getting the building permits but there is 100% urgency. He said as far as this site, it's sat on the market for a long time, and they are looking forward to moving forward with the project. Member Staudt asked why they went the PTO route instead of a straight rezoning. Mr. Loughrin said the zoning ordinance is fairly antiquated and doesn't fit for the town home style development. Member Staudt said it's a small piece of property and there aren't a lot of units on it. He didn't see much opportunity to provide much public benefit. He said it was vanilla. The amenities aren't a public benefit, they are for the people who are renting. He asked why they chose apartments instead of condos. Mr. Loughrin said it was a continuation of Sakura Novi and those are rentals as well. Member Staudt asked if they would be using the same materials and façade. Mr. Loughrin said yes. Member Staudt said the property next to it is nice wetlands and it could be dramatically cleaned up. He said if there was any opportunity to work with them on that, it would be a real community benefit. He said when he thinks of community benefit, it's that residents can come from other places to use it. He didn't see anything on the 3-acre plot that would be a benefit to our residents. He said they weren't the first people to say that Novi has a shortage of apartments, but that's not the case. They are facing a lot of new building in Novi, and they don't want a bunch of vacancies. He would like to see Sakura Novi built out and this afterward. He said he'd be disappointed if this was built before the rest of it gets done.

Mr. Loughrin said that wouldn't happen. Member Staudt said they've made a big improvement by reducing the number of units and clearing up some space. He said this was an area that could handle additional apartments.

Mayor Pro Tem Casey made a general comment that they are seeing an increase in the number of rental units that are being proposed to the City. She thought it was about a third of the housing stock and she said she feels ok with that now but was nervous about it growing. She said she believed multi-family is an opportunity for the city but was concerned at the percentage of rentals. She asked Planning staff about a line in the documentation that speaks to some concerns about rezoning this land as residential and having an impact on the surrounding properties. Planner McBeth said the properties that are adjacent are zoned Light Industrial and have certain benefits if they're not abutting a residential zoning district but have a slight disadvantage if they are. The uses that exist can stay there, but if another use wanted to come in, they might be subject to height restrictions, additional berming requirements, etc. Mayor Pro Tem Casey said she wanted them to understand what the impact would be to others if we enable and allowed residential to come in. Mr. Loughrin said there weren't any other industrial uses that could go on this site. He said they couldn't rezone it to anything other than that if they want to build industrial. He said they are providing a buffer and didn't understand what they were trying to buffer from. Mayor Pro Tem Casey said there is still an opportunity for additional development to the east. Even though it's a parking lot now, it might not always be. She said she thought putting multifamily there was appropriate. She said there were some big deviations, and she would not support any of the landscaping deviations. She expected the deviations to be small. She said there may be a road to the east, so if they have the opportunity to continue to develop the screening that they would need to put on from a berm and screening perspective. She said to the west they can decide how much screening to block the road and that can limit the benefit of having the wetlands there. She reiterated there is the possibility of a road going in, so take that into consideration. She said that gives them the opportunity to address any tree deficiencies. She said if they weren't considering a road, the pathway was interesting. She added that would be more for the residents than the general population. She said she was intrigued by the idea of doing something with the wetland because that feels more like a public benefit. She said as of now, she didn't feel that they've offered up a true public benefit.

Member Smith said one of the goals that Council has talked about is small parks. The east side of Novi is short on parks. He said anything that could be done with the wetland, he was interested in. He said he noticed a comment about lead standards and the building materials, but it didn't provide the answer. He said he was interested in seeing them meet very high environmental standards to make sure they're using energy and water efficiently.

Member Thomas said his colleagues have pointed out everything. She wanted to reiterate the public benefit aspect. She said what stood out was the deficiency in trees and screening. If it remained the same, she would not support the project. She said it is important we do our best to enhance the environment. Mr. Loughrin said there isn't a lot

of opportunity to put a lot more trees in. He wasn't sure if they would be deficient, but they plan to provide more berms and landscaping to meet those requirements.

Mayor Fischer said there were some comments in the packet about room count that confused him. He asked Planning staff to walk him through that piece of the ordinance and how it changed since the Planning Commission. Planner Bell explained they were previously proposing 52 units and now have 45. The definition of a "room" in the ordinance is anything that can be counted as a potential bedroom. The ordinance provides a calculation that determines the maximum number of rooms allowed. She added that Council is not permitted to approve deviations and density under the PRO ordinance. Mayor Fischer asked the applicant how many parking spots are required and how many are proposed. Mr. Loughrin said he didn't have the exact number but because they also have garages, they meet the requirement. Mayor Fischer said he was concerned about people having parties and there being enough parking. Mr. Loughrin said the unit has a two car garage and there seemed to be about 25-30 guest parking spots. Mayor Fischer said he lived in a similar community to this in the past and the number of off-street parking was not acceptable and did not live up to the capacity of what was going on. He said he would keep an eye on the off-street parking because he didn't know where people would be able to park. That could cause some real issues. He echoed the comments of a previous speaker about the concern of the number of rental units in Novi. He asked if he would comment on why they don't want some sort of owner-occupied portion of Sakura. Mr. Loughrin said they build more for sale than rental and its's something they could look at. He said the desire would be to use the assets they have and expand on it. He added that there is a lot for sale coming which would be competition. He said Novi has a diverse population that does need this type of missing middle housing. Mayor Fischer said he was concerned that we're reaching a saturation point with rental units. He said he understood these are purely livable quarters and these people would rent from Sakura Novi. He asked if they would have access to the amenities. Mr. Loughrin said yes, they would have access to everything. Mayor Fischer said if this wasn't a component of Sakura Novi, he would be able to support it. He said something neat could potentially be done if we're able to construct something with the city property in the middle, but we're never in the business of telling you what to do for public benefit.

Mr. Loughrin said this was great feedback and he liked hearing about the willingness to let them look at the wetlands because it could be a win-win.

City Council adjourned for a break at 8:58 p.m. and returned at 9:05 p.m.

4. Approval of Letters of Understanding with City of Novi Collective Bargaining groups for a one-time Cost-of-Living Adjustment (COLA).

City Manager Cardenas explained that City Administration has been looking for a way to ease the financial impact of high inflation that the employees have been dealing with for well over a year. In addition to assisting and recruiting new employees in a tough labor market over the past couple years, we've seen a striking number of departures from all

PLANNING COMMISSION MINUTES

EXCERPT 10/16/2024

PLANNING COMMISSION MINUTES

CITY OF NOVI
Regular Meeting
October 16, 2024 7:00 PM

Council Chambers | Novi Civic Center
45175 Ten Mile Road, 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 Becker, Member Lynch, Chair Pehrson, Member Roney, Member Verma
Absent Excused:	Member Dismondy
Staff:	Barbara McBeth, City Planner; Beth Saarela, City Attorney; Lindsay Bell, Senior Planner; Dan Commer, Planner; Humna Anjum, Plan Review Engineer; Ben Nelson, Plan Review Engineer; Rick Meader, Landscape Architect

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Motion made by Member Lynch and seconded by Member Becker to approve the October 16, 2024 Planning Commission Agenda.

VOICE VOTE ON MOTION TO APPROVE THE OCTOBER 16, 2024 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER BECKER. *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 audience participation.

CORRESPONDENCE

There was not any correspondence.

COMMITTEE REPORTS

There were no Committee reports.

CITY PLANNER REPORT

There was no City Planner Report.

CONSENT AGENDA - REMOVALS AND APPROVALS

There were no Consent Agenda Removals and Approvals.

PUBLIC HEARINGS

1. **22615 NOVI ROAD WOODLAND PERMIT PBR24-0106**
   Public hearing at the request of Anywhere Lombardo LLC, for a Woodland Use Permit for 22615 Novi Road. The site is located west of Novi Road, and north of Nine Mile Road in Section 27 of the

in front of the Feldman dealerships. He lives very close to there and it happens quite regularly.

The other thing for public benefit is KIA already has an existing building and employees, so quoting the public benefit of new employees would have to subtract how many are currently employed and what's the total employment in your new building. Otherwise, that's kind of a misstatement of fact.

Grand River is between Haggerty and Novi Road is all car dealerships, so it certainly does fit. It's probably better than what might be built on the former Glenda's property.

Member Becker would recommend that the applicant look into building up the public benefit with real numbers and terms.

Member Verma had two concerns, which have already been addressed. One was the loading and unloading of vehicles, and the other was the lighting.

Member Roney stated that it seems Novi has an auto corridor along Grand River, with about seven dealerships there, so this is very fitting. He is in favor of the project. The Glenda's property has been looking pretty bad for a number of years now. It was a good improvement to get the old structures removed and the lot cleaned up, but it still needs some love. He is not sure if the sidewalk is enough of a benefit. There may be opportunities with bus stops along Grand River.

Member Avdoulos agrees that the proposal is compatible with what that area of Grand River is known for. The applicant has provided a great graphic that shows the lighting calculations along the property line to be one foot candle or less. That graphic could be made available to the resident who had concerns about the lighting.

The hedge and sidewalk along Joseph Drive is a nice addition. Maybe there is a way to talk to the City to help mitigate the speeding down Joseph as a public benefit, possibly with speed bumps.

Member Avdoulos would like to better understand the acoustics in terms of any noise emanating from the dealership for the residents. Most of his other concerns have been addressed.

Chair Pehrson stated he agrees with the Planning Commissioners comments. He would also suggest looking into other dealerships that abut residential to get feedback from those residents relative to their experience being next to a dealership as well as any available empirical data that exists relative to security surrounding car dealerships to help the residents feel more comfortable. The language in the PRO document should include emphasis on not driving down Joseph for any test drives or unloading in the center lane of Grand River Avenue.

This agenda item was discussed, but a motion on the item was not required.

6. **JZ23-41 SAKURA EAST PRO PLAN WITH REZONING 18.743**
   Public hearing at the request of Sakura Novi LLC for Planning Commission's recommendation to City Council for a Zoning Map Amendment from Light Industrial to Town Center One with a Planned Rezoning Overlay. The subject site is approximately 3.5-acres and is located south of Eleven Mile Road, west of Meadowbrook Road (Section 23). The applicant is proposing to develop a 45-unit multiple-family townhome development.

Senior Planner Bell stated the applicant is proposing to rezone about 3.5 acres south of Eleven Mile Road, to the west of Meadowbrook Road, utilizing the Planned Rezoning Overlay (PRO) option. The existing development to the east is largely office developments, with some vacant parcels to the west. The City's public works and police training facility is to the north, and a Verizon cell tower is located on the property to the south.

The current zoning of the property is I-1 Light Industrial as are the properties surrounding the site.

The Future Land Use Map identifies this property and those around it in red hatch as TC Gateway, which

would be consistent with the Gateway East zoning district. East of the site is planned for Industrial Research Development and Technology, and to the north is public facilities.

The natural features map shows there is a small wetland area in the southwest corner of the site. The wetland survey provided by the applicant confirms this feature.

The applicant is proposing to utilize the Planned Rezoning Overlay to rezone the property to TC-1 Town Center 1. The PRO plan shows a total of 45 attached townhome units on the site, which was reduced from 52 on the original plan. The development is accessed by one entrance off Eleven Mile Road. A secondary emergency access drive to the office development to the east is shown. Parking is provided in garages, on the garage aprons, and a few small bays of surface parking.

The Town Center districts require development amenities to be provided, which have been added to the plans. There are three gathering spaces: one multi-purpose field, one open space area between the buildings, and one area with outdoor furniture, grill and a firepit on the west side. The plan exceeds the requirements for both general open space and usable open space by a significant amount. There are also no impacts to the existing wetland area proposed.

Landscaping was previously a concern, but the applicant has addressed those issues, and the plan now meets the requirements of the Ordinance for number of landscaping trees.

Based on City Council's suggestion during the initial review, the applicant is proposing to design and construct a wetland overlook amenity on the City's wetland property as a public benefit. The concept drawing shows a crushed granite pathway from the 11 Mile sidewalk to a wider area overlooking the pond with benches, accent boulders, a stone retaining wall with a guardrail, and landscaping. The City's Parks and Recreation Director has expressed an interest in having the overlook in the area east of the wetland so that in the future this could be expanded to create a larger park area. The applicant's consultant identified Site A as the preferred location for the overlook based on views to the open water and minimal impact to gain access to the proposed pond overlook. There was concern that placing the amenity on the east side (Site B), it would be less visible and potentially less secure due to lack of visibility. Site A is also more readily accessible from the existing public sidewalk along 11 Mile Road. Previously the applicant had proposed a multi-use pathway on the City parcel that would provide a connection between 11 Mile Road and Grand River, which has since been removed.

The applicant has stated they chose the TC-1 district to be consistent with the Sakura Novi development under construction to the west. They state that this project is an extension of Sakura Novi, and future residents would be able to enjoy the amenities that the larger Sakura Novi development offers. Between this site and Sakura Novi there is a 7-acre parcel of land owned by the City which is largely occupied by a wetland. There is an existing sidewalk along 11 Mile, but the distance between the nearest entrances is over 1,000 feet.

Rezoning to the TC-1 category would permit the use proposed, however that zoning district is not in compliance with the current Master Plan designation as TC Gateway. The corresponding Gateway East district is intended as a transitional zoning into the Town Center area, allowing office, retail, financial, and restaurant uses as principle permitted. Residential uses are only permitted under the Special Development Option, which requires a minimum parcel size of 5 acres, and has requirements for buffers and screening between uses.

Staff and consultants have identified some issues with the proposed rezoning and PRO Plan. First, the zoning district indicated does not match the Future Land Use map guidance but does correspond to the nearby original Sakura Novi development.

Staff had previously mentioned concerns with the compatibility of the proposed use and buffering from the adjacent uses that will remain I-1 Light Industrial. Being adjacent to a residential development will require additional setbacks or other restrictions, which can be an added burden to surrounding non-residential landowners. Certain uses that were considered principal permitted become Special Land Use when adjacent to residential uses, and other uses are simply not permitted in the I-1 district when adjacent

to residential. I-1 landowners would also be responsible for providing the 10-15 foot berm unless sufficient screening and buffering is provided on the proposed site. The applicant has revised their plan to increase the landscape screening along the eastern property line and added a fence and landscaping to the southern property line.

The traffic study notes that the number of residential units proposed would likely result in fewer vehicle trips compared to a Light Industrial development. Engineering notes there is capacity for the water and sewer demands for the proposed use, and stormwater detention is to be provided in underground systems. The buildings proposed have the same facades as were previously approved for Sakura Novi.

The request to rezone includes the condition to limit the use of the property to the use and number of units indicated on the site plan, which would provide restrictions, unless the agreement is amended. Additional conditions proposed include a limitation on building height and exceeding the open space requirement. The draft motion sheet includes a full list of proposed conditions and deviations requested.

Tonight, the Planning Commission is asked to hold the public hearing, and to make a recommendation to City Council on the PRO Plan. Following the Planning Commission public hearing, the project would then go to City Council for its determination of approval.

The applicant Tim Loughrin from Robertson Brothers is here representing the project tonight. Staff is also available to answer questions.

Chair Pehrson invited the applicant to address the Planning Commission.

Tim Loughrin from Robertson Homes introduced other members of the Sakura team – Phil Kim, Scott Aikens, and Bruce Yeager. The Sakura team is very excited about the Sakura project, there is a lot of progress going on. They are excited about this project as well, which they see as basically the last phase of Sakura development.

Last time the Sakura team was before the Planning Commission, they had some work to do. They have worked with staff to get their support on the project and have made some improvements since the last time they were before the Planning Commission.

The landscape buffering to the south was a big issue. To the south is zoned I-1, although the Master Plan calls for it to be TC Gateway in the future. So, from the letter of the law, it needed a lot of landscape buffering, which has been done. There is a double row of planting with additional trees and a fence. The Sakura team met with planning and landscape staff and addressed outlying issues at this point.

The density has been reduced from 52 units down to 45 units.

Another improvement is an added public amenity that was born out of the City Council meeting. The prior pedestrian pathway did not get much traction. City Council want something done on the City owned wetland site, which Mr. Loughrin thinks is a great idea. It is located based on the recommendation of the Sakura consultant. They wanted to keep it low impact. One of the directions from City Council was not to make it just about Sakura, but a Novi public amenity for everybody.

As far as open space is concerned, three distinct areas were added. These were not really defined the last time Sakura was in front of the Planning Commission. Almost half of the site is open space, so there was some space to work with. It's a small site, it's 3 1/2 acres but we are providing three active areas with benching, lighting, phone chargers, grills, fire pits, really things that you'd expect in a community like this.

Why residential here? There have been a lot of comments from staff about it not being an appropriate use because it's zoned industrial. The Master Plan identifies use as future TC Gateway and specifically calls out residential in that area. You want to see this be part of that Town Center area, which is great planning. Residential is perfect for that site. You're never going to get an industrial user or office. This is bringing people into the Town Center area.
The center green area has underground detention so that is why there are no trees there. The Sakura

landscape architect did a fantastic job working with staff to get it to this point. There will be a lot of buffering along 11 Mile and buffering to the south. So, it is a lot greener than was seen before and a lot more amenities.

From a connectivity standpoint, again we see this as just a connection of Sakura Novi. The leasing office will be from Sakura Novi, all the platforms that will be part of Sakura Novi will be part of this.

In summary, it is a very small site, barely 3 acres, with 45 units. It certainly works at that density there, we call it missing middle. That's a term that gets thrown around all over the place, but it is important communities do really kind of strive for this type of housing. It is very expensive to buy homes. It's very expensive to rent homes as well, but in this case with this missing middle, it's something that people are looking for in the Novi community. There has been a lot of interest in Sakura Novi, and we haven't even opened for leasing yet, although we're very close. The units are 1,300 or 1,600 square feet with a two-car garage. The floor plans and elevations are the same as Sakura Novi.

Chair Pehrson opened the public hearing and invited members of the audience who wished to speak to approach the podium.

Paul Stoychoff stated he is the representative of the estate of Eleanor Stoychoff. This parcel is the last from his mother's estate. His parents had been trying to sell the property for over 25 years. They used to own property from Grand River all the way to 11 Mile, including the Saratoga Trunk restaurant property. They've sold off property in their retirement piece by piece. They sold the restaurant in 1983 and then they sold the ten acres where the communication tower is at in 1986. This parcel remains the only parcel unsold as it has not been able to be sold as Light Industrial.

Mr. Stoychoff requests that the Planning Commission approve the application. The builders have been very conscientious in working with the City and addressing their concerns. The land has been up for sale for a long time. This project complements the Sakura Novi project. It will be quite desirable and sell like hotcakes.

Brian Gargaro stated he is the real estate agent representing Mr. Stoychoff's nephew, who owns the east parcel. The property has been for sale for seven years and has had zero interest in it as an industrial use. He agrees with everything Mr. Stoychoff stated. The market is the ultimate arbiter of price, use, and demand for a property and the market is telling us loud and clear that the current industrial zoning is obsolete for this parcel. It further indicates that the highest and best use would be for residential use.

Seeing no one else, Chair Pehrson requested Member Lynch read the correspondence received on the matter. There was one response received in favor from Mr. Stoychoff who just spoke.

Chair Pehrson closed the public hearing and turned the matter over to the Planning Commission for consideration.

Member Lynch thanked the applicant for taking previous comments to heart. It looks like a good project; the amenities look good, he doesn't have any issues. Member Lynch inquired how the public would know that the park area is public and not private to Sakura residents. Mr. Loughrin responded that signage would be proposed at the front that makes it clear it is a City park, he will work with the City staff on that.

Member Becker inquired to staff regarding concern expressed about putting a residential property next to I-1, which would impose further setbacks and limit what the I-1 property owner could do. Senior Planner Bell responded that is true, I-1 parcels would need a 100-foot setback, but noted that the existing Gateway Townhomes are adjacent. The Verizon tower property is also adjacent. It may not be an issue unless or until the Verizon cell tower land is every redeveloped. The Sakura East plan has reinforced the screening to the south, but that would not help with the setback requirement for the I-1 parcel.

Member Becker stated that initially he was not in favor, it seems more like a satellite than an extension for Sakura Novi, however he is now in favor of the project.

Member Verma stated the project looks good; he is in favor.

Member Roney stated he is in favor of the project.

Member Avdoulos stated he likes the fact that the project is becoming more cohesive. With the same architecture and aesthetics, it will be recognized as one development.

Motion to recommend approval to City Council to rezone the subject property for JZ23-41 Sakura East from Light Industrial to Town Center made by Member Avdoulos and seconded by Member Lynch.

In the matter of JZ23-41 Sakura East, with Zoning Map Amendment 18.743 motion to recommend approval to City Council to rezone the subject property from Light Industrial (I-1) to Town Center One (TC-1) with a Planned Rezoning Overlay Concept Plan.

A. The recommendation includes the following ordinance deviations for consideration by the City Council, for the reasons noted:
1. **Allowable Number of Rooms (4.82.2.B): Planning deviation from Section 4.82.2.B to allow an increase in the number of rooms permitted on the property up to 225 rooms.**
2. **Sidewalks (Sec 3.27.1.I): Planning deviation from Section 3.27.1.I to permit the existing 6-foot sidewalk rather than the 12.5 foot wide sidewalk required in the TC-1 District on a non-residential collector road, as this is consistent with the existing sidewalk width along 11 Mile Road and is not considered a gathering space in this area.**
3. **Pedestrian Connectivity (Sec. 3.8.2.G): Planning deviation to allow a 5-foot sidewalk along the west side of the entrance driveway only, since it is a relatively small development and areas to the east do not have many walkable destinations.**
4. **Landscape Screening (Sec. 5.5.3.B.ii and iii): Landscaping deviation from Section 5.5.3.B.ii and iii. for the lack of a berm between the site and adjacent industrial properties, as the applicant has provided evergreen trees and arborvitaes for screening, as well as a fence along the southern property line.**
5. **Major Drive (Sec. 5.10): Planning deviation to allow a 24-foot driveway width entering the site, where the ordinance requires a major drive to be 28-feet back-to-back width, as the site has a relatively low number of trips.**
6. **Section 9 Waiver (Section 5.15): Façade deviation from Section 5.15 to permit the underage of brick (26% proposed, 30% required) on the front façade, and the overage of Cement Fiber Siding (58% proposed, 50% allowed) on the side facades of the Matsu building style, as the deviation is minor and does not adversely impact the aesthetic quality of the building.**

B. If the City Council approves the rezoning, the Planning Commission recommends the following conditions be made part of the PRO Agreement:
1. **The height of the buildings will be limited to 35 feet. The ordinance permits up to 5 stories or 65 feet in TC-1, so limiting the height would be more restrictive.**
2. **The use of the property is restricted to 45 attached residential units, with a total room count of 225 and a density of 14.3. This would provide a restriction of the use of the property, as well as layout in conformity with the PRO Plan.**
3. **The total open space of the site will exceed the 15% requirement, with no less than 48% provided, which exceeds the ordinance requirements.**
4. **The distance between buildings will be a minimum of 15 feet.**
5. **No more than 7 units would be in a single building, which is more limiting than the ordinance allows.**

C. This motion is made because the proposed Town Center One zoning district is a reasonable alternative to the Light Industrial District and fulfills the intent of the Master Plan for Land Use, and because:
1. **A reduction in traffic compared to development under the current zoning. The traffic study shows a difference of about 20 fewer trips compared to a general light industrial use, or up to 835 fewer trips compared to a medical office use.**

2. **The plan shows that the total open space areas to be provided will exceed the 15% Open Space requirement of the TC-1 district, with approximately 45% shown.**
3. **The project will exceed the 9,000 square foot Usable Open Space requirement, with about 17,200 square feet proposed.**
4. **Preservation of the on-site wetland. The wetland is very small in size (less than 0.1 acre) but does represent an ecological benefit.**
5. **A publicly accessible wetland overlook amenity to be provided on the City's parcel to the west, as shown in the PRO Plan.**
6. **The detriments to the City from the multiple family development as proposed are not substantial overall, so while the benefits to the public of this proposed use resulting from the conditions above are somewhat minor, they do tend to outweigh the detriments.**

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL TO REZONE THE SUBJECT PROPERTY FOR JZ23-41 SAKURA EAST FROM LIGHT INDUSTRIAL TO TOWN CENTER MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 6-0.*

MATTERS FOR CONSIDERATION

1. **APPROVAL OF THE SEPTEMBER 11, 2024 PLANNING COMMISSION MINUTES**

   Motion to approve the SEPTEMBER 11, 2024 Planning Commission minutes.

ROLL CALL VOTE ON MOTION TO APPROVE THE SEPTEMBER 11, 2024 PLANNING COMMISSION MINUTES MADE BY MEMBER LYNCH AND SECONDED BY MEMBER AVDOULOS. *Motion carried 6-0.*

CONSENT AGENDA REMOVALS FOR COMMISSION ACTION

There were no consent agenda items.

SUPPLEMENTAL ISSUES/TRAINING UPDATES

There were no supplemental issues or training updates.

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 October 16, 2024 meeting made by Member Lynch and seconded by Member Becker.

VOICE VOTE ON MOTION TO ADJOURN THE OCTOBER 16, 2024 PLANNING COMMISSION MEETING MADE BY MEMBER LYNCH AND SECONDED BY MEMBER BECKER. *Motion carried 6-0.*

Meeting adjourned at 9:22 PM.

*Actual language of the motion sheet subject to review.

REZONING TRAFFIC IMPACT STUDY

FLEIS&VANDENBRINK
DESIGN. BUILD. OPERATE.

MEMO

VIA EMAIL tloughrin@robertsonhomes.com

To:	**Tim Loughrin** **Robertson Brothers Homes**
From:	**Julie M. Kroll, PE, PTOE** **Fleis & VandenBrink**
Date:	**April 22, 2024**
Re:	**Proposed Sakura East Residential Development** **Novi, Michigan** **Rezoning Traffic Study**

INTRODUCTION

This memorandum presents the results of the Rezoning Traffic Study (RTS) for a proposed residential development in the City of Novi, Michigan. The project site is located adjacent to the south side of Eleven Mile Road, approximately ¼ west of the Meadowbrook Road intersection in Novi, Michigan, as shown in **Figure 1**. The proposed development is located on approximately 3.5 acres that is undeveloped and will include construction of 45 Townhome units. As part of this development project, the subject property is proposed to be rezoned from the existing I-1 (Light Industrial) to Planned Rezoning Overlay (PRO) with underlying TC-1 (Town Center-1) zoning.

FIGURE 1: SITE LOCATION MAP

27725 Stansbury Boulevard, Suite 195
Farmington Hills, MI 48334
P: 248.536.0080
F: 248.536.0079
www.fveng.com

This RTIS was performed in accordance with the requirements outlined in the *City of Novi Site Plan and Development Manual*. Included in this RTIS are background information, description of the requested use, trip generation analysis, and available traffic counts within one mile of the subject property. Sources of data for this study include MDOT, Southeast Michigan Council of Governments (SEMCOG), and ITE.

BACKGROUND INFORMATION

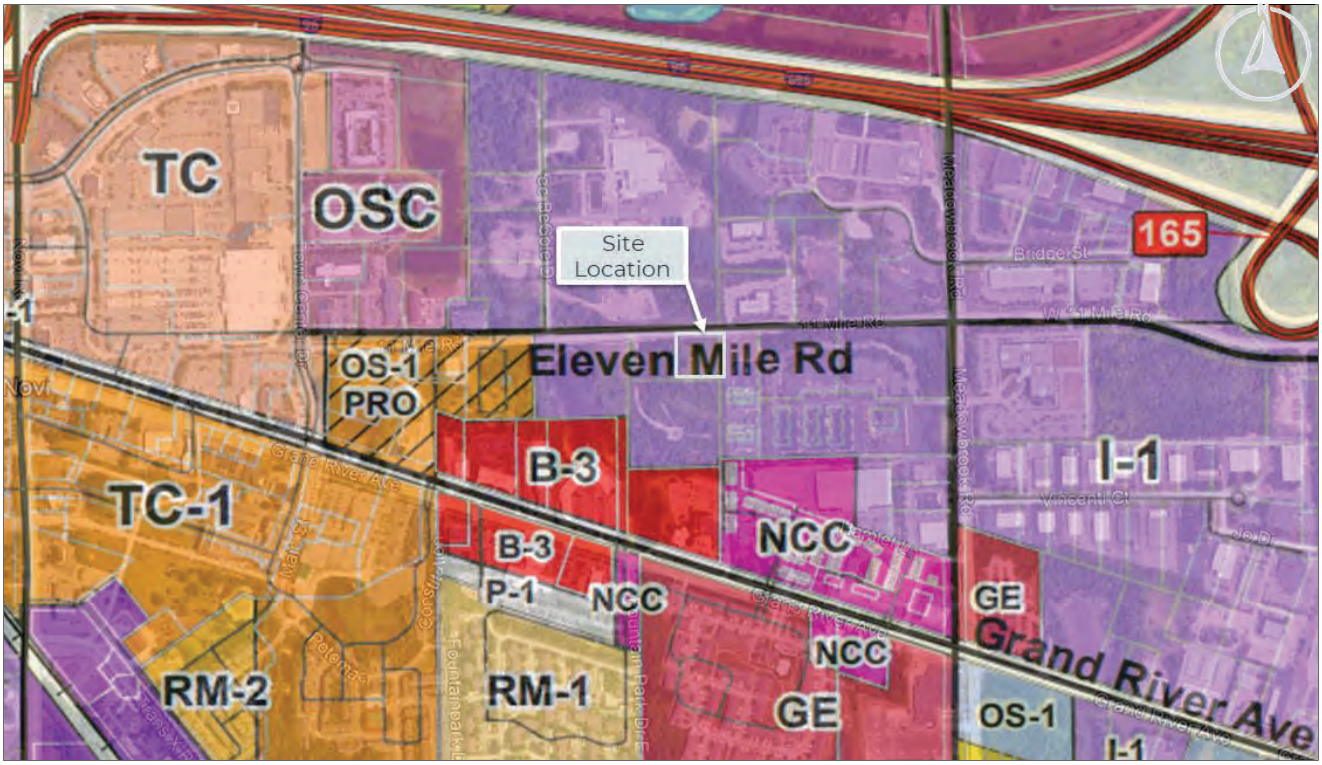
The project site is located adjacent to the south side of Eleven Mile Road, approximately ¼ west of the Meadowbrook Road intersection in Novi, Michigan. Site access is proposed via one driveway on Eleven-Mile Road and shared access with the development east of the site. Eleven Mile Road runs generally in the east and west directions and is under the jurisdiction of the City of Novi. Additional roadway information[1] is summarized in the table below and attached.

TABLE 1: ROADWAY INFORMATION

Roadway Segment	Eleven Mile Road (Town Center Drive to Meadowbrook Road)
Number of Lanes	3 (1-lane each direction and TWLTL)
Functional Classification	Major Collector
Posted Speed Limit	35 mph
Traffic Volumes (MDOT 2023)	4,442 AADT

The project site is located on the south side of Eleven Mile Road, north of Grand River Avenue, and currently zoned as I-1 (Light Industrial). Adjacent to the east side of the project site are several small offices and small businesses. The remaining property adjacent to the site is currently undeveloped. The adjacent land uses and existing zoning are shown on **Figures 2 and 3**.

FIGURE 2: EXISTING ZONING MAP



[1] Source: Southeast Michigan Council of Governments (SEMCOG)

FIGURE 3: ADJACENT LAND USE MAP

DESCRIPTION OF REQUESTED USE

The proposed project includes the development of 45 townhome units. The proposed development is located on approximately 3.5 acres of undeveloped property. As part of this development project, the subject property is proposed to be rezoned from the existing I-1 (Light Industrial) to Planned Rezoning Overlay (PRO) with underlying TC-1 (Town Center-1) zoning.

TABLE 2: ROADWAY INFORMATION

PROJECT SUMMARY	SAKURA EAST
PROJECT TYPE	Residential
UNIT TYPE	Townhomes
NUMBER OF UNITS	45
LAND AREA	3.5 Acres
EXISTING ZONING	I-1 (Light Industrial)
PROPOSED ZONING	PRO (TC-1)
PROJECT PHASING	None
FUTURE EXPANSION	None

TRIP GENERATION

A trip generation comparison was performed to evaluate the maximum potential development plan under the existing I-1 zoning, as compared to the proposed PRO site plan. The City of Novi Zoning Ordinance describes the land uses permitted by-right under the existing I-1 zoning. In order to determine the maximum site trip generation potential under the existing and the planned rezoning overlay (PRO), the principal uses permitted under each zoning classification must be matched to the land use categories described by the Institute of Transportation Engineers (ITE) in *Trip Generation, 11th Edition*.

The Ordinance definition of uses permitted under I-1 zoning includes several categories: general light industrial, manufacturing warehousing, medical and general offices, and veterinary clinics. Review of the corresponding ITE land use descriptions indicates that General Light Industrial (LUC 110), Manufacturing (LUC 140), General Office (LUC 710), and Medical-Dental Office (LUC 720) uses best match the uses defined by Ordinance and the size of site parcel. The maximum trip generation potential of the subject site was forecast for the existing I-1 zoning and was compared to the projected trips generated by the proposed development. The trip generation forecasts are shown in **Table 3**.

TABLE 3: TRIP GENERATION COMPARISON

Zoning	Land Use	ITE Code	Size	Unit	Average Daily Traffic (vpd)	AM Peak Hour (vph)			PM Peak Hour (vph)		
						In	Out	Total	In	Out	Total
Existing Zoning (I-1)	General Light Industrial	110	83,400	SF	364	54	7	61	5	30	35
	Manufacturing	140	83,400	SF	516	46	14	60	17	38	55
	General Office Building	710	30,000	SF	407	52	7	59	10	51	61
	Medical-Dental Office Building	720	30,000	SF	1,181	65	17	82	36	83	119
	Max for Existing Zoning (I-1)				*1,181*	*65*	*17*	*82*	*36*	*83*	*119*
Proposed PRO	Single-Family Attached Housing	215	45	DU	292	5	13	18	14	9	23
Difference					-889	-60	-4	-64	-22	-74	-96

CONCLUSIONS

- The results of the trip generation comparison indicate that the proposed PRO will generate *less* trips than the potential trip generation associated with the existing zoning.
- The proposed PRO will have less impact on the adjacent roadway system than the potential use of the property as currently zoning.

Any questions related to this memorandum should be addressed to Fleis & VandenBrink.

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Michigan.

Digitally signed by Julie M. Kroll
Date: 2024.04.22 11:52:13 -04'00'

Attached: Site Concept Plan
Traffic Volume Data
SEMCOG Roadway Data

Site Data:

Gross Site Area:	3.50 Ac.	Parking:	
Net Site Area:	3.13 Ac.	Garage Parking:	68 spaces
Proposed Units:	45 Units	Apron Parking:	68 spaces
1 Car Townhomes:	22 Units	Guest Parking:	21 spaces
2 Car Townhomes:	23 Units	Parking Distribution:	3.49 spaces / Du.
Proposed Density:	14.38 Du. / Ac.		
		Road Width:	24'
Building Setbacks:		Road Length:	976 LF
Front Yard:	17' min.	Road Length per Unit:	21.69 LF / Du.
Building Separation:	15' min.		
		Open Space:	1.42 Ac.
		Open Space Percentage:	45.37%

Site Plan Rendering

Sakura East
Novi, Michigan
Robertson Brothers Homes

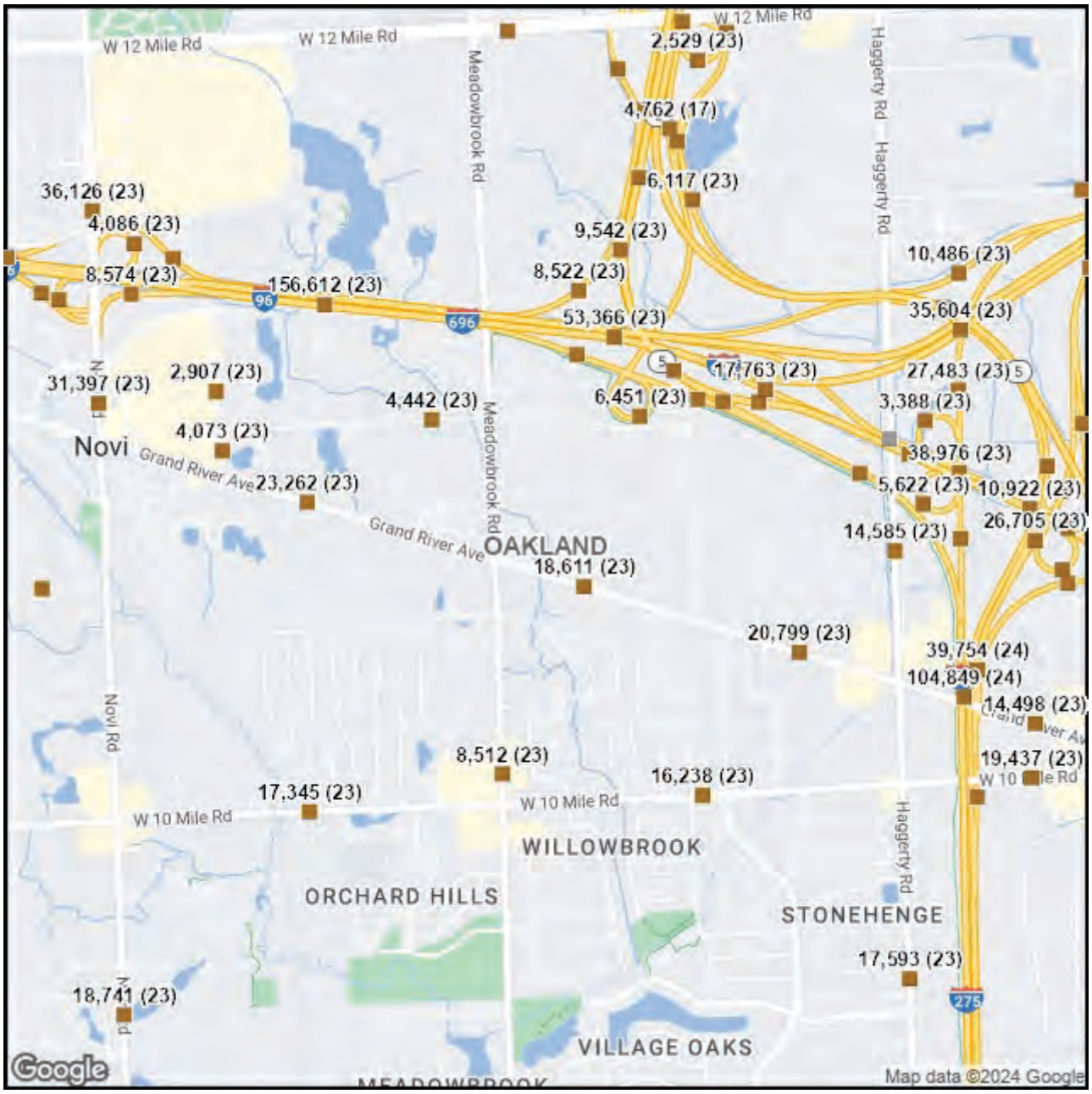
January 2024

Prepared By: Land Design Studio
750 Forest Avenue - Suite 101
Birmingham, MI 48009
(248) 594-3220

Prepared For: Robertson Brothers Homes
6905 Telegraph Road - Suite 200
Bloomfield Hills, MI 48301
(248) 657-4968

0 10' 20' 40' 60' 100'

North



0 3000 6000

Feet

N

TCDS Locations

- Short
- Continuous
- WIM
- Located Short
- Located Continuous
- Located WIM
- Inactive Location
- State Owned

MDOT
Michigan Department of Transportation

4/22/2024

SEMCOG | Southeast Michigan Council of Governments

Crash and Road Data

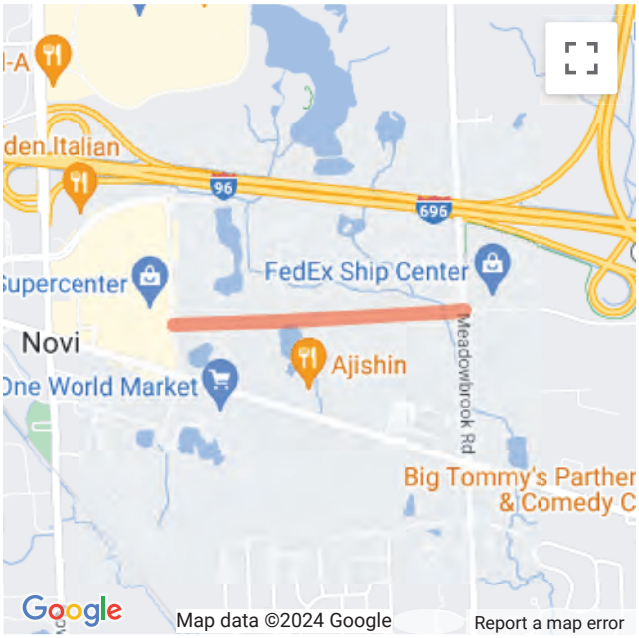
Road Segment Report

11 Mile Rd W, (PR Number 657010)

From:	Town Center Dr 0.000 BMP
To:	Meadowbrook Rd 0.707 EMP
Jurisdiction:	City/Village
FALINK ID:	2171
Community:	City of Novi
County:	Oakland
Functional Class:	5 - Major Collector
Direction:	2 Way
Length:	0.707 miles
Number of Lanes:	3
Posted Speed:	0 (source:)
Route Classification:	Not a route
Annual Crash Average 2018-2022:	2
Traffic Volume (0)*:	
Pavement Type (2022):	Asphalt
Pavement Rating (2022):	Fair

* AADT values are derived from **Traffic Counts**

Street View



REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
TUESDAY, NOVEMBER 12, 2024, AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

Mayor Fischer took this time to reflect on the unexpected loss of former City Council member Terry Margolis. She was a 30-year resident of Novi who discovered her passion for public service after successfully opposing the City's efforts to place a pool near the entrance of her subdivision. She served as a library board of trustees from 2002 – 2005 including a term as library board president and played a crucial part in hiring the current director and in raising funds for the construction of the new library facility. Terry went on to serve two terms on City Council from 2005 to 2013. She was an advocate for parks and public safety. Terry's legacy is one of service integrity and deep love of the community. One role she cherished above all was being Nana to her grandchildren. She would organize Nana Camp for them each year, tailoring each day for each grandchild's interest. We extend our condolences to her husband David, her children Brianne & Jason and her many grandchildren. Her service to the City of Novi will never be forgotten.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith (excused/absent), Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Danielle Mahoney, Assistant City Manager
Tom Schultz, City Manager

APPROVAL OF AGENDA:

CM 24-11-149 **Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0**

To approve the agenda as presented.

Roll call vote on CM 24-11-149
Yeas: Casey, Gurumurthy, Heintz, Staudt, Thomas, Fischer
Nays: None
Absent: Smith

PUBLIC HEARINGS: None

PRESENTATIONS: **None**

CITY MANAGER REPORT: None

ATTORNEY REPORT: None

MAYOR REPORT:

Mayor Fischer offered congratulations to City Manager Cardenas who received the 2024 Alumni Service Award from his alma mater, Grand Valley State University. Mr. Cardenas

has dedicated nearly two decade of service to Grand Valley. He served on the alumni board of directors from 2007 to 2015 when he was appointed to the Grand Valley Board of Trustees by Governor Rick Snyder. The Board tackled many important issues during his tenue. We know the positive impact and value of quality education opportunities in the community and are lucky to have many exceptional colleges and universities and that's why we must celebrate those who work to keep them operating at their high caliber. On behalf of the City, congratulations to Mr. Cardenas on this well-deserved achievement.

AUDIENCE COMMENTS 1:

Khurram Abbas was here to represent the Homeowners Association of Asbury Park. He was here when Council approved the rezoning of the north side of City West and it kind of made sense to him that Council would want to do the north side first with the presumption that they could go back and revisit the south side but was surprised that Council is coming back to that a couple of months after the north side. He was under the impression that the City, City Council, and City staff would see how the north side materialize and then make the decision as to whether rezoning the south side will complement the north or not. There's a lot of concerns on their side. Just a few days ago he heard there was a child pedestrian that was hit by a car on Grand River and Wixom. There's this high-speed road in the middle of the south side and north side and we're trying to do something that is probably going to cause more accidents. He heard from the grapevine that the developer, who has property on both sides, is not happy that the south side got left out. He feels that this is a hasty decision and is not sure why the Mayor has requested City staff to look at the south side so quickly. He wants to see how the north side turns out and if it's a success story, then consider the rezoning of the south side. He said that if the City Council decides that the south side is a benefit to Novi, then at least consider the residents that live on the north side by increasing the building setback from 100' to 200'. He feels that by increasing the setback, it would be a good compromise that will satisfy both parties.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 24-11-150 Moved by Thomas, seconded by Casey; MOTION CARRIED: 6-0

To approve the consent agenda as presented.

A. Approve Minutes of:
   October 28, 2024 - Regular Meeting

B. Approval to accept the residential street as part of the Montebello Estates and adoption of Act 51 New Street Resolution accepting Montebello Court as public, adding 0.36 miles of roadway to the City's public street system.

C. Approval of a Storm Drainage Facility Maintenance Easement Agreement for Pure Wash located on the west side of Meadowbrook Road and north of 10 Mile Road (parcel 50-22-23-426-017).

D. Approval of claims and warrants – Warrant 1167

Roll call vote on CM 24-11-150 **Yeas: Gurumurthy, Heintz, Staudt, Thomas, Fischer, Casey**
Nays: None
Absent: Smith

MATTERS FOR COUNCIL ACTION:

1. **Consideration to adopt resolution authorizing entry into a contract with the Michigan Department of Transportation (MDOT) for the rehabilitation of 9 Mile Road between Meadowbrook Road and Haggerty Road, and Meadowbrook Road between 10 Mile Road and 11 Mile Road, with an estimated City contribution of $2,874,406, and to amend the budget.**

City Manager Cardenas stated this was before Council previously in the summer. This was supposed to be on this year's road construction program. It was moved to next year with everything else going on. This will be the program we got some money from so in total, we are paying $2.8 million. There is some movement between different road funds because the figure in the motion sheet is with the $300,000 transfer. We have 3.4 in there and need 3.7 so that's where the $300,000 is being moved over from the municipal street fund. There's been a lot of discussion regarding the trees. Those need to be removed for safety reasons and that will be done prior to March.

Mayor Pro Tem Casey noted that the packet talked about an aggressive tree planting recommendation and asked for a quick summary. Mr. Cardenas replied that the trees that are planted there are not safe as they are too close to the right-of-way. The replacement trees will be sufficient and safe. They won't have big trunks or roots that will cause disruption and damage to the road itself. There will be plenty of trees planted along a stretch of Nine Mile and they will flourish in the future. The Mayor Pro Tem said there was concern from residents on Nine Mile about the number of trees that were going to be taken down, so she is pleased to see and appreciates the work staff have done to think ahead and come up with a strong recommendation. From a safety perspective, it's a tough decision but she thinks it's the right decision.

CM 24-11-151 **Moved by Casey, seconded by Gurumurthy; MOTION CARRIED: 5-1**

Adoption of a resolution authorizing approval of a contract with the Michigan Department of Transportation to agree to the rights and obligations associated with the rehabilitation of 9 Mile Road between Meadowbrook Road and Haggerty Road and the rehabilitation of Meadowbrook Road between 10 Mile Road and 11 Mile Road, with the City of Novi's estimated responsibility for construction in the amount of $2,874,406 and amend the budget.

Roll call vote on CM 24-11-151 **Yeas: Heintz, Thomas, Fischer, Casey, Gurumurthy**
Nays: Staudt
Absent: Smith

2. Consideration of approval to award the Janitorial Services contract to GDI Integrated Facility Services in the amount of $255,024 for one (1) year with the option of two (2) one-year renewals.

City Manager Cardenas stated that the current janitorial contractor is not meeting their end of the bargain for the current contract. GDI is the current contractor at the library, and they are happy with them. Background checks and security protocols for the police department will need to be done.

CM 24-11-152 **Moved by Casey, seconded by Thomas; MOTION CARRIED: 6-0**

Consideration of approval to award the Janitorial Services contract to GDI Integrated Facility Services in the amount of $255,024 for one (1) year with the option of two (2) one-year renewals.

Roll call vote on CM 24-11-152 **Yeas: Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz**
Nays: None
Absent: Smith

3. Consideration of Approval of Change Order No. 6 to LGC Global, Inc. for the Novi Road/13 Mile Road PCCP Water Main Repair project, in the amount of $309,717.

CM 24-11-153 **Moved by Thomas, seconded by Casey; MOTION CARRIED: 6-0**

Approval of Change Order No. 6 to LGC Global, Inc. for the Novi Road/13 Mile Road PCCP Water Main Repair project, in the amount of $309,717.

Roll call vote on CM 24-11-153 **Yeas: Thomas, Fischer, Casey, Gurumurthy, Heintz, Staudt**
Nays: None
Absent: Smith

4. Consideration of approval to award the DPW Salt Dome Reconstruction contract to Brencal Contractors, Inc., the low bidder, in the amount of $1,283,556.

City Manager Cardenas said this is a long time coming and we intend to start construction early spring 2025.

CM 24-11-154 **Moved by Thomas, seconded by Casey; MOTION CARRIED: 6-0**

Approval to award the DPW Salt Dome Reconstruction contract to Brencal Contractors, Inc., the low bidder, in the amount of $1,283,556.

Roll call vote on CM 24-11-154

Yeas: Fischer, Casey, Gurumurthy, Heintz, Staudt, Thomas
Nays: None
Absent: Smith

5. Consideration of Zoning Map Amendment 18.747 to rezone approximately 107 acres of property located south of Grand River Avenue, east of Beck Road and west of Taft Road, from Light Industrial, Residential Acreage, and Office Service to the new City West District. FIRST READING

City Manager Cardenas said the north side was previously rezoned. There is one corner of Beck and Grand River, zoned B-3, that is not included in what is being proposed. Everything on the north side has already been taken care of. In terms of the different heights of the buildings, south side only, the minimum is two-story with a three-story maximum on a 200' setback. There can be a four-story maximum under bonus conditions south of Grand River. One thing that has been discussed is the mixed unit development (MDO) option. That will go back to Council when those are proposed. Those are similar to a PUD or PRO. It would still have to come to Council for consideration. The City has already had rezoning modifications that have been asked for by businesses currently there.

Member Gurumurthy mentioned that she appreciates that time and effort put safeguarding measures in place. The other thing she wanted to highlight is the wetland and woodland in the City West text and that there is a lot of emphasis on protecting the natural features. It is important if they start thinking about the district and want to create that as a walkable community, it's important to look at the traffic. They need to continue to put a focus on discussions with RCOC, which they have already initiated, in terms of understanding their plan and coinciding with what we want to do because it is important to put safety measures there with the crosswalks and sidewalks. The Active Mobility Plan is something that she wants to emphasize, as they have this plan, and they are thinking about the future and it's important to make sure those are integrated. She is glad that the MDO will need Council approval so they can review and make sure they ask the right questions.

Member Thomas likes the idea of changing that areas and making that into a more usable place where the community can come together. She understands the concerns from citizens who live in neighboring areas. This proposal has a 100' setback and it seems to her that it would be possible to give more distance and buffering between those residential communities. It's difficult when you live in a home that all of a sudden there's something built around you that makes the home less pleasant to be in. She would be in favor of larger setbacks from residential neighborhoods. She felt that they talked about

the larger the building, the farther from the communities it is. She doesn't know if that's accurate or she misread that, but it seems like a disconnect and it's not a cohesive neighborhood that she would expect to see. She loves the support for preserving the environment.

Member Heintz said it's important to acknowledge the feedback from residents in the area. He saw in the meeting minutes from the Planning Commission that one of the members recommended it for staff and the Council to consider making a 100' conservation. He wanted to know if something like that was to be proposed, how would that impact or be related to any additional setback. Barb McBeth said they were thinking more likely it would be assumed that the 100' would not have any parking or building on it. Member Heintz asked if that would be in addition to a setback if something like that were to exist. Barb McBeth responded that she can't imagine that existing and if it did, then it probably would've been written into the ordinance when it was drafted. Member Heintz asked if it could be shared in the future the percentage of potential wetlands in the area. Ms. McBeth said that they could potentially come up with a figure for that. She does caution that the city maps that reflect the woodlands and wetlands haven't been determined out in the field yet. The applicants do a wetland delineation as the project is coming in so they will get up-to-date information at that point. Member Heintz said he understands the importance of thoughtful development and there's a benefit of having additional development but with the balance of neighboring communities and with the environment, he thinks those are all considerations that'll be helpful to have.

Member Staudt stated that the only people who have addressed the Council about moving forward are City staff and he's never been approached by anybody else to consider this. He said this should have been considered at the time they did the north side. The nice thing about this is the ability to control what's developed in this property. Under the current zoning, somebody can slap up a big ugly building, 100' from the property line at a height that is not acceptable. He's looking for a walkable green area that has got mixed use and is an improvement over what's currently there. In addition, I-1 industrial in not good zoning. As a member of the Corridor Improvement Authority, one of the things that can be looked at is building a walkway over the road which would be an improvement over the current situation. This is building an area of our community where people can walk and do different things and he's hoping that the type of people that come and bring their projects are the kind of projects they want. If not, they have the ability to stop them.

CM 24-11-155 **Moved by Staudt, seconded by Casey; MOTION CARRIED: 5-1**

Approval of Zoning Map Amendment 18.747 to rezone approximately 107 acres of property located south of Grand River Avenue, east of Beck Road and west of Taft Road, from I-1 Light Industrial, RA Residential Acreage, and OS-1 Office Service (excluding the B-3, General Business zoned area at the southeast corner of Beck and Grand River Avenue), to CW City West District for the reasons provided below. FIRST READING

1. The 2016 Master Plan for Land Use recommended the creation and adoption of a new zoning district for this area of the City in order to foster redevelopment of underutilized parcels, and to create a vibrant, walkable, mixed-use district,

2. The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing more flexible development standards for a unique area of the City,

3. The Master Plan for Land Use objective to support and strengthen existing businesses and attract new businesses is fulfilled by allowing existing businesses to expand and creating new development opportunities in a mixed-use setting,

4. The Master Plan for Land Use objective to provide a wide range of housing options is supported as the new district allows residential use in a mixed-use setting,

5. The Master Plan for Land Use objective to develop the City West/Grand River and Beck area in a manner that supports and complements neighboring areas through the use of setback and height restrictions to provide buffers to single family districts, and

6. It provides an opportunity for long-standing businesses to remain at their current location.

Mayor Pro Tem Casey confirmed with Barb McBeth that under I-1 and I-2 industrial zoning, building height is limited to 25' when the property abuts residential, regardless of where the building is placed on the property. When work started on this ordinance, one thing they asked to take into account was looking at a building height, against a single family residential, starting at 20' which is smaller than what is already zoned for. Any building within 100', 200' of the single-family properties is going to max out at 20'. Ms. McBeth stated that there would be no buildings allowed in the first 100'. The Mayor Pro Tem then confirmed that the farther away that they are allowing development to be placed, the taller the building itself can be up to a maximum of four-stories. Lindsey Bell then commented that if there is an MDO project, it could be proposed up to 35'. The traffic on Grand River has been talked about and wanting it to be a walkable district. She echoes the comments of the first speaker who called attention to the fact that they need to be forward thinking on working with RCOC and encouraging traffic safety measures that can be put in place in that stretch of road. She appreciates the work staff has done with the ordinance but what is in front of the Council is not the ordinance, it's applying the ordinance through a zoning map change.

The Mayor said he echoes a lot of the same sentiments and wants to thank staff's efforts in putting all of this together. He asked staff to bring this back and put it back through the process after they had designated the actual ordinance so it could be discussed. They are elected to make decisions and to punt them down the road is not acceptable. As mayor, he decided that Council needed to step up and go on record as whether they supported an innovative new zoning district for this are or stick with I-1. They've had conversations through prior Councils, this Council, through the first and second reading of all of this on the south side. That's why they've put all of the different setback requirements to protect those residentials. That feedback has been given through many councils and discussions and staff have put those protections in place. He thinks that this would be a better use of land and more protective. The packet talks about how natural features will be more protected under this ordinance than the I-1 district. We want to just hope that maybe our obsolete zoning ordinance will result in no one ever developing this land in hopes that it remains this desolate area. He doesn't subscribe to that theory and methodology. He thinks it's incumbent upon them as policy makers to put in good policies, good ordinances and encourage the right kind of development in this area. There's talk about sustainability and attainable, affordable housing and protecting green space. This is one ordinance that probably does it more than anything. We talk about these bonus heights, but we haven't touched upon the fact the only reason you get bonus height is for putting parking underground or in some structure to preserve open space, dedicating open space in excess of 25% of the total site, provide 15% of the residential units as workforce housing, for energy & water efficiencies and qualified LEED purposes. Those are the things encouraged through this ordinance he thinks is the only ordinance in the books that encourages those types of sustainable activities through an incentive like bonus height. After two years of discussion, he is encouraged that this is the right move forward. It's visionary in what it does on the north side and transitions to the south side.

Member Gurumurthy asked Ms. McBeth, in terms of the landscape and berms, what are things that they can do to protect that. Ms. McBeth said there are a couple of different provisions that relate to the landscaping in that area. If it is a standard kind of development, then our standard types of landscaping requirement would need to be met.

Member Heintz wanted to make sure he understood that if there was a multi-use development it would come before Council for a vote. City Manager Cardenas confirmed that it would first go through the Planning Commission and then it would go before the Council.

Roll call vote on CM 24-11-155

Yeas: Casey, Gurumurthy, Heintz, Staudt, Fischer
Nays: Thomas
Absent: Smith

AUDIENCE COMMENTS:

Khurram Abbas appeared again to say that he believed that there were additional protections added in regard to City West and that parking setbacks were increased from 50' to 75'. He did not see that in the Planning Commission docket. He reached out to City staff, and they clarified that was a mistake and they were intending to make sure that the parking setback was 75'. He just wants to make sure that is something that is account for. He also commented that it's pretty sad to lose the tunnel of trees on Nine Mile. He feels the decision has already been made and it will never look the same and hopes the City will do whatever it can to preserve or replant trees that create that same nice kind of feeling in that area.

COMMITTEE REPORTS:

1. Environmental Sustainability Committee

Member Gurumurthy said the Committee is working to put together a report for the Council. The Committee met with the Northville sustainability team in order to understand what they were doing, and they walked through their process.

MAYOR AND COUNCIL ISSUES: None

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 7:50 P.M.

_____
Cortney Hanson, City Clerk

_____
Justin Fischer, Mayor

_____
Transcribed by Becky Dockery,
Account Clerk

Date approved: November 25, 2024

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Approval of Zoning Map Amendment 18.747 to rezone approximately 107 acres of property located south of Grand River Avenue, east of Beck Road and west of Taft Road, from Light Industrial, Residential Acreage, and Office Service to the new City West District. **SECOND READING**

SUBMITTING DEPARTMENT: Community Development, Planning

KEY HIGHLIGHTS:

- Creation of the City West Zoning District stemmed from recommendations in the Master Plan for Land Use for properties on both the north and south sides of Grand River Avenue between Beck and Taft Roads.
- The City Council adopted new Zoning Ordinance language and approved the City-initiated rezoning of land on the north side of Grand River Avenue in May 2024.
- Rezoning of the south side of Grand River Avenue has been brought back through the process at the request of Mayor Fischer.
- On November 12, 2024, City Council approved the First Reading of the Rezoning

BACKGROUND INFORMATION:

City staff previously initiated the rezoning of the 250-acre area between Beck Road and Taft Road, both north and south of Grand River Avenue. The subject properties north of Grand River Avenue were successfully rezoned by City Council on May 20, 2024, but the area south of Grand River Avenue was not rezoned at that time. Based on a request from Mayor Fischer, staff were asked to bring back for reconsideration the southern area, which totals approximately 107 acres.

The Planning Commission held a new Public Hearing on October 16, 2024 and received additional public comment before making a favorable recommendation to the City Council on the rezoning of the south side of Grand River Avenue.

CITY WEST ORDINANCE AND DESIGN GUIDE

The subject area is proposed to be zoned CW - City West, a new district that was recommended in the 2016 Master Plan Update. The new zoning ordinance language was adopted by City Council in May. Staff is proposing the rezoning to bring all parcels within a single zoning district consistent with the Master Plan recommendation to create a cohesive, walkable, mixed-use district.

The adopted City West Zoning Ordinance and Design Guide (included in the City Council's packet and available online) would not need to be amended; the Council's approval of the CW ordinance left open the possibility that the south side of Grand River could be rezoned in the future. No changes to the adopted Ordinance are proposed.

The southeast corner of Grand River Avenue and Beck Road is excluded from the request, as the property owner had previously requested that the existing B-3, General Business zoning be maintained, and City Council indicated they supported that request. Otherwise, the suggested area for rezoning is the area fronting on the south of Grand River between Beck Road and Taft Road.

CURRENT ZONING AND LAND USES IN THE AREA

The north side of Grand River is now zoned City West. The Suburban Center Showplace is also covered by the Exposition Overlay district. The area to the south of Grand River is primarily zoned I-1 Light Industrial, except for the area that abuts Beck Road, which is zoned for RA Residential Acreage and OS-1 Office Service. The area to the south is primarily One Family Residential districts, with Central Park Estates zoned Low Rise Multiple Family, and a salon zoned Office Service. East of Taft Road is zoned Light Industrial. West of Beck Road is zoned Office Service Commercial (Ascension Providence Hospital campus).

NATURAL FEATURES

The City's mapping portal shows that there are regulated wetland and woodland areas throughout the subject area. The actual location of any woodlands and wetlands will need to be field verified by applicants with the submittal of any site plan for the parcels. Any proposed impacts to these natural features will be reviewed and discussed during the site plan submittal for any project on the property and follow the typical standards for review and approval according to the City's ordinances, including Wetland and Woodland permitting. Throughout the City West text, there is an emphasis on protecting the existing natural features woodland and wetlands in the district.

OPPORTUNITIES UNDER THE NEW ORDINANCE

The City West area provides an opportunity to expand the housing choices available for young professionals, empty nesters, and other residents who prioritize a more urban, walkable community, easy access to the highway and destinations within Novi, and entertainment opportunities. Grand River Avenue is a major corridor with greater road capacity than many areas of the city. SMART has recently established bus service along the Grand River corridor through Novi and into Wixom. There are a couple of stops within the City West area, which makes the creation of the district very timely to enable the establishment of transit-oriented development.

City West is also an opportunity to showcase Novi as an area of interest to the thousands of visitors to the Suburban Showplace and Ascension Hospital each year. Visitors to events at the Showplace could take advantage of nearby restaurants, hotels, and shopping without having to get in a car. Similarly greater housing options may appeal to employees of the hospital who could walk or bike to work. The ordinance includes an optional Mixed-Use Development Option (MDO), which permits a wider range of uses and higher-intensity development to encourage the creation of a dynamic mix of compatible uses. While the MDO provides greater flexibility in parking and landscaping, as well as setbacks and building height to allow a more urban form of development, projects will still be subject to other applicable codes and regulations of the City, including stormwater detention standards, façade, and landscape requirements, as well as lighting and noise ordinances.

Residential uses can be developed under the MDO, either as a stand-alone use under certain circumstances or as part of a mixed-use project. The granting of a Mixed-Use Development Option application requires review and recommendation by the Planning Commission and approval of the City Council. The MDO process is similar to the approval process for the Planned Development Options, with City Council discretion over deviations and approvals.

BUILDING HEIGHT AND SETBACK CONSIDERATIONS

The adopted Ordinance has a maximum height of 2 stories south of Grand River under the baseline option. For MDO projects, the height limit is increased to 3 stories, or up to 4 stories if bonus height conditions are met and it is further than 300 feet from the residential area to the south. City Council would need to approve the increase in height for each project proposed. Adjacent to single-family residential zones, additional restrictions would control building heights, with a maximum of 35 feet permitted within 200 feet of single-family districts, and a maximum of 45 feet between 200-300 feet of such districts. Within 300 feet of Single-Family Districts buildings are not eligible for bonus height approval.

As with the existing I-1 Zoning, City West requires a minimum building setback of 100 feet from single family residential districts. The parking setback is 100 feet and would be required to be screened with a 5-foot wall or landscaped berm. Existing standards for screening berms/buffers also apply to new multifamily and commercial buildings when adjacent to a residential use. The presence of regulated natural features will also provide a buffer between the districts. The greater flexibility and emphasis on preserving natural features in the City West text is more likely to result in natural features protection than the current Light Industrial district.

Development in this district is to be designed to ensure development is cohesive and walkable. Buildings are meant to front on internal street networks rather than Grand River to create a more pedestrian-friendly environment. Shared off-street parking facilities are encouraged, as is structured parking. Development projects are required to provide public plazas and open spaces for gathering. City West is meant to have sidewalks and pathways throughout the district, providing connections to the City's non-motorized network.

FEEDBACK FROM PROPERTY OWNERS

Property owners south of Grand River in the City West area, both of vacant land and currently developed property, have expressed an interest in and support of the ordinance amendment. Some property owners have introduced concepts for projects that could align with the intent of the City West ordinance. Current businesses such as Gatsby's, Paradise Park, and Total Sports Novi have found the text amendment appealing due to the flexibility it offers for those businesses moving forward. Meeting minutes are attached to this packet.

RECOMMENDED ACTION: Approval of Zoning Map Amendment 18.747 to rezone approximately 107 acres of property located south of Grand River Avenue, east of Beck Road and west of Taft Road, from I-1 Light Industrial, RA Residential Acreage, and OS-1 Office Service (excluding the B-3, General Business zoned area at the southeast corner of Beck and Grand River Avenue), to CW City West District *for the reasons provided below*. **SECOND READING**

1. The 2016 Master Plan for Land Use recommended the creation and adoption of a new zoning district for this area of the City in order to foster redevelopment of underutilized parcels, and to create a vibrant, walkable, mixed-use district,

2. The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing more flexible development standards for a unique area of the City,

3. The Master Plan for Land Use objective to support and strengthen existing businesses and attract new businesses is fulfilled by allowing existing businesses to expand and creating new development opportunities in a mixed-use setting,

4. The Master Plan for Land Use objective to provide a wide range of housing options is supported as the new district allows residential use in a mixed-use setting,

5. The Master Plan for Land Use objective to develop the City West/Grand River and Beck area in a manner that supports and complements neighboring areas through the use of setback and height restrictions to provide buffers to single family districts, limits on uses, and an emphasis on preserving natural features, and

6. It provides an opportunity for long-standing businesses to remain at their current location.

MAPS

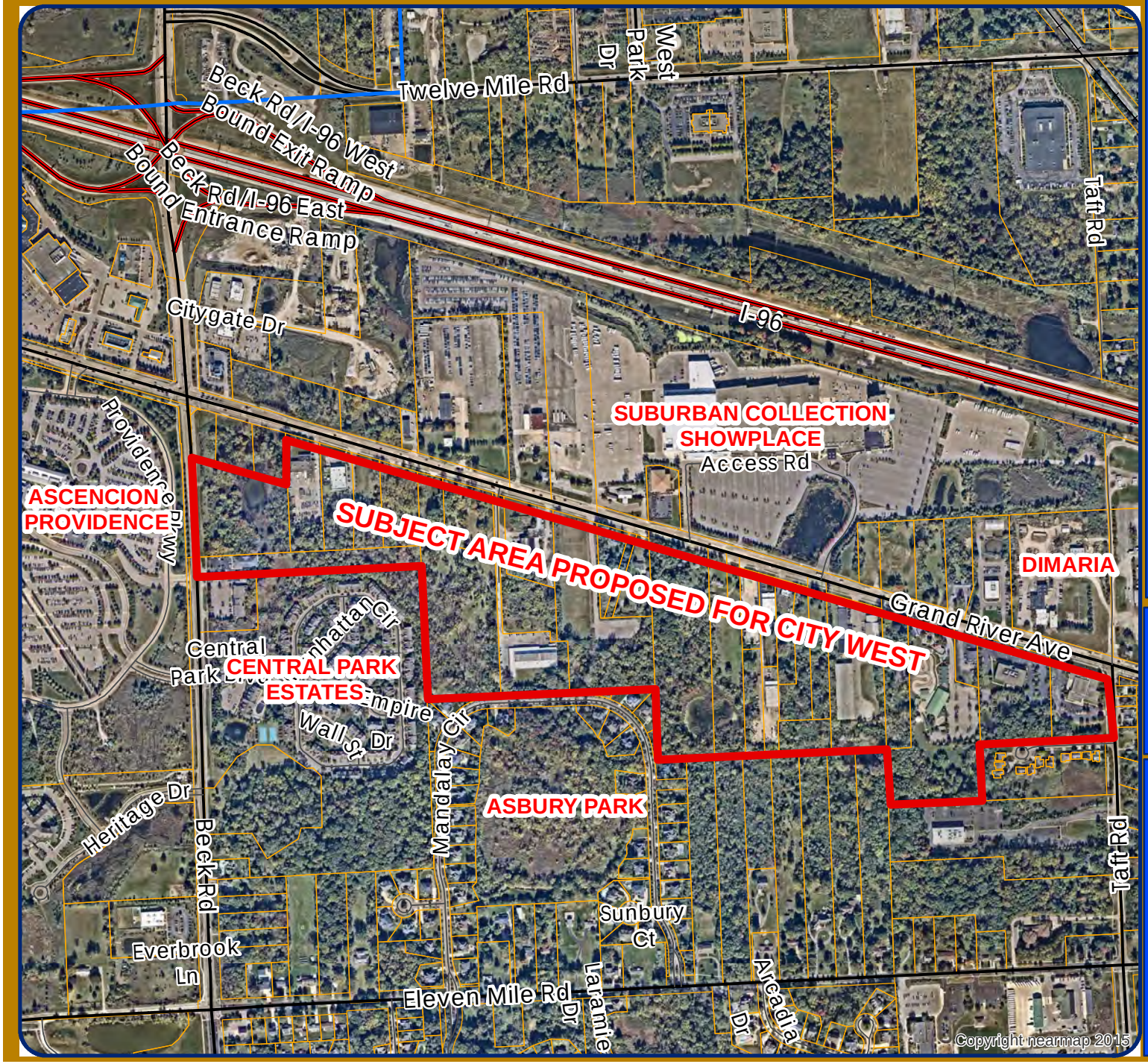
Location

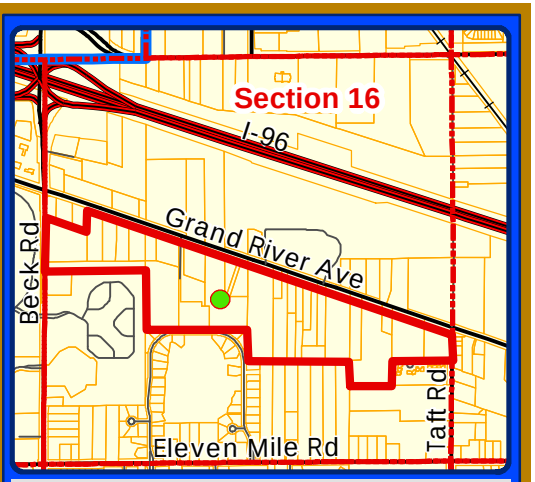
Current Zoning

Future Land Use

Natural Features

CITY WEST
LOCATION





Legend

Subject Property

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

Map Author: Lindsay Bell
Date: 10/9/24
Project: CITY WEST - SOUTH
Version #: 1

Feet
0 180 360 720 1,080

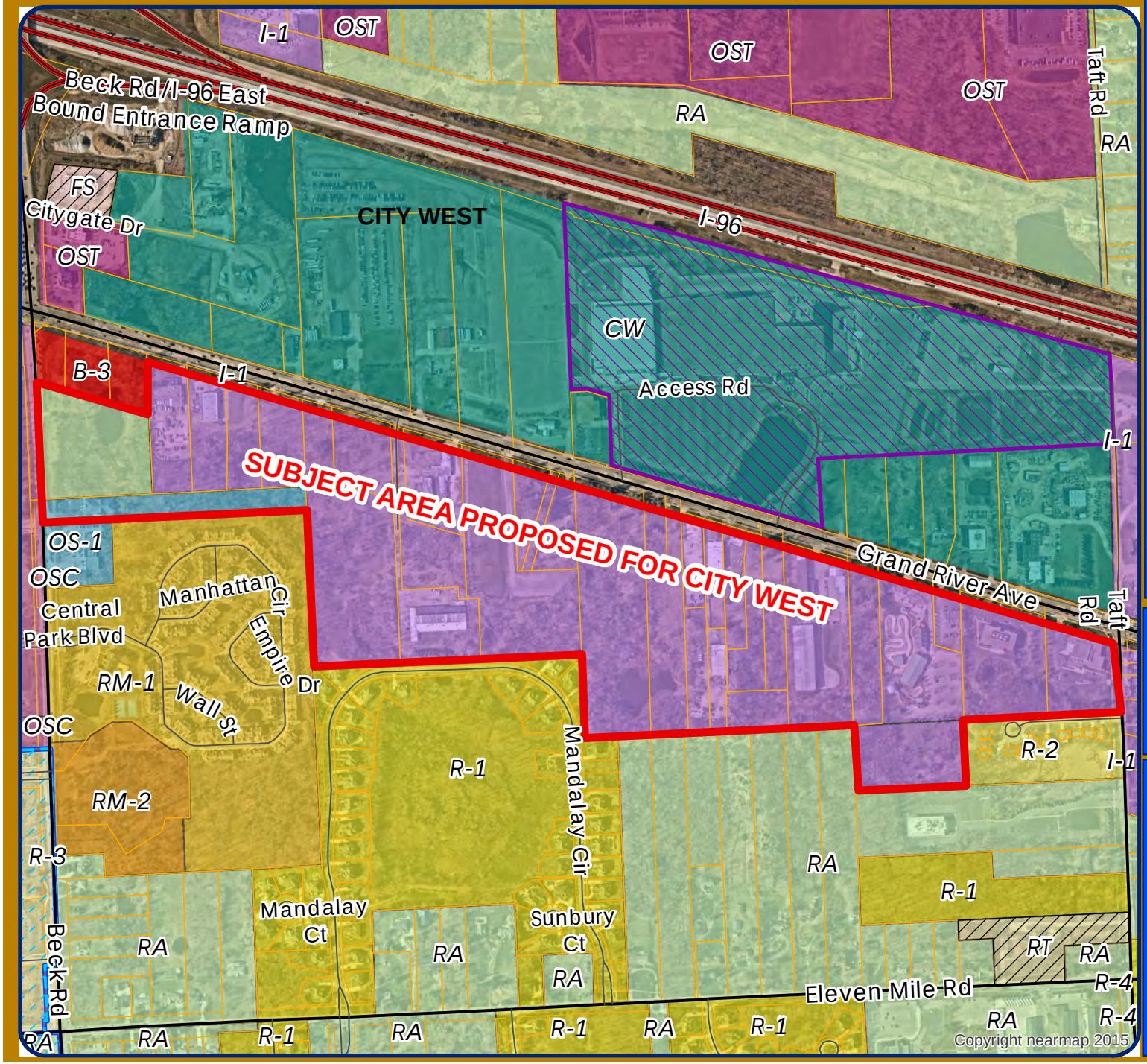
1 inch = 833 feet

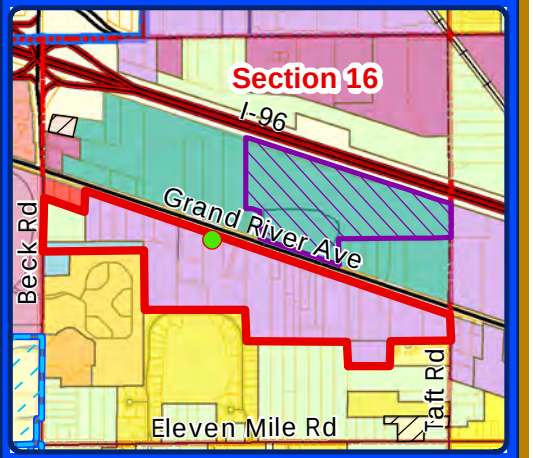
MAP INTERPRETATION NOTICE

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

CITY WEST

CURRENT ZONING





Subject Property

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

Map Author: Lindsay Bell
Date: 7/18/24
Project: CITY WEST - SOUTH
Version #: 1

Feet
0 155 310 620 930

1 inch = 708 feet

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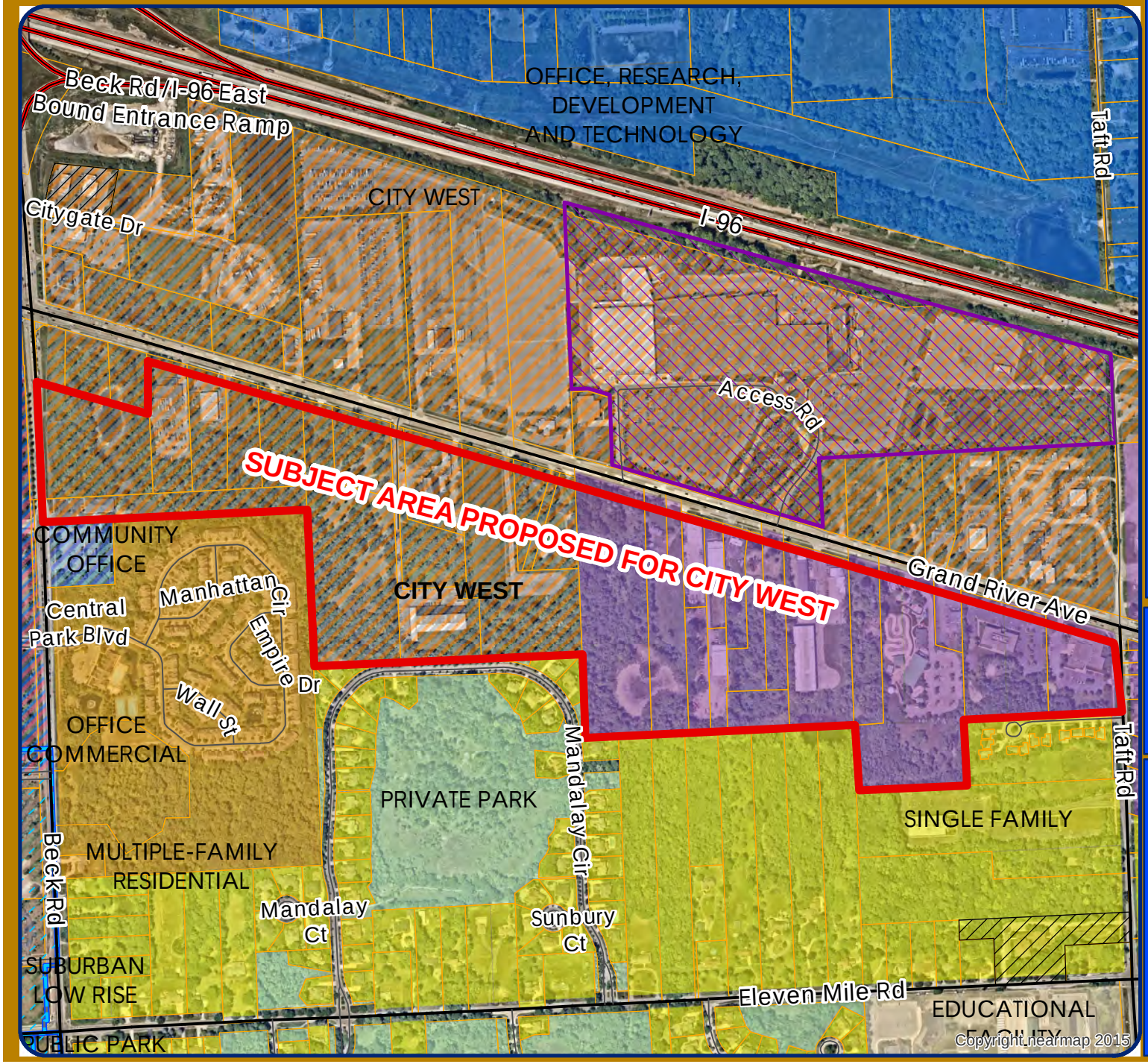
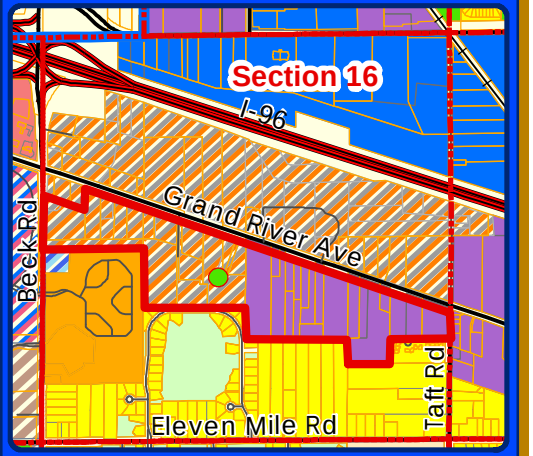
CITY WEST

FUTURE LAND USE





Legend

- Single Family
- Multiple-Family Residential
- Suburban Low-Rise
- Community Office
- Office, Research, Development and Technology
- Office Commercial
- Industrial, Research, Development and Technology
- Local Commercial
- City West
- Educational Facility
- Public Park
- Private Park
- Subject Property

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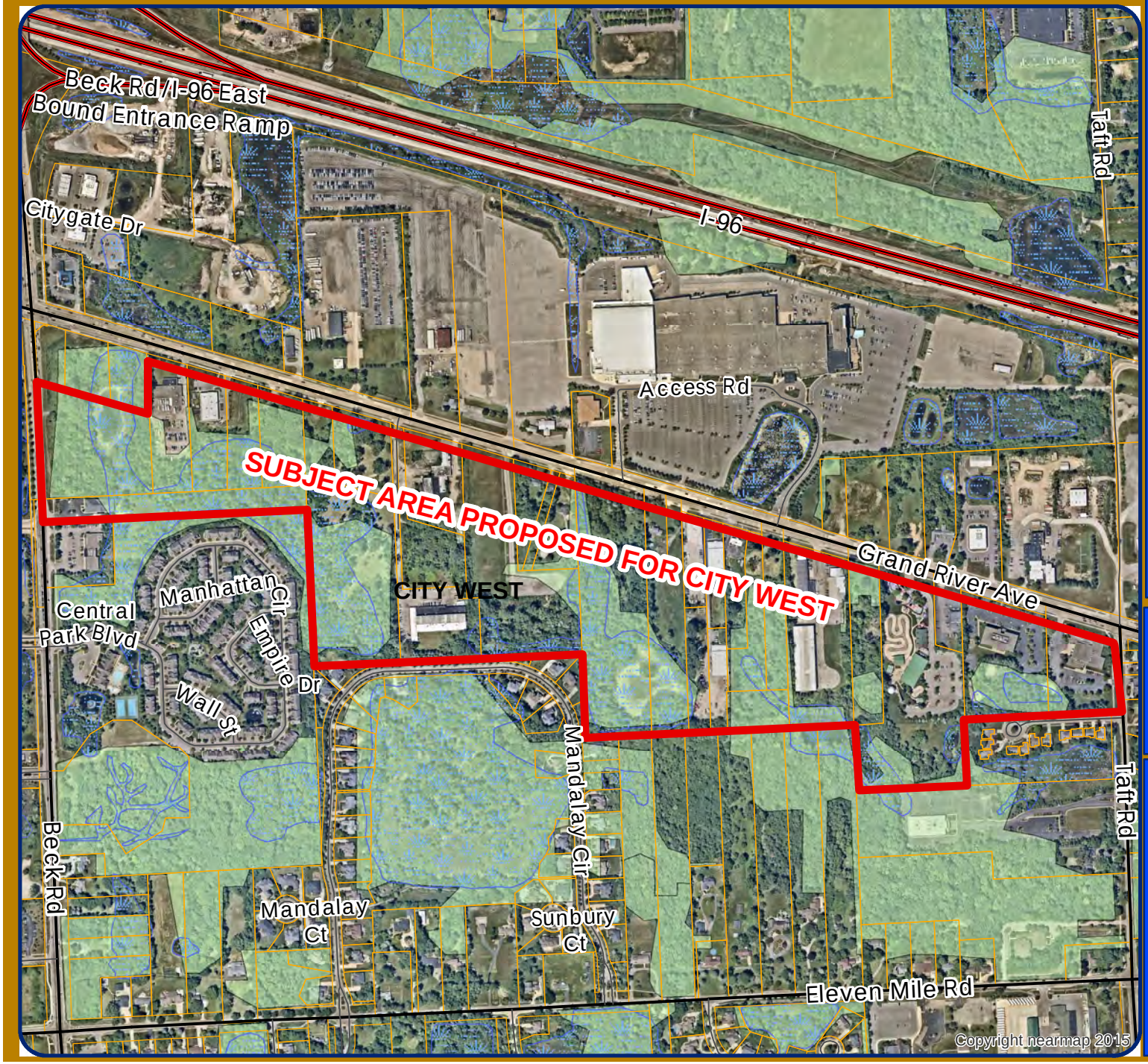
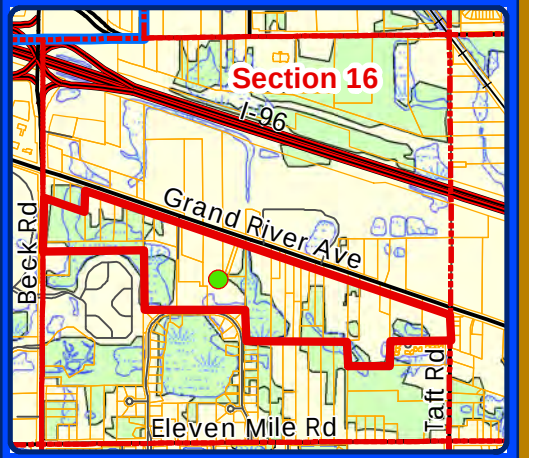
CITY WEST

NATURAL FEATURES





Legend

- WETLANDS
- WOODLANDS
- Subject Property

City of Novi

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

Map Author: Lindsay Bell
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PLANNING MEMO

PLAN REVIEW CENTER REPORT

October 9, 2024 (rev. 11/13/24)

Planning Review

City West – South Side of Grand River

Zoning Map Amendment 18.747

Petitioner

City of Novi

Review Type

City-initiated Rezoning Request from RA Residential Acreage, OS-1 Office Service, and I-1 Light Industrial to the CW City West District

Property Characteristics

- Site Location: South side of Grand River Avenue, east of Beck Road and West of Taft Road
- Site Zoning: RA Residential Acreage, OS-1 Office Service, and I-1 Light Industrial
- Adjoining Zoning: North: City West, EXO Overlay, B-3; South; RM-1, R-1, RA, R-2; East: I-1; West: OST, OSC
- Current Site Use: Delphinus office building, Miracle Software Systems, Gatsby's restaurant, Paradise Park amusement center, Total Sports, Adams Sports Medicine, Raging Cycles, Szechuan Fan restaurant, Redford Lock, MotorCity Floors and Coatings, Grand River Practice Fields, Carol's Upholstery, Harmon Sign Company, Screen Works print shop, Pet Suites, Amstee Airduct Cleaning, Various vacant buildings, vacant lots
- Adjoining Uses: North: Suburban Collection Showplace, Various office/industrial buildings, Fairlane Motel, Dimaria, etc. South: Central Park Estates apartments, Asbury Park neighborhood, Andes Hills neighborhood, Sri Venkateswara Temple, Single family lots; East: Landscaping, Sand & Gravel business; West: Ascension Providence Hospital center
- School District: Novi Community School District
- Area: Approximately 107 acres

Project Summary

City staff previously initiated the rezoning of the 250-acre area between Beck Road and Taft Road, north and south of Grand River Avenue. The subject properties north of Grand River Avenue were successfully rezoned by City Council on May 20, 2024, but the area south of Grand River Avenue was not rezoned at that time.

Based on a request from Mayor Fischer, staff was asked to bring back for reconsideration the southern area, which is approximately 107 acres. The subject area is proposed to be zoned CW City West, a new district that was recommended in the 2016 Master Plan Update and adopted by City Council on May 20, 2024. As indicated in the figure below, some of the parcels to be rezoned are currently developed consistent with Light Industrial

uses and office buildings. Staff is requesting the rezoning in order to bring all parcels within a single zoning district consistent with the Master Plan recommendation to create a cohesive, walkable, mixed-use district.

The adopted City West Zoning Ordinance text and Design Guide (included in the packet) would not need to be amended; the Council's approval of the CW ordinance left open the possibility that the south side of Grand River could be rezoned at some time in the future. Additionally, the rezoning signs are still in place along the south side of Grand River Avenue. The southeast corner of Grand River Avenue and Beck Road is excluded from the request, as the property owner had previously requested that the existing B-3, General Business zoning be maintained.

The following steps are being taken for reconsideration of rezoning property on the south side of Grand River:

1. The Planning Commission was asked to consider the new request and agreed to set a public hearing for an upcoming meeting. **This step was completed at the July 24th Planning Commission meeting.**
2. Staff notified the affected property owners of the new City-initiated rezoning along the south side of Grand River Avenue and seek feedback. **The attached letter provides that notice and was sent out the week of August 6th.**
3. Staff would send out public hearing notices and provide notice in the newspaper. **Notices were sent out in mid-September, for a public hearing at the October 16th Planning Commission meeting.**
4. The Planning Commission will hold the public hearing and provide a recommendation to the City Council on the Zoning Map Amendment.
5. The City Council would consider the Zoning Map Amendment at two readings, followed by publication of the Zoning Map amendment, if it is approved.

Once approved, property owners or applicants would be able to submit site plans for consideration under the terms of the CW ordinance.

Recommendation

Staff ***recommends approval*** of the proposed Zoning Map Amendment. Approval is recommended for the following reasons:

- The requested zoning is in generally in compliance with the Master Plan for Land Use, which recommends the establishment of the City West district, as a vibrant, walkable, mixed-use district.
- The requested rezoning would help further the objective to provide a wide range of housing options in the City.
- The requested rezoning would help retain and support the growth of existing businesses and attract new businesses to the City of Novi.
- The requested rezoning would further the objective to develop the City West/Grand River Avenue and Beck Road area in a manner that supports and complements neighboring areas.

Planning Commission Options

The Planning Commission has the following options for its recommendation to City Council:

1. Recommend approval of the rezoning of the parcels to CW, City West *(Staff Recommended)*.
2. Deny the request, with the zoning of the property remaining as is.
3. Recommend rezoning of the parcels to any other classification that the Planning Commission determines is appropriate. **NOTE:** This option would require the Planning Commission to hold and send notice for another public hearing with the intention of recommending rezoning to the appropriate designation. At this time, Staff has not reviewed any other alternatives.

Master Plan for Land Use

The 2016 Master Plan Update recommended the creation of a cohesive district that supports long-term vitality and projects a sense of place. "A City West district should use form-based code elements to guide the development of a dense, walkable, unified district featuring a mix of arts, entertainment, retail, restaurant, hotel, convention/exposition, office and residential uses. Standards for streetscape design, sidewalks, public amenities, and structured parking should all be considered. A sub-district permitting different maximum building heights should be established, permitting lower heights south of Grand River, and higher maximums near I-96."

The vision described in the 2016 Master Plan recommended that the City West district north of Grand River would be the highest intensity district in the City of Novi, with buildings up to ten stories and residential density of 30 units per acre. Master Plan open house events garnered comments from both retirees and millennials wanting housing opportunities that would allow them to walk or bike to activity and shopping destinations and within developments that increase the vitality of Novi.

Implementation Committee

The text amendment that created the City West Zoning District was discussed by the Implementation Committee in April 2021, March of 2022, and January of 2023. The proposed rezoning was discussed with the Committee on each occasion as well. The Committee provided feedback and recommended changes to the boundaries of the district. Members of the Implementation Committee recommended the development of the Design Guide to provide visual guidance on the preferred style of developments and to illustrate requirements.

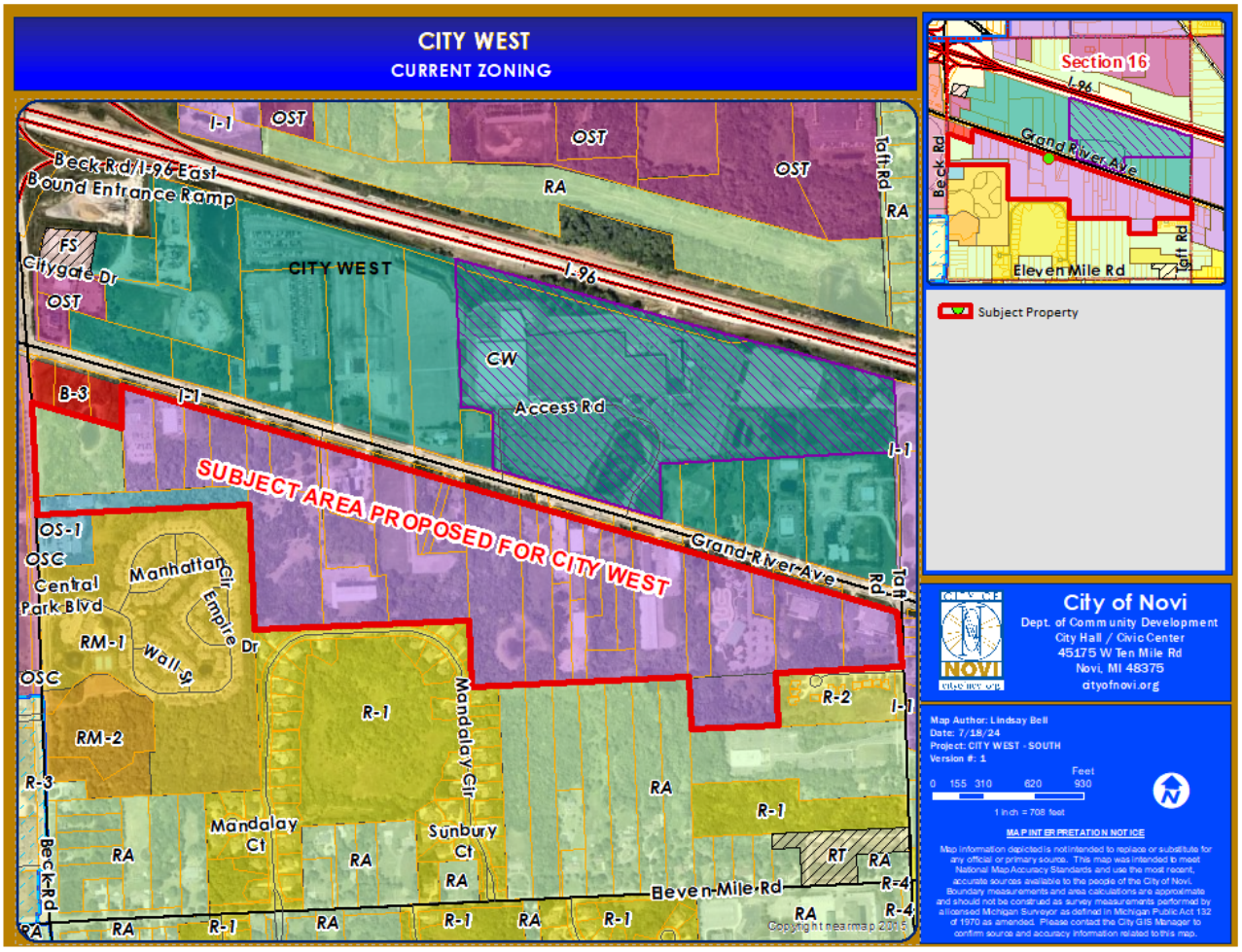
Previous Planning Commission Action

On May 10, 2023 the Planning Commission held a public hearing on the proposed rezoning of both sides of Grand River Avenue and recommended approval to the City Council. The minutes from that meeting are included in the packet. Ultimately City Council only approved the rezoning of the north side of Grand River Avenue.

Existing Zoning and Land Use

The map below shows the zoning for the subject area and surrounding properties. The north side of Grand River has been rezoned to City West. The Suburban Center Showplace

is also covered by the Exposition Overlay district. The area to the south of Grand River is primarily zoned I-1 Light Industrial, except for the area that abuts Beck Road, which is zoned for B-3 General Business, RA Residential Acreage, and OS-1 Office Service.



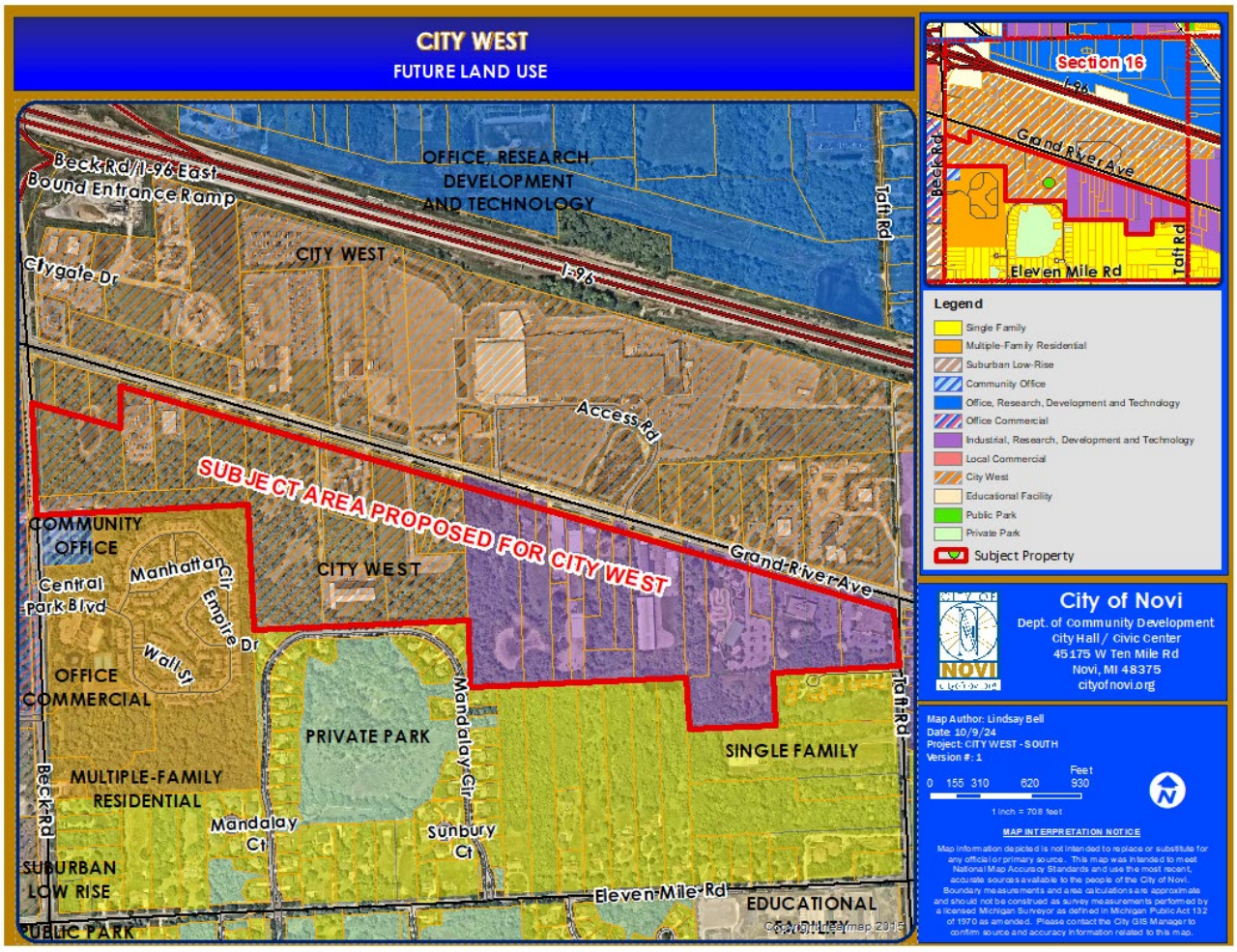
The area to the south is primarily One Family Residential districts, with Central Park Estates zoned RM-1 Low Rise Multiple Family, and a salon zoned OS-1. East of Taft Road is zoned I-1. West of Beck Road is zoned OSC Office Service Commercial (Ascension Providence hospital campus).

Compatibility with Surrounding Land Use

The compatibility of the requested CW zoning with the zoning and uses on the adjacent properties should be considered by the Planning Commission in making the recommendation to City Council on the rezoning request.

Directly to the **north** of the City West area is Interstate 96. A rezoning of the subject property to CW will not adversely affect the properties north of the highway as the interstate forms a significant barrier.

Multifamily apartments and single-family residential uses are located **south** of the subject area. The proposed draft ordinance has been designed to limit the negative impacts on these adjacent uses through increased setbacks and buffering requirements, as well as height limits for the areas closest to the single-family areas.



Directly to the **east** of the proposed City West area are small lots zoned I-1. To the **west** of the subject area is the Ascension Providence hospital campus, and the Westmarket Square retail center. Positive impacts are anticipated as the subject property could provide places for hospital employees to live, shop and dine, and additional hotels for people to stay in near the hospital. Residents in City West will also provide more customers to the Westmarket Square retail center.

Comparison of Zoning Districts

The following table provides a comparison of the two major current zoning classifications (OST and I-1) with the proposed City West.

	I-1 (Existing – Mostly South of Grand River)	CW (Proposed)
Principal	**Principal Permitted Uses**	**Principal Permitted Uses**

Permitted Uses & Special Land Uses	1. Professional office buildings, offices and office sales and service activities 2. Accessory buildings, structures and uses customarily incident to the above permitted uses 3. Public owned and operated parks, parkways and outdoor recreational facilities 4. Public or private health and fitness facilities and clubs 5. Medical offices, including laboratories and clinics The following uses are subject to Section 4.45: 6. Research and development, technical training and design of pilot or experimental products 7. Data processing and computer centers 8. Warehousing and wholesale establishments 9. Manufacturing 10. Industrial office sales, service and industrial office related uses 11. Trade or industrial schools 12. Laboratories experimental, film or testing 13. Greenhouses 14. Public utility buildings, telephone exchange buildings, electrical transformer stations and substations, and gas regulator stations, other than outside storage and service yards 15. Public or private indoor recreation facilities 16. Private outdoor recreation facilities 17. Pet boarding facilities 18. Veterinary hospitals or clinics 19. Motion picture, television, radio and photographic production facilities 20. Other uses of a similar and no more objectionable character to the above uses 21. Accessory buildings, structures and uses customarily incident to any of the above permitted uses **Special Land Uses** The following uses shall be permitted where the proposed site does not abut a residentially zoned district: 1. Metal plating, buffing, polishing and molded rubber products 2. Uses which serve the limited needs of an industrial district (subject to	1. Offices, including professional, medical (including labs and clinics) 2. Municipal uses, such as post offices and similar governmental office buildings 3. Day care centers (4.12.2) 4. Financial institutions (4.81) 5. Retail business or service establishments, including restaurants (4.27) 6. Business schools and colleges or private schools operated for profit (4.27) 7. Instructional Centers (4.62) 8. Outdoor theaters, plazas, parks, public gathering places, farmers markets and like public facilities 9. Art galleries, museums, and non-profit community centers 10. Personal service establishments 11. Private recreational facilities, indoor or outdoor 12. Publicly owned and operated parks, pathways, and recreational facilities 13. Transit station 14. Brewpubs and Microbreweries (4.35) 15. Outdoor restaurants (4.84) 16. Principal uses similar to those listed above, as determined by the Planning Commission 17. Off-street parking lots and structures (not to include vehicle storage) 18. Accessory structures and uses customarily incidental to the above permitted uses, except drive-through windows (4.19) **Mixed-Use Development Option Permitted Uses –** 1. Any of the Principal Permitted Uses above 2. Multiple-family residential 3. Live/work units 4. Hotels (4.28.1) 5. Business establishments which perform services on the premises 6. Health and fitness clubs, public or private 7. Dry Cleaning Establishments or Pick Up Stations (4.24)

	Section 4.43), as follows: a. Financial institutions, unions, union halls, and industrial trade schools or industrial clinics b. Industrial tool and equipment sales, service, storage, and distribution c. Eating and drinking establishments and motels 3. Automobile service establishment 4. Self-storage facilities 5. Retail sales activities 6. Central dry cleaning plants or laundries 7. Railroad transfer, classification and storage yards 8. Tool, die, gauge and machine shops 9. Storage facilities for building materials, sand, gravel, stone, lumber, storage of contractor's equipment and supplies 10. Municipal uses 11. Motion picture, television, radio and photographic production facilities 12. Outdoor space for parking of licensed rental motor vehicles 13. Accessory buildings, structures and uses customarily incident to any of the above permitted uses	8. Other uses similar to the above uses subject to conditions noted 9. Accessory structures and uses customarily incidental to the above permitted uses (4.19) **Special Land Uses** 1. Amusement and entertainment uses, including theaters, athletic and performing arts venues 2. Private clubs, organizations, cultural facilities, and lodge halls 3. Places of worship 4. Drive throughs, as an accessory to a permitted use (Sec. 5.3.11)
Minimum Lot Size	See Section 3.6.2.D	See Section 3.6.2.D
Minimum Lot Width	See Section 3.6.2.D	See Section 3.6.2.D
Maximum Building Height	40 feet; 25 feet when abutting residential (Section 3.14.5.C)	35 feet within 100 feet of SFR 40 feet between 100-200 feet of SFR North of Grand River: 8 stories with bonus height South of Grand River: 4 stories with bonus height
Building Setbacks	Front Yard: 40 feet Rear Yard: 20 feet, 100 feet when abutting residential (Section 3.6.2.H) Side Yard: 20 feet, 100 feet when abutting residential (Section 3.6.2.H)	Front yard: 20 feet (Major arterials) Rear yard Non-Res: 100 feet for buildings if adjacent to residential Rear yard Residential: 2 feet each foot of building height if adjacent to residential
Parking Setbacks	Front Yard: 40 feet (Section 3.6.2.E) Rear Yard: 10 feet, 100 feet when abutting residential (Section 3.6.2.F) Side Yard: 10 feet, 100 feet when abutting residential (Section 3.6.2.F)	Front yard: 20 feet (Major arterials) Rear yard: 100 feet if adjacent to residential See proposed Ordinance for other yard requirements

Infrastructure Concerns

See the Engineering review letter for specific discussion of water and sewer capacities in the area serving the subject property. The Engineering review indicates there will be an

impact on utility demands as a result of the proposed rezoning. The attached review letter assumes the "worst-case scenario" in terms of required utility capacity. Depending on how the proposed City West District is developed, it will likely result in the need for infrastructure improvements, based on assumptions and a limited study. The Engineering Division plans to continue discussions with Community Development to better understand the demands of the district and to better understand the impact on the City's infrastructure.

Traffic analysis and the requirements and potential road improvements for any new development will be determined on a site-by-site basis for any property proposed to be developed or redeveloped in the new district. Applicants proposing a new development will need to prepare either a Traffic Impact Statement or Traffic Impact Study as a result of an anticipated number of trips as defined by the Site Plan and Development Manual. Pedestrian improvement opportunities are being considered along the Grand River Avenue Corridor as a part of a larger study that is being contemplated.

Natural Features

The attached maps from the City's mapping portal show that there are regulated wetland and woodland at various locations throughout the subject area. The City's maps provide an approximation of the location of the woodlands and wetlands without specific surveying of those areas. The actual location of any woodlands and wetlands will need to be field verified by applicants with the submittal of any site plan for the parcels, and verified by the City's consultants. Any proposed impacts to these natural features will be reviewed and discussed during the site plan submittal for any project on the property, and follow the typical standards for review and approval according to the City's ordinances, including Wetland and Woodland permitting.

Submittal Requirements

The City's Department of Public Works staff has placed the rezoning signs on properties along the Grand River Avenue corridor and at Beck Road and Taft Road, in accordance with the public hearing requirements for the proposed rezoning. Staff has verified the locations and language provide on the signs that meet the standards of the City's Site Plan and Development Manual.

_____

Lindsay Bell*, AICP,* Senior Planner
Barbara McBeth, *AICP*, City Planner

UTILITY DEMAND MEMO

MEMORANDUM

TO: VICTOR CARDENAS, INTERIM CITY MANAGER

FROM: BEN CROY, CITY ENGINEER

SUBJECT: CITY WEST DISTRICT UTILITY DEMANDS

DATE: JUNE 8, 2023

The Department of Public Works Engineering Division has been working with the Community Development Department projecting assumptions regarding anticipated utility demand within the proposed City West District (Grand River between Beck Road and Taft Road). Based on these discussions, the City West District potential development is estimated to demand 1,550 REUs for water service. One REU (Residential Equivalency Unit) equates to the utility demand from one single-family home. Water system improvements will be required to maintain adequate water pressures in the western limits of the city regardless of whether the area develops as proposed or as currently zoned. No improvements are anticipated to be required for the sanitary sewer system.

The City West District is located within the Intermediate Pressure District. Other areas in this pressure district (Section 18 and Sections 29-32) along the western extremities of the city currently maintain pressures and flow rates on the low end of desired ranges and could drop below minimums as demand in other areas increase. This future condition was identified and evaluated in the 2014 Water Master Plan Update. At that time, several projects were recommended to address the need for improvements with additional development. The attached map and table from the 2014 update have been updated with capital projects completed by the City or as part of private development projects. The attached also includes proposed projects which complete the entire water system improvement plan. The proposed improvements include ~9,100 feet of water main along Eight Mile, Napier and Nine Mile (referred to as the Southwest Loop projects #091-14, #091-23, #091-15 considered Phase 1), and the decommissioning of a pressure reducing valve, estimated at $4-5M and $200k, respectively.

Coincidentally, around the same time the City West District was being discussed, a new residential development, Parc Vista, was being proposed in the southwest portion of the City on Eight Mile west of Garfield. During the design of this site, staff identified the need for system improvements to maintain the desired minimum flows of 2,000 GPM required for fire protection. The addition of the Southwest Loop will increase flows above this standard and eliminate a long dead-end in the system. Elimination of dead ends is good standard practice to avoid water quality issues, decrease pressure fluctuations and provide redundancy (same as GLWA's regional redundancy main project only scaled to Novi system). Additionally, the Southwest Loop would provide water service to the ITC Sports Park in the future if desired.

As the City develops, system demands are continuously evaluated to identify appropriate infrastructure improvements. Like the improvements discussed above, numerous projects have been identified in the 2014 or earlier master plans, and as additional demand is anticipated, these projects can be implemented. Occasionally private development fills

gaps in the system, but there is no significant private development to make the Southwest Loop. Therefore, staff recommends executing these projects as capital improvements per the Master Plan. Just as the Island Lake Booster Station (#IL-07) was completed as the first step in expanding the west side system, staff continues to evaluate needs as they arise, versus implementing unnecessary improvements. These proposed pressure district expansions have appeared in the CIP at various times, most recently back in FY 2019-20. Consequently, the projects were removed as the certainty of the proposed developments was not confirmed.

Per the Master Plan the Island Lake Pressure District Expansion has been planned for completion in two phases, the first of which Phase 1 is discussed herein. The second phase would complete the district expansion (projects #IL-01, #IL-04, #IL-05) and would be implemented at the appropriate time based on system modeling following further development.

CITY WEST ORDINANCE 18.296

ADOPTED MAY 20, 2024

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF NOVI

ORDINANCE NO. 18.296

AN ORDINANCE TO AMEND THE CITY OF NOVI CODE OF ORDINANCES, ORDINANCE 14-271, THE CITY OF NOVI ZONING ORDINANCE, AS AMENDED, AT ARTICLE 3.0 ZONING DISTRICTS, ADD SECTION 3.1.30 TO ESTABLISH THE CW – CITY WEST DISTRICT, SECTION 3.33 CITY WEST REQUIRED CONDITIONS, SECTION 3.34 CITY WEST MIXED USE DEVELOPMENT OPTION, RENUMBERING GENERAL EXCEPTIONS TO SECTION 3.35, AND TO AMEND ARTICLE 4.0 USE STANDARDS, SECTION 4.12 GROUP DAY CARE HOMES, DAY CARE CENTERS AND ADULT DAY CARE CENTERS, SECTION 4.24 DRY CLEANING ESTABLISHMENTS, SECTION 4.27 RETAIL BUSINESS OR SERVICE ESTABLISHMENTS, SECTION 4.28 HOTELS AND MOTELS, SECTION 4.31 VETERINARY HOSPITALS AND CLINICS, SECTION 4.35 MICROBREWERIES AND BREWPUBS, SECTION 4.62 INSTRUCTIONAL CENTERS, AND SECTION 4.81 FINANCIAL INSTITUTIONS. ALL BEING DONE TO CREATE AND ADD REQUIREMENTS FOR THE CITY WEST (CW) DISTRICT. AMEND ARTICLE 2, SECTION 2.2 DEFINITIONS, TO ADD A DEFINITION FOR WORKFORCE HOUSING. AMEND ARTICLE 3.0 ZONING DISTRICTS, SECTION 3.1.15 EXO EXPOSITION OVERLAY DISTRICT AND 3.25 EXO OVERLAY DISTRICT REQUIRED CONDITIONS, TO CHANGE THE UNDERLYING ZONING OF THE EXO OVERLAY DISTRICT TO CITY WEST.

THE CITY OF NOVI ORDAINS:

Part I.
That the City of Novi Zoning Ordinance, as amended, Article 3.0, Zoning Districts, Section 3.1 Districts Established, is hereby amended to add a new district as number 30 CW City West District.

Part II.
That the City of Novi Zoning Ordinance, as amended, Article 3.0, Zoning Districts, Section 3.1 Districts Established, is hereby amended to add section 3.1.30 as follows:

3.1.30 CW City West District

A. Intent and General Provisions

1. Description of the District. The City West district permits a mix of uses, including amusement and entertainment uses, office, commercial, and multiple-family housing, that are appropriate within the context of the City West area. Key design concepts include multiple-story buildings that frame the internal street network, a corridor of buildings massed along Grand River Avenue, shared access and parking, a mix of uses including commercial and multi-family residential, and public gathering spaces.

Buildings should have high-quality materials and allow for changing uses over time. Development will be pedestrian-oriented, with a high degree of transparency on the ground level and functional, attractive outdoor amenities such as plazas and pocket parks with seating and lighting. Parking is placed to the side or rear of main buildings, preferably in parking structures, driveways are consolidated from the major thoroughfare, and on-street parking is permitted on secondary streets.

2. Intent. The intent of the City West district is to encourage high-quality and distinctive development that will complement and support nearby areas. The district will reflect an inviting and vibrant identity for this area of the City's Grand River Corridor while implementing land use planning and development techniques that result in a pleasing, compatible, visual presence. Assembly of small lots and long, narrow lots into larger development parcels is anticipated and encouraged to provide coordinated development with consolidated access points. Minimum lot and frontage thresholds are established for the mixed-use development option to further this objective. Shared parking is strongly encouraged, and vehicular and pedestrian connections between sites is expected.

   The district allows a wide range of principal uses. In conjunction with different height, area, and bulk standards, this should increase development and re-development opportunities that will look demonstratively different than existing uses.

   Additionally, some of the objectives of the district are intended to be accomplished or facilitated by the establishment of an optional development approval process, the Mixed-Use Development Option (MDO). Under this optional form of development:
   - Mixing of uses is permitted, either vertically or horizontally.
   - Building heights are greater than most traditional commercial districts in the city.
   - Floor area ratios and densities are increased to allow economies of scale.
   - Required setbacks are reduced to encourage a development pattern that frames the primary street frontage.

   Under the MDO concept, a wider variety of retail, commercial, office, and residential uses and open spaces are permitted, to further the creation of a dynamic mix of compatible uses. As a trade-off for this greater flexibility, regulations regarding streetscape and landscape design, provisions for parking facilities, architectural and façade design, multi-family residential dwelling units, and setback standards are incorporated into the district, resulting in a mix of some form-based standards and more conventional guidance. See the City West Design Guide for examples of the development vision and guidelines for projects in this district. The MDO, if successfully implemented, should:

   - Encourage the use of land in accordance with its character and surroundings;
   - Conserve natural resources and natural features;
   - Encourage innovation and creativity in land use planning;
   - Enhance pedestrian and cycling activity within the district and to surrounding destinations;

- Provide enhanced housing, cultural, and recreational opportunities for the people of the City; and
- Bring about a greater compatibility of design and use between and among neighboring properties.

B. Principal Permitted Uses –

i. Offices, including professional, medical (including labs and clinics)
ii. Municipal uses, such as post offices and similar governmental office buildings
iii. Day care centers (4.12.2)
iv. Financial institutions (4.81)
v. Retail business or service establishments, including restaurants (4.27)
vi. Business schools and colleges or private schools operated for profit (4.27)
vii. Instructional Centers (4.62)
viii. Outdoor theaters, plazas, parks, public gathering places, farmers markets and like public facilities
ix. Art galleries, museums, and non-profit community centers
x. Personal service establishments
xi. Private recreational facilities, indoor or outdoor
xii. Publicly owned and operated parks, pathways, and recreational facilities
xiii. Transit station
xiv. Brewpubs and Microbreweries (4.35)
xv. Outdoor restaurants (4.84)
xvi. Principal uses similar to those listed above, as determined by the Planning Commission
xvii. Off-street parking lots and structures (not to include vehicle storage)
xviii. Accessory structures and uses customarily incidental to the above permitted uses, except drive-through windows (4.19)

C. Mixed-Use Development Option Permitted Uses –

i. Any of the Principal Permitted Uses above
ii. Multiple-family residential
iii. Live/work units
iv. Hotels (4.28.1) – North of Grand River Only
v. Business establishments which perform services on the premises
vi. Health and fitness clubs, public or private
vii. Dry Cleaning Establishments or Pick Up Stations (4.24)
viii. Other uses similar to the above uses subject to conditions noted
ix. Accessory structures and uses customarily incidental to the above permitted uses (4.19)

D. Special Land Uses

i. Amusement and entertainment uses, including theaters, athletic and performing arts venues
ii. Private clubs, organizations, cultural facilities, and lodge halls
iii. Places of worship
iv. Drive throughs, as an accessory to a permitted use (Sec. 5.3.11)
v. Veterinary hospitals and clinics (4.31)

E. Development Standards

Lot size, Lot Coverage, Lot width:
See section 3.6.2.D

Open Space:
Minimum Gross Open Space: 15% (see Section 3.33.4.1.F)
Minimum Usable Open Space: 150 sq ft per dwelling unit

Building Setbacks

Minimum front yard setback: See Section 3.33.1.E

Minimum rear yard setback: See Section 3.33.1.E

Minimum side yard setback: See Section 3.33.1.E

Building Height

Minimum building height: 20 feet

Maximum building height: 2 stories

Parking Lot Setbacks

Front yard setback: Front yard parking is not permitted, unless it is on-street, except as otherwise provided. See Section 3.33.1.E

Rear yard setback: 10 feet; If adjacent to existing residential zoning district a minimum of 50 feet is required

Side yard setback: 10 feet; If adjacent to existing single family residential zoning district a minimum of 100 feet is required

3.6.2 Applicability of Notes to District Standards

- City West Districts: D, M

Part III.
That the City of Novi Zoning Ordinance, as amended, Article 3, Zoning Districts, is amended to add a new Section 3.33, City West Required Conditions, as follows in its entirety:

3.33 City West District REQUIRED CONDITIONS

1. The following standards shall apply to all uses permitted in the district except as indicated otherwise in this ordinance, or where different or additional standards are either authorized or required for developments utilizing the Mixed-Use Development Option (MDO) in Section 3.34.

A. Site Plans. Site plans shall be submitted for preliminary approval by the Planning Commission, in accordance with the provisions of this ordinance and other applicable ordinances in Section 6, unless the proposed plan qualifies for administrative review per Section 6.1.C.

B. Nonconforming Uses and Buildings: A use or structure that is lawfully operating/existing as of the date this Section takes effect shall be considered a legal non-conforming use, so long as it remains otherwise lawful, subject to the following:

   a. Such uses may be enlarged or increased by up to 10 percent of the existing total floor area, provided the resulting total floor area does not exceed the maximum floor area ratio of 0.275 as described below.
   b. Any changes to the building or site at these locations that require site plan approval as described in Section 6.1 shall also require Planning Commission approval under the requirements of the Special Land Use permit approval provisions of that Section.

C. Maximum floor area ratio (FAR): The maximum FAR (ratio of gross square feet of building area to gross land area of site, less prescribed right-of-way) shall be 0.275. Where an addition is proposed to an existing structure, the total resultant structure or combination of structures on-site shall be used in the calculations.

D. Building and Parking Setbacks: Building and parking setback requirements, except as otherwise specified herein, shall be as noted in the table below, as measured from the future Right-of-Way line. These setback requirements may be reduced or increased by the approving body where strict adherence would serve no good purpose or where the overall intent of the district would be better served by allowing a lesser or greater setback, provided that:

i. An increase or reduction of a setback will not impair the health, safety or general welfare of the city as related to the use of the premises or adjacent premise,

ii. The increase or reduction of the setback along a common parcel line between two premises would result in a more desirable relationship between a proposed building and an existing building,

iii. The increase or reduction of the setback would create a more desirable viewshed along the corridor, and

iv. The adherence to the required setback would result in the establishment of non-usable land area that could create maintenance problems.

3.33.1.E. Setback Requirements for CW Districts		
Arterials (Grand River, Beck)	**Minimum (feet)**	**Maximum (feet)**
Building - Front	20	65
Building - Exterior side[1]	20	65
Parking[4]	20	None
Nonresidential collectors and local streets	**Minimum (feet)**	**Maximum (feet)**
Building – Front	10	20
Building - Exterior Side[1]	0	none
Parking (rear and side yard)[4]	10	none
Private Drives, Aisles & Shared Access Drives	**Minimum (feet)**	**Maximum (feet)**
Building – Front	10	none
Building - Exterior Side[1]	10	none
Parking (rear and side yard)[4]	10	none
I-96 Highway ROW	**Minimum (feet)**	**Maximum (feet)**
Building[1]	75	none
Parking[4]	30	none
Adjacent to Single Family	**Minimum (feet)**	**Maximum (feet)**
Building – Non-residential use	100	none
Building - Residential use	100	none
Parking (rear and side yard)[4]	100 feet	none
Notes to Table		

1. Rear and interior side yard building setbacks are not prescribed, except as noted or as necessary to meet landscaping or other requirements, or where the Planning Commission or City Council determines buildings or parking require additional distance for safety, protection of natural features, or to enhance compatibility.

2. Distance Between Buildings: Buildings with a front-to-front relationship shall have a minimum separation of forty (40) feet. Buildings with a front-to-rear or front-to-side relationship shall have a minimum separation of thirty (30) feet. All other buildings shall have a minimum separation of twenty (20) feet, or thirty (30) feet for buildings sixty (60) feet or more in height, unless otherwise provided for in these district regulations.

3. The front yard setback shall be increased at intersections where necessary to obtain the appropriate clear vision area. Clear vision area shall comply with standards set forth in Section 5.9, Corner Clearance, or any more restrictive standards adopted by the Road Commission for Oakland County (RCOC).

4. Parking Setbacks.

    a. Front yard off-street parking is generally not permitted as it detracts from the intent to create a pedestrian-oriented district. If parking in the front yard is determined to be essential to the site layout and uses, it shall be limited to one bay of parking and observe a minimum of a 10-foot setback with greenbelt. Surface parking lots shall be screened from all major thoroughfares by: (1) a two and one-half (2.5) foot ornamental brick or stone wall with intermittent landscaped breaks; or (2) semi-transparent screening such as brick pilaster with metal decorative fence in order to maintain attractive streetscapes as approved by the City's Landscape Architect. Landscaping, 12 - 36 inches in height, along the street side of walls or fences shall be provided.
    b. Side yard parking adjacent to a front yard shall be setback from the front façade of the building by a minimum of five (5) feet. See illustration in Section 3.11.6.A. Screening as described above is required.
    c. Off-street parking areas may be located within the exterior side yard along arterial roads if the primary building is oriented to front on a non-residential collector or local street. If parking is located in a side yard, the minimum setback of at least twenty (20) feet is required from the right-of-way line of any major thoroughfare, presently existing or as planned by the Road Commission for Oakland County or the City of Novi Master Plan.
    d. Off-street parking areas adjacent to a single-family district shall be screened with a 5-foot wall or landscaped berm.

F. Height. Buildings shall be a minimum of 20 feet with quality architectural design and a maximum of two stories, except as otherwise provided under the MDO. Uncovered roof seating areas for restaurant uses may be permitted by the Planning Commission upon a demonstration by the applicant that such seating would not jeopardize public safety and/or privacy of adjoining uses and would

not result in any other adverse consequences to the surrounding area, and particularly to residential uses.

G. Pedestrian Development Amenities. Proposed developments, through innovative planning, design, and architecture, shall create a significant pedestrian orientation in keeping with the intent and purpose of the district and shall take into consideration the City West Design Guide recommendations. There shall be a system of pedestrian connections within and between all developments to enable pedestrians to safely and conveniently access nearby destinations. Benches, plazas, landscaping and other features to create attractive micro-destinations are required. Stubbed sidewalk connections to undeveloped adjacent parcels shall be provided at suitable locations.

H. Sidewalks and Bicycle Facilities. Sidewalks with a minimum width of 6 feet are required abutting any street or internal road, and shall be placed at least 5 feet from the curb where street trees are required. Along major thoroughfares sidewalks shall be 8 to 10 feet wide as shown in the Active Mobility Plan. Sidewalks are also required between vehicular parking areas and building facades with pedestrian entrances. Bicycle parking shall meet or exceed the standards set forth in Section 5.16, and bike paths shall be provided in accordance with the Active Mobility Plan.

I. Open Space. A minimum of fifteen (15) percent of the gross site area of a commercial or mixed-use development shall be devoted to publicly accessible, permanently landscaped usable open spaces and pedestrian plaza areas (such as internal walkways, linear or pocket parks, plazas, or other space for gathering accessible to occupants and invitees). Small strips of landscaped area, landscaped end islands in parking lots, and similar areas that are less than 20 feet wide shall not be counted toward the required open space on the site. All landscaped open spaces and pedestrian plaza areas shall be maintained by the owners of the development it serves.

Up to 50 percent of the required open space may consist of areas that are regulated by City of Novi woodland and/or wetland ordinances if they are permanently protected by conservation easements. Wherever open spaces shall be created or preserved, they shall be physically connected, when possible, to adjacent open space areas.

Usable open spaces required for multi-family development units may count toward the 15 percent requirement if the spaces are publicly accessible (e.g., not private patios, roof decks, balconies, fitness rooms and clubhouses) and part of an integrated development plan. Usable open spaces must be clearly designed for active or passive recreational or leisure use and have a minimum dimension of

twenty feet in every direction (private spaces like patios or balconies may be less). Open space intended to serve all the units of a project shall be accessible and convenient to all units. Private open space shall be accessible and convenient to the units intended to be served. Active recreational facilities for children in appropriate projects are encouraged, and shall be a minimum of 250 square feet.

J. Facades. All sites in the City West districts are subject to Region 1 standards of Section 5.15. In addition, all exterior walls of any main or accessory building shall be composed of the same or complementary architectural building facade materials as others on the site. Exterior building facades shall be primarily of brick or stone, which may be augmented by materials complementary to brick or stone. When renovations, alterations, or additions are made to an existing building within the City West district, the exterior building facades of the entire building shall be brought into compliance with this subsection.

   Architectural design and facade material are to be complementary to existing or proposed buildings within the site and the surrounding area. It is not intended that contrasts in architectural design and use of facade materials is to be discouraged, but care shall be taken so that any such contrasts will not be so out of character with existing building designs and facade materials so as to create an adverse effect on the stability and value of the surrounding area.

K. Parking, Loading, Landscaping, Lighting, etc. All sites must comply with Article 5, Site Standards, regarding all applicable requirements, including off-street parking, landscaping, exterior lighting, and buffers/walls, as those standards relate to uses permitted in the City West district, except as otherwise stated. Notwithstanding the above, loading and unloading may be in a side or rear yard, and shall be located as to be inconspicuous and properly screened. The approving body may modify the size requirement for a loading area, an alternate location, or approve a shared loading area between buildings, when the applicant provides ample justification that the uses proposed will be adequately served.

   In those areas where on-street parking is permitted, off-street parking requirements may be reduced by the number of on-street parking spaces adjacent to a use. Parking requirements may be reduced when the approving body determines that given parking areas serve dual functions by providing parking capacity for separate uses which have peak parking demand periods which do not overlap. The applicant shall submit a Shared Parking Study based on requirements set forth in Section 5.2.7 to provide justification for the request. Applicant shall also provide information on cross-access and maintenance agreements.

   In those instances when a parking structure, underground parking or municipal parking lot is constructed pursuant to a special assessment district, a parking

exempt district shall be created for that area served by the improvement and assessed for its cost.

L. Vehicular Access. Vehicular access to a development site shall be designed to provide safe and efficient distribution of traffic to and from the site and should form a logical street network connecting to adjacent parcels in the district where appropriate. Access design that results in an undue intensification of traffic congestion shall be prohibited. Multiple curb cuts onto major arterials is discouraged.

M. Street and Roadway Rights-of-Way. Nonresidential collector and local streets within the City West district shall provide rights-of-way and road cross sections consistent with the City's Design and Construction Standards. Additional rights-of-way area shall be provided where boulevards, squares or traffic circles are created. The local street network shall be designed to accommodate motorized and non-motorized users.

N. Storm Water Detention. The use of underground and shared storm water facilities meeting all relevant standards should be used to the extent feasible to achieve permitted densities while protecting existing natural resources.

Part IV.
That the City of Novi Zoning Ordinance, as amended, Article 3, Zoning Districts, is amended to add a new Section 3.34, Mixed Use Development Option for the City West District, as follows in its entirety:

3.34 Mixed Use Development Option (MDO) for the City West District

1. Intent and General Application. The MDO expands the number and kind of uses permitted in the district. In addition to permitting quality residential development and facilitating mixed-use developments, including multiple-family residential, office, and commercial uses, this optional form of development allows for increased building height—up to 110 ft—and increased floor area ratios (FAR), as well as the opportunity to deviate from height, area, and bulk standards provided the deviations benefit the development and are considered in context with the surrounding area.

   The granting of a Mixed-Use Development Option application requires review and recommendation by the Planning Commission and approval of the City Council, under the process contemplated in MCL 125.3503. As part of the review and appeal process, and in light of the potential additional uses and flexible building standards, the development may be subject to certain conditions, and will have to demonstrate conformance with the Design Guide adopted by the City as part of this ordinance.

   For purposes of this Section 3.34, the "City West North" area shall be that part of the district north of Grand River Avenue, and the "City West South" shall be that part of the District south of Grand River Avenue.

2. Uses permitted subject to approval of a Mixed-Use Development Option

A. For developments utilizing the Mixed-Use Development Option (MDO) the uses listed under Section 3.1.30.B, C, and D will be permitted, with a minimum combination of two distinct use classifications. Multiple-family residential dwellings, including senior, age-qualified, or independent housing, may be proposed as a stand-alone use.
B. MDO Projects with a single use may be considered for density reserved for mixed-use projects if there is a clearly designed relationship between complementary uses, including direct pedestrian connections and building entrances located within 300 feet measured along the pedestrian route.

3. Eligibility Criteria

A. MDO projects shall require the applicant to demonstrate that each particular use (or single use, as applicable), as well as the quantity and location of such use(s), would result in a reasonable and mutually supportive mix of uses on the site, and a compatibility of uses in harmony with the surrounding area and other nearby areas of the City, as intended in this Article.
B. Minimum acreage for a project is five (5) acres, unless varied by City Council approval with a demonstration by the applicant that the proposed development on less land meets the standards of Section 3.34, and subsections 3.33.1 and 3.33.3, and that the proposed development exemplifies the intent of this Article as stated in Section 3.1.30.A and the Design Guide.
C. Minimum public road frontage is three hundred (300) feet unless varied by City Council.

4. General Approval Standards

A. As part of the application and review for site plan approval, the applicant for the MDO must demonstrate the following:
    i. The project will result in a recognizable and substantial benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved by a traditional development.
    ii. Relative to a development otherwise permissible as a Principal Permitted Use under Section 3.1.30.B, the proposed type and density of development shall not result in an unreasonable increase in the use of public services, facilities and utilities, and shall not place an unreasonable burden upon the subject and/or surrounding land and/or property owners and occupants.
    iii. The layout of the site is designed to minimize the negative impact on existing natural features, including woodlands and wetland areas. Where buffers to adjacent uses are required, preserving existing natural features is a preferable strategy to replacement and mitigation if appropriate visual and audible screening can be achieved.
    iv. Based upon the proposed uses, layout and design of the overall project, the proposed building facade treatment, the proposed landscaping treatment and the proposed amenities, the MDO project will result in a material enhancement to the area of the City in which it is situated.

v. The proposed development will not have a materially adverse impact upon the Master Plan for Land Use of the City and will be consistent with the intent and spirit of this Section.

vi. Each proposed use in the development, as well as the size and location of such use, will result in and contribute to a reasonable and mutually supportive mix of uses on the site, and/or a compatibility of uses in harmony with the surrounding area and other nearby areas of the City.

vii. The land area proposed for development represents a cohesive and logical consolidation of parcels to allow a coordinated project to be brought forward.

viii. The proposed development will be under single ownership and/or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance. This provision shall not prohibit a transfer of ownership and/or control, upon completion of one or more phases or upon 1) due notice to the City Clerk, 2) appropriate and customary approval by other City officials and 3) financial guarantees for completion of improvements.

5. Project Design Standards. The following design standards shall apply to MDO projects:

A. General Design Standards. The following design standards shall apply to all projects:

i. Permitted non-residential uses may be allowed in combination with other permitted non-residential or residential uses, based upon a layout and integrated plan approved as part of the site plan.

ii. The design standards for non-residential uses shall be based upon the regulations in this Ordinance applicable to the corresponding uses, provided that modified design standards may be approved by the City Council based upon a demonstration by the applicant of the following, and the findings of Section 3.34.7.A.i.d:

a. The proposed uses will complement and support the intent of the City West district, the convention center and other established uses within this area of the City.

b. The project has shown that design coordination and connection with adjacent property, developed or not, has been accomplished.

c. An attractive street-level environment has been achieved that focuses on the pedestrian experience and provides public space amenities, with recommendations from the Active Mobility Plan incorporated.

d. Vehicular safety provisions and controls have been applied particularly with regard to access to major thoroughfares.

e. Aesthetic quality is improved in terms of design, exterior materials and landscaping, including internal compatibility within the development as well as its relationship to surrounding properties to accommodate future development.

f. Preservation of natural features is achieved.

iii. There is underground installation of utilities, including electricity and telecommunications facilities, as found necessary or appropriate by the approving body.

iv. In order to provide efficient circulation and reduce driveways and curb cuts along Grand River Avenue, all development sites fronting Grand River Avenue shall be constructed to maximize traffic safety. Toward this end, to the extent feasible internal access drive networks shall be established and utilized as local streets. The shared access drives shall be privately owned and maintained, have a cross-section meeting the City's local street standards, and shall be governed by a cross-access agreement that provides for public access at all times and shall be recorded with the Oakland County Register of Deeds after review and approval by the City Attorney.

The shared access drive shall be a minimum of twenty-eight (28) feet wide (from back of curb) and shall be placed within a thirty-six-foot (36) (minimum) private easement. Parallel parking may be permitted along said shared access drive provided an access aisle of 26 feet is maintained. The local street network shall be designed to accommodate motorized and non-motorized users.

The City Council may waive the requirement for a shared access drive where it is not feasible to extend it to another property due to 1) environmental limitations, 2) incompatible adjacent development, 3) shallow lots, or 4) other unique site features.

v. The City Council shall resolve ambiguities in the interpretation of applicable regulations using the Zoning Ordinance, Master Plan, the Design Guide, and the intent of this Article and other City standards or policies as a guide.

B. Bonus height. Buildings in an MDO project may exceed the height stated in the Development Standards, except those buildings located within 300 feet of a single-family district, subject to the following:

i. Bonus height may be granted under the following circumstances:
   a. If underground or structured parking is provided, the maximum height of the building may be increased up to 2 additional floors (1 story per 125 spaces provided);
   b. If dedicated Open Space or preservation of natural areas is provided in excess of 25 percent of the total site area, the maximum height of the building may be increased an additional story.
   c. The provision and use of energy and water efficient design, water conservation, reuse and preservation of resources, and sustainable lifestyle solutions such as electric vehicle charging or integration of solar arrays. Applicants shall provide a narrative explaining how

sustainability elements will be incorporated and quantify the impacts of those strategies. For qualifying for LEED (Leadership in Energy and Environmental Design) certification, or equivalent for green building strategies, the maximum height of the building may be increased (up to 2 stories for Platinum).

d. Providing 15 percent or more residential units targeted for workforce housing as defined in Section 2 (1 story bonus).

ii. Building height, including bonuses earned, shall not exceed one hundred fifteen (115) feet or 8 stories, whichever is less, in the City West North area or 55 feet or 4 stories, whichever is less, in the City West South area.

iii. Buildings utilizing this subsection shall be designed to minimize their impact on surrounding existing uses and roadways, including, but not limited to, building design elements such as variation in building materials, mitigation of exterior and interior building lighting, and utilization of building relief strategies (including step-backs of higher stories).

iv. For all buildings utilizing bonus height strategies above, the City Council, following a recommendation by the Planning Commission, shall make a finding that the additional height will complement and be compatible with the vision for the district with respect to the size, height, area, and configuration of adjacent or surrounding parcels and structures and any other relevant characteristics and interest. The City Council shall determine whether the architectural design of the buildings provides adequate building relief to minimize the mass and height of the building and will not have a negative impact on the goal of creating a cohesive, walkable district.

6. Required Site Development Conditions for MDO projects

A. The required conditions listed within Section 3.33 must be met except as otherwise permitted within this Section 3.34

B. The following standards are required for residential-only buildings, either as a component in a mixed-use or a single-use development:

i. All residential structures shall have a minimum of two (2) stories or equivalent height.

ii. The minimum distance between townhouse buildings shall be twenty (20) feet. No more than eight (8) attached townhouse units in a single building.

iii. The minimum distance between multifamily buildings shall be one-half (1/2) the height of the taller building.

iv. The length/depth of a building shall not exceed four (4) times the height of the building.

v. Private community swimming pools and similar private amenities shall not require additional parking spaces except for barrier free spaces.

vi. Off-street parking shall not be placed within ten (10) feet of any wall of a dwelling structure. Units that have garages may be permitted parking on garage aprons if parking space dimensions are met without encroaching on sidewalks.

vii. Landscaping for residential-only buildings (See Section 5.5 for definitions):
   a. Multi-family Unit Trees: 1.5 trees per first floor unit
   b. Multi-family Unit Shrubs: 2 shrubs per first floor unit
   c. Interior Street Trees: 1 canopy tree per 50 linear feet (less driveway widths)

viii. Parking requirements:
   a. Studio and 1-bedroom units: 1 space per unit
   b. 2+ bedroom units: 2 spaces per unit

C. The following additional site development conditions shall apply to all MDO projects:
   i. Commercial and office uses may occupy any number of total floors within a building used for residential uses. No commercial or office use shall be located on the same floor as residential use, unless it is considered a live work unit, and no floor may be used for commercial or office purposes which is located above a floor used for residential purposes.
   ii. All trash receptacles and trash collection areas shall be screened from view and shall not be placed within ten (10) feet of any wall of a dwelling structure which contains openings involving living areas.
   iii. HVAC units that are not placed on the roof of a structure must be located away from openings to dwellings, including windows, and must be screened from view.
   iv. Buildings may be permitted to have parking on the ground level of the building. The parking inside the building must be aesthetically and effectively screened from view through architectural design, landscaping, or other means, from adjacent drives, walkways and buildings, and particularly from the street level view.

D. The following densities/intensities shall be permitted based on mixed-use or single-use developments:

Table 3.34.6.D Development Density/Intensity – Based on Net Site Area

	Residential Only	Mixed-Use Developments	Mixed-Use Developments
A. Maximum Density[1]		Single Use Building	Multi-Use Building
City West North	20 du/ac	25 du/ac	30 du/ac
City West South	10 du/ac	15 du/ac	20 du/ac
B. Floor Area Ratio[1]			
City West North		2.0 FAR	2.5 FAR
City West South		1.0 FAR	1.5 FAR

C. Maximum Building Height[2]			
City West North	65 feet	65 feet	65 feet
City West South	35 feet	45 feet	45 feet
D. Minimum Building Height[2]			
City West North	35 feet	40 feet	40 feet
City West South	25 feet	25 feet	35 feet

Notes to Table

1. For all development, density/intensity shall be calculated for the net site area of the development.
2. All structures within 200 feet of a one-family residential district shall be limited to 35 feet in height. Any structure more than 200 feet but less than 300 feet of a one-family residential district shall be limited to a maximum of 45 feet or three stories. In all other locations building height may be exceeded with bonus height as described in subsection 3.34.5.B.
3. Buildings with a front-to-front relationship shall have a minimum separation of 40 feet. Buildings with a front-to-rear or front-to-side relationship shall have a minimum separation of 30 feet. All other interior buildings shall have a minimum separation of 20 feet, or 30 feet for buildings 60 feet or more in height.

E. Landscape Standards at Major Thoroughfares
   i. Greenbelt: A landscape planting buffer is required to improve the appearance from the right-of-way, including screening off-site parking and access drive areas.
      a. Greenbelt that is adjacent to on-site drives or parking shall be a minimum of 10-feet in width, with a brick wall 3 feet in height to provide screening, and small plantings on the street side. The wall should be placed 3 feet from the curb. Trees should be planted within 4-foot gaps between wall sections.
      b. Greenbelt that is not adjacent to parking or drive shall be a minimum of 20 feet in width. No screening wall is required.
      c. The following greenbelt landscaping is required: 1 canopy tree per 30 feet or 1.5 subcanopy trees per 30 feet (less drive width). Trees to be evenly spaced.

F. Landscape Requirements for Mixed-Use and Commercial Buildings are shown in Table 3.34.6.F below:

Table 3.34.6.F Landscaping Requirements for Mixed Use/Commercial Buildings	
Location	Minimum Requirement
i. Interior Drives	

Street trees	1 canopy tree per 75 feet[1] on both sides, spaced not closer than 25 feet
Minimum greenspace/tree	200 sf or silva cells (or comparable alternative) with 1,000 ft^3
ii. Foundation Landscaping	
Sidewalk 12 ft or wider	15% of building frontage, 2-3 feet depth
Sidewalk less than 12 ft	None
iii. Open Space	
Paved gathering areas	5% landscaped, including movable planters
Outdoor dining areas	60% of periphery landscaped with permanent planting beds or movable planters
Primarily unpaved areas	1 canopy tree + 1 subcanopy tree + 10 shrubs per 5,000 sf of area
Landscaping feature	1 per 10,000 sf of open space in the development
iv. Parking	
Surface Lots	200 sf & 1 canopy tree per 10 spaces, 15 space contiguous limit
Parking Structures	35% of building frontage (trellis or planted walls can meet requirement)

Notes to Table

1. Measured along linear foot of street/drive, less driveway widths. See Figure 5.5.3.B.ii
2. Buffers are not required between developments within the district, but may be desirable in some circumstances to enhance compatibility between different uses.

5. Review and approval process for all MDO projects

A. Preliminary Application and Review

i. Pre-Application Submittal. Before formal submittal of a MDO plan, the applicant shall apply for and attend a pre-application meeting with the Plan Review Center, and other appropriate officials deemed necessary by the City Planner. Prior to the meeting, the applicant shall provide to the Plan Review Center a conceptual site plan and brief narrative of how the development meets or exceeds the standards of this ordinance and furthers the vision for the district. The Plan Review Center will provide initial comments on the plans.

ii. Preliminary MDO Application.

a. An application to develop under the MDO shall be made to the Planning Commission for its review and recommendation to City Council. The application shall be filed concurrently with a fully documented Preliminary Site Plan. The Preliminary Site Plan shall be completed in

accordance with the review requirements as set forth and regulated in the City's Site Plan and Development Manual and Section 6.1. The MDO plan shall include the information required in subsection 3.34.7.C.

b. In those instances where it is necessary to request rezoning in order to effectuate a MDO plan, an application to rezone shall be made to the Planning Commission for its review and recommendation to the City Council. The application for rezoning shall be completed in accordance with the City's Site Plan & Development Manual.

c. The Planning Commission may proceed simultaneously with review and recommendation on applications for rezoning, MDO plan and Preliminary Site Plan approval, along with any associated permit reviews.

iii. Initial Review. Upon receipt of an application for preliminary site plan, the application shall be reviewed by the Plan Review Center and referred to the Planning Commission and then City Council for initial review. Review shall be conducted at a regular meeting of each body and no public hearing shall be required to be noticed. Members of the Planning Commission and City Council will be able to provide feedback on the plans presented.

iv. Following the initial review, the applicant may choose to make any revisions to the plan and submit revised plans for review by the Plan Review Center before being scheduled for a public hearing before Planning Commission.

v. Planning Commission Public Hearing. Notice of the public hearing shall be given and the hearing held as provided by the Zoning Enabling Act, at which a review shall be conducted. Following such review, the Planning Commission shall provide its report and recommendation to the City Council. In making its recommendation to the City Council, the Planning Commission shall consider:

(1) Consistency with the Master Plan;
(2) Innovative planning and design excellence;
(3) Relationship to adjacent land uses, design form and layout;
(4) Compliance with this Ordinance, including subsections 3.33 and 3.34;
(5) Adherence to the City West Design Guide;
(5) Benefits to the community such as publicly accessible parks and open areas, and public facilities.
(6) Pedestrian and vehicular safety provisions.
(7) Aesthetic beauty in terms of design, exterior materials, landscaping, and natural features, including internal compatibility within the development as well as its relationship to surrounding properties,
(8) Provisions for the future users of the project.
(9) Impacts to existing natural features.
(10) The standards of Section 6.1.2.C for Special Land Uses.

vi. City Council Approval. The City Council shall review the Preliminary Site Plan with regard to the Planning Commission's recommendation and the review requirements and conditions set forth in Section 3.34.4.A. The City Council shall determine whether the proposed plan meets the conditions as set forth in Section 3.33 and 3.34, and the standards of Section 6.1.2.C.

a. As part of its approval of the Preliminary Site Plan, the Council is authorized to impose conditions that are reasonably related to the purposes of this section and that will:
   - Insure public services and facilities affected by a proposed land use or activity will be capable of accommodating increased services and facility loads caused by the land use or activity,
   - Protect the natural environment and conserve natural resources and energy,
   - Insuring compatibility with adjacent uses of land, and
   - Promote the use of land in a socially and economically desirable manner.

   All conditions imposed shall be made a part of the record of the approved Mixed Use Development Option.

b. Deviations From Density, Area, Bulk, Yard, and Dimensional Requirements. As part of approval of a Preliminary Site Plan, the City Council shall be authorized to grant deviations from the strict terms of the zoning ordinance governing density, area, bulk, yard, and dimensional requirements applicable to the property; provided, however, that such authorization to grant deviations shall be conditioned upon the Council finding:

   1. That each zoning ordinance provision from which a deviation is sought would, if the deviation were not granted, prohibit an enhancement of the development that would be in the public interest;
   2. That approving the proposed deviation would be compatible with the existing and planned uses in the surrounding area;
   3. That the proposed deviation would not be detrimental to the natural features and resources of the affected property and surrounding area, or would enhance or preserve such natural features and resources;
   4. That the proposed deviation would not be injurious to the safety or convenience of vehicular or pedestrian traffic; and
   5. That the proposed deviation would not cause an adverse fiscal or financial impact on the City's ability to provide services and facilities to the property or to the public as a whole.

c. In determining whether to grant any such deviation, the Council shall be authorized to attach reasonable conditions to the Site Plan that will:
   1. Insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased services and facility loads caused by the land use or activity,
   2. Protect the natural environment and conserving natural resources and energy,
   3. Insure compatibility with adjacent use of land, and
   4. Promote the use of land in a socially and economically desirable manner.

All conditions imposed shall be made a part of the record of the approval of the Site Plan.

B. Approved Preliminary Site Plan. Once the Preliminary Site Plan has been approved by City Council, no development shall take place therein nor use made of any part thereof except in accordance with the approved plan or in accordance with an approved amendment thereto. Once approval of the Preliminary Site Plan is granted, the applicant shall proceed with development of the Final Site Plan.

C. Final Site Plan approval. A Final Site Plan shall be prepared and submitted by the applicant for approval. Review and approval shall be administrative unless the City Council requests that the Final Site Plan be submitted to it for review. The Final Site Plan shall:

i. Conform with the Preliminary Site Plan and meet the conditions as set forth in the Council's approval.
ii. Contain all the requirements as set forth in Section 6.1 of this Ordinance and the requirements as set forth in the City's Site Plan and Development Manual.
iii. The dedication of public rights-of-way or planned public open spaces, where proposed on the site plan or as may be otherwise required, shall have been made.
iv. In residential use areas, any proffered open space has been irrevocably committed to be retained as open space for park, recreation and related uses, and that all such lands meet the requirements of the City.
v. Where applicable, road easements or rights-of-way have been provided.

D. Site Plan Revisions. Revisions to an approved Preliminary Site Plan or Final Site Plan shall require re-submittal of plan revisions to the City for review. Such revisions shall be resubmitted to the Planning Commission and City Council for review and approval, except those revisions permitted to be reviewed administratively under Section 6.1.1.C. Revisions requiring Planning Commission and City Council review shall include physical changes to the exterior building wall façade materials or layout alterations that will significantly change the appearance of a building or site, as determined by the City Planner. The Planning Commission and City Council, in making a review of a revised site plan, shall find that any such revisions forwarded to them for review and approval, meet all the minimum requirements of this Section, including general intent.

E. Phasing: Where a project is proposed for construction in phases, the planning and designing shall be such that, upon completion, each phase, considered together with other completed phases, shall be capable of standing on its own in terms of the presence of services, facilities, and open space, and shall contain

the necessary components to insure protection of natural resources and the health, safety, and welfare of the users of the planned mixed use development and the residents and property in the surrounding area. Sidewalks and pathways shall be completed to avoid dead ends within the site. Plans shall clearly illustrate what is to be included in each phase. The Council may require performance guarantees in accordance with Chapter 26.5 to ensure that permanent facades are constructed. In developments which include residential and non-residential uses, phasing shall be consistent with the following:

i. At least thirty (30) percent of all proposed residential units and non-residential floor area shall be constructed no later than concurrent with the first phase of construction.
ii. At least an additional thirty (30) percent of all proposed residential units and twenty (20) percent of non-residential floor area shall be constructed no later than concurrent with any second phase construction; and
iii. The balance of all proposed residential units shall be constructed no later than concurrent with any third phase of construction. For purposes of implementing the residential/non-residential phasing requirements set forth above, the percentages shall be reasonable approximations, as determined in the discretion of the City Council, and such percentages may be substantially modified should the City Council determine in its discretion that the applicant has presented adequate and effective assurances that both residential and non-residential component(s) of the development shall be completed within a specified period.

8. Plan Information

A. MDO Preliminary site plans shall include the following:

i. All requirements listed in the City's Preliminary Site Plan Checklist
ii. Statement of intent of proposed use(s) of land and any phasing of the project, including anticipated completion dates.
iii. Evidence of market need for the use(s) and economic feasibility of the project.
iv. Qualifications of applicant/developer including information of past projects, size, location, type etc.
v. A Contextual plan sheet with the general layout and all uses within 300 feet of the property lines to demonstrate the proposed project in context with the surroundings.
vi. Existing and proposed right-of-way width of all adjoining and internal roads, and layout of all internal roads and drives.
viii. vii. A traffic study, prepared in accordance with the City's Site Plan and Development Manual requirements, shall be submitted, unless

such requirement is waived by the Plan Review Center during pre-application conference. Proposed acceleration, deceleration, and passing lanes.

ix. All parking areas and number of spaces and any requests for shared parking reductions. The City may permit the use of a flexible shared parking formula if a Shared Parking Study is submitted and accepted by the City Council, after review and recommendation by the Planning Commission and City's traffic consultant.

x. The size and location of areas to be preserved as open and recreational space and intended programming of those spaces.

xi. Demonstrated adherence to the recommendations of the Active Mobility Plan.

xii. Density calculations, number and types of units (if applicable), and floor area per habitable space for each use proposed.

xiii. Fair representation of each type of use, square footage or acreage allocated to each use, locations of each principal structure and use in the development, setbacks, typical layout and elevation for each type of use.

xiv. Specification of each deviation from the applicable ordinance regulations which will be sought to be approved, and the safeguards, features and/or planning mechanisms proposed to achieve the objectives intended to be accomplished by the regulations from which a deviation is being sought.

xv. Community Impact Statement for all projects, including impact on City services, fiscal impact analysis addressing anticipated costs and revenues to City and school district, unless such requirement is waived by the Plan Review Center during pre-application conference.

xvi. If phasing is proposed, a plan showing what improvements will be constructed in each phase, with a description of the anticipated timing of construction.

B. Final site plans shall include the following:

i. All requirements specified in the City's Final Site Plan Checklist and Application.

ii. List all deviations from Ordinance standards granted by City Council and any conditions imposed.

iii. If phasing is proposed, provide detailed plans that show what will be constructed/installed by the completion of each phase to verify that each phase, considered together with previous completed phases, shall be capable of meeting ordinance requirements on its own as

described in Section 3.34.7.E, including utilities, parking, end of pavement, landscaping, amenities, lighting, signage, any mechanisms designed to reduce noise, and visual screening features. Required Engineering and Landscape Cost estimates shall also be broken down by phases.

9. Performance Guarantees. The applicant shall comply with the requirements for performance guarantees contained in Chapter 26.5 of the Code of Ordinances, as amended.

Part V.
That the City of Novi Zoning Ordinance, as amended, Article 3, Zoning Districts, is amended to renumber Section 3.33, General Exceptions to Section 3.35.

Part VI.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.12 "Group Day Care Homes, Day Care Centers, and Adult Day Care Centers" is amended to read as follows:

Section 4.12 Group Day Care Homes, Day Care Centers, and Adult Day Care Centers

1. [unchanged]

2. Day care centers and adult day care centers are a permitted use in the B-2, B-3, OST, TC, TC-1, CW districts and EXO Overlay district and a special land use in the OS-1, OSC, and PSLR districts, all subject to the following:

A. In the B-2, B-3, OST, OS-1, OSC, TC, TC-1, CW, PSLR districts and EXO Overlay district:

i. Outdoor recreation areas shall be provided, consisting of at least one -hundred fifty (150) square feet for each person cared for, with a minimum total area of three-thousand five hundred (3,500) square feet. All such outdoor recreation areas shall be fenced with self-closing gates. The recreation area may extend into an exterior side yard up to twenty-five (25) percent of the distance between the building facade and the property line.

ii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m. for those facilities abutting residential zoning districts.

iii. Facilities shall be located either within a permitted office, or commercial structure, or in a freestanding building on a site coordinated with surrounding development (i.e., traffic flow, parking

access, drop off areas, architecture and relationship to other buildings).

iv. Screening and landscaping of outdoor recreation areas, recreation area fences and parking lots shall comply with Section 5.5.

v. Off-street parking shall comply with Section 5.2.12. and Section 5.3.

B. [unchanged]

3. [unchanged]

Part VII.

That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.24 "Dry Cleaning Establishments or Pick Up Stations," is hereby amended to read as follows:

Section 4.24 Dry Cleaning Establishments or Pick Up Stations

In the B-1, B-2, B-3, CW and TC districts, dry cleaning establishments, or pick-up stations, dealing directly with the consumer are a permitted use. Central dry-cleaning plants serving more than one retail outlet shall be prohibited.

Part VIII.

That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.27, "Retail Business and Service Establishments," is hereby amended to read as follows:

4.27 Retail Business or Service Establishments

1. In the B-2, B-3, CW, TC and TC-1 districts, all retail business or service establishments are permitted as follows:
   A. Any retail business whose principal activity is the sale of merchandise in an enclosed building.
   B. Any service establishment of an office, showroom or workshop nature of a decorator, dressmaker, tailor, bridal shop, art gallery, interior designer or similar establishment that requires a retail adjunct.
   C. Restaurants (sit down), banquet facilities or other places serving food or beverage, except those having the character of a drive-in or having a drive-through window.
   D. Theaters, assembly halls, concert halls, museums or similar places of assembly when conducted completely within enclosed buildings.
   E. Business schools and colleges or private schools operated for profit.

2. In the FS district, retail establishments to serve the needs of the highway travelers, including such facilities as, but not limited to, gift shops and restaurants, not including drive-ins are permitted uses.

Part IX.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.28 "Hotels, Motels, and Transient Lodging Facilities," is hereby amended to read as follows:

Section 4.28 Hotels and Motels

1. In the B-2 and CW district north of Grand River, hotels and motels are a permitted use provided the site does not abut a residential district.
2. (Unchanged)
3. (Unchanged)
4. (Unchanged)
5. All hotels and motels in all districts, shall provide a minimum of 30 square feet of usable open space for each room subject to the following conditions:
    A. Usable open space shall include an unobstructed portion of a site which has a minimum dimension of ten feet in any direction, is landscaped and developed for active and passive recreational use, and is conveniently located and accessible;
    B. The usable open space may include amenities such as pavers, benches and other landscape design elements with pervious surface materials. All such areas shall be for the benefit of the hotel patrons;
    C. For TC, TC-1, CW, and PD-2 districts, the usable open space required per this section can be counted towards the minimum usable open space requirements for respective district standards;
    D. The usable open space shall not be counted toward any minimum landscaping or other open space requirements of the Zoning Ordinance and required parking setback area;
6. (Unchanged)

Part X.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.31 "Veterinary Hospitals and Clinics," is hereby amended to read as follows:

Section 4.31 Veterinary Hospitals or Clinics
Veterinary hospitals or clinics are permitted as a special land use in the B-2, B-3, CW, NCC, TC, and TC-1 districts. They are also a special land use in the I-1 district when abutting residential districts. In the I-1 and I-2 districts, when not abutting a residential district, they are a permitted use. In all districts they are subject to the following:

1. In the B-2, B-3, CW, NCC, TC, TC-1, I-1, and I-2 districts:
    A. [unchanged]
    B. [unchanged]
2. In the B-2, B-3, CW, NCC, TC, TC-1 and I-1 (when the I-1 district is abutting residential) districts a noise impact statement is required subject to the standards of Section 5.14.10.B.

Part XI.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.35 "Microbreweries and Brewpubs," is hereby amended to read as follows:

Section 4.35 Microbreweries and Brewpubs
Microbreweries and brewpubs are permitted uses in the B-3 and CW districts and special land uses in the RC, TC, and TC-1 districts subject to the following conditions:

1. Microbreweries and brewpubs
   A. In the B-3, CW, RC, TC and TC-1 districts:

      i-iv. (Unchanged)

   B. (unchanged)

2. (unchanged)

3. (unchanged)

Part XII.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.62 "Instructional Centers," is hereby amended to read as follows:

Section 4.62 Instructional Centers
In the CW and NCC districts, instructional centers, such as schools for dance, music, language, arts, or general education are a permitted use subject to the following:

1. The center must comply with all applicable state laws and licensing requirements.
2. All business, servicing or processing, except for off-street parking or loading, shall be conducted within a completely enclosed building.

In the OS-1 district, instructional centers are permitted uses provided that such facilities do not exceed two-thousand (2,000) square feet in size. However, when such uses exceed two-thousand (2,000) square feet, they shall be treated as special land uses subject to approval by the Planning Commission in accordance with the additional requirements of Section 6.1.2.C for special land uses, and subject to the public hearing requirements set forth and regulated in Section 6.2 of this Ordinance. All instructions centers shall comply with the following conditions:

1. All business, servicing or processing, except for off-street parking or loading, shall be conducted within a completely enclosed building.
2. Multiple tenants with square footage less than 2,000 square feet shall be allowed in a single building.

Part XIII.
That the City of Novi Zoning Ordinance, as amended, Article 4, "Use Standards," Section 4.81 "Financial Institutions," is hereby amended to read as follows:

Section 4.81 Financial Institutions

In the CW, TC and TC-1 districts, financial institutions are a permitted use, provided that such institutions shall not have drive-thru teller or ATM facilities as the principal use of the premises.

Part XIV.
That the City of Novi Zoning Ordinance, as amended, Article 2, Definitions, Section 2.2. Definitions, is hereby amended to include the following definitions:

Section 2.2 Definitions
Workforce Housing: A residential unit for sale or for rent with combined annual rental costs or combined annual mortgage loan debt service, property taxes, and required insurance that do not exceed thirty percent (30%) of the gross annual income of a household earning between sixty percent (60%) and one hundred and forty percent (140%) of the area median income, as defined annually by the United States Department of Housing and Urban Development.

Part XV.
That the City of Novi Zoning Ordinance, as amended, Article 3, Zoning Districts, Section 3.1.15 EXO Exposition Overlay District, is hereby amended to read as follows:

Section 3.1.15 EXO Exposition Overlay District
A. Intent
The EXO, Exposition Overlay district is designed to accommodate the development of a planned exposition, convention, and conference facility, including exhibit halls; display floor area; meeting rooms; conference rooms; eating and lodging facilities; banquet, concession, and catering uses; museums; theaters; recreational facilities; space for school and civic affairs; warehousing accessory to principal uses; and off-street parking and loading/unloading space, all for the purpose of supporting the growing high-tech business base within the city and regional demand for an exposition facility.

The EXO Exposition Overlay district is intended to encourage the development of an exposition, conference, and convention facility that is located near the City West (CW) district as shown on the Master Plan for Land Use, has visual exposure to the I-96 freeway (whether directly or in combination with other property), is accessible from a major thoroughfare, and has adequate site area. Taking into consideration the need to limit the overall impact of the use, and the need to have sufficient population support for the use, in no event is it the intent to have the EXO Overlay District encompass more than 55 contiguous acres, or to have more than one EXO Overlay district until the population of the City exceeds 100,000. The EXO district is intended to be utilized exclusively in connection with the CW City West district as the underlying zoning district. The EXO district is not intended to be adjacent to residential districts. To permit quality design and sound economic value for the City, any exposition, conference, and convention facility should have unified architectural and functional design and provide an overall master plan for all phases for the complete development. The district contemplates the existence of a principal exposition, conference, or convention facility

as part of the development before, or at least coincidental with, permitted "secondary" overlay uses. It is not the intent of this district to authorize the establishment of a new area within the City for an independent commercial center or district. Rather, it is the intent of this district to recognize the special need and character of a planned exposition, convention, and conference facility, and to make provision for this special need and character in an appropriate location.

B. Principal Permitted Uses

[existing content all removed]

See the underlying zoning district CW City West for Principal Permitted uses, standards and regulations (Section 3.1.30)

C. Special Land Use (EXO overlay uses)

The following uses are permitted as part of an EXO Overlay subject to Section 3.33, Section 3.34, and Section 3.25: The supplemental conditions of Section 3.25 shall govern in the event of a conflict.

i. Exposition, conference, and convention facilities

The following uses, when part of a development that includes a use described in subsection C above:

ii. Indoor and outdoor recreational facilities
iii. Retail sale of products or services
iv. Onsite support retail uses
v. Outside exhibits, fairs, entertainment and festivals
vi. Surface parking lots

D. Development Standards

Lot Size

Minimum lot area: See section 3.25

Minimum lot width: Not specified

Lot Coverage

Maximum FAR: 0.5 FAR

Setbacks

Minimum front yard setback: 50 ft or height of building*

Minimum rear yard setback: 50 ft or height of building*

Minimum side yard setback: 50 ft or height of building*

Building Height

Maximum building height: 65 ft or 5 stories, whichever is less

Floor area

Minimum floor area: See Section 3.25

Parking setbacks

Minimum front yard setback: 20 ft

Minimum rear yard setback: 20 ft

Minimum side yard setback: 20 ft

Notes

For additions to the above requirements, refer to Section 3.6.2 Notes to District Standards: E, M, P, and Q

See Selected references below for applicability

*See section 3.25.2.F for further regulations

Selected references

3. Zoning Districts

- CW City West

- MDO Mixed-Use Development Option

- EXO Overlay District Requirements

Subsections 4-7. [unchanged]

Part XVI.

That the City of Novi Zoning Ordinance, as amended, Article 3, Zoning Districts, Section 3.25 EXO Exposition Overlay District required conditions, is hereby amended to read as follows:

Section 3.25 EXO Overlay district required conditions

1. EXO Overlay required conditions

A. [unchanged]

B. An EXO Overlay district shall satisfy all of the following in order to qualify for approval:

i.-iv. [unchanged]

v. The zoning classification of the entire EXO Overlay district shall be CW, City West district.

vi. [unchanged]

2. Supplemental Required Conditions for Overlay Uses. In the event of construction of building(s) for overlay uses permitted under Section 3.1.15.C, the following supplemental required conditions shall apply:

A.-K. [unchanged]

L. Approval Process

i. Approval of an EXO Overlay district shall require the approval of a Zoning Ordinance amendment to amend the Zoning Map by the City Council, in the exercise of its legislative discretion, following a public hearing held by, and receipt of a recommendation from, the Planning Commission. An applicant seeking approval of an EXO Overlay district rezoning shall submit a rezoning petition to the City. If approved, the amendment shall place, or overlay, the EXO Overlay district over the underlying CW or OST district relative to the property which is the subject of the amendment.

ii.-iii. [unchanged]

PART XVII. Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART XVIII. Savings Clause. The amendment of the Novi Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Novi Code of Ordinances set forth in this Ordinance.

PART XIX. Repealer. All other Ordinance or parts of Ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART XX. Effective Date: Publication. Public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City of Novi stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the City Clerk during the hours of 8:00 A.M. to 5:00 P.M., Local Time. The provisions of this Ordinance shall become effective seven (7) days after its publication.

MADE, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, ON THE 20th DAY OF MAY, 2024.

JUSTIN FISCHER, MAYOR

CORTNEY HANSON, CITY CLERK

Certificate of Adoption

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted at the regular meeting of the Novi City Council held on 20th day of May, 2024.

CORTNEY HANSON, CITY CLERK

Adopted: 05/20/2024
Published: 05/30/2024
Effective: 06/06/2024

Certificate of Clerk

I hereby certify that the foregoing ordinance was published by posting a copy thereof at each of the following times and places within the City of Novi, on the 21st day of May, 2024.

1. Novi City Hall 45175 Ten Mile Road

2. Novi Library 45255 Ten Mile Road

I do further certify that on the 30th day of May, 2024 said Ordinance Amendment 18.296 was published in brief in the Novi News, a newspaper published and circulated in said City.

CORTNEY HANSON, CITY CLERK

CITY WEST DESIGN GUIDE

City West Design Guide

A Design Guide to accompany sections 3.33 and 3.34 of the City of Novi Zoning Ordinance

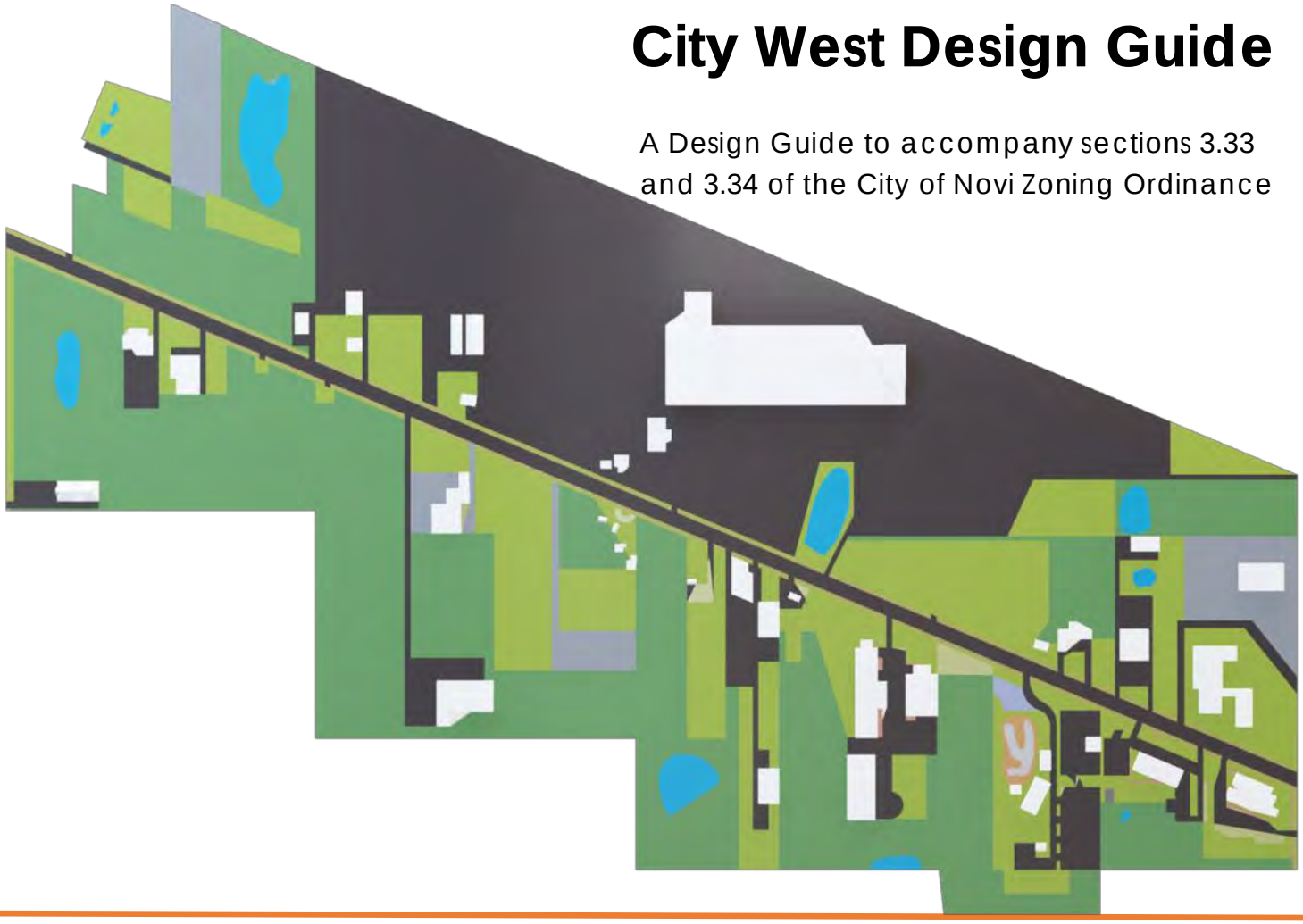


Table of Contents:

A. Executive Summary

B. Background & Existing Conditions

C. Vision and Guiding Principles

D. Form Based Design & Inspiration Images

E. Recommended Design Guidelines

A. Executive Summary

The City West Design Guide is meant to provide guidance and visual representation of the development standards for the City West District in addition to providing design features and concepts recommended to be included in development projects. The goal of the City West Design Guide is to facilitate development that includes high-quality project design and building materials and works to create a vibrant, people-oriented district in the City of Novi.

Figure A1: mixed-use development and streetscape in Fishers, Indiana

"This area offers the potential for the creation of a prominent new district combining entertainment, convention, commercial, office and residential uses in a cohesive, high-density, walkable pattern."

- 2016 Master Plan

Figure A2 (below): Fishers, Indiana mixed-use development; images of Indiana communities courtesy of Rowan Brady of Beckett and Raeder, Inc.

The guide includes images of developments from Novi and other communities, maps representing the current conditions of the City West area, and 3D models to illustrate standards of this district. Images and renderings are meant to serve as examples, while the Zoning Ordinance contains the actual development regulations, standards and procedures. Inspiration for the vision and guiding principles is based on the recommendations in the 2016 Master Plan and Grand River Corridor Study.

B. Background & Existing Conditions

B.1 — Land Use

- **Description of the District**
- **Natural Features**

B.2 — Public Facilities

- **Nonmotorized Infrastructure**
- **Transit**

B.3 — Zoning

B.4 — Utilities

B. Background & Existing Conditions

Figure B2 (above): *Aerial of the western portion of the City West North area , outlined in blue*

Figure B1 (below): *Aerial of both City West areas*

Figure B3 (above): *Aerial of the City West South area, outlined in green*

B. Background & Existing Conditions

B.1 — Land Use: Description of the District

The City West district is situated southeast of the intersection of Interstate 96 and Beck Road, bounded by I-96 to the north, Taft Road on the east, residential communities to the south, and Beck Road on the west. The historic Grand River Avenue corridor, running from downtown Detroit all the way to Lake Michigan on the west side of the state, bisects the City West area. In this area of the city, Grand River is an auto-centric five-lane major arterial with a speed limit of 50 miles per hour. A mix of older office, industrial and manufacturing buildings, and vacant properties are present on either side. These characteristics make the streetscape inhospitable for pedestrians and cyclists.

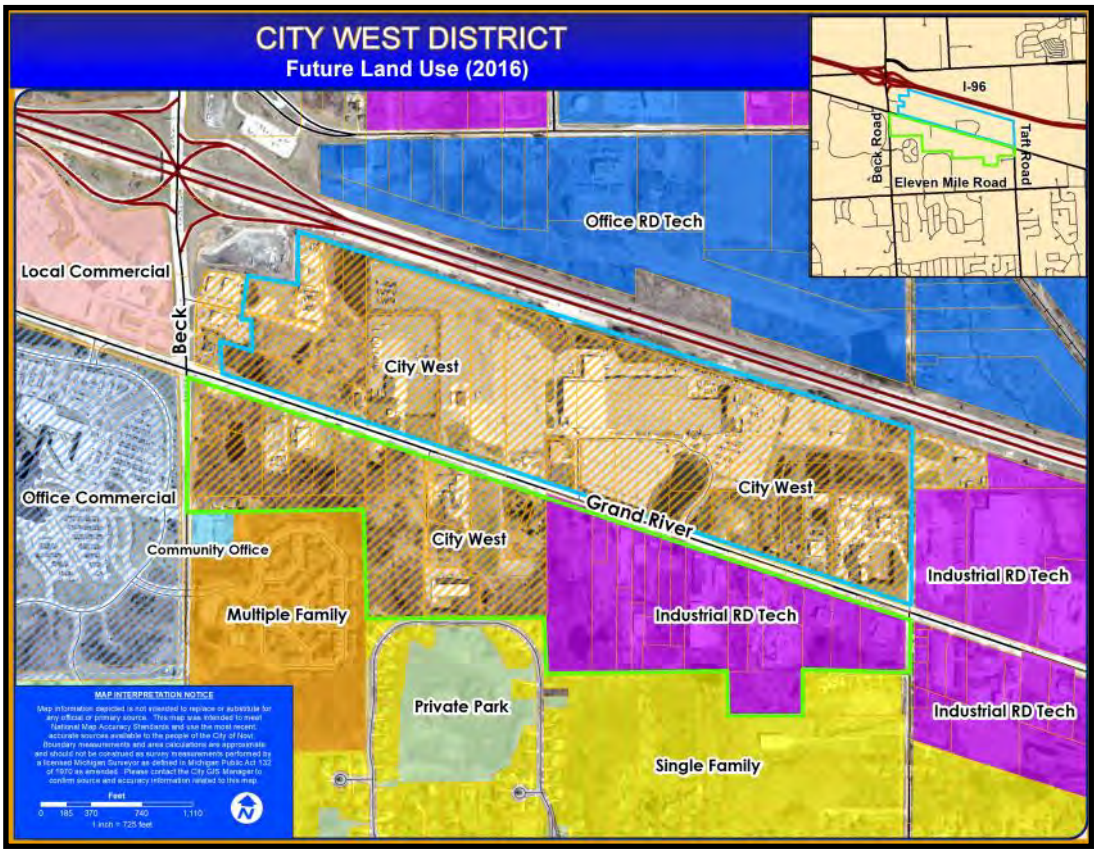


Figure B4: City West Future Land Use Map (2016)

Overall, the total land area included in the City West District is approximately 200 acres. Approximately 68.6 acres are vacant or a non-conforming residential use. Parcels developed with industrial uses that are not consistent with the desired future use for City West make up a total of about 55 acres. Destinations nearby in the corridor include Providence Park Hospital complex and Suburban Collection Showplace, which are significant economic drivers in Novi, providing jobs and bringing in visitors.

Figure B5: Providence Park Hospital;
Image source: Novi Chamber of Commerce

B. Background & Existing Conditions

B.1 — Land Use: Natural Features

A map of the natural features shows the presence of both woodlands and wetlands in the area. A significant amount of woodlands and wetlands are present in the City West South area, while there are just wetlands located in the City West North area.

The City West text allows for **up to 50 percent** of the required open space to consist of regulated woodlands and/or wetlands if they are permanently protected by conservation easements (3.33.H).

"Wherever natural open spaces shall be created or preserved, they shall be physically connected, when possible, to adjacent natural open space areas."

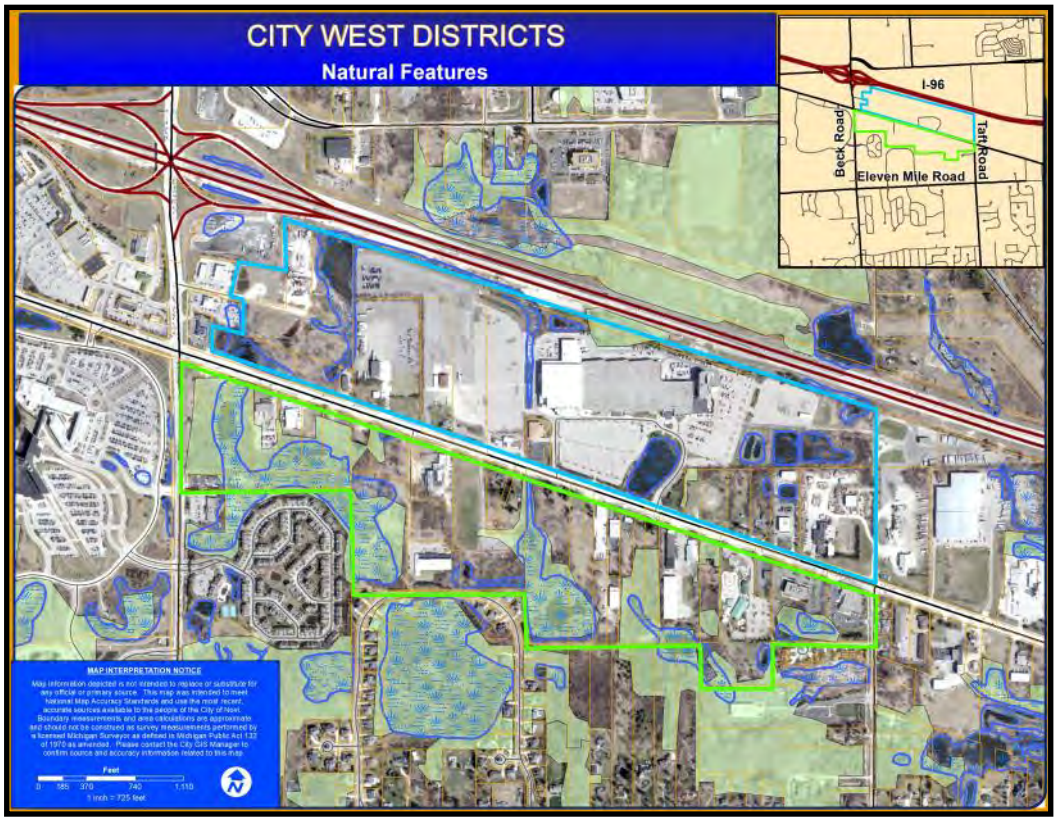


Figure B6: City West Natural Features Map, woodlands are denoted in light green while wetlands are colored in blue.

Figure B7: Aerial of City West facing east

The aerial to the left shows City West facing east down Grand River. Two large ponds (circled in yellow) are present on either side of Grand River, and the difference in woodland concentration between north and south is evident. Buffers and setbacks from natural features help preserve, protect, and maintain quality of woodlands, wetlands, and streams within the district.

B. Background & Existing Conditions

B.2 — Public Facilities: Nonmotorized Infrastructure

Public Facilities shown in Figure B8 to the right include the sidewalk inventory of the district — 8-foot sidewalks line both sides of Grand River from Taft to Beck Road. Other facilities of note include traffic signals and street lights, which both can be found at important intersections. Road crossing difficulty, discussed in the Active Mobility Plan, portrays Grand River as category E, the most difficult road category to cross due to road width and speed of traffic.

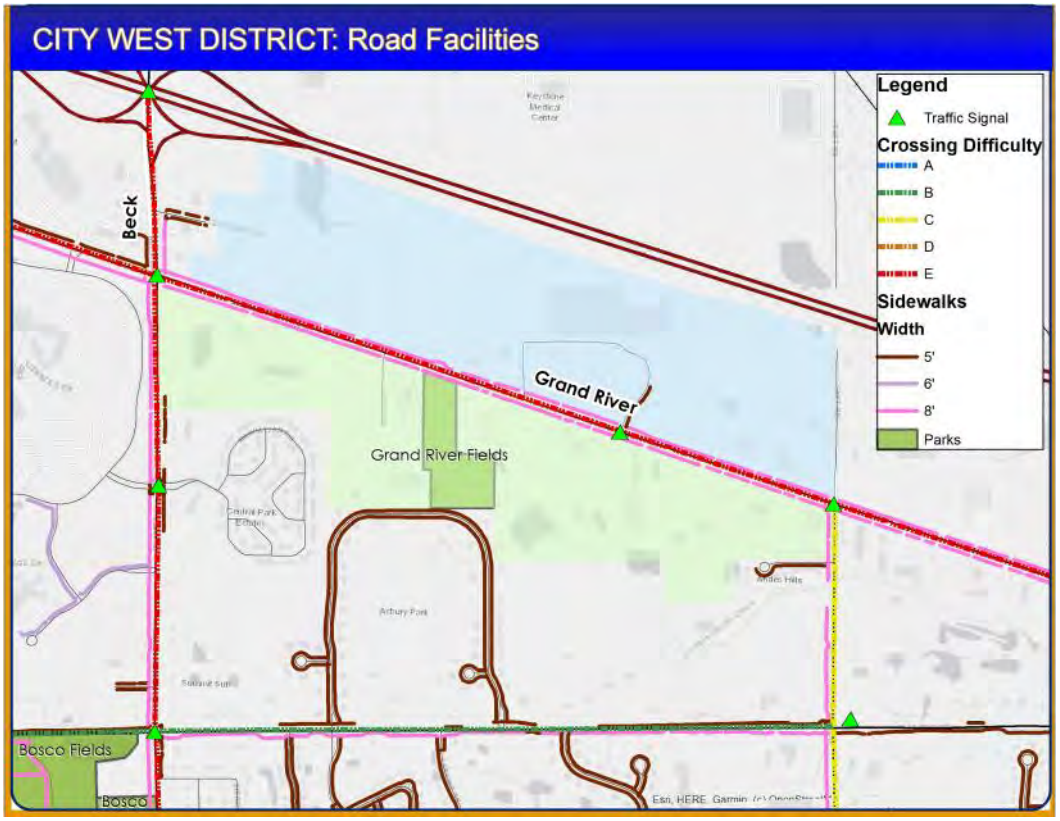


Figure B8: Roads and Sidewalk Facilities map

Beck Road runs north and south, connects with Grand River, and is identified as a major non-motorized corridor in the City of Novi Active Mobility Plan. The ITC Trail, depicted below, is a regional trail connection crossing Grand River at Beck Road. The Providence Park hospital campus has expanded their trail network, and connects with the ITC Trail.

Figure B9: the ITC Trail is a prime example of non-motorized infrastructure in the City of Novi

B. Background & Existing Conditions

B.2 — Public Facilities : Transit

Another form of public facility that is new to the City of Novi is transit. SMART has extended its service into Novi and Wixom to the west, with one route (Route 305) running directly through City West and another running nearby (Route 740). Figure B10 below shows the stops along Grand River of Route 305 within and just outside of City West

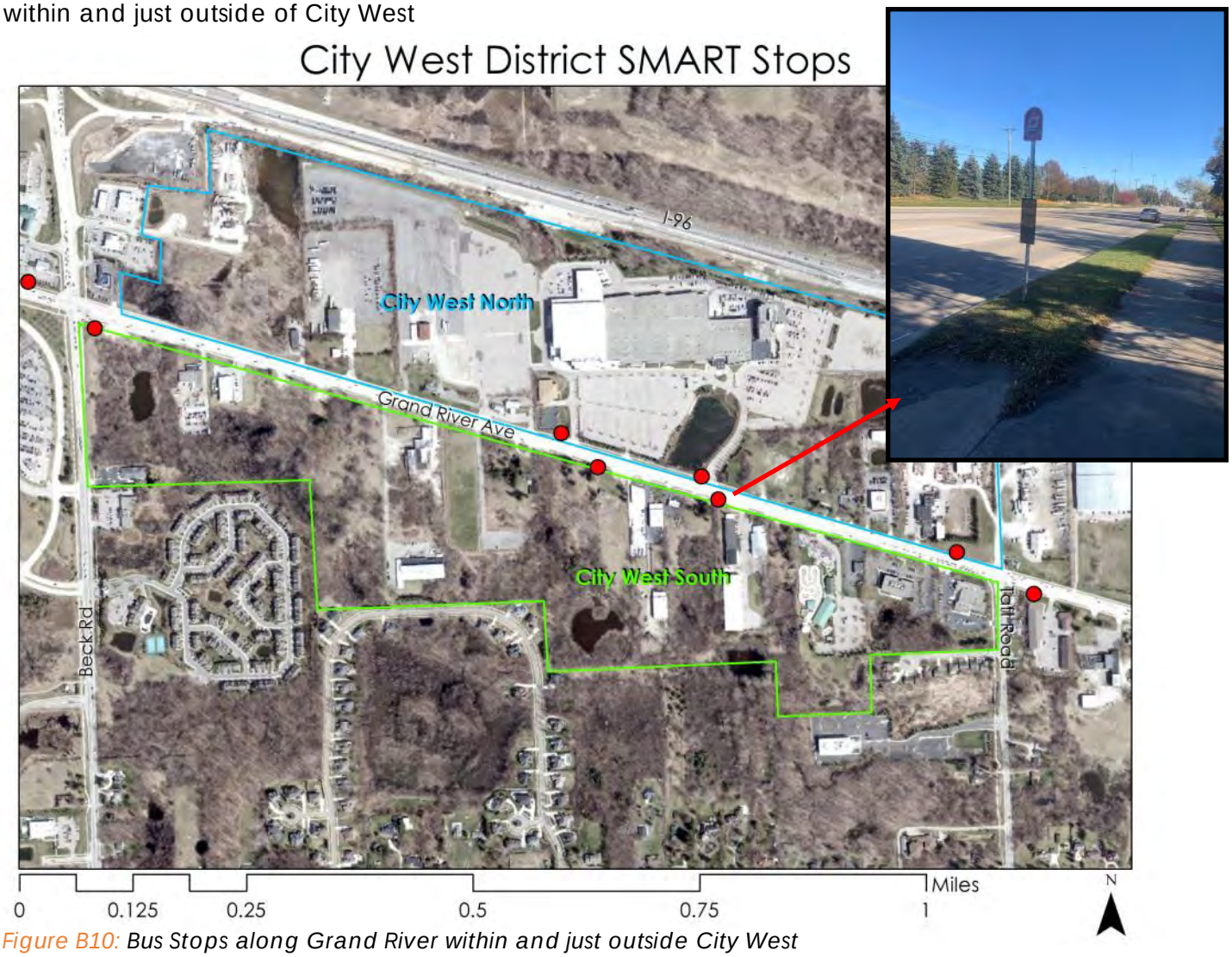
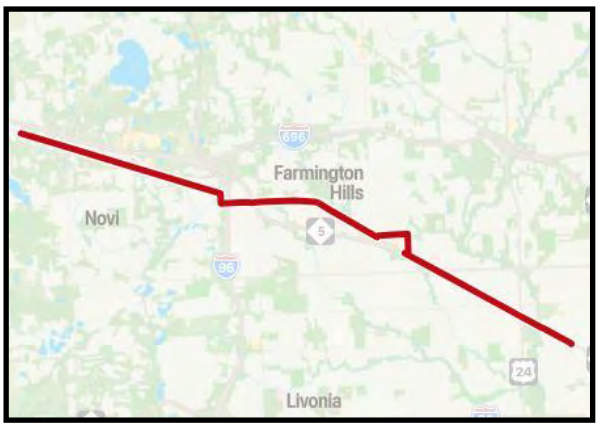


Figure B10: Bus Stops along Grand River within and just outside City West



Transit-Oriented Development (TOD): The inclusion of bus traffic presents an opportunity to encourage development along the bus route through City West, where residents or visitors can easily reach other destinations within Novi or outside of the City without a car. Route 305, as seen to the left, runs from the Meijer in Wixom to the Meijer in Old Redford, with stops along Grand River roughly every half-mile including Novi Town Center, downtown Farmington, and other grocery, dining, and shopping opportunities.

Figure B11: SMART Route 305, courtesy of Apple Maps

B. Background & Existing Conditions

B.3 — Zoning

The current zoning of the City West area includes six different classifications. Approximately 140 acres are north of Grand River Avenue with 17 parcels included. The majority of the area, 124.96 acres, is currently zoned OST - Office Service Technology. The EXO Exposition Overlay District applies to a 55-acre portion of the Suburban Collection Showplace property. Approximately 10.05 acres are zoned I-1 Light Industrial. To the south of Grand River Avenue, the City West area includes 34 parcels totaling 113.48 acres. The current zoning of the majority of the area is I-1 Light Industrial.

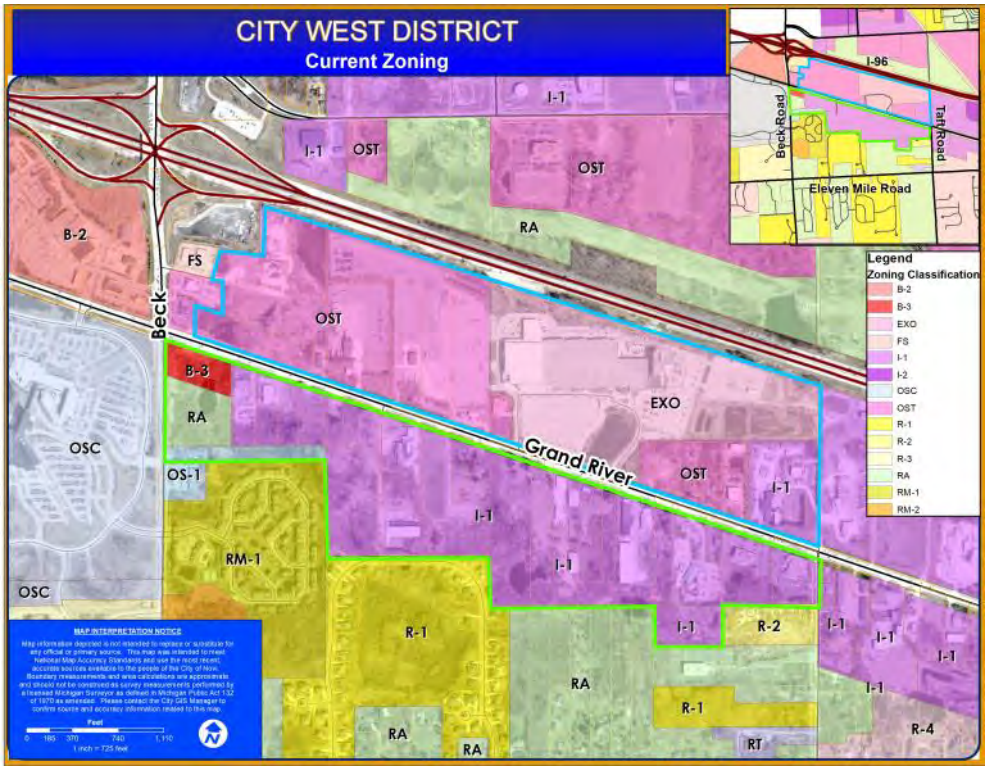


Figure B12: Current Zoning Map of the City West area

One area located at the southeast corner of the intersection of Beck Road and Grand River Avenue is zoned B-3. Fronting on Beck Road, one 6.4 acre area is zoned RA Residential Acreage, and a 3.4 acre parcel is zoned OS-1 Office Service.

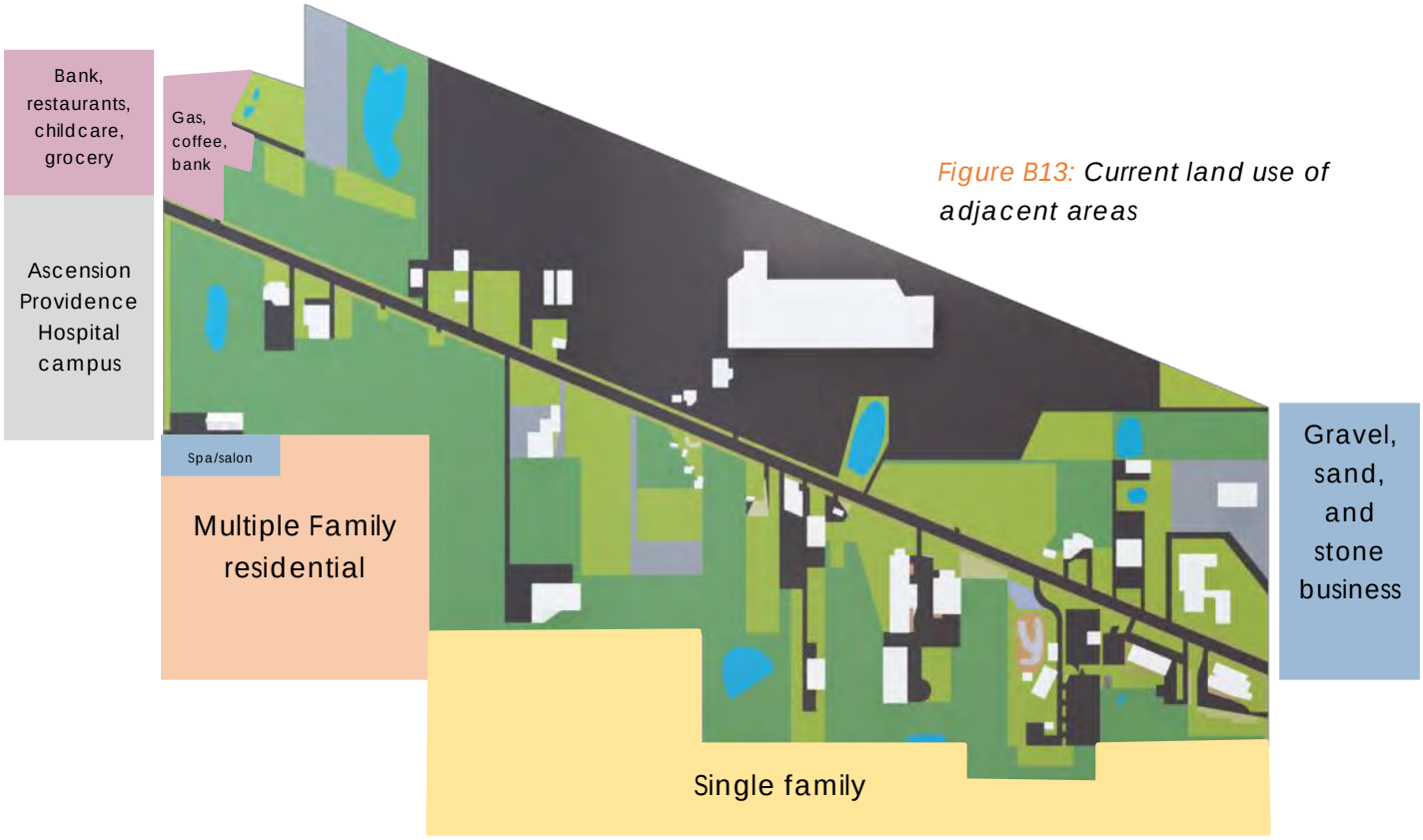


Figure B13: Current land use of adjacent areas

B. Background & Existing Conditions

B.4 — Utilities

Development in the City West area will depend on both existing and future utility infrastructure to serve the needs of residents and businesses. Some sanitary sewer improvements will need to be made before all of the area is developed. Figure B14 below shows the sanitary districts and the locations of the current sanitary gravity mains. Developers may need to extend services to develop certain parcels.

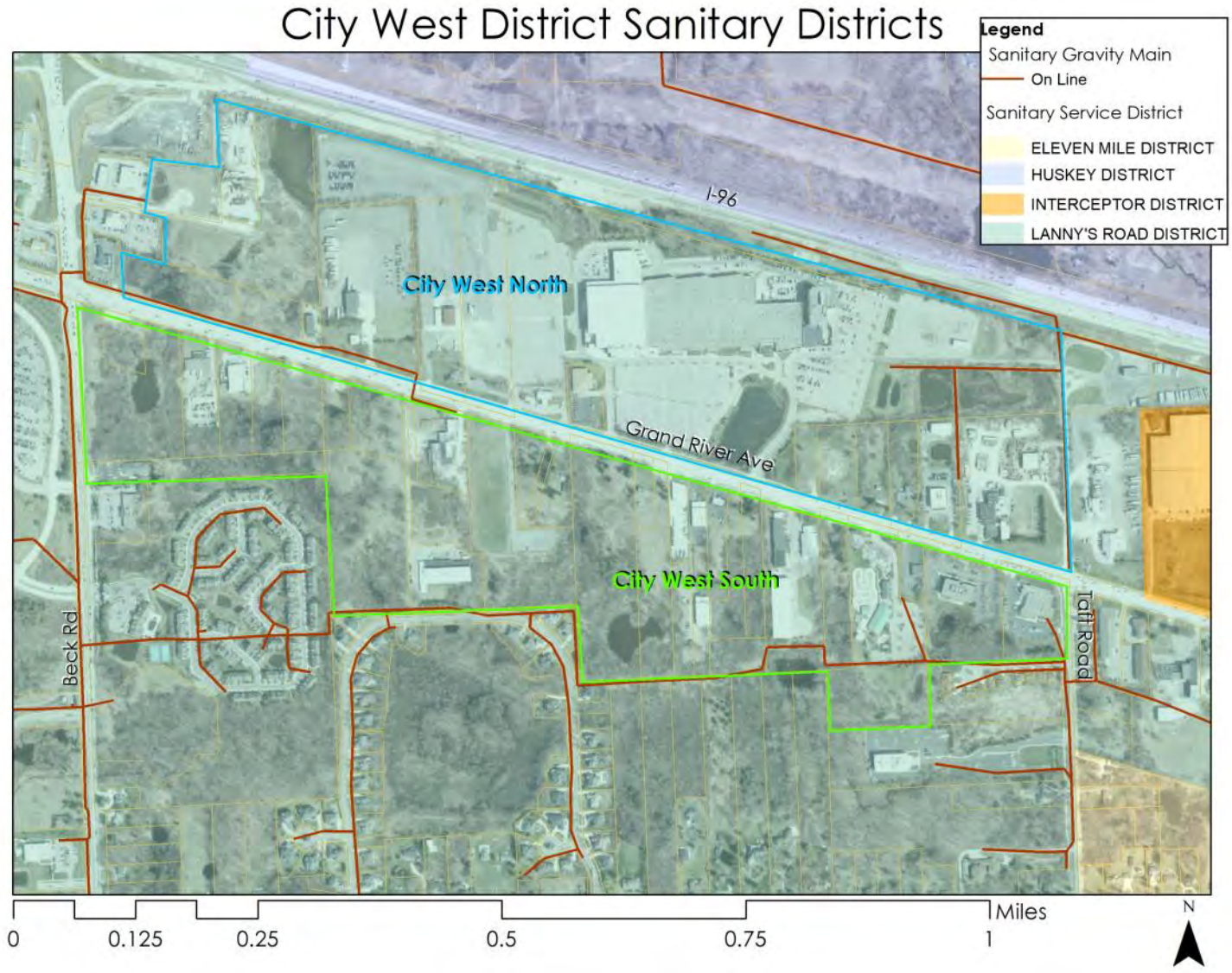


Figure B14: sanitary service districts and sanitary gravity main locations in City West

B.4 — Utilities

Regional or shared detention basins between developments, in addition to underground detention basins, are encouraged to help consolidate properties and facilitate denser development. Figure B15 below shows the drainage districts in City West and their respective status. Properties in City West are all located within one of four regional detention districts — the North Novi District and Bosco District, which are proposed but not built, and the Taft Road District and Grand River District, which both have existing regional detention. Developers will need to confirm if capacity exists to utilize these basins, and comply with all current Stormwater Standards.

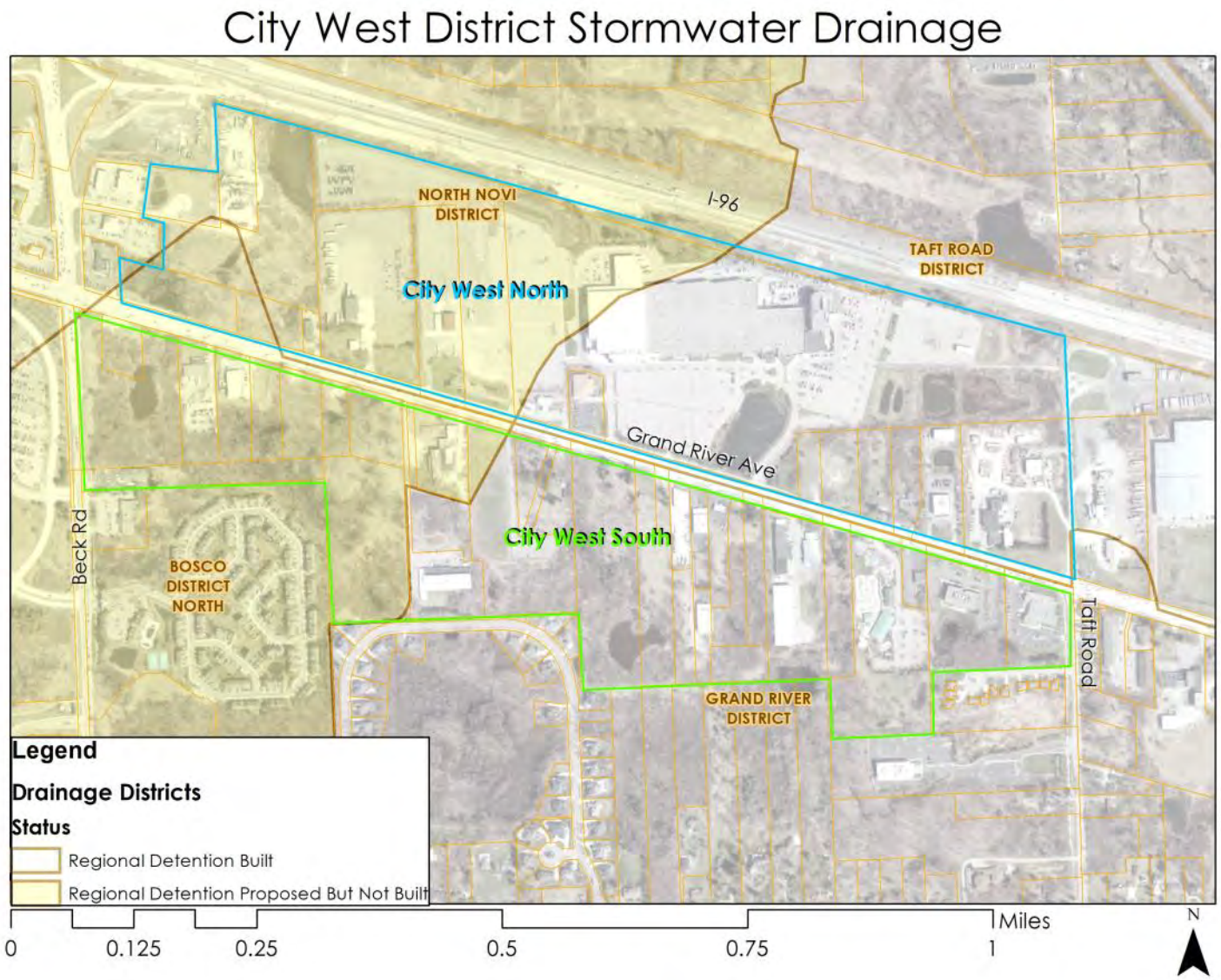


Figure B15: Drainage districts and their status in City West

B.4 — Utilities

Figure B16 below shows current infrastructure for water service in the City West area. All of City West is located within the intermediate water pressure district. There is water provided on both the north and south sides of Grand River.

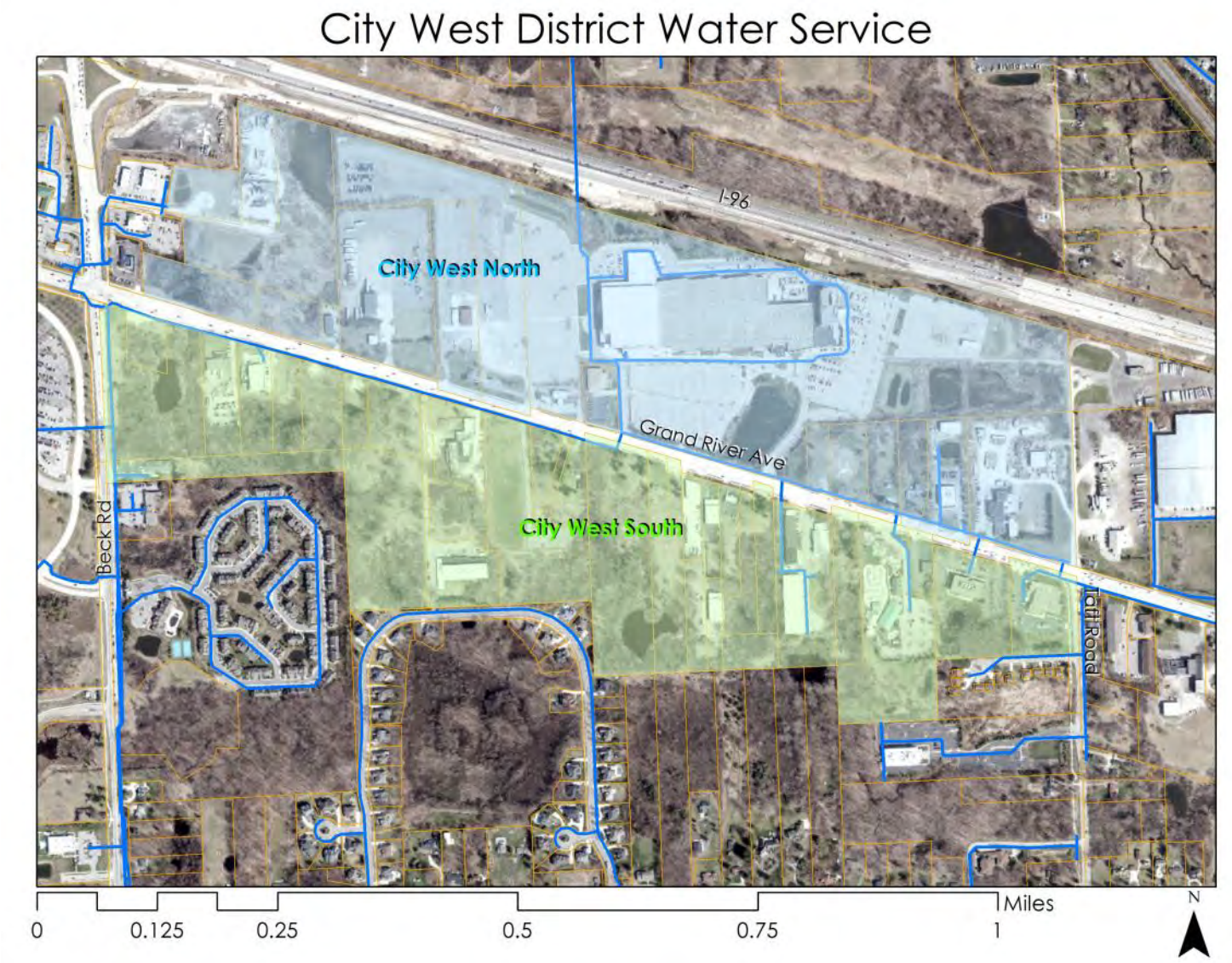


Figure B16: Water main locations in City West

C. Vision and Guiding Principles

C.1 General Vision

C.2 Horizontal Mixed Use

C.3 Pedestrian Focus — Street Design

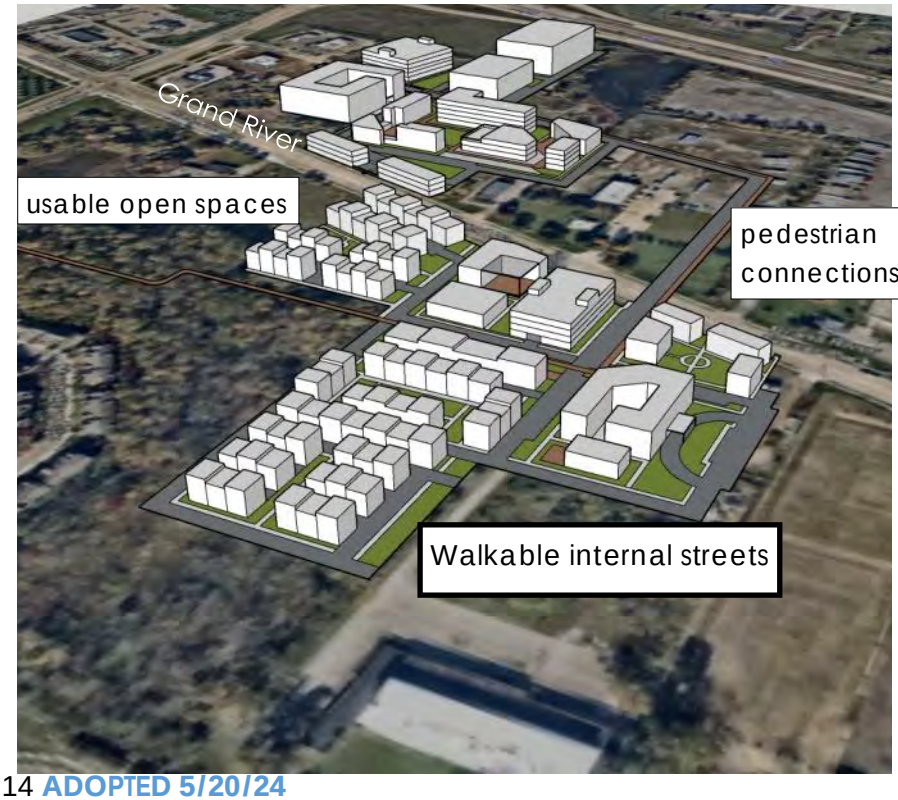
C. Vision and Guiding Principles

C.1 — General Vision

Figures C1 and C2 below illustrate the vision for City West in terms of building form north and south of Grand River — taller buildings in the City West North area, especially closer to I-96, and scaled down heights in the City West South area. Shared access and parking, public gathering spaces, pedestrian and vehicle connectively, and preservation of important natural features are also depicted.

Parking lots are located in the side and back of buildings with the intent of framing both Grand River and the collector streets with buildings.

Models within the Design Guide are purely conceptual and do not assume any changes to existing standards



Figures C1 (above) and C2 (left): aerial views of a part of City West with 3D model example developments overlayed. Additional development anticipated on other parcels.

It is strongly encouraged that internal access drive networks shall be established and utilized as local streets which are to be privately owned and maintained.

Buildings are to be oriented towards the primary pedestrian street

C. Vision and Guiding Principles

C.1 — General Vision

Excerpt from the 2016 Master Plan Update describing City West:

The district is envisioned as a distinct neighborhood as well as a complement to major nearby uses such as the Suburban Collection Showplace and the hospital….Creating a vibrant restaurant and entertainment scene that spills into outdoor patios and open spaces is a major goal of this redevelopment strategy.

Figure C4 (above): rendering (by Gensler) of an outdoor gathering space at San Pedro Plaza, Los Angeles.

City West District developments are expected to be designed with pedestrians in mind. Walkable connections between businesses, residences, and entertainment options should provide people with the ability to interact with one another in public areas such as the photos shown to the left and below. The images included on this page provide examples of the kind of public gathering spaces and density that is meant to take place in the City West District.

Figure C3 (below): outdoor dining in front of a vertical mixed-use development. Photo courtesy of Bethesda Magazine

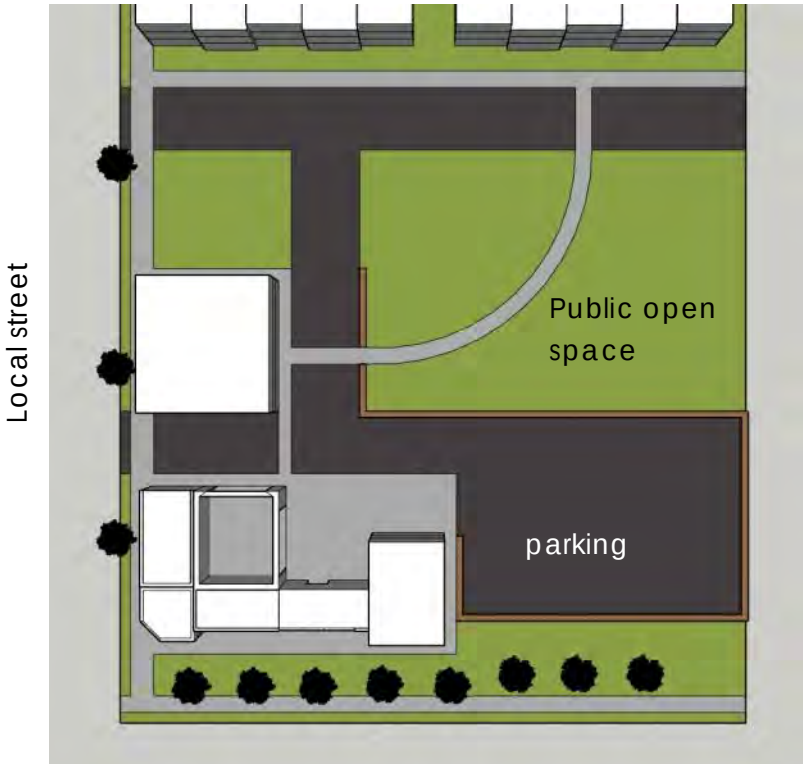
Figure C5 (left): lighting and pedestrian activity at night at The BLVD in Lancaster County, California. Photo courtesy of the Congress for New Urbanism

C.2 — Horizontal Mixed Use

Horizontal mixed-use refers to developments where the site contains separate residential and non-residential buildings, as opposed to vertical mixed-use, where multiple uses are integrated into a single building. Both types of mixed-use developments are encouraged and permitted in the City West District.

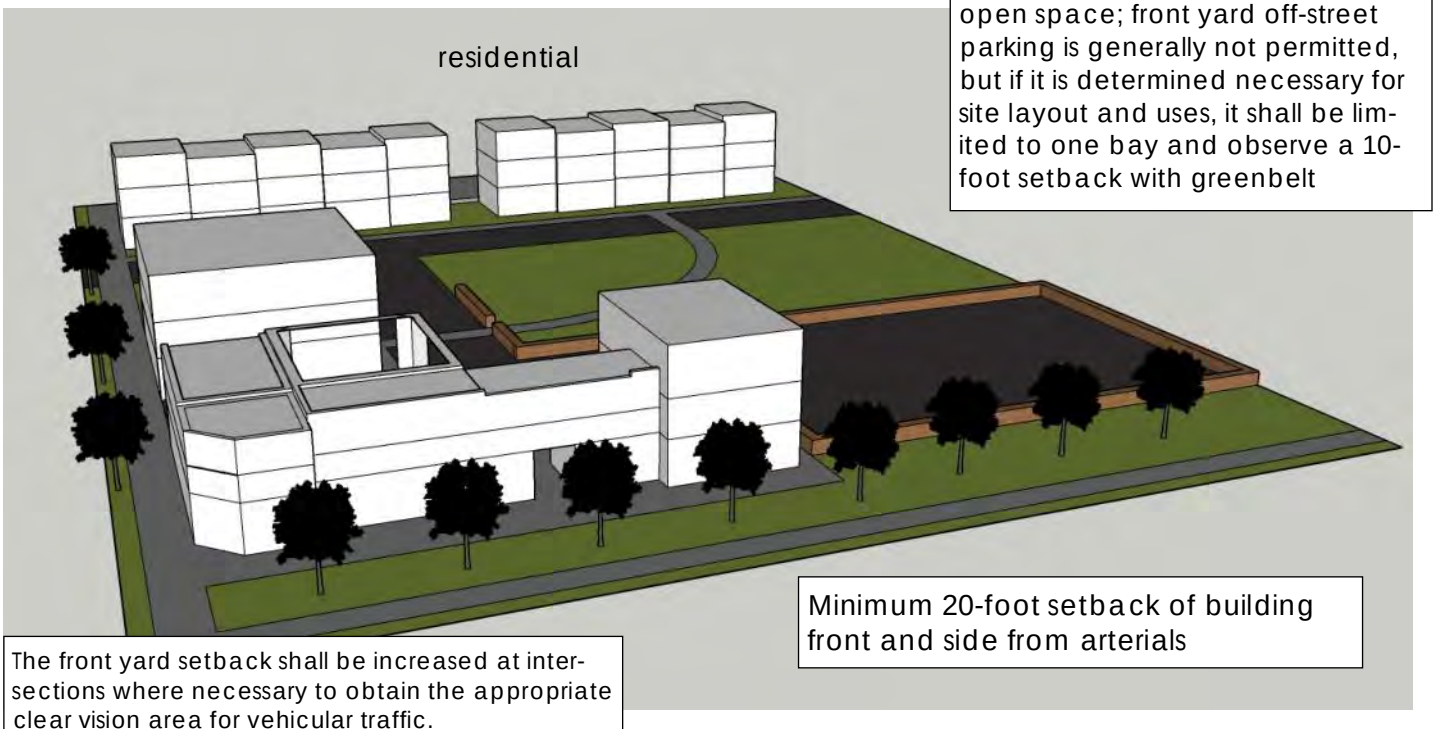
For the Mixed-Use Development Option (MDO), the development must have at least 300 feet in public road frontage

Maximum building setbacks of 20 feet from nonresidential collectors and local streets are meant to create a building presence along the street connected by sidewalks. **Setbacks are measured from the future Right of Way.**



Major arterial (Grand River, Beck, or Taft)

Figures C6 (top) and C7 (bottom): plan views of example horizontal mixed-use model



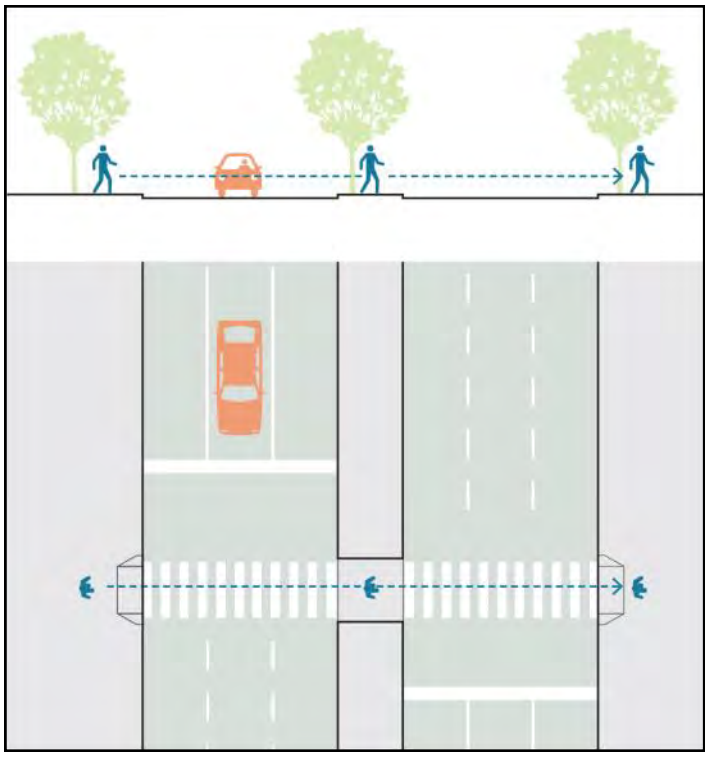
C.3 — Pedestrian Focus - Street Design

The City of Novi is committed to take part in capital projects that result in traffic-calming and a more pedestrian-oriented streetscape. Nonmotorized transportation infrastructure remains an important part in the City's goals. As it currently stands, Grand River Avenue consists of high volumes of fast-moving traffic that is not conducive to people on foot or on bike.

The diagram on the right portrays a midblock crossing and pedestrian refuge that allows for the crossing of a road like Grand River. These kinds of measures increase the ease and safety of crossing busy thoroughfares.

Sidewalks with a minimum of 6 feet are required abutting any street or internal road. Along major thoroughfares sidewalks shall be 8 to 10 feet.

Figure C8: Diagram of a midblock crossing; image courtesy of the Global Designing Cities Initiative



It is intended the internal street network and local roads created would be designed to focus pedestrian activity **off** Grand River. However, it will be necessary to provide additional connections between the north and south sides of the district. The conceptual design of Grand River shown below in Figure C9 shows an example for pedestrian-oriented changes on Grand River.

Figure C9: new design of a section of Grand River Avenue in the City of Detroit

C. Vision and Guiding Principles

C.3 — Pedestrian Focus - Street Design

Changes to and along Grand River Avenue are expected to align with the development of this denser, pedestrian-focused corridor. To connect the north and south sides of Grand River, options include implementing an at-grade crosswalk with a traffic light or the construction of a pedestrian bridge as seen in Figure C10 below. Further research into feasibility will be required. Grants for funding these alternative transportation infrastructure projects should also be explored.

Figure C10: Pedestrian bridge with accessible switchback ramps in Columbia Heights, Minnesota. Photo courtesy of C.S. McCrossan

Another change to Grand River Avenue is the addition of bus traffic, with two SMART routes extending into Novi, one of which runs directly through the City West district along Grand River. See page 7 for bus stop locations and route details.

The City will have to work with SMART on determining where improved bus stop infrastructure should be implemented. Bus shelters like the one seen on the right are an opportunity to incorporate details unique to Novi and City West.

Figure C11: Bus shelter in Houston, courtesy of ricedesignalliance.org

D. Form Based Design/Inspiration Images

D.1 Townhouses, Apartment Dwelling Development and Multifamily Housing

D.2 Building Density and Intensity

D.3 Density Transition from Residential Districts

D.4 Lighting

D.5 Inspiration Images

D. Form Based Design/Inspiration Images

D.1 — Townhouses, Apartment Dwelling Development and Multifamily Housing

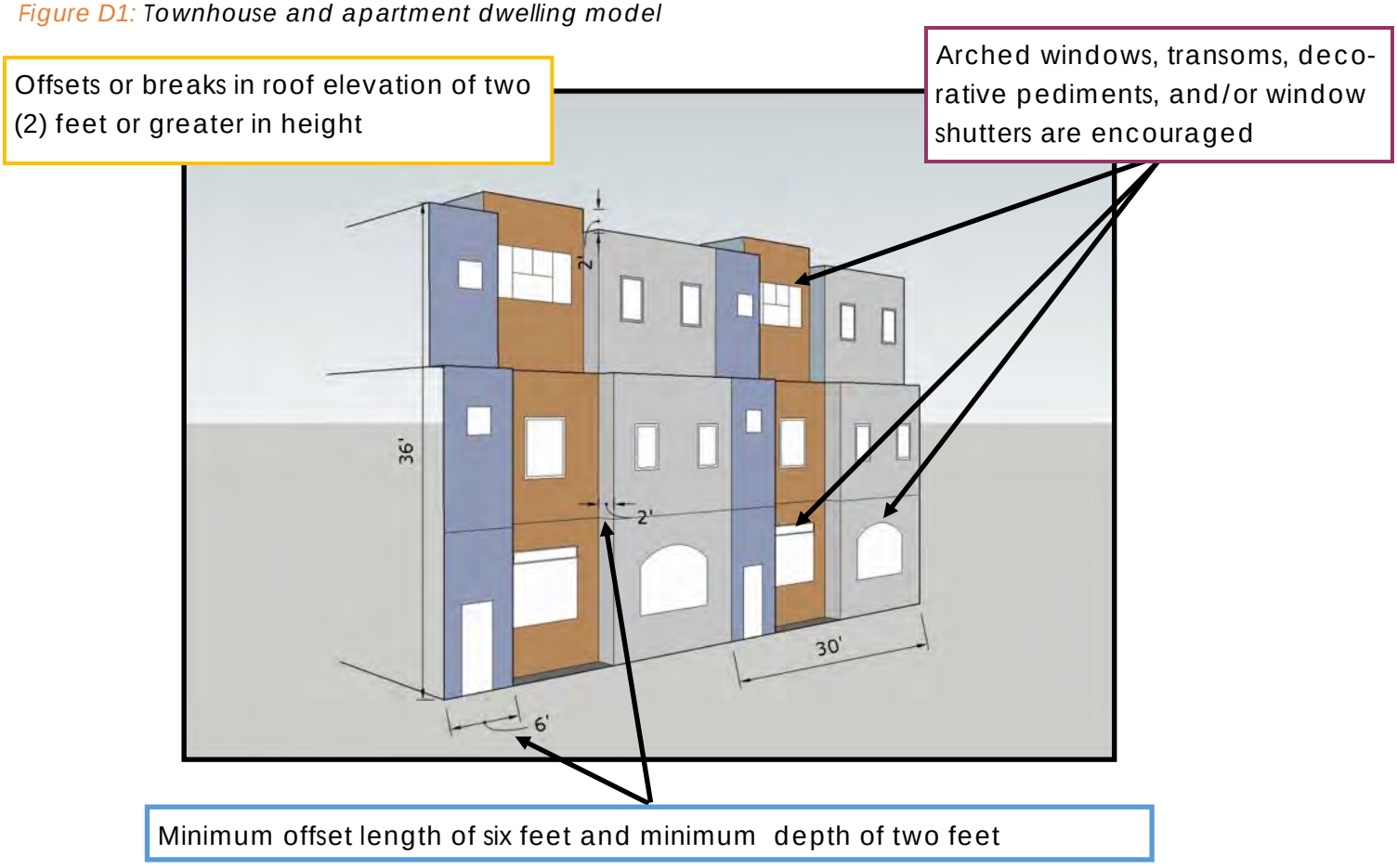
The following text and accompanying images provide guidelines to the development of townhouses, apartment dwellings, and multifamily housing in the MDO.

Wall offsets: A wall offset is defined as a projection or recess of a façade wall of at least two (2) feet in depth. Wall offsets should be incorporated onto those building facades having a length of 40 feet or greater. Wall offsets should be a minimum of six (6) feet in length

Varying roof lines and forms: Offsets or breaks in roof elevations of two (2) feet or greater in height. Incorporate roof pitch and materials of adjacent buildings into carport or garage roofs.

Windows: Decorative window features, such as arched windows, transoms, decorative pediments, and/or window shutters that are sized appropriately and proportionally to the window are encouraged on those facades fronting on streets. The use of recessed windows, moldings, decorative trim and wood frames to add three-dimensional quality and shadow lines to the façade.

Figure D1: Townhouse and apartment dwelling model



D. Form Based Design/Inspiration Images

D.1 — Townhouses, Apartment Dwelling Development and Multifamily Housing

Images on this page are apartments in Exton, PA, a suburb of Philadelphia. Nearby uses include retail and commercial.

Standalone residential uses can be built under the MDO so long as nonresidential uses are within 300 feet, and connections to those uses are made.

Figure D2: Apartments in Exton, PA; courtesy of Ashbridge Apartments Facebook page

Figure D3: Amenities at Exton, PA apartments; courtesy of Ashbridge Apartments Facebook page

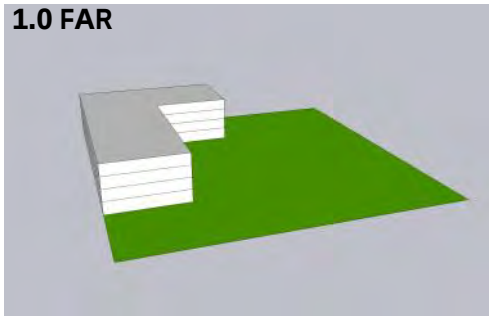
D. Form Based Design/Inspiration Images

D.2 — Building Density and Intensity

One of the key incentives for utilizing the MDO in the City West District is to permit greater density/ intensity. Consult table 3.34.5.D in the City West District text for greater detail. Without the MDO, the maximum Floor Area Ratio in City West is **0.275**. Under the MDO, the density of the net site area for single-use buildings is a maximum FAR of 2.0 in the City West North area and 1.0 in the City West South area. For mixed-use buildings, the maximum FAR is 2.5 for the north area and 1.5 for the south.

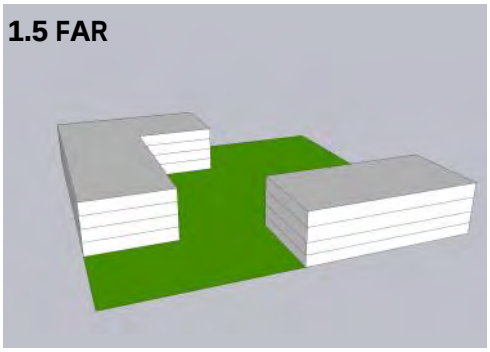
Figure D4: FAR Models depicting potential density available

Single-use buildings in City West South Area →



Four-story building covering a quarter of an acre

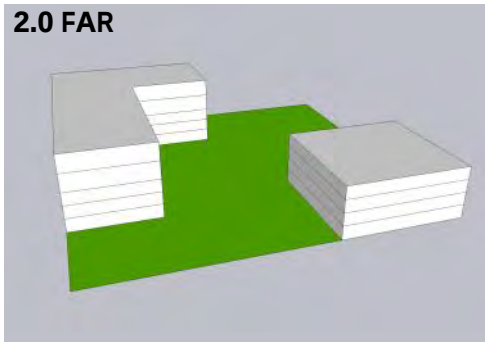
Mixed-use buildings in City West South Area →



Two four-story buildings, one covering a quarter of an acre and the other covering one eighth of an acre

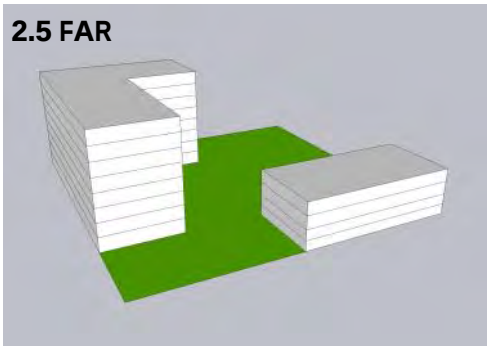
Note that other conditions such as height, parking and open space preservation must be met and may not be accurately portrayed by these massing models

Single-use buildings in City West North Area →



One six-story building covering a quarter of an acre and one four-story building covering an eighth of an acre

Mixed-use buildings in City West North Area →



One eight-story building covering a quarter of an acre and a four-story building covering an eighth of an acre

D. Form Based Design/Inspiration Images

D.2 — Building Density and Intensity

The following table is from the City West Mixed Development Option text and refers to the density of development in the district in terms of dwelling units per acre.

3.34.5.D Development Density/Intensity – Based on Net Site Area			
	Residential Only	Mixed-Use Developments	Mixed-Use Developments
Maximum Density[1]		Single Use Building	Multi-Use Building
City West North area	20 du/ac	25 du/ac	30 du/ac
City West South area	10 du/ac	15 du/ac	20 du/ac

[1]For all development, density/intensity shall be calculated for the net site area of the development

Haggerty Center/The Liv in Livonia is an example of horizontal mixed-use that includes retail/restaurant and single-use residential buildings on the site. The site has a density of 27.4 du/ac

Figure D5: Aerial of Haggerty Center/The Liv

Main Street Village in Novi is an example of a site with a density of 15.26 du/ac. Developments with this density—if incorporated with a nonresidential use on the site—would be permitted in the City West South area

Figure D6: Main Street Village in Novi

D. Form Based Design/Inspiration Images

D.2 — Building Density and Intensity

The following images show other real-world examples portraying what certain density can look like. Refer to table 3.34.5.D to see the required conditions for differing levels of density.

Figure D7 (right): Rendering of The Griffin Novi, by Singh Development

The two renderings shown here are proposed developments in Novi—the Griffin Novi (top) and the Bond (bottom). The Griffin will have a density of 23.6 du/ac while the Bond will have a density of 32.5 du/ac.

A residential-only site in the City West North area or a mixed-use site with multi-use buildings in the City West South area permits a maximum 20 du/ac, slightly less than that of The Griffin.

A mixed-use site with multi-use buildings in City West North permits about 30 du/ac, which would allow for a project such as The Bond.

Figure D8 (above): Rendering of The Bond, Humphreys & Partners Architects

Figure D9 (right): Aerial of Huntley Manor Apartments in Novi. Huntley Manor has an overall density of 7.6 du/ac, which would be permitted in the City West South area in a residential-only site.

NOTE: The minimum acreage for an MDO project is 5 acres, unless otherwise approved by City Council

D. Form Based Design/Inspiration Images

D.3 — Density Transition from Residential Districts

The City West District, while intended to be one of the most high-density districts in the City, shall provide a more moderate transition where it abuts Single-Family Residential Districts in City West South as portrayed in Figure D10 below.

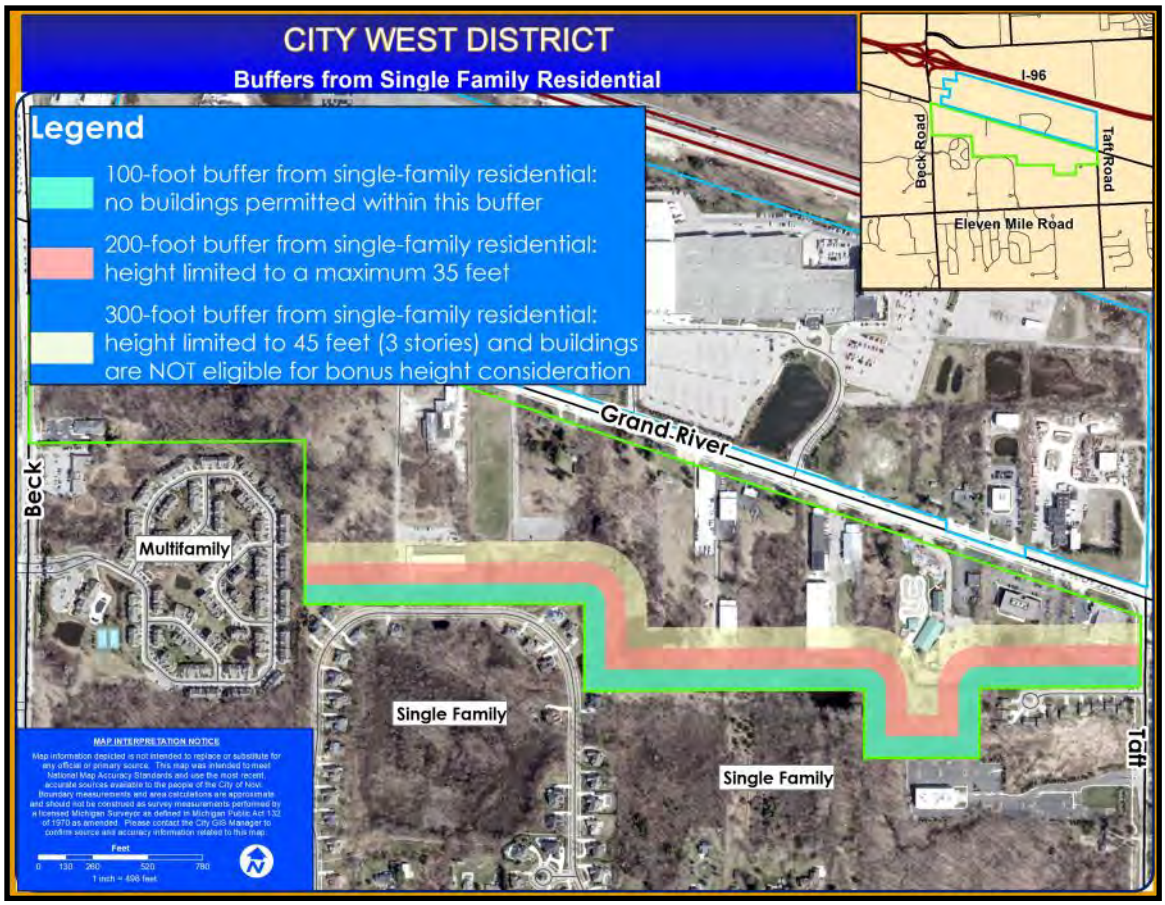


Figure D10: map of buffers from residential districts and associated conditions in City West

Figure D11: Main Street Village, pictured to the right, is an example of low-rise multi-family that could be built between 100 and 200 feet away from single family residential

D. Form Based Design/Inspiration Images

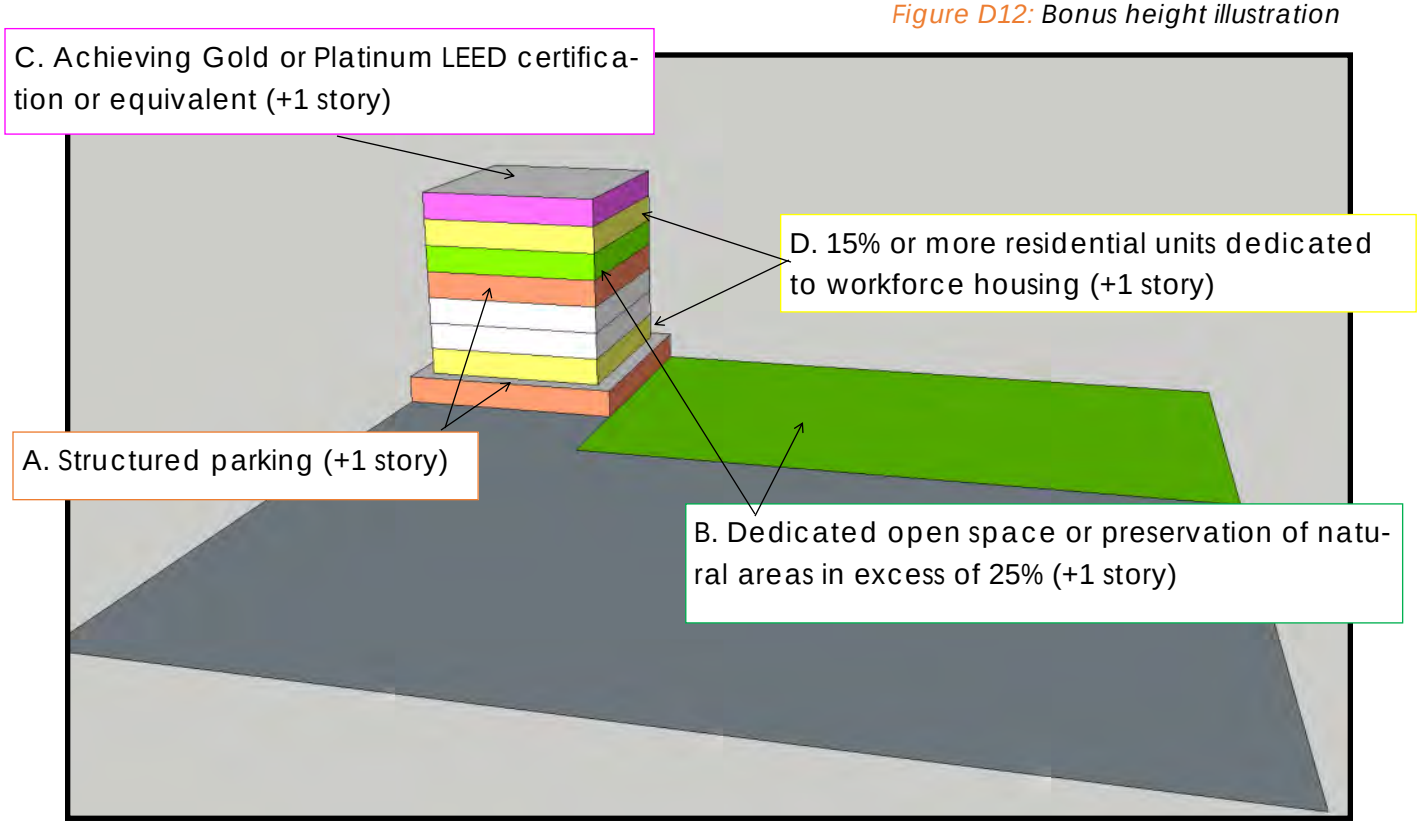
D.4 — Bonus Height

Within the City West District the minimum building height is 2 stories and the maximum building height is 3 stories. With the Mixed Use Development Option, the maximum height for City West North is 5 stories and the maximum height for the City West South area is 4 stories, but that **may be exceeded if bonus height conditions are met.**

Maximum building height in the north area may not exceed 115 feet or 8 stories, whichever is less, and in the south area no building shall exceed 55 feet or 4 stories, whichever is less.

The following model in Figure D12 shows examples of how to achieve greater building height through qualifying for the bonus height conditions as described in 3.34.5.B.

Figure D12: Bonus height illustration



A. Underground *or* structured parking (up to 2 additional floors—1 story per 125 spaces)

B. Providing 25% of the total site area as open space; the image above shows the open space consolidated in one location but this does not have to be the case

C. Applicants shall provide a narrative explaining how sustainability elements have been incorporated and quantify the impacts of those strategies

D. As described in section 3.34.5.B; the illustration above shows a floor dedicated to workforce housing in yellow and an additional floor in yellow depicting the bonus story granted for satisfying this condition

D. Form Based Design/Inspiration Images

D.4 — Bonus Height

Figure D13 below shows minimum and maximum heights allowed in City West.

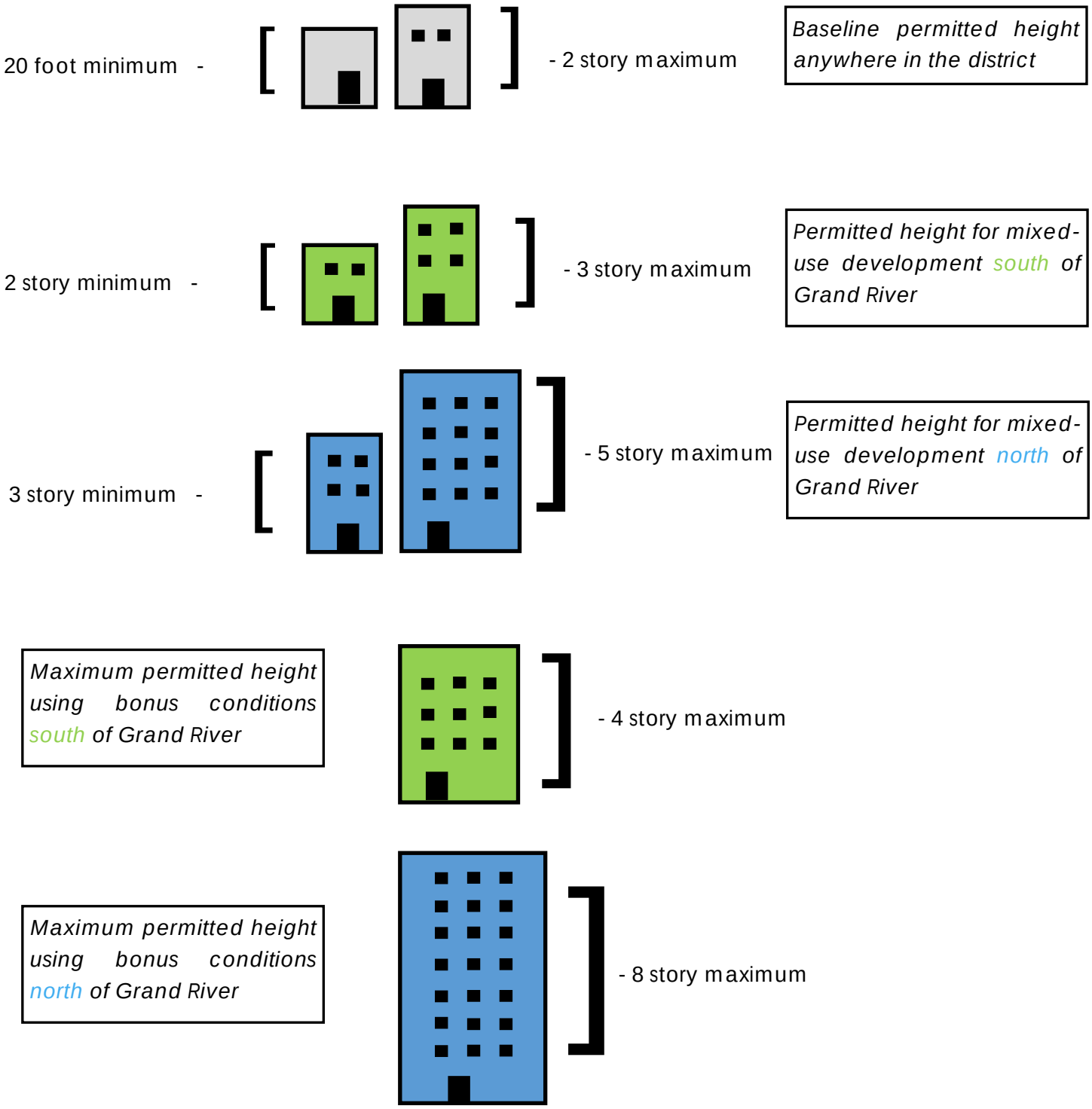
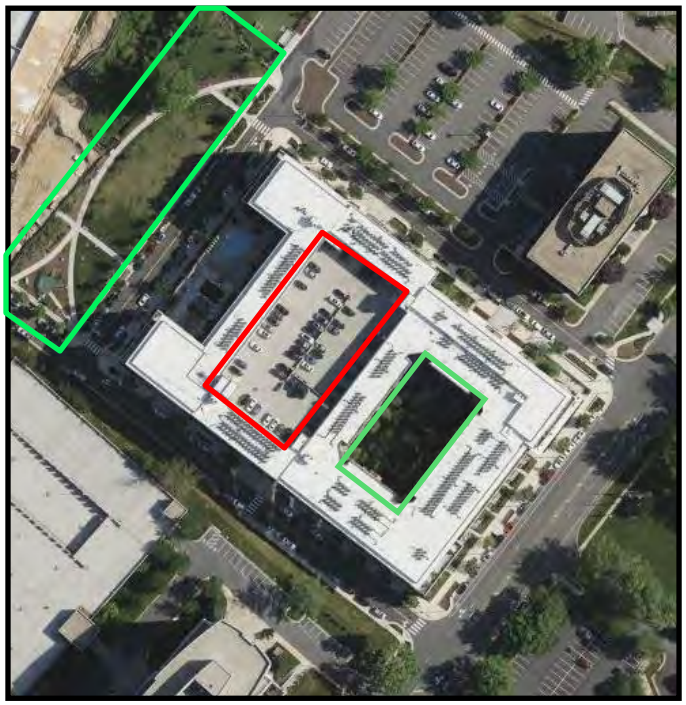


Figure D13: guide to allowable heights in City West

D. Form Based Design/Inspiration Images

D.4 — Bonus Height

Below are images of Highgate apartments, a residential building in Tysons, Virginia, a suburb of Washington, D.C. Structured parking is provided for residents with the entrance located on the ground floor. This is an example of a way for additional height to be granted through the bonus conditions as described in the City West Ordinance. Figure D14 shows an aerial of the apartment complex and the parking structure surrounded by the building. Figure D15 shows the street entrance to the garage and highlights the additional story granted from the inclusion of structured parking. Another way to earn bonus height is open space or preservation of natural areas in excess of 25%.



Allowing taller buildings can reduce the footprint and permit greater preservation of natural features and open space

Figure D14 (left): Aerial of Highgate Apartments in Tysons, VA with parking and open space highlighted.

The structured parking on the ground floor and the additional height granted via bonus height are highlighted in the image to the right

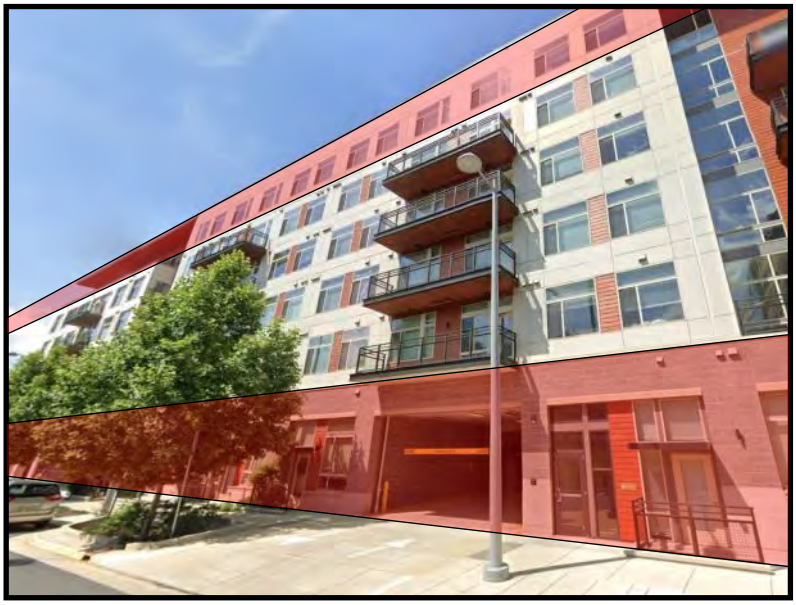


Figure D15: Street view of Highgate Apartments with structured parking entrance highlighted.

D. Form Based Design/Inspiration Images

D.4 — Bonus Height

Achieving gold or platinum LEED Certification or the equivalent can be done in many ways. The provision and use of energy and water efficient design, water conservation, reuse and preservation of resources, and sustainable lifestyle solutions are encouraged to be put into practice through this bonus height consideration. Visit the LEED Certification Levels web page to learn more.

Figure D16: Green infrastructure included in the streetscape; source: deeproot.com

Figure D17: Electric vehicle charging stations at the Novi Public Library; see subsection 5.2.15 for details on EV charging stations

Figure D18: Solar arrays built in parking lots on Michigan State University's campus

The images on this page are examples of sustainable components that can be incorporated in site planning. These components are integrated into a site in parking lots or landscaping areas.

D. Form Based Design/Inspiration Images

D.5 — Inspiration Images

The following images are from peer communities or within the City of Novi itself. They contain certain details that could be included in City West developments.

Figure D19 (above): Orenco Station neighborhood in Hillsboro, Oregon

D20 (left): Multi-family development in Carmel, Indiana

The landscaping and seating in the image to the right is an example of a public space being made available for nearby residents and visitors to meet. Civita Park also provides interactive fountains and play structures for children, sport courts, picnic areas, community gardens and native plantings.

Figure D21: Public seating and shade structure in San Diego, CA

D. Form Based Design/Inspiration Images

D.5 — Inspiration Images

Figures D22 and D23 show images of a development in Wayzata, Minnesota, composed of senior residential and associated services in the northern half with retail and service businesses located on the ground floors throughout the development.

Figure D22: aerial of The Promenade in Wayzata, Minnesota

Figure D23: public seating and amenity a part of Folkestone, a senior residential community in Wayzata; source: preshomes.org

Figure D24: 618 South Main Apartments in Ann Arbor provide structured parking within the building, high quality building materials, offsets in the architecture, and balconies for its residents

Folkestone and The Promenade work well together in the fact that the businesses that operate on the ground floors in and around Folkestone are often catered towards the older population.

It is the intent of the City West District to encourage developments that are complementary to one another.

E. Recommended Design Guidelines

E.1 General Standards

E.2 Pedestrian Circulation

E.3 Screening

E.4 Lighting

E.5 Site Furnishings

E.6 Bicycle Amenities

E.7 Public Gathering space/plazas/parks

E.8 Building Design

E.9 Parking Structures

E.10 Landscaping

E.11 Greenway Buffers

E. Recommended Design Guidelines

Section E — The Recommended Design Guidelines draws language from the Zoning Ordinance to explain design standards that are encouraged to be incorporated into developments in City West. Figures E1 and E2 are models containing certain aspects anticipated to be included in City West sites such as amenities for pedestrians, public meeting areas, signage, lighting, and other details as laid out in this section. The section will break each subsection into **Design Intent**, **Configuration and Scale**, and **Colors and Materials**, where possible.

Figure E1: Model of development with public gathering spaces

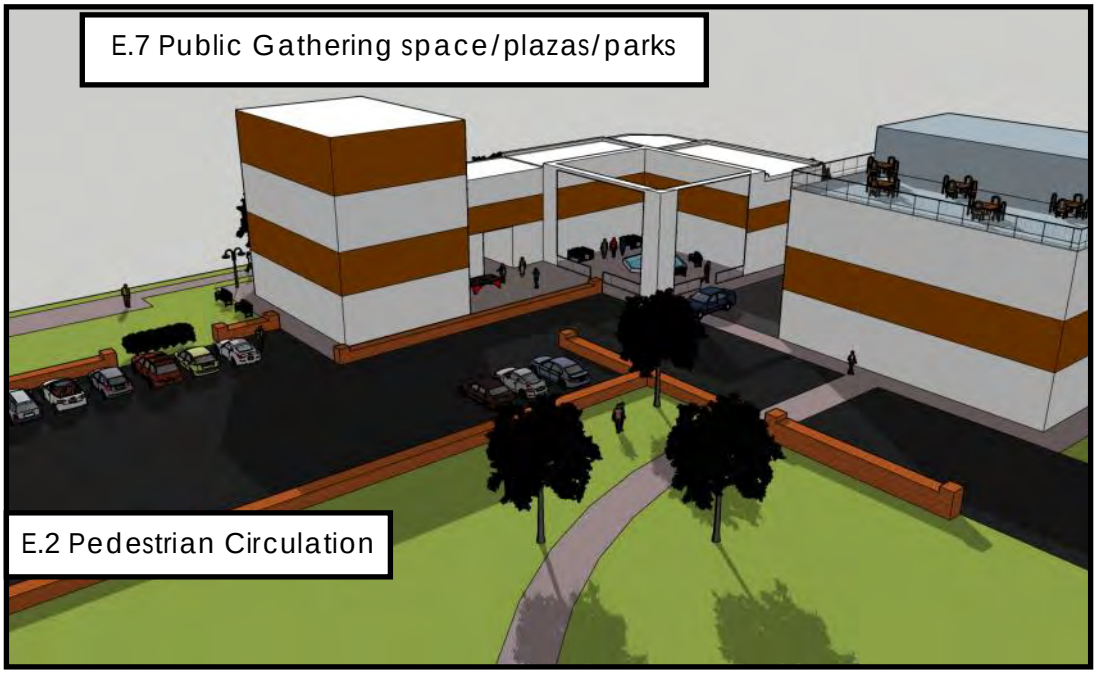
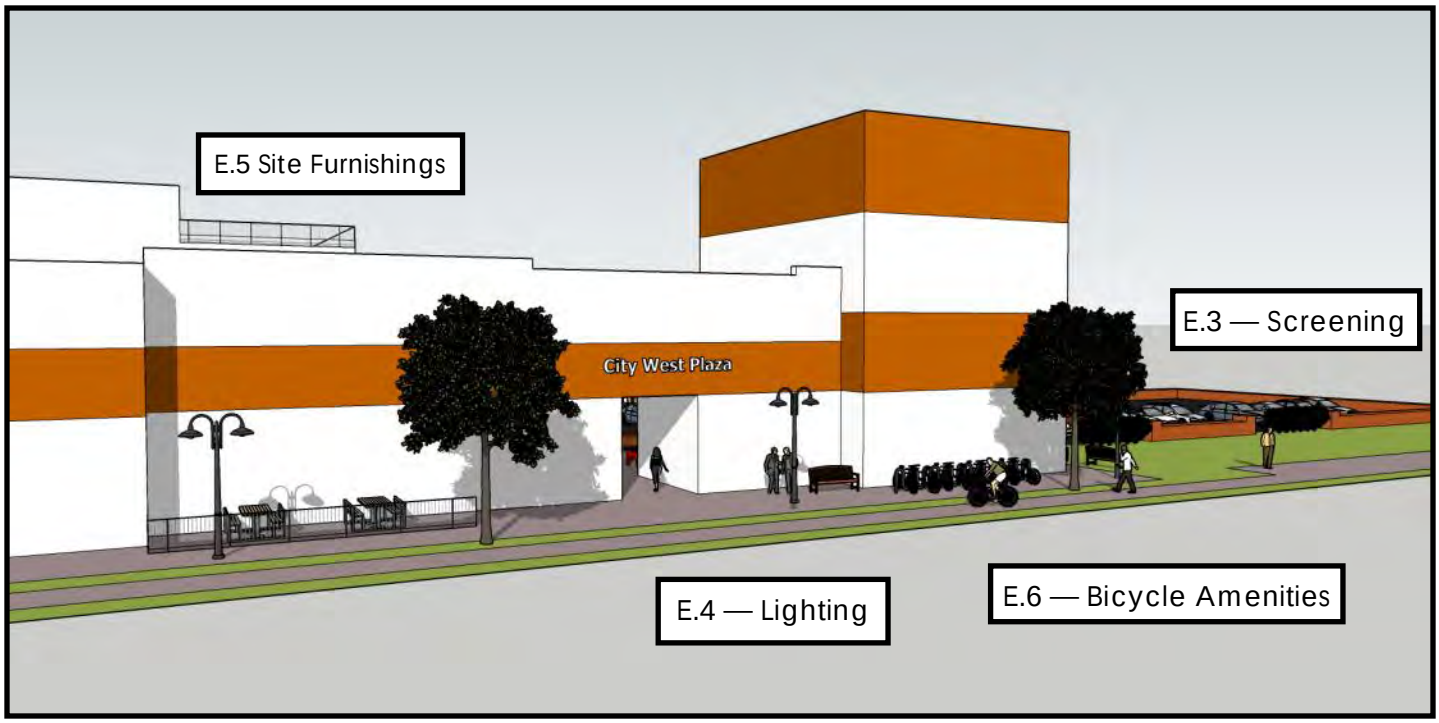


Figure E2: model with recommended design guidelines



E. Recommended Design Guidelines

E.1 — General Standards

Design Intent

The proposed uses will **complement and support the intent** of the City West district, the convention center and other established uses within this area of the City. Proposed projects will demonstrate that **design coordination and connection with adjacent properties,** developed or not, has been accomplished.

The Suburban Collection Showplace brings thousands of visitors to Novi every year. The uses in the City West District are meant to provide the visitors and guests of the city with entertainment and restaurant options, and other complementary uses, within a walkable distance.

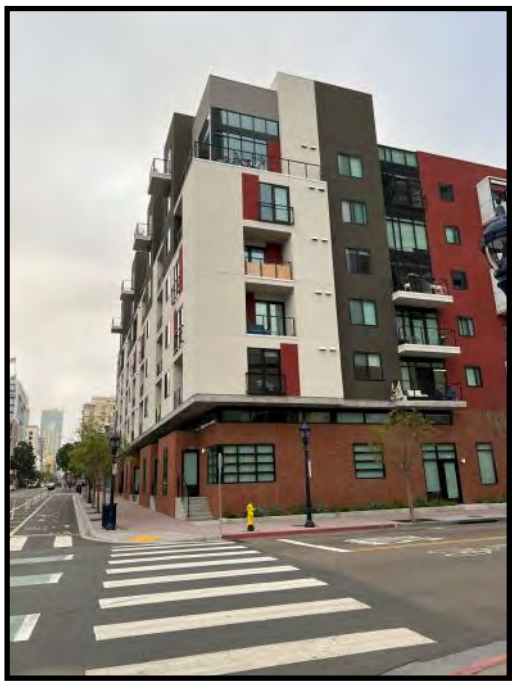
Figure E3 (left): The Hyatt Hotel at the Suburban Collection Showplace in Novi

Configuration and Scale

Developments shall have an **attractive street-level environment** that focuses on the **pedestrian experience** and provides **public space amenities.**

Vehicular safety provisions and controls shall be applied particularly with regard to access to the surrounding street network

Figure E4: Splash pads in Carmel, IN



Colors and Materials

Aesthetic quality is improved in terms of design, exterior materials and landscaping, including internal compatibility within the development as well as its relationship to surrounding properties to accommodate future development

Figure E5: Apartment building in San Diego, CA with high-quality aesthetic design and exterior materials

E. Recommended Design Guidelines

E.2 — Pedestrian Circulation

Design Intent

Development will be pedestrian-oriented, with a high degree of transparency on the ground level and functional, attractive outdoor amenities such as plazas, seating and lighting. Parking is placed to the side or rear of main buildings, driveways are consolidated on the major thoroughfare, and on-street parking is permitted on secondary streets.

Scale and Configuration

All buildings shall be oriented parallel to the primary pedestrian street with direct entrances and windows facing the street.

Color and Materials

Entrance doors are encouraged to include architectural details such as contrasting paint or material colors and decorative trim.

Figure E6: Townhomes in Carmel, Indiana

Figure E7: Pedestrian amenities in Carmel, Indiana

MDO projects with a single use may be considered for density reserved for mixed-use projects if there is a clear relationship between complementary uses, including if direct pedestrian connections and buildings entrances are located within 300 feet measured along the pedestrian route (3.34.2.B)

Figure E8: Crosswalk at a residential development in Novi

E.2 — Pedestrian Circulation

Design intent

Site amenities shall create tidy and well-landscaped plazas and pedestrian walkways with decorative paving, pedestrian-scale lighting, seating, trash receptacles, landscape treatments, and attractive architectural features at entranceways and focal points of the development (e.g. arch, gateway, bell tower, fountain, public art). All such amenities shall be privately owned and maintained and shall be included in an open space maintenance agreement.

Figure E9: Model with fountain, pedestrian walkways, and seating

Scale and Configuration

Buildings shall be oriented on the property to emphasize a continuous street presence and provide greater pedestrian access and circulation to the site. The main entry to each building shall be from the primary public streetscape, with one entry for every 75 feet of façade along the front lot line. Alongside lot lines, functional entries are required every 100 feet, or fraction thereof, where sidewalks are present.

The design of pedestrian walkways and non-motorized paths shall be reviewed with the goal of achieving **connectivity and safety,** and also considering the objectives and intent of this district.

Street trees should be planted to define the pedestrian corridor and buffer traffic lanes. It will be necessary to understand mature tree height when trees are located within utility easements.

E.3 — Screening

Design Intent

Developments which abut off-site single family residential zoned property, shall incorporate noise reduction and visual screening provisions such as earthen and/or landscape berms and/or decorative walls, which shall be approved as to design and location. There is a perimeter setback and screening for the purpose of **buffering the development** in relation to major highways or adjacent residential developments. Developments should include proper setback, landscaping, and massing to address privacy and compatibility with adjacent developments or land.

Figure E10: Huntley Manor Apartments in Novi has screening that separates Grand River, a major arterial, from residential units. Both decorative walls and landscaping in the form of trees were used to screen the homes from the street.

Scale and Configuration

Surface parking lots shall be screened from all major thoroughfares by either (1) a two and one-half (2.5) foot ornamental brick or stone wall with intermittent landscaped breaks, or (2) a semi-transparent screening such as brick pilaster with metal decorative fence in order to maintain attractive streetscapes as approved by the City's Landscape Architect.

The figures below show the various screening treatments. Figure E11 shows a 2.5-foot brick or stone wall with a landscape break. Figure E12 shows a brick and metal decorative fence.

Figure E11: Brick wall with landscape break

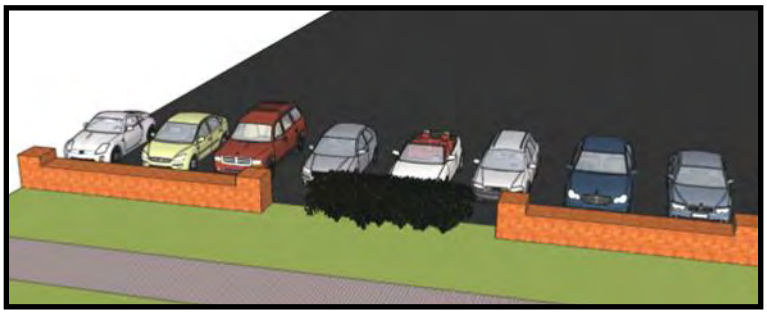
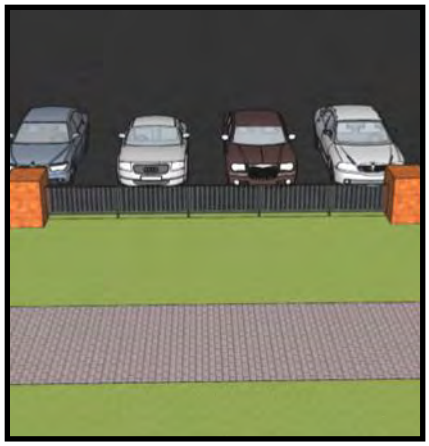


Figure E12: Brick with metal fence



E. Recommended Design Guidelines

E.4 — Lighting

Design Intent

Signage, lighting, streetscape, landscaping, building materials for the exterior of all structures, and other features of the project, shall be designed and completed with the objective of achieving an **integrated and controlled development**, consistent with the character of the community, surrounding development or developments, and natural features of the area.

LED Roadway Series; source: DTE Outdoor Lighting Catalog

LED Teardrop Series; source: DTE's Outdoor Lighting Catalog

Configuration and Scale

Height of light fixtures will depend on location in the district. The examples on the left include the LED Roadway Series, meant for local roadways and walkways, and the LED Teardrop Series, meant for downtown districts, plazas, and commercial developments.

Colors and Materials

Light fixtures shall reference DTE's latest Outdoor Lighting Catalog to determine both light fixture and light pole.

Lighting and landscaping are provided along the pathway to create a controlled environment. Lighting along pedestrian pathways is essential in maintaining a friendly, safe environment at all times of day.

Figure E14 (above): Monon Greenway in Carmel, IN

Figure E13 (below): street view of the Promenade in Wayzata, Minnesota

These examples provide ample lighting in addition to porticoes to shelter pedestrians from inclement weather when they walk from place to place.

E. Recommended Design Guidelines

E.5 — Site furnishings

Design Intent

Site amenities shall create tidy and well-landscaped plazas and pedestrian walkways with decorative paving, pedestrian-scale lighting, seating, trash receptacles, landscape treatments, and attractive architectural features at entranceways and focal points of the development (e.g., arch, gateway, bell tower, fountain, public art). All such amenities shall be privately owned and maintained.

Figure E15: The receptacle shown above is encouraged to be used as a site furnishing (DuMor receptacle 107— black)

Figure E16: The bench shown above is used in parks and along sidewalks within Novi

E.6 — Bicycle amenities

Design Intent

Bicycle parking shall meet or exceed the standards set forth in Section 5.16 Bicycle parking facility requirements. Figure E17, shown below on the left, exceeds the standards by providing bicycle fix-it stations in addition to the standard bicycle parking.

Figure E17: Bicycle parking and fix-it station along the Monon Trail in Carmel, Indiana

Figure E18: Bicycle parking outside of the Civic Center in Novi

E. Recommended Design Guidelines

E.7 — Public gathering space/plazas/parks

Design Intent

Open Space. A minimum of fifteen (15) percent of the gross site area of a commercial or mixed-use development shall be devoted to publicly accessible, permanently landscaped usable open spaces and pedestrian plaza areas (such as internal walkways, linear or pocket parks, plazas, or other space for public gatherings accessible to non-residential occupants and invitees). Common open space and amenities that **enrich the lives** of the residents should be incorporated.

Figure E19: Huntley Manor Apartments in Novi

Configuration and Scale

Small strips of landscaped area, landscaped end islands, and similar areas that are less than twenty (20) feet wide shall not be counted toward the required open space on the site. Up to 50% of the required open space may consist of areas that are regulated by City of Novi woodland and/or wetland ordinances **if they are permanently protected by conservation easements**. Wherever natural open spaces shall be created or preserved, they shall be **physically connected**, when possible, to adjacent natural open space areas.

Figure E20: Gateway Townhomes in Novi

Figure E21: Farmer's Market in Northville; source: Northville Chamber of Commerce

E. Recommended Design Guidelines

E.8 — Building design

A. All developments with two or more buildings shall be designed with **variation between building setbacks** and/or placement to avoid the creation of monotonous streetscapes. Site plans shall be designed with variation in both the patterns and the siting of structures so the appearance of the streetscape is not repetitive. The following design guidelines shall be considered:

B. Varying roof lines and forms: provide offsets or breaks in roof elevations of two (2) feet or greater in height. Incorporate roof pitch and materials of adjacent buildings into carport or garage roofs.

C. Building façade colors and materials: **At least two variations in color and materials** should be used in the treatment of the building façade. Decorative patterns on exterior materials may include scales/shingles, wainscoting, ornamentation, and similar features that incorporate texture and interest.

D. **Bays, porches and balconies**: Incorporate smaller-scale forms such as bays, recessed or projecting balconies or porches and dormers into the design to visually reduce the height and scale of the building and to emphasize the definition of individual units.

E. Wall offsets: A wall offset is defined as a projection or recess of a façade wall of at least two (2) feet in depth. Wall offsets should be incorporated onto those building facades having a length of 40 feet or greater. Wall offsets should be a minimum of six (6) feet in length.

F. Windows: **Decorative window features**, such as arched windows, transoms, decorative pediments, and/or window shutters that are sized appropriately and proportionally to the window are encouraged on those facades fronting on streets. The use of recessed windows, moldings, decorative trim and wood frames to add three-dimensional quality and shadow lines to the façade.
   - On retail buildings, windows within areas of the premises to which the public is invited shall be mostly transparent.

Additional conditions for Townhomes:

- No more than 8 attached units per building
- Minimum distance between buildings of 20 feet

Figure E22: Townhomes by Caliber Homes of Ontario

E. Recommended Design Guidelines

E.8 — Building design

Design Intent

Townhouse and apartment dwellings are **designed to be compatible** with surrounding neighborhoods and land use

Configuration and Scale

Structural placement, building orientation, and landscaping treatment along the streetscape and open space areas comply with design guidelines. Site design guidelines orient and cluster buildings and design parking, landscaping and open space in ways that **connect to surrounding neighborhoods and complement view-sheds** and surrounding natural features.

Compatibility and connectivity are recommended to take high priority in site design. Figure E23 to the right shows a clustering of residential buildings that frames the street. The plaza in Figure E24 below sits in front of an office building and can serve as a meeting place for those who live and work in the area.

Figure E23: Townhomes as residential infill in Traverse City, MI

Figure E24 (below): rendering of a plaza in Virginia Square in Arlington, Virginia; source: arlnow.com

E. Recommended Design Guidelines

E.9 — Parking Structures

Design Intent

Buildings are encouraged to have parking on the ground level or in structured garages. Structured parking within or under the building shall be aesthetically and effectively screened through architectural design, landscaping, or other means, from adjacent drives, walkways, and buildings, and particularly from the street level view.

Color and Materials

An architectural treatment, such as a finished fascia, shall be provided to shield any unfinished structural elements (including electrical elements, exposed metal beams, and fireproofing material) or mechanical appurtenances from a viewing position at grade from the opposite side of the street.

Scale and Configuration

The perimeter of each parking structure floor above street level shall have an opaque screen or other screening mechanism to shield automobiles from public view. The screen shall be at least 3½ feet high measured from the finished floor elevation.

Figure E25: Parking structure with screening and high quality material in Ann Arbor

Figure E26: Parking structure in Traverse City

- The top floor of parking structures that are open to the sky are subject to landscaping requirements for parking areas as described in subsection 5.5.3.C.
- 35% of parking structure frontage shall have foundation landscaping (living walls could meet that requirement

E. Recommended Design Guidelines

E.10 — Landscaping

Design Intent

The intent of the landscaping in City West is to promote walkability, create welcoming environments, and establish public areas where people may gather. Many aspects of the landscaping should be uniform across developments to promote the identity of a single district. City West is meant to be more urban in character, thus the landscape standards are less stringent compared to other areas of the City. Standards differ between commercial/mixed use buildings and strictly multifamily residential. See table 3.34.6.E in the ordinance text for mixed-use and commercial building requirements.

Configuration and Scale

In areas where the surface is made up primarily of concrete, box planters and other urban style planters can be used in front of each building, with occasional larger beds to provide visual interest. Planters should be placed to frame seating areas and in front of buildings. The quantity of trees planted shall be based on building frontage, but will be more flexible in order to prioritize healthy tree growth. For example, if steps are taken to ensure the longevity and health of planted trees, then the required quantity may be lessened. An example of this includes the use of silva cells with permeable pavers (seen below in Figure E27), or an approved equal alternative that encourages trees' survival with minimal open area.

Figure E27: Illustration of silva cells underneath urban trees; source: landscapeperformance.org

Colors and Materials

There should be a mix of evergreen and flowering plants used in planting to provide year-round interest. In order to protect trees from bike locks and other potential hazards, tree guards (seen below in Figure E28) are encouraged to be used.

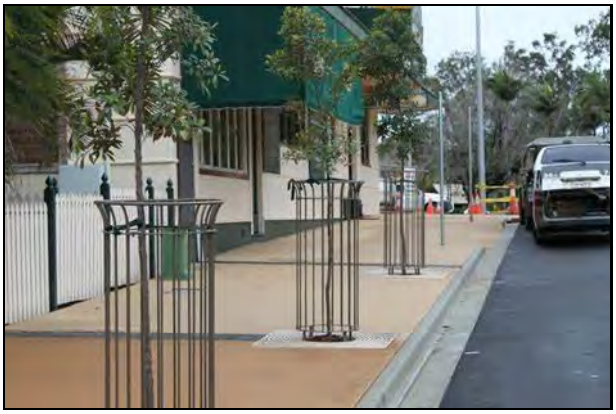


Figure E28 (above): Image of tree guards in New Zealand; source: urbaneffects.co.nz

Figure E29 (left): Image of a linear pocket park in between townhomes near Richmond, VA

E.10 — Landscaping

Flexibility

To allow for the necessary flexibility of urban landscape design, new landscaping standards have been established for both the residential, nonresidential, and mixed-use developments in City West. The new standards generally lessen the amount of landscaping required, including fewer canopy trees per dwelling unit, smaller greenbelts, and flexibility for paved open areas to include features such as movable planters to satisfy landscaping requirements.

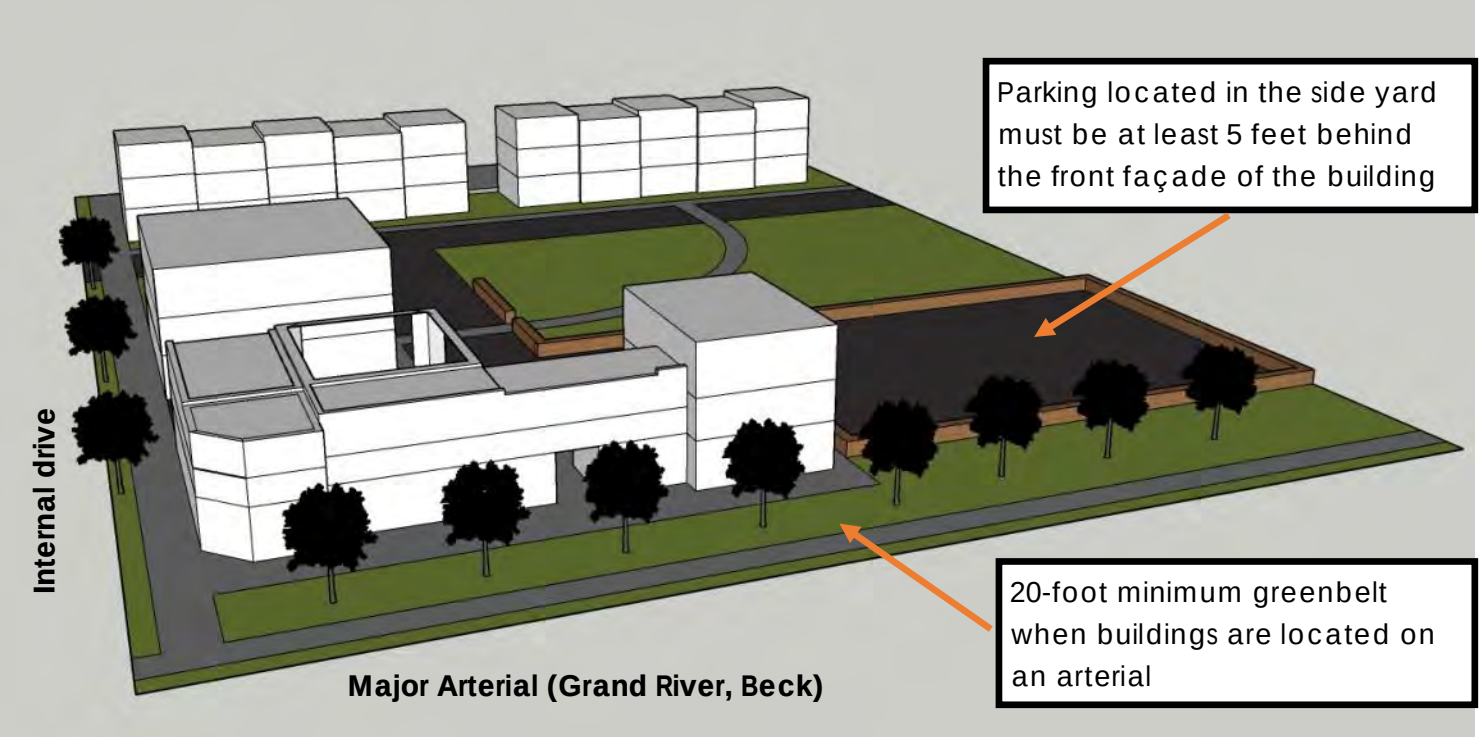


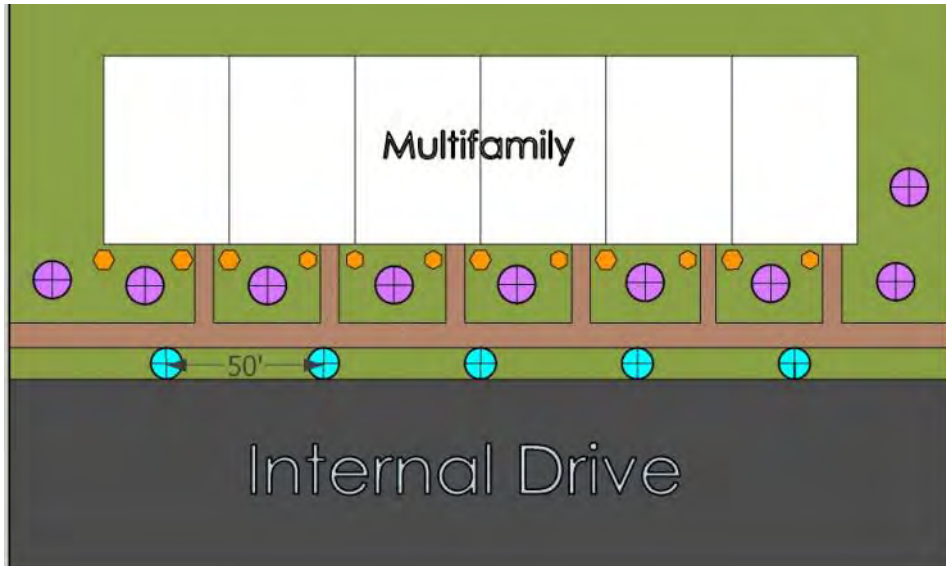
Figure E30: Model showing some new landscaping standards for City West

Greenbelt on an arterial (Grand River, Beck)

The greenbelt must meet a minimum 10 foot requirement if adjacent to parking and a 20 foot requirement if not adjacent to parking. See Figure E30 above. Even spacing of canopy and subcanopy trees is required. See Table **3.34.6.E Landscaping Requirements for Mixed Use/Commercial Buildings** in the ordinance text for more detail.

E. Recommended Design Guidelines

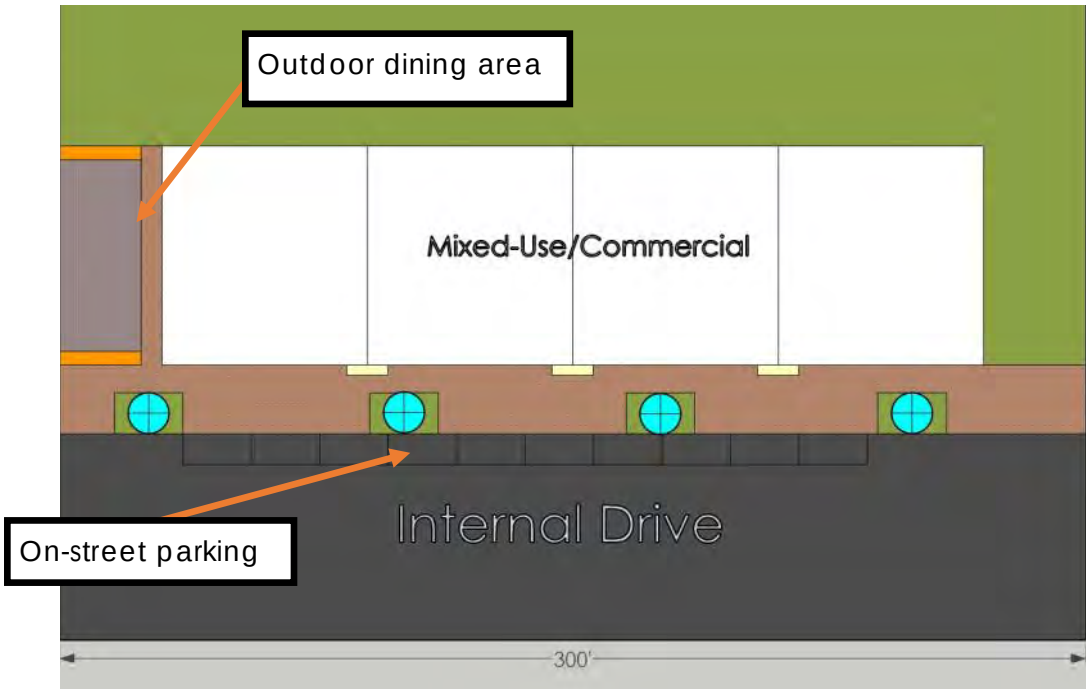
E.10 — Landscaping



For buildings that are standalone multifamily uses, the tree count will be based on the number of first livable floor units at **1.5 trees per unit**, in addition to **2 shrubs per first floor unit**. Interior street trees shall be placed **one per 50 linear feet.**

6 units x 1.5 trees/unit = 9 trees
6 units x 2 shrubs/unit = 12 shrubs
Canopy trees every 50 linear feet, evenly spaced

Figure E31: Landscaping standards model for multifamily



Commercial standalone buildings or mixed-use buildings with commercial on the first floor in City West have more urban landscaping standards than other similar uses throughout the City. For internal drives, there shall be **1 canopy tree per 75 linear feet**, spaced not closer than 25 feet apart from each other and planted in silva cells or equivalent substitutes to ensure tree health.

Figure E32: Landscaping standards model for mixed-use/commercial

Canopy trees every 75 linear feet, spaced not closer than 25 feet
60% of periphery landscaped for outdoor dining area (permanent beds or movable planters)
If sidewalk is 12 ft or wider, 15% of building frontage shall have foundation landscaping 2-3 feet deep

2016 MASTER PLAN FOR LAND USE

EXCERPT

Redevelopment Site 2: City West

Grand River Avenue between Taft and Beck includes the Suburban Collection Showplace, a convention center that plans to expand with additional convention space and an entertainment venue. Other development in this section of the Grand River Corridor is a mix of commercial, office, and industrial uses. Many sites are underutilized, disused, or vacant. This area offers the potential for the creation of a prominent new district combining entertainment, convention, commercial, office, and residential uses in a cohesive, high-density, walkable pattern. Structured parking and diagonal on -street parking along circulation roads will help to reduce the amount of land devoted solely to pavement. This plan envisions three to five story buildings for most of the area, while buildings with frontage on I-96 may rise as high as ten stories.

Components of the District

Residential Uses

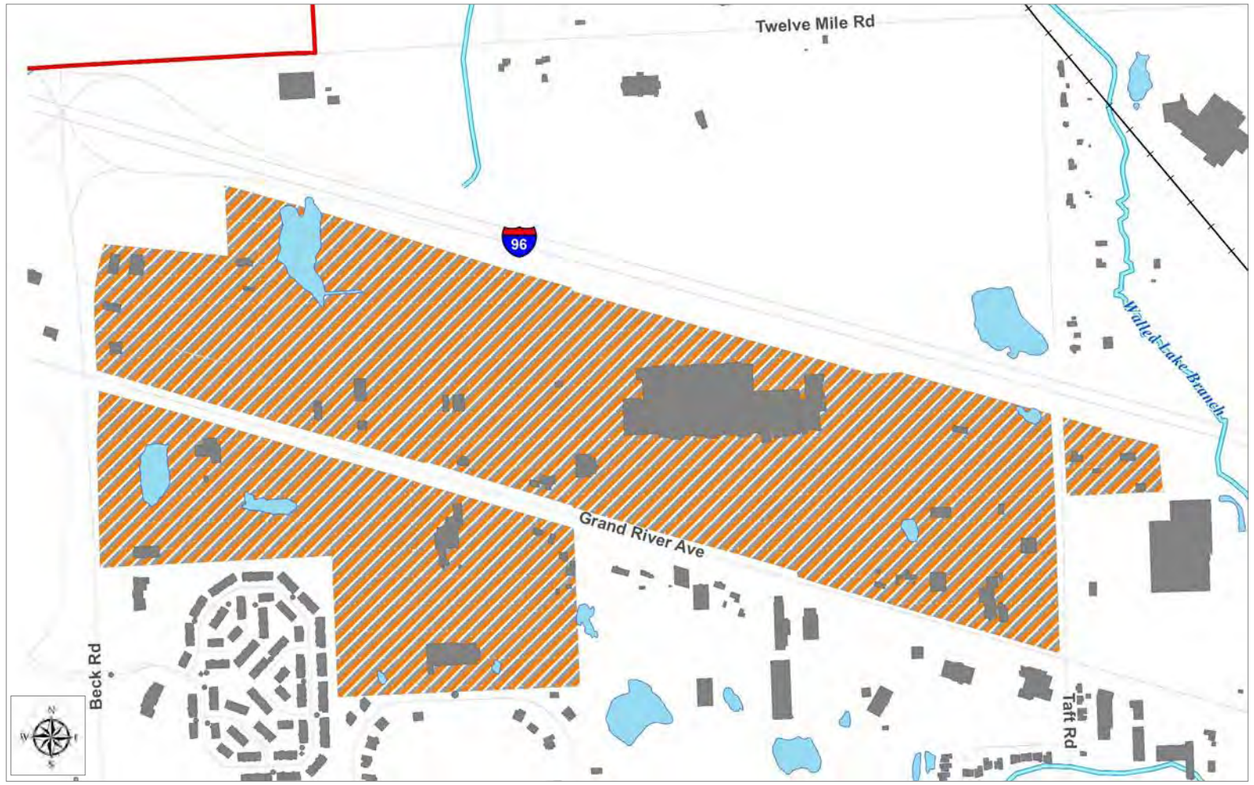
The residential components of City West should provide unique housing types, with an emphasis on types currently undersupplied in the City. In general, residential uses will be located above commercial uses, and all residential north of Grand River should be on the second floor or higher. Some ground floor residential uses such as row houses may be appropriate south of Grand River on the edge of the district as a transition to nearby neighborhoods. Live-work units may be an appropriate use as well, particularly if City West develops as an arts and entertainment district. Microapartments (small efficiency units) and small one-bedroom units may be an appropriate and viable development model for this area, especially given the needs of frequent business travelers and temporary residents at nearby Providence Park Hospital.

Commercial, Restaurant and Entertainment Uses

The district is envisioned as a distinct neighborhood as well as a complement to major nearby uses such as the Suburban Collection Showplace and the hospital. Commercial uses in this area could include specialty retail or a cluster of similar uses, such as high-fashion stores or art galleries, in addition to uses that serve nearby residents. Personal service uses would likely constitute a portion of the overall commercial picture in City West. Creating a vibrant restaurant and entertainment scene that spills into outdoor patios and open spaces, is a major goal of this redevelopment strategy.

Office Uses

Office uses in City West should be mostly limited to upper floors and, in vertically mixed buildings, may serve as a transition from retail and restaurant uses on lower levels to residential uses above.



Above, left: Map of City West land use planning area, including footprints of existing buildings. The largest building, at center, is the Suburban Collection Showplace, which is planning to expand. Above, right (clockwise from upper left): public art and gathering space amid high density mixed development in Asheville, NC; high quality building materials and ornamental landscaping in West Bloomfield, MI; finished alley with small retail use in Fort Collins, CO; public plaza and dense, mixed development in Princeton, NJ

Character of Development & Placemaking

For City West to become a true district, development must follow a unified approach. This could be achieved through the development of design standards or a form-based code to establish district-wide standards for building massing and location, streetscape, and public spaces. Building materials, landscaping, lighting, public furniture, and signage can all be addressed in standards for City West. These standards could also establish sub-districts (for instance, north of Grand River versus south of Grand River). To the extent possible, utilities should be buried.

The planned development of the City West district should include a mix of public plazas and parks that provide gathering places, as well as wide sidewalks that can accommodate outdoor dining. Programming of public spaces is encouraged to promote placemaking and strengthen the identity of the district.

Transportation

City West should be a walkable district that accommodates all road users and provides connections to Novi's existing and planned non-motorized pathways. Parking should be a mix of on-street spaces, small surface lots in side and rear yards, and, where density supports the investment, structures. Parking structures may stand alone or be integrated into other buildings, but in all cases, they should be designed to the same standards as other buildings in the district. Ground floor liner uses should be incorporated where possible. Parking plans should consider emerging trends in the automotive market such as the rapidly growing number of plug-in vehicles on the road, as well as the growth of car-sharing.

Walkability should be aided by compact development and frequent crossing locations on all internal streets, as well as signal protection at major intersections. Bicycle parking should be provided throughout the district, and sheltered where possible. Finally, if developed to its full potential, City West, with support from the hospital, could play a powerful role in the future development of mass transit on Grand River Avenue, serving as the westernmost destination point for bus rapid transit (BRT). The City should work with its neighbors to determine the feasibility of mass transit to serve the greater corridor and provide expanded mobility options for residents. The cities of Farmington and Farmington Hills have incorporated the potential for BRT along Grand River into their long-range plans.

Source: Roark Premier Team

Source: Elvert Barnes, Wikimedia Commons

Source: Carmel City Center

Source: Central Coast Low Impact Development Initiative

Clockwise from top left: Event in public space, North Hills development, Raleigh, NC, which includes a mix of low-profile buildings and taller structures, including a ten-story hotel; Main North in downtown Royal Oak, MI, is a ten-story mixed-use development with associated structured parking next to two movie theaters; Bioretention swale in Paso Robles, CA, which accomplishes some filtering of runoff before it enters the stormwater system; Carmel City Center in Carmel, IN, is a mixed use development located near the city's downtown Arts & Design District and was developed as part of Carmel's Range Line Road Corridor Plan; Arlington, VA's Pentagon Row project mixes commercial and residential uses around planned, multi-use public spaces.

Sustainability

The development of a new district presents a prime opportunity to consider development from a holistic standpoint. Development of City West should consider mitigating stormwater runoff through bioretention systems such as rain gardens and bioswales, and alleviating concentration of runoff through the use of permeable pavement. Should development proceed in a coordinated fashion, the City and its partners may consider pursuing LEED-ND certification through the United States Green Building Council; this certification not only provides confirmation that developers have adhered to sustainable development practices, but also serves as a marketing tool for the district. Landscaping with native plants, incorporation of alternative energy systems such as solar collectors or geothermal heat pumps into building designs, accommodations for electric vehicles, bicycle facilities, and, ultimately, integration with mass transit are all steps that can be taken to build a district that adheres in the long term to basic principles of environmental sustainability. When well-implemented, these measures can also help to limit certain long-term operational costs.

Above: Conceptual rendering of potential development of City West. This image is intended to show building massing, including one ten-story building, and provide an example of how buildings might interact with sidewalks and other public spaces. On-street parking spaces line every block, and most parking is concentrated in structures to the right of the image. Frequent programming of public spaces is encouraged

Development of the District

To facilitate and guide development of the City West district, development of a new zoning classification will be necessary. Form-based standards for the district should be considered as one method of achieving the desired development pattern. The district would likely be more effective if adopted as a stand-alone district rather than as an overlay to existing zoning.

Above: Image, based on development in St. Charles, Missouri, showing the type of streetscape that might characterize City West, along with the three-to-five story buildings envisioned for most of the area north of Grand River. Ground floor retail, space-efficient diagonal parking spaces, and upper floors devoted to office and residential uses combine with an aesthetically pleasing public realm to create a vibrant, pedestrian-friendly district that feels like a cohesive neighborhood.

LETTER TO PROPERTY OWNERS

August 6, 2024

Dear City of Novi property owner or current tenant,

City of Novi staff have been working on drafting an ordinance to establish a new zoning district that is intended to create a higher-density, pedestrian-oriented area with a mix of uses including residential, office, retail, and commercial. The City West District will lie north and south of Grand River Avenue and stretch from Beck to Taft, with a few exclusions. Please consult the included map for reference of the new district.

On May 20, 2024, the City Council adopted new ordinance language for both the north and south sides of Grand River Avenue, and rezoned the north side of Grand River to City West. The City Council left open the option to potentially rezone the south side of Grand River Avenue at a later date. At the request of Mayor Fischer, Planning Department staff is now bringing back for new consideration the rezoning of most of the south side of Grand River to the City West District,

The adopted ordinance text includes two sections, the first of which establishes the district and underlying requirements for all buildings and uses. The second section establishes the Mixed-Use Development Option, meant to incentivize mixed-use development by offering greater height, density, and more permitted uses, as well as greater flexibility in development standards. Please visit www.cityofnovi.org/services/community-development and scroll to the What's Trending section to view the adopted City West ordinance text and accompanying Design Guide.

Modifications from prior draft ordinance

Some modifications of the ordinance for the south side of Grand River since the February 2023 letter was sent to property owners and renters, include the following:

- Limitation on building height and additional building and parking setback where property abuts residential
- Additional emphasis on preserving natural features

Most of the modifications were made due to concerns heard at the public hearing from nearby residents, or by concerns raised by the Planning Commission and City Council during the review in 2023 and 2024.

Comments requested

You are receiving this letter because you own or rent property in this proposed district and your opinion on the future of this area in the city is vitally important. It is the hope of city staff that property owners in this proposed district can take the time to review both the ordinance text and the Design Guide to understand the district that the city is envisioning for City West. We hope to get as many comments as possible before a public

CITY COUNCIL

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City of Novi
45175 Ten Mile Road
Novi, Michigan 48375

cityofnovi.org

hearing is scheduled for consideration by the Planning Commission for a recommendation to the City Council.

A fillable online form can be found at the web page listed above, where we welcome your feedback. The form also provides the opportunity to input contact information if you wish to meet with us in person or virtually on Microsoft Teams. Please email Lindsay Bell at lbell@cityofnovi.org or call the Community Development Department at 248.347.0475 if you have any further questions or would prefer to set up a meeting directly.

Thank you,
Barbara McBeth, AICP
City Planner

PLANNING COMMISSION MINUTES

EXCERPT MAY 10, 2023

PLANNING COMMISSION MINUTES

CITY OF NOVI
Regular Meeting
May 10, 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 Becker, Member Dismondy, Member Lynch, Chair Pehrson, Member Roney, Member Verma
Staff:	Barbara McBeth, City Planner, Elizabeth Saarela, City Attorney; Lindsay Bell, Senior Planner; Christian Carroll, Planner; James Hill, Planner; Rick Meader, Landscape Architect; Ben Croy, City Engineer

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

ROLL CALL VOTE ON MOTION TO APPROVE THE MAY 10, 2023 PLANNING COMMISSION AGENDA MOVED BY MEMBER LYNCH AND SECONDED BY MEMBER RONEY.

Motion carried 7-0.

AUDIENCE PARTICIPATION

Chair Pehrson invited members of the audience who wished to address the Planning Commission during the first audience participation to come forward.

Dorothy Duchesneau, 1191 South Lake Drive, expressed concerns after becoming aware that the City is considering the possible inclusion of Accessory Dwelling Units (ADU) to the single family zoning districts. It is an admirable idea to allow a smaller dwelling footprint that can be used to house an aging family member or full-time on-site caregiver, but this needs to be attached to the existing home, not an additional building. Older Novi residents have shown they don't want to move out of Novi as they age, but the availability of smaller homes in Novi is scarce. If the City is not careful in how this is enacted, it will become a magnet for short term Airbnb, VRBO and HomeToGo rentals and Craigslist listings. In essence, this would create in-home businesses in areas that are not in keeping with what the neighbors expected to live near. The rules for Accessory Dwelling Units should be written before ADU's are added to the Residential zoning districts. It needs to be determined how this affects the Principal Residential Exemption in Michigan.

Chair Pehrson closed the first public participation.

CORRESPONDENCE

There was not any correspondence.

COMMITTEE REPORTS

In the matter of 22585 Evergreen Court Woodland Permit, motion to approve Woodland Use Permit, PBR23-0107, for the removal of eleven regulated woodland trees within an area mapped as City Regulated Woodland at 22535 Evergreen Court for the construction of a single-family residence. The approval is subject to on-site tree replacements to the extent possible and payment into the City's Tree Fund for any outstanding Woodland Replacement Credits, along with any other conditions as listed in the Woodland Consultant's review letter.

ROLL CALL VOTE ON MOTION TO APPROVE WOODLAND USE PERMIT PBR23-0107 MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.

Motion carried 7-0.

2. **CITY WEST TEXT AMENDMENT 18.296**
   Public hearing of the staff-initiated request for Planning Commission's recommendation to City Council regarding Text Amendment 18.296 in order to create a new zoning district, CW City West, with associated changes to reference the new district as appropriate, and to amend text related to the EXO District, to reflect an underlying zoning of CW - City West.

City Planner Barb McBeth relayed that before Senior Planner Bell presents information on the draft City West Ordinance, Design Guide, and the potential rezoning of land, she would like to share a few concepts from the 2016 Master Plan for Land Use. The Chapter in the Master Plan titled Redevelopment Strategies says, "*As outlined in this 2016 Master Plan Update, the City of Novi seeks to maintain its high quality single-family neighborhoods, preserve natural features, support business growth, improve traffic, and create an authentic identity. To implement this vision, three specific redevelopment sites have been identified by the City that are currently vacant or under-utilized, given their location, unique features, and size. The plan stated the redevelopment of these sites offers the opportunity to increase housing and stimulate business growth in concentrated areas of the City, allowing the rest of the City to retain its existing suburban character.*" Following is a summary of the three redevelopment sites.

The first redevelopment site identified in the 2016 Master Plan is located at the intersection of Old Novi Road and Thirteen Mile Road and was referred to as Pavilion Shore Village. The plan envisioned that redevelopment of this area could establish a unique sense of place by providing housing and commercial uses that are inspired by the natural and recreational features of the nearby park and lake.

Following the approval of the Master Plan, and the submittal of the developer's plans that went through the Planned Rezoning Overlay process, that area of Novi has now been redeveloped with 20 homes within the Lakeview development. Many of the new homes have a view of Walled Lake and Pavilion Shore Park as anticipated in the master plan.

The second redevelopment site identified in the Master Plan is located at the northeast corner of Grand River Avenue and Town Center Drive and has been known as "The Anglin Property." The property is approximately 10 acres in size and had been used as a car wash and garden supply yard.

Following the approval of the Master Plan, a developer presented plans for the site (and an adjacent property) to allow for redevelopment of the properties using the City's PRO process. The development is now called Sakura.

The approved plan shows an Asian-themed mixed-use development with access points off Grand River Avenue and Eleven Mile Road. The commercial portion of the project will consist of four buildings containing office, retail and restaurant spaces. Up to 132 multifamily residential rental units in 22 townhome buildings would be located on the northern portion of the site with access to Eleven Mile Road. The existing pond on the west side of the site would serve as a focal point and public gathering space, to be enhanced with Japanese-style gardens and a walkway with amenities around the perimeter. The Sakura site has been cleared and graded and the applicant is now in the final stages of site plan approval for this project.

City West is the third redevelopment site that was presented in the 2016 Master Plan and is being

presented and discussed this evening,with the goal toward implementing some more of the Master Plan's recommendations. Implementation of this recommendation is being done through the development of detailed zoning ordinance standards, and through the city-initiated rezoning of the involved property. Lindsay will provide detailed presentations regarding both matters in a few minutes, but I will share a few of the details of the Master Plan's guiding principles for City West that provided the direction for the proposed ordinance language.

The Master Plan noted that Grand River Avenue between Taft and Beck Road includes the Suburban Collection Showplace, a convention center with space to expand if needed, as well as a mix of commercial, office, and industrial uses. The Master Plan noted that many sites along this part of Grand River are underutilized, disused, or vacant, but the plan also noted that this area offers the potential for the creation of a prominent new district combining entertainment, convention, commercial, office, and residential uses in a cohesive, high-density, walkable pattern.

The Master Plan envisioned three to five story buildings for most of the area, while buildings on the north side of Grand River, with frontage on I-96 may rise as high as ten stories. While the Master Plan anticipated buildings as high as ten stories, during the evaluation and drafting of the proposed ordinance, the maximum number of stories as currently proposed will be limited to 8 stories on the north side of Grand River, and a maximum of 5 stories on the south side of Grand River. Lindsay will explain this further during her presentations.

Components of the District anticipated that the new City West district would consist of Residential Uses, as well as commercial, restaurant and entertainment uses. Townhouses may be appropriate south of Grand River on the edge of the district as a transition to nearby homes and neighborhoods. Mixed-use buildings including commercial on the first floor and residential on the second floor or higher was also anticipated for other areas of the district.

The City West district is envisioned as a distinct neighborhood as well as a complement to major nearby uses such as the Suburban Collection Showplace and the Ascension Providence Park hospital. The Master Plan notes that Commercial uses in this area could include specialty retail stores or art galleries, in addition to uses that serve nearby residents, and personal service uses. Creating a vibrant restaurant and entertainment scene that spills into outdoor patios and open spaces is a major goal of this redevelopment strategy.

Finally, the Master Plan talked about sustainability aspects within the City West District. The Master Plan notes that development of a new district presents a prime opportunity to consider development from a holistic standpoint. The development of City West should consider mitigating stormwater runoff through bioretention systems such as rain gardens and bioswales, and alleviating concentration of runoff through use of permeable pavement. As the Commission knows, the City's Wetland Ordinance and Woodland Preservation Ordinances will still apply to any developments within this new district and will be reviewed in detail along with individual site plans as those are submitted to the city for review.

Further sustainability aspects include Landscaping with native plants, incorporation of alternative energy systems such as solar collectors or geothermal heat pumps into building designs, accommodations for electric vehicles, bicycle facilities, and, ultimately, integration with mass transit. The plan noted that these are all steps that can be taken to build a district that adheres in the long term to basic principles of environmental sustainability. When well-implemented, these measures can also help to limit certain long-term operational costs.

The Planning Commission is aware that the staff and the City attorney have been working on the details of the draft ordinance and the design guide over an extended period of time, with updates provided to the Implementation Committee along the way, incorporating the committee's recommendations into subsequent drafts. We are looking forward to your comments as a part of the implementation of the recommendations of this part of the Master Plan.

Senior Planner Lindsay Bell relayed as City Planner McBeth has outlined, the 2016 Master Plan provided a clear vision for what City West could become. The challenge for staff over the last 4+ years has been to

craft an ordinance that would allow, support and encourage that vision to become a reality.

Working with the Planning Commission's Implementation Committee, and the City Attorney's office, we have developed the City West Zoning Ordinance text to provide the standards under which properties in the new district will be developed, as well as a Design Guide that offers visual examples that the Master Plan and ordinance language are working together to accomplish. The Design Guide complements the ordinance language and will be made part of the ordinance by reference. It includes background information on the area, inspiration images from around Novi and other communities, and 3D models to visually show certain requirements or suggestions. The intent is that both documents would be used in conjunction to guide development within the district. Each 3D model shown in the Design Guide is conceptual only; actual projects would need to be designed by professional architects and engineers based on specific on-the-ground information not currently available to staff.

The history and existing conditions of the proposed area to be rezoned will be presented for the Zoning Map Amendment public hearing.

As the current 2023 Master Plan update effort continues, Novi continues to grow, as evident from the 20% population growth from 2010-2020. At the recent community open houses, 74% of participants indicated the City West area should be "transformed" when given the definition "long-term and large-scale change in the appearance and function of an area with the intent for dramatic shift in use, design, and accessibility." Another 21% indicated the area should "evolve," while only 5% thought the area should be "maintained" in its current state.

The City West area provides an opportunity to expand the housing choices available for young professionals, empty nesters, and other residents who prioritize a more urban, walkable community, easy access to the highway and destinations within Novi, and entertainment opportunities. Grand River Avenue is a major corridor with greater road capacity than many areas of the city. SMART has recently released its proposed route expansion, and has proposed extending bus service along the Grand River corridor through Novi and into Wixom. One of the proposed locations for a transit stop would be within the City West area.

Over time, the City West ordinance has evolved to incorporate elements of the Town Center districts, Gateway East and the Planned Development options. We also drew from examples of mixed use districts in other communities, as well as best practices in planning guidelines.

The City West District includes a baseline level of development for principal permitted uses, which would be allowed at a similar intensity to what can currently develop in the I-1 District. At the baseline level of development, building height is limited to three stories.

The ordinance includes an optional Mixed-Use Development Option (MDO) which permits a wider range of uses and higher intensity development in order to encourage the creation of a dynamic mix of compatible uses. While the MDO provides greater flexibility in parking and landscaping, as well as setbacks and building height to allow a more urban form of development, projects will still be subject to other applicable codes and regulations of the City, including Wetland and Watercourse protection, the Woodland Ordinance, Stormwater detention standards, façade and landscape requirements, as well as lighting and noise ordinances.

Approvals of MDO projects are up to the discretion of City Council, and subject to the project meeting various criteria.

One of the project criteria to be evaluated is whether a proposed site design and layout minimizes negative impacts on existing natural features. Other criteria provide stipulations that surrounding landowners shall not be unreasonably burdened, and the proposed development is deemed to be compatible/harmonious with surrounding area.

While the proposed ordinance standards allow for greater height along the north side of Grand River for MDO projects, staff believes that most projects will have 3-5 story buildings, with additional height

potentially requested for mixed-use buildings, or for a signature office building or hotel. The maximum height is limited to eight stories in the proposed ordinance for developments on the north side of Grand River Avenue, and five stories on the south side of Grand River Avenue.

The proposed provisions permitting higher buildings involves meeting specific criteria:

- Preservation of open space (25% of site or more)
- Using sustainable building elements and design strategies (ex: LEED Best Practices)
- Allocation of units for Workforce Housing (at least 15%); or
- Lower-level parking or parking garage to limit impervious surfaces

The Grand River Avenue corridor, running from downtown Detroit all the way to Lake Michigan on the west side of the state, bisects the City West area. In this area of the city, Grand River is an auto-centric five-lane major arterial with a speed limit of 50 miles per hour. Staff would pursue funding to study alternatives for making this area safer for pedestrians and bicyclists to get between the north and south sides of the district as marked crossings are currently available only in three locations: the Grand River and Beck Road signal, the signal at the main entrance to the Suburban Showplace, and the Taft Road signal. The Design Guide provides samples of elevated pedestrian bridges and street-level crossings with a raised median as possible design options to consider, however those are not the only alternatives. Traffic calming measures may also be recommended, such as reducing the speed limit through the district.

Development in this district is required to meet specific design standards to ensure future development is cohesive and walkable. Buildings are meant to front on internal street networks rather than Grand River to create a more pedestrian-friendly development than the thoroughfare can offer. Shared off-street parking facilities are encouraged. Development projects are required to provide public plazas and open spaces for gathering.

City West is meant to have sidewalks and pathways throughout the district, providing connections to the City's non-motorized network beyond the district. The recently expanded Ascension Providence campus trail network provides miles of non-motorized opportunities, and connects to the ITC Trail. Bosco Fields park is accessible via Beck Road less than 1 mile away. The planned project to expand Beck Road between 11 Mile and Grand River includes the completion of missing sidewalk segments on the east side of Beck Road. Taft Road already includes on-road bike lanes as well as an 8-foot pathway (except for a small segment near the intersection of Taft and 10 Mile where it drops to 5 feet) on the west side of the road from Grand River to south of 9 Mile. This facility connects the City West area to several Novi schools, as well as the library and Civic Center campus. Pathways along Grand River also provide a direct connection to the Town Center area within a 1-2 mile distance.

Residential uses can be developed under the MDO, either as a stand-alone use or as part of a mixed-use project. The granting of a Mixed-Use Development Option requires review and recommendation by the Planning Commission and approval of the City Council. As part of the review and approval process, and in light of the potential additional uses and flexible building standards, the development will be subject to certain conditions, and will have to demonstrate conformance with the Design Guide adopted by the City as part of this ordinance. The MDO process is similar to the approval process for the PD-1 and PD-2 Options, with City Council authorized to grant deviations to area, bulk, yard and dimensional requirements, as well as density, if found to be an enhancement in the public interest and to not be detrimental to the natural features and resources of the affected property and surrounding area, or would enhance or preserve such natural features and resources.

The City West area south of Grand River Avenue is directly adjacent to areas designated for multi-family and single-family residential. This portion of the district is intended to provide a gradual transition to the surrounding uses, with buildings between two to five stories tall. Within 100 feet of existing single family residential areas to the south, non-residential uses are not permitted, and residential buildings are limited to 35 feet in height to ensure a proper transition and prevent undue impact on the existing neighbors. The 100-foot setback for non-residential uses is consistent with current I-1 District requirements, to insure that no new hardship is created on landowners, and adjacent residents are afforded the same protections that exist today.

Residential buildings are required to be set back a minimum 2 feet for each foot of building height. If the maximum building height of 35 feet is proposed, that structure would require a minimum 70-foot setback from the single-family district. By way of comparison with existing multiple family zoning districts in Novi, in the RM-1 and RM-2 Districts, the minimum side and rear yard setbacks are 75 feet. As a comparison, the existing Central Park Estates buildings are setback about 70 feet from the property line. The City West district also requires a 50-foot setback for any parking areas adjacent to single family zoning districts, as well as the installation of a wall or landscaped berm to provide screening. The landscape ordinance requirement for a 6 to 8 foot screening wall or berm would also apply where adjacent to single family districts.

The creation of the new district also requires some amendments to other parts of the Zoning Ordinance, especially for various Use Standards in Chapter 4, and for the sections related to the EXO Exposition Overlay District. As we are proposing to change the underlying zoning to City West, that requires changes also be made to the description and permitted uses of the EXO, and the required conditions, while still allowing the exposition facility to remain and expand, as needed.

Staff have engaged with property owners and relevant stakeholders through mail notifications, in-person meetings with developers, tenants, and landowners of all 54 parcels subject to the rezoning, and by providing a feedback form on the City website. All the responses from landowners within the district have showed positive support for the amendment to the Ordinance. Some property owners were concerned over how the change would affect a current use that would become nonconforming, but that concern was eased after explaining how nonconforming uses or structures would be permitted to continue, and even expand in a limited capacity. Some current nonconforming uses would actually become more conforming under the proposed standards, such as restaurant uses in the I-1 district.

Staff also met with representatives from the Asbury Park Homeowners Association, who shared their concerns about noise, visibility, drainage, and property values. Issues of traffic and school impacts were also raised. Staff discussed the existing City regulations related to stormwater management, wetlands and woodland protection ordinance, which all projects would be subject to, and how the new ordinance was designed to minimize impacts to the existing neighborhoods through use and height restrictions, setbacks, and buffer requirements.

Although some adjustments were made to the draft text amendment based on the feedback received, other items were left as standards that could be determined on a case-by-case basis in the MDO process -- this is where some conditions or deviations can be up to Planning Commission and City Council's discretion to allow some flexibility to accommodate site-specific circumstances if it makes sense within the context of the development, neighboring uses, and the overall intent of the district.

Since the introduction to the proposed text amendment on April 5th, staff have continued to work on the draft ordinance to make improvements. We included new landscaping standards within the Mixed-Use Development option to recognize that the more compact development style would need more urban-style landscaping. The height limits have been clarified throughout, and buildings within 200 feet of single-family residential districts are now proposed to be limited to 40 feet and will not be eligible for bonus height increases. Staff has added a requirement that applicants include a contextual plan sheet with general layout and uses within 300 feet of their property lines to illustrate a proposed project in context with its surroundings. Planning Commission will need to consider Special Land Use standards, along with other items, in making its recommendation to City Council when MDO projects are considered.

Parking requirements for residential uses, based on number of bedrooms, have been included, which are consistent with the requirements in the Town Center district. Sidewalk requirements were also expanded on. An item was added to the approval standards to require applicants to demonstrate that the proposed layout of the site is designed to minimize the negative impact on existing natural features, including woodland and wetland areas.

Staff recommends approval of the proposed text amendment and Design Guide, with any necessary modifications as it continues to move through the process, as it is in compliance with the Master Plan for Land Use, which recommends the establishment of the City West district, as a vibrant, walkable, mixed-use district.

The Planning Commission is asked to hold the public hearing on the proposed text amendments, and consider making a recommendation to the City Council on adopting the text amendment. We are happy to answer any questions you may have.

Chair Pehrson opened the public hearing and invited members of the audience who wished to participate in the public hearing to approach the podium.

Pat Torossian, 26165 Mandalay Circle, relayed he is on the Board of Asbury Park Homeowner's Association, and has been a resident of Novi for 35 years. The northern and northeastern border of Asbury Park adjoin the City West zoning proposal. Mr. Torossian stated he understands the proposed zoning is unique to any zoning in the City and made specifically for City West multi-use with very little concern for the residential impact. Nowhere in the City is there a multi-use impact to a residential area like this. The zoning has been in progress since 2016, and only now are residents being made aware when letters were sent to those within 300 feet of the zone. We feel this type of zoning change should have been discussed with the residents impacted by this change for their input prior to the plan being developed. The proposal shows density that is unacceptable and no regard for the wetlands. There is a very large pond to the northeast of the subdivision where all the water drains into. As each developer comes forward with a proposal, it will be evaluated for wetland and woodland impact, but that is a major source of water retention for the subdivision. You've left the responsibility protecting the surrounding area in the hands of multiple developers to do the right thing and are not protecting the residential area with the proper zoning. Residents in Asbury Park are all for progress near Grand River, but not near residential homes. It seems it's been forgotten who pays taxes and votes in this City.

Ali Ozbeki, 26484 Mandalay Court, relayed he would like to ask the Planning Commission to reflect on the Novi Road, Main Street, Fountain Walk and the Walmart shopping center developments. Although he is not sure if the current Planning Commission members were those who approved these developments, Mr. Ozbeki has lived in Novi since 1986 and all the developments he mentioned have come since then. The City of Novi will never have a downtown like Northville, Rochester Hills, Birmingham, or Plymouth. You cannot manufacture a downtown area on Grand River. The marketing brochures are excellent, but what is the rate of occupancy of restaurants, residential areas, and office space on Main Street? Restaurants continue to turn around in Fountain Walk. A self-assessment needs to be done if we are doing a good job. If not, we walk away. Now another development is being proposed which could be a vacant lot.

Rob Massard, owner of Redford Lock Security Solutions, located on Grand River, relayed he is in favor of the proposed zoning change although he is not sure how it affects an existing industrial business and questions if there are plans for sewer along Grand River.

Lynne Paul, 45761 Willingham Drive, relayed she is a former Planning Commission member and City Council member. She is very happy to see so many familiar faces and recognizes the very hard job Commissioners and Council members have to do. A lot of the Master Plan was a big question when it was looked at in 2016 and Ms. Paul can understand why. The zoning being proposed is extremely dense, it doesn't fit our City, the building height and buffers are a problem, and ordinance to protect natural resources of wetlands and woodlands is not sufficient. Ms. Paul requests that the Planning Commission considers tabling or denying it the proposed City West ordinance. Blair Bowman is a wonderful businessman; he comes to the City and asks for so much. He's been buying the property, which is his right, but we have given him so much as residents. On record, total tax abatements since 2001 was $4,092,163. If we increase the density and the height of the buildings all we are doing is giving more money to one single developer. Are we being fair to all our businesses? Some hotels and apartments in the area might like to have the height that will be allowed. Ms. Paul would like to propose we look at the development on the highway in Royal Oak. There are beautiful brick condos, and lots of people want to funnel into that area. Like Novi, they have good schools, but our density is more controlled. The landscaping and sidewalks are beautiful, and they have done a wonderful job with amenities. Mixed use is a good idea,

not more restaurants, not more commercial. As a City, Ms. Paul proposes we look at areas that are truly in need, such as Fountain Walk and Main Street. We can do a lot more for amenities and bring people in. Ms. Paul is not against development and changes in the proposed City West district but in keeping with our Master Plan and Ordinance, not in creating a district that would be so close to Asbury Park, which is not acceptable. These are beautiful homes that we need to respect. If it was your neighborhood, or mine, Ms. Paul would be livid. Ms. Paul is here as a citizen to state this is not the development for our City. Ms. Paul would like it to look like Royal Oak or another beautiful city, not like Southfield with high rises.

Rida Salim, Mandalay Circle, relayed she is a High School student who moved to Novi about three years ago from Texas. One thing she really appreciates in Novi that she did not have back in Texas is all the greenery and nature. Everyday Ms. Salim, her friends and siblings go for bike rides, and walks around in the safety of her neighborhood. A concern with the zoning proposal is that there will be additional traffic impacting the safety of the neighborhood and disruption of the greenery that is enjoyed every day. Ms. Salim is in support of and acknowledges the benefits of this proposal for the North side of Grand River but has deep concerns about the disruption of greenery that will occur with this change as well as the safety of residents in Asbury Park. Ms. Salim urges the Planning Commission to amend the proposal, so it does not affect the south side of Grand River.

Khurram Abbas, 26508 Mandalay Court, relayed he would like to echo the concerns his neighbors have expressed. Mr. Abbas has been a Novi resident for over a decade, previously he was on the southeast side of Novi where he was in close proximity to a busy mixed commercial and dense residential area. One of the reasons Mr. Abbas moved to Asbury Park was to be surrounded by trees and wetlands while still in the Novi school district. Mr. Abbas expressed concerns with adding more dense residential areas and overcrowding the school district. The north side of Asbury Park touches the proposed City West district and Mr. Abbas has concerns about that. He is concerned about the reduction of trees and wetlands, about unsightly buildings that will be in view from the neighborhood, about the lack of buffer and noise abatement between the neighborhood and the City West district, and the possible reduction in property values. Although the replacement trees go to the tree fund, those trees won't go into the Asbury Park neighborhood; they will go elsewhere in the City which is an injustice to the Asbury Park residents. The Expo event held last year, a Monster Truck rally, impacted residents as a huge nuisance but Mr. Abbas appreciated that the owner of Suburban Showplace reached out and indicated he is willing to work with the residents in the future. Civil Engineers Mr. Abbas has spoken with have expressed concerns with water runoff from the wetlands that may become an issue for Asbury Park homes. Mr. Abbas also expressed concern with the rezoning from Light Industrial to City West as he does not think the City has the infrastructure to support it. He urges the Planning Commission to take a second look at the proposed zoning district and address some of the residents' concerns.

Swanand Dhayagude, 26348 Mandalay Circle, relayed due to the location of his home he will be most directly impacted by this zoning change and construction. He has a young family and is concerned about the noise, pollution, and any people from the multi-family that would be trespassing through the backyard, which is not appreciated. This will lead to more of that. Also, losing trees and some of the wetlands is a big concern. Mr. Dhayagude asks that the City reconsider this zoning change.

Kai Yuan, 26362 Mandalay Circle, relayed his backyard directly faces the new development. Along with all the other concerns brought forward, a major concern is all the kids in the neighborhood that bike and play together, wandering around in a very safe environment. If we cut down the trees and have a direct access to the new City center, that will really create a lot of attraction for the kids. Often time they wander off, but right now because of all the trees and wetlands, it actually protects them in a safe way, but now they can easily have access to a new world so a lot of concerns for the kids that go wander and play near there. This will also potentially bring a lot of unwanted people to the neighborhood, so there are a lot of safety concerns. Looking at the northwest side of the subdivision, there is multi-family rental property that a lot of parents chose to live in to have their children attend Novi schools. Even though they don't own their property, Mr. Yuan wants to have a voice for them because a lot of the kids there are facing the same concern with access to big parking lots and a lot of restaurants. Also, even though now there is a building beyond the backyard, there are a lot of trees screening it, with future taller buildings they will be seen from the bedroom windows. Mr. Yuan kindly suggests adjusting the zoning to make sure there are adequate trees, protective fencing or other safety measures to protect the kids from potential

dangers. Again, looking at the south side of the subdivision, there are a lot of families there that will be directly impacted. Mr. Yuan's preference is to have the City plan for adequate preparation and reduction of noise from any construction rather than hearing a lot of complaints as that would be a smoother process for everyone.

Kara Murtha, 26223 Mandalay Circle, relayed she moved here in 2012 from Florida where she lived very close to her neighbors. The reason she chose the Asbury Park neighborhood was the tall trees. Ms. Murtha grew up in New Jersey in the pine barren, so she was used to having really tall trees. Sitting in her backyard, she can hear birds, which is beautiful. Ms. Murtha implores the Planning Commissioners to come and walk the neighborhood rather than look at a piece of paper. Looking great on paper is not reality. If a five-story building is built near the back of the neighborhood, it will be hideous, and everyone will want to move out of the neighborhood. The property values will plummet. Ms. Murtha implores the Planning Commissioners to think of the impact on the community and the reason why people are attracted to Novi and its nature. Ms. Murtha had to replace 44 tree credits on her lot which was fully wooded, they were all planted back on her lot with no money donated to the tree fund. Ms. Murtha loves Novi due to its nature. She has children and does not want them to be able to walk to something that is dangerous and would never allow her children to ride their bikes to Beck Road or Grand River as it's too dangerous. Ms. Murtha asks that the security aspects of people coming in and out of her neighborhood, the views, the impact to nature, and the impact to the schools all be considered.

Surabhi Sardesai, Mandalay Circle, relayed her concerns that 75-100 feet is too close. Right now, looking out to her backyard, it is beautiful with the tall trees. Seventy-five feet is unacceptable. She pleads that this zoning change does not happen. She has two little kids who play in the backyard, it's not going to be safe. From her second floor she can basically only see trees right now and that privacy will be gone. Ms. Sardesai asks the Planning Commission to please consider cancelling the zoning change.

Haramesh , Mandalay Circle, relayed as her fellow residents have said, she would implore the City Council and Planning Commission to walk through the Asbury Park neighborhood. The reason she was convinced to move from Texas to Michigan was not the Michigan roads, it was Michigan's natural beauty. She enjoys walking in the evenings and biking with her children due to the tall trees, the wetlands, the sounds of the birds. Unfortunately, if we go through with the City West zoning, we won't see that, we will hear noise pollution and smell smoke, which will be a health risk.

A resident, no name given, relayed he has some questions about the presentation tonight. There were comparisons to other communities, and he would like to know which communities that were referenced. These are holes in the analysis because it wasn't indicated that this matches the general idea that you can pick and choose, which isn't right. That includes examples of buildings that were compared to. As far as the survey of residents that was referenced, was the target of the survey adjacent residents or the community as a whole, as he is just newly aware of this. Grand River is a unique road from beginning to end, from one side of Novi to the other, trying to develop it as a marketplace to stop doesn't make sense as it's a road frequently used to commute and avoid the freeway. As a 40-year resident of Novi, he was involved with City Council and the Planning board back in the 1980's, and was associated with an organization called PLAN - People Looking After Novi. The organization tried to make sure residents were represented. At that time, Novi was looked at as a community of residents, and didn't look to become a community like Southfield with high rise buildings. That was the intent of City Council and the Planning board at the time so it's not clear why we are trying to deviate from that, as that has been the intent of Novi all along. Notable City Council members at that time were Hugh Crawford and Nancy Cassis. What is the status of the restaurant atmosphere of Main Street, as it seems everything goes in there and dies. Why are we trying to move it somewhere else along Grand River, which is a busy road, that seems to make absolutely no sense. We keep allowing things to be built, they don't work, so we move on to another area and allow it to go there.

Beth Hinman, lives on Christina Lane, relayed she has a lot of questions about this proposal. Who is behind it, who is sponsoring it, who is pushing it, what is the benefit or reward that the Planning Commission is getting, who is the Staff we keep hearing about that is pursing this proposal. How will additional development of a highest intensity district, with the destruction of more woodlands and wetlands and five to eight story buildings along Grand River, bring any value to the existing residents of Novi. Why is the

Planning Commission's goal to make Novi as congested and unpleasant to reside in as West Bloomfield or Southfield. Grand River doesn't need to turn into another Orchard Lake Road. She objects to this proposal - the density, congestion, the destruction of woodlands and wetlands, without any recourse. The idea of high-rise buildings will significantly degrade the overall quality of Novi. There is absolutely no added value to the existing residents of Novi. She is asking the Planning Commission to listen to the protests and concerns and for once put the needs of the residents above the developers. That hasn't happened for a long time in Novi; do the right thing for a change.

Megan Sedghi, 26529 Mandalay Circle, relayed her property is close to Eleven Mile, but she will be impacted like all the other properties in her subdivision by this development. She already can hear the highway even though she is far away from it. Reducing the green zone is not going to benefit anyone. While the presentation showed something really grand, it doesn't seem to fit with what Novi is. Novi has a small city feel, which we love. We are surrounded by trees and are family-oriented. She is hoping we are not losing sight of that when we are trying to put something out of another city into a place that may be underdeveloped. She knows we can do better than what the presentation showed. Ms. Sedghi is an architect by education and does not see how we can construct something like this on these parcels. As previously stated, there are other parcels in Novi that we started developing and somehow abandoned. Now there is someone who is trying to purchase these parcels and develop them; Ms. Sedghi thinks we should focus on the developments we started already, reduce what the presentation showed, to consider existing homeowners who will be impacted by this rezoning.

Humza Salim, 26433 Mandalay Circle, moved to Novi on January 1st, 2020, in the middle of Junior year of High School. Two months later COVID struck, and he was left alone at home. He had no friends as he had just moved. To spend time, he walked the green streets of Mandalay Circle, which was very nice. He found a lot of peace there. He and his brother played basketball every day for a few hours a day as it is a very safe neighborhood. With the introduction of this plan that won't be possible; the safety net will be gone. Now he is a Sophomore at the University of Michigan and every weekend he comes back just to have the solace again. Mr. Salim strongly recommends that this proposal not move forward.

Aaron Martinez, a 30-year resident of Novi, relayed a lot of his comments have already been stated, but he thinks we can do better than the proposal that is before the Planning Commission at this point. There are a lot of concerns in the community that still need to be addressed. A lot has been heard tonight; people are worried about what this zoning change could mean for them, and Mr. Martinez asks that the Planning Commission take this seriously. As this is considered tonight, Mr. Martinez thinks the proper step would be to table this. It could be sent back to the drawing board, we could collaborate a lot more with the residents, hear their concerns and allow those concerns to be reflected in the plans before a vote is taken.

Mark Weinbaum, is an owner of the Novi Mile, LLC parcel, which is at the northeast corner of Beck and Grand River, behind the Chase Bank, USA to Go and Starbucks. Mr. Weinbaum purchased the property over 15 years ago. He can't speak to the other parcels, or their owners, but he has always found this community to be very mindful and thoughtful about the type, nature and character of development and zoning, such that he has not developed the site in the time he has owned it. The right ideas have not come along. Mr. Weinbaum develops in Milford, Brighton, and Fenton. With all due respect to the homeowners, he hears and appreciates their comments; however, in every development he has done, he has heard the same refrain. The day after a project is completed, people are out riding their bikes and walking. The greatest pleasures of a good developer are that they develop something that is economically viable, serves the community, and is something that they can be proud of as in his particular case, this is not something they will build and leave and go off and do another thing. He is part of the southeast Michigan development community, and their reputation is very important to him. Mr. Weinbaum believes Staff has come up with a very proactive approach. He had no role in developing this, he watched from the sidelines as the Master Plan was developed in 2016-2017. He was approached recently and gave input. There are parts that could be refined further, but the idea that this is going to remain a park or forest is not realistic. There is a significant industrial area to the north of a subdivision. Mr. Weinbaum has developed a lot of industrial properties and the last thing he would want is to live south of an industrial building. There are trucks coming in and out, there is noise all hours of the day. There is a need for good quality, affordable, attainable housing in this community. He would encourage residents

to think through this. He appreciates Staff's thoughtfulness and thinks this is a good foundation for prospectively and holistically activating this whole section in a way that is going to protect the environment, retain quality woodlands and wetlands, and give an opportunity for everyone to be involved in a larger, grander plan.

Ali Ozbeki, who spoke previously, wished to add a comment. Chair Pehrson noted only one comment is permitted per resident during the public hearing. Mr. Ozbeki stated that he has a house that he would be happy to sell at a 20 percent discount of market value to Mr. Weinbaum.

Mike relayed he moved to Mandalay Circle in Novi a year ago. What drew him to Novi, as his neighbors have said, is the greenery, it's a special place. However, the writing is in front of us. What he does not like is driving down Grand River, seeing "Now Hiring" signs at places like Suburban Showplace and Kroger. There are a lot of developments that don't have staff. Day one, everything will be beautiful, there will be TV cameras and ribbon cuttings. What will happen a year down the road when the employees are not there anymore? There will be more help wanted signs, it's a vicious cycle.

David Landry, 45471 Kimberly Court, relayed he is representing members of the Joanne M. Ward trust who own the ten-acre parcel on the southeast corner of Grand River and Beck Road. The northern three acres are zoned B-3, the southern acres are zoned RA. Mr. Landry relayed the family has owned the parcel since the 1940's. Looking at a 1990 aerial, the houses and buildings shown were their family business. In fact, looking back at a 1949 aerial, the buildings shown were their family business, so they are very much invested in this property. Mr. Landry asks that the ordinance treat the southeast corner the same as the it treats the northeast corner; carve out the B-3. He has no objection to the RA piece being included in City West. This particular corner is unique in the sense there is a hospital right across the street, which is a very intense regional use. There are intense business uses to the northwest with a Home Depot along with the other businesses there. The northeast corner is carved out, with the bank and a Starbucks, a fancy gas station. This whole corner is a classic B-3 use, so he asks to be treated equally. Secondly, with respect to drive-thru uses, Mr. Landry previously drafted a letter to the Planning department and asked for it to be forwarded to the Planning Commission. He was concerned that the version of the ordinance he saw did not allow drive-thru for businesses. However, since the April 5th Planning Commission meeting, Mr. Landry is aware that the administration has amended a few things and recommended as a Special Land Use that drive-thru is included for retail, restaurant and pharmacy businesses. Mr. Landry is in support of how the Ordinance is currently worded that a drive-thru is a Special Land Use. Like all drive-thru's, there is a concern for adjacency, sound, traffic stacking, things of that nature and Special Land Use takes care of that. Mr. Landry concluded he is in support of the drive-thru aspect in the Ordinance and asks that recommendation be passed on to City Council and asks to be treated like the northeast corner with B-3 zoning.

Jeff Wainwright, 45799 Grand River, relayed that this address is his business, Paradise Park. It is a very family-based business, and he likes the idea of a lot of families and a lot of kids in the area. He wants to see the area of Grand River developed well that is west of his business. This ordinance has gone through an unbelievable amount of work to get to the point it is, and the Staff have tried to craft something that answers everybody's needs. It's never going to be perfect, but Mr. Wainwright, as an engineer, has a few suggestions that could answer some of the concerns brought up tonight. The setbacks are set in general against the residential area at 100 feet. In thinking about a setback in principle, a parking lot will not be any less attractive whether it is 25, 50 or 100 feet back. The issue can be resolved with proper berming, proper landscaping that can be added to the Ordinance. It does not need to be a 100-foot setback which is punishing to developers, who won't be able to develop at that setback distance. There are only 33 parcels in that sector, which is 133 acres, that averages 3 acres per parcel. A 100-foot setback on a 3-acre parcel makes it unbuildable. We need to give pause to that and come up with a solution for the residents when they look out their window see good landscape like what was done at Paradise Park. Mr. Wainwright compels the Planning Commission to give thought to this and send the Ordinance back for one more revision.

Megan Zatkoff, 50735 Chesapeake Drive, relayed she lives in Island Lake and wanted to bring up the issue of traffic and congestion in the area as it has not been mentioned enough. While she empathizes with the residents on Mandalay Circle and other nearby areas, traffic increasing to this area would be

detrimental to all nearby neighborhoods, down Beck Road, Wixom Road and Napier Road. They are already feeling the effects from nearby construction. That gives an idea of what would happen if this area becomes overly congested without a plan for the vehicles which typically now use Grand River as a thoroughfare. Are those vehicles going to start spilling over to Ten Mile? Where will they go when I-96 is backed up? Offer that as something else to consider, not only what do we do with the land, but what is the impact of traffic nearby.

Blair Bowman, owner of the Suburban Collection Showplace, relayed he is very proud of what he has been able to accomplish. After some assistance with tax abatements, they are one of the largest taxpayers in Novi. One thing that must be understood is this is not something that they have pushed in any way. They are certainly interested in seeing what is going to develop from this Ordinance process. If it's any consternation at all, removing the Showplace and the surrounding properties used to support it is fine, and concentrating more towards the west where the intersection and interchange is. Mr. Bowman does also represent some of the properties on the south side of Grand River and has met with the Asbury Park Homeowners' Association. He cannot commit to anything that is going to develop out of this Ordinance, he can only speak to what he would develop, and how he would develop the parcels immediately north of Asbury Park. Mr. Bowman referred to a plan that would preserve 98 percent of the wetlands, and most of the woodlands. The structures he would propose are a single-family residential townhouse style apartment community, immediately 100 feet north, but over 400 feet away would be the first three story style building. Mr. Bowman welcomes the opportunity to work with the residents only if and when we get to that point.

Andrew Mutch, 24740 Taft Road, relayed there were a few things that he recognized in going through the Ordinance that raised concerns for him. One of the things that stood out, while there have been changes since the initial draft, there are still areas where this Ordinance is deficient in comparison to comparable ordinances particularly in the area of adjacency to residential areas in terms of setbacks and buffering. For example, the building setback requirements, while they have been increased, are still less than what is required for I-1, RM-1 or RM-2 which would be a minimum of what we would want. Those building setbacks are absolute, so it's not a matter of how tall the building in RM-1 is, it's setback 75 feet. In the case of this Ordinance, if you have a building that is not as tall, you can move it closer to the property line potentially increasing the impact on adjacent residential properties. We need some clarity on what constitutes residential, as there are other uses permitted in this that are traditionally listed in residential land use category such as live-work, daycare centers, and private schools. If these are considered residential uses, then the non-residential setback does not come into play. Those uses could be a lot closer to residential property lines than otherwise might be allowed. Another area lacking compared to other zoning districts is the open space requirement. This Ordinance requires 150 square feet per unit, every other district, such as RM-1, RM-2, TC, TC-1 where we have these kinds of more urban residential areas, require 200 square feet per unit of open space. Why are we cutting back here compared to other areas in the City? Another thing that has been reflected in many of the comments tonight is the impact on natural features and resources. The Ordinance and all the material that has gone out with that talks about the importance of conservating natural resources, yet we get these concept plans that show the areas being blown away. Reading through the City West Ordinance language, there is nothing in there that protects woodlands and wetlands beyond what our Woodlands and Wetlands Ordinance does today. Mr. Mutch does not have confidence that those Ordinances would be enforced in a way that would protect those areas in a meaningful way. Mr. Mutch believes that there needs to be substantial language in the City West district if adopted, that protects those areas because that is what is being counted on to help buffer those adjoining residential areas. While berming helps, it does not replace mature trees. There is a lot more work to do with this if it goes forward, and Mr. Mutch hopes the deficient areas get addressed.

Matt Heinz, 24551 Kingspointe, relayed many of the residents have done a phenomenal job sharing their concerns, and the Staff has done a lot of work putting this plan together. One thing that has not been discussed is there is a big difference between the woodland permit that was heard prior to this which was a very specific plan, with the outcome being option A or option B to have trees replanted or not. One of the largest deficiencies of this proposal being discussed at length, is there is not much defined. There are suggestions of initiatives related to sustainability or other mentions to be environmentally friendly and energy efficient, but much of the language in the proposal is "might", "should", "mostly". If you were to

ask anyone here what this is going to look like, there would not be a clear projection. To vote on something that is not clear on what it will be could lead to a terrible mistake. This needs to be much more fleshed out and developed into a concrete plan.

Natalie Jocz, 45144 Nine Mile Road, relayed even though she lives far from the proposed City West district she has concerns as a Novi resident. The first concern being the height of the buildings, which would be taller than the local hospital or mall. It is concerning that the residents who are living nearby are not being listened to. If this were to be approved, Ms. Jocz would hate to live near a ten-story building. Another concern is talk of lowering the speed of Grand River as that is a four-lane road, in some parts five-lane. How can the speed be lowered when there is so much traffic that goes through there? As has been mentioned, we need to look at the traffic and where that flow would go. Before we do that, we really need to look in more detail at this project.

Seeing no other participants, Chair Pehrson closed the public comment. Member Lynch read the written correspondence:

- Support from Thomas Meyer
- Objection from Paulette and Louis Alioa
- Letter from David Landry representing the trust of Joanne B. Ward
- Objection from Rafael Barkas and Kasia Barkas
- Objection from Khurram Abbas
- Objection from Giles McGill
- Objection from Alex and Lisa Ljucdjonaj
- Support from Novi Mile, LLC/Mark Weinbaum
- Support from WixMix LLC, Jeffrey Heyn
- Support from Central Park, LLC/South Grand Equities, LLC/Nobe Property Group, LLC/Nobe II Property Group/Peter Scodeller
- Support from Grand Beck Venture Group, LLC/Servman, LLC/Blair Bowman
- Support from Blair Bowman
- Objection from Bijan Sedghi
- Objection from Jason Wright
- Objection from Kelly Kasper
- Objection from Annett Hoermann
- Objection from Joe and Jennifer Patton
- Objection from Michael McDougal
- Objection from Swanand Dhayagude
- Support from Mary N. Frankfurt and James M. Frankfurt
- Objection from Claire Smith
- Objection from Charles Smith
- Objection from Surabhi Sardesai
- Objection from Lauren Santeiu

Chair Pehrson closed the audience participation and turned the matter over to the Planning Commission for consideration.

Member Lynch relayed it is his understanding that Staff got the assignment four years ago to do something with the mishmash of parcels on Grand River. First, when Member Lynch first looked at this project…

Member Avdoulos offered a clarification that this is not a project or proposal, it is a rezoning of a large piece of property. We are looking at a district, and at a text amendment for the whole area. To clarify, we are not approving a specific project, as that seems to be where there is a lot of confusion.

Member Lynch relayed in terms of the rezoning, as he brought up in the past, Grand River Avenue right now is four and five lanes. His advice to City Council would be they might want to take a look at a traffic calming proposal that came up a few years ago where boulevards were put in. Similar to Van Dyke, it calmed the traffic to a point where it would be appropriate in this district. Member Lynch also relayed he had initial concerns with the proposed height. His understanding is in the Ordinance the height will be a maximum of eight stories on the north side. City Planner McBeth confirmed that a maximum of eight stories

will be allowed on the north side, only if they apply for and receive the additional bonus stories.

Member Lynch inquired as to his understanding that we are allowing vertical development to preserve more of the wetlands and woodlands. City Planner McBeth confirmed that is one of the purposes.

Member Lynch referred to the references made to Southfield, and stated we need to be careful about that, but he can only advise City Council. Novi has its own character. Something needs to be done to put uniformity there – looking at the various zones south of Grand River there are quite a few parcels that are currently zoned industrial, so if someone wanted to come in and put in, for example an extrusion business, they could.

City Planner McBeth stated that is correct, everything that is permitted in the Light Industrial district, which is the majority of the parcels on the south side, except for the residential and office to the west, could be built there under the current zoning.

Member Lynch inquired if there were industrial uses in the proposed zoning change. City Planner McBeth confirmed there are no light industrial uses included in the new Ordinance. The existing light industrial uses that are there would be grandfathered in, until they decide to move. When someone else comes to develop the property, it will be under the new Ordinance.

Member Lynch inquired as to what the current setback is on the south side of Grand River adjacent to the residential area. Senior Planner Bell relayed that in the current I-1 district nonresidential uses must be set back 100 feet. In the proposed City West district, nonresidential uses would maintain the 100-foot setback. Residential uses, like a townhouse, would be limited to 35 feet in height and for every foot of building height, the building would have to be set back two feet from the property line. Member Lynch confirmed his understanding that the new district doesn't change the current setbacks and berming, but improves it in some areas. Senior Planner Bell confirmed this what we've attempted to do.

Member Lynch inquired how many different property owners there are in the proposed district. Senior Planner Bell stated that there are 54 properties, some owners own multiple properties.

Member Lynch relayed he appreciates the work that has been done and he thinks it best overall to have an overriding zoning district although a concern was the permitted building heights. This would be a perfect opportunity to implement a traffic calming plan on Grand River, and make it more attractive, very similar to what was done on Beck Road between Five and Six Mile Roads.

Chair Pehrson added we are not suggesting any design standards other than what is in the manual. There is a hope that all the parcels will become uniform, and at some point, we address the traffic.

Member Becker relayed that our job is to listen to everyone in the City. Whenever an opinion is expressed to the Planning Commission and they do something contrary to the opinions expressed, it does not mean that they didn't listen and consider the opinions.

Member Becker referred to comments made regarding why the City does not go back and try to redevelop West Oaks or Main Street. The City doesn't develop property, and the City does not go in and help a business succeed or fail or replace a business. The City decides what business fits the zoning.

Member Becker relayed it is often remarked that one way to preserve green space and open land is to build up and not out and some of the suggestions in the proposed Ordinance would allow for that. As was pointed out, all the industrial zoned properties could take away all the trees with a parking lot and industrial building that will never look as nice as a well-done residential building. There are setbacks which allow for trees to be maintained, and probably a lot less lighting than there might be in some industrial settings. What this proposed zoning district is actually doing is trying to protect some of the features that the residents have mentioned. As Member Becker is frequently bent on asking, would the Asbury Park residents consider how many trees and wetlands were taken away to build their homes?

Member Dismondy relayed that his understanding is that the City's mission here is to activate a part of

the City that is aging. The average life of the properties along that stretch is 43 years. Industrial hasn't taken root in that corridor to date. As City employees, the staff are looking to make the City a better place and come up with progressive ideas with best practices from around the country. That's what we saw today, which was years of work to come together. Inevitably, we feel like we see it too late to have an opinion, which is what we are experiencing tonight. This wasn't done hastily by any means. There are things to it that Member Dismondy likes very much and some things that he does not think will work without further revision, namely the speed of traffic. Member Dismondy does not think he is ready to make a decision on the outcome but will wait to hear from his colleagues on the Commission.

Member Verma relayed listening to the public and in the written correspondence there are so many positives and negatives brought forth as well as ideas that have come. Member Verma would like to wait for another ten to fifteen days to combine those thoughts with what our Staff has already presented.

Member Roney relayed he has been on the Implementation Committee and has seen this for the last couple of years, and thinks it has exciting potential. It's not a proposal, we need to yet see the proposals. This is opening the possibility for developers to start talking about what they can do in that area. Member Roney likes the proposal and supports it. He appreciates Member Lynch addressing the setback concerns and is glad to hear they are not different than what they are today. He would rather have something like what this vision is than have a manufacturing plant in his backyard.

Member Avdoulos relayed this is not a project nor a proposal. It is taking an area, looking at how it is currently zoned, then thinking about what potential projects can go there and rezoning it to allow some flexibility and allow interesting projects to come in. It is up to the developers to come in and show us what they are thinking. Just like the gentleman said earlier, the woodland permit was one project that came forward on one site and asked for the removal of eleven trees. In the same way with this area, any project that comes in has to go through the planning process, has to go through site plan approval, has to follow all the ordinances, and has to maintain wetlands and woodlands. Right now, the majority of the properties are zoned residential, which means someone could put up a light industrial building that is 100 feet abutting residential.

Any project still must follow all the other requirements we have for all other projects. The concern with the height, as City Planner McBeth indicated there are requirements for that. The tallest buildings will be on the north side of Grand River. The heights on the south side of Grand River for residential are a minimum of two stories and a maximum of three stories. If there are mixed use, then four stories are permitted on the south side and five stories are permitted on the north side. These are just ideas, there are no planned projects yet.

For a frame of reference, the nearby hospital is seven stories to the top of the penthouse. It is actually closer to eight stories because hospitals are allowed a higher floor to floor height on the first couple of floors. There wouldn't be anything taller than the hospital in the City West district.

What this whole process is looking at doing is not dictating what should be built here, but allowing some flexibility for developers. At some point, these properties are going to be developed. The City wanted to put something together to help guide that so it does protect the residents who are close to Grand River. The document was driven by maintaining the wetlands and woodlands. Member Avdoulos has been on the Planning Commission long enough to see how diligent the City is to help maintain that. That is why a lot of people move to the City as has been indicated. As a resident of Novi for 30 years, Member Avdoulos has seen it develop much better than a lot of cities. This document has a lot of work put into it and is improving what we currently have on the boards. We are not saying what goes in there, we are just zoning it to give flexibility to developers who want to build there.

Chair Pehrson relayed he agrees with much of what's being said. This is to drive a conceptual idea that has to be brought forward by whomever the developers are. As mentioned, some of these properties have been sitting fallow for 43 years. This is not something that is going to happen between now and next month. There are properties that are going to have to be adjoined. All the plans brought before the Planning Commission need to go under the same scrutiny relative to all things such as setbacks and woodlands. What we are looking to do here is to create something as uniform as the Town Center when

that was developed. Most of the development will be abutting Grand River, not be sitting in the backyard of the residents. As individual projects come to the Planning Commission, they will make the hard decisions as to whether that particular application has the correct setback and intent for the given area. As has been stated, we are not building another Southfield. The max height on the north side will likely be five stories, and 35 feet on the south side. This is to create flexibility, so we can help developers come forward with their best ideas. What we are trying to do is give those who want to invest in the City of Novi the opportunity to do that within some guidelines to this specific design standard. We hear everything said about setbacks and the applicability of safety and what that means. There are certain things we have no control over, we can ask for with inside the plans certain lighting conditions, certain exit gates to prevent people from wandering into neighborhoods. Just because we vote a certain way, doesn't mean we are not listening. Chair Pehrson appreciates everyone's input and really appreciates the respect given the Planning Commission and hopes that we afforded the same to you.

Motion to recommend approval to City Council to adopt the City West district into the Zoning Ordinance made by Member Avdoulos and seconded by Member Lynch.

In the matter of Text Amendment 18.296, motion to recommend approval to City Council to adopt the City West District into the Zoning Ordinance as shown in the draft amendment for the following reasons:

1. **The 2016 Master Plan for Land Use recommended the creation and adoption of a new zoning district for this area of the City in order to foster redevelopment of underutilized parcels, and to create a vibrant, walkable, mixed-use district,**
2. **The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing more flexible development standards for a unique area of the City,**
3. **The Master Plan for Land Use objective to support and strengthen existing businesses and attract new businesses is fulfilled by allowing existing businesses to expand and creating new development opportunities in a mixed-use environment,**
4. **The Master Plan for Land Use objective to provide a wide range of housing options is supported as the new district allows residential use in a mixed-use setting,**
5. **The Master Plan for Land Use objective to develop the City West/Grand River and Beck area in a manner that supports and complements neighboring areas through the use of setback and height restrictions to provide buffers to single family districts, and**
6. **It provides an opportunity for long-standing businesses to remain at their current location.**

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL TO ADOPT THE CITY WEST DISTRICT INTO THE ZONING ORDINANCE AS SHOWN ON THE DRAFT AMENDMENT MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.

Motion carried 7-0.

3. **CITY WEST ZONING MAP AMENDMENT 18.741**
   Public hearing of the staff-initiated request for Planning Commission's recommendation to City Council regarding the rezoning of property in Section 16, located east of Beck Road, west of Taft Road along both sides of Grand River Avenue from OS-1 (Office Service), RA (Residential Acreage), I-1 (Light Industrial), B-3 (General Business), and OST (Office Service Technology) to CW (City West). The subject properties total approximately 250 acres.

Senior Planner Lindsay Bell relayed historical photos of the area show the land was largely agricultural fields and orchards in the 1940s. When I-96 was constructed in 1957 there was a highway rest stop until the Suburban Collection Showplace was constructed in 2005 in its location. The Fairlane Motel appears to have been developed on the north side of Grand River in the 1950s, and is still open today. By the 1970s there was greater industrial activity in the area, including the Wix-Mix concrete plant, trucking operations, outdoor storage yards, various industrial buildings, and a gas station near the intersection of Beck and Grand River. Over the last 20 years many of the remaining homes and vacant structures have been torn down after falling into disrepair, and the properties have not yet redeveloped. As stated in the 2016 Master Plan, "Many sites are underutilized, disused or vacant."

Approximately 144 acres are north of Grand River Avenue with 21 parcels included. The majority of the area, 128.13 acres, is currently zoned OST Office Service Technology. There is an EXO Exposition Overlay District over a 55-acre portion of the Suburban Collection Showplace property. Approximately 14.06 acres are zoned I-1 Light Industrial. A mix of offices, industrial and manufacturing businesses, and vacant properties are present on either side.

To the south of Grand River Avenue, the City West area is recommended to include all of the parcels between Beck Road and Taft Road. These properties are currently zoned OS-1 Office Service, I-1 Light Industrial, B-3 General Business, and RA Residential Acreage.

There are some significant areas of wetland in the southern portion of the district. Preserving those wetlands would help to provide natural buffers between the City West developments and the residential districts to the south.

Of the existing structures in the area, the average age is 43 years, with many built between 1967 – 1978. Excluding a few building additions, only two new projects have been developed over the last 10 years: PetSuites (2020) and Beck Plaza, which contains the Starbucks (2016). During this same period development has not lagged in the rest of the City.

The number of permitted uses under I-1 zoning is limited when adjacent to single-family districts, which may have contributed to the lack of investment in this area. Restaurant uses in the I-1 district are only permitted in limited circumstances, so the existing restaurants south of Grand River have been non-conforming uses and have not been permitted to expand or make desired improvements such as adding covered outdoor patio areas. The expense of extending public utilities may have also discouraged new development.

Approximately 110 acres in the district are vacant or have a non-conforming residential use. Parcels developed with industrial uses that are not consistent with the desired future use for City West make up a total of about 32 acres. Development nearby in the corridor includes destinations such as Ascension Providence Hospital System and Suburban Collection Showplace, which are significant economic drivers in Novi, providing jobs and bringing in visitors. Commercial uses have developed by the I-96 interchange at Beck Road north of Grand River.

You may notice that the boundaries for City West have changed from what was recommended in the 2016 Master Plan. On the north side, the Implementation Committee agreed with staff that the small parcel east of Taft Road next to I-96 did not seem to be necessary to include, and the drive-through uses just east of Beck did not seem to fit with the vision for City West. On the south side of Grand River, leaving the eastern half toward Taft Road planned for Industrial did not seem to make sense given one of the main pedestrian crossings between north and south is at the main entrance to the Suburban Showplace. Many of the existing uses in that area also were not incompatible with the uses permitted in the proposed district. Meetings with some of the landowners in that area confirmed that they would like to be included in the district. The Implementation Committee agreed that the district should be extended all the way to Taft Road.

As mentioned previously, staff sent mail notifications to landowners of all 54 parcels subject to the rezoning, and by providing a feedback form on the City website. All the responses we received from landowners within the district have showed positive support for the rezoning.

Staff recommends approval of the proposed Zoning Map Amendment for the following reasons:

- The requested zoning is in generally in compliance with the Master Plan for Land Use, which recommends the establishment of the City West district, as a vibrant, walkable, mixed-use district.

- The requested rezoning would help further the objective of providing a wide range of housing options.
- The requested rezoning would help retain and support the growth of existing businesses and attract new businesses to the City of Novi.
- The requested rezoning would further the objective of developing the City West/Grand River Avenue and Beck Road area in a manner that supports and complements neighboring areas.

The Planning Commission is asked to hold the public hearing on the zoning map amendment and consider making a recommendation to the City Council regarding the rezoning. Staff is happy to answer any questions you may have.

Chair Pehrson opened the public hearing and invited members of the audience who wished to participate in the public hearing to approach the podium.

Mike Duchesneau, 1191 South Lake Drive, relayed he has attended many of the meetings that led to this proposal from the Master Plan update and would like to say that resident's concerns have been discussed in those meetings. The Staff has done a good job considering residents' input, concerns about traffic, and limiting curb cuts. The proposal tends to encourage larger parcels of property to be combined so there is not a hodge podge of one ups. The meetings are ongoing and are monthly. Residents should be voicing their concerns there where changes made as has happened in the meetings Mr. Duchesneau has attended. His reason for being involved in the first place is due to the 2016 Master Plan which adversely affected him in many of the same ways as was discussed and mentioned here today.

Resident (name not discernable), Asbury Park, relayed some of the things he is hearing from the Planning Commission is what they are offering is better, and maybe it is, however he would like to let everyone know that the Light Industrial zoning limits height to 25 feet, whereas the City West zoning allows multiple stories. The residents understand the setback is the same, but the height is a concern. There is an existing building, Screenworks, zoned in I-1, and there has never been a problem.

Blair Bowman, relayed he has a question regarding buffering. Along the common property line there is a 30-foot easement where the City installed a sewer line many years ago. If it is possible, that area might offer an opportunity for a developer to plant replacement trees along the easement. This would create a nice additional buffer, using the existing area there that is within the 100-foot setback and enhancing that by planting in the easement. The question is can you plant in an easement? Mr. Bowman pledges again as this rezoning progresses, and if this is something that does come to a reality, he is happy to meet with the homeowners association to go over plans and whatever they can do to enhance the screening and buffering.

Chair Pehrson closed the audience participation and turned the matter over to the Planning Commission.

Member Lynch relayed after getting the package on Friday, he drove through the surrounding neighborhoods. He gets the feeling most people are not aware how much industrial is currently there and is glad to hear we are not making it any worse than it currently is. In fact, Member Lynch would prefer to see a lot less noise and light intensity being put into the area over what it is currently zoned for. Member Lynch, putting himself in the resident's shoes who live nearby, would not want to see an extrusion plant in his backyard.

Member Roney referred to Mr. Bowman's question regarding planting in an easement. City Engineer Ben Croy relayed that in general it is not good practice to plant in an easement. There will be some opportunity to look for that. Generally, we try to keep trees off of the area directly over the main and in this particular area there is no road nearby so if we have to get equipment back there, we have to drive along the route of the sewer. As long as it is not restricting maintenance access, there may be an opportunity to plant some trees in the easement.

Member Roney remembers discussing during Implementation Committee meetings the northeast corner and why it was excluded, but the Committee did not discuss the southeast corner. If this is moved forward,

is there a way to suggest City Council consider whether that corner should have the same consideration as the northeast corner. City Planner McBeth relayed that it is a good idea to forward that recommendation to City Council and include that there are a couple of pieces we don't have a lot of information on, however Staff is happy to go back to the land owner for additional information.

Member Avdoulos relayed as Member Roney indicated, he is also on the Implementation Committee, and they have been looking at the City West rezoning for some time. All the meetings are open to the public. Our diligent citizens who attend the meetings look out for not only their area but also are good at making sure the Committee keeps residents' thoughts and concerns in mind. Member Avdoulos is a practicing architect by profession and works on a lot of urban projects. He would like to reiterate that the idea was not to create something that would be a hardship to the area but create something that would provide good opportunities and would help existing businesses.

Member Avdoulos relayed it was his understanding that this rezoning would allow Gatsby's to have outdoor seating, which is not currently allowed based on existing zoning. City Planner McBeth confirmed that Gatsby's would like to make some improvements that would expand beyond their existing seating and add a canopy and other improvements, so they are excited that this may be moving forward. Member Avdoulos said we want to create opportunities like this and help support our local businesses. There is an instance when we were working on the Adell Center, and anyone who has property can develop their property, there was a lot of back and forth, through the process we were able to have an open space provided. That is what we are looking for in this area.

Member Avdoulos wants to let the citizens know we are not looking at this cavalierly, but with a lot of information. The Staff has been doing a phenomenal job of putting this together, there were two site visits in Indiana to look at similar plans. We held two Open House meetings where we looked at the Master Plan and this is one of the areas we looked at.

Motion made by Member Avdoulos to recommend approval to City Council to rezone the subject property and seconded by Member Lynch.

In the matter of Zoning Map Amendment 18.741, motion to recommend approval to City Council to rezone the subject property from OS-1 (Office Service), RA (Residential Acreage), I-1 (Light Industrial), B-3 (General Business), and OST (Office Service Technology) to CW (City West) for the following reasons:

1. **The 2016 Master Plan for Land Use recommended the creation and adoption of a new zoning district for this area of the City in order to foster redevelopment of underutilized parcels, and to create a vibrant, walkable, mixed-use district,**
2. **The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing more flexible development standards for a unique area of the City,.**
3. **The Master Plan for Land Use objective to support and strengthen existing businesses and attract new businesses is fulfilled by allowing existing businesses to expand and creating new development opportunities in a mixed-use setting,**
4. **The Master Plan for Land Use objective to provide a wide range of housing options is supported as the new district allows residential use in a mixed-use setting,**
5. **The Master Plan for Land Use objective to develop the City West/Grand River and Beck area in a manner that supports and complements neighboring areas through the use of setback and height restrictions to provide buffers to single family districts, and**
6. **It provides an opportunity for long-standing businesses to remain at their current location.**

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL TO REZONE THE SUBJECT PROPERTY FROM OS-1 (OFFICE SERVICE), RA (RESIDENTIAL ACREAGE), I-1 (LIGHT INDUSTRIAL), B-3 (GENERAL BUSINESS), and OST (OFFICE SERVICE TECHNOLOGY) to CW (CITY WEST) MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH.

Motion carried 7-0.

EXCERPT FROM THE CITY COUNCIL MEETING MINUTES JULY 10, 2023

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, JULY 10, 2023 AT 7:00 P.M.

Mayor Gatt called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Gatt, Mayor Pro Tem Staudt, Council Members Casey, Crawford, Fischer, Smith, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Thomas Schultz, City Attorney

APPROVAL OF AGENDA:

Mayor Gatt added to Mayor and Council Issues "Garage Sales".

Mayor Pro Tem Staudt added to Mayor and Council Issues "Landscaping and Fiber Conduit in Meadowbrook Glens".

CM 23-07-085 **Moved by Fischer, seconded by Casey; CARRIED UNANIMOUSLY**

To approve the Agenda as amended.

Roll call vote on CM 23-07-085 **Yeas: Staudt, Casey, Crawford, Fischer, Smith, Thomas, Gatt**
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS: None

MANAGER/STAFF REPORT:

City Manager Cardenas thanked everyone for coming out that evening for the reception, it was very nice to see everyone and let them know by residents coming out to celebrate this new chapter. He looked forward to these next multi decades to be here in the City. He appreciated everyone's support.

Mr. Cardenas said the Great Lakes Water Authority (GLWA) has been working on many different projects to create a redundant loop. He mentioned we have seen the closure of Meadowbrook Road just north of 12 Mile Road and we have some construction on 13 Mile Road as they are laying in a new 36 inch pipe that is going to help redundancy in our water network. He stated we were assured last year that it would be done in May. He said we are hearing specifically that Meadowbrook and 12 Mile is going to go on until next May. They have run into some engineering issues. He said as you go north, they are making that pipe make the turn on to 13 Mile Road, he noted currently it is two-way traffic. He said we have been told, starting next Monday, they are going to make that one way going east. He commented that the Great Lakes Water Authority has been in contact with us, and we have shared our discouragement and our dismay about these

new changes and the time this is taking. He said they were sending out a communication piece explaining it to the residents of that area and hopefully even the residents that go to the Walled Lake Schools in that area as well to explain what is happening. He stated there will be a meeting with Brightmoor Church, Fox Run, Walled Lake Schools and Crosspointe Meadows. He said they have all felt the pain of these closures. He said it is not the most ideal situation in the world and we must share that with them. He said they have been meeting weekly with Sheryl Walsh-Molloy, Jeff Herczeg, Jordan McBee, and with our team meet with on the site individuals weekly to talk about what is going on. He said unfortunately, the goal lines continue to move backwards, and they apologize profusely. He said he would be happy to answer any questions and if there is more information get it back to you if you need it.

Mayor Gatt thanked Mr. Cardenas for the report. He said he was going to let the whole Council weigh in, but he was going to go first and just say that it is unacceptable. He said it is unacceptable that Meadowbrook Road has been closed for a year, and now they want to close it for another year. He said that impacts all our residents, but especially the thousand plus people who live at Fox Run and their workers who need to get their emergency services who need to get there. He said we have a brand-new school that just opened on 13 Mile Road, and this is impacting them. He understood the importance of the Great Lakes Water Authority doing this. He understood it is a major utility and water we have been having some bad experiences in the last couple of years with some water main breaks out of Novi that apparently this is going to fix. He said the citizens in Novi should not have to look at another year of being subjected to not going up and down a road they are paying taxes for. He believed that the Great Lakes Water Authority should be told and maybe our attorneys can get involved. He did not know if we have a legal standing, but he would like to at least attempt. He said they are not loaning their greatest effort to this project. He said they should be working 24/7, they should be doubling their workforce. He said there is no way that he could imagine a job like that taking over two years to put the citizens of this city in jeopardy. He said it is jeopardy, that people in Fox Run deserve better, the people at the school deserve better, the people down 13 Mile Road deserve better. He said he knew there are hundreds, if not thousands of people that use Meadowbrook Road from the south to get up to 12 Mile Road to get up on the freeways. He said it did not make sense to him that it would take this long. He asked Mr. Cardenas to get with City Attorney Schultz and his firm. He said if there is a firm that specializes in this sort of thing, perhaps we want to put them on board, but he said we shouldn't just take it from them saying well, we are sorry. He said sorry does not cut it at this point, not after a whole year.

Member Thomas expressed the same disappointment, especially living in the area. She said north of 11 Mile Road is closed, there is only one place to get out and that is Grand River, and it is filled with all the traffic from 10 Mile Road, can we finish a section before we rip up another road. She said it was frustrating. She said in her area, there are not as many people, but you cannot get to Tollgate Farms, and that is a gem of the community that we are not able to utilize for such a long time. That is incredibly frustrating. She wondered if they could finish a section before they move on so that everything is not closed at the same time.

Member Smith agreed with the previous speakers. He said he works off Meadowbrook Road between 12 Mile Road and 13 Mile Road, so he has not been impacted as badly as the people between 11 Mile Road and 12 Mile Road. He said it is challenging for our people to get into work sometimes, especially this last week. He thought that anything we could do to get Great Lakes Water Authority (GLWA) get that watermain finished would be great.

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

David Landry said he was representing the Joanne Ward Trust and he wanted to speak briefly on Item No. 2 on the Agenda, which is the proposed Zoning Map Amendment for City West. He stated the Ward Family Trust owns the property on the southeast corner of Grand River Avenue and Beck Road. Mr. Landry said the actual corner of the intersection is zoned B-3. He said his client owns three acres currently zoned B-3. He explained that south on Beck Road there are seven acres that are zoned R-A, we have no objection to the inclusion of the R-A portion. He said on the corner of Beck and Grand River on the southwest corner is Ascension Providence Hospital zoned OSC, and on the northwest corner is Home Depot Plaza zoned B-2 and on the northeast corner is a bank, zoned OSC, all commercial, it would, in his mind only be consistent to include the southeast corner and leave it as B-3. He said the intent section of the proposed City West ordinance states that the intent is to create a corridor of buildings massed along Grand River Avenue. He commented that there is nothing mass on the north side of Grand River Avenue, because there isn't, in his mind be consistent to mass buildings, it would be inconsistent, and it would just be lopsided. He said they supported City West for the seven acres to the south, but as far as the actual southeast corner, it has been zoned B-3 forever. He stated they were there to simply as the City Council for consistency purposes, it is a commercial corner, and they would ask them to leave it.

Joe Bertera, 130 Rexton, Lake Wall Subdivision, Novi. He said he has been here multiple times talking about the Lakefront Protection Ordinance. He missed the last meeting, so today he wanted to talk about the Lakefront Protection Ordinance from the City Council Minutes from 1986 which he presented on the overhead screen for the audience. He read certain sections because he was not sure what the city attorney is really telling you and what he is not telling you. He said you could see here in Ordinance No. 86-18.20 which is how this was referred to back in 1986. He read verbatim from the previous city attorney from David Freed in 1986. He said this is where several lake area residents in the audience were concerned regarding their own access to Walled Lake. He stated that the person who owned his house previously submitted a letter which he showed at a previous Council meeting, talking about his 1919 Subdivision which he also mentioned which is Lake Wall Subdivision and using our lake access lot access was given to them as part of their deed which he already brought up in other meetings, he had concerns about this Lakefront Protection Ordinance. He said Mr. Freed stated, "That this ordinance does not have any application to existing subdivisions or multiple dwellings." He said he quoted the ordinance where it indicated no parcel of land shall in the future. He noted

he could not read the rest of that because somehow the document had been lost or destroyed by the city. He commented the city attorney in 1986 said this does not apply to existing subdivisions, which is what he has been telling you for the last eight meetings that he has attended. He said the second part says Mayor Karevich stated, "that the word hereafter or something else would have to be put in the safe future development into the Lakefront Protection Ordinance which we know it is about future development", but now you are trying to say that it applies to our 104-year-old subdivision. He reiterated that we could see that the city attorney in 1986 said this does not apply to existing subdivisions. He said the mayor said we need different wording inserted into the into the ordinance stating, you know, into the future, which is exactly what he has been saying all along. He said if you fast forward to 2007, our current City Attorney, Tom Schultz, Mr. Bertera wondered what he said about this ordinance. He said the current attorney said in 2007, "to our knowledge, the City has not applied this provision to Lot 12 or similar properties around the lake whose use in development predated it." Mr. Bertera said now you have two city attorneys that said the same thing that he has been saying for eight City Council meetings.

Khurram Abbas congratulated Victor on his appointment. He said he lived in Asbury Park subdivision and was on the Asbury Park Homeowner Association. He mentioned they had many Asbury Park residents that attended the Planning Commission meeting and voiced their concerns associated with the City West zoning proposal, particularly regarding the proximity of the south part of City West. He stated the concerns range from environmental impacts to noise related concerns. He said many other residents of Novi showed up or wrote about valid concerns about the proposal in general, mostly stemming from the massive amount of development that the project incurs. He hoped to see the City Council go over the audience comments in meetings, meeting Minutes from the Planning meeting in May. He stated during the Planning Commission meeting, it did not appear to him that the Planning Commission members were well informed of what the project entails. He said they were asking a lot of vague questions during the discussions. He said some of them were somewhat receptive about the overwhelming concern from nearby residents and one more time to review the details, but still unanimously voted to recommend this proposal for approval with the City Council. He stated some of them made comments to justify the recommendation by telling them that we had to cut trees in our subdivision as report, which by the way is not true. He stated that they claim that the rezoning would be better for them without being informed on what the existing setbacks and height limits apply to the existing I-1 Light Industrial zoning that is in place right now north of their subdivision. He spoke for all the residents of Asbury Park when he said their homeowners are extremely disappointed by the Planning Commission's lack of consideration. He said they were hoping to have the Planning Commission at least advise some modifications to the proposal for the city where southside by ensuring that the setbacks and height requirements for the existing won't be retained which would be 200 feet setback and two to three story maximum for the residential units. He hoped the City Council, unlike the Planning Commission, would do the right thing and take the residents' concerns into account. He said there seems to be a growing disconnect amongst Novi residents with all the development particularly the dense residential proposals and it

would be in their best interest to address those concerns adequately before voting to approve or reject this proposal. Thank you.

Eddie Hesano said he was the proprietor of Eddie's Walled Lake and a Novi resident at 1359 East Lake Drive, Novi. He mentioned they are on the Agenda for our Firework Show, which is the Walled Lake and Novi Community Firework Show. He said this is a show for us and for our families that we can enjoy, he was very pleased that it is on the Agenda and that it will come into fruition. He said Novi is looking better and better every day, he has been here since 1995. He thought Novi was doing a spectacular job. He said he knew a lot of people that work for the City, and they are amazing. He wished he had that in his city where he worked.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 23-07-086 Moved by Crawford, seconded by Casey; CARRIED UNANIMOUSLY

To approve the Consent Agenda as presented.

A. Approve Minutes of:
June 26, 2023 - Regular Meeting

B. Enter Approval to purchase Courts and Law Enforcement Management Information System (CLEMIS) and Fire Records Management System (FRMS) fees and services from Oakland County for the 2023-2024 fiscal year in the amount of $61,060.

C. Approval to purchase a 2024 Ford Expedition vehicle for the Novi Police Department from Lunghamer Ford of Owosso, LLC through the Macomb County cooperative purchasing contract, in the amount of $61,851.

D. Approval to award engineering services to Spalding DeDecker to evaluate the City's existing surveying benchmarks in the amount of $27,500.

E. Approval to award engineering design services to AECOM for the design of the southern portion of the Lakeshore Park Parking Lot Reconstruction in the amount of $36,345.66

F. Approval to award condition assessment services to Pure Technologies for inspection of PCCP water main, in the amount of $61,700.

G. Approval of a Street Light Purchase Agreement with Detroit Edison Company for the installation and ongoing operation cost of seven (7) standard streetlights at six (6) intersections along Ten Mile Road between Meadowbrook Road and Haggerty Road.

H. Approval of request for Fireworks Permit by Eddie's Barrel of Wine to be operated by Gen-X Pyrotechnics, on Saturday, July 22nd, 2023, on Walled Lake.

I. Approval of a Resolution to close the westbound of Grand River Avenue from Taft Road the to 46850 Grand River Avenue for the 2023 Michigan State Fair 5K Run from 7:30 AM to 9:15 AM on Saturday, September 2, 2023.

J. Enter Executive Session immediately following the regular meeting of July 10, 2023, in the Council Annex for confidential written communication for legal counsel and to discuss Union negotiations.

K. Approval of claims and warrants – Warrant 1135

Roll call vote on CM 23-07-086 **Yeas: Casey, Crawford, Fischer, Smith, Thomas, Gatt, Staudt**
Nays: None

MATTERS FOR COUNCIL ACTION:

1. **Consideration of Zoning Ordinance Text Amendment 18.296 in order to establish the new City West zoning district, along with associated ordinance changes to reference the new district, and to amend text related to the EXO District, to reflect an underlying zoning of CW - City West. Establishment of the City West District was recommended by the 2016 Novi Master Plan Update to create a vibrant, walkable mixed-use district in proximity to the Suburban Collection Showplace and Ascension Providence Hospital. FIRST READING**

City Manager Cardenas stated this has been a project that has been in the works since 2016. He said as the Mayor mentioned in the reading of the motion sheet, this is the first reading. He explained the timeline that we have, and Lindsay Bell is going to present to you a comprehensive presentation on what City West is all about. He said this started back in 2016, 2017 in terms of different actions by the Planning Commission. He mentioned as stated this was to help it create a vibrant area in and around Ascension Providence Park and Suburban Collection Showplace along the stretch of Grand River from Beck Road to Taft Road. He mentioned there have been many different points that we have interacted and talked about in terms of hiring consultants, implementation of committee reviews, and it is finally coming to Council for your consideration, in two different meetings. He said there will be a Text Amendment and Zoning Map which is the item after this, again, only a first reading.

City Planner Lindsay Bell explained the 2016 Master Plan established a vision for the creation of a new district called City West. She quoted from the Master Plan "This area offers the potential for the creation of a prominent new district combining entertainment, convention, commercial, office, and residential uses in a cohesive, high-density, walkable pattern..."

Ms. Bell stated the challenge for staff over the last 4+ years has been to craft an ordinance that would allow, support, and encourage that vision to become a reality. She said it was exciting to be here with you tonight to present the results of all our efforts for your consideration. She stated they have gone through many drafts and revisions,

adapting to new strategies and learning from the application of existing districts in the City. She gave a quick context, she explained she was referring to the area along Grand River both north and south, generally east of Beck Road and west of Taft Road.

Ms. Bell stated the City West area provides an opportunity to expand the housing choices available for young professionals, empty nesters, and other residents who prioritize a more urban, walkable community, easy access to the highway and destinations within Novi, and entertainment opportunities. She said Grand River Avenue is a major corridor with greater road capacity than many areas of the city. She said SMART has recently released its proposed route expansion and has proposed extending bus service along the Grand River corridor through Novi and into Wixom. One of the proposed locations for a transit stop would be within the City West area, which makes the establishment of this district very timely.

Ms. Bell stated they have been working with the Planning Commission's Implementation Committee, and the City Attorney's office, they have developed the City West Zoning Ordinance text to provide the standards under which properties in the new district will be developed, as well as a Design Guide that offers visual examples that the Master Plan and ordinance language are working together to accomplish. She said the Design Guide complements the ordinance language and would be made part of the ordinance by reference. It includes background information on the area, inspiration images from around Novi and other communities, as well as 3D models to visually show certain requirements or suggestions. She noted the intent is that both documents would be used in conjunction to guide development, creating a structure for developers while permitting flexibility when it is determined to make sense.

Ms. Bell said for projects that are not mixed use, City West District includes a baseline level of development for principal permitted uses, which would be allowed at a similar intensity to what can currently develop in the I-1 District on the south side of Grand River. She stated the baseline level of development, building height is limited to three (3) stories. Uses permitted include office, retail, restaurants, day care centers, banks, and instructional centers.

Ms. Bell explained the proposed ordinance includes an optional Mixed-Use Development Option (MDO) if eligibility criteria are met, which permits a wider range of uses and higher intensity development to encourage the creation of a dynamic mix of compatible uses.

Ms. Bell said residential uses can be developed under the MDO, either as stand-alone use or as part of a mixed-use project. The granting of a Mixed-Use Development Option application requires review and recommendation by the Planning Commission and approval of the City Council. She said the MDO process is like the approval process for the PD-1 and PD-2 Options, with City Council discretion over deviations to area, bulk, yard, and dimensional requirements, as well as density. She noted the Planning Commission will need to consider Special Land Use standards, along with other items, in making its recommendation when MDO projects are considered.

Ms. Bell said while the MDO provides greater flexibility in parking and landscaping, as well as setbacks and building height to allow a more urban form of development, projects will still be subject to other applicable codes and regulations of the City, including Wetland and Watercourse protection, the Woodland Ordinance, Stormwater detention standards, façade, and landscape requirements, as well as lighting and noise ordinances. She stated applicants are required to demonstrate that the proposed layout of the site is designed to minimize the negative impact on existing natural features, including woodland and wetland areas.

Ms. Bell said the proposed ordinance standards allow for greater height along Grand River for MDO projects, however, staff believes that most projects will still have 3-5 story buildings, with additional height potentially requested for mixed-use buildings, or for a signature office building or hotel. She noted for areas greater than 200 feet from single-family districts, the bonus height provisions permitting higher buildings involves meeting one or more specific criteria such as providing or preserving over 25% open space, using sustainable green building elements and design strategies (ex. LEED Best Practices), allocation of units for Workforce Housing (at least 15%) or lower-level parking or parking garage to limit impervious surfaces.

Ms. Bell said the maximum height is limited to eight (8) stories or 115 feet in the proposed ordinance for developments on the north side of Grand River Avenue. This is the same height limit as currently permitted in the OST zoning district which allows building heights up to 115 feet for the area north of Grand River as all that area is within 1,200 feet of the freeway.

She stated that south of Grand River the maximum possible height is limited to 5 stories, or 70 feet. Any height increases would have to be approved by City Council.

Ms. Bell stated the City West area south of Grand River Avenue is directly adjacent to areas designated for multi-family and single-family residential. This portion of the district is intended to provide a gradual transition to the surrounding uses. Within 100 feet of single-family residential areas to the south, non-residential buildings are not permitted, and residential buildings are limited to 35 feet in height to ensure a proper transition and prevent undue impact on the existing neighbors. She said the 100-foot setback for non-residential uses is consistent with current I-1 District setback, to ensure that no new hardship is created on landowners, and adjacent residents are afforded the similar protections that exist today. She noted any building within 200 feet of single-family residential districts is proposed to be limited to 40 feet and will not be eligible for bonus height increases.

Ms. Bell said in addition to the height limits, residential buildings are required to be set back a minimum of two feet for each foot of building height. If the maximum building height of 35 feet is proposed, that structure would require a minimum 70-foot setback from the single-family district. She noted by way of comparison with multiple family zoning districts in Novi, in the RM-1 and RM-2 Districts, the minimum side and rear yard setbacks are 75 feet. She commented that the existing Central Park Estates buildings are built 70-

75 feet from the property line. She said the City West district also requires a 50-foot setback for any parking areas adjacent to single family zoning districts, as well as the installation of a wall or landscape berm to provide buffers.

Ms. Bell gave a brief re-cap: less than 50 feet from the single family residential, only residential structures less than 25 feet in height would be permitted. She noted from 50-100 feet, residential structures up to 35 feet in height and parking with screening would be permitted. She also noted from 100-200 feet from SFR, both residential and non-residential buildings could be allowed with a maximum height of 40 feet. She said over 200 feet from residential additional building height can be requested. She stated at over 500 feet, outdoor seating areas with live music can be authorized.

Ms. Bell said the City West is meant to have sidewalks and pathways throughout the district, providing connections to the City's non-motorized network. The recently expanded Ascension Providence campus trail network provides miles of non-motorized opportunities and connects to the ITC Trail. She mentioned Bosco Park is accessible via Beck Road less than 1 mile away. She stated Taft Road already includes on-road bike lanes as well as an 8-foot pathway on the west side of the road from Grand River to south of 9 Mile. She said this facility connects the City West area to several Novi schools, as well as the Library and Civic Center campus. She noted that pathways along Grand River also provide a direct connection to the Town Center area within a one to two mile distance.

Ms. Bell explained that the development in this district is required to meet specific design standards to ensure future development is cohesive and walkable. She said the buildings are meant to front on internal street networks rather than Grand River to create a more pedestrian-friendly development than the thoroughfare can offer. She noted shared off-street parking facilities are encouraged. Development projects are required to provide public plazas and open spaces for gathering. She said parking requirements for residential uses, based on the number of bedrooms, have been included, which are consistent with the requirements in the Town Center district. In summary, she stated that staff and the Planning Commission recommend approval of the proposed text amendment and Design Guide, with any necessary modifications as it continues to move through the process, as it is following the Master Plan for Land Use and forwards both economic development and housing goals of the City. She said we are happy to answer any questions you may have.

Mayor Gatt thanked Ms. Bell for the very comprehensive background. He mentioned that he heard people say that this is a Council driven issue, he wondered if that is correct. Ms. Bell replied that it is a Master Plan driven issue. Mayor Gatt asked if it was true or not true that a single businessman in the city was pushing for this. Ms. Bell replied, no. He thanked her for her response. He asked Council if anyone had any questions.

Mayor Pro Tem Staudt said it all sounds so great. He mentioned he sat in the Master Plan meetings for probably a year, we are here now, and for some reason, there are a lot of things that have never passed his test. He said his test is a test of common sense. He

wondered if you as a staff member walked out to the property and looked at all the different angles about all the things that you were talking about. Ms. Bell said yes, she had walked through the area. Mayor Pro Tem Staudt stated he has also and under no circumstance could he see us having a five-story building on the south side of the property. He mentioned looking at the berms while walking the properties, there are so many issues that are important. He said he would like an explanation on what drove this in 2016, was this staff driven or developer driven. He would like her to give us an overview of where this came from and why, if it happened in 2016, and we are talking about in 2023.

City Planner McBeth said she would be happy to explain. She stated the Master Plan that was done for 2016, approved in 2017, had three redevelopment areas identified. She stated that is one of the goals of a Master Plan and the Redevelopment Ready Communities. She said there were three areas where the location was located, one where Sakura was approved and is about to start development, an area up by Walled Lake that was in dire need of some redevelopment, and this is the third area. She said if you look at the stretch of Grand River, and particularly the corner at Grand River and Beck, it has been underutilized in terms of an important part of the city for several years. She stated that was recognized by the staff and by the Planning commission, by our planning consultant at that time, and identified as the third kind of redevelopment area that should be focused on. Mayor Pro Tem Staudt confirmed with Ms. McBeth that his was not driven by any potential development that could not get it done there under the current circumstances. Ms. McBeth replied, no, it was not, we were not seeing a lot of development plans in that area, we haven't for the las 10 years or so.

Mayor Pro Tem Staudt asked if they could get the map back upon the overhead that shows the property on the overhead screen. He mentioned there has been voluminous correspondence directed to the City Council and to the Planning Commission. He said one of the questions he had was regarding the area that has a large pond, under what circumstances could that be developed. Ms. McBeth said it is likely the City would request the pond remain as a natural feature, and development could occur around it. She stated with any developments, somebody might come in and say we would like to relocate that pond and put it in a different spot, so under that circumstance, it could. She said this zoning district that the staff has worked on for quite a while indicates that natural features are important in this area. She said we wouldn't be pushing the development community to respect the natural features and not develop in those areas. Mayor Pro Tem Staudt said you are saying there is a potential that the pond or that wetland area could be moved somewhere else, as opposed to being left there and preserved as a permanent wetland feature. Ms. McBeth said staff would always recommend that kind of natural feature would be left in place, but if the development community sometimes says to do what they need to do, they might locate a portion of it. Mayor Pro Tem Staudt said one of the things that he was going to ask was one of the modifications to the ordinance is that the exact thing cannot happen, because this is not what we really want as a community. He said he was a little shell shocked right now by what happened in Sakura, with the pond being filled in. He said he did not know how we could prevent that from happening in this situation, but it abuts properties, houses on

both that side of the street in the back and on the other side of the street. He said these are the kinds of issues that really kind of torment him and that we are trying to create something somewhere where it really is not a natural area to put something through.

Mayor Pro Tem Staudt asked City Attorney Schultz if we were able to separate the north side from the south side. He wondered how we deal with this ordinance, or do we have to do it as one big chunk. City Attorney Schultz said no, you could separate them. He thought a surgery and thinking about It in terms of writing in the ordinance, but there is already a conceptual difference between the two in terms of height and things like that. He said if that were the direction, he thought it would be possible to do just ordinance writing wise. He said to be clear and to add on to Ms. McBeth's answer, there is nothing in this ordinance that would affect the pond one way or the other. He said that is an entire set of city ordinance that he thought Ms. McBeth was talking about the wetland ordinance that allows developers to do things that his ordinance does not make it any more or less likely to have that kind of effect. Mayor Pro Tem Staudt said, or less likely, in the ordinance. Mr. Schultz said if you are focusing just sort of on this spotlight. Mayor Pro Tem Staudt commented that this area abuts residential properties. He thought that if you take that pond out in that wetland area, and move it over somewhere, where there is nothing currently, doesn't seem to him to be a good exercise in this situation. He said one of his recommendations would be to add something to the ordinance that prevented this kind of thing happening. He said we will keep talking about it, we want to preserve the woodlands and wetlands, then we talk about filling them in and moving them somewhere else. He thought this is inconsistent with when we start abutting residential property, and putting these mixed use and commercial properties, it gets a lot more complicated. He said in this situation, we are talking about the lot, a lot of the land that we have available in our city right now is really the end of the development land, the backlots. He said many of these backlots have challenges, that is the reason they are not developed. There are a lot of woodlands and wetlands in them. He did not want to create a City West ordinance that in any way encourages somebody to fill in a woodland or wetland. He preferred that we put in language that prevented that from happening. He said he was not asking you at this point, he was giving you his narrative on this. He said there are certain things that he would like to see his colleagues consider. He wondered if it was best to do it all at once. He wondered if then, we are going to have some kind of vote at this at the end of this process, moving it forward to a second reading. He asked if we could do individual things that we are looking at and get those approved and then move on the other things. City Attorney Schultz said there is not timeline here. He wondered if it is here for first reading, but like with any other ordinance, you are not obligated to approve first reading if you want to talk about it more, get your thoughts together and convey those to City Administration.

Mayor Pro Tem Staudt asked Mr. Landry, just be clear, what properties are you asking to remain in the current zoning. He asked which one is in the B-3 zoning. Mr. Landry said currently, the property on the southeast corner is zoned B-3 and that B-3 zoning encompasses two portions of two parcels. Mayor Pro Tem Staudt asked for him to explain what the drawbacks of this rezoning are for your clients. Mr. Landry replied that his client owned this property, and it has been in the family since the 1940s and it was purchased

by the Ward family back then it was used for several different things. He mentioned there are certain tax reasons when you buy property. He said you can imagine what it is worth now, if somebody sold that property, there would be huge capital gains tax. He stated Mrs. Ward passed away recently. He stated if you pass the property on probate, it is a stepped-up basis. He said the family is ready to develop the property. He said the family already has a developer interested in developing the property as zoned the B-3 part as zoned B-3, he said he did not have a site plan to show you, and he did not have a specific use to show you. He said there are obvious B-3 uses, some uses that are not included within the City West and the City West ordinance does include drive through. He said they have had some conversation with the Administration on that and drive throughs included as an accessory use, but you can imagine across from a hospital, so be a perfect parcel for a 24 hour Walgreens or a CVS, but that is a particular kind of use that would be perfect at this location. Mayor Pro Tem Staudt said he was advised earlier today that whatever the current B-3 zoning is, it would carry on into the new zoning. He asked him if that was his understanding of it? Mr. Landry said he did not have it in front of him, but no, there are certain B-3 uses that are not carried over into the ordinance. Mayor Pro Tem Staudt asked if City Planner McBeth could shed some light on that.

City Planner McBeth said the B-3 district allows sort of our most intense commercial uses. She gave examples such as car washes, gas stations, used car lots, things like that, a whole variety of things that you would expect in a retail location. She said the pharmacy that we are talking about with the drive through would also be permitted in the City West ordinance as it is currently drafted. Mayor Pro Tem Staudt asked Mr. Landry what the discrepancy was between? He wondered why they had to hire an attorney to come to us to ask for that property to be excluded. He wondered where the confusion was. Mr. Landry said his clients are interested in developing this under B-3 with setbacks and certain things of that nature, as opposed to the proposed City West ordinance. He said a gas station is one that would not be included, they do not necessarily now, have a commitment for a gas station. He pointed out that gas stations today are not the gas stations of yesterday. He said they do not look like gas stations; they sell a lot of different products. He said that was one that he could tell you from memory that is not included in the City West ordinance.

Mayor Pro Tem Staudt said he was going to make a recommendation and he did not know if we need an approval on this or not at this point. He said he wanted to remove the two parcels 50-22-16-151-010 and 50-22-16-151-012 from the ordinance.

MOTION WITHDRAWN
CM 23-07-087 **Moved by Staudt, seconded by Gatt;**

Approval to remove two parcels 50-22-16-151-010 and 50-22-16-151-012 from the proposed Zoning Map Amendment 17.741.

Member Fischer directed his question to City Attorney Schultz. He asked him if it is possible to put an overlay on these two properties and basically say, we recognize and allow you to build under the B-3 development of the B-3, but you are also eligible to develop under

the City West as well, which would actually give more opportunities in the future if they did not go down the path of what Mr. Landry was talking about, to potentially develop more in the spirit of the City West. City Attorney Schultz confirmed that he was talking about an overlay just for two pieces of property. Member Fisher said yes, that is correct. Mr. Schultz said conceptually, he would have to think about that. He was not sure he had seen anything that targeted individual properties of that size. He said he was not saying it could not happen. Member Fischer said however, there are many acres on the south side, everything is I-1 except for this one parcel, he understood the position that the Ward family is in. He was trying to get it so that we as a City would also potentially in the future have the possibility if current plans fell through that they may have something more contiguous with the eastern properties, and that is where he saw the benefit. He said he did not to pull it out, and that is why he would not support the motion as it is, he would be interested in something like that. City Attorney Schultz stated we could look at that, if it is pulled out that is an option as well. He guessed the other option is to find out from the property owner what uses they think they might want from the B-3 and pull those forward and put those in as permitted uses. He wondered if it was worthwhile to have an ordinance amendment that says, now that things are the way they are some of these uses we do not want, but we will sit down with the property owner and find out, what it is they might want. Member Fischer said he would be more hesitant to take B-3 uses and put them into the City West uses, then do some sort of overlay, if we cannot do some sort of overlay, and then he was going down the path of Mayor Pro Tem.

Member Thomas stated in the B-3 section, or that area that we saw on the map, are those the only two parcels in those areas or are there other people who may want to have the same opportunity. She thought that was a decent sized section there. She wondered if we are going to make this offering to the owner of the two parcels, is it something that makes sense for the others in that section.

City Attorney Schultz said Mr. Landry pointed out that this is a corner piece, which distinguishes it from the rest of all the properties that are depicted there. He mentioned one of the things that he didn't want to say it, it surprised him, but he thought it was interesting watching this process for the last couple of years is that you didn't have a lot of property owners who were saying we do not like it, it was gratifying to see how many property owners said, "sure, this is a good deal for us". He said we have a property owner here, who is arguing that their property is unique, because it is the corner piece a that. He said he would be worried about taking that idea and spreading it throughout the rest of the district is what he was trying to say. He thought the other properties were different.

Member Casey said she was not opposed to having the City Attorney investigate it if there is any kind of overlay that can be done. She thought we might be a little ahead of ourselves in this process because we have not talked about applying for the City West District at all yet. She mentioned neither have we talked about what parcels that might apply to, which is the next item on the Agenda. She thought from a timing perspective, we feel like we are a little out of sync in terms of holding out one specific parcel and treating it differently, potentially, without even having talked about what the City West District is going to be. Generally, do we want the City West District and then generally,

which parcels do we want to apply to. She thought from a process perspective, she felt like we are a little out of sync on that one. She said she would support the motion if it were only to ask the City Attorney to look at options for an overlay for those parcels for the B-3 specifically.

Member Smith agreed with Member Casey, he thought we are a little bit ahead of ourselves and pulling out specific things like this. He said in general; he would like to see how this whole thing plays out with the upcoming new Master Plan as well. He said he would support, asking the City Attorney to investigate that B-3 overlay.

City Attorney Schultz said on that subject, I guess he was looking at this as kind of straw votes. He said you wanted to take a vote so that we would know what the numbers were, he understood that Mr. Mayor. He stated at the end of this is was going to suggest if there especially if there are more, that we not have a motion to introduce, or approved first reading, and that however many of these straw vote indications we get this evening, which is great, that we will take that back, and we will come back with a revised version of the ordinance.

Mayor Gatt said instead of making a motion, just talk and you guys, you know the consensus up here might not be seven, but you know, we are a majority. Mr. Schultz said he thought so. Mayor Gatt said okay, then we do have a motion on the floor that we can withdraw.

Member Crawford mentioned that he had another concern. He said at the Planning Commission meeting it was brought up, and he did not know which parcels they were, but there were some parcels that if you did 100-foot setback from residential, they would be virtually undeveloped. He mentioned it was suggested that a berm and landscaping could be done instead of a 100-foot setback. He said he would like to see that investigated, and he was not sure which parcels they were, but somebody can figure that out. He thought it was next to residential.

Mayor Pro Tem Staudt wondered if we are going to vote on this a straw vote or what? City Attorney Schultz said he did not know that you need to if you want to that is fine. He did not think he had to worry; we are going to take good notes. Mayor Pro Tem Staudt said he would withdraw the motion and go on to the next things.

Mayor Pro Tem Staudt moved on to the next issue that he had and mentioned there are two sides to developing the ordinance. He said one is on the north side, which is on the north side of Grand River Avenue. The other is the south side, the south side has a current residential element to it. He said the north side, he did not have anything that he was going to propose on the north side. Getting back to the south side, he said he could not see us having five story buildings under any circumstance on the south side whether they are 20, 50 or 100. He said he would like to see us limit that to a three-floor building, so that was his first recommendation on the south side. Second, he stated having a berm requirement with landscaping so that anything that is built requires a berm with the appropriate landscaping. He said that maybe that was already included, but he wanted

to make sure that is in the ordinance. Third, he wanted to see us remove the hotel/motel from the south side as a potential use. He said one of the biggest factors with this entire issue is the idea that it is a walkable area. He stated until we get an overhead walkway between the south side and the north side, these are two distinctly very different areas. One is not going to be walking across Grand River Avenue on a regular basis to get across the street to the north side. He said he really did not think it was appropriate to put a hotel/motel in that area and he would like to see that removed as a use. He said his fourth issue is a little more controversial, was that he would like to see 100-foot setbacks, he mentioned there are probably four different opinions up here on setbacks. He said the residents have asked for 200-foot setbacks which he thought was a little unreasonable, it does not give very many options. He thought the 100-foot setback with the berm, with landscaping would provide a very safe buffer for the residential properties there. He said his fifth point had to do with again, the protection of woodlands and wetlands, and how we could incorporate into the ordinance that the current woodland and wetland that are in the City West district in some way be preserved and protected in a manner that goes beyond just our normal city ordinances, especially those that are directly abutting the residential properties. He said those are his five primary issues. He said he would like to hear what his colleagues have to say.

Member Fischer said he would like to take the same approach. He thought that the north side has less concerns, from his perspective. He said if he understood, the current OSC on the north property, the north side of Grand River that allows the eight story buildings already, he wondered if that was correct, because all the properties are within 1,200 feet of the highway. Ms. Bell replied that he was correct. Member Fischer said that what this does is limited to six, and to go eight stories, they would have to meet the special criteria. He said many times when he is talking to someone that has concerns about some of the higher heights, once he tells them that you must meet some of these sustainability goals to get those bonus heights, we are winning out in that if they can already have eight. He said now they can only have six, but they can go to eight because they are going to be LEED certified or preserve 25% of the space. He thought that was a big win on the north side for him. He said the north side, they have less issues. He said he would focus most of his comments on the south side. Member Fischer mentioned the south side and stated that he struggled with the stories because of the good benefit that he saw in pushing some of those sustainability goals. He thought if we could go to four floors with those bonus criteria, but with bigger setbacks, he thought we might be able to accomplish some good there. He said he would be willing to go up to that, but if there wasn't consensus on Council, he would be fine with sticking with three and getting rid of the bonus floors. He liked the berm requirements, and the removal of the hotel/motel. He believed there needs to be some more work on the setbacks, and he thought 100 feet is a possibility and something that could be used, but he believed it should be tied to the building height. He said he would leave it to staff to come to some ideas at what might be worthwhile over there, but what is currently being proposed is not enough. He did not think in some parcels, areas, uses and heights 100 would be enough. He would like to see that a little more stringent. He said they have already spoken about B-3, and he made his comments on that. He appreciated the comments on the protection of the woodlands and wetlands. He said process wise; he did not know that it makes complete

sense to him, and he said he would ask the city attorney. He commented that in essence, we are talking about our own mitigation ordinance at that point, are we not. He said one of these will come to us will come to the Planning Commission or City Council and we will make the decision if the mitigation is appropriate. He said if we are trying to tie future hands, we are kind of saying what we do up here as it is from a mitigation discussion perspective is moot, is that correct. He wondered if he was correct on the first part that we as a Council make the decision on the mitigation of the wetlands. City Attorney Schultz said yes, he did think that was correct. He stated he will just preview; we do have an obligation and your ordinance does treat similarly situated properties the same, so we have got an obligation under the state zoning laws to treat similarly situated properties the same. He said we will take the Mayor Pro Tem Staudt's comments to heart. He said we will have to., the way communities typically deal with wanting to preserve areas is you incentivize them not to develop it more than they might in the other parts of the city. He said we will look at the idea. He said he thought he could see where both of you were going. He stated ultimately, yes, we will be clear that you will have the authority on the mitigation and tree removals that you have elsewhere.

Member Fischer said we have chosen to look at some of the benefits and some of the ideas that a developer had by maybe putting more intense use on one area and kind of trying to preserve more areas. He said it is those situations where it is Council's judgment, and he thought it is our job as the elected officials to make those calls on the mitigation. He stated while he could think we can find a way to strengthen it, he liked the idea of kind of the residential component where the Mayor Pro Tem Staudt was going, he said he will start to feel more uncomfortable as we tie future City Council's hands from being able to make site plan decision if they are elected to do. He said that is how he was asking you to split that one. Member Fischer said overall, those are some stringent comments for him that it would take to probably get this over the finish line and vote for his approval. He said he liked the concept. He liked what the staff has done, anything to promote things like sustainable efforts, the workforce housing, there are a lot of good things in here. He said he did not want to throw the baby out with the bathwater, he did not think it is a good idea, as he has seen, proposed, by some Councilmembers and on social media, and he thought that is kind of irresponsible. He said it is their job to sit here as staff, as a Council, as a Planning Commission to hear resident comments and try to come up with something that is palatable. He stated if we cannot hit some of these criteria that he has said, and he had no problem, potentially splitting these two approving the north end and leaving most of the bottom as I-1 zoning as it currently exists.

Member Smith agreed that there is a split between the north and south of this, the south end needs to take more consideration of the residents further south. He said he would like to see overall a stronger incentive to get LEED Certification and parking structures versus giant parking lots. He stated when you look at the aerial map of that you see Suburban Collection Showplace, and it is a giant parking lot, creating a lot of issues with runoff. He said he would like to see smaller parking lots in general. He said he was not sure, maybe Ms. Bell could answer on the Workforce Housing component of that, he was not sure what that was exactly. Ms. Bell explained that we do have a definition that is proposed in the text amendment and said could read that for you if you would like.

Member Smith said sure. Ms. Bell said Workforce Housing is a residential unit for sale or for rent with combined annual rent, rental costs, or combined annual mortgage loan debt service, property taxes and required insurance that do not exceed 30% of the gross annual income of a household earing between 60% and 140% of the area median income as defined annually by the United States Department of Housing and Urban Development. Member Smith thanked her for her explanation.

Member Smith said the other comment he had was regarding walkability. He agreed Grand River is not something you want to have people trying to cross. He said he saw in some of the material that was provided that making Grand River, doing traffic calming solutions, which he was not sure he would like to see a study how that impacts the other roads in the area. He said Grand River has a lot of traffic and if you slow that down, it is going to go somewhere. He stated that brought up the point he mentioned earlier, is that he would like to see this as how it works with the upcoming new Master Plan. He said it is a big piece of land and he wanted to see how that all works together. He thought if we could get some pedestrian bridges across Grand River, he would be in favor of that.

Member Casey said there are a couple of big issues that she would like to get a little more insight from staff on. First, as the previous speaker mentioned, travel on Grand River Avenue and the fact that it is a five-lane road, 50 miles an hour. She said we are talking about trying to put in a lot of people doing a lot of walking, can someone clue us into the conversations that were held with the County recently about some flexibility on their side and what that means. City Manager Cardenas said they had conversations with the Road Commission of Oakland County, who has oversight of that road would be who the City would have to get approval from for any kind of speed limit, or any kind of traffic calming measures He said they preliminarily were approached by staff regarding potentially mid-block crossings, and they were receptive of such calming measures as well. He said those are just preliminary communications with them about that. He said there is some leeway and some wiggle room with respect to those.

Member Casey thanked Mr. Cardenas for his explanation. She stated that this is one of those issues that she thought were going to want to move a little faster on instead of trying to wait and see how this starts to develop. She said she would really like to make sure that we are talking about what it is we would do and then have a real plan for what it would take because you know, right now we are talking about zoning, we do not have specific projects in front of us, this is not anything where we are responding to requests for development. She thought right ow is the time for us to say, it is a couple of years, several years, many years, probably away from being fully built out. She said now is the time for us to start talking about what we want Grand River to be in this space so that we are not 50% built out and need to start figuring out what we want to do with Grand River. She wanted to encourage us as part of our planning to make sure that we are having forward moving conversations with the county that talk about what we expect to want to do these things, let us get some plans in place for what that would start to look like. She stated that would be her first recommendation.

Member Casey said secondly, she is going to move us on to the water system, because we did get a memo relating to the water system and pressure and what expected uses are going to be. She wondered if we could get a little bit of insight on infrastructure needs. She said once we get this district, assuming it passes, and everything happens, once this district starts getting built up, what kind of expectations do we have? What kind of timing are we talking about for some of the changes? DPW Director Herczeg thought we were talking about a couple different projects in the memo, one is the 8 Mile loop and the secondary one would be the City West improvements, which are some pumping stations, some other water main improvements that have been in the Master Plan on and off for years based on development. He said we are discussing the 8 Mile loop, and based on density, based on our usage, in year one of next year's budget, the other plans be implemented later. Member Casey thought that was helpful, because she thought that is also one of the things, we want to make sure we are thinking of before we get fully developed in the space, what we will need to plan for, because none of these are going to be small projects. Mr. Herczeg said they are decent sized projects.

Member Casey said she was going to talk about walkability and walkability is great when we run them on east west, but the means of getting people across Grand River, north, south. She said as much as we are talking to the county, about traffic calming, mid-block crossing, etc., she wanted to make sure that we are also considering and planning for if a pedestrian bridge is going to be the right means for us to get people across the street as well. She was going to tie all of those together. Moving on to residential, she thought, we are all saying very similar things up here as relates to the north, south is very different from the south side. She stated, much like some of the previous speakers she did go through the neighborhood over the weekend and really got a sense for how things are laid out. She thought that the berm that we have in place against the I-1 with the building that exists today on Heyn Drive was a nice look. She was concerned with a couple of different housing units on the corners of the curb on Mandalay Circle, for whom even a 100-foot setback is going to be problematic for them. She said she knew we have differences in opinions on the setback against residential. She said for her, the larger the better, so she did not think 100-foot is big enough, especially for those corner houses, they are going to have the strongest impact on both sides. She would like to see us look at the potential of a 200-foot setback. She agreed that having berms and tress, we have 80% opacity for the winter, which is a normal part of our requirements. She thought the berms in here she believed were a 10-foot berm plus the landscaping trees, so she asked Ms. Bell if she was correct. Ms. Bell replied were industrial abuts residential, it is 10 feet. Member Casey asked if we were keeping that same requirement in the CW. Ms. Bell said she would have to investigate it, it may be slightly different. Member Casey said she would encourage us to make sure that we are looking again at the tallest possible berm, otherwise she will start talking about the trees, and she did not want to get into that space at all.

Member Casey appreciated the perspective that Mayor Pro Tem Staudt raised as it relates to the woodlands and wetlands, there is a lot of great screening for the residents on the east side, that she would like us to be as firm as strong as we can be in what we can require from a woodlands protection because we have a strong Woodlands

Protection Ordinance. She said there are people who have different opinions about whether it is strong enough, but she thought in this instance, we want to do everything we can to keep as many of those trees as possible. She wanted to make sure that we put as much strength behind the requirements to keep as many of the trees as possible, and to keep as many of the regulated trees as possible, make sure we do that. She stated she would like to see it similar for the wetlands as well, because with the existing ordinance for wetlands, developers can and have requested to move wetlands and that has passed. She said whatever we can do to strengthen that.

Member Casey said her final comment for the evening was to thank City Attorney Schultz for his advice to us to have our first round of conversation and look to bring back changes in another first reading. She said she would have made the motion to postpone or table the first reading to get our chances for us to get this conversation out, because this has been a four-year process for many. She commented that she should have thanked City Staff and the Planning Commission, who did all the hard work, this is the first chance that we have had to look at this. She said this behooves us to give staff as much feedback as possible. She thought this would give them a reasonable amount of time to absorb that feedback, make their changes, make the recommendations before we even start talking about looking at first reading. She stated as much as she thought she heard earlier that we were going to see this again quickly this month, she was happy to have us have the conversation of the table to provide direction and give staff a chance to give us a more formalized first reading.

Member Thomas stated that a lot of what she cared about has already been brought up. She agreed with Member Casey on the setbacks. She knew there was going to be some disagreement about that, but she thought in some of those instances your home was very close to the line. She was not sure that 100 feet was sufficient. She thought that they needed that space available there. She said we mentioned that specific pond, that these natural features that people's homes abut, and they are necessary for not just keeping the wildlife there and having beautiful homes, but just keeping our nice neighborhood and our community vibrant. She said it was a bit of a concern when we talked about let's do everything, we could save one pond. She said she would like to make sure that every resident who is facing similar instances has those same benefits of having people fighting for those items. She didn't think that they should have to come to Council every time that they want to fight for those items. She mentioned this ordinance may not be the place for it because we have woodlands and we have wetland ordinances today, but often those are moved and changed. She thought perhaps that is something that we need to look at is strengthening the woodlands and wetlands ordinances to that people do not have to be in fear that these are too weak, and the properties that they are on that are protected properties are going to be so easily moved. She said, but again, we are talking about this property. She was in full agreement with the rest of the City Council on those ponds, and making sure that we did everything we could to try to keep those natural wetlands there in that place. She agreed with everyone. She agreed the north side of the street is not as much of a big deal, there are not many homes there, they are not going to be negatively impacted, you have a lot of it directly next to the expressway.

Member Thomas said she had one final thing regarding walkability. She did have concerns about the walkability of Grand River, she would not want to walk with her child down Grand River because of the traffic that is currently there. She thought that if you try to mitigate that traffic, the people must go somewhere, just means our roads are already overloaded, they are too small for the traffic that we have today, and it would make it difficult for everyone to get places, which is very frustrating. She noted that Grand River is one of the places where you can move quickly to get in and out of places. She wanted to make sure that whatever is by Grand River, that we have sufficient setbacks from Grand River and protection to keep people from getting injured on Grand River. She mentioned that as it is today, there should be no foot traffic on Grand River, it is problematic. She stated that trying to find ways however that is to mitigate that and whether it is having crosswalks going over the street, a way to make that safe, it just doesn't seem like a place that should be walked. She stated Grand River does not seem like a place where people should be walking, this is from the Master Plan from 2016. She said currently we are in the middle of having a Master Plan done, she felt like we should probably wait on the rezoning until the new Master Plan is complete, that was her perspective.

Mayor Gatt said he agreed with almost everything that was said up here. He reiterated that we as a Council had talked about hotels on the south side of Grand River Avenue and we rejected it then and we can reject it again. He said Grand River Avenue is a wicked Road, very difficult and very unsafe to cross on foot. He said cars, trucks, and semi-trucks are going 50 miles per hour and you know when the sun goes down, you cannot see. He said they talked about a pedestrian overpass he would like us to consider, or somebody consider a pedestrian underpass, something in the weather in Michigan, you know for four or five months out of the year, an overpass could be nasty walking up there, an underpass would be more conducive for handicapped people, conducive for older people and he though safer.

Mayor Gatt mentioned the setbacks and that 100-feet and 200-feet were mentioned. He thought this was a resident driven issue and he did not know if one size would fit all. He thought maybe we could come up with something where somebody said about the corner houses, maybe 100 feet is not good for them, and might be good for others. She said it was something that he thought the staff should look at and come back with some options. He said three stories, four stories, if he lived on the south side, and somebody wanted to build a four or five story building, he would be very upset. He said he would like to keep it at three stories, somebody earlier mentioned four stories, maybe depending on where it is. He did want to reiterate also that it has been said more than once. Mayor Gatt noted this is not a Council driven issue. He said it is not a one businessman driven issue. He said a former council person was talking about how this is going to really help one person in the community and that we have already helped that person a lot. He stated that is just completely 100% untrue. He said this is something the planning people, the Master Plan people have come up with, and it has taken years and years, from there to here.

Member Fischer said he would like to give staff some opportunity to comment on the walkability, a lot of people have really gone after that as one of the fallacies of this plan that they may consider the four years of work because it is just not walkable. He said one counter he had to that is, why did the city spend probably a couple hundred thousand of dollars or a million dollars to put sidewalks all the way up and down Grand River Avenue between Taft and Beck, which we already have there, which he has walked on and he felt very safe doing the whole thing. He said it is really about the cross ability. He said he could imagine that if this district were to come to fruition, we probably would not just have one stoplight between Beck and Taft as well, maybe there would be a couple with crosswalks. He wanted to give you the opportunity to tell us a little about your vision of the walkability from a staff perspective. He said that is one thing that he thought has probably gotten an unfair shake, mostly on social media. He said he did not think the staff had an opportunity to comment on that, especially in relation to some of the comments he just made.

City Planner Bell thanked Member Fischer. She stated our vision would be that there are internal street networks that create the walkability, where you are walking from thing to thing, not along Grand River Avenue necessarily. She said we would like to see a crossing of Grand River. She knew that the 2016 Master Plan had a planned road here along the north side to kind of create a bit of a ring road. Member Fischer asked if that was where the cement plant is. Ms. Bell said the City Gate Road that comes up between Starbucks and the Tim Hortons, that would continue further east and then down and meet up with Grand River, so possibly a stoplight there. She stated that obviously, involvement with the Road Commission for Oakland County (RCOC). She said that might be where the future connection could be for both pedestrians and cars, but really, it is the internal street networks that we are seeing as more the walkable pedestrian focused areas.

Member Fischer said he thought some of the intentions underlying all of this, there are some good intentions there between the walkability of those things. He thought that either marketing or promoting a little more of the idea of the internal not necessarily the crossing, is the walkable element within those different parcels. He said he thought maybe concrete plans, he believed that this just might help tell the story of what is taking place. He thought staff has gotten an unfair shake on some of the walkability comment.

Member Crawford mentioned the setbacks, he would love to see 100, 200, or 500-foot setbacks when it is next to residential. However, he said that is not always practical, nor is it fair to the property owners who own property north of the residential subdivisions. He said he would like to see some sort of recommendation for berms, landscaping, whatever allows those properties north of the residential to be able to develop, we cannot take up a third or half of their property. He said he did not know which parcels they were, and he did not know how far they went. He said we need to address that and not penalize them with 100-foot or 200-foot setback. He believed there were other alternatives. He said it is important that they are not taken out of the picture with kind of development.

Mayor Pro Tem Staudt said he started this with a discussion of some of the issues and we have hashed it out. He hoped the residents had seen that. He said this is a Council, it

came prepared, we have done our research, we read all the correspondence, he got some correspondence today that was sent to the Planning Commission from an attorney from a Homeowner's Association. He said they read everything, they listen to everyone, but we talk on the record. He said sometimes that is a difficult thing to understand about government, but we certainly have empathy for your issues, but we have empathy for the people who own the property. He said we are trying to find a nice balance, something that is fair. He thought they had a robust and excellent conversation.

Mayor Gatt asked City Manager Cardenas if he was prepared to bring this back with a new first reading soon. Mr. Cardenas replied yes.

2. **Consideration of Zoning Map Amendment 18.741 to rezone approximately 250 acres of property located north and south of Grand River Avenue, east of Beck Road and west of Taft Road, from B-3 General Business, I-1 Light Industrial, RA Residential Acreage, OS-1 Office Service, and OST Office Service Technology to CW City West District. FIRST READING**

POSTPONED
CM 23-07-088 **Moved by Staudt, seconded by Crawford; CARRIED UNANIMOUSLY**

To postpone the approval of Zoning Map Amendment 18.741 to rezone approximately 250 acres of property located north and south of Grand River Avenue, east of Beck Road and west of Taft Road, from B-3 General Business, I-1 Light Industrial, RA Residential Acreage, OS-1 Office Service, and OST Office Service Technology to CW City West District. FIRST READING

Roll call vote on CM 23-07-088 **Yeas: Crawford, Fischer, Smith, Thomas, Gatt, Staudt, Casey**
Nays: None

3. **Consideration of Approval of Change Order No. 1 to Mattioli Cement Company, Inc. for the 2023 Neighborhood Road Program – Concrete Streets in the amount of $337,104.25.**

CM 23-07-089 **Moved by Crawford, seconded by Casey; CARRIED UNANIMOUSLY**

Approval of Change Order No. 1 to Mattioli Cement Company, Inc. for the 2023 Neighborhood Road Program – Concrete Streets in the amount of $337,104.25.

Roll call vote on CM 23-07-089 **Yeas: Fischer, Smith, Thomas, Gatt, Staudt, Casey, Crawford,**
Nays: None

4. Consideration of Approval of Change Order No. 1 to Cadillac Asphalt, LLC for the reconstruction of the eastern 500-feet of Drakes Bay Drive as part of the 2023 Industrial Roads Rehabilitation Program in the amount of $386,927.26.

City Manager Cardenas said this is just the first 500 feet from the Drakes Bay Wixom Road intersection. This is purely a reconstruction of those 500 feet. He said we will come back to Council at the next meeting for more rehab and maintenance work for the rest of Island Lake.

CM 23-07-090 **Moved by Smith, seconded by Casey; CARRIED UNANIMOUSLY**

Approval of Change Order No. 1 to Cadillac Asphalt, LLC for the reconstruction of the eastern 500-feet of Drakes Bay Drive as part of the 2023 Industrial Roads Rehabilitation program in the amount of $386,927.26.

Roll call vote on CM 23-07-090 **Yeas: Smith, Thomas, Gatt, Staudt, Casey, Crawford, Fischer**
Nays: None

5. Approval to approve the Purchase Agreement for property on the east side of Meadowbrook Road, north of Ten Mile Road, approximately 4.51 acres, Parcel No. 22-24-301-013, in the amount of $295,000, plus closing and other related costs, to amend the budget, and to direct the City Manager and City Attorney to take such action as is required to close on such purchase.

City Manager Cardenas reminded City Council that this will be coming out of a Tree Fund as this property is intended for preservation of the woodlands that are currently located there.

CM 23-07-091 **Moved by Smith, seconded by Casey; CARRIED UNANIMOUSLY**

Approval of the Purchase Agreement for property on the east side of Meadowbrook Road, north of Ten Mile Road, approximately 4.51 acres, Parcel No. 22-24-301-013, in the amount of $295,000, plus closing and other related costs, to amend the budget, and to direct the City Manager and City Attorney to take such action as is required to close on such purchase.

Mayor Pro Tem Staudt commented on one of the mantras we hear all the time is, if we want to protect it, then we should buy it. He said that is exactly what we are doing. He said this is something that we have done to the city quietly over the years. He stated this was a request, honestly by one of the Homeowner associations. He thought this is a perfect example of how the City Council reacts to these situations.

EXCERPT FROM THE CITY COUNCIL MEETING MINUTES MAY 6, 2024

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, MAY 6, 2024, AT 7:00 P.M.

Mayor Fischer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Mayor Fischer, Mayor Pro Tem Casey, Council Members Gurumurthy, Heintz, Smith, Staudt, Thomas

ALSO PRESENT: Victor Cardenas, City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

CM 24-05-56 **Moved by Casey, seconded by Smith; MOTION CARRIED: 7-0**

To approve the agenda as presented

Roll call vote on CM 24-05-56 **Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

PUBLIC HEARINGS:

1. FY 2024-25 Budget and 2024 Millage Rates

The public hearing opened at 7:01 p.m. and closed at 7:02 p.m. with no public comment.

PRESENTATIONS: **None**

CITY MANAGER REPORT:

City Manager Cardenas reminded the Council that this week kicks off Public Services Recognition week and wanted to thank all the women and men that make up the fantastic staff for the City of Novi and that a whole week of activities are planned for them. Mr. Cardenas concluded by asking if Council members come across one of the City's employees, to please share their appreciation for everything they do every day of the week.

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Mr. Khurram Abbas, a resident of Asbury Park, stated his concern about how his neighborhood is impacted by its proximity to the south side of the City West proposal. He was deeply concerned about the rise of dense residential and rental units popping up over the city since May last year. He stated that many concerned Novi residents showed up at the Planning Commission meeting and voiced their concerns in person and email. He felt that it was safe to say the residents of Novi do not look favorably towards City

West as there were concerns about the infrastructure, particularly the roads. One of the members of the Planning Commission commented that the neighborhood's traffic was only due to construction. Mr. Abbas wanted to remind the Planning Commission members that construction in Michigan is the norm and will continue to be as such. He continued that sometimes it takes an exorbitant amount of time just to get out of Novi because of the traffic in the city alone. All the development associated with City West would make it worse than it presently is, and Novi would not be a desirable place to live anymore. Adding dense residential units would also put many more students in the school district, particularly Parkview Elementary. This increase in the student to teacher ratio will jeopardize the quality of the school district. It also takes a toll on the serene woodlands and wetlands around the area. Speaking as a Novi resident, Mr. Abbas feels the best course of action is to vote for the third option and leave the south side of Grand River from the City West proposal to minimize the impact of overdevelopment. Mr. Abbas then spoke as a resident of Asbury Park as well as a member of the HOA and stated that he lives on the south side of the subdivision and represents many homeowners up north whose properties are abutting City West south. He expressed that his neighborhood has one dense residential complex known as Central Park Estates on the northeast side of the subdivision. Recently the Planning Commission approved another apartment complex known as Central Park South which would be located on the east. Although this is not part of the City West proposal, he wanted to point this out because similar developments from the same developer are proposed on the northeast and the northwest side of his subdivision in the form of City West. Many residents showed up at the City Council meeting in July of last year and the City Council at the time sent the proposal back to the drawing board to try and address some of the concerns that residents had. Mr. Abbas expressed his appreciation for the Council and City staff for looking at this and proposing improvements. Unfortunately, he found out about this on Friday, and it didn't give them a lot of time to do a charter review and reach out to the homeowners. In the last City Council meeting, Member Casey mentioned that even a 100-foot setback might not be enough, and she wanted to see if they could accommodate a 200-foot setback. It was noted that the new setback for the parking area now stands at 75 feet instead of the originally proposed 50 feet, but Mr. Abbas did not feel like that is enough. If the City Council wants to proceed with this proposal on the south side of the city, then the Asbury Park homeowners request that the setbacks are increased to ensure that the homeowners in the North of the subdivision are not adversely impacted.

David Landry, 45471 Kimberly Court wanted to address the Council on meeting items four and five for City West. He represents the owners of the property on the southeast corner of Grand River and Beck, the Joanne Ward Trust, that is currently zoned B-3. He urged the City Council to follow the recommendation of the administration and suggested if the Council adopts City West, to exclude the southeast corner when it comes to item five. The whole corner is currently zoned commercial where the southwest corner is a hospital zoned OSC, the northwest corner is the large Home Depot zoned B-2, and the northeast corner is a bank zoned OST. It only makes sense that the entire corner be commercial because that's the way it's been forever and Mr. Landry thinks that is the better way to do it because City West envisions taking properties, buildings right up to the road and increasing height. If you do that, it's going to be a lopsided vision. He further stated that

it is easier to have all three corners as commercial corners. He suggested and urged the City Council that if City West is adopted, when it comes to item five, just apply it to the north side of Grand River and not the south side. He thinks it would solve several concerns. Number one would eliminate the cross-ability issue with pedestrians trying to cross Grand River. Also solved would be the adjacency issues from the folks who live on 11 Mile Road. This would give the City Council much control over how the south side develops. If the Council adopts the ordinance and it works on the north side, then developers on the south side are going to come and ask to rezone their parcels to City West because they want the density and the other benefits. If it comes to the Council within a rezoning request, that gives the Council the authority to decide exactly what is going to happen, the setbacks and things of that nature. Mr. Landry urged the Council not to include the southeast corner but apply it to the north side of Grand River only.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 24-05-57 Moved by Thomas, seconded by Casey; MOTION CARRIED: 7-0

To approve the Consent Agenda as presented.

A. Approve Minutes of:

April 17, 2024 - Special Meeting

April 22, 2024 - Regular Meeting

B. Adoption of Resolution seeking reimbursement from Oakland County for expenses associated with the City of Novi's annual Mosquito Control Program.

C. Approval of Resolution Amending Annual Assessment for Special Assessment District 108-C Town Center Street Lighting Fund.

D. Approval of Resolution Amending Annual Assessment for Special Assessment District 109-C West Oaks Area Street Lighting Fund.

E. Consideration of approval of Resolution Regarding Second Amendment to Sublease Agreement and Memorandum of Amendment for Ice Arena Wireless Communications Tower.

F. Approval of claims and warrants – Warrant 1155

Roll call vote on CM 24-05-57 **Yeas: Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer, Casey**
Nays: None

3. Consideration to adopt Resolutions Regarding Sunsetting of the Recreation Center Committee, the Municipal Broadband Committee, and the Roads Committee, in accordance with the recommendations of the City Council Rules Committee.

City Manager Cardenas started by saying that this is a direct result of the action and recommendation of the Council Rules Committee and that some of these committees are being absorbed by new committees that were just formed. He followed by saying that this is the procedure to sunset what was previously on the books and actions have already been taken to have some of these committees absorbed into new ones.

Mayor Pro Tem Casey thanked all the committee members who served on these three committees for the time and effort that they put into the work that those committees did.

CM 24-05-60 Moved by Casey, seconded by Thomas: MOTION CARRIED: 7-0

Adoption of Resolutions Regarding Sunsetting of the Recreation Center Committee, the Municipal Broadband Committee, and the Roads Committee, in accordance with the recommendations of the City Council Rules Committee

Roll call vote on CM 24-05-60

Yeas: Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith
Nays: None

4. Consideration of Zoning Ordinance Text Amendment 18.296 to establish the new City West zoning district, along with associated ordinance changes to reference the new district, and to amend text related to the EXO District, to reflect an underlying zoning of City West. FIRST READING

City Manager Cardenas conducted a brief presentation outlining where we have been and where we are at this point. He stated that this is theoretically the second first reading as this was brought back to the Council from when it was initially brought up last summer. This is a direct result from the work was developed in the 2016 Master Plan, for the land use update. This is one of three districts with the two others being the Pavilion Shore Village near Walled Lake and what is now Sakura Novi. This is City West which was then recommended in 2016. The City West Ordinance was drafted by the planning staff with input from the City Attorney's office and the Planning Commission Implementation Committee. As shared before, this is the City West area, that is from Beck to Taft Road, north and south. The current zoning is RA, OST Industrial, and EXO. This is all under consideration to be rezoned and to be incorporated into the City West zoning area which is the current zoning for what is currently on the books. Since July 10, 2023, there have been several revisions per the Council's initial input on this matter. For example, the setbacks from single family residential has been revised. No buildings, either residential or non-residential, can be built within 100 feet of a single-family zoning district. It was acknowledged that the heights were a concern. City Manager Cardenas showed a map

that incorporated the sizes of the buildings, setbacks for residential and how determining how large those can be. This map exhibited several buffered areas around the City West District. The first buffer, in green, indicates a 100-foot buffer from single family residential with no buildings permitted within this buffer. The second buffer, in red, indicates a 200-foot buffer from single-residential and a height limited to a maximum 35 feet. The last buffer, in yellow, indicates a 300-foot buffer from single-family residential and a building height limited to 45 feet and buildings are not eligible for bonus height consideration. The City Manager stated that he wanted to provide some similarities of what those heights resemble in terms of recent recommendations or approvals that the Council has considered. Huntley Manor, which is on Grand River just east of City West and closer to Meadowbrook, has buildings at 28 feet and the Gateway Townhomes on the north side of Grand River and west of Meadowbrook Road are at 30 feet. The Griffin Novi Townhomes, which are off Haggerty, have a height of 37 feet and the clubhouse of that facility is at 40 feet. These building heights reflect buildings that are three to four stories, getting into the 40 feet range. The townhomes on Main Street, which is at the southeast corner of Grand River and Novi Road are at around 40 feet. Station Flats, which was denied by City Council is around 55 feet, again at the four-story area, giving a perspective of how tall these buildings are and what is being recommended in terms of how far they are from the current residential zoning. The City Manager gave a reminder that the hotel was removed from the south side of Grand River. He also stated that tons of environmental protections have been implemented and clarified in what was presented before the Council now. Next, indicated on a presentation slide, the horseshoe shaped neighborhood of Asbury Park, giving the perspective of how deep the residential lots are. Next slide looks west to east with the south on the left showing deep lots the farther you go east. The following slide looks west to east from the Beck and Grand River intersection where in the northeast corner, behind the USA to Go and the Starbucks, is where a lot of that north side development would be concentrated and to the east is Central Park Estates and the B-3 section, which was referenced earlier in public comment. City Manager Cardenas called attention to Asbury Park, where industrial currently is and the current industrial zoning only requires a 100-foot setback. The subsequent slide shows the view of a facility north of Asbury Park looking west to east and then an additional image showing an offset to that facility with a setback just over a hundred feet that is close to the property lines in Asbury Park. City Manager Cardenas recapped that as shown earlier, the taller the buildings are, the farther the setbacks are so that we're giving enough space to provide the gap between residential and mixed use as were being proposed. Finally, provided was a slide showing City West uses not allowed under I-1 zoning and uses not permitted in City West. This outlines the differences in uses that are being recommended as amended from the July meeting. Planning staff as well as Mr. Schultz were available to answer questions.

Mayor Fischer clarified that item four is to create the ordinance to establish the district and item five is to discuss whether to rezone the north side, the south side and/or both.

Member Staudt requested clarification that the recommended action is the approval of the zoning map and at the end of that, an option is required. City Attorney Schultz

clarified that at the end of creating the ordinance, one of the options will need to be picked.

Member Staudt stated that this had been a long process and that he still had concerns and questions but since the opportunities that the City Council would have to hear about projects as they come up and have some input made him feel better. He continued to say that he had spent many years listening to Mayor Landry and that his comments convinced him that the direction to go is to stay with just the north side and at some future point revisit the south side.

CM 24-05-61 Moved by Staudt, seconded by Fischer: MOTION CARRIED: 7-0

Approval of Zoning Ordinance Text Amendment 18.296 in order to establish the City West zoning district, along with associated ordinance changes to reference the new district, and to amend text related to the EXO District, to reflect an underlying zoning of City West, as described in option 2, subject to any modifications as determined necessary by the City Manager and City Attorney's office before consideration of Second Reading, for the reasons provided below. FIRST READING

Mayor Pro Tem Casey thanked staff for the work it took to create a memo that tried to educate and clarify. Mayor Pro Tem Casey stated it took a lot of time to make the memo clear for everybody reading it and commended staff for hearing the feedback the City Council related to in as much care and protection that could be put into the environment. Much in the memo was highlighted in yellow for the Council to pay attention to and for what was being recommended and even with additional environmental protection of the woodlands and wetlands, there would be a bonus height. It was a creative way to look at trying to protect the environment. Some clarification was needed regarding parking and what is the setback required since the intent is that buildings are going to be as close to Grand River as possible, making the parking in the rear of buildings in some or many cases. Ms. Bell stated the setback is 75 feet and that it requires either a berm or wall to provide an additional buffer for the shielding of headlights. Mayor Pro Tem Casey asked if it was possible to extend the setback to a hundred feet and Ms. Bell stated that it was. It was then requested that it be considered that a hundred feet pretty solid between residential for both parking and buildings and then as the building height increases, the setback will also increase. It was asked of Ms. Bell to talk about what the requirements are for a berm and reiterated that it is only for the south side for now. Ms. Bell stated that the landscaping ordinance deals with buffering between single family and multiple family districts and other types of districts like the industrial district adjacent to residential and that there are all kinds of different standards for berm heights but that is already in the ordinance but believed that a few more notes about landscaping had been added that address greenbelts and some of the additional landscaping requirements that are specific to this district. Mayor Pro Tem Casey noted that generally one should expect that there will be strong buffering between the residential and whatever is going to be in the City West on the south side.

Ms. Bell followed by saying that we still want to be careful about the natural features that are already existing so like what has been done in the Town Center district where it's more permissive for walls and things like that which provide screening instead of a berm which require tree clearing and grading and can take up a lot of area that could be saved for wetlands and woodlands. The Mayor Pro Tem Casey thanked Ms. Bell for predicting that she would inquire about that as it is the intent to protect as much that can be within ordinances and laws so that there is flexibility for wetlands and woodlands to stay and not be torn down to build a berm. The next question asked by the Mayor Pro Tem related to Grand River and stated that during a conversation last June, she was firm in wanting to have significant conversations with the Road Commission for Oakland County and have a strong in-depth understanding of knowing what choices the County could agree to and then the Council could determine which of those choices makes sense based on how things lay out. It was requested that Ms. Bell address what conversations have been with the RCOC from the perspective of how Grand River might need to be reformed in that district. Ms. Bell said there haven't been many detailed conversations with the ROCC yet but had asked them about options for a pedestrian crossing, like a bridge, and that they were open to that. Ms. Bell thinks if this moves forward and the district is established, then the ROCC would have more substantial information. Mayor Pro Tem Casey wanted to note that it is something she is still focused on and hopes that the newly formed Mobility Committee will continue to ask questions and keep an eye on how those conversations are going. The third question asked by Mayor Pro Tem Casey was, what role does the City Council have in approving developments in City West, both north and south, assuming the ordinance passes first reading? Does it come early like seen in the PRO or in total? Ms. Bell responded by saying that at the baseline level of development, she is sure they've left that with the Planning Commission as a standard site plan development project and for the MDO option, they would need to come to City Council after a public hearing at the Planning Commission which is more like a PRO kind of process but it doesn't involve rezoning its projects that are of mixed use or a stand-alone residential project because the residential can only be done if it's under the mixed use development option as that would come to the Council as a site plan approval if the land was already zoned City West.

Member Smith commented that overall, he thinks it looks good and will make that area of Novi improve a lot. He remembers when he was driving through Novi before he lived here, going down Grand River. Member Smith stated that he is glad to hear that a pedestrian bridge over Grand River would be considered and that his vision for something like this would be something like the brew pub that just opened on the north side of Grand River and people in Asbury Park can walk to it instead of getting in their car. He also stated that he is glad that there will be a chance to talk more about what gets into the south side. He said option 2 is appropriate so people south of there are not adversely impacted. Member Smith then asked Ms. Bell if there is bonus height for a building, say going from two to three stories and maintaining the same footprint, capacity has increased by 50%. What happens with parking? If a building gets a bonus floor for preserving green space, is that lost because a bigger parking lot is needed? Ms. Bell responded by saying that we'd need to look at section five of the ordinance, to see what parking was required but usually with additional square footage comes the additional

need for parking. She continued by saying that some of it would be needed unless there was some kind of structured parking or underground parking but for the most part there is going to be additional parking but that there is some flexibility. With a mix of uses, if you can show that those uses would have different demand patterns, a parking study analysis could be done to show how parking could be shared, to bring down the required parking numbers.

Member Thomas reiterated that she appreciated the amount of work that Planning did, and that they listened to what the Council was saying. She stated that the idea is to build a vibrant, walkable area that is of mixed use. Member Thomas asked what if all of the development proposals were for housing. Ms. Bell answered no, to do housing it has to be at the mixed development level and that is not a principal permitted use in the text that has been written so it can only come under the mixed-use development option which automatically comes to the City Council.

Member Heintz then asked if the current direction is option two, rezoning only the north side at this time, did it mean that there was a timeline that would be in place before the Council needed to decide about the south side? Ms. Bell answered no. City Attorney Schultz said the text would be there for if and when people came in to take advantage of the map amendment. Member Heintz stated that overall, it seems like a great option to start with the north side and that talking with residents in the area, being mindful of green space, woodland and wetlands, the Council wants to be careful when planning the south side.

Member Gurumurthy thanked the Planning staff for all their work based on feedback that was provided last year for the updates, especially with district requirements between the north and south side. She noticed that the natural resources and features were put as a separate line item when looking at the MDO. She continued with wanting to keep a focus on the pedestrians and bicyclists and that when looking at the active mobility plan, there were detailed study and analysis that were done regarding signage, guard rails, bike lanes, street lighting and even a high visibility crosswalk crossing. Member Gurumurthy would like to include integration of pedestrian and bicycle safety measures outlined in the active mobility plan, so this is looked at as one of the focused criteria in the MDOs. She commented that she is also supportive of the north side and then waiting on the south side.

Mayor Fischer thanked the entire planning team for all the information as it was laid out from last year, previous memos and this entire packet and that they did an amazing job in laying it out in a way that is easy to read the maps with the setbacks, showing what is being done to make sure that the higher buildings are pushed away from existing residential. He thanked City Manager Cardenas for communicating throughout and giving ample time to consider all this information. The mayor addressed the building heights and bonus floors with the understanding that to get bonus floors above the maximum five floors allowed on the north side, a bonus floor can be added by adding 15% workforce housing, providing LEED certification, having underground parking. He thinks those are the types of things that need to be considered not just in the City West

ordinance but even in other development ordinances. He further commented that he would like to give potentially two bonus floors for a platinum LEED certification and would like to see the Councill be more flexible on how many floors would be bonus floors in the second reading. The mayor stated that he came into this expecting to support option one and thinks that if we go through and we have an ordinance on the books and a district on the book that explicitly calls out different sections in the city, to not do the rezoning all at once is kind of piecemeal and sets up for a situation where the city will have I-1 use next to City West use next to I-1 use. He implored his colleagues to think about what that means and gave the example of an auto repair shop or manufacturing shop coming in and there is nothing that could be done if the area has not been rezoned from I-1. Mayor Fischer further stated that if the corridor is to be cohesive, that he strongly thinks the Council should consider doing both rezonings.

Member Staudt asked if the B-3 located at the corner could be excluded in this ordinance because it is carrying forward all the things in the ordinance that are both south and north side. City Attorney Schultz answered yes, and that the way option one is written the Council would be adopting the text right now and that does not have anything to do with B-3 as the matching option one for the next agenda item on the map does exclude the B-3. Member Staudt confirmed that since option two has already been picked, then the next item must also be option two as they are a matched pair. Member Staudt asked if in the language of the ordinance, could the B-3 property be excluded at this point. City Attorney Schultz stated that it's not in the language of ordinance at this point and for the next item, only option two can be picked and that would only do the north side so B-3 on the south side wouldn't get rezoned. City Attorney Schultz followed by saying that if option one had been chosen now, then option one could be chosen for the next item and that would allow the B-3 parcel to be excluded.

Roll call vote on CM 24-05-61 **Yeas: Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith. Staudt**
Nays: None

5. Consideration of Zoning Map Amendment 18.741 to rezone up to approximately 250 acres of property located north and south of Grand River Avenue, east of Beck Road and west of Taft Road, from Light Industrial, Residential Acreage, Office Service and Office Service Technology to City West District. FIRST READING

City Manager Cardenas started by stating that this item is the map portion of which the text portion was just discussed and the corresponding motion for the map would lead to option two.

CM 24-05-62 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

Approval of Zoning Map Amendment 18.741 to rezone up to approximately 250 acres of property located north and south of Grand River Avenue, east of Beck Road and west of Taft Road, from I-1 Light Industrial, RA Residential Acreage, OS-1 Office Service, and

OST Office Service Technology (excluding the B-3, General Business properties at the southeast corner of Beck and Grand River Avenue), to CW City West District AS DESCRIBED IN OPTION 2 for the reasons provided below. FIRST READING

Option 2: Rezone only the north side of Grand River Avenue between Beck Road and Taft Road at this time consisting of approximately 144 acres of land to the City West District. This option would leave the potential for the south side to be rezoned at some point in the future without having to fully amend the draft City West zoning ordinance. In the meantime, the south side of Grand River Avenue would remain zoned primarily Light Industrial, and any new development proposed would need to meet the I-1, Light Industrial District standards (or RA or B-3, in the case of two properties near the southeast corner of Grand River and Beck). This would also leave open the option for a developer to request a rezoning of the land on the south side of Grand River to City West if that district is needed to support a particular development.

Mayor Pro Tem Casey inquired if the Council is making the zoning map change the minute the vote happens, assuming it passes, or is it tied to when the second reading for the ordinance is approved? City Attorney Schultz replied that they are tied together. Mayor Pro Tem Casey stated to be clear, that based on previous conversations, the language in what's in option two clearly says that the south side will remain as is, zoned light industrial, RA or B-3, as in the case of the two properties, and that hopefully alleviates the concern raised moments ago.

Mayor Fischer reiterated that he thought option one is the more appropriate option and again, if the Council thinks it's the right zoning, it should be moved to the south side. With that being said, he does agree with the audience comment participant who said that the B-3 should be left as is but would implore that we move to the south side sooner rather than later to make sure that some of those uses just outlined in I-1 do not end up there to our detriment.

Roll call vote on CM 24-05-62

Yeas: Fischer, Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas,
Nays: None

6. Approval of Resolution for 2024 Millage Rates

City Manager Cardenas commented that this is the final step in the budget process and that there had been consideration with the budget sessions, the public hearing that was earlier tonight and now is the formal resolution to adopt the millage rates. He continued to say that nothing has changed in the last two years for millage rates, no increase in taxes, so this is the annual procedure that is required by this date and the Budget Act.

CM 24-05-63 Moved by Smith, seconded by Gurumurthy: MOTION CARRIED: 7-0

Approval of Resolution for 2024 Millage Rates

Roll call vote on CM 24-05-63 **Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

7. Approval of Resolution for Fiscal-Year 2024-2025 Budget and Acknowledging the Multi-Year Budget, Including Projections of Future Fiscal-Years 2025-2026 and 2026-2027.

City Manager Cardenas said this was the final step in the process in adopting the resolution for next year's fiscal budget that has been considered, proposed and presented to the Council and even though future years are being acknowledged, next year's budget is what is being approved.

CM 24-05-64 Moved by Smith, seconded by Casey: MOTION CARRIED: 7-0

Approval of Resolution for Fiscal-Year 2024-2025 Budget and Acknowledging the Multi- Year Budget, Including Projects of Future Fiscal-Years 20252026 and 2026-2027.

Roll call vote on CM 24-05-64 **Yeas: Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer, Casey**
Nays: None

8. Consideration of recommendation from the Older Adults Needs Committee to support funding for free transportation within the PEX service area for all riders 55+ and all residents experiencing a limiting disability who are unable to drive.

City Manager Cardenas noted that this is a reaction to the decision made at the last meeting when the Older Adults Needs Committee came and clarified a recommendation to City Council, which is expanding the fee list rate and ridership for everyone over 55 and all residents experiencing limited disability.

Mayor Pro Tem Casey acknowledged the recommendation coming from the Older Needs Committee and appreciates the conversation with the Council. The recommendation is to expand their initial decision from the last meeting.

CM 24-05-65 Moved by Casey, seconded by Smith: MOTION CARRIED: 7-0

Approval of recommendation from the Older Adults Needs Committee to support funding for free transportation within the PEX service area for all riders 55+ and all residents experiencing a limiting disability who are unable to drive.

Member Heintz requested clarification on what the goal is, to help older adults with potentially some of which would be in financial need or just providing a free service to everyone that is 55 and up. Member Heintz further said he was all about trying to provide services and resources to the residents but thought it is important to ask if there is a need for an entire group or basically try to provide assistance if there is a financial need and wondered if there was a way to assess if there is a higher proportion of individuals that have financial need compared to individuals that are less than 55. City Manager Cardenas stated that the City has not been tracking the usage of anyone 55 and over without disabilities and it has not been tracked for years because it has been free. He further stated that there is some data with respect to people that have used the service that require some kind of a device, either a wheelchair or scooter, but that does not really take into account everyone without a disability. He continued to say that there has been no financial impact in terms of our population that needs financial support so unfortunately there has not been time to crunch or gather some kind of assembly of knowledge to present with confidence of the absolute need. Member Heintz did a quick Google search which indicated the over 65 group had a higher mean income in Novi compared to the under 25 so if the City is providing a free service for those individuals that are above a certain age, then he thinks it is important for the Council to consider what the goal was. Member Heintz closed by saying that the Council should consider a further discussion later to see if the right goals are being met.

Member Thomas commented that some things that she considered when working with older adults is who needs the free rides, and her thought process is that people who cannot drive themselves, and that we want to make sure that our older adults, our citizens, can get to their doctor's appointments. Member Thomas then spoke about her personal experience with her mother who needed to get dialysis and the difficulties of getting her mother, who has a scooter, back and forth. She also said that when a person is retired, their income typically drops and that is a concern, so when she is looking at this it is important to make sure that everyone who needs medical care gets the care, if people cannot get themselves around, we make sure they get themselves around, or if people cannot drive or maybe should not be driving, they can get help. Member Thomas said she thinks a lot of 55 years olds would not want to be called seniors, but she would rather overshoot than miss people who need help.

Member Staudt noted that it was disappointing the last time Council voted on this, taking services that were being provided by the city and adding a cost to them, so he is pleased this is being addressed again. He stated that as long as he has been serving, there has been a city run senior transportation system that has been well managed and provided a service long before many communities were, allowing people to go to City Hall, the library, to vote and do things that were critical to their life, at no cost. He is pleased that the City is going to continue to provide that service to our seniors and those who are disabled at no cost.

Member Gurumurthy commented that she had been talking to different diverse community members, especially in this age group, and her understanding is the main use

of this transportation is mainly for medical purposes. She stated she was happy about this because it matches with the current City of Novi transportation.

Member Smith then mentioned that he thinks this is a good start but thinks the Council should look at people who are younger and either cannot or should not be driving. He further stated that he thinks it is a great platform for the new Mobility Committee and hopefully that gets looked at.

Mayor Fischer said that he was happy to have this back before the council and appreciates the Older Adults Needs Committee taking another look. He added that a promise was made years ago to people 55 plus to provide this service at no cost and just because changes are made to who is driving, who is providing the service, the free service should not be taken away. He said that he thought the Council sounded like they were going to get behind continuing this for our seniors and he thinks that is a great accomplishment for them to all be proud of. He further stated that as the Council gets more information on ridership, they can discuss looking at under 55 on an income needs basis or hardship where they can apply for a subsidy through the city. The mayor would like to see the program start on July 1st with PEX and would like to get data on who is using it and have a further discussion if they discover people who are missing out on rides because of a hardship with their income. The mayor commented that based on current ridership, extended hours, and expanded rout area he expected an increase in costs and confirmed with City Manager Cardenas what the budget is for senior transit and if he was comfortable with the increase since it would be contained within the budget and the City Manager replied yes.

Member Smith requested clarification that the motion included within the PEX boundaries was free rides in which Mayor Fischer stated that was correct.

Roll call vote on CM 24-05-65 **Yeas: Heintz, Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy**
Nays: None

CONSENT AGENDA REMOVALS: None

AUDIENCE COMMENT:

Khurram Abbas of Asbury Park thanked the Council as well as City staff for the discussions about City West, including staff that had reached out to talk to the residents and to those who came and looked at the actual area. Mr. Abbas stated that the proposed amendment to change the parking setback from 50 feet to 75 feet was better but expressed concern about what would happen to those residential protections under option two. Mr. Abbas commented that he was in favor of light industrial and that if Council spoke to the houses up north, they would hear that industrial is the best use over there. Mr. Abbas noted that he thought option two is better than option one with the understanding that the proposed protections stay in the literature. Aside from City West, Mr. Abbas, being in telecommunications, wanted to propose that the broadband

committee be reformed since there is only one broadband provider where he lives and feels there are dismal options. Mayor Fischer asked that the City Manager follow up with Mr. Abbas regarding the ramifications of the discussion and the new utilities committee to subside any broadband questions.

COMMITTEE REPORTS:

1. Older Adult Needs Committee

Mayor Pro Tem Casey noted that the committee met last week, and they did look at a couple of major sections in the final report. The next meeting is on May 20th.

2. Ordinance Review Committee

Mayor Fischer stated that the committee did meet this evening to talk about a couple of different items including a potential fireworks ordinance. Also discussed was the overlay option that Mayor Pro Tem Casey referred to the committee.

3. PRCS Grant Citizen Advisory Committee

Member Thomas stated that the committee met a couple of weeks ago to discuss the possibility of adding improvements to Lakeshore Park and possibly coming up with a proposal to pursue grant money.

4. Consultant Review Committee

Member Staudt stated that the committee met this evening and discussed moving forward on projects related to public safety and talked about potential owner representatives and what the next steps are. The committee will also meet again soon to talk about a potential RFQ as well as the prosecutor's contract and making amendments to that.

MAYOR AND COUNCIL ISSUES: None

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 8:15 P.M.

_____
Cortney Hanson, City Clerk

_____
Justin Fischer, Mayor

_____
Transcribed by Becky Dockery,
Account Clerk

Date approved: May 20, 2024

EXCERPT FROM THE CITY COUNCIL MEETING MINUTES MAY 20, 2024

Roll call vote on CM 24-05-74 **Yeas: Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer, Casey**
Nays: None

8. Consideration of approval to award the construction contract to Pro-Line Asphalt Paving Company, the low bidder, for the 2024 and 2025 Asphalt Neighborhood Roads Program in the amount of $3,241,334.

CM 24-05-75 Moved by Casey, seconded by Smith: MOTION CARRIED: 7-0

Approval to award the construction contract to Pro-Line Asphalt Paving Company, the low bidder, for the 2024 and 2025 Asphalt Neighborhood Roads Program in the amount of $3,241,334.

Member Gurumurthy observed that there is a lot of road maintenance in the agenda and going forward she would like to see how these maintenance items relate back to the PASER score so the Council can see how their goal is progressing.

Roll call vote on CM 24-05-75 **Yeas: Heintz, Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy**
Nays: None

9. Approval of Zoning Ordinance Text Amendment 18.296 in order to establish the new City West zoning district. SECOND READING

City Manager Cardenas said this is the second reading for what was decided on and passed in the last Council meeting for option 2 which incorporates the changes wanted, giving the Council early input to the PRO or PUD processes, adding a vet clinic as an approved use and make sure to draw the connections with the active mobility plan and also adding extra floors for a LEED certification. The City Manager reiterated that the rezoning is only for the north side of Grand River from Wixom to Taft.

CM 24-05-76 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

Approval of Zoning Ordinance Text Amendment 18.296 and by reference the City West Design Guide in order to establish the City West zoning district, along with associated ordinance changes to reference the new district, and to amend text related to the EXO District, to reflect an underlying zoning of City West, subject to minor modifications as determined necessary by the City Manager and City Attorney's Office. This motion is made because the proposed City West Rezoning fulfills the concepts provided in the Master Plan for Land Use to provide a new zoning district that will create a vibrant, integrated, mixed-use arts and entertainment district along Grand River Avenue, east of Beck Road, and that would support and

enhance the nearby Suburban Collection Showplace and Ascension Providence Park. SECOND READING

Roll call vote on CM 24-05-76 **Yeas: Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz**
Nays: None

10. Approval of Zoning Map Amendment 18.741 to rezone up to 250 acres of property located north and south of Grand River Avenue, east of Beck Road and west of Taft Road, to CW City West District. SECOND READING

City Manager Cardenas said this is incorporating what was just done in the text amendment and reflecting the change in the map. Mayor Fischer clarified that this would be the north side of Grand River.

CM 24-05-77 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

Approval of Zoning Map Amendment 18.741 to rezone only the north side of Grand River Avenue between Beck Road and Taft Road, consisting of approximately 137 acres of land, from I-1 Light Industrial, and OST Office Service Technology to CW City West District. This motion is made because the proposed City West Rezoning fulfills the concepts provided in the Master Plan for Land Use to provide a new zoning district that will create a vibrant, integrated, mixed-use arts and entertainment district along Grand River Avenue, east of Beck Road, and that would support and enhance the nearby Suburban Collection Showplace and Ascension Providence Park. SECOND READING

Roll call vote on CM 24-05-77 **Yeas: Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith**
Nays: None

11. Consideration of tentative approval of the request of Toll Brothers, LLC, for Elm Creek, JZ22-28 with Zoning Map Amendment 18.732, to rezone property on the west side of Meadowbrook Road, south of 12 Mile Road from Office Service Technology and Low-Rise Multiple Family to Low-Rise Multiple Family with a Planned Rezoning Overlay.

City Manager Cardenas stated the petitioner is requesting a zoning map amendment for approximately 37 acres. The formal PRO plan proposes a two phased, up to 121-unit multi-family townhome development. The planning commission held the public hearing on the formal PRO plan on April 24 and recommended approval to the city council. The applicant proposes to fill two offsite sidewalk gaps along Meadowbrook Road, adjacent to the north and south, totaling 314 feet. As a benefit to the public, the sidewalk extension will include design, construction, and easement acquisition if necessary. The developer is also proposing to contribute $10,000 to the Parks, Recreation and Cultural Services, to

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guidelines and standards to enforce, and then make a motion to do that.

Seeing no one else, Chair Pehrson requested Member Lynch read the correspondence received on the matter. There were two objections received, one from Randy Blackman, 43479 McLean Court, and one from Phillip Galecki, 43515 McLean Court.

Chair Pehrson closed the public hearing and turned the matter over to the Planning Commission for consideration.

Member Lynch stated his comments have not changed.

Member Becker had no further comment.

Member Verma had no further comment.

Member Roney had no further comment.

Member Avdoulos stated that in looking at the information shown for each of the plans in the packet the footprint of the residence, the drive, and the area of landscaping is basically 50 percent of the lot, so at least 50 percent of the lot must be cleared in order to build the home. A lot of the trees must be removed to excavate, to build the house, and create landscaping. The Commissioners review all this information and consider many factors. A tree list has been provided which identifies whether trees are good or need to be removed. The Commissioners do have the information at hand to seriously take a look at each one of the properties.

Motion to approve Woodland Use Permit PBR24-0095 for the removal of 23 regulated woodland trees at 22683 Novi Road made by Member Avdoulos and seconded by Member Lynch.

> **Motion to approve Woodland Use Permit, PBR24-0095, for the removal of twenty-three (23) regulated woodland trees within an area mapped as City Regulated Woodland at 22683 Novi Road to build a single-family home. The approval is subject to on-site planting to the extent possible of forty-three (43) required woodland replacement credits. If necessary, any outstanding credits may be paid into the City's Tree Fund. In addition, any other conditions in the Woodland Consultant's review letter shall be addressed.**

ROLL CALL VOTE ON MOTION TO APPROVE WOODLAND USE PERMIT PBR24-0095 FOR THE REMOVAL OF 23 REGULATED WOODLAND TREES AT 22683 NOVI ROAD MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 6-0.*

4. **CITY WEST ZONING MAP AMENDMENT 18.747**
   Public hearing and Planning Commission's recommendation to City Council regarding the staff-initiated request to rezone property in Section 16, located east of Beck Road, west of Taft Road on the south side of Grand River Avenue from Office Service, Residential Acreage, and Light Industrial to City West. The subject properties total approximately 106.76 acres.

Senior Planner Lindsay Bell stated City staff previously initiated the rezoning of the 250-acre area between Beck Road and Taft Road, both north and south of Grand River Avenue. The subject properties north of Grand River Avenue were successfully rezoned by City Council on May 20, 2024, but the area south of Grand River Avenue was not rezoned at that time.

Based on a request from Mayor Fischer, staff were asked to bring back for reconsideration the southern area, which totals approximately 107 acres. The subject area is proposed to be zoned CW - City West, a new district that was recommended in the 2016 Master Plan Update and adopted by City Council in May. As indicated on the map, some of the parcels to be rezoned are currently developed with Light Industrial uses and office buildings. Staff is requesting the rezoning to bring all parcels within a single zoning district consistent with the Master Plan recommendation to create a cohesive, walkable, mixed-use district.

The adopted City West Zoning Ordinance and Design Guide (included in the Planning Commission packet and available online) would not need to be amended; the Council's approval of the CW ordinance left open the possibility that the south side of Grand River could be rezoned in the future. The southeast corner of Grand River Avenue and Beck Road is excluded from the request, as the property owner had previously requested that the existing B-3, General Business zoning be maintained. Otherwise, the suggested area for rezoning is the area fronting on the south of Grand River between Beck Road and Taft Road.

The north side of Grand River is now zoned City West. The Suburban Center Showplace is also covered by the Exposition Overlay district. The area to the south of Grand River is primarily zoned I-1 Light Industrial, except for the area that abuts Beck Road, which is zoned for RA Residential Acreage and OS-1 Office Service.

The area to the south is primarily One Family Residential districts, with Central Park Estates zoned Low Rise Multiple Family, and a salon zoned Office Service. East of Taft Road is zoned Light Industrial. West of Beck Road is zoned Office Service Commercial (Ascension Providence Hospital campus).

The 2016 Master Plan Update recommended the creation of a cohesive district that supports long-term vitality and projects a sense of place. City West was described as a dense, walkable, unified district featuring a mix of arts, entertainment, retail, restaurant, hotel, convention/exposition, office and residential uses. While the boundaries for the south side only extended halfway between Beck and Taft, during the process the Implementation Committee recommended the full length of the south side of Grand River be rezoned.

The City's mapping portal shows that there are regulated wetland and woodland areas throughout the subject area. The actual location of any woodlands and wetlands will need to be field verified by applicants with the submittal of any site plan for the parcels. Any proposed impacts to these natural features will be reviewed and discussed during the site plan submittal for any project on the property and follow the typical standards for review and approval according to the City's ordinances, including Wetland and Woodland permitting. Throughout the City West text, there is an emphasis on protecting the existing natural features woodland and wetlands in the district.

The City West area provides an opportunity to expand the housing choices available for young professionals, empty nesters, and other residents who prioritize a more urban, walkable community, easy access to the highway and destinations within Novi, and entertainment opportunities. Grand River Avenue is a major corridor with greater road capacity than many areas of the city. SMART has recently established bus service along the Grand River corridor through Novi and into Wixom. There are a couple of stops within the City West area, which makes the creation of the district very timely to enable the establishment of transit-oriented development.

City West is also an opportunity to showcase Novi as an area of interest to the thousands of visitors to the Suburban Showplace and Ascension Hospital each year. Visitors to events at the Showplace could take advantage of nearby restaurants, hotels, and shopping without having to get in a car. Similarly greater housing options may appeal to employees of the hospital who could walk or bike to work.

The ordinance includes an optional Mixed-Use Development Option (MDO), which permits a wider range of uses and higher-intensity development to encourage the creation of a dynamic mix of compatible uses. While the MDO provides greater flexibility in parking and landscaping, as well as setbacks and building height to allow a more urban form of development, projects will still be subject to other applicable codes and regulations of the City, including stormwater detention standards, façade, and landscape requirements, as well as lighting and noise ordinances.

Residential uses can be developed under the MDO, either as a stand-alone use under certain circumstances or as part of a mixed-use project. The granting of a Mixed-Use Development Option application requires review and recommendation by the Planning Commission and approval of the City Council. The MDO process is similar to the approval process for the Planned Development Options, with

City Council discretion over deviations.

The adopted Ordinance has a maximum height of 2 stories south of Grand River under the baseline option. For MDO projects, the height limit is increased to 3 stories, or up to 4 stories if bonus height conditions are met and it is further than 300 feet from the residential area to the south. City Council would need to approve the increase in height for each project proposed. Adjacent to single-family residential zones, additional restrictions would control building heights, with a maximum of 35 feet permitted within 200 feet of single-family districts, and a maximum of 45 feet between 200-300 feet of such districts. Within 300 feet of Single-Family buildings are not eligible for bonus height approval.

As with the existing I-1 Zoning, City West requires a minimum building setback of 100 feet from single family residential districts. The parking setback is 75 feet and would be required to be screened with a 5-foot wall or landscaped berm.

Existing standards for screening berms/buffers also apply to new multifamily and commercial buildings when adjacent to a residential use. The presence of regulated natural features will also provide a buffer between the districts.

Development in this district is to be designed to ensure development is cohesive and walkable. Buildings are meant to front on internal street networks rather than Grand River to create a more pedestrian-friendly environment. Shared off-street parking facilities are encouraged, as is structured parking. Development projects are required to provide public plazas and open spaces for gathering. City West is meant to have sidewalks and pathways throughout the district, providing connections to the City's non-motorized network.

Property owners south of Grand River in the City West area, both of vacant land and currently developed property, have expressed an interest in and support of the ordinance amendment. Some property owners have introduced concepts for projects that could align with the intent of the City West ordinance. Current businesses such as Gatsby's, Paradise Park, and Total Sports Novi have found the text amendment appealing due to the flexibility it offers for those businesses moving forward.

Staff recommends approval of the proposed Zoning Map Amendment for the reasons presented. Tonight, the Planning Commission is asked to hold the public hearing and make a recommendation to City Council on the rezoning of property south of Grand River Avenue, as shown in the map, to the City West District. Staff is happy to answer any questions.

Chair Pehrson opened the public hearing and invited members of the audience who wished to speak to approach the podium.

Khurram Abbas, 26508 Mandalay Court, stated he is a resident of Asbury Park subdivision and has been a Novi resident for over a decade. He is here to speak on behalf of the Asbury Park HOA Board of Directors. The north side of the subdivision touches what's being termed as the south side of City West. Many Asbury Park and other Novi residents have expressed their concerns, both in person and through letters, with last year's overall City West rezoning proposal for both the north and the south sides with concerns ranging from large unsightly buildings, noise, woodland/woodland eradication, and lack of infrastructure including roads, schools, and general facilities to handle more dense residential housing in this area.

The Planning Commission at the time still decided to unanimously recommend the rezoning for approval to the City Council. However, the City Council at that time was more receptive to residents' concerns and only passed the rezoning pertaining to the north side of City West, with the possibility of reconsidering the south side later. Mr. Abbas recently found out that the mayor requested the Planning Commission to consider the south side at this time. He fails to understand why it was not addressed at one time, and why did they need to wait four months, it kind of breaks up the momentum.

At the time of the City Council meeting, City staff had made some changes to the ordinance steps to provide more protection to the south side for the residents. Mr. Abbas believes staff just mentioned the parking set back was increased to 75 feet. He appreciates staff working with residents and addressing

concerns. There has been a lot of engagement and good interactions with the City Council on this, but we will definitely request that the parking setback be increased to 100 feet.

This seems like a project that has had a lot of consideration, and a lot of input from folks. The residents certainly don't like it, but based on what happened on the north side, this is probably going to happen, Mr. Abbas would appreciate it if the City staff, City Council, and Planning Commission continue to work with residents and make sure that the residents on the south are given a little more protection than what's being offered in this plan today.

James Frankfurth stated he owns the property at 46401 Grand River, 46409 Grand River, and 46411 Grand River. When he received the public hearing notice about the rezoning, he had to think about it for a while. He is in favor because he knows the City has wanted to develop more of a downtown area, primarily the shopping center area on the corner of Novi Road and Grand River. Having business there, he has watched the foot traffic improve over the years, there are more and more bicycles, more and more walkers, and people walking dogs.

Mr. Frankfurth has tried to keep the lawn mowed around there every couple of weeks and he sees deer there all the time. There is designated wetland on the property to the east of his though he is not highly impacted by the wetland area.

Mr. Frankfurt would welcome the City to go ahead and link the west side of the town to the downtown area near Novi Road and Grand River. The SMART buses are running up and down that corridor, and there are young professional people at the medical centers and the hospital. If there are townhouses, condominiums, or apartment buildings along there, that housing is going to be occupied shortly. It's a win, win situation. He has been approached by somebody who wanted to put a five-story hotel on his property. He did not take the offer on the property at the time because he'd rather see residential housing there, along with the business use mix. He thinks the rezoning is long overdue. He has accepted an offer on his property now and it is attached to other adjacent property which may generate property taxes of $35-50 million.

Seeing no one else, Chair Pehrson requested Member Lynch read the correspondence received on the matter. There were eleven responses received, eight in favor and three opposed.

Chair Pehrson closed the public hearing and turned the matter over to the Planning Commission for consideration.

Member Lynch recalled his concern from when this was before the Planning Commission prior was the buffer to the residential area. Looking at the buffer, there is a baseline of 100 feet. If a building height goes to 35 feet, the buffer zone is increased to 200 feet, and if a building goes to 45 feet or three stories, the buffer zone increases to 300 feet or the size of a football field. Member Lynch appreciates his comments and the comments of the homeowners being taken into consideration. A recommendation for staff and City Council to consider is to make the 100-foot area a conservation easement. It would not cost anything. If we have to adjust, the conservation easement could be moved.

Member Lynch thinks the area is going to look wonderful. There are still some issues to overcome with traffic and infrastructure (water pressure), but from the City long term strategic standpoint it makes sense. The mixed use is intriguing.

Member Becker stated that almost the entire part of the City West subject property has been zoned I-1 Light Industrial, which means any of the properties there could have been zoned into an industrial type of development. He likes the fact that at some point down the road this will get rid of the random helter skelter look of the various buildings and unify the area into something that is planned. It will complement the development on the north side of Grand River. It will be a tremendous advantage for Novi to have this image and to have a well-reimagined development on the south side of Grand River rather than having various industrial projects with no common sense to it. Member Becker is in support.

Member Verma inquired whether there will be only residential permitted or if there will be any hotels

permitted on the south side of Grand River. Senior Planner Bell responded that before City Council adopted the City West amendment, they wanted to remove the option to build hotels on the south side of Grand River. No hotels will be permitted on the south side, there are a variety of other mixed uses, such as offices, daycare, financial institutions, retail instruction centers, businesses, schools, along with other uses that could be developed there as well as residential housing. Hotels are permitted to be developed on the north side of Grand River.

Member Roney stated he likes the proposal for rezoning. A lot of great work went into this. It looks like it's a great opportunity for developers to do something really nice in the City. Of course we need to attract them, and by setting up the foundation here, hopefully we will.

Member Avdoulos stated he is in favor of the City West rezoning. He was on the Implementation Committee when City West was introduced; a lot of consideration went into creating some activity for the area. As Member Becker mentioned, it currently is a hodgepodge or random with a lot of different things going on. The City West zoning will allow some cohesiveness in the area. A lot of consideration was put forward related to the residents and the residential area abutting along the south border shared with them related to buffer zones and building height permitted.

Members of the Committee and staff from the City went to visit other cities to see what was going on in those different locations and take a look at the precedent set, so as not to reinvent the wheel but learn from others. This is a great opportunity to allow the existing businesses also to be successful. Member Avdoulos is very proud of the fact that Novi really supports its businesses and its community. If we can get some residential in this area to provide apartment living or condo living that would be great not only for young professionals, but also for empty nesters and for anybody really who wants to be a part of this City.

Motion to recommend approval to City Council to rezone the subject property to City West made by Member Avdoulos and seconded by Member Lynch.

In the matter of Zoning Map Amendment 18.747, motion to recommend approval to City Council to rezone the subject property from OS-1 (Office Service), RA (Residential Acreage), and I-1 (Light Industrial) to CW (City West) for the following reasons:

- ***a.*** **The 2016 Master Plan for Land Use recommended the creation and adoption of a new zoning district for this area of the City in order to foster redevelopment of underutilized parcels, and to create a vibrant, walkable, mixed-use district.**
- ***b.*** **The Master Plan for Land Use objective to foster a favorable business climate is fulfilled by allowing more flexible development standards for a unique area of the City.**
- ***c.*** **The Master Plan for Land Use objective to support and strengthen existing businesses and attract new businesses is fulfilled by allowing existing businesses to expand and creating new development opportunities in a mixed-use setting.**
- ***d.*** **The Master Plan for Land Use objective to provide a wide range of housing options is supported as the new district allows residential use in a mixed-use setting.**
- ***e.*** **The Master Plan for Land Use objective to develop the City West/Grand River and Beck area in a manner that supports and complements neighboring areas through the use of setback and height restrictions to provide buffers to single family districts.**
- ***f.*** **It provides an opportunity for long-standing businesses to remain at their current location.**

ROLL CALL VOTE ON MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL TO REZONE THE SUBJECT PROPERTY TO CITY WEST MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 6-0.*

5. **JZ24-32 FELDMAN KIA PRO PLAN WITH REZONING 18.746**

   Public hearing at the request of Feldman Automotive for initial submittal and eligibility discussion for a Zoning Map Amendment from Non-Center Commercial (NCC) to General Business (B-3) with a Planned Rezoning Overlay. The subject site is approximately 4.88-acres and is located west of Joseph Drive, south of Grand River Avenue (Section 24). The applicant is proposing to develop an automotive dealership with outdoor vehicle inventory, which is not a permitted use in the NCC District.

Senior Planner Bell stated the petitioner is requesting a Planning Rezoning Overlay for two parcels located

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Approval of Resolution approving the City's renewal of participation in the Mutual Aid Box Alarm System (MABAS), an intergovernmental agreement providing fire mutual aid assistance among its signatories.

SUBMITTING DEPARTMENT: Fire Department

KEY HIGHLIGHTS:

- The Agreement will secure to each participating community the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescues and/or other emergency support in the event of an emergency, disaster or other serious threat to public health and safety.
- The last resolution was signed by Novi City Council on May 9, 2016.
- This interlocal agreement was reviewed by legal and is a duplicate of the 2016 agreement.
- It has been over eight years requiring a new signed agreement. The Urban Cooperative Act under which this agreement requires that signed copies be filed with the County Clerk of each participating County as well as the Department of State Office of the Great Seal.

BACKGROUND INFORMATION:

The Michigan Association of Fire Chiefs has put its full support behind the MABAS system and encourages all fire departments in the State of Michigan to form regions and divisions. Every community cannot afford to have the equipment and personnel to respond to large scale incidents. When completed the MABAS system will include all fire departments in the State of Michigan. Division 2 is made up of 66 fire departments from Oakland and Western Wayne Counties. The resources of these departments include all the fire apparatus and personnel which may be available to augment our City's resources during a manmade or natural disaster.

As a MABAS member agency, every community has the same agreement as signatories, all agreeing to send available predetermined resources to assist a stricken community. This agreement does not replace local mutual aid agreements already in place. The benefits of MABAS include improving disaster response capabilities, reducing the impact of a disaster, strengthening interstate mobilization, and bringing fire service stakeholders together.

This agreement provides the legal parameters for intrastate and interstate mutual aid such as liability, Worker's Compensation, and indemnification language that is required of inter-local agreements. MABAS agencies are required to adopt the Michigan Emergency Management Assistance Compact (MEMAC). These two agreements provide mutual aid resources and the capability for reimbursement when a department responds pursuant to a governor's declaration of disaster. As with other agreements, the City of Novi will need a resolution authorizing the Mayor to enter into the MABAS Agreement. Legal counsel has reviewed this matter and opines there is no legal impediment which precludes the City of Novi from executing this agreement.

RECOMMENDED ACTION: Approval of Resolution approving the City's renewal of participation in the Mutual Aid Box Alarm System (MABAS), an intergovernmental agreement providing fire mutual aid assistance among its signatories.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION OF AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION (MABAS) AGREEMENT

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on November 25, 2024 at 7 o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers_____

ABSENT: Councilmembers_____

The following preamble and Resolution were offered by Councilmember _____and supported by Councilmember _____.

WHEREAS; the City of Novi is a Michigan municipal corporation; and

WHEREAS; City of Novi has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, and special operations ("Fire Services"; and

WHEREAS; this Agreement is entered into between the participating units of local government "Parties" that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements; and

WHEREAS; the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

WHEREAS, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and

WHEREAS; the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

WHEREAS; the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

WHEREAS; the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions;

NOW THEREFORE, IT IS THEREFORE RESOLVED that the City of Novi does hereby approve and authorize and direct its Mayor and Clerk to execute, the attached Amended Michigan Mutual Aid Box Alarm System Association Agreement.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

_____
Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 25th day of November 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

_____
Cortney Hanson, City Clerk
City of Novi

AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION AGREEMENT

Effective Date: _____

BETWEEN

PARTICIPATING POLITICAL SUBDIVISIONS AS SIGNATORIES TO THIS INTERLOCAL AGREEMENT

This Agreement is entered into between the participating units of local government "Parties" that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.

WHEREAS, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

WHEREAS, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and,

WHEREAS, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

WHEREAS, the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

WHEREAS, the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions;

NOW, THEREFORE, the Parties agree as follows:

SECTION ONE

Purpose

It is recognized and acknowledged that in certain situations, such as natural disasters and man-made catastrophes, no political subdivision possesses all the necessary resources to cope with every possible Emergency, Disaster or Serious Threat to Public Safety, and an effective, efficient response can be best achieved by leveraging collective resources from other political subdivisions. Further, it is acknowledged that coordination of mutual aid through the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) is most effective for best practices and efficient provision of mutual aid.

SECTION TWO

Definitions

The Parties agree that the following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

A. "Agreement" means the MI-MABAS Agreement.

B. "Michigan Mutual Aid Box Alarm System" ("MABAS") means a definite and prearranged plan whereby response and assistance is provided to a

Requesting Party by an Assisting Party in accordance with the system established and maintained by MI-MABAS Members;

C. “Party” means a political subdivision which has entered into this Agreement as a signatory;

D. “Requesting Party” means any Party requesting assistance under this agreement;

E. “Assisting Party” means any Party furnishing equipment, personnel, and/or services to a Requesting Party under this agreement;

F. “Emergency” means an occurrence or condition in a Party’s jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Requesting Party and such that a Requesting Party determines the necessity of requesting aid;

G. “Disaster” means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, or similar occurrences resulting from terrorist activities, riots, or civil disorders;

H. “Serious Threats to Public Health and Safety” means other threats or incidents such as those described as Disasters, of sufficient magnitude that the necessary public safety response threatens to overwhelm local resources and requires mutual aid or other assistance;

I. “Division” means the geographically associated Parties which have been grouped for operational efficiency and representation of those Parties;

J. “Training” means the regular scheduled practice of emergency procedures during non-emergency drills to implement the necessary joint operations of MI-MABAS;

K. “Executive Board” means the governing body of MI-MABAS composed of Division representatives.

L. “Effective Date” means the date on which the Agreement is first filed with the Department of State, the Office of the Great Seal, and each county where Parties are located.

M. “Special Operations Teams” means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.

SECTION THREE

Establishment of the Association, the Divisions and Executive Board of MI-MABAS

A. Establishment of the Association

1. The Parties intend and agree that MI-MABAS is established as separate legal entity and public body corporate pursuant to the Michigan Urban Cooperation Act of 1967, 1967 PA, MCL 124.505(c) and this Agreement.
2. Name of MI-MABAS. The formal name of the Association is “Michigan Mutual Aid Box Alarm System Association”.

3. Federal Tax Status. The Parties intend that MI-MABAS and all Divisions shall be exempt from federal income tax under Section 115(1) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any future tax code
4. State and Local Tax Status. The parties intend that the MI-MABAS and all Divisions shall be exempt from all State and local taxation including, but not limited to, sales, use, income, single business, and property taxes under the applicable provisions of the laws of the State.
5. Title to MI-MABAS Property. All property is owned by MI-MABAS as a separate legal entity. MI-MABAS may hold any of its property in its own name or in the name of one (1) or more of the Parties or Divisions, as determined by the Parties.
6. Principal Office. The principal office of the Association ("Principal Office") shall be at such locations determined by the MI-MABAS Executive Board.

B. <u>Establishment of the Executive Board.</u>

An Executive Board shall be established to consider, adopt, and amend needed rules, procedures, by-laws and any other matters deemed necessary by the Parties. The Executive Board shall consist of a member elected from each Division of MI-MABAS who shall serve as the voting representative of said Division of MI-MABAS matters, and may appoint a designee from his or her Division to serve temporarily in his or her stead. Such designee shall have all rights and privileges attendant to a representative of the Division. A President and Vice President shall be elected from the representatives of the

Parties and shall serve without compensation. The President and other officers shall coordinate the activities of the MI-MABAS Association.

SECTION FOUR

Duties of the Executive Board

The Executive Board shall meet regularly to conduct business and to consider and publish the rules, procedures, and bylaws of the MI-MABAS Association, which shall govern the Executive Board meetings and such other relevant matters as the Executive Board shall deem necessary.

SECTION FIVE

Rules and Procedures

Rules, procedures, and by laws of the MI-MABAS Association shall be established by the Member Units via the Executive Board as deemed necessary for the purpose of administrative functions, the exchange of information, and the common welfare of the MI-MABAS.

SECTION SIX

Authority and Action to Effect Mutual Aid

A. The Parties hereby authorize and direct their respective Fire Chief or his or her designee to take necessary and proper action to render and/or request mutual aid from the other Parties in accordance with the policies and procedure established and maintained by the MI-MABAS Association.

B. Upon a Fire Department's receipt of a request from another Party for Fire Services, the Fire Chief, the ranking officer on duty, or other officer as designated by the Fire Chief shall have the right to commit the requested Firefighters, other personnel, and Fire Apparatus to the assistance of the requesting Party. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the Responding Party. The judgment of the Fire Chief, or his or her designee, of the Responding Party shall be final as to the personnel and equipment available to render aid.

C. An authorized representative of the Party which has withheld or refused to provide requested assistance under this Agreement shall immediately notify the Requesting Party, and shall submit an explanation for the refusal.

SECTION SEVEN

Jurisdiction Over Personnel and Equipment

Personnel dispatched to aid a party pursuant to this Agreement shall at all times remain employees of the Assisting Party, and are entitled to receive benefits and/or compensation to which they are otherwise entitled to under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress. Personnel dispatched intrastate to assist a party pursuant to this Agreement continue to enjoy all powers, duties, rights, privileges, and immunities as provided by Michigan Law. When Parties are dispatched pursuant to the Emergency Management Assistance Compact (EMAC), the Parties shall adhere to all provisions of the EMAC. Personnel rendering aid shall report for direction and assignment at the scene of the emergency to the Incident Commander of the Requesting Party.

SECTION EIGHT

Compensation for Aid

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, excluding resources for Special Operations Teams, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. Requests for a response from any MI-MABAS Special Operations Team may require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statues. The Parties reserve the right to waive any charges to a Requesting Party.

SECTION NINE

Insurance

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, worker's compensation, and, if applicable, emergency medical service professional liability, with minimum limits of $1,000,000 auto and $1,000,000 combined single limit general liability and professional liability. The obligations of the Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. The

Executive Board may require that copies or other evidence of compliance with the provisions of this Section be provided by the Parties to the Executive Board.

SECTION TEN

Liability

Each Party will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts, and the defense of those acts. The Parties shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Parties outside of their political jurisdictions. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Fire Services or for leaving the scene of an Incident with proper notice after responding to a request for service.

SECTION ELEVEN

No Waiver of Governmental Immunity

All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of Parties, officers, agency, or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such Parties, officers, agents, or employees extraterritorially under the provision of this Agreement. No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by the Act or otherwise under law.

SECTION TWELVE

Term

A. The existence of MI-MABAS commences on the Effective Date and continues until terminated in accordance with this Section.

B. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the Association. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as the MI-MABAS remains composed of at least two (2) Parties. Parties withdrawing from MI-MABAS and subsequently requesting a mutual aid resource from a MI-MABAS member may be subject to reasonable fees for that resource according to the fee schedule established, and periodically reviewed and updated, by the Executive Board.

C. This Agreement shall continue until terminated by the first to occur of the following:

(i) The Association consists of less than two (2) Parties; or,

(ii) A unanimous vote of termination by the total membership of the Executive Board.

SECTION THIRTEEN

Miscellaneous

A. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any party. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.

B. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.

C. Governing Law/Consent to Jurisdiction and Venue. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced, and governed under the laws of the State of Michigan.

D. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

E. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

F. Recitals. The Recitals shall be considered an integral part of this Agreement.

G. Amendment. The Agreement may be amended or an alternative form of the Agreement adopted only upon written agreement and approval of the governing bodies of all Parties. Amendments to this Agreement shall be filed with the Department of State, the Office of the Great Seal, each county of the State where a Party is located, and any other governmental agency, office, and official required by law. The undersigned unit of local government or public agency hereby adopts, subscribes, and approves this Agreement to which this signature page will be attached, and agrees to be a party and be bound by the terms.

H. Compliance with Law. The Association shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.

I. No Third Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.

J. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.

K. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents

necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.

L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

M. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.

_____
Political Entity

_____
Chief Executive Official

_____
Date

MICHIGAN MUTUAL AID BOX ALARM SYSTEM

“Emergency Response Plan”

2021

REVISIONS

DATE	REVISIONS
October 1, 2007	First Revision
	Second Revision
	Third E Revision
Jan 7, 2008	Fourth Revision
Jan 16, 2008	Fifth Revision
March 6, 2008	Sixth Revision
April 9, 2009	Seventh Revision
May 13, 2009	Eight Revision
July 15, 2009	Ninth Revision
March 31, 2013	Tenth Revision
January 2019	Eleventh Revision
October 2019	Twelfth Revision
January 2021	Thirteenth Revision (No Change)

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CONCEPT AND DESIGN

Purpose

The purpose of the Mutual Aid Box Alarm System Plan - Michigan (the Plan) is to provide local fire chiefs with easy access to additional fire service resources that may be needed in a major fire, disaster or other major emergency. The Plan is based on a series of observed occurrences and shared experiences during recent disasters and major emergencies in the State of Michigan. It is also an evolution of our past experiences in dealing with the day-to-day incidents that continually challenge our resources and competencies. Most importantly, it is a practical approach to provide fire service resources in quantities beyond the means of any single fire department.

The Michigan Association of Fire Chiefs (MAFC) launched the Plan with assistance from the International Association of Fire Chiefs (IAFC), the Michigan State Police Emergency Management Homeland Security Division (MSP EMHSD), the Bureau of Fire Services, Michigan Fireman's Association and other distinguished fire service providers to provide for the systematic mobilization, deployment, organization, and management of fire service resources to assist local agencies in a major fire, disaster or other major emergency. The local fire service agency is the first tier of defense in responding to the ravages of a disaster. No community has the resources sufficient to cope with all emergencies.

Scope

Michigan is susceptible to natural and man-made disasters, therefore accentuating the need for this level of coordination and preparation. The effective management of emergency response personnel during the incipient stage of any major incident and throughout its extended operations will have the most significant impact on life loss and the severity of injuries to the affected population. The Plan provides for the rapid activation and response of aid to a community in the event of a localized disaster. These events may include major fires, train derailments, tornadoes, hazardous materials incidents, wildland fires, domestic or foreign terrorism and other events that may overwhelm the local fire department. The Plan will serve as the mechanism to commit local fire, Emergency Medical Services (EMS), hazmat response, technical rescue, incident management and other special response resources to emergencies beyond the ability of existing local mutual aid systems.

Key Concepts of the Plan

The Plan is designed to enhance disaster management at the local, county, and state level of government and will:

1. Provide a simple method to immediately activate large quantities of fire, EMS and specialized personnel and resources.
2. Establish the positions, roles, and responsibilities necessary to activate and maintain this plan.
3. Compliment other disaster plans at the local and state and federal level.

4. Utilize the Incident Command System (ICS) and the National Incident Management System (NIMS).
5. Serve as the mechanism for the mobilization of resources in a coordinated manner with various state and local agencies.

In addition, activation of the Plan does not diminish local command and control of the incident or the initial response of MABAS-MI resources.

AUTHORITY

The Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the "Act"), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately.

EQUIPMENT/TRAINING COMPETENCIES/PHYSICAL REQUIREMENTS

All participating agencies shall be responsible for obtaining and maintaining, all licenses, permits, certificates and governmental authorizations for its participating personnel to perform all of their obligations under any response. All personnel and agencies participating in the Plan shall comply with all federal and state laws, rules, regulations and orders applicable to participation in the Plan.

dictated by the Division MABAS Board).

Out of Division Response – Personnel Credentials (Inter Division Response Credentials are

Personnel Resource	Credentials
Fire Apparatus Officer	• **Michigan FF I/II Certification** • **ICS 100, 200, 700, 800** • **Hazmat Ops Certification**
Apparatus Driver – Operator	• **Michigan FF I/II Certification** • **ICS 100, 200, 700, 800** • **Hazmat Ops Certification** • **BFS Waiver Signed by Chief**
Firefighter	• **Michigan FF I** • **ICS 100,200**
Fire Strike Team/Task Force Leader	• **Michigan FF I/II Certification** • **ICS 100, 200, 300, 400, 700, 800** • **Hazmat Ops Certification**

All participating agencies agree that they shall only deploy responders that are in acceptable physical condition to safely perform the duties of their position (fit for duty).

STATE OF MICHIGAN EMERGENCY OPERATIONS CENTER (SEOC)

The Michigan Emergency Management Act (MCL 401 et seq.) (the Act), sets forth the guidelines for disaster/emergency response in Michigan. The State Administrative Agency for Emergency Management/Homeland Security in Michigan is the Michigan State Police (MSP).

In the event an emergency or disaster is beyond the control of local agencies, the Chief Executive Official of a City or County may request additional resources from MSP and/or request the Governor declare a state of emergency or disaster. In the event that an emergency or disaster is beyond the control of State resources, the Governor may request federal resources through FEMA, and request that the President declare a federal state of emergency or disaster.

If an event is beyond the control of local agencies, State agencies will provide resources to local government according to the functional responsibilities outlined below. These functions are referred to as Emergency Support Functions (ESF). For each function, a designated State agency will have primary responsibility and will provide resources and leadership relating to that function. MIMABAS resources may be activate by the SEOC by contacting the RED Center.

- ❑ Direction and Control ESF – Concerned with the activation, organization, and operation of the SEOC and other necessary emergency coordinating facilities.
- ❑ Warning and Communications ESF – Concerned with: 1) the alerting and notification of key officials and the dissemination of warnings and emergency information throughout the state; and 2) the establishment, maintenance, and coordination of communication protocols and links between the SEOC and other state coordinating facilities, local and federal officials, adjacent states, and the Province of Ontario, Canada.
- ❑ Information and Planning ESF – Concerned with information collection, compilation, analysis, dissemination, and strategic planning for potential or actual disasters or emergencies to facilitate rapid and effective incident response and recovery. The Information and Planning ESF includes both damage assessment and public information activities.
- ❑ Health and Human Services ESF – Concerned with incident-related issues that have the potential to affect the provision of necessary health and human services and victims of the incident.
- ❑ Environmental Protection ESF – Concerned with issues that have the potential to impact or have impacted the environment.
- ❑ Resource Support ESF – Concerned with the provision of supplemental human, material, facility, equipment and financial resources to support emergency operations.
- ❑ Public Works and Engineering ESF – Concerned with issues pertaining to incident-related damage and impact to critical public facilities and infrastructure, including the transportation, communications, and energy distribution networks.
- ❑ Public Safety ESF – Concerned with public safety and law enforcement activities in emergency situations, including the safety of persons in state facilities.

PLAN ADMINISTRATION/MAINTENANCE

Michigan MABAS Executive Director/Executive Board

The coordination of the Plan, including its development, revision, distribution, training and exercising, is the responsibility of the Michigan MABAS Executive Director. The Executive Director reports to the Michigan MABAS Executive Board to support Michigan MABAS goals and objectives.

Plan Revision Process

September: The Executive Board members shall recommend any requested revisions to the Plan by written comment to the Chair by the November meeting of the Plan Committee.

January: At the Executive Board meeting, the Executive Board Chair shall summarize the recommended revisions to the Plan. The Executive Board shall provide preliminary direction as to the scope of the proposed changes and sends it back to the Plan Committee for final draft.

January: The Plan Committee shall prepare a final draft of the proposed revisions to the Plan for distribution to the members of the Executive Board. The Executive Board will review the proposed revisions and vote on adoption of the revised Plan at the March meeting.

April: The revised Plan shall be distributed to all Executive Board members and any revisions affecting training and/or operations will be incorporated into the Plan training packages and distributed accordingly. The revised Plan shall be posted on the MAFC Web site.

All changes to the Plan will be documented and included in a Plan Revision Log that will become a part of the Plan. Additionally, a record of those serving on each review process will be documented and included into the Plan Revision Log.

Organizational Structure and Responsibilities

The MIMABAS Executive Board divided the state into seven regional response areas to match a request from MSP EMHSD for the purpose of maintaining the Plan. The regions are designated as numerals 1, 2, 3, 5, 6, 7 and 8 as shown below on Figure 1.

Within each division, a Plan Coordinator shall be appointed and be responsible for the tracking of available resources. Alternate Plan Coordinators should be appointed in the event that the primary person is not available during Plan activation.

With the assistance of the Plan Coordinators, the individual member fire departments will be given the opportunity to designate resources available in support of the Plan. The combined resources of the seven regions comprise the Plan's resource network.

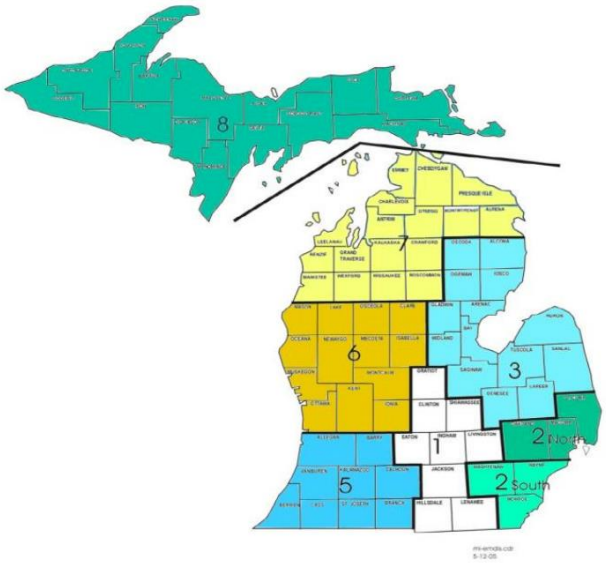


Figure 1 Michigan MABAS Regions

MABAS – MI Organization

See Michigan Mutual Aid Box Alarm System Bylaws

ACTIVATION OF THE PLAN

Intra-Division Mutual Aid

An Intra-Division response is defined as mutual aid to other Fire Departments within the same Division. Intra-Divisional Mutual Aid is supported by the Divisions Dispatch center, same as day to day response dispatching. Intra-Division Box Alarm Cards can be supported by neighboring Divisions.

Out of Division or Inter -Division Mutual Aid

When a community is affected by an event that exceeds their capability, the Incident Commander will initially request additional assistance through their Divisional Dispatch Center. When a local Divisional Dispatch Center is no longer able to obtain additional

assistance within their Division or Neighboring Divisions, they may activate the MABAS-MI plan by requesting support through the State-Wide RED Center.

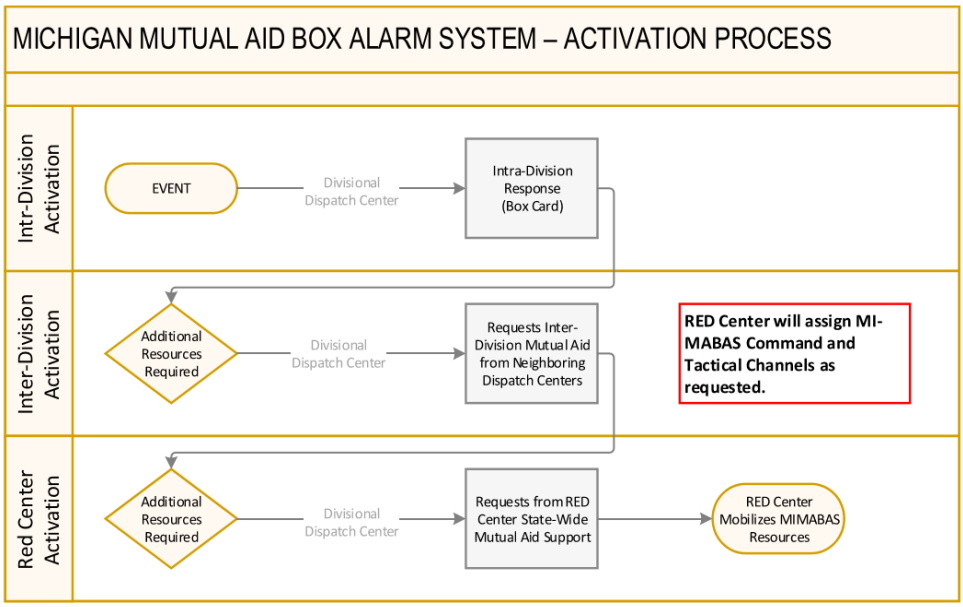
Jurisdictions that have chosen not to participate in the MABAS-MI plan may still request mutual aid from the Michigan Emergency Management Assistance Compact (MEMAC) through their local Emergency Management Office. For immediate need responses, the request shall normally be made by the Incident Commander or their designee to the designated Dispatch Center.

Upon the activation of the local Emergency Operations Center (EOC), planned response requests for assistance shall be channeled from the Incident Commander to the local EOC.

Request for Assistance

All requests for assistance will be processed through the MABAS-MI RED Center and the MABAS-MI Division Dispatch Centers.

Upon receiving a request for State-Wide assistance, the MABAS-MI RED Center will complete the Request for Assistance form listing exactly what resources are being requested, what Division resources have already been utilized, the anticipated duration of the mission and nature of the mission to which those resources will be assigned. The RED Center will advise the Division Dispatch Centers of the request and the tasking.



Resource Inventory

Each Division will maintain an updated inventory of the equipment, vehicles and personnel which are available for response within the scope of the Plan. This inventory shall be maintained by the Division Plan Coordinators. A participating fire department may refuse a request if filling the request would be inappropriate within the Chief or his/her designee's sole discretion.
A method of typing resources is in Appendix "B". The list of available resources shall be updated annually.

Accountability

To develop consistency in incident safety procedures, MIMABAS Divisions should develop and maintain an accountability system that supports intra and inter division mutual aid response.

Mayday Procedure

To develop consistency in incident safety procedures, MIMABAS Divisions should develop and maintain a Mayday procedure that supports intra and inter division mutual aid response.

DEPLOYMENT OF RESOURCES

Time Frame for Deployment

Immediate (Scramble) Response: Time frame for deployment of these missions shall be as soon as possible but preferably within thirty (30) minutes of notice from the Division Dispatch Center. Unless otherwise stated, the anticipated duration of the deployment will be less than 24 hours. Deployed resources shall respond to the designated Staging Area.

Standard Response: The response for a standard deployment shall be within three (3) hours of notice from the Division Dispatch Center. Unless otherwise stated, the anticipated duration of deployment will range from 24 hours to a maximum of 72 hours. Deployed resources shall respond to the designated Staging Area.

EMAC Response: The response for an EMAC deployment shall be within twenty-four (24) hours of notice from the Division Dispatch Center. Unless otherwise stated, the anticipated duration of deployment will range from 7 days to a maximum of 14 days. Deployed resources shall respond to the designated Staging Area.

Self-Dispatch

Responding units and/or individuals shall not self-dispatch to plan activations. To ensure proper dispatch procedures and to maintain security of an incident, a codeword shall be issued to responders. The incident codeword shall remain confidential throughout the

incident. Units or individuals that are unable to provide the codeword will be directed to return to their respective communities. It will be the position of the MABAS Executive Board to take aggressive action to ensure that self-dispatched resources are not reimbursed by any method.

Resource Tracking

Resource tracking begins at the time of dispatch and is relayed Center to the MABAS-MI RED Center. Resource tracking continues at the incident following NIMS and ICS guidelines in accordance with recommendations as outlined in the MABAS-MI Reference Guide. Resource tracking will end when the deployed resource has returned to their respective station.

DOCUMENTATION

Mission Book

Teams or vehicles responding as a part of the Plan shall be equipped with a mission book. Such books should include the following:

- ❑ Copy of all ICS forms (multiple copies of ICS 214, Unit Log).
- ❑ Emergency Contact Form.
- ❑ Copy of all vehicle/apparatus registrations.
- ❑ Copy of basic vehicle/apparatus inventory.
- ❑ Copy of “Immediate Need” and “Planned Response” response guide sheets.
- ❑ Access to a participating agency credit card to cover unanticipated en-route expenses.

Prior to responding, or while en-route, the officer in charge will insure completion of the ICS 214 and the Emergency Contact Form and have them available to present when arriving at Staging.

Once requested resources arrive in the designated Staging Area, it is critical that the documentation process begin. Documentation is important in order to receive funds should the incident become eligible for reimbursement at the State or Federal level. The documentation process is the responsibility of the requesting jurisdiction. The requesting jurisdiction must complete a "Disaster Team Deployment Form”. The local jurisdiction will the n forward such information to the MABAS-MI Executive Director. The Disaster Team Deployment Form shall contain the following information on each individual that has been deployed:

- ❑ **Incident #** - to be issued by Division Dispatch Center.
- ❑ **Staging Area Location** – as set by the requesting jurisdiction.
- ❑ **Date/Time Deployed** – available through Division Dispatch Center and to be updated as replacement crews are deployed.

- ❑ **Date/Time Demobilized** - to be updated as the mission is completed.
- ❑ **Full Name** - as it would appear on payroll, social security, etc.
- ❑ **Agency** - sponsoring department.
- ❑ **Employee Identification Number** - as it appears on the individuals' payroll records.
- ❑ **Position** - to indicate position within strike team, task force or position filled resource request. (May also indicate fire service rank).
- ❑ **Unit Designation** - apparatus number/designation individual is assigned.
- ❑ **Comments** - to provide additional information such special skills.
- ❑ **Emergency Contact** - the name of a family member/friend and 24-hour contact number for each team member deployed.

Dispatch Information

All requested resources will receive dispatch information prior to responding to the incident. The information will clearly identify:

- ❑ Call back telephone number of the local Dispatch Center.
- ❑ Contact name and telephone number of the jurisdiction requesting assistance.
- ❑ Staging area location in affected area.
- ❑ Directions to staging area (maps are always helpful).
- ❑ Any special instructions.

Demobilization

Demobilization from incidents will be relayed through appropriate dispatch channels to notify home units of release of their resources. All assigned resources must follow established demobilization procedures. Termination of ICS is not permissible until demobilization is complete. Demobilization checklist shall be completed for each unit.

LOGISTICAL SUPPORT

Self-Contained

A tiered resource response may be necessary. Responding personnel should be self-sufficient for up to 24 hours for an immediate response, 72 hours for a standard response.

Communications

It is realistic to assume that in the wake of a major disaster, the existing communication system in the affected area will be inoperable or severely compromised. It is the responsibility of the requesting jurisdiction to make arrangements for effective communications. Plain language for all voice transmissions must be utilized.
See MABAS- MI communications plan for specific communications information.

Force Protection

Protection of responders will be coordinated with ESF 16 (Law Enforcement and Security) based on the nature of the mission and extent of risk to those responders. This protection shall include but not be limited to:

- ❑ Protection of personnel and equipment while in transit
- ❑ Security at the Base of Operations
- ❑ Protection during search & rescue operations
- ❑ Protection during rescue operations

The primary mission of the force protection resources is to assess and detect hostile activity before it becomes a risk to operations. The law enforcement officer must assess, evaluate, and then advise the Leader or the senior operations officer, regarding risk associated with criminal or hostile individuals or groups. Force protection is not allowed unless authorized by the SEOC.

CODE OF CONDUCT

All personnel shall strictly adhere to the Code of Conduct as set forth in Appendix "C".

REIMBURSEMENT

Upon the activation of the plan, this Reimbursement policy will be applicable to all on-scene and responding agencies. The requesting organization will be responsible for collecting reimbursement information from each responding fire response agency and submitting such information to the responsible agency for reimbursement.

Upon receipt of reimbursement by the agency, funds will be distributed to the responding agencies that have submitted proper documentation for all deployment and operational costs including costs for personnel, use of equipment, and travel.

Agencies responding to the incidents under MABAS may or may not be reimbursed for their expenses. Reimbursement may be provided by the local entity requesting assistance or by the federal government if the incident occurs on federal land. The incident may also be paid by other statutes concerning reimbursement. MIMABAS Agencies assume full responsibility for tracking costs. Without valid documents, no reimbursement will be made to any responding agency.

Financial Assistance Availability

STATE - The impact of major or catastrophic emergencies can exceed local financial resources. Financial aid and assistance may be requested from the State of Michigan. Financial assistance is available from a variety of sources within the state on a supplemental basis through a process of application and review. Fire departments responding under the

Plan should contact the Division Coordinator and/or the Local Emergency Management Director of the impacted local jurisdiction for the appropriate source of assistance and for application procedures.

FEDERAL - When damages are so extensive that the combined local and state resources are not sufficient, the governor submits a request for an emergency or major disaster declaration to the President through FEMA. A joint FEMA, state and local team will conduct a Preliminary Damage Assessment to determine if there is a need for federal assistance. If federal assistance is justified, the President issues an emergency or major disaster declaration and various emergency or disaster programs are made available. Federal assistance is on a shared cost basis with 75% federal funds and 25% non-federal funds.

Documentation

Any reimbursement, either state or federal, is based on the supporting documentation. The same documentation procedures are applicable to both the state and federal claims. All documentation must be able to stand the test of audit. The guidance Documentation and Cost Recovery may be found at https://www.fema.gov/public-assistance-resources-and-tools and will provide the guidelines and tools needed to document and accurately determine costs. These forms are in a fill-able computerized version (forms 90-123, 90-124, 90-125, 90-125, 90-127, 90-128). Failure to properly document costs may result in part of or the entire claim being ineligible for reimbursement. It is also very important to document the request for mutual aid in addition to documenting costs.

Eligibility

To meet Federal eligibility requirements for reimbursement, an item of work must:

- ❑ Be required as the result of the emergency or disaster event.
  Have been requested by the impacted jurisdiction.
- ❑ Have been properly dispatched according to the Plan.
- ❑ Be located within a designated emergency or disaster area.
  Be the legal responsibility of the eligible applicant.

Fire service resources activated by this plan must submit reimbursement claims to the impacted jurisdiction(s) in order to be eligible for reimbursement.

Categories of Work

The work most often performed under this plan is Emergency Work. This work is performed immediately to save lives, to protect property, for public health and safety, and/or to avert or lessen the threat of a major disaster. Emergency Work contains two categories: Debris Clearance (Category A) and Protective Measures (Category B).

It is possible that certain types of claims may be made under Permanent Work categories. For example, certain damages or losses of facilities and equipment may fall into the permanent Work categories.

Expenses for Personnel

Only the actual hours worked beyond the regular duty time, either overtime or regular time hours, can be claimed for FEMA category A and B (Emergency Work). Pay rates will be in accordance with the existing Collective Bargaining Agreement (CBA), pay ordinance or plan that is enforce at the time of the Plan activation. Standby time is not eligible for reimbursement. If time and one-half or double time is paid to regular hourly employees for overtime or holiday work, these payments must be in accordance with rates established prior to the disaster (i.e. CBA). The claim for reimbursement of all personnel costs will be for hours actually worked in excess of an eight-hour response.

In some cases, FEMA may approve reimbursement for overtime costs associated with "backfilling" (replacing personnel that were on duty in order to maintain staffing at the assigned level). To facilitate this reimbursement, the responding department must have a written policy concerning "backfilling" in existence prior to the disaster.
The information included in "Documenting Disaster Costs" details the required information and instructions for documenting the department's personnel costs (Force Account Labor). It also provides guidance for claiming fringe benefit costs and includes a sample rate schedule. Include the incident # as issued by the Division Dispatch Center.

Expenses for Equipment

A department may be eligible for reimbursement for the use of its owned equipment (Force Account Equipment) when it is used in disaster work. To assist in the reimbursement processes, FEMA has developed a "Schedule of Equipment Rates." The impacted jurisdiction should obtain the most recent version prior to submitting for reimbursement. A suggested form for recording the needed information and instructions can be found in "Documenting Disaster Costs". The Incident Number as issued by RED Center should also be included.

Equipment that is damaged and/or lost during disaster incidents may be eligible for reimbursement. The damage and/or loss must be documented along with sufficient supportive documentation such as video and/or photographs. Factors such as insurance, salvage, and age of the equipment (a Blue Book type of figure) will also be considered. If the documentation is not comprehensive, detailed and accurate, portions of the claim and possibly the entire claim may be disallowed.

Rented Equipment

It is possible that a department may use some rented equipment. These costs may also qualify for reimbursement. Refer the "Documenting Disaster Costs" for the proper documenting of these expenses.

Processing Claims

Each responding department is responsible for preparing the necessary documentation and submitting a claim for resources. Where and how to file a claim is dependent on several factors because of the variety of possible reimbursement sources. The size of the event, the type of event and the type of emergency or disaster declaration can effect which funding sources are available. Some general guidelines are:

- ❑ Time is of the essence.
- ❑ Coordinate reimbursement claims with the local fire department and local emergency management agency responsible for the impacted jurisdiction. The local emergency management program will work with MSP EMHSD for recommendations and guidance for reimbursement.
- ❑ For a reimbursement from the State Disaster Relief Fund, a letter of intent to seek reimbursement must be filed with MSP EMHSD within 14 days. The letter should have an attachment, which includes a list of sites, a brief description of damages, and an estimate of costs.
- ❑ For a federal claim, the Request for Public Assistance form must be filed within 30 days of the designation of the local for public assistance.

Appendix “A” – MABAS - MI Emergency Response Plan DEFINITIONS

AGENCY REPRESENTATIVE - An individual assigned to an incident from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agencies participation at the incident. In ICS, Agency Representatives report to the Incident Liaison Officer.

ALLOCATED RESOURCES - Resources dispatched to an incident.

APPROPRIATE RESPONSE - The planned strategy for action (in terms of the type, amount, and timing of resources) on an incident which most efficiently meets incident management objectives under current and expected conditions. The response may range from a strategy of prompt control to one of containment or confinement.

ASSEMBLY POINT (POD) - A designated meeting location for mobilized resources.

ASSISTING AGENCY - An agency directly contributing tactical or service resources to another agency.

AVAILABLE RESOURCES - Resources available to respond to incidents beyond their local mutual aid area for a specified extended duration of time.

BASE OF OPERATIONS (BOO) – An area where deployed personnel are located for food

COORDINATION CENTER - A facility that is used for the coordination of resources in support of one or more incidents. For the purposes of the MABAS – MI Emergency Respon se Plan includes the follow:

- ❑ ESF 4 – Firefighting
- ❑ ESF 6 – Emergency Medical Response
- ❑ ESF 9 – Search and Rescue
- ❑ ESF 10 – Oil and Hazardous Materials
- ❑ MIMABAS Reference Guides

LOCAL DISPATCH CENTER: The facility from which local fire, emergency medical and special teams are dispatched.

DIVISIONAL DISPATCH CENTER: The facility from which the assets of a MABAS Division are dispatched. This dispatch center provides coordinated dispatch for events within the Division that exceed the capabilities of a local dispatch center when utilizing multiple fire

service agencies. The Divisional Dispatch Center also serves as the point of contact between the Regional Dispatch Center and the local dispatch center(s) within each Division.

interregional requests or State-Wide disasters occur. The MABAS-MI Coordination Center takes resource requests from the SEOC, reviews Box-Alarm resource availability and contacts the appropriate RED Center for resource activation.

INTERAGENCY (IA) DISPATCH CENTER: A facility from which resources are assigned to wildland fire incidents.

INCIDENT: An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

INCIDENT COMMAND SYSTEM (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

INCIDENT COMMANDER (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

JURISDICTIONAL AGENCY - The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

LOCAL DISPATCH - Dispatch offices representing local city/county government emergency response resources. Responds to local incident requests for resources.

MOBILIZATION - The process and procedures used by all organizations (federal, state, and local) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

MOBILIZATION CENTER - A location within the Division at which emergency service personnel and equipment are assembled prior to deployment to an event or after release from an incident.

MULTI-AGENCY INCIDENT - An incident where one or more agencies assist a jurisdictional agency or agencies.

MULTI-JURISDICTIONAL INCIDENT - An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation.

MUTUAL AID AGREEMENT - Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) -- Developed by the U. S. Department of Homeland Security Secretary, NIMS establishes standardized incident management processes, protocols, and procedures that all responders -- Federal, state, tribal, and local -- use to coordinate and conduct response actions.

OPERATIONAL PERIOD - A defined time period, e.g. 0600 to 1800 hours, in which a specific set of objectives are established for managing incident activities and for which specific resources and personnel are assigned to those activities. In most cases, an operational period is defined as 12 hours.

PREPAREDNESS LEVELS - Planned levels of readiness dependent on incident activity, weather, hazard threat, and resource availability.

RESOURCE KIND - A classification of resources in the incident command system which refers to function; e.g. hand crew, helicopter, engine, and dozer.

RESOURCE ORDER NUMBER - A unique number assigned by the agency dispatching the resources to the incident. Every resource requested for an incident must have an Order Number assigned to it. The resource order number provides the legal authorization for the movement of incident requested resources and is the reference for all claims.

RESOURCE TYPE - Refers to resource capability (FEMA 808-4 Resource Typing). A Type 1 resource provides a greater overall capability due to power, size, capacity, etc., than would be found in a Type 2 resource.

RESOURCES - Personnel and major items of equipment available or potentially available to be assigned to incidents. Resources are described in the incident command system by kind and type.

SINGLE RESOURCE - An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.

STAGING AREA - Locations set up at an incident where resources can be placed while awaiting a tactical assignment.

STATE EMERGENCY OPERATIONS CENTER (SEOC) - A facility operated by the Michigan Emergency Management Agency to coordinate the overall response of state government agencies and assets in support of an incident.

STATE EMERGENCY OPERATIONS PLAN (SEOP) - The state level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to state agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies.

STRIKE TEAM - A set number of resources of the same kind and type that have an established minimum number of personnel. For example, a Type 1 Engine Strike Team generally consists of 5, Type 1 Engines (meeting the minimum equipment and manning standards under the control of a Strike Team Leader.

TASK FORCE - Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader

Appendix "B" – MABAS MI RESOURCE TYPING

RESOURCE	CATEGORY	KIND	COMPONENT	METRIC	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER	COMMENTS
Engine	FF ESF #4	Equip	Equip	Pump	1000	50	120	70	50	
			Equip	Tank	400	400	500	750	500	
			Equip	Hose 2.5	1200	1000				3" Allowed
			Equip	Hose 1.5	400	500	1000	300	300	1 3/4" Allowed
			Equip	Hose 1"	200	300	800	300	300	Not required for In-State Response
			Personnel	Number	4	3	3	2	2	Personnel don't have to arrive on same apparatus
Truck (Aerial)	FF ESF #4	Equip	Personnel	Number	4	4				
			Equip	Aerial	75	50				
			Equip	Elev Stream	500	500				
			Personnel	Number	4	3	3	2	2	Personnel don't have to arrive on same apparatus
			Equip	Gr Ladders	115	115				
Brush Truck	FF ESF #4	Equip	Equip	Pump					15	
			Equip	Hose 1					150	
			Equip	Tank					75	
			Personnel	Number					1	
Brush ST										
Crew Transport	FF ESF #4	Equip	Equip	Passengers	30	20	10		4	FF 1&2 Certified, FF PPE/SCBA
Rescue	FF ESF #4	Equip	Personnel	Number	4	3	3			Vehicle/Transportation Extrication Equipment (i.e. spreader, cutter, cribbing, etc.)
Squad	FF ESF #4	Team	Personnel	Number	4	3	3			Any apparatus that can transport personnel. DO not have to arrive on same apparatus.
Tanker - Water	FF ESF #4	Equip	Equip	Tank	2000	1000	1000			
			Equip	Pump	300	120	50			
			Personnel	Number	3	2	2			
Tanker ST		Team	Equip			5				
			Equip	Tank		1000				
			Equip	Pump		120				
			Personnel	Number		2				

			Personnel	STL	1					
Tanker TF		Team	Equip	Tanker		3				
			Equip	Engine	2					
			Equip	Tank		1000				
			Equip	Pump		120				
			Personnel	STL	1					
Ambulance	ESF #8	Team	Equip	Care Type	Adv	Adv	Basic	Basic	Non Trans	
			Personnel	Number	1 EMTP, 1 EMT	1 EMTP, 1 EMT	2 EMT	2 EMT	1	Personnel and Equip meet all Michigan Licensing Standards
			Equip	Transport	2 PT	2 PT	2 PT	2 PT		
Ambulance Strike Team	ESF #8	Team	Equip	Transport	2 PT					
				STL	1					
			Personnel	Number	1 EMTP, 1 EMT					
Engine Strike Team	ESF #4	Team	Equip	Engine	5	5	5	5		Type I
			Personnel	STL	1	1	1	1		
			Personnel	Passengers	4	3	3	3		Staffing for each Engine
Fire Task Force	ESF #4	Team	Equip	Engine	3					Type I
			Equip	Aerial	1					Type I
			Equip	Squad	1					Crew Transport - Other (Squad)
			Equip	Ambulance	1					Type I
			Personnel	TFL	1					
Extrication Task Force	ESF #4	Team	Equip	Med Rescue	4					
			Equip	Engine	2					Type I
			Equip	STL	1					
Water Rescue	ESF #4	Team	Equip	Squad	1					
				Ambulance	2					Type I
				Rescue Boat	1					

***Recommendation for Strike Teams and Task Force Activations– Divisions should consider a support trailer that can store SCBA's for other member departments that are only deploying personnel, water, air bottles, go bags, gloves, hoods, food and other supplies needed to support the team during the out of division deployment.

Appendix “C” - Hazardous Material Typing

Components	Type I	Type II	Type III
Field Testing	Known Chemicals	Known Chemicals	Known Chemicals
	Unknown Chemicals	Unknown Chemicals	
	WMD Chem / Bio		
Air Monitoring	Combustible Gas Oxygen Carbon Monoxide Hydrogen Sulfide	Combustible Gas Oxygen Carbon Monoxide Hydrogen Sulfide	Combustible Gas Oxygen Carbon Monoxide Hydrogen Sulfide
	Specialty Gases Hydrocarbon Liquid Vapors	Specialty Gases Hydrocarbon Liquid Vapors	
	WMD Chem / Bio		
Sampling: Capturing Labeling Evidence Collection	Known Chemicals	Known Chemicals	Known Chemicals
	Unknown Chemicals	Unknown Chemicals	
	WMD Chem / Bio		
Radiation Monitoring and Detection	Gamma	Gamma	Gamma
	Beta	Beta	Beta
	Alpha; Radionuclide	Alpha	
Chemical Protective Clothing: Ensembles	Liquid-Splash Protective	Liquid-Splash Protective	Liquid-Splash Protective
	Vapor Protective	Vapor Protective	
	Flash Fire Vapor Protective	Flash Fire Vapor Protective	
	WMD Chem / Bio Vapor Protective		
	WMD Chem / Bio Liquid Splash Protective		
Chemical Protective Clothing: Gloves - Boots	NFPA Compliant Replacement	NFPA Compliant Replacement	NFPA Compliant Replacement
	Hi-Temp. Protective Gloves Cryogenic Protective Gloves	Hi-Temp. Protective Gloves Cryogenic Protective Gloves	
	Radiation Protection Gloves		

Components	Type I	Type II	Type III
Technical Reference	Printed and Electronic	Printed and Electronic	Printed and Electronic
	Plume Air Modeling, Map Overlays	Plume Air Modeling, Map Overlays	
	WMD Chem / Bio Sources		
Special Capabilities	Heat Sensing	Heat Sensing	
	Night Vision	Night Vision	
	Digital Photo	Digital Photo	
	Digital Video		
Intervention	Diking, Damming, Absorption	Diking, Damming, Absorption	Diking, Damming, Absorption
	Liquid, Solid Leak Intervention	Liquid, Solid Leak Intervention	Liquid, Solid Leak Intervention
	Vapor Leak Intervention	Vapor Leak Intervention	
	Neutralization, Plugging, Patching	Neutralization, Plugging, Patching	
	WMD Chem / Bio Spill Containment		
Decontamination	Known Chemicals	Known Chemicals	Known Chemicals
	Unknown Chemicals	Unknown Chemicals	
	WMD Chem / Bio		
Communications	In-Suit	In-Suit	In-Suit
	Cell Phone	Cell Phone	Cell Phone
	Wireless Fax, Copy, Web Access	Wireless Fax, Copy, Web Access	Wireless Fax, Copy, Web Access
Respiratory Protection	SCBA	SCBA	SCBA
	APR or PAPR, WMD Chem / Bio Compliant		

MI-MABAS Staffing Levels

Team consists of 18 (Two Deep Roster 36) fully qualified personnel

Company consists of 7 (Two Deep Roster of 14) fully qualified personnel

Appendix "D" – Technical Rescue Typing

MI-MABAS Tier II typing is based on NFPA 1670 (see Appendix A) and NFPA 1006 (Appendix B) required capabilities for individual or all disciplines as described below:

Rope Rescue Operations: Conduct rescues and recoveries in a low angle or a high angle environment which may require pick-off rescues operations.

Rope Rescue Technician: Conduct rescues and recoveries in a low angle or a high angle environment which may require attended litter, horizontal systems (high line), advanced anchoring and lead climbing operations.

Confined Space Operations: Conduct rescues and recoveries in a confined space that is clear and unobstructed so that rescuers may be removed utilizing non entry retrieval systems. The victim can be seen from outside the opening. Rescuers must be able to pass through the opening with all PPE worn per manufacturer's recommendations. The space must be large

Confined Space Technician: Conduct rescues and recoveries in a confined space that contains a hazardous environment or configuration.

Trench Rescue Operations: Conduct rescues and recoveries in non-intersecting trenches which are eight feet or less in depth and where only traditional sheeting and shoring is used. Severe environmental conditions must not be present and where digging operations do not require the use of supplemental sheeting and shoring

Trench Rescue Technician: Conduct rescues and recoveries in intersecting or non-intersecting trenches which may exceed eight feet in depth and where severe environmental conditions may exist, digging operations may involve supplemental sheeting and where shoring, or manufactured trench boxes or isolation devices would be used.

Structural Collapse Operations: Conduct rescues and recoveries in collapsed structures of light frame ordinary construction and reinforced and unreinforced masonry construction.

Structural Collapse Technician: Conduct rescues and recoveries in all structures including tilt-up construction, reinforced concrete and steel structures.

Water Rescue Ice: Organizations operating at the operations level at ice rescue incidents shall develop and implement procedures for the following: (1) Recognizing the unique hazards associated with ice rescue operations (2) Identifying water and ice characteristics (3) Operating surface support equipment used in water or ice rescue operations (4) Procuring the necessary equipment to perform ice rescue operations (5) Recognizing and dealing with a victim's hy pothermia (6) Employing techniques for access, entry, and egress of divers into the water through an ice hole, if ice diving is performed by the organization.

Surface/Flood Rescue: Organizations operating at the operations level at surface search and rescue incidents shall develop and implement procedures for the following: (1) Assessing water conditions, characteristics, and features in terms of hazards to the victim and rescuer (2) Determining the method of victim entrapment (3) Performing self-rescue and survival swimming, (4) Performing search operations in water moving less than 1 knot.

Swift Water Rescue: Organizations operating at the operations level at swift water search and rescue incidents shall develop and implement procedures for the following: (1)*Assessing moving water conditions, characteristics, and features in terms of hazards to the victim and rescuer (2) Determining the method of victim entrapment (3)*Using tag lines and tension diagonals (zip lines) (4)*Performing self-rescue and survival swimming in swift water (5) Performance search operations in water moving faster than 1 knot

MI-MABAS Technical Rescue Staffing Levels:

Team consists of 18 (2 Deep Roster 36) fully qualified personnel, which includes one (1) Rescue Manager, one (1) Rescue Safety Officer and two (2) Rescue Squad Officers, with the balance of 14 members trained to the NFPA 1670 level consistent with the chosen MI-MABAS Tier II Special Operations Typing.

Company consists of 7 (2 Deep Roster of 14) fully qualified personnel, which includes one (1) Rescue Manager and one (1) Rescue Safety Officer, with the balance of five (5) members trained to the NFPA 1670 level consistent with the chosen MI-MABAS Tier II Special Operations Typing.

Appendix "E" – UAS Team

A Unmanned Aircraft System (sUAS) Team is an aircraft operations team without a human pilot onboard, also known as a drone. The pilot on the ground has an FAA sUAS or Certificate of Authorization (COA) to fly to collect data for improved situational awareness through remote sensing. The sUAS Team operates under the Air Operations Branch, as established by the Incident Commander (IC). A minimum team is comprised of 1 Pilot in Charge (PIC) and 2 Specialists.

The sUAS Team:

1. Provides situational awareness by transmitting real-time or near real-time imagery, data, or verbal assessment, using multiple technologies, such as photogrammetry, live video, thermal imaging, and lidar, to enhance the Common Operating Picture (COP), planning functions, and Incident Action Plan (IAP) development.

2. Uses various platforms based on mission need, in accordance with FAA Code of Federal Regulations (CFR) Part 107, including:
    1. Fixed wing aircraft under 55 Pounds
    2. Rotary wing aircraft under 55 pounds
    3. Lighter-than-air UAS

Considerations for Ordering:

1. Discuss logistics for deploying this team, such as security, communications, lodging, transportation, power, recharging, fuel, and meals, prior to deployment.

2. This team typically is self-sustainable for 72 hours and is deployable for up to 14 days.

3. Pilot in Command (PIC) determines duty cycle of aircraft based on assignment, environment, terrain, battery life, and other factors affecting performance.

4. Incident Commander (IC) should consider the following needs when ordering:
    1. Collection: A measurable description of each information or image collection task, including image resolution; distribution instructions
    2. Processing: Ability to link platform to satellite; platform-required ground reception and range limitations, if any; data collection media used; delivery points of data on media; media compatibility with end users; turnaround time for analysis
    3. Distribution: Parameters for when, where, and how to disseminate images, information, and data
    4. Storage: Image, data, and information storage locations and servers; time frames for storage and maintenance
    5. Resolution, detail and IR or normal images/movies.
    6. Weather conditions.

7. Duration of the mission.

5. Incident Commander (IC) orders data analysis capabilities separately

6. Incident Commander (IC) provides management and oversight of this team by providing Air Operations Branch staff, including the Air Tactical Group Supervisor and the Air Support Group Supervisor.

7. Incident Commander (IC) should consider mission needs in selecting a Type 1 or Type 2 Team:

   Type 1 - sUAS team would have the highest, most robust UASs capability, including, but not limited to: Long term search and rescue, detailed disaster surveys, long flying missions (typically 4 or more fly hours), special multispectral surveys to include at least thermal imaging and/or HazMat surveys. Additionally, this team may have in the field video editing capability and nighttime fly waivers.

   Type 2 – sUAS team would be used for shorter flying durations (less than 4 hours), less detailed surveys and/or limited to visual imaging capability.

8. Ensuring Air Operations Branch staff understand sUAS operations, FAA regulations, and requirements of other local, state and Federal agencies having jurisdiction.

9. Incident Commander (IC) and provider should discuss availability of equipment and supplies needed to establish an adequate Ground Control Station, such as a portable system for data management, wireless or networking equipment, batteries, and a specialized communications cache.

10. Based on mission requirements, Incident Commander (IC) and provider should discuss data collection payload options such as:
    a. Aerial photography
    b. Full motion video
    c. Specialized sensors, such as photogrammetry, sonar, radar, infrared, lidar, and hyperspectral
    d. Infrared thermography (IRT)

11. Discuss mission planning factors, including:
    a. Time-on-scene and flight duration requirements
    b. Topography, climate, land and maritime factors, and population density
    c. Launch and retrieve capabilities; takeoff and line of sight capabilities; first-person view (FPV), beyond line-of-sight view, video piloting; use of multiple controllers; follow-me capability (electronic or tether)
    d. Operational time (day/night); takeoff and landing terrain; and operational area terrain.

e. Weather factors (maximum wind speeds, temperature, humidity, and inclement conditions)
f. Airports and restricted airspace nearby

12. Incident Commander (IC) and provider should discuss the need for FAA waivers and authorizations, such as permission to fly beyond the visual line of sight, fly at night, fly directly over a person or people, fly multiple aircraft with only one pilot, fly above 400 feet, fly near airports, and fly in other restricted or special-use airspace.

13. This team adheres to FAA restrictions on crew duty according to Title 14 Code of Federal Regulations (CFR) Part 117: Flight and Duty Limitations and Rest Requirements

Appendix "F" - Code of Conduct

General Responsibilities

- ❑ It is the responsibility of the sponsoring agency to prepare responders before deployment regarding conduct expectations. Each deployed member is bound by their sponsoring agency's rules, regulations, policies, and procedures.
- ❑ It is the responsibility of the MIMABAS Executive Board to reinforce the Code of Conduct during all planning sessions, meetings and briefings and to monitor compliance. Any violations must be documented with appropriate follow up action taken by the MIMABAS Executive Board and the sponsoring agency.
- ❑ It is the responsibility of each responder to abide by this Code of Conduct.

Individual Responsibilities

- ❑ As a basic guide, responders will base all actions and decisions on the ethical, moral and legal consequences of those actions. It is in this manner that positive and beneficial outcomes will prevail in all system events. Accordingly, responders will conform with the following: At no time during a mission will responders take advantage of any situation and/or opportunity that arises for personal gain.
- ❑ Remain cognizant of cultural issues including race, religion, gender and nationality.
- ❑ Abide by all local law enforcement practices, including its policy regarding weapons.
- ❑ Abide by all laws and regulations regarding the handling of sensitive information.
- ❑ Follow local regulations and agency protocols regarding medical care and handling of patients and/or deceased.
- ❑ Follow prescribed direction regarding dress code and personal protective equipment.
- ❑ Not be in possession of non-prescribed or illegal substances.
- ❑ Will neither possess or consume alcoholic beverages while on duty or subject to call back.
- ❑ Only procure equipment through appropriate channels.
- ❑ Follow AHJ and federal regulations or restrictions regarding taking and showing pictures of victims or structures. This is to be all inclusive of any recording device, including cell phones.
- ❑ Not remove any items from an operational work site as a souvenir.
- ❑ Not deface any property.
- ❑ Transit only via approved roadways and not stray into restricted area.
- ❑ Demonstrate proper consideration for other teams' capabilities and operation practices.
- ❑ Not accept gratuities to promote cooperation.

CITY OF NOVI CITY COUNCIL
NOVEMBER 25, 2024

SUBJECT: Approval of claims and warrants – Warrant 1168

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Per Section 8.10 of the City's charter all funds drawn by the treasury department must be approved by City Council. This approval occurs through a warrant system and appears on all City Council's agenda. The most recent Warrant, #1168 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1168

CITY OF NOVI
Warrant 1168
Monday, November 25, 2024

Check	Vendor Name	Description	Amount
193082	ALPENA SPORTSMEN'S CLUB	SHOOTING RANGE RENTAL 9/23-9/27	623.19
193083	AXON ENTERPRISE, INC.	INVOICE INUS291277 (HIDTA)	6,632.39
193084	AXON ENTERPRISE, INC.	INVOICE INUS291277 (HIDTA)	8,032.61
193085	BERGMAN, EMILY	REIMBURSE TRAVEL	499.10
193086	BORIEO, SANDRA	PROFESSIONAL SERVICES (HIDTA)	2,340.00
193087	BROWN, BRIAN	REIMBURSE TRAVEL	503.70
193088	BURKE, MARK	REIMBURSE TRAVEL	503.70
193089	COMCAST BUSINESS	ACCOUNT 8529 10 205 0785285	219.50
193090	GILBERT, CHELSEA	REIMBURSE TRAVEL	503.70
193091	KELLEY, ERICA	REIMBURSE OPERATING SUPPLIES (HIDTA)	2,202.40
193092	KUHL, WILLIAM	REIMBURSE TRAVEL	286.85
193093	MACDONALD, CHAD	REIMBURSE TRAVEL	503.70
193094	MARQUARDT, JACQUELINE	REIMBURSE TRAVEL	503.70
193095	MCDONNELL, CAMERON	REIMBURSE OPERTING SUPPLIES	175.00
193096	PENNISI, CHRISTOPHER	REIMBURSE TRAVEL	503.70
193097	REINTJES, TIMOTHY	REIMBURSE TRAVEL	503.70
193098	ROLANDS, JEFFREY	REIMBURSE TRAVEL	503.70
193099	SCOTT, DANIEL	REIMBURSE TRAVEL	503.70
193100	SOKOLOWSKI, JEFF	REIMBURSE TRAVEL	503.70
193101	STARRS, KEVIN	REIMBURSE TRAVEL	473.70
193102	TRANSUNION RISK AND ALTERNATIVE	INVOICE 2556421-202410-1 (HIDTA)	1,080.00
193103	WEX BANK	ACCOUNT 0496-00-893440-8	163.42
193104	WEX BANK	ACCOUNT 0496-00-369029-4	373.95
193105	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET KOLLMAN 2024 OVERTIME (HIDTA)	6,000.00
193106	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET WAYNER 2024 OVERTIME (HIDTA)	6,000.00
193107	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET RATLIFF 2024 OVERTIME (HIDTA)	6,000.00
193108-193132	CONSUMERS ENERGY	HEAT	7,778.01
193133	DTE ENERGY	ELECTRICITY	19.90
193134	ADIBUAH, ISHMAEL	ELECTION WORKER	212.00
193135	ALEMU,WOINSHET	ELECTION WORKER	40.00
193136	ALLEN, KAREN	ELECTION WORKER	290.00
193137	ALONZO-WILLIAMS, MERCY	ELECTION WORKER	240.00
193138	ANDERSON, BRENDA	ELECTION WORKER	336.00
193139	ANDERSON, HERB	ELECTION WORKER	340.00
193140	APPICELLI, DAVID	ELECTION WORKER	280.00
193141	ARBUCKLE, SALLY	ELECTION WORKER	260.00
193142	ARGONIS, JULIA	ELECTION WORKER	320.00
193143	AVALLONE, XUAN	ELECTION WORKER	20.00
193144	BAILEY, KATHRYN	ELECTION WORKER	320.00
193145	BARNES, EVERETT	ELECTION WORKER	260.00
193146	BARRANCO, ROSWELL	ELECTION WORKER	380.00
193147	BASS, SHARON	ELECTION WORKER	280.00
193148	BELLER, MARGARET	ELECTION WORKER	160.00
193149	BENHAM, PAULA	ELECTION WORKER	280.00
193150	BERMAN, MARCY	ELECTION WORKER	280.00
193151	BIELENDA, DAVID	ELECTION WORKER	290.00
193152	BILLINGS, STEVEN	ELECTION WORKER	260.00
193153	BISHOP, WALLACE	ELECTION WORKER	290.00
193154	BISTAYI, CHERYL	ELECTION WORKER	260.00
193155	BISTAYI, JOSEPH	ELECTION WORKER	260.00
193156	BLONDALE-WAGNER, NANCY	ELECTION WORKER	400.00
193157	BOBBY, JASON	ELECTION WORKER	260.00
193158	BOLYARD, BETTY	ELECTION WORKER	336.00
193159	BOVAIR, CAROLYN	ELECTION WORKER	240.00
193160	BRADFORD, JESSICA	ELECTION WORKER	240.00
193161	BREWER, MICHAEL	ELECTION WORKER	88.00
193162	BROCCARDO, BAILEY	ELECTION WORKER	260.00
193163	BRODY, RONNA	ELECTION WORKER	240.00
193164	BROWN, EBONI	ELECTION WORKER	290.00
193165	BROWN, ERIN	ELECTION WORKER	280.00
193166	BROWN, KAYLA	ELECTION WORKER	290.00
193167	BUDDE, ANNA	ELECTION WORKER	280.00
193168	BURKE, MARIAN	ELECTION WORKER	200.00
193169	CAMPBELL, CATHERINE	ELECTION WORKER	172.00
193170	CAULFIELD, KATE	ELECTION WORKER	260.00
193171	CHARLES, BRADLEY	ELECTION WORKER	340.00
193172	CHOCK, ALFRED	ELECTION WORKER	290.00
193173	CHUBB, DEBRA	ELECTION WORKER	280.00

193174	CIARELLI, JOAN	ELECTION WORKER	100.00
193175	CLARK, KEVIN	ELECTION WORKER	320.00
193176	CLOUTIER-RUDOLPH, RAMONA	ELECTION WORKER	280.00
193177	COHEN, JACOBI	ELECTION WORKER	120.00
193178	COHEN, KIRSTEN	ELECTION WORKER	280.00
193179	COLE, HEATHER	ELECTION WORKER	240.00
193180	COOPER, INA	ELECTION WORKER	260.00
193181	COPES, BOB	ELECTION WORKER	340.00
193182	CRAIG, ANNE	ELECTION WORKER	260.00
193183	CRAIL, MARY	ELECTION WORKER	290.00
193184	CULKIN, THOMAS	ELECTION WORKER	280.00
193185	CUTINO, SALVATORE	ELECTION WORKER	248.00
193186	DALE, ELIZABETH	ELECTION WORKER	260.00
193187	DAVIS, MITZI	ELECTION WORKER	240.00
193188	DELINE, LYNNE	ELECTION WORKER	336.00
193189	DEVLIN, MARY	ELECTION WORKER	260.00
193190	DILLON, MARYANN	ELECTION WORKER	380.00
193191	DMYTKENKO-AHRABIAN, MARTA	ELECTION WORKER	400.00
193192	DONNAN, PAUL	ELECTION WORKER	336.00
193193	DUNN, JUDY ANN	ELECTION WORKER	310.00
193194	DUNSEN-WHITE, NAOMI	ELECTION WORKER	260.00
193195	DUTTON, SANDRA	ELECTION WORKER	336.00
193196	EADDY, DONNA	ELECTION WORKER	310.00
193197	ELLIOTT, PATRICIA	ELECTION WORKER	280.00
193198	EVERETT, LORENE	ELECTION WORKER	400.00
193199	EVERETT, MICHAEL	ELECTION WORKER	20.00
193200	FARABAUGH, JOHN	ELECTION WORKER	280.00
193201	FARZANEHRAD, ROGHAIEH	ELECTION WORKER	20.00
193202	FASING, GREGORY	ELECTION WORKER	260.00
193203	FELLOWS BECHARD, THERESA	ELECTION WORKER	120.00
193204	FENNER, CHRISTINE	ELECTION WORKER	290.00
193205	FIFER, CAREN	ELECTION WORKER	280.00
193206	FIFER, TIMOTHY	ELECTION WORKER	280.00
193207	FISCHER, PATRICIA	ELECTION WORKER	280.00
193208	FITZGERALD, GERALD	ELECTION WORKER	128.00
193209	FITZGERALD, JANICE	ELECTION WORKER	128.00
193210	FLYNN, THOMAS	ELECTION WORKER	240.00
193211	FRANKLIN, LEIGH	ELECTION WORKER	260.00
193212	FRANKS, JENNIFER	ELECTION WORKER	260.00
193213	FRANKS, PATRICK	ELECTION WORKER	260.00
193214	FREEMAN, JOAN	ELECTION WORKER	400.00
193215	FREY, GAYLE	ELECTION WORKER	320.00
193216	FRITCH, KARRIEANN	ELECTION WORKER	248.00
193217	FRUEHAN, JANINE	ELECTION WORKER	260.00
193218	GAINES-PETERSON, NONIE	ELECTION WORKER	272.00
193219	GALBRAITH, TRICIA	ELECTION WORKER	340.00
193220	GAMM, SHARON	ELECTION WORKER	260.00
193221	GEAKE, RAYMOND	ELECTION WORKER	260.00
193222	GEERS, ANTHONY	ELECTION WORKER	320.00
193223	GEERS, NOAH	ELECTION WORKER	120.00
193224	GILLESPIE, CRYSTAL	ELECTION WORKER	300.00
193225	GILLESPIE, MCKENZIE	ELECTION WORKER	290.00
193226	GOLDBERG, VERONICA	ELECTION WORKER	280.00
193227	GORNO, TIMOTHY	ELECTION WORKER	240.00
193228	GRAEBER, DEBORAH SUSAN	ELECTION WORKER	108.00
193229	GREEN, JOAN	ELECTION WORKER	290.00
193230	GRIFOR, SUE	ELECTION WORKER	236.00
193231	GROSHEK, PAUL	ELECTION WORKER	248.00
193232	GROSHEK, SABRINA	ELECTION WORKER	248.00
193233	HADDAD, ANTOINETTE	ELECTION WORKER	240.00
193234	HAHN, AMY	ELECTION WORKER	280.00
193235	HALL, SHARON	ELECTION WORKER	20.00
193236	HALL, TRACY	ELECTION WORKER	240.00
193237	HALVANGIS, KARLA	ELECTION WORKER	280.00
193238	HAMMELEF, DAVID	ELECTION WORKER	444.00
193239	HARDEN, JOANNA	ELECTION WORKER	280.00
193240	HARRIS, JOHN	ELECTION WORKER	20.00
193241	HARTMAN, BRUCE	ELECTION WORKER	260.00
193242	HE, LI	ELECTION WORKER	120.00
193243	HEEGAN, ERIKA	ELECTION WORKER	260.00
193244	HELFRICH, MICHELE	ELECTION WORKER	280.00
193245	HINMAN, GAYLE	ELECTION WORKER	280.00
193246	HIRST, PAMELA	ELECTION WORKER	336.00
193247	HOFFMAN JR., GEORGE	ELECTION WORKER	400.00
193248	HOLST, HENRY	ELECTION WORKER	280.00
193249	HOLST, IRENE	ELECTION WORKER	280.00

193250	HOOKS, CEAIRA	ELECTION WORKER	260.00
193251	HORSBURGH, LUKE	ELECTION WORKER	280.00
193252	HORSBURGH, SUSAN	ELECTION WORKER	280.00
193253	HRABONZ, MARY	ELECTION WORKER	280.00
193254	HUGHES, PATRICIA	ELECTION WORKER	240.00
193255	HULL, ROBERT	ELECTION WORKER	260.00
193256	HUNTER, STACEY	ELECTION WORKER	200.00
193257	HUSSAIN, MUZAMMIL	ELECTION WORKER	280.00
193258	JEFERSON, JULIE	ELECTION WORKER	260.00
193259	JEFFERSON, TRACEY	ELECTION WORKER	280.00
193260	JENKINS, DEDRA	ELECTION WORKER	300.00
193261	JONES, REAGAN	ELECTION WORKER	260.00
193262	KALAJ, KRISTIAN	ELECTION WORKER	260.00
193263	KANE, TAMMY	ELECTION WORKER	280.00
193264	KANTAMNENI, RAM	ELECTION WORKER	240.00
193265	KAREVICH, PATRICIA	ELECTION WORKER	260.00
193266	KELBER, SCOTT	ELECTION WORKER	320.00
193267	KENNEY, MARIA	ELECTION WORKER	120.00
193268	KERN, JUDITH	ELECTION WORKER	260.00
193269	KERWAN, JAMES	ELECTION WORKER	280.00
193270	KETHLEDGE, JESSICA	ELECTION WORKER	310.00
193271	KEVRA, MELISSA	ELECTION WORKER	260.00
193272	KHAIMOV, BATSHEVA	ELECTION WORKER	270.00
193273	KISH, MARGARET	ELECTION WORKER	340.00
193274	KLENKE, AARON	ELECTION WORKER	270.00
193275	KLINE, STEPHEN	ELECTION WORKER	444.00
193276	KONCHARLA, TANISHA	ELECTION WORKER	310.00
193277	KRAMER, GORDON	ELECTION WORKER	280.00
193278	KRICK, KRISTIN	ELECTION WORKER	340.00
193279	KRUPKIN, AMY	ELECTION WORKER	260.00
193280	KUBAS, KIMBERLY	ELECTION WORKER	280.00
193281	KUENZEL, CAROL	ELECTION WORKER	336.00
193282	LAMPI, JENIFER	ELECTION WORKER	20.00
193283	LANDY, SCOTT	ELECTION WORKER	310.00
193284	LAZELL, MATTHEW	ELECTION WORKER	340.00
193285	LECLAIR, SUSAN	ELECTION WORKER	260.00
193286	LEE, TEDDY	ELECTION WORKER	336.00
193287	LESNAU, GARY	ELECTION WORKER	280.00
193288	LESNAU, NICOLE	ELECTION WORKER	240.00
193289	LEWIS, CARLA	ELECTION WORKER	316.00
193290	LICALZI, JACQUELINE	ELECTION WORKER	560.00
193291	LIEGGHIO, FRANK	ELECTION WORKER	320.00
193292	LINDOW, JULIE	ELECTION WORKER	260.00
193293	LOMBARDI, KATHLEEN	ELECTION WORKER	280.00
193294	LOMBARDI, RICHARD	ELECTION WORKER	280.00
193295	LONG, CHARLES	ELECTION WORKER	400.00
193296	LONG, JANET	ELECTION WORKER	400.00
193297	LOWERY, DONNA	ELECTION WORKER	280.00
193298	MACY, JENNIE	ELECTION WORKER	240.00
193299	MADISON, ALVETTE	ELECTION WORKER	280.00
193300	MARTIN, DYANNA	ELECTION WORKER	336.00
193301	MATHERS, ANNETTE	ELECTION WORKER	336.00
193302	MAZUCHOWSKI, GAIL	ELECTION WORKER	240.00
193303	MAZUREK, SUZANNE	ELECTION WORKER	310.00
193304	MCEACHIN, RICHARD	ELECTION WORKER	260.00
193305	MCNICHOL, LYNDA	ELECTION WORKER	280.00
193306	MCVEIGH, KIMBERLEE	ELECTION WORKER	280.00
193307	MELIAN, TERI	ELECTION WORKER	160.00
193308	MENA, MARITA	ELECTION WORKER	280.00
193309	MEZZA, DOROTHY	ELECTION WORKER	20.00
193310	MILLS, SUSAN	ELECTION WORKER	290.00
193311	MINGLE, HARRY	ELECTION WORKER	439.00
193312	MONROE, GEORGIA	ELECTION WORKER	160.00
193313	NEIGHBORS, KATHALEEN	ELECTION WORKER	280.00
193314	NELSON, LARRY	ELECTION WORKER	290.00
193315	NEWBOLT-BILLINGS, ANDREA	ELECTION WORKER	260.00
193316	NYBERG, KAREN CELESTE	ELECTION WORKER	400.00
193317	O'CONNELL, ABIGAIL	ELECTION WORKER	260.00
193318	O'REILLY, NANCY	ELECTION WORKER	260.00
193319	OSBORN, JOHN	ELECTION WORKER	340.00
193320	PATRICK-FAGAN, CARLA	ELECTION WORKER	152.00
193321	PAWESKI, CHRISTINE	ELECTION WORKER	260.00
193322	PENOZA, MARGARET	ELECTION WORKER	260.00
193323	PERISON, CHARITA	ELECTION WORKER	20.00
193324	PHILLIPS, CHERYL	ELECTION WORKER	280.00
193325	PIPER, LAURIE	ELECTION WORKER	260.00

193326	PISTOLESI, CHERYL	ELECTION WORKER	280.00
193327	PISTOLESI, PETE	ELECTION WORKER	280.00
193328	POPOVCZAK, JOHN	ELECTION WORKER	336.00
193329	PRAHIN, AMY	ELECTION WORKER	280.00
193330	PROCHE, ALISON	ELECTION WORKER	290.00
193331	PURVIS, LISA	ELECTION WORKER	20.00
193332	RADCLIFFE, DAVID	ELECTION WORKER	240.00
193333	RAVITZ, BARBARA	ELECTION WORKER	260.00
193334	RAZO, BLANCHE	ELECTION WORKER	260.00
193335	REISNER, MARIA	ELECTION WORKER	444.00
193336	RENAUD, TERESA	ELECTION WORKER	336.00
193337	ROBBINS, DONNA	ELECTION WORKER	280.00
193338	ROBOTHAM, ASTON	ELECTION WORKER	290.00
193339	ROLAND, JULIE	ELECTION WORKER	310.00
193340	ROMANO, LYNNE	ELECTION WORKER	280.00
193341	RONDOT, DOROTHY	ELECTION WORKER	40.00
193342	ROSE, PATRICIA	ELECTION WORKER	20.00
193343	ROSS, DEBORAH	ELECTION WORKER	280.00
193344	SAADAT, MOBEEN	ELECTION WORKER	20.00
193345	SAFFORD, BOBBIE	ELECTION WORKER	336.00
193346	SALTER, PATRICIA	ELECTION WORKER	20.00
193347	SANOR, KRISTIN	ELECTION WORKER	408.00
193348	SANTER, ROBERT	ELECTION WORKER	280.00
193349	SCHAEFER, JACK	ELECTION WORKER	506.00
193350	SCHAEFER, JACQUELINE	ELECTION WORKER	300.00
193351	SCHMENK, KATHLEEN	ELECTION WORKER	400.00
193352	SCHMENK, MICHAEL	ELECTION WORKER	444.00
193353	SEKSARIA, DINESH	ELECTION WORKER	216.00
193354	SERRA, RITA	ELECTION WORKER	240.00
193355	SESI, MONIQUE	ELECTION WORKER	290.00
193356	SEYMOUR, MOLLY	ELECTION WORKER	260.00
193357	SHAH, HASMUKH	ELECTION WORKER	260.00
193358	SHAH, JAGDISH	ELECTION WORKER	240.00
193359	SHEA, PATRICIA	ELECTION WORKER	280.00
193360	SHUFFETT, CHRISTOPHER	ELECTION WORKER	280.00
193361	SHUFFETT, DIANE	ELECTION WORKER	280.00
193362	SIMON, DEBRA	ELECTION WORKER	340.00
193363	SIOPES, KEITH	ELECTION WORKER	260.00
193364	SIVY, NANCY	ELECTION WORKER	300.00
193365	SMALL, PATRICIA	ELECTION WORKER	280.00
193366	SOBOROWSKI, CAROL	ELECTION WORKER	444.00
193367	SPICER, MARILYN	ELECTION WORKER	260.00
193368	STAAB, CHARLES	ELECTION WORKER	310.00
193369	STEEB, JENNIFER	ELECTION WORKER	240.00
193370	STENSON, ANDREW	ELECTION WORKER	20.00
193371	SUN, JULIA	ELECTION WORKER	280.00
193372	TAKESIAN, THEODORE	ELECTION WORKER	260.00
193373	TAMER, ELIZABETH	ELECTION WORKER	196.00
193374	TARDELLA, DANIEL	ELECTION WORKER	280.00
193375	TAYLOR, ANDREA	ELECTION WORKER	290.00
193376	TAYLOR, MILDRED	ELECTION WORKER	336.00
193377	TEICHMAN, BRIAN	ELECTION WORKER	140.00
193378	THOMPSON, DONNA	ELECTION WORKER	316.00
193379	THORNTON, SEAN	ELECTION WORKER	280.00
193380	TIERNEY, CLAYTON	ELECTION WORKER	260.00
193381	TILMOS, MARIA	ELECTION WORKER	280.00
193382	TOPP, BRENDA	ELECTION WORKER	260.00
193383	TUNNARD, JOYCE	ELECTION WORKER	646.00
193384	TURNBULL, SHAUNA	ELECTION WORKER	280.00
193385	TURNER-JOHNSON, KIAIRA	ELECTION WORKER	272.00
193386	TYAGI, ANYA	ELECTION WORKER	120.00
193387	UHELSKI, JANINE	ELECTION WORKER	310.00
193388	UNDERWOOD, ANN	ELECTION WORKER	280.00
193389	VANHORN, REGINA	ELECTION WORKER	20.00
193390	VARTANIAN, VIRGINIA	ELECTION WORKER	320.00
193391	VIET, JILL	ELECTION WORKER	296.00
193392	VIRUPAKSHAPPA, GANGU	ELECTION WORKER	280.00
193393	VOSS, ANN	ELECTION WORKER	280.00
193394	WALDRUP, DEAN	ELECTION WORKER	280.00
193395	WALDRUP, MARY	ELECTION WORKER	280.00
193396	WAYNE, JOELLEN	ELECTION WORKER	280.00
193397	WELLS, JAY	ELECTION WORKER	108.00
193398	WILHELM, TERRY	ELECTION WORKER	320.00
193399	WILJANEN-WEBER, KARI	ELECTION WORKER	240.00
193400	WILLIAMS, CORNELIA	ELECTION WORKER	240.00
193401	WINTER, MARY ANGELA	ELECTION WORKER	340.00

193402	WINTER, PETER	ELECTION WORKER	280.00	
193403	WISE, MARLA	ELECTION WORKER	280.00	
193404	WITECHOWSKY, RONALD	ELECTION WORKER	260.00	
193405	WOODRICH, ANDREW	ELECTION WORKER	320.00	
193406	YEE-AGACINSKI, CATHERINE	ELECTION WORKER	336.00	
193407	YU, JOYANN	ELECTION WORKER	260.00	
193408	YU, TORRY	ELECTION WORKER	260.00	
193409	ZHANG, NING	ELECTION WORKER	208.00	
193410	ZWIERCHOWSKI, SCOTT	ELECTION WORKER	260.00	
193411	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (LOCAL STREETS)	18,309.28	
193412	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (MAJOR STREETS)	116,746.89	
193413	1ST AYD CORPORATION	OPERATING SUPPLIES (W&S, DPW)	1,079.52	
193414	911 TRAINING INSTITUTE	EDUCATION AND TRAINING	445.00	
193415	A AND R PLUMBING LLC	BUILDING MAINTENANCE (PARKS MAINT, FACILITIES)	9,340.55	
193416	ACCUFORM PRINTING & GRAPHICS INC	OFFICE SUPPLIES (W&S, POLICE, CLERK, COMM DEV)	3,079.20	
193417	ACE CUTTING EQUIPMENT INC	OPERATING SUPPLIES	43.85	
193418	ACTION TARGET	FOUR ONE-DAY RANGE MAINT VISITS (POLICE)	2,100.00	
193419	ADVANCED TURF SOLUTIONS, INC.	GROUNDS MAINTENANCE (PARKS MAINT)	3,896.59	
193420	AECOM GREAT LAKES, INC	CE SRVS: GLWA 14 MILE REDUNDANCY PROJ (STREETS)	27,550.00	
193421	AIRGAS USA, LLC	VEHICLE MAINTENANCE	865.65	
193422	AKA-OEO	REFUND PARKS	225.00	
193423	ALLIE BROTHERS INC	SUPPLIES UNIFORMS (POLICE)	2,957.70	
193424	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE (LIBRARY)	1,700.00	
193425	ALLIED INC	VEHICLE MAINTENANCE (POLICE)	1,498.75	
193426	ALTECH DOORS LLC	BUILDING MAINTENANCE (FACILITIES, FIRE)	2,757.41	
193427	AMAZON	COMPUTER SUPPLIES (LIBRARY)	1,597.73	
193428	AMERICAN GENERATORS SALES AND	MAINTENANCE & NEW INSTALL (FACILITIES, W&S, FIRE)	67,691.33	
193429	AMERICAN LIBRARY ASSOCIATION	MEMBERSHIPS	547.00	
193430	APOLLO FIRE APPARATUS SALES AND	VEHICLE MAINTENANCE	560.98	
193431	APPLIED INNOVATION	EQUIPMENT RENTAL/LEASE	250.70	
193432	ARAMARK REFRESHMENT SERVICES	OPERATING SUPPLIES	572.27	
193433	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE (POLICE)	2,420.00	
193434	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	277.00	
193435	B&M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,000.00	
193436	B&M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,500.00	
193437	BAETENS, SCOTT	PER DIEM WINTER MACP CONFERENCE	243.00	
193438	BAGOZZI, BRIAN	APPRECIATION EVENING (COMM REL)	1,800.00	
193439	BAKER & TAYLOR, LLC	AUDIO VISUAL MATERIALS	467.27	
193440	BARNHILL III, JOHN H.	YOUTH BASKETBALL	240.00	
193441	BATTERIES PLUS	BUILDING MAINTENANCE	192.52	
193442	BATTERIES PLUS BULBS	EQUIPMENT MAINTENANCE	539.90	
193443	BELLE TIRE	VEHICLE MAINTENANCE	865.34	
193444	BESK, DANIEL	YOUTH BASKETBALL	600.00	
193445	BEUERLE, CHRISTOPHER & STEPHANIE	2024 SUM PROPERTY TAX REFUND 50-22-20-452-029	1,356.14	
193446	BEYER, TODD A.	TENNIS (PARKS & REC)	2,803.50	
193447	BOUND TREE MEDICAL LLC	OPERATING SUPPLIES (FIRE)	1,869.68	
193448	BOYNTON FIRE SAFETY SERVICES, LLC.	BUILDING MAINTENANCE (LIBRARY)	1,130.00	
193449	BRIGHTSOURCE LIGHTING SOLUTIONS LLC	BUILDING MAINTENANCE	615.06	
193450	BRODART CO.	LIBRARY BOOKS LENDING (LIBRARY)	15,725.99	
193451	CADILLAC ASPHALT LLC	CONSTRUCT: 13 MILE REHAB (MAJOR STREETS)	57,159.57	
193452	CANON FINANCIAL SERVICES INC	EQUIPMENT RENTAL/LEASE - COPIERS (IT)	3,922.05	
193453	CATHOLIC CENTRAL HIGH SCHOOL OF DET	BLDG. BOND REFUND (ESCROW)	61,200.00	
193454	CBTS LLC	TELEPHONE MAINTENANCE (IT)	4,478.00	
193455	CDW GOVERNMENT LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,928.48	
193456	CINTAS CORP	SUPPLIES UNIFORMS (DPW, FACILITIES)	1,271.03	
193457	CORE & MAIN LP	STORM SEWER MAINTENANCE (DRAIN)	1,052.52	
193458	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE - CITYWIDE (CLERK)	2,188.64	
193459	COSTAR REALTY INFORMATION INC	INTERNAL TECHNOLOGY (CM, ASSESS, ECON DEV)	1,910.12	
193460	COUGAR SALES & RENTAL INC	VEHICLE MAINTENANCE (FIRE, W&S)	1,108.64	
193461	CRAIGIE, ALYSSA	MILEAGE REIMBURSEMENT	16.08	
193462	CRANDALL-WORTHINGTON INC	OPERATING SUPPLIES (FIRE, DPW, POLICE, P&R)	3,813.13	
193463	CREATIVE NATURE ART & DESIGN LLC	LIBRARY PROGRAMMING	350.00	
193464	CSX TRANSPORTATION INC	WATER LINE MAINTENANCE	361.62	
193465	CUMMINS BRIDGEWAY LLC	VEHICLE MAINTENANCE (FIRE, W&S)	18,767.34	
193466	CUTMYTREEDOWN.COM	FORESTRY MAINTENANCE	457.50	
193467	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE	225.00	
193468	DELL MARKETING L.P.	INTERNAL TECHNOLOGY - CITYWIDE (IT)	20,191.31	
193469	DLZ AMERICAN DRILLING	BLDG. BOND REFUND (ESCROW)	1,500.00	
193470	DRL BUILDING CO. LLC	EQUIPMENT MAINTENANCE	5,500.00	
193471	DRN & ASSOCIATES, ARCHITECTS, PC	PROFESSIONAL SERVICES - DPW WALL (DPW)	2,150.00	
193472	VOID	VOID	-	V
193473	DTE ENERGY	STREET LIGHTING	21,226.42	
193474	DTE ENERGY	VALENCIA PHASE III (DPW)	1,083.34	
193475	ELLSWORTH INDUSTRIES INC.	WATER LINE MAINTENANCE	919.07	
193476	EMERGENCY MEDICAL TRAINING CENTER	CONFERENCE (FIRE)	1,700.00	
193477	EMPIRE PRINTING, LLC	YOUTH BASKETBALL (PARKS & REC)	1,194.00	

193478	ENGRAVING CONNECTION	COMMUNITY PROMOTION	15.22
193479	ETNA SUPPLY	WATER METERS (W&S)	1,245.00
193480	FARKAS, JULIE	PETTY CASH	79.44
193481	FELDMAN CHEVROLET OF NOVI	VEHICLE MAINTENANCE	17.15
193482	FLEETPRIDE INC.	VEHICLE MAINTENANCE	262.22
193483	FLINT NEW HOLLAND INC.	LAWN MOWER MAINTENANCE	213.36
193484	FLOR DRI SUPPLY CO INC	VEHICLE MAINTENANCE	677.40
193485	FOX RUN	PROGRAMMING EXPENSE	820.00
193486	G2 CONSULTING GROUP, LLC.	GEOTECH: VAR PROJECTS (CIP, STREETS)	15,312.36
193487	GALE/CENGAGE LEARNING	LIBRARY BOOKS	208.69
193488	GARBER, DEAN	YOTH BASKETBALL	440.00
193489	GATES, BRIAN	YOUTH BASKETBALL	120.00
193490	GDI SERVICES INC	CUSTODIAL SERVICES (LIBRARY)	8,680.00
193491	GRAINGER INC, W W	SEWER LINE MAINTENANCE	403.62
193492	GRAPHIK CONCEPTS INC	VEHICLE NEW INSTALL	739.50
193493	GRAY, SCOTT	YOUTH VOLLEYBALL	560.00
193494	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	86.55
193495	GREAT LAKES ACE	COMMUNITY CENTER	103.25
193496	GREAT LAKES POWER & LIGHTING INC.	THEATRE UPGRADE (PARKS & REC)	93,850.00
193497	GREAT LAKES PROFILES, INC.	PRE EMPLOYMENT TESTING	160.00
193498	GREAT LAKES WATER AUTHORITY	WATER PURCHASES 9/2024 (W&S)	1,031,877.64
193499	GREEN OAK TIRE INC.	VEHICLE MAINTENANCE (DPW)	13,754.25
193500	GROCKAU, SAM	FUEL REIMBURSEMENT 10/24/24	45.79
193501	GRONLUND-FOX, TIA	REIMBURSEMENT WELLNESS FAIR	44.20
193502	GRUENWALD, KRISTIE	PER DIEM FIRST RESPONDERS TRAUMA TRAINING	95.00
193503	GRYN, ERIC	2024 SUM PROPERTY TAX REFUND 50-22-29-176-002	4,214.39
193504	HALLORAN, KEVIN	YOUTH BASKETBALL	400.00
193505	HALT FIRE,INC.	VEHICLE MAINTENANCE (FIRE)	7,910.57
193506	HANSON RENAISSANCE COURT REPORTERS	PROFESSIONAL SERVICES	521.25
193507	HARTFORD, THE	EMPLOYEE INSURANCE	170.52
193508	HARWELL,ALISA	REIMBURSEMENT SEARCH WARRANT EXPENSES	130.65
193509	HAYWARD, BRANDON	VEHICLE MAINTENANCE	254.25
193510	HENDERSON, LEONARD	YOUTH BASKETBALL	120.00
193511	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	750.00
193512	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	1,600.00
193513	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	5,000.00
193514	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	18,900.00
193515	HOME DEPOT	BUILDING MAINTENANCE	99.32
193516	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES - CITYWIDE	3,063.42
193517	IMAGAMERICA	COMMUNITY PROMO - T-SHIRTS (COMM REL, POLICE)	3,051.93
193518	IMPERIAL DADE	BUILDING MAINTENANCE (LIBRARY)	1,281.95
193519	ISCG, INC.	BUILDING MAINTENANCE (DPW)	6,398.07
193520	J & B MEDICAL SUPPLY INC	OPERATING SUPPLIES (FIRE)	1,838.91
193521	JETT PUMP & VALVE LLC	LIFT STATION MAINTENANCE (W&S)	4,115.00
193522	KAPNICK & COMPANY, INC	WALLED LAKE BOARD (ESCROW)	3,000.88
193523	KBK LANDSCAPING, INC.	GROUNDS MAINTENANCE (PARKS MAINT, FACILITIES)	43,110.00
193524	KIESLER'S POLICE SUPPLY, INC.	SUPPLIES (POLICE)	1,768.58
193525	KIMBALL MIDWEST	OPERATING SUPPLIES (DPW, POLICE)	2,534.83
193526	KITTKA, DEBRA	REFUND PARKS	200.00
193527	KNIGHT TECHNOLOGY GROUP, INC	COMPUTER SUPPLIES	700.00
193528	KNIGHT WATCH INC	COMPUTER SUPPLIES	315.00
193529	KOUDA, MAJD	TUITION REIMBURSEMENT (FIRE)	1,620.00
193530	LAKESHORE LEARNING MATERIALS	PROGRAMMING EXPENSE	960.19
193531	LANGUAGE LINE SERVICES	EMERGENCY COMMUNICATION SERVICE	160.81
193532	LANZILOTTI, JENNIFER B.	ART EXHIBITS	105.00
193533	LAPOINTE, ERNEST RICHARD	YOUTH BASKETBALL	320.00
193534	LAVEIRGE, WILFORD	YOUTH BASKETBALL	160.00
193535	LEISURE UNLIMITED LLC	SPORTS CAMPS	702.00
193536	LENNY'S HOME SERVICES	HCD (COMMUNITY DEV BLOCK GRANT)	10,324.00
193537	LEPOFSKY, BARRY J.	YOUTH BASKETBALL	160.00
193538	LIFELOC TECHNOLOGIES INC	OPERATING SUPPLIES	74.00
193539	LOOMIS	ARMORED CAR SERVICES	590.07
193540	LUNGHAMER FORD OF OWOSSO LLC	2024 F-550, F-350'S, F-150'S ESCAPES, HY (COMM DEV)	42,881.00
193541	M-2 AUTO PARTS, INC.	VEHICLE MAINTENANCE (DPW, POLICE)	3,534.60
193542	MAHONEY, DANIELLE	REIMBURSEMENT AFI VISION COUNCIL CONFERENCE	801.38
193543	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (LOCAL STREETS)	74,139.40
193544	MALINOWSKI, JUDITH M.	MEDICAL SERVICE	500.00
193545	MAPLE POINTE	MAPLESOF NOVI SPRKLR 7 (ESCROW)	32,316.25
193546	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE	209.94
193547	MARTIN, JOHN	MILEAGE REIMBURSEMENT	321.60
193548	MASTER MAINTENANCE	JANITORIAL CONTRACTS (POLICE, FACILITIES)	16,020.55
193549	MC AULIFFE, MICHAEL	YOUTH BASKETBALL	240.00
193550	MCARDLE, JENNIFER	REIMBURSEMENT MILEAGE	54.54
193551	MCARDLE, JENNIFER	REIMBURSEMENT CONFERENCE	98.32
193552	MEADOWBROOK ART CENTER	COMMUNITY PROMOTION	96.77
193553	MEADOWBROOK CONGREGATIONAL CHURCH	FACILITY USAGE ELECTION DAY 11/5/24	300.00

193554	MEDSTAR INC	OPERATING SUPPLIES	450.00	
193555	MICHIGAN LIBRARY ASSOCIATION	CONFERENCE (LIBRARY)	1,960.00	
193556	MICHIGAN LINEN SERVICE, INC.	BUILDING MAINTENANCE (POLICE, FACILITIES, FIRE)	2,200.25	
193557	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION - CITYWIDE (FINANCE)	53,940.00	
193558	MICHIGAN.COM	SUPPLIES	117.54	
193559	MID-TOWN PETROLEUM ACQUISITION LLC	GASOLINE AND OIL	195.35	
193560	MIDLAND CREDIT MANAGEMENT	CASE NO: 2459855GC	591.05	
193561	MIDWEST TAPE, LLC	LIBRARY BOOKS LENDING	276.60	
193562	MINER, LTD DBA GREAT LAKES DOCK &	OPERATING SUPPLIES (DPW)	4,800.00	
193563	MISSION COMMUNICATIONS, LLC	LIFT STATION MAINTENANCE	387.00	
193564	MOTOROLA SOLUTIONS INC	MASS NOTIFICATION SYSTEM (POLICE)	14,801.00	
193565	MULTI-LAKES CONSERVATION ASSOC	EDUCATION AND TRAINING (POLICE)	2,750.00	
193566	MUNICIPAL WEB SERVICES, INC	WEB PAGE MAINTENANCE (COMM REL, LIBRARY)	3,782.00	
193567	NATIONAL TIME & SIGNAL	BUILDING MAINTENANCE	990.00	
193568	NEW YORK TIMES, THE	ELECTRONIC RESOURCES (LIBRARY)	2,537.60	
193569	NICE, KIM	REIMBURSEMENT	296.07	
193570	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	180.80	
193571	NOVI WATER DEPARTMENT	WATER AND SEWER - CITY USE	15,509.89	
193572	NOVI, CITY OF	CITY'S SHARE OF FEES COLLECTED	30,108.46	
193573	VOID	VOID	-	V
193574	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	677.64	
193575	OAKLAND COMMUNITY COLLEGE	MEDICAL SERVICE	200.00	
193576	OAKLAND COUNTY ASSOCATION	MEMBERSHIP DUES	120.00	
193577	OAKLAND COUNTY DRAIN COMMISSIONER	OCDC PERMIT FEE	200.00	
193578	OAKLAND COUNTY TREASURERS	CITY WIDE TRAINING, 10/24 SEWAGE (W&S, HR)	673,485.00	
193579	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES (POLICE, IT, CLERK)	1,013.72	
193580	OLIVER HATCHER CONSTRUCTION	HYDRANT DEPOSIT REFUND 24-17 (ESCROW)	1,993.24	
193581	ORCHARD, HILTZ & MC CLIMENT	PROFESSIONAL SERV - VAR PROJ (STREETS, W&S)	69,151.08	
193582	ORION TOWNSHIP PUBLIC LIBRARY	ELECTRONIC RESOURCES	356.00	
193583	ORKIN	BUILDING MAINTENANCE	337.96	
193584	OSCAR W. LARSON CO.	GASOLINE AND OIL	851.00	
193585	OVERDRIVE, INC.	ELECTRONIC MEDIA (LIBRARY)	7,308.04	
193586	PARNELL, DAMON	REIMBURSEMENT LEADING EDGE CONFERENCE	400.00	
193587	PERFECT CLEANERS OF DETROIT, INC	2024-25 UNIFORM CLEANING (POLICE, FIRE)	1,119.35	
193588	PHOENIX SAFETY OUTFITTERS	TURN-OUT GEAR (27) SETS - TURN OUT GEAR (FIRE)	100,336.95	
193589	PLM LAKE AND LAND MANAGEMENT INC	INVASIVE SPECIES REMOVAL (DRAIN)	8,390.00	
193590	POWER CLEANING SYSTEMS	EQUIPMENT MAINTENANCE	300.00	
193591	PRECISE MRM LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,427.00	
193592	PREUER & ASSOCIATES, JOHN D	PROFESSIONAL SERVICES (FIRE)	2,291.79	
193593	PRICE, TAYLOR	MILEAGE REIMBURSEMENT	44.22	
193594	PRIORITY WASTE LLC	RUBBISH	285.00	
193595	PROSCREENING, LLC	PROFESSIONAL SERVICES (HR)	1,359.00	
193596	QUADIENT INC	INTERNAL TECHNOLOGY (IT, FINANCE)	8,247.52	
193597	QUALITY FIRST AID & SAFETY, INC.	OPERATING SUPPLIES	510.79	
193598	QUILL CORPORATION	OFFICE SUPPLIES	189.89	
193599	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193600	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193601	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193602	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193603	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193604	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193605	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193606	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193607	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193608	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193609	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193610	REASON CONSULTING CORPORATION	PERSONAL PROPERTY AUDITOR (ASSESSOR)	3,333.00	
193611	REASON, DANIEL A	YOUTH BASKETBALL	240.00	
193612	RED WING SHOE STORE	SUPPLIES UNIFORMS	906.71	
193613	REHMANN ROBSON	INDEPENDENT AUDIT 6.30.24 (FINANCE)	19,900.00	
193614	RESOURCE RECOVERY AND RECYCLING	RECYCLING CENTER (DPW)	9,523.00	
193615	RITENOUR, CURTIS R.	OPERATING SUPPLIES	875.00	
193616	RKA PETROLEUM COS., INC	GASOLINE AND OIL	20,670.77	
193617	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SERVICES (MAJOR STREETS)	6,073.83	
193618	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (ESCROW)	4,148.00	
193619	RUGGIRELLO, CHARLES	YOUTH BASKETBALL	200.00	
193620	SALVIA, MARISSA N	HISTORICAL COMMISSION	1,500.00	
193621	SAM'S CLUB DIRECT	LIBRARY PROGRAMMING	573.27	
193622	SATKO, JOHN PETER	YOUTH BASKETBALL	120.00	
193623	VOID	VOID	-	V
193624	SCHOOLCRAFT COLLEGE	MEDICAL SERVICE	125.00	
193625	SCODELLER CONSTRUCTION, INC.	ROUTINE MAINTENANCE (LOCAL STREETS)	53,638.40	
193626	SCOTT, JOHN	YOUTH BASKETBALL	80.00	
193627	SEEDLINGS BRAILLE BOOKS FOR	LIBRARY BOOKS	40.00	
193628	SENTINEL TECHNOLOGIES, INC	COMPUTER SUPPLIES (LIBRARY)	4,174.67	
193629	SHIFMAN FOURNIER, PLC	LEGAL FEES	752.50	

193630	SITEONE LANDSCAPE SUPPLY, LLC	OPERATING SUPPLIES (W&S, PARKS MAINT)	3,000.81
193631	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES (P&R, FIRE, LIBRARY, DPW)	1,730.43
193632-193634	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)	35,676.38
193635	SQUEAKY SHINE CAR WASH	VEHICLE MAINTENANCE	435.00
193636	STATE OF MICHIGAN	LIVESCAN	861.00
193637	STUDSTILL, MEREDITH	REFUND PARKS	150.00
193638	SUPER FLEET MASTERCARD	GASOLINE AND OIL	58.41
193639	SUTTLE ENTERPRISES LLC	PROFESSIONAL SERVICES (LIBRARY)	2,600.00
193640	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES)	5,994.81
193641	T & M ASPHALT PAVING INC	CONST: PICKLEBALL COURTS & PARK (CIP, MEADOW)	211,208.88
193642	T-MOBILE USA, INC	TELEPHONE (LIBRARY)	1,035.75
193643	TAYLOR, ZOYE	WITNESS	12.70
193644	TEL SYSTEMS	COMPUTER SUPPLIES	975.00
193645	TENNIS COURTS UNLIMITED INC	TENNIS COURT REPAIRS (P&R)	22,000.00
193646	THOMSON REUTERS - WEST	OUTSIDE DATA PROCESSING (POLICE)	1,086.02
193647	TRADESMEN FASTNER & TOOL INC	LAWN MOWER MAINTENANCE	26.50
193648	TRAVELERS PROPERTY CASUALTY	PROPERTY & LIABILITY INSURANCE	112.00
193649	TRI-COUNTY INTERNATIONAL	VEHICLE MAINTENANCE (DPW)	2,629.35
193650	TRUCK & TRAILER SPECIALTIES, INC.	2024 F-350 QUOTED UPFITS FOR NOVI TRUCKS (DPW)	44,706.07
193651	TRUE BLUE INVESTGATIONS LLC	RECRUITMENT PAID ON CALL	850.00
193652	TURNOUT MANAGEMENT	UNIFORMS NEW RECRUITS	520.00
193653	TYLER TECHNOLOGIES, INC.	OUTSIDE DATA PROCESSING (FIRE)	6,998.40
193654	USA SOFTBALL OF DETROIT, MDASA	ADULT SOFTBALL (P&R)	3,240.00
193655	VARIPRO	EMPLOYEE FLEX SPENDING REIMB	4,452.39
193656	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE	103.99
193657	VERIZON WIRELESS	TELEPHONE	562.99
193658	VESCO OIL CORPORATION	GASOLINE AND OIL	2,438.25
193659	VILLAGE OAKS COMMON AREAS ASSOC	ENTRYWAY SIGNAGE GRANT PRGM (CM)	5,000.00
193660	VOSS LIGHTING	BUILDING MAINTENANCE	996.40
193661	W.W. WILLIAMS MIDWEST, INC.	VEHICLE MAINTENANCE	479.00
193662	WALDEN, MICHELLE	2024 Sum Tax Refund 50-22-22-301-059	68.74
193663	WEBBERLY, AUSTIN	REIMBURSEMENT CONFERENCES	83.57
193664	WEBLEY, DEANNA	REFUND PARKS	10.00
193665	WEINGARTZ SUPPLY CO INC	LAWN MOWER MAINTENANCE	697.78
193666	WILDMAN, JACKIE	TUITION REIMBURSEMENT	990.00
193667	WORLDVIEW TECHNOLOGIES GROUP	INTERNAL TECHNOLOGY (POLICE)	3,850.00
193668	YANG, HENRY	REFUND PARKS	10.00
193669	ZINSER, ERICK	PER DIEM WINTER MACP CONFERENCE	243.00
193670	SCA OF MI, LLC	GROUNDS MAINTENANCE	78.10
193671	SCHINDLER ELEVATOR CORPORATION	BUILDING MAINTENANCE (LIBRARY)	1,142.41
EFT	FIFTH THIRD BANK P-CARD	OCTOBER PURCHASES	119,980.39
	AMAZON MKTPL 914LG2BG3	CD: Office Supplies	207.85
	MI PERMIT LIC PLAN REV	CD: License	50.00
	NCEES.ORG	DPW: Registration Fee	225.00
	G2GCHARGE COM SERVICE	W&S: Mandatory water testing	4.00
	OAKLAND COUNTY MI	W&S: Mandatory EPA testing	96.00
	MICHIGAN E MI	CD: Training Registration	135.00
	APA	CD: membership	818.00
	IN CHELSEA SOCCER CLU	PRCS: Program Expense	115.00
	GRAND HOTEL	OAS: Trip Expense	4,053.92
	MICHIGAN STATE PREMIER	PRCS: League Expense	50.00
	AMAZON RETA 2Q5DR7R53	CLK: election supplies	90.00
	AMAZON MARK MY38Z33B3	CLK: election supplies	11.98
	EIG CONSTANTCONTACT.CO	CLK: election	280.00
	AMAZON MKTPL XU9DT3JW3	CLK: election	6.99
	AMZN MKTP US W91AN39V3	CLK: election	122.83
	AMAZON MKTPL LI6FW2JV3	CLK: election	54.50
	AMAZON MARK P48I22B33	CLK: supplies	52.48
	AMAZON MARK P87WR2H43	CLK: election	29.28
	AMZN MKTP US YV59K04L3	CLK: election	17.81
	EIG CONSTANTCONTACT.CO	CR: enewsletters	405.00
	RESIDENCE INN	CR: EDGE conference	1,085.49
	AMAZON.COM ON7G12O03	CR: supplies	35.96
	APPLE.COM/BILL	CR: icloud storage	2.99
	AMAZON.COM F33Y038C3	CR: supplies	68.08
	UBER TRIP	CR: EDGE conference	39.91
	AMAZON MARK 3P2VP2KZ3	DPW: Operating supplies	186.06
	AMAZON MKTPL A21RQ98H3	DPW: Boardwalk supplies	184.03
	ALRO STEEL CORP	FLT: Maintenance supplies	47.85
	AMAZON RETA OO4I37N03	DPW: Boardwalk Supplies	910.89
	AMZN MKTP US 685LB4TN3	DPW: Boardwalk supplies	78.50
	BIG TOMMYS PARTHENON	HR: Health & Wellness	1,315.44
	AMAZON RETA 0T0IC4Z23	HR: Health & Wellness	50.00
	AMAZON RETA DG8HK5RH3	HR: Health & Wellness	50.00

SAMSCLUB.COM	HR: Health & Wellness	73.33
AMAZON MKTPL JS33O0YT3	HR: Health & Wellness	30.97
AMAZON MKTPL NV9XB9363	HR: Health & Wellness	96.86
SAMSCLUB.COM	HR: Health & Wellness	64.91
SOCIETYFORHUMANRESOURC	HR: SHRM Membership	264.00
WESTIN	PD: Conference	2,020.45
DELTA	PD: Conference	35.00
DELTA	PD: Conference	35.00
WESTIN	PD: Conference	404.09
LEE S CHICKEN	PD: Conference	200.38
FBINAAMI	PD: Training	35.00
AMAZON MKTPL PO5JT4V03	PD: SUPPLIES	89.97
SAVAGE TRAINING GROUP	PD: TRAINING	918.00
AMAZON MKTPL 1Z8JB2873	PD: RADIO EQUIPMENT	671.94
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	84.15
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	(10.20)
GREAT WOLF	PD: CONFR. LODGING	(10.20)
GREAT WOLF	PD: CONFR. LODGING	(10.20)
AMAZON MKTPL WJ3ND6UX3	PD: SUPPLIES	106.87
AMAZON MKTPL 9D17809D3	PD: SUPPLIES	7.79
HOLIDAY INNS	FD: Conference	568.33
HOLIDAY INNS	FD: Conference	(34.10)
IACP	PD: CONFERENCE	(250.00)
INST CONT LEGAL EDU	ASSES: sales tax refund	(10.74)
REALCOMP II LTD	ASSES: Realcomp	40.00
STATE TAX COMMISSION	ASSES: cert renewal McDermott	175.00
STATE TAX COMMISSION	ASSES: cert renewal Ziozios	175.00
WAVE - LITTLE CONDUCT	CR: deposit: Light the Lights	50.00
OGLEBAY LODGING	CR: trng event management	316.75
DELTA	CR: flight: trng event management	386.95
OGLEBAY LODGING	CR: trng event management	1,967.94
IN LORIO ROSS ENTERTA	CR: Appreciation Evening	832.00
GFS STORE #1985	CR: novi university graduation	22.37
QDOBA 2823 ONLINE	CR: novi university graduation	326.94
FAIRYTALEEN	CR: Light the Lights characters	190.00
IFLY DETROIT	CR: novi university graduation	59.97
WALMART.COM 8009256278	CR: Appreciation Evening	189.90
GREENVELOPE.COM	CR: subscription e-invitations	495.00
SAMSCLUB #6657	CR: novi university graduation	20.98
U S PARK	PRCS: NRPA conference travel	48.00
SQ DEREJE SISAY	PRCS: NRPA conference	52.80
HILTON	PRCS: NRPA conference hotel	1,028.52
SQ GETIYE	PRCS: NRPA conference travel	52.80
SIGNS BY TOMORROW LIVO	PRCS: Lakeshore signage	592.17
ICMA ONLINE	DPW: ICMA yearly dues	200.00
FCN INC.	HIDTA	3,967.08
MICHIGAN ASSOC OF CHIE	HIDTA	(100.00)
MICHIGAN ASSOC OF CHIE	HIDTA	895.00
OTC BRANDS 800-875-8	PRCS: Program Expense	509.10
WWW.IAFC.ORG	FD: IAFC Dues-Martin	345.00
PAYPAL MI MI	FD: Fire Instructor Conference	375.00
AFP MICHIGAN ASSOCIATI	FD: AFP Dues-Martin	255.00
IN THIRD COAST TECH L	Council Chamb Crestron Repairs	458.87
MEIJER # 122	LIB: Program	120.09
CANTORO ITALIAN MARKET	LIB: Adult Program	689.84
ABWA MANAGEMENT LLC	LIB: Memberships & dues	115.00
BUSCH'S #1205	LIB: Staff Recognition	248.86
STAMPS.COM	LIB: Postage	19.99
LSOFT TECHNOLOGIES INC	LIB: Computer Supplies	15.19
SPEEDWAY 08769 GRAYLIN	LIB: Conferences	39.97
MEIJER # 122	LIB: Programming	45.35
TC PARKING METER	LIB: Conferences	3.10
THE OMELETTE SHOPPE C	LIB: Conferences	67.12
GRAND TRAV RESORT	LIB: Conferences	533.70
GRAND TRAV RESORT	LIB: Conferences	(250.90)
GRAND TRAV RESORT	LIB: Conferences	282.80
GRAND TRAV RESORT	LIB: Conferences	628.20
GRAND TRAV RESORT	LIB: Conferences	796.20

EXXON ADAMS OIL INC	LIB: Conferences	38.02
SQ TWISTED CORK WINER	LIB: Adult Program	250.00
SP AUNT FLOW	LIB: Operating Supplies	560.00
TECHSOUP	LIB: Technology	(461.58)
TECHSOUP	LIB: Computer Software License	16.86
USPS STAMPS ENDICIA	LIB: Postage	100.00
TECHSOUP	LIB: Computer software/licensing	57.00
UWCC REGISTRATIONS	LIB: Conferences	(247.50)
B&H PHOTO 800-606-6969	LIB: Computer Supplies	31.32
PY BLAKES LYON TOWNSH	LIB: Adult Programming	105.00
WM SUPERCENTER #5893	LIB: Program	61.79
TARGET 00014654	LIB: Program	17.06
BRENTWOOD GRILLE	LIB: Staff recognition	777.74
HOBBY-LOBBY #645	LIB: Programming	20.95
PY BLAKES LYON TOWNSH	LIB: Adult Programming	42.00
PY BLAKES LYON TOWNSH	LIB: Community Promotion	263.00
LANDS END BUS OUTFITTE	LIB: Supplies-Uniforms	252.45
TECHSOUP	LIB: Technology	8,154.58
THE UPS STORE 582	LIB: Community Promotion	28.00
GROUPMAP TECHNOLOGY	IS: Software Subscription	8.00
PANERA BREAD #608009 O	CC: Food for Council Committee	104.59
PARTY CITY 4124	HR: EWE Halloween Event	35.96
TARGET 00008961	HR: EWE Halloween Event	25.96
SQ CHOWHOUND CATERING	ED: EDC Event Catering	250.00
PODS	OAS: operating expenses	174.00
HILTON	OAS: NRPA conference	685.68
DOS BOCAS	OAS: NRPA conference	30.00
HILTON	OAS: NRPA conference	342.84
AMAZON WEB SERVICES	IS: Hosting Fee	0.15
FBINAAMI	PD: Training	35.00
STATE TAX COMMISSION	ASSES: Cert renewal-Corbett	175.00
AMAZON MKTPL FN9RG09F3	ASSES: Digital Angle Protractor	10.99
STATE TAX COMMISSION	ASSES: Cert renewal-Webster	175.00
MICHIGAN ASSESSORS ASS	ASSES: Continuing education	52.00
TREETOPS RESORT	ASSES: MAA Conference lodging	268.40
WCAAO.ORG	ASSES: Continuing education	60.00
AMAZON MARK TJ05376C3	OAS: Social Supplies	116.34
AMAZON MKTPL T98D32G53	PRCS: Veterans Day Supplies	69.27
AMAZON MKTPL 9E50I0H23	PRCS: Veterans Day Supplies	31.76
NORTHVILLE CIDER MILL	PRCS: OAS Event Supplies	25.00
MEIJER # 122	PRCS: OAS Event Supplies	86.29
AMAZON MARK ND1NF00S3	PRCS: OAS Event Supplies	59.66
GRAND HOTEL	PRCS: OAS Mackinac Trip	1,765.05
MEIJER # 046	PRCS: OAS Social Supplies	50.00
WAL-MART #5893	PRCS: OAS food for event	64.00
AMAZON MKTPL 069I96YB3	PRCS: Fitness Supplies	18.98
WAL-MART #5893	PRCS: OAS food for event	65.87
AMAZON MKTPL 7V16W53E3	PRCS: OAS Social Supplies	241.10
AMAZON MKTPL A169X3M43	FM: Pest control	64.41
AMAZON.COM W53FC9QF3	IS: Technology	73.14
AMAZON MARK JN52Y26J3	W&S: Technology	16.12
AMAZON MARK MG9L78YU3	FM: Technology	9.99
AMAZON MKTPL 3Q84F1WI3	FM: Pest Control	36.49
DD/BR #336551	DPW: WM Training	89.94
MARATHON PETRO243808	DPW: Conf Fuel for Travel	33.00
SHANTY CREEK RESORTS -	DPW: Winter Ops-Wiktorowski	227.00
COMFORT INNS	DPW: MRSI Lodging Paulk	462.00
EVERGREEN RESORT	DPW: MRSI Lodging Talbot	371.28
COMFORT INNS	DPW: MRSI Lodging Tate	462.00
COMFORT INNS	DPW: MRSI Lodging Fox	462.00
COMFORT INNS	DPW: MRSI Lodging Matties	462.00
INTERNATIONAL MUNICIPA	DPW: IMSA Conference Talbot	890.00
SHANTY CREEK RESORTS -	DPW: Winter Ops-Wiktorowski	227.00
STATE TAX COMMISSION	DPW: MCAT Memberships	50.00
USPS.COM CLICKNSHIP	CLK: Postage	16.36
FUELCLOUD	DPW: G&S	150.00
AMAZON.COM LN5I504C3	DPW: OS	35.73
AMAZON.COM 8Y5DP5JQ3	DPW: OS	31.06
AMAZON.COM SZ9H99L33	W&S: OS	37.23
AMAZON MARK 3W8G82UD3	PD: VM	199.99
SP CAMLOCKDIRECT FRQ	DPW: VM	41.18

AMAZON.COM JR3L02X03	DPW: OS	33.74
DITCH WITCH SALES OF M	PM: VM	196.49
AMAZON.COM H96ZY4FJ3	DPW: Tools	790.30
AMAZON MKTPL JJ3QW8PO3	DPW: Tools	45.99
AMAZON RETA LS5WW4U83	PD: VM	310.98
DEFENSE MECHANISMS	PD: Operating Supplies	477.50
EDGE EYEWEAR	PD: Operating supplies	224.33
FIRST TACTICAL	PD: Operating Expense	1,019.35
SP VIKTOS	PD: Operating Expense	279.95
AMAZON MARK ZN8JG1M61	PD: Operating Supplies	11.19
AMAZON RETA MM4V54KI3	PD: Operating Supplies	89.98
HELLO FLOWERS	FD: Operating Expense	113.31
AMAZON MKTPL KC9ZL33U3	PD: Operating Expense	80.12
AMAZON MARK OU3FK3TE3	PD: Operating Expense	80.27
MICHIGAN ASSOC OF CHIE	PD: Dues	100.00
BRIMAR INDUSTRIES	PD: Operating Expense	1,091.77
AMAZON MKTPL I57SG9DH3	FD: Operating Expense	164.75
AMAZON MARK G97TD8KE3	PD: Supplies	14.66
AMAZON MKTPL KB5WR9HS3	PD: Operating Supplies	49.99
AMAZON RETA X95N32VW3	PD: Supplies	99.00
AMAZON MKTPL 570N22CM3	PD: Office Supplies	16.98
AMAZON MARK 9N58S6XP3	PD: Office Supplies	9.79
AMAZON.COM 6Z0860GQ3	PD: Office supplies	94.60
DTV DIRECTV SERVICE	PD: Cable	40.00
AMAZON RETA 5W1W375F3	PD: Operating Supplies	11.12
AMAZON MARK KI3VU9XP3	PD: Operating Supplies	11.50
AMAZON MARK ZW8OC1RO1	PD: Operating supplies	10.99
AMAZON MKTPL 7A5PT9VY3	PD: Operating Supplies	91.98
AMAZON.COM F32UG5SD3	PD: Operating Supplies	79.46
PROPELLER SURETY BONDS	PD: Dues	100.00
AMZN MKTP US 8J6VP3OK3	PD: Operating Expense	43.98
AMZN MKTP US HH7V72343	PD: Operating Supplies	36.49
AMAZON MKTPL EK9QR6E73	PD: Operating Supplies	59.99
AMAZON.COM KG60U7KC3	FD: Operating Supplies	54.88
WPY ACE LOCKSMITH LLC	PD: Operating Expense	350.00
AMAZON MKTPL LV7BU7NL3	PD: Operating Supplies	28.39
AMAZON MARK OT6MP9VT3	FD: Operating Supplies	119.94
AMAZON MKTPL JT4VW94D3	PD: Operating Expense	9.49
AMAZON MKTPL 4J3FA1TI3	PD: Operating Supplies	84.45
AMAZON MKTPL 4V4I10D63	PD: Supplies	77.13
AMZN MKTP US 1P6Z31UM3	PD: Operating Supplies	79.98
FIRINGLINE ONLINE	PD; Operating Expense	1,590.00
SEC OF STATE ESERVICES	PD: Dues	10.17
AMAZON MARK FG5HM7233	FD; Vehicle Maintenance	14.99
AMAZON MKTPL HN3MO8403	FD: Vehicle Maintenance	71.55
PUBLIC AGENCY TRAINING	PD; Training	650.00
PAYPAL RICHARD J	PD: Training	300.00
AMAZON MARK FB87J4H63	PD: Operating expense	139.55
PUBLIC AGENCY TRAINING	PD: Training	3,250.00
NOTARY SERVICE AND BON	PD: Operating Supplies	141.39
SEC OF STATE ESERVICES	PD: Dues	10.17
NOTARY SERVICE AND BON	PD: Dues	52.95
AMAZON MKTPL O42OD8EJ3	PD: Operating Supplies	39.96
NOTARY SERVICE AND BON	PD: Dues	52.95
SEC OF STATE ESERVICES	PD: Dues	10.17
NOTARY SERVICE AND BON	PD; Dues	52.95
NOTARY SERVICE AND BON	PD: Dues	52.95
SMARTDRAW SOFTWARE LLC	FD: Operating Expense	990.00
AMAZON MKTPL XW24F3KB3	PD: Supplies	50.22
ALL AMERICAN PET RESOR	PD: Operating Expense	109.80
SHELL OIL 57443316807	FD: Gas	47.00
SHELL OIL 521818500QPS	PD: Gas	58.01
SHELL OIL 521818500QPS	PD: Gas	35.60
MEIJER EXPRESS 282	PD: Gas	59.00
WPY TWO DOGS LLC	PD: Operating Supplies	62.00
MARATHON PETRO130260	PD; Gas	33.16
AUTOZONE #4355	PD: Operating Expense	(31.49)
AMAZON.COM V67Q30U03	FM: Operating Supplies	24.99
AMZN MKTP US NR4UV0ME3	FM: Operating Supplies	41.80
AMZN MKTP US J94K70WS3	FM: Operating Supplies	120.90
AMAZON MARK D30T21VG3	FIN: Office Supplies	152.38

AMAZON MARK 9Q5S27YQ3	FM: Operating Supplies	9.99
AMAZON.COM CR5304YX3	FM: Operating Supplies	50.76
ROBERT BROOKE & ASSOCI	FM: Operating Supplies	23.05
AMAZON MARK BX4WU8QA3	FIN: Office Supplies	145.12
AMAZON RETA ND6I39BG3	FIN: Office Supplies	70.24
ROBERT BROOKE & ASSOCI	FM: Operating Supplies	27.05
GRAMMARLY CO XSV8BOY	IS: Software	139.95
AMAZON MARK SA50L7N83	IS: Supplies	17.98
MOUNTAIN GRD LODGE	IS: Conference	612.87
AMZN MKTP US YA0LV2ON3	IS: Hardware	30.99
AMAZON.COM HE1L69973	IS: Hardware	199.00
AMAZON MKTPL TP9YA7SW3	IS: Supplies	34.99
AMAZON MKTPL SO6J035C3	IS: Hardware	52.78
AMAZON MKTPL 0C0UT1UX3	IS: Supplies	38.94
AMAZON RETA DP8BD4OS3	IS: Supplies	49.95
AMAZON MKTPL 9F9WN9XW3	IS: Supplies	8.59
UBER TRIP	W&S: conferences,workshops	82.85
UBER TRIP	W&S: conferences,workshops	3.00
UBER TRIP	W&S: conferences,workshops	24.50
UBER TRIP	W&S: conferences,workshops	11.73
EGLE DW TRAIN AND CERT	W&S: license-Trainer	95.00
SP CAREX.COM	OAS: DME Loan Closet Supplies	29.98
METRO AIRPORT PARKING	PD: Conference	180.00
WESTIN	PD: Conference	2,020.45
UBER TRIP	PD: Conference	26.77
MICHAELS STORES 3744	CR: Appreciation Evening	89.91
SHERATON	ED: DRP Mission	184.66
NH COLLECTION EINDHOVE	ED: DRP Mission	641.30
MARRIOTT	ED: DRP Mission	914.41
AMAZON MKTPL GZ4GX1GL3	CR: Operating Supplies	313.77
BUSCH'S #1205	CC: SOCMA event	65.94
PANERA BREAD #608009 O	CR: Employee Recognition	73.96
DELTA	ED: DRP Mission Trip	1,109.91
ALLIANZ TRAVEL INS	ED: DRP Mission Trip	88.79
PANERA BREAD #608009 O	CR: Employee Recognition	118.93
PANERA BREAD #608009 O	CR: Employee Recognition	73.96
PANERA BREAD #608009 O	CR: Employee Recognition	117.72
PANERA BREAD #608009 O	CR: Employee Recognition	108.93
JAPAN AMERICA SOCIETY	CC: Japan America Society	2,900.00
CS DICKS GC	PRCS: Program Expenses	750.00
AMAZON RETA WA9777KE3	PRCS: Program supplies	97.76
PICKLEBALL IS LIFE	PRCS: Operating Supplies	548.00
CLEVELAND EQUIPMENT LL	PM: mini skid auger.	549.00
DITCH WITCH SALES OF M	PM: mini skid steer repair	209.56
AMAZON MKTPL 813OF9PV3	PM: Zevo bug trap	50.95
AMZN MKTP US GA0M977S3	PM: timecard ink ribbon	11.75
AMAZON MARK G62BO1CY3	PM: white board/bulletin board	95.99
MSU PAYMENT ONLINE	PM: MSU Turf School-Pilarski	700.00
COURTYARD BY MARRIOTT	HR: MERS Conf-Gronlund-Fox	463.82
COURTYARD BY MARRIOTT	CD: MERS Conf-Gibbons	433.82
MOGUL INC.	HR: Police Recruitment	479.50
AGASERVICECO MAR TT	HR: Travel Insurance	68.02
SHANTY CREEK RESORTS -	HR: Annual Labor Conference	358.39
MMTA	TREAS: MMTA Dues-Glenn	99.00
WHITLOCK BUSINESS SYST	W&S: Print Utility bills	788.73
WHITLOCK BUSINESS SYST	W&S: Postage for utility bills	2,197.05
WHITLOCK BUSINESS SYST	W&S: utility delinquent letters	255.86
WHITLOCK BUSINESS SYST	W&S: Postage for utility bills	741.88
AT&T 8310014437495	FACILITES - Utilities - Telephone	5,672.63
FEDEX472203767	PD: FedEx	26.88
AMAZON RETA UO6GM8LV3	FIN: office supplies	5.02
D J WSJ	MGR: Wall Street Journal	38.99
SPECTRUM	FACILITIES - Utilities - Cable	9,137.97
VZWRLSS APOCC VISB	FACILITES - Utilities - Telephone	11,353.22
FEDEX471021537	CD: FedEx	35.10
CENTURYLINK LUMEN	FACILITIES - Utilities - Cable	272.94
FEDEX470685896	PD: FedEx	23.31
123.NET, INC.	FACILITES - Utilities - Telephone	4,013.53
AMZN MKTP US AJ58C57Z3	ASSES: office supplies	16.13
AMZN MKTP US N95SY6CU3	ASSES: Office Supplies	49.00
AMAZON.COM DI3B43KP3	FIN: supplies	19.94

AMAZON.COM DI3B43KP3	ASSES: supplies	35.67
AMAZON MARK Y99027AD3	ASSES: Office supplies	11.90
FEDEX470261637	PD: FedEx	24.76
FEDEX470081742	FIRE: FedEx	18.55
AMAZON MKTPL EF4623E23	PRCS: Event Exp-Day of Dead	19.99
AMAZON MKTPL 3Y1RP78E3	PRCS: Event Exp-Day of Dead	29.97
AMAZON MKTPL Y65SX65X3	PRCS: Event Exp-Day of Dead	13.19
HILTON	PRCS: NRPA Conf-Ringle	1,028.52
EXCHANGE BAR AND GRILL	MGR: Luncheon Meeting	95.39
OAKLAND PRESS	MGR: Newspaper Subscription	1.00
HUNTINGTON PL WASHINGT	MGR: Parking Fee	20.00
FIRST WATCH - 0495	MGR: Luncheon Meeting	81.42
		$ 3,748,824.73

GENERAL FUND	101	845,936.45
MAJOR STREET FUND	202	123,332.58
LOCAL STREET FUND	203	274,545.47
MUNICIPAL STREET FUND	204	616.00
PARKS, REC & CULTURAL SVCS FUND	208	149,080.54
DRAIN FUND	211	10,175.52
TREE FUND	213	16,641.57
FORFEITURE FUND	262	849.30
LIBRARY FUND	271	73,282.70
LIBRARY CONTRIBUTION FUND	272	2,831.74
COMMUNITY DVLPMNT BLOCK GRANT FUND	274	10,324.00
STREET LIGHTING 204109 - WEST OAKS ST	281	428.78
STREET LIGHTING 204 81 - WEST LAKE DRIVE	286	263.11
STREET LIGHTING 204108 - TOWN CENTER ST	287	1,747.49
2008 LIBRARY CONSTRUCTION DEBT FUND	371	117.00
CAPITAL IMPROVMENT PRGRM (CIP) FUND	401	195,479.01
SPECIAL ASSESSMENT REVOLVING FUND	418	123.00
PEG CABLE - CAPITAL FUND	463	458.87
ICE ARENA FUND	570	663.00
SENIOR HOUSING FUND	574	19,504.43
WATER AND SEWER FUND	592	1,812,811.65
AGENCY FUND	701	153,072.06
CURRENT TAX COLLECTION FUND	703	5,639.27
MI HIDTA	725	50,901.19
		$ 3,748,824.73

CITY OF NOVI
Warrant 1168
Monday, November 25, 2024

Check	Vendor Name	Description	Amount
193082	ALPENA SPORTSMEN'S CLUB	SHOOTING RANGE RENTAL 9/23-9/27	623.19
193083	AXON ENTERPRISE, INC.	INVOICE INUS291277 (HIDTA)	6,632.39
193084	AXON ENTERPRISE, INC.	INVOICE INUS291277 (HIDTA)	8,032.61
193085	BERGMAN, EMILY	REIMBURSE TRAVEL	499.10
193086	BORIEO, SANDRA	PROFESSIONAL SERVICES (HIDTA)	2,340.00
193087	BROWN, BRIAN	REIMBURSE TRAVEL	503.70
193088	BURKE, MARK	REIMBURSE TRAVEL	503.70
193089	COMCAST BUSINESS	ACCOUNT 8529 10 205 0785285	219.50
193090	GILBERT, CHELSEA	REIMBURSE TRAVEL	503.70
193091	KELLEY, ERICA	REIMBURSE OPERATING SUPPLIES (HIDTA)	2,202.40
193092	KUHL, WILLIAM	REIMBURSE TRAVEL	286.85
193093	MACDONALD, CHAD	REIMBURSE TRAVEL	503.70
193094	MARQUARDT, JACQUELINE	REIMBURSE TRAVEL	503.70
193095	MCDONNELL, CAMERON	REIMBURSE OPERTING SUPPLIES	175.00
193096	PENNISI, CHRISTOPHER	REIMBURSE TRAVEL	503.70
193097	REINTJES, TIMOTHY	REIMBURSE TRAVEL	503.70
193098	ROLANDS, JEFFREY	REIMBURSE TRAVEL	503.70
193099	SCOTT, DANIEL	REIMBURSE TRAVEL	503.70
193100	SOKOLOWSKI, JEFF	REIMBURSE TRAVEL	503.70
193101	STARRS, KEVIN	REIMBURSE TRAVEL	473.70
193102	TRANSUNION RISK AND ALTERNATIVE	INVOICE 2556421-202410-1 (HIDTA)	1,080.00
193103	WEX BANK	ACCOUNT 0496-00-893440-8	163.42
193104	WEX BANK	ACCOUNT 0496-00-369029-4	373.95
193105	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET KOLLMAN 2024 OVERTIME (HIDTA)	6,000.00
193106	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET WAYNER 2024 OVERTIME (HIDTA)	6,000.00
193107	OAKLAND COUNTY NARCOTIC ENFORCEMENT	DET RATLIFF 2024 OVERTIME (HIDTA)	6,000.00
193108-193132	CONSUMERS ENERGY	HEAT	7,778.01
193133	DTE ENERGY	ELECTRICITY	19.90
193134	ADIBUAH, ISHMAEL	ELECTION WORKER	212.00
193135	ALEMU,WOINSHET	ELECTION WORKER	40.00
193136	ALLEN, KAREN	ELECTION WORKER	290.00
193137	ALONZO-WILLIAMS, MERCY	ELECTION WORKER	240.00
193138	ANDERSON, BRENDA	ELECTION WORKER	336.00
193139	ANDERSON, HERB	ELECTION WORKER	340.00
193140	APPICELLI, DAVID	ELECTION WORKER	280.00
193141	ARBUCKLE, SALLY	ELECTION WORKER	260.00
193142	ARGONIS, JULIA	ELECTION WORKER	320.00
193143	AVALLONE, XUAN	ELECTION WORKER	20.00
193144	BAILEY, KATHRYN	ELECTION WORKER	320.00
193145	BARNES, EVERETT	ELECTION WORKER	260.00
193146	BARRANCO, ROSWELL	ELECTION WORKER	380.00
193147	BASS, SHARON	ELECTION WORKER	280.00
193148	BELLER, MARGARET	ELECTION WORKER	160.00
193149	BENHAM, PAULA	ELECTION WORKER	280.00
193150	BERMAN, MARCY	ELECTION WORKER	280.00
193151	BIELENDA, DAVID	ELECTION WORKER	290.00
193152	BILLINGS, STEVEN	ELECTION WORKER	260.00
193153	BISHOP, WALLACE	ELECTION WORKER	290.00
193154	BISTAYI, CHERYL	ELECTION WORKER	260.00
193155	BISTAYI, JOSEPH	ELECTION WORKER	260.00
193156	BLONDALE-WAGNER, NANCY	ELECTION WORKER	400.00
193157	BOBBY, JASON	ELECTION WORKER	260.00
193158	BOLYARD, BETTY	ELECTION WORKER	336.00
193159	BOVAIR, CAROLYN	ELECTION WORKER	240.00
193160	BRADFORD, JESSICA	ELECTION WORKER	240.00
193161	BREWER, MICHAEL	ELECTION WORKER	88.00
193162	BROCCARDO, BAILEY	ELECTION WORKER	260.00
193163	BRODY, RONNA	ELECTION WORKER	240.00
193164	BROWN, EBONI	ELECTION WORKER	290.00
193165	BROWN, ERIN	ELECTION WORKER	280.00
193166	BROWN, KAYLA	ELECTION WORKER	290.00
193167	BUDDE, ANNA	ELECTION WORKER	280.00
193168	BURKE, MARIAN	ELECTION WORKER	200.00
193169	CAMPBELL, CATHERINE	ELECTION WORKER	172.00
193170	CAULFIELD, KATE	ELECTION WORKER	260.00
193171	CHARLES, BRADLEY	ELECTION WORKER	340.00
193172	CHOCK, ALFRED	ELECTION WORKER	290.00
193173	CHUBB, DEBRA	ELECTION WORKER	280.00

193174	CIARELLI, JOAN	ELECTION WORKER	100.00
193175	CLARK, KEVIN	ELECTION WORKER	320.00
193176	CLOUTIER-RUDOLPH, RAMONA	ELECTION WORKER	280.00
193177	COHEN, JACOBI	ELECTION WORKER	120.00
193178	COHEN, KIRSTEN	ELECTION WORKER	280.00
193179	COLE, HEATHER	ELECTION WORKER	240.00
193180	COOPER, INA	ELECTION WORKER	260.00
193181	COPES, BOB	ELECTION WORKER	340.00
193182	CRAIG, ANNE	ELECTION WORKER	260.00
193183	CRAIL, MARY	ELECTION WORKER	290.00
193184	CULKIN, THOMAS	ELECTION WORKER	280.00
193185	CUTINO, SALVATORE	ELECTION WORKER	248.00
193186	DALE, ELIZABETH	ELECTION WORKER	260.00
193187	DAVIS, MITZI	ELECTION WORKER	240.00
193188	DELINE, LYNNE	ELECTION WORKER	336.00
193189	DEVLIN, MARY	ELECTION WORKER	260.00
193190	DILLON, MARYANN	ELECTION WORKER	380.00
193191	DMYTKENKO-AHRABIAN, MARTA	ELECTION WORKER	400.00
193192	DONNAN, PAUL	ELECTION WORKER	336.00
193193	DUNN, JUDY ANN	ELECTION WORKER	310.00
193194	DUNSEN-WHITE, NAOMI	ELECTION WORKER	260.00
193195	DUTTON, SANDRA	ELECTION WORKER	336.00
193196	EADDY, DONNA	ELECTION WORKER	310.00
193197	ELLIOTT, PATRICIA	ELECTION WORKER	280.00
193198	EVERETT, LORENE	ELECTION WORKER	400.00
193199	EVERETT, MICHAEL	ELECTION WORKER	20.00
193200	FARABAUGH, JOHN	ELECTION WORKER	280.00
193201	FARZANEHRAD, ROGHAIEH	ELECTION WORKER	20.00
193202	FASING, GREGORY	ELECTION WORKER	260.00
193203	FELLOWS BECHARD, THERESA	ELECTION WORKER	120.00
193204	FENNER, CHRISTINE	ELECTION WORKER	290.00
193205	FIFER, CAREN	ELECTION WORKER	280.00
193206	FIFER, TIMOTHY	ELECTION WORKER	280.00
193207	FISCHER, PATRICIA	ELECTION WORKER	280.00
193208	FITZGERALD, GERALD	ELECTION WORKER	128.00
193209	FITZGERALD, JANICE	ELECTION WORKER	128.00
193210	FLYNN, THOMAS	ELECTION WORKER	240.00
193211	FRANKLIN, LEIGH	ELECTION WORKER	260.00
193212	FRANKS, JENNIFER	ELECTION WORKER	260.00
193213	FRANKS, PATRICK	ELECTION WORKER	260.00
193214	FREEMAN, JOAN	ELECTION WORKER	400.00
193215	FREY, GAYLE	ELECTION WORKER	320.00
193216	FRITCH, KARRIEANN	ELECTION WORKER	248.00
193217	FRUEHAN, JANINE	ELECTION WORKER	260.00
193218	GAINES-PETERSON, NONIE	ELECTION WORKER	272.00
193219	GALBRAITH, TRICIA	ELECTION WORKER	340.00
193220	GAMM, SHARON	ELECTION WORKER	260.00
193221	GEAKE, RAYMOND	ELECTION WORKER	260.00
193222	GEERS, ANTHONY	ELECTION WORKER	320.00
193223	GEERS, NOAH	ELECTION WORKER	120.00
193224	GILLESPIE, CRYSTAL	ELECTION WORKER	300.00
193225	GILLESPIE, MCKENZIE	ELECTION WORKER	290.00
193226	GOLDBERG, VERONICA	ELECTION WORKER	280.00
193227	GORNO, TIMOTHY	ELECTION WORKER	240.00
193228	GRAEBER, DEBORAH SUSAN	ELECTION WORKER	108.00
193229	GREEN, JOAN	ELECTION WORKER	290.00
193230	GRIFOR, SUE	ELECTION WORKER	236.00
193231	GROSHEK, PAUL	ELECTION WORKER	248.00
193232	GROSHEK, SABRINA	ELECTION WORKER	248.00
193233	HADDAD, ANTOINETTE	ELECTION WORKER	240.00
193234	HAHN, AMY	ELECTION WORKER	280.00
193235	HALL, SHARON	ELECTION WORKER	20.00
193236	HALL, TRACY	ELECTION WORKER	240.00
193237	HALVANGIS, KARLA	ELECTION WORKER	280.00
193238	HAMMELEF, DAVID	ELECTION WORKER	444.00
193239	HARDEN, JOANNA	ELECTION WORKER	280.00
193240	HARRIS, JOHN	ELECTION WORKER	20.00
193241	HARTMAN, BRUCE	ELECTION WORKER	260.00
193242	HE, LI	ELECTION WORKER	120.00
193243	HEEGAN, ERIKA	ELECTION WORKER	260.00
193244	HELFRICH, MICHELE	ELECTION WORKER	280.00
193245	HINMAN, GAYLE	ELECTION WORKER	280.00
193246	HIRST, PAMELA	ELECTION WORKER	336.00
193247	HOFFMAN JR., GEORGE	ELECTION WORKER	400.00
193248	HOLST, HENRY	ELECTION WORKER	280.00
193249	HOLST, IRENE	ELECTION WORKER	280.00

193250	HOOKS, CEAIRA	ELECTION WORKER	260.00
193251	HORSBURGH, LUKE	ELECTION WORKER	280.00
193252	HORSBURGH, SUSAN	ELECTION WORKER	280.00
193253	HRABONZ, MARY	ELECTION WORKER	280.00
193254	HUGHES, PATRICIA	ELECTION WORKER	240.00
193255	HULL, ROBERT	ELECTION WORKER	260.00
193256	HUNTER, STACEY	ELECTION WORKER	200.00
193257	HUSSAIN, MUZAMMIL	ELECTION WORKER	280.00
193258	JEFERSON, JULIE	ELECTION WORKER	260.00
193259	JEFFERSON, TRACEY	ELECTION WORKER	280.00
193260	JENKINS, DEDRA	ELECTION WORKER	300.00
193261	JONES, REAGAN	ELECTION WORKER	260.00
193262	KALAJ, KRISTIAN	ELECTION WORKER	260.00
193263	KANE, TAMMY	ELECTION WORKER	280.00
193264	KANTAMNENI, RAM	ELECTION WORKER	240.00
193265	KAREVICH, PATRICIA	ELECTION WORKER	260.00
193266	KELBER, SCOTT	ELECTION WORKER	320.00
193267	KENNEY, MARIA	ELECTION WORKER	120.00
193268	KERN, JUDITH	ELECTION WORKER	260.00
193269	KERWAN, JAMES	ELECTION WORKER	280.00
193270	KETHLEDGE, JESSICA	ELECTION WORKER	310.00
193271	KEVRA, MELISSA	ELECTION WORKER	260.00
193272	KHAIMOV, BATSHEVA	ELECTION WORKER	270.00
193273	KISH, MARGARET	ELECTION WORKER	340.00
193274	KLENKE, AARON	ELECTION WORKER	270.00
193275	KLINE, STEPHEN	ELECTION WORKER	444.00
193276	KONCHARLA, TANISHA	ELECTION WORKER	310.00
193277	KRAMER, GORDON	ELECTION WORKER	280.00
193278	KRICK, KRISTIN	ELECTION WORKER	340.00
193279	KRUPKIN, AMY	ELECTION WORKER	260.00
193280	KUBAS, KIMBERLY	ELECTION WORKER	280.00
193281	KUENZEL, CAROL	ELECTION WORKER	336.00
193282	LAMPI, JENIFER	ELECTION WORKER	20.00
193283	LANDY, SCOTT	ELECTION WORKER	310.00
193284	LAZELL, MATTHEW	ELECTION WORKER	340.00
193285	LECLAIR, SUSAN	ELECTION WORKER	260.00
193286	LEE, TEDDY	ELECTION WORKER	336.00
193287	LESNAU, GARY	ELECTION WORKER	280.00
193288	LESNAU, NICOLE	ELECTION WORKER	240.00
193289	LEWIS, CARLA	ELECTION WORKER	316.00
193290	LICALZI, JACQUELINE	ELECTION WORKER	560.00
193291	LIEGGHIO, FRANK	ELECTION WORKER	320.00
193292	LINDOW, JULIE	ELECTION WORKER	260.00
193293	LOMBARDI, KATHLEEN	ELECTION WORKER	280.00
193294	LOMBARDI, RICHARD	ELECTION WORKER	280.00
193295	LONG, CHARLES	ELECTION WORKER	400.00
193296	LONG, JANET	ELECTION WORKER	400.00
193297	LOWERY, DONNA	ELECTION WORKER	280.00
193298	MACY, JENNIE	ELECTION WORKER	240.00
193299	MADISON, ALVETTE	ELECTION WORKER	280.00
193300	MARTIN, DYANNA	ELECTION WORKER	336.00
193301	MATHERS, ANNETTE	ELECTION WORKER	336.00
193302	MAZUCHOWSKI, GAIL	ELECTION WORKER	240.00
193303	MAZUREK, SUZANNE	ELECTION WORKER	310.00
193304	MCEACHIN, RICHARD	ELECTION WORKER	260.00
193305	MCNICHOL, LYNDA	ELECTION WORKER	280.00
193306	MCVEIGH, KIMBERLEE	ELECTION WORKER	280.00
193307	MELIAN, TERI	ELECTION WORKER	160.00
193308	MENA, MARITA	ELECTION WORKER	280.00
193309	MEZZA, DOROTHY	ELECTION WORKER	20.00
193310	MILLS, SUSAN	ELECTION WORKER	290.00
193311	MINGLE, HARRY	ELECTION WORKER	439.00
193312	MONROE, GEORGIA	ELECTION WORKER	160.00
193313	NEIGHBORS, KATHALEEN	ELECTION WORKER	280.00
193314	NELSON, LARRY	ELECTION WORKER	290.00
193315	NEWBOLT-BILLINGS, ANDREA	ELECTION WORKER	260.00
193316	NYBERG, KAREN CELESTE	ELECTION WORKER	400.00
193317	O'CONNELL, ABIGAIL	ELECTION WORKER	260.00
193318	O'REILLY, NANCY	ELECTION WORKER	260.00
193319	OSBORN, JOHN	ELECTION WORKER	340.00
193320	PATRICK-FAGAN, CARLA	ELECTION WORKER	152.00
193321	PAWESKI, CHRISTINE	ELECTION WORKER	260.00
193322	PENOZA, MARGARET	ELECTION WORKER	260.00
193323	PERISON, CHARITA	ELECTION WORKER	20.00
193324	PHILLIPS, CHERYL	ELECTION WORKER	280.00
193325	PIPER, LAURIE	ELECTION WORKER	260.00

193326	PISTOLESI, CHERYL	ELECTION WORKER	280.00
193327	PISTOLESI, PETE	ELECTION WORKER	280.00
193328	POPOVCZAK, JOHN	ELECTION WORKER	336.00
193329	PRAHIN, AMY	ELECTION WORKER	280.00
193330	PROCHE, ALISON	ELECTION WORKER	290.00
193331	PURVIS, LISA	ELECTION WORKER	20.00
193332	RADCLIFFE, DAVID	ELECTION WORKER	240.00
193333	RAVITZ, BARBARA	ELECTION WORKER	260.00
193334	RAZO, BLANCHE	ELECTION WORKER	260.00
193335	REISNER, MARIA	ELECTION WORKER	444.00
193336	RENAUD, TERESA	ELECTION WORKER	336.00
193337	ROBBINS, DONNA	ELECTION WORKER	280.00
193338	ROBOTHAM, ASTON	ELECTION WORKER	290.00
193339	ROLAND, JULIE	ELECTION WORKER	310.00
193340	ROMANO, LYNNE	ELECTION WORKER	280.00
193341	RONDOT, DOROTHY	ELECTION WORKER	40.00
193342	ROSE, PATRICIA	ELECTION WORKER	20.00
193343	ROSS, DEBORAH	ELECTION WORKER	280.00
193344	SAADAT, MOBEEN	ELECTION WORKER	20.00
193345	SAFFORD, BOBBIE	ELECTION WORKER	336.00
193346	SALTER, PATRICIA	ELECTION WORKER	20.00
193347	SANOR, KRISTIN	ELECTION WORKER	408.00
193348	SANTER, ROBERT	ELECTION WORKER	280.00
193349	SCHAEFER, JACK	ELECTION WORKER	506.00
193350	SCHAEFER, JACQUELINE	ELECTION WORKER	300.00
193351	SCHMENK, KATHLEEN	ELECTION WORKER	400.00
193352	SCHMENK, MICHAEL	ELECTION WORKER	444.00
193353	SEKSARIA, DINESH	ELECTION WORKER	216.00
193354	SERRA, RITA	ELECTION WORKER	240.00
193355	SESI, MONIQUE	ELECTION WORKER	290.00
193356	SEYMOUR, MOLLY	ELECTION WORKER	260.00
193357	SHAH, HASMUKH	ELECTION WORKER	260.00
193358	SHAH, JAGDISH	ELECTION WORKER	240.00
193359	SHEA, PATRICIA	ELECTION WORKER	280.00
193360	SHUFFETT, CHRISTOPHER	ELECTION WORKER	280.00
193361	SHUFFETT, DIANE	ELECTION WORKER	280.00
193362	SIMON, DEBRA	ELECTION WORKER	340.00
193363	SIOPES, KEITH	ELECTION WORKER	260.00
193364	SIVY, NANCY	ELECTION WORKER	300.00
193365	SMALL, PATRICIA	ELECTION WORKER	280.00
193366	SOBOROWSKI, CAROL	ELECTION WORKER	444.00
193367	SPICER, MARILYN	ELECTION WORKER	260.00
193368	STAAB, CHARLES	ELECTION WORKER	310.00
193369	STEEB, JENNIFER	ELECTION WORKER	240.00
193370	STENSON, ANDREW	ELECTION WORKER	20.00
193371	SUN, JULIA	ELECTION WORKER	280.00
193372	TAKESIAN, THEODORE	ELECTION WORKER	260.00
193373	TAMER, ELIZABETH	ELECTION WORKER	196.00
193374	TARDELLA, DANIEL	ELECTION WORKER	280.00
193375	TAYLOR, ANDREA	ELECTION WORKER	290.00
193376	TAYLOR, MILDRED	ELECTION WORKER	336.00
193377	TEICHMAN, BRIAN	ELECTION WORKER	140.00
193378	THOMPSON, DONNA	ELECTION WORKER	316.00
193379	THORNTON, SEAN	ELECTION WORKER	280.00
193380	TIERNEY, CLAYTON	ELECTION WORKER	260.00
193381	TILMOS, MARIA	ELECTION WORKER	280.00
193382	TOPP, BRENDA	ELECTION WORKER	260.00
193383	TUNNARD, JOYCE	ELECTION WORKER	646.00
193384	TURNBULL, SHAUNA	ELECTION WORKER	280.00
193385	TURNER-JOHNSON, KIAIRA	ELECTION WORKER	272.00
193386	TYAGI, ANYA	ELECTION WORKER	120.00
193387	UHELSKI, JANINE	ELECTION WORKER	310.00
193388	UNDERWOOD, ANN	ELECTION WORKER	280.00
193389	VANHORN, REGINA	ELECTION WORKER	20.00
193390	VARTANIAN, VIRGINIA	ELECTION WORKER	320.00
193391	VIET, JILL	ELECTION WORKER	296.00
193392	VIRUPAKSHAPPA, GANGU	ELECTION WORKER	280.00
193393	VOSS, ANN	ELECTION WORKER	280.00
193394	WALDRUP, DEAN	ELECTION WORKER	280.00
193395	WALDRUP, MARY	ELECTION WORKER	280.00
193396	WAYNE, JOELLEN	ELECTION WORKER	280.00
193397	WELLS, JAY	ELECTION WORKER	108.00
193398	WILHELM, TERRY	ELECTION WORKER	320.00
193399	WILJANEN-WEBER, KARI	ELECTION WORKER	240.00
193400	WILLIAMS, CORNELIA	ELECTION WORKER	240.00
193401	WINTER, MARY ANGELA	ELECTION WORKER	340.00

193402	WINTER, PETER	ELECTION WORKER	280.00	
193403	WISE, MARLA	ELECTION WORKER	280.00	
193404	WITECHOWSKY, RONALD	ELECTION WORKER	260.00	
193405	WOODRICH, ANDREW	ELECTION WORKER	320.00	
193406	YEE-AGACINSKI, CATHERINE	ELECTION WORKER	336.00	
193407	YU, JOYANN	ELECTION WORKER	260.00	
193408	YU, TORRY	ELECTION WORKER	260.00	
193409	ZHANG, NING	ELECTION WORKER	208.00	
193410	ZWIERCHOWSKI, SCOTT	ELECTION WORKER	260.00	
193411	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (LOCAL STREETS)	18,309.28	
193412	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (MAJOR STREETS)	116,746.89	
193413	1ST AYD CORPORATION	OPERATING SUPPLIES (W&S, DPW)	1,079.52	
193414	911 TRAINING INSTITUTE	EDUCATION AND TRAINING	445.00	
193415	A AND R PLUMBING LLC	BUILDING MAINTENANCE (PARKS MAINT, FACILITIES)	9,340.55	
193416	ACCUFORM PRINTING & GRAPHICS INC	OFFICE SUPPLIES (W&S, POLICE, CLERK, COMM DEV)	3,079.20	
193417	ACE CUTTING EQUIPMENT INC	OPERATING SUPPLIES	43.85	
193418	ACTION TARGET	FOUR ONE-DAY RANGE MAINT VISITS (POLICE)	2,100.00	
193419	ADVANCED TURF SOLUTIONS, INC.	GROUNDS MAINTENANCE (PARKS MAINT)	3,896.59	
193420	AECOM GREAT LAKES, INC	CE SRVS: GLWA 14 MILE REDUNDANCY PROJ (STREETS)	27,550.00	
193421	AIRGAS USA, LLC	VEHICLE MAINTENANCE	865.65	
193422	AKA-OEO	REFUND PARKS	225.00	
193423	ALLIE BROTHERS INC	SUPPLIES UNIFORMS (POLICE)	2,957.70	
193424	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE (LIBRARY)	1,700.00	
193425	ALLIED INC	VEHICLE MAINTENANCE (POLICE)	1,498.75	
193426	ALTECH DOORS LLC	BUILDING MAINTENANCE (FACILITIES, FIRE)	2,757.41	
193427	AMAZON	COMPUTER SUPPLIES (LIBRARY)	1,597.73	
193428	AMERICAN GENERATORS SALES AND	MAINTENANCE & NEW INSTALL (FACILITIES, W&S, FIRE)	67,691.33	
193429	AMERICAN LIBRARY ASSOCIATION	MEMBERSHIPS	547.00	
193430	APOLLO FIRE APPARATUS SALES AND	VEHICLE MAINTENANCE	560.98	
193431	APPLIED INNOVATION	EQUIPMENT RENTAL/LEASE	250.70	
193432	ARAMARK REFRESHMENT SERVICES	OPERATING SUPPLIES	572.27	
193433	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE (POLICE)	2,420.00	
193434	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	277.00	
193435	B&M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,000.00	
193436	B&M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,500.00	
193437	BAETENS, SCOTT	PER DIEM WINTER MACP CONFERENCE	243.00	
193438	BAGOZZI, BRIAN	APPRECIATION EVENING (COMM REL)	1,800.00	
193439	BAKER & TAYLOR, LLC	AUDIO VISUAL MATERIALS	467.27	
193440	BARNHILL III, JOHN H.	YOUTH BASKETBALL	240.00	
193441	BATTERIES PLUS	BUILDING MAINTENANCE	192.52	
193442	BATTERIES PLUS BULBS	EQUIPMENT MAINTENANCE	539.90	
193443	BELLE TIRE	VEHICLE MAINTENANCE	865.34	
193444	BESK, DANIEL	YOUTH BASKETBALL	600.00	
193445	BEUERLE, CHRISTOPHER & STEPHANIE	2024 SUM PROPERTY TAX REFUND 50-22-20-452-029	1,356.14	
193446	BEYER, TODD A.	TENNIS (PARKS & REC)	2,803.50	
193447	BOUND TREE MEDICAL LLC	OPERATING SUPPLIES (FIRE)	1,869.68	
193448	BOYNTON FIRE SAFETY SERVICES, LLC.	BUILDING MAINTENANCE (LIBRARY)	1,130.00	
193449	BRIGHTSOURCE LIGHTING SOLUTIONS LLC	BUILDING MAINTENANCE	615.06	
193450	BRODART CO.	LIBRARY BOOKS LENDING (LIBRARY)	15,725.99	
193451	CADILLAC ASPHALT LLC	CONSTRUCT: 13 MILE REHAB (MAJOR STREETS)	57,159.57	
193452	CANON FINANCIAL SERVICES INC	EQUIPMENT RENTAL/LEASE - COPIERS (IT)	3,922.05	
193453	CATHOLIC CENTRAL HIGH SCHOOL OF DET	BLDG. BOND REFUND (ESCROW)	61,200.00	
193454	CBTS LLC	TELEPHONE MAINTENANCE (IT)	4,478.00	
193455	CDW GOVERNMENT LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,928.48	
193456	CINTAS CORP	SUPPLIES UNIFORMS (DPW, FACILITIES)	1,271.03	
193457	CORE & MAIN LP	STORM SEWER MAINTENANCE (DRAIN)	1,052.52	
193458	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE - CITYWIDE (CLERK)	2,188.64	
193459	COSTAR REALTY INFORMATION INC	INTERNAL TECHNOLOGY (CM, ASSESS, ECON DEV)	1,910.12	
193460	COUGAR SALES & RENTAL INC	VEHICLE MAINTENANCE (FIRE, W&S)	1,108.64	
193461	CRAIGIE, ALYSSA	MILEAGE REIMBURSEMENT	16.08	
193462	CRANDALL-WORTHINGTON INC	OPERATING SUPPLIES (FIRE, DPW, POLICE, P&R)	3,813.13	
193463	CREATIVE NATURE ART & DESIGN LLC	LIBRARY PROGRAMMING	350.00	
193464	CSX TRANSPORTATION INC	WATER LINE MAINTENANCE	361.62	
193465	CUMMINS BRIDGEWAY LLC	VEHICLE MAINTENANCE (FIRE, W&S)	18,767.34	
193466	CUTMYTREEDOWN.COM	FORESTRY MAINTENANCE	457.50	
193467	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE	225.00	
193468	DELL MARKETING L.P.	INTERNAL TECHNOLOGY - CITYWIDE (IT)	20,191.31	
193469	DLZ AMERICAN DRILLING	BLDG. BOND REFUND (ESCROW)	1,500.00	
193470	DRL BUILDING CO. LLC	EQUIPMENT MAINTENANCE	5,500.00	
193471	DRN & ASSOCIATES, ARCHITECTS, PC	PROFESSIONAL SERVICES - DPW WALL (DPW)	2,150.00	
193472	VOID	VOID	-	V
193473	DTE ENERGY	STREET LIGHTING	21,226.42	
193474	DTE ENERGY	VALENCIA PHASE III (DPW)	1,083.34	
193475	ELLSWORTH INDUSTRIES INC.	WATER LINE MAINTENANCE	919.07	
193476	EMERGENCY MEDICAL TRAINING CENTER	CONFERENCE (FIRE)	1,700.00	
193477	EMPIRE PRINTING, LLC	YOUTH BASKETBALL (PARKS & REC)	1,194.00	

193478	ENGRAVING CONNECTION	COMMUNITY PROMOTION	15.22
193479	ETNA SUPPLY	WATER METERS (W&S)	1,245.00
193480	FARKAS, JULIE	PETTY CASH	79.44
193481	FELDMAN CHEVROLET OF NOVI	VEHICLE MAINTENANCE	17.15
193482	FLEETPRIDE INC.	VEHICLE MAINTENANCE	262.22
193483	FLINT NEW HOLLAND INC.	LAWN MOWER MAINTENANCE	213.36
193484	FLOR DRI SUPPLY CO INC	VEHICLE MAINTENANCE	677.40
193485	FOX RUN	PROGRAMMING EXPENSE	820.00
193486	G2 CONSULTING GROUP, LLC.	GEOTECH: VAR PROJECTS (CIP, STREETS)	15,312.36
193487	GALE/CENGAGE LEARNING	LIBRARY BOOKS	208.69
193488	GARBER, DEAN	YOTH BASKETBALL	440.00
193489	GATES, BRIAN	YOUTH BASKETBALL	120.00
193490	GDI SERVICES INC	CUSTODIAL SERVICES (LIBRARY)	8,680.00
193491	GRAINGER INC, W W	SEWER LINE MAINTENANCE	403.62
193492	GRAPHIK CONCEPTS INC	VEHICLE NEW INSTALL	739.50
193493	GRAY, SCOTT	YOUTH VOLLEYBALL	560.00
193494	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	86.55
193495	GREAT LAKES ACE	COMMUNITY CENTER	103.25
193496	GREAT LAKES POWER & LIGHTING INC.	THEATRE UPGRADE (PARKS & REC)	93,850.00
193497	GREAT LAKES PROFILES, INC.	PRE EMPLOYMENT TESTING	160.00
193498	GREAT LAKES WATER AUTHORITY	WATER PURCHASES 9/2024 (W&S)	1,031,877.64
193499	GREEN OAK TIRE INC.	VEHICLE MAINTENANCE (DPW)	13,754.25
193500	GROCKAU, SAM	FUEL REIMBURSEMENT 10/24/24	45.79
193501	GRONLUND-FOX, TIA	REIMBURSEMENT WELLNESS FAIR	44.20
193502	GRUENWALD, KRISTIE	PER DIEM FIRST RESPONDERS TRAUMA TRAINING	95.00
193503	GRYN, ERIC	2024 SUM PROPERTY TAX REFUND 50-22-29-176-002	4,214.39
193504	HALLORAN, KEVIN	YOUTH BASKETBALL	400.00
193505	HALT FIRE,INC.	VEHICLE MAINTENANCE (FIRE)	7,910.57
193506	HANSON RENAISSANCE COURT REPORTERS	PROFESSIONAL SERVICES	521.25
193507	HARTFORD, THE	EMPLOYEE INSURANCE	170.52
193508	HARWELL,ALISA	REIMBURSEMENT SEARCH WARRANT EXPENSES	130.65
193509	HAYWARD, BRANDON	VEHICLE MAINTENANCE	254.25
193510	HENDERSON, LEONARD	YOUTH BASKETBALL	120.00
193511	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	750.00
193512	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	1,600.00
193513	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	5,000.00
193514	HILLIARD, JEREMY R & KELLY L	BLDG. BOND REFUND (ESCROW)	18,900.00
193515	HOME DEPOT	BUILDING MAINTENANCE	99.32
193516	HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES - CITYWIDE	3,063.42
193517	IMAGAMERICA	COMMUNITY PROMO - T-SHIRTS (COMM REL, POLICE)	3,051.93
193518	IMPERIAL DADE	BUILDING MAINTENANCE (LIBRARY)	1,281.95
193519	ISCG, INC.	BUILDING MAINTENANCE (DPW)	6,398.07
193520	J & B MEDICAL SUPPLY INC	OPERATING SUPPLIES (FIRE)	1,838.91
193521	JETT PUMP & VALVE LLC	LIFT STATION MAINTENANCE (W&S)	4,115.00
193522	KAPNICK & COMPANY, INC	WALLED LAKE BOARD (ESCROW)	3,000.88
193523	KBK LANDSCAPING, INC.	GROUNDS MAINTENANCE (PARKS MAINT, FACILITIES)	43,110.00
193524	KIESLER'S POLICE SUPPLY, INC.	SUPPLIES (POLICE)	1,768.58
193525	KIMBALL MIDWEST	OPERATING SUPPLIES (DPW, POLICE)	2,534.83
193526	KITTKA, DEBRA	REFUND PARKS	200.00
193527	KNIGHT TECHNOLOGY GROUP, INC	COMPUTER SUPPLIES	700.00
193528	KNIGHT WATCH INC	COMPUTER SUPPLIES	315.00
193529	KOUDA, MAJD	TUITION REIMBURSEMENT (FIRE)	1,620.00
193530	LAKESHORE LEARNING MATERIALS	PROGRAMMING EXPENSE	960.19
193531	LANGUAGE LINE SERVICES	EMERGENCY COMMUNICATION SERVICE	160.81
193532	LANZILOTTI, JENNIFER B.	ART EXHIBITS	105.00
193533	LAPOINTE, ERNEST RICHARD	YOUTH BASKETBALL	320.00
193534	LAVEIRGE, WILFORD	YOUTH BASKETBALL	160.00
193535	LEISURE UNLIMITED LLC	SPORTS CAMPS	702.00
193536	LENNY'S HOME SERVICES	HCD (COMMUNITY DEV BLOCK GRANT)	10,324.00
193537	LEPOFSKY, BARRY J.	YOUTH BASKETBALL	160.00
193538	LIFELOC TECHNOLOGIES INC	OPERATING SUPPLIES	74.00
193539	LOOMIS	ARMORED CAR SERVICES	590.07
193540	LUNGHAMER FORD OF OWOSSO LLC	2024 F-550, F-350'S, F-150'S ESCAPES, HY (COMM DEV)	42,881.00
193541	M-2 AUTO PARTS, INC.	VEHICLE MAINTENANCE (DPW, POLICE)	3,534.60
193542	MAHONEY, DANIELLE	REIMBURSEMENT AFI VISION COUNCIL CONFERENCE	801.38
193543	MAJOR CONSTRUCTION GROUP, INC	ROUTINE MAINTENANCE (LOCAL STREETS)	74,139.40
193544	MALINOWSKI, JUDITH M.	MEDICAL SERVICE	500.00
193545	MAPLE POINTE	MAPLESOF NOVI SPRKLR 7 (ESCROW)	32,316.25
193546	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE	209.94
193547	MARTIN, JOHN	MILEAGE REIMBURSEMENT	321.60
193548	MASTER MAINTENANCE	JANITORIAL CONTRACTS (POLICE, FACILITIES)	16,020.55
193549	MC AULIFFE, MICHAEL	YOUTH BASKETBALL	240.00
193550	MCARDLE, JENNIFER	REIMBURSEMENT MILEAGE	54.54
193551	MCARDLE, JENNIFER	REIMBURSEMENT CONFERENCE	98.32
193552	MEADOWBROOK ART CENTER	COMMUNITY PROMOTION	96.77
193553	MEADOWBROOK CONGREGATIONAL CHURCH	FACILITY USAGE ELECTION DAY 11/5/24	300.00

193554	MEDSTAR INC	OPERATING SUPPLIES	450.00	
193555	MICHIGAN LIBRARY ASSOCIATION	CONFERENCE (LIBRARY)	1,960.00	
193556	MICHIGAN LINEN SERVICE, INC.	BUILDING MAINTENANCE (POLICE, FACILITIES, FIRE)	2,200.25	
193557	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMPENSATION - CITYWIDE (FINANCE)	53,940.00	
193558	MICHIGAN.COM	SUPPLIES	117.54	
193559	MID-TOWN PETROLEUM ACQUISITION LLC	GASOLINE AND OIL	195.35	
193560	MIDLAND CREDIT MANAGEMENT	CASE NO: 2459855GC	591.05	
193561	MIDWEST TAPE, LLC	LIBRARY BOOKS LENDING	276.60	
193562	MINER, LTD DBA GREAT LAKES DOCK &	OPERATING SUPPLIES (DPW)	4,800.00	
193563	MISSION COMMUNICATIONS, LLC	LIFT STATION MAINTENANCE	387.00	
193564	MOTOROLA SOLUTIONS INC	MASS NOTIFICATION SYSTEM (POLICE)	14,801.00	
193565	MULTI-LAKES CONSERVATION ASSOC	EDUCATION AND TRAINING (POLICE)	2,750.00	
193566	MUNICIPAL WEB SERVICES, INC	WEB PAGE MAINTENANCE (COMM REL, LIBRARY)	3,782.00	
193567	NATIONAL TIME & SIGNAL	BUILDING MAINTENANCE	990.00	
193568	NEW YORK TIMES, THE	ELECTRONIC RESOURCES (LIBRARY)	2,537.60	
193569	NICE, KIM	REIMBURSEMENT	296.07	
193570	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	180.80	
193571	NOVI WATER DEPARTMENT	WATER AND SEWER - CITY USE	15,509.89	
193572	NOVI, CITY OF	CITY'S SHARE OF FEES COLLECTED	30,108.46	
193573	VOID	VOID	-	V
193574	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	677.64	
193575	OAKLAND COMMUNITY COLLEGE	MEDICAL SERVICE	200.00	
193576	OAKLAND COUNTY ASSOCATION	MEMBERSHIP DUES	120.00	
193577	OAKLAND COUNTY DRAIN COMMISSIONER	OCDC PERMIT FEE	200.00	
193578	OAKLAND COUNTY TREASURERS	CITY WIDE TRAINING, 10/24 SEWAGE (W&S, HR)	673,485.00	
193579	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES (POLICE, IT, CLERK)	1,013.72	
193580	OLIVER HATCHER CONSTRUCTION	HYDRANT DEPOSIT REFUND 24-17 (ESCROW)	1,993.24	
193581	ORCHARD, HILTZ & MC CLIMENT	PROFESSIONAL SERV - VAR PROJ (STREETS, W&S)	69,151.08	
193582	ORION TOWNSHIP PUBLIC LIBRARY	ELECTRONIC RESOURCES	356.00	
193583	ORKIN	BUILDING MAINTENANCE	337.96	
193584	OSCAR W. LARSON CO.	GASOLINE AND OIL	851.00	
193585	OVERDRIVE, INC.	ELECTRONIC MEDIA (LIBRARY)	7,308.04	
193586	PARNELL, DAMON	REIMBURSEMENT LEADING EDGE CONFERENCE	400.00	
193587	PERFECT CLEANERS OF DETROIT, INC	2024-25 UNIFORM CLEANING (POLICE, FIRE)	1,119.35	
193588	PHOENIX SAFETY OUTFITTERS	TURN-OUT GEAR (27) SETS - TURN OUT GEAR (FIRE)	100,336.95	
193589	PLM LAKE AND LAND MANAGEMENT INC	INVASIVE SPECIES REMOVAL (DRAIN)	8,390.00	
193590	POWER CLEANING SYSTEMS	EQUIPMENT MAINTENANCE	300.00	
193591	PRECISE MRM LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,427.00	
193592	PREUER & ASSOCIATES, JOHN D	PROFESSIONAL SERVICES (FIRE)	2,291.79	
193593	PRICE, TAYLOR	MILEAGE REIMBURSEMENT	44.22	
193594	PRIORITY WASTE LLC	RUBBISH	285.00	
193595	PROSCREENING, LLC	PROFESSIONAL SERVICES (HR)	1,359.00	
193596	QUADIENT INC	INTERNAL TECHNOLOGY (IT, FINANCE)	8,247.52	
193597	QUALITY FIRST AID & SAFETY, INC.	OPERATING SUPPLIES	510.79	
193598	QUILL CORPORATION	OFFICE SUPPLIES	189.89	
193599	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193600	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193601	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193602	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193603	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193604	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193605	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193606	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193607	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193608	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193609	REA & SON CEMENT CO	BLDG. BOND REFUND (ESCROW)	500.00	
193610	REASON CONSULTING CORPORATION	PERSONAL PROPERTY AUDITOR (ASSESSOR)	3,333.00	
193611	REASON, DANIEL A	YOUTH BASKETBALL	240.00	
193612	RED WING SHOE STORE	SUPPLIES UNIFORMS	906.71	
193613	REHMANN ROBSON	INDEPENDENT AUDIT 6.30.24 (FINANCE)	19,900.00	
193614	RESOURCE RECOVERY AND RECYCLING	RECYCLING CENTER (DPW)	9,523.00	
193615	RITENOUR, CURTIS R.	OPERATING SUPPLIES	875.00	
193616	RKA PETROLEUM COS., INC	GASOLINE AND OIL	20,670.77	
193617	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SERVICES (MAJOR STREETS)	6,073.83	
193618	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (ESCROW)	4,148.00	
193619	RUGGIRELLO, CHARLES	YOUTH BASKETBALL	200.00	
193620	SALVIA, MARISSA N	HISTORICAL COMMISSION	1,500.00	
193621	SAM'S CLUB DIRECT	LIBRARY PROGRAMMING	573.27	
193622	SATKO, JOHN PETER	YOUTH BASKETBALL	120.00	
193623	VOID	VOID	-	V
193624	SCHOOLCRAFT COLLEGE	MEDICAL SERVICE	125.00	
193625	SCODELLER CONSTRUCTION, INC.	ROUTINE MAINTENANCE (LOCAL STREETS)	53,638.40	
193626	SCOTT, JOHN	YOUTH BASKETBALL	80.00	
193627	SEEDLINGS BRAILLE BOOKS FOR	LIBRARY BOOKS	40.00	
193628	SENTINEL TECHNOLOGIES, INC	COMPUTER SUPPLIES (LIBRARY)	4,174.67	
193629	SHIFMAN FOURNIER, PLC	LEGAL FEES	752.50	

193630	SITEONE LANDSCAPE SUPPLY, LLC	OPERATING SUPPLIES (W&S, PARKS MAINT)	3,000.81
193631	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES (P&R, FIRE, LIBRARY, DPW)	1,730.43
193632-193634	SPALDING DE DECKER	PROFESSIONAL SERVICES (ESCROW)	35,676.38
193635	SQUEAKY SHINE CAR WASH	VEHICLE MAINTENANCE	435.00
193636	STATE OF MICHIGAN	LIVESCAN	861.00
193637	STUDSTILL, MEREDITH	REFUND PARKS	150.00
193638	SUPER FLEET MASTERCARD	GASOLINE AND OIL	58.41
193639	SUTTLE ENTERPRISES LLC	PROFESSIONAL SERVICES (LIBRARY)	2,600.00
193640	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES)	5,994.81
193641	T & M ASPHALT PAVING INC	CONST: PICKLEBALL COURTS & PARK (CIP, MEADOW)	211,208.88
193642	T-MOBILE USA, INC	TELEPHONE (LIBRARY)	1,035.75
193643	TAYLOR, ZOYE	WITNESS	12.70
193644	TEL SYSTEMS	COMPUTER SUPPLIES	975.00
193645	TENNIS COURTS UNLIMITED INC	TENNIS COURT REPAIRS (P&R)	22,000.00
193646	THOMSON REUTERS - WEST	OUTSIDE DATA PROCESSING (POLICE)	1,086.02
193647	TRADESMEN FASTNER & TOOL INC	LAWN MOWER MAINTENANCE	26.50
193648	TRAVELERS PROPERTY CASUALTY	PROPERTY & LIABILITY INSURANCE	112.00
193649	TRI-COUNTY INTERNATIONAL	VEHICLE MAINTENANCE (DPW)	2,629.35
193650	TRUCK & TRAILER SPECIALTIES, INC.	2024 F-350 QUOTED UPFITS FOR NOVI TRUCKS (DPW)	44,706.07
193651	TRUE BLUE INVESTGATIONS LLC	RECRUITMENT PAID ON CALL	850.00
193652	TURNOUT MANAGEMENT	UNIFORMS NEW RECRUITS	520.00
193653	TYLER TECHNOLOGIES, INC.	OUTSIDE DATA PROCESSING (FIRE)	6,998.40
193654	USA SOFTBALL OF DETROIT, MDASA	ADULT SOFTBALL (P&R)	3,240.00
193655	VARIPRO	EMPLOYEE FLEX SPENDING REIMB	4,452.39
193656	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE	103.99
193657	VERIZON WIRELESS	TELEPHONE	562.99
193658	VESCO OIL CORPORATION	GASOLINE AND OIL	2,438.25
193659	VILLAGE OAKS COMMON AREAS ASSOC	ENTRYWAY SIGNAGE GRANT PRGM (CM)	5,000.00
193660	VOSS LIGHTING	BUILDING MAINTENANCE	996.40
193661	W.W. WILLIAMS MIDWEST, INC.	VEHICLE MAINTENANCE	479.00
193662	WALDEN, MICHELLE	2024 Sum Tax Refund 50-22-22-301-059	68.74
193663	WEBBERLY, AUSTIN	REIMBURSEMENT CONFERENCES	83.57
193664	WEBLEY, DEANNA	REFUND PARKS	10.00
193665	WEINGARTZ SUPPLY CO INC	LAWN MOWER MAINTENANCE	697.78
193666	WILDMAN, JACKIE	TUITION REIMBURSEMENT	990.00
193667	WORLDVIEW TECHNOLOGIES GROUP	INTERNAL TECHNOLOGY (POLICE)	3,850.00
193668	YANG, HENRY	REFUND PARKS	10.00
193669	ZINSER, ERICK	PER DIEM WINTER MACP CONFERENCE	243.00
193670	SCA OF MI, LLC	GROUNDS MAINTENANCE	78.10
193671	SCHINDLER ELEVATOR CORPORATION	BUILDING MAINTENANCE (LIBRARY)	1,142.41
EFT	FIFTH THIRD BANK P-CARD	OCTOBER PURCHASES	119,980.39
	AMAZON MKTPL 914LG2BG3	CD: Office Supplies	207.85
	MI PERMIT LIC PLAN REV	CD: License	50.00
	NCEES.ORG	DPW: Registration Fee	225.00
	G2GCHARGE COM SERVICE	W&S: Mandatory water testing	4.00
	OAKLAND COUNTY MI	W&S: Mandatory EPA testing	96.00
	MICHIGAN E MI	CD: Training Registration	135.00
	APA	CD: membership	818.00
	IN CHELSEA SOCCER CLU	PRCS: Program Expense	115.00
	GRAND HOTEL	OAS: Trip Expense	4,053.92
	MICHIGAN STATE PREMIER	PRCS: League Expense	50.00
	AMAZON RETA 2Q5DR7R53	CLK: election supplies	90.00
	AMAZON MARK MY38Z33B3	CLK: election supplies	11.98
	EIG CONSTANTCONTACT.CO	CLK: election	280.00
	AMAZON MKTPL XU9DT3JW3	CLK: election	6.99
	AMZN MKTP US W91AN39V3	CLK: election	122.83
	AMAZON MKTPL LI6FW2JV3	CLK: election	54.50
	AMAZON MARK P48I22B33	CLK: supplies	52.48
	AMAZON MARK P87WR2H43	CLK: election	29.28
	AMZN MKTP US YV59K04L3	CLK: election	17.81
	EIG CONSTANTCONTACT.CO	CR: enewsletters	405.00
	RESIDENCE INN	CR: EDGE conference	1,085.49
	AMAZON.COM ON7G12O03	CR: supplies	35.96
	APPLE.COM/BILL	CR: icloud storage	2.99
	AMAZON.COM F33Y038C3	CR: supplies	68.08
	UBER TRIP	CR: EDGE conference	39.91
	AMAZON MARK 3P2VP2KZ3	DPW: Operating supplies	186.06
	AMAZON MKTPL A21RQ98H3	DPW: Boardwalk supplies	184.03
	ALRO STEEL CORP	FLT: Maintenance supplies	47.85
	AMAZON RETA OO4I37N03	DPW: Boardwalk Supplies	910.89
	AMZN MKTP US 685LB4TN3	DPW: Boardwalk supplies	78.50
	BIG TOMMYS PARTHENON	HR: Health & Wellness	1,315.44
	AMAZON RETA 0T0IC4Z23	HR: Health & Wellness	50.00
	AMAZON RETA DG8HK5RH3	HR: Health & Wellness	50.00

SAMSCLUB.COM	HR: Health & Wellness	73.33
AMAZON MKTPL JS33O0YT3	HR: Health & Wellness	30.97
AMAZON MKTPL NV9XB9363	HR: Health & Wellness	96.86
SAMSCLUB.COM	HR: Health & Wellness	64.91
SOCIETYFORHUMANRESOURC	HR: SHRM Membership	264.00
WESTIN	PD: Conference	2,020.45
DELTA	PD: Conference	35.00
DELTA	PD: Conference	35.00
WESTIN	PD: Conference	404.09
LEE S CHICKEN	PD: Conference	200.38
FBINAAMI	PD: Training	35.00
AMAZON MKTPL PO5JT4V03	PD: SUPPLIES	89.97
SAVAGE TRAINING GROUP	PD: TRAINING	918.00
AMAZON MKTPL 1Z8JB2873	PD: RADIO EQUIPMENT	671.94
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	84.15
GREAT WOLF	PD: CONFR. LODGING	94.35
GREAT WOLF	PD: CONFR. LODGING	(10.20)
GREAT WOLF	PD: CONFR. LODGING	(10.20)
GREAT WOLF	PD: CONFR. LODGING	(10.20)
AMAZON MKTPL WJ3ND6UX3	PD: SUPPLIES	106.87
AMAZON MKTPL 9D17809D3	PD: SUPPLIES	7.79
HOLIDAY INNS	FD: Conference	568.33
HOLIDAY INNS	FD: Conference	(34.10)
IACP	PD: CONFERENCE	(250.00)
INST CONT LEGAL EDU	ASSES: sales tax refund	(10.74)
REALCOMP II LTD	ASSES: Realcomp	40.00
STATE TAX COMMISSION	ASSES: cert renewal McDermott	175.00
STATE TAX COMMISSION	ASSES: cert renewal Ziozios	175.00
WAVE - LITTLE CONDUCT	CR: deposit: Light the Lights	50.00
OGLEBAY LODGING	CR: trng event management	316.75
DELTA	CR: flight: trng event management	386.95
OGLEBAY LODGING	CR: trng event management	1,967.94
IN LORIO ROSS ENTERTA	CR: Appreciation Evening	832.00
GFS STORE #1985	CR: novi university graduation	22.37
QDOBA 2823 ONLINE	CR: novi university graduation	326.94
FAIRYTALEEN	CR: Light the Lights characters	190.00
IFLY DETROIT	CR: novi university graduation	59.97
WALMART.COM 8009256278	CR: Appreciation Evening	189.90
GREENVELOPE.COM	CR: subscription e-invitations	495.00
SAMSCLUB #6657	CR: novi university graduation	20.98
U S PARK	PRCS: NRPA conference travel	48.00
SQ DEREJE SISAY	PRCS: NRPA conference	52.80
HILTON	PRCS: NRPA conference hotel	1,028.52
SQ GETIYE	PRCS: NRPA conference travel	52.80
SIGNS BY TOMORROW LIVO	PRCS: Lakeshore signage	592.17
ICMA ONLINE	DPW: ICMA yearly dues	200.00
FCN INC.	HIDTA	3,967.08
MICHIGAN ASSOC OF CHIE	HIDTA	(100.00)
MICHIGAN ASSOC OF CHIE	HIDTA	895.00
OTC BRANDS 800-875-8	PRCS: Program Expense	509.10
WWW.IAFC.ORG	FD: IAFC Dues-Martin	345.00
PAYPAL MI MI	FD: Fire Instructor Conference	375.00
AFP MICHIGAN ASSOCIATI	FD: AFP Dues-Martin	255.00
IN THIRD COAST TECH L	Council Chamb Crestron Repairs	458.87
MEIJER # 122	LIB: Program	120.09
CANTORO ITALIAN MARKET	LIB: Adult Program	689.84
ABWA MANAGEMENT LLC	LIB: Memberships & dues	115.00
BUSCH'S #1205	LIB: Staff Recognition	248.86
STAMPS.COM	LIB: Postage	19.99
LSOFT TECHNOLOGIES INC	LIB: Computer Supplies	15.19
SPEEDWAY 08769 GRAYLIN	LIB: Conferences	39.97
MEIJER # 122	LIB: Programming	45.35
TC PARKING METER	LIB: Conferences	3.10
THE OMELETTE SHOPPE C	LIB: Conferences	67.12
GRAND TRAV RESORT	LIB: Conferences	533.70
GRAND TRAV RESORT	LIB: Conferences	(250.90)
GRAND TRAV RESORT	LIB: Conferences	282.80
GRAND TRAV RESORT	LIB: Conferences	628.20
GRAND TRAV RESORT	LIB: Conferences	796.20

EXXON ADAMS OIL INC	LIB: Conferences	38.02
SQ TWISTED CORK WINER	LIB: Adult Program	250.00
SP AUNT FLOW	LIB: Operating Supplies	560.00
TECHSOUP	LIB: Technology	(461.58)
TECHSOUP	LIB: Computer Software License	16.86
USPS STAMPS ENDICIA	LIB: Postage	100.00
TECHSOUP	LIB: Computer software/licensing	57.00
UWCC REGISTRATIONS	LIB: Conferences	(247.50)
B&H PHOTO 800-606-6969	LIB: Computer Supplies	31.32
PY BLAKES LYON TOWNSH	LIB: Adult Programming	105.00
WM SUPERCENTER #5893	LIB: Program	61.79
TARGET 00014654	LIB: Program	17.06
BRENTWOOD GRILLE	LIB: Staff recognition	777.74
HOBBY-LOBBY #645	LIB: Programming	20.95
PY BLAKES LYON TOWNSH	LIB: Adult Programming	42.00
PY BLAKES LYON TOWNSH	LIB: Community Promotion	263.00
LANDS END BUS OUTFITTE	LIB: Supplies-Uniforms	252.45
TECHSOUP	LIB: Technology	8,154.58
THE UPS STORE 582	LIB: Community Promotion	28.00
GROUPMAP TECHNOLOGY	IS: Software Subscription	8.00
PANERA BREAD #608009 O	CC: Food for Council Committee	104.59
PARTY CITY 4124	HR: EWE Halloween Event	35.96
TARGET 00008961	HR: EWE Halloween Event	25.96
SQ CHOWHOUND CATERING	ED: EDC Event Catering	250.00
PODS	OAS: operating expenses	174.00
HILTON	OAS: NRPA conference	685.68
DOS BOCAS	OAS: NRPA conference	30.00
HILTON	OAS: NRPA conference	342.84
AMAZON WEB SERVICES	IS: Hosting Fee	0.15
FBINAAMI	PD: Training	35.00
STATE TAX COMMISSION	ASSES: Cert renewal-Corbett	175.00
AMAZON MKTPL FN9RG09F3	ASSES: Digital Angle Protractor	10.99
STATE TAX COMMISSION	ASSES: Cert renewal-Webster	175.00
MICHIGAN ASSESSORS ASS	ASSES: Continuing education	52.00
TREETOPS RESORT	ASSES: MAA Conference lodging	268.40
WCAAO.ORG	ASSES: Continuing education	60.00
AMAZON MARK TJ05376C3	OAS: Social Supplies	116.34
AMAZON MKTPL T98D32G53	PRCS: Veterans Day Supplies	69.27
AMAZON MKTPL 9E50I0H23	PRCS: Veterans Day Supplies	31.76
NORTHVILLE CIDER MILL	PRCS: OAS Event Supplies	25.00
MEIJER # 122	PRCS: OAS Event Supplies	86.29
AMAZON MARK ND1NF00S3	PRCS: OAS Event Supplies	59.66
GRAND HOTEL	PRCS: OAS Mackinac Trip	1,765.05
MEIJER # 046	PRCS: OAS Social Supplies	50.00
WAL-MART #5893	PRCS: OAS food for event	64.00
AMAZON MKTPL 069I96YB3	PRCS: Fitness Supplies	18.98
WAL-MART #5893	PRCS: OAS food for event	65.87
AMAZON MKTPL 7V16W53E3	PRCS: OAS Social Supplies	241.10
AMAZON MKTPL A169X3M43	FM: Pest control	64.41
AMAZON.COM W53FC9QF3	IS: Technology	73.14
AMAZON MARK JN52Y26J3	W&S: Technology	16.12
AMAZON MARK MG9L78YU3	FM: Technology	9.99
AMAZON MKTPL 3Q84F1WI3	FM: Pest Control	36.49
DD/BR #336551	DPW: WM Training	89.94
MARATHON PETRO243808	DPW: Conf Fuel for Travel	33.00
SHANTY CREEK RESORTS -	DPW: Winter Ops-Wiktorowski	227.00
COMFORT INNS	DPW: MRSI Lodging Paulk	462.00
EVERGREEN RESORT	DPW: MRSI Lodging Talbot	371.28
COMFORT INNS	DPW: MRSI Lodging Tate	462.00
COMFORT INNS	DPW: MRSI Lodging Fox	462.00
COMFORT INNS	DPW: MRSI Lodging Matties	462.00
INTERNATIONAL MUNICIPA	DPW: IMSA Conference Talbot	890.00
SHANTY CREEK RESORTS -	DPW: Winter Ops-Wiktorowski	227.00
STATE TAX COMMISSION	DPW: MCAT Memberships	50.00
USPS.COM CLICKNSHIP	CLK: Postage	16.36
FUELCLOUD	DPW: G&S	150.00
AMAZON.COM LN5I504C3	DPW: OS	35.73
AMAZON.COM 8Y5DP5JQ3	DPW: OS	31.06
AMAZON.COM SZ9H99L33	W&S: OS	37.23
AMAZON MARK 3W8G82UD3	PD: VM	199.99
SP CAMLOCKDIRECT FRQ	DPW: VM	41.18

AMAZON.COM JR3L02X03	DPW: OS	33.74
DITCH WITCH SALES OF M	PM: VM	196.49
AMAZON.COM H96ZY4FJ3	DPW: Tools	790.30
AMAZON MKTPL JJ3QW8PO3	DPW: Tools	45.99
AMAZON RETA LS5WW4U83	PD: VM	310.98
DEFENSE MECHANISMS	PD: Operating Supplies	477.50
EDGE EYEWEAR	PD: Operating supplies	224.33
FIRST TACTICAL	PD: Operating Expense	1,019.35
SP VIKTOS	PD: Operating Expense	279.95
AMAZON MARK ZN8JG1M61	PD: Operating Supplies	11.19
AMAZON RETA MM4V54KI3	PD: Operating Supplies	89.98
HELLO FLOWERS	FD: Operating Expense	113.31
AMAZON MKTPL KC9ZL33U3	PD: Operating Expense	80.12
AMAZON MARK OU3FK3TE3	PD: Operating Expense	80.27
MICHIGAN ASSOC OF CHIE	PD: Dues	100.00
BRIMAR INDUSTRIES	PD: Operating Expense	1,091.77
AMAZON MKTPL I57SG9DH3	FD: Operating Expense	164.75
AMAZON MARK G97TD8KE3	PD: Supplies	14.66
AMAZON MKTPL KB5WR9HS3	PD: Operating Supplies	49.99
AMAZON RETA X95N32VW3	PD: Supplies	99.00
AMAZON MKTPL 570N22CM3	PD: Office Supplies	16.98
AMAZON MARK 9N58S6XP3	PD: Office Supplies	9.79
AMAZON.COM 6Z0860GQ3	PD: Office supplies	94.60
DTV DIRECTV SERVICE	PD: Cable	40.00
AMAZON RETA 5W1W375F3	PD: Operating Supplies	11.12
AMAZON MARK KI3VU9XP3	PD: Operating Supplies	11.50
AMAZON MARK ZW8OC1RO1	PD: Operating supplies	10.99
AMAZON MKTPL 7A5PT9VY3	PD: Operating Supplies	91.98
AMAZON.COM F32UG5SD3	PD: Operating Supplies	79.46
PROPELLER SURETY BONDS	PD: Dues	100.00
AMZN MKTP US 8J6VP3OK3	PD: Operating Expense	43.98
AMZN MKTP US HH7V72343	PD: Operating Supplies	36.49
AMAZON MKTPL EK9QR6E73	PD: Operating Supplies	59.99
AMAZON.COM KG60U7KC3	FD: Operating Supplies	54.88
WPY ACE LOCKSMITH LLC	PD: Operating Expense	350.00
AMAZON MKTPL LV7BU7NL3	PD: Operating Supplies	28.39
AMAZON MARK OT6MP9VT3	FD: Operating Supplies	119.94
AMAZON MKTPL JT4VW94D3	PD: Operating Expense	9.49
AMAZON MKTPL 4J3FA1TI3	PD: Operating Supplies	84.45
AMAZON MKTPL 4V4I10D63	PD: Supplies	77.13
AMZN MKTP US 1P6Z31UM3	PD: Operating Supplies	79.98
FIRINGLINE ONLINE	PD; Operating Expense	1,590.00
SEC OF STATE ESERVICES	PD: Dues	10.17
AMAZON MARK FG5HM7233	FD; Vehicle Maintenance	14.99
AMAZON MKTPL HN3MO8403	FD: Vehicle Maintenance	71.55
PUBLIC AGENCY TRAINING	PD; Training	650.00
PAYPAL RICHARD J	PD: Training	300.00
AMAZON MARK FB87J4H63	PD: Operating expense	139.55
PUBLIC AGENCY TRAINING	PD: Training	3,250.00
NOTARY SERVICE AND BON	PD: Operating Supplies	141.39
SEC OF STATE ESERVICES	PD: Dues	10.17
NOTARY SERVICE AND BON	PD: Dues	52.95
AMAZON MKTPL O42OD8EJ3	PD: Operating Supplies	39.96
NOTARY SERVICE AND BON	PD: Dues	52.95
SEC OF STATE ESERVICES	PD: Dues	10.17
NOTARY SERVICE AND BON	PD; Dues	52.95
NOTARY SERVICE AND BON	PD: Dues	52.95
SMARTDRAW SOFTWARE LLC	FD: Operating Expense	990.00
AMAZON MKTPL XW24F3KB3	PD: Supplies	50.22
ALL AMERICAN PET RESOR	PD: Operating Expense	109.80
SHELL OIL 57443316807	FD: Gas	47.00
SHELL OIL 521818500QPS	PD: Gas	58.01
SHELL OIL 521818500QPS	PD: Gas	35.60
MEIJER EXPRESS 282	PD: Gas	59.00
WPY TWO DOGS LLC	PD: Operating Supplies	62.00
MARATHON PETRO130260	PD; Gas	33.16
AUTOZONE #4355	PD: Operating Expense	(31.49)
AMAZON.COM V67Q30U03	FM: Operating Supplies	24.99
AMZN MKTP US NR4UV0ME3	FM: Operating Supplies	41.80
AMZN MKTP US J94K70WS3	FM: Operating Supplies	120.90
AMAZON MARK D30T21VG3	FIN: Office Supplies	152.38

AMAZON MARK 9Q5S27YQ3	FM: Operating Supplies	9.99
AMAZON.COM CR5304YX3	FM: Operating Supplies	50.76
ROBERT BROOKE & ASSOCI	FM: Operating Supplies	23.05
AMAZON MARK BX4WU8QA3	FIN: Office Supplies	145.12
AMAZON RETA ND6I39BG3	FIN: Office Supplies	70.24
ROBERT BROOKE & ASSOCI	FM: Operating Supplies	27.05
GRAMMARLY CO XSV8BOY	IS: Software	139.95
AMAZON MARK SA50L7N83	IS: Supplies	17.98
MOUNTAIN GRD LODGE	IS: Conference	612.87
AMZN MKTP US YA0LV2ON3	IS: Hardware	30.99
AMAZON.COM HE1L69973	IS: Hardware	199.00
AMAZON MKTPL TP9YA7SW3	IS: Supplies	34.99
AMAZON MKTPL SO6J035C3	IS: Hardware	52.78
AMAZON MKTPL 0C0UT1UX3	IS: Supplies	38.94
AMAZON RETA DP8BD4OS3	IS: Supplies	49.95
AMAZON MKTPL 9F9WN9XW3	IS: Supplies	8.59
UBER TRIP	W&S: conferences,workshops	82.85
UBER TRIP	W&S: conferences,workshops	3.00
UBER TRIP	W&S: conferences,workshops	24.50
UBER TRIP	W&S: conferences,workshops	11.73
EGLE DW TRAIN AND CERT	W&S: license-Trainer	95.00
SP CAREX.COM	OAS: DME Loan Closet Supplies	29.98
METRO AIRPORT PARKING	PD: Conference	180.00
WESTIN	PD: Conference	2,020.45
UBER TRIP	PD: Conference	26.77
MICHAELS STORES 3744	CR: Appreciation Evening	89.91
SHERATON	ED: DRP Mission	184.66
NH COLLECTION EINDHOVE	ED: DRP Mission	641.30
MARRIOTT	ED: DRP Mission	914.41
AMAZON MKTPL GZ4GX1GL3	CR: Operating Supplies	313.77
BUSCH'S #1205	CC: SOCMA event	65.94
PANERA BREAD #608009 O	CR: Employee Recognition	73.96
DELTA	ED: DRP Mission Trip	1,109.91
ALLIANZ TRAVEL INS	ED: DRP Mission Trip	88.79
PANERA BREAD #608009 O	CR: Employee Recognition	118.93
PANERA BREAD #608009 O	CR: Employee Recognition	73.96
PANERA BREAD #608009 O	CR: Employee Recognition	117.72
PANERA BREAD #608009 O	CR: Employee Recognition	108.93
JAPAN AMERICA SOCIETY	CC: Japan America Society	2,900.00
CS DICKS GC	PRCS: Program Expenses	750.00
AMAZON RETA WA9777KE3	PRCS: Program supplies	97.76
PICKLEBALL IS LIFE	PRCS: Operating Supplies	548.00
CLEVELAND EQUIPMENT LL	PM: mini skid auger.	549.00
DITCH WITCH SALES OF M	PM: mini skid steer repair	209.56
AMAZON MKTPL 813OF9PV3	PM: Zevo bug trap	50.95
AMZN MKTP US GA0M977S3	PM: timecard ink ribbon	11.75
AMAZON MARK G62BO1CY3	PM: white board/bulletin board	95.99
MSU PAYMENT ONLINE	PM: MSU Turf School-Pilarski	700.00
COURTYARD BY MARRIOTT	HR: MERS Conf-Gronlund-Fox	463.82
COURTYARD BY MARRIOTT	CD: MERS Conf-Gibbons	433.82
MOGUL INC.	HR: Police Recruitment	479.50
AGASERVICECO MAR TT	HR: Travel Insurance	68.02
SHANTY CREEK RESORTS -	HR: Annual Labor Conference	358.39
MMTA	TREAS: MMTA Dues-Glenn	99.00
WHITLOCK BUSINESS SYST	W&S: Print Utility bills	788.73
WHITLOCK BUSINESS SYST	W&S: Postage for utility bills	2,197.05
WHITLOCK BUSINESS SYST	W&S: utility delinquent letters	255.86
WHITLOCK BUSINESS SYST	W&S: Postage for utility bills	741.88
AT&T 8310014437495	FACILITES - Utilities - Telephone	5,672.63
FEDEX472203767	PD: FedEx	26.88
AMAZON RETA UO6GM8LV3	FIN: office supplies	5.02
D J WSJ	MGR: Wall Street Journal	38.99
SPECTRUM	FACILITIES - Utilities - Cable	9,137.97
VZWRLSS APOCC VISB	FACILITES - Utilities - Telephone	11,353.22
FEDEX471021537	CD: FedEx	35.10
CENTURYLINK LUMEN	FACILITIES - Utilities - Cable	272.94
FEDEX470685896	PD: FedEx	23.31
123.NET, INC.	FACILITES - Utilities - Telephone	4,013.53
AMZN MKTP US AJ58C57Z3	ASSES: office supplies	16.13
AMZN MKTP US N95SY6CU3	ASSES: Office Supplies	49.00
AMAZON.COM DI3B43KP3	FIN: supplies	19.94

AMAZON.COM DI3B43KP3	ASSES: supplies	35.67
AMAZON MARK Y99027AD3	ASSES: Office supplies	11.90
FEDEX470261637	PD: FedEx	24.76
FEDEX470081742	FIRE: FedEx	18.55
AMAZON MKTPL EF4623E23	PRCS: Event Exp-Day of Dead	19.99
AMAZON MKTPL 3Y1RP78E3	PRCS: Event Exp-Day of Dead	29.97
AMAZON MKTPL Y65SX65X3	PRCS: Event Exp-Day of Dead	13.19
HILTON	PRCS: NRPA Conf-Ringle	1,028.52
EXCHANGE BAR AND GRILL	MGR: Luncheon Meeting	95.39
OAKLAND PRESS	MGR: Newspaper Subscription	1.00
HUNTINGTON PL WASHINGT	MGR: Parking Fee	20.00
FIRST WATCH - 0495	MGR: Luncheon Meeting	81.42
		$ 3,748,824.73

GENERAL FUND	101	845,936.45
MAJOR STREET FUND	202	123,332.58
LOCAL STREET FUND	203	274,545.47
MUNICIPAL STREET FUND	204	616.00
PARKS, REC & CULTURAL SVCS FUND	208	149,080.54
DRAIN FUND	211	10,175.52
TREE FUND	213	16,641.57
FORFEITURE FUND	262	849.30
LIBRARY FUND	271	73,282.70
LIBRARY CONTRIBUTION FUND	272	2,831.74
COMMUNITY DVLPMNT BLOCK GRANT FUND	274	10,324.00
STREET LIGHTING 204109 - WEST OAKS ST	281	428.78
STREET LIGHTING 204 81 - WEST LAKE DRIVE	286	263.11
STREET LIGHTING 204108 - TOWN CENTER ST	287	1,747.49
2008 LIBRARY CONSTRUCTION DEBT FUND	371	117.00
CAPITAL IMPROVMENT PRGRM (CIP) FUND	401	195,479.01
SPECIAL ASSESSMENT REVOLVING FUND	418	123.00
PEG CABLE - CAPITAL FUND	463	458.87
ICE ARENA FUND	570	663.00
SENIOR HOUSING FUND	574	19,504.43
WATER AND SEWER FUND	592	1,812,811.65
AGENCY FUND	701	153,072.06
CURRENT TAX COLLECTION FUND	703	5,639.27
MI HIDTA	725	50,901.19
		$ 3,748,824.73