CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting
May 06, 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. FY 2024-25 Budget and 2024 Millage Rates

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 Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

2. Consideration of the Recommendation from Council Rules Committee to adopt three resolutions establishing the "City Council Cultural Arts Advisory Committee," the "Environmental Sustainability Committee," and the "Long-Range Strategic Planning Committee".

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.

4. 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 City West. **FIRST READING**

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**

6. Approval of Resolution for 2024 Millage Rates

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.

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.

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. Older Adult Needs Committee

2. Ordinance Review Committee

3. PRCS Grant Citizen Advisory Committee

4. Consultant Review Committee

MAYOR AND COUNCIL ISSUES

COMMUNICATIONS

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

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

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
NOTICE OF PUBLIC HEARING
ON RECOMMENDED 2024-2025 BUDGET

NOTICE IS HEREBY GIVEN that the Novi City Council will hold a **PUBLIC HEARING ON THE RECOMMENDED CITY 2024-2025 BUDGET** at the Regular Meeting of Council to be held on **MONDAY, MAY 6, 2024**. Said hearing will be held at 7:00 p.m. or as soon thereafter, at the Novi Civic Center Council Chamber, 45175 Ten Mile Road, Novi, Michigan.

Interested citizens may appear and present written and/or verbal comments on the recommended budget.

The property tax millage rate recommended to be levied to support the recommended budget will also be a subject of this hearing.

A copy of the recommended 2024-2025 budget is currently available at the Finance Department in the Novi Civic Center for public inspection, 45175 Ten Mile Road, Novi, Michigan and on the website **www.cityofnovi.org**.

Cortney Hanson, MMC, MiPMC III
City Clerk

Publish: April 25, 2024

LO-0008792417 3x3

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Consideration of Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

The Council Rules Committee met on several occasions to review the Council Organization Rules and Order of Business. The Committee reviewed each section to determine if changes should be made. There were minor updates and modifications to several sections throughout the document, with the most significant changes occurring in Section 13 - Committees.

Under a separate City Council agenda item the Council will consider the formal establishment of three new Council Committees. In addition to that recommendation, the Rules Committee has also recommended updating, reconstituting, and/or re-tasking several existing advisory and/or ad hoc committees, as detailed in the attached memo and chart. There are 7 committees that are recommended to be dissolved and 6 new recommended committees. Again, all suggestions were brought forward with Council Goals in mind.

RECOMMENDED ACTION: Approval of Recommendation from Council Rules Committee to amend Council Organization and Order of Business.

COUNCIL ORGANIZATION RULES AND ORDER OF BUSINESS

ADOPTED: December 15, 1997
AMENDED: ~~September 11, 2023~~May 6, 2024

CITY OF NOVI
COUNCIL ORGANIZATION RULES
AND ORDER OF BUSINESS

PROLOGUE

The City Council of the City of Novi consists of seven members, including the Mayor, elected at large in a non-partisan election. These Rules shall serve as guidelines for the organization and the conduct of the Council so that the City is governed and conducts its business in an orderly fashion. This document shall be reviewed every two years, following the Regular City Election. The Rules are subject to compliance with the City of Novi Charter, ordinances, and State Statutes.

1. ORGANIZATION

A regular meeting of the Council shall be held on the Monday following each Regular City Election (Charter, Sec. 6.1), or following secular day, if there is a holiday. The Mayor shall, at the first regular meeting of the Council after the election of the Mayor, appoint another member of the Council to serve as Mayor Pro Tem, who, during the absence or inability of the Mayor to perform his duties shall act in the name and stead of the Mayor and shall, during the time of such absence or inability, exercise all the duties and possess all the powers of the Mayor. (Charter, Sec. 4.5a) In the absence of both the Mayor and the Mayor Pro Tem, the most senior member of Council shall preside. The seniority shall be determined by the length of the concurrent terms as listed below. In those instances where concurrent terms are of equal length, seniority shall be determined by the number of votes received in the most recent election of the members with such equal terms:

Mayor ~~Gatt~~ Fischer – ~~Re-~~Elected November, 202~~1~~3 (elected 201~~9~~1)
Mayor Pro Tem ~~Staudt~~ Casey – Re-Elected November 2023~~19~~ (elected 201~~1~~~~07~~)
Council member ~~Casey~~ Staudt – Re-Elected November 2023~~19~~ (elected ~~2011~~2007)
~~Council member Crawford – Elected November 2019~~
~~Council member Fischer – Re-Elected November 2021 (elected 2019)~~
Council member Smith – Elected November 2021
Council member Thomas – Elected November 2021
Council member Heintz – Elected November 2023
Council member Gurumurthy – Appointed December 2023

2. REGULAR MEETINGS

The Council shall hold two Regular Meetings per month in accordance with the Schedule of Regular Meetings to be established by the City Council by the end of November of

the preceding year. These public business meetings shall be held at 7:00 P.M. in the Council Chambers of the Novi Civic Center and shall begin promptly at the appointed time.

In addition to the regular meetings above, the Council shall hold a regular meeting the Monday following the Regular City Election or following secular day, if there is a holiday. This meeting is intended to include an organizational meeting of the Council. The Council shall request staff to organize and present orientations as described in Section 19 herein, voluntary for new Council members and open to returning Council members as they deem necessary.

The Council will have as a goal to conclude all meetings no later than 10:00 P.M.
If the Council meets at a place other than its regular meeting place, then public notice to such effect shall be published in a newspaper circulated in the City. (Charter, Sec. 6.1)

Minutes of regular meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

3. SPECIAL MEETINGS

Special Meetings of the Council may be called by the Clerk upon the written request of the Mayor or by any two members of the Council. There shall be at least twenty-four (24) hours' written notice to the public and each member of the Council designating the time, place, and purpose of a special meeting and served personally on, or left at, the usual place of residence of each of the Council members. Any special meeting of the Council at which all members of the Council are present or have in writing waived the requirements that the required notice be given, and at which a quorum of the Council is present, shall be a legal meeting. (Charter, Sec. 6.2) It is the preference of Council that special meetings are held on Mondays. ~~Every effort will be made to schedule special meetings on Thursdays when a Monday is unavailable.~~

Minutes of special meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

4. JOINT MEETINGS

The City Council may hold Joint Meetings with School Boards, Boards, Commissions, Committees, and municipal governments who share a community of interest with the City of Novi. Such meetings shall be scheduled for a specific purpose or goal, agreed to by the Council and other entity or entities before the meeting.

Minutes of joint meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

5. **EXECUTIVE SESSIONS**

A two-thirds (2/3) roll call vote of members elected or appointed and serving shall be required to call a closed session, except for those circumstances where the Open Meetings Act, 1976 PA 267 permits the calling of an executive session by a lesser vote. Those circumstances not requiring a two-thirds (2/3) vote are sessions:

> To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, when the named person requests a closed hearing.
>
> For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

The purpose of the meeting will be stated in the motion to call the closed session and shall be in accordance with the Open Meetings Act.

A separate set of minutes shall be taken by the Clerk or the designated secretary at the executive session. These minutes will be retained by the Clerk for the period of time required by the Open Meetings Act and shall not be available to the public and shall be disclosed only if required by a civil action. Minutes of executive session meetings may be distributed to Council for review at an executive session and may be approved, in Council's discretion, and returned to the Clerk.

City Council Members shall not divulge to any unauthorized person confidential information discussed in an executive session in advance of the time prescribed for its authorized release to the public by the City Council. Council members shall honor the confidentiality of the debate and discussion occurring in executive session, and be aware of the potential liability and/or other harm to the City by premature disclosure

6. **AGENDA - REGULAR MEETINGS**

The City Manager and the City Clerk, with consultation and concurrence of the Mayor, shall prepare an agenda of business to be considered at each regular Council Meeting. Items of business must generally be submitted by 12 noon of the Monday preceding the next regular meeting, subject to the discretion of the City Manager. The Mayor and Administration will strive to have agendas resulting in consistent length of meetings.

City Council Members shall have the use, for City business and for City Council meetings, of a City-issued electronic device. Agenda materials will primarily be provided to Council members by electronic delivery method and the member shall be responsible for installing the materials on the electronic device. "Paper" copies of agenda materials will be provided only where the materials are likely to be retained for regular review (bound documents such as the Master Plan for Land Use, or the Budget), or where a paper copy

is required or appropriate to completely convey the information contained in the materials.

The Meetings will be held in the Council Chambers UNLESS OTHERWISE NOTED ON THE AGENDA. No items will be added to the published agenda unless approved by a majority vote of the City Council. The Agenda of Regular Meetings of the City Council shall be prepared generally in accordance with the following format; provided that the Mayor and City Administration can alter the format or the order of agenda items in circumstances deemed appropriate:

A. Call to order
B. Pledge of Allegiance
C. Roll Call
D. Approval of Agenda
E. Public Hearings
F. Presentations
   This is reserved for and limited to presentations by or on behalf of the City itself to the City Council that do not require or anticipate Council action (e.g., presentation of the results of the national survey the City has conducted). It is not intended to be used by third parties. It is not intended to be used to issue proclamations of any kind, or statements in support of any individual or entity, or to recognize events taking place in the City. Under unusual circumstances, the Mayor may authorize use of this part of the agenda for a non-City presentation, but such use is intended to be rare.
G. Reports:
   1. Manager/Staff
   2. Attorney
H. Audience Comment
I. Consent Agenda – Removals and Approvals (Items removed from Consent Agenda will be discussed under Item O).
   Only the following kinds of items may be included on the Consent Agenda:
   1. Personnel matters requiring Council action, not including reviews of employee grievances or appointments and terminations
   2. Routine financial management actions, such as approval of warrants, transfer of funds, approval to advertise for bids
   3. Approval of licenses
   4. Setting dates of Public Hearings
   5. Ordinances at second reading and/or resolutions which do not require public hearings prior to adoption
   6. Approval of minutes
   7. Approval of contracts and agreements not to exceed $100,000
   8. Referral to committees
   9. Approval of easements
   10. Additional items which administration feels could be included on Consent Agenda for final approval

J. Matters for Council Action
   1. Proposed Zoning Ordinance Map Amendments
   2. Other Ordinances - First Reading (Introduction)
   3. Action on Special Reports
   4. Appointments to Boards and Commissions
   5. Other matters to be acted upon by Council

K. Consent Agenda Removals for Council Action

In order to limit the number of items removed from the Consent Agenda, all members of Council will make an effort to contact the administration before the meeting to have questions answered. Unless a member of the Council specifically requests that an item listed on the Consent Agenda be removed therefrom and action be taken separately on said item, those items listed on the Consent Agenda shall be approved, accepted, etc. by motion and unanimous roll call vote of the Council. Those items so approved under the heading "Consent Agenda" shall appear in the Council minutes in the proper form.

L. Audience Comment

M. Committee Reports

N. Mayor and Council Issues

This ~~item~~ portion of the agenda shall be limited to matters as to which a Council member is seeking to receive comments or other reaction from other Council members, or to gain a consensus for giving direction to City staff. ~~For an item to be listed on the printed agenda,~~ Council members ~~must~~ may request that ~~the~~ an item (each member is limited to one(1) such item) be placed on the printed agenda by 3:00 P.M. of the Wednesday preceding the meeting and provide the language for the item in writing or verbally. Each Council member present at a meeting may also request placement of one (1) additional item on the agenda under Mayor and Council issues for that meeting. With respect to any such issue placed on the agenda, if a Council member is requesting information from City staff as part of the item, the Council member shall have first contacted the City Manager by noon the day of the meeting and requested such information prior to the meeting, and shall so state at the time of placement of the item on the agenda. Motions may be made and voted upon in connection with matters added under this section.

P Adjournment

7. AGENDA - SPECIAL MEETINGS

No business shall be transacted at any special meeting of the Council unless the same has been stated in the notice of such meeting. However, other than the enactment of an ordinance, any business which may lawfully come before a regular meeting may be transacted at a special meeting, if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Section 6.3). The notice of such meeting, setting forth the time, place and purpose, together with the agenda shall be served in accordance with the City Charter upon each member of the Council.

8. **AUDIENCE COMMENT RULES**

A. All members of the Audience addressing the meeting (hereinafter speaker) shall direct their remarks to the Mayor.

B. No speaker shall address the meeting unless recognized by the Mayor for that purpose.

C. Remarks shall be limited to those pertaining to matters before the Council, to City business or policy, or to issues of community concern or interest. While comment upon the action, inaction, or performance of the Council and the City of Novi commissions, boards, employees and consultants is allowed, inappropriate, profane, vulgar or abusive language and personal attacks will not be tolerated.

D. No speaker shall continue to address the meeting after being advised by the Mayor that the speaker's time for addressing the meeting has expired.

E. Speakers shall use their time only for voice comment. There shall be no audible comment by the members of the audience other than the speaker, and there shall be ~~There shall be no audience comment by voice, clapping, or otherwise, showing~~ audible indication of approval or disapproval of any remarks of the speaker or member(s) of the public body (i.e., no clapping or hooting or similar activity). The purpose of this rule is to make sure that each speaker can address City Council without interference or intimidation.

F. Each speaker may address the meeting for 3 minutes. The Mayor has the authority to grant additional time, if requested by a speaker, for good cause.

G. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to City staff for screening no later than 12:00 P.M. the day of the meeting. The materials submitted will be reviewed by the City Clerk (or designee) to ensure that (1) the materials are in a format capable of broadcast or presentation over the City's audiovisual system; (2) the materials relate to a permitted purpose under Paragraph C above; and (3) the material is legally appropriate for broadcast over the audiovisual system and/or cable system. Visual materials include any visual or textual items that are to be displayed through the audiovisual system irrespective of their specific format or media. This includes, without limitation, photographs, audio and video presentations, charts, computer presentations, computer screen images, posters and fliers, whether in physical or electronic format. Once the materials have been submitted for review, they cannot be changed before the meeting. Notwithstanding the foregoing, the Mayor may allow a speaker to utilize the City's audiovisual system to display a limited number (no more than three) of non-electronic, physical documents (e.g., photographs of potholes), provided that the documents are presented to the Clerk for review under Paragraph G above, before the documents are displayed.

H. Speakers using visual materials are subject to the same time limitation set forth in Paragraph F above.

I. Taped or recorded audio presentations not presented through the City's audiovisual system (i.e., with sound only, not displaying visual materials) shall also be submitted for review as described in Paragraph G above.

J. Council Members or the Mayor shall not respond to general Audience Comment. The Mayor or Council members can bring up a point of order in regard to false information and direct it to the parliamentarian for a response. The Mayor may direct the administration to respond to the speaker, if appropriate, during or outside of the meeting. The Mayor may also respond with an indication of the appropriate action to be taken.

K. Committee Reports will not be accepted during Audience Comment. An Applicant or Representative may present proposals for a period of time at the discretion of the Mayor.

9. CABLE TV VIDEO AND AUDIO TAPES POLICY

A. All Regular, Special, and Joint Council meetings shall be held in the Council Chambers and will be cablecast/video streamed, except interview meetings unless Council Chambers are unavailable or otherwise specified.

B. Meetings will be cablecast/video streamed live. City Council Meeting videos will be archived on the City website for 90 days. The video archive is not the official record of the meeting.

C. Only City Council, Parks Recreation & Cultural Services, Planning Commission, Library Board and Zoning Board of Appeals Meetings will be cablecast/video streamed live, whenever possible.

D. Audio tapes will be retained by the City Clerk until the approval of the minutes.

10. RECONSIDER/RESCIND/REPEAL A QUESTION

When a question has been taken, it shall be in order for any member who was on the prevailing side in the original action to move for reconsideration thereof at the same or next regular meeting. If a matter is to be brought for reconsideration at a succeeding meeting, the Councilmember making the request must notify the City Manager or City Clerk in writing by the Wednesday prior to the meeting who shall place the matter of reconsideration of the matter on the agenda.

A motion to rescind or repeal some previous action may be made at any time at any regular or special meeting of the Council, provided, such matter has been formally placed on the agenda for consideration and it is in order.

11. VOTING

A Roll Call vote shall be required on all ordinances and the "Yes" or "No" vote shall be entered upon the records opposite the name of the Councilmember. Whenever the vote is unanimous, it shall only be necessary to so state.

No member of the Council shall vote on any question in which he/she has a financial interest other than the common public interest or on any question concerning his own

conduct.

12. **QUORUM**

Four members of the Council shall be a quorum for the transaction of business at all meetings of the Council, but in the absence of a quorum, the Mayor or any two members may adjourn any regular or special meeting to a later date. (Charter, Sec. 6.5)

13. **COMMITTEES**

Council Committee assignments will be established by the 2nd regular meeting following the Election.

Standing Citizen Boards, Commissions, and Committees: The descriptions provided within this section stating the purposes, functions and membership of Boards, Commissions and Committees are for informational purposes. The provisions of the Charter, the Novi Code of Ordinances and the resolutions establishing such bodies shall define the purposes, functions and membership of such bodies.

Economic Development Corporation, Library Board and Planning Commission are Mayoral appointments with consent of a majority of Council.

Council will be provided with the attendance record of all applicants for reappointment at the time of interview.

Annual schedule for Board, Commission, and Committee Presentations and Appointments

Introduction Date / Committee Name	Terms Expire On	Approx. # of Vacancies per year
EARLY FEBRUARY		
Beautification Commission	March 1	1 to 3
Building Authority	March 1	1
Construction Board of Appeals	March 1	2
~~Library Board~~	~~March 1~~	~~1~~
EARLY-MID JUNE		
Parks & Recreation Commission	June 30	2 to 3
Planning Commission	June 30	3
Cultural Arts Committee	June 30	1 to 2
Public Utilities and Technology Committee	June 30	0 to 1
LATE NOVEMBER/EARLY DECEMBER		

Board of Review	Jan. 1	2 to 4
Corridor Improvement Authority	Dec. 31	2
Economic Development Corporation	March 1	1 to 3
Election Commission	Jan. 1	0 to 1
Historical Commission	Jan. 1	2 to 3
Library Board	March 1	1
~~Housing and Community Development Advisory Committee~~	~~Jan. 1~~	~~1 to 2~~
Youth Council	Dec. 31	6 to 7
Zoning Board of Appeals	Jan. 1	2

Applications will be considered current ~~until the next annually scheduled date for presentation by candidates for the particular body for which the applicant applied~~for twelve months from the date of application. Council may schedule other interview sessions for newly created committees on an as-needed basis. Applications may also be made up until the start of the City Council meeting at which ~~appointment shall be considered~~presentations are made. The City Clerk shall be responsible for providing information as to such application(s) to the Council at or before the meeting.

Those appointed to fill a vacancy and have presented in the past 12 months need not make a presentation, unless requested by a Council member, but must apply to be considered for re-appointment.

The Youth Council Review Committee shall evaluate applicants for Youth Council vacancies. The evaluation process shall generally be the same as described below for presentations to the City Council (but may set its own rules for the length of candidate presentation). Following the introductions, the Youth Council Review Committee shall make the recommendations to City Council.

Applicants for boards, commission, and committees will make presentations before the Council at a regular meeting. Applicants will be given two minutes to explain why they are interested and qualified. Questioning by Council Members will not generally be contemplated, but as the Chair of the meeting, the Mayor may (but is not obligated to) entertain questions from other Council Members.

Notwithstanding anything to the contrary in this section, appointments may be made and/or approved without candidate presentation if the Mayor and/or Council deem it to be appropriate under the circumstances.

If a Committee has members of City Council as well as other members who are not Councilmembers, the Chairperson shall be a Councilmember, unless all Councilmembers decline to be chair. In instances where the Mayor appoints the committee and Council approval is not required, the Mayor shall also, at the time of making such appointments, designate a chair.

Council action on appointments (including appointing newly-created committees):

Any *new* committee adopted by Council shall have in its resolution language to the effect of the following:

> That the position will be publicized for applications within ten days of the adoption of the resolution creating the committee.
>
> That Council will hold presentation sessions within three weeks of adoption of the resolution.
>
> That Council will make appointments at the Regular Meeting following the presentation meeting.

Board and Commission meetings shall be open to the public and a notice of the date, time and location of each meeting shall be posted within the lobby of the City Hall no less than 18 hours before the meeting.

Minutes of the proceedings shall be taken and available to the City Clerk of all Board and Commission meetings. Board and Commissions shall endeavor to hold their meetings in the City Council Chambers for consistent public access.

Appointments to Standing Committees:

The following standing committees of the Council shall be composed of at least three members who shall be appointed from time-to-time by the Mayor. (Charter, Sec. 6.7(e))

1. ~~Capital Improvements Program~~Finance and Administration Committee - Three Council representatives. This Committee is responsible for reviewing administrative recommendations for the budget~~,~~; retirement ~~benefits~~and OPEB investment strategy; staff recruiting, retention, turnover, employment trends, and compensation strategy; bonding and/or millage recommendations~~,~~; and large scale capital or other programs or projects. It shall also~~capital expenditures and shall~~ provide an initial review of the required annual Capital Improvement Plan (CIP) prepared by staff and adopted by the ~~City~~Planning Commission, and shall meet at least ~~once~~twice annually with members of the Planning Commission designated by the Commission in order to finalize the CIP for presentation to the Commission.

2. Consultant Review Committee - Three members of Council~~ appointed on a rotation basis with one new member each year~~. This Committee is responsible to review (i) multi-year contracts for professional services (e.g., engineering or environmental consultants) or (ii) contracts for professional services of any length where the consultant deals directly with the City Council in a significant way (e.g., attorney services, auditors, or the like. Administration will provide on a quarterly

basis a schedule of contracts for such services that are expected to come before City Council for approval.

3. Rules Committee - The Mayor and two members of Council ~~appointed on a rotation basis~~ to begin their review of the Council Rules immediately following the first meeting following the November Election. This Committee is responsible for regular or occasional review of these Rules as contemplated in the Prologue Section above.

4. Ordinance Review Committee - The Mayor and two members of Council ~~appointed on a rotation basis~~. This Committee is responsible for discussion and review of amendments to the Code of Ordinances. It is intended to review those ordinances that are substantive in nature and that would benefit from review by the Committee before submission to the Council as a whole. Matters may be referred to the Committee by the Council; additional items may be placed on the Committee's agenda for its consideration with the approval of the Mayor.

5. Youth Council Review Committee – Three members of Council appointed by Mayor ~~on a rotation basis~~. The members shall be responsible for interviewing applicants for the Youth Council and shall serve as liaisons to the Youth Council. Member attendance at Youth Council meetings is not required. Participation by members at Youth Council meetings (if any) shall be non-voting.

6. Mobility Committee. Three members of Council, plus —2 members of the Planning Commission, and —2 members of the Parks, Recreation & Cultural Services Commission~~, and — members of the Novi Parks Foundation~~. This Committee studies and makes recommendations on road improvements, public transit, non-motorized transportation, and ADA compliance. It replaces the Walkable Novi Committee.

7. Public Utilities and Technology. —3 members of Council, and —2 members appointed from the public at large, with an emphasis on members from the public ~~utilities and/or technology~~ who havea background and skill set relating to the subject matter of the Committee. This Committee studies and makes recommendations regarding all non-city public utilities (e.g., gas, electric, cable) and broadband expansion opportunities.

~~5. Human Resources Committee. Three members of Council. This Committee meets only at the request of City Administration to discuss issues likely to come to City Council regarding employment trends and conditions and potential impacts on delivery of City services.~~

Council representation on regional bodies/inter-governmental bodies:

1. SEMCOG - one Delegate (Elected Official) and one Alternate (Elected or

Appointed) appointed by the Council for a two-year term.

Advisory/implementation and current *ad hoc* committees established by Council:

1. City Council Cultural Arts Committee. Five members, with an emphasis on members from the arts community (educators, artists). This Committee will make recommendations regarding public art, music, theater, and dance opportunities and ways to broaden cultural art and music opportunities in Novi.

2. Long-Range Strategic Planning Committee. This Committee will work on a strategic plan to determine what Novi wants and expects to be in the year 2050, and to identify actions and options for getting there. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

3. Environmental Sustainability Committee. This Committee will study and advise Council on environmental issues affecting the City, including the protection and enhancement of natural resources, recycling/composting, energy production, etc. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

Council Advisory Committees will not establish any separate *Ad Hoc* Committee without the approval of the Council. This does not prevent a committee from appointing subcommittees of their members.

Boards and Commissions established by Charter or Ordinance:

1. Beautification Advisory Commission - ~~Nine~~ Seven members appointed to three-year terms by the Council. Terms expire January 1st (Sec. 2-171 City Code).

2. Board of Review Three members and one alternate member - appointed to two-year terms by the Council. Terms expire January 1st of each odd year (Sec. 9.6 City Charter).

3. Construction Board of Appeals - Five members and two alternate members - Appointed to four-year terms by the City Council. Terms Expire March 1st. (Sec. 7-19 City Code)

4. Corridor Improvement Authority – Nine member, made up of the Mayor and eight member appointed by the Mayor subject to Council approval. Terms expire December 31st. (Resolution 12/04/2017)

5. Economic Development Corporation -Nine members - Appointed to five-year terms by the Mayor subject to Council approval. Terms Expire March 1st (EDC Articles of Incorporation)

6. Election Commission - Three members, including the City Clerk – Appointed to three-year terms by the Council. Terms expire January 1st (Sec.3.4 City Charter)

7. Historical Commission - Seven members - Appointed to three-year terms by the Council. Terms expire January 1st. (Sec. 17-18 City Code)

8. Library Board - Seven members - appointed to three-year terms by the Mayor subject to Council approval l. Terms expire March 1st. (Sec.19-21 City Code)

9. Parks and Recreation Commission - Seven members - Appointed to three-year terms by the Council. Terms expire June 30th (Sec. 25-37 City Code)

10. Planning Commission - Seven members - Appointed to three-year terms by the Mayor subject to Council approval. Terms expire June 30th (Sec. 27-18 City Code)

11. Street Name Review Committee -Representatives of the Department of Community Development, Police Department, Fire Department and Building Department. (Sec. 31-51 City Code).

12. Zoning Board of Appeals - Seven members and one alternate member appointed to three-year terms by the Council. Terms expire January 1st (Sec. 3100 Zoning Ordinance)

~~Advisory/implementation and current *ad hoc* committees established by Council:~~

~~1. Housing & Community Development Advisory Committee - Six members – 5 voting resident members, appointed to three-year terms by the Council, 1 Administrative non-voting Member shall serve on the Committee. Terms expire January 1st.~~

~~Walkable Novi Committee – 2 members of Council, 2 members of Planning Commission, 2 members of Parks, Recreation and Cultural services, 2 members of Parks Foundation, 1 member of the public.~~City Council Cultural Arts Committee. ~~Five members, with an emphasis on members from the arts community (educators, artists). This Committee will make recommendations regarding public art and music opportunities and ways to broaden cultural art and music opportunities in Novi.~~

~~Long-Range Strategic Planning Committee. This Committee will work on a strategic plan to determine what Novi wants and expects to be in the year 2050, and to identify actions and options for getting there. Initially three members of Council, who will evaluate the options for the structure of a larger committee with~~

~~additional community members and stakeholders with diverse backgrounds and expertise.~~

~~2. Environmental Sustainability Committee. This Committee will study and advise Council on environmental issues affecting the City, including the protection and enhancement of natural resources, recycling/composting, energy production, etc. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.~~

~~Council Advisory Committees will not establish any separate *Ad Hoc* Committee without the approval of the Council. This does not prevent a committee from appointing subcommittees of their members.~~

~~Councilmember Liaison to Youth Council:~~

~~A Councilmember Liaison to the Novi Youth Council shall be appointed by the Mayor from time to time as he or she determines to be appropriate. The position of Councilmember Liaison shall be non-voting, and the Councilmember Liaison shall not be required to attend meetings of the Youth Council. (Approved by resolution of Council 11-12-2013)~~

14. STANDARDS OF CONDUCT FOR CITY COUNCIL MEMBERS

A. General Rules. City Council members will be governed by the Standards of Conduct of Novi Officers, Employees, and Consultants, as adopted and amended from time to time by City Council Resolution. Those standards generally include (but are not limited to) the following:

1. Confidential Information. A Council member shall not divulge to an unauthorized person, confidential information acquired in the course of the Council member's duties in advance of the time prescribed for its authorized release to the public.

2. Representations. A Council member shall not represent his or her personal opinion as that of the City.

3. City resources. A Council member shall use personnel resources, property, and funds under the Council member's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

4. Gifts. A Council member shall not solicit or accept a gift or loan of money,

goods, services, or other thing of substantial value for the benefit of a person or organization, other than the City, which tends to influence the manner in which the Council member performs official duties. It shall be presumed that a non-monetary gift having a value of less than fifty dollars ($50.00) does not evidence a violation of the above paragraph. "Non-monetary gifts" do not include gift certificates, vouchers, or any other item which is readily used in place of cash.

5. Profit from Position. A Council member shall not engage in a business transaction in which the Council member may receive a substantial profit from his or her official position or authority or a substantial financial benefit from confidential information which the Council member has obtained or may obtain by reason of that position or authority. A Council member shall not use, or attempt to use, his or her official position to unreasonably secure, request or grant, any privileges, exemptions, advantages, contracts, or preferential treatment for themselves or others.

B. Financial Interest in Contract, Purchase, or Employment

1. No Council member shall vote on any question in which the member has a financial interest other than the common public interest or on any question concerning his or her own conduct. (Charter, Sec. 6.7)

2. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge of the Council member's official duties, or when that employment may tend to impair his or her independence of judgment or action in the performance of official duties. If such employment or services for a private or public interest (except the City of Novi) requires the appearance, directly or indirectly, by a Council member before any employee, agency or body of the City of Novi, it shall be conclusively presumed that such appearance is incompatible and in conflict with the Council member's official duties. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating directly to a business entity in which the Council member has a financial or personal interest.

3. No Council member shall be a party, directly or indirectly, to any contract between himself and the City, except as provided by state law and City

Charter.

4. Members of the City Council shall disclose, upon a form provided by the City Clerk, the following information: Any interest in any property within the City of Novi held by the member, the member's spouse, any child of the member, a trust for the member, any corporation in which the member is an officer, director, or shareholder, or by any partnership, limited partnership, or co-partnership in which the member has an interest The disclosure shall be submitted by City Council members upon taking the oath of office, and annually thereafter.

15. DEBATE AND DECORUM

Where these rules or the City Charter are silent, "Roberts Rules of Order Newly Revised" shall, to the extent reasonably feasible, govern the proceedings of the Council. The City Attorney shall act as Parliamentarian. In addition, the following general rules of debate shall apply:

A. The maker of a motion is entitled to speak first.
B. A Council member must obtain the floor by being recognized by the Mayor.
C. No Council member is entitled to speak a second time on the same motion while any other Council members wish to make their first speech.
D. A Council member may not speak against his/her own motion, but may vote against it.
E. Remarks must be confined to the merits of the pending question.
F. Questions and remarks must be addressed through the Mayor. Council members are not to speak directly to each other ~~or to a staff member~~.
G. A courteous tone must be maintained. Interjecting personal notes or attacking another member's motives is prohibited.
H. Use of a Council member's name is to be avoided, if at all possible; for example, you should refer to "the maker of the motion" or "the previous speaker" whenever possible.
I. Reading from books, reports, etc. is only allowed with general consent of the Council by vote or general consent, that is, if there are no objections.
J. No Council member may comment adversely on any prior act of the Council that is not pending.

16. USE OF COMMUNICATION DEVICES DURING MEETINGS

A Council member shall refrain from the use of electronic or wireless communication devices during meetings to communicate with other Council members or with members

of the public, regardless of whether the device is provided by the City. This prohibition shall not apply to communications with family members, employees, or co-workers, or others with whom the member communicates on a matter unrelated to an agenda item for Council action; such communications shall be infrequent and shall not disrupt, disturb, or otherwise adversely affect the conduct of the meeting.

17. USE OF CITY-ISSUED ELECTRONIC DEVICES

City-issued electronic devices are intended to be used for City business and City-related purposes. Personal use is discouraged and should occur infrequently and shall be incidental to the intended use of the electronic device. The following rules shall apply to Council members' use of City-issued electronic devices:

A. The City shall supply the electronic device and all associated hardware and software. Council members shall not install any hardware or software on the electronic device without prior approval through the City's Chief Information Officer.
B. Council members shall have the use of the electronic device during the member's term of office, and such right shall terminate at the same time as the member's term of office ends, at which time the electronic device and all associated equipment shall be returned to the City.
C. Council members shall be responsible for maintaining the electronic device in good condition, and to reasonably protect it from theft, loss, or damage. City policies applicable to City staff with regard to damaged or lost equipment shall apply.
D. Council members may not use the electronic device in connection with election or re-election efforts or campaigning, either for the member or any other candidate for public office.
E. Council members shall not use the electronic device, or the internet access or e-mail provided with it, for any commercial, illegal, or illicit purpose or activity, or for financial gain. Council members shall not use the electronic device to download or store inappropriate or obscene material. Council members shall not knowingly violate copyright laws or site guidelines in connection with internet access. Council members shall not knowingly use the electronic device, or the internet access or e-mail provided with it, to propagate any virus, worm, "Trojan horse," "trap door," or back door" program code or to knowingly disable, disrupt, or overload the computer system or network, or to circumvent any system designed to protect the privacy or security of another user, computer system, communications network, or organization.
F. Council members should recognize that many, and perhaps most, of the documents that exist on the electronic device or that are created during internet usage or while using the e-mail function may be subject to the

Freedom of Information Act, MCL 15.231 *et seq*., or other means of discovery, and should govern their use accordingly.

G. Council members shall not use the electronic device for any purpose that violates the Open Meetings Act, MCL 15.261, *et seq*.

H. The electronic device shall at all times remain City property, and therefore subject to return to the City upon request, for inspection, repair, installation of additional hardware or software or other applications, and the like, or to ensure compliance with these rules.

I. The Council member to whom an electronic device is issued is responsible to insure the proper use of the electronic device in accordance with these rules.

18. COUNCIL APPROVAL OF INDIVIDUAL COUNCIL MEMBER NON-ROUTINE REQUESTS FOR INFORMATION OR INVESTIGATIONS BY CITY STAFF

Prior to any individual Council members request to City staff for reports or other information, other than routine (requests that can be answered within 5-10 minutes), the requests must be raised at the Council table and approved. ~~(Motion made July 7, 2003 meeting.)~~

19. NEW COUNCIL MEMBER ORIENTATION; IN-SERVICE PROGRAMS; OFF-SITE TRAINING/CONFERENCES

Each new member of Council shall, upon taking the oath of office, be given the following materials unless the member has or has access to a current copy of:

- Charter and Code of Ordinances
- Master Plan for Land Use
- Current year Budget
- Council Rules
- City of Novi Internet Usage and E-Mail Usage Policies
- City of Novi rules regarding damaged or lost equipment (e.g., for City-issued electronic device)

Each new member of Council shall, upon taking the oath of office, be offered an opportunity by the City Manager to tour the various City facilities (i.e., City Hall, DPW, Police/Fire stations, and the like).

After each City election at which a new member of Council is elected, the City staff shall arrange a series of presentations or programs, conducted generally between December and February following a City election, to inform new members of the operations of City government. Generally, and subject to member availability, these shall occur before City Council meetings, and shall cover basic subjects such as land use and planning,

finance/taxation/assessing, police/fire, and infrastructure maintenance and construction. The programs shall be open to all members of the City Council as in-service educational opportunities.

Council members are encouraged to attend training sessions and conferences to develop their understanding of their role and responsibilities as public officials. Council will annually establish a budget of $1,000 per Council member, to be used to offset the cost of such activities. Such funds may be used only in connection with training session, workshops, seminars, or conferences sponsored or conducted by municipal organizations of which the City is a member (e.g., the Michigan Municipal League). City Administration shall regularly provide Council with a list of conferences for such organizations that the City belongs to. Reimbursement of expenses incurred in connection with such sessions or events shall also follow the rules established for City employees.

20. SUSPENSION AND AMENDMENT OF RULES

These rules may be suspended or amended at any time, in accordance with the Charter of the City of Novi by a vote of the majority of the Council elected and serving.

21. ENFORCEMENT OF RULES

These rules are subject to enforcement by the City Council as it determines appropriate under applicable provisions of State law, the City Charter, and Roberts' Rules of Order (which have been adopted above to the extent reasonably practicable), and any penalty for violation hereof shall be in accordance with said provisions.

COUNCIL ORGANIZATION RULES AND ORDER OF BUSINESS

ADOPTED: December 15, 1997
AMENDED: May 6, 2024

CITY OF NOVI
COUNCIL ORGANIZATION RULES
AND ORDER OF BUSINESS

PROLOGUE

The City Council of the City of Novi consists of seven members, including the Mayor, elected at large in a non-partisan election. These Rules shall serve as guidelines for the organization and the conduct of the Council so that the City is governed and conducts its business in an orderly fashion. This document shall be reviewed every two years, following the Regular City Election. The Rules are subject to compliance with the City of Novi Charter, ordinances, and State Statutes.

1. ORGANIZATION

A regular meeting of the Council shall be held on the Monday following each Regular City Election (Charter, Sec. 6.1), or following secular day, if there is a holiday. The Mayor shall, at the first regular meeting of the Council after the election of the Mayor, appoint another member of the Council to serve as Mayor Pro Tem, who, during the absence or inability of the Mayor to perform his duties shall act in the name and stead of the Mayor and shall, during the time of such absence or inability, exercise all the duties and possess all the powers of the Mayor. (Charter, Sec. 4.5a) In the absence of both the Mayor and the Mayor Pro Tem, the most senior member of Council shall preside. The seniority shall be determined by the length of the concurrent terms as listed below. In those instances where concurrent terms are of equal length, seniority shall be determined by the number of votes received in the most recent election of the members with such equal terms:

Mayor Fischer – Elected November, 2023 (elected 2019)
Mayor Pro Tem Casey – Re-Elected November 2023(elected 2011)
Council member Staudt – Re-Elected November 2023 (elected 2007)
Council member Smith – Elected November 2021
Council member Thomas – Elected November 2021
Council member Heintz – Elected November 2023
Council member Gurumurthy – Appointed December 2023

2. REGULAR MEETINGS

The Council shall hold two Regular Meetings per month in accordance with the Schedule of Regular Meetings to be established by the City Council by the end of November of the preceding year. These public business meetings shall be held at 7:00 P.M. in the Council Chambers of the Novi Civic Center and shall begin promptly at the appointed time.

In addition to the regular meetings above, the Council shall hold a regular meeting the Monday following the Regular City Election or following secular day, if there is a holiday. This meeting is intended to include an organizational meeting of the Council. The Council shall request staff to organize and present orientations as described in Section 19 herein, voluntary for new Council members and open to returning Council members as they deem necessary.

The Council will have as a goal to conclude all meetings no later than 10:00 P.M.
If the Council meets at a place other than its regular meeting place, then public notice to such effect shall be published in a newspaper circulated in the City. (Charter, Sec. 6.1)

Minutes of regular meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

3. **SPECIAL MEETINGS**

Special Meetings of the Council may be called by the Clerk upon the written request of the Mayor or by any two members of the Council. There shall be at least twenty-four (24) hours' written notice to the public and each member of the Council designating the time, place, and purpose of a special meeting and served personally on, or left at, the usual place of residence of each of the Council members. Any special meeting of the Council at which all members of the Council are present or have in writing waived the requirements that the required notice be given, and at which a quorum of the Council is present, shall be a legal meeting. (Charter, Sec. 6.2) It is the preference of Council that special meetings are held on Mondays.

Minutes of special meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

4. **JOINT MEETINGS**

The City Council may hold Joint Meetings with School Boards, Boards, Commissions, Committees, and municipal governments who share a community of interest with the City of Novi. Such meetings shall be scheduled for a specific purpose or goal, agreed to by the Council and other entity or entities before the meeting.

Minutes of joint meetings will be kept in the English language by the Clerk and shall be signed by the City Clerk upon approval by City Council.

5. **EXECUTIVE SESSIONS**

A two-thirds (2/3) roll call vote of members elected or appointed and serving shall be required to call a closed session, except for those circumstances where the Open Meetings Act, 1976 PA 267 permits the calling of an executive session by a lesser vote.

Those circumstances not requiring a two-thirds (2/3) vote are sessions:

> To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, when the named person requests a closed hearing.
>
> For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

The purpose of the meeting will be stated in the motion to call the closed session and shall be in accordance with the Open Meetings Act.

A separate set of minutes shall be taken by the Clerk or the designated secretary at the executive session. These minutes will be retained by the Clerk for the period of time required by the Open Meetings Act and shall not be available to the public and shall be disclosed only if required by a civil action. Minutes of executive session meetings may be distributed to Council for review at an executive session and may be approved, in Council's discretion, and returned to the Clerk.

City Council Members shall not divulge to any unauthorized person confidential information discussed in an executive session in advance of the time prescribed for its authorized release to the public by the City Council. Council members shall honor the confidentiality of the debate and discussion occurring in executive session, and be aware of the potential liability and/or other harm to the City by premature disclosure

6. **AGENDA - REGULAR MEETINGS**

The City Manager and the City Clerk, with consultation and concurrence of the Mayor, shall prepare an agenda of business to be considered at each regular Council Meeting. Items of business must generally be submitted by 12 noon of the Monday preceding the next regular meeting, subject to the discretion of the City Manager. The Mayor and Administration will strive to have agendas resulting in consistent length of meetings.

City Council Members shall have the use, for City business and for City Council meetings, of a City-issued electronic device. Agenda materials will primarily be provided to Council members by electronic delivery method and the member shall be responsible for installing the materials on the electronic device. "Paper" copies of agenda materials will be provided only where the materials are likely to be retained for regular review (bound documents such as the Master Plan for Land Use, or the Budget), or where a paper copy is required or appropriate to completely convey the information contained in the materials.

The Meetings will be held in the Council Chambers UNLESS OTHERWISE NOTED ON THE AGENDA. No items will be added to the published agenda unless approved by a

majority vote of the City Council. The Agenda of Regular Meetings of the City Council shall be prepared generally in accordance with the following format; provided that the Mayor and City Administration can alter the format or the order of agenda items in circumstances deemed appropriate:

A. Call to order
B. Pledge of Allegiance
C. Roll Call
D. Approval of Agenda
E. Public Hearings
F. Presentations
   This is reserved for and limited to presentations by or on behalf of the City itself to the City Council that do not require or anticipate Council action (e.g., presentation of the results of the national survey the City has conducted). It is not intended to be used by third parties. It is not intended to be used to issue proclamations of any kind, or statements in support of any individual or entity, or to recognize events taking place in the City. Under unusual circumstances, the Mayor may authorize use of this part of the agenda for a non-City presentation, but such use is intended to be rare.
G. Reports:
   1. Manager/Staff
   2. Attorney
H. Audience Comment
I. Consent Agenda – Removals and Approvals (Items removed from Consent Agenda will be discussed under Item O).
   Only the following kinds of items may be included on the Consent Agenda:
   1. Personnel matters requiring Council action, not including reviews of employee grievances or appointments and terminations
   2. Routine financial management actions, such as approval of warrants, transfer of funds, approval to advertise for bids
   3. Approval of licenses
   4. Setting dates of Public Hearings
   5. Ordinances at second reading and/or resolutions which do not require public hearings prior to adoption
   6. Approval of minutes
   7. Approval of contracts and agreements not to exceed $100,000
   8. Referral to committees
   9. Approval of easements
   10. Additional items which administration feels could be included on Consent Agenda for final approval
J. Matters for Council Action
   1. Proposed Zoning Ordinance Map Amendments
   2. Other Ordinances - First Reading (Introduction)
   3. Action on Special Reports
   4. Appointments to Boards and Commissions

5. Other matters to be acted upon by Council

K. Consent Agenda Removals for Council Action

In order to limit the number of items removed from the Consent Agenda, all members of Council will make an effort to contact the administration before the meeting to have questions answered. Unless a member of the Council specifically requests that an item listed on the Consent Agenda be removed therefrom and action be taken separately on said item, those items listed on the Consent Agenda shall be approved, accepted, etc. by motion and unanimous roll call vote of the Council. Those items so approved under the heading "Consent Agenda" shall appear in the Council minutes in the proper form.

L. Audience Comment

M. Committee Reports

N. Mayor and Council Issues

This portion of the agenda shall be limited to matters as to which a Council member is seeking to receive comments or other reaction from other Council members, or to gain a consensus for giving direction to City staff. Council members may request that an item (each member is limited to one(1) such item) be placed on the printed agenda by 3:00 P.M. of the Wednesday preceding the meeting and provide the language for the item in writing or verbally. Each Council member present at a meeting may also request placement of one (1) additional item on the agenda under Mayor and Council issues for that meeting. With respect to any such issue placed on the agenda, if a Council member is requesting information from City staff as part of the item, the Council member shall have first contacted the City Manager by noon the day of the meeting and requested such information prior to the meeting, and shall so state at the time of placement of the item on the agenda. Motions may be made and voted upon in connection with matters added under this section.

P Adjournment

7. **AGENDA - SPECIAL MEETINGS**

No business shall be transacted at any special meeting of the Council unless the same has been stated in the notice of such meeting. However, other than the enactment of an ordinance, any business which may lawfully come before a regular meeting may be transacted at a special meeting, if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Section 6.3). The notice of such meeting, setting forth the time, place and purpose, together with the agenda shall be served in accordance with the City Charter upon each member of the Council.

8. **AUDIENCE COMMENT RULES**

A. All members of the Audience addressing the meeting (hereinafter speaker) shall direct their remarks to the Mayor.

B. No speaker shall address the meeting unless recognized by the Mayor for that

purpose.

C. Remarks shall be limited to those pertaining to matters before the Council, to City business or policy, or to issues of community concern or interest. While comment upon the action, inaction, or performance of the Council and the City of Novi commissions, boards, employees and consultants is allowed, inappropriate, profane, vulgar or abusive language and personal attacks will not be tolerated.

D. No speaker shall continue to address the meeting after being advised by the Mayor that the speaker's time for addressing the meeting has expired.

E. Speakers shall use their time only for voice comment. There shall be no audible comment by the members of the audience other than the speaker, and there shall be audible indication of approval or disapproval of any remarks of the speaker or member(s) of the public body (i.e., no clapping or hooting or similar activity). The purpose of this rule is to make sure that each speaker can address City Council without interference or intimidation.

F. Each speaker may address the meeting for 3 minutes. The Mayor has the authority to grant additional time, if requested by a speaker, for good cause.

G. Speakers wishing to display visual materials through the City's audiovisual system must provide the materials to City staff for screening no later than 12:00 P.M. the day of the meeting. The materials submitted will be reviewed by the City Clerk (or designee) to ensure that (1) the materials are in a format capable of broadcast or presentation over the City's audiovisual system; (2) the materials relate to a permitted purpose under Paragraph C above; and (3) the material is legally appropriate for broadcast over the audiovisual system and/or cable system. Visual materials include any visual or textual items that are to be displayed through the audiovisual system irrespective of their specific format or media. This includes, without limitation, photographs, audio and video presentations, charts, computer presentations, computer screen images, posters and fliers, whether in physical or electronic format. Once the materials have been submitted for review, they cannot be changed before the meeting. Notwithstanding the foregoing, the Mayor may allow a speaker to utilize the City's audiovisual system to display a limited number (no more than three) of non-electronic, physical documents (e.g., photographs of potholes), provided that the documents are presented to the Clerk for review under Paragraph G above, before the documents are displayed.

H. Speakers using visual materials are subject to the same time limitation set forth in Paragraph F above.

I. Taped or recorded audio presentations not presented through the City's audiovisual system (i.e., with sound only, not displaying visual materials) shall also be submitted for review as described in Paragraph G above.

J. Council Members or the Mayor shall not respond to general Audience Comment. The Mayor or Council members can bring up a point of order in regard to false information and direct it to the parliamentarian for a response. The Mayor may direct the administration to respond to the speaker, if appropriate, during or outside of the meeting. The Mayor may also respond with an indication of the appropriate action to be taken.

K. Committee Reports will not be accepted during Audience Comment. An

Applicant or Representative may present proposals for a period of time at the discretion of the Mayor.

9. CABLE TV VIDEO AND AUDIO TAPES POLICY

A. All Regular, Special, and Joint Council meetings shall be held in the Council Chambers and will be cablecast/video streamed, except interview meetings unless Council Chambers are unavailable or otherwise specified.
B. Meetings will be cablecast/video streamed live. City Council Meeting videos will be archived on the City website for 90 days. The video archive is not the official record of the meeting.
C. Only City Council, Parks Recreation & Cultural Services, Planning Commission, Library Board and Zoning Board of Appeals Meetings will be cablecast/video streamed live, whenever possible.
D. Audio tapes will be retained by the City Clerk until the approval of the minutes.

10. RECONSIDER/RESCIND/REPEAL A QUESTION

When a question has been taken, it shall be in order for any member who was on the prevailing side in the original action to move for reconsideration thereof at the same or next regular meeting. If a matter is to be brought for reconsideration at a succeeding meeting, the Councilmember making the request must notify the City Manager or City Clerk in writing by the Wednesday prior to the meeting who shall place the matter of reconsideration of the matter on the agenda.

A motion to rescind or repeal some previous action may be made at any time at any regular or special meeting of the Council, provided, such matter has been formally placed on the agenda for consideration and it is in order.

11. VOTING

A Roll Call vote shall be required on all ordinances and the "Yes" or "No" vote shall be entered upon the records opposite the name of the Councilmember. Whenever the vote is unanimous, it shall only be necessary to so state.

No member of the Council shall vote on any question in which he/she has a financial interest other than the common public interest or on any question concerning his own conduct.

12. QUORUM

Four members of the Council shall be a quorum for the transaction of business at all meetings of the Council, but in the absence of a quorum, the Mayor or any two members may adjourn any regular or special meeting to a later date. (Charter, Sec. 6.5)

13. **COMMITTEES**

Council Committee assignments will be established by the 2nd regular meeting following the Election.

Standing Citizen Boards, Commissions, and Committees: The descriptions provided within this section stating the purposes, functions and membership of Boards, Commissions and Committees are for informational purposes. The provisions of the Charter, the Novi Code of Ordinances and the resolutions establishing such bodies shall define the purposes, functions and membership of such bodies.

Economic Development Corporation, Library Board and Planning Commission are Mayoral appointments with consent of a majority of Council.

Council will be provided with the attendance record of all applicants for reappointment at the time of interview.

Annual schedule for Board, Commission, and Committee Presentations and Appointments

Introduction Date / Committee Name	Terms Expire On	Approx. # of Vacancies per year
EARLY FEBRUARY		
Beautification Commission	March 1	1 to 3
Building Authority	March 1	1
Construction Board of Appeals	March 1	2
EARLY-MID JUNE		
Parks & Recreation Commission	June 30	2 to 3
Planning Commission	June 30	3
Cultural Arts Committee	June 30	1 to 2
Public Utilities and Technology Committee	June 30	0 to 1
LATE NOVEMBER/EARLY DECEMBER		
Board of Review	Jan. 1	2 to 4
Corridor Improvement Authority	Dec. 31	2
Economic Development Corporation	March 1	1 to 3
Election Commission	Jan. 1	0 to 1
Historical Commission	Jan. 1	2 to 3
Library Board	March 1	1
Youth Council	Dec. 31	6 to 7
Zoning Board of Appeals	Jan. 1	2

Applications will be considered current for twelve months from the date of application. Council may schedule other interview sessions for newly created committees on an as-needed basis. Applications may also be made up until the start of the City Council meeting at which presentations are made. The City Clerk shall be responsible for providing information as to such application(s) to the Council at or before the meeting.

Those appointed to fill a vacancy and have presented in the past 12 months need not make a presentation, unless requested by a Council member, but must apply to be considered for re-appointment.

The Youth Council Review Committee shall evaluate applicants for Youth Council vacancies. The evaluation process shall generally be the same as described below for presentations to the City Council (but may set its own rules for the length of candidate presentation). Following the introductions, the Youth Council Review Committee shall make the recommendations to City Council.

Applicants for boards, commission, and committees will make presentations before the Council at a regular meeting. Applicants will be given two minutes to explain why they are interested and qualified. Questioning by Council Members will not generally be contemplated, but as the Chair of the meeting, the Mayor may (but is not obligated to) entertain questions from other Council Members.

Notwithstanding anything to the contrary in this section, appointments may be made and/or approved without candidate presentation if the Mayor and/or Council deem it to be appropriate under the circumstances.

If a Committee has members of City Council as well as other members who are not Councilmembers, the Chairperson shall be a Councilmember, unless all Councilmembers decline to be chair. In instances where the Mayor appoints the committee and Council approval is not required, the Mayor shall also, at the time of making such appointments, designate a chair.

<u>Council action on appointments (including appointing newly-created committees):</u>

Any *new* committee adopted by Council shall have in its resolution language to the effect of the following:

> That the position will be publicized for applications within ten days of the adoption of the resolution creating the committee.
>
> That Council will hold presentation sessions within three weeks of adoption of the resolution.
>
> That Council will make appointments at the Regular Meeting following the presentation meeting.

Board and Commission meetings shall be open to the public and a notice of the date, time and location of each meeting shall be posted within the lobby of the City Hall no less than 18 hours before the meeting.

Minutes of the proceedings shall be taken and available to the City Clerk of all Board and Commission meetings. Board and Commissions shall endeavor to hold their meetings in the City Council Chambers for consistent public access.

Appointments to Standing Committees:

The following standing committees of the Council shall be composed of at least three members who shall be appointed from time-to-time by the Mayor. (Charter, Sec. 6.7(e))

1. Finance and Administration Committee - Three Council representatives. This Committee is responsible for reviewing administrative recommendations for the budget; retirement and OPEB investment strategy; staff recruiting, retention, turnover, employment trends, and compensation strategy; bonding and/or millage recommendations; and large scale capital or other programs or projects. It shall also provide an initial review of the required annual Capital Improvement Plan (CIP) prepared by staff and adopted by the Planning Commission, and shall meet at least twice annually with members of the Planning Commission designated by the Commission in order to finalize the CIP for presentation to the Commission.

2. Consultant Review Committee - Three members of Council. This Committee is responsible to review (i) multi-year contracts for professional services (e.g., engineering or environmental consultants) or (ii) contracts for professional services of any length where the consultant deals directly with the City Council in a significant way (e.g., attorney services, auditors, or the like. Administration will provide on a quarterly basis a schedule of contracts for such services that are expected to come before City Council for approval.

3. Rules Committee - The Mayor and two members of Council to begin their review of the Council Rules immediately following the first meeting following the November Election. This Committee is responsible for regular or occasional review of these Rules as contemplated in the Prologue Section above.

4. Ordinance Review Committee - The Mayor and two members of Council. This Committee is responsible for discussion and review of amendments to the Code of Ordinances. It is intended to review those ordinances that are substantive in nature and that would benefit from review by the Committee before submission to the Council as a whole. Matters may be referred to the Committee by the Council; additional items may be placed on the Committee's agenda for its consideration with the approval of the Mayor.

5. Youth Council Review Committee – Three members of Council appointed by Mayor. The members shall be responsible for interviewing applicants for the Youth Council and shall serve as liaisons to the Youth Council. Member attendance at Youth Council meetings is not required. Participation by members at Youth Council meetings (if any) shall be non-voting.

6. Mobility Committee. Three members of Council, plus 2 members of the Planning Commission, and 2 members of the Parks, Recreation & Cultural Services Commission. This Committee studies and makes recommendations on road improvements, public transit, non-motorized transportation, and ADA compliance. It replaces the Walkable Novi Committee.

7. Public Utilities and Technology. 3 members of Council, and 2 members appointed from the public at large, with an emphasis on members from the publicwho havea background and skill set relating to the subject matter of the Committee. This Committee studies and makes recommendations regarding all non-city public utilities (e.g., gas, electric, cable) and broadband expansion opportunities.

Council representation on regional bodies/inter-governmental bodies:

1. SEMCOG - one Delegate (Elected Official) and one Alternate (Elected or Appointed) appointed by the Council for a two-year term.

Advisory/implementation and current *ad hoc* committees established by Council:

1. City Council Cultural Arts Committee. Five members, with an emphasis on members from the arts community (educators, artists). This Committee will make recommendations regarding public art, music, theater, and dance opportunities and ways to broaden cultural art and music opportunities in Novi.

2. Long-Range Strategic Planning Committee. This Committee will work on a strategic plan to determine what Novi wants and expects to be in the year 2050, and to identify actions and options for getting there. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and stakeholders with diverse backgrounds and expertise.

3. Environmental Sustainability Committee. This Committee will study and advise Council on environmental issues affecting the City, including the protection and enhancement of natural resources, recycling/composting, energy production, etc. Initially three members of Council, who will evaluate the options for the structure of a larger committee with additional community members and

stakeholders with diverse backgrounds and expertise.

Council Advisory Committees will not establish any separate *Ad Hoc* Committee without the approval of the Council. This does not prevent a committee from appointing subcommittees of their members.

Boards and Commissions established by Charter or Ordinance:

1. Beautification Advisory Commission - Seven members appointed to three-year terms by the Council. Terms expire January 1st (Sec. 2-171 City Code).

2. Board of Review Three members and one alternate member - appointed to two-year terms by the Council. Terms expire January 1st of each odd year (Sec. 9.6 City Charter).

3. Construction Board of Appeals - Five members and two alternate members - Appointed to four-year terms by the City Council. Terms Expire March 1st. (Sec. 7-19 City Code)

4. Corridor Improvement Authority – Nine member, made up of the Mayor and eight member appointed by the Mayor subject to Council approval. Terms expire December 31st. (Resolution 12/04/2017)

5. Economic Development Corporation -Nine members - Appointed to five-year terms by the Mayor subject to Council approval. Terms Expire March 1st (EDC Articles of Incorporation)

6. Election Commission - Three members, including the City Clerk – Appointed to three-year terms by the Council. Terms expire January 1st (Sec.3.4 City Charter)

7. Historical Commission - Seven members - Appointed to three-year terms by the Council. Terms expire January 1st. (Sec. 17-18 City Code)

8. Library Board - Seven members - appointed to three-year terms by the Mayor subject to Council approval l. Terms expire March 1st. (Sec.19-21 City Code)

9. Parks and Recreation Commission - Seven members - Appointed to three-year terms by the Council. Terms expire June 30th (Sec. 25-37 City Code)

10. Planning Commission - Seven members - Appointed to three-year terms by the Mayor subject to Council approval. Terms expire June 30th (Sec. 27-18 City Code)

11. Street Name Review Committee -Representatives of the Department of Community Development, Police Department, Fire Department and Building Department. (Sec. 31-51 City Code).

12. Zoning Board of Appeals - Seven members and one alternate member appointed to three-year terms by the Council. Terms expire January 1st (Sec. 3100 Zoning Ordinance)

14. STANDARDS OF CONDUCT FOR CITY COUNCIL MEMBERS

A. General Rules. City Council members will be governed by the Standards of Conduct of Novi Officers, Employees, and Consultants, as adopted and amended from time to time by City Council Resolution. Those standards generally include (but are not limited to) the following:

1. Confidential Information. A Council member shall not divulge to an unauthorized person, confidential information acquired in the course of the Council member's duties in advance of the time prescribed for its authorized release to the public.

2. Representations. A Council member shall not represent his or her personal opinion as that of the City.

3. City resources. A Council member shall use personnel resources, property, and funds under the Council member's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

4. Gifts. A Council member shall not solicit or accept a gift or loan of money, goods, services, or other thing of substantial value for the benefit of a person or organization, other than the City, which tends to influence the manner in which the Council member performs official duties. It shall be presumed that a non-monetary gift having a value of less than fifty dollars ($50.00) does not evidence a violation of the above paragraph. "Non-monetary gifts" do not include gift certificates, vouchers, or any other item which is readily used in place of cash.

5. Profit from Position. A Council member shall not engage in a business transaction in which the Council member may receive a substantial profit from his or her official position or authority or a substantial financial benefit from confidential information which the Council member has obtained or may obtain by reason of that position or authority. A Council member shall not use, or attempt to use, his or her official position to unreasonably secure, request or grant, any privileges, exemptions, advantages, contracts, or

preferential treatment for themselves or others.

B. Financial Interest in Contract, Purchase, or Employment

1. No Council member shall vote on any question in which the member has a financial interest other than the common public interest or on any question concerning his or her own conduct. (Charter, Sec. 6.7)

2. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not engage in or accept employment or render services for a private or public interest when that employment or service is incompatible or in conflict with the discharge of the Council member's official duties, or when that employment may tend to impair his or her independence of judgment or action in the performance of official duties. If such employment or services for a private or public interest (except the City of Novi) requires the appearance, directly or indirectly, by a Council member before any employee, agency or body of the City of Novi, it shall be conclusively presumed that such appearance is incompatible and in conflict with the Council member's official duties. Except as otherwise provided by State law (including all disclosure requirements), a Council member shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating directly to a business entity in which the Council member has a financial or personal interest.

3. No Council member shall be a party, directly or indirectly, to any contract between himself and the City, except as provided by state law and City Charter.

4. Members of the City Council shall disclose, upon a form provided by the City Clerk, the following information: Any interest in any property within the City of Novi held by the member, the member's spouse, any child of the member, a trust for the member, any corporation in which the member is an officer, director, or shareholder, or by any partnership, limited partnership, or co-partnership in which the member has an interest The disclosure shall be submitted by City Council members upon taking the oath of office, and annually thereafter.

15. DEBATE AND DECORUM

Where these rules or the City Charter are silent, "Roberts Rules of Order Newly Revised"

shall, to the extent reasonably feasible, govern the proceedings of the Council. The City Attorney shall act as Parliamentarian. In addition, the following general rules of debate shall apply:

A. The maker of a motion is entitled to speak first.
B. A Council member must obtain the floor by being recognized by the Mayor.
C. No Council member is entitled to speak a second time on the same motion while any other Council members wish to make their first speech.
D. A Council member may not speak against his/her own motion, but may vote against it.
E. Remarks must be confined to the merits of the pending question.
F. Questions and remarks must be addressed through the Mayor. Council members are not to speak directly to each other.
G. A courteous tone must be maintained. Interjecting personal notes or attacking another member's motives is prohibited.
H. Use of a Council member's name is to be avoided, if at all possible; for example, you should refer to "the maker of the motion" or "the previous speaker" whenever possible.
I. Reading from books, reports, etc. is only allowed with general consent of the Council by vote or general consent, that is, if there are no objections.
J. No Council member may comment adversely on any prior act of the Council that is not pending.

16. USE OF COMMUNICATION DEVICES DURING MEETINGS

A Council member shall refrain from the use of electronic or wireless communication devices during meetings to communicate with other Council members or with members of the public, regardless of whether the device is provided by the City. This prohibition shall not apply to communications with family members, employees, or co-workers, or others with whom the member communicates on a matter unrelated to an agenda item for Council action; such communications shall be infrequent and shall not disrupt, disturb, or otherwise adversely affect the conduct of the meeting.

17. USE OF CITY-ISSUED ELECTRONIC DEVICES

City-issued electronic devices are intended to be used for City business and City-related purposes. Personal use is discouraged and should occur infrequently and shall be incidental to the intended use of the electronic device. The following rules shall apply to Council members' use of City-issued electronic devices:

A. The City shall supply the electronic device and all associated hardware and software. Council members shall not install any hardware or software on the

electronic device without prior approval through the City's Chief Information Officer.

B. Council members shall have the use of the electronic device during the member's term of office, and such right shall terminate at the same time as the member's term of office ends, at which time the electronic device and all associated equipment shall be returned to the City.

C. Council members shall be responsible for maintaining the electronic device in good condition, and to reasonably protect it from theft, loss, or damage. City policies applicable to City staff with regard to damaged or lost equipment shall apply.

D. Council members may not use the electronic device in connection with election or re-election efforts or campaigning, either for the member or any other candidate for public office.

E. Council members shall not use the electronic device, or the internet access or e-mail provided with it, for any commercial, illegal, or illicit purpose or activity, or for financial gain. Council members shall not use the electronic device to download or store inappropriate or obscene material. Council members shall not knowingly violate copyright laws or site guidelines in connection with internet access. Council members shall not knowingly use the electronic device, or the internet access or e-mail provided with it, to propagate any virus, worm, "Trojan horse," "trap door," or back door" program code or to knowingly disable, disrupt, or overload the computer system or network, or to circumvent any system designed to protect the privacy or security of another user, computer system, communications network, or organization.

F. Council members should recognize that many, and perhaps most, of the documents that exist on the electronic device or that are created during internet usage or while using the e-mail function may be subject to the Freedom of Information Act, MCL 15.231 *et seq*., or other means of discovery, and should govern their use accordingly.

G. Council members shall not use the electronic device for any purpose that violates the Open Meetings Act, MCL 15.261, *et seq*.

H. The electronic device shall at all times remain City property, and therefore subject to return to the City upon request, for inspection, repair, installation of additional hardware or software or other applications, and the like, or to ensure compliance with these rules.

I. The Council member to whom an electronic device is issued is responsible to insure the proper use of the electronic device in accordance with these rules.

18. COUNCIL APPROVAL OF INDIVIDUAL COUNCIL MEMBER NON-ROUTINE REQUESTS FOR INFORMATION OR INVESTIGATIONS BY CITY STAFF

Prior to any individual Council members request to City staff for reports or other information, other than routine (requests that can be answered within 5-10 minutes), the requests must be raised at the Council table and approved.

19. NEW COUNCIL MEMBER ORIENTATION; IN-SERVICE PROGRAMS; OFF-SITE TRAINING/CONFERENCES

Each new member of Council shall, upon taking the oath of office, be given the following materials unless the member has or has access to a current copy of:

- Charter and Code of Ordinances
- Master Plan for Land Use
- Current year Budget
- Council Rules
- City of Novi Internet Usage and E-Mail Usage Policies
- City of Novi rules regarding damaged or lost equipment (e.g., for City-issued electronic device)

Each new member of Council shall, upon taking the oath of office, be offered an opportunity by the City Manager to tour the various City facilities (i.e., City Hall, DPW, Police/Fire stations, and the like).

After each City election at which a new member of Council is elected, the City staff shall arrange a series of presentations or programs, conducted generally between December and February following a City election, to inform new members of the operations of City government. Generally, and subject to member availability, these shall occur before City Council meetings, and shall cover basic subjects such as land use and planning, finance/taxation/assessing, police/fire, and infrastructure maintenance and construction. The programs shall be open to all members of the City Council as in-service educational opportunities.

Council members are encouraged to attend training sessions and conferences to develop their understanding of their role and responsibilities as public officials. Council will annually establish a budget of $1,000 per Council member, to be used to offset the cost of such activities. Such funds may be used only in connection with training session, workshops, seminars, or conferences sponsored or conducted by municipal organizations of which the City is a member (e.g., the Michigan Municipal League). City Administration shall regularly provide Council with a list of conferences for such organizations that the City belongs to. Reimbursement of expenses incurred in connection with such sessions or events shall also follow the rules established for City employees.

20. SUSPENSION AND AMENDMENT OF RULES

These rules may be suspended or amended at any time, in accordance with the Charter of the City of Novi by a vote of the majority of the Council elected and serving.

21. ENFORCEMENT OF RULES

These rules are subject to enforcement by the City Council as it determines appropriate under applicable provisions of State law, the City Charter, and Roberts' Rules of Order (which have been adopted above to the extent reasonably practicable), and any penalty for violation hereof shall be in accordance with said provisions.

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Consideration of the Recommendation from Council Rules Committee to adopt three resolutions establishing the "City Council Cultural Arts Advisory Committee," the "Environmental Sustainability Committee," and the "Long-Range Strategic Planning Committee".

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

The Council Rules Committee met on several occasions to review the Council Organization Rules and Order of Business. The Committee reviewed each section to determine if changes should be made. There were minor updates and modifications to several sections throughout the document, with the most significant changes occurring in Section 13 - Committees.

The Rules Committee kept Council Goals in mind when reviewing the Committee Section and recommend adopting resolutions to establish the "City Council Cultural Arts Advisory Committee," the "Environmental Sustainability Committee," and the "Long-Range Strategic Planning Committee." Each of the attached resolutions identifies the purpose of the committee and what it is charged with accomplishing, as well as the makeup of its membership and sunset date, if any.

RECOMMENDED ACTION: Approval of Recommendation from Council Rules Committee to adopt three resolutions establishing the "City Council Cultural Arts Advisory Committee," the "Environmental Sustainability Committee," and the "Long-Range Strategic Planning Committee."

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION ESTABLISHING CITY COUNCIL CULTURAL ARTS ADVISORY COMMITTEE

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 May 6, 2024, at 7:00 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 Council previously (2013) established a Cultural Arts Advisory Board to assist and advise the Parks, Recreation and Cultural Services Commission; and

WHEREAS, the City Council found that, with the increasingly diverse population the need for the establishment of a Cultural Arts Advisory Board, which would be tasked with gaining feedback from our various diverse populations in Novi, providing input on awareness, programs, and events; and

WHEREAS, the responsibilities of the Cultural Arts Advisory Board included identifying and serving the cultural needs of our residents, assist with the criteria and promotion of public art, art acquisition and curating art at Fuerst Park, Villa Barr Art Park and other locations, develop criteria for public art and jury art submissions to be displayed at all potential locations throughout the city and make those recommendations to the PCRS Commission and PCRS Department; and

WHEREAS, the Council believes that the Advisory Board has over the years provided great insight and information to the PRCS Commission and Department, but that the City Council could benefit from similar services, advice, and assistance directly to the City Council.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Committee to be known as the "City Council Cultural Arts Advisory Committee" is hereby established.

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2. The Committee shall have five (5) members, appointed by the Mayor with the approval of City Council. Membership is unrestricted; however, an attempt will be to identify residents with art backgrounds (e.g., art educators or artists) in order to better support the mission of the Committee. The initial terms shall be filled by the current members, but upon the first appointment in accordance with the schedule established by Council rules, the terms shall be staggered such that 3 members shall be appointed for a one-year term members shall be appointed for two years at the next appointment date and 2 members shall serve an additional year; thereafter appointments shall be for a two-year period on that schedule. Staff liaisons from the Novi Public Library and the Department of Parks, Recreation and Cultural Services will also attend meetings.

3. The Advisory Committee shall be charged with making recommendations regarding public art, music, theater, and dance opportunities and ways to broaden cultural art and music opportunities in Novi.

4. There shall be no separate budget or appropriations to the Advisory Committee.

5. The Advisory Committee shall, at its first meeting following adoption of this resolution, choose a chairperson and secretary from among its members. All meetings of the Committee shall be open to the public, in compliance with the Michigan Open Meetings Act.

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 at a regular meeting held this _____ day of _____, 2024.

_____

Cortney Hanson, City Clerk

City of Novi

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CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION ESTABLISHING THE ENVIRONMENTAL SUSTAINABILITY COMMITTEE

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 _____, _____, at ____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 City council believes that it would be appropriate to have an advisory committee that identifies environmental issues and problems affecting the City and recommends to the City Council appropriate roles for the City in addressing those issue;

WHEREAS, the Committee shall be established in the first instance for a period of 2 years. It may be renewed thereafter as deemed necessary by the City Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED that:

1. The Committee to be known as the "Environmental Sustainability Committee" is hereby established.

2. The Committee shall initially have three members, all members of City Council appointed by the Mayor, who shall also designate a chairperson, who will serve unless or until a different chairperson is chosen by the Committee. A staff liaison to the Committee shall be appointed by the City Manager.

3. The Committee's term of existence shall be for a period of two (2) years commencing on the date of this Resolution but can be extended at the discretion of Council.

4. The Committee shall be charged with studying and advising Council on environmental issues affecting the City, including the protection and

enhancement of natural resources, recycling/composting, energy production, etc.

5. All meetings of the Committee shall be open to the public, in compliance with the Michigan Open Meetings Act.

6. The three initial members of the Committee shall evaluate and make a recommendation to the City Council as to whether additional members (e.g., residents, business owners, other stakeholders) shall be added to the Committee and whether a budget should be requested and advise Council regarding same.

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 6th day of May, 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

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION ESTABLISHING THE
CITY COUNCIL LONG-RANGE STARTEGIC PLANNING COMMITTEE

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 May 6, 2024, at 7:00 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 City council believes that it would be appropriate to have an advisory committee that will work on a strategic plan to determine what Novi wants and expects to be in the year 2050 and to identify actions and options for getting there;

WHEREAS, the Committee shall be established in the first instance for a period of 2 years. It may be renewed thereafter as deemed necessary by the City Council.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Committee to be known as the "City Council Long-Range Strategic Planning Committee" is hereby established.

2. The Committee shall initially have three members, all members of City Council appointed by the Mayor, who shall also designate a chairperson, who will serve unless or until a different chairperson is chosen by the Committee. A staff liaison to the Committee shall be appointed by the City Manager.

3. The Committee's term of existence shall be for a period of two (2) years commencing on the date of this Resolution but can be extended at the discretion of Council.

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4. The Committee shall be charged with creating a plan that envisions the City's future in 2050 and establishes goals for getting there. The plan can address things such as: the City's long-term financial resiliency; organizational effectiveness and modernization; economic development and community development threats and opportunities; public safety; environmental sustainability and infrastructure.

5. All meetings of the Committee shall be open to the public, in compliance with the Michigan Open Meetings Act.

6. The three initial members of the Committee shall evaluate and make a recommendation to the City Council as to whether additional members (e.g., residents, business owners, other stakeholders) shall be added to the Committee and whether a budget should be requested and to advise Council regarding same.

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 6th day of May, 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

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CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: 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.

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

The Council Rules Committee met on several occasions to review the Council Organization Rules and Order of Business. The Committee reviewed each section to determine if changes should be made. There were minor updates and modifications to several sections throughout the document, with the most significant changes occurring in Section 13 - Committees.

Under separate City Council agenda items, the Council will consider (a) adoption of amendments to the Council Rules and (b) the formal establishment of three new Council Committees. In addition to those recommendations, the Rules Committee has also recommended sunsetting each of the three committees listed above, because they have served their purpose and provided the information/activities that the Council desired when they were established. The three attached resolutions are intended to accomplish this recommendation.

RECOMMENDED ACTION: 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

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING SUNSETTING OF RECREATION CENTER COMMITTEE

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 May 6, 2024, at 7:00 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 Council established the Recreation Center Committee on July 17, 2019; and

WHEREAS, the Recreation Center Committee met on various occasions throughout 2019- 2020; and

WHEREAS, the Committee discussed results of a community survey, potential locations, funding, and consultant services; and

WHEREAS, the Committee has not met since March 2020; and

WHEREAS, in 2024 City Council has established a long-term goal to "Build a Community Facility that serves and connects all our residents"; and

WHEREAS, the City Council has determined to sunset the Recreation Center Committee until further notice by the City Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED as follows:

1. The City Council extends its thanks and appreciation to the Committee and for the significant effort put into the study of discussing options for a Recreation Center, Councilmembers and staff members who made up the Committee; and

2. The City Council determines that the efforts of the Recreation Center Committee to this point have served the City sufficiently that the Committee can be sunset until further notice by the City Council.

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 6th day of May, 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

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING SUNSETTING OF MUNICIPAL BROADBAND COMMITTEE

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 May 6, 2024, at 7:00 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 Council established the Municipal Broadband Committee on March 22, 2021, and tasked it with a comprehensive review studying the process of establishing a broadband system in the City of Novi, identifying obstacles, the possibility of partnerships, and identifying the potential cost; and

WHEREAS, the Municipal Broadband Committee met on numerous occasions throughout 2021, to hear from the public, from subject matter experts, and others in the industry and to authorize and implement a public telecommunications connectivity survey; and

WHEREAS, on August 30, 2021, the City Council approved the recommendation from the Municipal Broadband Committee to put out an RFP for technical consulting services to study and analyze the broadband infrastructure and connectivity landscape within the City of Novi; and

WHEREAS, On May 27, 2023, the Committee received a report from the Foresite Group, addressing the initiation of local broadband and telecommunications market assessment; gap analysis (understanding where internet access gaps exist in Novi); business case needs assessment; regulatory environment assessment; and

WHEREAS, the Foresite Study was submitted to and received by the City Council; and

WHEREAS, the City Council has determined to sunset the Municipal Broadband Committee until further notice by the City Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED as follows:

1. The City Council extends its thanks and appreciation to the Committee and for the significant effort put into the study of establishing municipal broadband and for the quality of service provided by the residents, Councilmembers and staff members who made up the Committee; and

2. The City Council determines that the efforts of the Municipal Broadband Committee to this point have served the City sufficiently that the Committee can be sunset until further notice by the City Council.

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 6th day of May, 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

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING SUNSETTING OF ROADS COMMITTEE

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 May 6, 2024, at 7:00 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 Council established the Roads Committee on July 17, 2019, and tasked it with taking a technical approach to the five-year roads assessment management plan, utilizing data to make recommendations to City Council regarding best practices for roadway maintenance, and working toward solutions aimed at improving the flow of traffic throughout the community.

WHEREAS, the Roads Committee met on numerous occasions throughout 2019-2021 and gathered useful information for the City's consideration from the public and from engineering and other subject matter professionals; and

WHEREAS, the Committee prepared a "Road Committee Discoveries" Report relating to, among other things, local roads, major roads, safety, design, and long-term planning, which was presented to and accepted by City Council at its February 22, 2021 meeting; and

WHEREAS, the City Council has determined to sunset the Roads Committee until further notice by the City Council.

NOW THEREFORE, IT IS THEREFORE RESOLVED as follows:

1. The City Council extends its thanks and appreciation to the Committee and for the significant effort put into the development of the Road Report, Councilmembers and staff members who made up the Committee; and

2. The City Council determines that the efforts of the Roads Committee to this point have served the City sufficiently that the Committee can be sunset until further notice by the City Council.

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 6th day of May, 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

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: 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 City West. **FIRST READING**

SUBMITTING DEPARTMENT: Community Development - Planning

BACKGROUND INFORMATION:

The proposed Text Amendment to establish City West District was first introduced to the City Council on July 10, 2023. Since that time, staff has taken the feedback received into account and made changes to the proposed text, and also offer more context for the proposed district.

The City of Novi's 2016 Master Plan Update included recommendations for redevelopment of three areas within the City that were considered vacant or under-utilized given their location, unique features, and size:

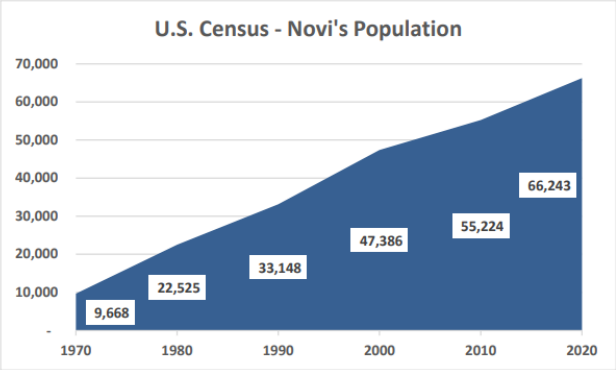
1) Pavilion Shore Village, near Walled Lake, which was rezoned to a new zoning classification in 2021;
2) Anglin Property near Town Center, which is now incorporated into the Sakura Novi development; and
3) City West, which is proposed north and south of Grand River Avenue, east of Beck Road and west of Taft Road.

The Master Plan recommendation for this area was to create a vibrant, integrated, mixed-use arts and entertainment district that would support and enhance the nearby Suburban Collection Showplace and Ascension Providence Park.

Working with the Planning Commission's Implementation Committee (comprised of Commissioners) and the City Attorney's office, staff 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 guidelines. The intent is for both documents to 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.

As the current 2023 Master Plan update effort continues, Novi continues to grow, as evidenced by the 20% population growth from 2010-2020. At last year's 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 a 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.



Source: U.S. Census Bureau.

U.S. Census	
Year	Population
1970	9,668
1980	22,525
1990	33,148
2000	47,386
2010	55,224
2020	66,243

HOUSING OPTIONS

The City West area provides an opportunity to expand the housing choices available for young professionals, empty nesters, and other residents who prioritize an interconnected community with a mix of complementary uses, easy access to destinations within Novi, as well as access to the freeway. Grand River Avenue is a major corridor with greater road capacity than many areas of the city. Mass transit has recently been introduced along the Grand River corridor through Novi and into Wixom. With the addition of transit stops in the City West area, it is a logical location for additional density to be permitted following the principles of transit-oriented development. Most of the city's housing options are currently not in proximity to the new transit routes, which will limit their utilization.

The state's Growing Michigan Together (GMT) Council has recently completed their comprehensive population growth report for the state. Michigan ranks 49th for population growth in the nation. In order to begin to reverse this trend, the GMT Council has recommended three strategies to build back the state's population. Strategy 3 is to "Create thriving, resilient communities that are magnets for young talent." The City West district could help establish the type of housing in proximity to transit that would attract not only the workforce needed for innovative entrepreneurs and businesses,

but also provide appealing housing options for the City's aging population in a compact, connected setting.

CREATING A SENSE OF PLACE

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. Creating a place of interest surrounding these existing activity centers will boost the City's image, while reducing the need for shorter vehicle trips with a mix of uses available. 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 in nice weather.

INTEREST IN THE PROPOSED DISTRICT

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 amendment and Design Guide. 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.

The density and height of the buildings would also permit more preservation of sensitive areas, as the footprint of the buildings could be smaller. Above or underground structured parking, instead of surface parking lots, would go further in promoting areas for open space and reducing impervious surfaces. More taxable value would be created on a smaller footprint of developed area, further enhancing the surrounding corridor.

COMPARABLE SETBACKS TO WHAT IS CURRENTLY PERMITTED IN THE I-1 DISTRICT

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, Light Industrial District. Within 100 feet of a single-family residential district, both non-residential and residential buildings are not permitted, which is the same as in the I-1 District currently. At the baseline level of development, building height is limited to two (2) stories on the south side of Grand River Avenue.

MIXED-USE DEVELOPMENT OPTION (MDO)

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 Wetland and Watercourse protection, the Woodland Ordinance, Stormwater detention standards, façade, and landscape requirements, as well as lighting and noise ordinances. As an optional form of development under the state zoning enabling law, 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 for MDO projects 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.

Residential uses are permitted using the MDO option with a minimum setback of 100 feet from single family residential districts. Within 200 feet of single family residential, building height is limited to 35 feet, which is the same height limit as the single-family districts—that is, the same height as a typical single-family home in Novi. Building heights for all uses within 200 to 300 feet of a single-family residential district are limited to 45 feet. These are significant height limitations that respect the existing developments. By way of comparison, the current I-1 District allows a 40-foot building with a setback of just 20 feet to adjacent property when not adjacent to a residential district. I-1 properties that are adjacent to residential districts require building and parking setbacks of 100 feet, and limit building heights to 25 feet.

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. Buildings greater than 300 feet from single-family residential districts may be eligible for bonus height at City Council's discretion. Bonus height may be granted if the project provides one or more of the following:

- Underground or structured parking (1 additional story per 125 spaces provided)
- Dedicated open space or preservation of natural areas in excess of 25 percent (up to 1 story bonus)
- Gold or Platinum LEED certification in building design (up to 1 story bonus)
- 15 percent or more residential units targeted for workforce housing (up to 1 story bonus)

CHANGES TO THE ORDINANCE TEXT

Since the City Council's first look at the City West Ordinance on July 10, 2023, staff has taken the feedback received into account and made changes to the proposed text. Below is a summary of the issues that were identified and provides a description of the changes made to the text from what was presented at the previous meeting or offers further explanation. In the draft Text Amendment included in this packet, the changes to City West since the last version are shown in blue ~~strikethrough~~/underline.

Building Height

While the proposed building heights on the north side of Grand River were supported by the City Council, the proposed maximum height of 5 stories on the south side was a concern. In the revised draft, the text now reflects 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. 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 such districts, buildings are not eligible for bonus height approval.

Setbacks from Single Family Residential

The City Council expressed concern with the building setbacks' potential to negatively impact adjacent single-family neighborhoods. In the revised draft, all buildings, regardless of use, would be required to have a minimum setback of 100 feet from single family residential districts. Under the current I-1 Light Industrial district, the minimum building setback from single family residential is 100 feet. In the revised draft, the parking setback has also been increased from 50 to 75 feet and would be required to be screened with a 5-foot wall or landscaped berm.

Buffers and Berms

Under the required conditions for City West, item K (page 9) states all sites must comply with Article 5, Site Standards for all applicable requirements, unless more specific standards are specified for City West. Article 5 includes the review standards for the following: off-street parking requirements, off-street parking layout and standards, off-street loading and unloading, landscape standards: (i.e., obscuring earth berms and walls, right of way buffers, and interior and exterior landscape plantings), exterior lighting, corner clearance, road design, façade standards, and bicycle parking.

In particular, the landscaping section related to residential uses adjacent to non-residential has been attached to this packet to show what existing standards would be applied to projects in City West when they are adjacent to a residential use. New multifamily and commercial buildings require a berm or wall of 6-8 feet in height when adjacent to a residential use. This section of the ordinance is very comprehensive in terms of placement, design, and waiver standards, and has been used successfully throughout the city. It would be unnecessary to repeat the information in Article 5 of the ordinance, as it is referenced by section number in the draft City West ordinance.

Hotel Use

At the July 10th meeting, the City Council indicated that hotels would not be an appropriate use on the south side of Grand River. The updated draft states on page 3 that hotels would be permitted only north of Grand River.

Protection of Natural Features

Throughout the City West text, staff has attempted to make clear that protecting the existing natural features (woodland and wetlands) should be a priority for both developers and decision makers for projects in the district. While the Woodlands Protection Ordinance and the Wetlands and Watercourse Protection Ordinance will apply to any proposed projects in this district just as they do to every other site in the city, additional language has been included to show a strong commitment to preservation in the City West District. Please see the highlighted proposed text that mentions natural feature protections in the intent, design guide, and approval criteria.

Pedestrian Orientation, Sidewalks and Open Space
The sections on pages 8 and 9 related to the topics have been revised and reorganized to provide more clarity and direction for such features to be coordinated between developments to create a system of connectivity within and between projects in the district. Usable open space requirements are also more fully described, including encouraging active recreation facilities for children.

Grand River Corridor
If the City West District is adopted and the property rezoned, staff would begin working more closely with the Road Commission for Oakland County to discuss what changes might be necessary to this section of the corridor. We would propose possible changes to the speed limit, road crossing opportunities, design alternatives and accommodating the bus route stops.

Current Master Plan Update
The current Master Plan Update is still on-going. However, the proposed Future Land Use map that has been reviewed by the Steering Committee at multiple meetings designates the City West area for "General Mixed-Use." Draft documents describe the purpose of this land use category:

The GMX land use category provides the highest flexibility of the categories. It recognizes that certain properties will be developed based on prevailing market trends utilizing a site-specific master plan to guide development, reserving certain portions of the subject property for different land use typologies.

The General Mixed-Use designation would not be contrary to the proposed City West ordinance.

Rezoning
Based on the City Council's feedback, the accompanying rezoning request includes within the suggested motion that the rezoning will exclude the portions of property currently zoned B-3 at the southeast corner of Beck Road and Grand River. If in the future the owner decides to pursue development more consistent with the City West district, they could request a rezoning of that area separately. The area will remain shown in the Design Guide Maps, as well as the Future Land Use map, to be included in City West, as it is Staff's opinion that the area would better add to the creation of a cohesive district under City West rather than the B-3 District.

For a more complete summary of the origin and purpose of the City West Zoning District, Ordinance Language, and Design Guide, please reference the City Council packet motion sheet from the July 10th meeting: City Council Meeting - July 10, 2023 - Matter 1 - Consideration of Zoning Ordinance Text Amendment 18.296 in order to establish the new City West zoning district (cityofnovi.org)

PREVIOUS PLANNING COMMISSION ACTION
On May 10, 2023, the Planning Commission held a public hearing on the proposed text amendment and recommended approval to the City Council. The minutes from that meeting are included in the packet.

PREVIOUS CITY COUNCIL ACTION

On July 10, 2023, the City Council considered the Text Amendment for the First Reading and provided comment for revisions to the proposed ordinance language. The revised ordinance language is included in the packet and is presented for consideration again as a First Reading. The minutes from the July 10 City Council meeting are included in the packet.

CURRENT OPTIONS FOR FIRST READING OF THE TEXT AMENDMENT, DESIGN GUIDE AND ZONING MAP AMENDMENT:

Following discussion at the May 6 City Council meeting for a First Reading on the amended text, **three options** are presented for consideration by the City Council with the resulting motions to direct staff for revisions prior to the Second Reading of the draft Ordinance (see accompanying maps for the locations of each of the three options and additional details in the accompanying packet for the zoning map amendment):

Option 1: Adopt the current City West District Text Amendment, and City West Design Guide, with minor modifications, and Rezone areas both north and south of Grand River

This is the option recommended by Staff. The City Council appeared to be in favor of excluding the B-3, General Business zoned property at the southeast corner of Grand River and Beck Road from the rezoning, which could still be done under this option.

Option 2: Adopt the current City West District Text Amendment and City West Design Guide, with minor modifications, *but rezone only the north side* of Grand River Avenue at this time

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. On the north side of Grand River, 144 acres would be rezoned to the new City West District.

Option 3: Direct staff to revise the City West District Text Amendment and City West Design Guide to remove all references to the south side of Grand River Avenue, with the intent to Rezone only the north side of Grand River Avenue

This option would remove the area south of Grand River Avenue as an option for the development that the City West Ordinance and Design Guide contemplates as originally introduced. If the City Council chooses this option, Staff would make revisions to the text amendment and Design Guide so that it only pertains to that area north of Grand River Avenue prior to the Second Reading or the ordinance amendment. As in option two, the area south of Grand River would remain as currently zoned.

RECOMMENDED ACTION: 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 ___**, 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**

Select one of the following three options:

Option 1:
Adopt the current City West District Text Amendment and City West Design Guide, with minor modifications (with the intent to rezone areas both north and south of Grand River Avenue as will be provided with the next agenda item to rezone property *with or without* excluding the B-3, General Business zoned property at the southeast corner of Grand River and Beck Road from the rezoning)

-OR-

Option 2:
Adopt the current City West District Text Amendment and City West Design Guide, with minor modifications (with the intent to *rezone only the north side* of Grand River Avenue at this time as will be provided with the next agenda item to rezone property), *leaving open the option for the south side of Grand River to be rezoned at some point in the future without having to fully amend the draft City West zoning ordinance.*

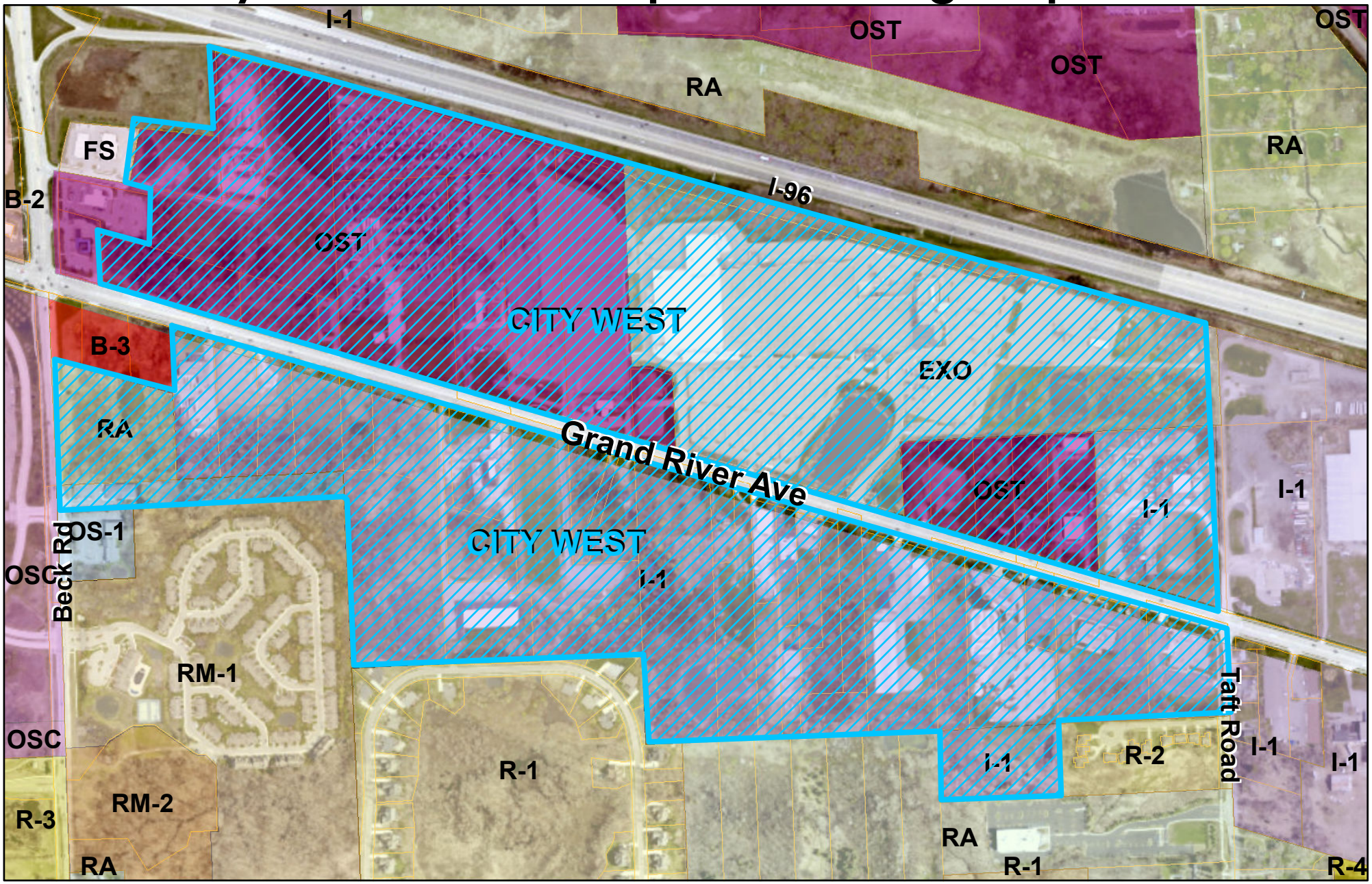
-OR-

Option 3:
Adopt the current City West District Text Amendment and City West Design Guide, with minor modifications, (*with the intent to rezone only the north side* of Grand River Avenue as will be provided with the next agenda item to rezone property) AND direct staff to revise the City West District Text Amendment and City West Design Guide to remove all references to the south side of Grand River Avenue, with the intent to Rezone only the north side of Grand River Avenue.

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.

PROPOSED REZONING OPTIONS

City West District: Proposed Zoning - Option 1



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Map Author: James Hill
Date: 3/27/24
Project: City West

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. Please contact the City GIS Manager to confirm source and accuracy information related to this map.

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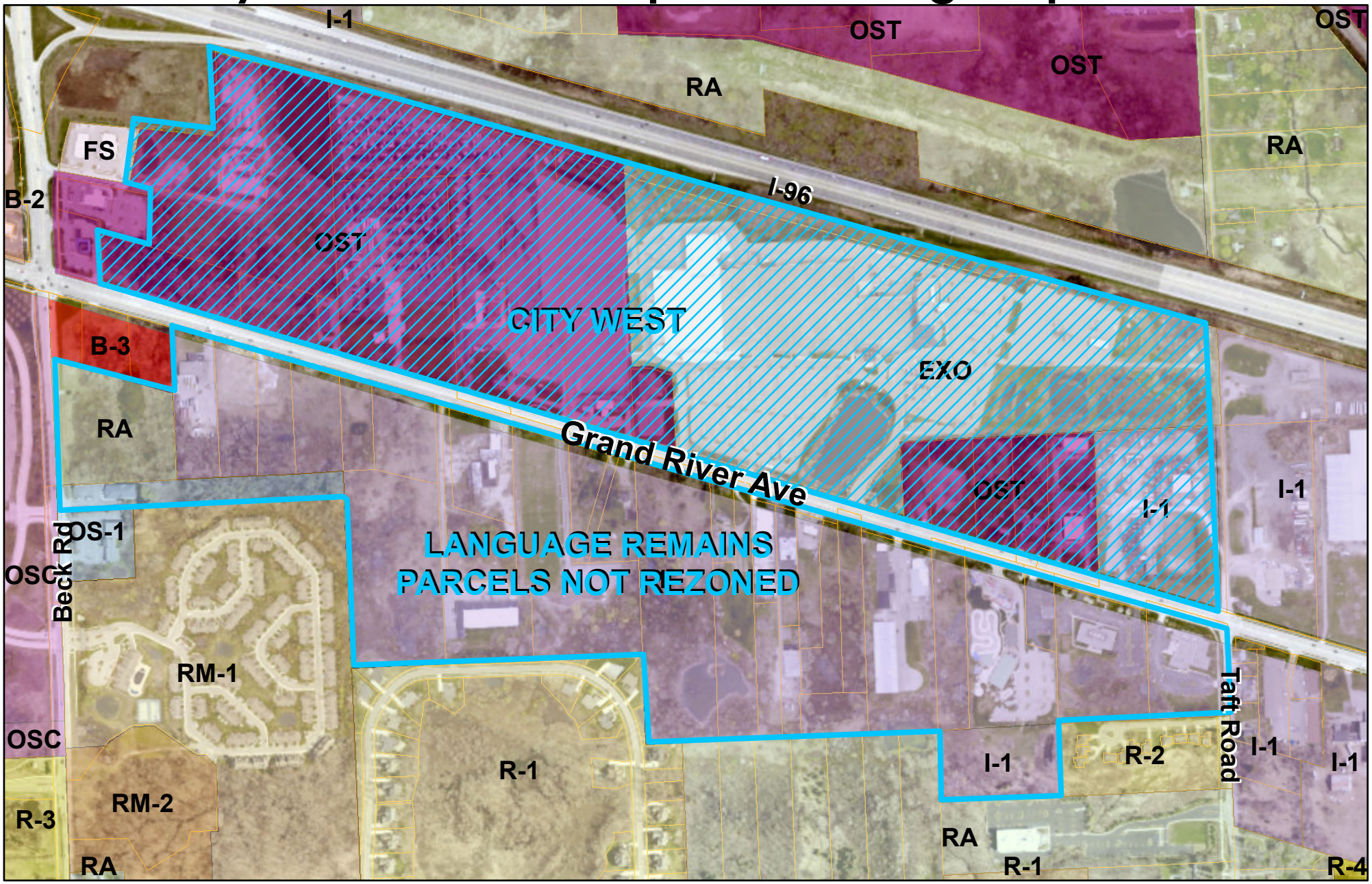
City West District: Proposed Zoning - Option 2



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Date: 3/27/24
Project: City West

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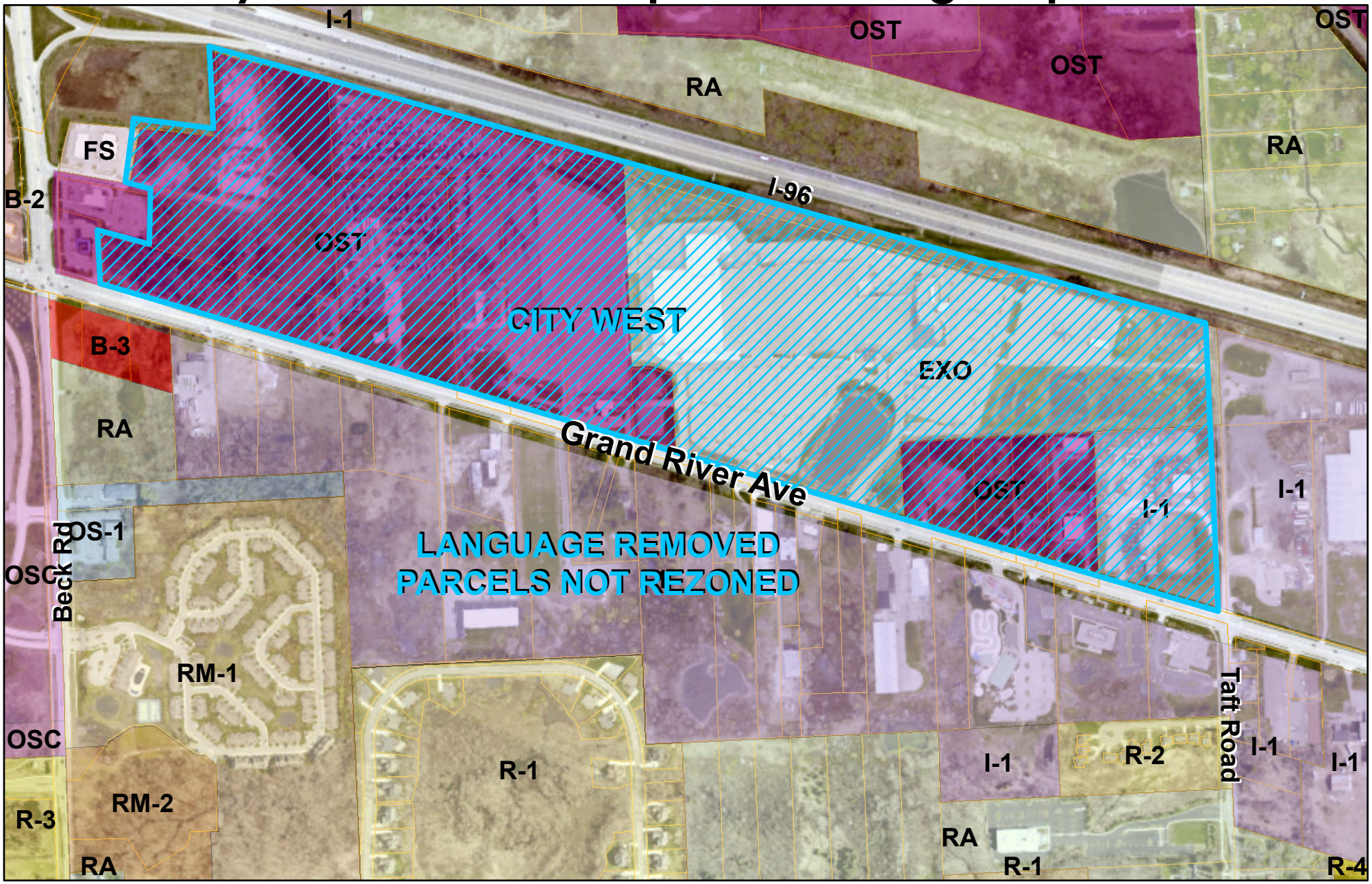
City West District: Proposed Zoning - Option 3



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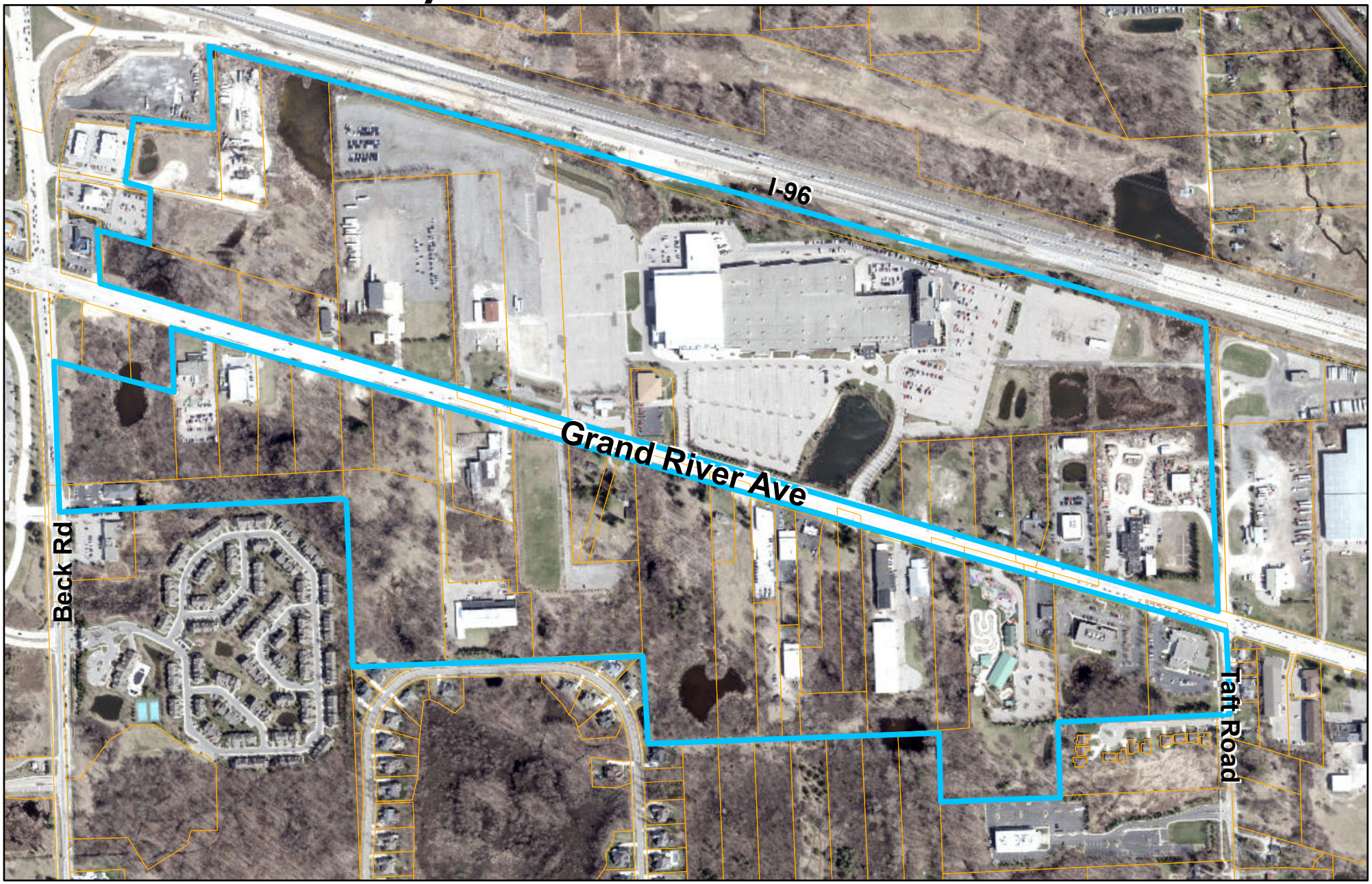
MAPS

Location: 2023 Aerial
2020 Aerial
2005 Aerial
1990 Aerial
1974 Aerial
1963 Aerial
1940 Aerial
Current Zoning
Future Land Use
Natural Features

City West District: 2023 Aerial



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Map Author: James Hill
Date: 4/30/2024
Project: City West

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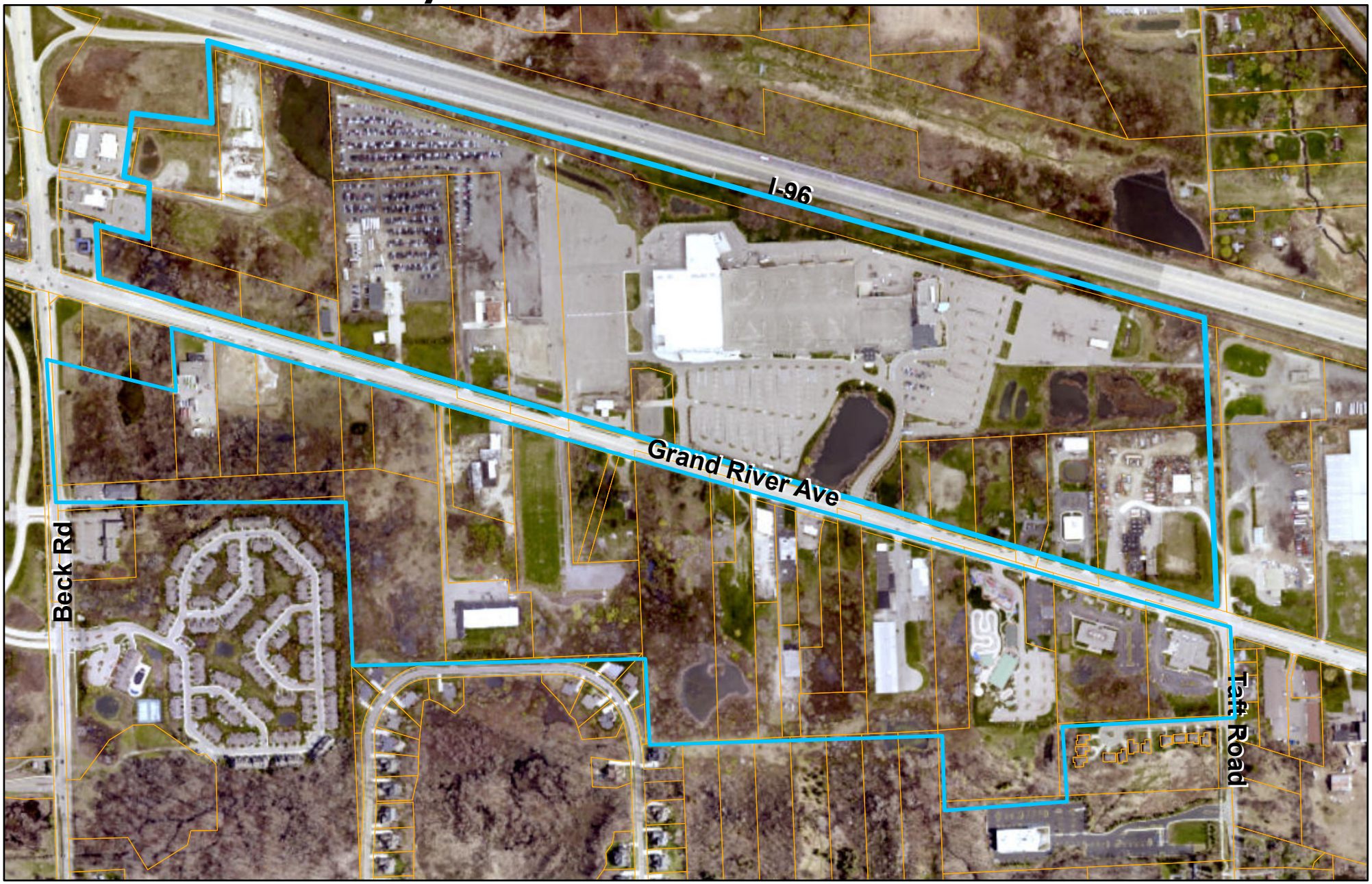
City West District: 2020 Aerial



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Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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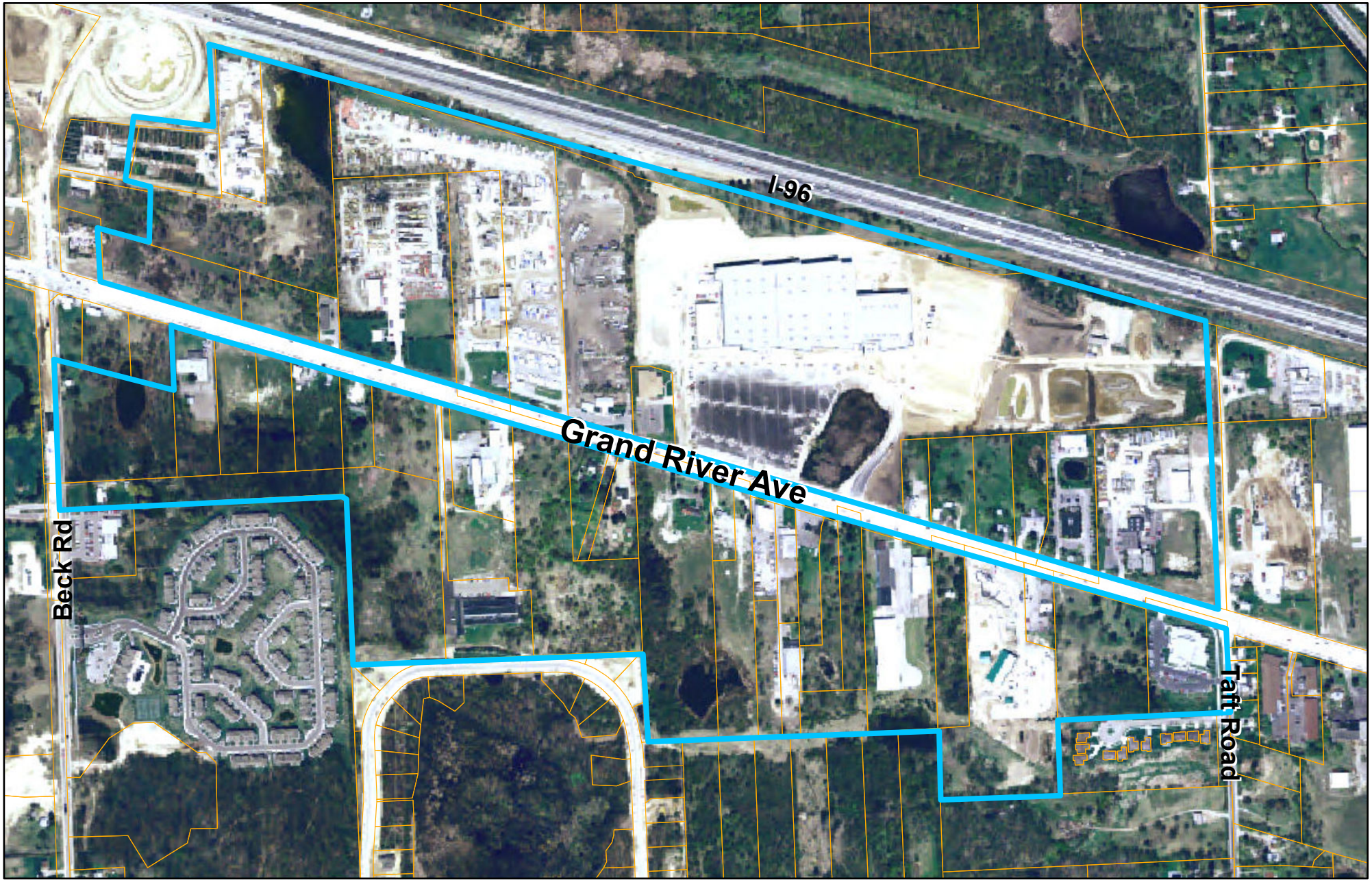
City West District: 2005 Aerial



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Map Author: James Hill
Date: 4/30/2024
Project: City West

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City West District: 1990 Aerial

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Map Author: James Hill
Date: 4/30/2024
Project: City West

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City West District: 1974 Aerial

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Map Author: James Hill
Date: 4/30/2024
Project: City West

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City West District: 1963 Aerial

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Map Author: James Hill
Date: 4/30/2024
Project: City West

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City West District: 1940 Aerial

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Map Author: James Hill
Date: 4/30/2024
Project: City West

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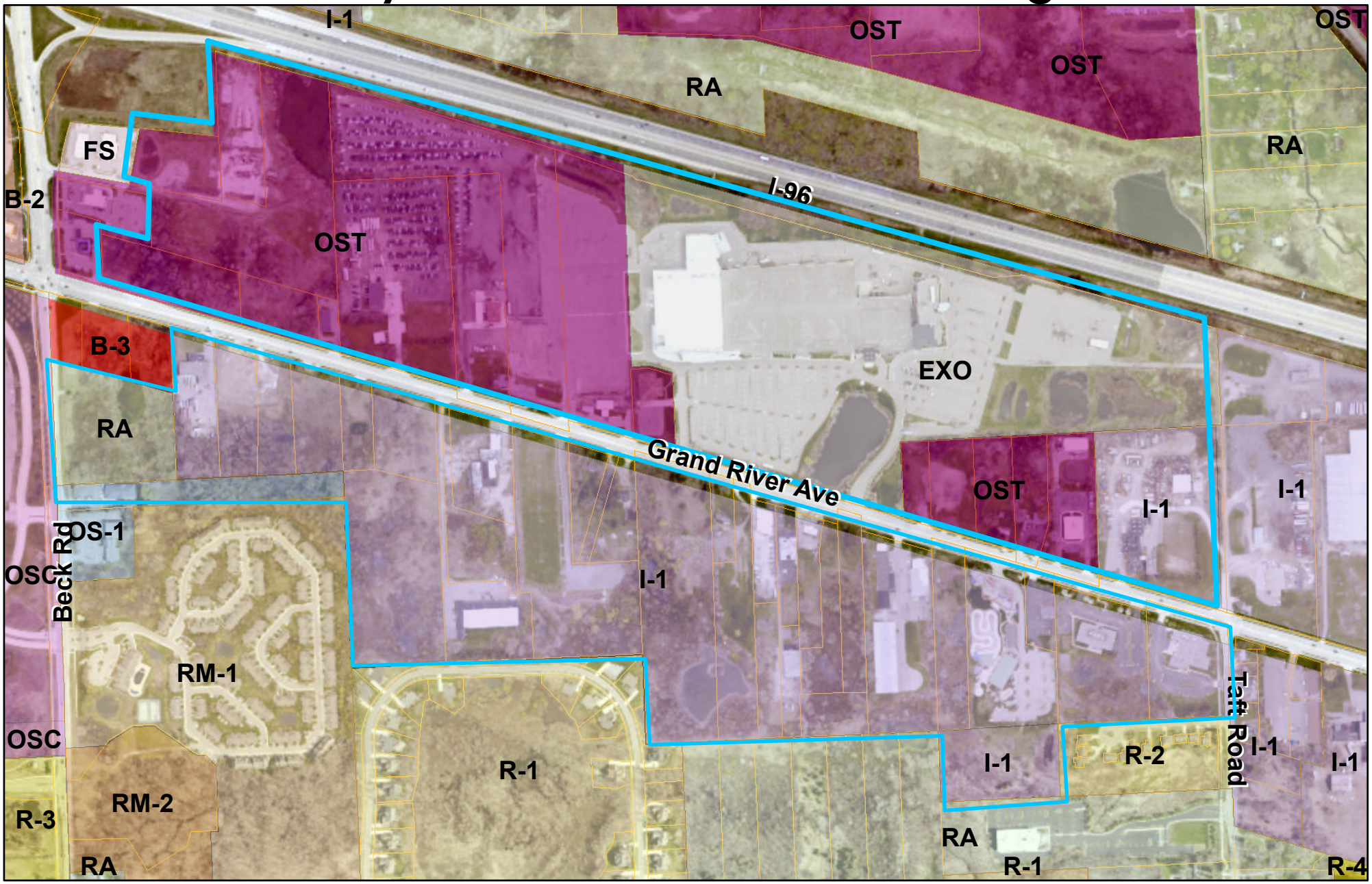
City West District: Current Zoning



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Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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City West District: Future Land Use

0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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City West District: Natural Features

0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

MAP INTERPRETATION NOTICE

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PROPOSED TEXT AMENDMENT 18.296 - DRAFT

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 4.35 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

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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)

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: ~~2 stories or~~ 20 feet

Maximum building height: ~~3~~ 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 residential zoning district a minimum of 50 feet is required

3.6.2 Applicability of Notes to District Standards

- City West Districts: D, M

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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:

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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	~~2 feet per each foot of building height~~ 100	none
Parking (rear and side yard)[4]	~~50~~ 75 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. Parking may front on shared private access road easements and similar private internal streets.~~
    e. ~~Parking adjacent to a single-family residential district shall have a minimum setback of 50 feet from that district.~~ 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 ~~two stories~~20 feet ~~(or equivalent height~~ with quality architectural design and a maximum of ~~three~~ 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. ~~There shall be a system of pedestrian connections within and between all developments and between all buildings within a single development to enable pedestrians to safely access buildings and adjacent developments.~~ 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 ~~twenty (~~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. ~~All landscaped open spaces and pedestrian plaza areas shall be maintained by the owners of the development it serves.~~ Usable open spaces must be clearly designed for active or passive recreational or leisure use and have a minimum dimension of ten feet in every direction. 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, ~~signs,~~ landscaping, exterior lighting, and ~~obscuring screens~~buffers/walls~~where abutting a single family district,~~ 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 ~~signage~~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 project 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;
d. Vehicular safety provisions and controls have been applied particularly with regard to access to major thoroughfares; and
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 ~~200~~ 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 Gold or Platinum LEED (Leadership in Energy and Environmental Design) certification, or equivalent for green building strategies, the maximum height of the building may be increased an additional floor (up to 1 story).
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 ~~70~~55 feet or ~~5~~ 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:

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E. Landscape Standards at Major Thoroughfares

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	~~45~~ 35 feet	~~55~~45 feet	~~55~~ 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 100 200 feet of a one-family residential district shall be limited to 35 feet in height. Any structure more than ~~100~~200 feet but less than ~~two hundred~~ ~~(200~~300~~)~~ feet of a one-family residential district shall be limited to a maximum of ~~forty (40)~~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 ~~forty (40)~~40 feet. Buildings with a front-to-rear or front-to-side relationship shall have a minimum separation of ~~thirty (30)~~30 feet. All other interior buildings shall have a minimum separation of ~~twenty (20)~~20 feet, or ~~thirty (30)~~30 feet for buildings ~~sixty (60)~~60 feet or more in height.

i. Greenbelt: A landscape planting buffer is required to improve the appearance from the right-of-way, including screening off-site parking and drive areas.
   a. Greenbelt that is adjacent to on-site drive 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. Planning Commission 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 for preliminary review. Following preliminary review, the Planning Commission shall set a public hearing date for review of the application. 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.

iv. 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

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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. 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.

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.
viii. Proposed acceleration, deceleration, and passing lanes.
ix. All parking areas and number of spaces by size 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. Density calculations, number and types of units (if applicable), and floor area per habitable space for each use proposed.
xii. 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.
xiii. 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.
xiv. 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.
xv. 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, 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 4.35 "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 XI.

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 XII.
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 XIII.
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 XIV.
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's Town Center (TC)~~ 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 ~~OST Planned Office Service Technology district~~ 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 ~~3.19~~, Section 3.34 ~~3.20~~, 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. Hotels and motels~~
~~iii. Museums~~
~~iv. Theaters~~
~~v. Places of worship~~
~~vi. Restaurants (sit-down_ but not fast food sit-down~~
vii. Indoor and outdoor recreational facilities
viii. Retail sale of products or services
ix. Onsite support retail uses
x. Outside exhibits, fairs, entertainment and festivals
xi. 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

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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

~~- OST Retail Service Overlay~~

~~- OST District Regulations and Required Conditions~~

- CW City West

- MDO Mixed-Use Development Option

- EXO Overlay District Requirements

Subsections 4-7. [unchanged]

Part XV.
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 ~~OST, Planned Office Service Technology~~ 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 XVI. 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 XVII. 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 XVIII. 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 XIX. 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 ___ DAY OF _____, 2024.

_____

JUSTIN FISCHER, MAYOR

DRAFT

_____

CORTNEY HANSON, CITY CLERK

Ayes:

Nays:

Abstentions:

Absent:

DRAFT

CITY WEST DESIGN GUIDE – DRAFT

City West Design Guide

A Design Guide to accompany sections 3.33 and 3.34 of the City of Novi Zoning Ordinance

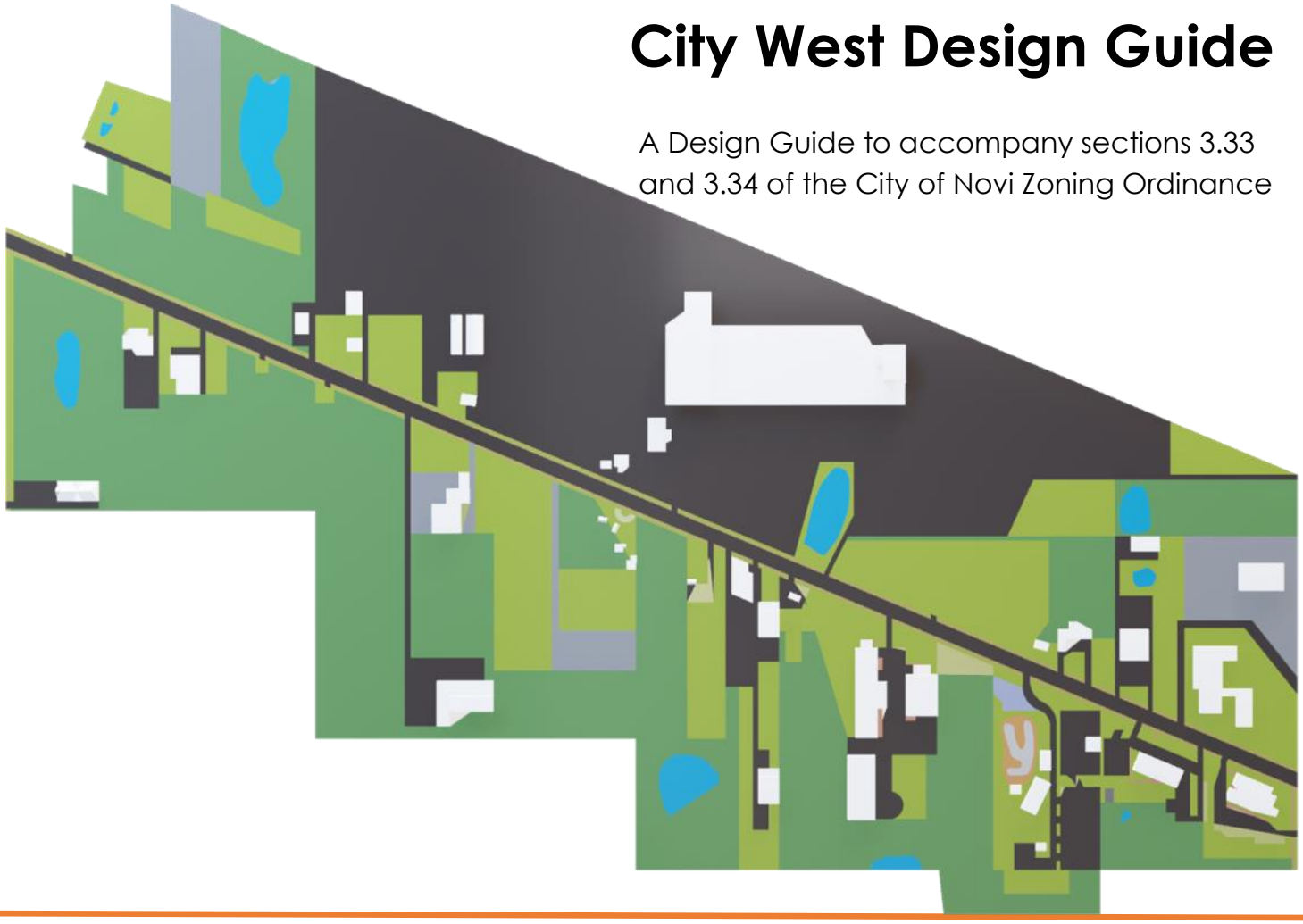


Table of Contents:

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

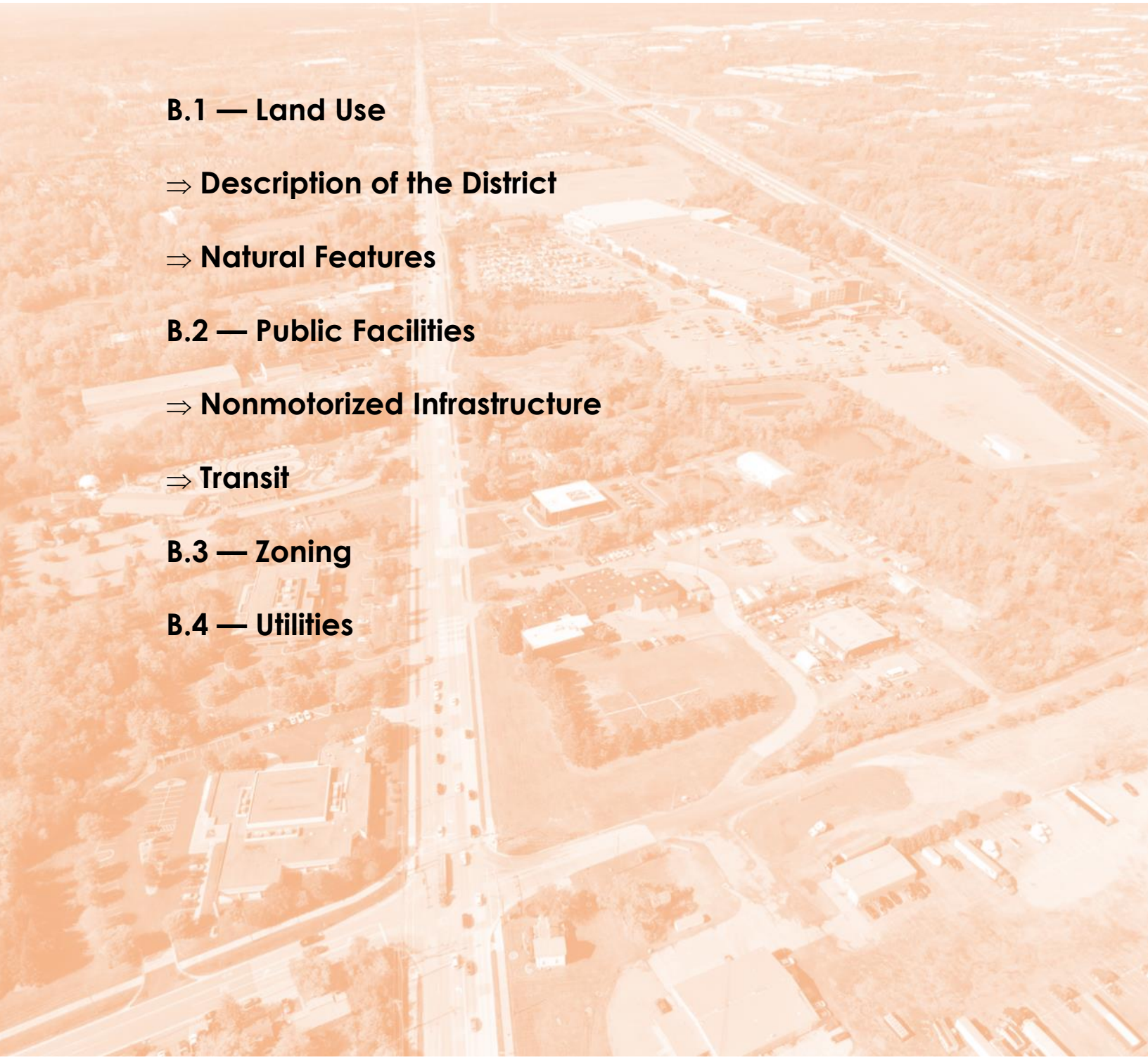
"This area offers the potential for the creation of a prominent new district combining entertainment, convention, commercial, office and residential uses in a cohesive, high-density, walkable pattern."

- 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.

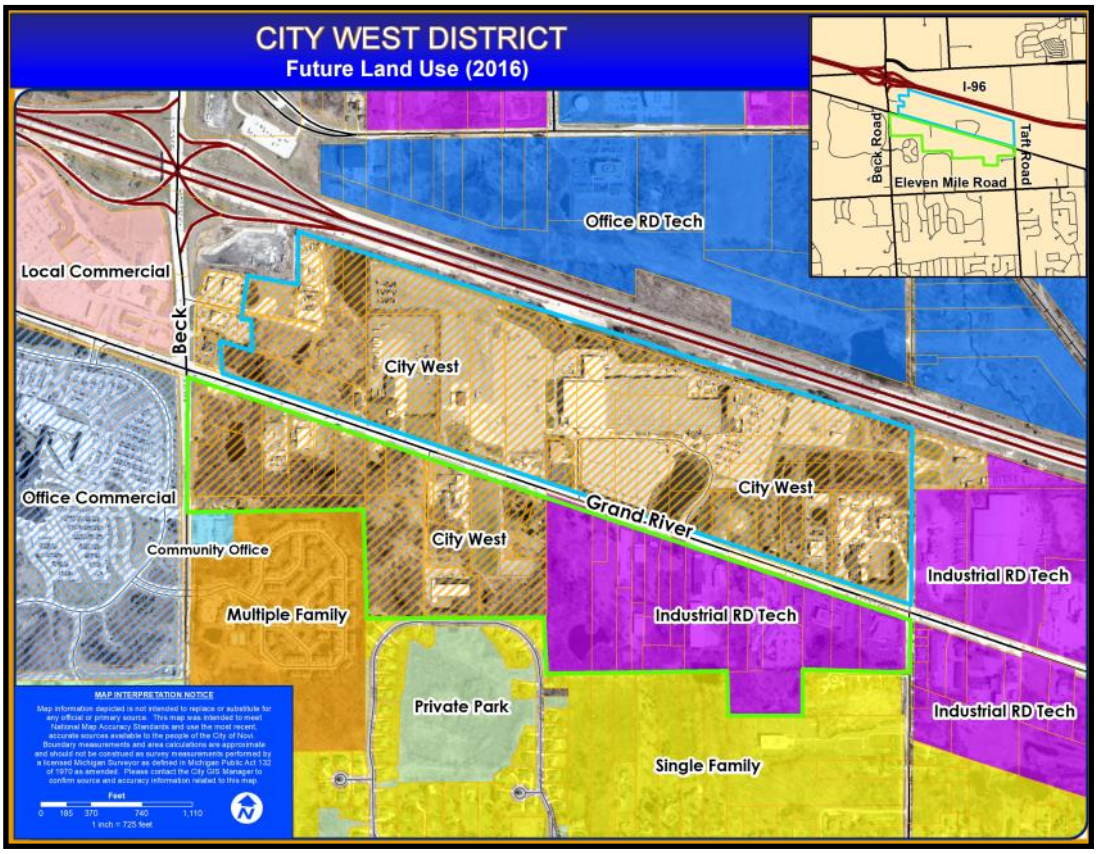


Figure B4: City West Future Land Use Map (2016)

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 System 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."

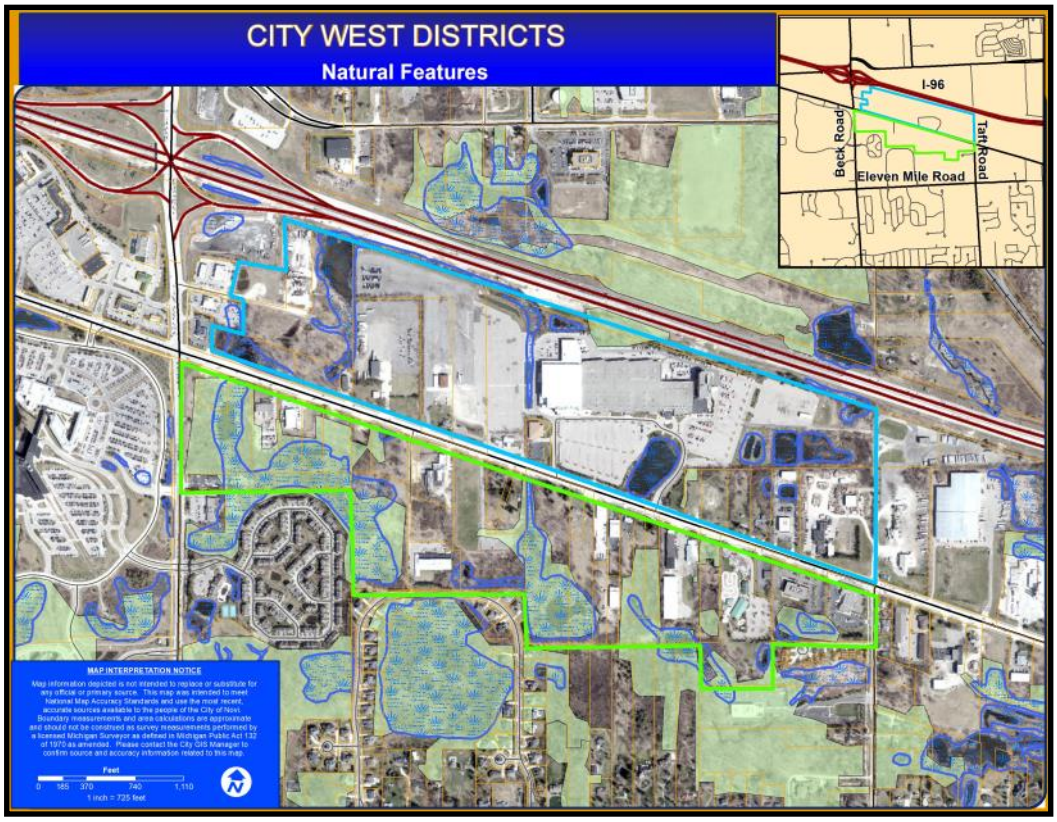


Figure B6: City West Natural Features Map, woodlands are denoted in light green while wetlands are colored in blue.

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, established in the Non-Motorized Transportation Plan, portrays Grand River as category E, the most difficult road category to cross.

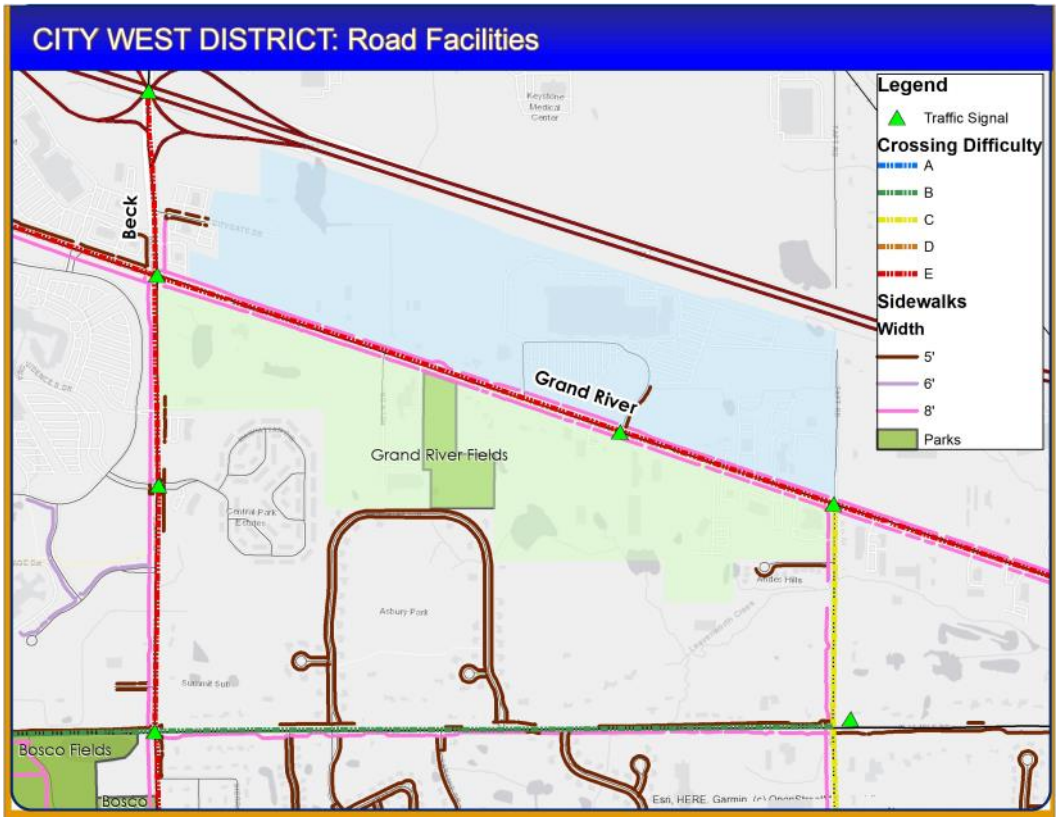


Figure B8: Roads and Sidewalk Facilities map

Beck Road runs north and south, connects with Grand River, and has been identified as a major non-motorized corridor in the City of Novi Non-Motorized Plan. The ITC Trail, depicted below, has been proposed as a regional trail connection crossing Grand River at Beck Road. The Providence Park hospital campus has recently 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 or just outside of City West

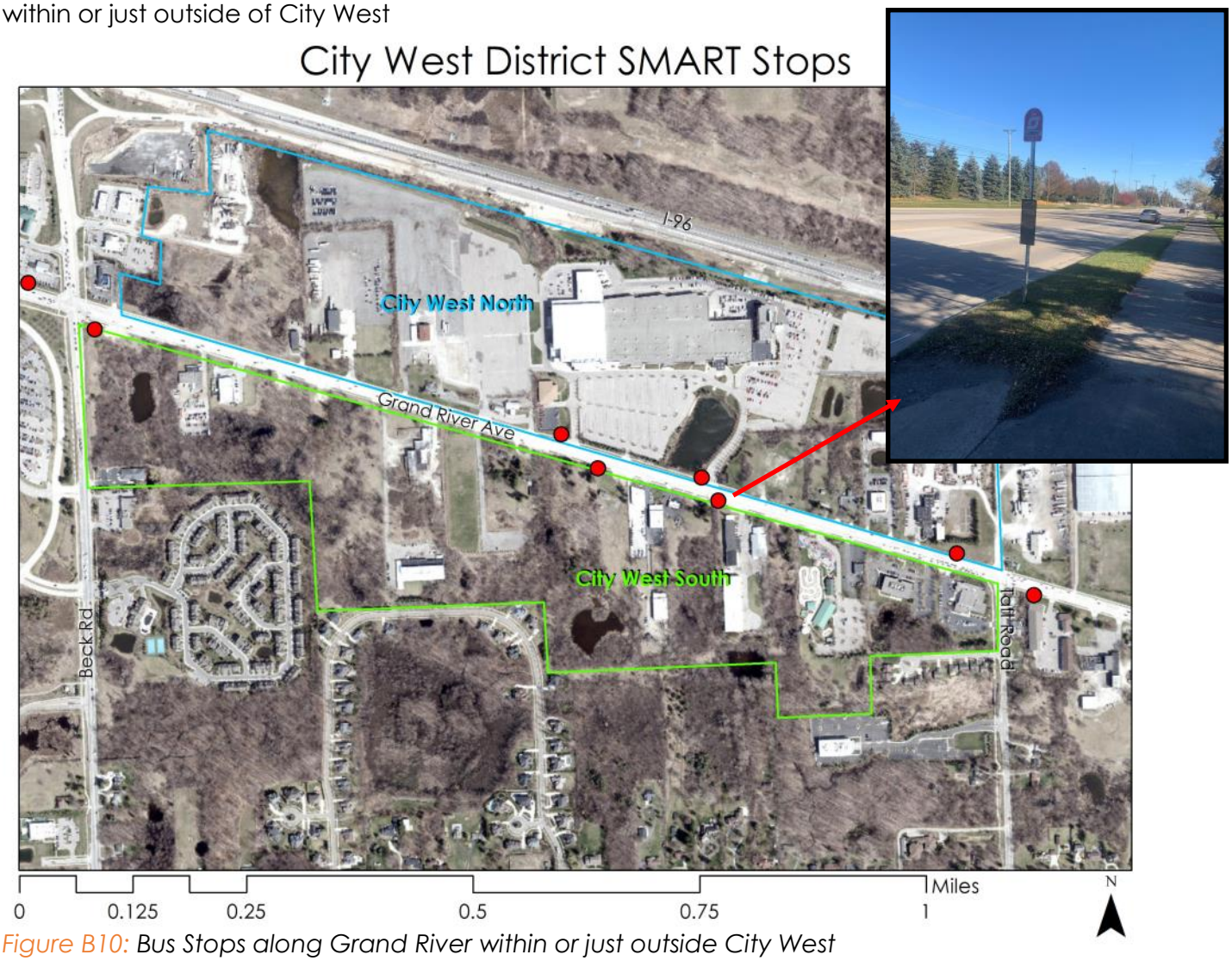


Figure B10: Bus Stops along Grand River within or just outside City West

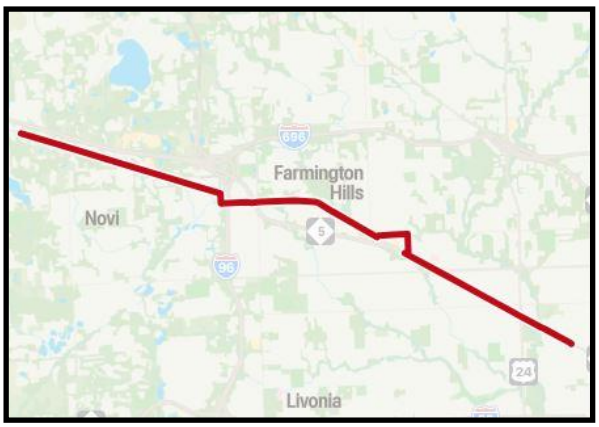


Figure B11: SMART Route 305, courtesy of Apple Maps

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.

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.

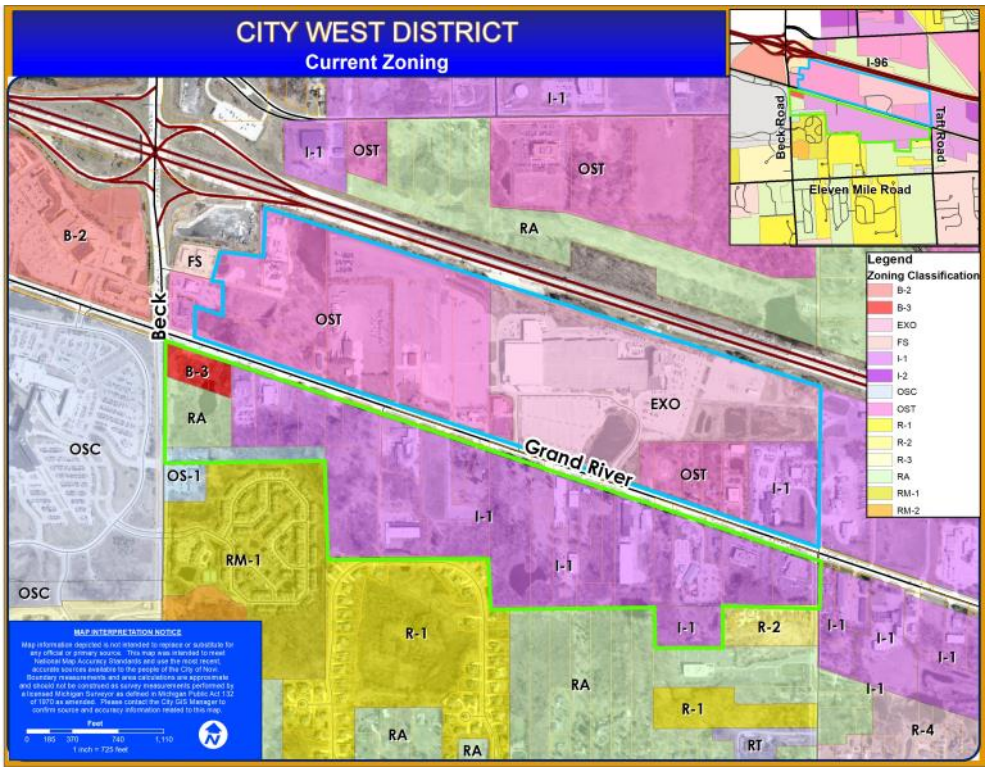


Figure B12: Current Zoning Map of the City West area

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.

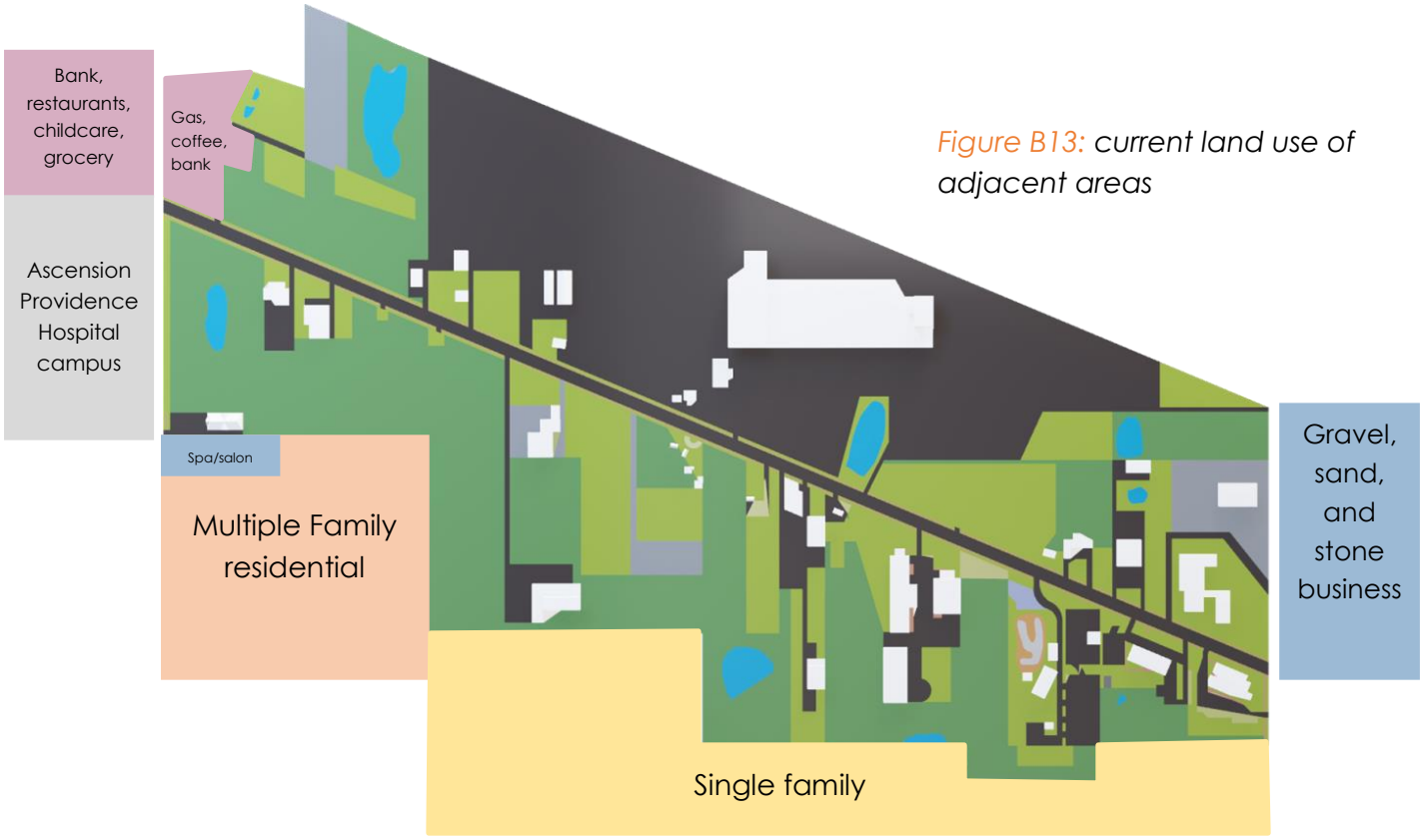


Figure B13: current land use of adjacent areas

B.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.

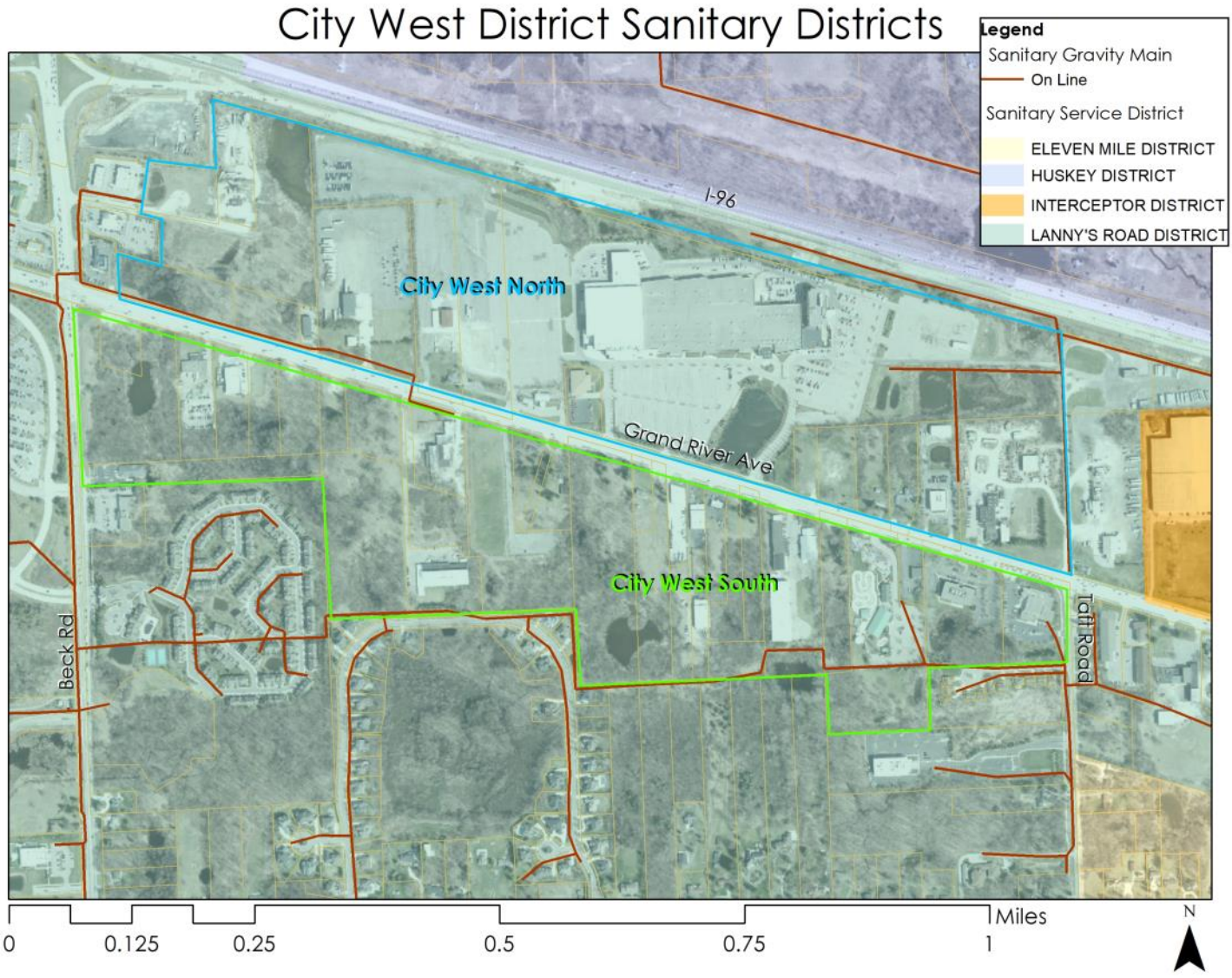


Figure B14: sanitary service districts and sanitary gravity main locations in City West

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 built regional detention.

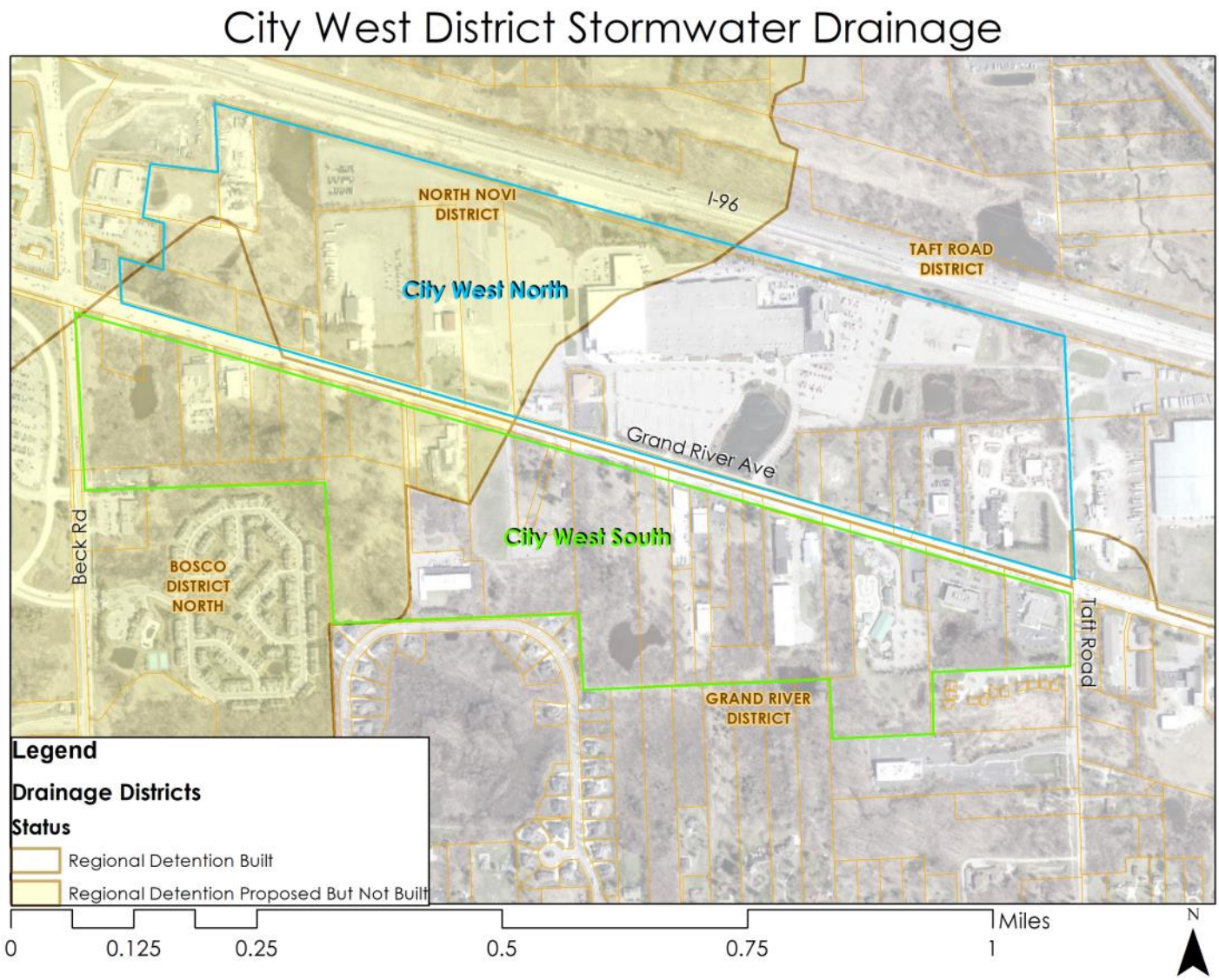


Figure B15: drainage districts and their status in City West

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.

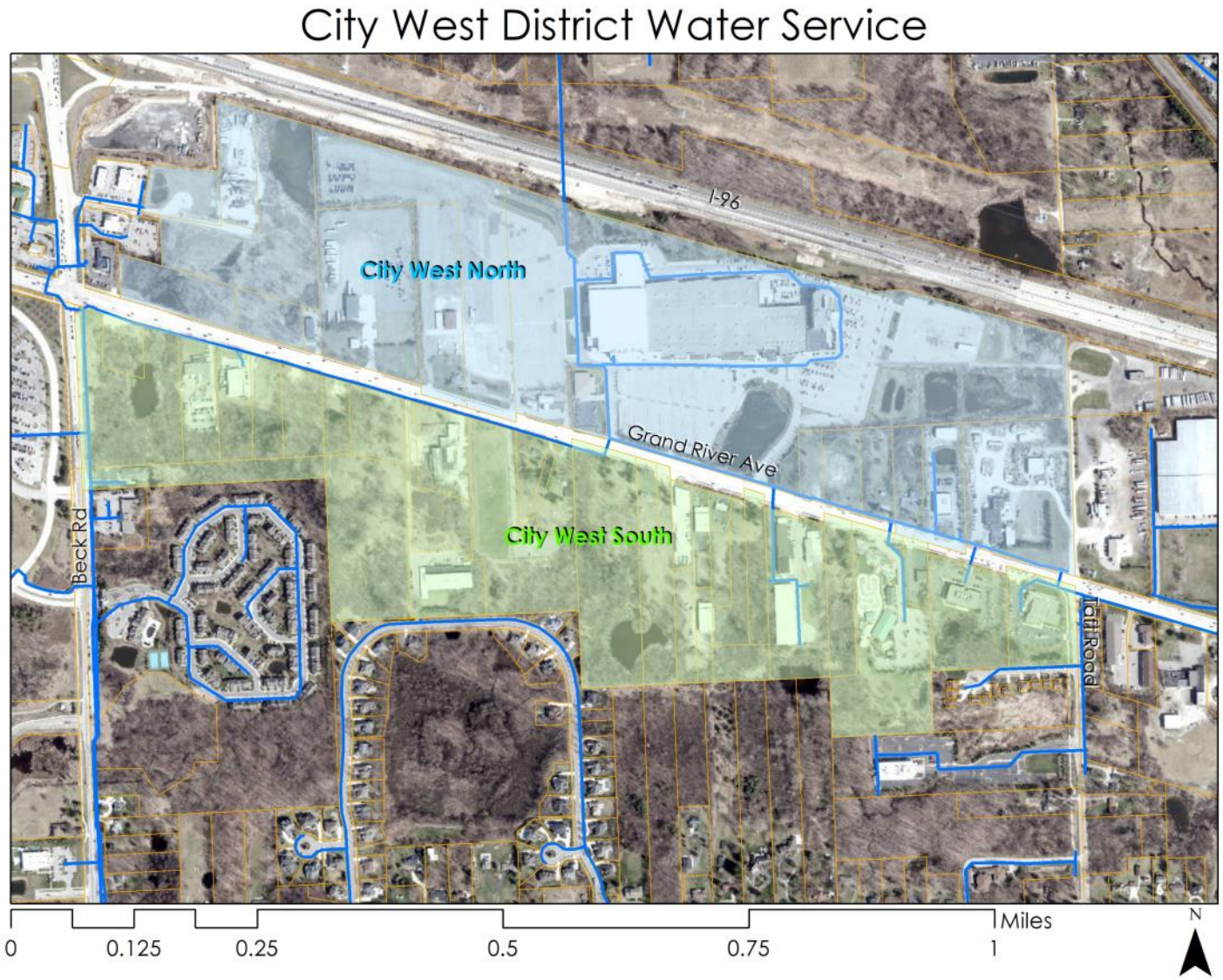


Figure B16: water main locations in City West

C. Vision and Guiding Principles

C.1 General Vision

C.2 Horizontal Mixed Use

C.3 Pedestrian Focus — Street Design

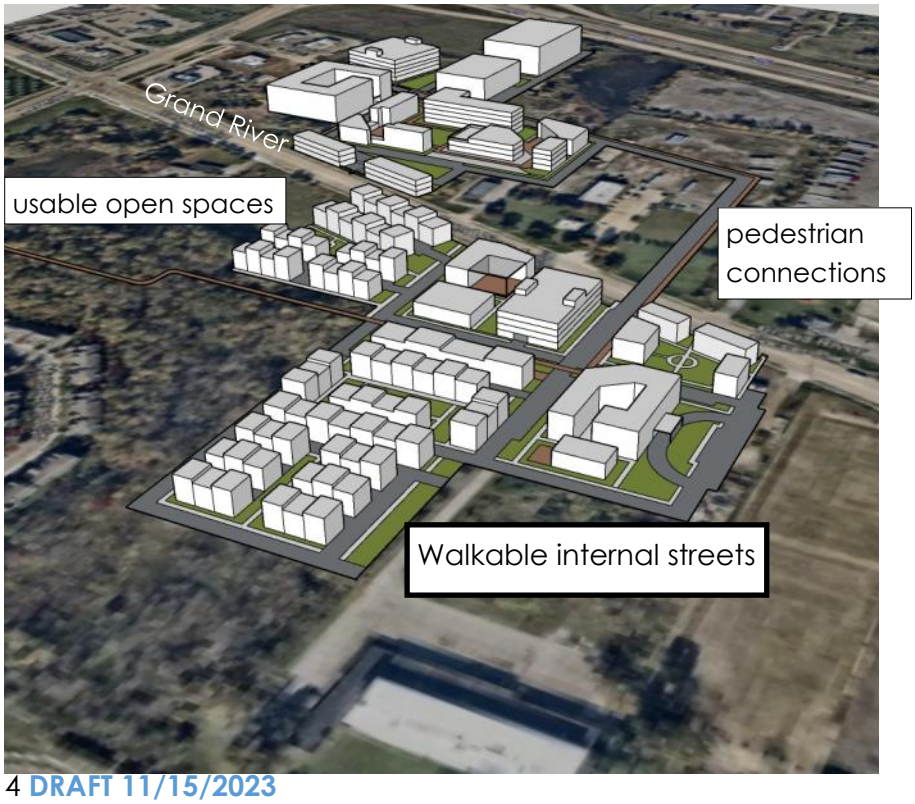
C. Vision and Guiding Principles

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

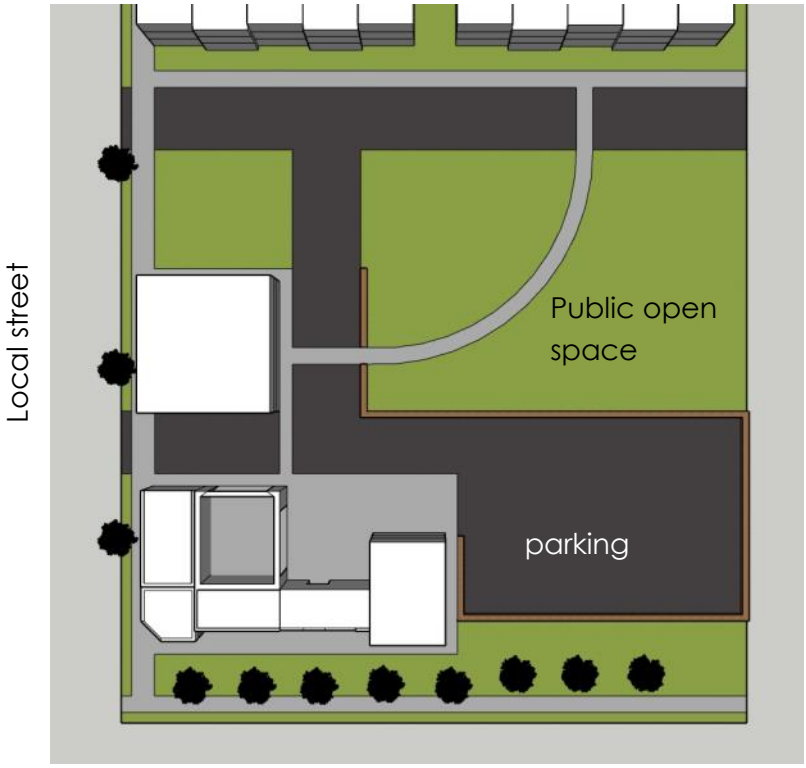
C. Vision and Guiding Principles

C.2 — Horizontal Mixed Use

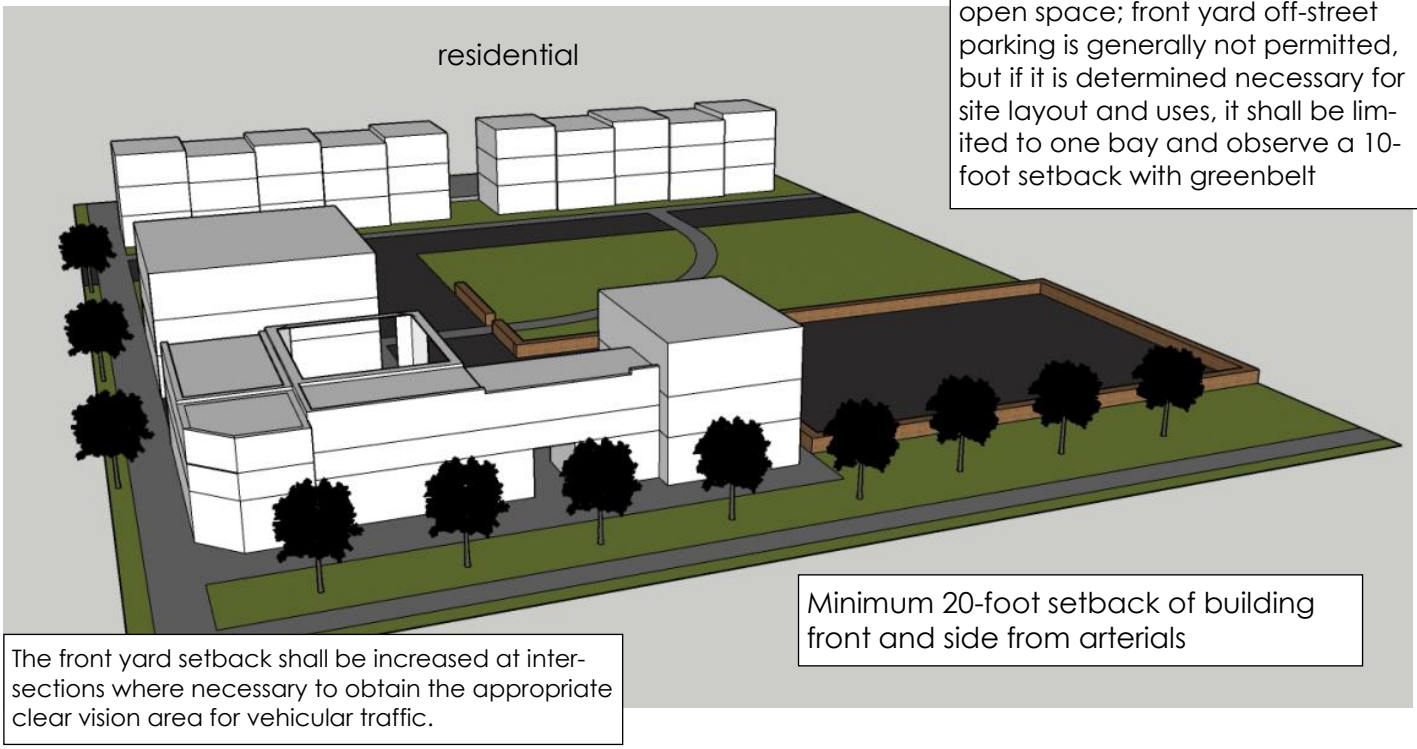
Horizontal mixed-use refers to developments where the site contains separate residential and non-residential buildings, as opposed to vertical mixed-use, where multiple uses are integrated into a single building. Both types of mixed-use developments are encouraged and permitted in the City West District.

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.**



Figures C6 (top) and C7 (bottom): plan views of example horizontal mixed-use model



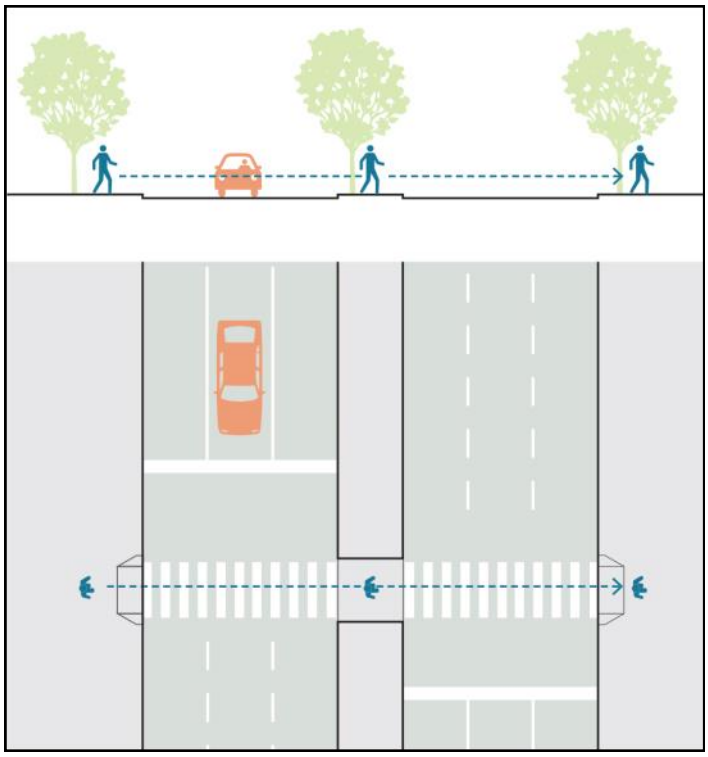
C. Vision and Guiding Principles

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 the 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 available options 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 are expected to align with the development of this denser, pedestrian-focused corridor. To connect the north and south sides of Grand River, there will be options of implementing an at-grade crosswalk with a traffic light or potentially the construction of a pedestrian bridge as seen in Figure C10 below. Further research into feasibility will be required, in addition to looking into possible grants for funding these alternative transportation infrastructure projects.

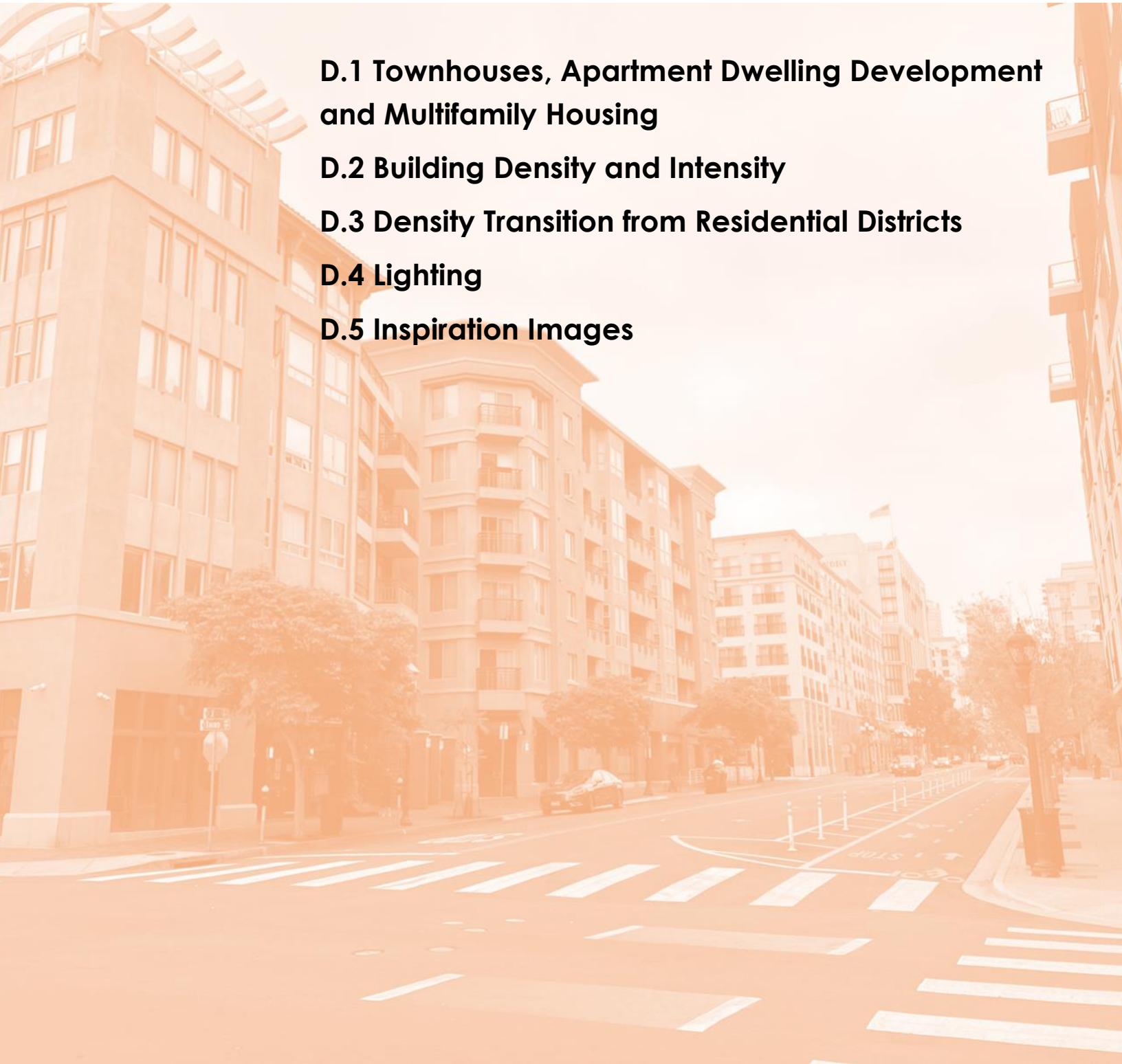
Figure C10: Pedestrian bridge with accessible switchback ramps in Columbia Heights, Minnesota. Photo courtesy of C.S. McCrossan

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

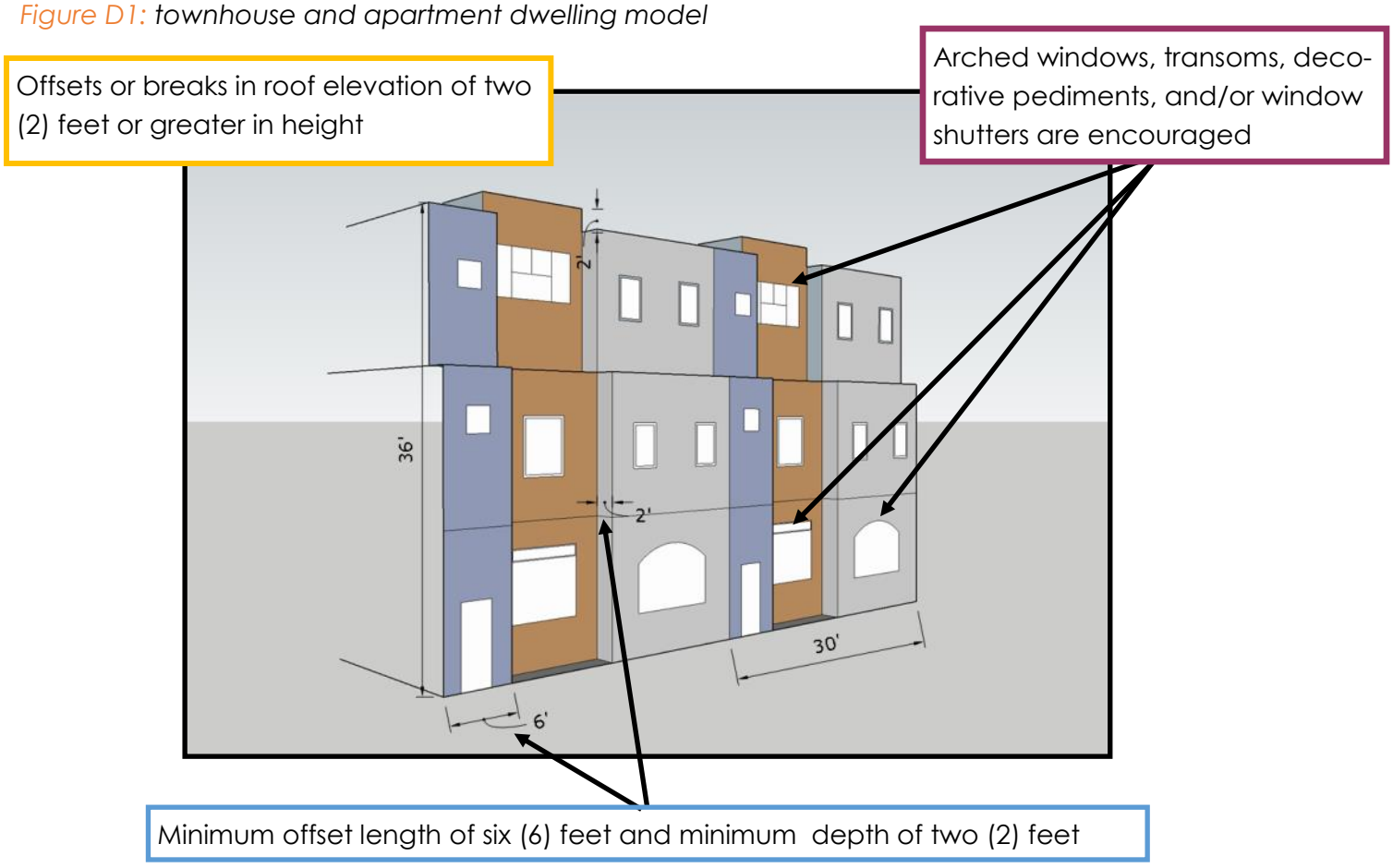
The following text and accompanying images provide guidelines to the development of townhouses, apartment dwellings, and multifamily housing in the MDO.

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 nearby (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

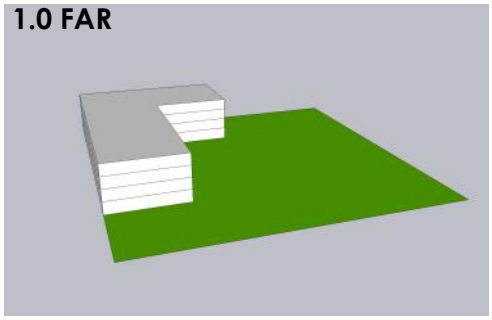
D. Form Based Design/Inspiration Images

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.

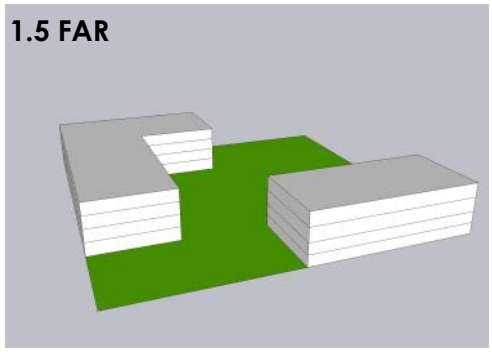
Figure D4: FAR Models depicting potential density available

Single-use buildings in City West South Area →



Four-story building covering a quarter of an acre

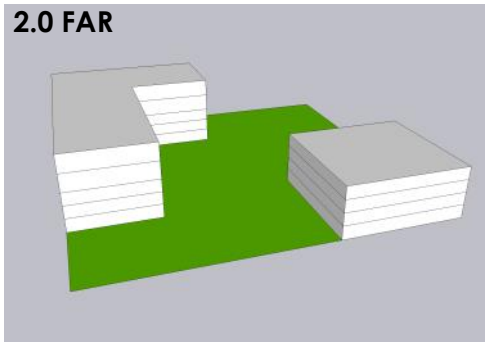
Mixed-use buildings in City West South Area →



Two four-story buildings, one covering a quarter of an acre and the other covering an eighth of an acre

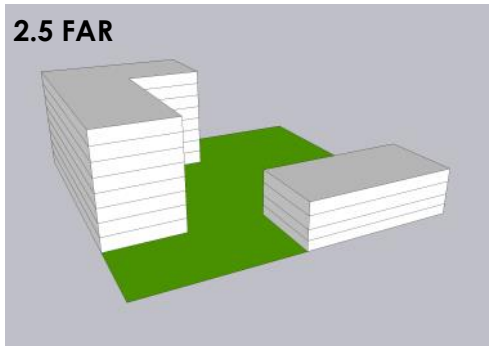
Note that other conditions such as height, parking and open space preservation must be met and may not be accurately portrayed by these models

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

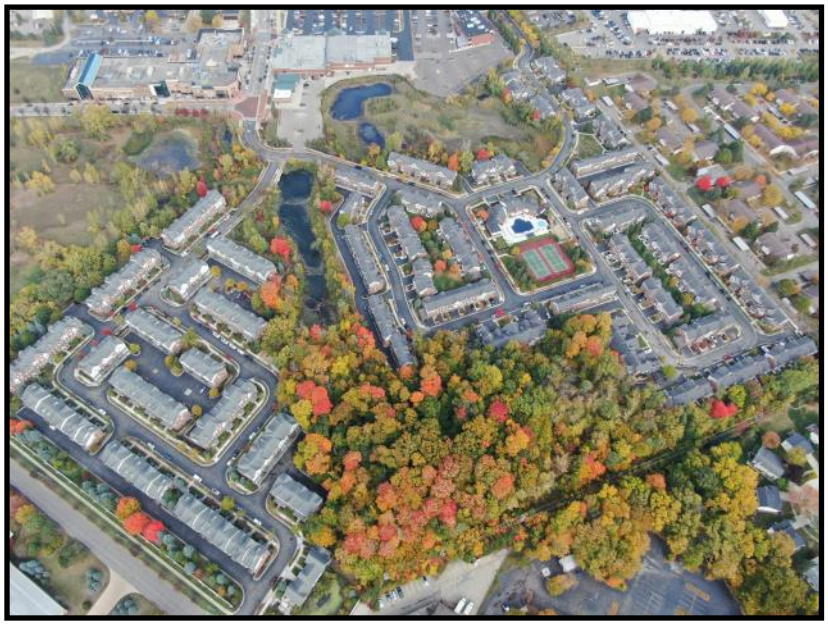
The following table is from the City West Mixed Development Option text and refers to the density of development in the district in terms of dwelling units per acre.

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 approved 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.

Figure D8 (above): rendering of The Bond, Humphreys & Partners Architects

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 a maximum of 30 du/ac, which would allow for a project such as The Bond.

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

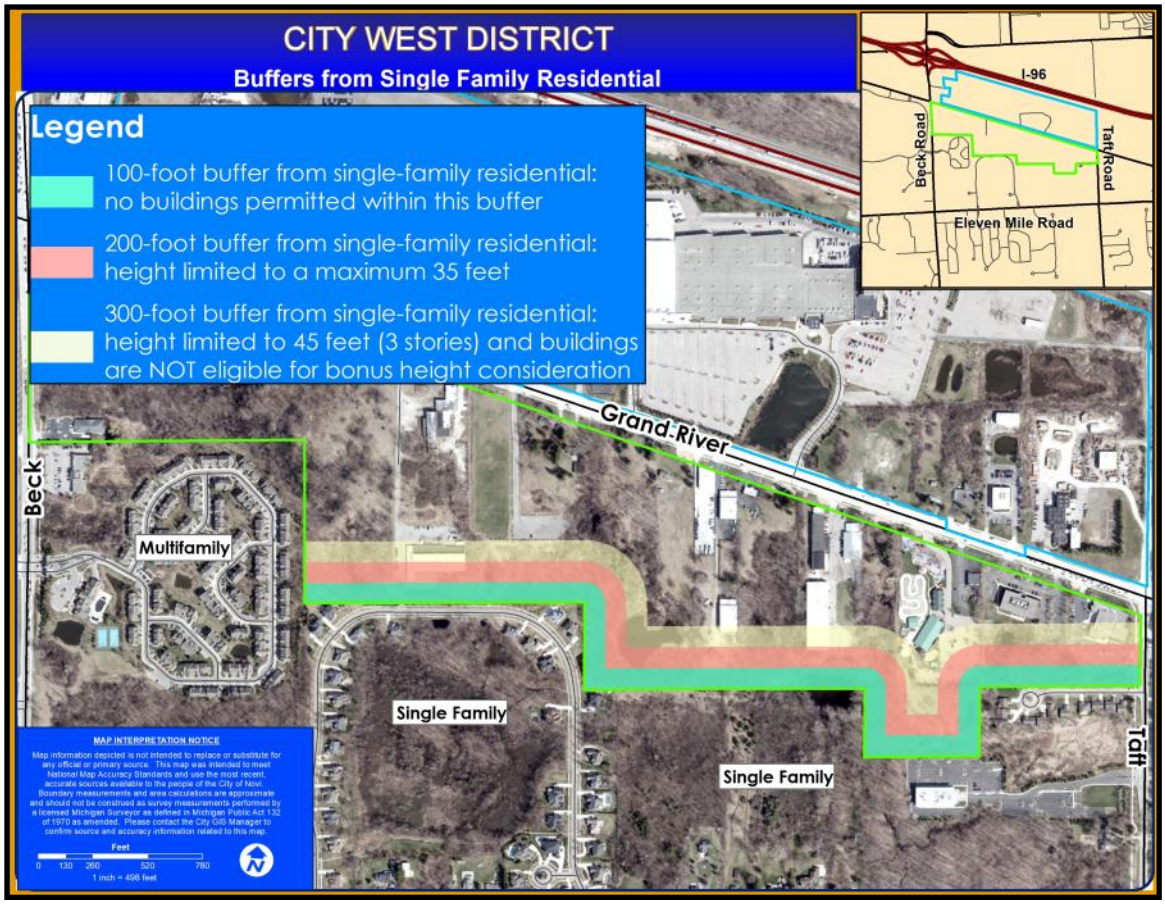


Figure D11: Main Street Village, pictured to the right, is an example of low-rise multi-family that could be built between 100 and 200 feet away from single family residential

D. Form Based Design/Inspiration Images

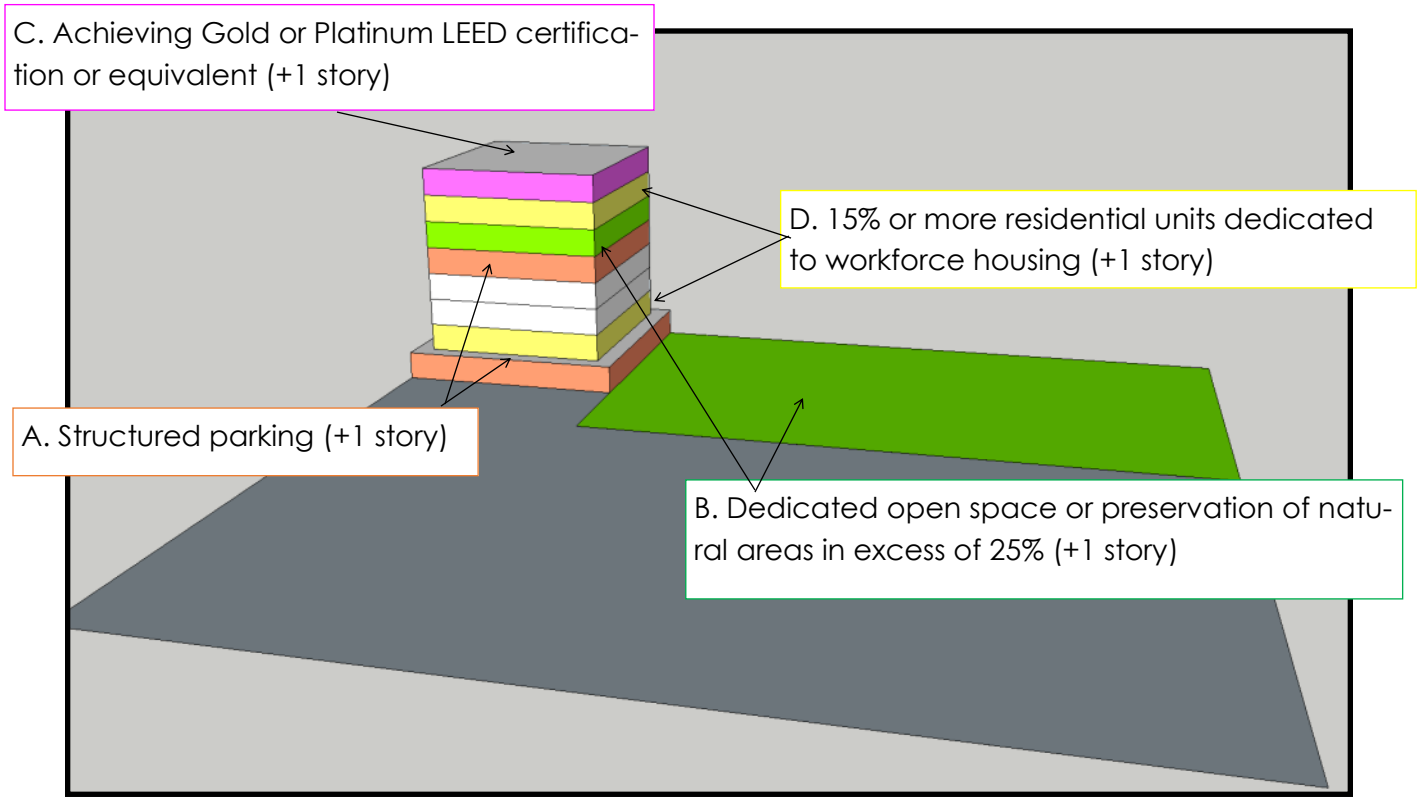
D.4 — Bonus Height

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 the City West North area 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 one-hundred fifteen (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 model



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 then 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.

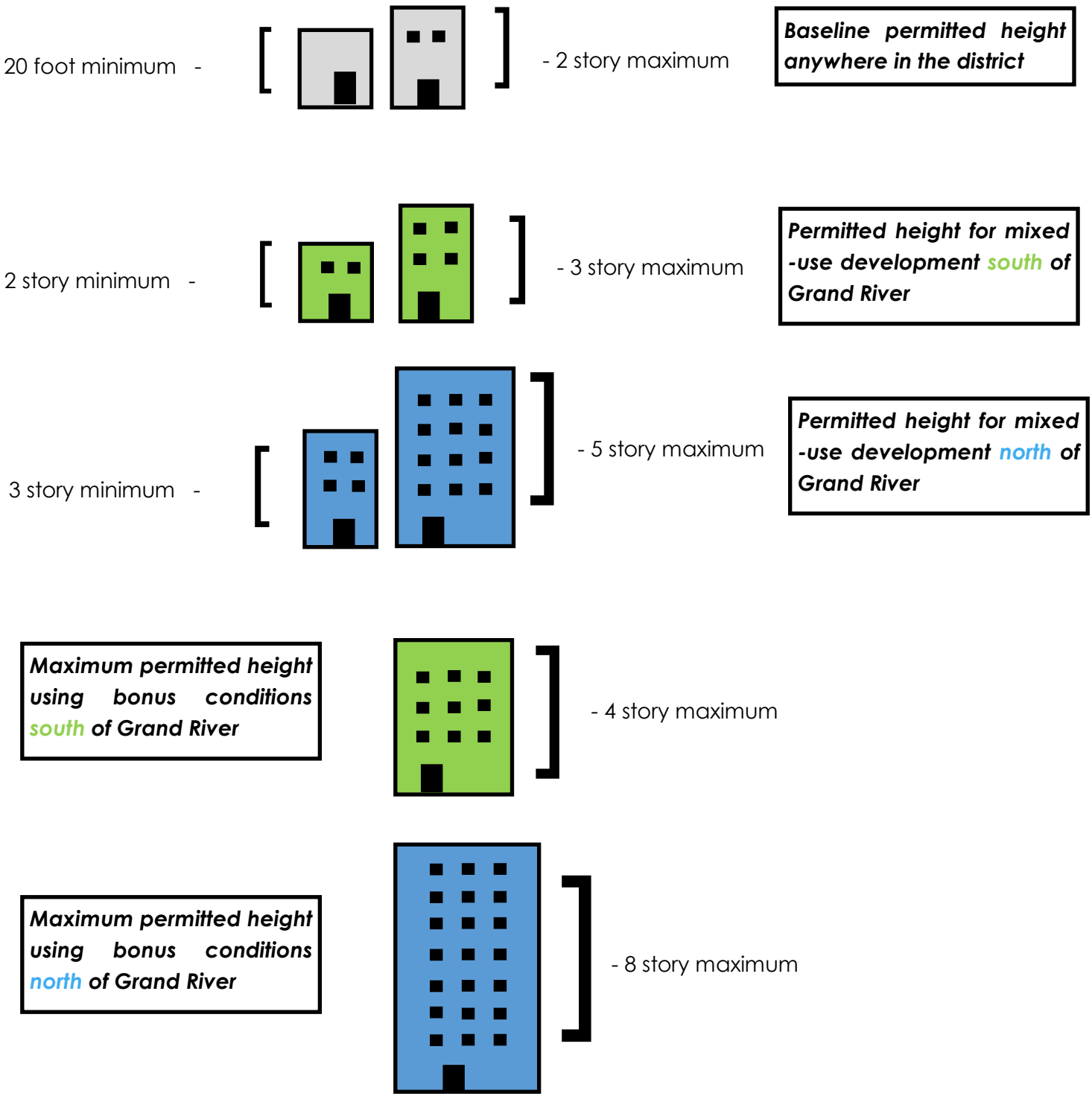
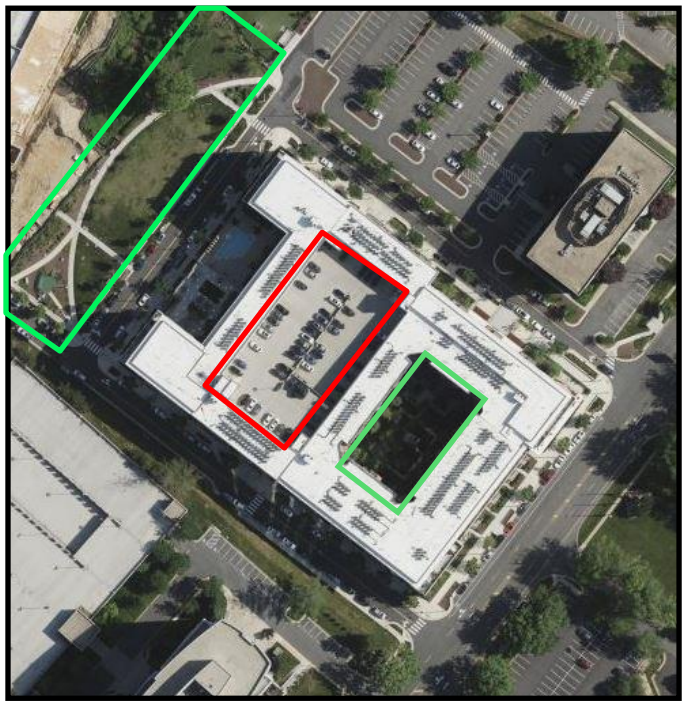


Figure D12: guide to allowable heights in City West

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%.

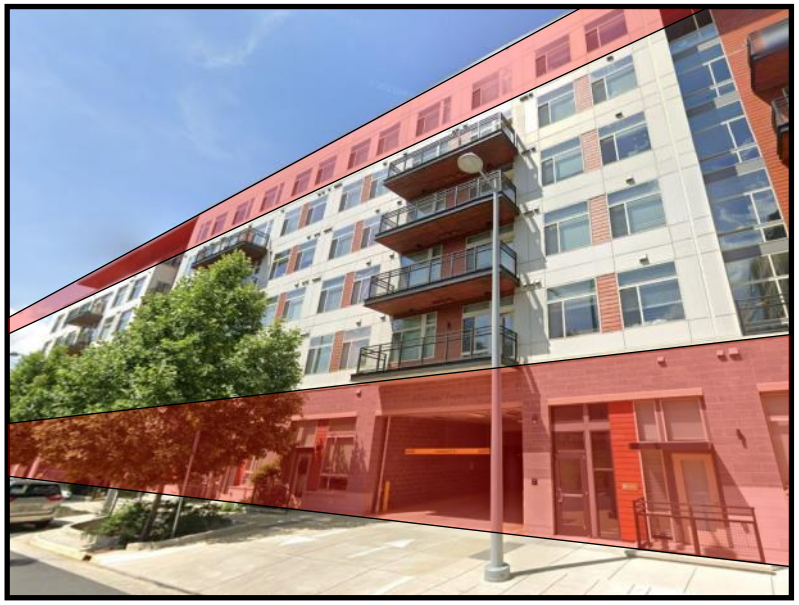


Allowing taller buildings can reduce the footprint and permit greater preservation of natural features

Figure D14: 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

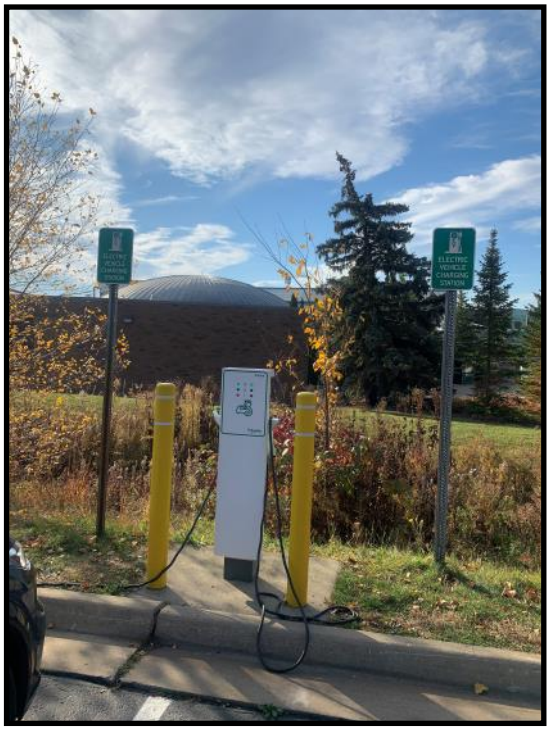


Figure D17: electric vehicle charging stations at the Novi Public Library; see subsection 5.2.15 for details on EV charging stations

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 constructed on a site. 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 fountains and play structures for children, sport courts, picnic areas 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 D21 and D22 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.

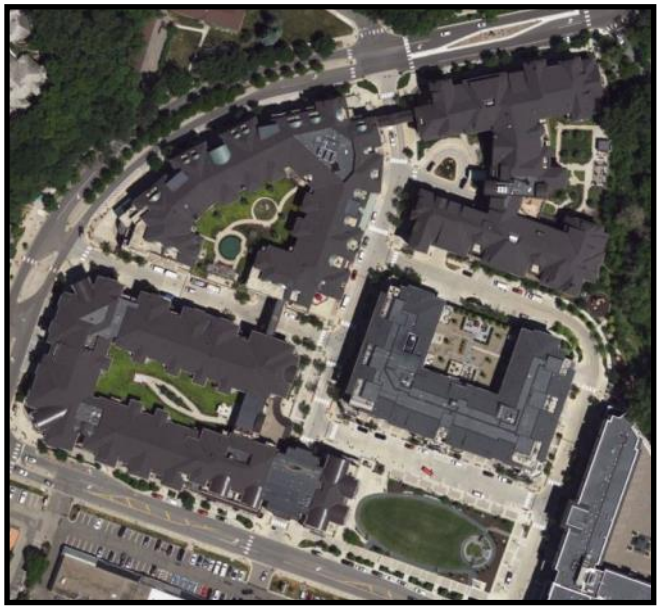


Figure D22: aerial of The Promenade in Wayzata, Minnesota

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/p

E.8 Building Design

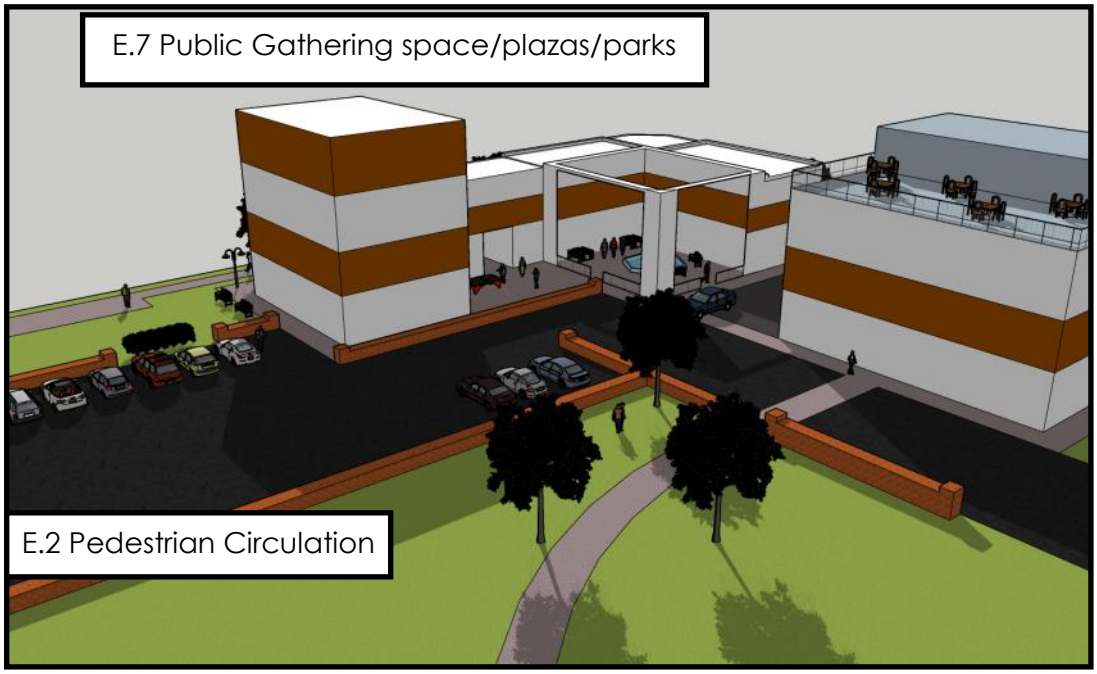
E.9 Parking Structures

E.10 Landscaping

E.11 Greenway Buffers

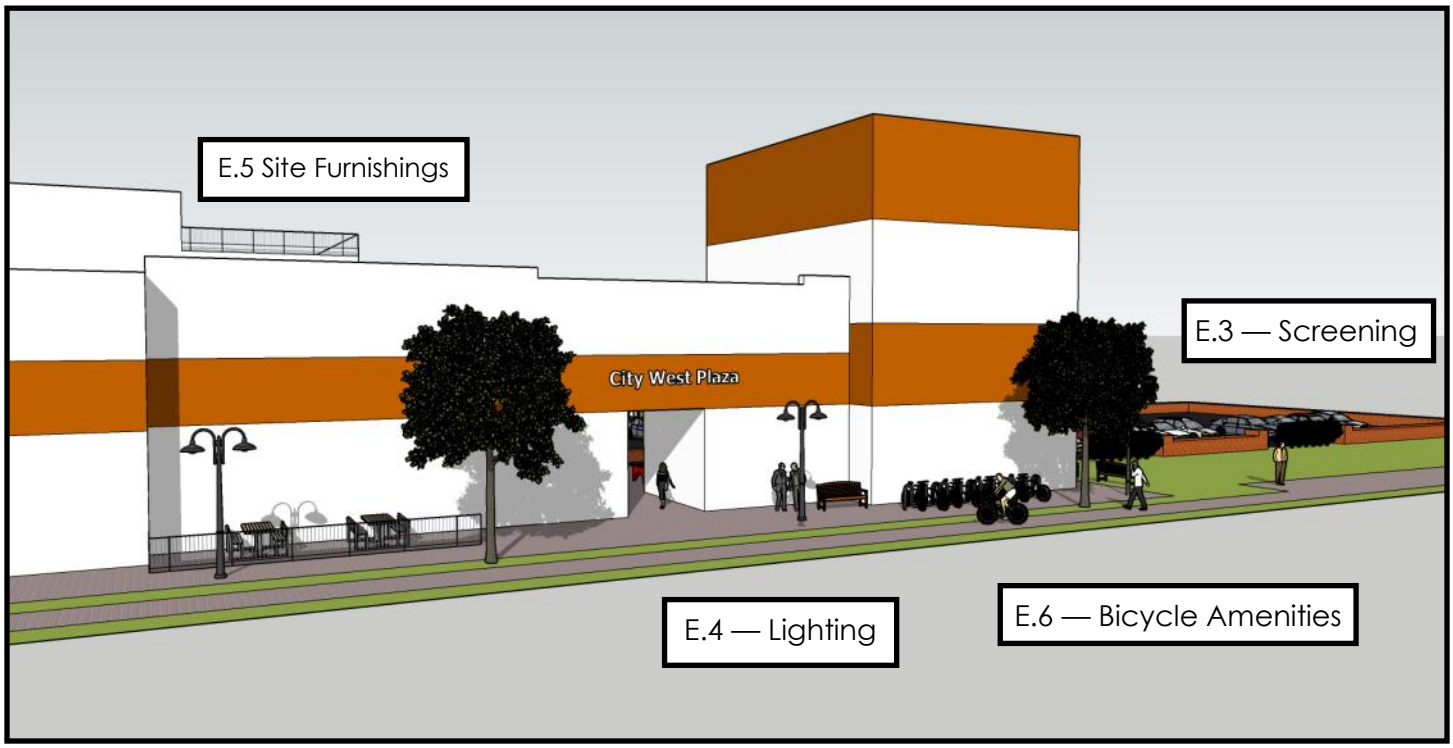
E. Recommended Design Guidelines

Figure E1: model of development with public gathering spaces



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 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 property,** developed or not, has been accomplished.

The Suburban Collection Showplace brings numerous visitors to Novi every year. The uses in the City West District are meant to supplement the visitors and guests of the city with entertainment and restaurant options, and other complementary uses, within a walkable distance.

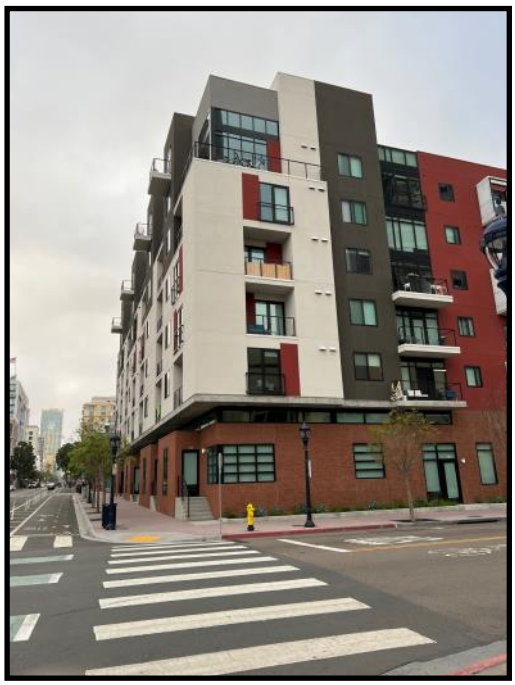
Figure E3 (left): The Hyatt Hotel at the Suburban Collection Showplace in Novi

Configuration and Scale

An **attractive street-level environment** has been achieved that focuses on the **pedestrian experience** and provides public space amenities

Vehicular safety provisions and controls have been 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

NOTE: 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. Recommended Design Guidelines

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.

Figure E10: model showing one entry every 75 feet

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.

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.

E. Recommended Design Guidelines

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.

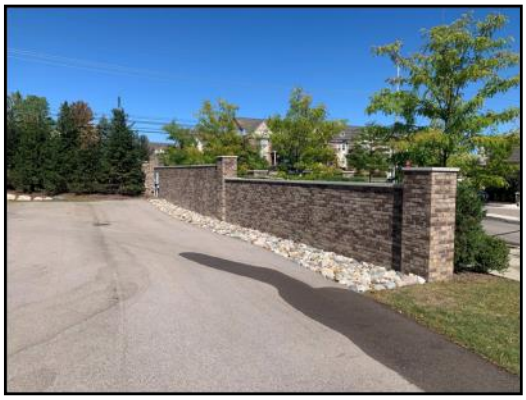


Figure E11: Huntley Manor Apartments in Novi has screening that separates Grand River, a major arterial, from residential units. Both decorative walls and landscaping in the form of trees were used to screen the homes from the street.

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 E12 shows a 2.5-foot brick or stone wall with a landscape break. Figure E13 shows a brick and metal decorative fence.

Figure E12: brick wall with landscape break

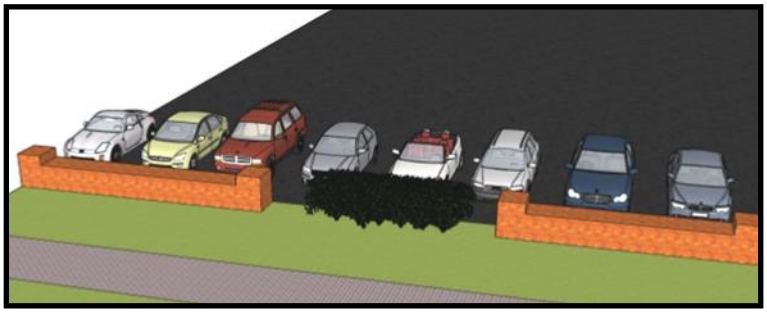
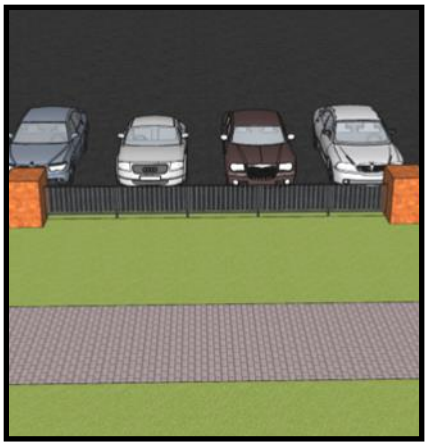


Figure E13: brick with metal fence



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 take recommendation from DTE's latest Outdoor Lighting Catalog to determine both light fixture and light pole.

Lighting and landscaping provided along 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 (below): street view of the Promenade in Wayzata, Minnesota

Figure E15 (above): Monon Greenway in Carmel, Indiana.

The development to the left provides 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 E16: the receptacle shown to the left is encouraged to be used as a site furnishing (DuMor receptacle 107— black)

Figure E17: 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 E18, shown below on the left, exceeds the standards by providing bicycle fix-it stations in addition to the standard bicycle parking.

Figure E18: bicycle parking and fix-it station along the Monon Trail in Carmel, Indiana

Figure E19: 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 E20: 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 E21: Gateway Townhomes in Novi

Figure E22: 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 buildings
- Minimum distance between buildings of 20 feet

Figure E23: 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.

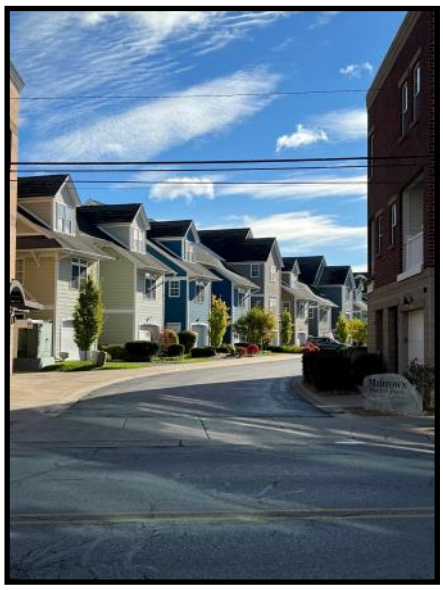


Figure E24: (right) Townhomes as residential infill in Traverse City, Michigan

Compatibility and connectivity are recommended to take high priority in site design. Figure E24 to the right shows a clustering of residential buildings that frames the street. The plaza in Figure E25 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 E25 (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.

Figure E26: Parking structure with screening and high quality material in Ann Arbor

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 E27: 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 E28), or an approved equal alternative that encourages trees' survival with minimal open area.

Figure E28: 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 E29) are encouraged to be used.

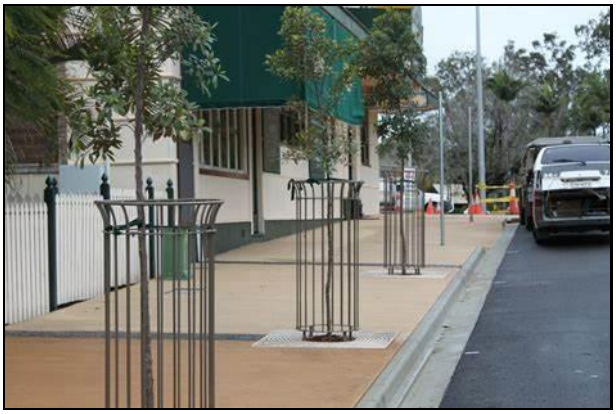


Figure E29 (above): image of tree guards in New Zealand; source: urbaneffects.co.nz

Figure E30 (left): image of a linear pocket park in between townhomes near Richmond, VA

E. Recommended Design Guidelines

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.

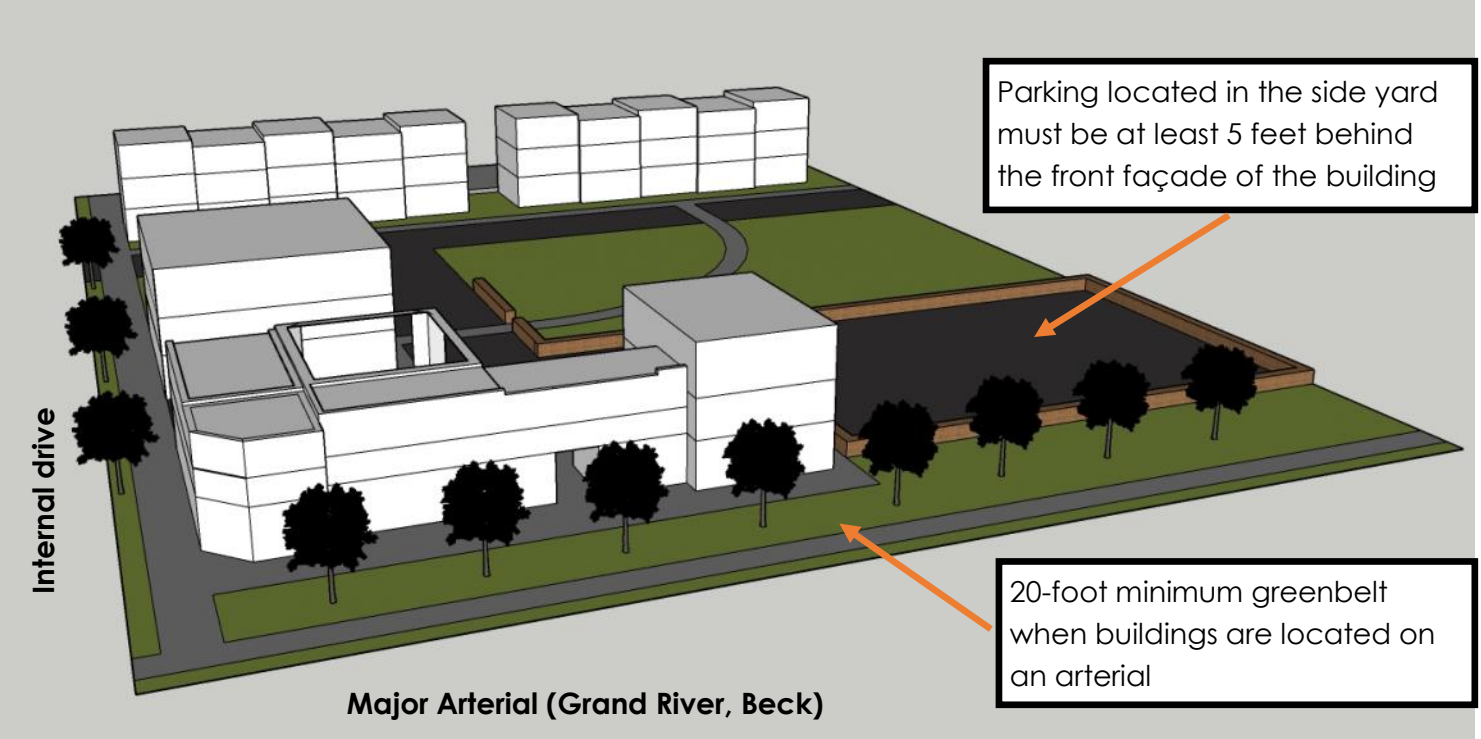


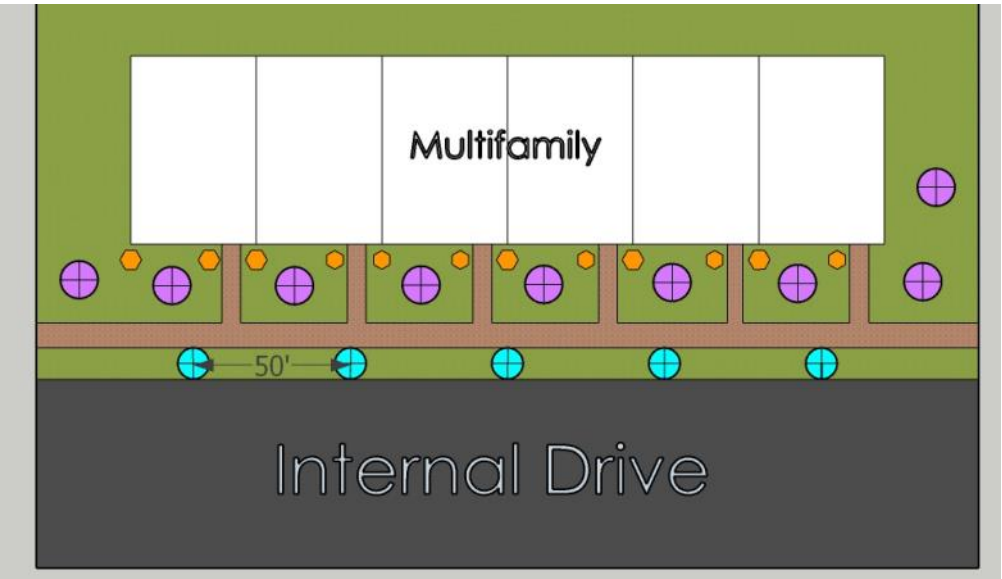
Figure E31: model showing some new landscaping standards for City West

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 E31 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



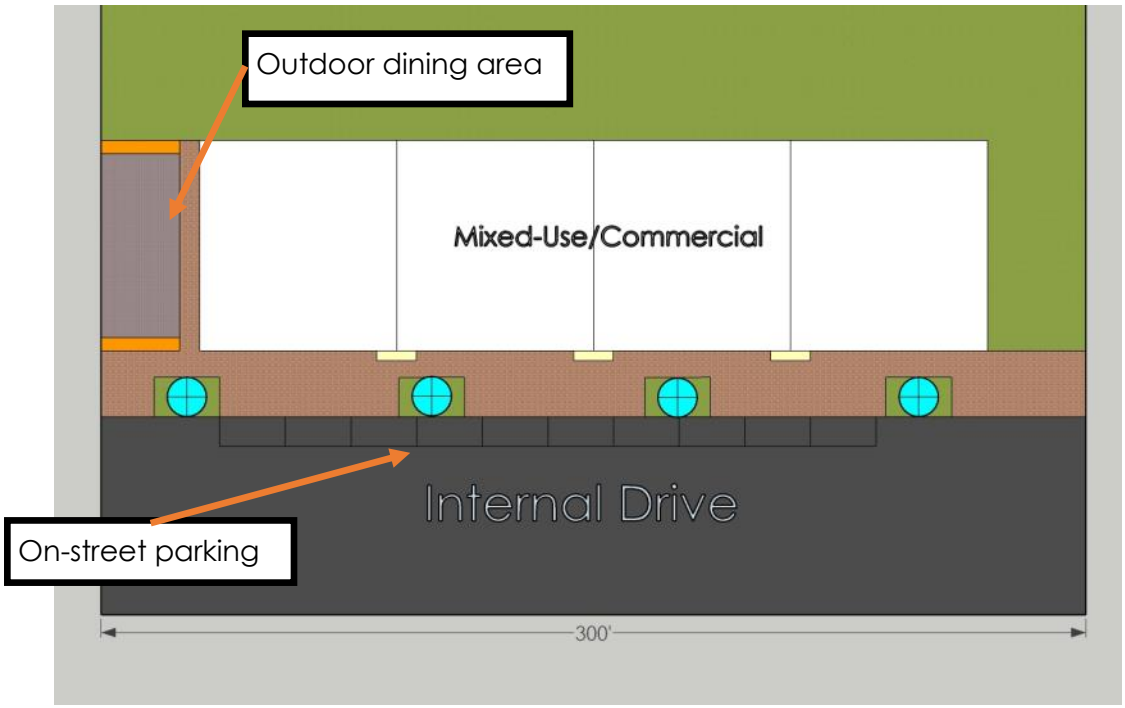
For buildings that are standalone multifamily uses, the tree count will be based on the number of first livable floor units at **1.5 trees per unit**, in addition to **2 shrubs per first floor unit**. Interior street trees shall be placed **one per 50 linear feet.**

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 E32: 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 E33: 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 12 ft or wider, 15% of building frontage shall have foundation landscaping 2-3 feet deep

2016 MASTER PLAN FOR LAND USE

EXCERPT

2016 Master Plan Goals

1. **Quality and variety of housing**. The City of Novi is known for its high-quality residential neighborhoods and should strive to ensure the availability of a wide range of attractive housing choices that are protected from noise, traffic, and other impacts of non-residential development. Encourage the development of neighborhood open space and neighborhood commercial goods and services to minimize motorized travel.
2. **Community identity**. The City's identity is largely based on its high-quality residential neighborhoods and schools, destination retail and convention space, and its parks. The City should supplement that identity by enhancing the preservation of the City's historic resources and expansion of its cultural opportunities. New development of land should continue to be of high-quality design and materials.
3. **Environmental stewardship**. The City of Novi is significantly enhanced by the preservation of natural resources in both residential and non-residential areas. Maintain public and private stewardship of the natural environment through the preservation of open space, protection of woodlands and wetlands, and utilization of low-impact development techniques.
4. **Infrastructure**. Invest wisely into the ongoing maintenance and improvements to existing infrastructure, including utilities and the transportation network. Ensure that new development minimizes the demands placed on the City's existing infrastructure. Support the City's entire transportation network through the development and enhancement of non-motorized transportation facilities and amenities.
5. **Economic development**. The City's developed land, infrastructure, and natural resources are interconnected and collectively impact the daily lives of the City's residents and business owners. The City should strive to maintain the balance between the economy, the environment, and the community to ensure sustainable development that meets the needs of today while ensuring that the needs of future generations can be met.

Objectives

Objectives are grouped by general goal. In many cases, the objectives align with more than one goal. In the Implementation chapter, these alignments are provided as cross-references.

General Goal: Quality and Variety of Housing

1. **Southwest Quadrant.** Maintain the semi-rural character of the southwest quadrant of the City that is created by low-density residential development and undeveloped land.
2. **Twelve Mile-Napier-Wixom Roads Study Area.** Develop the Twelve Mile, Napier, and Wixom Roads Study Area, as identified in the 2008 Master Plan, with a mix of residential, educational, and commercial uses in an aesthetically pleasing manner that is compatible with neighboring land uses and complements the natural environment.
3. **Provide residential developments that support healthy lifestyles.** Ensure the provision of neighborhood open space within residential developments.
4. **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.
5. **Maintain existing housing stock and related infrastructure**.
6. **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.

General Goal: Economic Development / Community Identity

7. **I-96/Novi Road Study Area**. Develop the I-96/Novi Road Study Area in a manner that reflects the importance of this important gateway to the City in terms of its location, visibility, and economic generation. Mitigate impacts to the City's infrastructure. (See page 125)
8. **City West/Grand River & Beck Road**. Develop the City West/ Grand River Avenue and Beck Road area in a manner that supports and complements neighboring areas. (See page 126)
9. **Pavilion Shore Village.** Develop a cohesive mixed use village that complements the surrounding neighborhood. (See page 112)
10. **The Anglin Property.** Foster development of a mixed-use district that complements Novi Town Center. (See page 118)

General Goal: Community Identity

11. **Maintain quality architecture and design throughout the City**. Set high standards and promote good examples for use of public property through the City's actions.
12. **Create a stronger cultural presence and identity for the City by working with the Novi Historical Commission and other groups to preserve historic structures and creating gathering places for residents and community activity**.

General Goal: Environmental Stewardship

13. **Protect and maintain the City's woodlands, wetlands, water features, and open space**.
14. **Increase recreational opportunities in the City.**
15. **Encourage energy-efficient and environmentally sustainable development through raising awareness and standards that support best practices**.

General Goal: Infrastructure

16. **Provide and maintain adequate water and sewer service for the City's needs**.
17. **Provide and maintain adequate transportation facilities for the City's needs**. Address vehicular and non-motorized transportation facilities.

General Goal: Economic Development

18. **Retain and support the growth of existing businesses and attract new businesses to the City of Novi**.

General Goal: Economic Development / Community Identity

19. **Ensure compatibility between residential and non-residential developments.**

Future Land Use Descriptions

The **Future Land Use Map FLU-1** is shown on page 47. Land use designation descriptions modified in this 2016 Master Plan Update are indicated in **green text and are referenced in the overall Map FLU-6 at the end of this chapter.**

Single-Family Residential

This land use is designated for single-family detached residential. The recommended density or the number of dwellings per acre varies throughout the City. Higher density residential land use is designated in areas that transition to commercial or light industrial developments. Refer to the **Residential Density Map FLU-2** for specific density recommendations. **The property now developed as Berkshire Pointe has been changed from a designation of Community Commercial to Single-Family Residential.**

Manufactured Home Residential

This land use is designated for housing within a manufactured housing community, created according to the regulations in the Manufactured home Commission Act. Housing in these areas is manufactured in a factory, brought to the site, and in most cases placed on property leased from a park operator.

Multiple-Family Residential

This land use is designated for multiple-family residential dwellings in a variety of settings, ranging from two-family dwellings to low-rise and high-rise apartment complexes. Refer to the Residential Density Map for specific density recommendations.

Suburban Low Rise

This land use is designated for suburban low rise uses including attached single-family residential, multiple-family residential, institutional and office uses when developed under a set of use and design guidelines to keep the residential character of the area and minimize the effect that the transitional uses would have on nearby single-family residential properties.

Community Office

This land use is designated for small- and medium-scale office uses that primarily serve the residents of the City. The area may also include facilities for human care and indoor or outdoor recreation.

Office Commercial

This land use is designated for a variety of medium-scale and large-scale general and medical office buildings or complexes with limited personal service and retail uses. The area may also include facilities for human care, hotels, motels, higher education and indoor or outdoor recreation.

Office, Research, Development and Technology

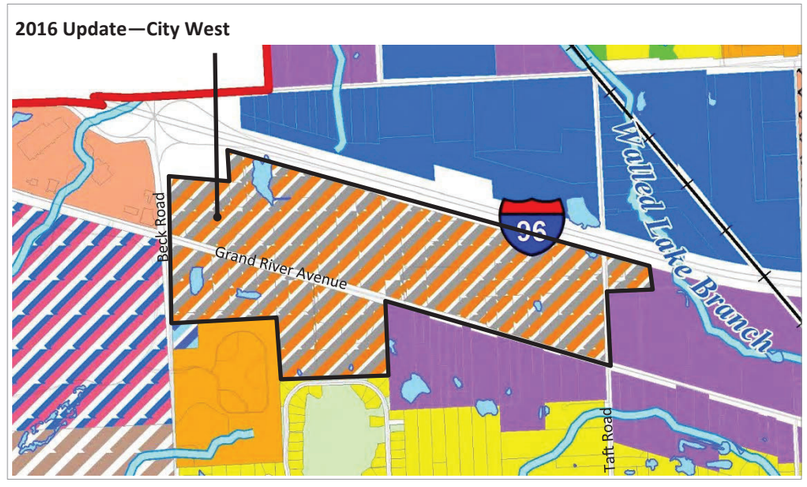
This land use is designated for a variety of medium-scale and large-scale general and medical office buildings or complexes and research, development and technology facilities, with or without related manufacturing or warehouse facilities. The area may also include facilities for office, research and development support services, human care, hotels, motels, higher education and indoor or outdoor recreation. **In addition, this designation incorporates the former Office, Research, Development, and Technology with Retail Service Overlay (see text that follows) that may allow a limited amount of retail services in appropriate locations to serve the employees and visitors of these use areas, including but not limited to fuel stations, car washes, restaurants (including drive-through) and convenience stores as implemented through the Zoning Ordinance.**

Office, Research, Development and Technology with Retail Service Overlay—Deleted (2016 update) This land is now a part of the City West land use planning category.

City West (2016 update)

This land use is designated to accommodate a mix of uses in a dense, walkable setting. It is anticipated that this area will attract young professionals and empty nesters looking for more dense housing options along with vibrant retail, restaurant, entertainment, and office uses. Typical building heights will range from two to five stories. Additional building height, up to ten stories, is envisioned along the I-96 frontage. This may require structured parking and enhanced pedestrian linkages will be important. A system of local and collector streets will be established to connect sites and provide additional parking. Ground floor retail, restaurant, and entertainment uses are envisioned throughout the area, and should be included in structured parking to maintain an interesting, continuous street life for pedestrians.

2016 Update—City West



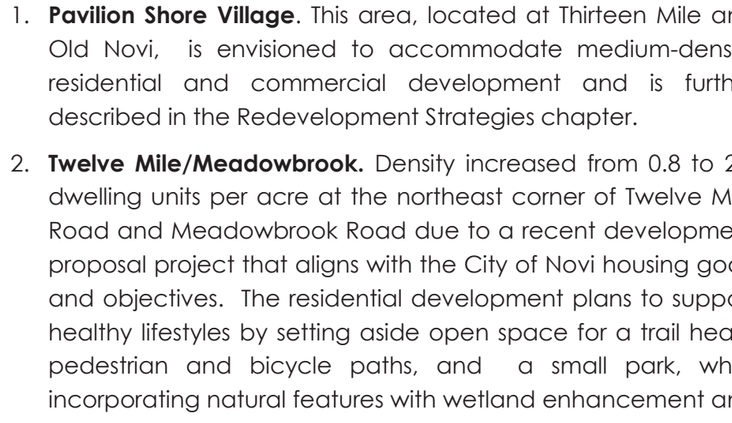
Local Commercial

This land use is designated for convenience shopping for residents within nearby neighborhoods. It includes retail, personal service establishments, and small offices.

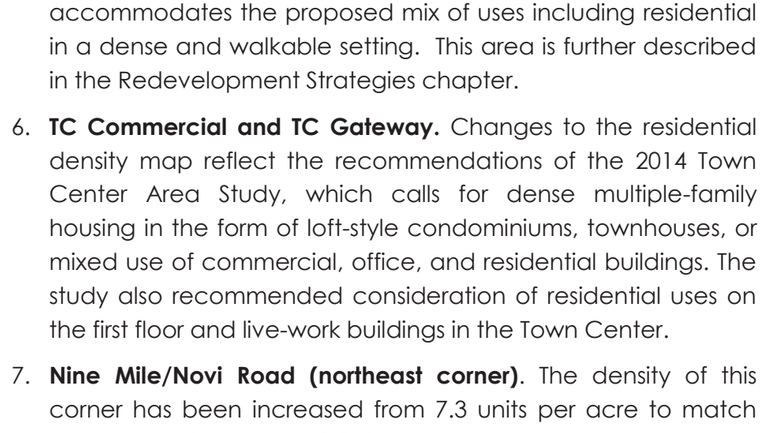
In order to provide for a greater variety of housing types, the 2016 Master Plan update provides seven notable changes to the residential density map. These changes are highlighted on **Residential Density Update Map FLU-3** on the following page.

1. **Pavilion Shore Village**. This area, located at Thirteen Mile and Old Novi, is envisioned to accommodate medium-density residential and commercial development and is further described in the Redevelopment Strategies chapter.
2. **Twelve Mile/Meadowbrook.** Density increased from 0.8 to 2.5 dwelling units per acre at the northeast corner of Twelve Mile Road and Meadowbrook Road due to a recent development proposal project that aligns with the City of Novi housing goals and objectives. The residential development plans to support healthy lifestyles by setting aside open space for a trail head, pedestrian and bicycle paths, and a small park, while incorporating natural features with wetland enhancement and a context-sensitive greenbelt along Meadowbrook Road.
3. **PD2.** Not included on the 2004 density map, this area is planned for 20.7 units per acre to permit development that complements the high-intensity commercial uses nearby.
4. **Berkshire Pointe**. This area was once designated for commercial use and has been added to the residential density map to reflect rezoning and development that occurred after the previous plan.
5. **City West.** The future land use designation City West provides for mixed use development, including a high residential density of 20 dwellings/acre south of Grand River and 30 dwellings/acre north of Grand River near the freeway. This density accommodates the proposed mix of uses including residential in a dense and walkable setting. This area is further described in the Redevelopment Strategies chapter.
6. **TC Commercial and TC Gateway.** Changes to the residential density map reflect the recommendations of the 2014 Town Center Area Study, which calls for dense multiple-family housing in the form of loft-style condominiums, townhouses, or mixed use of commercial, office, and residential buildings. The study also recommended consideration of residential uses on the first floor and live-work buildings in the Town Center.
7. **Nine Mile/Novi Road (northeast corner)**. The density of this corner has been increased from 7.3 units per acre to match the adjacent density of 9.3 dwellings per acre.

As noted in the Build-Out Analysis and the **Residential Density Update Map FLU-3** (see following page), high density mixed use areas such as City West and TC Gateway are planned to permit concentrated density in selected locations, but there is a limit to the number of new units based on infrastructure limitations and City policy. See page 49 for residential unit limits in mixed use areas.



Dense and walkable with access to nearby amenities, Mainstreet Village is an example of Missing Middle housing in Novi.



The existing Hyatt Place hotel at the Suburban Collection Showplace is similar in scale and impact on utility service as many of the use options proposed for the interstate-adjacent portion of City West.

Images above: This courtyard development with adjacent live-work units designed by Niko Tiula won Opticos Design's Michigan Missing Middle Housing design competition in 2015. It offers higher density and mixed use at a modest scale.

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

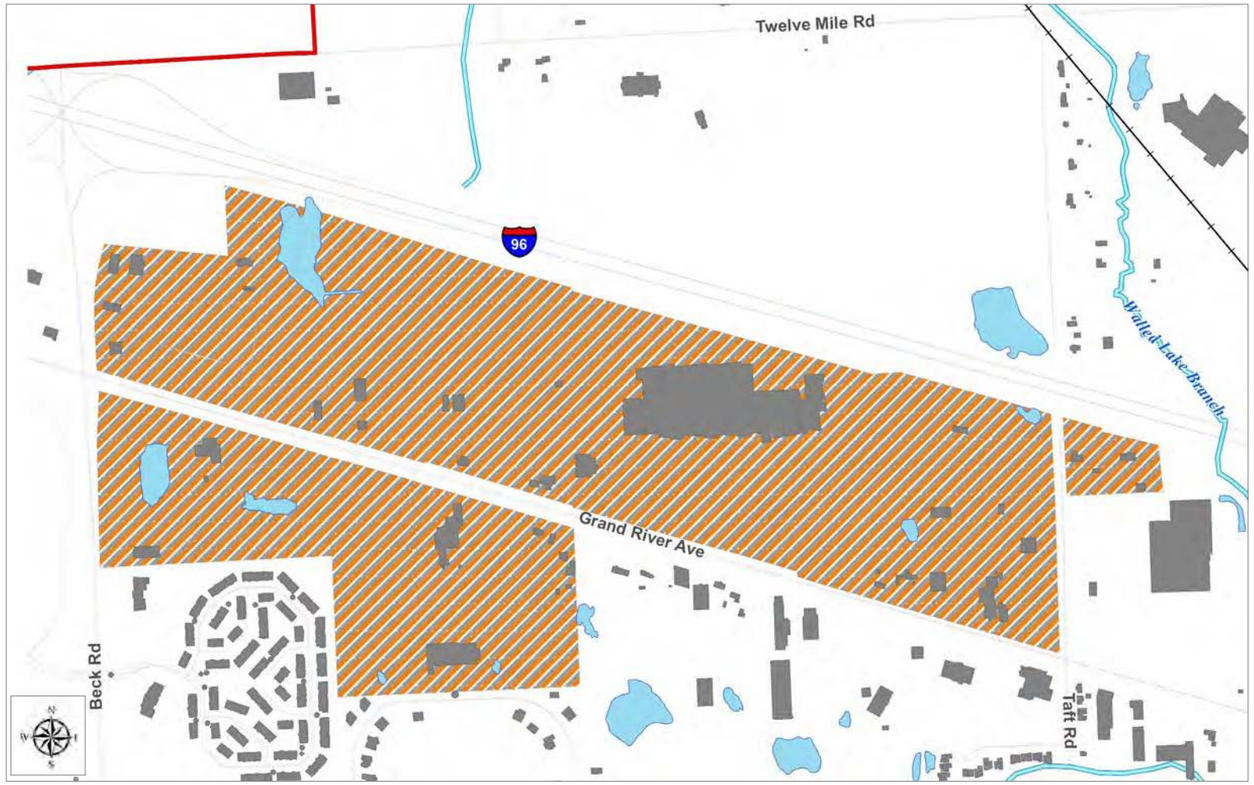
The residential components of City West should provide unique housing types, with an emphasis on types currently undersupplied in the City. In general, residential uses will be located above commercial uses, and all residential north of Grand River should be on the second floor or higher. Some ground 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.

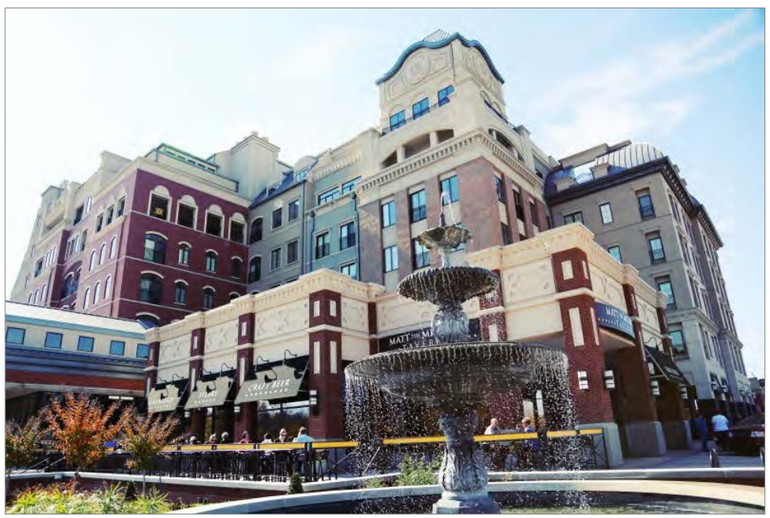
Transportation

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.

LANDSCAPING STANDARDS EXCERPT

minimize paved areas and other run-off areas, and to maximize the areas devoted to attractively designed and well-maintained landscapes.

2. **Landscape Plan Required.** A landscape plan shall be submitted for:

   - any new commercial or residential development
   - any addition to an existing building that is equal to or greater than a 25% percent increase in the overall square footage of the building or 400 square feet, whichever is less.
   - Any increase to an existing parking lot of 10 spaces or more (or equivalent area), or 10% of the existing paved area, whichever is less.

   With the exception of Section 5.5.3.F, Individual (Non-Subdivision/Non-Site Condominium) Single-Family Street Tree Requirements, an owner of a single-family home-site shall not be required to comply with the provisions of this section.

   All landscape plans shall be prepared in accordance with the requirements of this Ordinance and the requirements of the City of Novi "Landscape Design Manual," as adopted by the City Council by resolution and which may similarly be amended by Council resolution from time to time.

   General Landscape Notes:

   - For all numerical calculations, round the required square feet or number of plants to the nearest whole number
   - Trees are to be located at least 10 feet away from utility structures including catch basins and manholes, and should be at least 5 feet away from underground utility lines whenever possible.
   - Plantings may be in formal or informal arrangements

3. **Landscape Requirements.**

   A. Residential Adjacent to Non-Residential

   i. Intent. To make provision for a visual buffer strip in each zoning and use classification when a non-residential use abuts or is adjacent to any residential zoning district.

   ii. Requirements for Obscuring Landscaped Earth Berms and Walls. In all locations where non-residential uses abut or are adjacent to any residential district (RA, R-1, R-2, R-3, R-4, RT, RM-1, RM-2, MH and any TC district where developed for residential purposes), an obscuring landscaped earth berm and plantings, as described, shall be proposed, installed and maintained in connection with any development or use identified below. *See below.*

Use Abutting Residential	Required Berm or Wall Height
New Multi-family residential or Mobile Home adjacent to SF residential	6 ft. to 8 ft. high
Parking	4 ft. 6 in. to 6 ft. high
Special Land Use (churches, schools, nursery schools, day care centers, uses where special land use approval is required)	4 ft. 6 in. to 6 ft. high
Office Service/Tech, R&D	4 ft. 6 in. to 6 ft. high
Commercial	6 ft. to 8 ft. high
EXPO, EXO district	8 ft. to 10 ft. high
Conference	8 ft. to 10 ft. high
Freeway Service	8 ft. to 10 ft. high
Town Center (Non-residential use)[1]	6 ft. high wall
Industrial (I-1 and I-2 districts)	10-15 ft. ht. berm, 6 ft. crest width, 80% winter/90% summer opacity (See Section 3.14.5.C and E)
Auto Wash, Drive-In Restaurants, Service Stations, and Planned Commercial Centers and Regional Shopping Centers	10 ft. to 15 ft. high wall or landscaped berm with 6 foot wide crest
Hospital-Ambulance and Delivery Areas	6 ft. high
Utility Buildings, Stations, and/or Substations	6 ft. high

1: Applies when residential sections of TC or TC-1 abut non-residential uses within the same development or other adjacent TC or TC-1 developments' non-residential sections.

iii. Exceptions. Obscuring landscaped berms and walls are not required to *separate identically zoned uses or where uses* are separated by a street, road, highway, freeway or railroad.

iv. Placement. The berm or wall is required to be on the property seeking approval. The berm may be placed upon the adjacent residential property in order to provide continuity with an adjoining berm. In that case, a recorded permanent easement and a maintenance agreement in a form acceptable to the City Attorney will be required from the adjacent property owner.

v. Berm Requirements. The obscuring berm requirements are as follows:

a. The berm height shall be measured as follows:

(1) The berm height, as specified in the Residential Adjacent to Non-Residential Berm Requirement Chart (Table 5.5.3.A.ii), shall be analyzed from the following locations, and the final measurement of the berm shall be made from that location which results in the maximum screening:

[i] The first floor elevations of the closest adjacent principal structures;

[ii] The first floor elevations of the uses requiring screening;

[iii] The elevations of the parking lots closest to the property line when only the parking area requires screening; or

[iv] The elevation of the nearest property line.

Where a range of height is stated for a use on the Chart, the basic berm height shall be deemed to be the lower measurement, with approving body of the City having the discretion to increase the height up to the higher measurement based upon an application of the following considerations on the non-residential property: intensity of use; noise generation customarily associated with the use; height and aesthetic appearance of buildings and structures; topography; distance of buildings, structures and activities from the common property line; and the extent of disharmony with the adjoining residential use as a result of other considerations.

(2) The site plan shall include the first floor elevation of the nearest principal structures of the adjacent site's property lines.

(3) Where the applicant demonstrates, and the Planning Commission finds, that practical difficulties would result from the strict application of berm height standards, as required herein, the Planning Commission may reduce the height of the berm, or eliminate the berm, and may approve an alternate plan which includes landscape treatment or a wall (subject to Section 5.5.3.A.vi below), or a combination of the two, provided that the approved alternate plan achieves adequate noise attenuation and obscuring screening. The Planning Commission may also reduce the height of the berm, or eliminate the berm, where it determines that an alternative design utilizing landscaping or other materials, including a wall subject to Section 5.5.3.A.vi below, provides adequate and effective noise attenuation and screening, or where such alternative design provides

a substantial aesthetic or site design benefit while still providing for noise attenuation and screening to the extent reasonably practicable. The intent of this section is not to encourage and allow elimination or reduction of berm height for the sake of convenience or cost savings, but rather to allow reasonable development while achieving design excellence not otherwise possible under these requirements.

b. The berm shall be natural in appearance and have overlapping and undulating changes in elevation, both horizontally and vertically, without compromising the minimum height requirement and/or intent of the berm. Where a range of height is stated on the Chart for a use, and the approving body determines berm height based upon the criteria specified in sub-paragraph v.(a), above, the height of the undulations on the berm shall be determined by the approving body as part of site plan approval, taking into consideration the location of improvements and activities to be screened, and the criteria in sub-paragraph v.(a), above.

c. The obscuring berm shall have no greater than a maximum slope of 33 percent. (3 feet of horizontal plane for each 1 foot of vertical height.) More gradual slopes are strongly encouraged.

d. Plants shall be specified for any "no mow" areas.

e. The crest of the obscuring berm shall have a nearly flat horizontal area of at least five (5) feet in width, unless otherwise specified in the previous Berm Requirement Chart.

f. The required earth berm shall be located at the lot line, except where such location would interfere with underground utilities or drainage.

g. Where an existing or proposed parking or vehicular use area abuts an existing berm or wall or other durable landscape barrier on an abutting property, said existing landscaping may be used to satisfy the landscape requirements of this part of Section 5.5, provided that it meets all applicable noise attenuation and obscuring screening standards of this Section, and provided that the existing berm, wall, or other durable landscape barrier is required to be maintained consistent with the terms of this section of the ordinance and consistent with the approved site plan. Where the existing berm, wall, or other durable landscape barrier is not otherwise required to be maintained in connection with the adjacent property, the applicant shall be responsible for such maintenance and shall obtain and record a permanent easement and maintenance agreement from the adjoining property owner in a form approved by the City Attorney, making provision for such maintenance.

h. Where a property has already been lawfully developed for one of the uses listed in the Residential Adjacent to Non-Residential Berm Requirement Chart (Table 5.5.3.A.ii), adjacent residential property which subsequently develops shall provide and maintain the necessary berm.

i. See Landscape Design Manual for additional requirements.

vi. Wall Requirements.

a. Freestanding walls shall have all exterior sides constructed of face brick or stone with a suitable cap, and the interior constructed of masonry or reinforced concrete. The Planning Commission may consider materials of equal durability and aesthetic quality.

b. Walls shall be designed to resist the pressure of the retained material, including live, dead and environmental loads to which they may be subject. Foundations shall be designed to prevent movement due to frost action and a suitable drainage system shall be provided to assure stability. Walls that are 4 feet or greater in height shall be designed and sealed by a professional design or structural engineer. Walls shall not cause flooding or impound water at any time and are subject to Final Site Plan review. (See Design and Construction Standards, Chapter 11, Novi Code of Ordinances).

c. All other obscuring conditions of this subsection and the Landscape Design Manual must be met.

d. Timber, boulder, and interlocking concrete masonry unit (CMU) retaining walls are permitted as alternatives to poured-in-place retaining walls for the purpose of terracing, with the provision that they meet commonly accepted practices for construction and reinforcement as required.

vii. Waiver of Landscaped Berm or Wall for Preservation of Wooded Area.

The Planning Commission may waive the requirement for an earth berm or obscuring wall adjacent to a residential use district when the proposed development includes the retention of an existing regulated or non-regulated wooded area adjacent to the residential district, or when an existing regulated or non-regulated wooded area is preserved on the adjacent residential property. In either case, the owners of all such area(s), including the owners of the adjacent residential property, shall provide a permanent preservation easement, including requirements for perpetual maintenance and replacement of woodland features, in recordable form acceptable to the City Attorney for such wooded area, and provided all the following conditions are met:

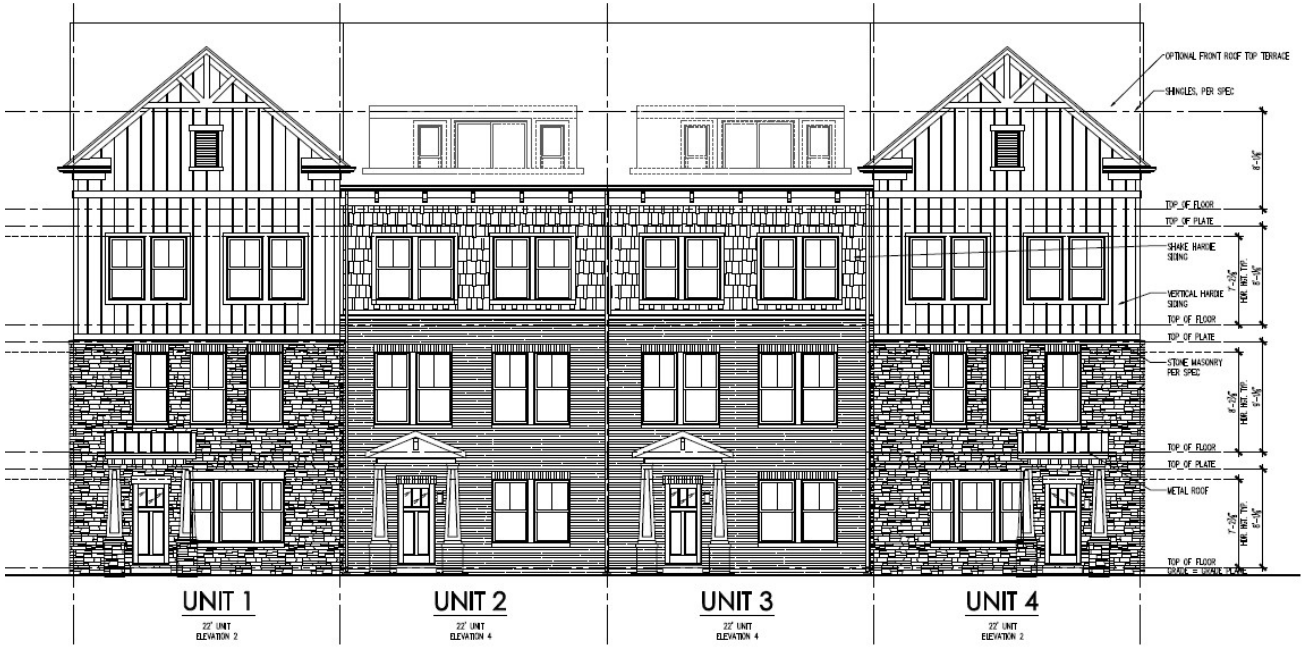
BUILDING HEIGHT EXAMPLES

- Huntley Manor rendering – height of structures is 28 feet

- Gateway Townhomes– height of structures is 30 feet

- Griffin Novi Townhomes– height of structures is 37 ft 8 in

- Griffin Novi Clubhouse– height of structures is 40 ft



- Townes of Main Street– height of structures is 39 ft

Innova Apartments – height of structures is 39 ft 3 in

Station Flats had proposed a 55-foot building – these are two versions of the same building

PLANNING COMMISSION
EXCERPT FROM MINUTES
MAY 10, 2023

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."

CITY COUNCIL
EXCERPT FROM MINUTES
JULY 10, 2023

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

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: 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**

SUBMITTING DEPARTMENT: Community Development - Planning

BACKGROUND INFORMATION:

The City of Novi 2016 Master Plan Update included recommendations for redevelopment of three sites within the City that were considered vacant or under-utilized given their location, unique features, and size:

1) Pavilion Shore Village, near Walled Lake, which was rezoned to a new zoning classification in 2021.
2) The Anglin Property near Town Center, which is now incorporated into the Sakura Novi development; and
3) City West, located north and south of Grand River Avenue, east of Beck Road and west of Taft Road. The Master Plan recommendation for this area was to create a vibrant, walkable, mixed-use arts and entertainment district that would support and enhance the nearby Suburban Collection Showplace and Ascension Providence Park.

CHANGES TO DISTRICT BOUNDARIES

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 so those developed parcels are not included. At the July 10, 2023, City Council meeting, the property owner of the parcels zoned B-3 General Business at the southeast corner of Beck Road and Grand River Avenue expressed their desire for that area to remain zoned B-3, however they were in favor of the RA-zoned portion of their property to be included in the rezoning. The B-3 portion of two parcels, approximately 3.39 acres, has been removed from the City Council's Recommended Action (below) for the rezoning of properties to 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 City West district. The Implementation Committee agreed that the district should be extended all the way to Taft Road.

HISTORICAL CONTEXT

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 been 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. Most 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.

To the south of Grand River Avenue, the City West area is recommended to include all 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. One property owner has requested that the portion of B-3 General Business zoning on the southeast corner of Grand River and Beck Road be excluded from the rezoning. Staff recommends the area be rezoned with the surrounding parcels in the interest of creating a cohesive walkable district. This prominent corner would serve as an important entryway into the district.

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. The greater flexibility and emphasis on preserving natural features in the City West text is more likely to result in protection than the current Light Industrial district.

EXISTING DEVELOPMENT

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 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.

PUBLIC UTILITIES

See the June 8, 2023, Engineering review memo 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 with the proposed rezoning, but water system improvements are the specific concern. However, improvements in this water pressure district are needed regardless of how the City West area is developed. The Engineering Division plans to continue discussions with Community Development to better understand the additional demands of any development proposed in the pressure district and to better understand the impact on the City's infrastructure.

Traffic analysis 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.

PLANNING COMMISSION ACTION

On May 10, 2023, the Planning Commission held a public hearing on the proposed rezoning and recommended approval to the City Council. The minutes from that meeting are included in the packet.

Following the public hearing, the attorney for a property located at the southeast corner of Grand River Avenue and Beck Road, known as the Ward property, has requested a portion of the property zoned B-3 not be rezoned to the new City West District. See the letter in this packet from Mr. David Landry dated June 13, 2023, for details of their request. The portion of property zoned B-3 General Business includes portions of two parcels. The owner is supportive of the remainder of the property, zoned RA Residential Acreage, being rezoned to City West.

Staff still recommends that the entire area be included in the rezoning in order to maintain the consistency and walkability of the district. This corner could serve as an important gateway into the new district and create a link between non-motorized connections within the district and the pathway network on the Ascension Providence Campus, which would be better served by the standards being established by the City

West District. The B-3 General Business district allows a wide range of auto-centric uses that would interrupt the walkability we hope to establish through City West. **However, as noted above in the changes to district boundaries, this B-3 portion of the Ward property has been removed from the City Council's Recommended Action (below) for the rezoning of properties to City West based on the discussion from the previous meeting**. Minutes from the July 10 City Council meeting are included in this packet.

CURRENT OPTIONS FOR FIRST READING OF THE TEXT AMENDMENT, DESIGN GUIDE AND ZONING MAP AMENDMENT:

The three options provided below are similar to the accompanying City West Text Amendment for the areas proposed to be rezoned. The resulting motions will direct staff for the Second Reading of the draft Zoning Map Amendment (see accompanying maps for the locations of each of the three options and additional details in the accompanying packet for the zoning map amendment):

Option 1: Adopt the current City West District Text Amendment, and City West Design Guide, with minor modifications, and **rezone areas both north and south of Grand River excluding the B-3, General Business zoned property at the southeast corner of Grand River and Beck Road from the rezoning.**

> This is the option recommended by Staff. At the previous meeting, the City Council appeared to be in favor of excluding the B-3, General Business zoned property at the southeast corner of Grand River and Beck Road from the rezoning, which could still be done under this option.

Option 2: Adopt the current City West District Text Amendment and City West Design Guide, with minor modifications, *but* ***rezone only the north side*** **of Grand River Avenue at this time**

> 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. On the north side of Grand River, 144 acres would be rezoned to the new City West District.

Option 3: Direct staff to revise the City West District Text Amendment and City West Design Guide to remove all references to the south side of Grand River Avenue, with the intent to **rezone only the north side of Grand River Avenue**

> This option would remove the area south of Grand River Avenue as an option for the development that the City West Ordinance and Design Guide contemplates as originally introduced. If the City Council chooses this option, Staff would make revisions to the text amendment and Design Guide so that it only pertains to that area north of Grand River Avenue prior to the Second

Reading or the ordinance amendment. As in option two, the area south of Grand River would remain as currently zoned.

RECOMMENDED ACTION: 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 ___** *for the reasons provided below*. **FIRST READING**

Select one of the following three options:

Option 1:
Rezone 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 previously considered B-3, General Business properties at the southeast corner of Beck and Grand River Avenue), to CW City West District**. This is the option recommended by Staff. At the previous meeting, the City Council appeared to be in favor of excluding the B-3, General Business zoned property at the southeast corner of Grand River and Beck Road from the rezoning, which could still be done under this option.

-OR-

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.

-OR-

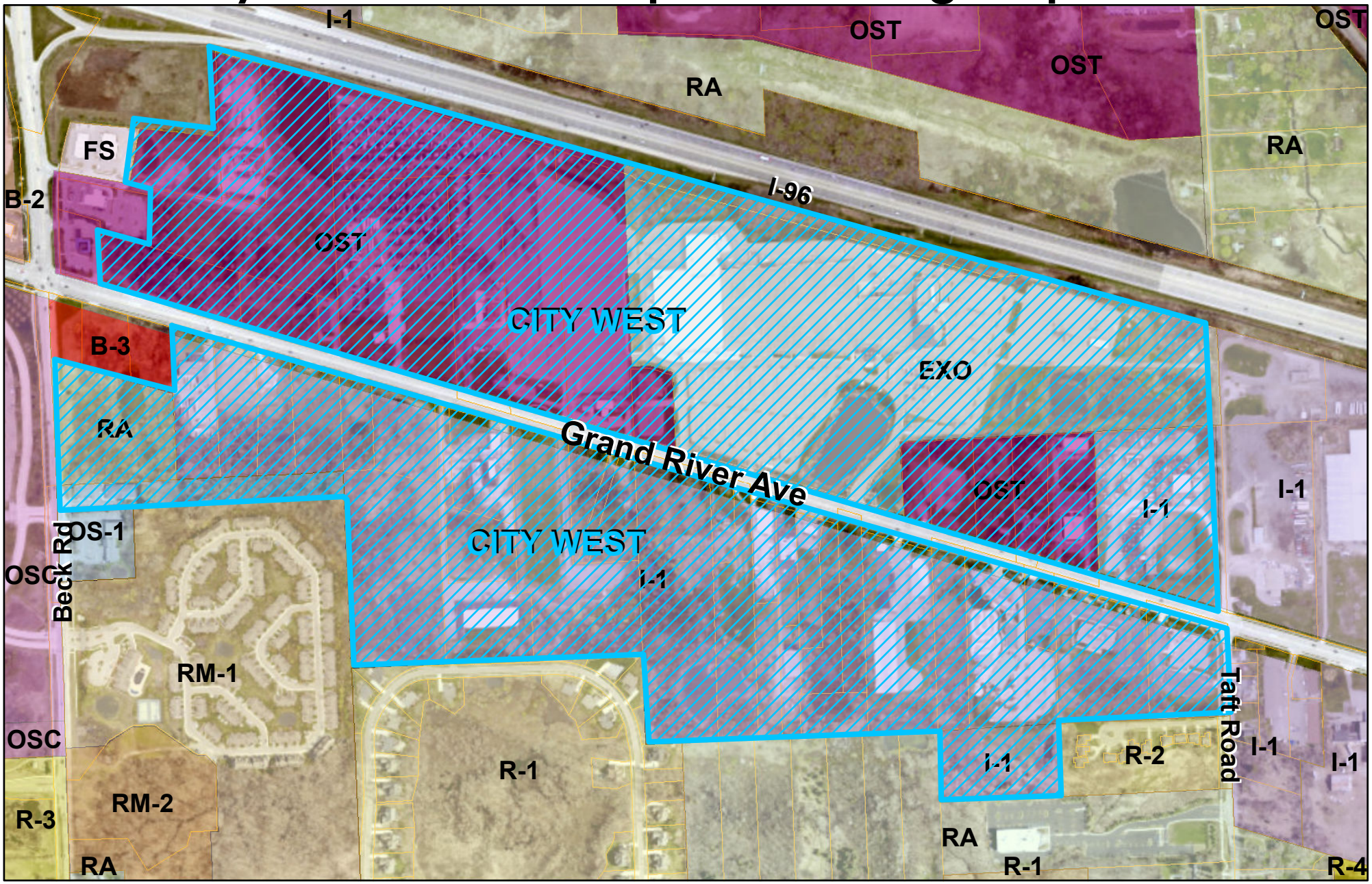
Option 3:
***Rezone only the north side* of Grand River Avenue and direct staff to revise the City West District Text Amendment and City West Design Guide to remove all references to the south side of Grand River Avenue.** This option would remove the potential for the south side to be rezoned at some point in the future, without further rezoning requests and ordinance amendments. 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 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.

PROPOSED REZONING OPTIONS

City West District: Proposed Zoning - Option 1



0 0.1 0.2 0.4 Miles

Map Author: James Hill
Date: 3/27/24
Project: City West

MAP INTERPRETATION NOTICE

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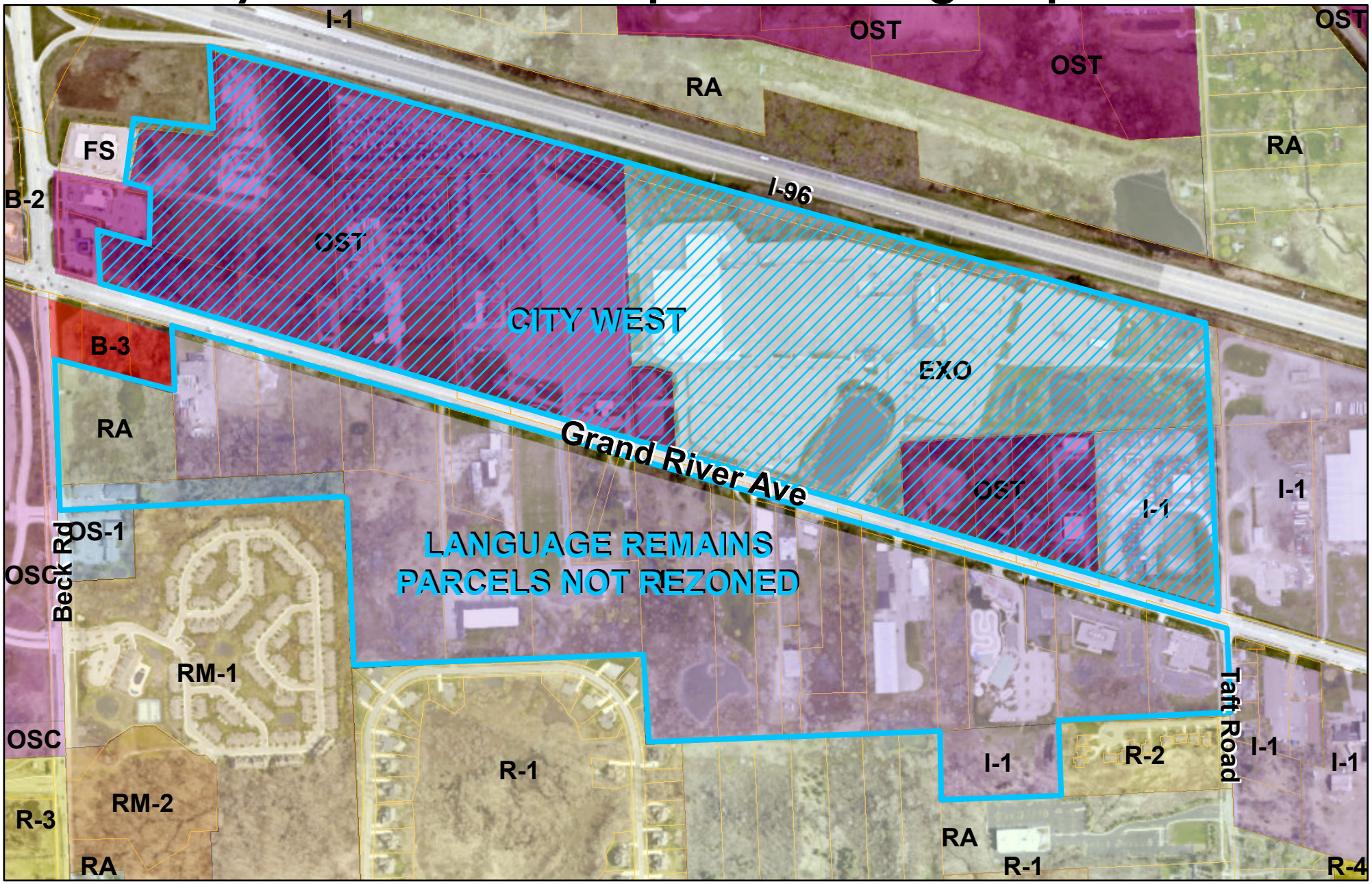
City West District: Proposed Zoning - Option 2



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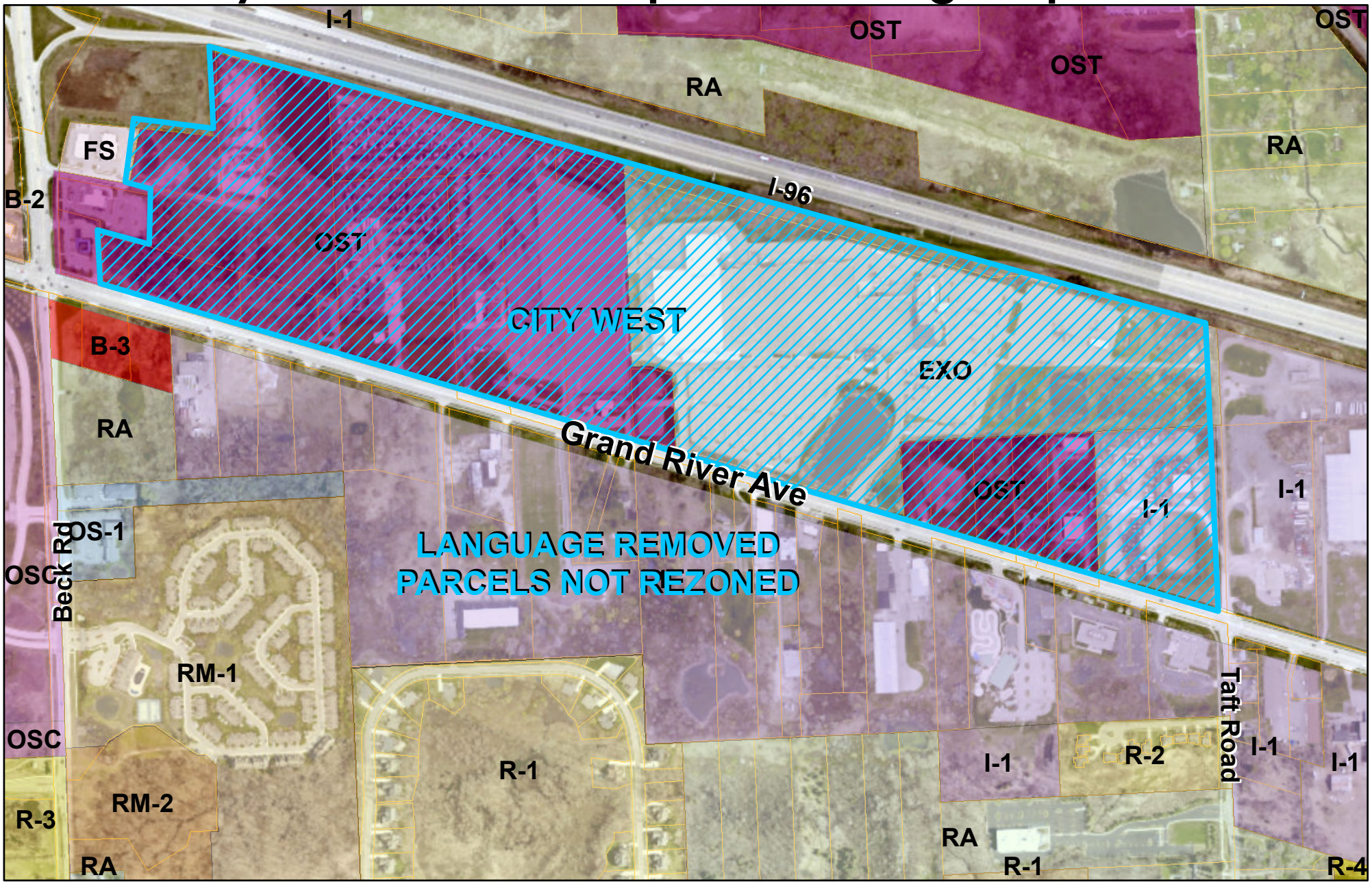
City West District: Proposed Zoning - Option 3



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MAPS

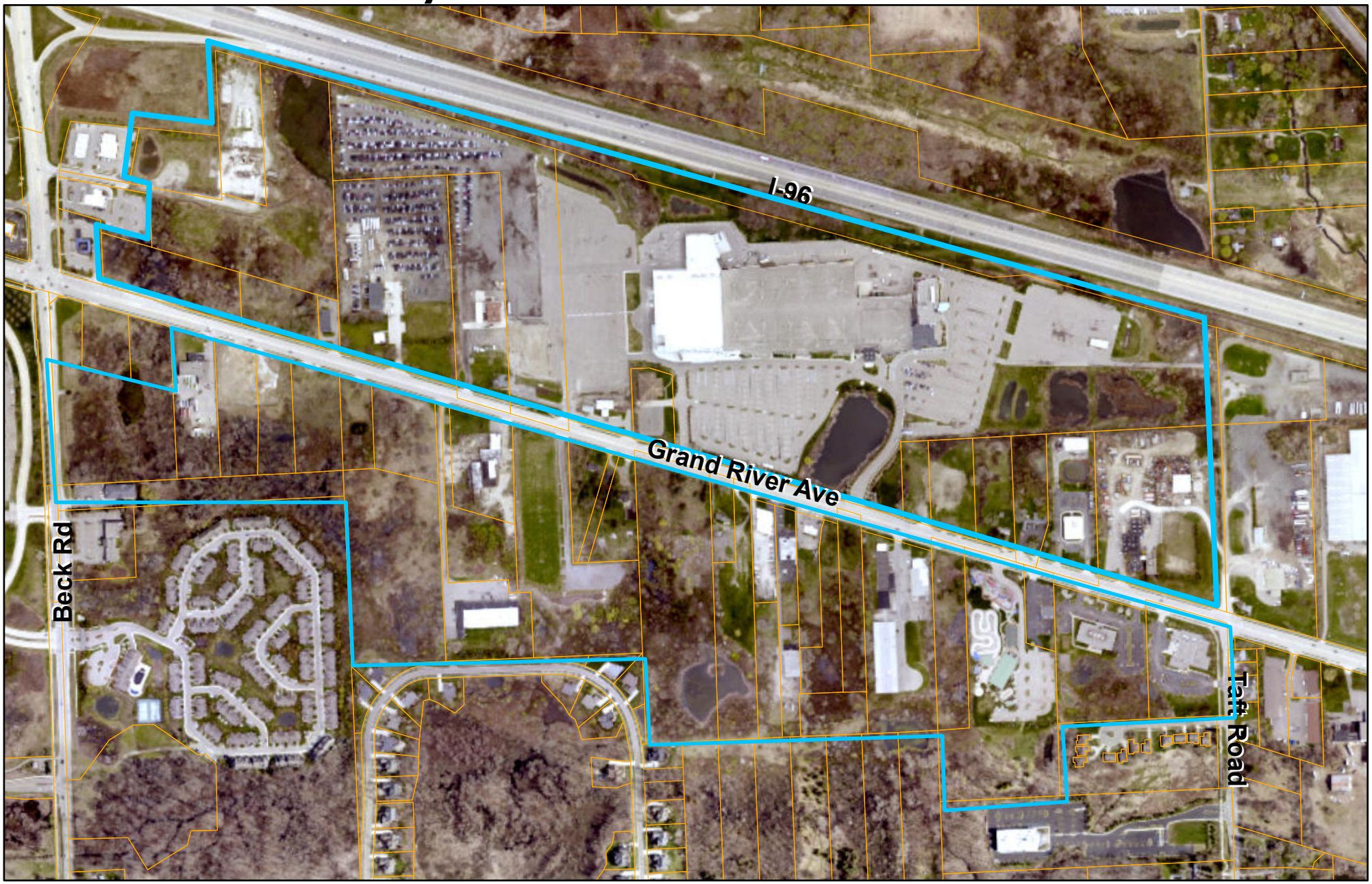
Location

Zoning

Future Land Use

Natural Features

City West District: 2020 Aerial



0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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City West District: Future Land Use

0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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City West District: Natural Features

0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

MAP INTERPRETATION NOTICE

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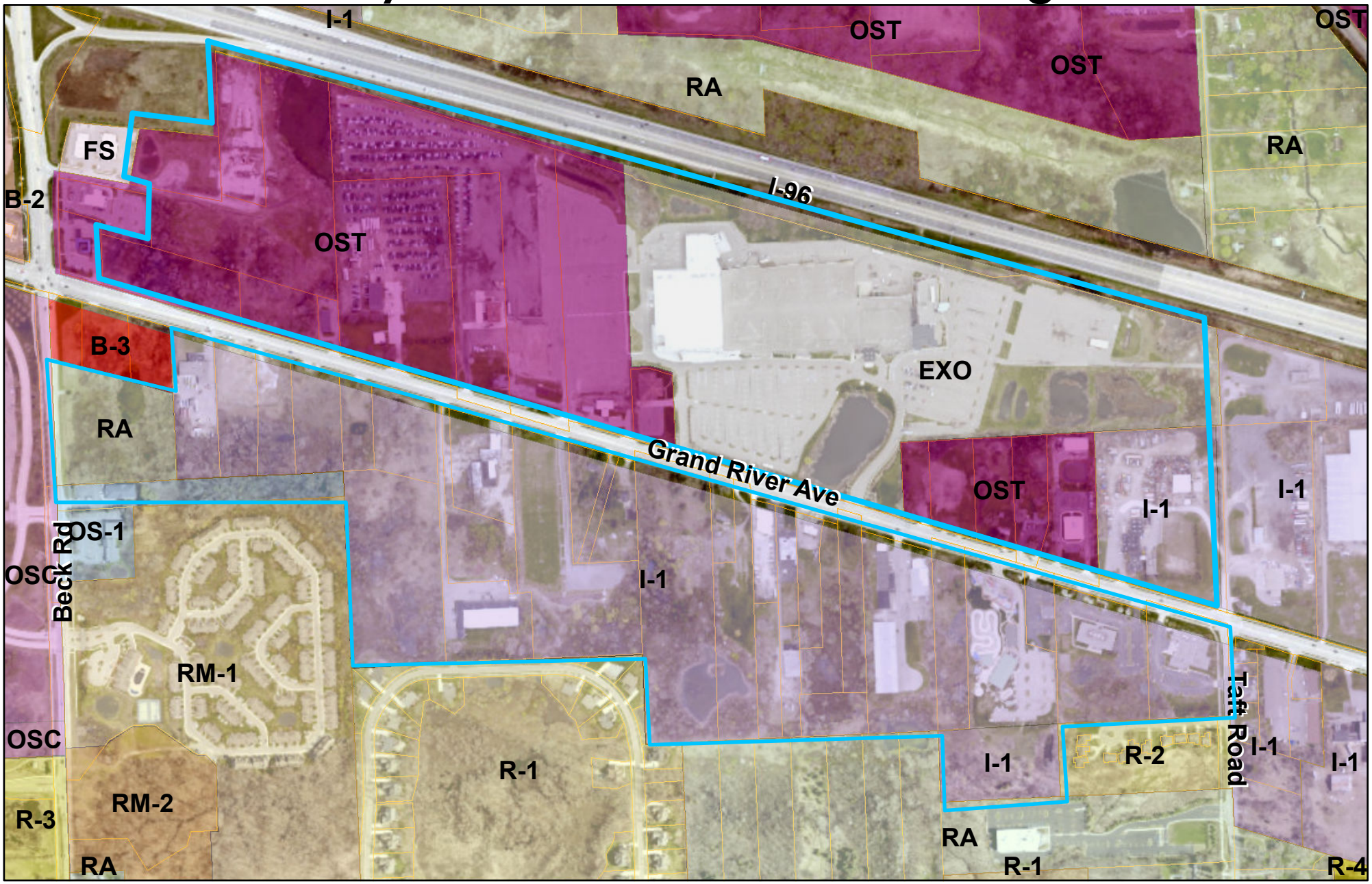
City West District: Current Zoning



0 0.1 0.2 0.4 Miles

Map Author: Lindsay Bell
Date: 8/18/23
Project: City West

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PLANNING REVIEW

PLAN REVIEW CENTER REPORT

August 22, 2023

Planning Review

City West

Zoning Map Amendment 18.741

Petitioner

City of Novi

Review Type

City-initiated Rezoning Request from RA Residential Acreage, OS-1 Office Service, OST Office Service Technology, and I-1 Light Industrial to the CW City West District.

Property Characteristics

- Site Location: North and South sides of Grand River Avenue, east of Beck Road and West of Taft Road
- Site Zoning: RA Residential Acreage, OS-1 Office Service, OST Office Service Technology, and I-1 Light Industrial OSC, Office Service Commercial and OS-1, Office Service
- Adjoining Zoning: North: (Interstate-96); South; RM-1, R-1, RA, R-2; East: I-1; West: FS, OST, OSC, B-3
- Current Site Use: Suburban Collection Showplace, DeMaria, Sidock Group, Fairlane Motel, New Hudson Welding, Bell Fork Lift, Insurance office, 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 Fields, Carol's Upholstery, Harmon Sign Company, Screen Works print shop, Pet Suites, Amstee Airduct Cleaning, Various vacant buildings, vacant lots
- Adjoining Uses: North: Interstate-96, ITC utility corridor; 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, West Market Square retail center
- School District: Novi Community School District
- Area: Approximately 250 acres

Project Summary

City staff have initiated the rezoning of the 250-acre area between Beck Road and Taft Road, north and south of Grand River Avenue. The subject properties are currently zoned OS-1 Office Service, OST Office Service Technology, I-1 Light Industrial, and RA Residential Acreage. The subject area is proposed to be zoned CW City West, a new proposed district that was recommended in the 2016 Master Plan Update. As indicated in the figure below, some of the parcels to be rezoned are currently developed consistent with Light Industrial uses and office buildings. A large area north of Grand River contains the Suburban Collection Showplace. 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.

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.
- 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.

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.

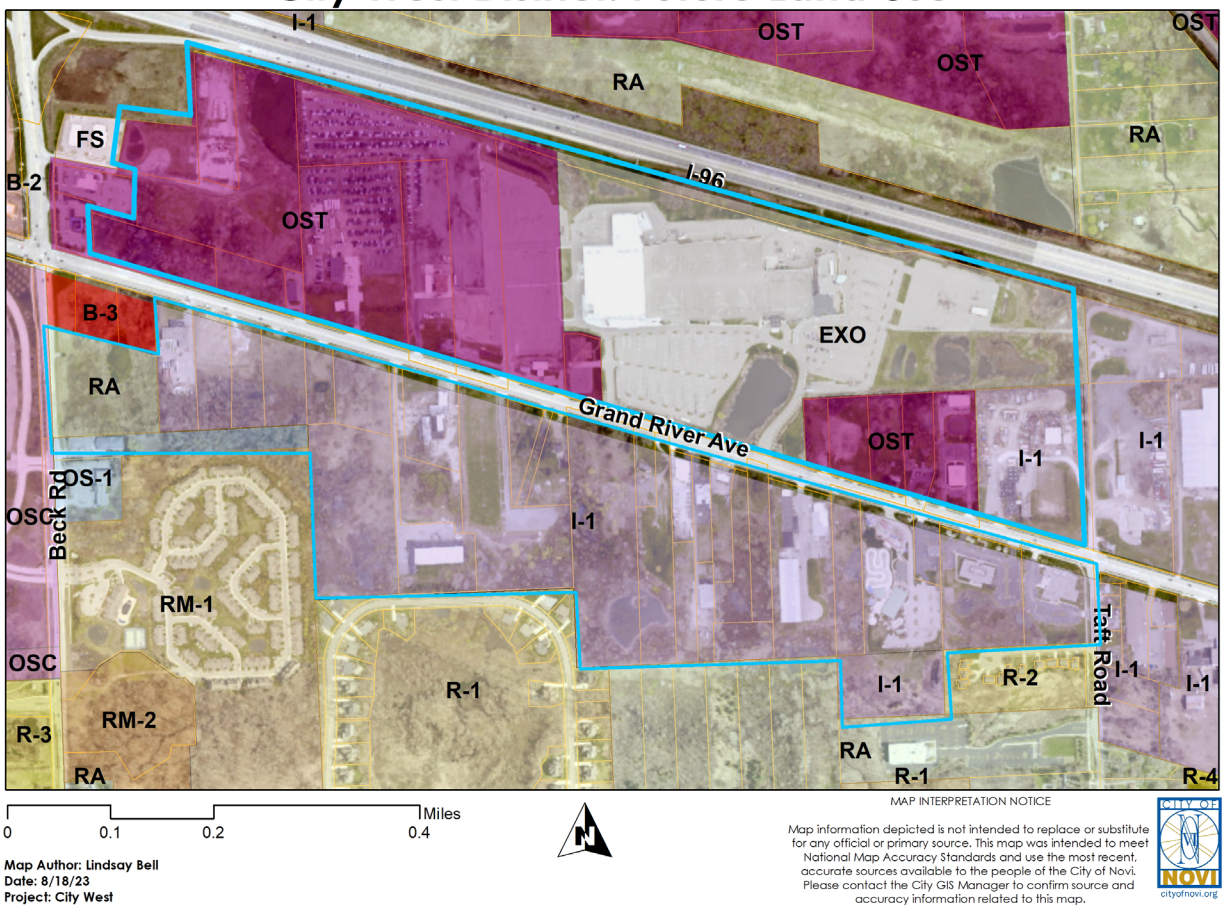
Implementation Committee

This matter was discussed by the Implementation Committee in April 2021, March of 2022, and January of 2023. The proposed rezoning and text amendment was discussed with the Committee on each occasion as it was being developed. 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.

Existing Zoning and Land Use

The map below shows the zoning for the subject area and surrounding properties. The north side of the district abuts Interstate-96, and is primarily zoned for OST – Office Service Technology. The Suburban Center Showplace is covered by the Exposition Overlay district, but the underlying zoning is OST. The area to the south of Grand River is primarily zoned I-1

City West District: Future Land Use

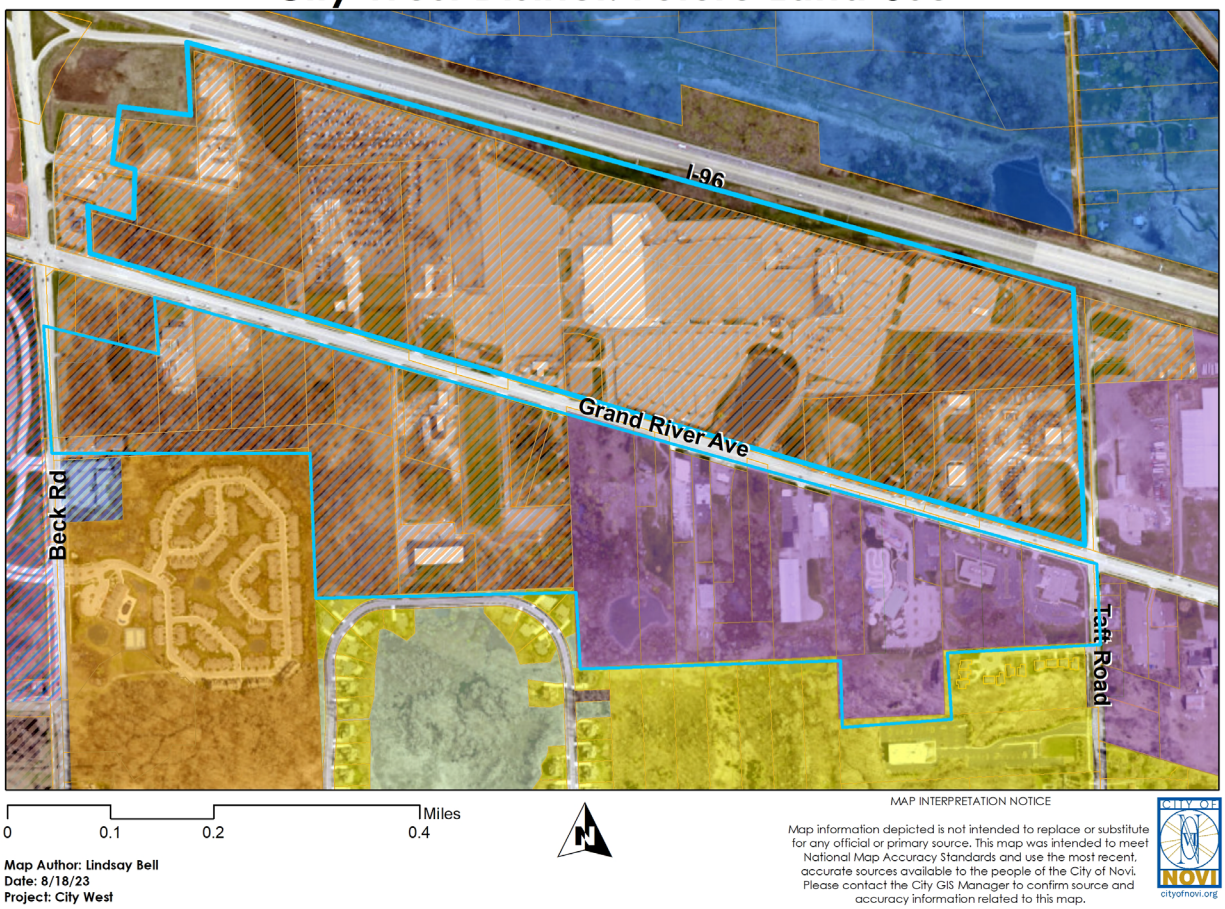


Light Industrial, except for the area that abuts Beck Road, which is zoned for Residential Acreage and OS-1 Office Service. The area to the south is primarily One Family Residential districts, with Central Park Estates zoned RM-1 Low Rise Multiple Family, and a salon zoned OS-1. East of Taft Road is zoned I-1. West of Beck Road is zoned B-2 Community Business (Westmarket Square retail center), and OSC Office Service Commercial (Ascension Providence hospital campus).

<u>Compatibility with Surrounding Land Use</u>

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.

City West District: Future Land Use



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 is a sand & gravel business and landscaping business. 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.

	OST (Existing – North of Grand River)	**I-1 (Existing – Mostly South of Grand River)**	**CW (Proposed)**
Principal Permitted Uses & Special Land Uses	**Principal Permitted Uses** 1. Professional office buildings, offices and office sales and service activities 2. Data processing and computer centers 3. Laboratories 4. Research, testing, design and development, technical training, and design of pilot or experimental products 5. Hotels and business motels 6. Colleges, universities, and other such post-secondary institutions of higher learning, public or private, offering courses in general, technical, or religious education 7. Motion picture, television, radio and photographic production facilities 8. Medical offices, including laboratories and clinics 9. Facilities for human care 10. Off-street parking lots 11. Public owned and operated parks, parkways and outdoor recreational facilities 12. Publicly-owned buildings, telephone exchange buildings, and public utility offices, but not including storage yards, transformer stations, substations or gas regulator stations 13. Financial institution uses with drive-in facilities as an accessory use only 14. Public or private indoor and private outdoor recreational facilities 15. Day care centers and adult day care centers 16. Secondary uses	**Principal Permitted 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	**Principal Permitted Uses** 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)

	17. Sit down restaurants 18. Other uses similar to the above uses and subject to the same conditions noted 19. Accessory buildings and uses customarily incidental and integral to any of the above permitted uses **Special Land Uses (Retail Service Overlay)** The following uses are permitted subject to Section 3.19: 1. Retail business use 2. Retail business service uses 3. Restaurants, including sit-down 4. Fast food drive-through restaurants	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 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	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) 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)

		customarily incident to any of the above permitted uses	
Minimum Lot Size	See Section 3.6.2.D	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	See Section 3.6.2.D
Maximum Building Height	46 feet or 3 stories, whichever is less *OR* 65 feet, with building setbacks increased (Sec. 3.20.1.A.ii) *OR* 115 feet if located within 1,200 feet of freeway (Sec. 3.20.1.A.iii)	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: 5 stories with bonus height
Building Setbacks	Front Yard: 50 feet Rear Yard: 50 feet Side Yard: 50 feet	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: 20 feet Rear Yard: 20 feet Side Yard: 20 feet	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: 50 feet if adjacent to residential See proposed Ordinance for other yard requirements

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 the best 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. 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.

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

ENGINEERING 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.

Cost Estimates

The updated cost estimates for the 2008 recommendations are shown in Table 12. Calculations of the cost estimates are included in Appendix A. These cost estimates include cost of construction and professional services but do not include costs for easement acquisition, major utility relocation, bonds, or fees for permitting or inspection.

Table 12: Updated Cost Summary of 2008 Recommendations

	ID	Description	Updated Cost Estimate
Tier 1			
	091-06	Install a PRV on 13 Mile Road east of Novi Road and de-commission Meadowbrook PRV if determined necessary.	$843,000
Tier 2			
	091-10	Extend a 24-inch main 2,600 feet north to 14 Mile Road	$1,139,000
	091-11	Install new DWSD master meter with PRV	$1,305,000
COMPLETE	091-16	Extend 900 feet of 12-inch main from west of Kingswood Boulevard to Columbia Drive.	$173,000
PROPOSED	091-23	Extend a 12-inch main approximately 5,700 feet from the proposed 12-inch main at Napier Road and Park Place Drive to the south along Napier Road to 8 Mile Road then east to the proposed 12-inch main on 8 Mile Road.	$1,082,000
	091-25	Extend a 16-inch main approximately 2,400 feet from the existing 16-inch main on 9 Mile Road west of Center Street to the east along 9 Mile Road to the existing 12-inch main at Novi Road and 9 Mile Road.	$647,000
COMPLETE	091-26	Extend a 12-inch main approximately 1,300 feet from the existing 12-inch main on 8 Mile Road at Club Lane to the east to the existing 12-inch main on 8 Mile Road east of Cambridge Drive. Install 12-Inch main approximately 600 feet from Meadowbrook Rd east to Llorac Ln.	$362,000
Tier 3 required for other recommendations			
PROPOSED	091-14	Extend a 12-inch water main approximately 2,400 feet from the existing 12-inch water main at 9-Mile Rd and then south on Napier Rd to Park Place Dr. (Required for recommendation 091-23.)	$457,000
PARTIALLY COMPLETE	091-15	Extend a 12-inch water main approximately 4,300 feet from the existing 12-inch water main at 8-Mile Rd and Garfield Rd to the west along 8-Mile Rd. (Required for recommendation 091-23. Length reduced by 400 feet from 2008 report due to Ballantyne development.) REMAINDER PROPOSED	$817,000
COMPLETE	091-22	Connect the existing 12-inch water main at Wixom Rd and 10-Mile Rd to the existing 12-inch water main east of Terra Del Mar Drive on 10-Mile Rd with approximately 2,700 feet of 12-inch water main. (Required for Island Lake recommendations.)	$513,000
		Total Cost of Updated Recommendations:	**$7,338,000**

The cost estimates for recommendations new to this report are shown in Table 13. Calculations of the cost estimates are included in Appendix A. These cost estimates include cost of construction and professional services but do not include costs for easement acquisition, major utility relocation, bonds, or fees for permitting or inspection.

Table 13: Cost Summary of New Recommendations

	ID	Description	Cost Estimate
COMPLETE	WP-01	Install 1.5 MG ground storage reservoir near West Park Pump Station and reconfigure Pump Station to pump out of storage at 11 MGD. Includes SCADA system.	$4,004,000
PHASE 2	IL-01	Install approximately 3,000 feet of new 12-inch water through existing Novi Links golf course. (Replaces recommendation 091-28 from 2008 report.)	$570,000 *
PARTIALLY COMPLETE	IL-02	Install approximately 3,200 feet of new 12-inch water main along 10-Mile Rd from Wixom Rd to Woodham Rd. REMAINDER IN PHASE 2	$608,000
COMPLETE	IL-03	Install approximately 2,800 feet of new 16-inch water main from Providence Park Hospital to Wixom Rd across City owned parcel.	$754,000
PHASE 2	IL-04	Install new PRV at 9-Mile Rd and Beck Rd.	$592,000
PHASE 2	IL-05	Install new PRV at 10-Mile Rd and Beck Rd.	$665,000
PROPOSED	IL-06	De-commission PRV near Catholic Central School.	$100,000
PHASE 2	IL-07	Replace Existing Pumps in the Island Lake Pump Station.	$488,000
		Total Cost of New Recommendations:	**$7,211,000 ***

* CIP# IL-01 will be built by a developer and is not included in the cost summation.

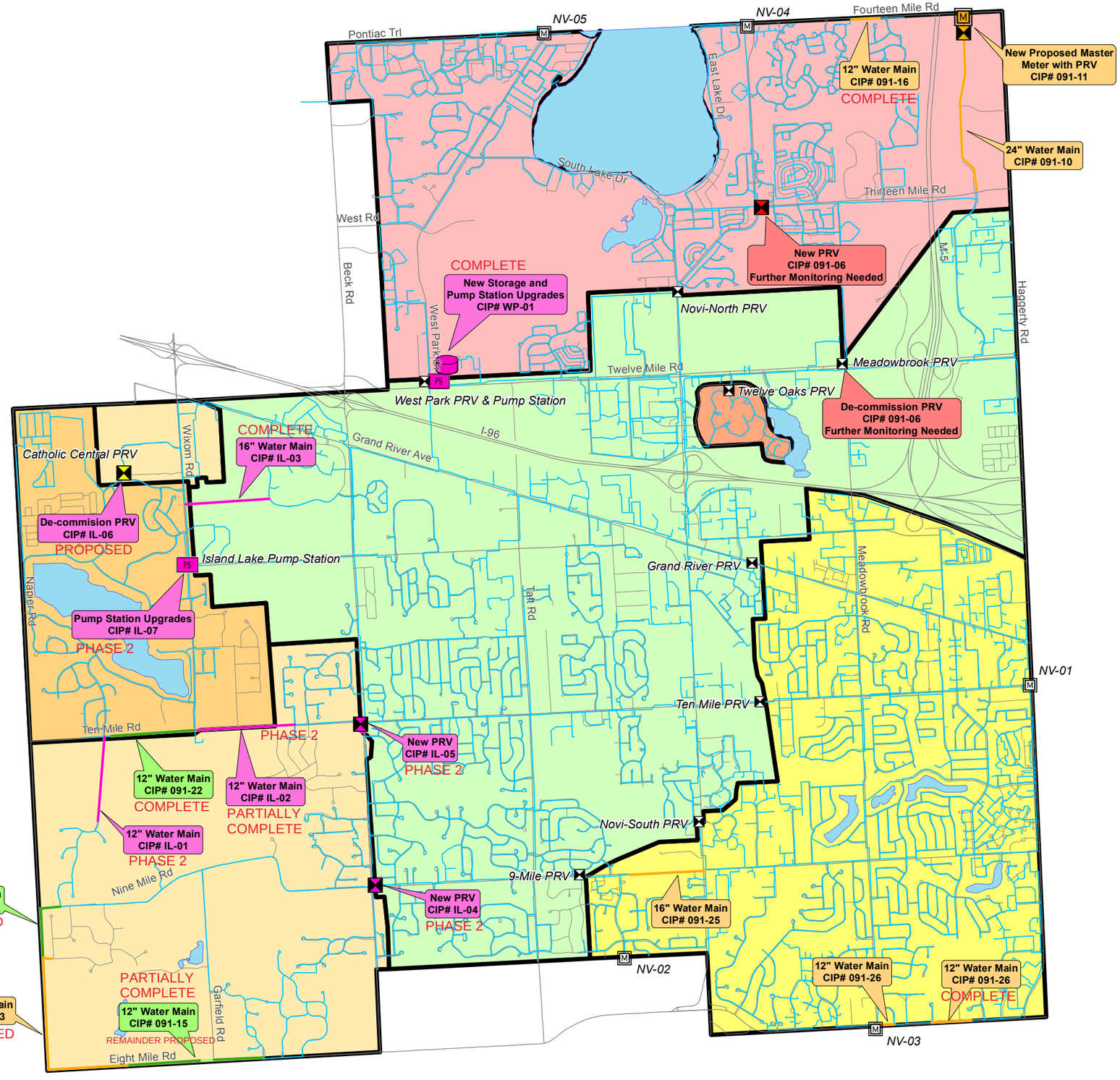
Operational Recommendations

In addition to the CIP recommendations above, there are several operational recommendations to improve system performance and efficiency.

- As part of the WPPS upgrades, system controls should be re-evaluated to eliminate excessive run-time of the WPPS pumps.
- As part of the WPPS upgrades, system operators should open an existing valve in the yard of the WPPS. A map of the WPPS with this valve called out is included in Appendix A.
- Once SCADA upgrades are complete, flows and pressures should be monitored at the ILPS to refine the future design flows required for the expanded Island Lake Pressure District. A preliminary engineering evaluation of upgrades at the ILPS should be performed to refine the cost estimate of station upgrades.
- SCADA upgrades at the ILPS, WPPS, Novi-North PRV, Grand River PRV, and 10-Mile PRV will allow system operators to monitor in-system flows to calculate the distribution of water loss and peak usage within the system. System operators should use this information to guide future CIP recommendations and asset management activities.

FIGURE A-1
System Improvements

CITY OF NOVI
07.14.2014



Legend

- DWSD Meter
- PRV
- De-Commission PRV
- Proposed PRV
- New GST
- Pump Station Upgrades

Water Main

- Existing
- Proposed

Pressure District

- High
- Intermediate
- Lower
- Twelve Oaks
- Existing Island Lake
- Proposed Island Lake

2008 Recommendations Carried Over

- Tier 1
- Tier 2
- Tier 3

0 — 3,500 — 7,000 — 10,500 Feet

Source: Data provided by Oakland County and the City of Novi. Orchard, Hiltz and McCliment does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: NAD 1983 StatePlane Michigan South FIPS 2113 IntlFeet

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PRELIMINARY OPINION OF PROBABLE PROJECT COSTS

Project ID#	CIP Budget Category	City Staff Evaluation as of	Total Project Cost
WTS008	Water Distribution	September 2016	**$2,336,580**

Island Lake Pressure District Expansion - Phase 1

Sections 29, 30, 31, and 32

Design Engineering	$	106,880
Right-of-Way Acquisition	$	75,000
Geotechnical Design	$	41,108
Other	$	-
TOTAL ENGINEERING	**$**	**222,988**
Contingency	$	44,598

Notes:

TOTAL ENGINEERING (including contingency)	**$**	**267,586**

Construction	$	1,644,302
Construction Engineering	$	82,216
Crew Days	$	31,500
Material Testing	$	41,108
Other	$	-
TOTAL CONSTRUCTION	**$**	**1,799,126**
Contingency	$	269,869

Notes:

TOTAL CONSTRUCTION (including contingency)	**$**	**2,068,995**

Project Description, Justification, & Operating Budget Impact

The Island Lake Pressure District (ILPD) expansion project has four key project components which will allow for the expansion of the ILPD into sections 29, 30, 31, and 32. The four main components of this project include: (1) Extension of a 12-inch water main along 10 Mile from Wixom to the stub at Woodham Road; (2) Installation of a new PRV at Ten Mile and Beck Road; (3) Installation of a new PRV at 9 Mile and Beck Road; (4) Pump upgrades at the Island Lake Booster Station. Over the past several years, residents sections 29, 30, 31, and 32 have complained of low pressure issues, especially during high usage periods when lawn sprinkling is occurring. Typically, system operators would increase the discharge pressure from the West Park Booster Station during these periods of pressure complaints; however, there is limited opportunity to boost pressures to the desired level in these sections as it would cause excessively high pressures within the lower elevation areas in the Intermediate Pressure District (along Novi Road north of 9 Mile and south of Grand River). For this reason, re-districting was proposed as part of the 2014 Water System Master Plan update.

BUDGET DETERMINATION BASED ON YEAR AWARDED

Budget Determination excludes TOTAL ENGINEERING (including contingency) if completed in prior fiscal year

2018-19	$2,336,580	2023-24	$2,708,737
2019-20	$2,406,678	2024-25	$2,789,999
2020-21	$2,478,878	2025-26	$2,873,699
2021-22	$2,553,244	2026-27	$2,959,910
2022-23	$2,629,841	2027-28	$3,048,707

Engineering Completed in Prior Fiscal Year?

No

Funding Source?

592 - Water Sewer Fund

Outside Funding?

No

PRELIMINARY OPINION OF PROBABLE PROJECT COSTS

Project ID#	CIP Budget Category	City Staff Evaluation as of	Total Project Cost
WTS009	Water Distribution	September 2016	**$882,255**

Island Lake Pressure District Expansion - Phase 2

Section 29, 30, 31, and 32

Project Description, Justification, & Operating Budget Impact

The Island Lake Pressure District (ILPD) phase 2 expansion project has two key project components which will allow for the expansion of the ILPD into the northeast quadrant of section 18. The two main components of this project include:
(1) Installation of a 16-inch water main through Wildlife Woods Park to provide sufficient conveyance to the Island Lake Booster Station.
(2) Decommissioning of PRV at the Catholic Central Site. The Catholic Central site water main was installed with a backup up pressure reducing valve (PRV) in lieu of a looped system in case water pressure is ever lost from the Intermediate Pressure District. This PRV provides limited redundancy as it rarely operates, so system operators can not tell if it is in working order. In addition, the design of this PRV allows for the Island Lake Booster Station to feed the Intermediate District during times of pressure loss. The design did not take into account the fact that the Island Lake Booster Station is not large enough to feed the Intermediate District. For this reason, re-districting was proposed as part of the 2014 Water System Master Plan update.

Design Engineering	$	43,490
Right-of-Way Acquisition	$	-
Geotechnical Design	$	15,532
Other	$	-
TOTAL ENGINEERING	**$**	**59,022**
Contingency	$	11,805

Notes:

TOTAL ENGINEERING (including contingency)	**$**	**70,827**

Construction	$	621,280
Construction Engineering	$	37,277
Crew Days	$	31,500
Material Testing	$	15,532
Other	$	-
TOTAL CONSTRUCTION	**$**	**705,589**
Contingency	$	105,839

Notes:

TOTAL CONSTRUCTION (including contingency)	**$**	**811,428**

BUDGET DETERMINATION BASED ON YEAR AWARDED

Budget Determination excludes TOTAL ENGINEERING (including contingency) if completed in prior fiscal year

2018-19	$882,255	2023-24	$1,022,775
2019-20	$908,723	2024-25	$1,053,459
2020-21	$935,984	2025-26	$1,085,062
2021-22	$964,064	2026-27	$1,117,614
2022-23	$992,986	2027-28	$1,151,143

Engineering Completed in Prior Fiscal Year?

No

Funding Source?

592 - Water Sewer Fund

Outside Funding?

No

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

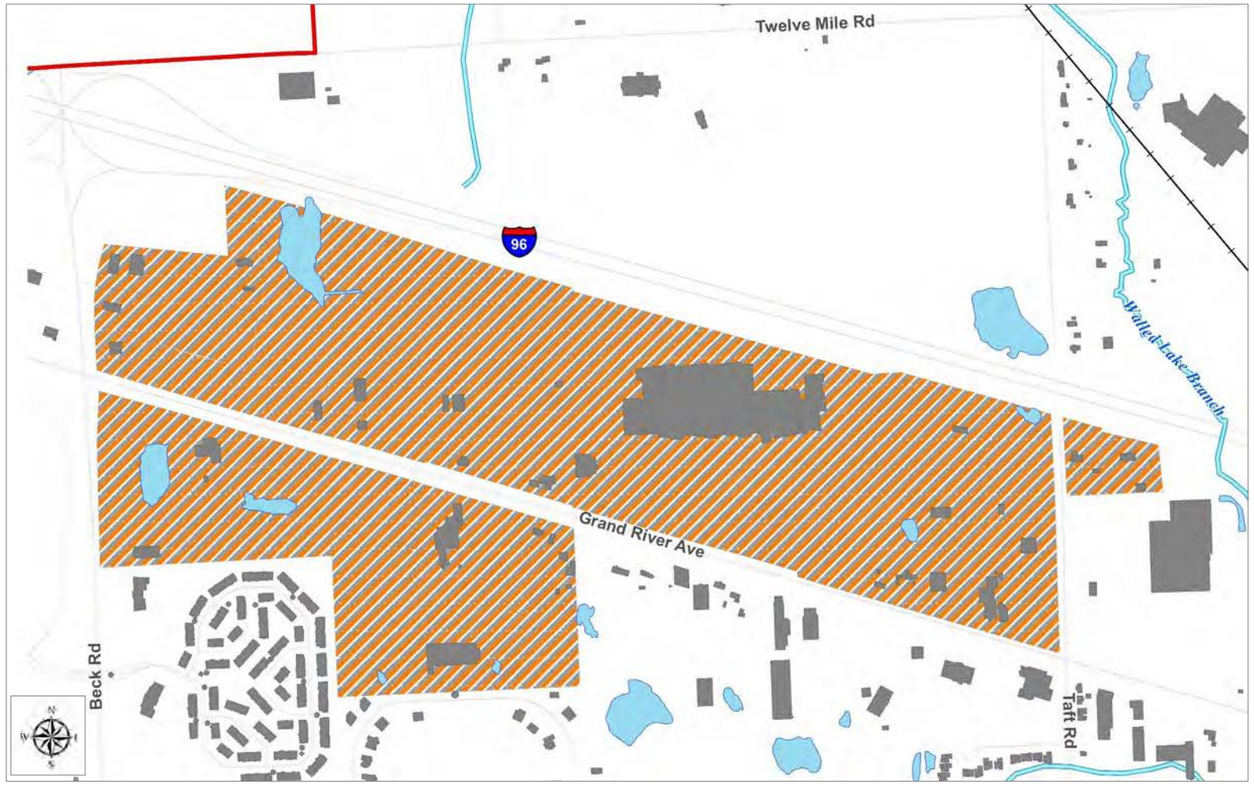
The residential components of City West should provide unique housing types, with an emphasis on types currently undersupplied in the City. In general, residential uses will be located above commercial uses, and all residential north of Grand River should be on the second floor or higher. Some ground 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.

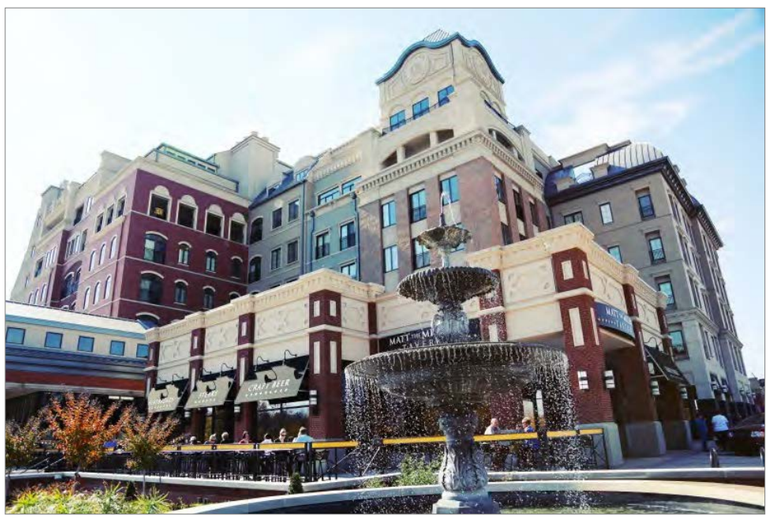
Transportation

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.

PLANNING COMMISSION
EXCERPT FROM MINUTES
MAY 10, 2023

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.

PROPERTY OWNER REQUEST FOR PARTIAL EXCLUSION
JUNE 13, 2023

LAW OFFICES
LANDRY, MAZZEO, DEMBINSKI & STEVENS, P.C.
37000 GRAND RIVER AVENUE, SUITE 200
FARMINGTON HILLS, MICHIGAN 48335
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Office: (248) 476-6900

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dlandry@lmdlaw.com
Direct: (248) 919-3783
Fax: (248) 476-6564

June 13, 2023.

City of Novi Planning Department, **via e-mail only**
City of Novi Mayor Robert Gatt
and City Council
45175 West Ten Mile Rd
Novi, MI 48375-3024

RE: Proposed City West Ordinance
Property at South East corner of Grand River Avenue and Beck Road

Dear Ms. McBeth, Mayor Gatt, and City Council Members:

I represent the Joanne M. Ward Revocable Trust, the owner of two parcels of property located at the South East corner of Grand River Avenue and Beck Road: parcel number 22-16-151-010, consists of approximately three acres and parcel number 22-16-151-012, consists of approximately seven acres. The portion of these parcels on the South East corner of Grand River Ave and Beck Road is currently zoned B-3 while the portion to the south along Beck Road is currently zoned RA. I am writing with respect to the Proposed City West Zoning Ordinance and in particular, we are requesting that the parcel on the South East corner of Grand River and Beck not be included within the City West Ordinance but that the parcel be allowed to remain as Zoned B-3. While we support most of the Proposed City West Ordinance and indeed, we have no objection to that portion of the Ward property to the south along Beck Road being included within a City West Ordinance, we believe that the actual property on the corner of Grand River and Beck Road should be treated the same as the other corner parcels at this intersection.

On the South West corner of Grand River and Beck Road is Ascension Providence Hospital. That parcel is zoned OSC. On the North West corner is the Home Depot commercial, zoned B-2. On the North East corner are several parcels zoned OST which are occupied by a Bank and several other commercial businesses. It only makes sense to treat the South East corner of this intersection the same as the other three corners. They are all zoned commercial, non-residential, and should all be treated equally.

The South East corner has been zoned B-3 for many years. It has been owned by the Joanne M. Ward Revocable Trust and with the passing of Ms. Joanne Ward the Trust now wishes to sell

the parcel. In fact, a Purchase Agreement has been executed with a purchaser who is anxious to begin developing the corner parcel.

The Intent section of the Proposed City West Ordinance, Section 3.1.30.A.1 states that the intent of the City West District is to include "multiple-story buildings that frame the internal street network, a corridor of buildings massed along Grand River Avenue…". With the other three corners of Grand River and Beck Road being zoned OSC, B-2, and OST, buildings on those parcels are not "massed along Grand River Avenue." If development proceeds as intended under the City West Ordinance it would make little sense to have buildings "massed along Grand River" on the South side all the way to Beck Road but not on the North side all the way to Beck Road. That would result in development on the corner to be grossly inconsistent.

All four corners of Grand River and Beck Road are prime commercial/retail parcels. While the property on the east side of Beck Road to the south of the corner could logically be included in a City West Ordinance, with the possibility of even being joined with other parcels to the East to comprise a much larger parcel, the actual parcel on the corner of Grand River and Beck should remain zoned similar to the other three corners.

We would, therefore, respectfully request that if the City of Novi moves forward with the enactment of a City West Ordinance that the property on the South East Corner of Grand River and Beck Road not be included and allowed to remain as currently zoned and be treated equally and consistently with the other three corners of this intersection.

We thank you for considering our thoughts on this matter.

Very truly yours,

LANDRY, MAZZEO, DEMBINSKI & STEVENS, P.C.

David B. Landry

David B. Landry

DBL/cw
Encl. cc City of Novi Planning Department c/o Ms. Barbara McBeth
cc Mayor and City Council

JULY 10 CITY COUNCIL MEETING MINUTES

EXCERPT

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

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Approval of Resolution for 2024 Millage Rates

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Attached for your consideration is the adopting resolution for the 2024 millage.

The City's total 2024 millage rate including the Operating, Public Act 359 Advertising, Public Safety, Parks and Recreation, Drain, Library, Debt, Capital Improvement (CIP), and Roads is 10.5376 mills which is unchanged from the 2023 tax levy. While the total mills levied remains unchanged from last year, two of the individual millage rates did change. Public Act 359 Advertising puts a dollar cap on the amount that can be levied of $50,000 and therefore due to the overall increase in the City's taxable value, that millage rate was required to be reduced from 0.0107 to 0.0100 or a reduction of 0.0007. As a result of the reduction to the PA 359 millage, the City was able to increase the millage rate for Drain by 0.0007 to 0.6120. The overall mill rate remains very competitive when we benchmark with other communities within Oakland County and continues to be one of the lowest rates in the entire County. There is no millage rollback due to "Headlee" for the 2024 tax year (fiscal year 2024-2025).

The General Fund; Municipal Street Fund; Parks, Recreation, and Cultural Services Fund; Library Fund; Drain Fund; CIP Fund and the debt service fund property tax revenues are calculated based upon the millage rates attached in this motion sheet.

The Michigan Department of Treasury requires all entities that levy property taxes to file Form L-4029 with the County Clerk and Equalization Department. The official 2024 form is attached which reflects the City's 2024 millage rates.

RECOMMENDED ACTION: Approval of Resolution for 2024 Millage Rates

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION OF ADOPTION 2024 MILLAGE RATES

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 May 6, 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 Council has agreed to keep the City's total millage rate of 10.5376 mills unchanged from last year (2023) levy and

WHEREAS, that these levies are being placed on a diversified tax base that has increased slightly as anticipated in the financial plan, and

WHEREAS, a public hearing was also held on May 6, 2024 on 2024 millage rates and the 2024-2025 budget,

NOW THEREFORE, IT IS THEREFORE RESOLVED that to finance the level of services established for the 2024-2025 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

General Operating	4.7505
Public Act 359 – Advertising	0.0100
Municipal Street	1.4197
Public Safety	1.3518
Parks and Recreation	0.3648
Drain	0.6120

Capital Improvement	0.9514
Library	0.7303
2008 Library Construction Debt	0.3471

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 6th day of May, 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

Michigan Department of Treasury
614 (Rev. 02-24)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2024 Tax Rate Request (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024
Oakland	**4,962,920,898**
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
City of Novi	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	General	02/69	6.5000	4.7505	1.0000	4.7505	1.0000	4.7505	4.7505	N/A	N/A
Voted	Streets	08/12	1.5000	1.4197	1.0000	1.4197	1.0000	1.4197	1.4197	N/A	N/A
Charter	Police/Fire	11/87	1.8000	1.3518	1.0000	1.3518	1.0000	1.3518	1.3518	N/A	N/A
Charter	Parks and Rec	08/80	.5000	.3648	1.0000	.3648	1.0000	.3648	.3648	N/A	N/A
Charter	Drains	08/82	1.0000	.7303	1.0000	.7303	1.0000	.7303	.6120	N/A	N/A
Charter	Library	08/80	1.0000	.7303	1.0000	.7303	1.0000	.7303	.7303	N/A	N/A
Voted	Debt Library	11/07	N/A	N/A	1.0000	N/A	1.0000	N/A	.3471	N/A	2027
Voted	Capital Imp	08/16	1.0000	.9514	1.0000	.9514	1.0000	.9514	.9514	N/A	08/2026

Prepared by	Telephone Number	Title of Preparer	Date
Carl Johnson	**(248) 347-0470**	**CFO**	

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

	Signature	Print Name	Date
☒ Clerk ☐ Secretary		**Cortney Hanson**	
☒ Chairperson ☐ President		**Justin P. Fischer**	

** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.*

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Michigan Department of Treasury
614 (Rev. 02-24)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2024 Tax Rate Request (This form must be completed and submitted on or before September 30, 2024)

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Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricutlural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
City of Novi	

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PA 359	Econ Dvlp	N/A	4.0000	3.9214	1.0000	3.9214	1.0000	.39214	.0100	N/A	N/A

Prepared by	Telephone Number	Title of Preparer	Date

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

	Signature	Print Name	Date
☒ Clerk ☐ Secretary		**Cortney Hanson**	
☒ Chairperson ☐ President		**Justin P. Fischer**	

** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.*

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: 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.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

Attached for your consideration is the adopting resolution for the Fiscal-year 2024-2025 Budget and acknowledgement of the multi-year budget. The budget process started in August 2023 with development of the capital improvement program then multiple meetings were held with all departments in order to draft a budget that complied with the overall goals set by the Novi City Council in January 2024. The Recommended Budget was presented to City Council on April 3, 2024.

At the City Council Budget Session held on April 17, 2024, City Council approved the following amendments to the Recommended FY 2024-25 Budget:

- **Motion 1:** The proposed budget had the General Funds' share of the salt dome being paid from fund balance. The City Council approved the funding of the salt dome project to be funded 50% from the Drain Fund, 25% from the General Fund, and 25% from the Major Street Fund. Estimated cost of salt dome is $1,684,200. The General Funds share of the costs will be paid from costs savings of deferring the Civic Center Generator replacement project originally proposed in FY 24/25. The net reduction in General Fund expenditures for FY 24/25 is $948,402.

- **Motion 2:** Additional General Fund expenditure adjustments, as proposed by the City Manager, were approved resulting in additional savings for the General Fund (over and above #1 above) for FY 24/25 of $725,519.

A financial summary is provided on the following pages to show the impact of the amendments on the General, Major Streets, Drain and Drain Perpetual Care Funds.

Also attached are all pages from the Financial Schedules section of the Recommended Budget document which incorporates the City Council's amendments approved at the April 17, 2024 Budget Session along with all other funds which had no changes.

The City of Novi utilizes multi-year budgets as a planning tool to fulfill the City Council's strategic goals and objectives as well as operate within its means. The multi-year budget balances future revenues with the corresponding expenditures and maintains the fund balances for the General Fund and Special Revenue Funds within the limits set by the City of Novi's Fund Balance Policy. Furthermore, the multi-year budget also incorporates the long-range elements of the Capital Improvement Program (CIP) as approved by the City's Planning Commission and presented at the Public Hearing on March 6, 2024.

RECOMMENDED ACTION: Approval of Resolution for Fiscal-Year 2024-2025 Budget and Acknowledging the Multi- Year Budget, Including Projects of Future Fiscal-Years 2025-2026 and 2026-2027.

City of Novi - General Fund

	2023-24		2024-25		2025-26		2026-27
Per Original Budget Document							
Total Revenues	$ 41,548,527		$ 43,186,528		$ 45,220,574		$ 46,351,837
Total Appropriations	44,855,281		44,115,338		45,220,574		46,351,837
Net Revenues (Appropriations)	(3,306,754)	A	(928,810)		-		-
Beginning Fund Balance	14,445,394		11,138,640		10,209,830		10,209,830
Ending Fund Balance	11,138,640		10,209,830		10,209,830		10,209,830
Fund balance as a % of expenditures (council set goal: 22-25%)	**25%**		**23%**		**23%**		**22%**

Proposed Budget Adjustments	2023-24		2024-25		2025-26		2026-27
Appropriations							
Move 100% of salt dome to Major Streets/Drain Fund	-		(928,810)	B			
Revised salt dome cost allocation to General Fund			421,048	B			
Remove the following vehicle purchases:							
LDV030 LDV w/ Plow 695 - DPW Field Oper	-		(78,980)	E			
LDV028 Pool Vehicle 148 - City Hall	-		(34,950)	E			
LDV029 Pool Vehicle 149 - DPW			(34,950)	E			
LDV027 LDV 145 - Assessing	-		(34,950)	E			
LDV038 Vehicle - IS FM (501)			(34,950)	E			
LDV031 LDV w/Plow 647 - IS Parks Maint			(78,980)	E			
LDV037 LDV 142 - CD Planning			(40,490)	E			
LDV035 LDV 629 - DPW Eng			(34,950)	E			
Not fill Plan Examiner position in community development			(110,411)	C	(113,723)		(117,135)
Not fill vacant Economic Director position			(138,000)	C	(142,140)		(146,404)
Remove proposed new business & accreditation coordinator			(78,908)	C	(81,275)		(83,713)
Delay Civic Center Generator Replacement to 27/28			(440,640)	F			
Remove proposed new police training officers (2) positions					(220,680)	C	(227,300)
Remove proposed new fire inspector and fire assistant training officer positions					(223,820)	C	(230,534)
Unspent budget amounts at year-end - all departments					(150,000)	G	(150,000)
Remove OAS position	(250,000)						
Eliminate 50% of General Fund transfer to the EDC	(25,000)		(25,000)	D	(25,000)		(25,000)
Total appropriations increase (decrease)	(275,000)		(1,673,921)		(956,639)		(980,087)
Net increase (decrease) to fund balance	(275,000)		(1,673,921)		(956,639)		(980,087)

Revised Proposed Budget				
Total Revenues	$ 41,548,527	$ 43,186,528	$ 45,220,574	$ 46,351,837
Total Appropriations	44,580,281	42,441,417	44,263,935	45,371,750
Net Revenues (Appropriations)	(3,031,754)	745,111	956,639	980,087
Beginning Fund Balance	14,445,394	11,413,640	12,158,751	13,115,390
Ending Fund Balance	11,413,640	12,158,751	13,115,390	14,095,476
Fund balance as a % of expenditures (council set goal: 22-25%)	**26%**	**29%**	**30%**	**31%**

Notes

A The amended budget for FY 23/24 represents approximately $3,134,500 of capital expenditures from FY 22/23 that were not purchased in FY 22/23 but rollover to be purchased in 23/24. In addition, $250,000 for the new fire contract wages, $251,000 for MERS transfer policy, $40,000 for fire radio replacement and $318,000 for fire truck repairs and emergency generators at two fire stations. The original adopted budget had a use of fund balance of $813,000 and the projected year-end rollovers are estimated at $1.5 million.

B Original estimated General Fund cost of the salt dome was $928,810. Per Councils direction at the second budget session held April 17, 2024, 50% of the final estimated cost of $1,684,200 is to be funded by the Drain Fund, 25% the General Fund, and 25% Major Street Fund. Revised General Fund share to be paid from savings noted in F below.

C Cost includes salary and fringe benefits

D Reduce transfer of funds out to the Economic Development Fund but to maintain funds to cover the year to date costs of the Economic Development Department. The annual levy of $50,000 a year is used to promote economic development within the City.

E Skip a year in the current 5 year pooled vehicle and 7 year light duty truck replacement programs

F Delay replacement of generators beyond recommended useful life to the 27/28 fiscal year

G City Council a few years ago directed the administration to use all year-end unspent funds for capital outlay rather than making extra pension contributions. All unspent balances annually will now just fall to fund balance and not be used for capital

City of Novi - Major Streets Fund

	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	$ 7,003,738	$ 9,102,289	$ 6,459,638	$ 8,365,989
Total Appropriations	11,747,878	9,338,289	5,985,638	8,884,989
Net Revenues (Appropriations)	(4,744,140)	(236,000)	474,000	(519,000)
Beginning Fund Balance	5,919,485	1,175,345	939,345	1,413,345
Ending Fund Balance	1,175,345	939,345	1,413,345	894,345
Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Appropriations				
Reduce the budget for #2 in the CIP (Beck Rd) as it will be included in bonding		(421,048)		
Revised salt dome cost allocation to Major Street Fund	-	421,048 B		
Total appropriations increase (decrease)	-	-	-	-
Net increase (decrease) to fund balance	-	-	-	-
Revised Proposed Budget				
Total Revenues	$ 7,003,738	$ 9,102,289	$ 6,459,638	$ 8,365,989
Total Appropriations	11,747,878	9,338,289	5,985,638	8,884,989
Net Revenues (Appropriations)	(4,744,140)	(236,000)	474,000	(519,000)
Beginning Fund Balance	5,919,485	1,175,345	939,345	1,413,345
Ending Fund Balance	1,175,345	939,345	1,413,345	894,345
Fund balance as a % of expenditures (council set goal: 22-25%)	**10%**	**10%**	**24%**	**10%**

B General and Major Street to cover 25% each of the cost of the salt dome.

City of Novi - Drain Fund

	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	$ 5,328,267	$ 4,952,264	$ 3,117,001	$ 3,183,878
Total Appropriations	5,857,446	4,952,264	3,117,001	3,183,878
Net Revenues (Appropriations)	(529,179)	-	-	-
Beginning Fund Balance	529,179	-	-	-
Ending Fund Balance	-	-	-	-
Proposed Budget Adjustments				
	2023-24	2024-25	2025-26	2026-27
Revenues				
Transfer in from Drain Perpetual Care Fund	-	842,096		
Appropriations				
Revised salt dome cost allocation to Drain Fund	-	842,096 B		
Total appropriations increase (decrease)	-	842,096	-	-
Net increase (decrease) to fund balance	-	-	-	-
Revised Proposed Budget				
Total Revenues	$ 5,328,267	$ 5,794,360	$ 3,117,001	$ 3,183,878
Total Appropriations	5,857,446	5,794,360	3,117,001	3,183,878
Net Revenues (Appropriations)	(529,179)	-	-	-
Beginning Fund Balance	529,179	-	-	-
Ending Fund Balance	-	-	-	-

B 50% of the total cost of the salt dome were to be paid by the Drain Fund (adjust Drain Perpetual Care Transfer)

City of Novi - Drain Perpetual CareFund

	2023-24	2024-25	2025-26	2026-27
Per Original Budget Document				
Total Revenues	$ 81,000	$ 135,000	$ 435,000	$ 395,000
Total Appropriations	2,475,467	1,935,000	-	-
Net Revenues (Appropriations)	(2,394,467)	(1,800,000)	435,000	395,000
Beginning Fund Balance	6,987,251	4,592,784	2,792,784	3,227,784
Ending Fund Balance	4,592,784	2,792,784	3,227,784	3,622,784

	2023-24	2024-25		2025-26	2026-27
Proposed Budget Adjustments					
Appropriations					
Transfer to Drain Fund to cover salt dome costs	-	842,096	B		
Total appropriations increase (decrease)	-	842,096		-	-
Net increase (decrease) to fund balance	-	842,096		-	-

Revised Proposed Budget				
Total Revenues	$ 81,000	$ 135,000	$ 435,000	$ 395,000
Total Appropriations	2,475,467	2,777,096	-	-
Net Revenues (Appropriations)	(2,394,467)	(2,642,096)	435,000	395,000
Beginning Fund Balance	6,987,251	4,592,784	1,950,688	2,385,688
Ending Fund Balance	4,592,784	1,950,688	2,385,688	2,780,688

B 50% of the total cost of the salt dome were to be paid by the Drain Fund (adjust Drain Perpetual Care Transfer)

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION OF ADOPTION FISCAL-YEAR 2024-2025 BUDGET AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS OF FUTURE FISCAL-YEARS 2025-2026 AND 2026-2027

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 May 6, 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 Manager's recommended budget is based upon City Council's strategic themes and goals which were discussed, along with property tax projections from the City Assessor, and

WHEREAS, this budget has incorporated the CIP plan as approved by the City's Planning Commission at the public hearing held on March 6, 2024, and

WHEREAS, pursuant to Section 8.3 of the Novi City Charter, a detailed revenue and expenditure plan has been presented in accordance with all applicable City, State and Federal Statutes, and

WHEREAS, the City Council passed amendments to the recommended budget during the April 17, 2024 Special Budget Meeting, and

WHEREAS, a public hearing was also held on May 6, 2024 on the recommended budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2026-2027, and

NOW THEREFORE, IT IS THEREFORE RESOLVED that the fiscal year 2024-25 attached budget is adopted and that the City Council acknowledges the Multi-Year Budget,

Including Projections of Future Fiscal-Years 2025-2026 and 2026-2027 as part of this resolution.

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 6th day of May, 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

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
PROPERTY TAX REVENUE					
Property Tax Revenue - Current Levy	$ 21,016,258	$ 22,282,012	$ 23,545,582	$ 24,777,005	$ 25,590,315
Property Tax Revenue - County Chargebacks	(32,801)	25,000	25,000	25,000	25,000
Property Tax Revenue - Tax Tribunal Accr	30,000	(25,000)	(25,000)	(25,000)	(25,000)
Property Tax Revenue - Brownfield Cap 2008	(2,110)	(2,453)	(2,845)	(3,300)	(3,828)
Property Tax Revenue - Police & Fire Levy	5,885,185	6,177,000	6,564,000	6,790,000	6,942,000
Property Tax Revenue - Brownfield Cap 2015	(36,637)	-	-	-	-
Property Tax Revenue-Brownfld Cap B3 17	(73,053)	(99,514)	(135,338)	(184,060)	(205,322)
Property Tax Revenue - PA 359 Advertising	49,889	50,000	50,000	50,000	50,000
Property Tax Revenue - CIA Cap 2018	(147,367)	(199,550)	(269,417)	(313,713)	(361,013)
Property Tax Revenue-Brownfld Cap B4 21	(2,161)	(2,290)	(2,632)	(3,053)	(3,541)
Property Tax Revenue-Brownfld Cap B4X 21	(614)	(615)	(706)	(812)	(934)
Property Tax Revenue - C/Y Delequent PPT	(40,385)	(35,000)	(42,000)	(43,000)	(44,000)
Trailer Tax fees	10,790	12,500	12,500	12,500	12,500
Penalty and interest	172,324	225,000	235,000	245,000	255,000
PROPERTY TAX REVENUE	$ 26,829,318	$ 28,407,090	$ 29,954,144	$ 31,326,567	$ 32,231,177
DONATIONS					
Police Dept Donations	$ -	$ 500	$ -	$ -	$ -
Restricted Fire donations	-	500	-	-	-
Winter Fest - Donations/Sponsorships	34,500	30,000	-	-	-
DONATIONS	$ 34,500	$ 31,000	$ -	$ -	$ -
FEDERAL GRANTS					
Federal Grants - FEMA	$ 170,071	$ -	$ -	$ -	$ -
Federal Grants - Fire	-	-	-	-	-
Federal Grants	7,155	5,000	10,000	10,000	10,000
TIA Grant	22,190	35,000	25,000	25,000	25,000
DRE Grant Revenue	-	-	-	-	-
Federal Grants - Other - ARPA	9,000	-	-	-	-
HIDTA Federal AP Services		46,200	50,000	50,000	50,000
Federal forfeitures-reimbursement only	7,527	10,000	30,000	30,000	30,000
SS Task Force Reimbursement	17,395	20,000	20,000	20,000	20,000
FBI - OT Reimbursement	19,940	18,000	18,000	18,000	18,000
FEDERAL GRANTS	$ 253,278	$ 134,200	$ 153,000	$ 153,000	$ 153,000
FINES AND FORFEITURES					
Court fees and fines	$ 237,470	$ 280,000	$ 300,000	$ 250,000	$ 250,000
Motor carrier fines and fees	13,720	25,000	25,000	25,000	25,000
FINES AND FORFEITURES	$ 251,190	$ 305,000	$ 325,000	$ 275,000	$ 275,000
STATE SOURCES					
Police training grant	$ 84,544	$ 75,500	$ 25,000	$ 25,000	$ 25,000
State and other grants	20,778	15,150			
State Grants - Local Comm Stab Share	38,521	36,164	60,000	60,000	60,000
State revenue sharing	7,343,927	7,497,934	7,649,386	7,892,374	8,056,445
STATE SOURCES	$ 7,487,770	$ 7,624,748	$ 7,734,386	$ 7,977,374	$ 8,141,445

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
LICENSES, PERMITS & CHARGES FOR SVCS					
Clerks Dept Fees (prior business regist)	$ 8,010	$ 10,000	$ 10,000	$ 10,000	$ 10,000
Liquor license fees	73,963	74,495	75,000	80,000	85,000
Engineering review fees	240,778	175,000	125,000	125,000	125,000
Plan and landscape review fees	104,849	125,000	130,000	130,000	130,000
Wet, Wood, Landscape insp/review fees	17,197	95,505	95,000	95,000	95,000
Grading Permits	-	-	-	-	-
Building permits	707,898	550,000	575,000	675,000	675,000
Plan review fees	246,375	225,000	275,000	400,000	400,000
Refrigeration permits	51,145	75,000	75,000	75,000	75,000
Electrical permits	176,005	230,000	230,000	230,000	230,000
Heating permits	151,374	205,000	205,000	205,000	205,000
Plumbing permits	91,376	160,000	150,000	160,000	160,000
Other charges	143,197	168,000	200,000	300,000	300,000
Court abatement revenue	50,083	6,500	14,500	10,000	10,000
Soil erosion fees	13,327	27,000	27,000	27,000	27,000
Cable television fee	761,481	750,000	775,000	760,000	750,000
Weed cutting revenue	7,590	18,000	14,500	10,000	10,000
Board of appeals	12,460	20,000	20,000	20,000	20,000
Police department-miscellaneous revenue	167,503	139,000	149,000	150,000	150,000
Police dispatch service revenue	151,411	157,467	163,766	170,316	177,129
Police contracted services	103,661	156,900	125,000	125,000	130,000
Police OWI revenue	-	700	-	-	-
Police Department - Hosted Training	-	10,000	20,000	20,000	20,000
Administrative reimburse	57,853	88,000	95,000	135,000	135,000
Fire Station #5 revenue	12,000	12,000	12,000	12,000	12,000
LICENSES, PERMITS & CHARGES FOR SVCS	$ 3,349,536	$ 3,478,567	$ 3,560,766	$ 3,924,316	$ 3,931,129
INTEREST INCOME					
Interest on Investments	$ 474,667	$ 318,873	$ 329,635	$ 338,182	$ 338,216
Interest on interfund borrow-CIP Fund	7,659	-	-	-	-
Unrealized gain (loss) on investments	96,375	5,129	66,477	106,165	120,000
Interest on Trust & Agency Funds	(88,877)	430,000	235,000	280,000	310,000
INTEREST INCOME	$ 489,824	$ 754,002	$ 631,112	$ 724,347	$ 768,216
OTHER REVENUE					
Insurance Reimbursement	$ 11,392	$ 35,000	$ 35,000	$ 35,000	$ 35,000
Interest - Cell tower leases	$ 18,279				
Fire Department	8,028	10,000	10,000	10,000	10,000
Fire Department Hosted Training	3,600	2,500	5,000	5,000	5,000
Miscellaneous income	103,642	165,000	150,000	160,000	170,000
Library Network Charges	43,565	20,300	45,000	46,000	47,000
State of the City revenue	10,871	4,000	5,000	5,000	5,000
Spring into Novi/Ethnic Taste & Tune Rev	1,500	-	-	-	-
Novi Township assessment	19,873	20,500	21,500	22,350	23,250
RRRASOC Hosting Fees	16,000	16,000	16,000	16,000	16,000
Cell tower revenue	33,459	50,350	50,350	50,350	50,350
Sale of fixed assets	79,646	125,000	125,000	125,000	125,000
Municipal service charges	365,270	365,270	365,270	365,270	365,270
OTHER REVENUE	$ 715,125	$ 813,920	$ 828,120	$ 839,970	$ 851,870
TOTAL ESTIMATED REVENUES	**$ 39,410,541**	**$ 41,548,527**	**$ 43,186,528**	**$ 45,220,574**	**$ 46,351,837**

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
APPROPRIATIONS					
Dept 101.00-CITY COUNCIL					
PERSONNEL SERVICES	$ 36,074	$ 36,234	$ 36,093	$ 36,096	$ 36,099
SUPPLIES	58	700	200	200	200
OTHER SERVICES AND CHARGES	13,820	28,590	27,702	27,702	27,702
TOTAL Dept 101.00-CITY COUNCIL	$ 49,952	$ 65,524	$ 63,995	$ 63,998	$ 64,001
Dept 172.00-CITY MANAGER					
PERSONNEL SERVICES	$ 503,838	$ 620,513	$ 678,373	$ 704,488	$ 726,367
SUPPLIES	8,490	5,000	1,500	1,500	1,500
OTHER SERVICES AND CHARGES	162,970	176,301	116,201	112,911	112,821
TOTAL Dept 172.00-CITY MANAGER	$ 675,298	$ 801,814	$ 796,074	$ 818,899	$ 840,688
		Financial Services			
Dept 191.00-FINANCE DEPARTMENT					
PERSONNEL SERVICES	$ 906,415	$ 896,807	$ 950,429	$ 990,165	$ 1,020,648
SUPPLIES	7,251	9,800	9,500	9,500	9,500
OTHER SERVICES AND CHARGES	84,859	79,370	99,580	97,720	99,940
TOTAL Dept 191.00-FINANCE DEPARTMENT	$ 998,525	$ 985,977	$ 1,059,509	$ 1,097,385	$ 1,130,088
Dept 253.00-TREASURY DEPARTMENT					
PERSONNEL SERVICES	$ 361,731	$ 350,047	$ 374,043	$ 389,936	$ 402,693
SUPPLIES	30,465	32,500	33,000	34,500	35,500
OTHER SERVICES AND CHARGES	43,790	56,690	47,720	47,820	49,920
TOTAL Dept 253.00-TREASURY DEPARTMENT	$ 435,986	$ 439,237	$ 454,763	$ 472,256	$ 488,113
Financial Services Total	$ 1,434,511	$ 1,425,214	$ 1,514,272	$ 1,569,641	$ 1,618,201
Dept 215.00-CITY CLERK					
PERSONNEL SERVICES	$ 714,867	$ 729,297	$ 712,976	$ 758,119	$ 785,081
SUPPLIES	87,072	79,000	90,000	75,000	75,000
OTHER SERVICES AND CHARGES	204,457	273,190	297,403	243,403	244,403
CAPITAL OUTLAY	-	-	-	-	-
TOTAL Dept 215.00-CITY CLERK	$ 1,006,396	$ 1,081,487	$ 1,100,379	$ 1,076,522	$ 1,104,484
Dept 257.00-ASSESSING DEPARTMENT					
PERSONNEL SERVICES	$ 546,821	$ 539,781	$ 654,671	$ 697,115	$ 719,287
SUPPLIES	17,952	19,500	19,500	19,500	19,500
OTHER SERVICES AND CHARGES	181,730	283,450	192,750	209,035	208,945
CAPITAL OUTLAY	-	33,290	-	-	-
TOTAL Dept 257.00-ASSESSING DEPARTMENT	$ 746,503	$ 876,021	$ 866,921	$ 925,650	$ 947,732
Dept 266.00-CITY ATTORNEY, INSURANCE, & CLAIMS					
OTHER SERVICES AND CHARGES	$ 705,631	$ 756,145	$ 797,200	$ 919,100	$ 919,100
CAPITAL OUTLAY	34,913	89,855	40,000	40,000	40,000
TOTAL Dept 266.00-CTY ATTRNY, INSUR, & CLAIMS	$ 740,544	$ 846,000	$ 837,200	$ 959,100	$ 959,100

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	2026-27
		Integrated Solutions			
Dept 228.00-IS TECHNOLOGY					
PERSONNEL SERVICES	$ 954,252	$ 939,249	$ 968,277	$ 1,032,138	$ 1,065,765
SUPPLIES	101,273	101,310	102,700	108,880	108,880
OTHER SERVICES AND CHARGES	388,539	579,082	496,410	494,475	471,210
CAPITAL OUTLAY	193,767	137,347	13,630	36,700	-
TOTAL Dept 228.00-IS TECHNOLOGY	$ 1,637,831	$ 1,756,988	$ 1,581,017	$ 1,672,193	$ 1,645,855
Dept 265.00-IS FACILITY MANAGEMENT					
PERSONNEL SERVICES	$ 379,998	$ 385,618	$ 436,733	$ 451,543	$ 464,759
SUPPLIES	15,416	21,100	26,270	21,100	21,100
OTHER SERVICES AND CHARGES	873,654	977,334	778,184	752,079	772,249
CAPITAL OUTLAY	309,445	798,269	345,810	46,260	151,940
TOTAL Dept 265.00-IS FACILITY MANAGEMENT	$ 1,578,513	$ 2,182,321	$ 1,586,997	$ 1,270,982	$ 1,410,048
Dept 265.10-IS PARK MAINTENANCE					
PERSONNEL SERVICES	$ 674,937	$ 634,680	$ 668,729	$ 806,394	$ 833,923
SUPPLIES	42,148	51,750	45,340	35,000	36,000
OTHER SERVICES AND CHARGES	457,225	527,970	542,237	538,137	540,087
CAPITAL OUTLAY	242,069	256,193	-	164,236	171,810
TOTAL Dept 265.10-IS PARK MAINTENANCE	$ 1,416,379	$ 1,470,593	$ 1,256,306	$ 1,543,767	$ 1,581,820
Integrated Solutions Total	$ 4,632,723	$ 5,409,902	$ 4,424,320	$ 4,486,942	$ 4,637,723
Dept 270.00-HUMAN RESOURCES					
PERSONNEL SERVICES	$ 526,040	$ 504,706	$ 533,486	$ 577,958	$ 597,083
SUPPLIES	1,479	2,000	2,500	2,000	2,000
OTHER SERVICES AND CHARGES	224,013	222,840	215,135	182,385	183,135
TOTAL Dept 270.00-HUMAN RESOURCES	$ 751,532	$ 729,546	$ 751,121	$ 762,343	$ 782,218
		Public Safety			
Dept 301.00-POLICE DEPARTMENT					
PERSONNEL SERVICES	$ 13,914,358	$ 14,380,114	$ 14,691,780	$ 15,210,152	$ 15,780,948
SUPPLIES	393,181	512,695	419,000	459,720	429,455
OTHER SERVICES AND CHARGES	1,099,053	1,139,010	1,158,873	1,106,883	1,117,798
CAPITAL OUTLAY	226,335	615,768	30,500	30,500	101,250
TOTAL Dept 301.00-POLICE DEPARTMENT	$ 15,632,927	$ 16,647,587	$ 16,300,153	$ 16,807,255	$ 17,429,451
Dept 336.00-FIRE DEPARTMENT					
PERSONNEL SERVICES	$ 5,673,410	$ 6,194,242	$ 6,266,402	$ 6,550,116	$ 6,762,071
SUPPLIES	189,547	210,940	191,500	195,500	195,500
OTHER SERVICES AND CHARGES	814,928	892,002	741,424	727,474	701,524
CAPITAL OUTLAY	26,200	84,000	-	234,030	284,740
TOTAL Dept 336.00-FIRE DEPARTMENT	$ 6,704,085	$ 7,381,184	$ 7,199,326	$ 7,707,120	$ 7,943,835
Public Safety Total	$ 22,337,012	$ 24,028,771	$ 23,499,479	$ 24,514,375	$ 25,373,286

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
		Community Development			
Dept 371.00-COMMUNITY DEVELOPMENT-BUILDING					
PERSONNEL SERVICES	$ 1,869,393	$ 1,851,183	$ 1,844,235	$ 1,945,527	$ 2,009,956
SUPPLIES	44,916	28,300	37,200	27,800	27,800
OTHER SERVICES AND CHARGES	226,729	257,210	214,960	211,430	210,605
CAPITAL OUTLAY	3,800	147,095	-	-	137,850
TOTAL Dept 371.00-COMM DEVELOP-BUILDING	$ 2,144,838	$ 2,283,788	$ 2,096,395	$ 2,184,757	$ 2,386,211
Dept 701.00-COMMUNITY DEVELOPMENT-PLANNING					
PERSONNEL SERVICES	$ 611,853	$ 638,751	$ 647,578	$ 660,036	$ 665,258
SUPPLIES	3,019	5,600	5,400	5,400	5,400
OTHER SERVICES AND CHARGES	180,894	221,022	62,818	60,358	60,358
CAPITAL OUTLAY	-	38,560	-	-	-
TOTAL Dept 701.00-COMM DEVELOP-PLANNING	$ 795,766	$ 903,933	$ 715,796	$ 725,794	$ 731,016
Community Development Total	$ 2,940,604	$ 3,187,721	$ 2,812,191	$ 2,910,551	$ 3,117,227
		Community Relations			
Dept 725.00-CR ADMINISTRATION					
PERSONNEL SERVICES	$ 401,391	$ 370,350	$ 408,548	$ 425,135	$ 439,912
SUPPLIES	35,857	11,000	10,900	10,900	10,900
OTHER SERVICES AND CHARGES	427,502	383,995	352,032	343,032	343,032
CAPITAL OUTLAY	159,782	30,000	20,000	10,000	-
TOTAL Dept 725.00-CR ADMINISTRATION	$ 1,024,532	$ 795,345	$ 791,480	$ 789,067	$ 793,844
Dept 725.10-CR STUDIO 6					
PERSONNEL SERVICES	$ 215,534	$ 219,172	$ 218,178	$ 225,430	$ 231,307
SUPPLIES	226	5,625	5,000	5,000	5,000
OTHER SERVICES AND CHARGES	59,199	42,570	45,458	45,458	45,458
TOTAL Dept 725.10-CR STUDIO 6	$ 274,959	$ 267,367	$ 268,636	$ 275,888	$ 281,765
Community Relations Total	$ 1,299,491	$ 1,062,712	$ 1,060,116	$ 1,064,955	$ 1,075,609
Dept 728.00 ECONOMIC DEVELOPMENT					
PERSONNEL SERVICES	$ 172,984	$ 171,212	$ 29,084	$ 31,603	$ 31,953
SUPPLIES	-	-	-	-	-
OTHER SERVICES AND CHARGES	41,526	47,550	43,794	43,794	43,794
TOTAL Dept 728.00 ECONOMIC DEVELOPMENT	$ 214,510	$ 218,762	$ 72,878	$ 75,397	$ 75,747
Dept 757.00-PRCS: OLDER ADULT SERVICES					
PERSONNEL SERVICES	$ -	$ 250,000	$ -	$ -	$ -
TOTAL Dept 757.00-PRCS: OLDER ADULT SERVICES	$ -	$ 250,000	$ -	$ -	$ -
Dept 773.00-NOVI YOUTH ASSISTANCE					
PERSONNEL SERVICES	$ 25,296	$ 32,687	$ 26,943	$ 32,325	$ 32,394
SUPPLIES	9,015	6,000	3,200	3,200	3,200
OTHER SERVICES AND CHARGES	96	-	-	-	-
TOTAL Dept 773.00-NOVI YOUTH ASSISTANCE	$ 34,407	$ 38,687	$ 30,143	$ 35,525	$ 35,594
Dept 803.00-HISTORICAL COMMISSION					
OTHER SERVICES AND CHARGES	$ 7,781	$ 21,700	$ 8,700	$ 8,700	$ 8,700
TOTAL Dept 803.00-HISTORICAL COMMISSION	$ 7,781	$ 21,700	$ 8,700	$ 8,700	$ 8,700

GENERAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
		Department of Public Works			
Dept 441.00-DPW ADMINISTRATION DIVISION					
PERSONNEL SERVICES	$ 382,946	$ 385,055	$ 416,984	$ 430,499	$ 443,643
SUPPLIES	15,496	10,400	12,100	11,400	11,400
OTHER SERVICES AND CHARGES	173,641	216,917	206,578	206,578	206,578
CAPITAL OUTLAY	18,983	-	-	19,940	-
TOTAL Dept 441.00-DPW ADMINISTRATION	$ 591,066	$ 612,372	$ 635,662	$ 668,417	$ 661,621
Dept 441.10-DPW ENGINEERING DIVISION					
PERSONNEL SERVICES	$ 183,245	$ 221,215	$ 247,014	$ 263,095	$ 281,824
SUPPLIES	704	2,000	2,000	2,000	2,000
OTHER SERVICES AND CHARGES	174,538	119,200	83,643	83,743	83,843
CAPITAL OUTLAY	-	-	-	-	7,570
TOTAL Dept 441.10-DPW ENGINEERING DIVISION	$ 358,487	$ 342,415	$ 332,657	$ 348,838	$ 375,237
Dept 441.20-DPW FIELD OPERATIONS DIVISION					
PERSONNEL SERVICES	$ 762,717	$ 828,586	$ 700,327	$ 866,791	$ 977,234
SUPPLIES	115,203	140,440	154,500	135,500	136,500
OTHER SERVICES AND CHARGES	1,101,713	760,970	787,001	775,906	783,981
CAPITAL OUTLAY	300,726	419,620	621,048	310,500	200,000
TOTAL Dept 441.20-DPW FIELD OPERATIONS	$ 2,280,359	$ 2,149,616	$ 2,262,876	$ 2,088,697	$ 2,097,715
Dept 441.30-DPW FLEET ASSET DIVISION					
PERSONNEL SERVICES	$ 374,266	$ 403,168	$ 377,686	$ 415,889	$ 431,103
SUPPLIES	22,398	31,000	26,000	31,000	31,000
OTHER SERVICES AND CHARGES	331,852	348,520	349,449	349,449	369,449
CAPITAL OUTLAY	469,608	424,329	419,298	744,047	440,315
TOTAL Dept 441.30-DPW FLEET ASSET DIVISION	$ 1,198,124	$ 1,207,017	$ 1,172,433	$ 1,540,385	$ 1,271,867
Department of Public Works Total	$ 4,428,036	$ 4,311,420	$ 4,403,628	$ 4,646,337	$ 4,406,440
Dept 966.00-TRANSFER TO OTHER FUNDS					
TRANSFERS OUT	$ 75,000	$ 225,000	$ 200,000	$ 345,000	$ 325,000
TOTAL Dept 966.00-TRANSFER TO OTHER FUNDS	$ 75,000	$ 225,000	$ 200,000	$ 345,000	$ 325,000
TOTAL APPROPRIATIONS	**$ 41,374,300**	**$ 44,580,281**	**$ 42,441,417**	**$ 44,263,935**	**$ 45,371,750**
NET OF REVENUES/APPROPRIATIONS	$ (1,963,759)	$ (3,031,754)	$ 745,111	$ 956,639	$ 980,087
BEGINNING FUND BALANCE	16,409,153	14,445,394	11,413,640	12,158,751	13,115,390
ENDING FUND BALANCE	**$ 14,445,394**	**$ 11,413,640**	**$ 12,158,751**	**$ 13,115,390**	**$ 14,095,477**
Fund balance as a percentage of total annual expenditures	**35%**	**26%**	**29%**	**30%**	**31%**
Ending Fund Balance (22% min)	$ 9,102,346	$ 9,807,662	$ 9,337,112	$ 9,738,066	$ 9,981,785
Funds above / (below) 22% min	$ 5,343,048	$ 1,605,978	$ 2,821,639	$ 3,377,324	$ 4,113,692
Ending Fund Balance (25% max)	$ 10,343,575	$ 11,145,070	$ 10,610,354	$ 11,065,984	$ 11,342,938
Funds above / (below) 25% max	$ 4,101,819	$ 268,570	$ 1,548,397	$ 2,049,406	$ 2,752,540
Estimated Change in Fund Balance	**-12%**	**-21%**	**7%**	**8%**	**7%**

* **Total Appropriations** include service improvements, capital outlay, light-duty vehicles, and capital improvements. The level of such expenditures is dictated by available funds from accumulated fund balance and anticipated revenue above annual expenditures in conjunction with the targeted fund balance.

MAJOR STREET FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 87,097	$ 6,235	$ 76,251	$ 61,085	$ 67,798
State sources	6,064,643	6,046,503	6,220,038	6,398,553	6,582,191
Transfers in	-	951,000	2,806,000	-	1,716,000
TOTAL ESTIMATED REVENUES	**$ 6,151,740**	**$ 7,003,738**	**$ 9,102,289**	**$ 6,459,638**	**$ 8,365,989**
APPROPRIATIONS		0			
Other services and charges	$ 1,582,610	$ 1,604,638	$ 1,729,215	$ 1,539,365	$ 1,539,515
Capital outlay	1,555,915	10,143,240	7,609,074	4,446,273	7,345,474
TOTAL APPROPRIATIONS	**$ 3,138,525**	**$ 11,747,878**	**$ 9,338,289**	**$ 5,985,638**	**$ 8,884,989**
NET OF REVENUES/APPROPRIATIONS - FUND 202	$ 3,013,215	$ (4,744,140)	$ (236,000)	$ 474,000	$ (519,000)
BEGINNING FUND BALANCE	2,906,270	5,919,485	1,175,345	939,345	1,413,345
ENDING FUND BALANCE	**$ 5,919,485**	**$ 1,175,345**	**$ 939,345**	**$ 1,413,345**	**$ 894,345**
Fund balance as a percentage of total annual expenditures	**189%**	**10%**	**10%**	**24%**	**10%**
Ending Fund Balance (10% minimum)	$ 313,853	$ 1,174,788	$ 933,829	$ 598,564	$ 888,499
Funds above / (below) 10% minimum	$ 5,605,633	$ 557	$ 5,516	$ 814,781	$ 5,846
Ending Fund Balance (20% maximum)	$ 627,705	$ 2,349,576	$ 1,867,658	$ 1,197,128	$ 1,776,998
Funds above / (below) 20% maximum	$ 5,291,780	$ (1,174,231)	$ (928,313)	$ 216,217	$ (882,653)
Estimated Change in Fund Balance	**104%**	**-80%**	**-20%**	**50%**	**-37%**

LOCAL STREET FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 39,844	$ 1,170	$ 28,547	$ 24,544	$ 22,777
Other revenue	389,013	-	-	-	-
State sources	2,071,470	2,080,518	2,140,228	2,201,653	2,264,400
Transfers in	5,559,200	4,992,000	5,418,000	6,280,000	5,367,000
TOTAL ESTIMATED REVENUES	**$ 8,059,527**	**$ 7,073,688**	**$ 7,586,775**	**$ 8,506,197**	**$ 7,654,177**
APPROPRIATIONS					
Other services and charges	$ 1,823,376	$ 2,858,914	$ 2,907,765	$ 2,237,915	$ 2,238,065
Capital outlay	6,151,907	4,552,054	4,675,010	6,184,282	5,486,112
TOTAL APPROPRIATIONS	**$ 7,975,283**	**$ 7,410,968**	**$ 7,582,775**	**$ 8,422,197**	**$ 7,724,177**
NET OF REVENUES/APPROPRIATIONS - FUND 203	$ 84,244	$ (337,280)	$ 4,000	$ 84,000	$ (70,000)
BEGINNING FUND BALANCE	1,008,205	1,092,449	755,169	759,169	843,169
ENDING FUND BALANCE	**$ 1,092,449**	**$ 755,169**	**$ 759,169**	**$ 843,169**	**$ 773,169**
Fund balance as a percentage of total annual expenditures	**14%**	**10%**	**10%**	**10%**	**10%**
Ending Fund Balance (10% minimum)	$ 797,528	$ 741,097	$ 758,278	$ 842,220	$ 772,418
Funds above / (below) 10% minimum	$ 294,921	$ 14,072	$ 892	$ 949	$ 751
Ending Fund Balance (20% maximum)	$ 1,595,057	$ 1,482,194	$ 1,516,555	$ 1,684,439	$ 1,544,835
Funds above / (below) 20% maximum	$ (502,608)	$ (727,025)	$ (757,386)	$ (841,270)	$ (771,666)
Estimated Change in Fund Balance	**8%**	**-31%**	**1%**	**11%**	**-8%**

MUNICIPAL STREET FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Property tax revenue	$ 6,186,798	$ 6,539,559	$ 6,963,067	$ 7,202,772	$ 7,323,365
Interest income	86,642	18,456	99,163	84,053	64,610
Licenses, permits & charges for services	4,087	10,000	20,000	20,000	10,000
Other revenue	149,992	145,000	150,000	246,000	160,000
State sources	297,962	265,000	316,000	343,000	370,000
TOTAL ESTIMATED REVENUES	**$ 6,725,481**	**$ 6,978,015**	**$ 7,548,230**	**$ 7,895,825**	**$ 7,927,975**
APPROPRIATIONS					
Other services and charges	$ 596,216	$ 699,794	$ 684,700	$ 684,825	$ 684,975
Capital outlay	1,153,084	1,663,621	548,530	1,400,000	200,000
Transfers out	5,559,200	5,943,000	8,224,000	6,280,000	7,083,000
TOTAL APPROPRIATIONS	**$ 7,308,500**	**$ 8,306,415**	**$ 9,457,230**	**$ 8,364,825**	**$ 7,967,975**
NET OF REVENUES/APPROPRIATIONS - FUND 204	$ (583,019)	$ (1,328,400)	$ (1,909,000)	$ (469,000)	$ (40,000)
BEGINNING FUND BALANCE	5,126,585	4,543,566	3,215,166	1,306,166	837,166
ENDING FUND BALANCE	**$ 4,543,566**	**$ 3,215,166**	**$ 1,306,166**	**$ 837,166**	**$ 797,166**
Fund balance as a percentage of total annual expenditures	**62%**	**39%**	**14%**	**10%**	**10%**
Ending Fund Balance (10% minimum)	$ 730,850	$ 830,642	$ 945,723	$ 836,483	$ 796,798
Funds above / (below) 10% minimum	$ 3,812,716	$ 2,384,525	$ 360,443	$ 684	$ 369
Ending Fund Balance (20% maximum)	$ 1,461,700	$ 1,661,283	$ 1,891,446	$ 1,672,965	$ 1,593,595
Funds above / (below) 20% maximum	$ 3,081,866	$ 1,553,883	$ (585,280)	$ (835,799)	$ (796,429)
Estimated Change in Fund Balance	**-11%**	**-29%**	**-59%**	**-36%**	**-5%**

PARKS, RECREATION & 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
State sources	6,680	7,000	8,000	8,000	8,000
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
Funds above / (below) 22% maximum	$ 987,351	$ (285,681)	$ (206,816)	$ (211,127)	$ (231,975)
Estimated Change in Fund Balance	**41%**	**-56%**	**-17%**	**0%**	**0%**

TREE FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 51,948	$ 91,592	$ 71,471	$ 70,518	$ 63,721
Donations	5,250	-	-	-	-
Other revenue	161,407	315,000	315,000	315,000	315,000
TOTAL ESTIMATED REVENUES	**$ 218,605**	**$ 406,592**	**$ 386,471**	**$ 385,518**	**$ 378,721**
APPROPRIATIONS					
Personnel services	$ 90,644	$ 93,190	$ 105,563	$ 108,645	$ 111,823
Supplies	105	1,000	1,000	1,000	1,000
Other services and charges	565,202	523,402	485,848	725,873	585,898
Capital outlay	-	451,000	44,060	-	-
TOTAL APPROPRIATIONS	**$ 655,951**	**$ 1,068,592**	**$ 636,471**	**$ 835,518**	**$ 698,721**
NET OF REVENUES/APPROPRIATIONS - FUND 213	$ (437,346)	$ (662,000)	$ (250,000)	$ (450,000)	$ (320,000)
BEGINNING FUND BALANCE	2,960,698	2,523,352	1,861,352	1,611,352	1,161,352
ENDING FUND BALANCE	**$ 2,523,352**	**$ 1,861,352**	**$ 1,611,352**	**$ 1,161,352**	**$ 841,352**
Fund balance as a percentage of total annual expenditures	**385%**	**174%**	**253%**	**139%**	**120%**
Ending Fund Balance ($500,000 minimum)	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000
Funds above / (below) $500,000 minimum	$ 2,023,352	$ 1,361,352	$ 1,111,352	$ 661,352	$ 341,352
Estimated Change in Fund Balance	**-15%**	**-26%**	**-13%**	**-28%**	**-28%**

DRAIN FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Property tax revenue	$ 2,661,112	$ 2,812,022	$ 2,969,236	$ 3,067,390	$ 3,134,883
State sources	11,172	11,200	13,000	13,000	13,000
Interest income	36,772	19,578	25,028	26,611	25,995
Other revenue	27,467	10,000	10,000	10,000	10,000
Transfers in	-	2,475,467	2,777,096	-	-
TOTAL ESTIMATED REVENUES	**$ 2,736,523**	**$ 5,328,267**	**$ 5,794,360**	**$ 3,117,001**	**$ 3,183,878**
APPROPRIATIONS					
Personnel services	$ -	$ 131	$ -	$ -	$ -
Other services and charges	1,228,265	1,359,467	1,384,693	1,384,843	1,385,518
Capital outlay	997,030	4,497,848	4,409,667	1,391,158	1,497,360
Transfers out	-	-	-	341,000	301,000
TOTAL APPROPRIATIONS	**$ 2,225,295**	**$ 5,857,446**	**$ 5,794,360**	**$ 3,117,001**	**$ 3,183,878**
		0			
NET OF REVENUES/APPROPRIATIONS - FUND 211	$ 511,228	$ (529,179)	$ -	$ -	$ -
BEGINNING FUND BALANCE	17,951	529,179	-	-	-
ENDING FUND BALANCE	**$ 529,179**	**$ -**	**$ -**	**$ -**	**$ -**
Fund balance as a percentage of total annual expenditures	**24%**	**0%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**2848%**	**-100%**	**0%**	**0%**	**0%**

RUBBISH COLLECTION FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 661	$ -	$ -	$ -	$ -
Licenses, permits & charges for services	2,115,825	2,230,000	2,297,000	2,365,000	2,365,000
TOTAL ESTIMATED REVENUES	**$ 2,116,486**	**$ 2,230,000**	**$ 2,297,000**	**$ 2,365,000**	**$ 2,365,000**
APPROPRIATIONS					
Other services and charges	$ 2,116,486	$ 2,230,000	$ 2,297,000	$ 2,365,000	$ 2,365,000
TOTAL APPROPRIATIONS	**$ 2,116,486**	**$ 2,230,000**	**$ 2,297,000**	**$ 2,365,000**	**$ 2,365,000**
NET OF REVENUES/APPROPRIATIONS - FUND 226	$ -	$ -	$ -	$ -	$ -
BEGINNING FUND BALANCE	-	-	-	-	-
ENDING FUND BALANCE	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Fund balance as a percentage of total annual expenditures	**0%**	**0%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**0%**	**0%**	**0%**	**0%**	**0%**

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Federal grants	$ 151,751	$ 146,578	$ 131,000	$ 131,000	$ 131,000
TOTAL ESTIMATED REVENUES	**$ 151,751**	**$ 146,578**	**$ 131,000**	**$ 131,000**	**$ 131,000**
APPROPRIATIONS					
Other services and charges	$ 147,603	$ 131,000	$ 131,000	$ 131,000	$ 131,000
TOTAL APPROPRIATIONS	**$ 147,603**	**$ 131,000**	**$ 131,000**	**$ 131,000**	**$ 131,000**
NET OF REVENUES/APPROPRIATIONS - FUND 274	$ 4,148	$ 15,578	$ -	$ -	$ -
BEGINNING FUND BALANCE	(19,726)	(15,578)	-	-	-
ENDING FUND BALANCE	**$ (15,578)**	**$ -**	**$ -**	**$ -**	**$ -**
Fund balance as a percentage of total annual expenditures	**-11%**	**0%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**-21%**	**-100%**	**0%**	**0%**	**0%**

FORFEITURE FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Transfers in	$ -	$ 200,000	$ 150,000	$ 100,000	$ 100,000
Federal grants	3,371	37,345	-	-	-
Fines and forfeitures	180,197	304,995	347,990	405,600	411,600
Interest income	1,160	-	-	-	760
Other revenue	44,082	30,000	33,000	35,000	35,000
TOTAL ESTIMATED REVENUES	**$ 228,810**	**$ 572,340**	**$ 530,990**	**$ 540,600**	**$ 547,360**
APPROPRIATIONS					
Supplies	$ -	$ 25,000	$ 20,000	$ 20,000	$ 17,000
Capital outlay	138,643	637,507	510,990	520,600	530,360
TOTAL APPROPRIATIONS	**$ 138,643**	**$ 662,507**	**$ 530,990**	**$ 540,600**	**$ 547,360**
NET OF REVENUES/APPROPRIATIONS - FUND 262	$ 90,167	$ (90,167)	$ -	$ -	$ -
BEGINNING FUND BALANCE	-	90,167	-	-	-
ENDING FUND BALANCE	**$ 90,167**	**$ -**	**$ -**	**$ -**	**$ -**
Fund balance as a percentage of total annual expenditures	**65%**	**0%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**0%**	**0%**	**0%**	**0%**	**0%**

LIBRARY FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Property tax revenue	$ 3,182,484	$ 3,368,503	$ 3,547,534	$ 3,668,470	$ 3,749,691
Donations	7,713	7,500	9,500	9,500	9,500
Fines and forfeitures	108,028	98,071	88,000	88,000	88,000
Interest income	80,760	33,920	54,000	80,000	75,000
Other revenue	49,304	51,700	44,950	45,275	45,600
State sources	79,665	56,200	65,000	65,000	65,000
TOTAL ESTIMATED REVENUES	**$ 3,507,954**	**$ 3,615,894**	**$ 3,808,984**	**$ 3,956,245**	**$ 4,032,791**
APPROPRIATIONS					
Personnel services	$ 2,172,054	$ 2,579,238	$ 2,781,800	$ 2,892,550	$ 3,008,285
Supplies	599,074	683,373	774,300	785,900	800,500
Other services and charges	633,706	717,580	739,450	749,100	756,450
Capital outlay	67,882	47,000	37,000	41,900	12,100
TOTAL APPROPRIATIONS	**$ 3,472,716**	**$ 4,027,191**	**$ 4,332,550**	**$ 4,469,450**	**$ 4,577,335**
NET OF REVENUES/APPROPRIATIONS - FUND 271	$ 35,238	$ (411,297)	$ (523,566)	$ (513,205)	$ (544,544)
BEGINNING FUND BALANCE	2,563,502	2,598,740	2,187,443	1,663,877	1,150,672
ENDING FUND BALANCE	**$ 2,598,740**	**$ 2,187,443**	**$ 1,663,877**	**$ 1,150,672**	**$ 606,128**
Fund balance as a percentage of total annual expenditures	**75%**	**54%**	**38%**	**26%**	**13%**
Estimated Change in Fund Balance	**1%**	**-16%**	**-24%**	**-31%**	**-47%**

LIBRARY CONTRIBUTION FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Donations	$ 27,785	$ 19,400	$ 9,500	$ 7,500	$ 7,500
Interest income	33,146	22,500	22,500	22,500	22,500
TOTAL ESTIMATED REVENUES	**$ 60,931**	**$ 41,900**	**$ 32,000**	**$ 30,000**	**$ 30,000**
APPROPRIATIONS					
Supplies	$ 15,531	$ 81,300	$ 8,500	$ 34,500	$ 34,500
Capital outlay	2,868	131,601	247,000	247,000	247,000
TOTAL APPROPRIATIONS	**$ 18,399**	**$ 212,901**	**$ 255,500**	**$ 281,500**	**$ 281,500**
NET OF REVENUES/APPROPRIATIONS - FUND 272	$ 42,532	$ (171,001)	$ (223,500)	$ (251,500)	$ (251,500)
BEGINNING FUND BALANCE	1,656,055	1,698,587	1,527,586	1,304,086	1,052,586
ENDING FUND BALANCE	**$ 1,698,587**	**$ 1,527,586**	**$ 1,304,086**	**$ 1,052,586**	**$ 801,086**
Fund balance as a percentage of total annual expenditures	**9232%**	**718%**	**510%**	**374%**	**285%**
Estimated Change in Fund Balance	**3%**	**-10%**	**-15%**	**-19%**	**-24%**

OPIOID SETTLEMENT FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Other revenue	$ 50,610	$ 50,610	$ 50,610	$ 50,610	$ 50,610
TOTAL ESTIMATED REVENUES	**$ 50,610**	**$ 50,610**	**$ 50,610**	**$ 50,610**	**$ 50,610**
APPROPRIATIONS					
Other services and charges	$ -	$ 101,220	$ 50,610	$ 50,610	$ 50,610
TOTAL APPROPRIATIONS	**$ -**	**$ 101,220**	**$ 50,610**	**$ 50,610**	**$ 50,610**
NET OF REVENUES/APPROPRIATIONS - FUND 285	$ 50,610	$ (50,610)	$ -	$ -	$ -
BEGINNING FUND BALANCE	-	50,610	-	-	-
ENDING FUND BALANCE	**$ 50,610**	**$ -**	**$ -**	**$ -**	**$ -**
Fund balance as a percentage of total annual expenditures	**0%**	**0%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**0%**	**0%**	**0%**	**0%**	**0%**

STREET LIGHTING (WEST OAKS STREET) FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Special assessments levied	$ 7,529	$ 7,529	$ 7,529	$ 7,529	$ 7,529
TOTAL ESTIMATED REVENUES	**$ 7,529**	**$ 7,529**	**$ 7,529**	**$ 7,529**	**$ 7,529**
APPROPRIATIONS					
Other services and charges	$ 5,146	$ 5,329	$ 5,229	$ 5,329	$ 5,429
TOTAL APPROPRIATIONS	**$ 5,146**	**$ 5,329**	**$ 5,229**	**$ 5,329**	**$ 5,429**
NET OF REVENUES/APPROPRIATIONS - FUND 281	$ 2,383	$ 2,200	$ 2,300	$ 2,200	$ 2,100
BEGINNING FUND BALANCE	49,163	51,546	53,746	56,046	58,246
ENDING FUND BALANCE	**$ 51,546**	**$ 53,746**	**$ 56,046**	**$ 58,246**	**$ 60,346**
Fund balance as a percentage of total annual expenditures	**1002%**	**1009%**	**1072%**	**1093%**	**1112%**
Estimated Change in Fund Balance	***5%***	**4%**	**4%**	**4%**	**4%**

STREET LIGHTING (WEST LAKE DRIVE) FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Special assessments levied	$ 3,300	$ 3,300	$ 3,300	$ 3,300	$ 3,300
TOTAL ESTIMATED REVENUES	**$ 3,300**	**$ 3,300**	**$ 3,300**	**$ 3,300**	**$ 3,300**
APPROPRIATIONS					
Other services and charges	$ 3,157	$ 3,250	$ 3,300	$ 3,300	$ 3,300
TOTAL APPROPRIATIONS	**$ 3,157**	**$ 3,250**	**$ 3,300**	**$ 3,300**	**$ 3,300**
NET OF REVENUES/APPROPRIATIONS - FUND 286	$ 143	$ 50	$ -	$ -	$ -
BEGINNING FUND BALANCE	3,913	4,056	4,106	4,106	4,106
ENDING FUND BALANCE	**$ 4,056**	**$ 4,106**	**$ 4,106**	**$ 4,106**	**$ 4,106**
Fund balance as a percentage of total annual expenditures	**128%**	**126%**	**124%**	**124%**	**124%**
Estimated Change in Fund Balance	**4%**	**1%**	**0%**	**0%**	**0%**

STREET LIGHTING (TOWN CENTER STREET) FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Special assessments levied	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000
TOTAL ESTIMATED REVENUES	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**
APPROPRIATIONS					
Other services and charges	$ 21,013	$ 21,700	$ 22,300	$ 23,000	$ 23,000
TOTAL APPROPRIATIONS	**$ 21,013**	**$ 21,700**	**$ 22,300**	**$ 23,000**	**$ 23,000**
NET OF REVENUES/APPROPRIATIONS - FUND 287	$ 3,987	$ 3,300	$ 2,700	$ 2,000	$ 2,000
BEGINNING FUND BALANCE	23,963	27,950	31,250	33,950	35,950
ENDING FUND BALANCE	**$ 27,950**	**$ 31,250**	**$ 33,950**	**$ 35,950**	**$ 37,950**
Fund balance as a percentage of total annual expenditures	**133%**	**144%**	**152%**	**156%**	**165%**
Estimated Change in Fund Balance	**17%**	**12%**	**9%**	**6%**	**6%**

Debt Service Fund

LIBRARY CONSTRUCTION DEBT FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Property tax revenue	$ 1,520,471	$ 1,402,108	$ 1,695,913	$ 1,757,122	$ 390,104
Interest income	-	100	287	103	100
State sources	23,777	12,700	25,000	25,000	25,000
TOTAL ESTIMATED REVENUES	**$ 1,544,248**	**$ 1,414,908**	**$ 1,721,200**	**$ 1,782,225**	**$ 415,204**
APPROPRIATIONS					
Debt service	$ 1,416,600	$ 1,412,400	$ 1,416,700	$ 1,415,700	$ 1,417,800
Other services and charges	400	408	500	525	550
TOTAL APPROPRIATIONS	**$ 1,417,000**	**$ 1,412,808**	**$ 1,417,200**	**$ 1,416,225**	**$ 1,418,350**
NET OF REVENUES/APPROPRIATIONS - FUND 371	$ 127,248	$ 2,100	$ 304,000	$ 366,000	$ (1,003,146)
BEGINNING FUND BALANCE	203,798	331,046	333,146	637,146	1,003,146
ENDING FUND BALANCE	**$ 331,046**	**$ 333,146**	**$ 637,146**	**$ 1,003,146**	**$ -**
Fund balance as a percentage of total annual expenditures	**23%**	**24%**	**45%**	**71%**	**0%**
Estimated Change in Fund Balance	**62%**	**1%**	**91%**	**57%**	**-100%**

Capital Improvement Funds

SPECIAL ASSESSMENT REVOLVING FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 122,575	$ 80,000	$ 66,525	$ 52,550	$ 52,575
TOTAL ESTIMATED REVENUES	**$ 122,575**	**$ 80,000**	**$ 66,525**	**$ 52,550**	**$ 52,575**
APPROPRIATIONS					
Other services and charges	$ 420	$ -	$ 525	$ 550	$ 575
TOTAL APPROPRIATIONS	**$ 420**	**$ -**	**$ 525**	**$ 550**	**$ 575**
NET OF REVENUES/APPROPRIATIONS - FUND 418	$ 122,155	$ 80,000	$ 66,000	$ 52,000	$ 52,000
BEGINNING FUND BALANCE	4,407,606	4,529,761	4,609,761	4,675,761	4,727,761
ENDING FUND BALANCE	**$ 4,529,761**	**$ 4,609,761**	**$ 4,675,761**	**$ 4,727,761**	**$ 4,779,761**
Fund balance as a percentage of total annual expenditures	**1078515%**	**0%**	**890621%**	**859593%**	**831263%**
Estimated Change in Fund Balance	**3%**	**2%**	**1%**	**1%**	**1%**

CAPITAL IMPROVEMENT PROGRAM (CIP) FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Property tax revenue	$ 4,145,914	$ 4,376,793	$ 4,613,359	$ 4,771,424	$ 4,877,780
Interest income	35,464	790	3,641	1,626	7,320
Donations	-	-	400,000	-	-
TOTAL ESTIMATED REVENUES	**$ 4,181,378**	**$ 4,377,583**	**$ 5,017,000**	**$ 4,773,050**	**$ 4,885,100**
APPROPRIATIONS					
Other services and charges	$ 800	$ 815	$ 1,000	$ 1,050	$ 1,100
Debt service	96,651	128,378	206,000	92,000	4,000
Capital outlay	2,957,643	13,371,965	-	-	-
TOTAL APPROPRIATIONS	**$ 3,055,094**	**$ 13,501,158**	**$ 207,000**	**$ 93,050**	**$ 5,100**
NET OF REVENUES/APPROPRIATIONS - FUND 401	$ 1,126,284	$ (9,123,575)	$ 4,810,000	$ 4,680,000	$ 4,880,000
BEGINNING FUND BALANCE	(4,821,352)	(3,695,068)	(12,818,643)	(8,008,643)	(3,328,643)
ENDING FUND BALANCE *	**$ (3,695,068)**	**$ (12,818,643)**	**$ (8,008,643)**	**$ (3,328,643)**	**$ 1,551,357**
Fund balance as a percentage of total annual expenditures	**121%**	**95%**	**3869%**	**3577%**	**30419%**
Estimated Change in Fund Balance	**23%**	**247%**	**38%**	**58%**	**147%**

GUN RANGE FACILITY FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Licenses, permits & charges for services	$ 120,000	$ 70,000	$ 71,000	$ 72,000	$ 72,000
Interest income	8,750	7,330	5,000	6,000	4,190
TOTAL ESTIMATED REVENUES	**$ 128,750**	**$ 77,330**	**$ 76,000**	**$ 78,000**	**$ 76,190**
APPROPRIATIONS					
Capital outlay	$ 60,344	$ 30,330	$ 28,000	$ -	$ 111,190
TOTAL APPROPRIATIONS	**$ 60,344**	**$ 30,330**	**$ 28,000**	**$ -**	**$ 111,190**
NET OF REVENUES/APPROPRIATIONS - FUND 409	$ 68,406	$ 47,000	$ 48,000	$ 78,000	$ (35,000)
BEGINNING FUND BALANCE	410,972	479,378	526,378	574,378	652,378
ENDING FUND BALANCE	**$ 479,378**	**$ 526,378**	**$ 574,378**	**$ 652,378**	**$ 617,378**
Fund balance as a percentage of total annual expenditures	**794%**	**1736%**	**2051%**	**0%**	**555%**
Estimated Change in Fund Balance	**17%**	**10%**	**9%**	**14%**	**-5%**

PEG CABLE - CAPITAL FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Licenses, permits & charges for services	$ 304,592	$ 310,000	$ 305,000	$ 300,000	$ 300,000
Interest income	22,451	10,680	2,000	2,000	2,000
TOTAL ESTIMATED REVENUES	**$ 327,043**	**$ 320,680**	**$ 307,000**	**$ 302,000**	**$ 302,000**
APPROPRIATIONS					
Capital outlay	$ 20,000	$ 734,680	$ -	$ -	$ -
TOTAL APPROPRIATIONS	**$ 20,000**	**$ 734,680**	**$ -**	**$ -**	**$ -**
NET OF REVENUES/APPROPRIATIONS - FUND 463	$ 307,043	$ (414,000)	$ 307,000	$ 302,000	$ 302,000
BEGINNING FUND BALANCE	988,409	1,295,452	881,452	1,188,452	1,490,452
ENDING FUND BALANCE	**$ 1,295,452**	**$ 881,452**	**$ 1,188,452**	**$ 1,490,452**	**$ 1,792,452**
Fund balance as a percentage of total annual expenditures	**0%**	**120%**	**0%**	**0%**	**0%**
Estimated Change in Fund Balance	**31%**	**-32%**	**35%**	**25%**	**20%**

Permanent Fund

DRAIN PERPETUAL MAINTENANCE FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Interest income	$ 137,239	$ 76,000	$ 130,000	$ 89,000	$ 89,000
Tap-in fees	-	5,000	5,000	5,000	5,000
Transfers in	-	-	-	341,000	301,000
TOTAL ESTIMATED REVENUES	**$ 137,239**	**$ 81,000**	**$ 135,000**	**$ 435,000**	**$ 395,000**
APPROPRIATIONS					
Transfers out	$ -	$ 2,475,467	$ 2,777,096	$ -	$ -
TOTAL APPROPRIATIONS	**$ -**	**$ 2,475,467**	**$ 2,777,096**	**$ -**	**$ -**
NET OF REVENUES/APPROPRIATIONS - FUND 152	$ 137,239	$ (2,394,467)	$ (2,642,096)	$ 435,000	$ 395,000
BEGINNING FUND BALANCE	6,850,012	6,987,251	4,592,784	1,950,688	2,385,688
ENDING FUND BALANCE	**$ 6,987,251**	**$ 4,592,784**	**$ 1,950,688**	**$ 2,385,688**	**$ 2,780,688**
Fund balance as a percentage of total annual expenditures	**0%**	**186%**	**70%**	**0%**	**0%**
Estimated Change in Fund Balance	**2%**	**-34%**	**-58%**	**22%**	**17%**

Enterprise Funds

ICE ARENA FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Program revenue	$ 1,799,126	$ 1,777,975	$ 1,874,001	$ 1,892,600	$ 1,918,600
Interest income	36,564	13,498	24,667	29,426	30,176
Other revenue	117,213	120,000	41,200	42,000	43,000
TOTAL ESTIMATED REVENUES	**$ 1,952,903**	**$ 1,911,473**	**$ 1,939,868**	**$ 1,964,026**	**$ 1,991,776**
APPROPRIATIONS					
Supplies	$ 24,449	$ 16,100	$ 49,440	$ 22,200	$ 22,200
Other services and charges	1,950,829	1,467,343	1,630,928	1,507,276	1,474,246
Capital outlay	-	426,610	198,500	904,550	525,330
Debt service	23,150	533,230	-	-	-
TOTAL APPROPRIATIONS	**$ 1,998,428**	**$ 2,443,283**	**$ 1,878,868**	**$ 2,434,026**	**$ 2,021,776**
NET OF REVENUES/APPROPRIATIONS - FUND 570	$ (45,525)	$ (531,810)	$ 61,000	$ (470,000)	$ (30,000)
BEGINNING FUND BALANCE	5,204,683	5,159,158	4,627,348	4,688,348	4,218,348
ENDING FUND BALANCE	**$ 5,159,158**	**$ 4,627,348**	**$ 4,688,348**	**$ 4,218,348**	**$ 4,188,348**
Fund balance as a percentage of total annual expenditures	**258%**	**189%**	**250%**	**173%**	**207%**
Estimated Change in Fund Balance	**-1%**	**-10%**	**1%**	**-10%**	**-1%**

WATER AND SEWER FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Operating revenue	$ 26,685,136	$ 26,640,600	$ 28,155,625	$ 29,536,650	$ 30,986,675
Capital contributions	2,743,881	1,100,000	1,100,000	1,100,000	1,100,000
Interest income	700,183	338,910	721,620	490,043	523,614
Other revenue	227,541	165,994	220,000	225,000	230,000
TOTAL ESTIMATED REVENUES	**$ 30,356,741**	**$ 28,245,504**	**$ 30,197,245**	**$ 31,351,693**	**$ 32,840,289**
APPROPRIATIONS					
Personnel services	1,740,016	1,628,453	1,737,622	1,789,818	1,842,949
Supplies	80,624	84,700	79,750	81,750	83,750
Other services and charges	29,342,628	26,180,675	27,544,967	28,846,587	30,164,937
Capital outlay	(1,250)	35,170,296	9,034,906	2,733,538	3,448,653
TOTAL APPROPRIATIONS	**$ 31,162,018**	**$ 63,064,124**	**$ 38,397,245**	**$ 33,451,693**	**$ 35,540,289**
NET OF REVENUES/APPROPRIATIONS - FUND 592	$ (805,277)	$ (34,818,620)	$ (8,200,000)	$ (2,100,000)	$ (2,700,000)
BEGINNING FUND BALANCE	193,259,273	192,453,996	157,635,376	149,435,376	147,335,376
ENDING FUND BALANCE	**$ 192,453,996**	**$ 157,635,376**	**$ 149,435,376**	**$ 147,335,376**	**$ 144,635,376**
Fund balance as a percentage of total annual expenditures	**618%**	**250%**	**389%**	**440%**	**407%**
Estimated Change in Fund Balance	**0%**	**-18%**	**-5%**	**-1%**	**-2%**

SENIOR HOUSING FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Operating revenue	$ 2,139,067	$ 2,163,220	$ 2,180,220	$ 2,203,220	$ 2,225,353
Donations	-	-	250,000	-	-
Interest income	25,077	14,065	26,730	24,092	36,234
Other revenue	30,613	23,200	27,400	27,400	27,400
TOTAL ESTIMATED REVENUES	**$ 2,194,757**	**$ 2,200,485**	**$ 2,484,350**	**$ 2,254,712**	**$ 2,288,987**
APPROPRIATIONS					
Supplies	$ 9,662	$ 10,475	$ 8,875	$ 10,475	$ 10,475
Other services and charges	1,346,124	863,306	885,347	941,808	950,112
Capital outlay	-	1,395,445	129,200	366,000	288,400
Debt service	73,681	1,038,229	1,035,558	1,032,429	-
TOTAL APPROPRIATIONS	**$ 1,429,467**	**$ 3,307,455**	**$ 2,058,980**	**$ 2,350,712**	**$ 1,248,987**
NET OF REVENUES/APPROPRIATIONS - FUND 574	$ 765,290	$ (1,106,970)	$ 425,370	$ (96,000)	$ 1,040,000
BEGINNING FUND BALANCE	7,509,615	8,274,905	7,167,935	7,593,305	7,497,305
ENDING FUND BALANCE	**$ 8,274,905**	**$ 7,167,935**	**$ 7,593,305**	**$ 7,497,305**	**$ 8,537,305**
Fund balance as a percentage of total annual expenditures	**579%**	**217%**	**369%**	**319%**	**684%**
Estimated Change in Fund Balance	**10%**	**-13%**	**6%**	**-1%**	**14%**

Internal Service Fund

SELF INSURANCE HEALTHCARE FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	2026-27
ESTIMATED REVENUES					
Licenses, Permits, and Charges for Services	$ 3,953,060	$ 3,280,000	$ 3,554,000	$ 3,748,000	$ 3,948,000
Interest income	37,404	2,000	51,000	55,000	65,000
Other revenue	1,495,473	420,000	400,000	410,000	425,000
TOTAL ESTIMATED REVENUES	**$ 5,485,937**	**$ 3,702,000**	**$ 4,005,000**	**$ 4,213,000**	**$ 4,438,000**
APPROPRIATIONS					
Other services and charges	$ 2,400	$ 2,000	$ 3,000	$ 3,000	$ 3,000
Personnel Services	5,467,620	4,000,000	3,332,000	3,500,000	3,675,000
TOTAL APPROPRIATIONS	**$ 5,470,020**	**$ 4,002,000**	**$ 3,335,000**	**$ 3,503,000**	**$ 3,678,000**
NET OF REVENUES/APPROPRIATIONS - FUND 677	$ 15,917	$ (300,000)	$ 670,000	$ 710,000	$ 760,000
BEGINNING FUND BALANCE	1,602,204	1,618,121	1,318,121	1,988,121	2,698,121
ENDING FUND BALANCE	**$ 1,618,121**	**$ 1,318,121**	**$ 1,988,121**	**$ 2,698,121**	**$ 3,458,121**
Fund balance as a percentage of total annual expenditures	**30%**	**33%**	**60%**	**77%**	**94%**
Estimated Change in Fund Balance	**1%**	**-19%**	**51%**	**36%**	**28%**

Fiduciary Fund

RETIREE HEALTHCARE BENEFITS FUND

	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26	PROJECTED 2026-27
ESTIMATED REVENUES					
Contributions-Employer	$ -	$ -	$ -	$ -	$ -
Interest income	3,233,675	2,300,000	2,400,000	2,425,000	2,470,000
Other revenue	200	-	-	-	-
TOTAL ESTIMATED REVENUES	**$ 3,233,875**	**$ 2,300,000**	**$ 2,400,000**	**$ 2,425,000**	**$ 2,470,000**
APPROPRIATIONS					
Personnel Services	$ 1,327,569	$ 1,284,000	$ 1,434,000	$ 1,491,000	$ 1,551,000
Other services and charges	293,313	285,000	304,000	312,000	320,000
TOTAL APPROPRIATIONS	**$ 1,620,882**	**$ 1,569,000**	**$ 1,738,000**	**$ 1,803,000**	**$ 1,871,000**
NET OF REVENUES/APPROPRIATIONS - FUND 737	$ 1,612,993	$ 731,000	$ 662,000	$ 622,000	$ 599,000
BEGINNING FUND BALANCE	32,361,913	33,974,906	34,705,906	35,367,906	35,989,906
ENDING FUND BALANCE	**$ 33,974,906**	**$ 34,705,906**	**$ 35,367,906**	**$ 35,989,906**	**$ 36,588,906**
Fund balance as a percentage of total annual expenditures	**2096%**	**2212%**	**2035%**	**1996%**	**1956%**
Estimated Change in Fund Balance	**5%**	**2%**	**2%**	**2%**	**2%**

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: 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.

SUBMITTING DEPARTMENT: City Manager
Parks, Recreation, and Cultural Services/OAS

BACKGROUND INFORMATION:

On Monday, April 22, City Council passed a motion to subsidize senior transportation medical rides through People's Express for residents age 55+ and for any individual with a limiting disability who cannot drive beginning July 1, 2024. Staff have estimated this expense at $12,610. This estimate was based on current Novi operating hours and rider data from the previous calendar year. It did not include allowances for an increase in hours or days of operation with PEX or out-of-boundary rides, therefore this total is likely to increase.

At the April 29 Older Adult Needs Committee, a motion was unanimously passed to "Recommend to City Council 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." Should Council with this modified policy decision staff projects a cost based on current ridership of $27,714 (expanded hours and days may affect this amount once PEX assumes responsibility).

Funds for these rides are allocated in the proposed FY2024-25 PRCS/OAS budget (i.e., the previous operating expenses for the City's transit service). Staff would monitor ridership and provide an update in December 2024 and adjust the budget accordingly.

RECOMMENDED ACTION: 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.

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
WEDNESDAY, APRIL 17, 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 (Absent/Excused), Heintz, Smith, Staudt, Thomas (Absent/Excused)

ALSO PRESENT: Victor Cardenas, City Manager
Tom Schultz, City Attorney

APPROVAL OF AGENDA:

CM 24-04-49 **Moved by Casey, seconded by Staudt; MOTION CARRIED: 5-0**

To approve the agenda as presented.

Roll call vote on CM 24-04-49 **Yeas: Casey, Heintz, Smith, Staudt, Fischer**
Nays: None
Absent: Gurumurthy, Thomas

APPROVAL OF MINUTES

1. Approve Minutes of:
April 3, 2024 - Special Budget Session

CM 24-04-50 **Moved by Casey, seconded by Smith; MOTION CARRIED: 5-0**

To approve the agenda as presented.

Roll call vote on CM 24-04-50 **Yeas: Casey, Heintz, Smith, Staudt, Fischer**
Nays: None
Absent: Gurumurthy, Thomas

PURPOSE OF SPECIAL MEETING: 2024 - 2025 CITY OF NOVI BUDGET

1. Proposed 2024-25 Budget, Revised

City Manager Cardenas addressed revisions to the 2024/2025 budget by stating that the City had gone back as directed with the goal of returning the fund balance to levels enjoyed by previous City Councils. He said the type of reduction that was proposed were mostly delays in capital and delays in hiring personnel. Much that has been removed from the budget is going to be delayed into the out years or just in the next year after that. The next item to be discussed from the last meeting is the salt dome which is a storage facility at the Public Works campus. It has been up for replacement since 2016 and was removed from the construction of the Public Works facility. The dome is about 50 years old and is held together essentially by duct tape and band-aids. No other facility in our city has been allowed to fall into such disrepair as the salt dome has been allowed

to do. It is understood that it is not the desire to take out of the fund balance to make these repairs, but it is hoped that other funding mechanisms at the council's disposal to consider this and make this happen. The planned improvements will increase efficiency and capacity as a conveyor belt would be installed and would allow for more salt to be in housed in the facility, not requiring front end loaders to enter the dome and fill the trucks as they currently do. The amount needed from other funds is about $800,000. The true out-the-door cost for the dome is $1.6 million and half of that will be funded by the drain fund. He hoped Council would be amenable for $800,000 from other funds available to the City Council. If there is consensus from the City Council to move forward with the budget, then they would be asking for a motion to hold a public hearing. There is no vote on the actual budget as that will come later, on May 20th. He concluded by saying that his staff stand ready for any questions the Mayor and Council may have.

2. City Council Discussion and Decisions Regarding the Plan Priorities

Mayor Fischer stated that he takes the budget and the finances of the city very seriously. He further stated that the Council Members are the stewards of the taxpayer dollars. Mayor Fischer said that they get once a year to dive into the budget and set some strategic tone and ideas and that there are two main things he thinks of as far as the importance of the budget. One reason is the taxpayers give us lots of money to make sure it's spent efficiently but also to balance that with providing the right level of services. If we lose that trust, then there is nothing that we could do effectively in the whole entire city. Trust would be lost in the staff, and we don't want to do that. The second reason was that he was one of two people here in 2008, 2009, 2010 and 2011. He remembers that we basically had to go through the budget, decide to cut some jobs and then the City Manager had to let those people go. As Mayor, he doesn't ever want to be in that position and doesn't think any of the Council Members want to be in that position. Having a strong financial position, making sure we are spending the right amount of money is of utmost importance to the mayor. He stated that we've had a couple of good years and sometimes thinks that what happens when you have a couple of good years is that you kind of lose sight. He knows that there is a school district in the region who is doing layoffs because of some mismanagement of the last couple of years. He does not want to be in that position again, never knowing when these types of things will pop up. When he ran for election in 2019, it was a wonderful year. The economy was going fine and then suddenly, three months after, the world shut down completely. That is why it is important to continue and maintain the current strong policies that we've exhibited for many years now. He understands that it was a blunt and frank conversation last week. It is clear to him that staff took the conversation very seriously in the revisions that were provided. He continued by saying that the Council had thrown out delaying projects, cancelling projects, looking at structural costs, making sure they looked at all years in the plan and they did exactly that by contemplating all those items. He noted that they didn't hit the goal as far as savings, however it is something that he thinks the staff put a lot of hard effort and work into, leaving no stone unturned and getting something that hopefully they can live with, the residents can live with, and the City Council can compromise on. He thinks that what was proposed is exactly that. Mayor Fischer thanked everybody who did all the hard work over the last week. He knows that it was a lot of heavy lifting, a lot

of difficult conversations internally and he appreciates it. The plan was not only well thought out, but he would also say it was very well laid out as far as the packet material is concerned, as it clearly justified a lot of things for the Council to consider. He said he fully supports moving forward with the salt dome, acknowledging that the can was kicked down the road from 2016 to now. Mayor Fischer said he understood that two options were given for funding with one being to use CIP funding and the other to use the street fund. Given the amount in the CIP fund, Mayor Fischer would not support funding the project out of the CIP fund as this point. He said he would like to see half of it funded out of the street fund and another half funded out of general fund. He said he understood that it will reduce the fund balance, but what he would also like to see is the additional recommendation of holding off on the generator that the staff has recommended. He would like to see that rolled back into the budget, into the general fund, basically breaking even. We would still be at the level recommended of $700,000 added to the fund balance, which gets us to about $12.1 million. He reiterated that for the salt dome it would be half of the $800,000 funded by the street fund and half from the general fund and inclusion of the alternate recommendation of the generator. Mayor Fischer said he understood from staff that the generator is operable, fully working and well maintained. The plan was to just replace it at this point because it was at its end of life, but Council believed they can live with it a couple more years.

Member Staudt said he agreed with everything the Mayor said.

CM 24-04-49 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

To approve the amendments made to the budget as presented by the City Manager and the Mayor.

Roll call vote on CM 24-04-49 **Yeas: Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz,**
Nays: None

CM 24-04-50 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

To approve a Public Hearing on the recommended 2024-2025 Budget for May 6, 2024.

Roll call vote on CM 24-04-50 **Yeas: Staudt, Thomas, Fischer Casey, Gurumurthy, Heintz, Smith**
Nays: None

AUDIENCE COMMENT: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 8:41 P.M.

_____
Cortney Hanson, City Clerk

_____
Justin Fischer, Mayor

_____
Transcribed by Becky Dockery,
Account Clerk

Date approved: May 6, 2024

REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, APRIL 22, 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 24-04-51 **Moved by Casey, seconded by Smith; MOTION CARRIED: 7-0**

To approve the agenda.

Roll call vote on CM 24-04-51 **Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer**
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS: **None**

CITY MANAGER REPORT:

City Manager Cardenas recognized that April 22, is Earth Day and April 26, is Arbor Day. He said the city has many events to honor the spirit of the two days. He noted there are signs with tree facts printed and posted throughout Lakeshore Park and on the trails there. He added that Rick Meader, City Landscape Architect, is leading a guided hike on Wednesday, April 24th, 2024. On April 27th, the city will be distributing free tree and shrub seedlings to residents. City Manager Cardenas said a local Girl Scout Troop will be volunteering in that process. He said the City Arborist will give a presentation on Novi's Urban Forest, the history of Arbor Day, and some practical tree care tips at noon on April 27th, 2024. He added that there would be supplies for people who do self-guided mustard pulls so that residents can help remove the invasive species from the park. He noted that the RRRSOC would have several hazardous waste days to recycle hazardous home waste. That will be held at Oakland Community College on May 4th, 2024, and at the Milford Civic Center on May 18th, 2024. He added that the Department of Public Works also offers to recycle materials for people who don't have curbside pickup.

ATTORNEY REPORT: None

AUDIENCE COMMENTS: None

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 24-04-52 Moved by Thomas, seconded by Smith; MOTION CARRIED: 7-0

To approve the Consent Agenda as presented.

A. Approve Minutes of:
April 8, 2024 - Regular Meeting

B. Approval of a resolution to temporarily relocate Precinct 23 for the August 6, 2024 Primary Election and November 5, 2024 Presidential Election.

C. Approval to award a two-year Environmental Services Consulting Services Contract to Merjent, Inc. (with the option for three additional one-year renewals), effective immediately, and for the adoption of revised fee schedule, subject to final approval of the form and terms of the contract by the City Manager and City Attorney.

D. Approval to award Great Lakes Power & Lighting Inc. the electrical services contract for an estimated annual expenditure of $80,000 for one-year with three one-year renewals.

E. Approval to enter into Oakland County Tactical Consortium Agreement which amends and replaces the Interlocal Agreement that was established in 2012.

F. Adoption of Oakland County Hazard Mitigation Plan

G. Approval to award a contract for benefit broker/consulting services to Gallagher Benefit Services for a three-year term ending April 23, 2027, with two one-year renewal options.

H. Approval to purchase a three-year subscription to Arctic Wolf Networks, Inc. network security software through People Driven Technology for an estimated annual amount of $75,717. This is subject to the final approval of the form and terms of the contract by the City Manager and City Attorney.

I. Enter Executive Session immediately following the regular meeting of April 22, 2024, in the Council Annex for confidential communication from legal counsel.

J. Approval of claims and warrants – Warrant 1154

Roll call vote on CM 24-04-52 **Yeas: Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer, Casey**
Nays: None

MATTERS FOR COUNCIL ACTION:

1. Consideration of recommendation from the Older Adults Needs Committee to subsidize senior transportation medical rides through People's Express for residents age 55+ and for any individual with a limiting disability who cannot drive beginning July 1, 2024.

City Manager Cardenas said that since about 2018, City Council made it a policy that Senior Transit would be free to Novi Residents to travel within the City of Novi. He added that anything outside of the City of Novi or outside of a ten-mile radius would be charged a fee. He added that the Older Adult Needs Committee is approaching the Council with this item for direction on a possible subsidy leading up to the transition to People's Express. He offered that there are about three options for consideration. He said you can utilize the previously budgeted funds for the Novi-operated transit to subsidize all senior and disabled transit rides. He offered that they cab subsidize a portion of the ridership fare in order to give the rider a stake in their reservation. He said that past numbers show that when rides are free the number of cancellations increases. He offered that having a stake in their reservation, or a small cancellation fee would prevent people from canceling as much as they do. City Manager Cardenas also offered that the Council could decide to do nothing and follow the County's lead by instituting a $2.00 ride fair for seniors and persons with a disability. He said this may eventually be county-wide and that everyone that is a part of the transit would have a $2.00 fee. He offered that the decision is completely up for Council's review. He said that they had inquired if the previous municipal credits received through S.M.A.R.T. could offset the charges and were told by the county that that was not the case.

Mayor Pro Tem Casey thanked the Older Adults Needs Committee for their work on this item at the last meeting. She said it was a unanimous decision to subsidize the transportation for individuals for medical rides and for those with a limiting disability. She said that was the recommendation of the Older Adults Needs Committee.

CM 24-04-53 Moved by Casey, seconded by Smith: MOTION CARRIED: 5-2

Consideration of recommendation from the Older Adults Needs Committee to subsidize senior transportation medical rides through People's Express for residents age 55+ and for any individual with a limiting disability who cannot drive beginning July 1, 2024.

Member Staudt asked if it had been decided in the motion how this was going to be funded. City Attorney Tom Schultz offered that it sounds like the Council would be approving the subsidizing question. Member Staudt said he needed clarification on what the actual motion was. Mayor Pro Tem Casey referred to the motion in the Council Packet. Mayor Pro Tem Casey asked City Manager Cardenas if the budget for the upcoming year shows funding available for Senior Transit. City Manager Cardenas said there is about $140,000 that is allowable for this use. Member Staudt asked then if the rides were going to be fully subsidized. Mayor Pro Tem Casey said the motion made was to subsidize medical rides for people ages 55 and any individual with a limiting disability beginning on July 1st, 2024. Member Staudt stated that $4.4 million is taken from the

taxpayers of Novi to Oakland County for us to turn around and subsidize our seniors and handicapped in a way that was provided without a subsidy in the past. He added he would rather get the money from another source. He said some of the people who just ran for office made a commitment to free senior transportation and this continues to support that, so he will support the motion.

Member Gurumurthy expressed appreciation for the item. She said she has heard from different seniors and diverse committees about how the transportation the city provides is the best. She stated that the motion says it is only medical rides and would like clarification as far as whether is it getting to and from appointments, or more. She added that currently, the city provides free transportation for all individuals 55 years plus and for people with disabilities. Older Adult Services Manager, Kit Kieser, clarified that the City offers rides for 55-year-olds plus for free within the Novi city limits, and it's a $5 ride to travel within a 10-mile radius from the Civic Center. So, if you are going and coming home from a doctor's appointment it will cost you $10.00. She added that medical rides can be anything medical such as a dialysis appointment, doctor's appointment, dentist appointment, physical therapy, and things of that nature. Member Gurumurthy asked if there was a reason that the motion supports more medical rides versus the free rides for all over the age of 55 like what the City of Novi Transportation offered currently. Ms. Kieser said that was the recommendation of the Older Adult Needs Committee.

Mayor Pro Tem Casey said a big thing they looked at was that the majority of rides were for medical purposes, and some people use the service multiple times a week and some on a recurring basis. She added that those people were considered for a subsidy because of the frequency of their use. She also mentioned that cancellations are less when the appointments are necessary in comparison to regular errands. She said the committee also felt that there was not a great need in the community to always have free transit.

Member Thomas added that the committee felt that most of the older adults in Novi don't have financial constraints so the $2.00 is not a burden for them, but for the service to be need-based and free for those individuals. She said that there was discussion about the feasibility of the current structure of the People's Express. She said if someone were to indicate a financial burden, one of the most important types of rides that could be kept track of is medical appointments. She added if you utilize the service every couple of weeks to go grocery shopping, it is probably not a burden, but if you utilize the service multiple times a week for medical appointments, it can add up. She said the committee was trying to make sure that people could get to those medical appointments for free, or if you are an older adult who cannot drive, you could get those trips for free. She added that there is always the opportunity for feedback and that the structure could always change in the future if need be. Member Thomas stated that they are also trying to prevent cancellations, because if you are paying for something you are less likely to cancel.

Member Smith added that there were some questions about means testing and logistically there was no way to make it happen without putting a large burden on staff

or the People's Express because those systems do not exist. He said that the current motion seems like a good solution because they are hitting the people who need assistance. He added that 60% of the residents in Novi voted for the millage to support transit. In addition to the People's Express system which takes people ages 14 years and older, with the consent of a parent, as well as the bus service provided on Grand River and 12 Mile Road that will presumably expand in the future. He said they are not just changing senior transit, there are a lot of other moving parts in the transit process.

Mayor Fischer added that he will be supporting the motion of subsidizing medical rides for people 55 years and older, and for those whose driving is limited by their physical abilities. Mayor Fischer added he would like to see the rides be free for all of the seniors, but this is a step in the right direction. He added that he is disappointed and that it is an embarrassment for Oakland County to not support the City in this way. Mayor Fischer added that it was alluded to that $4.4 million that the City of Novi Residents send to Oakland County and that $1.5 million of that is being given to People's Express. He said the City asked Oakland County to continue to support the subsidy cost at $12,000, and that they said no. He added that the Council is stepping up to take care of our seniors and residents because it is the right thing to do. He said it was sad that Oakland County couldn't step up in this regard.

Member Staudt said he cannot accept this motion and will not support it. He said there is plenty of money set aside to fund all the seniors ages 55 years and over and limited riders. He said for the city to decide who can afford it and who cannot is over the top. He added that in 2018 a decision was made to fund all rides for all users, and this motion is stepping back from that, not because of financial reasons but because they will make the judgment on those individuals' behalf. He asked, 'What about mental health?' He said what if someone needs to go to a center or even somewhere else for their mental health. He said limiting the rides to doctor's appointments is abdicating their responsibility to the senior citizens and residents of Novi.

Member Heintz said while reading through the paperwork on this motion he was trying to gather what the objective was. He added that if the objective is to provide a subsidy to people who are 55 years and older, he would ask what the need is and if they are meeting the goal. He said if the objective is to provide a subsidy to just those who need it, then the main goal should be providing a subsidy to those who need it. He added that if it is too problematic and challenging to identify who those individuals are, being 55 years and older or anyone else, then a medically needed basis is crucial. He said he would assume that mental health and physical health would all be under the same umbrella. He said it is important to come back to knowing what the goal is. He said if they are looking to help people 55 years and up that is one goal, but helping individuals in need should be the golden objective.

Member Gurumurthy thanked the individuals for all the productive conversation. She said she would personally like to see the option to subsidize all individuals over the age of 55 years old and people with disabilities as that is a step in the right direction.

Member Thomas clarified that a mental health appointment is a medical appointment, and that mental health is a medical need. Older Adult Services Manager, Kit Kieser said that they are covered as a medical appointment. Member Thomas also clarified that the motion also offers all free rides to anyone who is disabled or has a limiting disability like people who cannot drive.

Mayor Fischer clarified for the record that the motion on the table was for the second option which was subsidized medical rides only. Manager Keiser clarified that the recommendation on the motion sheet is for medical rides for 55 years old and older to subsidize senior transport and for any individuals with a limiting disability that cannot drive. Mayor Fischer added that that is very clear that it is only for medical rides.

Member Thomas said perhaps she misunderstood because she thought they were offering all rides for those with disabilities. Mayor Pro Tem Casey said she doesn't believe so. Mayor Fischer asked if the member who made the motion would like to move forward with the motion. Mayor Pro Tem Casey wished to proceed.

Roll call vote on CM 24-04-53 **Yeas: Heintz, Smith, Thomas, Casey, Gurumurthy**
Nays: Staudt, Fischer

2. Consideration of approval to award the contract for landscaping services on city-owned properties to KBK Landscaping for a one-year term with two one-year renewal options for $232,390.

City Manager Cardenas stated that the city has used this company since 2021 and that it was this company and two others that submitted bids for consideration. An evaluation team was put together and decided that KBK Landscaping was the preferred bidder.

CM 24-04-54 Moved by Smith, seconded by Casey: MOTION CARRIED: 7-0

Approval to award the contract for landscaping services on city-owned properties to KBK Landscaping for a one-year term with two one-year renewal options for $232,390.

Roll call vote on CM 24-04-54 **Yeas: Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz**
Nays: None

3. Approval to move forward with a Co-Responder Program with Oakland County Mental Health Network (OCHN) and approval to submit a grant through the Department of Justice to support the cost of the Program and to use Opioid Settlement funds to help offset the City's share of the Program.

City Manager Cardenas said that they are looking for direction on this because it is a fiduciary and fiscal kind of impact on the City's budget. He said they want to have the

Council's buy-in before submitting the grant that was due at the beginning of April. He explained that this co-responder program is run through Oakland County Mental Health Network. He said they would host that employee and be responsible for that employee and cover the first year of the program. He said the grant is through the Department of Justice and it is proposing that the city commit 25% of the cost for years two and three equaling out to about $28,000. He explained the city has those funds in the national opioid settlement. He said if not, the entity would be shouldered wholly on the City. He said they also can evaluate the program at that point and determine if they want to continue or not. He offered that this would go on for three years and needs to bake that cost into the budget, and it can be taken out eventually if it is decided to stop. He said Oakland County Mental Health Network will pay for the first one and then reimburse the entity through monthly invoices for years two and three. The co-responder would work alongside law enforcement officers in the support capacity, bridging the gap between the service officers, and police officers to provide the behavioral health needs of a resident in crisis. He mentioned other cities in Oakland County that have implemented such a program. Since July of 2023, the Oakland County Sheriff's Department co-responder has responded to calls involving 900 people, and of that amount, 277 people were transferred to a crisis center.

Member Heintz asked what the background of the co-responder would be as far as a mental health professional. City Manager Cardenas assured the co-responder would be licensed, go through all of the necessary training, and would be hired through the Oakland County Mental Health Network with their different standards. Chief of Police, Erick Zinser stated that all of the previous information was correct and that once selected for the City of Novi, the co-responder would go through additional training with the Police Department and complete ride-along with the officers to build relationships with the staff. Member Heintz asked if other cities also have one co-responder position, as it is difficult to plan for a crisis. Chief Zinser responded that there would be one person and one position. He added that the hours would be based on historical data provided to Oakland County to assist in the policy development. He said there is no intention to allow the co-responder to self-dispatch. He said they are building into the policy where officers are at a scene and once the scene calms down, they would determine whether a co-responder would be beneficial. He explained if an officer gets a nonurgent mental health call, they can determine if the co-responder could be beneficial and leave the paperwork for that co-responder to follow up. Member Heintz said overall it sounds like a wonderful situation.

Member Staudt clarified that the first year is approval to move forward with a co-responder program with Oakland County Mental Health to be fully funded by Oakland County. He stated that after that first year, the City becomes responsible for it. He said they are, however, going to seek approval of a grant submitted through the Department of Justice to support the cost of the program and to use opioid settlement funds to help offset the city's share of the program in years two and three.

CM 24-04-55 Moved by Staudt, seconded by Casey: MOTION CARRIED: 7-0

Member Gurumurthy said this is a great thing and thinks a co-responder is going to help without a doubt. She said that based on the provided data, four cities share two co-responders and asked for confirmation. Chief Zinser confirmed that was correct. She stated Wixom has had 800 calls to date for all of the cities. Chief Zinser said that Auburn Hills, Birmingham, Bloomfield Township, and Rochester City share two co-responders. He explains he has had a conversation with the Auburn Hills Police Chief and unfortunately, in that circumstance, the co-responder spends most of their time in Auburn Hills. The Auburn Hills Police Chief stated that he would have preferred to have his own. However, when the program started, those were the initial four agencies. They got two different grants to get their program started and then that first year they received another grant which allowed them to get the second co-responder. He said Auburn Hills handles about 60 mental calls a quarter. Historically, in Novi in 2013, the city went from 55 calls to 190 calls in 2022, then 189 in 2023. He said that puts us on par with where the call levels are in Auburn Hills. Member Gurumurthy asked if we have explored the option of adding the City of Novi as one of the sharing cities with the other four. Chief Zinser said that option was not explored, simply because the data suggests we need one co-responder solely for Novi. He also stated that he reached out to other City Police Departments, and they were not interested in a shared co-responder. He offered that if Novi partnered with cities such as Wixom, Walled Lake, Commerce, and White Lake he thinks we would see a similar situation to what Auburn Hills has, and the co-responder would likely spend most of their time in Novi.

Mayor Fischer stated we don't have any grants or any plans to fully absorb if this pilot program works out and the recommendations continue, and this would be an incremental $115,000 to the budget. Chief Zinser confirmed that was correct. He recommended that staff start to consider different sources of savings. He said not to consider his support for this tonight as a way to start year four, with negative $115,000. He said it is something that has to be absorbed within the city's budget. He said the staff does a great job at seeking out these types of grants. He said he would like to see this type of program launched in Novi and wanted someone else to help us pay for it. He expressed thanks to the staff and said they did exactly that. He said he wanted to be clear that they are applying for the grant but have no guarantees that we will get it. He said to keep the Council updated, and they will have to make the financial decision if the grant falls through.

Approval to move forward with a Co-Responder Program with Oakland County Mental Health Network (OCHN) and approval to submit a grant through the Department of Justice to support the cost of the Program and to use Opioid Settlement funds to help offset the City's share of the Program.

Roll call vote on CM 24-04-55 **Yeas: Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz, Smith**
Nays: None

CONSENT AGENDA REMOVALS: None

AUDIENCE COMMENT:

Farah Baig, 23169 Inverness Ct., said she is at the meeting to continue to ask the Council to use their power to bring a resolution declaring an immediate and permanent ceasefire in Gaza. She said the tragedy that has unfolded over the last six months has taken a severe toll on the residents since October 7th, 2023. She said Care Michigan is an organization that focuses on civil rights abuses and cites that they have logged 496 complaints. She stated this was an all-time high for civil rights intake cases for Care Michigan. Since they were founded in the year 2000, the civil rights that they're referring to are civil rights violations that are anti-Muslim, anti-Arab, and anti-Palestinian. She said this is an all-time high from the year 2000 and post-September 11th. She said this means that the war in Gaza is directly impacting our families here in Michigan. She said the silence over the last several months has spoken volumes about the Council's stance on this issue. She asked the Council to go on record and state that they are against genocide, the obliteration of a people, and land grabbing. She asked if the Council could say on the record that they are for the protection of women and children, for upholding the law, and for peace and justice. She said that none of these options seem possible to the Council, and that reflects their humanity. She stated that one day the people on the Council would no longer be there, and asked how they would like to be remembered. She stated that Maya Angelou said, "People forget what you said. People forget what you did, but people will never forget how you made them feel." She told the Council that she felt unheard. She said that the members of the community feel like the Council doesn't care and they are making them feel undone with their refusal to speak up.

Farahnaz Ashtiani, 43145 Emerson Way, said she was at the meeting to address the council again regarding Gaza. She said that Novi residents have been addressing the council for months meanwhile there is the killing of innocent people. She said it has not been proportional on both sides, but nevertheless, people have died and suffered so much pain, both from the Palestinian and Israeli sides. She said that there are families who will be injured and disabled for a lifetime, losing all hopes and dreams for the future. She said many more parents watched their children go hungry while forgetting their own hunger. She said families are enduring separation from their loved ones, and their loved ones are being held captive, not knowing whether they will be seen alive again or not. She said we have watched bombs being poured on them and they don't know what is happening. She said innocent children playing on the playground have been attacked and killed trying to enjoy what was left of their innocence and childhood. She said during this time there were many opportunities missed to call for a ceasefire. She added that whether or not a resolution would have helped does not really matter. She said she cannot comprehend why it is so hard for human beings to advocate for peace. She said they are not asking for a ceasefire on one side or the other, but one resolution to allow peace to be able to resolve the situation without so many human casualties and loss of innocent lives. She reminded everyone that this has a huge impact on our environment, with all the explosions and the chemicals being used. She asked why it is difficult for us as citizens of this world, human beings, parents, daughters, mothers, sons, and whatever to

want everybody to live in peace. She asked the Council if they believed the true way to peace was through the loss of innocent lives and mass killings.

COMMITTEE REPORTS:

1. Older Adult Needs Committee

Mayor Pro Tem Casey said at the last meeting, they continued to talk through what advocacy looks like from a committee perspective. She said there is more information to come. She said the next two meetings are on April 29th, 2024, and May 20th, 2024. She advised to check the city calendar for the location.

MAYOR AND COUNCIL ISSUES: None

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 7:44 P.M.

_____
Cortney Hanson, City Clerk

_____
Justin Fischer, Mayor

_____
Transcribed by Alyssa Craigie,
Administrative Assistant

Date approved: May 6, 2024

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Adoption of Resolution seeking reimbursement from Oakland County for expenses associated with the City of Novi's annual Mosquito Control Program.

SUBMITTING DEPARTMENT: Department of Public Works, Field Operations Division

BACKGROUND INFORMATION:

The Department of Public Works continues to work with Oakland County Health Division officials to identify and destroy mosquito habitats to prevent the spread of the West Nile Virus (and, incidentally, the Zika Virus). By participating in the County's program, DPW's Field Operations Division has been effectively treating catch basins and standing water areas with chemical pesticide briquettes. The briquettes are distributed annually in late spring and are effective for 180 days.

County health officials continue to emphasize the importance of public education on mosquito control, early source reduction, and strong personal protection measures. City staff promote public awareness of these topics on the City's website, at homeowner association meetings, and at City events.

The Oakland County Board of Commissioners has approved this year's reimbursement for West Nile Virus expenses incurred by cities, villages, and townships (CVT). Each qualifying CVT receives funds according to a formula established by the County (75% for populations/25% for total square miles). This year the City's reimbursement will be $9,092.68. The cost to purchase the required amount of chemical briquettes was $14,747.04, for a difference of $5,654.36, which was expensed against the Drain Fund.

RECOMMENDED ACTION: Adoption of Resolution seeking reimbursement from Oakland County for expenses associated with the City of Novi's annual Mosquito Control Program.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION
AUTHORIZING WEST NILE VIRUS FUND EXPENSE
REIMBURSEMENT REQUEST

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 May 6, 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 Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages, and townships in addressing mosquito control activities; and,

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages, and townships to apply for reimbursement of expenses incurred in connection with mosquito protection activities, mosquito larviciding; and,

WHEREAS, the City of Novi has incurred expenses in connection with mosquito control activities; and,

WHEREAS, the City of Novi is eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW, THEREFORE, BE IT RESOLVED, that the Novi City Council authorizes the Department of Public Works Field Operations Manager, Matt Wiktorowski, as agent for the City of Novi, to request reimbursement for mosquito control activities under Oakland County's West Nile Virus Fund Program.

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 6th day of May, 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

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

City Clerk
Cortney Hanson

April 04, 2024

VIA E-MAIL

Ms. Genessa Doolittle
Oakland County Health Department
1200 N. Telegraph, 34-E
Pontiac MI 48341

Re: Reimbursement from the West Nile Virus Fund Request

Dear Ms. Doolittle:

The City of Novi would like to request reimbursement for expenses we expect to incur this year to purchase larvicide tablets for distribution into catch basins and public ponds. Attached for your review is the City of Novi's mosquito control project description and a quote for 15 cases of Natular XRT tablets ($14,747.04).

If you have any questions regarding our program, please contact me.

Sincerely,

Matthew T. Wiktorowski

Matt Wiktorowski
Field Operations Manager

Enclosures

cc: Jeff Herczeg, Director of Public Works
Carl Johnson, Finance Director

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0460
248.347.0577 fax

cityofnovi.org

PROJECT PLAN

For the past 21 years, the Public Works Field Operations Division has executed a larvicide briquette program. The program consists of distributing briquettes/tablets into catch basins and public ponds as recommended by Oakland County. Each application is effective for approximately 180 days.

Currently, the City has 7 cases of Natular XRT tablets in stock from the prior application. An additional 15 cases will be purchased and distributed into catch basins and public ponds during the month of May.

The City of Novi continually promotes mosquito control activities through public education, basin cleaning, and monitoring for potential mosquito breeding areas.

Clarke Mosquito Control Products
675 Sidwell Ct.
St. Charles IL 60174
United States
Phone:(630) 894-2000
Fax:(630) 832 9344
www.clarke.com

QUOTATION

// COPY //

Quotation no	Order date	Date
0002032946	3/21/24	3/21/24
Salesperson	**Currency**	**Valid to**
1019 Chris Novak	USD US Dollar	3/29/24

Customer
004749

Invoice address
City of Novi Public Works Department
45175 W. Ten Mile Road
Finance Department
Novi, MI 48375-3006

248-735-5640

Customer PO#	Your order date
	3/21/24
Your reference	**Written by**
Matt Wiktorowski	Angie Gaul

Consignee
004749

Delivery Address
City of Novi Public Works Department
26300 Lee BeGole Drive
Formerly Delwal Drive
Novi, MI 48375-1247

248-735-5640

Delivery terms	Delivery method
Prepaid Freight	United Parcel Post
	Payment terms
	Net 30 Days

Line	Item number	Product Description	Quantity	U/M	Requested Date	Sales price	Discount amount	Extended Price
1	11850	NATULAR XRT TABLET	15	cs	3/21/24	1,034.88	776.16	14,747.04
	US EPA Current Label							

Subtotal	USD	14,747.04
Order total	USD	14,747.04
Total	**USD**	**14,747.04**

Altosid
BRIQUETS
CONTAINS 100 BRIQUETS
37090C
Altosid BRIQUETS

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Approval of Resolution Amending Annual Assessment for Special Assessment District 108-C Town Center Street Lighting Fund.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

The Special Assessment District 108-C Fund was established on November 2, 1987 for the purpose of providing local public improvements consisting of street lighting improvements to the Town Center properties along Novi Road, Grand River Avenue, Crescent Drive and Town Center Boulevard.

The annual assessment amount of $25,510.03 established in 1991 was reduced to $15,000.00 in 2012 due to available fund balance and anticipated cost savings resulting from light and equipment replacement. The amount was increased to its current amount of $25,000.00 in 2017 to reflect annual depreciation, annual usage and maintenance costs as billed by DTE.

Based on current fund balance, the annual depreciation, the annual usage, and maintenance costs as billed by DTE the amount of the annual assessment should be reduced by $5,000.00 annually to an annual assessment amount of $20,000.00

RECOMMENDED ACTION: Approval of Resolution Amending Annual Assessment Amount for Special Assessment District 108-C Town Center Street Lighting Fund.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION AMENDING ANNUAL ASSESSMENT AMOUNT FOR SPECIAL ASSESSMENT DISTRICT 108-C TOWN CENTER STREET LIGHTING

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 May 6, 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, On November 2, 1987, Street Lighting Special Assessment District 108c was established for the Town Center; and

WHEREAS, said District was established to make local public improvements consisting of street lighting improvements along Novi Road, Grand River Avenue, Crescent Drive and Town Center Boulevard adjacent to said properties; and

WHEREAS, on June 3, 1991, City Council approved a resolution for an annual assessment of $25,510.03; and

WHEREAS, on February 6, 2012, City Council approved a resolution for an annual assessment of $15,000.00; and

WHEREAS, on June 5, 2017, City Council approved a resolution for an annual assessment of $25,000.00; and

WHEREAS, based on the current funds available, the annual depreciation, the annual usage and maintenance costs as billed by DTE and as evaluated by City staff, the amount of the assessment should be reduced from $25,000.00 to $20,000.00.

NOW THEREFORE, IT IS THEREFORE RESOLVED that Street Lighting Special Assessment District 108c be decreased by the amount of $5,000 to $20,000, with said amount to be spread pursuant to the original assessment and related agreements.

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 6th day of May, 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

Special Assessment Roll 108c
Town Center Lighting
Effective 2024 tax roll

50-22-14-301-003	$ 475.80
50-22-14-301-004	$ 1,346.60
50-22-14-301-005	$ 1,166.60
50-22-14-301-006	$ 829.20
50-22-14-352-003	$ 485.40
50-22-23-101-008	$ 140.00
50-22-23-105-001	$ 719.20
50-22-14-351-063	$ 7,418.60
50-22-14-351-064	$ 7,418.60
Total Roll	$20,000.00

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Approval of Resolution Amending Annual Assessment for Special Assessment District 109-C West Oaks Area Street Lighting Fund.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

The Special Assessment District 109-C Fund was established on November 21,1988 for the purpose of providing local public improvements consisting of street lighting improvements in the West Oaks area.

The annual assessment amount of $7,023.76 established in 1988 has been adjusted over the years to reflect the cost of the lights as billed by DTE and available fund balance. On June 3, 1991, the assessment amount was increased to $7,528.83 and was billed each year at that amount except for 2011-2015. The assessment was reduced to $0.00 for the years 2011-2015 due to sufficient fund balance to cover DTE's costs during those years and resumed at $7,528.83 in 2016 and each year thereafter.

Based on current fund balance, the annual depreciation, the annual usage, and maintenance costs as billed by DTE the amount of the annual assessment should be reduced by $3,528.83 to an annual assessment of $4,000.00.

RECOMMENDED ACTION: Approval of Resolution Amending Annual Assessment for Special Assessment District 109-C West Oaks Area Street Lighting Fund.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION AMENDING ANNUAL ASSESSMENT AMOUNT FOR SPECIAL ASSESSMENT DISTRICT 109-C WEST OAKS AREA STREET LIGHTING

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 May 6, 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, On November 21, 1988, Street Lighting Special Assessment District 109-C was established for the West Oaks area; and

WHEREAS, said Districts established a total annual assessment of $7,023.76 unless said amount was modified by Resolution of the Council; and

WHEREAS, the Special Assessment Districts were increased on June 19, 1989; on June 21, 1990; June 3, 1991 to reflect the cost of the lights as billed by DTE (formerly Detroit Edison); and

WHEREAS, said Districts were increased to a total annual assessment of $7,528.83 on June 3, 1991; and

WHEREAS, On February 6, 2012, said Districts were reduced to $0.00 for years 2011 -2015 and thereafter resumed at the rate of $7,528.83; and

WHEREAS, based on the current funds available, the annual depreciation, the annual usage and maintenance costs as billed by DTE and as evaluated by City staff, the amount of the annual assessment should be reduced from $7,528.83 to $4,000.00.

NOW THEREFORE, IT IS THEREFORE RESOLVED that Street Lighting Special Assessment District 109-C be decreased by the amount of $3,528.83 to $4,000.00, with said amount to be spread pursuant to the original assessment and related agreements.

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 6th day of May, 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

City of Novi
Special Assessment District 109-C
West Oaks Area Street Lighting
Effective 2024 tax roll

	2024 Roll
50-22-15-200-058	$ 263.50
50-22-15-200-113	$ 621.64
50-22-15-200-061	$ 281.84
50-22-15-200-094	$ 310.53
50-22-15-200-112	$ 1,095.69
50-22-15-200-102	$ 32.52
50-22-15-200-105	$ 151.34
50-22-15-200-106	$ 151.34
50-22-15-200-107	$ 163.47
50-22-15-200-108	$ 80.52
50-22-15-200-101	$ 847.61
TOTALS	**$ 4,000.00**

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Consideration of approval of Resolution Regarding Second Amendment to Sublease Agreement and Memorandum of Amendment for Ice Arena Wireless Communications Tower.

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION:

The City entered into a Lease with Sprint Spectrum for construction of a wireless communications tower on the Ice Arena property on May 9, 2001. The Lease was amended to allow up to five collocators on the site. STC Five LLC is currently the tenant under the Lease as the successor in interest of Sprint. According to the Lease, the final extension expires on May 8, 2026.

STC Five LLC has requested an amendment to extend the Lease until May 8, 2056, unless terminated in advance by the City. On May 8, 2026, the annual rent will increase to $27,000 per year and will increase by $3,000 every 5 years. The annual rent payable to the City for the collocators will be 50% of the rent payable to STC Five LLC or $11,500.00, whichever is more. This is an increase from the current collocation rent of 50% of the rent paid to STC Five or $8,800, whichever is greater. The City shall receive a $25,000.00 signing bonus within 60 days of signing the Second Amendment and Memorandum of Amendment.

RECOMMENDED ACTION: To approve Second Amendment to Sublease Agreement and approve a Memorandum of the Second Amendment to the Sublease Agreement with STC Five LLC on Ice Arena Wireless Communications Tower.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION APPROVING SECOND AMENDMENT TO SUBLEASE AGREEMENT AND MEMORANDUM OF AMENDMENT FOR ICE ARENA WIRELESS COMMUNICATIONS TOWER

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 May 6, 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, on May 9, 2001, the City entered into a Lease with Sprint Spectrum for construction of a wireless communications tower on the Ice Arena property. The Lease allowed for extensions of the term, with the final extension to expire on May 8, 2026;

WHEREAS, the Lease was amended to allow up to five collocations on the tower;

WHEREAS, STC Five LLC is the current tenant under the Lease as the successor of Sprint. STC Five LLC has requested an amendment to the Lease that will continue the term of the Lease until May 8, 2056;

WHEREAS, the proposed amendment will increase the annual rent from $_____ to $27,000.00 per year and will increase by $3,000.00 every 5 years. The annual rent payable to the City for the collocators will be 50% of the rent paid by the collocators to STC Five or $11,5000, whichever is greater. This is an increase from the current collocation rent of 50% or $8,800.00, whichever is greater.

WHEREAS, the City will also receive a signing bonus of $25,000.00 within 60 days of executing the proposed amendment;

WHEREAS, STC FIVE LLC has also asked the City to approve a Memorandum of the Lease amendment.

NOW THEREFORE, IT IS THEREFORE RESOLVED that the City of Novi approves a Second Amendment to the Sublease Agreement and a Memorandum of Amendment to extend the term of the wireless communications tower use by STC FIVE LLC and up to five collocators on the tower subject to the terms and conditions of the Amendment.

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 6th day of May, 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

MEMORANDUM OF AMENDMENT TO SUBLEASE AGREEMENT

WHEN RECORDED RETURN TO:
STC Five LLC
c/o Global Signal Acquisitions II LLC
8020 Katy Freeway
Houston, Texas 77024

Prepared by:
Parker Legal Group, PC
600 West Broadway, Suite 700
San Diego, California 92101

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN: 22-26-101-018

This Memorandum of Amendment to Sublease Agreement ("Memorandum") is dated and made effective as of the date of the last party to sign, by and between CITY OF NOVI, a Michigan municipal corporation ("Landlord"), with a mailing address of 45175 West Ten Mile Road, Novi, Michigan 48375, and STC FIVE LLC, a Delaware limited liability company, by and through GLOBAL SIGNAL ACQUISITIONS II LLC, a Delaware limited liability company, its attorney in fact ("Tenant"), with a mailing address of 2000 Corporate Drive, Canonsburg, Pennsylvania 15317.

1. Landlord and Sprint Spectrum, L.P., a Delaware limited partnership ("Original Tenant") entered into a Sublease Agreement dated May 9, 2001 (the "Original Lease"), whereby Original Tenant leased certain real property, together with access and utility easements, located in Oakland County, Michigan from Landlord (the "Premises"), all located within certain real property owned by Landlord (the "Parent Parcel"). The Parent Parcel, of which the Premises is a part, is more particularly described in Exhibit A attached hereto.

2. The Original Lease was amended by that certain First Amendment to Sublease Agreement dated March 20, 2006 (hereinafter the Original Lease and all subsequent amendments are collectively referred to as the "Lease").

3. STC Five LLC is currently the tenant under the Lease as successor in interest to Original Tenant.

4. The Premises may be used for the purpose of constructing, maintaining and operating a communications facility, including tower structures, equipment shelters, cabinets, meter boards, utilities, antennas, equipment, any related improvements and structures and uses incidental thereto.

5. The Lease had an initial term that commenced on May 9, 2001 and expired on May 8, 2006. The Lease provided for four (4) extensions of five (5) years each (each a "Renewal Term"), all of which were exercised by Tenant. According to the Lease, the final Renewal Term expires on May 8, 2026.

6. Landlord and Tenant have entered into a Second Amendment to Sublease Agreement (the "Second Amendment"), of which this is a Memorandum, providing for six (6) additional Renewal Terms of five (5) years each. Pursuant to the Second Amendment, the final Renewal Term expires on May 8, 2056.

7. In the event of any inconsistency between this Memorandum and the Second Amendment, the Second Amendment shall control.

8. The terms, covenants and provisions of the Second Amendment shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of Landlord and Tenant.

9. This Memorandum does not contain the social security number of any person.

10. A copy of the Second Amendment is on file with Landlord and Tenant.

[*Execution Pages Follow*]

IN WITNESS WHEREOF, hereunto and to duplicates hereof, Landlord has caused this Memorandum to be duly executed on the date first written below.

LANDLORD:
CITY OF NOVI,
a Michigan municipal corporation

By: _____
Print Name: _____
Print Title: _____
Date: _____

ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____ }
}
COUNTY OF _____ }

On this ____ day of _____, 20___ before me _____ (notary public), personally appeared _____ (print name), who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of _____ that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (notary public)

(NOTARY SEAL)

[*Tenant Execution Page Follows*]

IN WITNESS WHEREOF, hereunto and to duplicates hereof, Tenant has caused this Memorandum to be duly executed on the date first written below.

TENANT:
STC FIVE LLC,
a Delaware limited liability company

By: GLOBAL SIGNAL ACQUISITIONS II LLC,
a Delaware limited liability company
Its: Attorney in Fact

By: _____
Print Name: _____
Print Title: _____
Date: _____

State of Texas

County of _____

Before me, _____, a Notary Public, on this day personally appeared _____, _____ of **GLOBAL SIGNAL ACQUISITIONS II LLC**, a Delaware limited liability company, as Attorney in Fact for **STC FIVE LLC**, a Delaware limited liability company, known to me (or proved to me on the oath of _____ or through driver's license, state id card, resident id card, military id card, or passport) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she/he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 20___.

_____
(Personalized Seal) Notary Public's Signature

EXHIBIT A
Legal Description of the Parent Parcel

PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWNSHIP 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS

BEGINNING AT A POINT DISTANT NORTH 86 DEGREES 27 MINUTES 27 SECONDS EAST 1,061.55 FEET AND SOUTH 02 DEGREES 47 MINUTES 25 SECONDS EAST 1,043.98 FEET FROM NORTHWEST SECTION CORNER; THENCE NORTH 86 DEGREES 27 MINUTES 27 SECONDS EAST 80.24 FEET; THENCE SOUTH 02 DEGREES 47 MINUTES 33 SECONDS EAST 652.58 FEET; THENCE ALONG CURVE TO LEFT, RADIUS 250 FEET, CHORD BEARS SOUTH 19 DEGREES 18 MINUTES 40 SECONDS EAST 141.97 FEET, DISTANCE OF 143.95 FEET; THENCE ALONG CURVE TO RIGHT, RADIUS 280 FEET, CHORD BEARS SOUTH 20 DEGREES 25 MINUTES 19 SECONDS EAST 148.55 FEET, DISTANCE OF 150.35 FEET; THENCE ALONG CURVE TO LEFT, RADIUS 34 FEET, CHORD BEARS SOUTH 30 DEGREES 16 MINUTES 27 SECONDS EAST 29.02 FEET, DISTANCE OF 29.98 FEET; THENCE ALONG CURVE TO RIGHT, RADIUS 76 FEET, CHORD BEARS SOUTH 29 DEGREES 17 MINUTES 48 SECONDS EAST 67.20 FEET, DISTANCE OF 69.61 FEET, THENCE SOUTH 03 DEGREES 03 MINUTES 33 SECONDS EAST 110.72 FEET; THENCE NORTH 86 DEGREES 56 MINUTES 27 SECONDS EAST 535.80 FEET, THENCE NORTH 49 DEGREES 06 MINUTES 05 SECONDS EAST 188.17 FEET; THENCE NORTH 86 DEGREES 56 MINUTES 27 SECONDS EAST 355.33 FEET; THENCE SOUTH 07 DEGREES 58 MINUTES 33 SECONDS EAST 588.64 FEET; THENCE SOUTH 86 DEGREES 56 MINUTES 27 SECONDS WEST 1,301.95 FEET; THENCE NORTH 02 DEGREES 47 MINUTES 25 SECONDS WEST 1,598.25 FEET TO BEGINNING, EXCEPT THAT PART TAKEN FOR ARENA DRIVE 15.16 A10-13-97 FR 003 1-16-98 CORR.

SECOND AMENDMENT TO SUBLEASE AGREEMENT

THIS SECOND AMENDMENT TO SUBLEASE AGREEMENT (this "Second Amendment") is dated and made effective as of the date of the last party to sign ("Effective Date"), by and between CITY OF NOVI, a Michigan municipal corporation ("Landlord"), with a mailing address of 45175 West Ten Mile Road, Novi, Michigan 48375, and STC FIVE LLC, a Delaware limited liability company, by and through GLOBAL SIGNAL ACQUISITIONS II LLC, a Delaware limited liability company, its attorney in fact ("Tenant"), with a mailing address of 2000 Corporate Drive, Canonsburg, Pennsylvania 15317.

RECITALS

WHEREAS, Landlord and Sprint Spectrum, L.P., a Delaware limited partnership ("Original Tenant") entered into a Sublease Agreement dated May 9, 2001 (the "Original Lease"), whereby Original Tenant leased certain real property, together with access and utility easements, located in Oakland County, Michigan from Landlord (the "Premises"), all located within certain real property owned by Landlord (the "Parent Parcel"); and

WHEREAS, the Original Lease was amended by that certain First Amendment to Sublease Agreement dated March 20, 2006 (hereinafter the Original Lease and all subsequent amendments are collectively referred to as the "Lease"); and

WHEREAS, STC Five LLC is currently the tenant under the Lease as successor in interest to Original Tenant; and

WHEREAS, the Premises may be used for the purpose of constructing, maintaining and operating a communications facility, including tower structures, equipment shelters, cabinets, meter boards, utilities, antennas, equipment, any related improvements and structures and uses incidental thereto; and

WHEREAS, the Lease had an initial term that commenced on May 9, 2001 and expired on May 8, 2006. The Lease provided for four (4) extensions of five (5) years each, all of which were exercised by Tenant. According to the Lease, the final extension expires on May 8, 2026; and

WHEREAS, Landlord and Tenant desire to amend the Lease on the terms and conditions contained herein.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, Landlord and Tenant agree as follows:

1. Recitals; Defined Terms. The parties acknowledge the accuracy of the foregoing recitals. Any capitalized terms not defined herein shall have the meanings ascribed to them in the Lease.

2. Conditional Signing Bonus. Tenant will pay to Landlord a one-time amount of Twenty-Five Thousand and 00/100 Dollars ($25,000.00) for the full execution of this Second Amendment (and any applicable memorandum of amendment) (the "Conditional Signing Bonus"). Tenant will pay the Conditional Signing Bonus to Landlord within sixty (60) days of the full execution of this Second Amendment (and any applicable memorandum of amendment). In the event that this Second Amendment (and any applicable

memorandum of amendment) is not fully executed by both Landlord and Tenant for any reason, Tenant shall have no obligation to pay the Conditional Signing Bonus to Landlord.

3. Term of Lease. Section 2(b) of the Lease is hereby deleted in its entirety and the following is inserted in its place:

> (b) Provided Tenant is not in default, the Term of this Lease shall be automatically extended for up to ten (10) additional and separate five (5) year terms (each a "Renewal Term"), unless Tenant gives Landlord written notice of intention not to renew at least six (6) months prior to the end of each Renewal Term in which event this Lease shall expire at the end of that term.

Landlord and Tenant acknowledge and agree that Tenant has exercised four (4) Renewal Terms, leaving a balance of six (6) Renewal Terms, with the final Renewal Term expiring on May 8, 2056.

4. One-time Rent Increase. On May 8, 2026, the annual rent shall increase to Twenty-Seven Thousand and 00/100 Dollars ($27,000.00) per year. Following such increase, the annual rent shall continue to adjust pursuant to the terms of this Second Amendment.

5. Rent Escalations. Commencing on May 8, 2031 and every five (5) years thereafter (each an "Adjustment Date"), the annual rent shall increase by an amount equal to Three Thousand and 00/100 Dollars ($3,000.00). Such rent escalations shall replace any rent escalations currently in the Lease.

6. Rent for Additional Users. Section 3(c) of the Original Lease is hereby amended as follows:

> Fifth through Tenth Renewal Terms (beginning May 9, 2026) (Year 26-50): Tenant shall pay fifty percent (50%) of the rent payable from the user or Eleven Thousand Five Hundred and 00/100 Dollars ($11,500.00), whichever is more.

7. Notices. Tenant's notice address as stated in the Lease is amended as follows:

If to Tenant: STC Five LLC
c/o Crown Castle USA Inc.
Attn: Legal - Real Estate Department
2000 Corporate Drive
Canonsburg, PA 15317

8. Ratification.

a) Landlord and Tenant agree that Tenant is the current tenant under the Lease, the Lease is in full force and effect, as amended herein, and the Lease contains the entire Lease between Landlord and Tenant with respect to the Premises.

b) Landlord agrees that any and all actions or inactions that have occurred or should have occurred prior to the date of this Second Amendment are approved and ratified and that no breaches or defaults exist as of the date of this Second Amendment.

c) Landlord represents and warrants that Landlord is duly authorized and has the full power, right and authority to enter into this Second Amendment and to perform all of its obligations under the Lease as amended.

d) Landlord agrees to provide such further assurances as may be requested to carry out and evidence the full intent of the parties under the Lease as amended hereby, and ensure Tenant's continuous and uninterrupted use, possession and quiet enjoyment of the Premises under the Lease as amended hereby.

e) Landlord acknowledges that the Premises, as defined, shall include any portion of the Parent Parcel on which communications facilities or other Tenant improvements exist on the date of this Second Amendment.

9. IRS Form W-9. Landlord agrees to provide Tenant with a completed IRS Form W-9, or its equivalent, upon execution of this Second Amendment and at such other times as may be reasonably requested by Tenant. In the event the Premises is transferred, the succeeding landlord shall have a duty at the time of such transfer to provide Tenant with a completed IRS Form W-9, or its equivalent, and other related paperwork to effect a transfer in the rent to the new landlord. Landlord's failure to provide the IRS Form W-9 within thirty (30) days after Tenant's request shall be considered a default and Tenant may take any reasonable action necessary to comply with IRS regulations including, but not limited to, withholding applicable taxes from rent payments.

10. Remainder of Lease Unaffected. The parties hereto acknowledge that except as expressly modified hereby, the Lease remains unmodified and in full force and effect. In the event of any conflict or inconsistency between the terms of this Second Amendment and the Lease, the terms of this Second Amendment shall control. The terms, covenants and provisions of this Second Amendment shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of Landlord and Tenant. This Second Amendment may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

11. Survey. Tenant reserves the right, at its discretion and at its sole cost, to obtain a survey ("Survey") specifically describing the Premises and any access and utility easements associated therewith. Tenant shall be permitted to attach the Survey as an exhibit to this Second Amendment and any related memorandum for recording, which shall update and replace the existing description, at any time prior to or after closing of this Second Amendment.

12. Recordation. Tenant, at its cost and expense, shall have the right to record a memorandum of this Second Amendment ("Memorandum") in the official records of Oakland County, Michigan at any time following the execution of this Second Amendment by all parties hereto. In addition, Tenant shall have the right in its discretion, to record a notice of lease, affidavit or other form to be determined by Tenant without Landlord's signature in form and content substantially similar to the Memorandum, to provide record notice of the terms of this Second Amendment.

13. Electronic Signatures. Each party agrees that the electronic signatures of the parties included in this Second Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. As used herein, "electronic signature" means any electronic sound, symbol, or process

attached to or logically associated with this Second Amendment and executed and adopted by a party with the intent to sign this Second Amendment, including facsimile or email electronic signatures.

[*Execution Pages Follow*]

This Second Amendment is executed by Landlord as of the date written below.

LANDLORD:
CITY OF NOVI,
a Michigan municipal corporation

By: _____
Print Name: _____
Print Title: _____
Date: _____

[*Tenant Execution Page Follows*]

This Second Amendment is executed by Tenant as of the date written below.

TENANT:
STC FIVE LLC,
a Delaware limited liability company

By: GLOBAL SIGNAL ACQUISITIONS II LLC,
a Delaware limited liability company
Its: Attorney In Fact

By: _____
Print Name: _____
Print Title: _____
Date: _____

April 3, 2024

City of Novi
Attn: Victor Cardenas
45175 West Ten Mile Rd

Novi, MI 48375

Re: Crown Castle BU Number: 876883
Cell Site Name: 876883
Site Address: 42380 Arena Drive, Novi, MI 48375

Dear Victor Cardenas:

The enclosed documents are being provided to you pursuant to certain deal terms that were discussed and agreed upon with your Crown Castle Acquisition Specialist, Heather Coyer.

MD7 is working directly with Crown Castle to facilitate and handle the closing process for this transaction. Please call me at **(858) 964-7457** when you receive this package, and I will guide you through the process of signing and notarizing the following:

1. **Landowner's Checklist**
   - ☐ Review Crown Castle's, the Pathway to Possible

2. **Second Amendment to Sublease Agreement** (two originals)
   - ☐ Complete the signature blocks with signature, name, title and date

3. **Memorandum of Amendment to Sublease Agreement** (two originals)
   - ☐ Complete the signature blocks with signature, name, title and date **in the presence of a Notary Public**

4. **IRS Form W-9 for the Payee** (one original **per payee**)
   - ☐ Complete the enclosed form per the instructions
   - ☐ Complete the signature line with signature and date

5. **Please provide one of the following documents evidencing landlord's signing authority for the enclosed transaction documents**
   - ☐ By-Laws, Meeting Minutes, and/or Corporate Resolution

A return-addressed, pre-paid **Federal Express** envelope is included for your convenience (to locate the nearest drop-off, call **800.463.3339** or visit **www.fedex.com/dropoff**).

Should you require the services of a mobile **Notary Public**, please contact me directly to arrange for this service.

Once all documents relating to this transaction have been fully executed, Crown Castle will provide you with a complete set of final transaction documents. Please feel free to make your own copies at this time; however, it is important that you return **all** of the original documents enclosed in this package.

Failure to comply with these instructions will result in delays and could require the documents to be re-executed.

Sincerely,

Catherine Abejar, MD7
On behalf of Crown Castle
(858) 964-7457, 2002
cabejar@md7.com

Enclosures

ORIGIN ID:DEOA (248) 347-0450
VICTOR CARDENAS: INTERIM CITY MANAG
CITY OF NOVI
45175 WEST TEN MILE RD

NOVI, MI 48375
UNITED STATES US

SHIP DATE: 04APR24
ACTWGT: 1.00 LB
CAD: 5675621/WSXI3300

BILL SENDER

TO **CROWN CASTLE CLOSING TEAM**

8020 KATY FREEWAY
ATTENTION: CATHERINE ABEJAR (TS)
HOUSTON TX 77024

(858) 964-7457 REF: 876883 | 876883
INV:
PO: DEPT: CROWN CLOSING

583J4/5D80/9AE3

FedEx Express

J241024011001uv

FRI - 05 APR 5:00P
STANDARD OVERNIGHT

TRK# 0201 **2729 7626 2681**

77024

XA NQIA

TX-US IAH

INSTRUCTIONS FOR THE NOTARY

Please make sure all of the fields in the Acknowledgement sections are complete:

- ☐ Review the Acknowledgement to make sure it conforms to the requirements of your state. If it does not, attach your separate certificate form for completion
- ☐ Add the State/Commonwealth where you performed the notarization
- ☐ Add the County where you performed the notarization
- ☐ Add the date the signer personally appeared before you and when you completed the notarization
- ☐ **The signer's printed name in the Acknowledgement must match the signer's signature block exactly as printed or written**
- ☐ Sign your name exactly as it appears on your Notary commission
- ☐ Affix your seal properly and make sure it is clear and legible
- ☐ Print your name exactly as it appears on your Notary commission and Notary seal (regardless if the Notary seal contains this information)

SECOND AMENDMENT TO SUBLEASE AGREEMENT

THIS SECOND AMENDMENT TO SUBLEASE AGREEMENT (this "Second Amendment") is dated and made effective as of the date of the last party to sign ("Effective Date"), by and between CITY OF NOVI, a Michigan municipal corporation ("Landlord"), with a mailing address of 45175 West Ten Mile Road, Novi, Michigan 48375, and STC FIVE LLC, a Delaware limited liability company, by and through GLOBAL SIGNAL ACQUISITIONS II LLC, a Delaware limited liability company, its attorney in fact ("Tenant"), with a mailing address of 2000 Corporate Drive, Canonsburg, Pennsylvania 15317.

RECITALS

WHEREAS, Landlord and Sprint Spectrum, L.P., a Delaware limited partnership ("Original Tenant") entered into a Sublease Agreement dated May 9, 2001 (the "Original Lease"), whereby Original Tenant leased certain real property, together with access and utility easements, located in Oakland County, Michigan from Landlord (the "Premises"), all located within certain real property owned by Landlord (the "Parent Parcel"); and

WHEREAS, the Original Lease was amended by that certain First Amendment to Sublease Agreement dated March 20, 2006 (hereinafter the Original Lease and all subsequent amendments are collectively referred to as the "Lease"); and

WHEREAS, STC Five LLC is currently the tenant under the Lease as successor in interest to Original Tenant; and

WHEREAS, the Premises may be used for the purpose of constructing, maintaining and operating a communications facility, including tower structures, equipment shelters, cabinets, meter boards, utilities, antennas, equipment, any related improvements and structures and uses incidental thereto; and

WHEREAS, the Lease had an initial term that commenced on May 9, 2001 and expired on May 8, 2006. The Lease provided for four (4) extensions of five (5) years each, all of which were exercised by Tenant. According to the Lease, the final extension expires on May 8, 2026; and

WHEREAS, Landlord and Tenant desire to amend the Lease on the terms and conditions contained herein.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, Landlord and Tenant agree as follows:

1. Recitals; Defined Terms. The parties acknowledge the accuracy of the foregoing recitals. Any capitalized terms not defined herein shall have the meanings ascribed to them in the Lease.

2. Conditional Signing Bonus. Tenant will pay to Landlord a one-time amount of Twenty-Five Thousand and 00/100 Dollars ($25,000.00) for the full execution of this Second Amendment (and any applicable memorandum of amendment) (the "Conditional Signing Bonus"). Tenant will pay the Conditional Signing Bonus to Landlord within sixty (60) days of the full execution of this Second Amendment (and any applicable memorandum of amendment). In the event that this Second Amendment (and any applicable

memorandum of amendment) is not fully executed by both Landlord and Tenant for any reason, Tenant shall have no obligation to pay the Conditional Signing Bonus to Landlord.

3. Term of Lease. Section 2(b) of the Lease is hereby deleted in its entirety and the following is inserted in its place:

> (b) Provided Tenant is not in default, the Term of this Lease shall be automatically extended for up to ten (10) additional and separate five (5) year terms (each a "Renewal Term"), unless Tenant gives Landlord written notice of intention not to renew at least six (6) months prior to the end of each Renewal Term in which event this Lease shall expire at the end of that term.

Landlord and Tenant acknowledge and agree that Tenant has exercised four (4) Renewal Terms, leaving a balance of six (6) Renewal Terms, with the final Renewal Term expiring on May 8, 2056.

4. One-time Rent Increase. On May 8, 2026, the annual rent shall increase to Twenty-Seven Thousand and 00/100 Dollars ($27,000.00) per year. Following such increase, the annual rent shall continue to adjust pursuant to the terms of this Second Amendment.

5. Rent Escalations. Commencing on May 8, 2031 and every five (5) years thereafter (each an "Adjustment Date"), the annual rent shall increase by an amount equal to Three Thousand and 00/100 Dollars ($3,000.00). Such rent escalations shall replace any rent escalations currently in the Lease.

6. Rent for Additional Users. Section 3(c) of the Original Lease is hereby amended as follows:

> Fifth through Tenth Renewal Terms (beginning May 9, 2026) (Year 26-50): Tenant shall pay fifty percent (50%) of the rent payable from the user or Eleven Thousand Five Hundred and 00/100 Dollars ($11,500.00), whichever is more.

7. Notices. Tenant's notice address as stated in the Lease is amended as follows:

If to Tenant: STC Five LLC
c/o Crown Castle USA Inc.
Attn: Legal - Real Estate Department
2000 Corporate Drive
Canonsburg, PA 15317

8. Ratification.

a) Landlord and Tenant agree that Tenant is the current tenant under the Lease, the Lease is in full force and effect, as amended herein, and the Lease contains the entire Lease between Landlord and Tenant with respect to the Premises.

b) Landlord agrees that any and all actions or inactions that have occurred or should have occurred prior to the date of this Second Amendment are approved and ratified and that no breaches or defaults exist as of the date of this Second Amendment.

c) Landlord represents and warrants that Landlord is duly authorized and has the full power, right and authority to enter into this Second Amendment and to perform all of its obligations under the Lease as amended.

d) Landlord agrees to provide such further assurances as may be requested to carry out and evidence the full intent of the parties under the Lease as amended hereby, and ensure Tenant's continuous and uninterrupted use, possession and quiet enjoyment of the Premises under the Lease as amended hereby.

e) Landlord acknowledges that the Premises, as defined, shall include any portion of the Parent Parcel on which communications facilities or other Tenant improvements exist on the date of this Second Amendment.

9. IRS Form W-9. Landlord agrees to provide Tenant with a completed IRS Form W-9, or its equivalent, upon execution of this Second Amendment and at such other times as may be reasonably requested by Tenant. In the event the Premises is transferred, the succeeding landlord shall have a duty at the time of such transfer to provide Tenant with a completed IRS Form W-9, or its equivalent, and other related paperwork to effect a transfer in the rent to the new landlord. Landlord's failure to provide the IRS Form W-9 within thirty (30) days after Tenant's request shall be considered a default and Tenant may take any reasonable action necessary to comply with IRS regulations including, but not limited to, withholding applicable taxes from rent payments.

10. Remainder of Lease Unaffected. The parties hereto acknowledge that except as expressly modified hereby, the Lease remains unmodified and in full force and effect. In the event of any conflict or inconsistency between the terms of this Second Amendment and the Lease, the terms of this Second Amendment shall control. The terms, covenants and provisions of this Second Amendment shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of Landlord and Tenant. This Second Amendment may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

11. Survey. Tenant reserves the right, at its discretion and at its sole cost, to obtain a survey ("Survey") specifically describing the Premises and any access and utility easements associated therewith. Tenant shall be permitted to attach the Survey as an exhibit to this Second Amendment and any related memorandum for recording, which shall update and replace the existing description, at any time prior to or after closing of this Second Amendment.

12. Recordation. Tenant, at its cost and expense, shall have the right to record a memorandum of this Second Amendment ("Memorandum") in the official records of Oakland County, Michigan at any time following the execution of this Second Amendment by all parties hereto. In addition, Tenant shall have the right in its discretion, to record a notice of lease, affidavit or other form to be determined by Tenant without Landlord's signature in form and content substantially similar to the Memorandum, to provide record notice of the terms of this Second Amendment.

13. Electronic Signatures. Each party agrees that the electronic signatures of the parties included in this Second Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. As used herein, "electronic signature" means any electronic sound, symbol, or process

attached to or logically associated with this Second Amendment and executed and adopted by a party with the intent to sign this Second Amendment, including facsimile or email electronic signatures.

[*Execution Pages Follow*]

This Second Amendment is executed by Landlord as of the date written below.

LANDLORD:
CITY OF NOVI,
a Michigan municipal corporation

By: _____
Print Name: _____
Print Title: _____
Date: _____

[*Tenant Execution Page Follows*]

This Second Amendment is executed by Tenant as of the date written below.

TENANT:
STC FIVE LLC,
a Delaware limited liability company

By: GLOBAL SIGNAL ACQUISITIONS II LLC,
a Delaware limited liability company
Its: Attorney In Fact

By: _____
Print Name: _____
Print Title: _____
Date: _____

MEMORANDUM OF AMENDMENT TO SUBLEASE AGREEMENT

WHEN RECORDED RETURN TO:
STC Five LLC
c/o Global Signal Acquisitions II LLC
8020 Katy Freeway
Houston, Texas 77024

Prepared by:
Parker Legal Group, PC
600 West Broadway, Suite 700
San Diego, California 92101

SPACE ABOVE THIS LINE FOR RECORDER'S USE

APN: 22-26-101-018

This Memorandum of Amendment to Sublease Agreement ("Memorandum") is dated and made effective as of the date of the last party to sign, by and between CITY OF NOVI, a Michigan municipal corporation ("Landlord"), with a mailing address of 45175 West Ten Mile Road, Novi, Michigan 48375, and STC FIVE LLC, a Delaware limited liability company, by and through GLOBAL SIGNAL ACQUISITIONS II LLC, a Delaware limited liability company, its attorney in fact ("Tenant"), with a mailing address of 2000 Corporate Drive, Canonsburg, Pennsylvania 15317.

1. Landlord and Sprint Spectrum, L.P., a Delaware limited partnership ("Original Tenant") entered into a Sublease Agreement dated May 9, 2001 (the "Original Lease"), whereby Original Tenant leased certain real property, together with access and utility easements, located in Oakland County, Michigan from Landlord (the "Premises"), all located within certain real property owned by Landlord (the "Parent Parcel"). The Parent Parcel, of which the Premises is a part, is more particularly described in Exhibit A attached hereto.

2. The Original Lease was amended by that certain First Amendment to Sublease Agreement dated March 20, 2006 (hereinafter the Original Lease and all subsequent amendments are collectively referred to as the "Lease").

3. STC Five LLC is currently the tenant under the Lease as successor in interest to Original Tenant.

4. The Premises may be used for the purpose of constructing, maintaining and operating a communications facility, including tower structures, equipment shelters, cabinets, meter boards, utilities, antennas, equipment, any related improvements and structures and uses incidental thereto.

5. The Lease had an initial term that commenced on May 9, 2001 and expired on May 8, 2006. The Lease provided for four (4) extensions of five (5) years each (each a "Renewal Term"), all of which were exercised by Tenant. According to the Lease, the final Renewal Term expires on May 8, 2026.

6. Landlord and Tenant have entered into a Second Amendment to Sublease Agreement (the "Second Amendment"), of which this is a Memorandum, providing for six (6) additional Renewal Terms of five (5) years each. Pursuant to the Second Amendment, the final Renewal Term expires on May 8, 2056.

7. In the event of any inconsistency between this Memorandum and the Second Amendment, the Second Amendment shall control.

8. The terms, covenants and provisions of the Second Amendment shall extend to and be binding upon the respective executors, administrators, heirs, successors and assigns of Landlord and Tenant.

9. This Memorandum does not contain the social security number of any person.

10. A copy of the Second Amendment is on file with Landlord and Tenant.

[*Execution Pages Follow*]

IN WITNESS WHEREOF, hereunto and to duplicates hereof, Landlord has caused this Memorandum to be duly executed on the date first written below.

LANDLORD:
CITY OF NOVI,
a Michigan municipal corporation

By: _____
Print Name: _____
Print Title: _____
Date: _____

ALL PURPOSE ACKNOWLEDGMENT

STATE OF _____ }
}
COUNTY OF _____ }

On this ____ day of _____, 20___ before me _____ (notary public), personally appeared _____ (print name), who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of _____ that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (notary public)

(NOTARY SEAL)

[*Tenant Execution Page Follows*]

IN WITNESS WHEREOF, hereunto and to duplicates hereof, Tenant has caused this Memorandum to be duly executed on the date first written below.

TENANT:
STC FIVE LLC,
a Delaware limited liability company

By: GLOBAL SIGNAL ACQUISITIONS II LLC,
a Delaware limited liability company
Its: Attorney in Fact

By: _____
Print Name: _____
Print Title: _____
Date: _____

State of Texas

County of _____

Before me, _____, a Notary Public, on this day personally appeared _____, _____ of **GLOBAL SIGNAL ACQUISITIONS II LLC**, a Delaware limited liability company, as Attorney in Fact for **STC FIVE LLC**, a Delaware limited liability company, known to me (or proved to me on the oath of _____ or through driver's license, state id card, resident id card, military id card, or passport) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she/he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 20___.

_____
(Personalized Seal) Notary Public's Signature

EXHIBIT A
Legal Description of the Parent Parcel

PART OF THE NORTHWEST 1/4 OF SECTION 26, TOWNSHIP 1 NORTH, RANGE 8 EAST, CITY OF NOVI, OAKLAND COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS

BEGINNING AT A POINT DISTANT NORTH 86 DEGREES 27 MINUTES 27 SECONDS EAST 1,061.55 FEET AND SOUTH 02 DEGREES 47 MINUTES 25 SECONDS EAST 1,043.98 FEET FROM NORTHWEST SECTION CORNER; THENCE NORTH 86 DEGREES 27 MINUTES 27 SECONDS EAST 80.24 FEET; THENCE SOUTH 02 DEGREES 47 MINUTES 33 SECONDS EAST 652.58 FEET; THENCE ALONG CURVE TO LEFT, RADIUS 250 FEET, CHORD BEARS SOUTH 19 DEGREES 18 MINUTES 40 SECONDS EAST 141.97 FEET, DISTANCE OF 143.95 FEET; THENCE ALONG CURVE TO RIGHT, RADIUS 280 FEET, CHORD BEARS SOUTH 20 DEGREES 25 MINUTES 19 SECONDS EAST 148.55 FEET, DISTANCE OF 150.35 FEET; THENCE ALONG CURVE TO LEFT, RADIUS 34 FEET, CHORD BEARS SOUTH 30 DEGREES 16 MINUTES 27 SECONDS EAST 29.02 FEET, DISTANCE OF 29.98 FEET; THENCE ALONG CURVE TO RIGHT, RADIUS 76 FEET, CHORD BEARS SOUTH 29 DEGREES 17 MINUTES 48 SECONDS EAST 67.20 FEET, DISTANCE OF 69.61 FEET, THENCE SOUTH 03 DEGREES 03 MINUTES 33 SECONDS EAST 110.72 FEET; THENCE NORTH 86 DEGREES 56 MINUTES 27 SECONDS EAST 535.80 FEET, THENCE NORTH 49 DEGREES 06 MINUTES 05 SECONDS EAST 188.17 FEET; THENCE NORTH 86 DEGREES 56 MINUTES 27 SECONDS EAST 355.33 FEET; THENCE SOUTH 07 DEGREES 58 MINUTES 33 SECONDS EAST 588.64 FEET; THENCE SOUTH 86 DEGREES 56 MINUTES 27 SECONDS WEST 1,301.95 FEET; THENCE NORTH 02 DEGREES 47 MINUTES 25 SECONDS WEST 1,598.25 FEET TO BEGINNING, EXCEPT THAT PART TAKEN FOR ARENA DRIVE 15.16 A10-13-97 FR 003 1-16-98 CORR.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

___ – ___ – ____

or

Employer identification number

__ – _____

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** ▶ **Date** ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint.* You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

CITY OF NOVI CITY COUNCIL
MAY 6, 2024

SUBJECT: Approval of claims and warrants – Warrant 1155

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, #1155 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1155

CITY OF NOVI
Warrant 1155
Monday, May 6, 2024

Check	Vendor Name	Description	Amount
188735-188761	CONSUMERS ENERGY	HEAT	14,040.12
188762-188769	DTE ENERGY	ELECTRICITY	1,835.37
188770	AT&T MOBILITY	INVOICE 830154504X04102024 (HIDTA)	454.40
188771	KELLEY, ERICA	REIMBURSEMENT OPERATING SUPPLIES (HIDTA)	1,113.00
188772	LABOMBARD, DALE	REIMBURSEMENT OPERATING SUPPLIES (HIDTA)	1,148.03
188773	LUCAS, PETER	REIMBURSEMENT OPERATING SUPPLIES (HIDTA)	1,044.61
188774	MCNABB, TIMOTHY	REIMBURSEMENT TRANSPORTATION (HIDTA)	1,203.26
188775	1ST AYD CORPORATION	OPERATING SUPPLIES	197.29
188776	21ST CENTURY MEDIA	ELECTION SUPPLIES	610.01
188777	A AND R PLUMBING LLC	WATER LINE MAINTENANCE (WATER & SEWER)	1,220.00
188778	ACCUFORM PRINTING & GRAPHICS INC	SUPPLIES (W&S, COMM REL, P&R, DPW)	4,362.42
188779	ACCURATE PARKING LOT SERVCES, INC	WIXOM ROAD & TAFT	685.00
188780	ADT COMMERCIAL LLC	INTERNAL TECHNOLOGY - ALARM (POLICE, IT)	3,490.00
188781	ADVANCED TURF SOLUTIONS, INC.	GROUNDS MAINTENANCE (PARKS MAINT)	1,727.50
188782	ALLIANCE HEALTH AND LIFE	EMPLOYEE HEALTHCARE INSURANCE	15,040.00
188783	ALLIE BROTHERS INC	DETECTIVE - NEW UNIFORMS 2023-24 (POLICE)	4,637.02
188784	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE	310.00
188785	ALTECH DOORS LLC	BUILDING MAINTENANCE (FIRE, FACILITIES, PARKS)	8,764.20
188786	AMAZON	LIBRARY BOOKS	1,320.68
188787	AMERICAN GENERATORS SALES AND	BUILDING MAINTENANCE	365.00
188788	ANGLE, MICHAEL	WITNESS	11.40
188789	ANTHONY CONTRACTING	BLDG. BOND REFUND (ESCROW)	500.00
188790	ARAMARK REFRESHMENT SERVICES	OPERATING SUPPLIES	301.33
188791	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE - PRE EMPLOYMENT (HR)	2,045.00
188792	ASPEN OUTDOORS	GROUNDS MAINTENANCE (PARKS MAINT)	2,172.00
188793	B & B LANDSCAPING	GROUNDS MAINT (POLICE, DPW, PARKS, STREETS)	12,763.22
188794	BAKER & TAYLOR, LLC	AUDIO VISUAL MATERIALS	193.95
188795	BAKER LEGAL GROUP PLLC	PROSECUTOR FEES MARCH 2024 (POLICE)	11,610.00
188796	BALDRIDGE, TRENDA	CHORALAIRES (PARKS & REC)	1,350.00
188797	BATTERIES PLUS BULBS	VEHICLE MAINTENANCE	225.49
188798	BEACON ATHLETICS LLC	OPERATING SUPPLIES	275.00
188799	BECKETT & RAEDER INC.	MASTER PLAN FOR LAND USE & THOROUGHFARE	850.94
188800	BELL, LINDSAY	CONFERENCE (PLANNING)	2,560.90
188801	BELLE TIRE	VEHICLE MAINTENANCE (POLICE, FIRE)	3,051.86
188802	BENITO'S CAFE	WATER LINE MAINTENANCE	39.18
188803	BERTIN, KENNETH M.	ADULT SOFTBALL	75.00
188804	BEST TECHNOLOGY SYSTEMS, INC.	ANNUAL RANGE CLEANOUT 2023-24 (POLICE)	9,347.00
188805	BEYER, TODD A.	TENNIS LESSONS (PARKS & REC)	2,745.40
188806	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	68,606.83
188807	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTHCARE INSURANCE	34,817.38
188808	BOUND TREE MEDICAL LLC	OPERATING SUPPLIES (FIRE)	1,170.18
188809	BRIEN'S SERVICES INC	GROUNDS MAINTENANCE	533.00
188810	BRODART CO.	LIBRARY BOOKS	9,184.72
188811	BS & A SOFTWARE, INC.	INTERNAL TECHNOLOGY (COMM DEVELOP)	1,480.00
188812	CAMBRIDGE HOMES, INC	UB REFUND FOR 49339 VILLA CT	614.72
188813	CAMFIL USA, INC.	INDOOR GUN RANGE (POLICE)	1,636.80
188814	CANFIELD EQUIPMENT SERVICES INC.	#870 T&E OUTFIT POLICE PATROL VEHICLE (POLICE)	45,812.77
188815	CANON FINANCIAL SERVICES INC	EQUIPMENT RENTAL/LEASE (LIBRARY, IT)	5,316.30
188816	CAUCHI, PATRICIA	PETTY CASH	49.14
188817	CAVENDISH SQUARE PUBLISHING LLC	LIBRARY BOOKS	204.44
188818	CDW GOVERNMENT LLC	OPERATING SUPPLIES (P&R, POLICE, HR)	4,746.86
188819	CHARTER TOWNSHIP OF VAN BUREN	CONFERENCE	50.00
188820	CHILTON, KIMBERLY S.	OLDER ADULTS FITNESS (PARKS & REC)	2,863.20
188821	CINTAS CORP	SUPPLIES UNIFORMS (DPW)	2,762.04
188822	CLARKE MOSQUITO CONTROL PROD. INC.	STORM SEWER MAINT (WATER & SEWER)	14,747.04
188823	CONSERVA ELECTRIC SUPPLY, INC.	THEATRE PROGRAMS	274.60

188824	CONTI, MARIA	REFUND PARKS	10.00	
188825	COPES, ROBERT	ELECTION COMMISSION MEETING 4/16/24	22.50	
188826	CORRIGAN RECORD STORAGE LLC	RECORDS STORAGE	26.98	
188827	COUNTRY CLUB LAWN LLC	ROUTINE MAINTENANCE (STREETS, W&S)	4,001.00	
188828	CRANDALL-WORTHINGTON INC	CUSTODIAL SUPPLIES (FIRE, PARKS, FACILITIES)	1,121.78	
188829	CUMMINS-ALLISON CORP	OFFICE EQUIPMENT MAINTENANCE	959.00	
188830	CUTMYTREEDOWN.COM	NRP 2021 (MUNI STREETS)	4,930.00	
188831	D S HOMES LLC	BLDG. BOND REFUND (ESCROW)	500.00	
188832	DALTON COMMERCIAL CLEANING CORP	BUILDING MAINTENANCE	950.00	
188833	DAVEY RESOURCE GROUP	TREE MANAGEMENT PLAN UPDATE (TREE FUND)	3,750.00	
188834	DEBBIE LIM ART & PHOTOGRAPHY	ART EXHIBITS	45.50	
188835	DELL MARKETING L.P.	INTERNAL TECHNOLOGY - CITYWIDE (IT)	31,326.01	
188836	DEMARIA BUILDING COMPANY, INC.	OVERHEAD OWNING GUN RANGE (GUN RANGE)	17,736.00	
188837	DEMCO INC.	OPERATING SUPPLIES	901.23	
188838	DORNBOS SIGN & SAFETY INC	SIGNING SUPPLIES	148.50	
188839	DRN & ASSOCIATES, ARCHITECTS, PC	PROFESSIONAL SERVICES (ESCROW, PLANNING)	7,820.00	
188840	VOID	VOID	-	V
188841-188885	DTE ENERGY	ELECTRICITY	36,836.50	
188886	DUCZYMINSKI, PHILIP	TUITION REIMBURSEMENT	680.00	
188887	ELLSWORTH INDUSTRIES INC.	GROUNDS MAINTENANCE - MULCH (PARKS)	2,150.00	
188888	ELM USA, INC.	OFFICE SUPPLIES	79.95	
188889	FARKAS, JULIE	MILEAGE REIMBURSEMENT	80.40	
188890	FIFER INVESTIGATIONS LLC	RECRUITMENT	950.00	
188891	FIFTH THIRD BANK	BOND PRINC &INTEREST EXPENSE (ICE ARENA)	526,240.00	
188892	FIREPENNY	VEHICLE MAINTENANCE	549.91	
188893	FLOR DRI SUPPLY CO INC	VEHICLE MAINTENANCE	629.98	
188894	G & M ENTERPRISES LTD	STORM SEWER MAINTENANCE (DRAIN, STREETS)	25,714.00	
188895	G2 CONSULTING GROUP, LLC.	MATERIAL TESTING-WIXOM/PS LAND (CIP, STREETS)	18,787.50	
188896	GALE/CENGAGE LEARNING	LIBRARY BOOKS	28.79	
188897	GRAINGER INC, W W	OPERATING SUPPLIES	138.14	
188898	GRAPH-X SIGNS, DISPLAY & EXHIBITS	BUILDINGS/GROUND/FURNITURE EXPENSE	70.00	
188899	GREAT AMERICA FINANCIAL SERVICES	OPERATING SUPPLIES	85.04	
188900	GREAT LAKES ACE	OPERATING SUPPLIES	24.96	
188901	GREAT LAKES WATER AUTHORITY	IWC CHARGES 3/2024, 14 MILE RD (W&S, STREES)	332,568.50	
188902	GUNNERS METERS & PARTS, INC.	WATER LINE MAINTENANCE	575.00	
188903	HASTINGS AIR-ENERGY CONTROL	BUILDING MAINTENANCE (FIRE)	4,040.02	
188904	HEADLEY, JACY	PER DIEM / PARKING CONFERENCE	86.00	
188905	HEADLEY, JACY	REIMBURSEMENT	75.00	
188906	HEALTH ALLIANCE PLAN	EMPLOYEE HEALTHCARE INSURANCE	19,603.46	
188907	HEIDT, SAMANTHA	WITNESS	10.32	
188908	HOFFMAN, CAROL	REFUND LIBRARY	109.00	
188909	HOME DEPOT	BUILDING MAINTENANCE	141.65	
188910	HOME DEPOT CREDIT SERVICES	LIFT STATION MAINTENANCE	523.31	
188911	HQI PAINTERS INC.	BUILDING MAINTENANCE	600.00	
188912	IMPERIAL DADE	BUILDING MAINTENANCE	895.81	
188913	INTRADO LIFE & SAFETY, INC	TELEPHONE MAINTENANCE	591.26	
188914	ISCG, INC.	SUPPLIES (WATER & SEWER)	1,445.08	
188915	JK LOCKSMITH CO LLC	OPERATING SUPPLIES	8.50	
188916	JOHNSON, RONALD DEAN	ADULT SOFTBALL	75.00	
188917	KAMINSKAS, TIMOTHY & ERIN	WATER PRESSURE TANK,SWITCH, VALVE	800.18	
188918	KAMINSKAS, TIMOTHY & ERIN	PULL WELL PUMP FOR INSPECTION	400.00	
188919	KENSINGTON FAMILY HOMES	BLDG. BOND REFUND (ESCROW)	500.00	
188920	KEY CODE MEDIA INC.	EQUIPMENT FOR NEW STUDIO NO.VI (PEG FUND)	19,300.00	
188921	KOUDA, MAJD	TUITION REIMBURSEMENT	951.00	
188922	LADD'S GOLF & TURF, LLC	OPERATING SUPPLIES	757.79	
188923	LAKESHORE LEARNING MATERIALS	LIBRARY PROGRAMMING	997.05	
188924	LEISURE UNLIMITED LLC	OLDER ADULTS FITNESS (PARKS & REC)	1,029.60	
188925	LGC GLOBAL INC.	NOVI RD/ 13 MILE RD WATER MAIN (W&S)	550,232.50	
188926	LOOMIS	ARMORED CAR SERVICES	590.07	
188927	LYNN PEAVEY COMPANY	OPERATING SUPPLIES	158.30	
188928	M-2 AUTO PARTS, INC.	VEHICLE MAINTENANCE	190.02	
188929	MALINOWSKI, JUDITH M.	MEDICAL SERV - PRE EMPLOYMENT (POLICE,FIRE)	1,500.00	
188930	MARTINEZ, DEBORAH	PER DIEM CONFERENCE	128.00	
188931	MCKENNA ASSOCIATES INC	HCD (COMMUNITY DEV BLOCK GRANT)	1,581.25	

188932	MEADOWBROOK ART CENTER	INTERNAL TECHNOLOGY	785.00	
188933	MICHIGAN.COM	PRINTING AND PUBLISHING	727.06	
188934	MIDWEST COLLABORATIVE FOR LIBRARY	CONFERENCE	180.00	
188935	MIDWEST TAPE, LLC	AUDIO VISUAL MATERIALS (LIBRARY)	13,883.31	
188936	MIRAGE DEVELOPMENT LLC	BLDG. BOND REFUND (ESCROW)	5,000.00	
188937	MISSION COMMUNICATIONS, LLC	LIFT STATION MAINTENANCE	885.00	
188938	MORRIS, MELISSA	MILEAGE REIMBURSEMENT	32.16	
188939	MUNICIPAL WEB SERVICES, INC	WEB PAGE MAINTENANCE (COMM REL)	5,191.50	
188940	NAGLE PAVING COMPANY	BLDG. BOND REFUND (ESCROW)	500.00	
188941	NAGLE PAVING COMPANY	BLDG. BOND REFUND (ESCROW)	500.00	
188942	NAGLE PAVING COMPANY	BLDG. BOND REFUND (ESCROW)	500.00	
188943	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	257.96	
188944	NORTHVILLE LOCKSMITH INC., THE	PARK BUILDING MAINTENANCE	200.00	
188945	O'REILLY AUTO PARTS	OPERATING SUPPLIES	569.73	
188946	O.S. CONSTRUCTION	BLDG. BOND REFUND (ESCROW)	500.00	
188947	OAKLAND COUNTY ANIMAL CONTROL	FEB & MAR 2024 DOG LICENSES (ESCROW)	2,878.00	
188948	OAKLAND COUNTY PLANNING	TAX COLLECTION - FINAL DISTRIBUTION (ESCROW)	680,332.58	
188949	OAKLAND COUNTY PLANNING	TAX COLLECTION - FINAL DISTRIBUTION (ESCROW)	8,225.61	
188950	OAKLAND COUNTY REGISTER OF DEEDS	SDFMA PARC VISTA	30.00	
188951	OAKLAND COUNTY REGISTER OF DEEDS	WARRANTY DEED PARC VISTA	35.00	
188952	OAKLAND COUNTY REGISTER OF DEEDS	30551 NOVI RD WATERMAIN EASEMENT	30.00	
188953	OAKLAND COUNTY TREASURER	TRAILER TAX FEBRUARY 2024 (ESCROW)	13,910.00	
188954	OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICE	55.00	
188955	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	542.36	
188956	ORCHARD, HILTZ & MC CLIMENT	PROF'L SERV - VAR PROJ (STREETS, W&S, DRAIN)	121,626.62	
188957	ORKIN	BUILDING MAINTENANCE	649.94	
188958	OTIS ELEVATOR COMPANY	CONTRACTUAL SERVICES (FACILITIES, POLICE)	1,452.18	
188959	PAMAR ENTERPRISES, INC.	CONST: SS UPGRADES (LANNYS & DRAKE) (W&S)	637,152.38	
188960	PARAGON LABORATORIES, INC.	MANDATORY EPA WATER TESTING	348.00	
188961	PARNELL, DAMON	PER DIEM CONFERENCE	239.00	
188962	PEPPER & SON INC, J.W.	NOVI CONCERT BAND	150.99	
188963	PERFECT CLEANERS OF DETROIT, INC	2023-24 UNIFORM CLEANING (POLICE, FIRE)	1,222.30	
188964	PLAYAWAY PRODUCTS LLC	AUDIO VISUAL MATERIALS	53.00	
188965	POSTMASTER	POSTAGE BRM 144-001	500.00	
188966	PPG ARCHITECTURAL FINISHES	OPERATING SUPPLIES	109.20	
188967	PRACTICE ZONE, THE	SPORTS CAMPS (PARKS & REC)	1,164.80	
188968	PRECISE MRM LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,775.00	
188969	PREMIER SAFETY	OPERATING SUPPLIES	307.29	
188970	PRESIDIO NETWORKED SOLUTIONS	COMPUTER SUPPLIES (LIBRARY)	1,270.00	
188971	PRIORITY HEALTH	EMPLOYEE HEALTHCARE INSURANCE	36,772.24	
188972	PROFESSIONAL BUILDING SERVICES LLC	CUSTODIAL SERVICES (LIBRARY)	7,238.16	
188973	PROSCREENING, LLC	RECRUITMENT (HR)	1,447.00	
188974	QUILL CORPORATION	OFFICE SUPPLIES	477.22	
188975	R & R FIRE TRUCK REPAIR INC	VEHICLE MAINTENANCE	227.30	
188976	R.S. THOMAS & ASSOCIATES, INC.	MEADOWBROOK RD REHAB (MAJOR STREETS)	2,950.00	
188977	RED WING SHOE STORE	SUPPLIES UNIFORMS	424.98	
188978	REGISTER, KENNETH	REIMBURSEMENT	63.66	
188979	RELIANCE BUILDING CO	BLDG. BOND REFUND (ESCROW)	500.00	
188980	RM DISTRIBUTORS	CONFERENCE (DPW)	5,500.00	
188981	ROBBINS, JACOB	REIMBURSEMENT	30.00	
188982	ROMANA CONSTRUCTION INC	BLDG. BOND REFUND (ESCROW)	500.00	
188983	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (ESCROW)	5,578.20	
188984	VOID	VOID	-	V
188985	SAM'S CLUB DIRECT	LIBRARY PROGRAMMING	90.18	
188986	SCHINDLER ELEVATOR CORPORATION	BUILDING MAINTENANCE (LIBRARY)	3,798.12	
188987	SCHWARTZ, MARGARET	OLDER ADULTS MASSAGE	819.00	
188988	SHERWIN-WILLIAMS COMPANY	OPERATING SUPPLIES	192.82	
188989	SIGNATURE SERVICES	WATER LINE MAINTENANCE	548.00	
188990	SIGNS & MORE	BLDG. BOND REFUND (ESCROW)	1,500.00	
188991	SINGH CONSTRUCTION II, LLC	BLDG. BOND REFUND (ESCROW)	500.00	
188992	SITEONE LANDSCAPE SUPPLY, LLC	GROUNDS MAINTENANCE	253.79	
188993	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES (POLICE, P&R, FIRE, DPW)	2,233.94	
188994	SOUTHEASTERN CHAPTER	CONFERENCE	30.00	
188995-189000	SPALDING DE DECKER	PROF'L SERV (ESCROW, PLANNING, STREETS, W&S)	82,756.83	

189001	SPARC ARENA LLC	SPORTS CAMPS	805.00
189002	SPICER GROUP INC	PRCS STRATEGIC MASTER PLAN	598.00
189003	ST JAMES, STEVE	PER DIEM CONFERENCE	161.00
189004	STATE OF MICHIGAN	COST SHARE: WIXOM ROAD REHAB (STREETS)	72,622.89
189005	STATE OF MICHIGAN	TAX COLLECTION - FINAL DISTRIBUTION (ESCROW)	724,211.71
189006	STATE OF MICHIGAN	CONFERENCE	150.00
189007	STRYKER	VEHICLE MAINTENANCE	731.12
189008	SUPERFISKY, PAMELA	ELECTION COMMISSION MEETING 4/16/24	22.50
189009	SUTTLE ENTERPRISES LLC	PROFESSIONAL SERVICES	750.00
189010	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES, W&S)	12,615.23
189011	SZELAP, CHRISTINE E. HEFFERNAN	KARATE (PARKS & REC)	2,570.75
189012	TAKEFORM	LAKESHORE PARK SOUND DAMPENING (P&R)	27,738.46
189013	TECH LOGIC CORPORATION	COMPUTER SUPPLIES/EQUIPMENT (LIBRARY)	1,794.53
189014	TELNET WORLDWIDE INC.	TELEPHONE (LIBRARY)	1,069.06
189015	TOKIO MARINE HCC - PUBLIC RISK GRP	INSURANCE DEDUCTIBLE - POLICE (GF)	3,000.00
189016	TRAINER, RYAN	CONFERENCE EXPENSES	374.00
189017	TRANSPORTATION IMPROVEMENT ASSOC	MEMBERSHIPS (MUNI STREETS)	24,560.00
189018	TSAI FONG BOOKS INC	LIBRARY BOOKS	1,497.51
189019	UNIVERSAL SIGN SYSTEMS	PARK SIGNAGE (PARKS & REC)	5,145.00
189020	USA BLUEBOOK	WATER LINE MAINTENANCE	555.70
189021	VARIPRO	EMPLOYEE FLEXIBLE SPENDING REIMBURSMENT	1,572.70
189022	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE (POLICE, DPW)	1,102.18
189023	VERIZON WIRELESS	TELEPHONE	573.86
189024	VERNE K PERIGORD	BLDG. BOND REFUND (ESCROW)	500.00
189025	WALSH, SHERYL	PER DIEM TLG / GSMCON	398.00
189026	WAYNE CHAPTER SPEBSQSA, INC	OLDER ADULTS SPECIAL EVENTS	250.00
189027	WILLIAM V. LICARI TRUST	085-81 10 MILE SIDEWALK ROW (MUNI STREETS)	30,000.00
189028	WINDOW WASHERS LLC, THE	OPERATING SUPPLIES (FACILITIES, P&R, POLICE)	7,500.00
189029	WITHERELL, JAY S.	MEDICAL SERVICE - PRE EMPLOY (POLICE, FIRE)	1,400.00
189030	WITMER PUBLIC SAFETY GROUP INC	CONFERENCE (FIRE)	1,868.68
189031	WORLDVIEW TECHNOLOGIES GROUP	INTERNAL TECHNOLOGY (MEADOWBROOK)	1,950.00
		GRAND TOTAL	**$ 4,524,603.23**

GENERAL FUND	101	418,946.83
MAJOR STREET FUND	202	439,616.54
LOCAL STREET FUND	203	17,544.90
MUNICIPAL STREET FUND	204	74,317.36
PARKS, REC & CULTURAL SVCS FUND	208	59,192.93
DRAIN FUND	211	46,231.31
TREE FUND	213	3,750.00
LIBRARY FUND	271	51,088.79
LIBRARY CONTRIBUTION FUND	272	1,119.93
COMMUNITY DVLPMNT BLOCK GRANT FUND	274	1,581.25
CAPITAL IMPROVMENT PRGRM (CIP) FUND	401	5,775.00
GUN RANGE FACILITY FUND	409	17,736.00
PEG CABLE - CAPITAL FUND	463	19,300.00
ICE ARENA FUND	570	526,240.00
SENIOR HOUSING FUND	574	1,950.00
WATER AND SEWER FUND	592	1,335,264.54
SELF INSURANCE - HEALTH CARE FUND	677	15,040.00
AGENCY FUND	701	72,174.65
CURRENT TAX COLLECTION FUND	703	1,412,769.90
MI HIDTA	725	4,963.30
GRAND TOTAL		**$ 4,524,603.23**