



CITY COUNCIL AGENDA

CITY OF NOVI
Regular City Council Meeting

June 17, 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

PRESENTATIONS

Novi Parks Foundation - 20th Year Anniversary

Civilian CPR Presentation

PRESENTATIONS

[Presentations](#) for Boards and Commissions

1. Kazi Afzal - Public Utilities & Technology Committee
2. Donna Eaddy - Board of Review, Cultural Arts Committee
3. Syeda Faiz - Beautification Commission
4. Robert Hamelin - Corridor Improvement Authority
5. Chet Roaden - Cultural Arts Committee
6. Becky Staab - Cultural Arts Committee
7. Matt Thibaudeau - Corridor Improvement Authority

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 the request of E & M Holdings, LLC, (Society Hill) to amend the 2001 Consent Judgment, and to set a public hearing on the proposed development.
- [2.](#) Approval of resolution to authorize Budget Amendment #2024-5
- [3.](#) Approval of resolution to authorize Budget Amendment #2024-6
- [4.](#) Appointments to Boards and Commissions
- [5.](#) Consideration of approval of Change Order No. 5 to Cadillac Asphalt, LLC for construction of Thirteen Mile Road Rehabilitation, Meadowbrook Road to M-5, in the amount of \$927,466.
- [6.](#) Consideration of agreement with People's Express, ("PEX") that will allow use of City office and parking space and provide a process for PEX to invoice the City for the cost of fares to enable Eligible Rides to receive rides for free.
- [7.](#) Consideration of Resolution Approving Assignment of Waste Hauling Agreement from GFL Environmental to Priority Waste LLC. subject to the Transfer Agreement between GFL and Priority Waste begin finalized and Priority Waste providing insurance to the City.
- [8.](#) Approval of the recommendation from the Consultant Review Committee for City's 2024-2025 property and liability insurance coverage with Travelers Insurance in the amount of \$574,891.
- [9.](#) Approval of the recommendation from the Consultant Review Committee to renew Kapnick Insurance Group as the City's insurance broker for general liability and property insurance until fiscal year 2028 with a one two-year city renewal option.

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. Consultant Review Committee
3. Environmental Sustainability 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:
June 3, 2024 - Regular Meeting
- [B.](#) Consideration of approval of a grant agreement with the Federal Highway Administration (FHWA) for a Safe Streets and Roads for All grant to develop a Safety Action Plan, with the City's estimated cost share of \$40,080.
- [C.](#) Approval of claims and warrants – Warrant 1158

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.*

MEMORANDUM



TO: MAYOR FISCHER AND COUNCIL MEMBERS
CC: CORTNEY HANSON, CITY CLERK
FROM: MELISSA MORRIS, DEPUTY CITY CLERK
SUBJECT: APPOINTMENTS FOR BOARDS AND COMMISSIONS
DATE: JUNE 13, 2024

Attached please find applications for the current openings on Boards and Commissions along with a ratings sheet and current Boards & Commissions Booklet List. Due to the volume of applicants, we will split interviews across two City Council meetings.

- Peter Winter (Board of Review) was recently appointed as an alternate. In applying for a full term, he is not required to interview again.
- Katie Chuba (Corridor Improvement Authority) is unable to attend.

In accordance with Council Rules amended in February 2021, all boards and commissions candidates will present to City Council. Please see below for current openings for which candidates are presenting.

City Council Appointments

Board or Commission	Number of openings	Term expiration
Beautification Commission	2 Partial Terms	03/01/2026 03/01/2027
Board of Review	1 Partial Term 1 alternate term	01/01/2026 01/01/2025
City Council Cultural Arts Committee	5 full terms	TBD
Public Utilities & Technology Committee	2 full terms	06/30/2027

Mayoral Appointments

Corridor Improvement Authority	2 partial terms	12/31/25 12/31/27
--------------------------------	-----------------	----------------------



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Consideration of the request of E & M Holdings, LLC, (Society Hill) to amend the 2001 Consent Judgment, and to set a public hearing on the proposed development.

SUBMITTING DEPARTMENT: Community Development Department - Planning

BACKGROUND INFORMATION:

The applicant is proposing changes to the Society Hill development that was originally approved in 1999. Society Hill is associated with a 2001 Consent Judgment with the City. The Consent Judgment states that the site plan approved in 1999 was to remain in effect for 5 years from the date of execution, after which time the applicant would need to seek approval annually from City Council to extend the final Site Plan approval. Each year since 2006 the applicant has requested, and City Council has granted, the site plan extension, so the 1999 site plan remains an approved project that could be built.

The applicant has submitted a new Concept plan for review by City Council to consider amending the Consent Judgment. Like the 1999 Plan, the new proposal for the development of the 33.89-acre property west of Novi Road and south of 12 ½ Mile Road is proposed to utilize the existing RM-1 Low Density Multiple Family zoning with the available Planned Development Option (PD-1) as designated on the Future Land Use Map. The current Concept Plan includes 463 units in mid-rise apartment buildings and attached townhouses. The five apartment buildings would each be 5-stories tall (including ground level parking), with a total of 363 apartments ranging in size from 617 square foot studios to 1,329 square foot three-bedroom units. Sixteen townhome buildings on the north side of the site would have 100 residences with garages – 80 of those in three-story buildings and 20 in 2.5-story buildings. Sixteen of the townhome units would provide a ground floor primary bedroom suite.

Indoor and outdoor amenities are proposed for the residents of the site. The central building (E) contains 15,000 square feet of indoor space for a fitness center, spa facilities, café/bistro, community lounge, co-working space, conference rooms,

community kitchen with dining area, library, and an indoor/outdoor terrace on the top floor overlooking the outdoor space. The outdoor amenities consist of two pools, a turf soccer field, tennis courts, sports court, pickleball courts, playground areas, dog park, and over two miles of walking path through the site. The chart below compares the approved 1999 Plan to the current plan to be considered.

	1999 Plan (Existing Development Approval)	Current Plan (Proposed Development)
Zoning	RM-1 Low Density Multiple Family with PD-1 Option	RM-1 Low Density Multiple Family with PD-1 Option
Land Area	33.89 acres	33.89 acres
Number of Buildings	23	21
Number of Units	312	463
Room Count	1,264	1,359
Average Unit Size	1,758 square feet	1,220 square feet
Lot Coverage	Not known	14.84%
Building Height	2 and 3 story	5 stories
Number of Parking Spaces	693	942
Parking Ratio	2.22 spaces/unit	2.03 spaces/unit
Wetland Impacts	0 acres	0.847 acres
Wetland Mitigation	N/A	0.923 acres on-site Some off-site/payment (needs clarification)
Woodland Impacts	1,062 trees	1,338 trees (82 are off-site on City-owned parcel)
Stormwater Management	All on-site	On-site and Use of City-owned parcel 22-10-400-005
Usable Open Space	~ 1 acre programmed outdoor 0% of units had private outdoor space	6.64 acres programmed outdoor 98% of units have private outdoor space
Traffic Impact	1,978 trips per day (per 1996 Traffic Study)	2,162 trips per day (per 5/24/24 F&V Trip Generation Analysis)
Curb cuts	1 on Novi Road, 1 on Twelve ½ Mile Road	2 on Novi Road, 1 on Twelve ½ Mile + 2 emergency access points

The City's staff and consultants reviewed the latest proposal and provided written comments to the applicant on May 2nd. Since that time, staff has met with the applicant and discussed many of the issues raised in the review letters. As a result of that discussion, and additional information provided by the applicant, staff has taken the opportunity to revise and update the initial review letters, as follows:

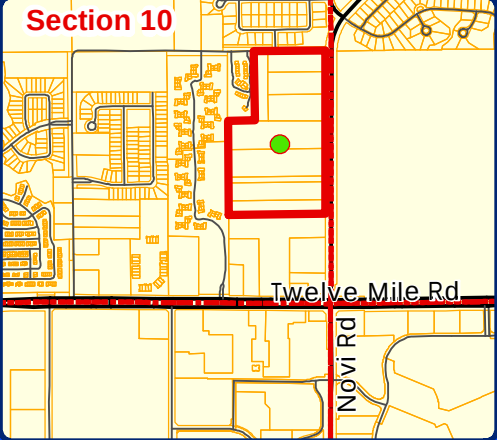
- The City's wetland consultant has provided a memo updating some of the initial comments based on additional information received from the applicant confirming the character and locations of the regulated wetlands.
- The Planning Review has been revised in a few locations to address new information.
- Engineering has provided a revised letter, including discussion for the need for soil borings to verify the viability of the locations proposed for the stormwater management ponds.

All review letters, as revised, are attached to this packet item.

RECOMMENDED ACTION: Approve request to set a public hearing in order to consider the request of E & M Holdings, LLC, (Society Hill) to amend the 2001 Consent Judgment, and direct City Staff to send notice of a public hearing to be held at the July 8, 2024 City Council meeting.

MAPS
Location
Zoning
Future Land Use
Natural Features
Limits of Disturbance

SOCIETY HILL LOCATION



LEGEND

-  Subject Property
-  City-Owned Property



City of Novi

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

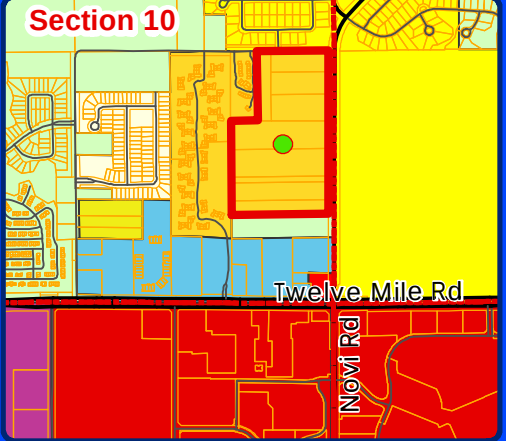
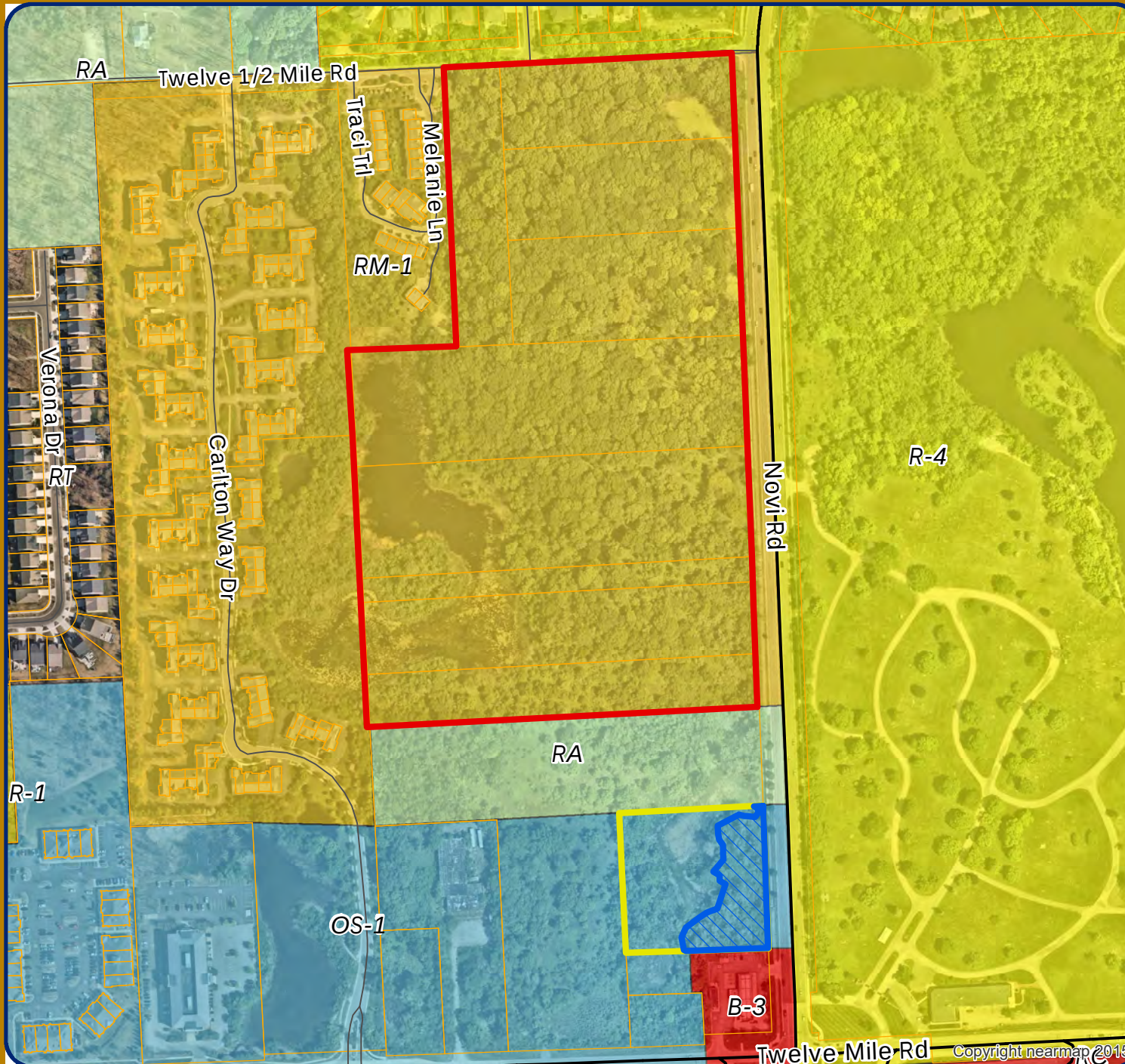
Map Author: Lindsay Bell
Date: 6/12/24
Project: SOCIETY HILL
Version #: 1



MAP INTERPRETATION NOTICE

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

SOCIETY HILL ZONING



LEGEND

- R-A: Residential Acreage
- R-1: One-Family Residential District
- R-4: One-Family Residential District
- RM-1: Low-Density Multiple Family
- B-3: General Business District
- OS-1: Office Service District
- OST: Office Service Technology
- RC: Regional Center District
- Subject Property
- City-Owned Property



City of Novi

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

Map Author: Lindsay Bell
Date: 6/12/24
Project: SOCIETY HILL
Version #: 1

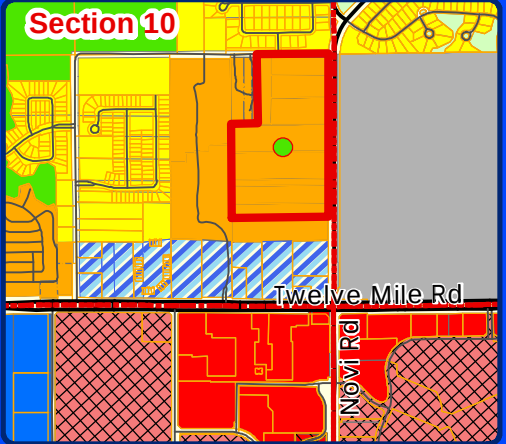
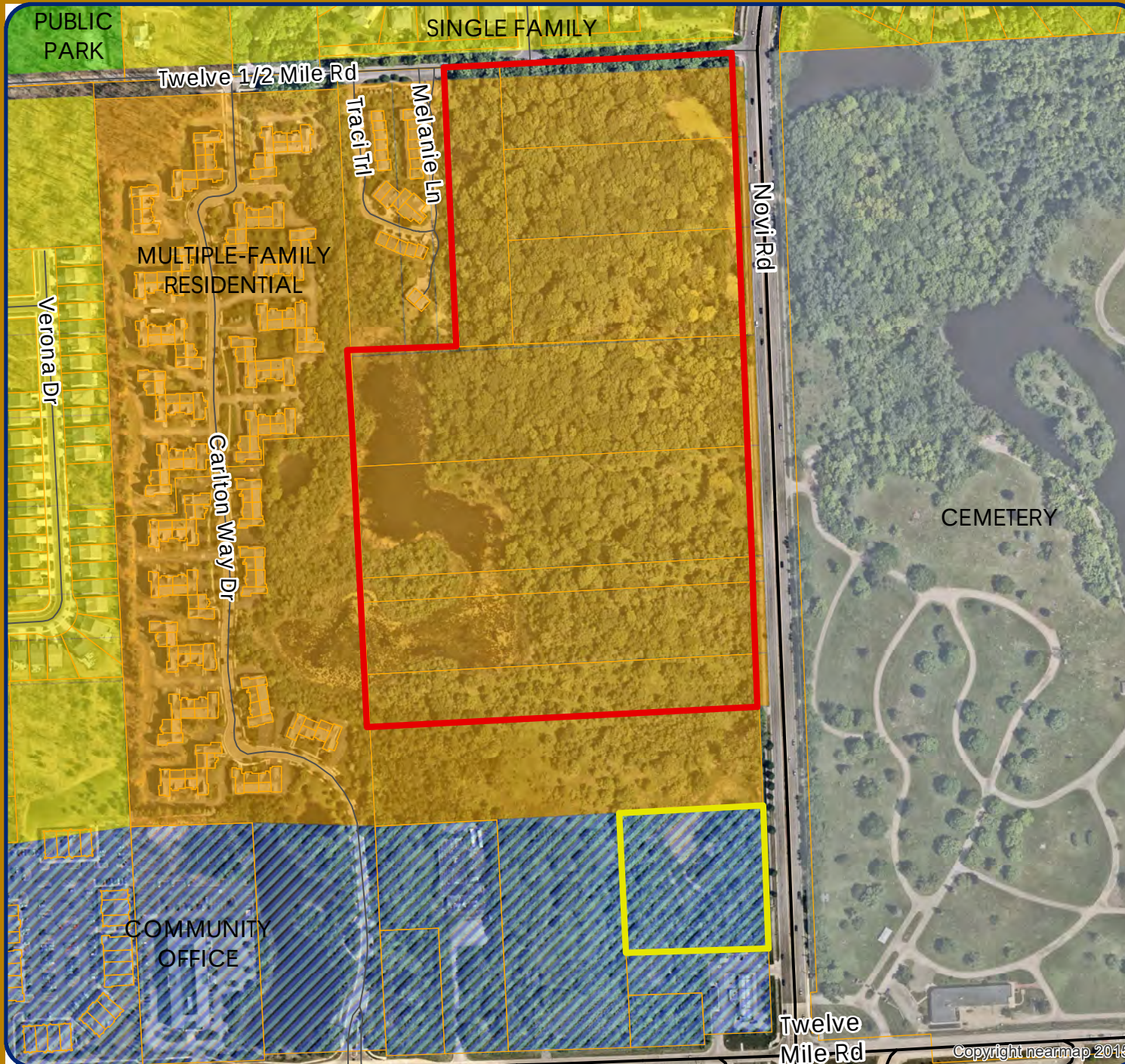


MAP INTERPRETATION NOTICE

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

SOCIETY HILL

FUTURE LAND USE



LEGEND

- Single Family
- Multiple-Family Residential
- Community Office
- Office, Research, Development and Technology
- Regional Commercial
- Town Center Commercial
- Town Center Gateway
- Public Park
- Private Park
- Cemetery
- Subject Property
- City-Owned Property



City of Novi

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

Map Author: Lindsay Bell
Date: 6/12/24
Project: SOCIETY HILL
Version #: 1

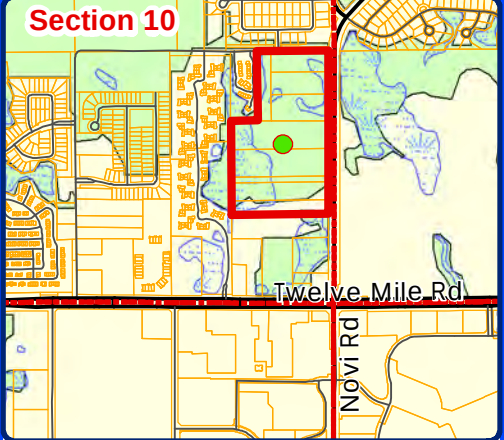


MAP INTERPRETATION NOTICE

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

Copyright nearmap 2015

SOCIETY HILL NATURAL FEATURES



LEGEND

- WETLANDS
- WOODLANDS
- Subject Property
- City-Owned Property



City of Novi

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

Map Author: Lindsay Bell
Date: 6/12/24
Project: SOCIETY HILL
Version #: 1



MAP INTERPRETATION NOTICE

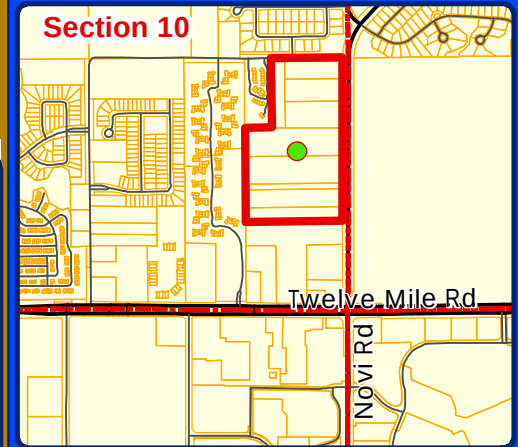
Map information depicted is not intended to replace or substitute for any official or primary source. This map was intended to meet National Map Accuracy Standards and use the most recent, accurate sources available to the people of the City of Novi. Boundary measurements and area calculations are approximate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

SOCIETY HILL

LIMITS OF DISTURBANCE - 1999 PLAN VS. 2024 PLAN



Section 10



LEGEND

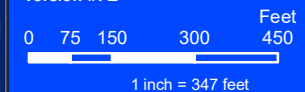
- Subject Property
- City-Owned Property
- APPROXIMATE LIMITS OF DISTURBANCE 1999 PLAN (19.4 ACRES)
- APPROXIMATE LIMITS OF DISTURBANCE 2024 PLAN (26.4 ACRES)



City of Novi

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

Map Author: Lindsay Bell
Date: 5/29/24
Project: SOCIETY HILL
Version #: 1



MAP INTERPRETATION NOTICE

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

PROPOSED SITE PLAN
(Selected sheets –
Full submittal is available at
Community Development Department Office)

West Side of Novi Rd. Between 12 Mile Rd. & 12-1/2 Mile Rd.

E&M Holdings, LLC
Attn: Jordan Sasson
32605 W. 12 Mile Rd., Ste. 290
Farmington Hills, MI 48334
P-248.640.8720

Krieger Klatt Architects Inc.
400 E. Lincoln Ave.
Royal Oak, MI 48067
P-248.414.9270
F-248.414.9275

Seiber Keast Lehner
39205 Country Club Dr., Suite C8
Farmington Hills, MI 48331
P-248.308.3331

MPFP, PLLC
120 Broadway Floor 20
New York, NY 10271
P-212.477.6366
F-212.346.0813

Allen Design
557 Carpenter
Northville, MI 48167
P-248.467.4668



Civil Sheet Index		
		11/22/2024 Pre-App Submittal Site Plan
Sheet No.	Title	
1	Cover Sheet	*
2	Overall Survey Plan	*
3	Existing Tree Plan	*
4	Existing Tree Plan	*
5	Overall Plan	*
6	Grading and Paving Plan	**
7	Grading and Paving Plan	**
8	Grading and Paving Plan	**
9	Off-Site Detention Plan	**
10	Utility Plan	**
11	Utility Plan	**
12	Stormwater Management Plan	**
13	Pre/Post Development Run-Off Plan	**
14	Open Space Plan	**
15	Wetland Plan	*
16	Truck Route Plan	*
17	Proposed Tax Lot Subdivision	*
ND	Notes and Details	*
1 of 2	Photometric Site Plan	*
2 of 2	Photometric Site Plan	*

Landscape Sheet Index		11-22-2023 Pre-App Submittal
Sheet No.	Title	
L-1	Landscape Plan	
L-01	Render Plan	
L-2	Landscape Plan	
L-02	Site Plan	
L-3	Detention Plan	
L-4	Greenbelt Plan	
L-5	Unit Typicals	
L-6	Unit Typicals	
L-7	Landscape Details	
L-8	Detention Woodland Plan	
L-9	Woodland Plan	
L-10	Tree List	
L-11	Tree List	
L-12	Tree List	

Architectural Sheet Index		11/22/2024 Pre-App Submittal
Sheet No	Title	
G.001	Cover Sheet	*
G.002	Renderings	*
G.003	Renderings	*
G.004	Renderings	*
G.005	Renderings	*
G.006	Renderings	*
G.007	Renderings	*
G.008	Rendered Site Plan	*
A.100	Building E - Lower Level Floor Plan	*
A.101	Building E - First Floor Plan	*
A.102	Building E - Second Floor Plan	*
A.103	Building E - Third Floor Plan	*
A.104	Building E - Fourth Floor Plan	*
A.105	Buildings A-D - Floor Plans	*

Architectural Sheet Index		
Sheet No	Title	
A.106	Buildings A-D - Floor Plan	
A.107	Buildings A-D - Floor Plan	*
A.108	Buildings A-D - Floor Plan	*
A.109	3-Story T.H. Floor Plans (7 Unit Mockup)	*
A.110	3-Story T.H. Floor Plans (7 Unit Mockup)	*
A.111	2-Story T.H. Floor Plans (6 Unit Mockup)	*
A.200	Building E - Exterior Elevations	*
A.201	Buildings A-D - Exterior Elevations	*
A.202	Buildings A-D - Exterior Elevations	*
A.203	3-Story T.H. - Exterior Elevations	*
A.204	3-Story T.H. - Exterior Elevations	*
A.205	2-Story T.H. - Exterior Elevations	*

Client:
E&M Holdings, LLC
32605 W. 12 Mile Rd., Ste. 290
Farmington Hills, MI 48334

Society Hill
Novi Rd.
Novi, MI 48337

[illegible]

Seal:



Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

North Arrow:

Cover Sheet

23-065

Scale:

G.001

SOCIETY HILL

**¼ SECTION 10, TOWN 1 NORTH, RANGE 8 EAST,
CITY OF NOVI, OAKLAND COUNTY, MICHIGAN**

LEGAL DESCRIPTION

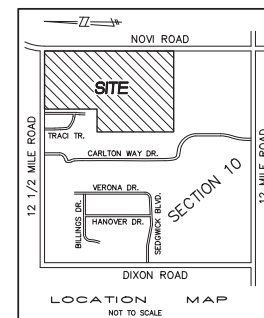
[illegible]

NOTES:

1. ALL WORK SHALL CONFORM TO THE CITY OF NOVI'S CURRENT STANDARDS AND SPECIFICATIONS.
2. THE CONTRACTOR MUST OBTAIN A PERMIT FROM THE CITY OF NOVI FOR ANY WORK WITHIN THE RIGHT-OF-WAY OF NOVI ROAD AND 12 1/2 MILE ROAD.
3. ALL PAVEMENT MARKINGS, TRAFFIC CONTROL SIGNS, AND PARKING SIGNS SHALL COMPLY WITH THE DESIGN AND PLACEMENT REQUIREMENTS OF THE 2011 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.

FIRE DEPARTMENT NOTES

1. All fire hydrants and water mains shall be installed and in service prior to above foundation building construction as each phase is built.
 2. All roads shall be paved and capable of supporting 35 tons prior to construction above foundation.
- Building addresses shall be posted facing the street during all phases of construction. Addresses shall be a minimum of three inches in height on a contrasting background.
4. Provide 4-6" diameter concrete filled steel posts 48" above finish grade at each hydrant as required.
 5. Fire lanes shall be posted with "Fire Lane - No Parking" signs in accordance with Ordinance #65.9.02.



INDEX

1. COVER SHEET
2. OVERALL SURVEY PLAN
3. EXISTING TREE PLAN
4. EXISTING TREE PLAN
5. OVERALL PLAN
6. GRADING AND PAVING PLAN
7. GRADING AND PAVING PLAN
8. GRADING AND PAVING PLAN
9. OFF-SITE DETENTION PLAN
10. UTILITY PLAN
11. UTILITY PLAN
12. STORM WATER MANAGEMENT PLAN
13. PRE/POST DEVELOPMENT RUN-OFF PLAN
14. OPEN SPACE PLAN
15. WETLAND PLAN
16. TRUCK ROUTE PLAN
17. PROPOSED TAX LOT SUBDIVISION
- ND. NOTES AND DETAILS

PREPARED FOR:
E & M HOLDINGS, LLC
32605 WEST TWELVE MILE ROAD,
SUITE 290
FARMINGTON HILLS, MI 48334
CONTACT: MR. JORDAN SASSON
PHONE: 248.640.8720



ARCHITECTURAL DESIGN PREPARED BY:
KREIGER KLATT ARCHITECTS

1412 E. 11 MILE ROAD
ROYAL OAK, MI 48067
PHONE: 248.414.9270

LANDSCAPE PLANS PREPARED BY:
MPFP PLLC

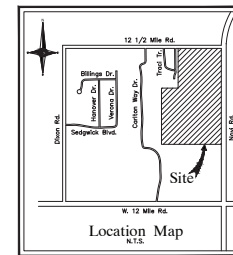
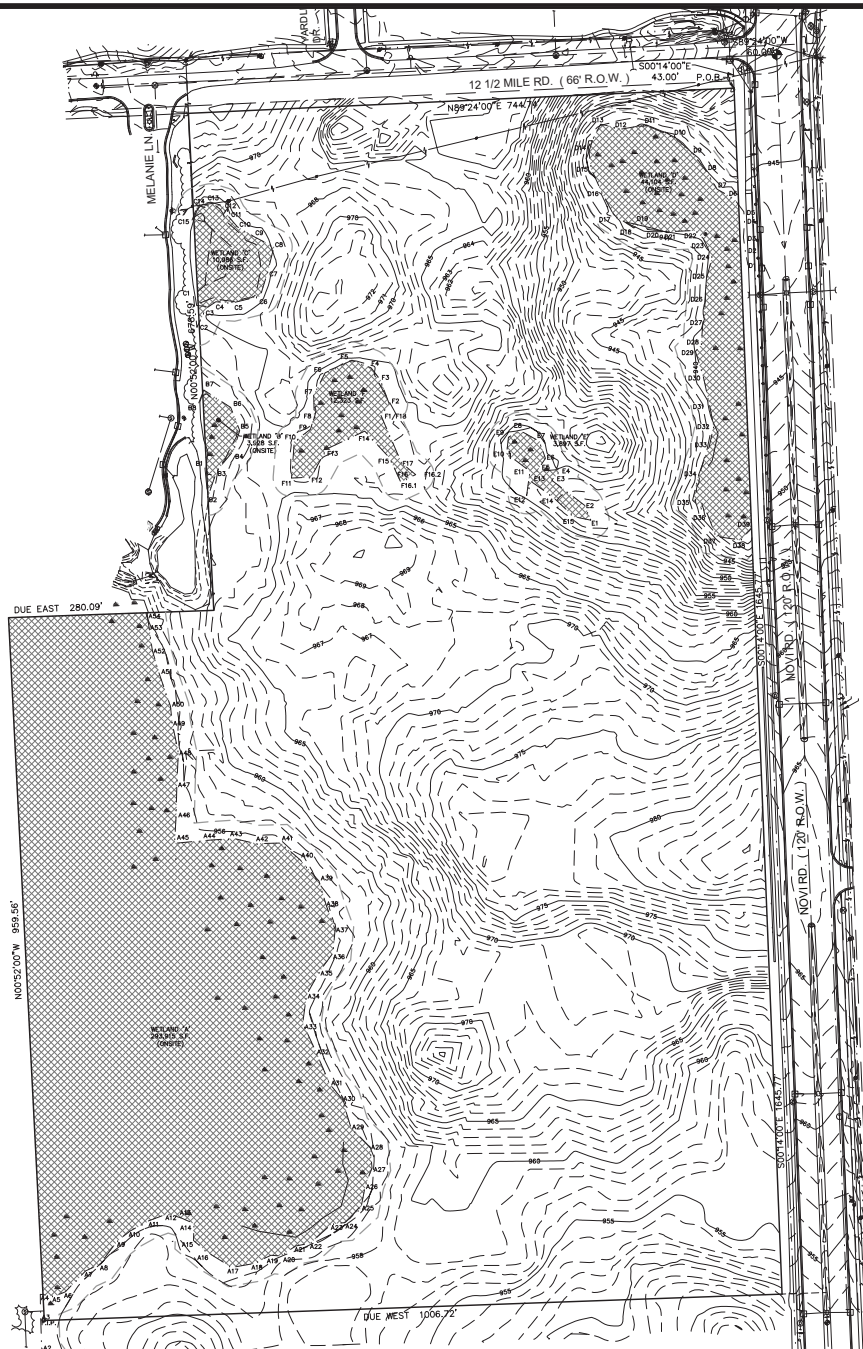
120 BROADWAY, FLOOR 20
NEW YORK, NY 10271
PHONE 212.477.6366

PROPERTY BOUNDARY & TOPO INFORMATION
NOWAK & FRAUS ENGINEERS

46777 WOODWARD AVE.
PONTIAC, MICHIGAN 48342
PHONE: 248.332.8257

R E V I S I O N S			ENGINEER'S SEAL
NO.	REVISION	DATE	
1.	PRE-APP SUBMITTAL	11-22-23	
2.	PRELIMINARY SITE PLAN SUBMITTAL	03-20-24	
DATE: 11-3-2023 DESIGNED BY: A.A.			JOB NUMBER: SS-897 SCALE: AS SHOWN DRAWN BY: A.A.





LEGAL DESCRIPTION
PART OF THE SE 1/4 OF SECTION 10, T4N, R8E, CITY OF NOVA, OAKLAND COUNTY, MICHIGAN, BEING MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE E 1/4 CORNER SAID SECTION 10, THENCE ALONG THE EAST-WEST 1/4 LINE OF SAID SECTION 10, S. BY 24 00' W., 60.00 FEET; THENCE S. 02°14' 00' E., 43.00 FEET TO THE POINT OF BEGINNING; THENCE ALONG THE WEST RIGHT-OF-WAY LINE OF NOW ROAD (120.00 FEET WIDE, S. 02°14' 00' E., 140.77 FEET; THENCE DUE WEST 1008.72 FEET THENCE N. 20° 52' 00' W., 89.56 FEET; THENCE DUE EAST 280.09 FEET; THENCE W. 02° 52' 00' W., 87.89 FEET; THENCE ALONG THE SOUTH RIGHT-OF-WAY LINE OF 12 1/2 MILE ROAD (PROPOSED 66.00 FEET WIDE, S. BY 24 00' W., 141.74 FEET TO THE POINT OF BEGINNING. (AREA OF 33.89 ACRES, SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD).

FLOOD HAZARD NOTE
THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY IS NOT ZONED AS OF THE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 38125C0005P AND 38125C0005P EACH BEARING AN EFFECTIVE DATE OF 08-29-2006.

MISS DIG / UTILITY DISCLAIMER NOTE
A MISS DIG TICKET NUMBER 202301901460, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY, DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND UTILITY OWNERS TO PROVIDE THEIR RECORDS. THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON FEBRUARY 9, 2023. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS DEPICTED BY THE UTILITY COMPANY RECORDS FURNISHED PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE UTILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF ALL UTILITIES LOCATED. THE COMPLETENESS AND EXACTNESS OF ALL UTILITIES LOCATED, THE COMPLETENESS AND EXACTNESS OF ALL UTILITIES LOCATED, THE COMPLETENESS AND EXACTNESS OF ALL UTILITIES LOCATED.

DTE DISCLAIMER NOTE
PLEASE NOTE THAT DTE HAS NEW REGULATIONS THAT MAY IMPACT DEVELOPMENT OUTSIDE THEIR EASEMENT OR THE PUBLIC RIGHT OF WAY. CLIENT SHALL CONTACT DTE TO DETERMINE THE NEW STRUCTURES AND POWER LINE REQUIREMENTS AS THEY MAY APPLY TO ANY FUTURE BUILDING OR RENOVATION OF A STRUCTURE. DTE ENERGY CAN BE CONTACTED AT 800-477-4747.

TOPOGRAPHIC SURVEY NOTES
ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.
UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS OR EXACTNESS OF LOCATION.
THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND	
MANHOLE(MH)	EXISTING SANITARY SEWER
HYDRAULIC (HYD)	EXISTING SAN. CLEAN OUT
MANHOLE(MH) CATCH BASIN(CB)	EXISTING WATER MAIN
CH	EXISTING STORM SEWER
CH	EX. MEDICINE CATCH BASIN
UTILITY POLE GUY POLE	EX. UNDERGROUND (UG) CABLE
UP	OVERHEAD (OH) LINES
☆	LIGHT POLE
☆	SIGN
☆	EXISTING GAS MAIN
ASPH.	ASPHALT
CONC.	CONCRETE
FD. / FND.	FOUND
RET. WALL	RETAINING WALL
R.O.W.	RIGHT-OF-WAY
SPK	SET P.R. NAIL
(TYP)	TYPICAL
(R)	RECORD
(M)	MEASURED
C/L	CENTERLINE
P/L	PROPERTY LINE
GM	GAS METER
EM	ELECTRIC METER
L/S	LANDSCAPE
DS	DOWNSPOUT
GP	GUARD POST
MB	MAIL BOX

NF ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS
NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NOWAKFRAUS.COM



PROJECT
Society Hill
Novi, MI

CLIENT
E & M Holdings, LLC
600 Madison Avenue
New York, NY 10022
Contact:
Mr. Jordan Sasson
Ph: 248-640-8720

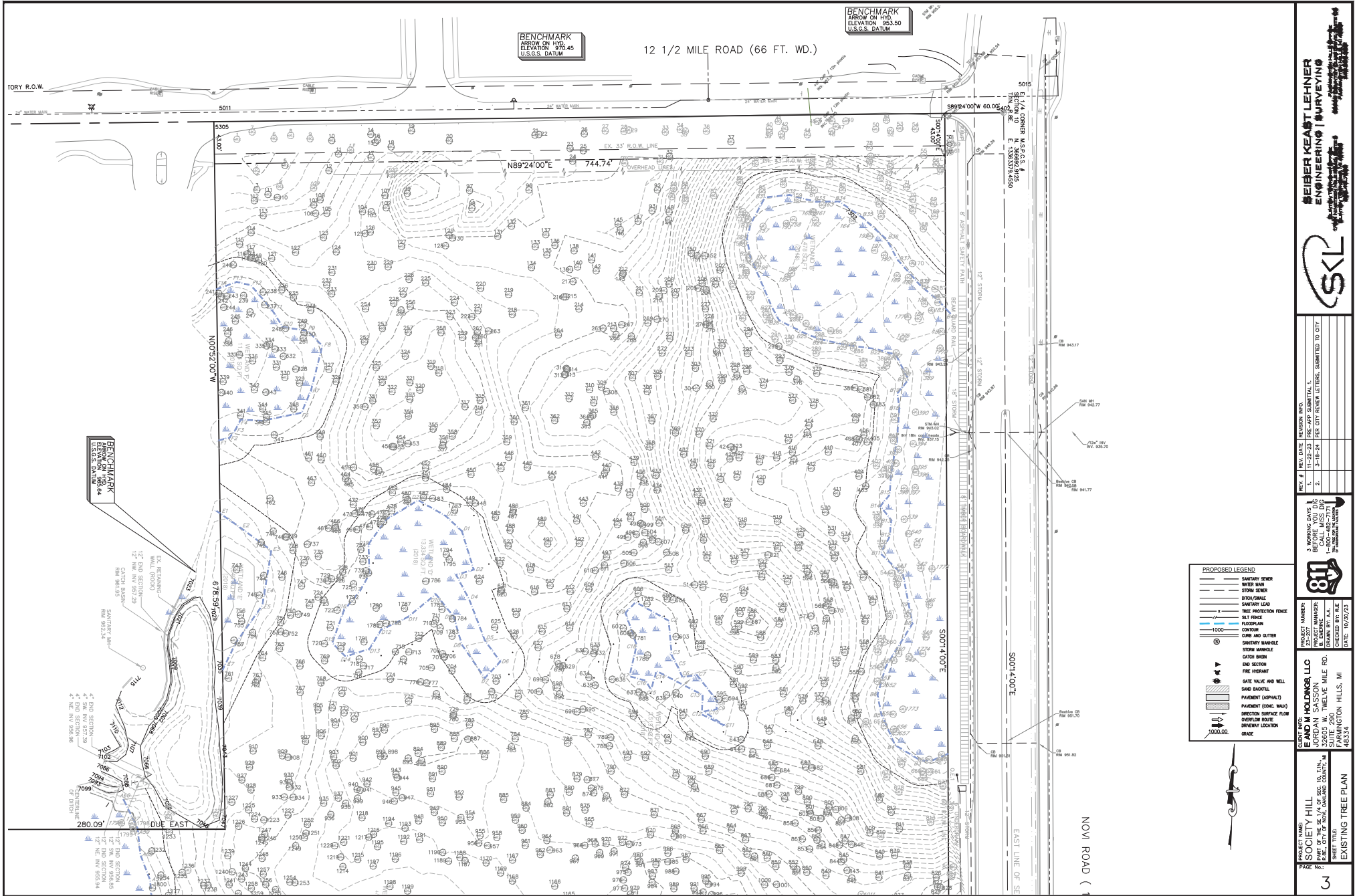
PROJECT LOCATION
Part of the SE 1/4
of Section 10,
T. 1 North, R. 8 East,
City of Novi,
Oakland County, MI

SHEET
Overall Survey Plan



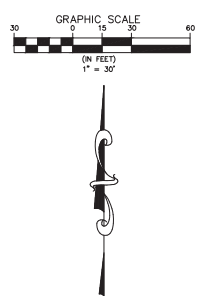
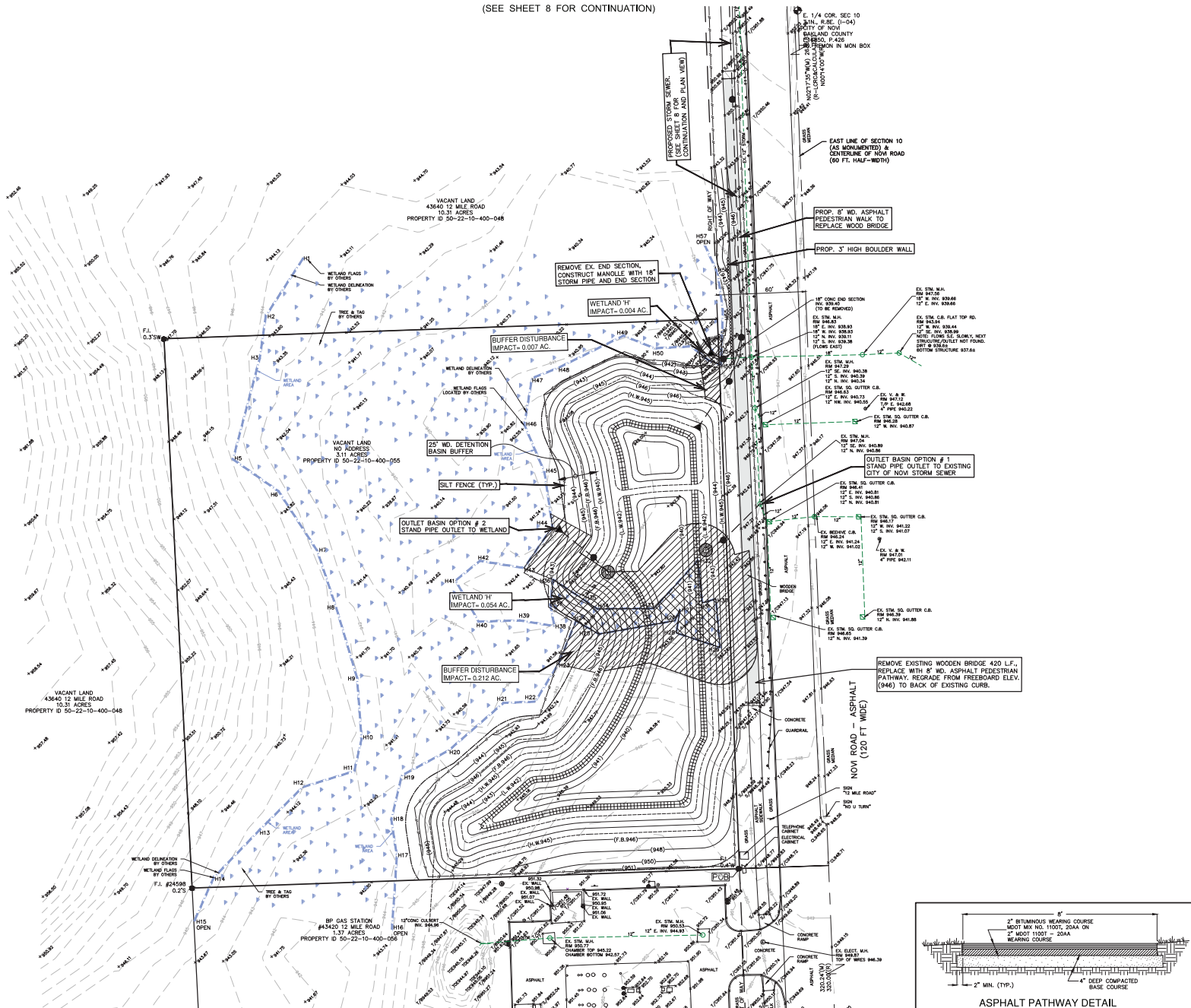
DATE	ISSUED/REVISED
08-25-23 PRE-ART SUBMITTAL	

DRAWN BY:
M. Carraghi
DESIGNED BY:
B. Brickel
APPROVED BY:
K. Navaroli
DATE:
May 9, 2023
SCALE: 1" = 80'
NFE JOB NO. 7946-02
SHEET NO. 2





(SEE SHEET 8 FOR CONTINUATION)



SEIBER KEAST LEHNER ENGINEERING | SURVEYING

SKL

3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
24 HOURS A DAY
24 HOURS A DAY

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32805 W. TOWNSHIP RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PROJECT NAME:
SOCIETY HILL
PART OF THE SE 1/4 OF SECTION 10,
T1N, R1E, CITY OF NOV, OAKLAND COUNTY, MI

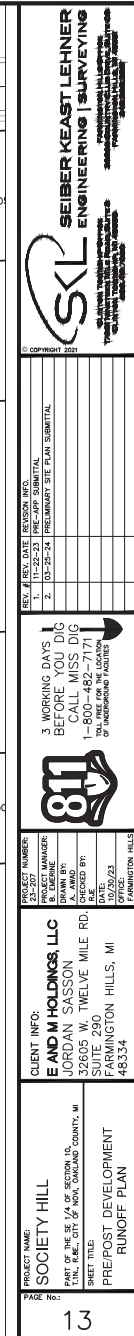
SHEET TITLE:
OFF-SITE DETENTION PLAN

DATE:
02-22-24

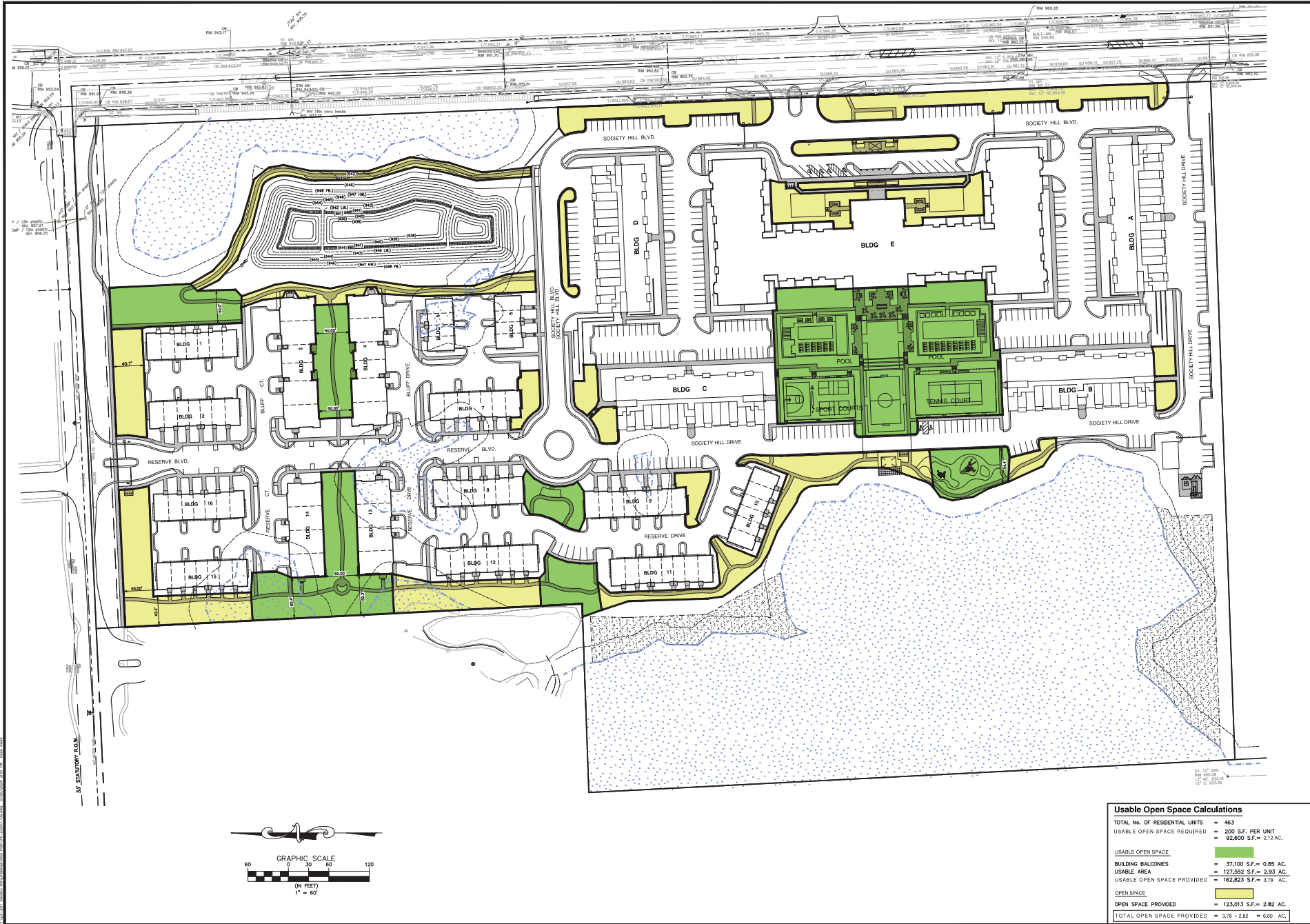
REVISIONS:

REV.	DATE	REVISION	BY	CHKD.
1	02-22-24	PRELIMINARY SITE PLAN SUBMITTAL		
2				

NOTES:
ALL EXISTING UTILITIES HAVE BEEN FIELD LOCATED WHERE VISIBLE. UNDERGROUND LOCATIONS HAVE BEEN TAKEN FROM RECORD DOCUMENTS AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, EXACTNESS OR CORRECTNESS OF LOCATIONS. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES AND RELOCATE AS NECESSARY TO AVOID CONFLICTS WITH NEW CONSTRUCTION.
STATE LAW ACT 53, THREE (3) DAYS BEFORE YOU DIG DIAL TOLL FREE MISS DIG 1-800-482-7171.

[illegible]

RUNOFF CALCULATION SUMMARY		
TO WETLAND "B"	Pre-Construction Max Runoff Rate =	18.1 cfs (100 Yr Storm)
	Post-Construction Max Runoff Rate =	2.25 cfs (0.15 cfs/Ac)
TO OFFSITE	Pre-Construction Max Runoff Rate =	8.1 cfs (100 Yr Storm)
	Post-Construction Max Runoff Rate =	1.19 cfs (0.15 cfs/Ac)



SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

3100 W. 12TH AVE., SUITE 200
ANN ARBOR, MI 48106-1500
TEL: 734.769.1234
WWW.SKL-ENGINEERING.COM

© COPYRIGHT 2021

PROJECT NAME:
SOCIETY HILL

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32805 W. TWELVE MILE RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PROJECT NUMBER:
2021-001

PROJECT MANAGER:
JORDAN SASSON

DRAWN BY:
A. AND

CHECKED BY:
J.E.

DATE:
10/25/23

OFFICE:
FARMINGTON HILLS

REV. # **DATE** **REVISION** **DESCRIPTION**

REV. #	DATE	REVISION	DESCRIPTION
1	02-22-24	PRELIMINARY SITE PLAN SUBMITTAL	

3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
OR MISS DIG
24 HOURS BEFORE YOU DIG

PROJECT NAME:
SOCIETY HILL

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32805 W. TWELVE MILE RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PROJECT NUMBER:
2021-001

PROJECT MANAGER:
JORDAN SASSON

DRAWN BY:
A. AND

CHECKED BY:
J.E.

DATE:
10/25/23

OFFICE:
FARMINGTON HILLS

REV. # **DATE** **REVISION** **DESCRIPTION**

REV. #	DATE	REVISION	DESCRIPTION
1	02-22-24	PRELIMINARY SITE PLAN SUBMITTAL	

3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
OR MISS DIG
24 HOURS BEFORE YOU DIG

PROJECT NAME:
SOCIETY HILL

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32805 W. TWELVE MILE RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PROJECT NUMBER:
2021-001

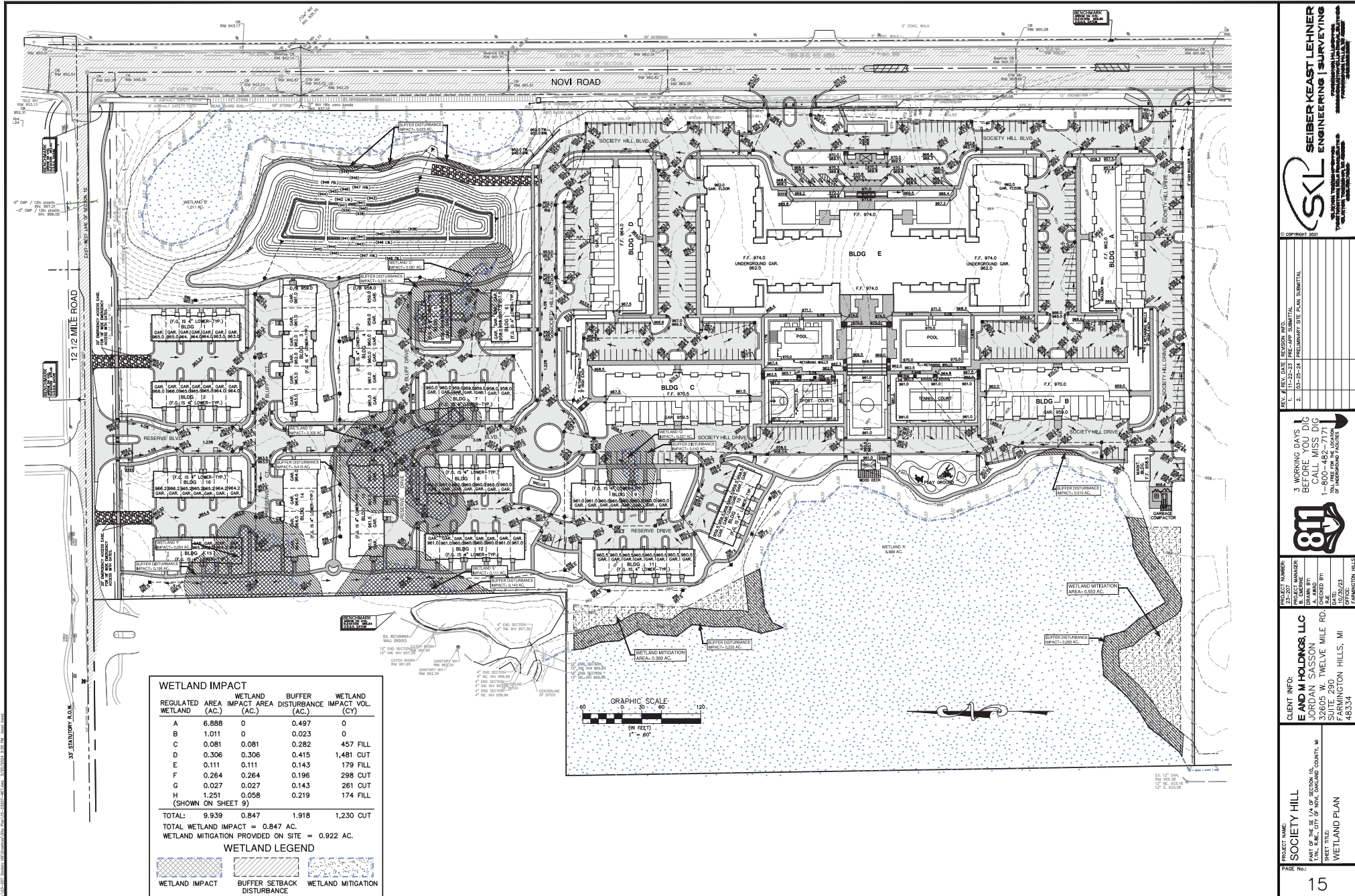
PROJECT MANAGER:
JORDAN SASSON

DRAWN BY:
A. AND

CHECKED BY:
J.E.

DATE:
10/25/23

OFFICE:
FARMINGTON HILLS



SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

SKL

© COPYRIGHT 2022

REV. #

DATE

REASON

DESCRIPTION

1

02-22-24

PRELIMINARY SITE PLAN SUBMITTAL

2

02-22-24

PRELIMINARY SITE PLAN SUBMITTAL

3 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
OR MISS DIG
OF MICHIGAN

811

CLIENT INFO:

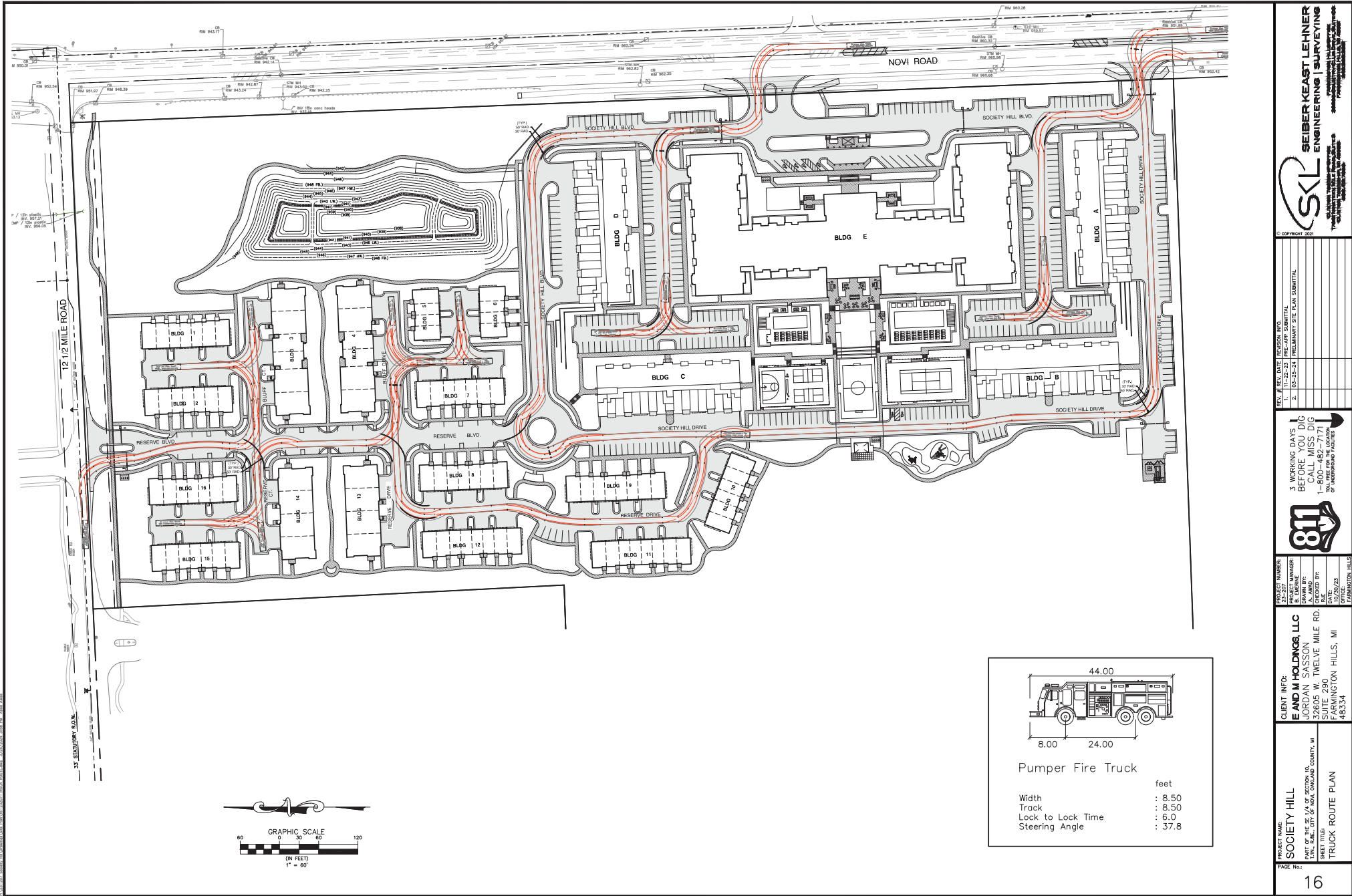
E AND M HOLDINGS, LLC
JORDAN SASSON
3330 WELLSVILLE RD.
SUITE 200
FARMINGTON HILLS, MI
48334

PROJECT NAME:

SOCIETY HILL

PAGE NO.:

15





SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

© COPYRIGHT 2021

REV.	DATE	REVISION	DESCRIPTION
1	02-25-21	PRELIMINARY SITE PLAN SUBMITTAL	
2	02-25-21	PRELIMINARY SITE PLAN SUBMITTAL	



3 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
OR
MISS DIG.MI

CLIENT INFO:

E AND M HOLDINGS LLC
JORDAN SASSON
12805 W. TWELVE MILE RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PROJECT NAME:

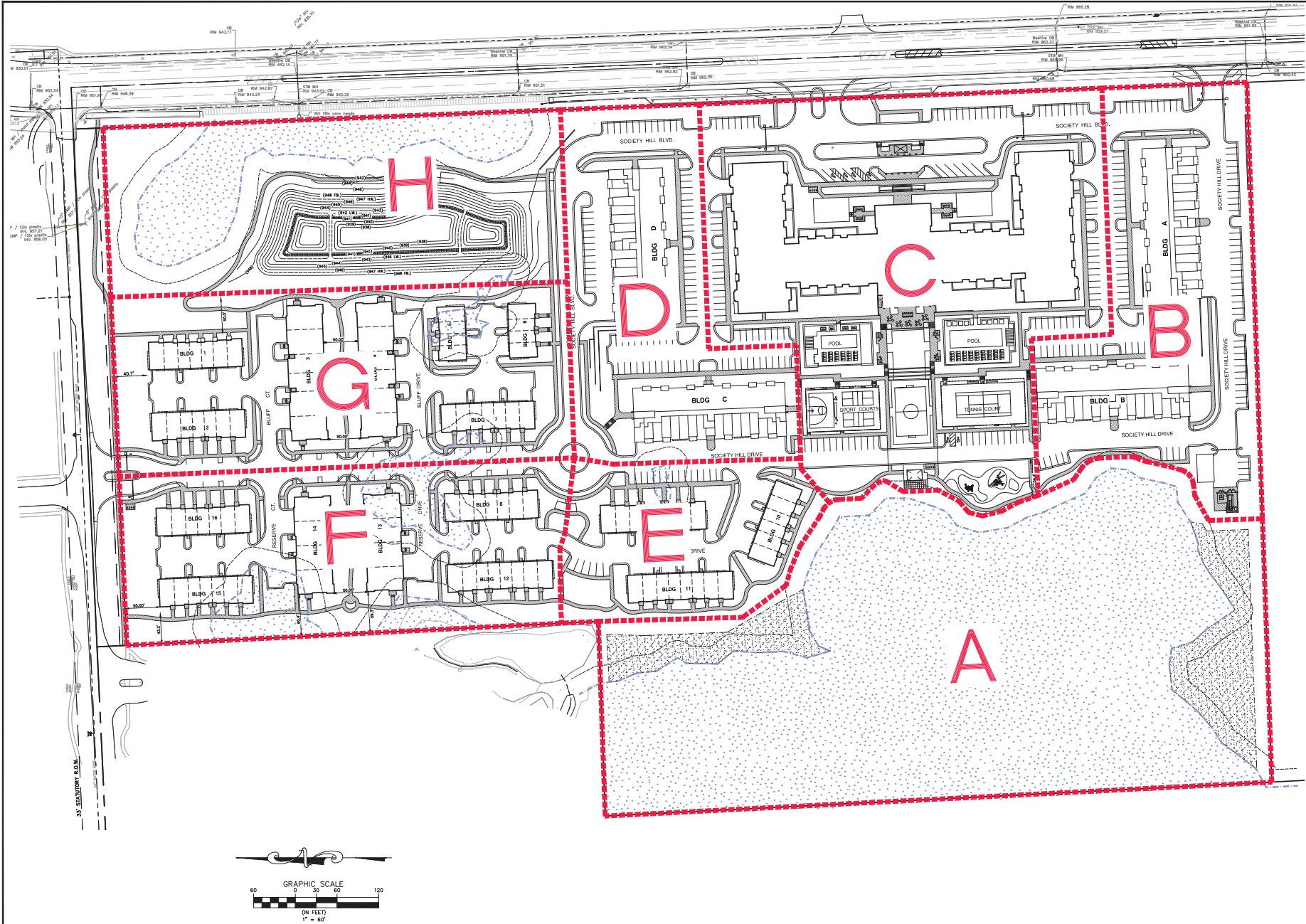
SOCIETY HILL
PART OF THE SE 1/4 OF SECTION 10,
T1N, 28R, CITY OF NOVI, OAKLAND COUNTY, MI

SHEET TITLE:

TRUCK ROUTE PLAN

PAGE NO.:

16



SEIBER KEAST LEHNER
ENGINEERING SURVEYING
CONSULTANTS

PROJECT NAME:
SOCIETY HILL
PART OF THE SE 1/4 OF SECTION 10,
T.1N., R.1E., CITY OF BOCA GRACIA COUNTY, MI

SHEET TITLE:
**PROPOSED TAX LOT
SUBDIVISION**

PROJECT NUMBER:
22-207

DRAWN BY:
JORDAN SASSON

CHECKED BY:
J.S.

DATE:
10/25/23

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32805 W. TWELVE MILE RD
SUITE 290
FARMINGTON HILLS, MI
48334

DATE: 1. 10/25/23 2. 11-25-23 PER CITY REVIEW LETTERS, SUBMITTED TO CITY

3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-487-4373
TO MARK THE LOCATION
OF UNDERGROUND FACILITIES

811

PAGE NO.: 17

Client:
E&M Holdings, LLC
32605 W. 12 Mile Rd., Ste. 290
Farmington Hills, MI 48334

Project:
Society Hill
Novi Rd.
Novi, MI 48377

ARCHITECT:
KK ARCHITECT
2120 E. 11 MILE RD. | ROYAL OAK, MI 48067
P: 248.414.9270
www.kkarchitect.com

LANDSCAPE ARCHITECT:
MPFP PLLC
Landscape Architecture + Urban Design
120 Broadway Floor 20
New York, NY 10271

[illegible]

Seal: _____

Note:

Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

North Arrow:



Sheet Title:

RENDER PLAN

Project Number:
23-065

Scale: _____
As indicated

Sheet Number: _____

L.01



Site Plan

1" = 60'-0"

- LEGEND :**
- | | | | |
|---|----------------------------|---|------------------------------|
|  | PROPERTY LINE |  | PLANTING |
|  | KET-LAND 25' FT OFFSET |  | LAWN |
|  | WATER LIMIT |  | SHADE TREE |
|  | EXISTING FOREST |  | MEDIUM SIZE / FLOWERING TREE |
|  | CONCRETE |  | TALL EVERGREEN |
|  | ASPHALT |  | NARROW FASTIGIATED EVERGREEN |
|  | SPECIAL PAVEMENT | | |
|  | 2' HT RETAINING WALL | | |
|  | SAFETY SURFACE | | |
|  | HARD COURT SPORT SURFACE | | |
|  | STRUCTURE TRELLIS / GAZEBO | | |
|  | WOOD DECK / PATH | | |
- LIGHT POLE
• SPORT FIELD LIGHT POLE
• PEDESTRIAN BOLLARD
• WALL SCIENCE
• TREE UPLIGHT

E&M Holdings, LLC
32605 W. 12 Mile Rd., Ste. 290
Farmington Hills, MI 48334

Society Hill
Novi Rd.
Novi, MI 48377

KK ARCHITECT
2120 E. 11th Ave. | Royal Oak, MI 48067
P: 248.414.9270
www.kkjegeriddatt.com

MPFP PLLC
Landscape Architecture + Urban Design
120 Broadway Floor 20
New York, NY 10271

[illegible]

Seal: _____

Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

North Arrow:

Sheet Title:

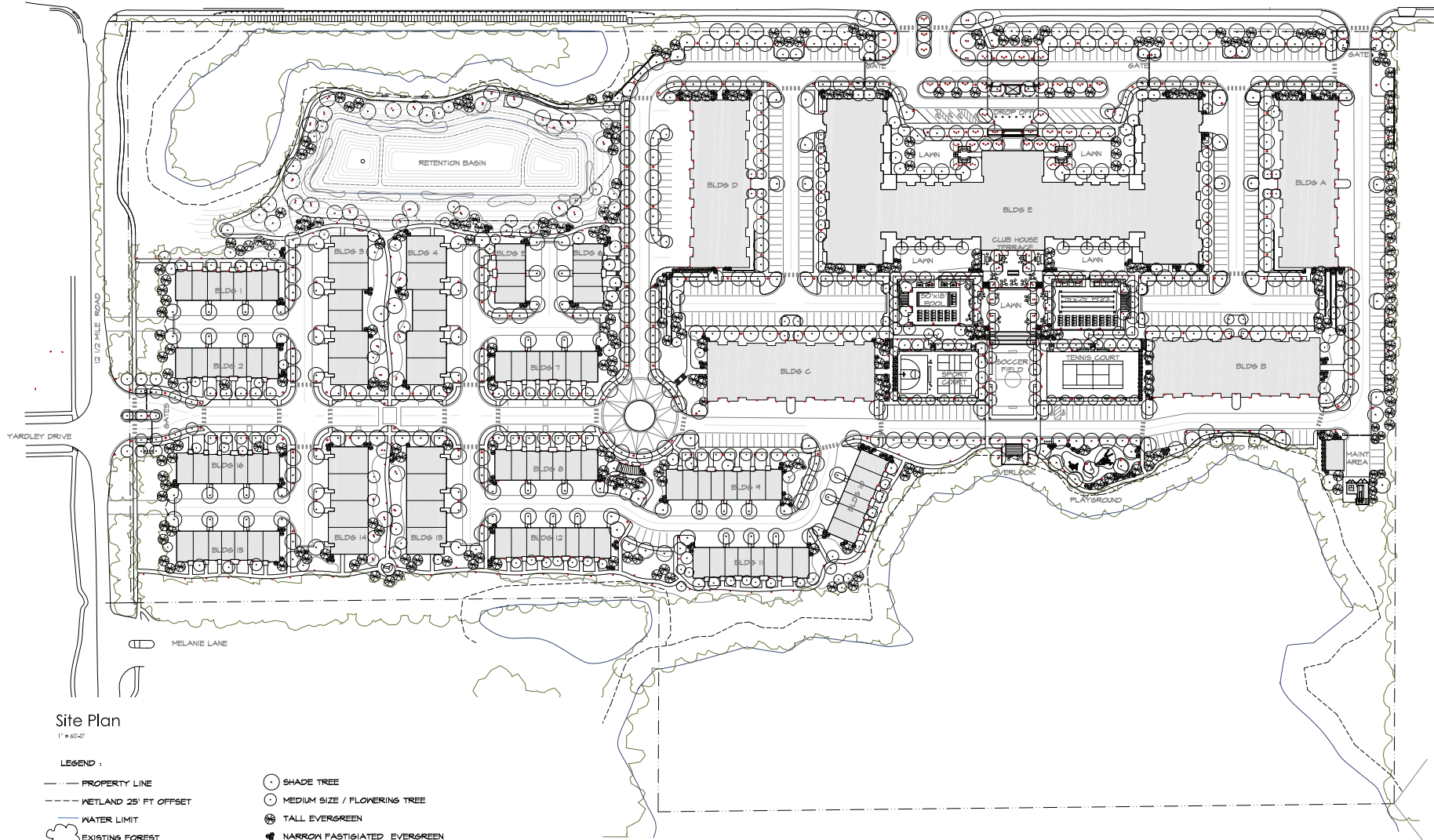
SITE PLAN

23-065

As indicated

Sheet Number: _____

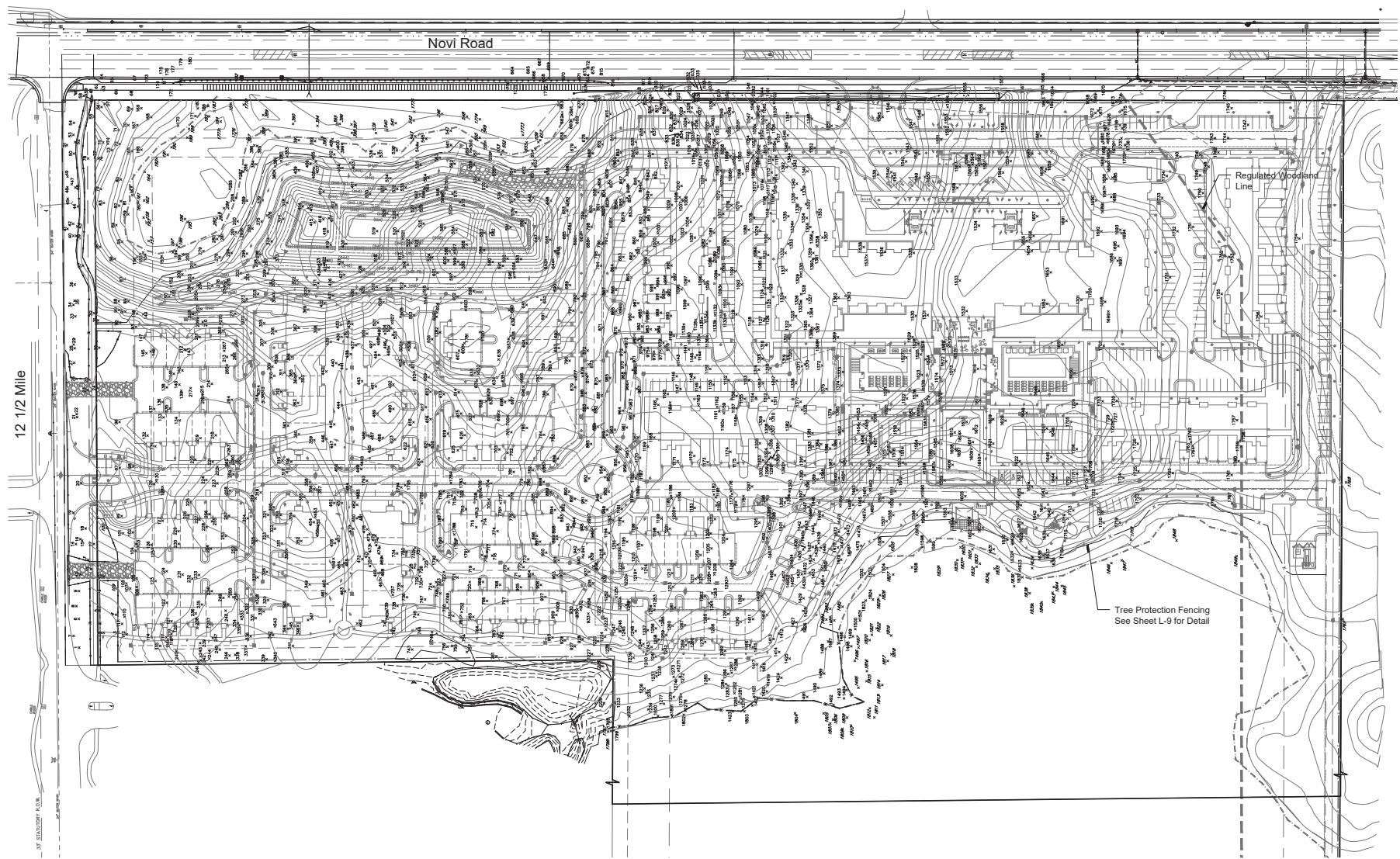
L.02


$$1^{\circ} = 60' - 0''$$

LEGEND :

- Legend:

 - PROPERTY LINE
 - - - - - KETLAND 25' FT OFFSET
 - WATER LIMIT
 - ☁ EXISTING FOREST
 - 2' HT RETAINING WALL
 - ☉ SHADE TREE
 - ☉ MEDIUM SIZE / FLOWERING TREE
 - ☉ TALL EVERGREEN
 - ☉ NARROW FASTIGIATED EVERGREEN
 - ☉ PLANTING
 - ☉ 14'-16" HT LIGHT POLE
 - ☉ 25' HT SPORT FIELD LIGHT POLE
 - ☉ PEDESTRIAN BOLLARD
 - ☉ WALL SCOUNCE
 - ☉ TREE UPLIGHT
 - ☉ STRUCTURE TRELLIS / GAZEBO
 - ☉ MOVEABLE FURNITURE



Seal:



Title:
Woodland Plan

Project:
**Society Hill
Novi, Michigan**

Prepared for:
E and M Holdings
600 Madison Avenue
New York, New York 10022
248.640.8720

Revision: Issued:
Preliminary Site Plan March 25, 2024

Job Number:
23-077

Drawn By: Checked By:
jca jca



Sheet No.

L-9



Society Hill
Novi Rd.
Novi, MI 48337

[illegible]

Do not scale drawings. Use calculated dimensions only. Verify existing conditions in field.

North Arrow:

Building E - Exterior Elevations

23-065

As indicated

A.200



MATERIAL CALCULATIONS					
	FRONT	LEFT	RIGHT	REAR	MAX % ALLOWED
BRICK	36% (6,266 SF)	49% (4,157 SF)	48% (4,152 SF)	33% (5,508 SF)	100% (MIN. 30%)
FIBER CEMENT SIDING	35% (5,976 SF)	30% (2,585 SF)	30% (2,595 SF)	40% (6,664 SF)	0%
STANDING SEAM METAL	17% (2,991 SF)	21% (1,808 SF)	22% (1,817 SF)	16% (2,767 SF)	25%
LIMESTONE	12% (2,052 SF)	0% (0 SF)	0% (0 SF)	11% (1,865 SF)	50%

[illegible]

North Arrow:

Exterior Elevations

23-065

As indicated

Sheet Number: _____

A.201



MATERIAL CALCULATIONS					
	FRONT	LEFT	RIGHT	REAR	MAX % ALLOWED
BRICK	39% (2,723 SF)	59% (1,703 SF)	59% (1,703 SF)	42% (3,644 SF)	100 % (MIN. 30%)
FIBER CEMENT SIDING	34% (2,385 SF)	19% (552 SF)	19% (552 SF)	41% (3,493 SF)	0%
STANDING SEAM METAL	27% (1,963 SF)	22% (655 SF)	22% (655 SF)	17% (1,452 SF)	25%



PRELIMINARY NOT FOR CONSTRUCTION

Society Hill
Novi Rd.
Novi, MI 48377

[illegible]

Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

Buildings A-D - Exterior Elevations

Scale:
As indicated

A.202



MATERIAL CALCULATIONS					
	FRONT	LEFT	RIGHT	REAR	MAX % ALLOWED
BRICK	39% (2,723 SF)	59% (1,703 SF)	59% (1,703 SF)	42% (3,646 SF)	100 % (MIN. 30%)
FIBER CEMENT SIDING	34% (2,385 SF)	19% (552 SF)	19% (552 SF)	41% (3,493 SF)	0%
STANDING SEAM METAL	27% (1,963 SF)	22% (655 SF)	22% (655 SF)	17% (1,452 SF)	25%



Society Hill
Novi Rd.
Novi, MI 48377

[illegible]

Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

3-Story T.H. - Exterior Elevations

A.203



B Side Elevation (Left)
A.109 3/16" = 1'-0"

PRELIMINARY NOT FOR CONSTRUCTION

[illegible]

Sheet Title:
3-Story T.H. -
Exterior Elevation

23-065

As indicated

A.204



D Side Elevation (Right)

PRELIMINARY NOT FOR CONSTRUCTION

	FRONT	LEFT	RIGHT	REAR	MAX % ALLOWED
BRICK	32% (1,272 SF)	61% (643 SF)	61% (643 SF)	50% (1,981 SF)	100 % (MIN. 30%)
FIBER CEMENT SIDING	12% (479 SF)	17% (182 SF)	17% (479 SF)	13% (504SF)	50%
STANDING SEAM METAL	24% (911 SF)	0% (0 SF)	0% (0 SF)	3% (134 SF)	25%
ASPHALT SHINGLES	32% (1,207 SF)	22% (228 SF)	22% (228 SF)	34% (1,379 SF)	50%

Client:
E&M Holdings, LLC
32605 W. 12 Mile Rd., Ste. 290
Farmington Hills, MI 48334

Society Hill
Novi Rd.
Novi, MI 48377

[illegible]

Do not scale drawings. Use
calculated dimensions only.
Verify existing conditions in
field.

Sheet Title:
2-Story T.H. -
Exterior Elevations

As indicated

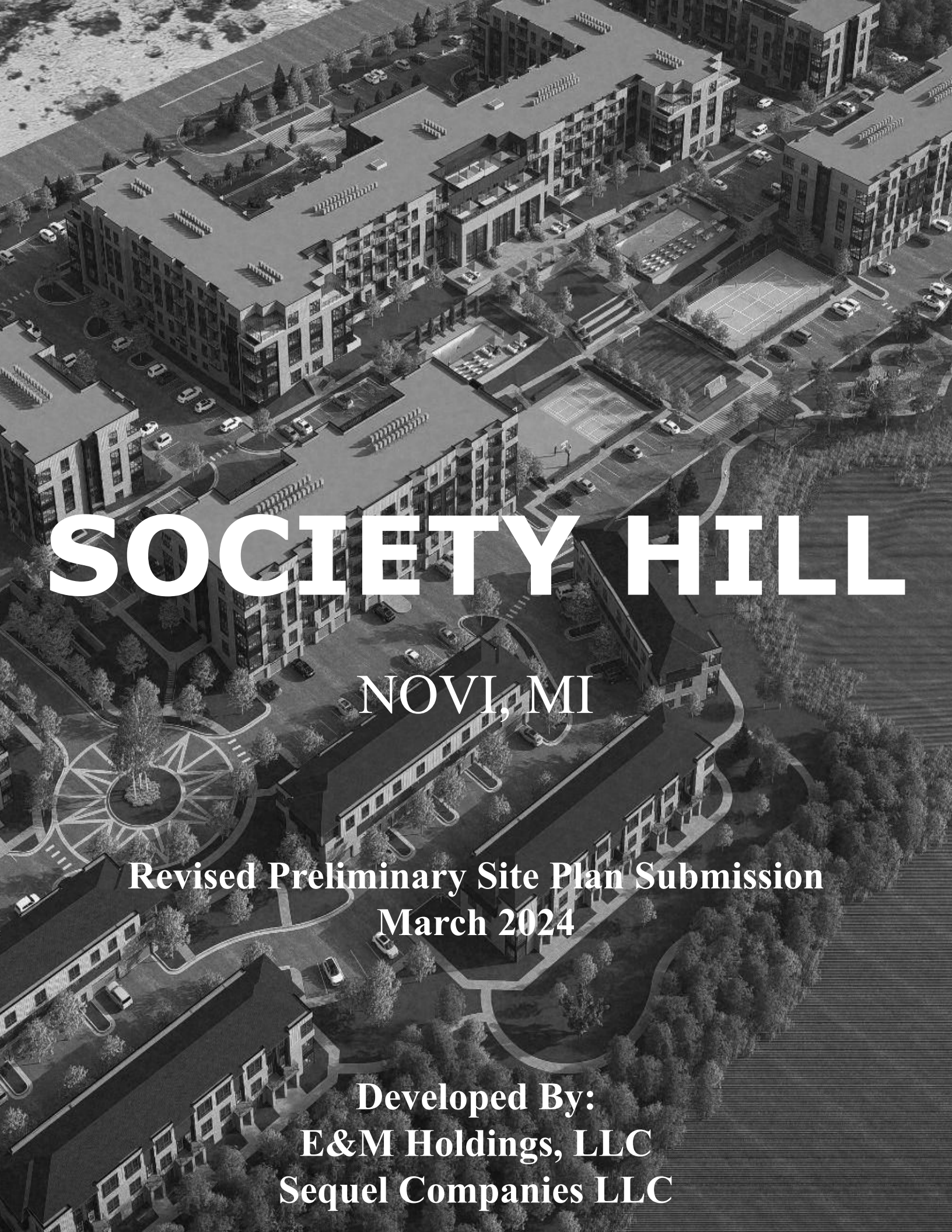
Sheet Number:

A.205



PRELIMINARY NOT FOR CONSTRUCTION

APPLICANT NARRATIVE



SOCIETY HILL

NOVI, MI

**Revised Preliminary Site Plan Submission
March 2024**

**Developed By:
E&M Holdings, LLC
Sequel Companies LLC**

SEQUEL

March 25, 2024

City of Novi - Planning Division
45175 Ten Mile Road
Novi, MI 48375
Victor Cardenas, City Manager
Barbara McBeth, City Planner

RE: Society Hill - Revision to 1999 Final Site Plan

Dear Mr. Cardenas & Ms. McBeth,

On behalf of E&M Holdings, LLC (the “Property Owner”), I am thrilled for the opportunity to share an exciting new vision for the property consisting of approximately 34 acres and located on the west side of Novi Road, south of 12 ½ Mile Road (commonly referred to herein as “Society Hill”). The current final site plan for Society Hill (the “1999 Final Site Plan”), which remains in effect as described below, was originally approved by the City in 1999 and reaffirmed in a Consent Judgment (the “Consent Judgment”) entered in 2001. At the time of original approval of the 1999 Final Site Plan, Society Hill was a state-of-the-art multi-family project, with significant amenities, designed to appeal to housing needs and tastes of the times. While the 1999 Final Site Plan would still result in a desirable residential project, the Property Owner, after over a year of planning and design work, is proposing to amend the Consent Judgment and the 1999 Final Site Plan approved therein in order to create an innovative and contemporary residential development consistent with the current state of master-planning and development objectives of the City and catering to the needs and desires of new generations of current and future residents.

The revised plan (the “Revised Preliminary Site Plan”) reflects two fundamental concepts - (1) providing mixed-use, multi-generational housing options in one comprehensive development, and (2) providing an entire range of modern recreational and healthy living amenities. While the 1999 Final Site Plan raised the bar for multi-family residential living over 25 years ago, the Revised Preliminary Site Plan was designed to raise the bar for residential living in Novi for 2024 and beyond.

This visionary project aligns seamlessly with the goals outlined in the 2022 draft update to the City's Master Plan, emphasizing optimal use of properties to maintain Novi's status as a top destination community, most notably at the critically important commercial intersection of 12 Mile & Novi Road. Society Hill will inspire others to find new ways to creatively compete and participate in the City. The influx of new residents into Society Hill will act as catalysts for economic advancement by supporting local businesses and contributing to the vibrancy of the entire community. The collateral economic development impact of Society Hill will be similar to that of our trailblazing project - River Oaks West - in the early 90's, when many developers flocked to Novi after that project delivered with great success.

For Society Hill, the process of review and approval is unique because it is governed by the Consent Judgment. The decision to amend the Consent Judgment in the manner proposed by Property Owner must be approved by City Council. Over a year ago, the City staff presented City Council with concept plans for the revised Society Hill development for informal review and for direction as to Council's

interest in pursuing such a change. It was reported back to the Property Owner that City Council was supportive of moving forward with more comprehensive planning and review of the changes. While City Council has the authority to unilaterally review and decide amendments to consent judgments, the City directed that Property Owner proceed with full administrative review by City Staff before City Council consideration and action on the request to amend the Consent Judgment. After more than a year of meticulous planning, our team is pleased to submit our Revised Preliminary Site Plan for Society Hill in accordance with the terms of the Consent Judgment. If approved by City Council, the Revised Preliminary Site Plan will amend the 1999 Final Site Plan, which was originally approved pursuant to the PD-1 guidelines and remains in effect today under the terms of the Consent Judgment.

1999 Final Site Plan

Dating back to as early as 1984, the parcels of land that make up Society Hill were acquired by the Property Owner through a series of transactions. In 1996, the Property Owner rezoned the Property to its current land use designation (RM-1, PD-1). In October 1999, the Property Owner received final site plan approval based on PD-1 guidelines.

The 1999 Final Site Plan contemplates a multi-family development made up of 312 units across 23 buildings. The units heavily favor oversized two, three and four bedrooms across “townhouse” and “flat” unit typologies with an average square footage of 1,758 SF. In addition, the 1999 Final Site Plan includes a gated entry, detached clubhouse with indoor amenities, swimming pool and tennis courts.

Image 1 - 1999 Final Site Plan

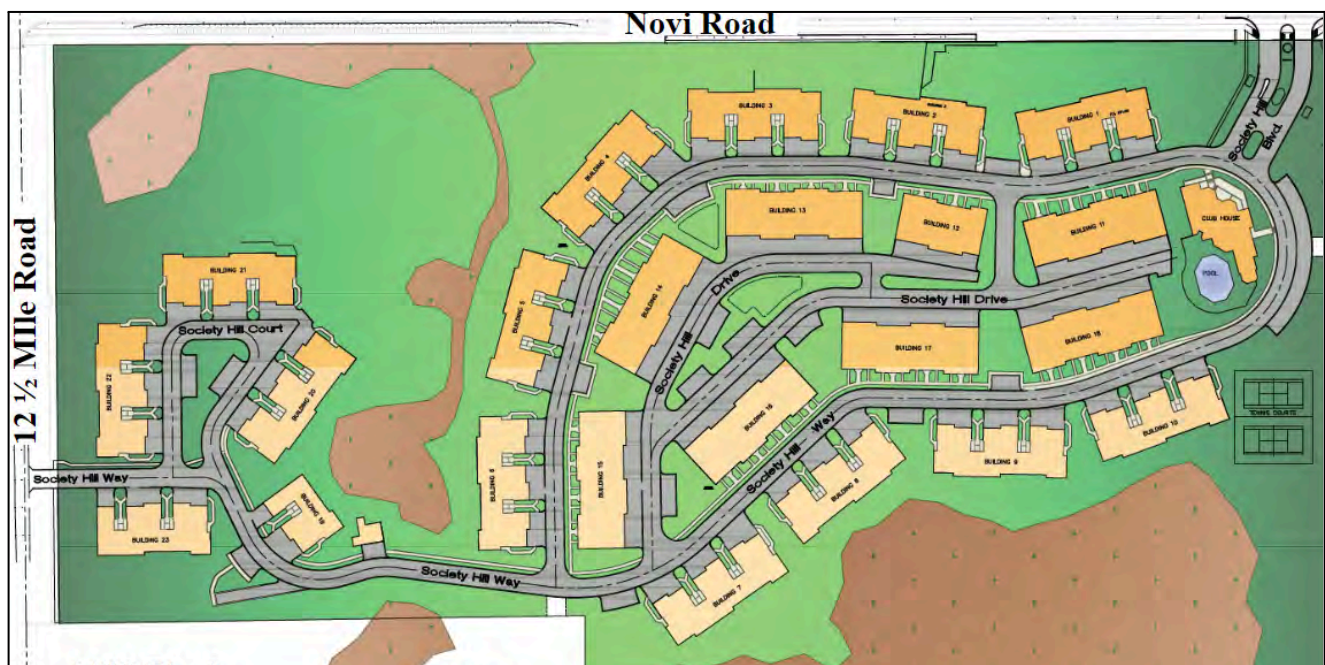


Image 2 – Bird's Eye View Rendering (from the SE) of 1999 Final Site Plan



2001 Consent Judgment

The Consent Judgment addresses the following substantive matters:

- **SAD 94 Improvements:** In the 1980's, the City established Special Assessment District 94 to construct sewer improvements by charging special assessments against certain properties, much of which was assessed against Society Hill. The City did not complete the sewer improvements to 12 ½ Mile Road as designed and as required under the SAD. Under the Consent Judgment, the City will provide the Property Owner with an easement and escrowed funds and the Property Owner will tie into an existing tap to provide connectivity to Society Hill.
- **1999 Final Site Plan:** The City granted the Property Owner certain rights relating to the previously approved 1999 Final Site Plan, including (but not limited to):
 - Annual site plan extensions, the expiration of which triggers the immediate obligation of the City to complete construction of the SAD 94 improvements
 - Administrative review for revisions to the 1999 Final Site Plan, unless the 1997 Zoning Ordinance required formal review, in which case review would be through City Council
 - The project may be completed solely in accordance with the ordinances in effect in 1999 (i.e. - 1997 Zoning Ordinance, etc)
- **Arena Drive Easements:** An affiliate of Property Owner granted easements to the City to construct a berm along Nick Lidstrom Drive (f/k/a Arena Drive)

- Tree Planting & Mitigation: The City granted Property Owner (and its affiliates) the right to plant trees and the right to mitigate tree replacements (from Society Hill) within the City, including at property owned by affiliates of Property Owner and along Arena Drive
- Condemnation Settlement: The City and the Property Owner settled a dispute relating to the City's use of eminent domain to take land along Novi Road between 12 Mile and 12 ½ Mile to complete a road widening project.

As stated above, the Consent Judgment permits the Property Owner to revise the 1999 Final Site Plan. The procedure for reviewing certain proposed revisions shall be done administratively by City staff and consultants, unless formal review is required under the 1997 Zoning Ordinance, in which case it should be reviewed and approved by City Council, the latter of which applies here. The City Council and the Property Owner have authority to mutually agree to amend the Consent Judgment. As previously stated, the City Council determined that the Revised Preliminary Site Plan should be reviewed administratively by City staff and consultants before submission to City Council for final approval at a public hearing (the "Review Methodology"). Furthermore, based upon the agreed upon Review Methodology, it is the expectation that the City staff and consultants will review the Revised Preliminary Site Plan as an amendment to the 1999 Final Site Plan in accordance with the Consent Judgment and not as if the Revised Preliminary Site Plan is a new site plan submission (PD-1, PRO or otherwise) without the historical context of Society Hill.

To that end, within the Revised Preliminary Site Plan, our team has provided narratives, where applicable, to explain why certain deviations are appropriate (for example, in some cases, the deviations already exist under the 1999 Final Site Plan).

Revised Preliminary Site Plan

Image 3 – Revised Preliminary Site Plan



The new vision for Society Hill includes 463 units (1,220 SF on avg) across a diverse mix of housing typologies that will attract a range of residents spanning different backgrounds. Residents will have the option to live in residences within our elevated buildings that include fully-integrated amenities and garage parking or in our reserve collection of distinct two and three story townhomes and villas with direct-entry, attached garages. The Revised Preliminary Site Plan will also incorporate 15,000 SF of indoor amenities and 16+ acres of open space including natural features and an outdoor, terraced vista of world-class recreational activities. In addition, the new vision for Society Hill will feature sustainable design features and meaningful enhancement and preservation of natural features, interconnected and seamlessly integrated within close proximity to the City's commercial core.

Society Hill is split into two distinct, but fully-integrated components - the Residences on the Hill and the Reserve Collection at Society Hill.

The Residences on the Hill, located on the southern portion of the property, is made up of 363 apartments across five buildings with elevators and garage parking. Of the 363 apartments, the average unit size is 1,075 SF and will include studios through three-bedrooms that range in size from 617 to 1,329 SF.

The central building, which sits on a parking podium and is considered the primary building, includes an indoor and outdoor amenity offering that is unmatched by any multi-family development in the region. What makes Society Hill truly special is the diversity of housing opportunities within an unified and walkable community and the overall extensive amenity offering, all of which benefit from the naturally sloping topographies and targeted preservation of natural features. Furthermore, the buildings are intentionally designed to bring a contemporary and innovative approach to the market that will define Society Hill as a special and unique place to live.

Within the primary building, a fully integrated indoor amenity offering consists of 15,000 SF of programmed and serviced space for the residents' enjoyment. The offering includes a state of the art fitness center and studios, spa facilities, café/bistro, community lounge, dedicated co-working space and conference rooms, community kitchen with dedicated dining area, library and reading area, and an indoor/outdoor terrace on the top floor of central building providing expansive views across an expansive outdoor amenity program, which incorporates vast areas of preserved natural features.

The outdoor amenities are programmed across a 10+ acre, terraced vista including two pools, a turf soccer field, tennis court, sports court, pickleball courts, playground areas, dog park and over two miles of walking path creating interconnectivity throughout the entire site.

The Reserve Collection at Society Hill, located on the northern and western portion of the property, is a collection of 100 townhome and villa residences with attached garages (1,731 SF on average) across 16 buildings all with access to the world-class amenity offering at Society Hill. Eighty of the townhomes are designed as three-story residences with either two or three bedrooms (plus a home office). The remaining 20 villas are designed as two-story residences with three-bedrooms, 16 of which provide a ground floor master suite adjacent to the living space, which we believe will be attractive to both empty nesters and large families.

Image 4 – Central Building Main Entry



Image 5 – Terraced Vista of Outdoor Amenities



Image 6 – Reserve Collection Three Story Townhome



Image 7 – Reserve Collection Two ½ Story Villa



In addition to the Society Hill property, the Revised Preliminary Site Plan includes a 3.15 acre parcel owned by the City (the “City Parcel”). The City informed the Property Owner that it acquired (through a tax foreclosure) the City Parcel with the intention of utilizing it for the development of Society Hill. As a result, our team worked with the city engineers to determine the feasibility and utility of the City Parcel. Given that the City Parcel is covered almost entirely by regulated wetlands and woodlands and has significant topographic slopes, our team has determined that its only utility is to be used as a stormwater detention basin on approximately one acre of upland area. To accomplish this, it is our intention that the City would grant an easement to the Property Owner to construct and maintain the stormwater detention basin on the City Parcel.

As consideration for using the City Parcel, the Property Owner is proposing to (1) increase the stormwater detention requirements for Society Hill to meet the standards under current ordinance (100 year storm event) rather than the approved standards (10 year storm event), and (2) provide new sidewalk improvements south of Society Hill and enhanced landscape features adjacent to and on the City Parcel along Novi Road.

Site Plan Comparison

The Revised Preliminary Site Plan was designed and engineered with the intended goal of creating the most desired residential offering in southeast Michigan. To accomplish this goal, certain design features became critically important to layout of the property, including, but not limited to:

- Distinct housing typologies to attract a variety of residents across differing demographics and reflect anticipated market trends
- Modern and contemporary design aesthetics
- Building placement on the topographic slopes to incorporate integrated garage parking
- Targeted preservation and enhancement of natural features
- Inclusion of vast open space and recreational amenities, including interconnected trails
- Energy efficiency and sustainability targets

After applying the stated goals to create the Revised Preliminary Site Plan, a comparison to the 1999 Final Site Plan results in nearly identical key metrics, including room counts, square footage and average daily traffic generation.

Given the Review Methodology described above, the following comparison is intended to support the City staff and consultants as well as City Council in its review of the Revised Preliminary Site Plan. The comparison charts will provide meaningful context of the tangible differences between the 1999 Final Site Plan and the Revised Preliminary Site Plan. In our submission, our team attempted to comply with the minimum applicable standards, but in instances where such standards could not be maintained, the team attempted to comply with many of the approved deviations that exist under the 1999 Final Site Plan.

RESIDENTIAL PROGRAMMING SUMMARY

Programming	1999 Final Site Plan	Revised PSP	Delta	Code (PD-1)
Building Count	23	21	(8.7%)	Compliant
Building Height	2.5 - 4 stories	2.5 - 4.5 stories	N/A	Compliant
Rentable SF	548,533	563,749	2.7%	Compliant
Room Count	1,264	1,359	7.5%	Compliant
Avg Unit Size (SF)	1,758	1,220	(30.7%)	Compliant
Unit Count	312	463	151	Compliant

SITE PROGRAMMING SUMMARY

Programming	1999 Final Site Plan	Revised PSP
Parking Ratio	2.22	2.03
Programmed Outdoor Space	~1 acre	6.64 acres
Private Outdoor Space	0% of units	98% of units
Interior Amenity	~5,000 SF	~15,000 SF
Exterior Amenity		
Swimming Pools	One	Two
Tennis/Pickleball	Two	Three
Sports Court	None	One
Soccer Field	None	One
Playground	None	One
Dog Park	None	One
Active Trails	0 Miles	2+ Miles
EV Charging	N/A	Included
Preserved Wetland (net)	~8.42 acres	10.02 acres
Wetland Impact	0 acres	.847 acres
Wetland Mitigation	N/A	.923 acres onsite (1.09x); some offsite/payment
Woodland Impact	1,062 trees	1,256 trees; 82 trees (City Parcel)
Woodland Mitigation	All offsite/payment	Some onsite; some offsite/payment
Traffic Impact	2,883 trips	2,930 trips; 47 trip variance (1.6%)
Community Enhancement:	N/A	Society Hill: Stormwater improvements City Parcel: Sidewalk and landscaping improvements

Conclusion and Next Steps

We are confident that our innovative approach to residential development will be an asset to the City and its residents. Our new vision for Society Hill will certainly be a transformative project for the City and set the bar as the new standard for residential living in the region.

Beyond the positive impact we intend to provide to our residents, we are confident that the City will experience immense economic benefit from Society Hill. It is our expectation that Society Hill will certainly be one of the largest economic development projects within the City. A project of this scale is certain to have significant collateral economic benefit for the City, notably in the form of an increased tax base and increased demand on the commercial core of Novi, which has always been (and will continue to be) critical to the future financial success of the City.

We are excited about the prospect of working together to bring this vision to life and to continue our longstanding partnership with the City. I invite you to reach out at your earliest convenience to discuss any questions or suggestions you may have. I am available via cell phone at 248-640-8720 or through email at jordan@sequelcos.com.

Thank you for your time, consideration, and commitment to the prosperity of Novi. Together, let us embark on this exciting journey to complete the legacy of Society Hill.

Sincerely,

A handwritten signature in black ink that reads "Jordan Sasson". The script is elegant and cursive, with a large, stylized 'J' and 'S'.

Jordan Sasson
CEO
Sequel Companies

CC: Henry Sasson, E&M Holdings
Richard Guido, Sequel Companies
Alan Greene, Dykema Gossett

TABLE OF CONTENTS

Community & Economic Impact Statement.....	12
Trip Generation Analysis (TGA).....	25
Response Letter Addressing City of Novi Pre-App Comments.....	29
Exhibits.....	30
<i>Wetlands Letter: Society Hill</i>	
<i>Wetlands Letter: City Parcel</i>	
<i>Application for Site Plan and Land Use Approval</i>	
<i>Preliminary Site Plan Checklist</i>	
<i>Non-Domestic User Survey</i>	
<i>Other Agency Checklist</i>	
<i>Hazardous Materials Checklist</i>	
<i>Project and Street Name Request</i>	

**SOCIETY HILL
NOVI, MI**

AMENDMENT TO EXISTING SITE PLAN

COMMUNITY IMPACT STATEMENT

E&M Holdings LLC
32605 W. 12 Mile Road
Suite 290
Farmington Hills, MI 48334
248.640.8720

and

Sequel Companies LLC
600 Madison Avenue
11th Floor
New York, NY 10013
248.640.8720

Prepared with:

Seiber Keast Lehner, Inc.
39205 Country Club Drive Suite C8
Farmington Hills, MI 48331
248.308.3331

Site Plan Amendment & Methodology

The newly proposed site plan submission for Society Hill (the “Revised Preliminary Site Plan”) proposes to amend the final site plan approved in 1999 (the “1999 Final Site Plan”) that remains in effect today pursuant to the 2001 consent judgment (the “Consent Judgment”).

As stated above, the Consent Judgment permits the Property Owner to revise the 1999 Final Site Plan. The procedure for reviewing certain proposed revisions shall be done administratively by City staff and consultants, unless formal review is required under the 1997 Zoning Ordinance, in which case it should be reviewed and approved by City Council, the latter of which applies here. The City Council and the Property Owner have authority to mutually agree to amend the Consent Judgment. As previously stated, the City Council determined that the Revised Preliminary Site Plan should be reviewed administratively by City staff and consultants before submission to City Council for final approval at a public hearing (the “Review Methodology”). Furthermore, based upon the agreed upon Review Methodology, it is the expectation that the City staff and consultants will review the Revised Preliminary Site Plan as an amendment to the 1999 Final Site Plan in accordance with the Consent Judgment and not as if the Revised Preliminary Site Plan is a new site plan submission (PD-1, PRO or otherwise) without the historical context of Society Hill.

The following Community Impact Statement sets forth various statements about the proposed revisions as well as comparisons to the 1999 Final Site Plan to identify the relative impacts between the Revised Preliminary Site Plan and the 1999 Final Site Plan, which is approved under the PD-1 option.

Site Description

Sitting on 33.92 acres of land North of 12 Mile Road and West of Novi Road, Society Hill will be home to 463 residential units spread across high and low density product types. The project has been designed to take full advantage of the site’s vast topography and highlights the site's natural features including wetland and woodland areas.

Society Hill fronts Novi Road (approximately 1,646 feet) and is directly south of 12.5 Mile Road where it has roughly 741 feet of frontage. The property is approximately 1,000 feet from the intersection of Novi Road and 12 Mile Road and is in Section 10, T1N, R8E of the City of Novi. The property is currently zoned RM-1 with a PD-1 option which is, “Designed to encourage development of specific types of residential land use within the RM-1 district in those designated areas of the City's Master Plan for Land Use and which would be in substantial accord with the goals and objectives of that plan. The intent of this option is to permit the application of mid-rise, higher density multiple dwelling structures in a district otherwise restricted to low-rise, lower density residential use.” Through the Revised Preliminary Site Plan design of the combination of higher density and lower density product within one single development is acting directly within the spirit of the PD-1 overlay which calls for higher density structures within districts normally allowing only lower density product. The 1999 Final Site Plan is also approved pursuant to the PD-1 option.

This new vision for Society Hill is consistent with the City's Master Plan goals for maximizing the use and development of the remaining developable properties in the City to maintain Novi's position as a top destination community for living, working and shopping in Michigan. The project will kick-start the broader future vision the City is contemplating for the commercial/mixed-use district at 12 Mile & Novi Road. The introduction of this one-of-a-kind, mixed residential project will result in a broader consumer base that will help to preserve and bolster the success of Twelve Oaks Mall and the surrounding commercial corridor and encourage further economic re-development of the core commercial areas within the City.

One main site artery, Society Hill Boulevard, will provide access throughout the site and will connect the Residences on the Hill, home to the higher density product type, to the Reserve Collection at Society Hill, which will include the townhomes and villas. One main entry and exit point will be constructed on Novi Road and an additional entry and exit point will be constructed on 12.5 Mile Road. One additional entry/exit road will be built that exits onto Novi Road to provide better fluidity throughout the development and provide direct access for service vehicles. The site currently contains 25.6 acres characterized as woodland area and 9.94 acres characterized as wetland area.

In addition to the Society Hill property, the Revised Preliminary Site Plan includes a 3.15 acre parcel owned by the City (the "City Parcel"). The City informed the Property Owner that it acquired (through a tax foreclosure) the City Parcel with the intention of utilizing it for the development of Society Hill. As a result, our team worked with the city engineers to determine the feasibility and utility of the City Parcel. Given that the City Parcel is covered almost entirely by regulated wetlands and woodlands and has significant topographic slopes, our team has determined that its only utility is to be used as a stormwater detention basin on approximately one acre of upland area. To accomplish this, it is our intention that the City would grant an easement to the Property Owner to construct and maintain the stormwater detention basin on the City Parcel.

Topography

Topographically, the site consists mostly of a gently to moderately sloping terrain (5% - 15% slopes). The highest point of the site is located near the middle of the eastern property line at the existing retaining wall along Novi Road at roughly Elev. 984 +/- . This high point slopes down northerly toward existing wetland "B" (Elev. 940 +/-), slopes down westerly toward existing wetland "A" (Elev. 956 +/-), and slopes down southerly toward the south property line (Elev. 950 +/-). Various depressions exist throughout the existing property, some of which hold existing wetlands (Wetlands A-G).

Adjacent Land Uses

The proposed Society Hill Development is surrounded by residential uses located within the RM-1 and RA (FLU: PD-1) zoning districts. Directly adjacent to the Southerly property line is an undeveloped 10.5 acre site. The North West property line is bordered by the Charneth Fen condominium development built in 2015 and the South West property line is bordered by the Carlton Forest condominium development built in 2003. Along the northern portion of the parcel the property faces 12.5 Mile Road (741 feet of frontage). The eastern facing portion of the site fronts Novi Road (1,646 feet of frontage).

Drainage Courses

The existing 33.89-acre site generally drains towards wetlands A, B and to the southerly property lines as described in the topography section above. There are no existing streams or rivers located on the property. However, wetlands A and B have outlets to adjacent properties. The northern +/- 13 Ac of the site drains to wetland B at the northeast corner of the property. This wetland outlets to an existing 18" storm sewer that crosses the Novi Road Right-of-Way and releases flows east of Novi Road to Bishop Creek. The southwestern +/- 15 Ac portion of the site drains toward wetland A, which is also an onsite lake at the southwest corner of the property. Wetland A ultimately outlets to a stream that runs south into the Carlton Forest development, crosses Carlton Way Drive via storm sewers and outlets into the lake in front of the development at 12 Mile Road. The southeast +/- 6 Ac of the property surface drains to the southern property line into the adjacent property and ultimately to wetland H located on the offsite parcel owned by the City of Novi. Wetland H outlets to an existing 18" storm sewer connecting to the City of Novi storm sewer system in the Novi Road right-of-way.

The developed site will be drained by means of sheet flow directed into a proposed storm sewer system. The storm sewer will lead to two detention basins designed in accordance with the City of Novi Engineering Design Manual. The north detention basin will be located adjacent to, and outlet to, existing wetland B. The south detention basin will be located offsite on the City of Novi owned parcel (21-10-400-055) adjacent to and outlet to existing wetland H (or tie into the city storm system within the Novi Road right of way). Provided that the City Parcel is used for stormwater detention, both detention basins will be sized for the 100-year storm event according to the City of Novi Engineering Design Manual.

Woodlands / Vegetation

The site is a mostly wooded area (25.6 acres) containing several tree varieties as outlined by the tree survey completed and included on Sheets L-10 - L-12 of the landscape drawings. The 1999 Final Site Plan approval called for the removal of 1,062 trees in order to develop Society Hill as designed. Under the Revised Preliminary Site Plan, an additional 194 trees will be removed, resulting in a total tree

removal of 1,256. The required tree mitigation is calculated to equal 2,041 trees, of which 1,266 have been previously mitigated in accordance with the 1999 Final Site Plan and the Consent Judgment. Of the remaining 775 trees, 150 are intended to be planted onsite with the remainder to be mitigated by payment into the City tree fund based on the fee schedule in effect at the time the 1999 Final Site Plan was approved or planted elsewhere in the City. Consistent with the 1999 Final Site Plan, no conservation easement will exist.

The City Parcel has 2.8 acres of wooded area and contains several tree varieties as outlined by the tree survey completed and included on Sheet L-8 of the landscape drawings. On the City Parcel where the stormwater detention basin will be built, an additional 82 trees will be removed. The required mitigation of 161 trees will all be planted onsite.

Wetlands

The project area (inclusive of the City Parcel) contains approximately 9.939 acres of wetland. Wetland impacts of approximately 0.847 acres are proposed, which is a Novi non-minor use classification. Approximately 1.92 acres of temporary wetland buffer setback impacts are also proposed. The wetlands on the properties are assumed to be regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Wetland impacts and mitigation ratios by habitat type are shown in the table below. Wetland mitigation will likely be required as a condition of an EGLE permit. On-site wetland mitigation of 0.922 acres is proposed; however, due to the hilly terrain of the property, suitable wetland mitigation areas appear to be limited to the relatively shallower sloping ground adjacent to Wetland A. Wetland A has permanent surface water to provide a source of hydrology for the proposed wetland mitigation. A minimum ratio of 1 to 1 on-site wetland mitigation is proposed (0.92 acres - 1.09:1.00 onsite mitigation ratio) with the remaining wetland mitigation to be provided through purchase of credits from an EGLE approved wetland mitigation bank. Proposed wetland impacts and mitigation are shown in the table below. Wetland and wetland buffer setback locations and impact areas are shown on page 15 the Wetland Plan sheet. Consistent with the 1999 Final Site Plan, no conservation easement will exist.

Proposed Wetland Impact and Mitigation

Wetland	Size (ac)	Impacts by Habitat (ac)			Impact Total (ac)
		Forested	Scrub-Shrub	Emergent	
A	6.888	0	0	0	0
B	1.011	0	0	0	0
C	0.081	0.081	0	0	0.081
D	0.306	0.306	0	0	0.306
E	0.111	0.083	0	0.028	0.111
F	0.264	0	0	0.264	0.264
G	0.027	0.027	0	0	0.027
H	1.251	0	0.058	0	0.058
Totals	9.939	0.497	0.058	0.292	0.847
Mitigation Ratio		2.0	1.5	1.5	1.8
Required Mitigation		0.994	0.087	0.438	1.519
Proposed On-Site Mitigation					0.922
Proposed Wetland Mitigation Bank Credits					0.597

Wildlife

Wildlife commonly found on the site consists of small mammals such as field mice, squirrels, raccoons, fox and rabbits. A variety of small birds normally populate the area.

Soils Classifications

The soils classification as provided by the United States Soil Conservation Services Soil Survey of Oakland County indicate Marlette sandy loam (1% - 6% and 6% - 12%), Marlette loam (12% - 18%) and Houghton and Adrian mucks (within wetland A).

Municipal Water Supply

Municipal water supply is available to the site by means of an existing 36" watermain within the Novi Road right-of-way and an existing 24" watermain within the 12 ½ Mile Road right-of-way. The proposed water main will connect to both existing 36" and 24" watermains, extend into the site to create a looped watermain system, providing domestic water service to the residential buildings and providing adequate fire hydrant coverage throughout the development. Adequate water supply is anticipated for both domestic and firefighting purposes.

Wastewater Disposal

An existing City of Novi 12” sanitary sewer stub is located at the southwest corner of the development for wastewater disposal service. An existing sanitary sewer will be extended into the development along the southern property line of the site to provide a sanitary sewer system for the residential buildings within the development. 6-inch and 8-inch sanitary leads will connect the residential buildings to the proposed public sanitary sewer system. Pursuant to the Consent Judgment, the City will be required to provide offsite easement to the existing stub and sanitary manhole to make the connection to the existing sewer.

The residential portion of the development has 463 Multiple Family Residences multiplied by an appropriate unit factor (0.60 REU/ 1-BR MF unit, 0.75 REU/ 2-BR MF unit, 1.0 REU/ 3-BR MF unit) resulting in 343 equivalent Single-Family units. At a rate of 3.2 people per Single Family residential unit the service population for the residential portion of the development is 1,097.6 people. With a peaking factor of 3.77, the peak flow from the project would be 0.64 cubic feet per second. The capacity of an 8-inch diameter sanitary sewer is 0.76 cubic feet per second, therefore, capacity is sufficient.

Public Utilities

Public utilities such as electricity, telephone, gas and cable television, are available on Novi Road.

Project Description

Society Hill consists of four two-story townhome buildings (BLDGs 3, 4, 13, 14), twelve three-story townhome buildings (BLDGs 1, 2, 5 - 12, 15, 16), four four-story elevator buildings (BLDGs A - D) with underground parking tucked at the rear of the building and one centralized elevator building (BLDG E) that will sit on a full parking podium and will house the amenity offerings that will be accessible to all residents within the development. The units within the higher density product offerings will range in size from 617 SF to 1,329 SF and consist of studio to three bedroom units. The townhome units will be either two or three bedrooms and range in size from 1,440 SF to 2,281 SF. 363 of the units will be constructed in more “urban” buildings that will rise up to 4 stories in height and be serviced by elevators with the remaining 100 units being built as two to three story townhomes. The project will include eight studio/efficiency units, 120 one-bedroom units, 27 one-bedroom units with a den, 202 two-bedroom units, 30 two-bedroom units with a den and 76 three-bedroom units. The studio/efficiency units will be a minimum of 617 square feet, the one bedroom units will be a minimum of 777 square feet, the two bedroom units will be a minimum of 1,051 square feet and the three-bedroom units will be a minimum of 1,601 square feet.

- Of the 33.92 Acres of land within the site, 3.81 Acres (~166K square feet) will be usable open space. This exceeds the minimum open space requirement of 2.1 acres (Total Number of Units

x 200 SF). An additional 2.83 acres of naturally occurring open space creates a total of 6.64 acres of open space for residents to utilize and enjoy. Open spaces include all unit balconies, courtyards, pools and associated outdoor areas, a soccer field, tennis court, basketball courts, pickleball courts, playground areas, an exterior rooftop terrace on Building E, dog park, and over 2 miles of interconnected walking trails throughout the site.

- In addition to the exterior amenity spaces listed, the 15,000 square feet of interior amenity space will be programmed with a state of the art fitness center, studio spaces, spa facilities, community lounge, dedicated coworking space and conference rooms, community kitchen with dedicated dining area, library and reading area, and an indoor/outdoor terrace on the top floor of Building E providing expansive views of the open green space and wetlands/woodlands beyond.

By keeping sustainable design standards front of mind throughout the design process, many of the townhome and villa units, as well as parking spaces throughout the parking garages, will be wired for EV charging stations. A total of 94 bike parking spaces will be provided onsite, 70 of which will be covered. This total does not include additional space that could be used as bike storage within the townhome and villa units, given that every townhome and villa unit will have its own dedicated garage. The interconnected road system within Society Hill provides over a mile loop of road for residents to ride on and will provide connectivity from 12 Mile Road, up Novi Road to 12.5 Mile Road. Via 12.5 mile Road, riders can access Skunk's Pass Mountain Bike trails and will have direct access to Lake Shore Park and Lake Shore Beach. This connection will be created and further enhanced by Property Owner's new construction of the sidewalk improvements in front of Society Hill and the City Parcel. The replacement of the existing boardwalk in front of the City Parcel with a brand new on-grade sidewalk creates a much more efficient and inviting connection from 12 Mile to 12.5 mile Road, and beyond.

Phasing

- The horizontal construction will be completed in a single phase at the outset of the project and the vertical construction will be sequenced to stagger unit deliveries in order to avoid oversaturation of one product type to the market at one time and allow for proper absorption for the new units being delivered.

Roadways

- All interior drives and parking areas are proposed to be private. Novi Road is 28-feet wide in both the Northbound and Southbound directions and will provide the main access to the Society Hill development and residential parking areas. An additional exit and entry access point will be provided on 12.5 Mile Road. Also, one entry/exit road will be located on the southern end of the property along Novi Road to provide better fluidity throughout the development and provide direct access for service vehicles.

- When comparing the 1999 Final Site Plan vs the Revised Preliminary Site Plan, the resulting calculations (per code based on using bedroom count) estimates 47 additional trips being generated between the two plans. On a relative basis, 47 trips equals a 1.6% increase over the original approved traffic generation. Based on the immateriality of the incremental traffic generation, we believe that the need for a traffic impact study is not required for the proposed revisions to the 1999 Final Site Plan. A letter to this effect has been completed by traffic engineering firm Fleis & Vanderbrink and is included as an Exhibit.

Environmental Concerns

- Upon full development, the Revised Preliminary Site Plan will result in a provided lot coverage area of 14.84%, below the maximum permitted lot coverage area of 25%.
- Ecologically, the development will affect the existing vegetation and ground cover to the extent that all existing field grasses and trees will be removed.
- The groundwater table will be affected slightly due to the extent of paving and building coverage. However, no deep excavations are planned which would contribute to the lowering of the ground water table. Soil erosion control will be provided on the site in accordance with the City of Novi requirements. Surface water run-off is expected to contain some road salts and oils carried by automobiles. Most suspended sediments will be removed in the storm water quality/detention basins, and oil and gas separators proposed in the development.
- Air quality will be affected somewhat by automobile emissions and natural gas combustion gasses from the apartment heating systems. In addition, the net ambient air temperature of the site will be increased slightly due to the loss of vegetation and the addition of pavement and buildings.
- Noise levels will increase due to the additional automobile and truck traffic, and exterior air conditioning units.
- An aesthetic impact will result from the introduction of man-made structures and site improvements.
- Site lighting will be designed to maintain a low profile and prevent light spill and glare onto adjacent properties. A photometric plan and light fixture catalog cuts have been provided in the plan set.
- Finally, landscaping will soften the overall impact of the development. A total of 1,086 trees are proposed to be planted at Society Hill. An additional 57 trees are to be planted on the City Parcel. (See the Planting Schedule on the Landscape Plans for reference).
- No hazardous or toxic chemicals will be stored on-site except for household cleaners, chlorine tablets for the swimming pool, pesticides and fertilizers used for lawn and plant care. No underground storage tanks, wells, or septic tanks are proposed and none will be permitted.

Storm Water Disposal

- Stormwater generated on the proposed site will be collected by on-site storm sewer and delivered to the on-site detention basin adjacent to wetland B (with an outlet into wetland B) and to an off-site detention basin located on the City of Novi Parcel adjacent to wetland H (with an outlet either into wetland H or the city storm sewer located within the Novi Road right of way). Provided that the City Parcel is available as a stormwater detention basin, the basins will be sized to detain the 100-year storm event and outlet into the adjacent wetland systems (or the city sewer system). In the alternative, the 10-year storm event will apply under the 1999 Final Site Plan and the Consent Judgment.

Demands on Police Department Services

- The SEMCOG 2023 population estimate for the City of Novi for 2023 was 68,080 persons. The per capita response was one Police Department response for every 2.63 persons. Based on an expected residential population of 889 persons, it is estimated that 338 annual Police Department calls would be made from the project. Property Owner expects no material impact to the Demands on Police Department Services when comparing the 1999 Final Site Plan Approval to the Revised Preliminary Site Plan.

Demands on Fire Department Services

- The per capita response for the City of Novi during the year 2013 was 132.99 persons per Fire Department run. Based on the estimated proposed development population of 889 persons, the total projected annual Fire Department responses is 7. The project is located near Fire Station No. 2 at 1919 Paramount Street. Due to the proximity of the fire station, response time is expected to be only a few minutes. Property Owner expects no material impact to the Demands on Fire Department Services when comparing the 1999 Final Site Plan Approval to the Revised Preliminary Site Plan.

Refuse and Solid Waste Disposal

- Each of the high density buildings (A-E) have dedicated trash rooms on each floor that contain a chute leading to the refuse room on the ground floor. Waste in the refuse room will be picked up periodically by maintenance staff and/or brought to the trash compactor outlined on the site plan or directly picked up (as needed) by the trash service company.
- The lower density townhome units will each have their own trash bin that will be brought out to the street corner weekly to be picked up by a trash service that will come through the site.

Educational Demands on the Public School System

- The total 2023 student enrollment in the Novi Community Schools was 6,906. Of this total, 2,107 were of High School Age (9-12th grade), 1,024 attended Middle School (7-8th grade), and 3,775 were enrolled at the elementary school level. Some impact is expected upon the community educational system due to the expected 110 +/- school age children living in the complex. Society Hill is located within the Parkview Elementary school district. Property Owner expects no material impact on the Public School System when comparing the 1999 Final Site Plan Approval to the Revised Preliminary Site Plan.

Economic Impact Statement

- At the time of original approval of the 1999 Final Site Plan, Society Hill was a state-of-the-art multi-family project, with significant amenities, designed to appeal to housing needs and tastes of the times. While the 1999 Final Site Plan would still result in a desirable residential project, the Property Owner is proposing to revise the 1999 Final Site Plan with a new innovative and contemporary vision for residential development consistent with the current state of master-planning and development objectives of the City and catering to the needs and desires of new generations of current and future residents.
- The Revised Preliminary Site Plan reflects two fundamental concepts - (1) providing mixed-use, multi-generational housing options in one comprehensive development, and (2) providing an entire range of modern recreational and healthy living amenities. While the 1999 Final Site Plan raised the bar for multi-family residential living over 25 years ago, the Revised Preliminary Site Plan was designed to raise the bar for residential living in Novi for 2024 and beyond.
- This visionary project aligns seamlessly with the goals outlined in the 2022 draft update to the City's Master Plan, emphasizing optimal use of properties to maintain Novi's status as a top destination community, most notably at the critically important commercial intersection of 12 Mile & Novi Road. Society Hill will inspire others to find new ways to creatively compete and participate in the City. The influx of new residents into Society Hill will act as catalysts for economic advancement by supporting local businesses and contributing to the vibrancy of the entire community. The collateral economic development impact of Society Hill will be similar to that of our trailblazing project - River Oaks West - in the early 90's, when many developers flocked to Novi after that project delivered with great success.
- It is estimated that Society Hill's proposed 463 units will bring 889 new residents within the submarket. Due to the site's unique location within the city, the investment into the project and the expected number of new residents, a captivated customer base will be created that will inevitably utilize the existing retail along the 12 mile corridor including Twelve Oaks Mall and the West Oaks Shopping Center. Society's Hill development will provide an anchor to

encourage additional development along the commercial core, consistent with the new early stage master plan that is being contemplated by the City

- Total cost of the proposed building and site improvements is expected to be in excess of \$100 million
- To operate the 1999 Final Site Plan of 312 units roughly 3 - 5 full time jobs would have been created to oversee management, leasing and onsite operations including unit/community renovations and upkeep and meticulous landscaping. The additional units provided through the Revised Preliminary Site Plan will require several additional full time employees to properly operate resulting in the creation of 6 - 10 new full time jobs.
- The 889 new residents will provide an increased labor pool to choose from for employers within the City of Novi. The elevated product at Society Hill will help to encourage workers to relocate from other Cities to Novi to accept a job from an employer in the City, further expanding the potential employment reach of companies within the City.
- Using the National Association of Homebuilder's Economic Impact Analysis (2015), the following chart summarizes the anticipated collateral economic impact from the development of Society Hill under the Revised Preliminary Site Plan.

NAHB Model Adj. to Revised Preliminary Site Plan & CPI				
Phase I - Construction				
# of Units	Local Income	Owners' Income	Local Wages	Local Jobs Supported
463	\$45,588,781	\$16,937,304	\$28,650,861	417
Phase II - Economic Premium				
# of Units	Local Income	Owners' Income	Local Wages	Local Jobs Supported
463	\$26,415,544	\$5,357,373	\$21,057,555	329
Total Year One Impact (Phase I + Phase II)				
# of Units	Local Income	Owners' Income	Local Wages	Local Jobs Supported
463	\$72,004,325	\$22,294,677	\$49,708,416	745
Phase III - Annual Effect Once Occupied				
# of Units	Local Income	Owners' Income	Local Wages	Local Jobs Supported
463	\$16,260,551	\$3,837,603	\$12,419,869	204

Summary of Project Benefits

- Creates collateral economic development impact on the critically important 12 Mile and Novi Road commercial corridor, which is aligned with the City's 2022 draft Master Plan update
- Provides a new standard for residential living in the City of Novi
 - Diverse housing typologies reflecting the needs/desires of the broad percentage of the population
- Provides potential students for local schools
 - Nominal net impact between Revised Preliminary Site Plan and 1999 Final Site Plan
- Provides high-quality residents for the City
- Nominal impacts on infrastructure
 - Nominal net impact between Revised Preliminary Site Plan and 1999 Final Site Plan
- Additional Community Enhancement Benefits
 - Removal of existing 420' wooden bridge and installation of new at-grade sidewalk along City Parcel to enhance pedestrian and bicyclist safety on Novi Road and to create a better connection between the residential neighborhoods north of 12 Mile and the commercial core south of 12 Mile.
 - Landscape enhancements along Novi Road at the City Parcel to create a better visual along a critically important roadway
 - With the utility of the City Parcel for stormwater detention, increased stormwater standards (100 year vs 10 year)

Conclusion

We are confident that the City will experience immense economic benefit from Society Hill. It is our expectation that Society Hill will certainly be one of the largest economic development projects within the City. A project of this scale is certain to have significant collateral economic benefit for the City, notably in the form of an increased tax base and increased demand on the commercial core of Novi, which has always been (and will continue to be) critical to the future financial success of the City. In addition, the social and community benefits are significantly positive for the City and the residents of Novi and none of which reflect a negative change between the 1999 Final Site Plan and the Revised Preliminary Site Plan.

**SOCIETY HILL
NOVI, MI**

AMENDMENT TO EXISTING SITE PLAN

TRIP GENERATION ANALYSIS (TGA)

E&M Holdings LLC
32605 W. 12 Mile Road
Suite 290
Farmington Hills, MI 48334
248.640.8720

and

Sequel Companies LLC
600 Madison Avenue
11th Floor
New York, NY 10013
248.640.8720

Prepared by:

Fleis & Vandenbrink
27725 Stansbury Blvd., Suite 195
Farmington Hills, MI 48334
248.536.0800

**APPLICANT RESPONSE TO
STAFF & CONSULTANT REVIEWS**

SEQUEL

May 24, 2024

City of Novi - Planning Division
45175 Ten Mile Road
Novi, MI 48375
Barbara McBeth, City Planner
Lindsay Bell, Senior Planner

RE: Society Hill – Response Letter to City’s Comments to Revised Preliminary Site Plan

Dear Ms. McBeth & Ms. Bell,

On behalf of E&M Holdings, LLC (the “Property Owner”), we appreciate the time and effort committed by the City’s staff and consultants to review the revised plans (the “Revised Preliminary Site Plan”) for Society Hill (the “Project”). We appreciate the staff’s support of the Project, as evidenced by the positive recommendation, and look forward to continuing to work with your team in the coming weeks and months.

Following our in-person meeting on May 21, 2024, our project team has compiled responses (the “Response Letter”) to the staff’s comments (the “City’s Comments”) to our Revised Preliminary Site Plan. Our Response Letter can be found in the attachment to this cover letter and a summary of the key responses is provided below:

- **Planning Deviations (Items 1-8, 13-15 on the Planning Review Letter)**: Corrections will be made as noted in the Response Letter and otherwise deviations are requested. Many of the proposed deviations exist under the currently approved final site plan that remains in effect today (the “1999 Final Site Plan”). In addition, all proposed deviations reflect necessary and reasonable requests to work within the framework of the existing RM-1/PD-1 classifications and to achieve new and desired standards for residential living in Novi.
- **Wetland Impacts (Items 9 & 10 on the Planning Review Letter)**: Additional assessments have occurred on site based on the City’s wetland consultant’s report. The findings confirm no additional wetlands exist beyond those set forth in the Revised Preliminary Site Plan. As a result, the proposed wetland impact and mitigation is as set forth in the Revised Preliminary Site Plan.
- **Stormwater Management (Item 11 on the Planning Review Letter)**: The proposed stormwater management plan improves the overall offsite flow of stormwater (i.e. - the run-off rate is higher today than after the proposed development is complete) and significantly enhances the stormwater management design approved under the 1999 Final Site Plan.
- **Traffic Study (Item 12 on the Planning Review Letter)**: As discussed during our May 21, 2024 meeting, the 1999 Final Site Plan produced an adjusted baseline of 1,978 average daily trips (as evidenced by the 1996 Traffic Study and the Fleis & Vandenbrink memorandum included in our Response Letter). The 1996 Traffic Study was required as part of the original rezoning of the property to allow for the PD-1 option. Based on the approval of the 1999 Final Site Plan, the 1996 traffic study demonstrated suitable road traffic capacity/access for the approved higher density housing and since that approval both Novi Road and 12 Mile Road have been widened to increase traffic flow. As a comparison,

the Revised Preliminary Site Plan is anticipated to produce 2,162 average daily trips (as evidenced by the City's traffic consultant's memorandum and confirmed by Fleis & Vandenbrink). The resulting impact of 184 additional average daily trips is well below the City's threshold over 750 average daily trips.

- **Woodland Impacts** (See Landscape Review Letter): The Revised Preliminary Site Plan (excluding the City parcel - all impact and required mitigation is addressed onsite) results in an incremental woodland impact (above the approved woodland impact under the 1999 Final Site Plan) of ~194 trees. Mitigation efforts have been ongoing for many years as offsite plantings have occurred throughout approved locations in the City of Novi. For any remaining mitigation required, onsite and offsite plantings are contemplated and any remainder will be paid into the City's tree fund as more fully set forth in the Response Letter.

In addition, we are confirming our understanding of the following upcoming schedule for this Project.

- **June 3**: Closed session for City Council to be briefed by its legal counsel on the Project and the proposed amendment to the existing Consent Judgement.
- **Prior to June 17**: Notice of public hearing to be sent out by City Planning Department to satisfy the notice requirement for the July 8th City Council meeting.
- **June 17th City Council Meeting**: Presentation of the Project by applicant to City Council. No vote is scheduled to occur at this meeting.
- **July 8th**: Public hearing to vote on the Preliminary Site Plan and the amendment to the Consent Judgement.

We remain excited about the prospect of working together to bring this vision to life and to continue our longstanding partnership with the City. I invite you to reach out at your earliest convenience to discuss any questions or suggestions you may have. I am available via cell phone at 248-640-8720 or through email at jordan@sequelcos.com.

Thank you for your time, consideration, and commitment to the prosperity of Novi. Together, let us embark on this exciting journey to complete the legacy of Society Hill.

Sincerely,



Jordan Sasson
CEO
Sequel Companies

CC: Henry Sasson, E&M Holdings
Richard Guido, Sequel Companies
Alan Greene, Dykema Gossett

City of Novi Preliminary Site Plan Comment Responses

Ordinance Requirements/Deviations

1. Maximum Length of Building:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan.
- Note: Buildings A-D have an entry lobby & lounge area with an occupant load of 61 people (910 sq.ft.).

2. Shoreline Setback:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

3. Building Setbacks:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan
- In addition, deviations for Building A and D are requested to satisfy the PD-1 provisions for building height and length. See below chart and attached sheet (Exhibit A) provided by Kreiger Klatt Architects.

Increased Building Setbacks based on height and length																	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
Building	RM-1 Allowed Height	Provided Height	Increased Setback (Height) (D=C-B)	RM-1 Allowed Length	Provided Length	Increased Setback (Length) (G=(F-E)/3)	Max Increase (H=Max(D,G))	RM-1 Front Setback	Req'd. Front Setback (J=I+H)	Provided Front Setback	Complies	Waiver	RM-1 Side Setback	Req'd. Side Setback (O=H+N)	Provided Side Setback	Complies	Waiver
Building A	35	57.5	22.5	180	219	13	22.5	75	98	89	No	8.2	75	98	76	No	21.8
Building B	35	57.5	22.5	180	219	13	22.5	75	98	399	Yes	N/A	75	98	99	Yes	N/A
Building C	35	57.5	22.5	180	219	13	22.5	75	98	399	Yes	N/A	75	98	680	Yes	N/A
Building D	35	57.5	22.5	180	219	13	22.5	75	98	89	No	8.2	75	98	842	Yes	N/A
Building E	35	60	25	180	493	104	104	75	179	197	No	N/A	75	179	252	Yes	N/A

4. Parking Setbacks:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

5. Building Orientation:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

6. Yard Setback Area:

- Deviation requested for Front Yard setback area. See below chart and Exhibit B for updated calculations. Calculated Front Yard Coverage is 33.26%, over the 30% allowed threshold as per below chart and attached sheet.

SETBACK PAVEMENT COVERAGE			
	TOTAL AREA (SFT.)	PAVEMENT AREA (SFT.)	PERCENTAGE OF PAVEMENT
FRONT YARD (NOVI RD.):	123,403	41,047	33.26% *
FRONT YARD (12 1/2 MILE RD.):	50,199	6,374	12.70%
WEST SIDE YARD:	36,772	0	0
SOUTH SIDE YARD:	18,240	1,851	10.15%
OVERALL:	228,614	49,272	21.55%

* VARIANCE REQUIRED

7. Distance Between Buildings:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

8. Number of Parking Spaces:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

9. Wetland Impacts:

- The below chart will be added to the drawing set and outlines the wetland mitigation calculation.

Wetland	Size (ac)	Impacts by Habitat (ac)			Impact Total (ac)
		Forested	Scrub-Shrub	Emergent	
A	6.888	0	0	0	0
B	1.011	0	0	0	0
C	0.081	0.081	0	0	0.081
D	0.306	0.306	0	0	0.306
E	0.111	0.083	0	0.028	0.111
F	0.264	0	0	0.264	0.264
G	0.027	0.027	0	0	0.027
H	1.251	0	0.058	0	0.058
Totals	9.939	0.497	0.058	0.292	0.847
Mitigation Ratio		2.0	1.5	1.5	1.8
Required Mitigation		0.994	0.087	0.438	1.519
Proposed On-Site Mitigation					0.922
Proposed Wetland Mitigation Bank Credits					0.597

-
- See response from Consultant Barr Engineering in Wetland Comment Section and Exhibit C.

10. Wetland Buffer Impacts:

- As discussed with City Staff, impact to wetland buffers will be marked as “permanent” on the next submission.

11. Stormwater Management:

- Noted.

12. Traffic Study:

- City response letter incorrectly compares the traffic generation between the two plans based on “Unit Count” density opposed to “Bedroom” density the proper comparison is 1,978 Trips (Consent Judgement) VS 2,162 Trips (Proposed Plan). Accordingly, the 184 trip variance is significantly below the 750 trip threshold which would trigger a full Traffic Impact Study. Provided response from consultant, Fleis & VandenBrink, is provided as Exhibit D.
- In addition, the City shall confirm that the baseline of 1,978 trips has been used for all background information to-date since the approval of the Consent Judgement, including, but not limited to, all site plan approvals in the surrounding area as well as the city-wide traffic study recently completed.

13. Parking on Major Drive:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan

14. Building Setbacks from Parking:

- Deviations requested per City Planning Review Letter and Revised Preliminary Site Plan
- Note that along the north and south elevations of Building E, the off-street parking generally abuts the lower-level parking garage (based on the site topography).

15. Bicycle Parking:

- The code requirement will be satisfied in the subsequent revision to the Revised Preliminary Site Plan

Planning

Zoning and Use Requirements

- Uses Permitted:
 - a. Site is zoned RM-1/PD-1 and allows for Multiple-Family Residential Units. The proposed use is permitted under code. As discussed with City Staff, Uses Permitted will be updated to “Yes*”.
 - b. In addition and in compliance with PD-1, the submission will be revised to include up to 7,500 SF of ancillary commercial space within the ground floor of Building E.

PD-1 Option (Sec. 3.31.4 & 6)

- Traffic Study:
 - a. See response from consultant, Fleis & VandenBrink, in Traffic section and provided as Exhibit D.
- Special Land Use (Sec. 6.1.2.C):
 - a. Special land use permit already exists for the 1999 Final Site Plan so all requirements should be continued to be satisfied under the Revised Preliminary Site Plan. The PD-1 Option has already been approved as part of the Consent Judgment.
- Building Height (Sec 3.31.6.B.iv.a):
 - a. Buildings A-D are 4 story buildings and Building E is 4 residential stories over 1 podium story
- Applicable Standards Met? (Sec. 3.31.4.A):
 - a. Noted, in compliance.
- Shoreline setback (Sec 3.31.6.B.iv.e):
 - a. See response #2 in Ordinance Requirements/Deviations.

Residential Building Setbacks (Sec. 3.1.7.D, Sec. 3.6.2.B, and Sec. 3.8.2.C - if applicable)

- Residential Building Setbacks (South, West & East):
 - a. See response #3 in Ordinance Requirements/Deviations.

Parking Setbacks (Sec. 3.1.7.D) Refer to applicable notes in Sec. 3.6.2

- Front (East):
 - a. See response #4 in Ordinance Requirements/Deviations.
- Side (South):
 - a. See response #4 in Ordinance Requirements/Deviations.

RM-1: Note to District Standards (Sec. 3.6.2)

- Setback Requirements (Sec. 3.6.2.B):
 - a. See response #4 in Ordinance Requirements/Deviations.
- Wetland/Watercourse Setback (Sec 3.6.2.M):
 - a. See response #10 in Ordinance Requirements/Deviations.

RM-1 District Required Conditions (Sec. 3.8 & 3.10)

- Maximum length of the buildings (Sec. 3.8.2.C):

- a. See response #1 in Ordinance Requirements/Deviations.
- Modification of maximum length (Sec. 3.8.2.C):
 - a. See response #1 in Ordinance Requirements/Deviations.
- Building Orientation (Sec. 3.8.2.D):
 - a. See response #5 in Ordinance Requirements/Deviations.
- Yard setback restrictions (Sec. 3.8.2.E):
 - a. See response #6 in Ordinance Requirements/Deviations.
- Off-Street Parking or related drives (Sec. 3.8.2.F):
 - a. See response #14 in Ordinance Requirements/Deviations.
- Pedestrian Connectivity (Sec. 3.8.2.G):
 - a. See response in Traffic Comment Section.
- Minimum Distance between the buildings (Sec. 3.8.2.H):
 - a. See response #7 in Ordinance Requirements/Deviations.
- Number of Parking Spaces Residential, Multiple-family (Sec. 5.2.12.A):
 - a. See response #8 in Ordinance Requirements/Deviations.
- Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2):
 - a. See response in Traffic Comment Section.
- End Islands (Sec. 5.3.12):
 - a. See response in Traffic Comment Section.
- Barrier Free Spaces (Barrier Free Code):
 - a. No deviation requested. 1 ADA Space will be located in a private garage in Buildings A-D. 3 ADA spaces are provided within Building E.
- Barrier Free Space Dimensions (Barrier Free Code):
 - a. See response in Traffic Comment Section.
- Barrier Free Signs (Barrier Free Code):
 - a. See response in Traffic Comment Section.
- Bicycle Parking General requirements (Sec. 5.16):
 - a. See response #15 in Ordinance Requirements/Deviations.
- Bicycle Parking Lot layout (Sec 5.16.6):
 - a. See response #15 in Ordinance Requirements/Deviations.

Additional Road Design, Building Setback, And Parking Setback Requirements, Multiple-Family Uses (Sec. 5.10)

- Road standards (Sec. 5.10):
- All major roads provide 28' width as required. Major Drives:
 - a. See response #13 in Ordinance Requirements/Deviations. Please note the drive that extends from the southern approach to Novi Road to the center cul-de-sac, behind Buildings A, B and C 9Society Hill Drive) is not considered to be a "Major Road" since it is intended for garage access, parking behind the buildings and additional access to the amenities area. This road is intentionally 24' wide for this purpose. Society Hill Boulevard is intended to be the "Major Road" for the development fronting Novi Road. Also, a "table top" will be provided west of the amenity area to reduce traffic speeds.
- Parking on Major and Minor Drives:

- a. See response #13 in Ordinance Requirements/Deviations.

Building Code and Other Requirements

- Woodlands (City Code Ch. 37):
 - a. See response from consultant, Allen Design, in Woodland section.
- Wetlands (City Code Ch. 12, Art. V):
 - a. See response from consultant, Barr Engineering, in Wetland section. Calculation chart to be provided on updated plan set.
- Design and Construction Standards Manual:
 - a. Noted, in compliance.
- Building Exits:
 - a. Noted, in compliance.
- Phasing:
 - a. To be addressed prior to final site plan approval.

Other Permits and Approvals

- Development/Business Sign (City Code Sec 28.3):
 - a. Sign location and size to be submitted with next submission. Deviation may be requested.
- Project & Street Naming Committee:
 - a. Street Naming Committee comments have been received and will be properly addressed.

Other Legal Requirements

- Conservation easements:
 - a. Consistent with the 1999 Final Site Plan Approval, no conservation easements will be provided.

Lighting and Photometric Plan (Sec. 5.7)

- Building Lighting (Sec. 5.7.2.A.iii):
 - a. Noted. Will be provided by consultant, Gasser Bush.
- Lighting Specifications (Sec. 5.7.A.2.ii):
 - a. Noted. Will be provided by consultant, Gasser Bush.
- Max. Illumination adjacent to Residential (Sec. 5.7.3.M):
 - a. Noted. Will be provided by consultant, Gasser Bush.

Engineering

1. City response letter incorrectly compares the traffic generation between the two plans based on “Unit Count” density opposed to “Bedroom” density the proper comparison is 1,978 Trips (Consent Judgement) VS 2,162 Trips (Proposed Plan). Accordingly, the 184 trip variance is significantly below the 750 trip threshold which would trigger a full Traffic Impact Study. Provided response from consultant, Fleis & VandenBrink, is provided as Exhibit D.
2. A soil boring will be provided for the off-site detention basin prior to Final Site Plan Approval. Referring to Sheet 9 of the Preliminary Site Plan submittal, the elevation of the wetlands adjacent to the off-site detention basin is appx. EL. 941.50 and the Low Water Elevation of the off-site detention basin is set at EL 942.0 (0.5’ higher than the wetland elevation. Although the groundwater elevation at the detention basin is expected to be near the wetland elevation of 941.50 (just below existing grade), the Low Water

Elevation at the detention basin will be set higher than the expected ground water elevation. The storage volume of the basin will not be reduced since the low water of the basin is set above the elevation of the adjacent wetlands.

3. Two possible off-site detention basin locations are provided in the Preliminary Site Plan to provide the City with options for discharge of the basin on the City owned parcel. Ultimately, the wetland and the direct connection to the City storm sewer both drain to the City storm sewer that runs east below Novi Road. The ultimate discharge of the City of Novi storm sewer is not known at this point and the City does not have any available As-Built information on their existing storm sewer system. The developer will coordinate with the City of Novi to perform a “Dye Test” to try to determine the ultimate discharge point of the existing City of Novi storm sewer below Novi Road. Referring to Sheet 13 of the Preliminary Site Plan – “Pre/Post Development Runoff Plan”, appx. 6 Acres of the Society Hill currently surface drains to the off-site parcel wetland area, resulting in a 100-yr peak flow of 8.1 cfs. This existing flow ultimately goes to the existing City storm sewer below Novi Road. Once the off-site detention basin is constructed, this 6 Acres of area will be restricted to the Novi required maximum runoff rate of 0.15 cfs/Ac, resulting in a Post -Construction run-off rate of 1.19 cfs. After the basin is constructed, the resulting 100-yr flow into the existing sewer below Novi Road will be reduced by 6.91 cfs, improving on the conditions that exist today.
4. A soil boring will be provided in the on-site detention basin as requested. It should be noted that the Low Water elevation of the proposed detention basin is set higher than the adjacent wetland elevation. See attached Exhibit E for onsite borings previously completed.

General

1. It is noted that Right-of-Way permit will be required from the city of Novi for work within the Novi Road and 12 ½ Mile Road ROW's.
2. The 12 ½ Mile Road ROW is labeled “Prop. 43' Wd. ROW” in the submitted Preliminary Site Plan.
3. Utility easements are shown on the Landscaping Plan Sheets L-1 and L-2. In general, trees have been placed outside utility easements, a min 5' from watermains and 10' from sanitary sewers. The Preliminary Site Plan will be revised if there are locations where this criterion is not met.
4. The Site Plan will be revised to show light poles and bike racks on the Utility Plan as requested. It is noted License Agreement will be required for any light poles or bike racks that are located within a utility easement.
5. A hydrant table, utility crossing table and utility structure tables will be provided at Final Site Plan.
6. It is noted an opposite-side driveway spacing waiver will be required for the 12 ½ Mile Road approach. A distance of 43' spacing between the approaches is already provided in Sheet 5 of the Preliminary Site Plan.
7. The developer will coordinate with the City of Novi for the rehabilitation of Novi Road.

Water Main

8. The proposed watermain system, as shown in the Preliminary Site Plan, is a looped water main system with 2 connections to the existing City system. One connection is made to the ex. 24" water main within the 12 ½ Mile Road ROW and the other connection is to the ex. 36" water main within the Novi Road ROW. The design of the water main system within the development will be completed during Final Site Plan meeting the City and Fire Department pressure and flow requirements. There are already existing water mains located along the development frontages on Novi Road and 12 ½ Mile Road.

- 9. Comment is noted. A final water main system design will be provided at Final Site Plan.
- 10. The location of the riser room will be provided at Final Site Plan. It is noted a stop-box will be required.

Irrigation Comments

- 11. An irrigation plan will be provided for Final Site Plan.

Sanitary Sewer

- 12. Please see Sheet 11 of the Preliminary Site Plan submittal. A Sanitary Monitoring Manhole is provided for the Building E, as previously requested.
- 13. A Sanitary Sewer Basis of Design will be provided at Final Site Plan.

Storm Sewer

- 14. Storm sewer design will be provided at Final Site Plan.
- 15. Oil/Gas separators are shown in the Preliminary Site Plan as required. Final design will be provided at Final Site Plan.
- 16. Comment is noted.
- 17. A storm structure table will be provided at Final Site Plan as required.

Storm Water Management Plan

- 18. The Storm Water Management Plan is designed according to the Storm Water Ordinance and Chapter 5 of the Engineering Design Manual, as required. Please refer to Sheet 12 of the submitted Preliminary Site Plan for calculations.
- 19. Please refer to Sheet 13 of the Preliminary Site Plan for the "Pre/Post Development Runoff Plan".
- 20. Please refer to Sheet 13 of the Preliminary Site Plan for the "Pre/Post Development Runoff Plan". Please also refer to the discussion in response item #3 (Pg 2 of 6) above.
- 21. An access easement from the Novi Road ROW to the onsite detention basin is provided. Please refer to Sheet 10 of the submitted Preliminary Site Plan.
- 22. It is noted that a Storm Drainage Facility Maintenance Easement Agreement will be required.
- 23. Each of the detention basins will be provided with sediment forebay at each storm sewer outlet to the detention basins. A pre-treatment structure will not be required.
- 24. Soil borings will be performed at each storm water detention basin. Soil boring logs and a report from the Geotechnical Engineer will be provided at Final Site Plan. See attached Exhibit E for onsite borings previously completed.
- 25. Please see Sheet 12 of the Preliminary Site Plan – Storm Water Management Plan for runoff coefficient calculations.
- 26. Noted. These coefficients are shown on the Storm Water Management Plan.
- 27. A 4-foot wide safety shelf is provided in each proposed detention basin as required.
- 28. A 25-foot wide buffer is provided around each detention basin as required.
- 29. Proposed pond contours will be shown more clearly.
- 30. Final grading for all walkways will be provided at Final Site Plan.

Paving & Grading

- 31. A construction materials table and pavement cross section will be provided at Final Site Plan.
- 32. An emergency access gate is provided at each end of the emergency access drives. The City's detail for the break away gate is provided.

33. Comment noted. The geotechnical engineer for the project will determine the gravel paving section thickness and subgrade requirements at Final Site Plan.
34. Existing contours are provided on the Preliminary Site Plan. Proposed spot grades are provided throughout the development. The Final Site Plan will show existing and proposed contours as required.
35. Generally, fixed objects are located a minimum of 3-ft from any sidewalks. This will be confirmed at Final Site Plan once Preliminary is approved.
36. It is understood the maximum grade slope is 1V:4H. The grading plan meets this requirement and will be confirmed at Final Site Plan.
37. The proposed concrete sidewalk at 12 ½ Mile Road continues through the approach in the Preliminary Site Plan. Asphalt sidewalks are proposed along Novi Road to match the existing materials. Striping is provided at each of the Novi Road approaches as previously requested.
38. The Preliminary Site Plan was revised, as previously requested, so that no more than 15 consecutive parking spaces are provided.
39. Islands have been revised to conform to City standard, typical dimensions are provided on the Preliminary Site Plan.
40. Preliminary curb grades are provided on Sheets 6 and 7 – Grading and Paving Plan. A typical curb detail is provided calling out 4” curbs at parking spaces.
41. Comment noted.
42. Preliminary curb grades are provided on Sheets 6 and 7 – Grading and Paving Plan. A typical curb detail is provided calling out 4” curbs at parking spaces.
43. Angled parking has been dimensions as requested.
44. Soil borings will be performed and provided at Final Site Plan. See attached Exhibit E for onsite borings previously completed.
45. It is noted that retaining walls higher than 48-inches will require a permit from the Building Department.
46. Guardrail requirements for walls exceeding 30-inches in height are noted.

Off-Site Easements

47. It is noted that any off-site utility easements will be required to be executed prior to approval of Final Site Plan.
48. It is noted that an off-site SDFMEA and off-site construction easement will be required for the off-site detention basin.

Landscaping

Landscape Deviations that are Requested for Proposed Layout:

- Lack of Screening Berm Along South Property Line:
 - The property to the south is a vacant, isolated RA parcel that is bounded by RM-1 and OS-1 zoning. The future land use is PD-1 that matches Society Hill. When developed, this parcel will be improved to RM-1 or PD-1 standards and not RA standards. Nonetheless, the proposed screening will be modified to extend the evergreens further west to screen the maintenance/dumpster area and the proposed evergreen species will be changed to provide a better buffer, thereby eliminating the waiver.

- After discussion, we believe this deviation is now supported by City Staff.
- Lack of Greenbelt Berms:
 - Deviation requested.
- Lack of Greenbelt Landscaping and Street Trees for Sections of Both Roads that are Being Preserved:
 - Deviation requested.
- Shortage in Greenbelt Landscaping for 12 ½ Mile Road and Novi North Beyond the Above:
 - City Staff agrees two means of emergency egress are required and therefore no deviation is required.
- Shortage in Greenbelt Subcanopy Trees in Novi South:
 - Deviation requested.
- Shortage in Street Trees in Novi South:
 - Deviation requested.
- Two Bays are 16 Spaces Long Without a Landscape Island:
 - The central islands for Buildings A-C will be converted to greenspace and expanded to meet the minimum 200 S.F., thereby eliminating the waiver.
- Shortage of Foundation Landscaping for Multiple Buildings:
 - See above for buildings A-C.
 - After further clarification with City Staff, Building 13 meets code and no deviation is required.
- Landscape Design Manual Deficiencies:
 - After discussion, the required landscaping will be provided eliminating this deviation.

Landscape Comments:

- Provide original off-site planting plans:
 - Original off-site plantings plan does not exist. Historical planting records are produced through on-site observation, invoices and aerial photography as outlined on the attached Exhibit F.
- Adjacent to residential:
 - The southern evergreen buffer will be extended westward beyond the trash compactor.
- Multi-family unit trees:
 - The number of subcanopy trees will be reduced to meet the 25% maximum.
- Interior roadway trees:
 - The required trees will be revisited using the provided mark-up to verify the correct number of trees are provided.
- Foundation landscaping:
 - Please see the previous comment.
- Plant list:
 - The number of native trees will be increased to meet the 50% requirement. Species will be revised to meet the genus and species requirements. Please see the above comment regarding the percentage of evergreen replacement trees.
- Invasive species:
 - Phragmites exist in the large western wetland. The plan will be revised and provide a removal plan.
- Tree fencing:

- Critical root zones will be shown once the final location of the tree fencing is finalized.
- Wetland mitigation:
 - Please see response from Barr Engineering.
- Proposed utilities:
 - Tree locations will be revised to eliminate lighting conflicts. The existing overhead line at 12 ½ Mile will be removed.
- Proposed topography:
 - The proposed grades will be better delineated showing how they tie off to existing contours.
- Berm requirements:
 - The White Pines will be substituted with a thicker evergreen.
- Canopy deciduous trees between the sidewalk and curb:
 - All existing trees along Novi Road will be shown.
- Interior street landscaping:
 - A graphic will be provided showing what streets are used in the calculations. The plan will be revised as needed.
- Vehicular use:
 - A graphic will be provided showing the areas included in the calculation. The plan will be revised as needed.
- Parking lot perimeter:
 - A graphic will be provided showing the areas included in the calculation. The plan will be revised as needed.
- Snow deposit:
 - Snow storage within parking lots will be shown.
- Plant list:
 - The number of Red Maple will be reduced. The Bowhall Maples will be substituted for a larger canopy species.
- General landscape:
 - A property line setback note will be added to the plans.
- Irrigation:
 - An irrigation plan will be provided at final site plan.

Woodland Comments

1. Regulated Woodlands:
 - a. Notwithstanding the City's regulated woodland map, all trees on the tree survey for the Property are treated as regulated for purposes of removal and mitigation.
 - b. On the City Parcel (southern parcel), the small area of land that is not regulated woodland on the City's regulated woodland map will be revised and included in the removal/mitigation calculations.
 - c. No additional trees are necessary to survey.
2. Removal Standard:
 - a. See L8, 9-12. Any additional mitigation required by updating the regulated tree boundary on the City Parcel will be reflected in a subsequent revision to the preliminary site plan.
3. Woodland Use Permit:

- a. Noted.
4. Approval of Governing Body:
 - a. Approval for tree removal and mitigation will be determined by City Council pursuant to the existing consent judgment.
5. Woodland Replacement:
 - a. Property (northern parcel) - See L9-12. No change required as calculation reflects mitigation requirements under the existing site plan approval.
 - b. City Parcel (southern parcel) - See L8 for City Parcel woodland replacement & mitigation. This will be revised to include the removal of 15 trees (additional mitigation of 19 trees) outside of the City's regulated woodland map boundary.
6. Woodland Mitigation:
 - a. Woodland mitigation to be provided by: (1) previously provided mitigation off-site within the City of Novi (see L1), (2) additional off-site plantings within the City of Novi, (3) on-site plantings, and (4) any remainder paid into the City's tree fund at rates provided at the time under the previously approved site plan.
 - b. The plant list shown on Sheet L-4 are proposed greenbelt trees and not woodland replacement trees.
7. Critical Root Zones:
 - a. On the City Parcel, critical root zones will be provided once the grading limits are finalized. The center of the symbols shown on the tree survey depict the trunk. Critical root zones will be shown with a separate symbol once the grading limits are finalized.
8. Critical Root Zone Mitigation Requirement:
 - a. On the City Parcel, preserved regulated woodlands with impacted critical root zones will be replaced.
9. Tree Survey:
 - a. The tree survey provided on the Property (northern parcel) is reflective of the original site plan submission. Original tags remain in many cases.

Wetlands

Potential Wetlands and Connection

- The areas identified as a potential connection and potential wetlands by Merjent were previously reviewed by Barr, in some cases in the company of EGLE staff, and were not considered wetlands. In response to the April 18, 2024 wetland review by Merjent, Barr staff returned to these areas on May 16, 2024 to perform further investigations in a manner consistent with the Corps of Engineers Wetlands Delineation Manual (USACE 1987) and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2, USACE 2010). The wetland delineation procedures outlined in these manuals require the evaluation of on-site vegetation, soils, and hydrologic characteristics. Based on this evaluation, Barr's previous opinion that these areas do not meet all the criteria to be determined to be wetland was confirmed, as all of these areas are lacking evidence of hydric soils, and some were found to be lacking primary/secondary evidence of hydrology in addition to lack of hydric soils. Draft wetland delineation data sheets were prepared in the field and final versions are enclosed with this letter. The potential connection was also previously reviewed by Barr and EGLE and was determined not to be a

stream but rather to be a surface water connection between Wetlands D, C and B. This surface water connection serves to make these wetlands contiguous with Bishop Creek and therefore regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Wetland Mitigation

- The quantity of wetland mitigation proposed (1.519 acres) is based on impacts to forested, scrub-shrub, and emergent wetland habitats (see Table 1 below). Forested wetland mitigation is being proposed on-site to the extent that is practical due to the sloping nature of the terrain on the subject property. Given there is no opportunity for wetland restoration, wetland creation is proposed in two locations adjoining the large wetland/pond on the west side of the property which is the best available source of hydrology. Insufficient suitable area is available to provide all wetland mitigation on site, however the amount of wetland mitigation proposed is more than a 1 to 1 replacement for no net loss of wetland within the watershed. No known suitable and available wetland mitigation sites within the City and the Rouge River watershed have been identified which is why purchase of EGLE approved wetland mitigation bank credits is proposed.

Table 1: Proposed Wetland Impacts and Wetland Mitigation

Wetland	Size (ac)	Impacts by Habitat Type (ac)			Impact Total (ac)
		Forested	Scrub-Shrub	Emergent	
A	6.888	0	0	0	0
B	1.011	0	0	0	0
C	0.081	0.081	0	0	0.081
D	0.306	0.306	0	0	0.306
E	0.111	0.083	0	0.028	0.111
F	0.264	0	0	0.264	0.264
G	0.027	0.027	0	0	0.027
H	1.251	0	0.058	0	0.058
Totals	9.939	0.497	0.058	0.292	0.847
Mitigation Ratio		2.0	1.5	1.5	1.8
Required Mitigation		0.994	0.087	0.438	1.519
Proposed On-Site Mitigation					0.922
Proposed Wetland Mitigation Bank Credits					0.597

- The full Wetland Response is outlined in Exhibit C.

Traffic

- Please see attached Traffic Memo (Exhibit D) prepared by Fleis & VandenBrink addressing AECOM's Waiver Recommendation and summarized response below:
- F&V Response: There is an approved site plan for this property from 1999 (the "1999 Final Site Plan") that continues to be extended annually as per the 2001 consent judgment (the "Consent Judgement"). As part of the 1999 Final Site Plan a Traffic Impact Study (TIS) was performed for the proposed development plan dated February 12, 1996. This study considered the impact of 300 apartment units and the projected traffic volumes and roadway conditions at site buildout. Additionally, the study evaluated the impact of the development with the following roadway improvements, that have subsequently been completed:

- Novi Road: Widened to 5-lanes
- 12 Mile Road: 4-Lane Divided Blvd.
- The 1999 Final Site Plan and Consent Judgement was approved with the resulting traffic impacts and the scheduled roadway improvements on Novi Road and 12 Mile Road as noted. However, the impact of the development has not been realized, but the Consent Judgement continues to be extended annually in anticipate of this future development.
- At this time, the applicant is looking to proceed with the approval of the revised site plan for Society Hill (the “Revised Preliminary Site Plan”). F&V performed a comparative trip generation analysis to determine the difference between the approved 1999 Final Site Plan (312 units) and the Revised Preliminary Site Plan.
- The revised trip generation analysis is attached and summarized below, and shows that the difference in trip generation between the 1999 Final Site Plan / Consent Judgement and the Revised Preliminary Site Plan is negligible, and below the Novi Thresholds for further evaluation.

TRIP GENERATION COMPARISON SUMMARY

Scenario	Land Use	ITE Code	Amount	Units	Average Daily Traffic (vpd)	AM Peak Hour (vph)			PM Peak Hour (vph)		
						In	Out	Total	In	Out	Total
1999 Final Site Plan	Apartments	220	312	DU	1,978	37	120	157	117	67	184
Revised Preliminary Site Plan	Multi-Family Residential (Mid-Rise)	221	463	DU	2,162	44	148	192	110	71	181
Difference					184	8	33	41	-3	7	4
City of Novi TIA Threshold					500	75			75		
City of Novi TIS Threshold					750	100			100		

External Site Access and Operations:

3a. Comment Noted:

a. A waiver of this requirement is requested at the approach to the gravel 12 ½ Mile Road.

9. The latest version of the R-28-K detail will be provided as requested.

10. The developer will coordinate with the City of Novi for the reconstruction of Novi Road. Novi Road pavement markings and colors will be coordinated with the City at Final Site Plan.

Internal Site Operations:

15b. Additional radius and width dimensions will be provided as requested.

20. Detail will be revised as requested.

24c. The new City of Novi bike rack detail will be provided with 6’ wide path width as requested.

24d. A note stating the height of the bike rack (3’ Required) will be provided as requested.

24e. The new City of Novi bike rack detail will be provided with 6’ wide path width as requested.

26. The latest version of the R-28-K detail will be provided as requested.

Signing and Striping:

33. The sign quantities will be revised to separate the R7-8 and R7-8p as separate signs.

43. The Final Site Plan submittal will provide the requested additional signs for maintaining traffic.

Facade

Facade Materials

- Although Buildings A-E are not classified as "Residential Style Architecture" by ordinance definition, they are part of the overall multi-family residential development. We are requesting a waiver for the Horizontal siding as it is an accent piece to help provide a visual break in the overall exterior design of these buildings while still helping them feel like residential buildings.
- "Standing Seam Metal/ EIFS" - The final material selection in these areas has not been determined, but will be prior to Final Site Plan approval.

Notes to the Applicant

- Inspections:
 - a. Noted.
- RTU Screening:
 - a. Noted, all roof-top equipment will be screened from view and/or demonstrate how it complies with screening via building sections and site studies.

Fire

Comments

- Comment Noted.
- Comment Noted.
- Proposed landscaping plan will be reviewed to confirm a 10' setback from hydrants.
- Comment Noted.
- Secondary Access Drive notes will be revised to 20 ft wide as required. A note will be added to the plans stating the Gravel Emergency Access Roads will be required to support a 35-Ton vehicle.
- The emergency access gate will be relocated as requested adjacent to the public roadway. The signage, mountable curbs and radii will also be revised as requested.
- Comment noted. The developer will coordinate with the City Fire Department to designate fire lanes and signage locations.
- Comment noted.
- The 30' min / 50' max turning radii are shown throughout the plan shown on Sheet 15. The developer will meet with the Fire Marshall to review all areas of concern. All internal road intersections currently meet the 30' / 50' turning radii criteria.
- Comment noted.
- The proposed watermain system, as shown in the Preliminary Site Plan, is a looped water main system with 2 connections to the existing City system. One connection is made to the ex. 24" water main within the 12 ½ Mile Road ROW and the other connection is to the ex. 36" water main within the Novi Road

ROW. The design of the water main system within the development will be completed during Final Site Plan meeting the City and Fire Department pressure and flow requirements.

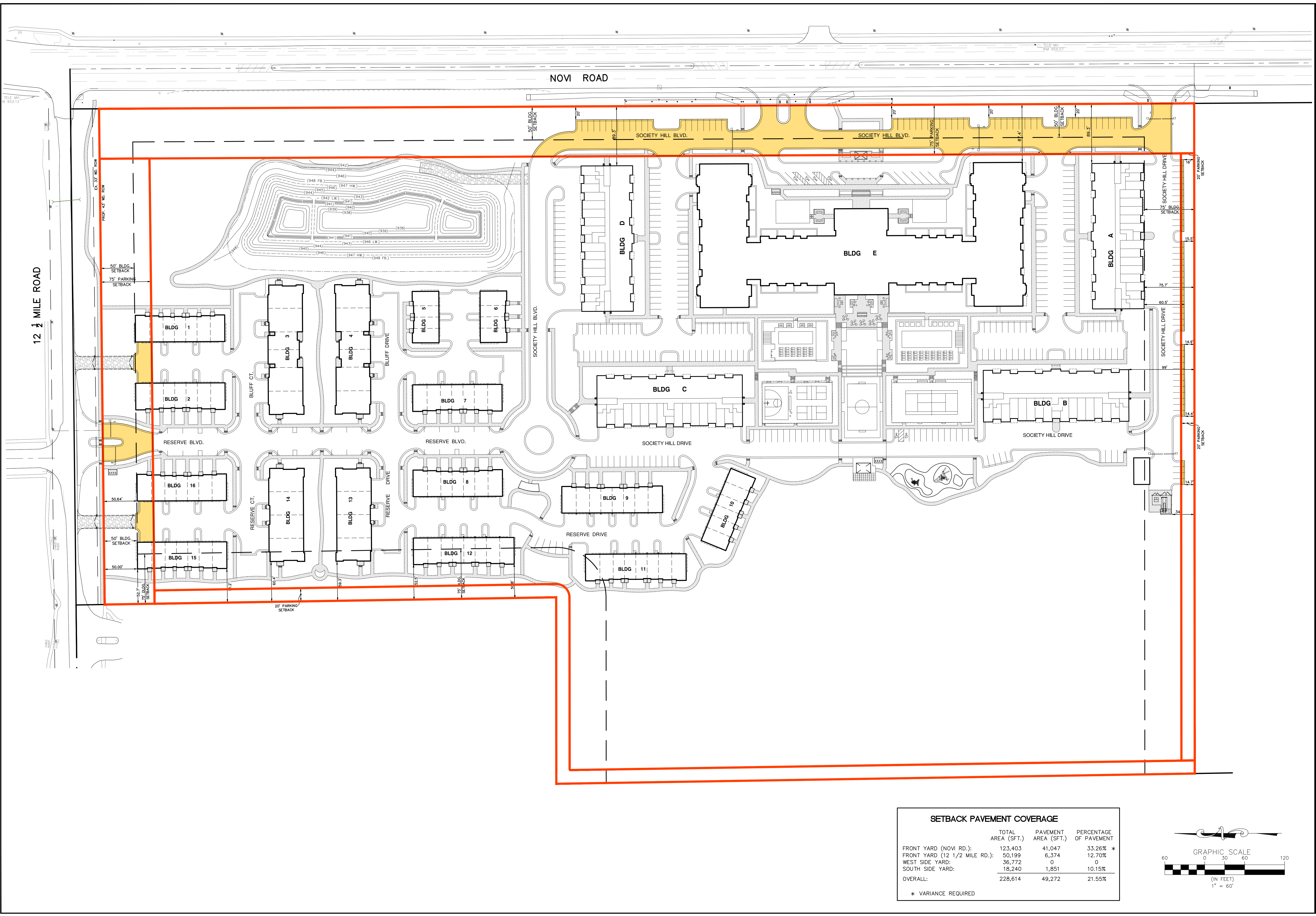
- Comment noted. Details of required interior fire protections systems will be provided at Final Site Plan. Individual shutoffs for interior fire protection will be provided as required.
- Comment noted. Hazardous Chemical Survey received by Fire Department on 4/3/24.

General

1. Comment noted.
2. Comment noted. Notes will be added to the plans as requested.
3. Comment noted. Notes will be added to the plans as requested.
4. Comment noted. Notes will be added to the plans as requested.
5. Comment noted. Notes will be added to the plans as requested.
6. Comment noted.

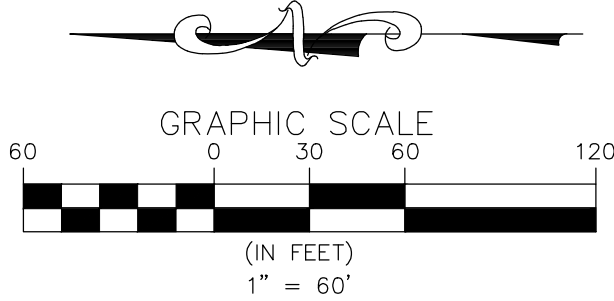
Exhibit A – Kreiger Klatt Setback Calculations

Exhibit B – Seiber Keast Lehner Parking Setback Calculation



SETBACK PAVEMENT COVERAGE			
	TOTAL AREA (SFT.)	PAVEMENT AREA (SFT.)	PERCENTAGE OF PAVEMENT
FRONT YARD (NOVI RD.):	123,403	41,047	33.26% *
FRONT YARD (12 1/2 MILE RD.):	50,199	6,374	12.70%
WEST SIDE YARD:	36,772	0	0
SOUTH SIDE YARD:	18,240	1,851	10.15%
OVERALL:	228,614	49,272	21.55%

* VARIANCE REQUIRED



PROJECT NAME:
SOCIETY HILL

CLIENT INFO:
E AND M HOLDINGS, LLC
JORDAN SASSON
32605 W. TWELVE MILE RD.
SUITE 290
FARMINGTON HILLS, MI 48334

PAGE No.:

PROJECT NUMBER:
23-207

PROJECT MANAGER:
JORDAN SASSON

DESIGNED BY: A.A.

CHECKED BY: R.E.

DATE: 10/30/23

3 WORKING DAYS
BEFORE YOU DIG

CALL 800.487.7777
1-800-800-4877
TO FILE FOR THE LOCATION
OF UNDERGROUND UTILITIES

REV. #

REV. DATE

REVISION INFO.

SEIBER KEASTLE
ENGINEERING | SURVEYING
CLINTON TOWNSHIP OFFICE
17001 TOWNHILL DRIVE, SUITE 3
CLINTON TOWNSHIP, MI 48038
586.412.7050

FARMINGTON HILLS OFFICE
39205 FARMINGTON HILLS RD.
FARMINGTON HILLS, MI 48331
248.308.3331

Exhibit C – Barr Engineering Wetland Response

May 23, 2024

Lindsay Bell, AICP, Senior Planner
City of Novi - Community Development
45175 Ten Mile Road
Novi, MI 48375

Dear Ms. Bell:

Below are our responses to wetland review comments provided by Jason Demoss of Merjent, Inc. in his letter dated April 18, 2024 and to wetland mitigation comments provided by Rick Meader of the City of Novi in his letter dated April 5, 2024.

Potential Wetlands and Connection

The areas identified as a potential connection and potential wetlands by Merjent were previously reviewed by Barr, in some cases in the company of EGLE staff, and were not considered wetlands. In response to the April 18, 2024 wetland review by Merjent, Barr staff returned to these areas on May 16, 2024 to perform further investigations in a manner consistent with the *Corps of Engineers Wetlands Delineation Manual* (USACE 1987) and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2, USACE 2010)*. The wetland delineation procedures outlined in these manuals require the evaluation of on-site vegetation, soils, and hydrologic characteristics. Based on this evaluation, Barr's previous opinion that these areas do not meet all the criteria to be determined to be wetland was confirmed, as all of these areas are lacking evidence of hydric soils, and some were found to be lacking primary/secondary evidence of hydrology in addition to lack of hydric soils. Draft wetland delineation data sheets were prepared in the field and final versions are enclosed with this letter. The potential connection was also previously reviewed by Barr and EGLE and was determined not to be a stream but rather to be a surface water connection between Wetlands D, C and B. This surface water connection serves to make these wetlands contiguous with Bishop Creek and therefore regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Wetland Mitigation

The quantity of wetland mitigation proposed (1.519 acres) is based on impacts to forested, scrub-shrub, and emergent wetland habitats (see Table 1 below). Forested wetland mitigation is being proposed on-site to the extent that is practical due to the sloping nature of the terrain on the subject property. Given there is no opportunity for wetland restoration, wetland creation is proposed in two locations adjoining the large wetland/pond on the west side of the property which is the best available source of hydrology. Insufficient suitable area is available to provide all wetland mitigation on site, however the amount of wetland mitigation proposed is more than a 1 to 1 replacement for no net loss of wetland within the watershed. No known suitable and available wetland mitigation sites within the City and the Rouge River watershed have been identified which is why purchase of EGLE approved wetland mitigation bank credits is proposed.

Table 1: Proposed Wetland Impacts and Wetland Mitigation

Wetland	Size (ac)	Impacts by Habitat Type (ac)			Impact Total (ac)
		Forested	Scrub-Shrub	Emergent	
A	6.888	0	0	0	0
B	1.011	0	0	0	0
C	0.081	0.081	0	0	0.081
D	0.306	0.306	0	0	0.306
E	0.111	0.083	0	0.028	0.111
F	0.264	0	0	0.264	0.264
G	0.027	0.027	0	0	0.027
H	1.251	0	0.058	0	0.058
Totals	9.939	0.497	0.058	0.292	0.847
Mitigation Ratio		2.0	1.5	1.5	1.8
Required Mitigation		0.994	0.087	0.438	1.519
Proposed On-Site Mitigation					0.922
Proposed Wetland Mitigation Bank Credits					0.597

Thank you for your time and attention to these matters. If you have any questions or comments please contact me at wheld@barr.com or 734-558-9288.

Sincerely,

BARR ENGINEERING CO.



Woody L. Held
Senior Environmental Consultant

Enclosures

U.S. Army Corps of Engineers WETLAND DETERMINATION DATA SHEET – Midwest Region See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R	OMB Control #: 0710-0024, Exp:11/30/2024 Requirement Control Symbol EXEMPT: (Authority: AR 335-15, paragraph 5-2a)
--	---

Project/Site: Society Hill City/County: City of Novi/ Oakland County Sampling Date: 5/16/2024

Applicant/Owner: E & M Holdings, LLC; Jordan Sasson State: MI Sampling Point: NW Pot. Wet.

Investigator(s): Woody Held; Fran Thompson; Bill Brodovich Section, Township, Range: Section 10 T01N R08E

Landform (hillside, terrace, etc.): depression Local relief (concave, convex, none): concave

Slope (%): 0 Lat: 42.502316 Long: -83.478620 Datum: WGS

Soil Map Unit Name: Marlette sandy loam, 12 to 18 percent slopes NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No

Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks:	

VEGETATION – Use scientific names of plants.

<table style="width: 100%;"> <tr> <th style="text-align: left;">Tree Stratum</th> <th style="text-align: center;">(Plot size: <u>30'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Acer saccharum</u></td><td></td><td style="text-align: center;">40</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr> <td colspan="2"></td> <td style="text-align: center;">40</td> <td colspan="2" style="text-align: right;">=Total Cover</td> </tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Sapling/Shrub Stratum</th> <th style="text-align: center;">(Plot size: <u>15'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Fraxinus pennsylvanica</u></td><td></td><td style="text-align: center;">50</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACW</td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr> <td colspan="2"></td> <td style="text-align: center;">50</td> <td colspan="2" style="text-align: right;">=Total Cover</td> </tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Herb Stratum</th> <th style="text-align: center;">(Plot size: <u>5'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Carex sparganioides</u></td><td></td><td style="text-align: center;">25</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FAC</td></tr> <tr><td>2. <u>Carex blanda</u></td><td></td><td style="text-align: center;">5</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>3. <u>Toxicodendron radicans</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>4. <u>Brachyelytrum aristosum</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">UPL</td></tr> <tr><td>5. <u>Poa pratensis</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>6. <u>Parthenocissus quinquefolia</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>7. <u>Alliaria petiolata</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>8. <u>Celastrus orbiculatus</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">UPL</td></tr> <tr><td>9. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr> <td colspan="2"></td> <td style="text-align: center;">40</td> <td colspan="2" style="text-align: right;">=Total Cover</td> </tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Woody Vine Stratum</th> <th style="text-align: center;">(Plot size: <u> </u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr> <td colspan="2"></td> <td></td> <td colspan="2" style="text-align: right;">=Total Cover</td> </tr> </table>	Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Acer saccharum</u>		40	Yes	FACU	2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>							40	=Total Cover		Sapling/Shrub Stratum	(Plot size: <u>15'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Fraxinus pennsylvanica</u>		50	Yes	FACW	2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>							50	=Total Cover		Herb Stratum	(Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Carex sparganioides</u>		25	Yes	FAC	2. <u>Carex blanda</u>		5	No	FAC	3. <u>Toxicodendron radicans</u>		2	No	FAC	4. <u>Brachyelytrum aristosum</u>		2	No	UPL	5. <u>Poa pratensis</u>		2	No	FAC	6. <u>Parthenocissus quinquefolia</u>		2	No	FACU	7. <u>Alliaria petiolata</u>		1	No	FAC	8. <u>Celastrus orbiculatus</u>		1	No	UPL	9. <u> </u>					10. <u> </u>							40	=Total Cover		Woody Vine Stratum	(Plot size: <u> </u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u> </u>					2. <u> </u>								=Total Cover		Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B) Prevalence Index worksheet: <table style="width: 100%;"> <tr> <th style="text-align: left;">Total % Cover of:</th> <th style="text-align: left;">Multiply by:</th> </tr> <tr> <td>OBL species <u>0</u></td> <td>x 1 = <u>0</u></td> </tr> <tr> <td>FACW species <u>50</u></td> <td>x 2 = <u>100</u></td> </tr> <tr> <td>FAC species <u>35</u></td> <td>x 3 = <u>105</u></td> </tr> <tr> <td>FACU species <u>42</u></td> <td>x 4 = <u>168</u></td> </tr> <tr> <td>UPL species <u>3</u></td> <td>x 5 = <u>15</u></td> </tr> <tr> <td>Column Totals: <u>130</u> (A)</td> <td><u>388</u> (B)</td> </tr> <tr> <td colspan="2">Prevalence Index = B/A = <u>2.98</u></td> </tr> </table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u>	Total % Cover of:	Multiply by:	OBL species <u>0</u>	x 1 = <u>0</u>	FACW species <u>50</u>	x 2 = <u>100</u>	FAC species <u>35</u>	x 3 = <u>105</u>	FACU species <u>42</u>	x 4 = <u>168</u>	UPL species <u>3</u>	x 5 = <u>15</u>	Column Totals: <u>130</u> (A)	<u>388</u> (B)	Prevalence Index = B/A = <u>2.98</u>	
Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Acer saccharum</u>		40	Yes	FACU																																																																																																																																																																			
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
		40	=Total Cover																																																																																																																																																																				
Sapling/Shrub Stratum	(Plot size: <u>15'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Fraxinus pennsylvanica</u>		50	Yes	FACW																																																																																																																																																																			
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
		50	=Total Cover																																																																																																																																																																				
Herb Stratum	(Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Carex sparganioides</u>		25	Yes	FAC																																																																																																																																																																			
2. <u>Carex blanda</u>		5	No	FAC																																																																																																																																																																			
3. <u>Toxicodendron radicans</u>		2	No	FAC																																																																																																																																																																			
4. <u>Brachyelytrum aristosum</u>		2	No	UPL																																																																																																																																																																			
5. <u>Poa pratensis</u>		2	No	FAC																																																																																																																																																																			
6. <u>Parthenocissus quinquefolia</u>		2	No	FACU																																																																																																																																																																			
7. <u>Alliaria petiolata</u>		1	No	FAC																																																																																																																																																																			
8. <u>Celastrus orbiculatus</u>		1	No	UPL																																																																																																																																																																			
9. <u> </u>																																																																																																																																																																							
10. <u> </u>																																																																																																																																																																							
		40	=Total Cover																																																																																																																																																																				
Woody Vine Stratum	(Plot size: <u> </u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Total % Cover of:	Multiply by:																																																																																																																																																																						
OBL species <u>0</u>	x 1 = <u>0</u>																																																																																																																																																																						
FACW species <u>50</u>	x 2 = <u>100</u>																																																																																																																																																																						
FAC species <u>35</u>	x 3 = <u>105</u>																																																																																																																																																																						
FACU species <u>42</u>	x 4 = <u>168</u>																																																																																																																																																																						
UPL species <u>3</u>	x 5 = <u>15</u>																																																																																																																																																																						
Column Totals: <u>130</u> (A)	<u>388</u> (B)																																																																																																																																																																						
Prevalence Index = B/A = <u>2.98</u>																																																																																																																																																																							
Remarks: (Include photo numbers here or on a separate sheet.)																																																																																																																																																																							

U.S. Army Corps of Engineers WETLAND DETERMINATION DATA SHEET – Midwest Region See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R	OMB Control #: 0710-0024, Exp:11/30/2024 Requirement Control Symbol EXEMPT: (Authority: AR 335-15, paragraph 5-2a)
--	---

Project/Site: Society Hill City/County: City of Novi/ Oakland County Sampling Date: 5/16/2024

Applicant/Owner: E & M Holdings, LLC; Jordan Sasson State: MI Sampling Point: Vernal Pool

Investigator(s): Woody Held; Fran Thompson; Bill Brodovich Section, Township, Range: Section 10 T01N R08E

Landform (hillside, terrace, etc.): depression Local relief (concave, convex, none): concave

Slope (%): 0 Lat: 42.501964 Long: -83.478029 Datum: WGS

Soil Map Unit Name: Marlette sandy loam, 12 to 18 percent slopes NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No

Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks:	

VEGETATION – Use scientific names of plants.

<table style="width: 100%;"> <tr> <th style="text-align: left;">Tree Stratum</th> <th style="text-align: center;">(Plot size: <u>30'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Acer saccharum</u></td><td></td><td style="text-align: center;">70</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>2. <u>Tilia americana</u></td><td></td><td style="text-align: center;">20</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>3. <u>Fagus grandifolia</u></td><td></td><td style="text-align: center;">10</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td style="text-align: center;">100</td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Sapling/Shrub Stratum</th> <th style="text-align: center;">(Plot size: <u>15'</u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Herb Stratum</th> <th style="text-align: center;">(Plot size: <u>5'</u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>6. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>7. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>8. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>9. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Woody Vine Stratum</th> <th style="text-align: center;">(Plot size: <u> </u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table>	Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Acer saccharum</u>		70	Yes	FACU	2. <u>Tilia americana</u>		20	Yes	FACU	3. <u>Fagus grandifolia</u>		10	No	FACU	4. <u> </u>					5. <u> </u>							100	=Total Cover		Sapling/Shrub Stratum	(Plot size: <u>15'</u>)				1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>								=Total Cover		Herb Stratum	(Plot size: <u>5'</u>)				1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>					6. <u> </u>					7. <u> </u>					8. <u> </u>					9. <u> </u>					10. <u> </u>								=Total Cover		Woody Vine Stratum	(Plot size: <u> </u>)				1. <u> </u>					2. <u> </u>								=Total Cover		Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>0</u> (A) Total Number of Dominant Species Across All Strata: <u>2</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>0.0%</u> (A/B) Prevalence Index worksheet: <table style="width: 100%;"> <tr> <th style="text-align: left;">Total % Cover of:</th> <th style="text-align: left;">Multiply by:</th> </tr> <tr> <td>OBL species <u>0</u></td> <td>x 1 = <u>0</u></td> </tr> <tr> <td>FACW species <u>0</u></td> <td>x 2 = <u>0</u></td> </tr> <tr> <td>FAC species <u>0</u></td> <td>x 3 = <u>0</u></td> </tr> <tr> <td>FACU species <u>100</u></td> <td>x 4 = <u>400</u></td> </tr> <tr> <td>UPL species <u>0</u></td> <td>x 5 = <u>0</u></td> </tr> <tr> <td>Column Totals: <u>100</u> (A)</td> <td><u>400</u> (B)</td> </tr> <tr> <td colspan="2">Prevalence Index = B/A = <u>4.00</u></td> </tr> </table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u> </u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u> </u> No <u>X</u>	Total % Cover of:	Multiply by:	OBL species <u>0</u>	x 1 = <u>0</u>	FACW species <u>0</u>	x 2 = <u>0</u>	FAC species <u>0</u>	x 3 = <u>0</u>	FACU species <u>100</u>	x 4 = <u>400</u>	UPL species <u>0</u>	x 5 = <u>0</u>	Column Totals: <u>100</u> (A)	<u>400</u> (B)	Prevalence Index = B/A = <u>4.00</u>	
Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Acer saccharum</u>		70	Yes	FACU																																																																																																																																																																			
2. <u>Tilia americana</u>		20	Yes	FACU																																																																																																																																																																			
3. <u>Fagus grandifolia</u>		10	No	FACU																																																																																																																																																																			
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
		100	=Total Cover																																																																																																																																																																				
Sapling/Shrub Stratum	(Plot size: <u>15'</u>)																																																																																																																																																																						
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Herb Stratum	(Plot size: <u>5'</u>)																																																																																																																																																																						
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
6. <u> </u>																																																																																																																																																																							
7. <u> </u>																																																																																																																																																																							
8. <u> </u>																																																																																																																																																																							
9. <u> </u>																																																																																																																																																																							
10. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Woody Vine Stratum	(Plot size: <u> </u>)																																																																																																																																																																						
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Total % Cover of:	Multiply by:																																																																																																																																																																						
OBL species <u>0</u>	x 1 = <u>0</u>																																																																																																																																																																						
FACW species <u>0</u>	x 2 = <u>0</u>																																																																																																																																																																						
FAC species <u>0</u>	x 3 = <u>0</u>																																																																																																																																																																						
FACU species <u>100</u>	x 4 = <u>400</u>																																																																																																																																																																						
UPL species <u>0</u>	x 5 = <u>0</u>																																																																																																																																																																						
Column Totals: <u>100</u> (A)	<u>400</u> (B)																																																																																																																																																																						
Prevalence Index = B/A = <u>4.00</u>																																																																																																																																																																							
Remarks: (Include photo numbers here or on a separate sheet.)																																																																																																																																																																							

SOIL

Sampling Point: Vernal Pool

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-8	10YR 2/1	100					Loamy/Clayey	
8-13	10YR 5/2	50	10YR 6/8	50	C	M	Loamy/Clayey	Prominent redox concentrations

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators:	Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Coast Prairie Redox (A16)
☐ Histic Epipedon (A2)	☐ Iron-Manganese Masses (F12)
☐ Black Histic (A3)	☐ Red Parent Material (F21)
☐ Hydrogen Sulfide (A4)	☐ Very Shallow Dark Surface (F22)
☐ Stratified Layers (A5)	☐ Other (Explain in Remarks)
☐ 2 cm Muck (A10)	
☐ Depleted Below Dark Surface (A11)	
☐ Thick Dark Surface (A12)	
☐ Sandy Mucky Mineral (S1)	
☐ 5 cm Mucky Peat or Peat (S3)	

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes _____ No <u>X</u>
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one is required; check all that apply)		Secondary Indicators (minimum of two required)	
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)	☐ Drainage Patterns (B10)	
☐ Saturation (A3)	☐ True Aquatic Plants (B14)	☐ Dry-Season Water Table (C2)	
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)	☐ Crayfish Burrows (C8)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)	☐ Stunted or Stressed Plants (D1)	
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)	☒ Geomorphic Position (D2)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☐ FAC-Neutral Test (D5)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)		
☒ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)		

Field Observations: Surface Water Present? Yes _____ No <u>X</u> Depth (inches): _____ Water Table Present? Yes _____ No <u>X</u> Depth (inches): _____ Saturation Present? Yes _____ No <u>X</u> Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes <u>X</u> No _____
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

SOIL

Sampling Point: NW Pot. Wet.

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-8	10YR 3/2	100					Loamy/Clayey	
8-13	10YR 4/6	60	10YR 5/3	30	C	M	Loamy/Clayey	Distinct redox concentrations
			10YR 3/2	10				

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators:	Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Coast Prairie Redox (A16)
☐ Histic Epipedon (A2)	☐ Iron-Manganese Masses (F12)
☐ Black Histic (A3)	☐ Red Parent Material (F21)
☐ Hydrogen Sulfide (A4)	☐ Very Shallow Dark Surface (F22)
☐ Stratified Layers (A5)	☐ Other (Explain in Remarks)
☐ 2 cm Muck (A10)	
☐ Depleted Below Dark Surface (A11)	
☐ Thick Dark Surface (A12)	
☐ Sandy Mucky Mineral (S1)	
☐ 5 cm Mucky Peat or Peat (S3)	

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes _____ No <u>X</u>
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one is required; check all that apply)		Secondary Indicators (minimum of two required)	
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)	☐ Drainage Patterns (B10)	
☐ Saturation (A3)	☐ True Aquatic Plants (B14)	☐ Dry-Season Water Table (C2)	
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)	☐ Crayfish Burrows (C8)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)	☐ Stunted or Stressed Plants (D1)	
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)	☒ Geomorphic Position (D2)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ FAC-Neutral Test (D5)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)		
☐ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)		

Field Observations: Surface Water Present? Yes _____ No <u>X</u> Depth (inches): _____ Water Table Present? Yes _____ No <u>X</u> Depth (inches): _____ Saturation Present? Yes _____ No <u>X</u> Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes <u>X</u> No _____
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers
WETLAND DETERMINATION DATA SHEET – Midwest Region
See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R

OMB Control #: 0710-0024, Exp:11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Project/Site: Society Hill City/County: City of Novi/ Oakland County Sampling Date: 5/16/2024
Applicant/Owner: E & M Holdings, LLC; Jordan Sasson State: MI Sampling Point: E Extension
Investigator(s): Woody Held; Fran Thompson; Bill Brodovich Section, Township, Range: Section 10 T01N R08E
Landform (hillside, terrace, etc.): toeslope Local relief (concave, convex, none): concave
Slope (%): 0 Lat: 42.500998 Long: -83.479192 Datum: WGS
Soil Map Unit Name: Marlette sandy loam; 12 to 18 percent slopes NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)
Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No
Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u>X</u> No <u> </u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks:	

VEGETATION – Use scientific names of plants.

Tree Stratum (Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status
1. <u>Ulmus americana</u>	<u>90</u>	<u>Yes</u>	<u>FACW</u>
2. <u>Acer saccharum</u>	<u>10</u>	<u>No</u>	<u>FACU</u>
3. <u> </u>	<u> </u>	<u> </u>	<u> </u>
4. <u> </u>	<u> </u>	<u> </u>	<u> </u>
5. <u> </u>	<u> </u>	<u> </u>	<u> </u>
	<u>100</u> =Total Cover		
Sapling/Shrub Stratum (Plot size: <u>15'</u>)	Absolute % Cover	Dominant Species?	Indicator Status
1. <u>Zanthoxylum americanum</u>	<u>60</u>	<u>Yes</u>	<u>FACU</u>
2. <u>Fraxinus pennsylvanica</u>	<u>5</u>	<u>No</u>	<u>FACW</u>
3. <u> </u>	<u> </u>	<u> </u>	<u> </u>
4. <u> </u>	<u> </u>	<u> </u>	<u> </u>
5. <u> </u>	<u> </u>	<u> </u>	<u> </u>
	<u>65</u> =Total Cover		
Herb Stratum (Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status
1. <u>Symphyotrichum lateriflorum</u>	<u>10</u>	<u>Yes</u>	<u>FACW</u>
2. <u>Toxicodendron radicans</u>	<u>10</u>	<u>Yes</u>	<u>FAC</u>
3. <u>Glyceria striata</u>	<u>5</u>	<u>No</u>	<u>OBL</u>
4. <u>Carex tenera</u>	<u>5</u>	<u>No</u>	<u>FACW</u>
5. <u>Carex radiata</u>	<u>5</u>	<u>No</u>	<u>FAC</u>
6. <u>Fragaria virginiana</u>	<u>2</u>	<u>No</u>	<u>FACU</u>
7. <u>Barbarea vulgaris</u>	<u>1</u>	<u>No</u>	<u>FAC</u>
8. <u>Carya cordiformis</u>	<u>1</u>	<u>No</u>	<u>FACU</u>
9. <u> </u>	<u> </u>	<u> </u>	<u> </u>
10. <u> </u>	<u> </u>	<u> </u>	<u> </u>
	<u>39</u> =Total Cover		
Woody Vine Stratum (Plot size: <u> </u>)	Absolute % Cover	Dominant Species?	Indicator Status
1. <u> </u>	<u> </u>	<u> </u>	<u> </u>
2. <u> </u>	<u> </u>	<u> </u>	<u> </u>
	<u> </u> =Total Cover		

Dominance Test worksheet:

Number of Dominant Species That Are OBL, FACW, or FAC: 3 (A)

Total Number of Dominant Species Across All Strata: 4 (B)

Percent of Dominant Species That Are OBL, FACW, or FAC: 75.0% (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species <u>5</u>	x 1 = <u>5</u>
FACW species <u>110</u>	x 2 = <u>220</u>
FAC species <u>16</u>	x 3 = <u>48</u>
FACU species <u>73</u>	x 4 = <u>292</u>
UPL species <u>0</u>	x 5 = <u>0</u>
Column Totals: <u>204</u> (A)	<u>565</u> (B)
Prevalence Index = B/A = <u>2.77</u>	

Hydrophytic Vegetation Indicators:

 1 - Rapid Test for Hydrophytic Vegetation

X 2 - Dominance Test is >50%

 3 - Prevalence Index is ≤3.0¹

 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet)

 Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present? Yes X No

Remarks: (Include photo numbers here or on a separate sheet.)

SOIL

Sampling Point: E Extension

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-5	10YR 3/2	100					Loamy/Clayey	
5-16	10YR 5/3	60	10YR 5/6	40	C	M	Loamy/Clayey	Distinct redox concentrations
			10YR 3/2	10				

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators:	Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)
☐ Histic Epipedon (A2)	☐ Sandy Redox (S5)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)
☐ Hydrogen Sulfide (A4)	☐ Dark Surface (S7)
☐ Stratified Layers (A5)	☐ Loamy Mucky Mineral (F1)
☐ 2 cm Muck (A10)	☐ Loamy Gleyed Matrix (F2)
☐ Depleted Below Dark Surface (A11)	☐ Depleted Matrix (F3)
☐ Thick Dark Surface (A12)	☐ Redox Dark Surface (F6)
☐ Sandy Mucky Mineral (S1)	☐ Depleted Dark Surface (F7)
☐ 5 cm Mucky Peat or Peat (S3)	☐ Redox Depressions (F8)

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes _____ No <u>X</u>
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one is required; check all that apply)		Secondary Indicators (minimum of two required)	
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)	☐ Drainage Patterns (B10)	
☐ Saturation (A3)	☐ True Aquatic Plants (B14)	☐ Dry-Season Water Table (C2)	
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)	☐ Crayfish Burrows (C8)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)	☐ Stunted or Stressed Plants (D1)	
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)	☒ Geomorphic Position (D2)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ FAC-Neutral Test (D5)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)		
☐ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)		

Field Observations: Surface Water Present? Yes _____ No <u>X</u> Depth (inches): _____ Water Table Present? Yes _____ No <u>X</u> Depth (inches): _____ Saturation Present? Yes _____ No <u>X</u> Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes <u>X</u> No _____
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers WETLAND DETERMINATION DATA SHEET – Midwest Region See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R	OMB Control #: 0710-0024, Exp:11/30/2024 Requirement Control Symbol EXEMPT: (Authority: AR 335-15, paragraph 5-2a)
--	---

Project/Site: Society Hill City/County: City of Novi/ Oakland County Sampling Date: 5/16/2024

Applicant/Owner: E & M Holdings, LLC; Jordan Sasson State: MI Sampling Point: Hillslope S

Investigator(s): Woody Held; Fran Thompson; Bill Brodovich Section, Township, Range: Section 10 T01N R08E

Landform (hillside, terrace, etc.): hillside Local relief (concave, convex, none): convex

Slope (%): 0 Lat: 42.50050556 Long: -83.47699722 Datum: WGS

Soil Map Unit Name: Marlette sandy loam, 12 to 18 percent slopes NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No

Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks:	

VEGETATION – Use scientific names of plants.

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Tree Stratum</th> <th style="text-align: center;">(Plot size: <u>30'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Tilia americana</u></td><td></td><td style="text-align: center;">30</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>2. <u>Carya cordiformis</u></td><td></td><td style="text-align: center;">25</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FAC</td></tr> <tr><td>3. <u>Acer saccharum</u></td><td></td><td style="text-align: center;">15</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td style="text-align: center;">70</td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Sapling/Shrub Stratum</th> <th style="text-align: center;">(Plot size: <u>15'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Herb Stratum</th> <th style="text-align: center;">(Plot size: <u>5'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Carex tenera</u></td><td></td><td style="text-align: center;">15</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACW</td></tr> <tr><td>2. <u>Toxicodendron radicans</u></td><td></td><td style="text-align: center;">10</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FAC</td></tr> <tr><td>3. <u>Persicaria virginiana</u></td><td></td><td style="text-align: center;">5</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>4. <u>Epilobium hirsutum</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FACW</td></tr> <tr><td>5. <u>Carex blanda</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>6. <u>Geum canadense</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>7. <u>Taraxacum officinale</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>8. <u>Circaea canadensis</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>9. <u>Acer saccharum</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td style="text-align: center;">40</td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Woody Vine Stratum</th> <th style="text-align: center;">(Plot size: <u> </u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table>	Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Tilia americana</u>		30	Yes	FACU	2. <u>Carya cordiformis</u>		25	Yes	FAC	3. <u>Acer saccharum</u>		15	Yes	FACU	4. <u> </u>					5. <u> </u>							70	=Total Cover		Sapling/Shrub Stratum	(Plot size: <u>15'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>								=Total Cover		Herb Stratum	(Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Carex tenera</u>		15	Yes	FACW	2. <u>Toxicodendron radicans</u>		10	Yes	FAC	3. <u>Persicaria virginiana</u>		5	No	FAC	4. <u>Epilobium hirsutum</u>		2	No	FACW	5. <u>Carex blanda</u>		2	No	FAC	6. <u>Geum canadense</u>		2	No	FAC	7. <u>Taraxacum officinale</u>		2	No	FACU	8. <u>Circaea canadensis</u>		1	No	FACU	9. <u>Acer saccharum</u>		1	No	FACU	10. <u> </u>							40	=Total Cover		Woody Vine Stratum	(Plot size: <u> </u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u> </u>					2. <u> </u>								=Total Cover		Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>3</u> (A) Total Number of Dominant Species Across All Strata: <u>5</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>60.0%</u> (A/B) Prevalence Index worksheet: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Total % Cover of:</td> <td style="width: 50%;">Multiply by:</td> </tr> <tr> <td>OBL species <u>0</u></td> <td>x 1 = <u>0</u></td> </tr> <tr> <td>FACW species <u>17</u></td> <td>x 2 = <u>34</u></td> </tr> <tr> <td>FAC species <u>44</u></td> <td>x 3 = <u>132</u></td> </tr> <tr> <td>FACU species <u>49</u></td> <td>x 4 = <u>196</u></td> </tr> <tr> <td>UPL species <u>0</u></td> <td>x 5 = <u>0</u></td> </tr> <tr> <td>Column Totals: <u>110</u> (A)</td> <td><u>362</u> (B)</td> </tr> <tr> <td colspan="2">Prevalence Index = B/A = <u>3.29</u></td> </tr> </table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u>	Total % Cover of:	Multiply by:	OBL species <u>0</u>	x 1 = <u>0</u>	FACW species <u>17</u>	x 2 = <u>34</u>	FAC species <u>44</u>	x 3 = <u>132</u>	FACU species <u>49</u>	x 4 = <u>196</u>	UPL species <u>0</u>	x 5 = <u>0</u>	Column Totals: <u>110</u> (A)	<u>362</u> (B)	Prevalence Index = B/A = <u>3.29</u>	
Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Tilia americana</u>		30	Yes	FACU																																																																																																																																																																			
2. <u>Carya cordiformis</u>		25	Yes	FAC																																																																																																																																																																			
3. <u>Acer saccharum</u>		15	Yes	FACU																																																																																																																																																																			
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
		70	=Total Cover																																																																																																																																																																				
Sapling/Shrub Stratum	(Plot size: <u>15'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Herb Stratum	(Plot size: <u>5'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Carex tenera</u>		15	Yes	FACW																																																																																																																																																																			
2. <u>Toxicodendron radicans</u>		10	Yes	FAC																																																																																																																																																																			
3. <u>Persicaria virginiana</u>		5	No	FAC																																																																																																																																																																			
4. <u>Epilobium hirsutum</u>		2	No	FACW																																																																																																																																																																			
5. <u>Carex blanda</u>		2	No	FAC																																																																																																																																																																			
6. <u>Geum canadense</u>		2	No	FAC																																																																																																																																																																			
7. <u>Taraxacum officinale</u>		2	No	FACU																																																																																																																																																																			
8. <u>Circaea canadensis</u>		1	No	FACU																																																																																																																																																																			
9. <u>Acer saccharum</u>		1	No	FACU																																																																																																																																																																			
10. <u> </u>																																																																																																																																																																							
		40	=Total Cover																																																																																																																																																																				
Woody Vine Stratum	(Plot size: <u> </u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Total % Cover of:	Multiply by:																																																																																																																																																																						
OBL species <u>0</u>	x 1 = <u>0</u>																																																																																																																																																																						
FACW species <u>17</u>	x 2 = <u>34</u>																																																																																																																																																																						
FAC species <u>44</u>	x 3 = <u>132</u>																																																																																																																																																																						
FACU species <u>49</u>	x 4 = <u>196</u>																																																																																																																																																																						
UPL species <u>0</u>	x 5 = <u>0</u>																																																																																																																																																																						
Column Totals: <u>110</u> (A)	<u>362</u> (B)																																																																																																																																																																						
Prevalence Index = B/A = <u>3.29</u>																																																																																																																																																																							
Remarks: (Include photo numbers here or on a separate sheet.)																																																																																																																																																																							

SOIL

Sampling Point: Hillslope S

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-7	10YR 3/2	100					Loamy/Clayey	
7-15	10YR 4/4	100					Loamy/Clayey	

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators:	Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Coast Prairie Redox (A16)
☐ Histic Epipedon (A2)	☐ Iron-Manganese Masses (F12)
☐ Black Histic (A3)	☐ Red Parent Material (F21)
☐ Hydrogen Sulfide (A4)	☐ Very Shallow Dark Surface (F22)
☐ Stratified Layers (A5)	☐ Other (Explain in Remarks)
☐ 2 cm Muck (A10)	
☐ Depleted Below Dark Surface (A11)	
☐ Thick Dark Surface (A12)	
☐ Sandy Mucky Mineral (S1)	
☐ 5 cm Mucky Peat or Peat (S3)	
☐ Sandy Gleyed Matrix (S4)	
☐ Sandy Redox (S5)	
☐ Stripped Matrix (S6)	
☐ Dark Surface (S7)	
☐ Loamy Mucky Mineral (F1)	
☐ Loamy Gleyed Matrix (F2)	
☐ Depleted Matrix (F3)	
☐ Redox Dark Surface (F6)	
☐ Depleted Dark Surface (F7)	
☐ Redox Depressions (F8)	

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed): Type: _____ Depth (inches): _____	Hydric Soil Present? Yes _____ No <u>X</u>
Remarks:	

HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one is required; check all that apply)		Secondary Indicators (minimum of two required)	
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)	☐ Drainage Patterns (B10)	
☐ Saturation (A3)	☐ True Aquatic Plants (B14)	☐ Dry-Season Water Table (C2)	
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)	☐ Crayfish Burrows (C8)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)	☐ Stunted or Stressed Plants (D1)	
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)	☐ Geomorphic Position (D2)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☒ FAC-Neutral Test (D5)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)		
☐ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)		

Field Observations: Surface Water Present? Yes _____ No <u>X</u> Depth (inches): _____ Water Table Present? Yes _____ No <u>X</u> Depth (inches): _____ Saturation Present? Yes _____ No <u>X</u> Depth (inches): _____ (includes capillary fringe)	Wetland Hydrology Present? Yes _____ No <u>X</u>
Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:	
Remarks:	

U.S. Army Corps of Engineers WETLAND DETERMINATION DATA SHEET – Midwest Region See ERDC/EL TR-10-16; the proponent agency is CECW-CO-R	OMB Control #: 0710-0024, Exp:11/30/2024 Requirement Control Symbol EXEMPT: (Authority: AR 335-15, paragraph 5-2a)
--	---

Project/Site: Society Hill City/County: City of Novi/ Oakland County Sampling Date: 5/16/2024

Applicant/Owner: E & M Holdings, LLC; Jordan Sasson State: MI Sampling Point: Hillslope N

Investigator(s): Woody Held; Fran Thompson; Bill Brodovich Section, Township, Range: Section 10 T01N R08E

Landform (hillside, terrace, etc.): Hillside Local relief (concave, convex, none): convex

Slope (%): 0 Lat: 42.500662 Long: -83.477006 Datum: WGS

Soil Map Unit Name: Marlette sandy loam, 12 to 18 percent slopes NWI classification: N/A

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No

Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

SUMMARY OF FINDINGS – Attach site map showing sampling point locations, transects, important features, etc.

Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u> Hydric Soil Present? Yes <u> </u> No <u>X</u> Wetland Hydrology Present? Yes <u> </u> No <u>X</u>	Is the Sampled Area within a Wetland? Yes <u> </u> No <u>X</u>
Remarks:	

VEGETATION – Use scientific names of plants.

<table style="width: 100%;"> <tr> <th style="text-align: left;">Tree Stratum</th> <th style="text-align: center;">(Plot size: <u>30'</u>)</th> <th style="text-align: center;">Absolute % Cover</th> <th style="text-align: center;">Dominant Species?</th> <th style="text-align: center;">Indicator Status</th> </tr> <tr><td>1. <u>Tilia americana</u></td><td></td><td style="text-align: center;">20</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FACU</td></tr> <tr><td>2. <u>Carya cordiformis</u></td><td></td><td style="text-align: center;">20</td><td style="text-align: center;">Yes</td><td style="text-align: center;">FAC</td></tr> <tr><td>3. <u>Acer saccharum</u></td><td></td><td style="text-align: center;">5</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td style="text-align: center;">45</td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Sapling/Shrub Stratum</th> <th style="text-align: center;">(Plot size: <u>15'</u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>3. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>4. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>5. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Herb Stratum</th> <th style="text-align: center;">(Plot size: <u>5'</u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u>Epilobium coloratum</u></td><td></td><td style="text-align: center;">20</td><td style="text-align: center;">Yes</td><td style="text-align: center;">OBL</td></tr> <tr><td>2. <u>Toxicodendron radicans</u></td><td></td><td style="text-align: center;">5</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>3. <u>Geum canadense</u></td><td></td><td style="text-align: center;">2</td><td style="text-align: center;">No</td><td style="text-align: center;">FAC</td></tr> <tr><td>4. <u>Liriodendron tulipifera</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>5. <u>Taraxacum officinale</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>6. <u>Parthenocissus quinquefolia</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACU</td></tr> <tr><td>7. <u>Ulmus americana</u></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">No</td><td style="text-align: center;">FACW</td></tr> <tr><td>8. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>9. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>10. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td style="text-align: center;">31</td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table> <table style="width: 100%;"> <tr> <th style="text-align: left;">Woody Vine Stratum</th> <th style="text-align: center;">(Plot size: <u> </u>)</th> <th></th> <th></th> <th></th> </tr> <tr><td>1. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td>2. <u> </u></td><td></td><td></td><td></td><td></td></tr> <tr><td colspan="2"></td><td></td><td colspan="2" style="text-align: center;">=Total Cover</td></tr> </table>	Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status	1. <u>Tilia americana</u>		20	Yes	FACU	2. <u>Carya cordiformis</u>		20	Yes	FAC	3. <u>Acer saccharum</u>		5	No	FACU	4. <u> </u>					5. <u> </u>							45	=Total Cover		Sapling/Shrub Stratum	(Plot size: <u>15'</u>)				1. <u> </u>					2. <u> </u>					3. <u> </u>					4. <u> </u>					5. <u> </u>								=Total Cover		Herb Stratum	(Plot size: <u>5'</u>)				1. <u>Epilobium coloratum</u>		20	Yes	OBL	2. <u>Toxicodendron radicans</u>		5	No	FAC	3. <u>Geum canadense</u>		2	No	FAC	4. <u>Liriodendron tulipifera</u>		1	No	FACU	5. <u>Taraxacum officinale</u>		1	No	FACU	6. <u>Parthenocissus quinquefolia</u>		1	No	FACU	7. <u>Ulmus americana</u>		1	No	FACW	8. <u> </u>					9. <u> </u>					10. <u> </u>							31	=Total Cover		Woody Vine Stratum	(Plot size: <u> </u>)				1. <u> </u>					2. <u> </u>								=Total Cover		Dominance Test worksheet: Number of Dominant Species That Are OBL, FACW, or FAC: <u>2</u> (A) Total Number of Dominant Species Across All Strata: <u>3</u> (B) Percent of Dominant Species That Are OBL, FACW, or FAC: <u>66.7%</u> (A/B) Prevalence Index worksheet: <table style="width: 100%;"> <tr> <th style="text-align: left;">Total % Cover of:</th> <th style="text-align: left;">Multiply by:</th> </tr> <tr> <td>OBL species <u>20</u></td> <td>x 1 = <u>20</u></td> </tr> <tr> <td>FACW species <u>1</u></td> <td>x 2 = <u>2</u></td> </tr> <tr> <td>FAC species <u>27</u></td> <td>x 3 = <u>81</u></td> </tr> <tr> <td>FACU species <u>28</u></td> <td>x 4 = <u>112</u></td> </tr> <tr> <td>UPL species <u>0</u></td> <td>x 5 = <u>0</u></td> </tr> <tr> <td>Column Totals: <u>76</u> (A)</td> <td><u>215</u> (B)</td> </tr> <tr> <td colspan="2">Prevalence Index = B/A = <u>2.83</u></td> </tr> </table> Hydrophytic Vegetation Indicators: <u> </u> 1 - Rapid Test for Hydrophytic Vegetation <u>X</u> 2 - Dominance Test is >50% <u> </u> 3 - Prevalence Index is ≤3.0¹ <u> </u> 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet) <u> </u> Problematic Hydrophytic Vegetation¹ (Explain) ¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic. Hydrophytic Vegetation Present? Yes <u>X</u> No <u> </u>	Total % Cover of:	Multiply by:	OBL species <u>20</u>	x 1 = <u>20</u>	FACW species <u>1</u>	x 2 = <u>2</u>	FAC species <u>27</u>	x 3 = <u>81</u>	FACU species <u>28</u>	x 4 = <u>112</u>	UPL species <u>0</u>	x 5 = <u>0</u>	Column Totals: <u>76</u> (A)	<u>215</u> (B)	Prevalence Index = B/A = <u>2.83</u>	
Tree Stratum	(Plot size: <u>30'</u>)	Absolute % Cover	Dominant Species?	Indicator Status																																																																																																																																																																			
1. <u>Tilia americana</u>		20	Yes	FACU																																																																																																																																																																			
2. <u>Carya cordiformis</u>		20	Yes	FAC																																																																																																																																																																			
3. <u>Acer saccharum</u>		5	No	FACU																																																																																																																																																																			
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
		45	=Total Cover																																																																																																																																																																				
Sapling/Shrub Stratum	(Plot size: <u>15'</u>)																																																																																																																																																																						
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
3. <u> </u>																																																																																																																																																																							
4. <u> </u>																																																																																																																																																																							
5. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Herb Stratum	(Plot size: <u>5'</u>)																																																																																																																																																																						
1. <u>Epilobium coloratum</u>		20	Yes	OBL																																																																																																																																																																			
2. <u>Toxicodendron radicans</u>		5	No	FAC																																																																																																																																																																			
3. <u>Geum canadense</u>		2	No	FAC																																																																																																																																																																			
4. <u>Liriodendron tulipifera</u>		1	No	FACU																																																																																																																																																																			
5. <u>Taraxacum officinale</u>		1	No	FACU																																																																																																																																																																			
6. <u>Parthenocissus quinquefolia</u>		1	No	FACU																																																																																																																																																																			
7. <u>Ulmus americana</u>		1	No	FACW																																																																																																																																																																			
8. <u> </u>																																																																																																																																																																							
9. <u> </u>																																																																																																																																																																							
10. <u> </u>																																																																																																																																																																							
		31	=Total Cover																																																																																																																																																																				
Woody Vine Stratum	(Plot size: <u> </u>)																																																																																																																																																																						
1. <u> </u>																																																																																																																																																																							
2. <u> </u>																																																																																																																																																																							
			=Total Cover																																																																																																																																																																				
Total % Cover of:	Multiply by:																																																																																																																																																																						
OBL species <u>20</u>	x 1 = <u>20</u>																																																																																																																																																																						
FACW species <u>1</u>	x 2 = <u>2</u>																																																																																																																																																																						
FAC species <u>27</u>	x 3 = <u>81</u>																																																																																																																																																																						
FACU species <u>28</u>	x 4 = <u>112</u>																																																																																																																																																																						
UPL species <u>0</u>	x 5 = <u>0</u>																																																																																																																																																																						
Column Totals: <u>76</u> (A)	<u>215</u> (B)																																																																																																																																																																						
Prevalence Index = B/A = <u>2.83</u>																																																																																																																																																																							
Remarks: (Include photo numbers here or on a separate sheet.)																																																																																																																																																																							

SOIL

Sampling Point: Hillslope N

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)								
Depth	Matrix		Redox Features				Texture	Remarks
(inches)	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-13	10YR 2/1	100					Loamy/Clayey	
13-17	10YR 4/3	60	10YR 3/2	30			Loamy/Clayey	
			10YR 4/6	10				

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains. ²Location: PL=Pore Lining, M=Matrix.

Hydric Soil Indicators:	Indicators for Problematic Hydric Soils ³ :
☐ Histosol (A1)	☐ Coast Prairie Redox (A16)
☐ Histic Epipedon (A2)	☐ Iron-Manganese Masses (F12)
☐ Black Histic (A3)	☐ Red Parent Material (F21)
☐ Hydrogen Sulfide (A4)	☐ Very Shallow Dark Surface (F22)
☐ Stratified Layers (A5)	☐ Other (Explain in Remarks)
☐ 2 cm Muck (A10)	
☐ Depleted Below Dark Surface (A11)	
☐ Thick Dark Surface (A12)	
☐ Sandy Mucky Mineral (S1)	
☐ 5 cm Mucky Peat or Peat (S3)	
☐ Sandy Gleyed Matrix (S4)	
☐ Sandy Redox (S5)	
☐ Stripped Matrix (S6)	
☐ Dark Surface (S7)	
☐ Loamy Mucky Mineral (F1)	
☐ Loamy Gleyed Matrix (F2)	
☐ Depleted Matrix (F3)	
☐ Redox Dark Surface (F6)	
☐ Depleted Dark Surface (F7)	
☐ Redox Depressions (F8)	

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.

Restrictive Layer (if observed):	Hydric Soil Present?
Type: _____	Yes _____ No ☒ X
Depth (inches): _____	

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:			
Primary Indicators (minimum of one is required; check all that apply)		Secondary Indicators (minimum of two required)	
☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)	☐ Surface Soil Cracks (B6)	
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)	☐ Drainage Patterns (B10)	
☐ Saturation (A3)	☐ True Aquatic Plants (B14)	☐ Dry-Season Water Table (C2)	
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)	☐ Crayfish Burrows (C8)	
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)	☐ Saturation Visible on Aerial Imagery (C9)	
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)	☐ Stunted or Stressed Plants (D1)	
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)	☐ Geomorphic Position (D2)	
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)	☐ FAC-Neutral Test (D5)	
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)		
☐ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)		

Field Observations:				Wetland Hydrology Present? Yes _____ No ☒ X
Surface Water Present?	Yes _____ No ☒ X	Depth (inches): _____		
Water Table Present?	Yes _____ No ☒ X	Depth (inches): _____		
Saturation Present?	Yes _____ No ☒ X	Depth (inches): _____		
(includes capillary fringe)				

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

OMB Control #: 0710-0024, Exp:11/30/2024
Requirement Control Symbol EXEMPT:
(Authority: AR 335-15, paragraph 5-2a)

Are climatic / hydrologic conditions on the site typical for this time of year? Yes X No (If no, explain in Remarks.)

Are Vegetation , Soil , or Hydrology significantly disturbed? Are "Normal Circumstances" present? Yes X No

Are Vegetation , Soil , or Hydrology naturally problematic? (If needed, explain any answers in Remarks.)

Hydrophytic Vegetation Present?	Yes <u> X </u>	No <u> </u>	Is the Sampled Area within a Wetland?	Yes <u> </u>	No <u> X </u>
Hydric Soil Present?	Yes <u> </u>	No <u> X </u>			
Wetland Hydrology Present?	Yes <u> X </u>	No <u> </u>			
Remarks:					

Tree Stratum	(Plot size: 30')	Absolute % Cover	Dominant Species?	Indicator Status
1. <i>Populus deltoides</i>		30	Yes	FAC
2. <i>Fraxinus pennsylvanica</i>		20	Yes	FACW
3. _____		_____	_____	_____
4. _____		_____	_____	_____
5. _____		_____	_____	_____
		50	=Total Cover	
Sapling/Shrub Stratum	(Plot size: 15')			
1. <i>Rhamnus cathartica</i>		40	Yes	FAC
2. _____		_____	_____	_____
3. _____		_____	_____	_____
4. _____		_____	_____	_____
5. _____		_____	_____	_____
		40	=Total Cover	
Herb Stratum	(Plot size: 5')			
1. <i>Celastrus orbiculatus</i>		10	Yes	UPL
2. <i>Parthenocissus quinquefolia</i>		5	Yes	FACU
3. <i>Toxicodendron radicans</i>		5	Yes	FAC
4. _____		_____	_____	_____
5. _____		_____	_____	_____
6. _____		_____	_____	_____
7. _____		_____	_____	_____
8. _____		_____	_____	_____
9. _____		_____	_____	_____
10. _____		_____	_____	_____
		20	=Total Cover	
Woody Vine Stratum	(Plot size: _____)			
1. _____		_____	_____	_____
2. _____		_____	_____	_____
		_____	=Total Cover	

Dominance Test worksheet:

Number of Dominant Species That Are OBL, FACW, or FAC: 4 (A)

Total Number of Dominant Species Across All Strata: 6 (B)

Percent of Dominant Species That Are OBL, FACW, or FAC: 66.7% (A/B)

Prevalence Index worksheet:

Total % Cover of:	Multiply by:
OBL species 0	x 1 = 0
FACW species 20	x 2 = 40
FAC species 75	x 3 = 225
FACU species 5	x 4 = 20
UPL species 10	x 5 = 50
Column Totals: 110 (A)	335 (B)
Prevalence Index = B/A = 3.05	

Hydrophytic Vegetation Indicators:

___ 1 - Rapid Test for Hydrophytic Vegetation

X 2 - Dominance Test is >50%

___ 3 - Prevalence Index is ≤3.0¹

___ 4 - Morphological Adaptations¹ (Provide supporting data in Remarks or on a separate sheet)

___ Problematic Hydrophytic Vegetation¹ (Explain)

¹Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic.

Hydrophytic Vegetation Present?

Yes <u>X</u>	No _____
--------------	----------

Midwest – Version 2.0

SOIL

Sampling Point: Southeast**Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)**

Depth (inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type ¹	Loc ²		
0-3	10YR 2/1	100					Loamy/Clayey	
3-16	10YR 3/1	90	10YR 4/3	10			Loamy/Clayey	

¹Type: C=Concentration, D=Depletion, RM=Reduced Matrix, MS=Masked Sand Grains.²Location: PL=Pore Lining, M=Matrix.**Hydric Soil Indicators:**

☐ Histosol (A1)	☐ Sandy Gleyed Matrix (S4)
☐ Histic Epipedon (A2)	☐ Sandy Redox (S5)
☐ Black Histic (A3)	☐ Stripped Matrix (S6)
☐ Hydrogen Sulfide (A4)	☐ Dark Surface (S7)
☐ Stratified Layers (A5)	☐ Loamy Mucky Mineral (F1)
☐ 2 cm Muck (A10)	☐ Loamy Gleyed Matrix (F2)
☐ Depleted Below Dark Surface (A11)	☐ Depleted Matrix (F3)
☐ Thick Dark Surface (A12)	☐ Redox Dark Surface (F6)
☐ Sandy Mucky Mineral (S1)	☐ Depleted Dark Surface (F7)
☐ 5 cm Mucky Peat or Peat (S3)	☐ Redox Depressions (F8)

Indicators for Problematic Hydric Soils³:

☐ Coast Prairie Redox (A16)
☐ Iron-Manganese Masses (F12)
☐ Red Parent Material (F21)
☐ Very Shallow Dark Surface (F22)
☐ Other (Explain in Remarks)

³Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic.**Restrictive Layer (if observed):**
 Type: _____
 Depth (inches): _____

 Hydric Soil Present? Yes _____ No X

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:Primary Indicators (minimum of one is required; check all that apply)

☐ Surface Water (A1)	☐ Water-Stained Leaves (B9)
☐ High Water Table (A2)	☐ Aquatic Fauna (B13)
☐ Saturation (A3)	☐ True Aquatic Plants (B14)
☐ Water Marks (B1)	☐ Hydrogen Sulfide Odor (C1)
☐ Sediment Deposits (B2)	☐ Oxidized Rhizospheres on Living Roots (C3)
☐ Drift Deposits (B3)	☐ Presence of Reduced Iron (C4)
☐ Algal Mat or Crust (B4)	☐ Recent Iron Reduction in Tilled Soils (C6)
☐ Iron Deposits (B5)	☐ Thin Muck Surface (C7)
☐ Inundation Visible on Aerial Imagery (B7)	☐ Gauge or Well Data (D9)
☐ Sparsely Vegetated Concave Surface (B8)	☐ Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

☐ Surface Soil Cracks (B6)
☐ Drainage Patterns (B10)
☐ Dry-Season Water Table (C2)
☐ Crayfish Burrows (C8)
☐ Saturation Visible on Aerial Imagery (C9)
☐ Stunted or Stressed Plants (D1)
<u>X</u> Geomorphic Position (D2)
<u>X</u> FAC-Neutral Test (D5)

Field Observations:

Surface Water Present?	Yes _____	No <u>X</u>	Depth (inches): _____
Water Table Present?	Yes _____	No <u>X</u>	Depth (inches): _____
Saturation Present?	Yes _____	No <u>X</u>	Depth (inches): _____
(includes capillary fringe)			

 Wetland Hydrology Present? Yes X No _____

Describe Recorded Data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Exhibit D – Fleis & VandenBrink Traffic Response

MEMO

VIA EMAIL Jordan@sequelcos.com

To: Jordan Sasson, CEO
Sequel Companies

From: Julie M. Kroll, PE, PTOE
Fleis & VandenBrink

Date: Revised May 17, 2024

Re: Society Hill, Multi-Family Residential Development
Novi, Michigan
Trip Generation Analysis

1 INTRODUCTION

This memorandum presents the results of the Trip Generation Analysis (TGA) for the proposed multi-family residential development in Novi, Michigan. The project site is located generally in the southwest quadrant of the Novi Road & 12-½ Mile Road intersection, as shown in **Figure 1**. The project site is currently undeveloped and will include the construction of a multi-family residential development that includes both apartment and townhome units. There is an approved site plan for this property from 1999 (the “1999 Final Site Plan”) that continues to be extended annually as per the 2001 consent judgement (the “Consent Judgement”).

The purpose of this study is to provide a comparison of the trip generation that was included as part of the 1999 Final Site Plan approval and the revised site plan for Society Hill (the “Revised Preliminary Site Plan”). This TGA memo will also provide a comparison to the City of Novi’s thresholds for requiring a traffic study as outlined in the *City of Novi Site Plan and Development Manual, Chapter 5 – Section 1*.

FIGURE 1: SITE LOCATION MAP



27725 Stansbury Boulevard, Suite 195
Farmington Hills, MI 48334
P: 248.536.0080
F: 248.536.0079
www.fveng.com

2 TRIP GENERATION

A trip generation comparison was performed to evaluate the Revised Preliminary Site Plan as compared to the trip generation performed as part of the 1999 Final Site Plan. The unit type and bedrooms for both the 1999 Final Site Plan and the Revised Preliminary Site Plan are summarized below.

2.1 1999 FINAL SITE PLAN

As part of the 1999 Final Site Plan approval, a Traffic Impact Study (TIS) was performed for the proposed development plan. The TIS was performed by Reid, Cool & Michalski, Inc. and is dated February 12, 1996. The TIS included a projected trip generation for a 300 unit apartment complex development. The 1999 Final Site Plan was approved in the Consent Judgement with 312 units. As part of this approval, the TIS was not updated to reflect this increase in trip generation. For purposes of this analysis the trip generation analysis performed in the 1996 TIS and the projected trip generation associated with the approved 1999 Final Site Plan are summarized in **Table 1**.

TABLE 1: 1999 FINAL SITE PLAN TRIP GENERATION

Scenario	Land Use	ITE Code	Amount	Units	Average Daily Traffic (vpd)	AM Peak Hour (vph)			PM Peak Hour (vph)		
						In	Out	Total	In	Out	Total
1996 Traffic Impact Study	Apartments	220	300	DU	1,902	36	115	151	113	64	177
Calculated ITE Trip Generation Rates (1996 Study)					6.34 trips/DU	24% In	76% Out	0.503 trips/DU	64% In	36% Out	0.590 trips/DU
1999 Final Site Plan	Apartments	220	312	DU	1,978	37	120	157	117	67	184

2.2 MULTI-FAMILY TRIP GENERATION ANALYSIS

The projected trip generation for the proposed development plan was calculated based on the data published by the Institute of Transportation Engineers (ITE) in *Trip Generation Manual, 11th Edition*. The number of weekday peak hour (AM and PM) and daily vehicle trips that would be generated by the proposed townhome units is summarized in **Table 2**.

TABLE 2: REVISED PRELIMINARY SITE PLAN TRIP GENERATION

Land Use	ITE Code	Amount	Units	Average Daily Traffic (vpd)	AM Peak Hour (vph)			PM Peak Hour (vph)		
					In	Out	Total	In	Out	Total
Multi-Family Residential (Mid-Rise)	221	463	DU	2,162	44	148	192	110	71	181

2.3 TRIP GENERATION COMPARISON SUMMARY

The resulting trip generation comparison of the 1999 Final Site Plan and the Revised Preliminary Site Plan summarized in **Table 3** and show that the two development plans show a negligible trip generation difference. Additionally, the trip generation difference between the two site plans is below the City of Novi Threshold for either a Traffic Impact Assessment or a Traffic Impact Study.

TABLE 3: TRIP GENERATION COMPARISON SUMMARY

Scenario	Land Use	ITE Code	Amount	Units	Average Daily Traffic (vpd)	AM Peak Hour (vph)			PM Peak Hour (vph)		
						In	Out	Total	In	Out	Total
1999 Final Site Plan	Apartments	220	312	DU	1,978	37	120	157	117	67	184
Revised Preliminary Site Plan	Multi-Family Residential (Mid-Rise)	221	463	DU	2,162	44	148	192	110	71	181
Difference					184	8	33	41	-3	7	4
City of Novi TIA Threshold					500	75			75		
City of Novi TIS Threshold					750	100			100		

3 CONCLUSIONS

- The results of the trip generation analysis indicates that the projected trip generation difference associated with the Revised Preliminary Site Plan is *below* the City of Novi's threshold for additional traffic analysis.
- The results of the trip generation comparison indicates that there is expected to be a negligible difference in number of trips generated between the 1999 Final Site Plan and the Revised Preliminary Site Plan.

Any questions related to this memorandum should be addressed to Fleis & VandenBrink Engineering.

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Michigan.

Attachments: 1996 TIS Trip Generation Summary

Exhibit E – Soil Borings

SOILS INVESTIGATION
PROPOSED SOCIETY HILLS APARTMENTS
NOVI & 12½ MILE ROADS
NOVI, MICHIGAN

SOLOMON GROUP
32605 WEST 12 MILE ROAD
SUITE 290
FARMINGTON HILLS, MI 48334

JANUARY 31, 1997
BY
MCDOWELL & ASSOCIATES

McDOWELL & ASSOCIATES

21355 Hatcher Avenue
Ferndale, Michigan 48220

Phone: (810) 399-2066
Fax: (810) 399-2157

January 31, 1997

Solomon Group
32605 West 12 Mile Road
Suite 290
Farmington Hills, MI 48334

Job No. 96-597

Attention: Mr. Sasson

Subject: Soils Investigation
Proposed Society Hills Apartments
Novi & 12½ Mile Roads
Novi, Michigan

Gentlemen:

In accordance with your request, we have made a Soils Investigation on the subject project.

Twenty-two (22) Soil Test Borings, designated 1002 through 1023, have been made in the approximate locations staked in the field by your engineers and surveyors. The elevations shown on the boring logs were provided by your engineers and surveyors. Considerable difficulty was encountered in getting to most of the boring locations and it was necessary to utilize light weight equipment. All of the borings were terminated at twenty feet (20'). If it is necessary to extend the two (2) desired borings to forty feet (40'), it will be necessary to provide access for heavier drilling equipment.

Soil descriptions, groundwater observations and the results of field and laboratory test data are to be found on the accompanying Logs of Soil Test Borings.

The soils on this site were predominantly clays. Generally, there was approximately six inches (6") to one foot (1') of topsoil at the surface. At Boring 1011, there was approximately two feet (2') of topsoil at the surface. The clay soils on this site contained varying amounts of silt, sand and pebbles, and often contained seams or layers of granular soils. Identifiable strata of dry granular soils were encountered in Borings 1004, 1009, 1018, 1019 and 1020. Identifiable layers of wet granular soils were encountered in Borings 1002, 1011, 1016, 1017 and 1022.

Groundwater was noted in the majority of the borings and it was noted at depths varying from two feet six inches (2'6") to eighteen feet six inches (18'6"). No groundwater was noted in several of the borings. Where the borings were made in clay soils, the short-term groundwater observations do not provide a reliable indicator of the static water table.

Standard Penetration Tests made during sampling indicate the soils on this site generally have good strengths; however, there are some locations where the strengths are low to moderate. Tests taken at a depth of two feet six inches (2'6") gave results varying from five (5) to thirty (30) blows per foot. The five foot (5') test values ranged from six (6) to sixty (60) blows per foot. At a depth of seven feet six inches (7'6"), the results varied from six (6) to sixty-six (66) blows per foot. At ten feet (10') and below, penetration indices varied from seven (7) to forty-three (43) blows per foot.

It is understood that two story apartment buildings with basements will be constructed on this site. Some of the basements will be of a walkout variety.

The borings indicate the proposed construction can be supported on conventional strip or spread footings. All exterior footings should be constructed at, or below, a frost penetration depth of three feet six inches (3'6") and all footings should be extended through non-engineered fill soils, soils containing appreciable content of organic substances or excessively soft or loose soils.

In the boring locations, foundations placed below a depth of about two feet (2') could generally be proportioned utilizing a design soil pressure of three thousand pounds per square foot (3000 psf). Higher design soil pressures are available at various borings and would be detailed, if desired. At the location of Boring 1012, foundations constructed above a depth of four feet six inches (4'6") should be limited to a design soil pressure of two thousand five hundred pounds per square foot (2500 psf). In the location of Boring 1013, the three thousand pound per square foot (3000 psf) design soil pressure is not available until a depth of about two feet six inches (2'6"). In the location of Boring 1018, foundations constructed above a depth of six feet (6') should be limited to a design soil pressure of one thousand five hundred pounds per square foot (1500 psf). In the location of Boring 1019, foundations constructed above a depth of three feet (3') should be limited to a design soil pressure of one thousand five hundred pounds per square foot (1500 psf). In the location of Boring 1020, foundations constructed above a depth of about six feet six inches (6'6") should be limited to a design soil pressure of two thousand pounds per square foot (2000 psf).

In general, foundations constructed below the topsoil and above the approximate two foot (2') depth should be limited to a design soil pressure of one thousand five hundred pounds per square foot (1500 psf).

It is recommended that all continuous footings be suitably reinforced to minimize or eliminate any noticeable effects of differential settlement.

In areas where fill is required, if an engineered fill is placed to suitably support footings, the footings placed on the engineered fill could be proportioned for a design soil pressure of one thousand five hundred pounds per square foot (1500 psf), or an analysis of individual conditions could be made to evaluate the thickness of the fill, the supporting capacity of the underlying soils and determine if a higher design soil pressure could be used.

Groundwater generally does not appear to present a problem with building construction. Boring 1011 was made at approximately four feet six inches (4'6") above finished basement grade. In this location, wet sand was found at a depth of four feet (4'). A swamp condition exists north of this building at an elevation of about 940. Thus, it seems likely that the groundwater in this layer can readily be drained away. It is recommended that all below grade structures be provided with an adequate drainage system to protect the floors and walls from the possible effects of hydrostatic pressure.

Where concrete floors or floor supporting backfill is to be placed at, or near, the present grade, the topsoil should be removed and the subgrade thoroughly proof-compacted. Where fill or backfill is required to raise the subgrade for concrete floors, it is suggested that clean, well-graded granular soils be used. If clay material is used, it should be placed within three percent (3%) of its optimum moisture content. The fill should be deposited in horizontal lifts not to exceed nine inches (9") in thickness with each lift being compacted uniformly to a minimum density of ninety-five percent (95%) of its maximum value as determined by the Modified Proctor Test (A.A.S.H.T.O. T-180 or A.S.T.M. D-1557). Where relatively shallow fills are placed for the support of lightly loaded floor slabs, the density requirement could be reduced to ninety percent (90%) Modified Proctor.

The upper soils on this site are generally clays and test results indicate them to be well above their probable optimum moisture content. Thus, it should be expected that some drying will be required if this material is to be placed as an engineered fill. It would be highly desirable to do the earthmoving work in the dry summer months.

It is recommended that the services of McDowell & Associates be engaged to observe the soils in the footing excavations prior to concreting in order to test the soils for the required bearing capacities. Testing should be performed to check that suitable materials are being used for controlled fills and that they are properly placed and compacted.

If we can be of any further service, please feel free to call.

Very truly yours,

MCDOWELL & ASSOCIATES

A handwritten signature in cursive script, appearing to read "Robert McDowell".

Robert McDowell, P.E.

RM/dc



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1002

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 966.0

DATE 1-29-97

Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION		Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'10"	Moist black clayey sandy TOPSOIL						
A	2			Stiff moist brown CLAY with few sand seams	3					
UL		4			16.0	132				
	3	6					*	(3500)		
	4									
B	5		4'6"	Compact wet brown medium SAND	4					
UL		5	12.8							
	6		5'6"		8					
	7			Extremely stiff moist brown CLAY with some silt	11					
C		16								
UL	8	23								
	9									
D	10				9					
UL		16								
	11	22								
	12									
	13		12'0"							
	14									
E	15			Stiff moist blue CLAY with trace of silt and pebbles	5					
UL		9								
	16	11								
	17									
	18									
	19									
F	20		20'0"		5					
UL					8					
	21				10					
	22									
	23									
	24									
	25									
TYPE OF SAMPLE			REMARKS:			GROUND WATER OBSERVATIONS				
D - DISTURBED			*Calibrated penetrometer			G.W. ENCOUNTERED AT 4 FT. 6 INS.				
UL - UNDIST. LINER						G.W. ENCOUNTERED AT FT. INS.				
ST - SHELBY TUBE			Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30"; Count Made At 8" Intervals			G.W. AFTER COMPLETION 17 FT. 0 INS.				
SS - SPLIT SPOON						G.W. AFTER HRS. FT. INS.				
RC - ROCK CORE						G.W. VOLUMES light				
() - PENETROMETER										



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1003

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597 LOCATION Novi and 12 1/2 Mile Roads

SURFACE ELEV. 968.0 DATE 1-21-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str %
	1		Moist to frozen dark brown sandy clayey TOPSOIL						
A	2		Stiff moist brown CLAY with trace of silt	2					
UL	3			4	27.4	119		1665	
	3			8			*	(2000)	
	4		Firm moist brown CLAY with some sand and trace of silt						
B	5			2					
UL	6			3	22.6				
	6			4			*	(1000)	
	7								
C	8			8					
UL	9		Extremely stiff moist brown CLAY with trace of sand and pebbles	12					
	10			16					
D	11								
UL	12			8					
	13			15					
	14			18					
	15		Extremely stiff moist blue CLAY with trace of sand and pebbles and occasional wet sand seams						
E	16			7					
UL	17			17					
	18			22					
	19		Extremely stiff moist blue CLAY with some sand and trace of silt						
	20								
F	21								
UL	22			7					
	23			13					
	24			21					
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER				REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals				GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 12 FT. 0 INS G.W. ENCOUNTERED AT FT. INS. G.W. AFTER COMPLETION 15 FT. 0 INS G.W. AFTER HRS. FT. INS G.W. VOLUMES medium	

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. _____

1004

PROJECT Proposed Society Hill ApartmentsJOB NO. 96-597LOCATION Novi and 12¹/₂ Mile RoadsSURFACE ELEV. 959.0DATE 1-21-97Novi, Michigan

Sample # Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		1'0" Moist to frozen black sandy clayey TOPSOIL						
A	2		3'0" Stiff moist brown CLAY with trace of silt	3					
UL				3	20.7	125		3300	
	3			6			*	(5000)	
	4		9'6" Extremely stiff moist brown CLAY with trace of sand and pebbles	7					
B	5			11	16.4	134		7070	
UL				16			*	(9000+)	
	6								
	7			12					
C	8		18'0" Extremely compact moist brown medium SAND	23	9.7	148			
UL				30					
	9								
	10			15					
D	11			13					
UL				18					
	12								
	13								
	14								
E	15			5					
UL				12					
	16			15					
	17		20'0" Stiff moist blue CLAY with some sand						
	18								
	19								
F	20			10					
UL				8					
	21			10					
	22								
	23								
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER			REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT FT INS G.W. ENCOUNTERED AT FT INS G.W. AFTER COMPLETION none FT INS G.W. AFTER HRS. FT INS G.W. VOLUMES				



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1005

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597 LOCATION Novi and 12 1/2 Mile Roads

SURFACE ELEV. 956.0 DATE 1-21-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		Moist to frozen black sandy clayey TOPSOIL						
A	2		Compact moist brown fine to medium SAND with trace of silt	3					
UL				5	14.6				
	3			8					
	4		Stiff moist brown CLAY with trace of silt	6					
B	5			8	19.3				
UL				12			*	(4000)	
	6								
	7			11					
C				20	16.5	132			
UL	8			30					
	9		Extremely stiff moist brown CLAY with trace of sand and pebbles						
	10			13					
D				18					
UL	11			25					
	12								
	13								
	14								
E	15		Extremely stiff moist blue CLAY with trace of sand and pebbles	12					
UL				15					
	16			22					
	17								
	18								
	19								
F	20			7					
UL				15					
	21			22					
	22								
	23								
	24								
	25								
TYPE OF SAMPLE			REMARKS:		GROUND WATER OBSERVATIONS				
O - DISTURBED			*Calibrated penetrometer		G.W. ENCOUNTERED AT				
UL - UNDIST. LINER					G.W. ENCOUNTERED AT				
ST - SHELBY TUBE					G.W. AFTER COMPLETION				
SS - SPLIT SPOON					G.W. AFTER				
RC - ROCK CORE					G.W. VOLUMES				
() - PENETROMETER			Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 8" Intervals		none				



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1006

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 967.5 DATE 1-29-97 Novi, Michigan

Sample # Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'6" Moist dark brown clayey TOPSOIL						
A	2		3'0" Stiff moist brown CLAY with trace of silt and pebbles	3					
UL				4	23.5	120			
	3			6			*	(4000)	
	4			5					
B	5			12	13.1	133			
UL				15			*	(6500)	
	6								
C	7			8					
UL				15					
	8		Extremely stiff moist brown CLAY with some sand and few wet sand seams	22					
	9								
D	10			10					
UL			12'0"	15					
	11			20					
	12								
	13								
	14								
E	15			6					
UL			Extremely stiff moist blue CLAY with trace of sand and pebbles	10					
	16			15					
	17								
	18								
	19								
F	20			8					
UL			20'0"	16					
	21			20					
	22								
	23								
	24								
	25								

TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER	REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 8" Intervals	GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 5 FT 6 INS G.W. ENCOUNTERED AT FT INS G.W. AFTER COMPLETION dry FT INS G.W. AFTER HRS. FT INS G.W. VOLUMES light
---	---	---



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1007

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597 LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 969.5 DATE 1-29-97 Novi, Michigan

Sample # Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		0'6" Moist dark brown clayey TOPSOIL						
A	2		3'0" Stiff moist brown CLAY with trace of silt	4					
UL				5	15.4	133			
	3			8			*	(8000)	
	4								
B	5			10					
UL				15	10.9	136			
	6			20			*	(9000)	
	7			7					
C	8			14					
UL			Extremely stiff moist brown CLAY with trace of sand and pebbles	22					
	9								
D	10			9					
UL				15					
	11			25					
	12								
	13		13'6"						
	14			7					
E	15			9					
UL			Very stiff moist blue CLAY with trace of gravel	14					
	16								
	17								
	18								
	19			7					
F	20			10					
UL			20'0"	12					
	21								
	22								
	23								
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER				REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT FT. INS G.W. ENCOUNTERED AT FT. INS G.W. AFTER COMPLETION FT. INS G.W. AFTER HRS. FT. INS G.W. VOLUMES none			



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1008

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12¹/₂ Mile Roads

SURFACE ELEV. 965.0

DATE 1-29-97

Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION		Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
			0'6"	Moist black sandy clayey TOPSOIL						
	1									
A	2			Firm moist brown CLAY with trace of silt and sand	2					
UL					3	17.2				
	3				5					
	4									
B			4'0"	Very stiff moist brown CLAY with trace of sand and silt	5					
UL	5				9	11.0	143			
	6		6'0"		12			*	(9000)	
C	7			Very stiff moist blue CLAY with few wet sand seams	10					
UL					10	14.4	106			
	8		8'0"		14					
	9									
D					7					
UL	10				12					
					14					
	11									
	12									
	13			Extremely stiff moist blue CLAY with some sand and trace of silt						
	14									
E					7					
UL	15				10					
					14					
	16									
	17									
	18									
	19									
F					7					
UL	20		20'0"		11					
					16					
	21									
	22									
	23									
	24									
	25									
TYPE OF SAMPLE			REMARKS:			GROUND WATER OBSERVATIONS				
D	- DISTURBED		*Calibrated penetrometer			G.W. ENCOUNTERED AT 6 FT 6 INS.				
UL	- UNDIST. LINER					G.W. ENCOUNTERED AT FT INS.				
ST	- SHELBY TUBE		Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30". Count Made At 6" Intervals			G.W. AFTER COMPLETION 10 FT 0 INS.				
SS	- SPLIT SPOON					G.W. AFTER HRS FT INS.				
RC	- ROCK CORE					G.W. VOLUMES light				
()	- PENETROMETER									



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1009

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 961.5

DATE 1-29-97

Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		0'10" Moist black sandy clayey TOPSOIL						
A	2		Stiff moist brown CLAY with trace of silt	3					
UL				4	17.1	127			
	3			6			*	(5000)	
	4		3'6" Very compact moist brown fine SAND with occasional coarse sand seams						
B				6					
UL	5			10	11.4	95			
				14					
	6		5'6"						
C	7			9					
UL				14	13.0	143			
	8			18			*	(9000)	
	9		Extremely stiff moist brown CLAY with few pebbles						
D				9					
UL	10			12					
				18					
	11								
	12								
	13								
	14		14'0"						
E				7					
UL	15			9					
				13					
	16		Very stiff moist blue CLAY with few pebbles						
	17								
	18								
	19								
F			20'0"	7					
UL	20			10					
				12					
	21								
	22								
	23								
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER			REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT FT INS. G.W. ENCOUNTERED AT FT INS. G.W. AFTER COMPLETION FT INS. G.W. AFTER HRS. FT INS. G.W. VOLUMES none				



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1010

PROJECT Proposed Society Hills Apartments

JOB NO. 96-597

LOCATION Novi and 12 1/2 Mile Roads

SURFACE ELEV. 968.0

DATE 1-20-97

Novi, Michigan

Sample # & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'9" Moist black organic silty sandy clayey TOPSOIL						
A	2			7					
UL				8	24.3	121			
	3		Very stiff moist brown silty sandy CLAY with pebbles, some gravel and occasional cobbles	9			*	(4000)	
	4								
B				33/	2"				
UL	5		5'0"		19.9				
	6								
C	7			13					
UL				21					
	8		Extremely stiff moist brown silty sandy CLAY with fine to medium sand seams	21					
	9								
D				12					
UL	10			15					
				26					
	11								
	12								
	13		12'9"						
	14								
E				13					
UL	15			16					
				21					
	16		Extremely stiff moist blue silty sandy CLAY with trace of pebbles and wet fine to medium sand seams @ 18'6"						
	17								
	18								
	19								
F				13					
UL	20			20					
			20'6"	22					
	21								
	22								
	23								
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - Shelby Tube SS - Split Spoon RC - Rock Core P - Penetrometer				REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 18 FT 6 INS G.W. ENCOUNTERED AT FT INS G.W. AFTER COMPLETION 18 FT 6 INS G.W. AFTER HRS. FT. INS. G.W. VOLUMES medium			



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1011

PROJECT Proposed Society Hills Apartments

JOB NO. 96-597 LOCATION Novi and 12 1/2 Mile Roads

SURFACE ELEV. 977.8 DATE 1-20-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		Slightly compact moist dark brown sandy silty TOPSOIL with roots						
A	2		2'0"	2					
UL	3		Firm to stiff moist brown silty sandy CLAY with fine sand seams	4	18.5	118			
	4		4'0"	4					
B	5		Compact wet to moist brown fine SAND with traces of silt, pebbles and gravel	3					
UL	6			3	19.2	128		385	
	7		7'0"	4					
C	8			9					
UL	9			12	13.1	137		12300	
	10		Extremely stiff moist variegated silty sandy CLAY with pebbles and some gravel	12			*	(9000+)	
D	11			19					
UL	12			27					
	13			38					
	14		13'6"						
E	15		Extremely stiff moist variegated silty sandy CLAY	13					
UL	16		14'9"	23					
	17		Extremely stiff moist blue silty sandy CLAY	28					
	18		17'6"						
	19		Very compact wet brown fine to medium SAND						
F	20			9					
UL	21		20'6"	11					
	22			13					
	23		* Boring offset 9' east due truck access, trees and limbs.						
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER				REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals				GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 4 FT 0 INS. G.W. ENCOUNTERED AT 17 FT 6 INS. G.W. AFTER COMPLETION 17 FT 6 INS. G.W. AFTER HRS. FT. INS. G.W. VOLUMES medium cave in	



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1012

PROJECT Proposed Society Hills Apartment

JOB NO. 96-597 LOCATION Novi and 12¹/₂ Mile Roads

SURFACE ELEV. 979.5 DATE 1-20-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F	Dry Den Wt. P.C.F	Unc. Comp. Strength PSF	Str. %
	1		0'8" Moist dark brown sandy clayey TOPSOIL						
A	2			2					
UL	3		Firm moist brown silty sandy CLAY	3	16.3	129		2465	
	4			4			*	(4000)	
B	5		5'0"	3					
UL	6			8	11.6	139		9000	
	7		Extremely stiff moist brown silty CLAY with pebbles and occasional fine sand seams	18			*	(9000+)	
C	8			16					
UL	9		8'6"	34	11.8	139		14990	
	10			32			*	(9000+)	
D	11			10					
UL	12			24					
	13		Extremely stiff moist variegated silty CLAY with sand and pebbles	27					
	14								
E	15			12					
UL	16			24					
	17			36					
	18		17'9"						
	19		Very stiff moist blue silty sandy CLAY with trace of pebbles						
F	20			9					
UL	21		20'6"	10					
	22			13					
	23								
	24								
	25								
TYPE OF SAMPLE				REMARKS:			GROUND WATER OBSERVATIONS		
D - DISTURBED				*Calibrated penetrometer			G.W. ENCOUNTERED AT	FT	INS.
UL - UNDIST. LINER							G.W. ENCOUNTERED AT	FT	INS.
ST - SHELBY TUBE							G.W. AFTER COMPLETION	none	FT INS.
SS - SPLIT SPOON							G.W. AFTER	HRS	FT INS.
RC - ROCK CORE							G.W. VOLUMES		
() - PENETROMETER									
				Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals					

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1013PROJECT Proposed Society Hills ApartmentJOB NO. 96-597LOCATION Novi and 12 1/2 Mile RoadsSURFACE ELEV. 969.0DATE 1-17-97Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'9" Moist dark brown clayey TOPSOIL with roots						
A	2		2'6" ← Firm moist brown silty sandy CLAY with some organics and fine sand seams	2					
UL	3			3	18.6	128			
	4			10					
B	5		4'0" ← Very stiff moist brown silty CLAY with sand and pebbles and occasional wet fine sand seams	9					
UL	6			10	14.6	136		12375	
	7			13			*	(9000+)	
C	8		Very stiff moist variegated silty sandy CLAY with pebbles	6					
UL	9			9	13.8	138		3070	
	10			11			*	(6000)	
D	11		Extremely stiff moist variegated silty sandy CLAY with pebbles and wet fine sand lenses	7					
UL	12			10					
	13			22					
E	14		Extremely sitff moist blue silty sandy CLAY with pebbles	12					
UL	15			15					
	16			24					
F	17		20'6" ←						
UL	18								
	19								
	20			7					
	21			13					
	22			19					
	23								
	24								
	25								
TYPE OF SAMPLE				REMARKS:		GROUND WATER OBSERVATIONS			
D - DISTURBED				*Calibrated penetrometer		G.W. ENCOUNTERED AT 3 FT 6 INS			
UL - UNDIST. LINER						G.W. ENCOUNTERED AT FT INS			
ST - SHELBY TUBE				Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30". Count Made At 6" Intervals		G.W. AFTER COMPLETION dry FT INS			
SS - SPLIT SPOON						G.W. AFTER HRS. FT INS			
RC - ROCK CORE						G.W. VOLUMES light			
() - PENETROMETER									

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'6" Moist dark brown clayey TOPSOIL						
A UL	2		Stiff moist brown silty sandy CLAY with fine to medium sand seams	4 9 20	17.7	128			
	3								
	4		3'6"						
B UL	5		Extremely stiff moist variegated silty CLAY with trace of sand and pebbles and some gravel	18 19 41	12.0	139			
	6								
C UL	7		7'6"	21 31	11.8	134			
	8			33			*	(9000+)	
	9		Extremely stiff moist blue silty CLAY with trace of sand and pebbles						
D UL	10			18 19 24					
	11								
	12		11'6"						
	13								
	14								
E UL	15		Extremely stiff moist blue silty CLAY with sand and pebbles and occasional wet fine to medium sand seams	9 18 26					
	16								
	17								
	18								
	19								
F UL	20			13 18 15					
	21		20'6"						
	22								
	23		* Existing pipe approximately 5' east of boring. Appears to be an old well casing.						
	24								
	25								
TYPE OF SAMPLE D - DISTURBED U/L - UNDIST. LINER S/T - SHELBY TUBE S/S - SPLIT SPOON R/C - ROCK CORE P/N - PI NETROMETER			REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30", Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 14 FT 0 INS. G.W. ENCOUNTERED AT FT INS. G.W. AFTER COMPLETION 18 FT 6 INS. G.W. AFTER HRS FT INS. G.W. VOLUMES light				

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1015PROJECT Proposed Society Hills ApartmentJOB NO. 96-597LOCATION Novi and 12¹/₂ Mile RoadsSURFACE ELEV. 958.5DATE 1-17-97Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION		Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
			0'6"	Moist dark brown sandy clayey TOPSOIL with roots						
	1									
A	2				9					
UL					14	14.8	137		2165	
	3				16			*	(3500)	
	4									
B				Extremely stiff moist variegated silty sandy	10					
UL	5			CLAY with pebbles	16	11.2	137		9000	
	6				18			*	(9000+)	
C	7				8					
UL					13					
	8				15					
	9		9'0"							
D					8					
UL	10			Very stiff moist brown silty sandy CLAY	10					
	11				14					
	12									
	13		12'6"							
	14			Stiff moist blue silty sandy CLAY						
E					5					
UL	15				5					
					9					
	16									
	17		17'0"							
	18			Very stiff moist blue silty sandy CLAY with wet fine sand seams						
	19									
F					8					
UL	20				11					
			20'6"		10					
	21									
	22									
	23									
	24									
	25									
TYPE OF SAMPLE			REMARKS:			GROUND WATER OBSERVATIONS				
U - DISTURBED			*Calibrated penetrometer			G.W. ENCOUNTERED AT 17 FT 0 INS.				
UL - UNDIST. LINER						G.W. ENCOUNTERED AT FT INS.				
ST - SHELBY TUBE						G.W. AFTER COMPLETION 17 FT 6 INS.				
SS - SPLIT SPOON						G.W. AFTER HRS. FT INS.				
RC - ROCK CORE						G.W. VOLUMES light to medium				
() - PENETROMETER			Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30"; Count Made At 6" Intervals							

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1016PROJECT Proposed Society Hill ApartmentsJOB NO. 96-597 LOCATION Novi & 12 1/2 Mile RoadsSURFACE ELEV. 960.0 DATE 1-29-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION		Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str %
	1		1'0"	Moist dark brown sandy clayey TOPSOIL						
A	2		3'0"	Stiff moist brown CLAY with trace of silt	3					
UL		5			28.1	120				
	3				9			*	(4500)	
	4			Firm moist variegated CLAY						
B	5		5'6"		3					
UL		3			21.8					
	6				4					
	7		8'0"	Loose wet brown medium SAND with pebbles	2					
C		3			28.9	116				
UL	8				3			*	(3000)	
	9									
D	10		12'6"	Stiff moist brown sandy CLAY with few coarse sand seams	3					
UL		4								
	11				6					
	12									
	13									
	14		17'0"	Stiff moist blue CLAY with trace of sand and gravel	4					
E	15				6					
UL		8								
	16									
	17									
	18		20'0"	Very stiff moist blue CLAY with trace of sand and gravel						
	19									
F	20				6					
UL			10							
	21		14							
	22									
	23									
	24									
	25									
TYPE OF SAMPLE			REMARKS:			GROUND WATER OBSERVATIONS				
D - DISTURBED			*Calibrated penetrometer			G.W. ENCOUNTERED AT 5 FT. 6 INS				
UL - UNDIST LINER						G.W. ENCOUNTERED AT FT. INS				
ST - SHELBY TUBE			Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30". Count Made At 6" Intervals			G.W. AFTER COMPLETION 5 FT. 6 INS				
SS - SPLIT SPOON						G.W. AFTER HRS. FT. INS				
RC - ROCK CORE						G.W. VOLUMES heavy				
() - PENETROMETER										

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1017PROJECT Proposed Society Hill ApartmentsJOB NO. 96-597LOCATION Novi & 12 1/2 Mile RoadsSURFACE ELEV. 960.5DATE 1-29-97Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str %
	1		0'8" Moist black sandy clayey TOPSOIL						
A	2			4					
UL	3		Stiff moist brown CLAY with trace of silt	5	16.6	120			
	4			8					
B	5		4'0" Very stiff moist variegated CLAY with trace of silt	4					
UL	6			7	20.8	128			
	7			9			*	(9000)	
C	8								
UL	9			5					
	10		8'0" Firm moist variegated CLAY with some silt	7					
D	11			10					
UL	12								
	13		12'0" Compact wet brown coarse SAND & GRAVEL	3					
	14			3	27.6				
E	15			4					
UL	16		14'0" Very stiff moist blue CLAY with some sand	7					
	17								
	18								
	19								
F	20		20'0"	5					
UL	21			10					
	22			12					
	23								
	24								
	25								
TYPE OF SAMPLE			REMARKS:		GROUND WATER OBSERVATIONS				
D - DISTURBED			*Calibrated penetrometer		G.W. ENCOUNTERED AT 12 FT 0 INS.				
UL - UNDIST. LINER					G.W. ENCOUNTERED AT FT INS.				
ST - SHELBY TUBE					G.W. AFTER COMPLETION 7 FT 0 INS.				
SS - SPLIT SPOON					G.W. AFTER HRS. FT INS.				
RC - ROCK CORE					G.W. VOLUMES heavy				
() - PENETROMETER			Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30", Count Made At 6" Intervals						

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1018PROJECT Proposed Society Hill ApartmentsJOB NO. 96-597 LOCATION Novi & 12 1/2 Mile RoadsSURFACE ELEV. 960.5 DATE 1-29-97 Novi, Michigan

Sample # Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F	Dry Den Wt. P.C.F	Unc. Comp. Strength PSF	Str. %
			0'8"						
	1		Moist black sandy clayey TOPSOIL						
A	2		Slightly compact moist brown fine to medium SAND with trace of clay	3	11.1				
UL				3					
	3			3					
			3'0"						
	4		Soft moist brown CLAY with few silty sand seams						
B				3					
UL	5			2	18.5				
			6'0"	6					
	6								
C	7		Firm moist brown sandy CLAY with trace of silt and few wet sand seams	4	16.5				
UL				7					
	8			9					
	9								
D				4					
UL	10			7					
			12'6"	9					
	11								
	12								
	13								
	14		Stiff moist blue CLAY with trace of sand and pebbles	4	10.3	150	*	(1500)	
E				6					
UL	15			8					
	16								
	17								
			20'0"						
	18								
	19			4					
F				6					
UL	20			8					
	21								
	22								
	23								
	24								
	25								
TYPE OF SAMPLE				GROUND WATER OBSERVATIONS					
D - DISTURBED				G.W. ENCOUNTERED AT 8 FT 0 INS.					
UL - UNDIST. LINER				G.W. ENCOUNTERED AT FT INS.					
ST - SHELBY TUBE				G.W. AFTER COMPLETION 10 FT 0 INS.					
SS - SPLIT SPOON				G.W. AFTER HRS FT INS.					
RC - ROCK CORE				G.W. VOLUMES cave In					
P - PENETROMETER									
REMARKS:									
*Calibrated penetrometer									
Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30". Count Made At 6" Intervals									

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

LOG OF SOIL BORING NO. 1019PROJECT Proposed Society Hill ApartmentsJOB NO. 96-597LOCATION Novi & 12¹/₂ Mile RoadsSURFACE ELEV. 962.0DATE 1-29-97Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		1'0" Moist black sandy clayey TOPSOIL						
A UL	2		2'6" Medium compact moist brown medium SAND	2					
	3			2	16.3				
	4			3					
B UL	5			6					
	6			13	11.6	140		9540	
	7		Extremely stiff moist brown CLAY with trace of sand and gravel and occasional wet sand seams	18			*	(9000)	
C UL	8			9					
	9			16					
	10			20					
D UL	11								
	12		12'0"	7					
	13			10					
	14			17					
E UL	15		Stiff moist blue CLAY with trace of sand and silt	4					
	16			7					
	17			11					
	18								
	19								
F UL	20		20'0"	4					
	21			7					
	22			9					
	23								
	24								
	25								
TYPE OF SAMPLE O - DISTURBED UL - UNDIST LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE () - PENETROMETER			REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30"; Count Made At 6" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT 11 FT. 0 INS. G.W. ENCOUNTERED AT FT. INS. G.W. AFTER COMPLETION 6 FT. 0 INS. G.W. AFTER HRS. FT. INS. G.W. VOLUMES heavy				



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1020

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 962.5 DATE 1-29-97

Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'8" Moist black sandy clayey TOPSOIL						
A	2		Very stiff moist brown	2					
UL			CLAY with trace of sand	6	12.7	137			
	3			9			*	(9000)	
	4		3'6"						
B	5		Medium compact moist brown	3					
UL			coarse SAND with trace of	3	16.5				
	6		clay	3					
	7		6'6"						
C	8		Stiff moist brown CLAY with	3					
UL			trace of pebbles	5	13.1	137		8465	
	9		8'0"	7			*	(9000)	
	10								
D	11		Stiff moist brown CLAY with	3					
UL			trace of sand and silt and	5	11.6	146			
	12		occasional wet sand seams	8			*	(4500)	
	13		12'0"						
	14		Stiff moist blue CLAY with						
	15		few wet coarse sand seams						
E	16			3					
UL				6					
	17		16'0"	12					
	18		Extremely stiff moist blue						
	19		silty CLAY with trace of						
	20		gravel						
F	21		20'0"	7					
UL				13					
	22			18					
	23								
	24								
	25								
TYPE OF SAMPLE				REMARKS:					
D - DISTURBED				*Calibrated penetrometer					
UL - UNDIST. LINER									
ST - SHELBY TUBE									
SS - SPLIT SPOON									
RC - ROCK CORE									
I - PENETROMETER				Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30"; Count Made At 6" Intervals					
				GROUND WATER OBSERVATIONS					
				G.W. ENCOUNTERED AT 12 FT 0 INS.					
				G.W. ENCOUNTERED AT FT INS.					
				G.W. AFTER COMPLETION 12 FT 0 INS.					
				G.W. AFTER HRS. FT INS.					
				G.W. VOLUMES medium					



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1021

PROJECT Proposed Society Hill Apartments

JOB NO. 96-597

LOCATION Novi & 12 1/2 Mile Roads

SURFACE ELEV. 961.0

DATE 1-29-97

Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		1'0" Moist black sandy clayey TOPSOIL						
A UL	2		3'0" Stiff moist brown CLAY with trace of sand	2					
	3			5	24.2	118			
	4			6			*	(3000)	
B UL	5		6'0" Extremely stiff moist brown CLAY with trace of silt	7					
	6			10	15.2	138			
	7			18			*	(9000)	
C UL	8		15'0" Very stiff moist brown CLAY with trace of sand and pebbles	5					
	9			10	13.4	134			
	10			15			*	(9000)	
D UL	11		20'0" Stiff moist blue CLAY with trace of sand	9					
	12			17					
	13			22					
E UL	14			4					
	15			6					
	16			15					
	17								
	18								
F UL	19			5					
	20			9					
	21			11					
	22								
	23								
	24								
	25								
TYPE OF SAMPLE D - DISTURBED UL - UNDIST. LINER ST - SHELBY TUBE SS - SPLIT SPOON RC - ROCK CORE P - PENETROMETER			REMARKS: *Calibrated penetrometer Standard Penetration Test - Driving 2" OD Sampler 1' With 140# Hammer Falling 30"; Count Made At 8" Intervals		GROUND WATER OBSERVATIONS G.W. ENCOUNTERED AT FT INS G.W. ENCOUNTERED AT FT INS G.W. AFTER COMPLETION FT INS G.W. AFTER HRS FT INS G.W. VOLUMES none				



McDOWELL & ASSOCIATES
Geotechnical Engineers

LOG OF SOIL BORING NO. 1022

PROJECT Proposed Society Hills Apartment

JOB NO. 96-597 LOCATION Novi and 12¹/₂ Mile Roads

SURFACE ELEV. 959.5 DATE 1-16-97 Novi, Michigan

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str %
			0'6"						
	1		Moist dark brown clayey sandy TOPSOIL with roots						
A	2			3					
UL				3	16.2	133		600	
	3		Stiff moist brown silty sandy CLAY with pebbles and wet silty fine to medium sand seams	5			*	(1000)	
	4								
B			4'6"	10					
UL	5			8	15.1	136		3120	
	6		Very compact wet brown SILT	10			*	(8000)	
			6'0"						
C	7			8					
UL			Extremely stiff moist brown	10	16.9	135		7885	
	8		silty sandy CLAY with wet fine to medium sand seams	10			*	(6000)	
	9								
D			9'10"	9					
UL	10			25					
			Extremely stiff moist	24					
	11		variegated silty sandy CLAY with trace of pebbles						
	12		12'0"						
	13								
			Very compact wet brown						
	14		fine to medium SAND with trace of pebbles	6					
E				12					
UL	15			11					
	16								
	17								
			17'6"						
	18								
			Very stiff moist blue silty						
	19		sandy CLAY with wet fine to medium sand seams						
F				6					
UL	20			12					
			20'6"	8					
	21								
	22								
	23								
	24								
	25								
TYPE OF SAMPLE				REMARKS:		GROUND WATER OBSERVATIONS			
D - DISTURBED				*Calibrated penetrometer		G.W. ENCOUNTERED AT 2 FT 6 INS.			
UL - UNDIST. LINER						G.W. ENCOUNTERED AT FT INS.			
ST - SHELBY TUBE				Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30", Count Made At 5" Intervals		G.W. AFTER COMPLETION 7 FT 0 INS.			
SS - SPLIT SPOON						G.W. AFTER HRS. FT INS.			
RC - ROCK CORE						G.W. VOLUMES medium			
() - PENETROMETER									

**McDOWELL & ASSOCIATES**

Geotechnical Engineers

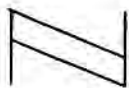
LOG OF SOIL BORING NO. 1023PROJECT Proposed Society Hills ApartmentJOB NO. 96-597LOCATION Novi and 12¹/₂ Mile RoadsSURFACE ELEV. 960.0DATE 1-17-97Novi, Michigan

Sample G. Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows For 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF.	Str. %
	1		0'8" Moist dark brown sandy clayey TOPSOIL with roots						
A	2		← Firm moist brown silty sandy CLAY with fine sand seams	2					
UL	3		2'6" ← Stiff moist variegated silty sandy CLAY with pebbles	3	18.3	128		405	
	4		← Stiff moist variegated silty sandy CLAY with pebbles	5			*	(1000)	
B	5		← Very stiff moist variegated silty sandy CLAY with trace of pebbles	13					
UL	6		5'0" ← Very stiff moist variegated silty sandy CLAY with trace of pebbles	14	13.5	139		5005	
	7			18			*	(5000)	
C	8		Extremely stiff moist brown silty sandy CLAY with pebbles	22	12.2	134			
UL	9			24					
	10		9'0" Extremely stiff moist brown silty sandy CLAY with trace of pebbles	16					
D	11			22					
UL	12			35					
	13		12'6"						
	14								
E	15			12					
UL	16		Extremely stiff moist blue silty sandy CLAY with pebbles	18					
	17			24					
	18								
	19								
F	20			13					
UL	21		20'6"	14					
	22			21					
	23								
	24								
	25								
TYPE OF SAMPLE				REMARKS:		GROUND WATER OBSERVATIONS			
D - DISTURBED				*Calibrated penetrometer		G.W. ENCOUNTERED AT		FT	INS
UL - UNDIST. LINER						G.W. ENCOUNTERED AT		FT	INS
ST - SHELBY TUBE				Standard Penetration Test - Driving 2" OD Sampler 1' With 140 # Hammer Falling 30"; Count Made At 6" Intervals		G.W. AFTER COMPLETION		FT	INS
SS - SPLIT SPOON						G.W. AFTER		FT	INS
RC - ROCK CORE						HRS			
() - PENETROMETER						G.W. VOLUMES			

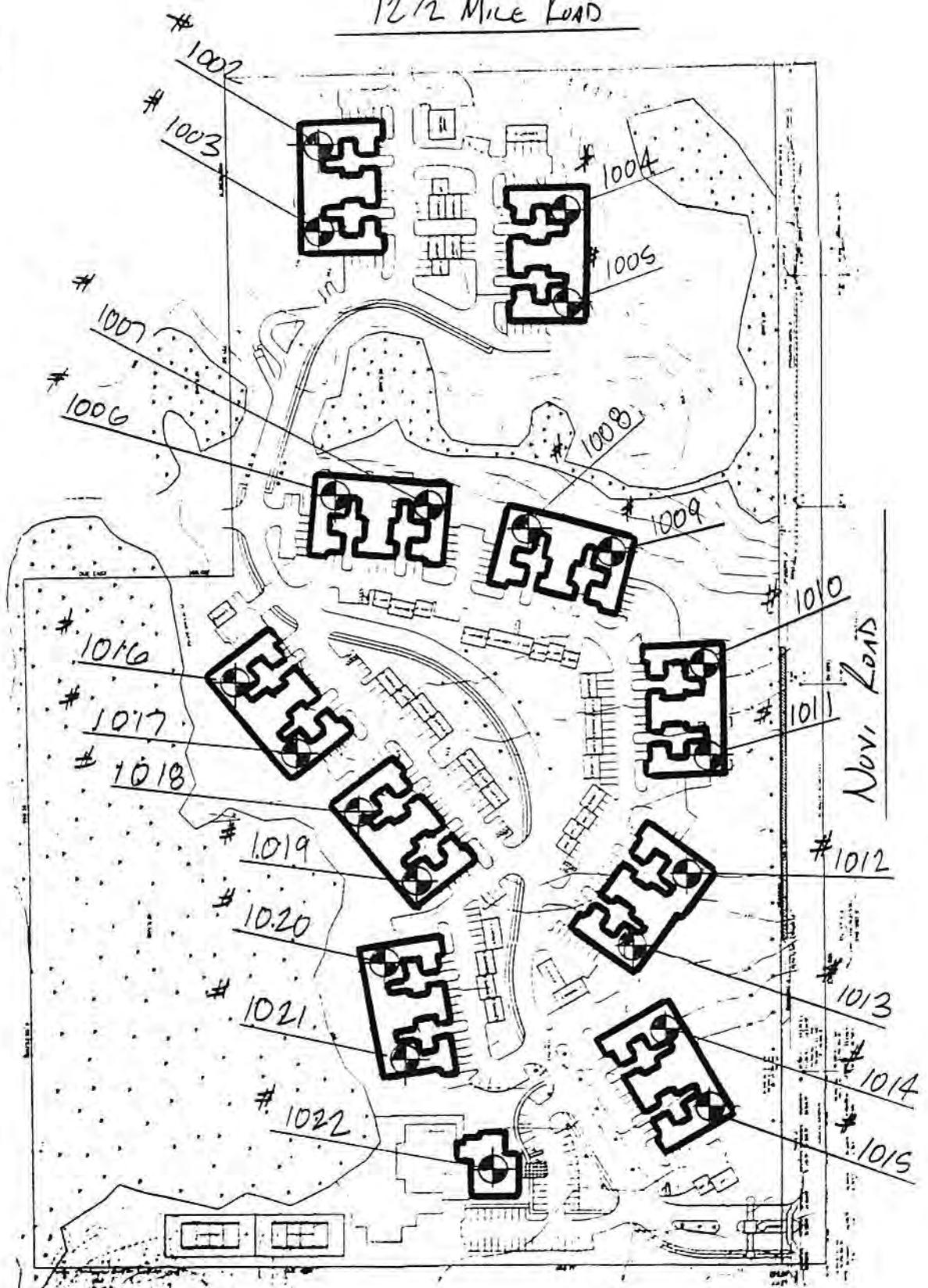
SIEVE ANALYSIS

<u>Boring</u>	<u>Sample</u>	<u>%Passing</u> <u>#4 Sieve</u>	<u>%Passing</u> <u>#10 Sieve</u>	<u>%Passing</u> <u>#40 Sieve</u>	<u>%Passing</u> <u>#100 Sieve</u>	<u>%Passing</u> <u>#200 Sieve</u>
1002	B	93.2	85.0	62.1	30.5	25.5
1005	A	99.2	97.9	94.0	40.7	34.9
1008	A	97.1	91.1	74.4	39.9	36.6
	C	87.2	82.0	69.5	27.8	23.4
1009	B	91.1	82.3	66.7	36.9	34.0
1016	B	99.1	97.5	92.3	61.5	55.8
1017	A	94.9	89.2	67.5	20.6	17.2
1018	A	98.1	94.6	84.1	40.1	34.9
	B	98.7	96.2	92.3	59.1	50.5
	C	99.6	97.7	92.3	59.7	55.9
1019	A	95.0	88.6	66.9	19.1	15.7
1020	B	94.8	87.6	72.2	26.2	21.5

12 1/2 Mile Road



No Scale



Soil Boring Location Plan

#96-597

Exhibit F – Planting Overview

Society Hill
Woodland
Replacement
Summary

Consent Judgment

- D. Replacement of Trees - The City has constructed dirt berming along Arena Drive within the City of Novi adjacent to the River Oaks West apartment development. The River Oaks West Limited Partnership shall have the right to place landscaping and trees on such berming, provided that it shall be responsible for the maintenance of any such landscaping and trees. The City shall otherwise be responsible for the maintenance of the berm. E & M

6

may place any required replacement trees, which cannot be placed on the Society Hill Land or the River Oaks West berm on other land within the City. If replacement trees are to be planted upon other land within the City, E & M shall be responsible for obtaining permission from the underlying property owner.

Letter from City



CITY OF NOVI
45175 West Ten Mile Road
Novi, MI 48375
FORESTRY DEPARTMENT
(248) 347-0585



July 22, 1998

Henry Sasson
The Solomon Group
32605 W. 12 Mile, Suite 290
Farmington Hills, MI 48334

Dear Mr. Sasson,

In our recent conversation, you mentioned the possibility of planting trees on your River Oaks project and receiving Woodland replanting credits for The Society Hills project. This office is in full support of this process, which would be permissible under the Woodlands Ordinance Section 37-8 (e). Since I will be out of town until August 15, 1998 and you requested that the City move as quickly as possible to approve this process, I would recommend you meet with David Bluhm of J.C.K. and Linda Lemke of Linda Lemke & Associates in my absence.

Again I would like to support the process of "tree banking" at River Oaks for Woodland replacement at Society Hill.

Yours truly,

Chris B. Pargoff
Chris B. Pargoff
City Forester

cc: David Bluhm, J.C.K.
Linda Lemke, Linda Lemke & Associates

1999 Site Plan Approval

Woodland Impact Summary

Total Regulated Trees			1,849 Trees
Removal Breakdown			
Size	Total	Ratio	Replacement Req
8"-11.0"	533 Trees	1:1	533 Trees
11.1"-20.0"	458 Trees	2:1	916 Trees
20.1"+	71 Trees	3:1	213 Trees
Trees Removed			1,062 Trees
Replacement Trees Required			1,662 Trees
Replacement Trees Shown			-0- Trees
Interior Street Planting Requirements			
Total Lineal Feet			5,652 l.f.
Trees Required	5,652 ÷ 35		162 Trees
Trees Shown			162 Trees
Novi Road R.O.W. Planting Requirements			
Total Lineal Feet			465 l.f.
Trees Required	465÷ 35		13 Trees
Trees Shown			13 Trees
Unit Planting Requirements			
Total 1st Floor Units			147 Units
Trees Required	147 x 3		441 Trees
Trees Shown			441 Trees
15% Diversity Requirements			
Total Number of Deciduous Trees			437 Trees
Maximum Number of One Species			65.7 Trees
(438 x 15%)			
Maximum Shown (Linden)			66 Trees
Total Number of Evergreen Trees			166 Trees
Maximum Number of One Species			24.9 Trees
(166 x 15%)			
Maximum Shown			24 Trees

Notes:

- Planting Will Occur Between April 1, 1999 to November 15, 1999 or April 1, 2000 to November 2000.
- Beds Shall have 4" Bark Mulch.
- All Landscaped Areas Shall be Irrigated with an Automatic Irrigation System.
- All Islands Shall be Sod.
- All Lawn Areas Shall be Sod.
- Plantings Shall be Installed in Accordance with Ordinance #97-18,133 Section 2509
- No Large Trees, Deciduous and Evergreen, Shall be Planted Within 15' of Closest Overhead Wire.
- Plant Material Shall be Guaranteed for 2 Years.
- All Lawn Trees Shall have 4" Diameter of Mulch 3" from Trunk.
- See Engineering Drawings for Soil Erosion Fencing Locations and Parking Lot Island Drainage Detail.
- Tree Protection Fencing Shall be Installed Prior to Construction Activity.
- Tree and Wetland Identification Performed by Robert Leighton Associates, Inc.
- Remaining Replacement Trees Shall be Planted in the Solomon Group's other Two Novi Projects. The Monetary Value of any Remaining Trees Which cannot be Planted will be Donated to the City.

Summary of Woodland Mitigation Provided to Date

**Note that additional mitigation may be provided off-site*

Replacement Location	Count	Size	Size Multiplier	Building Count	Tree Replacement
Arena Drive/Nick Lidstrom Drive	73	> 14'	2.5		183
River Oaks West Interior Planting					
2005	231	Min	1		231
2007					
Pear Trees	82	4"	1.5		123
Focal Pt Evergreens	47	> 14'	2.5		118
Building Entry Trees (Per Building)					
River Birch	2	> 14'	2	33	132
Red Maple	3	4"	1.5	33	149
Arborvitae	2	10-12'	1.5	33	99
Pear	2	4"	1.5	33	99
Crab	2	2.5"	1	33	66
Highline Club Interior Planting					
Crab	3	4"	1.5		5
Magnolia	2	14'	2		4
Pear	5	3.5"	1.25		6
Spruce	6	14'	2.5		15
Arborvitae	36	Min	1		36
Amalanchier	1	14'	2		2
Total					1266

River Oaks West

2002 Aerial Map
- Phase 1



River Oaks West

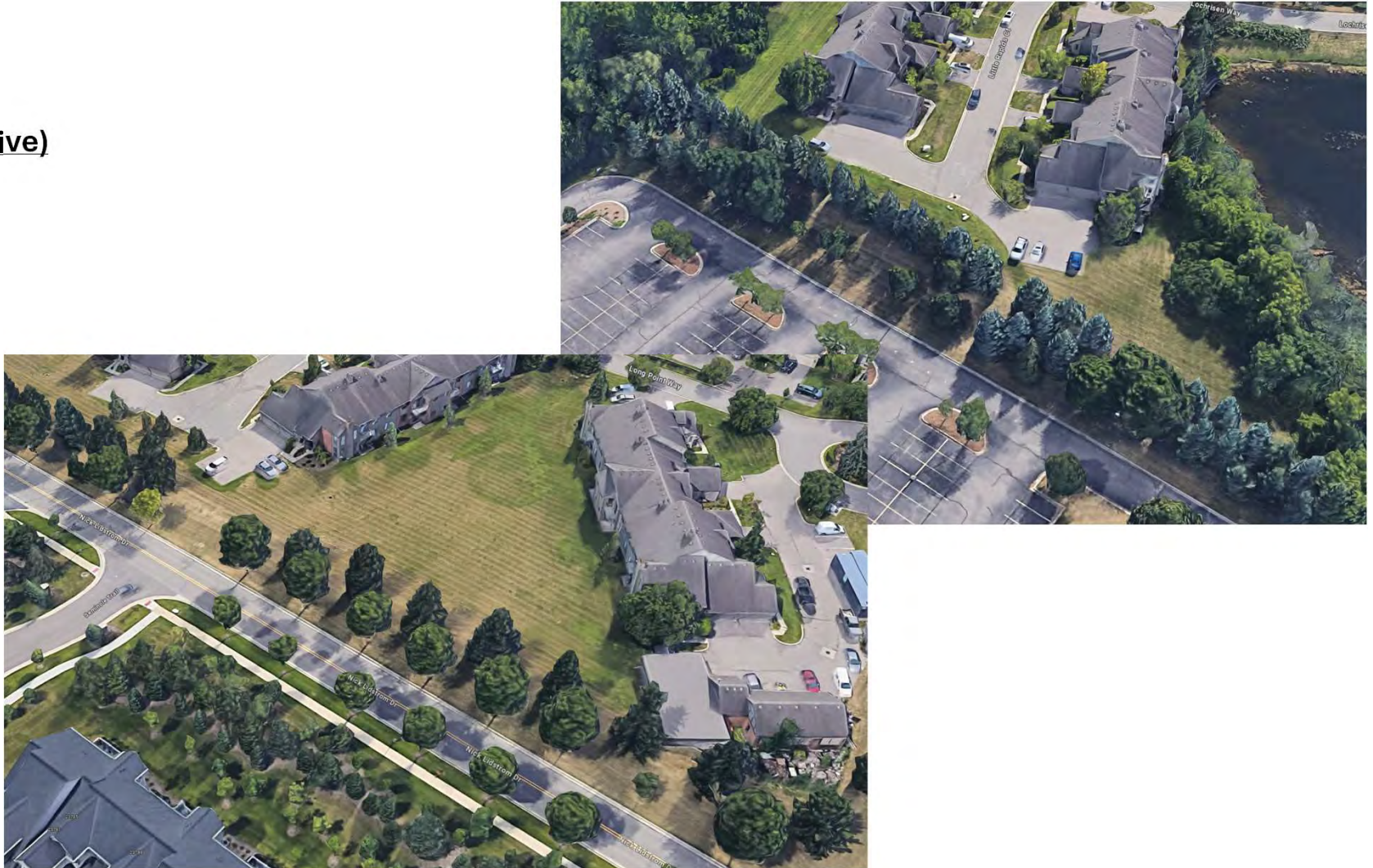
2002 Aerial Map

- Phase 2



Arena Drive Berm **(Nick Lidstrom Drive)**

- 73 trees
- >14' height
- Site survey



River Oaks West **Interior Planting**

2005 Aerial Map

- Compared to 2002 Map
- Phase 1
- 120 trees
- Orange dots only.
- Blue dots are focal pt trees – see next slides



River Oaks West **Interior Planting**

2005 Aerial Map

- Compared to 2002 Map
- Phase 2
- 111 trees
- Orange dots only.
- Blue dots are focal pt trees – see next slides





River Oaks West Interior Planting

Interior Planting

2007 Boulevard
Pear Trees

Pear Trees

- 38 Trees
- 4' caliper
- Phase 1

River Oaks West Interior Planting

2007 Boulevard
Pear Trees

- 44 Trees
- 4' caliper
- Phase 2



River Oaks West **Interior Planting**

2007 Focal Point Trees

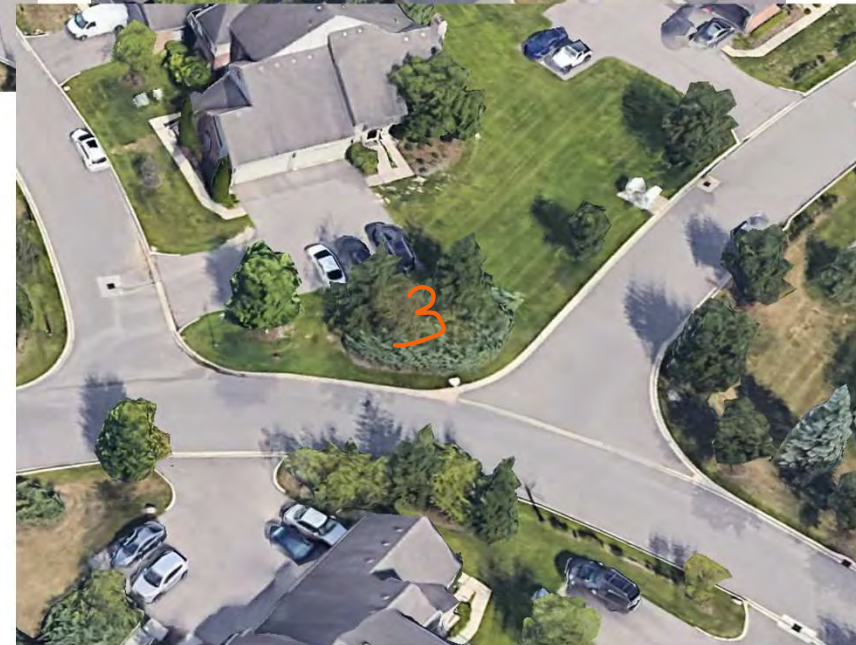
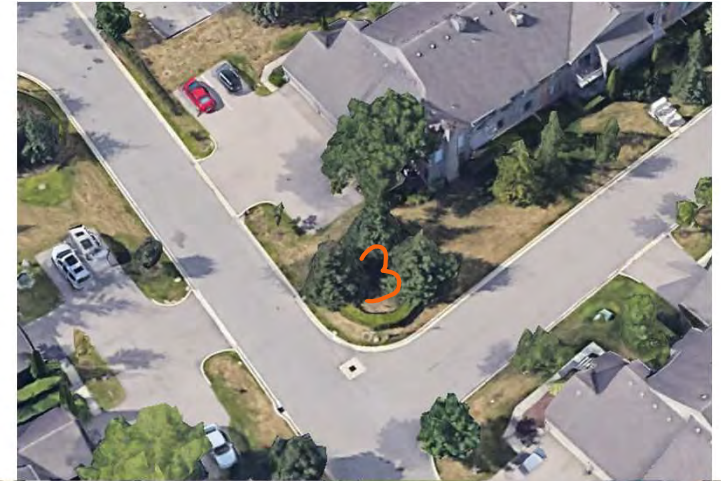
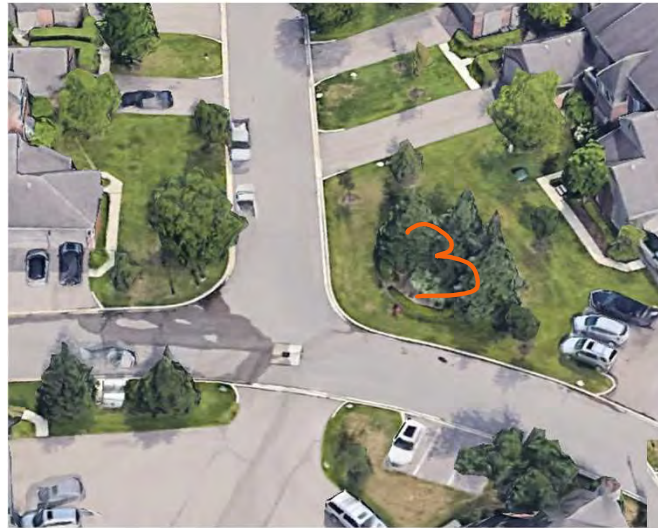
- 35 Trees
- >14' size
- Blue dots on prior page identify locations



River Oaks West **Interior Planting**

2007 Focal Point Trees

- 12 Trees
- >14' size
- Blue dots on prior page identify locations



River Oaks West Interior Planting

2006/2007 Building Entry Trees

- 11 trees x 33 buildings
- 363 trees



Send To:
RO MANAGEMENT, INC
32605 WEST TWELVE MILE R SUITE 290
FARMINGTON HILLS, MI 48334

Project Name:
RIVER OAKS - MODEL
43355 CLIFFSIDE COURT
NOVI, MI 48374

Bid Description: MODEL LANDSCAPE

▶ Pear

Arborvitae

Description	Qty		Unit Price	Total
PLANTINGS				
Autumn Blaze Red Maple 4-4.5"	2	ea.	\$ 550.00	\$ 1,100.00
River Birch Clump 12-14"	2	ea.	\$ 275.00	\$ 550.00
River Birch Clump 14-16"	4	ea.	\$ 340.00	\$ 1,360.00
Clump Serviceberry 8-10"	1	ea.	\$ 265.00	\$ 265.00
Louisa Crab 2-2.5"	2	ea.	\$ 165.00	\$ 330.00
Red Baron Crab 2.5-3"	2	ea.	\$ 205.00	\$ 410.00

A 3D architectural rendering of a large, multi-story building complex with a grey roof. The building is surrounded by lush green landscaping, including various trees and shrubs. A parking lot with several cars is visible in the foreground. The scene is set in a suburban environment with other houses and trees in the background.

Highline Club Interior Planting

- 53 trees

HIGHLINE CLUB COMPARISON PRICING ON PLANT MATERIALS AND LABOR		
QTY	ITEM	CON Size
3	Crabapple - Lancelot	4-4.5"
2	Magnolia - Dr. Merrill	12-14'
5	Bradford Pear	3.5"
6	Colorado Spruce	12-14'
18	Emerald Green Arborvitae	5-6'
18	Emerald Green Arborvitae	6-7'
1	Amalanchier	14-15'
40	Boxwood - Green Mountain	5 gal 24-30"
19	Boxwood - Green Velvet	5 gal 24-30"
46	Hicksi Yew	24-30"
49	Densiformas Yew	24-30"
7	Roses	3 gal
4	Rhododendron	24-30"
55	Pachysandra	48 per flat
--	Labor, Mobilization, Guarantee	--
	SUBTOTAL	
26	Top Soil (including labor)	cy
3	Spagnum Peat (including labor)	cy
35	Double Shredded Bark (including labor)	cy
60	Edging (including labor)	lf
50	Sod (including labor)	yard
3	Egg Rock (including labor)	cy [1cy=1.3tons]
2.5	Shannon Stone (including labor)	cy [1cy=1.3tons]
4	Plastic Weed Barrier (including labor)	
6	Pansy (including labor)	flat
--	Finish Grade, Debris Removal	--
	SUBTOTAL	
	TOTAL	

City of Novi Size Chart

- ii. To encourage a mixture of sizes, additional landscape credit can be given for larger-sized deciduous canopy trees and large evergreen trees as follows for Right-of-Way Greenbelt trees and Parking Lot Perimeter trees. (Upsizing credit is not allowed for woodland replacement trees, street trees or interior parking lot trees.)

Table 11.b.(2)(a).ii

Size	Total Tree Credits *
Large Evergreen Trees	
8' height	1.0
> 8' to 10' height	1.25
>10' to 12' height	1.5
>12' to 14' height	2.0
>14' height	2.5
Deciduous Canopy Trees	
3" caliper	1.0
>3" to 3.5" caliper	1.25
>3.5" to 4.5" caliper	1.5
>4.5" to 5" caliper	1.75
>5" caliper	2.0

* Where greater than minimum size listed above (Table 10.b.(2)(a).i).

Example: a 4" caliper deciduous canopy tree would count as 1.5 required landscape trees. A 13' high evergreen canopy tree would count as 2 required landscape trees.

The total number of trees required may be reduced through the use of these credits by a maximum of 33% (per category) (i.e. the total number of trees provided must be at least 67% of the total number of trees required based on the standard tree size, per category)

PLANNING REVIEW
(Revised 6/11/24)



PLAN REVIEW CENTER REPORT

May 2, 2024

Revised June 11, 2024

Planning Review

Society Hill

JSP24-04

PETITIONER

E & M Holdings, LLC c/a - Sequel

REVIEW TYPE

Revised Consent Judgment Concept Plan

PROPERTY CHARACTERISTICS

Section	10	
Site Location	West of Novi Road, South of 12 ½ Mile Road;	
Site School District	Novi Community School District	
Site Zoning	RM-1 Low Density Multiple Family with PD-1 Option	
Adjoining Zoning	North	R-1 One Family Residential
	East	R-1 One Family Residential
	West	RM-1 Low Density Multiple Family
	South	RA – Residential Acreage
Current Site Use	Vacant	
Adjoining Uses	North	Single Family Subdivision
	East	Cemetery
	West	Multiple Family Residential
	South	Vacant
Site Size	33.89 acres	
Plan Date	March 25, 2024	

PROJECT SUMMARY & HISTORY

The applicant is proposing changes to the Society Hill development that was originally approved in 1999. Society Hill is associated with a 2001 Consent Judgment with the City. The Consent Judgment states that the site plan approved in 1999 was to remain in effect for 5 years from the date of execution, after which time the applicant would need to seek approval annually from City Council to extend the final Site Plan approval. Each year since 2006 the applicant has requested, and City Council has granted, the site plan extension, so the 1999 site plan remains an approved project that could be built.

The applicant has submitted a new Concept plan for review by City Council to consider amending the Consent Judgment. Like the 1999 Plan, the new proposal for the development of the 33.89-acre property west of Novi Road and south of 12 ½ Mile Road is proposed to utilize the existing RM-1 Low Density Multiple Family zoning with the available Planned Development Option (PD-1) as designated on the Future Land Use Map. The current Concept Plan includes 463 units in mid-rise apartment buildings and attached townhouses. The five apartment buildings would each be 5-stories tall (including ground level parking), with a total of 363 apartments ranging in size from 617 square foot studios to 1,329 square foot three-bedroom units. Sixteen townhome buildings on the north side of the site would have 100 residences with garages – 80 of those in three-story buildings and 20 in 2.5-story buildings. Sixteen of the townhome units would provide a ground floor primary bedroom suite.

Indoor and outdoor amenities are proposed for the residents of the site. The central building (E) contains 15,000 square feet of indoor space for a fitness center, spa facilities, café/bistro, community lounge, co-working space, conference rooms, community kitchen with dining area, library, and an indoor/outdoor terrace on the top floor overlooking the outdoor space. The outdoor amenities consist of two pools, a turf soccer field, tennis courts, sports court, pickleball courts, playground areas, dog park, and over two miles of walking path through the site.

COMPARISON OF 1999 PLAN TO CURRENT PLAN

The following chart gives a side-by-side comparison of the 1999 Plan to the Current Plan.

	1999 Plan (Existing Development Approval)	Current Plan (Proposed Development)
Zoning	RM-1 Low Density Multiple Family with PD-1 Option	RM-1 Low Density Multiple Family with PD-1 Option
Land Area	33.89 acres	33.89 acres
Number of Buildings	23	21
Number of Units	312	463
Room Count	1,264	1,359
Average Unit Size	1,758 square feet	1,220 square feet
Lot Coverage	Not known	14.84%
Building Height	2 and 3 story	5 stories
Number of Parking Spaces	693	942
Parking Ratio	2.22 spaces/unit	2.03 spaces/unit
Wetland Impacts	0 acres	0.847 acres
Wetland Mitigation	N/A	0.923 acres on-site Some off-site/payment (needs clarification)
Woodland Impacts	1,062 trees	1,338 trees (82 are off-site on City-owned parcel)
Stormwater Management	All on-site	On-site and Use of City-owned parcel 22-10-400-005
Usable Open Space	~ 1 acre programmed outdoor 0% of units had private outdoor space	6.64 acres programmed outdoor 98% of units have private outdoor space
Traffic Impact	1,978 trips per day (Adjusted baseline of 1996 Traffic Study)	2,162 trips per day (per 5/24/24 F&V Trip Generation Analysis)
Curb cuts	1 on Novi Road, 1 on Twelve ½ Mile Road	2 on Novi Road, 1 on Twelve ½ Mile + 2 emergency access points

STATEMENT REGARDING PROCESS, APPLICABLE ORDINANCES, AND PROPOSED DEVIATIONS

This review uses the standards and requirements of the current ordinances throughout. It also follows the language of the most recent "process" document that Community Development Department received from the City Attorney's office, which indicated that it is the "last round" of revisions circulated between the City Attorney's office and the applicant's counsel. (That document, we are told, fully took into consideration the existence of the 2001 Consent Judgment between the applicant and the City.)

Under that process, what has been submitted by the applicant is not considered to be an "amendment" to the existing site plan but a new preliminary site plan. That is not only because it includes some significant changes in the basic use, layout, access, and engineering/environmental features of the plan such that any plan on any other property would be processed by the city as a "new" plan as opposed to just an amended plan. It is also because, as a practical matter, there is no mechanism to grant the relief requested by the applicant in the 1997-era zoning and land use ordinances through just a "site plan amendment."

When the applicant got its site plan approved in 1999, it also secured various Planning Commission waivers and ZBA variances. This new site plan includes some of the aspects that got such relief. However, it also includes several **new** aspects that now require new relief, or new deviations. These include, for example: the maximum length of buildings; building setbacks; parking setbacks; yard setback area; number of parking spaces; building setbacks from parking; and landscaping requirements. (There may also be others.) The new plan also does not include aspects that were stated conditions of approval for the 1999 Plan, specifically the animal crossing culvert.

According to the City Attorney's office, the Planning Commission did not have authority in 1997 to grant any of that relief. The ZBA *could* grant that relief, theoretically, but we understand from the applicant that they prefer not to go to any board or commission other than the City Council.

So, if the applicant is looking for relief from the *City Council* as part of a plan review process, that could presumably only come through a revision to the Consent Judgment (or possibly the authority under the PD option to grant such deviations, which was added to the PD Ordinance in 2005). Assuming that is the case, it only makes sense for the overall application to be reviewed under the current ordinance standards, so that the City Council can know the full extent of the requested deviations.

This also seems appropriate since the 1999 site plan had no wetlands impacts, and now there are some, and because the new site plan requests to use a significant area of City-owned land, which was not part of the previous site plan.

RECOMMENDATION

Staff recommends conditional approval of the Concept Plan to move forward. As noted, under the above process, the plan will not go to the Planning Commission but will be reviewed by the City Council, and the granting of any deviations will be part of the Consent Judgment amendment process (following a public hearing). Staff recommends that the plan move forward to an initial review by the City Council, subject to conditions/comments as noted below and in the staff and consultant reports.

ORDINANCE REQUIREMENTS/DEVIATIONS

This project was reviewed for conformance with the Zoning Ordinance with respect to Article 3 (RM-1 Low Density Low-Rise Multiple-Family Residential District, Planned Development Options), Section 3.6 (Notes to District Standards), Article 5 and Article 6 and any other applicable provisions of the Zoning Ordinance. Items in **bold** below must be addressed by the applicant or the City Council.

1. Maximum Length of Buildings (Sec. 3.8.2.C): The ordinance states building lengths cannot exceed 180 feet. If exceeded, the ordinance allows the Planning Commission to modify the length requirement up to 360 feet if there are recreational or social common areas with a minimum capacity of 50 persons within the building and if building setbacks are increased an additional foot for each 3 foot of building length over 180. Buildings A, B, C, D, E, 3 and 4 each exceed 180 feet. No additional building setbacks are proposed to offset the building lengths. Building E, at 492 feet, also exceeds the maximum length of 360 feet. Only building E appears to have the recreational or social common areas with a minimum capacity of 50 persons. All buildings in the 1999 Plan complied with maximum length. **City Council approval of the deviation in building lengths would be required.**
2. Shoreline Setbacks (Sec 3.31.6.B.iv.e): “A minimum yard setback of 100 feet shall be provided from any lake shoreline including natural or manmade water bodies. Stormwater retention facilities shall be considered as shoreline when they are designed and developed as an integral part of the site’s landscaped open space.” The site plan locates several buildings, drive aisles and parking areas within about 50 feet of Wetland A and the northeastern stormwater basin. **City Council would need to approve the deviations from this requirement, or the site layout would need to be reconfigured to comply.**
3. Building Setbacks (Sec. 3.1.7.D): Along the western property line, buildings are 50 to 60-feet from the property line rather than the required 75 feet. It appears that all buildings in the 1999 Plan complied with building setbacks. **City Council would need to approve the deviations for the 5 buildings near the western property line.**
4. Parking Setbacks (Sec. 3.6.2.B): A minimum parking setback of 20 feet is required from interior side and rear lot lines, and front/exterior parking setbacks are to comply with the minimum building setback. For Novi Road, that would be 75 feet. In the 1999 Plan the parking complied with setback requirements. **City Council would need to approve the deviations to allow parking within 14.4 feet along the south side of the property, and 20 feet along Novi Road.**
5. Building Orientation (Sec. 3.8.2.D): A Zoning Ordinance deviation is requested to revise the required minimum orientation for buildings along the perimeter of the property from 45 degrees for Buildings A, 12 and 15. In the 1999 Plan, it appears 4 buildings would not have met the minimum required orientation to the property line. **This deviation is supported as it allows a more efficient use of space, and therefore potentially less disturbance of natural features. City Council would need to approve the deviations.**
6. Yard Setback Area (Sec. 3.8.2.D): “Within any required front, side or rear yard setback from any property line in an RM-1 or RM-2 district, not more than 30% of such yard area shall be used for off-street parking, maneuvering lanes, service drives or loading areas.” The applicant has provided an overall calculation for the entire site rather than treating each yard separately. **Please revise the calculations to indicate whether each front, side and rear yard complies.**
7. Distance Between Buildings (Sec. 3.8.2.H): A Zoning Ordinance deviation is requested to allow the calculated minimum distance between buildings to be less than required in seven locations. This calculation is made using a formula measuring the height and length between adjacent buildings, with a minimum distance of 30 feet required. **Based on the information provided by the applicant, the deviations for the seven locations range from 32.47 feet to 1.7 feet. City Council would need to approve the deviations.**

8. Number of Parking Spaces (Sec. 5.2.12.A): Given the unit mix proposed, the number of required parking spaces is 964 according to the standards for a multifamily development (2 spaces per studio/1- and 2-bedroom unit, 2.5 per each 3+ bedroom units). The site plan proposes 942 spaces in both garage and surface lots. The applicant requests a deviation for the deficiency of 22 spaces. **Staff supports the relatively minor deviation to reduce impervious surface area on the site. City Council would need to approve the deviation.**

9. Wetland Impacts: Delineated wetlands are not consistently labeled and/or indicated on all sheets within the plan set. Updated documentation from the applicant was provided since the first review letters were finalized. The City's consultant has noted that the type of wetland is now indicated and quantified: Emergent 0.292 acre; Scrub-shrub 0.058 acres; and Forested 0.497 acre.

The City's ordinance provides minimum required mitigation ratios, and the calculation for required mitigation for all impacted wetlands on-site is 1.519 acres. On Sheet 15, the plan indicates 0.922 acre of mitigation is proposed to be provided on-site. **The applicant's response letter further states that the remaining 0.597 acres of required mitigation is "to be provided through purchase of credits from an EGLE approved wetland mitigation bank" and notes that the proposed mitigation on-site is more than a 1:1 replacement. This, however, is not consistent with the City's Wetland and Watercourse Protection ordinance (Chapter 12 of the Code), which requires mitigation on-site, or off-site within the City's jurisdiction. The applicant also states they will not provide conservation easements for preservation of the wetland mitigation areas constructed on-site.**

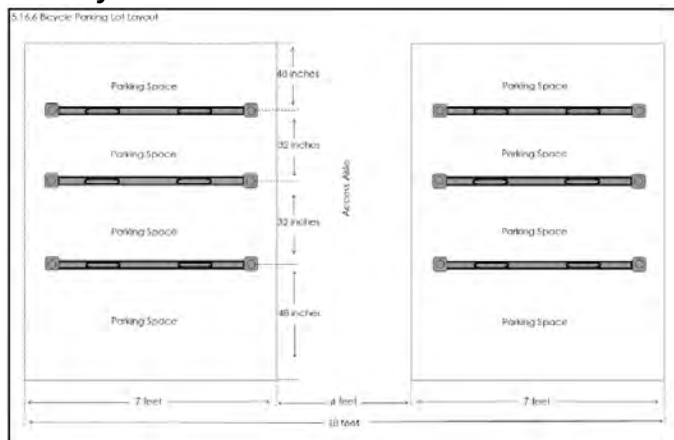
Additionally, the City's wetland consultant stated in their initial review letter that the wetland delineation seems to have missed both individual wetland areas and stream swale connections between wetlands on-site (comments 2, 3 and 4 in the initial letter). The applicant's wetland consultant conducted additional study and documentation regarding the wetlands onsite, and the City's wetland consultant has now concurred with the applicant's assessment of the regulated wetland areas on-site (pending any final determination by EGLE). **Please see the Wetland Review addendum dated June 11, 2024.**

10. Wetland Buffer Impacts (Sec. 3.6.2.M): The ordinance states that a 25-foot setback from wetlands shall be maintained, which is known as a wetland buffer. Any impacts to the buffer area require an Authorization to Encroach from the City's wetland consultant. Clear indications of both temporary and permanent impacts are needed. The applicant has stated 1.92 acres of temporary buffer impact is proposed, however much of the impacts are associated with wetlands that are being permanently removed for construction, and therefore the impacts to the buffers are also permanent as no restoration is proposed. **Temporary vs. permanent impacts shall be clarified in future submittals.**
11. Stormwater Management: The applicant's response letter states "The City informed the Property Owner it acquired (through tax foreclosure) the City Parcel with the intention of utilizing it for the development of Society Hill." Staff is not able to verify the accuracy of this information as it was not the stated intention of the purchase in the public documents available. However, we do note this would appear unusual for City Council to purchase with public funds a piece of property for the benefit of a private developer. **It will be up to the current City Council to determine whether or not to grant an easement or sell the property for the developers use.**
12. Traffic Study (Sec. 3.31.4.A.iii): The PD-1 Option requires a Traffic Study to be provided, regardless of site size, in accordance with the requirements set forth in the Site Plan and Development Manual. The applicant has provided a Trip Generation Analysis (TGA) to show that when compared to the 1999 proposal, the number of trips generated by the new proposal does not meet the threshold for requiring a Traffic Study. The City's Traffic consultant does not support a waiver of the Traffic

Impact Study since traffic conditions in the project area have changed considerably since 1999 – both the number of developments and the roadway networks are significantly different than they were 25 years ago. Peak hour trips in both the AM and PM are almost 2-times the threshold for study, and daily one-directional trips are nearly 3-times the threshold for study. The most recent Traffic Study found in our files from 1996 (with an assumption of 300 units) had estimated daily trips to be approximately 1,900. The initial estimate from the applicant's consultant estimated 2,900 daily trips.

Following the initial review and completion of the review letter, the City's Traffic Engineering Consultant attended a meeting and conferred with the applicant's Traffic Engineering Consultant to determine if there could be a resolution to this issue. Following that meeting, the City's Traffic Engineering Consultant provided the following comments: As per the Trip Generation Analysis (Table 2), 2,162 new trips are estimated to be added to the surrounding road network daily over and above today's traffic. Therefore, the City would want to know the impact/mitigation on the surrounding road network. However, the conclusion of the study can consider it is already approved for 1902 trips (TGA Table 1) if the City is considering the 1999 approved site plan as a base (ultimately reduced impact on their part) across all the disciplines. **City Council will need to decide whether to waive the requirement for a Traffic Impact Study.**

13. Parking on Major Drive (Sec. 5.10.1.B): Based on the ordinance definition nearly all private drives through the site would be classified as Major Drives if they exceed 600 feet (currently shown as Reserve Blvd, Society Hill Drive, Society Hill Blvd). "Angled and perpendicular parking spaces may be accessed directly from a minor drive or parking lot aisle, but not from a major drive." Perpendicular parking is shown throughout the site on major drives. The 1999 Plan had some areas of visitor parking that were perpendicular to the major drives. **City Council would need to approve the deviation.**
14. Building Setbacks from Parking (Sec. 3.8.2.F & Sec. 5.10.1.B.vi): Both ordinance sections prohibit parking spaces to be within 25 feet of any wall of a dwelling structure. In several locations parking is closer than 25 feet from the building, and in some cases as close as 12 or 14 feet. It is unclear if the 1999 Plan had parking within 25 feet of the buildings as dimensions were not indicated clearly, and the scale is not accurate. **City Council would need to approve the deviation.**
15. Bicycle Parking (Sec. 5.16): Outdoor bicycle parking spaces are indicated in 3 areas on the site plan. Distributing the spaces throughout the site should be considered for greater convenience to users. The ordinance states that they must be accessible from adjacent streets and pathways via a paved route with a minimum 6-foot width. Currently each is accessed via a 5-foot sidewalk. **The applicant shall provide the 6-foot path from the nearest street. The bike parking layout was recently revised in a text amendment as shown below.**



16. Other Reviews:

- a. Engineering Review: **Engineering does not recommend approval at this time.** See review letter for several issues to be addressed, including concerns with the Stormwater Management Plan.
- b. Landscape Review: Landscape **does not recommend approval at this time.**
- c. Wetland Review: Wetlands **does not recommend approval at this time.** See review letter for several issues to be addressed, including incomplete wetland delineation and insufficient wetland mitigation.
- d. Woodland Review: Woodlands **does not recommend approval at this time.** See review letter for several issues to be addressed, including an incomplete tree survey.
- e. Traffic Review: Traffic **does not recommend approval at this time.** See review letter for issues to be addressed, including need for Traffic Impact Study.
- f. Facade Review: Façade recommends approval. Section 9 waivers for Horizontal Fiber Cement Siding are recommended for approval on Buildings A-E. The townhome buildings are in full compliance with the ordinance.
- g. Fire Review: Fire recommends approval with conditions to be addressed in future submittal. See comments in Fire Review letter.

SPECIAL LAND USE CONSIDERATIONS

When the PD-1 Option is utilized, all uses fall under the Special Land Use requirements (Section 3.31). Section 6.1.2.C of the Zoning Ordinance outlines specific factors the approving body shall consider in the review of the Special Land Use Permit request:

- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on existing thoroughfares in terms of overall volumes, capacity, safety, vehicular turning patterns, intersections, view obstructions, line of sight, ingress and egress, acceleration/deceleration lanes, off-street parking, off-street loading/unloading, travel times and thoroughfare level of service.
- Whether, relative to other feasible uses of the site, the proposed use will cause any detrimental impact on the capabilities of public services and facilities, including water service, sanitary sewer service, storm water disposal and police and fire protection to service existing and planned uses in the area.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with the natural features and characteristics of the land, including existing woodlands, wetlands, watercourses and wildlife habitats.
- Whether, relative to other feasible uses of the site, the proposed use is compatible with adjacent uses of land in terms of location, size, character, and impact on adjacent property or the surrounding neighborhood.
- Whether, relative to other feasible uses of the site, the proposed use is consistent with the goals, objectives and recommendations of the City's Master Plan for Land Use.
- Whether, relative to other feasible uses of the site, the proposed use will promote the use of land in a socially and economically desirable manner.
- Whether, relative to other feasible uses of the site, the proposed use is (1) listed among the provision of uses requiring special land use review as set forth in the various zoning districts of this Ordinance, and (2) is in harmony with the purposes and conforms to the applicable site design regulations of the zoning district in which it is located.

PLANNED DEVELOPMENT OPTION

Section 3.31.4 of the ordinance outlines the review procedures for Site Plans using the PD Option. This (normally) requires the Preliminary Site Plan to receive a recommendation for approval or denial from the Planning Commission, with City Council ultimately approving or denying the proposed plan. Here, again, given the Consent Judgment provisions, the City Council will be undertaking the review.

Section 3.31.5: Deviations From Area, Bulk, Yard, and Dimensional Requirements. (Current version of PD Option Ordinance)

As part of approval of a Preliminary Site Plan, the City Council is authorized to grant deviations from the strict terms of the zoning ordinance governing 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:

- A. 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;
- B. That approving the proposed deviation would be compatible with the existing and planned uses in the surrounding area;
- C. 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;
- D. That the proposed deviation would not be injurious to the safety or convenience of vehicular or pedestrian traffic; and
- E. 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.

In determining whether to grant any such deviation, the Council shall be authorized to attach reasonable conditions to the Preliminary Site Plan, in accordance with [Section 3.31.4.B](#).

NEXT STEP: CITY COUNCIL MEETING

Because amendments to the 2001 Consent Judgment will be required, and because the City has indicated that the City Council will be the body to undertake all reviews, the Concept Plans will be forwarded to City Council for their initial review. Staff will work with the applicant to select an available date. We will need the following at least 10 days before the scheduled meeting:

1. Original Concept Plan submittal in PDF format (maximum of 10MB). **NO CHANGES MADE. (This has been received)**
2. A response letter addressing ALL the comments from ALL the review letters and **indicate any changes you intend to make to future submittals.**
3. A color rendering of the Site Plan, if any. (*Renderings of buildings have been received*)

Alternatively, if you wish to submit revisions to the Concept Plan for review prior to going to City Council for their initial review, please contact Lindsay Bell for further instructions on submittal requirements.

CITY COUNCIL PUBLIC HEARING

At the request of the applicant, this project is to be scheduled for public hearing before City Council for approval of the PD-1 Preliminary Site Plan, Woodland and Wetland Permits, and Stormwater Management Plan, and proposed Amendment of the Consent Judgment. Applicant has elected to move forward to City Council consideration and action even with disagreement with a negative recommendations by City Staff/Consultants.

If City Council approves the Preliminary Site Plan and proposed amendment to the Consent Judgment, counsel for the parties will finalize the amendment and submit it to the Court for entry.

FINAL SITE PLAN SUBMITTAL

If the Preliminary Site Plan and Consent Judgment amendment is granted approval, the following shall be submitted for administrative Final Site Plan review and approval:

1. Seven copies of Final Site Plan addressing all comments from Preliminary review
2. Response letter **addressing all comments and refer to sheet numbers where the change is reflected**
3. [Final Site Plan Application](#)
4. [Final Site Plan Checklist](#)
5. Engineering Cost Estimate
6. Landscape Cost Estimate
7. [Other Agency Checklist](#)
8. [Hazardous Materials Packet](#) (Non-residential developments)
9. [Non-Domestic User Survey](#) (Non-residential developments)
10. [No Revision Façade Affidavit](#) (if no changes are proposed to building elevations)
11. Legal Documents as required
12. Drafts of any legal documents (note that off-site easements need to be executed and any on-site easements need to be submitted in draft form before stamping sets will be stamped)

ELECTRONIC STAMPING SET SUBMITTAL AND RESPONSE LETTER

After receiving Final Site Plan approval, please submit the following for Electronic Stamping Set approval:

1. Plans addressing the comments in all of the staff and consultant review letters in PDF format.
2. Response letter addressing all comments in ALL letters and ALL charts and **refer to sheet numbers where the change is reflected.**

STAMPING SET APPROVAL

Stamping sets will be required for this project. After having received all the ESS review comments from City staff the applicant should make the appropriate changes on the plans and submit **10 size 24" x 36" copies with original signature and original seals.** to the Community Development Department for final Stamping Set approval.

SITE ADDRESSING

The applicant should contact the Building Division for an address prior to applying for a building permit. Building permit applications cannot be processed without a correct address. The address application can be found on the Internet at www.cityofnovi.org under the forms page of the Community Development Department.

Please contact Brian Riley [248.347.0438] in the Community Development Department with any specific questions regarding addressing of sites.

PRE-CONSTRUCTION MEETING

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

CHAPTER 26.5

Chapter 26.5 of the City of Novi Code of Ordinances generally requires all projects be completed within two years of the issuance of any starting permit. Please contact Sarah Marchioni at 248-347-

0430 for additional information on starting permits. The applicant should review and be aware of the requirements of Chapter 26.5 before starting construction.

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

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

Lindsay Bell, AICP, Senior Planner



PLANNING REVIEW CHART: PD-1/RM-1 with Consent Judgement

Review Date: April 19, 2024 (rev. 6/6/24)
Review Type: Revised Consent Judgment Plan Review
Project Name: JSP24-04 Society Hill
 West of Novi Road, South of 12.5 Mile Road
Plan Date: March 25, 2024
Prepared by: Lindsay Bell, Senior Planner
E-mail: lbell@cityofnovi.org; **Phone:** (248) 347-0484

Items in **Bold** need to be addressed by the applicant with next submittal. **Bold Underline** items are possible deviations. *Italicized* items should be noted.

Item	Required Code	Proposed	Meets Code	Comments
Zoning and Use Requirements				
Master Plan	Multiple family residential, with PD-1 Option	Multiple family residential, PD-1 Option	Yes	
Zoning	RM-1 Low Density Multiple Family (with Consent Judgement)	PD-1 Option with multiple family	Yes	
Uses Permitted (Sec 3.31.6.B)	RM-1 Uses permitted listed in Section 3.1.7, Mid-rise multiple family, accessory retail and office	463 mid-rise Multiple-Family Residential units	Yes*	*CJ allowed for 312 units, so the new site plan would need to be approved by City Council and amendment of the consent judgment will be required.
PD-1 Option (Sec. 3.31.4 & 6)				
Community Impact Statement		Provided	Yes	
Traffic Study		Trip Generation Analysis provided	TBD	<u>Applicant seeks waiver of Traffic Study requirement with justification that the incremental increase in units from 1999 approved plan would not meet threshold for study</u>
Special Land Use (Sec. 6.1.2.C)	Provisions met?		TBD	See Planning Review for detailed comments
Applicable Standards Met? (Sec. 3.31.4.A)	See section 3.31.4.A for full list of conditions to be considered by City Council for approval		TBD	See Planning Review for detailed comments
Building Height (Sec 3.31.6.B.iv.a)	- No less than 3 nor more than 5 stories - 2.5 story Low-rise low-density dwellings may also be permitted if at least 1 complete wall with windows shall be fully exposed	Bldgs A-E: 5 stories Townhouses: 3 stories Cottages: 2.5 stories	Yes	
Room Count (Sec 3.31.6.B.iv.b)	Total number of rooms (not including dining, kitchen, sanitary rooms) shall not be more than area of parcel (sf)	1,359 rooms proposed.	Yes	Consent Judgment plan from 1999 had 1,264 rooms (7.5% increase), but the current proposal is

Item	Required Code		Proposed	Meets Code	Comments
	(gross area minus wetland over 2 acres) divided by 700 <i>1,0436,262 SF/700 = 1,490</i>				under the maximum number allowed in PD-1
Public Utilities (Sec 3.31.6.B.iv.b)	Community water and sewer must be available				See Engineering Review
Shoreline setback (Sec 3.31.6.B.iv.e)	Minimum 100-foot setback from any lake shoreline, including natural or manmade water bodies. The area of setback may not be used for off-street parking or accessory buildings.		Wetland A has parking and drive aisles just over 25 feet; North detention basin needs 25-foot buffer shown, and buildings appear to be within 100 feet	No	Wetland areas and detention basins are included in this definition <u>Deviation required for several locations</u>
Residential: Height, Bulk, Density, and Area Limitations (Sec. 3.1.7.D)					
Frontage on a Public Street (Sec. 5.12)	Frontage on a Public Street is required		Frontage on Novi Road and 12 ½ Mile Road	Yes	
Minimum Zoning Lot Size for each Unit: in Acres (Sec 3.8.1)	RM-1 Required Conditions <u>See below</u>		33.89 acres		
Minimum Zoning Lot Size for each Unit: Width in Feet (Sec 3.8.1)					
Open Space Area (Sec. 3.1.7.D)	200 sf Minimum usable open space per dwelling unit For a total of 463 dwelling units, <u>required: 92,600 SF</u>		Sheet 14 shows total of <u>165,963 sf</u> proposed (3.81 acres)	Yes	
Maximum % of Lot Area Covered (By All Buildings)	25%		14.84%	Yes	
Minimum Floor Area per Unit (Sec. 3.1.7.D)	Efficiency	400 sf	617 sf	Yes	
	1 bedroom	500 sf	777 sf	Yes	
	2 bedroom	750 sf	1,051 sf	Yes	
	3 bedroom	900 sf	1,601 sf	Yes	
	4 bedroom	1,000 sf		NA	
Residential Building Setbacks (Sec. 3.1.7.D, Sec. 3.6.2.B, and Sec. 3.8.2.C - if applicable)					
Front (East)	75 feet		89 feet	Yes	
Exterior Side (North)	50 feet		50 feet	Yes	
Side (South)	75 feet		75 feet	Yes	
Rear (West)	75 feet		50.8 – 60.4 feet	No	<u>Deviation required if not corrected for Buildings 11, 12, 13, 14, and 15</u>

Item	Required Code	Proposed	Meets Code	Comments
Parking Setbacks (Sec. 3.1.7.D) Refer to applicable notes in Sec. 3.6.2				
Front (East)	75 feet (Street frontage)	20 feet	No	<u>Deviation required</u>
Exterior Side (North)	75 feet (Street frontage)		NA	
Side (South)	20 feet	14.4 feet	No	<u>Deviation required</u>
Rear (West)	20 feet	Exceeds 20 feet	Yes	
RM-1: Note to District Standards (Sec. 3.6.2)				
Lot Area Requirements (Sec. 3.6.2.A)	Lot width shall be measured between the two points where the front setback line intersects the side lot lines. Within the residential districts, where a main building is placed behind the front setback line, the distance between the side lot lines shall not be reduced below 90% of the required minimum lot width at any point between the front set back line and such main building.		NA	
Setback Requirements (Sec. 3.6.2.B)	- For all off-street parking lots serving any use other than single-family residential, the setback from any interior side or rear lot line shall be not less than twenty (20) feet, and the setback from the front and any exterior side lot line shall comply with the building setback required for such uses specified above.	75-foot parking setback from front/exterior side yard required. Proposed parking setbacks are noted above	No	Off-street parking lots shall not be setback less than 20 feet from any interior side or rear lot line. <u>Deviation would be required for the front (east) and side (south) property lines.</u>
Exterior Side Yard Abutting a Street (Sec 3.6.2.C)	All exterior side yards abutting a street shall be provided with a setback equal to front yard.	Complies	Yes	
Wetland/Watercourse Setback (Sec 3.6.2.M)	A setback of 25ft from wetlands and from high watermark course shall be maintained	Sheet 15 shows wetland buffer impacts to 1.918 acres – the response letter says they are temporary, however no restoration is proposed which means they are permanent	No	Authorization to Encroach into Wetland Buffer Area will be required. Clearly indicate both temporary and permanent impacts (in area and fill quantity) proposed to each wetland buffer in the next submittal.
RM-1 District Required Conditions (Sec. 3.8 & 3.10)				
Maximum Number of Units	Efficiency < 10 percent of the units	2%	Yes	

Item	Required Code		Proposed	Meets Code	Comments
(Sec. 3.8.1.B.ii)	1 bedroom units < 33 percent of the units		26% proposed	Yes	
	Balance should be at least 2 bedroom units		Rest are 1 bd + den or larger	Yes	
Room Count per Dwelling Unit Size (Sec. 3.8.1.C)	Dwelling Unit Size	Room Count *			
<i>An extra room such as den, library or other extra room count as an additional bedroom</i>	Efficiency	1	8	NA	<i>Total of 1,359 rooms.</i>
	1 bed*	2	120 units – 240 rooms	Yes	
	2 bedroom (or 1 +den)	3	229 units – 687 rooms	Yes	
	3 or more bedrooms (incl 2+ den)	4	106 units – 424 rooms	Yes	
For the purpose of determining lot area requirements and density in a multiple-family district, a room is a living room, dining room or bedroom, equal to at least eighty (80) square feet in area. A room shall not include the area in kitchen, sanitary facilities, utility provisions, corridors, hallways, and storage. Plans presented showing one (1), two (2), or three (3) bedroom units and including a "den," "library," or other extra room shall count such extra room as a bedroom for the purpose of computing density.					
Structure frontage (Sec. 3.8.2.B)	Each structure in the dwelling group shall front either on a dedicated public street or approved private drive.		Drives will be private.	Yes	
Maximum length of the buildings (Sec. 3.8.2.C)	A single building or a group of attached buildings cannot exceed 180 ft.		Building A: 218.5 ft Building B: 218.5 ft Building C: 218.5 ft Building D: 218.5 ft Building E: 492 ft Building 1: 134.3 ft Building 2: 134.3 ft Building 3: 194.5 ft Building 4: 194.5 ft Building 5: 77.3 ft Building 6: 77.3 ft Building 7: 134.3 ft Building 8: 134.3 ft Building 9: 151.3 ft Building 10: 117.3 ft Building 11: 151.3 ft Building 12: 151.3 ft Building 13: 140 ft Building 14: 140 ft Building 15: 134.3 ft Building 16: 134.3 ft	No	<u>Buildings A, B, C, D, E, 3 and 4 all require deviations</u>
Modification of maximum length (Sec. 3.8.2.C)	Planning Commission may modify the extra length up to 360 ft if common areas with a minimum capacity of 50 persons for recreation or social purposes. Additional setback of 1 ft. for every 3 ft.		Building E exceeds 360 feet allowed; additional setback of 104 feet required (not met) – Other buildings do not contain	No	<i>Buildings do not meet requirements for modification of length requirement</i>

Item	Required Code	Proposed	Meets Code	Comments
	in excess of 180 ft. from all property lines.	common areas for recreation/social purposes		
Building Orientation (Sec. 3.8.2.D)	Where any multiple dwelling structure and/ or accessory structure is located along an outer perimeter property line adjacent to another residential or nonresidential district, said structure shall be oriented at a minimum angle of 45 degrees to property line.	Some buildings along perimeter not angled, required to be angled min. 45°	No	<u>Deviation required for Buildings A, 12, and 15</u>
Yard setback restrictions (Sec. 3.8.2.E)	Within any front, side or rear yard, off-street parking, maneuvering lanes, service drives or loading areas cannot exceed 30% of yard area	Overall calculation provided	TBD	Provide yard setback calculations for East and South yard areas separately
Off-Street Parking or related drives (Sec. 3.8.2.F) <i>Off-street parking and related drives shall be...</i>	No closer than 25 ft. to any wall of a dwelling structure that contains openings involving living areas	Parking located along buildings appears as close as 12.4 feet in some locations	No	<u>Deviation required for several areas</u>
	No closer than 8 ft for other walls		TBD	Deviation may be required
	No closer than 20 ft from ROW and property line	20 ft	Yes	
Pedestrian Connectivity (Sec. 3.8.2.G)	5 feet sidewalks on both sides of the Private drive are required to permit safe and convenient pedestrian access.	Sidewalks and pathways appear to be provided throughout the site, 5' minimum	Yes	
	Where feasible sidewalks shall be connected to other pedestrian features abutting the site.	Connection to sidewalk to west on 12 ½ Mile, into site	Yes?	Make sure proposed sidewalk aligns with existing sidewalk along 12 ½ Mile (Charneth Fen) – appears to be offset
	All sidewalks shall comply with barrier free design standards	Barrier free markings shown	TBD	See Traffic Review for more information.
Minimum Distance between the buildings (Sec. 3.8.2.H)	(Total length of building A + total length of building B + 2(height of building + height of building B))/6	Provided in response letter – calculation indicates 7 instances of non-compliance	No	<u>Applicant requests deviation for distance between A-E, D-E, 1-2, 3-4, 9-11, 15-16 and 14-13.</u>
Minimum Distance between the buildings (Sec. 3.8.2.H)	In no instance shall this distance be less than thirty (30) feet unless there is a corner-to-corner relationship in which case the minimum distance shall be fifteen (15) feet.	All buildings are greater than 30 feet apart except for corner to corner	Yes	Complies

Item	Required Code	Proposed	Meets Code	Comments
Number of Parking Spaces Residential, Multiple-family (Sec. 5.2.12.A)	Two (2) for each dwelling unit having two (2) or less bedrooms and two and one-half (2 ½) for each dwelling unit having three (3) or more bedrooms 2 x (178 1-bed + 256 2-bed) = 868 2.5 x 38 3-bed = 95 Spaces Required: 964	942 spaces provided	No	<u>Applicant requests deviation to permit deficiency of 22 parking spaces</u>
Parking Space Dimensions and Maneuvering Lanes (Sec. 5.3.2)	- 90° Parking: 9 ft. x 19 ft. - 24 ft. two way drives - 9 ft. x 17 ft. parking spaces allowed along 7 ft. wide interior sidewalks as long as detail indicates a 4" curb at these locations and along landscaping			See Traffic Review
End Islands (Sec. 5.3.12)	- End Islands with landscaping and raised curbs are required at the end of all parking bays that abut traffic circulation aisles. - The end islands shall generally be at least 8 ft. wide, have an outside radius of 15 ft., and be constructed 3 ft. shorter than the adjacent parking stall			See Traffic Review
Parking stall located adjacent to a parking lot entrance (public or private) (Sec. 5.3.13)	Shall not be located closer than twenty-five (25) feet from the street right-of-way (ROW) line, street easement or sidewalk, whichever is closer		Yes	
Barrier Free Spaces Barrier Free Code	With 963 spaces required, 16 standard BF and 4 van-accessible BF spaces required	2 van accessible, 2 standard	No	Review ADA laws and comply with requirements
Barrier Free Space Dimensions Barrier Free Code	- 8' wide with an 8' wide access aisle for van accessible spaces - 8' wide with a 5' wide access aisle for regular accessible spaces	8' wide with curb, 8' access	TBD	
Barrier Free Signs Barrier Free Code	One sign for each accessible parking space.	Not shown	No	See Traffic Review.
Corner Clearance (Sec. 5.9)	No fence, wall plant material, sign or other obstruction shall be permitted within the clear view zone above a height of	Shall comply	Yes	See Landscape Review.

Item	Required Code	Proposed	Meets Code	Comments
	2 feet from established street grade			
Minimum number of Bicycle Parking (Sec. 5.16.1) <u>Multiple-family residential</u>	One (1) space for each five (5) dwelling units Required: 93 Spaces	24 surface spaces 70 interior spaces	Yes	
Bicycle Parking General requirements (Sec. 5.16)	No farther than 120 ft. from the entrance being served		Yes	
	When 4 or more spaces are required for a building with multiple entrances, the spaces shall be provided in multiple locations	3 locations shown	TBD	Consider providing bike parking in more locations convenient to more units
	Spaces to be paved and the bike rack shall be inverted "U" design Shall be accessible via 6 ft. paved sidewalk	5' sidewalks shown	No	6-ft sidewalk pathway leading to bike racks required
	Bike parking facilities shall be located along the principal building entrance approach, clearly visible		Yes	
	When 20 or more spaces are required, 25% shall be provided in covered locations	70 interior spaces	Yes	19 bike spaces must be covered
Bicycle Parking Lot layout (Sec 5.16.6)	Parking space width: 7 ft. One tier width: 11 ft. Two tier width: 18 ft. Maneuvering lane width: 4 ft. Parking space depth: 32 in		No	The ordinance has recently been updated to require new dimensions please correct on future submittals
Additional Road Design, Building Setback, And Parking Setback Requirements, Multiple-Family Uses (Sec. 5.10)				
Road standards (Sec. 5.10)	A private drive network within a cluster, two -family, multiple-family, or non-residential uses and developments shall be built to City of Novi Design and Construction Standards for local street standards (28 feet back-to-back width)	Generally, 28 feet wide	No	See Traffic/Engineering Review
Major Drives	Width: 28 feet	Generally, 24-28 feet wide	No	
Minor Drive	- Cannot exceed 600 feet - Width: 24 feet with no on-street parking - Width: 28 feet with parking on one side - Parking on two sides is not allowed - Needs turn-around if longer than 150 feet			

Item	Required Code	Proposed	Meets Code	Comments
Parking on Major and Minor Drives	- Angled and perpendicular parking, permitted on minor drive, but not from a major drive; - minimum centerline radius: 100 feet - Adjacent parking and on-street parking shall be limited near curves with less than two-hundred thirty (230) feet of centerline radius - Minimum building setback from the end of a parking stall shall be 25 feet in residential districts.	Perpendicular parking proposed on major drives Parking setback is less than 25 feet from residential structures in multiple locations	No	<u>Deviations requested</u>
Accessory and Rooftop Structures (Sec. 4.19)				
Dumpster (Sec 4.19.2.F)	- Located in rear yard - Attached to the building or no closer than 10 ft. from building if not attached - Not located in parking setback - If no setback, then it cannot be any closer than 10 ft. from property line. - Away from Barrier free Spaces	Each apt building will have a dedicated chute/trash room for collection by maintenance staff, brought to trash compactor; townhome units will have individual bins for service collection	Yes	Trash compactor located 34 feet from southern property line
Dumpster Enclosure (Sec. 21-145. (c) Chapter 21 of City Code of Ordinances)	- Screened from public view - A wall or fence 1 ft. higher than height of refuse bin - And no less than 5 ft. on three sides - Posts or bumpers to protect the screening - Hard surface pad. - Screening Materials: Masonry, wood or evergreen shrubbery	Proposed garbage compactor located on south side of property, adjacent to wetland A mitigation area; Detail indicates masonry veneer to match buildings	Yes?	
Roof top equipment and wall mounted utility equipment (Sec. 4.19.2.E.ii)	All roof top equipment must be screened, and all wall mounted utility equipment must be enclosed and integrated into the design and color of the building	Not visible from street view	Yes	
Roof top appurtenances screening	Roof top appurtenances shall be screened in accordance with applicable facade regulations, and shall not be visible from any street, road or adjacent property.	Parapets shown	Yes	

Item	Required Code	Proposed	Meets Code	Comments
Sidewalks and Other Requirements				
Non-Motorized Plan	No additional pathways shown.	Sidewalk on 12 ½ Mile	Yes	
Sidewalks (Subdivision Ordinance: Sec. 4.05)	Sidewalks are required on both sides of proposed drives	Appear to be provided	Yes	
Public Sidewalks (Chapter 11, Sec.11-276(b), Subdivision Ordinance: Sec. 4.05)	Connection to sidewalks on adjacent roads required.	Connection provided to 12 ½ Mile sidewalk, from Novi Road into site	Yes	
Entryway lighting (Sec. 5.7.N)	One streetlight is required per entrance.			
Building Code and Other Requirements				
Woodlands (City Code Ch. 37)	Replacement of removed trees		TBD	See Woodland Review
Wetlands (City Code Ch. 12, Art. V)	Mitigation of removed wetlands at ratio of 1.5:1 emergent wetland, 2:1 for forested wetlands	Mitigation calculations in response letter – not on plans	TBD	See Wetland Review. <u>Clarification of mitigation plans is needed.</u>
Design and Construction Standards Manual	Land description, Sidwell number (metes and bounds for acreage parcel, lot number(s), Liber, and page for subdivisions).	Generally provided	TBD	
General layout and dimension of proposed physical improvements	Location of all existing and proposed buildings, proposed building heights, building layouts, (floor area in square feet), location of proposed parking and parking layout, streets and drives, and indicate square footage of pavement area (indicate public or private).	Generally provided	Yes	See reviews for requested information
Economic Impact Information	- Total cost of the proposed building & site improvements - Number of anticipated jobs created (during construction & after building is occupied, if known)	See Community Impact statement		
Building Exits	Building exits must be connected to sidewalk system or parking lot.		TBD	
Phasing	All projects must be completed within two years of the issuance of any starting	If proposed, Phasing plans are required to be	TBD	Clarify if project will be phased – provide a clear phasing plan to be able to determine what will be

Item	Required Code	Proposed	Meets Code	Comments
	permit or phasing plan should be provided	approved with PSP submittal		completed at end of each phase for inspection purposes and CofOs
Other Permits and Approvals				
Development/ Business Sign (City Code Sec 28.3)	The leading edge of the sign structure shall be a minimum of 10 ft. behind the right-of-way. Entranceway shall be a maximum of 24 square feet, measured by completely enclosing all lettering within a geometric shape. Maximum height of the sign shall be 5 ft.		TBD	Show the location of any entranceway signs if proposed; Contact Ordinance Enforcement at 248.735.5678, for sign ordinance questions.
Project & Street Naming Committee	Project will need approval from the Street & Project Naming Committee	See letter from Diana Shanahan	TBD	Contact Diana Shanahan at 248.347.0475 or via email dshanahan@cityofnovi.org
Parcel Split or Combination or Condominium Approval	Any parcel splits or combinations or condominium approvals must be completed before Stamping Set approval.			
Other Legal Requirements				
Master Deed/Covenants and Restrictions	Applicant is required to submit this information for review with the Final Site Plan submittal	Single ownership proposed for rental community	NA	
Conservation easements	Conservation easements may be required for woodland impacts	Wetland and woodland easements likely required	TBD	<u>Draft documents would be required prior to stamping set approval.</u>
Lighting and Photometric Plan (Sec. 5.7)				
Intent (Sec. 5.7.1)	Establish appropriate minimum levels, prevent unnecessary glare, reduce spillover onto adjacent properties & reduce unnecessary transmission of light into the night sky			
Lighting Plan (Sec. 5.7.2.A.i)	Site plan showing location of all existing & proposed buildings, landscaping, streets, drives, parking areas & exterior lighting fixtures	Provided	Yes	
Building Lighting (Sec. 5.7.2.A.iii)	Relevant building elevation drawings showing all fixtures, the portions of the walls to be illuminated, illuminance levels of walls and the aiming points of any remote fixtures.	Not shown	No	

Item	Required Code	Proposed	Meets Code	Comments
Lighting Specifications (Sec. 5.7.A.2.ii)	Specifications for all proposed & existing lighting fixtures	Shown	Yes	
	Photometric data	Shown	Yes	
	Fixture height	Shown	Yes	
	Mounting & design	Shown	Yes	
	Glare control devices (Also see Sec. 5.7.3.D)	Shown	Yes	
	Type & color rendition of lamps	Color not provided	No	
	Hours of operation	24 hrs/day	Yes	
Max Height (Sec. 5.7.3.A)	Height not to exceed 25 feet	25 ft max	Yes	
Standard Notes (Sec. 5.7.3.B)	- Electrical service to light fixtures shall be placed underground - Flashing light shall not be permitted - Only necessary lighting for security purposes & limited operations shall be permitted after a site's hours of operation	Notes provided	Yes	
Indoor Lighting (Sec. 5.7.3.H)	- Indoor lighting shall not be the source of exterior glare or spillover			
Security Lighting (Sec. 5.7.3.I) Lighting for security purposes shall be directed only onto the area to be secured.	- All fixtures shall be located, shielded and aimed at the areas to be secured. - Fixtures mounted on the building and designed to illuminate the facade are preferred	Shown	Yes	
Color Spectrum Management (Sec. 5.7.3.F)	Non-Res and Multifamily: For all permanent lighting installations - minimum Color Rendering Index of 70 and Correlated Color Temperature of no greater than 3000 Kelvin	Not shown		Provide information to verify compliance
Parking Lot Lighting (Sec. 5.7.3.J)	- Provide the minimum illumination necessary to ensure adequate vision and comfort. - Full cut-off fixtures shall be used to prevent glare and spillover.	0.2 fc min proposed	Yes	
Min. Illumination (Sec. 5.7.3.L)	Parking areas: 0.2 fc min	0.2 min	Yes	
	Loading & unloading areas: 0.4 fc min			
	Walkways: 0.2 fc min			

Item	Required Code	Proposed	Meets Code	Comments
	Building entrances, frequent use: 1.0 fc min			
	Building entrances, infrequent use: 0.2 min			
Average Light Level (Sec.5.7.3.L)	Average light level of the surface being lit to the lowest light of the surface being lit shall not exceed 4:1	Appears to comply	Yes	
Max. Illumination adjacent to Non-Residential (Sec. 5.7.3.L)	When site abuts a non-residential district, maximum illumination at the property line shall not exceed 1 foot candle		NA	
Max. Illumination adjacent to Residential (Sec. 5.7.3.M)	- Fixture height not to exceed 25 feet - Cut off angle of 90 degrees or less - No direct light source shall be visible at the property line adjacent to residential at ground level - Maximum illumination at the prop line not to exceed 0.5 fc.	At the southern and northern property lines levels exceed 0.5 fc	No	Reduce lighting in these locations to meet requirement
Residential Developments (Sec. 5.7.3.O)	- Provide sufficient illumination (0.2 fc min) at each entrance from major thoroughfare - Residential projects may deviate from the min. illumination levels and uniformity requirements of 5.7.3.L so long as site lighting for parking lots, property lines and security lighting is provided	Lighting at entrances exceeds min	Yes	

NOTES:

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

ENGINEERING REVIEW
(Revised 6/11/12)



PLAN REVIEW CENTER REPORT

6/11/2024

Engineering Review

Society Hill

JSP24-0004

APPLICANT

Seiber Keast Engineering

REVIEW TYPE

Concept Plan

PROPERTY CHARACTERISTICS

- Site Location: Located west of Novi Road and south of 12 ½ Mile Road.
- Site Size: 35 acres
- Plan Date: 3-25-2024
- Design Engineer: Seiber Keast Lehner Engineering

PROJECT SUMMARY

- Construction of 21 multi-family residential buildings, a total of 472 units with a clubhouse. Site access would be provided via Novi Road and 12 ½ Mile Road.
- Connect to existing 24" water main on 12 ½ Mile Road and connect to 36" water main on Novi Road.
- Sanitary sewer service would be provided by an extension from the existing 12-inch sanitary sewer off-site. Sanitary leads will be provided for each building, along with a monitoring manhole for the Club house building.
- Storm water would be collected by two storm sewer collection systems, one proposed onsite, the other proposed on an off-site parcel.

RECOMMENDATION

Approval of the Preliminary Site Plan is NOT recommended until the following items are addressed.

Comments:

The Preliminary Site Plan does **NOT** meet the general requirements of [Chapter 11 of the City of Novi Code of Ordinances](#), the Storm Water Management Ordinance and the [Engineering Design Manual](#). The following items must be addressed at time of resubmittal:

Approval of the Preliminary Site Plan is not recommended until the following items are addressed:

1. A new traffic impact study MUST be provided for this site, the traffic impact study from 1996 is no longer valid:
 - a. Per the Site Plan Development Manual, traffic count data shall not be more than 2 to 3 years old.
 - b. There has been significant change in traffic conditions over the last 25 years. There have been multiple developments and roadway improvements since 1996, including the widening of 12 Mile Road and the development of Carlton Forest and Bolingbrooke.
2. Applicant has requested to submit the soil borings at time of Final Site Plan submittal, Engineering supports this contingent upon the applicant acknowledging if the groundwater elevation is too high, they will revise the detention basin plans to meet the city standards. Typically, this information is requested at the time of preliminary site plan submittal to ensure the applicant will not need to redesign basins at time of Final Site Plan.
 - a. Soil borings will be required for both the off-site and on-site detention basin to ensure groundwater is not within the basin storage volume.
 - b. Soil borings must not be more than 5 years old, as old soil borings would not accurately show the current groundwater elevation.
 - c. The ground water elevation shall be at least 3 feet below the bottom of the basin or the permanent pool elevation. If the ground water elevation is too high, applicant must redesign basin.

The following items shall be addressed at time of the next submittal:

1. A [Right-of-Way Permit](#) will be required from the City of Novi.
2. The dedication of the master-planned right-of-way is requested for the project. Label the additional right-of-way width to be dedicated along 12 ½ as “proposed” right-of-way.
3. A opposite-side driveway spacing waiver is requested for the 12 ½ Mile Road approach. The speed on 12 ½ Mile Road is 30 mph so the driveway spacing requirement is 125 feet, current driveway spacing is 41 feet.
4. Generally, all proposed trees shall remain outside utility easements. Where proposed trees are required within a utility easement, the trees shall maintain a minimum 5-foot horizontal separation distance from watermain and 10-foot horizontal clearance from sanitary. All utilities and easements shall be shown on the landscaping plan at time of site plan submittal.
5. Show the locations of all light poles and bike rack on the utility plan. Light poles, bike racks, or mailboxes within utility easement require a license agreement.

6. Provide hydrant table, utility crossing table, utility structure tables with final site plan submittal.
7. The city has a project planned for 2025 for the rehabilitation of the Novi Road islands, coordinate with the Engineering Department at time of construction.

Water Main

8. Provide water main basis of design with final site plan submittal.
9. A tapping sleeve, valve and well is required at the connection to the existing water main.
10. Per current EGLE requirement, provide a profile for all proposed water main 8-inch and larger.
11. In the general notes and on the profile, add the following note: "Per the Ten States Standards Article 8.8.3, one full 20-foot pipe length of water main shall be used whenever storm sewer or sanitary sewer is crossed, and the pipe shall be centered on the crossing, in order to ensure 10-foot separation between water main and sewers."
12. Additionally, show the 20-foot full section of pipe under every crossing and label top of pipe and bottom of pipe elevations.
13. 6-inch hydrant leads are allowed for leads less than or equal to 25 feet in length. 8-inch leads are required for leads greater than 25 feet in length.
14. All gate valves 6" or larger shall be placed in a well with the exception of a hydrant shut off valve. A valve shall be placed in a box for water main smaller than 6".
15. Valves should be arranged so that no single line failure will require more than eight hundred (800) feet of main to be out of service.
16. Show riser room and stop-box locations with final site plan submittal.
17. A sealed set of utility plans along with the [Michigan Department of Environment, Great Lakes & Energy \(EGLE\) permit application](#) for water main construction, the [Streamlined Water Main Permit Checklist](#), [Contaminated Site Evaluation Checklist](#), and an electronic version of the utility plan should be submitted to the Engineering Division for review, assuming no further design changes are anticipated. Utility plan sets shall include only the cover sheet, any applicable utility sheets, and the standard detail sheets.

Irrigation Comments

18. Irrigation plans must be reviewed and approved prior to stamping set approval. Provide plans with final site plan submittal.

Sanitary Sewer

19. Provide a sanitary sewer monitoring manhole, unique to this site, within a dedicated access easement or within the road right-of-way. If not in the right-of-way, provide a 20-foot-wide access easement to the monitoring manhole from the right-of-way (rather than a public sanitary sewer easement). This will be needed for the club house building only.
20. Provide a sanitary sewer basis of design with site plan submittal. (Calculations should use peaking factor of 4.0 and 3.2 People/REU).

21. Provide profiles for sanitary sewer and illustrate all pipes intersecting with manholes on the sanitary profiles.

Storm Sewer

22. A minimum cover depth of 3 feet shall be maintained over all proposed storm sewer. Currently, a few pipe sections do not meet this standard. Grades shall be elevated, and minimum pipe slopes shall be used to maximize the cover depth. In situations where the minimum cover cannot be achieved, Class V pipe must be used with an absolute minimum cover depth of 2 feet. An explanation shall be provided where the cover depth cannot be provided.
23. Provide a four-foot-deep sump and an oil/gas separator in the last storm structure prior to discharge off-site/to the storm water basin.
24. An easement is required over the storm sewer accepting and conveying off-site drainage (this will only be needed if storm sewer is outside of right-of-way).
25. Provide a schedule listing the casting type, rim elevation, diameter, and invert sizes/elevations for each proposed, adjusted, or modified storm structure on the utility plan. Round castings shall be provided on all catch basins except curb inlet structures.

Storm Water Management Plan

26. The Storm Water Management Plan (SWMP) for this development shall be designed in accordance with the Storm Water Ordinance and Chapter 5 of the [Engineering Design Manual](#).
27. Provide calculations verifying the post-development runoff rate directed to the proposed receiving drainage course does not exceed the pre-development runoff rate for the site.
28. As part of the Storm Drainage Facility Maintenance Easement Agreement, provide an access easement for maintenance over the storm water detention system and the pretreatment structure. Also, include an access easement to the detention area from the public road right-of-way.
29. SDFMEA will be needed for both the off-site basin and the on-site basin.
30. Provide pretreatment structure prior to discharge into each proposed detention basin.
31. Provide a soil boring in the vicinity of each storm water detention basin to determine soil conditions and to establish the high-water elevation of the groundwater table.
32. Provide supporting calculations for the runoff coefficient determination.
33. A runoff coefficient of 0.35 shall be used for all turf grass lawns (mowed lawns) and 0.95 shall be used for all impervious surfaces.
34. A 4-foot-wide safety shelf is required one foot below the permanent water surface elevation within the basin.
35. A 25-foot vegetated buffer shall be provided around the perimeter of each storm water basin where impervious area is directed to the basin via surface flow. A 25-foot vegetate buffer has not been provided on the west side of the

- off-site basin. 25-foot vegetated buffer should be shown beyond the freeboard elevation.
36. Landscaping sheets should be updated to show proposed basin grades more clearly, proposed trees are shown located at high water elevation.
 37. Trees cannot be planted at the highwater elevation, trees should be outside of the freeboard elevation.
 38. Provide additional grades for the asphalt walkway next to off-site detention basin.
 39. Indicate if forebay are proposed for northern detention basin, grades should be shown if this is proposed.
 40. Low water elevations on the northern detention basin are incorrect, on the north side LW elevation is 942 and on southern side it is 946.

Paving & Grading

41. Provide a construction materials table on the Paving Plan listing the quantity and material type for each pavement cross-section being proposed.
42. Provide an emergency access gate at both ends of the proposed emergency access drive. The City's break-away gate detail (Figure VIII-K) can be found in Section 11-194 of the Code of Ordinances.
43. If gravel roads are proposed they must meet the minimum 35-ton requirement for firetruck, this must be noted on plans.
44. Provide existing and proposed contours on the Grading Plan at the time of the Final Site Plan submittal.
45. Provide at least 3-foot of buffer distance between the sidewalk and any fixed objects, including hydrants and irrigation backflow devices. Include a note on the plan where the 3-foot separation cannot be provided.
46. Site grading shall be limited to 1V:4H (25-percent), excluding landscaping berms.
47. The sidewalk within the right-of-way shall continue through the drive approach. If like materials are used for each, the sidewalk shall be striped through the approach. The sidewalk shall be increased to 6-inches thick along the crossing or match the proposed cross-section if the approach is concrete. The sidewalk should also be 6-inches thick where the emergency access drive is located.
48. No more than 15 consecutive parking spaces are allowed, plans show 17 consecutive spaces. Adjust parking island locations so that there are no more than 15 spaces.
49. The end islands shall conform to the City standard island design, or variations of the standard design, while still conforming to the standards as outlined in Section 2506 of Appendix A of the Zoning ordinance (i.e. 2' minor radius, 15' major radius, minimum 8' wide, 3' shorter than adjacent 19' stall).
50. Provide top of curb/walk and pavement/gutter grades to indicate height of curb adjacent to parking stalls or drive areas.
51. Dimensions of parking stalls abutting a curb or sidewalk are to the face of curb or walk. All other dimensions are to back of curb unless otherwise indicated.
52. Curbing and walks adjacent to the end of 17-foot stalls shall be reduced to 4-inches high (rather than the standard 6-inch height to be provided adjacent to

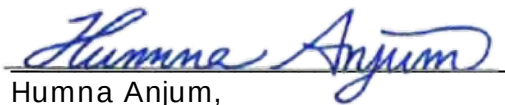
- 19-foot stalls). Additionally, 2-foot overhang should be provided adjacent to 17-foot parking stalls (show 2-foot overhang on paving sheets).
- 53. Label the actual usable length of the proposed angled parking stalls. This is done by measuring between parallel lines representing the position at the front and rear of the car, without the rear of the car conflicting with the maneuvering aisle.
 - 54. Soil borings along the proposed road will be required at 500-foot intervals per Section 11-195(d) of the Design and Construction Standards.
 - 55. Retaining walls that are 48-inches or larger shall need a permit from Building Department.
 - 56. A retaining wall that has a grade change of 30" or more within a 3' horizontal distance will require a guardrail.

Off-Site Easements

- 57. Any off-site utility easements anticipated must be executed **prior to final approval of the plans**. If you have not already done so, drafts of the easements and a recent title search shall be submitted to the Community Development Department as soon as possible for review and shall be approved by the Engineering Division and the City Attorney prior to executing the easements.
- 58. Off-Site SDFMEA and Off-Site Temporary Construction Easement will be needed.

To the extent this review letter addresses items and requirements that require the approval of or a permit from an agency or entity other than the City, this review shall not be considered an indication or statement that such approvals or permits will be issued.

Please contact Humna Anjum at (248)735-5632 or email at hanjum@cityofnovi.org with any questions.



Humna Anjum,
Project Engineer

cc: Lindsay Bell, Community Development
Ben Nelson, Engineering
Ben Croy, City Engineer

LANDSCAPE REVIEW



PLAN REVIEW CENTER REPORT

April 5, 2024

Society Hill

Concept Site Plan - Landscaping

Review Type

Concept Plan Landscape Review

Job #

JSP24-0004

Property Characteristics

- Site Location: Southwest corner of 12.5 Mile Road and Novi Road
- Site Acreage: 34.9 ac.
- Site Zoning: RM-1
- Adjacent Zoning: North: RA & R-4, East: R-4, South: RA, West: RM-1
- South parcel zoning: Site: OS-1, North: RA, East: R-4, South: B-3 & OS-1, West: OS-1
- Plan Date: 3/25/2024

Ordinance Considerations

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

RECOMMENDATION:

This project is **not recommended for approval**. Significant waivers are required by the proposed layout and landscaping that are not supported by staff.

LANDSCAPE DEVIATIONS THAT ARE REQUIRED FOR PROPOSED LAYOUT:

- Lack of screening berm along south property line – *not supported by staff*
- Lack of greenbelt berms – *supported by staff*.
- Lack of greenbelt landscaping and street trees for sections of both roads that are being preserved – *supported by staff*
- *Shortage in greenbelt landscaping for 12.5 Mile Road and Novi North beyond the above – not supported by staff.*
- *Shortage in greenbelt subcanopy trees in Novi South – supported by staff*
- *Shortage in street trees in Novi South - supported by staff*
- Two bays are 16 spaces long without a landscape island – *not supported by staff*
- Shortage of foundation landscaping for multiple buildings – *supported by staff for some of the buildings.*
- Several areas of deficiencies from Landscape Design Manual requirements (tree diversity, native species makeup, too many evergreen woodland replacements) – *not supported by staff*

PLEASE REVISE THE LAYOUT, UTILITIES AND LANDSCAPING TO ELIMINATE OR REDUCE THE ABOVE DEVIATIONS.

PLEASE ADD THE CITY PROJECT NUMBER, JSP24-0004, TO THE BOTTOM RIGHT CORNER OF THE SET COVER SHEET.

Ordinance Considerations

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

1. Tree survey is provided.
2. Wetland survey is provided.
3. **Please include the original approved plans for off-site plantings for review by the City.**
4. **Please see the Landscape Chart for detailed comments regarding the species composition of the woodland replacement plantings.**
5. **See the Merjent letter for a complete discussion of the woodlands and wetlands.**
6. **As a general comment, it is disappointing that the proposed layout is even more destructive to the high quality woodlands than the original approved plan was. It appears that no effort has been made to preserve much of the natural habitat except where development would be extremely difficult or expensive anyway.**

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

1. The project is adjacent to RA property to the south, so a 6-8 foot landscaped berm is required along the south property line.
2. The plan proposes a single line of densely planted evergreen trees along most of the frontage. **This requires a landscape waiver.** *It is not supported at this time.*
3. **Please add information showing the sound buffering of the proposed landscaping and extend the evergreens to beyond the maintenance area and garbage compactor to at least provide visual buffering for the RA property.**

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

1. No berms or trees are proposed in areas to be preserved as natural areas. **This requires a landscape waiver** that is *supported by staff*.
2. No berms are proposed in the developed sections of Novi Road. **This requires a landscape waiver that is supported by staff as significant screening landscaping in addition to what is required is proposed instead between the parking and the roads, and there is only the detention basin in the south section.**
3. **Landscape waivers are also required for shortages in greenbelt trees provided.** *Some of these are supported by staff, and others are not. Please see the landscape chart for a detailed discussion of these waivers.*

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

1. It appears that all of the required parking lot interior area, interior trees and perimeter trees are provided. **Please see the landscape chart for additional information required.**
2. The Multifamily housing landscaping ordinance allows multifamily unit canopy trees to be used to meet the parking requirements. **If this is done, please note that on the calculations.**

Multi-family Residential Landscaping (Zoning Sec 5.5.3.F.iii)

1. **Multi-family unit trees**
 - a. 188 first floor units are proposed, so 564 trees are required. 25% of those can be subcanopy trees.
 - b. All of the required multi-family unit trees are provided, but 29% are subcanopy trees. **This would require a waiver that would not be supported by staff. Please reduce the number of subcanopy trees by 20 to meet the 25% maximum.**
2. **Interior roadway trees**
 - a. All of the required interior roadway trees appear to be provided. **As noted above, please see the landscape chart regarding what is needed to confirm that the correct number of trees required was calculated correctly.**
3. **Foundation landscaping**

- a. **Landscape waivers are required for a deficiency in foundation landscaping for Buildings A, B, C, D, 8, 9, 10, 11, 12 and 13. They are supported for Buildings D, 8, 9, 10, 11 and 12 for different reasons, but not for 11, 12 or 13. Please see the landscape chart for a detailed discussion of these waivers and make the recommended corrections to eliminate or reduce the extent of the waivers required.**

Plant List (LDM 4, 10)

1. Only 23 of 49 (47%) non-woodland replacement species used are native to Michigan. **Please add more native species or replace some non-native species with native species. The current makeup would require a landscape waiver that would not be supported by staff.**
2. The tree diversity maximums are exceeded by flowering crabapples and red maples. **Please reduce the numbers of those to meet the 10% species/15% genus maximums. The current makeup would require a landscape waiver that would not be supported by staff.**
3. Evergreens make up 36% of the credits to be planted on site. The maximum percentage evergreens can compose of the credits planted is 10%. **The current configuration would also require a landscape waiver that would not be supported by staff. Please reduce the number of evergreens planted to not exceed the requirement.**
4. **See the landscape chart for other suggestions regarding woodland replacements.**

Planting Notations and Details (LDM 10)
Provided

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

1. All required detention basin landscaping is proposed.
2. A note states that there is no *Phragmites australis* or Japanese Knotweed on the site, but I'm quite sure there is *Phragmites* in the northwest corner of the site. **Please check the entire site again and note any populations of either weed found on the existing conditions or demolition plan and provide plans for their complete eradication.**

Irrigation (LDM 10)

1. If an irrigation system will be used, a plan for it must be provided with Final Site Plans, not the Stamping Set.
2. If an alternative means of providing water to the plants for their establishment and long-term survival, information regarding that is also required with Final Site Plans.

If the applicant has any questions concerning the above review or the process in general, do not hesitate to contact me at 248.735.5621 or rmeader rmeader@cityofnovi.org.



Rick Meader – Landscape Architect

LANDSCAPE REVIEW SUMMARY CHART – Concept Plan

Review Date: April 5, 2024
Project Name: JSP24 – 0004: SOCIETY HILL
Project Location: SW Corner of Novi Road and 12.5 Mile Road
Plan Date: March 25, 2024
Prepared by: Rick Meader, Landscape Architect E-mail: rmeader@cityofnovi.org;
 Phone: (248) 735-5621

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

LANDSCAPE DEVIATIONS THAT ARE REQUIRED FOR PROPOSED LAYOUT:

- Lack of screening berm along south property line – *not supported by staff*
- Lack of greenbelt berms – *supported by staff*.
- Lack of greenbelt landscaping and street trees for sections of both roads that are being preserved – *supported by staff*
- Shortage in greenbelt landscaping for 12. 5 Mile Road and Novi Road North – *not supported by staff*.
- Shortage in greenbelt subcanopy trees in Novi Road South – *supported by staff*
- Shortage in street trees in Novi Road South - *supported by staff*
- Two bays are 16 spaces long without a landscape island – *not supported by staff*
- Shortage of foundation landscaping for multiple buildings – *supported by staff for some of the buildings*.
- Several areas of deficiencies from Landscape Design Manual requirements (tree diversity, native species makeup, too many evergreen woodland replacements) – *not supported by staff*

PLEASE ADD THE CITY PROJECT NUMBER, JSP24-0004, TO THE BOTTOM RIGHT CORNER OF THE SET COVER SHEET.

Item	Required	Proposed	Meets Code	Comments
Landscape Plan Requirements – Basic Information (LDM (2))				
Landscape Plan (Zoning Sec 5.5.2, LDM 10)	• New commercial or residential developments • Addition to existing building greater than 25% increase in overall footage or 400 SF whichever is less. • 1"-20' minimum with proper North. Variations from this scale can be approved by LA	• Scale 1" = 40' • Detail scales: 1'=20'	Yes	
Owner/Developer Contact Information (LDM 10)	Name, address and telephone number of the owner and developer or association	Yes	Yes	
Project Information (LDM 10)	Name and Address	Vicinity map on Sheet L-1	Yes	
Survey information (LDM 10)	Legal description or boundary line survey	Survey and description on	Yes	

Item	Required	Proposed	Meets Code	Comments
		Sheet 2		
Landscape Architect contact information (LDM 10)	Name, Address and telephone number of RLA/PLA/LLA who created the plan	Jim Allen – Allen Design	Yes	
Sealed by LA. (LDM 10)	Requires original signature	No	No	<u>Final stamping sets must be signed and sealed by LA</u>
Miss Dig Note (800) 482-7171 (LDM 10)	Show on all plan sheets	On Title block	Yes	
EXISTING CONDITIONS				
Existing plant material Existing woodlands or wetlands (LDM 10.h)	• Show location type and size. • Label to be saved or removed. • Plan shall state if none exists.	• Tree Survey on Sheets 3 and 4, L-8 – L-12. • Removals are indicated. • Woodland replacement calculation are provided, along with a summary table of replacements planted previously. • Wetlands on site are delineated on Sheet 2. • Wetland impacts are shown on Sheet 15 – mitigation will be required. • No wetland mitigation plan is provided	• Yes • Yes • Yes • Yes • No	1. Please show the tree fence at the actual dripline on the plans, not just at the outside of the tree symbol, which may or may not accurately represent the dripline. 2. See the Merjent letter for complete reviews of woodlands and wetlands 3. Please include the original planting plans for the off-site trees from the original project submittal so they can be inspected by staff. 4. <u>Any new off-site plantings of replacements will need to be approved in advance by the City. Please add a note to this effect to the plans.</u> 5. Please provide a wetland mitigation plan. 6. See the Plant List section in this chart for a discussion regarding the composition of the woodland

Item	Required	Proposed	Meets Code	Comments
				replacement species proposed.
Soil type (LDM 10)	As determined by Soils survey of Oakland county	Sheet 6	Yes	
Zoning (LDM 10)	Site: RM-1 North: RA & R-4, East: R-4 South: RA West: RM-1 Off-site detention: South: B-3 & OS-1, West: OS-1, North: RA	Sheet L-1	Yes	
PROPOSED IMPROVEMENTS (LDM 10)				
Existing and proposed improvements	Existing and proposed buildings, easements, parking spaces, vehicular use areas, and R.O.W	Yes	Yes	
Existing and proposed utilities	- Overhead and underground utilities, including hydrants - Proposed light posts	- Proposed utilities are shown on the Landscape Plan - Light posts are also shown	- Yes - Yes	1. Please resolve any tree/utility or tree/light pole conflicts by moving one or the other of them. 2. Please indicate on a demolition plan whether the existing overhead wire crossing the site will be removed or not.
Proposed topography - 2' contour minimum	Provide proposed contours at 2' interval	- Sheets 6-9 - Includes off-site detention pond	Yes	It's not clear how the proposed southern detention basin contours will tie to the sloping existing contours. Please check that.
Clear Zones	25 ft. corner clearance required. Refer to Zoning Sec 5.5.9	Yes	Yes	
LANDSCAPING REQUIREMENTS				
Berms and ROW Planting				
- All berms shall have a maximum slope of 33%. Gradual slopes are encouraged. Show 1ft. contours - Berm should be located on lot line except in conflict with utilities. - Berms should be constructed with 6" of topsoil.				
Residential Adjacent to Non-residential (Sec 5.5.3.A) & (LDM 1.a)				
Berm requirements (Zoning Sec 5.5.3.A)	As the site to the west is also multi-family residential, no special	Densely planted evergreens along the west side of	- Yes - No	1. A landscape waiver is required for the proposed

Item	Required	Proposed	Meets Code	Comments
	screening is required on the west side of the property A 6-8 foot landscaped berm is required along the south property line of the main site area.	the property or a large wetland provide buffering for the Charneth Fen condominium development to the west - No berm is provided along the south property line but a line of densely planted evergreen trees is provided south of the southern drive and parking area. It is not clear what kind of sound buffering this would provide, versus the required berm. - The screening provided does not cover the entire developed area along the south property line		configuration. <i>At this time, it is not supported by staff because of two factors</i> <i>There is no assurance that vehicular noise from the drive and parking would be muffled sufficiently by the proposed screening</i> <i>The screening provided does not extend all the way to the west to screen the maintenance and trash compactor area.</i> 2. Please provide evidence of the sound buffering to the south, extend the buffering westward to completely screen the maintenance and compactor area. 3. Please replace the white pines along the south border with a Norway spruce or other evergreen that will provide better long-term screening than white pine will.
Adjacent to Public Rights-of-Way (Sec 5.5.B) and (LDM 1.b) (RM-1)				
Greenbelt width	- Adj to parking: 20 ft - Not adj to pkg: 34 ft	12.5 Mile Road: 50 ft - Novi Road: 20 ft	Yes	
Min. berm crest width	2 ft	0 ft	No	1. Landscape waivers are required for the lack of berms along both roads. 2. The required berm along 12.5 Mile Road is not being provided to save the existing

Item	Required	Proposed	Meets Code	Comments
				natural features. <i>The waiver for this is supported by staff.</i> 3. The required berm along Novi Road is not provided along the northern frontage to preserve the natural area. South of that, the varied topography makes a berm impractical. <i>As densely planted evergreens will shield Novi Road from the adjacent parking spaces, the waiver is supported for this area as well.</i> 4. The grading of the off-site detention basin does not allow a berm, but <i>as it is just a heavily landscaped detention pond, the berm wouldn't serve any useful screening purpose, so the lack of the berm is also supported for that section of Novi Road.</i>
Min. berm height	3 ft	0 ft	Yes	See above
3' wall	(4)(7)	No walls are proposed in the greenbelts		
Canopy deciduous or large evergreen trees (7)(10)(11)	1 tree per 35 lf 12.5 Mile Rd: • 490 lf not developed • $(744-490-20-58)/35 = 5$ trees Novi Rd North: • 680 lf not developed • $(1640-680-67-30) \text{ lf}/35 = 25$ trees Novi Rd South: • $370 \text{ lf}/35 = 11$ trees	• 12.5 Mile Rd: 4 trees • Novi Rd N: 22 trees • Novi Rd S: 11 trees	• No • No • Yes	1. A landscape waiver may be requested to not provide the required landscaping in the preserved areas. <i>It would be supported by staff.</i> 2. As only one emergency access lane is required, only one emergency access lane may be deducted from the 12.5 Road frontage. 3. Please revise the

Item	Required	Proposed	Meets Code	Comments
				calculations and plant all required trees. <i>As there is room for the required trees (net of the protected areas and drive openings), a waiver for the missing trees would not be supported by staff.</i>
Sub-canopy deciduous trees Notes (5)(6)(10)(11)	1 tree per 25 lf 12.5 Mile Rd: • 490 lf not developed • (744-490-20-58)/25 = 5 trees Novi Rd North: • 680 lf not developed • (1640-680-67-30) lf/25 = 35 trees Novi Rd South: • 370lf/25 = 15 trees	• 12.5 Mile Rd: 4 trees • Novi Rd N: 28 trees • Novi Rd S: 7 trees	• No • No • No	1. <i>As noted above, the landscape waiver for the protected areas would be supported by staff.</i> 2. Please revise the calculations per the actual widths of the two drives (not including the width of the clear vision zones). 3. Please revise the calculations and plant all required trees for 12.5 Mile Road and Novi Road North. <i>As there is room for the required trees (net of the protected areas and drive openings), a waiver for the missing trees would not be supported by staff.</i> 4. A landscape waiver is required for the missing subcanopy trees in Novi Road South. <i>It would be supported by staff since the required detention basin plantings and greenbelt canopy trees take up the room needed for the 8 additional subcanopy trees.</i>
Canopy deciduous trees in area between sidewalk and curb	1 tree per 35 lf 12.5 Mile Rd:	• 12.5 Mile Rd: 4 trees • Novi Rd N: 22	• Yes • Yes • Yes	1. Please show all existing street trees along Novi Road,

Item	Required	Proposed	Meets Code	Comments
(10)	• 490 lf not developed • (744-490-150)/35 = 3 trees Novi Rd North: • 680 lf not developed • (1640-680-150-125) lf/35 = 20 trees Novi Rd South: • 370lf/35 = 11 trees	trees • Novi Rd S: 8 trees including 3 existing		even if they are less than 8" dbh. 2. Existing trees to remain may be counted toward the requirement. 3. <i>A landscape waiver to not provide trees where there are existing utility conflicts would be supported by staff.</i>
Multi-Family Residential (Sec 5.5.3.F.iii)				
Multi-family Unit Landscaping (Zoning Sec 5.5.3.F.iii.b)	• 3 deciduous canopy trees or large evergreen trees per dwelling unit on the first floor. • 188 units * 3 = 564 trees • Up to 25% of requirement can be subcanopy trees	Total: 564 trees • 403 canopy/large evergreen trees • 1651 subcanopy trees (29% of total)	No	1. The 25% maximum for subcanopy trees is exceeded by 20 trees. 2. This requires a waiver that would not be supported by staff. 3. Please change 20 subcanopy trees to canopy trees or large evergreens.
Interior Street Landscaping (Zoning Sec 5.5.3.F.iii.b)	• 1 deciduous canopy tree along interior roads for every 35 lf (both sides), excluding driveways, interior roads adjacent to public rights-of-way and parking entry drives. • 2095/35 = 60 trees	60 trees	Yes	1. Please indicate what roads were used for the calculation. 2. Except where the line passes through areas highlighted in blue (parking lots), the roads highlighted in green on the image below should be used. 3. Please revise the calculation as required. 4. Unlike parking lot interior and perimeter trees, multifamily trees may not be used for this requirement (the plan shows that correctly now – just confirming that). 5. Trees in boulevard islands may not count as interior roadway trees, but multifamily unit trees

Item	Required	Proposed	Meets Code	Comments
				may be used there.
Foundation Landscaping (Zoning Sec 5.5.3.F.iii.b)	35% of building façades facing road must be landscaped	Based on the layout and the foundation details, these buildings are short of the requirement: A, B, C, D, 8, 9, 10, 11, 12 and 13	No	1. A landscape waiver is required for buildings where the landscaping of the building facing an interior drive does not cover 35% of the building. <i>2. The waiver is supported by staff for buildings 8 and 9 as they have double frontage and one side meets or exceeds the requirement.</i> <i>3. The waiver is supported for Building D as the long island softens the view of most of the north side of the building.</i> <i>4. The waiver is supported for Buildings 10, 11 and 12 as they face a minor traffic road and appear to have landscaped as much of the garage side of the buildings as possible.</i> 5. If additional landscaping was added between the drive and the entries in the center island of Building 13, enough frontage would be covered to meet the 35% requirement. <i>6. The waiver is not supported for Buildings A, B and C as no effort was made to soften the appearance of those buildings from</i>

Item	Required	Proposed	Meets Code	Comments
				<i>the drive. Please convert the central island to a landscaped island with a canopy tree, add as much landscape area to the road side of the buildings, and add canopy trees to the islands on either end of the buildings' parking area. With these done, the waiver may be supported by staff.</i>
Parking Area Landscape Requirements (Zoning Sec 5.5.3.C & LDM 5)				
General requirements	• Clear sight distance within parking islands • No evergreen trees	No plantings will block vision within the parking areas		
Name, type and number of ground cover	As proposed on planting islands	Based on the plant list, it appears that sod will be used.		
Parking lot Islands (Zoning Sec 5.5.3.c.ii, iii)	• A minimum of 200 SF to qualify • 200sf landscape space per tree planted in island. • 6" curbs • Islands minimum width 10' BOC to BOC	All islands with trees are labeled and are sized correctly for the number of trees in them	Yes	
Curbs and Parking stall reduction (Zoning Sec 5.5.3.c.ii)	Parking stall can be reduced to 17' with 4" curb adjacent to a sidewalk of minimum 7 ft.	Where possible, spaces are 17' long	Yes	
Contiguous space limit (Zoning Sec 5.5.3.c.ii.o))	Maximum of 15 contiguous spaces	Buildings B and C have bays with 16 consecutive spaces without a landscaped island.	No	The central islands west of buildings B and C should be converted into landscape islands with a canopy tree since those bays are greater than 15 spaces.
Category 1: For OS-1, OS-2, OSC, OST, B-1, B-2, B-3, NCC, EXPO, FS, TC, TC-1, RC, Special Land Use or non-residential use in any R district (Zoning Sec 5.5.3.C.iii)				
A = Total square footage of vehicular use areas x 7.5%	• A = x SF x 7.5% • A = 50,000 x 7.5% = 3750sf			1. Please indicate on a separate exhibit the areas that are included in the calculation. All of the areas highlighted in

Item	Required	Proposed	Meets Code	Comments
				blue on the attached image should be included. 2.If they didn't include those areas, please revise the calculation to include them.
B = Total square footage of additional paved vehicular use areas over 50,000 SF x 1 %	- B = (VUA-50000) SF x 1% - B = (50384-50000) x 1% = 4 sf	NA		See above
All Categories				
C = A+B Total square footage of landscaped islands	C = A + B C = 3750 + 4 = 3754sf	5253sf	Yes	
D = C/200 Number of canopy trees required	- D = C/200 - D = 3754/200 = 19 trees	19 trees	TBD	1. If necessary, please revise the calculation based on the above. 2. Parking lot interior and perimeter tree requirement may be met with multifamily unit trees but please indicate on the calculation whether all of the tree requirement has been met with multifamily trees (a total of 98 trees are separately provided as interior parking or perimeter trees)
Parking Lot Perimeter Trees (Zoning Sec 5.5.3.c.ii)	1 Canopy tree per 35 lf 2760/35 = 79 trees	79 trees	TBD	Please show the perimeter line used for the calculation on the requested image showing the parking lot areas and interior roadways bases for calculations.
Parking land banked	NA	None		
Miscellaneous Landscaping Requirements				
Plantings around Fire Hydrant (Zoning Sec 5.5.3.c.ii.j)	No plantings with matured height greater than 12' within 10 ft. of fire hydrants, manholes, catch basins or other utility	- No tree/utility conflicts are noted. - A note regarding required spacing for trees from	Yes	

Item	Required	Proposed	Meets Code	Comments
	structures. • Trees should not be planted within 5 feet of underground lines.	utilities is on Sheet L-1		
Landscaped area (g)	Areas not dedicated to parking use or driveways exceeding 100 sq. ft. shall be landscaped	Yes		
Name, type and number of ground cover (LDM 5)	As proposed on planting islands	Although not called out, based on the plant list it appears sod will be used	TBD	<u>Please indicate groundcovers on landscape plan with a typical call-out</u>
Snow deposit (LDM 10)	Show leave snow deposit areas on plan in locations where landscaping won't be damaged	No	No	Please show areas for the parking lots, as the parking lots will need somewhere for the plows to put the snow (along the drives will not be sufficient area).
Transformers/Utility boxes (LDM 6)	• A minimum of 2 ft. separation between box and the plants • Ground cover below 4" is allowed up to pad. • No plant materials within 8 ft. from the doors	A note indicates that all utility boxes will be screened per the city detail	TBD	1. <u>Please show transformers and other utility boxes when their locations are determined.</u> 2. <u>If box locations are not determined by final site plans, add a note to plan stating that all utility boxes are to be landscaped per the detail.</u> 3. <u>Please add an allowance of 10 shrubs per box on the plant list and label as such</u>
Detention/Retention Basin Planting requirements (Sec. 5.5.3.e, LDM 3)	• Clusters of large native shrubs shall cover 70-75% of the basin rim area at 10 ft away from the permanent water line. • Canopy trees must be located at 1 per 35lf of the pond rim 10 feet away from the permanent water level • 10" to 14" tall grass along sides of basin • Refer to wetland for basin mix	• Seed mixes are proposed for the detention pond • The correct shrub coverage is provided • Canopy woodland replacement trees are proposed around both ponds, as required and allowed	• Yes • Yes • Yes	Please make it clearer with hatching what areas will receive the stormwater mix and indicate with a different hatching what will be done with the areas outside of that seed mix.

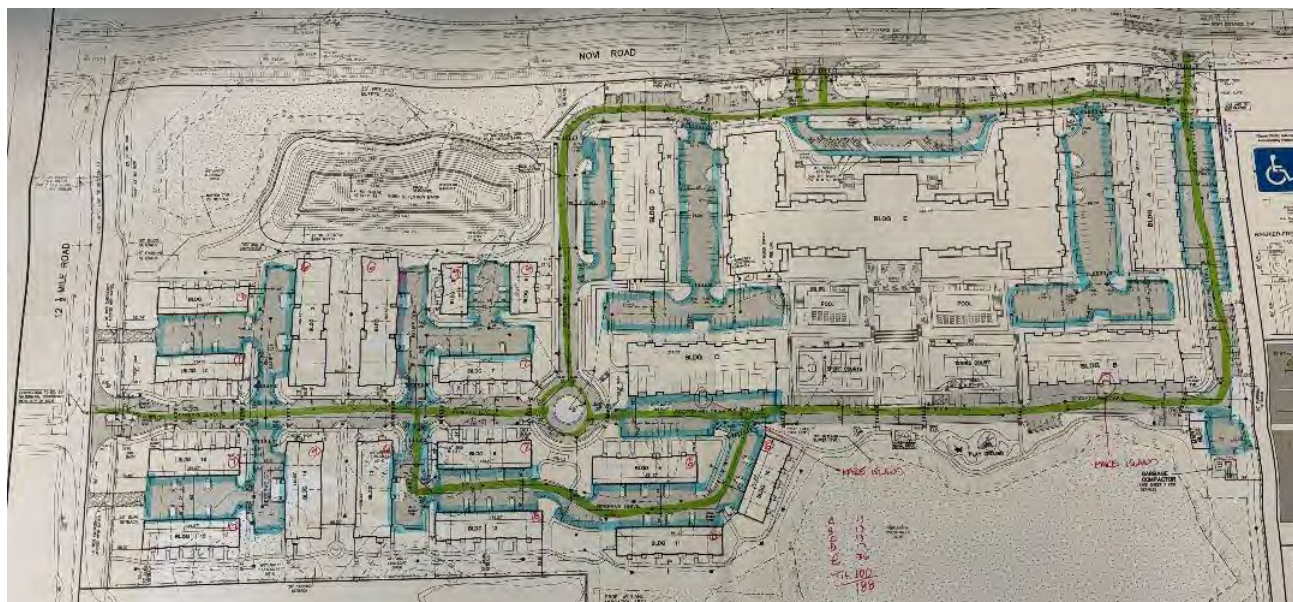
Item	Required	Proposed	Meets Code	Comments
	Include seed mix details on landscape plan			
Landscape Notes and Details– Utilize City of Novi Standard Notes				
Plant List (LDM 4,11) – Include all cost estimates				
Quantities and sizes		Yes	Yes	
Root type		Yes	Yes	
Botanical and common names	- At least 50% of plant species used, not including seed mixes or woodland replacement trees, must be species native to Michigan. - The non-woodland replacement tree diversity must meet the standards of the Landscape Design Manual section 4 (max 10% species and 15% genus).	23 of 49 species used (47%) are native to Michigan. - The number of red maples of various cultivars exceeds the 10% species limit - The number of crabapples, in total, exceeds the genus limit - Evergreens are not supposed to make up more than 10% of the total number of woodland replacements planted on the site but 36% of the trees (24% of the credits) are evergreens	- No - No - No - No	- Breakdowns of the non-woodland replacements and woodland replacements are provided at the end of this chart. Please use more native species in the plant mix and increase the number of plants of the swamp white oaks, sugar maples and American lindens, which are basically token quantities. Please reduce the number of crabapples to meet the 15% maximum for a genus. Adirondack and Radiant crabs are especially heavily used. Please reduce the number of red maples used for non-woodland replacements to only 10% for the species. - Bowhall maples do not have a sufficiently large mature canopy width to count as a canopy tree. Please use a larger selection. Please reduce the total number of evergreen trees used

Item	Required	Proposed	Meets Code	Comments
				as replacements to 10% or less. 7. <u>Woodland replacements are not required to follow the same diversity requirements as non-woodland replacements, in order to more closely resemble what was removed. The applicant is encouraged to use more species such as sugar maple, American elm (Dutch elm resistant varieties), oaks, American beech, hickories (undersized trees could be used in order to obtain them) in place of some of the replacement species selected that don't appear on the tree survey).</u>
Type and amount of lawn		Sod	Yes	
Cost estimate (LDM 10.h.(11))	For all new plantings, mulch and sod as listed on the plan	Yes	Yes	<u>Please use a unit cost of \$375 ea for all subcanopy trees and \$3.00/syd for seed.</u>
Planting Details/Info (LDM Part III) – Utilize City of Novi Standard Details				
Canopy Deciduous Tree	Refer to LDM for detail drawings	Yes	Yes	
Evergreen Tree		Yes	Yes	
Shrub		Yes	Yes	
Multi-stem tree		Yes	Yes	
Perennial/ Ground Cover		Yes	Yes	
Tree stakes and guys	Wood stakes, fabric guys.	Yes	Yes	
Cross-Section of Berms (LDM 1.a.(1))				
Slope, height and width	• Label contour lines • Maximum 33% slope • Constructed of loam	A standard berm cross section detail is provided	Yes	As no berms are proposed, this detail can be removed from

Item	Required	Proposed	Meets Code	Comments
	• 6" top layer of topsoil			the plan set if desired.
Type of Ground Cover		Lawn is indicated	Yes	
Setbacks from Utilities	Overhead utility lines and 15 ft. setback from edge of utility or 20 ft. setback from closest pole, 10 feet from structures, hydrants	- There are no overhead utilities along Novi Road - An overhead wire slants across the north end of the property, mostly south of the property line and greenbelt.	No	1. Show all utilities on landscape plan. 2. Space all trees appropriately from utility lines, poles and utility structures
Walls (LDM 10 & Zoning Sec 5.5.3.vi)				
Material, height and type of construction footing	Freestanding walls should have brick or stone exterior with masonry or concrete interior	A number of walls short in height are proposed	TBD	<u>Provide dimensioned wall details and TW/BW elevations.</u>
Walls greater than 3 ½ ft. should be designed and sealed by an Engineer		TBD	TBD	<u>If walls are taller than 3 ½ feet, please have engineer design, sign and seal.</u>
Notes (LDM 10) – Utilize City of Novi Standard Details				
Installation date (LDM 2.i. & Zoning Sec 5.5.5.B)	- Provide intended date - Between Mar 15 – Nov 15	Yes	Yes	
Maintenance & Statement of intent (LDM 2.m & Zoning Sec 5.5.6)	- Include statement of intent to install and guarantee all materials for 2 years. - Include a minimum one cultivation in June, July and August for the 2-year warranty period.	Yes	Yes	
Plant source (LDM 2.n & LDM 3.a.(2))	Shall be northern nursery grown, No.1 grade.	Yes	Yes	
Establishment period (Zoning Sec 5.5.6.B)	2 yr. Guarantee	Yes	Yes	
Approval of substitutions. (Zoning Sec 5.5.5.E)	City must approve any substitutions <u>in writing</u> prior to installation.	Yes	Yes	
General Landscape Requirements (LDM)				
General Conditions (LDM 11)	Plant materials shall not be planted within 4 ft. of property line	No	No	Please add note along the south property lines of both parcels.
Irrigation (LDM 10.i.)	A fully automatic irrigation system and a	A note indicates that an irrigation	No	1. Please add an <u>irrigation plan</u> or

Item	Required	Proposed	Meets Code	Comments
	method of draining is required with Final Site Plan	system plan will be provided in the stamping sets		<u>information as to how plants will be watered sufficiently for establishment and long-term survival with the Final Plans, not the Stamping Set</u> 2. <u>The plan should meet the requirements listed at the end of this chart.</u> 3. <u>If xeriscaping is used, please provide information about plantings included.</u>
Other information (LDM 10.n)	Required by Planning Commission	NA		
Landscape tree credit (LDM11.b.(d))	- Substitutions to landscape standards for preserved canopy trees outside woodlands/ wetlands should be approved by LA. - Refer to Landscape tree Credit Chart in LDM	No		
Plant Sizes for ROW, Woodland replacement and others (LDM 11.b)	- Canopy Deciduous shall be 3" and sub-canopy deciduous shall be 2.5" caliper. - Refer to LDM section 11.b for more details	Correct sizes are shown on the plant lists	Yes	
Plant size credit (LDM11.b)	NA	None taken		
Prohibited Plants (LDM 11.b)	Do not use any plants on the Prohibited Species List	No prohibited plants are proposed	Yes	
Recommended trees for planting under overhead utilities (LDM 3.e)	Label the distance from the overhead utilities	There is an overhead line crossing the northern end of the site.	TBD	1. Clearly show any overhead lines on the landscape plan. 2. If they will remain, use appropriately sized trees near and under them. 3. If they will be removed, please note that.
Collected or Transplanted trees (LDM 11.b.(2)(c))		None		

Item	Required	Proposed	Meets Code	Comments
Nonliving Durable Material: Mulch (LDM 12)	- Trees shall be mulched to 3" depth and shrubs, ground covers to 2" depth - Specify natural color, finely shredded hardwood bark mulch. - Include in cost estimate.	Included in planting details	Yes	



Non-Woodland Replacement Tree Diversity					
Society Hill		4/4/2024		MAX PER LDM 4	
				10%	15%
Symbol	Count	Native	Species Ct	%species	%genus
ABU	47	1	1	6%	6%
AFU/AP/AF/AR	126	1	1	15%	16%
AS	4	1	1	0%	
ACU	41		1	5%	5%
APU	4		1	0%	0%
BNU	29		1	4%	8%
BP	38	1	1	5%	
CAU/CA	21	1	1	3%	8%
CFU/CF	42	1	1	5%	
GTU	56	1	1	7%	7%
LS	10		1	1%	1%
LTU/LT	34	1	1	4%	4%
MAU	53		1	7%	18%
MPU	32		1	4%	
MRU	58		1	7%	
PGU	35	1	1	4%	4%
PSU	27	1	1	3%	3%
QB	3	1	1	0%	7%
QMU	20	1	1	2%	
QRU/QR	35	1	1	4%	
TAU	7	1	1	1%	3%
TC	15		1	2%	
ZJU	77		1	9%	9%
Subtotal	814			100%	100%
OTHER					
CR		1	1		
CS		1	1		
LB		1	1		
PO		1	1		
TS			1		
IT			1		
IV		1	1		
HP			1		
HQ			1		
HO			1		
HE			1		
SE			1		
HP			1		
LM			1		
IG			1		
AM		1	1		
CI			1		
SH		1	1		
PD			1		
LE			1		
RF		1	1		
VP			1		
VT		1	1		
WF			1		
AL			1		
CA			1		
PV		1	1		
Total		23	49		
		47%			

Woodland Replacements Breakdown			
Society Hill			
Symbol	Count	%species	
ARR	33	11%	
ASR	16	5%	
BP	16	5%	
CO	16	5%	
GTR	3	1%	
LTR	29	9%	
QBR	44	14%	
QMR	15	5%	
QRR	5	2%	
TAR	22	7%	
ABR	52	17%	36%
PGR	28	9%	
PSR	32	10%	
Subtotal	311	100%	36%

WOODLAND & WETLAND REVIEW
Original Review 4/18/24
Updated Wetland 6/11/24



April 18, 2024

Lindsay Bell
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Submitted electronically to lbell@cityofnovi.org

Re: Society Hill – Woodland/Wetland Review (JSP24-04)

Dear Lindsay,

Merjent, Inc. (Merjent) has conducted a review of the preliminary site plan (PSP) for the Society Hill (also referred to as West Side of Novi Road Between 12 Mile Road and 12 ½ Mile Road; site) prepared by Seiber Keast Lehner and Allen Design (date 3/25/2024). Merjent reviewed the plan for conformance with the City of Novi's (City) current Woodland Protection Ordinance, Chapter 37, and Wetlands and Watercourse Protection Ordinance, Chapter 12 Article V. The site is located southwest of the intersection of 12 ½ Mile Road and Novi Road and is proposed within parcels 50-22-10-400-020 through 50-22-10-400-028 with an additional parcel located further south at parcel number 50-22-10-400-055. The site contains City-regulated woodlands and City-regulated wetlands (**Figure 1** and **Figure 2**).

Woodlands

Woodland Recommendation: Merjent **does not recommend approval** of the Society Hill PSP. A list of comments is provided below to meet the requirements of the Woodland Protection Ordinance. The following Woodland Regulations apply to this site:

Woodland Regulation	Required
Woodland Permit (Chapter 37, Section 37-26)	Yes
Tree Replacement (Chapter 37, Section 37-8)	Yes
Tree Protection (Fence; Chapter 37, Section 37-9)	Yes
Woodland Conservation Easement (Chapter 37-30[e])	Yes, if feasible

Woodland Review Comments

1. City-regulated woodlands, as identified on the City of Novi Woodlands interactive map website, are present onsite. **Note that both the woodlands and property limits depicted on the City map are considered approximations (Figure 1).** Pursuant to Section 37-2 and Section 37-4 of Chapter 37, Woodlands Protection, woodland areas can be identified by additional features such as soil quality, habitat quality, tree species and diversity, health and vigor of tree stand, understory species and quality, presence of wildlife, and other factors such as the value of the woodland area as a scenic asset, wind block, noise buffer, healthy environment, and the value of historic or specimen trees. A site visit was performed on April 12 and 15, 2024 to verify and review the extent of woodlands on-site. Merjent has

determined that the majority of the trees on-site should be considered regulated woodland due to the stand density and connectivity to other larger regulated woodland areas. Additionally, various wildlife such as raccoons (*Procyon lotor*), wild turkeys (*Meleagris gallopavo*), and mallard ducks (*Anas platyrhynchos*) were seen throughout the site. **Figure 1** (attached) has a modified polygon showing the additional approximate woodland areas onsite. Select photos from the site visits are included in **Attachment A**.

- a. Some trees have been noted to be outside of the “regulated woodland line.” These trees are considered to be within a regulated woodland due to the stand composition and connectivity to a larger woodland area. The PSP should be revised to include these trees to be counted as regulated woodland removals and should be assigned replacement values.
 - b. Accordingly, additional trees may need to be surveyed in the southern portion of the site to account for the expanded regulated woodland.
2. When a proposed site plan is located within a regulated woodland, any tree proposed for removal with a diameter at breast height (DBH) greater than or equal to eight inches will require tree replacement and a Woodland Use Permit per Section 37-8. This also applies to any tree that will be preserved, but where impacts to critical root zones are proposed.
 3. Regardless of the presence of regulated woodlands onsite, a Woodland Use Permit is required to perform construction on any site containing the removal of trees larger than 36 inches in diameter at breast height (DBH).
 4. The plan has proposed the removal of 1,338 trees. A **Woodland Use Permit** is required to perform construction on any site containing regulated woodlands. The permit for this site would require Planning Commission approval because there are more than three trees proposed to be impacted/removed by construction. Comment five (below) may affect the total number of proposed trees for removal.
 5. **Woodland Replacement.** Based on review of the plan, the following woodland replacements are currently listed:

Tree Size (DBH, inches)	Number of Trees	Ratio Replacement/Removed Tree	Total Replacements Required
8-11	610	1	610
12-20	598	2	1,196
21-29	125	3	375
30+	1*	4	4*
Multi-stem	4	Sum of Stem DBH/8 (rounded up)*	17
Total	1,338	-	2,202

*Current PSP does not have many of these trees counted and should be adjusted accordingly (see below).

After reviewing the tree survey, the following trees appear to have incorrect replacement values:

- 1952
- 9132
- 264
- 266
- 317
- 1171
- 1172
- 1421
- 1487
- 1488
- 1533
- 1536

The trees above should have their replacement values reviewed and fixed accordingly. Additionally, the inclusion of some trees currently listed as “Exempt” will affect the total replacements required.

6. A replacement plan and cost estimate for the tree replacement will be necessary prior to final site plan approval by the City. Woodland replacement credits can be provided by:
 - a. Planting the woodland tree replacement credits on-site.
 - b. Payment to the City of Novi Tree Fund at a rate of \$400/woodland replacement credit.
 - c. Combination of on-site tree planting and payment into the City of Novi Tree Fund (\$400/woodland replacement credit).

For tree replacement credits that will be planted on site, a financial guarantee of \$400/tree replacement credit is required to ensure the planting of the on-site woodland replacement credits. The financial guarantee will be released after trees have been planted and approved by the City of Novi. The applicant must request a tree planting inspection.

Woodland replacements shall be guaranteed for two growing seasons after the applicant’s installation and the City’s acceptance. A two-year maintenance bond in the amount of 25% of the value of the trees, but in no case less than \$1,000, shall be required to ensure the continued health of the trees following acceptance. Based on a successful inspection two years after installation of the on-site Woodland Replacement trees, the Woodland Replacement Performance Guarantee shall be returned to the Applicant. The Applicant is responsible for requesting this inspection. See Chapter 26.5, Section 26.5-37 for additional information.

While not necessary for PSP approval, sheet L-4 does provide a list of species that are proposed be planted. It should be noted that non-native species such as *Malus* spp., *Tilia cordata*, and *Thuja standishii* x *plicata* will not be counted as viable woodland replacement species. Section 37-8 of the City of Novi Woodlands Protection Ordinance and the [City of Novi Landscape Design Manual](#) provide guidelines for replacement trees, should they be planted.

7. **Critical root zone.** Accurate critical root zones must be depicted on the site plan for all regulated trees within 50 feet of the proposed grading or construction activities. Tree symbols are present on the plan but are relatively small. Additionally, it is unclear whether the tree symbol on the plan represents the trunk, dripline, or critical root zone of the tree. The tree symbol should be clarified in the legend or elsewhere on the plan. Critical root zones should be identified using a separate symbol on the site plans.
8. Regulated woodland disturbance includes impacts to the critical root zone of regulated trees, including but not limited to encroachment by grading, landscaping, and construction. If impacts to the critical root zone of regulated woodland trees are proposed – woodland replacements are required. Revised woodland replacement calculations or plan revisions may be necessary to address any unclear encroachments into the critical root zone.
9. Based on a site visit performed on April 12 and 15, 2024, the trees depicted in the site plan for the parcel boundary are partially accurate and the tree survey matches what is within the parcel boundary. **However**, per Section 37-28, all such trees shall be identified in the field by the painting of identifying numbers in nontoxic paint of a white, yellow, or orange color, or by a tree identification tag affixed loosely with a single nail and should accompany a tree survey with matching numbers. Many of the trees onsite were not marked via any of the aforementioned methods or had tree tags that did not match the numbers in the survey. Prior to recommending PSP approval, trees equal to or larger than eight

inches DBH should be tagged in the field and accurately identified on site plans (with matching tags). Due to the inconsistencies in tree survey identifiers and onsite conditions, an additional review will be performed after the trees have been correctly tagged with matching values in a tree survey.

Photographs of the site visit are enclosed in **Attachment A**. Select photos are included that compare approximate trees with values listed in the PSP.

Wetlands

Wetland Recommendation: Merjent **does not recommend approval** of the Society Hill PSP based on the comments provided below.

Upon review of published resources, the Site appears to contain or immediately borders:

- ☒ City-regulated wetlands, as identified on the City of Novi interactive map website. Note that both wetland and property limits depicted on the City's map are considered approximations (**Figure 2**).
- ☒ Wetlands that are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- ☒ Wetlands as identified on National Wetland Inventory (NWI) and Michigan Resource Inventory System (MIRIS) maps, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment B**). NWI and MIRIS wetlands are identified by the associated governmental bodies' interpretation of topographic data and aerial photographs.
- ☒ Hydric (wetland) soil as mapped by the U.S. Department of Agriculture, Natural Resources Conservation Service, as identified on the EGLE Wetlands Viewer interactive map website (**Attachment B**).

Permits and Regulatory Status

Due to the comments below, the following wetland-related items will be required for this project:

Item	Required/Not Required
Wetland Permit (specify Non-minor or Minor)	Required
Wetland Mitigation	Required
Environmental Enhancement Plan	Required, Mitigation Plan
Wetland Buffer Authorization	Required
EGLE Wetland Permit	Required
Wetland Conservation Easement	Required

Wetland Review Comments

- PSP sheet number two depicts six wetlands (Wetlands A through F) but subsequent sheets in the PSP depict seven wetlands onsite. Additionally, sheet two and sheets three and four depict the wetlands with differing identifiers. For a consistent review, the applicant should depict all wetlands onsite with unique identifiers, classification, and sizes that are consistent throughout the site plan.
- Merjent reviewed a Wetland Boundary Determination conducted by the Mannik and Smith Group (MSG) on November 28, 2023. Merjent concurs with their review, however, Merjent conducted additional site visits on April 12 and 15, 2024 and found additional areas that may be considered

wetlands and/or streams onsite (see comments below). For the purposes of this review, wetlands will be addressed using the identifiers on sheets three and four. The photographs provided in **Attachment A** may be labeled using identifiers from sheet two, but captions will address any inconsistencies.

- a. Although one of the site visits was performed during rain, an additional site visit was conducted during drier conditions; both site visits were conducted during normal antecedent precipitation conditions (**Attachment B**). The wetland boundaries depicted on the site plans semi-accurately depict the wetlands onsite. Four potential wetland areas may have been missed during previous reviews. Additionally, Wetlands D and C may have potential connections that were identified in a previous delineation that appear to still be present. Photos of each subsequent area with GPS coordinates are provided in **Attachment A**, additional attachments/maps of these areas are provided in **Attachment B**, and brief explanations are provided below addressing each area from north to south throughout the site.
 - Potential Missed Wetland 1 – identified in **Attachment B** as “Potential Missed Wetland.” This area contained standing water, water-stained leaves, and a dominant cover of green ash (*Fraxinus pennsylvanica*) saplings and young trees during both site visits. This area is in proximity to Tree 99 (green ash) identified in the tree survey. Inundation is visible on various aerial imagery photographs.
 - Potential Missed Wetland 2 – identified in **Attachment B** as “Potential Missed Vernal Pool.” This area was flooded during both site visits and displays characteristics typical of a [vernal pool](#). Inundation is visible on various aerial imagery photographs.
 - Potential connection between Wetlands C, D, and B – identified in **Attachment B** as “Potential Connection Between Wetlands.” Portions of this area exhibited characteristics of a stream and contained water-stained leaves and various wetland grasses, sedges, and skunk cabbage (*Symplocarpus foetidus*). Water was present during both site visits. A stream like connection can be seen in this area on aerial imagery.
 - Potential Wetland Extension – identified as “Potential Wetland E Extension” in **Attachment B**. This area exhibited water-stained leaves, standing water, and is proximal to wetland trees such as green ash and American elm (*Ulmus americana*) as identified by Trees 910, 754, and 761-764 in the tree survey.
 - Potential Missed Wetland 3 – identified as “Potential Hillslope Wetland and Associated Stream” in **Attachment B**. This area exhibited a groundwater seep or perched spring atop a hillslope with spikerushes (*Eleocharis* sp.), sedges, and sweet woodreed (*Cinna arundinacea*). The area drained into a swale that empties into Wetland B.
 - Potential Missed Wetland 4 – identified as “Potential Southeastern Wetland Missed” in **Attachment B**. This area is a concave depression and contained water-stained leaves. This area is dominated by wetland trees identified as Trees 1676-1682 and 1735-1738 in the tree survey.
 - MSG noted an area identified as Wetland G on sheets 3 and 4 but is absent from sheet 2. As previously mentioned, all sheets related to wetlands should consistently identify all wetlands.
- b. Due to the numerous wetlands potentially missed by the applicant in both MSG’s and this review, it is recommended that the applicant provide a wetland delineation report detailing why the aforementioned areas may or may not be wetlands. Additionally, it is recommended that the applicant conduct U.S. Army Corps of Engineers (USACE) wetland data forms at each of

these areas to verify the presence/absence of all three wetland criteria. Alternatively, the applicant can request a Level 3 Wetland Identification Program (WIP) through EGLE to verify the presence/absence of additional wetlands onsite.

- c. The City of Novi Code of Ordinances, Chapter 12, Article V defines an essential wetland as meeting one or more of the criteria listed in subsections 12-174(b)(1) through (10). Any additional wetlands found onsite will likely meet one or more of the essentiality criteria due to the presence of flooding found onsite and multiple mallards, turkeys, and raccoons seen throughout the site during the site visits.
3. EGLE is the final authority of the location and regulatory status of state-regulated wetlands in Michigan. It has been discovered that different variations of the site plan have been provided to EGLE and permits have been granted by EGLE for differing site plans.

To ensure consistent reviews between both the City and EGLE, this review letter may be provided to EGLE for their review associated with site *63-12 ½ Mile Road & Novi Road-Nov*i in the MiEnviro Portal.

As mentioned above, EGLE is the final authority of the location and regulatory status of state-regulated wetlands in Michigan. Upon review of the MiEnviro Portal site *63-12 ½ Mile Road & Novi Road-Nov*i, a Pre-application Meeting appears to have been conducted in June 2023 under a different site plan design. Typically, EGLE Pre-application Meeting results are bound for two years provided project locations and plans are not altered.

4. In addition to wetlands, the City of Novi regulates wetland and watercourse buffers/setbacks. Article 24 of the Zoning Ordinance, Schedule of Regulations, states: "There shall be maintained in all districts a wetland and watercourse setback, as provided herein, unless and to the extent, it is determined to be in the public interest not to maintain such a setback. The intent of this provision is to require a minimum setback from wetlands and watercourses". The established wetland and watercourse buffer/setback limit is 25 horizontal feet, regardless of grade change.

Because of the potentially missed wetlands, Merjent is unable to determine if additional 25-foot setbacks will be impeded. An updated delineation/site plan verifying the presence or absence of the potentially missed wetlands will be required prior to making this determination.

5. When a project permanently impacts 0.25 acre or more of essential wetland, the City of Novi requires mitigation at a ratio of 2:1 for forested wetlands and 1.5:1 for emergent and scrub-shrub wetlands. As previously mentioned, onsite wetlands types should be individually quantified on site plans to determine if mitigation will be required. Additionally, MSG noted in their review (Comment 1) that wetland types be individually quantified on the PSP. As currently presented, a conservative mitigation ratio of 2:1 will need to be utilized for all wetland impacts due to the uncertainty of wetland types onsite.

Current wetland impacts are proposed to be 0.85 acre in size. Utilizing a mitigation ratio of 2:1, approximately 1.69 acres of wetland mitigation are required for this project. Sheet 15 states that 0.92 acre of mitigation will be provided onsite. The applicant needs to account for the additional 0.77 acre of mitigation whether that be on-site or off-site. Per Section 12-176 "Mitigation shall be provided onsite where practical and beneficial to the wetland resources. If onsite mitigation is not practical and beneficial, mitigation in the immediate vicinity, within the same watershed, may be considered.

Mitigation at other locations within the city will only be considered when the above options are impractical.”

Due to the need for an additional 0.77 acre of mitigation, the applicant should provide a feasible location on-site. If on-site mitigation cannot be provided, the applicant must provide an off-site conceptual mitigation plan that contains the following information:

- The location of the proposed wetland mitigation site in relation to the proposed Society Hill site. A location map for the mitigation site should be provided with the nearest crossroads and/or identifiable landmarks.
- The total acreage and ecological type of the wetland that will be created and/or expanded.
- A brief description of existing conditions at the proposed mitigation site. Existing conditions include but are not limited to, general topography, soils, vegetation, and any existing hydrology.
- A brief description of the method with which the mitigated wetland will be created and/or expanded. A detailed engineering design is not required, but the source of water for the mitigated wetland should be identified.

For final site plan approval, the applicant will need to provide all required criteria stated in Section 12-176 in the final site plan or appended to the final site plan review submission.

Should you have any questions or concerns with this review, please contact me via email at jason.demoss@merjent.com or via phone at (619) 944-3835.

Sincerely,

Merjent, Inc.



Jason DeMoss, PWS
Environmental Consultant



Kyle Luther, MI Registered Forester # 47070
Environmental Consultant

Enclosures:

Figure 1 – City of Novi Woodlands Map
Figure 2 – City of Novi Wetlands Map
Attachment A – Site Photographs
Attachment B – Wetland Resource Documents

CC:

Diana Shanahan, City of Novi, dshanahan@cityofnovi.org

Rick Meader, City of Novi, rmeader@cityofnovi.org

Barbara McBeth, City of Novi, bmcbeth@cityofnovi.org

Kyle Luther, Merjent, kyle.luther@merjent.com

Robb Roos, Merjent, robb.roos@merjent.com



Figure 1. City of Novi Regulated Woodlands Map

Approximate Site boundary is shown in Red.

(Approximate) Regulated Woodland areas are shown in Green. Extended approximate woodland areas are shown in Orange.



Figure 1, Continued. Site Oblique-angle Aerial Photography

Oblique-angle overview of the site. Dense cover of trees and connectivity to other forested areas can be seen at the southern portion of the northern site and the southeastern corner of the southern site.

North arrows are at the top left corner of each image, and imagery dates are at the bottom left corner of each image.

Images are © All EagleView Technology Corporation



Figure 2. City of Novi Regulated Wetlands Map
 Approximate Site boundary is shown in red.
 (Approximate) Regulated Wetland areas are shown in turquoise.

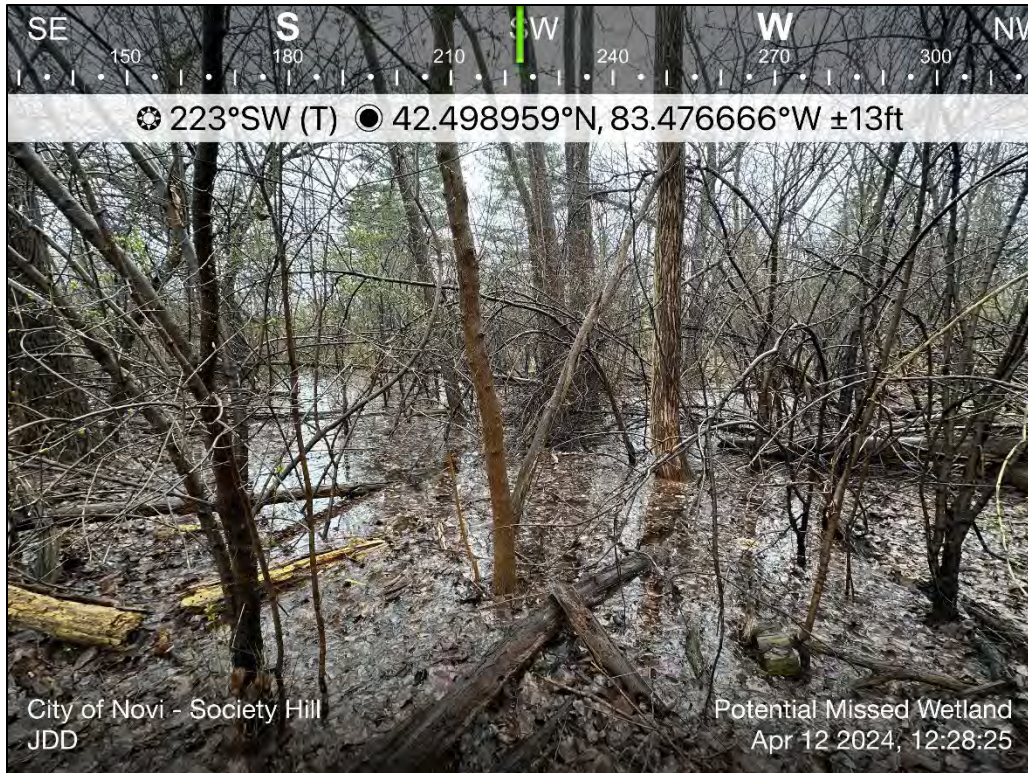
Attachment A
Site Photographs



Overview of wetland flagged at south parcel



Overview of the potential hillslope wetland identified in **Attachment B**. Also identified in comments as Potential Missed Wetland 3.



Overview of the potential southeastern wetland missed identified in **Attachment B**. Also identified in the comments as Potential Missed Wetland 4.



Overview of the potential missed vernal pool identified in **Attachment B**. Also identified in the comments as Potential Missed Wetland 2.



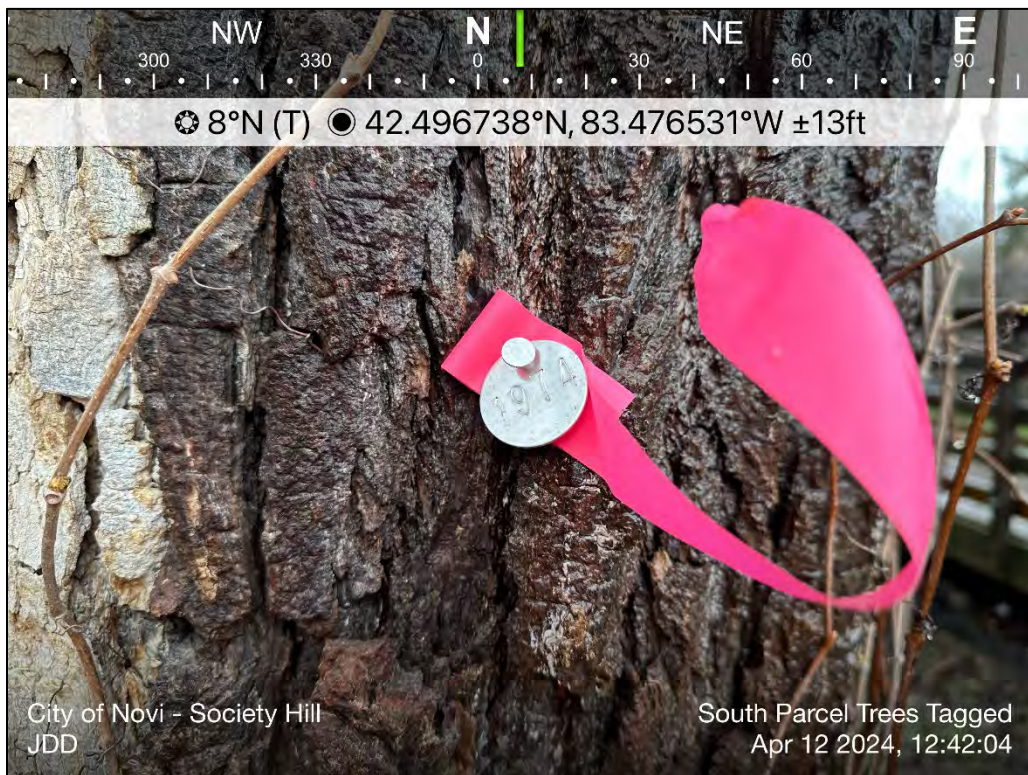
Overview of the potential missed wetland in **Attachment B**. Also identified in the comments as Potential Missed Wetland 1.



Stream/swale draining from Potential Missed Wetland 3.



Stream/swale draining from Potential Missed Wetland 3.



Tree tags at the southern parcel match the tree survey provided in the PSP. Tree tag 1974.



Overview of the expanded regulated woodland at the southern parcel.



Overview of the southern parcel.



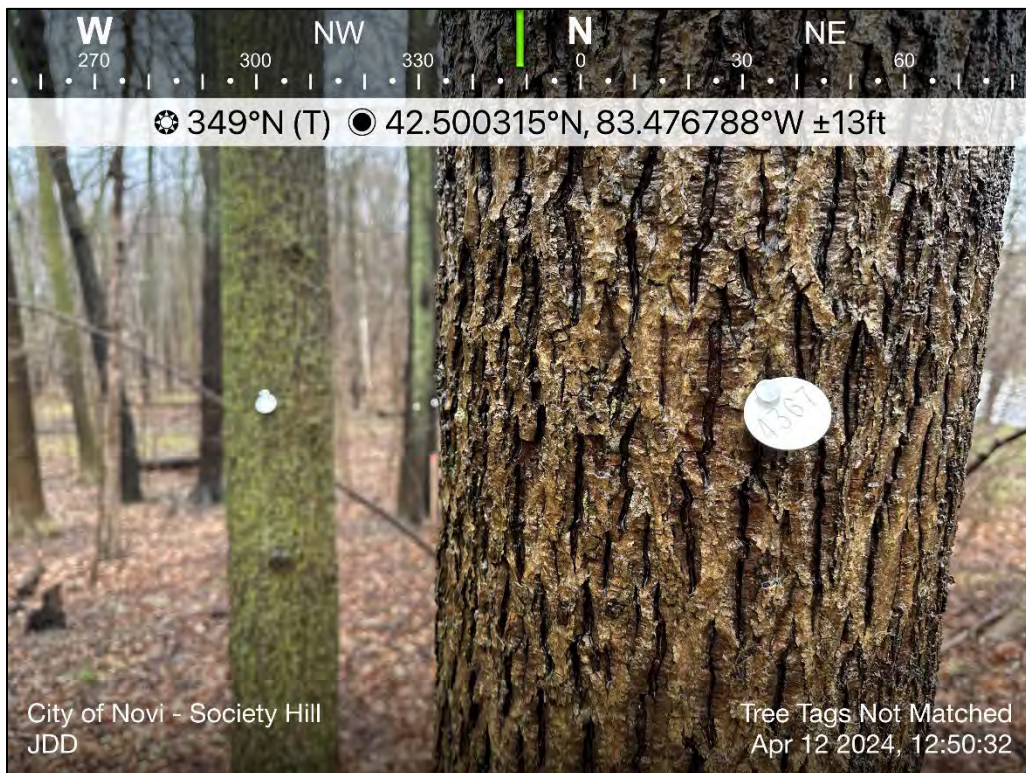
Overview of the expanded regulated woodland at the southeastern portion of the northern parcel.



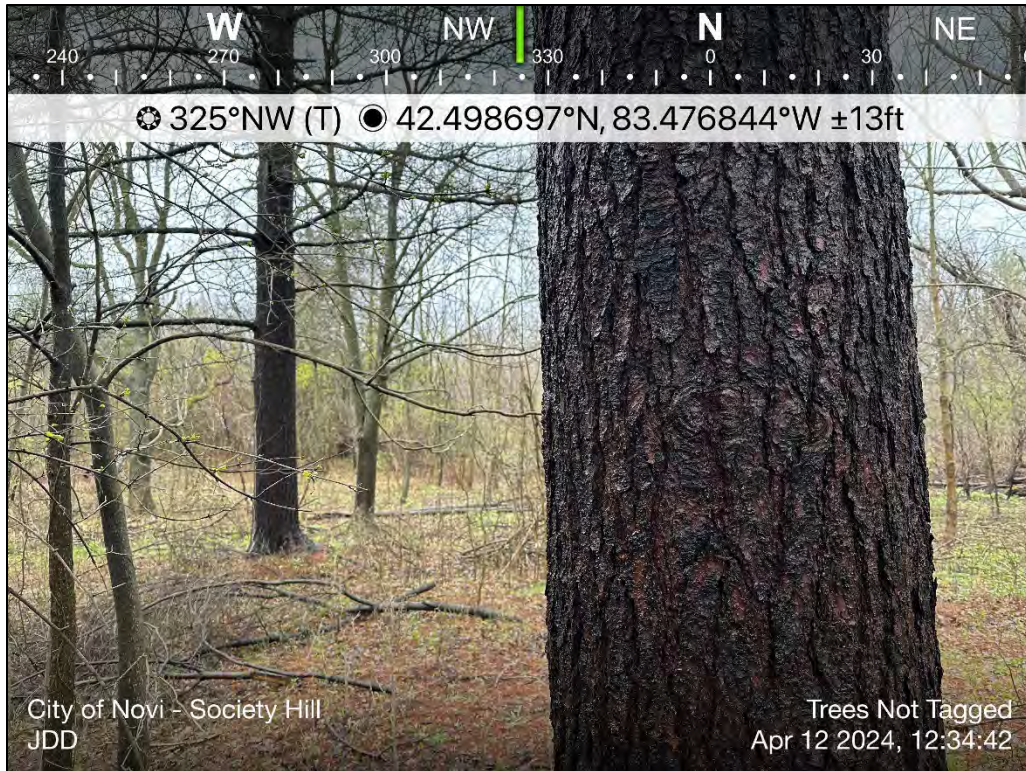
Overview of the expanded regulated woodland at the southern portion of the northern parcel.



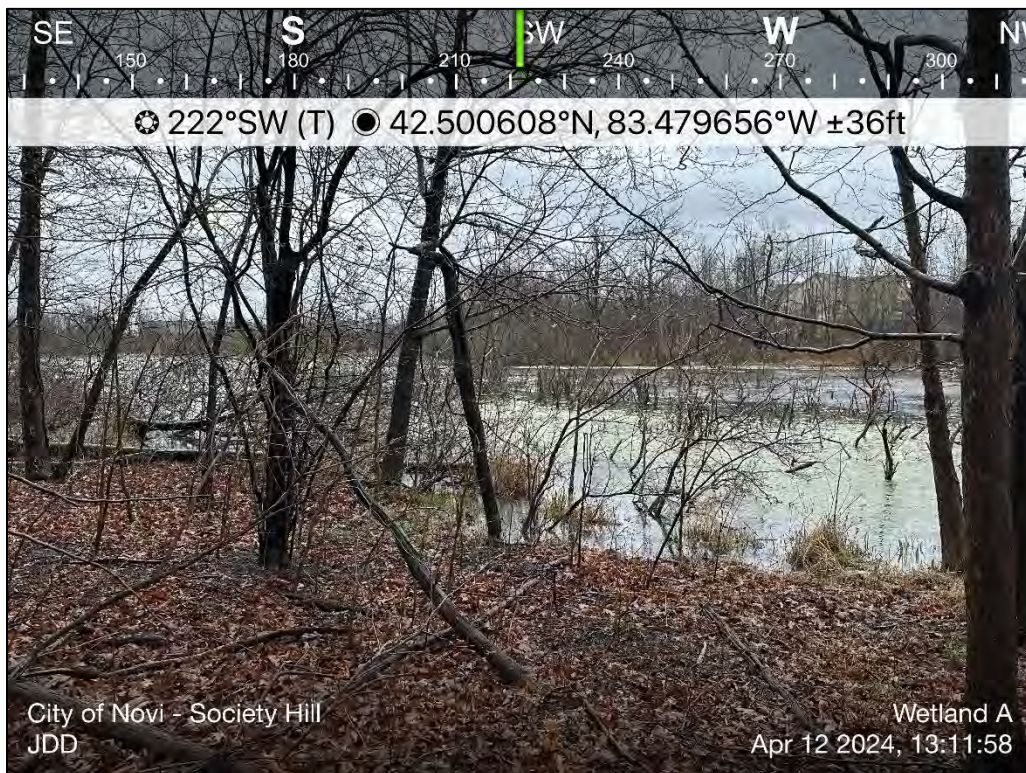
Overview of a tree tag that does not match the survey. This tree is approximately located around Tree 679 identified in the PSP. Tree tag reads as 4339.



Overview of a tree tag that does not match the survey. This tree is approximately located around Tree 1104 identified in the PSP. Tree tag reads as 4367.



Many trees onsite did not contain any markings/tags. The trees photographed are proximal to Tree 1740 identified in the PSP.



Overview of Wetland A.



Overview of Wetland E (Wetland B on sheet two).



Overview of Wetland F (Wetland C on sheet two).



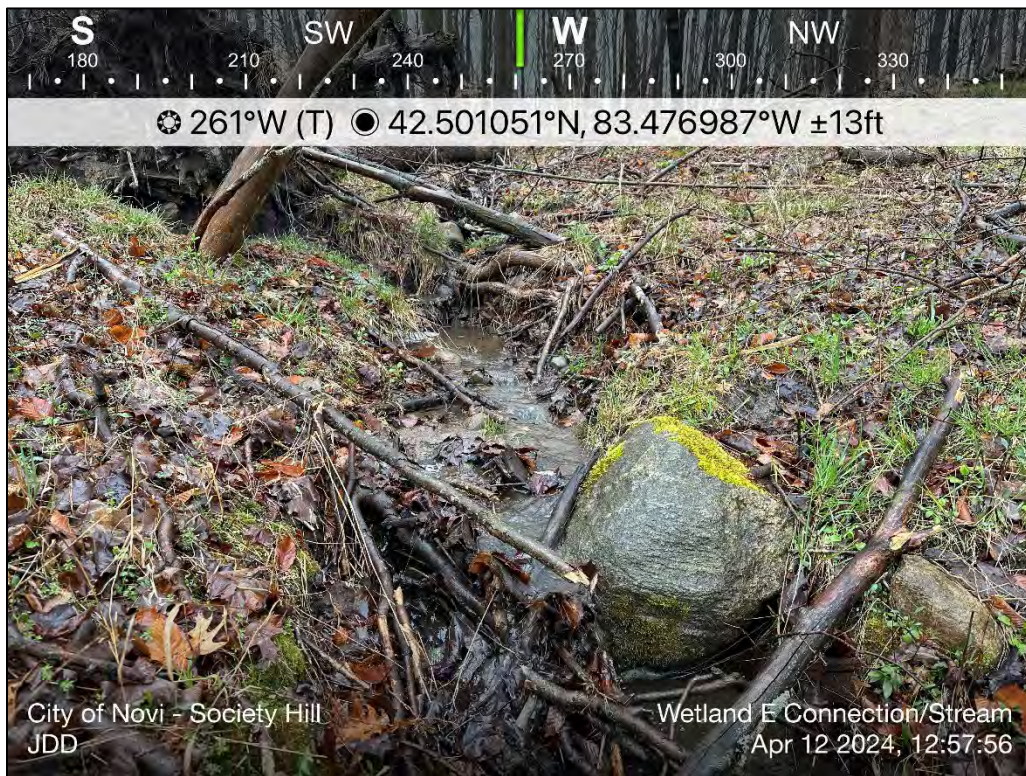
Overview of Wetland B (Wetland D on sheet two).



Overview of northern Wetland B (Wetland D on sheet two).



Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland E on sheet two.



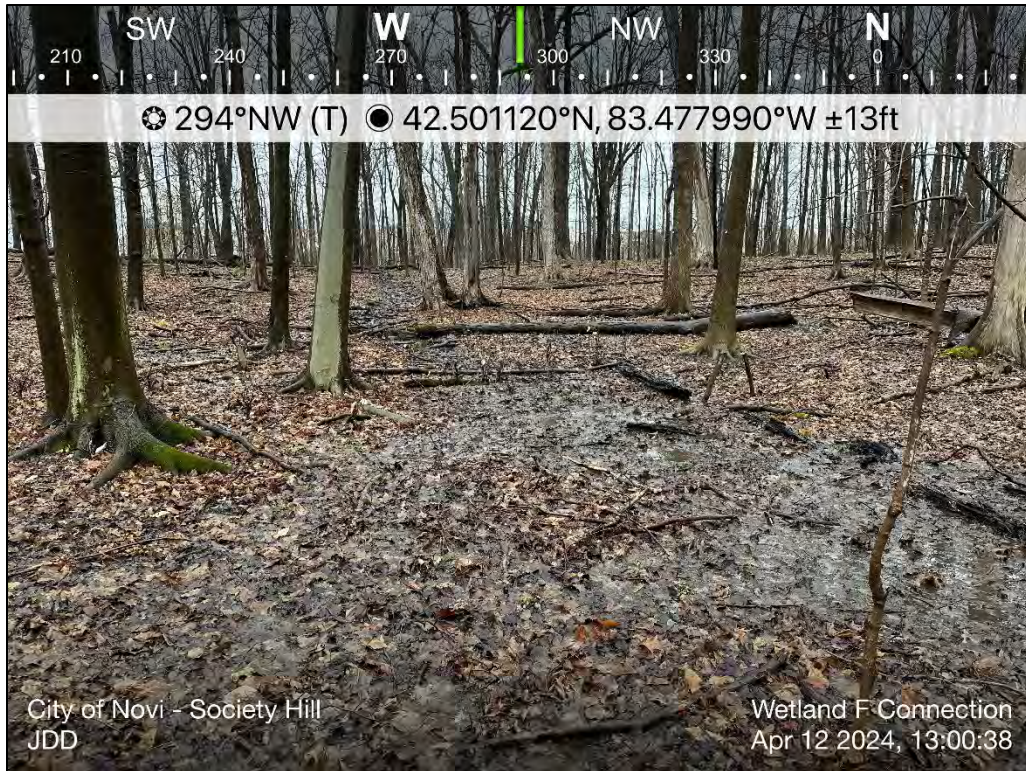
Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland E on sheet two.



Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland E on sheet two.



Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland E on sheet two.



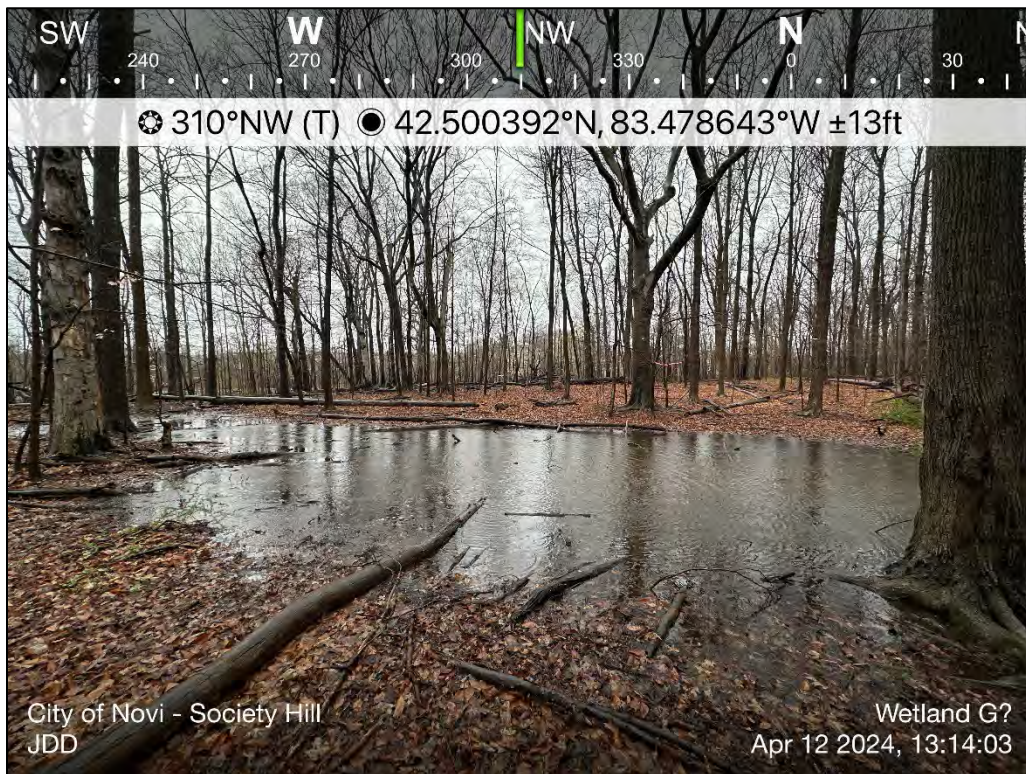
Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland F on sheet two.



Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland F on sheet two.



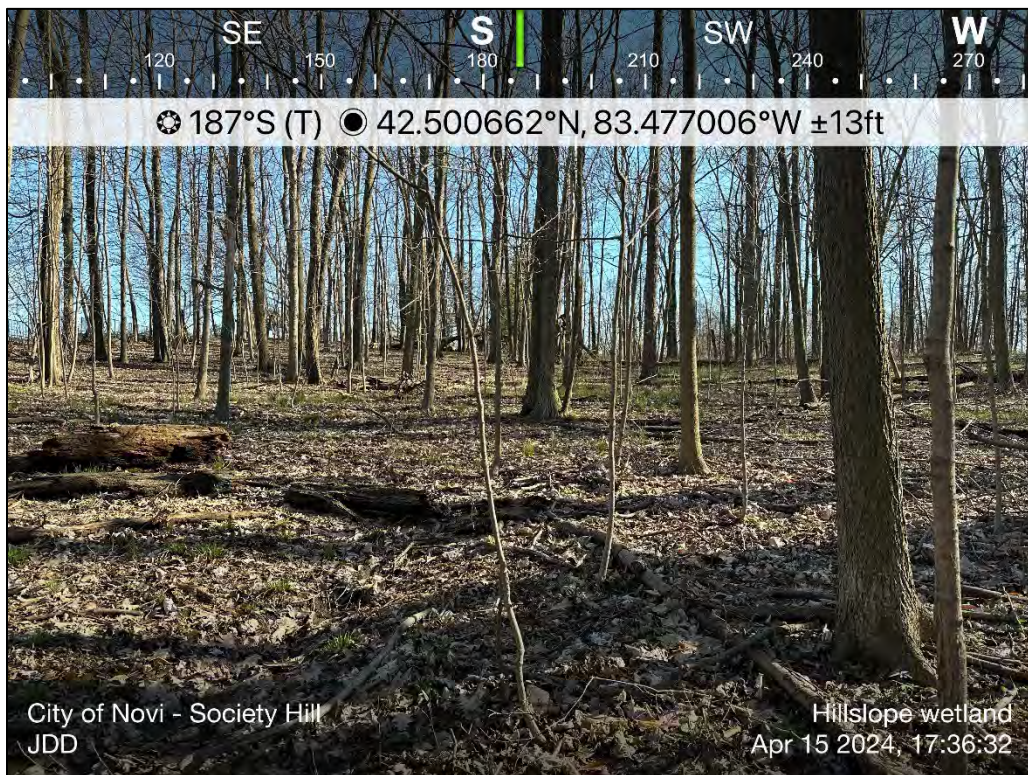
Overview of Wetland D (Wetland F on sheet two).



Overview of Wetland G, which is not identified on sheet two.



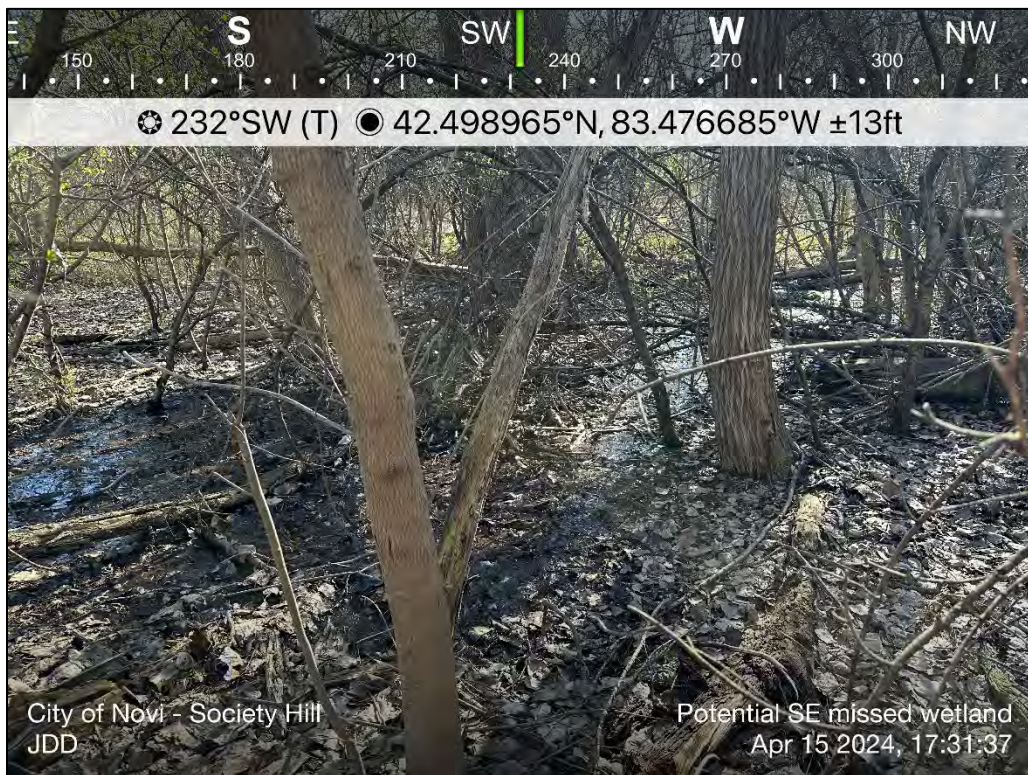
Overview of the central portion of the site. None of the trees in this area contained tree tags/markings.



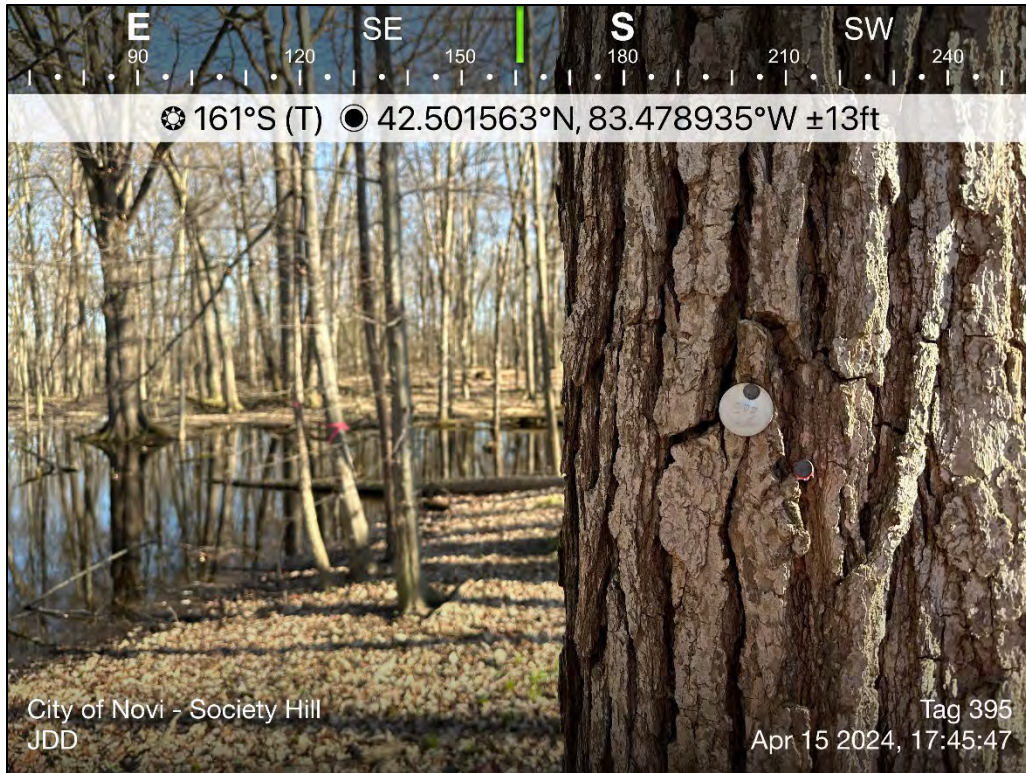
Overview of Potential Missed Wetland 3.



Overview of Potential Missed Wetland 1.



Overview of Potential Missed Wetland 4.



Overview of a tree tag that does not match the survey. This tree is approximately located around Tree 469 identified in the PSP. Tree tag reads as 395.

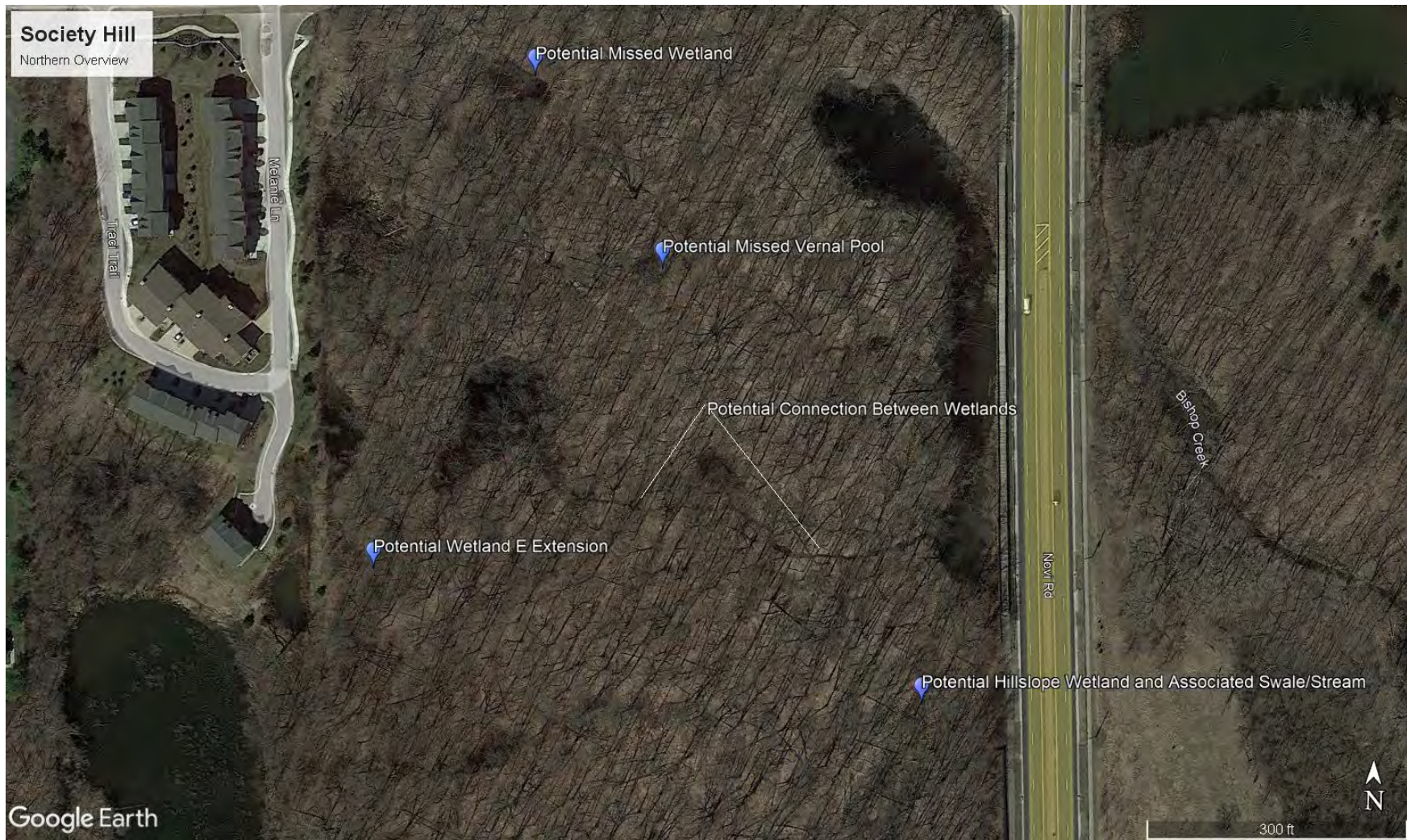


Overview of Potential connection between Wetlands C, D, and B (as identified in the comments). Area is near what is identified as Wetland E on sheet two.

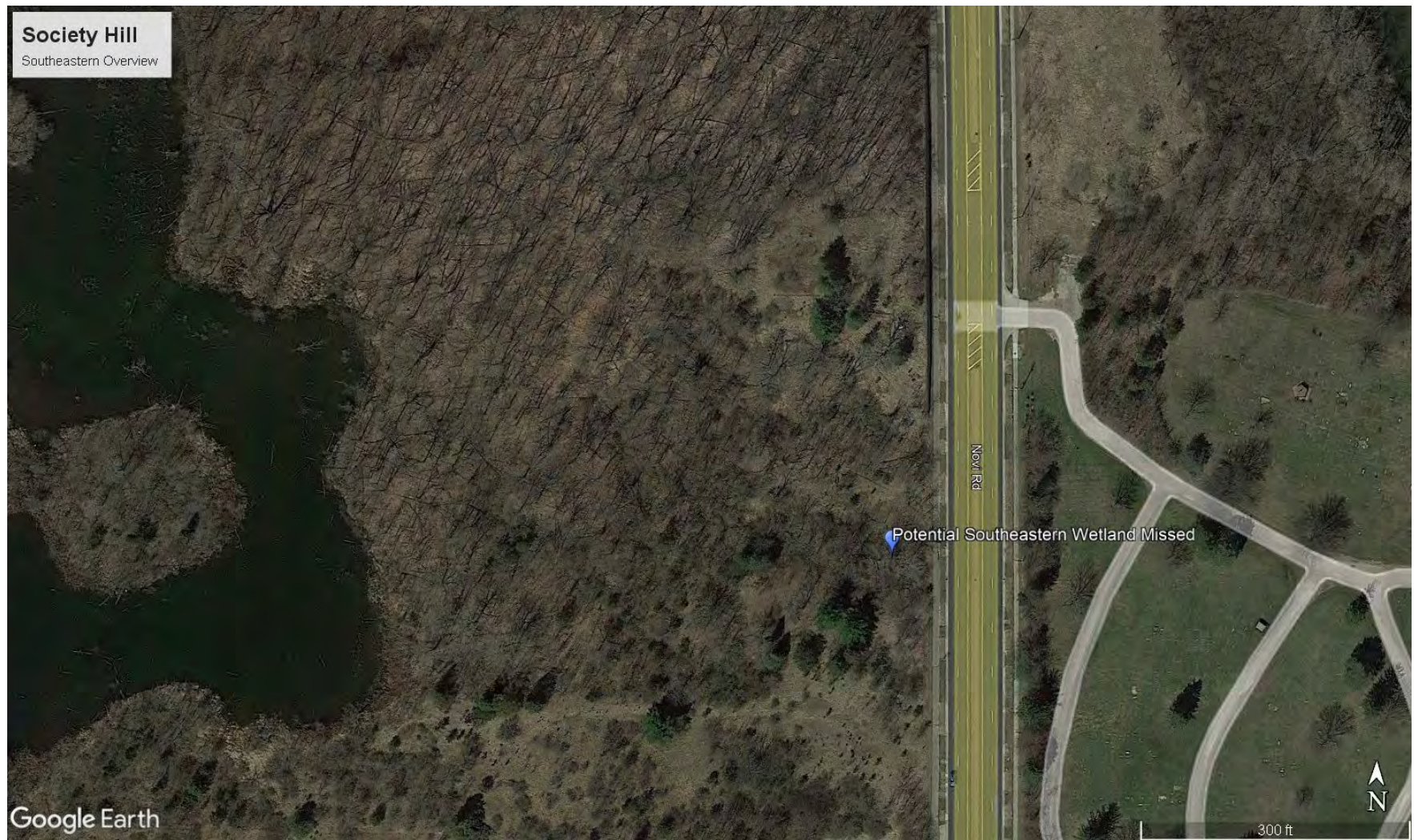


Potential Wetland Extension (as identified in comments).

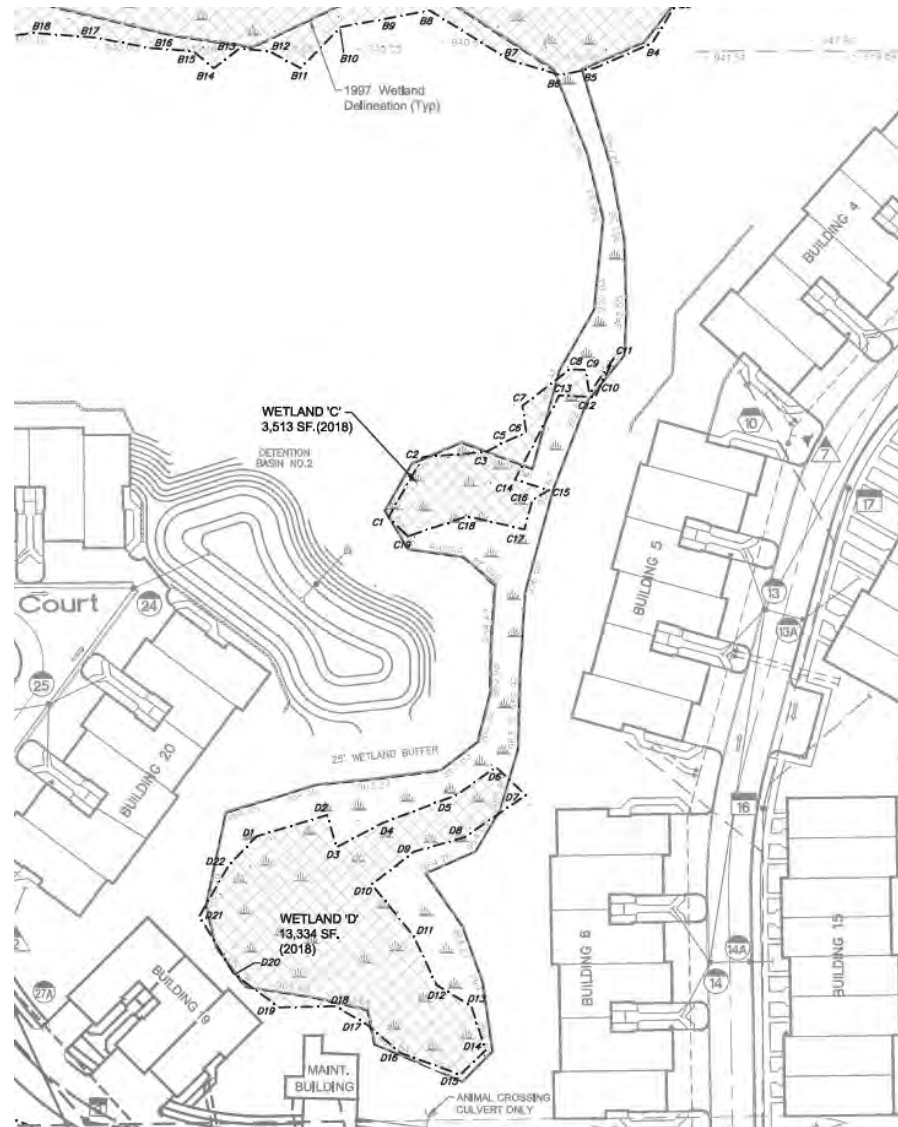
Attachment B
Wetland Resource Documents



Overview of the northern portion of the site with potentially missed wetlands. Photographs of each area are included in **Attachment A**.

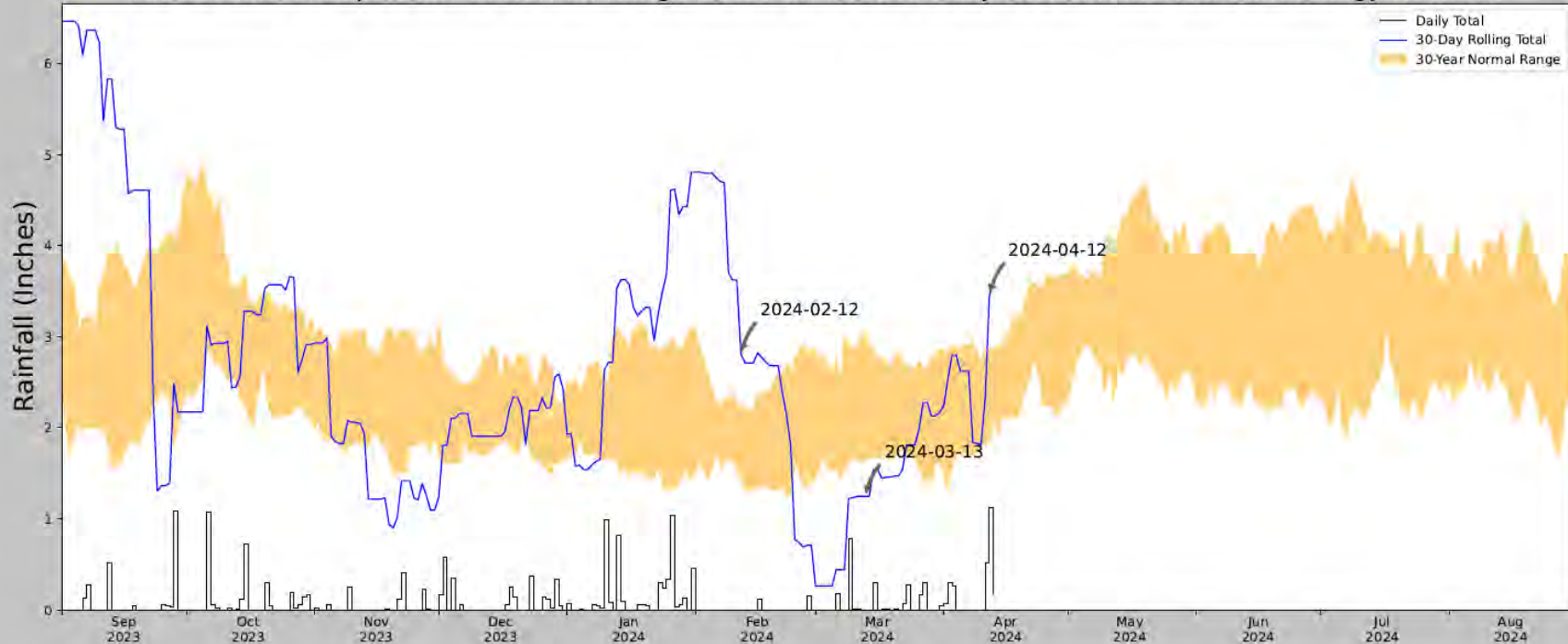


Overview of the southeastern portion of the northern parcel with a potentially missed wetland. Photographs of the area are included in **Attachment A**.



Plans submitted to EGLE in May 2023 showing a previous delineation with a connection between Wetlands C, D, and B. See **Attachment A** for photos of the connection. Document available via EGLE MiEnviro Portal Site Viewer, EGLE Permit WRP037494 v1.0.

Antecedent Precipitation vs Normal Range based on NOAA's Daily Global Historical Climatology Network



Coordinates	42.500035, -83.478042
Observation Date	2024-04-12
Elevation (ft)	976.084
Drought Index (PDSI)	Mild wetness (2024-03)
WebWIMP H ₂ O Balance	Wet Season

30 Days Ending	30 th %ile (in)	70 th %ile (in)	Observed (in)	Wetness Condition	Condition Value	Month Weight	Product
2024-04-12	1.836221	2.865748	3.452756	Wet	3	3	9
2024-03-13	1.665748	3.057087	1.244095	Dry	1	2	2
2024-02-12	1.429134	2.231496	2.80315	Wet	3	1	3
Result							Normal Conditions - 14



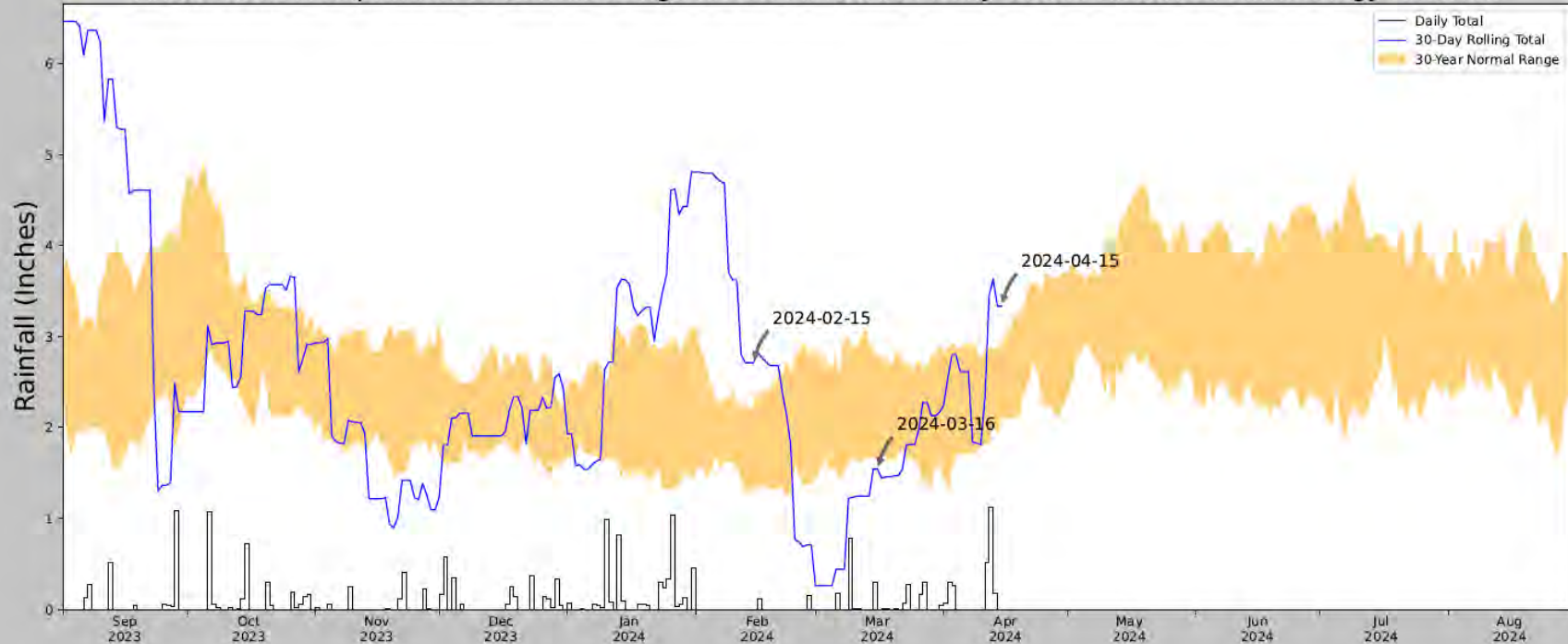
Figures and tables made by the
Antecedent Precipitation Tool
Version 2.0

Developed by:
U.S. Army Corps of Engineers and
U.S. Army Engineer Research and
Development Center

Weather Station Name	Coordinates	Elevation (ft)	Distance (mi)	Elevation Δ	Weighted Δ	Days Normal	Days Antecedent
FARMINGTON	42.4669, -83.3625	720.144	6.317	255.94	4.459	7859	90
FARMINGTON HILLS 2.3 SSW	42.4565, -83.3981	735.892	1.952	15.748	0.909	7	0
LIVONIA 2.3 NNW	42.431, -83.3819	691.929	2.67	28.215	1.277	7	0
FARMINGTON HILLS 1.2 N	42.5031, -83.3766	854.003	2.602	133.859	1.519	3	0
LIVONIA 1.1 SSW	42.3835, -83.3779	655.84	5.816	64.304	2.991	2	0
W BLOOMFIELD	42.5414, -83.3431	890.092	5.241	169.948	3.249	3	0
DEARBORN HEIGHTS PD	42.325, -83.2936	624.016	10.416	96.128	5.688	263	0
DEARBORN	42.3192, -83.2383	604.987	12.013	115.157	6.789	3104	0
PONTIAC WWTP	42.6389, -83.2556	890.092	13.07	169.948	8.103	84	0
DETROIT WILLOW RUN AP	42.2367, -83.5264	708.005	17.973	12.139	8.306	16	0
DETROIT METRO AP	42.2311, -83.3511	629.921	16.371	90.223	8.844	4	0

Antecedent precipitation output of the April 12, 2024 site visit showing the site visit was conducted during normal antecedent precipitation conditions.

Antecedent Precipitation vs Normal Range based on NOAA's Daily Global Historical Climatology Network



Coordinates	42.5000035, -83.478042
Observation Date	2024-04-15
Elevation (ft)	976.397
Drought Index (PDSI)	Mild wetness (2024-03)
WebWIMP H ₂ O Balance	Wet Season

30 Days Ending	30 th %ile (in)	70 th %ile (in)	Observed (in)	Wetness Condition	Condition Value	Month Weight	Product
2024-04-15	2.114961	2.902756	3.334646	Wet	3	3	9
2024-03-16	1.661024	2.790945	1.543307	Dry	1	2	2
2024-02-15	1.300394	2.234646	2.712599	Wet	3	1	3
Result							Normal Conditions - 14



Figures and tables made by the
Antecedent Precipitation Tool
Version 2.0

Developed by:
U.S. Army Corps of Engineers and
U.S. Army Engineer Research and
Development Center

Weather Station Name	Coordinates	Elevation (ft)	Distance (mi)	Elevation Δ	Weighted Δ	Days Normal	Days Antecedent
FARMINGTON	42.4669, -83.3625	720.144	6.316	256.253	4.461	7859	90
FARMINGTON HILLS 2.3 SSW	42.4565, -83.3981	735.892	1.952	15.748	0.909	7	0
LIVONIA 2.3 NW	42.431, -83.3819	691.929	2.67	28.215	1.277	7	0
FARMINGTON HILLS 1.2 N	42.5031, -83.3766	854.003	2.602	133.859	1.519	3	0
LIVONIA 1.1 SSW	42.3835, -83.3779	655.84	5.816	64.304	2.991	2	0
W BLOOMFIELD	42.5414, -83.3431	890.092	5.241	169.948	3.249	3	0
DEARBORN HEIGHTS FD	42.325, -83.2936	624.016	10.416	96.128	5.688	263	0
DEARBORN	42.3192, -83.2383	604.987	12.013	115.157	6.789	3104	0
PONTIAC WWTP	42.6389, -83.2556	890.092	13.07	169.948	8.103	84	0
DETROIT WILLOW RUN AP	42.2367, -83.3264	708.005	17.973	12.139	8.306	16	0
DETROIT METRO AP	42.2311, -83.3511	629.921	16.371	90.223	8.844	4	0

Antecedent precipitation output of the April 15, 2024 site visit showing the site visit was conducted during normal antecedent precipitation conditions.



June 11, 2024

Lindsay Bell and Barbara McBeth
Planner – Community Development
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Submitted electronically to bmcbeth@cityofnovi.org and lbell@cityofnovi.org

Re: Society Hill – Wetland Response Review (JSP24-04)

Dear Lindsay and Barbara,

Merjent, Inc. (Merjent) has conducted a review of the preliminary site plan (PSP) response letter for the proposed Society Hill development (also referred to as West Side of Novi Road Between 12 Mile Road and 12 ½ Mile Road; site) prepared by Barr Engineering Company (Barr), dated 5/23/2024. The letter was sent in response to a PSP review conducted by Merjent for the site for conformance with Article V, Wetlands and Watercourse Protection, of Chapter 12, Drainage and Flood Damage Prevention, of the City of Novi Code of Ordinances. Hereafter, Merjent's April 18, 2024 PSP Review Letter will be referred to as the "PSP Review" and Barr's May 23, 2024 PSP Review Response Letter will be referred to as the "Response Letter." Barr submitted a response to PSP Review (Wetland) Comments two, three, four, and five.

The site in reference is located southwest of the intersection of 12 ½ Mile Road and Novi Road and is proposed within parcels 50-22-10-400-020 through 50-22-10-400-028 with an additional parcel located further south at parcel number 50-22-10-400-055. The site contains City-regulated wetlands.

In PSP Review comments two, three and four, Merjent highlighted potential missed wetlands that were previously identified in past iterations of the site design to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Barr conducted an additional site visit in response to the PSP Review and collected additional data at the site. The additional data confirmed that these areas in question do not meet the criteria to be wetlands (did not contain wetland hydrology, hydric soils, and dominant/prevalent hydrophytic vegetation). Merjent is aware that Barr conducted an on-site Pre-application Meeting with EGLE during the week of April 22. Pending response and concurrence from EGLE on these areas, Merjent accepts the submitted wetland locations and proposed impacts on the 3/25/2024 PSP. However, it should be noted that Comment one should still be addressed regarding the consistent depiction of different wetlands throughout future site plan submittals.

The Response Letter also addressed Comment five regarding the amount and location of proposed wetland mitigation on-site. As requested in the PSP Review, Barr refined the impacts to differing amounts of emergent, scrub-shrub, and forested wetlands. The impacts to emergent, scrub-shrub, and forested wetlands are 0.292 acre, 0.058 acre, and 0.497 acre, respectively. Per Section 12-176 (Mitigation) and standard mitigation ratios within the City of Novi, the total required mitigation for all impacted wetlands on-site is 1.519 acres. In the Response Letter, Barr requested that 0.922 acre of wetland mitigation be constructed on-site. Barr has noted that the proposed mitigation on-site is more than a 1:1 replacement and

that “no known suitable and available wetland mitigation sites within the City [of Novi] and the Rouge River watershed have been identified which is why purchase of EGLE approved wetland mitigation bank credits is proposed.”

Merjent reviewed Section 12-176 (Mitigation) of the Code of Ordinances and past projects approved by the City of Novi under the guidance of both the Mannik and Smith Group (MSG) and Environmental Consulting and Technology, Inc (ECT). Per Section 12-176 “Mitigation shall be provided onsite where practical and beneficial to the wetland resources. If onsite mitigation is not practical and beneficial, mitigation in the immediate vicinity, within the same watershed, may be considered. Mitigation at other locations within the city will only be considered when the above options are impractical.” Although wetland replacement ratios and locations shall be determined on a case-by-case basis, the replacement ratio of 1.5:1 for emergent and scrub-shrub wetlands and 2:1 for forested wetlands has been the standard for projects that were previously reviewed by both MSG and ECT. Merjent cannot recommend the deviation from this precedent due to the City’s embracement of the policy of no net loss to valuable wetlands. The wetlands on-site contain minimal invasive species and the overall site is of relatively high quality; the site contains a general lack of dense invasive species and contains undulating topography with vernal pools and undisturbed wetlands and uplands. A deviation of the standard mitigation ratio and/or purchase of EGLE Mitigation Bank Credits for a portion of the required mitigation would only be permitted if City Council grants an exception from the Code requirements.

Should you have any questions or concerns with this response, please contact me via email at jason.demoss@merjent.com or via phone at (619) 944-3835.

Sincerely,

Merjent, Inc.



Jason DeMoss, PWS
Environmental Consultant

CC:

Thomas Schultz, tschultz@rsjalaw.com

Robb Roos, Merjent, robb.roos@merjent.com

TRAFFIC REVIEW



AECOM
39575 Lewis Dr, Ste. 400
Novi
MI, 48377
USA
aecom.com

Project name:
JSP24-04 – Society Hill Concept Traffic Review

From:
AECOM

Date:
April 17, 2024

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

CC:
Lindsay Bell, James Hill, Heather Zeigler, Humna
Anjum, Diana Shanahan, Adam Yako

Memo

Subject: JSP24-04 – Society Hill Concept Traffic Review

The concept site plan was reviewed to the level of detail provided and AECOM recommends **denial** as long as the comments provided below are adequately addressed to the satisfaction of the City.

GENERAL COMMENTS

1. The applicant, E & M Holding, LLC, is proposing 21 buildings consisting of 463 residential units as well as a clubhouse.
2. The development is located on the southwest corner of Novi Road and 12 and ½ Mile Road. Novi Road and 12 and ½ Mile Road are both under the jurisdiction of the City of Novi.
3. The site is zoned RM-1 (Low-Density Multiple Family).
4. The following traffic related deviations were granted under the 1999 Final Site Plan:
 - a. Access to a major thoroughfare deviation for entrance on 12 ½ Mile Road.
5. The following traffic related deviations will be required if changes are not made to the plans:
 - a. Below standard entrance taper at 12 ½ Mile entrance.
 - b. Lack of Traffic Impact Study.

TRAFFIC IMPACTS

1. AECOM performed an initial trip generation based on the ITE Trip Generation Manual, 11th Edition, as follows.

ITE Code: 221 – Multifamily Housing (Mid-Rise)
Development-specific Quantity: 463 Units
Zoning Change: N/A

Trip Generation Summary	Estimated Trips	Estimated Peak-Direction Trips	City of Novi Threshold	Above Threshold?
AM Peak-Hour Trips	192	148	100	Yes
PM Peak-Hour Trips	181	110	100	Yes
Daily (One-Directional) Trips	2162	N/A	750	Yes

2. The City of Novi generally requires a traffic impact study/statement if the number of trips generated by the proposed development exceeds the City's threshold of more than 750 trips per day or 100 trips per either the AM or PM peak hour, or if the project meets other specified criteria.

Trip Impact Study Recommendation	
Type of Study:	Justification
Traffic Impact Study (TIS)	Estimated trips are above the City's threshold. The applicant provided a memo comparing the trip generation associated with the 1999 final site plan and the current revised plan and is requesting a waiver for a TIS. AECOM does not support this waiver based on the following: - Traffic Conditions today have changed significantly compared to 1999. - Background developments and roadway networks have also undergone significant changes over the last 25 years. - Per Site Plan and Development Manual, p. 46: "Traffic Impact Statements and Assessments are required for new phases to existing projects meeting the above thresholds and for substantial changes to projects with a Traffic Impact Statement or Assessment greater than two years old and where roadway conditions have changed....." - Per Site Plan and Development Manual, p. 47: "Traffic count data shall not be over two years old, except the City may permit counts up to three years old to"

TRAFFIC REVIEW

The following table identifies the aspects of the plan that were reviewed. Items marked O are listed in the City's Code of Ordinances. Items marked with ZO are listed in the City's Zoning Ordinance. Items marked with ADA are listed in the Americans with Disabilities Act. Items marked with MMUTCD are listed in the Michigan Manual on Uniform Traffic Control Devices.

The values in the 'Compliance' column read as 'met' for plan provision meeting the standard it refers to, 'not met' stands for provision not meeting the standard and 'inconclusive' indicates applicant to provide data or information for review and 'NA' stands for not applicable for subject Project. The 'remarks' column covers any comments reviewer has and/or 'requested/required variance' and 'potential variance'. A potential variance indicates a variance that will be required if modifications are not made or further information provided to show compliance with the standards and ordinances. The applicant should put effort into complying with the standards; the variances should be the last resort after all avenues for complying have been exhausted. Indication of a potential variance does not imply support unless explicitly stated.

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
1	Driveway Radii O Figure IX.3	35'	Met	
2	Driveway Width O Figure IX.3	24' and 26' at boulevard entrances, 30'	Met	Label distance from island to edge of road at 12 ½ Mile Road entrance in future submittal.
3	Driveway Taper O Figure IX.11			

EXTERNAL SITE ACCESS AND OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
3a	Taper length	50' entering and exiting	Partially Met	50' taper at entrance taper is not within the required range of 75' to 100' at the 12 ½ Mile entrance. A waiver is required if not revised, AECOM would support this waiver.
3b	Tangent	0'	Met	Within required range.
4	Emergency Access O 11-194.a.19	3 entrance/exits and 2 emergency access points	Met	
5	Driveway sight distance O Figure VIII-E	510'	Met	
6	Driveway spacing			
6a	Same-side O 11.216.d.1.d	>230'	Met	
6b	Opposite side O 11.216.d.1.e	-	N/A	
7	External coordination (Road agency)	-	N/A	
8	External Sidewalk Master Plan & EDM	5' along 12 ½ Mile, 8' along 12 Mile	Met	
9	Sidewalk Ramps EDM 7.4 & R-28-K	Detail included, Indicated on plan	Met	Update R-28 detail on sheet ND to latest R-28-K detail.
10	Any Other Comments:	Details included for pulling back existing islands on Novi Road to allow for left turns. Label yellow color and solid/broken proposed pavement markings on Novi Road.		

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
11	Loading zone ZO 5.4	-	N/A	
12	Trash receptacle ZO 5.4.4	Garbage compactor in southwest corner of site	Met	
13	Emergency Vehicle Access	Provided	Met	
14	Maneuvering Lane ZO 5.3.2	Dimensioned	Met	
15	End islands ZO 5.3.12			
15a	Adjacent to a travel way	Added end island details	Met	

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
15b	Internal to parking bays	Not dimensioned	Inconclusive	Provide dimensions (radius and width) in future submittal. Note internal islands are not required to be 3' shorter than adjacent parking space.
16	Parking spaces ZO 5.2.12	942 proposed (garage, behind garage, surface)		See Planning review letter.
17	Adjacent parking spaces ZO 5.5.3.C.ii.i	<15 spaces in one bay	Met	
18	Parking space length ZO 5.3.2	17', 17.5' and 19' perpendicular spaces, 19' angled and 23' parallel spaces	Met	
19	Parking space Width ZO 5.3.2	8' parallel spaces, 9' all other spaces	Met	
20	Parking space front curb height ZO 5.3.2	Details provided	Met	Revise detail on sheet 6 to "Reduce to 4" in front of 17' long parking spaces".
21	Accessible parking – number ADA	13 proposed	Met	
22	Accessible parking – size ADA	8' with 5' aisles, 8' with 8' aisles van accessible	Met	
23	Number of Van-accessible space ADA	7 proposed (4 surface, 3 under ground)	Met	
24	Bicycle parking			
24a	Requirement ZO 5.16.1	1 space for each 5 dwelling units required, 94 proposed (24 surface, 70 in buildings)	Met	
24b	Location ZO 5.16.1	3 surface locations indicated	Met	
24c	Clear path from Street ZO 5.16.1	6' shown only in front of bike rack, 5' leading up to bike rack	Partially Met	Per the Zoning Ordinance "All bicycle parking facilities shall be accessible from adjacent street(s) and pathway(s) via a paved route that has a minimum width of six (6) feet."
24d	Height of rack ZO 5.16.5.B	Detail provided, height dimension not shown	Inconclusive	Provide in future submittal, 3' required.

INTERNAL SITE OPERATIONS				
No.	Item	Proposed	Compliance	Remarks
24e	Other (Covered / Layout) ZO 5.16.1	Detail provided	Partially Met	Dimensions on either side of racks don't meet requirements in Text Amendment 18.301.
25	Sidewalk – min 5' wide Master Plan	5' and 7' in front of 17' parking spaces	Met	
26	Sidewalk ramps EDM 7.4 & R-28-K	Indicated and detail provided	Met	Update R-28 detail on sheet ND to latest R-28-K detail.
27	Sidewalk – distance back of curb EDM 7.4	0' and 6'	Met	
28	Cul-De-Sac O Figure VIII-F	-	N/A	
29	EyeBrow O Figure VIII-G	-	N/A	
30	Turnaround ZO 5.10	-	N/A	
31	Any Other Comments:			

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
32	Signing: Sizes MMUTCD	Indicated	Met	
33	Signing table: quantities and sizes	Provided	Met	The quantities should reflect the R7-8 and R7-8p as separate signs, i.e., at the van accessible space there is 1 R7-8 sign and 1 R7-8p sign.
34	Signs 12" x 18" or smaller in size shall be mounted on a galvanized 2 lb. U-channel post MMUTCD	Indicated	Met	
35	Signs greater than 12" x 18" shall be mounted on a galvanized 3 lb. or greater U-channel post MMUTCD	Indicated	Met	
36	Sign bottom height of 7' from final grade MMUTCD	Indicated	Met	
37	Signing shall be placed 2' from the face of the curb or edge of the nearest sidewalk to the near edge of the sign MMUTCD	Provided	Met	
38	FHWA Standard Alphabet series used for all sign language MMUTCD	Indicated	Met	
39	High-Intensity Prismatic (HIP) sheeting to meet FHWA retro-reflectivity MMUTCD	Indicated	Met	
40	Parking space striping notes	Indicated	Met	
41	The international symbol for accessibility pavement markings ADA	Provided	Met	
42	Crosswalk pavement marking detail	Provided	Met	

SIGNING AND STRIPING				
No.	Item	Proposed	Compliance	Remarks
43	Any Other Comments:	The applicant indicated maintaining traffic details for entrance/exit work will be provided in final site plan submittal. Could include a R4-7 sign at each boulevard island. Provide one-way/do not enter signs at one-way drive in front of building E.		

Note: Hyperlinks to the standards and Ordinances are for reference purposes only, the applicant and City of Novi to ensure referring to the latest standards and Ordinances in its entirety.

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

Sincerely,

AECOM

Paula K. Johnson, PE
Senior Transportation Engineer

Saumil Shah, PMP
Project Manager

FAÇADE REVIEW



April 15, 2024

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

Façade Review Status Summary:

Approved – Section 9 Waiver Recommended for overage of Horizontal Fiber Cement Siding.

Re: FACADE ORDINANCE REVIEW
Society Hill Concept Plan, JSP24-04
 Façade Region: 1, Zoning District: RM-1,

Dear Ms. McBeth;

This façade review is based on the drawings by Krieger Klatt Architects dated 3/25/24. The maximum and minimum percentage of façade materials required by the Façade Ordinance is shown in the right-hand column. Materials in non-compliance, if any, are highlighted in **red**. Colored renderings were provided. The Sample Board required by Section 5.15.4.D of the Ordinance was not provided.

Buildings A-D (4-Story)	Front	Left	Rear	Right	Ordinance Maximum (Minimum)
Brick	39%	59%	42%	59%	100% (30% Min)
Wood Siding (Horizontal Fiber Cement)	14%	0%	20%	0%	0%
Fiber Cement Panels (No Pattern, Similar to EIFS)	22%	19%	21%	19%	25%
Standing Seam Metal (Or EIFS?)	25%	22%	17%	22%	25%

Buildings E (4-Story)	Front	Left	Rear	Right	Ordinance Maximum (Minimum)
Brick	36%	49%	33%	48%	100% (30% Min)
Limestone	12%	0%	11%	0%	50%
Wood Siding (Horizontal Fiber Cement)	23%	18%	26%	18%	0%
Fiber Cement Panels (No Pattern, Similar to EIFS)	12%	12%	14%	12%	25%
Standing Seam Metal (Or EIFS?)	17%	21%	16%	22%	25%

Townhomes, 3-Story (Residential Style Architecture)	Front	Left	Rear	Right	Ordinance Maximum (Minimum)
Brick	46%	53%	31%	53%	100% (30% Min)
Wood Siding (Horizontal Fiber Cement)	15%	34%	24%	34%	50%*
Fiber Cement Panels (No Pattern, Similar to EIFS)	14%	1%	3%	1%	25%
Standing Seam Metal	13%	0%	30%	0%	25%
Asphalt Shingles	13%	12%	12%	12%	50% **
* Footnote 10 - Up to 50% Cement Fiber Siding allowed with residential style architecture in R Districts.					
** Footnote 14 - Up to 50% Asphalt Shingles allowed with residential style architecture in R Districts.					

Townhomes, 2-Story (Residential Style Architecture)	Front	Left	Rear	Right	Ordinance Maximum (Minimum)
Brick	32%	61%	50%	61%	100% (30% Min)
Wood Siding (Horizontal Fiber Cement)	7%	11%	9%	11%	50%*
Fiber Cement Panels (No Pattern, Similar to EIFS)	5%	6%	4%	6%	25%
Standing Seam Metal	24%	0%	3%	0%	25%
Asphalt Shingles	32%	22%	34%	22%	50% **
* Footnote 10 - Up to 50% Cement Fiber Siding allowed with residential style architecture in R Districts.					
** Footnote 14 - Up to 50% Asphalt Shingles allowed with residential style architecture in R Districts.					

Horizontal Fiber Cement Siding is considered Wood Siding for the purpose of the Façade Ordinance (Footnote 13). The Façade Ordinance allows up to 50% of this material on buildings considered to be “residential style architecture” (Footnote 10). The same material is not allowed on non-residential style buildings. For the purpose of the Façade Ordinance residential style architecture is characterized by 2-3 stories with sloped gable or hip roofs, punched window openings, attached garages, and individual entrances. On this project the townhomes are considered residential style whereas Buildings A through E, lacking these features are not. As shown above, the Townhomes are in full compliance with the Façade Ordinance. On Buildings A through E, the percentage of Horizontal Cement Fiber Siding exceeds the maximum amount allowed by the Ordinance (highlighted in red, above). As Section 9 Waiver would be required for this deviation.

In this case the Horizontal Fiber Cement Siding is used only on recessed balconies that are accessed by doorwalls and protected by guard rails and canopies. These areas are somewhat protected from the elements and are less visible than the remaining façade. We believe that the use of Horizontal Lap Fiber Cement Siding in this location will not be detrimental to aesthetic quality of the building or the long-term durability of the structure. Therefore, it is our recommendation the design is consistent with the intent and purpose of the Façade Ordinance and that a Section 9 Waiver be granted for the overage of Horizontal Fiber Cement Siding.

The drawing note that reads “Standing Seam Metal EIFS” leaves some uncertainty as to which material is proposed. The applicant should clarify which material will be used. This will not affect compliance with the Façade Ordinance as both materials are allowed up to 25%.

Notes to the Applicant:

1. Inspections – The Façade Ordinance requires inspection(s) for all projects. Materials displayed on the approved sample board will be compared to materials delivered to the site. It is the applicant’s responsibility to request the inspection of each façade material at the appropriate time. Inspections may be requested using the Novi Building Department’s Online Inspection Portal with the following link. Please click on “Click here to Request an Inspection” under “Contractors”, then click “Façade”.
<http://www.cityofnovi.org/Services/CommDev/OnlineInspectionPortal.asp>.
2. RTU Screening - It should be noted that all roof top units must be screened from view from all vantage points both on-site and off-site using materials in compliance with the Façade Ordinance.

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

Sincerely,
DRN & Architects PC

A handwritten signature in black ink, appearing to read "Douglas R. Necci", is written over the printed name below.

Douglas R. Necci, AIA

FIRE REVIEW



April 4, 2024

TO: Barbara McBeth - City Planner
Lindsay Bell - Plan Review Center
James Hill – Plan Review Center
Heather Zeigler – Plan Review Center
Diana Shanahan – Planning Assistant

CITY COUNCIL

Mayor

Justin Fischer

Mayor Pro Tem

Laura Marie Casey

Dave Staudt

Brian Smith

Ericka Thomas

Matt Heintz

Priya Gurumurthy

City Manager

Victor Cardenas

Director of Public Safety

Chief of Police

Erick W. Zinser

Fire Chief

John B. Martin

Assistant Chief of Police

Scott R. Baetens

Assistant Fire Chief

Todd Seog

Novi Public Safety Administration

45125 Ten Mile Road
Novi, Michigan 48375
248.348.7100
248.347.0590 fax

cityofnovi.org

RE: Society Hill – Concept plan

PSP#24-022

JSP#24-04

Project Description:

New Multifamily apartment residential complex.

Comments:

- **All fire hydrants *MUST* be installed and operational prior to any combustible material is brought on site. *IFC 2015 3312.1***
- No part of a commercial, industrial, or multiple residential area shall be more than 300 feet from a hydrant. ***(D.C.S. Sec. 11-68 (f)(1)c.1)***
- There shall be no obstructions to the hydrant outlets. ***(Fire Prevention Ordinance Sec. 15-21(d)) – Landscape prints/sheets show several areas of possible obstructions to hydrants.***
- For new buildings and existing buildings, you ***MUST*** comply with the International Fire Code **Section 510** for Emergency Radio Coverage. This shall be completed by the time the final inspection of the fire alarm and fire suppression permits.
- **Plan Sheet(s) # 5 & 6 indicate - a secondary access driveway.** It shall be a minimum of twenty (20 feet in width and paved to provide all-weather access and shall be designed to support a vehicle of thirty-five (35) tons. **Sheet # 5 shows 18' and Sheet #6 shows 20'.**
- Item is shown on current plans 4/4/24 - Permanent "break-away" gate shall be provided at the secondary access driveway's intersection with the public roadway in accordance with Figure VIII-K of the Design and Construction Standards. To discourage non-emergency vehicles, emergency access roads shall be designated by signage as for emergency access only, shall be separated from the other roadways by mountable curbs, and shall utilize entrance radii designed to permit emergency vehicles while

discouraging non-emergency traffic. **(D.C.S. Sec 11-194 (a)(19))**

- Fire lanes will be designated by the Fire Chief or his designee when it is deemed necessary and shall comply with the Fire Prevention Ordinances adopted by the City of Novi. The location of all “fire lane – no parking” signs are to be shown on the site plans. **(Fire Prevention Ord.)**
- The minimum width of a posted fire lane is 20 feet. The minimum height of a posted fire lane is 14 feet. **(D.C.S Sec. 158-99(a).)**
- **Correction needed for Sheet/Page #16** - Fire apparatus access drives to and from buildings through parking lots shall have a minimum fifty (50) feet outside turning radius and designed to support a minimum of thirty-five (35) tons. **(D.C.S. Sec 11-239(b)(5)).** *Correct graphic for current fire apparatus with correct turning radius and drive thru of property for any/all turns. .*
- All new multi-residential buildings shall be numbered. Each number shall be a minimum 10 inches high, 1 inch wide and be posted at least 15 feet above the ground on the building where readily visible from the street. **(Fire Prevention Ord.)**
- The distribution system in all developments requiring more than eight hundred (800) feet of water main shall have a minimum of two (2) connections to a source of supply and shall be a looped system. **(D.C.S. Sec. 11-68(a))**
- For interior fire protection systems a separate fire protection line shall be provided in addition to a domestic service for each building. Individual shutoff valves for interior fire protection shall be by post indicator valve (P.I.V.) or by valve in well and shall be provided within a public water main easement. **(D.C.S. Sec.11-68(a)(9))**
- **RECEIVED on 4/3/24** - A hazardous chemical survey is required to be submitted to the Planning & Community Development Department for distribution to the Fire Department at the time any Preliminary Site Plan is submitted for review and approval. Definitions of chemical types can be obtained from the Fire Department at (248) 735-5674.

GENERAL

To facilitate fire protection during site preparation and construction of buildings, the following are required:

- Water mains and fire hydrants shall be installed prior to construction above the foundation. Note this on all plans.
- The building address is to be posted facing the street throughout construction. The address is to be at least 3 inches high on a contrasting background. Note this on all plans.

- Street names on suitable poles shall be established and installed prior to construction above the foundation. Note this on all plans.
- Prior to construction above the foundation of all multi-residential buildings and single-family dwellings, all roads are to be paved. Note this on all plans.
- Prior to construction above the foundation of non-residential buildings, an all-weather access road capable of supporting 35 tons shall be provided. Note this on all plans.
- Free access (unobstructed) from the street to fire hydrants and to outside connections for standpipes, sprinklers, or other fire suppression equipment, whether permanent or temporary, shall be provided and maintained at all times.

Recommendation:

APPROVED w/Conditions - that the above comments be addressed for Preliminary site plan and review.

Sincerely,

Andrew Copeland – Acting Fire Marshal
City of Novi Fire Department

cc: file



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Approval of resolution to authorize Budget Amendment #2024-5

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

The City's annual budget is adopted by the third Monday in May each year and is effective July 1st each year. The budget is adopted at a function level (vs. line item). In accordance with the State Budget Act, budget amendments are completed throughout the fiscal year to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the function total are prepared for Council approval. Amendments between line items within the same budget function (that do not have any impact on fund balance) are managed at the administration level. The amendments are based on actual and projected activity-to-date.

The primary purpose of the fourth quarter amendment is to ensure that the City remains compliant with the State Budget Act (in required budgetary funds no department's expenditures can be over budget by even \$1) along with adjusting the final amended budget to match exactly the estimated June 30, 2024 balances as they were in the approved budget document. The fourth quarter budget amendment resolution and budget amendment detail are attached. The following is a summary of the significant items proposed within this amendment:

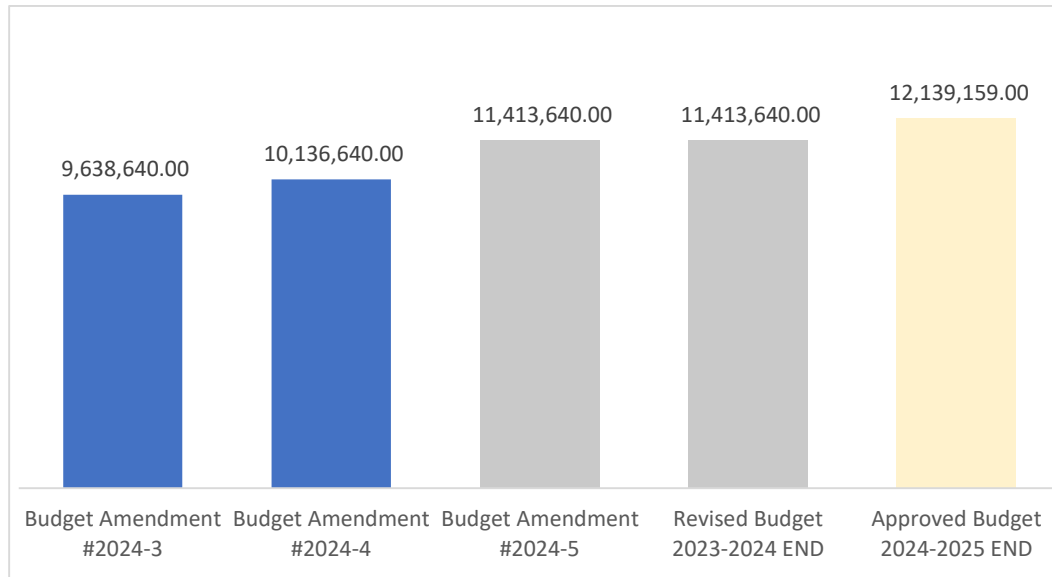
GENERAL FUND

The following is a summary of the impact on fund balance for the proposed fourth quarter budget amendment:

Beginning fund balance 6/30/23	\$14,445,394
Amended budget through 6/17/24	(\$4,308,754) – of which \$3,014,988 are rollovers and appear in amendment #2024-6

Impact of proposed 4th quarter amendment	\$ <u>1,277,000</u>
Projected ending fund balance 6/30/24	\$11,413,640 (25%)

General Fund Fund Balance (Recent) History



The proposed budget amendment reflects an increase to the General Fund fund balance of \$1,277,000 with revenues increasing by \$600,000 (in realized interest) and expenditures decreasing by \$677,000 and **results in the final amended budget matching exactly the estimated amount in the approved 2024/2025 budget.**

The majority of the proposed amendment involves estimating the amount each department will ultimately end up under budget after final reconciliation of the entire year takes place over the next few months. The account called "Unspent Operating Budget Expenditures" represents finance's best estimate of unspent budgets based on the current expenditures to date and projected expenditure through June 30 2024. The following are highlights of some other items included in the proposed budget amendment:

Revenues:

- Interest Income – With only a couple weeks left in the fiscal year, the amendment increases interest income to the actual realized earnings through May 2024. The amount of this amendment is not used to offset any expenditures and falls directly to fund balance.

Appropriations:

- \$754,000 of the proposed \$677,000 expenditure reduction amendment represents the estimated amount that will be unspent (approximately 1-2% of almost every department) in the current amended budget.

- City Manager (172) – Only six months of grant writing contractual services and less entranceway grants issued than budgeted.
- Clerk (215) – No additional elections through June 30, expenditure reduced to actual election worker costs to date.
- Assessing (257) – Decrease due to vacancy savings in assessor and deputy positions.
- Human Resources (270) – Increase for continued recruitment services for all departments of the City.
- Police (301) – Increase due to significant unplanned vehicle maintenance costs (also see similar overages in fire and DPW)
- Fire (336) – The department continues to incur vehicle maintenance costs significantly over and above the original budget due to an aging fleet of fire trucks and requires a fourth amendment increase. A requirement to change out some operating supplies resulted in the proposed overage.
- Community Development (371) – One of the vehicles required significant unplanned repairs requiring an amendment.
- Public Works (441's) – Increase due to significant unplanned vehicle maintenance costs
- Community Relations (725) – Increase due to event costs and web page maintenance greater than anticipated.
- Transfers to Parks & Recreation (966) – The budgeted transfer was for capital which is no longer required given the favorable operating results of the fund.

LOCAL STREET FUND

Interest income was adjusted to reflect actual realized interest through May 2024 and to agree to the exact amount of the projected ending fund balance in the approved 2024/2025 budget.

PARKS, RECREATION, AND CULTURAL SERVICES FUND

Revenues and expenditures were increased per department's request to recognize the increased activity of this program through the end of the fiscal year and keep the projected fund balance exactly as estimated in the approved 2024/2025 approved budget.

LIBRARY and LIBRARY CONTRIBUTION FUND

The library board has proposed the attached adjustments which are forwarded to the City to pass as presented.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The revenue and expenditures were amended to cover the increased grant activity through the end of the fiscal year. The CDBG fund is reimbursement based and revenues usually equal expenditures, but the amendment has excess revenues due to prior years revenue not recognized until the current fiscal year.

PEG CABLE CAPITAL FUND

Interest income was adjusted to reflect actual realized interest through May 2024. The proposed increase in expenditures is due to the unbudgeted change in scope from the original studio renovation project.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2024-5.

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment# 2024-5 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
Interest Income	600,000
TOTAL REVENUES	\$ 600,000
APPROPRIATIONS	
City Council	
Other Services and Charges	(6,000)
City Manager	
Other Services and Charges	(31,000)
Finance Department	
Other Services and Charges	(10,000)
City Clerk	
Other Services and Charges	(28,000)
Treasury Department	
Other Services and Charges	(5,000)
Assessing Department	
Personnel Services	(35,000)
Other Services and Charges	(5,000)
Integrated Solutions - FM: Parks Maintenance	
Other Services and Charges	(20,000)
City Attorney, Insurance, & Claims Department	
Other Services and Charges	(40,000)
Human Resources	
Other Services and Charges	30,000
Police Department	
Other Services and Charges	(333,000)
Fire Department	
Supplies	15,000
Other Services and Charges	(8,000)
Community Development - Building	
Other Services and Charges	22,000
Department of Public Works - Field Operations	
Other Services and Charges	(200,000)
Department of Public Works - Fleet Asset	
Other Services and Charges	20,000
Community Relations - Admin	
Other Services and Charges	24,000
Community Relations - Studio 6	
Other Services and Charges	(10,000)
Novi Youth Assistance	
Other Services and Charges	(6,000)
Transfers to Other Funds	
Transfers Out	(51,000)
TOTAL APPROPRIATIONS	\$ (677,000)
Net Increase (Decrease) to Fund Balance	\$ 1,277,000
Ending Fund Balance	\$11,413,640
Fund Balance as a % of total annual expenditures	25%

**INCREASE
(DECREASE)**

LOCAL STREET FUND

REVENUES	
Interest Income	10,000
TOTAL REVENUES	\$ 10,000
Net Increase (Decrease) to Fund Balance	\$ 10,000

Ending Fund Balance	\$755,169
Fund Balance as a % of total annual expenditures	10%

PARKS, RECREATION, & CULTURAL SERVICES FUND

REVENUES	
Program Revenue	29,000
TOTAL REVENUES	\$ 29,000
APPROPRIATIONS	
Program Expenditures	29,000
TOTAL APPROPRIATIONS	\$ 29,000
Net Increase (Decrease) to Fund Balance	\$ -

Ending Fund Balance	\$750,139
Fund Balance as a % of total annual expenditures	15%

LIBRARY FUND

REVENUES	
State sources	17,337
Interest Income	155,480
Other Revenue	10,400
Donations	(1,000)
TOTAL REVENUES	\$ 182,217
APPROPRIATIONS	
Personnel Services	(5,000)
Supplies	1,127
Other Services and Charges	(5,229)
TOTAL APPROPRIATIONS	\$ (9,102)
Net Increase (Decrease) to Fund Balance	\$ 191,319

LIBRARY CONTRIBUTION FUND

REVENUES	
Interest Income	49,132
Donations	9,038
TOTAL REVENUES	\$ 58,170
APPROPRIATIONS	
Supplies	34,500
Capital Outlay	(3,700)
TOTAL APPROPRIATIONS	\$ 30,800
Net Increase (Decrease) to Fund Balance	\$ 27,370

INCREASE
(DECREASE)

COMMUNITY DEVELOPMENT BLOCK GRANT FUND	
REVENUES	
Federal Grants	25,578
TOTAL REVENUES	\$ 25,578
APPROPRIATIONS	
Other Services and Charges	10,000
TOTAL APPROPRIATIONS	\$ 10,000
Net Increase (Decrease) to Fund Balance	\$ 15,578

PEG CABLE CAPITAL FUND	
REVENUES	
Interest Income	15,000
TOTAL REVENUES	\$ 15,000
APPROPRIATIONS	
Capital Outlay	70,000
TOTAL APPROPRIATIONS	\$ 70,000
Net Increase (Decrease) to Fund Balance	\$ (55,000)

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 on June 17, 2024

Courtney Hanson
City Clerk

Budget Amendment# 2024-5 - June 17, 2024

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
General Fund 101			
Revenues			
101-000.00-665.000	Interest in investments	Interest income	\$ 600,000
			<u>\$ 600,000</u>
Expenditures			
101-101.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	\$ (6,000)
101-172.00-816.043	Federal Grant Writing - Beck Rd	Other services and charges	(6,000)
101-172.00-816.000	Entryway Signage Grant Program	Other services and charges	(10,000)
101-172.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(15,000)
101-191.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(10,000)
101-215.00-705.315	Election Workers	Other Services and charges	(18,000)
101-215.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(10,000)
101-253.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(5,000)
101-257.00-704.000	Permanent salaries	Personnel Services	(20,000)
101-257.00-716.000	Insurance	Personnel Services	(15,000)
101-257.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(5,000)
101-265.10-829.999	Unspent Operating Budget Expenditures	Other services and charges	(20,000)
101-266.00-820.001	Insurance Deductibles/Uninsured Claims	Other services and charges	(40,000)
101-270.00-882.101	Recruitment	Other services and charges	30,000
101-301.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(373,000)
101-301.00.935.000	Vehicle Maintenance	Other services and charges	40,000
101-336.00-804.002	Medical Service - New Recruit	Other services and charges	12,000
101-336.00-934.000	Building Maintenance	Other services and charges	10,000
101-336.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(100,000)
101-336.00.935.000	Vehicle Maintenance	Other services and charges	70,000
101-336.00-740.000	Operating Supplies	Supplies	15,000
101-371.00.935.000	Vehicle Maintenance	Other services and charges	22,000
101-441.20-829.999	Unspent Operating Budget Expenditures	Other services and charges	(200,000)
101-441.30.935.000	Vehicle Maintenance	Other services and charges	20,000
101-725.00-888.800	Web Page Maintenance	Other services and charges	15,000
101-725.00-881.350	State of the City	Other services and charges	9,000
101-725.10-829.999	Unspent Operating Budget Expenditures	Other services and charges	(10,000)
101-773.00-829.999	Unspent Operating Budget Expenditures	Other services and charges	(6,000)
101-966.00-995.208	Transfer to Parks & Recreation	Transfers to Other Funds	(51,000)
			<u>\$ (677,000)</u>
Net Increase (decrease) to fund balance			1,277,000

Ending Fund Balance	\$11,413,640
Fund Balance as a % of total annual expenditures	25%

Local Street Fund 203			
Revenues			
203-000.00-665.000	Interest in investments	Interest income	\$ 10,000
			<u>\$ 10,000</u>
Net Increase (decrease) to fund balance			\$ 10,000

Ending Fund Balance	\$755,169
Fund Balance as a % of total annual expenditures	10%

Parks, Recreation, and Cultural Services Fund 208			
Revenues			
208-000.00-653.010	Youth Soccer League	Program revenue	\$ 29,000
			<u>\$ 29,000</u>
Expenditures			
208-756.00-960.010	Youth Soccer League	Program expenditures	\$ 29,000
			<u>\$ 29,000</u>
Net Increase (decrease) to fund balance			\$ -

Ending Fund Balance	\$750,139
Fund Balance as a % of total annual expenditures	15%

<u>GL #</u>	<u>Project/Item Description</u>	<u>Budget Category</u>	<u>Amount</u>
Library Fund 271			
Revenues			
271-000.00-567.000	State aid	State Sources	\$ 17,337
271-000.00-665.000	Interest in investments	Interest Income	79,447
271-000.00-669.500	Unrealized gain (loss) on investments	Interest Income	76,033
271-000.00-674.289	Adult programs	Donations	4,400
271-000.00-674.400	Gifts and donations	Donations	(5,400)
271-000.00-675.100	Copier	Other Revenue	2,200
271-000.00-675.300	Meeting room	Other Revenue	7,800
271-000.00-675.404	Novi Township Assessment	Other Revenue	400
			<u>\$ 182,217</u>
Expenditures			
271-000.00-716.999	Insurance - Employee Reimbursement	Personnel Services	\$ (5,000)
271-000.00-726.400	Supplies - Cash over/short	Supplies	127
271-000.00-742.000	Library Books	Supplies	(2,600)
271-000.00-743.000	Library periodicals	Supplies	1,000
271-000.00-745.300	Electronic resources (CD rom materials)	Supplies	2,600
271-000.00-803.000	Independent Audit	Other services and charges	(28,63)
271-000.00-806.000	Legal fees	Other services and charges	4,000
271-000.00-820.001	Insurance deductibles/Uninsured claims	Other services and charges	(10,000)
271-000.00-862.000	Mileage	Other services and charges	800
			<u>\$ (9,102)</u>
Net Increase (decrease) to fund balance			\$ 191,319
Library Contribution Fund 272			
Revenues			
272-000.00-665.000	Interest on Investments	Interest Income	\$ 13,536
272-000.00-669.500	Unrealized gain (loss) on investments	Interest Income	35,596
272-000.00-674.036	Diversity, Equity, & Inclusion	Donations	(500)
272-000.00-674.046	Makerspace Renovation Revenue	Donations	1,038
272-000.00-674.229	Raising a Reader in Novi Sponsors	Donations	100
272-000.00-674.230	Collections/Materials Revenue	Donations	4,600
272-000.00-674.231	Buildings/Ground/Furniture Revenue	Donations	100
272-000.00-674.232	Programming Revenue	Donations	700
272-000.00-674.235	Marketing Sponsorships	Donations	3,000
			<u>\$ 58,170</u>
Expenditures			
272-000.00-742.230	Collections/Materials Expense	Supplies	\$ 2,500
272-000.00-742.231	Buildings/Ground/Furniture	Supplies	35,800
272-000.00-742.232	Programming Expense	Supplies	1,200
272-000.00-742.233	Technology Library Expenditures	Supplies	(5,000)
272-000.00-976.046	Makerspace (iCube)	Capital Outlay	(3,700)
			<u>\$ 30,800</u>
Net Increase (decrease) to fund balance			\$ 27,370
Community Development Block Grant (CDBG) 274			
Revenues			
274-000.00-522.100	HCD Programs reimbursement	Federal grants	\$ 25,578
			<u>\$ 25,578</u>
Expenditures			
274-694.00-837.000	HCD	Other charges and services	\$ 10,000
			<u>\$ 10,000</u>
Net Increase (decrease) to fund balance			\$ 15,578
PEG Cable - Capital Fund 463			
Revenues			
463-000.00-665.000	Interest in investments	Interest income	\$ 15,000
			<u>\$ 15,000</u>
Expenditures			
463-725.00-976.193	Studio VI Renovations	Capital outlay	\$ 70,000
			<u>\$ 70,000</u>
Net Increase (decrease) to fund balance			\$ (55,000)



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Approval of resolution to authorize Budget Amendment #2024-6

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

During the budget meetings with the Mayor and Council regarding the fiscal year 2024/2025 annual budget, recommendations were made to the administration on how to improve the transparency of the budget and to eliminate the confusion of the annual “rollover” budget amendment. As a reminder, the rollover amendment represented projects (most capital in nature) where a budget was created, and a contract was awarded but the work was not completed before the end of the fiscal year. As a result, the balance of the unfinished work related to these projects would need to be “re-budgeted” in the subsequent fiscal year or “rolled over” from one fiscal year to the next. Given the current and past supply chain issues, the amount of the rollover amendment has climbed in recent years to \$2-\$3 million annually from the historic levels of \$1-\$1.5 million. The recommendation proposed and presented as part of the attached amendment is to move the budget and unspent funds related to the unfinished projects identified as of June 12, 2024 from the General and Parks and Recreation Fund into a new fund (Public Improvement Fund) until the goods and/or services are received in the subsequent year. This new approach would eliminate the need for any rollover amendments and show in the General and Parks and Recreation Fund as if they had been expended by June 30, 2024.

The proposed budget amendment resolution and budget amendment detail are attached. **The proposed amendment has no net impact on any fund's fund balance** as the amount unspent will be reduced in the capital expenditure line items in each department and will be replaced with a transfer out expenditure to the new fund.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2024-6

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment# 2024-6 is authorized:

INCREASE
(DECREASE)

GENERAL FUND

APPROPRIATIONS

City Manager	
Capital Outlay	(12,675)
Assessing Department	
Capital Outlay	(33,290)
Integrated Solutions - Facility Management	
Capital Outlay	(139,683)
Integrated Solutions - FM: Parks Maintenance	
Capital Outlay	(105,000)
Police Department	
Capital Outlay	(539,120)
Fire Department	
Capital Outlay	(4,901)
Community Development - Building	
Capital Outlay	(88,178)
Department of Public Works - Field Operations	
Capital Outlay	(412,442)
Department of Public Works - Fleet Asset	
Capital Outlay	(880,721)
Community Development - Planning	
Capital Outlay	(92,767)
Transfers to Other Funds	
Transfers Out	2,308,777
TOTAL APPROPRIATIONS	\$ -
Net Increase (Decrease) to Fund Balance	\$ -

PARKS, RECREATION, & CULTURAL SERVICES FUND

APPROPRIATIONS

Capital Outlay	(706,211)
Transfers Out	706,211
TOTAL APPROPRIATIONS	\$ -
Net Increase (Decrease) to Fund Balance	\$ -

PUBLIC IMPROVEMENT FUND

REVENUES

Transfers In	3,014,988
TOTAL REVENUES	\$ 3,014,988

APPROPRIATIONS

Capital Outlay	3,014,988
TOTAL APPROPRIATIONS	\$ 3,014,988
Net Increase (Decrease) to Fund Balance	\$ -

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 on June 17, 2024

Courtney Hanson
City Clerk

CL #	Project/Item Description	Budget Category	Amount
General Fund 101			
Expenditures			
101-172.00-816.090	Novi Campus Traffic Study	Capital Outlay	\$ (12,675)
101-257.00-983.066	LDV016 LDV 140 - Assessing	Capital Outlay	(33,290)
101-265.00-976.160	Bldg Generator FS #1 & 3	Capital Outlay	(139,683)
101-265.10-982.037	FPM002 Wide Area Mower	Capital Outlay	(105,000)
101-301.00-980.006	POL023 InCar Cameras & Body Cameras	Capital Outlay	(231,620)
101-301.00-982.056	POL021 LPR System	Capital Outlay	(7,500)
101-301.00-983.000	Vehicles	Capital Outlay	(300,000)
101-336.00-852.002	PS25 Radio System Equipment	Capital Outlay	(4,901)
101-371.00-983.070	LDV025 LDV 141 - CD Building	Capital Outlay	(41,960)
101-371.00-983.076	LDV026 LDV 138 - CD Building	Capital Outlay	(41,960)
101-371.00-986.030	CDB001 CD Tech Upgrades Ph1-BS	Capital Outlay	(4,258)
101-441.20-975.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	(193,000)
101-441.20-975.023	ENG068 NSP 2023 (FY 2023-24)	Capital Outlay	(200,000)
101-441.20-976.125	FLD045 Salt Dome Replace w/Pit	Capital Outlay	(10,142)
101-441.20-982.085	Field Retroreflector Sign Shop	Capital Outlay	(9,300)
101-441.30-982.031	Wood Chipper	Capital Outlay	(77,000)
101-441.30-982.086	Enclosed ATV Trailer	Capital Outlay	(2,611)
101-441.30-983.054	LDV022 LDV w/ Plow 655 - DPW	Capital Outlay	(86,309)
101-441.30-983.055	LDV018 LDV 147 - DPW Field Operations	Capital Outlay	(33,290)
101-441.30-983.068	LDV023 LDV w/ plow 658 - DPW	Capital Outlay	(86,309)
101-441.30-984.037	FLT010 RDS Body Truck	Capital Outlay	(294,414)
101-441.30-984.039	FLT011 RDS Truck w/ scrap	Capital Outlay	(300,788)
101-701.00-816.003	Active mobility Plan	Capital Outlay	(11,584)
101-701.00-816.033	Master Plan	Capital Outlay	(42,623)
101-701.00-983.062	LDV017 LDV 143 - CD Building	Capital Outlay	(38,560)
101-966.00-995.445	Transfer to Public Improvement	Transfers to Other Funds	2,308,777
			-

Net Increase (decrease) to fund balance

-

Parks, Recreation, and Cultural Services Fund 208			
Expenditures			
208-752.00-976.191	CTM001 Sound	Capital Outlay	\$ (33,963)
208-752.00-977.033	PRC028b Novi NW Park Const	Capital Outlay	(9,813)
208-752.00-977.041	Fiber, Cam, Bldg Security	Capital Outlay	(4,761)
208-752.00-977.042	Building Generator & Gentrack	Capital Outlay	(64,300)
208-752.00-977.090	ENG052a Cemetery Enhance	Capital Outlay	(80,000)
208-752.00-977.109	PRC049 Resrfce/Reline Tennis Courts	Capital Outlay	(73,150)
208-752.00-977.111	PRC028d Trails incl playground	Capital Outlay	(36,887)
208-752.00-981.014	LOT022 ParkLot & add'l spaces	Capital Outlay	(403,337)
208-966.00-995.445	Transfer to Public Improvement	Transfers to Other Funds	706,211
			-

Net Increase (decrease) to fund balance

\$

-

Public Improvement Fund 445			
Revenues			
445-000.00-699.101	Transfer from General Fund	Transfers in	\$ 2,308,777
445-000.00-699.208	Transfer from Parks, Rec & Cultural Services	Transfers in	706,211
			3,014,988
Expenditures			
445-172.00-816.090	Novi Campus Traffic Study	Capital Outlay	\$ 12,675
445-257.00-983.066	LDV016 LDV 140 - Assessing	Capital Outlay	33,290
445-265.00-976.160	Bldg Generator FS #1 & 3	Capital Outlay	139,683
445-265.10-982.037	FPM002 Wide Area Mower	Capital Outlay	105,000
445-301.00-980.006	POL023 InCar Cameras & Body Cameras	Capital Outlay	231,620
445-301.00-982.056	POL021 LPR System	Capital Outlay	7,500
445-301.00-983.000	Vehicles	Capital Outlay	300,000
445-336.00-852.002	PS25 Radio System Equipment	Capital Outlay	4,901
445-371.00-983.070	LDV025 LDV 141 - CD Building	Capital Outlay	41,960
445-371.00-983.076	LDV026 LDV 138 - CD Building	Capital Outlay	41,960
445-371.00-986.030	CDB001 CD Tech Upgrades Ph1-BS	Capital Outlay	4,258
445-441.20-975.021	ENG068 NSP 2021 (FY 2021-22)	Capital Outlay	193,000
445-441.20-975.023	ENG068 NSP 2023 (FY 2023-24)	Capital Outlay	200,000
445-441.20-976.125	FLD045 Salt Dome Replace w/Pit	Capital Outlay	10,142
445-441.20-982.085	Field Retroreflector Sign Shop	Capital Outlay	9,300
445-441.30-982.031	Wood Chipper	Capital Outlay	77,000
445-441.30-982.086	Enclosed ATV Trailer	Capital Outlay	2,611
445-441.30-983.054	LDV022 LDV w/ Plow 655 - DPW	Capital Outlay	86,309
445-441.30-983.055	LDV018 LDV 147 - DPW Field Operations	Capital Outlay	33,290
445-441.30-983.068	LDV023 LDV w/ plow 658 - DPW	Capital Outlay	86,309
445-441.30-984.037	FLT010 RDS Body Truck	Capital Outlay	294,414
445-441.30-984.039	FLT011 RDS Truck w/ scrap	Capital Outlay	300,788
445-701.00-816.003	Active mobility Plan	Capital Outlay	11,584
445-701.00-816.033	Master Plan	Capital Outlay	42,623
445-701.00-983.062	LDV017 LDV 143 - CD Building	Capital Outlay	38,560
445-752.00-976.191	CTM001 Sound	Capital Outlay	33,963
445-752.00-977.033	PRC028b Novi NW Park Const	Capital Outlay	9,813
445-752.00-977.041	Fiber, Cam, Bldg Security	Capital Outlay	4,761
445-752.00-977.042	Building Generator & Gentrack	Capital Outlay	64,300
445-752.00-977.090	ENG052a Cemetery Enhance	Capital Outlay	80,000
445-752.00-977.109	PRC049 Resrfce/Reline Tennis Courts	Capital Outlay	73,150
445-752.00-977.111	PRC028d Trails incl playground	Capital Outlay	36,887
445-752.00-981.014	LOT022 ParkLot & add'l spaces	Capital Outlay	403,337
			3,014,988

Net Increase (decrease) to fund balance

\$

-



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Appointments to Boards and Commissions

SUBMITTING DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Presentations for Boards and Commissions candidates were held Monday, June 3rd. Attached is the ballot for appointments to Boards and Commissions, Council interview memo, presentation minutes, candidates' applications, and current Booklet List.

RECOMMENDED ACTION: Appointments to Boards and Commissions

MEMORANDUM



TO: MAYOR FISCHER AND COUNCIL MEMBERS
CC: CORTNEY HANSON, CITY CLERK
FROM: MELISSA MORRIS, DEPUTY CITY CLERK
SUBJECT: APPOINTMENTS FOR BOARDS AND COMMISSIONS
DATE: MAY 28, 2024

Attached please find applications for the current openings on Boards and Commissions along with a ratings sheet and current Boards & Commissions Booklet List. Due to the volume of applicants, we will split interviews across two City Council meetings. Candidates interested in PRCS Commission and Planning Commission will interview at the June 3rd City Council meeting, and candidates for the remaining open boards will interview on June 17th.

- Supriya Joshi (PRCS Commission) is not seeking reappointment.

In accordance with Council Rules amended in February 2021, all boards and commissions candidates will present to City Council. Please see below for current openings for which candidates are presenting.

City Council Appointments

Board or Commission	Number of openings	Term expiration
Parks, Recreation, & Cultural Services Commission	2 full terms	06/30/2027

Attendance records for those seeking reappointment:

Jay Dooley (PRCS Commission) – attended 35 of 38 (91%) meetings since June 2021.

Mayoral Appointments

Planning Commission	3 full terms	06/30/2027
---------------------	--------------	------------

Attendance records for those seeking reappointment:

Michael Lynch (Planning Commission) – attended 41 of 50 (82%) meetings since June 2021.
Mark Pehrson (Planning Commission) – attended 44 of 50 (88%) meetings since June 2021.
Ramesh Verma (Planning Commission) – attended 38 of 50 (76%) meetings since June 2021.



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Consideration of approval of Change Order No. 5 to Cadillac Asphalt, LLC for construction of Thirteen Mile Road Rehabilitation, Meadowbrook Road to M-5, in the amount of \$927,466.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 927,465.67
AMOUNT BUDGETED	\$ 207,452.00 FY 2023-24 Budget <u>\$ 980,200.00 FY 2024-25 Budget</u> \$ 1,187,652.19 TOTAL
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	202-449.20-976.219 Major Street Fund

BACKGROUND INFORMATION:

The design of the 13 Mile Road Rehabilitation project from Meadowbrook Rd to M-5 was awarded to engineering consultant, AECOM, at the March 4th City Council meeting. This section of 13 Mile Road was part of the Great Lake's Water Authority's (GLWA's) 54-inch water main transmission project. Now that the water main work is complete, the City will be reconstructing the westbound lanes (north half) and milling and repaving the south half of the roadway. In order to expedite the paving and ensure quality work, City staff recommends issuing a change order to the contractor of the Industrial Roads Rehabilitation project, Cadillac Asphalt, LLC.

Due to contractor remobilization and a higher unit cost (since we are working outside the GLWA contract), staff estimate the paving will cost ~\$500K more than GLWA agreement. However, the final product will be a more substantial rehabilitation, will have direct staff oversight, and will be completed during the summer to minimize impact on schools. The project will still cause delays to the corridor and staff will work with GLWA to align traffic plans and make the project as least disruptive as possible.

City engineering consultant, AECOM, provided a proposal for construction administration. The contract administration and geotechnical engineering services related to this project addition will be granted to the following pre-qualified firms using the fee percentages in the Agreements for Professional Engineering Services and Geotechnical Engineering Services for Public Projects.

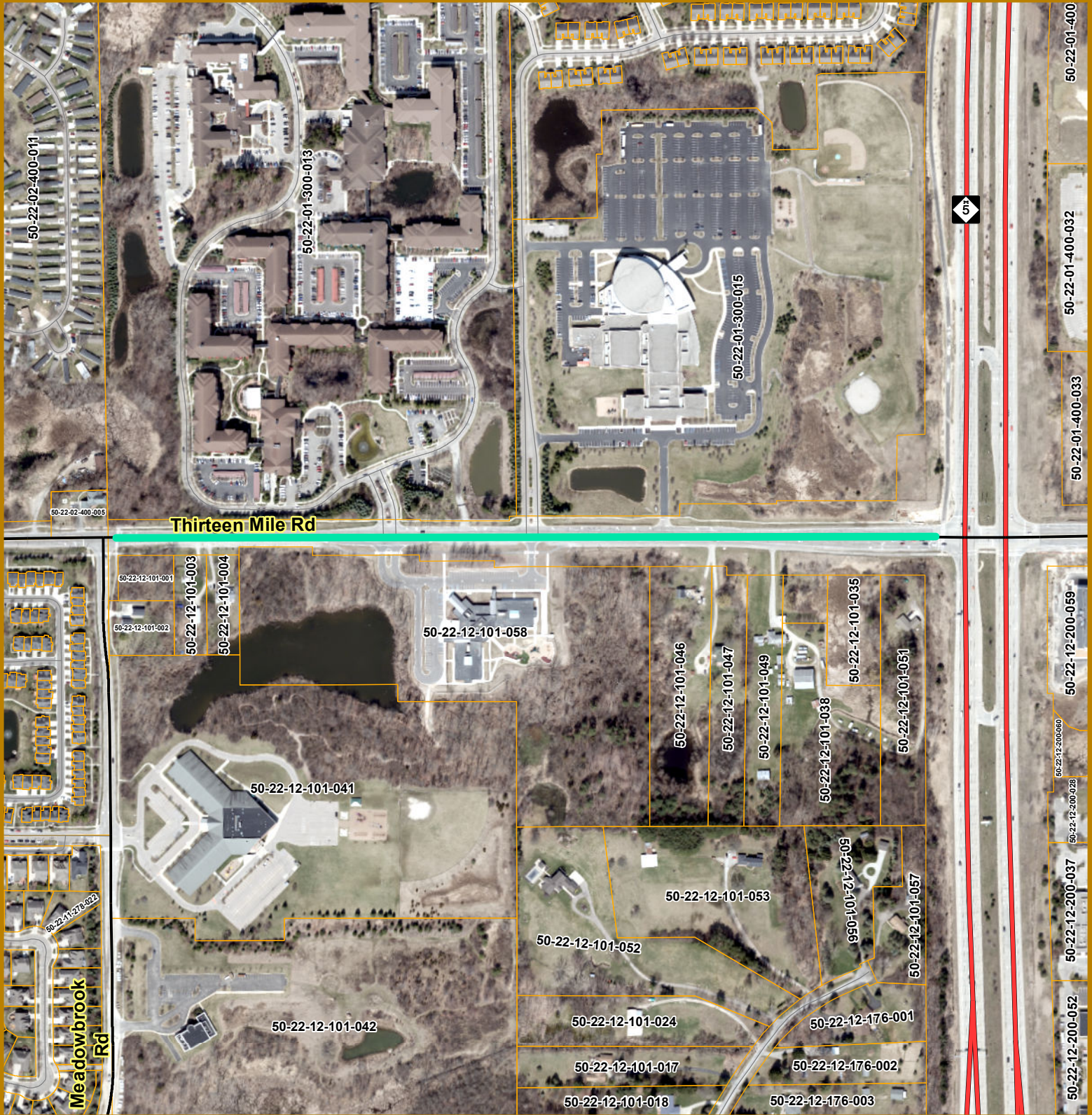
Construction is expected to occur while schools are out for the summer.

AECOM		
Contract Administration	3.5% of the Change Order value (\$927,466 x 0.035)	\$32,461.30
Crew Days	\$800 daily inspection fee X 66 days	\$52,800.00
G2 Consulting Group, Inc. (G2)		
Material testing services	1.9% of the Change Order value (\$927,466 X 0.019)	\$17,621.85

RECOMMENDED ACTION: Approval of Change Order No. 5 to Cadillac Asphalt, LLC for construction of Thirteen Mile Road Rehabilitation, Meadowbrook Road to M-5, in the amount of \$927,466.

13 Mile Road Rehabilitation

Meadowbrook Rd to M-5



Map Author: Runkel
Date: 2-21-24
Version #: 1.0

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

Project Area



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





PURCHASE ORDER NO.
97293

NOVI NO.: 23-2301
CIP NO.: ENG079

Project:	2023 INDUSTRIAL ROAD REHABILITATION PROGRAM		
Owner:	City of Novi 26300 Lee BeGole Dr. Novi, Michigan 48375 (248) 735-5632	Engineer:	AECOM-Great Lakes 39575 Lewis Drive, Suite 400 Novi, Michigan 48377 (248) 204-5900
Contractor:	Cadillac Asphalt, LLC 51777 W. 12 Mile Road Wixom, Michigan 48393 (248) 388-7074	<i>This document hereby renders changes in the Work, changes in the Contract Time and changes in the Contract Price by adding, deducting and/or balancing individual Contract line items through a signed authorization of the Prime Contractor, Owner, and Engineer.</i>	
Drafted Date:	May 28, 2024		
Reasoning:	Adding work for the reconstruction / finishing construction of 13 Mile Road between Meadowbrook and M-5.		

[illegible]

[illegible]

Increase/Decrease in Contract Price	\$927,465.67
Original Contract Amount	\$2,223,748.76
Sum of Previous Approved Change Orders	-\$242,086.42
Revised Contract Amount	\$2,909,128.01

Cadillac Asphalt, LLC

AECOM-Great Lakes

Aaron J. Staup, Construction Engineer

Tracey Marzonie, Purchasing Manager



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Consideration of agreement with People's Express, ("PEX") that will allow use of City office and parking space and provide a process for PEX to invoice the City for the cost of fares to enable Eligible Rides to receive rides for free.

SUBMITTING DEPARTMENT: Parks, Recreation & Cultural Services

BACKGROUND INFORMATION:

After the passage of a .95 countywide transportation millage, Oakland County advised the City that it was eligible to receive curb-to-curb transportation services from one of the providers selected by the County. After receiving proposals from two providers, the City determined that it would be in the best interests of its residents to select PEX to provide transportation services to its residents. Oakland County has entered into a contract with PEX to provide such services for these City residents.

The Novi City Council approved subsidizing the cost of rides for its eligible residents who are at least age 55 and to residents with a limiting disability who cannot drive. The agreement requires PEX to allow those eligible City residents to ride for free and to provide the City with a monthly invoice to reimburse PEX for the cost of the fares for the eligible residents.

PEX currently has its transportation hub in Whitmore Lake. The agreement provides for office space, parking space and the ability to fuel vehicles from the City of Novi facilities to allow PEX to respond quickly to ride requests from City residents. PEX will be required to pay the City for the fuel it uses from the City fuel tanks.

RECOMMENDED ACTION: Approval of an agreement with PEX to run from July 1, 2024 to December 31, 2024, which may be extended upon mutual agreement.

TRANSIT ENHANCEMENT SERVICE AGREEMENT

This Agreement is between the City of Novi, a Michigan municipal corporation located at 45175 Ten Mile Road, Novi, Michigan 48375, ("City") and People's Express Inc., a 501(c)3 nonprofit organization with its principal place of operation located at 175 Barker Road, Whitmore Lake, Michigan 48189. ("Transit Provider"). City and Transit Provider may be referred to collectively as ("Parties") or individually as a ("Party"). This Agreement shall be effective on the date that it is signed by both Parties. ("Effective Date")

In consideration of the mutual covenants promises made herein, and other valuable considerations, receipt of which is hereby acknowledged the Parties do hereby bind themselves to the terms and conditions of this Agreement.

1. Agreement Purpose: After the passage of a .95 countywide transportation millage, Oakland County advised the City that it was eligible to receive curb-to-curb transportation services from one of the providers selected by the County. After receiving proposals from two providers, the City determined that it would be in the best interests of its residents to select Transit Provider to provide transportation services to its residents who are at least age 55 and to residents with a limiting disability who cannot drive. Oakland County has entered into a contract with Transit Provider to provide such services for these City residents. In order to facilitate the services of Transit Provider to eligible City residents, the Novi City Council has approved establishing an agreement with Transit Provider to provide access to City facilities. Additionally, City Council has chosen to subsidize the cost of rides for its eligible residents. This Agreement defines the roles and responsibilities of the Parties.

2. Definitions:

- 2.1. Eligible Riders:** Residents age 55 or older, veterans and individuals with a limiting disability who cannot drive.
- 2.2. General Public Riders:** Individuals within the City of Novi receiving rides from Transit Provider that do not qualify as Eligible Riders.
- 2.3. City Facilities:** Office space designated by City in the Novi Civic Center located at 45175 Ten Mile Road, Transit Provider will also be provided 15 designated parking spaces at the Novi Civic Center and have access to the fuel pumps at 26300 Lee BeGole Drive.

3. Term and Termination:

- 3.1.** The services shall begin on July 1, 2024, at 12:01 a.m., and shall continue until December 31, 2024, at 11:59:59 p.m., unless terminated as provided below. The Parties may mutually agree to extend the Agreement for one additional year or as otherwise agreed to by the Parties.
- 3.2.** The City may terminate this Agreement for cause if Transit Provider fail to correct a default in their performance within ten (10) days of written notice from the City of the default. Examples of default include failure to confine its vans to the assigned parking area and inappropriate use of City facilities.
- 3.3.** Additionally, either Party may terminate the Agreement in whole or in part, at any time, for any reason, including convenience, upon providing one ninety (90) days' written

notice to the other Party without incurring any obligation or penalty. Upon receiving a notice of termination, Transit Provider shall take the following actions: 1) cease using City facilities as provided herein and 2) remove all Transit Provider property from City facilities. City shall be responsible for paying Transit Provider for all documented curb-to-curb rides provided by Transit Provider to eligible Novi residents up to the date of termination.

3.4. In the event that the Transit Provider ceases to conduct business in the normal course, becomes insolvent, makes any assignment of its business for the benefit of creditors, suffer or permits the appointment of a receiver or similar officers for its business or assets, or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute relating to insolvency, or the protection of rights of creditors, or allow any creditor to seize its property by lien, levy, or writ of execution, and such condition is not remedied within thirty (30) days after written notice is given by the City, the City shall have the right to terminate this Agreement.

3.5. Upon termination, the City shall have the right to continue providing payment to Transit Provider to subsidize the cost of rides for its eligible residents until a contract or contract amendment is executed to solely continue that benefit without the use of City facilities by Transit Provider.

4. Use of Facilities and Financial Obligations

4.1. Use of Facilities: Transit Provider shall be entitled to use City Facilities as described in the attached and incorporated Exhibit II, Use of City Facilities.

4.2. Financial and Invoice Obligations: Except as otherwise set forth in the Agreement, the City's only financial obligation to Transit Provider shall be to provide payment to Transit Provider to subsidize the cost of rides for its Eligible Riders provided by Transit Provider. The City shall not be billed for nor shall be responsible for paying fares for General Public Riders. Transit Provider submit a monthly invoice to the City Administrator itemizing amounts due and owing under this Contract, as of the date of the invoice. Invoices shall contain the following information: (a) City Contract Number; (b) dates of services provided; (c) itemized list of rides provided to Eligible Riders during the period and the cost of the fare; (d) Transit Provider Tax ID Number (federal and State); and (e) any other information requested by the City. The City shall have no obligation to make a payment under this Contract until an invoice is submitted in the form set forth herein and shall have no obligation to pay for services, which have not been invoiced (as required herein) within sixty (60) Days of Transit Provider's performance.

4.3 No Obligation for Penalties/Costs/Fines. The City shall not be responsible under any circumstances for any cost, fee, fine, penalty, or direct or indirect, special, incidental or consequential damages suffered by Transit Provider in connection with the performance of this Agreement.

4.4 Charges for Riders: As of the date of this Agreement, Oakland County has established the fares below:

Description	Fee
-------------	-----

Individuals age 55+, people with disabilities, low income. (Veterans currently ride free per Oakland County)	\$2 per one way ride
Out of boundary rides	\$1.50 per mile
General Public Riders	\$4.00 per one way ride and \$2.50 per out of boundary mile

4.5 Notice of Fare Increases: Transit Provider shall provide City with thirty (30) days advanced written notice of all fare increases.

5. Transit Provider Warranties:

5.1.Full Knowledge of Agreement Expectations. Transit Provider warrants that before submitting its proposal and/or entering into this Agreement, it had a full opportunity to review all City requirements and/or expectations for this Agreement. Transit Provider is responsible for being adequately and properly prepared to execute this Agreement. Transit Provider has satisfied itself in all material respects that it will be able to perform the Agreement as specified herein.

5.2.Equipment and Supplies. Transit Provider is responsible for providing all equipment and supplies to perform this Agreement, which are not expressly required to be provided by the City.

5.3.Transit Provider Licenses. Transit Provider shall be responsible for maintaining throughout the term this Agreement all licenses, permits, governmental authorizations necessary to perform this Agreement. Upon request by the City, Transit Provider shall furnish copies of any permit, license, and governmental authorization necessary to fulfil this Agreement.

5.4.Control and Supervision of Transit Provider Employees. Transit Provider shall solely control, direct, and supervise all Transit Provider Employees with respect to all Transit Provider obligations under this Agreement. Transit Provider will be solely responsible for and fully liable for the conduct and supervision of any Transit Provider Employees as well as solely liable for the payment of salaries and wages and other compensation due to its employees and agents. No officer, agent, employee or subcontractor of Transit Provider shall be eligible to receive coverage or benefits under any City workers' compensation, unemployment, health insurance, retirement or other benefit plan. Transit Provider and its employees may not represent themselves as employees of City, when working on behalf of Transit Provider, nor enter into agreements on behalf of City.

5.5.Acknowledgment of Independent Transit Provider Status. Nothing in this Agreement is intended to establish an employer-employee relationship between the City and Transit Provider or any Transit Provider employee. In no event shall Transit Provider employees be deemed employees, agents, volunteers, or subcontractors of the City, when working on behalf of Transit Provider. Transit Provider shall ensure that Transit

Provider employees are apprised of their and the limitations independent Transit Providers have of this status.

5.6. Transit Provider Taxes. Transit Provider shall collect and pay its local, state, and federal taxes, including but not limited to, all employment taxes, sales taxes, personal property taxes, and real property taxes. The City shall not be liable to or required to reimburse Transit Provider for any local, state, or federal tax of any kind.

5.7. Warranty for Use of Facilities and Performance of Services. Transit Provider warrants that all use of City Facilities and services shall be performed in compliance with all applicable laws, statutes, regulations, ordinances, and professional standards.

6. Liability:

6.1 Transit Provider Indemnification. Transit Provider shall indemnify, defend, and hold the City of Novi, its elected and appointed officials, employees, volunteers and agents, harmless from all claims, demands, losses, costs, expenses, judgments and settlements, including attorney fees and interest, incurred by or asserted against the City by any person or entity, which are alleged to have been caused directly or indirectly from the acts or omissions of Transit Provider or Transit Provider's Employees. The City's right to indemnification is in excess and above any insurance rights/policies required by this Agreement.

6.2. No Indemnification from the City. Transit Provider shall have no rights against the City for indemnification, contribution, subrogation, or any other right to be reimbursed by the City, except as expressly provided herein.

7. Transit Provider Provided Insurance. At all times during this Agreement, Transit Provider shall obtain and maintain insurance according to the requirements listed in Exhibit I.

8. City's Right to Suspend Agreement Performance. Upon written notice, the City may require Transit Provider to suspend performance of this Agreement if Transit Provider has failed to comply with federal, state, or local laws or any requirements contained in this Agreement. The right to suspend performance of this Agreement is in addition to the City's right to terminate and/or cancel this Contact. The City shall not incur a penalty, expense, or liability to Transit Provider if the City suspends performance of this Contact under this Section.

9. Non-Discrimination. Transit Provider shall not discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment, in accordance with applicable federal and state laws. Transit Provider shall provide the ambulance service without regard to race, creed, color, sex, sexual preference, age, physical handicap, marital status, national origin, ancestry, financial ability to pay, or location within the City.

10. Conflict of Interest. Pursuant to Public Act 317 and 318 of 1968, as amended (MCL 15.301, *et seq.* and MCL 15.321, *et seq.*), no contracts shall be entered into between the City and any elected and appointed officials, employees and volunteers of the City, when acting in their personal or official capacity. To avoid any real or perceived conflict of interest, Transit

Provider shall disclose to the City the identity of all Transit Provider Employees who: a) are employed by the City on the date the Agreement is executed; and b) become employed by the Transit Provider during the term of the Agreement. However, it shall not be considered a conflict of interest for an employee working less than 25 hours per week for City to become an employee of Transit Provider.

- 11. Access and Records:** Transit Provider will maintain accurate books and records in connection with the performance of this Transit Provider for thirty-six (36) months after the end of this Agreement and Transit Provider shall provide the City with reasonable access to such books and records, upon request.
- 12. Audit.** The City or an independent auditor hired by the City may perform Agreement audits (in its sole discretion) and shall have the authority to access all pertinent records and data and to interview any Transit Provider Employee during the term of this Agreement and for a period of three years after final payment. Transit Provider shall explain any audit findings, questioned costs, or other Agreement compliance deficiencies to the City within thirty (30) Business Days of receiving the draft audit report. Transit Provider's written response shall include all necessary documents and information that refute the draft audit report and an action plan to resolve the audit findings. A copy of Transit Provider's response will be included in the final report. Failure by Transit Provider to respond in writing within thirty (30) Business Days shall be deemed acceptance of the draft audit report and will be noted in the final report.
- 13. Prior Written Consent for Assignment.** Except by operation of law, neither Party may assign, delegate, or subcontract any of its duties or rights under this Agreement without the prior written consent of the other Party; provided, however, Transit Provider may assign or subcontract this Agreement to an affiliate or subsidiary as long as the affiliate or subsidiary is adequately capitalized and can provide adequate written assurances to the City that the affiliate or subsidiary can perform this Agreement. The City may withhold consent, if the City determines that the assignment, delegation, or subcontract would impair performance of this Agreement or the City's ability to recover damages under this Agreement. Transit Provider shall also provide the City with adequate information to allow the City to make a determination regarding the assignment, delegation, or subcontract. Any assignment, delegation, or subcontract by Transit Provider must include a requirement that the assignee, delegee, or subcontractor shall comply with the terms and conditions of this Agreement.
- 14. Third Party Beneficiaries.** This Agreement is intended solely for the benefit of the Parties to the Agreement and is not intended to benefit any other person or entity. No provision of this Agreement may be used by any other person or entity to impose an obligation, standard or care or duty upon the Parties different from or in addition to, the duties described herein.
- 15. Amendments and Waivers.** Any changes to this Agreement must be in an amendment to the Agreement and signed by the signatories of this Agreement or their successors. No waiver of any provision of this Agreement will be valid unless this Agreement is amended to reflect the change to that provision of the Agreement.

16. Survival of Terms and Conditions. The following terms and conditions shall survive and continue in full force beyond the termination or cancellation of this Agreement, or any part thereof, until the terms and conditions are fully satisfied or expire by their nature: Section 1. Agreement Purpose, Section 3 Scope of Service, Section 4 Transit Provider's Warranties, Section 5 Liability, Section 6 Transit Provider Provided Insurance.

17. Compliance with Laws. Transit Provider shall comply with all federal, state, and local laws, statutes, ordinances, regulations, insurance policy requirements, and requirements applicable to its activities under this Agreement.

18. Notices. All notices required under this Agreement shall be in writing. Notices shall be effective:

(a) the next Business Day, if personally delivered; (b) the third Business Day, if sent by U.S. mail, postage prepaid, return receipt requested; (c) the next Business Day, if sent by a nationally recognized overnight express courier with a reliable tracking system; or (d) the next Business Day with a receipt of confirmation, if sent by e-mail or fax.

Notice to City: Notice to City shall be addressed to Clerk, City of Novi, 45175 Ten Mile Road, Novi, Michigan 48375, 248-347-0456, clerksdepartment@cityofnovi.org and to the Fire Chief at 45125 Ten Mile Road, Novi, Michigan 48375, 248-348-7100.

Notice to Transit Provider: Notice to Transit Provider shall be addressed to: Douglas Anderson, People's Express, 10 Jennings Road, PO Box 505, Whitmore Lake, Michigan 48189.

19. Severability. If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect. Notwithstanding the above, if Transit Provider's promise to indemnify or hold the City harmless is found illegal or invalid, Transit Provider shall contribute the maximum it is permitted to pay by law toward the payment and satisfaction of any Claims against the City.

20. Governing Laws/Consent to Jurisdiction and Venue. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret, or decide any Claim arising under or related to this Agreement shall be brought in the 6th Judicial Circuit Court of the State of Michigan, the 47th District of the State of Michigan, or the United States District Court for the Eastern District of Michigan, Southern Division, as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.

21. Entire Agreement. This Agreement represents the entire agreement and understanding between the Parties. This Agreement supersedes all other prior oral or written understandings, communications, agreements, or contracts between the Parties. The individuals signing this Agreement on behalf of their respective Parties warrant that they have the requisite authority to bind their respective Party to the terms of this Agreement.

FOR PEOPLE'S EXPRESS INC.

Date

By: Douglas Anderson, Executive Director

Notary Public

City

State of _____

Acting in _____ City

My Commission Expires: _____

FOR CITY OF NOVI

Date

By: Justin Fischer, Mayor

Notary Public

City

State of _____

Acting in _____ City

My Commission Expires: _____

EXHIBIT I INSURANCE REQUIREMENTS

During this Agreement, the Transit Provider shall provide and maintain, at their own expense, all insurance as set forth and marked below, protecting the City against any claims, demands, judgments, settlements, costs and attorney fees. The City, its agents, employees, and elected officials shall be listed as additional named insureds on all General Liability, Professional Liability, and Umbrella policies listed below. The insurance shall be written for not less than any minimum coverage herein specified. Limits of insurance required in no way limit the liability of the Transit Provider.

Primary Coverages

Commercial General Liability Occurrence Form including: (a) Premises and Operations; (b) Products and Completed Operations (including On and Off Premises Coverage); (c) Personal and Advertising Injury; (d) Broad Form Property Damage; (e) Broad Form Contractual including coverage for obligations assumed in this Agreement;

\$5,000,000 – Each Occurrence and/or aggregate combined single limit personal injury including bodily injury and property damage and the maintenance and operation of its vehicles. Coverage shall include: (A) Contractual Liability; (B) Products and Complete Operations Coverage; (C) Independent Transit Providers Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Annual Contract Aggregate applicable to this Agreement.

Workers' Compensation Insurance with limits statutorily required by any applicable Federal or State Law and Employers Liability insurance with limits of no less than \$500,000 each accident, \$500,000 disease each employee, and \$500,000 disease policy limit.

1. ☐ Fully Insured or State approved self-insurer.
2. ☐ Sole Proprietors must submit a signed Sole Proprietor form.
3. ☐ Exempt entities, Partnerships, LLC, etc., must submit a State of Michigan form WC-337 Certificate of Exemption.

Commercial Automobile Liability Insurance covering bodily injury and property damage arising out of the use of any owned, hired, or non-owned automobile with a combined single limit of \$5,000,000 each accident.

General Insurance Conditions

The aforementioned insurance shall be endorsed, as applicable, and shall contain the following terms, conditions, and/or endorsements. All certificates of insurance shall provide evidence of compliance with all required terms, conditions and/or endorsements.

1. All policies of insurance shall be on a primary, non-contributory basis with any other insurance or self-insurance carried by the City;
2. The insurance company(s) issuing the policy(s) shall have no recourse against the City for subrogation (policy endorsed written waiver), premiums, deductibles, or assessments under

any form. All policies shall be endorsed to provide a written waiver of subrogation in favor of the City;

3. Any and all deductibles or self-insured retentions shall be assumed by and be at the sole risk of the Transit Provider;
4. The Commercial General Liability shall be endorsed to name the City of Novi, its City Council, all employees, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or volunteers thereof as additional insured. Policies shall be issued by insurers who endorse the policies to reflect that in the event of payment of any loss or damages, subrogation rights under those contracts documents will be waived by the insurer with respect to claims against the City.
5. If the Transit Provider's insurance policies have higher limits than the minimum coverage requirements stated in this document the higher limits shall apply and in no way shall limit the overall liability assumed by the Transit Provider under this Agreement.
6. The Transit Provider shall require its Transit Providers or sub-Transit Providers, not protected under the Transit Provider's insurance policies, to procure and maintain insurance with coverages, limits, provisions, and/or clauses equal to those required in this Agreement;
7. **Proof of Insurance:** Certificates of insurance must be provided no less than ten (10) Business Days prior to the City's execution of the Agreement and must bear evidence of all required terms, conditions and endorsements as follows:
 - a) Two (2) copies of the Certificate of Insurance for Worker's Compensation Insurance.
 - b) Two (2) copies of the Certificate of Insurance for Commercial General Liability Insurance.
 - c) Two (2) copies of Insurance for Vehicle Liability Insurance.
 - d) Two (2) copies of Insurance for Ambulance Professional Malpractice Liability Insurance.
 - e) If requested, certified copies of all required policies shall be provided.
8. All insurance carriers must be licensed and approved to do business in the State of Michigan along with the Transit Provider's state of domicile and shall have and maintain a minimum A.M. Best's rating of A- unless otherwise approved by the City Administrator.
9. **Cancellation Notice:** Worker's Compensation Insurance, Commercial General Liability Insurance, Motor Vehicle Liability Insurance and Ambulance Professional Liability Insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) Days Advance Written Notice of Cancellation, Non-renewal, Reduction, and/or Material Change shall be sent to the City of Novi, 45175 10 Mile Road, Novi, MI 48375."; and provide 30 days' notice of cancellation/material change endorsement.
10. **Renewal Notices:** If any of the required insurance coverages expire during the term of this Agreement, Transit Provider shall deliver renewal certificates to the City Clerk at least then (1) days prior to their expiration.

EXHIBIT II USE OF CITY FACILITIES

Transit Provider shall receive access to City Facilities according to the following specifications:

1. SERVICE GENERAL REQUIREMENTS

- 1.1. Prompt and Competent Service:** Transit Provider shall provide curb-to-curb transportation services to Eligible Riders and General Public Riders within the entire City of Novi, promptly and competently in accordance with the terms and conditions of its Agreement with Oakland County.

2. USE OF CITY FACILITIES:

2.1. 45175 Ten Mile Road:

2.1.1. Office Space: Transit Provider may use office space designated by City in its building located at 45175 Ten Mile Road, known as "City Hall", subject to the conditions to be set by the City Manager or designee and the requirements set forth herein. The designated office space shall be used as a transportation dispatch office.

2.1.2. Parking: Transit Provider may have access to fifteen (15) designated parking spots for its vans along the sidewalk area by Novi High School, as indicated in Exhibit III, to be parked while providing transit services within the City under the Agreement.

2.1.3. Payment for Utilities: The City shall be responsible for the actual cost of the following utilities: gas, electricity, Internet, water and sewer. Transit Provider shall be responsible for providing telephone service and the cost of said service. The City reserves the right to seek reimbursement for telephone charges that are not related to providing transportation services.

2.1.4. Maintenance and Damages: The City will be responsible for snow/ice removal and maintaining the sidewalks and driveway/parking at 45175 Ten Mile Road. The Transit Provider shall be responsible for the weekly removal of waste once in the receptacles designated by City. The Transit Provider shall pay the City for any damage to the property that is caused by the Transit Provider. The City will maintain the building and grounds.

2.1.5. Hours of Access: Transit Provider shall have access to the designated office space 4 a.m. - 11:59 p.m. Monday through Friday, 4 a.m. – 11:59 p.m. Saturday, and 7 a.m. – 11:59 p.m. Sunday.

2.1.6. Furniture: Transit Provider shall have the use of desks provided by City.

2.1.7. Office Supplies and Computers: Transit Provider shall be responsible for providing its own office supplies, computers and chairs, etc. Transit Provider may use the public Wi-Fi available in City Hall. If Transit Provider would like to install its own Wi-Fi, it must receive approval from the City prior to installation of service.

2.2. 26300 Lee BeGole Drive: Transit Provider may use designated areas within

the City's DPW campus located at 26300 Lee BeGole Drive, upon terms and conditions to be set by the DPW Director or designee, and subject to the following limitations:

2.2.1. Fuel: Transit Provider shall have access to the City's fuel station for providing fuel to its vans which service City residents. The DPW Director shall establish a unique pin number for Transit Provider, which must be used to obtain fuel.

2.2.2. Hours of Access: Transit Provider shall have access to fuel pumps 4 a.m. - 10 p.m. Monday through Friday, 4 a.m. – 6 p.m. Saturday, and 7 a.m. – 6 p.m. Sunday.

2.2.3.

2.3. Payment for Fuel: The City shall provide a monthly invoice to Transit Provider indicating amount of fuel used by Transit Provider at the rate City is charged by its fuel provider. Payment shall be made by Transit Provider to City within thirty (30) days of receipt of invoice. Transit Provider shall have fifteen (15) business days to notify City's DPW Director of any disputes or questions on a monthly invoice. The Parties shall work cooperatively to resolve all invoice disputes. Amounts not disputed within 15 business days shall be deemed accepted by Transit Provider. Failure to pay the City by the fifteenth day of a month shall be grounds for termination of the Agreement.

2.4. Transit Provider Responsibility for Personal Property: City shall not be responsible for lost, damaged or stolen personal property belonging to the Transit Provider or its Transit Provider Personnel. Transit Provider should maintain renter's insurance for the Transit Provider's building contents, and hereby holds the City harmless for lost, damaged or stolen personal property.

2.5. City is Owner of Facilities: City shall for all purposes remain the owner of the buildings and shall have access to all areas of the building at all times, without notice to the Transit Provider. The right to access the facilities shall not be considered a property interest. The buildings are City property, the City shall be authorized to revoke the access granted under this section at any time, and for any reason. The Transit Provider shall indemnify and hold harmless the City from any and all causes of action, actions, claims, or demands, and from any damages to persons or property of any kind whatsoever, including the building, arising out of the Transit Provider's use, or the use of its personnel or crew members, of the building or property, and shall reimburse the City and its agents and employees for any costs or fees incurred in the defense of or to remedy and such causes of action, actions claims, demands, or damages.

3. PERSONNEL REQUIREMENTS

3.1. Within five (5) days of the Effective Date of this Agreement, Transit Provider shall provide the City with a list of all Transit Provider Personnel who will or may be assigned to use City Facilities provided under this Agreement. The list shall include each individual's full name, position, title or function they perform, and a copy of any license required by the State of Michigan. This same information must be provided to the Manager of Parks, Recreation & Cultural Services-Older Adult Services Division within ten (10) days of the hiring of new Transit Provider

Personnel who will have access to City Facilities under this Agreement. Transit Provider Personnel means individuals retained by Transit Provider either as employees or as contracted individuals, to provide services under this Agreement. Transit Provider shall be required to notify the Manager of Parks, Recreation & Cultural Services-Older Adult Services Division as soon as a Transit Provider employee is no longer assigned to access City Facilities.

- 3.2.** Transit Provider Employees who will be granted access to City Facilities shall be required to wear a City provided ID badge. Transit Provider shall be sponsible for returning the former Transit Provider employee's City ID badge to the Manager of Parks, Recreation & Cultural Services-Older Adult Services Division . Transit Provider will be required to pay the City \$10.00 for any badge that is not returned or is lost.
- 3.3.** The City shall have the right for good cause, to require that Transit Provider Personnel be reassigned and prohibited from having access to City Facilities.
- 3.4.** Transit Provider shall perform a complete criminal history (CCH) background check prior to assigning individuals to access City Facilities.
- 3.5.** Any Transit Provider Personnel with a conviction for Criminal Sexual Conduct (CSC) or violation of any Controlled Substances Act shall not be allowed to access a City Facility.
- 3.6.** Any Transit Provider Personnel with a conviction for theft or larceny within the last five (5) years shall not be allowed to access a City Facility.
- 3.7.** The City reserves the right to perform criminal background checks on Transit Provider Personnel providing services under this Agreement.
- 3.8.** The Transit Provider shall notify the Manager of Parks, Recreation & Cultural Services-Older Adult Services Division, if any of its Personnel assigned to access City Facilities are criminally charged with any felony or terminated from employment for any alcohol and/or controlled substance, or larceny problem.

4. TRANSIT PROVIDER MONTHLY MEETINGS

If requested by City, an executive member of the Transit Provider's staff shall participate in a monthly in-person meetings with the Manager of Parks, Recreation & Cultural Services-Older Adult Services Division or designee to assess the use of City Facilities.

5. RATES AND FEE COLLECTION

The Transit Provider shall be responsible for ensuring that Eligible Residents are not charged a fee by Transit Provider for using its transit services. As provided in Section 4.2 of the Agreement, Transit Provider shall track rides provided to Eligible Riders and provide a monthly invoice to City.



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Consideration of Resolution Approving Assignment of Waste Hauling Agreement from GFL Environmental to Priority Waste LLC. subject to the Transfer Agreement between GFL and Priority Waste begin finalized and Priority Waste providing insurance to the City.

SUBMITTING DEPARTMENT: City Manager

BACKGROUND INFORMATION:

GFL sent a letter to the City on June 6, 2024, requesting the City to approve the assignment of its waste hauling agreement with the City, to Priority Waste. The agreement provides that an assignment of the responsibilities under the agreement will not be effective unless it is approved by the City. The City's approval of an assignment cannot be unreasonably withheld. GFL indicated that it plans to close on its Transfer Agreement with Priority Waste on June 30, 2024.

The Resolution indicates that approval of the assignment is contingent upon the Transfer Agreement being finalized between GFL and Priority Waste and if that does not occur, the City's approval will be null and void and GFL will continue as the provider. If the Transfer Agreement is approved, the Resolution requires Priority Waste to provide the City with an insurance certificate with the coverages indicated in the agreement and to execute an amendment to the agreement to update their contact and notice information.

RECOMMENDED ACTION: Approval of Resolution Consenting to the Assignment of the City's waste hauling agreement from GFL Environmental to Priority Waste.



June 4, 2024

Via Email

City of Novi
45175 Ten Mile Rd
Novi, MI 48375

Attention: Victor Cardenas

Re: Priority Waste Purchase of Southeast Michigan Residential Business from GFL

Dear Valued Customer:

We are writing to you in connection with your residential collection services contract with GFL Environmental USA Inc. ("GFL") (the "Agreement").

We are excited to announce that GFL has agreed to sell the assets used in its Southeast Michigan residential solid waste collection business to Priority Waste LLC ("Priority") (such sale, the "Transaction").

In connection with and conditioned upon closing of the Transaction, it is contemplated that Priority will acquire the Agreement by way of an assignment of the Agreement by GFL to Priority, effective at the closing of the Transaction (the "Agreement Transfer"). We anticipate that the closing of the Transaction and the Agreement Transfer will occur on June 30, 2024, assuming all conditions to closing are satisfied or waived.

We are certain that Priority will continue to meet the high service standards you have come to expect from dealing with GFL and we and Priority are coordinating the transition of the business to ensure there is no disruption in service. GFL will continue to perform its obligations under the Agreement until the closing of the Transaction. Please continue to remit payment to GFL until you are instructed otherwise.

We would ask that you please return a countersigned copy of this letter by email at your earliest convenience. By signing this letter, you consent to the Agreement Transfer, waive any notice period or any other requirement in the Agreement with respect to the Agreement Transfer and agree that, notwithstanding the closing of the Transaction, the Agreement will survive and continue in full force and effect without any further action by you or GFL. Your consent will be effective as of the date of closing of the Transaction.

Please reach out to one of us personally with any questions you may have. On behalf of all of us at GFL, thank you for your business.

Very truly yours,

Rick Vannan ((947) 241-4395 or rvannan@gflenv.com)
Don Barretta ((586) 933-3812 or dbarretta@gflenv.com)
Sam Caramagno ((734) 812-5732) or scaramagno@gflenv.com)

City of Novi

By: _____

Name: _____

Title: _____

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

CITY OF NOVI RESOLUTION
CONSENTING TO THE ASSIGNMENT OF ITS WASTE HAULING
SERVICES AGREEMENT FROM GFL ENVIRONMENTAL
TO PRIORITY WASTE LLC

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 June 17, 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 _____.

RECITALS:

WHEREAS, the City of Novi, ("City") entered into an agreement with GFL Environmental, ("GFL") requiring GFL to pick up residential waste and recycling materials within the City; and

WHEREAS, the agreement provides that it may not be assigned to another waste hauler without the City's consent, which cannot be unreasonably withheld; and

WHEREAS, GFL has announced that it intends to sell its residential solid waste collection business in southeast Michigan to Priority Waste LLC, ("Priority") effective upon finalizing an Agreement Transfer between GFL and Priority scheduled to occur on June 30, 2024; and

WHEREAS, GFL has provided a letter to the City requesting that it sign prior to June 30, 2024, to approve the assignment to Priority; and

WHEREAS, City Council will consent to the assignment of its waste hauling contract from GFL to Priority contingent upon the conditions in this Resolution. However, if the Agreement Transfer does not take place, the City's consent shall be null and void.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. City Council hereby consents to the assignment of its residential waste hauling agreement from GFL to Priority Waste and authorizes the City Manager to sign the consent letter provided by GFL.
2. The consent of City Council to the assignment is contingent upon the closing and execution of the Agreement Transfer between GFL and Priority, which is scheduled to occur on June 30, 2024. In the event that the Agreement Transfer fails to close, this consent shall be null and void and the agreement between the City and GFL shall not be assigned to Priority.
3. This consent is also conditioned upon Priority: (i) providing a certificate of insurance to the City in accordance with the terms of the GFL waste hauling agreement: (ii) signing an amendment to the GFL waste hauling agreement confirming its assumption all the obligations under the agreement and updating its contact and notice information. All these conditions must be satisfied prior to July 31, 2024, or this Resolution shall be null and void.
4. The City Council further resolves to authorize the City Manager to take the necessary actions to finalize the assignment of the waste hauling services to Priority, should the Agreement Transfer take place.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

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 17th day of June, 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
JUNE 17, 2024

SUBJECT: Approval of the recommendation from the Consultant Review Committee for City's 2024-2025 property and liability insurance coverage with Travelers Insurance in the amount of \$574,891.

SUBMITTING DEPARTMENT: Finance

EXPENDITURE REQUIRED	\$574,891
AMOUNT BUDGETED	\$574,891
APPROPRIATION REQUIRED	\$0
LINE ITEM NUMBER	101-266.00-820.000 \$452,200 271-000.00-820.000 \$17,000 570-000.00-820.000 \$14,400 574-000.00-820.000 \$48,500 592-536.00-820.000 \$50,000

BACKGROUND INFORMATION

The City has insurance coverage of property and liability encompassing all of the City's activities, including City-owned property, buildings and equipment (large equipment including DPW and Fire equipment,) its employees, elected officials and volunteers, regulatory takings/inverse condemnation coverage, and sewer backup liability coverage, and cyber incident response liability. The coverage also includes the Library, Ice Arena, Meadowbrook Commons, and the Water Fund. Each of these entities, by way of separate line-item numbers, reimburses the General Fund in the appropriate premium amounts. The underwriters use the following to provide rates:

- a) claims experience
- b) budget
- c) number of total staff
- d) number of police staff and firefighters and
- e) property valuations (land, building, equipment, vehicles, etc.

During the past fiscal year, the City's broker, Kapnick Insurance Group, requested proposals from ten insurance companies related to general liability and property insurance. Kapnick received two proposals, one from our existing carrier, Tokio (since the early 2000's), and the other from Travelers Insurance. Tokio's proposal totaled \$740,526 (a 28% increase from their current rate of \$580,435) and had reductions in coverage and increases in deductibles. Travelers pricing was comparable to the City's existing fee and offered similar coverage and deductibles to what we currently have for fiscal year 2024. Representatives from Kapnick and city staff met with the Consultant Review Committee at their June 10, 2024, meeting and reviewed the detailed proposals resulting in the committee recommending making the change for fiscal year 2024-2025 to Travelers. This request is coming in under budget, for FY 2024/25 by nearly \$60,000.

RECOMMENDED ACTION: Approval of the recommendation from the Consultant Review Committee for City's 2024-2025 property and liability insurance coverage with Travelers Insurance in the amount of \$574,891.

RISK MANAGEMENT AND INSURANCE REVIEW

City of Novi

presented by:

Bill Lyle, Vice President

Theresa Falzetti, CIC Account Executive

July 1, 2024

PROPERTY & CASUALTY SERVICE TEAM |

Kapnick Insurance Group utilizes a team approach to servicing your account. You will have several dedicated, highly experienced insurance professionals assigned specifically to work with you. We strive to have someone familiar with your account available to talk to whenever you have a question or need advice.



BILL LYLE, CLIENT EXECUTIVE, VP
P 734.274.4442 E bill.lyle@kapnick.com

Bill will serve as the lead person on your team, with overall responsibility for your account, and will make recommendations regarding your coverages and exposures. Bill will also advise and provide creative solutions to your risk management issues.



THERESA FALZETTI, ACCOUNT EXECUTIVE
P 734.929.9467 E theresa.falzetti@kapnick.com

Theresa will be responsible for the marketing of your account to insurance carriers and negotiate with underwriters. In addition, Theresa will provide consultation on program structure, terms and conditions in addition to coverage inquiries.



KRIS CANNON, ACCOUNT MANAGER, CIC
P 517.265.1886 E kris.cannon@kapnick.com

Kris will be your primary contact for day-to-day service needs. She will make changes to your policy, provide certificates of insurance and auto ids. She will create invoices and follow up with premium collection and assist in answering daily service needs.



DEREK WESCH, CLAIMS ADVOCATE
P 248.206.1368 E derek.wesch@kapnick.com

Derek will be your claims advocate by monitoring claims status and investigating and coordinating communications with you and the insurance carrier.



AMY DEKEYSER, VP RISK SOLUTIONS, CIC, CWCP
P 517.266.6950 E amy.dekeyser@kapnick.com

Amy will provide fee-based safety and loss control services, advanced level management guidance support, organize educational classes and seminars, and coordinate risk control services.



MELISSA MATICH, PERSONAL INSURANCE ACCOUNT EXECUTIVE
P 248.595.0734 E melissa.matich@kapnick.com

Melissa will service your individual risk management needs, provide solutions, negotiate with insurance carriers to provide the best coverage at the most competitive price, and answer questions regarding coverages and other service issues.

PROPERTY

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV

Effective: 7/1/2024 to 7/1/2025

Blanket Building & Contents

Limits:	\$149,656,000	Blanket Per Schedule on File with Company
	\$ 50,000	Personal Property at Undescribed Premises – Exhibition
	\$ 50,000	Personal Property at Undescribed Premises – Not Owned, Lased or Regularly Operated Premises
	\$ 50,000	Sales Representative Property
	\$ 50,000	Personal Property in Transit
	\$ 2,000,000	Earthquake - Aggregate
	\$ 2,000,000	Flood – Does not apply to Loc's 11, 12, 13, 21, 22, 23, 24, 25, 30, 31, 35, 36, 37, 38, 44, & 47 - Aggregate
	\$ 425,714	Building – Historical Library – Outside of blanket limit
	\$ 67,500	Contents – Historical Library – Outside of blanket limit

Forms:
Special Form
Agreed Value
Replacement Cost
Broad Form Flood Endorsement

Deduct: \$50,000

Includes:

- Equipment Breakdown Endorsement
 - Spoilage - **\$250,000**
 - Ammonia Contamination - **\$250,000**
 - Hazardous Substance - **\$250,000**
- Utility Service
 - Direct Damage - **\$100,000** – any one occurrence
 - Time Element - **\$100,000** – any one occurrence
 - Coverage provided for Water, Communication and Power Supply
 - Overhead Transmission Lines - **\$25,000** – any one occurrence
- Electronic Vandalism Limitation Endorsement - **\$10,000** – in any 12-month period of the policy
- Sewer or Drain Backup - **\$100,000**
- Law Enforcement Animals
 - Any one law enforcement animal - **\$15,000**
 - All law enforcement animals – maximum per occurrence - **\$25,000**

PROPERTY

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Note: Coverage could be restricted or excluded for vacant or unoccupied buildings.

Business Income & Extra Expense

Limits:	\$500,000
Forms:	Special Form
Deduct:	72 Hours

PROPERTY SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 7/1/2024 - 7/1/2025

Note: It is the responsibility of the client to make sure limits are adequate.

Loc.	Bldg.	Legal Ownership Entity / Named Insured	Location Name & Address	Description	100% Building Limit	Blkt	100% PPI/PPO Limit	Blkt	Business Income	Blkt
1		City of Novi	45175 Ten Mile Rd Novi, MI 48375 Oakland	CITY HALL	\$17,267,520	Y	\$3,750,000	Y	\$500,000	
1	7	City of Novi	45175 TEN MILE ROAD E Novi, MI 48375 Oakland	BASEBALL DUGOUT	\$229,631	Y	\$3,500	Y		
1	8	City of Novi	45175 TEN MILE ROAD E Novi, MI 48375 Oakland	PAVILLION	\$104,192	Y	\$0	Y		
1	9	City of Novi	45175 TEN MILE ROAD E Novi, MI 48375 Oakland	PAVILLION	\$102,149	Y	\$0	Y		
1	10	City of Novi	45175 TEN MILE ROAD E Novi, MI 483785 Oakland	PAVILLION	\$102,149	Y	\$0	Y		
1	11	City of Novi	45175 TEN MILE ROAD E Novi, MI 48375 Oakland	STORAGE SHED	\$102,149	Y	\$0	Y		
1	12	City of Novi	45175 TEN MILE RD ELLA Novi, MI 48375 Oakland	STORAGE BLDG	\$102,149	Y	\$0	Y		
2	1	City of Novi	45275 TEN MILE ROAD Novi, MI 48375 OAKLAND	HISTORICAL LIBRARY	\$425,714	N	\$67,500	N		
3	1	City of Novi	42975 GRAND RIVER AVE Novi, MI 48375 OAKLAND	FIRE STATION	\$2,113,235	Y	\$613,200	Y		
4	1	City of Novi	1919 PARAMOUNT STREET Novi, MI 48375 OAKLAND	FIRE STATION	\$1,177,372	Y	\$306,000	Y		
5	1	City of Novi	42785 NINE MILE ROAD Novi, MI 48375 OAKLAND	FIRE STATION	\$908,743	Y	\$228,000	Y		
6	1	City of Novi	49375 TEN MILE ROAD Novi, MI 48375 OAKLAND	FIRE STATION	\$2,933,434	Y	\$748,800	Y		
7	1	City of Novi	25804 BECK ROAD Novi, MI 48375 OAKLAND	FIRE STATION	\$728,986	Y	\$174,000	Y		
8	1	City of Novi	26300 LEE BEGOLE DRIVE Novi, MI 48375 OAKLAND	DPW BLDG	\$7,053,035	Y	\$3,634,400	Y		
8	2	City of Novi	26300 LEE BEGOLE DRIVE Novi, MI 48375 OAKLAND	DPW GARAGE	\$3,104,795	Y	\$940,500	Y		
9		City of Novi	45125 TEN MILE ROAD Novi, MI 48375 OAKLAND	POLICE STATION TOTAL	\$8,860,065	Y	\$2,062,200	Y		
10		City of Novi	26350 LEE BEGOLE DRIVE Novi, MI 48375 OAKLAND	GUN RANGE BUILDING TOTAL	\$3,450,922	Y	\$0	Y		
11	1	City of Novi	42400 NICK LIDSTROM DR Novi, MI 48375 OAKLAND	ICE ARENA	\$18,421,954	Y	\$0	Y		

PROPERTY SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 7/1/2024 - 7/1/2025

Note: It is the responsibility of the client to make sure limits are adequate.

Loc.	Bldg.	Legal Ownership Entity / Named Insured	Location Name & Address	Description	100% Building Limit	Blkt	100% PPI/PPO Limit	Blkt	Business Income	Blkt
12	1	City of Novi	45255 TEN MILE ROAD Novi, MI 48375 OAKLAND	LIBRARY	\$12,358,887	Y	\$7,425,000	Y		
13		City of Novi	51000 EIGHT MILE ROAD Novi, MI 48375 OAKLAND	PARK RESTROOMS TOTAL	\$1,620,777	Y	\$0	Y		
		City of Novi	601 S LAKE DRIVE Novi, MI 48375 OAKLAND	BATHROOM AND MAINTENANCE BLDG	\$6,741,849	Y	\$10,000	Y		
14	3	City of Novi	601 S LAKE DRIVE Novi, MI 48375 OAKLAND	PICNIC SHELTER	\$102,149	Y	\$0	Y		
14	4	City of Novi	601 S LAKE DRIVE Novi, MI 48375 OAKLAND	PICNIC SHELTER	\$102,149	Y	\$0	Y		
14	5	City of Novi	601 S LAKE DRIVE Novi, MI 48375 OAKLAND	PICNIC SHELTER	\$102,149	Y	\$0	Y		
14	6	City of Novi	601 S LAKE DRIVE Novi, MI 48375 OAKLAND	STORAGE BUILDING	\$102,149	Y	\$0	Y		
15	1	City of Novi	43390 THIRTEEN MILE RD Novi, MI 48375 OAKLAND	PAVILLION	\$544,384	Y	\$0	Y		
16	1	City of Novi	26442 WIXOM ROAD Novi, MI 48375 OAKLAND	PICNIC SHELTER	\$134,938	Y	\$0	Y		
17	1	City of Novi	27852 WEST PARK DRIVE Novi, MI 48375 OAKLAND	STORAGE FACILITY	\$4,798,650	Y	\$0	Y		
18	1	City of Novi	26670 MEADOWBROOK Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
19	1	City of Novi	25849 ISLAND LAKE DR Novi, MI 48375 OAKLAND	LIFT STATION	\$318,828	Y	\$0	Y		
20	1	City of Novi	25694 WIXOM RD Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
21	1	City of Novi	25171 REGENCY DR Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
22	1	City of Novi	23660 MEETING HALL LN Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
23	1	City of Novi	22342 ROBERTS RD Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
24	1	City of Novi	26401 BECK RD Novi, MI 48375 OAKLAND	LIFT STATION	\$265,690	Y	\$0	Y		
25	1	City of Novi	27376 NAPIER RD Novi, MI 48375 OAKLAND	LIFT STATION	\$239,297	Y	\$0	Y		
26	1	City of Novi	26915 FOUNTAIN WALK DR Novi, MI 48375 OAKLAND	LIFT STATION	\$204,298	Y	\$0	Y		
27	1	City of Novi	45351 JACOB RD Novi, MI 48375 OAKLAND	LIFT STATION	\$318,828	Y	\$0	Y		

PROPERTY SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 7/1/2024 - 7/1/2025

Note: It is the responsibility of the client to make sure limits are adequate.

Loc.	Bldg.	Legal Ownership Entity / Named Insured	Location Name & Address	Description	100% Building Limit	Blkt	100% PPI/PPO Limit	Blkt	Business Income	Blkt
28	1	City of Novi	50980 DAROCA CT Novi, MI 48375 OAKLAND	LIFT STATION	\$265,690	Y	\$0	Y		
29	1	City of Novi	51050 TEN MILE RD Novi, MI 48375 OAKLAND	LIFT STATION	\$265,690	Y	\$0	Y		
30	1	City of Novi	20926 E GLEN HAVEN CIR Novi, MI 48375 OAKLAND	LIFT STATION	\$435,694	Y	\$0	Y		
31	1	City of Novi	21303 HAGGERTY RD Novi, MI 48375 OAKLAND	LIFT STATION	\$234,676	Y	\$0	Y		
32	1	City of Novi	21687 BECK RD. Novi, MI 48375 OAKLAND	LIFT STATION	\$204,298	Y	\$0	Y		
33	1	City of Novi	24489 WIXOM RD Novi, MI 48375 OAKLAND	LIFT STATION	\$204,298	Y	\$0	Y		
34	1	City of Novi	44798 TWELVE MILE Novi, MI 48375 OAKLAND	LIFT STATION	\$265,690	Y	\$0	Y		
35	1	City of Novi	27852 WEST PARK DR Novi, MI 48375 OAKLAND	PUMP STATION	\$318,828	Y	\$0	Y		
36	1	City of Novi	26003 WIXOM RD. Novi, MI 48375 OAKLAND	PUMP STATION	\$204,298	Y	\$0	Y		
37	1	City of Novi	25075 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$20,429,844	Y	\$500,000	Y		
38	2	City of Novi	25027-25037 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$10,000	Y		
39	3	City of Novi	25007-25017 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$0	Y		
40	4	City of Novi	24987-24997 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$10,000	Y		
41	5	City of Novi	25047-25057 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$10,000	Y		
42	6	City of Novi	24963-24977 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,491,379	Y	\$10,000	Y		
43	7	City of Novi	24943-24953 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$10,000	Y		

PROPERTY SCHEDULE

NAMED INSURED: City of Novi
POLICY TERM: 7/1/2024 - 7/1/2025

Note: It is the responsibility of the client to make sure limits are adequate.

Loc.	Bldg.	Legal Ownership Entity / Named Insured	Location Name & Address	Description	100% Building Limit	Blkt	100% PPI/PPO Limit	Blkt	Business Income	Blkt
44	8	City of Novi	24923-24933 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$10,000	Y		
45	9	City of Novi	24899-24913 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,646	Y	\$0	Y		
46	10	City of Novi	24875-24899 MEADOWBROOK RD. Novi, MI 48375 OAKLAND	HOUSING	\$1,123,641	Y	\$0	Y		
					\$129,626,114		\$20,523,100		\$500,000	

DELUXE PROPERTY COVERAGE EXTENSION

Description	Limit
Accounts Receivable	
• On-premises	\$250,000
• In-transit or at undescribed premises	\$25,000
Appurtenant Buildings or Structures	\$100,000
Claim Data Expense	\$25,000
Covered Leasehold Interest – Undamaged Improvements & Betterments	
• Lesser of Your Business Personal Property limit or:	\$100,000
Debris Removal – Additional	\$250,000
Deferred Payments	\$25,000
Duplicate Electronic Data Processing Data and Media	\$50,000
Electronic Data Processing Data and Media	
• At all described premises	\$100,000
Employee Tools	
• In any one occurrence	\$25,000
• Any one item	\$2,500
Expediting Expense	\$25,000
Extra Expense	\$25,000
Fine Arts	
• At all described premises	\$50,000
• In transit	\$25,000
Fire Department Service Charge	Included
Fire Protective Equipment Discharge	Included

DELUXE PROPERTY COVERAGE EXTENSION

Description	Limit
Green Building Alternatives – Increased cost - Percentage 1% - Maximum amount – each building	\$100,000
Green Building Reengineering and Recertification Expense	\$25,000
Limited Coverage for Fungus, Wet Rot or Dry Rot – Annual Aggregate	\$25,000
Loss of Master Key	\$25,000
Newly Constructed or Acquired Property - Buildings - each - Personal property at each premises	\$2,000,000 \$1,000,000
Non-Owned Detached Trailers	\$25,000
Ordinance or Law Coverages	\$500,000
Outdoor Property Any one tree, shrub, or plant	\$100,000 \$2,500
Outside Signs - At all described premises - At all undescribed premises	\$100,000 \$5,000
Personal Effects	\$25,000
Personal Property at Premises Outside of the Coverage Territory	\$50,000
Personal Property In-Transit Outside of the Coverage Territory	\$25,000
Pollutant Clean-Up and Removal – Annual Aggregate	\$100,000

DELUXE PROPERTY COVERAGE EXTENSION

Description	Limit
Preservation of Property - Expenses to move and temporarily store property - Direct loss or damage to moved property	\$250,000 Included
Reward Coverage – 25% of covered loss up to a maximum of:	\$25,000
Stored Water	\$25,000
Theft Damage to Rented Property	Included
Undamaged Parts of Stock in Process	\$50,000
Valuable Papers and Records – Cost of Research - At all described premises - In transit or at all undescribed premises	\$250,000 \$25,000
Water or Other Substance Loss – Tear out and Replacement Expenses	Included

Note: The above comments are descriptive only. The precise coverage afforded is subject to the terms, conditions and exclusions of the policies as issued.

DELUXE BUSINESS INCOME (AND EXTRA EXPENSE)

Description	Limit
Alterations and New Buildings	Included
Civil Authority	Included
Claim Data Expense	\$25,000
Contract Penalties	\$25,000
Dependent Properties - Worldwide	\$100,000
Electronic Media and Records Limitation	60 Days
Extended Business Income – 180 Days	Included
Fungus, Wet Rot or Dry Rot – Limited coverage for 30 Days	Included
Green Building Alternatives – Increased Period of Restoration	30 Days
Ingress or Egress – Up to \$25,000	Included
Newly Acquired Locations – 180 Days	\$500,000
Ordinance or Law Coverage – Increased period of restoration	Included
Pollutant Cleanup and Removal - Per policy period	\$25,000
Resumption of Operations	Included
Transit	\$25,000
Undescribed Premises	\$25,000

Note: The above comments are descriptive only. The precise coverage afforded is subject to the terms, conditions and exclusions of the policies as issued.

INLAND MARINE – EQUIPMENT FLOATER

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Limits:	\$1,761,230	Contractors Equipment
	\$ 10,000	Contractors Equipment – Unscheduled – Owned
	\$ 5,000	Contractors Equipment – Unscheduled – Owned – Any One Item
	\$ 25,000	Contractors Equipment – Unscheduled – Leased/Rented
Forms:	Special Form 80% Coinsurance	
Valuation:	Scheduled Equipment – Actual Cash Value Unscheduled Owned Equipment – Actual Cash Value Equipment Owned by Others - Replacement Cost	
Deduct:	\$5,000	

INLAND MARINE – EQUIPMENT FLOATER

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

COVERAGE EXTENSIONS	LIMIT OF INSURANCE
Business Personal Property In Job Trailers:	\$10,000
Document And Data Restoration Costs:	\$50,000
Fire Protective Systems:	\$75,000
Hauling Property Of Others:	\$100,000
Newly Acquired Equipment - Per Item:	\$250,000
Rental Costs:	
Any One Item:	\$5,000
Any One Occurrence:	\$25,000
Upgrades To Covered Property:	\$25,000

ADDITIONAL COVERAGES	LIMIT OF INSURANCE
Claim Data Expenses:	\$5,000
Continuing Rental Payments:	
Any One Item:	\$5,000
Any One Occurrence:	\$25,000



INLAND MARINE – EQUIPMENT FLOATER

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV

Effective: 7/1/2024 to 7/1/2025

Contract Penalty:	\$25,000
Debris Removal Increased Limit:	\$75,000
Employee Tools, Equipment And Clothing:	
Any One Item:	\$1,000
Any One Employee:	\$2,500
Any One Occurrence:	\$5,000
Errors Or Unintentional Omissions:	\$100,000
Expediting Expenses:	\$25,000
Expendable Supplies:	\$10,000
Fire Or Police Department Service Charge:	\$25,000
Lost Warranty Or Service Contract:	\$10,000
Pollutant Clean Up And Removal:	\$25,000
Preservation Of Property Expense:	\$50,000
Reward Coverage:	\$2,500
Tracking System Deductible Waiver Amount:	\$10,000

CM U3 50 – Flood Exclusion

CM U3 66 – Earth Movement Exclusion



EQUIPMENT SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Note: It is the responsibility of the client to make sure limits are adequate.

#	Year	Manufacturer	Model	ID / Serial #	Amount of Insurance
1	1997	CAT	Grader	4XMO1315	185,000
2	2007		Zamboni		75,015
3	2008	John Deere	Loader	DW624JZ621517	139,400
4	2012	John Deere	Excavator 85D	1FF085DXLBG016629	102,866
5	2013	CAT	Laboratory Asphalt Compactor CB2	22001289	35,342
6	2014	John Deere	6105D Roadside Mower	PE4045R076876	102,961
7	2017	Caterpillar	Wheeled Excavator M318F	0F8B00859	239,000
8	2017	Bobcat	Skid Steer (T-870)	ASWT12204	81,235
9	2018	Polaris	Ranger 900 crew	4XARVA876H8025926	15,232
10	2018	Alweld		AWLC1051G718	28,980
11	2018	Bobcat	Mini Excavator (E-42)	B2VW14091	47,327
12	2018	Husqvarna	Concrete Saw FS 5000	S/N 001364427001	25,575
13	2019	Marine Master	TL1673SS-SAW	5JUBA1911JT068527	3,830
14	2019	Caterpillar	930M Loader	CAT0930MKKTG03934	189,802
15	2020	Tennant M30	Floor Scrubber	Eng Ser # 20M0025160	68,747
16	2021	Ventrac	4500Z Tractor VT	4500Z-AJ15117	42,627
17	2021	Mitsubishi	FG55N1	AF33C90145	68,932
18	2021	Bobcat	Toolcat 5600	AHG820092	91,383
19	2021	Michigan Cat	Backhoe 420XE	CAT00420CH9X01023	130,192
20	2018	Polaris	Ranger 900 crew	4XARVA876H8025926	15,232
21	2023	Bobcat	Mini Excavator (E-42)	B4GM19724	72,553

CRIME

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Limit(s) per occurrence:

Limits:	\$250,000	Employee Theft – Per Loss
	\$250,000	Forgery Coverage
	\$250,000	Inside the Premises – Theft of Money and Securities
	\$250,000	Inside the Premises – Robbery or Safe Burglary of Other Property
	\$250,000	Outside the Premises
	Not Covered	Computer Fraud
	Not Covered	Funds Transfer Fraud
	\$250,000	Money Orders and Counterfeit Paper Currency
Deductible:	\$5,000	Per Occurrence

COMMERCIAL GENERAL LIABILITY

Insured by The Charter Oak Fire Insurance Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Bodily Injury and Property Damage Liability

Limits

Each Occurrence	\$1,000,000
Personal and Advertising Injury Liability-Any one person/org.	\$1,000,000
General Aggregate	\$3,000,000
Products/Completed Operations Aggregate	\$3,000,000
Abuse or Molestation Aggregate Limit - Limited	\$500,000
Each Abuse or Molestation Offense Limit	\$500,000
Damage to Premises Rented to You	\$100,000
Medical Payments	Excluded
Cemetery Professional Services	Included
Pesticide or Herbicide	Included
Failure to Supply Limit	\$100,000
Sewer Backup Liability	\$100,000

Employee Benefits - \$1,000 Deductible – RETRO Date: 7/1/2024

Employee Benefits – Each Employee	\$1,000,000
Employee Benefits – Aggregate	\$3,000,000

Deductible (Applies to Bodily Injury & Property Damage)

- \$25,000 including Claims Expense
- Basis – Per Occurrence

Designated Operations:

- Public Housing Commission - Meadowbrook Commons

COMMERCIAL GENERAL LIABILITY – CONTINUED

Exclusions include, but are not limited to, the following

- Pollution / Asbestos / Fungi or Bacteria / Lead / Nuclear
 - Care, Custody and Control of Personal Property
 - Employment Related Practices
 - Violation of Consumer Financial Protection Laws
 - Professional Liability
 - Sexual Abuse
 - Special Events & Fireworks Liability (coverage can be applied for)
 - PFAS
 - Injury to Volunteer Firefighters
 - Law Enforcement Activities or Operations
 - Medical Payments – Coverage C
 - Employees and Volunteer Workers as Insureds for Certain Bodily Injury, Personal Injury and Property Damage
 - Public Use of Private Property
 - Discrimination
 - Professional Health Care Services – Public Entities
- **Refer to Policy Forms for ALL Exclusions**

IMPORTANT

Special Events: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval (Additional Premium may apply)

Fireworks Liability: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval prior to binding coverage. All fireworks displays must be ignited/discharged by a licensed and insured pyro technician. Additional Premium will Apply.

Important Note Regarding Certificates of Insurance

It is Important to obtain certificates of insurance for all subcontractors. As required by law, you are responsible for the coverage and premium of any uninsured subcontractors.

XTEND ENDORSEMENT FOR PUBLIC ENTITIES

Description

Limits

Who is an Insured

- Public Entities, Elected or Appointed Officials, and Members of your Boards
- Employees and Volunteer Workers
- Owners, Managers or Lessors of Premises
- Lessors of Leased Equipment

Blanket Additional Insured

- Persons or Organizations – for your Ongoing Operations as required by Written Contract or Agreement

Blanket Waiver of Subrogation

Contractual Liability – Railroads

Damage to Premises Rented to You

Knowledge and Notice of Occurrence or Offense

Owned Watercraft

25 feet long or less

Note: The above comments are descriptive only. The precise coverage afforded is subject to the terms, conditions and exclusions of the policies as issued.

PUBLIC ENTITY MANAGEMENT LIABILITY

Insured by The Charter Oak Fire Insurance Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Description

Limit:	\$1,000,000	Each Wrongful Act
	\$1,000,000	Aggregate
Includes:	Limited Special Expenses Coverage – Key Employees Limited Special Expenses Aggregate Limit – Key Employees - \$25,000 Limited Special Expenses Participation Percentage – Key Employees: 10% Defense Expenses Reimbursement for Injunctive Relief Suits Defense Expenses Reimbursement Limit – Aggregate - \$25,000 Defense Expenses Reimbursement Limit – Each Wrongful Act - \$25,000 Injunctive Relief Each Wrongful Act Participation Amount: 10%	
Deduct:	\$50,000	Each Wrongful Act – Damages and Defense Expenses
Designated Operations:	Public Housing Commission - Meadowbrook Commons	

Exclusions include, but are not limited to, the following

- Airport
- Health Care Facilities – Clinics, Hospital, Blood Banks, Nursing Homes, Rehabilitation Facilities
- Port Authorities
- Transit Authorities
- Gas, Electric, Housing Authorities
- Schools or School Districts
- Joint Powers Authority

EMPLOYMENT PRACTICES LIABILITY INSURANCE

Insured by The Charter Oak Fire Insurance Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Description

Limit:	\$1,000,000	Each Wrongful Act
	\$1,000,000	Aggregate
Includes:	Workplace Violence Expenses Coverage Workplace Violence Expenses Limit: \$250,000	

Deduct: \$50,000 – Each Wrongful Act – Damages and Defense Expenses

Exclusions include, but are not limited to, the following

- Airport
- Health Care Facilities – Clinics, Hospital, Blood Banks, Nursing Homes, Rehabilitation Facilities
- Port Authorities
- Transit Authorities
- Gas, Electric, Housing Authorities
- Schools or School Districts
- Joint Powers Authority



LAW ENFORCEMENT LIABILITY

Insured by The Charter Oak Fire Insurance Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Description

Limit:	\$1,000,000 \$1,000,000	Per Occurrence Aggregate
Form:	Occurrence	
Deduct:	\$50,000 (Including Claims Expense)	

AUTOMOBILE

Insured by Travelers Indemnity Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Bodily Injury and Property Damage Liability

Limits: **\$1,000,000** Each Occurrence

Deduct: **\$10,000**

Hired and Non Owned Automobile Liability

Employee Hired Auto Physical Damage

Limits: **Actual Cash Value**

Deduct: \$1,000 Comprehensive Deductible
 \$1,000 Collision Deductible

Personal Injury Protection

Medical Expense: **Unlimited Per Person**
Additional Death Benefit: **\$3,000**

*Or whatever maximum amount is established by the Michigan Insurance Commissioner for accidents
Occuring on or after the date of the change in maximum*

Property Protection Insurance

Limits: **\$1,000,000** Each Accident

Mini-Tort Property Damage Liability

Limits: **\$3,000**

Uninsured / Underinsured Motorists Bodily Injury Liability

Limits: **\$1,000,000** Each Accident
Limits: **\$1,000,000** Each Occurrence

AUTOMOBILE

Insured by Travelers Indemnity Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Comprehensive

Limits:	Actual Cash Value
Deduct:	\$2,500

Collision

Limits:	Actual Cash Value
Deduct:	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	1999	Ford	F-250	1FTNF20L1XEC10341	\$2,500	\$2,500
	2005	Seagrave	Pumper Class A	1F9EW28T75CST2070	\$2,500	\$2,500
	2007	Pierce	Engine/Rescue	4P1CA01H37A007289	\$2,500	\$2,500
	2008	Pierce	Engine/Rescue	4P1CA01H58A009045	\$2,500	\$2,500
	2008	Ford	F-250	1FTNF21568ED07536	\$2,500	\$2,500
	2009	International	Single Axle Dump	1HTWCAAR19J696267	\$2,500	\$2,500
	2010	International	7400 SBA Single Axle Dump	1HTWCAZR0AJ273303	\$2,500	\$2,500
	2011	Ford	Expedition	1FMJK1G58CEF22965	\$2,500	\$2,500
	2011	Ford	Expedition	1FMJK1G58BEF10085	\$2,500	\$2,500
	2011	Ford	Expedition	1FMJK1G56BEF10084	\$2,500	\$2,500
	2011	International	7400 SBA Single Axle Dump	1HTWCAZR3BJ336735	\$2,500	\$2,500
	2011	Ford	F-350	1FTBF3B68CEA66684	\$2,500	\$2,500
	2011	Ford	F-350	1FTBF3B6XCEA66685	\$2,500	\$2,500
	2012	International	Single Axle Dump	1HTWCAZR7DJ115514	\$2,500	\$2,500
	2012	International	Tandem Axle Dump	1HTWGAZT2DJ114741	\$2,500	\$2,500
	2013	HME	Pumper	44KFT4287DWZ22466	\$2,500	\$2,500
	2013	Ford	F-550 Dump	1FDUF5HTXDEB20100	\$2,500	\$2,500
	2013	International	Single Axle Dump	1HTWCAZR4DH297955	\$2,500	\$2,500
	2013	Ford	F-350	1FTBF3B61DEA13522	\$2,500	\$2,500
	2013	Ford	F-350	1FTBF3B69DEA13526	\$2,500	\$2,500
	2013	Ford	F-350	1FTBF3B67DEA13525	\$2,500	\$2,500
	2013	Ford	F-350	1FTBF3B65DEA13524	\$2,500	\$2,500
	2013	International/ Vac	Combo Sewage Cleaner	1HTWNAZT2DJ160950	\$2,500	\$2,500
	2013	Ford	F-350	1FTBF3B63DEA13523	\$2,500	\$2,500
	2013	Ford	Explorer	1FM5K8F84DGA68158	\$2,500	\$2,500
	2014	Ford	Expedition	1FMJK1G57EEF13290	\$2,500	\$2,500
	2014	Ford	F-350	1FTBF3B60EEB02726	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2014	Ford	F-350	1FTBF3B62EEB02727	\$2,500	\$2,500
	2014	Ford	F-350	1FTBF3B69EEB02725	\$2,500	\$2,500
	2014	International	Single Axle Dump	1HTWCAZR7EH798470	\$2,500	\$2,500
	2014	Peterbilt	Utility Truck	2NP2HN7XZEM215531	\$2,500	\$2,500
	2015	GMC	Sierra	1GD421C86FF505917	\$2,500	\$2,500
	2015	FORD	EXPLORER	1FM5K8AR4FGC41289	\$2,500	\$2,500
	2015	CHEVY	TAHOE	1GNSK2EC3FR661163	\$2,500	\$2,500
	2015	FCA	RAM Promaster 2500 Van	3C6TRVPG8FE510302	\$2,500	\$2,500
	2016	Chevrolet	Colorado	1GCHTBEA9G1203769	\$2,500	\$2,500
	2016	Dodge	Van	2C4RDGBG4GR277622	\$2,500	\$2,500
	2016	Ford	Escape SE	1FMCU9GX2GUC61864	\$2,500	\$2,500
	2016	Chevrolet	Colorado	1GCHTBEA2G1206318	\$2,500	\$2,500
	2016	Ford	F-150	1FTEX1EF1GKF56319	\$2,500	\$2,500
	2016	Chevrolet	Suburban SUV 4x4	1GNSKKEC1GR268344	\$2,500	\$2,500
	2016	Ford	F-550 Swap Loader	1FDUF5HT2GEA83967	\$2,500	\$2,500
	2016	Ford	F-350	1FTRF3B62GEB96903	\$2,500	\$2,500
	2016	Ford	F-350	1FTRF3B64GEB96904	\$2,500	\$2,500
	2016	Ford	F-350	1FTRF3B60GEB96902	\$2,500	\$2,500
	2016	Ford	E-450 Box Truck	1FDXE4FS9GDC28089	\$2,500	\$2,500
	2016	FORD	EXPLORER	1FM5K8AR4GGC14952	\$2,500	\$2,500
	2016	Ford	Explorer XLT	1FM5K8B8XGGC92335	\$2,500	\$2,500
	2016	FORD	EXPLORER	1FM5K8AR4GGC14949	\$2,500	\$2,500
	2016	Ford	Explorer	1FM5K8AR2GGC14951	\$2,500	\$2,500
	2016	Chevrolet	Colorado	1GCHTBEA3G1343221	\$2,500	\$2,500
	2017	Ford	Transportation Van	1FDVU4XG1HKB22088	\$2,500	\$2,500
	2017	Chevrolet	Equinox LS AWD	2GNFLEEK6H6157518	\$2,500	\$2,500
	2017	Ford	Escape SE	1FMCU9GD6HUB90434	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2017	Ford	Escape SE	1FMCU9GD1HUB82502	\$2,500	\$2,500
	2017	Ford	Escape SE	1FMCU9GD8HUB90435	\$2,500	\$2,500
	2017	Ford	Fusion SE	3FA6P0G7XHR330352	\$2,500	\$2,500
	2017	Ford	Fusion SE	3FA6P0G78HR326283	\$2,500	\$2,500
	2017	Sutphen	Pumper	1S9A1BNDXH3003028	\$2,500	\$2,500
	2017	Ford	Explorer Interceptor	1FM5K8AR3HGA80968	\$2,500	\$2,500
	2017	Ford	F-350	1FTRF3B66HEB61900	\$2,500	\$2,500
	2017	Ford	F-350	1FTRF3B63HEB61899	\$2,500	\$2,500
	2017	International	Single Axle Dump	1HTWKSUR4HH476051	\$2,500	\$2,500
	2017	Ford	F-350	1FTRF3B68HEB61901	\$2,500	\$2,500
	2017	Ford	F-550 Swap Loader	1FDUF5HY7HDA06241	\$2,500	\$2,500
	2017	CHEVY	TAHOE	1GNSKDEC9HR212505	\$2,500	\$2,500
	2017	Ford	Explorer	1FM5K8B88HGB83034	\$2,500	\$2,500
	2017	Chevy	Tahoe	1GNSKDEC1HR207931	\$2,500	\$2,500
	2018	Chevrolet	Colorado	1GCHTBEA3J1204147	\$2,500	\$2,500
	2018	Ford	Explorer Interceptor	1FM5K8AR4JGA58192	\$2,500	\$2,500
	2018	Ford	F-250	1FT7W2B69JEB41311	\$2,500	\$2,500
	2018	International	Tandem Swaploader	1HTGSSNT4JH177261	\$2,500	\$2,500
	2018	International	7400 SBA 4 x 2	1HTWCTAR2JH416363	\$2,500	\$2,500
	2018	Ford	F-550 Swap Loader	1FDUF5HY6JDA00713	\$2,500	\$2,500
	2018	Chevrolet	Colorado	1GCHTBEA9J1204573	\$2,500	\$2,500
	2018	Ford	F-350	1FDRF3F62JDA01756	\$2,500	\$2,500
	2018	Ford	F-350	1FT8W3B66JEB84207	\$2,500	\$2,500
	2018	FORD	EXPLORER	1FM5K8AR7JGA72507	\$2,500	\$2,500
	2018	GMC	Terrain	3GKALTEV4JL237195	\$2,500	\$2,500
	2019	Ford	UX4 Trans Van	1FDVU4XM5KKA37543	\$2,500	\$2,500
	2019	Dodge	Caravan	2C4RDGBG0KR801843	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2019	Ford F-450	Ambulance	1FDUF4HT1KED31726	\$2,500	\$2,500
	2019	Ford F-450	Ambulance	1FDUF4HT9KEF71865	\$2,500	\$2,500
	2019	Ford	F-250	1FT7W2B65KED00570	\$2,500	\$2,500
	2019	Ford	Escape SE	1FMCU9GD3KUA42572	\$2,500	\$2,500
	2019	Ford	Escape SE	1FMCU9GD1KUA42571	\$2,500	\$2,500
	2019	Ford	F-550 Swaploader	1FDUF5HY1KDA16917	\$2,500	\$2,500
	2019	International	7600 SBA 6X4 SWAPLOADER	1HTGSSNT4KH491848	\$2,500	\$2,500
	2019	International	7400 SBA Single Axle RDS	1HTWCTAR6KH564775	\$2,500	\$2,500
	2019	Western Star	GapVax	5KKHAVEFE6KPKF9001	\$2,500	\$2,500
	2019	Ford	F-350	1FDRF3F67KED00638	\$2,500	\$2,500
	2019	Ford	F-350	1FTRF3B62KED00637	\$2,500	\$2,500
	2019	FORD	EXPLORER	1FM5K8AR0KGB23685	\$2,500	\$2,500
	2019	CHEVY	TAHOE	1GNSKDEC0KR219365	\$2,500	\$2,500
	2019	CHEVY	TAHOE	1GNSKDEC0KR217048	\$2,500	\$2,500
	2019	FORD	EXPLORER	1FM5K8AR9KGB23684	\$2,500	\$2,500
	2019	Ford	Escape SE	1FMCU9GD5KUA42573	\$2,500	\$2,500
	2019	Ford	Escape SE	1FMCU9GD7KUA42574	\$2,500	\$2,500
	2019	Chevrolet	Traverse	1GNEVGKW7KJ102921	\$2,500	\$2,500
	2020	Ford	Escape SE	1FMCU9G62LUB11304	\$2,500	\$2,500
	2020	Ford	Transit	1FTBW1Y8XLKA35354	\$2,500	\$2,500
	2020	Ford	F-150	1FTMF1EB5LKD52158	\$2,500	\$2,500
	2020	Ford	Escape Hybrid	1FMCU9BZ7LUB11302	\$2,500	\$2,500
	2020	Ford	Escape Hybrid	1FMCU9BZ5LUB11301	\$2,500	\$2,500
	2020	Ford	Escape Hybrid	1FMCU9BZ9LUB11303	\$2,500	\$2,500
	2020	Ford	Escape Hybrid	1FMCU9BZ5LUA59667	\$2,500	\$2,500
	2020	Ford	E450 Bus	1FD4E4FN6MDC38452	\$2,500	\$2,500
	2020	Ford	Escape Hybrid	1FMCU9BZ3LUB11300	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2020	Sutphen	SPH100 Ladder Truck	1S9A3JNE2L1003090	\$2,500	\$2,500
	2020	FORD	F-150	1FTMF1EB3LKD52157	\$2,500	\$2,500
	2020	Ford	Escape SE	1FMCU9G64LUB11305	\$2,500	\$2,500
	2020	Ford	F-350	1FTRF3B69LEC49994	\$2,500	\$2,500
	2020	Ford	F-350	1FTRF3B67LEC49993	\$2,500	\$2,500
	2020	International	HV607 4X2 RDS	1HTEJTAR1LH575847	\$2,500	\$2,500
	2020	Ford	F-550 Swap Loader	1FDUF5HNXLDA00769	\$2,500	\$2,500
	2020	FORD	F-350	1FTRF3B61LEC11627	\$2,500	\$2,500
	2020	FORD	F-350	1FTRF3B63LEC11628	\$2,500	\$2,500
	2020	CHEVY	TAHOE	1GNSKDEC3LR253589	\$2,500	\$2,500
	2020	FORD	EXPLORER HYBRID	1FM5K8AW6LGB23357	\$2,500	\$2,500
	2020	FORD	EXPLORER HYBRID	1FM5K8AW6LGB23360	\$2,500	\$2,500
	2020	FORD	EXPLORER HYBRID	1FM5K8AWXLGB23359	\$2,500	\$2,500
	2020	FORD	EXPLORER HYBRID	1FM5K8AW8LGB23358	\$2,500	\$2,500
	2020	CHEVY	TAHOE	1GNSKDECXCR253783	\$2,500	\$2,500
	2020	Ford	Escape SE	1FMCU9G69LUA59668	\$2,500	\$2,500
	2020	Chevrolet	Traverse	1GNEVLKW1LJ139487	\$2,500	\$2,500
	2021	Ford	F-150	1FTEW1EB5MKD70469	\$2,500	\$2,500
	2021	Chevrolet	Suburban SUV 4x4	1GNSKAKD0MR460695	\$2,500	\$2,500
	2021	International	HV607 4X2 RDS	1HTEJTAR7MH440986	\$2,500	\$2,500
	2021	International/TYMC	MV607 / Tymco 600 sweeper	3HAWUMMN2ML577687	\$2,500	\$2,500
	2021	International	HV607 4X2 RDS	1HTEJTAR5MH440985	\$2,500	\$2,500
	2021	Ford	F-350	1FTRF3B61MED51162	\$2,500	\$2,500
	2021	Ford	F-350	1FTRF3B67MED51165	\$2,500	\$2,500
	2021	Ford	Escape	1FMCU9G64MUA42746	\$2,500	\$2,500
	2021	FORD	F-350	1FDRF3F63MED51167	\$2,500	\$2,500
	2021	FORD	F-350	1FTRF3B65MED51164	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2021	FORD	F-350	1FTRF3B63MED51163	\$2,500	\$2,500
	2021	International	HV613 Tandem Swaploader	1HTESTZT5LH855770	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW3MNA04730	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW7MNA04729	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW5MNA04728	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW5MNA04731	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW7MNA04732	\$2,500	\$2,500
	2021	FORD	EXPLORER HYBRID	1FM5K8AW3MNA04727	\$2,500	\$2,500
	2021	Chevrolet	Trailblazer	KL79MRSL7MB140237	\$2,500	\$2,500
	2022	Ford	Transit	1FBAX9X81NKA32651	\$2,500	\$2,500
	2022	Ford	F-550 Dump	1FDUF5HN7NDA16253	\$2,500	\$2,500
	2022	Ford	F-550 Sign Truck	1FDUF5HN5NED43857	\$2,500	\$2,500
	2022	Ford	F-350	1FTRF3B60NEE91771	\$2,500	\$2,500
	2022	Ford	F-350	1FTRF3B62NEE91772	\$2,500	\$2,500
	2022	Ford	F-350	1FTRF3B62NEE91774	\$2,500	\$2,500
	2022	Ford	F-350	1FTRF3B64NEE91773	\$2,500	\$2,500
	2022	Ford	F-350	1FTRF3B68NEE91775	\$2,500	\$2,500
	2022	Ford	F-350	1FDRF3F64NEE91780	\$2,500	\$2,500
	2022	Ford	F-350	1FDRF3H61NEE91782	\$2,500	\$2,500
	2022	CHEVY	TAHOE	1GNSKLED4NR281083	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW9NNA03616	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW8NNA03297	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW3NNA03594	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW0NNA08610	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW6NNA08580	\$2,500	\$2,500
	2022	FORD	EXPLORER HYBRID	1FM5K8AW1NNA03173	\$2,500	\$2,500
	2022	Ford	F-150	1FTEW1EP8NFB49728	\$2,500	\$2,500

VEHICLE SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2022	FORD	EXPLORER HYBRID	1FM5K8AW7NNA03601	\$2,500	\$2,500
	2022	Peterbilt / Vactor	HV607 SBA/ 2100i PD 18" Vacuum	2NP3LJ0X6NM813238	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BAXPEC94498	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BA1PEC94499	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BA4PEC44857	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BA8PEC44859	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BA6PEC44858	\$2,500	\$2,500
	2023	Ford	F-350	1FTRF3BA2PEC44856	\$2,500	\$2,500
	2023	Ford	F-350 (Extended cab)	1FT8W3BA3PED11038	\$2,500	\$2,500
	2023	GMC	Acadia	1GKKNRL40PZ135261	\$2,500	\$2,500
	2023	Ford	F-150	1FTMF1EB6PKF47739	\$2,500	\$2,500
	2023	Ford	F-150	1FTMF1EB6PKF47739	\$2,500	\$2,500
	2024	BMW	R1250	WB10L0306R6J48261	\$2,500	\$2,500
	2024	BMW	R1250	WB10L0309R6J49758	\$2,500	\$2,500
	2024	FORD	EXPLORER	1FM5K8AB4RGA30455	\$2,500	\$2,500
	2024	FORD	EXPLORER	1FM5K8AB8RGA31480	\$2,500	\$2,500
	2024	FORD	EXPLORER	1FM5K8AB0RGA30923	\$2,500	\$2,500
	2024	Ford	Edge	2FMPK4J9XRBA86115	\$2,500	\$2,500
	2024	FORD	Expedition XLT	1FMJU1J80REA03186	\$2,500	\$2,500

TRAILER SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2024	Quality Steel	5x8 low profile SA	5LEB1DB10R1247615	\$2,500	\$2,500
	2023	Cross	7x16 Alpha Wedge	58E1W1628P1013135	\$2,500	\$2,500
	2017	American Hauler	18"Box Trailer	593200G2XH1058685	\$2,500	\$2,500
		SURE-TRAC	TRAILER	5JW1U1620G1139079	\$2,500	\$2,500
	2022	Karavan	Trailer 5 x 8	5KTUS1217NF523232	\$2,500	\$2,500
	2021	Joe's Trailer	Trailer 7 x 12	129BA1618ML467123	\$2,500	\$2,500
	2022	Kaufman	Deluxe Equipment tilt 22'	5VGFD2228NL009593	\$2,500	\$2,500
	2007	Bandit	Chipper 6SX SMALL	4FMUS11128RD06356	\$2,500	\$2,500
	1981	EG Beaver	Trailer	112OTL104BA020047	\$2,500	\$2,500
	2000	Cronkite	2400EWA Trailer	473243020Y1110786	\$2,500	\$2,500
	2002	Pace America	Trailer	40LFB1220XP047517	\$2,500	\$2,500
	2004	Kohler 150KW	150RE0ZJB	787131	\$2,500	\$2,500
	2004	Rice	Trailer 24'	4RWUF24224N028504	\$2,500	\$2,500
	2004	Rice	Trailer 24'	4RWUF24244N028505	\$2,500	\$2,500
	2005	Kohler 150KW	150RE0ZJB	2078152	\$2,500	\$2,500
	2005	Vermeer	Grinder 5C602	1VRZ141D051000113	\$2,500	\$2,500
	2005	Rice	Trailer 24'	4RWUF24236N031463	\$2,500	\$2,500
	2005	Rice	Trailer 24'	4RWUF24236N031470	\$2,500	\$2,500
	2005	Bandit	Chipper (Large)	S/N-007139 / 35892	\$2,500	\$2,500
	2006	Global	6 in. Portable trash pump	667409	\$2,500	\$2,500
	2007	Ingersol Rand	Air Comp. Trailer	4FVCABAA57U386840	\$2,500	\$2,500
	2007	CargoMate	CHW714TA2	5NHUEH4258N062972	\$2,500	\$2,500
	2009	Aqua Mulcher	Hydro Seeder	1T9AB15239C965052	\$2,500	\$2,500
	2012	Cronkhite	6200A Trailer	473632828C1000313	\$2,500	\$2,500
	2017	Rice	20' Utility Trailer	4RWR1202HH014074	\$2,500	\$2,500
	2017	Forest River	FORCE	5NHUFAV26H1060822	\$2,500	\$2,500
	2017	Spaulding	Hot Patcher (2 Ton)	T2DRSOJD-17-0111-173	\$2,500	\$2,500

TRAILER SCHEDULE

NAMED INSURED: City of Novi

POLICY TERM: 07/01/2024 to 07/01/2025

Veh #	Year	Make	Model	VIN #	Comp Ded	Coll Ded
	2017	Spaulding	Hot Patcher (4 Ton)	T4DRSOJD-17-2410-172	\$2,500	\$2,500
	2018	Trailer King	21' Utility Trailer	1TKC03123JR126132	\$2,500	\$2,500
	2019	Century Industries	Trailer Sound Stage	1XCSY2417K3003396	\$2,500	\$2,500
	2020	Formula	Trailer (Tech Rescue)	53BFTEA23LB000955	\$2,500	\$2,500
	2020	Wanco Trailer	Message Board	5F12S1012K1007495	\$2,500	\$2,500
	2020	Wanco Trailer	Message Board	5F12S1012K1008176	\$2,500	\$2,500
	2020	Wanco Trailer	Message Board	5F12S1015K1008172	\$2,500	\$2,500
	2021	Great Lakes	Open General Cargo	1J9BA2029ML467056	\$2,500	\$2,500
	2021	TrafFix Scorpion II	Trailer Attenuator	4T9TA1712H1M70785	\$2,500	\$2,500
	2010	Magnum	6kW Light Tower		\$2,500	\$2,500
	2013	Kaufman	TILT DUAL AXLE	5VGFD2220DL004516	\$2,500	\$2,500
	2013	Amida	Arrow Board	N/A	\$2,500	\$2,500
	2019	Marine Master	TL1673SS-SAW	5JUBA1911JT068527	\$2,500	\$2,500
	2023	Custom Joe's Trailer	5x8 drop gate trailer	1J9BA0817RLI467001	\$2,500	\$2,500

PUBLIC ENTITY AUTO EXTENSION ENDORSEMENT

Description	Limits
Airbags	\$1,000
Bail Bonds – Increased Limit	\$3,000
Blanket Waiver of Subrogation – Per written contract or agreement	Included
Customized Equipment	Included
Elected or Appointed Officials and Members of your Board	Included
Expected or Intended Injury	Included
Fire Trucks	Included
Hired Auto Physical Damage – Loss of Use Increased Limit	\$65 Day/\$750 Any One Accident
Insured Expenses – Increased Limit	\$500/day
Knowledge of Accident or Loss	Included
Personal Property	\$400
Public Entity Mobile Equipment	Included
Owners of Commandeered Autos	Included
Transit Rodeo	Included
Transportation Expense – Increased Limit	\$50 Day/\$1,500 Maximum
Unintentional Errors or Omissions	Included
Volunteer or Employee Firefighters	Included
Volunteer or Employee Firefighter Auto Deductible Reimbursement	Up to \$500
Waiver of Deductible – Glass	Included

Note: The above comments are descriptive only. The precise coverage afforded is subject to the terms, conditions and exclusions of the policies as issued.

DRONE/AVIATION

Insured by The Charter Oak Fire Insurance Company, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Drone Coverage Liability Coverage only (no Physical Damage)

Scheduled Aircrafts DJI Mavic 2 Zoom Serial #OM6DF9600104F8
 DJI Mavic 2 Pro Serial #R0A3TN6 UAV
 DJI Mavic 2 Enterprise DUAL UAV 298DG7PR01J1FO
 DJI Matrice M30T SERIAL# 1581F5BKD225200B503Z
 DJI Matrice M30T Serial #1581F5BKD225500B33U3

CYBER LIABILITY

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

CyberRisk Aggregate Limit	\$1,000,000
---------------------------	-------------

Liability coverage information

COVERAGE	LIMIT	RETENTION
Privacy And Security	\$1,000,000	\$50,000

Breach Response coverage information

COVERAGE	LIMIT	RETENTION
Privacy Breach Notification	\$1,000,000	\$50,000
Computer and Legal Experts	\$1,000,000	\$50,000
Betterment	\$100,000	\$10,000
Cyber Extortion	\$1,000,000	\$50,000
Data Restoration	\$1,000,000	\$50,000
Public Relations	\$1,000,000	\$50,000

CYBER LIABILITY

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Cyber Crime coverage information

COVERAGE	LIMIT	RETENTION
Computer Fraud	\$250,000	\$10,000
Funds Transfer Fraud	\$250,000	\$10,000
Social Engineering Fraud	\$100,000	\$10,000
Telecom Fraud	\$500,000	\$50,000

Business Loss coverage information

COVERAGE	LIMIT	RETENTION
Business Interruption	\$1,000,000	12 Hours
Business Interruption - System Failure	\$1,000,000	12 Hours
Dependent Business Interruption	\$1,000,000	12 Hours
Reputation Harm	\$1,000,000	\$50,000

Additional First Party provisions

Betterment Coparticipation	50 %
Period of Restoration	180 Days
Period Of Indemnity	30 Days

CYBER LIABILITY

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Date

	DATES
Knowledge Date	07/01/2024
Privacy And Security Retroactive Date	07/01/2024

Coverage by endorsement

	OPERATING EXPENDITURES
US Net Operating Expenditures	\$109,871,770
Total Net Operating Expenditures	\$109,871,770

WORKERS' COMPENSATION

Insured by The Travelers Indemnity Company of Connecticut, AM Best Rating A++ XV
Effective: 07/01/2024 to 07/01/2025

Statutory Benefits Protection

Employers' Liability

Limits:	\$1,000,000	Each Accident
	\$1,000,000	Disease - Policy Limit
	\$1,000,000	Disease - Each Employee

Covered States: Michigan
(Each state with employees must be declared)

Development of Premium - Subject to Audit

State	Code	Classification	Payroll
MI	5509	Street Operations	\$845,629
MI	7382	Transit	\$165,032
MI	7520	Water Operations	\$1,001,017
MI	7610	Radio/TV	\$189,465
MI	7704	Firefighters	\$3,843,643
MI	7720	Police	\$7,684,177
MI	8395	Garage	\$309,274
MI	8601	Architects	\$394,470
MI	8810	Clerical (Office, Elected Officials, Library)	\$8,157,412
MI	9015	Building Operations	\$244,441
MI	9102	Parks & Rec	\$1,098,857
MI	9103	Crossing Guards	\$45,973
MI	9104	Lifeguards	\$27,755
MI	9410	Municipal Employee	\$1,171,943

WORKERS' COMPENSATION

Insured by The Travelers Indemnity Company of Connecticut, AM Best Rating A++ XV
Effective: 07/01/2024 to 07/01/2025

Total Standard Premium:	\$174,546
Increased Employers Liability	\$1,920
Premium Discount	(\$8,470)
Expense Constant	\$160
Terrorism	\$2,014
Total Policy Premium:	\$170,170

EXCESS LIABILITY – EXCLUDING HABITATIONAL

Insured by Travelers Property Casualty Company of America, AM Best Rating A++ XV
Effective: 7/1/2024 to 7/1/2025

Description

Limit:	\$9,000,000	Per Occurrence
	\$9,000,000	General Aggregate
	\$9,000,000	Products/Completed Operations Aggregate
	\$ 50,000	Crisis Management Service Expenses Limit
Self-Insured Retention:	\$10,000	
Form:	Occurrence – Coverage applies to General Liability, Employee Benefits, Public Entity Management Liability, Public Entity Employment-Related Practices Liability, Law Enforcement, Auto Liability, Employers Liability	
Excludes:	PFAS Exclusion Intellectual Property Exclusion – Coverage B Failure to Supply Exclusion – Coverages A and B Fungi or Bacterial Exclusions – Coverages A and B Mobile Equipment Racing Exclusion – Coverage B Nuclear Energy Liability Exclusion Public use of Private Property Exclusion – Coverages A and B Watercraft Liability Exclusion – Coverage B Discrimination Exclusion – Coverage B Injury to Volunteer Firefighters Exclusion – Coverage B Law Enforcement Activities or Operations Exclusion – Coverage B Lead Exclusion – Coverage B Pollution Note Related to Autos Exclusion – Public Entities or Indian Tribes – Coverage A Professional Health Care Services Exclusion with Limited Exception for Designated Professionals – Coverages A and B Abuse or Molestation Exclusion – Coverage A and B – With Limited Follow-Form Exception Designated Exposure Exclusion – Coverage A and B – Older Adult Services/Meadowbrook Commons	

EXCESS LIABILITY - HABITATIONAL - MEADOWBROOK

Insured by Richmond National Insurance Company, AM Best Rating A- VII **NON-ADMITTED***
Effective: 7/1/2024 to 7/1/2025

Description

Limit:	\$5,000,000	Each Occurrence
	\$5,000,000	Annual Aggregate
Form:	Occurrence – Coverage applies to General Liability and Employee Benefits	
Forms:	OFAC/OFAC Related Liability Exclusion Combined Policy Exclusion Electronic Facsimile Telephone Exclusion Anti-Stacking of Limits Endorsement Mold, Fungus, Bacteria, Virus & Pathogens Exclusion Nuclear Energy Liability Exclusion Access to or Disclosure of Confidential or Personal Information/Data-Related Exclusion Absolute Pollution, Silica, Asbestos, Lead and Related Liability Exclusion Punitive Damages Exclusion Liquor Liability Exclusion Assault, Battery, Abuse and Related Conduct Exclusion Construction Activities Exclusion Health Care Exclusion Directors/Officers Liability Exclusion War/Terrorism Exclusion Minimum Earned Premium Foreign Liability Exclusion Unimpaired Aggregate Limit Endorsement Virus, Disease, Infectious Agents Exclusion PFAS & Related Chemicals Exclusion Injury to Independent Contractors Exclusion Professional Services Exclusion Limited of Coverage to Designated Premises, Project or Event Habitability of Premises Exclusion Absolute Auto, Aircraft and Watercraft Exclusion	

25% Minimum Earned Premium

***CARRIER IS NOT LICENSED WITHIN THE STATE OF MICHIGAN, IN THE CASE OF INSOLVENCY, PAYMENT OF CLAIMS CANNOT BE GUARANTEED.**

PREMIUM SUMMARY

Property	\$84,075.00
Inland Marine	\$4,691.00
Crime	\$1,059.00
Commercial General Liability	\$74,559.00
Employee Benefit Errors & Omissions Liability	\$475.00
Public Entity Management Liability	\$16,733.00
Employment Practices Liability	\$21,686.00
Law Enforcement Liability	\$51,311.00
Automobile	\$177,382.00
Drone Liability	Included
Cyber Liability	\$19,131.00
Workers' Compensation	\$160,090.00
Excess Liability – Excluding Habitational	\$72,461.00
Excess Liability - Habitational - Meadowbrook	\$49,442.00
Brokerage/Policy Fee	\$650.00
Surplus Lines Tax	\$1236.05
TOTAL	\$734,981.005

Note: The above premium quotation is valid for 30 days from date of presentation.

PAYMENT PLAN

All Policies Except Excess Liability – Habitational - Meadowbrook

Direct Bill Annual

Excess Liability – Habitational – Meadowbrook

Agency Bill Annual

Kapnick is compensated through commissions paid by insurance companies and/or fees paid by our clients.

Kapnick also has agreements with some insurance carriers whereas they may earn supplemental or contingent income based upon a number of factors including business volume, growth, retention and underwriting results of the overall book of business and not tied to a specific account. Information on any such agreements Kapnick may have with the client's insurance carriers is available upon written request.

Kapnick recommends insurance carriers to our clients based on cost, coverage, service capability and financial security -- not based on the existence of commissions and/or contingency agreements.

TERRORISM RISK INSURANCE ACT

- Temporary program under which the Federal Government would share the risk of loss from future terrorist attacks with the insurance industry, recently extended to 01/01/2020.
- All commercial lines insurers are required to provide customers with a disclosure notice advising of the availability of coverage under The Act and the right to accept or reject coverage at the additional premium, if any, included within the notice.
- For a copy of the Act, relevant regulations, and other materials, visit the web site at:
<http://www.treas.gov/offices/domestic-finance/financial/institution/terrorism-insurance>

With the exception of Workers' Compensation, Commercial Auto, Professional Liability (other than Directors & Officers), Surety, Burglary and Theft, The Act gives you the right to accept/reject the offer of terrorism coverage. You may waive such coverage by signing a written statement. If accepted the premiums were included in the Premium Summary Page.

<u>Coverage</u>	<u>Accepted / Rejected</u>	<u>Premium</u>
Package – Liability, Inland Marine	Accepted	Included
Excess – Excluding Habitational	Accepted	Included
Excess - Habitational	Rejected	\$2,404 plus tax

Before rejecting, please check with your lender as they may require that you carry this coverage.

Note: Actual coverage provided by your policy for acts of terrorism is limited by the terms, conditions, exclusions, limits, and provisions of your policy, any endorsements to the policy, and applicable rules of law.

SUBJECTIVITIES

Quote is subject to the following

- Dams-
 - Meadowbrooke & Leavenworth – dam inspection noted actions such as monitoring and maintenance were needed, City has until 2028 for a few of the items so please advise status and/or what plans the city has or will implement.
 - Taft Road- Inspection noted replacing or repairing the twin CMP culvert should be completed within 60 days of April 2024 letter. We are requesting an update on compliance for the twin CMP culvert as requested on the Dam inspection report by 7/1 if we bind coverage. (I included the letter for reference)
- Abuse- if they would like the current limits to be increased to \$1M, we would need a completed signed application. As previously mentioned, the current Abuse app conflicts with the Risk control regarding training and some other areas.
- Sewer back up- if they would like the limits increased to \$1M, we would need the Utility app completed. I have attached. We need to confirm adequate maintenance and controls are in place for the lift stations.

Excess Liability – Habitational – Meadowbrook

- Signed and Dated Application
- Signed and Dated Terrorism Form

Marketing Summary

- Tokio Marine/HCC – Renewal quotes received
- Travelers – Quotes received
- Chubb – Decline
- Zurich – Decline
- Amerisure – Decline
- CNA – Decline
- Hanover – Decline
- Cincinnati – Decline
- Philadelphia – Decline
- Accident Fund – WC quote only received -not competitive

COVERAGE CHECKLIST

Property - Increase protection from loss to at least within 100% of the Replacement Cost

- Agreed Value of Insurance?
- Ordinance Coverage?
- Demolition Cost Coverage?
- Increased Cost of Construction?
- Functional Replacement Cost?
- Fire-Pollution Cleanup Expense?
- Debris Removal Expense?
- Peak Season? Stock? Reporting Form Coverage?
- Personal Property of Others?
- Employee Tools Coverage?
- Improvements & Betterments?
- Sewer/Drain Back-up?
- Mine Subsidence Insurance (Available for dwellings in limited counties)
- Mold?
- Outside Stock? (Trees, plants, and shrubs)
- Ocean Cargo?

Loss of Business Income

- Off Premises Power Interruption?
- Contingent Loss of Business Income Protection?
- Extra Expense Coverage?
- Rental Income?
- Leasehold Interest?

International Exposures? Current policy forms provide coverage in the United States (including its territories and possessions), Puerto Rico and Canada. Please make us aware of any exposures you might have outside this territory limitation.

Flood and Earthquake Coverage?

Light Poles, Fences, Signs & Glass Coverage?

Equipment and Machinery Breakdown Coverage?

Equipment Floater? Mobile Equipment Taken off Premises

- Rental Reimbursement?
- Hired /Rental Equipment?

Installation Floater? Builders Risk Coverage?

Transit Coverage? Owned Vehicles / Common / Contract Carriers

Fine Arts / Stained Glass / Collectibles Coverage?

Electronic Data Processing Coverage?

- Equipment / Hardware Coverage?
- Media / Software Coverage?
- Computer Fraud Coverage?
- First Party Liability?
- Third Party Liability?

Accounts Receivable Valuable Papers and Records Coverage?

Pollution Liability?

- Pesticide / Herbicide Applicators Liability?
- Premises? / Above Ground Storage Tanks? / Underground Storage Tanks?

Crime Coverage?

- Employee Dishonesty?
- Forgery / Alteration?
- Disappearance or Destruction – Inside / Outside ?
- Government / License / Permit / Performance Bonds?
- E.R.I.S.A. Bond Coverage?
- Credit Card Forgery / Receipts coverage?
- Computer Fraud?
- Funds Transfer Fraud?
- Money Order & Counterfeit Currency?
- Fraudulent Funds Transfer?
- Extortion?
- Customer / Guest Property?
- Social Engineering Fraud / False Pretenses?
- Personal Accounts?

COVERAGE CHECKLIST

General Liability?

- Additional Insureds?
- Building Owner?
- Lessor of Equipment?
- Products Recall Expense?
- Manufacturers Errors & Omissions?
- Professional Liability?
- Foreign / International Liability?
- Per Location Aggregate Limits?
- Railroad Protective?
- Mold?
- Technology Errors & Omissions?

Automobile Coverage?

- Owned Automobiles?
- All Licensed Commercial Trailers Scheduled?
- Broad Form Drive-Other-Car Coverage?
- Rental Reimbursement Coverage?
- Increase Uninsured / Underinsured Motorists Limit?
- Increase Medical Payments?
- Hired Auto Physical Damage Coverage?
- Mini-Tort Property Damage Liability?
- All Truck Mounted Equipment Scheduled?
- Non-factory installed electronic equipment coverage?
- Emergency Towing Service?
- Valet Parking?
- Automobile Cargo Pollution
- Motor Carrier Act?
- On Hook / Cargo?
- Garagekeepers Liability?
- Antique/Classic Automobiles?
- Employee Hired Auto Coverage?

Workers' Compensation – Employers Liability?

- All states with payroll need to be reported
- Increased Limits?
- Stop Gap Liability? (OH, WA, WY, ND)
- Foreign Worker's Compensation or Self-Insurance?

Umbrella Liability?

- Higher Limits are Available

Aircraft Liability?

- Owned Liability?
- Non-Owned Liability?
- Hull Coverage?
- Air Cargo?

Watercraft Liability?

Management Protection?

- Directors and Officers Liability?
- Professional Liability?
- Fiduciary Liability?
- Employee Benefits Errors & Omissions Liability?
- Employment Practices Liability?
- Data Breach / Cyber Liability?
- Kidnap / Ransom / Extortion Liability?
- Workplace Violence?

Employee Coverages?

- Pension Plans?
- Group Life Insurance?
- Group Health Insurance?
- Section 125 Plans?
- 401K Plans?
- COBRA Compliance?
- Life Insurance?
- Accident Insurance?
- Personal Lines – Homeowners, Automobile, Watercraft?

Employer Coverages?

- Individual Pension Plan?
- Key Person Life / Disability Insurance?
- Buy / Sell Agreement Funding?
- Estate Analysis / Estate Planning?

COVERAGE CHECKLIST

Identity Fraud Expense Reimbursement Coverage?

Includes:

- ID Theft Resolution Services
- Lost Wages
- Loan Re-Application Fee
- Notary Charges
- Certified Mail Charges
- Long Distance Charges
- Daycare and Eldercare
- Coverage for Spouse
- Coverage for Domestic Partner
- Coverage for Household Family Members
- Attorney Fees
- Travel and accommodations up to \$1,000 per week for five weeks
- Reimbursement of expenses and fees for government-issued identification and copies of medical records

IMPORTANT INFORMATION

POLICIES GOVERN COVERAGE

This description of coverage is necessarily brief and is not to be considered as complete or in any way superseding or extending the terms of the policies. The insuring agreements, terms and conditions of the placing carrier's policy forms will govern the actual coverage that will be provided. **Policy coverages, terms and conditions may change at time of renewal and when changing insurance companies. Upon request, specimen copies are available for your review.**

It is important to note that there may be additional coverage differences that have not been outlined in this proposal. This is a convenient coverage summary, not a legal contract. We encourage you to review the actual policies quoted/sold for specific terms, conditions, limitations, and exclusions that will govern in the event of loss, and contact us if you have any questions.

CLIENT RESPONSIBILITIES

Changes in Operations or Exposures:

Our presentation is based upon exposures to loss that presently exist and were made known to Kapnick Insurance Group. **Any changes in operations or exposures should be reported promptly in order that they may be properly insured.**

Policy Limits:

It is the responsibility of the client to make sure limits are adequate. Kapnick Insurance Group understands that every business operation is unique and, therefore, recommends that you carefully review each of the coverage limits provided. We suggest you obtain a professional appraisal of your assets to properly assure adequate insurance to value. Please note that higher limits of coverage may be available to you.

A completed Business Income Worksheet is strongly recommended to analyze your coverage limit and necessary to obtain agreed amount coverage.

Claim Reporting:

It is important to report workers' compensation claims directly to the carrier in a timely fashion. All other claim types should be reported directly to your Kapnick Commercial Claims Advocate. If our office is closed, please reach out directly to your insurance carrier to report your claim.

Policy Premium:

Premiums for the policies are due and payable as billed, in full or as insurance company installments. Premiums may be financed, subject to acceptance by an approved finance company.

Policy Audits:

Some policies are written on a "subject to audit" basis. It is the duty of the client to provide information to the insurance company when requested. Noncompliance could result in an additional premium charge.

CONTRACTUAL RISK TRANSFER

Contracts:

Prior to signing any contract or lease, Kapnick Insurance Group advises you to seek an attorney's opinion. Our review of any contract/lease is not to provide legal advice and is limited to what is clearly marked as being pertinent to the insurance coverage we place for your business. Your contract may be broader than the insurance provided.

Proof of Insurance:

A certificate or any proof of insurance that we may provide is for informational purposes only and does not amend, extend, or alter coverage provided by the policies.

KAPNICK RISK SERVICES CENTER

Web-based risk management platform that is exclusive to Kapnick clients

We are pleased to present **Kapnick Risk Services Center**, a unique, web-based risk management platform and value-added service for our clients. The primary goal for any risk management program is to reduce injuries and improve profitability.

- The comprehensive **Safety Library and Resource Center** allows you to search among hundreds of documents and OSHA regulations instantly. With the click of a mouse you can access safety policies and programs, safety training presentations, safety posters, toolbox talks and many more valuable documents.
- With **Incident Track** you can document incidents in minutes including unsafe behaviors, near misses, incidents, OSHA recordables and claims. You can generate standard reports and get in-depth graphing and tracking capabilities that allow you to track and analyze your incidents by several criteria.
- Access to preferred pricing on **Motor Vehicle Reports** and **Background checks**.
- **HR Suite:** Here you will find the help you need to answer many of your questions that will save you time and money. The HR Suite contains thousands of pages of HR and benefits-related content, including COBRA, FMLA and HIPAA information and over 800 sample job descriptions. There is also over 500 downloadable HR and benefits forms, checklists and posters. Find your State and federal employment law information, downloadable posters and even how to hire and terminate employees to prevent wrongful termination lawsuits. There is even a downloadable sample Employee Handbook!
- **Certificate of Insurance tracking (COI Track)** – You need to collect and manage insurance certificates to make sure that all of your vendors, contractors, sub-contractors are properly insured. This time consuming task can take hours and tie up valuable staff time. COI Track helps you manage your Certificates of Insurance before a problem occurs and **saves you time and money!!**
- **Training Track:** Regulatory agencies, like OSHA and DOT have numerous training requirements. Additionally, your company likely provides training on numerous topics and must manage employee licenses and certifications. Training Track automates the tracking of certifications and scheduling of employee safety training. Generate comprehensive reports for any tracking need. This tool has also been used by Kapnick clients to track everything from building maintenance to fire extinguisher inspections!!
- **JSA Track:** Job safety analysis is a valuable and important step to evaluate individual jobs by breaking them into component parts. It is also an important component in complying with the Americans with Disabilities Act (ADA) and identifying the physical requirements for Workers Compensation return to duty programs. JSA Track saves you time and money by helping you do this in an automated format.
- **MSDS Track:** OSHA's Hazard Communication (Employee Right to Know) standard requires that Material Safety Data Sheets (MSDS) be collected for chemicals at every work site. Collecting, storing, categorizing and updating these sheets is time consuming and frustrating! MSDS Track saves time and money by managing MSDS electronically for your entire organization. Click and store MSDS instantly through available resource links.

Contact your Kapnick Client Executive for more details and how you can get started today!!

A.M. BEST RATINGS AND COMPANY STATUS

A.M. Best is a company that assigns ratings to insurance companies assessing their financial strength. These ratings range from A++ to F and provide an opinion of an insurer's financial strength and ability to meet ongoing obligations to policy holders.

Secure Best's Ratings

A++ and A+ (Superior)

Assigned to companies that have, on balance, superior balance sheet strength and operating performance. These companies according to A.M. Best, have a very strong ability to meet their ongoing obligations to policyholders.

A and A- (Excellent)

Assigned to companies that have, on balance, excellent balance sheet strength and operating performance. These companies, according to A.M. Best, have a strong ability to meet their ongoing obligations to policyholders.

B and B+ (Very Good)

Assigned to companies that have, on balance, very good balance sheet strength and operating performance. These companies, according to A.M. Best, have a good ability to meet their ongoing obligations to policyholders.

For more information on A.M. Best and their ratings go to: www.ambest.com

Admitted Insurance Companies

Admitted Insurance companies are licensed by each state and regulated by each state's Insurance Department. They are required to be a member of each states' guaranty association as a condition of their authority to transact business in that state. The guaranty association's purpose is to provide limited coverage as defined by guaranty association statutes on behalf of an insolvent insurer in that state. Certain criteria established by the guaranty association may preclude coverage for some policyholders entirely. Premium taxes / assessments are included in the rates.

Non-Admitted Insurance Companies

Non-Admitted Insurance companies are not licensed by the state in which the insured is located, and are not subject to its supervision. They usually underwrite risks for which insurance coverage may not be available through Admitted Insurance Companies. In the event of an insolvency of a non-admitted carrier, claims will not be paid by the state guaranty association. Premium taxes are not included in the rates and must be paid separately, but are included in the premium summary.

A.M. BEST RATINGS AND COMPANY STATUS

Financial Size Category

To enhance the usefulness of ratings, A.M. Best assigns each rated (A++ through D) insurance company a Financial Size Category (FSC). The FSC is based on adjusted policyholders' surplus (PHS) in U.S. dollars and may be impacted by foreign currency fluctuations. The FSC is designated to provide a convenient indicator of the size of a company in terms of its statutory surplus and related accounts.

Many insurance buyers only want to consider buying insurance coverage from companies that they believe have sufficient financial capacity to provide the necessary policy limits to insure their risks. Although companies utilize reinsurance to reduce their net retention on the policy limits they underwrite, many buyers still feel more comfortable buying from companies perceived to have greater financial capacity.

Class	Adj. PHS (\$ Millions)	Class	Adj. PHS (\$ Millions)
I	Less than 1	IX	250 to 500
II	1 to 2	X	500 to 750
III	2 to 5	XI	750 to 1,000
IV	5 to 10	XII	1,000 to 1,250
V	10 to 25	XIII	1,250 to 1,500
VI	25 to 50	XIV	1,500 to 2,000
VII	50 to 100	XV	2,000 or greater
VIII	100 to 250		

COINSURANCE CLAUSE EXPLAINED

What is Coinsurance?

Coinsurance is simply an agreement between you and the insurance company, wherein, you agree to carry insurance on your property in an equal amount to at least (80%, 90% or 100%) of its Actual Cash Value (or Replacement Cost). In return for doing this, you receive a rate credit.

How Does it Operate?

Example I

Let us assume that the cash value of the property is \$100,000. If insurance is carried for \$90,000 or more, the company will pay the entire loss up to the face value or amount shown on the policy at 90% coinsurance.

Value	Insurance	Loss	Company Pays
\$100,000	\$90,000	\$60,000	\$60,000
\$100,000	\$90,000	\$90,000	\$90,000
\$100,000	\$90,000	\$100,000	\$90,000

Example II

Assume insurance is carried for \$60,000:

Value	Insurance	Loss	Company Pays
\$100,000	\$60,000	\$50,000	\$33,333
Did carry / Should have carried x Claim			=Payment
\$60,000 / \$90,000		x \$50,000	=\$33,333

Note: The coinsurance clause refers to the Actual Cash Value *at the time of loss*. It is therefore strongly recommended that appraisals of property be made by reliable appraisal companies and that these appraisals be kept up-to-date at all times. We recommend at least an annual review of values and adjustment of insurance coverage.

PREMIUM & EXPOSURE ANALYSIS

Coverage

Physical Damage

Building	115,285,986	
Contents	Included	
Business Income	100,000	
Flood Limit	2,000,000	
Earthquake Limit	2,000,000	
EDP	850,000	
Total Exposure	115,385,986	
Average Rate per \$1,000	0.94	

Crime

Employee Dishonesty	100,000	
---------------------	---------	--

Inland Marine

Equipment Floater	3,222,747	
Total Exposure	3,367,739	
Average Rate per \$1,000	2.12	

Liability

General Liability*	\$1M/\$3M/\$50K	\$ 103,573
Employee Benefits Liability	\$1M/\$3M/\$50K	\$ 139
Liquor Liability/Host Liquor	Included	Included
Public Officials Liability	\$1M/\$1M/\$50K	\$ 17,134
Employment Practices Liability	\$1M/\$1M/\$50K	\$ 17,307
Law Enforcement Liability	\$1M/\$1M/\$25K	\$ 52,860

Workers' Compensation

Carrier	MML	
Average Rate per \$1,000	19.98	
Total Payroll	25,179,088	

Automobile

MCCA		\$ 178,200
BI/PD Deductible \$10,000		\$ 14,490
# of Units	165	
Average Rate per Unit	1,080	

Tokio

2024 Rates & Exposures	
Exposure	Premium
	\$ 149,467
139,097,398	
Included	
500,000	
2,000,000	
2,000,000	
850,000	
139,597,398	
1.07	
	\$ 8,422
100,000	
	\$ 8,495
2,361,032	
2,361,032	
3.60	
	\$ 161,340
\$1M/\$3M/\$100K	
\$ 212	
\$1M/\$3M/\$100K	
Included	Included
\$1M/\$1M/\$100K	\$ 38,830
\$1M/\$1M/\$100K	\$ 40,624
\$1M/\$1M/\$250K	\$ 95,694
	\$ 153,497
	\$ 153,497
MML	
19.98	
25,179,088	
	\$ 151,874
	\$ 16,380
180	
935	

Travelers

2024 Rates & Exposures	
Exposure	Premium
	\$ 84,075
149,656,000	
Included	
500,000	
2,000,000	
2,000,000	
Included	
150,156,000	
0.56	
	\$ 1,059
250,000	
	\$ 4,691
1,796,230	
1,796,230	
2.61	
	\$ 74,559
\$1M/\$3M/\$25K	
\$ 475	
\$1M/\$3M/\$1K	
Included	Included
\$1M/\$1M/\$50K	\$ 16,733
\$1M/\$1M/\$50K	\$ 21,686
\$1M/\$1M/\$50K	\$ 51,311
	\$ 160,090
	\$ 160,090
Travelers	
20.83	
25,179,088	
	\$ 161,002
	\$ 16,380
221	
803	

PREMIUM & EXPOSURE ANALYSIS

Coverage

Umbrella

Limit of Liability

Umbrella -Meadowbrook Only

Limit of Liability

Richmond National

Cyber

Limit

Totals

\$ Change from prior year:

2023 Rates & Exposures	
Exposure	Premium
	\$ 58,773
9,000,000	
6,530.33	
	NA
	\$ 19,441
1,000,000	
	\$ 733,932

Tokio

2024 Rates & Exposures	
Exposure	Premium
	\$ 44,936
5,000,000	
8,987.20	
	NA
-	
	\$ 24,252
1,000,000	
	\$ 894,023
	\$ 160,091

Travelers

2024 Rates & Exposures	
Exposure	Premium
	\$ 72,461
9,000,000	
8,051.22	
	\$ 51,328
5,000,000	
5,703.11	
	\$ 19,131
1,000,000	
	\$ 734,981
	\$ 1,049

NOTES:



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Approval of the recommendation from the Consultant Review Committee to renew Kapnick Insurance Group as the City's insurance broker for general liability and property insurance until fiscal year 2028 with a one two-year city renewal option.

SUBMITTING DEPARTMENT: Finance

BACKGROUND INFORMATION:

In May 2022 the City issued an RFP for General Liability and Property Insurance. Kapnick Insurance Group submitted the most comprehensive proposal and was hired as the City's insurance broker on annual contracts. Since being hired, Kapnick has compiled the necessary information to shop the City's insurance needs to various providers and has provided excellent service while obtaining the best insurance at the lowest cost. The administration recommended a longer-term contract with Kapnick and, together with representatives from Kapnick, met with the Consultant Review Committee at their June 10, 2024, meeting to discuss their performance and answer any insurance-related questions. The committee agreed with the administration and recommended Kapnick be appointed for a four-year term with an additional two-year renewal option. Kapnick is paid from annual commissions from the insurance companies and not paid directly by the City (similar to our healthcare insurance broker).

RECOMMENDED ACTION: Approval of the recommendation from the Consultant Review Committee to renew Kapnick Insurance Group as the City's insurance broker for general liability and property insurance until fiscal year 2028 with a one two-year city renewal option.

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF NOVI
MONDAY, JUNE 3, 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 24-06-79 Moved by Thomas, seconded by Casey; MOTION CARRIED: 7-0

To approve the agenda as presented

Roll call vote on CM 24-06-79 Yeas: Casey, Gurumurthy, Heintz, Smith, Staudt, Thomas, Fischer
Nays: None

PUBLIC HEARINGS: None

PRESENTATIONS:

PRESENTATIONS FOR BOARDS AND COMMISSIONS

1. Laurel Acho - PRCS Commission

In lieu of going through her application again, Ms. Acho addressed qualifications not in her application. She has a Bachelor of Science in Business Administration, majored in marketing, and went to law school. She has done surveys and then would summarize the results. She has written summaries, charts, graphs, and done PowerPoint presentations. She has designed brochures, written newsletters, organized & marketed events, wrote articles about new products and then pitched them to magazines & journals. She also uses her marketing skills to design her own business cards and other promotional materials.

2. Farah Baig - PRCS Commission

Ms. Baig is long time resident having moved here in 1993 and has seen a lot of development since then. She is pleased to see Novi take an active role in maintaining its green spaces. She has had the opportunity to sit at several of the Older Adult Committee meetings and is excited about plans to create a community center. She is a strong proponent of intergenerational interactions and feels the PRCS is a natural space to make that happen. She currently works as a consultant with the State of Minnesota while they develop their blueprint for an age-friendly state. She expressed that the opportunity has given her a unique perspective on the importance of natural space that makes our

lives better. She is excited to offer the expertise that she's developed over the course of her PhD research as she completed her doctorate in organizational leadership policy and development as well as her current consultancy work. She also thinks she would be a true asset to the commission. She continued to say that there are almost 10,000 adults over the age of 65 in Novi and that these individuals are an integral part of PRCS. Her skills are not limited to just meeting the needs of older adults, as she was a high school teacher with the Detroit Public School District. She looks forward to contributing to the City of Novi.

3. Jay Dooley - PRCS Commission

Unable to join due to a work conflict.

4. Swaminathan Gopalakrishnan - PRCS Commission, Planning Commission

Mr. Gopalakrishnan immigrated from India 25 years ago and came to Western Michigan for a master's program. He spent two decades in west Michigan, with the first 10 years in engineering and the next 10 years in program management. Five years ago, he moved to Novi, and he made a career change a year ago when he became a senior program manager. In his program management role, he manages global programs and works with diverse teams from China, Mexico and Japan. He manages budgets and a large team. Some of his PM skills include communication and he is skilled in negotiation and adaptability. For the last two years, he has spent on the Board of Review where he learned how the City functions, how the tax system works and what the citizens need. He has learned a lot from being on the Board and is confident that he can serve the Parks and Recreation with that experience. His hobbies include cooking and being outdoors and feels Novi has a great parks system he would love to be a part of and contribute to.

5. Hilliard Hampton - Planning Commission, PRCS Commission:

Not present.

6. Sri Komaragiri - Planning, Corridor Improvement Authority

Ms. Komaragiri started by saying that last time she was at the podium before the Council was when she was answering questions about the Adell Center. She said that every time she passes around Grand River and sees the signs about proposed rezoning, she feels like this is the vision she was part of when she worked on the master plan, and it's coming to life and feels like she is being left out, so this is her way of trying to be a part of the development. She worked on the Walkable Novi Committee and feels this is an exciting time for Novi. She wants to contribute her experience as a planner, as she has worked for Novi and other townships.

7. Yogesh Kumar - Beautification Commission, Board of Review, Planning Commission

Mr. Kumar relocated to Novi City 10 years ago and it has been not only a place to reside but a sanctuary for him and his family. He has a Master of Science in mechanical

engineering and has over 25 years of experience in manufacturing and design. His profession has given him diverse and rewarding roles at various corporate levels. He worked as a program manager and director in his recent job and that has given him the opportunity to work and oversee million-dollar projects. In addition, he is also a realtor with Keller Williams, and that gives him satisfaction to provide people with fulfilling their American dream of home ownership, which is important for migrants. He is eager to extend his contribution, beyond his profession, to the Beautification Commission. He was born in India and has traveled to 14 countries which has given him the opportunity to understand and learn what these countries have done to beautify their cities. He would say that with all his experience in strategic planning, project management and community engagement, he is poised to make a significant contribution to these committees and enriching the vibrancy and wellbeing of the community.

8. Mike Lynch - Planning Commission

Mr. Lynch has been on the Planning Commission for 18 years and is willing to commit another three years. He said that when you look at his past performance, it's a good indication of what the future will be.

9. Mark Pehrson - Planning Commission

Mr. Pehrson has been a Novi resident for about 38 years. He has been on the Planning Commission and Novi Fire Department for a few years. He looks forward to the opportunity to be reappointed. He thinks the Commission lately has done great things to promote equity, sustainability, and diversity. He loves working with the staff and says the Planning department is top notch and looks forward to working with them again if he's reappointed.

10. Mark Somerville - Open to any placement

Mr. Somerville has been a resident of this community for 20 years. He is open to any position that is open to his unique set of skills. He has recently retired and has time to give back to the community. He was educated at the University of Michigan with a degree in German literature & communications. He also did his MBA at Michigan State and did a little bit of postgraduate studies at Harvard Business School. He had a career in technology with some of the highlights being Salesforce.com, where they built the company up from a billion dollars in 2011 to a \$20 billion dollar New York Stock Exchange component. He worked for Hewlett Packard and has a small LLC, Somerville Analytics LLC, where the emphasis is consulting companies that focus on AI. He is an Eagle Scout as well as being involved with the Down Syndrome Association of Michigan, Sons of the American Revolution, University of Michigan Men's Glee Club and St. Andrew's Society. He approaches opportunities with an open mindset. His values are faith, compassion, joy, and health.

11. Sara Srinivasan - Beautification Commission, PRCS Commission

Not present

12. Ramesh Verma - Planning Commission

Mr. Verma has lived in the city for the last 46 years. He has been before the Council many times and has served on the Library Board and Zoning Board. He is currently serving in the Planning Commission and had attended since 2001. He enjoys serving the Board, which he finds unique as they make decisions that keep the interests of the city. He stated the Board works together, their decisions are always unanimous, they respect each other, and help each other. He is a former captain from the Corp of Engineers. He would like to continue on the Board for the next four years.

CITY MANAGER REPORT: None

ATTORNEY REPORT: None

AUDIENCE COMMENTS:

Belinda Smith Brock lives in the Meadowbrook Commons senior ranch homes at 25007 Meadowbrook Road, building 3. She said the ranch homes consist of 10 buildings with a total of 60 units, with a signed, rented one vehicle carport parking. There are approximately 27 guest parking spaces and of those 27, two parking spaces are for emergency parking vehicles only. Recently, new neighbors moved in, having two vehicles taking up two parking spaces. One of those cars is parked in the sign rented carport section. The second car has been parked in the guest parking area, is seldom being driven and is parked in the guest parking area for days. The primary car used is the one parked in the carport. Ms. Brock emailed the community manager regarding the residence taking up two parking spaces and the community manager responded by email and said there are not designated guest parking around the ranches and those parking spaces are open for residents who may have more than one vehicle, two max. From Ms. Brock's understanding based on the lease agreement she signed, the ranch homes have a parking lot addendum separate from the general rules of occupancy parking and that addendum states, "tenant may only park one vehicle per rented unit, per rented space, if guest parking is available, such parking is for guest only.". She continues to say that the limited ranch guest parking is used on daily basis by family members & guests, visiting nurses & doctors, Molly Maid cleaning service, cable servicing, food delivery, delivery services, et cetera and the two parking spaces being used by ranch residents has caused an inconvenience to others. Ms. Brock concluded by saying that additional supportive documentation and pictures were left with the Clerk.

CONSENT AGENDA REMOVALS AND APPROVALS:

CM 24-06-80

Moved by Thomas, seconded by Casey; MOTION CARRIED: 7-0

To approve the Consent Agenda as presented.

- A. Approve Minutes of:
May 20, 2024 - Regular Meeting
- B. Approval of a resolution establishing a marriage fee.
- C. 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 2024-25 fiscal year in the amount of \$62,810.
- D. Acceptance of a highway easement for completion of sidewalk improvements at 25500 Meadowbrook Road in the amount of \$2,145.57.
- E. Approval of Resolution granting the Novi Parks Foundation a one-time exemption from the City's policy regarding alcohol on public property for purposes of its July 26, 2024, fundraiser at Pavilion Shore Park.
- F. Enter Executive Session immediately following the regular meeting of June 3, 2024, in the Council Annex to discuss confidential written communication from the city attorney.
- G. Approval of claims and warrants – Warrant 1157

Roll call vote on CM 24-06-80

**Yeas: Gurumurthy, Heintz, Smith, Staudt,
Thomas, Fischer, Casey
Nays: None**

MATTERS FOR COUNCIL ACTION:

1. **Consideration of approval of a cost participation agreement with the Road Commission for Oakland County for the preliminary engineering associated with the widening of Twelve Mile Road between Beck Road and Dixon Road in the estimated amount of \$937,680.**

City Manager Cardenas stated that this has been an ongoing project with the county that the City has been engaged in, specifically the engineering division, for quite some time. When initially proposed and the estimates were brought up, this was going to be a \$15 million dollar project with our cost share of \$1.2 million dollars. With everything else in the construction, this project has ballooned up to \$35 million dollars with the City contributing \$3.5 million dollars. This is just the preliminary stages, just shy of \$1 million dollars. This was brought to the Finance Committee last week for initial input and was part of our early budget input session back in January with respect to potential bonding. Many different facets are being looked at as Oakland County wants to advance because this is a vital area in our economic development with a lot of possible businesses along that area. Mr. Cardenas reiterated that this is just preliminary engineering for consideration.

CM 24-06-81 Moved by Thomas, seconded by Casey: MOTION CARRIED: 7-0

Approval of a cost participation agreement with the Road Commission for Oakland County for the preliminary engineering associated with the widening of Twelve Mile Road between Beck Road and Dixon Road in the estimated amount of \$937,680.

Roll call vote on CM 24-06-81

**Yeas: Heintz, Smith, Staudt, Thomas, Fischer,
Casey, Gurumurthy**

Nays: None

2. Initial review of Planned Rezoning Overlay (PRO) eligibility of the request of Jax Kar Wash, JZ24-02, to rezone property at the southeast corner of Twelve Mile Road and Cabaret Drive from Regional Center to General Business with a Planned Rezoning Overlay.

City Manager Cardenas commented that this is part of the PRO process that was amended and allows for early input on request. The Petitioner is requesting a zoning map amendment for approximately 1.8 acres of property on the south side of Twelve Mile. The site is currently vacant and is part of Fountain Walk and Twelve Mile Crossing Commercial Center. The vacant site is located by Cabaret Drive and Twelve Mile with Liberty Park residential developments to the north and the Vibe Credit Union to the west.

David Landry, Legal Counsel for Jax Car Wash, is with the applicant who is applying for a rezoning from regional commercial to B-3 with a planned rezoning overlay and the proposal would limit the B-3 uses to only one use and that is auto wash. The parcel in question is on the northwest corner of Fountain Walk, Twelve Mile and Cabaret Drive, which has been vacant for 22 years. There are unique characteristics to this property. First, like all other regional commercial centers, when a large tenant comes in there are restrictions. This parcel has unique physical characteristics to it. Under the RC zoning district requirements, there is a 100-foot setback so the only portion of the property that could be developed is a little square. In addition, there are two 55 to 60-foot easements from Consumers Energy running along the east and west parts of the property. An auto wash building is perfect because it's long and skinny and would fit right in the middle of the parcel. Mr. Landry continued to say that per the PRO ordinance, the intent as written is to accomplish a land development project to achieve integration of the proposed development with the characteristics of the project area, which is Fountain Walk. Mr. Landry stated that the owner of Fountain Walk, Mr. Michael Zimmerman is in full support and asks the Council to approve this PRO and that Mr. Zimmerman states "that is why we are excited about Jax Car Wash. This is a higher quality use that has absolutely no competition with our tenants. It brings a good amount of traffic to the area and will be complimentary to other tenants.". The only interest that Fountain Walk has ever received has been from gas stations which can't be put on a RC. Mr. Landry referred to a letter the Council has from Imagine Theater's owner Mr. Glance, who wants this project there and Buddy's Pizza wants it as well. Mr. Landry continued by saying that as far as

integrating with the area around it, there's no objection from any of the surrounding people. With respect to eligibility, PRO's are a two-step process. The first process is with the Planning Commission and City Council to talk about eligibility and then you go back and do the site plan, the landscaping and everything else. The ordinance says that an applicant to propose a new zoning district must have site specific conditions that have two aspects to them. One, that it is more strict or limiting than the regulations that would apply under the proposed zoning district. The proposed zoning district is B-3, and we are proposing to limit it to a single use only. The building height is less than what would be allowed under B-3. The setback is far greater at 68 feet instead of 30 feet, which would be allowed under B-3. The façade that's proposed is 60% brick on two sides of the building, double what the ordinance requires. Mr. Landry reiterated that the first requirement for eligibility is satisfied because what is being proposed is stricter than the regulations that would apply if it were a straight rezoning under B-3. The second aspect is showing a public benefit. The ordinance does not define public benefit with any kind of specificity saying that the proposed improvement must constitute an overall public benefit that outweighs any material detriment or not, and or that could not otherwise be accomplished without the proposed rezoning. The ordinance defines public benefits in relative terms. Public benefit is not the same for all parcels so before the public benefit can be analyzed, the public detriment must be defined. When considering a rezoning the first thing to be looked at is adjacency and will it integrate in with what's around it. There are letters from the owner of Fountain Walk that wants this and there have not been any negative comments from anybody. When looking at traffic, the City's traffic consultant is recommending approval. The only entrance and exit are on Fountain Walk so there would never be any stacking on Cabaret or on Twelve Mile. Engineering recommends approval as there's no storm water problem. The Fire Department recommends approval and Façade recommends approval with a Section 9 waiver. Mr. Landry states that nobody's opposed to it, the property has been vacant for 22 years, and it's a unique parcel that has unique characteristics that have prevented development in the past. The public benefit in this case is threefold. Number one, the master plan economic development goal, number 18 in the plan is to retain and support the growth of existing business and attract new business to the City. Number two, Jax Car Wash employs high school students and is offering to pay \$54,000 to refurbish the library's teen space. And thirdly, due to the easements on the property, the applicant has offered to build a 230 square foot patio with bench along Twelve Mile. Per Mr. Landry, a member of the Planning Commission suggested that if there's going to be bus service to Fountain Walk, perhaps the applicant can install a bus stop area, which the applicant is willing to do, instead of a patio with benches. In conclusion, Mr. Landry said that five of the six Planning Commissioners that looked at the project, studied the pros and cons plus the public benefits, were in favor of it. He also commented that this would be the only stand-alone car wash north of I-94. In the packet provided to the Council, there is an analysis by the administration that gives examples of conditions that may be more strict or limited and provide an overall benefit to the public. The administration has analyzed all the aspects to criteria and indicated that yes, the conditions were included except for traffic because there is no traffic problem.

Todd Gesund, Vice President/Director of Expansion, has worked in the car wash business since he was nine. His family owned a company called Super Car Wash and they had 11 locations throughout metro Detroit. The company started in 1977 and they were competitors with Jax Car Wash. Over the last 20 years, there was talk about joining forces to become one large car wash company and a couple of years ago, that came to fruition. One thing that's been special about being part of the Jax family is the name Jax as it is synonymous with car washing in Detroit. Jax was founded in 1953 and they own and operate 29 locations in 18 different cities around Michigan. In addition to David Landry, Mr. Gesund brought Jon Zimmerman, CEO of Jax Car Wash and Lindon Ivezaj who is the CEO of their design build team, Cunningham-Limp. Michael Zimmerman, owner of Fountain Walk, and Bruce Milen, second generation founder of Jax Car Wash, were unable to attend this meeting but did attend the Planning Commission meeting. Mr. Gesund stated that he was excited about the positive comments and feedback received from the Planning Commission. Mr. Gesund said excellent service sets them apart and one of the things they pride themselves on and makes them different and unique is that they hand towel dry every vehicle as it exits the site. Customers are greeted as they come on site and when they exit, their car is dried off and employees say goodbye as that is part of the experience. Jax Car Wash also offers free vacuums, and they have an indoor mat cleaning room as well as customer restrooms. They are involved in the communities they are in and have a charity weekend. Jax had school fundraisers, group donations and organizations. They do towel drive fundraisers on site, and they don't turn anybody away. They help raise thousands of dollars in the communities in which they reside, every year. They employ lots of high school students in different communities as they have phenomenal relationships with the high schools. For example, a soccer team from Walled Lake comes and they are allowed to dry cars for the day, and they collect tips and Jax Car Wash makes donations. High school bands have been on site with their instruments. Mr. Gesund said he grew up in the area, on Twelve Mile in Farmington Hills and frequented Twelve Oaks. He saw the development of the Novi Town Center and Fountain Walk as he lived in Novi in his late twenties. Novi is a phenomenal community with unbelievable retail. Mr. Gesund corrected Mr. Landry's previous statement by saying there are no car washes north of I-96, not I-94. Mr. Gesund addressed the site layout in his presentation and showed some of the different multiple access points. He continued to say with the easement restrictions and the narrow piece of property, they fit perfectly on the site. He also said that they believe they fill a need for Novi and there are several customers that come out to Walled Lake, their closest site. He said that customers ask about a Novi location and that Novi is a dense population and they're complimentary to the businesses and retail of Fountain Walk. They are going to build a beautiful building that is going to enhance the area. Talking about the site layout, there's no new curb cut off on Twelve Mile Road and people will be able to get in at many points. There will be phenomenal stacking space here so cars won't back up into the parking lot as they can stack 29 spaces on site, 20 before the pay stations and an additional nine stacking spaces after the pay stations. The vacuums and indoor mat room on the east side of the building are only going to be used by their car wash customers and that is significant because it limits who's coming into the site. There will be little to no noise outside of the car wash building since all the vacuum and blower motors are inside the building and all their new sites have this special room. The building has

been designed to fit harmoniously with Fountain Walk and the other surrounding retail district. The building is not a typical looking car wash as there is landscaping that will exceed what's required, giving it a park-like setting. The car wash would be open 7:00 am to 8:00 pm, Monday through Saturday and 8:00 am to 6:00 pm on Sundays. They would employ anywhere from four to six employees at a time, depending on the weather. Most customers would come from a three-mile radius around the site. Mr. Gesund stated that customers don't wake up in the morning deciding to just get a car wash and go back home. Instead, they wake up, think about going to Dick's for some gear or Ford's Garage for lunch and then get a car wash at their favorite car wash. Mr. Gesund said this is the synergy he spoke about why he feels they will complement the area and then he concluded by saying that Fountain Walk has struggled over the years and now that it's 100% occupied, hopefully the car wash can keep that momentum going.

Mayor Fischer stated this is part of Council's early initial PRO process and an opportunity to provide feedback as the applicant goes through the remainder of the PRO process. Jon Zimmerman made himself available to answer questions from Council.

Member Staudt expressed that he likes the proposal and thinks it's a good use of the property but is not buying the public benefits. There is no fiduciary responsibility to the library and it's inappropriate to fund anything for it. He also doesn't think that developing a vacant parcel is a benefit of the proposal. Member Staudt liked the idea of the patio area along Twelve Mile as well as the suggestion from the Planning Commission. Mr. Staudt said that previously discussed was that the City was spending \$3.5 million dollars of the overall cost of \$35 million for an investment into Twelve Mile so he thinks it would be appropriate to think about what can be done along Twelve Mile, whether it is better landscaping, picnic benches or whatever. He also said that Novi has a property value of somewhere around \$5 billion and one lot's not going to change the makeup of the City's tax base, but he liked the idea and look, and he agrees that the lot has been empty too long. Member Staudt continued to say that what the applicant was asking for is reasonable but would make adjustments to the public benefit and would probably look forward to supporting this in the future.

Member Thomas added by saying that she generally likes the proposal and thinks it is a good spot for that particular business. She said she could see herself going there for a car wash and maybe stopping over to Coldstone for an ice cream. She would love to have funding for the library but thinks the public benefit needs to be tied more to that area in the community. She likes the idea of having covered areas especially if you're walking and biking down that path and get caught in the rain as there is not a lot of shade.

Member Heintz stated that he thought overall, the applicants have great potential and liked how they saved water. He expressed that a public benefit could be a spin off from the inspiration of being interested in the environment and suggested the applicants could have a space for a charge station or whatever would be a benefit for that region. He concluded by stating that the project could help that spot and it's a creative use of that space.

Member Gurumurthy commented that she thinks a car wash aligns and fits with the whole area. She said that it would be great if when people took walks, there were pockets of places where they can sit and have some time. She also wanted to add that in terms of the parking lot, she encouraged adding more in terms of landscaping.

Member Smith agreed with his colleagues and thinks this is a good site for the project but that the public benefit needs work. He said from an environmental aspect, he suggested adding solar panels to the roof since he's sure a car wash uses a lot of electricity. He also said that although we love the library, it isn't a great fit as a public benefit.

Mayor Pro Tem Casey started by saying that she has a different opinion than some of her colleagues in terms of putting a car wash on the site, specifically the PRO that the applicant is seeking. We have heard quotes from part of the ordinance but the other piece to think about is the benefit of a PRO and the reason for a PRO is to enable enhancement of the project area as compared to the existing zoning. This is a tough space and that was left undeveloped as Fountain Walk built around it and that's a challenge the owner is trying to solve for. There are easements on this property that are restricting what can be used on that property. Mayor Pro Tem Casey wondered if this really is a PRO opportunity. She complimented the applicants on how the traffic flowed but struggles with whether a car wash is really an enhancement. She continued to say that it is not Jax, it's not anything specific to this project. She did state that she was happy about the feedback on the noise because that was one of the things that she saw that was left pending. She concluded by saying that she is sharing some of the hesitancy right now with the idea of a PRO and the basically she's not sure that this project meets the definition of what a PRO is intended to do.

Mayor Fischer said that he wanted to discuss the restriction to this specific use. As part of the PRO proposal, B-3 has many different uses, as he understands it. He then asked City Attorney Tom Schultz if the property is restricted to just the car wash use, what happens if the applicants get bought out or sell out or it doesn't turn out financially viable? City Attorney Tom Schultz responded by saying he assumed that the City would write the PRO agreement like with Carvana, where if this is no longer being used for what it was built for and we're back to whatever the open space is. How exactly that is written, the City would have to work on that. Mayor Fischer then said that he would be interested to see that kind of terminal view of it because he doesn't want to get in a situation where the applicants could come back and say the car wash didn't work so let's try to go with the other B-3 items. The Mayor would want to see a reverting back to the current zoning. Mayor Fischer then stated that as far as the PRO process, this is a very interesting use and that he shares some of the same hesitancy as the Mayor Pro Tem. This is a wonderful business, and it has nothing to do with that but has to do with the fact that there are plenty of areas in the city where a car wash use is allowable. The Mayor then wondered if the PRO process is the right one and stated that there are a lot of discussions in the presentation about the setbacks and having a hard time putting a different sort of business under the current zoning in there. He then asked Attorney Schultz is this not more appropriate to be sent to the Zoning Board for some sort of variance as opposed to the

PRO process given that there are hesitancies on the public benefit aspect. Attorney Schultz commented that a variance is hard to get and not many are given out but that it's a possibility, but essentially the applicant would have to show that there's no other use to that property and that it's the zoning ordinance that's causing the issues. The Mayor responded that he felt like the presentation was going down that path, hence the question. Attorney Schultz then stated that the question for Council or the ZBA is, is it really the ordinance causing the problem or the way that the who property's already been built out? The underlying easements are not the fault of the ordinance, and the tenant restrictions are the City's issue. Attorney Schultz said he thinks it would be a complicated case to present to the ZBA for a variance. The Mayor then asked Mr. Landry if, from Fountain Walk's perspective, the owner had anyone interested in the property over the last 22 years. Mr. Landry said that all he knows was what Mr. Zimmerman's packet letter stated was that since he's owned the property, since 2018 or 2019, the only inquire he's had was from a gas station, which he won't allow but otherwise nobody's even inquired because of all the restrictions and the building envelop is the size of a postage stamp. Mr. Landry also commented that the applicant would agree if the car wash doesn't work, the zoning would revert. The Mayor reiterated that he shares some hesitancy with the Mayor Pro Tem. There are a lot of people who seem to be nodding in favor of this project. The applicant now has some feedback and clearly some public benefit things they are going to have to think through.

3. Consideration of request for Fireworks Permit by Eddie Hesano to be operated by Great Lakes Fireworks, LLC, on Saturday, July 27th, 2024, on Walled Lake.

City Manager Cardenas said the applicant is here to answer questions. Also, with respect to the staff's viewpoint, all the inspections, preparations, respective applications and insurance have all been acquired.

Mayor Pro Tem Casey addressed Mr. Hesano by stating that she wanted to go on record to say that she didn't want to see constant requests for fireworks coming to the Council as she thinks there are a lot of people for whom fireworks are a challenge. Mr. Hesano said he agreed, and he would only be having one fireworks event per year.

CM 24-06-82 Moved by Casey, seconded by Staudt: MOTION CARRIED: 7-0

Approval of request for Fireworks Permit by Eddie Hesano to be operated by Great Lakes Fireworks, LLC, on Saturday, July 27th, 2024, on Walled Lake.

Mayor Fischer supports the sentiment from Mayor Pro Tem Casey and said that from an ordinance review perspective, not all the pieces are put together at this point so the Council will have more discussions on what the policy and framework for fireworks is going forward. He concluded by saying that he is not looking forward to repeat permit requests.

Roll call vote on CM 24-6-82

Yeas: Smith, Staudt, Thomas, Fischer, Casey, Gurumurthy, Heintz

Nays: None

Mr. Hesano had one last comment and said that the fireworks show will be closer to Novi so all the families and citizens who go to Pavillions Park will be able to see the show better and brighter than the one that is currently far away, usually on the other side.

CONSENT AGENDA REMOVALS: None

AUDIENCE COMMENT: None

COMMITTEE REPORTS:

1. Older Adult Needs Committee

Mayor Pro Tem Casey stated that the Committee is meeting continuously to refine the final report to the City Council and is looking forward to an end of July presentation to the Council.

2. Finance Committee

Mayor Fischer said that the Committee held its inaugural meeting to dive into some of the discussions on agenda item one today and flush out some of the questions and things having to do with some of the information received from the goal setting. There was some follow-up from the funding perspective and the Committee will continue to have those discussions. The other item that's going to be covered is pension and OPEB benefits.

MAYOR AND COUNCIL ISSUES:

COMMUNICATIONS: None

ADJOURNMENT – There being no further business to come before Council, the meeting was adjourned at 8:08 P.M.

Cortney Hanson, City Clerk

Justin Fischer, Mayor

Transcribed by Becky Dockery,
Account Clerk

Date approved: June 17, 2024



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Consideration of approval of a grant agreement with the Federal Highway Administration (FHWA) for a Safe Streets and Roads for All grant to develop a Safety Action Plan, with the City's estimated cost share of \$40,080.

SUBMITTING DEPARTMENT: Department of Public Works, Engineering Division

EXPENDITURE REQUIRED	\$ 200,400.00 Gross Expense <u>\$ (160,320.00) Reimbursement as costs are incurred</u> \$ 40,080.00 Net City Expense
AMOUNT BUDGETED	\$ 200,400.00
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	202-449.20-974.464 Major Street Fund

BACKGROUND INFORMATION:

In 2023, the City applied for and was awarded a Safe Streets and Roads for All (SS4A) grant through the United States Department of Transportation (USDOT)/Federal Highway Administration (FHWA). The grant will support the development of a comprehensive Safety Action Plan for the City's road network. The Safety Action Plan will be used to identify projects and strategies to prevent deaths and serious injuries on the City's roadways. The cost of developing the Safety Action Plan is \$200,400, with \$160,320 being reimbursed as costs are incurred through federal grant funding. The City will be responsible for a local share of \$40,080. The grant agreement sets forth the award amount, cost division, scope and timing of the project, and terms and conditions for administration of the grant.

The City Attorney reviewed the grant agreement favorably (Beth Saarela, May 29, 2024). City engineering consultant, OHM Advisors, prepared a scope of services for drafting the Safety Action Plan. The attached proposal outlines the detailed scope of services. The fee will be the estimated total project cost defined in the grant agreement, \$200,400. Development of the Safety Action Plan will begin following the execution of the grant agreement.

RECOMMENDED ACTION: Approval of a grant agreement with the Federal Highway Administration (FHWA) for a Safe Streets and Roads for All grant to develop a Safety Action Plan, with the City's estimated cost share of \$40,080.

ELIZABETH KUDLA SAARELA
esaarela@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com



ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

May 29, 2024

Rebecca Runkel, Project Engineer
City of Novi
Field Services Complex
26300 Lee BeGole Drive
Novi, MI 48375

**Re: U.S. Department of Transportation Grant Agreement Under the
Fiscal Year 2023 Safe Streets And Roads For All Grant Program**

Dear Ms. Runkel:

We have received and reviewed the Grant Agreement prepared by US Department of Transportation/Federal Highway Administration (USDOT and FHWA) for the development a comprehensive action plan that establishes system and community needs, provides solutions to existing concerns, and assists the City in project prioritization with respect to the City's transportation network, including crash data and safety concerns at specific locations and equity concerns and jurisdictional overlap with other agencies. The total cost of developing the action plan is \$200,400, with \$160,320 to be provided by the federal grant funding and \$40,080 required for the local share.

The Grant Agreement sets for the scope of the project, the project timing, and the project costs and award amounts. The Grant Agreement also incorporates the federal regulations that control the grant program and require the City staff to comply with the regulations. General Terms and Conditions of the Grant Program are also incorporated into the Grant Agreement by reference. We have downloaded and reviewed the Terms and Conditions, which include procedures for administration and reporting on the project.

The Grant Agreement is provided for the limited purpose of setting forth the award amount, the division of costs, and scope and timing of the project. City Staff should review the incorporated Terms and Conditions with respect to the procedure for administering the project. Subject to The City Engineer's review and approval of the cost breakdown of the project, and review of the Terms and Conditions for administration of the grant, we see no legal impediment to entering into the Grant Agreement.

Please feel free to contact me with any questions or concerns in regard to this matter.

Rebecca Runkel, Project Engineer
City of Novi
May 29, 2024
Page 2

Very truly yours,

ROSATI SCHULTZ JOPPICH
& AMTSBUECHLER PC



Elizabeth Kudla Saarela

EKS

Enclosure

C: Cortney Hanson, Clerk (w/Enclosure)
Megan Mikus, Deputy DPW Director (w/Enclosure)
Ben Croy, City Engineer (w/Enclosure)
Thomas R. Schultz, Esquire (w/Enclosure)

- | | | | | | | | | | | | | |
|---|--|---|-----------|------------------|----------|----------------------|-----|--------------|-----|--------|-----------|--|
| <p>1. Federal Award No.
693JJ32440436</p> <p>4. Award To
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375-1247</p> <p>Unique Entity Id.: HSCJU29TX894
TIN No.: 38-6032551</p> | <p>2. Effective Date
See No. 16 Below</p> <p>5. Sponsoring Office
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590</p> | <p>3. Assistance Listings No.
20.939</p> | | | | | | | | | | |
| <p>6. Period of Performance
24 months from the Effective Date of Award</p> | <p>7. Total Amount</p> <table border="0"><tr><td>Federal Share:</td><td style="text-align: right;">\$160,320</td></tr><tr><td>Recipient Share:</td><td style="text-align: right;">\$40,080</td></tr><tr><td>Other Federal Funds:</td><td style="text-align: right;">\$0</td></tr><tr><td>Other Funds:</td><td style="text-align: right;">\$0</td></tr><tr><td>Total:</td><td style="text-align: right;">\$200,400</td></tr></table> | Federal Share: | \$160,320 | Recipient Share: | \$40,080 | Other Federal Funds: | \$0 | Other Funds: | \$0 | Total: | \$200,400 | |
| Federal Share: | \$160,320 | | | | | | | | | | | |
| Recipient Share: | \$40,080 | | | | | | | | | | | |
| Other Federal Funds: | \$0 | | | | | | | | | | | |
| Other Funds: | \$0 | | | | | | | | | | | |
| Total: | \$200,400 | | | | | | | | | | | |
| <p>8. Type of Agreement
Grant</p> | <p>9. Authority
Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”)</p> | | | | | | | | | | | |
| <p>10. Procurement Request No.
HSA240329PR</p> | <p>11. Federal Funds Obligated
\$160,320</p> | | | | | | | | | | | |
| <p>12. Submit Payment Requests To
See Article 5.</p> | <p>14. Accounting and Appropriations Data
15X0173E50.0000.055SR10500.5592000000.4
1010.61006600</p> | | | | | | | | | | | |
| <p>13. Description of the Project
The City of Novi will develop a comprehensive Safety Action Plan that establishes system and community needs, provides solutions to existing concerns, and assists the City in project prioritization.</p> | | | | | | | | | | | | |

RECIPIENT

15. Signature of Person Authorized to Sign

Signature

Date

Name:

Title:

FEDERAL HIGHWAY ADMINISTRATION

16. Signature of Agreement Officer

Signature

Date

Name: Hector Santamaria

Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2023 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the United States Department of Transportation's (the "**USDOT**") Federal Highway Administration (the "**FHWA**") and the City of Novi (the "**Recipient**").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("**SS4A**") Grant for the Novi Safety Action Plan.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, "**General Terms and Conditions**" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2023 Safe Streets and Roads for All ("**SS4A**") Grant Program," which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2023." Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: Novi Safety Action Plan

Application Date: 07/07/2023

2.2 Award Amount.

SS4A Grant Amount: \$160,320

2.3 Federal Obligation Information.

Federal Obligation Type: Single

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning and Demonstration

ARTICLE 3 SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

The City of Novi will develop a comprehensive action plan that establishes system and community needs, provides solutions to existing concerns, and assists the City in project prioritization. During the development of a Safety Action Plan, staff will review existing safety initiatives, how specific population groups interact with the transportation network, and crash data and safety concerns at specific locations. The Safety Action Plan will also take into consideration equity concerns and jurisdictional overlap with other agencies. Lastly, the plan will include a prioritized list of project recommendations to address network concerns.

The project will be completed in one phase.

3.2 Project's Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
Planned NEPA Completion Date:	Not applicable
Planned Draft Plan Completion Date:	July 2025
Planned Final Plan Completion Date:	November 2025
Planned Final Plan Adoption Date:	December 2025
Planned SS4A Final Report Date:	March 2026

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$160,320
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$40,080
In-Kind Match:	
Other Funds:	
Total Eligible Project Cost:	\$200,400

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4

RECIPIENT INFORMATION

4.1 Recipient Contact(s).

Jeffrey D, Herczeg
Director, Department of Public Works
City of Novi
26300 Lee BeGole Drive
Novi, MI 48375-1247
(248) 735-5606
jherczeg@cityofnovi.org

4.2 Recipient Key Personnel.

Name	Title or Position
Rebecca Runkel	Project Engineer

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310

1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-493-2402
HCFASS4A@dot.gov

and

Division Administrator – Michigan
Agreement Officer’s Representative (AOR)
315 West Allegan Street, Room 201
Lansing, MI 48933-1528
517-377-1844
Michigan.fhwa@fhwa.dot.gov

and

Rachel Tupica
Michigan Division Office Lead Point of Contact
Division Administrator 315 West Allegan Street, Room 201
Lansing, MI 48933-1528

ARTICLE 5

USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “**AO**”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327. Note: This clause is only applicable to grants that do not include construction.

In accordance with 2 CFR 200.308(c)(6), unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost

provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.

- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "**AOR**") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6

SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2.** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Novi Safety Action Plan will be made publicly available and agrees that it will publish the final Novi Safety Action Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: City limits of the City of Novi

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Equity [for all Grants]	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	Within 120 days after the end of the period of performance
Costs [for all Grants]	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations [for all Grants]	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

ATTACHMENT B CHANGES FROM APPLICATION

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" in Section 3.3 of the table.

Scope: Not Applicable

Schedule: Not Applicable

Budget: Not Applicable

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds	0	0	0	0
Non-Federal Funds	0	0	0	0
Total Previously Incurred Costs	0	0	0	0
Future Eligible Project Costs				
SS4AFunds	\$160,320.00	80%	\$160,320.00	80%
Other Federal Funds	\$0.00	0%	\$0.00	0%
Non-Federal Funds	\$40,080.00	20%	\$40,080.00	20%
Total Future Eligible Project Costs	\$200,400.00	100%	\$200,400.00	100%
Total Project Costs	\$200,400.00	100%	\$200,400.00	100%

ATTACHMENT C RACIAL EQUITY AND BARRIERS TO OPPORTUNITY

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table align with the application:

	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but intends to take relevant actions described in the supporting narrative below.
X	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.

2. Supporting Narrative.

ATTACHMENT D
CLIMATE CHANGE AND ENVIRONMENTAL JUSTICE IMPACTS

1. Consideration of Climate Change and Environmental Justice Impacts.

The Recipient states that rows marked with “X” in the following table align with the application:

	The Project directly supports a Local/Regional/State Climate Action Plan that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Project directly supports a Local/Regional/State Equitable Development Plan that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Project directly supports a Local/Regional/State Energy Baseline Study that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Recipient or a project partner used environmental justice tools, such as the EJScreen, to minimize adverse impacts of the Project on environmental justice communities. <i>(Identify the tool(s) in the supporting narrative below.)</i>
	The Project supports a modal shift in freight or passenger movement to reduce emissions or reduce induced travel demand. <i>(Describe that shift in the supporting narrative below.)</i>
	The Project utilizes demand management strategies to reduce congestion, induced travel demand, and greenhouse gas emissions. <i>(Describe those strategies in the supporting narrative below.)</i>
	The Project incorporates electrification infrastructure, zero-emission vehicle infrastructure, or both. <i>(Describe the incorporated infrastructure in the supporting narrative below.)</i>
	The Project supports the installation of electric vehicle charging stations. <i>(Describe that support in the supporting narrative below.)</i>
	The Project promotes energy efficiency. <i>(Describe how in the supporting narrative below.)</i>
	The Project serves the renewable energy supply chain. <i>(Describe how in the supporting narrative below.)</i>
	The Project improves disaster preparedness and resiliency <i>(Describe how in the supporting narrative below.)</i>
	The Project avoids adverse environmental impacts to air or water quality, wetlands, and endangered species, such as through reduction in Clean Air Act criteria pollutants and greenhouse gases, improved stormwater management, or improved habitat connectivity. <i>(Describe how in the supporting narrative below.)</i>
	The Project repairs existing dilapidated or idle infrastructure that is currently causing environmental harm. <i>(Describe that infrastructure in the supporting narrative below.)</i>
	The Project supports or incorporates the construction of energy- and location-efficient buildings. <i>(Describe how in the supporting narrative below.)</i>
	The Project includes recycling of materials, use of materials known to reduce or reverse carbon emissions, or both. <i>(Describe the materials in the supporting narrative below.)</i>

	The Recipient has taken other actions to consider climate change and environmental justice impacts of the Project, as described in the supporting narrative below.
	The Recipient has not yet taken actions to consider climate change and environmental justice impacts of the Project but will take relevant actions described in the supporting narrative below.
X	The Recipient has not taken actions to consider climate change and environmental justice impacts of the Project and will not take those actions under this award.

2. Supporting Narrative.

ATTACHMENT E LABOR AND WORKFORCE

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table align with the application:

	The Recipient demonstrate, to the full extent possible consistent with the law, an effort to create good-paying jobs with the free and fair choice to join a union and incorporation of high labor standards. <i>(Identify the relevant agreements and describe the scope of activities they cover in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted the use of local and economic hiring preferences in the overall delivery and implementation of the Project. <i>(Describe the relevant provisions in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted the use of registered apprenticeships in the overall delivery and implementation of the Project. <i>(Describe the use of registered apprenticeship in the supporting narrative below.)</i>
	The Recipient or a project partner will provide training and placement programs for underrepresented workers in the overall delivery and implementation of the Project. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will support free and fair choice to join a union in the overall delivery and implementation of the Project by investing in workforce development services offered by labor-management training partnerships or setting expectations for contractors to develop labor-management training programs. <i>(Describe the workforce development services offered by labor-management training partnerships in the supporting narrative below.)</i>
	The Recipient or a project partner will provide supportive services and cash assistance to address systemic barriers to employment to be able to participate and thrive in training and employment, including childcare, emergency cash assistance for items such as tools, work clothing, application fees and other costs of apprenticeship or required pre-employment training, transportation and travel to training and work sites, and services aimed at helping to retain underrepresented groups like mentoring, support groups, and peer networking. <i>(Describe the supportive services and/or cash assistance provided to trainees and employees in the supporting narrative below.)</i>
	The Recipient or a project partner has documented agreements or ordinances in place to hire from certain workforce programs that serve underrepresented groups. <i>(Identify the relevant agreements and describe the scope of activities they cover in the supporting narrative below.)</i>

	The Recipient or a project partner participates in a State/Regional/Local comprehensive plan to promote equal opportunity, including removing barriers to hire and preventing harassment on work sites, and that plan demonstrates action to create an inclusive environment with a commitment to equal opportunity, including: a. affirmative efforts to remove barriers to equal employment opportunity above and beyond complying with Federal law; b. proactive partnerships with the U.S. Department of Labor's Office of Federal Contract Compliance Programs to promote compliance with EO 11246 Equal Employment Opportunity requirements and meet the requirements as outlined in the Notice of Funding Opportunity to make good faith efforts to meet the goals of 6.9 percent of construction project hours being performed by women and goals that vary based on geography for construction work hours and for work being performed by people of color; c. no discriminatory use of criminal background screens and affirmative steps to recruit and include those with former justice involvement, in accordance with the Fair Chance Act and equal opportunity requirements; d. efforts to prevent harassment based on race, color, religion, sex, sexual orientation, gender identity, and national origin; e. training on anti-harassment and third-party reporting procedures covering employees and contractors; and f. maintaining robust anti-retaliation measures covering employees and contractors. <i>(Describe the equal opportunity plan in the supporting narrative below.)</i>
	The Recipient has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the project, will take relevant actions described in the supporting narrative below.
X	The Recipient has not taken actions related to the Project to improving good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

U.S. DEPARTMENT OF TRANSPORTATION

GENERAL TERMS AND CONDITIONS UNDER THE
FISCAL YEAR 2023 SAFE STREETS AND ROADS FOR ALL (“SS4A”) GRANT
PROGRAM:
FHWA PROJECTS

Date: January 4, 2024

Table of Contents

Article 7 Purpose.....	6
7.1 Purpose.....	6
Article 8 USDOT Role.....	6
8.1 Division of USDOT Responsibilities.....	6
8.2 USDOT Program Contact.	7
Article 9 Recipient Role.....	7
9.1 Statements on the Project.....	7
9.2 Statements on Authority and Capacity.....	7
9.3 USDOT Reliance.	8
9.4 Project Delivery.	8
9.5 Rights and Powers Affecting the Project.	8
9.6 Notification of Changes to Key Personnel.....	9
Article 10 Award Amount, Obligation, and Time Periods	9
10.1 Federal Award Amount.....	9
10.2 Federal Obligations.	9
10.3 Budget Period.....	10
10.4 Period of Performance.	10
Article 11 Statement of Work, Schedule, and Budget Changes	11
11.1 Notification Requirement.....	11
11.2 Statement of Work Changes.	11
11.3 Schedule Changes.	11
11.4 Budget Changes.	11
11.5 USDOT Acceptance of Changes.....	12
Article 12 General Reporting Terms.....	12
12.1 Report Submission.	12
12.2 Alternative Reporting Methods.....	13
12.3 Paperwork Reduction Act Notice.	13
Article 13 Progress and Financial Reporting.....	13
13.1 Quarterly Performance Progress Reports.....	13
13.2 Quarterly Financial Status.....	13
Article 14 Performance Reporting.....	13
14.1 Baseline Performance Measurement.....	13
14.2 SS4A Final Report:	14
Article 15 Noncompliance and Remedies.....	15
15.1 Noncompliance Determinations.....	15
15.2 Remedies.....	15
15.3 Other Oversight Entities.....	16
Article 16 Agreement Termination	16
16.1 USDOT Termination.	16
16.2 Closeout Termination.....	17
16.3 Post-Termination Adjustments.	17
16.4 Non-Terminating Events.....	17
16.5 Other Remedies.....	17
Article 17 Monitoring, Financial Management, Controls, and Records.....	18
17.1 Recipient Monitoring and Record Retention.	18
17.2 Financial Records and Audits.	18
17.3 Internal Controls.	18
17.4 USDOT Record Access.	19

Article 18 Contracting and Subawards	19
18.1 Build America, Buy America.	19
18.2 Small and Disadvantaged Business Requirements.	21
18.3 Engineering and Design Services.	21
18.4 Foreign Market Restrictions.....	21
18.5 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment...	21
18.6 Recipient Responsibilities for Subawards.....	22
18.7 Subaward and Contract Authorization.	22
Article 19 Costs, Payments, and Unexpended Funds	22
19.1 Limitation of Federal Award Amount.	22
19.2 Projects Costs.....	22
19.3 Timing of Project Costs.	22
19.4 Recipient Recovery of Federal Funds.	22
19.5 Unexpended Federal Funds.....	22
19.6 Timing of Payments to the Recipient.....	23
19.7 Payment Method.	23
19.8 Information Supporting Expenditures.....	23
19.9 Reimbursement Frequency.	23
19.10 Match.	23
Article 20 Liquidation, Adjustments, and Funds Availability.....	23
20.1 Liquidation of Recipient Obligations.....	23
Article 21 Agreement Modifications	24
21.1 Bilateral Amendments.....	24
21.2 Unilateral Contact Modifications.....	24
21.3 USDOT Unilateral Modifications.....	24
21.4 Other Modifications.	24
Article 22 Climate Change and Environmental Justice	24
22.1 Climate Change and Environmental Justice.	24
Article 23 Racial Equity and Barriers to Opportunity	24
23.1 Racial Equity and Barriers to Opportunity.....	24
Article 24 Federal Financial Assistance, Administrative, and National Policy Requirements	25
24.1 Uniform Administrative Requirements for Federal Awards.....	25
24.2 Federal Law and Public Policy Requirements.	25
24.3 Federal Freedom of Information Act.	25
24.4 History of Performance.....	25
24.5 Whistleblower Protection.....	25
24.6 External Award Terms and Obligations.....	25
24.7 Incorporated Certifications.	26
Article 25 Assignment	26
25.1 Assignment Prohibited.....	26
Article 26 Waiver.....	26
26.1 Waivers.	26
Article 27 Additional Terms and Conditions.....	27
27.1 Effect of Planning and Demonstration or Implementation Award.	27
27.2 Disclaimer of Federal Liability.....	27
27.3 Environmental Review.....	27
27.4 Railroad Coordination.....	28
27.5 Relocation and Real Property Acquisition.....	28
27.6 Equipment Disposition.....	29
Article 28 Mandatory Award Information.....	29

28.1	Information Contained in a Federal Award.	29
Article 29 Construction and Definitions		29
29.1	Attachments.	29
29.2	Exhibits.	29
29.3	Construction.....	30
29.4	Integration.	30
29.5	Definitions.....	30
Article 30 Agreement Execution and Effective Date		30
30.1	Counterparts.	30
30.2	Effective Date.	30

Index of Definitions

Administering Operating Administration	7
Environmental Review Entity.....	25
Federal Share	11
FHWA.....	7
NOFO.....	6
OMB	11
Program Statute.....	28
Project.....	19
Project Closeout	16
SS4A Grant	28
USDOT	6

GENERAL TERMS AND CONDITIONS

The Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”) established the Safe Streets and Roads for All (the “SS4A”) Discretionary Grant Program (BIL Section 24112) and appropriated funds to the United States Department of Transportation (the “USDOT”) under Division J, Title VIII of BIL to implement the program. The funds are available to provide Federal financial assistance to support local initiatives to prevent death and serious injury on roads and streets, commonly referred to as “Vision Zero” or “Toward Zero Deaths” initiatives.

The USDOT published a Notice of Funding Opportunity (the “NOFO”) to solicit applications for Federal financial assistance in Fiscal Year 2023 for the SS4A Discretionary Grant Program (88 Fed. Reg. 22090, April 12, 2023).

These general terms and conditions are incorporated by reference in a project-specific grant agreement under the fiscal year 2023 SS4A grant program. Articles 1–6 are in the project-specific portion of the agreement. The term “Recipient” is defined in the project-specific portion of the agreement. Attachments A through F are project-specific attachments.

ARTICLE 7 PURPOSE

7.1 Purpose. The purpose of this award is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development or projects focused on all users, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. The parties will accomplish that purpose by achieving the following objectives:

- (1) timely completing the Project; and
- (2) ensuring that this award does not substitute for non-Federal investment in the Project, except as proposed in the Grant Application, as modified by section 3.3 and Attachment B.

ARTICLE 8 USDOT ROLE

8.1 Division of USDOT Responsibilities.

- (a) The Office of the Secretary of Transportation is ultimately responsible for the USDOT’s administration of the SS4A Grant Program.

- (b) The Federal Highway Administration (the “FHWA”) will administer this grant agreement on behalf of the USDOT. In this agreement, the “**Administering Operating Administration**” means the FHWA.

8.2 USDOT Program Contact.

Safe Streets and Roads for All
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
SS4A.FHWA@dot.gov
(202) 366-2822

ARTICLE 9 RECIPIENT ROLE

9.1 Statements on the Project. The Recipient states that:

- (1) all material statements of fact in the Grant Application were accurate when that application was submitted; and
- (2) Attachment B documents all material changes in the information contained in that application.

9.2 Statements on Authority and Capacity. The Recipient states that:

- (1) it has the authority to receive Federal financial assistance under this agreement;
- (2) it has the legal authority to complete the Project, including either ownership and/or maintenance responsibilities over a roadway network; safety responsibilities that affect roadways; or has an agreement from the agency that has ownership and/or maintenance responsibilities for the roadway within the applicant’s jurisdiction; if applicable;
- (3) it has the capacity, including institutional, managerial, and financial capacity, to comply with its obligations under this agreement;
- (4) not less than the difference between the “Total Eligible Project Cost” and the “SS4A Grant Amount” listed in section 3.3 are committed to fund the Project;
- (5) it has sufficient funds available, or an agreement with the agency that has ownership and/or maintenance responsibilities for the roadway within the

recipient's jurisdiction, to ensure that infrastructure completed or improved under this agreement will be operated and maintained in compliance with this agreement and applicable Federal law; and

- (6) the individual executing this agreement on behalf of the Recipient has authority to enter this agreement and make the statements in this article 9 and in section 24.7 on behalf of the Recipient.

9.3 USDOT Reliance. The Recipient acknowledges that:

- (1) the USDOT relied on statements of fact in the Grant Application to select the Project to receive this award;
- (2) the USDOT relied on statements of fact in both the Grant Application and this agreement to determine that the Recipient and the Project are eligible under the terms of the NOFO;
- (3) the USDOT relied on statements of fact in both the Grant Application and this agreement to establish the terms of this agreement; and
- (4) the USDOT's selection of the Project to receive this award prevented awards under the NOFO to other eligible applicants.

9.4 Project Delivery.

- (a) The Recipient shall complete the Project under the terms of this agreement.
- (b) The Recipient shall ensure that the Project is financed, constructed, operated, and maintained in accordance with all applicable Federal laws, regulations, and policies.
- (c) The Recipient shall provide any certifications or assurances deemed necessary by the USDOT in ensuring the Recipient's compliance with all applicable laws, regulations, and policies.
- (d) The Recipient shall provide access to records as provided at 2 C.F.R. 200.337.

9.5 Rights and Powers Affecting the Project.

- (a) The Recipient shall not take or permit any action that deprives it of any rights or powers necessary to the Recipient's performance under this agreement without written approval of the USDOT.
- (b) The Recipient shall act, in a manner acceptable to the USDOT, promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others that would interfere with the Recipient's performance under this agreement.

- 9.6 Notification of Changes to Key Personnel.** The Recipient shall notify all USDOT representatives who are identified in Section 4.3 in writing within 30 calendar days of any change in key personnel who are identified in Section 4.2.

ARTICLE 10

AWARD AMOUNT, OBLIGATION, AND TIME PERIODS

- 10.1 Federal Award Amount** The USDOT hereby awards a SS4A Grant to the Recipient in the amount listed in section 2.2 as the SS4A Grant Amount.

10.2 Federal Obligations.

This agreement obligates funds for the period of performance listed on Page 1, Block 6 of the grant agreement.

(a) If the Federal Obligation Type identified in section 2.3 is “Single,” then the project-specific agreement obligates for the budget period the amount listed in Section 2.2. as the Grant Amount and sections 10.2 (c)–10.2(f) do not apply to the project specific agreement.

(b) If the Federal Obligation Type identified in section 2.3 is “Multiple,” (for phased agreements) then an amount up to the Grant Amount listed in Section 2.2 will be obligated with one initial obligation and one or more subsequent, optional obligations, as described in sections 10.2(c)–10.2(f).

(c) The Obligation Condition Table in section 2.3 allocates the Grant funds among separate phases of the Project for the purpose of the Federal obligation of funds. The scope of each phase of the Project that is identified in that table is described in section 2.3.

(d) The project-specific agreement obligates for the budget period only the amounts allocated in the Obligation Condition Table in section 2.3 to portions of the Project for which that table does not list an obligation condition.

(e) The project-specific agreement does not obligate amounts allocated in the Obligation Condition Table in section 2.3 to portions of the Project for which that table lists an obligation condition. The parties may obligate the amounts allocated to those portions of the Project only by modifying the project specific agreement under section 21.

(f) For each portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, the amount allocated in that table to that portion of the Project will be obligated if the condition is met not later than the date listed in Section 2.4 of the project-specific agreement.

(g) For any portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, if the obligation condition is satisfied, the parties amend this agreement documenting that:

(1) the FHWA determines that the obligation condition listed in that table for that portion of the Project is satisfied; and

(2) the FHWA determines that all applicable Federal requirements for obligating the amount are satisfied.

(h) The Recipient shall not request reimbursement of costs for a portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, unless the amount allocated in that table to that portion of the Project is obligated under section 10.2(c)-(f).

(i) Reserved.

(j) The Recipient acknowledges that:

(1) the FHWA is not liable for payments for a portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, unless the amount allocated in that table to that portion of the Project is obligated under section 10.2(c)-(f);

(2) any portion of the Grant that is not obligated under this section 10.2 by the budget period end date identified in the project-specific agreement for those funds lapses on the day after that date and becomes unavailable for the Project; and

(3) the FHWA may consider the failure to obligate funds by the budget period end date identified in the project-specific agreement as applicable to the Grant Program for those funds to be a basis for terminating the project-specific agreement under section 16.

10.3 Budget Period

The budget period for this award begins on the effective date of this agreement and ends on the budget period end date that is listed in section 2.4, which shall be no later than 5 years from the date of grant execution. In this agreement, “budget period” is used as defined at 2 C.F.R. 200.1.

10.4 Period of Performance.

(a) The period of performance for this award begins on the effective date of award listed in page 1 item 2 and ends on the period of performance end date that is listed in Page 1, Block 6.

(b) In this agreement, “period of performance” is used as defined at 2 C.F.R. 200.1.

ARTICLE 11

STATEMENT OF WORK, SCHEDULE, AND BUDGET CHANGES

- 11.1 Notification Requirement.** The Recipient shall notify all USDOT representatives who are identified in section 4.3 in writing within 30 calendar days of any change in circumstances or commitments that adversely affect the Recipient's plan to complete the Project. In that notification, the Recipient shall describe the change and what actions the Recipient has taken or plans to take to ensure completion of the Project. This notification requirement under this section 11.1 is separate from any requirements under this article 11 that the Recipient request amendment of this agreement.
- 11.2 Statement of Work Changes.** If the Project's activities differ from the statement of work that is described in section 3.1 and Attachment B, then the Recipient shall request an amendment of this agreement to update section 3.1.
- 11.3 Schedule Changes.** If one or more of the following conditions are satisfied, then the Recipient shall request an amendment of this agreement to update the relevant dates:
- (1) a substantial completion date for the Project or a component of the Project that is listed in section 3.2 and the Recipient's estimate for that milestone changes to a date that is more than six months after the date listed in section 3.2; or
 - (2) a schedule change would require the period of performance to continue after the period of performance end date listed on Page 1, Block 6.

For other schedule changes, the Recipient shall request an amendment of this agreement unless the USDOT has consented, in writing consistent with applicable requirements, to the change.

11.4 Budget Changes.

- (a) The Recipient acknowledges that if the cost of completing the Project increases:
 - (1) that increase does not affect the Recipient's obligation under this agreement to complete the Project; and
 - (2) the USDOT will not increase the amount of this award to address any funding shortfall.
- (b) The Recipient shall request an amendment of this agreement to update section 3.3 and Attachment B if, in comparing the Project's budget to the amounts listed in section 3.3:
 - (1) the "Non-Federal Funds" amount decreases; or
 - (2) the "Total Eligible Project Cost" amount decreases.

- (c) For budget changes that are not identified in section 11.4(b), the Recipient shall request an amendment of this agreement to update section 3.3 and Attachment B unless the USDOT has consented, in writing consistent with applicable requirements, to the change.
- (d) If the actual eligible project costs are less than the “Total Eligible Project Cost” that is listed in section 3.3, then the Recipient may propose to the USDOT, in writing consistent with applicable requirements, specific additional activities that are within the scope of this award, as defined in sections 7.1 and 3.1, and that the Recipient could complete with the difference between the “Total Eligible Project Cost” that is listed in section 3.3 and the actual eligible project costs.
- (e) If the actual eligible project costs are less than the “Total Eligible Project Cost” that is listed in section 3.3 and either the Recipient does not make a proposal under section 11.4(d) or the USDOT does not accept the Recipient’s proposal under section 11.4(d), then:
 - (1) in a request under section 11.4(b), the Recipient shall reduce the Federal Share by the difference between the “Total Eligible Project Cost” that is listed in section 3.3 and the actual eligible project costs; and
 - (2) if that amendment reduces this award and the USDOT had reimbursed costs exceeding the revised award, the Recipient shall request to add additional project work that is within the scope of this project.

In this agreement, “**Federal Share**” means the sum of the “SS4A Grant Amount” and the “Other Federal Funds” amounts that are listed in section 3.3(a).

- (f) The Recipient acknowledges that amounts that are required to be refunded under section 11.4(e)(2) constitute a debt to the Federal Government that the USDOT may collect under 2 C.F.R. 200.346 and the Federal Claims Collection Standards (31 C.F.R. parts 900–999).

11.5 USDOT Acceptance of Changes. The USDOT may accept or reject amendments requested under this article 11, and in doing so may elect to consider only the interests of the SS4A grant program and the USDOT. The Recipient acknowledges that requesting an amendment under this article 11 does not amend, modify, or supplement this agreement unless the USDOT accepts that amendment request and the parties modify this agreement under section 21.1.

ARTICLE 12

GENERAL REPORTING TERMS

12.1 Report Submission. The Recipient shall send all reports required by this agreement to all USDOT contacts who are listed in section 4.3. Reports will be added to a central repository maintained by FHWA.

12.2 Alternative Reporting Methods. FHWA may establish processes for the Recipient to submit reports required by this agreement, including electronic submission processes. If the Recipient is notified of those processes in writing, the Recipient shall use the processes required by the FHWA.

12.3 Paperwork Reduction Act Notice.

Under 5 C.F.R. 1320.6, the Recipient is not required to respond to a collection of information that does not display a currently valid control number issued by the Office of Management and Budget (the “OMB”). Collections of information conducted under this agreement are approved under OMB Control No. 2125-0675.

ARTICLE 13 PROGRESS AND FINANCIAL REPORTING

13.1 Quarterly Performance Progress Reports. Quarterly, on or before the 20th day of the first month of each calendar year (e.g., reports due on or before January 20th, April 20th, July 20th, and October 20th) and until the end of the period of performance, the Recipient shall submit to the USDOT a Quarterly Performance Progress Report in the format and with the content described in Exhibit C. If the date of this agreement is in the final month of a calendar year, then the Recipient shall submit the first Quarterly Performance Progress Report in the second calendar year that begins after the date of this agreement.

13.2 Quarterly Financial Status. Quarterly, on or before the 20th day of the first month of each calendar year (e.g., reports due on or before January 20th, April 20th, July 20th, and October 20th) and until the end of the period of performance, the Recipient shall submit a Federal Financial Report using SF-425.

ARTICLE 14 PERFORMANCE REPORTING

14.1 Baseline Performance Measurement. Recipients of Implementation Grants or Planning and Demonstration Grants with demonstration activities shall:

- (1) collect data for each performance measure that is identified in the Performance Measure Table in Attachment A, accurate as of the Baseline Measurement Date that is identified in Attachment A; and
- (2) on or before the Baseline Report Date that is stated in Attachment A, the Recipient shall submit a Baseline Performance Measurement Report that contains the data collected under this section 14.1 and a detailed description of the data sources, assumptions, variability, and estimated levels of precision for each performance measure that is identified in the Performance Measure Table in Attachment A.

14.2 SS4A Final Report: The Recipient shall submit to the USDOT, not later than 120 days after the end of the period of performance, a report in the format specified by FHWA and with the content described in Attachment A that describes, consistent with sections 24112(g)-(h) of BIL:

- (1) the costs of each eligible project and strategy carried out using the grant;
- (2) the roadway safety outcomes and any additional benefits (e.g., increased walking, biking, or transit use without a commensurate increase in serious and fatal crashes, etc.) that each such project and strategy has generated, as—
 - identified in the grant application; and
 - measured by data to the maximum extent practicable;
- (3) the percent of funds spent in, and providing benefits to, underserved communities; and
- (4) the lessons learned, and any recommendations related to future projects or strategies to prevent death and serious injuries on roads and streets.

14.3 Performance Measurement Information.

For each performance measure identified to be submitted annually in the Performance Measure Table in Attachment A, not later than January 31 of each year, the Recipient shall submit to the USDOT a Performance Measurement Report containing the data collected in the previous calendar year and stating the dates when the data was collected.

14.4 Performance Reporting Survival.

The data collection and reporting requirements in this article 14 survive the termination of this agreement which is three years post period of performance.

14.5 Program Evaluation.

As a condition of grant award, the recipient may be required to participate in an evaluation undertaken by USDOT, or another agency or partner. The evaluation may take different forms such as an implementation assessment across grant recipients, an impact and/or outcomes analysis of all or selected sites within or across grant recipients, before/after photographs of the sites, qualitative activities such as videos describing the project and its impact on the community, or a benefit/cost analysis or assessment of return on investment. The Department may require applicants to collect data elements to aid the evaluation. As a part of the evaluation, as a condition of award, grant recipients must agree to: (1) make records available to the evaluation contractor; (2) provide access to program records, and any other relevant documents to calculate costs and benefits; (3) in the case of an impact analysis, facilitate the access to relevant information as requested; and (4) follow evaluation procedures as specified by the evaluation contractor or USDOT staff.

ARTICLE 15

NONCOMPLIANCE AND REMEDIES

15.1 Noncompliance Determinations.

- (a) If the USDOT determines that the Recipient may have failed to comply with the United States Constitution, Federal law, or the terms and conditions of this agreement, the USDOT may notify the Recipient of a proposed determination of noncompliance. For the notice to be effective, it must be written and the USDOT must include an explanation of the nature of the noncompliance, describe a remedy, state whether that remedy is proposed or effective at an already determined date, and describe the process through and form in which the Recipient may respond to the notice.
- (b) If the USDOT notifies the Recipient of a proposed determination of noncompliance under section 15.1(a), the Recipient may, not later than 7 calendar days after the notice, respond to that notice in the form and through the process described in that notice. In its response, the Recipient may:
 - (1) accept the remedy;
 - (2) acknowledge the noncompliance, but propose an alternative remedy; or
 - (3) dispute the noncompliance.

To dispute the noncompliance, the Recipient must include in its response documentation or other information supporting the Recipient's compliance.

- (c) The USDOT may make a final determination of noncompliance only:
 - (1) after considering the Recipient's response under section 15.1(b); or
 - (2) if the Recipient fails to respond under section 15.1(b), after the time for that response has passed.
- (d) To make a final determination of noncompliance, the USDOT must provide a notice to the Recipient that states the basis for that determination.

15.2 Remedies.

- (a) If the USDOT makes a final determination of noncompliance under section 15.1(d), the USDOT may impose a remedy, including:
 - (1) additional conditions on the award;
 - (2) any remedy permitted under 2 C.F.R. 200.339–200.340, including withholding of payments; disallowance of previously reimbursed costs, requiring refunds from the Recipient to USDOT; suspension or termination of the award; or suspension and disbarment under 2 C.F.R. part 180; or

- (3) any other remedy legally available.
- (b) To impose a remedy, the USDOT must provide a written notice to the Recipient that describes the remedy, but the USDOT may make the remedy effective before the Recipient receives that notice.
- (c) If the USDOT determines that it is in the public interest, the USDOT may impose a remedy, including all remedies described in section 15.2(a), before making a final determination of noncompliance under section 15.1(d). If it does so, then the notice provided under section 15.1(d) must also state whether the remedy imposed will continue, be rescinded, or modified.
- (d) In imposing a remedy under this section 15.2 or making a public interest determination under section 15.2(c), the USDOT may elect to consider the interests of only the USDOT.
- (e) The Recipient acknowledges that amounts that the USDOT requires the Recipient to refund to the USDOT due to a remedy under this section 15.2 constitute a debt to the Federal Government that the USDOT may collect under 2 C.F.R. 200.346 and the Federal Claims Collection Standards (31 C.F.R. parts 900–999).

15.3 Other Oversight Entities.

Nothing in this article 15 limits any party's authority to report activity under this agreement to the United States Department of Transportation Inspector General or other appropriate oversight entities.

ARTICLE 16 AGREEMENT TERMINATION

16.1 USDOT Termination.

- (a) The USDOT may terminate this agreement and all its obligations under this agreement if any of the following occurs:
 - (1) the Recipient fails to obtain or provide any non-SS4A Grant contribution (all eligible project costs other than the SS4A Grant Amount, as described in section 3.3(a) of the grant agreement) or alternatives approved by the USDOT as provided in this agreement and consistent with article 3;
 - (2) a construction start date for the project or strategy is listed in section 3.2 and the Recipient fails to meet that milestone by six months after the date listed in section 3.2;

- (3) a substantial completion date for the project or strategy is listed in section 3.2 and the Recipient fails to meet that milestone by six months after the date listed in section 3.2;
 - (4) the Recipient fails to comply with the terms and conditions of this agreement, including a material failure to comply with the schedule in section 3.2 even if it is beyond the reasonable control of the Recipient; or,
 - (5) the USDOT determines that termination of this agreement is in the public interest.
 - (6) the Recipient fails to expend the funds within 5 years after the date on which the government executes the grant agreement, which is the date funds are provided for the project.
- (b) In terminating this agreement under this section, the USDOT may elect to consider only the interests of the USDOT.
- (c) This section 16.1 does not limit the USDOT's ability to terminate this agreement as a remedy under section 15.2.
- (d) The Recipient may request that the USDOT terminate the agreement under this section 16.1.

16.2 Closeout Termination.

- (a) This agreement terminates on Project Closeout.
- (b) In this agreement, "**Project Closeout**" means the date that the USDOT notifies the Recipient that the award is closed out. Under 2 C.F.R. 200.344, Project Closeout should occur no later than one year after the end of the period of performance.

16.3 Post-Termination Adjustments. The Recipient acknowledges that under 2 C.F.R. 200.345–200.346, termination of the agreement does not extinguish the USDOT's authority to disallow costs, including costs that USDOT reimbursed before termination, and recover funds from the Recipient.

16.4 Non-Terminating Events.

- (a) The end of the period of performance described under section 10.4 does not terminate this agreement or the Recipient's obligations under this agreement.
- (b) The liquidation of funds under section 20.1 does not terminate this agreement or the Recipient's obligations under this agreement.

16.5 Other Remedies. The termination authority under this article 16 supplements and does not limit the USDOT's remedial authority under article 15 or 2 C.F.R. part 200, including 2 C.F.R. 200.339–200.340.

ARTICLE 17
MONITORING, FINANCIAL MANAGEMENT, CONTROLS, AND RECORDS

17.1 Recipient Monitoring and Record Retention.

- (a) The Recipient shall monitor activities under this award, including activities under subawards and contracts, to ensure:
 - (1) that those activities comply with this agreement; and
 - (2) that funds provided under this award are not expended on costs that are not allowable under this award or not allocable to this award.
- (b) If the Recipient makes a subaward under this award, the Recipient shall monitor the activities of the subrecipient in compliance with 2 C.F.R. 200.332(d).
- (c) The Recipient shall retain records relevant to the award as required under 2 C.F.R. 200.334.

17.2 Financial Records and Audits.

- (a) The Recipient shall keep all project accounts and records that fully disclose the amount and disposition by the Recipient of the award funds, the total cost of the project, and the amount or nature of that portion of the cost of the project supplied by other sources, and any other financial records related to the project.
- (b) The Recipient shall keep accounts and records described under section 17.2(a) in accordance with a financial management system that meets the requirements of 2 C.F.R. 200.301–200.303, 2 C.F.R. part 200, subpart F, and title 23, United States Code, and will facilitate an effective audit in accordance with 31 U.S.C. 7501–7506.
- (c) The Recipient shall separately identify expenditures under the fiscal year 2023 SS4A grants program in financial records required for audits under 31 U.S.C. 7501–7506. Specifically, the Recipient shall:
 - (1) list expenditures under that program separately on the schedule of expenditures of Federal awards required under 2 C.F.R. part 200, subpart F, including “FY 2023” in the program name; and
 - (2) list expenditures under that program on a separate row under Part II, Item 1 (“Federal Awards Expended During Fiscal Period”) of Form SF-SAC, including “FY 2023” in column c (“Additional Award Identification”).

17.3 Internal Controls. The Recipient shall establish and maintain internal controls as required under 2 C.F.R. 200.303.

17.4 USDOT Record Access. The USDOT may access Recipient records related to this award under 2 C.F.R. 200.337.

ARTICLE 18 CONTRACTING AND SUBAWARDS

18.1 Build America, Buy America. This award term implements § 70914(a) of the Build America, Buy America Act, Pub. L. No. 117-58, div. G, tit. IX, subtitle A, 135 Stat. 429, 1294 (2021) and Office of Management and Budget (OMB) Memorandum M-22-11, “Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.”

Requirement to Use Iron, Steel, Manufactured Products, and Construction Materials Produced in the United States.

The Recipient shall not use funds provided under this award for a project for infrastructure unless:

- (1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product; and
- (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

Inapplicability.

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

Waivers.

When necessary, the Recipient may apply for, and the USDOT may grant, a waiver from the domestic content procurement preference in this award term.

A request to waive the application of the domestic content procurement preference must be in writing. The USDOT will provide instructions on the waiver process and on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Office of Management and Budget (OMB) Made in America Office.

When the USDOT has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the USDOT determines that:

- (1) applying the domestic content procurement preference would be inconsistent with the public interest;
- (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at <https://www.transportation.gov/office-policy/transportation-policy/made-in-america>.

Definitions

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

- non-ferrous metals;
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- glass (including optic glass);
- lumber; or
- drywall.

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

“Primarily iron or steel” means that the cost of the iron and steel content in the article, material, or supply exceeds 50 percent of the total cost of all its components. The cost of iron and steel is the cost of the iron or steel mill products (such as bar, billet, slab, wire, plate, or sheet), castings, or forgings utilized in the manufacture of the product and a good faith estimate of the cost of iron

or steel components. The origin of the elements of the iron or steel is not relevant to the determination of whether it is domestic or foreign.

“Project” means the development of a safety action plan (including supplemental and topical plans) or the temporary or permanent construction, alteration, maintenance, or repair of infrastructure in the United States.

- (a) Construction materials used in the Project are subject to the domestic preference requirement at § 70914 of the Build America, Buy America Act, Pub. L. No. 117-58, div. G, tit. IX, subtitle A, 135 Stat. 429, 1294 (2021), as implemented by OMB, USDOT, and FHWA. The Recipient acknowledges that this agreement is neither a waiver of § 70914(a) nor a finding under § 70914(b).
- (b) Under 2 C.F.R. 200.322, as appropriate and to the extent consistent with law, the Recipient should, to the greatest extent practicable under this award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The Recipient shall include the requirements of 2 C.F.R. 200.322 in all subawards including all contracts and purchase orders for work or products under this award.

18.2 Small and Disadvantaged Business Requirements. The Recipient shall expend all funds under this award in compliance with the requirements at 2 C.F.R. 200.321 (“Contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms”).

18.3 Engineering and Design Services. The Recipient shall award each contract or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner that a contract for architectural and engineering services is negotiated under 2 C.F.R. 200.320 or an equivalent qualifications-based requirement prescribed for or by the Recipient.

18.4 Foreign Market Restrictions. The Recipient shall not allow funds provided under this award to be used to fund the use of any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

18.5 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. The Recipient acknowledges that Section 889 of Pub. L. No. 115-232, 2 C.F.R. 200.216 and 2 C.F.R. 200.471 prohibit the Recipient and all subrecipients from procuring or obtaining certain telecommunications and video surveillance services or equipment under this award.

18.6 Recipient Responsibilities for Subawards. If the Recipient makes a subaward under this award, the Recipient shall comply with the requirements on pass-through entities under 2 C.F.R. parts 200 and 1201, including 2 C.F.R. 200.331–200.333.

18.7 Subaward and Contract Authorization.

If the USDOT Office for Subaward and Contract Authorization identified in section 5.1 is “FHWA Office of Acquisition and Grants Management,” then the Recipient shall obtain prior written approval from the USDOT agreement officer for the subaward or contracting out of any new work under this agreement for non-construction awards. This provision is in accordance with 2 CFR 200.308(c)(6) and does not apply to the acquisition of supplies, material, equipment or general support services.

**ARTICLE 19
COSTS, PAYMENTS, AND UNEXPENDED FUNDS**

19.1 Limitation of Federal Award Amount. Under this award, the USDOT shall not provide funding greater than the amount obligated on the SS4A Grant cover page, Item 11, Federal Funds Obligated. The Recipient acknowledges that USDOT is not liable for payments exceeding that amount, and the Recipient shall not request reimbursement of costs exceeding that amount.

19.2 Projects Costs. This award is subject to the cost principles at 2 C.F.R. part 200 subpart E, including provisions on determining allocable costs and determining allowable costs.

19.3 Timing of Project Costs.

- (a) The Recipient shall not charge to this award costs that are incurred after the period of performance.
- (b) The Recipient shall not charge to this award costs that were incurred before the effective date of award of this agreement, unless there has been an approval of pre-award costs under 2 C.F.R. 200.458.

19.4 Recipient Recovery of Federal Funds. The Recipient shall make all reasonable efforts, including initiating litigation, if necessary, to recover Federal funds if the USDOT determines, after consultation with the Recipient, that those funds have been spent fraudulently, wastefully, or in violation of Federal laws, or misused in any manner under this award. The Recipient shall not enter a settlement or other final position, in court or otherwise, involving the recovery of funds under the award unless approved in advance in writing by the USDOT.

19.5 Unexpended Federal Funds. Any Federal funds that are awarded at section 10.1 but not expended on allocable, allowable costs remain the property of the United States.

19.6 Timing of Payments to the Recipient. When reimbursement is used, the Recipient shall not request reimbursement of a cost before the Recipient has entered an obligation for that cost.

19.7 Payment Method. The USDOT may deny a payment request that is not submitted using the method identified in section 5.2.

19.8 Information Supporting Expenditures

(a) If the USDOT Payment System identified in section 5.2 is “DELPHI iSupplier,” then when requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs), shall identify the Federal share and the Recipient’s share of costs, and shall submit supporting cost detail to clearly document all costs incurred. As supporting cost detail, the Recipient shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, and travel.

(b) If the Recipient submits a request for reimbursement that the USDOT determines does not include or is not supported by sufficient detail, the USDOT may deny the request or withhold processing the request until the Recipient provides sufficient detail.

19.9 Reimbursement Frequency. If the USDOT Payment System identified in section 5.2 is “DELPHI iSupplier,” then the Recipient shall not request reimbursement more frequently than monthly.

19.10 Match. The recipient should show on each request for reimbursement that at least 20 percent of the incurred costs will count towards match. If the recipient intends to vary the match percentage over the life of the project, it must communicate its plan to USDOT. The recipient is responsible for tracking match according to the plan. At the completion of the grant award, the cost share requirement must be met, and Federal funds must not exceed the project's Federal share.

ARTICLE 20

LIQUIDATION, ADJUSTMENTS, AND FUNDS AVAILABILITY

20.1 Liquidation of Recipient Obligations.

(a) The Recipient shall liquidate all obligations of award funds under this agreement not later than the earlier of (1) 120 days after the end of the period of performance or (2) the statutory availability to eligible entities date, which shall be 5 years after the date on which the grant is provided.

- (b) Liquidation of obligations and adjustment of costs under this agreement follow the requirements of 2 C.F.R. 200.344–200.346.

ARTICLE 21 AGREEMENT MODIFICATIONS

21.1 Bilateral Amendments. The parties may amend, modify, or supplement this agreement by mutual agreement in writing signed by the USDOT and the Recipient. Either party may request to amend, modify, or supplement this agreement by written notice to the other party.

21.2 Unilateral Contact Modifications.

- (a) The USDOT may update the contacts who are listed in sections 4.3 by written notice to all of the Recipient contacts who are listed in section 4.1.

21.3 USDOT Unilateral Modifications.

- (a) The USDOT may unilaterally modify this agreement to comply with Federal law, including the Program Statute.
- (b) To unilaterally modify this agreement under this section 21.3(a), the USDOT must provide a notice to the Recipient that includes a description of the modification and state the date that the modification is effective.

21.4 Other Modifications. The parties shall not amend, modify, or supplement this agreement except as permitted under sections 21.1, 21.2, or 21.3. If an amendment, modification, or supplement is not permitted under section 21.1, not permitted under section 21.2, and not permitted under section 21.3, it is void.

ARTICLE 22 CLIMATE CHANGE AND ENVIRONMENTAL JUSTICE

22.1 Climate Change and Environmental Justice. Consistent with Executive Order 14008, “Tackling the Climate Crisis at Home and Abroad” (Jan. 27, 2021), Attachment C documents the consideration of climate change and environmental justice impacts of the Project.

ARTICLE 23 RACIAL EQUITY AND BARRIERS TO OPPORTUNITY

23.1 Racial Equity and Barriers to Opportunity. Consistent with Executive Order 13985, “Advancing Racial Equity and Support for Underserved Communities Through the

Federal Government” (Jan. 20, 2021), Attachment D documents activities related to the Project to improve racial equity and reduce barriers to opportunity.

ARTICLE 24

FEDERAL FINANCIAL ASSISTANCE, ADMINISTRATIVE, AND NATIONAL POLICY REQUIREMENTS

24.1 Uniform Administrative Requirements for Federal Awards. The Recipient shall comply with the obligations on non-Federal entities under 2 C.F.R. parts 200 and 1201.

24.2 Federal Law and Public Policy Requirements.

- (a) The Recipient shall ensure that Federal funding is expended in full accordance with the United States Constitution, Federal law, and statutory and public policy requirements: including but not limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination.
- (b) The failure of this agreement to expressly identify Federal law applicable to the Recipient or activities under this agreement does not make that law inapplicable.

24.3 Federal Freedom of Information Act.

- (a) The USDOT is subject to the Freedom of Information Act, 5 U.S.C. 552.
- (b) The Recipient acknowledges that the Technical Application and materials submitted to the USDOT by the Recipient related to this agreement may become USDOT records subject to public release under 5 U.S.C. 552.

24.4 History of Performance. Under 2 C.F.R. 200.206, any Federal awarding agency may consider the Recipient’s performance under this agreement when evaluating the risks of making a future Federal financial assistance award to the Recipient.

24.5 Whistleblower Protection.

- (a) The Recipient acknowledges that it is a “grantee” within the scope of 41 U.S.C. 4712, which prohibits the Recipient from taking certain actions against an employee for certain disclosures of information that the employee reasonably believes are evidence of gross mismanagement of this award, gross waste of Federal funds, or a violation of Federal law related this this award.
- (b) The Recipient shall inform its employees in writing of the rights and remedies provided under 41 U.S.C. 4712, in the predominant native language of the workforce.

24.6 External Award Terms and Obligations.

- (a) In addition to this document and the contents described in article 29, this agreement includes the following additional terms as integral parts:

- (1) Appendix A to 2 C.F.R. part 25: System for Award Management and Universal Identifier Requirements;
- (2) Appendix A to 2 C.F.R. part 170: Reporting Subawards and Executive Compensation;
- (3) 2 C.F.R. 175.15(b): Trafficking in Persons; and
- (4) Appendix XII to 2 C.F.R. part 200: Award Term and Condition for Recipient Integrity and Performance Matters.

(b) The Recipient shall comply with:

- (1) 49 C.F.R. part 20: New Restrictions on Lobbying;
- (2) 49 C.F.R. part 21: Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964;
- (3) 49 C.F.R. part 27: Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance; and
- (4) Subpart B of 49 C.F.R. part 32: Governmentwide Requirements for Drug-free Workplace (Financial Assistance).

24.7 Incorporated Certifications. The Recipient makes the statements in the following certifications, which are incorporated by reference:

- (1) Appendix A to 49 C.F.R. part 20 (Certification Regarding Lobbying).

ARTICLE 25 ASSIGNMENT

25.1 Assignment Prohibited. The Recipient shall not transfer to any other entity any discretion granted under this agreement, any right to satisfy a condition under this agreement, any remedy under this agreement, or any obligation imposed under this agreement.

ARTICLE 26 WAIVER

26.1 Waivers.

- (a) A waiver granted by USDOT under this agreement will not be effective unless it is in writing and signed by an authorized representative of USDOT.

- (b) A waiver granted by USDOT under this agreement on one occasion will not operate as a waiver on other occasions.
- (c) If USDOT fails to require strict performance of a provision of this agreement, fails to exercise a remedy for a breach of this agreement, or fails to reject a payment during a breach of this agreement, that failure does not constitute a waiver of that provision or breach.

ARTICLE 27

ADDITIONAL TERMS AND CONDITIONS

27.1 Effect of Planning and Demonstration or Implementation Award. Based on information that the Recipient provided to the USDOT, including the Grant Application, as indicated in section 2.5, this agreement designates this award as a Planning and Demonstration award or an Implementation award, as defined in the NOFO. The Recipient shall comply with the requirements that accompany that designation as listed in the FY 2023 Notice of Funding Opportunity for Safe Streets and Roads for All.

27.2 Disclaimer of Federal Liability. The USDOT shall not be responsible or liable for any damage to property or any injury to persons that may arise from, or be incident to, performance or compliance with this agreement.

27.3 Environmental Review

(a) In this section, “**Environmental Review Entity**” means:

- (1) if the Project is located in a State that has assumed responsibilities for environmental review activities under 23 U.S.C. 326 or 23 U.S.C. 327 and the Project is within the scope of the assumed responsibilities, the State; and
- (2) for all other cases, the FHWA.

(b) Except as authorized under section 27.3(c), the Recipient shall not begin final design; acquire real property, construction materials, or equipment; begin construction; or take other actions that represent an irretrievable commitment of resources for the Project unless and until:

- (1) the Environmental Review Entity complies with the National Environmental Policy Act, 42 U.S.C. 4321 to 4370m-12, and any other applicable environmental laws and regulations; and
- (2) if the Environmental Review Entity is not the Recipient, the Environmental Review Entity provides the Recipient with written notice that the environmental review process is complete.

- (c) If the Recipient is using procedures for early acquisition of real property under 23 C.F.R. 710.501 or hardship and protective acquisitions of real property 23 C.F.R. 710.503, the Recipient shall comply with 23 C.F.R. 771.113(d)(1).
- (d) The Recipient acknowledges that:
 - (1) the Environmental Review Entity's actions under section 27.3(a) depend on the Recipient conducting necessary environmental analyses and submitting necessary documents to the Environmental Review Entity; and
 - (2) applicable environmental statutes and regulation may require the Recipient to prepare and submit documents to other Federal, State, and local agencies.
- (e) Consistent with 23 C.F.R. 771.105(a), to the extent practicable and consistent with Federal law, the Recipient shall coordinate all environmental investigations, reviews, and consultations as a single process.
- (f) The activities described in this agreement may inform environmental decision-making processes, but the parties do not intend this agreement to document the alternatives under consideration under those processes. If a build alternative is selected that does not align information in this agreement, then:
 - (1) the parties may amend this agreement under section 21.1 for consistency with the selected build alternative; or
 - (2) if the USDOT determines that the condition at section 16.1(a)(5) is satisfied, the USDOT may terminate this agreement under section 16.1(a)(5).
- (g) The Recipient shall complete any mitigation activities described in the environmental document or documents for the Project, including the terms and conditions contained in the required permits and authorizations for the Project.

27.4 Railroad Coordination. If the agreement includes one or more milestones identified as a "Railroad Coordination Agreement," then for each of those milestones, the Recipient shall enter a standard written railroad coordination agreement, consistent with 23 C.F.R. 646.216(d), no later than the deadline date identified for that milestone, with the identified railroad for work and operation within that railroad's right-of-way.

27.5 Relocation and Real Property Acquisition.

- (a) The Recipient shall comply with the land acquisition policies in 49 C.F.R. part 24 subpart B and shall pay or reimburse property owners for necessary expenses as specified in that subpart.
- (b) The Recipient shall provide a relocation assistance program offering the services described in 49 C.F.R. part 24 subpart C and shall provide reasonable relocation payments and assistance to displaced persons as required in 49 C.F.R. part 24 subparts D–E.

- (c) The Recipient shall make available to displaced persons, within a reasonable period of time prior to displacement, comparable replacement dwellings in accordance with 49 C.F.R. part 24 subpart E.

27.6 Equipment Disposition.

- (a) In accordance with 2 C.F.R. 200.313 and 1201.313, if the Recipient or a subrecipient acquires equipment under this award, then when that equipment is no longer needed for the Project that entity shall request disposition instructions from the FHWA.
- (b) In accordance with 2 C.F.R. 200.443(d), the distribution of the proceeds from the disposition of equipment must be made in accordance with 2 C.F.R. 200.313–200.316 and 2 C.F.R. 1201.313.
- (c) The Recipient shall ensure compliance with this section (27.6) for all tiers of subawards under this award.

ARTICLE 28 MANDATORY AWARD INFORMATION

28.1 Information Contained in a Federal Award. For 2 C.F.R. 200.211:

- (1) the “Federal Award Date” is the date of this agreement, as defined under section 30.2;
- (2) the “Assistance Listings Number” is 20.939 and the “Assistance Listings Title” is “Safe Streets and Roads for All Grant Program”; and
- (3) this award is not for research and development.

ARTICLE 29 CONSTRUCTION AND DEFINITIONS

29.1 Attachments. This agreement includes the following attachments as integral parts unless Attachments F is not required for certain SS4A Grants:

Attachment A	Performance Measurement Information
Attachment B	Changes from Application
Attachment C	Racial Equity and Barriers to Opportunity
Attachment D	Climate Change and Environmental Justice Impacts
Attachment E	Labor and Workforce
Attachment F	Critical Infrastructure Security and Resilience

29.2 Exhibits. The following exhibits, which are in the document titled “Exhibits to FHWA Grant Agreements Under the Fiscal Year 2023 SS4A Grant Program”, dated January 4,

2024, and available at <https://www.transportation.gov/grants/ss4a/grant-agreements>, are part of this agreement.

Exhibit A	Applicable Federal Laws and Regulations
Exhibit B	Additional Standard Terms
Exhibit C	Quarterly Performance Progress Reports: Format and Content
Exhibit D	Form for Subsequent Obligation of Funds

29.3 Construction. If a provision in the exhibits or the attachments conflicts with a provision in articles 1–30, then the provision in articles 1–30 prevails. If a provision in the attachments conflicts with a provision in the exhibits, then the provision in the attachments prevails.

29.4 Integration. This agreement constitutes the entire agreement of the parties relating to the SS4A grant program and awards under that program and supersedes any previous agreements, oral or written, relating to the SS4A grant program and awards under that program.

29.5 Definitions. In this agreement, the following definitions apply:

“**Program Statute**” means the BIL section 24112 and statutory text under the heading “Safe Streets and Roads for All Grants” in title I of division J of the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58 (November 15, 2021), and all other provisions of that act that apply to amounts appropriated under that heading.

“**Project**” means the project proposed in the Grant Application, as modified by the negotiated provisions of this agreement.

“**SS4A Grant**” means an award of funds that were made available under the SS4A NOFO.

“**Grant Application**” means the application identified in section 2.1, including Standard Form 424 and all information and attachments submitted with that form through Grants.gov.

ARTICLE 30

AGREEMENT EXECUTION AND EFFECTIVE DATE

30.1 Counterparts. This agreement may be executed in counterparts, which constitute one document. The parties intend each countersigned original to have identical legal effect.

30.2 Effective Date. The agreement will become effective when all parties have signed it. The effective date of this agreement will be the date this agreement is signed by the last party to sign it. This instrument constitutes a SS4A Grant when the USDOT’s authorized representative signs it.



June 7, 2024

Mr. Jeff Herczeg
Director of Public Works
City of Novi, Department of Public Works
26300 Lee Begole Drive
Novi, MI 48375

RE: Safe Streets and Roads for All (SS4A) Safety Action Plan
Scope of Engineering Services

Dear Mr. Herczeg:

We are submitting this scope of services as a follow-up to our prior discussions and the City's desire to implement the "Safe Streets and Roads for All" program and develop a comprehensive Safety Action Plan. The following outlines our Project Understanding, Scope of Services, Schedule, and Fee to assist with this project.

PROJECT UNDERSTANDING

The City of Novi has received federal funding through the SS4A program to develop a comprehensive Safety Action Plan supporting the Towards Zero Deaths initiative. This process will provide an opportunity to document the policies and procedures already in place, incorporate industry best practices, and set a framework to allow for the application of the Safety Action Plan. The development of the Safety Action Plan will be guided by a group of stakeholders representing diverse interests in the transportation system. Selected by the City of Novi, the Safety Action Plan Committee (SAPC) is anticipated to include representatives from City Administration, City Council, Public Safety, Public Works, Community Development, RCOC, and SEMCOG, as well as other interested groups in the City such as public school systems, advocate groups, and key businesses. This Committee will be tasked with oversight on the development, implementation, and continued monitoring of the Safety Action Plan.

The development of a comprehensive Safety Action Plan will include a review of other agencies plans and policies to identify successful components for additional consideration. Historical Crash Data is expected to be a key component of the analysis portion of the Safety Action Plan. Developing and implementing a method for systemwide analysis will provide identification guidance for locations that may warrant additional investigation. This data driven analysis will identify existing crash patterns and historical trends, allowing crash history to be considered alongside other Safety Action Plan goals.

Engagement and Collaboration with the general public, private sector and community groups will allow for the incorporation of the Safety Action Plan into the larger community planning goals. This engagement is especially critical where overlapping jurisdictions will benefit from planning initiative and policy consistency. The incorporation of equity considerations into the Safety Action Plan allows for a planning process in which historically disadvantaged communities share in the benefits of any proposed safety improvements and reductions in the number and severity of traffic crashes. These communities often experience a disproportionate amount of non-motorized crashes. Including the consideration of non-motorized crash data in the evaluation process could serve as a starting point to help address equity issues in the system.

OHM Advisors®

2365 PONTIAC RD, SUITE 201
AUBURN HILLS, MICHIGAN 48326

T 248.751.3100
F 248.287.4201

OHM-Advisors.com



The Safety Action Plan will establish a procedure for regularly reviewing available data sets to guide the management of transportation safety initiatives and projects. Development of the Safety Action Plan will identify priority locations for further analysis with the goal of identifying proposed safety countermeasures and potential network improvements. Prioritization of these projects will require analysis of potential solutions.

The preliminary analysis of identified priority locations will review the existing conditions and identify opportunities for improvement. The complexity of the analysis will depend on the identified concerns as well as site and geometric constraints. The anticipated analysis includes:

- ▼ Traffic safety
- ▼ Traffic capacity and operations
- ▼ Basic geometric considerations
- ▼ Approximate proposed right-of-way impacts
- ▼ Conceptual engineer's opinion of probable cost

Once recommendations and preferred alternatives are identified, the City will look to prioritize projects and initiatives to maximize the opportunity to pursue all safety improvement potential of available funding sources.

SCOPE OF SERVICES

Our work plan includes the tasks required to assist the City in development of the Safety Action Plan. Specific tasks to complete this project are as follows:

Task 1: Leadership Commitments and Goal Setting

Official commitment to an ambitious percentage reduction in fatalities and serious injuries requires a comprehensive understanding of the existing policies, procedures, and performance of the transportation network. Review of existing best practice plans, coordination with other planning agencies and developing an understanding of the current City of Novi system will allow the appropriate officials to make such a commitment with confidence. With a thorough understanding of the City's existing policies and performance, City leadership can present a commitment to safety that allows the communities goals to be met. Specific OHM Team work items in this task consist of:

- ▼ Technical Review of all available previously completed studies, including notable findings and applicable recommendations. Existing studies include:
 - SEMCOG Safety Plan
 - RCOC Safe Streets for All Plan
 - Novi Transportation Asset Management Plan
 - Novi Active Mobility Plan
 - Novi Master Plan
 - Novi Road Committee Report
- ▼ Identification of coordination opportunities with RCOC and other agencies
- ▼ Documentation of the Safety Action Plan Goals as set by the SAPC and adopted by City Administration
- ▼ Development of leadership commitment statement and resolution in collaboration with City Staff and the SAPC to be adopted by City Administration

Task 2: Planning Structure

The development, implementation and continued monitoring of the Safety Action Plan will be overseen by the SAPC. Member of the SAPC will be identified by the City of Novi and are anticipated to include representatives from City Administration, City Council, Public Safety, Public Works, Community Development, RCOC, and



SEMCOG, as well as other interested groups in the City such as public school systems, advocate groups, and key businesses. The SAPC will be responsible for providing guidance on the development of the SS4A Plan, reviewing and providing input on plan recommendations, assisting in the development of plan goals and objectives, and helping to distribute project information within the City of Novi. Specific work items in this task consist of:

- Coordinating and facilitating up to 3 meetings with the SAPC

Task 3: Safety Analysis

Planning efforts that aim to provide a significant reduction in traffic fatalities and serious injuries require detailed analysis of existing crash history both to guide the selection of targeted improvements and to continue monitoring the plan as it is implemented. The data collected as part of the Safety Analysis will be used to identify priority locations for potential safety improvements. Specific OHM Team work items in this task consist of:

- Development of a safety data review structure to allow for the incorporation of up-to-date crash history into the Safety Action Plan
- Identification of crash patterns to prioritize for detailed safety reviews with consultation of the SAPC
- Data analysis of the past 3 years of crash data acquired through the City of Novi's ongoing partnership with the Traffic Improvement Association (TIA), stratified between intersections and roadway segments, to identify current system crash patterns and trends using web-based mapping applications and dashboards.
- Data analysis to identify High Risk Locations as defined by the SAPC. This may involve measures of crash frequency, crash rate, crash severity or other possible criteria.
- Cross analysis of the High Risk Locations with other SAPC defined priority areas such as transit routes, non-motorized activities and/or equity emphasis areas
- Detailed crash analysis at identified priority High Risk Locations. For an initial proof of concept for the methodology and tools, we assume up to twelve (12) detailed analyses, which would be a mixture of intersections and roadway segments. Subsequent decisions on the number of detailed analyses will be determined in consultation with the SAPC.

Task 4: Engagement and Collaboration

Within any portion of the public road system, local residents are often an untapped source of firsthand knowledge. By reaching out to local governments, businesses, community organizations and members of the communities early and often throughout the planning process concerns not immediately evident in crash data reviews can be identified earlier in the process. A multi-pronged approach is proposed that utilizes both digital engagement tools and formal town hall meetings to allow interested residents to learn more about the planning process and provide feedback to the SAPC. Specific OHM Team work items in this task consist of:

- Providing information for public distribution through the City of Novi Community Relations Department.
- Incorporation into the Safety Action Planning process of community concerns gathered by the City of Novi Community Relations Department
- Participation in two public engagement meetings. The first meeting will focus on transportation safety policy, reviewing existing policies and providing policy feedback to the SAPC. The second meeting will focus on the development of the Safety Plan and the plans for program implementation. The meeting format will be developed in collaboration with the City team and the SAPC.
- Documentation of public engagement analysis in the Safety Action Plan. This documentation will provide a summary of the public engagement and outreach components of the plan development process.
- Comment review and summary including identification of potential High Risk Locations.



Task 5: Equity Considerations

Historically, areas with higher concentrations of equity populations experience a disproportionate number of traffic fatalities when compared to other locations. SEMCOG's Equity Emphasis Area tool will be used to identify the census tracts within the City of Novi that contain higher levels of minority populations, individuals in poverty, limited English proficiency residents, zero car households, and more. The equity analysis will be used as part of the prioritization methodology to highlight areas to consider for safety treatments. Specific OHM Team work items in this task consist of:

- ▶ Compile GIS data from SEMCOG's Equity Emphasis Area Analysis to identify areas within the city that have disproportionate percentages of minorities, zero car households, disabilities, poverty, and other factors.
- ▶ Overlay Equity Emphasis Areas with other key Safety Action Plan data to assist in identifying High Risk Locations.
- ▶ Documentation of the Equity Considerations incorporated in the Safety Action Plan

Task 6: Policy and Process Changes

Implementation of the Safety Action Plan may require revisions to existing policies, procedures, and processes. Potential policy changes will be gathered as part of the Best Practice research in Task 1. Those that are identified as potential solutions will be vetted with City staff and the SAPC. Through the Safety Action Plan development process, these documents will be reviewed to identify opportunities to improve the prioritization of transportation safety. Specific OHM Team work items in this task consist of:

- ▶ Technical review and documentation of existing City of Novi policy and procedures relating to roadway safety initiatives
- ▶ Develop recommended modifications to the existing policies and procedures to incorporate the Safety Action Plan Goals as set by the Safety Action Plan Committee (SAPC) and adopted by the City Administration with a resolution

Task 7: Strategy and Project Selection

Through procedures and policies, the Safety Action Plan will guide the consideration of transportation safety as an integral part of the transportation planning process. Identification of potential project locations through a combination of existing safety performance, equity considerations and public engagement will allow for the City of Novi to prioritize projects that move the transportation network towards the goals established in the Safety Action Plan. Specific OHM Team work items in this task consist of:

- ▶ Review of available existing transportation system data including both vehicular and multimodal characteristics.
- ▶ Preliminary review of High Risk Locations identified through the revised Policy and Process changes, Safety Analysis, Engagement and Collaboration initiatives, and Equity Consideration efforts.
- ▶ Presentation of the High Risk Locations to the City for review and selection of Priority Locations for further consideration.
- ▶ **Systemic Counter Measure Priority Locations** – Locations where relatively simple improvements have the potential to provide a significant safety benefit would be considered for Systemic Counter Measures. For an initial proof of concept for the methodology and tools, we assume up to eight (8) locations, which would be a mixture of intersections and roadway segments. This number is a representation of the scale of projects that would likely fall within a planning cycle. Subsequent decisions on the number of detailed analyses will be determined in consultation with the City.
 - **Opinion of Construction Costs** – Planning-level opinions of construction costs will be developed for the proposed counter measure. This cost information will assist the City in identifying funding needs for the improvements described.
 - **Crash Reduction Factor Recommendation** – A Crash reduction factor will be recommended for the



proposed counter measure.

- **Technical Memorandum** – OHM will prepare a technical memorandum describing the locations and recommended counter measures

▼ **Individual Detailed Review Priority Locations** – Locations where additional development and refinement of improvement concepts is necessary to identify a recommended alternative will require additional review. For an initial proof of concept for the methodology and tools, we assume up to six (6) locations, which would be primarily intersections. This number is a representation of the scale of projects that would likely fall within a planning cycle. Subsequent decisions on the number of detailed analyses will be determined in consultation with the SAPC.

- **Traffic Volume Data Collection** – Peak period turning movement count period (7-9 AM, and 4-6PM) turning movement counts at intersection locations. 24-hour volume counts at road segment locations.
 - **Additional Data Collection** – cursory right-of-way information from available GIS and Oakland Access, traffic signal timing permits.
 - **Analyze Potential Improvement Concepts** – The OHM project team will identify potential alternative improvements. Preliminary options will be identified, summarized for pro/con attributes, and discarded if necessary. Each alternative will be initially assessed on a cursory level, so we do not pursue impractical options. The potential alternative improvements could include:
 - Intersection control changes (all way stop or signalization)
 - Basic geometric changes (added lanes, lane storage, tapers for pavement transitions, etc.)
 - Roadway, approach, or intersection realignment
 - Roundabouts
 - **Operational Analysis** – The operational analysis will focus on the anticipated year of data evaluation (2024). Options involving STOP control or signals will be evaluated using Synchro / SimTraffic. We will use RODEL™ for capacity calculations for roundabouts proposed as an alternative. Capacity changes proposed for roadway segments will be evaluated either by using Synchro or HCS software. Capacity calculation results will be included in the technical memorandum. This proposal includes 2 concepts for each study location.
 - **Illustrative Renderings** – Planning-level exhibits will be developed for the most promising alternatives. These exhibits will convey the intent of each concept. Renderings will include preliminary existing right-of-way information as found from GIS or Oakland Access. Renderings will be developed over existing aerial images. Preliminary proposed right-of-way areas will be shown. Site constraints that could impact the chosen alternative will be labeled. We assume one (1) iteration per exhibit will be performed based on the City's comments. This proposal includes illustrative renderings for up to two (2) concepts at each location.
 - **Opinion of Construction Costs** – Planning-level opinions of construction costs will be developed for the most promising alternatives. This cost information will assist the City in identifying funding needs for the improvements described. This proposal includes opinion of construction costs for up to two (2) concepts at each study location.
 - **Technical Memorandum** – For each location, OHM will prepare a technical memorandum to compare data, challenges, opportunities, and findings related to the practical alternatives will be discussed.
- ▼ Project Selection - Review of the Priority Location Technical Memorandum with the SAPC to finalize recommendations and develop a project prioritization.
- ▼ Identification of project implementation strategies including time ranges and potential funding sources. The project list will include anticipated crash reduction factors.



DELIVERABLES

This proposal includes the following deliverables:

- ▼ Technical review of City of Novi policy and industry best practices
- ▼ Safety Action Plan
 - Safety Action Plan Goal Statement
 - Leadership Commitment Statement
 - Planning Structure Documentation
 - Safety Data Review Structure and Crash Pattern Prioritization
 - Engagement Plan Documentation
 - 2 Engagement and Outreach Meetings
 - Equity Considerations Plan Documentation
 - Policy Documentation and Recommendations
 - Documentation of High Risk Location identification and review procedures
 - Documentation of Priority Location identification and review procedures
 - Documentation of Project Selection and Prioritization process
- ▼ Safety Action Plan Inaugural Project List Implementation
 - Identification of Equity Emphasis Areas
 - 3 year crash data analysis and high risk location cross analysis report
 - Detailed crash analysis and summary at 12 High Risk Locations
 - Systemic Counter Measure Priority Location (8 locations) technical memorandum
 - Opinion of Construction Cost
 - Crash Reduction Factor Recommendation
 - Individual Detailed Review Priority Locations (6 locations)
 - Illustrative Renderings
 - Opinion of Construction Costs
 - Technical Memorandum
 - Project Prioritization and Implementation Strategies

SCHEDULE

Based on our understanding of the SS4A program and discussions with the City, the following is the anticipated schedule for this project:



Task	Description	Summer 23	Fall 23	Winter 23-24	Spring 24	Summer 24	Fall 24	Winter 24-25	Spring 25	Summer 25	Fall 25
-	SS4A Application										
-	Award Notice										
-	Grant Agreement with FHWA										
-	Obligation Date										
1	Leadership Commitment/Goal Setting										
2	Planning Structure										
3	Safety Analysis										
4	Engagement and Collaboration										
5	Equity Considerations										
6	Policy and Process Changes										
7	Strategy and Project Selection										
-	Project Completion										

ASSUMPTIONS

The following services are not anticipated to be required for this project and have not been included at this time:

- ▼ Environmental: ESAs, noise assessment, SHPO
- ▼ Detailed Design
- ▼ Analysis of Design Variance or Design Exception documents
- ▼ Obtaining utility information
- ▼ Complete traffic signal warrant study (we will provide a simplified, preliminary warrant assessment)
- ▼ Obtaining detailed existing right-of-way information beyond GIS or Oakland Access
- ▼ Title searches
- ▼ Topographic survey
- ▼ Vertical analysis beyond field observations

In the event any of these services are required by OHM Advisors, an addendum to the scope of work will be submitted for your approval prior to performing said services.

FEE

The proposed fee for the above work is two hundred thousand four hundred dollars (\$200,400.00). The costs are derived based on the anticipated number of staff hours at the standard contract rates of \$125/hour for Engineer and \$175/hour for Senior Engineer. The summary of anticipated hours and costs are included in the following table:



Task	Engineer		Senior Engineer		Estimated Cost
	Hours	Hourly Rate	Hours	Hourly Rate	
Task 1 - Leadership Commitments & Goal Setting	40	\$125.00	30	\$175.00	\$10,250.00
Task 2 - Planning Structure	30	\$125.00	20	\$175.00	\$7,250.00
Task 3 - Safety Analysis	200	\$125.00	12	\$175.00	\$27,100.00
Task 4 - Engagement & Collaboration	50	\$125.00	24	\$175.00	\$10,450.00
Task 5 - Equity Considerations	12	\$125.00	4	\$175.00	\$2,200.00
Task 6 - Policy & Process Changes	35	\$125.00	8	\$175.00	\$5,775.00
Task 7 - Strategy & Project Selection	875	\$125.00	160	\$175.00	\$137,375.00
Total	1242		258		\$200,400.00

Thank you for the opportunity to be of service. If you have any questions or require additional information, please contact us. We look forward to working with you on this project. If you have any questions regarding this proposal, please do not hesitate to contact me at 248-751-3104.

Sincerely,
OHM Advisors

Authorization to Proceed

Timothy J. Juidici, P.E.
Principal-in Charge

Signature

Date

Printed Name

Title

cc: Taryn Juidici, PE, OHM



CITY OF NOVI CITY COUNCIL
JUNE 17, 2024

SUBJECT: Approval of claims and warrants – Warrant 1158

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, #1158 comes before City council for approval.

RECOMMENDED ACTION: Approval of claims and warrants – Warrant 1158

CITY OF NOVI
Warrant 1158
Monday, June 17, 2024

Check	Vendor Name	Description	Amount
189620	MCCULLOUGH, JEREMY	REIMBURSEMENT (HIDTA)	1,682.52
189621	MCDONNELL, CAMERON	REIMBURSEMENT	129.00
189622	ZAGACKI, STEVE	REIMBURSEMENT	129.00
189623-189676	DTE ENERGY	ELECTRICITY	58,736.81
189677	CITY OF PORT HURON	INVOICE 24-0005523	503.55
189678	MICHIGAN PUBLIC HEALTH INSTITUTE	INVOICE 90055587	588.79
189679	MICHIGAN PUBLIC HEALTH INSTITUTE	INVOICE 90055587	189.89
189680	MICHIGAN PUBLIC HEALTH INSTITUTE	INVOICE 90055587	97.86
189681	MICHIGAN PUBLIC HEALTH INSTITUTE	INVOICE 90055587	40.63
189682	MICHIGAN PUBLIC HEALTH INSTITUTE	INVOICE 90055587	160.50
189683-189688	DTE ENERGY	ELECTRICITY	938.91
189689	STATE OF MICHIGAN	SALES TAX MAY 2024	1.80
189690	AMAZON	LIBRARY BOOKS	1,783.04
189691	123NET, INC	BLDG. BOND REFUND (ESCROW)	1,500.00
189692	123NET, INC	BLDG. BOND REFUND (ESCROW)	1,500.00
189693	123NET, INC	BLDG. BOND REFUND (ESCROW)	1,500.00
189694	123NET, INC	BLDG. BOND REFUND (ESCROW)	1,500.00
189695	A AND R PLUMBING LLC	BUILDING MAINT (PARKS MAINT, POLICE, FACILITIES)	4,527.77
189696	ACCUFORM PRINTING & GRAPHICS INC	OFFICE SUPPLIES (P&R, DPW, POLICE, FINANCE)	1,397.60
189697	ADAMO GROUP INC	HYDRANT DEPOSIT REFUND 24-11 (WATER & SEWER)	2,050.00
189698	AECOM GREAT LAKES, INC	PROFESSIONAL SERV - VAR PROJ (STREETS, DPW, P&R)	72,390.00
189699	ALLIANCE FOR INNOVATION INC	CONFERENCE (CITY MANAGER)	1,500.00
189700	ALLIE BROTHERS INC	SUPPLIES UNIFORMS (POLICE)	2,897.86
189701	ALLIED BUILDING SERVICE COMPANY	BUILDING MAINTENANCE (LIBRARY)	1,630.00
189702	ALTECH DOORS LLC	BUILDING MAINTENANCE	865.31
189703	AMAZON	LIBRARY BOOKS	4,364.01
189704	AMERICAN GENERATORS SALES AND	BUILDING MAINTENANCE (POLICE, FACILITIES)	1,200.00
189705	AMERICAN HEART ASSOCIATION INC.	CONFERENCE	85.00
189706	AMERICAN LEAK DETECTION	WATER LINE MAINTENANCE	850.00
189707	APPLICANTPRO	COMPUTER SUPPLIES	220.00
189708	APPLIED INNOVATION	INTERNAL TECHNOLOGY COMMUNITY RELATIONS	248.95
189709	AQUATIC SOURCE LLC	SPLASH PAD SUPPLIES	548.73
189710	ASCENSION MICHIGAN EMPLOYER	MEDICAL SERVICE - PRE EMPLOY (HR)	1,044.00
189711	ASCENSION PROVIDENCE HOSPITAL	OPERATING SUPPLIES	277.00
189712	B & B LANDSCAPING	ROUTINE MAINTENANCE (DRAIN, STREETS, DPW)	28,910.00
189713	B & M ASHMAN	BLDG. BOND REFUND (ESCROW)	1,500.00
189714	BATTERIES PLUS BULBS	VEHICLE MAINTENANCE	215.90
189715	BELLE TIRE	VEHICLE MAINTENANCE (W&S)	1,531.91
189716	BERTIN, KENNETH M.	ADULT SOFTBALL	75.00
189717	BHANDARKAR, DIPTI	ELECTION WORKERS	230.00
189718	BLOUGH, KERI	REIMBURSEMENT CONFERENCE	493.00
189719	BOCO ENTERPRISES INC	STATE OF THE CITY (COMM REL)	12,282.84
189720	BOUND TREE MEDICAL LLC	OPERATING SUPPLIES (POLICE, FIRE)	5,759.23
189721	BRILLIANT SYSTEMS, LLC	RADIO MAINTENANCE (FIRE)	1,861.20
189722	BRODART CO.	LIBRARY BOOKS	9,430.13
189723	BROOKOVER, THOMAS W.	LEGAL FEES - FIRE ARBITRATION (GF)	1,852.50
189724	BSN SPORTS INC.	YOUTH SOCCER (PARKS & REC)	2,638.99
189725	CAMBRIDGE HOMES INC	BLDG. BOND REFUND (ESCROW)	5,000.00
189726	CASPER CORPORATION, THE	LOCKERS FOR FS#1 AND FS#3 (FIRE)	23,233.32
189727	CBTS LLC	INTERNAL TECHNOLOGY (DPS, W&S)	14,231.74
189728	CDW GOVERNMENT LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	1,801.61
189729	CHALLENGER SPORTS TEAMWEAR, LLC	YOUTH SOFTBALL/TBALL (PARKS & REC)	3,505.76
189730	CHARTER COMMUNICATIONS	BLDG. BOND REFUND (ESCROW)	1,500.00
189731	CHARTER COMMUNICATIONS	BLDG. BOND REFUND (ESCROW)	1,500.00
189732	CHILTON, KIMBERLY S.	OLDER ADULTS FITNESS (PARKS & REC)	3,297.60
189733	CINTAS CORP	SUPPLIES UNIFORMS (DPW, FACILITIES)	1,728.43

189734	CIVICPLUS, INC.	SERVICE CHARGES	686.64
189735	CLOUD 9 SPECIAL EVENTS	LIBRARY PROGRAMMING	800.00
189736	CONSERVA ELECTRIC SUPPLY, INC.	BUILDING MAINTENANCE	83.75
189737	CONTRACTOR'S CLOTHING CO.	OPERATING SUPPLIES	545.60
189738	COSTAR REALTY INFORMATION INC	INTERNAL TECHNOLOGY (CM, ASSESSING, ECON DEV)	1,910.12
189739	COUGAR SALES & RENTAL INC	EQUIPMENT MAINTENANCE	24.84
189740	CRANDALL-WORTHINGTON INC	CUSTODIAL SUPPLIES (P&F, FACILITIES, PARKS)	2,825.23
189741	CSX TRANSPORTATION INC	SEWER LINE MAINTENANCE	348.10
189742	DANIELSON, BARBARA	LIBRARY PROGRAMMING	375.00
189743	DAVIS, CAITLYN	WITNESS	21.12
189744	DEMCO INC.	SUPPLIES (LIBRARY)	2,180.61
189745	DIGITAL PIX PHOTO BOOTH	EMPLOYEE WELLNESS PROGRAM	150.00
189746	DRL BUILDING CO. LLC	STUDIO VI RENOVATIONS (PEG FUND)	2,750.00
189747	DROP COUNTR INC	INTERNAL TECHNOLOGY (WATER & SEWER)	28,305.00
189748	DTE ENERGY	BLDG. BOND REFUND (ESCROW)	1,500.00
189749	DVM UTILITIES INC	BLDG. BOND REFUND (ESCROW)	1,500.00
189750	ELLSWORTH INDUSTRIES INC.	OPERATING SUPPLIES (FACILITIES, W&S)	2,303.60
189751	EMPIRE PRINTING, LLC	CAMP LAKESHORE (PARKS & REC)	3,158.23
189752	ENVISIONWARE, INC	COMPUTER SUPPLIES (LIBRARY)	1,125.00
189753	ESRI INC	INTERNAL TECHNOLOGY (DPW, W&S, PARKS)	6,105.00
189754	ETNA SUPPLY	OPERATING SUPPLIES (DRAIN, W&S, PARKS MAINT)	2,677.46
189755	EVERSTREAM GLC HOLDING COMPANY LLC	BLDG. BOND REFUND (ESCROW)	1,000.00
189756	EXHIBITOR ONE STOP	HYDRANT DEPOSIT REFUND BBQ FEST 24-12 (W&S)	2,080.00
189757	FARKAS, JULIE	PETTY CASH	110.21
189758	FAULKNER, BRETT	PER DIEM CONFERENCE	107.00
189759	FEDERAL EXPRESS CORP	SUPPLIES	184.00
189760	FIBER LINK INC	BLDG. BOND REFUND (ESCROW)	3,000.00
189761	FIREPENNY	VEHICLE MAINTENANCE	89.95
189762	FLINT NEW HOLLAND INC.	LAWN MOWER MAINTENANCE	200.08
189763	FOSTER, SWIFT, COLLINS & SMITH, P.C	LEGAL FEES	196.00
189764	G J & D CONCRETE INC	BLDG. BOND REFUND (ESCROW)	500.00
189765	G2 CONSULTING GROUP, LLC.	MATERIAL TESTING: WIXOM ROAD REHAB (STREETS)	6,888.75
189766	GARY'S CATERING INC	SUPPLIES PRISONER MEALS	78.00
189767	GORDON FOOD SERVICE PAYMENT PROC.	SPECIAL EVENTS	67.99
189768	GRAINGER INC, W W	LIFT STATION MAINTENANCE	236.74
189769	GRAPHIK CONCEPTS INC	MOTORCYCLES (POLICE)	1,272.60
189770	GREAT LAKES ACE	OPERATING SUPPLIES	63.51
189771	GREAT LAKES POWER & LIGHTING INC.	BUILDING MAINTENANCE (P&F, FACILITIES, W&S)	19,727.61
189772	GREAT LAKES PROFILES, INC.	PRE EMPLOYMENT TESTING	160.00
189773	GREAT LAKES WATER AUTHORITY	WATER PURCHASES (4/2024)	785,514.75
189774	GUEVARA CONSTRUCTION	BLDG. BOND REFUND (ESCROW)	500.00
189775	GUEVARA CONSTRUCTION	BLDG. BOND REFUND (ESCROW)	500.00
189776	HAHN, AMY	ELECTION WORKER	230.00
189777	HALT FIRE, INC.	FRAME RAIL REPAIRS TO ENGINE 3 #322 (FIRE)	190,533.14
189778	HARTFORD, THE	EMPLOYEE LIFE, AD/D AND LTD INSURANCE	9,515.78
189779	HAWAIIAN DANCERS LLC	DANCE PROGRAMS (PARKS & REC)	4,648.80
189780	HEALEY FIRE PROTECTION INC.	BUILDING MAINTENANCE (FACILITIES, FIRE, POLICE)	10,586.00
189781	HI-TECH SAFE & LOCK INC	OPERATING SUPPLIES	200.00
189782	HOME DEPOT	OPERATING SUPPLIES	211.05
189783	HOME DEPOT CREDIT SERVICES	WATER LINE MAINTENANCE	885.68
189784	IMAGAMERICA	OPERATING SUPPLIES (PARKS & REC)	6,886.01
189785	INTERNATIONAL CODE COUNCIL INC.	OPERATING SUPPLIES	129.00
189786	J.M.L. CONTRACTING & SALES INC	BUILDING MAINTENANCE (PARKS MAINT)	11,400.00
189787	JACK DOHENY SUPPLIES INC	WATER LINE MAINTENANCE	432.25
189788	JK LOCKSMITH CO LLC	LIFT STATION MAINTENANCE	130.68
189789	JOE'S TRAILER MFG INC	VEHICLE MAINTENANCE	569.84
189790	JOHN'S SANITATION SERVICE	VILLA BARR PROPERTY (PARKS & REC)	1,550.00
189791	JOHNSON, JOSH	FUEL REIMBURSEMENT	35.38
189792	JOHNSON, RONALD DEAN	ADULT SOFTBALL	540.00
189793	KBK LANDSCAPING, INC.	GROUPS MAINTENANCE (PARKS, FACILITIES)	56,070.00
189794	KENNEDY INDUSTRIES INC	WATER LINE MAINTENANCE (WATER & SEWER)	1,000.00
189795	KENWHIRL APPLIANCE SERVICE	BUILDING MAINTENANCE	831.00
189796	KIANDER, SHILA	CONFERENCE	50.00
189797	KID CREATE STUDIO	ART PROGRAMS	405.00

189798	KIMBALL MIDWEST	OPERATING SUPPLIES	561.35
189799	VOID		
189800	LEDBETTER LAWN SERVICE	WEED CUTTING (COMM DEV)	1,350.00
189801	LEPOFSKY, BARRY J.	ADULT SOFTBALL	225.00
189802	LIBRARY IDEAS LLC	AUDIO VISUAL MATERIALS	526.29
189803	LIBRARY NETWORK, THE	ELECTRONIC MEDIA (LIBRARY)	4,763.72
189804	LOKAR, IRIS J.	OLDER ADULTS FITNESS	691.20
189805	LUNGHAMER FORD OF OWOSSO LLC	(3) CITY OF NOVI QUOTED F-350'S (W&S)	50,303.00
189806	M-2 AUTO PARTS, INC.	VEHICLE MAINTENANCE	398.78
189807	M-K CONSTRUCTION CO INC	CONSTRUCT: MIDDLE ROUGE STREAMBANK (DRAIN)	115,291.71
189808	MADISON ELECTRIC COMPANY	WATER LINE MAINTENANCE	2.27
189809	MALINOWSKI, JUDITH M.	MEDICAL SERVICE - PRE EMPLOY (P&F)	1,000.00
189810	MANNIK & SMITH GROUP INC, THE	PROFESSIONAL SERVICES (ESCROW)	5,146.25
189811	MAPLOGIC CORP	INTERNAL TECHNOLOGY	250.00
189812	MARK'S OUTDOOR POWER EQUIPMENT	LAWN MOWER MAINTENANCE (PARKS MAINT)	1,009.56
189813	MARSH POWER TOOLS	OPERATING SUPPLIES	199.99
189814	MASTER MAINTENANCE	JANITORIAL CONTRACTS (POLICE, FACILITIES)	20,540.23
189815	MEADOWBROOK ART CENTER	INTERNAL TECHNOLOGY DPS	279.00
189816	MEDIC COMMUNICATIONS INC.	BLDG. BOND REFUND (ESCROW)	3,000.00
189817	METCOM, INC	OPERATING SUPPLIES (LIBRARY)	2,396.80
189818	MICHIGAN AUTOMATIC SPRINKLER INC	GROUND MAINTENANCE (FACILITIES)	1,585.50
189819	MICHIGAN LINEN SERVICE, INC.	BUILDING MAINTENANCE (FACILITIES, P&F)	2,224.25
189820	MICHIGAN RECREATION & PARK ASSOC	ADULT SOFTBALL (PARKS & REC)	2,905.00
189821	MICHIGAN RESCUE CONCEPTS	CONFERENCE (P&F)	1,453.00
189822	MICHIGAN RUNNING FOUNDATION	SPORTS CAMPS (PARKS & REC)	1,192.80
189823	MIDWEST TAPE, LLC	AUDIO VISUAL MATERIALS (LIBRARY)	2,983.46
189824	MILFORD SALVAGE IRON & METAL CO	BLDG. BOND REFUND (ESCROW)	500.00
189825	MILLENNIUM BUSINESS SYSTEMS	PRINTING AND PUBLISHING	143.58
189826	MONTVILLE, CHRISTOPHER	REFUND (PARKS & REC)	1,000.00
189827	MOTOROLA SOLUTIONS INC	QUOTE 2418842 - DCH MOBILE RADIOS (FIRE)	33,678.36
189828	MUTT MITT	GROUND MAINTENANCE (PARKS & REC)	1,439.85
189829	N & M RESTORATION	BLDG. BOND REFUND (ESCROW)	400.00
189830	N & M RESTORATION	BLDG. BOND REFUND (ESCROW)	100.00
189831	NORTHSTAR MAT SERVICE	BUILDING MAINTENANCE	209.13
189832	NORTHVILLE LOCKSMITH INC., THE	SPLASH PAD SUPPLIES	360.00
189833	NOVI WATER DEPARTMENT	WATER AND SEWER - CITY USE	1,706.40
189834	NOVI, CITY OF	CITY'S SHARE OF FEES COLLECTED	180.00
189835	O'LEARY, SHANNON	MILEAGE REIMBURSEMENT	66.33
189836	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE (FIRE, DPW, W&S)	3,440.41
189837	OAKLAND COMMUNITY COLLEGE	CONFERENCE	425.00
189838	OAKLAND COUNTY REGISTER OF DEEDS	AUDI SERVICE CENTER STORM WATER/SURFACE	30.00
189839	OAKLAND COUNTY REGISTER OF DEEDS	SAKURA SANITARY SEWER SYSTEM	30.00
189840	OAKLAND COUNTY REGISTER OF DEEDS	SAKURA WATER SYSTEM EASEMENT	30.00
189841	OAKLAND COUNTY REGISTER OF DEEDS	PURE WASH WATER SYSTEM EASEMENT	30.00
189842	OAKLAND COUNTY REGISTER OF DEEDS	PURE WASH MANHOLE ACCESS EASEMENT	30.00
189843	OAKLAND COUNTY REGISTER OF DEEDS	25500 MEADOWBROOK ROAD	30.00
189844	OAKLAND COUNTY TREASURER	PROPERTY TAX REV COUNTY CHARGEBACK (ESCROW)	2,335.98
189845	OAKLAND COUNTY TREASURERS	CITY WIDE TRAINING, MAY SEWAGE (HR, W&S)	864,589.99
189846	OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICE	167.00
189847	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	409.46
189848	ON DUTY GEAR, LLC	VEST PURCHASES 2023-24 (POLICE)	3,955.00
189849	ORIGINAL BIG DOG HOT DOGS LLC	COMMUNITY PROMOTION	600.00
189850	ORKIN	BUILDING MAINTENANCE	870.91
189851	OSCAR W. LARSON CO.	GASOLINE AND OIL	295.00
189852	OVERDRIVE, INC.	ELECTRONIC MEDIA (LIBRARY)	2,996.83
189853	PARIKH, KETUL & KAVITA	BLDG. BOND REFUND (ESCROW)	500.00
189854	PAUL JR., WILLIAM	REIMBURSEMENT	47.00
189855	PLAYAWAY PRODUCTS LLC	AUDIO VISUAL MATERIALS (LIBRARY)	1,083.80
189856	POSTMASTER	POSTAGE FOR MASS BALLOT MAILING (CLERK)	2,800.00
189857	POWER CLEANING SYSTEMS	EQUIPMENT MAINTENANCE	816.43
189858	POWER ENGINEERS INC.	INTERNAL TECHNOLOGY (DPW)	1,527.63
189859	PRECISE MRM LLC	INTERNAL TECHNOLOGY - CITYWIDE (IT)	3,750.00
189860	PRESSURE VESSEL TESTING	SCBA SUPPLIES	375.00
189861	PRINTING SYSTEMS	ELECTION SUPPLIES (CLERK)	2,558.72

189862	PULTE HOMES OF MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189863	PULTE HOMES OF MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189864	PULTE HOMES OF MICHIGAN LLC	BLDG. PAYMENT REFUND (ESCROW)	6,103.00
189865	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189866	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189867	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	1,000.00
189868	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189869	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189870	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	1,000.00
189871	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	5,000.00
189872	PULTE HOMES OF SE MICHIGAN LLC	BLDG. BOND REFUND (ESCROW)	1,000.00
189873	PURL PROPERTIES, LLC	BLDG. BOND REFUND (ESCROW)	500.00
189874	QUICK SILVER MARKETING SOLUTIONS	SPORTS CAMPS (PARKS & REC)	3,458.50
189875	RANDAZZO MECHANICAL HTG CLG	BLDG. PAYMENT REFUND (ESCROW)	131.00
189876	REASON CONSULTING CORPORATION	PERSONAL PROPERTY AUDITOR (ASSESSOR)	3,333.00
189877	RESOURCE RECOVERY AND RECYCLING	RECYCLING CENTER (DPW)	2,613.00
189878	RHINO SEED & LANDSCAPE	WATER LINE MAINTENANCE (W&S)	1,203.15
189879	RICKEL, AIDAN	CHORALAIRES (PARKS & REC)	1,390.00
189880	RKA PETROLEUM COS., INC	GASOLINE AND OIL	16,127.25
189881	ROSATI ENTERPRISES INC	GROUNDS MAINTENANCE (FACILITIES)	2,381.94
189882	ROSATI, SCHULTZ, JOPPICH	LEGAL FEES (ESCROW)	1,868.00
189883	ROSS, MICHAEL	ADULT SOFTBALL	515.00
189884	ROTARY CLUB OF NOVI FOUNDATION INC	COMMUNITY PROMOTION	195.00
189885	RUEMENAPP, KENNETH	WITNESS	21.12
189886	RYL FLEXIBILTY THERAPIES LLC	EMPLOYEE WELLNESS PROGRAM (P&R, LIBRARY)	1,974.00
189887	SALVATORI, PHILLIP	CDL LICENSE REIMBURSEMENT	47.00
189888	SAM'S CLUB DIRECT	LIBRARY PROGRAMMING	408.56
189889	SAVIN LAKE SERVICES, INC.	WALLED LAKE BOARD (ESCROW)	55,798.54
189890	SCA OF MI, LLC	GROUNDS MAINTENANCE	80.66
189891	SCHINDLER ELEVATOR CORPORATION	BUILDING MAINTENANCE (LIBRARY)	2,852.00
189892	SCHOOLCRAFT COLLEGE	MEDICAL SERVICE	625.00
189893	SCODELLER CONSTRUCTION, INC.	ROUTINE MAINTENANCE - TECHRETE (STREETS)	191,031.30
189894	SERRA FORD FARMINGTON HILLS	VEHICLE MAINTENANCE	17.60
189895	SERVICE EXPRESS, INC.	INTERNAL TECHNOLOGY (DPW)	2,034.00
189896	SHIFMAN FOURNIER, PLC	LEGAL FEES - PERSONNEL (HR)	1,837.50
189897	SIGNARAMA TROY	OPERATING SUPPLIES	120.00
189898	SIGNATURE SERVICES	BUILDING MAINTENANCE (PARKS, FACILITIES)	5,350.00
189899	SITEONE LANDSCAPE SUPPLY, LLC	GROUNDS MAINTENANCE	483.98
189900	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES - CITYWIDE	1,713.03
189901-189904	SPALDING DE DECKER	PROF'L SERV (W&S, ESCROW, MEADOWBROOK)	47,139.23
189905	SPECTRUM	BLDG. BOND REFUND (ESCROW)	1,500.00
189906	SPICER GROUP INC	PRCS STRATEGIC MASTER PLAN (PARKS & REC)	1,799.25
189907	SQUEAKY SHINE CAR WASH	VEHICLE MAINTENANCE	595.00
189908	STATE OF MICHIGAN	SOR REGISTRATION	724.25
189909	STATE OF MICHIGAN	OPERATING SUPPLIES	6.64
189910	SUBURBAN LANDSCAPE SUPPLY	WATER LINE MAINTENANCE	240.00
189911	SYSTEMP CORPORATION	BUILDING MAINTENANCE (FACILITIES, PARKS, P&F)	8,143.60
189912	SZELAP, CHRISTINE E. HEFFERNAN	KARATE (PARKS & REC)	2,714.25
189913	T & M ASPHALT PAVING INC	CONSTRUCT: PICKLEBALL & PARK (MEADOWBROOK)	75,174.16
189914	T-MOBILE USA, INC	TELEPHONE (LIBRARY)	1,028.41
189915	TALBOT, JOHN	REIMBURSEMENT	38.79
189916	THOMSON REUTERS - WEST	SUPPLIES (POLICE)	1,042.34
189917	TRUE BLUE INVESTGATIONS LLC	RECRUITMENT (FIRE)	2,550.00
189918	TSAI FONG BOOKS INC	COLLECTIONS/MATERIALS EXPENSE (LIBRARY)	1,064.29
189919	UNIVERSAL SIGN SYSTEMS	BUILDINGS/GROUND/FURNITURE (LIBRARY)	13,313.00
189920	VARIPRO	EMPLOYEE FLEXIBLE SPENDING REIMBURSEMENT	1,544.09
189921	VARSITY LINCOLN, INC	VEHICLE MAINTENANCE	741.41
189922	VERITA TELECOMMUNICATIONS CORPORATI	BLDG. BOND REFUND (ESCROW)	1,500.00
189923	WEINGARTZ SUPPLY CO INC	EQUIPMENT MAINTENANCE (PARKS MAINT, DPW, FIRE)	3,274.28
189924	WESTERN WAYNE COUNTY FIRE	MUTUAL AID AGREEMENTS (FIRE)	11,835.84
189925	WIXOM COLLISION	INSURANCE DEDUCTIBLES (GF)	8,899.48
189926	WORLDVIEW TECHNOLOGIES GROUP	FIBER, CAM, BLDG, SECURITY BOSCO (PARKS & REC)	10,550.00
189927	WT COX INFORMATION SERVICES	LIBRARY PERIODICALS	693.89
189928	ZIMMER, WILLIAM	YOUTH BASKETBALL	105.00

189929	BORIEO, SANDRA	PROFESSIONAL SERVICES	1,872.00
189930	CHADWICK, COREY	REIMBURSE TRAVEL	446.70
189931	CHAPMAN, CARLOS	REIMBURSE TRAVEL	618.95
189932	COMCAST BUSINESS	ACCOUNT 8529 10 122 0469861	182.95
189933	COVERT TRACK GROUP INC	INVOICE SOCT012959	2,400.00
189934	CRAMER, ANDREW	REIMBURSE TRAVEL	446.70
189935	CRAMER, ANDREW	REIMBURSE TRAVEL	2,764.38
189936	DOYLE, KEVIN	REIMBURSE TRAVEL	538.95
189937	GAVIN, NEIL	REIMBURSE TRAVEL	446.70
189938	KAHANEC, SHAUN	REIMBURSE TRAVEL	446.70
189939	KELLEY, ERICA	REIMBURSE OPERATING SUPPLIES	390.57
189940	KELLEY, ERICA	REIMBURSE TRAVEL	183.70
189941	KELLEY, ERICA	REIMBURSE OPERATING SUPPLIES	6,480.00
189942	KRESSLEIN, JACOB	REIMBURSE TRAVEL	538.95
189943	KROGER, MARK	REIMBURSE TRAVEL	446.70
189944	KUIACK, MATT	REIMBURSE TRAVEL	446.70
189945	KUNNUMMYALIL, JOSEPH	REIMBURSE TRAVEL	337.90
189946	LUCAS, PETER	REIMBURSE TRAVEL	446.70
189947	MARCELL, RONALD	REIMBURSE TRAVEL	178.60
189948	PENN, DONDRE	REIMBURSE TRAVEL	538.95
189949	RELENTLESS LLC	INVOICE 15060	3,150.00
189950	STIERS, COREY	REIMBURSE OPERATING SUPPLIES	67.00
189951	STIERS, COREY	REIMBURSE TRAVEL	978.94
189952	TATE, NICHOLAS	REIMBURSE TRAVEL	538.20
189953	VERIZON WIRELESS	INVOICE 9964988858	1,671.07
189954	VITALE, NATHAN	REIMBURSE TRAVEL	748.95
189955	WEINHAUS, MICHAEL	REIMBURSE TRAVEL	183.70
189956	WELKER, LANCE	REIMBURSE TRAVEL	446.70
189957	WEX BANK	INVOICE 97400329	376.74
189958	WHELEN ENGINEERING COMPANY INC	INVOICE 504480	743.39
189959	WHELEN ENGINEERING COMPANY INC	INVOICE 505595	9,187.50
189960-189985	CONSUMERS ENERGY	HEAT	5,603.83
189986	DTE ENERGY	STREET LIGHTING	20,604.09
189987	KIMBALL MIDWEST	OPERATING SUPPLIES	160.00
189988	LANGUAGE LINE SERVICES	EMERGENCY COMMUNICATION SERVICE	214.99
EFT	FIFTH THIRD	MAY PURCHASES	108,504.76
	AMZN MKTP US 4X5CB7QG3	PD: Operating Expense	178.52
	AMZN MKTP US SJ6D08VJ3	PD: Operating Expense	29.99
	AMZN MKTP US M80B63OE3	CD: Operating Supplies	42.69
	POTBELLY	CC: Food for Council Committee	82.27
	TEACHERSPAYTEACHERS.CO	LIB: Programming	3.00
	WWW.TELLYAWARDS.COM	CR: Video	840.15
	ADOBE ADOBE	LIB: Computer Software/Licence	359.88
	PAYPAL MICHIGANPUB	HR: Training credit	(80.00)
	SQ AMYZING FACES & FU	CR: face painting	915.00
	FSP IFMA SE MICHIGAN C	FM: Conference, Workshops	100.00
	AMZN MKTP US EQ0C563V3	PD: SUPPLIES	32.83
	NATIONAL ACADEMY OF TE	CR: Membership	75.00
	NATIONAL ACADEMY OF TE	CR: Emmy Awards	700.00
	AMAZON.COM WZ5E05093	OAS: Veh Maint	33.78
	AMAZON.COM 0P1RZ15L3	PD: Operating Supplies	44.95
	ATT CONS PHONE PMT	FACILITES - Telephone	5,097.34
	TWITTER PAID FEATURES	CR: Twitter	84.00
	ISCG	DPW: Building Maintenance	582.00
	APPRAISAL INSTITUTE	ASSES: Education-Assessor	175.00
	DNH GODADDY.COM	LIB: Computer Software Licence	899.98
	MICHIGAN ASSESSORS ASS	ASSES: MI Assessing Conf	281.88
	THE HENRY FORD RETAIL	PRCS: Camp Trip	1,848.00
	LYFT/AFFIRM	DPW: Conf Travel	53.80
	UBER TRIP/AFFIRM	DPW: Conf Travel	17.94
	UBER TRIP/AFFIRM	DPW: Conf Travel	4.00
	UBERTRIP/AFFIRM	DPW: Conf Travel	42.88
	UBERTRIP/AFFIRM	DPW: Conf Travel	10.72
	GROUPMAP TECHNOLOGY	IT: Software Subscription	8.00

AMAZON.COM J225O2UD3	PD: Supplies	121.51
EIG CONSTANTCONTACT.CO	CR: e-newsletters	376.00
MEIJER # 046	PRCS: Memorial Day	23.83
REI #58 NORTHVILLE	HR: EWE Event (Pride Month)	57.41
GOOGLE GOOGLE STORAGE	CR: Google One renewal	19.99
AMAZON.COM AE8SQ15T3	ASSES: Office supplies	24.58
AMZN MKTP US F54ZM8U23	CD: Office Supplies	11.88
AMAZON.COM L47EK8YK3	FIN: supplies	18.38
AMAZON.COM L47EK8YK3	ASSES: supplies	14.97
AMAZON.COM G740V7WA3	CD: Office Supplies	9.80
AMZN MKTP US WQ5KO16K3	PM: Splashpad hose	78.08
TARGET 00014654	HR: EWE Event (Pride Month)	42.38
NOVI CHAMBER OF COMMER	CR: Chamber event	1,200.00
SAMSClub.COM	PRCS: Memorial Day	804.61
FEDEX OFFIC47500004754	PD: Postage	35.23
THE HOME DEPOT #2737	MGR: Volunteer Novi supply	5.62
INTERCONTINENTAL HOTELS	CR: NAGC Conference	647.43
AMZN MKTP US 9I2DA04B3	PD: Supplies	114.63
AMZN MKTP US K457S6WT3	CR: shelves	124.17
AMZN MKTP US B17AV25L3	PRCS: Program Supplies	20.99
HILTON GARDEN INN	PD: Conference	90.10
UBER TRIP	CR: NAGC conference	37.92
HILTON GARDEN INN	PD: Conference	90.10
TARGET 00014654	LIB: Operating Supplies	150.00
SP SHAQUANDAWILLFEED	HR: EWE Event (Pride Month)	64.26
METRO AIRPORT PARKING	CR: NAGC conference	120.00
PAYPAL MICHIGANPUB	HR: Training	160.00
AMZN MKTP US PF1N70753	PRCS: Program Supplies	78.98
AMAZON.COM R98AY1UC2	FIN: Office Supplies	111.36
AMZN MKTP US M44AM5RD3	DPW: OS	17.99
AMAZON.COM 535V51RS3	FIN: shop coffee	85.42
AMZN MKTP US RA4QD30E3	PM: hose for maintenance area	50.99
AMZN MKTP US GB7PZ0PE3	PEG: Cabling	170.40
BENITO S CAFE	PRCS: Training Supplies	71.48
LAW ENFORCEMENT DRONE	PD: Dues	99.00
APPLE.COM/BILL	CR: cloud storage	2.99
EGLE DW TRAIN AND CERT	DPW: Training	95.00
AMAZON.COM ZE54S69G3	DPW: Operating Supplies	84.65
THE HOME DEPOT #2737	W&S: water line maintenance	2.98
STAMPS.COM	LIB: Postage	19.99
AMZN MKTP US UJ5SL13M3	ASSES: Office supplies	73.95
SP FIREHOSESUPPLY	DPW: Veh Maint	538.08
OAKLAND COUNTY MI	W&S: EPA water testing	144.00
AMAZON.COM 4L76X7OT3	DPW: Operating Supplies	2.66
MISSION BBQ - GLEN BUR	PRCS: Fuerst Field of Honor	3,175.38
FUELCloud	DPW: G&O	150.00
USPS.COM CLICKNSHIP	CLK: Elections	7.99
SEC OF STATE ESERVICES	W&S: memberships, dues	33.56
ALPHABET SIGNS	PRCS: MD Parade - Supplies	376.10
ICSC-NY	ASSES: professional mbrshp	125.00
WEB NETWORKSOLUTIONS	IS: Domain renewal	35.98
G2GCHARGE COM SERVICE	W&S: EPA water testing	5.50
AMAZON.COM SZ3N702B3	ASSES: office supplies	28.56
AMZN MKTP US	PD: Veh Maint	(40.50)
AMZN MKTP US 628TJ29L3	DPW: EM	24.97
AMAZON MAR JACKIE - A	PD: Supplies	17.98
AMZN MKTP US I69930K33	PD: Supplies	32.66
AMZN MKTP US U64QM8DX3	Finance: Office Supplies	256.74
AMZN MKTP US IS4738RR3	PD: Supplies	41.93
AMAZON.COM KA7ZK6HX3	PD: Operating Expense	85.14
TARGET.COM	PRCS: Villa Barr	19.07
UBER TRIP	CR: NAGC conference	66.74
JIMMY JOHNS - 396 - E-	CC: Committee Meetings	93.31
IALEIA, INC.	PD: Dues	50.00

AMAZON MAR 113-248030	PEG: Edit Suite TV	866.06
ZOOM.US 888-799-9666	LIB: TLN Automation Service	135.56
MARIA S ITALIAN BAKERY	CR: catering	379.09
KROGER #632	PRCS: Splash Pad	16.47
MCKISSOCK	ASSES: Appraiser education	105.00
SPECTRUM	FACILITIES - Utilities - Cable	10,692.10
N AMERICA RESCUE PRODU	FD: Operating Expense	4,138.04
QLT MOTOR CITY SCUBA	PM: wetsuit rental	50.00
GFL ENVIRONMENTAL - NO	DPW: Rubbish	296.51
WWW.APWA.NET	DPW: APWA Dues	1,613.80
WWW.APWA.NET	W&S: APWA Dues	397.20
MENARDS WIXOM MI	DPW: Mailbox Repair	69.99
SEC OF STATE ESERVICES	W&S: membership, dues	33.56
MICHIGAN RECREATION &	PRCS: conferences	79.00
AMZN MKTP US Z863H6343	PRCS: program expense	117.86
AMAZON.COM CQ6FA3CR3	PD: Supplies	68.64
AMZN MKTP US R183D1WQ1	CD: Office Supplies	12.98
AMZN MKTP US D338S5H23	PRCS: Memorial Day	20.99
AMZN MKTP US YW86V1M13	PD: Supplies	31.76
WHITLOCK BUSINESS SYST	TREAS: Postage for utility bills	1,617.79
CONST SW AND SESC PRD	DPW: Training	190.00
WHITLOCK BUSINESS SYST	TREAS: Print utility bills	471.57
TRACTOR SUPPLY #1500	PM: swim rope anchors	17.98
WHITLOCK BUSINESS SYST	TREAS: Print utility letters	219.35
WWW.PEACHJAR.COM	CR: recruitment promotion	150.00
TARGET 00014654	LIB: Programmig	17.37
AMZN MKTP US 843OU38G3	CD: Operating Supplies	33.97
DTV DIRECTV SERVICE	PD: Cable	40.00
RECIMI	CD: Training	45.00
B&H PHOTO 800-606-6969	PEG: Sony Batteries	525.10
WHITLOCK BUSINESS SYST	TREAS: Postage for utility letters	529.28
SAMSClub.COM	PRCS: Memorial Day	661.72
AMZN MKTP US KT0MU3T93	PD: Operating Exense	187.58
AMZN MKTP US UV88003S3	PRCS: Memorial Day	8.86
AMAZON.COM 5Q7XT78Q3	IS: Hardware	1,019.00
AMZN MKTP US A67W83PD3	PRCS: OAS Social Supplies	26.00
AMZN MKTP US ZR9MP8M93	PRCS: OAS Social Supplies	53.45
SAMSClub #6657	CR: water	12.94
FEDEX608429200	PD: FedEx	24.50
AMAZON RET 111-928068	ASSES: Office supplies	35.00
SAMS CLUB #6657	DPW: Operating Supplies	37.46
SAMS CLUB #6657	DPW: Veh Maint	37.46
IACP	PD: Dues	1,225.00
APPLE.COM/US	IS: Hardware	1,499.00
FAIRYTALE ENTERTAI	CR: superhero characters	300.00
SAMSClub.COM	CD: Office Supplies	111.48
FBINAAMI	PD: Training	75.00
FBINAAMI	PD: Training	75.00
BENITO S CAFE	PD: Employee Lunch	168.92
BENITO S CAFE	PD: Employee lunch	277.87
AMZN MKTP US 0H4CT6S53	CD: Office Supplies	96.19
AMAZON.COM BI3YI4AN3	CD: Office Supplies	17.98
APPLE.COM/US	IS: Hardware	349.00
APPLE.COM/US	IS: Hardware	258.00
AMAZON.COM LU49H2LL3	CD: Office Supplies	8.49
APPLE.COM/US	IS: Hardware	2,598.00
AMZN MKTP US BK9QN3ZE3	ASSES: Office supplies	12.67
APPLE.COM/US	IS: Equipment	129.00
APPLE.COM/US	IS: Hardware	698.00
EZCATEROLGAS KITCHEN	CR: catering	191.97
AMZN MKTP US 4N7NH9273	DPW: Operating Supplies	59.67
AMZN MKTP US 7A5OZ06P3	PD: Supplies	15.88
AMZN MKTP US WA4V63VW3	PRCS: Splashpad	54.99
AMZN MKTP US OP9BR6KA3	PRCS: Splashpad	59.39

YOURMEMBERSHIP	HR: C/I Appraiser Job Ad	150.00
LIFEVAC LLC	PD: Operating Expense	1,420.08
BENITO S CAFE	PD: Employee Lunch	282.92
HALFMOON EDUCATION	DPW: Training	75.00
BENITO S CAFE	PD: Employee Lunch	169.97
PAYPAL ETSY INC	CR: tax refund	(43.19)
CONCORD THEATRICALS CO	PRCS: Program Expense	1,072.50
GFS STORE #1985	LIB: Programming	34.98
ANN ARBOR HANDS-ON MUS	CR: science activities	504.90
AMZN MKTP US 5H8FL96J3	PD: Supplies	64.70
AMAZON.COM 6S7015PC3	PRCS: Splashpad	3.75
STATE EGLE EVENTS	W&S: conferences, workshops	95.00
INTERNATIONAL FACILITY	FM: Memberships & Dues	406.00
MICHIGAN MUNICIPAL LEA	CM: Conferences/workshops	350.00
LYFT 1/ADJ	DPW: Conf Travel	(53.80)
UBERTRIP/ADJ	DPW: Conf Travel	(4.00)
UBERTRIP/ADJ	DPW: Conf Travel	(17.94)
UBERTRIP/ADJ	DPW: Conf Travel	(10.72)
UBERTRIP/ADJ	DPW: Conf Travel	(42.88)
VZWRLSS APOCC VISB	VZ 586699933-00001	12,025.97
AMZN MKTP US L38DC8CZ3	PRCS: Villa Barr	44.99
TECHSOUP	LIB: Computer software/Licensing	39.00
ALL AMERICAN PET RESOR	PD: Operating Expense	173.10
AMZN MKTP US KC3338NM3	PD: Supplies	39.98
AMAZON.COM 4C34323U3	PD: Supplies	10.49
AMAZON.COM TQ4YL10C3	PRCS: Splashpad	14.99
PAYPAL 3CMA	CR: award entry	95.00
KROGER #366	PRCS: Villa Barr	14.10
CJS PARTY RENTALS	PRCS: Fuerst Field of Honor	1,261.25
LOS GALANES RESTAURANT	LIB: Program	100.55
WHITLOCK BUSINESS SYST	TREAS: Printing for utility bills	500.00
ACTIVE ASSAILANT CONF	PD: Training	424.90
PRI MANAGEMENT GROUP	PD: Training	338.00
SQ LA GLORIA BAKERY	LIB: Programming	49.25
SQ LA GLORIA BAKERY	LIB: Programs	35.79
GFS STORE #1985	CR: Employee Event	52.95
WESTIN	PM: IFMA Conference hotel	1,388.12
GFS STORE #1985	CR: supplies	122.02
HILTON	PD: Conference	350.28
GUERNSEY FARMS DAIRY R	CR: Employee Event	239.94
AMZN MKTP US 0K5D916V3	PD: Supplies	242.84
AMZN MKTP US TQ9JT4YJ3	DPW: Operating Supplies	10.78
AMZN MKTP US YL70I3K53	FM: Operating Supplies	40.59
TARGET 00014654	LIB: Program	78.82
COMMUNICATORAWARDS.COM	CR: Video	549.06
EMBASSY SUITES	CD: Conference Lodging	1,214.24
MOES ON TEN	CR: ambassador graduation	1,799.88
B2B PRIME 2A1849JP3	FIN: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	CLK: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	IS: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	PD: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	FD: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	CD: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	DPW: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	CR: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	PRCS: Amazon Mbrshp	129.90
B2B PRIME 2A1849JP3	OAS: Amazon Mbrshp	129.90
FEDEX77499173	IS: FedEx	96.13
GFS STORE #1985	CR: picnic	254.89
THE HOME DEPOT #2737	W&S: water line maintenance	42.91
KALAHARI RESORT- OH	PD: Conference	604.70
123.NET, INC.	FACILITES - Utilities - Telephone	2,847.39
KALAHARI RESORT- OH	PD: Conference	604.70
KALAHARI RESORT- OH	PD: Conference	604.70

AMZN MKTP US SF4305Y23	PRCS: Community Center	27.98
PANERA BREAD #608009 O	CC: Elections	291.41
AMZN MKTP US R081C3XQ3	PD: Supplies	33.96
AFP MACEO	CD: Training	20.00
PANERA BREAD #608009 O	CR: catering	91.95
ESRI	IS: Software Login	110.00
SQ BRIAN R. COVERT DV	PD: Operating Expense	305.00
DELTA	PM: Baggage check fee	35.00
NATIONAL FIRE PROTECTI	FD: Training	399.00
U-HAULNOVI FEED LLC	CLK: Election Transport	271.60
SAMS CLUB #6657	CR: picnic	248.04
AMZN MKTP US 2Y41N8F83	CR: supplies	7.99
AFP MACEO	CD: Training	20.00
NFPA NATL FIRE PROTECT	FD: Dues	180.00
AFP MACEO	CD: Training	20.00
AMZN MKTP US 3G0YE1SE3	FM: Operating Supplies	62.99
AMAZON MAR 112-383660	PRCS: Fuerst Field of Honor	35.99
AMZN MKTP US 036ER3I43	PRCS: Program Supplies	349.00
D J WALL-ST-JOURNAL	MGR: Wall Street Journal	38.99
AA COMMUNICATIONS	PRCS: 911 Phone	394.95
MICHIGAN GRAPHICS AND	PD: Operating Expense	807.30
AMZN MKTP US V06FS8ED3	DPW: Operating supplies	24.28
DELTA	ED: Conferences/workshops	598.20
AMZN MKTP US JZ3E04XU3	DPW: Operating Supplies	36.98
LEE S CHICKEN	PD: Operating Expense	629.85
BENITO S CAFE	CLK: Election	96.78
AMZN MKTP US X98V47TY3	PD: Operating Supplies	475.75
AMZN MKTP US YH8LL6913	FD: Supplies	13.99
TST PICASSO DELI NOVI	FIN: Emp Recognition	60.94
POTBELLY	CC: Food for Council Committee	13.43
LORMAN BUSINESS CENTER	DPW: Training	594.15
DD/BR #304009	DPW: Public Works Week Trng	59.96
WEB NETWORKSOLUTIONS	IS: Domain	15.99
FIRST WATCH - 0686 - E	TREAS: Lunch for EAD	89.47
INSPIRE MARKETPLACE	LIB: Programming	113.28
AMAZON.COM 708IR7IF3	PD: Supplies	27.99
EL PATIO MEXICAN RESTA	ASSES: Employee Appreciation	45.00
POTBELLY	CC: Food for Council Committee	128.85
SCHOOLCRAFT COLLEGE TU	ED: Conferences/workshops	195.00
CENTURYLINK LUMEN	FACILITIES - Utilities - Cable	250.75
WM SUPERCENTER #5893	LIB: Program	61.76
AMZN MKTP US GH3CU8GJ3	PD: Supplies	554.97
AMZN MKTP US 302E47HP3	OAS: DME Loan Closet Supplies	57.98
AMZN MKTP US Z59BB6XV3	PD: Supplies	25.99
AMZN MKTP US 6U3E67DU3	PRCS: Villa Barr	20.94
AMAZON.COM 0R1XX5AA3	TREAS: supplies	20.41
AMZN MKTP US UJ33S2B93	PD: Operating supplies	337.64
MOGUL INC.	HR: Recruitment tool	479.50
UBER TRIP	PM: Uber to IFMA hotel	32.53
2024 SELECTUSA	ED: Conferences/workshops	1,290.00
SAMSClub #6657	CD: Employee Appreciation	27.31
MEIJER # 122	CD: Employee Appreciation	16.96
AMZN MKTP US BU8OG30A3	TREAS: supplies	60.97
DELTA	PM: IFMA bag check	35.00
JAPAN AMERICA SOCIETY	CR: JAS event	2,300.00
AMZN MKTP US VU8OK8B23	CR: supplies	23.90
AMZN MKTP US FF7ON2573	CD: Shoe Covers	366.94
AMAZON.COM 191P21JF3	PD: Operating Expense	122.30
DIAMOND JIM BRADY'S	MGR: Meeting Food	77.66
WESTIN	HR: credit for accidental charge	(705.54)
AMZN MKTP US BF9AI4M03	FD : Supplies	11.19
PANERA BREAD #608009 O	CR: Ambassador	102.65
AMAZON.COM SD1XO83D3	PD: Supplies	66.22
AMZN MKTP US PY5HS8X83	PD: Supplies	166.88

AMAZON WEB SERVICES	W&S: Hosting Fee	0.15
AMZN MKTP US MD99L3PV3	CR: supplies	24.88
AMAZON MARKETPLA CERT	PD: Operating Expense	863.89
AMAZON.COM 9E4UR7EE3	PD: Supplies / Coffee	154.79
SQ TOUCH OF HONEY	HR: Emp recognition/engagement	1,440.00
HARBOR FREIGHT TOOLS 6	PM: Movers pads	37.98
AMZN MKTP US WA4VV9EX3	CR: supplies	18.99
AMZN MKTP US AI3Y27TS3	PD: VM	233.97
SAVANCE LLC	IS: Software Renewal	750.00
GFS STORE #1985	CR: supplies	44.97
SAVANCE LLC	IS: Software Renewal	1,133.00
WM SUPERCENTER #5893	PRCS: OAS Food	(301.04)
SP PLUS CORP PARKING	PD: Operating Expense	130.00
AMZN MKTP US V22BG6V93	FM: Office Supplies	99.45
AMZN MKTP US RC25J8G43	FM: Office Supplies	18.99
AMZN MKTP US YE14K5233	FIN: Office Supplies	25.58
SURVEYMONK T 45582343	PD: VM	99.00
THE H HOTEL	CD: Continuing Education	551.25
AMZN MKTP US BL6680PS3	FD: Supplies	43.77
AMZN MKTP US 8457I6DV3	PD: Coffee	116.98
WM SUPERCENTER #5893	PRCS: OAS Food	284.00
AMZN MKTP US L17GH5KB3	CLK: Elections	17.79
B&H PHOTO 800-606-6969	PEG: Gaff Gear	278.56
EGLE DW TRAIN AND CERT	W&S: S4 Cert.	95.00
ISC2	IS: Training	135.00
FREEP.COM	MGR: Newspaper Subscription	14.99
FIRESIDE GRILL	CR: State of the City	83.14
AMZN MKTP US 7V54K5LL3	FIN: Office Supplies	105.77
AMAZON.COM D70956V83	FIN: Office Supplies	59.94
TRADER JOE S #667	CR:State of the City	116.49
PSI - MCOLES	PD: Operating Expense	75.00
U S PARK	PM: IFMA airport parking	66.00
AMZN MKTP US RR8SU1NK1	PD: Supplies	539.97
ICMA ONLINE	IS: Conference	(364.00)
MICHIGAN ECONOMIC DEVE	CD: Registration	135.00

GRAND TOTAL

\$ 3,333,899.75

GENERAL FUND	101	702,162.50
MAJOR STREET FUND	202	85,813.15
LOCAL STREET FUND	203	158,394.05
MUNICIPAL STREET FUND	204	15,557.00
PARKS, REC & CULTURAL SVCS FUND	208	96,572.57
DRAIN FUND	211	129,566.63
TREE FUND	213	80.45
FORFEITURE FUND	262	478.10
LIBRARY FUND	271	55,983.67
LIBRARY CONTRIBUTION FUND	272	14,573.96
STREET LIGHTING 204109 - WEST OAKS ST	281	428.78
STREET LIGHTING 204 81 - WEST LAKE DRIVE	286	263.11
STREET LIGHTING 204108 - TOWN CENTER ST	287	1,747.49
CAPITAL IMPROVMENT PRGRM (CIP) FUND	401	3,015.28
GUN RANGE FACILITY FUND	409	594.00
PEG CABLE - CAPITAL FUND	463	4,590.12
SENIOR HOUSING FUND	574	100,374.18
WATER AND SEWER FUND	592	1,784,205.19
AGENCY FUND	701	137,732.79
MI HIDTA	725	41,766.73

GRAND TOTAL

\$ 3,333,899.75