



CITY OF NOVI
Administrative ePacket
April 24, 2025

Council Action/Attention

[Plante Moran Realpoint Update](#)

[Third Quarter Goals Update - Mahoney](#)

[Foresight Workshop: Top Trends & Insights - Mahoney](#)

[Child Care Text Amendment Updates - McBeth](#)

[Adult Day Care Text Amendment Updates - McBeth](#)

Departmental Updates

[The Buzz Report](#)

[Villa Barr Pathways April 2025 Update - Muck](#)

For Your Information



City of Novi - Project Status Overview

Status Summary

Novi City Council Weekly Update #13

As of:

4/23/2025

Overall
Status

In progress

PMR Previous Activities (October 2024 – April 2025)

PMR FS #4 Tour (4/1/25)

- FS 4 needs to be assessed later in the program once priority items from PSB/FS3/FS4/Road Construction are addressed

Site Selection (FS #2 alt site in progress – PMR deliverable)

- Offer submitted by PMR; executed Letter of Intent from owner expected. Once executed LOI is received, PMR will forward to the city's outside counsel for review

Community Center

- ~~PMR recommends a feasibility study to help determine not only the program and probable cost to construct but potential operating costs/revenues based on current local community center operations.~~ City Manager has asked for the costs associated with particular uses to inform City Council discussions.

Upcoming Activities

Royal Oak PD / W. Bloomfield FS Tour to be rescheduled

Education Plan

- PMR providing support for the City
- City landing webpage is now live

Request For Proposals

- PMR drafting RFPs for A/E and CM and recommending firms to be invited to bid
- PMR advising City as to procurement strategy

Appropriations Request

- PMR assisting the city with an application for a Community Project Funding Grant through Housing and Urban Development's Economic Development Initiative
- Cardenas and Zinser requesting letters of support (Oakland County, SEMCOG and Secret Service received; awaiting letter from MI State Police and possibly Congresswoman Stevens' office)
- Application due April 25 at 5pm

Areas for Discussion

Site Due Diligence / Budget Items Checklist:

- City / PMR to review Due Care Plan and strategize path forward

Procurement (PMR drafting recommendation letter to City Manager)

To establish guidelines for procuring professional services and maintaining the project schedule, PMR requests approval for an **invite-only Request for Proposal (RFP) and selection process.**

Construction Delivery Method (PMR drafting recommendation letter)

Selecting the construction delivery method is critical to the program schedule, enabling PMR and CON legal counsel to begin drafting the RFPs and contract documents for the Architect, Construction Manager, and Technology Consultant. Starting this process now will allow for final contract execution and a kick-off meeting immediately following a successful vote.

PMR recommends using the Construction Manager as a Constructor (CMc) for the construction delivery method.

Site Selection – Alt Site

Note: We will need reimbursement language so land purchase can be funded from bond proceeds

Upcoming Administration Meeting: 5/5/25

Future City/PMR meetings will occur first Monday of the month

Transportation and Housing and Urban Development
HUD/Community Planning and Development; Economic Development Initiatives

Project Title: **Novi Public Safety Program**

Project Description: **Novi's Police Station and Fire Stations #1, #2, and #3 were built between 1978 and 1981. Since then, the community's population has more than tripled in size. With Novi's population projected to exceed 74,000 by 2050, the City has had to evaluate whether these facilities can adequately support current and future public safety needs.**

The projected growth for public safety operations demonstrates a need for larger and more flexible work spaces than these buildings provide. The current buildings were also not designed with co-ed use in mind, which presents challenges for a modern workforce.

While renovation is an option, the materials used in the original construction — including steel and concrete structural walls — make retrofitting difficult and cost prohibitive.

Novi has asked voters to support a \$120 million bond proposal on August 5, 2025, that will support the construction of a new Public Safety Building, which will house the police department and Fire Station #1. This bond proposal will also fund the construction of a new Fire Station #2 and a new Fire Station #3, in addition to improvements at the existing Fire Station #4. As part of authorizing the submission of this bond proposal to voters, the City Council has determined new facilities would provide police officers and firefighters the space, tools, and resources to serve the growing Novi community.

Estimated Start Date: **August 2025, subject to voters approving a bond ballot proposal on August 5, 2025.**

Estimated End Date: **2030**

Amount Requested for FY26: **\$10,000,000.00**

Total Project Cost: **\$120,000,000.00**

FY26 President's Budget Request Amount (if not included in the budget request, write 0): 0

FY25 Enacted Amount (if not enacted, write 0): 0

Can the project obligate all appropriated funds within 12 months after enactment? **(yes)** or no)

Was the request submitted to another subcommittee this fiscal year? (yes or **(no)**)

Is the funding requested by a governmental or non-profit organization? Please select one of the below.

- Government
- Nonprofit
- Other

Recipient Point of Contact (this cannot be a lobbyist, this must be an individual employed by the grantee who will serve as a point of contact for the funding agency): [Victor Cardenas, City Manager, City of Novi](#)

Recipient Phone Number: [248.347.0445](#)

Recipient Email Address: vcardenas@cityofnovi.org

Which congressional district(s) is the recipient located? [Michigan's 6th District \(MI06\)](#)

Recipient Legal Name: [City of Novi](#)

Street Address: [45175 W 10 Mile Road](#)

City: [Novi](#)

State: [MI](#)

Zip Code: [48375](#)

Is the project the same as recipient address? If not, please provide the legal name and address. If the project is not located in MI06, please identify congressional district.

[The project entails the new construction of public safety facilities within the city and MI06.](#)

What are the benefits of this project and why is it a priority? Are there community partners participating in this project? [The current Novi Police Station was built in 1980. Although well maintained, the building lacks adequate program space needs to serve the City of Novi's existing and future population. Most of the walls of this 45-year-old structure are concrete block, which makes renovating more expensive than other wall construction types. The age of the building will dictate the need for consistent investment into capital improvements related to the mechanical, electrical, plumbing, IT, and security systems, all of which have exceeded their useful life. The existing building contains approximately 38,000 s.f., but according to a space needs analysis commissioned by the City, a programmed building of 54,000 s.f. is recommended to meet current and future public safety needs. In the current police station, the dispatch area and support spaces are undersized, the locker facilities need upgrading, and the evidence and storage rooms are undersized to meet current operations. Based on the growing City of Novi community](#)

needs as well as the programed spaces that are deficient in the current building, a new, more efficient facility is warranted.

Fire Stations #1-3 were built in the late 1970s/early 1980s, when the Novi population was about a third of what it is today. These buildings are modest in size (3,880, 5,117, and 9,980 s.f.) and lack the program needs for modern fire stations serving the population of Novi today and into the future. Some of the building and site program deficiencies include inadequate separation of clean areas (or “cold zones”) from first responders’ dirty and potentially contaminated areas (or “hot/warm zones”). It is important to separate these areas to avoid contaminants from a fire event entering the living environment of the fire station staff. It was also noted that sleeping quarters and associated support spaces for first responders were undersized, lacked privacy, and often had limited or nonexistent separation for male/female accommodations.

To right-size these buildings for the Novi community, a three-apparatus bay fire station would be the standard for operations. Currently, only one station contains three bays. The remaining two stations have two bays and are unable to expand to accommodate an additional bay due to site size restrictions. Based on the growing City of Novi community needs as well as the programed spaces that are deficient in the current buildings, the construction of a new, more efficient Fire Station #1, Fire Station #2 and Fire Station #3 is warranted.

To connect the new Public Safety Headquarters to the community, Lee BeGole Drive would be constructed to connect Crescent Boulevard south to Grand River Avenue. This road will provide a direct and efficient route for emergency vehicles, reducing potential delays caused by traffic congestion or limited access points. This \$18 million roadway and infrastructure investment is within the current City of Novi Public Safety Program budget.

The funding for this project is contingent upon Novi voters approving a \$120 million bond ballot proposal on August 5, 2025. There are no additional community partners participating in this project.

Has the request been submitted to another Subcommittee or Committee this fiscal year? If yes, which one(s)? No.

Is this project consistent with the primary objective of the community development program? Please describe who the project is intended to benefit.

The project is directly aligned with the primary objective of the community development program, with a federal nexus consistent with purposes authorized in 42 U.S.C. 5305(a)(2) – providing the construction/reconstruction of public works facilities and other site improvements. The project is an appropriate use of taxpayer funds because it ensures police officers and firefighters have the space, tools, and resources to serve the growing Novi community. A shared Public Safety headquarters will enhance communication, coordination, and emergency response, while providing updated technology, improved training areas, and better working conditions for public safety personnel.

What is the entity's Taxpayer Identification Number (TIN)/Employer Identification Number (EIN)? [38-6032551](#)

What is the ZIP code of the project location? If the project spans multiple ZIP codes, provide the ZIP code where most of the appropriation would be spent.

[48375](#)

Does the grantee have experience executing a federal grant? [No](#).

Does the grantee have a Community Project Funding (CPF)/Congressionally Directed Spending (CDS) project that has not yet secured a signed grant agreement with HUD? This should include projects for which appropriations were made since FY2022. If yes, please provide: The title of the project; The fiscal year the CPF/CDS was enacted; The awarding Member(s) and/or Senator(s); The grant number as provided by HUD; and the grant's status ("No Materials Submitted" or "Grant Review in Progress") [No](#).

Was this project funded within this account in the FY25 House Transportation-HUD bill? (Y/N) If yes, please provide the title of the project, and the page number it appeared on, as it shows in the back of the report in House Report 118–584. [No](#).

April 21, 2025

Rep. Debbie Dingell
102 Cannon House Office Building
Washington, DC 20515

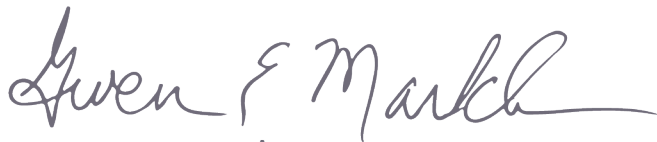
Dear Rep. Dingell,

I am writing to endorse the City of Novi's request to be considered for FY26 Community Project Funding, which would supplement the funds that would be generated should the city's upcoming public safety bond proposal be approved by voters in November 2025. The proposed bond will raise funds for a new public safety headquarters, which would include co-located police and fire stations; two new 14,500 sq. ft. fire stations in the north and southeast areas of the city; on-site improvements to current fire station #4 located at Ten Mile and Wixom roads; upgrades to equipment and technology; and construction of a connecting road to provide a direct and efficient route for emergency vehicles.

Novi's police station and fire stations #1, #2 and #3 were built between 1978 and 1981. Since that time, the City of Novi's population has more than tripled and is projected to exceed 74,000 by 2050. Its current facilities no longer meet the needs of the growing Novi community and were not designed with co-ed use in mind, presenting a challenge for the modern workforce. Although renovation is an option, the materials used in the original construction make retrofitting difficult and costly. New facilities will provide police officers and firefighters with updated technology, enhanced training areas and improved working conditions to ensure the best public safety services to the City of Novi and surrounding communities. Additionally, bringing police and fire services under one roof at the proposed public safety headquarters will improve communication and coordination, allowing first responders to mobilize more efficiently, especially during critical incidents.

I strongly urge you to grant the City of Novi's funding request. Please reach out to me if you have any questions.

Sincerely,



Gwen Markham, Commissioner
District 15
Oakland County Board of Commissioners

Representative Debbie Dingell
102 Cannon House Office Building
Washington, D.C. 20515

Dear Representative Dingell,

SEMCOG, the Southeast Michigan Council of Governments, is pleased to support the City of Novi's proposed public safety facility improvements. These critical investments will enhance public safety services by attracting and retaining skilled personnel, improving emergency response times, and providing first responders with the modern tools and infrastructure they need to protect residents effectively.

Since the original construction of Novi's Police Station and Fire Stations #1, #2, and #3 between 1978 and 1981, the community's population has more than tripled. Growth continues, with projections indicating their population will exceed 74,000 by 2050. This substantial increase in residents has placed growing pressure on the city's police and fire departments, stretching existing resources and facilities beyond their intended capacity.

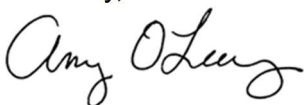
Given the growing demands for public safety and the diminishing returns from the current facilities, these buildings are no longer sufficient to meet the city's needs. To address this, Novi plans to construct three new public safety facilities and make on-site improvements to one additional fire station over the next five years. This \$120 million initiative will be primarily funded by the Novi community; however, supplemental support from state, federal, and private partners will be essential to maximize the impact of local investment.

While retrofitting buildings can sometimes offer cost and environmental advantages, Novi's current public safety facilities are not suitable for such upgrades. The original buildings feature steel and concrete structural walls, making renovations extremely challenging. Moreover, due to the outdated nature of these structures, the city can avoid escalating short-term repair costs and instead invest in modern facilities built to current standards, with future growth in mind.

SEMCOG is Southeast Michigan's regional planning partnership and represents more than 185 local governments. Our intra-regional and bipartisan Legislative Policy Platform includes a strong call for policies and resources that support the recruitment and retention of public sector employees, specifically public safety personnel. Upgrading Novi's public safety facilities will help achieve this by providing modern, co-ed-capable spaces that better accommodate today's workforce. The new facilities will also include dedicated spaces for public safety education, outreach, and community programs.

SEMCOG strongly supports our local community leaders as they work to maintain and upgrade critical infrastructure and improve the quality of life for Southeast Michigan residents. If you have any questions or require additional information regarding SEMCOG's support for this project, please contact me at 313-324-3350 or oleary@semcog.org.

Sincerely,



Amy O'Leary
Executive Director



U.S. Department of Homeland Security
UNITED STATES SECRET SERVICE

Detroit Field Office

April 22, 2025

The Honorable Debbie Dingell
United States Representative
102 Cannon House Office Building
Washington, DC 20515

Dear Representative Dingell,

The United States Secret Service has been a proud federal partner with the Novi Police Department for over 12 years. Since 2013, the Novi Police Department has housed the Southeast Michigan Cyber Fraud Task Force. This U.S. Secret Service led taskforce is comprised of various federal agencies and local police departments, to include detectives from Novi Police Department, tasked with investigating and dismantling complex criminal fraud groups in and around Southeast Michigan. I fully support Novi Police Department's efforts in seeking a grant through Community Project Funding.

The Novi Police Department has included us in all their facility needs studies to ensure they can provide ample space for the taskforce. We look forward to continuing our partnership and operating the Southeast Michigan Cyber Fraud Task Force out of their facility. The grant will only serve to enhance Novi's new public safety facilities and strengthen their federal partnerships. I fully support the City of Novi's funding request. If I can be of further assistance feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Douglas J. Zloto".

Douglas J. Zloto
Special Agent in Charge
U.S. Secret Service
Detroit Field Office
Douglas.Zloto@usss.dhs.gov

The Honorable Tom Cole
Chairman
Committee on Appropriations
H-307, U.S. Capitol
Washington, DC 20515

The Honorable Rosa DeLauro
Ranking Member
Committee on Appropriations
1036 Longworth Building
Washington, DC 20515

Dear Chairman Cole and Ranking Member DeLauro:

I am requesting funding for the City of Novi Public Safety Project in Fiscal Year 2026. The entity to receive funding for this project is the City of Novi, located at 45175 Ten Mile Road, Novi, MI 48375. The funding would be used for the co-location of the Novi Police Station and Fire Station #1 into a newly constructed, modern, centralized Public Safety Headquarters. Funding will also be used for the new construction of Fire Station #2 and Fire Station #3, as well as improvements to the existing Fire Station #4. With a growing population, the City of Novi will need upgraded facilities to adequately support its public safety needs.

The project is an appropriate use of taxpayer funds because it ensures police officers and firefighters have the space, tools, and resources to serve the growing Novi community. A shared Public Safety Headquarters will enhance communication, coordination, and emergency response, while providing updated technology, improved training areas, and better working conditions for public safety personnel.

The project has a federal nexus because the funding provided is consistent with purposes authorized in 42 U.S.C. 5305(a)(2).

I certify that I have no financial interest in this project, and neither does anyone in my immediate family.

Sincerely,

Member of Congress

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: DANIELLE MAHONEY, ASSISTANT CITY MANAGER
SUBJECT: 3RD QUARTER COUNCIL GOALS UPDATE
DATE: APRIL 24, 2025

On January 6, 2024, City Council convened for the Early Input Budget and Goal Setting Session. The strategic goals discussed during this session were unanimously approved at the February 12, 2024, Council Meeting. These goals are prominently displayed on the [City's website](https://www.cityofnovi.org) and are integral to the annual budget process.

To keep Council informed and engaged, staff will provide quarterly updates on the status of these goals, detailing accomplishments, ongoing work, and opportunities for refinement. These updates will serve as a tool for Council to:

- Ask questions about current progress.
- Shift focus or pivot strategies, if necessary, based on new insights or evolving community needs.
- Ensure alignment with the City's strategic priorities.

As a reminder, an update on goals from the first and second quarter were presented at the [September 30, 2024 City Council Meeting](#) and the [January 6, 2025 City Council Meeting](#).

Third quarter key highlights are below and align with the City's three core program areas:

OPERATE a World-Class, Sustainable Local Government

Q3 key highlights include:

- **Long-Range Strategic Planning:** The Long-Range Strategic Planning Committee has made significant progress toward the Novi 2050 Strategic Plan, going under contract with BerryDunn to facilitate the strategic planning process, and completing the first Council workshop aligned with the effort – a futurist session in which Council and staff identified and prioritized future trends that will impact Novi. Staff is currently finalizing a core project team and a project kick-off with BerryDunn is scheduled for late April.
- **Boards & Commissions Process:** The Clerk's Office and City Manager's Office are currently working with Legal to confirm updates to appointment terms and frequency for existing boards and commissions to streamline the process and

present to the Rules Committee. Once finalized, the focus will shift to enhancing onboarding efforts.

BUILD a Desirable and Vibrant Community for Residents and Businesses

Q3 key highlights include:

- **Novi Town Center:** Significant progress has been made in revitalizing the Main Street area. In addition to the streetscape enhancements initiated by Pulte and the refreshed façade at Town Center, new development by Sakura has further contributed to the area's momentum. These combined efforts have supported the opening of several new businesses and helped reestablish a vibrant atmosphere. The Corridor Improvement Authority (CIA) is set to resume regular meetings and is focused on developing a cohesive visual identity for the entire corridor to unify its look and feel. City staff are also exploring opportunities to collaborate with Town Center leadership and the Chamber of Commerce to create a strategy that enhances community engagement and activation in the area.
- **Broadband:** The Public Utilities Committee recently met with Farmington Mayor Joe LaRussa to learn about their broadband strategy. They also heard from a local internet service provider to gain insight into the private sector's approach to broadband expansion. Currently, the committee is exploring the potential cost and scope of developing a broadband master plan tailored to Novi's needs. At its budget session on 4/16, Council approved a \$75,000 placeholder to be reflected in the FY26 Recommended Budget.

INVEST Properly in Being a Safe Community for All

Q3 key highlights include:

- **Accreditation:** The City of Novi remains committed to service excellence through active participation in national and state accreditation programs across several departments. These rigorous processes promote transparency, continuous improvement, and adherence to industry best practices.
 - Parks, Recreation & Cultural Services (PRCS) – CAPRA
PRCS earned national accreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA) in 2016 and was re-accredited in 2021. Novi is one of only three accredited agencies in Michigan. The department is currently preparing for its 2026 re-accreditation, with all full-time staff engaged in reviewing and updating documentation to meet CAPRA's 154 standards.
 - Public Works (DPW) – APWA
DPW is actively working toward accreditation through the American Public Works Association (APWA). The process involves a thorough self-assessment and compliance with over 400 best practices in public works

operations. This effort supports continuous improvement and service validation, and DPW is expected to receive its evaluation in spring 2026.

- Police Department – CALEA & MLEAP

Novi Police Department holds three accreditations:

CALEA Advanced Law Enforcement (462 standards) – Accredited since 2017; CALEA Communications (209 standards) – Accredited since 2021; Michigan Law Enforcement Accreditation Program (MLEAP) (128 standards) – Accredited since 2018

In March 2025, the department completed reaccreditation assessments for both CALEA programs. Final review hearings will occur in August 2025, with reaccreditation anticipated. MLEAP was most recently renewed in 2024. Future reaccreditation cycles are scheduled for 2027 (MLEAP) and 2029 (CALEA).

- **Sidewalk Maintenance Policy:** The City has awarded a contract to complete a sidewalk condition survey covering 220 miles of sidewalks. This data will support a multi-year neighborhood repair program, with work planned in at least one district per year. The survey is to be completed in Q4 using specialized equipment and will take 1–2 weeks for data collection and 2–3 weeks for processing. Results will be integrated into the City's GIS for repair planning.

In addition to this memo, staff will provide a summary Q3 goals update at the May 5th Council meeting.

Thank you for your leadership and continued guidance.

Attachment: Red Box Objectives spreadsheet.

Approved Budget Red Box Objectives - Fiscal Year 2024/25
Progress Reporting and Accountability Form

Red Box Item #	Item Description	Category	Staff Lead(s)	Support	Committee	Quarter for Initiation	Quarter for Completion	Project/Activity Status Q3 (March 31, 2025)	Milestones Q3
OPERATE a world-class, sustainable local government.									
1	Create and adopt a comprehensive Community Strategic Plan to envision the future state of our community in the year 2050		V. Cardenas	CMO + Leadership	Long-Range Strategic Planning	Q2	Q4	In Progress	LRSP is under contract with BerryDunn to facilitate the Novi 2050 planning process. Futurist session with Rebecca Ryan took place in early March, with debrief on 4/14. Project KO call with BD in the works.
2	Establish an Environmental Sustainability Committee to study all aspects of environmental sustainability in the City and at minimum, develop an Environmental Sustainability Action Plan		D. Mahoney		Environmental Sustainability	Q1	Q4	In Progress	Committee continues to define their scope via meetings. Planning a workshop to align goals under broad pillars/areas of focus to create a plan of action.
3	Increase engagement and outreach efforts with Novi's Diverse Populations		S. Walsh	V. Cardenas D. Mahoney		Q1	Ongoing	In Progress	Diwali Festival confirmed. Novi 20250 plan will include a robust community engagement effort. Additionally, establishing a new Sister City arrangement with a city in Shiga, Japan. Anticipated travel to coincide with the Midwest Japan Conference occurring this September. If a new arrangement is secured, the Mayor will be invited to participate in a signing ceremony during the conference. Finally, staff is working on hosting a delegation from Japan this summer. The delegation will be comprised of flag football players and will play a game against students from Novi Schools.

4	Explore further service consolidation and joint opportunities with the Novi Community School District		V. Cardenas			Q1	Ongoing	In Progress	Discussions continue to take place. An additional meeting between the Finance/Administration meeting and the Schools Capital committee will take place in Q4
5	Review and update current board and commission structure and add new boards/commissions as appropriate to maximize opportunities for resident engagement and input to City Staff		V. Cardenas	C. Hanson	Rules Committee	Q1	Q4	In Progress	Clerks and CMO currently working with legal to confirm changes to appointment frequency and terms for existing boards/commissions to streamline process. Focus on onboarding to follow.
6	Develop a plan to renew the Capital Improvement (CIP) millage to get it on the ballot in advance of expiration		V. Cardenas	D. Mahoney C. Johnson S. Walsh T. Schultz C. Hanson		Q1	Q4		A plan and recommendation will be presented to City Council in December 2025, in preparation for a 11/2026 election
7	Prioritize and implement the top 3 Action Plans from the "Environmental Sustainability Action Plan"		D. Mahoney		Environmental Sustainability	Q4	Q4	Not Started	Env Action Plan still under development
8	Continue efforts to reduce the unfunded and long-term liabilities by pursuing a strategy of Defined Contribution retirement plans (or Hybrid DB/DC where appropriate)		C. Johnson		Finance and Administration	Q1	Q4	In Progress	Nearing completion. Debrief from AON occurred on 4/22. Recommendations from AON will come before Council in the coming weeks.

BUILD a desirable and vibrant community for residents and businesses

9	Investigate and improve ongoing power issues experienced by Novi residents by collecting data from DTE and working with neighboring communities		R. Petty		Public Utilities	Q1	Q4	Planning	The committee met with Farmington Hills Mayor Joe LaRussa to discuss their approach to DTE power related events, the deliverables they received, and how they track and report information to the public.
10	Review the Woodlands and Wetlands Ordinance and make any necessary revisions to ensure we are balancing the protection of natural resources with development		T. Schultz	C. Boulard J. Herczeg K. Salowich		Q1	Q4	In Progress	Woodlands is near completion - ordinance and letter expected from City attorney soon. Wetlands will require more discussion.

11	Assess and create a Novi (Town Center Area) Vibrancy Strategy that is organized under four pillars: Home, Economic Center, Destination, and Safe & Welcoming Place		C. Boulard	CMO			FY26	In Progress	City staff are exploring opportunities to collaborate with Town Center and the Chamber to develop a strategy to enhance community engagement opportunities in the area.
12	Create a broadband master plan		R. Petty		Public Utilities		FY26	Planning	The committee met with Farmington Hills Mayor Joe LaRussa to discuss their approach to broadband. We also had a local ISP talk with the committee to understand the private sector approach to broadband rollout. We are currently exploring the cost of a broadband master plan based on Novi's needs.
13	Build a Community Facility that serves and connects all our residents		V. Cardenas	D. Mahoney J. Muck		Q3	Q4	Planning	Data and information on community centers/estimated cost allocation for certain amenities has been created and will be shared with Council to help inform prioritization.
14	Develop walkable 'Pocket Parks' in areas of the city where there are no walkable parks		J. Muck			Q1	Q4	Planning	Elm Ct. closing took place on April 22nd
15	Pursue partnership with Northville for a Trail connection from Novi-Northville, possibly near the railroad bridge on 8 mile (e.g. presentation at Walkable Novi)		J. Muck					Planning	Discussions are ongoing with the Mobility Committee. Currently some options have been identified and there currently deliberation on preference and possible funding opportunities.
16	Work with neighboring communities to complete connections through Novi to local trail systems (Airline/Huron Valley, Hines Drive, I-275 when complete to make Novi businesses an appealing rest stop for cyclists using the trails		J.Muck					Not Started	Conversations with neighboring communities will take place this summer to determine the existing options

INVEST properly in being a Safe Community at all times for all people.

17	Develop a plan to capitalize on the County's Transit Millage to ensure utilization of the tax dollars the City infuses into the system		V. Cardenas			Q1	Ongoing	In Progress	A proposal will be sent to Novi Transit and SMART regarding the possibility of establishing transit to DTW and to determine the roll out of bus stop shelters.
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18	Investigate opportunities to improve and enhance the City's Yard Waste Collection by offering a drop-off facility during off months		J. Herczeg	R. Petty		Q1	Q4	Completed	Discussed in Sustainability Committee and with RRRASOC. Not enough demand to alter/add additional programs at this time.
19	Update the Sidewalk Maintenance Policy and evaluate all City sidewalks over the next 5 years, making repairs as recommend in the policy		J. Herczeg		Mobility	Q1	Ongoing	In Progress	Awarded Sidewalk Condition Assessment at CC in 2/24/25 to gather data prior to design. Survey to be completed in Q3/Q4 and design to follow.
20	Collaborate with the City of Northville, Northville Township, Wayne County to ensure 8 Mile Road is re-constructed between Novi and Haggerty Roads		V. Cardenas			Q1	Q2	Completed	Wayne County DPS has decided to push the 8 Mile/CSX bridge work to next year (2026). Maybe demo late next winter and pour the new deck by May of 2026.
21	In 2023, the percentage of our roads in Poor (PASER 1-3) condition was ~9% and the percentage of roads in Fair (PASER 4-5) condition was ~40% (~50% combined). Maintain road funding levels to decrease the number of roads with a PASER score of Poor Condition (1-3) and Fair (4-5) to ~45% of the total road network by 2026.		J. Herczeg		Mobility	Q1	Q4	In Progress	2025 Road Report Update to be shared at next Mobility Committee Meeting 5/15/2025 and as CC Admin Packet Memo
22	Develop a plan to ensure senior transit is financially sustainable given the growth in Novi's senior population and requests to add additional service times, routes, etc.		K. Kieser			Q1	Ongoing	In Progress	PEX continues to provide high level of service.

23	Continue to support accreditation (or re-accreditation) of Police, Fire, Dispatch, Parks, Recreation, Cultural Services, Public Works, etc.		V. Cardenas	M. Mikus W. Scallions		Q1	Ongoing	In Progress	PRCS Staff is actively updating all chapters in preparation for 2026 re-accreditation.
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Proposed Capital Initiatives (Transformative Projects)

24	12 Mile widening—funding model		C. Johnson	J. Herczeg	Finance and Admin	Q1	Q4	In Progress	Project continues to move forward. Wetland Mitigation and Functional Lift requirements to be constructed in 2026. RCOC Project Public Meeting schedule for 4/29/25. Current funding for city share is adequate
25	New public safety facility		E. Zinser	V. Cardenas R. Petty	Public Safety Building Needs Committee	Q1	On-going goal. five-year project	In Progress	On March 10, 2025, Novi City Council approved bond language and unanimously approved to put the bond on the August 5th ballot. Meetings with PMR are on-going. Informational efforts are on-going via media outlets, social media, flyers, and HOA meetings. Informational meetings are scheduled to be held at each of our public safety facilities.
26	ITC reconfiguration		J. Muck			Q1	FY26	Planning	PRCS staff developing project and prioritization list for potential 2026 CIP millage renewal
27	Facilities to support Older Adult Services and Recreation		K. Kieser	J. Muck			Q4	Planning	researching cost estimates per CC request

28	Beck Road widening		J. Herczeg			Q1	FY26	In Progress	EA review with MDOT/FHWA in process. Public Hearing to be scheduled in May 2025. Project is still projected to be on schedule for a Nov 2025 Letting and 2026 Construction
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MEMORANDUM



TO: MAYOR FISCHER AND CITY COUNCIL
FROM: DANIELLE MAHONEY, ASSISTANT CITY MANAGER
SUBJECT: NOVI 2050 FUTURIST SESSION – TOP TRENDS AND INSIGHTS
DATE: APRIL 24, 2025

As part of the City's long-range strategic planning process, the Novi 2050 Plan aims to proactively prepare for the social, technological, economic, environmental, and political/regulatory (STEER/R) shifts that will shape the community over the next 25 years. In March 2025, the City held a strategic foresight workshop known as *The Big Sort* with Futurist Rebecca Ryan, City Council members, and department directors. This hands-on, scenario-based exercise encouraged participants to evaluate a range of future trends, foster cross-sector dialogue, and lay the foundation for forward-thinking policies and investments that will ultimately inform the Novi 2050 Plan. The workshop represents the completion of the "Sensing" phase of strategic foresight and is designed to help Novi move from reacting to trends toward shaping them intentionally through collaborative planning.

At its April 14th meeting, the Long-Range Strategic Planning Committee received the *Novi 2050 Top Trends Briefing Book* (attached) and a debrief from Rebecca and her team detailing the top trends shaping Novi by 2050, including insights and next steps, as summarized below.

Key Trends Identified

Participants assessed nearly 30 trends using three criteria: (1) how certain the trend is to occur by 2050, (2) how much impact it would have on Novi, and (3) how ready the community is to respond. Trends with both **high certainty and high impact** were prioritized for further attention. Six emerged as top-tier concerns (at least three of the four teams selecting the trend as "high impact" and "high certainty"):

- **Increasing population and households:** All teams agreed this trend is highly likely and will have significant implications for housing, infrastructure, and public services. It received the lowest average readiness score, signaling an urgent need for planning.
- **Growth in mixed-use developments:** The shift toward walkable, integrated land uses was seen as both inevitable and impactful, particularly as preferences evolve among younger residents and aging adults.
- **Rising housing demand:** While closely tied to population growth, housing supply challenges - including affordability and density - were highlighted as distinct areas needing attention.
- **Increased demand for healthcare professionals:** Participants flagged this trend as critical, though readiness varied widely, suggesting differing perspectives on

the City's role and capacity to support the health-related workforce and infrastructure.

- **Greater racial and ethnic diversity:** Seen as a defining demographic shift, this trend's impact is expected to influence everything from service delivery to civic engagement and representation.
- **Growing cyber threats:** With expanding reliance on digital systems, participants acknowledged the need for strong cybersecurity and data resilience in both public and private sectors.

These trends reflect broad forces likely to affect Novi's trajectory and underscore the importance of integrated, long-term planning.

Readiness Insights

In the context of strategic foresight, readiness refers to how prepared a community, organization, or system is to respond effectively to a specific trend, challenge, or opportunity in the future. In foresight exercises like Novi's *Big Sort*, participants assess readiness by considering whether the community is *positioned today* to manage a trend that is likely and impactful *tomorrow*. Low readiness might indicate the need for new investments, partnerships, or strategic shifts; high readiness suggests existing strengths that can be leveraged.

- **Low Readiness:** Novi is least prepared for population and household growth (avg. readiness score: 3.5/10).
- **Moderate Readiness:** The City shows moderate preparedness for cyber threats (avg. score: 6.3/10), though ongoing investment is encouraged.
- **Divergent Views:** Readiness scores varied widely across teams for several trends, suggesting a need for deeper dialogue on shared priorities, especially around diversity, healthcare, and housing.

Emerging and Participant-Identified Trends

- **Automation & AI Integration:** Though not rated highly by all teams, those who prioritized it noted a low readiness score and potential for major workforce disruption.
- **Write-in Trends:** Participants added additional topics such as expanded public safety staffing and increased technological infrastructure (e.g., connectivity and data speeds) as issues deserving future exploration.

Next Steps

The *Novi 2050 Top Trends Briefing Book* provides a foundation for aligning the City's long-range strategic plan with the most likely and impactful future forces. By prioritizing trends like population growth, housing demand, and cyber threats (especially where readiness is low), the City can proactively direct resources, policies, and partnerships to close gaps and build resilience. The findings also highlight the need for broader stakeholder alignment and flexible, adaptive planning. Integrating this foresight ensures Novi's strategic plan is not only responsive to current needs but positioned to lead through change in the decades ahead.

Novi 2050
Top Trends Briefing Book



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Ready or not, the future is coming.

As Novi prepares for its next strategic plan, the City Council and senior staff looked ahead to 2050 - how will trends in society, technology, the economy, the environment, and politics/regulations affect Novi's next 25 years?

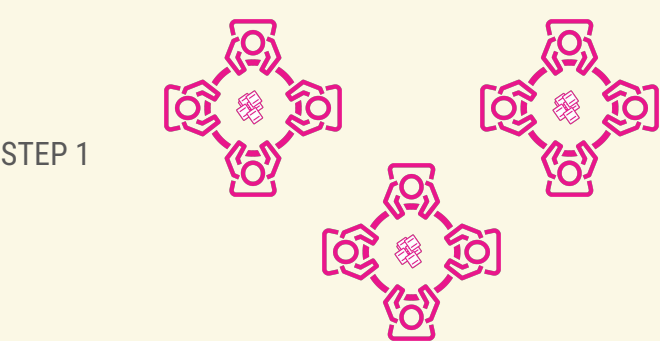
To move forward, Novi must look ahead. Novi's [Big Sort workshop](#) in March 2025 helped leaders face the future, to discuss and debate which trends would have the most impact on the city, and how ready the community is, for what's to come.

What's the Big Sort?

Adults learn best when they're actively engaged and enjoying themselves. The Big Sort is a tabletop card game played by diverse teams of residents that encourages relationship-building and cross-pollination of insight and ideas.

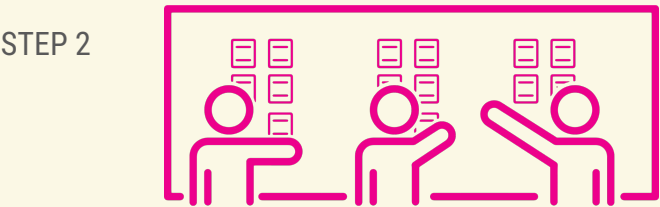
Through this interactive workshop, participants evaluated key societal, technological, economic, environmental, and political/regulatory (STEEP/R) trends shaping Novi through 2050. They assessed each trend's certainty and impact, then determined the community's readiness for the most critical ones.

This hands-on approach fosters collaboration, insight-sharing, and informed decision-making. By the end, attendees have prioritized the trends most likely to shape Novi's future, laying the groundwork for strategic action.



Participants answer two questions about each STEEP/R trend:

1. How certain are we that this trend will affect Novi through 2050? (low/high)
2. How much impact will this trend have on our future? (low/high)



Participants answer the following question:

3. How ready is our community for each high certainty-high impact trend?

Top Trends shaping Novi by 2050

Trend descriptions are available online here: <https://drive.google.com/file/d/1-EV8uCrGyNc3zzYjQWCzZUI0eVCLc3QI/view?usp=sharing>

TOTAL FQ	TREND #	TREND TITLE	VARIABILITY IN READINESS RANKING			
4	1	Increasing Population & Households	2	3	4	5
4	13	Increasing (Conversions to) Mixed-Use Developments	1	5	5	6
3	17	Increasing Housing Demand, But...	2	2	6	
3	14	Increasing Demand for Healthcare Professionals	0	5	8	
3	3	Increasing Racial & Ethnic Diversity	4	5	9	
3	11	Increasing Cyber Threats & Impacts	5	7	7	
2	24	Increasing Next-Gen Impact on Policies & Priorities	1	1		
2	9	Increasing Automation & AI Integration in Business & Industry	0	6		
2	19	Increasing Heat & Extreme Weather	2	5		
2	2	Increasing Share of Older Adults & Decreasing Share of Working-Age Residents	3	5		
2	5	Decreasing Talent Attraction	4	4		
2	15	Increasing Foreign Investment	5	5		
2	4	Rising Incomes	5	6		
2	6	Growing School Enrollment	5	8		
2	12	Increasing Employment, Especially Service & Tech	6	7		
1	7	Increasing Electrification & Decreasing Total Energy Demand	3			
1	18	Increasing Child Care Costs	3			
1	20	Changing Risk Profile for Roads, Bridges & Culverts	5			
1	22	Increasing Minimum Wage & Policy Debates	5			
1	16	Increasing GDP Growth, Slower than National Growth	6			
1	25	Increasing Bipartisan Negotiations or Policy Gridlock Due to Divided Government	6			
1	21	Increasing Threat of Invasive Species	8			
1	26	Increasing Reliance on Personal Networks & Social Media for Civic Engagement	8			
0	8	Diversifying Mobility Ecosystem				
0	10	Growing Impact of Auto Industry Trends				
0	23	Increasing Impact of Carbon Neutrality Commitment				

* Total FQ (Frequency) is the number of teams that selected the trend as a "high impact" and "high certainty" trend. Four teams played.

** Variability in Readiness Ranking uses a color scale to convey the diversity of ranks per trend per team. In this scale, 0 refers to "not ready" and 10 refers to "totally ready" for the respective trend.

Trends above the red line had an FQ of 50% or more, meaning half or more of the teams rated them "high impact" and "high certainty."

Write-ins

Big Sort participants suggested additional trends and forces that would impact the region through 2050. These “Write Ins” were ranked by the participants at the same time the provided trends were ranked. The table below shows the suggested write-ins.

TOTAL FQ	TREND #	TREND TITLE & DESCRIPTION	READINESS RANKING
1	Wild Card	"Data Speeds Connectivity"	2
1	Wild Card	"Public Safety Services: More staff, technology"	3

Insight & Next Steps

Top Trends Shaping Novi's Future: Looking ahead to 2050, nearly all teams agree that the following trends are highly certain and will have a high impact on Novi: **increasing population and households, (conversions to) mixed-use developments, housing demand, demand for healthcare professionals, racial and ethnic diversity, and cyber threats and impacts.**

Urgent Challenge: Novi is not well prepared for the challenges of **population and household growth (average readiness rating: 3.50)**. To ensure the city can support future residents, strategic planning should focus on housing, infrastructure, and public services.

Moderate Strength, But...: Novi is somewhat prepared for cyber threats and their impacts (average readiness rating: 6.33). Even so, continued investment in cybersecurity protections and resilience will be important as technology evolves.

Readiness Uncertainty: The teams significantly disagreed on Novi's readiness for several key trends, particularly **increasing demand for healthcare professionals**, followed by **increasing racial and ethnic diversity, increasing housing demand, and increasing (conversions to) mixed-use developments**. These differences suggest that **Novi would benefit from further research and discussions** with community leaders, businesses, and residents to build a shared vision and ensure the city is ready for these shifts.

A Potential Game-Changer: Another key trend to watch is **increasing automation and artificial intelligence integration in business and industry**. While only half of the teams considered it a high-impact trend, those who did rated Novi as relatively unprepared (average readiness rating: 3.00), with major disagreement (standard deviation: 4.24). Because this trend has the potential to dramatically reshape the workforce and economy, Novi's leaders should agree about how it will monitor developments in AI and automation and consider proactive policies to help the city adapt.

Novi 2050: Future-Ready

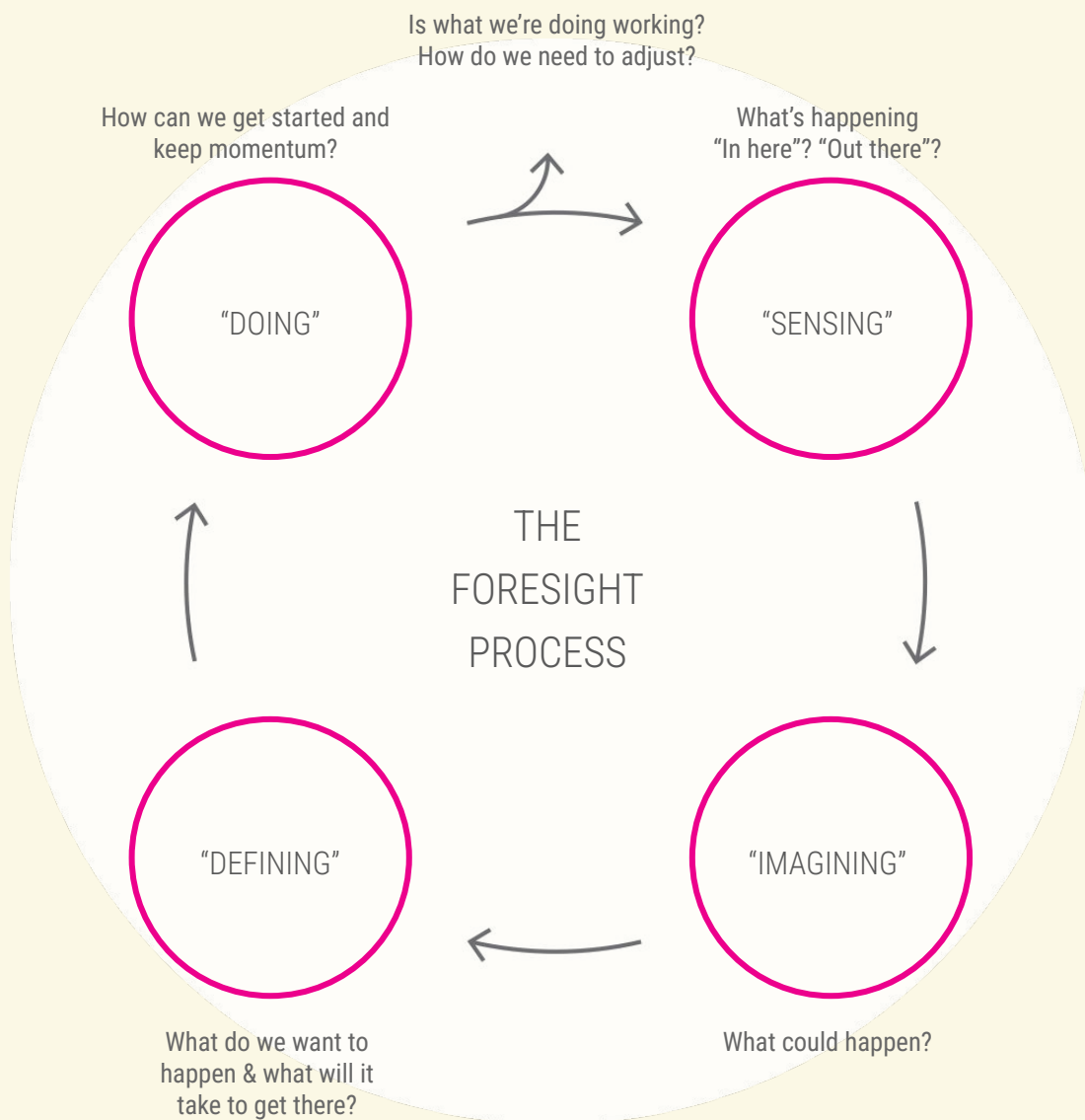
The Big Sort is a first step. The City should consider how it wants to play a role in these trends - even those that might seem like private sector concerns. For example, "increasing demand for health care professionals" might not seem like a local government issue. But proactive cities reach out to their private sector partners and say, "We've noticed this trend and wonder how we can help." The results can be dramatic - and positive for the City, employers, and residents.

Remember, the future isn't a place we visit, it's a place we create. By engaging stakeholders, being proactive, and planning for what's coming, Novi increase its opportunities and remain resilient.

What is Strategic Foresight?

Strategic foresight is a proven process used by the oil and gas industry, NATO, the World Bank, the U.S. military, and other Fortune 500 and global NGOs to identify risk, plan for uncertainty, mitigate disruption, unlock creativity, drive innovation, and shape the future. Strategic foresight is a competitive advantage yet less than 3% of senior leaders' time is spent thinking strategically about the future.

Novi completed the Sensing phase in March 2025 through the Big Sort.



Meet the Team



Rebecca Ryan, APF is a top-50 professional futurist, economist, and author. Her team at NEXT Generation Consulting has worked with hundreds of clients since 1998. Their vision and planning has affected one in 15 Americans. Rebecca is author of *10X10: Ten Trends for the Next Ten Years* (2024); *The Work Better Project* (2023); *The Next Big Things: The Next 20 Years in Local Government* (2015); *ReGENERATION: A Manifesto for America's Future Leaders* (2013); and *Live First, Work Second: Getting Inside the Head of the Next Generation* (2007). She has held residencies at the Alliance for Innovation, the Governing Institute, the Association of Governmental Risk Pools (AGRiP), and others. She has a professional certificate in Strategic Foresight from the University of Houston and BA degrees with honors in Economics and International Relations from Drake University. [LinkedIn](#). [Email](#). Cell: 414-559-1528



Yasemin Arikan, MA is the Director of Futures Research. She uses foresight and social science methods to help clients understand how the future could be different from today and then use these insights to inform strategy and vision. Her background includes developing and using scenarios with public sector clients and allies. Earlier in her career she developed national and local scenarios on the futures of public health in 2030 for the Robert Wood Johnson Foundation and The Kresge Foundation, among other projects in health and healthcare. A native speaker of German and Turkish, she earned degrees in psychology and sociology from the University of Rochester and the University of Chicago. Yas works from Burke, VA. [LinkedIn](#). [Email](#). Cell: (703) 615-1061



Lisa Loniello is the Director of Fun, but behind the scenes she's the "logician" — the person who makes logistics magically fall into place and ensures every workshop and on-site meeting is perfectly executed. Lisa has a Bachelor's degree in Spanish from the University of Wisconsin-Oshkosh. [LinkedIn](#). [Email](#). Cell: (608) 438-6034

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: BARBARA MCBETH, AICP, CITY PLANNER
SUBJECT: CHILD CARE TEXT AMENDMENT – ADMIN PACKET
DATE: APRIL 22, 2025

The City Council's Ordinance Review Committee met on Monday, April 21 and considered the draft text amendments associated with Child Care Centers and Adult Day Care Centers. The following information provides a summary of the information that was presented to the Committee. Following discussion, the **recommendation of the Committee was to bring the amendments back to the City Council for First Reading**, noted below:

1. **Follow the Planning Commission's recommendations** that would increase the maximum number of children cared for in Child Care Centers from 50 to 75, subject to the standards provided in the draft ordinance.
2. **Do not follow the Planning Commission's recommendation** to reduce the number of Adults Cared for in Adult Day Care facilities in the relevant section of the ordinance under review, but instead, **keep the maximum number at 60 adults.**

Updated draft ordinance language, as recommended by the Committee, is attached. One additional modification to increase the minimum parcel size from 1.5 acres to 3 acres for larger Day Care centers (up to 120 children or 60 adults) is included in the draft ordinance. This change will not affect any existing facilities.

BACKGROUND

Planning staff met with the Little Seeds Day Care owner, Angie Altaii, who has expressed an interest in increasing the number of children cared for in the existing facility at the northeast corner of Ten Mile Road and Wixom Road. She indicated that there is a great demand for day care services in the region and that her day care business has space available within the existing building to expand enrollment. The **attached** narrative was provided by Ms. Altaii to the City to further explain the need for day care facilities in Novi.

Ms. Altaii wishes to increase the enrollment of the Little Seeds Day Care up to 75 children, while the current ordinance allows a maximum of 50 children in similarly situated day care centers (where the property fronts on a major thoroughfare and is located within and is surrounded by single family residential zoning districts).

Staff explained that the ordinance provides limitations on the number of children to be cared for in day care businesses in residential districts and that the standards of the ordinance cover properties throughout the City. **The best means to address the property owner's request would be to draft an ordinance amendment to allow an increase in the number of children served at new or existing facilities throughout the city.** The intent of this proposed amendment is to allow **greater flexibility for childcare providers** to meet the growing demand for early childhood development programs by expanding their enrollment, under specific conditions.

Seeing an Increased Demand for Child Care Services

The proposed ordinance amendment is also supported by the demonstrated need for additional daycare facilities across the state. The 2024 Michigan Economic Development Corporation's Childcare Readiness Toolkit, which recognizes that a robust childcare system that meets the needs of all families requiring childcare services is an economic development issue. Additionally, Oakland County Public Schools has asked for partners to provide GSRP (Great Start to Readiness Program) preschools within the county. This partnership is important to the Novi community – which, as of last fiscal year, had only 1 other GSRP partner. The American Planning Association has presented information that demonstrates the need for additional daycare facilities and encourages its members to consider ordinance updates to allow daycare facilities to expand.

Existing Ordinance Standards

Ordinance Sections 4.12.1.B and 4.12.1.C allow day care centers and adult day care centers in single-family residential zoning districts, under certain conditions. Day care centers are subject to Special Land Use approval by the Planning Commission for locations in the Single-Family Residential Districts, including the RA, R-1, R-2, R-3 and R-4 Districts.

Section 4.12.1.B currently allows commercial day care centers and adult day care centers (those not located in a single-family home) on single family residential parcels at least 1 acre in size, and when abutting a major thoroughfare. The ordinance provides limitations on the number of people being cared for – no more than 50 children in a day care center, and no more than 25 adults in an adult day care center.

Section 4.12.1.C currently allows a greater number of people being cared for in day care centers when the single-family parcel abuts non-residential uses: up to 120 children, and no more than 60 adults. This section of the ordinance limits those residential parcels eligible for consideration for a new day care center to parcels that abut certain non-residential districts. The intent of this ordinance provision is to allow for the larger day care facilities on residential parcels that abut non-residential uses, because the day care facility can provide a transitional use between single family residential properties and commercial properties.

Novi's zoning ordinance allows day care facilities in several different situations, with the two bullet points in italics that are under review for change at this time:

- Family Day Care home: 1-6 children in a private home, no overnight care

- Group Day Care home: 7-12 children in a private home, no overnight care
- Day Care Center: 1-50 children in residential districts (if parcel abuts certain non-residential districts up to 120 children). Not a private home, no overnight care.
- Adult Day Care Center: 1-25 functionally impaired people for facilities in residential districts (unless parcel abuts certain non-residential districts, up to 60 persons).
- Other districts accommodate Day Care Center and Adult Day Care Centers in excess of these numbers, with no limits on the numbers in the B-2, B-3, OST, TC, TC-1 and EXO Overlay Districts as a permitted use, and in the OS-1, OSC, and PSLR Districts as a Special Land Use.

Proposed Ordinance Amendment

The suggested ordinance amendment **proposes a third option to the Day Care Center options that would allow up to 75 children in child care centers on residential parcels:**

- At least 1.5 acres in size with at least 200 feet of frontage on a major thoroughfare,
- Located at the intersection of a major thoroughfare and another street, and
- Subject to minimum building setbacks to the property lines to ensure adequate setback from other residential uses.

To further ensure that any adjacent existing single family residential properties are adequately separated from the proposed daycare, any buildings shall be setback from the property lines a distance that is equal to what is required in the zoning district, but in no case less than 25 feet from any property line. Special Land Use consideration by the Planning Commission and a public hearing would be required for this option, as it applies to all commercial day care facilities proposed in residential districts. These changes are found in the attached new Section C.

Staff prepared the **attached map** that shows 14 other potential locations for daycare facilities to be proposed if this ordinance amendment is adopted.

City Council's Review

The City Council considered the proposed ordinance amendment at the April 7th meeting, and provided a number of comments and questions. **Some of the questions raised by the City Council at the April 7 meeting are addressed below:**

What is the reason for the minimum parcel size of 1.5 acres and other standards?

Staff is proposing ordinance standards to try to ensure that existing residential homes will be adequately buffered from the effects of having a commercial Child Care business with up to 75 children from our residential neighborhoods.

Staff looked at a number of factors including the minimum building size that would be likely with a Child Care Center of 75 students, using the state standard of fifty square feet of area for infants and 35 square feet for preschoolers and school-age children, with an assumption of a 50/50 mix being an area of 3200 square feet with an additional 1000 square feet for offices, hallways, entryways, restrooms, etc. making the minimum building size of approximately 4200 square feet.

Taking into consideration the minimum outside play space, the required parking spaces and access drives, building setbacks, drop-off and pick-up areas, and stormwater management requirements, the entire site area would likely exceed an acre in size. Staff is anticipating that any extra area would be used for additional buffers and/or setbacks from adjacent residential areas. Given the busy morning and afternoon hours for Child Care Centers, vehicular traffic to and from the site should be adequately spaced from adjoining driveways to as not to cause traffic hazards. Frontage on a second street would be preferred as it would allow options for safe points of access.

Will this amendment affect the Child Care Centers in residential homes?

No, this ordinance amendment is not intended to change the regulations for Day Care Centers in homes.

Were other jurisdictions ordinances reviewed as a part of the proposed amendment?

Yes, staff reviewed ordinances from West Bloomfield, Farmington Hills, and Troy, and found that in those ordinances, Adult Day Care Centers were **not** grouped together with Child Care Centers. Here is a summary of some other community's standards for Child Care Centers, **but it is worth noting that generally, they do include location, size, and adjacency requirements similar to what is proposed in the draft ordinance:**

West Bloomfield's ordinance allows Child Care Centers in residential districts on parcels of land at least 2 acres in size, with 200 feet of frontage on a major or secondary thoroughfare, with minimum building setbacks of 40 feet from any property line and no less than 5000 square feet of outdoor play space.

Farmington Hills' Ordinance allows Child Care Centers in residential districts and certain non-residential districts, provided at least one side lot line abuts certain non-residential districts, the site shall be no less than one acre, all buildings shall be setback 40 feet from the property line, and at least 150 square feet of play area for each child cared for (as required by State Law). Residential districts require a minimum of 5000 square feet of outdoor play area.

Troy's Ordinance provisions for Child Care Centers require frontage on either a major or minor arterial street, a separate drop-off and pickup area is required adjacent to the main building entrance, and an outdoor play area of at least 1000 square feet is provided. Day Care Centers are a permitted use in most of the commercial zoning districts, and a special land use in the residential districts.

What is the reason for reducing the maximum number of adults being cared for from 60 to 25 in the residential zoning districts?

See the accompanying memo related to the Adult Day Care aspect.

What are the relevant State Law requirements for Child Care facilities?

See **attached** highlighted excerpt from the State Law.

One conflict on differing requirements for the minimum outside play area noted in the past has been addressed through an earlier text amendment. The Planning Commission is permitted to take into consideration the requests of applicants to reduce the required play area below the City standards, instead of applicants seeking relief from the ZBA. Child Care owners have noted that they would adhere to the State's minimum requirements, which may be lower than the City's standards. A typical reason for reducing the area is that the caretakers coordinate or stagger outside playtime that allows for less dedicated play space.

How many existing Day Care Centers are going to be affected by the ordinance?

Staff reviewed other Child Care Centers in Novi and found that none of the existing Child Care Centers will be affected by the ordinance as drafted. Several of the Child Care facilities are part of a public school and not subject to ordinance standards. Other existing Child Care Centers in residential areas that exceed 50 children, were likely approved prior to the ordinance limiting the number of children and are considered legal non-conforming uses. Please see the attached spreadsheet.

Novi doesn't have any Adult Day Care Centers so none would be affected by ordinance changes. See the accompanying memo with additional information.

NEXT STEPS

The updated draft ordinance will return to the City Council for First Reading.

C:

**REVISED DRAFT ORDINANCE
FOR FUTURE CITY COUNCIL CONSIDERATION
STRIKE-THROUGH**

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF NOVI
ORDINANCE NO. 18.305

AN ORDINANCE TO AMEND THE CITY OF NOVI ZONING ORDINANCE, AMENDING ARTICLE 4, USE STANDARDS, AT SECTION 4.12.1 AND 4.12.3 DAY CARE CENTERS, AND ADULT DAY CARE CENTERS, TO ALLOW EXPANDED ACCOMODATION FOR DAY CARE CENTERS AT CERTAIN LOCATIONS AND OF A MINIMUM SIZE, AND OTHER CHANGES AS DETERMINED NECESSARY.

THE CITY OF NOVI ORDAINS:

Part I. That The City of Novi Zoning Ordinance is amended, by amending Section 4.12 in Article 4, Use Standards, to read as follows:

4.12 GROUP DAY CARE HOMES, DAY CARE CENTERS, AND ADULT DAY CARE CENTERS

1. In the RA, R-1, R-2, R-3, and R-4 districts, group day care homes, day care centers, and adult day care centers are permitted as a special land use, as follows:
 - A. Group Day Care Homes, subject to the following:
 - i. [unchanged]
 - ii. [unchanged]
 - iii. [unchanged]
 - iv. [unchanged]
 - v. [unchanged]
 - vi. [unchanged]
 - vii. [unchanged]
 - B. Day Care Centers accommodating no more than fifty (50) children, and Adult Day Care Centers accommodating no more than twenty-five (25) persons, subject to the following:
 - i. The minimum parcel size for a Day Care Center or Adult Day Care Center shall be one (1) acre.
 - ii. Outside recreation area required, unless modified by the Planning Commission based on justification provided by the applicant, as follows:
 - a. For each person cared for, there shall be provided and maintained a minimum of one-hundred fifty (150) square feet of outdoor recreation area.

- b. Such recreation area shall have a total minimum area of not less than two-thousand eight-hundred (2800) square feet.
 - c. The recreation area shall be securely fenced and screened from any adjoining lot in any residential district, with appropriate fence and landscape materials as reviewed by the City's Landscape Architect to provide opaque screening for the outside activities. These screening requirements are in addition to the requirements of Section 5.5
- ii. ~~The minimum parcel size for a Day Care Center or Adult Day Care Center shall be one (1) acre.~~
- iii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m.
 - iv. The parcel shall abut and have access to a major thoroughfare or section line collector road. The driveways shall be designed so that vehicles can exit the site without having to back onto a major thoroughfare.
 - v. The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection and shall provide a smoke detector in all daytime sleeping areas.
 - vi. Any refuse bins or outside trash receptacles shall be located as far away as is practical from properties zoned for residential uses.
 - vii. The exterior building facades shall comply with Section 5.15. Additionally, the City's Facade Consultant shall review the proposed architectural style of the structure to ensure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty-five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Facade Materials, in Section 5.15.
 - viii. A noise impact statement is required subject to the standards of Section 5.14.10.B.

C. Day care centers exceeding fifty (50) children, but not more than seventy-five (75) children, subject to the provisions of Section 4.12.1.B.ii through Section 4.12.1.b.viii, and provided the following conditions are met:

- i. The minimum parcel size shall be 1.5 acres.
- ii. The site shall be located at the corner of a major thoroughfare and another public street with at least 200 feet of frontage along the major thoroughfare.

iii. Building setbacks shall meet the setback requirements of the Zoning District, but in no case shall a building be closer than 25 feet to any property line.

€D. Day care centers exceeding fifty (50) children, but not more than one-hundred and twenty (120) children, and adult day care centers exceeding twenty-five (25) persons, but not more than sixty (60) persons, providing the following conditions are met:

i. The minimum parcel size shall be 3 acres.

ii. Subject to the standards contained in ~~Sub~~section 4.12.1.B.i through Section 4.12.1.B.viii.

iii. ~~The parcel~~ At least one lot line must abut land zoned ~~only~~ NCC, OS-1, OSC, TC, TC-1, RC, FS, I-1, P-1, C, ~~and or~~ OST, or that is part of a site occupied by a use other than one-family residential in a RA, R-1, R-2, R-3 and R-4 Districts.

~~iii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m.~~

~~iv. The exterior building facades shall comply with Section 5.15. Additionally, the City's Facade Consultant shall review proposed architectural style of the structure to insure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty-five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, vinyl siding and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Facade Materials, in Section 5.15.~~

~~v. A noise impact statement is required subject to the standards of Section 5.14.10.B.~~

2. [unchanged]

3. In the NCC district, day care centers and adult day care centers are permitted subject to the regulations in Sections 4.12.1.B.i through Section 4.12.1.B.viii., except that day care centers may accommodate in excess of fifty (50) children, and adult day care centers may exceed twenty-five (25) persons.

PART II.

Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III.

Savings Clause. The amendment of the Novi Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or

liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Novi Code of Ordinances set forth in this Ordinance.

PART IV.

Repealer. All other Ordinance or parts of Ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART V.

Effective Date: Publication. Public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City of Novi stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the City Clerk during the hours of 8:00 A.M. to 5:00 P.M., Local Time. The provisions of this Ordinance shall become effective seven (7) days after its publication.

MADE, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF NOVI, OAKLAND COUNTY, MICHIGAN, ON THE ____ DAY OF _____, 2025.

JUSTIN FISCHER, MAYOR

CORTNEY HANSON, CITY CLERK

Ayes:

Nays:

Abstentions:

Absent:

**REVISED DRAFT ORDINANCE
FOR FUTURE CITY COUNCIL CONSIDERATION
CLEAN**

DRAFT 4/22/2025

STATE OF MICHIGAN

COUNTY OF OAKLAND

CITY OF NOVI

ORDINANCE NO. 18.305

AN ORDINANCE TO AMEND THE CITY OF NOVI ZONING ORDINANCE, AMENDING ARTICLE 4, USE STANDARDS, AT SECTION 4.12.1 AND 4.12.3 DAY CARE CENTERS, AND ADULT DAY CARE CENTERS, TO ALLOW EXPANDED ACCOMODATION FOR DAY CARE CENTERS AT CERTAIN LOCATIONS AND OF A MINIMUM SIZE, AND OTHER CHANGES AS DETERMINED NECESSARY.

THE CITY OF NOVI ORDAINS:

Part I. That The City of Novi Zoning Ordinance is amended, by amending Section 4.12 in Article 4, Use Standards, to read as follows:

4.12 GROUP DAY CARE HOMES, DAY CARE CENTERS, AND ADULT DAY CARE CENTERS

1. In the RA, R-1, R-2, R-3, and R-4 districts, group day care homes, day care centers, and adult day care centers are permitted as a special land use, as follows:
 - A. Group Day Care Homes, subject to the following:
 - i. [unchanged]
 - ii. [unchanged]
 - iii. [unchanged]
 - iv. [unchanged]
 - v. [unchanged]
 - vi. [unchanged]
 - vii. [unchanged]
 - B. Day Care Centers accommodating no more than fifty (50) children, and Adult Day Care Centers accommodating no more than twenty-five (25) persons, subject to the following:
 - i. The minimum parcel size for a Day Care Center or Adult Day Care Center shall be one (1) acre.
 - ii. Outside recreation area required, unless modified by the Planning Commission based on justification provided by the applicant, as follows:
 - a. For each person cared for, there shall be provided and maintained a minimum of one-hundred fifty (150) square feet of outdoor recreation area.

- b. Such recreation area shall have a total minimum area of not less than two-thousand eight-hundred (2800) square feet.
 - c. The recreation area shall be securely fenced and screened from any adjoining lot in any residential district, with appropriate fence and landscape materials as reviewed by the City's Landscape Architect to provide opaque screening for the outside activities. These screening requirements are in addition to the requirements of Section 5.5
 - iii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m.
 - iv. The parcel shall abut and have access to a major thoroughfare or section line collector road. The driveways shall be designed so that vehicles can exit the site without having to back onto a major thoroughfare.
 - v. The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection and shall provide a smoke detector in all daytime sleeping areas.
 - vi. Any refuse bins or outside trash receptacles shall be located as far away as is practical from properties zoned for residential uses.
 - vii. The exterior building facades shall comply with Section 5.15. Additionally, the City's Facade Consultant shall review the proposed architectural style of the structure to ensure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty-five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Facade Materials, in Section 5.15.
 - viii. A noise impact statement is required subject to the standards of Section 5.14.10.B.
- C. Day care centers exceeding fifty (50) children, but not more than seventy-five (75) children, subject to the provisions of Section 4.12.1.B.ii through Section 4.12.1.b.viii, and provided the following conditions are met:
- i. The minimum parcel size shall be 1.5 acres.
 - ii. The site shall be located at the corner of a major thoroughfare and another public street with at least 200 feet of frontage along the major thoroughfare.
 - iii. Building setbacks shall meet the setback requirements of the Zoning District, but in no case shall a building be closer than 25 feet to any property line.

- D. Day care centers exceeding fifty (50) children, but not more than one-hundred and twenty (120) children, and adult day care centers exceeding twenty-five (25) persons, but not more than sixty (60) persons, providing the following conditions are met:
 - i. The minimum parcel size shall be 3 acres.
 - ii. Subject to the standards contained in Section 4.12.1.B.ii through Section 4.12.1.B.viii.
 - iii. At least one lot line must abut land zoned NCC, OS-1, OSC, TC, TC-1, RC, FS, I-1, P-1, C, or OST, or that is part of a site occupied by a use other than one-family residential in a RA, R-1, R-2, R-3 and R-4 Districts.
- 2. [unchanged]
- 3. In the NCC district, day care centers and adult day care centers are permitted subject to the regulations in Sections 4.12.1.B.ii through Section 4.12.1.B.viii., except that day care centers may accommodate in excess of fifty (50) children, and adult day care centers may exceed twenty-five (25) persons.

PART II.

Severability. Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III.

Savings Clause. The amendment of the Novi Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the Novi Code of Ordinances set forth in this Ordinance.

PART IV.

Repealer. All other Ordinance or parts of Ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART V.

Effective Date: Publication. Public hearing having been held hereon pursuant to the provisions of Section 103 of Act 110 of the Public Acts of 2006, as amended, the provisions of this Ordinance shall be published within fifteen (15) days of its adoption by publication of a brief notice in a newspaper circulated in the City of Novi stating the date of enactment and effective date, a brief statement as to its regulatory effect and that a complete copy of the Ordinance is available for public purchase, use and inspection at the office of the City Clerk during the hours of 8:00 A.M. to 5:00 P.M., Local Time. The provisions of this Ordinance shall become effective seven (7) days after its publication.

MADE, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF NOVI, OAKLAND COUNTY,
MICHIGAN, ON THE ____ DAY OF _____, 2025.

JUSTIN FISCHER, MAYOR

CORTNEY HANSON, CITY CLERK

Ayes:

Nays:

Abstentions:

Absent:

**CITY COUNCIL
MEETING MINUTES
FIRST READING
4/7/25**

\$137,900.00. Both contract terms are one year with three one-year renewal options.

Roll call vote on CM 25-04-42

**Yeas: Smith, Staudt, Thomas, Fischer, Casey,
Gurumurthy, Heintz**

Nays: None

3. Approval of the FIRST READING of a Text Amendment allowing increased capacity in day care centers per conditions stated in the amendment.

The City Manager stated that the draft ordinance proposes new parameters to allow up to 75 children in day care centers on residential parcels at least 1.5 acres in size, located at the intersection of two streets, subject to minimum building setback requirements, and subject to Special Land Use consideration by the Planning Commission. This has been before the Planning Commission on two different occasions prior coming to Council for the first reading.

Member Heintz asked if there was a reason the parcel of land needs to be at least 1.5 acres as opposed to a smaller residential daycare center like houses. City Manager Cardenas replied that he believes it is because the petitioner that specifically made this request has a parcel around 1.5 acres. Barb McBeth, City Planner, reiterated that this person would be eligible under this standard of the ordinance. They would also be looking at a minimum size of a parcel that would be able to accommodate a daycare of up to 75 children, taking into consideration building setbacks and the number of people inside the building and play area. Member Heintz said the reason he asks is because he's had different residents talking to him saying that they're capped at, just for home daycares, the number of kids they can have. He inquired if only parcels with 1.5 acres were discussed. Ms. McBeth responded that there are a number of different standards for daycare facilities in the City. Daycares in the home, like Member Heintz mentioned, is often run by the people that own the home and are limited to six children and not typically be what they were talking about here. They would be talking about more of a commercial kind of daycare, not necessarily in somebody's home but more of a commercial building. Member Heintz commented those have different regulations or rules on that. Ms. McBeth stated that's correct and they are only focusing on these kinds of commercial daycares in the residential district at this time.

Member Thomas wanted to know if staff reached out to other daycares or checked what other communities were doing. She wants to understand how staff came up with what the standards should be. Ms. McBeth responded that they did take a look at other communities' ordinance and found there was quite a diversity of standards included in their ordinance and the other communities generally regulated it through their ordinance the size of the parcel, maybe the location on a major thoroughfare or on a corner lot, and typically the number of children that would be in a home. They looked at the daycare facilities in the City and looked at the commercial daycares in the business districts as well as some of those in the residential districts, but they didn't reach out to any individual daycare owners other than the applicant. Member Thomas said she noticed that adult daycares are going down from 60 people to 25, which seems substantial as it is less than half that would be allowed and she has concerns. She wants to know how that number came about and how does the City know that it can't sustain a higher number of adult daycare. Her concern is they've talked a lot about the aging community and how they're expecting the aging population to grow. She wants to know if they have an understanding of how many adult daycares there are in the community today and how it was determined that it should be cut in more than half. Ms. McBeth again, the part of the ordinance that they're amending is intended to

talk about child daycare centers, but adult daycare centers are also covered in this section of the ordinance. They are only talking about in this section of the ordinance, facilities that would be in residential districts, usually on relatively smaller lots. She thinks that they all are familiar with child daycare centers in these areas. The Planning Commission, when they discussed it one or both times, said that they were uncomfortable with the idea of having 60 adults in a daycare facility of this size and there needs to be a bigger facility. The Commission felt that there would be a much higher standard of care so they agreed that they could reduce that number and present it to the City Council with the understanding that other standards in the ordinance already cover adult daycares. Adult daycares are allowed in the commercial districts, the office districts and a whole variety of districts as well. Member Thomas then wanted to know if known how many adult daycares facilities are in the community today and if any of them are above that 25. Ms. McBeth stated that research was not done because this came up at a later time, but the research could be done and brought back for the second reading.

Mayor Pro Tem Casey wanted to know why this is so specific about such requirements about the details of the lot such as it being on a major thoroughfare or having 200 feet of frontage on a major thoroughfare or having two entrances. Ms. McBeth said with the zoning ordinance they try to think of areas where a use may or may not be appropriate so to think of a lot within a subdivision with all the traffic that might come into the subdivision and disrupt the residential character of that subdivision. Their preference would be that it would be on a major thoroughfare and have enough width to provide good access in and out of the center and not be disruptive to the residential neighborhood as much as possible. They also considered the site that a minimum acreage would make sense for these because they're talking about 75 children and that's a lot of area inside the building as well as outside. They did a little bit of math and studied with the Planning Commission, and they believe that about one and a half acres could accommodate a daycare of up to 75 children and still have all the parking spaces and outside play area. The Mayor Pro Tem said she appreciates the answer because that makes a lot more sense to her now. Her next question is understanding the role of the City in the zoning ordinance for where in the City these types of childcare facilities. Taking a look at the zoning there's requirements in there that speak to the outdoor requirements and perhaps most of that is going to be covered by the licensing requirements of the state. She wanted to know if they run the risk of getting out of sync with the State requirements because the State requires a certain amount of square foot per child by age. City Attorney Schultz commented that he doesn't know whether they're out of sync on any particular regulation and they're preempted from regulating certain things and they don't regulate those things. They look at the licensing through the State as a separate thing and the zoning through the City. Mayor Pro Tem Casey then wanted to know if the City got into a situation where perhaps they did get out of sync with the State, what would that require of the applicant for example, what if the City requires less space than the State does, does that require any change to the ZBA. Attorney Schultz responded that the City couldn't actually allow something that the State does not allow and what the City may be allowed to do is a more restrictive regulation, so they stay within their range and make sure to not exceed that. The Mayor Pro Tem concluded by saying that she agrees with the previous speaker in needing to understand the logic, rationale and data behind making a decision on the adult daycare center piece. She'll expect to get further information for the second reading before she makes any decision at that point.

Member Staudt said this is a complex issue and there have been good points brought up. He would have liked to have seen this come through the Ordinance Review Committee. This is a lot more than just some basic zoning ordinances that are being reviewed and he felt bypassed on this. He would have liked to have seen this come through so they could have asked some of these specific questions and had time to think about it. He wanted to know how many daycare centers

are going to currently be affected by this ordinance directly. Ms. McBeth replied that currently in the residential districts they think there are a handful that would be covered by this ordinance, but they don't believe those daycares would be negatively impacted. Member Staudt said this feels like spot zoning. Before he agrees to a final resolution of this, he'd like to have answers to the questions about the new limit for adults and he'd also like to know who the businesses are that would be affected by this and whether anybody has reached out to them and let them know that the ordinance is going to change. He'll approve the first reading, but the second reading is going to be contingent on some good answers.

CM 25-04-43

Moved by Staudt, seconded by Casey; MOTION FAILED: 3-4

**Approval of Text Amendment 18.305 to amend various sections of the Zoning Ordinance to allow increased accommodation in day care centers subject to certain standards and conditions, including recommendations made by the Planning Commission, along with other minor changes, subject to further modifications as determined necessary by the city manager's office or city attorney's office.
FIRST READING**

Member Smith said that something that would help in the future with the second reading is a comparison of how the zoning would compare with what the State requires. If someone has an acre and a half, how many children could be in that area.

Member Gurumurthy agrees with the previous speakers regarding the data to back up how they came up with the 25 number and specifically the impact that's going to cause. She encouraged further review of why daycares surrounded by residential can be 1.5 acres with 50 to 75 kids and daycares abutting nonresidential can have 120 kids and it's still 1.5 acres. If you have more kids, the minimum acres should be more than 1.5 acres.

Mayor Fischer echoes a lot of the same comments. The first thing that struck him was the fact that they're talking about how the size has to be exactly 1.5 acres, located at the intersection of a major thoroughfare and another street so it can't be someone right in the middle and this feels absolutely like a spot choice criteria and that makes him uncomfortable. He can't remember the last time they had a first reading that had this much discussion and consternation. He thinks it has to do with the fact this has to do with children and has to do with some complex issues. This should have gone to Ordinance Review where all of these questions could have been dissected at a committee level.

Roll call vote on CM 25-04-43

Yeas: Staudt, Casey, Smith

Nays: Thomas, Fischer, Gurumurthy, Heintz

CM 25-04-44

Moved by Staudt, seconded by Casey; MOTION CARRIED: 7-0

Refer text amendment 18.305 to the Ordinance Review Committee.

Roll call vote on CM 25-04-44

**Yeas: Thomas, Fischer, Casey, Gurumurthy,
Heintz, Smith, Staudt**

Nays: None

**PLANNING COMMISSION
MEETING MINUTES EXCERPT
MARCH 12, 2025**

In the matter 27629 Haggerty Road – HEFCO JSP24-22, motion to approve the Stormwater Management Plan based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan. This motion is made because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.

ROLL CALL VOTE TO APPROVE 27629 HAGGERTY ROAD-HEFCO JSP24-22 STORMWATER MANAGEMENT PLAN MOVED BY MEMBER BECKER AND SECONDED BY MEMBER RONEY. *Motion carried 5-0.*

2. TEXT AMENDMENT 18.305 – PROPOSED AMENDMENTS TO DAY CARE STANDARDS

Public hearing for Text Amendment 18.305 to add a new Subsection to 4.12, Group Day Care Homes, Day Care Centers, and Adult Day Care Centers to increase Day Care Center capacity in certain locations and subject to conditions, to clarify standards, and to amend various additional sections of the ordinance as determined necessary.

City Planner Barbara McBeth stated that City staff drafted the ordinance amendment to modify the standards for commercial daycare centers that are in residentially zoned districts. The zoning ordinance currently allows daycare centers in single family residential districts under certain conditions and are subject to special land use approval by the Planning Commission.

City Planner Barbara McBeth noted that the ordinance currently provides two categories for commercial daycares in the residential district. The first category is provided in section 4.12.1.B currently allows day care centers on single family residential parcels at least 1 acre in size, and when abutting a major thoroughfare. The ordinance provides limitations on the number of people being cared for – no more than 50 children in a day care center. The second category is provided in section 4.12.1.C that currently allows up to 120 children being cared for in day care centers when the single-family parcel abuts non-residential uses.

City Planner Barbara McBeth explained that the text amendment came about after staff met with Little Seeds Daycare owner Angie Altaii. Mrs. Altaii expressed an interest in increasing the number of children up to 75 in her existing facility located at the northeast corner of Ten Mile and Wixom Road. Mrs. Altaii indicated that there is great demand for daycare services in the region and that her daycare business has the space available within the existing building to expand enrollment.

Staff researched other communities' ordinances and found there are several differing standards for daycare centers in those communities. In addition, new information is being shared from the American Planning Association as well as from the State of Michigan that shows the demand for daycare facilities exceeds what is available for many communities.

The draft ordinance proposes a third option that would allow up to 75 children in daycare centers on residential parcels at least 1.5 acres in size, that are at the intersection of a major thoroughfare and another street, and subject to minimum building setbacks to the property lines to ensure adequate setback from other residential uses.

To further ensure that any adjacent existing single family residential properties are adequately separated from the proposed daycare, any buildings to be used as a daycare shall be setback from the property lines a distance that is equal to what is required in the zoning district, but in no case, less than 25 feet from any property line. Special Land Use consideration by the Planning Commission and the required public hearing is required.

City Planner Barbara McBeth stated when the draft ordinance was introduced to the Planning Commission a month ago, several questions were raised. One question related to the likely minimum building size that would be needed for the increase in the number of children up to 75 in the commercial daycares. Staff's research found calculations that the State of Michigan uses in licensing

daycares: a minimum of 50 square feet per child for infant and toddler care, and 25 square feet per child for preschoolers and school-age children. Staff's calculations reflect that the minimum building size for 25% toddler/75% preschool mix would be 2,325 square feet, excluding hallways, offices, kitchens and other spaces. Based on this information, staff believes the minimum building size needed and licensed for up to 75 children will be able to be accommodated on the minimum lot size proposed of 1.5 acres.

A second concern was related to the size of the outside play area for daycare facilities and whether there is consistency between Novi's standards to the state's standards. The daycare ordinance was recently amended to allow outside recreation to be modified by the Planning Commission based on justification provided by the applicant. The language allows flexibility by the Planning Commission when making a decision following a Special Land Use consideration for a new daycare.

The third consideration raised at the previous meeting related to the difference between adult day care centers and day care centers for children. There was no change proposed to the standards for adult day care standards with this amendment. However, based on the concerns raised, the reference in Section D that previously allowed up to 60 adults in adult day care centers in certain situations, is now proposed to be limited to 25 adults as a maximum (when located in the residential districts).

Lastly, City Planner Barbara McBeth stated the map included in the packets shows fourteen properties in Novi that may benefit from the ordinance amendment. It was noted that some of the properties are vacant and others may be developed with a church or alternate use.

The Planning Commission is asked to hold the public hearing and provide a recommendation to the City Council. Mrs. Altaii and her attorney Dennis Cowan were present.

Acting Chair Avdoulos invited the applicant to address the Planning Commission.

Mrs. Altaii, the owner of Little Seeds Daycare, thanked the Planning Commission for the opportunity to return for the public hearing. Mrs. Altaii also thanked City staff for their hard work in proposing the text amendment. She noted Little Seeds is hopeful that the Planning Commission and the public will be favorable to their request to use the space that they currently have which would allow them to meet the demands of the public. Mrs. Altaii stated that there are currently ten families on their waitlist who are expecting infants, these families already have children enrolled at Little Seeds. Little Seeds is unable to accept these infants until the daycare has more space.

Mr. Dennis Cowan, attorney for Little Seeds Daycare, shared two statistics regarding daycare centers. The first being, in the last three years 10% of licensed childcare centers have closed in the State of Michigan. Secondly, 670,000 children in the State of Michigan are under the age of five. Sixty percent of those children have all available parents working, which creates the need for additional space in existing childcare centers. Mr. Cowan thanked the Planning Commission for their consideration.

Acting Chair Avdoulos opened the Public Hearing and invited members of the audience who wished to participate to approach the podium. Seeing no one, Acting Chair Avdoulos closed the Public Hearing and turned the matter over to the Planning Commission for consideration.

Member Becker thanked the City staff for looking into how the text amendment fits with State requirements. Member Becker stated he thinks it is important to understand that this text amendment would potentially benefit other childcare locations.

Member Dismondy had no comment and stated he was in support.

Member Verma inquired whether the text amendment applies daycare centers for children or adults.

City Planner Barbara McBeth stated this text amendment is intended for child daycare centers only. It

was noted historically; adult and child daycare centers were tied together in the ordinance. It was previously brought to the attention of staff that sixty adults in a facility may be too many, so it has been suggested that number be brought back to twenty-five.

Member Roney had no comment.

Acting Chair Avdoulos stated he appreciates the work that went into the amendment and is in support.

Motion to recommend approval to the City Council of the proposed ordinance amendment made by Member Becker and seconded by Member Roney.

In the matter of Text Amendment 18.305 – Proposed Amendments to Day Care Standards, motion to recommend approval to the City Council of the proposed ordinance amendment.

ROLL CALL VOTE TO RECOMMEND APPROVAL TO CITY COUNCIL OF THE PROPOSED ORDINANCE AMENDMENT MOVED BY MEMBER BECKER AND SECONDED BY MEMBER RONEY. Motion carried 5-0.

3. JSP24-05 WADE ONE – HELIOS

Public Hearing at the request of Integrity Building Group for a Special Land Use Permit and Preliminary Site Plan approval. The subject property is zoned I-1 Light Industrial and is located in Section 15, south of Grand River Avenue and east of Taft Road. The applicant is proposing to operate a single business out of an existing industrial building. Helios is a company that manufactures stone-cutting equipment and assembly/shipping of purchased equipment.

Staff Planner Dan Commer stated a Special Land Use application and Preliminary Site Plan were submitted to the City's Planning and Review Center for consideration on behalf of Wade One – Helios by Integrity Building Group in an existing building at 45241 Grand River Avenue.

The current zoning of the site is I-1 Light Industrial. Industrial office sales, laboratory testing, and manufacturing are all Special Land Uses in the I-1 Light Industrial zoning district when the site abuts residential. In this case, the site abuts R-4 and R-A Single-Family Residential to the south, and I-1 Light Industrial to the north, east, and west.

The Future Land Use shows Industrial, Research, Development, and Technology for the site in addition to the property to the north, east, and west, and Single-Family Residential to the south.

The Planning Commission is asked to hold the public hearing tonight to consider approval or denial of the Special Land Use permit and Preliminary Site Plan. Representatives for the applicant are present to discuss the project and answer any questions. Staff is also available for questions.

Acting Chair Avdolous invited the applicant to address the Planning Commission.

Mr. John Biggar and Mr. Brian Mooney from Integrity Building Group were present. Mr. Biggar stated as was mentioned in Staff's report, the property is coming before the Planning Commission for special land use because it abuts residential. He noted when they purchased the property it was in the I-2 PRO status from when Keifer was going to develop it. Mr. Biggar expressed going forward, as Novi goes through its Master Plan process, it is good to have consistency for the regulation of the lands around the property related to the water usage. There are portions in the I-1 and portions in the R-4 and R-A districts.

Mr. Biggar stated Helios is a company that imports state of the art stone cutting machinery from Italy. It was noted that Helios is one of a few companies in the United States with the capability to fulfill some of the more complex stone cutting orders requested by architects. There are instances where architects must send stones to Italy to be cut to specific specifications. Helios has the capability with their machinery to fulfill the architect's specifications. Helios will be selling the stone cutting machines here in the United States to various companies around the country giving them the capacity of more advanced

**PLANNING COMMISSION
MEETING MINUTES EXCERPT
FEBRUARY 12, 2025**

In the matter of Quick Pass Car Wash JSP24-13, motion to approve the Woodland Permit based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.

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

ROLL CALL VOTE TO APPROVE JSP24-13 QUICK PASS CAR WASH WOODLAND PERMIT MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.*

Motion to approve the JSP24-13 Quick Pass Car Wash Stormwater Management Plan made by Member Avdoulos and seconded by Member Lynch.

In the matter Quick Pass Car Wash JSP24-13, motion to approve the Stormwater Management Plan based on and subject to the findings of compliance with Ordinance standards in the staff and consultant review letters, and the conditions and items listed in those letters being addressed on the Final Site Plan.

This motion is made because the plan is otherwise in compliance with Chapter 11 of the Code of Ordinances and all other applicable provisions of the Ordinance.

ROLL CALL VOTE TO APPROVE JSP24-13 QUICK PASS CAR WASH STORMWATER MANAGEMENT PLAN MOVED BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. *Motion carried 5-0.*

MATTERS FOR CONSIDERATION

1. INTRODUCE TEXT AMENDMENT 18.305 – PROPOSED AMENDMENTS TO DAY CARE STANDARDS

Set public hearing for Text Amendment 18.305 to add a new Subsection to 4.12, Group Day Care Homes, Day Care Centers, and Adult Day Care Centers to increase Day Care capacity in certain locations and subject to conditions, to clarify standards, and to amend various additional sections of the ordinance as determined necessary.

City Planner Barbara McBeth gave a brief overview of the text amendment and the reason why it is being proposed. City staff drafted the ordinance amendment to modify the standards for commercial daycare centers that are in residentially zoned districts.

City Planner Barbara McBeth stated that the zoning ordinance currently allows daycare centers and adult daycare centers in single family residential districts under certain conditions. Daycare centers are subject to special land use approval by the Planning Commission.

The ordinance currently provides two categories for commercial daycares in the residential district. The first category is provided in section 4.12.1.B currently allows commercial day care centers and adult day care centers (those not located in a single-family home) on single family residential parcels at least 1 acre in size, and when abutting a major thoroughfare. The ordinance provides limitations on the number of people being cared for – no more than 50 children in a day care center, and no more than 25 adults in an adult day care center.

The second category is provided in section 4.12.1.C that currently allows a greater number of people being cared for in day care centers when the single-family parcel abuts non-residential uses: up to 120 children, and no more than 50 adults.

City Planner Barbara McBeth stated the idea of the text amendment came about after staff met with Little Seeds Daycare owner Angie Altaii. Mrs. Altaii expressed an interest in increasing the number of children cared for in the existing facility which is located at the northeast corner of Ten Mile and Wixom Road. Mrs. Altaii indicated that there is great demand for daycare services in the region in general and that her daycare business has the space available within the existing building to expand enrollment. Mrs.

Altaii wishes to expand enrollment of the Little Seeds Daycare up to 75 children while the current ordinance allows for a maximum of 50 children.

After talking with Mrs. Altaii, staff researched other community's ordinances and found there are several differing standards for daycare centers in those communities. In addition, new information is being shared from the American Planning Association as well as from the State of Michigan that shows the demand for daycare facilities in many communities is not being filled.

City Planner Barbara McBeth stated as drafted the ordinance proposes a third option that would allow up to 75 children in daycare centers on residential parcels at least 1.5 acres in size, that are at the intersection of a major thoroughfare and another street, and subject to minimum building setbacks to the property lines to ensure adequate setback from other residential uses. To further ensure that any adjacent existing single family residential properties are adequately separated from the proposed daycare, any buildings shall be setback from the property lines a distance that is equal to what is required in the zoning district, but in no case, less than 25 feet from any property line. Special Land Use consideration by the Planning Commission and the required public hearing would be required for this option, as it applies to all commercial day care facilities proposed in residential districts.

City Planner Barbara McBeth directed the attention of the Planning Commission to the screen which showed a map with fourteen properties in Novi that may benefit from the ordinance amendment. It was noted that some of the properties are vacant and others may be developed with a church or alternate use. At least one of the properties has a daycare on it currently.

The Planning Commission is asked to set the public hearing for an upcoming meeting. Mrs. Altaii and her attorney Dennis Cowan were present.

Chair Pehrson invited the applicant to come forward if they wished to add anything.

Mr. Dennis Cowan with Plunkett Cooney addressed the Planning Commission on behalf of Little Seeds Daycare. Mr. Cowan stated one of the pressing issues in all communities is child daycare. He expressed that Novi is a growing community of families. In addition to Novi's long-term residents, there are families who come to Novi from other states and countries. Mr. Cowan stated these families may not have the infrastructure of family and friends; therefore, they look to licensed centers for their daycare needs. He stated Mrs. Altaii is looking to add primarily infants at her location, but each business will have that opportunity if they qualify.

Mr. Cowan elaborated that the daycare business is highly regulated. As an example of the regulations for daycare facilities, Mr. Cowan referenced a fifty-five-page document that covers everything from food prep to diaper changing for the daycare center. He stated it is a two-step process to become a licensed facility. The first step is the appropriate approvals from the municipality, in this case Novi. Secondly, the plans would have to be approved by the department of Licensing and Regulation after which they will conduct their own inspection along with the appropriate City inspections before the daycare space can be used. Mr. Cowan turned it over to Mrs. Altaii for further discussion.

Mrs. Altaii stated that she is the owner of the Little Seeds Daycare and that she took over the property in 2022. Mr. Altaii shared it is important to note that the previous owner had existed in the space for over thirty years and had been operating on a variance granted by the City which allowed up to sixty children. Little Seeds Daycare was granted a continuation of that variance and currently has sixty children enrolled at max capacity. Mrs. Altaii noted the waitlist for infants is between six to twelve months.

Mrs. Altaii stated since coming before the Planning Commission in May, the State has asked Little Seeds Daycare to become a partner in the Great Start Readiness Program. This is a universal Pre-K program which the State is planning to roll out with no income limits as of 2026. Little Seeds Daycare is the second partner in this program, next to Novi Public Schools. Mrs. Altaii indicated they are the only other program that can offer this service. As a result of this partnership Little Seeds has been asked to add another classroom, exasperating the need to add an infant classroom. Mr. Altaii stated they are looking to

renovate the space they already have, which is currently not being used, to add an extra infant classroom.

Chair Pehrson asked City Planner Barbara McBeth how the number of one hundred and twenty children came about.

City Planner Barbara McBeth stated that it is currently in the ordinance for one hundred and twenty children in residential districts that abut a non-residential district. An example would be on the edge of a residential district abutting an office district or at the edge of an area abutting an OST District.

Chair Pehrson inquired if these locations could be true residences or part of a church.

City Planner Barbara McBeth stated that the locations that are being talked about with this amendment would not necessarily abut a non-residential use. They could be surrounded by residential properties. Additionally, they could be part of a church or a vacant parcel. Barbara McBeth indicated the fourteen properties shown on the map are residential properties that are surrounded by residential that are at least 1.5 acres in size.

Chair Pehrson inquired if part of the equation is to deal with the square footage of the building itself in relation to the number of people being looked after.

City Planner Barbara McBeth stated that is one of the State's standards.

Chair Pehrson stated he understands the concept of childcare. When thinking about adult care, he stated the thinking shifts to more of a home where people reside as opposed to a drop-off situation like daycare. He inquired if that is in line with the thinking, or if this is a shift in that regard.

City Planner Barbara McBeth stated that the adult daycare and the child daycare were carried through together in the ordinance because they are considered similar types of uses. She noted that we don't have a lot of adult daycare facilities in a commercial establishment, some people have something that they run out of their home. That is not what is being talked about in this case. Adult daycare was carried through with this amendment because it had been in the ordinance for smaller daycare, but modification can be made if the Planning Commission is uncomfortable with that.

Chair Pehrson expressed he would like to understand more about the concept, regarding adult daycare. He stated sixty adults seems like a huge number in thinking about the space that would take up. Chair Pehrson stated he would like to see more finite delineation between child and adult daycare centers.

Member Becker stated he has visited some residential adult homes, and you would not be able to accommodate twenty-five adults. He noted if it was not a residential setting you could accommodate twenty-five adults if it were a daytime drop off situation. Regarding home facilities the State would say you cannot have twenty-five adults in a home because that is a different category. Member Becker requested clarification on if the amendment is replacing wording or if another category is being added.

City Planner Barbara McBeth stated that three categories are being proposed. One new category is being added in case we have any uses that are currently existing which would remain on a smaller parcel with fewer children.

Member Becker stated that the last time daycare facilities were discussed, the State had certain requirements that were more lenient than the City of Novi's requirements. Member Becker inquired if we have balanced the wording, so we are not in conflict with the State.

City Planner Barbara McBeth stated that we can certainly look at that this time around.

Member Lynch stated that he is familiar with the property and expressed that the applicant makes a valid argument. Member Lynch said that a goal the Commission holds is to make sure the ordinance is not

manipulated. He noted this proposal will come back to the Planning Commission so if it is suspected or seen that there is manipulation, there will be an opportunity to reject the proposal.

City Planner Barbara McBeth confirmed that this text amendment will come back to the Planning Commission in about a month.

Member Roney stated he has no issues.

Member Avdoulos stated he has nothing further to add and it was addressed appropriately.

Motion to set the public hearing for a future date as determined by staff made by Member Avdoulos and seconded by Member Lynch.

In the matter of Text Amendment 18.305 Proposed Amendments to Day Care Standards, motion to set the public hearing for a future date to be determined by staff.

ROLL CALL VOTE ON MOTION TO SET THE PUBLIC HEARING MADE BY MEMBER AVDOULOS AND SECONDED BY MEMBER LYNCH. Motion carried 5-0.

2. JSP24-25 EL CAR WASH NOVI II

Consideration of El Car Wash Novi II for Preliminary Site Plan approval. The subject property is 0.54 acres in size, is zoned TC Town Center District, and is located on the east side of Novi Road, north of Grand River. The applicant is proposing to reutilize the existing car wash building for a new car wash.

Staff Planner Diana Shanahan stated the applicant is proposing to reutilize the existing non-conforming car wash on Novi Road. The .54-acre parcel is located on the east side of Novi Road, north of Grand River. The site and surrounding area are zoned Town Center with TC-1 to the southeast. The future land use map indicates Town Center Commercial for this property as well as all the surrounding properties. The subject property does not contain any regulated natural features.

The existing car wash was constructed in 1981 and is a non-conforming use in the TC District. As indicated on the site plan, the applicant El Car Wash II is proposing to renovate the existing car wash. Improvements will include new vacuum stations, two new drive-up pay stations, an attendant booth, repaving, utility improvements, façade updates, and sculpture artwork as an amenity for the Town Center District.

The applicant is requesting a landscape waiver for the lack of a loading zone screen. This waiver is supported by staff as there is no space for loading zone screening on the site. A waiver is requested for insufficient green belt area. This waiver is also supported by staff as an existing condition. A waiver is requested for insufficient interior parking lot trees. This waiver is supported by staff as the proposed plan will improve the existing conditions to the best of its ability given the site constraints. The plan provides enhancements by introducing additional landscaping while accommodating the limitations of the site. A waiver for insufficient parking lot access way perimeter trees along the south edge is being requested. This waiver is supported by staff as an existing condition, as the site offers no space for additional trees. The final waiver is for insufficient foundation landscaping area coverage. This waiver is supported by staff as the proposed landscaping is an enhancement to current conditions.

The proposed plan will require variances to be granted by the Zoning Board of Appeals for three items. These items are the parallel parking space, the lack of a bypass lane, and a shortage of vehicle stacking spaces prior to the tunnel.

The Planning Commission is asked to approve or deny the Preliminary Site Plan. Steven Barrett and the El Car Wash II team are here tonight representing the project as well as staff to answer any questions.

Reid Cooksey from Stonefield Engineering and Design stated that they are taking an existing car wash on Novi Road in the Town Center District and modernizing it. They are looking to bring new flair to the site. Mr. Cooksey stated they are modernizing not only the façade but also the operations. He noted there

**NARRATIVE PROVIDED BY
LITTLE SEEDS DAY CARE OWNER**

To whom it may concern,

I am writing to ask for your consideration and support for our request to revise the variance of our special land use to allow us to accommodate 12 additional children (infants, specifically) on our existing premises. Little Seeds opened its doors in Novi nearly 2 years ago and is a reputable childcare provider serving the community of working parents in Novi. We also provide high quality preschool and pre-K options for families that are outside of the public school sector. We have a waiting list for infants and toddlers that is approximately 6-12 months long and being able to renovate the existing building already on premise would allow us to shorten this waiting list to 1-2 months or may take care of it entirely for a short period of time. Further, renovating this property would put to good use a currently dilapidated building that has been waiting 3 decades for its time to shine!

Our plans to increase the amount of available infant slots is aligned with the Governor's pledge to increase childcare slots across the state and we plan to use some grant funds to make the necessary repairs this building needs. We have also been approached by Oakland County Public Schools, who has asked us to partner with them to provide a GSRP (Great Start to Readiness Program) preschool within our existing facility. This partnership is important to the Novi community – which, as of last fiscal year, had only has 1 other GSRP partner - and will help support the roll out of the Governor's "Universal Pre-K Promise" that is coming down the pipeline. The latest budget passed in Michigan increased the poverty limit for eligible families from 350% to 400% - this will expand eligibility for many of our families as we are a lower priced center and many of our families seek us out for this reason. There is also a whole new group of children in our area that will now qualify. If we utilize an existing classroom for preschool, this will further exacerbate the need for the additional infant slots we are requesting.

Thank you for supporting our small business, the children and families in our community!

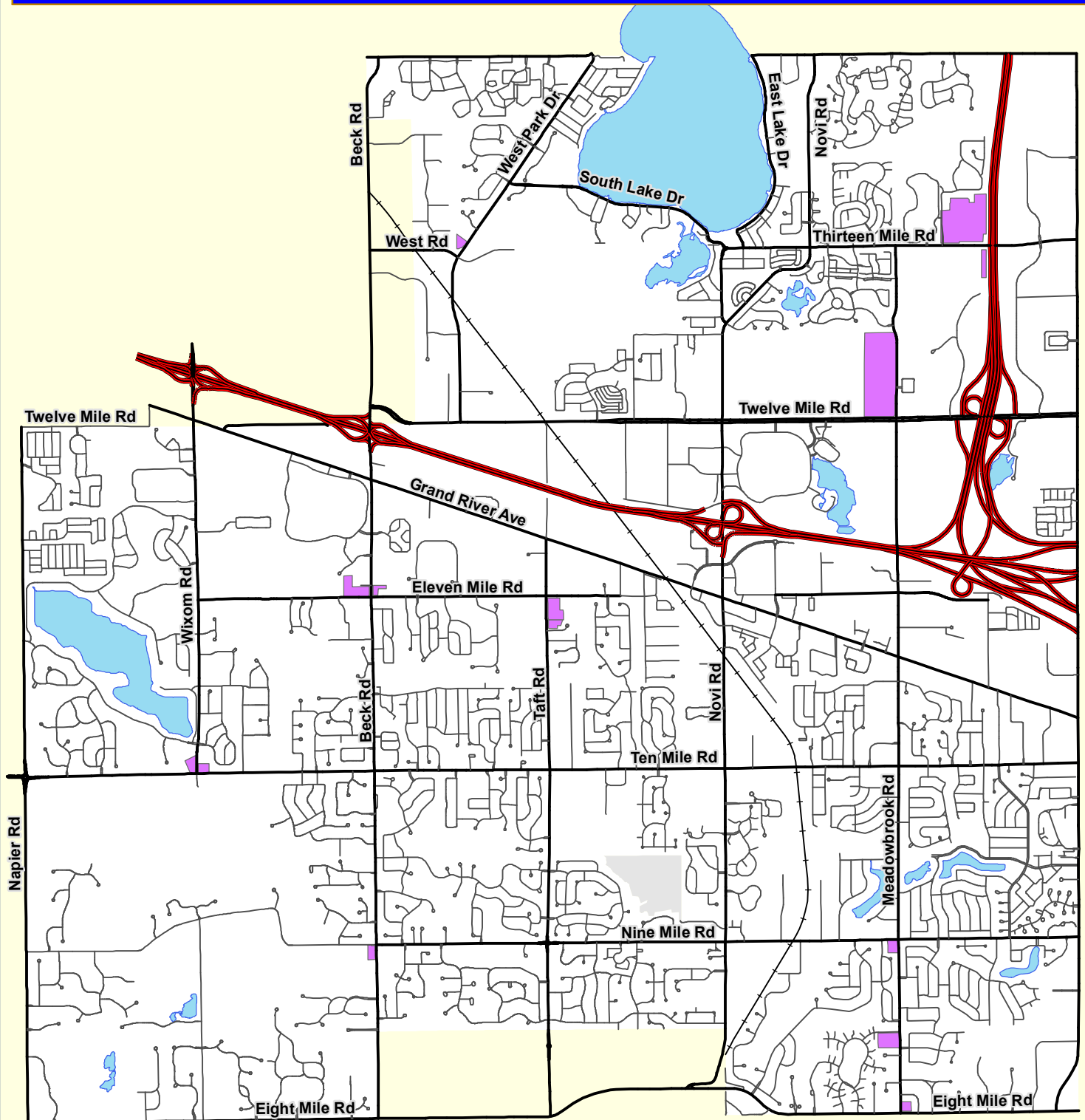
Here are some additional resources to consider if you are looking for more information:

- *Child care needs map* for our state that is one of the reasons for the legislature's investments in and major emphasis on childcare over the past couple of years: <https://cep.msu.edu/projects/child-care-mapping-project/maps-and-charts/areas-with-high-needs-and-urgency?view=draft>
NOTE: Oakland County is labeled "urgent" need for additional childcare slots.
- <https://www.michigan.gov/mileap/early-childhood-education/prek-for-all>
- Details about recent budget passed: <https://www.bridgemi.com/michigan-government/michigans-23b-education-deal-free-community-college-all-pre-k-many>
- GSRP website: <https://greatstarttoquality.org/free-preschool-programs/>
GSRP Oakland County Public School specific site: <https://www.greatstartoakland.org/professionals/gsrp>

**PROPERTIES *POTENTIALLY* IMPACTED
BY PROPOSED
EXPANDED DAY CARE TEXT AMENDMENT**

Properties Impacted by Proposed Expanded Daycare Text Amendment

City of Novi



Map Author:
Date:
Project:
Version #:

Amended By:
Date:
Department:

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.

Map Legend

- Freeway
- Major Streets
- Minor Streets
- + Railroad
- Impacted Parcels (14)
- Lake



City of Novi

Community Development Dept
Novi City Hall
45175 Ten Mile Rd
Novi, MI 48375
cityofnovi.org

Feet
0 875 1,750 3,500 5,250
1 inch = 4,310 feet



**PLANNING'S STUDY OF
NOVI'S EXISTING CHILDCARE CENTERS**

Study of Novi's Existing Childcare Centers for Application of Proposed Ordinance Standards						
Name	Address	Zoning	Acreage	Capacity	Adjacent to Non-Residential Zoning	Affected by new ordinance
A Growing Place	40700 Ten Mile Road	R-4	3.43	85	No	No - 75+ Already Allowed
Everbrook Academy	26195 Beck Road	R-3*	3.95	136	No	No - PS LR Overlay District
KinderCare Learning Center	24250 Homestead Court	R-4	2.28	149	No	No - 75+ Already Allowed
Little Seeds Child Development Center	49700 10 Mile Road	R-A	2.25	60	No	Yes
Novi Early Childhood Center (Novi Community School District)	25745 Taft Road	R-A	80.73	n/a	No	No - School
Novi Cooperative Preschool (Novi Methodist Church)	41671 Ten Mile Road	R-4	5.01	17	Yes	No - Not at an Intersection
Novi Woods Montessori (Oakland Montessori Academy)	42800 13 Mile Road	R-4	1.69	Unavailable	Yes	No - Not at an Intersection
The Train Station (Brightmoor Christian Church)	40800 13 Mile Road	R-A	40.10	90	No	No - 75+ Already Allowed
Walled Lake Preschool (Walled Lake Consolidated Schools)	40839 13 Mile Road	R-A	18.78	n/a	No	No - School
The Goddard School of Novi	48600 Grand River Avenue	B-3	4.32	154	Yes	No - Zoned Non-Residential
The Goddard School of Novi	39659 W 13 Mile Rd	OST	2.09	169	Yes	No - Zoned Non-Residential
The Learning Experience - Novi	26120 Town Center Drive	OST	1.77	144	Yes	No - Zoned Non-Residential

**RELEVANT
CURRENT ORDINANCE STANDARDS**

4.11 UTILITY AND PUBLIC SERVICE BUILDINGS

In the RA, R-1, R-2, R-3, and R-4 districts, utility and public service buildings and uses (without storage yards) are permitted as a special land use when operating requirements necessitate the locating of said building within the district in order to serve the immediate vicinity and when the architecture is in keeping with the surrounding area. A noise impact statement is required subject to the standards of **Section 5.14.10.B**.

4.12 GROUP DAY CARE HOMES, DAY CARE CENTERS, AND ADULT DAY CARE CENTERS

1. In the RA, R-1, R-2, R-3, and R-4 districts, group day care homes, day care centers, and adult day care centers are permitted as a special land use, as follows:
 - A. Group Day Care Homes, subject to the following:
 - i. Outside recreation area required, as follows:
 - a. There shall be provided and maintained an outdoor recreation area of not less than two-thousand (2000) square feet.
 - b. Recreation area shall be securely fenced and screened from any adjoining lot in any residential district with appropriate fence and landscape materials as reviewed by the City's Landscape Architect to provide opaque screening for the outside activities. These screening requirements are in addition to the requirements of **Section 5.5**.
 - ii. The minimum parcel size for a Group Day Care Home shall be one-half (0.5) acre.
 - iii. The licensee shall occupy the dwelling as a residence.
 - iv. The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection and shall provide a smoke detector in all daytime sleeping areas.
 - v. Any sign accessory to the home is prohibited.

- vi. The hours of operation shall be limited to the period between 6:00 a.m. and 7:00 p.m.
 - vii. The parcel shall abut a major thoroughfare or section line collector road, but may have access from a local street. The driveways shall be designed so that vehicles can exit the site without having to back onto a major thoroughfare.
- B. Day Care Centers accommodating no more than fifty (50) children, and Adult Day Care Centers accommodating no more than twenty-five (25) persons, subject to the following:
- i. Outside recreation area required, as follows:
 - a. For each person cared for, there shall be provided and maintained a minimum of one-hundred fifty (150) square feet of outdoor recreation area.
 - b. Such recreation area shall have a total minimum area of not less than two-thousand eight-hundred (2800) square feet.
 - c. The recreation area shall be securely fenced and screened from any adjoining lot in any residential district, with appropriate fence and landscape materials as reviewed by the City's Landscape Architect to provide opaque screening for the outside activities. These screening requirements are in addition to the requirements of **Section 5.5**.
 - ii. The minimum parcel size for a Day Care Center or Adult Day Care Center shall be one (1) acre.
 - iii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m.
 - iv. The parcel shall abut and have access to a major thoroughfare or section line collector road. The driveways shall be designed so that vehicles can exit the site without having to back onto a major thoroughfare.
 - v. The licensee shall register with the City Clerk and the licensed premises may be subject to a fire department inspection and shall provide a smoke detector in all daytime sleeping areas.

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- vi. Any refuse bins or outside trash receptacles shall be located as far away as is practical from properties zoned for residential uses.
 - vii. The exterior building facades shall comply with [Section 5.15](#). Additionally, the City's Facade Consultant shall review the proposed architectural style of the structure to insure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty-five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, vinyl siding and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Facade Materials, in [Section 5.15](#).
 - viii. A noise impact statement is required subject to the standards of [Section 5.14.10.B](#).
- C. Day care centers exceeding fifty (50) children, but not more than one-hundred and twenty (120) children, and adult day care centers exceeding twenty-five (25) persons, but not more than sixty (60) persons, providing the following conditions are met:
- i. Subject to the standards contained in [Subsection 4.12.1.B.ii](#).
 - ii. The parcel must abut land zoned only NCC, EXPO, OS-1, OSC, TC, TC-1, RC, FS, I-1, P-1, C, and OST.
 - iii. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m.
- iv. The exterior building facades shall comply with [Section 5.15](#). Additionally, the City's Facade Consultant shall review proposed architectural style of the structure to insure the residential character of the neighborhood is maintained with regard to design and facade elements. The following materials shall be allowed up to a maximum of twenty-five (25) percent of the building facade, with a finding that these materials will be compatible with the adjacent residential areas: wood siding, painted siding, tongue and groove siding, batten siding, vinyl siding and aluminum siding. These materials are subject to footnote 11 of the Schedule Regulating Facade Materials, in [Section 5.15](#).
- v. A noise impact statement is required subject to the standards of [Section 5.14.10.B](#).
2. Day care centers and adult day care centers are a permitted use in the B-2, OST, TC, TC-1 districts and EXO Overlay district and a special land use in the OS-1, OSC, and PSLR districts, all subject to the following:
- i. In the B-2, OST, OS-1, OSC, TC, TC-1, PSLR districts and EXO Overlay district:
 - a. Outdoor recreation areas shall be provided, consisting of at least one-hundred fifty (150) square feet for each person cared for, with a minimum total area of three-thousand five-hundred (3,500) square feet. All such outdoor recreation areas shall be fenced with self-closing gates. The recreation area may extend into an exterior side yard up to twenty-five (25) percent of the distance between the building facade and the property line.
 - b. The hours of operation shall be limited to the period between 6 a.m. and 7 p.m. for those facilities abutting residential zoning districts.
 - c. Facilities shall be located either within a permitted office, or commercial structure, or in a freestanding building on a site coordinated with surrounding development (i.e., traffic flow, parking access, drop off areas, architecture and relationship to other buildings).

- d. Screening and landscaping of outdoor recreation areas, recreation area fences and parking lots shall comply with [Section 5.5](#).
 - e. Off-street parking shall comply with [Section 5.2.12](#) and [Section 5.3](#).
 - ii. In the B-2, OST, OS-1, OSC, TC, TC-1 districts and EXO Overlay district:
 - a. Not more than fifty (50) percent of front yard or exterior side yard setback between the minimum required parking setbacks of thirty-five (35) feet and building facade line may be used for parking. The balance of this area shall be maintained in lawn and landscaping.
 - b. Vehicular access to the site shall not be directly to or from a major arterial or arterial.
 - c. Facilities abutting residential zoning districts shall be reviewed under the facade standards provided in [Section 4.12.1.B.vii](#).
- 3. In the NCC district, day care centers and adult day care centers are permitted subject to the regulations in [Sections 4.12.1.B.i through Section 4.12.1.B.viii](#), except that day care centers may accommodate in excess of fifty (50) children, and adult day care centers may exceed twenty-five (25) persons.

4.13 PRIVATE NONCOMMERCIAL RECREATIONAL AREAS, INSTITUTIONAL OR COMMUNITY RECREATION CENTERS, AND NONPROFIT SWIMMING POOL CLUBS

In the RA, R-1, R-2, R-3, and R-4 districts, private noncommercial recreational areas, institutional or community recreation centers, nonprofit swimming pool clubs, not including indoor ice skating rinks and indoor tennis courts are permitted as a special land use, all subject to the following conditions:

1. The proposed site for any of the uses permitted herein which would attract persons from, or are intended to serve, areas beyond the immediate neighborhood shall have at least one (1) property line abutting a major thoroughfare and the site shall be so planned as to provide all access in accordance with [Section 5.13](#) of this Ordinance.

2. Front, side and rear yards shall be at least eighty (80) feet wide, and shall be landscaped in trees, shrubs and grass. All such landscaping shall be maintained in a healthy condition. There shall be no parking, structures or recreation facilities permitted in these minimum yards, except that off-street parking may be permitted to within twenty-five (25) feet of a street, and except required entrance drives and walls used to obscure the use from abutting residential districts.
3. Off-street parking shall be provided so as to accommodate not less than one-half (½) of the member families and/or individual members. The Planning Commission may modify the off-street parking requirements in those instances wherein it is specifically determined that the users will originate from the immediately adjacent areas, and will, therefore, be pedestrian. Prior to the issuance of a building permit or zoning compliance permit, bylaws of the organization shall be provided in order to establish the membership involved for computing the off-street parking requirements. In those cases wherein the proposed use or organization does not have bylaws or formal membership, the off-street parking requirement shall be determined by the Planning Commission on the basis of usage.
4. Whenever a swimming pool is constructed under this Ordinance, said pool and pool area shall comply with the standards of this Ordinance regulating the location of accessory uses and with applicable State regulations. In those instances where a conflict exists between State and local regulations, the more restrictive standard shall govern.
5. A noise impact statement is required subject to the standards of [Section 5.14.10.B](#).

4.14 GOLF COURSES

In the RA, R-1, R-2, R-3, and R-4 districts, golf courses, consisting of at least nine holes and not including driving ranges, "pitch and putt," miniature or "par 3" courses, which may or may not be operated for profit are permitted as a special land use, subject to the following conditions:

1. The site shall be so planned as to provide all access in accordance with [Section 5.13](#) of this Ordinance.

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MEMORANDUM



TO: VICTOR CARDENALS, CITY MANAGER
FROM: BARBARA MCBETH, AICP, CITY PLANNER
SUBJECT: ADULT DAY CARE FACILITIES – ADMIN PACKET
DATE: APRIL 22, 2025

The City Council's Ordinance Review Committee met on Monday, April 21 and considered the draft text amendments associated with Child Care Centers and Adult Day Care Centers. The following information provides a summary of the information that was presented to the Committee. Following discussion, the **recommendation of the Committee was to bring the amendments back to the City Council for First Reading**, noted below:

1. **Follow the Planning Commission's recommendations** that would increase the maximum number of children cared for in Child Care Centers from 50 to 75, subject to the standards provided in the draft ordinance.
2. **Do not follow the Planning Commission's recommendation** to reduce the number of Adults Cared for in Adult Day Care facilities in the relevant section of the ordinance under review, but instead, **keep the maximum number at 60 adults.**

Updated draft ordinance language as recommended by the Committee is **included with the accompanying memo**. One additional modification to increase the minimum parcel size from 1.5 acres to 3 acres for larger Day Care centers (up to 120 children or 60 adults) is included in the draft ordinance. This change will not affect any existing facilities.

BACKGROUND

Novi's Zoning Ordinance has regulated the location of Child Care Centers and Adult Day Care Centers together in the single family residential zoning districts for at least 20 years. Child Care Centers and Adult Day Care Centers are Special Land Use in the Residential Zoning Districts, and a Permitted use in the Non-residential Districts. Novi's Zoning District regulations group the two uses together in the following situations:

- Single family residential districts (RA and R-1 through R-4) allowing Child Care Centers of up to **50 children**, and Adult Day Care Centers accommodating no more than **25 adults**.
- Single family residential districts (RA and R-1 through R-4) allowing Child Care Centers of up to **120 children**, and Adult Day Care Centers accommodating no more than **60 adults**, when the residential parcel abuts certain non-residential districts.

- Commercial and Office Districts B-2, OST, TC, TC-1 and EXO Overlay District (Principle Permitted Use), and OS-1, OSC and PSLR Districts (Special Land Use), **no maximum on the number of children or adults.**
- In the NCC district, Child Care Centers of up to **50 children** and Adult Day Care Centers of up to **25 adults.**

Staff believe the rationale for including both child care centers and adult day care centers together in residential districts is that the uses are similar in the services they provide, and the use can be compatible with residential land uses. Shared concerns would be to ensure that the size of the facility, and associated parking and outside recreation areas would not be inconsistent with the residential character of the area. Including larger capacity care facilities when the residential property is located adjacent to non-residential zoning districts, or when the use is within a commercial or office zoning district also seems appropriate, if adequate space and necessary amenities are provided within the facility.

It is not completely clear how the number of adults were determined appropriate in earlier ordinance amendments, but during the latest review by the Planning Commission, the permitted maximum of 60 adults in the Single-Family Residential districts was flagged and concern was expressed regarding that number of people being cared for on parcels of land that may only be one acre in size. At the time of the public hearing, Staff suggested the number be reduced to address that concern, noting that Adult Day Care Centers are permitted without any limit on the number of people being cared for in several of the Non-Residential Districts, and the Commission recommended approval of that amendment.

REVIEW OF OTHER COMMUNITIES' ORDINANCES

In review of other communities' ordinances, Adult Day Care Centers were **not** grouped together with Child Care Centers in the following ordinances: West Bloomfield, Farmington Hills, and Southfield.

The City of Troy's ordinance distinguishes between Adult Day Care Home, Adult Day Care Centers, Adult Foster Care Facilities, and various types of Child Care Centers. Troy's ordinance indicates that home-based businesses are permitted in the residential districts, Day Care Centers and Pre-Schools and Adult Day Care Centers are Special Land Uses in the Residential Districts, and a Permitted use in certain non-residential districts. Troy's standards for Day Care centers includes the requirement that the facility be either on a major or minor arterial street'; a separate drop-off and pick-up area be provided adjacent to the main entrance, and that there shall be an outdoor play area of at least 1000 square feet.

INFORMATION ON ADULT DAY SERVICES IN OAKLAND COUNTY

Planning Staff reached out to Older Adult Services Division of PRCS Manager Kit Kieser, and Social Services Coordinator, Sandy Fisher regarding available resources for Adult Day Services in Michigan, and particularly Oakland County. Planning Staff's

intent was to understand the proposed Text Amendment's impact on existing and future Adult Day Care Facilities in the City.

Sandy noted that there are **no reported Adult Day Care facilities in Novi, but there are two in Farmington Hills and one in Southfield that have open enrollment**. Planning staff reached out to two of the registered adult day care facilities; one in Farmington Hills and the other in Southfield, and **each shared that their maximum capacity is 25 individuals**. Novi's current zoning ordinance allows for up to 25 individuals in an Adult Day Care Center in residential districts up to one (1) acre as a special land use, and up to 60 persons under specific situations. Sandy also noted that various agencies have regulations for adult day services providers, many of which seem to be in line with the regulations for childcare operators.

Staff researched resources available through [National Adult Day Services Association](#) (NADSA) to determine there are presently just 12 registered adult day care facilities in the state, and 4 in Oakland County. AgeWays (formerly, Area Agency on Aging) has a separate listing, perhaps for programs that are not registered through (NADSA), and notes 16 different locations in Oakland County (but none in Novi) where Adult Day Care services are provided (**see attached**).

SANDY FISHER'S NOTES AND HELPFUL LINKS

The National Adult Day Services Association (NADSA)

Mission: To advance the national development, recognition and use of Adult Day Services.

Website: <https://www.nadsa.org/>

Find a Center: <https://www.nadsa.org/locator/>

AgeWays Nonprofit Senior Services (Area Agency on Aging 1-B) offers many services for seniors that family caregivers will want to explore. Using their service locator, I found a list of organizations which offer Adult Day Services in Oakland County: https://www.ageways.org/caregiver-resources/caregiver-service-list/#service_search

Adult day services closest to Novi which have open enrollment:

- Farmington Hills Adult Day Program is a social and recreational day program dedicated to serving older adults with functional needs in our community by becoming involved in the activities offered by the City of Farmington Hills Adults 50 & Better." Brochure > <https://www.fhgov.com/media/euipwncf/farmington-hills-adult-day-program.pdf>
- The Dorothy & Peter Brown Jewish Community Adult Day Program has been providing engaging programs and services for people living with dementia and their family care partners for over 20 years." Southfield Phone: (248) 233-4000. Their website: <https://www.browнадultday.org/>
- Kathelene's Adult Day Care provides a wide range of activities and services. "Our programs are tailor made to the interests and needs of our senior community,

encompassing all abilities in an attempt to engage the body as well as the mind. Our caterer provides delicious and nutritious food and a rotating menu that diversifies meals."

Their website: <https://www.farmingtonhillsadulthooddaycare.com/>

State of Michigan > Department of Education > [CACFP Adult Day Services](#)

[Adult Day Services Fact Sheet](#)

NEXT STEPS

The updated draft ordinance will return to the City Council for First Reading.

Filtered for Adult Day Services in Oakland County

https://www.ageways.org/caregiver-resources/caregiver-service-list/#service_search

Locate Services for Caregivers and Seniors

Find organizations and support that can help both you and your loved one.

Use our service locator below to find help with things like transportation, lawn mowing, caregiver respite, ramp construction, friendly visitor programs and more. You can search both by type of service and by county—so you can find resources in your neighborhood. We've limited our listings to nonprofit and community organizations, so the list is not exhaustive. We recommend calling ahead as service offerings can change and may have been impacted by the coronavirus crisis. If you're not finding what you need, or you need more guidance, please call our Information & Assistance Phone Line at (800) 852-7795. Our resource specialists can talk you through options and point you to additional programs and services.

Oakland

Bloomfield Township Senior Services

Website: bloomfieldtpw.org/Government/Services/SeniorServices

Phone: (248) 723-3530

Address: 4315 Andover Rd, Bloomfield Hills, MI 48302

Services:

- **Adult Day Center** (The Friendship Club): Provides dementia-specific programming Monday-Friday from 9AM-4PM. Must be 50 years or older and be diagnosed with dementia. Individual or family caregivers must also be a resident of Bloomfield Township. Must be able to ambulate with a cane, walker or transfer from a wheelchair.
-

Catholic Charities of Southeast Michigan

Phone:

Auburn Hills: (248) 537-3300 ext. 3803

St. Clair Shores: (586) 412-8494, ext. 4014

Website: ccsem.org

Contact: info@ccsem.org

Adult Day Centers

- Catholic Charities of Southeastern Michigan (CCSEM) provides comprehensive adult day services for persons with dementia or other disabilities who need supervision and companionship.
- Must be age 18 or older. Can accommodate wheelchairs and people with Alzheimer's disease or dementia. Must be reasonably continent of bladder and bowel. Must be able to participate in activities without disruptive behavior.

City of Farmington Hills – Senior Division

Website: fhgov.com

Phone: (248) 473-1830

Address: 28600 11 Mile Road, Farmington Hills, MI 48336

Services:

- **Adult Day Center** (Senex Adult Day Services Program): Provides respite care for frail older adults. Must be able to use the restroom without assistance (staff will remind and accompany the client to and from the restroom). Must be continent. Accepts people with the early stages of Alzheimer's disease if non-disruptive but cannot accommodate wanderers.

Heather Pines

Address: 8541 North Eston Road, Clarkston, MI 48348

Phone: (248)394-0734

Contact: heatherpinesadultcare@gmail.com

Adult Day Center & Adult Foster Care Home

- Service is available Sunday-Saturday, 8 AM-5 PM. Home is barrier-free.
- Must be age 52 or older. Accepts men and women. Can accommodate wheelchairs and people with continence problems. Accepts people with Alzheimer's disease.

Huron Valley PACE

Phone: (734) 572-5777

Website: huronvalleypace.org

The Program of All-Inclusive Care for the Elderly (PACE) provides services at a PACE Center. Participants' social, medical and physical needs are coordinated by a team. PACE focuses on preventive care in a person's home. People who join a PACE program must receive their primary medical care through PACE, and will need to see a PACE doctor.

In addition to medical services, PACE participants also receive important social and supportive services, including:

- Day center services and recreational activities
- Social work services
- Medical and day center transportation
- Personal care, meals and home chores
- Assistance with Activities of Daily Living in the center and in your home
- Support groups and respite for family caregivers

Jewish Senior Life

Website: jslmi.org

Phone: (248) 661-6390

Address: 6710 West Maple Road, West Bloomfield Township, MI 48322

Services:

- **Adult Day Program:** (Dorothy and Peter Brown Jewish Community Adult Day Care Program) for individuals with memory impairments. The Brown Program accepts people of all ages with a memory impairment.

Jewish Senior Life of Metropolitan Detroit

Address: 6720 West Maple, West Bloomfield, MI 48322

Phone: (248)592-5032

Website: WWW.JHAS.ORG

Adult Day Program

- Dorothy and Peter Brown Jewish Community Adult Day Program is available Monday-Friday, 8-5. Early and late hours may be available.
- Must have a diagnosis of Alzheimer's disease or related dementia. Can accommodate people with incontinence.

JVS

Address: 29699 Southfield Road, Southfield, MI 48076

Phone: (248)559-5000

Website: <https://www.jvshumanservices.org/>

Contact: info@jvsdet.org

Adult Day Program

- A nonsectarian adult day care program is offered at the Dorothy and Peter Brown Jewish Community Adult Day Care program. The Center is open Monday-Friday 8AM-4:30PM. Early and

late hours are available. Activities include music, arts and crafts, field trips, gardening, and volunteer opportunities for program participants. A second site is located at 6720 West Maple in West Bloomfield.

- Must have a diagnosis of Alzheimer's disease or related dementia. Can accommodate people who wander and are incontinent.

New Gateways

Address: 5195 Pontiac Lake Road, Waterford, MI 48327

Phone: (248)538-7830

Website: <https://www.newgateways.net/>

Contact: administration@newgateways.org

Adult Day Program

- New Gateways adult day program is available Monday-Friday from 8AM-4PM.
- Must be age 26 or older, with a physical disability, social impairment or mental confusion, including Alzheimer's disease or dementia. Can accommodate wheelchairs and people with continence problems.

OPC Social & Activity Center

Address: 650 Letica Drive, Rochester, MI 48307

Phone: (248) 656-1403

Website: opcseiorcenter.org

Senior Center

Adult Day Programs

- Social program with medical component for older adults with memory loss or disabilities. Adult day services are available Monday-Friday 8:30AM-4PM. Meals and snacks are included in fees.

Orion Assisted Living

Address: 1814 South Lapeer, Lake Orion, MI 48360

Phone: (248)814-6714

Website: www.orionassistedliving.com

Contact: contact@orionassistedliving.com

Adult Day Program

- This is a licensed adult foster care home. Care is provided from 7 AM-5 PM, 7 days a week. Facility doors are alarmed.
- No age requirement but primarily serves older adults. Accepts men and women. Can accommodate wheelchair users and people with continence problems. Accepts people with Alzheimer's disease and dementia. Can accommodate people with frail and brittle bones, closed head injuries, colostomies, and feeding tubes. Cannot accommodate smokers.

PACE Southeast Michigan

Phone: (855) 445-4554

Website: pacesemi.org

The Program of All Inclusive Care for the Elderly (PACE) provides services at a PACE Center. Participants' social, medical and physical needs are coordinated by a team. PACE focuses on preventive care in a person's home. People who join a PACE program must receive their primary medical care through PACE, and will need to see a PACE doctor.

In addition to medical services, PACE participants also receive important social and supportive services, including:

- Day center services and recreational activities

- Social work services
- Medical and day center transportation
- Personal care, meals and home chores
- Assistance with Activities of Daily Living in the center and in your home
- Support groups and respite for family caregivers

Senex Adult Day: City of Farmington Hills

Located in Costick Activities Center

28600 11 Mile Road,
Farmington Hills, MI 48336

Phone: (248) 473-1872

Website: <https://www.fhgov.com/Activities/Programs/Adults-50-Better/Senex-Adult-Day-Program>

Sheltering Arms Adult Day Center North

Address: 3300 South Adams Road, Auburn Hills, MI 48326

Phone: (248)537-3300

Website: ccsem.org

Adult Day Center

- Sheltering Arms provides dementia-specific programming, health monitoring, administration of medications, structured activities, and socialization. Service is available Monday-Friday, 7 AM-5 PM. This is a program of Catholic Charities of Southeast Michigan.
- Serves people age 60 or older. Accepts men and women. Can accommodate wheelchairs and people who are incontinent. Accepts people with the early stages of dementia or Alzheimer's disease.

St. Elizabeth Briarbank

Address: 39315 Woodward Avenue, Bloomfield Hills, MI 48304

Phone: (248)644-1011

Website: www.briarbank.com

Contact: info@briarbank.com

Adult Day Center

- Home for the Aged. Service is available Monday-Friday, 8 AM-6 PM. Licensed practical nurse on staff.
- Must be age 60 or older. Accepts women only. Must be ambulatory (canes and walker allowed). Must be continent. Cannot accept people with Alzheimer's disease or mental illness. Cannot accommodate smokers.

Waterford Senior Center

Address: 3621 Pontiac Lake Road, Waterford, MI 48328

Phone: (248) 682-9450

Website: waterford.k12.mi.us/seniorcenter

Contact: asdele01@wsdmi.com

Senior Center

Adult Day Center

- Encore adult day care services are available Monday-Friday, 8 AM-4 PM.
- Will accept wheelchair users if no lifting is required. Can accommodate persons with continence problems if able to cooperate in care. Accepts persons with Alzheimer's disease.

Child and Adult Care Food Program

Adult Day Services Fact Sheet

The Purpose of the Child and Adult Care Food Program

The Michigan Department of Education (MDE) operates the United States Department of Agriculture (USDA) Child Nutrition Programs (CNP). The Child and Adult Care Food Program (CACFP) provides reimbursement for nonresidential adult day care institutions to plan, purchase, prepare, and serve nutritious meals and snacks to eligible participants.

Eligibility Requirements

- An Adult Day Care Center may participate in CACFP as an independent institution or under the sponsorship of a sponsoring organization.
- An Adult Day Care Center may be operated by one of the following types of institutions:
 - o Public Entity—a municipal, county, state, or federal government agency.
 - o Nonprofit Institution—a federally tax-exempt institution, per section 501(c)(3) of the Internal Revenue Code, as determined by the US Department of Treasury, Internal Revenue Service.
 - o For-Profit Institution—an adult day care institution that does not qualify for tax-exempt status under the Internal Revenue Code. Private for-profit centers can participate only if they receive compensation under Title XIX of Title XX of the Social Security Act for at least 25 percent of adult participants. Documentation must be submitted with each monthly claim for reimbursement documenting the 25 percent eligibility.
- There are no state licensing requirements in Michigan for Adult Day Services. To be eligible for participation, an adult day care center must:
 - o Meet alternative approval requirements. Alternative approval requires providers must comply with the [Michigan Office of Services to the Aging \(OSA\) Minimum State Service Standards for Adult Day Care](#) and possess a current agreement to provide adult day services with their local [Area Agencies on Aging \(AAA\)](#) or MI Choice Waiver Agent.
 - o Be periodically reviewed against the above minimum service standards.
 - o Meet the standards for adult day care centers set forth in the USDA's CACFP program requirements
 - o Have current health and fire inspections
- Specifically, the center must:
 - o Provide services for to adults who are functionally impaired adults (age 18 and over) and/or age 60 and over
 - o Provide a structured, comprehensive community-based, non-residential program of health, social and related support services
 - o Develop and maintain an individual plan of care for each enrolled functionally impaired participant.
- Adult day care centers shall provide a community-based group program designed to meet the needs of functionally impaired adults through an individual plan of care. Day care for the functionally impaired must be the primary purpose of eligible adult day care centers. The program must be **a structured, comprehensive program that provides a variety of health, social, and related support services to enrolled adult participants.**
- Participants at an Adult Day Care Center must not be institutionalized. The individual must return to his/her own or a family member's home after attending the day care.

Child and Adult Care Food Program

Adult Day Services Fact Sheet

- **Adult day care centers participating in the Child and Adult Care Food Program may not claim a meal under both the CACFP and part C of the Title III of the Older Americans Act of 1965.** Additionally, if a center claims reimbursement for a meal under the CACFP, it may not use any Title III funds to pay for the costs associated with that meal or vice versa.

Eligible Age Range

- A person enrolled in an adult day care center who is functionally impaired or 60 years of age or older. (NOTE: *Functionally impaired adult* means chronically impaired disabled persons 18 years of age or older, including victims of Alzheimer's disease and related disorders with neurological and organic brain dysfunction, who are physically or mentally impaired to the extent that their capacity for independence and their ability to carry out activities of daily living are markedly limited. Activities of daily living include, but are not limited to, adaptive activities such as cleaning, shopping, cooking, taking public transportation, maintaining a residence, caring appropriately for one's grooming or hygiene, or using telephones and directories, or using a post office. Marked limitations refer to the severity of impairment, and not the number of limited activities, and occur when the degree of limitations is such as to seriously interfere with the ability to function independently.)

Eligible Operational Time

- Year-round

Adult Meal Pattern Requirements

- Meals and snacks served to participants of an adult day care center must meet the requirements set forth in the CACFP Meal Pattern for Adults. The chart specifies the required food components and portion sizes. USDA Nutrition Standards: [USDA CACFP Adult Meal Pattern](#).
- Each adult day care center shall offer its participants all the required food servings set forth in the food components charts. However, at the discretion of the adult day care center, adult participants may be permitted to decline:
 - o **Breakfast:** One of the four required food items (one serving of milk, one serving of vegetable and/or fruit, and two servings of grain);
 - o **Lunch:** Two of six required items (one serving of milk, one serving of vegetable, one serving of fruit or a second different serving of vegetable, two servings of grain, and one serving of meat/meat alternate); and
 - o **Supper:** Two of five required items (one serving of vegetable, one serving of fruit or a second different serving of vegetable, two servings of grain, and one serving of meat/meat alternate). **NOTE:** Fluid milk is not required as part of a reimbursable supper meal. Yogurt may be substituted for a serving of fluid milk once per day. See meal pattern charts for additional flexibilities and requirements.

CACFP Recordkeeping Requirements

- Annual CACFP re-certification of application
- Intake or Enrollment Data for all participants
- Individual plan of care for each enrolled functionally impaired participant
- Applications for Free and Reduced-Price Meals for all free and reduced price eligible participants
- Center Daily attendance records
- Dated menus listing the food items served for each meal and snack
- Accurate point-of-service meal counts
- Receipts and Invoices for food and non-food costs related to the nonprofit food program

Child and Adult Care Food Program

Adult Day Services Fact Sheet

- Bank Statements, cancelled checks and cost allocation plans, as applicable, to demonstrate CACFP reimbursement are used for food service and not non-program activities
- Record of annual Civil Rights training for all staff with CACFP duties
- Record of annual CACFP training for all staff with CACFP duties
- Food Vendor Contracts, as applicable
- Valid Medical Statement for medical changes to the meal pattern requirements

Reimbursement

- An Adult Day Care Center can be reimbursed for two meals (breakfast, lunch, supper) and one snack **OR** one meal and two snacks, per participant per day
- The amount of reimbursement an institution is eligible for depends on the number of meals served to participants and each participant's household income eligibility status.
- An Adult Day Care Center may not profit from CACFP. Institutions must operate a nonprofit food service program, which means that all reimbursement received for food service is restricted and used only for allowable food program costs. Any reimbursement in excess of food program expenses must be used to maintain, expand or improve the institution's nonprofit food service program.
- Meals and snacks may not be sent home with the participant. Meals and snacks must be consumed while the participant is at the facility.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339. Additionally, program information may be made available in languages other than English.

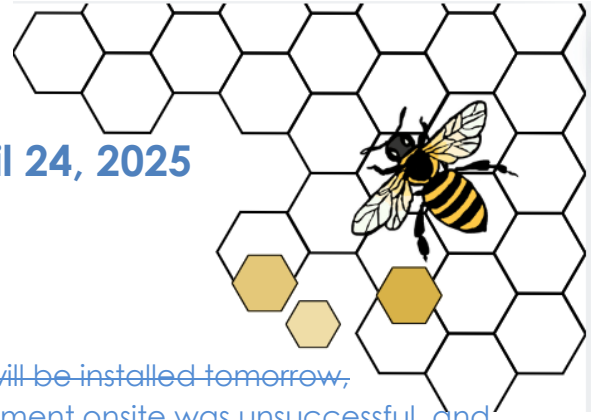
To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) fax: 202-690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Buzz Report

April 24, 2025



Hot Topics:

- **Taft Road – School Zone Signs/Crossing Guard**

The school zone speed sign that was ordered has arrived ~~and will be installed tomorrow, Friday, April 11th~~. Unfortunately, attempting to retrofit the equipment onsite was unsuccessful, and an additional part was needed. The contractor, Carrier and Gable, believes the replacement part should be on site soon. A crossing guard has been stationed there starting this week. The Schools have requested a Traffic Control Order (TCO) for the no-left turn sign that they have installed. We plan on bringing that before Council this summer so it is in place for the Fall when parents can be properly given notice.

- **Wainwright Parking**

Just an FYI, planned water and sewer repair work will require vehicles in the area (13 Mile and Old Novi) to be off the roadway this upcoming Monday morning.

- **Kids in the City**

Today (April 24th) was the annual Take Your Kid to Work Day. The future leaders of Novi toured the Library, Police station, the DPW garage, and one of our Fire Stations. It was a successful day! Big thanks to our Community Relations team (especially Jeanette) for their coordination efforts.



- **Summerlin Water Basin**

A stormwater retention basin on the northwest corner of the City that services the the Summerlin neighborhood has not been adequately maintained, which is forcing water into a neighboring property not associated with the subdivision. Engineering has been working with all parties to ensure corrective action is taken.

- **Shawood Lake Island Purchase**

The purchase agreement for the Island has been signed. Title paperwork is being worked on by the attorneys of both parties, and we are awaiting the property survey. **Closing on the property took place this past Tuesday.**

● ~~2025 Road Construction Projects Map~~

~~A new map featuring all currently planned 2025 Road Construction Projects has gone live on the city website. The map is color coded to identify the type of project and includes the official detour routes for each project in left hand panel. Any changes and updates to the road projects will be reflected in the map as needed, typically within the week of the update.~~

Development Project Updates:

[Map of Development projects](#)

- **Feldman Kia PRO**

Approval was given to Feldman Kia by the Planning Commission at their April 9th meeting. This matter will come back before Council in May

- **Bar Louie (Twelve Mile Crossing)**

We have received confirmation from the property management that The Bar Louie Location located in Twelve Mile Crossing has permanently closed.

- **Station Flats**

The planned project in between Target and Sam's has been scuttled and there are no proposals to continue with it in its current form

- **Camelot Parc/Avalon** by Village of Stonebrook

Townhomes for sale with garages, fewer units (currently zoned under a special land use, which council will have a decision)

- **On the Border (Haggerty Road) Closed**

UPDATE - Per earlier updates please see the following [article about a chapter 11](#) filing by the corporate On the Border holding company.

- **Porsche of Novi** – Grand River/Haggerty Road

UPDATE – A Temporary Certificate of Occupancy (TCO) has been issued for the 19,170 square foot, two-story Porsche car dealership (next to the Audi Sales Center)

- **El Car Wash # 2 will take over the Original \$6 Car Wash on Novi Road and 96**

- **Audi Sales Center** (Former Jaguar dealership) – 10 Mile/Haggerty Road

The former Jaguar dealership located at 24295 Haggerty Rd is in the process of being converted to an Audi Sales Center. Currently the renovation is in full swing and recently was approved for its "rough" building inspection.

Estimated Completion Date: Mid-April 2025

- **Elm Creek PRO (Meadowbrook and 12 Mile development)**

The residential development [proposed by Toll Brothers](#) (two-phased 134-unit multiple-family townhome development) has been halted, and they will not be proceeding with construction. It would appear this is a result of a property dispute between the owners of the parcel.

- **Joann CLOSING**

The fabric and craft retailer Joann filed for bankruptcy for a second time in January and this Wednesday (2/19/25) announced plans to close approximately 500 of their stores across the nation, 37% of these closures are in the Great Lakes region. **Included** in the list of planned store closures is the longtime Novi location in West Oaks (next to Kohl's).

- **El Car Wash** (Former PNC Bank) – Grand River Ave/12 Mile Rd

The former PNC Bank located at 48648 Grand River Ave has been demolished and an El Car Wash will be being built on the site. The project has already received approvals from the Planning Commission (4/10/24) and Zoning Board of Appeals (5/14/24). Currently, a pre-construction meeting has been held and the building plans are in the final stages of review prior to permit issuance.

Estimated Completion Date: Fall 2025

- **Cantaritos Fiesta Mexican Restaurant** (Former Chili's Grill & Bar) – 8 Mile/Haggerty Road

The former Chili's location in the City's southeast corner is planned to soon become a new Mexican restaurant following necessary renovations and upgrades to the interior of the building. The restaurant also has a location in Royal Oak that opened in May 2023. The building plans for the renovation were recently submitted and undergoing review.

Estimated Completion Date: Late Spring or Summer 2025

- **Raising Cane's Chicken Fingers** (Former Wendy's) – Novi Rd/Grand River Ave

The Novi Wendy's location at 26245 Novi Rd recently closed as part of a company plan to shutter 140 locations nationwide. The Louisiana-based fast food chain Raising Cane's is planning to take over the space in the near future. Raising Cane's specializes in chicken fingers, crinkle-cut fries and Texas toast.

Estimated Completion Date: Currently Unknown (no submittals to date, project scope unclear)

- **Primrose School** (Former Whitehall nursing home) – 10 Mile/Novi Road

The former Whitehall nursing home at 43455 Ten Mile Rd has been demolished and Primrose School, a 13,586 square feet private preschool and daycare center, is currently being built on the former site. When completed, is estimated to be able to have 202 children during its peak hours.

The construction was previously limited only to foundation/flatwork while a hydrant was installed to make water available at the site. As of December 4th, the full building permit has been issued, which will allow them to proceed with "vertical" construction.

Estimated Completion Date: Summer 2025

Frequently Asked Questions:

None at current

MEMORANDUM



TO: VICTOR CARDENAS, CITY MANAGER
FROM: JEFF MUCK, PRCS DIRECTOR
SUBJECT: VILLA BARR ART PARK PATHWAYS
DATE: APRIL 24, 2025

Mayor and Council –
Per previous correspondence, please see the path forward (pardon the pun) that I believe is the most advantageous for the City to proceed with. It will come before Council on 5/5.

- Victor

This correspondence aims to follow up on the direction provided at the January 27 City Council meeting and the memorandum sent on February 27th. The latter correspondence outlined three different options for the Villa Barr Art Park. Stemming from the correspondence, the staff is submitting option three, (currently estimated at \$298,422) for City Council consideration. As a reminder, this option would pave the existing pathways and add an extension, creating a loop around the pond. Staff believes two trees will be impacted by this design; however, according to the City Forester, those trees have an end of life in the next ten (10) years.

Furthermore, this option provides the greatest increase in handicap accessibility within the park. Design and engineering proposal for this project will come before the council at their May 5th meeting.

