



BOARD OF COMMISSIONERS

Mayor and Council –

The Master Plan Amendment related to the Park / School swap was reviewed by Oakland County's Coordinating Zoning Committee on Wednesday, and the Committee had no objections. The next step is for the Novi Planning Commission to consider the amendment at a public hearing on April 19th for possible approval.

-Victor

April 12, 2023

Barb McBeth
City of Novi
45175 Ten Mile Road
Novi, MI 48375

Dear Ms. McBeth:

On Wednesday, April 12, 2023, the Oakland County Coordinating Zoning Committee (CZC) held a meeting and considered the following Master Plan Amendment:

The City of Novi Master Plan Amendment (County Code MP# 23-01)

The Oakland County Coordinating Zoning Committee, by a 2-0 vote (with one non-voting member), endorses the Oakland County Department of Economic Development (OCED), Planning & Local Business Development (PLBD) Division's staff review and recommendations of the amendments to the Master Plan. The staff review finds the proposed Master Plan Amendments to be **not inconsistent** with the Master Plans or existing land uses of any of the adjacent communities that received notification of the proposed update. A copy of the staff review is enclosed.

A copy of the proposed draft amendments for the City of Novi Master Plan can be accessed at the following web link: www.cityofnovi.org/amendments. Adjacent communities and other reviewing jurisdictions are asked to contact the City of Novi regarding the final adoption process for the proposed Master Plan Amendments.

If further documentation is necessary regarding the CZC meeting, the official minutes of the April 12, 2023, meeting will be available following the next CZC meeting in May of 2023. If you have any questions regarding the review, please do not hesitate to contact me at (248)858-0389 or email me at krees@oakgov.com.

Sincerely,

A handwritten signature in blue ink, reading "Scott E. Kree".

Scott E. Kree | Senior Planner
Oakland County Department of Economic Development
Planning & Local Business Development Division

(CC'd recipients are listed on the next page)

cc: Gwen Markham, Oakland County Commissioner – CZC Chair, District 15
Yolanda Smith-Charles, Oakland County Commissioner – CZC Vice Chair, District 17
Phil Weipert, Oakland County Commissioner – CZC Member, District 13
Ajay Raman, Oakland County Commissioner, District 14
Marcia Gershenson, Oakland County Commissioner, District 11
John Juntunen, Novi Township Supervisor
Katherine Des Rochers, Lyon Township Planning Coordinator
Drew Benson, City of Wixom Assistant City Manager & Economic Development Director
David Campbell, Commerce Township Planning Director
Jennifer Stuart, City of Walled Lake Clerk
Gordon Bowdell, West Bloomfield Township Planning & Zoning Manager
Charmaine Kettler-Schmult, City of Farmington Hills Director of Planning & Community Dev.
Dianne Massa, City of Northville Clerk
Brad Knight, RCOC Director of Planning & Environment
Dan Butkus, WRC Engineering Technician, Plan Review & Permitting Unit
Lori Swanson, Oakland TSC-MDOT Manager
Adelaide Pascaris, ITC Area Manager
Jennifer Whitteaker, DTE Regional Manager
Brandon Hofmeister, Consumers Energy Senior VP of Government

March 30, 2023

Commissioner Gwen Markham, Chairperson
Oakland County Coordinating Zoning Committee
1200 North Telegraph Road
Pontiac, MI 48341

SUBJECT: County Code No. MP 23-01, Oakland County Economic Development Department, Planning & Local Business staff review of the draft City of Novi Master Plan Amendment.

Dear Chairperson Markham and Committee Members:

On March 13, 2023, Oakland County received a mailed letter, dated March 6, 2023, informing our office of the proposed **City of Novi Draft Master Plan Amendment, (County Code Master Plan No. 23-01)**. Under the Michigan Planning Enabling Act, Oakland County, adjacent municipalities, and other jurisdictional authorities have 42 days to review the draft document and submit comments on the proposed Master Plan Amendments directly to the City of Novi. The following web link was provided by the City of Novi to access the proposed Master Plan Amendment: www.cityofnovi.org/amendments

This review of the draft Master Plan Amendment will go before the Oakland County Coordinating Zoning Committee (CZC) on April 12, 2023. This date falls within the community's specified comment period.

It is assumed that the adjacent Oakland County Communities of Commerce Township, City of Farmington Hills, Lyon Township, Novi Township, City of Northville, City of Walled Lake, West Bloomfield Township, City of Wixom, were notified about the proposed draft Master Plan Amendment and review period by the City of Novi.

Staff Recommendation

Based on the review of the surrounding communities' Master Plans, the City of Novi's Draft Master Plan proposed amendment is **not inconsistent** with the plan of any city, village, or township that received notice of the draft plan. Oakland County has not prepared a countywide development plan, therefore, there is no countywide plan with which to compare the draft amendment.

Summary Analysis of Content

The focus of this report is to present a clear understanding of the proposed amendment and describe changes in border land use through an analysis of the proposed and existing plan. Since the changes to Novi's Master Plan are considered an "amendment", the existing City of Novi Master Plan will be referenced as needed. Recommendations that may help make the document stronger are offered as a result of the analysis. The following is a summary of the City of Novi Draft Master Plan Amendment in its entirety. Our records show that the City of Novi last updated their Master Plan in 2016.

The proposed draft Master Plan Amendment consists of changes to the existing *Future Land Use (FLU)* map and *Residential Density Map*. These changes will amend pages 47 and 48 in the existing 2016 Master Plan.

Future Land Use Changes

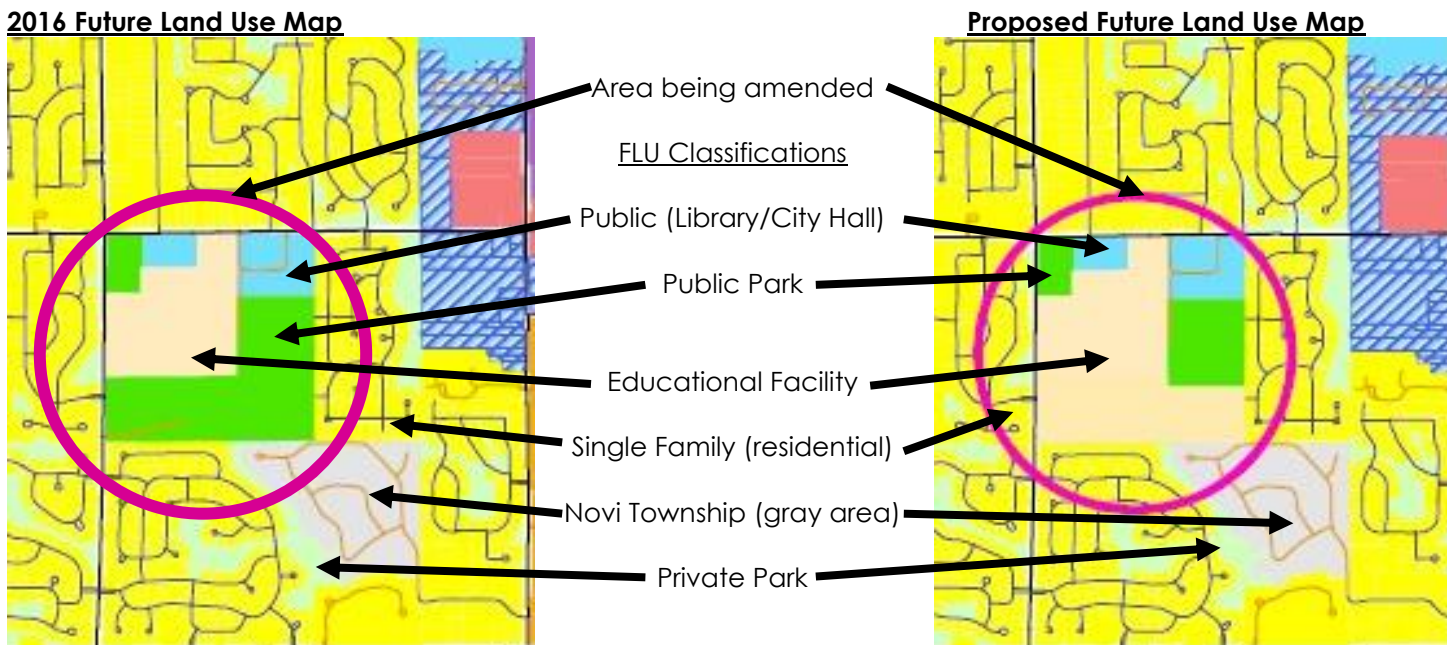
On the FLU map, a few specific properties have been reclassified.

Per the City of Novi's explanation of the amendment, the reasoning for the change in classifications is due to the potential consideration of property exchanges between the City of Novi and Novi Community Schools.

Therefore, there is only a change between two (2) land types of FLU classification on the properties. The descriptions of the FLU designations that are involved in the Master Plan amendment are defined as follows:

1. **Educational Facility:** *This land use is designated for private and public educational facilities. If the area ceases to be considered for educational facility uses, residential uses are appropriate if the area is assigned a density on the Master Plan's Residential Density Map.*
2. **Public Park:** *This land use is designated for public and private parks and open space. If the area ceases to be considered for public and private park or open space uses, residential uses are appropriate if the area is assigned a density on the Master Plan's Residential Density Map.*

There are three (3) areas in the City of Novi with proposed changes to FLU designations. All areas being amended involve a change in designation between two (2) FLU classification types: *Public Park* and *Educational Facility*. This review will focus on only one (1) of the areas because it is the only one to share a municipal border. The area includes a portion of Novi City Hall property which is under the *Public Park* classification which is adjacent to Novi Township and the Novi High School property designated as *Educational Facility*. The current FLU classification along the border of the City of Novi and Novi Township and a map of surrounding designations have been listed below showing the proposed and existing FLU maps for this area.



All FLU classifications surrounding the proposed change from *Public Park* to *Educational Facility* remain to be adjacent to *Public Park*, *Private Park*, *Educational Facility*, and *Single Family* [residential] FLU types. Novi Township continues to have single family residential uses throughout the entirety of the Township's area and along its borders. Oakland County's 2020 aerial data (at left) shows the existing development patterns with the southern portion of the City of Novi property (shown in orange) being reclassified along the township border (shown in blue).

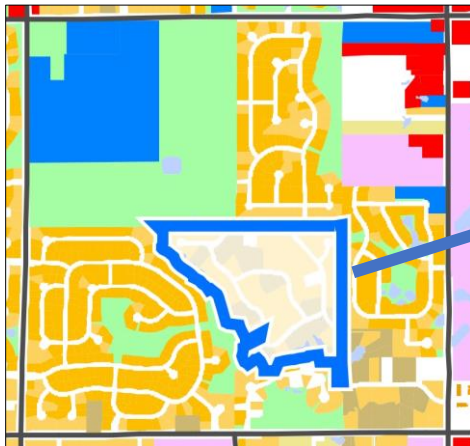


Oakland County's 2020 aerial data (at left) shows the existing development patterns with the southern portion of the City of Novi property (shown in orange) being reclassified along the township border (shown in blue).

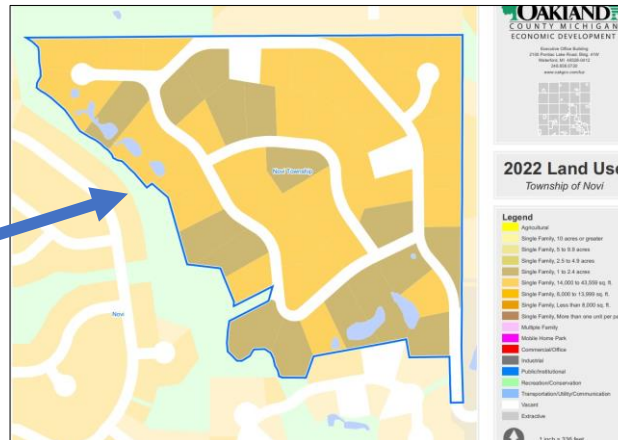
Per the information provided above and noted on the submitted FLU map amendment, indicate that the proposed FLU classifications would continue to allow for single family development which would be one of the most intense uses of the property. It is assumed that the property will continue to be utilized as it is currently but if a rezoning of the property were to happen in the future, all other intensities permitted under the FLU would remain compatible if not, identical to surrounding existing development. The City of Novi has provided a statement in the "Notes" section of the submitted amended maps stating, "[#6] If future conversion of public and private recreation areas to a non-public or

non-recreation area occurs, the intended use is residential at the density identified on the Residential Density Map.” Our analysis finds that **this remains a compatible border.**

City of Novi – OC ELU Data

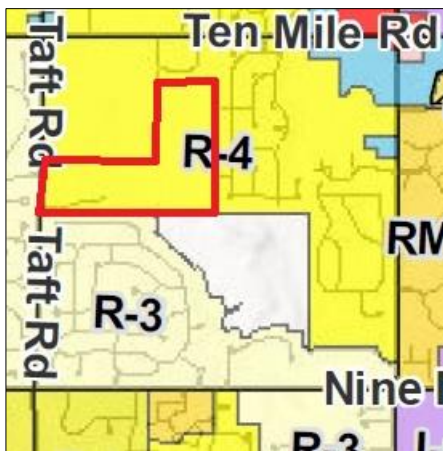


Novi Township – OC ELU Data

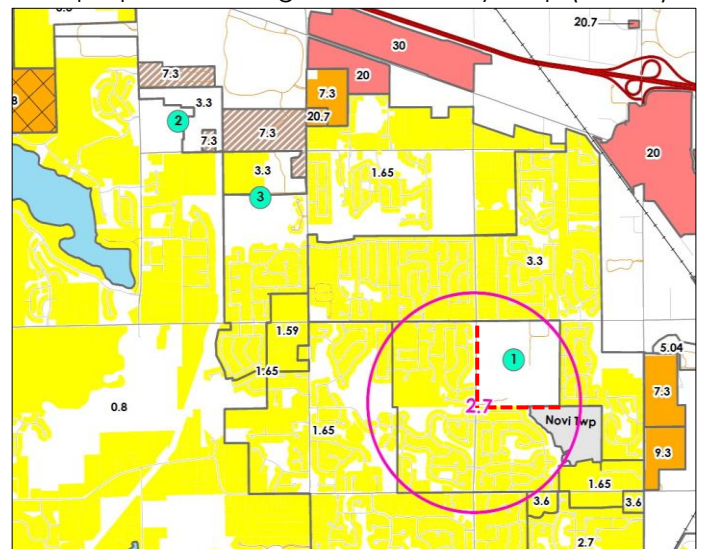


Oakland County's data for Existing Land Uses (ELU) in this area is shown on the left. Data collected through 2022 shows the City of Novi and Novi Township continue to have a majority of “Single Family” residential uses in the area of the subject amendment with other uses (Public/Institutional and

Recreational/Conservation) that replicate the classifications of the FLU map. The surrounding areas of the subject amendment remain consistent with the existing City of Novi Zoning Ordinance. However, the zoning ordinance does not decipher between school property, city property, or recreation/park areas. In this case, the current City of Novi Zoning Map (at left) identifies the subject area to be in the R-4 district. Uses such as schools or parks are permitted within this residential zoning district. This practice is not uncommon in other municipalities within Oakland County and wouldn't necessarily trigger a direct change to the City's zoning map or change on the property.



A second part of the proposed amendment is to update the Master Plan's Residential Density Map. The proposed change to the density map (below) is to include the subject area within the “dwelling units per acre” calculation by removing the boundary around the Novi High School and City of Novi properties. The number of dwellings remain unchanged at 2.7 and given that all areas in the 2016 residential density map included other school properties within the city (which could be associated with the existing zoning and/or existing land uses), this change is viewed as a correction. The map at the right shows the area changed. The red dashed line represents the removal of the calculation border. Novi Township is not included in the City of Novi's density calculations.



Recommendations

A recommendation has been made in an attempt to strengthen the plan as a usable tool for the community. The following is a staff recommendation for the Master Plan Amendment:

1. Subdivide or administer property line adjustments on properties that have more than one (1) FLU classification. The existing FLU classification pertaining to portions of properties and the proposed changes to the FLU map have the potential to promote the split-zoning of properties. It is recommended that properties be classified in their entirety under one (1) zoning classification. This would protect against a property using arbitrary lines between future zoning classifications. It would further prevent the location of boundaries being left open for interpretation where a zoning designation change is or should be if/when future rezoning cases that aim to follow the FLU map are proposed or required.

Oakland County Technical Assistance

A summary of programs offered by the Oakland County Economic Development Department (OCED) within the Planning & Local Business Development (PLBD) Division that are relevant to City of Novi have been included following the end of this review.

Oakland County Technical Resources

Oakland County compiles existing and future land use statistics for the county as a whole and for each community using generalized land use definitions. These documents have been used within our review and link has been included as reference (below). This information provides a snapshot of the City's existing land use and development patterns.

<https://www.oakgov.com/advantageoakland/planning/services/Pages/%E2%80%8B%E2%80%8BExisting-and-Future-Land-Use-Maps.aspx>

Conclusion Summary

The City of Novi Master Plan Amendment is based on a need to change the future land use classifications for portions of specific properties. Our analysis has found these changes to be acceptable in keeping the existing 2016 Master Plan document relevant and updated. The amendment proposes minimal changes and should have a little to no effect on the adjacent properties and surrounded community of Novi Township as compared to the original FLU classification along that shared border.

While our review has suggested a recommendation that we feel will strengthen the proposed amendment and help to implement the future land use plan, at no point are our recommendations required. Oakland County does not have a Planning Commission or County Master Plan to do a full comparison and contrast of the information submitted to review by the City of Novi. **Our staff review of the proposed Master Plan Amendments and a cursory review of adjacent communities' existing land uses has found that the City of Novi Master Plan Amendment is not inconsistent with any of the adjacent communities.**

The City of Novi has received a copy of this review. There will be a motion made on the recommendations of this review by the CZC on April 12, 2023, after which a copy of this review will be made available to the adjacent communities and any other surrounding jurisdictions that were sent the notification of the proposed plan by Novi. If there are any questions or comments about this review and analysis, please do hesitate to contact me at (248)858-0389 or email me at krees@oakgov.com.

Respectfully,



Scott E. Kree
Senior Planner

CC: Barbra McBeth, Planning & Zoning Director at City of Novi
John Juntunen, Novi Township Supervisor
Ajay Raman, Oakland County Commissioner, District 14
Yolanda Smith Charles, Oakland County Commissioner, CZC Vice-Chair
Phil Weipert, Oakland County Commissioner, CZC Member

Oakland County Planning Resources

The Oakland County Department of Economic Development (OCED), Division of Planning & Local Business Development (PLBD) offers a variety of programs to support Oakland County communities with innovative services and assistance to create attractive destinations in which to live, work and raise a family. The chart below details those programs. Current participation in these programs and opportunities for future involvement are noted on the right of the chart. Additional information on all OCED programs can be found at www.oakgov.com/advantageoakland.

Program	Mission	Novi Opportunities and Current Participation
Environmental Stewardship	Provide information, plans and options to promote conservation of the natural environment while supporting sustainable economic growth, development and redevelopment.	Novi can support development that is cognizant of natural resource protection and management. County staff members are able to act in a supporting capacity with grant application identification, open space protection, and sustainable development practices.
Historic Preservation Assistance	Support local efforts to maintain and enhance architectural and heritage resources through sustainable practices to enrich the quality of life for all.	County staff is able to assist with potential design concepts for adaptive reuse of historic structures within the community.
Land Use & Zoning Services	Prepare and provide land use, zoning and Master Plan reviews for communities to enhance coordination of land use decision-making.	Novi continues to send Master Plan Updates and Amendments to the County for review fulfilling the legislative requirements. Other coordination services are available upon request.
Main Street Oakland County (MSOC)	Help local governments develop their downtowns as vibrant, successful districts that serve as the heart of their community.	Novi is not currently a member of MSOC but is eligible to participate in training and receive technical assistance.
Trail, Water & Land Alliance (TWLA)	Become an informed, coordinated, collaborative body that supports initiatives related to the County's Green Infrastructure Network	The County fully supports the expansion of non-motorized facilities and can aid the community in non-motorized planning efforts through education and the identification of potential funding sources.
Brownfield Redevelopment Authority (OCBRA)	Provide assistance in the County's Brownfield initiative to clean-up and redevelop contaminated properties	The OCBRA can assist and coordinate with the State of Michigan Department of Environment, Great Lakes and Energy (EGLE) along with the Michigan Economic Development Corporation (MEDC), as needed, in an effort to prepare designated brownfields for redevelopment with the County's BRA.