



Planning and Economic Development  
Sara Roediger, AICP, Director

From: Kristen Kapelanski, AICP  
Date: 4/5/2019  
Re: Auburn Road Parking Lots (City File #19-013)  
Site Plan - Planning Review #1

The applicant, the City of Rochester Hills, is proposing to develop two parking lots as part of the development and construction of the Auburn Road Corridor Plan. The parking lots are one element of the Auburn Road Corridor Plan, which includes extensive improvements to the alleys paralleling Auburn Road as well as a complete redevelopment of the road itself and the corresponding streetscape.

The project was reviewed for conformance with the City of Rochester Hills Zoning Ordinance. An increase in parking of more than 15% over the current parking on a site requires the approval of the Planning Commission.

- Zoning and Use** (Section 138-4.300). The site is zoned R-4 One Family Residential District which permits municipal buildings and uses as permitted uses. Refer to the table below for the zoning and existing and future land use designations for the subject site and surrounding parcels.

	Zoning	Existing Land Use	Future Land Use
<b>Subject Site</b>	<b>R-4 One Family Residential</b>	<b>Vacant residential</b>	<b>Residential 4</b>
North	R-4 One Family Residential	Single family residential home	Residential 4
South	CI, Commercial Improvement with FB-2, Flexible Business Overlay	Retail/Restaurant	Auburn Road Corridor - Commercial Residential Flex 2
East	R-4 One Family Residential	Single family residential home	Residential 4
West	R-4 One Family Residential	Single family residential home	Residential 4

- Exterior Lighting** (Section 138-10.200-204). Refer to the table below as it relates to the lighting requirements for this project.

Requirement	Proposed	Staff Comments
<b>Shielding/Glare</b> Lighting shall be fully shielded & directed downward at a 90° angle  Fixtures shall incorporate full cutoff housings, louvers, glare shields, optics, reflectors or other measures to prevent off-site glare & minimize light pollution  Only flat lenses are permitted on light fixtures; sag or protruding lenses are prohibited	Manufacturer's cut sheets provided	In compliance
<b>Max. Intensity</b> (measured in footcandles fc.) 10 fc. anywhere on-site, 1 fc. at ROW, & 0.5 fc. at any other property line	Photometrics provided	In compliance
<b>Lamps</b> Max. wattage of 250 watts per fixture  LED or low pressure sodium for low traffic areas, LED, high pressure sodium or metal halide for parking lots	Max. 142 watts	In compliance
<b>Max. Height</b> 15 ft.	15 ft.	In compliance

- Parking** (Section 138-11.100-308). Refer to the table below as it relates to the parking requirements of this project.

Requirement	Proposed	Staff Comments
<b>Min. Barrier Free Spaces (Harrison Lot)</b> 1 + 4% BF spaces 11 ft. in width w/ 5 ft. aisle for 76-100 parking spaces = 5 spaces	4 BF spaces - dimensions to be provided	One additional barrier free space will be added to the Harrison Avenue lot
<b>Min. Barrier Free Spaces (Emmons Lot)</b> 1 BF spaces 11 ft. in width w/ 5 ft. aisle for up to 25 parking spaces	1 BF space - dimensions to be provided	In compliance
<b>Min. Parking Space Dimensions</b> 9 ft. x 18 ft. w/ 24 ft. two-way aisle	9 ft. x 18 ft. with 24 ft. aisle	In compliance
<b>Min. Parking Setback</b> 10 ft. on all sides	Min. 10 ft.	In compliance

4. **Natural Features.** In addition to the comments below, refer to the review letters from the Engineering and Forestry Departments that may pertain to natural features protection.
  - a. **Tree Removal** (*Section 126 Natural Resources, Article III Tree Conservation*). The site is not subject to the city's tree conservation ordinance.
  - b. **Wetlands** (*Section 126 Natural Resources, Article IV Wetland and Watercourse Protection*). The affected area does not contain any regulated wetlands.
  - c. **Natural Features Setback** (*Section 138-9 Chapter 1*). The affected area does not contain any required natural features setbacks.
  - d. **Steep Slopes** (*Section 138-9 Chapter 2*). The affected area does not contain any regulated steep slopes.
5. **Landscaping** (*Section 132-12.100-308*). Refer to the table below as it relates to the landscape requirements for this project.

Requirement	Proposed	Staff Comments
<b>Right of Way (Harrison Ave.: 125 ft.)</b> 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 4 deciduous + 2 ornamental	2 deciduous 1 ornamental	Landscaping will be adjusted to meet minimum ordinance requirements
<b>Right of Way (Emmons Ave.: 90 ft.)</b> 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 3 deciduous + 2 ornamental	1 deciduous 3 ornamental	
<b>Parking Lot: Interior</b> (Information to be provided) 5% of parking lot + 1 deciduous per 150 sq. ft. landscape area	Information to be provided	



ASSESSING DEPARTMENT  
Laurie A Taylor, Director

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From: Nancy McLaughlin  
To: Sara Roediger  
Date: 3/18/19  
Re: Project: Auburn Rd Parking Lots  
Parcel No: 70-15-25-456-033, 70-15-25-458-026, 70-15-25-458-029  
File No.: 19-013 BESC n/a  
Applicant: City of Rochester Hills

A combination has been submitted for the following parcel nos.:

70-15-25-456-033  
70-15-25-458-026  
70-15-25-458-029

And

70-15-25-458-016  
70-15-25-458-017

Note: The above two parcels are included in the combination request.



BUILDING DEPARTMENT  
Scott Cope

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From: Mark Artinian, Building Inspector/Plan Reviewer  
To: Kristen Kapelanski, Planning Department  
Date: April 9, 2019  
Re: Auburn Rd Parking Lots

Sidwell: 15-25-456-033, 15-25-458-026, 15-25-458-029  
City File: 19-013

The Building Department has reviewed the Site Plan Review documents received March 15, 2019 for the above referenced project. Our review was based on the City of Rochester Hills' Zoning Ordinance, the 2015 Michigan Building Code and ICC A117.1 -2009, unless otherwise noted.

The Site Plan drawings included proposed parking lots off Harrison Avenue and Emmons Avenue. The drawings provided were in 11"x17" format. **Conditional approval is recommended.** Please address the Harrison Avenue Parking Lot item #1 on future construction documents.

General:

1. Accessible parking: All accessible parking spaces shall be a Universal Barrier Free Design to allow van access in any accessible parking space per the City Ordinance, Section 138-11.300. Universal barrier free spaces shall be 18 feet in depth, 11 feet in width with a 5-foot access aisle. The maximum slope, including cross slope, shall not exceed 2%.
2. All accessible parking spaces shall be provided with identification per ICC A117.1-2009, Section 502.7.

Harrison Avenue Parking Lot:

1. The number of accessible parking spaces shown shall be based on the City of Rochester Hills' Zoning Ordinance, Section 138-11.300, Table 16. Four (4) accessible spaces are proposed and five (5) spaces are required.

If there are any questions, please call the Building Department at 248-656-4615. Office hours are 8 a.m. to 4:30 p.m. Monday through Friday.



JRB

DPS/Engineering  
Allan E. Schneck, P.E., Director

From: Jason Boughton, AC, Engineering Utilities Specialist  
To: Kristen Kapelanski, AICP, Manager of Planning  
Date: March 28, 2019  
Re: Auburn Road Parking Lots, City File #E16-015, Section #25  
Site Plan Review #1

Engineering Services has reviewed the site plan received by the Department of Public Services on March 15, 2019 for the above referenced project. Engineering Services **does** recommend site plan approval with the following comments:

**General**

1. The city file number #E16-015 and section number 25 needs to be added in the lower right hand corner of all plan sheets.

**Storm Sewer**

1. Provide more detail for the dry catch basins being shown on page 8 and proposed on page 60.
2. An Oakland County Water Resources Commissions permit will be necessary for the storm sewer connection at Eastern Avenue on page 59. The existing storm sewer that is being connected for the Emmons parking lot is owned and maintained by the City of Rochester Hills.

**Traffic/Pathway/Sidewalk**

1. A CITY right-of-way use permit is required prior to the commencement of construction.
2. The cross-walk pavement markings located within the alley are not per CITY standards, i.e. 6 inch wide WHITE Thermoplastic.

**Legal Description/Easements**

1. No legal descriptions to review.
2. All permanent easements have already been obtained and recorded.
3. Recommend combining four parcels of the Harrison parking lot into one. Land combination will be done through the Assessing Department.
4. House address north of Harrison parking lot looks to be 2829 Harrison, not 2832.
5. Please label applicable benchmarks and traverse points on plans.

The applicant will need to submit a Land Improvement Permit (LIP) application with engineer's estimate, fee and construction plans to get the construction plan review process started.

JRB/md

c: Allan E. Schneck, P.E., Director; DPS  
Tracey Balint, P.E., Public Utilities Engineering Mgr.; DPS  
Paul G. Shumejko, P.E., PTOE, Transportation Eng. Mgr.; DPS  
File

Paul Davis, P.E. City Engineer/Deputy Director; DPS  
Scott Windingland, Engineering Aide; DPS  
Keith Depp, Project Engineer; DPS



**FIRE DEPARTMENT**

Sean Canto

Chief of Fire and Emergency Services

From: William A. Cooke, Assistant Chief / Fire Marshal  
To: Planning Department  
Date: March 29, 2019  
Re: Auburn Rd. Parking Lots

**SITE PLAN REVIEW**

**FILE NO: 19-013**

**REVIEW NO: 1**

**APPROVED     X**

**DISAPPROVED \_\_\_\_\_**

The Fire Department recommends approval of the above reference site plan contingent upon the following conditions being met:

1. Please verify the fire apparatus access road (alley) south of each proposed parking lot are provided with an unobstructed width of not less than 20 feet. Provide dimensions on the site plan.  
*International Fire Code – 2006, Section 503.2*

William A. Cooke  
Assistant Chief / Fire Marshal



**PARKS & NATURAL RESOURCES DEPARTMENT**  
Ken Elwert, CPRE, Director

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To: Kristen Kapelanski, Planning Manager  
From: Matt Einheuser, Natural Resources Manager  
Date: March 20, 2019  
Re: Auburn Rd Parking Lots – Review #1  
File #19-013

Sheet 144 - Proposed tree (RP OA) on West side of Parking lot, just north of entrance to Harrison Rd. should be moved further away from light pole if possible to minimize future issues.

Sheet 144 – Proposed plantings in southern-most and northern-most islands have very limited space, due to the limited width of the islands. Consider making islands wider if possible for healthier/bigger trees.

Sheet 144 – Consider moving 3 Exclamation London Planetrees (East of the Home shown on drawing) so that they are more centered in “tree Lawn” between proposed fencing location and parking lot

Sheet 77 – Consider reducing the group of 3 Black Gum Trees (18” spacing) to only 2 Black Gums with a larger spacing for these larger growing shade trees.

Copy: Maureen Gentry, Economic Development Assistant

ME/MJP



**WRC**  
**WATER RESOURCES COMMISSIONER**  
*Jim Nash*

March 27, 2018

Kristen Kapelanski  
City of Rochester Hills  
1000 Rochester Hills Drive  
Rochester Hills, MI 48309

Reference: **Auburn Road Parking Lots, CAMS #201900196**  
**Part of the SE ¼ of Section 25, City of Rochester Hills**

Dear Ms. Kapelanski,

This office has received one set of plans for the Auburn Road Parking Lots Project to be developed in the Southeast ¼ of Section 25, City of Rochester Hills.

Our stormwater system review indicates that the proposed project may have an involvement with the Varner Relief and Ireland Drains, which are legally established County Drains under the jurisdiction of this office. Therefore, a storm drain permit may be required. Please email a completed drain application and a set of plans to [wrcplanreview@oakgov.com](mailto:wrcplanreview@oakgov.com). The \$250 check for the review fee can be mailed separately to this office.

The water system is operated and maintained by the City of Rochester Hills and plans must be submitted to the City of Rochester Hills for review.

The sanitary sewer is within the Clinton Oakland Sewage Disposal System. Any proposed sewers of 8" or larger may require a permit through this office.

Any related earth disruption must conform to applicable requirements of Part 91, Soil Erosion and Sedimentation Control of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994. Applications should be submitted to our office for the required soil erosion permit.

Please note that all applicable permits and approvals from federal, state or local authorities, public utilities and private property owners must be obtained.

If there are any questions regarding this matter, please contact Dan Butkus at 248-858-2089.

Sincerely,



Glenn R. Appel, P.E.  
Chief Engineer

GRAD/DFB

