



Planning and Economic Development  
Ed Anzek, AICP, Director

From: Sara Roediger, AICP  
 Date: 9/9/2016  
 Re: **Holy Family Recreation Field (City File #16-011)**  
**Preliminary/Final Site Plan - Planning Review #2**

The applicant is proposing to clear and grade 4.87 acres of land located south of the Holy Family Regional School for the purposes of using as recreational fields. Improvements such as building, structures, parking, etc.. on the property are not planned at this time. The project was reviewed for conformance with the City of Rochester Hills Zoning Ordinance. While the site plan could be approved administratively because there is not construction of any structures, because the proposed plan will increase activity at this site and will require the issuance of a tree removal permit, this item will be reviewed and approved by the Planning Commission in accordance with *Section 138-2.200*. The comments below and in other review letters are minor in nature and can be addressed following this item being forwarded to the Planning Commission for consideration.

1. **Zoning and Use** (*Section 138-4.300*). The site is zoned R-4 One Family Residential District, which permits private schools and their accessory uses customarily incidental to the permitted use as permitted uses.
2. **Site Layout** (*Section 138-5.100-101*). The proposed project does not propose any buildings or structures on the site. However in the future all structures, including seating, goals, etc.. are to be located in accordance with the below requirements.

Requirement	Proposed	Staff Comments
<b>Max. Height</b> 2 stories/30 ft.	Not applicable	For future planning purposes
<b>Min. Front Setback</b> 25 ft.		
<b>Min. Side Setback</b> 10 ft./10 ft.		
<b>Min. Rear Setback</b> 35 ft.		

3. **Exterior Lighting** (*Section 138-10.200-204*). Exterior lighting is not proposed at this time. In the future, if any lighting is proposed, a photometric plan showing the location and intensity of exterior lighting for any new lighting is required.
4. **Dumpster Enclosure** (*Section 138-10.311*). The applicant has indicated that any trash would be temporary for special events and will be accommodated with the school's existing facilities. The same is true for restroom facilities.
5. **Parking and Access** (*Section 138-11.100-308*). At this time improvements to the site are not proposed and the users will utilize the school's existing parking lots which contain over 450 spaces. The applicant has indicated that events will be scheduled to avoid parking conflicts with school and church events. **Parking needs to be provided on the same lot as the use it is serving, unless a shared parking agreement is provided in accordance with *Section 138-11.201*, so the applicant needs to either combine the lots or provide the required shared parking agreement.**

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6. **Natural Features.** In addition to the comments below, refer to the review letters from Engineering and Forestry Departments that may pertain to natural features protection.
- a. **Environmental Impact Statement (EIS)** (*Section 138-2.204.G*) An EIS consistent with ordinance regulations has been submitted.
  - b. **Tree Removal** (*Section 126 Natural Resources, Article III Tree Conservation*). The site is subject to the city's tree conservation ordinance, and so any healthy tree greater than 6" in caliper that will be removed must be replaced with one tree credit. Trees that are dead or in poor condition need not be replaced. The removal of any regulated tree requires the approval of a tree removal permit and associated tree replacement credits, in the form of additional plantings as regulated in the Tree Conservation Ordinance or a payment of \$205.50 per credit into the City's tree fund. 189 regulated trees will be removed, which are proposed to be replaced on-site through 22 3" deciduous and 72 10 ft. evergreen trees (at 2 credits each) for 188 credits. **One additional tree needs to be added to meet the replacement credits. The total cost of the landscaping proposed needs to be included on the plans for landscape bond purposes.** Note that the replacement trees have been located near the southern and eastern property lines abutting residential lots to serve as a buffer between the properties.
  - c. **Wetlands** (*Section 126 Natural Resources, Article IV Wetland and Watercourse Protection*). Per the May 17, 2016 Wetland and Watercourse Boundary Determination completed by ASTI, the site does not contain any regulated wetlands.
  - d. **Natural Features Setback** (*Section 138-9 Chapter 1*). The site does not contain any required natural features setbacks.
  - e. **Steep Slopes** (*Section 138-9 Chapter 2*). The site does not contain any regulated steep slopes.



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M I C H I G A N

From: Nancy McLaughlin  
To: Ed Anzek  
Date: 09/06/16  
Re: File No.: 16-011 Escrow #287.241  
Project: Holy Family School Recreation Field Review #2  
Parcel No: 70-15-25-302-007  
Applicant: Holy Family Regional Schools

No comment.



Parks & Forestry

Ken Elwert

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To: Sara Roediger  
From: Gerald Lee  
Date: July 18, 2016  
Re: Holy Family School Recreation Field  
Review #1  
File No. 16.011

Tree Inventory, Sheets SP04-SP05

This site is regulated by the Tree Conservation Ordinance.

All trees that are 6" diameter at 45' above the ground, and alive, are regulated.

GL/cf

cc: S. DiSipio, Planning Assistant



BUILDING DEPARTMENT  
Scott Cope

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From: Craig McEwen, Building Inspector/Plan Reviewer *CPN*  
To: Sara Roediger, Planning Department  
Date: June 29, 2016  
Re: Holy Family School Recreation Field  
Sidwell: 15-25-302-007  
City File: 16-011

The site plan review for the above reference project was based on the following drawings and information submitted:

Sheets: SP01 thru SP05

Approval recommended.

Building Permits will be required for removal of all building structures.

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.



**FIRE DEPARTMENT**

Sean Canto

Chief of Fire and Emergency Services

From: James L. Bradford, Lieutenant/Inspector  
To: Planning Department  
Date: September 6, 2016  
Re: Holy Family School Recreation Field

**SITE PLAN REVIEW**

**FILE NO: 16-011**

**REVIEW NO: 2**

**APPROVED   X**

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

Lt. James L. Bradford  
Fire Inspector



CITY OF ROCHESTER HILLS  
1000 Rochester Hills Drive  
Rochester Hills, MI 48309

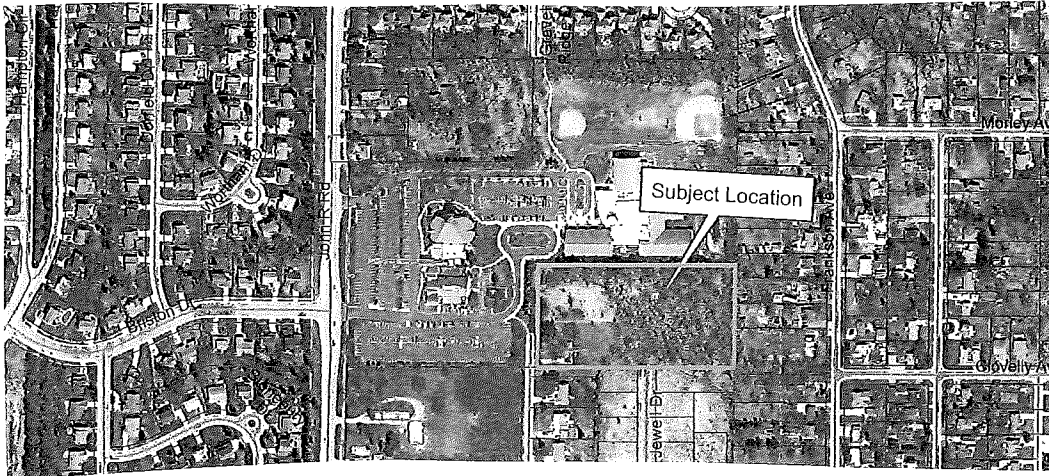
PUBLIC NOTICE

ROCHESTER HILLS PLANNING COMMISSION

**REQUEST:** Pursuant to the Tree Conservation Ordinance, Chapter 126, Article III, of the Code of Ordinances of the City of Rochester Hills, Oakland County, Michigan, a minimum of seven days' notice is hereby given to all adjacent property owners regarding the request for a Tree Removal Permit for the removal and replacement of as many as 189 regulated trees associated with clearing and grading 4.87 acres for a recreation field at the school. The property is identified as Parcel No 15-25-302-007 (City File No. 16-011).

**LOCATION:** East side of John R, between Hamlin and Auburn Roads

**APPLICANT:** Tony Gallo  
Holy Family Regional Schools  
2633 John R  
Rochester Hills, MI 48307



**DATE OF MEETING:** Tuesday, September 20, 2016 at 7:00 p.m.

**LOCATION OF MEETING:** City of Rochester Hills Municipal Offices  
1000 Rochester Hills Drive  
Rochester Hills, Michigan 48309

The application and plans related to the Tree Removal Permit are available for public inspection at the City Planning Department during regular business hours of 8:00 a.m. to 5:00 p.m. Monday through Friday or by calling (248) 656-4660.

Deborah Brnabic, Chairperson  
Rochester Hills Planning Commission

**NOTE:** Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is invited to contact the Facilities Division (656-4673) 48 hours prior to the meeting. Our staff will be pleased to make the necessary arrangements.  
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