



# Department of Planning and Economic Development

Staff Report to the Planning Commission    September 16, 2016

<b>Holy Family Schools Recreation Area</b>	
<b>REQUEST</b>	Tree Removal Permit Site Plan Approval
<b>APPLICANT</b>	Holy Family Regional Schools 2633 John R Rd. Rochester Hills, MI 48307
<b>AGENT</b>	Tony Gallo
<b>LOCATION</b>	East side of John R, between Hamlin and Auburn Roads
<b>FILE NO.</b>	16-011
<b>PARCEL NO.</b>	15-25-302-007
<b>ZONING</b>	R-4 One Family Residential
<b>STAFF</b>	Sara Roediger, AICP, Manager of Planning

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## **Summary**

The applicant is proposing to clear and grade approximately five acres of land located south of the Holy Family Regional School on John R south of Hamlin for a recreational area/field(s). An existing home will be demolished, but there are no other structures planned for the site at this time. The request is fairly straightforward and normally would be an administrative approval; however, the clearing will require a Tree Removal Permit approval from the Planning Commission and associated site plan review.

### ***Adjacent Land Uses and Zoning***

The site is zoned R-4 One Family Residential which permits the intended accessory use, and it is surrounded by residential zoning developed with homes with the school and church located to the north and west. The site is master planned residential.

## Site Plan Review Considerations

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1. **Site Layout.** As mentioned, no buildings or structures are proposed at this time. If, in the future, building(s), structures, exterior lighting etc.. are proposed, a revised plan will have to be submitted. A woodchip pathway is being proposed to connect the recreation area to the adjacent school for use of the bathroom facilities.
2. **Parking/Access.** The existing parking lots to the north and west at the school and church will be for parking and access. The site has 457 spaces and activities planned for the recreation area will be done to avoid overlapping uses and inhibiting parking. 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.
3. **Tree Removal.** The Tree Conservation Ordinance applies to this development. There are 243 regulated trees on site and 189 are proposed to 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.
4. **Natural Features.** The site does not contain any wetlands or natural features, as confirmed in the letter from ASTI Environmental dated May 17, 2016.
5. **Other Reviews.** The plans have received a conditional recommendation of approval from the City's engineering, fire and building departments subject to conditions identified in their applicable review letters which may be handled prior to final plan and construction plan approval. Please refer to the appropriate attached reviews.

## Site Plan Summary

As part of the technical review for this project, the plans and supplemental documentation have been reviewed by all applicable city departments and consultants. Based on the review comments included in this report or contained within the enclosed information, and if the Planning Commission agrees the recreational fields will be harmonious and compatible in appearance with the existing development, staff recommends approval of the following motions relative to City File No. 16-011 (Holy Family Schools Recreation Area).

## Motion to Approve a Tree Removal Permit

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**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_, in the matter of City File No. 16-011 (Holy Family Schools Recreation Area), the Planning Commission grants a Tree Removal Permit, based on plans dated received by the Planning Department on August 30, 2016, with the following findings and subject to the following conditions.

### Findings

1. The proposed removal and replacement of regulated trees is in conformance with the Tree Conservation Ordinance.
2. The applicant is proposing to replace 189 regulated trees with 189 tree credits on site.

### Conditions

1. Tree protective and silt fencing, as reviewed and approved by the City staff, shall be installed prior to issuance of the Land Improvement Permit.
2. Should the applicant not be able to meet the tree replacement requirements on site the balance shall be paid into the City's Tree Fund.

## Motion to Approve Site Plan

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**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_, in the matter of City File No. 16-011 (Holy Family Schools Recreation Area), the Planning Commission **approves** the **Site Plan**, based on plans dated received by the Planning Department on August 30, 2016, with the following findings and subject to the following conditions.

### Findings

1. The site plan and supporting documents demonstrate that all applicable requirements of the Zoning Ordinance, as well as other City Ordinances, standards, and requirements, can be met subject to the conditions noted below.
2. The proposed project will be accessed from John R, thereby promoting safety and convenience of vehicular traffic both within the site and on adjoining streets. Paths have been incorporated to promote safety and convenience of pedestrian traffic.
3. Off-street parking areas have been designed to avoid common traffic problems and promote safety for the school visitors.
4. The proposed improvements should have a satisfactory and harmonious relationship with the development on-site as well as existing development in the adjacent vicinity.
5. The proposed development will not have an unreasonably detrimental or injurious effect upon the natural characteristics and features of the site or those of the surrounding area.

### Conditions

1. A shared parking agreement is provided in accordance with *Section 138-11.201* unless the lot is combined with the school and church site north and west of the site.
2. Provide a landscape cost estimate for replacement trees and irrigation, plus inspection fees, as adjusted as necessary by staff, prior to temporary grade certification being issued by Engineering.
3. Address all applicable comments from other City departments and outside agency review letters, prior to final approval by staff.

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Reference: Plans dated received by the Planning Department August 30, 2016 (*Site Plan & Grading Sheet, Sheet SPO1; Topographic Survey, Sheet SPO2; Tree Survey & Demolition Plan, Sheet SPO3; Tree Inventory, Sheet SPO4; Tree Inventory, Sheet SPO5, prepared by Giffels Webster Engineers.*

Attachments: Assessing Department memo dated 9/6/16; Building Department memo dated 6/29/16; Fire Department memo dated 9/6/16; Parks and Forestry memo dated 7/18/16; DPS/Engineering memo dated **8/4/16**; Planning Department Memo dated **8/11/16**; ASTI Environmental Letter dated 5/17/16; EIS received 6/27/16 and Tree Removal Notice.

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