



Planning and Economic Development

Sara Roediger, AICP, Director

From: Kristen Kapelanski, AICP
Date: 11/4/2020
Re: **Cambridge Knoll (City File #19-033)**
Final Site Condominium Plan - Planning Review #1

The applicant is proposing to construct a 16-unit detached condominium on 4.72 acres on the north side of Avon Road, east of Rochester Road. The project was reviewed for conformance with the City of Rochester Hills Zoning Ordinance. The comments below and in other review letters are minor in nature and can be incorporated into a final site plan submittal for review by staff after review by the Planning Commission.

1. This project has received Preliminary Site Condominium Plan approval from City Council on September 14, 2020, following a recommendation for approval by the Planning Commission on August 18, 2020 with the following findings and conditions; applicable comments from staff are italicized. The Tree Removal Permit was approved by the Planning Commission on August 18, 2020.

Findings:

- The site condo 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.
- The proposed project will be accessed from Avon, thereby promoting safety and convenience of vehicular traffic both within the site and on adjoining streets. Sidewalks have been incorporated to promote safety and the convenience of pedestrian traffic.
- The Planning Commission waives the MR requirements of ten acres, finding that the proposed development is in keeping with the standards of Section 138-2.302.
- Adequate utilities are available to the site.
- The preliminary plan represents a reasonable street and lot layout and orientation.
- The proposed improvements should have a satisfactory and harmonious relationship with the development on-site as well as existing development in the adjacent vicinity.
- 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

- Address all applicable comments from other City departments and outside agency review letters, prior to final approval by staff. *Plans are in compliance per this and other review letters.*
- Provide a landscape performance bond for replacement trees and landscaping in the amount of \$81,072 plus inspection fees, as adjusted as necessary by staff prior to issuance of a Land Improvement Permit by Engineering. *To be addressed as part of the Land Improvement Permit process.*
- Payment into the City's Tree Fund of \$9,320.25 for replacement trees, prior to issuance of a Land Improvement Permit by Engineering. *To be addressed as part of the Land Improvement Permit process.*
- Submittal of By-Laws and Master Deed for the condominium association along with submittal of Final Preliminary Site Condo Plans. *To be addressed as part of the Land Improvement Permit process.*
- Developer shall work with the neighbors on Avon to develop a screening plan with evergreen trees, as approved by staff prior to final approval. *The applicant has met and spoken with the residents on the opposite side of Avon several times. Screening with two rows of large evergreens is proposed for the property opposite the proposed development.*

- Provide a screening plan for Arsenal Ct. to supply evergreen trees in place of deciduous trees for more screening for neighbors, prior to final approval by staff. *Deciduous trees proposed along this property line have been replaced with evergreens and the proposed evergreens have been more closely spaced to provide better screening.*
- Per the meeting minutes, work with staff to review the landscape plan and compare it with the concept plan for discrepancies with the number of evergreen trees and update it prior to final approval by staff. *A chart showing the required trees, replacement trees proposed and existing trees has been added to the plans to correct this discrepancy.*

2. **Condominium Review Process** (Section 122-366-368). The condominium review process consists of a two-step process as follows:

- Step One: Preliminary Plan.** The preliminary plan is intended to depict existing site conditions, proposed use, layout of streets and lots, location of site improvements, buildings, utilities, and open space including an environmental impact statement to document the information required in the subdivisions ordinance for tentative approval of a preliminary subdivision plat. This step requires a Planning Commission recommendation to City Council followed by review by the City Council.
- Step Two: Final Plan.** The second step in the process is to develop final site plans based on the approved preliminary plan and to submit the Master Deed and evidence of all state and county agency approvals. This step requires a Planning Commission recommendation to City Council followed by review by the City Council.

Compliance Criteria. Section 122-155(b) sets forth the criteria that a preliminary condominium plan must meet. Each of the criterion are listed below, followed by staff comments in italics on the proposed project’s compliance with each.

- Applicable sections and regulations of this Code. *In compliance; refer to the comments in this and other review letters pertaining to compliance with applicable ordinance requirements.*
- Availability and adequacy of utilities. *Refer to the comments from the DPS/Engineering Department and the Fire Department for any utility items to be corrected/addressed on the plan set.*
- An acceptable comprehensive development plan. *In compliance, the final plan appears to represent an acceptable comprehensive development plan that is consistent with zoning.*
- A reasonable street and lot layout and orientation. *In compliance, the final plan represents a reasonable street and lot layout.*
- An environmental plan showing no substantially harmful effects. *In compliance, an Environmental Impact Statement (EIS) meeting ordinance requirements has been submitted.*

3. **Zoning and Use** (Section 138-4.300). The site is zoned R-3 One Family Residential District Residential with MR Mixed Residential Overlay; the applicant is proposing to develop the site under the MR Overlay provisions. Refer to the table below for the zoning and existing and future land use designations for the proposed site and surrounding parcels.

	Zoning	Existing Land Use	Future Land Use
Proposed Site	R-3 One Family Residential w/ MR Mixed Residential Overlay	Single family homes	Residential 4
North	R-3 One Family Residential	Single family homes	Residential 4
South (across Avon Road)	R-3 One Family Residential w/ MR Mixed Residential Overlay	Single family homes	Residential 4
East	R-3 One Family Residential	Single family homes	Residential 4
West	R-3 One Family Residential w/ MR Mixed Residential Overlay	Korean First Baptist Church	Residential 4

4. **Site Layout and Access** (Section 138-5.100-101 and 138-5.200). Refer to the table below as it relates to the area, setback, and building requirements of the MR Overlay.

Requirement	Proposed	Staff Comments
Parcel Area 10 acres	4.72 acres	Not in compliance – waived by the Planning Commission
Density 3.45 units/acre	3.39 units/acre	In compliance

Requirement	Proposed	Staff Comments
Max. Height 2.5 stories/30 ft.	30 ft.	Height of individual structures evaluated at time of building permit submittal
Min. Perimeter Front Setback 20 ft.	30 ft.	In compliance
Min. Perimeter Side Setback 15 ft.	20 ft.	In compliance
Min. Perimeter Rear Setback 60 ft.	60 ft.	In compliance
Min. Interior Front Setback 20 ft.	25 ft.	In compliance
Min. Interior Side Setback (each/total) 5 ft./15 ft.	15 ft./30 ft.	In compliance
Min. Interior Rear Setback 35 ft.	NA	NA
Open Space 5% (10,280 sq. ft.) of gross area developed as active open space	16,706 sq. ft. including paved pathway with exercise stations	In compliance
Garages Min. 1 car garage/unit – no more than 25% of garage doors located at or in the front of the front building wall – all others located at least 10 ft. behind front building wall or side or rear entry	Floor plans and elevations previously provided	In compliance
Entrances/Porches Primary entrance feature required – unclosed front porches 80 sq. ft. or greater		
Design Features Min. of three of the following: dormers, gables, recessed entries, unenclosed front porches, architectural pillars, bay windows		

- a. The Planning Commission may modify this requirement if another standard is more reasonable due to existing site or neighborhood conditions or because the site cannot physically comply with one or more of the requirements.

5. **Natural Features.** In addition to the comments below, refer to the review letters from the Engineering, ASTI and Forestry Departments that pertain to natural features protection.
 - a. **Environmental Impact Statement (EIS)** (*Section 138-2.204.G*) An EIS has been submitted that meets ordinance requirements.
 - b. **Wetlands** (*Section 126 Natural Resources, Article IV Wetland and Watercourse Protection*). The site does not contain regulated wetlands.
 - c. **Natural Features Setback** (*Section 138-9 Chapter 1*). The site does not contain regulated wetlands or natural features setback areas.
 - d. **Steep Slopes** (*Section 138-9 Chapter 2*). The site does not contain any regulated steep slopes.
 - e. **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 \$216.75 per credit into the City’s tree fund. Single-family developments required the preservation of a minimum of 37% of the regulated trees on site. A tree preservation plan has been included indicating 82 regulated trees, 30 of which must be preserved. The applicant has proposed removal of 50 trees and preservation of 32 trees. Required replacement trees will be paid into the tree fund. This site falls under the previous iteration of the Tree Preservation Ordinance since it was submitted prior to the adopted ordinance updates.

6. **Landscaping** (*Section 138-12.100-308 and Section 122-304(7)*). Refer to the table below as it relates to the landscape requirements for this project.

Requirement	Proposed	Staff Comments
Right of Way (Avon: 287 ft.) 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 8 deciduous + 5 ornamental	9 deciduous (4 existing) 5 ornamental	In compliance
Type B Buffer east property line (700 ft.) 10 ft. + 2 deciduous per 100 ft. + 1.5 ornamental per 100 ft. + 2 evergreen per 100 ft. + 4 shrubs per 100 ft. = 14 deciduous + 11 ornamental + 14 evergreen + 28 shrubs	15 ft. 11 deciduous (1 existing) 19 evergreen 11 ornamental 28 shrubs	In compliance – Ratio of deciduous to evergreen trees adjusted per Planning Commission/City Council condition
Type B Buffer north property line (275 ft.) 10 ft. + 2 deciduous per 100 ft. + 1.5 ornamental per 100 ft. + 2 evergreen per 100 ft. + 4 shrubs per 100 ft. = 6 deciduous + 6 evergreen + 4 ornamental + 11 shrubs	60 ft. 2 deciduous (1 existing) 8 evergreen (2 existing) 5 ornamental 11 shrubs	In compliance – Ratio of deciduous to evergreen trees adjusted per Planning Commission/City Council condition
Type B Buffer west property line (700 ft.) 10 ft. + 2 deciduous per 100 ft. + 1.5 ornamental per 100 ft. + 2 evergreen per 100 ft. + 4 shrubs per 100 ft. = 14 deciduous + 14 evergreen + 11 ornamental + 28 shrubs	15 ft. 16 deciduous (existing) 15 evergreen (11 existing) 11 ornamental 28 shrubs	In compliance
Stormwater (600 ft.) 6 ft. width + 1.5 deciduous + 1 evergreen + 4 shrubs per 100 ft. = 9 deciduous + 6 evergreen + 24 shrubs Basins shall be designed to avoid the need to perimeter fencing.	10 ft. 9 deciduous 6 evergreen 24 shrubs	In compliance

- a. A landscape planting schedule has been provided that includes the size of all proposed landscaping. A unit cost estimate and total landscaping cost summary including irrigation has been provided for landscape bond purposes.
 - b. If required trees cannot fit be planted due to infrastructure conflicts, a payment in lieu of may be made to the City's tree fund at a rate of \$216.75 per tree.
 - c. All landscape areas must be irrigated. This has been noted on the landscape plan. A note specifying that watering will only occur between the hours of 12am and 5am has been included on the plans.
 - d. Site maintenance notes listed in *Section 138-12.109* have been included on the plans.
 - e. A note stating "Prior to the release of the performance bond, the City of Rochester Hills must inspect all landscape plantings." has been included on the plans.
7. **Architectural Design** (*Architectural Design Standards*). Renderings of the proposed building have been provided that appear to be in compliance with the Architectural Design Guidelines. **Scaled elevations and floor plans should be provided prior to the Planning Commission matching previously included elevations as part of the Preliminary Site Condo package.** Individual homes must be designed to meet the intent of the Architectural Design Standards and will be reviewed under a separate permit issued by the Building Department.
 8. **Entranceway Landscaping and Signs.** (*Section 138-12.306 and Chapter 134*). A note has been included on the plans that states that all signs must meet the requirements of the City and be approved under separate permits issued by the Building Department.



PARKS & NATURAL RESOURCES DEPARTMENT

Ken Elwert, CPRE, Director

To: Kristen Kapelanski, Planning Manager
From: Matt Einheuser, Natural Resources Manager
Date: October 14, 2020
Re: Cambridge Knoll Condominiums - Review #1 FSCP
File #19-033

Approve; No further comments at this time

Copy: Maureen Gentry, Economic Development Assistant

ME/ms



JRB

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

From: Jason Boughton, AC, Engineering Utilities Specialist
To: Kristen Kapelanski, AICP, Planning Manager
Date: October 19, 2020
Re: Cambridge Knoll Condominiums, City File #19-033, Section 14
Site Plan Review #5

Approved

Engineering Services has reviewed the site plan received by the Department of Public Services on October 14, 2020, for the above referenced project. Engineering Services **does** recommend site plan approval with no comments. All comments from site plan review #4, dated July 28th 2020, have been addressed.

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

JB/kc

c: Allan E. Schneck, P.E., Director; DPS
Paul Davis, P.E. City Engineer/Deputy Director; DPS
Tracey Balint, P.E., Public Utilities Engineering Mgr.; DPS
Paul G. Shumejko, P.E., PTOE, Transportation Eng. Mgr.; DPS
Keith Depp, Project Engineer; DPS
Jenny McGuckin, Right of Way/Survey Technician
Andrew Burdett, DPS Aide; DPS
File

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ASSESSING DEPARTMENT
Laurie A Taylor, Director

From: Laurie Taylor
To: Sara Roediger
Date: October 21, 2020
Re: Project: Cambridge Knoll Condominiums Review #1 FSCP
Parcel No: 70-15-14-351-020 & -058
File No.: 19-033 BESC19-0031
Applicant: Jim Polyzois

No comment.



FIRE DEPARTMENT

Sean Canto
Chief of Fire and Emergency Services

From: Joshua Boyce / Lt. Fire Inspector
To: Planning Department
Date: October 30, 2020
Re: Cambridge Knoll Condominiums

SITE PLAN REVIEW

FILE NO: 19-033

REVIEW NO: 5

APPROVED X

DISAPPROVED _____

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

1. Provide documentation, including calculations that a flow of 1000 GPM can be provided.
IFC 2006 508.4
 - Fire flow data can be obtained by contacting the Rochester Hills Building Department at (248) 656-4640.

Joshua Boyce
Lt. Fire Inspector
Rochester Hills Fire Department



BUILDING DEPARTMENT
Scott Cope

From: Mark Artinian, Building Inspector/Plan Reviewer
To: Kristen Kapelanski, Planning Department
Date: November 4, 2020
Re: Cambridge Knoll Condominiums – Final Site Plan Review
Avon Rd and Hadley Rd
Sidwell: 15-14-351-058 & 15-14-351-020
City File: 19-033

The Building Department has reviewed the final site plan approval documents received October 14, 2020 for the above referenced project. Our review was based on the City of Rochester Hills Zoning Ordinance, and the 2015 Michigan Residential Code unless otherwise noted.
Approval is **recommended**.

Should the applicant have any questions or require addition information they can call the Building Department at 248-656-4615.