

2/10/95

**CITY OF ROCHESTER HILLS  
CITY COUNCIL  
ROAD IMPROVEMENT GUIDELINES**

**1. PAVED ROADS**

It is the intent of the City to maintain existing paved local roads as paved streets. The City will also encourage residents to pave the remaining local gravel roads. This policy will reduce costs of road maintenance and improve the aesthetics within the community.

**2. CITY SHARE PERCENTAGE OF PAVING GRAVEL ROADS**

The City of Rochester Hills will participate in Special Assessment Paving Projects to a maximum of ten percent (10%) of the total project costs. The total project cost shall include that drainage which is specifically required to move water away from and preserve the roadbed. This could include swales along the roadway, enclosed drains, catch basins and manholes. It is the intent of the City to fund and provide that drainage required to move water to retention and/or major drains for general area drainage, and this cost shall not be part of the total project cost. The City staff will provide cost estimates and general recommendations to City Council for general area drainage as it affects each specific paving project.

**3. CITY TO SHARE PERCENTAGE OF RE-PAVING ROADWAYS**

The City of Rochester Hills will participate in a Special Assessment Paving Project to a maximum of forty percent (40%).

**4. SCOPE OF RE-PAVING ROADWAYS**

As many subdivision roads have existed in their present form over many years, the Engineering Department will be responsible for determining what work is necessary to extend or restore the life of a previously paved local road to approximately fifteen years (15). This would in many cases require a section by section approach where overlays, ditching, sub-surface replacement, etc. would be used in combination as required to restore a roadway.

**5. WATER AND/OR SEWER INSTALLATION PRIOR TO PAVING IMPROVEMENT**

If recommended by the Department of Public Services and determined to be in the best interests of the residents and city, the City Council may require the installation of water and/or sanitary sewer prior to the actual paving improvement.

**6. CITIZEN INITIATIVE PETITIONS**

The City Council encourages citizens' initiative pursuant to the Special Assessment District Ordinance, Chapter 6-12 of the Code of Ordinances, to improve and upgrade their local roads.

**7. DISTRIBUTION OF ROAD FUNDS**

The City of Rochester Hills will fairly distribute available funds for all roads over which the City has jurisdiction.

**8. SPECIAL ASSESSMENT (PAVING) TERMS**

Special assessments for paved road improvement will be spread for a term not to exceed fifteen (15) years, equal to the length of bonds (if any) issued to finance such assessment, and at one percentage point (1%) above either the rate of interest payable upon such bonds or the prevailing bond market interest rates, as applicable.

**9. METHOD OF SPREADING ASSESSMENTS**

Special assessments will be spread in accordance with the Declining Rate Benefit Ratio Method.

**10. PRIORITY OF PROJECTS**

Special assessment projects generally will be taken in order with the filing date of valid and sufficient petition, pursuant to the ordinances, governing the order of projects.

**11. INITIAL CITY COUNCIL ACTION**

The City Council will take initial action upon petitions within thirty (30) calendar days of their delivery to the Clerk's office by the circulators.

**12. PETITION EXPIRATION**

Petitions which are not returned to the Clerk's office within six (6) months of the date they were taken out by the circulators will not be considered.

**13. PUBLIC INFORMATION MEETING**

The City will have a public information meeting for the Petitioners to detail the project. This meeting will be held after the pre-preliminary estimates, but before the detailed engineering estimates.

**14. BOND ISSUE**

Each year, as often as required, the City will seek to sell a bond issue whose proceeds will be used to provide up-front funds for Special Assessment District Road Improvements.

15. MAINTENANCE

Each project is to be designed to minimize future maintenance and address public safety, e.g. sight distance, etc.

16. SUBDIVISION-WIDE ROAD IMPROVEMENT PROJECT

In the case of subdivisions, in the first instance all roads within a subdivision should be improved. Succeeding road improvements within the subdivision will be based on need to improve.

17. SOD VS. SEED AND MULCH

Each project shall be reviewed to determine where seed and mulch can be used to reduce costs.

18. PAVEMENT WIDTH

The pavement is to be twenty-two (22) feet wide plus shoulders and swales, along with other measures as needed to minimize impact to the environment and to the residential neighborhood.

19. DITCHES

Any ditch exceeding a three (3) to one (1) slope or twenty-four (24) inches in depth in a Special Assessment District established after February 3, 1993 will be enclosed.

20. TREE REMOVAL

City Council will approve the removal of all trees over six (6) inches in diameter measured three (3) feet from the base.

21. UNUSUAL CONDITIONS OR CIRCUMSTANCES

For unusual conditions, circumstances or situations relating to a proposed paving project, the Department of Public Services Director will review same and submit a recommendation to City Council for final determination and for variation from these guidelines. The City Council reserves the right to vary from these guidelines if it determines that the circumstances require variation in the best interests of the City.

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Council Revised: 10/18/89  
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