



**City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS**

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2009-0235 V3

TO: Mayor and City Council Members

FROM: Ed Anzek, Director of Planning and Development, Ext. 2572

DATE: July 8, 2009

SUBJECT: Request for Adoption of an Extensions Policy for Approved Site Plans, Plats and Site Condo Plans

REQUEST:

That City Council adopts a new Extensions Policy for Approved Site Plans, Subdivision Plats and Site Condo Plans, dated July 1, 2009.

BACKGROUND:

Over the course of several years and due to mainly economic reasons, applicants have been requesting Extensions for approved projects. Currently, Plats, Site Plans and Site Condo Plans are authorized for a period of one-year after City Council or Planning Commission approval, and one-year Extensions can be subsequently granted upon recommendation and/or approval by the Planning Commission and approval by City Council. The only exception is for site plans that may be granted a one-year extension administratively.

Over the last several years, there have been repeated Extension requests – for as many as three or four for the same project. Since the initial approvals, changes have occurred within the City’s regulations, most notably the Engineering Standards have been modified, and those projects have not been reviewed for compliance. Conforming with those standards could ultimately cause a project’s layout, density or design to change. Other items have come up during the course of review, including ownership and financial obligations to the City. Staff and the Planning Commission did not feel an Extension should be granted without an acknowledgement by the applicant that the project would have to conform to the current standards and that all escrows and back taxes, if any, had to be paid and current. It was important to have an Extensions Policy in place to ensure that projects are being evaluated consistently and that applicants are proceeding in good faith and with due diligence. This matter was discussed over the course of several meetings, and a formal Policy was presented and recommended for approval at the July 7, 2009 Planning Commission meeting.

Along with the request, applicants must demonstrate that they are the legal owner of the property or that they can legally represent the owner, and that there is no outstanding indebtedness to the city related to the project; that all taxes are paid and up to date; that any assessment or sewer and water charges are paid; and that applicable escrows are in good standing. If a second Extension has been requested, applicants must submit a letter (template supplied with Policy) demonstrating the above, as well as acknowledging that the site will be brought into conformance with all current City regulations prior to any subsequent approvals. Further, that it might impact the approved plan or may require changes to the site layout, density and design of the existing approval before receiving an Extension.

This Extension Policy is intended to both serve and protect the City and the applicant by putting the applicant on notice as to what will be expected. It was also the collective concern that the Planning Commission and staff work with the applicant to keep their projects in good standing through the difficult economic times.

RECOMMENDATION:

Staff and the Planning Commission recommend that City Council adopt the Extensions Policy for Site Plans, Subdivision Plats and Site Condo Plans dated July 1, 2009.

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
City Council Liaison		