



Planning and Economic Development  
Sara Roediger, AICP, Director

From: Kristen Kapelanski, AICP  
 Date: 7/9/2019  
 Re: **Christenbury (City File #19-014)**  
**Preliminary Site Condominium Plan - Planning Review #2**

The applicant is proposing to construct a 2-unit, single-family site condominium development on 2.4 acres on the south side of Christenbury Court, west of Dequindre Road. The project was reviewed for conformance with the City of Rochester Hills Zoning Ordinance (*Chapter 138*) and One-Family Residential Detached Condominiums Ordinance (*Chapter 122, Article IV*). 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. **Condominium Review Process** (*Section 122-366-368*). The condominium review process consists of a two-step process as follows:
  - a. **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.
  - b. **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.

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

2. **Zoning and Use** (*Section 138-4.300*). The site is zoned RE One Family Residential District Residential which permits one-family detached dwellings as permitted uses. 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
<b>Proposed Site</b>	<b>RE One Family Residential</b>	<b>Vacant</b>	<b>Estate Residential</b>
North	RE One Family Residential	Single family home	Estate Residential
South (City of Rochester)	R-5 One Family Residential	Vacant	Recreation and Open Space

	Zoning	Existing Land Use	Future Land Use
East	RE One Family Residential	Single family home	Estate Residential
West	RE One Family Residential	Single family home	Estate Residential

3. **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 RE district.

Requirement	Proposed	Staff Comments
<b>Min. Lot Width</b> 120 ft.	132 ft.	In compliance
<b>Min. Lot Area</b> 43,560 sq. ft.	1.183 acres	In compliance
<b>Max. Height</b> 2.5 stories/30 ft.	<b>Elevations to be provided as part of building permit review</b>	
<b>Min. Front Setback</b> 40 ft.	Min. 67 ft. (existing)	In compliance
<b>Min. Side Setback</b> (each/total) 15 ft./30 ft.	Min. 34 ft. (existing)	In compliance
<b>Min. Rear Setback</b> 35 ft.	65 ft.	In compliance
<b>Min. Floor Area</b> 1,500 sq. ft.	Min. 4,317 sq. ft.	In compliance
<b>Max. Lot Coverage</b> 25%	<b>Information to be provided</b>	Appears to be in compliance

4. **Natural Features.** In addition to the comments below, refer to the review letters from the Engineering and Forestry Departments that pertain to natural features protection.
- Environmental Impact Statement (EIS)** (Section 138-2.204.G) An EIS that meets ordinance requirements has been submitted.
  - Natural Features Setback** (Section 138-9 Chapter 1). The site does not contain any regulated wetlands.
  - Steep Slopes** (Section 138-9 Chapter 2). The site does not contain any regulated steep slopes.
  - 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. A tree preservation plan has been included indicating the removal of 22 trees. All trees will be replaced on site.
  - Wetlands** (Section 126 Natural Resources, Article IV Wetland and Watercourse Protection). The site does not contain any regulated wetland areas.

5. **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
<b>Street Trees</b> Min. 1 deciduous per lot = 2 deciduous	0 deciduous	<b>A note should be included on the plans indicating the city shall plant street trees in the ROW after construction of the project is complete, the applicant shall pay \$216.75 per lot to account for this planting.</b>

6. **Architectural Design** (Architectural Design Standards). 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.



## ASSESSING DEPARTMENT

Laurie A Taylor, Director

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From: Nancy McLaughlin  
To: Sara Roediger  
Date: 6/24/19  
Re: Project: Christenbury Site Condominium Review #2  
Parcel No: 70-15-01-278-007  
File No.: 19-014 BESC 19-0015  
Applicant: Vitaliano & Monica Terracciano

No comment.



BUILDING DEPARTMENT  
Scott Cope

From: Mark Artinian, R.A. Building Inspector/Plan Reviewer  
To: Kristen Kapelanski, Planning Department  
Date: April 23, 2019  
Re: Christenbury Site Condominium – Site Plan Review #1  
Sidwell: 15-01-278-007  
City File: 19-014

The Building Department has reviewed the site plan documents received April 2, 2019 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 recommended.**

Please address the following items on the building permit documents:

1. Provide an individual residence plot plan for code compliant site drainage at the time of individual building permit application.
  - a. Lots shall be graded to fall away from foundation walls a minimum of 6 inches within the first 10 feet.

**Exception:** Where lot lines, walls, slopes or other physical barriers prohibit 6 inches (152 mm) of fall within 10 feet (3048mm), the final grade shall slope away from the foundation at a minimum slope of 5 percent and the water shall be directed to drains or swales to ensure drainage away from the structure. Swales shall be sloped a minimum of 2 percent when located within 10 feet (3048 mm) of the building foundation. Impervious surfaces within 10 feet (3048 mm) of the building foundation shall be sloped a minimum of 2 percent away from the building. Section R-401.3
  - b. Driveway slopes shall meet the following requirements:
    - i. Approach and driveway: 2% minimum – 10% maximum.
    - ii. Side-entry garage: 2% minimum, 4% maximum.
    - iii. Sidewalk cross-slope (including portion in the driveway approach): 1% minimum, 2% maximum is allowed but a design slope of 1.5% will allow for construction inaccuracies.

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: William A. Cooke, Assistant Chief / Fire Marshal  
To: Planning Department  
Date: April 25, 2019  
Re: Christenbury Site Condominium

SITE PLAN REVIEW

FILE NO: 19-014

REVIEW NO: 1

APPROVED     X    

DISAPPROVED \_\_\_\_\_

The Rochester Hills Fire Department recommends approval of the above noted project as the proposed design meets the fire and life safety requirements of the adopted fire prevention code related to the site only. Thank you for your assistance with this project and if you have any additional questions or comments, please do not hesitate to contact our office.

William A. Cooke  
Assistant Chief / Fire Marshal



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

JRB  
From: Jason Boughton, AC, Engineering Utilities Specialist  
To: Kristen Kapelanski, AICP, Planning Manager  
Date: July 10, 2019  
Re: Christenbury Site Condominium, City File #19-014, Section 1  
Site Plan Review #2

Approved

Engineering Services has reviewed the site plan received by the Department of Public Services on June 21, 2019, for the above referenced project. Engineering Services **does** recommend site plan approval due to the following comments:

Sanitary Sewer

1. An amended inter local agreement with Shelby Township is needed. A letter from Shelby Township stating that they are willing to amend the document needs to be submitted to the City of Rochester Hills prior to approval.

Legal Review

1. Provide a basis of bearing for the development.
2. The legend needs to be updated to have all the symbols shown throughout the site condominium.
3. Set irons are not shown at this time.
4. Show the natural features buffer on the site condominium.
5. Sanitary sewer, water main, updated storm system maintenance agreement, updated private road access agreement, and inter local agreement with Shelby Twp. will all be needed during the construction plan approval phase.
6. Include all adjacent parcel ID's on all sheets.
7. Show all utilities (public and private) servicing the existing homes, 1866 and 1930 Christenbury Court.
8. A land division will need to occur for the site condominium.

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

JRB/md

c: Allan E. Schneck, P.E., Director; DPS  
Tracey Balint, P.E., Public Utilities Engineering Mgr.; DPS  
Jenny McGuckin, Right-of-Way/ Survey Technician; DPS

Paul Davis, P.E. City Engineer/Deputy Director; DPS  
Paul G. Shumejko, P.E., PTOE, Transportation Eng. Mgr.; DPS  
Keith Depp, Project Engineer; DPS

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## PARKS & NATURAL RESOURCES DEPARTMENT

Ken Elwert, CPRE, Director

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To: Kristen Kapelanski, Planning Manager  
From: Matt Einheuser, Natural Resources Manager  
Date: July 3, 2019  
Re: Christenbury Site Condominium: Review #3  
File #19-014

Approved; No comments at this time

Copy: Maureen Gentry, Economic Development Assistant

ME/ms