



## Planning and Economic Development

Sara Roediger, AICP, Director

From: Kristen Kapelanski, AICP  
Date: 10/05/2018  
Re: **Woodland Crossing (City File #17-035)**  
**Final Site Condominium Plan - Planning Review #1**

The applicant is proposing to construct a 15-unit, single-family site condominium development on just over 5 acres on the north side of Auburn Rd. between Gravel Ridge Drive and Frankson Avenue. 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. **Background.** This project has received Preliminary Site Condominium Plan approval from City Council on March 12, 2018, following a recommendation for approval by the Planning Commission on February 20, 2018 with the following findings and conditions, applicable comments from staff are italicized.

#### 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 Auburn, thereby promoting the safety and convenience of vehicular traffic both within the site and adjoining streets. Sidewalks have been incorporated to promote safety and convenience of pedestrian traffic.
3. Adequate utilities are available to the site.
4. The preliminary plan represents a reasonable street and lot layout and orientation.
5. The proposed improvements should have a satisfactory and harmonious relationship with the development on-site as well as existing development in the adjacent vicinity.
6. 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. Address all applicable comments from other City departments and outside agency review letters, prior to final approval by staff. *Must be provided before Final Site Condo Plan approval.*
2. Provide a landscape performance bond for replacement trees and landscaping in the amount of \$47,213, plus inspection fees, as adjusted as necessary by staff, prior to issuance of a Land Improvement Permit by Engineering. *Must be provided before LIP.*
3. Provide an irrigation plan plus cost estimate with Final Plan submittal. *Must be provided before LIP.*
4. Payment of \$3,000 into the City's Tree Fund for one street tree per unit, prior to the issuance of a Land Improvement Permit by Engineering. *Must be provided before LIP.*
5. Submittal of By-Laws and Master Deed for the condominium association along with submittal of Final Preliminary Site Condo Plans. *Must be provided before LIP.*

The Planning Commission also approved a Tree Removal Permit on February 20, 2018 with the following findings and conditions, applicable comments from staff are italicized.

#### Findings:

1. The proposed removal and replacement of regulated trees is in conformance with the Tree Conservation Ordinance.
2. The applicant is proposing to remove 134 regulated trees and replace with 136 tree credits on the 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. *Must be provided before LIP.*
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.

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. *In compliance, see information provided in this review letter.*
- b. Availability and adequacy of utilities. *In compliance, see engineering and fire review letter.*
- c. An acceptable comprehensive development plan. *See comments in this review letter regarding lot size variation.*
- d. A reasonable street and lot layout and orientation. *See comments in this review letter regarding lot size variation.*
- e. An environmental plan showing no substantially harmful effects. *In compliance, an Environmental Impact Statement (EIS) has been submitted that meets ordinance requirements. There are no regulated wetlands or natural features setback impacts for the proposed project.*

2. **Zoning and Use** (Section 138-4.300). The site is zoned R-4 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>Site</b>	<b>R-4 One Family Residential</b>	<b>Single family homes</b>	<b>Residential 3</b>
North	R-4 One Family Residential	Vacant	Residential 3
South	R-3 One Family Residential	Single family homes	Residential 3
East	R-4 One Family Residential	Single family homes	Residential 4
West	R-4 One Family Residential	Single family homes	Residential 3

3. **Site Layout** (Section 138-5.100-104 and 138- 5-200). Refer to the table below as it relates to the area, setback, and building requirements of the R-4 district.

Requirement	Proposed	Staff Comments
<b>Avg. Min. Lot Width</b> ( <i>Lot Size Variation option</i> ) 80 ft., no lot less 72 ft. (10%)	Lot sizes vary from 72 ft. to 75 ft.	In compliance
<b>Avg. Min. Lot Area</b> ( <i>Lot Size Variation option</i> ) 9,600 sq. ft., no lot less 8,640 sq. ft. (10%)	Min. 10,057	In compliance
<b>Max. Density</b> 3.4 dwelling units/acre=17 units	15 units (3.2 units per acre)	In compliance

<b>Max. Height</b> 2.5 stories/30 ft.	2.5 stories/30 ft.	In compliance
<b>Min. Front Setback</b> 25 ft.	25 ft.	In compliance
<b>Min. Side Setback</b> (each/total) 10 ft./20 ft.	10 ft./20 ft.	In compliance
<b>Min. Rear Setback</b> 35 ft.	54 ft. (includes tree preservation area)	In compliance
<b>Min. Floor Area</b> 912 sq. ft.	2,000+ sq. ft.	In compliance
<b>Max. Lot Coverage</b> 30%	30%	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.
- a. **Environmental Impact Statement (EIS)** (*Section 138-2.204.G*) An EIS has been submitted that meets ordinance requirements.
  - b. **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.
    - 1) **Minimum Number of Trees Preserved.** 37% of the total number of regulated trees must be preserved, and 37.5% are proposed to be preserved.
    - 2) **Replacement Trees.** The plans indicate that there are 134 replacement trees required, which are being replaced with 136 on-site tree replacements. There are a variety of tree types and sizes proposed as replacement credits. A breakdown is provided on Sheet LA-1.1.
  - a. **Wetlands** (*Section 126 Natural Resources, Article IV Wetland and Watercourse Protection*). The site does not contain any regulated wetlands.
  - b. **Natural Features Setback** (*Section 138-9 Chapter 1*). The site does not contain any required natural features setbacks.
  - c. **Steep Slopes** (*Section 138-9 Chapter 2*). The site does not contain any regulated steep slopes.
5. **Landscaping** (*Section 138-12.100-308 and Section 122-304(7)*). A landscape plan, signed and sealed by a registered landscape architect, has been provided. Refer to the table below as it relates to the landscape requirements for this project. These requirements are in addition to replacement credits required above.

<b>Street Trees</b> (internal street) Min. 1 deciduous per lot = 9 deciduous	0 deciduous	The city shall plant street trees in the ROW after construction of the project is complete, the applicant shall pay \$200 per lot to account for this planting
<b>Right of Way</b> (Auburn: 340 ft.) 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 10 deciduous + 6 ornamental	4 deciduous 4 evergreen 2 existing evergreen 7 ornamental	
<b>Stormwater</b> (379 ft.) 6 ft. width + 1.5 deciduous + 1 evergreen + 4 shrubs per 100 ft. = 6 deciduous + 4 evergreen + 16 shrubs	6 deciduous 4 evergreen 21 shrubs	

- a. All landscape areas must be irrigated. This has been noted on the landscape plan. An irrigation plan must be submitted prior to staff approval of the final site plan. A note specifying that watering will only occur between the hours of 12am and 5am has been included on the plan.
  - b. Site maintenance notes listed in *Section 138-12.109* have been included on the plans.
6. **Architectural Design** (*Architectural Design Standards*). The proposed building elevations have been submitted that meet the intent of the Architectural Design Standards. Individual homes will be reviewed under a separate permit issued by the Building Department.

7. **Entranceway Landscaping and Signs.** (*Section 138-12.306 and Chapter 134*). Entryway signage and landscaping is indicated on the plans. 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.



**FIRE DEPARTMENT**

Sean Canto

Chief of Fire and Emergency Services

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From: William A. Cooke, Assistant Chief / Fire Marshal  
To: Planning Department  
Date: June 11, 2018  
Re: Woodland Crossing

**SITE PLAN REVIEW – PC Conditions**

**FILE NO: 17-035**

**REVIEW NO: 4**

**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



**PARKS & NATURAL RESOURCES DEPARTMENT**  
Ken Elwert, CPRE, Director

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To: Kristen Kapelanski  
From: Matt Einheuser  
Date: September 19, 2018  
Re: Woodland Crossing  
Review #1  
File #17-035

No comment at this time.

ME/cf

cc: Maureen Gentry, Planning Assistant



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

JRB  
From: Jason Boughton, AC, Engineering Utilities Coordinator  
To: Kristen Kapelanski, AICP, Manager of Planning  
Date: September 27, 2018  
Re: Woodland Crossing, City File #17-035, Section #25  
Final Site Condominium Plan Review #1

Engineering Services has reviewed the site plan received by the Department of Public Services on September 18, 2018 for the above referenced project. Engineering Services **does** recommend site plan approval with the following comment:

Storm Sewer

1. Update the storm sewer network and detention pond design to be consistent with the approved construction plans.

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

JRB/au

c: Allan E. Schneck, P.E., Director; DPS  
Tracey Balint, P.E., Public Utilities Engineering Mgr.; DPS  
Paul Shumejko, P.E., PTOE, Transportation Engineering Mgr.; DPS  
Keith Depp, Project Engineer; DPS

Paul Davis, P.E. City Engineer/Deputy Director; DPS  
Nick Costanzo, Engineering Aide; DPS  
File



BUILDING DEPARTMENT  
Scott Cope

From: Craig McEwen, Building Inspector/Plan Reviewer *CPM*  
To: Kristen Kapelanski, Planning Department  
Date: October 2, 2018  
Re: Woodland Crossing – Site Plan Review #1  
Sidwell: 15-25-352-017, 018  
City File: 17-035

The Building Department has reviewed the conceptual site plan documents received September 19, 2015 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 base on the following being addressed on the next submittal or on the building permit documents:

1. Provide individual residence plot plans for code compliant site drainage at the time of individual building permit applications.
  - 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.
2. Show detectible warnings at sidewalk and pathway ramps located in the road right-of-ways.
  - a. Provide details complying with Americans Disability Act.

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.





Maureen Gentry &lt;gentrym@rochesterhills.org&gt;

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**Fwd: FW: Clean copy Woodland Master Deed and Bylaws**

1 message

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**Maureen Gentry** <gentrym@rochesterhills.org>  
To: Adele Swann <swanna@rochesterhills.org>

Mon, Aug 20, 2018 at 9:56 AM

FYI.

Maureen Gentry  
Planning and Economic Development  
City of Rochester Hills  
1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
(248) 841-2575  
www.rochesterhills.org  
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----- Forwarded message -----

From: **John D. Staran** <[jstaran@hsc-law.com](mailto:jstaran@hsc-law.com)>  
Date: Mon, Aug 13, 2018 at 4:33 PM  
Subject: RE: FW: Clean copy Woodland Master Deed and Bylaws  
To: Maureen Gentry <[gentrym@rochesterhills.org](mailto:gentrym@rochesterhills.org)>

Reviewed. Satisfactory as to form.

**John D. Staran**

2055 Orchard Lake Road

Sylvan Lake, MI 48320

(248) 731-3080 Fax (248) 731-3088

Direct (248) 731-3088

[jstaran@hsc-law.com](mailto:jstaran@hsc-law.com)