



From: Kristen Kapelanski, AICP  
 Date: 10/4/2018  
 Re: **Leader Dogs Parking Addition (City File #90-262.4)**  
**Site Plan - Planning Review #2**

The applicant is proposing to construct approximately 102 additional parking spaces at the existing Leader Dogs for the Blind facility at the southeast corner of Rochester Road and Avon Road. The project was reviewed for conformance with the City of Rochester Hills Zoning Ordinance. This item will be reviewed and approved by the Planning Commission in accordance with *Section 138-2.200*. 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.

- Zoning and Use** (*Section 138-4.300*). The site is zoned SP, Special Purpose District which allows for uses that cater to the public and do not readily fit in other districts. 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
Site	SP Special Purpose	Leader Dogs for the Blind	Special Purpose
North	B-5 Automotive Service, B-2 General Business and O-1 Office Business with Flex Business 3 Overlay	Gas Station, Vacant and Single Family Home	Business/Flexible Use 3 and Residential 3 with MR Overlay
South	B-3 Shopping Center Business with Flex Business 3 Overlay	Hertz Rental Car and Jeep Dealer	Business/Flexible Use 3
East	R-3 One Family Residential with Mixed Residential Overlay	Single Family Homes	Residential 3 with MR Overlay
West	B-5 Automotive Service and B-3 Shopping Center Business with Flex Business 3 Overlay	Gas Station and Shopping Center	Business/Flexible Use 3

- Parking, Loading and Access** (*138-11.100-308*). Refer to the table below as it relates to the parking and loading requirements of this project.

Requirement	Proposed	Staff Comments
<b>Min. # Parking Spaces</b> 1 space per 3 persons = 1,383 people/3 = 461 spaces <b>Max. # Parking Spaces</b> 125% of Min. = 576 spaces	256 total proposed (162 existing)	The Planning Commission may modify parking requirements based on evidence submitted by the applicant that another standard would be more reasonable.
<b>Min. Barrier Free Spaces</b> 4 BF spaces + 2.33% 11 ft. in width w/ 5 ft. aisle for 201-300 parking spaces = 10 spaces		
<b>Min. Parking Space Dimensions</b> 9 ft. x 18 ft. (employee spaces) 10 ft. x 18 ft. (customer spaces) 24 ft. aisle	10 ft. x 18 ft. 24 ft. aisle	In compliance
<b>Min. Parking Setback</b> 50 ft.	50 ft.	In compliance

- Exterior Lighting** (*Section 138-10.200-204*). A photometric plan and cut sheets showing the location and intensity of exterior lighting has been provided. Refer to the table below as it relates to the lighting requirements for this project.

Requirement	Proposed	Staff Comments
<b>Shielding/Glare</b> Lighting shall be fully shielded & directed downward at a 90° angle  Fixtures shall incorporate full cutoff housings, louvers, glare shields, optics, reflectors or other measures to prevent off-site glare & minimize light pollution  Only flat lenses are permitted on light fixtures; sag or protruding lenses are prohibited	Lighting detail provided	In compliance
<b>Max. Intensity</b> (measured in footcandles fc.) 10 fc. anywhere on-site, 1 fc. at ROW, & 0.5 fc. at any other property line	Photometric data provided	In compliance
<b>Lamps</b> Max. wattage of 250 watts per fixture  LED or low pressure sodium for low traffic areas, LED, high pressure sodium or metal halide for parking lots	250 watts	In compliance
<b>Max. Height</b> 20 ft.	20 ft.	In compliance

4. **Natural Features.** In addition to the comments below, refer to the review letters from the Forestry and Engineering Department that may pertain to natural features protection.
  - a. **Environmental Impact Statement (EIS)** (*Section 138-2.204.G*). An EIS consistent with ordinance regulations has been submitted.
  - b. **Tree Removal** (*Section 126 Natural Resources, Article III Tree Conservation*). The site is not subject to the city's tree conservation ordinance.
  - c. **Wetlands** (*Section 126 Natural Resources, Article IV Wetland and Watercourse Protection*). The proposed improvements do not impact any regulated wetlands.
  - d. **Natural Features Setback** (*Section 138-9 Chapter 1*). The proposal does not impact any required natural features setbacks.
  - e. **Steep Slopes** (*Section 138-9 Chapter 2*). The site does not contain any regulated steep slopes.
5. **Dumpster Enclosure** (*Section 138-10.311*). No additional dumpsters are proposed.
6. **Landscaping** (*138-12.100-308*). 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.

Requirement	Proposed	Staff Comments
<b>Right of Way (South: Avon Road: 385 ft.)</b> 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 11 deciduous + 6 ornamental	11 deciduous 21 ornamental	In compliance
<b>Right of Way (Rainer Road: 228 ft.)</b> 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 7 deciduous + 4 ornamental	2 proposed deciduous 13 existing deciduous & evergreen 1 proposed ornamental 1 existing ornamental	In compliance – existing landscape may be substituted for required plantings
<b>Parking Lot: Interior</b> 5% of parking lot + 1 deciduous per 150 sq. ft. landscape area = 1,872 sq. ft. + 13 deciduous	13 deciduous	Area of parking lot landscaping should be confirmed

- a. A landscape planting schedule has been provided that includes the size of all proposed landscaping, including a unit cost estimate and total landscaping cost summary, including irrigation costs, for landscape bond has been included.
- 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 must be 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.



ASSESSING DEPARTMENT  
Laurie Taylor, Director

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From: Nancy McLaughlin  
Date: 10/8/18  
Re: File No.: 90-262.4  
Project: Leader Dogs Parking Addition Review #2  
Parcel No: 70-15-23-101-028  
Applicant: Chris Bearup, Leader Dogs

No comment.



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

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To: Kristen Kapelanski  
From: Matt Einheuser  
Date: September 24, 2018  
Re: Leader Dogs Parking Addition  
Review #2  
File #90-262.4

The provided Tree list shows some regulated trees as unregulated (e.g. tags - 110, 111, 118, 119, 121, 125). All Trees  $\geq 6$ " are considered regulated unless dead.

The regulated 28" Siberian Elm (tag 114) does not appear to be on any local, state, or national big tree list and therefore does not need to be treated as a "Landmark" tree.

Please revise and recalculate replacement trees.

ME/cf

CC Maureen Gentry, Planning Assistant  
Sandi DiSipio, 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 & Development  
Date: September 27, 2018  
Re: Leader Dogs Parking Lot Addition, City File #90-262.4, Section 23  
Site Plan Review #2

Engineering Services has reviewed the site plan received by the Department of Public Services on September 20, 2018, for the above referenced project. Engineering Services **does** recommend site plan approval with the following comments:

Traffic/Pathway/Sidewalk

1. Add a note on plans that a City right-of-way (ROW) use permit is required for the approach work within Rainer Road ROW.
2. Add a note on plans a RCOC ROW use permit is required for the removal of the drive approach on Avon Road ROW.
3. On sheet 07, landscape plan, please draw the sight distance lines per previously submitted details. The triangles drawn are not necessary.

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.

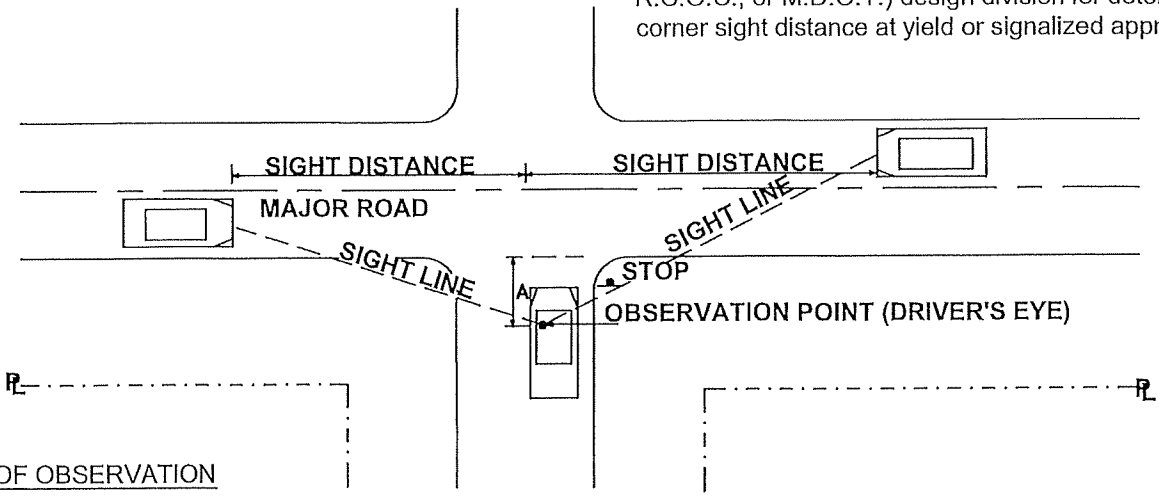
JRB/au

Attachments: Sight Distance Details for Road and Pathways.

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

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

Different sight distances are required for yield or signal controlled intersections. Contact road agency's (City, R.C.O.C., or M.D.O.T.) design division for determining corner sight distance at yield or signalized approaches.



**POINT OF OBSERVATION**

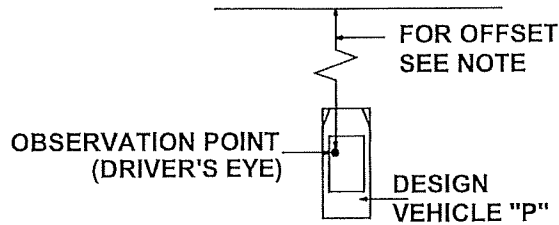
Paved Surface:

(A) Eighteen (18) feet from edge of pavement of through lane.

Gravel Surface:

(A) Eighteen (18) feet from edge of gravel road.

\* For residential driveways approaching gravel or paved roads (A) is 10' from the edge of gravel/pavement.



The point of vision shall be from the height of eye, 3.5 feet above the proposed intersecting elevation to a height of object 3.5 feet above the existing or proposed road centerline and shall be continuously visible within the specified limits.

**MINIMUM CORNER SIGHT DISTANCE FOR DRIVEWAYS AND STREETS AT MAJOR ROAD INTERSECTIONS FOR PASSENGER VEHICLES**

MAJOR ROAD POSTED OR 85% SPEED IN MPH	MINIMUM SIGHT DISTANCE IN FEET, BOTH DIRECTIONS	
	2 OR 3 LANE THRU ROAD IN FEET	4 OR 5 LANE THRU ROAD IN FEET
25	280	295
30	335	355
35	390	415
40	445	470
45	500	530
50	555	590
55	610	650

The basic prima facia speed shall be used for gravel roads, unless otherwise approved by the Engineer.

**NOTES**

1. Any deviation from given data requires an engineering study approved by the road agency (City, R.C.O.C., or M.D.O.T.) in accordance with the latest edition AASHTO policy on geometric design.
2. This design guide also applies to new Permit and Plat construction projects.
3. The above data is based on a left turn maneuver into the intersecting roadway as described in AASHTO. Due to the higher potential accident severity, the left turning sight distance was used to determine the corner sight distance required. Right turn onto major roads shall have the same sight distances.
4. Existing site conditions may require an engineering study to determine sight distance.

**CITY OF ROCHESTER HILLS**  
STANDARD DETAIL FOR:  
**Sight Distance Roadways**



DRAWN BY: B. SMITH	FILE NAME: CIRC DRV	PLAN DATE: 8/28/1996	REV. 4/12/2012	REV. 3/15/2014	REV.
APPROVED BY: PAUL SHUMEJKO, P.E., PTOE CITY TRANSPORTATION ENGINEER			NOT TO SCALE		SHEET 1 OF 2



MICHIGAN

## BUILDING DEPARTMENT

Scott Cope

From: Craig McEwen, Building Inspector/Plan Reviewer *CPN*  
To: Kristen Kapelanski, Planning Department  
Date: October 3, 2018  
Re: Leader Dogs Parking Addition - Review #2  
1039 S. Rochester Rd.  
Sidwell: 15-23-101-028  
City File: 90-262.4

The Building Department has reviewed the site plan approval documents received September 20, 2018 for the above referenced project. Our review was based on the Zoning Ordinance, the 2015 Michigan Building Code and ICC A117.1 -2009, unless otherwise noted. Approval is recommended with the following conditions:

1. Accessible curb cuts be provided at the walk leading through the parking lot to the pathway.
2. The steps be constructed to meet the requirements of Section 1011 of the Michigan Building Code.
3. A handrail be provided along steps from the lower level.
4. A building permit will be required.
5. Provide evidence of compliance with the Michigan Energy Code for lighting power. Controls for exterior lighting complying with ASHRAE 90.1-213, Section 9.4.1.4 will be reviewed during the building permit review process.

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



**FIRE DEPARTMENT**

Sean Canto

Chief of Fire and Emergency Services

From: William A. Cooke, Assistant Chief / Fire Marshal  
To: Planning Department  
Date: October 3, 2018  
Re: Leader Dogs Parking Addition

**SITE PLAN REVIEW**

**FILE NO: 90-262.4**

**REVIEW NO: 2**

**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





June 18, 2018

City of Rochester Hills  
Attn: Kristen Kapelanski  
1000 Rochester Hills Drive  
Rochester Hills, MI 48309

**RE: R.C.O.C. PRELIMINARY PLAN REVIEW 18P0021  
LOCATION: AVON ROAD, CITY OF ROCHESTER HILLS  
PROJECT NAME: LEADER DOGS FOR THE BLIND**

**Board of Road Commissioners**

*Ronald J. Fowkes  
Commissioner*

*Gregory C. Jamian  
Commissioner*

*Eric S. Wilson  
Commissioner*

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*Brent O. Bair  
Managing Director*

*Dennis G. Kolar, P.E.  
Deputy Managing Director  
County Highway Engineer*

Dear Ms. Kristen:

At your request, the Road Commission for Oakland County (RCOC) has completed a preliminary review for the above referenced project. Enclosed you will find one set of plans with our comments in red. All comments are for conceptual purpose only and should be incorporated into detailed construction plans. Below you will find a listing of the comments generated by the RCOC review:

- a) Remove existing 12 Inch RCP culvert as marked on the plans.
- b) Construct ditch/swale instead of existing RCP culvert and provide/maintain positive flow.
- c) Landscaping in the right of way will not be maintained by RCOC, and RCOC may require its removal should it interfere with road maintenance or future construction.

Once the comments above are addressed, plans should be submitted to this office with completed RCOC permit application(s) Form 64a, signed by the owner (or his agent), three sets of plans (per application, 5 for signal permit) and the appropriate application fee(s).

All future correspondence related to the above referenced project will be sent to the address provided by the applicant. Separate applications will be required for:

- a) Drive approach and sidewalk
- b) Utility connections

Upon receipt of the appropriate application packet, RCOC will provide a more detailed review. Please contact this office at (248) 858-4835 if you have any questions, or if we may be of further assistance.

Respectfully,

Scott Sintkowski, P.E.  
Permit Engineer  
Department of Customer Services

SS/MC  
Enclosure