



Planning and Economic Development

Ed Anzek, AICP, Director

From: Sara Roediger, AICP
Date: 7/8/2016
Re: **Nottingham Woods (City File #15-004)**
Final Site Condominium Plan - Planning Review #1

The applicant is proposing to construct a 17-unit, single-family site condominium development on 8.7 acres on the north side of Hamlin Road between Livernois and Crooks Roads. 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 revised site plan submittal following review by the Planning Commission to ensure compliance.

1. **Background.** This project has received Preliminary Site Condominium Plan approval from City Council on February 8, 2016, following a recommendation for approval by the Planning Commission on August 18, 2015 with the following findings and conditions, applicable comments from staff are italicized.

Findings:

1. Upon compliance with the following conditions, the proposed condominium plan meets all applicable requirements of the zoning ordinance and one-family residential detached condominium.
2. Adequate utilities are available to properly serve the proposed development.
3. The preliminary plan represents a reasonable street layout.
4. The Environmental Impact Statement indicates that the development will have no substantially harmful effects on the environment.
5. Remaining items to be addressed on the plans may be incorporated on the final condominium plan without altering the layout of the development.

Conditions:

1. Provide all off-site easements, on-site conservation easement and agreements for approval by the City prior to issuance of a Land Improvement Permit. *Must be provided before LIP.*
2. Provide landscape bond in the amount of \$98,049.00 plus inspection fees, prior to issuance of a Land Improvement Permit. *Must be provided before LIP.*
3. Provide an irrigation plan and cost estimate, prior to issuance of a Land Improvement Permit. *Must be provided before LIP.*
4. Payment of \$3,400 into the tree fund for street trees prior to issuance of a Land Improvement Permit. *Must be provided before LIP.*
5. Approval of all required permits and approvals from outside agencies. *Must be provided before LIP.*
6. Compliance with applicable staff memos, prior to Final Site Condo Plan Approval. *Must be provided before Final Site Condo Plan Approval.*
7. Compliance with Building Department memo dated July 21, 2015, prior to Building Permit Approval. *Must be provided before Building Permit Approval.*
8. 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.*

Three additional conditions of approval were part of the Planning Commission recommendation that were addressed prior to City Council review as follows:

9. That tree protective fencing is shown on the drawings, prior to City Council review. *In compliance, tree protective fencing is indicated on the tree preservation plan.*
 10. That the applicants work with adjacent property owners to work out a solution to keep the fences on the west, north and east property lines, prior to City Council review. *In compliance, the applicants held a meeting with surrounding residents on January 19, 2016. A second meeting was held on January 26, 2016 with the neighbor to the west (Dr. Rao) as he could not attend the original meeting. As a result of the meetings the applicant has increased the landscaping along all property lines as depicted in the final plans and has confirmed that the existing fences along the eastern and western property lines will remain. As a residential use abutting another residential use, a landscaped buffer is not required between uses; however the applicant has voluntarily offered to provide landscaping as depicted. Please note that the neighbor to the west continues to demand additional landscaping along the entire length of his property line (nearly 800 feet) but the applicant has indicated a good faith effort to provide screening and privacy in the area near the existing home (between lots 3, 4 and 5; nearly 300 feet) consistent with the level of screening being provided within close proximity of existing and proposed homes.*
 11. That additional screening is shown for the north boundary west of the detention pond and the east boundary along the road, as approved by Staff, prior to City Council review. *In compliance, substantial landscaping consisting primarily of evergreen trees has been added along the northern, eastern and western property lines.*
2. **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.
3. **Zoning and Use** (Section 138-4.300). The site is zoned R-3 One Family Residential District Residential with MR Mixed Residential Overlay 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
Proposed Site	R-3 One Family Residential w/ MR Mixed Residential Overlay	Single family homes	Residential 3/Mixed Residential
North	R-4 One Family Residential	Avon Hills Subdivision	Residential 4
South	R-3 One Family Residential	Cumberland Hills Subdivision	Residential 3
East	R-3 One Family Residential w/ MR Mixed Residential Overlay	Single family homes	Residential 3/Mixed Residential
West	R-3 One Family Residential w/ MR Mixed Residential Overlay	Single family homes	Residential 3/Mixed Residential

4. **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 R-3 district.

Requirement	Proposed	Staff Comments
Avg. Min. Lot Width (<i>Lot Size Variation option</i>) 90 ft., no lot less 81 ft. (10%)	Avg. 92.6 ft., ranging from 81 to 105 ft.	In compliance
Avg. Min. Lot Area (<i>Lot Size Variation option</i>) 12,000 sq. ft., no lot less 10,800 sq. ft. (10%)	Avg. 13,737 sq. ft., ranging from 12,076 to 20,745 sq. ft.	In compliance
Max. Density 2.9 dwelling units/acre=24 units	17 units (1.9 units per acre)	In compliance
Max. Height 2.5 stories/30 ft.	2.5 stories/30 ft.	In compliance
Min. Front Setback 30 ft.	30 ft.	In compliance
Min. Side Setback (each/total) 10 ft./20 ft., 25 ft. side lot abutting corner	10 ft./20 ft., 25 ft. corner (Unit 2, 8 & 17)	In compliance
Min. Rear Setback 35 ft.	35 ft.	In compliance
Min. Floor Area 1,200 sq. ft.	1,200 sq. ft.	In compliance
Max. Lot Coverage 30%	30%	In compliance

5. **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 indicates there are no wetlands on the site however the eastern portion of the site is heavily wooded.
 - b. **Wetlands** (Section 126 Natural Resources, Article IV Wetland and Watercourse Protection). The site does not contain any regulated wetlands.
 - c. **Natural Features Setback** (Section 138-9 Chapter 1). The site does not contain any required natural features setbacks.
 - d. **Steep Slopes** (Section 138-9 Chapter 2). The site does not contain any regulated steep slopes.
 - e. **Tree Removal** (Section 126 Natural Resources, Article III Tree Conservation). The site is not subject to the City's tree conservation ordinance as the site was subdivided prior to the enactment of the tree preservation ordinance. As such, the applicant proposes to save approximately 18% of the regulated trees. **Note 1 on sheet 07 needs to be removed as this site does not require tree replacement credits.**

6. **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
Street Trees Min. 1 deciduous per lot = 17 deciduous	17 deciduous	These trees need to be removed on the plans & from the cost summary as 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
Right of Way (Hamlin: 212 ft.) 1 deciduous per 35 ft. + 1 ornamental per 60 ft. = 6 deciduous + 4 ornamental	6 deciduous 4 ornamental	In compliance
Stormwater (Approx 755 ft.) 6 ft. width + 1.5 deciduous + 1 evergreen + 4 shrubs per 100 ft. = 11 deciduous + 8 evergreen + 30 shrubs	11 deciduous 8 evergreen 30 shrubs	In compliance
TOTAL 17 deciduous 8 evergreen 4 ornamental 30 shrubs	17 deciduous 8 evergreen 4 ornamental 30 shrubs	In compliance with requirements, plus the applicant has added numerous evergreen & deciduous trees around the property line to better buffer neighboring properties

- a. An irrigation plan must be submitted prior to staff approval of the final site plan.
7. **Architectural Design** (*Architectural Design Standards*). The proposed building elevations appear to meet the intent of the Architectural Design Standards and will be reviewed under a separate permit issued by the Building Department.
8. **Entranceway Landscaping and Signs.** (*Section 138-12.306 and Chapter 134*). Entryway landscaping is indicated on the plans and a sign detail is provided. A note has been added to the plans that states that all signs must meet the requirements of *Section 138-12.306 and Chapter 134* of the City Code of Ordinances and be approved under separate permits issued by the Building Department.



ASSESSING DEPARTMENT
Kurt Dawson, Director

From: Nancy McLaughlin
To: Ed Anzek
Date: 7/13/16
Re: File No.: 15-004
Project: Nottingham Woods, Final Plan Review #1
Parcel No: 70-15-22-376-039
Applicant: Vanguard Equity Mgmt LLC

No comment.



FIRE DEPARTMENT

Sean Canto

Chief of Fire and Emergency Services

From: James L. Bradford, Lieutenant/Inspector
To: Planning Department
Date: August 11, 2016
Re: Nottingham Woods

SITE PLAN REVIEW

FILE NO: 15-004

REVIEW NO: 4

APPROVED X

DISAPPROVED _____

Lt. James L. Bradford
Fire Inspector



BUILDING DEPARTMENT
Scott Cope Director

From: Craig McEwen, R.A., Building Inspector/Plan Reviewer *CPN*
To: S. Roediger, Planning Department
Date: June 28, 2016
Re: Nottingham Woods – Final Plan Review #1
Sidwell: 15-22-376-039
City File: 15-004

The site plan review for the above reference project was based on the following drawings and information submitted:

Sheets: Sheets 01 through 09, LA-01, LA-02, A-01, and A-2

References are based on the Michigan Residential Code 2012. The 2012 Michigan Residential Code went into effect February 8, 2016.

Approval recommended based on submission of individual residence plot plans for code compliant site drainage at the time of building permit application.

1. 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
2. Swales in general shall be sloped 1% minimum (see exception to comment #1 above.)
3. Lots with rear or front drainage shall have a protection swale 1'-0" minimum below the grade at the house foundation.
4. Driveway slopes shall meet the following requirements:
 - a. Approach and driveway: 2% minimum – 10% maximum.
 - b. Sidewalk cross-slope (including portion in the driveway approach): 1% minimum, 2% maximum.
5. Side-entry garage: 2% minimum, 4% maximum.
6. Negative slope driveway: 2% minimum, 7% maximum.

If there are any questions, please call the Building Department at 248-656-4615. Office hours are 8 a.m. to 5 p.m. Monday through Friday.



JRB

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

From: Jason Boughton, AC, Engineering Utilities Coordinator
To: Sara Roediger, Manager of Planning
Date: August 11, 2016
Re: Nottingham Woods, City File #15-004, Section 22
Final Site Plan Review #2

Engineering Services has reviewed the site plan received by the Department of Public Services on August 8, 2016 for the above referenced project. Engineering Services **does** recommend site plan approval with the following comment:

General

1. All easements need to be 20 feet in width, with the utility centered within that easement; revise throughout.

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

JRB/bd

c: Allan E. Schneck, P.E., Director; DPS
Paul Davis, P.E., City Engineer/Deputy Director; DPS
Tracey Balint, P.E., Public Utilities Engineer; DPS
Keith Depp, Staff Engineer; DPS
File

Paul Shumejko, MBA, MS, P.E., PTOE, Transportation Engineer; DPS
Sheryl McIsaac, Office Coordinator; DPS
Sandi DiSipio; Planning & Development Dept
Russ George, Engineering Aide; DPS.



To: Sara Roediger
From: Gerald Lee
Date: July 7, 2016
Re: Nottingham Woods
Final Plan Review #1
File No. 15-004

Forestry review pertains to public right-of-way (r/w) tree issues only.

Landscape Plan, Sheet LA-01

Street Tree Plant List: The Forestry Division will determine the species of the trees that will be planted. The trees will be 2" caliper B&B. The plant list needs to be deleted. The statement is okay.

The City planted street trees will be planted in the tree lawn between the sidewalk and back of curb. The trees shown in the front yards, near the sidewalk, need to be shown in the tree lawn. The exact location on the tree lawn will be determined by the Forestry Division prior to planting.

Note #11 needs to be corrected to say \$200 per lot, not \$700 per lot.

An additional comment needs to be added under Notes between Notes 5 and 6: "These requirements are incorporated into the plan."

GL/cf

cc: Sandi DiSipio, Planning Assistant



Maureen Gentry <gentrym@rochesterhills.org>

RE: Nottingham Woods Master Deed

1 message

John D. Staran <jstaran@hsc-law.com>
To: Maureen Gentry <gentrym@rochesterhills.org>

Fri, Jul 29, 2016 at 12:52 PM

After review, I have no comments or objections.



John D. Staran

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From: Maureen Gentry [mailto:gentrym@rochesterhills.org]
Sent: Thursday, July 28, 2016 1:26 PM
To: John D. Staran
Subject: Nottingham Woods Master Deed