



City of Rochester Hills  
AGENDA SUMMARY  
NON-FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

Legislative File No: 2013-0040 v.2

**TO:** Mayor and City Council Members  
**FROM:** Allan E. Schneck, P.E., DPS Director  
**DATE:** September 30, 2013  
**SUBJECT:** Special Assessment District Policy for Paving Gravel Roads

**REQUEST:**

City Council is asked to review the proposed policy for utilizing a Special Assessment District program for paving local gravel roads and either approve the language as presented or provide revision comments.

**BACKGROUND:**

City Council approved \$200,000 in the 2013 budget for the local street construction fund as a placeholder for City matching funds for paving gravel roads. In the past, Rochester Hills has utilized a Special Assessment District (SAD) program to outline how residents can petition the City to have their local subdivision gravel roads paved. The past SAD program had a goal of splitting costs at 60% City contribution and 40% resident contribution. There was also a capped amount of total costs per buildable lot to provide the residents a not-to-exceed assessment cost.

The attached SAD policy mimics the past SAD policy in items such as road construction standards, the various steps in the process (petition submission, public meeting, design plan creation, assessment roll preparation, road construction, etc.). The intent of the cost share between the City and residents is still targeted for 60/40, however, a resident cap of costs per buildable lot is proposed as \$5,000. The information included in the policy was reviewed with the Police & Road Funding Technical Review Committee and presented to City Council on January 28, 2013 for further consideration.

**RECOMMENDATION:**

It is recommended that City Council approve the attached Special Assessment District policy to reinstate a program that allows residents to pave their subdivision gravel roads.

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