



Rochester Hills

Minutes

Planning Commission

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Home Page:
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Chairperson Greg Hooper, Vice Chairperson Deborah Brnabic
Members: Sheila Denstaedt, Gerard Dettloff, Anthony Gallina, Dale Hetrick, Marvie Neubauer, Scott Struzik and Ben Weaver
Youth Representatives: Janelle Hayes and Siddh Sheth

Tuesday, July 15, 2025

7:00 PM

1000 Rochester Hills Drive

CALL TO ORDER

Chairperson Hooper called the July 15, 2025 Regular Planning Commission Meeting to order at 7:00 p.m., Michigan Time.

ROLL CALL

Present 9 - Deborah Brnabic, Sheila Denstaedt, Gerard Dettloff, Anthony Gallina, Greg Hooper, Marvie Neubauer, Dale Hetrick, Scott Struzik and Ben Weaver

Others Present:

Sara Roediger, Planning and Economic Development Director
Chris McLeod, Planning Manager
Jennifer MacDonald, Recording Secretary
Siddh Sheth, Rochester Hills Government Youth Council Representative

Chairperson Hooper welcomed everyone to the July 15, 2025 Regular Planning Commission Meeting and noted that anyone wishing to address the Commission tonight should fill out a white Speakers Card and provide it to the recording secretary prior to the start of the item they wish to comment on. He stated that comments will be taken all at one time and are limited to three minutes. He stated that anyone wishing to speak on an item not on the agenda will be taken up under the Public Comment section of the Agenda.

APPROVAL OF MINUTES

[2025-0298](#) June 17, 2027 Worksession Minutes

A motion was made by Neubauer, seconded by Denstaedt, that this matter be Approved. The motion carried by the following vote:

Aye 9 - Brnabic, Denstaedt, Dettloff, Gallina, Hooper, Neubauer, Hetrick, Struzik and Weaver

[2025-0299](#) June 17, 2025 PC Regular Meeting Minutes

A motion was made by Neubauer, seconded by Gallina, that this matter be Approved. The motion carried by the following vote:

Aye 9 - Brnabic, Denstaedt, Dettloff, Gallina, Hooper, Neubauer, Hetrick, Struzik and Weaver

COMMUNICATIONS

Chairperson Hooper noted that the Commission received a letter from the City of Sterling Heights relative to the adoption of their Master Plan.

PUBLIC COMMENT

Richard Bosler, 399 Daylily Dr., stated that he has been a resident of Rochester Hills for over 38 years. He thanked the Commissioners and the Council representative on the Planning Commission, noting that they are very thorough in the questions they ask. He commented that he knows that subdivision associations are responsible for maintenance of the water runoff reservoirs in their neighborhoods and wants to ensure that the City performs overall inspections so that there are not going to be any floods. He added that he has noticed quite a few wires hanging down on utility poles, especially along Rochester Road south of Hamlin Road, and suggested that there should be more consistency from the cable companies. He mentioned that he has emailed Council Member Blair along with DPS Director Mr. Fritz about these wires. He stated that he thinks that the community should work on landscape on berms and grassy architecture that hides parking lots, mentioning a new credit union, and commented that he sees some of the wires going through trees.

Ms. Neubauer stated that she wanted Mr. Bosler to know that Mr. Blair and Mr. Fritz have received his emails and this has actually been discussed with Council. She stated that she wanted Mr. Bosler to know that it is being addressed and they are working on it.

Chairperson Hooper stated that the City inspects reservoirs and detention ponds that are not being maintained. He asked Mr. McLeod to comment.

Mr. McLeod stated that the City reviews engineering drawings to ensure that the calculations work in terms of the amount of stormwater storage as well as the quality of water going in and out of the system. He added that the City performs a final inspection in terms of grades to ensure the facility is built per the plan. He mentioned that as a part of the Master Plan process, and as a part of long-term maintenance, they do have staff that deals with education relative to stormwater ponds. He stressed that it is more of an educational program about ongoing maintenance rather than the subdivision receiving a large bill at the end with surprise that it has to be fixed immediately.

Relative to Mr. Bosler's comment about the credit union and trees, he noted that in terms of parking lot screening, the City does not necessarily require berms in front of parking lots for non-residential purposes, but does require hedge rows. He explained that depending upon the lifespan of which site is being looked at, they may or may not be in compliance with that requirement. He noted that new sites are required to put landscaping in. He pointed out that when dealing with a redevelopment of a site, if it is a small addition, this may not come into play. He mentioned that the credit union specifically went back and forth with the Forestry division in terms of providing additional trees along the Rochester Road

frontage. He added that there are some existing trees that have realistically overgrown what they should be in that particular location. He commented that they do not want to take down a tree unless it is an absolute must, so it was determined that those trees could probably exist with some trimming and maintenance. He mentioned that this is one of the reasons why they pushed trees around on the site, allowing them to go elsewhere to satisfy frontage requirements because they did not want to perpetuate the problem with wires hanging down.

NEW BUSINESS

2025-0300 Public Hearing and Request for Conditional Use Recommendation - PCU2025-0004 - for Pine Trace Golf Course for the construction of a new banquet, service, and clubhouse additional to the existing building onsite, including a new driveway, parking lot and associated site improvements in the R-4 One Family Residential zoning district, located at 3600 Pine Trace Blvd. and 3308 South Blvd. W., on the north side of South Blvd. and east of Adams, Parcel Nos. 15-31-400-015 and 15-31-400-016; Michael Bylen, Pine Trace Golf Course, Applicant

(Staff Report dated 7-7-25, Reviewed Plans, Environmental Impact Statement, Development Application, Authorization Letter, WRC Letter dated 4/23/25, and Public Hearing Notice had been placed on file and by reference became a part of the record hereof.)

Chairperson Hooper introduced this item noting that it is a request for Conditional Use recommendation to Council, Site Plan approval, and Tree Removal Permit for Pine Trace Golf Course for construction of a new banquet facility and clubhouse addition to the existing building site, and it includes a new driveway, parking lot and associated site improvements. He explained that the property is in the R-4 One Family Residential Zoning District located at 3600 Pine Trace Boulevard and 3308 South Boulevard West on the north side of South Boulevard and east of Adams. He invited the applicants forward to introduce themselves and stressed that anyone wishing to speak on this item needed to turn their comment cards in now and that once public comment is started, no additional cards will be entertained.

Present for the applicant were Mike Bylen, representing Pine Trace Golf Club, and Sydney Kanan, AEW Civil Engineers.

Mr. McLeod presented the Staff Report, noting that this is a series of approvals requested for Pine Trace for the renovation and expansion of the clubhouse as well as a banquet facility. He explained that the site that encompasses the golf course is about 110 acres, and he showed an overall perspective of where the clubhouse site is now and where the proposed and expanded clubhouse will be as well as the banquet facility. He pointed out that nothing will be closer to the existing residential properties. Relative to the tree removal permit, he noted that they are proposing to remove 32 regulated trees and three specimen trees.

He mentioned that last year they dealt with relocation of the driving range, and as a part of that the applicant entered into a tree planting agreement over the

course of 10 years or so. He explained that the applicant is looking to modify the agreement to add in the number or difference of trees. He noted that this was found acceptable from the previous application and he would imagine that it will be found acceptable again. He reiterated that this is a clubhouse and banquet center renovation and addition to modernize and expand services as well as increase the capacity of the facility. He pointed out that there will be a new single-use driveway for the golf course and explained its relocation approximately 130 feet to the east. He reviewed parking, noting the addition of 82 parking spots, along with additional site and landscape lighting including bollard-style lighting. He noted that pole lights would be minimal and only on the east side of the parking lot. He explained that they are requesting a modification to keep the existing landscaping along the frontage. He stressed that there is no expansion to the golf course itself, and stated that any modifications would be handled administratively through the Forestry Division.

Mr. McLeod noted that the proposed improvements are over 400 feet from any residential uses in a westerly or easterly direction, with the nearest residence across the driving range. He described the boulevard driveway and how it enters the site. He noted that one of the comments that came in was relative to traffic and lighting from the cars that would come in and out of the parking lot area, and explained that the parking lot would be screened with arborvitae. He reviewed the clubhouse elevations and materials along with the patio area and noted that it is a vast difference from the current building's architecture.

Chairperson Hooper opened the public hearing.

Diane Zygmuntowicz, 6791 Johnathon Drive, Troy, stated that they are located in the southwest corner of South Boulevard and Coolidge, and noted that they are having issues from automotive lights exiting from the Villas of Shadow Pines development. She commented that these lights are intrusive to residents in her subdivision and stated that some residents are actively looking to move out. She stated that it is unknown what the impact will be in terms of new lighting and new parking lot areas from this proposed project. She added that noise is an unknown as well. She commented that she wants to be sure that there will not be an impact that catches them off guard and requested a tall dirt berm be placed to deflect lighting and noise.

John Giaier, 3350 Sawgrass Ct., stated that his backyard butts up against the driving range, and expressed concern over trees that have been left there, noting that the trees are growing out of the incline. He stated that he did not want trees to fall on his house. He noted that the City promised him in writing that they would take out seven trees around his house, and they have since taken out four, with three remaining. One tree is on Pine Trace property and the other two are about a foot away. He asked if the trees could be removed or at least shortened so if they fell they would not hit his house.

John Dziuba, MD, 3370 Seminole Ct., stated that he was in support of the project. He asked how many buildings would be included and whether it would be one giant building. He asked if the driving range would have a separate building or be connected to the large building.

Seeing no other public comment, Chairperson Hooper closed the public hearing. He asked Mr. McLeod to answer any questions.

Mr. McLeod reviewed the site plan showing the clubhouse and driving range that was approved last year that is under construction. He noted a practice building is being added as a part of this submittal and stated that it is a smaller 1,500 square foot building separate from the clubhouse. Relative to comments on trees, he noted that the Forestry Department has been working with the homeowners on that property line. He commented on concerns expressed regarding lighting, noting that he spoke with Ms. Zygmontowicz yesterday by phone and tried to explain lighting over the phone. He pointed out that the parking lot will sit about five feet below the road elevation. He added that one element of operational noise would be cars maneuvering around the site, however the building is about 1,100 feet from the corner of the adjacent lot, and it is a 30-foot high building with a patio behind it that would hopefully deflect and contain any potential noise from traveling in a southward direction.

Chairperson Hooper stated that he wanted to clarify that the lighting will be downward shielded to not exceed less than one foot candle at the property line.

Mr. McLeod concurred, noting that there is a photometric plan included. He stressed that since it is in a residential district, the lighting poles cannot be any taller than 15 feet. He explained that there will be two light posts at the entrance, two additional light poles at the curve, two light poles as the boulevard is created, and the rest will be landscape lighting. He added that there will be light poles on the eastern side of the lot which are 15 feet as well, with a couple around the building. He pointed out that the applicant actually asked a question as they were fearful that they could not meet the ordinance by providing enough light in certain areas, as the City has certain minimum standards for parking lots. He noted that this is where they talked about bollard-style lighting to provide some light and give a design aesthetic that the applicant is looking for while still meeting the ordinance requirements. He mentioned that the light is to be a yellow or soft white ambient light versus a stark white or silver/blue light.

Chairperson Hooper asked Mr. Bylen to comment on the driving range construction and trees.

Mr. Bylen responded that the City's Tree Ordinance is very strict, and the four trees that were taken down at his expense were not intended to be taken down. He commented that they did that in conjunction with conversations with Dr. Dziuba and with the City Forestry Staff. He stated that he thought that removing any more would have to be handled by the City as he thought there was one on Dr. Dziuba's property and the others on City property. He stressed that he was given strict instructions on what he could and could not do, he had no intention of taking them down, and did it as an accommodation, bearing the cost and the City concurred with it. He commented that he would look into whether there is any foreign material leftover that might be from the teardown of the homes. He reviewed the elevations at the parking lot, noting that there is quite a bit of existing vegetation between the parking lot and the housing development. He pointed out that right across the street is a Troy city park. He stressed that they have minimal lighting because they want the building to be a beacon and the

story. He stated that he shares concerns about lighting and thinks that it will probably not be an issue for any resident.

Chairperson Hooper suggested making a note for Forestry to investigate the tree issue. He stated that obviously the City cannot remove a tree on private property, and stated that it would be in the best interest to keep as many trees as possible as this is a driving range and errant balls should be kept from leaving the property and going into an adjacent neighbor's property.

Mr. McLeod recalled as a part of the driving range approval that there will be a double row of evergreens along that property line that will go in as the site completion nears.

Chairperson Hooper asked whether it is anticipated that there will be any outdoor musical events that might impact noise levels.

Mr. Bylen responded that they will do ceremonies there, which will typically take place between 5 and 6 p.m., and commented that often people have string music. He noted that sometimes the music will be attached to a speaker, but it will not be very loud. He stated that there will be no dancing outside. He mentioned that he has the same noise concerns at two other facilities and they are very cognizant of the neighbors and keep the decibels below 95 with doors remaining closed. He noted that there will be no outdoor band playing on the patio.

Chairperson Hooper noted that this concludes public comment and the review of the questions raised, and moved on to the Commissioners.

Mr. Hetrick noted that Mr. Bylen operates three golf courses, including Pine Trace, Shepherd's Hollow and Cherry Creek. He pointed out that the other two courses have banquet facilities, and asked how Mr. Bylen would compare their facilities to what is being proposed here.

Mr. Bylen responded that it's similar to how one would answer when being asked to compare their children, and commented that one learns as one goes and will incorporate what is learned into anything they build and design. He stated that rather than compare it, he would like to say that the City will be very happy with this facility, and it will have elements beyond what the others have. He pointed out that Shepherd's Hollow has a setting that is almost idyllic and cannot be replicated, yet there is an awful lot to love about the Pine Trace site as well. He stated that this architecture is very strong with strong details.

Mr. Hetrick stated that he has been to Shepherd's Hollow and the location is very impressive. He commented that he would expect this to be equally impressive based on the renderings. He noted that his question was more to get a perspective of what the community will expect in terms of an outcome. He stated that he has no issues with what is being proposed and is fully supportive of what they want to accomplish here. He commented that he is certain that the City of Rochester Hills will appreciate the opportunity to have a class-one banquet facility here.

Mr. Bylen responded that he has lived in Rochester Hills his entire life, and stated that this is the first course he built and is the third one to renovate. He stressed that their heart is in the right place and the motivation is there, and they want the community to be proud of it.

Ms. Neubauer made the motion in the packet to recommend City Council approval of the conditional use, citing the six pre-printed findings and two conditions. The motion was seconded by Vice Chairperson Brnabic.

Chairperson Hooper called for any discussion on the motion, and stated that the City wants to continue the excellence in Rochester Hills and he has no issue with recommending a conditional use approval. Seeing no other discussion, he called for a roll call vote, which he announced passed unanimously.

Moving on to the site plan approval, he asked about winter use, noting that the course will be closed. He asked if it would be used every Friday and Saturday.

Mr. Bylen responded that banquets will continue. He stated that he would love for year round use to happen, and mentioned that the first quarter is typically the lightest for weddings. He pointed out that between November and March of this year, they did about 12 or 14 outdoor ceremonies; and he suspected that they will still be busy with weddings throughout the year. He added that because of the location he believes that weekday daytime business functions will be an option available to use, unlike Shepherd's Hollow, which is quite a ways from the corporate world. He stated that in the wintertime that they anticipate keeping the restaurant in the clubhouse open.

Chairperson Hooper referenced the color renderings and asked if the limestone facing was a reasonable representation of the color it would be.

Mr. Bylen responded that it was very close if not exact.

Chairperson Hooper commented that this is what they want to hear as they want to know what they are looking at. He questioned the practice facility, asking if it would be indoors or if they would be teeing indoors to go outdoors.

Mr. Bylen responded that the practice facility has two functions, for people to get their range balls dispensed by a machine, and a cleaning operation. He added that there will be two rooms for instructions that will have video and overhead doors so they can hit out when the weather permits.

Ms. Neubauer moved the motion in the packet for site plan approval. It was seconded by Mr. Struzik. After calling for a roll call vote, Chairperson Hooper announced that the motion passed unanimously.

Ms. Neubauer moved the motion in the packet to grant the tree removal permit. The motion was seconded by Vice Chairperson Brnabic. After calling for a roll call vote, Chairperson Hooper announced that the motion passed unanimously. He thanked Mr. Bylen for their continued investment in Rochester Hills.

Mr. Bylen thanked the Commissioners, and commented that he was not aware

until this evening that they would be the only agenda item. He thanked them for taking time out of their busy schedule to be here.

Ms. Roediger stated that the Conditional Use recommendation will most likely go to Council's August 11, 2025 meeting.

A motion was made by Neubauer, seconded by Brnabic, that this matter be Recommended for Approval to the City Council Regular Meeting. The motion carried by the following vote:

Aye 9 - Brnabic, Denstaedt, Dettloff, Gallina, Hooper, Neubauer, Hetrick, Struzik and Weaver

Resolved, in the matter of File No. PCU2025-0005 (Pine Trace Golf Course), the Planning Commission recommends to City Council Approval of the Conditional Use to allow for the construction of a new banquet, service, and clubhouse addition to the existing golf course building onsite, along with a new driveway, parking lot, and associated site improvements in the R-4 One Family Residential zoning district, based on documents received by the Planning Department on June 13, 2025 with the following findings:

Findings

1. The proposed use will promote the intent and purpose of the Zoning Ordinance.
2. The existing building and proposed conditional use have been designed and is proposed to be operated, maintained, and managed so as to be compatible, harmonious, and appropriate in appearance with the existing and planned character of the general vicinity, adjacent uses of land, and the capacity of public services and facilities affected by the use. The overall site is in excess of 100 acres and the golf course and club house have been in existence for numerous years. The proposed banquet facility will generally not overlap with golf usage and the applicant has proposed adequate parking and a new driveway alignment to accommodate vehicles entering and exiting the site.
3. The proposed renovation of the existing clubhouse building and the addition of the banquet facility will provide expanded services being sought within the greater Rochester Hills community. The proposed use at this location represents an existing City of Rochester Hills business that is already located in the City at this site and due to its success is seeking a larger, more efficient and effective building.
4. The existing development and proposed use are served adequately by essential public facilities and services, such as highways, streets, police and fire protection, water and sewer, drainage ways, and refuse disposal, particularly since the existing use of the site and building is for Pine Trace and that the proposed use of the banquet facility generally will not overlap with the primary golf course use.
5. The existing development and proposed use should not be detrimental, hazardous, or disturbing to existing or future neighboring land uses, persons, property, or the public welfare since the golf course has been in existence and operation for a number of years and the nearest residential property is over 400 feet from the proposed building or patio area.
6. The proposal will not create additional requirements at public cost for public facilities and services that will be detrimental to the economic welfare of the community.

Conditions

1. City Council approval of the Conditional Use.
2. If based on usage and parking patterns, it is determined that additional parking areas are necessary onsite, the applicant shall work with the City to develop additional parking spaces, compliant with City requirements.
3. If the intensity of the use increases, additional hours are being utilized, the use generates excessive noise that otherwise becomes nuisance to the surrounding residential properties, or the use otherwise becomes inconsistent with those presented as part of this application (etc.), City staff may require and order the conditional use approval to be remanded to the Planning Commission and City Council as necessary for reexamination of the conditional use approval.

2025-0301

Request for Site Plan Approval - PSP2025-0006 - for Pine Trace Golf Course for the construction of a new banquet, service, and clubhouse addition to the existing building onsite, including a new driveway, parking lot and associated site improvements, located at 3600 Pine Trace Blvd. and 3308 South Blvd. W., on the north side of South Blvd. and east of Adams, Parcel Nos. 15-31-400-015 and 15-31-400-016, zoned R-4 One Family Residential; Michael Bylen, Pine Trace Golf Course, Applicant

See Legislative File 2025-0300 for Discussion.

A motion was made by Neubauer, seconded by Struzik, that this matter be Approved. The motion carried by the following vote:

Aye 9 - Brnabic, Denstaedt, Dettloff, Gallina, Hooper, Neubauer, Hetrick, Struzik and Weaver

Resolved, in the matter of City File No. PSP2025-0006 (Pine Trace Golf Course), the Planning Commission approves the proposed Site Plan, to allow for the construction of a new banquet, service, and clubhouse addition to the existing golf course building onsite, along with a new driveway, parking lot, and associated site improvements in the R-4 One Family Residential zoning district, based on plans received by the Planning Department on June 13, 2025, with the following findings and subject to the following conditions:

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 via a new boulevard driveway from South Blvd. which is a major roadway and will remove the existing driveway that services the site, thereby promoting current and future safety and convenience of vehicular traffic both within the site and on adjoining streets.
3. Off-street parking areas for both the golf course and banquet use have been provided onsite with the existing parking lot area along with the proposed parking spaces to the west side of the site.
4. The proposed development and associated improvements should have a satisfactory and harmonious relationship between the development on-site, the existing development in the adjacent vicinity, and is generally consistent with the existing operations of the Pine Trace Golf Course that is currently in operation.

5. The proposed development will not have an unreasonably detrimental or injurious effect upon the existing characteristics and features on the site or those of the surrounding area.

6. The Planning Commission finds that a modification to allow existing vegetation to remain in lieu of required right-of-way landscape requirements is appropriate, given the significance of the existing vegetation onsite.

Conditions

1. Provide a landscape bond in the amount of the landscape installation cost estimation shown on the site plan (\$601,086.00), plus inspection fees, as adjusted by staff as necessary, prior to the preconstruction meeting with Engineering.

2. The applicant shall address all remaining comments and notations as depicted on the reviewed site plans (Revision #2).

2025-0302

Request for Tree Removal Permit Approval - PTP2025-0007 - for Pine Trace Golf Course to remove thirty-two (32) regulated trees and three (3) specimen trees, with forty-eight (48) replacement trees required, associated with the construction of a new banquet, service, and clubhouse additional to the existing building onsite, including a new driveway, parking lot and associated site improvements, located at 3600 Pine Trace Blvd. and 3308 South Blvd. W., on the north side of South Blvd. and east of Adams, Parcel Nos. 15-31-400-015 and 15-31-400-016, zoned R-4 One Family Residential; Michael Bylen, Pine Trace Golf Course, Applicant

See Legislative File 2025-0300 for Discussion.

A motion was made by Neubauer, seconded by Brnabic, that this matter be Approved. The motion carried by the following vote:

Aye 9 - Brnabic, Denstaedt, Dettloff, Gallina, Hooper, Neubauer, Hetrick, Struzik and Weaver

Resolved, in the matter of File No. PTP2025-0007 (Pine Trace Golf Course) the Planning Commission grants a Tree Removal Permit based on plans received by the Planning Department on June 13, 2025, with the following findings and subject to the following conditions:

Findings

1. The proposed removal and replacement of regulated trees is in conformance with the City's Tree Conservation Ordinance.

2. The applicant is proposing to remove a total of thirty-two (32) regulated trees as a part of the site development. The removal of these trees requires replacement of a total of forty-eight (48) trees.

Conditions

1. Tree protective fencing, as reviewed and approved by the City staff, shall be installed prior to temporary grade being issued by Engineering.

2. The applicant shall enter into an amended agreement with the City, no later than sixty (60) days, providing the updated number of replacement trees required, given the number of replacement trees required as a part of this application, the number of trees being

planted onsite as a part of this site plan that are in excess of Zoning Ordinance requirements, and the number of trees that have already been planted onsite to comply with the terms and conditions of the original agreement.

ANY OTHER BUSINESS

Ms. Roediger noted that they will be coordinating with the Clerk's Office relative to the Joint Meeting with City Council, but expects that it will be Monday, August 11.

NEXT MEETING DATE

- August 11, 2025, 5:30 p.m. - Joint Meeting with City Council*
- August 19, 2025, 7:00 p.m. - Regular Planning Commission Meeting*

ADJOURNMENT

Hearing no further business to come before the Planning Commission and upon motion by Neubauer, seconded by Denstaedt, Chairperson Hooper adjourned the Regular Meeting at 7:55 p.m.

*Greg Hooper, Chairperson
Rochester Hills Planning Commission*

Jennifer MacDonald, Recording Secretary