



MEMORANDUM

To: Zoning Board of Appeals
From: Kariline P. Littlebear, Zoning Administrator
Date: May 1, 2024
Re: ZBA24-09
RCOC Road Right-of-Ways at Joshua Dr & Harvey Lake Rd
11-22-280-000
Applicant: Pamela McCormick
Owner: Highland Valley Subdivision HOA

The subject area is within a R1.5 (RPUD) – Residential Planned Unit Development in the Road Commission for Oakland County (RCOC) road rights-of-way of Joshua Dr and Harvey Lake Rd.

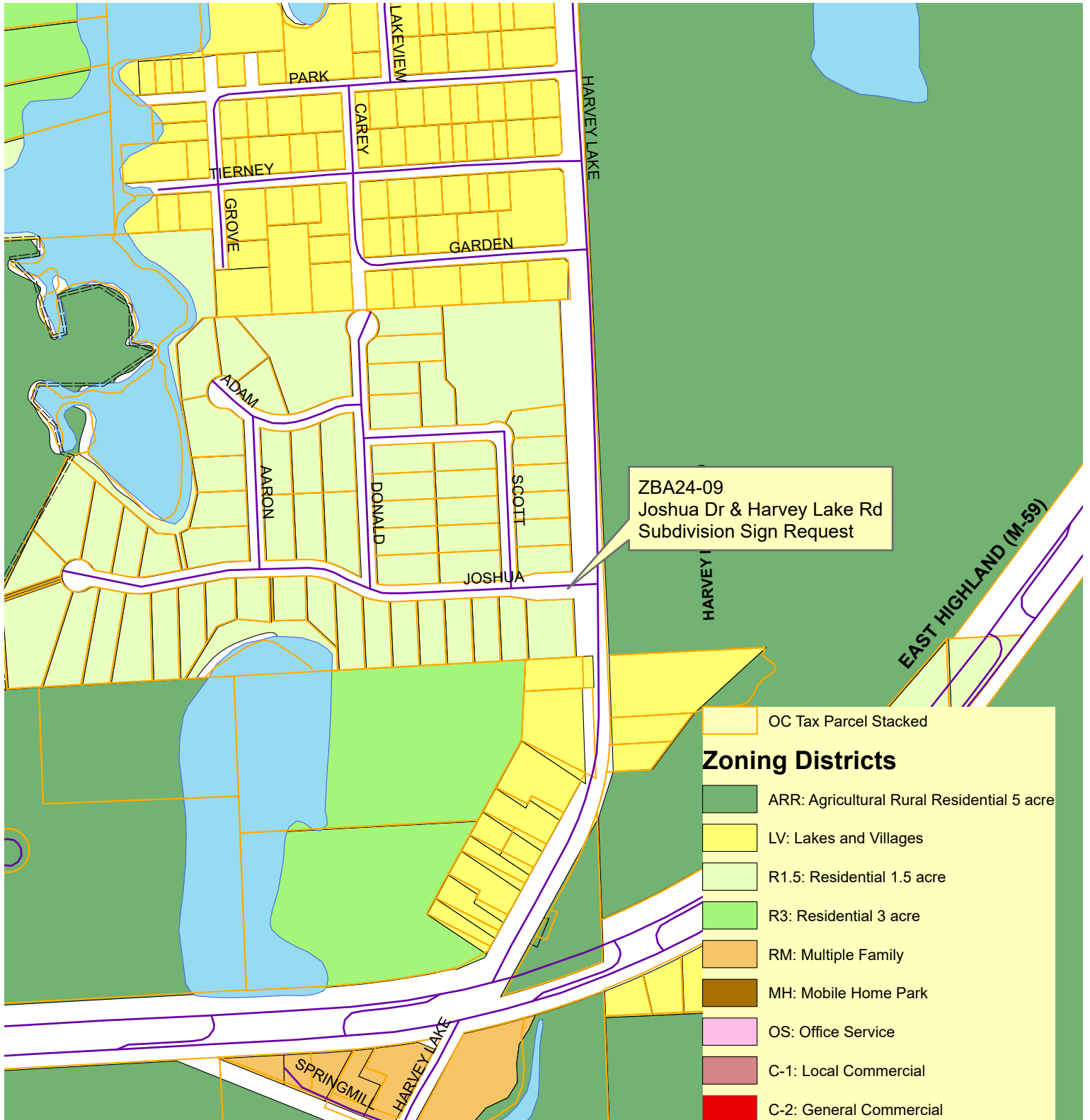
The required setbacks for a freestanding sign in R1.5 are as follows:

Road Right-of-Way: 10 feet
Maximum Height: 4 ft
Maximum Height of Decorative Elements: 6 ft
Maximum Square Feet: 32














This request is for a 10-foot variance from the required 10-foot road right-of-way setback to 0-foot provided; a 2-foot variance from the required 4-foot maximum height of sign to 6-feet provided; and a 2-foot 2-inch variance from the required 6-foot maximum height of decorative elements of a sign to 8-feet 2-inches provided for a 6-feet by 5-foot sign with 12-foot by 8-foot 2-inch decorative posts and beam. This request is for a variance from Section 14.07.I.8. and Table 14.2 of the Zoning Ordinance.

The applicant has provided a plat survey, approval from RCOC, and elevations. Staff has supplied assessing records, a zoning map, an aerial approximation of the property, and Section 14.07.I. and Table 14.2 of the Zoning Ordinance.

CHARTER TOWNSHIP OF HIGHLAND ZONING MAP



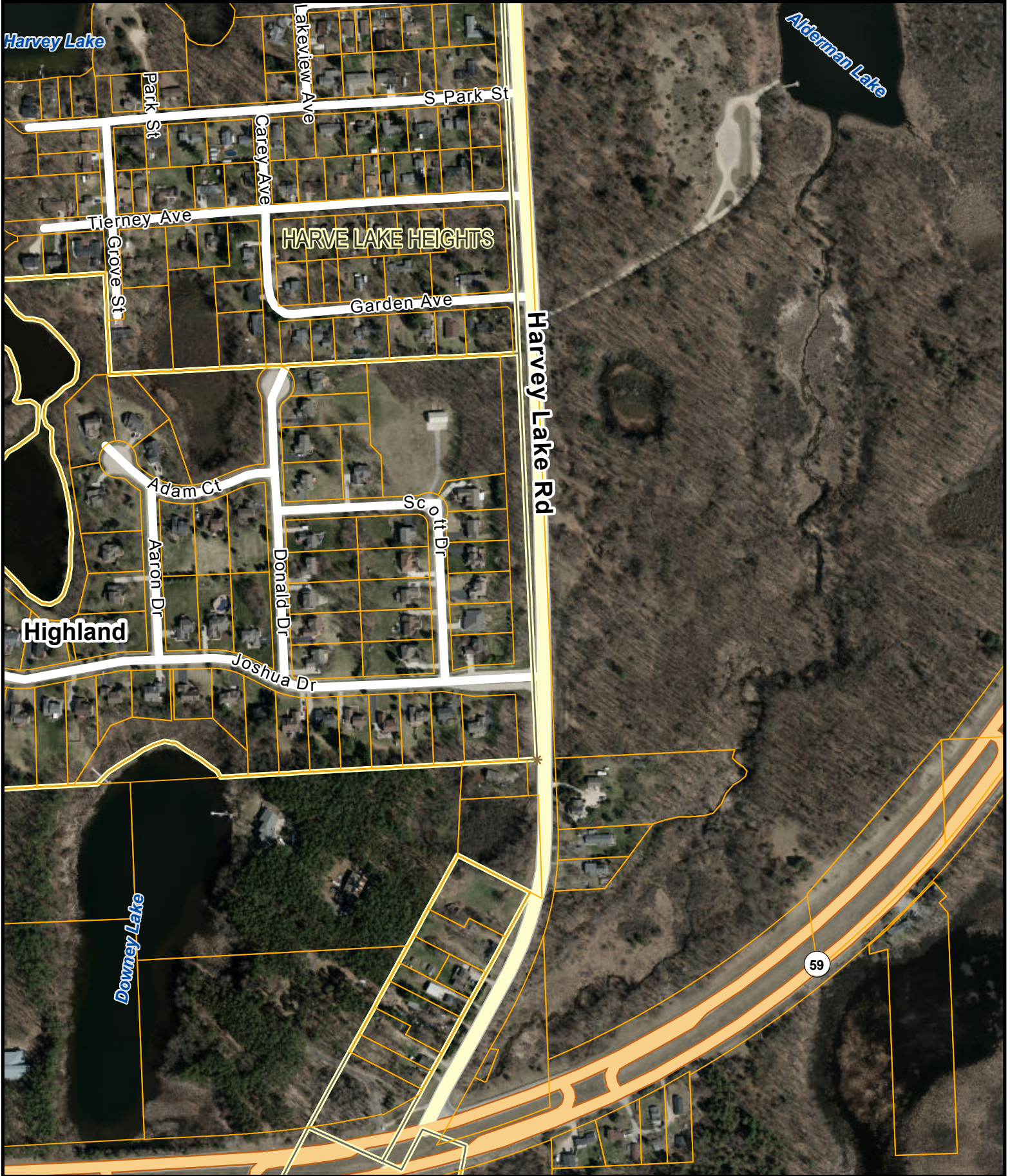
ZBA24-09
Joshua Dr & Harvey Lake Rd
Subdivision Sign Request









-  OC Tax Parcel Stacked
- Zoning Districts**
-  ARR: Agricultural Rural Residential 5 acre
-  LV: Lakes and Villages
-  R1.5: Residential 1.5 acre
-  R3: Residential 3 acre
-  RM: Multiple Family
-  MH: Mobile Home Park
-  OS: Office Service
-  C-1: Local Commercial
-  C-2: General Commercial
-  HS: Highland Station
-  TR: Technology and Research
-  IM: Industrial Manufacturing



ENACTED: November 18, 2010

Highland Valley Subdivision




-  2 Foot Contours
-  5 Foot Contours
-  FEMA Base Flood Elevations
-  FEMA Cross Sections
-  100 yr - FEMA Floodplain
-  100 yr (detailed) - FEMA Floodplain
-  500 yr - FEMA Floodplain
-  FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.


David Coulter
 Oakland County Executive

Date Created: 4/4/2024


NORTH
 1 inch = 400 feet

Highland Valley Sub Entrance



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

OAKLAND COUNTY MICHIGAN
 Economic Development & Community Affairs
David Coulter
 Oakland County Executive

Date Created: 4/4/2024

NORTH
 1 inch = 50 feet

Case # 24-09

Hearing Date 5/1/24

CHARTER TOWNSHIP OF HIGHLAND ZONING BOARD OF APPEALS
APPLICATION FOR APPEAL

APPLICANT	
NAME:	<u>Pamela McCormick, HVSHOA Rep</u>
ADDRESS:	<u>773 Adam Court</u> <u>Highland, MI 48356</u>
PHONE:	<u>810.333.6243</u>
EMAIL:	<u>epifine@gmail.com</u>

OWNER	
NAME:	<u>Highland Valley Subdivision HOA</u>
ADDRESS:	<u>Joshua Dr and Harvey Lake Rd</u> <u>Highland, MI 48356</u>
PHONE:	<u>810.3336243</u>
EMAIL:	<u>epifine@gmail.com</u>

PROPERTY ADDRESS: Highland Valley Subdivision, Joshua Drive, Highland MI 48356 ZONING: R 1.5

PROPERTY TAX ID NO: None - RCOC Right-of-Ways - Joshua Dr & Harvey Lake Rd

ORDINANCE SECTIONS BEING APPEALED: Section 14.07.I.8 and Table 14.2
Section and Table re: Freestanding signs

VARIANCES REQUESTED: 10ft variance from 10ft Road Right Of Way setback to 0ft provided; and 2ft variance from 4ft max height of sign to 6ft provided; 2ft 2 inch variance from 6ft max height of decorative elements to 8ft 2 inches provided.

DESCRIBE THE NATURE OF YOUR PRACTICAL DIFFICULTY: OCRC (Oakland County Road Commission) is no longer brushcutting/clearing and mowing summer overgrowth on Harvey Lake's Road right of way north and south of Highland Valley Subdivision entrance. This overgrowth and natural expansion of the tree growth line severely limits the visual sight of current entrance sign that was constructed in 2002. Current size and location is a definite safety issue if traveling at posted road speeds and looking for sub entrance sign without drastically reducing speed and having to take eyes off road while searching for current sign which sits too far off Harvey Lake Road to be safely and readily seen by drivers.

I certify that all required information is shown on the attached plan and included on this form. I acknowledge that by signing this application, I am granting the right of the Zoning Board of appeals members, inspectors and administrators to conduct a site inspection of the subject property. All statements are true to the best of my knowledge.

SIGNATURE OF OWNER: Highland Valley Sub HOA DATE: 3/21/24
SIGNATURE OF APPLICANT: Pamela McCormick DATE: 3/21/24
Signature of applicant must be notarized.

Subscribed and sworn to before me this 21 day of March, 2024
[Signature] Notary Public

My Commission expires
ANDREW J. CAMPBELL
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
MY COMMISSION EXPIRES 03/03/2029
Acting in the County of Oakland

APPLICATION FEE: \$275.00
Receipt# 1.059581 Date Paid 4/3/24
Received by [Signature]

Form revised 12/21/2015
S:\Planning Department New Folder\Zoning Board of Appeals\forms\ZBA Application form

CHARTER TOWNSHIP OF HIGHLAND
ZONING BOARD OF APPEALS
WORKSHEET

The worksheet is designed to help you understand the appeal process and to help you submit a complete application for review by the Zoning Board of Appeals. If you have any questions after reading this worksheet you may contact the Planning and Zoning Department for assistance.

HAVE YOU MET ALL OF THE FOLLOWING CRITERIA?

- 1) Do the characteristics of the property include exceptional narrowness, shallowness, smallness, irregular shape, topography, vegetation or other similar characteristics? If so, please describe here.

Exceptional vegetation overgrowth of both road right of way and visual sight lines north and south of

Highland Valley Subdivision's entrance has made/is making the current sign size and location

very difficult and unsafe for drivers to see while traveling down Harvey Lake Road at posted speeds.

- 2) Can the project be redesigned to meet the zoning requirements without the need for a variance?

No

- 3) Is the reason for a variance request of a personal nature? (for example: financial impact, physical and/or mental characteristics of the household members, inconvenience, etc.)

NO

4) Has the difficulty been created by the current or previous owner?

No: Reason for variance request is for the safety of the drivers looking for subdivision sign

5) Will the proposed variance be harmful to or alter the essential character of the area in which the property is located?

No: Structure of island is already in place and will accomodate size and location of sign

6) Will the proposed variance be the minimum necessary?

Yes

Signature *Pamela McQueen*

Sec. 14.07. Signs allowed by permit.

The following types of signs are permitted as specified in this Section and shall require approval from the Zoning Administrator and permits from the Building Official:

I. *Freestanding signs.*

1. All freestanding signs shall comply with the dimensional requirements in Table 14.2, Permitted Freestanding Signs.
2. Within all nonresidential zoning districts, except the Highland Station District, only one (1) freestanding sign shall be permitted per parcel.
3. Within all residential zoning districts, only one (1) freestanding sign shall be permitted as follows:
 - a. At the primary entrance for the purpose of identifying a subdivision, site condominium, multiple family development, or Mobile Home Park.
 - b. One (1) additional freestanding sign may be permitted at a secondary entrance if it is not located on the same street as the primary entrance.
 - c. Only one (1) freestanding sign shall be permitted per lot for the purpose of identifying a nonresidential special land use and permitted farming activities.
4. Within all PUD districts/developments, additional freestanding signs identifying the name of the project, or the names of sub-area(s) within the project, with distinct land use(s) may be approved, subject to the review and approval by the Planning Commission. Such signs shall be limited to forty (40) square feet and a height of eight (8) feet.
5. All freestanding signs shall meet the height and area requirements in Table 14.2, Permitted Freestanding Signs.
6. The ratio of the width to height or height to width of the sign face at the widest and highest points shall not exceed three (3) to one (1).
7. All freestanding signs shall carefully coordinate with proposed landscaping improvements and existing signs to prevent obstruction now or in the future.
8. For a freestanding sign, the sign face, its support structure and all decorative elements must be contained within one (1) theoretical rectangle of not more than one hundred (100) square feet. Decorative elements may extend two (2) feet higher than the maximum allowable sign height, provided they are still contained within the theoretical rectangle and contain no text or graphics other than the street address. The design of the sign and its placement shall be such as to not unreasonably restrict the sight lines of drivers entering or exiting the property.

Maximum height and area requirements for freestanding signs shall be applied within each zoning district according to the following schedule:
9. In addition to the allowable signage provided in Table 14.2, Permitted Freestanding Signs, one (1) gasoline price sign shall be permitted per gas station. Said sign shall not exceed twelve (12) square feet in area per side. It shall be affixed to a permanent sign structure or to a building and shall not be located closer than twenty (20) feet to any side property line. The price sign shall not be included in the total area of signage otherwise permitted. The price sign may be an electronic changeable copy sign, subject to the provisions of Section 14.07.H.2. Changeable copy signs.

TABLE 14.2. PERMITTED FREESTANDING SIGNS

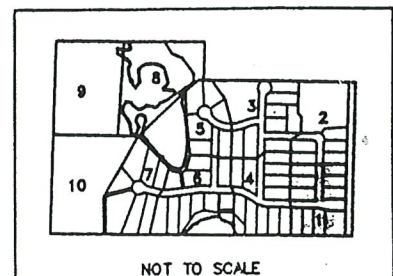
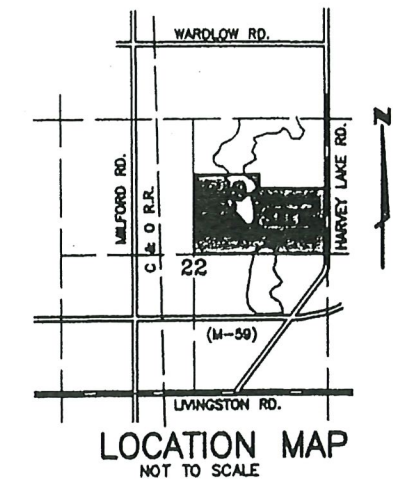
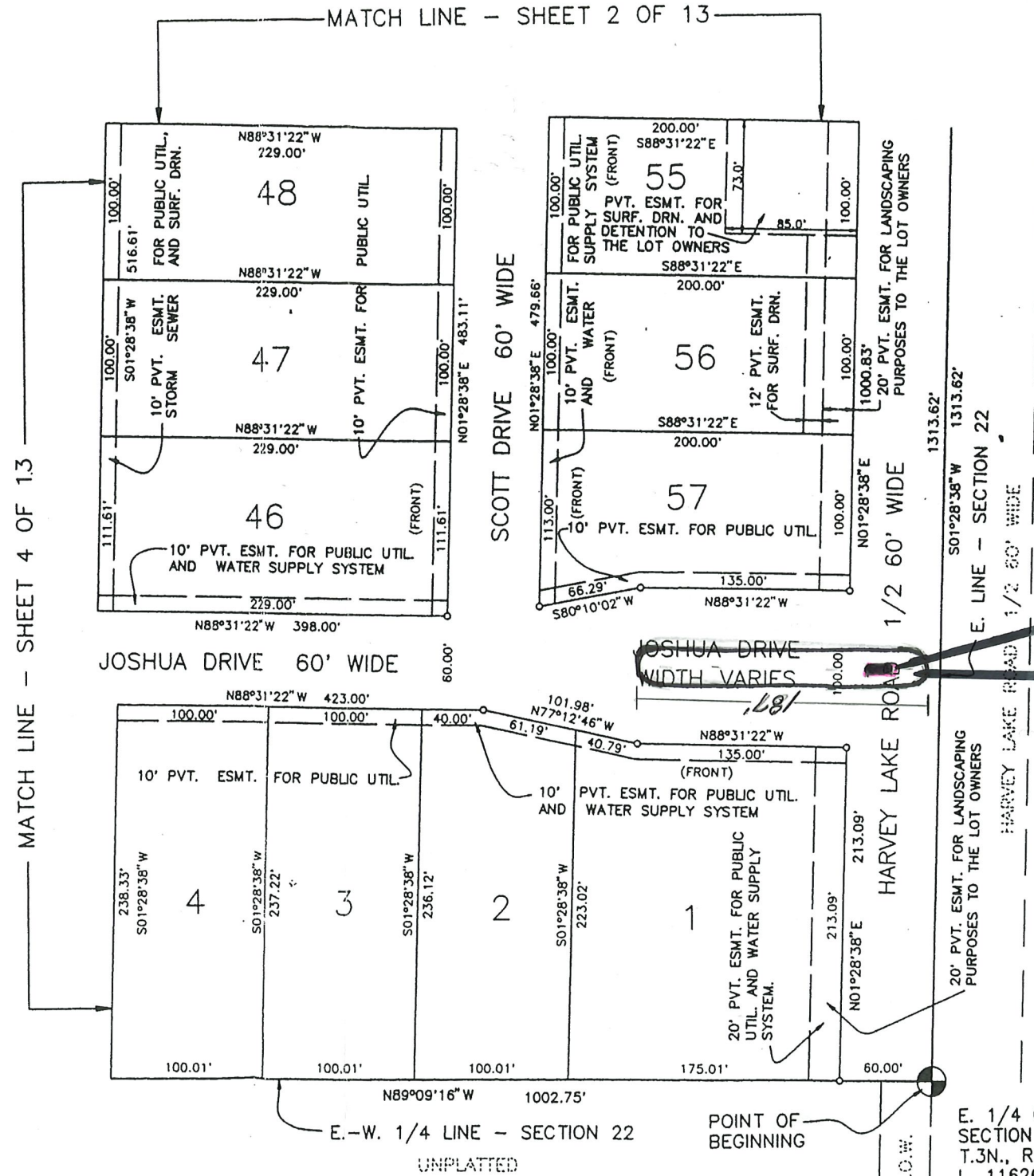
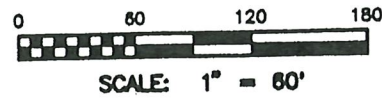
District	Maximum Height (Feet)	Maximum Area Per Face (Square Feet)	Side Lot Line Setback (Feet)	Road Right of Way Setback (Feet)
ARR Agricultural Residential District	4	32	20	10
R-3 Single Family Residential District	4	32	20	10
R-1.5 Single Family Residential District	4	32	20	10
LV Single Family Residential District	4	20	20	10
RM Multiple Family Residential District	4	32	20	10
MH Manufactured Home Park	4	32	20	10
OS Office Service District	6*	36*	20	10
C-1 Local Commercial District	6*	36*	20	10
C-2 General Commercial District	6*	36*	20	10
HS Highland Station District	See Section 9.05.H			
TR Technology and Research District	6*	36*	20	20
IM Industrial Manufacturing District	6*	36*	20	20

*Multiple Tenants, three (3) or more tenants, are allowed freestanding signs with a maximum height of eight (8) feet and a maximum area of forty (40) square feet.

HIGHLAND VALLEY SUBDIVISION

PART OF THE N.E. 1/4 OF SECTION 22, T.3N., R.7E.
HIGHLAND TOWNSHIP, OAKLAND COUNTY, MICHIGAN

LIBER 262 PAGE 31



18'4" From Bottom Edge of Island Curb.
18'x8' Sign



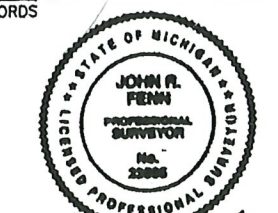
THERE SHALL BE NO DIRECT VEHICULAR ACCESS FROM LOT 1, AND LOTS 52 THRU 57 TO HARVEY LAKE ROAD.

THIS PLAT IS SUBJECT TO RESTRICTIONS AS REQUIRED BY ACT 286 OF 1967, AS AMENDED ON CERTAIN LOTS WITH RESPECT TO THE REQUIREMENTS OF THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY WHICH ARE RECORDED IN LIBER 1876, PAGES 231 THRU 245, OAKLAND COUNTY RECORDS

EXAMINED AND APPROVED
DATE Sept. 24, 1998
BY DEPARTMENT OF CONSUMER AND INDUSTRY SERVICES
BY Maynard R. Dyer
MAYNARD R. DYER, P.E.
MANAGER
SUBMISSION CONTROL UNIT

PLAT LEGEND
ALL DIMENSIONS ARE IN FEET.
ALL CURVILINEAR DIMENSIONS ARE ALONG THE ARC.
(R.) DENOTES RADIAL.
(N.R.) DENOTES NON-RADIAL.
THE SYMBOL "O" INDICATES A MONUMENT WHICH IS A 1/2" DIAMETER STEEL BAR 36" LONG, ENCASED IN 4" DIAMETER CONCRETE.
ALL LOT CORNER MARKERS ARE 1/2" DIAMETER STEEL BAR 18" LONG.
ALL BEARINGS ARE IN RELATION TO HARVEY LAKE HEIGHTS
LIBER 32, PAGE 9

Fenn & Associates Inc.
42802 Mound Road
Sterling Heights, Michigan 48314
PHONE: (810) 254-9577



SHEET 1 OF 13

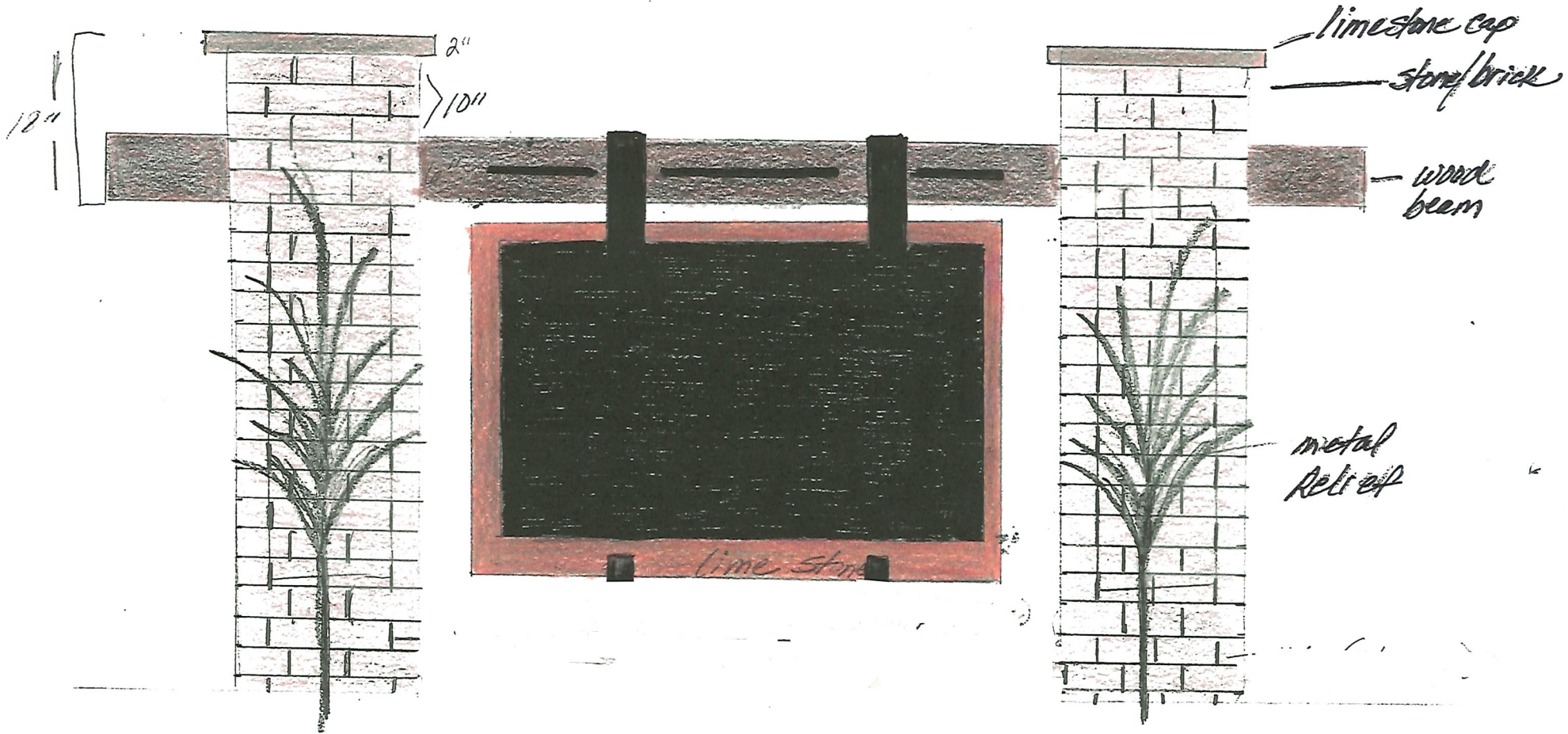
Applicant: Highland Valley Subdivision - HOA

Contact: Pam Melorini
810.333.6243



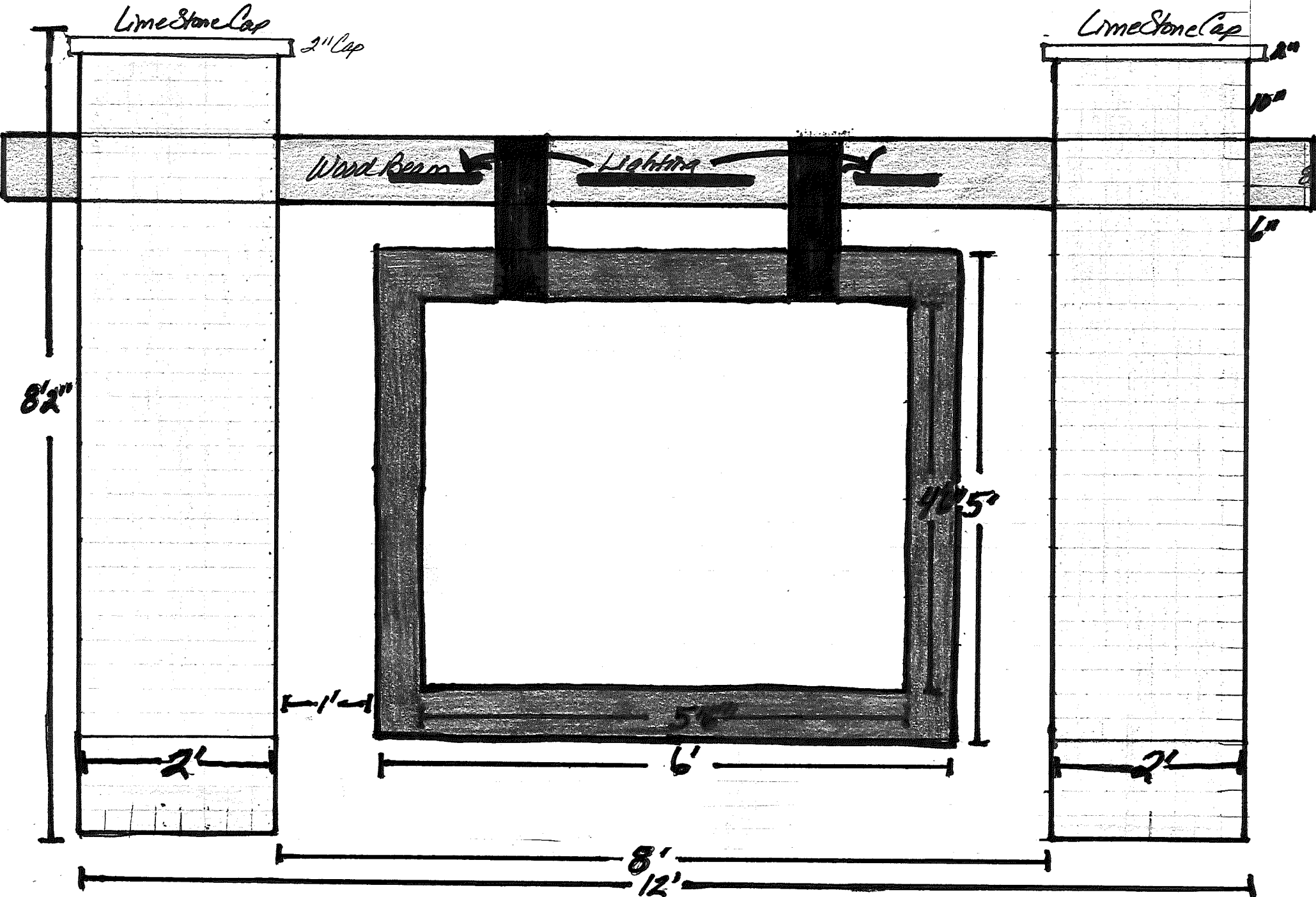
Applicant: Highland Valley Subdivision - HOA

Contact: Sam McCormick
810-333-6243



Applicant: Highland Valley Subdivision HOA

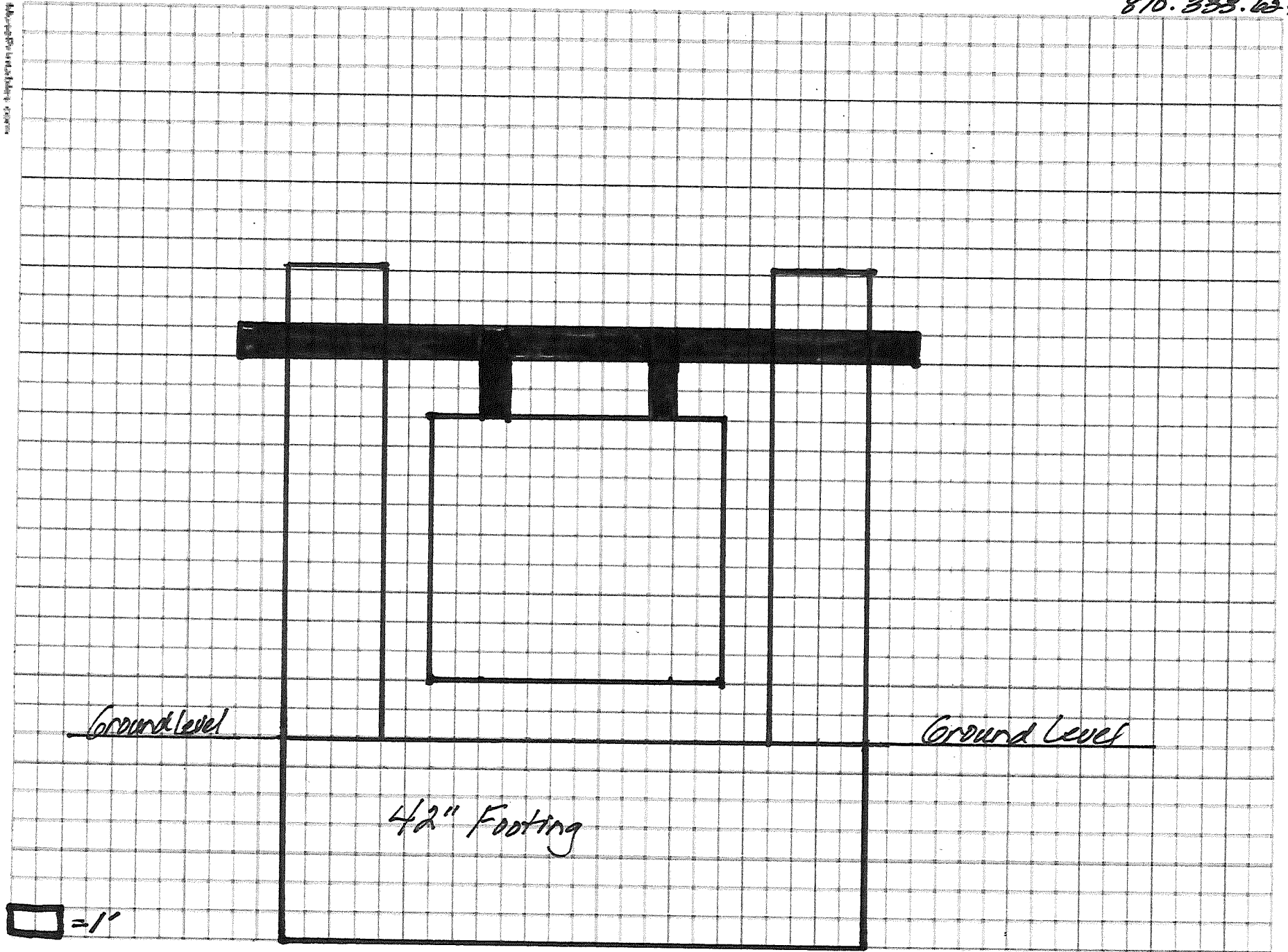
Contact: Pam McCormick
810.333.6243




Highland Valley Subdivision - HOA

Contact: Pam McCormick
810.333.6243

Highland Valley Subdivision - HOA



 = 1'
5 squares = 1'



QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Andrea LaLonde
Commissioner

Eric D. McPherson
Commissioner

Nancy Quarles
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Plotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Department of
Customer Services
Permits

2420 Pontiac Lake Road
Waterford, MI
48328

248-858-4835

www.rcocweb.org

February 16, 2024

HIGHLAND VALLEY SUBDIVISION HOA
773 ADAM CT
HIGHLAND, MI 48356

RE: Application Number 24-0256

Dear Applicant:

Your application for a permit has been approved. Prior to issuing a permit, the attached requirements must be met by you or your contractor. If the proposed work will be conducted by a contractor you hire, please provide them with the attached requirement sheet and bond form. The permit will be issued in the contractor's name.

The items required prior to permit issuance must be delivered **IN PERSON** by someone authorized to sign the permit on you or your contractor's behalf. Failure to satisfy these requests will delay permit issuance.

Thank you for your cooperation regarding this matter. If you have any questions, please feel free to the Department of Customer Services - Permits at (248) 858-4835.

Sincerely,

Scott Sintkowski, PE
Permit Engineer

Enclosures



QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Andrea LaLonde
Commissioner

Eric D. McPherson
Commissioner

Nancy Quarles
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Department of
Customer Services
Permits

2420 Pontiac Lake Road
Waterford, MI
48328

248-858-4835

www.rcocweb.org

PLEASE READ AND FOLLOW CAREFULLY

THE ENCLOSED ROAD COMMISSION FOR OAKLAND COUNTY PERMIT APPLICATION NUMBER 24-0256 HAS BEEN APPROVED.

PERMIT ISSUANCE IS CONTINGENT UPON THE FOLLOWING REQUIREMENTS BEING MET AND DELIVERED **IN PERSON** TO THE DEPARTMENT OF CUSTOMER SERVICES - PERMITS, AS THE PERMIT **MUST BE SIGNED** BY AN AUTHORIZED REPRESENTATIVE.

****CHECK REMITTER OR CREDIT CARD HOLDER, PRINCIPAL ON BOND, AND INSURED MUST ALL BE IN THE SAME NAME!****

1. CONSTRUCTION BOND AMOUNT OF: \$1,000.00

EITHER by your insurance or bonding company on enclosed **FORM 75** (must have an embossed or sticker seal and power of attorney attached); OR a cash bond using a company check, cashier's check, certified check, money order, credit card or cash.

2. FEES

A. PERMIT FEE	\$100.00
B. DEPOSIT	\$100.00
C. ESTIMATED INSPECTION FEE	\$100.00
D. PAINT FEE	\$0.00
E. SIGN FEE	\$0.00
F. SIGNAL FEE	\$0.00
TOTAL FEES DUE AT PERMIT ISSUANCE	\$300.00

3. METHOD OF PAYMENT:

COMPANY CHECK - NAME MUST BE THE SAME AS PRINCIPAL ON BOND AND NAMED INSURED

CASH - EXACT CASH ONLY, WE ARE UNABLE TO MAKE CHANGE

MONEY ORDER - BANK MUST SUPPLY COMPANY NAME AS REMITTER

CASHIERS CHECK - BANK MUST SUPPLY COMPANY NAME AS REMITTER

CERTIFIED CHECK - BANK MUST SUPPLY COMPANY NAME AS REMITTER

CREDIT CARD - PICTURE ID REQUIRED (ENHANCED ACCESS FEES APPLY)

MAKE CHECKS PAYABLE TO: Road Commission for Oakland County

4. CERTIFICATE OF INSURANCE:

A current, valid certificate of insurance on an ACORD form is required. The certificate must name "The Road Commission for Oakland County" as a certificate holder and as an **additional insured**. The insurance must include the following coverage:

General Liability Coverage

Bodily Injury and Property Damage Liability:	or: Combined Single Limit (CSL):
Each Person \$1,000,000	Aggregate \$2,000,000
Each Occurance \$1,000,000	
Aggregate \$2,000,000	

2/16/2024

Application # 24-0256

Contact:

Phone: 810-333-6243

PERMIT DESCRIPTION

The following is a permit description ONLY. It shall not be construed to be a permit and shall become valid only after the permit is acquired.

This is a permit to:

APPROVED AS NOTED ON THE PLANS

REMOVE AND REPLACE EXISTING SUBDIVISION ENTRANCE SIGN "HIGHLAND VALLEY" WITHIN JOSHUA DRIVE WEST OF HARVEY LAKE ROAD. RESTORE DISTURBED RIGHT-OF-WAY.

FIXED OBJECTS SHALL BE NO NEARER THAN 6 FEET FROM BACK OF FINISHED CURB. REMOVE OR RELOCATE EXISTING FIXED OBJECTS PRIOR TO CONSTRUCTION.

PROVIDE SUFFICIENT CORNER SIGHT DISTANCE, AS PER RCOC'S, "GUIDE TO CORNER SIGHT DISTANCE."

SUBCONTRACTORS AND ANY OTHER PARTIES WORKING ON BEHALF OF THE PERMITTEE SHALL BE MADE AWARE OF THE TERMS OF THE PERMIT, AND BE PROVIDED WITH ACCESS TO RCOC "PERMIT RULES, SPECIFICATIONS AND GUIDELINES."

PROPER SIGNING IS REQUIRED BEFORE BEGINNING WORK WITHIN THE RIGHT-OF-WAY. MAINTAIN TWO-WAY TRAFFIC AT ALL TIMES. LANE CLOSURES SHALL BE RESTRICTED TO THE HOURS OF 9 AM TO 3 PM MONDAY THROUGH FRIDAY, OR DURING DAYLIGHT HOURS ON WEEKENDS.

NOTIFY INSPECTOR OR PERMIT SUPERVISOR 48 HOURS PRIOR TO BEGINNING WORK.

All construction shall be in accordance with the attached approved plan and application on file for **HIGHLAND VALLEY SUBDIVISION HOA**.

as prepared by **HIGHLAND VALLEY SUB HOA**

and with the RCOC Supplementary Permit Specifications as follows:

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE ATTACHED APPROVED PLAN AND APPLICATION ON FILE WITH THE ROAD COMMISSION FOR OAKLAND COUNTY PERMIT RULES, SPECIFICATIONS, AND GUIDELINES DATED MARCH 14, 2013.

Light
 [Handwritten marks]



FIXED OBJECTS TO BE
 MINIMUM 6 FEET OFF
 BACK OF CURB OR 12 FEET
 OFF EDGE OF PAVEMENT

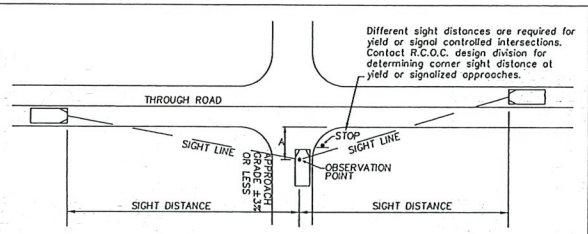
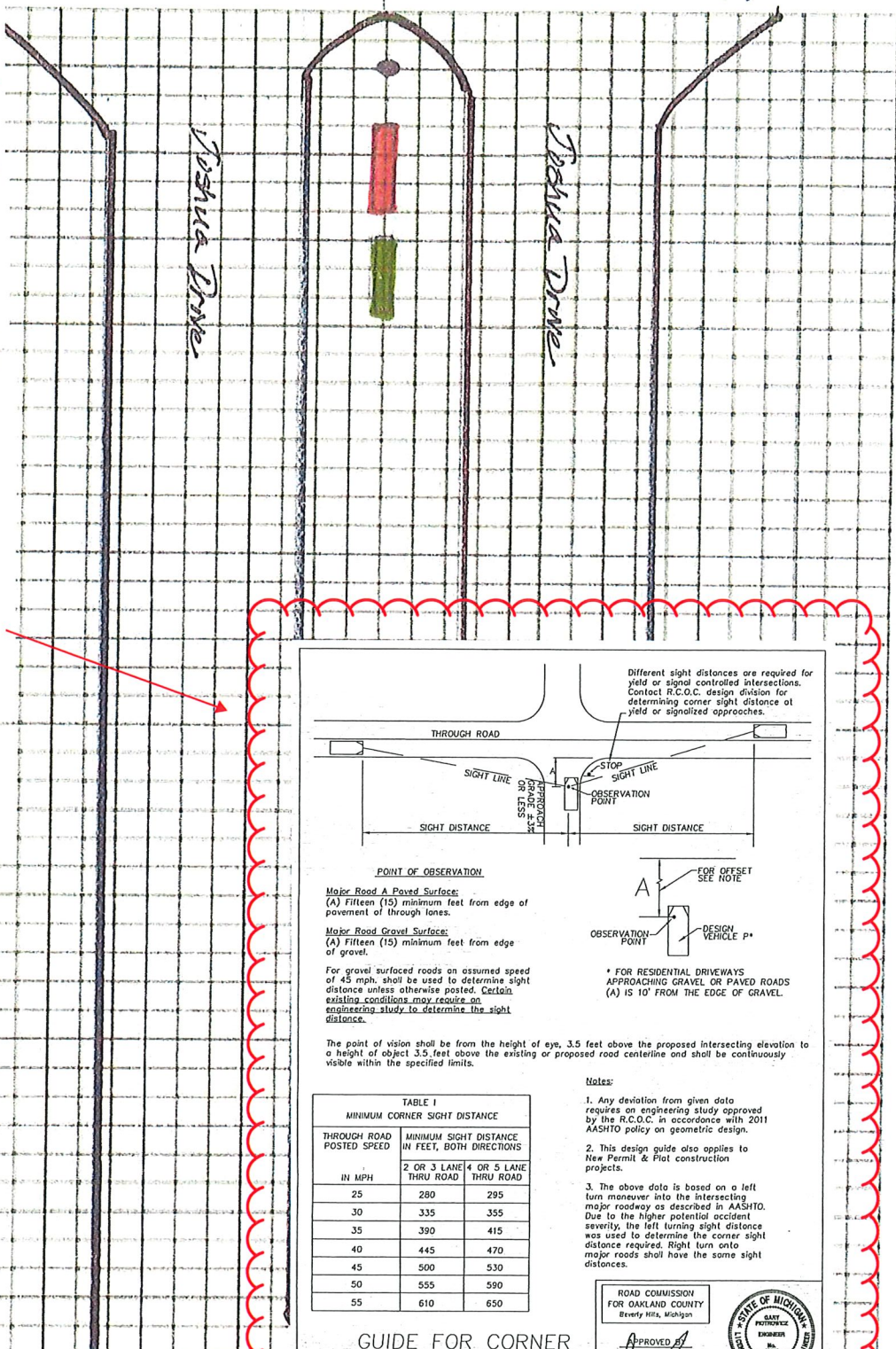
CALL INSPECTOR OR
 PERMIT SUPERVISOR
 BEFORE
 BEGINNING ANY WORK
 IN R.O.W

"PROPER SIGNING"
 IS REQUIRED BEFORE
 ANY WORK IN R.O.W.
 IS STARTED

ESTABLISH REQUIRED
 SIGHT DISTANCE
 SEE ATTACHED GUIDE

KEEP ROADS CLEAN
 OF DIRT AND DEBRIS

HAND DIG
 AROUND
 ALL UTILITIES



POINT OF OBSERVATION
 Major Road A Paved Surface:
 (A) Fifteen (15) minimum feet from edge of pavement of through lanes.
 Major Road Gravel Surface:
 (A) Fifteen (15) minimum feet from edge of gravel.
 For gravel surfaced roads on assumed speed of 45 mph, shall be used to determine sight distance unless otherwise posted. Certain existing conditions may require an engineering study to determine the sight distance.
 * FOR RESIDENTIAL DRIVEWAYS APPROACHING GRAVEL OR PAVED ROADS (A) IS 10' FROM THE EDGE OF GRAVEL

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.

**TABLE I
 MINIMUM CORNER SIGHT DISTANCE**

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

- Notes:**
- Any deviation from given data requires an engineering study approved by the R.C.O.C. in accordance with 2011 AASHTO policy on geometric design.
 - This design guide also applies to New Permit & Flat construction projects.
 - The above data is based on a left turn maneuver into the intersecting major 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.

**GUIDE FOR CORNER
 SIGHT DISTANCE**

ROAD COMMISSION FOR OAKLAND COUNTY
 Barry Hill, Michigan

APPROVED BY: [Signature] DATE: 2-26-15

GARY POTROCK, P.E., P.T.O.E.
 COUNTY HIGHWAY ENGINEER / DEPUTY MANAGING DIRECTOR

STATE OF MICHIGAN
 GARY POTROCK
 LICENSED PROFESSIONAL ENGINEER
 No. 4253

Page 1 of 1

APPROVED
 FOR CONSTRUCTION PERMIT

ROAD COMMISSION FOR OAKLAND COUNTY
 PERMITS OFFICE

BY: [Signature]

02/15/2024 3:50:42 PM

Applicant: Highland Valley Subdivision HOA

Contact: Pam McCormick
 810.333.6243