

## MEMORANDUM

**DATE:** April 4, 2016

**TO:** Chris Cheng  
Planning and Development Services

**FROM:** Nichole Woodward, P.E., Project Manager <sup>NW</sup>  
Public Services Area – Engineering Review  
nxwoodward@a2gov.org

**RE:** Balfour Senior Housing Facility  
File No. SP16-002  
Review # 3 of plans dated March 30, 2016

Based on our review, this petition **should** be scheduled for Planning Commission action, but the item noted below should be included in the staff report and **must** be addressed before the petition is approved:

1. Sheet 06 - Utility Sheet: The Sanitary Sewer Mitigation calculations require revision. Information regarding the necessary revisions has been sent to the petitioner under separate cover.

The following items have been acknowledged by the petitioner and/or require no further action at this time:

1. A *City of Ann Arbor Geodetic Reference System (AAGRS) Coordinate Transformation Worksheet* has been submitted for review and is approved. Once the site plan is approved, the applicable CAD layer information must be submitted in compliance with notes 1 – 4 on the CAD Layer Legend for Digital Data Submission sheet.
2. The City has undertaken a Water and Wastewater Capital Cost Recovery Study, which examined the charges associated with connecting to public water and sanitary sewer mains. The study has been completed, and a new fee schedule is in effect. The new capital cost recovery fee will replace existing Improvement Charges and Connection Charges. For more information on this project, contact Customer Service.
3. Water service metering shall occur at the point the service leads enter the building.
4. As the project proposes a new domestic or fire service connection, the applicant must submit a backflow prevention and metering arrangement drawing for the City to review and approve prior to the start of construction. Approval of site or construction plans by the City does not relieve the applicant of complying with City standards on backflow prevention and metering. It is the responsibility of the applicant to submit appropriate plans to the City for review when available, and no later than the start of construction.
5. Petitioner has confirmed with a note on the plans that no firewalls will be constructed.

6. Construction level details shall be reviewed at the construction plan stage, such as:
  - a. Valving.
  - b. Stationing.
  - c. Specific horizontal and vertical location of proposed utilities.
  - d. Final utility main sizing.
  - e. Sidewalk grading.
  - f. Curb & Gutter grading.
7. The petitioner has indicated that the existing 30 foot wide easement for access and egress located along the west property line of the proposed combined parcel will be vacated.
8. Petitioner has confirmed with a note on the plans that booster pumps are anticipated to be installed.
9. If footing drains for the existing buildings are connected to the sanitary sewer system, disconnection will be required in accordance with current city specifications. Footing drains removed from any existing buildings may offset required mitigation. Verification of existing footing drains shall be performed by Project Management for any building constructed in 1982 or earlier. The contact person to schedule inspection is Alison Heatley who can be reached at [aheatley@a2gov.org](mailto:aheatley@a2gov.org).
10. For the existing on-site sanitary sewer, a legal description shall be submitted electronically in Microsoft Word format, in a font size not less than 10, typed using upper and lowercase letters and using the degree symbol (°) in place of the word degree. In addition, an 8½" x11" size drawing of the site showing the proposed easement locations shall be submitted in PDF format.
11. For the proposed additional 27 feet of right-of-way along South Main Street, a legal description shall be submitted electronically in Microsoft Word format, in a font size not less than 10, typed using upper and lowercase letters and using the degree symbol (°) in place of the word degree. In addition, an 8½" x11" size drawing of the site showing the proposed easement locations shall be submitted in PDF format.
12. Capacity constraints during wet weather events have been identified in the trunkline sanitary sewers downstream from this development. Therefore, in accordance with the Development Sewage Flow Offset Mitigation Program, the flow mitigation must be performed within the appropriate Developer Offset Mitigation Zone as approved by City Council in June 2015. **This requirement shall be noted on the plans and included as a condition of the plan approval.**

AH:nw (S:\Project Management\Private Development\Comments\Balfour Senior Living Facility\Balfour Senior Housing Facility SP 2.docx)

C: Cresson S. Sloten, P.E., Systems Planning Manager (via Email)  
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