



CITY OF MADISON HEIGHTS
PLANNING COMMISSION MEETING MINUTES

September 17, 2024
Council Chambers – City Hall
300 W. 13 Mile, Madison Heights, MI 48071

1. CALL TO ORDER

Chair Champagne called the meeting of the Madison Heights Planning Commission to order at 5:30 p.m.

2. ROLL CALL

Present: Chair Josh Champagne
Mayor Roslyn Grafstein
Mayor Pro Tem Mark Bliss
Commissioner Eric Graettinger
Commissioner Cliff Oglesby
Commissioner Grant Sylvester

Also Present: City Planner Matt Lonnerstater
Assistant City Attorney Tim Burns
Business Services Coordinator Mary Daley

3. EXCUSE ABSENT MEMBERS

Motion by Commissioner Oglesby, seconded by Commissioner Graettinger to excuse Commissioners Marsh and Kalnasy.

Motion carries unanimously.

4. APPROVAL OF THE MINUTES

Motion by Commissioner Graettinger, seconded by Marsh to approve the minutes of the regular Planning Commission meeting of August 20 2024.

Motion carries unanimously.

5. PUBLIC COMMENT - For items not listed on the agenda

Chair Champagne opened the floor for public comment at 5:31p.m. Seeing none, public comment was closed at 5:31 pm.

6. PUBLIC HEARING

Madison Heights City Council adopted the new Zoning Ordinance on May 13th, 2024. Since going into effect, staff has encountered several ordinance sections that could benefit from clarification or refinement:

- Section 7.03.10 – Use Specific Standards related to Detached One-Family Dwellings
- Section 7.03.43 – Use Specific Standards related to Temporary Uses
- Section 8.03 – Accessory Buildings, Structures, and Uses [Addressed in this Memo]
- Sections 12.06 and 12.07 – Signs

Discussion: ZTA 24-01 - Accessory Buildings, Structures and Uses - Gazebos, Pergolas, and Utility Structures

The proposed amendments to section Section 8.03, addressed in the packet, were discussed and reviewed. Under the old ordinance, gazebos and pergolas were treated as accessory structures (roofed, but open on all sides) subject to the same minimum setback standards as all other accessory structures, including detached garages or sheds: five (5) feet from side/rear property lines and ten (10) feet from the principal structures.

This proposed amendment would exempt small unenclosed accessory structures such as gazebos and pergolas from the building setback requirement and allow applicants to bring the gazebos and pergolas closer to the structure and reduce the need for future variances. Staff has confirmed with the Building Official and Fire Marshal that the proposed amendments are compatible with building and fire codes.

The second part of this amendment pertains to utility structures such as a generator or HVAC unit. Current ordinance language restricts utility structures to the rear yard, with the exception that such structures may be permitted in a side yard only if enclosed by a masonry enclosure. The amendment would allow screening methods to include wood, vinyl or landscaping such as arborvitae.

Chair Champagne opened the hearing for public comment at 5:36 pm. Seeing none, the public comment portion of this hearing was closed at 5:36 pm.

Motion by Commissioner Graettinger, seconded by Commissioner Sylvester to recommend approval of Zoning Text Amendment 24-01 to City Council as presented by Staff and as written in the packet.

Motion carries unanimously.

Discussion: ZTA 24-02 - Detached One-Family Dwelling Standards – Driveways

The proposed amendments to section Section 7.03.10, addressed in the packet, were discussed and reviewed by the Commission. Planner Lonnerstater explained that the current ordinance limits driveway widths to the outer edges of the garage door. The proposed amendment extends that limit a modest additional 18 inches width (on each side) beyond the edges of the garage door. Staff proposes this would allow for the storage of larger vehicles and provide for a paved area to step out from the vehicle without compromising the general intent of the width limitation.

Chair Champagne opened the hearing for public comment at 5:39 pm. Seeing none, the public comment portion of this hearing was closed at 5:39 pm.

Motion by Commissioner Sylvester, seconded by Commissioner Oglesby to recommend approval of Zoning Text Amendment 24-02 to City Council as presented by Staff and as written in the packet.

Motion carries unanimously.

Discussion: ZTA 24-03 - Use Specific Standards related to Temporary Uses

The proposed amendments to section Section 7.03.43, addressed in the packet, were discussed and reviewed by the Commission. When the zoning ordinance was updated, it became obvious that the language was restrictive for some more active and unique events that wished to occur weekly. The current language limits properties to three (3) special events per calendar year, with a fourteen (14) day gap between events.

New language would add a “recurring event” provision to the Special Events category, allowing business owners/property owners to hold a recurring event (1-2 consecutive days each) up to a total of ten (10) days per calendar year. A recurring event could be applied for under a single special event permit, which would count toward the total number of special events allotted per year.

Motion by Commissioner Sylvester, seconded by Commissioner Graettinger to recommend approval of Zoning Text Amendment 24-03 to City Council as presented by Staff and as written in the packet.

Motion carries unanimously.

Discussion: ZTA 24-04 - Signs - Wall Sign Allowances

The proposed amendments to section Section 12.06 and 12.07, addressed in the packet, were discussed and reviewed by the Commission. In the current ordinance, the maximum allowance for signs is based on the area of the street facing façade of the business. This proposed amendment changes the language from street-facing to “primary facing.” In order to adequately allocate wall signage allowances and to avoid the need for variances, staff recommended recategorizing building facades into “primary facades” and “secondary facades.” Primary facades would include any façade that fronts a public street or any façade that serves as a main entrance to a building or tenant space, regardless of street frontage. Secondary facades would include any other façade, typically along the side or rear of a building.

Motion by Commissioner Sylvester, seconded by Commissioner Graettinger to recommend approval of Zoning Text Amendment 24-04 to City Council as presented by Staff and as written in the packet.

Motion carries unanimously.

7. PLANNER UPDATES

11 Mile Streetscape Update

Planner Lonnerstater shared an update on the 11 Mile Streetscape Plan- Main Street Placemaking Grant. On July 18th the Oakland County staff informed the city that the Board of Commissioners approved our Placemaking Grant application for a total grant request of \$313,981.50. City Council approved this plan at their meeting on August 12, 2024.

This lane reconfiguration will focus on the area John R from Lorenz. The anticipated start date is sometime next Spring.

8. PUBLIC COMMENT

Seeing no further comments, Chair Champagne adjourned the meeting at 5:57 p.m.