



**CITY OF MADISON HEIGHTS
COUNCIL CHAMBERS - CITY HALL, 300 W. 13 MILE RD.
PLANNING COMMISSION MEETING AGENDA
MAY 18, 2026 AT 5:30 PM**

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

1. Additions/Deletions

APPROVAL OF MINUTES

2. April 20th, 2026 Meeting Minutes

PUBLIC HEARING

3. Special Land Use PSP 26-02 - 27392 Park Court - Major Home Occupation (Pet Grooming)
4. Special Land Use PSP 26-03 - 32525 Stephenson Hwy. - Minor Auto Service
5. Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales

MEETING OPEN TO THE PUBLIC: Items not listed on agenda

UNFINISHED BUSINESS

NEW BUSINESS

6. Pre-Application Discussion: Costco Gas Station Modifications - 30550 Stephenson Hwy.

MEMBER UPDATES

PLANNER UPDATES

ADJOURNMENT

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: clerks@madison-heights.org at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Planning Commission Meeting
Madison Heights, Michigan
April 20, 2026

A Planning Commission Meeting was held on Monday, April 20, 2026 at 5:30 PM at Council Chambers - City Hall, 300 W. 13 Mile Rd.

CALL TO ORDER

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

ROLL CALL

PRESENT

Chair Josh Champagne
Mayor Corey Haines
City Manager Melissa Marsh
Commissioner Sean Fleming
Commissioner Ryan Fox
Commissioner Eric Graettinger
Commissioner Clifford Oglesby (arrived 5:55 pm)
Commissioner Matthew Olson
Commissioner Grant Sylvester

EXCUSE ABSENT MEMBERS

PC 26-10. Excuse Absent Members

Motion by Commissioner Fox, seconded by Commissioner Graettinger to excuse Commissioner Oglesby due to health reasons.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Haines, Commissioner Marsh, Commissioner Olson, Commissioner Sylvester

Motion carries unanimously.

APPROVAL OF AGENDA

PC 26-11. Approval of Agenda.

Motion by Fox, seconded by Graettinger to approve the agenda as written.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Haines, Commissioner Marsh, Commissioner Olson, Commissioner Sylvester

Motion carries unanimously.

APPROVAL OF MINUTES

PC 26-12. Minutes.

Motion to approve the Planning Commission meeting minutes of February 17, 2026, as printed.

Motion made by Commissioner Fox, Seconded by Commissioner Graettinger.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Haines, Commissioner Marsh, Commissioner Olson, Commissioner Sylvester

Motion carries unanimously.

PUBLIC HEARING: Rezoning Request PRZN 26-01 – 31075 John R Road [B1 to B2]

City Planner Lonnerstater reviewed the staff report for a request from **Smokin Bear Tobacco** to rezone the property at 31075 John R Road from B-1 (Neighborhood Business) to B-2 (Community Business).

STAFF ANALYSIS: The applicant seeks to operate a tobacco and smoke shop, a use permitted in B-2 but not B-1. A previous Certificate of Occupancy application was denied for zoning non-compliance and that decision was upheld by the Zoning Board of Appeals in January. Planner Lonnerstater noted that even if rezoned, a variance would be required because the site is 60 feet from the Civic Center/City Hall property, failing the 200-foot separation standard from Community Centers and Parks. Staff highlighted that B-2 allows more intensive uses like auto repair and drive-thrus, and the Future Land Use designation is Office, which aligns with neither district. For clarification, a tobacco shop is defined as a store *primarily* selling tobacco products; ancillary sales (like those in a gas station) are permitted in B-1.

Planner Lonnerstater reviewed the use specific standards for tobacco/smoke shops, the map amendment rezoning review standards, and zoning and land use considerations as detailed in the packet. He especially noted #6 in the rezoning review standards states that if a rezoning is requested to allow for a specific use, rezoning the land is considered to be more appropriate than amending the list of permitted or special land uses in the current zoning district to allow the use.

APPLICANT PRESENTATION: Attorney Rich Sulaka and owner Matthew Abro spoke on behalf of the Smokin Bear Tobacco. They noted a vape store operated at the site previously and that significant investment had been made in the build-out. Mr. Abro clarified the store sells nicotine-based vapes, glass pipes, and whippets (inhalants), but does not sell THC. It was also noted that Smokin' Bear Tobacco currently has another location on Dequindre and 12 Mile.

COMMISSION DISCUSSION: Mayor Haines expressed concern that a B-2 rezoning would allow for banquet halls, bars, and firearm retail adjacent to a park where children are present. Additional concerns revolved around the distance of the site is 60 feet from the Civic Center/City Hall property, failing the 200-foot separation standard from Community Centers and Parks.

Attorney Sulaka requested the commission postpone the matter to allow the applicant to explore a rezoning with conditions to restrict certain B-2 uses.

PC 26-13. Postponement of PRZN #26-01.

Motion to postpone case PRZN #26-01 per the applicant's request until the next meeting that can fulfill state noticing requirements, for the purpose of potentially seeing the request converted into a rezoning with conditions.

Motion made by Commissioner Fox, Seconded by Commissioner Oglesby.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Oglesby, Commissioner Sylvester

Voting Nay: Commissioner Haines, Commissioner Olson
Motion carries.

NEW BUSINESS

Street Right-of-Way Vacation Request PEE # 26-01 - GWK/WRC - Unimproved Rights-of-Way

Planner Lonnerstater reviewed a request to vacate six "paper only" street rights-of-way (Red Run Boulevard, Jared Avenue, Osman Avenue, Delton Avenue, Woodside Avenue, and Parkdale Avenue) platted in the 1920s within the **Red Oaks Golf Course**. The underlying property is owned by the George W Kuhn Drainage District/Oakland County Water Resources Commission.

PC 26-14. Street Right-of-Way Vacation Request PEE # 26-01 - GWK/WRC - Unimproved Rights-of-Way

Motion by Commissioner Haines, seconded by Commissioner Olson to move that the Planning Commission hereby recommends that City Council approve street vacation request # PEE 26 - 01 to vacate the following unimproved rights-of-way located within the platted Northeastern Highway Subdivision No. 1 and North Acres Subdivision, and as reflected within the attachments to the staff report:

Red Run Boulevard (ROW width 120 ft.)
Girard Avenue (86 ft.)
Osmun Avenue (50 ft.)
Delton Avenue (50 ft.)
Woodside Avenue (50 ft.)
Parkdale Avenue (60 ft.)

These streets shall be vacated with the following conditions:

- 1) Public utility easements shall be dedicated and recorded over the vacated rights-of-way, where necessary, benefitting the City of Madison Heights, Oakland County WRC, utility companies, and/or any other party for underground facilities such as water, sanitary sewer, and natural gas lines, drainage structures, and overhead facilities such as power lines and communication infrastructure.
- 2) Prior to formal approval of the right-of-way vacations, the applicant shall coordinate with all remaining utility companies with facilities in the existing unimproved streets regarding necessary easements or facility relocation. Correspondence from such companies shall be provided to the City Planner prior to final City Council action.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Haines, Commissioner Marsh, Commissioner Oglesby, Commissioner Olson, Commissioner Sylvester

MEMBER UPDATES

Commissioner Fox – American Planning Association meeting in Detroit and invites the Planning Commission members to attend if they can.

PLANNER UPDATES

Planner Lonnerstater also spoke about the exciting weekend ahead as Detroit hosts the American Planning Association.

The Master Plan update is underway. The steering committee has met a few times and are working on a draft within the next several months.

ADJOURNMENT

Seeing no further comments, Chair Champagne adjourned the meeting at 6:53 p.m.



MEMORANDUM

Date: May 13th, 2026
To: City of Madison Heights Planning Commission (May 18th, 2026 Meeting)
From: Matt Lonnerstater, AICP – City Planner
Subject: Special Land Use Request PSP 26-02– 27392 Park Court – Major Home Occupation [Pet Grooming]

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 6

Introduction

The applicant and resident at the property, Lisa G. Barnett, requests Special Land Use approval from the Planning Commission and City Council under Section 15.05 of the Madison Heights Zoning Ordinance to operate a Major Home Occupation (pet grooming business) out of her home at 27392 Park Court, zoned R-3, One-Family Residential; tax parcel # 44-25-13-4520-010. The property, consisting of a single-family house and a detached garage, is located on the east side of Park Court, north of East University Avenue.

Project Details

The applicant has provided a project narrative and scope of work for the proposed pet grooming business, summarized below:

- Pet grooming service for small/medium-sized dogs.
- One employee (applicant), with services provided on a one-on-one, appointment-only basis.
- Appointments will take place in the morning/early afternoon hours.
- All grooming activities to take place inside the house, with occasional use of the backyard to allow pets to relieve themselves.
- Clients will be instructed to park in the driveway for drop-off and pick-up.

27392 Park Court



Home Occupation Details

Home occupations are defined in the Zoning Ordinance (Section 2.01) as, “a business, business activity, profession, occupation, or trade activity operating within a dwelling unit by the resident(s), subject to the conditions and limitations of the Zoning Ordinance.”

Home occupations are further divided into “minor” and “major” classifications. A Major Home Occupation is defined as, “a home occupation that may be evident to the surrounding area and/or involve the resident utilizing an accessory building or outdoor areas for operations and/or being the type of occupation which involves routine client or non-resident visits to the home.”

As the proposed pet grooming business involves routine client visits to the home and involves pets occasionally using the backyard, staff has classified the proposed use as a Major Home Occupation. Major Home Occupations require Special Land Use approval and are subject to use-specific standards.

Use-Specific Standards for Major Home Occupations.

Home occupations are subject to the use-specific zoning standards set forth in **Section 7.03.18** of the Zoning Ordinance, listed below:

- (1) *The operation of the Major Home Occupation shall be conducted within the Dwelling Unit, attached or detached accessory building, or rear yard.*
- (2) *The Major Home Occupation shall be conducted by the person or persons occupying the structure as their principal residence and up to two (2) non-resident employees. Additional employees may meet at the residence solely for purposes of receiving instructions regarding work to be conducted at another site or collection of equipment or materials necessary for their work at another site, or documents relating to their employment.*
- (3) *One off-street parking space per employee is required in addition to the minimum required for the principal residential use. On-street parking shall not be counted toward required parking spaces.*
- (4) *The Major Home Occupation shall not create negative impacts on surrounding residential property. No nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases, or matters at any time. No mechanical, electrical, or similar machinery equipment, other than that used for residential purposes, shall be utilized in the Major Home Occupation.*
- (5) *The floor area dedicated to the Major Home Occupation shall not exceed 35% of the Gross Floor Area of the dwelling unit.*
- (6) *Retail sales of goods must be entirely accessory to any service provided on the site, except for merchandise crafted on-site.*
- (7) *Outside storage shall be located in the rear yard and must be fully screened from surrounding properties by an opaque fence.*
- (8) *Customer or client business-related visits, deliveries, and non-resident employee arrivals and departures shall occur between 8:00 a.m. and 8:00 p.m.*
- (9) *No signage shall be permitted, except where specifically required by law.*
- (10) *No display of any kind shall be visible from the exterior of the premises.*

(11) Major Home Occupations shall not include the sales and/or service of weapons, guns, ammunition, fireworks, or any components thereof, nor a regulated use as regulated in Section 5.03.

(12) In addition to Special Land Use approval in accordance with Section 15.05, a Certificate of Occupancy shall be required for Major Home Occupations in accordance with Section 15.03.

The proposed pet grooming business appears to satisfy these use-specific standards. However, should the Planning Commission move to recommend approval of the Special Land Use, staff advises that all of the use-specific standards of Section 7.03.18 be incorporated and referenced as a condition of approval.

Site Analysis

Existing Zoning and Land Use

The table below denotes existing adjacent land uses and zoning designations.

	Existing Land Use	Existing Zoning
Site	Single-Family Residential	R-3, One-Family Residential
North	Single-Family Residential	R-3, One-Family Residential
South	Single-Family Residential	R-3, One-Family Residential
East	Single-Family Residential	R-3, One-Family Residential
West	Single-Family Residential	R-3, One-Family Residential

The residential property is 0.13 acres (5,600 sq. ft.) in size and is located mid-block within a single-family residential neighborhood. The property is improved with a single-family house and a detached garage which is accessed via a ribbon-style driveway. Per the Madison Heights Zoning Ordinance, the R-3 zoning district is “designed to provide for one-family dwelling sites and residentially-related uses in keeping with the Master Plan of residential development in the City of Madison Heights.”

Future Land Use and Master Plan

The table below denotes adjacent future land use designations as contained within the 2021 Madison Heights Master Plan.

	Future Land Use
Site	Single-Family Residential
North	Single-Family Residential
South	Single-Family Residential
East	Single-Family Residential
West	Single-Family Residential

The future land use designation of the subject site is *Single-Family Residential*.

The Planning Commission should consider the following Goals & Objectives of the 2021 Madison Heights Master Plan as part of this Special Land Use request:

Housing

- Ensure that infill and redeveloped residential properties are compatible with the surrounding area and adjacent parcels.
- Support neighborhoods by improving walkability and access goods and services.

Special Land Use Criteria

Requests for Special Land Use approval are subject to processes and review standards contained in Section 15.05. A public hearing is required in front of the Planning Commission, after which the Planning Commission may make a recommendation to City Council. After receiving a recommendation from the Planning Commission, City Council has the authority to take final action on Special Land Use requests.

In making a recommendation to City Council, the Planning Commission shall consider the Special Land Use review standards contained in Section 15.05.3 and incorporate them into any motion of approval or denial:

- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
- B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
- C. The Special Land Use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;
 - (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
- E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
 - (1) Reduction in the number of ingress/egress points through elimination, minimization, and/or consolidation of drives and/or curb cuts;
 - (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 - (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
 - (4) Adequacy of sight distances;
 - (5) Location and access of off-street parking;
 - (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.
- F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.

In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of the Zoning Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of

accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.

Staff Analysis

In deliberating the proposed pet grooming business, staff recommends that the Planning Commission focus on the impacts to the residential neighborhood and the applicant's ability to meet the use-specific standards for Major Home Occupations (Section 7.03.18). Staff finds that the proposed use, as described in the project narrative, generally satisfies the use-specific standards, but suggests that the following be placed as conditions of Special Land Use approval, if granted:

- 1) The pet grooming business shall at all times comply with the use-specific standards for Major Home Occupations, Section 7.03.18, as effective on the date of this approval, which shall be attached to the record of the Special Land Use approval.
- 2) Client appointments shall be limited to one at a time and shall occur between the hours of 8:00 a.m. and 8:00 p.m.
- 3) No overnight pet boarding shall be permitted.
- 4) A minimum of one (1) parking space shall be provided for clients on the residential driveway. Vehicles shall not overhang the public sidewalk.

Next Step

After the public hearing and discussion, the Planning Commission may take action on the requested Special Land Use in the form of a recommendation to City Council. Any motion shall include concise findings based upon the Special Land Use review standards and criteria, Section 15.03.3. Per Section 15.05, the Planning Commission alternatively may postpone action on a Special Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

Template motions are provided on the following page.

Attachments

- **Special Land Use Application - PSP #26-02**
- **Associated Maps**
- **Section 3.07 – R1 One-Family Residential District**
- **Section 7.03.18 – Use-Specific Standards for Major Home Occupations**
- **Section 15.05 – Special Land Use Review**

Template Motion, Findings and Conditions

Staff offers the following motions as a suggested template and guide for the Planning Commission's consideration. The Planning Commission may provide additional detailed findings, as needed, to substantiate any motion for approval or denial.

APPROVAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **APPROVE** SPECIAL LAND USE REQUEST NUMBER PSP 26-02 FOR A MAJOR HOME OCCUPATION IN THE FORM OF A PET GROOMING BUSINESS AT 27392 PARK COURT BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a pet grooming Major Home Occupation at 27392 Park Court.
2. The Planning Commission held a public hearing for PSP 26-02 at their May 18th, 2026 meeting.
3. The proposed pet grooming Major Home Occupation use is consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent residential land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the R-3, One-Family Residential district
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Single-Family Residential future land use classification.
4. The use satisfies the use-specific standards for Major Auto Repair and Service facilities as contained in Section 7.03.18 – Use-Specific Standards for Major Home Occupations - as contained in Section 7.03.3 of the Madison Heights Zoning Ordinance.

APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS**

- 1) The pet grooming business shall at all times comply with the use-specific standards for Major Home Occupations, Section 7.03.18, as effective on the date of this approval, which shall be attached to the record of the Special Land Use approval.
- 2) Client appointments shall be limited to one at a time and shall occur between the hours of 8:00 a.m. and 8:00 p.m.
- 3) No overnight pet boarding shall be permitted.
- 4) A minimum of one (1) parking space shall be provided for clients on the residential driveway. Vehicles shall not overhang the public sidewalk.

DENIAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **DENY** SPECIAL LAND USE REQUEST NUMBER PSP 26-02 FOR A MAJOR HOME OCCUPATION IN THE FORM OF A PET GROOMING BUSINESS AT 27392 PARK COURT BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a pet grooming Major Home Occupation at 27392 Park Court.
2. The Planning Commission held a public hearing for PSP 26-02 at their May 18th, 2026 meeting.
3. The proposed pet grooming Major Home Occupation use is not consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is not designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The Special Land Use will involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
 - c. The use is incompatible with the surrounding properties, neighborhood, and vicinity in the following manners: [LIST ANY THAT APPLY]
 - i. Location of use(s) on site;
 - ii. Height of all improvements and structures;
 - iii. Adjacent conforming land uses;
 - iv. Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - v. Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
4. Ingress/egress to the use is not controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses.
5. The use is not consistent with the intent and purpose of the R-3 zoning district in which it is proposed.
6. The use does not satisfy the use-specific standards for Major Home Occupations as contained in Section 7.03.18 of the Zoning Ordinance [LIST ANY THAT APPLY].

May 18th



CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
SPECIAL LAND USE APPLICATION

I. APPLICANT INFORMATION

Applicant Lisa G. Barnett
Applicant Address 27392 Park Ct.
City Madison Heights State MI ZIP 48071
Interest in Property (owner, tenant, option, etc.) Spouse of owner
Contact Person Lisa Barnett
Telephone Number [Redacted] Email Address [Redacted]

II. PROPERTY INFORMATION

Property Address 27392 Park Ct.
Tax ID 44-25-13-452-010 Zoning District R-3
Owner Name (if different than applicant) Derik Smith
Address 27392 Park Ct
City Madison Heights State MI Zip 48071
Telephone Number [Redacted] Email Address [Redacted]

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name _____ Company _____
Address _____
City _____ State _____ Zip _____
Telephone Number _____ Email Address _____



IV. PROJECT NAME

Sassy's Pet Parlour

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

See Attachment

Required Attachments:

- Project Narrative:** Written description of the nature of the proposed use(s), including: products or services to be provided; activities to be conducted inside and outside the building; types of equipment to be used; hours of operation; number of employees; expected levels/ types of vehicular traffic coming to and from the site; other information.
- Conceptual Site Plan and Floor Plan:** Conceptual plans containing minimum information listed in **Section 15.05** of Zoning Ordinance (refer to checklist, attached)
- Review Standards Response Form** (attached)

VI. APPLICANT CERTIFICATION

I (we) the undersigned do hereby apply to the City of Madison Heights for review and approval of the above-described Special Land Use application. Applicant(s) and the property owner(s) do hereby consent to city staff to assess the property for purposes of evaluating the site for requested action(s).

Printed Name Lisa Barnett Signature [Signature] Date 3/16/2026

VII. PROPERTY OWNER CERTIFICATION

IF YOU ARE NOT THE PROPERTY OWNER, YOU MUST HAVE THE PROPERTY OWNER PROVIDE A NOTARIZED SIGNATURE, BELOW, OR PROVIDE A NOTARIZED LETTER OF AUTHORIZATION OR NOTARIZED POWER OF ATTORNEY AUTHORIZING YOU TO ACT ON THEIR BEHALF.

Printed Name Derik Smith Signature [Signature] Date 3/16/2026

Notary for Property Owner:

Subscribed and sworn before me, this 16th day of March, 2026

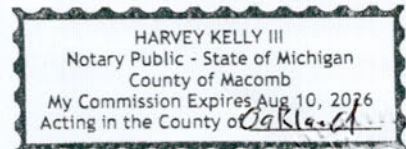
A Notary Public in and for Macomb County, Michigan.

Notary Name (Print): Harvey Kelly

Notary Signature: [Signature]

My Commission Expires: 8-10-26

Notary Stamp



STAFF USE ONLY

[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE (\$750): \$250

SPECIAL LAND USE NO.: PSP # _____

DATE APPLICATION RECEIVED: _____

RECEIVED BY: _____

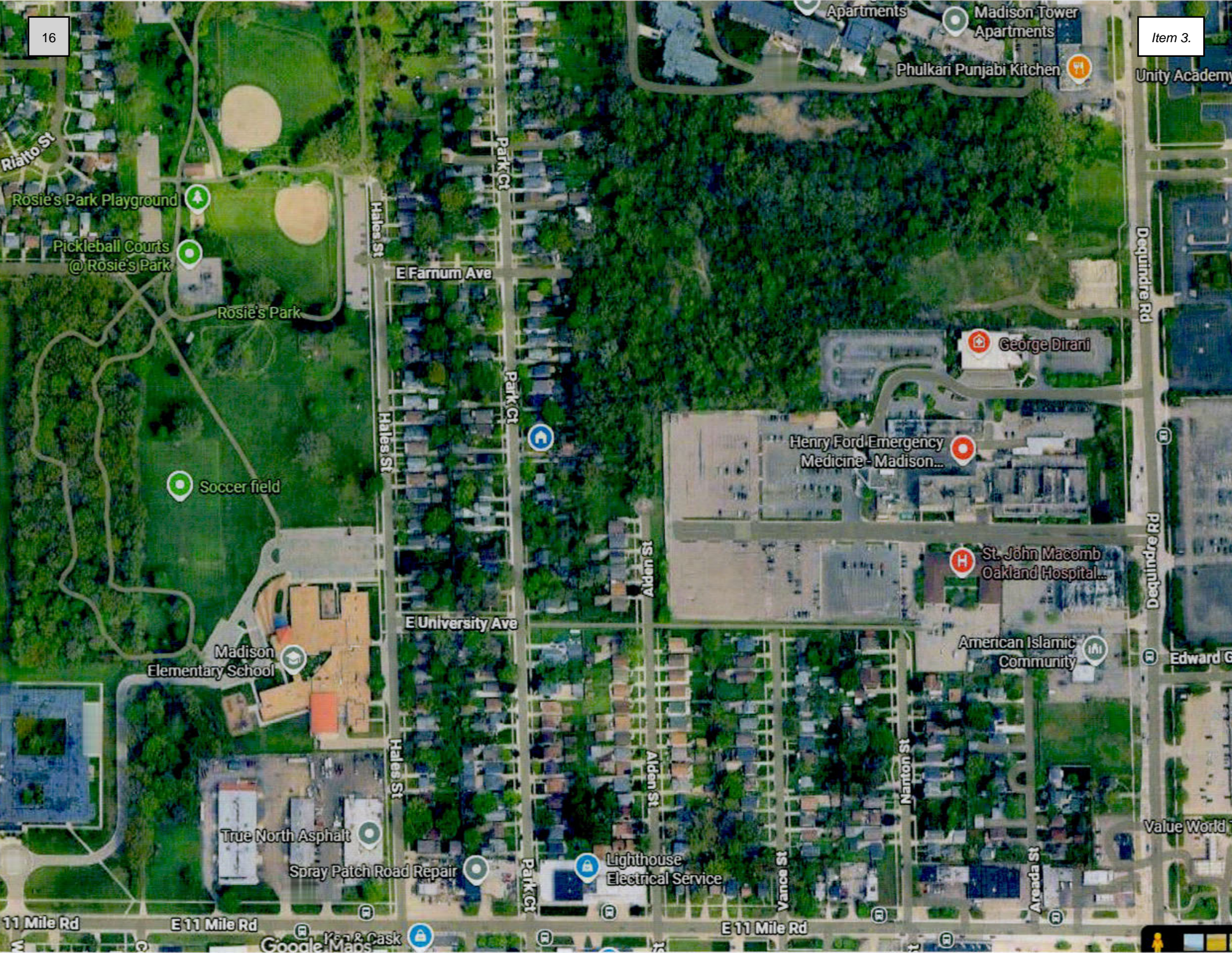


V. PROJECT DESCRIPTION AND SCOPE OF WORK:

- **Project Narrative:** One-on-one pet grooming services, to be performed by a single individual, on an appointment-only basis to ensure minimal traffic. Offering a calm, low-volume, stress-free environment for small-medium dogs. All aspects of services will be performed within designated space in basement of the home. Hours of operation will take place in the morning/early afternoon hours. Animals will remain inside of the home with the exception of relieving themselves in the fenced-in backyard and drop-off/pick-up by owners. Waste is to be bagged up and discarded immediately. Standard pet-grooming equipment will be utilized, including shampoos, dryers, brushes/combs, shears, and clippers.

Special Land Use: Response Form Items.

- **A-** Professional pet grooming safety procedures includes having a secure gate to allow pet access to and from my property, driveway /pathway is free of snow, ice, and debris, and ensuring that all equipment is clean and in working order. Clients will be instructed to use the walk-way along the south side of the home and wait at the back gate. From there, I will retrieve the dogs and promptly take them to the basement where services will take place. Multiple barriers are in place to ensure pet escapes will not happen.
- **B-** In consideration for the environment and conservation of natural resources, the products used (such as shampoo and conditioner) will be supplied from companies who use natural, organic, human-grade ingredients. The resources to be used are water for rinsing and electricity for drying and lights, which will be promptly turned off when no longer in use.
- **C-** Service-related traffic will be limited to clients using our driveway for brief vehicle parking during pet drop-off and pick-up. We also have available street parking on an as-needed basis. Appointments are performed one client at a time to reduce foot-traffic. The dryer to be used emits a noise volume similar to that of a common household vacuum cleaner. The adjacent backyard is fully fenced in and secure to prevent the escape of pets. Pet owners will also be instructed to bring their dogs to the yard on a leash to further reduce the possibility of an escape.
- **D-** In the photos provided, I've included 2 aerial images of my property showing the proximity to my neighbors and nearby intersections as well as main roads. I've also included images of my property and the path a client will take along the side of my home to get to my walk-out basement, where the services will be provided. No modifications will be made to the property.
- **E-** My residence is served by a single driveway. Clients will be instructed to avoid blocking sidewalks and will be given ample parking space to do so.



Rosie's Park Playground

Pickleball Courts @ Rosie's Park

Rosie's Park

Soccer field

Madison Elementary School

True North Asphalt

Spray Patch Road Repair

Lighthouse Electrical Service

Apartments

Madison Tower Apartments

Phulkari Punjabi Kitchen

Unity Academy

E Farnum Ave

E University Ave

E 11 Mile Rd

E 11 Mile Rd

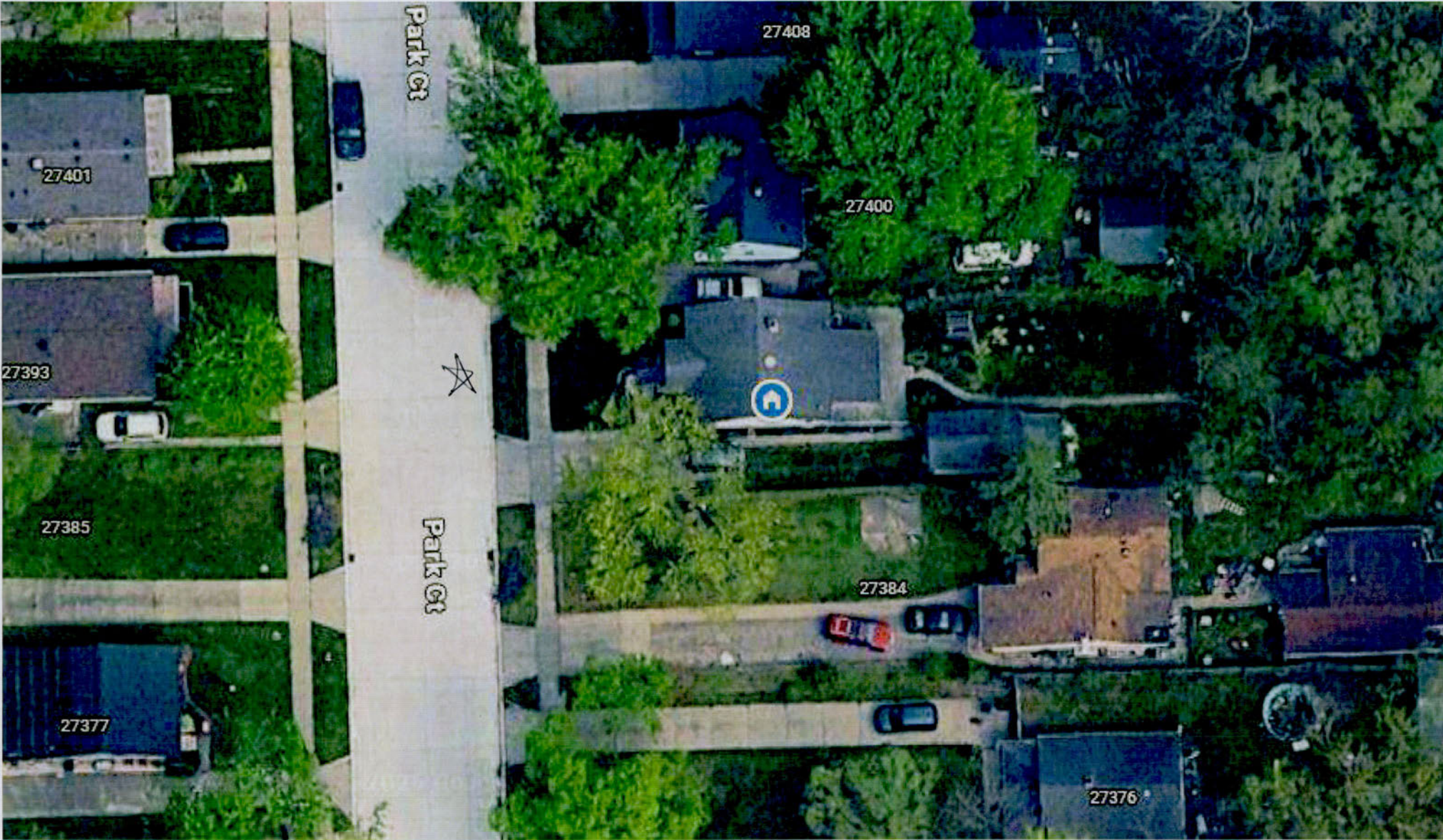
11 Mile Rd

Google Maps

Yen & Cask

Edward G

Value World T

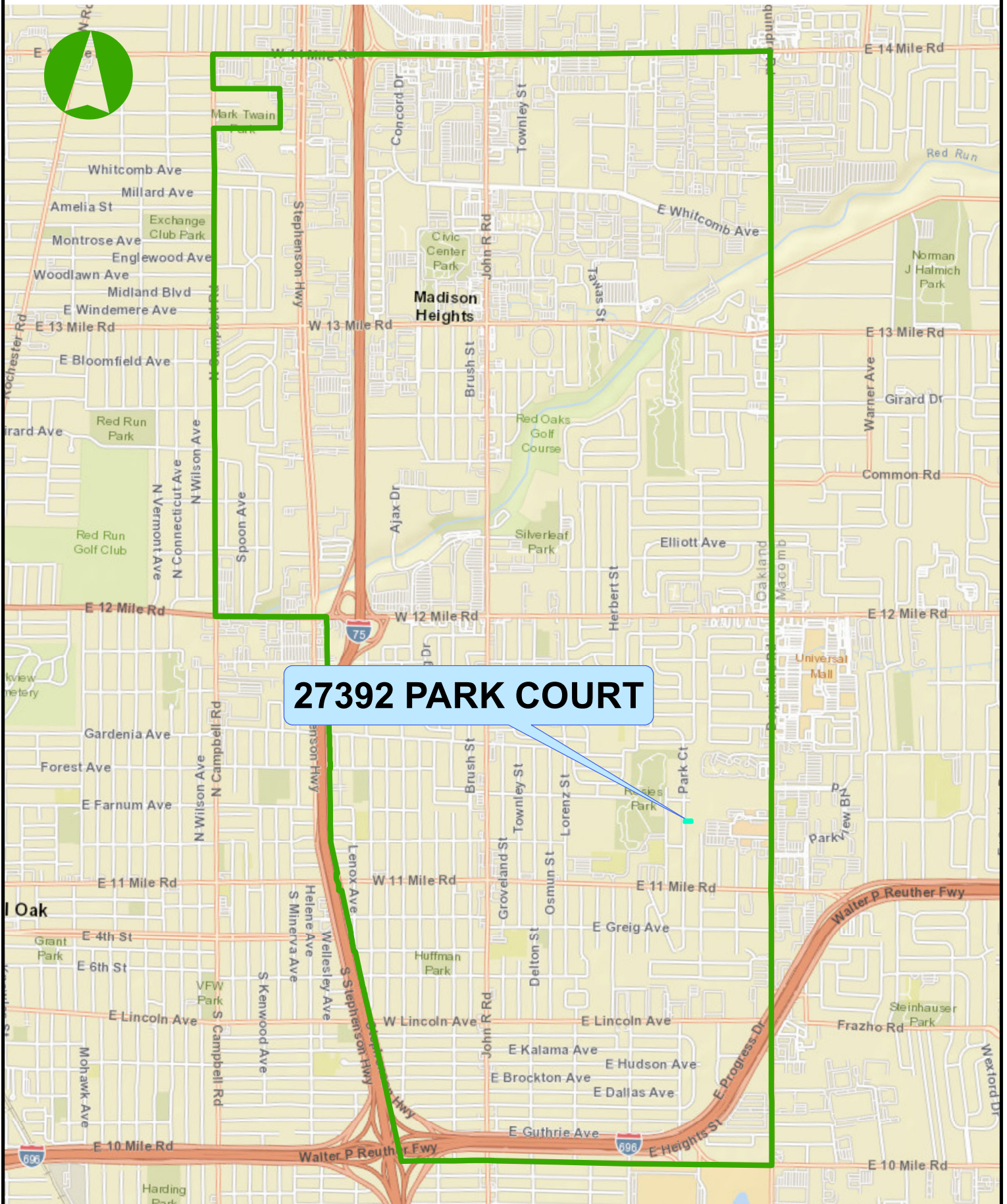








PSP 26-02 : 27392 PARK CT



Site Address: 27392 Park Ct



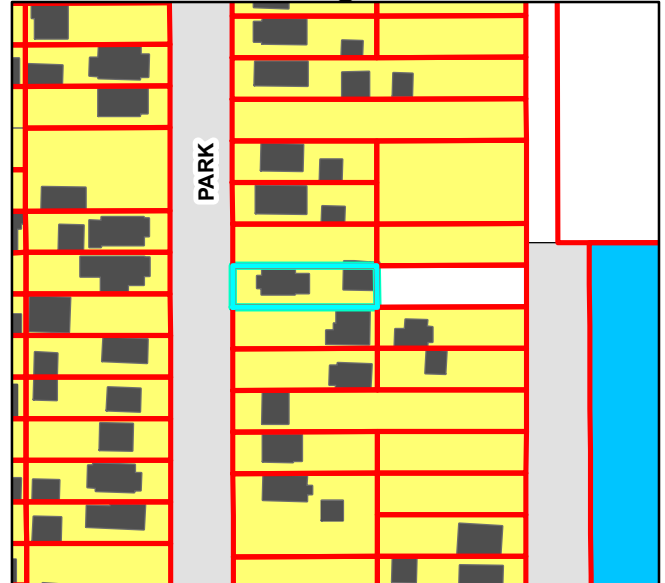
Click for maps

Aerial



- 27392 Park Ct
- Parcels

Existing Land Use



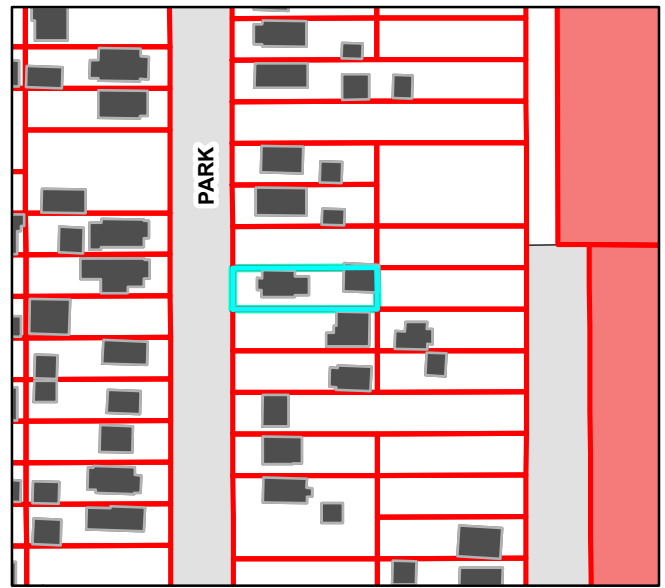
- Parcels
- 27392 Park Ct
- Single And Two Family
- Quasi-public
- Buildings
- Vacant

Zoning



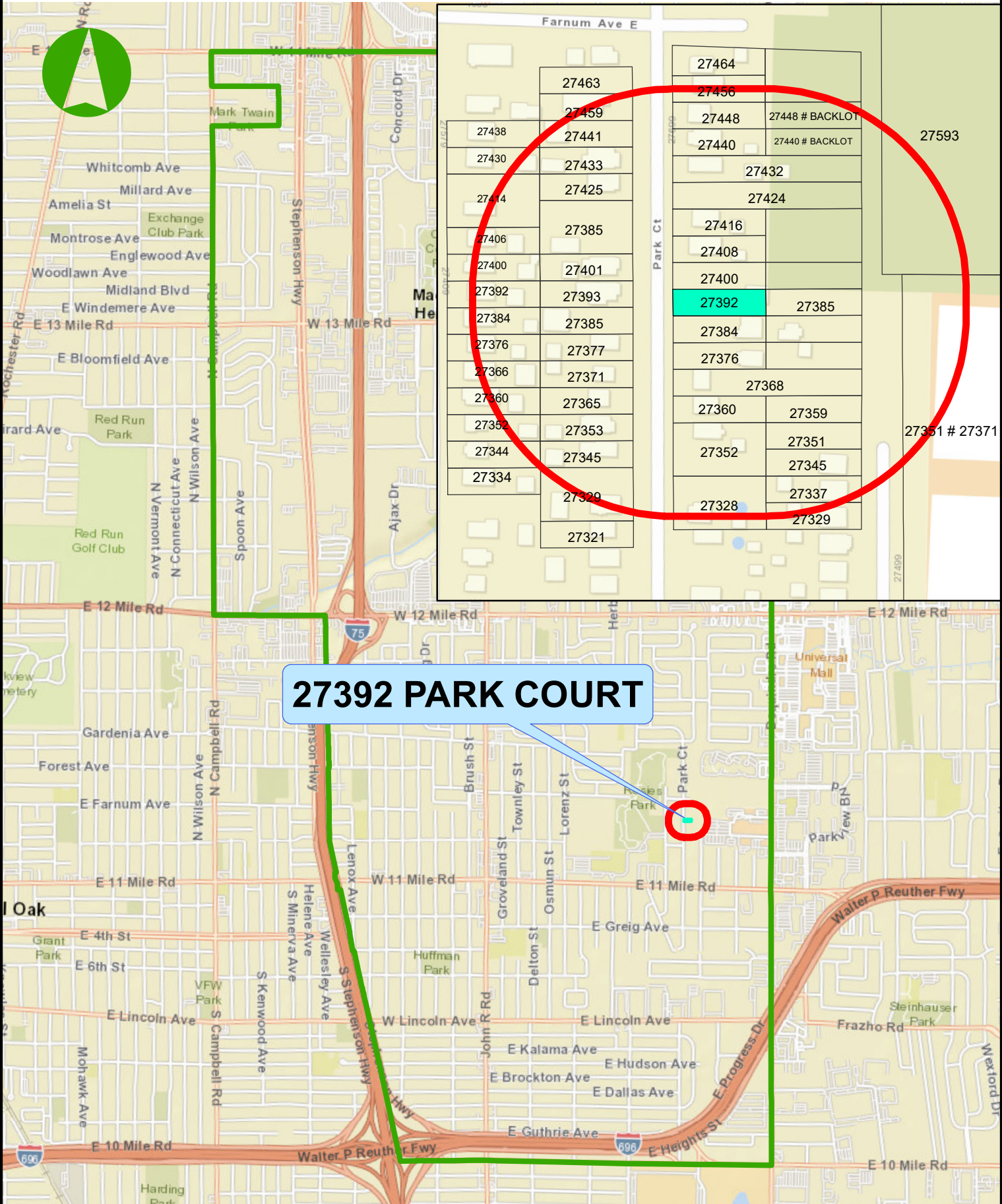
- 27392 Park Ct
- Parcels
- Buildings
- O-1
- R-3

Future Land Use



- Single Family
- Parcels
- Office
- Buildings
- 27392 Park Ct

PSP 26-02 : 27392 PARK CT BUFFER: 300 FT



27392 PARK COURT

To: the Planning Commission
For the City Council Chambers of
The Municipal Building at
300 W. 13 Mile Rd. Madison Heights
MI. 48071

RE: Case # PSP 26-02-27392 Park Ct.

My name is Viorica Cosma

I am a Madison Heights resident since
2001 when my family moved at
27384 Park Ct. Madison Heights

I met Lisa Barnett and her husband
in the summer of 2018 when they moved in
at 27392 Park Ct. Madison Heights.

I wish I would know more people as her
and her family.

Respectful, quiet, maintaining a clean
property and a friendly relationship
with all of us.

I am sure that Lisa Barnett will uplift
our community by bringing her new
business in our town.

This is my belief.

Best to you all.

VIORICA COSMA

at Madison Heights

on May 06.2026

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Planning Commission for the City of Madison Heights will hold a public hearing on **Monday, May 18th, 2026 at 5:30 p.m. in the City Council Chambers of the Municipal Building at 300 W. 13 Mile Road, Madison Heights, Michigan 48071** to consider the following **Special Land Use** requests:

Case # PSP 26-02 – 27392 Park Ct.

The applicant, Lisa Barnett, requests Special Land Use approval per the procedures set forth in Section 7.03 and Section 15.05 of the Madison Heights Zoning Ordinance to operate a Major Home Occupation (pet grooming) at her residence at 27392 Park Court (tax map # 44-25-13-452-010). The property is zoned R-3, One-Family Residential.

Case # PSP 26-03 – 32525 Stephenson Hwy.

The applicant, Jacob Kaufer, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate a Minor Auto Repair and Service business (audio and electronic sales and installation) at 32525 Stephenson Highway (tax map # 44-25-02-101-030). The property is 0.68 acres in size and is zoned M-1, Light Industrial.

Case # PSP 26-04 – 32371 Dequindre Rd.

The applicant and property owner, Sergio Basmajian c/o 32371 Dequindre LLC, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate an Auto Sales and Minor Auto Repair and Service business at 32371 Dequindre Road (PIN 44-25-01-226-021). The property is 1.4 acres in size and is zoned M-1, Light Industrial

The applications and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at www.madisonheightsmi.gov in the Agenda Center.

If you are unable to attend the meeting, you can send your comments via email to: MLonnerstater@madisonheightsmi.gov and your comment will be read into the record at the meeting. Written comments may also be mailed prior to the meeting to 300 West Thirteen Mile Road, Madison Heights, Michigan, 48071. All comments will be heard at the meeting.

MADISON HEIGHTS COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
(248) 583-0831

Section 3.09 R-3 One Family Residential District

PREAMBLE		
The R-3 residential district is designed to provide for one-family dwelling sites and residentially related uses in keeping with the Master Plan of residential development in the City of Madison Heights.		
PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> Child Family Day Care Homes 7.03(7) Detached One-Family Dwelling 7.03(10) Essential Public Utility Services Foster Care Family Homes 7.03(14) Government Office Building/Courthouse/Public Police and Fire Services Public Parks Temporary Buildings and Uses 7.03(43) 	<ul style="list-style-type: none"> Cemetery Child Group Day Care Homes 7.03(7) Child/Adult Day Care Center and Preschools 7.03(6) Foster Care Group Homes 7.03(14) Home Occupation, Major 7.03(18) K-12 Schools, Public or Private Parking as a Principal Use 7.03(34) Public Library, Museum, Art Center, Community Center Religious Institutions, Private Clubs, and Lodges (greater than 75 persons) 7.03(39) Religious Institutions, Private Clubs, and Lodges (less than 75 persons) 7.03(39) 	<ul style="list-style-type: none"> Accessory Buildings, Structures and Uses Section 8.03 Accessory Dwelling Unit 7.03(1) Home Occupation, Major 7.03(18) Home Occupation, Minor 7.03(18)

The above list is a summary of Principal Permitted Uses, Special Land Uses, and Accessory Uses in the district. Uses provided with a section reference indicates uses that have specific use standards. Refer to [Article 2](#) for definitions of uses.

DIMENSION REGULATIONS			
Lot Standards		Minimum Setbacks	
Min. Lot Area (sq. ft.)	5,000 sq. ft.	Front Yard (ft.)	25 ft. (A)
Min. Lot Width (ft.)	40 ft.	Side Yard (one) (ft.)	3 ft. (E)
Max. Lot Coverage	40%	Side Yard (total of 2) (ft.)	12 ft.
Min. Floor Area/Unit	--	Street Sides (ft.)	10 ft. (B)
Max. Building Height (ft.)	25 ft.	Rear Yard (ft.)	20 ft.
Max. Building Height (stories)	--		

Footnotes: Refer to [Section 4.01](#) wherever a footnote is referenced in parentheses after one of the design regulations.

(3) On corner lots, no driveway from a side street shall be less than ten (10) feet from rear property line as measured along the side street property line. Curbs shall be provided to prevent ingress or egress except at the required locations.

D. **Canopy Setbacks.** Fuel station pumps, recharging stations, and canopies shall be subject to the minimum principal building setback requirements for the district, with the exception of those abutting residential properties which shall be setback in accordance with the residential separation buffer requirement, above.

E. **Canopy Height.** Fuel station canopies shall not exceed a height of 20 feet, measured to the highest point of the canopy.

F. **Canopy Architecture.** Fuel station canopies shall be architecturally compatible with the design of the principal structure regarding roof pitch, architectural detailing, materials and color schemes.

G. **Canopy Lighting.** Canopy lighting shall comply with the standards of Section 8.04 (Exterior Lighting). With the exception of illuminated signage, the exterior of canopies shall not be illuminated.

H. **Vehicle Storage.** Disabled vehicles shall not be stored on the property. Rental or storage of trucks, trailers, and other vehicles is prohibited.

I. **Outdoor Display and Sales.** Outdoor ancillary sales display areas (including display of windshield solvent, motor oil, propane, and ice) shall be denoted on the site plan and shall not restrict pedestrian movement on the site. Outdoor display and sales are subject to the use-specific requirements for outdoor display and sales, [Section 7.03\(33\)](#).

17. **HOME IMPROVEMENT CENTER, GARDEN CENTERS, AND LUMBER YARDS.** Building material sales, garden centers, lumber yards, and similar uses which may include outdoor storage and sales, unless otherwise specified herein, shall be subject to the standards set forth in this section.

A. Outdoor sales and displays of equipment, materials, and products shall be subject to the standards set forth in [Section 7.03\(33\)](#), Outdoor Sales and Display.

B. Outdoor storage of equipment and materials separate from outdoor sales and display areas shall be subject to [Section 8.03\(6\)](#), Accessory outdoor storage.

18. **HOME OCCUPATION (MINOR AND MAJOR)**

A. Unless otherwise noted, the standards of this section shall not apply to live-work units, which are regulated separately under [Section 7.03\(23\)](#)

B. **Home Occupation, Minor**

(1) The operation of a Minor Home Occupation shall be conducted solely within the dwelling unit and not within any detached accessory structure, except for incidental storage of equipment or materials related to the residential use.

(2) The Minor Home Occupation shall be conducted solely by the person or persons occupying the lot and a maximum of one (1) non-resident employee.

(3) The dwelling unit shall have no exterior evidence to indicate the dwelling unit is being utilized for a Minor Home Occupation.

(4) Only one (1) guest or client of the Minor Home Occupation shall be permitted at a time.

(5) The floor area used for the Minor Home Occupation shall not exceed 10% of the gross floor area of the dwelling unit.

(6) Customer or client business-related visits, deliveries, and non-resident employee arrivals and departures shall occur between 8:00 a.m. and 8:00 p.m.

(7) No signage shall be permitted, except where specifically required by law.

(8) No display of any kind shall be visible from the exterior of the premises.

- (9) No outside storage of equipment or materials related to the Minor Home Occupation is permitted on the property.
- (10) The Minor Home Occupation shall not create negative impacts on surrounding residential property. No nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases or matters at any time. No mechanical, electrical, or similar machinery or equipment, other than that used for residential purposes, shall be utilized in the Minor Home Occupation.
- (11) Minor Home Occupations shall not include the sales and/or service of weapons, guns ammunition, fireworks, or any components thereof, nor a regulated use as regulated in [Section 5.03](#).
- (12) Minor Home Occupations in accordance with these standards do not require the approval of a Certificate of Occupancy or zoning-related permit.

C. Home Occupation, Major

- (1) The operation of a Major Home Occupation shall be conducted within the Dwelling Unit, attached or detached accessory building, or rear yard.
- (2) The Major Home Occupation shall be conducted by the person or persons occupying the structure as their principal residence and up to two (2) non-resident employees. Additional employees may meet at the residence solely for purposes of receiving instructions regarding work to be conducted at another site or collection equipment or materials necessary for their work at another site, or documents relating to their employment.
- (3) One off-street parking space per employee is required in addition to the minimum required for the principal residential use. On-street parking shall not be counted towards required parking spaces.
- (4) The Major Home Occupation shall not create negative impacts on surrounding residential property. No nuisance shall be generated by any heat, glare, noise, smoke, vibration, noxious fumes, odors, vapors, gases or matters at any time. No mechanical, electrical, or similar machinery or equipment, other than that used for residential purposes, shall be utilized in the Major Home Occupation.
- (5) The floor area dedicated to the Major Home Occupation shall not exceed 35% of the Gross Floor Area of the dwelling unit.
- (6) Retail sales of goods must be entirely accessory to any service provided on the site, except for merchandise crafted on-site.
- (7) Outside storage shall be located in the rear yard and must be fully screened from surrounding properties by an opaque fence.
- (8) Customer or client business-related visits, deliveries, and non-resident employee arrivals and departures shall occur between 8:00 a.m. and 8:00 p.m.
- (9) No signage shall be permitted, except where specifically required by law.
- (10) No display of any kind shall be visible from the exterior of the premises.
- (11) Major Home Occupations shall not include the sales and/or service of weapons, guns ammunition, fireworks, or any components thereof, nor a regulated use as regulated in [Section 5.03](#).
- (12) In addition to Special Land Use approval in accordance with [Section 15.05](#), a Certificate of Occupancy shall be required for Major Home Occupations, in accordance with [Section 15.03](#).

19. HOSPITAL

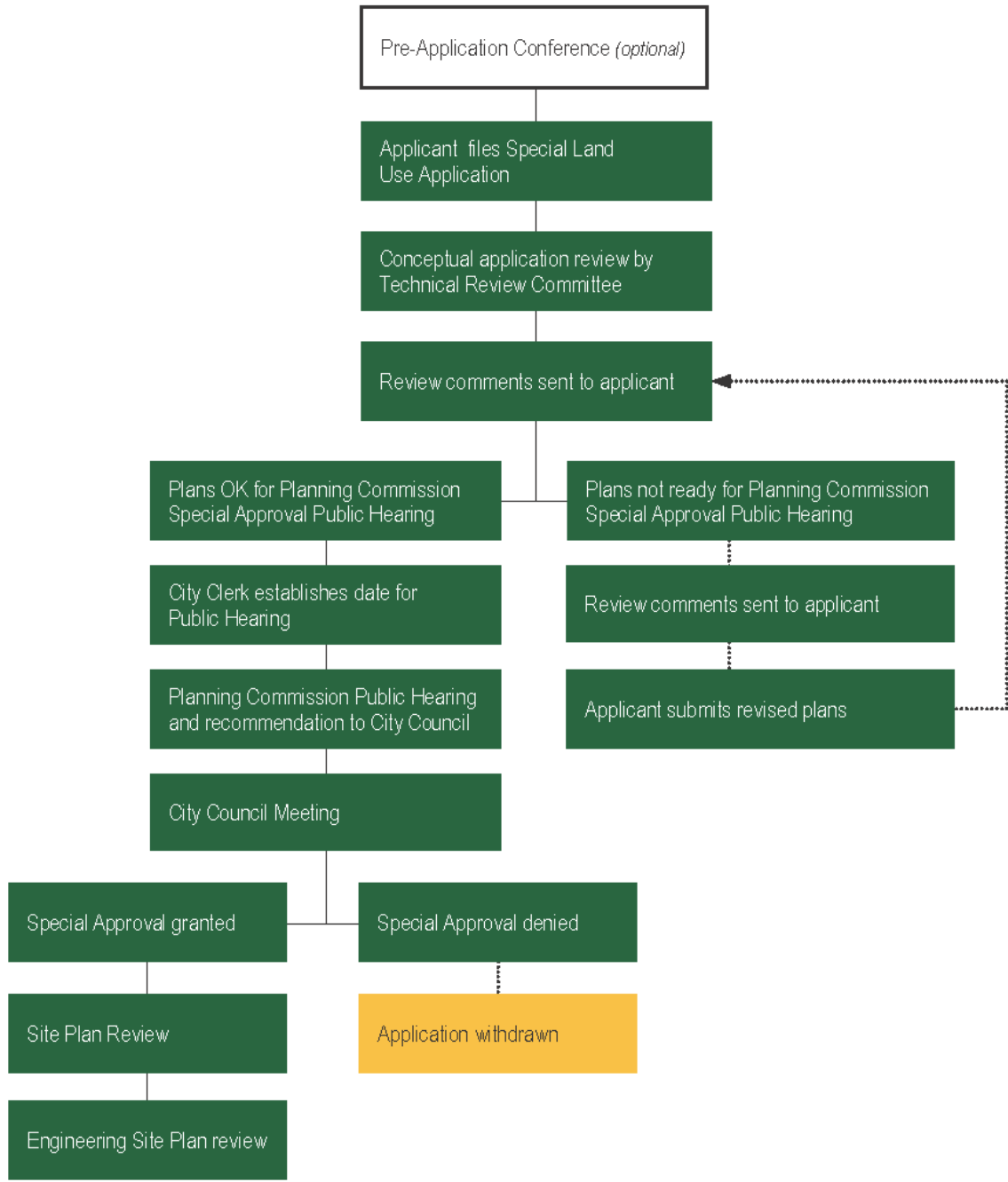
- A. Hospital sites shall contain a minimum area of two (2) acres.
- B. Hospital sites shall have at least one property line abutting a road classified as an arterial road, per the Madison Heights Master Plan. The principal ingress and egress to the site shall be directly from said thoroughfare.
- C. Emergency rooms, ambulance bays, and helipads shall be set back at least 150 feet from residential use or a residential zoning district.

- E. The guarantee or portion thereof, shall be promptly released upon the inspection and approval of all improvements in compliance with the approved final site plan or conditional use permit and all applicable city standards and specifications. Portions of the guarantee may be released, in not more than three installments, provided:
- (1) The project or approved phase of a project has been completed for six months and the improvements for which the release is requested have been inspected and approved in accordance with the above standards, and the remaining balance is sufficient to cover the remaining improvements, including administrative and contingency expenses.
 - (2) The guarantee shall not be reduced below the minimum amount required above.
- F. **Types of Completion Guarantees.** The applicant may provide a guarantee in the form of a cash deposit, certified check, surety bond or letter of credit in a form acceptable to the city. Surety bonds and letters of credit shall be valid for a period of one year past the anticipated request for the last Certificate of Occupancy for the entire project and, if required, shall be renewed by the applicant not less than 30 days prior to expiration.

Section 15.05 Special Land Use Review

1. **Purpose.** The purpose of this section shall be to:
 - A. Require Special Land Use approval for certain uses in all zoning districts that are listed as Special Land Uses.
 - B. Establish review procedures for all Special Land Uses.
 - C. Establish review standards for all Special Land Uses.
 - D. Establish the Planning Commission as the advisory board and City Council as the final review and approval authority for Special Land Uses.
 - E. Establish authority to impose conditions upon Special Land Uses.
2. **Submission and Review Process.** All Special Land Uses in all zoning districts shall be reviewed in accordance with the following procedures:
 - A. Applicant may request a preliminary meeting with Community and Economic Development Department staff to discuss the proposal, design elements, ordinance requirements, etc. The applicant may further request a preliminary discussion at the Planning Commission for informal input. The city's comments during a pre-application conference shall be advisory in nature only.
 - B. Applicant submits application, fee, two (2) copies of the proposed conceptual site plan, and a digital version of the conceptual site plan, to the Community and Economic Development Department (site plan must be reduced to 11" x 17"). A separate site plan application is not required at the time of special land use review. A conceptual site plan shall include at a minimum:
 - (1) Location map showing the proposed site location, zoning classifications and major roads.
 - (2) Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
 - (3) Location of all existing and proposed structures, uses, number of stories, gross building area, required and proposed setback lines, and distances between structures on the subject property.
 - (4) The percentage of land area devoted to building, paved, and open space.
 - (5) All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths.
 - (6) Number of parking spaces and location of loading areas and handicap parking spaces and access routes on the subject property.
 - (7) Location and height of all walls, fences, and landscaping, including a conceptual landscaping plan.
 - (8) Location and widths of all abutting streets, existing and proposed rights-of-way, easements, and pavement.

- (9) Type of existing and proposed surfacing of all drives, parking areas, loading areas and roads.
 - (10) All utilities located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, and proposed fire suppression line into building. Proposed sanitary leads and sanitary sewers must also be shown, as applicable.
 - (11) Preliminary storm system layout and flow arrows demonstrating that storm flow connections and disposal methods are feasible.
 - (12) Existing and proposed ground contours at intervals of two feet, or spot elevations sufficient to review the proposed grading and drainage plan, as determined by the city's consulting engineer.
- C. The Planning and Zoning Administrator may waive particular submittal items, as listed above, upon a determination that such items are not necessary for making a determination on the requested Special Land Use.
- D. The Technical Review Committee reviews the Special Land Use application for general conformance with Ordinance requirements and transmits review comments to the applicant for revision, if necessary. Applicant submits revised materials to Planning and Zoning Administrator, if necessary, for re-consideration by Technical Review Committee. Comments made by the Technical Review Committee shall be forwarded onto Planning Commission for consideration.
- E. The Planning and Zoning Administrator notifies the City Clerk when Special Land Use applications are adequate for consideration by The Planning Commission. The Planning and Zoning Administrator and City Clerk establish a public hearing date and post/send public notices in accordance with [Section 15.01](#).
- F. The Planning Commission shall hold a public hearing. Following the public hearing, the Planning Commission shall review the request and make a recommendation to the City Council in the form of a motion. The recommendation may be subject to certain conditions or changes being made.
- If the Planning Commission requires additional information, the application may be postponed to a date certain until such information has been received.
- G. Following the review and recommendation of the Planning Commission, the application shall be forwarded to the City Council at its next scheduled meeting. The City Council shall consider the request, along with the Planning Commission recommendation, and approve, approve with conditions, or deny the application for special use approval. If City Council requires additional information, the application may be postponed to a date certain until such information has been received.
- H. Each action taken with reference to special land use approval shall be duly recorded in the minutes of the Planning Commission and City Council and shall state the grounds for the action taken upon each special use submitted for its approval.
- I. Special land use approval shall be obtained from the City Council before issuance of a Certificate of Occupancy for any special land use, and prior to the submittal and approval of a site plan, engineering plan, and building permit, if required.
- J. The Planning and Zoning Administrator, in coordination with the City Clerk, sends the applicant a Notice of Action and a copy of the City Council minutes from the meeting in which the case was acted upon. If Site Plan approval is required for the project, the applicant may apply for Site Plan review in accordance with [Section 15.04](#)



3. **Review Standards and Criteria.** In approving a special land use, the Planning Commission and City Council shall make a finding that the proposed Special Land Use is in compliance with all of the following standards:
- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
 - C. The special land use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
 - D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;
 - (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the planning commission; and
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
 - E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
 - (1) Reduction in the number of ingress/egress points through elimination, minimization and/or consolidation of drives and/or curb cuts;
 - (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 - (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
 - (4) Adequacy of sight distances;
 - (5) Location and access of off-street parking;
 - (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.
 - F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.
 - G. In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of this Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.
4. **General Stipulations.**
- A. The breach of any condition, safeguard or requirement, and the failure to correct such breach within 30 days after an order to correct is issued by the city shall be reason for immediate revocation of the Special Land Use Approval. Conditions and requirements stated as a part of special use permit authorizations shall be continuing obligations of the holders of such permits and are binding upon their heirs and assigns and upon any persons taking title to the affected property while such special use permit is in effect.
 - B. The discontinuance of a special land use after a specified time may be a condition to the issuance of the permit. Renewal of a special land use permit may be granted after a review and determination by the city council that

continuing private need and public benefit will be served by such renewal. Renewal applications shall be in accord with standards and requirements in effect at the time that the renewal is requested.

- C. Application for Special Land Use Approval shall be made with the full consent of all persons having an ownership interest in the land on which the Special Land Use is requested. All persons having ownership interest in the property shall sign the application prior to its acceptance by the city.
 - D. Special Land Use Approval is valid for a period of one year. When required, site plan approval and commencement of construction of approved improvements must occur within one year of the city council's Special Land Use Approval or the Special Land Use Approval shall be automatically null and void. The City Council may grant an extension for good cause for a period not to exceed six months from the date of expiration of the original approval provided for extension is made during the period of effectiveness.
 - E. When an established use approved under the special land use approval procedure ceases to function or is abandoned for a period of six months, the special use approval shall lapse and shall no longer be in effect.
 - F. The record of the city council shall be the approved minutes for Special Land Use cases. Said record shall be made available to the applicant whether the Special Land Use Approval request is approved, approved with conditions, or denied and shall constitute notice of the city council's decision regarding the Special Land Use Approval request.
 - G. The Planning Commission shall give notice of the time and place of the required public hearing as required by state law.
 - H. All construction, improvement or use of a parcel or parcels of land shall be in complete accord with the Special Land Use Approval, any conditions imposed by the city council and the approved site plan.
 - I. A special land use permit may be terminated by subsequent rezoning of the affected site as a part of an appropriate zoning district, subject to any vested nonconforming use rights. Such termination may be initiated only after determination by the city council that the development status of the site is in accordance with requirements of the zoning district in which it is to be placed. There shall be no waiver of standards or procedures, including publication, hearings, planning commission and city council action, in regard to the rezoning of a site which is occupied or used under a special use permit.
 - J. No reapplication, reconsideration and/or rehearing for a special use permit which has been denied by the city council shall be resubmitted until the expiration of one year from the date of such denial, except on grounds of newly discovered evidence or proof of materially changed conditions, sufficient to justify reconsideration by the city council. Each reapplication will be treated as a new application.
 - K. Appeals: No decision or condition related to a special land use application shall be appealed to the Zoning Board of Appeals. An appeal of a special land use decision or condition may be taken to Circuit Court.
5. **Amendments, Expansions or Change of Special Land Use.** The following provisions apply when there is an amendment or a proposed expansion to an approved special land use, an amendment or proposed modification to a condition previously applied to a special land use, or when there is a proposed change from one special land use to another.
- A. **Amendments.** Any applicant who has been granted special land use approval shall notify the Planning and Zoning Administrator of any proposed amendment to the approved Special Land Use. The Planning and Zoning Administrator shall determine whether a proposed amendment requires new special land use approval. New special land use approval may be required when such amendment is a departure from the operation or use described in the approved application or causes external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display. Any alteration of previously approved conditions pertaining to a special land use approval shall require resubmittal and new Special Land Use consideration by Planning Commission and City Council in the manner described in this Section.
 - B. **Expansions.** An expansion of any use requiring a special use approval that results in an increase of 10% or more of the building, parking, paved areas, or site area shall require resubmittal and new Special Land Use consideration in the manner described in this Section.
 - C. **Change in Use.** The applicant shall be responsible for informing the Planning and Zoning Administrator of any significant change in an approved special land use, operations, or activities prior to any such change. The Planning and Zoning Administrator shall determine if a new special land use approval is required. A significant change shall

mean any departure from the operation or use described in the approved application or any change that may cause external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display.

Section 15.06 Variances and Appeals

1. **Administrative Appeals.** The Zoning Board of Appeals shall have the power to hear and decide appeals where it is alleged by the applicant that there is an error in any order, requirement, permit, decision, or interpretation made by the Planning and Zoning Administrator, zoning enforcement officer, or any other administrative official, board or commission in carrying out or enforcing any provision of this Ordinance, except where this Ordinance prohibits Zoning Board of Appeal Action (e.g. direct appeal to Circuit Court).
 - A. An appeal to the Zoning Board of Appeals based in whole or in part on the provisions of this Ordinance may be taken by any person, firm or corporation aggrieved or by any governmental officer, department, board or bureau affected by the decision of the building inspector aggrieved by the decision, order, requirement, or determination made by the Planning and Zoning Administrator, Technical Review Committee, Planning Commission, zoning enforcement officer, or other administrative official or board or commission tasked with administering or enforcing the provisions of this Ordinance. Such appeal shall be taken by filing a notice of appeal with the Planning and Zoning Administrator on appropriate forms provided by the Community and Economic Development Department. The Planning and Zoning Administrator shall transmit all papers constituting the records of such appeal to the board. The board may require the applicant to furnish such surveys, plans or other information as may be required for the proper consideration of the matter. Upon a hearing before the board, any person or party may appear in person, or by agent, or by attorney.
 - B. **Time for Appeal.** An appeal shall be filed to the Planning and Zoning Administrator within thirty (30) days from the date listed on the Notice of Action referring to the order, requirement, decision, or determination which is the subject of the appeal.
 - C. The Zoning Board of Appeals shall fix a reasonable time for the hearing of the appeal and give due notice thereof to in accordance with the procedures set forth in the Michigan Zoning Enabling Act, PA 110 of 2006 (as amended) and [Section 15.01](#).
 - D. The board may reverse or affirm wholly or partly or may modify the order, requirement, decision or determination as, in its opinion, ought to be made in the premises and, to that end, shall have all the powers of the officer from whom the appeal is taken. The concurring decision of a majority of the members of the board shall be necessary to reverse an order, requirement, decision or determination of an administrative officer or body, or to decide in favor of the applicant a matter upon which they are required to pass under an ordinance, or to effect a variation in an ordinance. An appeal shall stay all proceedings in furtherance of the action appealed from unless the building inspector certifies to the Zoning Board of appeals after notice of appeal shall have been filed with him that by reason of facts stated in the certificates a stay would cause imminent peril to life and property, in which case the proceedings shall not be stayed otherwise than by a restraining order which shall be granted by the Zoning Board of Appeals or by the Circuit Court on application, on notice of the building inspector and on due cause shown.
2. **Variances.** The ZBA shall have the power to authorize, upon application, specific variances from such dimensional requirements as lot area and width regulations, building height and square foot regulations, yard width and depth regulations; such requirements as off-street parking and loading space, requirements, sign regulations and other similar requirements as specified in the Ordinance, provided such modifications will not be inconsistent with the purpose and intent of such requirements. In granting a variance, the Zoning Board of Appeals shall make findings that a "practical difficulty" has been shown by the applicant by finding that all of the following requirements have been met by the applicant's petition:
 - A. That strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose, and would thereby render the conformity unnecessarily burdensome for other than financial reasons; and
 - B. That a variance will provide and preserve a substantial property right similar to that possessed by other properties within the same zoning district and in the neighboring area, provided that possible increased financial return shall not of itself be deemed sufficient to warrant a variance; and

Streetview from Stephenson Hwy.**Proposed Business Operations**

A summary of business operations is provided below (refer to Application and Project Narrative):

- Proposed sale and installation of car audio, alarms, remote start systems, speakers, etc.
- Proposed hours of operation are 10 am to 6 pm, Monday through Saturday.
- Only one employee is anticipated.
- No proposed work involving the repair, rebuilding, replacing, or dismantling of major vehicle components; no hazardous chemicals or fluids.
- Anticipated work load of 2-4 vehicles per day

Site and Property Information

Site improvements are not proposed through this Special Land Use request. The subject property is accessed by two (2) curb cuts off Stephenson Highway, which are shared with the property to the south. The driveway on site is also shared with the property/building to the south; shared ingress/egress and driveway easements have been properly recorded at Oakland County.

Twenty-seven (27) parking spaces are provided on-site, including two (2) ADA spaces, which exceed the minimum required for the combination of warehousing (13 spaces) and auto service (8 spaces) uses.

The applicant proposes to utilize the existing dumpster/dumpster enclosure located on the parcel to the west, which is within the City of Royal Oak. Staff could not locate a recorded shared dumpster easement agreement. Staff recommends that a shared dumpster easement be recorded as a condition of Special Land Use approval.

Existing Dumpster Enclosure located on Adjacent Parcel



Use-Specific Standards for Auto Repair and Service Facilities (Minor and Major)

Minor Auto Repair and Service Facilities require Special Land Use approval in the M-1, Light Industrial district. These facilities are also subject to the use-specific zoning standards set forth in **Section 7.03.2**; the full list of standards is attached to this report. The applicant has provided a plot plan and a copy of the proposed floor plan. Staff notes the following use-specific standards which will need to be confirmed by the applicant and confirmed upon the Certificate of Occupancy application.

- **Location Repair and Servicing:** *All repair and servicing operations shall be conducted entirely within an enclosed building. All equipment used in the servicing and repair of vehicles shall be located within an enclosed building.*
- **Outside Storage Prohibited:** *Outside storage or parking of disabled, wrecked, inoperable, or partially dismantled vehicles shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage). Outdoor storage of materials, such as tires, barrels, or other materials used or sold on the premises, shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage).*
- **Hours of Operation:** *No auto repair or maintenance services shall be performed before 7 a.m. or after 9 p.m.*

Should the Planning Commission move to recommend approval of the Special Land use, staff advises that all of the use-specific standards of Section 7.03.2, including those listed above, be incorporated as a condition of approval.

Analysis of Surrounding Area

Existing Zoning and Land Use

The table below denotes existing adjacent land uses and zoning designations.

	Existing Land Use	Existing Zoning
Site	Light Industrial/Warehousing	M-1, Light Industrial
North	Warehousing/Wholesale	M-1, Light Industrial
South	Light Industrial	M-1, Light Industrial
East (across Stephenson Hwy.)	Light Industrial/Technology	M-2, Heavy Industrial
West (City of Royal Oak)	Industrial/Warehousing	General Industrial (Royal Oak)

The site is surrounded by light industrial zoning, including the property to the west which is in the City of Royal Oak. Uses permitted by right in the M-1 district primarily consist of light industrial, manufacturing, warehousing, wholesale, distribution, and research facilities. However, commercial uses such as auto sales, restaurants, financial institutions, business schools, and tool and equipment sales are also permitted by right.

This stretch of Stephenson Highway is generally characterized by a mix of light industrial and commercial uses, with retail, restaurant, and lodging businesses prevalent to the north closer to 14 Mile Road.

Per the Madison Heights Zoning Ordinance, the M-1 zoning district is *“designed so as to primarily accommodate wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner affects in a detrimental way any of the surrounding districts.”*

Future Land Use and Master Plan

The table below denotes adjacent future land use designations as contained within the 2021 Madison Heights Master Plan.

	Future Land Use
Site	Industrial
North	Industrial
South	Industrial
East (across Stephenson Highway)	Industrial
West (City of Royal Oak)	Mixed-Use Corridor (Royal Oak)

The future land use designation of the subject site is *Industrial*. Per the Master Plan, the Industrial designation is intended to accommodate manufacturing, processing, warehousing, storage of raw materials and intermediate and finished products, industrial service providers, industrial parks, and industrial research activities. The Master Plan/Future Land Use Plan does not break down the Industrial designation into different levels or intensities of industrial uses.

The Planning Commission should consider the following Goals & Objectives of the 2021 Madison Heights Master Plan as part of this Special Land Use request:

Community Character

- *Enhance the city's commercial corridors to support walkability and improve community identity.*
- *Promote the city's positive identity in the region.*
- *Promote the use of quality building design and materials to enhance the appearance and long-term maintenance of new development.*
- *Protect established neighborhoods and business districts from the potentially negative impacts of development, including noise, traffic, waste, odor, and other nuisances through effective and thoughtful site and building design.*

Commercial & Industrial Development

- *Promote incentives and flexible zoning mechanisms for commercial and industrial property owners and tenants to upgrade existing commercial and industrial sites.*
- *Promote the mix of commercial, office, and industrial uses in a way that fosters collaboration and business growth while creating a desirable environment for the local workforce.*
- *Promote walkability by ensuring sufficient local destinations for goods and services.*

Transportation

Stephenson Highway is under the jurisdiction of Madison Heights and is classified as a Miner Arterial Road. Per SEMCOG, this portion of Stephenson Highway handles an average volume of approximately 14,000 vehicles per day.

Special Land Use Criteria

Requests for Special Land Use approval are subject to processes and review standards contained in Section 15.05. A public hearing is required in front of the Planning Commission, after which the Planning Commission may make a recommendation to City Council. After receiving a recommendation from the Planning Commission, City Council has the authority to take final action on Special Land Use requests.

In making a recommendation to City Council, the Planning Commission shall consider the Special Land Use review standards contained in Section 15.05.3 and incorporate them into any motion of approval or denial:

- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
- B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
- C. The Special Land Use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;

- (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
- E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
- (1) Reduction in the number of ingress/egress points through elimination, minimization, and/or consolidation of drives and/or curb cuts;
 - (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 - (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
 - (4) Adequacy of sight distances;
 - (5) Location and access of off-street parking;
 - (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.
- F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.

In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of the Zoning Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.

Staff Analysis and Concept Plan Review

In deliberating the proposed Special Land Use, staff believes that the Planning Commission should focus on the compatibility of the proposed auto service use with the use-specific criteria and general site requirements of the Zoning Ordinance, the compatibility of the auto-related use with the uses permitted within the M-1 zoning district and existing adjacent land uses, and the goals and objectives of the Industrial future land use designation. While vehicle service and repair is sometimes classified as more of a commercial use than industrial for zoning purposes, the external impacts of auto repair (e.g. noise, storage, fumes, etc.) do have similarities to other industrial uses permitted by right.

Staff is generally supportive of the proposed Special Land Use application due to its limited operation (low number of employees, small vehicle intake per day) and minimal site impacts.

Staff notes the following pertaining to the site:

Dumpster Enclosure

The existing dumpster and dumpster enclosure proposed to be utilized by the business is located on the parcel to the west, which is within the City of Royal Oak. Staff could not locate a recorded shared dumpster easement. Staff recommends requiring a shared dumpster easement to be

recorded as a condition of Special Land Use approval. All trash and discarded equipment shall be disposed of either within the building or within dumpsters fully contained in the enclosure.

Use-Specific Standards

Should the Planning Commission move to recommend approval of the Special Land Use to City Council, the use-specific standards for auto repair and service facilities (Section 7.03.2), attached to this report, should be incorporated as a condition of approval.

Suggested Conditions

Should the Planning Commission move to recommend approval of the Special Land Use to City Council, staff suggests that the following be incorporated as conditions of approval:

1. Special Land Use approval is limited to automobile-related electronic system sales and installation including but not limited to audio, GPS, remote start, and security equipment. Motor vehicle repair such as that related to engines, brakes, wheels, collision-related work, etc., is not permitted through this Special Land Use approval.
2. All trash and discarded equipment shall be disposed of either within the building or in dumpsters fully contained within the freestanding enclosure.
3. A shared dumpster easement agreement shall be recorded for use of the dumpster on the adjacent parcel; if this cannot be obtained, a new dumpster enclosure shall be proposed on site which satisfies Zoning Ordinance standards.
4. The final Certificate of Occupancy shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.
5. Expansion of the auto service use within the existing building shall require new Special Land Use approval under a new application.

Next Step

After the public hearing and discussion, the Planning Commission may take action on the requested Special Land Use in the form of a recommendation to City Council. Any motion shall include concise findings based upon the Special Land Use review standards and criteria, Section 15.03.3. Per Section 15.05, the Planning Commission alternatively may postpone action on a Special Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

Template motions are provided on the following page.

Attachments

- Special Land Use Application - PSP #26-03
- Concept Site Plan and Floor Plan– PSP #26-03
- Associated Maps
- Section 3.17 – M-1, Light Industrial District
- Section 7.03.2 – Use-Specific Standards for Auto Repair and Service Facilities
- Section 15.05 – Special Land Use Review

Template Motion, Findings and Conditions

Staff offers the following motions as a suggested template and guide for the Planning Commission’s consideration. The Planning Commission may provide additional detailed findings, as needed, to substantiate any motion for approval or denial.

APPROVAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **APPROVE** SPECIAL LAND USE REQUEST NUMBER PSP 26-03 FOR MINOR AUTO SERVICE AT 32525 STEPHENSON HIGHWAY BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Minor Auto Service facility at 32525 Stephenson Highway as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-03 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Service use is consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent industrial land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With conditions of approval, the use satisfies the use-specific standards for Minor Auto Repair and Service facilities as contained in 7.03.2 and Auto Sales uses as contained in Section 7.03.3 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS**

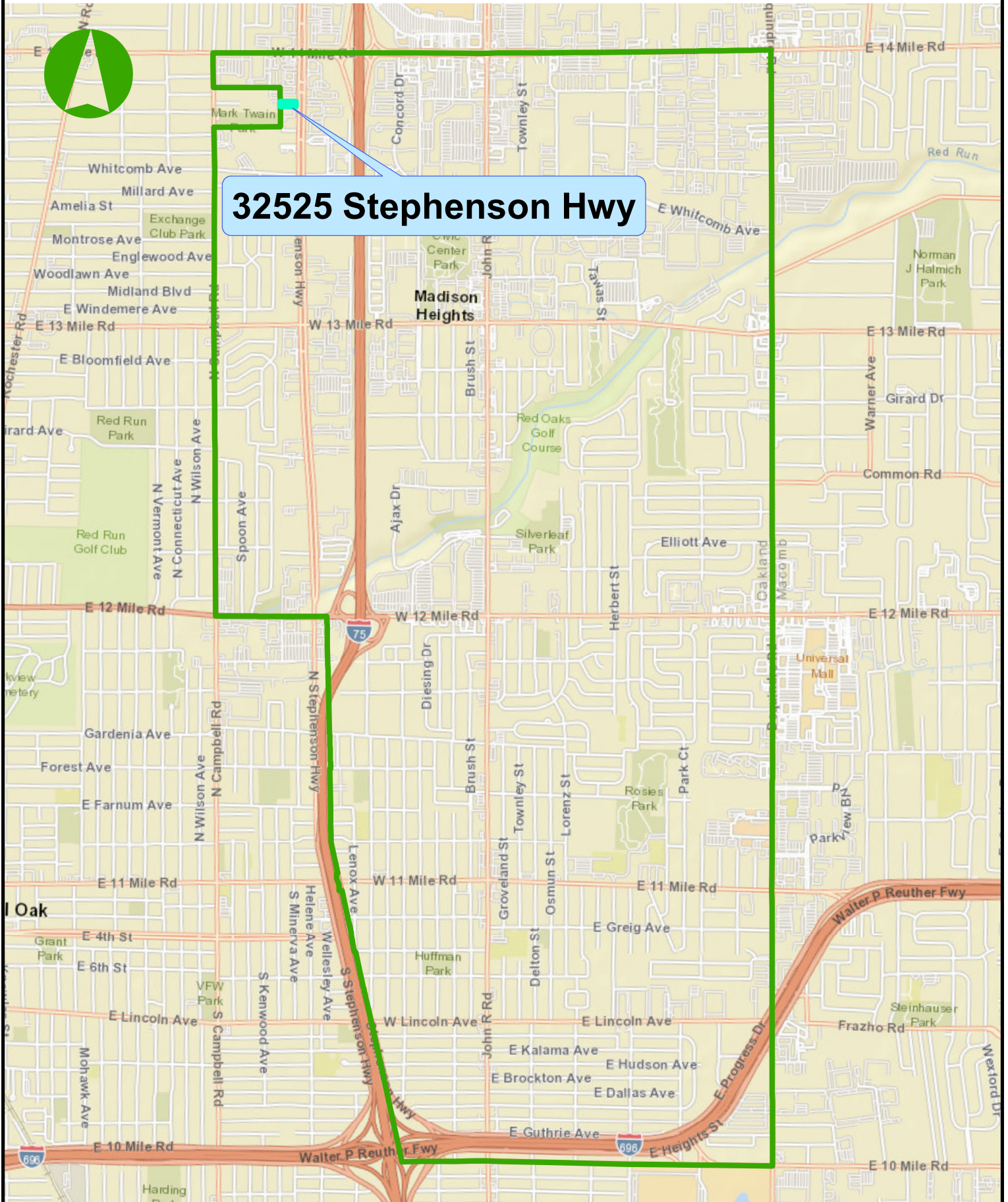
1. Special Land Use approval is limited to automobile-related electronic system sales and installation including but not limited to audio, GPS, remote start, and security equipment. Motor vehicle repair such as that related to engines, brakes, wheels, collision-related work, etc., is not permitted through this Special Land Use approval.
2. All trash and discarded equipment shall be disposed of either within the building or in dumpsters fully contained within the freestanding enclosure.
3. A shared dumpster easement agreement shall be recorded for use of the dumpster on the adjacent parcel; if this cannot be obtained, a new dumpster enclosure shall be proposed on site which satisfies Zoning Ordinance standards.
4. The final Certificate of Occupancy shall satisfy the use-specific standards for minor auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.
5. Expansion of the auto service use within the existing building shall require new Special Land Use approval under a new application.

DENIAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **DENY** SPECIAL LAND USE REQUEST NUMBER PSP 26-03 FOR MINOR AUTO SERVICE AT 32525 STEPHENSON HIGHWAY BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Minor Auto Service facility at 32525 Stephenson Highway as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-03 at their May 18th, 2026 meeting.
3. The proposed Minor Service use fails to satisfy the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - (1) The use is not designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - (2) The Special Land Use will involves uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
 - (3) The use is not designed and located in a manner that is compatible with the surrounding properties, neighborhood, and vicinity.
 - (4) The use is not in conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission.
 - (5) The use is not compatible with the permitted principal uses allowed in the zoning district where the Special Land Use is requested and is not consistent with the intent and purpose of the M-1 zoning district.

PSP 26-03 : 32525 Stephenson Hwy

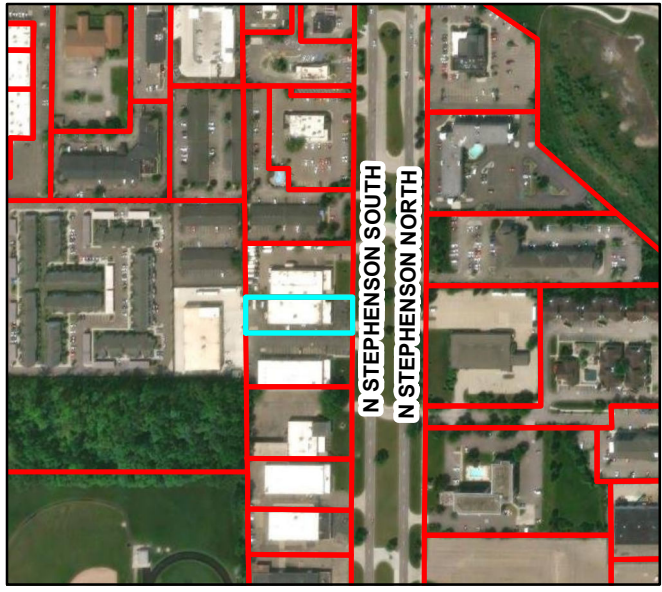


Site Address: 32525 Stephenson Hwy



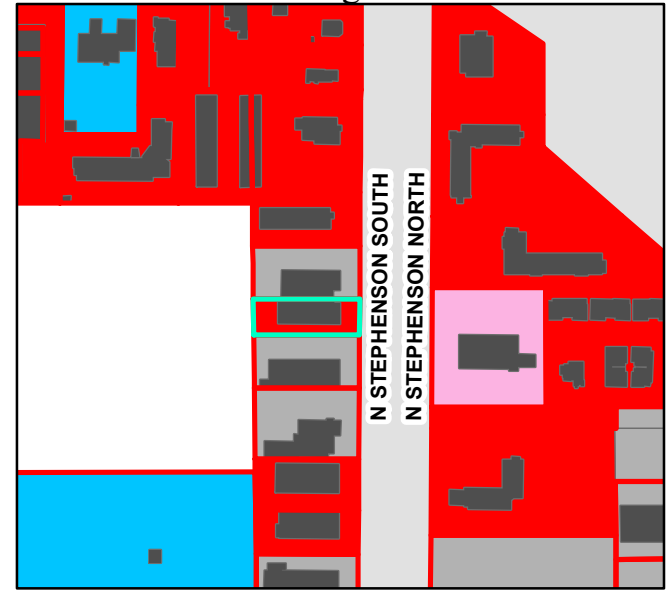
Click for maps

Aerial



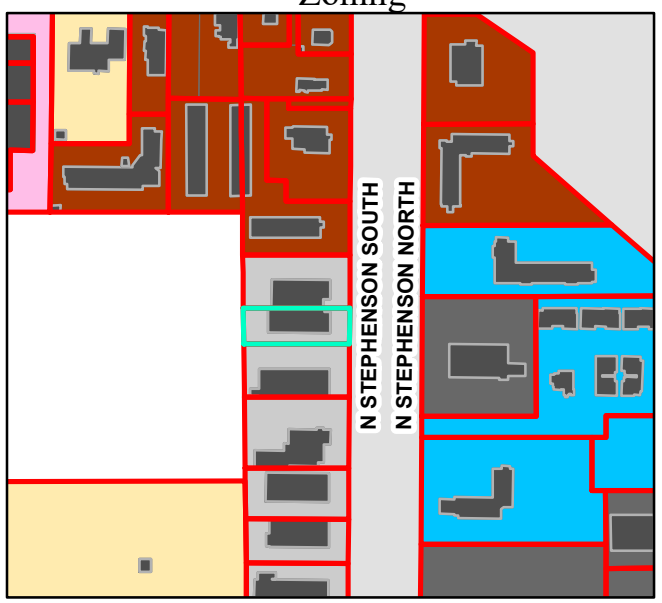
- 32525 Stephenson Hwy
- Parcels

Existing Land Use



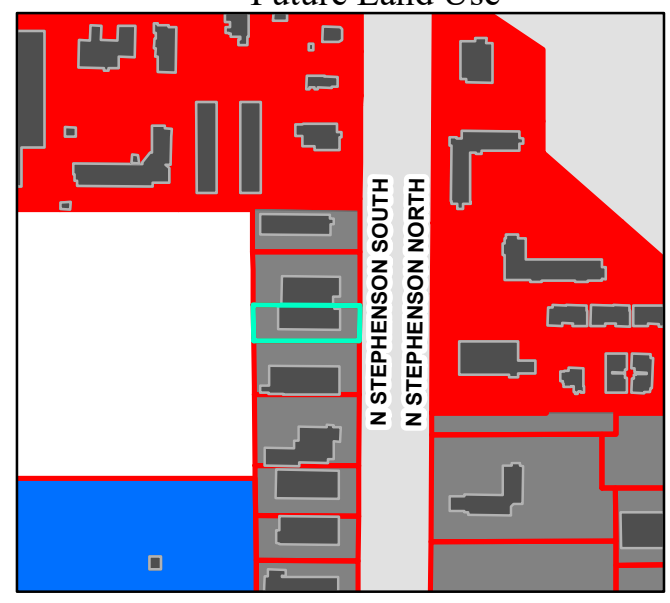
- Parcels
- 32525 Stephenson Hwy
- Commercial
- Quasi-public
- Buildings
- Office

Zoning



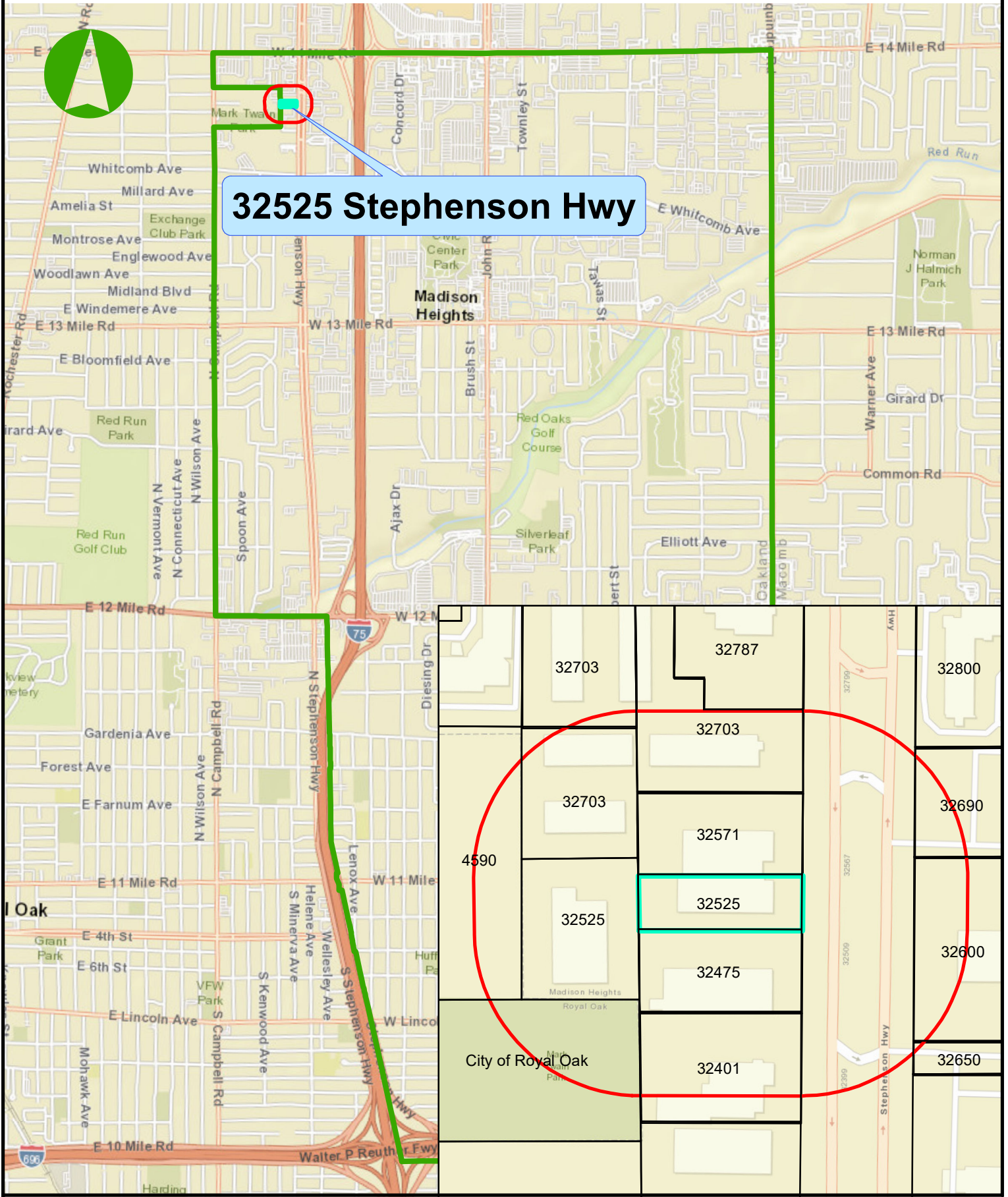
- 32525 Stephenson Hwy
- Parcels
- Buildings
- B-3
- R-M
- MUI-2
- M-1

Future Land Use



- Public and Schools
- Commercial
- Industrial
- Parcels
- Buildings
- 32525 Stephenson Hwy

PSP 26-03 : 32525 Stephenson Hwy Buffer: 300 Ft





CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
SPECIAL LAND USE APPLICATION

248 767-1239

I. APPLICANT INFORMATION

Applicant JACOB KAUFER (~~248 555-0888~~)

Applicant Address 929 N DORCHESTER AVE

City ROYAL OAK State MI ZIP 48067

Interest in Property (owner, tenant, option, etc.) TENANT

Contact Person KAPEEL BHAGWAN

Telephone Number [REDACTED] Email Address [REDACTED]

II. PROPERTY INFORMATION

Property Address 32525 STEPHENSON HWY

Tax ID _____ Zoning District _____

Owner Name (if different than applicant) KAPEEL BHAGWAN

Address 61 MELANIE

City TROY State MI Zip 48098

Telephone Number _____ Email Address [REDACTED]

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name _____ Company _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Email Address _____

SPECIAL LAND USE APPLICATION

IV. PROJECT NAME

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

INSTALL CAR AVOID

Required Attachments:

- Project Narrative:** Written description of the nature of the proposed use(s), including: products or services to be provided; activities to be conducted inside and outside the building; types of equipment to be used; hours of operation; number of employees; expected levels/ types of vehicular traffic coming to and from the site; other information.
- Conceptual Site Plan and Floor Plan:** Conceptual plans containing minimum information listed in Section 15.05 of Zoning Ordinance (refer to checklist, attached)
- Review Standards Response Form** (attached)

VI. APPLICANT CERTIFICATION

I (we) the undersigned do hereby apply to the City of Madison Heights for review and approval of the above-described Special Land Use application. Applicant(s) and the property owner(s) do hereby consent to city staff to assess the property for purposes of evaluating the site for requested action(s).

Printed Name JACOB KAUFER Signature Jacob Kaifer Date 9/15/26

VII. PROPERTY OWNER CERTIFICATION

IF YOU ARE NOT THE PROPERTY OWNER, YOU MUST HAVE THE PROPERTY OWNER PROVIDE A NOTARIZED SIGNATURE, BELOW, OR PROVIDE A NOTARIZED LETTER OF AUTHORIZATION OR NOTARIZED POWER OF ATTORNEY AUTHORIZING YOU TO ACT ON THEIR BEHALF.

Printed Name KAPEEL BHAGWAN Signature [Signature] Date _____

Notary for Property Owner:

Subscribed and sworn before me, this 18 day of February, 2026.

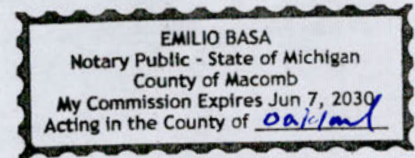
A Notary Public in and for Macomb County, Michigan.

Notary Name (Print): Emilio Basa

Notary Signature: [Signature]

My Commission Expires: 6/7/2030

Notary Stamp



STAFF USE ONLY
(DO NOT ACCEPT INCOMPLETE APPLICATIONS)

FILING FEE (\$750): 1750 SPECIAL LAND USE NO.: PSP # 26-003
DATE APPLICATION RECEIVED: 4/6 RECEIVED BY: [Signature]

SPECIAL LAND USE APPLICATION

SPECIAL LAND USE: REVIEW STANDARDS RESPONSE FORM

Section 15.05(3) of the Zoning Ordinance contains Special Land Use review standards and criteria. Please provide responses to the following review standards for consideration by staff, the Planning Commission, and City Council. (Provide additional separate sheets, if necessary).

- A. Describe how the proposed use will be designed, located, and operated in a way that protects the public health, safety and welfare.

We will have office space in the front & work on cars in the rear area, customers will not enter the work area.

- B. Describe how the use will be designed in a way that considers the natural environment and helps conserve natural resources and energy.

We are not using any harmful materials

- C. Will the Special Land Use will involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors. If so, describe in detail.

NO

- D. Describe how the proposed land use will be designed and located so that it is compatible with surrounding properties, neighborhood, and vicinity. At a minimum, this shall include: 1) Location of use(s) on site; 2) Height of all improvements and structures; 3) Adjacent conforming land uses; 4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission; and 5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.

NO changes to the building.
simple cosmetic work.

SPECIAL LAND USE APPLICATION

- E. Describe how ingress/egress to the use will be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
1. Reduction in the number of Ingress/egress points through elimination, minimization and/or consolidation of drives and/or curb cuts;
 2. Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 3. Reduction/elimination of pedestrian/vehicular traffic conflicts;
 4. Adequacy of sight distances;
 5. Location and access of off-street parking; and
 6. Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.

We only plan on doing 2-4 cars per day.

- F. Describe how the proposed use will be consistent with the intent and purpose of the zoning district in which it is proposed

Its already light industrial & believe this use fits



Project narrative

From Jacob Kaufer <[REDACTED]>

Date Tue 4/7/2026 7:07 PM

To Matt Lonnerstater [REDACTED]

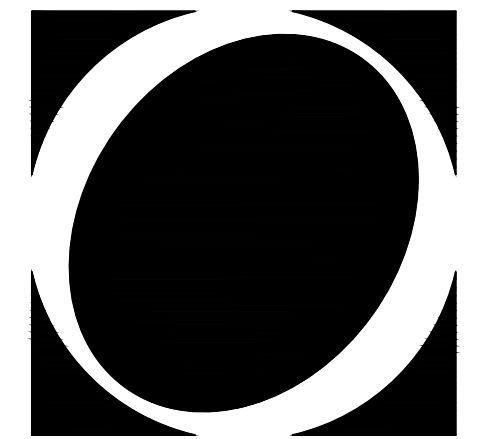
Warning: Unusual sender [REDACTED]

You don't usually receive emails from this address.
Make sure you trust this sender before taking any actions.

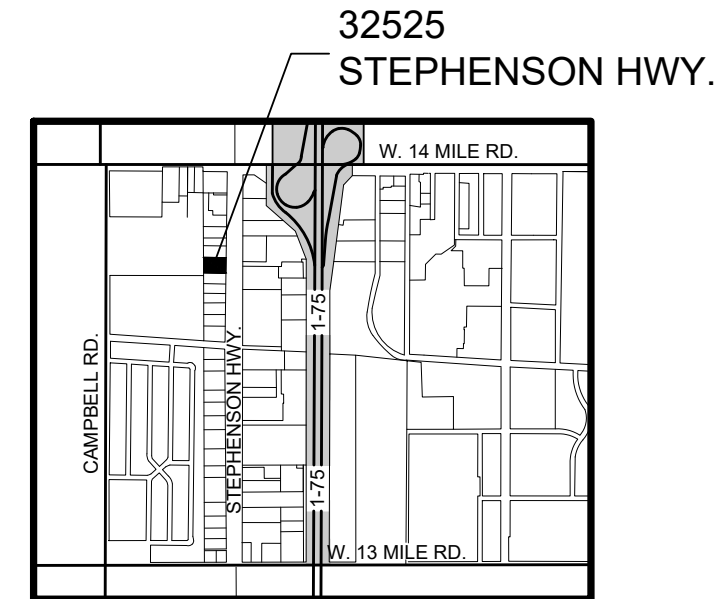
The products that will be sold will be car, audio, alarms, remote starts speakers etc The hours will be 10 to 6 Monday through Saturday. There will be one employee on site which will be me. in a basic description of what I do is installing the products that I sell into cars, there will be no fluids removed out of vehicles no major components removed off of vehicles just basic electronics being installed into the vehicles. all activities will be conducted inside the garage nothing outdoors. if you need anything else, please let me know. Thank you.

JK SOUND & SECURITY
32525 STEPHENSON HWY.
MADISON HEIGHTS, MICHIGAN 48071

SPECIAL USE LAND APPLICATION
CAR SECURITY & AUDIO INSTALLATIONS



ISSUED FOR:
 SPECIAL LAND USE APPLICATION 03-29-26



LOCATION MAP

DRAWING INDEX:

- S1 SITE PLAN & SITE DATA
- A1 EXISTING FLOOR PLAN
- A-2 ENLARGED PLANS

PROPERTY DESCRIPTION:

T1N, R11E, SEC 2,
 MALLY'S INDUSTRIAL SUB NO 2.

SITE DATA:

PARCEL ID: 25-02-101-030
 ZONED: M1 LIGHT INDUSTRIAL, OFFICE, RETAIL
 CONSTRUCTION TYPE: IIA
 SITE AREA: .68 ACRES (27,858 Sq.Ft.)

BUILDING DATA:

USE GROUP: APPAREL WAREHOUSING
 BUILDING AREA: 12,507 Sq.Ft.
 (GROSS 48% OF TOTAL SITE)
 USEABLE FLOOR AREA (UFA): 10,982 Sq.Ft.
 NOT SPRINKLED

Building Useable Floor Area (UFA)	
WAREHOUSE:	= ±8,272.0 Sq.Ft.
OFFICE:	= ±1,574.0 Sq.Ft.
RECEIVING:	= ±1,014.0 Sq.Ft.
TOTAL	= ±10,860 Sq.Ft.

PARKING:

WAREHOUSE:
 1 SPACE PER 1,000 Sq.Ft. of UFA=8
 OFFICE:
 1 SPACE PER 300 Sq.Ft. of UFA=5
 8+5 = 13 Spaces Required

JK AUDIO REQUIREMENTS:

AUTOMOBILE SERVICE OFFICE:
 1 PER 300 Sq.Ft. of UFA (Existing, Allocated)
 INSTALLATIONS:
 2 PER SERVICE BAY (1 Service Bay)
 =8 SPACES REQUIRED (Existing, Allocated)

TOTAL REQUIRED SPACES = 13
 27 AVAILABLE SPACES
 (2 EXISTING ADA VAN ACCESSIBLE)

OCCUPANT LOAD (GROSS Sq.Ft.)
 WAREHOUSING APPAREL: 1 PERSON / 500 Sq.Ft.
 (12,507 Sq.Ft.) = 25
 OFFICE: 1 PERSON / 150 Sq.Ft.
 (1,917 Sq.Ft.) = 13
TOTAL OCCUPANT LOAD= 35 PERSONS

CODE REFERENCES
 2015 MICHIGAN REHAB CODE
 2021 INTERNATIONAL FIRE CODE (IFC)



1935 YOSEMITE BLVD. 28
 BIRMINGHAM, MICHIGAN
 48009
 248.909.2808

PROJECT:
J K SOUND & SECURITY
 32525 Stephenson Hwy.
 Madison Heights
 MI 48071

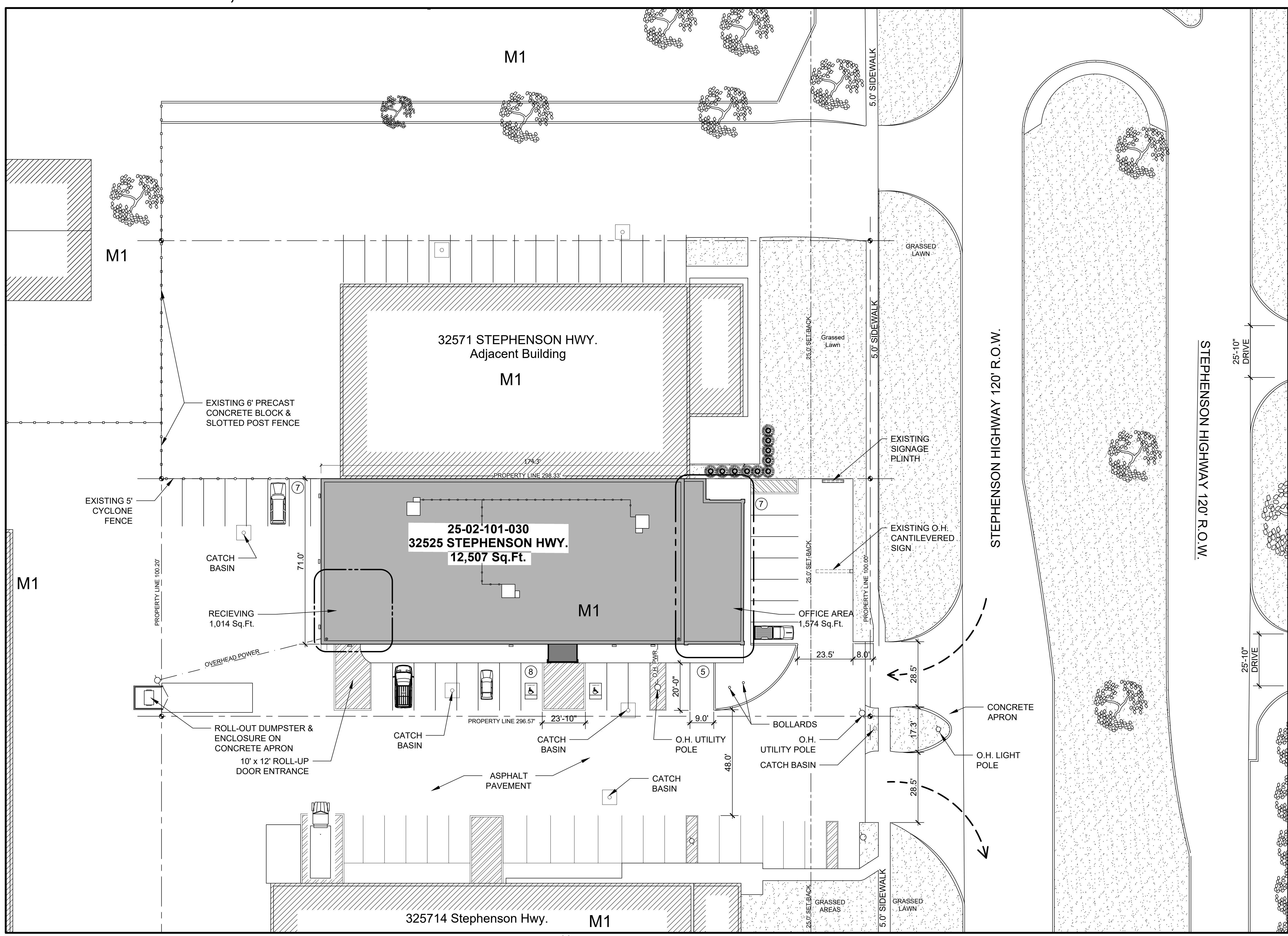
DRAWING TITLE:

**SITE PLAN
 DATA
 & ROOF PLAN**

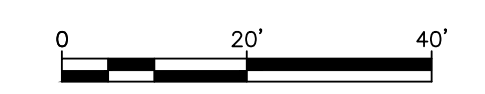
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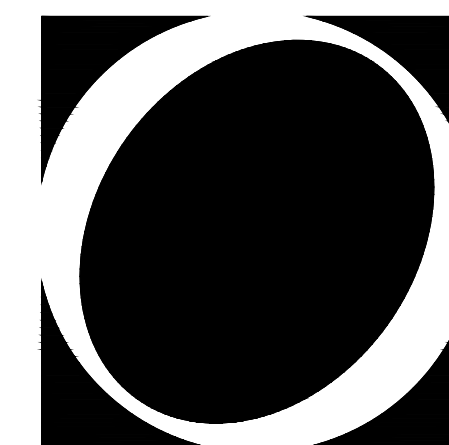
SHEET No.

S1



1 SITE PLAN
 Scale: 1:20





ISSUED FOR:
SPECIAL LAND USE APPLICATION 03-29-26

O&Co

design and planning

1935 YOSEMITE BLVD. 28
BIRMINGHAM, MICHIGAN
48009

248.909.2808

PROJECT:

**J K SECURITY
& AUDIO LLC**
32525 Stephenson Hwy.
Madison Heights
MI 48071

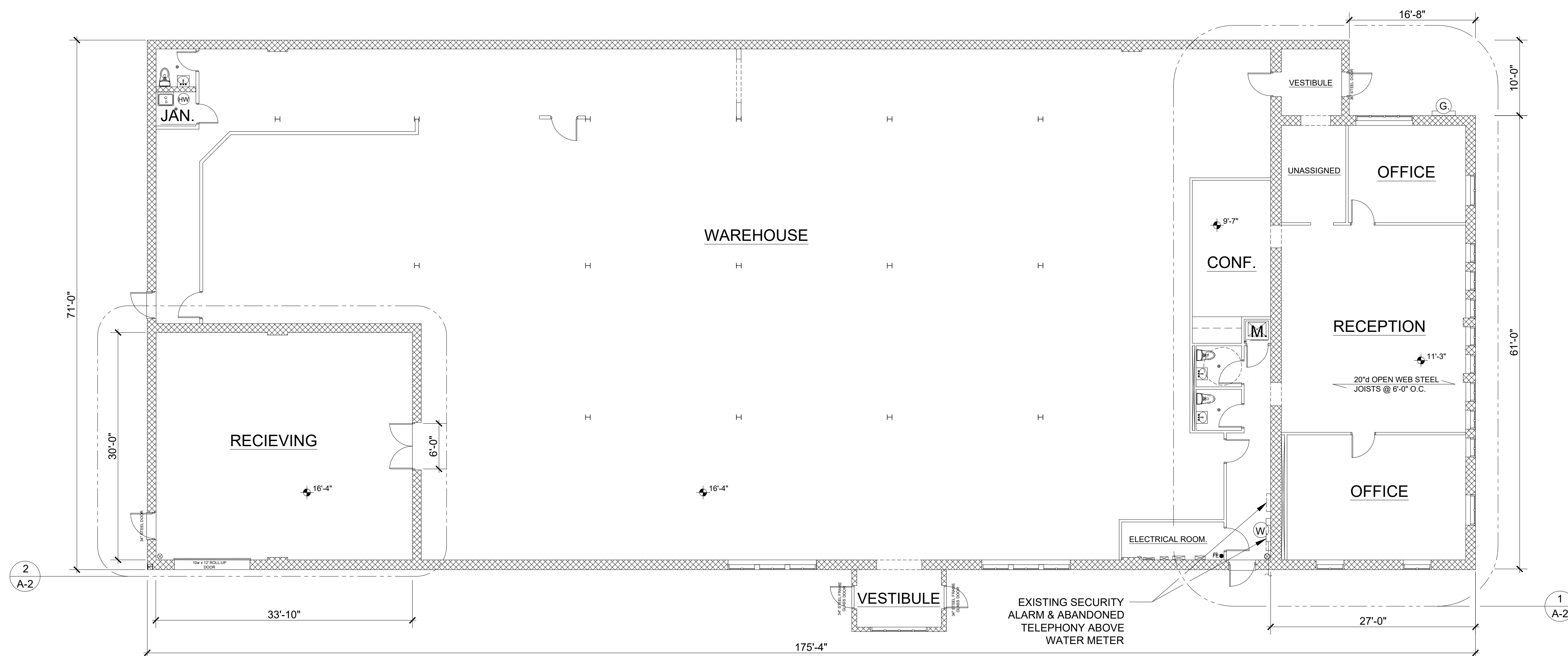
DRAWING TITLE:

**EXISTING FLOOR
PLAN**

DRAWN: PO
CHECKED: --

SHEET No.

A-1



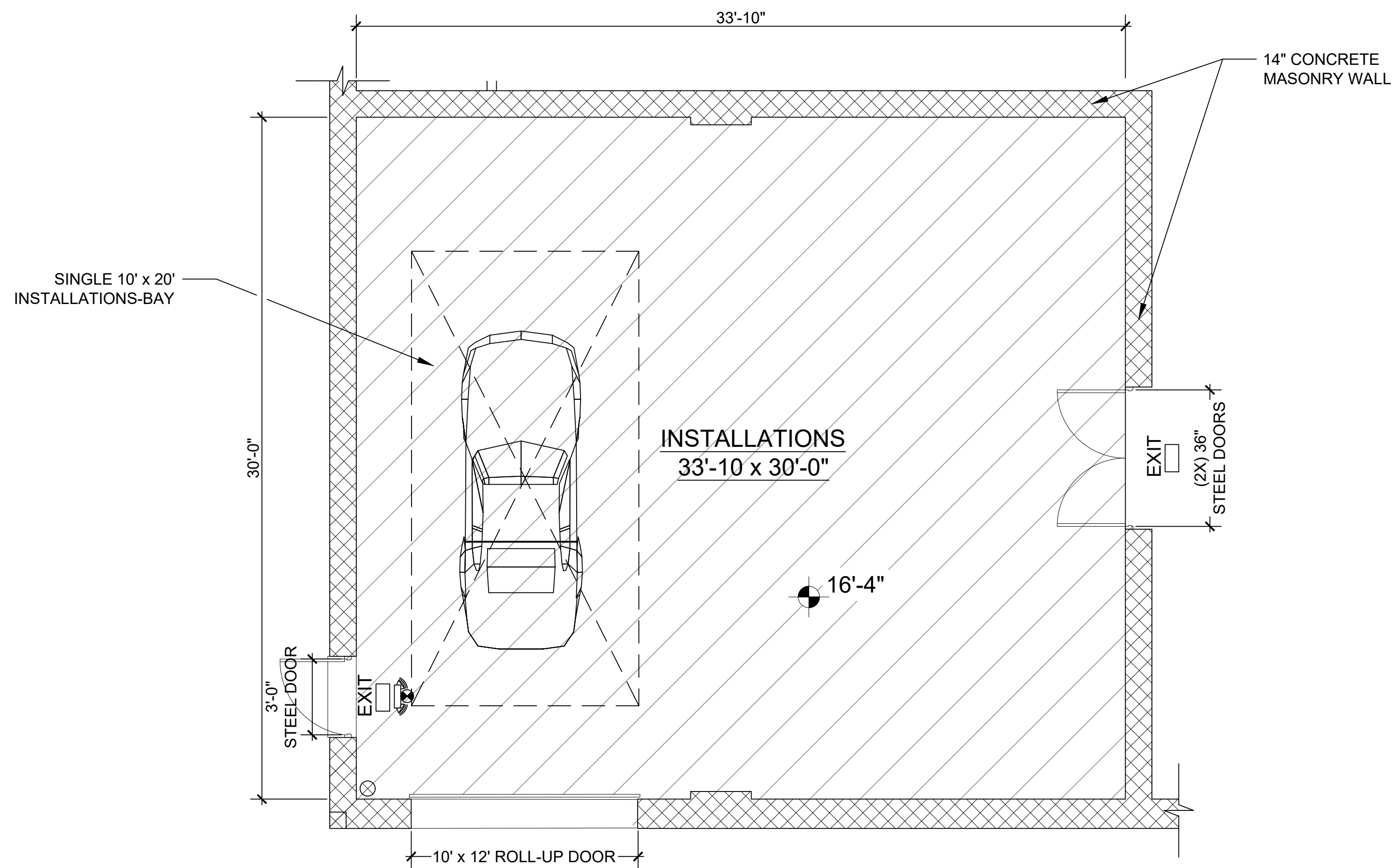
1 EXISTING FLOOR PLAN
Scale: 1/8" = 1'-0"

SPECIAL LAND USE APPLICATION :

UNDER THE SPECIAL LAND USE JK SOUND & SECURITY, LLC INTENDS TO USE AREAS OF THE EXISTING BUILDING, DESIGNATED ON PLANS AS "OFFICE" (1,574Sq. Ft.) AND "INSTALLATIONS (1,013 Sq.Ft.)"

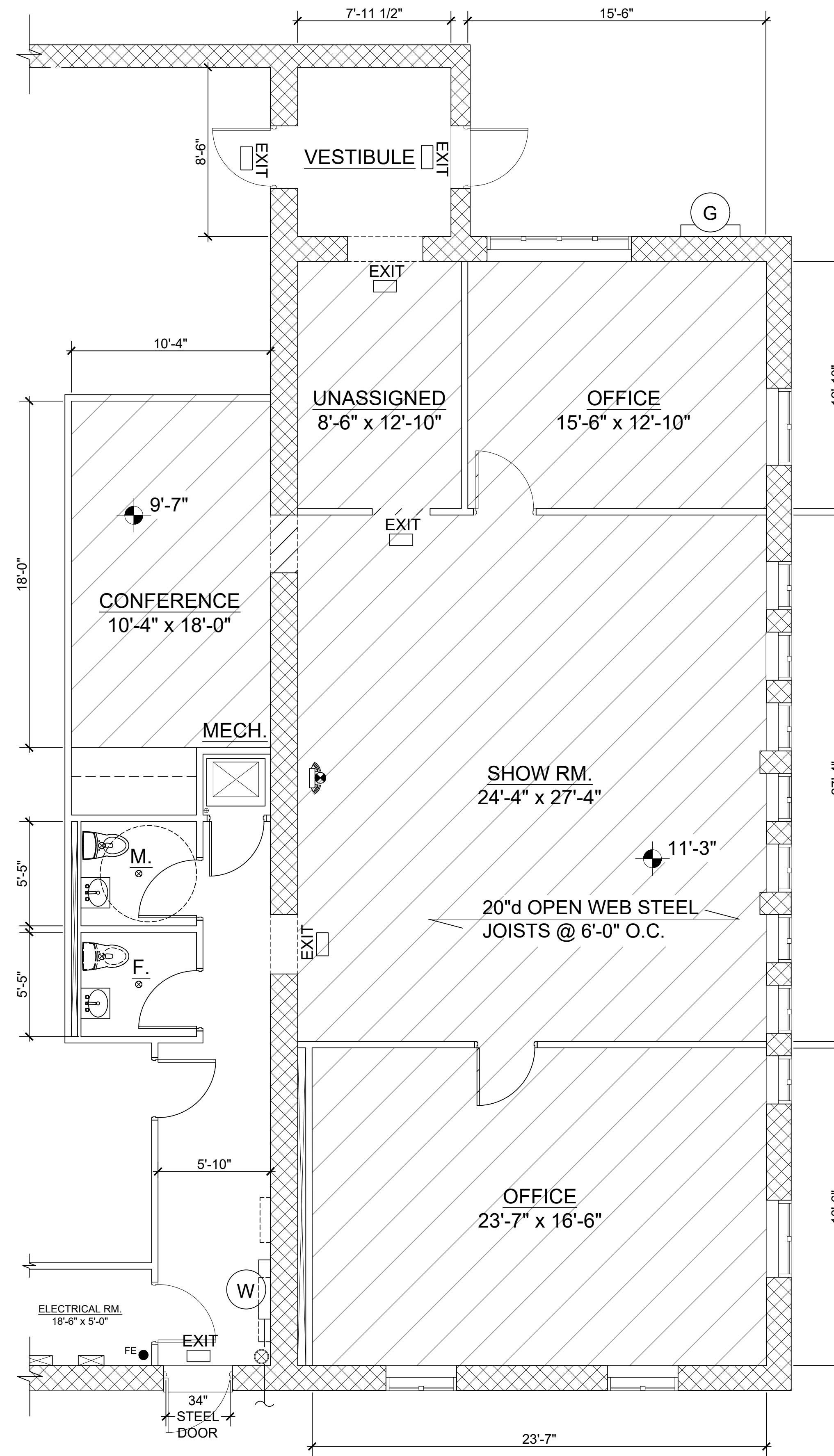
THE PURPOSE OF THE ENTERPRISE IS TO PROFITABLY PROVIDE AUTOMOBILE SECURITY, GIS/GPS, AUDIO CONSULTING, SALES & SERVICE AND TO INSTALL THESE SYSTEMS AND COMPONENTS INTO CUSTOMER VEHICLES.

NO WORK REQUIRING THE REPAIR, REBUILDING, REPLACING, DISMANTLING OF ENGINE, BRAKE, TRANSMISSION, SUSPENSION, CHASSIS, TIRES OR BODY COMPONENTS, NOR DISPOSAL OF ASSOCIATED, POTENTIALLY HAZARDOUS, FLUIDS SHALL BE PERFORMED.



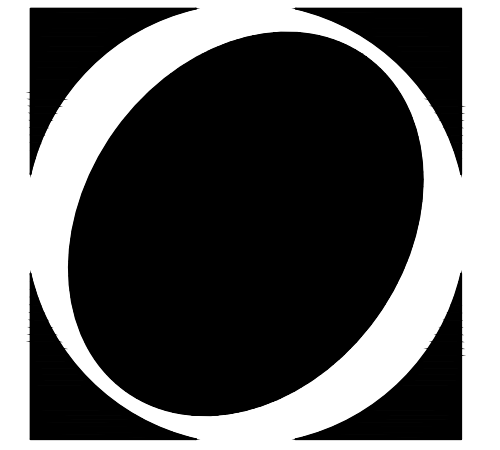
1 INSTALLATION
Scale: 1/4" = 1'-0"

INSTALLATION AREA: 1,013 Sq.Ft.



1 OFFICE
Scale: 1/4" = 1'-0"

OFFICE USEABLE AREA: 1,574 Sq.Ft.



ISSUED FOR:

SPECIAL LAND USE APPLICATION 03-29-26

O&Co

design and planning

1935 YOSEMITE BLVD. 28
BIRMINGHAM, MICHIGAN
48009

248.909.2808

PROJECT:

JK SECURITY & AUDIO LLC
32525 Stephenson Hwy.
Madison Heights
MI 48071

DRAWING TITLE:

ENLARGED FLOOR PLANS

DRAWN: PO

CHECKED: --

SHEET No.

A-1

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Planning Commission for the City of Madison Heights will hold a public hearing on **Monday, May 18th, 2026 at 5:30 p.m. in the City Council Chambers of the Municipal Building at 300 W. 13 Mile Road, Madison Heights, Michigan 48071** to consider the following **Special Land Use** requests:

Case # PSP 26-02 – 27392 Park Ct.

The applicant, Lisa Barnett, requests Special Land Use approval per the procedures set forth in Section 7.03 and Section 15.05 of the Madison Heights Zoning Ordinance to operate a Major Home Occupation (pet grooming) at her residence at 27392 Park Court (tax map # 44-25-13-452-010). The property is zoned R-3, One-Family Residential.

Case # PSP 26-03 – 32525 Stephenson Hwy.

The applicant, Jacob Kaufer, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate a Minor Auto Repair and Service business (audio and electronic sales and installation) at 32525 Stephenson Highway (tax map # 44-25-02-101-030). The property is 0.68 acres in size and is zoned M-1, Light Industrial.

Case # PSP 26-04 – 32371 Dequindre Rd.

The applicant and property owner, Sergio Basmajian c/o 32371 Dequindre LLC, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate an Auto Sales and Minor Auto Repair and Service business at 32371 Dequindre Road (PIN 44-25-01-226-021). The property is 1.4 acres in size and is zoned M-1, Light Industrial

The applications and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at www.madisonheightsmi.gov in the Agenda Center.

If you are unable to attend the meeting, you can send your comments via email to: MLonnerstater@madisonheightsmi.gov and your comment will be read into the record at the meeting. Written comments may also be mailed prior to the meeting to 300 West Thirteen Mile Road, Madison Heights, Michigan, 48071. All comments will be heard at the meeting.

MADISON HEIGHTS COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
(248) 583-0831

Section 3.17 M-1 Light Industrial District

PREAMBLE		
<p>The M-1 Light Industrial District is designed so as to primarily accommodate wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner affects in a detrimental way any of the surrounding districts.</p>		
REQUIRED CONDITIONS		
<p>Any use established in the M-1 District shall be operated so as to comply with the performance standards set forth hereinafter in Article 9</p>		
PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> • Artisan Manufacturing/Makerspace • Artist Studio • Auto Sales (New and Used) and Rental 7.03(3) • Banquet/Assembly/Meeting Halls (less than 75 persons) 7.03(5) • Bars and Taprooms • Business or Trade Schools • Contractor's Office 7.03(9) • Essential Public Utility Services • Financial Institutions • General Warehouse and Distribution • Government Office Building/Courthouse/Public Police and Fire Services • Incubator Kitchen or Catering Facility • Incubator Workspaces • Indoor Recreational Business 7.03(21) • Industrial Tool and Equipment Sales, Rental, Service, Storage and Distribution • Light Industrial, Assembly, Repair and Manufacturing • Medical Marihuana and Adult Use Marihuana Safety Compliance Facility 7.03(25) • Medical Marihuana Caregivers (Primary Caregiver Marihuana Grow Overlay District only) 7.03(24) • Microbreweries, Wineries and Distilleries • Post Office • Professional Office • Public Library, Museum, Art Center, Community Center • Public Parks • Religious Institutions, Private Clubs, and Lodges (less than 75 persons) 7.03(39) • Research, Development and Testing Facilities • Restaurant • Temporary Buildings and Uses 7.03(43) 	<ul style="list-style-type: none"> • Auto Repair and Service (Major) 7.03(2) • Auto Repair and Service (Minor) 7.03(2) • Auto Sales (New and Used) and Rental 7.03(3) • Commercial Kennels and Boarding Facilities 7.03(8) • Fleet Vehicle and Trucking Storage Yard. Commercial Storage of Boats, Trailers, Recreational Vehicles, or other Operable Vehicles or Equipment. • Home Improvement Centers and Garden Centers, Small and Mid-Format (up to 30,000 sq. ft.) and Large-Format (>30,000 sq. ft.) 7.03(17) • Indoor Shooting Range 7.03(22) • Lumber Yard 7.03(17) • Parking as a Principal Use 7.03(34) • Recycling Drop Off Centers • Self-Storage Facility 7.03(40) • Wholesale Sales/Retail 	<ul style="list-style-type: none"> • Accessory Buildings, Structures and Uses Section 8.03 • Firearm Retail Sales 7.03(13) • Outdoor Dining and Seating 7.03(31) • Outdoor Sales and Display 7.03(33)

The above list is a summary of Principal Permitted Uses, Special Land Uses, and Accessory Uses in the district. Uses provided with a section reference indicates uses that have specific use standards. Refer to [Article 2](#) for definitions of uses.

DIMENSION REGULATIONS			
Lot Standards		Minimum Setbacks	
Min. Lot Area (sq. ft.)	--	Front Yard (ft.)	50 ft.
Min. Lot Width (ft.)	--	Side Yard (one) (ft.)	20 ft. (A)
Max. Lot Coverage	--	Side Yard (total of 2) (ft.)	40 ft. (A)
Min. Floor Area/Unit	--	Street Sides (ft.)	50 ft.
Max. Building Height (ft.)	40 ft.	Rear Yard (ft.)	25 ft.
Max. Building Height (stories)			

Footnotes: Refer to [Section 4.02](#) wherever a footnote is referenced in parentheses after one of the design regulations.

Section 7.03 Use-Specific Standards

2. AUTO REPAIR AND SERVICE FACILITIES (MINOR AND MAJOR):

- A. **Residential Separation Buffer.** A twenty (20) foot buffer shall be provided between any portion of an auto repair/service facility (e.g., buildings, access drives, parking area) and the property line of a residentially-zoned or used parcel, screened and landscaped in accordance with **Section 11.04** (Transitional Landscaping).
- B. **Location of Repair and Servicing.** All repair and servicing operations shall be conducted entirely within an enclosed building. All equipment used in the servicing and repair of vehicles shall be located within an enclosed building.
- C. **Outside Storage Prohibited:**
 - 1. Outside storage or parking of disabled, wrecked, inoperable, or partially dismantled vehicles shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with **Section 8.03(6)** (Accessory Outdoor Storage).
 - 2. Outdoor storage of materials, such as tires, barrels, or other materials used or sold on the premises, shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with **Section 8.03(6)** (Accessory Outdoor Storage).
- D. **Hours of Operation.** No auto repair or maintenance services shall be performed before 7 a.m. or after 9 p.m.
- E. **Service Bays:**
 - 1. Service bays that are oriented toward a public street shall be screened from the right-of-way, at minimum, in accordance with perimeter parking lot screening standards, **Section 11.06**.
 - 2. Doors to repair service bays shall be closed when providing services to vehicles, except for conveyance into and out of the service bays.
- F. **Vehicular Access and Circulation:**
 - 1. Auto repair and service facilities, when located on a corner lot, shall provide vehicular entrances or exits (curb cuts) no less than thirty-five feet from the intersection of the property lines at the corner.
 - 2. A maximum of one (1) curb cut is permitted per street frontage. All curb openings shall not exceed thirty-five (35) feet in width at the property line.
 - 3. On corner lots, no driveway from a side street shall be less than ten (10) feet from rear property line as measured along the side street property line.
 - 4. A bypass lane shall be provided to allow vehicles a way to enter and exit the site without having to turn around on the site or travel through a repair or service bay.
 - 5. All maneuvering areas, stacking lanes, and exit driveways shall be located within the auto repair and service facility property.
- G. **Vehicles awaiting repair.** All vehicles awaiting repair or service shall be parked on site. No vehicles shall be parked on a public street, including those towed to the facility.

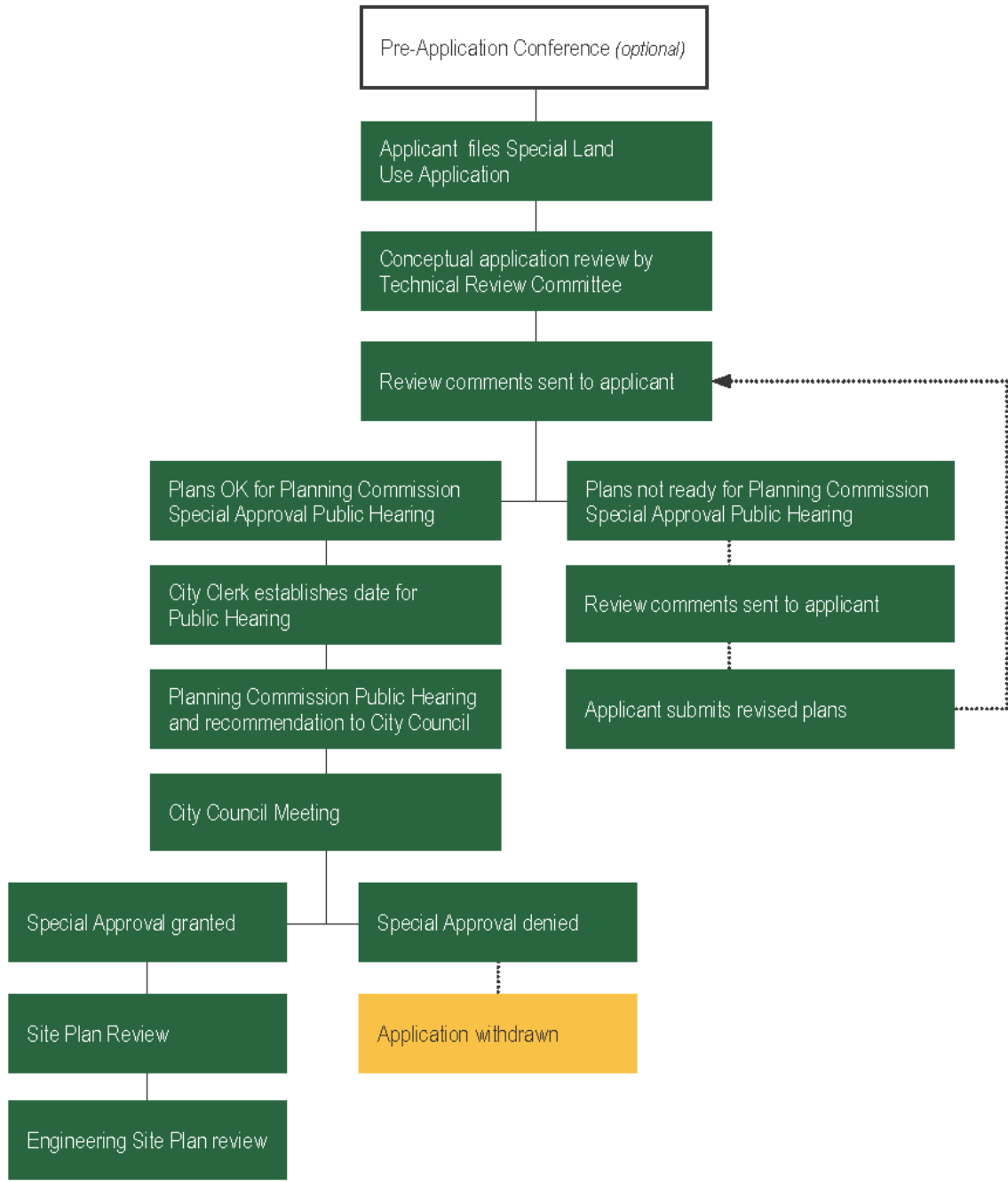
- E. The guarantee or portion thereof, shall be promptly released upon the inspection and approval of all improvements in compliance with the approved final site plan or conditional use permit and all applicable city standards and specifications. Portions of the guarantee may be released, in not more than three installments, provided:
- (1) The project or approved phase of a project has been completed for six months and the improvements for which the release is requested have been inspected and approved in accordance with the above standards, and the remaining balance is sufficient to cover the remaining improvements, including administrative and contingency expenses.
 - (2) The guarantee shall not be reduced below the minimum amount required above.
- F. **Types of Completion Guarantees.** The applicant may provide a guarantee in the form of a cash deposit, certified check, surety bond or letter of credit in a form acceptable to the city. Surety bonds and letters of credit shall be valid for a period of one year past the anticipated request for the last Certificate of Occupancy for the entire project and, if required, shall be renewed by the applicant not less than 30 days prior to expiration.

Section 15.05 Special Land Use Review

1. **Purpose.** The purpose of this section shall be to:
 - A. Require Special Land Use approval for certain uses in all zoning districts that are listed as Special Land Uses.
 - B. Establish review procedures for all Special Land Uses.
 - C. Establish review standards for all Special Land Uses.
 - D. Establish the Planning Commission as the advisory board and City Council as the final review and approval authority for Special Land Uses.
 - E. Establish authority to impose conditions upon Special Land Uses.
2. **Submission and Review Process.** All Special Land Uses in all zoning districts shall be reviewed in accordance with the following procedures:
 - A. Applicant may request a preliminary meeting with Community and Economic Development Department staff to discuss the proposal, design elements, ordinance requirements, etc. The applicant may further request a preliminary discussion at the Planning Commission for informal input. The city's comments during a pre-application conference shall be advisory in nature only.
 - B. Applicant submits application, fee, two (2) copies of the proposed conceptual site plan, and a digital version of the conceptual site plan, to the Community and Economic Development Department (site plan must be reduced to 11" x 17"). A separate site plan application is not required at the time of special land use review. A conceptual site plan shall include at a minimum:
 - (1) Location map showing the proposed site location, zoning classifications and major roads.
 - (2) Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
 - (3) Location of all existing and proposed structures, uses, number of stories, gross building area, required and proposed setback lines, and distances between structures on the subject property.
 - (4) The percentage of land area devoted to building, paved, and open space.
 - (5) All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths.
 - (6) Number of parking spaces and location of loading areas and handicap parking spaces and access routes on the subject property.
 - (7) Location and height of all walls, fences, and landscaping, including a conceptual landscaping plan.
 - (8) Location and widths of all abutting streets, existing and proposed rights-of-way, easements, and pavement.

- (9) Type of existing and proposed surfacing of all drives, parking areas, loading areas and roads.
 - (10) All utilities located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, and proposed fire suppression line into building. Proposed sanitary leads and sanitary sewers must also be shown, as applicable.
 - (11) Preliminary storm system layout and flow arrows demonstrating that storm flow connections and disposal methods are feasible.
 - (12) Existing and proposed ground contours at intervals of two feet, or spot elevations sufficient to review the proposed grading and drainage plan, as determined by the city's consulting engineer.
- C. The Planning and Zoning Administrator may waive particular submittal items, as listed above, upon a determination that such items are not necessary for making a determination on the requested Special Land Use.
 - D. The Technical Review Committee reviews the Special Land Use application for general conformance with Ordinance requirements and transmits review comments to the applicant for revision, if necessary. Applicant submits revised materials to Planning and Zoning Administrator, if necessary, for re-consideration by Technical Review Committee. Comments made by the Technical Review Committee shall be forwarded onto Planning Commission for consideration.
 - E. The Planning and Zoning Administrator notifies the City Clerk when Special Land Use applications are adequate for consideration by The Planning Commission. The Planning and Zoning Administrator and City Clerk establish a public hearing date and post/send public notices in accordance with [Section 15.01](#).
 - F. The Planning Commission shall hold a public hearing. Following the public hearing, the Planning Commission shall review the request and make a recommendation to the City Council in the form of a motion. The recommendation may be subject to certain conditions or changes being made.

If the Planning Commission requires additional information, the application may be postponed to a date certain until such information has been received.
 - G. Following the review and recommendation of the Planning Commission, the application shall be forwarded to the City Council at its next scheduled meeting. The City Council shall consider the request, along with the Planning Commission recommendation, and approve, approve with conditions, or deny the application for special use approval. If City Council requires additional information, the application may be postponed to a date certain until such information has been received.
 - H. Each action taken with reference to special land use approval shall be duly recorded in the minutes of the Planning Commission and City Council and shall state the grounds for the action taken upon each special use submitted for its approval.
 - I. Special land use approval shall be obtained from the City Council before issuance of a Certificate of Occupancy for any special land use, and prior to the submittal and approval of a site plan, engineering plan, and building permit, if required.
 - J. The Planning and Zoning Administrator, in coordination with the City Clerk, sends the applicant a Notice of Action and a copy of the City Council minutes from the meeting in which the case was acted upon. If Site Plan approval is required for the project, the applicant may apply for Site Plan review in accordance with [Section 15.04](#)



3. **Review Standards and Criteria.** In approving a special land use, the Planning Commission and City Council shall make a finding that the proposed Special Land Use is in compliance with all of the following standards:
- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
 - C. The special land use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
 - D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;
 - (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the planning commission; and
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
 - E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
 - (1) Reduction in the number of ingress/egress points through elimination, minimization and/or consolidation of drives and/or curb cuts;
 - (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 - (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
 - (4) Adequacy of sight distances;
 - (5) Location and access of off-street parking;
 - (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.
 - F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.
 - G. In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of this Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.
4. **General Stipulations.**
- A. The breach of any condition, safeguard or requirement, and the failure to correct such breach within 30 days after an order to correct is issued by the city shall be reason for immediate revocation of the Special Land Use Approval. Conditions and requirements stated as a part of special use permit authorizations shall be continuing obligations of the holders of such permits and are binding upon their heirs and assigns and upon any persons taking title to the affected property while such special use permit is in effect.
 - B. The discontinuance of a special land use after a specified time may be a condition to the issuance of the permit. Renewal of a special land use permit may be granted after a review and determination by the city council that

continuing private need and public benefit will be served by such renewal. Renewal applications shall be in accord with standards and requirements in effect at the time that the renewal is requested.

- C. Application for Special Land Use Approval shall be made with the full consent of all persons having an ownership interest in the land on which the Special Land Use is requested. All persons having ownership interest in the property shall sign the application prior to its acceptance by the city.
 - D. Special Land Use Approval is valid for a period of one year. When required, site plan approval and commencement of construction of approved improvements must occur within one year of the city council's Special Land Use Approval or the Special Land Use Approval shall be automatically null and void. The City Council may grant an extension for good cause for a period not to exceed six months from the date of expiration of the original approval provided for extension is made during the period of effectiveness.
 - E. When an established use approved under the special land use approval procedure ceases to function or is abandoned for a period of six months, the special use approval shall lapse and shall no longer be in effect.
 - F. The record of the city council shall be the approved minutes for Special Land Use cases. Said record shall be made available to the applicant whether the Special Land Use Approval request is approved, approved with conditions, or denied and shall constitute notice of the city council's decision regarding the Special Land Use Approval request.
 - G. The Planning Commission shall give notice of the time and place of the required public hearing as required by state law.
 - H. All construction, improvement or use of a parcel or parcels of land shall be in complete accord with the Special Land Use Approval, any conditions imposed by the city council and the approved site plan.
 - I. A special land use permit may be terminated by subsequent rezoning of the affected site as a part of an appropriate zoning district, subject to any vested nonconforming use rights. Such termination may be initiated only after determination by the city council that the development status of the site is in accordance with requirements of the zoning district in which it is to be placed. There shall be no waiver of standards or procedures, including publication, hearings, planning commission and city council action, in regard to the rezoning of a site which is occupied or used under a special use permit.
 - J. No reapplication, reconsideration and/or rehearing for a special use permit which has been denied by the city council shall be resubmitted until the expiration of one year from the date of such denial, except on grounds of newly discovered evidence or proof of materially changed conditions, sufficient to justify reconsideration by the city council. Each reapplication will be treated as a new application.
 - K. Appeals: No decision or condition related to a special land use application shall be appealed to the Zoning Board of Appeals. An appeal of a special land use decision or condition may be taken to Circuit Court.
5. **Amendments, Expansions or Change of Special Land Use.** The following provisions apply when there is an amendment or a proposed expansion to an approved special land use, an amendment or proposed modification to a condition previously applied to a special land use, or when there is a proposed change from one special land use to another.
- A. **Amendments.** Any applicant who has been granted special land use approval shall notify the Planning and Zoning Administrator of any proposed amendment to the approved Special Land Use. The Planning and Zoning Administrator shall determine whether a proposed amendment requires new special land use approval. New special land use approval may be required when such amendment is a departure from the operation or use described in the approved application or causes external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display. Any alteration of previously approved conditions pertaining to a special land use approval shall require resubmittal and new Special Land Use consideration by Planning Commission and City Council in the manner described in this Section.
 - B. **Expansions.** An expansion of any use requiring a special use approval that results in an increase of 10% or more of the building, parking, paved areas, or site area shall require resubmittal and new Special Land Use consideration in the manner described in this Section.
 - C. **Change in Use.** The applicant shall be responsible for informing the Planning and Zoning Administrator of any significant change in an approved special land use, operations, or activities prior to any such change. The Planning and Zoning Administrator shall determine if a new special land use approval is required. A significant change shall

mean any departure from the operation or use described in the approved application or any change that may cause external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display.

Section 15.06 Variances and Appeals

1. **Administrative Appeals.** The Zoning Board of Appeals shall have the power to hear and decide appeals where it is alleged by the applicant that there is an error in any order, requirement, permit, decision, or interpretation made by the Planning and Zoning Administrator, zoning enforcement officer, or any other administrative official, board or commission in carrying out or enforcing any provision of this Ordinance, except where this Ordinance prohibits Zoning Board of Appeal Action (e.g. direct appeal to Circuit Court).
 - A. An appeal to the Zoning Board of Appeals based in whole or in part on the provisions of this Ordinance may be taken by any person, firm or corporation aggrieved or by any governmental officer, department, board or bureau affected by the decision of the building inspector aggrieved by the decision, order, requirement, or determination made by the Planning and Zoning Administrator, Technical Review Committee, Planning Commission, zoning enforcement officer, or other administrative official or board or commission tasked with administering or enforcing the provisions of this Ordinance. Such appeal shall be taken by filing a notice of appeal with the Planning and Zoning Administrator on appropriate forms provided by the Community and Economic Development Department. The Planning and Zoning Administrator shall transmit all papers constituting the records of such appeal to the board. The board may require the applicant to furnish such surveys, plans or other information as may be required for the proper consideration of the matter. Upon a hearing before the board, any person or party may appear in person, or by agent, or by attorney.
 - B. **Time for Appeal.** An appeal shall be filed to the Planning and Zoning Administrator within thirty (30) days from the date listed on the Notice of Action referring to the order, requirement, decision, or determination which is the subject of the appeal.
 - C. The Zoning Board of Appeals shall fix a reasonable time for the hearing of the appeal and give due notice thereof to in accordance with the procedures set forth in the Michigan Zoning Enabling Act, PA 110 of 2006 (as amended) and [Section 15.01](#).
 - D. The board may reverse or affirm wholly or partly or may modify the order, requirement, decision or determination as, in its opinion, ought to be made in the premises and, to that end, shall have all the powers of the officer from whom the appeal is taken. The concurring decision of a majority of the members of the board shall be necessary to reverse an order, requirement, decision or determination of an administrative officer or body, or to decide in favor of the applicant a matter upon which they are required to pass under an ordinance, or to effect a variation in an ordinance. An appeal shall stay all proceedings in furtherance of the action appealed from unless the building inspector certifies to the Zoning Board of appeals after notice of appeal shall have been filed with him that by reason of facts stated in the certificates a stay would cause imminent peril to life and property, in which case the proceedings shall not be stayed otherwise than by a restraining order which shall be granted by the Zoning Board of Appeals or by the Circuit Court on application, on notice of the building inspector and on due cause shown.
2. **Variances.** The ZBA shall have the power to authorize, upon application, specific variances from such dimensional requirements as lot area and width regulations, building height and square foot regulations, yard width and depth regulations; such requirements as off-street parking and loading space, requirements, sign regulations and other similar requirements as specified in the Ordinance, provided such modifications will not be inconsistent with the purpose and intent of such requirements. In granting a variance, the Zoning Board of Appeals shall make findings that a "practical difficulty" has been shown by the applicant by finding that all of the following requirements have been met by the applicant's petition:
 - A. That strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose, and would thereby render the conformity unnecessarily burdensome for other than financial reasons; and
 - B. That a variance will provide and preserve a substantial property right similar to that possessed by other properties within the same zoning district and in the neighboring area, provided that possible increased financial return shall not of itself be deemed sufficient to warrant a variance; and



MEMORANDUM

Date: May 13th, 2026
 To: City of Madison Heights Planning Commission (May 18th, 2026 Meeting)
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Special Land Use Request PSP 26-04– 32371 Dequindre Road – Minor Auto Repair and Auto Sales

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 10

Introduction

The applicant and property owner, Sergio Basmajian, requests Special Land Use approval from the Planning Commission and City Council under **Section 15.05** of the Madison Heights Zoning Ordinance to operate a Minor Auto Repair and Service use with an associated auto sales showroom at 32371 Dequindre Road, zoned M-1, Light Industrial; tax parcel # 44-25-01-226-021. The property is located on the west side of Dequindre Road, north of Avis Drive. An auto sales showroom and business is proposed in conjunction with the auto repair use.

Previous Action

The Planning Commission considered a similar Special Land Use request for a minor auto repair facility at this location at the February 17th, 2026 meeting. The Planning Commission recommended approval of the Special Land Use, with conditions relating to landscaping, concrete details, and stormwater. Minutes from this Planning Commission meeting are contained in the meeting packet.

At the March 9th, 2026 City Council meeting, City Council denied the Special Land Use request for the auto repair facility by a vote of 4-3. Minutes from the City Council meeting are also contained in the meeting packet.

Per Section 15.05.4 (Special Land Uses – General Stipulations), *“no reapplication, reconsideration and/or rehearing for a special use permit which has been denied by the city council shall be resubmitted until the expiration of one year from the date of such denial, **except on grounds of newly discovered evidence or proof of materially changed conditions sufficient to justify reconsideration by the city council.** Each reapplication will be treated as a new application.”*

The new Special Land Use submittal reduces the number of auto repair bays/lifts from six (6) to four (4) and adds an auto sales showroom (with new showroom storefront windows) to the front of the building facing Dequindre. As these changes represent a departure from the previous submittal, staff has determined that the Special Land Use request may proceed as a new submittal under the provisions of Section 15.05.4

Project Details

The subject property is 1.4 acres in size and is currently improved with an 11,844 square-foot light industrial building and asphalt parking area at the rear of the building. The building has been vacant for a few years but was most recently occupied by engineering and industrial offices. Per the project narrative and concept plan, the applicant intends to repurpose the building and site into an automotive repair use with four (4) service bays. The building will also accommodate an auto sales showroom with new storefront windows facing Dequindre Road. Proposed services include oil change, brakes, and engine repair, collectively classified as “Minor Auto Repair” in the Zoning Ordinance; Minor Auto Repair requires Special Land Use approval in the M-1 zoning district. Auto sales uses are permitted by right in the M-1 district subject to use-specific standards. The applicant has not indicated hours of operation or total employees.

32371 Dequindre Rd. – Aerial Image – Existing Conditions (Red Outline)



Streetview from Dequindre Road



Site and Use History

Historic aerial imagery and city permitting records indicate that the principal building and parking lot were constructed in the early 1960s as drafting offices for Vertstand Engineering, with a rear building addition constructed in 1969.

It appears that the previous property owner had an unrecorded shared parking agreement with the gun range to the north which allowed gun range customers/employees to park in the rear portion of the parking lot; this is demonstrated by the parking bumper blocks that were installed along the north edge of the drive aisle and within the parking lot sometime between 2006 and 2008. The bumper blocks, which are still in place, restrict access to the rear portion of the parking lot from the subject parcel; access is only available through the drive aisle on the gun range property. The applicant notes that this unrecorded parking agreement will not be carried forward if the proposed auto repair use is approved. The site plan indicates that the rear bumper blocks in the parking lot will be removed.

Current Location of Parking Bumper Blocks



Use-Specific Standards for Auto Repair and Service Facilities (Minor and Major)

Minor Auto Repair and Service Facilities, including those that offer engine repair, wheel alignment, brake servicing, tire repair and replacement, and oil change services, require Special Land Use approval in the M-1, Light Industrial district. These facilities are also subject to the use-specific zoning standards set forth in **Section 7.03.2**; the full list of standards is attached to this report. The applicant has provided a preliminary site plan and a copy of the proposed floor plan. Staff notes the following use-specific standards which will need to be confirmed by the applicant and confirmed on the formal site plan application, when submitted:

- **Location Repair and Servicing:** *All repair and servicing operations shall be conducted entirely within an enclosed building. All equipment used in the servicing and repair of vehicles shall be located within an enclosed building.*
- **Outside Storage Prohibited:** *Outside storage or parking of disabled, wrecked, inoperable, or partially dismantled vehicles shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage). Outdoor storage of materials, such as tires,*

barrels, or other materials used or sold on the premises, shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage).

- **Hours of Operation:** No auto repair or maintenance services shall be performed before 7 a.m. or after 9 p.m.

Should the Planning Commission move to recommend approval of the Special Land use, staff advises that all of the use-specific standards of Section 7.03.2, including those listed above, be incorporated as a condition of approval.

Use-Specific Standards for Auto Sales (New and Used)

Auto Sales (both new and used) are permitted by right in the M-1 district unless the property abuts a residentially-zoned or used property. Since there are no residential properties in the vicinity, Special Land Use approval is not required for the auto sales use. However, since auto sales represents a component of the overall site plan and building arrangement, it does play a role in the overall Special Land Use consideration.

Use-specific standards for auto sales uses are contained in Section 7.03.3 of the Zoning Ordinance. Staff notes the following use-specific standards which will need to be confirmed by the applicant and confirmed on the formal site plan application, when submitted:

- **Vehicle Display and Storage:** Outdoor vehicle display, sales and storage areas, when permitted, shall be located a minimum of 10 feet from all property lines and right-of-way lines and shall be screened in accordance with Section 11.06 (Parking Lot Landscaping). Within the M-1/M-2 zoning districts, vehicle display areas may be permitted in the front yard a minimum of 20 feet from right-of-way lines. All display vehicles shall be parked in designated display spaces and shall not be parked in required parking spaces. Vehicles displayed for the sale shall not be artificially elevated above grade.
- **Sales Office:** A minimum of 500 square feet within a permanent structure shall be provided on the lot to serve as offices and restrooms for vehicle sales use.
- **Accessory Auto Repair and Service:** Auto repair and service associated with the auto sales use shall receive separate approval for “auto repair and service facility,” in districts where permitted, and shall be subject to the use-specific standards for “auto repair and service facilities.

Site Analysis

Existing Zoning and Land Use

The table below denotes existing adjacent land uses and zoning designations.

	Existing Land Use	Existing Zoning
Site	Vacant (previous engineering offices)	M-1, Light Industrial
North	Gun Range	M-1, Light Industrial
South	Vacant (former auto sales)	M-1, Light Industrial
East (across Dequindre)	Light Industrial	M-2, Medium Light Industrial (City of Warren)
West	Storage/Light Manufacturing	M-1, Light Industrial

The site is surrounded by light industrial zoning, including across Dequindre in Warren, with land uses typically characterized by industrial elements. Uses permitted by right in the M-1 district primarily consist of light industrial, manufacturing, warehousing, wholesale, distribution, and research facilities. However, commercial uses such as auto sales, restaurants, financial institutions, business schools, and tool and equipment sales are also permitted by right.

There are several existing auto-related uses along this stretch of Dequindre Road, including Detroit Hot Wheel City in Madison Heights and Tek 2 Auto Repair and Ray’s Auto Sales in Warren. The property immediately to the south recently operated as a used auto sales business but has since been vacated. Per the Madison Heights Zoning Ordinance, the M-1 zoning district is “*designed so as to primarily accommodate wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner affects in a detrimental way any of the surrounding districts.*”

Future Land Use and Master Plan

The table below denotes adjacent future land use designations as contained within the 2021 Madison Heights Master Plan.

	Future Land Use
Site	Industrial
North	Industrial
South	Industrial
East (across Dequindre Road)	Industrial Commercial Corridor (Warren)
West	Industrial

The future land use designation of the subject site is *Industrial*. Per the Master Plan, the Industrial designation is intended to accommodate manufacturing, processing, warehousing, storage of raw materials and intermediate and finished products, industrial service providers, industrial parks, and industrial research activities. The Master Plan/Future Land Use Plan does not break down the Industrial designation into different levels or intensities of industrial uses.

The Planning Commission should consider the following Goals & Objectives of the 2021 Madison Heights Master Plan as part of this Special Land Use request:

Community Character

- *Enhance the city’s commercial corridors to support walkability and improve community identity.*
- *Promote the city’s positive identity in the region.*
- *Promote the use of quality building design and materials to enhance the appearance and long-term maintenance of new development.*
- *Protect established neighborhoods and business districts from the potentially negative impacts of development, including noise, traffic, waste, odor, and other nuisances through effective and thoughtful site and building design.*

Commercial & Industrial Development

- *Promote incentives and flexible zoning mechanisms for commercial and industrial property owners and tenants to upgrade existing commercial and industrial sites.*
- *Promote the mix of commercial, office, and industrial uses in a way that fosters collaboration and business growth while creating a desirable environment for the local workforce.*
- *Promote walkability by ensuring sufficient local destinations for goods and services.*

Transportation

Dequindre Road is under the jurisdiction of the Macomb County Departments of Roads (MCDR) and is classified as a Principal Arterial Road which is intended to carry long-distance, through-travel movements. Per SEMCOG, this portion of Dequindre Road handles an average volume of approximately 31,000 vehicles per day.

Special Land Use Criteria

Requests for Special Land Use approval are subject to processes and review standards contained in Section 15.05. A public hearing is required in front of the Planning Commission, after which the Planning Commission may make a recommendation to City Council. After receiving a recommendation from the Planning Commission, City Council has the authority to take final action on Special Land Use requests.

In making a recommendation to City Council, the Planning Commission shall consider the Special Land Use review standards contained in Section 15.05.3 and incorporate them into any motion of approval or denial:

- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
- B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
- C. The special land use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;
 - (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
- E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:

- (1) Reduction in the number of ingress/egress points through elimination, minimization, and/or consolidation of drives and/or curb cuts;
- (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
- (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
- (4) Adequacy of sight distances;
- (5) Location and access of off-street parking;
- (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.

F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.

In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of the Zoning Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.

Staff Analysis and Concept Plan Review

In deliberating the proposed Special Land Use, staff believes that the Planning Commission should focus on the compatibility of the proposed auto repair use with the use-specific criteria and general site requirements of the Zoning Ordinance, the compatibility of the auto-related use with the uses permitted within the M-1 zoning district and existing adjacent land uses, and the goals and objectives of the Industrial future land use designation. While vehicle repair is sometimes classified as more of a commercial use than industrial for zoning purposes, the external impacts of auto repair (e.g. noise, storage, fumes, etc.) do have similarities to other industrial uses permitted by right.

Staff is generally supportive of the proposed Special Land Use application in that it will result in site and building improvements to a property that has been vacant for several years. Additionally, the building placement ensures that auto-service operations and vehicle parking will take place in the rear yard and will be screened from Dequindre.

Staff notes the following pertaining to the proposed conceptual site plan:

General Site Layout, Circulation and Parking

Overhead doors and the primary building entrance are proposed at the rear of the building facing the parking lot. Within the building, four (4) service bays are proposed. New aluminum storefront windows are proposed along the Dequindre façade, one of which will allow transparency into the auto sales showroom.

The applicant proposes to bring the rear parking area into compliance with Zoning Ordinance standards, including the addition of required landscape islands which double as stormwater bioswales, ADA spaces, and a loading zone. The two (2) parallel parking spaces located in front of the building are proposed to be removed and replaced with a flared curb extension. As previously noted, the parking bumper blocks that run north-south within the parking lot will be removed. New bumper blocks are proposed along the north edge of the drive aisle to separate the subject property from the shooting range to the north. Staff recommends that these bumper blocks be replaced with a permanent concrete curb.

New asphalt pavement is shown in the parking lot. Aerial photographs show that portions of the existing parking lot – especially the rear portion – is in disrepair. The site plan, when submitted, will need to include a site demolition plan indicating which portions of the asphalt parking lot will be repaved. It is possible that the entire parking lot will need to be milled and repaved, which may require the addition of stormwater quality control structures (confirmed upon engineering submittal) above and beyond the proposed bioswale landscape islands.

The conceptual site plan does not denote which areas of the parking lot will be used to store vehicles for sale. This should be denoted with the official site plan submission.

Landscaping

A conceptual landscape plan has not been provided. However, the site plan denotes landscape islands within the rear parking lot, as required per the Zoning Ordinance. A rain garden/bioswale is proposed within the front yard area in front of the building. Bioswale details, including a cross-section and planting information, shall be provided upon site plan submittal. The site plan includes a note that “salt-tolerant species” will be installed within the bioswale islands.

While perimeter parking lot landscaping is required per the Zoning Ordinance adjacent to the north, south, and west property lines, Section 11.11 of the Zoning Ordinance allows the approving body to reduce or waive landscaping requirements where site design minimizes negative impacts of the use on adjacent properties. Given adjacent industrial land uses and the minimal width of the buffer strips, staff believes that a perimeter landscaping waiver or reduction is appropriate along the northern, western and southern property lines in this case.

A detailed landscaping plan will need to be provided upon site plan submittal.

Exterior Lighting

A photometric and lighting plan has not been provided and will need to be provided upon site plan submittal.

Dumpster Enclosure

A new dumpster enclosure is proposed at the southwest corner of the building. A concrete pad will need to be provided within and immediately in front of the enclosure; this shall be provided upon site plan submittal.

Use-Specific Standards

Should the Planning Commission move to recommend approval of the Special Land Use to City Council, the use-specific standards for auto repair and service facilities (Section 7.03.2), attached to this report, should be incorporated as a condition of approval.

Suggested Conditions

Should the Planning Commission move to recommend approval of the Special Land Use to City Council, staff suggests that the following be incorporated as conditions of approval:

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal and shall incorporate the auto sales use and auto sales showroom. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required.

- b. Replace the concrete bumper blocks along the northern property line with a permanent concrete curb.
 - c. Provide a landscape plan in accordance with minimum planting standards.
 - d. Provide a photometric plan in accordance with lighting standards.
 - e. Add the required concrete dumpster pad.
 - f. Provide details, including cross-section and plant/seed listings, of the proposed bioswale/rain garden.
 - g. Denote the parking areas to be used for vehicles for sale.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.
 3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

Next Step

After the public hearing and discussion, the Planning Commission may take action on the requested Special Land Use in the form of a recommendation to City Council. Any motion shall include concise findings based upon the Special Land Use review standards and criteria, Section 15.03.3. Per Section 15.05, the Planning Commission alternatively may postpone action on a Special Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

Template motions are provided on the following page.

Attachments

- Special Land Use Application - PSP #26-04
- Concept Site Plan and Floor Plan– PSP #26-04
- Associated Maps
- Planning Commission Minutes: February 17th, 2026
- City Council Minutes: March 9th, 2026
- Section 3.17 – M-1, Light Industrial District
- Section 7.03.2 – Use-Specific Standards for Auto Repair and Service Facilities
- Section 7.03.3 – Use-Specific Standards for Auto Sales
- Section 15.05 – Special Land Use Review

Template Motion, Findings and Conditions

Staff offers the following motions as a suggested template and guide for the Planning Commission’s consideration. The Planning Commission may provide additional detailed findings, as needed, to substantiate any motion for approval or denial.

APPROVAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **APPROVE** SPECIAL LAND USE REQUEST NUMBER PSP 26-04 FOR A MINOR AUTO REPAIR AND SERVICE AND AUTO SALES FACILITY AT 32371 DEQUINDRE ROAD BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility and associated auto sales showroom at 32371 Dequindre Road as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-04 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Repair and Service use is consistent with the special land use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent industrial land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With modifications required as conditions of approval, the use satisfies the use-specific standards for Major Auto Repair and Service facilities as contained in 7.03.2 and Auto Sales uses as contained in Section 7.03.3 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal and shall incorporate the auto sales use and auto sales showroom. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required.
 - b. Replace the concrete bumper blocks along the northern property line with a permanent concrete curb.
 - c. Provide a landscape plan in accordance with minimum planting standards.
 - d. Provide a photometric plan in accordance with lighting standards.
 - e. Add the required concrete dumpster pad.

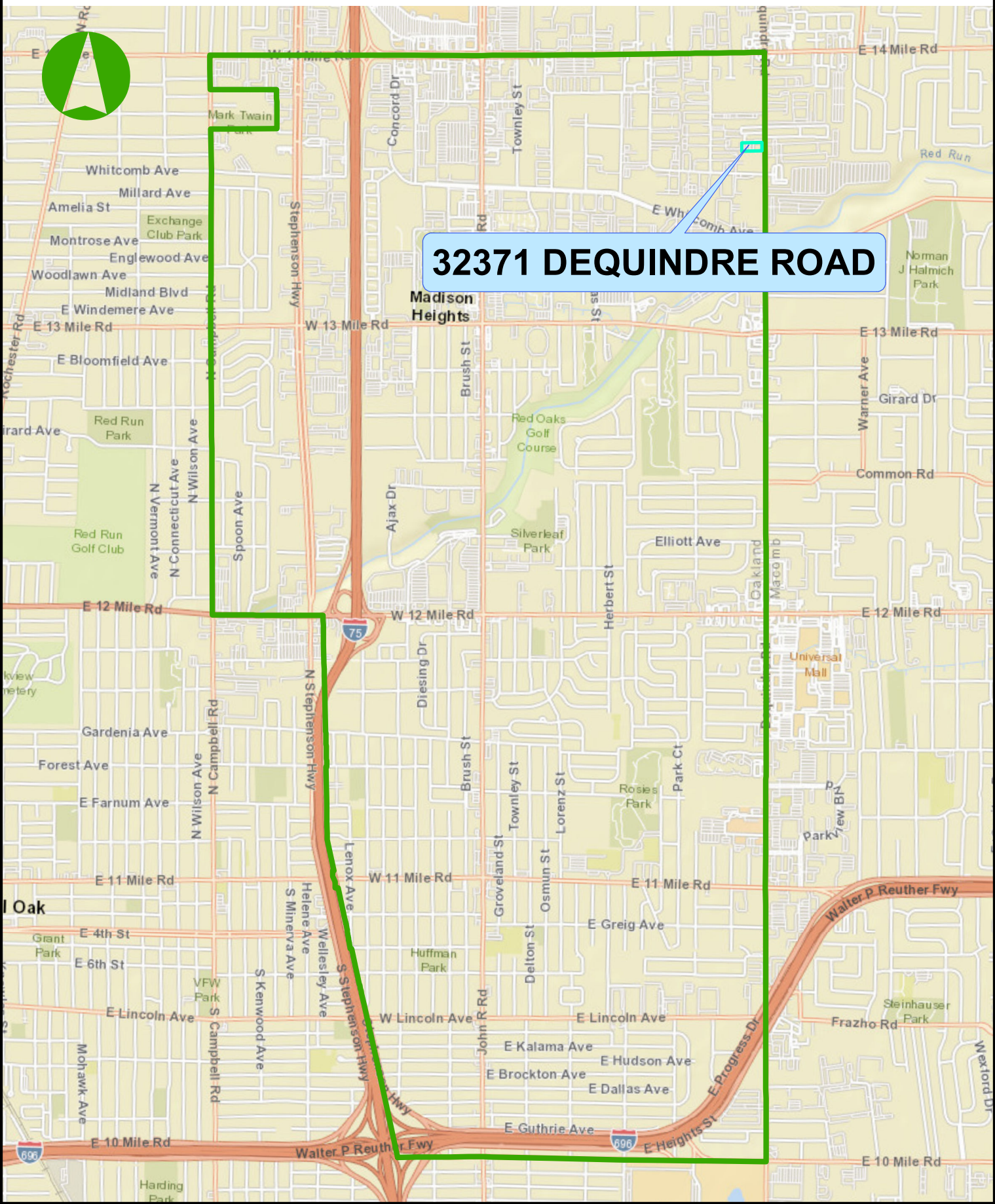
- f. Provide details, including cross-section and plant/seed listings, of the proposed bioswale/rain garden.
 - g. Denote the parking areas to be used for vehicles for sale.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.
 3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

DENIAL

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY RECOMMENDS THAT CITY COUNCIL **DENY** SPECIAL LAND USE REQUEST NUMBER PSP 26-04 FOR A MINOR AUTO REPAIR AND SERVICE AND AUTO SALES FACILITY AT 32371 DEQUINDRE ROAD BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility and associated auto sales showroom at 32371 Dequindre Road as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-04 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Repair and Service use fails to satisfy the special land use review standards and criteria set forth in Section 15.05.3. In particular:
 - (1) The use is not designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - (2) The special land use will involves uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
 - (3) The use is not designed and located in a manner that is compatible with the surrounding properties, neighborhood, and vicinity.
 - (4) The use is not in conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - (5) The use is not compatible with the permitted principal uses allowed in the zoning district where the Special Land Use is requested and is not consistent with the intent and purpose of the M-1 zoning district.

PSP 26-01: 32371 DEQUINDRE ROAD



32371 DEQUINDRE ROAD



Site Address: 32371 Dequindre Road



[Click for map](#)

Aerial



 32371 Dequindre Rd  Parcels



Existing Land Use



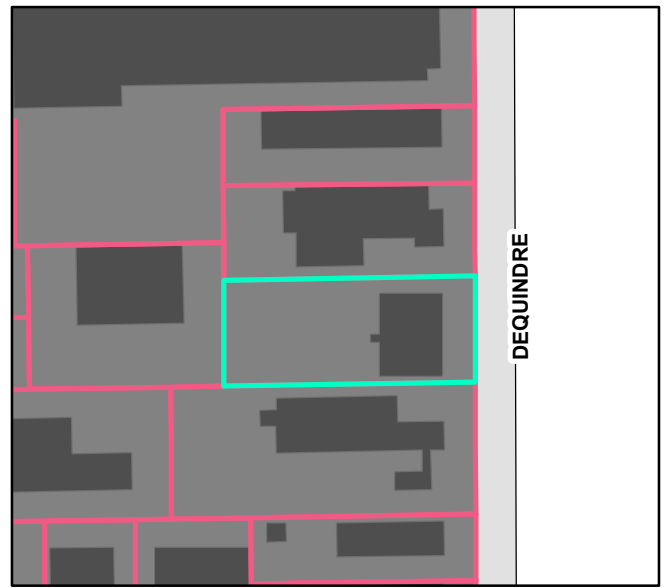
 32371 Dequindre Rd  Commercial
 Industrial

Zoning



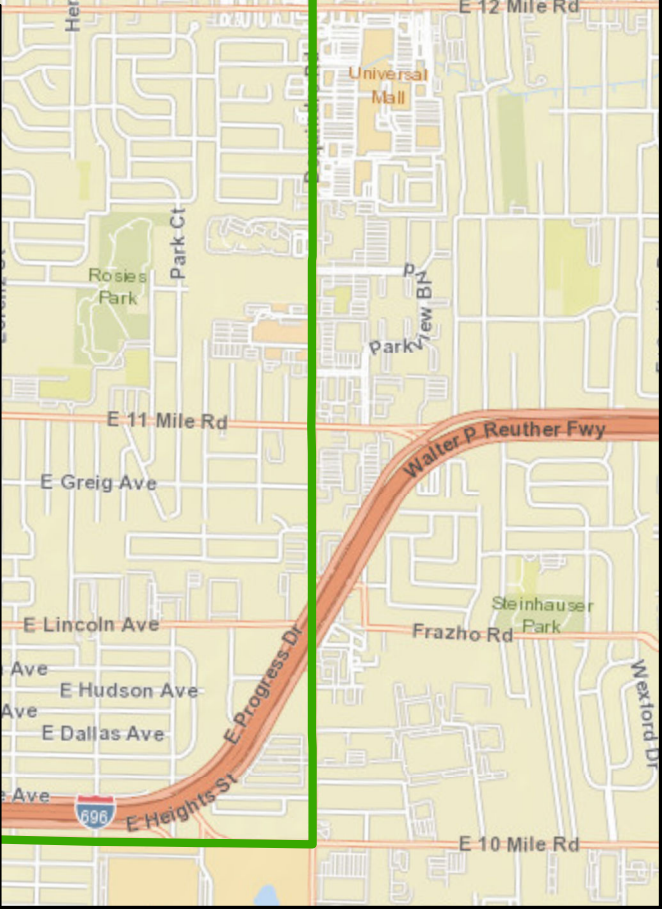
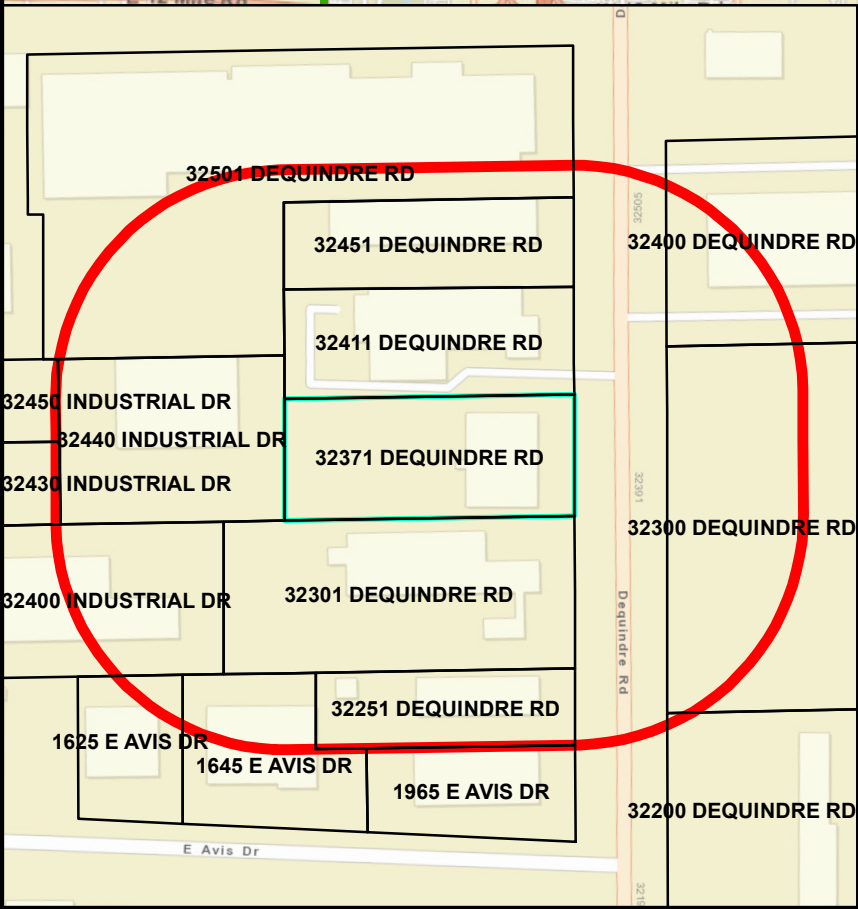
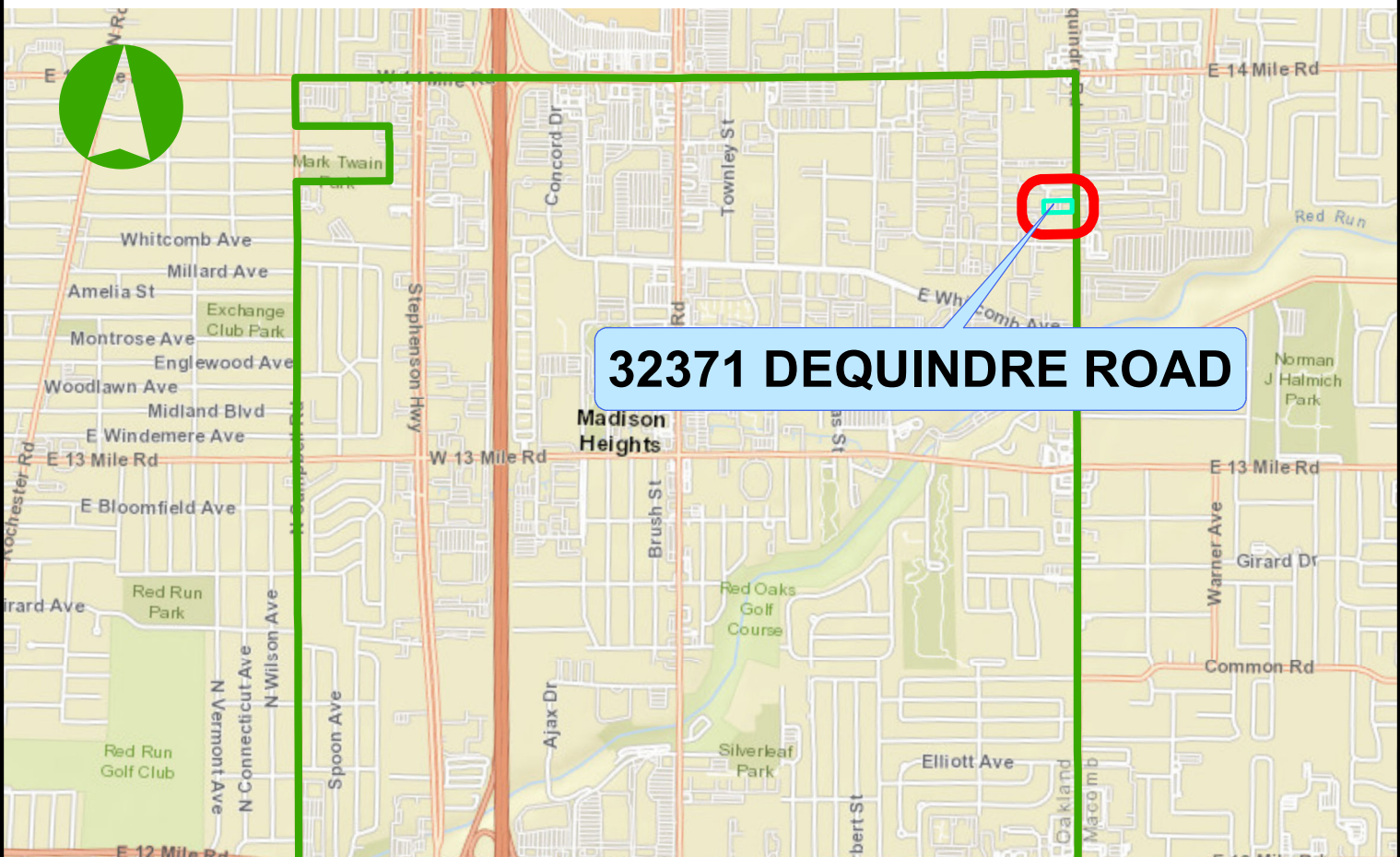
 32371 Dequindre Rd  M-1 Light Industrial

Future Land Use



 32371 Dequindre Rd  Industrial

PSP 26-01: 32371 DEQUINDRE ROAD BUFFER: 300 FT





CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
SPECIAL LAND USE APPLICATION

I. APPLICANT INFORMATION

Applicant Sergio Basmajian

Applicant Address 32371 Dequindre Rd

City Madison Hts State MI ZIP 48071

Interest in Property (owner, tenant, option, etc.) Owner

Contact Person Sergio Basmajian

Telephone Number [Redacted] Email Address [Redacted]

II. PROPERTY INFORMATION

Property Address 32371 Dequindre Rd

Tax ID 33-1961418 Zoning District M-1

Owner Name (if different than applicant) _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Email Address _____

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name Dylan Masko Company Stucky Vitale

Address 27172 Woodward Ave

City Royal Oak State _____ Zip _____

Telephone Number [Redacted] Email Address [Redacted]

SPECIAL LAND USE APPLICATION

IV. PROJECT NAME

Madison Auto Sales and Repair

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

Transform an Abandoned building into a Auto and Sales Facility. Giving the Front a Full Facelift and fully Upgrading the Run down parking lot, tremendously decreasing water run off

Required Attachments:

- Project Narrative:** Written description of the nature of the proposed use(s), including: products or services to be provided; activities to be conducted inside and outside the building; types of equipment to be used; hours of operation; number of employees; expected levels/ types of vehicular traffic coming to and from the site; other information.
- Conceptual Site Plan and Floor Plan:** Conceptual plans containing minimum information listed in **Section 15.05** of Zoning Ordinance (refer to checklist, attached)
- Review Standards Response Form** (attached)

VI. APPLICANT CERTIFICATION

I (we) the undersigned do hereby apply to the City of Madison Heights for review and approval of the above-described Special Land Use application. Applicant(s) and the property owner(s) do hereby consent to city staff to assess the property for purposes of evaluating the site for requested action(s).

Printed Name Sergio Basmajian Signature [Signature] Date 4-12-26

VII. PROPERTY OWNER CERTIFICATION

IF YOU ARE NOT THE PROPERTY OWNER, YOU MUST HAVE THE PROPERTY OWNER PROVIDE A NOTARIZED SIGNATURE, BELOW, OR PROVIDE A NOTARIZED LETTER OF AUTHORIZATION OR NOTARIZED POWER OF ATTORNEY AUTHORIZING YOU TO ACT ON THEIR BEHALF.

Printed Name Sergio Basmajian Signature [Signature] Date 4-13-26

Notary for Property Owner:

Subscribed and sworn before me, this 13 day of April, 2026.
A Notary Public in and for Oakland County, Michigan.
Notary Name (Print): Paul Brakeman
Notary Signature: [Signature]
My Commission Expires: March 30 2030

Notary Stamp



STAFF USE ONLY
[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE (\$750): _____ SPECIAL LAND USE NO.: PSP # _____
DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____

SPECIAL LAND USE APPLICATION

SPECIAL LAND USE: REVIEW STANDARDS RESPONSE FORM

Section 15.05(3) of the Zoning Ordinance contains Special Land Use review standards and criteria. Please provide responses to the following review standards for consideration by staff, the Planning Commission, and City Council. (Provide additional separate sheets, if necessary).

- A. Describe how the proposed use will be designed, located, and operated in a way that protects the public health, safety and welfare.

Zoning already permits the use of Auto sales which is half the business the other half of Auto Repair will be done in rear with full screening from the Front. All work will be done indoors and in accordance to state and city codes

- B. Describe how the use will be designed in a way that considers the natural environment and helps conserve natural resources and energy.

The use transforms a 10 year vacant property, and fully upgrades the landscape and water run off. Currently the whole parking lot is impervious creating major run off into the city sewer line. Our upgrades will beautify the property, upgrade the landscape and tremnsdously reduce water run off with 6 new open bioswals allowing water to go back into the ground

- C. Will the Special Land Use will involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors. If so, describe in detail.

No. Again all the auto repair will be in the rear and inside the building. We will have onsite tanks to collect any oil or fluids

- D. Describe how the proposed land use will be designed and located so that it is compatible with surrounding properties, neighborhood, and vicinity. At a minimum, this shall include: 1) Location of use(s) on site; 2) Height of all improvements and structures; 3) Adjacent conforming land uses; 4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission; and 5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.

It is harmonious to the surrounding businesses since auto sales is already permitted and we believe it conforms with master plan as use is allowed in M-1 and Auto repair is allowed in Master Plan in other parts of city, but special use needed for M-1. This satisfies any concerns of Proximity to Residential and View from Major streets, as basically nonexistent for this site. Site Plan shows the heights which are in line with neighbors.

SPECIAL LAND USE APPLICATION

- E. Describe how ingress/egress to the use will be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
 1. Reduction in the number of ingress/egress points through elimination, minimization and/or consolidation of drives and/or curb cuts;
 2. Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 3. Reduction/elimination of pedestrian/vehicular traffic conflicts;
 4. Adequacy of sight distances;
 5. Location and access of off-street parking; and
 6. Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.

Seeing how all the parking is in the back of the building the ease of entry and exit onto Dequindre will be easy and non confrontational

- F. Describe how the proposed use will be consistent with the intent and purpose of the zoning district in which it is proposed

Auto Sales is allowed in M-1 and Auto Repair is allowed in Master Plan in other areas such as commercial. This site has more in common with commercial than M-1 and all the concerns in the Master Plan for Auto Repair are not present at this site. Proximity to Residential and View from Street not present.

MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI 48071

ARCHITECT

STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MICHIGAN 48067
(248) 546-6700

CIVIL / LANDSCAPE ENGINEER

ZEIMET WOZNIAK AND ASSOCIATES
5580 GRAND RIVER, SUITE 100
NEW HUDSON, MI 48165
(248) 437-5099

PROJECT INFORMATION

PROJECT DESCRIPTION

EXISTING MULTI TENANT BUILDING. TO BE BUILT OUT WITH NEW AUTO SALES AND REPAIR FACILITY CONTAINING 4 SERVICE BAYS AND AUTO SHOWROOM. NEW STOREFRONT WINDOWS TO BE ADDED TO EASTERN FACADE. THE REAR PROPERTY LOT WILL ACT AS THE PARKING LOT TO SERVE THE BUSINESS DESCRIBED HEREIN.

APPLICABLE CODES

- 2015 MICHIGAN BUILDING CODE (MBC)
- 2021 MICHIGAN MECHANICAL CODE (MMC)
- 2021 MICHIGAN PLUMBING CODE (MPC)
- 2015 MICHIGAN ENERGY CODE (MEC)
- 2013 ANSIA/ASHRAE/IES 90.1
- 2023 NATIONAL ELECTRICAL CODE (NEC)
- 2015 NFPA 101 LIFE SAFETY CODE

BARRIER FREE REQUIREMENTS:

- 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN (DOJ)
- MBC-2015, CHAPTER 11
- ICC / ANSI 117.1 - 2009, EXCEPT SECTION 611 & 707

CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION

BUSINESS: B

CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS

- ALLOWABLE AREA: 12,500
- ACTUAL AREA: 11,828 SF
- ALLOWABLE STORIES (HEIGHT): 2
- ACTUAL STORIES (HEIGHT): 1

CHAPTER 6 - TYPES OF CONSTRUCTION

- TYPE: IIB NON COMBUSTIBLE
- STRUCTURAL FRAME: 0 HOUR
- BEARING WALLS: 0 HOUR
- EXTERIOR NON-BEARING WALLS: 0 HOURS
- INTERIOR NON-BEARING WALLS: 0 HOURS
- OPENING PROTECTIVES AT EXTERIOR WALL: 0 HOURS
- FLOOR CONSTRUCTION AND SECONDARY FRAMING: 0 HOUR
- ROOF CONSTRUCTION AND SECONDARY FRAMING: 0 HOUR

CHAPTER 9 - FIRE PROTECTION SYSTEMS

- AUTOMATIC SPRINKLER SYSTEMS: NOT REQUIRED PER SEC. 903.2.7
- FIRE ALARM AND DETECTION SYSTEMS: NOT REQUIRED PER SEC. 907.2.7

CHAPTER 10 - MEANS OF EGRESS

- TABLE 1004.1.2 :
- TOTAL OCCUPANTS:



SHEET DESIGNATION

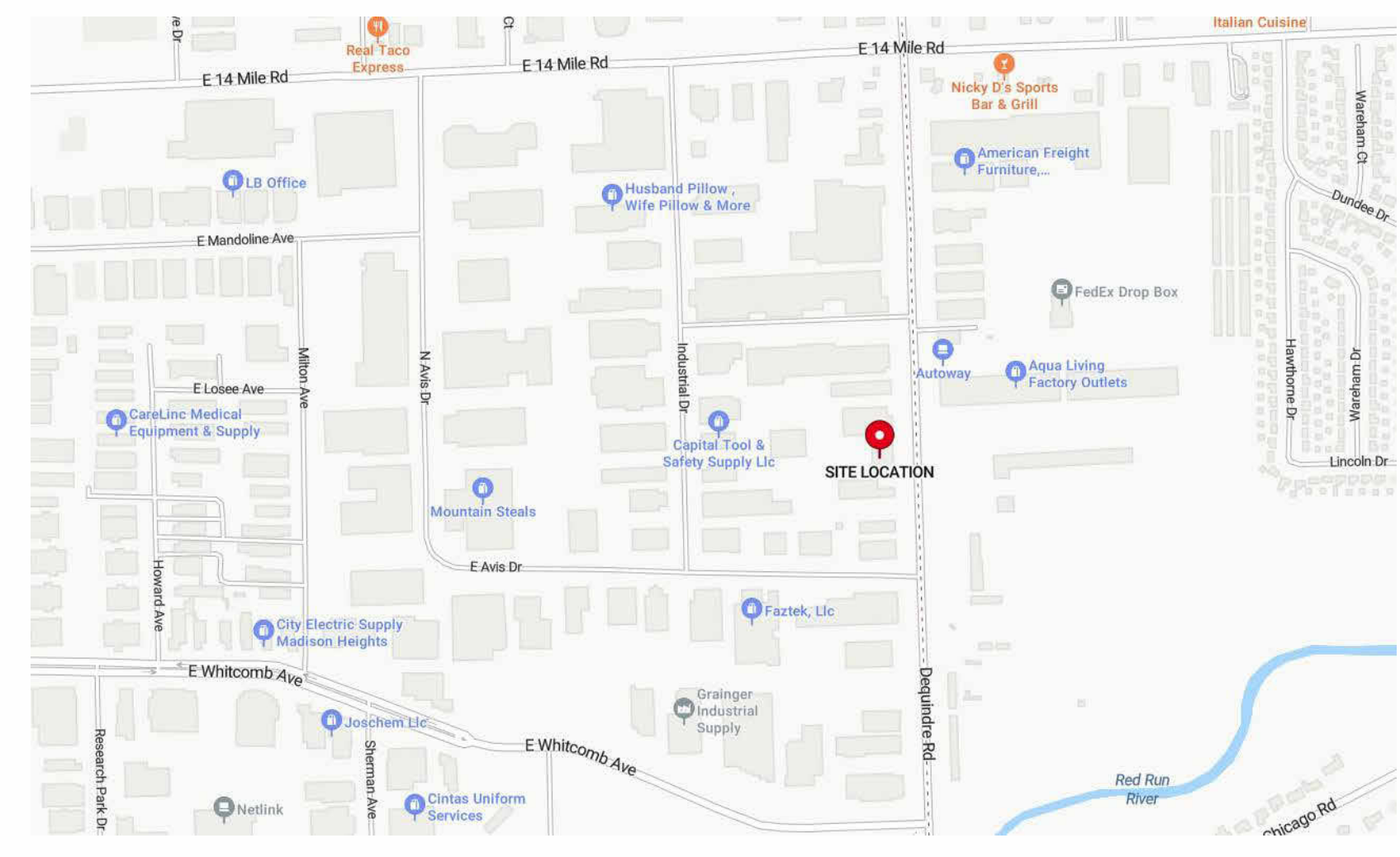
DRAWINGS ARE NUMBERED ACCORDING TO THE FOLLOWING CONVENTIONS:

A001

<p>DISCIPLINE DESIGNATOR</p> <p>G GENERAL</p> <p>LS LIFE SAFETY</p> <p>C CIVIL</p> <p>L LANDSCAPE</p> <p>S STRUCTURAL</p> <p>AD ARCHITECTURAL</p> <p>A DEMOLITION</p> <p>F FINISH INFORMATION</p> <p>AE EQUIPMENT INFORMATION</p> <p>FP FIRE PROTECTION</p> <p>P PLUMBING</p> <p>M MECHANICAL</p> <p>E ELECTRICAL</p> <p>FA FIRE ALARM</p>	<p>DRAWING TYPE DESIGNATOR</p> <p>0 GENERAL, LEGENDS</p> <p>1 PLANS</p> <p>2 REFLECTED CEILING PLANS</p> <p>3 EXTERIOR ELEVATIONS</p> <p>4 SECTIONS</p> <p>6 ENLARGED PLANS AND INTERIOR ELEVATIONS</p> <p>7 INTERIOR AND MILLWORK DETAILS</p> <p>9 DOOR AND WINDOW SCHEDULES AND DETAILS</p>
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SHEET INDEX - GENERAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
G001	COVER SHEET, GENERAL INFORMATION, DRAWING INDEX	SPECIAL LAND USE	04.13.26
DRAWINGS: 1			
SHEET INDEX - ARCHITECTURAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
A001	SITE PLAN	SPECIAL LAND USE	04.13.26
A300	EXTERIOR ELEVATIONS	SPECIAL LAND USE	04.13.26
DRAWINGS: 2			

NOTE:
THESE CONSTRUCTION DRAWINGS WERE PREPARED FOR COMPLIANCE WITH THE MICHIGAN CONSTRUCTION CODES IN EFFECT AT THE TIME OF PERMIT SUBMITTAL. ALL ENGINEERS, CONTRACTORS AND SUPPLIERS INVOLVED WITH THIS PROJECT SHALL COMPLY WITH THE SAME CODES, ISSUED AND APPROVED CODE MODIFICATIONS AND/OR CITY CODE AUTHORITY CONSTRUCTION BOARDS OF APPEALS RULINGS AND WHENEVER REQUIRED SHALL PROVIDE SHOP DRAWINGS AND SUBMITTALS CLEARLY DESCRIBING COMPLIANCE TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE FOR REVIEW AND APPROVAL.



2 VICINITY MAP
G001 1" = 1'-0"

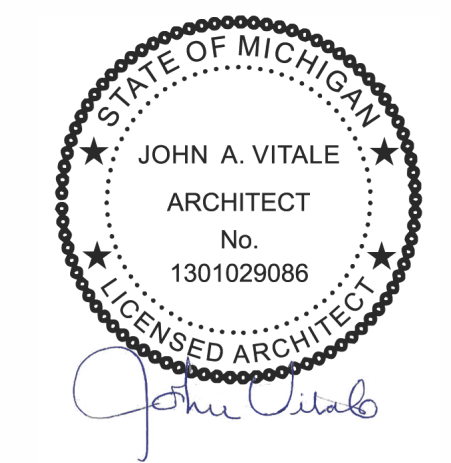


STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
P. 248.546.6700
F. 248.546.8454
WWW.STUCKYVITALE.COM

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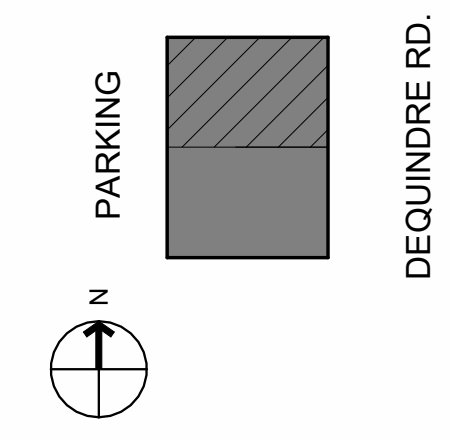
Seal:



Project :
MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI
48071

Key Plan:



Issued for

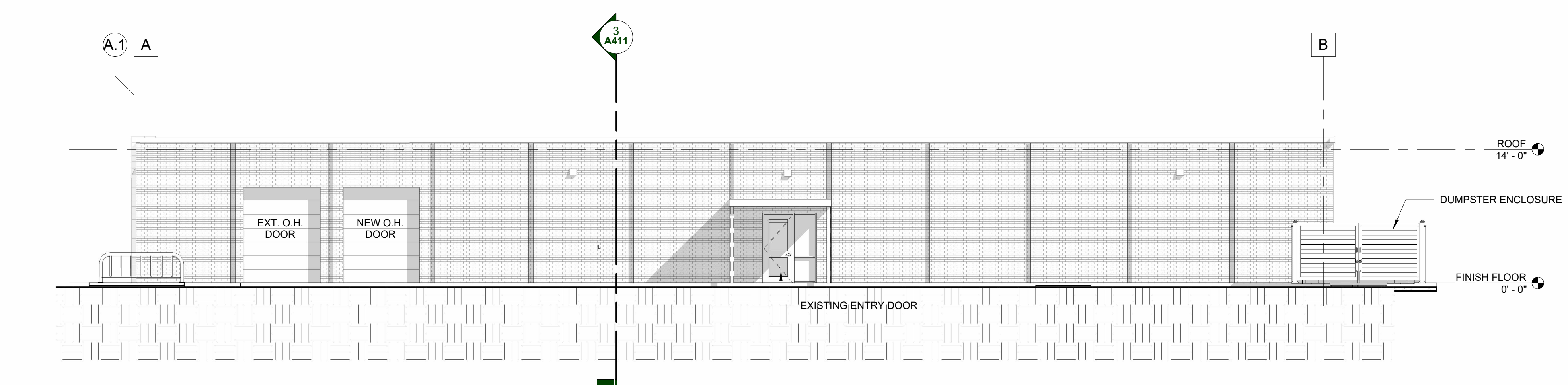
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SPECIAL LAND USE 04.13.26

Drawn by :
DCM
Checked by :
SB
Sheet Title :
COVER SHEET, GENERAL INFORMATION, DRAWING INDEX

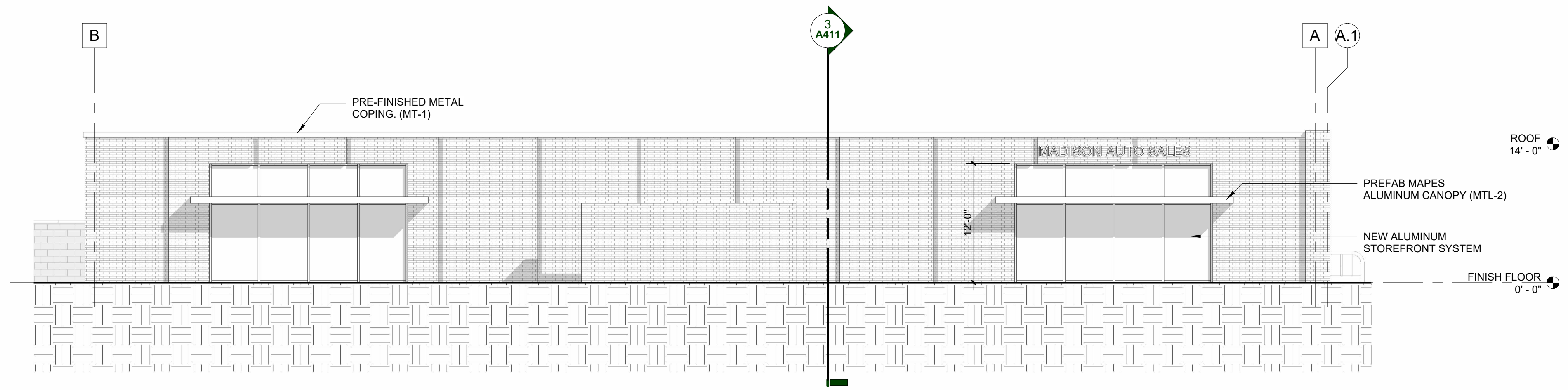
Project No. :
2022.073

Sheet No. :
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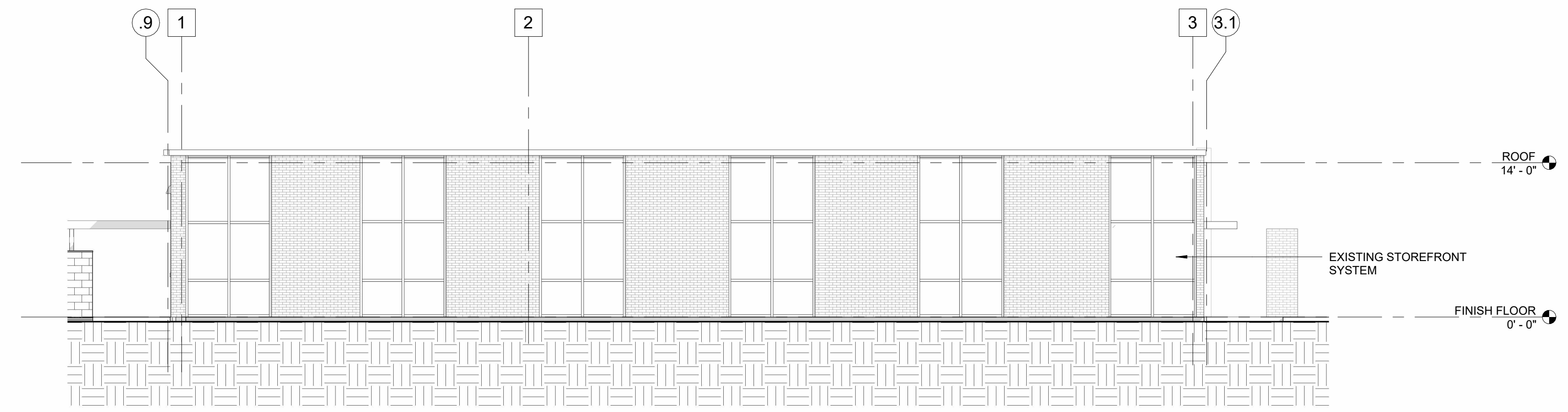
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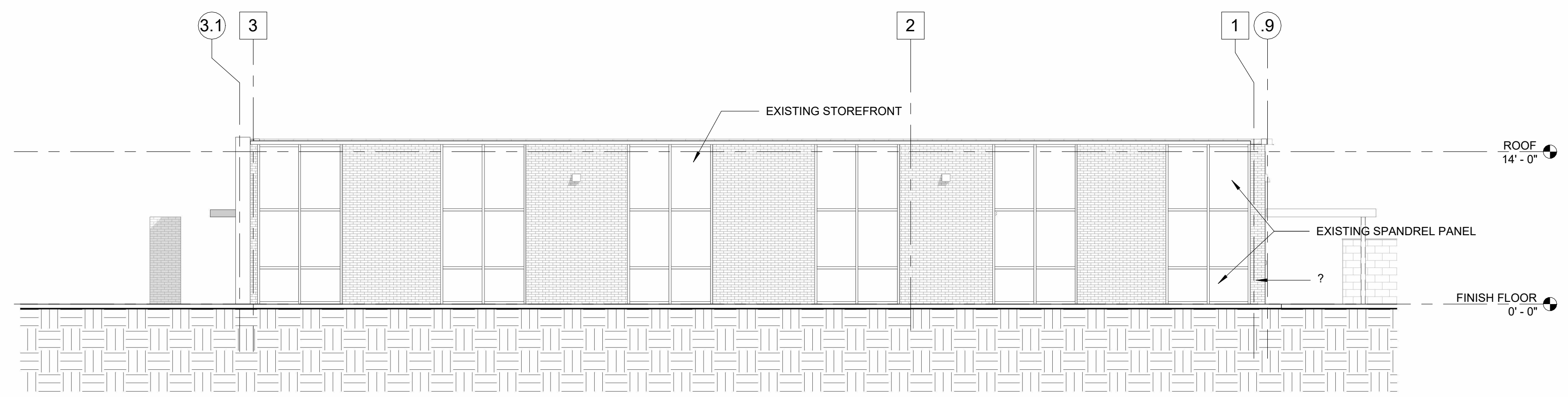
3 EXISTING EXTERIOR ELEVATION - WEST
A300 1/8" = 1'-0"



4 PROPOSED EXTERIOR ELEVATION - EAST
A300 1/8" = 1'-0"



1 EXISTING EXTERIOR ELEVATION - SOUTH
A300 1/8" = 1'-0"



2 EXISTING EXTERIOR ELEVATION - NORTH
A300 1/8" = 1'-0"

EXTERIOR FINISH SCHEDULE	
MASONRY	BR-1 BRICK MFG: EXISTING COLOR: PT-1 COLOR TBD SIZE: STANDARD
WIND.	ASF-1 STOREFRONT MFG: KAWNEER OR SIMILAR COLOR: BLACK ANODIZED ALUMINUM SIZE: 2.5" X 5"
DOORS	DR-1 ALUMINUM ENTRANCE DOOR SYSTEM MFG: KAWNEER OR APPROVED EQUAL STYLE: 2" X 4 1/2" COLOR: TO MATCH WINDOW FRAME WITH CLEAR GLASS DR-3 HOLLOW METAL DOOR MFG: TBD STYLE: 2" X 4 1/2" COLOR: PAINT TO MATCH ADJACENT
GLASS	GL-1 1" LOW-E, INSULATED GLASS MFR: VIRACON OR APPROVED EQUAL COLOR/STYLE: CLEAR
MISC.	TR-1 TRIM & COPING: PREFINISHED ALUMINUM COLOR: MATCH ADJACENT MATERIALS MTL-2 METAL AWNINGS MFG: MAPES OR APPROVED EQUAL COLOR: TO MATCH STOREFRONT SYSTEM

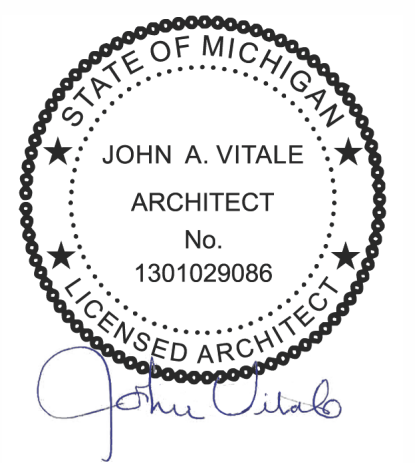


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27172 WOODWARD AVENUE
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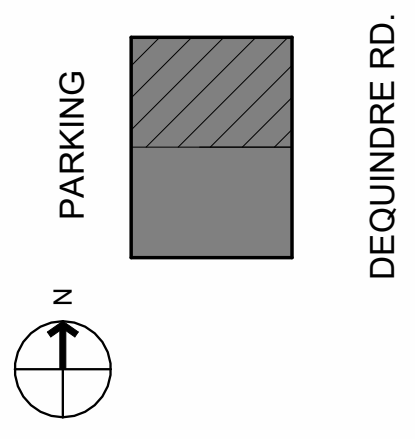
Seal:



Project :
MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI
48071

Key Plan:



Issued for
SPECIAL LAND USE 04.13.26

Drawn by :
DCM
Checked by :
JAV
Sheet Title :
EXTERIOR ELEVATIONS

Project No. :
2022.073

Sheet No. :
A300

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Planning Commission Meeting
Madison Heights, Michigan
February 17, 2026

A Planning Commission Meeting was held on Tuesday, February 17, 2026 at 5:30 PM at Council Chambers - City Hall, 300 W. 13 Mile Rd.

CALL TO ORDER

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

ROLL CALL

PRESENT

- Chair Josh Champagne
- Commissioner Sean Fleming
- Commissioner Ryan Fox
- Commissioner Eric Graettinger
- Commissioner Melissa Marsh
- Commissioner Clifford Oglesby
- Commissioner Matthew Olson

ABSENT

- Mayor Corey Haines
- Commissioner Grant Sylvester

EXCUSE ABSENT MEMBERS

PC 26-04. Excuse Absent Members

Motion by Commissioner Marsh, seconded by Commissioner Fox to excuse Mayor Corey Haines and Commissioner Sylvester.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Marsh, Commissioner Olson

Motion carries unanimously.

APPROVAL OF AGENDA

PC 26-05. Approval of Agenda.

Motion by Marsh, seconded by Graettinger to add an item to the agenda pertaining to amending the Bylaws under Planner Updates.

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Marsh, Commissioner Olson

Motion carries unanimously.

APPROVAL OF MINUTES

PC 26-06. Minutes.

Motion to approve the Planning Commission meeting minutes of January 20, 2026, as printed.

Motion made by Commissioner Fox, Seconded by Commissioner Graettinger.
Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Marsh, Commissioner Olson

Motion carries unanimously.

PUBLIC HEARING: SPECIAL LAND USE REQUEST PSP #26-01 - 32371 DEQUINDRE ROAD - MINOR AUTO REPAIR AND SERVICE

Chair Champagne open the hearing up to the public for comment at 5:33 pm. Seeing no one wished to speak, the public comment was closed at 5:33 pm.

CED Director Giles Tucker summarized the special land use request from applicant Imad Potres on behalf of the property owner, Sergio Basmajian. Mr. Potres is seeking approval from the Planning Commission and ultimately City Council to operate a Minor Auto Repair and Service at 32371 Dequindre, which is zoned M-1 Light Industrial. The building has been vacant for a few years but was most recently occupied by engineering and industrial offices. Per the project plan, the applicant intends to repurpose the building and site into an automotive repair use with six (6) service bays. Proposed services include oil change, brakes, and engine repair, collectively classified as “Minor Auto Repair” in the Zoning Ordinance. Minor Auto Repair requires Special Land Use approval in the M-1 zoning district.

CED Director Tucker reviews the history of the property and use specific standards for Auto Repair and service facilities.

Discussion among the Commissioners was held regarding prior uses and adjacent properties. Commissioner Marsh clarified that this particular property was intended to be a marijuana dispensary but that has fallen through since November.

The Commission debated several other issues:

- Consistency with the 2024 Zoning Ordinance: Several commissioners noted that the 2024 zoning update intentionally made auto repair a "special land use" to prevent further "autocentric" development and encourage pedestrian-friendly uses. It is argued that approving another auto use would contradict the city's goal of diversifying business types.
- Environmental Sustainability: A major point of discussion was the bio-retention/bio-swale system within the parking lot and in the front yard. Commissioners emphasized that the proposed ornamental plants (like Ginkgo and Dwarf Birch) would not survive road salt exposure and summer droughts. Some would like to see a revised plan using native, tolerant species to ensure long-term storm water infiltration.

- Questions were asked about waste removal, with the applicant clarifying that containment systems would be provided within the building.
- Economic Viability and Market Saturation: Commissioner Fox raised concerns about an oversaturated market for auto repair and whether it is economically feasible. The applicant stated that he may pursue an auto dealership component in future.
- Questions were asked about the bumper blocks along the northern edge of the driveway. The applicant is not opposed to curbing this in the future but it is a cost issue.
- Questions were asked about shared parking arrangement with the gun range to the north. A recorded easement or shared parking agreement is not known at this time.
- Property History and Maintenance: The building had been vacant for several years, partly due to a previously encumbered marijuana license that was only resolved in late 2025.
- An occupied, maintained building was preferable to continued vacancy and blight. Occupying the site ensures the property is maintained and utilized, preventing structural degradation and blight that could result from continued vacancy.
- Regarding the suitability of the location, the site is situated in a predominantly industrial area (M1) that already contains similar successful auto-related uses and has no residential properties in the immediate vicinity.
- Discussion regarding the future re-use of building.

Property owner Sergio Basmajian was in attendance and clarified the recent history of the property. The building had offices and warehousing. Not much work is needed inside to adapt it to auto repair. The property has recently sat vacant. All proposed activity will take place within the building or in the parking lot behind it. Improvements will beautify the building/area. Additional conversation regarding bioswale improvements. Hours of operation will be within regulations.

PC 26-07 - special land use request PSP #26-01 - 32371 Dequindre road - minor auto repair and service

Motion by Marsh, seconded by Olson to deny the special land use request PSP #26-01 located at 32371 Dequindre road - minor auto repair and service because it is not in compliance with the master plan and future land use goals of the City, specifically citing the following sections of the ordinance:

Section 15.05.3 (D): Regarding compatibility with permitted principal uses and consistency with the intent of the zoning district.

Section 15.05.3 (F): Regarding the use being consistent with the intended purpose of the zoning district in which it is proposed.

Voting Yea: Commissioner Fleming, Commissioner Marsh

Voting Nay: Chair Champagne, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Olson

Motion fails 2-5.

PC 26-08 - special land use request PSP #26-01 - 32371 Dequindre road - minor auto repair and service

Motion by Olson, Seconded by Oglesby, that, following the required public hearing, the Planning Commission hereby **recommends that city council approve** special land use Request number PSP 26-01 for a minor auto repair and service facility at 32371 Dequindre Road based upon the following findings of fact indicated by the provided Staff report :

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility at 32371 Dequindre Road as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-01 at their February 17, 2026 meeting.
3. The proposed Minor Auto Repair and Service use is consistent with the special land use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent industrial land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With modifications required as conditions of approval, the use satisfies the use-specific standards for Major Auto Repair and Service facilities as contained in 7.03.2 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS:

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required; and
 - b. Include details of new concrete curbs and gutters; and
 - c. Add the required concrete dumpster pad; and
 - d. Revise the landscape plan for the bio-retention area to include plant species tolerant of periodic inundation, road salt exposure and summer drought conditions so that the stormwater feature maintains long term infiltration performance subject to the approval of the City Planner and engineer.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.
3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

Voting Yea: Chair Champagne, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Olson

Voting Nay: Commissioner Fleming, Commissioner Marsh

Motion carries 5-2.

MEETING OPEN TO THE PUBLIC FOR ITEMS NOT LISTED ON THE AGENDA

Chair Champagne opened up public comment for items not listed on the agenda at 7:01 pm. Seeing none, public comment was closed at 7:01 p.m.

MEMBER UPDATES

No member updates at this time.

PLANNER UPDATES

4. Master Plan Update – Planner Lonnerstater will be sending an email out soon to those members serving on the Master Plan Subcommittee.
5. Continuing Education – Zoning Practice
The Redevelopment Ready Community (RRC) program encourages Michigan municipalities to provide their boards and commissions with continuous opportunities for training and education. Planner Lonnerstater has shared a monthly publication put out by the American Planning Association (APA) with the Commissioners. Zoning Practice provides insights on current zoning issues and trends and provides guidelines and recommendations for municipalities to update their zoning codes.
6. Amendment to Planning Commission Bylaws - Discussion was held regarding changing the time of the Planning Commission meeting dates. This would require an amendment to the bylaws. Due to some conflicts among some current members, it was suggested to move the meetings from the 3rd Tuesdays of the month to the 3rd Mondays of the month.

PC 26-09 – Amendment to the Planning Commission bylaws

Motion by Commissioner Marsh, seconded by Commissioner Graettinger to amend the bylaws of the Planning Commission to reflect that “meetings shall be scheduled on the third Monday of each month.”

Voting Yea: Chair Champagne, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Oglesby, Commissioner Marsh, Commissioner Olson

Motion carries unanimously.

ADJOURNMENT

Seeing no further comments, Chair Champagne adjourned the meeting at 7:10 pm.

CM-26-52. City Planner - Special Land Use Request PSP #26-01 - 32371
Dequindre Road - Minor Auto Repair and Service

The applicant, Imad Potres, on behalf of business owner Steve Saka, requests Special Land Use approval from the Planning Commission and City Council under Section 15.05 of the Madison Heights Zoning Ordinance to operate a Minor Auto Repair and Service use at 32371 Dequindre Road, zoned M-1, Light Industrial; tax parcel # 44-25-01-226-021. The property is located on the west side of Dequindre Road, north of Avis Drive.

MOTION THAT CITY COUNCIL HEREBY DENIES SPECIAL LAND USE REQUEST NUMBER PSP 26-01 FOR A MINOR AUTO REPAIR AND SERVICE FACILITY AT 32371 DEQUINDRE ROAD BASED UPON THE FOLLOWING FINDINGS

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility at 32371 Dequindre Road as permitted by Section 3.17 of the Zoning Ordinance, M-1 Light Industrial District
2. The Planning Commission held a public hearing for PSP 26-01 at their February 17th, 2026 meeting.
3. The proposed Minor Auto Repair and Service use is not consistent with the special land use review standards and criteria set forth in Section 15.05.3. In particular (PROVIDE SPECIFIC DETAILS AS TO WHY THE CRITERIA IS NOT MET; NOT ALL CRITERIA NEED TO BE REFERENCED):
 - a. The use is not designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use is not designed in a way that considers the natural environment and helps conserve natural resources and energy.
 - c. The special land use will involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
 - d. The use is not designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - 1) Location of use(s) on site;
 - 2) Height of all improvements and structures;
 - 3) Adjacent conforming land uses;
 - 4) Conformance with the Master Plan and future land use map for the area as adopted by the Planning Commission;
 - 5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.

e. Ingress/egress to the use is not controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:

- 1) Reduction in the number of ingress/egress points through elimination, minimization, and/or consolidation of drives and/or curb cuts;
- 2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
- 3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
- 4) Adequacy of sight distances;
- 5) Location and access of off-street parking;
- 6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.

f. The use is not consistent with the intent and purpose of the M-1 zoning district in which it is proposed.

Motion made by Mayor Pro Tem Mier, Seconded by Councilman Fleming.

Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming

Voting Nay: Councilor Geraldts, Councilor Rohrbach, Councilor Wright

Motion carried 4-3.

CM-26-53. City Manager - Water and Sewer Rates FY 2027

Motion to approve a resolution to adopt water and wastewater rates effective for bills processed on or after July 1, 2026 for \$5.01 per unit of water and \$7.29 per unit of wastewater, as follows:

**RESOLUTION
AMENDMENT TO WATER AND SEWER CHARGE SCHEDULE**

WHEREAS, the City of Madison Heights has adopted a City Code containing a building code, housing code, and other provisions to protect the public health, safety and welfare: and

WHEREAS, it is provided in said Code that the City Council, by resolution, shall establish reasonable fees to be charged by the City for acts and services performed there under; and

WHEREAS, in accordance with Section 13.3 of the Charter of Madison Heights, the City Council shall have the power to fix from time to time such just and reasonable rates and other charges as may be deemed advisable for supplying public utility services; and

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Planning Commission for the City of Madison Heights will hold a public hearing on **Monday, May 18th, 2026 at 5:30 p.m. in the City Council Chambers of the Municipal Building at 300 W. 13 Mile Road, Madison Heights, Michigan 48071** to consider the following **Special Land Use** requests:

Case # PSP 26-02 – 27392 Park Ct.

The applicant, Lisa Barnett, requests Special Land Use approval per the procedures set forth in Section 7.03 and Section 15.05 of the Madison Heights Zoning Ordinance to operate a Major Home Occupation (pet grooming) at her residence at 27392 Park Court (tax map # 44-25-13-452-010). The property is zoned R-3, One-Family Residential.

Case # PSP 26-03 – 32525 Stephenson Hwy.

The applicant, Jacob Kaufer, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate a Minor Auto Repair and Service business (audio and electronic sales and installation) at 32525 Stephenson Highway (tax map # 44-25-02-101-030). The property is 0.68 acres in size and is zoned M-1, Light Industrial.

Case # PSP 26-04 – 32371 Dequindre Rd.

The applicant and property owner, Sergio Basmajian c/o 32371 Dequindre LLC, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate an Auto Sales and Minor Auto Repair and Service business at 32371 Dequindre Road (PIN 44-25-01-226-021). The property is 1.4 acres in size and is zoned M-1, Light Industrial

The applications and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at www.madisonheightsmi.gov in the Agenda Center.

If you are unable to attend the meeting, you can send your comments via email to: MLonnerstater@madisonheightsmi.gov and your comment will be read into the record at the meeting. Written comments may also be mailed prior to the meeting to 300 West Thirteen Mile Road, Madison Heights, Michigan, 48071. All comments will be heard at the meeting.

MADISON HEIGHTS COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
(248) 583-0831

Section 3.17 M-1 Light Industrial District

PREAMBLE		
<p>The M-1 Light Industrial District is designed so as to primarily accommodate wholesale activities, warehouses, and industrial operations whose external, physical effects are restricted to the area of the district and in no manner affects in a detrimental way any of the surrounding districts.</p>		
REQUIRED CONDITIONS		
<p>Any use established in the M-1 District shall be operated so as to comply with the performance standards set forth hereinafter in Article 9</p>		
PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> • Artisan Manufacturing/Makerspace • Artist Studio • Auto Sales (New and Used) and Rental 7.03(3) • Banquet/Assembly/Meeting Halls (less than 75 persons) 7.03(5) • Bars and Taprooms • Business or Trade Schools • Contractor's Office 7.03(9) • Essential Public Utility Services • Financial Institutions • General Warehouse and Distribution • Government Office Building/Courthouse/Public Police and Fire Services • Incubator Kitchen or Catering Facility • Incubator Workspaces • Indoor Recreational Business 7.03(21) • Industrial Tool and Equipment Sales, Rental, Service, Storage and Distribution • Light Industrial, Assembly, Repair and Manufacturing • Medical Marihuana and Adult Use Marihuana Safety Compliance Facility 7.03(25) • Medical Marihuana Caregivers (Primary Caregiver Marihuana Grow Overlay District only) 7.03(24) • Microbreweries, Wineries and Distilleries • Post Office • Professional Office • Public Library, Museum, Art Center, Community Center • Public Parks • Religious Institutions, Private Clubs, and Lodges (less than 75 persons) 7.03(39) • Research, Development and Testing Facilities • Restaurant • Temporary Buildings and Uses 7.03(43) 	<ul style="list-style-type: none"> • Auto Repair and Service (Major) 7.03(2) • Auto Repair and Service (Minor) 7.03(2) • Auto Sales (New and Used) and Rental 7.03(3) • Commercial Kennels and Boarding Facilities 7.03(8) • Fleet Vehicle and Trucking Storage Yard. Commercial Storage of Boats, Trailers, Recreational Vehicles, or other Operable Vehicles or Equipment. • Home Improvement Centers and Garden Centers, Small and Mid-Format (up to 30,000 sq. ft.) and Large-Format (>30,000 sq. ft.) 7.03(17) • Indoor Shooting Range 7.03(22) • Lumber Yard 7.03(17) • Parking as a Principal Use 7.03(34) • Recycling Drop Off Centers • Self-Storage Facility 7.03(40) • Wholesale Sales/Retail 	<ul style="list-style-type: none"> • Accessory Buildings, Structures and Uses Section 8.03 • Firearm Retail Sales 7.03(13) • Outdoor Dining and Seating 7.03(31) • Outdoor Sales and Display 7.03(33)

The above list is a summary of Principal Permitted Uses, Special Land Uses, and Accessory Uses in the district. Uses provided with a section reference indicates uses that have specific use standards. Refer to [Article 2](#) for definitions of uses.

DIMENSION REGULATIONS			
Lot Standards		Minimum Setbacks	
Min. Lot Area (sq. ft.)	--	Front Yard (ft.)	50 ft.
Min. Lot Width (ft.)	--	Side Yard (one) (ft.)	20 ft. (A)
Max. Lot Coverage	--	Side Yard (total of 2) (ft.)	40 ft. (A)
Min. Floor Area/Unit	--	Street Sides (ft.)	50 ft.
Max. Building Height (ft.)	40 ft.	Rear Yard (ft.)	25 ft.
Max. Building Height (stories)			

Footnotes: Refer to [Section 4.02](#) wherever a footnote is referenced in parentheses after one of the design regulations.

Section 7.03 Use-Specific Standards

2. AUTO REPAIR AND SERVICE FACILITIES (MINOR AND MAJOR):

- A. **Residential Separation Buffer.** A twenty (20) foot buffer shall be provided between any portion of an auto repair/service facility (e.g., buildings, access drives, parking area) and the property line of a residentially-zoned or used parcel, screened and landscaped in accordance with Section 11.04 (Transitional Landscaping).
- B. **Location of Repair and Servicing.** All repair and servicing operations shall be conducted entirely within an enclosed building. All equipment used in the servicing and repair of vehicles shall be located within an enclosed building.
- C. **Outside Storage Prohibited:**
1. Outside storage or parking of disabled, wrecked, inoperable, or partially dismantled vehicles shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage).
 2. Outdoor storage of materials, such as tires, barrels, or other materials used or sold on the premises, shall not be permitted with the exception of those areas specifically designated for said purpose on an approved site plan. Such areas shall be screened in accordance with Section 8.03(6) (Accessory Outdoor Storage).
- D. **Hours of Operation.** No auto repair or maintenance services shall be performed before 7 a.m. or after 9 p.m.
- E. **Service Bays:**
1. Service bays that are oriented toward a public street shall be screened from the right-of-way, at minimum, in accordance with perimeter parking lot screening standards, Section 11.06.
 2. Doors to repair service bays shall be closed when providing services to vehicles, except for conveyance into and out of the service bays.
- F. **Vehicular Access and Circulation:**
1. Auto repair and service facilities, when located on a corner lot, shall provide vehicular entrances or exits (curb cuts) no less than thirty-five feet from the intersection of the property lines at the corner.
 2. A maximum of one (1) curb cut is permitted per street frontage. All curb openings shall not exceed thirty-five (35) feet in width at the property line.
 3. On corner lots, no driveway from a side street shall be less than ten (10) feet from rear property line as measured along the side street property line.
 4. A bypass lane shall be provided to allow vehicles a way to enter and exit the site without having to turn around on the site or travel through a repair or service bay.
 5. All maneuvering areas, stacking lanes, and exit driveways shall be located within the auto repair and service facility property.
- G. **Vehicles awaiting repair.** All vehicles awaiting repair or service shall be parked on site. No vehicles shall be parked on a public street, including those towed to the facility.

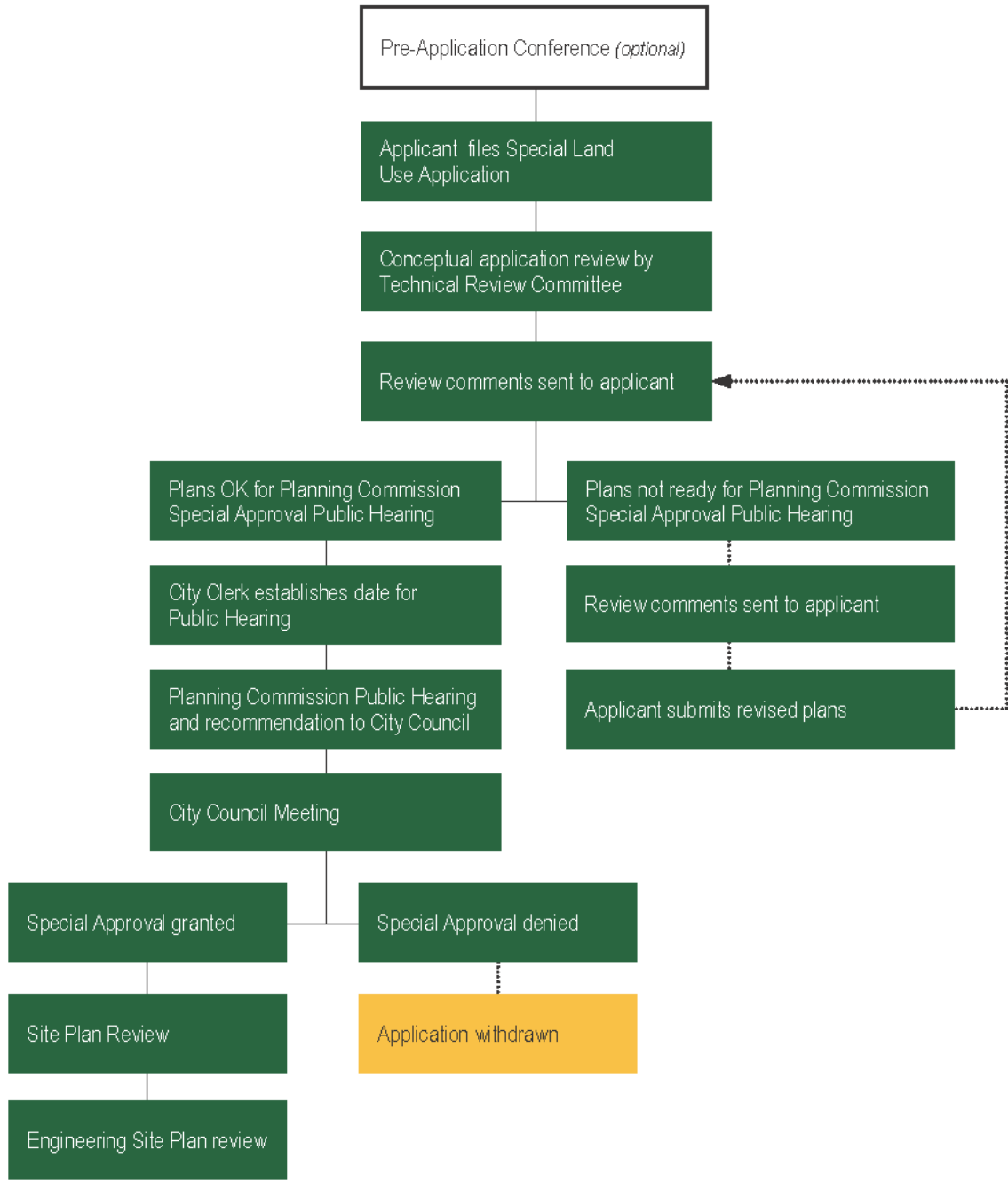
- E. The guarantee or portion thereof, shall be promptly released upon the inspection and approval of all improvements in compliance with the approved final site plan or conditional use permit and all applicable city standards and specifications. Portions of the guarantee may be released, in not more than three installments, provided:
- (1) The project or approved phase of a project has been completed for six months and the improvements for which the release is requested have been inspected and approved in accordance with the above standards, and the remaining balance is sufficient to cover the remaining improvements, including administrative and contingency expenses.
 - (2) The guarantee shall not be reduced below the minimum amount required above.
- F. **Types of Completion Guarantees.** The applicant may provide a guarantee in the form of a cash deposit, certified check, surety bond or letter of credit in a form acceptable to the city. Surety bonds and letters of credit shall be valid for a period of one year past the anticipated request for the last Certificate of Occupancy for the entire project and, if required, shall be renewed by the applicant not less than 30 days prior to expiration.

Section 15.05 Special Land Use Review

1. **Purpose.** The purpose of this section shall be to:
 - A. Require Special Land Use approval for certain uses in all zoning districts that are listed as Special Land Uses.
 - B. Establish review procedures for all Special Land Uses.
 - C. Establish review standards for all Special Land Uses.
 - D. Establish the Planning Commission as the advisory board and City Council as the final review and approval authority for Special Land Uses.
 - E. Establish authority to impose conditions upon Special Land Uses.
2. **Submission and Review Process.** All Special Land Uses in all zoning districts shall be reviewed in accordance with the following procedures:
 - A. Applicant may request a preliminary meeting with Community and Economic Development Department staff to discuss the proposal, design elements, ordinance requirements, etc. The applicant may further request a preliminary discussion at the Planning Commission for informal input. The city's comments during a pre-application conference shall be advisory in nature only.
 - B. Applicant submits application, fee, two (2) copies of the proposed conceptual site plan, and a digital version of the conceptual site plan, to the Community and Economic Development Department (site plan must be reduced to 11" x 17"). A separate site plan application is not required at the time of special land use review. A conceptual site plan shall include at a minimum:
 - (1) Location map showing the proposed site location, zoning classifications and major roads.
 - (2) Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
 - (3) Location of all existing and proposed structures, uses, number of stories, gross building area, required and proposed setback lines, and distances between structures on the subject property.
 - (4) The percentage of land area devoted to building, paved, and open space.
 - (5) All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths.
 - (6) Number of parking spaces and location of loading areas and handicap parking spaces and access routes on the subject property.
 - (7) Location and height of all walls, fences, and landscaping, including a conceptual landscaping plan.
 - (8) Location and widths of all abutting streets, existing and proposed rights-of-way, easements, and pavement.

- (9) Type of existing and proposed surfacing of all drives, parking areas, loading areas and roads.
 - (10) All utilities located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, and proposed fire suppression line into building. Proposed sanitary leads and sanitary sewers must also be shown, as applicable.
 - (11) Preliminary storm system layout and flow arrows demonstrating that storm flow connections and disposal methods are feasible.
 - (12) Existing and proposed ground contours at intervals of two feet, or spot elevations sufficient to review the proposed grading and drainage plan, as determined by the city's consulting engineer.
- C. The Planning and Zoning Administrator may waive particular submittal items, as listed above, upon a determination that such items are not necessary for making a determination on the requested Special Land Use.
 - D. The Technical Review Committee reviews the Special Land Use application for general conformance with Ordinance requirements and transmits review comments to the applicant for revision, if necessary. Applicant submits revised materials to Planning and Zoning Administrator, if necessary, for re-consideration by Technical Review Committee. Comments made by the Technical Review Committee shall be forwarded onto Planning Commission for consideration.
 - E. The Planning and Zoning Administrator notifies the City Clerk when Special Land Use applications are adequate for consideration by The Planning Commission. The Planning and Zoning Administrator and City Clerk establish a public hearing date and post/send public notices in accordance with [Section 15.01](#).
 - F. The Planning Commission shall hold a public hearing. Following the public hearing, the Planning Commission shall review the request and make a recommendation to the City Council in the form of a motion. The recommendation may be subject to certain conditions or changes being made.

If the Planning Commission requires additional information, the application may be postponed to a date certain until such information has been received.
 - G. Following the review and recommendation of the Planning Commission, the application shall be forwarded to the City Council at its next scheduled meeting. The City Council shall consider the request, along with the Planning Commission recommendation, and approve, approve with conditions, or deny the application for special use approval. If City Council requires additional information, the application may be postponed to a date certain until such information has been received.
 - H. Each action taken with reference to special land use approval shall be duly recorded in the minutes of the Planning Commission and City Council and shall state the grounds for the action taken upon each special use submitted for its approval.
 - I. Special land use approval shall be obtained from the City Council before issuance of a Certificate of Occupancy for any special land use, and prior to the submittal and approval of a site plan, engineering plan, and building permit, if required.
 - J. The Planning and Zoning Administrator, in coordination with the City Clerk, sends the applicant a Notice of Action and a copy of the City Council minutes from the meeting in which the case was acted upon. If Site Plan approval is required for the project, the applicant may apply for Site Plan review in accordance with [Section 15.04](#)



3. **Review Standards and Criteria.** In approving a special land use, the Planning Commission and City Council shall make a finding that the proposed Special Land Use is in compliance with all of the following standards:
- A. The use is so designed, located and proposed to be operated in a way that protects the public health, safety and welfare.
 - B. The use is designed in a way that considers the natural environment and helps conserve natural resources and energy.
 - C. The special land use will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to any person, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
 - D. The use shall be designed and located so that it is compatible with the surrounding properties, neighborhood, and vicinity. At a minimum, this shall include:
 - (1) Location of use(s) on site;
 - (2) Height of all improvements and structures;
 - (3) Adjacent conforming land uses;
 - (4) Conformance with the Master Plan and future land use map for the area as adopted by the planning commission; and
 - (5) Compatibility with the permitted principal uses allowed in the zoning district where the Special Land Use is requested, and consistency with the intent of the zoning district.
 - E. Ingress/egress to the use shall be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:
 - (1) Reduction in the number of ingress/egress points through elimination, minimization and/or consolidation of drives and/or curb cuts;
 - (2) Proximity and relation to intersections, specifically with regard to distance from drive(s) to intersection(s);
 - (3) Reduction/elimination of pedestrian/vehicular traffic conflicts;
 - (4) Adequacy of sight distances;
 - (5) Location and access of off-street parking;
 - (6) Location and/or potential use of service drives to access multiple parcels, reducing the number of access points necessary to serve the parcels.
 - F. The use is consistent with the intent and purpose of the zoning district in which it is proposed.
 - G. In granting Special Land Use approval, City Council may impose conditions that it deems necessary to fulfill the spirit and purpose of this Ordinance. The conditions may include those necessary to ensure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, to protect the natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.
4. **General Stipulations.**
- A. The breach of any condition, safeguard or requirement, and the failure to correct such breach within 30 days after an order to correct is issued by the city shall be reason for immediate revocation of the Special Land Use Approval. Conditions and requirements stated as a part of special use permit authorizations shall be continuing obligations of the holders of such permits and are binding upon their heirs and assigns and upon any persons taking title to the affected property while such special use permit is in effect.
 - B. The discontinuance of a special land use after a specified time may be a condition to the issuance of the permit. Renewal of a special land use permit may be granted after a review and determination by the city council that

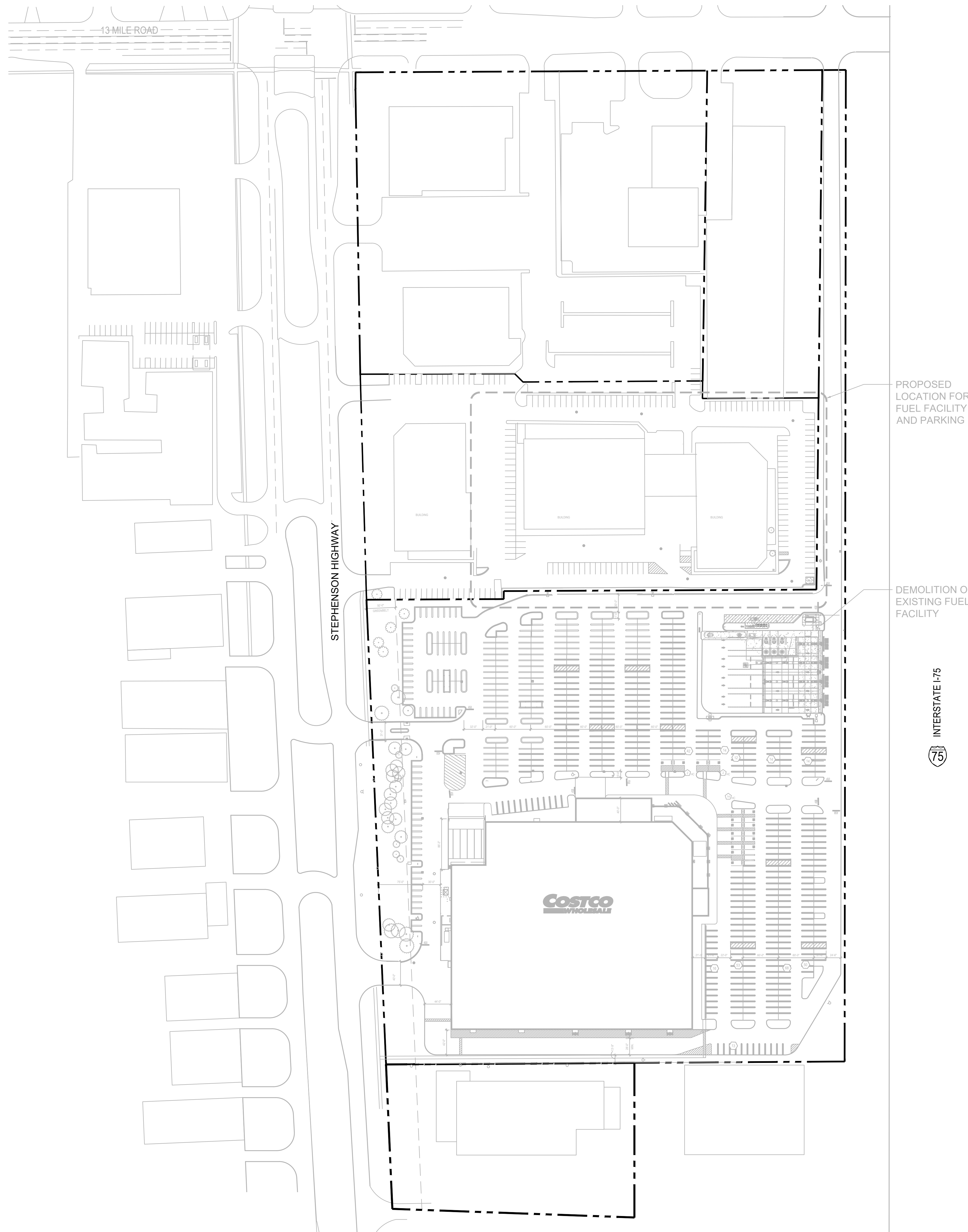
continuing private need and public benefit will be served by such renewal. Renewal applications shall be in accord with standards and requirements in effect at the time that the renewal is requested.

- C. Application for Special Land Use Approval shall be made with the full consent of all persons having an ownership interest in the land on which the Special Land Use is requested. All persons having ownership interest in the property shall sign the application prior to its acceptance by the city.
 - D. Special Land Use Approval is valid for a period of one year. When required, site plan approval and commencement of construction of approved improvements must occur within one year of the city council's Special Land Use Approval or the Special Land Use Approval shall be automatically null and void. The City Council may grant an extension for good cause for a period not to exceed six months from the date of expiration of the original approval provided for extension is made during the period of effectiveness.
 - E. When an established use approved under the special land use approval procedure ceases to function or is abandoned for a period of six months, the special use approval shall lapse and shall no longer be in effect.
 - F. The record of the city council shall be the approved minutes for Special Land Use cases. Said record shall be made available to the applicant whether the Special Land Use Approval request is approved, approved with conditions, or denied and shall constitute notice of the city council's decision regarding the Special Land Use Approval request.
 - G. The Planning Commission shall give notice of the time and place of the required public hearing as required by state law.
 - H. All construction, improvement or use of a parcel or parcels of land shall be in complete accord with the Special Land Use Approval, any conditions imposed by the city council and the approved site plan.
 - I. A special land use permit may be terminated by subsequent rezoning of the affected site as a part of an appropriate zoning district, subject to any vested nonconforming use rights. Such termination may be initiated only after determination by the city council that the development status of the site is in accordance with requirements of the zoning district in which it is to be placed. There shall be no waiver of standards or procedures, including publication, hearings, planning commission and city council action, in regard to the rezoning of a site which is occupied or used under a special use permit.
 - J. No reapplication, reconsideration and/or rehearing for a special use permit which has been denied by the city council shall be resubmitted until the expiration of one year from the date of such denial, except on grounds of newly discovered evidence or proof of materially changed conditions, sufficient to justify reconsideration by the city council. Each reapplication will be treated as a new application.
 - K. Appeals: No decision or condition related to a special land use application shall be appealed to the Zoning Board of Appeals. An appeal of a special land use decision or condition may be taken to Circuit Court.
5. **Amendments, Expansions or Change of Special Land Use.** The following provisions apply when there is an amendment or a proposed expansion to an approved special land use, an amendment or proposed modification to a condition previously applied to a special land use, or when there is a proposed change from one special land use to another.
- A. **Amendments.** Any applicant who has been granted special land use approval shall notify the Planning and Zoning Administrator of any proposed amendment to the approved Special Land Use. The Planning and Zoning Administrator shall determine whether a proposed amendment requires new special land use approval. New special land use approval may be required when such amendment is a departure from the operation or use described in the approved application or causes external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display. Any alteration of previously approved conditions pertaining to a special land use approval shall require resubmittal and new Special Land Use consideration by Planning Commission and City Council in the manner described in this Section.
 - B. **Expansions.** An expansion of any use requiring a special use approval that results in an increase of 10% or more of the building, parking, paved areas, or site area shall require resubmittal and new Special Land Use consideration in the manner described in this Section.
 - C. **Change in Use.** The applicant shall be responsible for informing the Planning and Zoning Administrator of any significant change in an approved special land use, operations, or activities prior to any such change. The Planning and Zoning Administrator shall determine if a new special land use approval is required. A significant change shall

mean any departure from the operation or use described in the approved application or any change that may cause external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display.

Section 15.06 Variances and Appeals

1. **Administrative Appeals.** The Zoning Board of Appeals shall have the power to hear and decide appeals where it is alleged by the applicant that there is an error in any order, requirement, permit, decision, or interpretation made by the Planning and Zoning Administrator, zoning enforcement officer, or any other administrative official, board or commission in carrying out or enforcing any provision of this Ordinance, except where this Ordinance prohibits Zoning Board of Appeal Action (e.g. direct appeal to Circuit Court).
 - A. An appeal to the Zoning Board of Appeals based in whole or in part on the provisions of this Ordinance may be taken by any person, firm or corporation aggrieved or by any governmental officer, department, board or bureau affected by the decision of the building inspector aggrieved by the decision, order, requirement, or determination made by the Planning and Zoning Administrator, Technical Review Committee, Planning Commission, zoning enforcement officer, or other administrative official or board or commission tasked with administering or enforcing the provisions of this Ordinance. Such appeal shall be taken by filing a notice of appeal with the Planning and Zoning Administrator on appropriate forms provided by the Community and Economic Development Department. The Planning and Zoning Administrator shall transmit all papers constituting the records of such appeal to the board. The board may require the applicant to furnish such surveys, plans or other information as may be required for the proper consideration of the matter. Upon a hearing before the board, any person or party may appear in person, or by agent, or by attorney.
 - B. **Time for Appeal.** An appeal shall be filed to the Planning and Zoning Administrator within thirty (30) days from the date listed on the Notice of Action referring to the order, requirement, decision, or determination which is the subject of the appeal.
 - C. The Zoning Board of Appeals shall fix a reasonable time for the hearing of the appeal and give due notice thereof to in accordance with the procedures set forth in the Michigan Zoning Enabling Act, PA 110 of 2006 (as amended) and [Section 15.01](#).
 - D. The board may reverse or affirm wholly or partly or may modify the order, requirement, decision or determination as, in its opinion, ought to be made in the premises and, to that end, shall have all the powers of the officer from whom the appeal is taken. The concurring decision of a majority of the members of the board shall be necessary to reverse an order, requirement, decision or determination of an administrative officer or body, or to decide in favor of the applicant a matter upon which they are required to pass under an ordinance, or to effect a variation in an ordinance. An appeal shall stay all proceedings in furtherance of the action appealed from unless the building inspector certifies to the Zoning Board of appeals after notice of appeal shall have been filed with him that by reason of facts stated in the certificates a stay would cause imminent peril to life and property, in which case the proceedings shall not be stayed otherwise than by a restraining order which shall be granted by the Zoning Board of Appeals or by the Circuit Court on application, on notice of the building inspector and on due cause shown.
2. **Variances.** The ZBA shall have the power to authorize, upon application, specific variances from such dimensional requirements as lot area and width regulations, building height and square foot regulations, yard width and depth regulations; such requirements as off-street parking and loading space, requirements, sign regulations and other similar requirements as specified in the Ordinance, provided such modifications will not be inconsistent with the purpose and intent of such requirements. In granting a variance, the Zoning Board of Appeals shall make findings that a "practical difficulty" has been shown by the applicant by finding that all of the following requirements have been met by the applicant's petition:
 - A. That strict compliance with area, setbacks, frontage, height, bulk, or density would unreasonably prevent the owner from using the property for a permitted purpose, and would thereby render the conformity unnecessarily burdensome for other than financial reasons; and
 - B. That a variance will provide and preserve a substantial property right similar to that possessed by other properties within the same zoning district and in the neighboring area, provided that possible increased financial return shall not of itself be deemed sufficient to warrant a variance; and



PROJECT DATA

CLIENT: COSTCO WHOLESALE
 730 LAKE DRIVE
 ISSAQUAH, WA 98027

PROJECT ADDRESS: 30550 STEPHENSON HWY
 MADISON HEIGHTS, MI 48071

EXISTING ZONING: M-1 LIGHT INDUSTRIAL

SITE AREA: 15.45 ACRES (672,894 S.F.)

EXISTING BUILDING DATA:

EXISTING BUILDING AREA	140,235 S.F.
EXISTING TIRE CENTER	5,200 S.F.
EXISTING FOOD SERVICE	1,251 S.F.
TOTAL EXISTING BUILDING	146,686 S.F.
EXISTING ENCLOSED CANOPY	4,765 S.F.
EXISTING FIRE PUMP ROOM	225 S.F.

PARKING DATA:

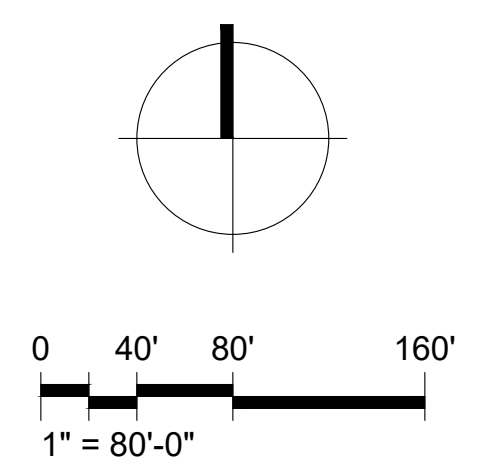
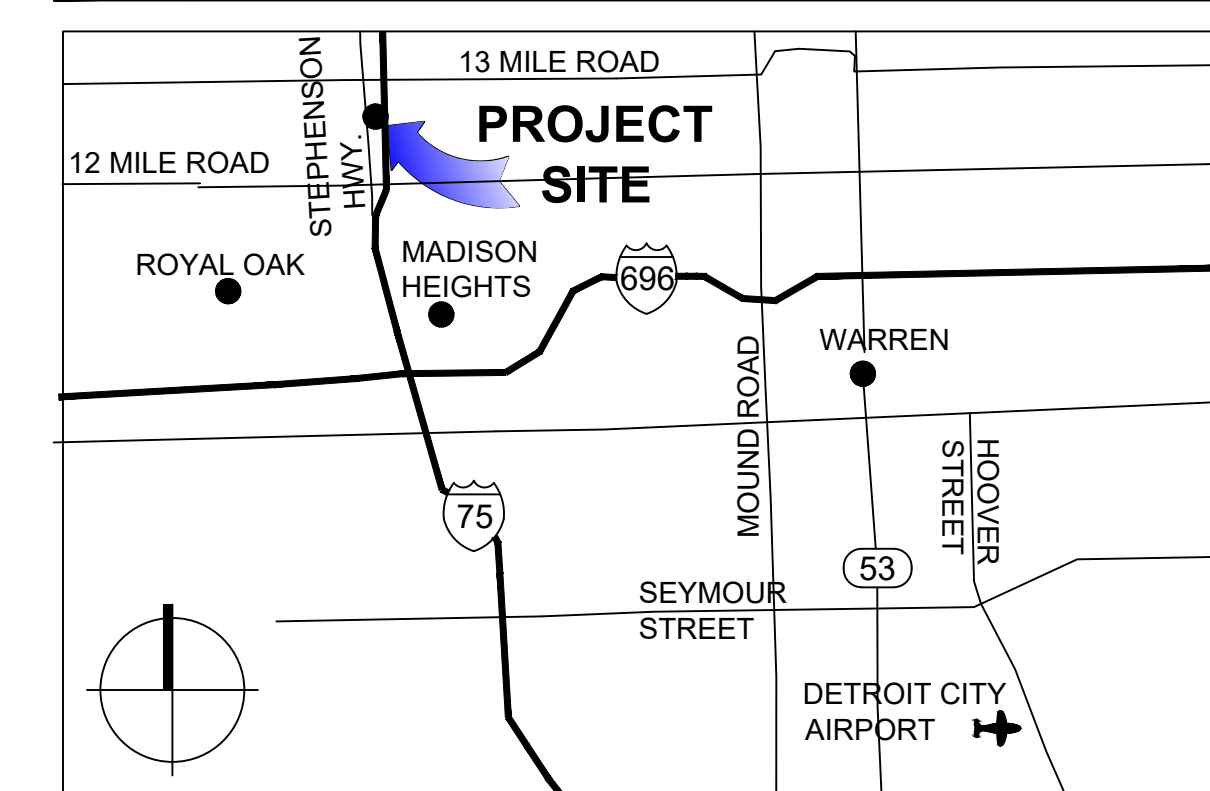
PARKING PROVIDED:

Ⓢ 10' WIDE STALLS	624 STALLS
ACCESSIBLE STALLS	18 STALLS
TOTAL PARKING	642 STALLS

NO. OF STALLS PER 1000 SF OF BUILDING AREA: 4.37 STALLS

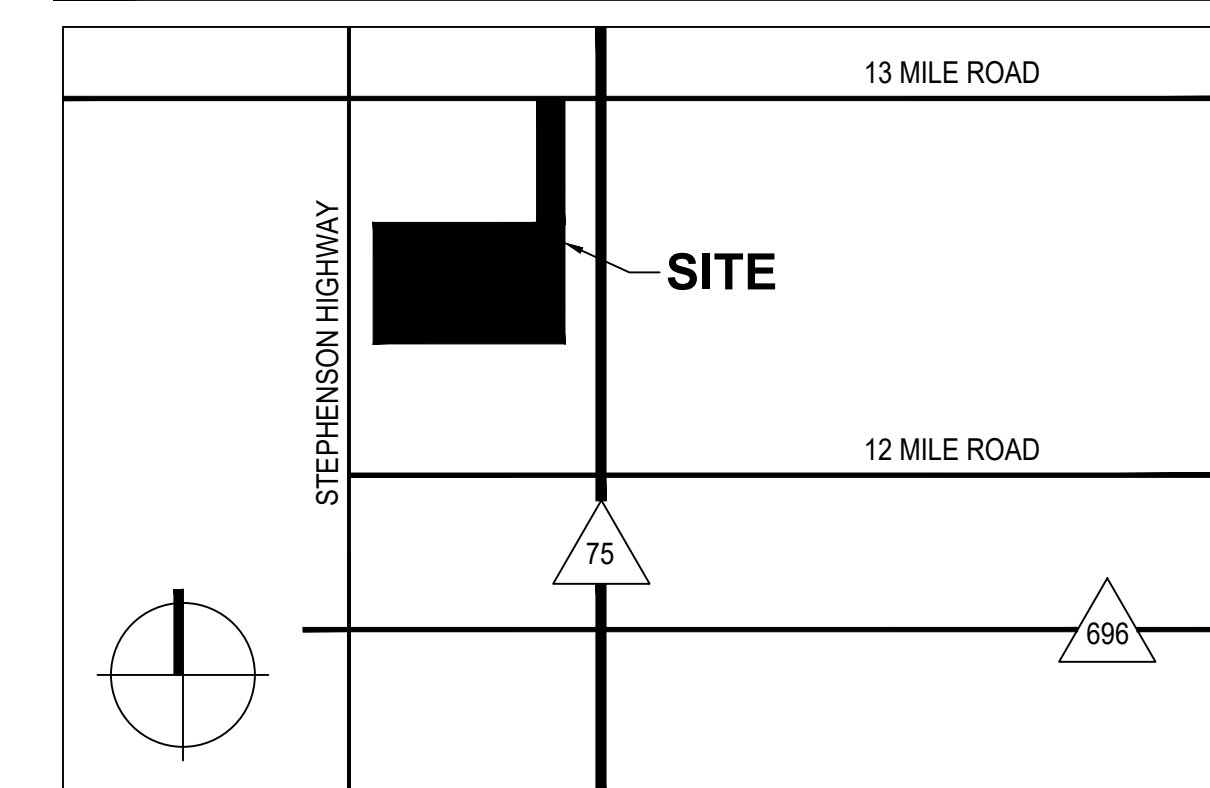
NOTES:
 EXISTING CONDITIONS TO BE FIELD VERIFIED.

REGIONAL MAP



COSTCO WHOLESALE
 MADISON HEIGHTS, MI # 393

VICINITY MAP



30550 STEPHENSON HWY
 MADISON HEIGHTS, MI 48071

1101 Second Ave, Ste 100
 Seattle, WA 98101

206 962 6500
 MG2.com



96-0410-28
 MAY 13, 2026

EXISTING
 SITE PLAN

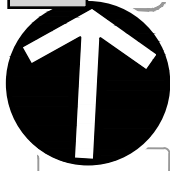
EX11

COSTCO WHOLESALE

MADISON HEIGHTS, MI

EXISTING SITE PLAN

MAY 13, 2026



13 MILE ROAD

(120' PUBLIC RIGHT-of-WAY)

PIN: 25-11-127-009
BOOTSIE LLC
 LIBER 45675, Pg. 839
 1.9439 ACRES±

PARCEL 1
 PIN: 25-11-127-013
30900 PARTNERS LLC
 LIBER 50837, Pg. 69 (PARCEL 1)
 5.0765 ACRES

PIN: 25-11-127-006
LAUDERDALE DEVELOPMENT CORPORATION
 LIBER 45962, Pg. 129
 2.4997 ACRES±

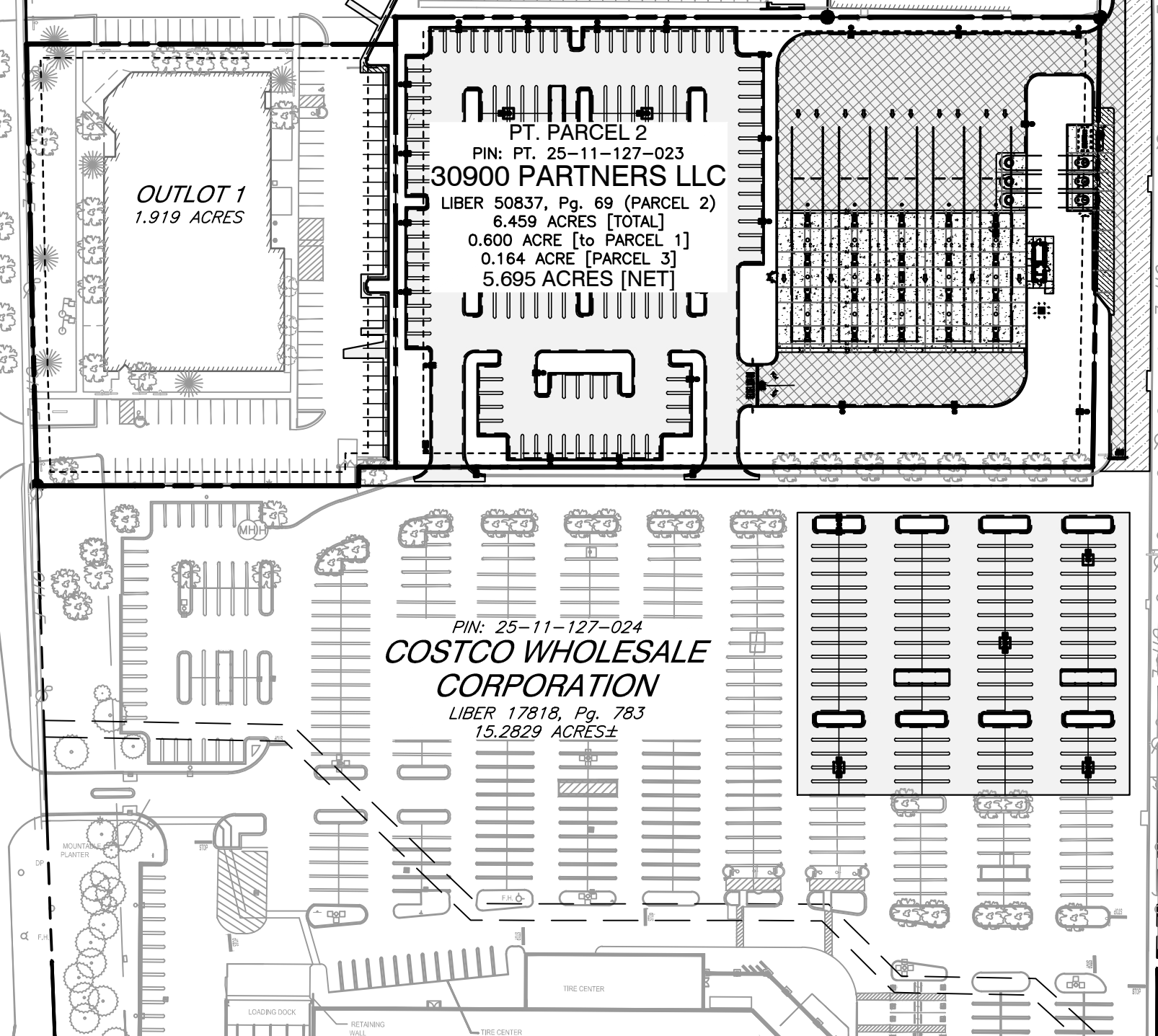
STEPHENSON HIGHWAY

(204' PUBLIC RIGHT-of-WAY)

OUTLOT 1
 1.919 ACRES

PT. PARCEL 2
 PIN: PT. 25-11-127-023
30900 PARTNERS LLC
 LIBER 50837, Pg. 69 (PARCEL 2)
 6.459 ACRES [TOTAL]
 0.600 ACRE [to PARCEL 1]
 0.164 ACRE [PARCEL 3]
 5.695 ACRES [NET]

PIN: 25-11-127-024
COSTCO WHOLESALE CORPORATION
 LIBER 17818, Pg. 783
 15.2829 ACRES±



ENGINEERING, SURVEYING AND LANDSCAPE ARCHITECTURE IN THE STATE OF NORTH CAROLINA WILL BE PROVIDED BY CEC SURVEYING AND LANDSCAPE ARCHITECTS OF NC, PLLC. SERVICES IN PUERTO RICO WILL BE PROVIDED BY CEC ENGINEERS & CONSULTANTS, LLC. LANDSCAPE ARCHITECTURE SERVICES IN THE STATE OF OHIO WILL BE PROVIDED BY CEC LANDSCAPE ARCHITECTS, LLC.



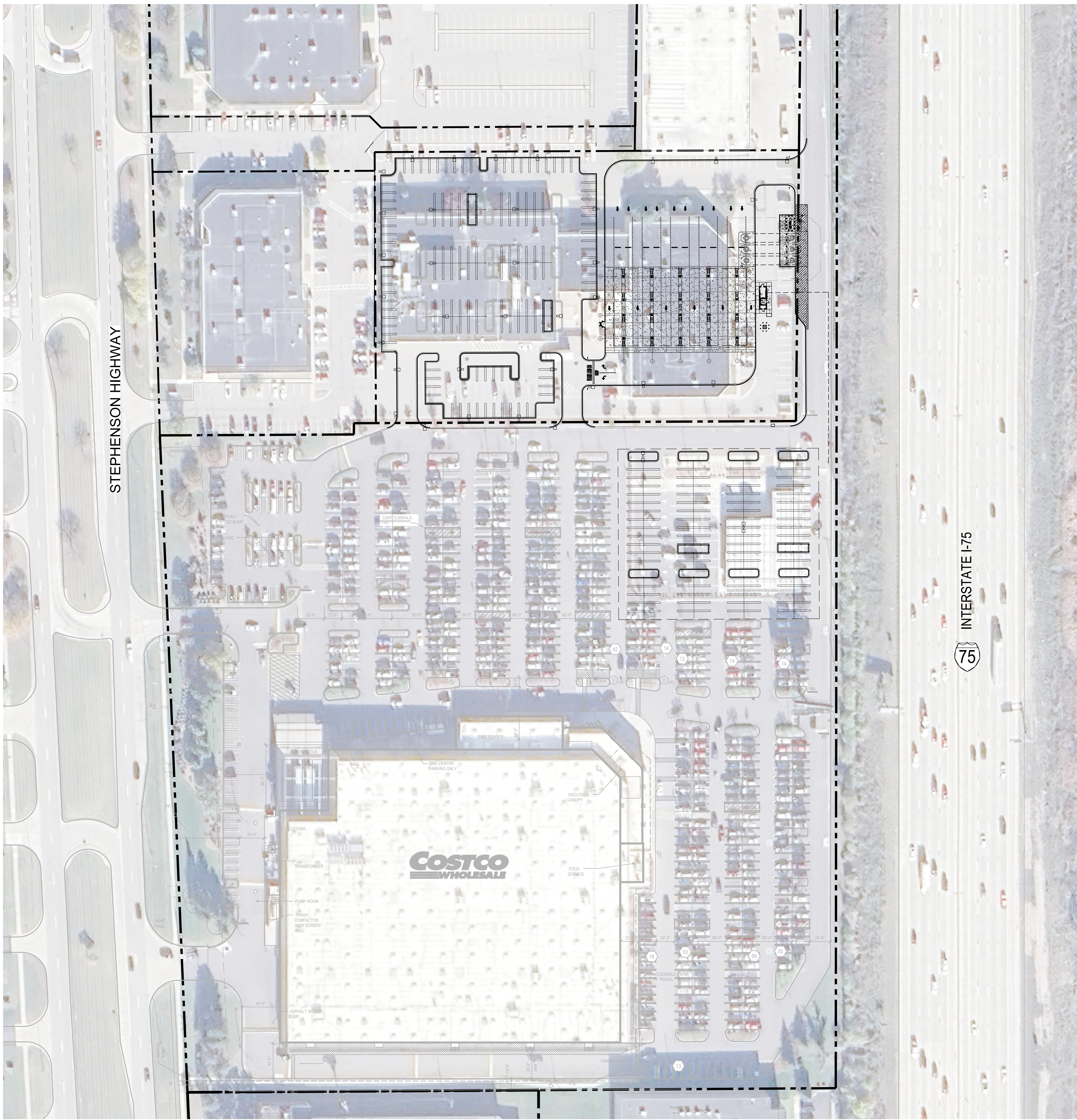
10300 Alliance Road
 Suite 300
 Cincinnati, OH 45242
 Ph: 513.985.0226
 www.cecinc.com



Madison Heights, Michigan

OVERALL PROPERTY EXHIBIT

DRAWN BY:	PES	CHECKED BY:	DRAFT	APPROVED BY:	DRAFT	EXHIBIT:
DATE:	MAY 2026	DWG SCALE:	1"=100'	PROJECT NO:	358-188	A

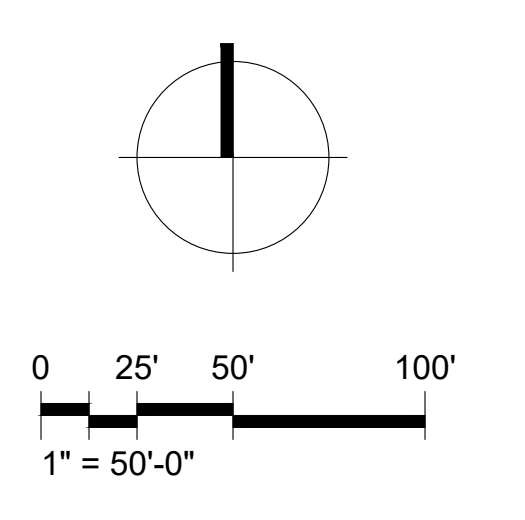


PROJECT DATA

CLIENT:	COSTCO WHOLESALE 730 LAKE DRIVE ISSAQUAH, WA 98027
PROJECT ADDRESS:	30550 STEPHENSON HWY MADISON HEIGHTS, MI 48071
ZONING:	EXISTING: M-1 LIGHT INDUSTRIAL PROPOSED: B-2 COMMUNITY BUSINESS DISTRICT
TOTAL NEW SITE AREA:	21.13 ACRES (920,150 SF)
INCLUDES:	
EXISTING SITE PLAN:	15.45 ACRES (672,894 SF)
PROPOSED SITE PLAN:	3.78 ACRES (164,472 SF)
OUTLOT 1:	1.90 ACRES (82,784 SF)
EXISTING BUILDING DATA:	
EXISTING BUILDING AREA	140,235 S.F.
EXISTING TIRE CENTER	5,200 S.F.
EXISTING FOOD SERVICE	1,251 S.F.
TOTAL EXISTING BUILDING	146,686 S.F.
EXISTING ENCLOSED CANOPY	4,765 S.F.
EXISTING NEW FIRE PUMP ROOM	225 S.F.
PROPOSED CONTROLLER ENCLOSURE	237 S.F.

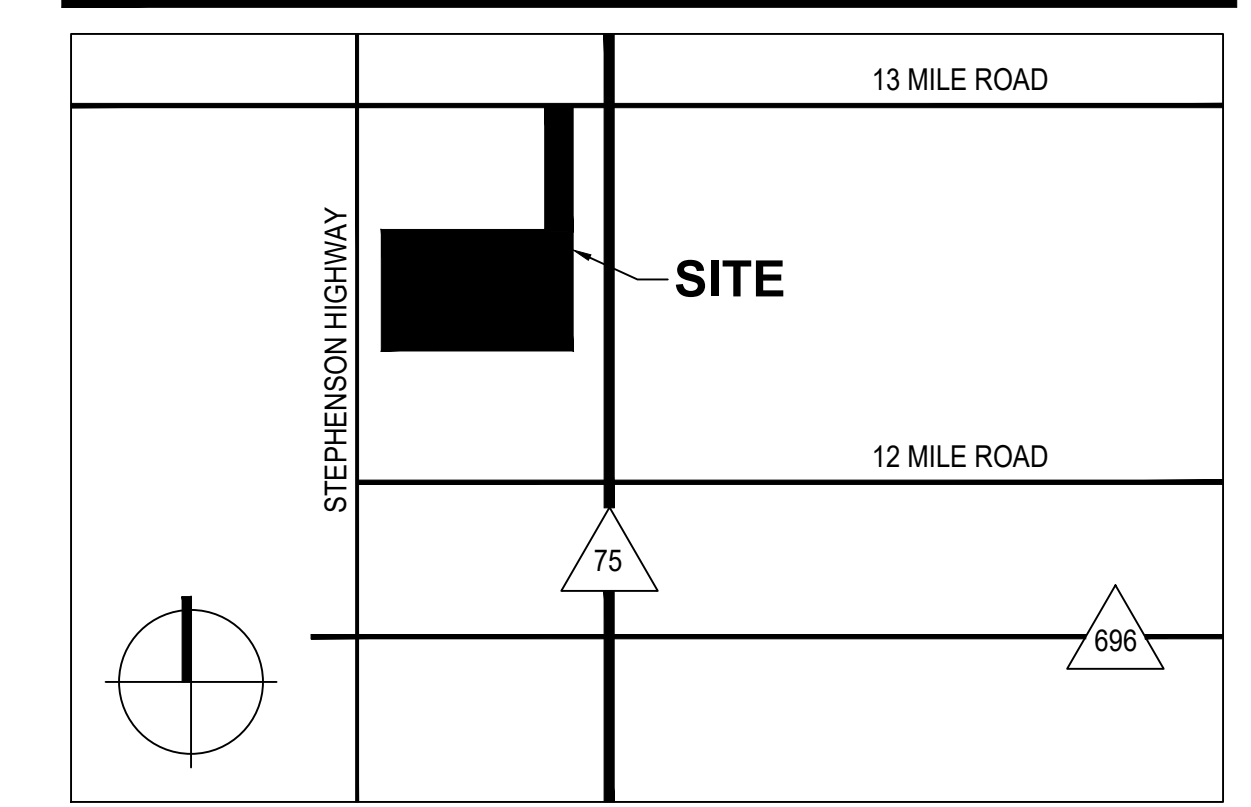
PARKING DATA:	
EXISTING PARKING PROVIDED:	624 STALLS
⊕ 10' WIDE STALLS	18 STALLS
ACCESSIBLE STALLS	18 STALLS
TOTAL EXISTING PARKING	642 STALLS
NO. OF STALLS PER 1000 SF OF BUILDING AREA:	4.37 STALLS
PROPOSED PARKING PROVIDED:	
⊕ 10' WIDE STALLS	919 STALLS
ACCESSIBLE STALLS	18 STALLS
TOTAL PROPOSED PARKING	937 STALLS
NO. OF STALLS PER 1000 SF OF BUILDING AREA:	6.39 STALLS
TOTAL PARKING GAINED	+295 STALLS

REGIONAL MAP



COSTCO WHOLESALE
MADISON HEIGHTS, MI # 393

VICINITY MAP



30550 STEPHENSON HWY
MADISON HEIGHTS, MI 48071
1101 Second Ave. Ste 100
Seattle, WA 98101
206 962 6500
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96-0410-26
MAY 13, 2026

AERIAL SITE PLAN

DD12-04

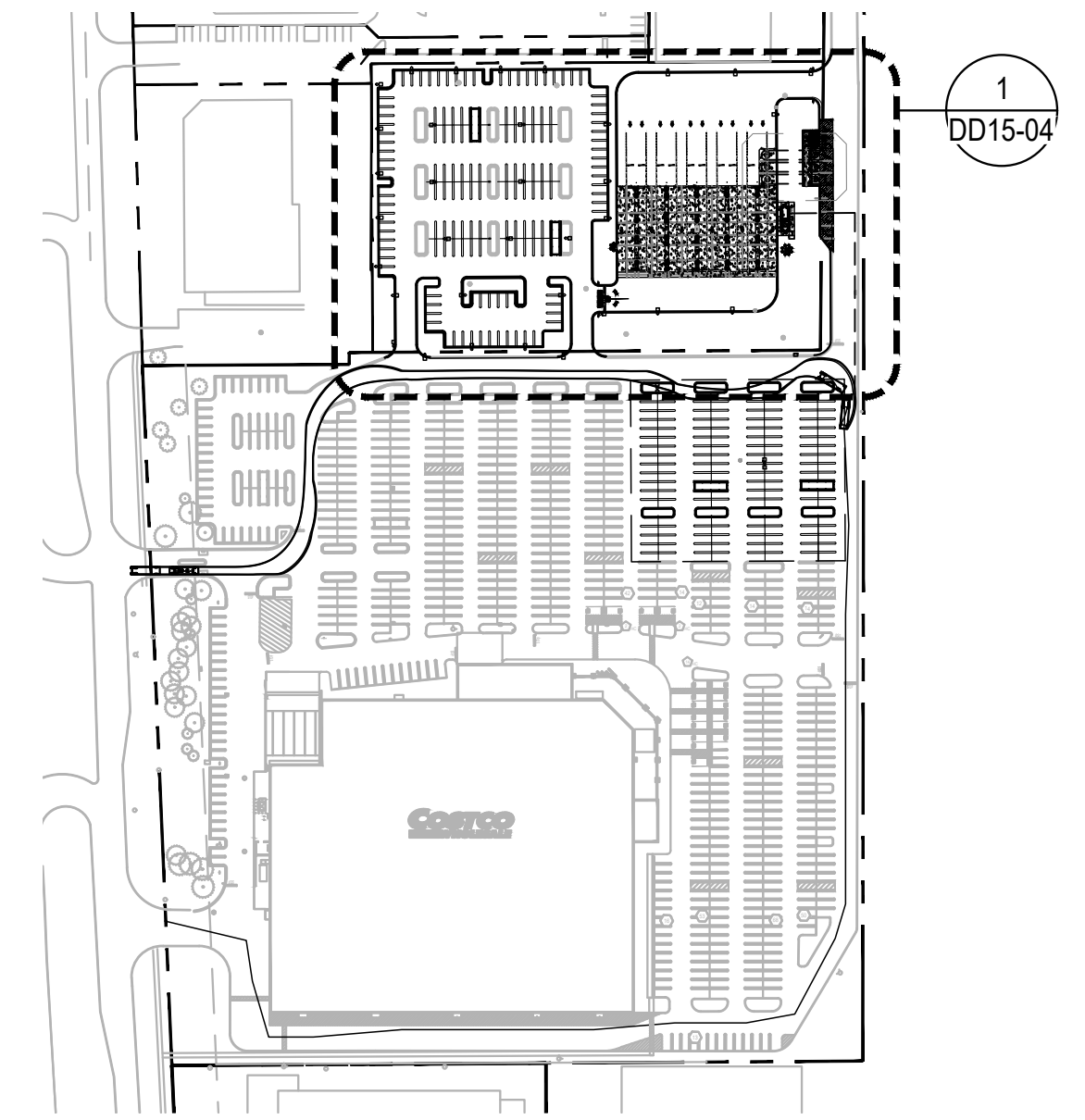
COSTCO WHOLESALE

MADISON HEIGHTS, MI

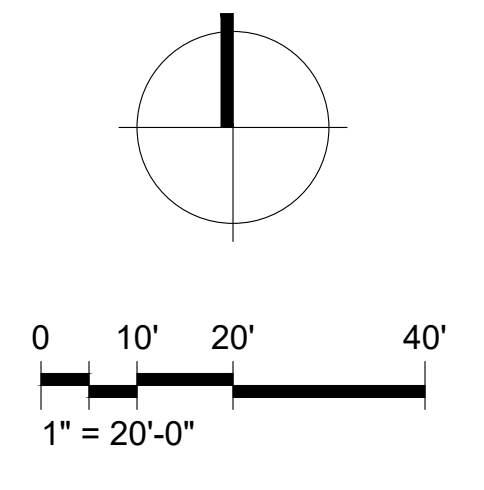
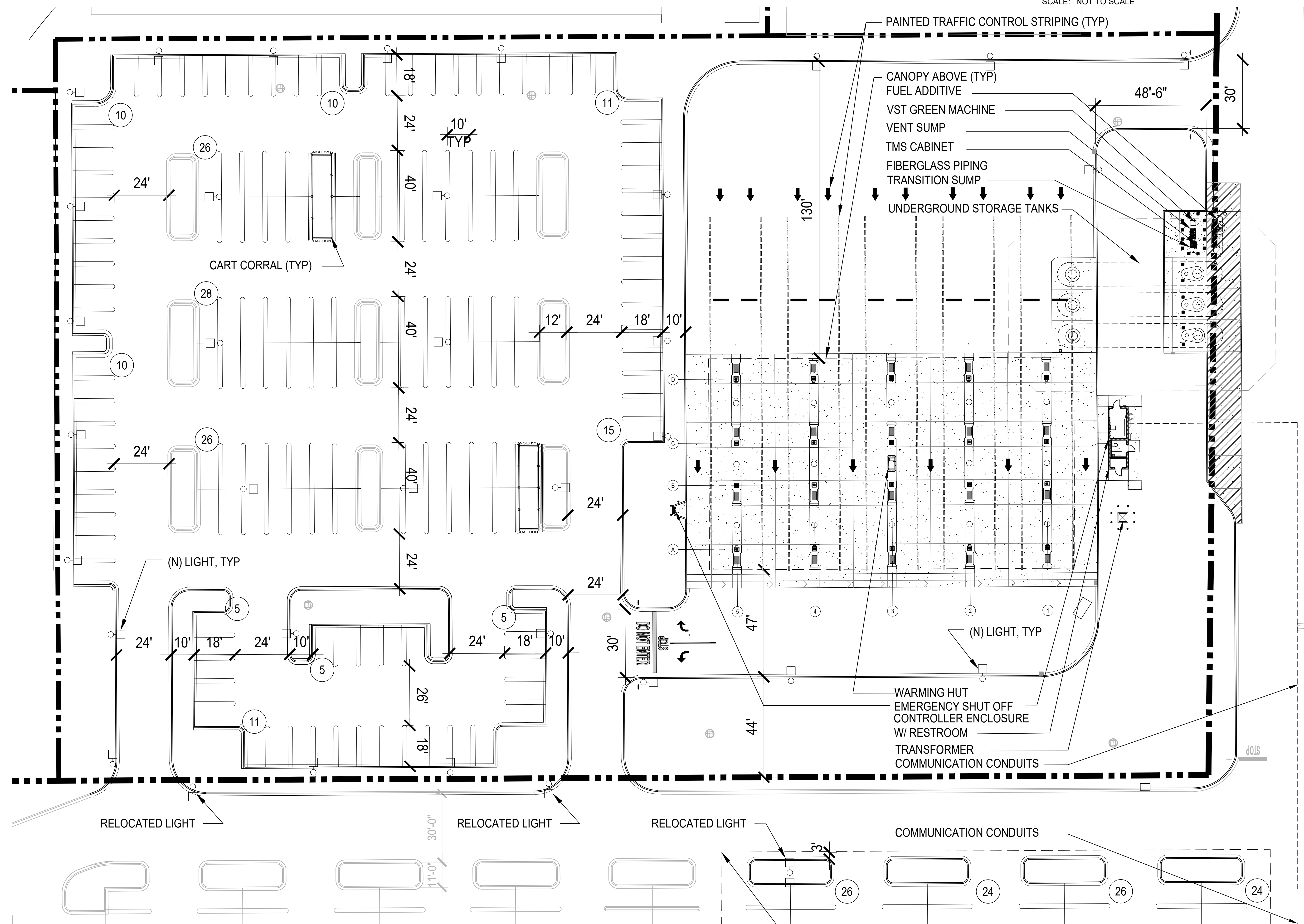
AERIAL SITE PLAN

MAY 13, 2026

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KEY PLAN
SCALE: NOT TO SCALE



COSTCO
WHOLESALE
MADISON HEIGHTS, MI
393

30550 STEPHENSON HWY
MADISON HEIGHTS, MI 48071

1101 Second Ave. Ste 100
Seattle, WA 98101
206 962 6500
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96-0410-26
MAY 13, 2026

ENLARGED
SITE PLAN

DD15-04

COSTCO WHOLESALE

MADISON HEIGHTS, MI

ENLARGED SITE PLAN

MAY 13, 2026

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