

**CITY OF MADISON HEIGHTS****COUNCIL CHAMBERS - CITY HALL, 300 W. 13 MILE RD.****PLANNING COMMISSION MEETING [RESCHEDULED FROM
MARCH 18TH] AGENDA****APRIL 08, 2025 AT 5:30 PM**

CALL TO ORDER**ROLL CALL****ADDITIONS/DELETIONS****APPROVAL OF MINUTES**

1. January 21st, 2025 Meeting Minutes

PUBLIC HEARING

2. Special Land Use Request # PSP 25-01 - 31691 Dequindre Road - Major Auto Repair and Service

MEETING OPEN TO THE PUBLIC: Items not listed on agenda**UNFINISHED BUSINESS****NEW BUSINESS**

3. Temporary Use Request # PTMPU 25-02 - 27591 Dequindre Road - Temporary Sand Staging/Storage
4. Temporary Use Request # PTMPU 25-03 - 434 W. 12 Mile Road - Lowes Outdoor Accessory Sales and Storage
5. Major Site Plan Request # PSPR 25-01 - 32650 Stephenson Hwy. - Residence Inn Conversion to Multi-Family Residential

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.



CITY OF MADISON HEIGHTS
PLANNING COMMISSION MEETING MINUTES
January 21, 2025 **(DRAFT)**
Council Chambers – City Hall
300 W. 13 Mile, Madison Heights, MI 48071

1. CALL TO ORDER

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

2. ROLL CALL

Present: Chair Josh Champagne
Mayor Roslyn Grafstein
Mayor Pro Tem Mark Bliss
Commissioner Eric Graettinger
Commissioner Melissa Kalnasy
Commissioner Clifford Oglesby

Absent: City Manager Melissa Marsh
Commissioner Grant Sylvester

Also Present: City Planner Matt Lonnerstater
Assistant City Attorney Tim Burns
Deputy City Clerk Phommady A. Boucher

3. EXCUSE ABSENT MEMBERS

Motion by Commissioner Oglesby, seconded by Commissioner Graettinger to excuse City Manager Marsh and Commissioner Sylvester.

Motion carries unanimously.

4. APPROVAL OF MINUTES

Motion by Commissioner Graettinger, seconded by Commissioner Oglesby to approve the minutes of the regular Planning Commission meeting of November 19, 2024.

Motion carries unanimously.

5. PUBLIC HEARING

Rezoning Request No. PRZN 24-02 by Jim Tottingham, 7 W. Square Lake Road on behalf of property owner Mridha Interfaith Center, to rezone one (1) parcel of land located at 1357 W. 14 Mile Road (TM# 44-25-02-101-056) from R-2, One-Family Residential, to B-2, Community Business district.

Note: The applicant originally applied to rezone the property to B-3, Regional Business district, and the public notice reflects the original application. However, upon further discussion with staff, the applicant has requested an alternative rezoning to the B-2, Community Business district in lieu of the B-3 district.

City Planner Lonnerstater stated the applicant is requesting to rezone from a R-2, One-Family Residential district to B-2, Community Business district located at 1357 W. 14 Mile Road (TM # 44-25-02-101-056). The parcel was previously occupied by a church and the applicant is requesting to allow the existing building to be converted into a child day care center. Child day care centers could be permitted through the Special Land Use process under the current R-2 zoning district, a rezoning to B-2 would enable an administrative review and approval process for the proposed use and permit a range of commercial uses on the property if the child day care center were to cease operations. R-2, One-Family Residential district is to, "provide for one-family dwelling sites and residentially related uses." B-2, Community Business district is to, "cater the needs of a larger consumer population than is served by the Neighborhood Business District." B-3, Regional Business district is, "to provide sites for large-scale commercial establishments that provide goods and services to local residents as well as residents of other surrounding communities." The B-3 district permits a wider range of auto-oriented uses than the B-2 district. The subject parcel is sandwiched between the Campbell Corners strip mall, a hotel, and a stretch of auto-oriented uses including drive-through restaurants, a car wash, and a gas station. The land uses along the north side of 14 Mile Road (in Troy) consist of office and single-family residential. 14 Mile Road is designated as a principal arterial road which typically handles long-distance travel for important traffic generators. Per SEMCOG, this stretch of 14 Mile Road accommodates approximately 23,000 vehicles per day, a significant number of trips likely resulting due to proximity to the I-75 interchange. Staff believe that the existing single-family zoning district is not appropriate for this site.

A representative of the applicant introduces himself as Attorney Mark Lyon and he welcomes questions from the Board.

Chair Champagne opened the public hearing at 5:37 p.m. to hear comments on application PRZN # 24-02.

There being no comments on application PRZN # 24-02, Chair Champagne closed the public hearing at 5:37 p.m.

Mayor Pro Tem Bliss stated it's vital to fill the need for affordable childcare in the region and changing it from religious use adds it back to the tax roll to fund city services. He suggests that staff identify parcels that are zoned residential and abuts to commercial on the main artery in the city. This will allow new business developments in the city by ordinance.

Commissioner Kalnasy commented that future land use category of commercial for single land use properties made sense.

City Planner Lonnerstater clarified under our previous zoning ordinance for religious institutions in our commercial district had to come in as a special land use under residential. He advised the applicant that the request will go to the City Council for first and second reading at the next council meeting in January and/or February.

Commissioner Oglesby agreed that there is a great need for affordable childcare as businesses have been changing.

New business owner, Ms. Debasish Mridha plans to open her daycare center in June and use the building as is aside from cosmetic updates.

Motion by Commissioner Graettinger, seconded by Commissioner Oglesby, to approve as supported by staff and as requested by the applicant, in lieu of the originally-requested rezoning to the B-3, Regional Business district, as noted within the original application and within the public hearing notice, I move to recommend that City Council approve the rezoning of 1357 W. 14 Mile Road (parcel #44-25-02-101-056) from R-2, One-Family Residential, to B-2, Community Business district, after the required public hearing, based upon the following findings:

- 1) **The area in proximity to the parcel has been developed in a similar format and is consistent with the Master Plan therefore this rezoning is consistent with neighboring properties.**
- 2) **A rezoning to B-2 satisfies the map amendment review standards contained in Section 15.07 of the Zoning Ordinance. In particular, the Planning Commission finds that, in lieu of the originally requested B-3 district, a rezoning to B-2 more satisfactorily addresses the following standards:**
 - **Compatibility of the site's physical, geological, hydrological and other environmental features with the uses permitted in the proposed zoning district.**
 - **Compatibility of all the potential uses allowed in the proposed B-2 district with surrounding uses and zoning in terms of land**

suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

- **Consistency of the goals, policies, and objectives of the Master Plan (including the Future Land Use Plan).**
- **The boundaries of the B-2 district will be reasonable in relationship to surrounding zoning districts, and construction on the site will be able to meet the dimensional regulations for the requested zoning district.**
- **The requested B-2 district is considered to be more appropriate from the city's perspective than the existing R-2 district, and the B-3 district.**
- **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.**
- **The requested rezoning will not create an isolated or incompatible zone in the neighborhood.**
- **The capability of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district.**
- **The amendment will not be expected to result in exclusionary zoning.**

Voting Yea: Commissioner Bliss, Commissioner Champagne, Commissioner Graettinger, Commissioner Grafstein, Commissioner Kalnasy, Commissioner Oglesby

Motion carries unanimously.

6. MEETING OPEN TO THE PUBLIC

Chair Champagne opened the floor for public comment at 5:48 p.m. Seeing none, public comment was closed at 5:49 p.m.

7. Election of Planning Commission Officers: Chair, Vice-Chair, and Secretary

Motion by Commissioner Grafstein, seconded by Commissioner Oglesby to re-elect the following officers in their current roles:

Chairperson – Josh Champagne

Vice Chairperson – Eric Graettinger

Secretary – Melissa Kalnasy

Voting Yea: Commissioner Bliss, Commissioner Champagne, Commissioner Graettinger, Commissioner Grafstein, Commissioner Kalnasy, Commissioner Oglesby

Motion carries unanimously.

8. 2024 Annual Report

City Planner Lonnerstater stated that as part of the Planning Commission by-laws, the committee is required to forward an annual report to the City Council. The report will include the Zoning Ordinance Rewrite, text amendments, rezonings, Southeast Oakland County Safe Streets for All Plan, and 11 Mile Downtown Streetscape Project.

Motion by Commissioner Graettinger, seconded by Commissioner Kalnasy to forward the Planning Commission 2024 Annual Report to the City Council for consideration.

Motion carries unanimously.

9. Development Report: June to December 2024

City Planner Lonnerstater informed the commissioners that there haven't been any new special land use applications since last year in June. We have had some major site plans received to include the following: expansions of existing facilities of a dispensary on Dequindre; Detroit 75 Kitchen mobile food truck site on Stephenson; and there have been some preliminary discussions for major residential projects for conversions of hotels into residential housing. The Planning Commission should expect some site plan applications coming forward for final approval.

10. ADJOURNMENT

Seeing no further comments, Chair Champagne adjourned the meeting at 5:55 p.m.



MEMORANDUM

Date: March 7th, 2025
 To: City of Madison Heights Planning Commission
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Special Approval Request PSP 25-01– 31691 Dequindre Road – Major Auto Repair and Service

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 7

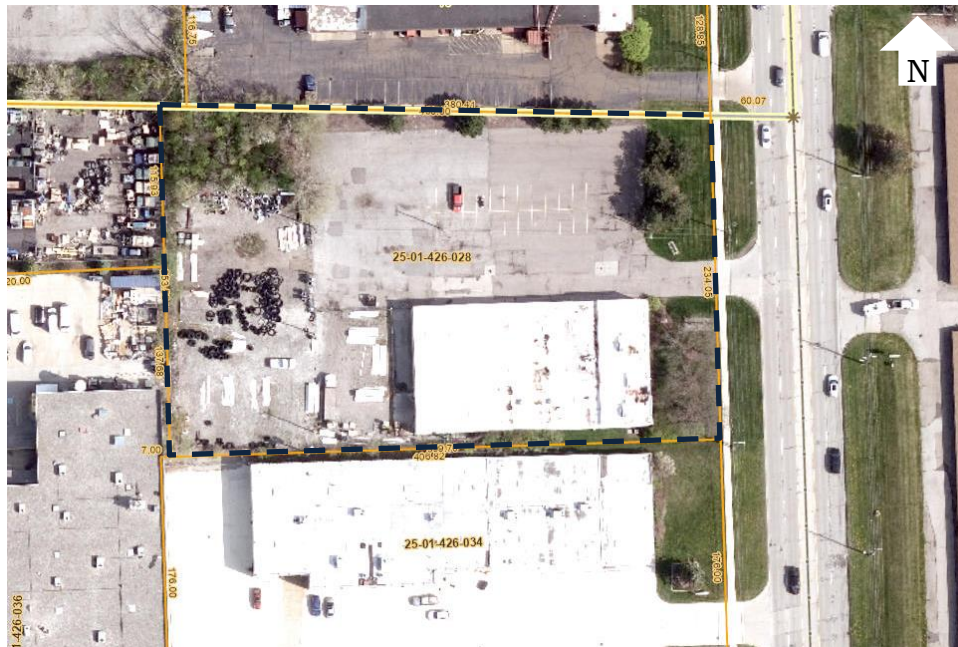
Introduction

The applicant, Ogeen Kada, 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 Auto Repair and Service business at 31691 Dequindre Road, zoned M-1, Light Industrial; tax parcel # 44-25-01-426-028. The property is located on the west side of Dequindre Road, north of Whitcomb Ave.

Project Details

The subject property is 2.25 acres in size and is currently improved with a 15,000 square-foot light industrial building, asphalt parking lot, and an outdoor storage area (improved with gravel) at the rear of the building. The building and site most recently operated as a landscape supply store. Per the project narrative and concept plan, the applicant intends to repurpose the building into a full-service auto repair and collision shop and used auto dealership; provide exterior façade improvements to the building; demolish and reconstruct the parking/storage areas with a new asphalt parking lot; and install new landscaping around the site. While used auto sales is permitted by right on the property subject to site plan review, auto repair and service requires Special Land Use approval.

31691 Dequindre Road – Aerial Image – Existing Conditions



Streetview from Dequindre Road



**Note: The trees/landscaping in front of the parking lot on the right side of the image were recently removed.*

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

Major Auto Repair and Service Facilities, including those that offer collision and body work, 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. While the conceptual site plan appears to satisfy these standards, should the Planning Commission move to recommend approval of the Special Land use, staff recommends that the standards be referenced as a condition of approval.

Auto Sales facilities are also subject to use-specific criteria found in Section 7.03.3. Compliance with these standards would be confirmed during site plan review.

Site Analysis

Existing Zoning and Land Use

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

	Existing Land Use	Existing Zoning
Site	Light Industrial Bldg./Site	M-1, Light Industrial
North	Metal Heating Services/Industrial	M-1, Light Industrial
South	Industrial/Warehouse/Printing Services	M-1, Light Industrial
East (across Dequindre; City of Warren)	Self-Storage and Outdoor Storage	M-2, Medium Light Industrial (City of Warren)
West	Metallurgy use/Industrial	M-1, Light Industrial

The site is surrounded by light industrial zoning and land uses, including on the opposite side of Dequindre in Warren. 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.”*

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. The full list of permitted uses is attached to this report.

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; City of Warren)	Industrial Commercial Corridor (City of 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 Approval 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 Department of Roads 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 intent of the M-1, Light Industrial zoning district, the uses permitted within the district, 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.

Landscaping

In order to offset some of the external impacts of auto repair use, such as the parking of vehicles in disrepair and the sight of vehicles being repaired within the bay doors, extra consideration should be given to the proposed landscaping adjacent to the right of way. The applicant has provided a landscape plan which depicts adequate right-of-way screening adjacent to Dequindre. 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.

Interior parking lot landscaping has also been provided in the form of curbed landscape islands; however, two (2) additional parking lot islands are required along the northern parking bay to satisfy the requirements of Section 11.06 (Parking Lot Landscaping).

Parking

120 parking spaces are provided on site meeting minimum parking requirements. Staff finds the amount of parking spaces to be adequate to ensure that both used car displays and vehicles awaiting repair can be kept clear of drive aisles.

Stormwater

Because the entirety of the existing parking lot and gravel storage area is proposed to be removed and repaved, adequate stormwater management will need to be provided on site in accordance with Oakland County standards, likely in the form of an underground stormwater detention system. This will be confirmed as part of formal Major Site Plan review.

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 conditions 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. However, the site plan shall be modified, as needed, to meet the minimum interior parking lot island requirements of Section 11.06, the minimum storm water management requirements of Section 11.03, and all other minimum Zoning Ordinance standards, unless waived as part of Special Land Use or Major Site Plan review.
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 Approval review standards and criteria, Section 15.03.3. Per Section 15.05, the Planning Commission 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.

A template motion of approval is provided on the following page.

Attachments

- **Special Land Use Application - PSP #25-01**
- **Concept Site Plan – PSP #25-01**
- **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 motion of approval and findings 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. A motion for denial may follow this same outline.

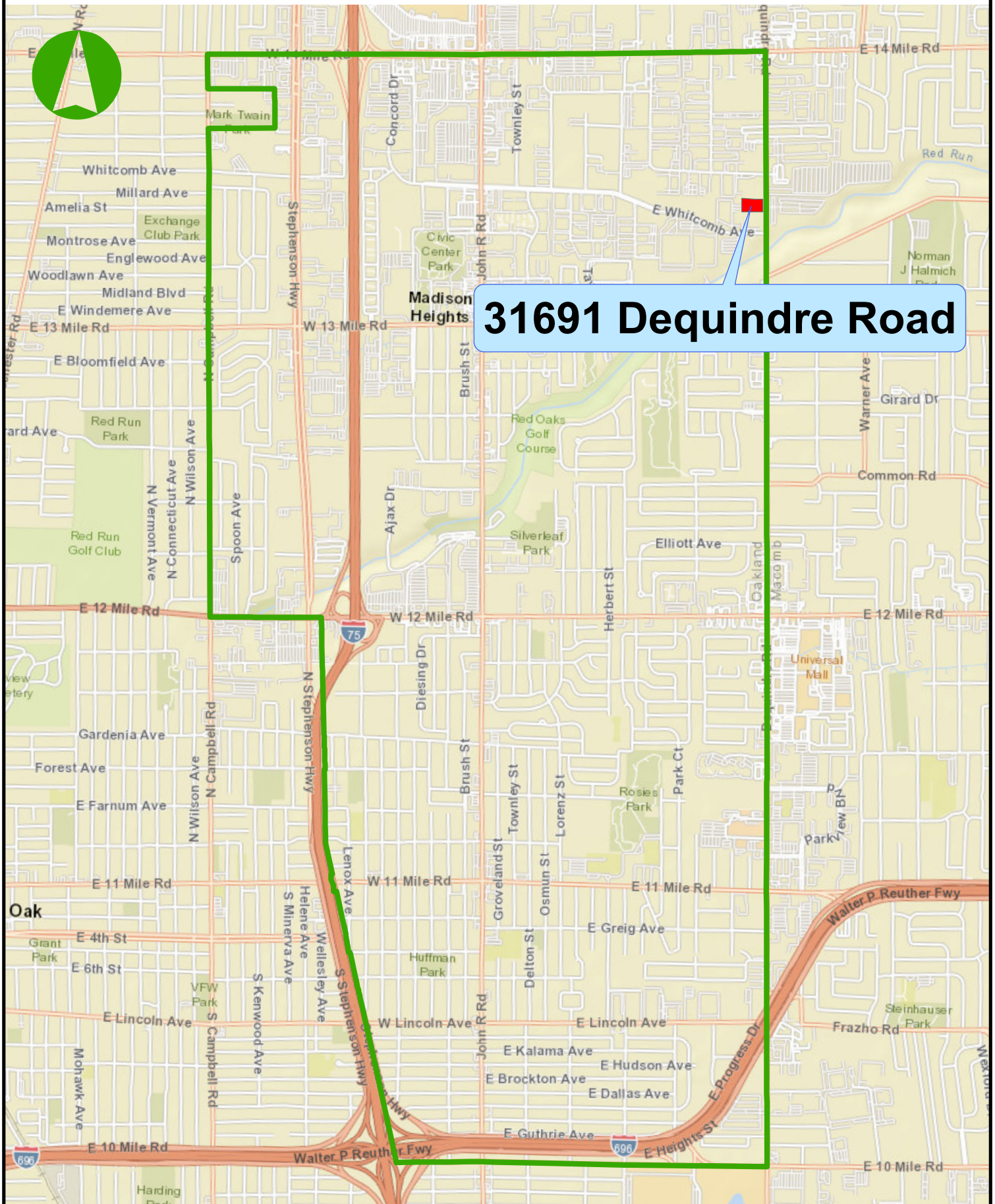
MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY **RECOMMENDS THAT CITY COUNCIL APPROVE** SPECIAL LAND USE REQUEST NUMBER PSP 25-01 FOR A MAJOR AUTO REPAIR AND SERVICE FACILITY AT 31691 DEQUINDRE ROAD BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Major Auto Repair and Service facility at 30901 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 25-01 at their March 18th, 2025 meeting.
3. The proposed Major 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. 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 meet the minimum interior parking lot island requirements of Section 11.06, the minimum storm water management requirements of Section 11.03, and all other minimum Zoning Ordinance standards, unless waived as part of Special Land Use or Major Site Plan review.
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.

PSP Case 25-01: 31691 Dequindre Road

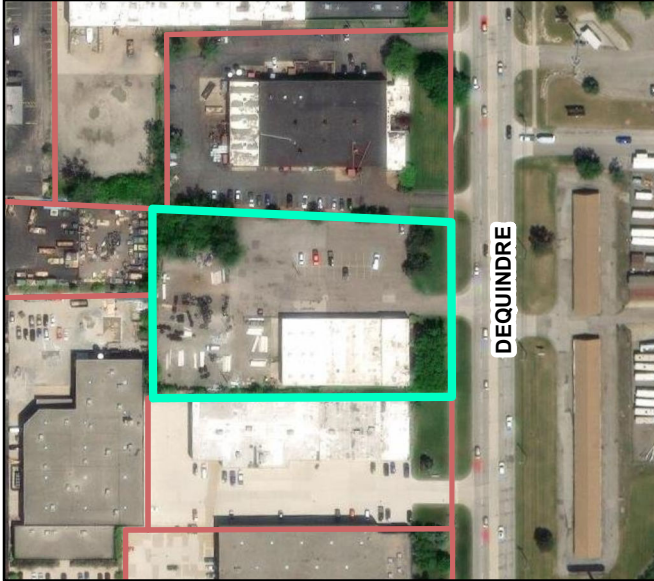



Site Address: 31691 Dequindre Road



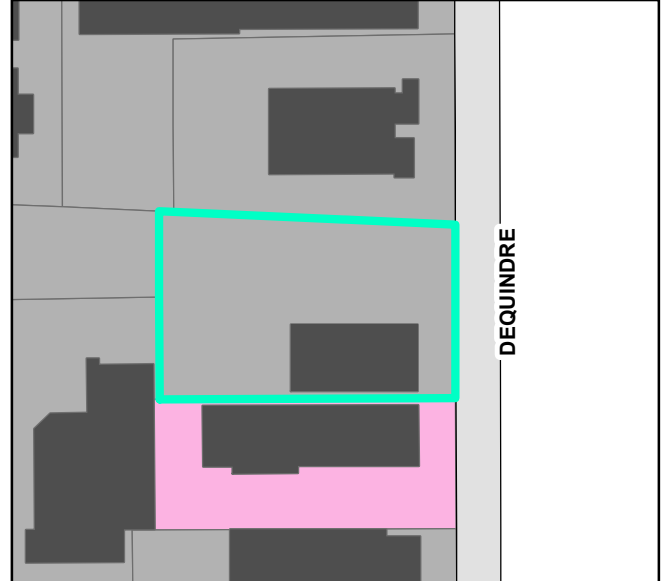
[Click for maps](#)

Aerial



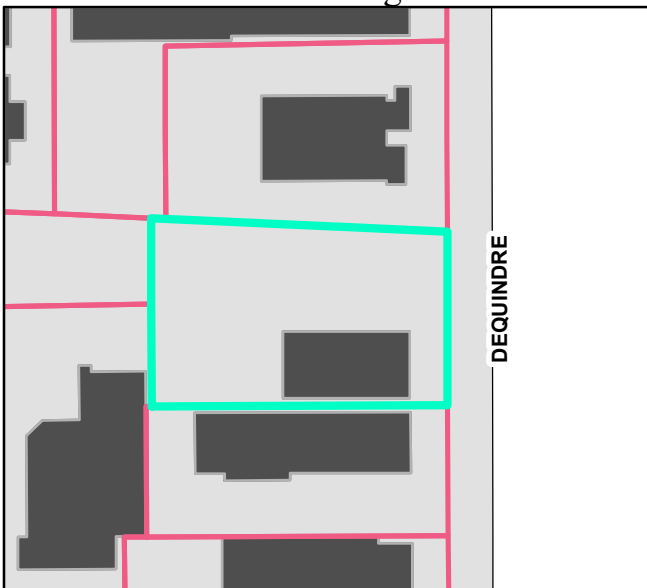
 31691 Dequindre Rd  Parcels

Existing Land Use



 31691 Dequindre Rd  Industrial
 Buildings  Office




Zoning



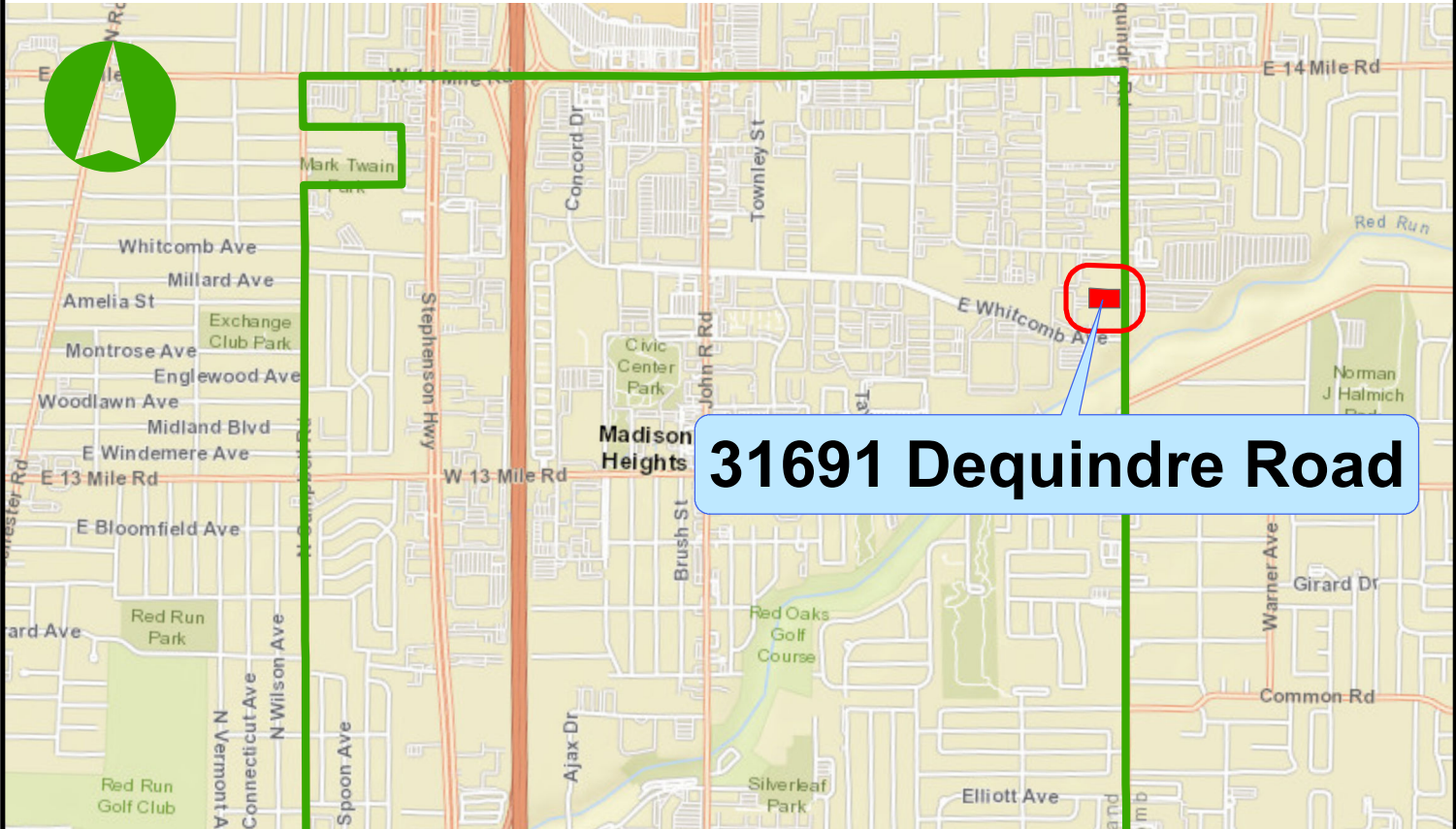
 31691 Dequindre Rd  Buildings
 Parcels  M-1 Light Industrial

Future Land Use

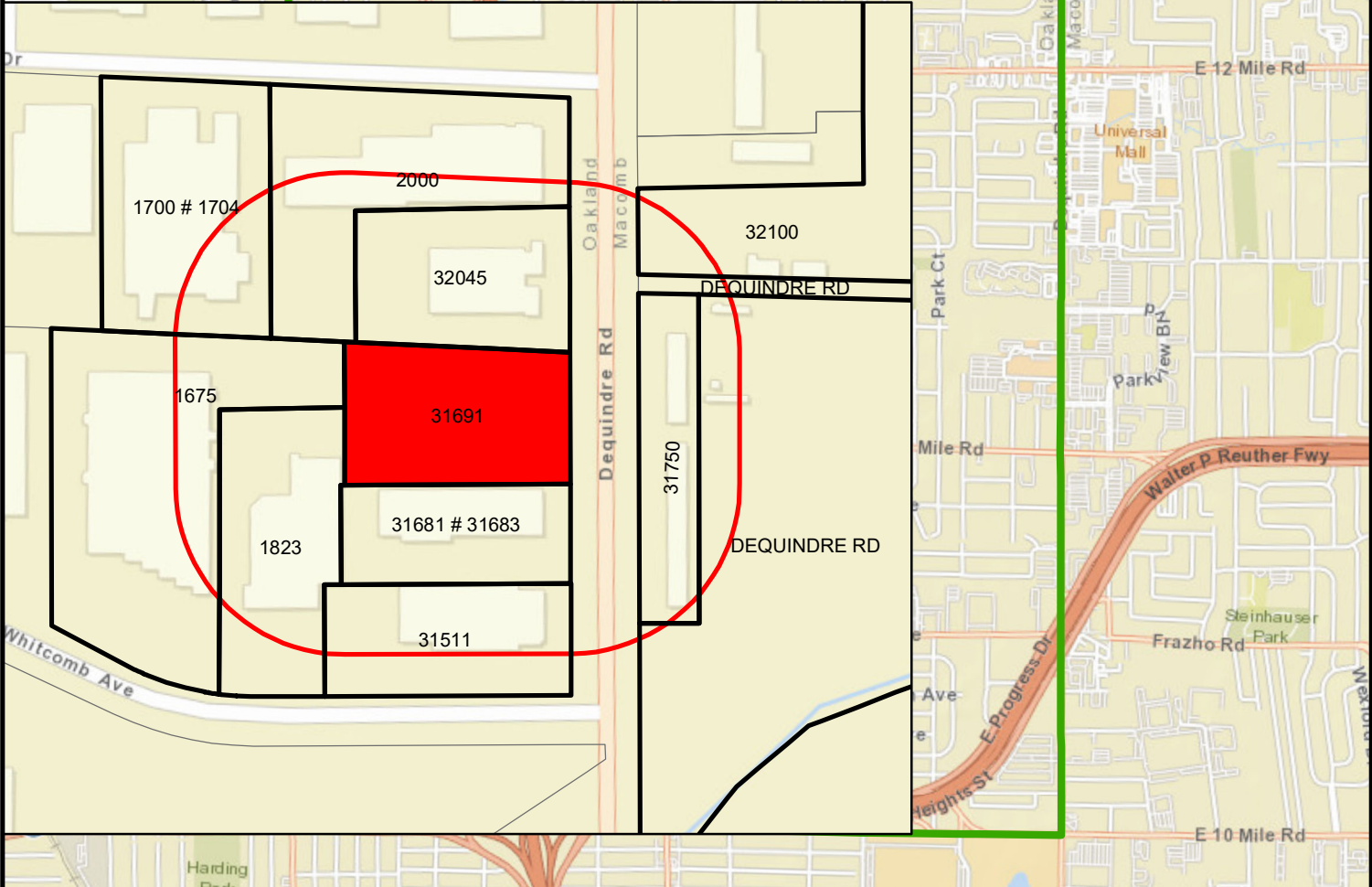


 31691 Dequindre Rd  Industrial
 Parcels

PSP Case 25-01: 31691 Dequindre Road Buffer 300 Ft



31691 Dequindre Road





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

I. APPLICANT INFORMATION

Applicant Ogeen Kada
Applicant Address 1642 Traceky Drive
City Rochester Hills State MI ZIP 48306
Interest in Property (owner, tenant, option, etc.) Owner/Operator/Purchaser
Contact Person Ogeen Kada
Telephone Number (586) 718-4776 Email Address ogeen.realtor@gmail.com

II. PROPERTY INFORMATION

Property Address 31691 Dequindre Road
Tax ID 44-25-01-426-028 Zoning District M1 Industrial
Owner Name (if different than applicant) 31691 Dequindre LLC
Address 26500 American Drive
City Southfield State MI Zip 48034
Telephone Number (248) 948-0103 Email Address paulhoge@signatureassociates.com

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name Hatem Hannawa Company BD & E Group LLC
Address 28124 Orchard Lake Rd Suite 102
City Farmington Hills State MI Zip 48334
Telephone Number (248) 508-9897 Email Address hatem@bdandegroup.com

SPECIAL LAND USE APPLICATION

IV. PROJECT NAME

Madison Automotive LLC

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

Renovate, remodel, improve, & re-tool property into a state of the art automotive center. The center will offer advanced auto repair, auto collision, and used car sales.

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 Ogen Koch Signature [Signature] Date 2/10/25

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 Brandon Booth, Manager Signature [Signature] Date 2/10/25
31691 Dequindre, LLC

Notary for Property Owner:

Subscribed and sworn before me, this 10 day of February, 2025.

A Notary Public in and for Macomb County, Michigan.

Notary Name (Print): Amanda DeBene

Notary Signature: [Signature]

My Commission Expires: 1/12/29

Notary Stamp

AMANDA DEBENE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF MACOMB
My Commission Expires JANUARY 12, 2029
Acting in the County of Oakland

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.

The shop design and operation will focus on these key areas to protect public health and safety. A proper ventilation system, fire suppression, waste management/recycling, storage and organization of materials, regular safety training, and noise reduction. The repairs will also be conducted inside the building and no repairs will be conducted outside of the facility.

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

The building layout will be designed in a way to help conserve natural resources by converting the shop light supply to LED- this will conserve natural resources and also improve lighting and brighten the workspace reducing the number of work-related accidents. The landscaping and site will be redeveloped meeting the City of Madison Heights site development standards.

- 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.

The special land use will not be detrimental to any person or property. All equipment will be located inside of the building and repairs will be performed inside of the building.

- 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.

The building is an existing site and will be renovated and brought back to life. Property is in poor shape and will be repaved and new landscaping will be installed to further beautify the site.

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.

Ingress/Egress will not be affected with this special land use. We will be using the existing entrance and exit.

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

The proposed land use for used auto sales is consistent and allowed with the zoning. However, auto repair and collision are not- this special land use for auto repair and collision would only compliment the used auto sales license and provide a commitment to better serve our community and customers. Customers who would purchase a vehicle from us could much more easily

SPECIAL LAND USE APPLICATION

SPECIAL LAND USE: SUBMITTAL CHECKLIST

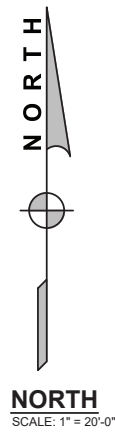
The following items are required for a complete Special Land Use application. Incomplete applications will not be processed.

- Completed Special Land Use application, including separate project narrative document.
- Completed Review Standards Response Form
- Two (2) 11" x 17" and digital (PDF) copy of the conceptual site plan, containing, at minimum, the following information:
 - Location map showing the proposed site location, zoning classifications, and major roads.
 - Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
 - 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.
 - The percentage of land area devoted to building, paved, and open space.
 - All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths.
 - Number of parking spaces and location of loading areas, handicap parking spaces and access routes on the subject property.
 - Location and height of all walls, fences, and landscaping, including a conceptual landscaping plan.
 - Location and widths of all abutting streets, existing and proposed rights-of-ways, easements, and pavements.
 - Type of existing and proposed surfacing of all drives, parking areas, loading areas, and roads.
 - All utilities located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, and proposed fire suppression into the building(s). Proposed sanitary leads and sanitary sewers must also be shown.
 - Preliminary storm system layout and floor arrows demonstrating that storm flow connections and disposal methods are feasible.
 - Existing and proposed ground contours at intervals of two feet, or spot elevations sufficient to review the proposed grading and drainage plan.

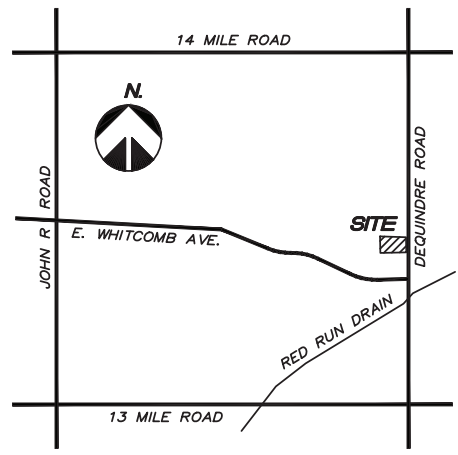
Existing/ Demo plan
has not utilities
(No changes)

The Planning and Zoning Administrator may waive particular Special Land Use submittal items upon a determination that such items are not necessary to deem compliance with Special Land Use standards.

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NORTH
SCALE: 1" = 20'-0"



LOCATION MAP
NO SCALE

BUILDING DESIGN & ENGINEERING

28124 ORCHARDLAKE ROAD
(SUITE 102)
FARMINGTON HILLS, MI 48334
TEL: (248) 508-9255
EMAIL: bdandegroup@gmail.com

CLIENT INFORMATION

MADISON AUTOMOTIVE, LLC
OGREEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

EXISTING SITE PLAN
DEMOLITION SITE

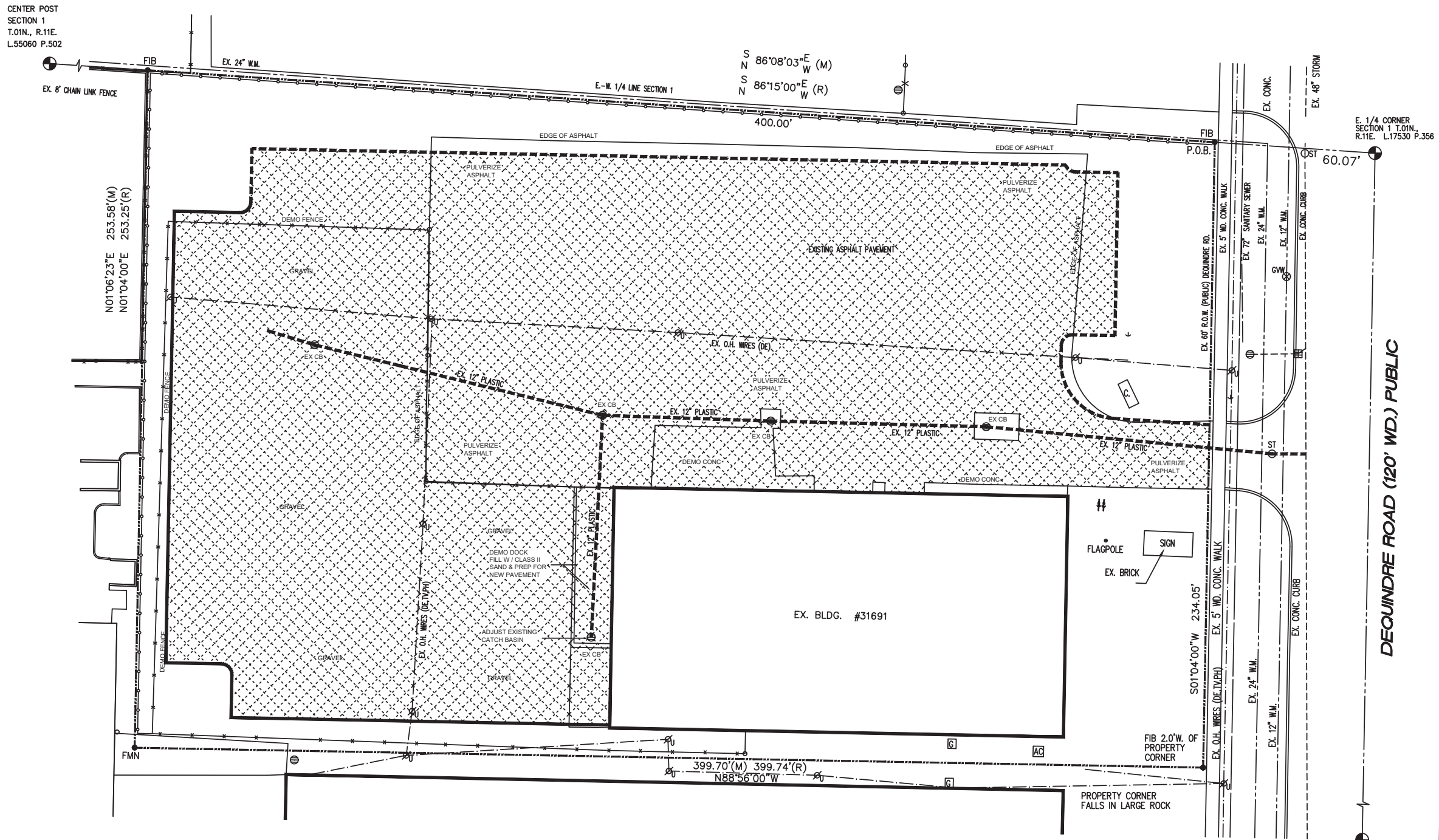
SUBMITTALS

PROJECT #
1008-25

SHEET NO.

SP100

DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS



EXISTING SITE PLAN
SCALE: 1" = 20'

SE. CORNER
SECTION 1
T.01N., R.11E.
L.17530 P.358

PARCEL ID # 25-01-426-028

LEGAL DESCRIPTION

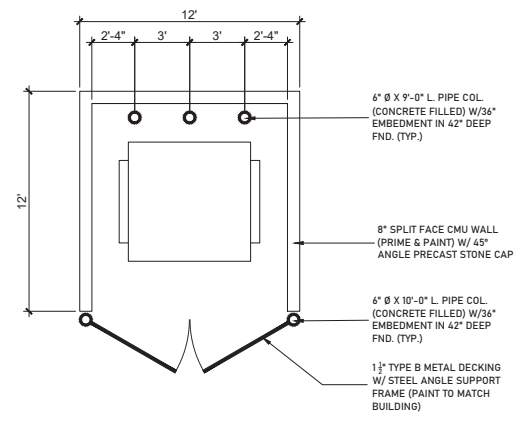
EXHIBIT A

The Land referred to herein below is situated in the City of Madison Heights, County of Oakland, State of Michigan, and is described as follows:

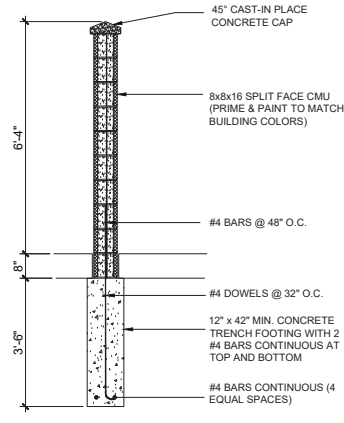
Part of the Southeast 1/4 of Section 1, Town 1 North, Range 11 East, City of Madison Heights, County of Oakland, State of Michigan described as: beginning at a point distant North 86 degrees 15 minutes 00 seconds West 60.07 feet from the East 1/4 corner; thence South 01 degree 04 minutes 00 seconds West 234.05 feet; thence North 88 degrees 55 minutes 00 seconds West 399.74 feet; thence North 01 degree 04 minutes 00 seconds East 253.25 feet; thence South 86 degrees 15 minutes 00 seconds East 400 feet to the point of beginning.

As Surveyed:

A parcel of land in the SE 1/4 of Section 1, T.01N., R.11E., City of Madison Heights, Oakland County, Michigan described as; Commencing at the East 1/4 corner of Section 1; thence N.86°08'03"W., 60.07 feet along the East/West 1/4 line of Section 1 to Point of Beginning; thence S.01°04'00"W., 234.05 feet; thence N.88°56'00"W., 399.70 feet; thence N.01°06'23"E., 253.58 feet to a Point on the East/West 1/4 line of Section 1; thence along said line S.86°08'03"E., 400.00 feet to the Point of Beginning and containing 2.237 acres.



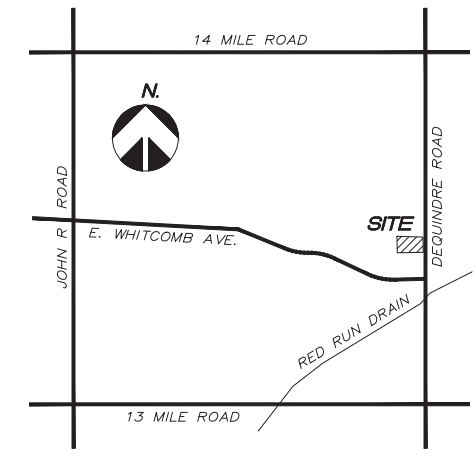
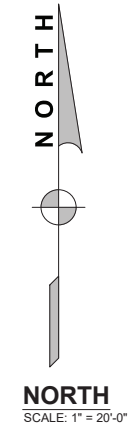
DUMPSTER ENCLOSURE PLAN
SCALE: NONE



DUMPSTER WALL DETAIL
SCALE: NONE

SITE NARRATIVES

1. THE EXISTING BUILDING WILL BE ALTERED ON THE INTERIOR AND EXTERIOR - REFER TO 'A' SHEETS
2. ALL SITE FEATURES ARE EXISTING AS SHOWN ON THE SURVEY - SEE ATTACHED. EXISTING DRIVES, WALKWAYS (OTHER THAN THAT SHOWN AND LABELED) MONUMENT SIGN, AND SITE LIGHTING TO REMAIN
3. LANDSCAPED AREAS WILL BE UPDATED TO MEET CURRENT STANDARDS AND WILL CONSIST OF AN AUTOMATIC IRRIGATION SYSTEM
4. THE SITE CONSISTS OF ALL UNDERGROUND UTILITIES.
5. THE EXISTING ASPHALT PAVEMENT WILL BE PULVERIZED AND GRADED TO RECEIVE A NEW 4" ASPHALT PAVEMENT
6. THE GRAVEL AREAS WILL BE GRADED, COMPACTED AND PAVED WITH 4" ASPHALT
7. LOADING DOCK WILL BE REMOVED TO PROVIDE A LEVEL PARKING LOT

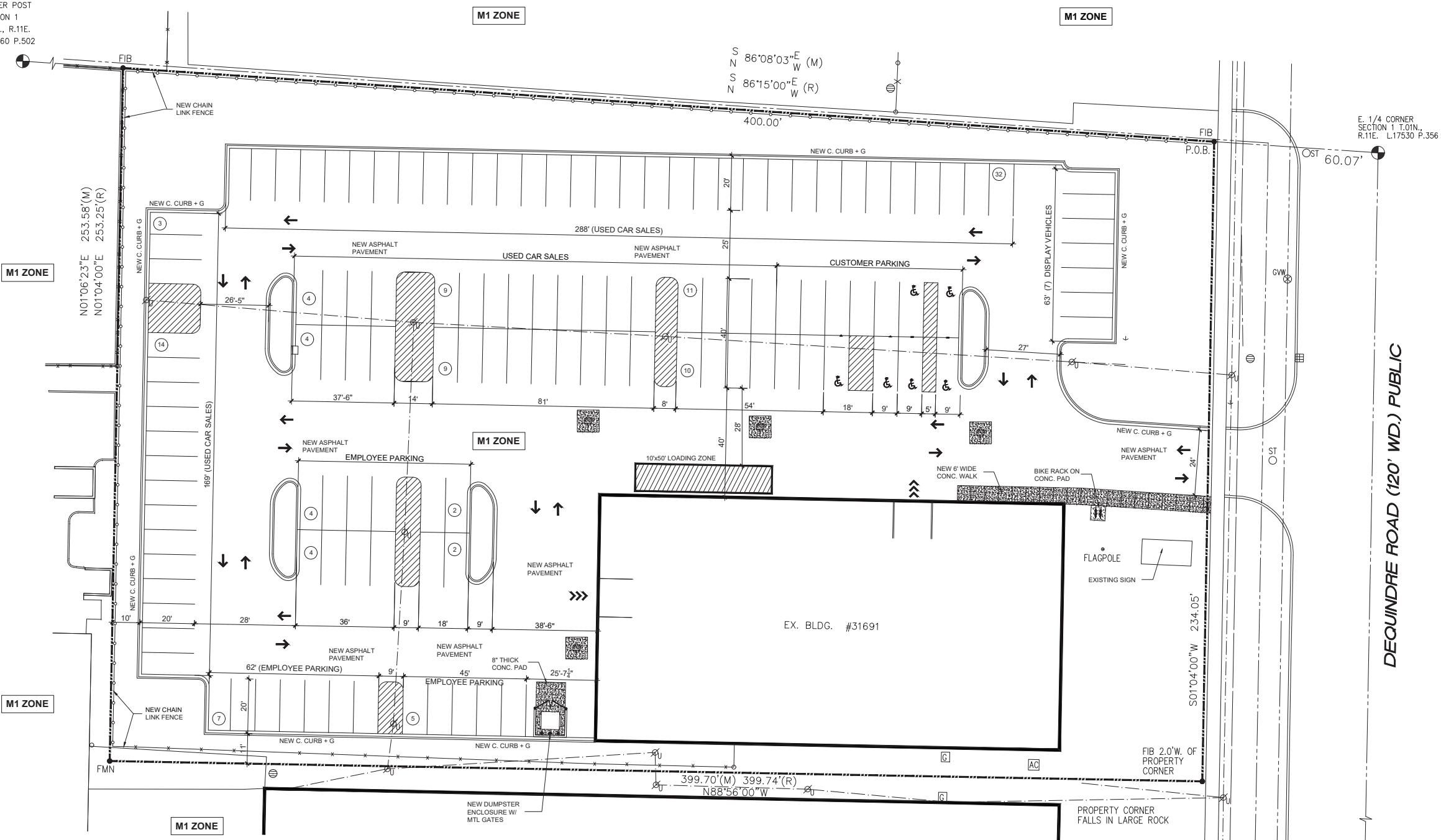


BD & F
GRO Item 2.
BUILDING DESIGN & ENGINEERING
28124 ORCHARDLAKE ROAD (SUITE 102)
FARMINGTON HILLS, MI 48334
TEL: (248) 508-9255
EMAIL: bdandegroup@gmail.com

CLIENT INFORMATION
MADISON AUTOMOTIVE, LLC
OGREEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

CENTER POST
SECTION 1
T.01N., R.11E.
L.55060 P.502



PROPOSED SITE PLAN
SCALE: 1" = 20'

PARCEL ID # 25-01-426-028

LEGAL DESCRIPTION

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SITE & BUILDING DATA

- SECTION 3.17 - LIGHT INDUSTRIAL DISTRICT - M1
- SECTION 7.03 (2) AUTO REPAIR AND SERVICE FACILITY
- ARTICLE 4 - SCHEDULE OF REGULATIONS
- SECTION 4.02 REGULATIONS
- MAXIMUM BUILDING HEIGHT = 40FT
- FRONT YARD SETBACK 50 ft (ALONG DEQUINDRE)
- SIDE YARD SETBACK 20 ft (SOUTH SIDE)
- SIDE YARD SETBACK 20 FT (NORTH SIDE)
- REAR YARD SETBACK 25 ft (WEST SIDE)
- LOT AREA: 97,444 S.F. (2.237 ACRES)
- BUILDING AREA: 15,280 S.F.
- LOT COVERAGE: 15.68%

ARTICLE 10 - PARKING, LOADING, AND ACCESS MANAGEMENT

- SECTION 10.03 MINIMUM OFF-STREET PARKING REQUIREMENTS
- AUTO REPAIR & SERVICE 1 PER 300S.F. UFA + 2 PER SERVICE BAY
- AUTO SALES (NEW & USED)
- PARKING REQUIRED:
 - 15,280 x 0.75 = 11,460 / 300 = 38 SPACES
 - 2 / SERVICE BAY = 13 BAYS x 2 = 26 SPACES
- TOTAL PARKING SPACES REQUIRED = 64 SPACES
- TOTAL PARKING SPACES PROVIDED = 120 SPACES
- 1 ADA VAN ACCESSIBLE
- 5 ADA PARKING SPACES
- 114 STANDARD PARKING SPACES

SECTION 10.09 OFF-STREET LOADING AND UNLOADING:
BUILDING AREA < 20,000 S.F. - 1 LOADING SPACE REQUIRED
LOADING ZONE: 12' x 50' WITH A 16FT HIGH CLEARANCE

SE. CORNER
SECTION 1
T.01N., R.11E.
L.17530 P.358

SUBMITTALS

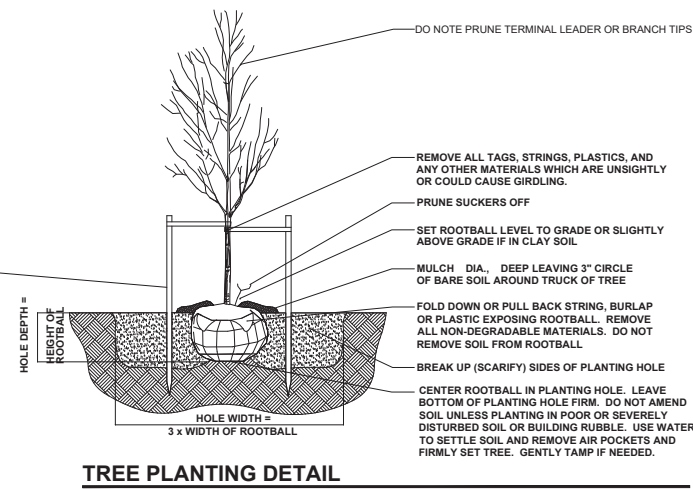
PROJECT #
1008-25

SHEET NO.

SP200

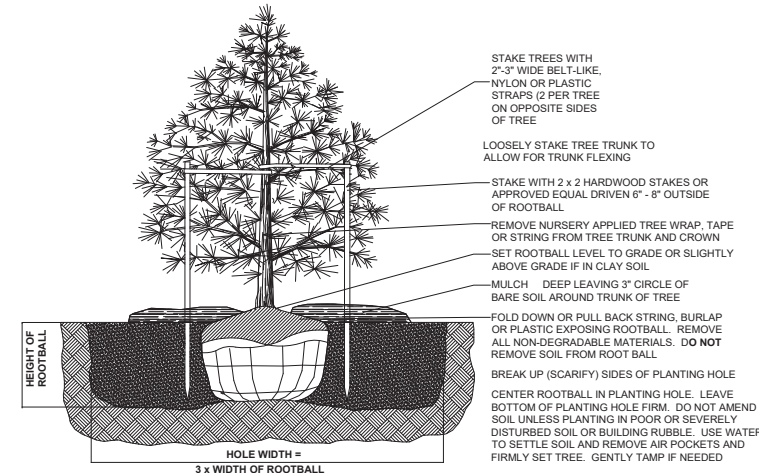
DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS

PLANT SCHEDULE					
DECIDUOUS TREES					
KEY	QTY	BOTANICAL / COMMON NAME	ROOT	SIZE	COMMENT
CA	3	TILIA TOMENTOSA / SILVER LINDEN	B & B	3" CALIPER	8' MIN. BRANCH HEIGHT
AR	3	ACER RUBRUM / RED MAPLE	B & B	3" CALIPER	8' MIN. BRANCH HEIGHT
ORNAMENTAL TREES					
KEY	QTY	BOTANICAL / COMMON NAME	ROOT	SIZE	COMMENT
CC	6	CERCIS CANADENSIS / RED BUD	B & B	2" CALIPER	
CF	14	CORNUS FLORIDA / FLOWERING DOGWOOD	B & B	2" CALIPER	
SHRUBS					
KEY	QTY	BOTANICAL / COMMON NAME	ROOT	SIZE	COMMENT
HA	31	CORNUS SERICEA FLAVIRAMEA / YELLOW TWIG DOGWOOD	B & B	24" HEIGHT	
TN	8	THUJA OCCIDENTALIS 'NIGRA' / DARK GREEN ARBORVITAE	B & B	60" HEIGHT	
SP	30	SPIRAEA JAPONICA 'LITTLE PRINCESS' / LITTLE PRINCESS SPIRAEA	B & B	18" SPREAD	
PERENNIALS AND GROUND COVERS					
KEY	QTY	BOTANICAL / COMMON NAME	ROOT	SIZE	COMMENT
PA	21	PENNISETUM ALOPECUROIDES / FOUNTAIN GRASS	POTTED	2 GALLON	



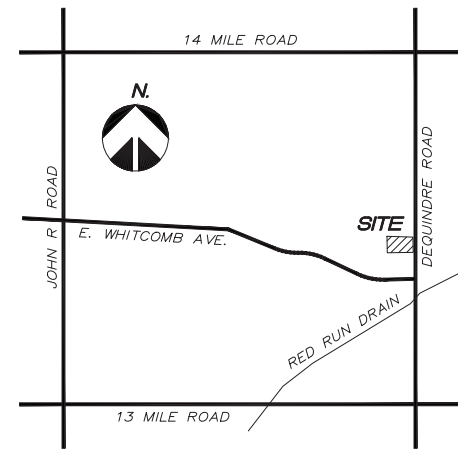
TREE PLANTING DETAIL

NO SCALE



CONIFER PLANTING DETAIL

NO SCALE



PARCEL ID # 25-01-426-028

LEGAL DESCRIPTION

EXHIBIT A

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ARTICLE 11 LANDSCAPING (CALCULATIONS)

- SECTION 11.05 FRONTAGE LANDSCAPING
- DECIDUOUS OR EVERGREEN TREE 1 PER 40 lf of road frontage 234ft-25ft / 40 = 5.23 trees required 6 trees provided
 - ORNAMENTAL TREE 1 PER 100 lf of road frontage 234ft-25ft / 100 = 2.34 trees required 5 trees provided
 - SHRUBS 1 PER 5 lf of road frontage 234ft-25ft / 5 = 41.8 shrubs required 47 shrubs provided

- SECTION 11.06 PARKING LOT LANDSCAPING
- 5 s.f. of landscaping per 1 parking space required
 - 127 parking spaces x 5 s.f. = 635 s.f. of parking lot landscaping required
 - 1440 s.f. of parking lot landscaping provided

- SECTION 11.07 INTERIOR LANDSCAPING
- 5% of impervious area
 - 73,700 s.f. x .05 = 3685 s.f. of interior landscaping required
 - 4311 s.f. of interior landscaping & building foundation landscaping provided

BUILDING DESIGN & ENGINEERING

28124 ORCHARDLAKE ROAD (SUITE 102)
FARMINGTON HILLS, MI 48334
TEL: (248) 508-9255
EMAIL: bdandegroup@gmail.com

CLIENT INFORMATION

MADISON AUTOMOTIVE, LLC
OGREEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

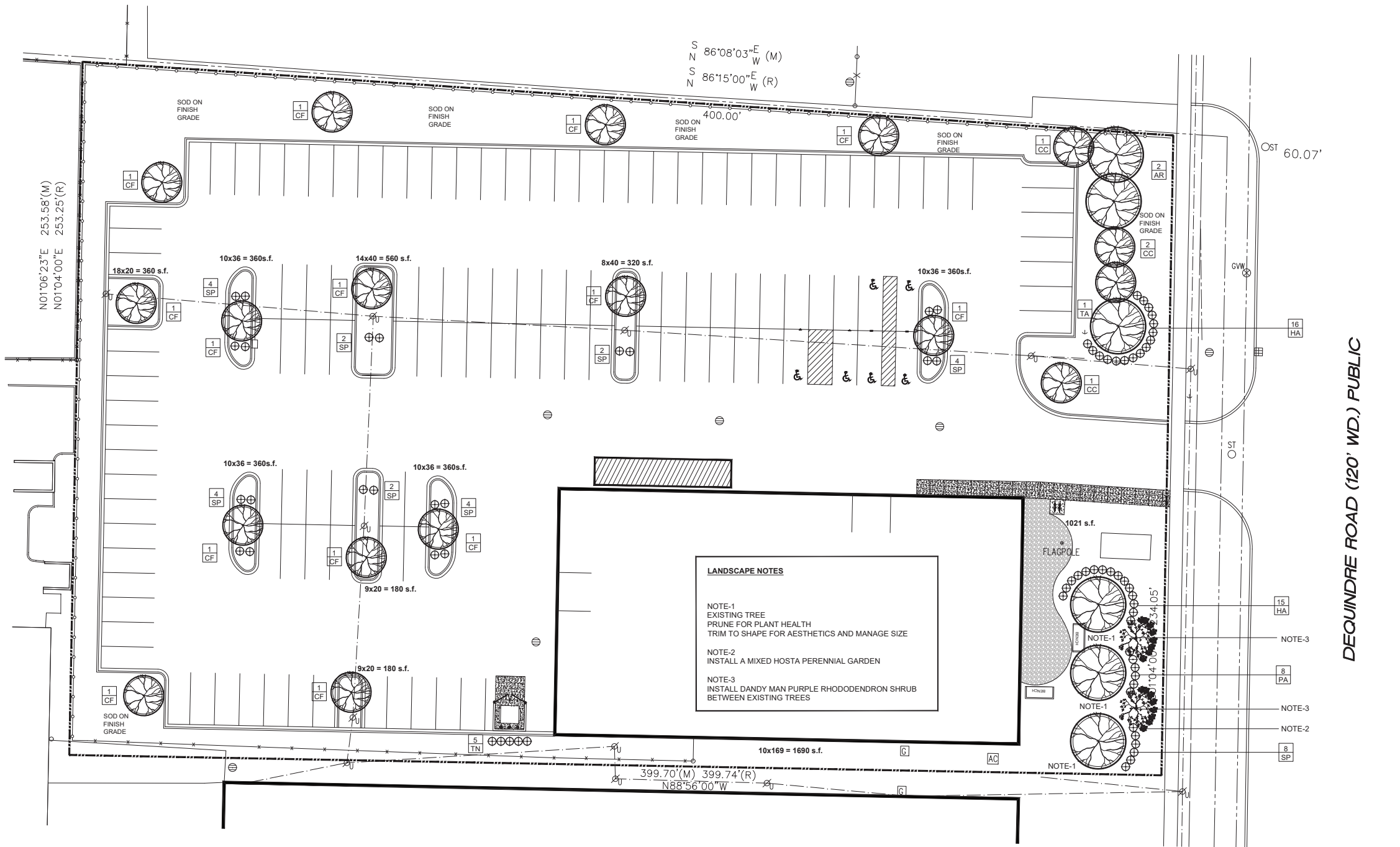
31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

LANDSCAPE PLAN

LANDSCAPE DETAILS

SUBMITTALS

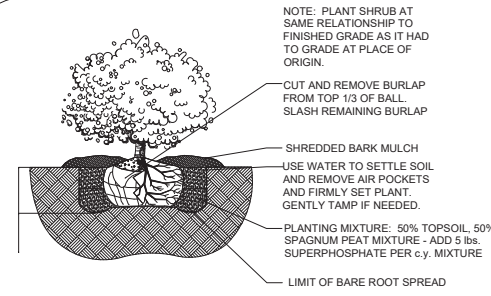


LANDSCAPE NOTES

NOTE-1
EXISTING TREE
PRUNE FOR PLANT HEALTH
TRIM TO SHAPE FOR AESTHETICS AND MANAGE SIZE

NOTE-2
INSTALL A MIXED HOSTA PERENNIAL GARDEN

NOTE-3
INSTALL DANDY MAN PURPLE RHODODENDRON SHRUB BETWEEN EXISTING TREES



SHRUB PLANTING DETAIL

NO SCALE

PROJECT #
1008-25

SHEET NO.

CLIENT INFORMATION

MADISON AUTOMOTIVE, LLC
OGEEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

EXISTING / DEMOLITION
FLOOR PLAN

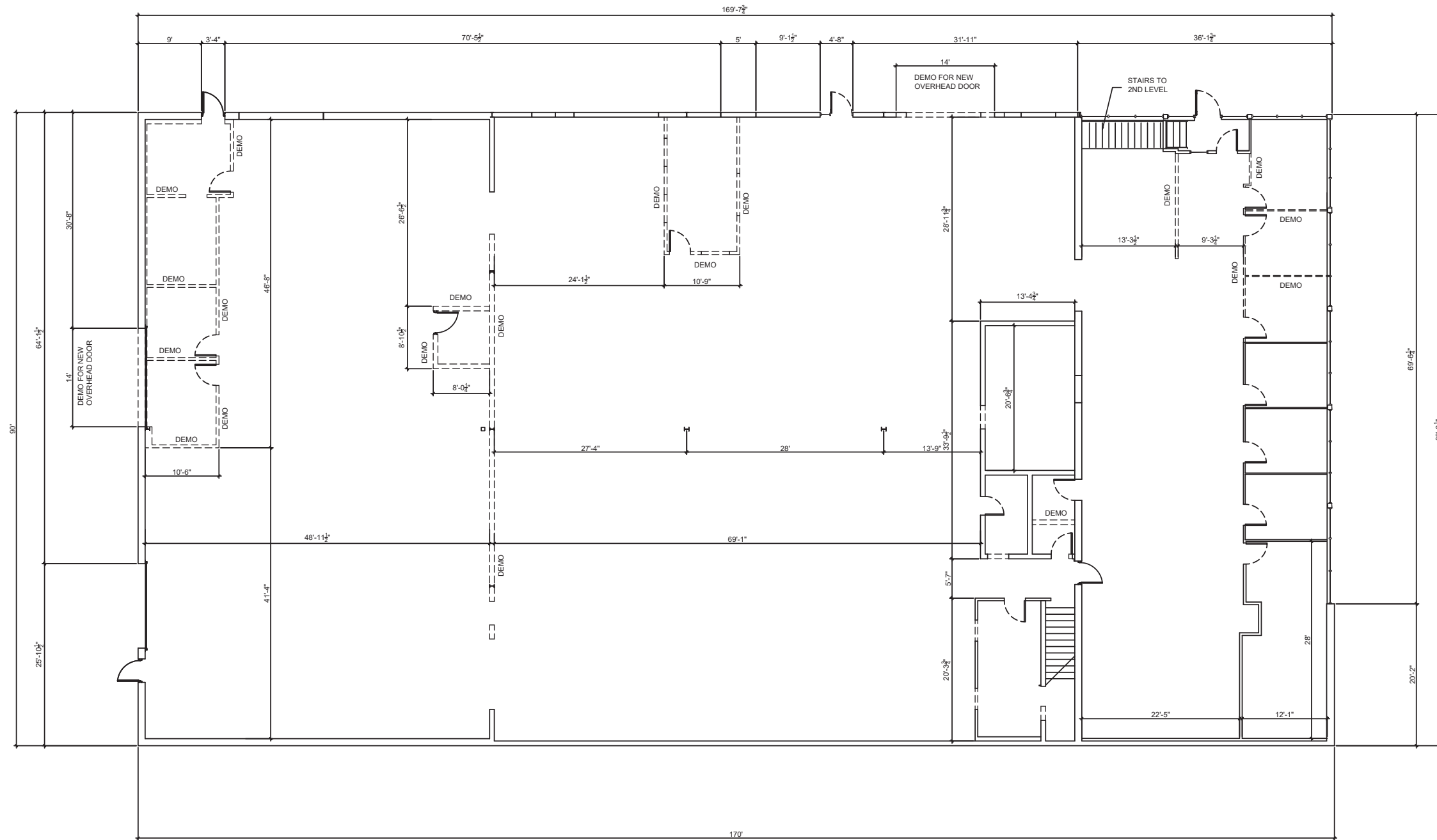
SUBMITTALS

PROJECT #
1008-25

SHEET NO.

A100

DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS



EXISTING FLOOR PLAN
SCALE: 3/8" = 1'

CLIENT INFORMATION

MADISON AUTOMOTIVE, LLC
OGEEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

PROPOSED FLOOR PLAN

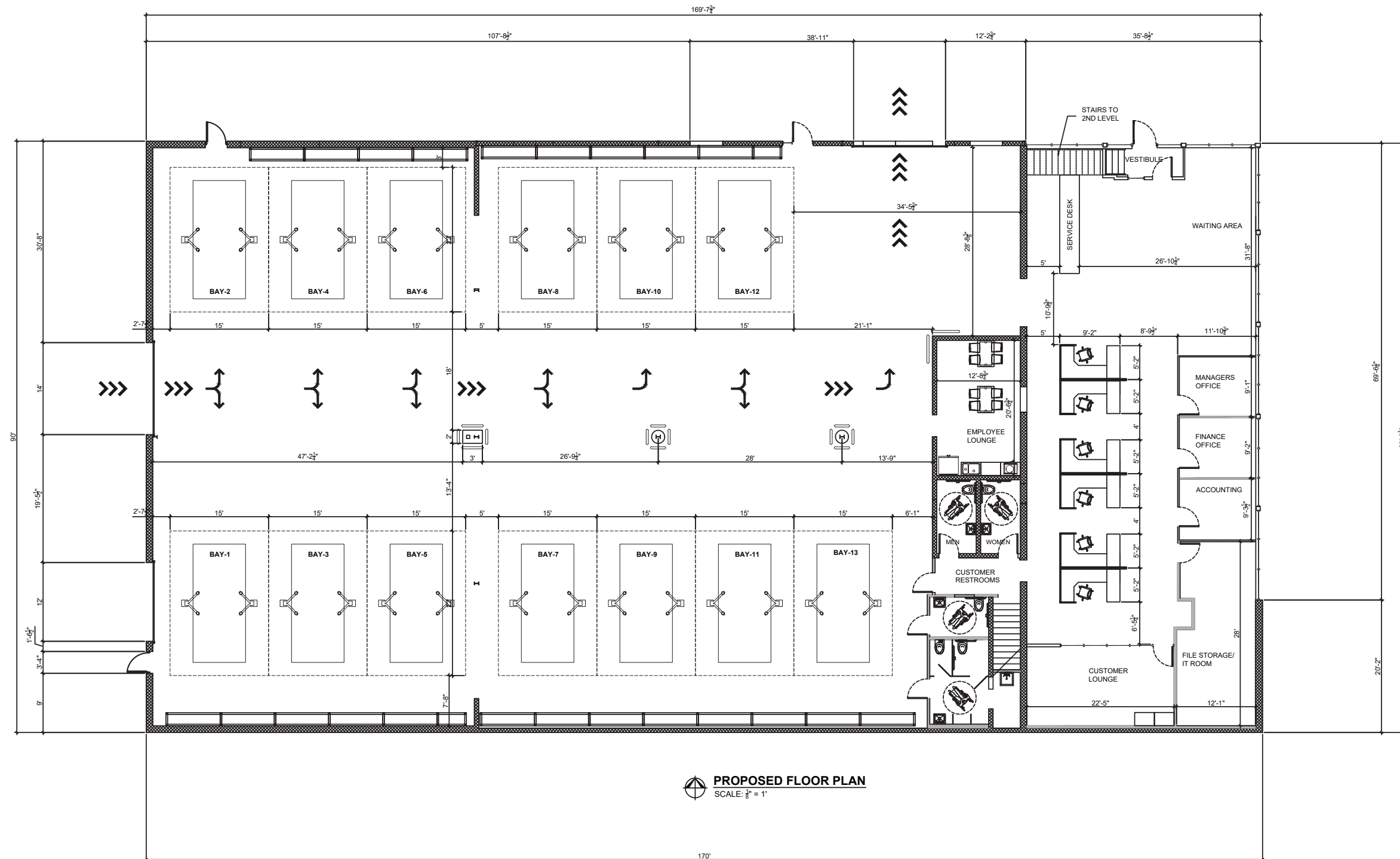
SUBMITTALS

PROJECT #
1008-25

SHEET NO.

A101

DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS



PROPOSED FLOOR PLAN
SCALE: 1/8" = 1'

CLIENT INFORMATION

MADISON AUTOMOTIVE, LLC
OGEEN KADA

1642 TRACEKY DR.
ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

EXISTING ELEVATIONS

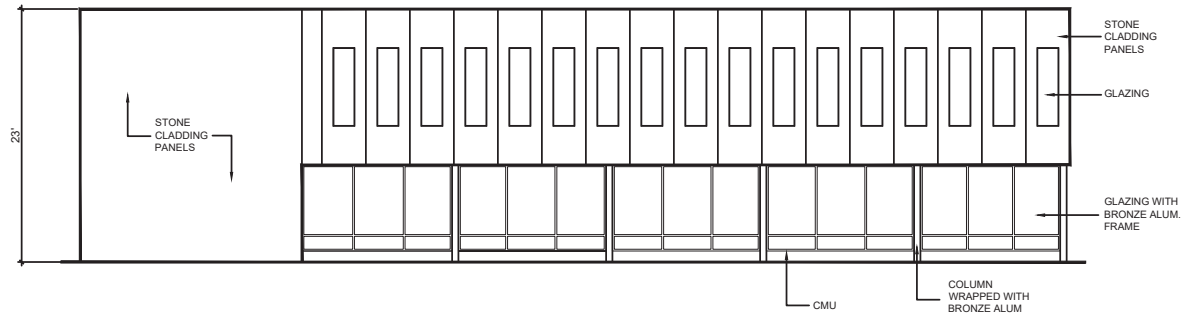
SUBMITTALS

PROJECT #
1008-25

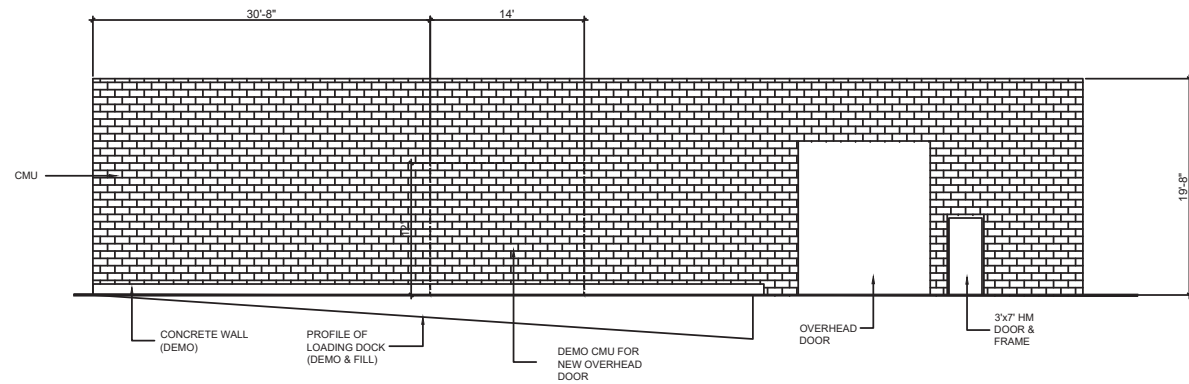
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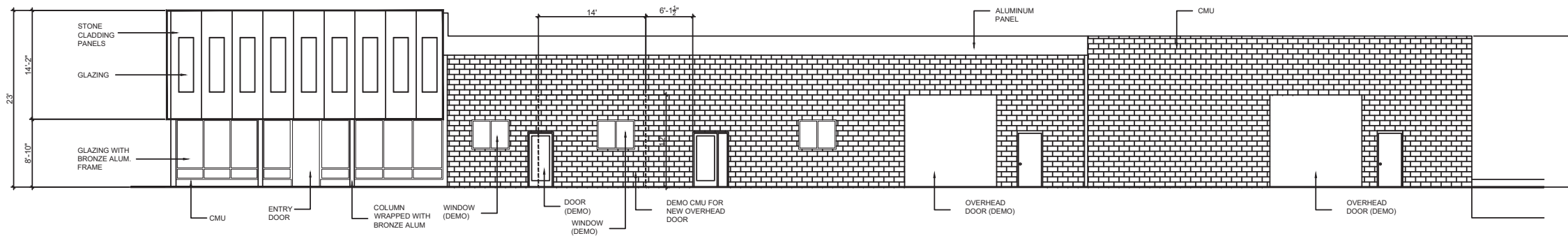
DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS



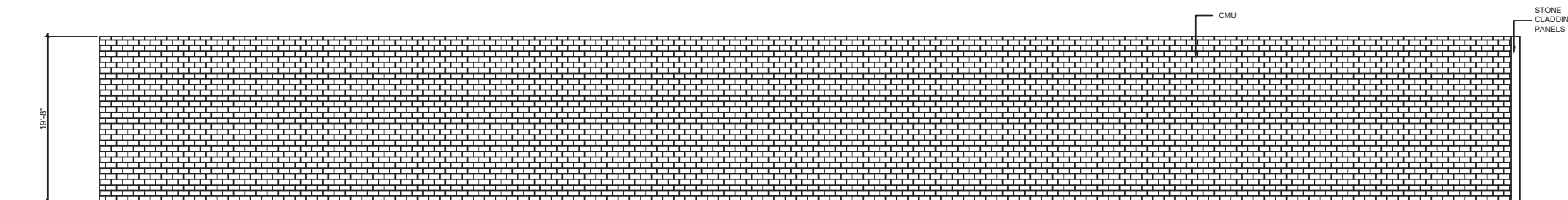
EXISTING EAST ELEVATION
SCALE: 1/8" = 1'



EXISTING WEST ELEVATION
SCALE: 1/8" = 1'



EXISTING NORTH ELEVATION
SCALE: 1/8" = 1'



EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'

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ROCHESTER HILLS, MI, 48306

PROJECT INFORMATION

MADISON AUTOTMOTIVE
USED CAR SALES
AUTO REPAIR SERVICE

31691 DEQUINDRE
MADISON HEIGHTS, MI.

SHEET TITLE

PROPOSED ELEVATIONS

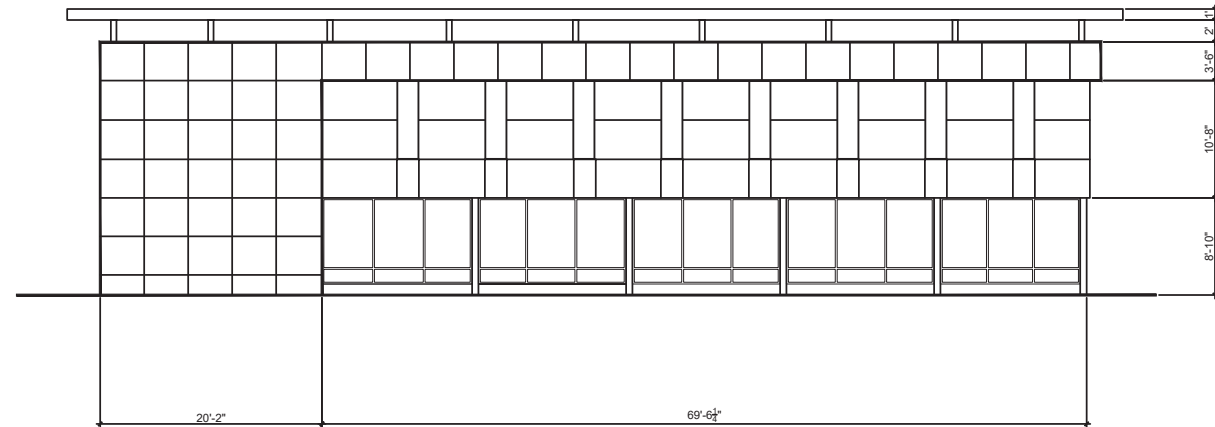
SUBMITTALS

PROJECT #
1008-25

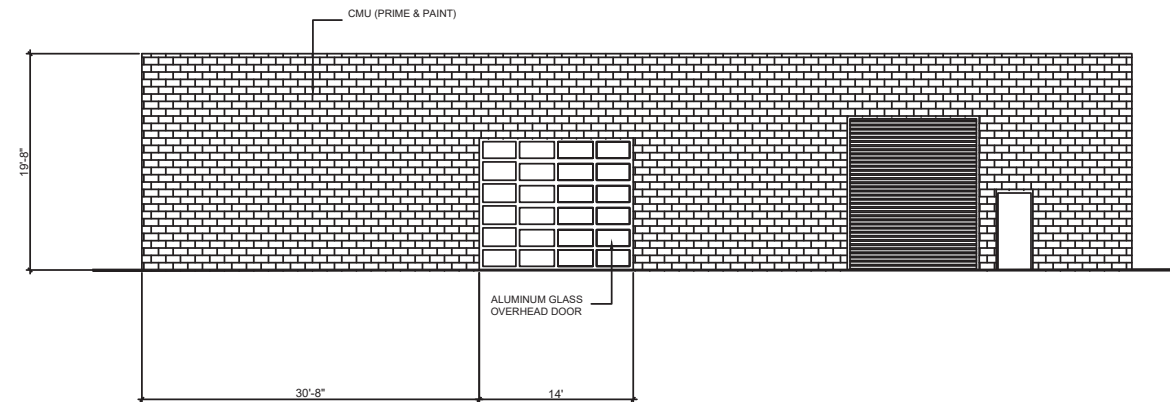
SHEET NO.

A201

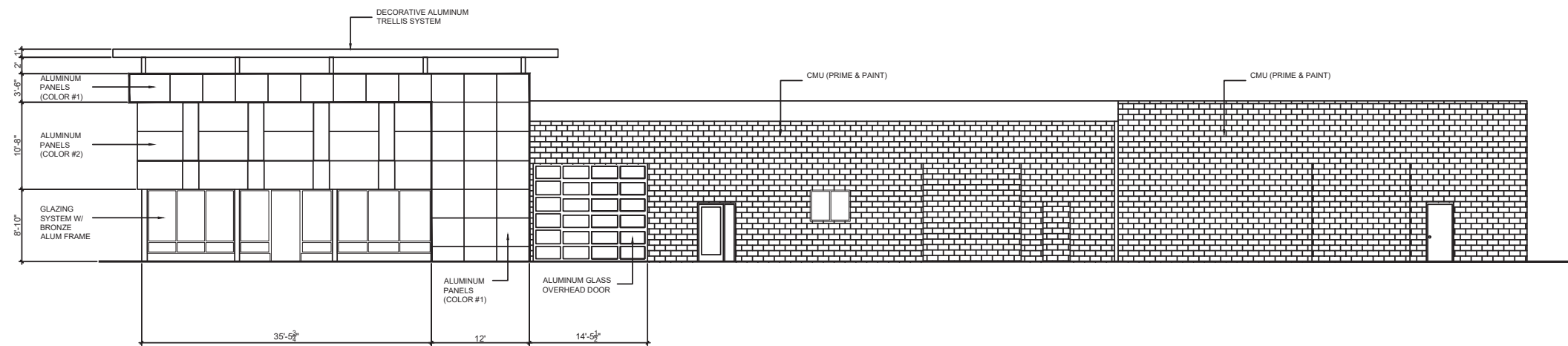
DO NOT SCALE DRAWINGS
USE FIGURED DIMENSIONS



PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'



PROPOSED WEST ELEVATION
SCALE: 1/8" = 1'



PROPOSED NORTH ELEVATION
SCALE: 1/8" = 1'

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.

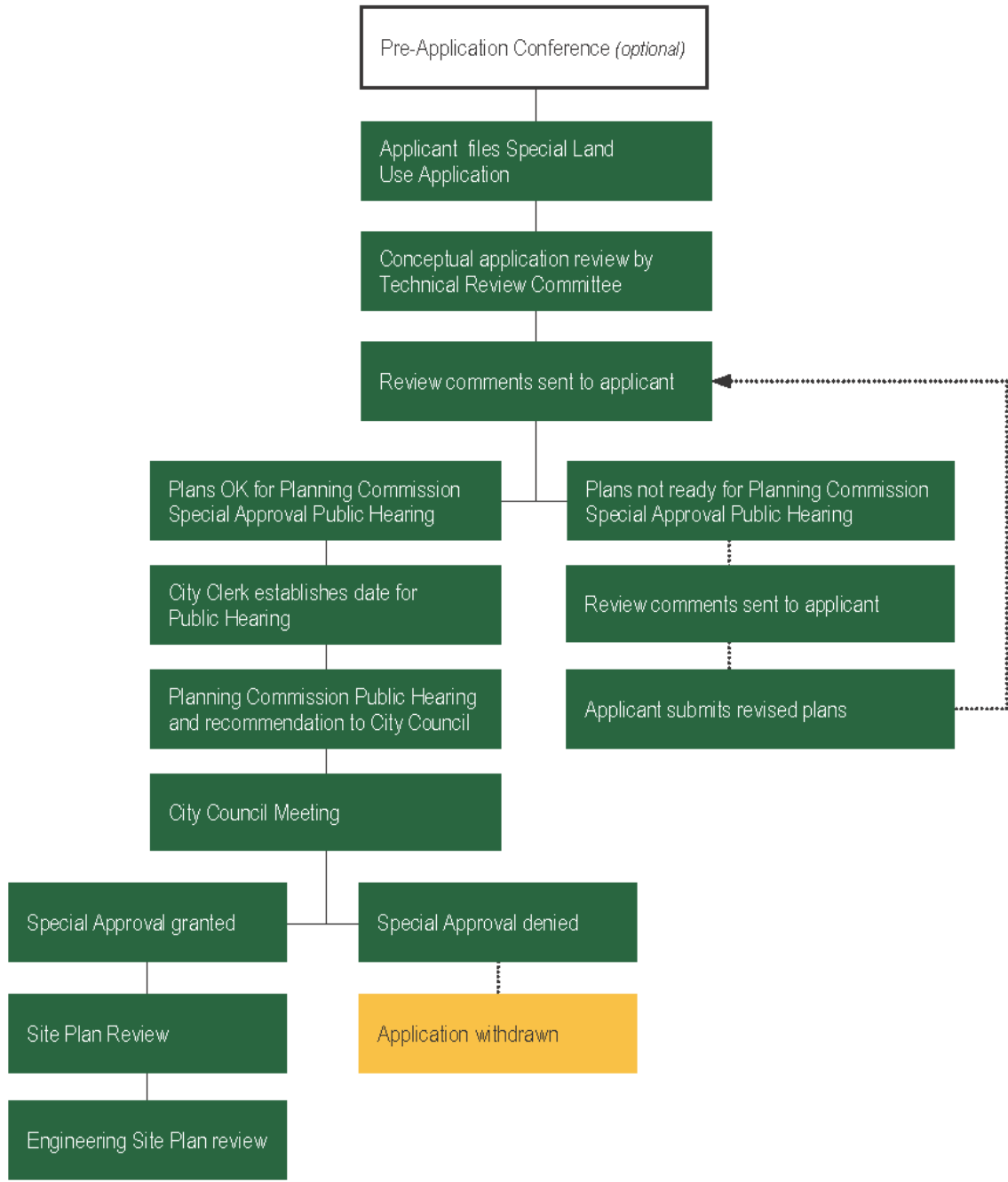
- E. The guarantee or portion thereof, shall be promptly released upon the inspection and approval of all improvements in compliance with the approved final site plan or conditional use permit and all applicable city standards and specifications. Portions of the guarantee may be released, in not more 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

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Planning Commission for the City of Madison Heights will hold a public hearing on **Tuesday, March 11, 2025 at 5:30 p.m. in the City Council Chambers of the Municipal Building at 300 W. 13th Avenue, Madison Heights, Michigan 48071** to consider the following **Special Land Use** requests:

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Item 2.

Case # PSP 25-01 – 31691 Dequindre Road

The applicant, Ogeen Kada, on behalf of 31691 Dequindre, LLC, property owner, requests Special Land Use approval per the procedures set forth in Section 15.05 of the Madison Heights Zoning Ordinance to operate a Major Auto Repair and Service business at 31691 Dequindre Road (PIN 44-25-01-426-028). The property is approximately 2.24 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.madison-heights.org in the Agenda Center.

If you are unable to attend the meeting, you can send your comments via email to: MattLonnerstater@madison-heights.org 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



MEMORANDUM

Date: March 29th, 2025
 To: City of Madison Heights Planning Commission
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Temporary Use Request PTMPU 25-02 – 27591 Dequindre Road – Sand Staging

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 7

Introduction

The applicant and property owner, Whitehill Six, LLC, on behalf of Crown Contracting & Industrial, requests Temporary Use approval from the Planning Commission in accordance with Sections **7.03.43** and **15.08** of the Madison Heights Zoning Ordinance to operate a temporary sand staging and storage yard associated with the ongoing I-696 renovation project. The subject property, 27591 Dequindre Road, is located on the west side of Dequindre, north of 11 Mile Road, and is zoned O-1, Office; tax parcel 44-25-13-426-011.

Temporary sand staging and material storage is not explicitly listed as a permitted Temporary Use under Section 7.03.43. However, per subsection B, applicants seeking approval of a Temporary Use that is not specifically permitted in the Ordinance may submit for approval through the Planning Commission, provided that the use complies with other relevant development and operational standards as provided in the Zoning Ordinance.

Project Details, Site Information and Site History

The applicant and property owner requests Temporary Use approval to lease a portion of their property to Crown Contracting & Industrial for the staging and storage of sand which will be removed from the roadbed of I-696 as part of the ongoing reconstruction project. The property is approximately 3.6 acres in area and is currently vacant, but was previously developed with a landscaping business and storage yard known as “Green Carpet Sod Landscaping.” Per city records and aerial imagery, the office building, accessory buildings, and associated outdoor storage area related to this previous business were demolished in 2016. The parking lot on the east side of the property remains but is in disrepair.

See images on the following page for comparisons with historical imagery.

Streetview – 2023 (Top) and 2012 (Bottom)



Aerial Imagery – 2023 (Top) and 2015 (Bottom)



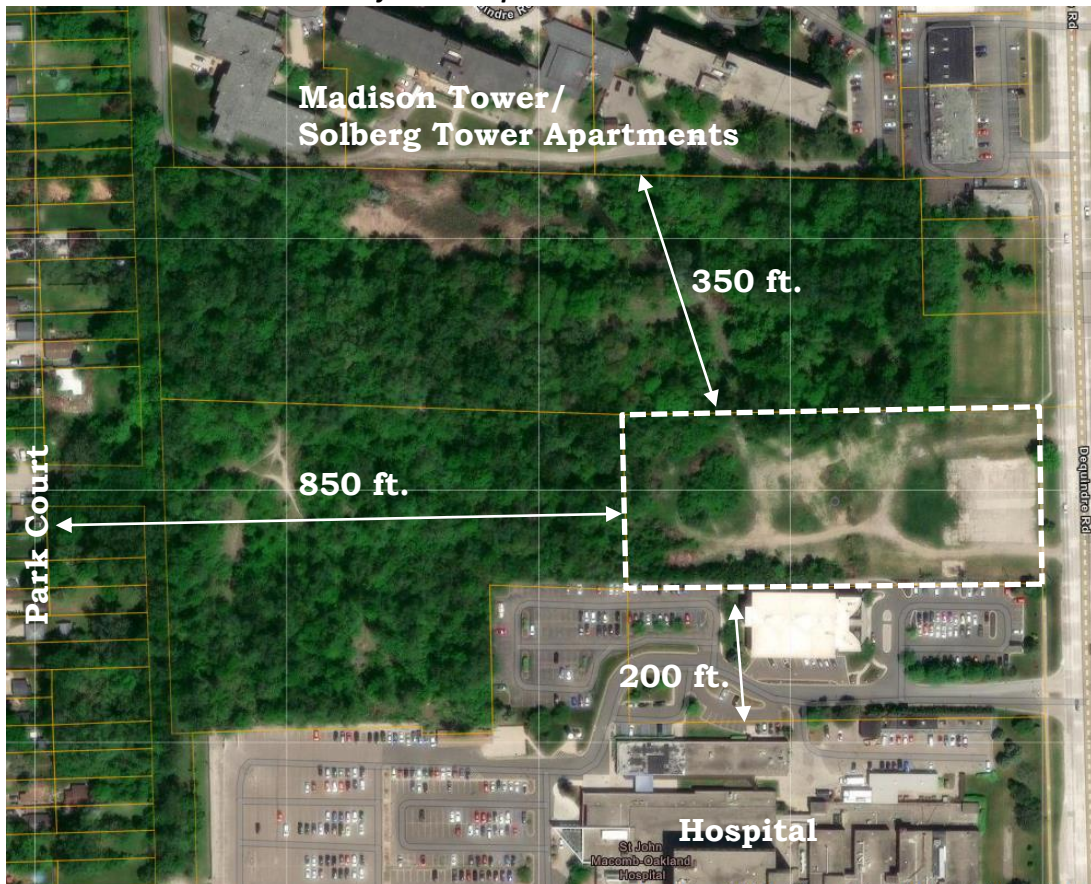
A summary of project details, as stated by the applicant, is provided below. Additional information is provided in the project narrative.

- No materials other than sand and small amounts of gravel are to be stored on site.
- The material storage location is proposed in a 40,000 square foot area at the rear of the site.
- The height of the sand will be a maximum of approximately twenty (20) feet.
- A temporary modular office will be placed on site near the sand storage area; no permanent structures are to be constructed.
- Trucks and vehicles will utilize the existing curb cut and gravel driveway on the south end of the property to access the rear of the site.
- Trucks, vehicles and equipment will be parked at the rear of the site near the office; no construction vehicles will be parked on the concrete pad at the front of the property.
- Vegetation along the south side of the property will be maintained. An 8-foot tall chain link fence with mesh fabric will be installed between the staging area and Dequindre Road.
- Lease terms will match the schedule for the I-696 project; approximately two (2) years.
- Operations will be intermittent. Trucks will likely not arrive before 7 am or after 5 pm.

Adjacent Properties

The subject property is located directly to the north of a medical office building and is approximately 200 feet from the Henry Ford Madison Heights Hospital (formerly Ascension Macomb-Oakland Hospital). Property to the west and north is vacant and wooded. The site is approximately 850 feet from the single-family residences on Park Court to the west and 350 feet from the Solberg Tower Apartments and Madison Tower Apartments to the north.

Adjacent Properties and Distances



Temporary Use Standards

Section 7.03.43.D contains standards applicable to all Temporary Uses, listed below:

- (1) No temporary use shall be established or conducted as to cause a threat to the public health, safety, comfort, convenience, and general welfare, either on or off the premises.
- (2) Temporary uses shall be set back a minimum of twenty-five (25) feet from abutting residentially-zoned parcels or residential uses, with the exception of existing mixed-use buildings.
- (3) Temporary use applicants shall either be the property owner or, if not the property owner, present a signed letter of authorization from the property owner agreeing to such temporary use.
- (4) Temporary uses shall not obstruct required fire lanes, access to buildings or utility equipment, clear vision triangles, ADA spaces or aisles, or egress from buildings on the or on adjoining property.
- (5) Temporary uses shall provide adequate parking area and improvements adequate to accommodate anticipated vehicular traffic. Safe pedestrian accessibility shall be provided between parking areas and the temporary use, with a separation between vehicular and pedestrian traffic areas.
- (6) Temporary uses shall be conducted completely within the lot on which the principal use is located, unless the City authorizes the use of City-owned property or right-of-way.
- (7) During the operation of the temporary use, the lot on which it is located shall be maintained in an orderly manner, shall be kept free of litter, debris, and other waste material, and all storage and display of goods shall be maintained within the designated area.
- (8) Signs for temporary uses shall be permitted only in accordance with Article 12, Signs.
- (9) Temporary uses shall comply with all requirements of the Fire Prevention Code and other applicable codes and regulations.

The approving authority (in this case, the Planning Commission) may impose conditions which it finds necessary for the protection and preservation of property rights and values of adjacent properties. Per Section 15.08.5, conditions shall be:

- A. Designed to protect natural resources, the health, safety, and welfare and social and economic well-being of the public; and
- B. Necessary to meet the intent and purpose of this Ordinance, related to the standards established in the section for the land use or activity under consideration and necessary to ensure compliance with those standards.

Staff Analysis and Concept Plan Review

The applicant is requesting approval of a Temporary Use (sand storage/staging) that is not explicitly listed in the Zoning Ordinance. Additionally, staff notes that the proposed Temporary Use is not generally consistent with the intent of, nor the land uses permitted in, the O-1, Office Zoning District, especially those existing medical-related uses directly to the south. However, based on historic aerial imagery, the property appears to have been used for landscaping supply and storage since at least the 1960s; this use only ceased in 2016 when the office and storage areas were demolished.

The Technical Review Committee (TRC) has reviewed the proposal. Staff and TRC concerns relating to the proposed temporary use primarily relate to vehicular access and circulation, sedimentation control, and visual impacts.

Vehicular Access and Circulation

Per the project narrative, trucks and vehicles will utilize the existing curb cut and gravel driveway at the south end of the property. Dequindre Road is under the jurisdiction of the Macomb County Department of Roads (MCDR). Staff has had initial discussions with MCDR regarding this project to inquire about permitting requirements. Per these discussions, it appears that a right-of-way permit will be required through MCDR. Additionally, MCDR will require the gravel curb cut to be replaced with a 30-foot-wide paved commercial approach and will require a cash guarantee deposit. As a condition of approval, MCDR has requested that an industrial vacuum truck be placed on site to remove sediment from the approach.

Sedimentation Control

The subject site is under the jurisdiction of the Oakland County Water Resources Commissioner (WRC). As such, a Soil Erosion and Sedimentation Control (SESC) permit may be required through WRC. Staff is awaiting a response from WRC regarding permitting requirements or exemptions.

Per the project narrative, the applicant states that industry standard practices will be followed for dust control, including wetting the sand, applying water to the driveway, and ceasing operations in the event of high winds.

Visual Impacts

As with most outdoor storage uses, staff has concerns about the visibility of the use from both the adjacent street and adjacent properties. While the site is adequately screened and buffered from the residential uses to the north and west by thick vegetation, the site directly abuts a medical office to the south. Staff has asked that the applicant maintain the existing line of trees located on the south side of the site to screen the sand staging uses from the adjacent office building.

While the sand staging area is set back approximately 300 feet from Dequindre Road, staff has asked the applicant to provide a screening fence between the staging/parking area and the right-of-way. An 8 ft.-tall chain link fence with mesh screening is proposed.

Per the project narrative, security lighting will be placed on site. Lighting levels shall comply with Zoning Ordinance standards.

Suggested Conditions

Should the Planning Commission move to approve the temporary use for a temporary sand staging area, staff suggests that the following conditions be incorporated as conditions of approval to protect natural resources, the health, safety, and welfare and social and economic well-being of the public.

1. Outdoor storage and staging of sand and gravel, and the placement of temporary office buildings and parking, shall be restricted to the areas shown on the sketch plan provided by the applicant as part of this application.
2. No permanent buildings or structures, defined as those with a permanent foundation, shall be permitted on site related to this Temporary Use.
3. Existing landscaping shall be preserved and maintained along the southern property line to screen the temporary use from the medical office building to the south.

4. A minimum eight (8) foot-tall fence or wall shall be installed between the staging, parking, and office areas and the Dequindre Road right-of-way. The fence or wall shall be opaque and shall be anchored to the ground. Fabric mesh or wood inserts may be utilized for screening purposes.
5. The existing parking lot located on the east side of the site, which is in disrepair, shall not be used as part of the operation of the Temporary Use.
6. Details of proposed security lighting shall be provided to the Community & Economic Development Department. Lighting levels shall comply with Section 8.04 of the Zoning Ordinance – *Exterior Lighting*.
7. Trucks shall not arrive or operate on site prior to 6 a.m. nor after 10 p.m.
8. The applicant shall obtain all necessary permits from the Macomb County Department of Roads (MCDR). If driveway improvements are required by MCDR, additional permits, including concrete permits, may be required through Madison Heights Community & Economic Development Department. Approved external permits shall be forwarded to the Madison Heights Community & Economic Development Department prior to commencing operation of the Temporary Use.
9. As requested by Macomb County Department of Roads (MCDR), an industrial vacuum truck shall be placed on site for sediment removal.
10. The applicant shall obtain all necessary permits from the Oakland County Water Resource Commissioner (WRC), including Soil Erosion and Sedimentation Control permits. Approved external permits or waivers shall be forwarded to the Madison Heights Community & Economic Development Department prior to commencing operation of the Temporary Use.
11. This Temporary Use approval shall only be valid for a period of two years from the date of Planning Commission approval. One (1) 12-month extension may be granted by the Technical Review Committee, upon review, if all other conditions continue to be met. Any extension of this time frame beyond 36 months from the date of Planning Commission approval, or any significant departure from the operations and conditions initially approved, shall require new approval from the Planning Commission.
12. All site improvements made to accommodate this Temporary Use, and all materials, vehicles, equipment, and temporary buildings associated with this Temporary Use, shall be removed upon completion of the operation.
13. Prior to the commencement of the Temporary Use, a site plan guarantee bond shall be deposited with the City of Madison Heights in accordance with Section 15.04.7 of the Zoning Ordinance.

Next Step

After discussion, the Planning Commission may take action on the requested Temporary Use in the form of a motion. Any motion shall include findings based upon the Temporary Use approval standards 7.03.43. The Planning Commission may postpone action on a Temporary Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues. **A template motion of approval is provided on the following page.**

Attachments

- **Temporary Land Use Application – PTMPU 25-02**
- **Project Narrative and Concept Plan**
- **Associated Maps**
- **Section 7.03.43– Temporary Land Uses**
- **Section 15.08 – Temporary Use Permits**

Template Motion, Findings and Conditions

Staff offers the following motion of approval, findings and conditions as a suggested template and guide for the Planning Commission's consideration. The Planning Commission may provide additional detailed findings and/or conditions, as needed, to substantiate any motion for approval or denial. A motion for denial may follow this same outline.

MOTION BY _____, SECONDED BY _____, THAT THE PLANNING COMMISSION HEREBY **APPROVES** TEMPORARY LAND USE REQUEST NUMBER PTMPU 25-02 FOR TEMPORARY SAND STAGING AND STORAGE AT 27591 DEQUINDRE ROAD BASED UPON THE FOLLOWING FINDINGS:

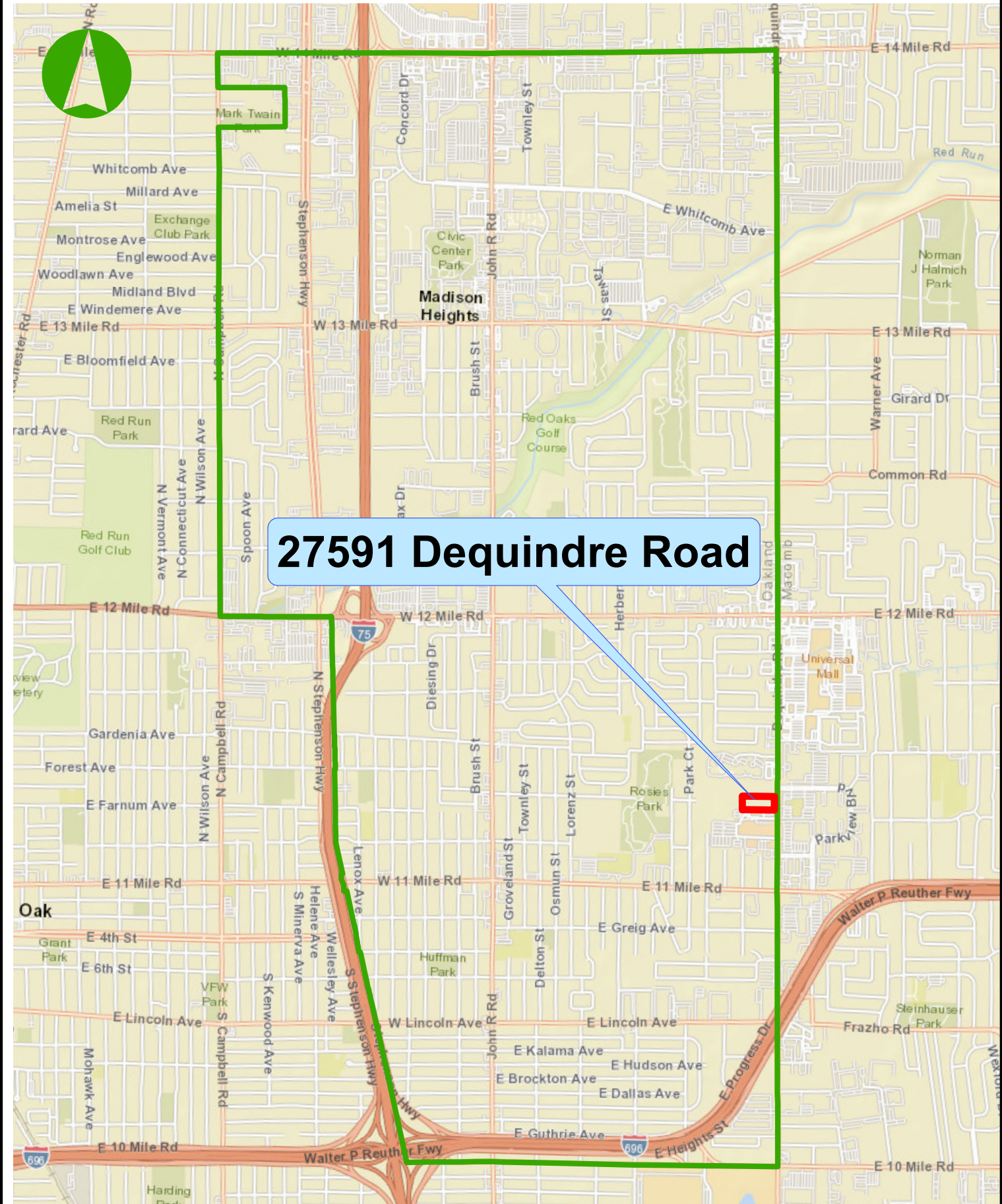
1. In accordance with Section 7.03.43 and Section 15.08 of the Zoning Ordinance, the applicant requests Temporary Land Use approval for the temporary staging and storage of sand, gravel, and associated aggregates removed from I-696 as part of the ongoing reconstruction project.
2. Temporary material storage is not explicitly listed as a permitted Temporary Use in the Zoning Ordinance. Per Section 15.08.4, the Planning Commission may consider temporary uses not specifically permitted nor deemed similar by the Planning and Zoning Administrator, provided that the use complies with all other relevant development and operational standards for the use as provided in the Zoning Ordinance.
3. The proposed sand staging and storage use generally complies with the use-specific standards applicable to all Temporary Uses as contained in Section 7.03.43. of the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS**

1. Outdoor storage and staging of sand and gravel, and the placement of temporary office buildings and parking, shall be restricted to the areas shown on the sketch plan provided by the applicant as part of this application.
2. No permanent buildings or structures, defined as those with a permanent foundation, shall be permitted on site related to this Temporary Use.
3. Existing landscaping shall be preserved and maintained along the southern property line to screen the temporary use from the medical office building to the south.
4. A minimum eight (8) foot-tall fence or wall shall be installed between the staging, parking, and office areas and the Dequindre Road right-of-way. The fence or wall shall be opaque and shall be anchored to the ground. Fabric mesh or wood inserts may be utilized for screening purposes.
5. The existing parking lot located on the east side of the site, which is in disrepair, shall not be used as part of the operation of the Temporary Use.
6. Details of proposed security lighting shall be provided to the Community & Economic Development Department. Lighting levels shall comply with Section 8.04 of the Zoning Ordinance – *Exterior Lighting*.
7. Trucks shall not arrive or operate on site prior to 6 a.m. nor after 10 p.m.
8. The applicant shall obtain all necessary permits from the Macomb County Department of Roads (MCDR). If driveway improvements are required by MCDR, additional permits, including concrete permits, may be required through Madison Heights Community & Economic Development Department. Approved external permits shall be forwarded to the Madison Heights Community & Economic Development Department prior to commencing operation of the Temporary Use.

9. As requested by Macomb County Department of Roads (MCDR), an industrial vacuum truck shall be placed on site for sediment removal.
10. The applicant shall obtain all necessary permits from the Oakland County Water Resource Commissioner (WRC), including Soil Erosion and Sedimentation Control permits. Approved external permits or waivers shall be forwarded to the Madison Heights Community & Economic Development Department prior to commencing operation of the Temporary Use.
11. This Temporary Use approval shall only be valid for a period of two years from the date of Planning Commission approval. One (1) 12-month extension may be granted by the Technical Review Committee, upon review, if all other conditions continue to be met. Any extension of this time frame beyond 36 months from the date of Planning Commission approval, or any significant departure from the operations and conditions initially approved, shall require new approval from the Planning Commission.
12. All site improvements made to accommodate this Temporary Use, and all materials, vehicles, equipment, and temporary buildings associated with this Temporary Use, shall be removed upon completion of the operation.
13. Prior to the commencement of the Temporary Use, a site plan guarantee bond shall be deposited with the City of Madison Heights in accordance with Section 15.04.7 of the Zoning Ordinance.

Site Address: 27591 Dequindre Road



Site Address: 27591 Dequindre Road



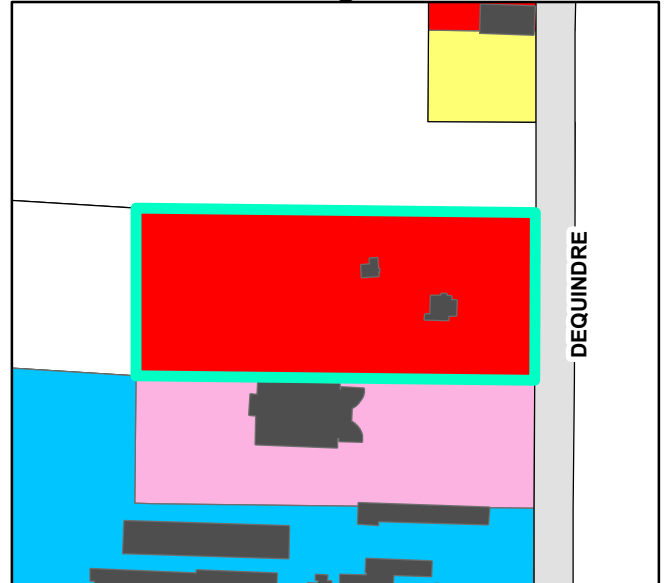
[Click for maps](#)








Aerial



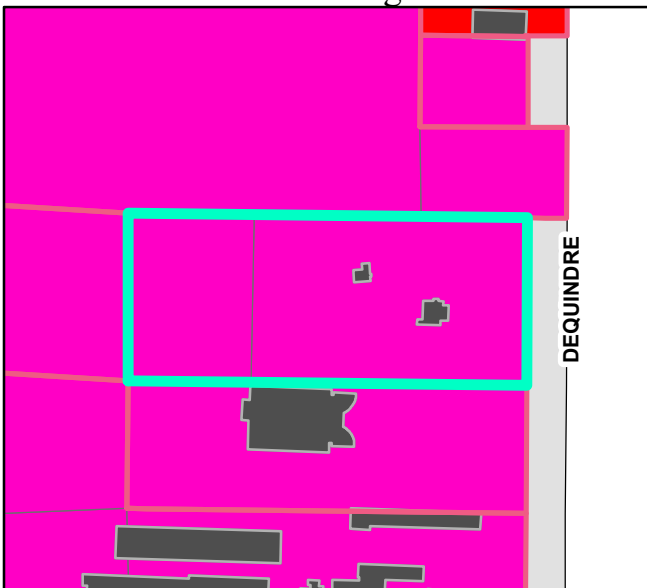
 27591 Dequindre Road  Parcels



Existing Land Use



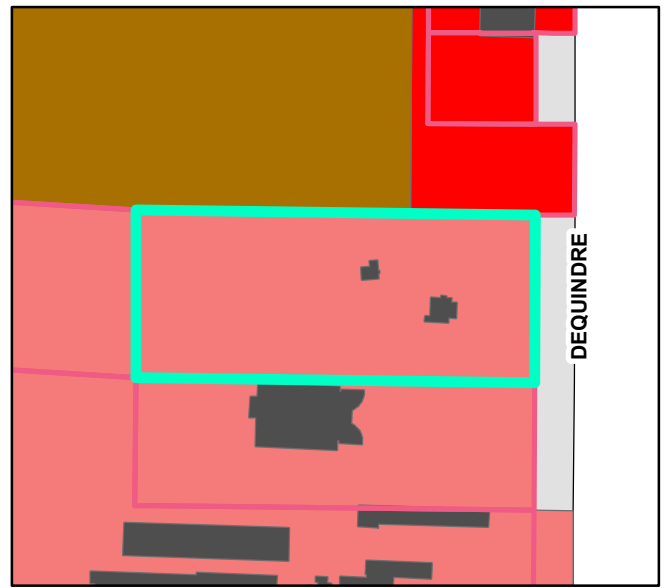
 27591 Dequindre Rd	 Commercial
 Buildings	 Industrial
 Office	 Quasi-public
 Single and Two Family	






Zoning



 27591 Dequindre Rd	
 Parcels	
 O-1 Office	

Future Land Use



 27591 Dequindre Rd	 Office
 Commercial	 Parcels
 Multiple Family	



CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
TEMPORARY USE APPLICATION

I. APPLICANT INFORMATION

Applicant Whitehill Six, LLC
Address 3351 Oakley Park / Suite 100
City Commerce Twp. State MI ZIP 48390
Interest in Property (owner, tenant, option, etc.) Owner
Contact Person Donn Ulmer
Telephone Number (248) 521-6250 Email Address dulmer@whitehillco.com

II. PROPERTY INFORMATION

Property Address 27591 Dequindre Rd. (Old Green Carpet Sod)
Tax ID 44-25-13-426-011 Zoning District _____
Owner Name (if different than applicant) _____
Address _____
City _____ State _____ Zip _____
Telephone Number _____ Email Address _____

III. TEMPORARY USE INFORMATION

Type of Temporary Use Temporary Outdoor Display/Sales Special Event
 Seasonal Sales Lot Other Staging Area

Explanation of Proposed Temporary Use Use an area approximately 100 yards by 100 yards on the west end of the property for staging of sand being reclaimed from the I-696 Project.

Dates of Operation Approximately 4/1/2025 to 4/1/2027
Hours of Operation Intermittent Use - Weekdays / 7am to 5pm - Occasional Saturdays

TEMPORARY USE APPLICATION

Additional Submittal Requirements:

- A detailed description of the temporary use, including anticipated dates and hours of operation, employees, anticipated visitor numbers, etc.
- Letter of authorization from all property owners authorizing agent to act as applicant, where applicable.
- A sketch plan (to scale) containing all required information contained in Section 15.08 of Zoning Ordinance.

IV. APPLICANT CERTIFICATION

I (we) the undersigned do hereby apply to the City of Madison Heights for review and approval of the above-described Temporary 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 Donn Ulmer Signature  Date 2/28/25

V. 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 _____ Signature _____ Date _____

Notary for Property Owner:

Notary Stamp

Subscribed and sworn before me, this __ day of _____, 20__.
A Notary Public in and for _____ County, Michigan.
Notary Name (Print): _____
Notary Signature: _____
My Commission Expires: _____

STAFF USE ONLY
[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE \$ _____
TEMPORARY USE PERMIT # _____
DATE APPLICATION RECEIVED: _____
RECEIVED BY: _____

March 27, 2025

Temporary Use Application – Additional Information.

Applicant: Whitehill Six, LLC

The Temporary Use Application is for an area of the old Green Carpet Sod Landscaping Business which was used for screening and storage of topsoil.

Whitehill Six, LLC has been approached by Mitch Resetar of Crown Contracting & Industrial to lease its property for the staging of sand which is to be removed from the roadbed of the new I696 Renovation Project. The exact terms of the lease are not yet finalized but the term will match the schedule for the I-696 project (approximately 2 years). No materials other than sand or small amounts of gravel will be staged on this site.

Also note that Crown Contracting has been doing the clearing and grading work on this site for several years. Crown was only present on the site for the duration of their contract and did not operate their business out of this site.

Pursuant to the lease, there will be no permanent structures erected on the property. There will be a temporary office located near the staging area on the west side of the property (see drawing). Crown will install new security lighting and video monitoring of the area around the office. During the day and overnight, vehicles and equipment will be parked near the office. No construction vehicles will be parked on the concrete area at the front of the property.

An 8 foot tall screening wall will be placed as shown on the attached drawing. The current vegetation/tree line to the north of the fence provides screening for those view lines. The fence will be covered with an opaque mesh fabric.

The area shown on the attached drawing for “sand staging” has been cleared as part of prior work and historical use. The vegetation along the south side of the property (adjacent to the office building) has not been cleared and will not be cleared as part of this operation.

The height of the sand will be a maximum of approximately 20 feet which is low enough to minimize wind erosion.

Regarding Dust Control, we will follow industry standard practices for fugitive dust. Those are, but not limited to, applying water to the roads in and out of the property, wetting the piles to keep dust from blowing off of them and ceasing operations in the event of winds over 30 mph. Any other recommendations or requirements made by the city of Madison Heights will be implemented during operations.

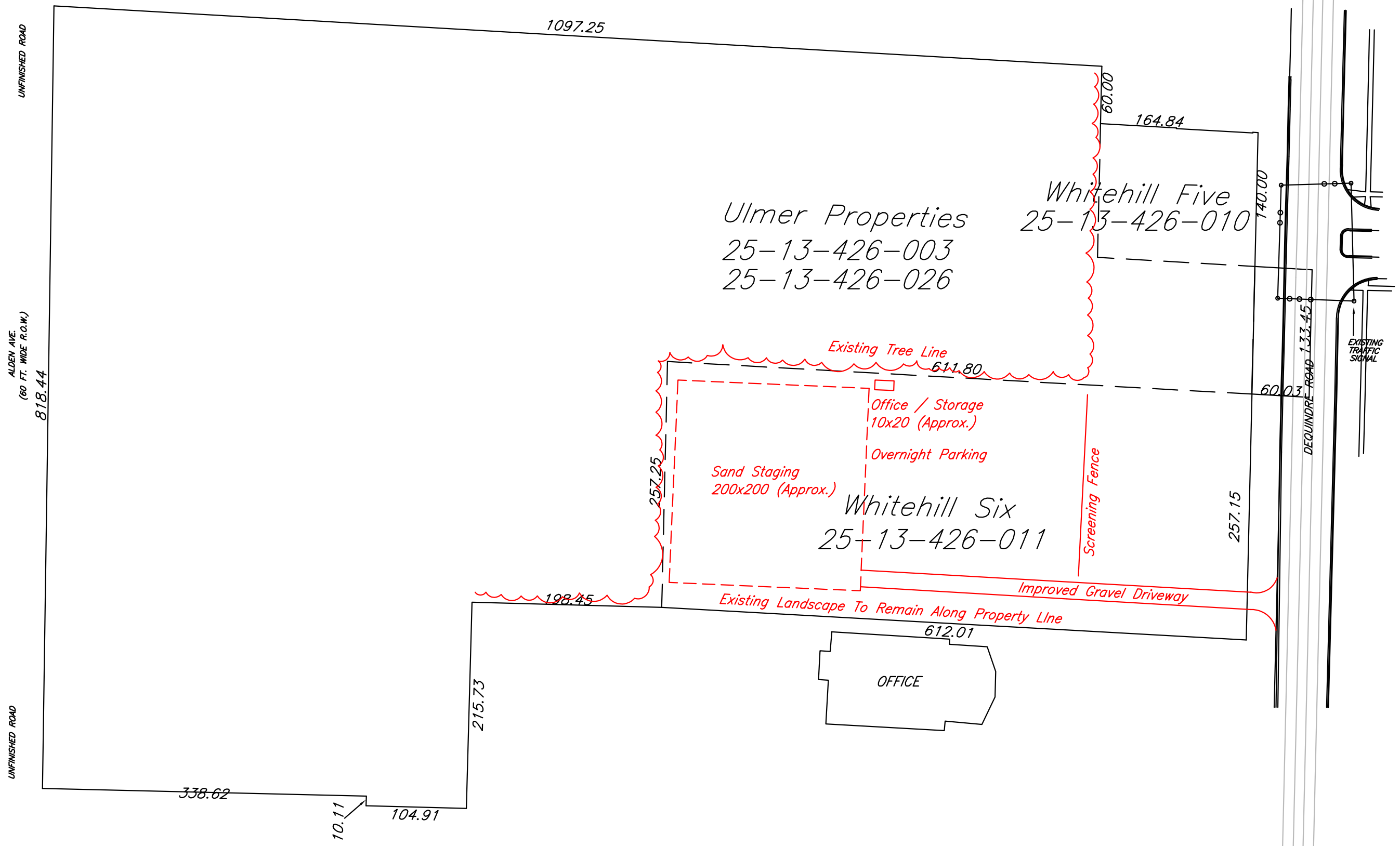
We will engage with Oakland County and abide by any necessary requirements to be compliant with their soil erosion practices, and in the event they require us to obtain a soil erosion permit we will do so. If the city of Madison Heights has any requirements or guidelines that we need to follow, we will also meet those requirements and follow those guidelines.

There are no storm drains or catch basins on the property. It is a primarily flat piece of property that has been graded with a gentle slope to the north. In the event of heavy rains over several days, any water run off flows to the north into a wooded area that is part of the property.

Trucks entering the property will have traveled far enough that there should be no sand or mud on their wheels. Trucks leaving the property will travel over 300 feet of an improved gravel road before entering Dequindre. If any sand is left on Dequindre, the contractor has a sweeper on call during the hours of operation and it will be cleaned up promptly.

We will be using the existing curb cut at the south end of the property as shown on the attached drawing. For decades, traffic (including heavy trucks) has used this access for the prior business at this location so the soils are very stable. We have had an initial discussion with the Macomb County Department of Roads and understand they will require a "Standard MDOT" curb cut/approach. A permit will be obtained from the Department of Roads assuming this application is approved.

Operations will be somewhat intermittent during the duration of the project. Trucks would not arrive before 7am or after 5pm. Note that the staging area is not close to any residential areas.



- (9) In order to contain windblown debris and provide security, chain link fencing shall be installed and maintained around all areas of the site which are utilized in any phase of the recycling process. Council shall determine the appropriate location and height of required fencing during Special Land Use Approval review after consideration of the site characteristics, proposed design, adjacent land uses, and prevailing wind patterns.
- (10) The types of materials to be recycled shall be approved by Council as part of the Special Land Use Approval Process.
- (11) Copies of all Michigan Department of Environment, Great Lakes, and Energy (EGLE) applications and/or permits, if required, shall be provided with the application.

37. **[RESERVED]**

38. **REGULATED USES.** Regulated Uses are subject to the standards of [Section 5.03](#) of this Zoning Ordinance.

39. **RELIGIOUS INSTITUTIONS, PRIVATE CLUBS AND LODGES.**

- A. The property shall have primary frontage on an arterial or collector road, as defined in the Madison Heights Master Plan.
- B. For the requirements stated in terms of occupancy, the calculation shall be based upon the maximum permitted occupancy determined by the City Fire Marshal and/or Building Official.
- C. Accessory child care and educational facilities at a religious institution shall be conducted by the religious organization, where children are in attendance for not greater than four (4) hours per day while persons responsible for the children are attending religious classes or services. Anything in excess of these provisions shall be treated as a principal use and shall be subject to relevant use-specific standards.

40. **SELF STORAGE FACILITIES.**

- A. Internal setbacks between mini-warehouses and buildings on the same site shall be 25 feet apart.
- B. Maximum lot coverage shall not exceed 40 percent.
- C. The maximum length of any mini-warehouse shall be 250 feet.
- D. Limited retail sales of products and supplies incidental to the principal use may be permitted, such as packing materials, packing labels, tape, rope, protective covers, and locks and chains.
- E. Outdoor storage of recreational vehicles may be permitted in the M-1 and M-2 district in compliance with the accessory outdoor storage standards of [Section 8.03\(6\)](#).

41. **SENIOR HOUSING, ASSISTED.**

- A. All bedrooms within the assisted senior housing development shall have a minimum of two-hundred (200) square feet.
- B. All ambulance access areas shall be visually screened from view of adjacent residential uses by an opaque wall or fence a minimum of six (6) feet in height.
- C. Assisted senior facilities may include on-site accessory services, such as cafes, entertainment, laundry, and personal services. However, said services shall only be accessible to residents, visitors, and staff.
- D. Assisted Senior Housing developments are further subject to the use-specific standards for Multi-Family Residential uses, [Section 7.03\(30\)](#).

42. **SENIOR HOUSING, INDEPENDENT.**

- A. Independent Senior Housing developments are subject to the use-specific standards for Multi-Family Residential uses, [Section 7.03\(30\)](#), or Townhomes, [Section 7.03\(45\)](#), dependent upon the type of development.

43. **TEMPORARY USES.**

- A. Except as otherwise provided in this Zoning Ordinance, the temporary uses listed in this Section shall require the issuance of a Temporary Use Permit in accordance with this Section and the process/requirements of Section

10.08. Temporary/Seasonal Business Licenses shall also be required in accordance with Chapter 7 of the Madison Heights Code of Ordinances.

- B. Applicants seeking a temporary use permit for a time period longer than otherwise allowed by this chapter, or for a temporary use not specifically permitted in this chapter (or not deemed similar by the Planning and Zoning Administrator), shall submit for approval through the Planning Commission; provided, that it complies with all other relevant development and operational standards for the use as provided in this Zoning Ordinance.
- C. Exempt Temporary Uses: The following temporary uses are exempt from the procedural and licensing requirements of this section but remain subject to other Sections of this Zoning Ordinance and the Madison Heights Code of Ordinances.
- (1) Emergency Facilities: Temporary facilities to accommodate emergency health and safety needs and activities.
 - (2) Temporary Construction Yards – on-site: Yards and sheds for the storage of materials and equipment used as part of a construction project, provided a valid building permit has been issued and the materials and equipment are stored on the same site as the construction activity.
 - (3) Temporary Construction Office or Temporary Real Estate Office. A temporary construction or real estate office used during the construction of a principal building, buildings, or uses on the same site, subject to building permits and trade permits.
 - (4) Activities conducted on public property or within the public right-of-way that are approved by the city or as otherwise required by the Zoning Ordinance or Municipal Code.
 - (5) Temporary events or activities occurring within, or upon the grounds of, a private residence or upon the common areas of a multi-family residential development.
 - (6) Mobile Food Sites, in accordance with [Section 7.03\(28\)](#)
 - (7) Temporary portable on-site storage units in accordance with [Section 8.03\(2\)](#).
- D. **Standards Applicable to all Temporary Uses.** All temporary uses, including but not limited to those listed in this Section, shall comply with the following standards:
- (1) No temporary use shall be established or conducted so as to cause a threat to the public health, safety, comfort, convenience, and general welfare, either on or off the premises.
 - (2) Temporary uses shall be set back a minimum of twenty-five (25) feet from abutting residentially-zoned parcels or residential uses, with the exception of existing mixed-use buildings.
 - (3) Temporary use applicants shall either be the property owner or, if not the property owner, present a signed letter of authorization from the property owner agreeing to such temporary use.
 - (4) Temporary uses shall not obstruct required fire lanes, access to buildings or utility equipment, clear vision triangle, ADA spaces or aisles, or egress from buildings on the lot or on adjoining property.
 - (5) Temporary uses shall provide adequate parking area and improvements adequate to accommodate anticipated vehicular traffic. Safe pedestrian accessibility shall be provided between parking areas and the temporary use, with a separation between vehicular and pedestrian traffic areas.
 - (6) Temporary uses shall be conducted completely within the lot on which the principal use is located, unless the City authorizes the use of City-owned property or right-of-way.
 - (7) During the operation of the temporary use, the lot on which it is located shall be maintained in an orderly manner, shall be kept free of litter, debris, and other waste material, and all storage and display of goods shall be maintained within the designated area.
 - (8) Signs for temporary uses shall be permitted only in accordance with [Article 12](#), Signs.
 - (9) Temporary uses shall comply with all requirements of the Fire Prevention Code and other applicable codes and regulations.

- E. **Allowed Temporary Uses and Use-Specific Standards.** The following temporary uses may be permitted via approval from the Planning and Zoning Administrator, subject to satisfying use-specific standards. Such uses shall also require the issuance of a valid Temporary/Seasonal Business License:
- (1) **Temporary Outdoor Displays/Sales.** The establishment of temporary outdoor sales and the temporary display of goods, including promotional sales, sidewalk sales, and parking lot sales, may be conducted accessory to an otherwise lawfully permitted or allowed principal use on the same site, subject to the following:
 - (a) Temporary outdoor displays and sales shall only be permitted in a non-residential or mixed-use zoning district, accessory to an existing business located on the same property.
 - (b) Products displayed and sold outdoors shall relate to the on-site use and business, and all activities shall be conducted within the lot.
 - (c) Temporary outdoor displays and sales are limited to a maximum of ninety (90) total days per calendar year, which may or may not be consecutive.
 - (d) Sales and display areas may not occupy more than fifteen percent (15%) of the parking area and shall not substantially alter the existing circulation or fire access on site.
 - (2) **Seasonal Sales Lots.** Temporary seasonal sales activity (e.g., Christmas trees, pumpkin sales, plant sales, fireworks sales) may be permitted, subject to the following:
 - (a) Seasonal sales lots may be permitted in any non-residential or mixed-use zoning district, or on any public, quasi-public, or institutional site that abuts an arterial or collector road.
 - (b) Temporary seasonal sales are limited to a maximum of ninety (90) total days per calendar year, which may or may not be consecutive.
 - (c) Sales and display areas may not occupy more than fifteen percent (15%) of a parking area and shall not substantially alter the existing circulation or fire access on site.
 - (3) **Special Events.** Special events such as auctions, craft fairs, farmers markets, outdoor entertainment, and carnivals, may be permitted, subject to the following:
 - (a) Special events may be permitted in any non-residential or mixed-use zoning district, or on any property approved for public, quasi-public, or institutional uses that abuts an arterial or collector road, as defined in the Madison Heights Master Plan.
 - (b) The temporary special event is limited to a maximum of seven (7) consecutive days. A total of three (3) temporary special events are permitted per business per calendar year, separated by a stretch of fourteen (14) consecutive days.

A recurring event that typically does not take place over consecutive days, but may take place on no more than two consecutive days, may be submitted as a single temporary special event permit. A recurring event is not subject to the 14-day separation standard listed in subsection (E)(3)(b), above. A recurring event is limited to a total of ten (10) days per calendar year and shall count toward the total number of special events.
 - (c) Permitted hours of operation shall be limited to between 12:00 (noon) to 10:00 p.m.
- F. When a temporary use is not specifically mentioned in this section, the Planning and Zoning Administrator may determine that such use is similar in nature to listed use(s) above and shall establish the term, and make necessary findings and conditions for the particular use. The Planning and Zoning Administrator reserves the right to refer any request for a temporary use permit to the Planning Commission for action, in accordance with [Section 15.08](#).
- G. In issuing a temporary use permit, the approving authority may impose conditions which it finds necessary for the protection and preservation of property rights and values of adjacent properties.

[Δ Ord. No. 2024 – ZTA 24-03]

requirement for preliminary and final site plan, subdivision, condominium, special land use or variance review and approval.

- (8) **Amendment of Rezoning with Conditions Agreement.** Amendment of a Rezoning with Conditions Agreement shall be proposed, reviewed and approved in the same manner as a new Rezoning with Conditions.
 - (9) **Recordation of Rezoning with Conditions Agreement.** A Rezoning with Conditions shall become effective following publication in the manner provided by law, and, after recordation of the Rezoning with Conditions Agreement, whichever is later.
 - (10) **Termination.** The City Council shall be the only body with the authority to terminate a Rezoning with Conditions agreement. The consideration to terminate the agreement shall be for reasons of expiration of the agreement, discovery of false information upon which the initial approval was based, or the existence or discovery of new information that alters the viability of the approved rezoning. The Termination shall comply with any applicable provisions of this ordinance or the Rezoning with Conditions Agreement.
 - (11) **City Right to Rezone.** Nothing in the Rezoning with Conditions Agreement or in the provisions of this Section shall be deemed to prohibit the City from rezoning all or any portion of land that is subject to a Rezoning with Conditions to another zoning classification. Any such rezoning shall be conducted in compliance with this Ordinance and the Michigan Zoning Enabling Act.
 - (12) If land that is subject to a Rezoning with Conditions Agreement is thereafter rezoned to a different zoning classification or to the same zoning classification but with a different or no Rezoning with Conditions Agreement, the Rezoning with Conditions Agreement attached to the former zoning classification shall cease to be in effect.
4. **Notice of Adoption of Amendment.** Following adoption of an amendment by the City Council, one (1) notice of adoption shall be filed with the City Clerk and one (1) notice shall be published in a newspaper of general circulation in the City within fifteen (15) days after adoption, in accordance with the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended. A record of all amendments shall be maintained by the City Clerk. A Zoning Map shall be maintained by the City Clerk, which shall identify all map amendments. The required notice of adoption shall include all of the following information:
- A. In the case of a newly adopted Zoning Ordinance, the following statement: "A zoning ordinance regulating the development and use of land has been adopted by the City of Madison Heights."
 - B. In the case of an amendment(s) to the existing Zoning Ordinance, either a summary of the regulatory effect of the amendment(s), including the geographic area affected, or the text of the amendment(s).

Section 15.08 Temporary Use Permits

1. **Purpose.** This section sets forth the requirements for the application, review, approval, and enforcement of temporary use permits in the City of Madison Heights. Temporary use permits may be reviewed and acted upon by the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission.
2. **Use-Specific Standards.** Temporary uses are subject to the use-specific standards of [Section 7.03\(43\)](#)
3. **Planning and Zoning Administrator/Technical Review Committee Review.** The Planning and Zoning Administrator may review and approve certain temporary uses addressed in Section 7.03(43). The Planning and Zoning Administrator reserves the right to refer any request for a temporary use permit to the Technical Review Committee or Planning Commission for review and approval.
4. **Planning Commission Review.** The Planning Commission shall review and act upon temporary use permit requests where the applicant seeks approval for a time period longer than otherwise allowed by [Section 7.03\(43\)](#) or for a temporary use not specifically permitted in [Section 7.03\(43\)](#) nor deemed similar by the Planning and Zoning Administrator; provided, that the temporary use complies with all other relevant development and operational standards for the use as provided in this Zoning Ordinance.

5. **Conditions Pertaining to the Issuance of a Temporary Use Permit.** In granting a temporary use permit, the approving body may prescribe appropriate conditions and safeguards in conformity with this Ordinance, provided that said conditions:
- A. Are designed to protect natural resources, the health, safety, and welfare and social and economic well-being of the public; and
 - B. Are necessary to meet the intent and purpose of this Ordinance, are related to the standards established in the section for the land use or activity under consideration and are necessary to ensure compliance with those standards.
6. **Submittal Requirements.** The following information shall be required with the submittal of a temporary use permit application:
- A. Application Form
 - B. A detailed description of the temporary use, including anticipated dates and hours of operation, employees, anticipated visitor numbers, etc.
 - C. Letter of authorization from all property owners authorizing agent to act as applicant, where applicable.
 - D. A sketch plan (to scale) illustrating, at minimum:
 - (1) Property lines and adjacent roads, streets, alleys.
 - (2) Adjacent uses and zoning districts.
 - (3) Existing and proposed buildings and structures, landscaping, and other site improvements.
 - (4) Location of the intended use on the property and a written description adequately defining the location of the temporary use.
 - (5) Sign location(s) and size(s)
 - (6) Pedestrian walkways
 - (7) Parking and loading stalls with dimensions
 - (8) Trash and refuse collection areas
 - (9) Exterior lighting
7. **Appeals to Temporary Use Decisions.** Any person aggrieved by the decision of the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission relating to their action on a temporary use permit shall have the right to appeal the decision to the Zoning Board of Appeals in accordance with [Section 15.06](#).



MEMORANDUM

Date: March 7th, 2025
 To: City of Madison Heights Planning Commission
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Temporary Use Request PTMPU 25-03– 434 W. 12 Mile Road – Lowes Outdoor Accessory Sales/Storage

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 6

Introduction

The applicant, Lowes of Madison Heights, requests Temporary Use approval from the Planning Commission in accordance with **Section 7.03.43** and **Section 15.08** of the Madison Heights Zoning Ordinance to operate an accessory seasonal storage and sales area at Lowes Home Improvement Center, 434 W. 12 Mile Road, zoned MUI-2, Mixed-Use Innovation 2; tax parcel 44-25-11-476-024.

Project Details and History

Lowes is requesting Temporary Use approval to utilize a portion of their designated parking lot on the south side of their building for the storage of bagged mulch, dirt, stone, and other seasonal landscaping materials. The storage area takes up approximately one hundred (100) designated parking spaces. A drive aisle is proposed through the storage area to allow vehicles to enter and load materials. This type of temporary use is classified as “Temporary Outdoor Display/Sales” per **Section 7.03.43** of the Zoning Ordinance (Temporary Uses). The applicant is requesting the outdoor seasonal sales area for approximately eight (8) months, from March to the end of October 2025.

Madison Heights approved the Lowes Home Improvement Center site plan in 2005, and construction of the store was completed in 2006. While the existing enclosed Garden Center was approved as part of the original site plan, the area proposed for the temporary outdoor storage is formally designated as parking on the approved site plan. Lowes has operated a seasonal storage yard in the same area for at least the past six years. Because the previous Zoning Ordinance prior to 2024 did not contain clear language or administrative processes for temporary or seasonal uses, prior iterations of this outdoor storage area were approved under the Temporary/Seasonal Business License process through the Clerks Office. However, the new Zoning Ordinance adopted in 2024 now contains explicit standards and processes for temporary and seasonal uses necessitating a more detailed review and approval process.

Per **Section 7.03.43**, temporary outdoor display and sales areas may be permitted administratively by the Planning and Zoning Administrator for up to ninety (90) consecutive days. Temporary uses exceeding this time frame require review and approval from the Planning Commission in accordance with **Section 15.08** of the Zoning Ordinance. As the applicant requests the temporary use for a period of eight (8) months, Planning Commission approval is required.

NOTE: Per a site visit on March 5th, 2025, materials had already been placed in the proposed outdoor storage area without City approval.

Temporary Use Standards

Section 7.03.43.D contains standards applicable to all Temporary Uses, listed below:

- (1) No temporary use shall be established or conducted as to cause a threat to the public health, safety, comfort, convenience, and general welfare, either on or off the premises.
- (2) Temporary uses shall be set back a minimum of twenty-five (25) feet from abutting residentially-zoned parcels or residential uses, with the exception of existing mixed-use buildings.
- (3) Temporary use applicants shall either be the property owner or, if not the property owner, present a signed letter of authorization from the property owner agreeing to such temporary use.
- (4) Temporary uses shall not obstruct required fire lanes, access to buildings or utility equipment, clear vision triangles, ADA spaces or aisles, or egress from buildings on the or on adjoining property.
- (5) Temporary uses shall provide adequate parking area and improvements adequate to accommodate anticipated vehicular traffic. Safe pedestrian accessibility shall be provided between parking areas and the temporary use, with a separation between vehicular and pedestrian traffic areas.
- (6) Temporary uses shall be conducted completely within the lot on which the principal use is located, unless the City authorizes the use of City-owned property or right-of-way.
- (7) During the operation of the temporary use, the lot on which it is located shall be maintained in an orderly manner, shall be kept free of litter, debris, and other waste material, and all storage and display of goods shall be maintained within the designated area.
- (8) Signs for temporary uses shall be permitted only in accordance with Article 12, Signs.
- (9) Temporary uses shall comply with all requirements of the Fire Prevention Code and other applicable codes and regulations.

Section 7.03.43.E contains supplemental standards for temporary outdoor display and sales areas:

- (1) Temporary Outdoor Display/Sales. The establishment of temporary outdoor sales and the temporary display of goods, including promotional sales, sidewalk sales, and parking lot sales, may be conducted accessory to an otherwise lawfully permitted or allowed principal use on the same site, subject to the following:
 - a. Temporary outdoor displays and sales shall only be permitted in a non-residential or mixed-use zoning district, accessory to an existing business located on the same property.
 - b. Products displayed and sold outdoors shall relate to the on-site use and business, and all activities shall be conducted within the lot.
 - c. Temporary outdoor displays and sales are limited to a maximum of ninety (90) total days per calendar year, which may or may not be consecutive.
 - d. Sales and display areas may not occupy more than fifteen percent (15%) of the parking area and shall not substantially alter the existing circulation or fire access on the site.

Proposed Outdoor Storage and Sales Area (Dashed Line)



Note: This aerial image depicts the approximate area of the storage and sales area from a previous year.

Images of Outdoor Storage and Sales Area [Taken March 5th, 2025]



Note: As of March 5th, 2025, material had been placed on site without approval from the City of Madison Heights

Staff Analysis and Concept Plan Review

Staff concerns relating to the proposed temporary use primarily relate to vehicular circulation, vehicular and pedestrian safety, and visual impacts.

Vehicular Circulation

The outdoor storage area directly abuts drive aisles to the south, east and west that serve the adjacent outlot developments, including the credit union and the new Chipotle restaurant, and serves as a cross-connection to the Home Depot and BJ’s sites and their associated outlots. It is imperative that these drive aisles remain clear of materials and supplies to ensure safe vehicular circulation between these sites.

Vehicular and Pedestrian Safety

The eastern and western edges of the proposed outdoor storage area directly abut the north/south access drives. Additionally, the southwestern corner abuts a pedestrian crosswalk. Clear vision corners of ten (10) feet shall be maintained at the southeast and southwest corners of the storage area, as well the eastern and western edges of the internal storage area access drive. See the image below. No material or product should be permitted to be stored in these vision corners.

Suggested 10 ft. Clear Vision Corners



Visual Impacts

Because the proposed storage area is located on the south side of the building oriented towards 12 Mile Road, staff has concerns about the visual impacts of the storage area. These concerns are exacerbated by the fact that the applicant proposes to store materials in this location for eight months out of the year; in staff’s opinion, this oversteps the true intent of a temporary use and crosses into the realm of being a permanent accessory use of the site.

To avoid the need to return to the Planning Commission each year for temporary use approval, and to address staff concerns regarding circulation and visual appearance, staff recommends that Lowe’s explore the construction of a permanent outdoor storage area on the site, which could be used to store bagged materials, sheds, equipment, etc.; this could either be enclosed by a masonry wall, decorative fence, or permanent landscape screen. This enclosure would require the submittal of a complete site plan, but would allow for outdoor storage as a permanent feature of the site. Municipalities like Commerce Township have required businesses like Lowes and Home Depot to submit site plan amendments for their permanent outdoor storage areas; Madison Heights should consider a similar approach.

Suggested Conditions

Should the Planning Commission move to approve the temporary use for an accessory outdoor sales and display area, staff suggests that the following conditions be incorporated as conditions of approval:

1. Outdoor storage of mulch, dirt, stone, masonry and other associated seasonal landscape/hardscape materials shall be restricted to the area shown on the sketch plan provided by the applicant as part of this application.
2. All materials shall be removed from the outdoor storage area no later than October 31st, 2025.
3. All adjacent drive aisle shall remain clear of materials and supply.
4. Ten (10) foot clear vision corners shall be provided where the outdoor storage area abuts adjacent drive aisles, as denoted in this staff report. No materials, supplies, or equipment, or any other product, shall be permitted to be stored in these clear vision corners.
5. This Temporary Use approval shall only be valid for the time period stretching from the date of approval to October 31st, 2025. Any extension of this time frame or any new requested periods of storage shall require new Temporary Use approval. Alternatively, and as requested by staff, the applicant may submit a formal site plan application to accommodate permanent outdoor storage area(s) on the site.

Next Step

After discussion, the Planning Commission may take action on the requested Temporary Use in the form of a motion. Any motion shall include findings based upon the Temporary Use approval standards 7.03.43. The Planning Commission may postpone action on a Temporary Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

A template motion of approval is provided on the following page:

Attachments

- **Temporary Land Use Application – PTMPU 25-03**
- **Associated Maps**
- **Section 7.03.43– Temporary Land Uses**
- **Section 15.08 – Temporary Use Permits**

Template Motion, Findings and Conditions

Staff offers the following motion of approval and findings 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. A motion for denial may follow this same outline.

MOTION BY _____, SECONDED BY _____, THAT THE PLANNING COMMISSION HEREBY **APPROVES** TEMPORARY LAND USE REQUEST NUMBER PTMPU 25-03 FOR ACCESSORY OUTDOOR STORAGE AND SALES AT 434 W. 12 MILE ROAD BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Temporary Land Use approval for accessory storage of bagged mulch, dirt, stone, and other seasonal landscaping materials, classified as “Temporary Outdoor Display/Sales” per **Section 7.03.43** of the Zoning Ordinance.
2. The applicant requests a period of eight (8) months for the accessory outdoor storage area, exceeding the three (3) month maximum set forth in the Zoning Ordinance. Per Section 15.08.4, the Planning Commission may consider Temporary Land Uses for a time period otherwise allowed by the Ordinance provided that the use complies with all other relevant development and operational standards for the use as provided in the Zoning Ordinance.
3. The proposed accessory outdoor storage area generally complies with the use-specific standards for Temporary Uses and for outdoor display and sales areas as contained in Section 7.03.43. of the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS

1. Outdoor storage of mulch, dirt, stone, masonry and other associated seasonal landscape/hardscape materials shall be restricted to the area shown on the sketch plan provided by the applicant as part of this application.
2. All materials shall be removed from the outdoor storage area no later than October 31st, 2025.
3. All adjacent drive aisle shall remain clear of materials and supply.
4. Ten (10) foot clear vision corners shall be provided where the outdoor storage area abuts adjacent drive aisles, as denoted in this staff report. No materials, supplies, or equipment, or any other product, shall be permitted to be stored in these clear vision corners.
5. This Temporary Use approval shall only be valid for the time period stretching from the date of approval to October 31st, 2025. Any extension of this time frame or any new requested period of storage shall require new Temporary Use approval. Alternatively, and as requested by staff, the applicant may submit a formal site plan application to accommodate permanent outdoor storage area(s) on the site.

Lowes 434 W 12 Mile



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

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

David Coulter
 Oakland County Executive

Date Created: 3/10/2025

NORTH
 1 inch = 400 feet



CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
TEMPORARY USE APPLICATION

I. APPLICANT INFORMATION

Applicant Lowes of Madison Heights

Address 434 W. Twelve Mile

City Madison Heights State MI ZIP 48071

Interest in Property (owner, tenant, option, etc.) Tenant / management

Contact Person Vita Biondo of Val Servotific

Telephone Number 248-629-3541 Email Address Vita.R.Biondo@store.lowes.com

II. PROPERTY INFORMATION

Property Address 434 W. Twelve Mile

Tax ID 44-25-11-476-015^{ma} Zoning District MU1-2

Owner Name (if different than applicant) _____

Address Madison Heights

City _____ State _____ Zip _____

Telephone Number 248-629-3541 Email Address Vita.R.Biondo@store.lowes.com

III. TEMPORARY USE INFORMATION

- Type of Temporary Use
- Temporary Outdoor Display/Sales
 - Special Event
 - Seasonal Sales Lot
 - Other _____

Explanation of Proposed Temporary Use
Storing mulch, dirt etc on side of building

Dates of Operation March 2025 - 10-31-2025

Hours of Operation 6-10pm
am

TEMPORARY USE APPLICATION

Additional Submittal Requirements:

- A detailed description of the temporary use, including anticipated dates and hours of operation, employees, anticipated visitor numbers, etc.
- Letter of authorization from all property owners authorizing agent to act as applicant, where applicable.
- A sketch plan (to scale) containing all required information contained in Section 15.08 of Zoning Ordinance.

IV. APPLICANT CERTIFICATION

I (we) the undersigned do hereby apply to the City of Madison Heights for review and approval of the above-described Temporary 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 Vita Bionelo Signature [Handwritten Signature] Date 3-3-25

V. 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 _____ Signature _____ Date _____

Notary for Property Owner:

Notary Stamp

Subscribed and sworn before me, this __ day of _____, 20__.

A Notary Public in and for _____ County, Michigan.

Notary Name (Print): _____

Notary Signature: _____

My Commission Expires: _____

STAFF USE ONLY
[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE \$ _____

TEMPORARY USE PERMIT # _____

DATE APPLICATION RECEIVED: _____

RECEIVED BY: _____



Mulch Storage

- (9) In order to contain windblown debris and provide security, chain link fencing shall be installed and maintained around all areas of the site which are utilized in any phase of the recycling process. Council shall determine the appropriate location and height of required fencing during Special Land Use Approval review after consideration of the site characteristics, proposed design, adjacent land uses, and prevailing wind patterns.
- (10) The types of materials to be recycled shall be approved by Council as part of the Special Land Use Approval Process.
- (11) Copies of all Michigan Department of Environment, Great Lakes, and Energy (EGLE) applications and/or permits, if required, shall be provided with the application.

37. **[RESERVED]**

38. **REGULATED USES.** Regulated Uses are subject to the standards of [Section 5.03](#) of this Zoning Ordinance.

39. **RELIGIOUS INSTITUTIONS, PRIVATE CLUBS AND LODGES.**

- A. The property shall have primary frontage on an arterial or collector road, as defined in the Madison Heights Master Plan.
- B. For the requirements stated in terms of occupancy, the calculation shall be based upon the maximum permitted occupancy determined by the City Fire Marshal and/or Building Official.
- C. Accessory child care and educational facilities at a religious institution shall be conducted by the religious organization, where children are in attendance for not greater than four (4) hours per day while persons responsible for the children are attending religious classes or services. Anything in excess of these provisions shall be treated as a principal use and shall be subject to relevant use-specific standards.

40. **SELF STORAGE FACILITIES.**

- A. Internal setbacks between mini-warehouses and buildings on the same site shall be 25 feet apart.
- B. Maximum lot coverage shall not exceed 40 percent.
- C. The maximum length of any mini-warehouse shall be 250 feet.
- D. Limited retail sales of products and supplies incidental to the principal use may be permitted, such as packing materials, packing labels, tape, rope, protective covers, and locks and chains.
- E. Outdoor storage of recreational vehicles may be permitted in the M-1 and M-2 district in compliance with the accessory outdoor storage standards of [Section 8.03\(6\)](#).

41. **SENIOR HOUSING, ASSISTED.**

- A. All bedrooms within the assisted senior housing development shall have a minimum of two-hundred (200) square feet.
- B. All ambulance access areas shall be visually screened from view of adjacent residential uses by an opaque wall or fence a minimum of six (6) feet in height.
- C. Assisted senior facilities may include on-site accessory services, such as cafes, entertainment, laundry, and personal services. However, said services shall only be accessible to residents, visitors, and staff.
- D. Assisted Senior Housing developments are further subject to the use-specific standards for Multi-Family Residential uses, [Section 7.03\(30\)](#).

42. **SENIOR HOUSING, INDEPENDENT.**

- A. Independent Senior Housing developments are subject to the use-specific standards for Multi-Family Residential uses, [Section 7.03\(30\)](#), or Townhomes, [Section 7.03\(45\)](#), dependent upon the type of development.

43. **TEMPORARY USES.**

- A. Except as otherwise provided in this Zoning Ordinance, the temporary uses listed in this Section shall require the issuance of a Temporary Use Permit in accordance with this Section and the process/requirements of Section

10.08. Temporary/Seasonal Business Licenses shall also be required in accordance with Chapter 7 of the Madison Heights Code of Ordinances.

- B. Applicants seeking a temporary use permit for a time period longer than otherwise allowed by this chapter, or for a temporary use not specifically permitted in this chapter (or not deemed similar by the Planning and Zoning Administrator), shall submit for approval through the Planning Commission; provided, that it complies with all other relevant development and operational standards for the use as provided in this Zoning Ordinance.
- C. Exempt Temporary Uses: The following temporary uses are exempt from the procedural and licensing requirements of this section but remain subject to other Sections of this Zoning Ordinance and the Madison Heights Code of Ordinances.
 - (1) Emergency Facilities: Temporary facilities to accommodate emergency health and safety needs and activities.
 - (2) Temporary Construction Yards – on-site: Yards and sheds for the storage of materials and equipment used as part of a construction project, provided a valid building permit has been issued and the materials and equipment are stored on the same site as the construction activity.
 - (3) Temporary Construction Office or Temporary Real Estate Office. A temporary construction or real estate office used during the construction of a principal building, buildings, or uses on the same site, subject to building permits and trade permits.
 - (4) Activities conducted on public property or within the public right-of-way that are approved by the city or as otherwise required by the Zoning Ordinance or Municipal Code.
 - (5) Temporary events or activities occurring within, or upon the grounds of, a private residence or upon the common areas of a multi-family residential development.
 - (6) Mobile Food Sites, in accordance with [Section 7.03\(28\)](#)
 - (7) Temporary portable on-site storage units in accordance with [Section 8.03\(2\)](#).
- D. **Standards Applicable to all Temporary Uses.** All temporary uses, including but not limited to those listed in this Section, shall comply with the following standards:
 - (1) No temporary use shall be established or conducted so as to cause a threat to the public health, safety, comfort, convenience, and general welfare, either on or off the premises.
 - (2) Temporary uses shall be set back a minimum of twenty-five (25) feet from abutting residentially-zoned parcels or residential uses, with the exception of existing mixed-use buildings.
 - (3) Temporary use applicants shall either be the property owner or, if not the property owner, present a signed letter of authorization from the property owner agreeing to such temporary use.
 - (4) Temporary uses shall not obstruct required fire lanes, access to buildings or utility equipment, clear vision triangle, ADA spaces or aisles, or egress from buildings on the lot or on adjoining property.
 - (5) Temporary uses shall provide adequate parking area and improvements adequate to accommodate anticipated vehicular traffic. Safe pedestrian accessibility shall be provided between parking areas and the temporary use, with a separation between vehicular and pedestrian traffic areas.
 - (6) Temporary uses shall be conducted completely within the lot on which the principal use is located, unless the City authorizes the use of City-owned property or right-of-way.
 - (7) During the operation of the temporary use, the lot on which it is located shall be maintained in an orderly manner, shall be kept free of litter, debris, and other waste material, and all storage and display of goods shall be maintained within the designated area.
 - (8) Signs for temporary uses shall be permitted only in accordance with [Article 12](#), Signs.
 - (9) Temporary uses shall comply with all requirements of the Fire Prevention Code and other applicable codes and regulations.

- E. **Allowed Temporary Uses and Use-Specific Standards.** The following temporary uses may be permitted via approval from the Planning and Zoning Administrator, subject to satisfying use-specific standards. Such uses shall also require the issuance of a valid Temporary/Seasonal Business License:
- (1) **Temporary Outdoor Displays/Sales.** The establishment of temporary outdoor sales and the temporary display of goods, including promotional sales, sidewalk sales, and parking lot sales, may be conducted accessory to an otherwise lawfully permitted or allowed principal use on the same site, subject to the following:
 - (a) Temporary outdoor displays and sales shall only be permitted in a non-residential or mixed-use zoning district, accessory to an existing business located on the same property.
 - (b) Products displayed and sold outdoors shall relate to the on-site use and business, and all activities shall be conducted within the lot.
 - (c) Temporary outdoor displays and sales are limited to a maximum of ninety (90) total days per calendar year, which may or may not be consecutive.
 - (d) Sales and display areas may not occupy more than fifteen percent (15%) of the parking area and shall not substantially alter the existing circulation or fire access on site.
 - (2) **Seasonal Sales Lots.** Temporary seasonal sales activity (e.g., Christmas trees, pumpkin sales, plant sales, fireworks sales) may be permitted, subject to the following:
 - (a) Seasonal sales lots may be permitted in any non-residential or mixed-use zoning district, or on any public, quasi-public, or institutional site that abuts an arterial or collector road.
 - (b) Temporary seasonal sales are limited to a maximum of ninety (90) total days per calendar year, which may or may not be consecutive.
 - (c) Sales and display areas may not occupy more than fifteen percent (15%) of a parking area and shall not substantially alter the existing circulation or fire access on site.
 - (3) **Special Events.** Special events such as auctions, craft fairs, farmers markets, outdoor entertainment, and carnivals, may be permitted, subject to the following:
 - (a) Special events may be permitted in any non-residential or mixed-use zoning district, or on any property approved for public, quasi-public, or institutional uses that abuts an arterial or collector road, as defined in the Madison Heights Master Plan.
 - (b) The temporary special event is limited to a maximum of seven (7) consecutive days. A total of three (3) temporary special events are permitted per business per calendar year, separated by a stretch of fourteen (14) consecutive days.

A recurring event that typically does not take place over consecutive days, but may take place on no more than two consecutive days, may be submitted as a single temporary special event permit. A recurring event is not subject to the 14-day separation standard listed in subsection (E)(3)(b), above. A recurring event is limited to a total of ten (10) days per calendar year and shall count toward the total number of special events.
 - (c) Permitted hours of operation shall be limited to between 12:00 (noon) to 10:00 p.m.
- F. When a temporary use is not specifically mentioned in this section, the Planning and Zoning Administrator may determine that such use is similar in nature to listed use(s) above and shall establish the term, and make necessary findings and conditions for the particular use. The Planning and Zoning Administrator reserves the right to refer any request for a temporary use permit to the Planning Commission for action, in accordance with [Section 15.08](#).
- G. In issuing a temporary use permit, the approving authority may impose conditions which it finds necessary for the protection and preservation of property rights and values of adjacent properties.

[Δ Ord. No. 2024 – ZTA 24-03]

requirement for preliminary and final site plan, subdivision, condominium, special land use or variance review and approval.

- (8) **Amendment of Rezoning with Conditions Agreement.** Amendment of a Rezoning with Conditions Agreement shall be proposed, reviewed and approved in the same manner as a new Rezoning with Conditions.
 - (9) **Recordation of Rezoning with Conditions Agreement.** A Rezoning with Conditions shall become effective following publication in the manner provided by law, and, after recordation of the Rezoning with Conditions Agreement, whichever is later.
 - (10) **Termination.** The City Council shall be the only body with the authority to terminate a Rezoning with Conditions agreement. The consideration to terminate the agreement shall be for reasons of expiration of the agreement, discovery of false information upon which the initial approval was based, or the existence or discovery of new information that alters the viability of the approved rezoning. The Termination shall comply with any applicable provisions of this ordinance or the Rezoning with Conditions Agreement.
 - (11) **City Right to Rezone.** Nothing in the Rezoning with Conditions Agreement or in the provisions of this Section shall be deemed to prohibit the City from rezoning all or any portion of land that is subject to a Rezoning with Conditions to another zoning classification. Any such rezoning shall be conducted in compliance with this Ordinance and the Michigan Zoning Enabling Act.
 - (12) If land that is subject to a Rezoning with Conditions Agreement is thereafter rezoned to a different zoning classification or to the same zoning classification but with a different or no Rezoning with Conditions Agreement, the Rezoning with Conditions Agreement attached to the former zoning classification shall cease to be in effect.
4. **Notice of Adoption of Amendment.** Following adoption of an amendment by the City Council, one (1) notice of adoption shall be filed with the City Clerk and one (1) notice shall be published in a newspaper of general circulation in the City within fifteen (15) days after adoption, in accordance with the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended. A record of all amendments shall be maintained by the City Clerk. A Zoning Map shall be maintained by the City Clerk, which shall identify all map amendments. The required notice of adoption shall include all of the following information:
- A. In the case of a newly adopted Zoning Ordinance, the following statement: "A zoning ordinance regulating the development and use of land has been adopted by the City of Madison Heights."
 - B. In the case of an amendment(s) to the existing Zoning Ordinance, either a summary of the regulatory effect of the amendment(s), including the geographic area affected, or the text of the amendment(s).

Section 15.08 Temporary Use Permits

1. **Purpose.** This section sets forth the requirements for the application, review, approval, and enforcement of temporary use permits in the City of Madison Heights. Temporary use permits may be reviewed and acted upon by the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission.
2. **Use-Specific Standards.** Temporary uses are subject to the use-specific standards of [Section 7.03\(43\)](#)
3. **Planning and Zoning Administrator/Technical Review Committee Review.** The Planning and Zoning Administrator may review and approve certain temporary uses addressed in Section 7.03(43). The Planning and Zoning Administrator reserves the right to refer any request for a temporary use permit to the Technical Review Committee or Planning Commission for review and approval.
4. **Planning Commission Review.** The Planning Commission shall review and act upon temporary use permit requests where the applicant seeks approval for a time period longer than otherwise allowed by [Section 7.03\(43\)](#) or for a temporary use not specifically permitted in [Section 7.03\(43\)](#) nor deemed similar by the Planning and Zoning Administrator; provided, that the temporary use complies with all other relevant development and operational standards for the use as provided in this Zoning Ordinance.

5. **Conditions Pertaining to the Issuance of a Temporary Use Permit.** In granting a temporary use permit, the approving body may prescribe appropriate conditions and safeguards in conformity with this Ordinance, provided that said conditions:
- A. Are designed to protect natural resources, the health, safety, and welfare and social and economic well-being of the public; and
 - B. Are necessary to meet the intent and purpose of this Ordinance, are related to the standards established in the section for the land use or activity under consideration and are necessary to ensure compliance with those standards.
6. **Submittal Requirements.** The following information shall be required with the submittal of a temporary use permit application:
- A. Application Form
 - B. A detailed description of the temporary use, including anticipated dates and hours of operation, employees, anticipated visitor numbers, etc.
 - C. Letter of authorization from all property owners authorizing agent to act as applicant, where applicable.
 - D. A sketch plan (to scale) illustrating, at minimum:
 - (1) Property lines and adjacent roads, streets, alleys.
 - (2) Adjacent uses and zoning districts.
 - (3) Existing and proposed buildings and structures, landscaping, and other site improvements.
 - (4) Location of the intended use on the property and a written description adequately defining the location of the temporary use.
 - (5) Sign location(s) and size(s)
 - (6) Pedestrian walkways
 - (7) Parking and loading stalls with dimensions
 - (8) Trash and refuse collection areas
 - (9) Exterior lighting
7. **Appeals to Temporary Use Decisions.** Any person aggrieved by the decision of the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission relating to their action on a temporary use permit shall have the right to appeal the decision to the Zoning Board of Appeals in accordance with [Section 15.06](#).



MEMORANDUM

Date: March 10th, 2025
 To: City of Madison Heights Planning Commission
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Major Site Plan PSPR 25-01– 32650 Stephenson Hwy – Residence Inn Conversion to Multi-Family Residential [Plan Date 2/10/25]

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 9

Introduction

The applicant, L2L Madison Heights, LLC, requests Major Site Plan approval from the Planning Commission under **Section 15.04** of the Madison Heights Zoning Ordinance to convert an existing hotel into a multi-family residential apartment complex featuring 101 residential units. The subject site is located at 32650 Stephenson Highway, tax parcel # 44-25-02-176-026, zoned MUI-2, Mixed-Use Innovation 2, located on the east side of Stephenson south of 14 Mile Road.

Project Details

The subject property is approximately 4.24 acres in area and is improved with an existing 96-room extended stay hotel currently operating as Residence Inn. The site features twelve (12) separate guest suite buildings and one (1) gatehouse/clubhouse building. The applicant intends to convert the existing 96 hotel guestrooms into a combination of studio, one-bedroom, and loft-style apartment units, and construct five (5) additional units in the gatehouse building, amounting to a total of 101 residential units.

As the Residence Inn is an “extended-stay” hotel, 100% of the existing guestrooms currently feature apartment-style floorplans with fully-equipped kitchens. Therefore, proposed building modifications are fairly minor in nature, such as carpet and hard floor replacements, new paint, and Mechanical/Electrical/Plumbing repair and upgrades. The applicant proposes several minor site modifications, including increasing the number of parking spaces from 104 to 145, constructing new parking lot landscape islands, and installing new landscaping, dumpster enclosures, and bicycle racks.

32650 Dequindre Road – Aerial Image – Existing Conditions



Streetview Images – Existing Conditions of Residence Inn



Site Details and History

Per city records, the hotel was constructed on the property between 1984 and 1985. As the subject site is a flag lot, the hotel buildings are set back far on the site, with the private driveway acting as the “flag pole” connecting to Stephenson Highway. The site abuts office/light industrial space to the west, additional hotel uses to the north and south, and I-75 to the east.

Zoning Standards and Site Plan Review Process

The site is zoned MUI-2, Mixed-Use Innovation 2. Multi-family residential dwellings are listed as a permitted use in the MUI-2 district, subject to the design standards of the MUI-2 district (Section 3.21). While most site plans for “by-right” uses are reviewed and approved by staff and/or the Technical Review Committee (TRC), **Section 15.04.3(D) – Major Site Plans** – lists several scenarios where Planning Commission approval is required; per this section, any residential development with more than fifty (50) units requires Planning Commission approval. While no formal public hearing is required for by-right use, this project involves a total of 101 residential units, requiring Planning Commission review and approval.

Site Plan Review criteria are contained in **Section 15.04.5**, summarized below:

Site Plan Review Criteria. The approving body shall consider and require compliance with the following:

- A. All application and site plan review submittal criteria have been met.
- B. The site plan is in full conformance with all applicable Zoning Ordinance requirements.
- C. The location of development features, including principal and accessory buildings, open spaces, parking areas, driveways, and sidewalks minimize possible adverse impacts on adjacent properties and promote pedestrian and vehicular traffic safety.
- D. On-site and off-site circulation of both vehicular, non-motorized and pedestrian traffic will achieve both safety and convenience of persons and vehicles using the site, including emergency access vehicles.
- E. Landscaping, earth berms, fencing, signs, and obscuring walls are of such a design and location that the proposed development’s impact on existing and future uses in the immediate area and vicinity and on residents and occupants is minimized and harmonious.
- F. Utility service, including proposed water, sanitary sewer and the development and the recommendation of the city’s consulting engineer. Approvals required from any state or county department having jurisdiction, such as the department of health, drain commission or road commission, are a prerequisite or condition to approval.

- G. Notwithstanding any other provisions of the Zoning Ordinance, the city may require as a condition of site plan approval, landscaping, berms, fencing, walls, drives or other appurtenances as necessary to promote the health, safety, and welfare of the community and achieve compliance with the standards of the Zoning Ordinance.
- H. Compliance with groundwater and surface water protection standards.

Staff has reviewed the proposed project for compliance with the Zoning Ordinance, summarized below:

Vehicular Access and Circulation

No modifications are proposed to the existing site access or site circulation pattern. Vehicular access from/to the site will be maintained via the existing private driveway connection from Stephenson Highway, and twenty-two (22) foot wide two-way drive aisles will be maintained for circulation around the site.

Pedestrian Access and Circulation

The existing sidewalk network will remain around the site, providing pedestrian connections between buildings themselves and between the buildings and the Stephenson Highway sidewalk. Several internal sidewalks will be reconstructed as seven-foot wide sidewalks in conjunction with the addition of new parking spaces.

In order to better delineate pedestrian crossings, a painted, hatched crosswalk shall be added across the main drive entrance into the site, as shown in the image below. Additionally, a new sidewalk connection and crosswalk should be added running north/south in the same area.

As the sidewalk connection to Stephenson Highway is technically located on the adjacent industrial property, the applicant should confirm that a pedestrian access easement has been recorded; If not, the applicant should work with the adjacent property to record a pedestrian access easement to ensure that residents can safely walk to the Stephenson Highway sidewalk.



Vehicular and Bicycle Parking

Minimum vehicular parking requirements are contained in **Section 10.03**, outlined in the table below:

Proposed Use	Parking Calculation	Required Minimum Parking	Proposed Parking
Multi-Family Dwelling (1 bedroom unit)	1 per unit	101 units = 101 spaces	
Leasing Office	1 per 300 sq. ft. usable floor area	2,653 sq. ft = 9 spaces	
TOTAL		110 spaces	145 spaces

The existing site features approximately one-hundred and four (104) parking spaces. The applicant proposes to construct forty-one (41) additional parking spaces throughout the site; these will be provided in two new parking bays in the southwest corner of the site and one bay in the northeast corner.

Maximum parking calculations are contained in Section 10.04, which sets a maximum parking amount of 130% of the minimum. In this case, the maximum parking amount is 143 spaces. Two (2) parking spaces should be removed to comply with the maximum parking calculation.

Five (5) accessible parking spaces are required, including one (1) van-accessible space. Eight (8) accessible parking spaces, including two (2) van spaces are proposed, meeting the minimum requirement. However, staff recommends adding one (1) additional van-accessible space in the northern parking area, as only two (2) total accessible spaces are provided for entire northern parking area.

Bicycle parking requirements are contained in Section 10.07. Based on the number of proposed vehicular parking spaces, a total of ten (10) bicycle parking spaces are required. One (1) bicycle rack is proposed to the north of the clubhouse building, but it is unclear how many spaces are provided. At least one (1) additional bicycle rack with at least three (3) hoops should be provided on the eastern side of the site to provide better access to bike parking facilities for residents/guests in this area.

Landscaping

Landscaping requirements are contained in Article 11 of the Zoning Ordinance. As this project represents an adaptive reuse of an existing site, existing landscaping may be used to satisfy ordinance requirements in accordance with Section 11.09. However, in previous discussions, staff informed the applicant that they should attempt to bring site landscaping into greater conformance with the Zoning Ordinance than it exists today. The applicant has submitted a Landscape Plan which highlights existing trees and new landscaping, summarized in the table below:

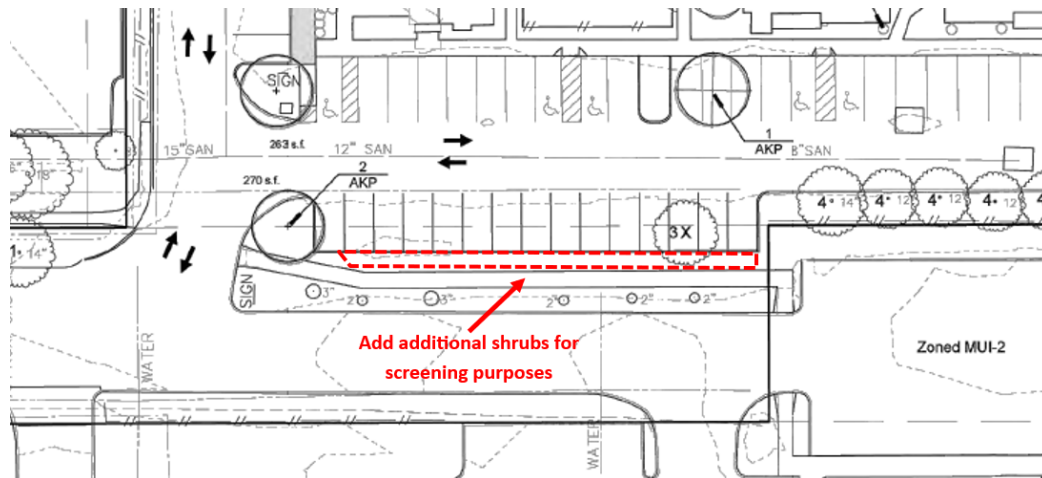
Landscaping Type	Calculation	Required Landscaping	Proposed Landscaping
Frontage Landscaping	1 deciduous/evergreen tree per 40 ft. road frontage. + 1 ornamental tree per 100 ft. of road frontage + 1 shrub per 5 ft of road frontage.	24 ft. road frontage (excluding driveway) 1 deciduous/evergreen tree 1 ornamental tree 5 shrubs	2 evergreen trees (existing) 2 ornamental trees (existing) 5 shrubs (2 existing, 3 new)

Landscaping Type	Calculation	Required Landscaping	Proposed Landscaping
Parking Lot Landscaping	<p><u>Interior Landscaping:</u> 5 sq. ft. of landscaping per parking space. And 1 deciduous tree per 100 sq. ft. of required landscaping.</p> <p><u>Perimeter Landscaping:</u> Same calculation as Frontage Landscaping, above</p>	<p><u>Interior Landscaping:</u> 143 spaces = 715 sq. ft. landscape area = 8 trees.</p> <p><u>Perimeter Landscaping:</u> Greenbelts where parking lots/drive aisles abut non-right-of-way property lines</p>	<p><u>Interior Landscaping</u> 1,943 sq. ft. landscape area and 8 trees.</p> <p><u>Perimeter Landscaping:</u> See comments below</p>
Interior Landscaping	<p>Landscape area shall comprise 5% of total impervious area.</p> <p>1 deciduous tree per 400 sq. ft. landscape area. + 2 shrubs per 400 sq. ft. landscape area</p>	<p>5,780 sq. ft interior landscape area</p> <p>15 deciduous trees</p> <p>29 shrubs.</p>	<p>69,000 sq. ft. interior landscape area</p> <p>20 trees (existing)</p> <p>87 shrubs (existing)</p>

Frontage Landscaping: The site has very limited right-of-way frontage along Stephenson Highway, consisting of the drive aisle and very narrow strips of grass on either side. Existing landscaping complies with frontage landscaping requirements.

Parking Lot Landscaping: The Zoning Ordinance requires that a curbed landscape island be provided for every 15 uninterrupted parking spaces. The existing parking lot does not feature any interior parking lot landscape islands. To comply with Ordinance standards, the applicant proposes to install five (5) new curbed landscape islands with trees, satisfying ordinance requirements.

In terms of perimeter landscaping, staff believes that additional shrubs should be installed adjacent to the new parking area along the southern property line, which would shield headlights shining onto the adjacent hotel use. Refer to the image below.



Interior Landscaping: Existing trees and shrubs, especially in the areas on the north side of the property, are adequate to satisfy interior landscaping requirements.

Exterior Lighting

Eight (8) existing pole lights will be maintained, with five (5) new poles installed throughout the site (primarily in the southeast corner of the property). A lighting/photometric plan has been provided. Pole heights and illumination levels meet Ordinance requirements.

Stormwater

An “Aquaswirl” stormwater quality control structure is proposed within the southern drive aisle. The details of the structure and its location will need to be confirmed as part of final Engineering Review.

Design Standards for Multi-Family/MUI-2

Multi-family residential uses are subject to the design standards of the Mixed-Use Innovation 2 district, Section 3.21.D. Per the applicant, the existing building exteriors are in good condition; therefore, no architectural, design, or material changes are proposed to the exterior of the buildings. The building exteriors primarily feature cement board siding, which is a permitted building material in the MUI-2 district. Given that this project represents an adaptive reuse of an existing site and existing buildings, staff finds that the project generally satisfies the design standards of the MUI-2 district.

Site Amenities

Per the application, proposed site amenities include a basketball court, fire pit, barbeque, dog walk, and central laundry area. The site currently features an outdoor pool; the applicant should clarify whether the pool is to remain.

Dumpster Enclosures

Two dumpster enclosures are proposed for the entire site: one in the northwest corner and one in the southeast corner. Staff questions whether or not this will be an adequate number of dumpsters to serve all of the residents. Additional information regarding anticipated trash generation should be provided.

Number of Units – Site Plan Amendment

The site plan denotes five (5) new units in the gatehouse building, for a total of 101 residential units. In a supplemental letter dated February 10th, 2025, the applicant indicates that, depending upon unique circumstances, they may or may not construct all five of these new units. Staff recommends that the Planning Commission approve the Major Site Plan to account for all five gatehouse units, and authorize the Community & Economic Development Department to approve an administrative minor site plan amendment in accordance with **15.04.6.E** for a reduced unit count if the applicants choose not to move forward with any or all of the gatehouse units.

Staff Analysis

Multi-family residential uses are permitted by right within the MUI-2 district. Therefore, unlike a Special Land Use review, the Planning Commission’s review of this site plan needs to be more objective in nature, focusing on whether or not the project satisfies the dimensional, site design, and architectural standards of the Zoning Ordinance. Staff is supportive of the project in that it converts an extended-stay hotel use focusing on short-term accommodations into a use that accommodates long-term rentals at an attainable rate, providing more housing for the workforce, smaller households, single people, among other types of demographics.

Staff finds that the proposed Major Site Plan is in substantial compliance with the site plan review criteria of **Section 15.04.5**, and that the project, with several conditions, will substantially comply with the site design standards of the Zoning Ordinance.

Per Section 15.04.D(6), the Planning Commission may approve a Major Site Plan subject to conditions necessary to address minor modifications to the plan. In order to ensure compliance with Zoning Ordinance standards and to verify the process for administrative flexibility, staff recommends several conditions of approval. Should the Planning Commission move to approve the Major Site Plan, staff suggests that the following conditions be incorporated as conditions of approval:

1. The Major Site Plan is approved for a total of one-hundred and one (101) residential units, including five (5) new units in the gatehouse building. If, in the future, the applicants choose not to move forward with all or any of the new gatehouse units, they shall be eligible to apply for an administrative minor site plan amendment through the Community and Economic Development (CED) Department to reflect the reduced unit count.
2. The following site plan modifications shall be included on a revised site plan, for final review and approval by CED:
 - a. Add a painted, hatched crosswalk across the main drive entrance into the site, as shown in the image included within the staff report dated March 10th, 2025. Additionally, add a new sidewalk connection and crosswalk running north/south in the same area as denoted within the image.
 - b. Confirm that a pedestrian access easement has been recorded for the existing sidewalk connection on the adjacent property to the west. If an easement has not been recorded, the applicant shall work with the adjacent property to record a pedestrian access easement. If an easement cannot be obtained, the applicant shall work with CED staff to provide a pedestrian connection to Stephenson Highway via the site plan amendment process.
 - c. Remove a minimum of two (2) parking spaces to comply with the maximum parking calculations.
 - d. Add one (1) additional van-accessible parking space in the northern parking area.
 - e. Provide at least one (1) additional bicycle rack with a minimum of three (3) hoops on the eastern side of the site to allow for better access to bike parking facilities.
 - f. Install additional shrubs adjacent to the new parking area along the southern property line to shield headlights shining onto the adjacent hotel use.
 - g. Details regarding the location of the stormwater quality control structure shall be confirmed, and may be modified, as part of final Engineering Review.
 - h. Provide information regarding anticipated trash generation and the adequacy of two (2) dumpster enclosures for the entire site; additional dumpster enclosures may be approved administratively by CED on a revised site plan.
 - i. Clarify whether or not the existing outdoor pool will remain; if proposed to be removed, this shall be reflected on a revised site plan for approval by CED.
3. Following the approval of a revised site plan by CED, the applicant shall submit for Final Engineering Plan review and a Site Plan Guarantee deposit in accordance with Section 15.04.

Next Step

After discussion, the Planning Commission may take action on the requested Major Site Plan in the form of a motion. Any motion shall include concise findings based upon the site plan review standards and criteria, Section 15.04.5. Per Section 15.04.3(D), the Planning Commission may postpone action on a Major Site Plan request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

A template motion of approval is provided on the following page.

Attachments

- **Major Site Plan application - PSPR #25-01**
- **Letter regarding gatehouse units (February 10th, 2025)**
- **Email regarding sidewalk easement (February 10th, 2025)**
- **Associated Maps**
- **Site Plan**
- **Section 3.21 – Mixed Use Innovation 2 District**
- **Section 15.04 – Site Plan Review**

Template Motion, Findings and Conditions

Staff offers the following motion of approval and findings 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. A motion for denial may follow this same outline.

MOTION BY _____, SECONDED BY _____, THAT, FOLLOWING DISCUSSION, THE PLANNING COMMISSION HEREBY **APPROVE** MAJOR SITE PLAN REQUEST NUMBER PSPR 25-01 FOR A 101-UNIT MULTI-FAMILY RESIDENTIAL APARTMENT PROJECT AT 32650 STEPHENSON HIGHWAY BASED UPON THE FOLLOWING FINDINGS

- 1. The applicant requests Major Site Plan approval to convert an existing hotel use into a multi-family residential use, featuring 101 total units, at 32650 Stephenson Highway, as permitted by Section 3.21 of the Zoning Ordinance, MUI-2 district.
- 2. Contingent upon several conditions, the proposed Major Site Plan is consistent with the site plan review standards and criteria set forth in Section 15.04.5 of the Zoning Ordinance. In particular:
 - a. The site plan is in substantial compliance with applicable site design standards contained in the Zoning Ordinance.
 - b. The location of existing development features, including principal and accessory buildings, open spaces, parking areas, driveways, and sidewalks minimize possible adverse impacts on adjacent properties and promote pedestrian and vehicular traffic safety.
 - c. Existing and proposed landscaping is of such a design and location that the proposed development’s impact on existing and future uses in the immediate area and vicinity and on residents and occupants is minimized and harmonious.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS

- 1. The Major Site Plan is approved for a total of one-hundred and one (101) residential units, including five (5) new units in the gatehouse building. If, in the future, the applicants choose not to move forward with all or any of the new gatehouse units, they shall be eligible to apply for an administrative minor site plan amendment through the Community and Economic Development (CED) Department to reflect the reduced unit count.
- 2. The following site plan modifications shall be included on a revised site plan, for final review and approval by CED:
 - a. Add a painted, hatched crosswalk across the main drive entrance into the site, as shown in the image included within the staff report dated March 10th, 2025. Additionally, add a new sidewalk connection and crosswalk running north/south in the same area as denoted within the image.
 - b. Confirm that a pedestrian access easement has been recorded for the existing sidewalk connection on the adjacent property to the west. If an easement has not been recorded, the applicant shall work with the adjacent property to record a pedestrian access easement. If an easement cannot be obtained, the applicant shall work with CED staff to provide a pedestrian connection to Stephenson Highway via the site plan amendment process.
 - c. Remove a minimum of two (2) parking spaces to comply with the maximum parking calculations.

- d. Add one (1) additional van-accessible parking space in the northern parking area.
 - e. Provide at least one (1) additional bicycle rack with a minimum of three (3) hoops on the eastern side of the site to allow for better access to bike parking facilities.
 - f. Install additional shrubs adjacent to the new parking area along the southern property line to shield headlights shining onto the adjacent hotel use.
 - g. Details regarding the location of the stormwater quality control structure shall be confirmed, and may be modified, as part of final Engineering Review.
 - h. Provide information regarding anticipated trash generation and the adequacy of two (2) dumpster enclosures for the entire site; additional dumpster enclosures may be approved administratively by CED on a revised site plan.
 - i. Clarify whether or not the existing outdoor pool will remain; if proposed to be removed, this shall be reflected on a revised site plan for approval by CED.
3. Following the approval of a revised site plan by CED, the applicant shall submit for Final Engineering Plan review and a Site Plan Guarantee deposit in accordance with Section 15.04.

PSPR 25-01 : 32650 Stephenson Hwy



Site Address: 32650 Stephenson Hwy



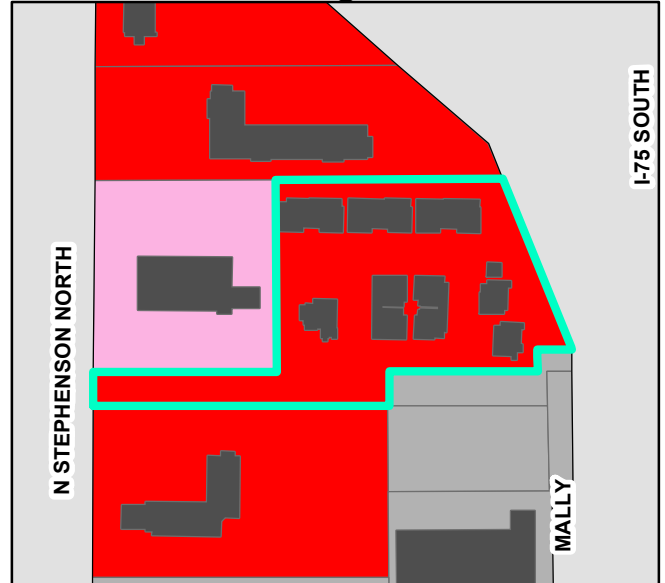
[Click for Maps](#)

Aerial



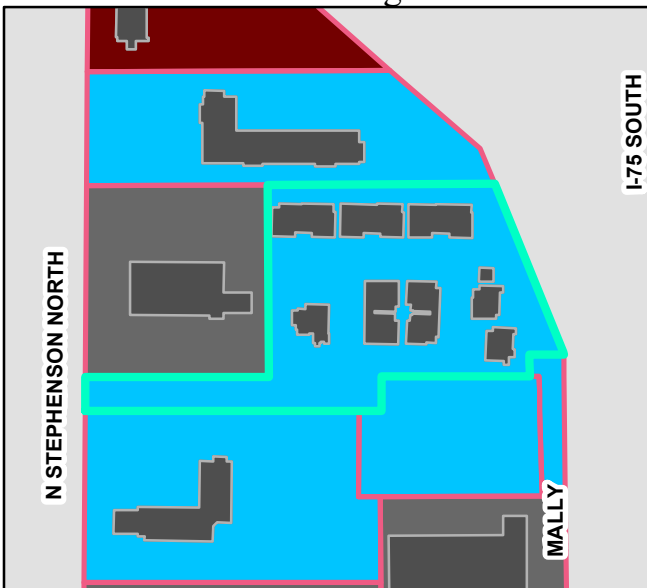
32650 Stephenson Hwy Parcels

Existing Land Use



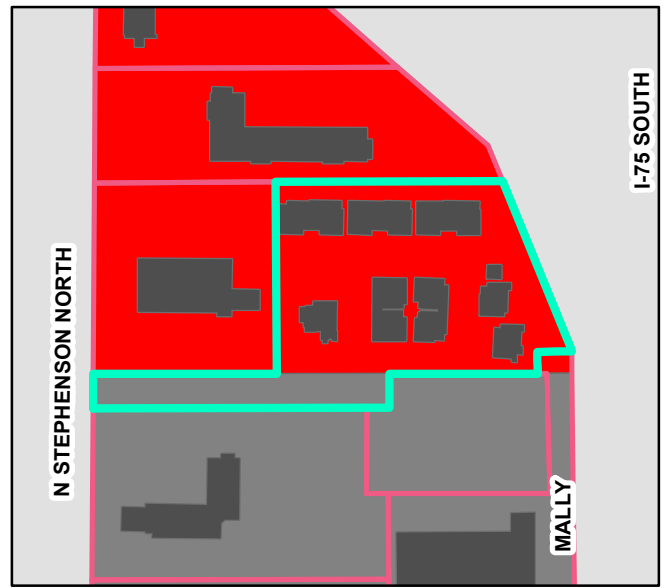
32650 Stephenson Hwy Commercial
 Buildings Industrial
 Office

Zoning



32650 Stephenson Hwy MUI2
 Parcels M-2
 B-3

Future Land Use



32650 Stephenson Hwy Industrial
 Commercial Parcels



CITY OF MADISON HEIGHTS
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
MAJOR SITE PLAN REVIEW APPLICATION

I. APPLICANT INFORMATION

Applicant L2L Madison Heights, LLC
Applicant Address 7700 Old Georgetown Road, Suite 700
City Bethesda State MD ZIP 20814
Interest in Property (owner, tenant, option, etc.) Under Contract to Purchase
Contact Person Sam DiFrank
Telephone Number (301) 986 - 6065 Email Address samdifrank@saulurban.com

II. PROPERTY INFORMATION

Property Address 32650 Stephenson Hwy
Tax ID 44-25-02-176-026 Zoning District MUI-2
Owner Name (if different than applicant) Grand Prix Troy (SE) LLC
Address 125 East John Carpenter Freeway, Suite 1650
City Irving State TX Zip 75062
Telephone Number 214-501-5765 Email Address ellison.riley@highgate.com

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name Jason Emerine Company Seiber Keast Lehner, Inc.
Address 17001 19 Mile Road, Suite 3
City Clinton Township State MI Zip 48038
Telephone Number (312) 371 - 9398 Email Address jason@skl-eng.com

MAJOR SITE PLAN REVIEW APPLICATION

IV. PROJECT NAME

Residence Inn - Redevelopment

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Saul Urban has identified the Residence Inn as an opportunity to rehabilitate a commercial property to contribute to solving the shortage of middle-income housing. The Residence Inn property consists of thirteen two-story structures on 4.24 acres of land with parking for 106 automobiles. Saul Urban will operate the 96 guestrooms as 96 apartments in a mix of Studio and 1 bed + loft units and construct additional apartments in the gatehouse building.

Saul Urban completed its initial property inspection, walking 100% of guestrooms that were designed as apartment floorplans with fully equipped kitchens. The existing property conditions are very good. Saul Urban's in-house project management team will renovate the existing hotel guestrooms by completing carpet and hard floor replacements, new paint, and MEP repair and replacements as needed. Apartments are fully sprinklered, the roof was replaced in 2019, and resident access is by FOB. Saul Urban plans to reseal and restripe the existing pavement and increase parking to a total of 145 parking spaces. Amenities will include basketball court, fire pit, barbeque, dog walk, and central laundry.

VI. APPLICANT CERTIFICATION

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

Printed Name Sam D. Frank Signature Sam D. Frank Date 2/10/25
Authorized Rep for L2L Madison Heights, LLC

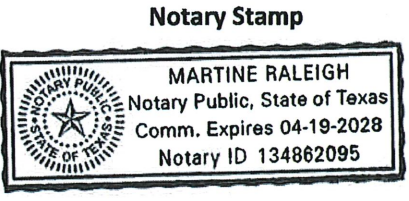
VII. PROPERTY OWNER CERTIFICATION

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 William Graham Rumble Signature William Graham Rumble Date 2/10/25

Notary for Property Owner:

Subscribed and sworn before me, this 10 day of FEBRUARY 2025.
 A Notary Public in and for DALLAS County, Michigan.
 Notary Name (Print): MARTINE RALEIGH TEXAS
 Notary Signature: [Signature]
 My Commission Expires: 4.19.2028



STAFF USE ONLY
[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE: _____ SITE PLAN NO.: PSPR # _____
 > Technical Review Committee Review DATE APPLICATION RECEIVED: _____
 o Residential (Multi-Family): \$700 RECEIVED BY: _____
 o Non-Residential: \$850
 > Planning Commission Review: \$1,000

MAJOR SITE PLAN REVIEW CHECKLIST

Refer to **Section 15.04** for full Zoning Ordinance requirements for Major Site Plans

The following information shall be required on all Major Site Plans:

- Title block with name of proposed development, and the name, address and phone number of the property owner, developer and architect/engineer. All sheets of the plan shall bear a stamped, countersigned seal of the registered professional who prepared the plan.
- Location map showing the proposed site location, zoning classifications and major roads.
- The site plan shall be drawn to scale not less than one-inch equals 50 feet.
- Date, north arrow, and scale.
- Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
- 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.
- Demolition Plan
- The percentage of land area devoted to building, paved, and open space.
- All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths within 50 feet of the subject property lines.
- Number of parking spaces and location of loading areas, ADA parking spaces, and access routes on the subject property. The total number of parking and loading/unloading spaces to be provided and the method by which the required parking was calculated shall be noted. The dimensions of proposed parking spaces and maneuvering lanes shall also be provided.
- Location and height of all walls, fences, and landscaping.
- Location and widths of all abutting streets, existing and proposed rights-of-way, easements, and pavement.
- Type of existing and proposed surfacing of all drives, parking areas, loading areas, roads, and other paved areas.

- Elevations (front, sides, and rear views) of all sides of the building(s), including types of facing materials to be used on structures.
- A floor plan showing the specific use areas of all existing and proposed buildings on site.
- Density calculations (for multi-family or mixed-use residential projects).
- Principal and accessory buildings and any exterior outdoor storage areas.
- Designation of units by type of buildings.
- Sidewalks and pedestrian or bicycle paths.
- Bicycle rack location(s) and details.
- Exterior lighting locations, type of fixtures, and methods of shielding.
- Exterior lighting photometric plan.
- Trash receptacle and transformer locations and method of screening, including details
- Drive or street approaches, including acceleration, deceleration, and passing lanes, where appropriate or required.
- All utilities located on or serving the site, including sizes of water and sewer lines, wells, proposed hydrants, and proposed fire suppression line into the building. Sanitary leads and sanitary sewers shall also be shown.
- Designation of fire lane(s).
- Location(s) of signs (note: separate sign permit required).
- Preliminary storm system layout and flow arrows demonstrating that storm flow connections and disposal methods are feasible.
- Typical existing and proposed cross-sections for streets, roads, alleys, parking lots, etc., as applicable, including rights-of-way.
- 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.
- Location of all tree stands and measures to be taken to protect existing on-site trees not proposed for removal as part of the development.

- Landscape plan showing species, spacing, and size of each tree and plant material and ground cover.
- The applicant for site plan review shall complete and submit the “Hazardous Substances Reporting Form” and the “EGLE Environmental Permits Checklist”
- The following additional information:
 - N/A ➤ Public or private wells on site.
 - N/A ➤ Septic systems and other wastewater treatment systems, including the location of all sub-components of the system.
 - N/A ➤ Interior and exterior areas to be used for the storage, use, loading, recycling, production or disposal of any hazardous substances and polluting materials.
 - N/A ➤ Existing and proposed underground and aboveground storage tanks and material stored therein.
 - Exterior and interior drains, dry wells, catch basins, retention/detention areas, sumps, and other facilities designed or intended to collect, store, or transport stormwater or wastewater. The point of discharge for all drains and pipes shall be specified.
 - N/A ➤ Wetlands, watercourses, and drains.
 - Soil characteristics of the parcel, at least to the detail provided by the U.S. Soil Conservation Service – Soil Survey.
 - N/A ➤ Aras on site which are known or suspected to be contaminated, along with a report on the nature of the contamination and the status of clean-up efforts, if applicable.
- N/A A receipt of submission to all applicable reviewing jurisdictions, such as county, state, or federal agencies.

The Planning and Zoning Administrator may waive particular site plan submittal items upon a determination that such items are not necessary to deem compliance with Zoning Ordinance standards.

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HAZARDOUS CHEMICAL SURVEY
GUIDELINES & INSTRUCTIONS
FOR COMPLETING 'RIGHT-TO-KNOW' SURVEY FORM

Following are suggestions for completing the Hazardous Chemicals portion of the 'Right-To-Know' form by section. Please *type* or *print* with a dark pen or felt tip pen to aid in reproduction for our local emergency response files:

- A. Street address and telephone number for your business/ firm

7700 Old Georgetown Road, Suite 700, Bethesda, MD 20814; 301.986.6090

- B. Your business/ firm name

L2L Madison Heights, LLC

- C. Phone numbers (including area code) where we can reach someone for help in the event of an emergency during off-hours

240-380-0869

- D. Hazardous Chemicals (as defined in the Federal Hazard Communications Standard)

N/A

MATERIAL:

We require a listing of Hazardous Chemicals used or stored on your site. Please use chemical name if it is known. The list must include all hazardous chemicals that may be present in quantities indicated on the attached hazardous chemical list. If you believe a lesser quantity of a chemical will cause a hazard, you are encouraged to include it. We recognize that some facilities, especially warehouses, handle and store differing quantities of material during the year. We suggest listing a typical product mix indicating the season.

QUANTITY:

Estimates of MAXIMUM QUANTITY on site at any time. Please show units, e.g., lbs., gals., cu. ft., etc.

MDOT Number:

Include the Michigan Department of Transportation identification number if known.

N/A

**A MATERIALS SAFETY DATA SHEET IS REQUIRED
FOR EACH HAZARDOUS CHEMICAL REPORTED.**

If you have *no* hazardous chemicals at your business site,
Please designate with **N/A or NONE.**



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

PERMIT INFORMATION

Michigan.gov/EGLEPermits

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has prepared a list of key questions to help identify what EGLE permits, licenses, or approvals of a permit-like nature may be needed. By contacting the appropriate offices indicated, you will help reduce the possibility that your project or activity will be delayed due to the untimely discovery of additional permitting requirements later in the construction process. While this list covers the existence of permits and approvals required from EGLE, it is not a comprehensive list of all legal responsibilities. A useful way to learn whether other requirements will apply is to go through the Self-Environmental Assessment in the Michigan Guide to Environmental, Health, and Safety Regulations, online at: Michigan.gov/EHSGuide. Please call the Environmental Assistance Center at 800-662-9278 to talk with any of the EGLE programs noted below.

How Do I Know that I Need a Construction Permit?

- 1) Will your business involve the installation or construction of any process equipment that has the potential to emit air contaminants (e.g. dry sand blasting, boilers, standby generators)? Air Quality Permit to Install, Air Quality Division (AQD), [Permit Section](#)

Yes No

- 2) Does the project involve renovating or demolishing all or portions of a building? Notification is required for asbestos removal and required for all demolitions even if the structure never contained asbestos. Asbestos Notification, AQD, [Asbestos Program](#), 517-284-6777

Yes No

- 3) Please consult the [Permitting at the Land and Water Interface Decision Tree](#) document to evaluate whether your project needs a land and water management permit (i.e., Does the project involve filling, dredging, placement of structures, draining, or use of a wetland?). Land and Water Featured Programs (Water Resources Division - WRD) - [Joint Permit Application](#), 517-284-5567:

- a. Does the project involve construction of a building or septic system in a designated Great Lakes high risk erosion area?

Yes No

- b. Does the project involve dredging, filling, grading, or other alteration of the soil, vegetation, or natural drainage, or placement of permanent structures in a designated environmental area?

Yes No

c. Does the project propose any development, construction, silvicultural activities or contour alterations within a designated critical dune area?

Yes No

d. Does the project involve construction of a dam, weir or other structure to impound flow?

Yes No

4) Does the project involve an earth change activity (including land balancing, demolition involving soil movement, and construction) or does the project involve construction which will disturb one or more acres that come into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water? [Soil Erosion and Construction Storm Water](#), 269-567-3515, or Local Agency

Yes No

5) Does the project involve the construction or alteration of a water supply system or sewage disposal system for a manufactured housing project? [Drinking Water & Environmental Health Division](#) (DWEHD), 517-284-6524

Yes No

6) Does the project involve construction or alteration of any sewage collection or treatment facility? [WRD, Part 41 Construction Permit](#) Program ([staff](#)), 906-228-4527, or [EGLE District Office](#)

Yes No

7) Public Swimming Pool Construction (Spas/Hot Tubs) Permits: Will your business involve the construction or modification of a public swimming pool, spa or hot tub? [Public Swimming Pool Program](#), 517-284-6541, or [EGLE District Office](#)

Yes No

8) Does the project involve the construction or modification of a campground? DWEHD, [Campgrounds program](#), 517-284-6529

Yes No

9) Does the project involve construction of a facility that landfills, transfers, or processes of any type of solid non-hazardous waste on-site, or places industrial residuals/sludge into or onto the ground? Materials Management Division (MMD), [Solid Waste](#), 517-284-6588, or [EGLE District Office](#)

Yes No

10) Does the project involve the construction of an on-site treatment, storage, or disposal facility for hazardous waste? MMD, Hazardous Waste Section, [Treatment, Storage and Disposal](#), 517-284-6562

Yes No

Who Regulates My Drinking (Potable) Water Supply?

11) I am buying water from my community water supply (i.e. city of Detroit or Grand Rapids), Contact Local Water Utility, 517-284-6512

Yes No

12) I have a Non-Community Water Supply (Type II) [Guide, Contact \(District or County\) Local Health Department](#), 517-485-0660

Yes No

13) I am a community water supply (Type I) [Community Water Supply, DWEHD District Office, Community Water Supply Program](#), 517-284-6512

Yes No

14) Do you desire to develop a [withdrawal of over 2,000,000 gallons of water per day](#) from any source including groundwater, inland surface water, or the Great Lakes and their connecting waterways? WRD, Great Lakes Shorelands Unit, Water Use Program, 517-284-5563

Yes No

Who Regulates My Drinking (Potable) Water Supply?

15) NPDES: Does the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, or other surface water? WRD, [EGLE District Office](#), or [National Pollutant Discharge Elimination \(NPDES\) Permit Program](#), 517-284-5568

Yes No

16) Does the facility have industrial activity that comes into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water? WRD, Permits Section, or [EGLE District Office](#), 517-284-5588

Yes No

17) Does the project involve the discharge of wastewaters into or onto the ground (e.g. subsurface disposal or irrigation)? WRD, [Groundwater Permits Program](#), 517-290-2570

Yes No

18) Does the project involve the drilling or deepening of wells for waste disposal? [Oil, Gas and Minerals Division](#) (OGMD), 517-284-6841

Yes No

What Operational Permits are Relevant to My Operation and Air Emissions?

19) Renewable Operating Permit: Does your facility have the potential to emit any of the following: 100 tons per year or more of any criteria pollutant; 10 tons per year or more of any hazardous air pollutant; or 25 tons per year or more of any combination of hazardous air pollutants? AQD, [Permit Section](#), 517-284-6634

Yes No

20) Does your facility have an electric generating unit that sells electricity to the grid and burns a fossil fuel? AQD, [Acid Rain Permit Program](#), 517-780-7843

Yes No

What Operational Permits are Relevant to My Waste Management?

21) Does the project involve landfilling, transferring, or processing of any type of solid non-hazardous waste on-site, or placing industrial residuals/sludge into or onto the ground? [MMD](#), 517-284-6588 or [EGLE District Office](#)

Yes No

22) Does the project involve the on-site treatment, storage, or disposal of hazardous waste? [MMD](#), [Hazardous and Liquid Waste](#), 517-284-6562

Yes No

23) Does the project require a site identification number (EPA number) for regulated waste activities (used oil, liquid waste, hazardous waste, universal waste, PCBs)? ([Hazardous Waste Program Forms & License Applications](#)) [MMD](#), [EGLE District Office](#), 517-284-6562

Yes No

- 24) Does the project involve the receipt, possession, manufacture, use, storage, transport, transfer, release, or disposal of radioactive material in any form? MMD, [Radioactive Material and Standards Unit](#), 517-284-6581
- Yes No
- 25) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD [Radioactive Material and Standards Unit](#), 517-284-6581
- Yes No
- 26) Does the project involve the generation of medical waste or a facility that treats medical waste prior to its disposal? MMD, [Medical Waste Regulatory Program](#), 517-284-6594
- Yes No

What Sector-Specific Permits May be Relevant to My Business?

Transporters

- 27) Does the project involve the transport of some other facility's non-hazardous liquid waste? MMD, [Transporter Program](#), 517-284-6562
- Yes No
- 28) Does the project involve the transport of hazardous waste? MMD, [Transporter Program](#), 517-284-6562
- Yes No
- 29) Do you engage in the business of transporting bulk water for drinking or household purposes (except for your own household use)? DWEHD, [Water Hauler Information](#), 517-284-6527
- Yes No
- 30) Does the project involve transport of septic tank, cesspool, or dry well contents or the discharge of septage or sewage sludge into or onto the ground? DWEHD, [Septage Program](#), 517-284-6535
- Yes No
- 31) Do you store, haul, shred or process scrap tires? MMD, [Scrap Tire Program](#), 517-284-6586
- Yes No

Sectors

- 32) Is the project a dry-cleaning establishment utilizing perchloroethylene or a flammable solvent in the cleaning process? AQD, [Dry Cleaning Program](#), 517-284-6780
- Yes No
- 33) Does your laboratory test potable water as required for compliance and monitoring purposes of the Safe Drinking Water Act? [Laboratory Services Certifications](#), 517-284-5424
- Yes No
- 34) Does the project involve the operation of a public swimming pool? DWEHD, [Public Swimming Pool Program](#), 517-284-6529
- Yes No
- 35) Does the project involve the operation of a campground? DWEHD, [Campgrounds program](#), 517-284-6529
- Yes No

What Permits Do I Need to Add Chemicals to Lakes and Streams?

- 36) Are you applying a chemical treatment for the purpose of aquatic nuisance control (pesticide/herbicide etc.) in a water body (i.e. lake, pond or river)? WRD, [Aquatic Nuisance Control](#), 517-284-5593
- Yes No
- 37) Are you applying materials to a water body for a water resource management project (i.e. mosquito control treatments, dye testing, or fish reclamation projects)? WRD, [Surface Water Assessment Section](#), 517-331-5228
- Yes No

Why would I be subject to Oil, Gas and Mineral Permitting?

- 38) Do you want to operate a central production facility (applies to oil and gas production facilities where products of diverse ownership are commingled)? OGMD, [Petroleum Geology and Production Unit](#), 517-284-6826
- Yes No

- 39) Does the project involve the removal of sand from a sand dune area within two (2) miles of a Great Lakes shoreline? OGMD, Minerals and Mapping Unit, [Sand Dune Mining Program](#), 517-284-6826

Yes No

- 40) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD, [Radioactive Protection Programs](#), 517-284-6581

Yes No

[Petroleum and Mining](#), OGMD, 517-284-6826

- 41) Does the project involve the diversion and control of water for the mining and processing of low-grade iron ore?

Yes No

- 42) Does the project involve the surface or open-pit mining of metallic mineral deposits?

Yes No

- 43) Does the project involve the mining of nonferrous mineral deposits at the surface or in underground mines?

Yes No

- 44) Does the project involve mining coal?

Yes No

- 45) Does the project involve changing the status or plugging of a mineral well?

Yes No

- 46) Does the project involve the drilling or deepening of wells for brine production, solution mining, storage, or as test wells?

Yes No

[Permits and Bonding](#), OGMD, 517-284-6841

- 47) Do you want to change the status of an oil or gas well (i.e. plug the well)?

Yes No

- 48) Does the project involve drilling of oil, gas, brine disposal, secondary recovery, or hydrocarbon storage wells?

Yes No

If you need further assistance, please fill out the information below and email the form to EGLE-assist@Michigan.gov.

Requestor Information

First and Last Name: N/A

Requestor Phone Number: N/A

Requestor E-Mail: N/A

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at EGLE-NondiscriminationCC@Michigan.gov or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

LEGAL DESCRIPTION

Land Situated in the State of Michigan, County of Oakland, City of Madison Heights.

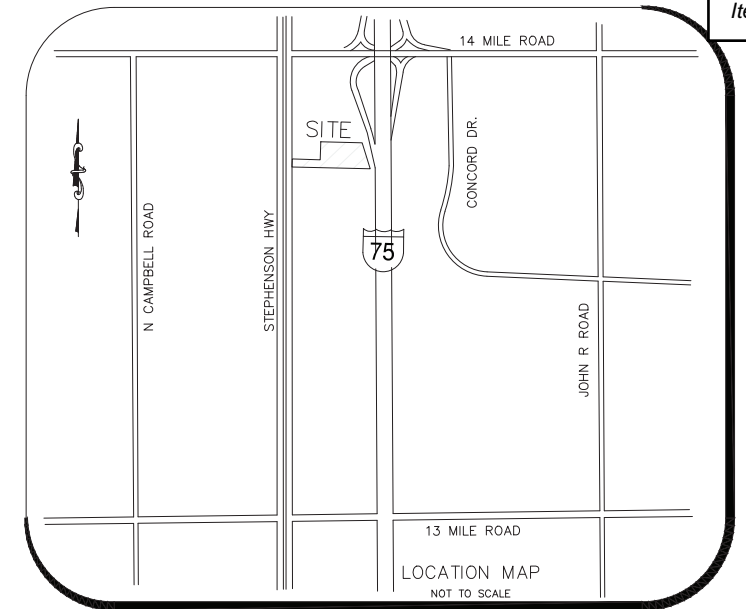
Part of the Northwest 1/4 of Section 2, Town 1 North, Range 11 East described as: Commencing at the North 1/4 corner of Section 2; thence along the North-South 1/4 line of said Section, South 00 degrees 09 minutes 23 seconds West 890.17 feet; thence North 89 degrees 21 minutes 15 seconds West 116.75 feet to a point on the Westerly right-of-way line of Interstate 75 and the point of beginning; thence along said line, South 21 degrees 18 minutes 00 seconds East 319.15 (measured as 319.16) feet; thence South 00 degrees 09 minutes 23 seconds West 4.15 feet; thence North 89 degrees 50 minutes 37 seconds West 60.00 feet, thence South 00 degrees 09 minutes 23 seconds West 38.00 feet; thence North 89 degrees 05 minutes 15 seconds West 239.86 feet; thence South 01 degree 00 minutes 26 seconds West 60.00 feet; thence North 89 degrees 05 minutes 15 seconds West 513.20 feet to a point on the Easterly right of way line of Stephenson Highway (204 feet wide); thence along said right-of-way line, North 00 degrees 58 minutes 08 seconds East 60.00 feet; thence South 89 degrees 05 minutes 15 seconds East 317.00 feet; thence North 00 degrees 58 minutes 08 seconds East 336.57 (measured as 336.57) feet; thence South 89 degrees 21 minutes 15 seconds East 394.56 feet to the point of beginning.

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SITE PLAN FOR: RESIDENCE INN - REDEVELOPMENT

A MULTI FAMILY REDEVELOPMENT SECTION 2, TOWN 1N, RANGE 11E, CITY OF MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN

PREPARED FOR:
L2L MADISON HEIGHTS LLC,
7700 OLD GEORGETOWN ROAD, SUITE 700
BETHESDA, MD 20814

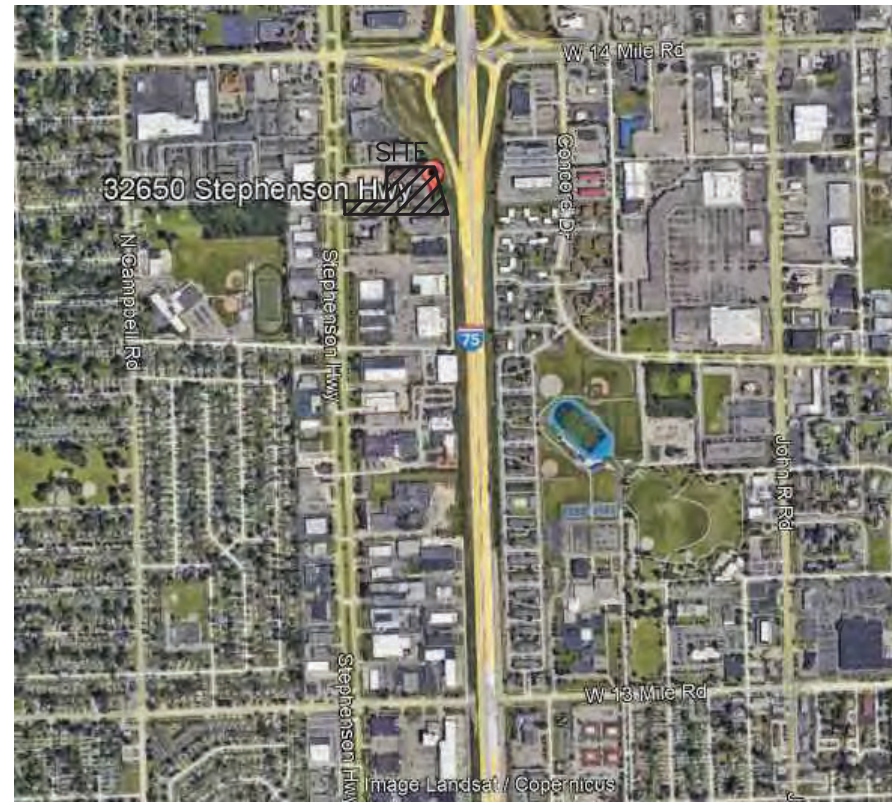


BENCHMARKS

- SITE BENCHMARK #1:
ARROW ON HYDRANT
ELEV.= 615.62 (NAVD88)
- SITE BENCHMARK #2:
ARROW ON HYDRANT
ELEV.= 615.62 (NAVD88)
- SITE BENCHMARK #3:
ARROW ON HYDRANT
ELEV.= 615.62 (NAVD88)

UTILITY STATEMENT

ALL EXISTING UTILITIES HAVE BEEN FIELD LOCATED WHERE VISIBLE. UNDERGROUND LOCATIONS HAVE BEEN TAKEN FROM RECORD DOCUMENTS AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, EXACTNESS OR CORRECTNESS OF LOCATIONS. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES AND RELOCATE AS NECESSARY TO AVOID CONFLICTS WITH NEW CONSTRUCTION.

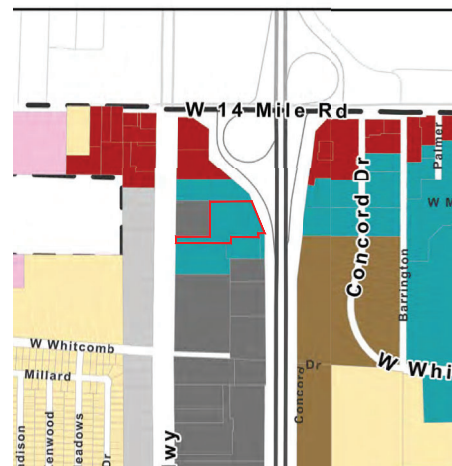


PROJECT / SITE AERIAL

NOT TO SCALE

Sheet List Table

Sheet Number	Sheet Title
01	COVER SHEET
02	BOUNDARY TOPOGRAPHIC SURVEY
03	DEMOLITION PLAN
04	SITE PLAN
05	RAMP DETAILS
06	UTILITY PLAN
07-08	SOIL INVESTIGATIONS
L1-L2	LANDSCAPE PLAN
SPA-a01-04	ARCHITECTURAL
1 of 1	PHOTOMETRIC PLAN



Zoning Map

City of Madison Heights, Michigan

May 13th, 2024

- B-1 Neighborhood Business District
- B-2 Community Business District
- B-3 Regional Business District
- CC City Center
- M-1 Light Industrial District
- M-2 Heavy Industrial District
- M-3 Mixed Use Innovation
- M-4 Mixed Use Innovation
- N-P Natural Preservation and Recreation District
- O-1 Office Building District
- R-1 One-Family Residential District
- R-2 One-Family Residential District
- R-3 One-Family Residential District
- R-4 One-Family Residential District
- R-5 One-Family Residential District
- R-6 One-Family Residential District
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- R-100 One-Family Residential District

SKL SEIBER KEAST LEHNER ENGINEERING | SURVEYING

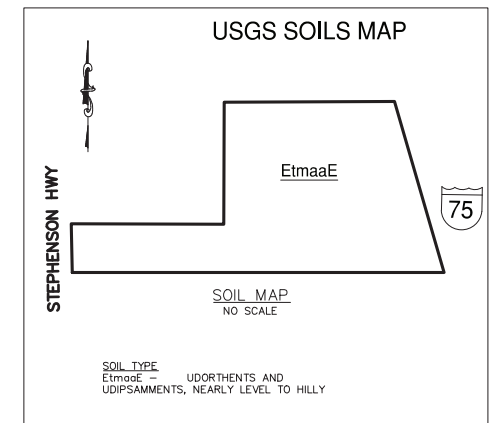
CLINTON TOWNSHIP OFFICE
THIRTY NINETEEN MILE ROAD, SUITE 3
CLINTON TOWNSHIP, MI 48036
888.42.7086

FARMINGTON HILLS OFFICE
38806 COUNTRY CLUB DRIVE, SUITE C8
FARMINGTON HILLS, MI 48331
248.300.3391

BOUNDARY & TOPOGRAPHIC SURVEY BY:

ALPINE ENGINEERING, INC.
CIVIL ENGINEERS & LAND SURVEYORS

46892 WEST ROAD SUITE 109
NOVI, MICHIGAN 48377
248.926.3701



PROJECT NUMBER:	REV. #	REV. DATE	REVISION INFO.
24-261	-	-	-
PROJECT MANAGER:	-	-	-
J.KING	-	-	-
DRAWN BY:	-	-	-
E.LEPCZAK	-	-	-
CHECKED BY:	-	-	-
J.EMERINE	-	-	-
DATE:	-	-	-
02-10-25	-	-	-
OFFICE:	-	-	-
CLINTON TWP	-	-	-



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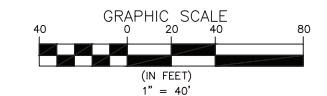
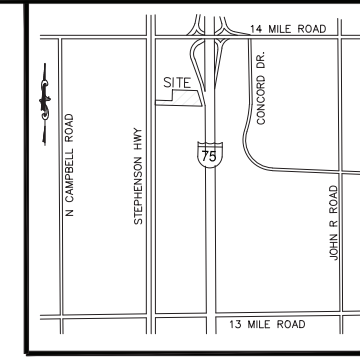
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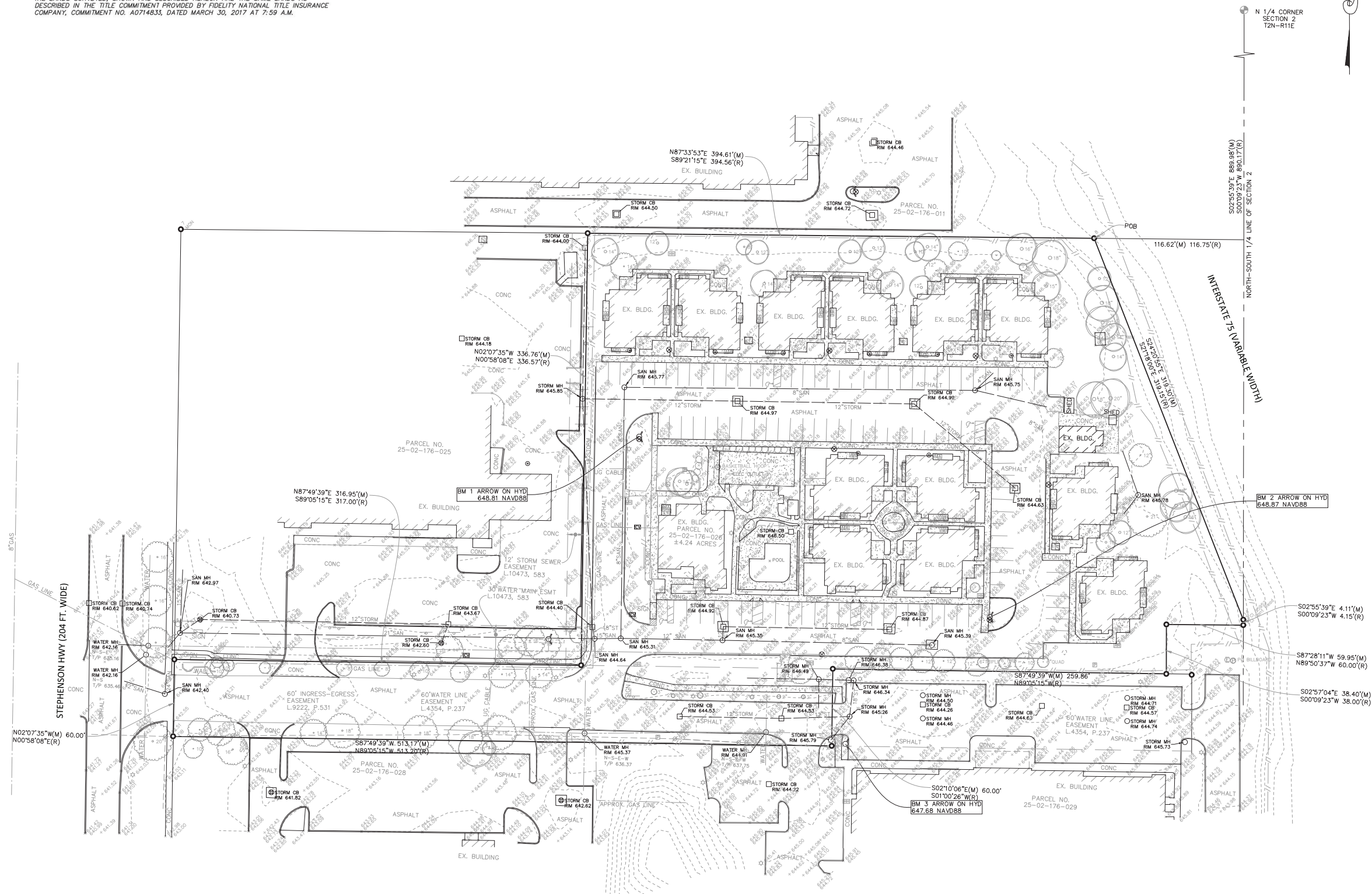
BENCHMARKS

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SITE BENCHMARK #3: ARROW ON HYDRANT ELEV.= 615.62 (NAVD88)



SEIBER KEAST LEHNER ENGINEERING | SURVEYING
CLINTON TOWNSHIP SURVEYOR
FARMINGTON HILLS OFFICE
1700 N. HUNTERS HILL ROAD, SUITE 300
FARMINGTON HILLS, MI 48334
(248) 477-7000

Item 5.



- LEGEND
EX. CATCH BASIN
EX. MANHOLE
EX. END SECTION
EX. OVERFLOW STRUCTURE
EX. DOWNSPOUT/ROOF DRAIN
EX. CLEANOUT
EX. WATER WELL
EX. HYDRANT
EX. WATER SHUTOFF
EX. FIRE DEPT. CONNECTION
EX. IRRIGATION CONTROL VALVE
EX. LIGHTPOLE
EX. UTILITY POLE
EX. GUY ANCHOR
EX. TRAFFIC SIGNAL
EX. GAS SHUTOFF
EX. GAS VENT
EX. HANDHOLE
EX. PEDESTAL
EX. TRANSFORMER
EX. GENERATOR
EX. GAS METER
EX. ELECTRIC METER
EX. ELECTRICAL OUTLET
EX. UTILITY MARKER
EX. HVAC
EX. RAILROAD SIGNAL
EX. SIGN
EX. POST/BOLLARD
EX. FLAGPOLE
EX. MAILBOX
EX. PARKING METER
EX. SATELLITE DISH
EX. SOIL BORING
EX. MONITOR WELL
EX. FOUND IRON
EX. SET IRON
EX. BOULDER
EX. TREE STUMP
EX. TREE
EX. TREE TAG & NUMBER
EX. TREE LINE
EX. FENCE
EX. SANITARY SEWER
EX. STORM SEWER
EX. WATER MAIN
EX. ELECTRIC CABLE
EX. COMMUNICATION
EX. GAS LINE
EX. OVERHEAD LINE

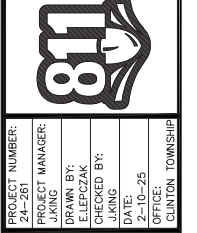
NOTE: BEARING BASED ON MICHIGAN STATE PLANE COORDINATES, NAD83, MICHIGAN SOUTH ZONE.

NOTE: TOPOGRAPHIC SURVEY HAS BEEN PROVIDED BY ALPINE ENGINEERING, INC. DATE 01-13-2025



Table with columns: REV. #, REV. DATE, REVISION INFO.

3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 1-800-482-7171



CLIENT INFO: L2L MADISON HEIGHTS, LLC. 7700 OLD GEORGETOWN ROAD, SUITE 100 BETHESDA, MD 20814
PROJECT MANAGER: J. JUNG
DRAWN BY: E. LEPCZAK
CHECKED BY: J. JUNG
ATTN: BRANDY WALTERHOEFER Brandy.Walterhoefe@sealurban.com
PHONE: (301) 986-6090
FAX: (301) 986-6090
OFFICE: CLINTON TOWNSHIP

PROJECT NAME: RESIDENCE INN - REDEVELOPMENT
PART OF THE NORTHWEST 1/4 SECTION 2, T.1N., R. 11E., CITY OF MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN
SHEET TITLE: BOUNDARY TOPOGRAPHIC SURVEY
PAGE NO.: 02

LEGAL DESCRIPTION

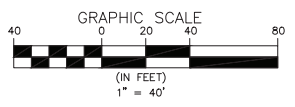
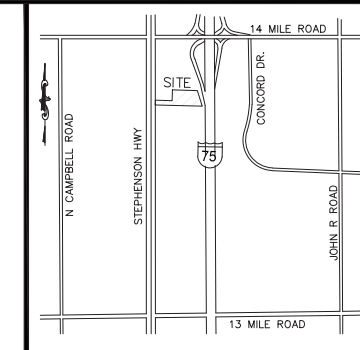
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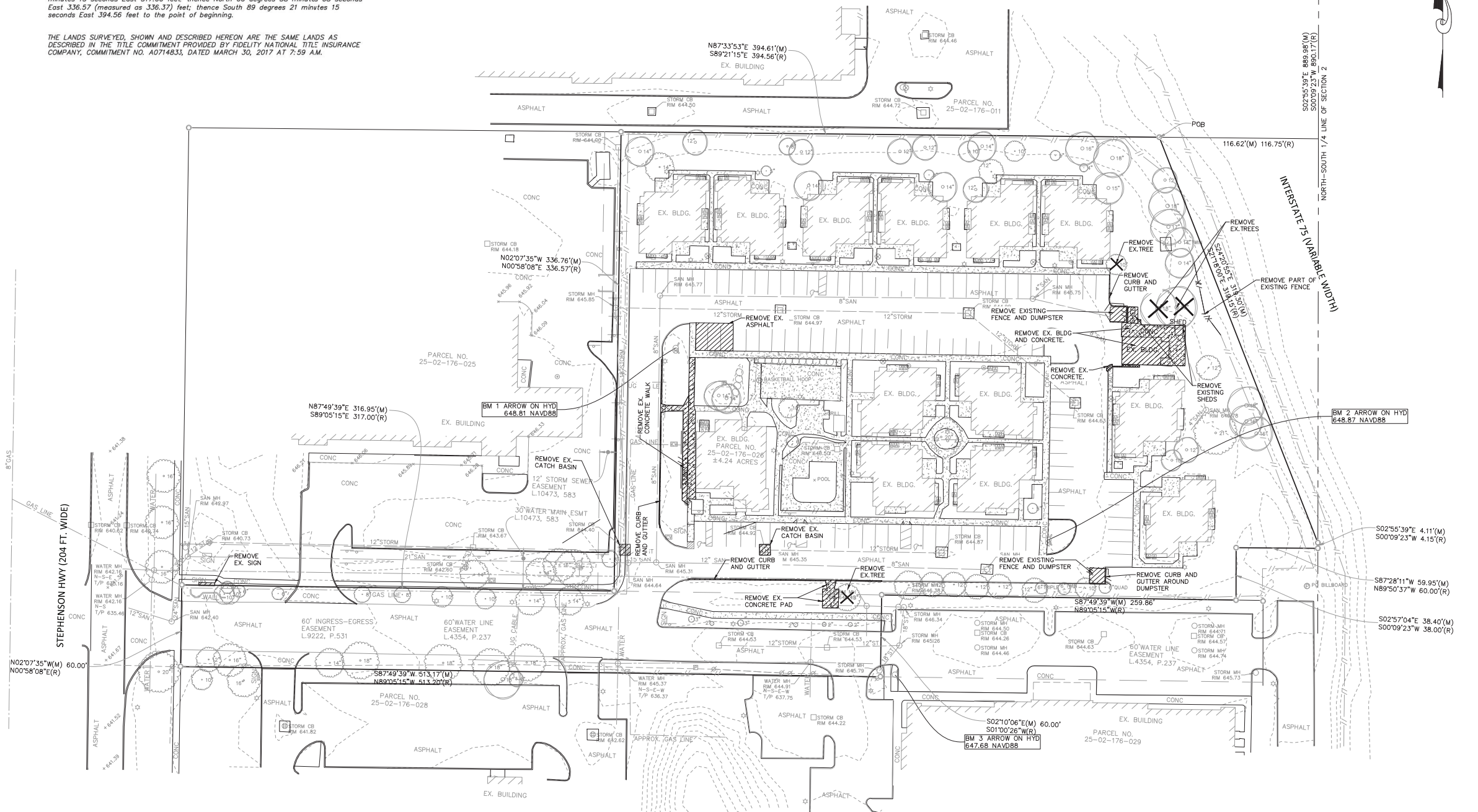
BENCHMARKS

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LEGEND

- EX. CATCH BASIN, EX. MANHOLE, EX. END SECTION, EX. OVERFLOW STRUCTURE, EX. DOWNSPOUT/ROOF DRAIN, EX. CLEANOUT, EX. WATER WELL, EX. HYDRANT, EX. WATER SHUTOFF, EX. FIRE DEPT. CONNECTION, EX. IRRIGATION CONTROL VALVE, EX. LIGHTPOLE, EX. UTILITY POLE, EX. GUY ANCHOR, EX. TRAFFIC SIGNAL, EX. GAS SHUTOFF, EX. GAS VENT, EX. HANDHOLE, EX. PEDESTAL, EX. TRANSFORMER, EX. GENERATOR, EX. GAS METER, EX. ELECTRIC METER, EX. ELECTRICAL OUTLET, EX. UTILITY MARKER, EX. HVAC, EX. RAILROAD SIGNAL, EX. SIGN, EX. POST/BOLLARD, EX. FLAGPOLE, EX. MAILBOX, EX. PARKING METER, EX. SATELLITE DISH, EX. SOIL BORING, EX. MONITOR WELL, FOUND IRON, SET IRON, EX. BOULDER, EX. TREE STUMP, EX. TREE, EX. TREE LINE, EX. FENCE, EX. SANITARY SEWER, EX. STORM SEWER, EX. WATER MAIN, EX. ELECTRIC CABLE, EX. COMMUNICATION, EX. GAS LINE, EX. OVERHEAD LINE.



SEIBER KEAST LEHNER ENGINEERING | SURVEYING. CLINTON TOWNSHIP, MICHIGAN. 1-800-482-7171. TOLL FREE FOR THE LOCATION OF UNDERGROUND FACILITIES.

Table with columns: REV. #, REV. DATE, REVISION INFO.

3 WORKING DAYS BEFORE YOU DIG CALL MISS DIG 1-800-482-7171 TOLL FREE FOR THE LOCATION OF UNDERGROUND FACILITIES.

811 logo and project information: PROJECT NUMBER, PROJECT MANAGER, DRAWN BY, CHECKED BY, JUNG, DATE, OFFICE: CLINTON TOWNSHIP.

CLIENT INFO: L2L MADISON HEIGHTS, LLC, 7700 OLD GEORGETOWN ROAD, SUITE 100, BETHESDA, MD 20814. ATTN: BRANDY WALTERHOEFER, Brandy.Walterhoefer@saularban.com

PROJECT NAME: RESIDENCE INN - REDEVELOPMENT. PART OF THE NORTHWEST 1/4 SECTION 2, T.1N., R. 11E., CITY OF MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN. SHEET TITLE: DEMOLITION PLAN.



Vertical text on the left margin: P:\25-02-176-028\105.dwg, 2/20/2025, 10:36 AM, Eric Adams

LEGAL DESCRIPTION

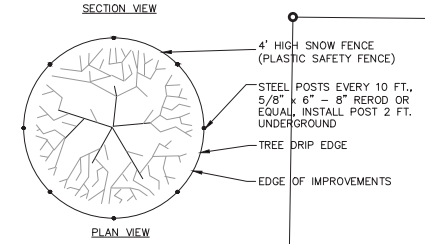
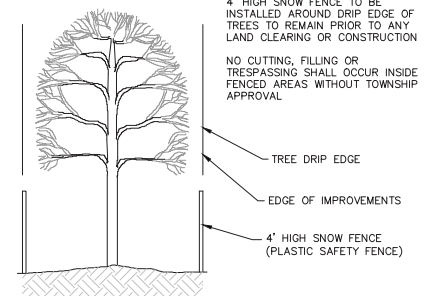
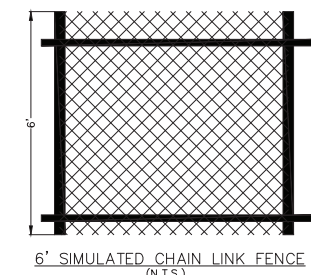
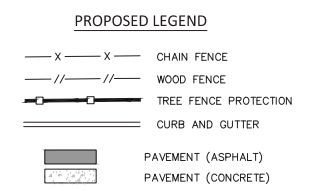
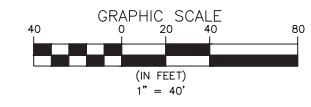
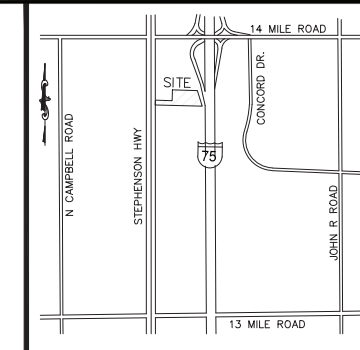
Land Situated in the State of Michigan, County of Oakland, City of Madison Heights.
 Part of the Northwest 1/4 of Section 2, Town 1 North, Range 11 East described as:
 Commencing at the North 1/4 corner of Section 2; thence along the North-South 1/4 line of said Section, South 00 degrees 09 minutes 23 seconds West 890.17 feet; thence North 89 degrees 21 minutes 15 seconds West 116.75 feet to a point on the Westerly right-of-way line of Interstate 75 and the point of beginning; thence along said line, South 21 degrees 18 minutes 00 seconds East 319.15 (measured as 319.16) feet; thence South 00 degrees 09 minutes 23 seconds West 4.15 feet; thence North 89 degrees 50 minutes 37 seconds West 60.00 feet; thence South 00 degrees 09 minutes 23 seconds West 38.00 feet; thence North 89 degrees 05 minutes 15 seconds West 259.86 feet; thence South 01 degree 00 minutes 26 seconds West 60.00 feet; thence North 89 degrees 05 minutes 15 seconds West 513.20 feet to a point on the Eastern right of way line of Stephenson Highway (204 feet wide); thence along said right-of-way line, North 00 degrees 58 minutes 08 seconds East 60.00 feet; thence South 89 degrees 05 minutes 15 seconds East 317.00 feet; thence North 00 degrees 58 minutes 08 seconds East 336.57 (measured as 336.37) feet; thence South 89 degrees 21 minutes 15 seconds East 394.56 feet to the point of beginning.

THE LANDS SURVEYED, SHOWN AND DESCRIBED HEREON ARE THE SAME LANDS AS DESCRIBED IN THE TITLE COMMITMENT PROVIDED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. A0714833, DATED MARCH 30, 2017 AT 7:59 AM.

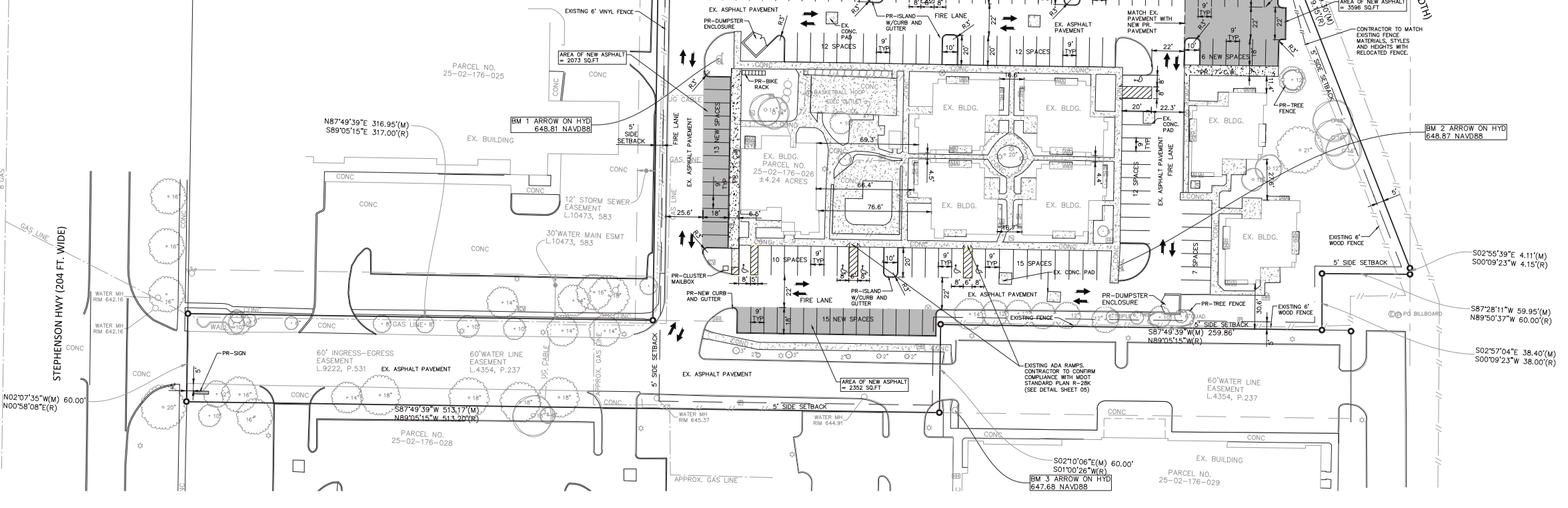
PARCEL ID
 #25-02-176-026
 4.24±ACRES
 (184,694 SQ.FT)

EXISTING ZONING:
 MUI-2 MIXED USE INNOVATION
 DENSITY:
 PARCEL AREA: 4.24 ACRES
 NUMBER OF PROPOSED RESIDENTIAL UNITS: 101
 RESIDENTIAL DENSITY: 101 UNITS / 4.24 ACRES = 23.58 UNITS / ACRE
 USE:
 EXISTING USE: HOTEL EXTENDED STAY
 PROPOSED USE: MULTIPLE FAMILY FOR RENT
 BUILDING SETBACKS:
 FRONT YARD 10 FEET
 SIDE 5 FEET
 REAR 15 FEET

BENCHMARKS
 SITE BENCHMARK #1:
 ARROW ON HYDRANT
 ELEV.= 615.62 (NAVD88)
 SITE BENCHMARK #2:
 ARROW ON HYDRANT
 ELEV.= 615.62 (NAVD88)
 SITE BENCHMARK #3:
 ARROW ON HYDRANT
 ELEV.= 615.62 (NAVD88)



TREE PROTECTION DETAIL N.T.S.



AREA AND RUNOFF COEFFICIENT CALCULATIONS

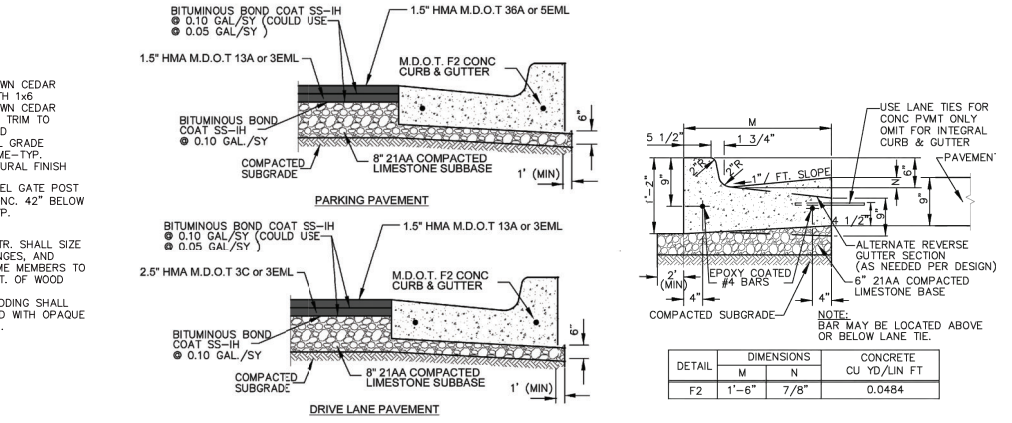
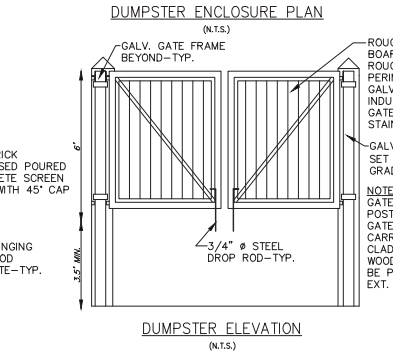
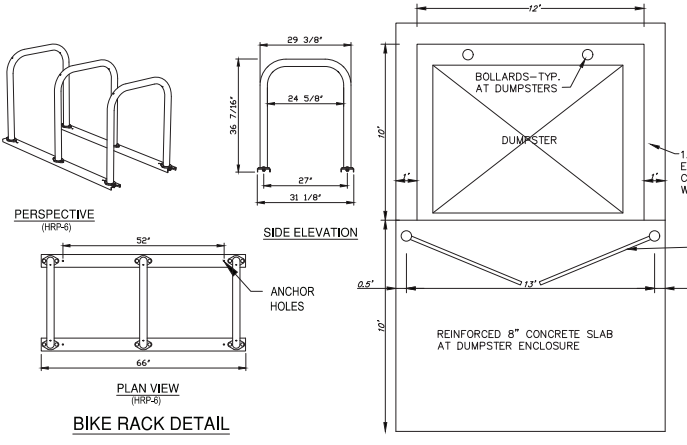
	RUNOFF COEFFICIENT	EXISTING	PROPOSED	%
BUILDING AREA	0.95	27,920	27,920	15.12
PAVED CONCRETE AREA	0.95	17,534	19,332	10.47
PAVED ASPHALT AREA	0.95	44,906	52,927	28.86
ENTRANCE ASPHALT AREA	0.95	16,500	16,500	8.93
OPEN SPACE AREA (HSGC)	0.25	77,834	68,015	36.83
Total				100.00
WEIGHTED RUNOFF COEFFICIENT		0.66	0.69	

PARKING CALCULATIONS

PARKING REQUIRED:
 101 BEDROOM 1 BEDROOM APARTMENTS = 1 PER EACH ONE BEDROOM UNIT
 1 PROFESSIONAL OFFICE (2,653 SQ.FT) = 1 PER EACH 300 SQ.FT.
 2,653/300 = 9 PARKING SPACES

PARKING PROVIDED:
 PARKING AFTER RE-STRIPPING 96 SPACES
 9 ACCESSIBLE PARKING
 ADDITIONAL PARKING 41 SPACES
 TOTAL PARKING PROVIDED 145 SPACES

PARKING REQUIRED: 110 SPACES
 PARKING PROVIDED: 145 SPACES



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 PROJECT NUMBER: L2L MADISON HEIGHTS, LLC.
 PROJECT MANAGER: J. JUNG
 DRAWN BY: E. LEFCZAK
 CHECKED BY: J. JUNG
 DATE: 2-11-25
 OFFICE: CLINTON TOWNSHIP

REVISION INFO:

CLINTON TOWNSHIP
 CLINTON TOWNSHIP ENGINEER
 CLINTON TOWNSHIP ENGINEER

RESIDENCE INN - REDEVELOPMENT
 PART OF THE NORTHWEST 1/4 SECTION 2, T.1N., R. 11E., CITY OF MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN
 SHEET TITLE: SITE PLAN
 PAGE NO.: 04

* MAXIMUM LANDING SLOPE IS 2.1% IN EACH DIRECTION OF TRAVEL. LANDING MINIMUM DIMENSIONS 5' x 5'. SEE NOTES.

* MAXIMUM RAMP CROSS SLOPE IS 2.1%, RUNNING SLOPE 5% - 7% (8.3% MAXIMUM). SEE NOTES.

CURB RAMP TYPE R
(ROLLED SIDES)

CURB RAMP TYPE F
(FLARED SIDES, TWO RAMPS SHOWN)

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

MDOT
Michigan Department of Transportation

STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 1 OF 7

* MAXIMUM LANDING SLOPE IS 2.1% IN EACH DIRECTION OF TRAVEL. LANDING MINIMUM DIMENSIONS 5' x 5'. SEE NOTES.

* MAXIMUM RAMP CROSS SLOPE IS 2.1%, RUNNING SLOPE 5% - 7% (8.3% MAXIMUM). SEE NOTES.

CURB RAMP TYPE RF
(ROLLED / FLARED SIDES)

SECTION A-A

SECTION THROUGH CURB RAMP OPENING
(TYPICAL ALL RAMP TYPES)

CURB TYPE	MAXIMUM RISE (INCHES)
R1	1/4
R2	1/2
R3	3/4
R4	1
R5	1 1/4
R6	1 1/2
R7	1 3/4
R8	2
R9	2 1/4
R10	2 1/2
R11	2 3/4
R12	3
R13	3 1/4
R14	3 1/2
R15	3 3/4
R16	4
R17	4 1/4
R18	4 1/2
R19	4 3/4
R20	5

FOR CURB TYPES SEE STANDARD PLAN R-30-SERIES

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

MDOT
Michigan Department of Transportation

STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 2 OF 7

* MAXIMUM LANDING SLOPE IS 2.1% IN EACH DIRECTION OF TRAVEL. LANDING MINIMUM DIMENSIONS 5' x 5'. SEE NOTES.

* MAXIMUM RAMP CROSS SLOPE IS 2.1%, RUNNING SLOPE 5% - 7% (8.3% MAXIMUM). SEE NOTES.

CURB RAMP TYPE P
(PARALLEL RAMP)

CURB RAMP TYPE C
(COMBINATION RAMP)

CURB RAMP TYPE M
(MEDIAN ISLAND)

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

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STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 3 OF 7

* MAXIMUM LANDING SLOPE IS 2.1% IN EACH DIRECTION OF TRAVEL. LANDING MINIMUM DIMENSIONS 5' x 5'. SEE NOTES.

* MAXIMUM RAMP CROSS SLOPE IS 2.1%, RUNNING SLOPE 5% - 7% (8.3% MAXIMUM). SEE NOTES.

CURB RAMP TYPE D
(DEPRESSED CORNER)

USE ONLY WHEN INDEPENDENT DIRECTIONAL RAMPS CAN NOT BE CONSTRUCTED FOR EACH CROSSING DIRECTION

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

MDOT
Michigan Department of Transportation

STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 4 OF 7

* LOCATE THE DETECTABLE WARNING SURFACE SO THAT THE EDGE NEAREST THE RAIL CROSSING IS MINIMUM AND 12\"/>

DETECTABLE WARNING AT RAILROAD CROSSING

DETECTABLE WARNING AT FLUSH SHOULDER OR ROADWAY

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

MDOT
Michigan Department of Transportation

STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 5 OF 7

50% TO 80% OF BASE

DOME SECTION

DOME SPACING

DOME ALIGNMENT

DETECTABLE WARNING DETAILS

NOTES:

- APPLY DETAILS SPECIFIED ON THIS PLAN TO ALL CONSTRUCTION, RECONSTRUCTION, OR ALTERATION OF STREETS, CURBS, OR SIDEWALKS IN THE PUBLIC RIGHT OF WAY.
- LOCATE CURB RAMPS AS SPECIFIED ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
- PROVIDE RAMPS AT ALL CORNERS OF AN INTERSECTION WHERE THERE IS EXISTING OR PROPOSED SIDEWALK AND CURB. PROVIDE RAMPS AT MARKED AND/OR SIGNALIZED MID-SLOPE CROSSINGS.
- PROVIDE SURFACE TEXTURE TO THE RAMP BY COARSE BROOMING, TRANSVERSE TO THE RUNNING SLOPE.
- RAMP THE SIDEWALK WHERE THE DRIVEWAY CURB IS EXTENDED ACROSS THE WALK.
- ENSURE A UNIFORM GRADE ON THE RAMP. SLOPE THE RAMP IN ONLY ONE DIRECTION PARALLEL TO THE DIRECTION OF TRAVEL, WHERE CONDITIONS PERMIT.
- INCREASE RAMP WIDTH, IF NECESSARY, TO ACCOMMODATE SIDEWALK SNOW REMOVAL EQUIPMENT NORMALLY USED BY THE MUNICIPALITY.
- REDUCE RAMP WIDTH TO NOT LESS THAN 4' AND LANDINGS TO NOT LESS THAN 11.4' (MINIMUM WIDTHS ARE NOT FEASIBLE).
- CURB RAMPS WITH A RUNNING SLOPE < 5% DO NOT REQUIRE A TOP LANDING. HOWEVER, FOR ANY CONTINUOUS SIDEWALK OR PEDESTRIAN ROUTE CROSSING THROUGH OR INTERSECTING THE CURB RAMP, INDEPENDENTLY MAINTAIN A CROSS SLOPE NOT GREATER THAN 2.1% PERPENDICULAR TO ITS OWN DIRECTIONS OF TRAVEL.
- ENSURE DETECTABLE WARNING SURFACE COVERS A MINIMUM OF 24" IN THE DIRECTION OF RAMPWAY TRAVEL AND THE FULL WIDTH OF THE RAMPWAY OPENING, EXCLUDING CURBED OR FLARED CURB TRANSITION AREAS. IF A BORDER IS DESIRED, OFFSET THE BORDER 2' MAXIMUM ALONG THE EDGES OF THE DETECTABLE WARNING. FOR RADIAL CURB, MEASURE THE OFFSET FROM THE ENDS OF THE RADII.
- DO NOT EXCEED A RAMP CROSS SLOPE OF 2.1% FOR NEW ROADWAY CONSTRUCTION. FOR ALTERATIONS TO EXISTING ROADWAYS, TRANSITION TO THE CROSS SLOPE TO MEET AN EXISTING ROADWAY GRADE. APPLY THE CROSS SLOPE TRANSITION UNIFORMLY OVER THE FULL LENGTH OF THE RAMP.
- THE MAXIMUM RUNNING SLOPE OF 8.3% IS RELATIVE TO A FLAT (0% REFERENCE). HOWEVER, NO RAMP OR SERIES OF RAMPS IS REQUIRED TO EXCEED 8 FEET IN LENGTH, NOT INCLUDING LANDINGS OR TRANSITIONS.
- DO NOT PLACE DRAINAGE STRUCTURES IN LINE WITH RAMPS. GIVE PRECEDENCE TO THE LOCATION OF THE RAMP OVER THE LOCATION OF THE DRAINAGE STRUCTURE. WHERE EXISTING DRAINAGE STRUCTURES ARE LOCATED IN THE RAMP PATH OF TRAVEL, USE A MANUFACTURED AREA COMPLIANT GRATE. LIMIT OPENINGS TO 1/2" OR LESS. PLACE ELONGATED OPENINGS SO THAT THE LONG DIMENSION IS PERPENDICULAR TO THE DOMINANT DIRECTION OF TRAVEL.
- WHERE THE TOP OF THE PROPOSED (OR EXISTING) RAMP TYPE IS FLUSH WITH THE ADJACENT CONCRETE.
- LOCATE TRANSITION AND STOP LINE MARKINGS TO STOP TRAFFIC SHORT OF RAMP CROSSING. SEE THE "MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" FOR SPECIFIC DETAILS FOR MARKING APPLICATIONS.
- PROVIDE FLARED SIDES WITH A MAXIMUM SLOPE OF 10% MEASURED ALONG THE ROADSIDE CURB LINE, WHERE AN UNRESTRICTED CIRCULATION PATH LATERALLY CROSSES THE CURB RAMP. FLARED SIDES ARE NOT REQUIRED WHERE THE RAMP IS BORDERED BY LANDSCAPING, UNPAVED SURFACE OR PERMANENT FIXED OBJECTS, WHERE NOT REQUIRED; CONSIDER FLARED SIDES IN ORDER TO HOOD SHARP CURB RETURNS AT RAMP OPENINGS.
- INSTALL DETECTABLE WARNING PLATES USING FABRICATED OR FIELD CUT UNITS CAST AND/OR ANCHORED IN THE PAVEMENT TO RESIST SHIFTING OR HEAVING.

APPROVED BY: [Signature] 12/18/2024
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: [Signature] 06/21/2024
DIRECTOR, BUREAU OF DESIGN

MDOT
Michigan Department of Transportation

STANDARD PLAN FOR
CURB RAMP AND
DETECTABLE WARNING DETAILS

12/18/2024 06/21/2024
FTRM APPROVAL PLAN DATE

R-28-K SHEET 6 OF 7

SEIBER KEAST LEHNER
ENGINEERING | SURVEYING

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REV. # REV. DATE REVISION INFO.

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TOLL-FREE FOR THE LOCATION
OF UNDERGROUND FACILITIES

811

PROJECT NUMBER:
PROJECT MANAGER:
DRAWN BY:
CHECKED BY:

L2L MADISON HEIGHTS, LLC.
7700 OLD GEORGETOWN ROAD,
SUITE 100
BETHESDA, MD 20814
PH (301) 986-6090
ATTN: BRANDY WALTERHOEFER
Brandy.Walterhoefer@saulurban.com

CLINTON TOWNSHIP

PROJECT NAME:
PAGE No.:

RESIDENCE INN - REDEVELOPMENT
PART OF THE NORTHWEST 1/4 SECTION 2, T.1N., R. 11E., CITY OF
MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN

SHEET TITLE:
RAMP DETAILS

STATE OF MICHIGAN
JASON W. EMERSON
No. 6201054218
LICENSED PROFESSIONAL ENGINEER

05



HYDRODYNAMIC SEPARATOR FEATURES

- 1 The Aqua-Swirl Concentrator provides large access opening of 30" for maintenance with riser extending to finish grade.
- 2 Floatable debris, oils and coarse sediments enter tangentially into the unit.
- 3 Vortex separation removes coarse particles of TSS, floatable debris, and free oil.
- 4 Constructed of durable, lightweight, high performance materials to withstand up to 1500 lbs.
- 5 Independent testing & validation for TSS removal before discharging into sensitive receiving waters.



LEGAL DESCRIPTION

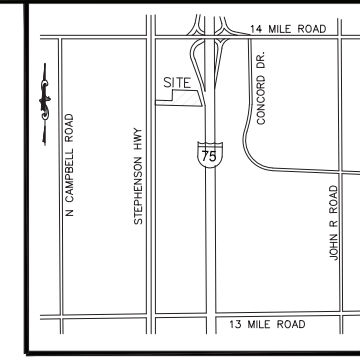
Land Situated in the State of Michigan, County of Oakland, City of Madison Heights.

Part of the Northwest 1/4 of Section 2, Town 1 North, Range 11 East described as: Commencing at the North 1/4 corner of Section 2; thence along the North-South 1/4 line of said Section, South 00 degrees 09 minutes 23 seconds West 890.17 feet; thence North 89 degrees 21 minutes 15 seconds West 116.75 feet to a point on the Westerly right-of-way line of Interstate 75 and the point of beginning; thence along said line, South 21 degrees 18 minutes 00 seconds East 319.15 (measured as 319.16) feet; thence South 00 degrees 09 minutes 23 seconds West 60.00 feet; thence North 89 degrees 50 minutes 37 seconds West 60.00 feet; thence South 00 degrees 09 minutes 23 seconds West 38.00 feet; thence North 89 degrees 05 minutes 15 seconds West 259.86 feet; thence South 01 degree 00 minutes 26 seconds West 60.00 feet; thence North 89 degrees 05 minutes 15 seconds West 513.20 feet to a point on the Easterly right of way line of Stephenson Highway (204 feet wide); thence along said right-of-way line, North 00 degrees 58 minutes 08 seconds East 60.00 feet; thence North 89 degrees 05 minutes 15 seconds East 317.00 feet; thence North 00 degrees 58 minutes 08 seconds East 336.57 (measured as 336.37) feet; thence South 89 degrees 21 minutes 15 seconds East 394.56 feet to the point of beginning.

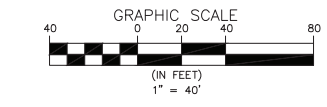
THE LANDS SURVEYED, SHOWN AND DESCRIBED HEREON ARE THE SAME LANDS AS DESCRIBED IN THE TITLE COMMITMENT PROVIDED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. A0714833, DATED MARCH 30, 2017 AT 7:59 A.M.

BENCHMARKS

- SITE BENCHMARK #1- ARROW ON HYDRANT . ELEV. = 615.62 (NAVD88)
- SITE BENCHMARK #2- ARROW ON HYDRANT . ELEV. = 615.62 (NAVD88)
- SITE BENCHMARK #3- ARROW ON HYDRANT . ELEV. = 615.62 (NAVD88)



LOCATION MAP

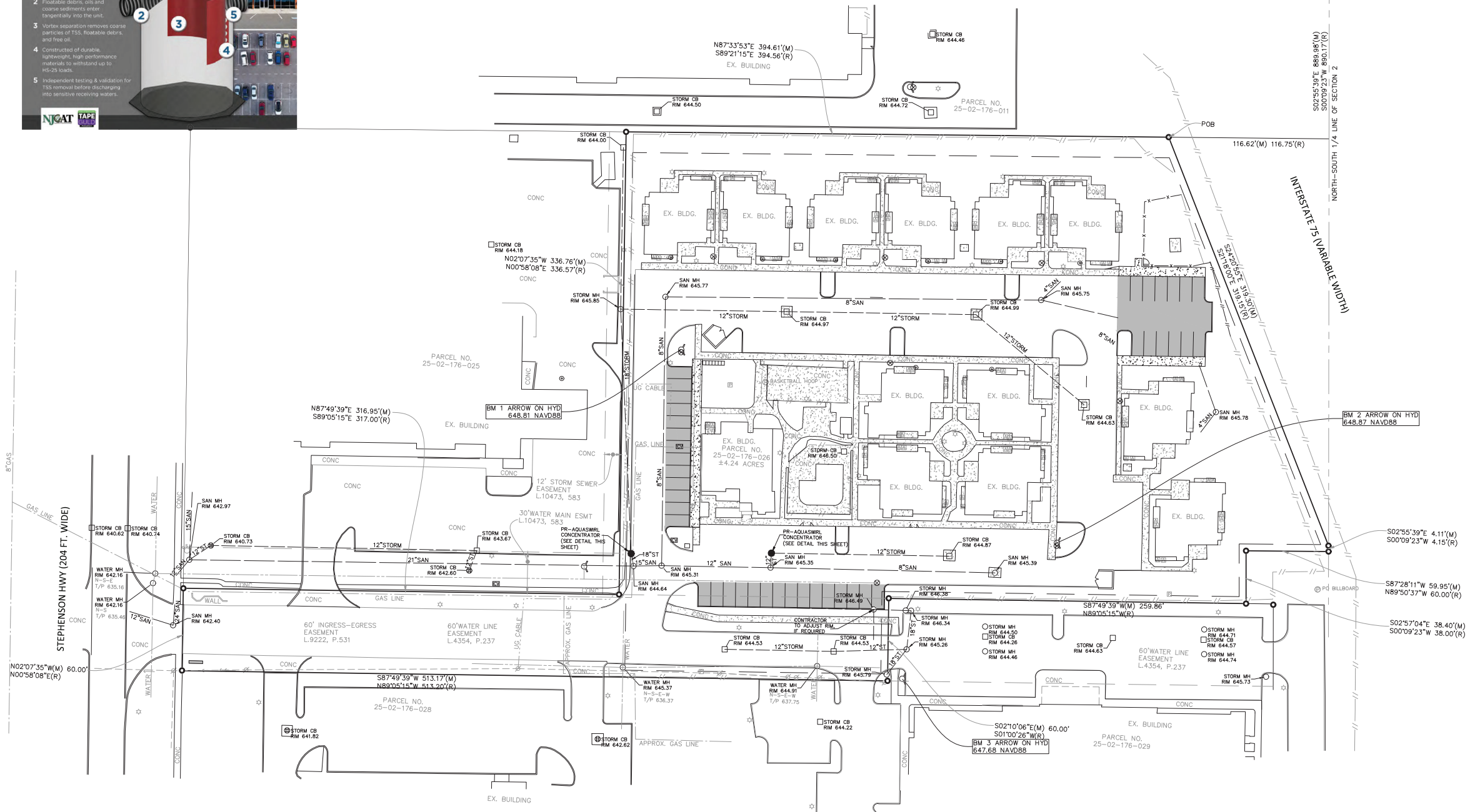


LEGEND

- EX. CATCH BASIN
- EX. MANHOLE
- EX. END SECTION
- EX. OVERFLOW STRUCTURE
- EX. DOWNSPOUT/ROOF DRAIN
- EX. CLEANOUT
- EX. WATER WELL
- EX. HYDRANT
- EX. WATER SHUTOFF
- EX. FIRE DEPT. CONNECTION
- EX. IRRIGATION CONTROL VALVE
- EX. LIGHTPOLE
- EX. UTILITY POLE
- EX. GUY ANCHOR
- EX. TRAFFIC SIGNAL
- EX. GAS SHUTOFF
- EX. GAS VENT
- EX. HANDHOLE
- EX. PEDESTAL
- EX. TRANSFORMER
- EX. GENERATOR
- EX. GAS METER
- EX. ELECTRIC METER
- EX. ELECTRICAL OUTLET
- EX. UTILITY MARKER
- EX. HVAC
- EX. RAILROAD SIGNAL
- EX. SIGN
- EX. POST/BOLLARD
- EX. FLAGPOLE
- EX. MAILBOX
- EX. PARKING METER
- EX. SATELLITE DISH
- EX. SOIL BORING
- EX. MONITOR WELL
- SET IRON
- EX. BOULDER
- EX. TREE STUMP
- EX. TREE TAG & NUMBER
- EX. TREE LINE
- EX. FENCE
- EX. SANITARY SEWER
- EX. STORM SEWER
- EX. WATER MAIN
- EX. ELECTRIC CABLE
- EX. COMMUNICATION
- EX. GAS LINE
- EX. OVERHEAD LINE

PROPOSED LEGEND

- FENCE
- CURB AND GUTTER
- PAVEMENT (ASPHALT)
- PAVEMENT (CONCRETE)
- STORM CATCH BASIN WITH SILT SAC



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 CLINTON TOWNSHIP, MI 48035
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 www.seiberkeastlehner.com

REV. #	REV. DATE	REVISION INFO.

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 TOLL FREE FOR THE LOCATION OF UNDERGROUND FACILITIES

811

CLIENT INFO:
 L2L MADISON HEIGHTS, LLC.
 2700 OLD GEORGETOWN ROAD,
 SUITE 100
 BETHESDA, MD 20814
 PH: (301) 986-6090
 ATTN: BRANDY WALTERHOEFER
 Brandy.Walterhoefer@salurban.com

PROJECT NAME:
RESIDENCE INN - REDEVELOPMENT
 PART OF THE NORTHWEST 1/4 SECTION 2, T.1N., R. 11E., CITY OF MADISON HEIGHTS, OAKLAND COUNTY, MICHIGAN
 SHEET TITLE:
UTILITY PLAN

SOILS INVESTIGATION PROPOSED PARKING LOT RECONSTRUCTION RESIDENCE INN HOTEL 32650 STEPHENSON HIGHWAY MADISON HEIGHTS, MICHIGAN

McDowell & Associates Geotechnical, Environmental & Hydrogeological Services • Materials Testing & Inspection 21355 Hatcher Avenue, Ferndale, MI 48220

Page -2- Job No. 25-034 February 6, 2025

L2L Madison Heights, LLC 7700 Old Georgetown Road Suite 700 Bethesda, Maryland 20814 February 6, 2025

Attention: Ms. Brandy Walterhoefer Subject: Soils Investigation Proposed Parking Lot Reconstruction Residence Inn Hotel 32650 Stephenson Highway Madison Heights, Michigan

Dear Ms. Walterhoefer: In accordance with your request, we have conducted a Soils Investigation at the subject project.

Project Description

It is understood that the project will consist of a full-depth reconstruction of an existing parking lot at the subject property. It is anticipated that the pavement will support primarily automobile traffic with occasional delivery and sanitation trucks.

Field Work and Laboratory Testing

Five Soil Test Borings, designated as 1 through 4 and 4A, were performed at the subject property at the approximate locations shown on the Soil Boring Location Plan which accompanies this report. The boring locations were field located by our drillers. Boring 1, 2, 3, and 4A were advanced to a depth of five feet six inches (5'6") below the existing ground surface at the boring locations. Due to parked cars blocking access to the location of Boring 3 with a drill rig, a hand boring had to be performed. Boring 4 was advanced to a depth of two feet one inch (2'1") before encountering auger refusal on a concrete obstruction. The drillers moved six feet (6') south of Boring 4 and drilled Boring 4A.

Soil descriptions, groundwater observations and the results of field and laboratory tests are to be found on the accompanying Logs of Soil Test Borings.

Borings 1 and 2 encountered four inches (4") and four and one-half inch (4.5") of asphalt pavement underlain by fill and possible fill soils consisting of asphalt millings, silty sand, and/or silty clay to three feet two inches (3'2") and three feet six inches (3'6") followed by very stiff silty clay which was encountered to boring completions. Borings 3 and 4A encountered three feet six inches (3'6") and five feet two inches (5'2") of fill soils consisting of surficial topsoil and clay-type soils

L2L MADISON HEIGHTS, LLC 7700 OLD GEORGETOWN ROAD SUITE 700 BETHESDA, MARYLAND 20814

FEBRUARY 6, 2025 BY McDowell & Associates

Mid-Michigan Office 3730 James Savage Road, Midland, MI 48642 Phone: (989) 496-3610 • Fax: (989) 496-3190

Page -4- Job No. 25-034 February 6, 2025

Table with 3 columns: Pavement Layers, Light Duty Pavement (Parking), Medium Duty Pavement (Drives). Rows include Hot Mix Asphalt (HMA) and Aggregate Base with specifications for 1.5" 36A or 5EML, 1.5" 13A or 3EML, 8" MDOT 21AA, and 8" MDOT 21AA.

Note: Final design should conform to Oakland County Road Commission and City of Madison Heights design standards.

If any existing structures are found, they should be entirely removed from the proposed pavement area. Buried utilities should be removed or grouted in place. Resulting excavations should be backfilled with engineered fill meeting the requirements outlined above.

The stabilization procedures outlined above should result in reasonably stable pavements. It should be recognized, however, that all asphalt pavements need repairs from time to time as a result of progressive yielding under repeated traffic loads for a prolonged period of time. Placing the new pavement materials over existing non-engineered fill soils may result in long-term differential settlement and some potential cracking of the pavement.

Groundwater Considerations

Groundwater was not encountered in any of the borings. It is recommended that pavements be properly graded to promote effective drainage of water and prevent the ponding of surface water in the low areas. As a minimum, a system of stub drains or one drain placed around the catch basin and backfilled with pea stone should be installed at any catch basin or manhole structures to drain any collection of surface water runoff and thus minimize the possibility of frost penetration and heave. The finished pavement surface should be free of depressions and sloped to provide effective surface drainage towards catch basins, where applicable. The drain tile should be wrapped with a geotechnical filter fabric. Edge drains should be installed in watered landscaped areas.

Closing

Experience indicates that actual subsurface conditions at the site could vary from those found at the five test borings performed at specific locations. It is, therefore, essential that a qualified geotechnical engineering testing firm be retained to provide soils engineering services during the site preparation, excavation, earthmoving, and paving phases of the proposed project. This is to observe compliance with the design concepts, specifications, and recommendations and to allow design changes in the event that subsurface conditions differ from those anticipated prior to the start of construction.

Page -5- Job No. 25-034 February 6, 2025

If we can be of any further service, please feel free to call.

Very truly yours, McDowell & Associates Loran Stenzel-Sebastian Staff Geologist

LS/

LOG OF SOIL BORING NO. 1. PROJECT: Soils Investigation. LOCATION: Residence Inn Hotel, 32650 Stephenson Highway, Madison Heights, Michigan. DATE: 1/31/2025. Table with columns: Sample & Type, Depth, Legend, SOIL DESCRIPTION, Penetration (blows to 6"), Moisture %, Natural Wt. P.C.F., Dry Den Wt. P.C.F., Unc. Comp. Strength P.S.F., Str. %.

LOG OF SOIL BORING NO. 2. PROJECT: Soils Investigation. LOCATION: Residence Inn Hotel, 32650 Stephenson Highway, Madison Heights, Michigan. DATE: 1/31/2025. Table with columns: Sample & Type, Depth, Legend, SOIL DESCRIPTION, Penetration (blows to 6"), Moisture %, Natural Wt. P.C.F., Dry Den Wt. P.C.F., Unc. Comp. Strength P.S.F., Str. %.

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows to 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		Moist dark brown clayey TOPSOIL, fill						
	2		Moist brown silty CLAY with traces of sand and pebbles, fill						
	3		Firm moist brown silty CLAY with traces of sand and pebbles and occasional moist sand lenses, fill	3	11.4	122		(800+)	
	4		Firm moist dark brown to discolor brown silty sandy CLAY with traces of sand and topsoil and a seam of discolor moist fine sand, fill	4					
	5		Firm moist brown silty CLAY with traces of sand and pebbles	2	14.5	88			
	6			3					
	7								
	8								
	9								
	10								
	11								
	12								
	13								
	14								
	15								
	16								
	17								
	18								
	19								
	20								
	21								
	22								
	23								
	24								
	25								

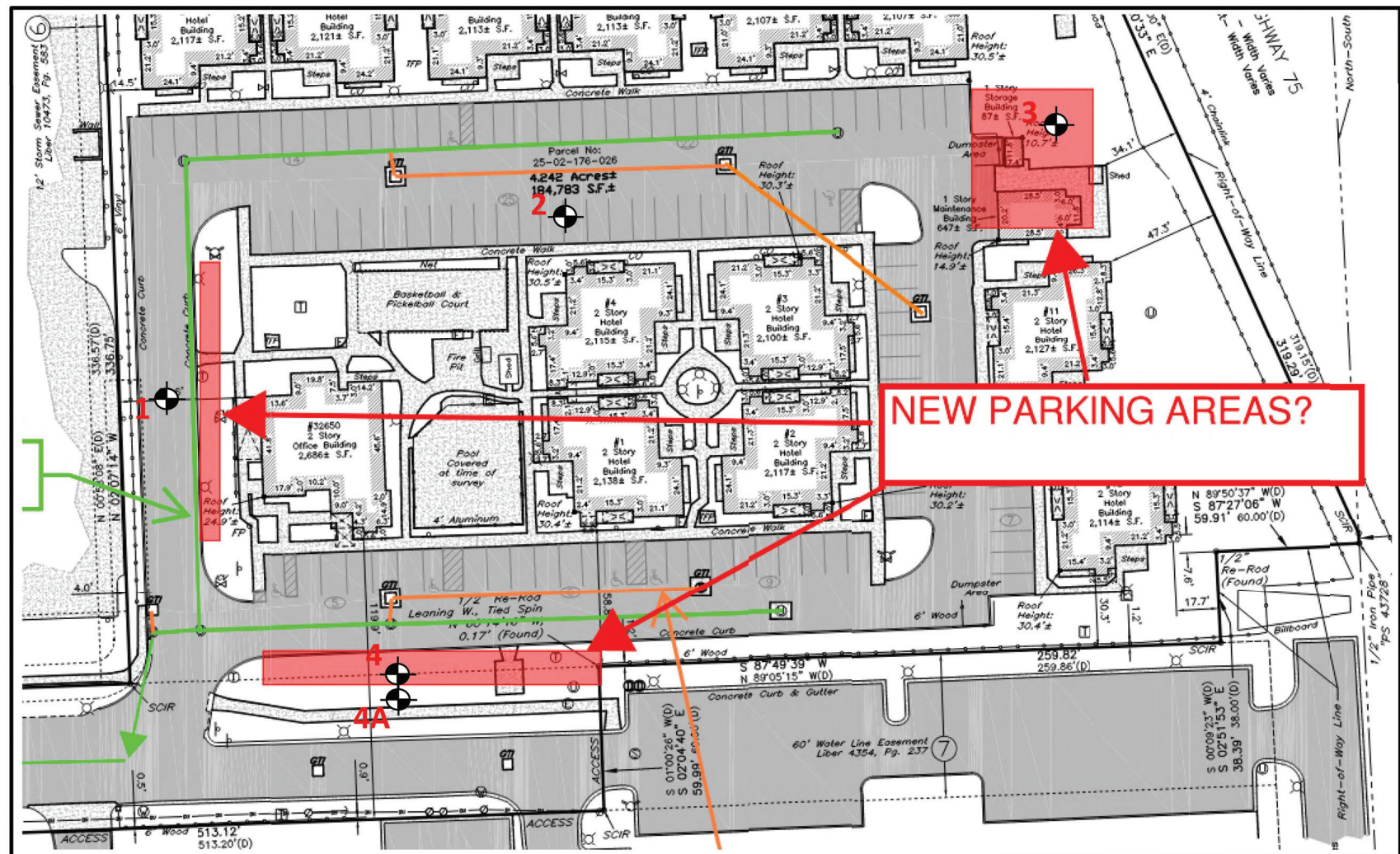
TYPE OF SAMPLE: D - DISTURBED, U.L. - UNDIST. LINER, S.T. - SHELBY TUBE, S.S. - SPLUT SPOON, R.C. - ROCK CORE
Note: 1) Hand borings. 2) Used 70 pound hammer. Blow counts are divided by 2 to approximate standard penetration values.
GROUND WATER OBSERVATIONS: G.W. ENCOUNTERED AT FT. INS., G.W. ENCOUNTERED AT FT. INS., G.W. AFTER COMPLETION FT. INS., G.W. AFTER HRS FT. INS.
SPT Hammer: Safety Crew Chief TC
Standard Penetration Test - Driving 2" O.D. Sampler 1" With 140lb Hammer Falling 30". Count Made at 6" Intervals
G.W. VOLUMES: None

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows to 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		Moist dark brown clayey TOPSOIL, fill						
	2		Very stiff moist brown silty CLAY with traces of sand and pebbles, fill	4	18.4	126		(4200)	
	3		Auger refusal at 21"						
	4								
	5								
	6								
	7								
	8								
	9								
	10								
	11								
	12								
	13								
	14								
	15								
	16								
	17								
	18								
	19								
	20								
	21								
	22								
	23								
	24								
	25								

TYPE OF SAMPLE: D - DISTURBED, U.L. - UNDIST. LINER, S.T. - SHELBY TUBE, S.S. - SPLUT SPOON, R.C. - ROCK CORE
Note: Encountered concrete obstruction. Moved 9' south and drilling Boring 4A.
GROUND WATER OBSERVATIONS: G.W. ENCOUNTERED AT FT. INS., G.W. ENCOUNTERED AT FT. INS., G.W. AFTER COMPLETION FT. INS., G.W. AFTER HRS FT. INS.
SPT Hammer: Safety Crew Chief TC
Standard Penetration Test - Driving 2" O.D. Sampler 1" With 140lb Hammer Falling 30". Count Made at 6" Intervals
G.W. VOLUMES: None

Sample & Type	Depth	Legend	SOIL DESCRIPTION	Penetration Blows to 6"	Moisture %	Natural Wt. P.C.F.	Dry Den Wt. P.C.F.	Unc. Comp. Strength PSF	Str. %
	1		Moist dark brown clayey TOPSOIL, fill						
	2		Extremely stiff moist brown silty CLAY with traces of sand and concrete, fill	8	12.5	124		(900+)	
	3		Extremely stiff moist brown silty sandy CLAY with trace of pebbles and topsoil, fill	11					
	4		Very stiff moist blue silty CLAY with traces of sand and pebbles	5	13.0	137		(900+)	
	5			6					
	6			7					
	7								
	8								
	9								
	10								
	11								
	12								
	13								
	14								
	15								
	16								
	17								
	18								
	19								
	20								
	21								
	22								
	23								
	24								
	25								

TYPE OF SAMPLE: D - DISTURBED, U.L. - UNDIST. LINER, S.T. - SHELBY TUBE, S.S. - SPLUT SPOON, R.C. - ROCK CORE
Note: SPT Hammer: Safety Crew Chief TC
Standard Penetration Test - Driving 2" O.D. Sampler 1" With 140lb Hammer Falling 30". Count Made at 6" Intervals
G.W. VOLUMES: None



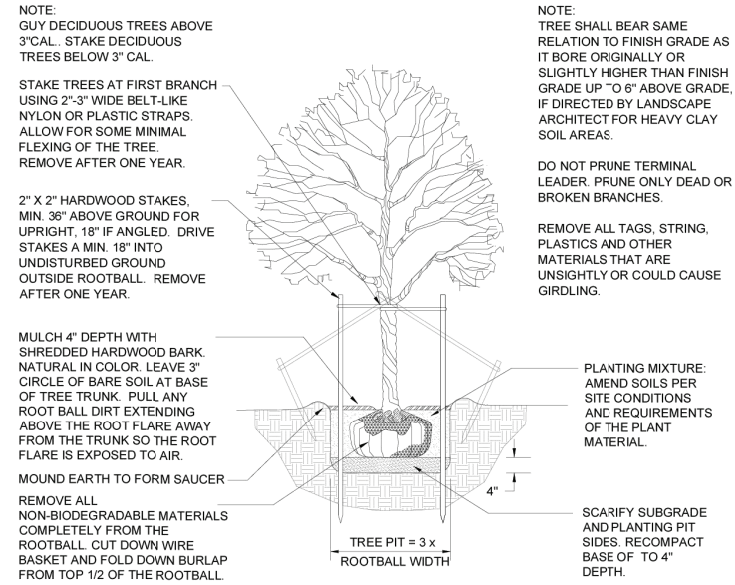
Note: Base drawing provided by others.

LEGEND

Approximate Soil Boring Locations, 1 through 4A:
Drilled by McDowell & Associates

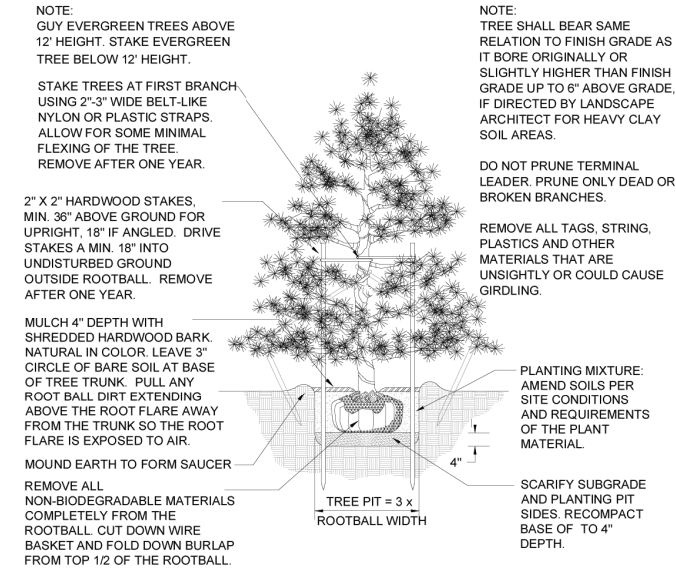
MA McDowell & Associates
21355 Hatcher Avenue
Ferndale, Michigan 48220
Phone: (248) 399-2066
Fax: (248) 399-2157

Soil Boring Location Plan
Job No. 25-034



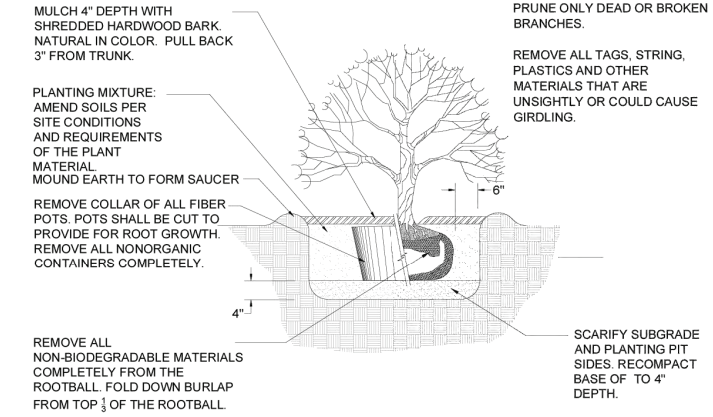
DECIDUOUS TREE PLANTING DETAIL

Not to scale



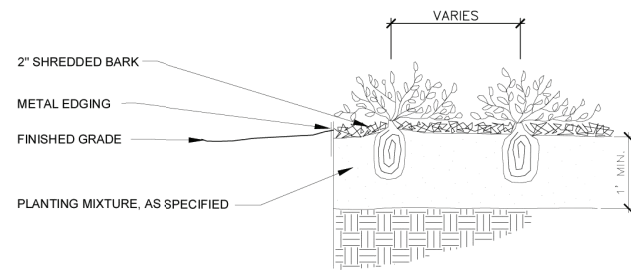
EVERGREEN TREE PLANTING DETAIL

Not to scale



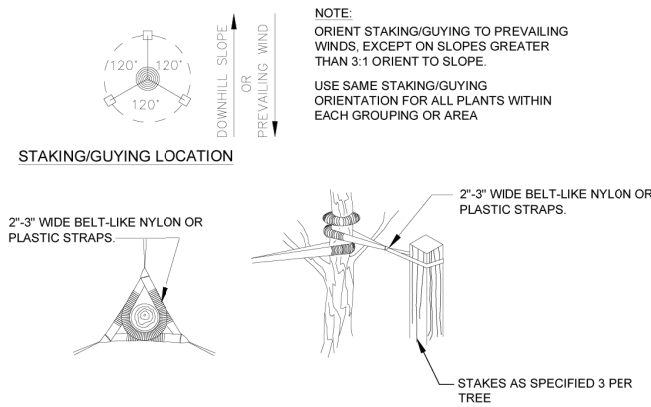
SHRUB PLANTING DETAIL

NOT TO SCALE



PERENNIAL PLANTING DETAIL

Not to scale



GUYING DETAIL

STAKING DETAIL

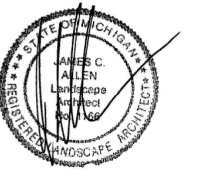
TREE STAKING DETAIL

Not to scale

LANDSCAPE NOTES

- All plants shall be north Midwest American region grown, No. 1 grade plant materials, and shall be true to name, free from physical damage and wind burn.
- Plants shall be full, well-branched, and in healthy vigorous growing condition.
- Plants shall be watered before and after planting is complete.
- All trees must be staked, fertilized and mulched and shall be guaranteed to exhibit a normal growth cycle for at least two (2) full years following Township approval.
- All material shall conform to the guidelines established in the most recent edition of the American Standard for Nursery Stock.
- Provide clean backfill soil, using material stockpiled on site. Soil shall be screened and free of any debris, foreign material, and stone.
- "Agriform" tabs or similar slow-release fertilizer shall be added to the planting pits before being backfilled.
- Amended planting mix shall consist of 1/3 screened topsoil, 1/3 sand and 1/3 peat, mixed well and spread to the depth as indicated in planting details.
- All plantings shall be mulched per planting details located on this sheet.
- The Landscape Contractor shall be responsible for all work shown on the landscape drawings and specifications.
- No substitutions or changes of location, or plant types shall be made without the approval of the Landscape Architect.
- The Landscape Architect shall be notified in writing of any discrepancies between the plans and field conditions prior to installation.
- The Landscape Contractor shall be responsible for maintaining all plant material in a vertical condition throughout the guaranteed period.
- The Landscape Architect shall have the right, at any stage of the installation, to reject any work or material that does not meet the requirements of the plans and specifications, if requested by owner.
- Contractor shall be responsible for checking plant quantities to ensure quantities on drawings and plant list are the same. In the event of a discrepancy, the quantities on the plans shall prevail.
- The Landscape Contractor shall seed and mulch or sod (as indicated on plans) all areas disturbed during construction, throughout the contract limits.
- A pre-emergent weed control agent, "Preen" or equal, shall be applied uniformly on top of all mulching in all planting beds.
- Sod shall be two year old "Baron/Cheriadelpi" Kentucky Blue Grass grown in a sod nursery on loam soil.
- All Proposed Landscaping to be Provided Water with an Automatic Underground Irrigation System.

Seal: _____



Title: _____

Landscape Details

Project: _____

32650 Stephenson Hwy.
Madison Heights, Michigan

Prepared for: _____

L2L Madison Heights, LLC
7700 Old Georgetown Road, Suite 700
Bethesda, Maryland 20814

Revision: _____ Issued: _____

Submission February 10, 2025

Job Number: _____

25-008

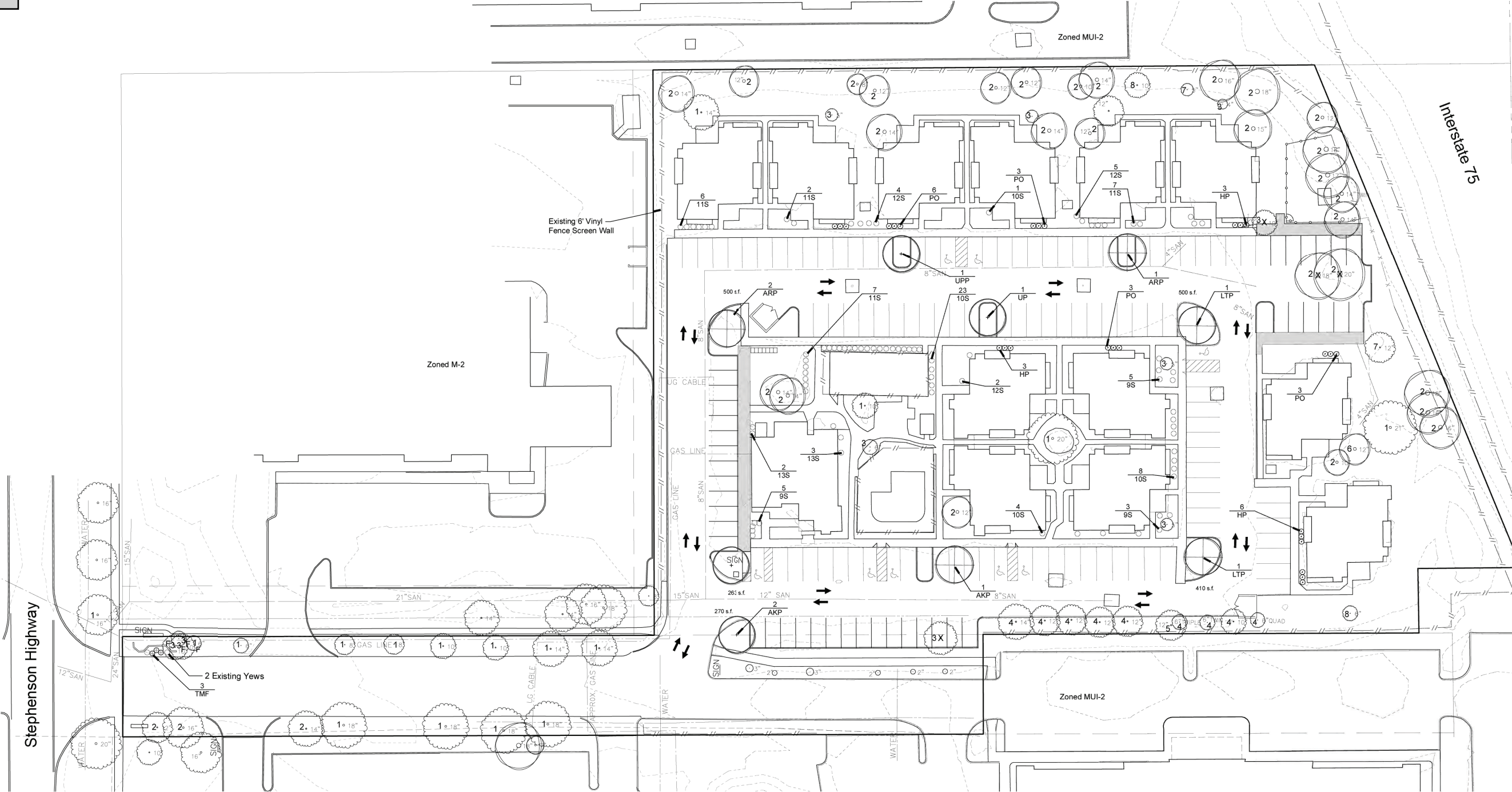
Drawn By: _____ Checked By: _____

jca

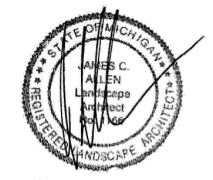
jca

Sheet No. _____





Seal: _____



Title: **Landscape Plan**

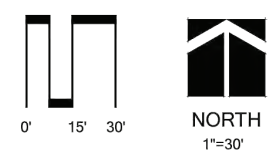
Project: **32650 Stephenson Hwy. Madison Heights, Michigan**

Prepared for: **L2L Madison Heights, LLC
 7700 Old Georgetown Road, Suite 700
 Bethesda, Maryland 20814**

Revision: _____ Issued: **February 10, 2025**

Job Number: **25-008**

Drawn By: **jca** Checked By: **jca**



Landscape Summary

Frontage Landscaping	60'
Site Frontage	36'
Net Frontage	24'
Trees Required	0.6 Trees (24 / 40)
Trees Provided	1 Tree (1 Existing)
Ornamental Trees Required	0.2 Trees
Ornamental Trees Provided	3 Trees (3 Existing)
Shrubs Required	4.8 Shrubs (24 / 3)
Shrubs Provided	5 Shrubs (2 Existing)
Parking Lot Landscaping	143 Spaces
Parking Spaces Shown	715 s.f. (143 x 5)
Interior Landscaping Required	1,943 s.f.
Interior Landscaping Provided	7.2 Trees (715 / 100)
Trees Provided	8 Trees
Interior Landscaping	115,602 s.f. (As Shown on Sheet 4)
Impervious Site Area	5,780 s.f. (115,602 x 5%)
Landscape Area Required	69,062 s.f. (As Shown on Sheet 4)
Landscape Area Provided	14.4 Trees (5,780 / 400)
Trees Required	20 Trees (20 Existing)
Trees Provided	30.9 Shrubs ((5,780 / 400) x 2) +2
Shrubs Required	87 Shrubs (87 Existing)
Shrubs Provided	

Existing Vegetation

Symbol	Species
1	Honey Locust (17 Trees)
2	Austrian Pine (31 Trees)
3	Crabapple (11 Trees)
4	Russian Olive (9 Trees, Exempt from Requirements)
5	Siberian Elm (1 Tree, Exempt from Requirements)
6	Scotch Pine (1 Tree)
7	Sugar Maple (2 Trees)
8	Red Maple (2 Trees)
9S	Rose (13 Shrubs)
10S	Privet (36 Shrubs)
11S	Burning Bush (22 Shrubs)
12S	Forsythia (11 Shrubs)
13S	Aibonvitae (5 Shrubs)
*X	Tree to be Removed

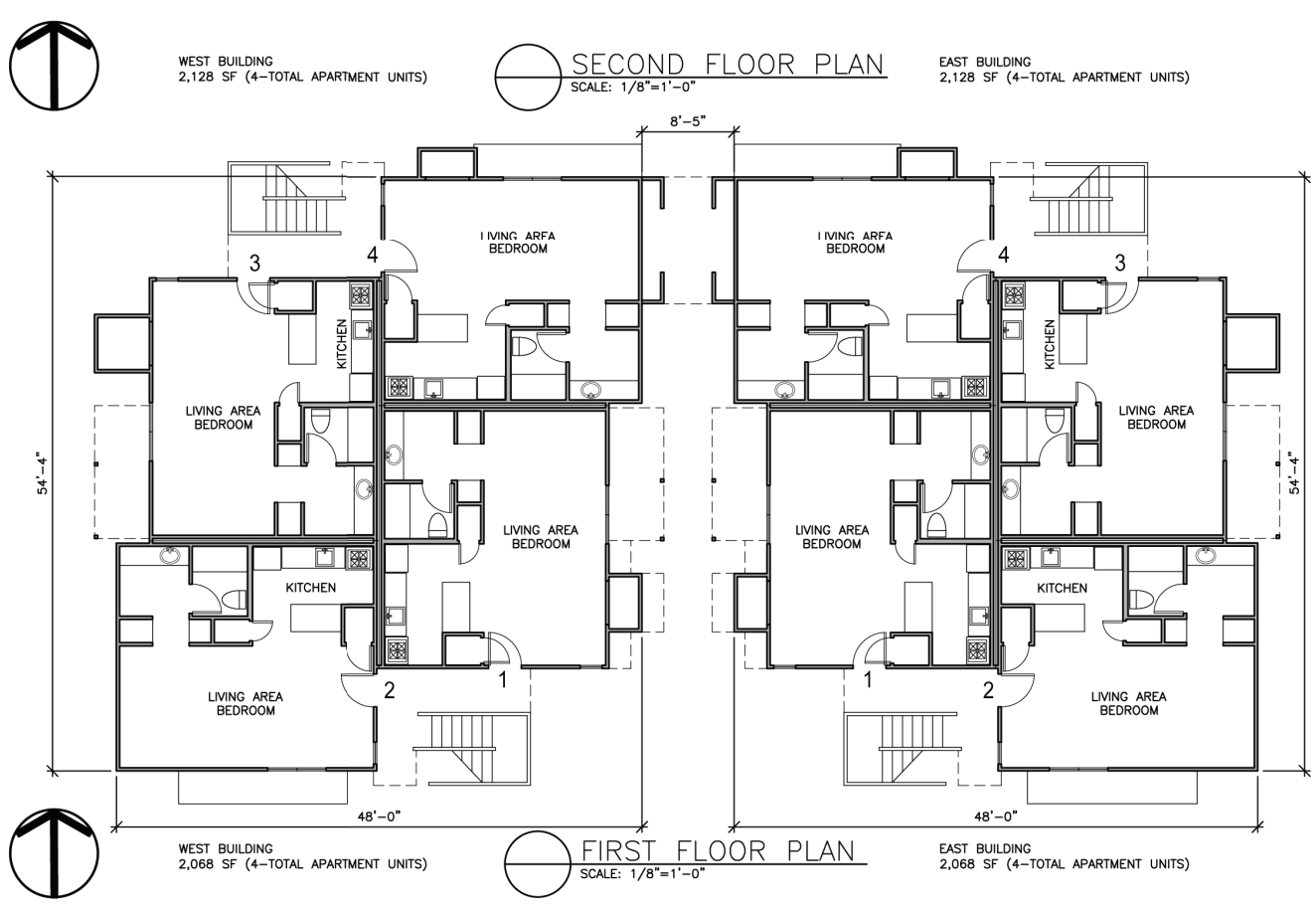
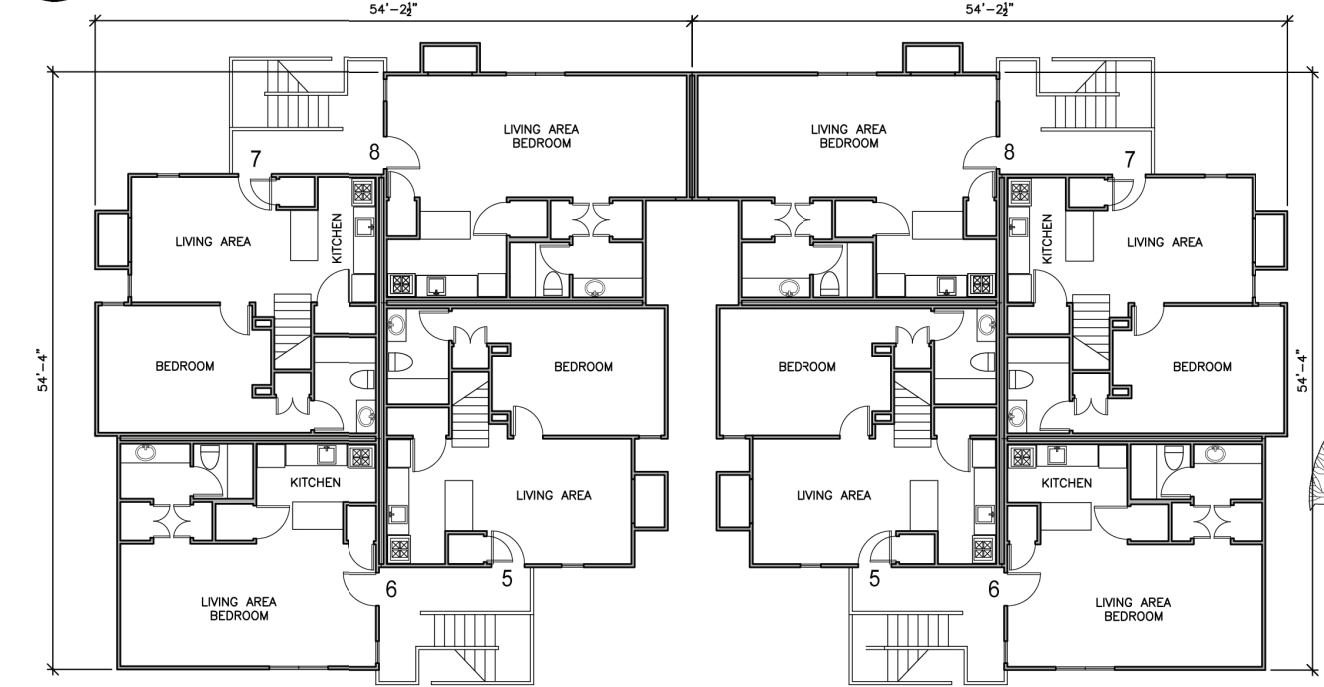
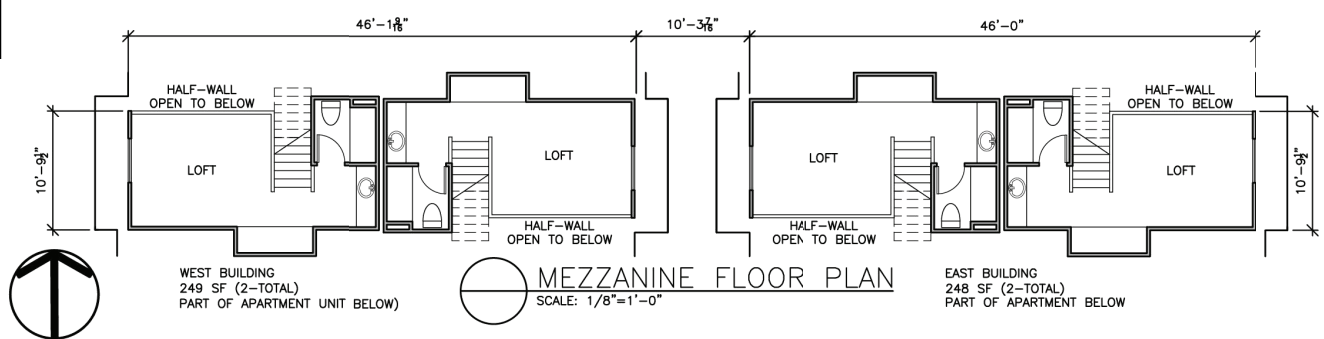
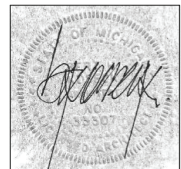
Plant List

sym.	qty.	botanical name	common name	caliper	spacing	root	height
Frontage Landscaping							
TMF	3	Taxus x media 'Densiformis'	Dense Yew		as shown	B&B	36"
Parking Lot Landscaping							
AKP	3	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple	3.0"	as shown	B&B	
ARP	3	Acer rubrum 'Red Point'	Red Point Maple	3.0"	as shown	B&B	
LTP	2	Liriodendron tulipifera	Tulip Tree	3.0"	as shown	B&B	
UPP	1	Ulmus x 'Princeton'	Princeton Elm	3.0"	as shown	B&B	
	9	Trees Provided					
General Plantings							
UP	1	Ulmus x 'Princeton'	Princeton Elm	3.0"	as shown	B&B	
HP	12	Hydrangea paniculata 'Little Quickfire'	Little Quickfire Hydrangea		as shown	cont	36"
PO	15	Physocarpus opulifolius 'Coppertina'	Coppertina Ninebark		as shown	cont	36"



2441 Dorchester Road
Birmingham, MI 48009
koseckarch@gmail.com
248.302.4018

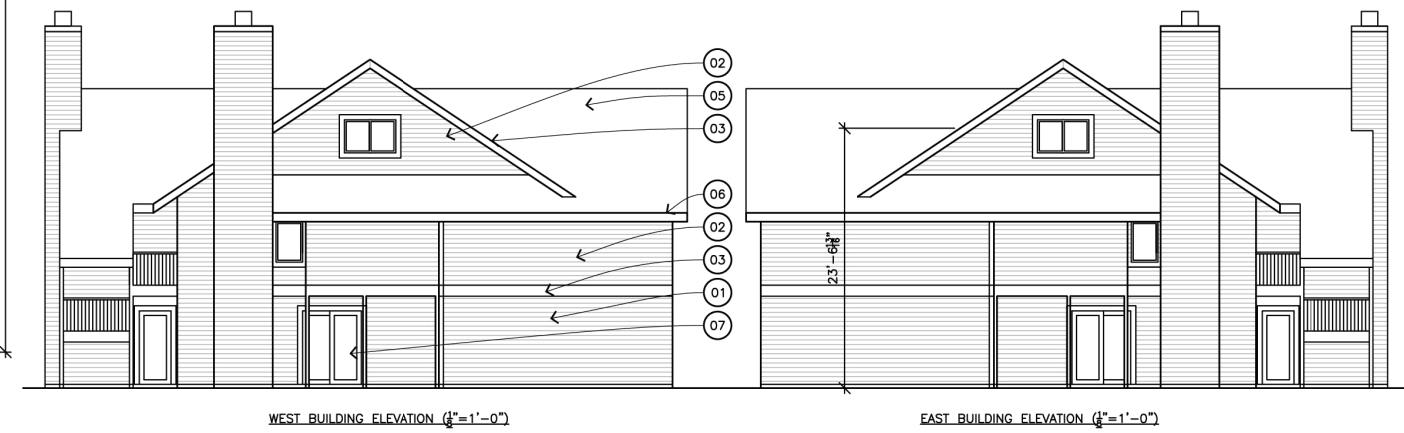
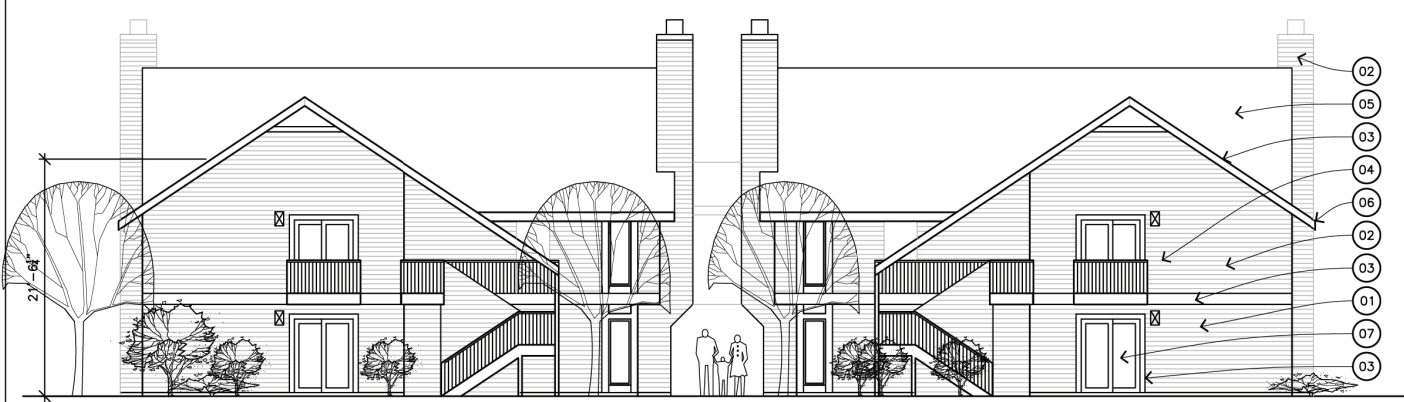
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EXISTING BUILDING GROUP (TYPICAL OF ALL), 6-TOTAL
CURRENT USE IS "HOTEL" (16-TOTAL UNITS)
PROPOSED USE IS "RESIDENTIAL APARTMENTS"
NO EXTERIOR CHANGES ARE PROPOSED, ONLY INTERIOR FINISH
UPGRADES)



SITE AERIAL PHOTO
NOT TO SCALE



- ELEVATION NOTES**
NOTE: EXISTING EXTERIOR BUILDING MATERIALS ARE IN GOOD CONDITION AND GENERALLY ATTRACTIVE. NO CHANGES ARE PROPOSED
- 01 SIDING - CEMENT BOARD (COLOR "TAN")
 - 02 SIDING - CEMENT BOARD (COLOR "BEIGE")
 - 03 TRIM - WOOD (COLOR "WHITE")
 - 04 GUARDRAIL - ALUMINUM (COLOR "WHITE")
 - 05 SHINGLES - FIBERGLASS (COLOR "BROWNWOOD")
 - 06 GUTTERS/DOWNSPOUTS ALUMINUM (COLOR "WHITE")
 - 07 DOORS/WINDOWS FIBERGLASS (COLOR "WHITE")

TOTAL BUILDING AREA
WEST BUILDING: 4,445 SF
EAST BUILDING: 4,445 SF
TOTAL COMBINED: 8,890 SF

Issue For:
Client Review
01.30.2025
Final Client Review
02.03.2025
Submit to SKL for SPA Application
02.XX.2025

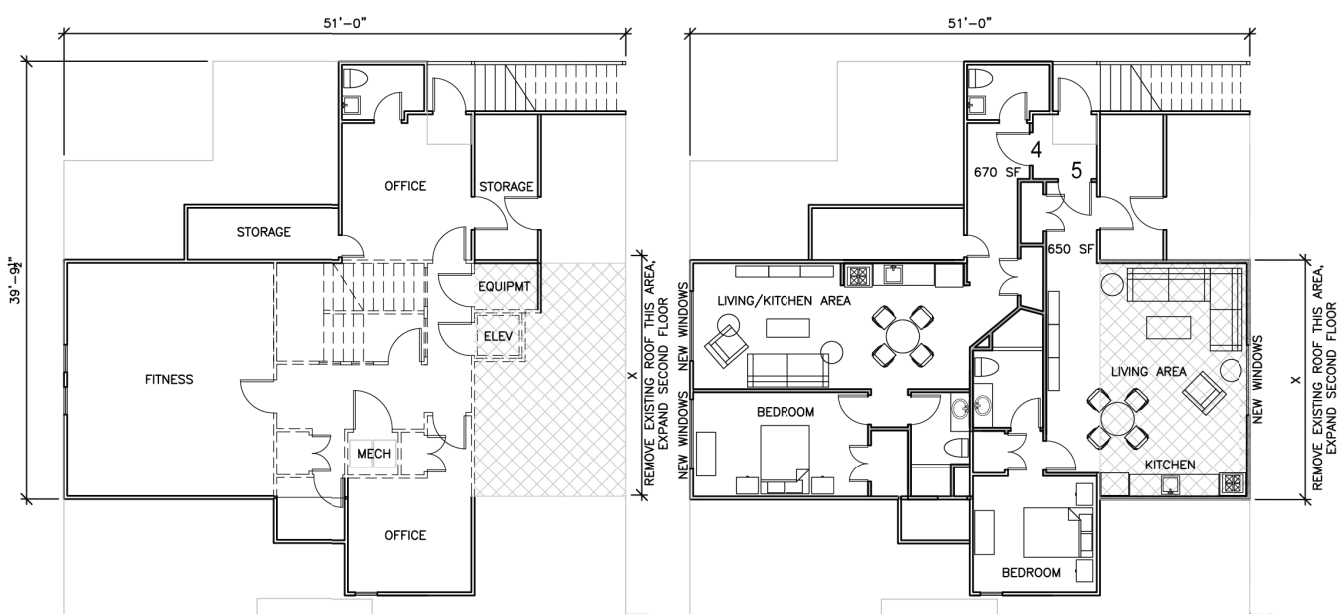
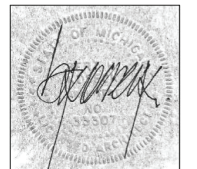
Project
Use Change
From Hotel to Apartments
32650 Stephenson Highway
Madison Heights, MI

Sheet Name
APARTMENT BUILDING (TYPICAL)

Sheet Number
SPA.a01

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Birmingham, MI 48009
koseckarch@gmail.com
248.302.4018

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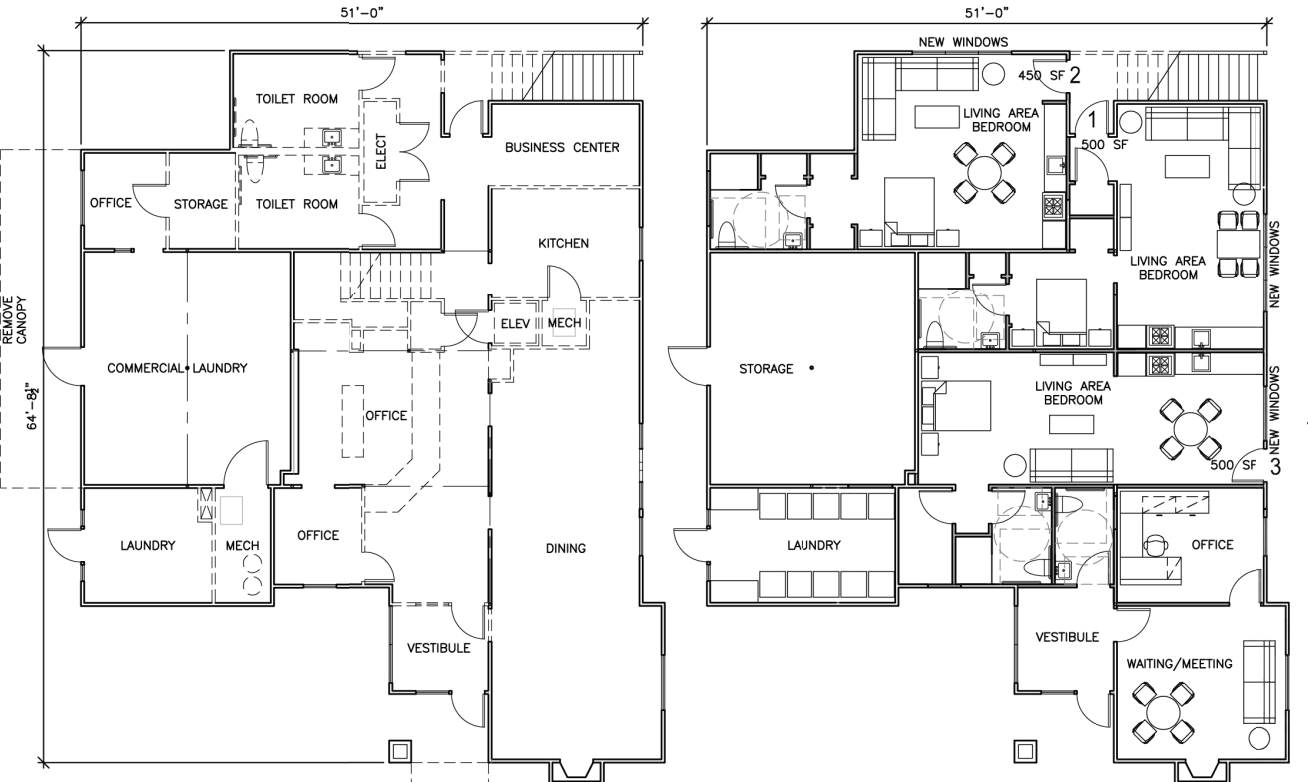


SECOND FLOOR AREA (EXISTING): 1,166 SF

SECOND FLOOR AREA (PROPOSED): 1,456 SF (ADDED 290 SF)

SECOND FLOOR PLAN (EXISTING)
SCALE: 1/8"=1'-0"

SECOND FLOOR PLAN (PROPOSED)
SCALE: 1/8"=1'-0"



FIRST FLOOR AREA (EXISTING): 2,653 SF

FIRST FLOOR AREA (PROPOSED): 2,653 SF (NO CHANGE)

FIRST FLOOR PLAN (EXISTING)
SCALE: 1/8"=1'-0"

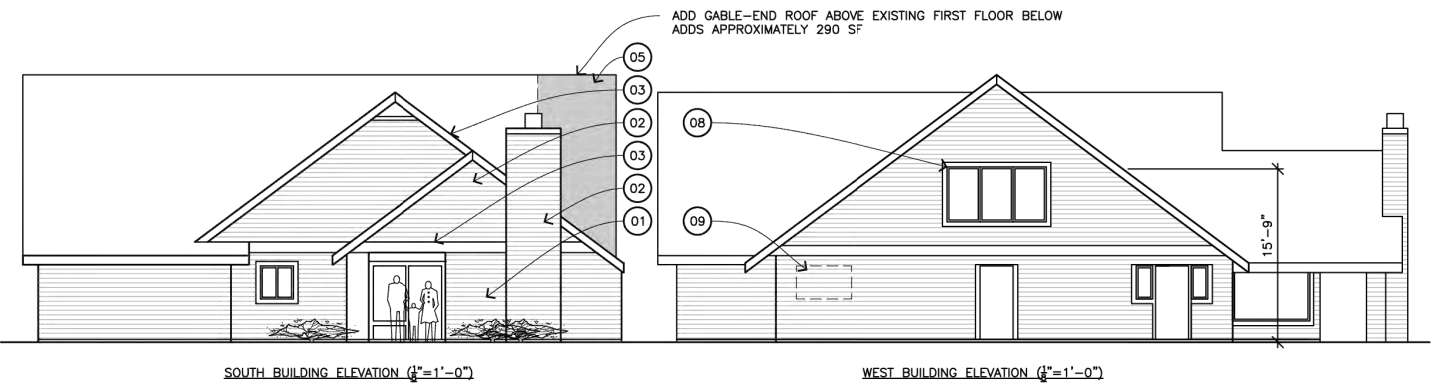
FIRST FLOOR PLAN (PROPOSED)
SCALE: 1/8"=1'-0"



SITE AERIAL PHOTO
NOT TO SCALE

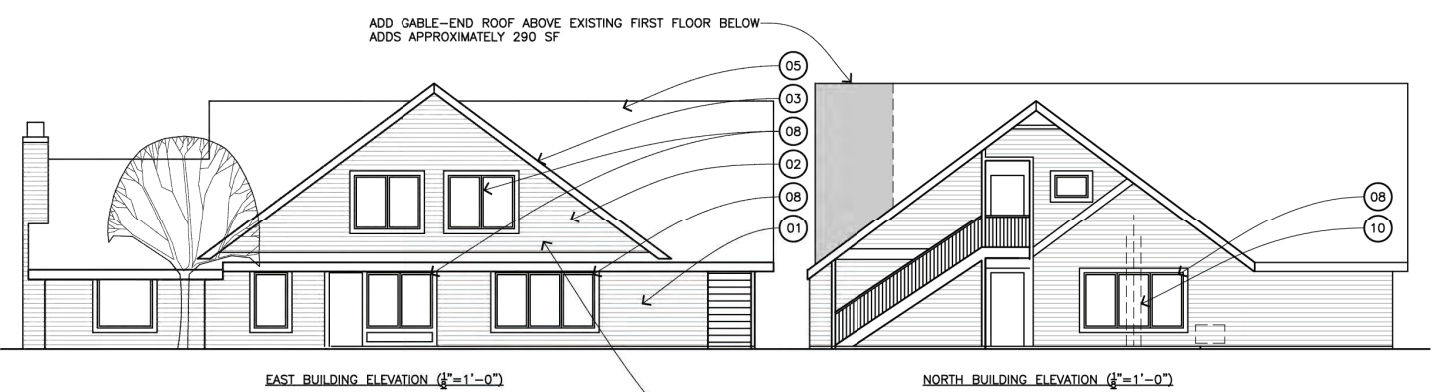


EXISTING BUILDING, THE "GATEHOUSE"
CURRENT USE IS OFFICE, DINING, FITNESS, AND LAUNDRY
PROPOSED USE IS "OFFICE, LAUNDRY, STORAGE, AND
RESIDENTIAL APARTMENTS"
MINIMAL EXTERIOR CHANGES ARE PROPOSED, SUBSTANTIAL
INTERIOR MODIFICATIONS TO ROOM LAYOUTS



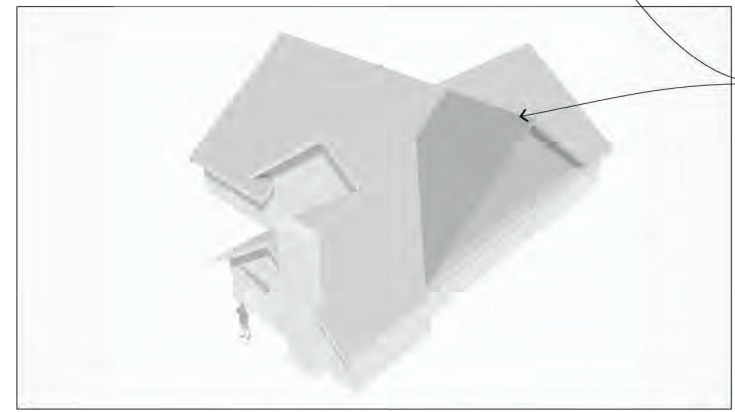
SOUTH BUILDING ELEVATION (1/2"=1'-0")

WEST BUILDING ELEVATION (1/2"=1'-0")



EAST BUILDING ELEVATION (1/2"=1'-0")

NORTH BUILDING ELEVATION (1/2"=1'-0")



3D VIEW OF BUILDING FORM WITH PROPOSED ADDITION

ADD GABLE-END ROOF ABOVE EXISTING FIRST FLOOR BELOW
ADDS APPROXIMATELY 290 SF

NOTE:
APPLICANT RESERVES THE RIGHT TO
REDUCE THE QUANTITY OF APARTMENT
UNITS SHOWN ON THIS DRAWING IN THE
REDESIGNED GATEHOUSE BUILDING AFTER
SITE PLAN APPROVAL.

ELEVATION NOTES
NOTE: EXISTING EXTERIOR BUILDING
MATERIALS ARE IN GOOD CONDITION
AND GENERALLY ATTRACTIVE. NO
CHANGES ARE PROPOSED

- 01 SIDING - CEMENT BOARD (COLOR "TAN")
- 02 SIDING - CEMENT BOARD (COLOR "BEIGE")
- 03 TRIM - WOOD (COLOR "WHITE")
- 04 GUARDRAIL - ALUMINUM (COLOR "WHITE")
- 05 SHINGLES - FIBERGLASS (COLOR "BROWNWOOD")
- 06 GUTTERS/DOWNSPOUTS ALUMINUM (COLOR "WHITE")
- 07 DOORS/WINDOWS FIBERGLASS (COLOR "WHITE")
- 08 NEW DOORS/WINDOWS FIBERGLASS (COLOR "WHITE")
- 09 REMOVE EXISTING WINDOW FILL TO MATCH SIDING
- 10 REMOVE AND RELOCATE EXISTING MECH/ELECT

TOTAL BUILDING AREA
EXISTING: 3,819 SF
PROPOSED ADDITION: 290 SF
NEW TOTAL: 4,109 SF

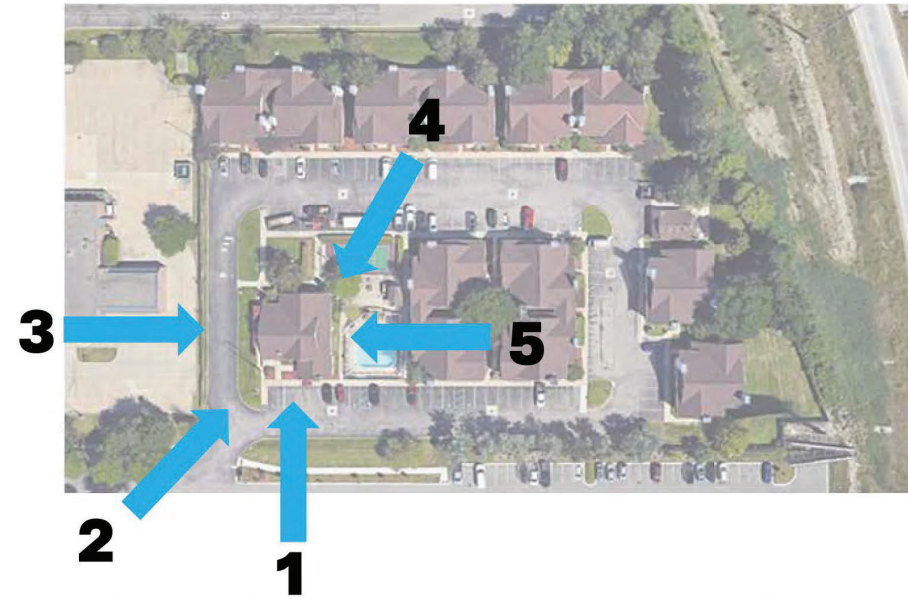
Issue For:
Client Review
01.30.2025
Final Client Review
02.03.2025
Submit to SKL for SPA Application
02.XX.2025

Project
Use Change
From Hotel to Apartments
32650 Stephenson Highway
Madison Heights, MI

Sheet Name
GATEHOUSE
BUILDING

Sheet Number
SPA.a02

PROJECT: 32650 STEPHENSON HIGHWAY MADISON HEIGHTS MICHIGAN - TRANSITION FROM HOTEL TO APARTMENTS
PHOTOS OF THE EXISTING GATEHOUSE



PROJECT: 32650 STEPHENSON HIGHWAY MADISON HEIGHTS MICHIGAN - TRANSITION FROM HOTEL TO APARTMENTS

PHOTOS OF THE EXISTING APARTMENTS



5



6



1



2



3



4



Specifications
 EPA: 0.44 ft² (0.04 m²)
 Length: 26.18" (66.94 cm)
 Width: 14.06" (35.70 cm)
 Height H1: 2.26" (5.79 cm)
 Height H2: 7.46" (18.95 cm)
 Weight: 23 lbs (10.4 kg)

Introduction
 The modern styling of the D-Series features a highly refined aesthetic that blends seamlessly with its environment. The D-Series offers the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire.
 The photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. D-Series outstanding photometry aids in reducing the number of poles required in area lighting applications, with typical energy savings of 70% and expected service life of over 100,000 hours.

design select
 Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. See ordering tree for details.

Ordering Information EXAMPLE: DSXO LED P6 40K 70CRI T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

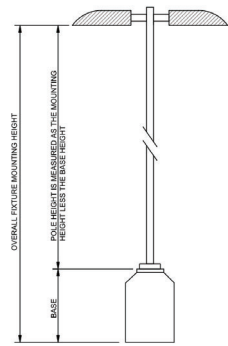
Series	LEDs	Color temperature	Color Rendering Index	Distribution	Mounting	Shipped included
DSXO LED	Forward optics (this section 70CRI only)	30K 3000K	70CRI	AFR Automotive front view	MVOLT (120V-277V)	SPK Square pole mounting (8" drilling, 1.5" min. 50 pole)
P1	P1	30K 3000K	70CRI	T15 Type I tubular	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
P2	P2	40K 4000K	70CRI	T24 Type II medium	MVOLT (120V-277V)	SPAS Square pole mounting (8" drilling, 1.5" min. 50 pole)
P3	P3	50K 5000K	70CRI	T3M Type III medium	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
P4	P4	50K 5000K	70CRI	T3M Type III medium	MVOLT (120V-277V)	SPAS Square pole mounting (8" drilling, 1.5" min. 50 pole)
Related optics	Other section 80CRI only, extended lead times apply					
P10	P10	27K 2700K	80CRI	T15 Type I tubular	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
P11	P11	30K 3000K	80CRI	T24 Type II medium	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
		35K 3500K	80CRI	T3M Type III medium	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
		40K 4000K	80CRI	T3M Type III medium	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)
		50K 5000K	80CRI	T3M Type III medium	MVOLT (120V-277V)	RPA Round pole mounting (8" drilling, 1.5" min. 50 pole)

Control options
 Shipped installed: NLTAIR2 PIRHN (night All-gen 2 enabled with bi-directional ambient sensor & 40' mounting height, ambient sensor enabled at 26" min.)
 PIR High flow motion ambient sensor, 8-40' mounting height, ambient sensor enabled at 26" min.
 PER NLTAIR2 rear-back receptacle only (controls not installed separately)
 PERS Free-pole receptacle only (controls not installed separately)

One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-705-SERV (3788) • www.lithonia.com
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Energize with confidence!
 Contact our EV Charging Team to source and specify industry leading hardware and software solutions.
 Chris Aina
caina@gasserbush.com
 734-460-4036
www.gasserbush.com



Symbol	Label	QTY	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Lumens per Lamp	LLF	Wattage	Mounting Height
□	A	1	Lithonia Lighting	DSXO LED P4 30K T3M MVOLT	DSXO LED P4 30K T3M MVOLT	LED	1	9520	0.9	92	20'-0"
□	B	2	Lithonia Lighting	DSXO LED P4 30K T3M MVOLT	DSXO LED P4 30K T3M MVOLT	LED	1	9800	0.9	92	20'-0"
□	C	2	Lithonia Lighting	DSXO LED P4 30K T5M MVOLT	DSXO LED P4 30K T5M MVOLT with houseside shield	LED	1	7339	0.9	92	20'-0"
□	D	1	Lithonia Lighting	DSXO LED P4 30K T5M MVOLT	DSXO LED P4 30K T5M MVOLT	LED	1	10175	0.9	92	20'-0"
□	A-EXISTING	2	Lithonia Lighting	DSXO LED P4 30K T3M MVOLT	DSXO LED P4 30K T3M MVOLT	LED	1	9520	0.9	92	20'-0"
□	B-EXISTING	6	Lithonia Lighting	DSXO LED P4 30K T3M MVOLT	DSXO LED P4 30K T3M MVOLT	LED	1	9800	0.9	92	20'-0"
□	C-EXISTING	0	Lithonia Lighting	DSXO LED P4 30K T5M MVOLT HS	DSXO LED P4 30K T5M MVOLT with houseside shield	LED	1	7339	0.9	92	20'-0"
□	D-EXISTING	0	Lithonia Lighting	DSXO LED P4 30K T5M MVOLT	DSXO LED P4 30K T5M MVOLT	LED	1	10175	0.9	92	20'-0"

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min	Avg/Max
Entrance Drive	+	0.9 fc	3.3 fc	0.0 fc	N/A	N/A	0.3:1
Parking	+	1.1 fc	2.7 fc	0.0 fc	N/A	N/A	0.4:1
Western Drive	+	0.7 fc	2.9 fc	0.0 fc	N/A	N/A	0.2:1
Calc Zone #1	+	0.6 fc	3.3 fc	0.0 fc	N/A	N/A	0.2:1

General Note

- SEE SCHEDULE FOR LUMINAIRE MOUNTING HEIGHT.
- SEE LUMINAIRE SCHEDULE FOR LIGHT LOSS FACTOR.
- CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: 0' - 0"

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

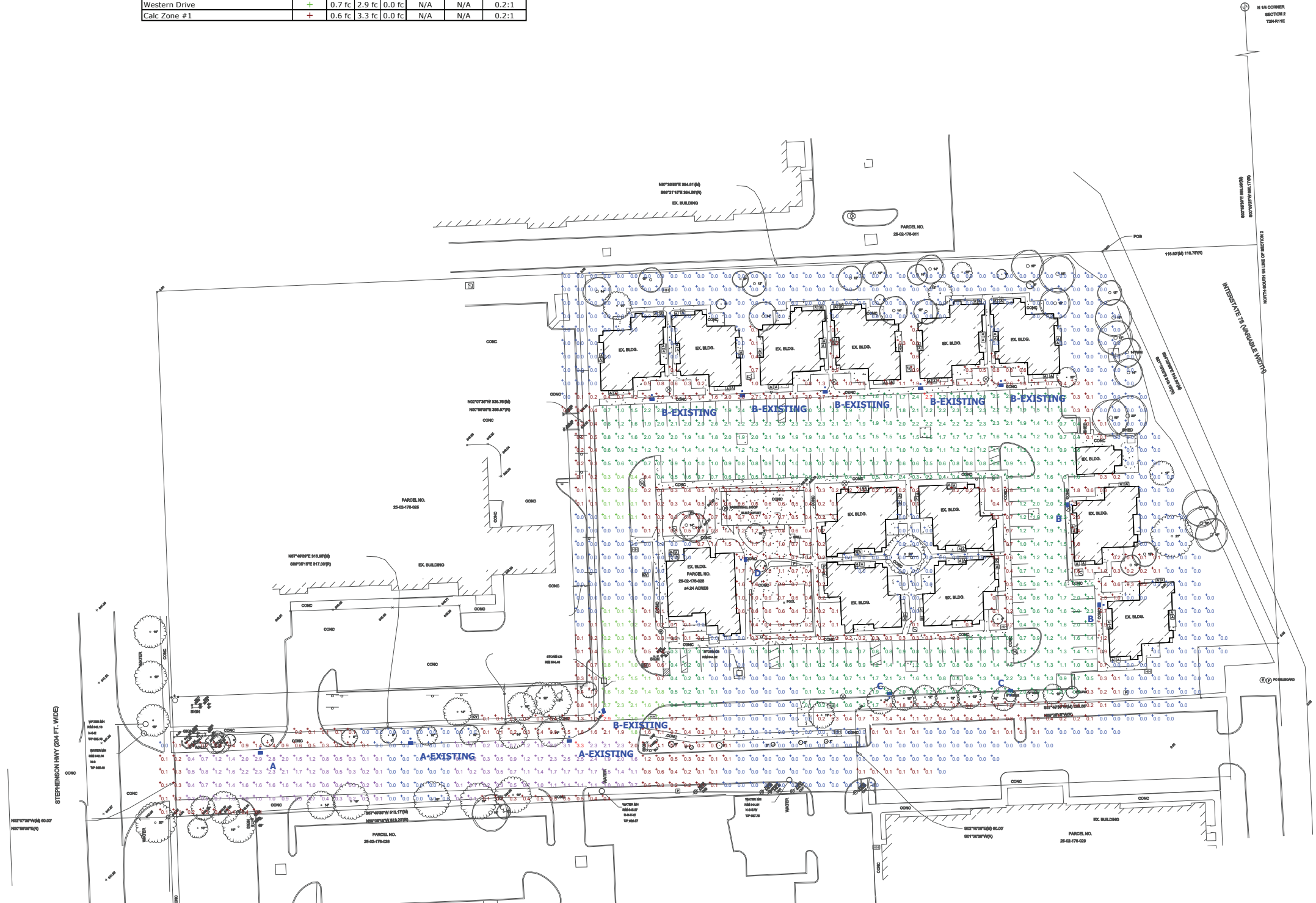
UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIREMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT CONTROLS@GASSERBUSH.COM OR 734-266-6705.

Ordering Note

FOR INQUIRIES CONTACT GASSER BUSH AT QUOTES@GASSERBUSH.COM OR 734-266-6705.

Drawing Note

THIS DRAWING WAS GENERATED FROM AN ELECTRONIC IMAGE FOR ESTIMATION PURPOSE ONLY. LAYOUT TO BE VERIFIED IN FIELD BY OTHERS.



Plan View
 Scale - 1" = 40ft



Item 5.

SAUL URBAN SITE
 PHOTOMETRIC SITE PLAN
 GASSER BUSH ASSOCIATES
 PREPARED FOR: SKL ENGINEERING
WWW.GASSERBUSH.COM

Designer
 DB/KB
Date
 02/10/2025
Scale
 Not to Scale
Drawing No.
 QUICK CALC V3
1 of 1

Walterhoefer, Brandy

From: Erin R. Cobane <ECobane@dickinson-wright.com>
Sent: Monday, February 10, 2025 2:46 PM
To: Walterhoefer, Brandy
Cc: Michael J. Lusardi
Subject: Request re Minor Sidewalk Easement for 32650 Stephenson Highway, Madison Heights

Brandy,

This shall serve as a status update on our attempt to obtain an easement for the sidewalk serving the property located at 32650 Stephenson Highway, Madison Heights, Michigan (the "Subject Property"). We have been in contact over the past ten days with the representatives of the owner of the property located at 32600 Stephenson Highway, which is adjacent to the Subject Property. Those representatives, including the attorney for the owner, have indicated a conceptual agreement to the easement grant. We continue to finalize the formal documentation, which we anticipate to be signed in the next week or so.

Thank you,
Erin



Erin R. Cobane

Member

O:248-631-2096

ECobane@dickinsonwright.com

2600 West Big Beaver, Suite 300, Troy, MI 48084

The information contained in this e-mail, including any attachments, is confidential, intended only for the named recipient(s), and may be legally privileged. If you are not the intended recipient, please delete the e-mail and any attachments, destroy any printouts that you may have made and notify us immediately by return e-mail. Neither this transmission nor any attachment shall be deemed for any purpose to be a "signature" or "signed" under any electronic transmission acts, unless otherwise specifically stated herein. Thank you.

L2L Madison Heights, LLC

7700 Old Georgetown Rd
Bethesda, MD, 20814
samdifrank@saulurban.com
(301) 986 - 6065

February 10th, 2025

City of Madison Heights Planning Services

300 West Thirteen Mile Road
Madison Heights, MI, 48071

Re: Request for Site Plan Condition

To Whom It May Concern,

This letter is being submitted in conjunction with the Major Site Plan application for the proposed development located at 32650 Stephenson Hwy, Madison Heights, MI 48071.

In the event that we, as the developer, elect to reduce the total number of apartment units constructed within the gatehouse building, we request that the planning commission's approval of the site plan be deemed sufficient to authorize such adjustment, with no further approvals required. We would like to reserve the right to construct the additional approved units at a later date, provided that the total number of units within the gatehouse does not exceed the number shown on the final approved site plan.

We appreciate your consideration of this request. We trust this request will provide us necessary flexibility while remaining in compliance with the approved site plan. Should you have any questions, or if further discussion is necessary, please do not hesitate to contact me, Sam Difrank, directly at (301) 986-6065 or via email at samdifrank@saulurban.com.

Thank you for your time and attention to this matter.

Sincerely,



Sam Difrank
Executive Vice President & Chief Investment Officer
L2L Madison Heights LLC

Section 3.21 MUI-2 Mixed Use Innovation District

PREAMBLE		
<p>The Mixed-Use Innovation-2 (MUI-2) District is established to promote the redevelopment of moderate to larger-scale regional commercial centers into walkable, compact developments featuring a cohesive mix of commercial, residential, and recreational land uses. MUI-2 development standards are intended to allow for the creation of integrated mixed-use, walkable districts, which prioritize pedestrian connectivity over vehicle circulation and parking. The MUI-2 district is also intended as an alternative format for larger-scale commercial uses than that of the Business (B) zoning districts.</p>		
PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> • Artisan Manufacturing/Makerspace • Artist Studio • Banquet/Assembly/Meeting Halls (greater than 75 persons) 7.03(5) • Banquet/Assembly/Meeting Halls (less than 75 persons) 7.03(5) • Bars and Taprooms • Business or Trade Schools • Child Family Day Care Homes 7.03(7) • Child/Adult Day Care Center and Preschools 7.03(6) • Contractor’s Office 7.03(9) • Essential Public Utility Services • Financial Institutions • Foster Care Family Homes 7.03(14) • General Retail, Small to Mid-Format (up to 30,000 sq. ft.) • Government Office Building/Courthouse/Public Police and Fire Services • Home Improvement Centers and Garden Centers, Small to Mid-Format (up to 30,000 sq. ft.) 7.03(17) • Hotels and Lodging Facilities 7.03(20) • Incubator Kitchen or Catering Facility • Incubator Workspaces • Indoor Recreational Business 7.03(21) • Industrial Tool and Equipment Sales, Rental, Service, Storage and Distribution • Institutions of Higher Learning • Live/Work 7.03(23) • Marihuana Safety Compliance Facility 7.03(25) • Medical Marihuana Caregivers (Primary Caregiver Marihuana Grow Overlay District only) 7.03(24) • Medical Office • Microbreweries, Wineries and Distilleries • Multi-Family Dwellings 7.03(30) • Personal Service Establishments • Pharmacy • Post Office 	<ul style="list-style-type: none"> • Auto Sales (New and Used) and Rental 7.03(3) • Child Group Day Care Homes 7.03(7) • Commercial Kennels and Boarding Facilities 7.03(8) • Foster Care Group Homes 7.03(14) • Funeral Homes 7.03(15) • General Retail, Large-Format (>30,000 sq. ft.) • Home Improvement Centers and Garden Centers, Large Format (> 30,000 sq. ft.) 7.03(17) • Home Occupation, Major 7.03(18) • K-12 Schools, Public or Private • Mobile Food Court (Principal Use) 7.03(27) • Outdoor Recreational Business 7.03(32) • Parking as a Principal Use 7.03(34) • Senior Housing, Assisted 7.03(41) • Wholesale Sales/Retail 	<ul style="list-style-type: none"> • Accessory Buildings, Structures and Uses Section 8.03 • Drive-Through Facilities 7.03(11) • Home Occupation, Major 7.03(18) • Home Occupation, Minor 7.03(18) • Mobile Food Site (Accessory Use) 7.03(28) • Outdoor Dining and Seating 7.03(31) • Outdoor Sales and Display 7.03(33)

<ul style="list-style-type: none"> • Professional Office • Public Library, Museum, Art Center, Community Center • Public Parks • 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) • Residential/Commercial Mixed-Use 7.02(2) • Restaurant • Senior Housing, Independent 7.03(42) • Temporary Buildings and Uses 7.03(43) • Theater • Tobacco/Smoke Shop or Smoke Lounge 7.03(44) • Townhomes, Attached One-Family Dwellings 7.03(45) • Tutoring and Instructional Services • Veterinary Clinic or Animal Grooming 7.03(46) 		
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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	–	Front Yard	Minimum: 10 ft. Maximum (arterial/collector streets only): 25 ft.
Min. Lot Width	–	Side Yard (interior)	0 ft (where sharing party wall); 5 ft. otherwise
Max. Lot Coverage	–	Side Yard (street)	5 ft.
Max. Building Height (ft.)	100 ft.	Rear Yard	15 ft.
Max. Building Height (stories)	10		

1. **Footnotes to Dimensional Regulations.** The following supplemental standards apply to the MUI-2 dimensional regulations:

- A. Front setbacks of buildings shall be measured from an existing or new street right-of-way line (or to a line established 10' from existing service drive pavement edge).
- B. Any portion of a building within twenty (20) feet of a residentially-zoned property shall not exceed twenty-five (25) feet in height. Each additional story up to fifteen (15) feet in height shall be further stepped back a distance of ten (10) feet from this setback line.
- C. Townhome structures are further subject to the dimensional standards of [Section 7.03\(45\)](#). Where the dimensional/design standards of the MUI-2 district and the use-specific standards for townhomes conflict, the use-specific standards for townhomes shall take precedence.

2. **Design Standards.** The following design standards apply to buildings and sites within the MUI-2 districts.

A. **Façade Design.**

- (1) Large expanses of highly reflective wall surface material, including mirrored glass on exterior walls, are prohibited.
- (2) Buildings with façades over 150 feet in length must incorporate wall projections or recesses, or changes in wall plane a minimum of 4 inches in depth a maximum of every 25 linear feet.
- (3) The ground floor of the front façade must maintain a minimum transparency of 30%, measured between 2 and 10 feet in height from grade.
- (4) Portions of the front façade at second floor or higher must maintain a minimum transparency of 15% of the wall area on each story.
- (5) Only the following principal exterior wall building materials shall be permitted:
 - (a) Rock face block, natural finish.
 - (b) Solid brick or brick veneer
 - (c) Portland Cement Stucco, natural finish
 - (d) Decorative metal siding (maximum 20% of total wall area)
 - (e) Finished Concrete (maximum 20% of total wall area).
 - (f) Steel or painted wood windows and storefronts.
 - (g) Cedar lap siding and shingles, painted or stained.
 - (h) Painted wood trim.
 - (i) Limestone and terra cotta.
 - (j) Other principal materials which, at the determination of the Planning and Zoning Administrator, are compatible and consistent with the aforementioned materials in both appearance and quality.

B. **Roof Design (flat roofs).**

- (1) Green roof, blue roof, and white roof designs are encouraged.
- (2) Reflective roof surfaces that produce glare are prohibited, except for solar panels or white roofs intended to radiate absorbed or non-reflected solar energy and reduce heat transfer to the building.

C. **Entrance Design.**

- (1) Public entrances and primary building elevations shall be oriented toward public streets or private streets. Main entrances to the building shall be well defined.

D. **Site Design.** Parking areas shall be placed in the interior side yard or rear yard, per Section 10.01.

3. **New Street Standards.** Where new internal streets are proposed, the following standards shall apply:

- A. Street spacing max 500' o.c.
- B. Allowable Right-Of Way widths: 66' to 100'.
- C. Allowable pavement widths: 17' to 46'.
- D. On-street parallel parking required. (For pavement less than 25' in width, one side parking shall be deemed sufficient).
- E. Street trees shall be planted 40' to 66' o.c. at regular intervals.

- F. Multiple streets must be laid out forming an interconnected network of streets and blocks, block sizes max. 500' in any direction (measured to and from street centerlines).
- G. Sidewalks and curbs are required on both sides of new streets.
- H. New Cul-de-sacs shall be prohibited.
- I. New streets must terminate at other streets or extend to a lot line or development limit to accommodate off-site connections.

- iv. *A statement that the responsible party may appear and present evidence on their behalf and has the right to be represented by legal counsel.*
8. **Residential Dwellings Exempted.** A Certificate of Occupancy is not required for the change of ownership or tenancy of an existing residential dwelling unit.

Section 15.04 Site Plan Review

1. **Purpose.** This section sets forth the requirements for the application, review, approval, and enforcement of site plans in the City of Madison Heights. Site plans may be reviewed and acted upon by the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission.
2. **Developments Subject to Minor (Planning and Zoning Administrator) or Major (Technical Review Committee or Planning Commission) Site Plan Review.** Site Plans may be deemed 'Minor' or 'Major' based upon the criteria listed in this Section. Minor Site Plans may be reviewed and acted upon by the Planning and Zoning Administrator. Major Site Plans shall be acted upon by the Technical Review Committee or the Planning Commission, as determined by [Article 14](#) Engineering Plan approval may be required following site plan approval for projects with significant impacts on stormwater, transportation, and utility systems, per [Section 15.04\(3\)\(E\)](#).
3. **Site Plan Review Process.** An applicant may initiate the site plan review process by submitting for Minor or Major Site Plan approval. All materials shall be submitted to the Community and Economic Development Department for processing.
 - A. **Pre-Application Conference (optional).** At the option of the applicant, prior to the submittal of a formal site plan review application, the applicant may submit a conceptual plan to the Community and Economic Development Department to be reviewed by the Planning and Zoning Administrator. The purpose of the pre-application conference is to discuss the review procedures, design elements, and ordinance requirements. At this conference, the Planning and Zoning Administrator may provide the applicant with an advisory opinion as to whether the site plan qualifies as a minor or major site plan, and whether the conceptual plan meets the standards of this Ordinance with respect to use, location, character, and zoning district requirements. The City's comments during a pre-application conference shall be advisory in nature only, and shall not constitute approval of a site plan. An applicant may request that the pre-application conference take place at a meeting of the Technical Review Committee, upon payment of a fee established by City Council.
 - B. **Site Plan Review Not Required.** Formal Site Plan review shall not be required for:
 - (1) Detached single-family and duplex housing and related parking.
 - (2) Accessory Dwelling Units and Residential Accessory Structures
 - (3) Minor alterations to an approved site not listed under minor or major site plan review, as determined by the Planning and Zoning Administrator
 - C. **Minor Site Plans.**
 - (1) A Minor Site Plan shall be submitted to the Planning and Zoning Administrator for review and approval for any of the following activities, uses, or developments, except for those uses/projects exempted from Site Plan Review above.
 - (a) Remodeling or altering an existing structure that does not modify the building footprint.
 - (b) Addition/expansion of existing structure that does not increase the gross interior or leasable floor area by more than 2,000 square feet and does not increase the total by more than 20% of the existing gross floor area and does not impact site grading, circulation, or utilities. In cases of multi-family residential development, the application shall not increase the number of dwelling units.
 - (c) Individual Multiplex and Townhome developments (3-4 units).
 - (d) Addition, modification, or relocation of non-residential accessory structures or structures such as dumpster enclosures.
 - (e) Change in building height that does not create new floor area.

- (f) Decrease in building size that does not impact site grading, circulation, or utilities.
- (g) Minor changes to building or site to accommodate barrier-free regulations.
- (h) Additions, modifications or substitutions of approved or existing landscaping or site lighting.
- (i) Internal rearrangement of parking lot that does not significantly change site circulation, create new parking spaces, or require the installation of new pavement or re-grading.

The Planning and Zoning Administrator may refer site plans for any of the above to the Technical Review Committee and/or Planning Commission for review and approval. The Planning and Zoning Administrator may also require Engineering Approval in accordance with [Section 15.04\(3\)\(E\)](#) after consultation with the City Engineer.

- (2) Applicant initiates the Minor Site Plan process by submitting the following materials to the Community and Economic Development Department:
 - (a) One copy of the completed minor site plan application form.
 - (b) Two 11" x 17" copies of the site plan containing all of the information set forth in [Section 15.04\(4\)](#) below.
 - (c) One copy of the site plan in digital (PDF) format.
 - (d) All applicable fees as established by City Council.
 - (3) The Planning and Zoning Administrator reviews the Minor Site Plan application materials for completeness and for compliance with the standards contained within this Ordinance.
 - (4) The Planning and Zoning Administrator shall approve, approve subject to conditions, deny, or postpone action on the Minor Site Plan:
 - (a) *Approval:* Upon determination that a minor site plan is in compliance with the requirements of this Ordinance, and other applicable ordinances and laws, the Planning and Zoning Administrator shall approve the minor site plan. A Notice of Action and a stamped copy of the approved site plan shall be sent to the applicant. The applicant may apply for Engineering Plan approval, if required.
 - (b) *Approval subject to Conditions:* The Planning and Zoning Administrator may approve a minor site plan subject to one (1) or more conditions necessary to address minor modifications to the plan. Such conditions may include the need to obtain variances or approvals from other agencies. Upon resubmittal of the site plan which satisfies the condition(s), the Zoning Administrator shall approve the minor site plan. A Notice of Action and a stamped copy of the approved site plan shall be sent to the applicant. The applicant may apply for Engineering Plan approval, if required.
 - (c) *Postponement:* Upon determination by the Planning and Zoning Administrator that a minor site plan is not sufficiently complete for action, or needs to be revised to meet Ordinance standards, the Planning and Zoning Administrator may postpone action until such time that revised materials can be submitted. Revised plans shall be submitted to the Community and Economic Development Department in the same manner as the original submittal. The Planning and Zoning Administrator, prior to granting approval of a site plan, may request from the applicant any additional graphics or written materials, prepared by a qualified person or person(s), to assist in determining the compliance of the site plan.
 - (d) *Denial:* Upon determination by the Planning and Zoning Administrator that a minor site plan does not comply with the standards and regulations set forth in this Ordinance, or would require extensive revisions to comply with said standards and regulations, the site plan shall be denied. A Notice of Action shall be sent to the applicant listing the reasons for such denial.
- D. **Major Site Plans.** A Major Site Plan shall be forwarded to either the Technical Review Committee or the Planning Commission for review and action, based upon the criteria listed below:
- (1) **Technical Review Committee:** A Major Site Plan shall be reviewed and acted upon by the Technical Review Committee for any of the following activities, uses, or developments, except for those uses/projects exempted from Site Plan Review in Section 15.04(3)(B) above.

- (a) All new construction, structural alterations, or substantial changes in use that do not qualify for Minor Site Plan review.
- (b) Remodeling or altering an existing structure that increases the building footprint or gross floor area by more than twenty percent (20%) or 2,000 square feet.
- (c) Grading, filling, or excavation of a site.
- (d) Any use, or change of use, that requires a change in traffic circulation patterns that impacts ingress/egress, parking layout or pedestrian circulation.
- (e) Outdoor storage areas, unless otherwise determined by the Planning and Zoning Administrator.
- (f) The improvement, expansion, extension, or abandonment of any public or private overhead or underground utility, utility lines, or easements.
- (g) The establishment, addition or modification of a building or use which results in the need for additional parking.

At the committee's discretion, any site plan may be referred to the Planning Commission for review and approval.

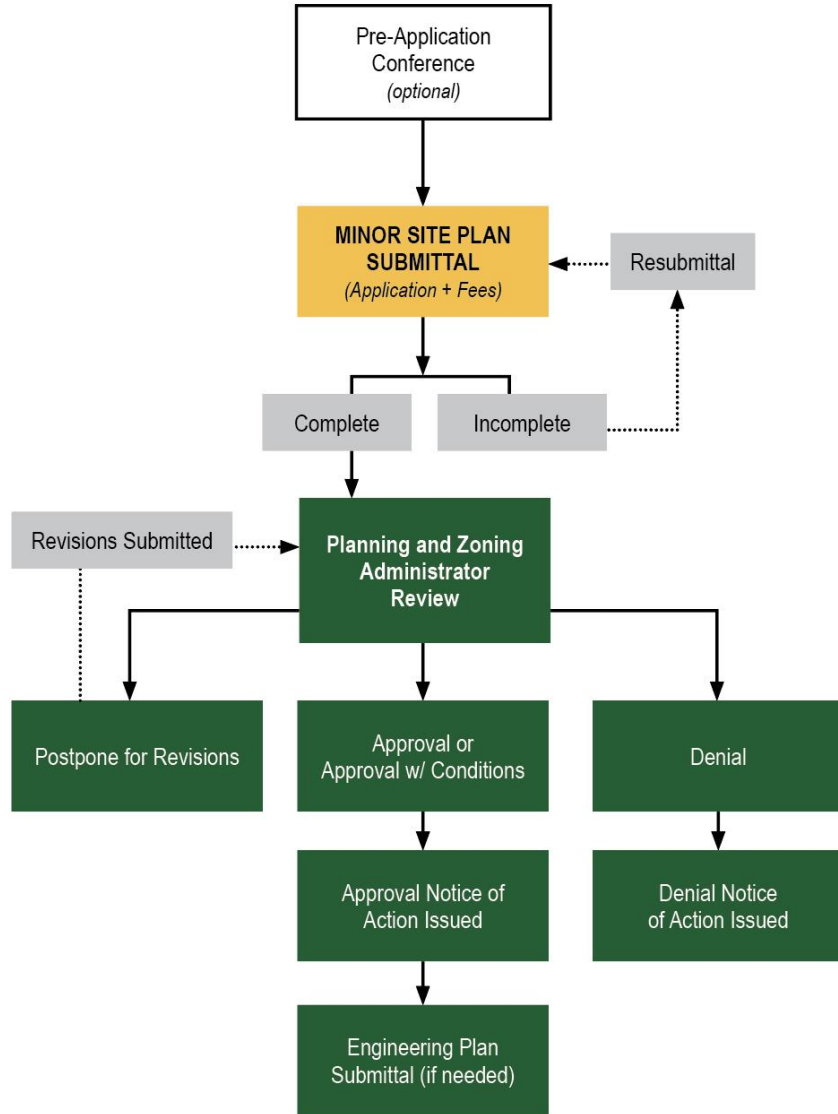
- (2) **Planning Commission:** A Major Site Plan shall be forwarded to the Planning Commission for any of the following activities, uses or developments, except those uses/projects exempted from Site Plan Review in Section 15.04(3)(B) above.
 - (a) Site condominium projects.
 - (b) Any residential development with more than fifty (50) units.
 - (c) Site plans associated with an approved PUD.
 - (d) When abutting single-family residential zoned or used property, any non-residential or mixed-use development that involves the construction of a new structure exceeding 7,500 gross square feet of space dedicated to non-residential uses, or expansion of an existing structure by more than 5,000 gross square feet.
 - (e) Any site plan forwarded to the Planning Commission by the Planning and Zoning Administrator or Technical Review Committee
- (3) Applicant initiates the Major Site Plan process by submitting the following materials to the Community and Economic Development Department:
 - (a) One copy of the completed major site plan application form.
 - (b) One 24" x 36" copy of the site plan containing all of the information set forth in [Section 15.04\(4\)](#) below.
 - (c) Two 11" x 17" copies of the site plan containing all of the information set forth in [Section 15.04\(4\)](#) below.
 - (d) One copy of the "Hazardous Substance Reporting Form" and "EGLE Permit Information" checklist.
 - (e) One copy of the site plan in digital (PDF) format.
 - (f) All applicable fees as established by City Council.
- (4) The Planning and Zoning Administrator reviews the Major Site Plan application and materials for completeness. If complete, the Planning and Zoning Administrator places the site plan on the agenda for an upcoming Technical Review Committee meeting. If incomplete, the Planning and Zoning Administrator may request all necessary items prior to placing the item on the Technical Review Committee agenda.
- (5) The Technical Review Committee reviews and, when authorized, acts upon the site plan application. If Planning Commission action is required, the Technical Review Committee provides advisory comments to the Planning Commission. If a site plan is referred to the Planning Commission for action, the Planning and Zoning Administrator will place the site plan on the agenda for an upcoming Planning Commission meeting and notify the applicant of the date, time, and place of the meeting.

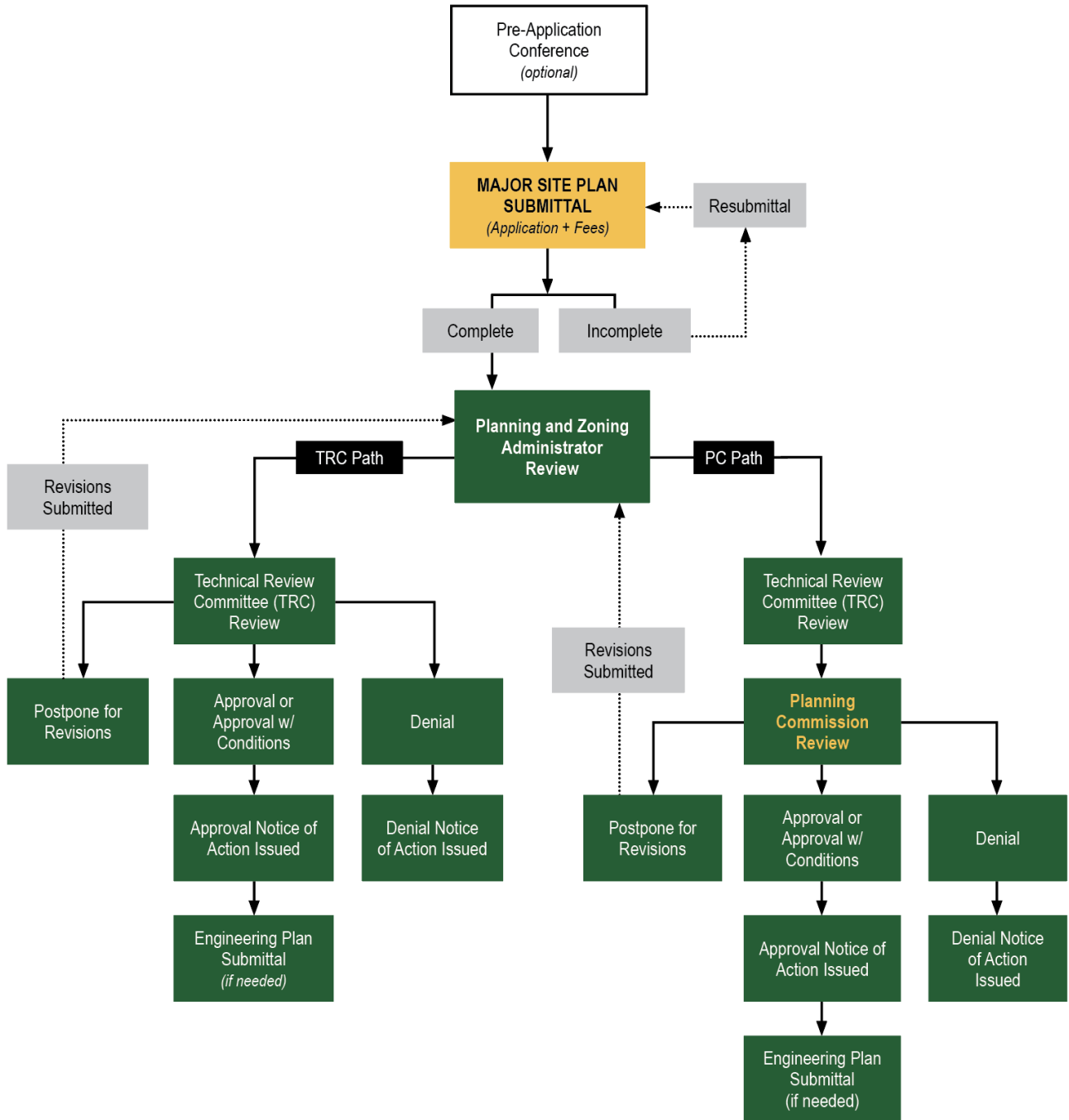
- (6) The Technical Review Committee or Planning Commission, when authorized to act upon a major site plan shall approve, approve subject to conditions, deny, or postpone action on the site plan:
- (a) *Approval:* Upon determination that a major site plan is in compliance with the requirements of this Ordinance and other applicable ordinances and laws, the Technical Review Committee or Planning Commission shall approve the major site plan. A Notice of Action and a stamped copy of the approved site plan shall be sent to the applicant. The applicant shall apply for Engineering Plan approval per Section 15.049(3)(E), unless waived by the Technical Review Committee.
 - (b) *Approval subject to Conditions:* The Technical Review Committee or Planning Commission, when authorized per [Section 15.04\(3\)\(D\)](#) may approve a major site plan subject to one (1) or more conditions necessary to address minor modifications to the plan. Such conditions may include the need to obtain variances or approvals from other agencies. Upon resubmittal of the site plan which satisfies the condition(s), the Planning and Zoning Administrator shall approve the major site plan. A Notice of Action and a stamped copy of the approved site plan shall be sent to the applicant. The applicant may apply for Engineering Plan approval, if required.
 - (c) *Postponement:* Upon determination by the Technical Review Committee or Planning Commission that a major site plan is not sufficiently complete for action, or needs to be revised to meet Ordinance standards, the Technical Review Committee or Planning Commission may postpone action until such time that revised materials can be submitted. Revised plans shall be submitted to the Community and Economic Development Department in the same manner as the original submittal and be reviewed at the next available Technical Review Committee or Planning Commission meeting. The Technical Review Committee or Planning Commission, prior to granting approval of a site plan, may request from the applicant any additional graphics or written materials, prepared by a qualified person or person(s), to assist in determining the compliance of the site plan.
 - (d) *Denial:* Upon determination by the Technical Review Committee or Planning Commission that a major site plan does not comply with the standards and regulations set forth in this Ordinance, or would require extensive revisions to comply with said standards and regulations, the site plan shall be denied. A Notice of Action shall be sent to the applicant listing the reasons for such denial.

E. **Engineering Plan.** At the time of minor or major site plan review, the Planning and Zoning Administrator or Technical Review Committee shall determine if the proposed site plan requires the submittal of an Engineering Plan. Unless waived by the Technical Review Committee, all Major Site Plans shall require engineering approval. Applicants shall only be eligible to apply for Engineering Plan approval following site plan approval. Projects that require Engineering Plan approval shall be subject to the following process:

- (1) Applicant initiates engineering plan review process by submitting the following required materials to the Community and Economic Development Department:
 - (a) One copy of the completed Engineering Plan application form.
 - (b) One legible 24" x 36" copy of the engineering plan containing the information required in [Section 15.04\(4\)\(C\)](#) below.
 - (c) Two 11" x 17" copies of the site plan.
 - (d) One copy of the site plan in full size in digital (PDF) format.
 - (e) All applicable fees.
- (2) The Planning and Zoning Administrator reviews the Engineering Plan for consistency with the approved minor or major site plan. The Planning and Zoning Administrator may request revisions to the Engineering Plan prior to forwarding onto the City Engineer. Upon finding that the Engineering Plan is consistent with the approved site plan, the Planning and Zoning Administrator forwards the Engineering Plan onto the City Engineer for review and action.
- (3) The City Engineer reviews the Engineering Plan for compliance with the following:
 - (a) All local, county and state requirements, as may apply to the proposed use, are met.
 - (b) All applicable engineering requirements are met.

- (c) The Engineering Plan remains substantially consistent with the approved site plan.
- (4) The City Engineer shall approve, approve with conditions, deny, or postpone action on the Engineering Plan:
 - (a) *Approval:* Upon determination that an Engineering Plan is in compliance with the requirements of this Ordinance, and other applicable ordinances and laws, the City Engineer shall approve the Engineering Plan. A Notice of Action and a stamped copy of the Engineering Plan shall be sent to the applicant.
 - (b) *Approval subject to Conditions:* The City Engineer may approve an Engineering Plan subject to one (1) or more conditions necessary to address minor modifications to the plan. Such conditions may include the need to obtain variances or approvals from other agencies. Upon resubmittal of the Engineering Plan which satisfies the conditions, the City Engineer shall approve the Engineering Plan. A Notice of Action and a stamped copy of the approved Engineering Plan shall be sent to the applicant.
 - (c) *Postponement:* Upon determination by the City Engineer that an Engineering Plan is not sufficiently complete for action, or needs to be revised to meet Ordinance standards, the City Engineer may postpone action until such time that revised materials can be submitted. Revised plans shall be submitted to the Community and Economic Development Department in the same manner as the original submittal, and be forwarded to the City Engineer for re-review.
 - (d) *Denial:* Upon determination by the City Engineer that an Engineering Plan does not comply with the standards and regulations set forth in this Ordinance, or would require extensive revisions to comply with said standards and regulations, the Engineering Plan shall be denied. A Notice of Action shall be sent to the applicant listing the reasons for such denial.





4. **Submittal Requirements.** Applications for minor and major site plan review and engineering plan review shall be made on forms available at the Community and Economic Development Department.

A. **Minor Site Plan Submittal.** The following information shall be required on all minor site plans:

- (1) Project address, names, north arrow, zoning designation
- (2) Property lines and dimensions
- (3) All existing and proposed:
 - (a) Buildings/Building Additions (including setback and area dimensions)
 - (b) Parking areas and drive aisles (including dimensions)
 - (c) Driveways
 - (d) Loading areas
 - (e) Sidewalks
 - (f) Rights-of-way/easements
 - (g) Bicycle rack(s)
 - (h) Trash receptacles/enclosures
 - (i) Landscaping
 - (j) Walls/fences
 - (k) Exterior lighting
 - (l) Stormwater facilities
 - (m) Ground signage
- (4) Any other items deemed necessary by the Planning and Zoning Administrator to illustrate compliance with the standards of this Zoning Ordinance.

The Planning and Zoning Administrator may waive particular minor site plan submittal items upon a determination that such items are not necessary to deem compliance with Zoning Ordinance standards.

B. **Major Site Plan Submittal.** The following information shall be required on all major site plans:

- (1) Title block with name of proposed development, and the name, address and phone number of the property owner, developer and architect/engineer. All sheets of the plan shall bear a stamped, countersigned seal of the registered professional who prepared the plan.
- (2) Location map showing the proposed site location, zoning classifications and major roads.
- (3) The site plan shall be drawn to scale not less than one-inch equals 50 feet.
- (4) Date, north arrow, and scale.
- (5) Property identification number(s) and the dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
- (6) 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.
- (7) Demolition Plan.
- (8) The percentage of land area devoted to building, paved, and open space.
- (9) All existing and proposed structures, roadways, drives, landscaping, trees, parking areas, and pedestrian paths within 50 feet of the subject property lines.

- (10) Number of parking spaces and location of loading areas and handicap parking spaces and access routes on the subject property. The total number of parking and loading/unloading spaces to be provided and the method by which the required parking was calculated shall be noted. The dimensions of proposed parking spaces and maneuvering lanes shall also be provided.
- (11) Location and height of all walls, fences, and landscaping, including a landscaping plan.
- (12) Location and widths of all abutting streets, existing and proposed rights-of-way, easements, and pavement.
- (13) Type of existing and proposed surfacing of all drives, parking areas, loading areas and roads.
- (14) Elevations (front, sides, and rear views) of all sides of the building(s), including types of facing materials to be used on structures.
- (15) A floor plan drawing showing the specific use areas of all existing and proposed buildings on-site.
- (16) Density calculations (for multiple family projects).
- (17) Principal and accessory buildings.
- (18) Designation of units by type of buildings.
- (19) Sidewalks and pedestrian or bicycle paths.
- (20) Bicycle rack location(s) and details
- (21) Exterior lighting locations, type of fixtures, and methods of shielding from projecting onto adjoining properties. Details of all lighting fixtures shall be provided. For new parking lots and vehicle canopies a photometric plan shall be provided, demonstrating conformance with section 10.512.
- (22) Trash receptacle and transformer locations and method of screening, including details
- (23) Drive or street approaches including acceleration, deceleration and passing lanes, where appropriate.
- (24) 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.
- (25) Designation of fire lanes.
- (26) Location, size and types of all proposed signs.
- (27) Preliminary storm system layout and flow arrows demonstrating that storm flow connections and disposal methods are feasible.
- (28) Typical existing and proposed cross-sections for streets, roads, alleys, parking lots, etc., as applicable, including right-of-way.
- (29) 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.
- (30) Location of all tree stands and measures to be taken to protect existing on-site trees not proposed for removal as part of the development.
- (31) Landscape plan showing species, spacing, and size of each tree and plant material and ground cover.
- (32) The applicant for site plan review shall complete and submit the "Hazardous Substances Reporting Form for Site Plan Review" and the "Environmental Permits Checklist" at the time of application for site plan review (forms provided by city).
- (33) The city may require a listing of the type and quantity of all hazardous substances and polluting materials which will be used, generated, produced or stored on the site.
- (34) The site plan shall detail the location of the following:
 - (a) Public or private wells on-site and on adjacent sites.

- (b) Septic systems and other wastewater treatment systems, including the location of all sub-components of the system.
 - (c) Interior and exterior areas to be used for the storage, use, loading, recycling, production or disposal of any hazardous substances and polluting materials.
 - (d) Existing and proposed underground and above-ground storage tanks and the material stored therein.
 - (e) Exterior and interior drains, dry wells, catch basins, retention/detention areas, sumps, and other facilities designed or intended to collect, store, or transport stormwater or wastewater. The point of discharge for all drains and pipes shall be specified on the site plan.
 - (f) Wetlands, watercourses, and drains.
 - (g) Soil characteristics of the parcel, at least to the detail provided by the U.S. Soil Conservation Service—Soil Survey.
 - (h) Areas on the site which are known or suspected to be contaminated, along with a report on the nature of the contamination and the status of clean-up efforts, if applicable.
- (35) A receipt of submission to all applicable reviewing jurisdictions, such as county, state, or federal agencies.

The Planning and Zoning Administrator and/or Technical Review Committee may waive particular major site plan submittal items upon a determination that such items are not necessary to deem compliance with Zoning Ordinance standards.

C. Engineering Plan Submittal. The following information shall be required on all Engineering Plans:

- (1) All information required for Major Site Plans, per [Section 15.04\(4\)\(B\)](#), above.
- (2) Boundary survey prepared by a Michigan Professional Surveyor.
- (3) Topographic survey including information 100 feet off-site. All elevations must be measured in relationship to U.S.G.S. datum and one site benchmark is required (two site benchmarks are required for any site larger than one acre).
- (4) Demolition plan showing all structures to be removed and method of disposal.
- (5) Site grading plan showing all proposed elevations with the purpose of containing all stormwater runoff on site. The grading of the subject site must not interfere with natural drainage of adjacent sites.
- (6) Utility plan showing the layout and necessary details for the installation of water, sanitary, and storm systems. Profiles are required for all public utilities.

5. Site Plan Review Criteria. The approving body shall consider and require compliance with the following:

- A. All application and site plan review submittal criteria have been met.
- B. The site plan is in full conformance with all applicable Zoning Ordinance requirements.
- C. The location of development features, including principal and accessory buildings, open spaces, parking areas, driveways, and sidewalks minimize possible adverse effects on adjacent properties and promote pedestrian and vehicular traffic safety.
- D. On-site and off-site circulation of both vehicular, non-motorized and pedestrian traffic will achieve both safety and convenience of persons and vehicles using the site, including emergency vehicle access.
- E. Landscaping, earth berms, fencing, signs, and obscuring walls are of such a design and location that the proposed development's impact on existing and future uses in the immediate area and vicinity and on residents and occupants is minimized and harmonious.
- F. Utility service, including proposed water, sanitary sewer and the development and the recommendation of the city's consulting engineer. Approvals required from any state or county department having jurisdiction, such as the department of health, drain commission or road commission, are a prerequisite or condition to approval.

- G. Notwithstanding any other provisions of this Ordinance, the city may require as a condition of site plan approval, landscaping, berms, fencing, walls, drives or other appurtenances as necessary to promote the health, safety, and welfare of the community and achieve compliance with the standards of this Ordinance.
- H. **Groundwater and Surface Water Protection Standards.**
- (1) **General.**
- (a) The project shall be designed to protect the natural environment, including wetlands, surface water and groundwater, and to insure the absence of an impairment, pollution, and/or destruction of the air, water, or other natural resources.
 - (b) Stormwater management and drainage facilities shall be designed to retain the natural retention and storage capacity of any wetland, water body, or watercourse, and shall not increase flooding or the potential for pollution of surface water or groundwater, on-site or off-site.
 - (c) Floor drains shall be connected to a public sanitary sewer system, an on-site holding tank without an outlet, or a system authorized by a state groundwater discharge permit.
 - (d) Sites shall be designed to prevent spills and discharges of hazardous substances and polluting materials to the air, surface of the ground, groundwater, or surface water.
 - (e) State and federal agency requirements for storage, spill prevention, record-keeping, emergency response, transport and disposal of hazardous substances and polluting materials shall be met. No discharges to surface water or groundwater, whether direct or indirect, shall be allowed without required permits and approvals.
 - (f) In determining compliance with the standards in this Ordinance, the city may utilize appropriate and applicable reference standards regarding best management practices for groundwater protection.
- (2) **Above-Ground Storage and Use Areas for Hazardous Substances and Polluting Materials.**
- (a) Secondary containment of hazardous substances and polluting materials shall be provided. Secondary containment shall be sufficient to store the substance for the maximum anticipated period of time necessary for the recovery of any released substance.
 - (b) Outdoor storage of hazardous substances and polluting materials shall be prohibited except in product-tight containers that are protected from weather, leakage and vandalism.
 - (c) Secondary containment structures shall not have floor drains or other outlets, except as necessary for connection to pumping trucks for removal of spilled product.
 - (d) Areas and facilities for loading, handling, production, use or disposal of hazardous substances and polluting materials shall be designed and constructed to prevent discharge or run-off to floor drains, wetlands, surface water, groundwater or soils.
- (3) **Underground Storage Tanks for the Storage of Hazardous Substances and Polluting Materials.**
- (a) Existing and proposed underground storage tanks shall be registered with the authorized state or federal agency in accordance with applicable state and federal law.
 - (b) Installation, operation, maintenance, closure, and removal of underground storage tanks shall be in accordance with requirements of the authorized agencies. Leak detection, corrosion protection, spill prevention, and secondary containment requirements shall be met.
 - (c) Out-of-service or abandoned underground tanks shall be emptied and removed from the ground in accordance with requirements of the authorized state and federal agencies.
- (4) **Sites with Contaminated Soils and/or Groundwater.**
- (a) Site plans shall detail the nature of location and extent of any contaminated soils or groundwater on the site.

- (b) Written verification from authorized state agencies shall be provided as a part of site plan review application that indicates their approval of the proposed use or activity in relation to the contamination on-site and clean-up efforts underway or anticipated.

6. **Site Plan Validity, Expiration, and Extensions.**

- A. **Expiration of Site Plan Approval.** The approval of any minor or major site plan under the provisions of this Ordinance shall expire and be void one year after the date of such approval unless an extension is approved as noted below. A minor or major site plan that has been submitted for Engineering plan review shall not be deemed expired, unless said engineering plan has expired.
- B. **Expiration of Final Engineering Plan Approval Expiration.** Approval of any engineering plan under the provisions of the Ordinance shall expire and be void one year after the date of such approval unless actual physical construction of a substantial nature of the improvements included in the approved site plan has commenced and proceeded meaningfully toward completion during that period, and if a written request for extension of the approval has been submitted by the applicant as noted below. Upon expiration of an engineering plan, all site plan approvals shall expire.
- C. **Extension of Site Plan and Engineering Approval.** The site plan validity time limit set forth in Section 15.046)(A) above, may be extended subject to all of the following:
- (1) All applicable fees and bonds are paid.
 - (2) The applicant shall request an extension in writing, at least 30 days prior to the expiration of the approval period and shall demonstrate that construction of the project has been delayed by factors beyond the reasonable control of the applicant and that construction of the project is likely to proceed within the extension period.
 - (3) The approved plan to be extended shall comply with all current site plan criteria and current ordinances, laws, codes and regulations.
 - (4) There shall be no pending Zoning Ordinance amendment which would substantially change the requirements of the approved plan; In such instance, the applicant should submit a revised site plan.
 - (5) The Planning and Zoning Administrator may grant the first extension for up to six months. Any subsequent extensions would require approval of the original approving body. No more than a total of three six-month extensions shall be granted.
- D. **Approval and Issuance of Building Permits.**
- (1) Building permits shall not be issued until site plan approval has been granted by the Technical Review Committee, planning commission (if applicable) and the city engineering consultant has approved the final engineering plans for the site, if required.
- E. **Amendments of Approved Site Plans.** An approved site plan for a project which has not yet been completed may be amended by written application. Where the Planning and Zoning Administrator deems an amendment to be minor in scale, the Planning and Zoning Administrator may review and act upon the proposed amendment. Major changes, as determined by the Planning and Zoning Administrator, shall proceed to the body or board responsible for original site plan approval and shall satisfy all the substantive and procedural requirements for minor or major site plans. For purposes of interpretation, the following shall be considered minor changes:
- (1) The size of approved principal or accessory structures may be reduced or increased by up to five percent provided the overall density of units, where applicable, does not increase. One accessory structure may be added, provided that it is no greater than 250 sq. ft. in area.
 - (2) Movement of a building or buildings by no more than ten (10) feet which does not significantly alter other aspects of the site.
 - (3) Plantings approved in the landscape plan may be replaced by similar types and sizes of landscaping which provides a similar screening effect on a one-to-one or greater basis.
 - (4) Minor improvements to site access or circulation, such as deceleration lanes, boulevards, curbing, pedestrian/bicycle paths, etc.

- (5) Changes of building materials to another of similar or higher quality, as determined by the Community and Economic Development Department.
- (6) Changes in floor plans which do not alter the character of the use.
- (7) Slight modification of sign placement or reduction of size.
- (8) Changes required or requested by the city, county, state, or federal agency for safety reasons.
- (9) Situations similar to the above, as determined by the Planning and Zoning Administrator.

- F. **Conformity with Approved Site Plan Required.** Sites shall be built in conformance with approved site plans. Where modified by subsequent amendment or Zoning Board of Appeals action, approved site plans shall be modified to reflect said action. Maintenance of the property in conformance with the approved site and landscaping plan(s) shall be a continuing obligation of the owner.
- G. **Inspections.** The Planning and Zoning Administrator shall be responsible for inspecting all improvements for conformance with the approved site plan and all zoning regulations. All other improvements shall be inspected by the appropriate department, inspector, or an agency as needed. The Planning and Zoning Administrator may obtain inspection assistance from other City departments, as needed. Per [Section 15.03](#), Certificates of Occupancy shall not be issued until all open site plan inspections have been completed and approved in accordance with this Section.
- H. **Appeals to Site Plan Decisions.** Any person aggrieved by the decision of the Planning and Zoning Administrator, Technical Review Committee, or Planning Commission relating to their action on a site plan or denial of a site plan approval shall have the right to appeal the decision to the Zoning Board of Appeals in accordance with [Section 15.06](#).
- I. **Accuracy of Information.** The applicant for site plan approval shall be responsible for the accuracy and completeness of all information provided on the site plan.
- J. **Revocation of Site Plan Approval.** The body which approved the original site plan may, upon hearing, revoke approval of a site plan if it is determined that any information on the approved site plan is erroneous. Upon revocation, work on the affected part of the development, or on the entire development, as determined by the reviewing body, shall cease. The reviewing body may direct the Community and Economic Development Department to issue a stop work order to enforce its determination. Upon revocation, the reviewing body may require the applicant to amend the site plan in a manner appropriate to reflect the corrected information. Any work so suspended shall not be resumed until an amended site plan is approved by the reviewing body .

7. **Site Plan Guarantee.**

- A. Prior to the issuance of any building permit for any project or development which requires major site plan review, or any site deemed necessary by the Planning and Zoning Administrator under this Ordinance, the applicant for same shall provide a site plan completion guarantee deposit to the city. Said deposit shall guarantee completion of all site improvements shown on the approved site plan and, if required, engineering plan. For the purpose of this section, completion shall mean inspection by the appropriate city officials and approval for compliance with the approved site plan and, if required, engineering plan, not less than six months after the last occupancy certificate has been issued.
- B. Site improvements shall mean, but shall not be limited to, drives and streets, curbs and gutters, sidewalks, water and sanitary sewer systems, drainage facilities and retention/detention basins, final grading and swales, retaining walls, landscaping and parking lots.
- C. The amount of the guarantee shall be as established from time to time by city council resolution.
- D. In the event the applicant fails to correct any deficiencies within 30 days of written notice from the city, the city shall have the authority to use the guarantee to complete the site improvements, or repairs to said improvements, within a period of nine months following the issuance of the last Certificate of Occupancy unless good cause can be shown by the applicant for the delay in completion. The city may, at its sole discretion, agree in writing to a specific extension of the nine-month period. The city may use the completion guarantee to hire sub-contractors to complete work, fund inspections and for the administration of the required work including legal fees.

- 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.