



CITY OF MADISON HEIGHTS
CITY HALL - COUNCIL CHAMBERS, 300 W. 13 MILE RD.
CITY COUNCIL REGULAR MEETING AGENDA
JUNE 08, 2026 AT 6:30 PM

CALL TO ORDER

ROLL CALL

INVOCATION and PLEDGE OF ALLEGIANCE - COUNCILOR ROHRBACH

APPROVAL OF THE AGENDA:

- [1.](#) Additions/Deletions

PRESENTATIONS

PUBLIC HEARINGS:

MEETING OPEN TO THE PUBLIC:

CONSENT AGENDA:

- [2.](#) Fire Chief - Fire-Thermal Imaging Cameras
- [3.](#) City Council Regular Meeting Minutes of May 26, 2026

COMMUNICATIONS:

REPORTS:

- [4.](#) City Planner: Special Land Use Request #PSP 26-02 - 27392 Park Court - Major Home Occupation [Pet Grooming]
- [5.](#) City Planner: Special Land Use Request #PSP 26-03 - 32525 Stephenson Hwy. - Minor Auto Service [Electronic Equipment Sales and Installation]
- [6.](#) City Planner: Special Land Use Request #PSP 26-04 - 32371 Dequindre Rd. - Minor Auto Repair and Auto Sales

ITEMS FOR FUTURE PUBLIC HEARINGS:

BID AWARDS/PURCHASES:

- [7.](#) IT Contractor - Microsoft 365 Licenses

ORDINANCES:

UNFINISHED BUSINESS:

EXECUTIVE SESSION:

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.

DATE: June 3, 2026
TO: City Council
FROM: Melissa R. Marsh, City Manager
SUBJECT: Agenda Comments Regular Council Meeting of Monday, June 8, 2026

CONSENT AGENDA:

FIRE CHIEF – FIRE THERMAL IMAGING CAMERA

This item requests approval to purchase four Seek AttackPRO+ thermal imaging cameras for the Fire Department through the Sourcewell cooperative purchasing program. The cameras will replace outdated units on frontline apparatus and provide enhanced thermal imaging capabilities that improve firefighter and victim safety. Approval prior to June 30 will allow the City to take advantage of a promotional discount of \$2,916, reducing the total purchase price to \$18,116.96. Funding is included in the FY 2026-2027 budget.

Staff recommends that City Council approve the purchase of four Seek AttackPRO+ thermal imaging cameras from MES through Sourcewell cooperative purchasing program for a total amount of \$18,116.96.

REPORTS:

SPECIAL LAND USE REQUEST PSP26-02 – 27392 PARK COURT- MAJOR HOME OCCUPATION (PET GROOMING)

Consideration is being requested from the homeowner at 27392 Park Court for Special Land Use approval to operate a pet grooming business as a Major Home Occupation from her residence. The proposed business would provide appointment-only grooming services for small and medium-sized dogs and would be operated solely by the homeowner.

The Planning Commission held the required public hearing on May 18, 2026. No public comments were received, and the Planning Commission unanimously recommended approval with conditions. Those conditions include limiting appointments to one client at a time between 8:00 a.m. and 8:00 p.m., prohibiting overnight pet boarding, requiring off-street parking for clients, and requiring continued compliance with all Major Home Occupation standards contained in the Zoning Ordinance.

Staff find the request meets the applicable Special Land Use criteria and is compatible with the surrounding residential neighborhood. Staff recommend that City Council approve the Special Land Use request, subject to the conditions recommended by the Planning Commission.

SPECIAL LAND USE REQUEST PSP26-03 – 32525 STEPHENSON HWY- MINOR AUTO SERVICE (ELECTRONIC EQUIPMENT SALES AND INSTALLATION)

Consideration is being requested for Special Land Use approval to allow a Minor Auto Service business at 32525 Stephenson Highway. The applicant proposes to use a portion of the existing building for the sale and installation of vehicle audio, GPS, remote start, security, and related electronic systems, along with a small office and sales area. No engine repair, collision work, or other major vehicle repairs are proposed or permitted under this request.

The Planning Commission held the required public hearing on May 18, 2026. No public comments were received, and the Planning Commission unanimously recommended approval. Staff finds the proposed use to be compatible with the surrounding industrial area, consistent with the City's Master Plan, and compliant with the Special Land Use review standards, subject to several conditions limiting the scope of operations and ensuring compliance with zoning requirements. In addition, if City Council approved this special land use staff recommend it do so with conditions. These conditions should include:

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

Staff recommend that City Council approve the Special Land Use request for Minor Auto Service at 32525 Stephenson Highway, subject to the conditions recommended by the Planning Commission and staff.

SPECIAL LAND USE REQUEST PSP26-04 – 32371 DEQUINDRE ROAD – MINOR AUTO REPAIR AND AUTO SALES

Consideration is being requested by property owner Sergio Basmajian for Special Land Use approval to operate a minor auto repair facility with an associated auto sales showroom at 32371 Dequindre Road.

Despite the Planning Commission vote that this application does not meet the standard to qualify as materially changed to be considered a new application; legal counsel has reviewed the application and requirements and determined that it does meet that standard. The revised proposal reduces the number of service bays from six to four and adds an auto sales showroom component with proposed site and approximately \$600,000 in building improvements.

Therefore, this Special Land Use has been sent to City Council for consideration. Should City Council choose to approve the Special Land Use, staff suggest the following conditions be incorporated:

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal and shall incorporate the auto sales use and auto sales showroom. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required.
 - b. Replace the concrete bumper blocks along the northern property line with a permanent concrete curb.
 - c. Provide a landscape plan in accordance with minimum planting standards.
 - d. Provide a photometric plan in accordance with lighting standards.
 - e. Add the required concrete dumpster pad.
 - f. Provide details, including cross-section and plant/seed listings, of the proposed bioswale/rain garden.
 - g. Denote the parking areas to be used for vehicles for sale.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.
3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

Should City Council choose to deny this Special Land Use, the motion shall include concise findings based upon the Special Land Use review standards and criteria, Section 15.03.3. Per Section 15.05.

Although not staff recommendation, City Council may also postpone action on a Special Land Use request or remand the case back to the Planning Commission to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

BID AWARDS/PURCHASES:

IT CONTRACTOR – MICROSOFT 365 LICENSES RENEWAL

Our Microsoft 365 P1, G1, and G3 licenses, approved last year by City Council, are expiring. Staff is requesting a renewal for annual licenses for City staff. Once our new IT Contractor is completely onboard (July 1) we will revisit these licenses to discuss a possible upgrade for enhanced security. Funds have been budgeted for this expense in account number 101-228-818-3000 and 590-590-818-3000.

Staff recommends approval of the renewal of Microsoft P1, G1 and G3 license in the amount of \$60,753. Funds are budgeted and available.



AGENDA ITEM SUMMARY FORM

MEETING DATE: 6/8/26

PREPARED BY: Fire Chief Lelito

AGENDA ITEM CONTENT: Thermal Imaging Cameras

AGENDA ITEM SECTION: Bid Awards/Purchases

BUDGETED AMOUNT: \$28,000

FUNDS REQUESTED: \$18,116.96

FUND: 101-336-982-0000

EXECUTIVE SUMMARY:

The FY 2026-27 fiscal year budget includes the purchase of 4 new Thermal Imaging Cameras. Details in the attached memo

RECOMMENDATION:

Staff and I recommend that the City Council waive the formal procurement process and approve the purchase of four Seek AttackPRO+ thermal imaging cameras from MES through Sourcewell, for a total amount of \$18,116.96.

INTEROFFICE



MEMORANDUM

To: Melissa Marsh, City Manager
From: Greg Lelito, Fire Chief
Re: Capital purchase – Thermal Imaging Cameras
Date: 5/26/26

Funds are allocated in the FY 2026–2027 budget to purchase four thermal imaging cameras (TICs). The Fire Department requests City Council approval before the start of the FY 2026–2027 budget year to take advantage of a promotional incentive that expires on June 30, 2026. This promotion will reduce the total purchase cost by \$2,916. Equipment and payment will be processed after the start of the 26-27 fiscal year.

The department evaluated several TIC manufacturers, and the Seek AttackPRO+ thermal imaging camera was identified as the top-performing TIC. These cameras will replace the department’s outdated TICs currently mounted on frontline apparatus. The most significant upgrade is the camera’s Mixed Gain Technology, which allows firefighters to clearly see high-heat conditions, such as a fire on the ceiling, while simultaneously identifying cooler areas, such as the floor layout where a victim may be located, all within a single clear image.

To ensure a smooth and efficient procurement process, the department obtained a quote from MES through Sourcewell. Sourcewell is a cooperative purchasing agency that provides competitively solicited contracts for public and nonprofit entities, enabling the City to secure favorable pricing and streamline the purchasing process.

Staff and I recommend that the City Council waive the formal procurement process and approve the purchase of four Seek AttackPRO+ thermal imaging cameras from MES through Sourcewell, for a total amount of \$18,116.96.

I'd be happy to respond to any questions or comments regarding this issue.



(877) 637-3473

Quote

Item 2.

Quote # QT2072102
Date 05/19/2026
Expires 06/03/2026
Sales Rep Berent, Michael
Shipping Method FedEx Ground
Customer Madison Heights Fire Dept (MI)
Customer # C243354

Bill To

Madison Heights Fire Department (MI)
 31313 Brush Street
 Madison Heights MI 48071
 United States

Ship To

Madison Heights Fire Department (MI)
 31313 Brush Street
 Madison Heights MI 48071
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
FQ-PANX			AttackPRO+ (NFPA) camera, 2 batteries, 1 desktop battery charger	4	\$4,461.04	\$17,844.16
RT3-4504			SEEK TIC Attack Pro Gearkeeper with Aluminum Carabiner	4	\$68.20	\$272.80

MES Sourcewell Contract Number 020124

Madsion Heights Sourcewell Contract Number Account # 188805

Contact: C243354 Madison Heights Fire Dept (MI) : Ray Gilson (248) 837-2834

Subtotal \$18,116.96
Shipping Cost \$0.00
Tax Total \$0.00
Total \$18,116.96

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT2072102



FDIC 2026 SHOW SPECIAL



**PURCHASE A FIREPRO 300 OR ANY ATTACKPRO SERIES
CAMERA AND RECIEVE A**

FREE TRUCKCHARGER®



**SCAN THE QR
CODE TO CLAIM
THE PROMO DEAL**



NFPA 1801:2021 CERTIFIED

DECISION MAKING TIC FOR FIREFIGHTING.
DURABLE, HIGH-RESOLUTION
THERMAL IMAGING CAMERA.

KEY CAMERA SPECS

	Resolution	320 x 240
	Field of View	57° x 42°
	Durability	IP67 waterproof, 2 meter drop
	Detection	-4°F to 1022°F (-20°C to 550°C)
	Imaging	Mixed Gain with SV1
	Flashlight	300 Lumen LED



AttackPRO+ Kit: FQ-PANX
5yr Enhanced Warranty: WA-5USATTACKPRO

Designed with firefighters for firefighters, the NFPA Certified AttackPRO+ thermal imaging camera offers an unmatched combination of image quality, durability, and price.

With its high resolution and wide field of view, AttackPRO+ is the new decision-making weapon of choice for captains and commanding officers. Mixed-gain pixel technology eliminates the visual confusion and delay of switching between high-gain and low-gain modes. AttackPRO+ lets you clearly see the fire and the crew, all in one detailed image.

The kit includes the AttackPRO+ camera, 2 batteries, and a charging dock.

Designed and Manufactured in the USA with Global Components. Thermal sensor designed and manufactured by Seek in Santa Barbara, CA USA



KEY FEATURES

Mixed Gain with SV1 Image Optimization
See the hottest and coolest regions of the scene simultaneously without freezing or switching gain modes; details enhanced with SV1

Survey Mode
Survey Mode is optimized for lower temperature scenes to help identify hot spots and hidden threats during size-up and overhaul.

Durable, Waterproof Design
Durable and reliable design built with IP67 rating and 2 meter drop resistance

Wide, 57-Degree Field of View
Easily scan a large area to identify hazards or victims in seconds

Long-Lasting Rechargeable Battery
Greater than 6 hours of continuous thermal imaging

BENEFITS

Decision Making on Command
Direct Firefighters, water, and resources with expedited tactical precision

Robust Decision Making TIC
Equip every commanding officer with the first affordable decision making TIC

300 Lumen Integrated Flashlight
LED flashlight available at the touch of a button

Search and Rescue
Find victims and self-rescue faster with a reliable personal TIC

Execute 360 Size-ups & Overhaul Faster
When seconds count, a Seek decision-making TIC saves time and lives

TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
Thermal Sensor	320 x 240 (76,800 pixels)
Detection Distance	12 inches to 1,000 feet
Focal Plane Array	Uncooled Vanadium Oxide Microbolometer 7.8 - 14µm, 12µm Pixel Pitch
Field of View	57° HFOV, 42° VFOV
Temperature Range	-4 to 1,022°F (-20 to 550°C)
Operating Temp	-4 to 131°F (-20 to 55°C) - no time limit up to 302°F (150°C) - max 15 min up to 500°F (260°C) - max 5 min
Frame Rate	> 25 Hz Fast Frame
IP Rating	IP67 Waterproof
Flashlight	300 Lumen LED
Display	3.5" Color with Corning® Gorilla® Glass
Thermal Sensitivity	< 35 mK with SV1
User Interface	On device 2 tactile button operation
Temp. Display Scale	Fahrenheit or Celsius
Image modes	FIRE (TI Basic & TI Basic+) and SURVEY
Storage Media	NA
Battery	>6 Hours Thermal Imaging (w/o flashlight); >3hrs (with thermal AND flashlight)
Certification	NFPA 1801:2021 Protection Type: Non-incendive (Type NI) Standard: ANSI/UL 121201-2017 Class I, Division 2, Groups C & D Class II, Division 2, Groups F & G

For support and user guides visit thermal.com

300 LUMEN LED LIGHT



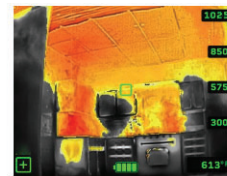
Seek AttackPRO+ combines powerful thermal insight and a bright LED flashlight in an intuitive, two button interface.

MODES



TI BASIC

Maintain your situational awareness with a simple and decluttered display showing grayscale and colorized regions



TI BASIC+

Enhance your tactics with a spot temp readout while still maintaining grayscale and colorized regions



SURVEY MODE

Investigative mode with early colorization at 65C (150F) ideal for size up, smells & bells, and overhaul

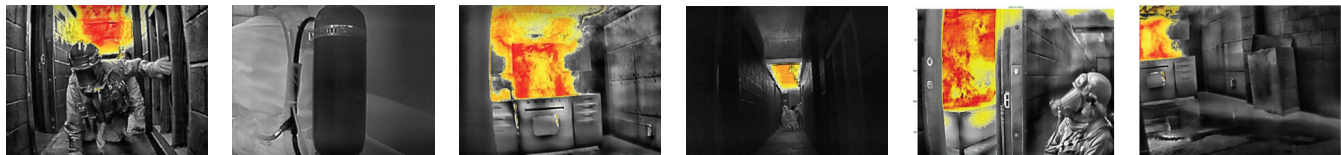
THERMAL APPLICATIONS



FIRE ATTACK



OVERHAUL



Seek more at thermal.com

6300 Hollister Ave, Santa Barbara, CA 93117

Seek Thermal engineers, designs and manufacturers high quality thermal imaging products and core platforms for consumer, commercial, and heat sensing IoT data applications. With headquarters in Santa Barbara, California, the global hub of thermal imaging innovation, the company has developed breakthrough thermal imaging camera cores that will enable a range of affordable products for use at home, work and play. For more information visit thermal.com and follow #seekthermal on Instagram and @seekthermal on Twitter.

SKU: FD-SAA



TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
AC INPUT	100-240 VAC 50/60 HZ, 0.5 A
SUPPLY VOLTAGE	5VDC
POWER RATING	10W
ENVIRONMENTAL	INTENDED FOR INDOOR USE
INCLUDED IN THE BOX	DESKTOP CHARGER CRADLE POWER SUPPLY INCLUDING AC PLUGS FOR US, EU, UK

For support and user guides visit thermal.com

Seek more at thermal.com

6300 Hollister Ave, Santa Barbara, CA 93117

Seek Thermal engineers, designs and manufactures high quality thermal imaging products and core platforms for consumer, commercial, and heat sensing IoT data applications. With headquarters in Santa Barbara, California, the global hub of thermal imaging innovation, the company has developed breakthrough thermal imaging camera cores that will enable a range of affordable products for use at home, work and play. For more information visit thermal.com and follow #seekthermal on Instagram and @seekthermal on Twitter.

SKU: FA-BAA



TECHNICAL SUMMARY

SPECIFICATIONS	DESCRIPTION
BATTERY MATERIAL	LITHIUM ION
NOMINAL VOLTAGE	3.63 V
NOMINAL CAPACITY	4900 mAh
OPERATING TEMPERATURE RANGE	DURING DISCHARGE: -20°C TO 60°C DURING CHARGING: 0°C TO 45°C
WEIGHT	115g
SIZE	170 X 45 X 43 mm
COMPATIBLE WITH	FQ-PPAX FQ-PPNX FQ-PAVX FQ-PPSX

For support and user guides visit thermal.com

Seek more at thermal.com

6300 Hollister Ave, Santa Barbara, CA 93117

Seek Thermal engineers, designs and manufactures high quality thermal imaging products and core platforms for consumer, commercial, and heat sensing IoT data applications. With headquarters in Santa Barbara, California, the global hub of thermal imaging innovation, the company has developed breakthrough thermal imaging camera cores that will enable a range of affordable products for use at home, work and play. For more information visit thermal.com and follow #seekthermal on Instagram and @seekthermal on X.

City Council Regular Meeting
Madison Heights, Michigan
May 26, 2026

A City Council Regular Meeting was held on Tuesday, May 26, 2026, at 6:30 PM at City Hall
- Council Chambers, 300 W. 13 Mile Rd.

PRESENT

Mayor Corey Haines
Mayor Pro Tem William Mier
Councilwoman Toya Aaron
Councilman Sean Fleming
Councilor Laurie Gerald
Councilor Emily Rohrbach
Councilor Quinn Wright

ALSO PRESENT

City Manager Melissa Marsh
City Attorney Larry Sherman
City Planner Matthew Lonnerstater
Deputy City Clerk Phommady A. Boucher

The invocation was given by Mayor Pro Tem Mier and the Pledge of Allegiance followed.

CM-26-119. Appointment of Acting City Clerk.

Motion to appoint Deputy City Clerk Boucher as the Acting City Clerk for tonight's City Council meeting.

Motion made by Councilor Rohrbach, Seconded by Councilwoman Aaron.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-120. Addition to the Agenda.

Motion to approve the agenda with the additions to Reports as Item 6A Tentative Agreement effective July 1, 2026 - June 30, 2029 for the Police Officer Association and item 6B Tentative Agreement effective July 1, 2026 - June 30, 2029 for the Municipal Employees Association.

Motion made by Councilor Rohrbach, Seconded by Councilor Wright.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

PUBLIC HEARINGS:

Mayor Haines opened the public hearing at 6:35 p.m. to hear comments on Street Right-of-Way Vacation Request PEE #26-01.

There being no comments on Street Right-of-Way Vacation Request PEE #26-01, Mayor Haines closed the public hearing at 6:36 p.m.

**CM-26-121. Street Right-of-Way Vacation Request PEE # 26-01 - GWK/WR
- Unimproved Rights-of-Way.**

Eric Griffin, General Manager of SOCCRA, testified that the vacation is intended to clean up historical platted roads to facilitate future parcel improvements.

Motion to approve the street right of way vacation request PEE #26-01 for GWK/WRC.
Motion made by Councilwoman Aaron, Seconded by Councilor Wright.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright
Motion carried.

MEETING OPEN TO THE PUBLIC:

Douglas MacLean (Park Court) spoke in support of renewing the local road and vehicle millage, noting its history and importance for maintaining public safety infrastructure.

Deputy City Clerk Phommady A. Boucher read into record an email from Kevin Trabucchi regarding John R construction, which was made part of the official meeting record.

CM-26-122. Consent Agenda.

Motion to approve the consent agenda as presented.
Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright
Motion carried.

CM-26-123. Resolution Supporting National Public Works Monument in Michigan.

City of Madison Heights
RESOLUTION SUPPORTING NATIONAL PUBLIC WORKS MONUMENT
May 26, 2026

In honor of public works week, the City of Madison Heights, Michigan recognizes the vital role that public works professionals have played in building and maintaining the infrastructure that sustains our communities and our nation. To honor these contributions, a proposal has been advanced to create a National Public Works Monument in Muskegon, Michigan. This resolution affirms support for that initiative.

WHEREAS, the Midwest Branch of the Michigan Chapter of the American Public Works Association initiated a discussion about establishing a National Public Works Monument to honor the people who have built our public infrastructure in America; and

WHEREAS, the onset of COVID-19 and overall transition within the industry placed a pause on this effort, which is now reborn with new energy in 2026; and

WHEREAS, an abstract conceptual design and budget have been updated, and the City of Muskegon, Michigan has agreed to the placement of the Monument on the shore of Lake Michigan; and

WHEREAS, the next step for the Monument Committee is to secure formal support from the entities around the nation including Road Commissions, Counties, Cities and Townships that oversee Public Works Professionals;

NOW, THEREFORE, BE IT RESOLVED that the City of Madison Heights, Michigan endorses the concept of a National Public Works Monument to be constructed in Muskegon, Michigan, to honor the industry, its accomplishments, and the lives of those who have built this great country.

Motion to endorse the concept of a National Public Works Monument to be constructed in Muskegon, Michigan, to honor the industry, its accomplishments, and the lives of those who have built this great country.

Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-124. LSTA Public Library Services Grant.

Motion to accept the award for the Library Services and Technology Act Public Library grant for \$1,500 to purchase chrome books and cases for public use.

Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.
Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-125. City Council Special Meeting Minutes of May 11, 2026.

Motion to approve the City Council Special Meeting Minutes of May 11, 2026.

Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.

Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-126. City Council Regular Meeting Minutes of May 11, 2026.

Motion to approve the City Council Regular Meeting Minutes of May 11, 2026

Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.

Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-127. Tentative agreement effective July 1, 2026 - June 30, 2029, for the Police Officers Association.

Motion to approve a tentative agreement effective July 1, 2026 - June 30, 2029, for the Police Officers Association.

Motion made by Councilor Rohrbach, Seconded by Councilor Wright.

Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-128. Tentative agreement effective July 1, 2026 - June 30, 2029, for the Municipal Employees Association.

Motion to approve a tentative agreement effective July 1, 2026 - June 30, 2029, for the Municipal Employees Association.

Motion made by Councilor Rohrbach, Seconded by Councilor Wright.

Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

CM-26-129. BS&A Cloud migration service agreement.

Motion to approve the purchase service agreement with BS&A not to exceed \$354,115, pending legal review.

Motion made by Mayor Pro Tem Mier, Seconded by Councilwoman Aaron.
 Voting Yea: Mayor Haines, Mayor Pro Tem Mier, Councilwoman Aaron, Councilman Fleming, Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried.

COUNCIL COMMENTS:

Councilman Fleming requested the City Attorney review a Sterling Heights ordinance regarding the sale of Kratom to protect local youth from potentially addictive substances.

Councilor Gerald commended the Environmental Citizens Committee (ECC) for their plant sale on Sunday, May 24th and the Madison Heights Women's Club for the Memorial Day Remembrance Concert on Thursday, May 14th. The Juneteenth Celebration is on Saturday, June 20th at Civic Center Park from 12 – 6 p.m. She noted that paving on the outside lanes of John R between Gardenia and 12 Mile is occurring this week.

Councilor Rohrbach thanked those who supported the Environmental Citizens Committee (ECC) plant sale, which funds the native garden grants. The Paradise Eve Lantern Festival is on Saturday, May 30th at Civic Center Park from 5 – 9 p.m. and the Arts & Pride Festival is on Sunday, June 7th at Civic Center Park from 1 – 5 p.m. The Summer Concert Series on Wednesday, June 10th is Dr. Smith and Wednesday, June 24th is Denise Davis & the Motor City Sensations at Civic Center Park at 7 p.m. The Juneteenth Celebration is on Saturday, June 20th at Civic Center Park from 12 – 6 p.m.

Deputy City Clerk Boucher announced that absentee voter applications for the August 4th Primary and November 3rd General elections were mailed out. Voters may request absentee voter applications through the Clerk's Office or the State of Michigan. Feel free to contact the Clerk's Office at (248) 583-0826 with any questions.

City Manager Marsh had no comments this evening.

City Attorney L. Sherman had no comments this evening.

Councilor Wright praised the Motor City Brass Band at the Memorial Day Remembrance Concert and thanked Tony Austin of One Vision Media for his professional volunteering. He echoed invitations to the Paradise Eve Lantern Festival, the Arts & Pride Festival, and the Juneteenth Celebration. The Festival in the Park Fireworks is on Sunday, June 28th at Civic Center Park from 6 – 10:30 p.m.

Mayor Pro Tem Mier expressed concern over the legality of selling Kratom in the city. He celebrated the success of Little League Opening Day and thanked local officials for their attendance.

Councilwoman Aaron congratulated the Class of 2026. She highlighted the Paradise Eve Lantern Festival, Arts & Pride Festival, Summer Concert Series, and Juneteenth Celebration. The month of May is Mental Health Awareness and Lupus Awareness.

Mayor Haines congratulated local students Henry Morales-Kramer, James Morales-Kramer, Charles Bellis, and Tanner Langdon on achieving the rank of Eagle Scout. He enjoyed participating in the Little League Opening Day. Mayor Haines reported that Macomb County will begin road work on Dequindre between 13 and 14 Mile Roads in the coming weeks.

ADJOURNMENT

Having no further business, Mayor Haines adjourned the meeting at 7:06 p.m.



AGENDA ITEM SUMMARY FORM

MEETING DATE: 6/8/26

PREPARED BY: Matt Lonnerstater, AICP

AGENDA ITEM CONTENT: Special Land Use Request PSP 26-02 – 27392 Park Court – Major Home Occupation [Pet Grooming]

AGENDA ITEM SECTION: Reports

BUDGETED AMOUNT: N/A

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

Planning Commission Recommendation: Approval with conditions

Refer to staff report, including "Planning Commission Action and Findings" on page 1 and "Template Motion, Findings and Conditions" section on page 7.



MEMORANDUM

Date: June 1st, 2026

To: City of Madison Heights City Council (June 8th, 2026 Meeting)

From: Matt Lonnerstater, AICP – City Planner

Subject: Special Land Use Request PSP 26-02– 27392 Park Court – Major Home Occupation [Pet Grooming]

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 7

Introduction

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

Planning Commission Action and Findings.

Per the Zoning Ordinance adopted in 2024, Special Land Use requests begin at the Planning Commission for a public hearing, with a recommendation made to City Council for final action. A public hearing was held at the May 18th, 2026 Planning Commission meeting. No members of the public spoke regarding the application. Following the public hearing, the Planning Commission approved the following motion pertaining to the proposed Special Land Use request:

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

1. The applicant requests Special Land Use approval for a pet grooming Major Home Occupation at 27392 Park Court.
2. The Planning Commission held a public hearing for PSP 26-02 at their May 18th, 2026 meeting.
3. The proposed pet grooming Major Home Occupation use is consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent residential land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the R-3, One-Family Residential district

d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Single-Family Residential future land use classification.

4. The use satisfies the Use-Specific Standards for Major Home Occupations - as contained in Section 7.03.18 of the Madison Heights Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS:

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

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Motion carried.

Project Details

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

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

27392 Park Court



Home Occupation Details

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

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

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

Use-Specific Standards for Major Home Occupations.

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

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

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

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

Site Analysis

Existing Zoning and Land Use

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

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

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

Future Land Use and Master Plan

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

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

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

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

Housing

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

Special Land Use Criteria

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

City Council shall consider the Special Land Use review standards contained in Section 15.05.3 and incorporate them into any motion of approval or denial:

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

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

natural environment and conserve natural resources and energy, to ensure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.

Staff Analysis

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

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

Next Step

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

Template motions are provided on the following page.

Attachments

- **Special Land Use Application - PSP #26-02**
- **Associated Maps**
- **Section 3.07 – R1 One-Family Residential District**
- **Section 7.03.18 – Use-Specific Standards for Major Home Occupations**
- **Section 15.05 – Special Land Use Review**
- **Draft Planning Commission minutes – May 18th, 2026**
- **Public Letter of Support**

Template Motion, Findings and Conditions

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

APPROVAL

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

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

APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS**

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

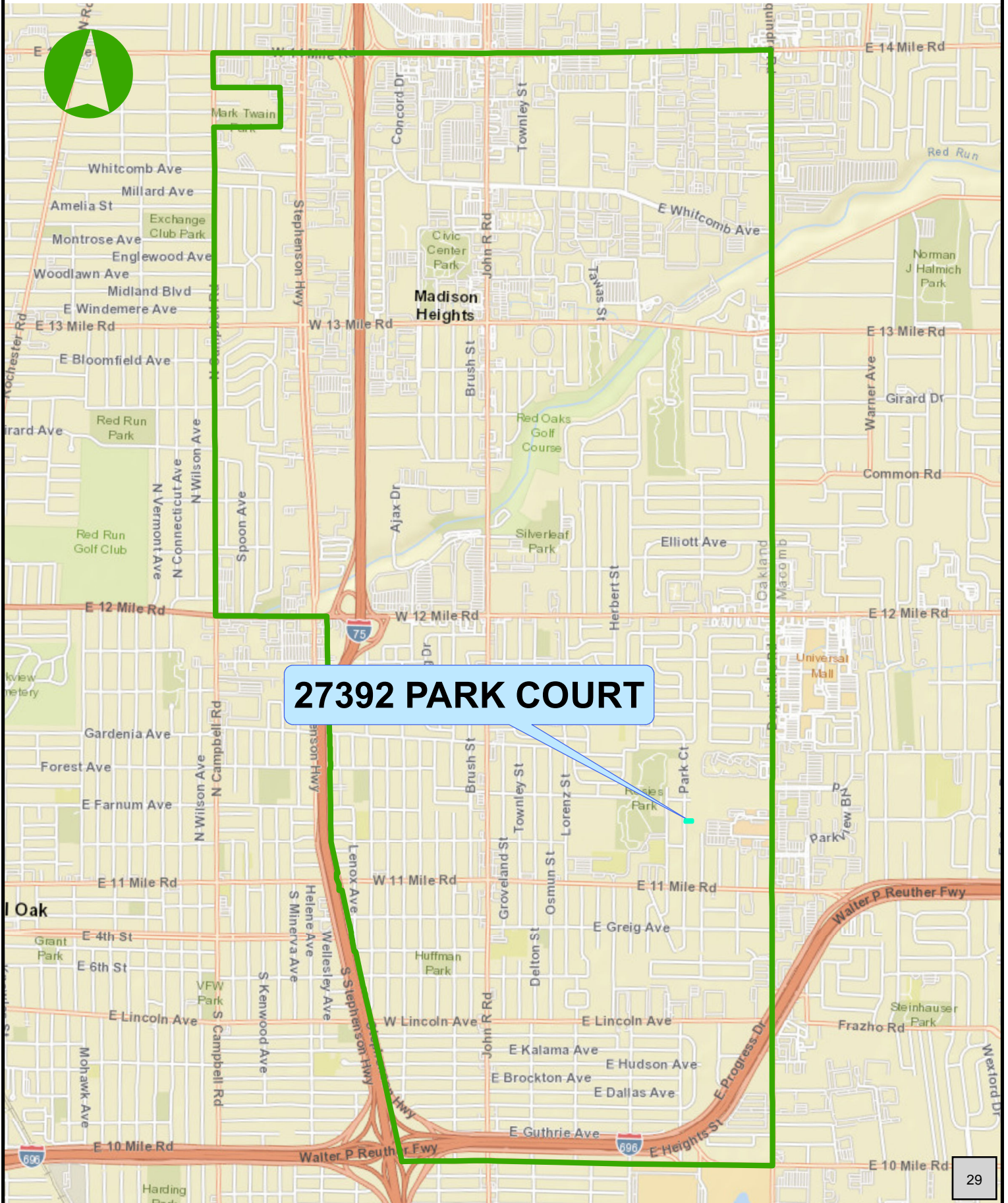
DENIAL

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

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

PSP 26-02 : 27392 PARK CT

Item 4.



Site Address: 27392 Park Ct

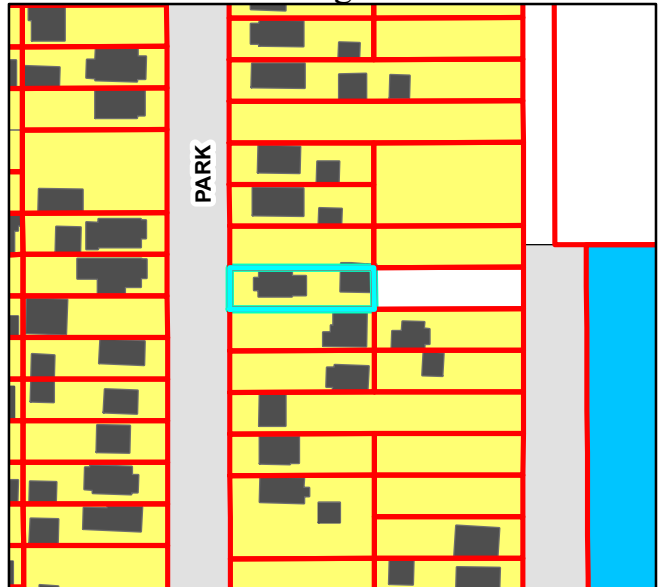


Click for maps

Aerial



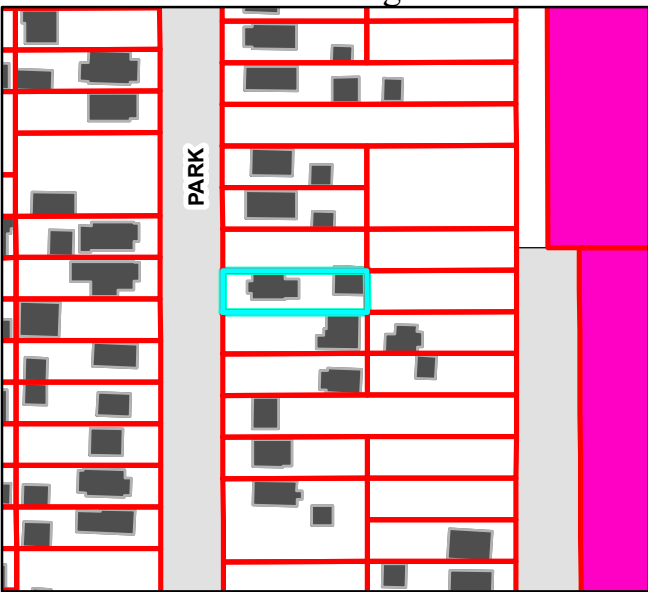
Existing Land Use



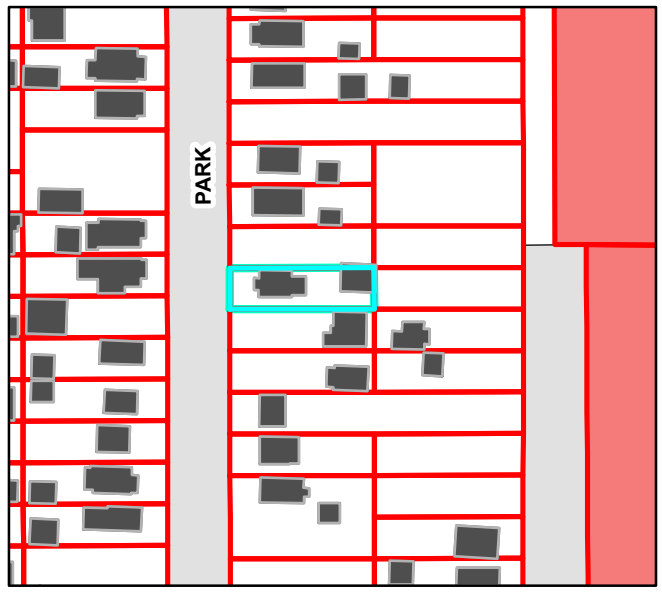
- 27392 Park Ct
- Parcels

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

Zoning



Future Land Use



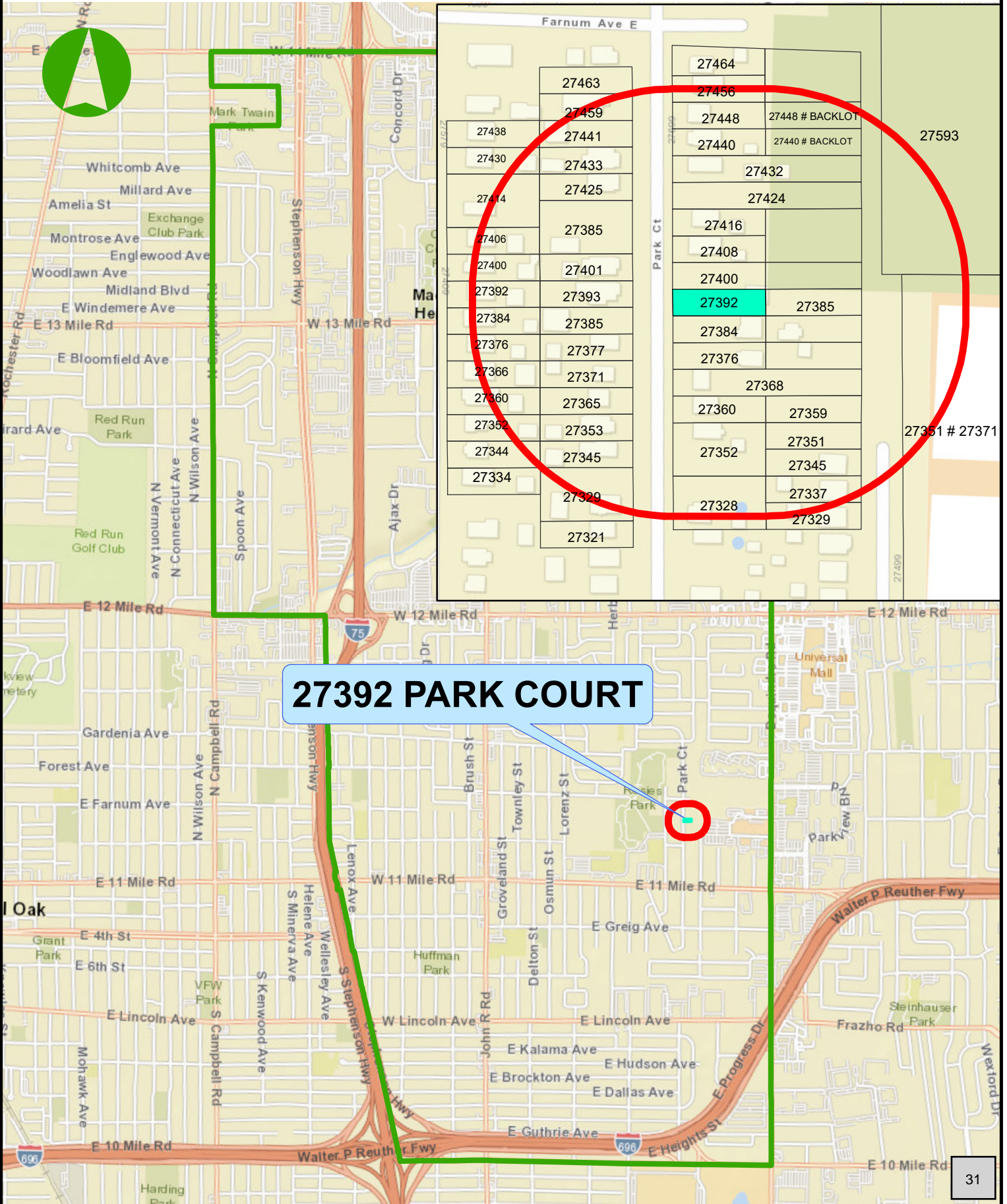
- 27392 Park Ct
- Parcels
- Buildings
- O-1
- R-3

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

PSP 26-02 : 27392 PARK CT

BUFFER: 300 FT

Item 4.



APPROVAL OF MINUTES

PC 26-17. April 20th, 2026 Meeting Minutes

Motion made by Commissioner Fox, Seconded by Commissioner Olson to approve the Planning Commission minutes of April 20, 2026 as presented.

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Motion carried.

PUBLIC HEARING

Special Land Use PSP 26-02 - 27392 Park Court - Major Home Occupation (Pet Grooming)

Planner Lonnerstater introduced the special land use request at 27392 Park Court to operate a pet grooming business out of the home. This is considered a major home occupation. The business scope of work is the following:

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

The applicant clarified some additional details that were asked of her. She would require dogs to have a rabies vaccination. She would intend on grooming about 4 dogs per day as each dog is approximately 1-2 hours of grooming.

Planner Lonnerstater reviewed the use specific zoning standards for home occupations set forth in section 7.03.18 of the zoning ordinance.

The Commission found the use appropriate with various conditions. The City's attorney reminded the applicant that upon approval, they would be responsible for applying for a Certificate of Occupancy and Business License.

Vice Chair Graettinger opened the floor to public comment at 5:40 pm. Seeing no members of the public wishing to comment, the public comment was closed at 5:41 pm.

PC 26-18. Special Land Use PSP 26-02-27392 Park Court-Major Home Occupation (Pet Grooming)

Motion by Fox, seconded by Olson, that, following the required public hearing, the Planning Commission hereby recommends that city council approve special land use request number PSP 26-02 for a major home occupation in the form of a pet grooming business at 27392 Park Court based upon the following findings:

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

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS

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

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Motion carried.

May 18th

Item 4.



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

I. APPLICANT INFORMATION

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

II. PROPERTY INFORMATION

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

III. CONSULTANT INFORMATION (IF APPLICABLE)

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



IV. PROJECT NAME

Sassy's Pet Parlour

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

See Attachment

Required Attachments:

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

VI. APPLICANT CERTIFICATION

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

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

VII. PROPERTY OWNER CERTIFICATION

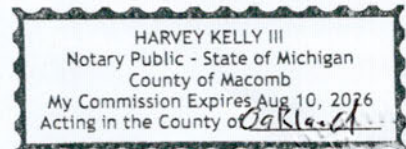
IF YOU ARE NOT THE PROPERTY OWNER, YOU MUST HAVE THE PROPERTY OWNER PROVIDE A NOTARIZED SIGNATURE, BELOW, OR PROVIDE A NOTARIZED LETTER OF AUTHORIZATION OR NOTARIZED POWER OF ATTORNEY AUTHORIZING YOU TO ACT ON THEIR BEHALF.

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

Notary for Property Owner:

Subscribed and sworn before me, this 16th day of March, 2026
 A Notary Public in and for Macomb County, Michigan.
 Notary Name (Print): Harvey Kelly
 Notary Signature: [Signature]
 My Commission Expires: 8-10-26

Notary Stamp



STAFF USE ONLY

[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE (\$750): \$250 SPECIAL LAND USE NO.: _____ PSP # _____
 DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____



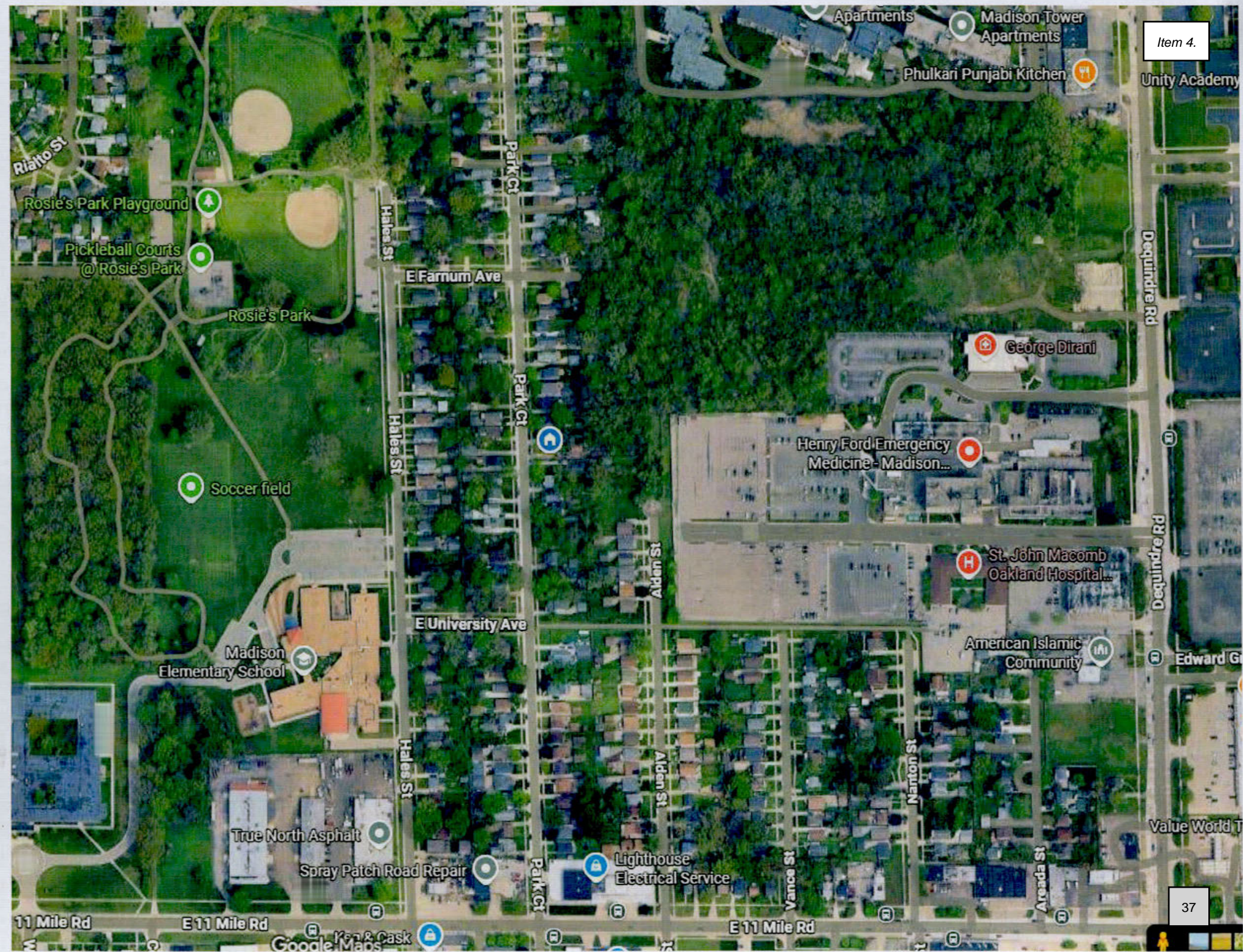
V. PROJECT DESCRIPTION AND SCOPE OF WORK:

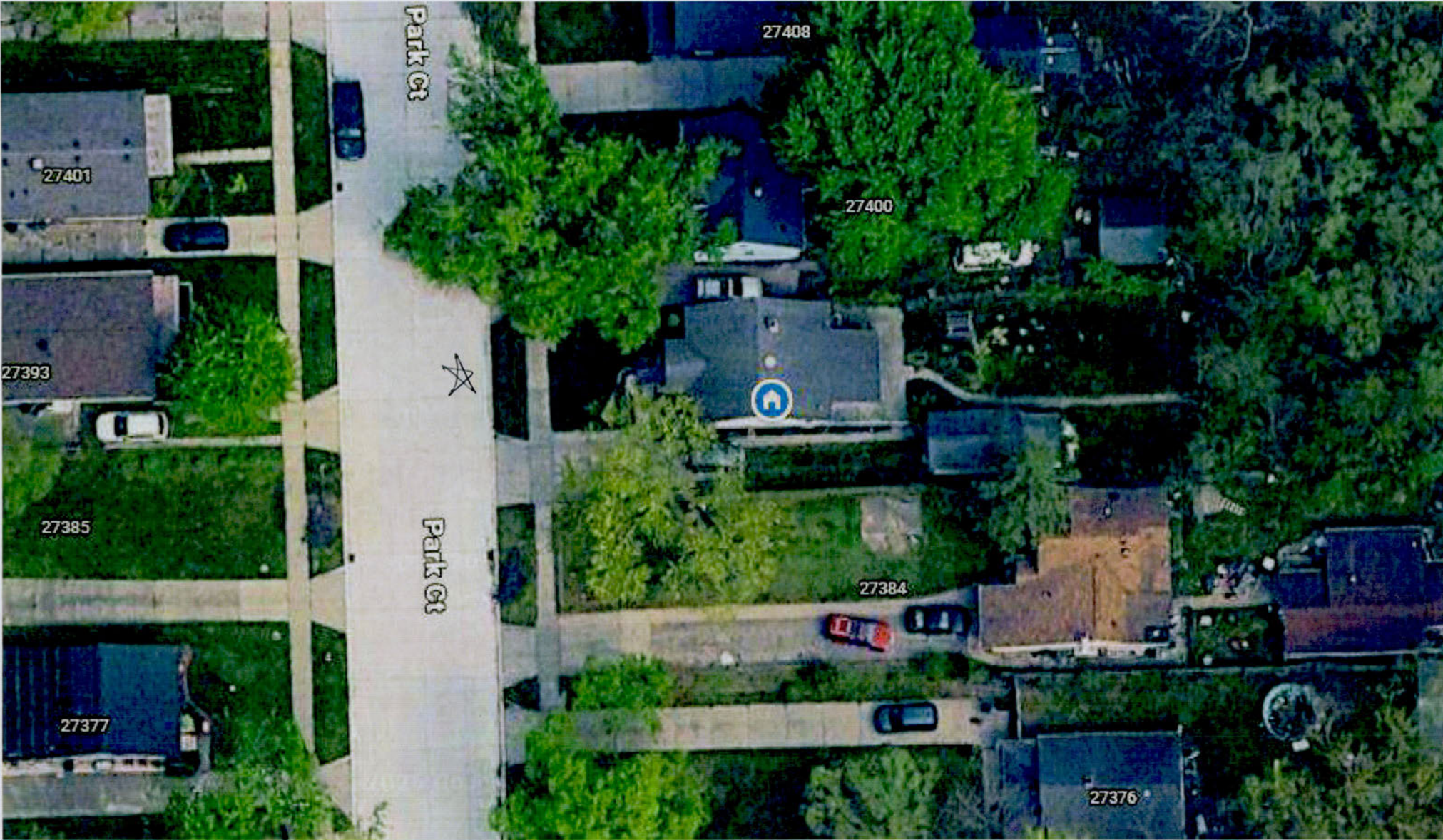
- **Project Narrative:** One-on-one pet grooming services, to be performed by a single individual, on an appointment-only basis to ensure minimal traffic. Offering a calm, low-volume, stress-free environment for small-medium dogs. All aspects of services will be performed within designated space in basement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

Special Land Use: Response Form Items.

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

Item 4.







Item 4.



Item 4.



NOTICE OF PUBLIC HEARING

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

Case # PSP 26-02 – 27392 Park Ct.

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

Case # PSP 26-03 – 32525 Stephenson Hwy.

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

Case # PSP 26-04 – 32371 Dequindre Rd.

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

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

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

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

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

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

My name is Viorica Cosma

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

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

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

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

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

This is my belief.

Best to you all.

VIORICA COSMA

at Madison Heights

on May 06.2026

Section 3.09 R-3 One Family Residential District

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

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

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

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

- (3) On corner lots, no driveway from a side street shall be less than ten (10) feet from rear property line as measured along the side street property line. Curbs shall be provided to prevent ingress or egress except at the required locations.
- D. **Canopy Setbacks.** Fuel station pumps, recharging stations, and canopies shall be subject to the minimum principal building setback requirements for the district, with the exception of those abutting residential properties which shall be setback in accordance with the residential separation buffer requirement, above.
- E. **Canopy Height.** Fuel station canopies shall not exceed a height of 20 feet, measured to the highest point of the canopy.
- F. **Canopy Architecture.** Fuel station canopies shall be architecturally compatible with the design of the principal structure regarding roof pitch, architectural detailing, materials and color schemes.
- G. **Canopy Lighting.** Canopy lighting shall comply with the standards of Section 8.04 (Exterior Lighting). With the exception of illuminated signage, the exterior of canopies shall not be illuminated.
- H. **Vehicle Storage.** Disabled vehicles shall not be stored on the property. Rental or storage of trucks, trailers, and other vehicles is prohibited.
- I. **Outdoor Display and Sales.** Outdoor ancillary sales display areas (including display of windshield solvent, motor oil, propane, and ice) shall be denoted on the site plan and shall not restrict pedestrian movement on the site. Outdoor display and sales are subject to the use-specific requirements for outdoor display and sales, [Section 7.03\(33\)](#).
17. **HOME IMPROVEMENT CENTER, GARDEN CENTERS, AND LUMBER YARDS.** Building material sales, garden centers, lumber yards, and similar uses which may include outdoor storage and sales, unless otherwise specified herein, shall be subject to the standards set forth in this section.
- A. Outdoor sales and displays of equipment, materials, and products shall be subject to the standards set forth in [Section 7.03\(33\)](#), Outdoor Sales and Display.
- B. Outdoor storage of equipment and materials separate from outdoor sales and display areas shall be subject to [Section 8.03\(6\)](#), Accessory outdoor storage.
18. **HOME OCCUPATION (MINOR AND MAJOR)**
- A. Unless otherwise noted, the standards of this section shall not apply to live-work units, which are regulated separately under [Section 7.03\(23\)](#)
- B. **Home Occupation, Minor**
- (1) The operation of a Minor Home Occupation shall be conducted solely within the dwelling unit and not within any detached accessory structure, except for incidental storage of equipment or materials related to the residential use.
 - (2) The Minor Home Occupation shall be conducted solely by the person or persons occupying the lot and a maximum of one (1) non-resident employee.
 - (3) The dwelling unit shall have no exterior evidence to indicate the dwelling unit is being utilized for a Minor Home Occupation.
 - (4) Only one (1) guest or client of the Minor Home Occupation shall be permitted at a time.
 - (5) The floor area used for the Minor Home Occupation shall not exceed 10% of the gross floor area of the dwelling unit.
 - (6) Customer or client business-related visits, deliveries, and non-resident employee arrivals and departures shall occur between 8:00 a.m. and 8:00 p.m.
 - (7) No signage shall be permitted, except where specifically required by law.
 - (8) No display of any kind shall be visible from the exterior of the premises.

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

C. Home Occupation, Major

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

19. HOSPITAL

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

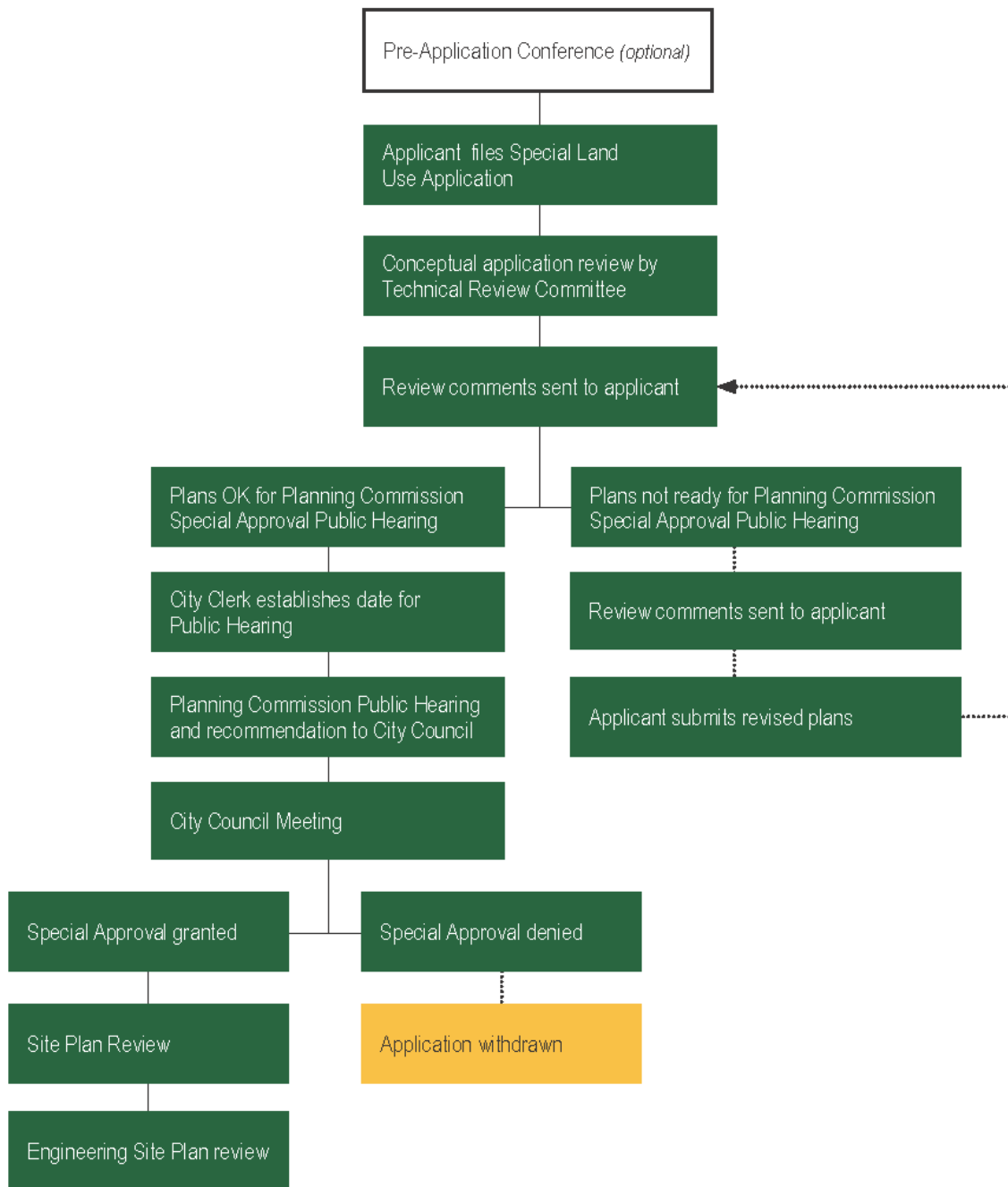
- E. The guarantee or portion thereof, shall be promptly released upon the inspection and approval of all improvements in compliance with the approved final site plan or conditional use permit and all applicable city standards and specifications. Portions of the guarantee may be released, in not more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

Section 15.05 Special Land Use Review

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

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

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



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

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

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

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

Section 15.06 Variances and Appeals

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



AGENDA ITEM SUMMARY FORM

MEETING DATE: 6/8/26

PREPARED BY: Matt Lonnerstater, AICP

AGENDA ITEM CONTENT: Special Land Use Request PSP 26-03 – 32525 Stephenson– Minor Auto Service

AGENDA ITEM SECTION: Reports

BUDGETED AMOUNT: N/A

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

The applicant, Jacob Kaufer, requests Special Land Use approval from the Planning Commission and City Council under Section 15.05 of the Madison Heights Zoning Ordinance to operate a Minor Auto Service use at 32525 Stephenson Highway, zoned M-1, Light Industrial; tax parcel # 44-25-02-101-030. The property is located on the west side of Stephenson Highway, south of 14 Mile Road. The applicant proposes to utilize portions of the existing building for vehicle audio and security equipment installation with ancillary office and sales space.

RECOMMENDATION:

Planning Commission Recommendation: Approval with conditions

Refer to staff report, including "Planning Commission Action and Findings" on page 1 and "Template Motion, Findings and Conditions" section on page 9.



MEMORANDUM

Date: June 1st, 2026

To: City of Madison Heights City Council (June 8th, 2026 Meeting)

From: Matt Lonnerstater, AICP – City Planner

Subject: Special Land Use Request PSP 26-03– 32525 Stephenson Hwy. – Minor Auto Service (Electronic Equipment Sales and Installation)

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 9

Introduction

The applicant, Jacob Kaufer, requests Special Land Use approval from the Planning Commission and City Council under **Section 15.05** of the Madison Heights Zoning Ordinance to operate a Minor Auto Service use at 32525 Stephenson Highway, zoned M-1, Light Industrial; tax parcel # 44-25-02-101-030. The property is located on the west side of Stephenson Highway, south of 14 Mile Road. The applicant proposes to utilize portions of the existing building for vehicle audio and security equipment installation with ancillary office and sales space.

Planning Commission Action and Findings.

Per the Zoning Ordinance adopted in 2024, Special Land Use requests begin at the Planning Commission for a public hearing, with a recommendation made to Cit Council for final action. A public hearing was held at the May 18th, 2026 Planning Commission meeting. No members of the public spoke regarding the application. Following the public hearing, the Planning Commission approved the following motion pertaining to the proposed Special Land Use request:

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

1. The applicant requests Special Land Use approval for a Minor Auto Service facility at 32525 Stephenson Highway as permitted by Section 3.17 of the Zoning Ordinance, M-1 Light Industrial District.
2. The Planning Commission held a public hearing for PSP 26-03 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Service use is consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.

- b. The use will not involve activities that will be detrimental to adjacent industrial land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
1. With conditions of approval, the use satisfies the use-specific standards for Minor 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. Special Land Use approval is limited to automobile-related electronic system sales and installation including but not limited to audio, GPS, remote start, and security equipment. Motor vehicle repair such as that related to engines, brakes, wheels, collision-related work, etc., is not permitted through this Special Land Use approval.
2. All trash and discarded equipment shall be disposed of either within the building or in dumpsters fully contained within the freestanding enclosure.
3. A shared dumpster easement agreement shall be recorded for use of the dumpster on the adjacent parcel; if this cannot be obtained, a new dumpster enclosure shall be proposed on site which satisfies Zoning Ordinance standards.
4. The final Certificate of Occupancy shall satisfy the use-specific standards for minor auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.
5. Expansion of the auto service use within the existing building shall require new Special Land Use approval under a new application.

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Motion carried.

Project Details

The subject property is 0.68 acres in size and is currently improved with a 12,507 square-foot light industrial building with associated asphalt parking areas to the east, south, and west of the building. The building contains an 8,272 square foot warehouse space which is currently occupied by a clothing retailer, a 1,014 sq. ft. receiving area, and a 1,500 sq. ft. office and showroom area. Per the project narrative and concept plan, the applicant intends to utilize the office and receiving areas to sell and install automobile security, GPS, and audio systems. The large warehouse space is not included in the scope of work and the existing clothing retailer is proposed to remain. This use is classified as “Minor Auto Repair/Service” in the Zoning Ordinance, which requires Special Land Use approval in the M-1 zoning district.

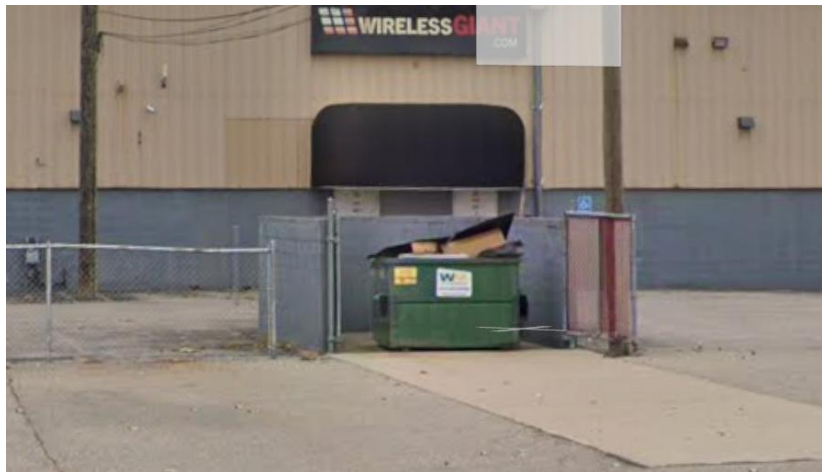
Site and Property Information

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

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

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

Existing Dumpster Enclosure located on Adjacent Parcel



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

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

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

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

Analysis of Surrounding Area

Existing Zoning and Land Use

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

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

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

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

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

Future Land Use and Master Plan

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

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

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

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

Community Character

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

Commercial & Industrial Development

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

Transportation

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

Special Land Use Criteria

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

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

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

Staff notes the following pertaining to the site:

Dumpster Enclosure

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

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

Use-Specific Standards

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

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

Next Step

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

Template motions are provided on the following page.

Attachments

- Special Land Use Application - PSP #26-03
- Concept Site Plan and Floor Plan– PSP #26-03
- Associated Maps
- Section 3.17 – M-1, Light Industrial District
- Section 7.03.2 – Use-Specific Standards for Auto Repair and Service Facilities
- Section 15.05 – Special Land Use Review
- Draft Planning Commission minutes – May 18th, 2026

Template Motion, Findings and Conditions

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

APPROVAL

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

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

APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS**

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

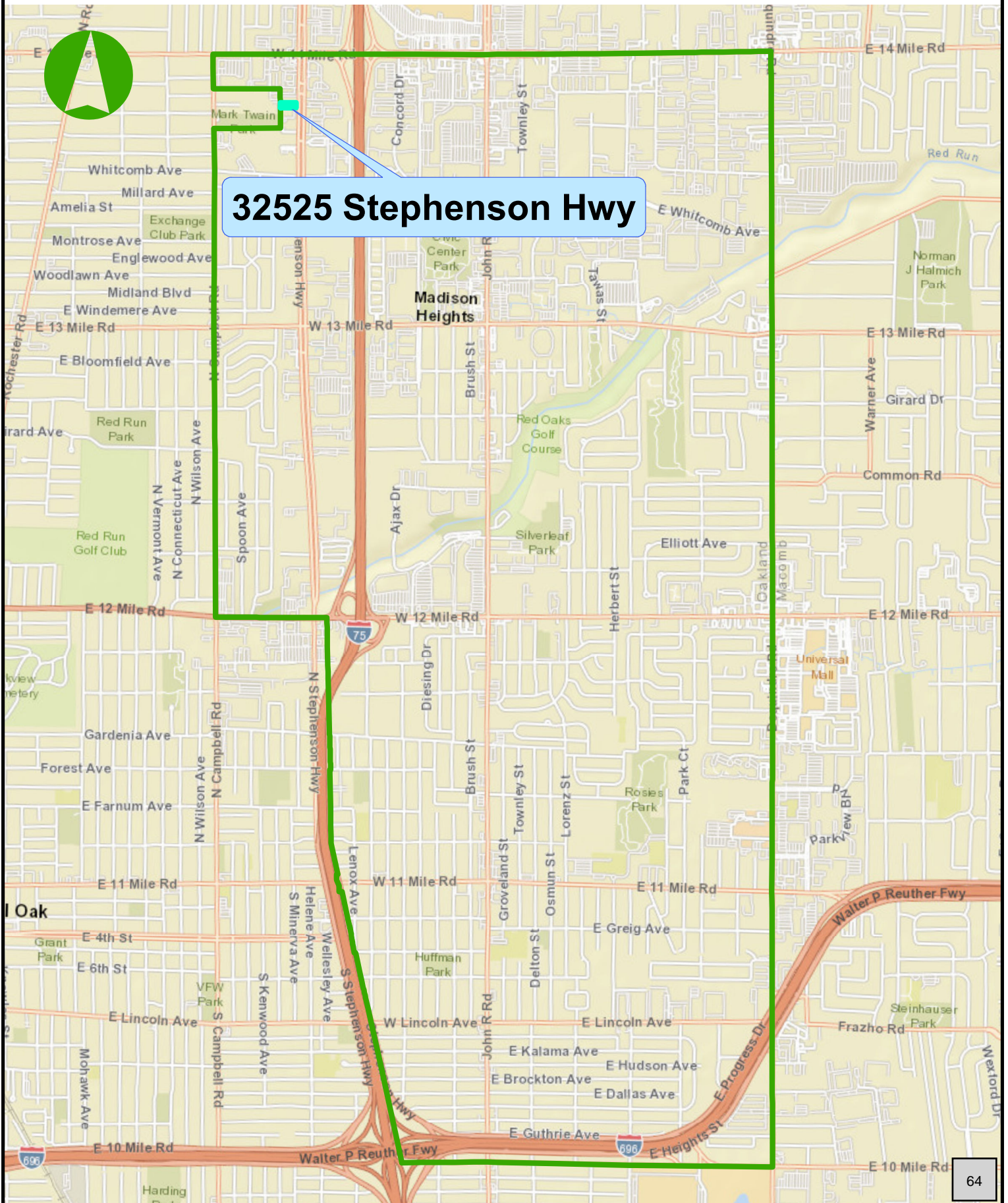
DENIAL

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

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

PSP 26-03 : 32525 Stephenson Hwy

Item 5.

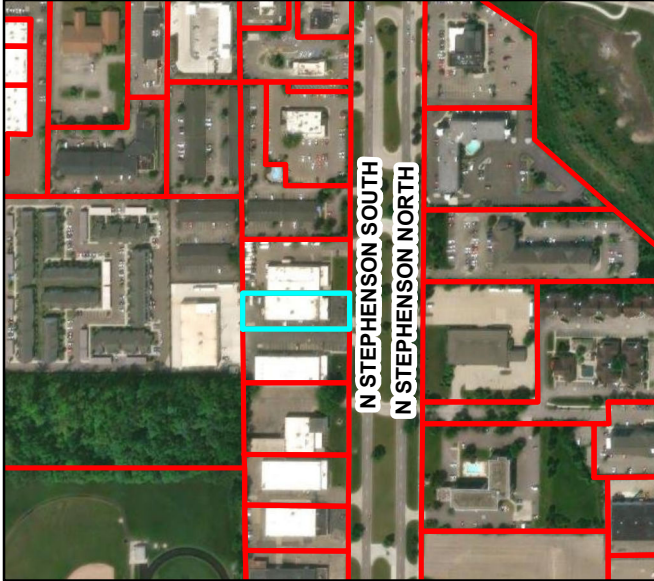




Site Address: 32525 Stephenson Hwy



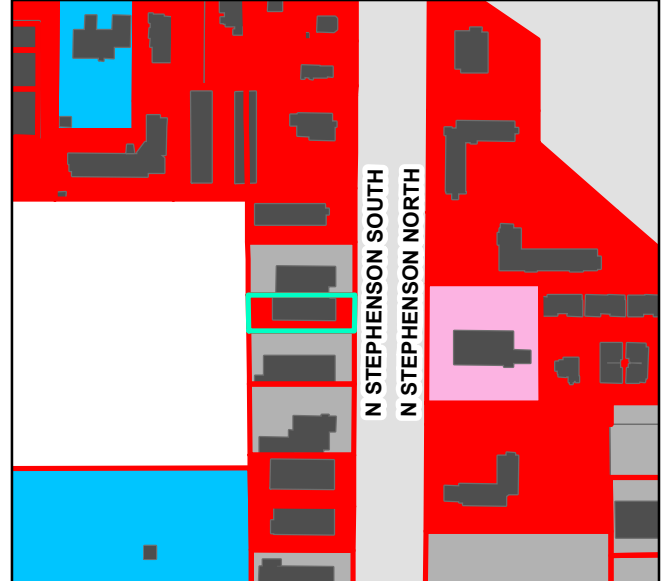
Click for maps






Aerial



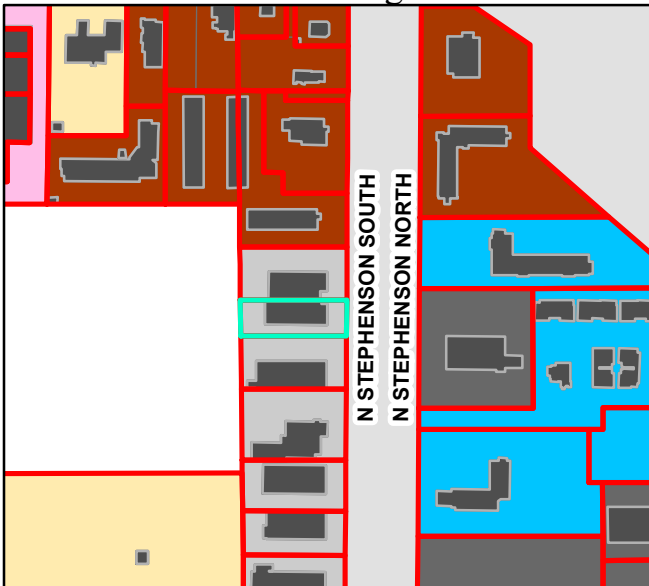
-  32525 Stephenson Hwy
-  Parcels








Existing Land Use



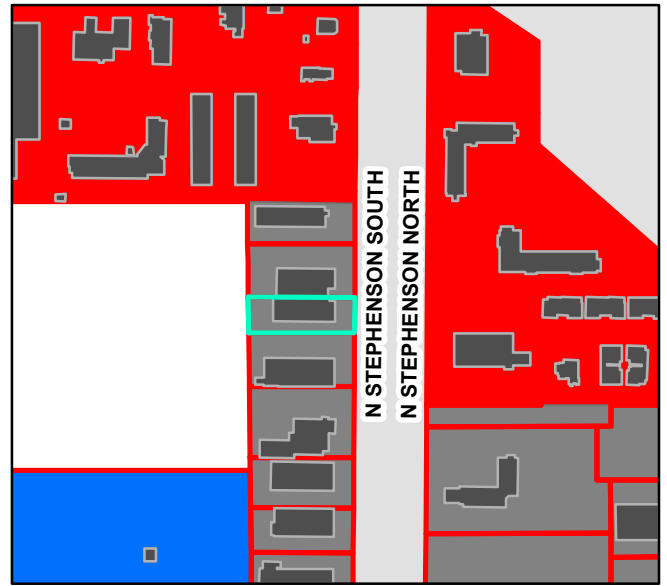
-  Parcels
-  32525 Stephenson Hwy
-  Commercial
-  Quasi-public
-  Buildings
-  Office







Zoning



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

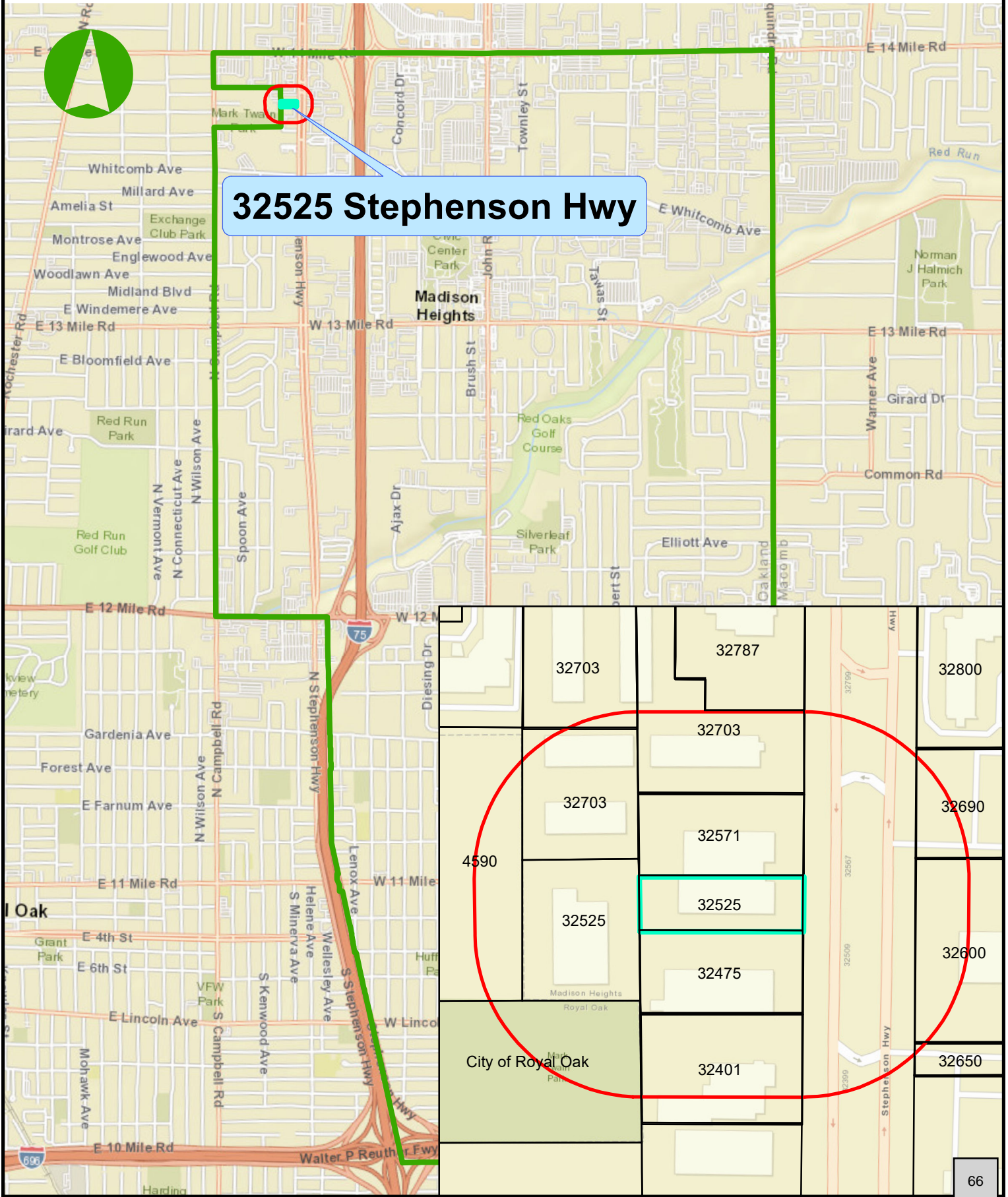
Future Land Use



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

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

Item 5.



Special Land Use PSP 26-03 - 32525 Stephenson Hwy. - Minor Auto Service

Planner Lonnerstater introduced the Special Land Use request PSP 26-03 - 32525 Stephenson Hwy. - Minor Auto Service. The applicant proposes to utilize portions of the existing building for vehicle audio and security equipment installation with ancillary office and sales space.

The building contains an 8,272 square foot warehouse space which is currently occupied by a clothing retailer, a 1,014 sq. ft. receiving area, and a 1,500 sq. ft. office and showroom area. Per the project narrative and concept plan, the applicant intends to utilize the office and receiving areas to sell and install automobile security, GPS, and audio systems. The large warehouse space is not included in the scope of work and the existing clothing retailer is proposed to remain. This use is classified as “Minor Auto Repair/Service” in the Zoning Ordinance, which requires Special Land Use approval in the M-1 zoning district.

The Commission discussed the details of the application and requested information from the applicant Jacob Kaufer. He clarified some items of question and explained this is an appointment based business and he intends to work on an average of 4 cars per day.

Vice Chair Graettinger opened the floor to public comment at 6:00 pm. Seeing there were no members of the public wishing to speak, the public comment was closed at 6:01 pm.

PC 26-19. Special Land Use PSP 26-03 - 32525 Stephenson Hwy. - Minor Auto Service

Motion made by Commissioner Fox, Seconded by Mayor Haines that, following the required public hearing, the planning commission hereby recommends that city council approve special land use request number PSP 26-03 for minor auto service at 32525 Stephenson highway based upon the following findings:

1. The applicant requests Special Land Use approval for a Minor Auto Service facility at 32525 Stephenson Highway as permitted by Section 3.17 of the Zoning Ordinance, M-1 Light Industrial District.
2. The Planning Commission held a public hearing for PSP 26-03 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Service use is consistent with the Special Land Use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent industrial land uses.
 - c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.

- d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With conditions of approval, the use satisfies the use-specific standards for Minor Auto Repair and Service facilities as contained in 7.03.2 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS:

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

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales

Planner Lonnerstater introduced Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales at 32371 Dequindre.

The Planning Commission considered a similar Special Land Use request for a minor auto repair facility at this location at the February 17th, 2026 meeting. Despite the Planning Commission recommending approval of the Special Land Use, with conditions relating to landscaping, concrete details, and stormwater, City Council denied the Special Land Use request for the auto repair facility by a vote of 4-3 at their meeting on March 9th.



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

248 767-1239

I. APPLICANT INFORMATION

Applicant JACOB KAUFER (~~248 556-0888~~)

Applicant Address 929 N DORCHESTER AVE

City ROYAL OAK State MI ZIP 48067

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

Contact Person KAPEEL BHAGWAN

Telephone Number [REDACTED] Email Address [REDACTED]

II. PROPERTY INFORMATION

Property Address 32525 STEPHENSON HWY

Tax ID _____ Zoning District _____

Owner Name (if different than applicant) KAPEEL BHAGWAN

Address 61 MELANIE

City TROY State MI Zip 48098

Telephone Number _____ Email Address [REDACTED]

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name _____ Company _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Email Address _____

SPECIAL LAND USE APPLICATION

IV. PROJECT NAME

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

INSTALL CAR AVOID

Required Attachments:

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

VI. APPLICANT CERTIFICATION

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

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

VII. PROPERTY OWNER CERTIFICATION

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

Printed Name KAPEEL BHAGWAN Signature [Signature] Date _____

Notary for Property Owner:

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

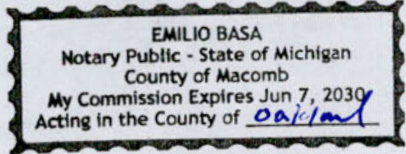
A Notary Public in and for Macomb County, Michigan.

Notary Name (Print): Emilio Basa

Notary Signature: [Signature]

My Commission Expires: 6/7/2030

Notary Stamp



STAFF USE ONLY
(DO NOT ACCEPT INCOMPLETE APPLICATIONS)

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

SPECIAL LAND USE: REVIEW STANDARDS RESPONSE FORM

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

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

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

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

We are not using any harmful materials

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

NO

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

NO changes to the building. simple cosmetic work.

SPECIAL LAND USE APPLICATION

E. Describe how ingress/egress to the use will be controlled to assure maximum vehicular, pedestrian and non-motorized safety, convenience and minimum traffic impact on adjacent roads, drives and uses including, but not limited to:

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

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

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

Its already light industrial & believe this use fits

Project narrative

From Jacob Kaufer <[REDACTED]>

Date Tue 4/7/2026 7:07 PM

To Matt Lonnerstater <[REDACTED]>

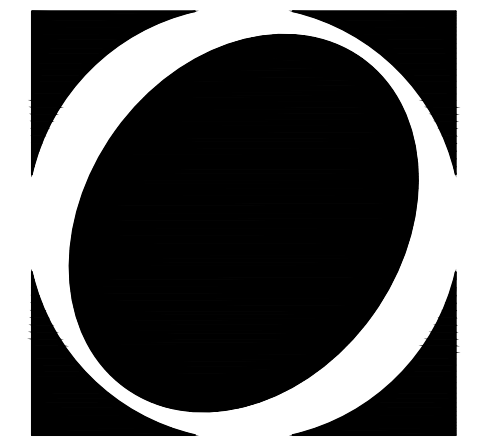
Warning: Unusual sender <[REDACTED]>

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

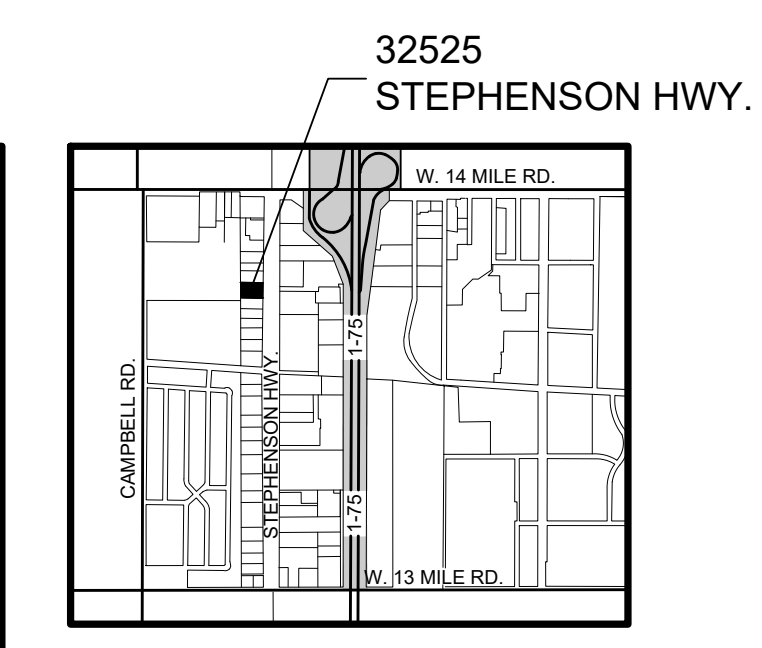
The products that will be sold will be car, audio, alarms, remote starts speakers etc The hours will be 10 to 6 Monday through Saturday. There will be one employee on site which will be me. in a basic description of what I do is installing the products that I sell into cars, there will be no fluids removed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

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

SPECIAL USE LAND APPLICATION
CAR SECURITY & AUDIO INSTALLATIONS



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



LOCATION MAP

DRAWING INDEX:

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

PROPERTY DESCRIPTION:

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

SITE DATA:

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

BUILDING DATA:

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

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

PARKING:

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

JK AUDIO REQUIREMENTS:

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

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

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

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



1935 YOSEMITE BLVD. 28
 BIRMINGHAM, MICHIGAN
 48009
 248.909.2808

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

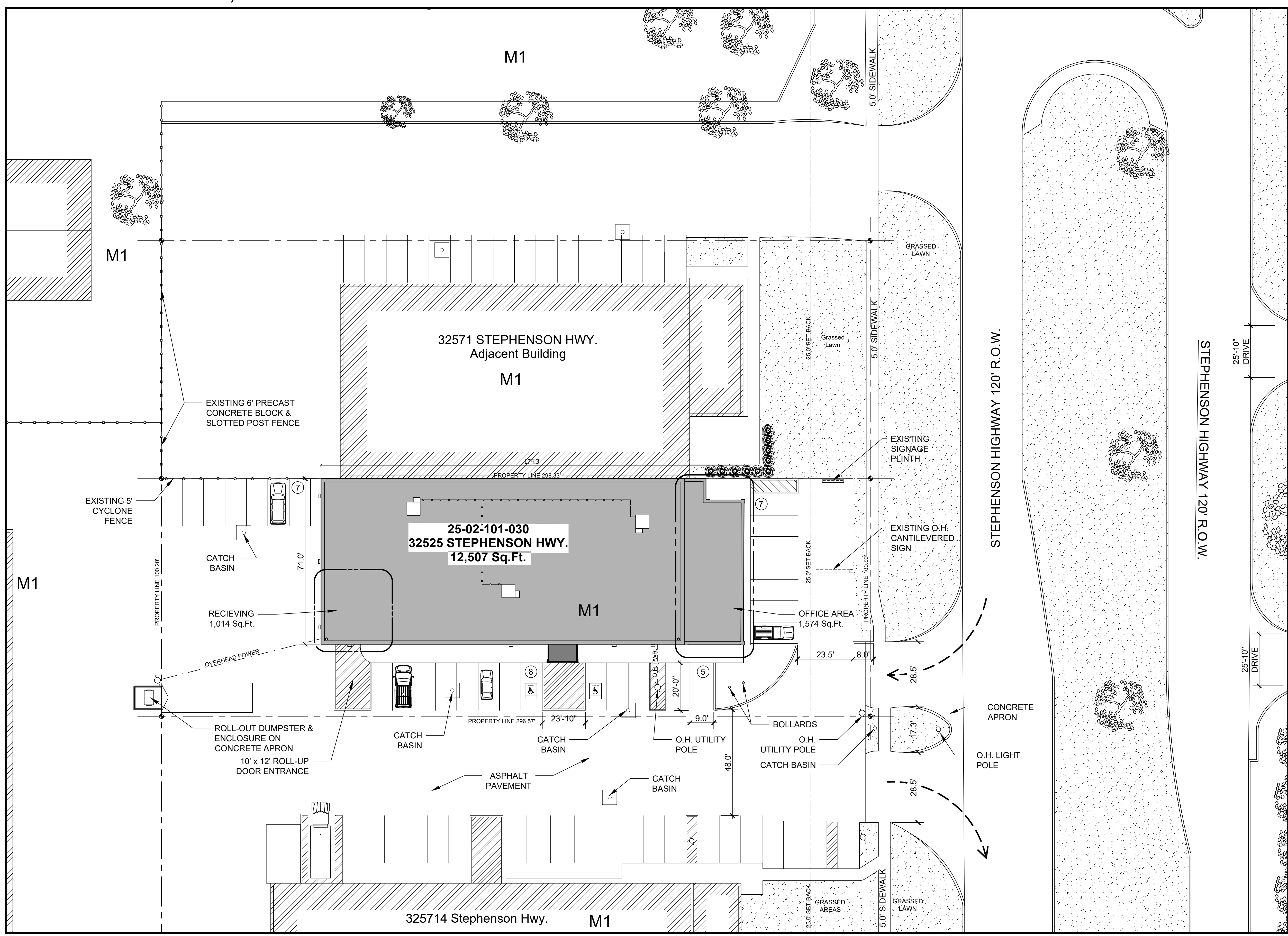
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**SITE PLAN
 DATA
 & ROOF PLAN**

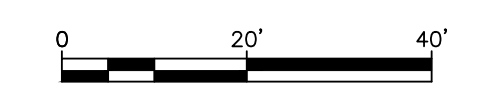
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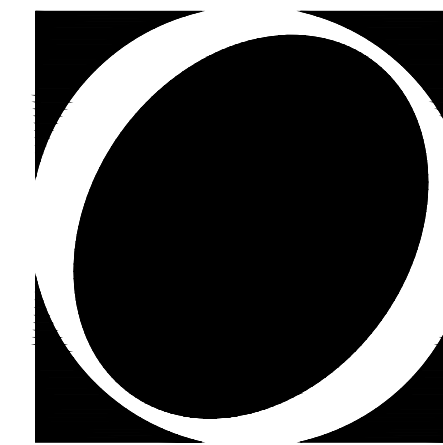
SHEET No.

S1



1 SITE PLAN
 Scale: 1:20





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

O&Co

design and planning

1935 YOSEMITE BLVD. 28
BIRMINGHAM, MICHIGAN
48009

248.909.2808

PROJECT:

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

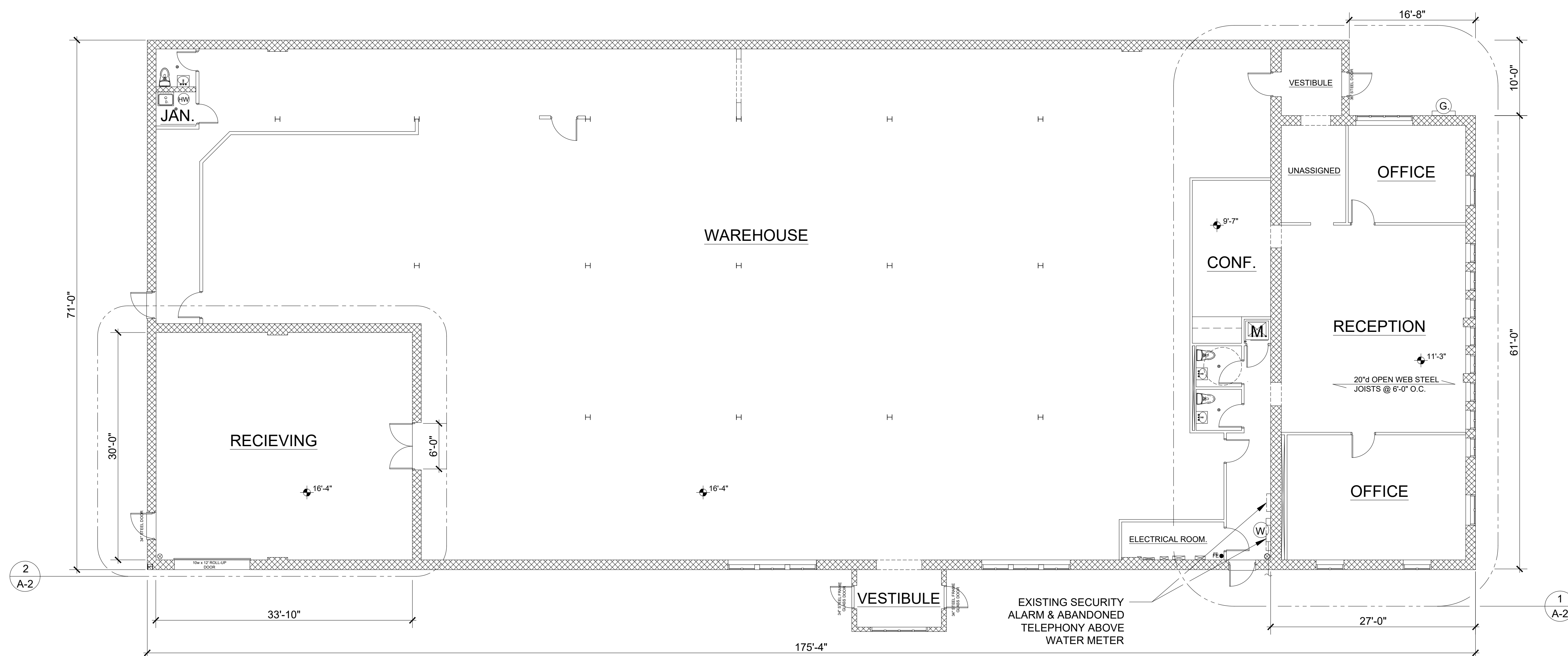
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**EXISTING FLOOR
PLAN**

DRAWN: PO
CHECKED: --

SHEET No.

A-1



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



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

O&Co
design and planning
1935 YOSEMITE BLVD. 28
BIRMINGHAM, MICHIGAN
48009
248.909.2808

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

DRAWING TITLE:
ENLARGED FLOOR PLANS

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SHEET No.

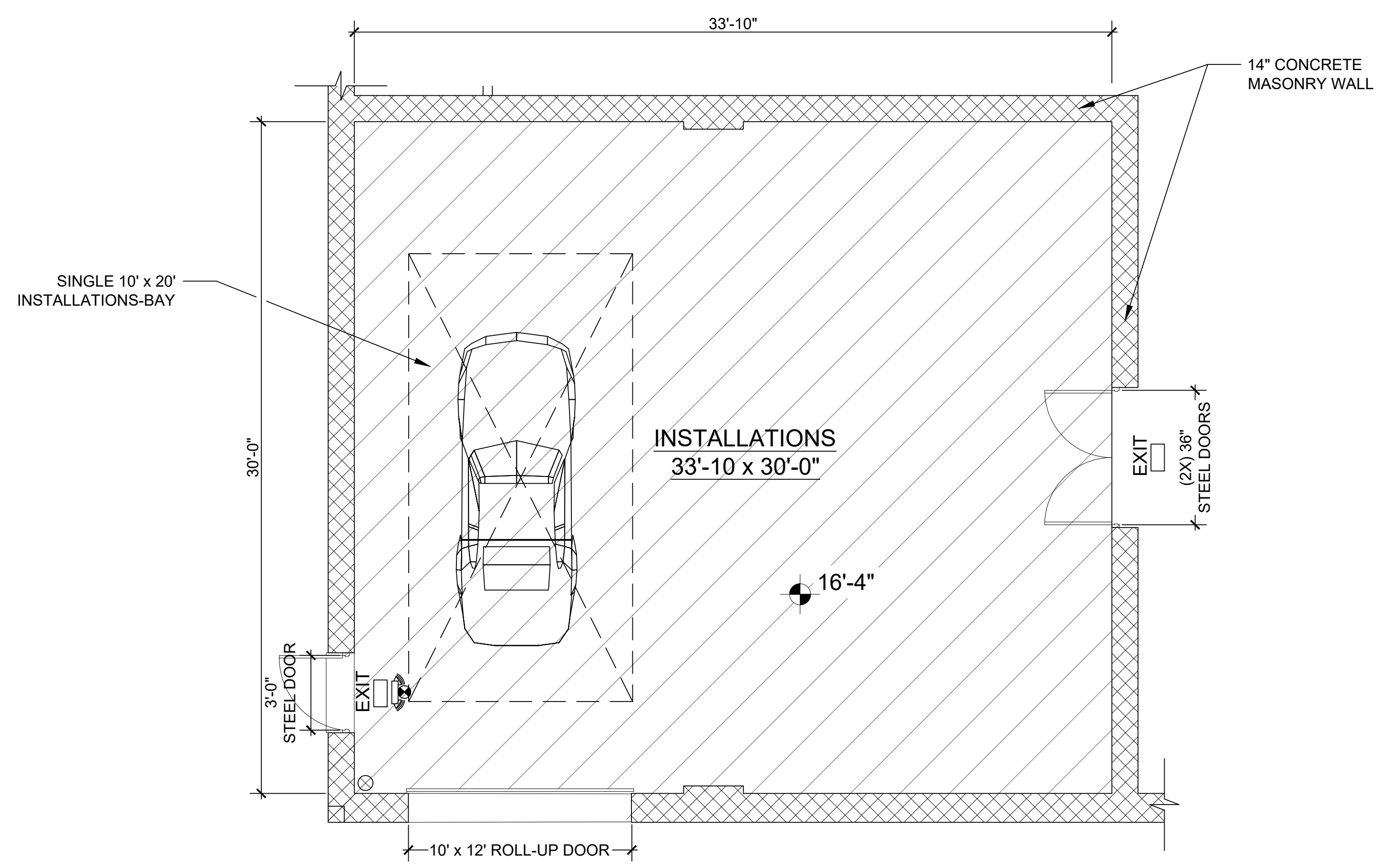
A-1

SPECIAL LAND USE APPLICATION :

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

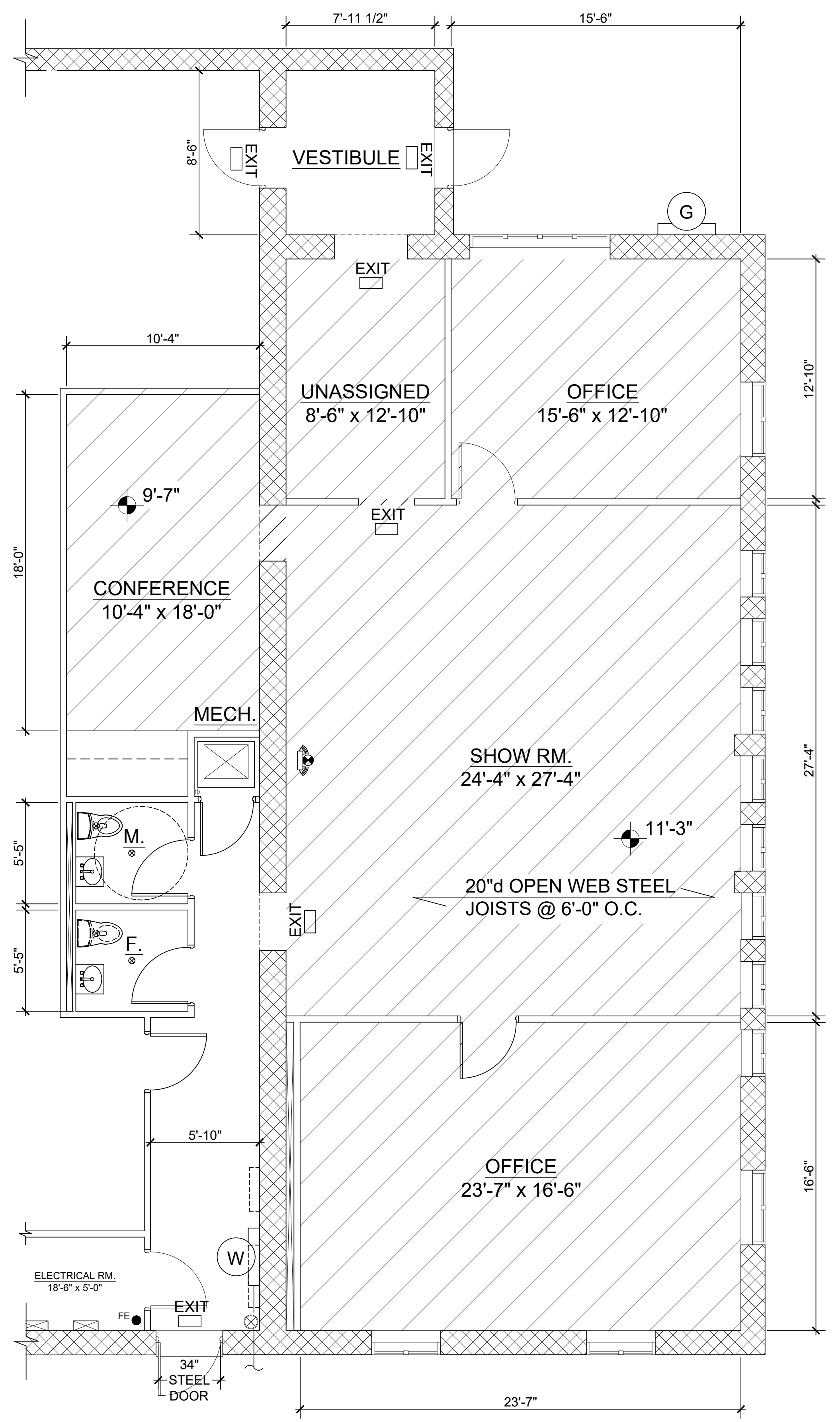
THE PURPOSE OF THE ENTERPRISE IS TO PROFITABLY PROVIDE AUTOMOBILE SECURITY, GIS/GPS, AUDIO CONSULTING, SALES & SERVICE AND TO INSTALL THESE SYSTEMS AND COMPONENTS INTO CUSTOMER VEHICLES.

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



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

INSTALLATION AREA: 1,013 Sq.Ft.



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

OFFICE USEABLE AREA: 1,574 Sq.Ft.

NOTICE OF PUBLIC HEARING

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

Case # PSP 26-02 – 27392 Park Ct.

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

Case # PSP 26-03 – 32525 Stephenson Hwy.

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

Case # PSP 26-04 – 32371 Dequindre Rd.

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

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

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

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

Section 3.17 M-1 Light Industrial District

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

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

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

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

Section 7.03 Use-Specific Standards

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

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



AGENDA ITEM SUMMARY FORM

MEETING DATE: 6/8/26

PREPARED BY: Matt Lonnerstater, AICP

AGENDA ITEM CONTENT: Special Land Use Request PSP 26-04 – 32371 Dequindre Rd. – Minor Auto Repair and Auto Sales

AGENDA ITEM SECTION: Reports

BUDGETED AMOUNT: N/A

FUNDS REQUESTED: N/A

FUND: N/A

EXECUTIVE SUMMARY:

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

City Council denied a similar Special Land Use request for a minor auto repair facility at this location at the March 9th, 2026 meeting under case PSP #26-01.

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



RECOMMENDATION:

Planning Commission Recommendation: No Recommendation. Did not find proof of a material change.

Refer to staff report, including "Planning Commission Action and Findings" on page 1 and "Template Motion, Findings and Conditions" section on page 10.



MEMORANDUM

Date: June 1st, 2026
 To: City of Madison Heights City Council (June 8th, 2026 Meeting)
 From: Matt Lonnerstater, AICP – City Planner
 Subject: Special Land Use Request PSP 26-04 – 32371 Dequindre Road – Minor Auto Repair and Auto Sales

TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 10

Introduction

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

Planning Commission Action and Findings.

Per the Zoning Ordinance adopted in 2024, Special Land Use requests begin at the Planning Commission for a public hearing, with a recommendation made to City Council for final action. A public hearing was held at the May 18th, 2026 Planning Commission meeting. No members of the public spoke regarding the application. Following the public hearing, the Planning Commission acted on the following motion pertaining to the proposed Special Land Use request:

MOTION MADE BY COMMISSIONER FOX, SECONDED BY COMMISSIONER MARSH TO DEEM THIS APPLICATION AS SUBSTANTIALLY DIFFERENT THAN THE PREVIOUS APPLICATION SUBMITTED AND THUS QUALIFYING IT FOR RECONSIDERATION BY THIS BOARD FOR THE FOLLOWING REASONS:

1. The use changed from primarily minor auto repair to now include auto sales.
2. The level of improvements to the site have changed substantially to include repairs to the parking lot as well as other site improvements.

Voting Yea: Commissioner Fox, Commissioner Graettinger, Commissioner Marsh

Voting Nay: Mayor Haines, Commissioner Fleming, Commissioner Olson

Motion fails 3-3.

Previous Action and Evidence of “Materially Changed Conditions”

The Planning Commission considered a similar Special Land Use request for a minor auto repair facility at this location at the February 17th, 2026 meeting under case PSP #26-01. The Planning Commission recommended approval of the Special Land Use, with conditions relating to landscaping, concrete details, and stormwater. Minutes from this Planning Commission meeting are contained in the meeting packet.

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

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

The new Special Land Use submittal reduces the number of auto repair bays/lifts from six (6) to four (4) and adds an auto sales showroom (with new showroom storefront windows) to the front of the building facing Dequindre. As these changes represent a departure from the previous submittal, staff administratively determined that the Special Land Use request may proceed as a new submittal under the provisions of Section 15.05.4. However, at their May 18th, 2026 meeting and public hearing, the Planning Commission’s motion to deem the application as “substantially different” failed in a tie vote. Because the Planning Commission did not find proof of materially changed conditions, they did not consider the revised application and did not make a formal recommendation to City Council.

Despite the lack of a Planning Commission recommendation, City Council may still act upon the Special Land Use case. Alternatively, City Council may remand the case back to the Planning Commission for a recommendation.

Project Details

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

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



Streetview from Dequindre Road



Site and Use History

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

It appears that the previous property owner had an unrecorded shared parking agreement with the gun range to the north which allowed gun range customers/employees to park in the rear portion of the parking lot; this is demonstrated by the parking bumper blocks that were installed along the north edge of the drive aisle and within the parking lot sometime between 2006 and 2008. The bumper blocks, which are still in place, restrict access to the rear portion of the parking lot from the subject parcel; access is only

available through the drive aisle on the gun range property. The applicant notes that this unrecorded parking agreement will not be carried forward if the proposed auto repair use is approved. The site plan indicates that the rear bumper blocks in the parking lot will be removed.

Current Location of Parking Bumper Blocks



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

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

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

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

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

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

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

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

Site Analysis

Existing Zoning and Land Use

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

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

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

There are several existing auto-related uses along this stretch of Dequindre Road, including Detroit Hot Wheel City in Madison Heights and Tek 2 Auto Repair and Ray’s Auto Sales in Warren. The property immediately to the south recently operated as a used auto sales business but has since been vacated. Per the Madison Heights Zoning Ordinance, the M-1 zoning district is “designed so as to primarily accommodate wholesale activities, warehouses, and industrial operations whose external, physical effects

are restricted to the area of the district and in no manner affects in a detrimental way any of the surrounding districts.”

Future Land Use and Master Plan

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

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

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

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

Community Character

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

Commercial & Industrial Development

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

Transportation

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

Special Land Use Criteria

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

City Council 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.

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

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

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

General Site Layout, Circulation and Parking

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

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

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

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

Landscaping

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

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

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

Exterior Lighting

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

Dumpster Enclosure

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

Use-Specific Standards

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

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal and shall incorporate the auto sales use and auto sales showroom. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required.
 - b. Replace the concrete bumper blocks along the northern property line with a permanent concrete curb.
 - c. Provide a landscape plan in accordance with minimum planting standards.
 - d. Provide a photometric plan in accordance with lighting standards.
 - e. Add the required concrete dumpster pad.
 - f. Provide details, including cross-section and plant/seed listings, of the proposed bioswale/rain garden.
 - g. Denote the parking areas to be used for vehicles for sale.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.

3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

Next Step

Any motion shall include concise findings based upon the Special Land Use review standards and criteria, Section 15.03.3. Per Section 15.05, City Council alternatively may postpone action on a Special Land Use request or remand the case back to the Planning Commission to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

Template motions are provided on the following page.

Attachments

- Special Land Use Application - PSP #26-04
- Concept Site Plan and Floor Plan– PSP #26-04
- Associated Maps
- Previously-Submitted Conceptual Plan (PSP# 26-01)
- Planning Commission Minutes: February 17th, 2026
- City Council Minutes: March 9th, 2026
- Section 3.17 – M-1, Light Industrial District
- Section 7.03.2 – Use-Specific Standards for Auto Repair and Service Facilities
- Section 7.03.3 – Use-Specific Standards for Auto Sales
- Section 15.05 – Special Land Use Review
- Draft Planning Commission minutes – May 18th, 2026

Template Motion, Findings and Conditions

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

APPROVAL

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

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility and associated auto sales showroom at 32371 Dequindre Road as permitted by Section 3.17 of the Zoning Ordinance, *M-1 Light Industrial District*
2. The Planning Commission held a public hearing for PSP 26-04 at their May 18th, 2026 meeting.
3. The proposed Minor Auto Repair and Service use is consistent with the special land use review standards and criteria set forth in Section 15.05.3. In particular:
 - a. The use is designed, located, and proposed to be operated in a way that protects the public health, safety and welfare.
 - b. The use will not involve activities that will be detrimental to adjacent industrial land uses.

- c. The use is designed and located so that it is compatible with the principal uses permitted in the M-1, Light Industrial district.
 - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With modifications required as conditions of approval, the use satisfies the use-specific standards for Major Auto Repair and Service facilities as contained in 7.03.2 and Auto Sales uses as contained in Section 7.03.3 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS

1. The Major Site Plan, when submitted, shall be substantially consistent with the concept plan approved with this Special Land Use submittal and shall incorporate the auto sales use and auto sales showroom. However, the site plan shall be modified, as needed, to denote the following:
 - a. Provide a site demolition plan, including locations of asphalt removal and replacement. Given the state of disrepair, complete milling and repaving and new stormwater quality structures may be required.
 - b. Replace the concrete bumper blocks along the northern property line with a permanent concrete curb.
 - c. Provide a landscape plan in accordance with minimum planting standards.
 - d. Provide a photometric plan in accordance with lighting standards.
 - e. Add the required concrete dumpster pad.
 - f. Provide details, including cross-section and plant/seed listings, of the proposed bioswale/rain garden.
 - g. Denote the parking areas to be used for vehicles for sale.
2. Given the adjacent industrial land uses and minimal buffer widths, the minimum perimeter parking lot landscaping requirements of Section 11.06.3 may be reduced along the northern, western and southern property lines as part of Major Site Plan review.
3. The final site plan and use shall satisfy the use-specific standards for auto repair and service facilities contained in Section 7.03.2 and attached to the staff report. The use-specific operating conditions shall be listed on the final Certificate of Occupancy.

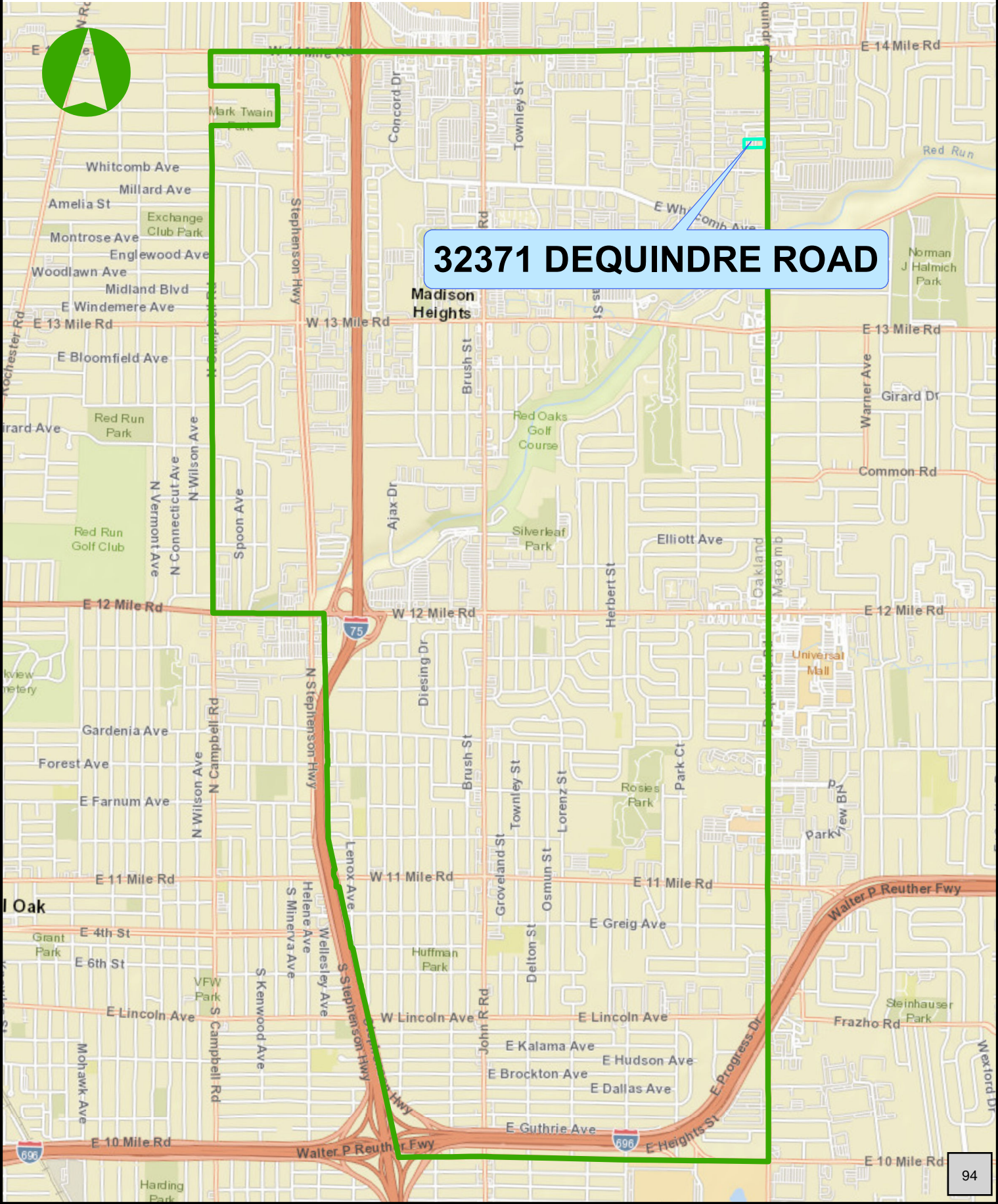
DENIAL

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

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

PSP 26-01: 32371 DEQUINDRE ROAD

Item 6.



32371 DEQUINDRE ROAD



Site Address: 32371 Dequindre Road



[Click for map](#)




Aerial



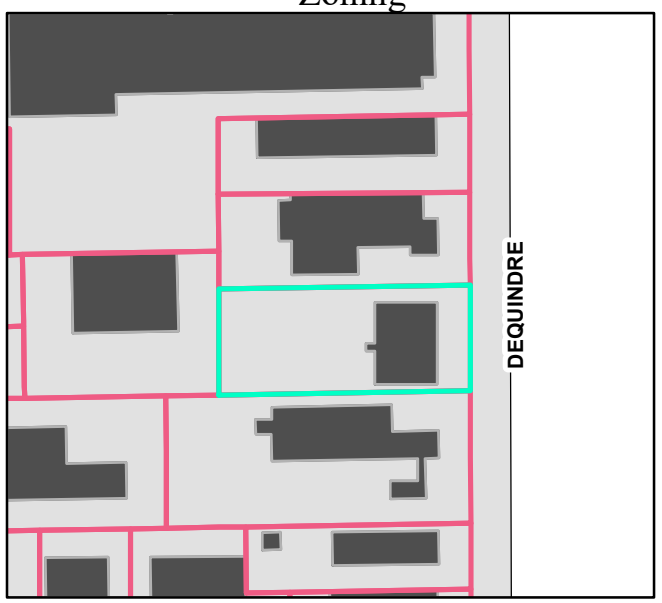
 32371 Dequindre Rd  Parcels


Existing Land Use



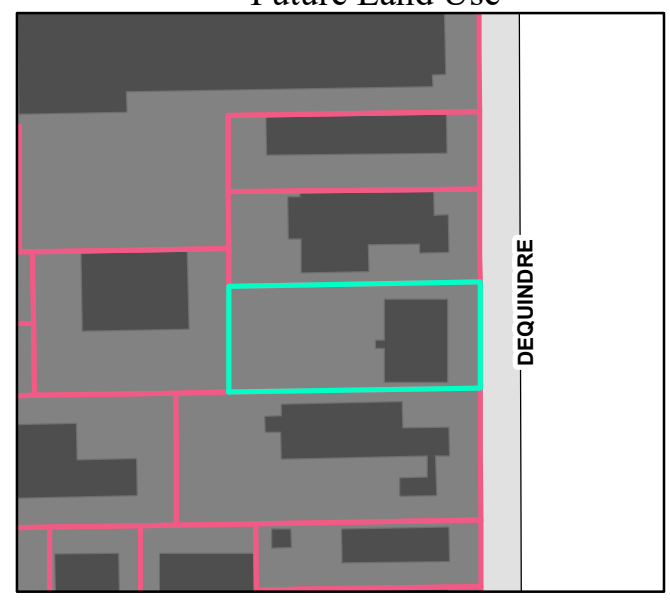
 32371 Dequindre Rd  Commercial
 Industrial



Zoning



 32371 Dequindre Rd  M-1 Light Industrial

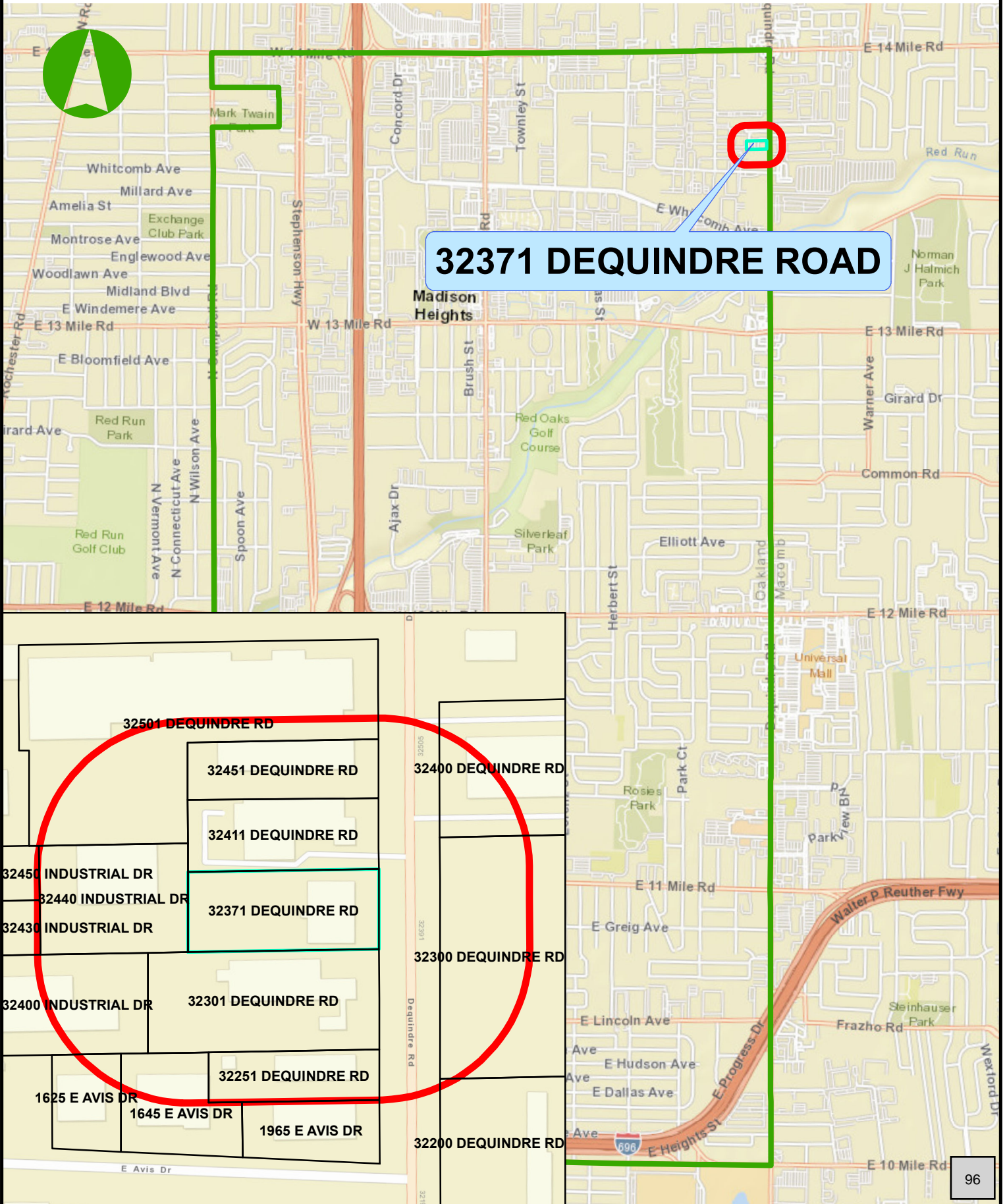
Future Land Use



 32371 Dequindre Rd  Industrial

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

Item 6.



- d. The use is designed and located so that it is compatible with the Madison Heights Master Plan and the Industrial future land use designation.
4. With conditions of approval, the use satisfies the use-specific standards for Minor Auto Repair and Service facilities as contained in 7.03.2 of the Madison Heights Zoning Ordinance and is in general compliance with site design standards contained within the Zoning Ordinance.

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS:

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

Voting Yea: Mayor Haines, Commissioner Fleming, Commissioner Fox, Commissioner Graettinger, Commissioner Marsh, Commissioner Olson

Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales

Planner Lonnerstater introduced Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales at 32371 Dequindre.

The Planning Commission considered a similar Special Land Use request for a minor auto repair facility at this location at the February 17th, 2026 meeting. Despite the Planning Commission recommending approval of the Special Land Use, with conditions relating to landscaping, concrete details, and stormwater, City Council denied the Special Land Use request for the auto repair facility by a vote of 4-3 at their meeting on March 9th.

This new request reduces the number of auto repair bays/lifts from 6 to 4 and adds an auto sales showroom with new showroom storefront windows to the front of the building facing Dequindre. Auto sales are permitted by right.

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

Commission members first discussed if this new application was substantially different and is justified reconsideration. Attorney Burns also noted that this will still move to City Council regardless if approved or denied by the Planning Commission.

Vice Chair Graettinger opened the meeting to public at 6:31 pm to discuss this item only. Seeing no members of the public wishing to speak, the public comment was closed at 6:32 pm.

PC 26.20 Special Land Use PSP 26-04 - 32371 Dequindre Road - Minor Auto Repair and Auto Sales

Motion made by Commissioner Fox, Seconded by Commissioner Marsh to deem this application as substantially different than the previous application submitted and thus qualifying it for reconsideration by this Board for the following reasons:

1. The use changed from primarily minor auto repair to now include auto sales.
2. The level of improvements to the site have changed substantially to include repairs to the parking lot as well as other site improvements.

Voting Yea: Commissioner Fox, Commissioner Graettinger, Commissioner Marsh

Voting Nay: Mayor Haines, Commissioner Fleming, Commissioner Olson

Motion fails 3-3.

MEETING OPEN TO THE PUBLIC: Items not listed on agenda

Vice Chair Graettinger opened the meeting up to the public for items not listed on the agenda at 6:38 pm. Seeing no members wishing to speak, he closed the public comment at 6:38 pm.

NEW BUSINESS

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

Planner Lonnerstater shared with the Planning Commission some early discussions he has had with Costco about potentially modifying the location of their gas pumps. Costco wanted to gather some early feedback from the Planning Commission about concerns or



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

I. APPLICANT INFORMATION

Applicant Sergio Basmajian

Applicant Address 32371 Dequindre Rd

City Madison Hts State MI ZIP 48071

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

Contact Person Sergio Basmajian

Telephone Number [Redacted] Email Address [Redacted]

II. PROPERTY INFORMATION

Property Address 32371 Dequindre Rd

Tax ID 33-1961418 Zoning District M-1

Owner Name (if different than applicant) _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____ Email Address _____

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name Dylan Masko Company Stucky Vitale

Address 27172 Woodward Ave

City Royal Oak State _____ Zip _____

Telephone Number [Redacted] Email Address [Redacted]

SPECIAL LAND USE APPLICATION

IV. PROJECT NAME

Madison Auto Sales and Repair

V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

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

Required Attachments:

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

VI. APPLICANT CERTIFICATION

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

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

VII. PROPERTY OWNER CERTIFICATION

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

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

Notary for Property Owner:

Subscribed and sworn before me, this 13 day of April, 2026.

A Notary Public in and for Oakland County, Michigan.

Notary Name (Print): Paul Brakeman

Notary Signature: [Signature]

My Commission Expires: March 30 2030

Notary Stamp

PAUL BRAKEMAN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF OAKLAND
My Commission Expires March 30, 2030
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: REVIEW STANDARDS RESPONSE FORM

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

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

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

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

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

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

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

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

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

SPECIAL LAND USE APPLICATION

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

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

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

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

MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI 48071

ARCHITECT

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

CIVIL / LANDSCAPE ENGINEER

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

PROJECT INFORMATION

PROJECT DESCRIPTION

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

APPLICABLE CODES

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

BARRIER FREE REQUIREMENTS:

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

CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION

BUSINESS: B

CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS

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

CHAPTER 6 - TYPES OF CONSTRUCTION

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

CHAPTER 9 - FIRE PROTECTION SYSTEMS

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

CHAPTER 10 - MEANS OF EGRESS

TABLE 1004.1.2 :
TOTAL OCCUPANTS:



SHEET DESIGNATION

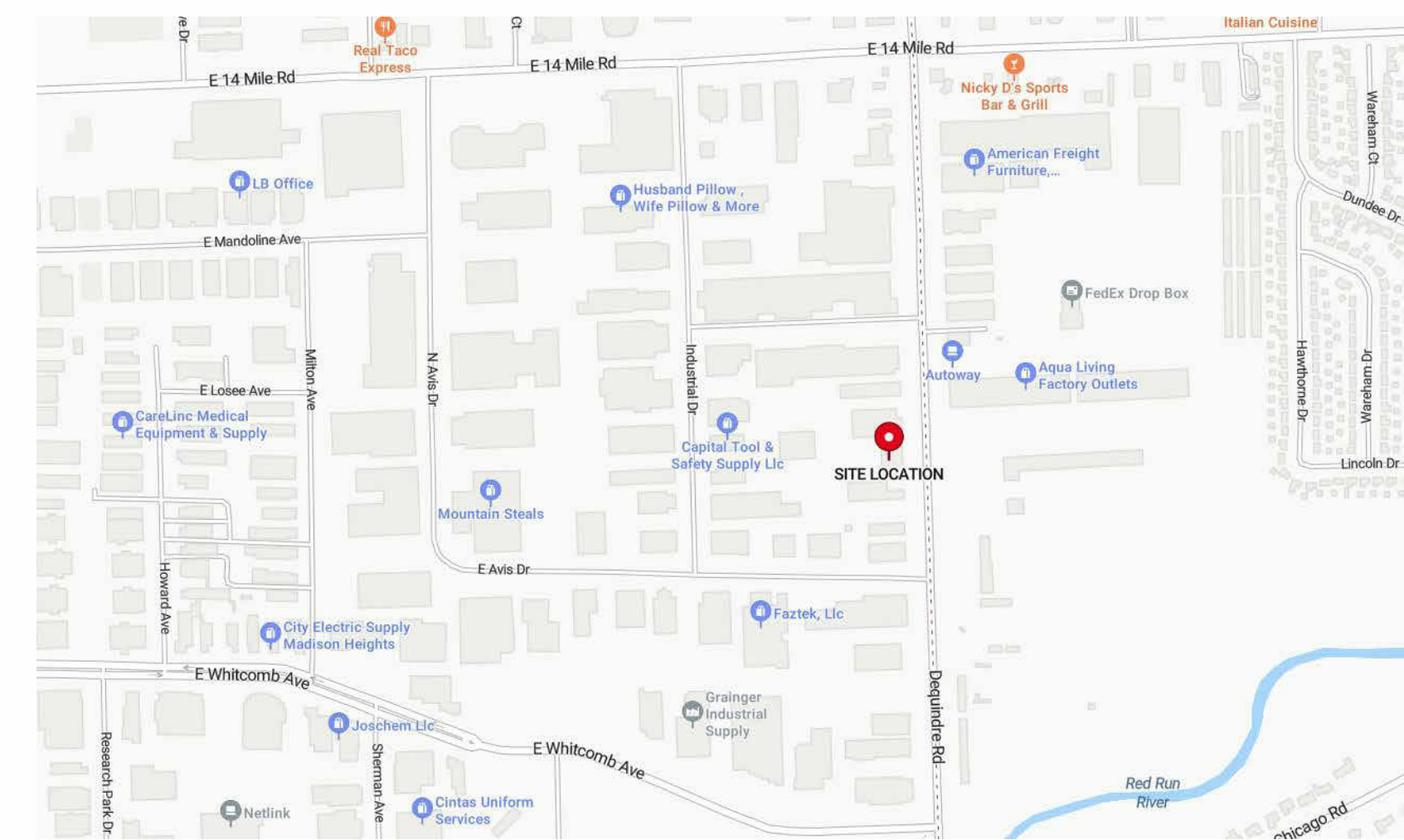
DRAWINGS ARE NUMBERED ACCORDING TO THE FOLLOWING CONVENTIONS:

A001

DISCIPLINE DESIGNATOR	DRAWING TYPE DESIGNATOR
G GENERAL	0 GENERAL, LEGENDS
LS LIFE SAFETY	1 PLANS
C CIVIL	2 REFLECTED CEILING PLANS
L LANDSCAPE	3 EXTERIOR ELEVATIONS
S STRUCTURAL	4 SECTIONS
AD ARCHITECTURAL	6 ENLARGED PLANS AND INTERIOR ELEVATIONS
A DEMOLITION	7 INTERIOR AND MILLWORK DETAILS
F FINISH INFORMATION	9 DOOR AND WINDOW SCHEDULES AND DETAILS
AE EQUIPMENT INFORMATION	
FP FIRE PROTECTION	
P PLUMBING	
M MECHANICAL	
E ELECTRICAL	
FA FIRE ALARM	

SHEET INDEX - GENERAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
G001	COVER SHEET, GENERAL INFORMATION, DRAWING INDEX	SPECIAL LAND USE	04.13.26
DRAWINGS: 1			
SHEET INDEX - ARCHITECTURAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
A001	SITE PLAN	SPECIAL LAND USE	04.13.26
A300	EXTERIOR ELEVATIONS	SPECIAL LAND USE	04.13.26
DRAWINGS: 2			

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



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

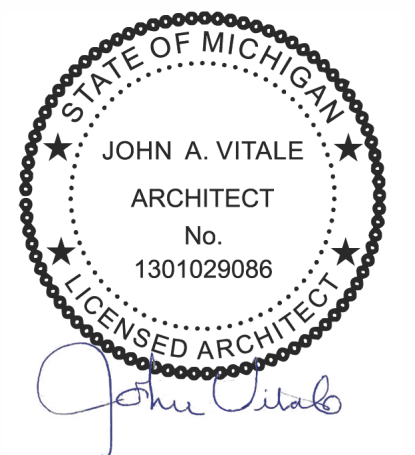


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Consultants

Seal:

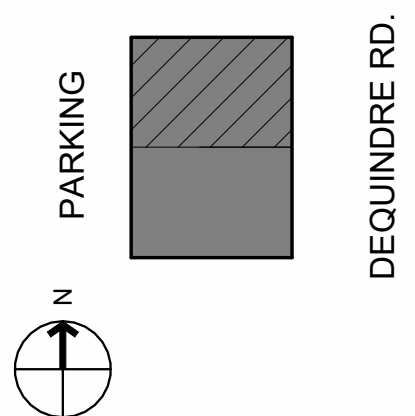


Project :

MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI
48071

Key Plan:



Issued for

SPA 09.11.24
SPECIAL LAND USE 04.13.26

Drawn by :

DCM

Checked by :

SB

Sheet Title :

COVER SHEET, GENERAL INFORMATION, DRAWING INDEX

Project No. :

2022.073

Sheet No. :

G001

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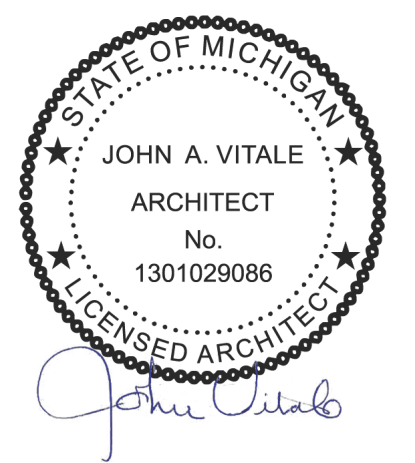


STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
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SITE INFORMATION
ADDRESS: 32251 DEQUINDRE RD
PARCEL ID NO: 25-01-226-030
PARCEL AREA: 60797 SF
ZONING: M-1 (LIGHT INDUSTRIAL)
PROPOSED USE: AUTO SALES
EXT. FLOOR AREA: 11,844 SF
MAX BUILDING HT: 40 FT (EXT. 15' - 4")
MAX LOT COVERAGE: 30% (EXT. 19.4%)
MINIMUM SETBACKS REQUIREMENTS:
FRONT: 50 FT (EXT. 50.5 FT)
REAR: 25 FT (EXT. 235.5 FT)
SIDES: 20 FT EA. SIDE (EXT. 23.8 FT & 9.1 FT)
PARKING REQUIREMENTS:
1 PER 300 SF OF USABLE FLOOR AREA PLUS 2 PER EC. SERVICE BAY
TOTAL BUILDING AREA = 11,844 SF
USABLE FLOOR AREA = 5,600 SF
TOTAL SERVICE BAYS = 4
REQUIRED PARKING SPACES: 5,600 / 300 + 2 x 4 = **27 SPACES**
PARKING SPACES PROVIDED: 69 SPACES (INCLUDING (2) BARRIER FREE SPACES & (1) VAN ACCESSIBLE SPACE
LOADING ZONE REQUIRED = 1
LOADING ZONE PROVIDED: 12' x 50FT SPACE

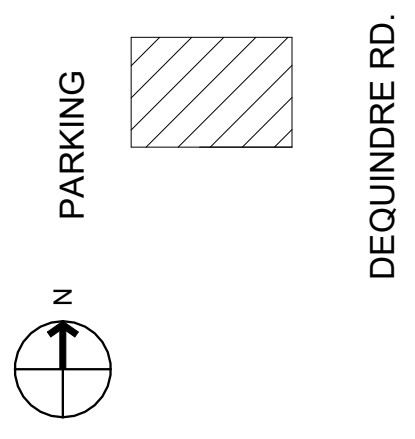
Seal:



Project :
MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI
48071

Key Plan:



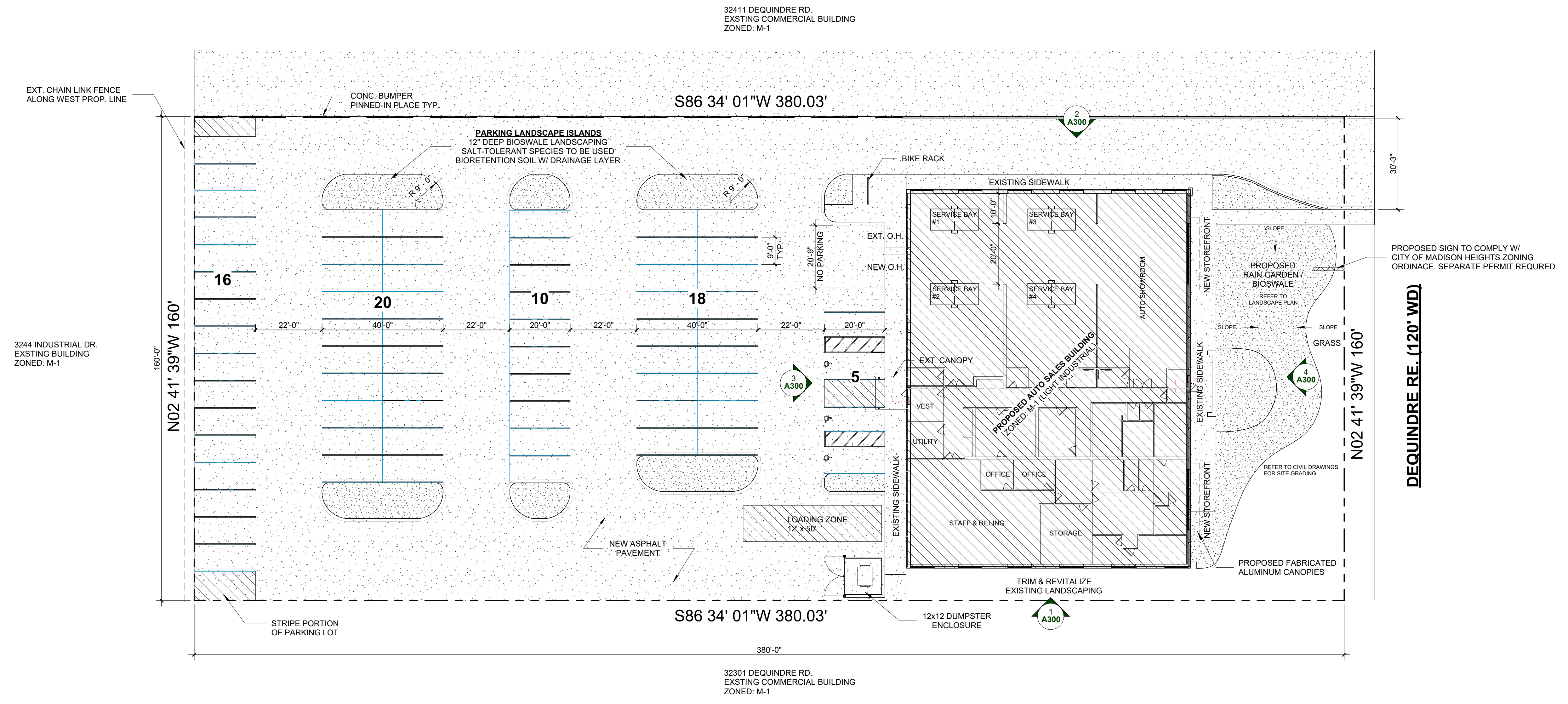
Issued for
SPECIAL LAND USE 04.13.26

Drawn by :
DCM
Checked by :
JAV
Sheet Title :
SITE PLAN

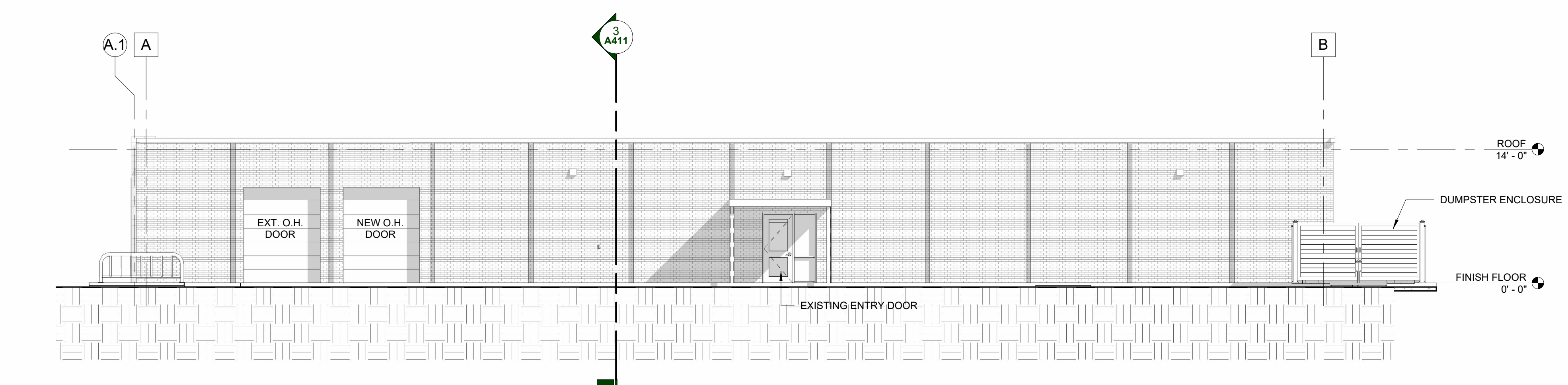
Project No. :
2022.073

Sheet No. :
A001

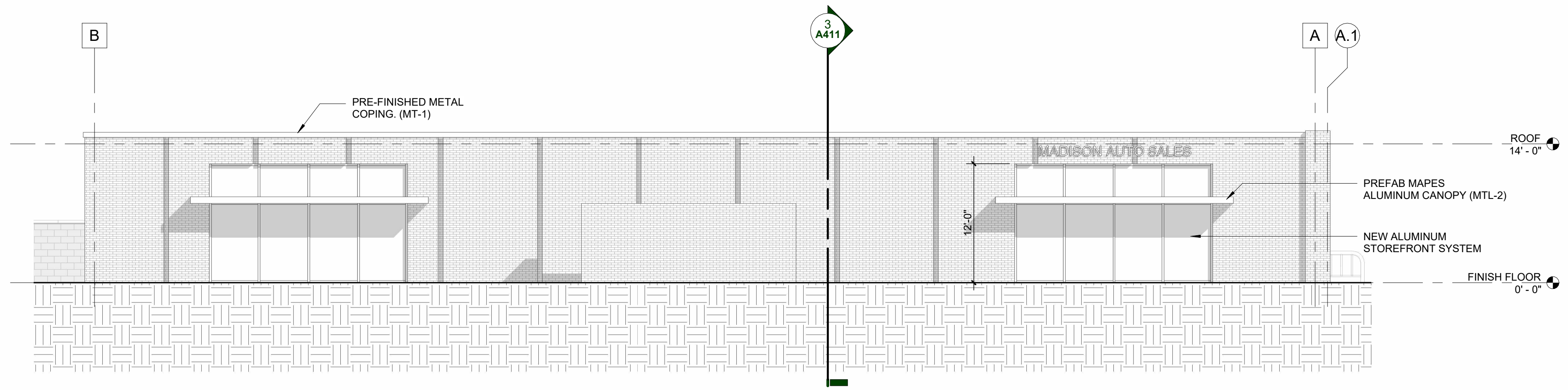
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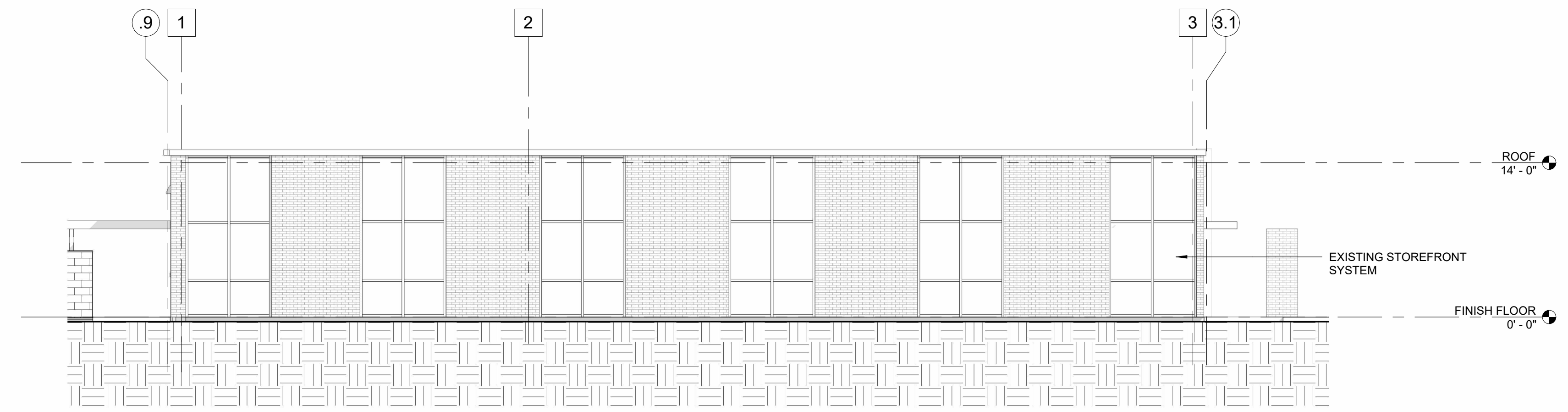
1 ARCHITECTURAL - SITE PLAN
A001 1" = 20'-0"



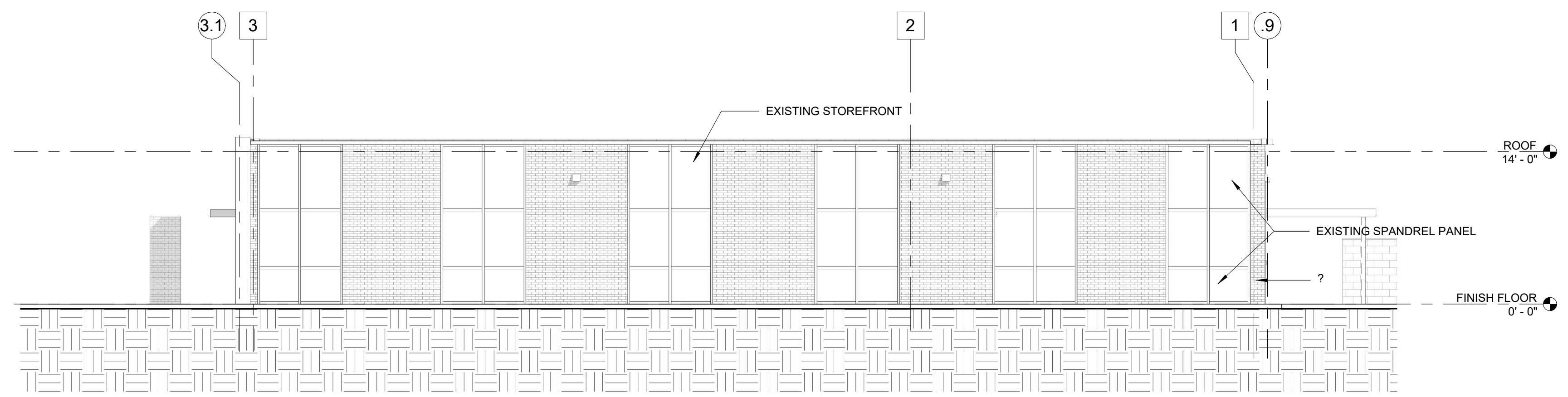
3
A300
1/8" = 1'-0"
EXISTING EXTERIOR ELEVATION - WEST



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



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



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

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

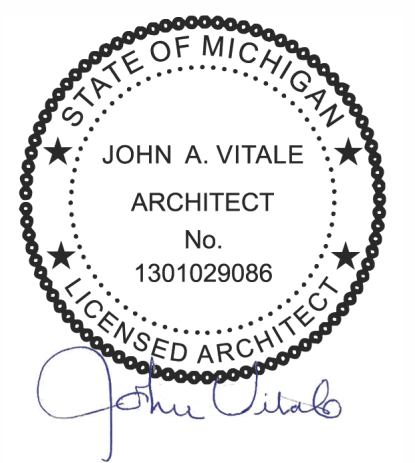


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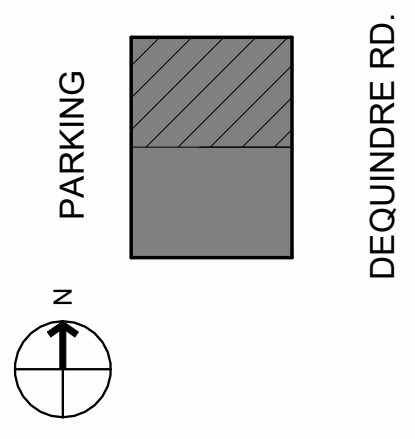
Seal:



Project :
MADISON AUTO SALES

32371 DEQUINDRE RD.
MADISON HEIGHTS, MI
48071

Key Plan:



Issued for
SPECIAL LAND USE 04.13.26

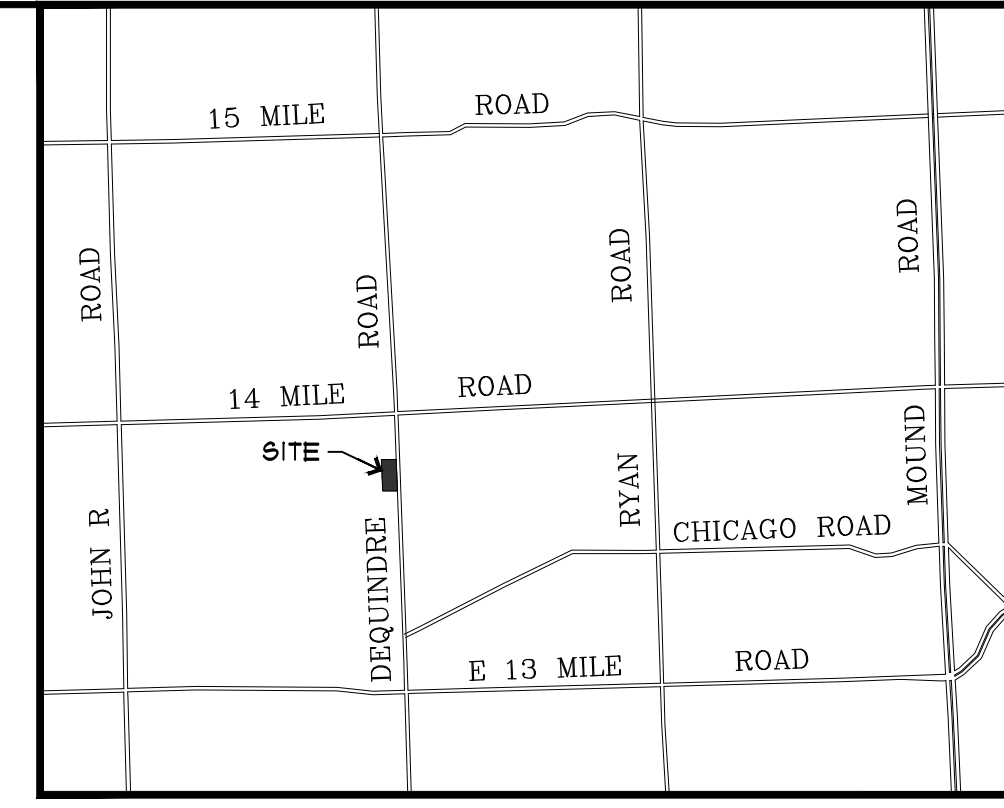
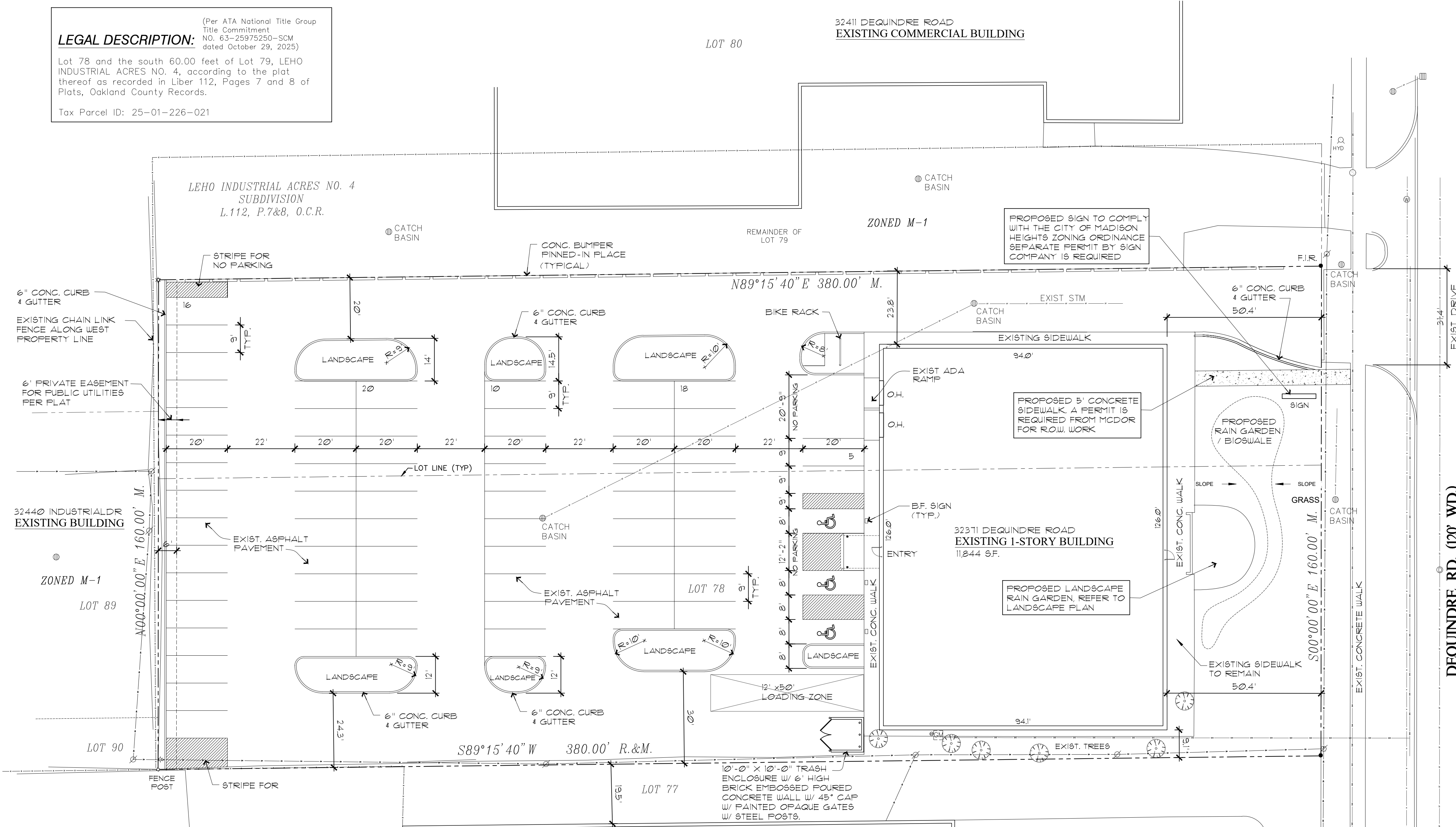
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DCM
Checked by :
JAV
Sheet Title :
EXTERIOR ELEVATIONS

Project No. :
2022.073

Sheet No. :
A300

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LEGAL DESCRIPTION:
 (Per ATA National Title Group Title Commitment NO. 63-25975250-SCM dated October 29, 2025)
 Lot 78 and the south 60.00 feet of Lot 79, LEHO INDUSTRIAL ACRES NO. 4, according to the plat thereof as recorded in Liber 112, Pages 7 and 8 of Plats, Oakland County Records.
 Tax Parcel ID: 25-01-226-021



CK CONSTRUCTION
 37525 HACKER DR
 STERLING HEIGHTS, MI 48310
 PH: (586) 707-0080
 FAX: (248) 998-3822
 E-mail: imadheriz@gmail.com
 DESIGNED BY:
Imad Potres

PROPOSED AUTO REPAIR

BUILDING CODE INFORMATION

GOVERNING CODE: (SECTION 105.1)
 MICHIGAN BUILDING CODE 201521 & CITY OF MADISON HEIGHTS ZONING ORDINANCE
 MICHIGAN BARRIER FREE - ICC/ANSI A117.1-2017
 STATE OF MICHIGAN ELECTRICAL CODE NEC-2023
 MICHIGAN MECHANICAL CODE (MMC-2021), MICHIGAN PLUMBING CODE (MPC-2021)
 INTERNATIONAL FIRE CODE - 2024 (IFC-2024)

BUILDING USE 4 OCCUPANCY CLASSIFICATION (PER CHAPT. 03)
 EXISTING USE: VACANT PROPERTY (OFFICE BUILDING), B' BUSINESS
 PROPOSED USE: AUTO REPAIR SHOP, 5-1' (STORAGE USE OCCUPANCY)
 TENANT SPACE TO COMPLY WITH SECTION 302.1

EXISTING ZONING: M-1 (LIGHT INDUSTRIAL DISTRICT)
 EXISTING BUILDING FLOOR AREA: 11,844 SF.
 EXISTING BUILDING HEIGHT: 15'-4"
 PROPOSED USE: AUTO REPAIR SERVICE SHOP W/ 6 SERVICE BAYS

SPECIAL LAND USE REQUIRED FROM CITY OF MADISON HEIGHTS PLANNING COMMISSION PER SECTION 306 OF THE ZONING ORDINANCE

SITE DATA:

EXISTING ZONING: M-1 (LIGHT INDUSTRIAL DISTRICT)
 SITE AREA: 60,800 SF. = 1.4 ACRES
 EXISTING USE: WAREHOUSE (OFFICE BUILDING)
 PROPOSED USE: AUTO REPAIR SHOP
 EXISTING BUILDING FLOOR AREA: 11,844 SF.
 EXISTING BUILDING HEIGHT: VARIES (MAX. 24'-0")
 LOT COVERAGE: 19.4%

BUILDING HEIGHT & SETBACKS: REQUIRED PROVIDED

FRONT SETBACK: (DEQUINDRE ROAD)	50'	50.5'
REAR SETBACK:	35'	235.5'
SIDE YARD SETBACK	20'	238' & 9.1'
MAXIMUM HEIGHT:	40'	15'-4"

PARKING REQUIREMENTS:
 1 PER 300 SQ. FT. OF USABLE FLOOR AREA PLUS 2 PER EACH SERVICE BAY

TOTAL BUILDING AREA = 11,844 SF.
 USABLE FLOOR AREA = 5,600 SF.
 TOTAL SERVICE BAYS = 6

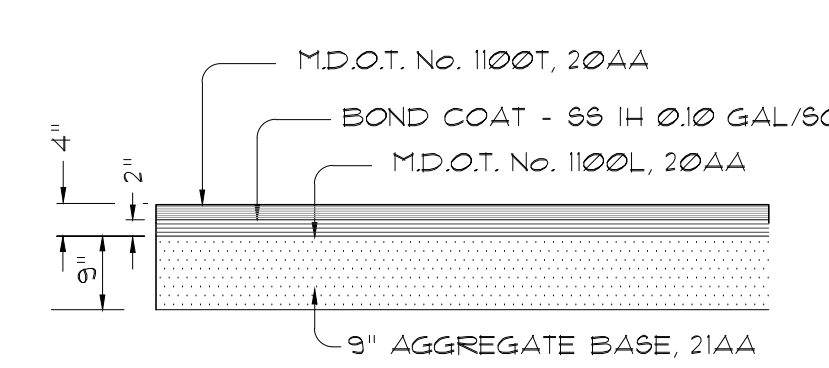
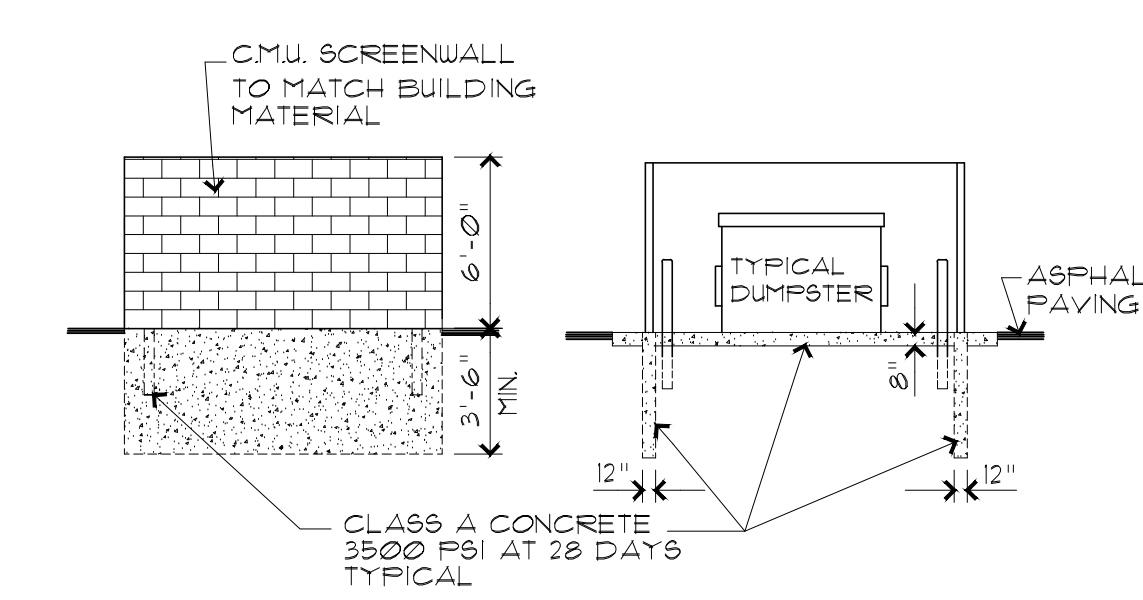
REQUIRED PARKING SPACES: 3,600 / 300 + 2 x 6 = 31 SPACES
 PARKING SPACES PROVIDED: 63 SPACES (INCLUDING (2) BARRIER FREE SPACES & (1) VAN ACCESSIBLE SPACE)
 LOADING ZONE REQUIRED = 1
 LOADING ZONE PROVIDED: 12'x50' SPACE

SITE PLAN GENERAL NOTES

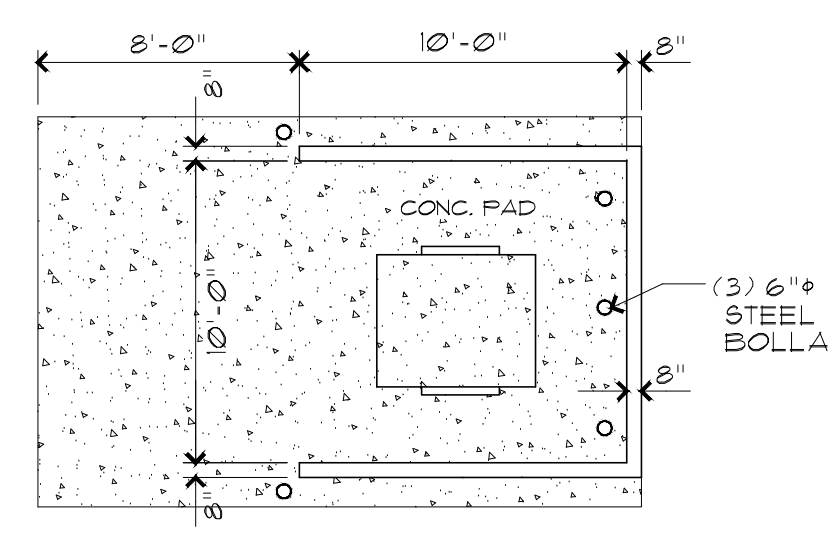
- MAINTAIN EXISTING DRIVE ON DEQUINDRE ROAD.
- ALL EXISTING AND NEW LANDSCAPE MATERIALS TO BE MAINTAINED BY OWNER OF PROPERTY. ALL LANDSCAPED AREA SHALL BE IRRIGATED.
- ALL LANDSCAPE AREAS SHALL BE AUTOMATICALLY IRRIGATED.
- ALL SITE LIGHTING AND EXTERIOR BUILDING LIGHTING SHALL NOT SHINE ON THE RIGHT OF WAY & SHALL NOT ENCROACH UPON ADJUTING PROPERTIES. THE LIGHT POLES SHALL BE NO HIGHER THAN 20 FT. ALL GLARE SHALL BE ELIMINATED FROM ALL LIGHT FIXTURES.
- ALL STORM SEWER & DRAIN SYSTEM ON SITE ARE EXISTING AND TO BE MAINTAINED BY OWNER. NO ADDITIONAL SITE DISCHARGE IS PROPOSED.
- OPEN STORAGE OF MATERIALS SHALL NOT BE PERMITTED ON SITE.
- MAINTAIN EXISTING CONCRETE BUMPERS ON NORTH PROPERTY LINE. PROVIDE NEW CONCRETE BUMPERS FINNED-IN PLACE AS INDICATED TO CLOSE THE ACCESS BETWEEN THE EXISTING PROPERTY AND THE PROPERTY TO THE NORTH.
- RE-STRIPE PARKING PER THE PROPOSED SITE PLAN.
- SAWCUT ASPHALT PAVEMENT FOR NEW LANDSCAPE ISLANDS AS INDICATED. PATCH AND REPAIR ADJACENT AREA AS REQUIRED. GRADING TO MATCH EXISTING.
- CONSTRUCT NEW 10'-0" x 10'-0" TRASH ENCLOSURE W/ 6" HIGH BRICK EMBOSSED POURED CONCRETE WALL W/ 45' CAP W/ PAINTED OPAQUE GATES W/ STEEL POSTS.
- PROPOSED RAIN GARDEN / BIOSWALE PER THE CITY OF MADISON HEIGHTS ZONING ORDINANCE. REFER TO LANDSCAPE PLAN, SHEET LP-1.
- PROVIDE BIKE RACK TO COMPLY W/ CITY OF MADISON HEIGHTS ZONING ORDINANCE.
- EACH SUBCONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE CLEANUP OF DEBRIS AND CUTTING MATERIALS DAILY.

PROPOSED SITE PLAN
 SCALE 1" = 20'

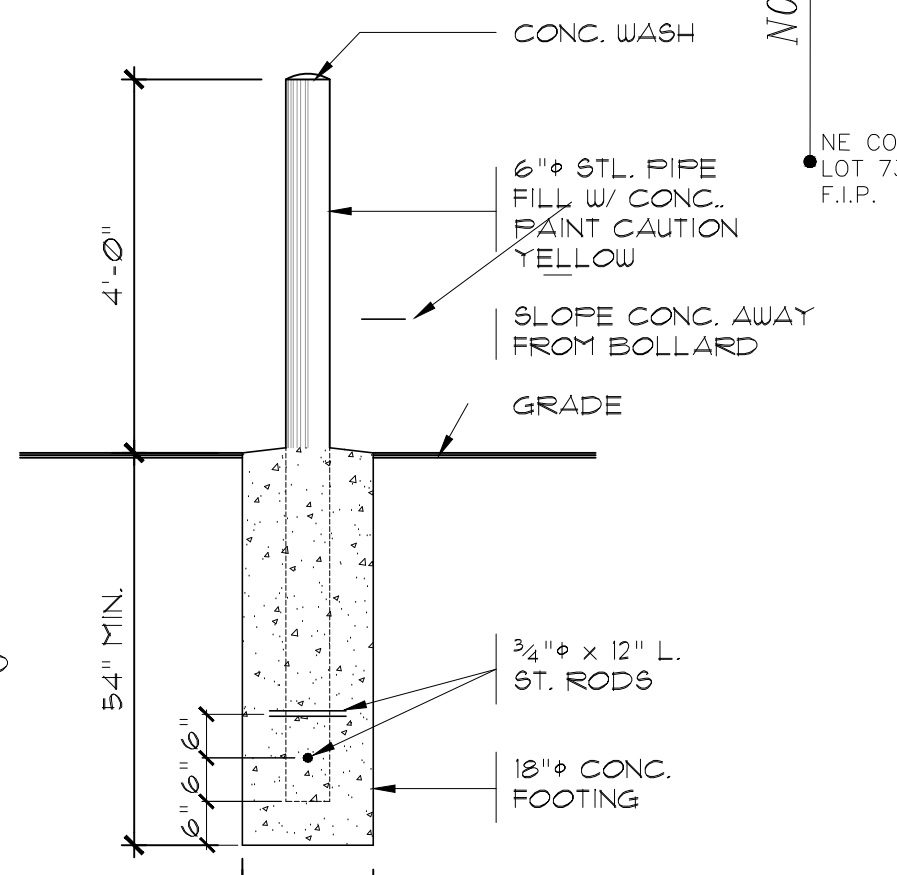
SITE PLAN REVIEW NOTES:
 1- PROPERTY OWNER TO FIX/REPAIR EXISTING ASPHALT PAVEMENT WHERE REQUIRED.
 2- NO NEW ACCESS AGREEMENT BETWEEN THE PROPERTY OWNER AND ADJACENT PROPERTY IS PROPOSED AT THIS TIME. ENTIRE PARKING LOT TO BE USED BY THE AUTO REPAIR BUSINESS



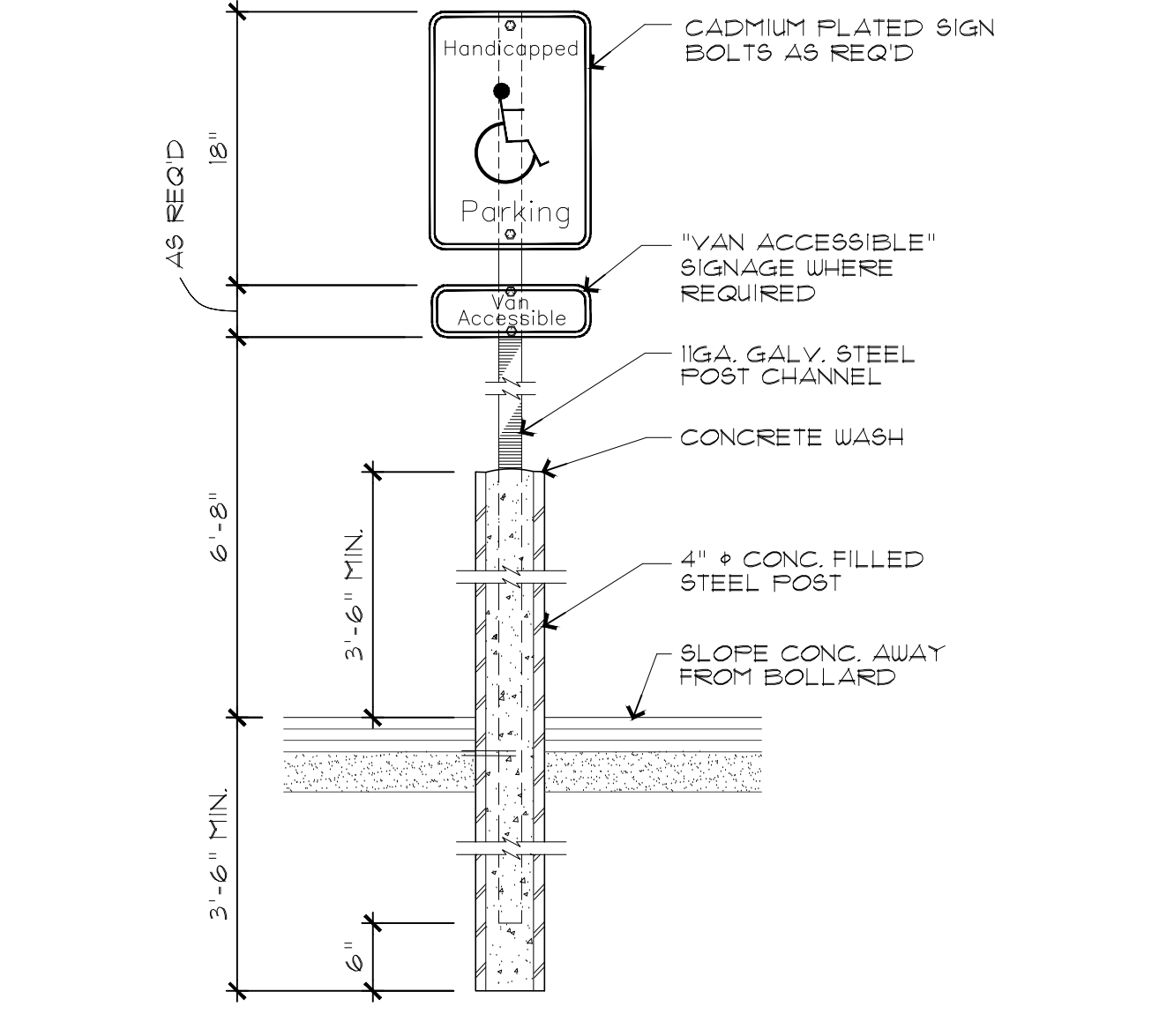
4" ASPHALT PAVING DETAIL
 SCALE: NONE



DUMPSTER ENCLOSURE DETAILS
 SCALE: NONE



BOLLARD DETAIL
 NO SCALE



BARRIER FREE PARKING SIGN
 SCALE: NONE

REVISIONS:

1-	SITE PLAN	12/30/25
2-		
3-		
4-		
5-		
6-		
7-		

PROPOSED AUTO REPAIR
 32371 DEQUINDRE ROAD
 MADISON HEIGHTS, MI 48071

SEAL / SIGNATURE

DATE:

SITE PLAN

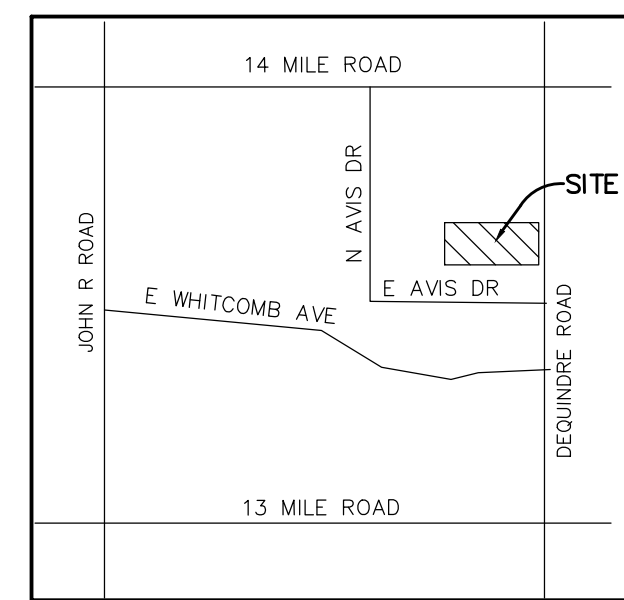
DRAWING TITLE: **SITE PLAN**

FILE NAME: **AUTO REPAIR**

PROJECT NO.: **025-11**

DRAWN BY: **IMAD**
 CHECKED BY: **IMAD**
 DATE: **11/29/2025**

SHEET NO:
SP-1



LOCATION MAP NOT TO SCALE

LEGEND:

- R. RECORD
- M. MEASURED
- F.I.R. FOUND IRON ROD
- F.I.P. FOUND IRON PIPE
- F.I.P. FOUND IRON PIPE
- 12D 12" DECIDUOUS TREE
- 4C 4" CONIFER TREE
- SAN. SEWER MANHOLE
- STORM SEWER MANHOLE
- CATCH BASIN
- CLEAN OUT
- UTILITY POLE
- GUY WIRE
- LIGHT POLE
- WATER VALVE
- FIRE HYDRANT
- GAS METER
- GATE VALVE & WELL
- FENCE LINE
- OVERHEAD UTILITY LINES
- STORM SEWER LINE
- WATER LINE
- SANITARY SEWER LINE
- GAS LINE

SITE INFORMATION:

- ADDRESS: 32251 DEQUINDRE ROAD
- PARCEL ID NO: 25-01-226-030
- ZONING: M-1 (LIGHT INDUSTRIAL)
- AREA OF PARCEL: 60797 S.F.
- MAXIMUM LOT COVERAGE: 30%
- MAXIMUM BUILDING HEIGHT: 40 FEET
- MINIMUM SETBACKS:
 - FRONT: 50.0 FEET
 - REAR: 25.0 FEET
 - SIDE: 20 FEET EACH SIDE

NOTE: ZONING INFORMATION ARE FROM CITY OF MADISON HEIGHTS WEB SITE, PLEASE VERIFY INFORMATION WITH CITY ZONING DEPARTMENT PRIOR TO DESIGN WORK.

BENCHMARK DATA, NAVD-88 DATUM:

- BENCHMARK #1
ARROW ON HYDRANT WEST SIDE OF N. DEQUINDRE ROAD IN FRONT OF BUILDING #32411.
ELEVATION 631.65
- BENCHMARK #2
SET PK NAIL IN EAST FACE OF UTILITY POLE WEST SIDE OF DEQUINDRE ROAD BY PROPERTY SOUTHEAST CORNER.
ELEVATION 630.19
- BENCHMARK #3
NORTHEAST BOLT ON LIGHT POLE BY PROPERTY SOUTHWEST CORNER.
ELEVATION 633.36
- BENCHMARK #4
NORTHEAST BOLT ON LIGHT POLE BY PROPERTY NORTHWEST CORNER.
ELEVATION 633.66

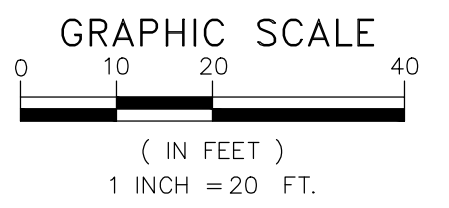
LEGAL DESCRIPTION:

Lot 78 and the south 60.00 feet of Lot 79, LEHO INDUSTRIAL ACRES NO. 4, according to the plat thereof as recorded in Liber 112, Pages 7 and 8 of Plats, Oakland County Records.

Tax Parcel ID: 25-01-226-021

SURVEYOR'S CERTIFICATION

I HEREBY STATE THAT I HAVE SURVEYED THE LAND HEREIN DESCRIBED AND THAT THIS MAP REPRESENT THE RESULTS OF THE SURVEY.



AYMAN TAMIMI, PS NO. 4001055485

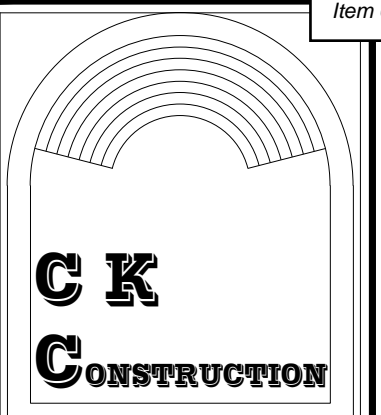
NOTE: DEBRIS, OVER-GROWN WEEDS AND STORED MATERIALS IN BOTH SIDES OF THE FENCED AREA MADE HARD TO DETERMINE THE EXACT EDGE OF ASPHALT AND CONCRETE.

UTILITY NOTE: ALL WATER MAIN, STORM SEWER, SANITARY SEWER AND PUBLIC LIGHTING UTILITIES AS SHOWN HEREON ARE TAKEN FROM THE BEST AVAILABLE RECORDS AS DISCLOSED BY THE VARIOUS UTILITY COMPANIES AND/OR MUNICIPALITIES. NO GUARANTEE CAN BE GIVEN BY US AS TO THE ACCURACY OR COMPLETENESS THEREOF.

MISS DIG TICKET: 2025112000429-000

BOUNDARY AND TOPOGRAPHIC SURVEY 32371 DEQUINDRE ROAD, MADISON HEIGHTS, MI. 48071

LAND SPECIALISTS LAND SURVEYORS & ENGINEERS 14084 LAKESIDE BLVD. N. SCALE: 1"=20' FOR: STEVE SAKA DATE: 11-23-2025



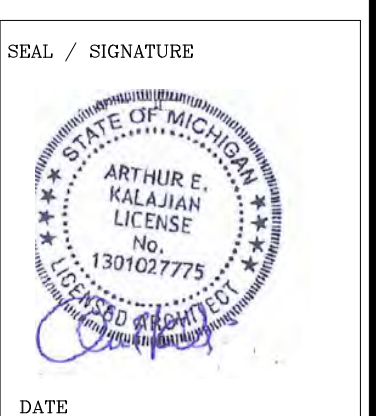
37525 HACKER DR
STERLING HEIGHTS, MI 48310
PH: (586) 707-0880
FAX: (248) 398-3822
E-mail: imad@ckm.com

DESIGNED BY:
Imad Potres

REVISIONS:

1-	SITE PLAN	12/30/25
2-		
3-		
4-		
5-		
6-		
7-		

PROPOSED AUTO REPAIR
32371 DEQUINDRE ROAD
MADISON HEIGHTS, MI 48071

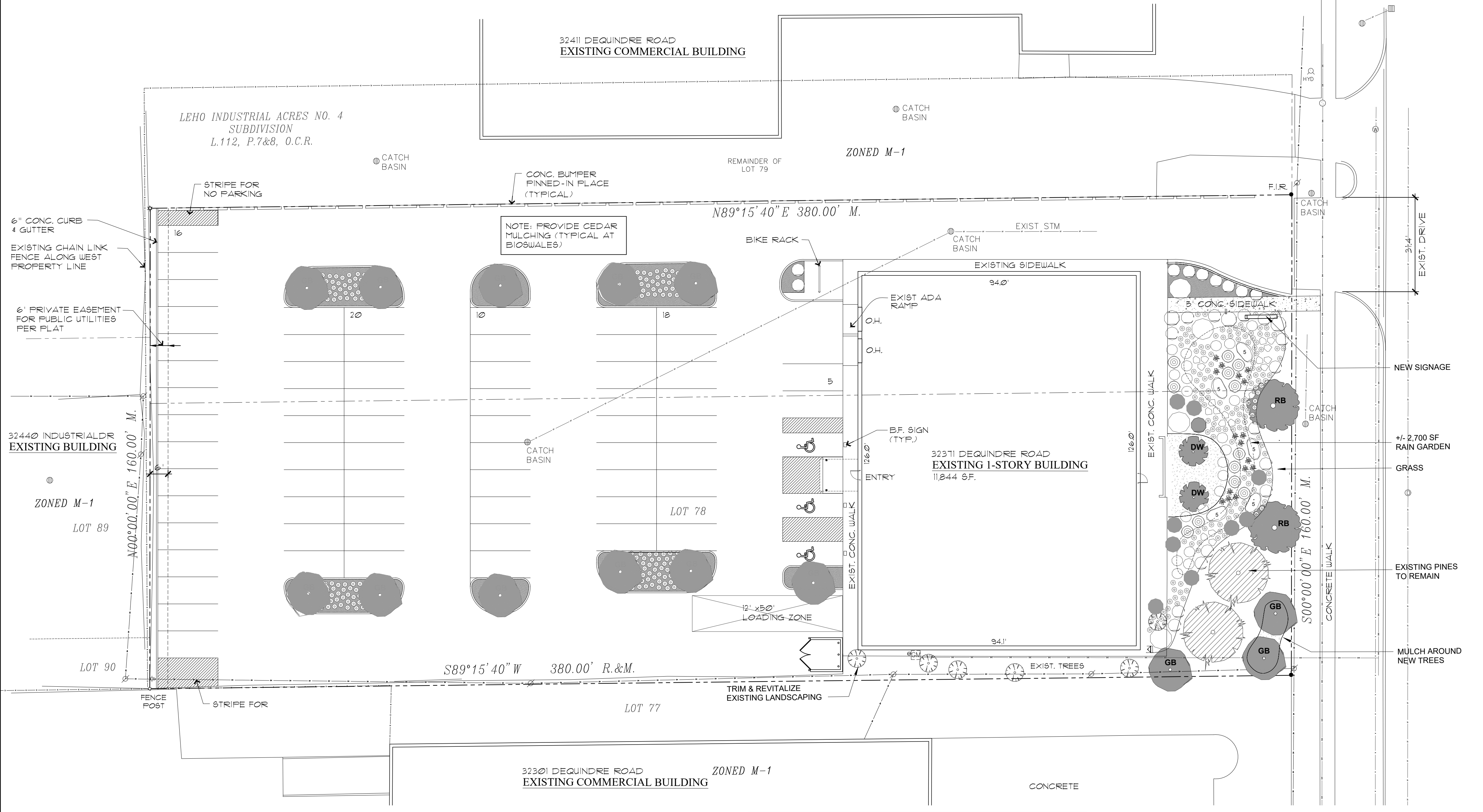


DATE: _____

FILE NAME: AUTO REPAIR
PROJECT NO.: 025-11

DRAWN BY: IMAD
CHECKED BY: IMAD
DATE: 11/29/2025

SHEET NO.:
LP-1



GENERAL LANDSCAPING NOTES

- LANDSCAPE CONTRACTOR SHALL VISIT THE SITE, INSPECT EXISTING CONDITIONS, REVIEW PROPOSED PLANTING AND RELATED WORK, CONTACT OWNER AND/OR LANDSCAPE ARCHITECT WITH ANY CONCERNS OR DISCREPANCY BETWEEN THE PLAN, PLANT MATERIAL LIST, AND/OR SITE CONDITIONS.
- PRIOR TO BEGINNING OF CONSTRUCTION ON ANY WORK, CONTRACTORS SHALL VERIFY LOCATIONS OF ALL ON SITE UTILITIES: GAS, ELECTRIC, TELEPHONE, CABLE TO BE LOCATED BY CONTACTING MISS DIG 1-800-482-7171. ANY DAMAGE OR INTERRUPTION OF SERVICES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. COORDINATE ALL RELATED WORK ACTIVITIES WITH OTHER TRADES AND REPORT ANY UNACCEPTABLE JOB CONDITIONS TO OWNER PRIOR TO COMMENCING.
- ALL CONSTRUCTION AND PLANT MATERIAL LOCATION TO BE ADJUSTED ON SITE IF NECESSARY.
- ALL SUBSTITUTIONS OR DEVIATIONS FROM THE LANDSCAPE PLAN MUST BE APPROVED BY MADISON HEIGHTS AND DESIGNER.
- ALL LARGE TREES AND EVERGREENS TO BE STAKED, GUYED AND WRAPPED AS DETAIL SHOWN ON PLAN.
- PLANT BEDS TO BE DRESSED WITH MIN. 4" OF FINELY DOUBLE SHREDDED HARDBARK MULCH.
- DIG SHRUB PITS 1FT LARGER THAN SHRUB ROOT BALLS AND TREE PITS 2FT LARGER THAN ROOT BALL. BACK FILL WITH ONE PART TOP SOIL AND ONE PART SOIL FROM EXCAVATED PLANTING HOLE.
- NATURAL COLOR, FINELY SHREDDED HARDWOOD BARK MULCH REQUIRED FOR ALL PLANTINGS.
- REMOVE ALL TWINE, WIRE AND BURLAP FROM TREE AND SHRUB EARTH BALLS, AND FROM TREE TRUNKS. 4IN THICK BARK MULCH FOR TREES IN 4FT DIA. CIRCLE WITH 3IN PULLED AWAY FROM TRUNK. 4IN THICK BARK MULCH FOR SHRUBS AND 4IN THICK BARK MULCH FOR PERENNIALS.
- PLANT MATERIAL QUALITY & INSTALLATION SHALL BE IN ACCORDANCE WITH THE CURRENT AMERICAN ASSOCIATION OF NURSERYMEN LANDSCAPE STANDARDS.
- PROVIDE PEAT SOD FOR ALL NEW AND DISTURBED LAWN AREAS UNLESS NOTED OTHERWISE.
- ALL PLANTING AREAS TO BE PREPARED WITH APPROPRIATE SOIL MIXTURES AND FERTILIZER BEFORE PLANT INSTALLATION.
- PLANT TREES AND SHRUBS GENERALLY NO CLOSER THEN THE FOLLOWING DISTANCES FROM SIDEWALKS, CURBS AND PARKING STALLS:
 - A. SHADE TREES _____ 5FT
 - B. ORNAMENTAL AND EVERGREEN TREES _____ 10FT
 - C. SHRUBS THAT ARE LESS THAN 1FT TALL _____ 2FT
 - D. _____
- NO TREES OR EVERGREENS TO BE INSTALLED OVER ANY PROPOSED OR EXISTING UTILITY LINES AS SHOWN ON THE OVERALL LANDSCAPE PLAN. SEE ENGINEERING PLANS FOR LOCATION AND DETAILS.
- ALL TREE PITS TO BE TESTED FOR PROPER DRAINAGE PRIOR TO TREE PLANTING. PROVIDE APPROPRIATE DRAINAGE SYSTEM AS REQUIRED IF THE TREE PIT DOES NOT DRAIN SUFFICIENTLY.
- ALL NEW PARKING ISLANDS AND LANDSCAPE BEDS ADJACENT AND NEXT TO BUILDINGS SHALL BE EXCAVATED OF ALL BUILDING MATERIALS AND POOR SOILS A MIN. OF 18" DEPTH. BACK FILL WITH GOOD, MEDIUM TEXTURED PLANTING SOILS. ADD A MIN. 4IN OF TOPSOIL OVERFILL TO FINISH GRADE. PROVIDE POSITIVE DRAINAGE.
- WATERING OF ALL PLANTS AND TREES TO BE PROVIDED IMMEDIATELY AND MULCHING WITHIN 24 HOURS AFTER INSTALLATION.

PLANTING LANDSCAPE NOTES:

INTERIOR LANDSCAPING PLANTING REQUIREMENTS TO BE PROVIDED ALONG PARKING LOT

ASIDE FROM THE STORM WATER RETENTION VEGETATION, EXISTING NON-INVASIVE TREES TO BE SAVED TO BE HARMONIOUS WITH THE SITE.

A BIKE RACK IS TO BE INSTALLED IN THE REAR OF THE BUILDING IN A DESIGNATED AREA.

ALL LANDSCAPING TO COMPLY WITH ZONING ORDINANCE AND WILL BE SPECIFIED IN FILL PERMIT DOCUMENTS

LAWN AREA:
ALL LAWN AREAS DESIGNATED TO BE SEEDED, SHALL BE HYDROSEED WITH LOW-GROW LAWN SEE MIX, AT A RATE OF 5LB / 1,000 SF. IN AREAS SUBJECT TO EROSION, SEEDED LAWN SHALL BE FURTHER STABILIZED WHERE NECESSARY WITH BIODEGRADABLE EROSION BLANKET AND STAKED UNTIL ESTABLISHED.

SEED AVAILABLE FROM: NATIVESCAPES, LLC
MIX IS COMPRISED OF:

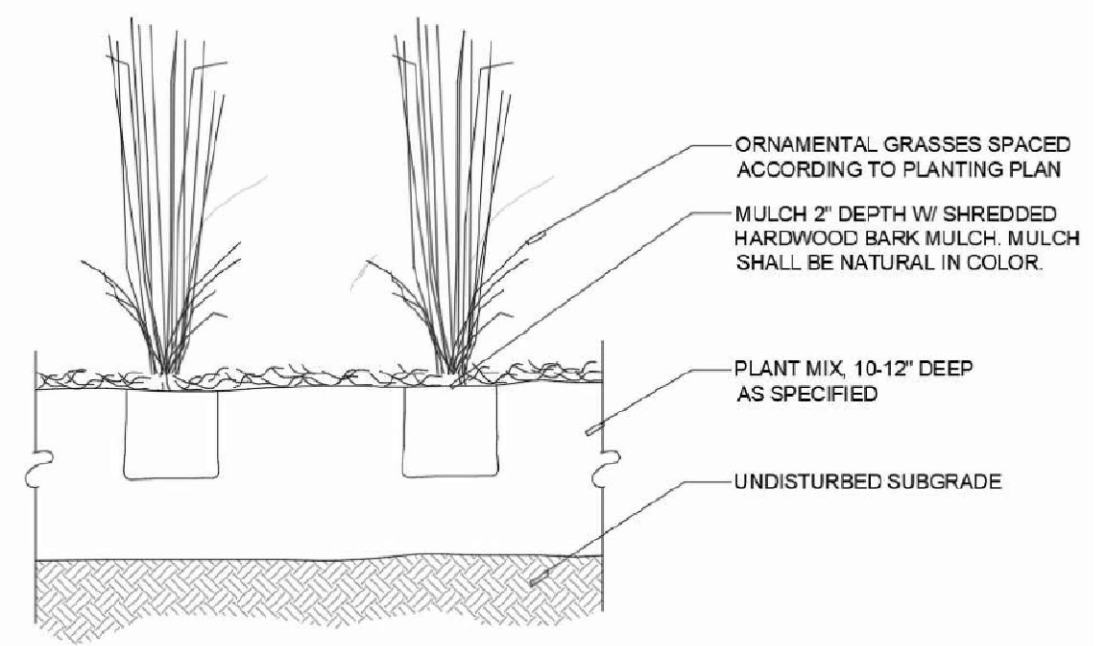
- 22.8% PENN LAWN RED RESCUE
- 22.5% CREEPING RED FESCUE
- 21.7% CHEWINGS FESCUE
- 11.8% VICTORY II CHEWINGS FESCUE
- 9.8% SPARTAN HEAD FESCUE
- 9.9% AZAY SHEEPS FESCUE

LANDSCAPING CALCULATIONS:
PER CITY OF MADISON HEIGHTS ZONING ORDINANCE ARTICLE 11

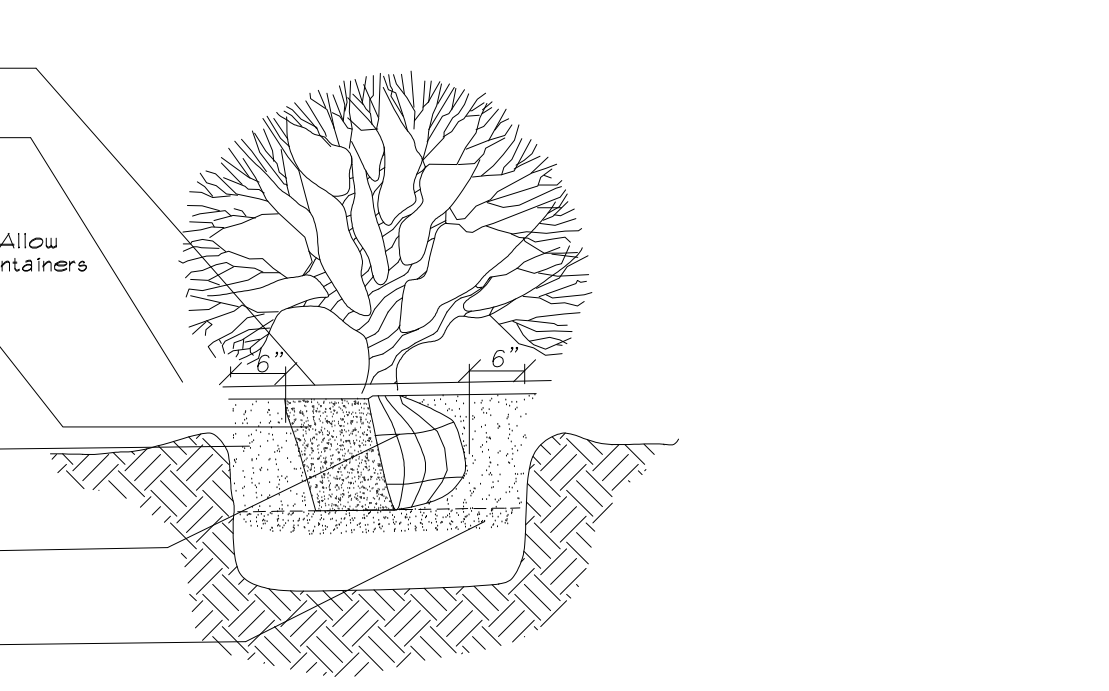
FRONTAGE LANDSCAPING:		
PER SECTION 11.06	REQUIRED	PROPOSED
- DECIDUOUS OR EVERGREEN TREE	= 140 LF OF ROAD FRONTAGE	= 130 LF / 40' = 4 TREES
- ORNAMENTAL TREE (FLOWERING)	= 1/100 LF OF ROAD FRONTAGE	= 130 LF / 100' = 2 TREES
- SHRUBS	= 1/5 LF OF ROAD FRONTAGE	= 130 LF / 5' = 26 SHRUBS
PARKING LOT LANDSCAPING:		
PER SECTION 11.06	REQUIRED LANDSCAPING	= 2,132 SF
- DECIDUOUS CANOPY TREES	= 1 / 100SF of required parking lot landscaping area	= 3
INTERIOR LANDSCAPING:		
MIN INTERIOR LANDSCAPING AREA	= 5% of total impervious area	
- BUILDING AREA	= 12,050 SF	
- PARKING + DRIVE	= 37,845 SF	
- SIDEWALKS	= 2,360 SF	
	= 52,064 SF	
	= (52,064 SF) / 0.05 = 2,082,560 SF	
- DECIDUOUS TREES	= 1 + 1400 SF of required interior landscaping area.	= 1 + 7 = 8 TREES
- SHRUBS	= 2 + 2400 SF of required interior landscaping area.	= 2 + 14 = 16 SHRUBS

PLANT LEGEND

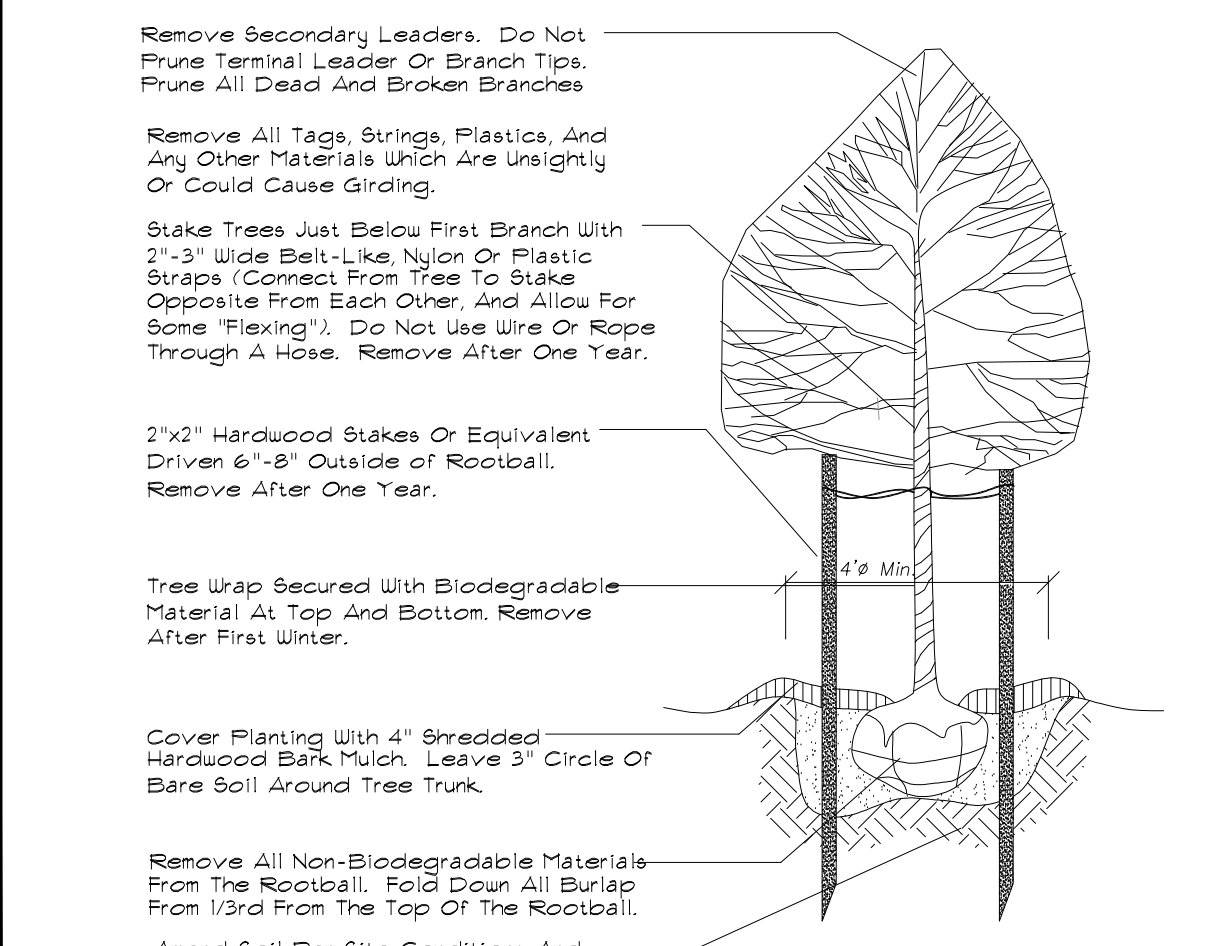
KEY	QTY.	BOTANICAL NAME	SIZE:	NOTES:
(Symbol)	13	Forsythia 'Happy Centennial'	HEIGHT: 2'-3' SPREAD: 3'-5'	
(Symbol)	23	Betula x platifolia 'Dwarf Birch - Cesky Gok'	HEIGHT: 2'-4' SPREAD: 18'-3'	
(Symbol)	12	Cornus sericea 'Farrow' 'Arctic Fire Red Dogwood'	HEIGHT: 3'-4' SPREAD: 3'-4'	
(Symbol)	5	Diervilla lonicera 'Bush Honeysuckle'	HEIGHT: 2'-3' SPREAD: 2'-4'	
(Symbol)	16	Asclepias incarnata 'Swamp Milkweed'	HEIGHT: 3'-4' SPREAD: 2'-3'	
(Symbol)	5	Iris versicolor 'Blue Flag Iris'	HEIGHT: 2'-2.5' SPREAD: 2'-2.5'	Clusters of 5 plants
(Symbol)	--	Carex vulpinoidea 'Fox Sedge'	HEIGHT: 1'-3' SPREAD: 6'-2'	Grid planting - infill throughout low basin of bioswale
(Symbol)	--	Eragrostis spectabilis 'Purple Love Grass'	HEIGHT: 1'-2' SPREAD: 1'-2'	Grid planting - infill along high banks of bioswale
(Symbol)	16	Panicum virgatum 'Switchgrass'	HEIGHT: 3'-6' SPREAD: 2'-3'	
(Symbol)	18	Rudbeckia fulgida 'Black-Eyed Susan'	HEIGHT: 2'-3' SPREAD: 2'-2.5'	
RB	2	Betula nigra 'River Birch'	HEIGHT: 40'-70' SPREAD: 40'-60'	
GB	11	Ginkgo biloba	HEIGHT: 50'-80' SPREAD: 30'-40'	
DW	3	Cornus alternifolia 'Pagoda Dogwood'	HEIGHT: 15'-25' SPREAD: 20'-32'	Ornamental Tree



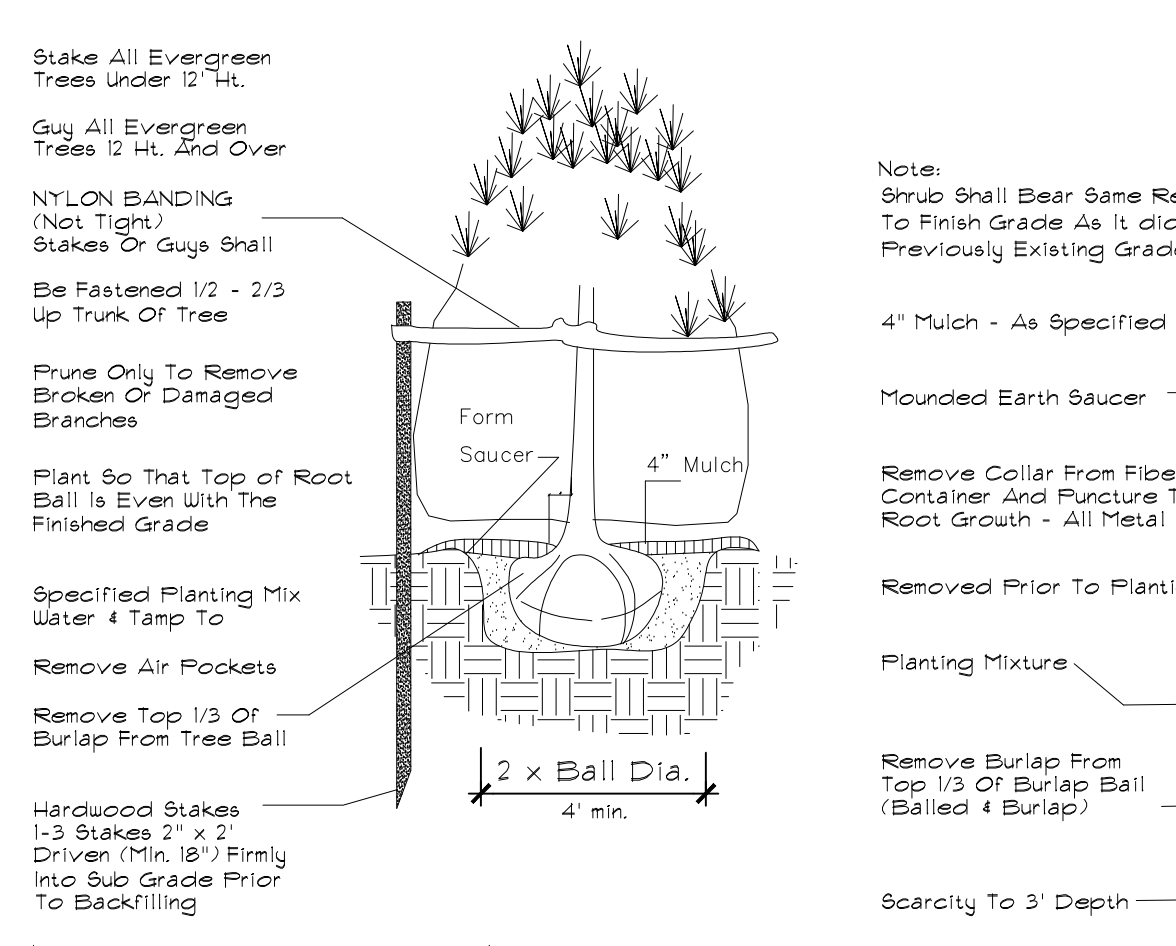
Grass Planting Detail
SCALE: NONE



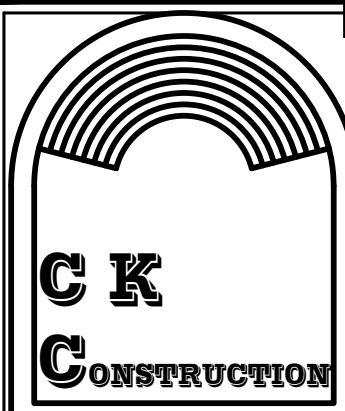
Shrub Planting Detail
SCALE: NONE



Tree Planting Detail
SCALE: NONE



Evergreen Tree Planting Detail
SCALE: NONE



37525 HACKER DR
STERLING HEIGHTS, MI 48310
PH: (584) 707-0980
FAX: (248) 298-3822
E-mail: inadherniz@gmail.com

DESIGNED BY:
Imad Potres

REVISIONS:

1-	SITE PLAN	01/11/26
2-		
3-		
4-		
5-		
6-		
7-		

PROPOSED AUTO REPAIR
32371 DEQUINDRE ROAD
MADISON HEIGHTS, MI 48071

REAL / SIGNATURE



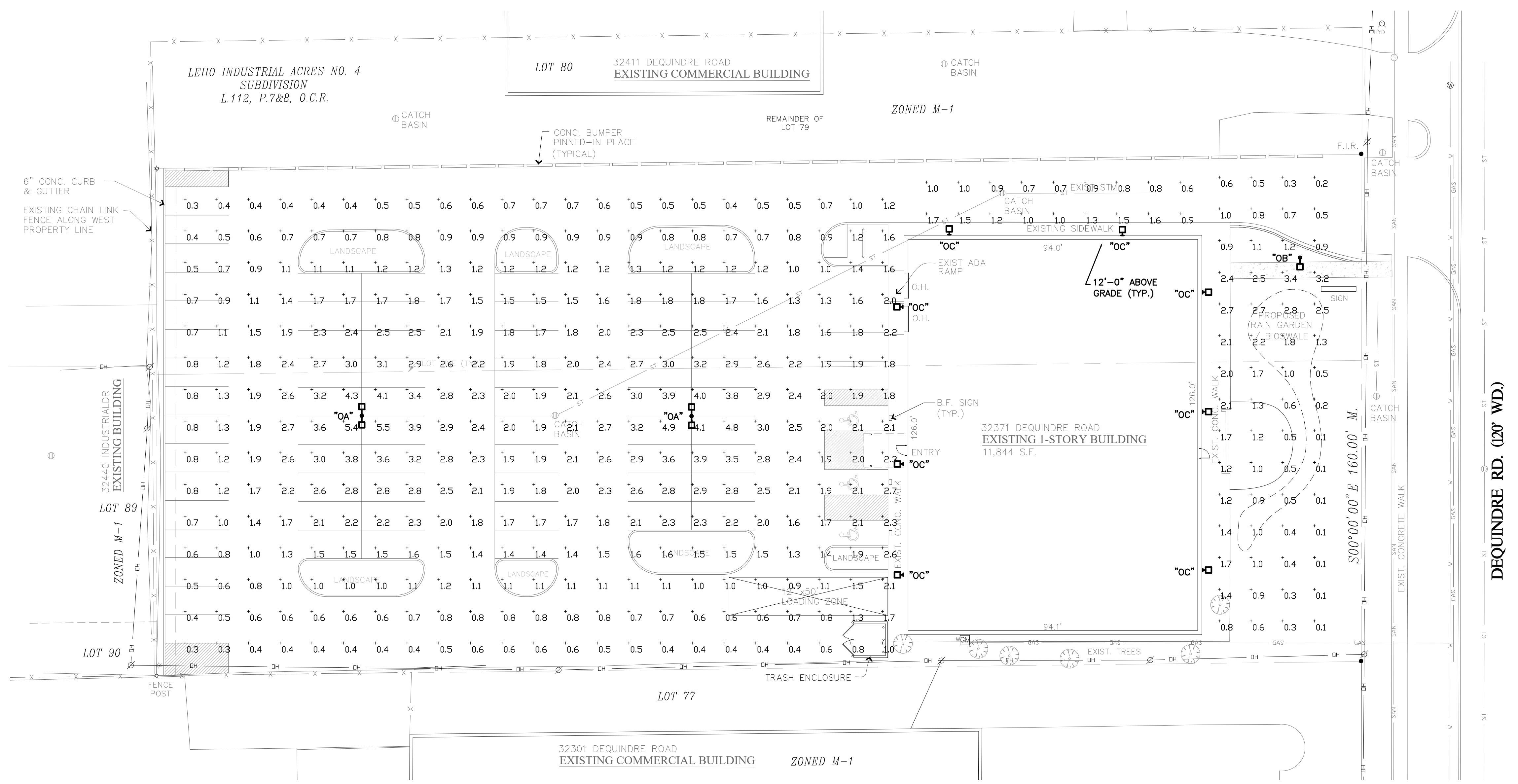
DATE

DRAWING TITLE:
SITE PLAN - LIGHTING PHOTOMETRIC
PROJECT NO.: 025-11
FILE NAME: AUTO REPAIR

DRAWN BY: S.D.
CHECKED BY: S.D.
DATE: 01/11/26

SHEET NO:

ES-1



SITE PLAN-LIGHTING PHOTOMETRIC

SCALE 1" = 20'

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
BEHIND BUILDING	+	1.1 fc	3.4 fc	0.1 fc	34.0:1	11.0:1
NORTH SIDE OF BUILDING	+	1.1 fc	1.7 fc	0.6 fc	2.8:1	1.8:1
PARKING LOT & SITE	+	1.6 fc	5.5 fc	0.3 fc	18.3:1	5.3:1

Schedule									
Symbol	Label	QTY	Catalog Number	Description	Lamp	Number Lamps	Lumens per Lamp	LLF	Wattage
+	"OA"	2	DSX0 LED P6 50K T5V-MVOLT	DSX0 LED P6 50K T5V MVOLT	LED	2	16675	0.89	268
+	"OB"	1	DSX0 LED P1 50K T4M-MVOLT	DSX0 LED P1 50K T4M MVOLT	LED	1	4670	0.89	38
+	"OC"	8	WDGE2 LED P2 50K 80CRI T3M	WDGE2 LED WITH P2 - PERFORMANCE PACKAGE, 5000K, 80CRI, TYPE 3 MEDIUM OPTIC	LED	1	2038	0.89	18.9

ELECTRICAL SHEET INDEX	
SHEET NUMBER	DESCRIPTION
ES-1	SITE PLAN - LIGHTING PHOTOMETRICS
ES-2	LIGHTING CUT SHEETS



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DESIGNED BY:
Imad Potres

REVISIONS:

1-	SITE PLAN	01/11/26
2-		
3-		
4-		
5-		
6-		
7-		

PROPOSED AUTO REPAIR
32371 DEQUINDE ROAD
MADISON HEIGHTS, MI 48071

REAL / SIGNATURE
STATE OF MICHIGAN
ARTHUR E. KALAJIAN
LICENSE
No. 1301027775
LITHONIA LIGHTING, INC.

DATE

DRAWING TITLE:
LIGHTING CUT SHEETS
PROJECT NO.: 025-11
FILE NAME: AUTO REPAIR

DRAWN BY: S.D.
CHECKED BY: S.D.
DATE: 01/11/26

SHEET NO:
ES-2

WDGE2 LED Architectural Wall Sconce Visual Comfort Optic

Specifications
Depth (D1): 7"
Depth (D2): 1.5"
Height: 9"
Width: 11.5"
Weight: 13.5 lbs (without options)

Introduction
The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean, rectangular design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing a true site-wide solution. Embedded with nLight® AIR wireless controls, the WDGE family provides additional energy savings and code compliance.

WDGE2 delivers up to 6,000 lumens with a soft, non-pixelated light source, creating a visually comfortable environment. When combined with multiple integrated emergency battery backup options, including an 18W cold temperature option, the WDGE2 becomes the ideal wall-mounted lighting solution for pedestrian scale applications in any environment.

WDGE LED Family Overview

Luminaire	Optic	Standard DALI, 0-10V	Cold DM, 20°C	Series	Approximate Lumens (6000K, 80CRI)							
					P0	P1	P2	P3	P4	P5	P6	
WDGE1 LED	Visual Comfort	4W	18W	Standalone / at light	750	1,200	2,000	---	---	---	---	---
WDGE2 LED	Visual Comfort	10W	18W	Standalone / at light	1,200	2,000	3,000	4,500	6,000	---	---	
WDGE3 LED	Precision Refractive	15W	18W	Standalone / at light	6,000	7,500	8,500	10,000	12,000	---	---	
WDGE4 LED	Precision Refractive	15W	18W	Standalone / at light	---	12,000	16,000	18,000	20,000	22,000	25,000	

Ordering Information

EXAMPLE: WDGE2 LED P3 40K 80CRI VF 18VOLT SRM DDBXD

Series	Package	Color Temperature	EMI	Distribution	Voltage	Mounting	Shipped Included	Shipped Separately
WDGE2 LED	P1	P1SW	27K / 2700K	80CRI	VF	Visual Comfort Forward Throw	SRM	Surface-mounting bracket
	P2	P2SW	30K / 3000K	90CRI	VF	Visual Comfort Side	AW5	3-1/8" Architectural wall spacer
	P3	P3SW	35K / 3500K	90CRI	VF	Visual Comfort Side	KW	Surface-mounted box (see spec, left, right or on entry, (see when these fit on junction box available)
	P6	P6SW	50K / 5000K	90CRI	VF	Visual Comfort Side	PBW	Surface-mounted box (see spec, left, right or on entry, (see when these fit on junction box available)

LITHONIA LIGHTING COMMERCIAL OUTDOOR One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-765-SEV (378) • www.lithonia.com
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D-Series Size 0 LED Area Luminaire

Specifications
EPA: 0.95 ft (0.29m)
Length: 26" (661mm)
Width: 13" (330mm)
Height: 7" (178mm)
Weight (max): 16 lbs (7.2kg)

Capable Luminaire
This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and system-level interoperability.

- All configurations of this luminaire meet the Acuity Brands' specification for chromatic consistency
- This luminaire is A+ Certified when ordered with DTL controls marked by a shaded background. DTL, DLL equipped luminaires meet the A+ specification for luminaire to photocontrol interoperability!
- This luminaire is part of an A+ Certified solution for ROAM® or XPoint™ Wireless control networks, providing out-of-the-box control compatibility with simple commissioning, when ordered with drivers and control options marked by a shaded background

To learn more about A+, visit www.acuitybrands.com/aplus.

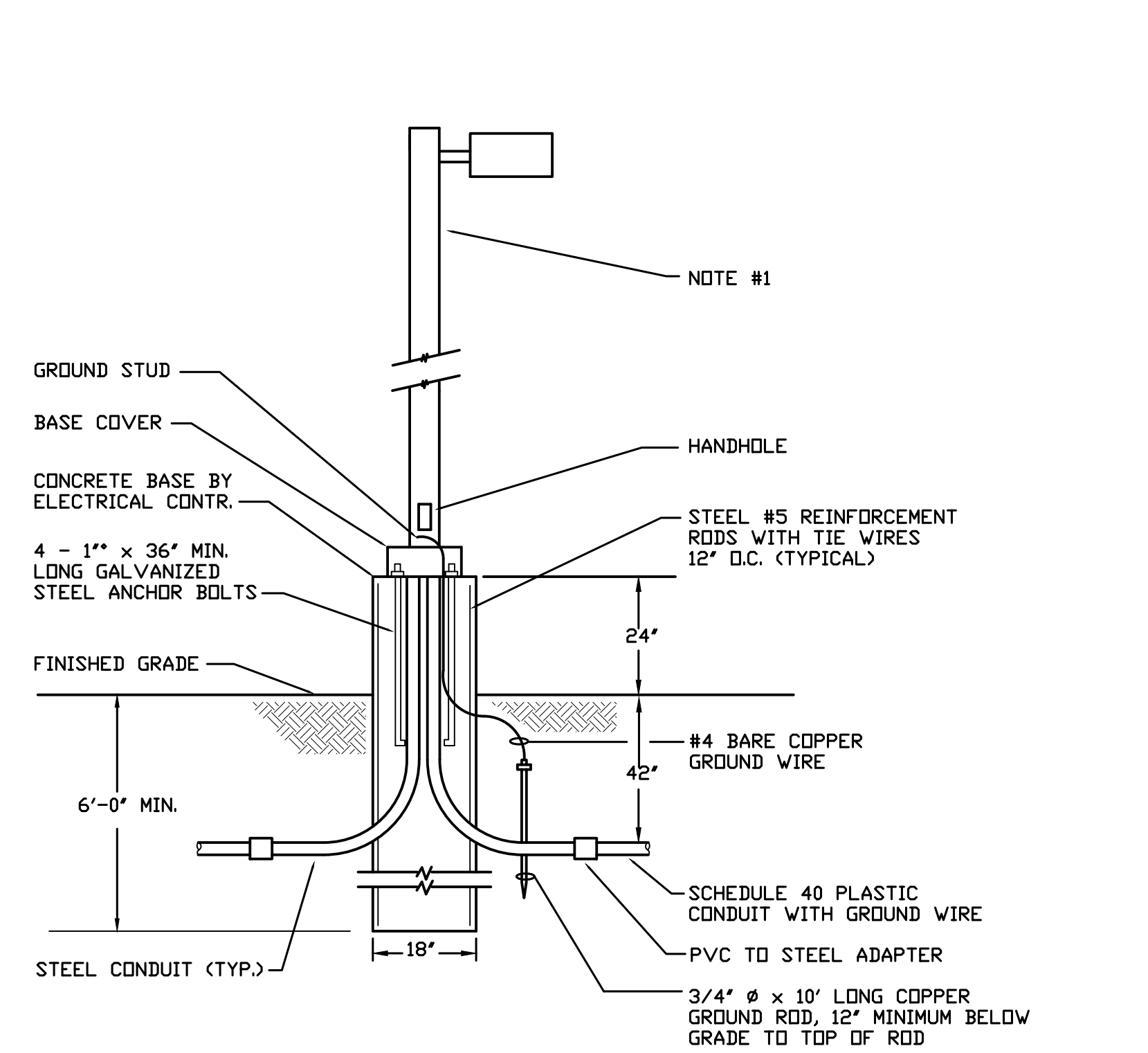
1. See ordering tree for details.
2. A+ Certified Solutions for ROAM require the order of one ROAM node per luminaire. Sold Separately. Link to ROAM; Link to DTL, DLL

Ordering Information

EXAMPLE: DSX0 LED P6 40K T3M MVOLT SPA DDBXD

Series	LEDs	Color Temperature	Distribution	Voltage	Mounting	Shipped Included		
DSX0 LED	Forward optics	P1	30K / 3000K	T5	Type I short	T5S	Type I short	
		P2	40K / 4000K	T5	Type II short	T5M	Type I medium	
		P3	50K / 5000K	T2M	Type II medium	T5W	Type I wide	
		P4	AMBPC	AMBPC	Amber phosphor converter	BLC	Backlight control	
		P5	T5S	Type II short	LEO	Left corner cut-off		
		P6	T3M	Type II medium	RECO	Right corner cut-off		
	Rotated optics	P7	T4M	Type I medium	RECO	Right corner cut-off		
		P8	T3M	Type I medium	RECO	Right corner cut-off		
		P9	T3M	Type I medium	RECO	Right corner cut-off		
		P10	T3M	Type I medium	RECO	Right corner cut-off		
		P11	T3M	Type I medium	RECO	Right corner cut-off		
		P12	T3M	Type I medium	RECO	Right corner cut-off		

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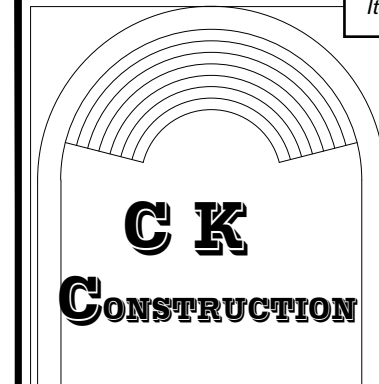


LIGHT POLE DETAIL

NOTE 1:
TYPE "OA", 20'H (18' POLE AND 2'-0" BASE)

LIGHTING FIXTURE TYPE: "OA" & "OB"

LIGHTING FIXTURE TYPE: "OC"



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FAX: (248) 398-3822
E-mail: imad@ckconstruction.com

DESIGNED BY:
Imad Potres

REVISIONS:

1-	SITE PLAN	12/30/25
2-		
3-		
4-		
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6-		
7-		

PROPOSED AUTO REPAIR
32371 DEQUINDRE ROAD
MADISON HEIGHTS, MI 48071

SEAL / SIGNATURE

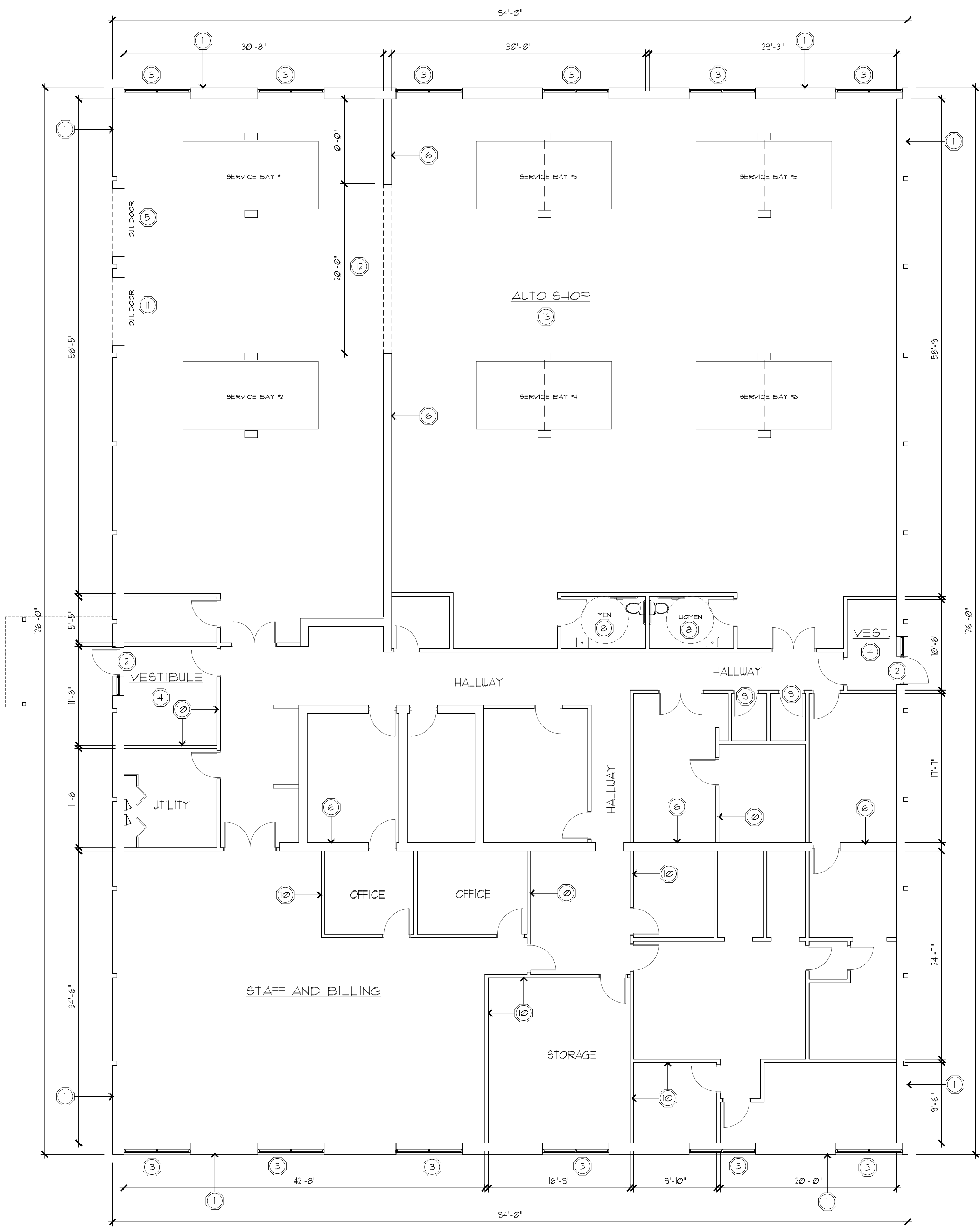
DATE

DRAWING TITLE:
PROPOSED FLOOR PLAN
FILE NAME: AUTO REPAIR

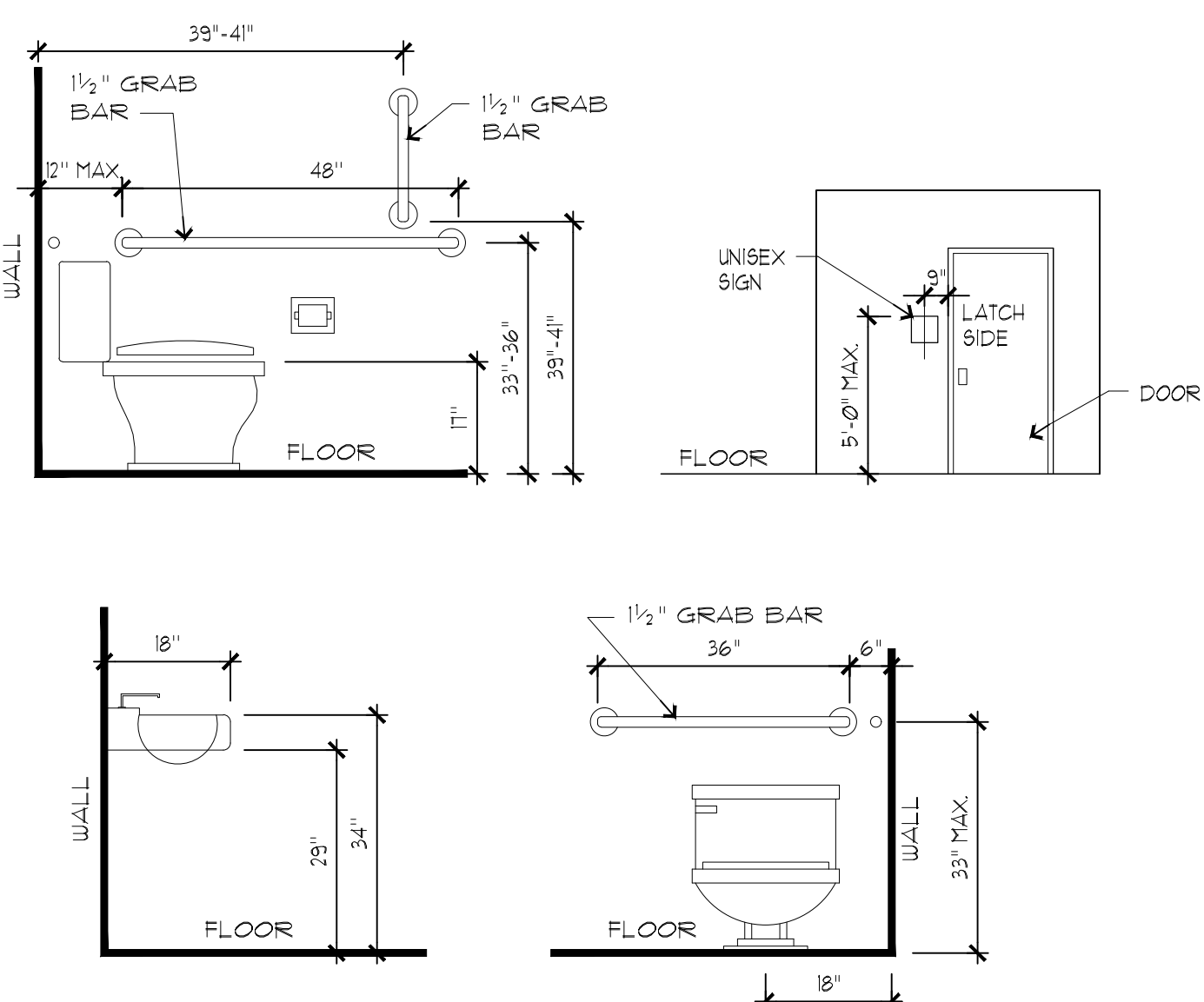
DRAWN BY: IMAD
CHECKED BY: IMAD
DATE: 12/30/2025

SHEET NO:

A02



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



BARRIER FREE ELEVATIONS

SCALE: 1/4" = 1'-0"

- GENERAL NOTES:**
- ALL INTERIOR PARTITIONS, FINISHES AND FIXTURES IN THE STORE TO COMPLY WITH THE MICHIGAN CODE 2021.
 - EGRESS DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT. MANUALLY OPERATED FLUSH BOLTS ARE NOT PERMITTED.
 - ALL REQUIRED EXITS AND EXIT ACCESS DOORS SHALL BE MARKED BY APPROVED EXIT SIGN READILY VISIBLE FROM ANY DIRECTION OF EGRESS TRAVEL. DIRECTION EXIT SIGNS SHALL BE REQUIRED WHERE THE PATH OF EGRESS IS NOT IMMEDIATELY VISIBLE TO THE OCCUPANTS. (MBC 4 IFC CHAPTER 10, MEANS OF EGRESS)
 - PROVIDE PORTABLE FIRE EXTINGUISHER PER IFC AND NFPA 10. TO BE COORDINATED WITH FIRE MARSHAL.
 - EMERGENCY LIGHTING SHALL BE PROVIDED FOR THE MEANS EGRESS IN ACCORDANCE WITH THE MBC 4 IFC CHAPTER 10, MEANS OF EGRESS.
 - ALL COMBUSTIBLE STORAGE AND ASSOCIATED FIRE PROTECTION SHALL BE IN ACCORDANCE WITH INTERNATIONAL FIRE CODE.
- FIRE PREVENTION NOTES**
- A KNOX BOX IS REQUIRED FOR EMERGENCY ACCESS TO THE BUILDING FOR FIRE AND MEDICAL EMERGENCIES. (IFC 508.1 KNOX BOX).
 - THE KNOX KEY BOX SHALL BE LOCATED WITHIN TEN (10) FEET OF THE MAIN ENTRY DOOR OF THE BUILDING AND BETWEEN FIVE (5) AND SIX (6) FEET ABOVE THE FINISHED GRADE.
 - THE KNOX DECAL SHALL BE INSTALLED AT THE MAIN FRONT ENTRANCE OR AS REQUIRED BY THE FIRE CODE OFFICIAL.
 - ADDRESS NUMBERS: MUST HAVE APPROVED ADDRESS NUMBERS, PLACED IN POSITION THAT IS PLAINLY LEGIBLE AND VISIBLE FROM STREET OR ROAD FRONTING THE PROPERTY. THESE NUMBERS SHALL CONTRAST WITH THEIR BACKGROUNDS AND BE A MINIMUM OF 4 INCHES HIGH WITH A MINIMUM STROKE WIDTH OF 0.5 INCHES. (IFC 509.1 ADDRESS NUMBER).
 - BUILDING KEYS: THE BOX SHALL CONTAIN LABELED KEYS, INCLUDING BUT NOT LIMITED TO, KEYS FOR ACCESS INTO AND THROUGH THE PREMISES, KEYS TO ANY SECURED FIRE PROTECTION SYSTEM, AND ELEVATION KEYS.

- FLOOR PLAN REFERENCE NOTES:**
- EXISTING EXTERIOR WALL CONSTRUCTION; FACE BRICK ON CMU WALL TO REMAIN.
 - EXISTING GLASS ALUMINUM DOOR AND SIDE WINDOW IN ANODIZED ALUMINUM FRAME TO REMAIN.
 - EXISTING GLASS WINDOW IN ANODIZED ALUMINUM FRAME TO REMAIN.
 - EXISTING VESTIBULE TO REMAIN.
 - EXISTING OVERHEAD DOOR AND FRAME.
 - EXISTING DEMISING WALL; 1 HOUR RATED CMU WALL.
 - EXISTING DRYWALL CONSTRUCTION TO REMAIN.
 - NEW ADA RESTROOMS AND FIXTURES. INSTALL NEW 3"x1" WOOD DOOR AND FRAME. FOR ADA REQUIREMENTS, REFER TO BARRIER FREE ELEVATIONS, THIS SHEET.
 - EXISTING PRIVATE RESTROOMS TO REMAIN.
 - EXISTING DRYWALL CONSTRUCTION TO REMAIN.
 - INSTALL NEW 8' WIDE x 10' HIGH OVERHANG DOOR AND FRAME IN MASONRY WALL OPENING. PROVIDE STEEL BEAM LINTEL AS REQUIRED.
 - SAWCUT EXISTING LOAD BEARING MASONRY WALL FOR NEW SERVICE AREA OPENING AS INDICATED. PATCH AND REPAIR ADJACENT WALL AREA AS REQUIRED. PROVIDE STEEL BEAM LINTEL.
 - NEW AUTO REPAIR SERVICE BAYS AND HOSES PER OWNER.
 - COORDINATE WITH OWNER FOR ALL FURNITURE, MILLWORK AND EQUIPMENT.

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

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

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

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

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

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

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

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

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

Voting Nay: Councilor Gerald, Councilor Rohrbach, Councilor Wright

Motion carried 4-3.

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

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

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

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

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

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

Planning Commission Meeting
Madison Heights, Michigan
February 17, 2026

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

CALL TO ORDER

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

ROLL CALL

PRESENT

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

ABSENT

- Mayor Corey Haines
- Commissioner Grant Sylvester

EXCUSE ABSENT MEMBERS

PC 26-04. Excuse Absent Members

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

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

Motion carries unanimously.

APPROVAL OF AGENDA

PC 26-05. Approval of Agenda.

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

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

Motion carries unanimously.

APPROVAL OF MINUTES

PC 26-06. Minutes.

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

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

Motion carries unanimously.

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

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

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

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

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

The Commission debated several other issues:

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

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

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

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

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

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

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

Voting Yea: Commissioner Fleming, Commissioner Marsh

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

Motion fails 2-5.

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

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

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

APPROVAL IS GRANTED WITH THE FOLLOWING CONDITIONS:

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

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

Voting Nay: Commissioner Fleming, Commissioner Marsh

Motion carries 5-2.

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

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

MEMBER UPDATES

No member updates at this time.

PLANNER UPDATES

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

PC 26-09 – Amendment to the Planning Commission bylaws

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

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

Motion carries unanimously.

ADJOURNMENT

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

NOTICE OF PUBLIC HEARING

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

Case # PSP 26-02 – 27392 Park Ct.

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

Case # PSP 26-03 – 32525 Stephenson Hwy.

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

Case # PSP 26-04 – 32371 Dequindre Rd.

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

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

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

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

Section 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.

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.



AGENDA ITEM SUMMARY FORM

MEETING DATE: 06/03/26

PREPARED BY: Melissa Marsh, City Manager

AGENDA ITEM CONTENT: IT Contractor - Microsoft 365 Licenses

AGENDA ITEM SECTION: Bid Awards/Purchases

BUDGETED AMOUNT: \$68,106

FUNDS REQUESTED: \$ 60,753.04

FUND: 101-228 and 590-590

EXECUTIVE SUMMARY:

Our Microsoft 365 P1, G1, and G3 licenses, approved last year by City Council, are expiring. Staff is requesting a renewal for annual licenses for City staff. Once our new IT Contractor is completely onboard (July 1) we will revisit these licenses to discuss a possible upgrade for enhanced security. Funds have been budgeted for this expense in account number 101-228-818-3000 and 590-590-818-3000. The attached quote is under budget.

RECOMMENDATION:

Staff recommends approval of the renewal of Microsoft P1, G1 and G3 license in the amount of \$60,753. Funds are budgeted and available.



Date 5/19/2026
Quote # Microsoft
Version # 2
Expires 6/18/2026

Traci Kent
(517) 927-6469
tkent@dewpoint.com

Company: **Madison Heights**

Term: Net 30

Line Item	Qty	Description	List	List Ext	Price	Price Ext
1	131	NCE Office 365 G1 (GCC) Annual P:	\$120.00	\$15,720.00	\$113.45	\$14,861.95
2	113	NCE Office 365 G3 (GCC) Annual Paid Annual	\$276.00	\$31,188.00	\$260.94	\$29,486.22
3	241	NCE Microsoft Entra ID P1 Annual	\$72.00	\$17,352.00	\$68.07	\$16,404.87
Total:				\$64,260.00		\$60,753.04

Issue and Remit to:

Dewpoint Inc.
300 S. Washington Square, Ste 200
Lansing, MI 48933
Email: tkent@dewpoint.com

Terms:

It is understood that if acceptance of this proposal is acknowledged by way of the buyer's purchase order, such acceptance will be subject to the terms and conditions of this proposal with the same force and effect as though they were included on the buyer's purchase order.

- *Invoice for products will be issued upon shipment.
- *Subject to continuing credit approval, terms of payment are net 30 days from the invoice date unless otherwise noted.
- *Prices are in US Dollars unless otherwise noted.
- *All freight amounts are estimates only and subject to change.
- *Product is shipped FOB origin unless otherwise noted. The carrier is liable for damages caused during shipment.
- *Please consult appropriate manufacturer's specifications for verification. All DOA, defective product, and original warranty are handled through manufacturer directly. Please contact manufacturer or your Dewpoint representative for more information.
- *Opened hardware product and all software product is non-returnable. Therefore, you, the customer are responsible for verifying the proposed configuration prior to ordering.
- *All return credits are subject to Dewpoint and manufacturer return policies and approvals.
- *Prices and discounts apply only to the specific quantities and estimated delivery schedules shown above.
- *Any variation in quantity or requested delivery may result in price or discount changes.
- *Quote subject to applicable tax.