



**CITY OF MADISON HEIGHTS**  
**COUNCIL CHAMBERS - CITY HALL, 300 W. 13 MILE RD.**  
**PLANNING COMMISSION MEETING AGENDA**  
**JULY 15, 2025 AT 5:30 PM**

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**CALL TO ORDER**

**ROLL CALL**

**ADDITIONS/DELETIONS**

**APPROVAL OF MINUTES**

1. June 17th, 2025 Meeting Minutes

**PUBLIC HEARING**

2. Special Land Use Request PSP #25-03 - 205 W. Lincoln Ave. - Minor Vehicle Service  
[Vehicle Wrapping]

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

**NEW BUSINESS**

3. Major Site Plan Request PSPR #25-11 - 28220 John R Road - Dental and Medical Office  
Development

**UNFINISHED BUSINESS**

4. Update on City-Initiated Rezoning for Qualified Properties [Religious Institutions]

**COMMUNICATION**

5. Sterling Heights - Notice of Master Plan Adoption

**MEMBER UPDATES**

**PLANNER UPDATES**

6. Master Plan Update

**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](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



**CITY OF MADISON HEIGHTS**  
**PLANNING COMMISSION MEETING MINUTES (DRAFT)**

June 17, 2025  
Council Chambers – City Hall  
300 W. 13 Mile, Madison Heights, MI 48071

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## 1. CALL TO ORDER

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

## 2. ROLL CALL

Present: Chair Josh Champagne  
Mayor Roslyn Grafstein  
Mayor Pro Tem Mark Bliss  
City Manager Melissa Marsh  
Commissioner Eric Graettinger  
Commissioner Ryan Fox  
Commissioner Colton Smith  
Commissioner Grant Sylvester (arrived 5:51 pm)

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

Absent: Commissioner Cliff Oglesby

## 3. EXCUSE ABSENT MEMBERS

Motion by Commissioner Bliss, seconded by Commissioner Marsh to excuse Commissioner Oglesby.

Voting Yea: Commissioner Bliss, Commissioner Graettinger, Commissioner Grafstein,  
Commissioner Fox, Commissioner Marsh, Commissioner Smith, Commissioner  
Sylvester, Chair Champagne

Motion carries unanimously.

## 4. APPROVAL OF THE MINUTES

Motion by Commissioner Fox, seconded by Graettinger to approve the minutes of the regular Planning Commission meeting of May 20, 2025 as modified.

Voting Yea: Commissioner Bliss, Commissioner Graettinger, Commissioner Grafstein,  
Commissioner Fox, Commissioner Marsh, Commissioner Smith, Commissioner  
Sylvester, Chair Champagne

Motion carries.



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

Chair Champagne opened the floor for public comment at 5:33 pm. Seeing none, Chair Champagne closed public comment at 5:33 pm.

## **6. UNFINISHED BUSINESS - Master Plan Update: Notice of Intent to Plan and Draft Master Plan Survey**

At the last meeting, the Planning Commission advised staff to move forward with updating the Master Plan. It was last updated in 2021. As required by law, Staff notified all of the required parties.

Staff prepared a draft survey that intends to request public response and asked the Planning Commission for their input. Input included the following:

- Please include questions about sustainability policies
- Add a glossary of terms and example images, especially pertaining to housing
- Email the survey to business owners

## **7. NEW BUSINESS - Analysis of religious institution zoning**

At the last meeting, the Planning Commission directed Planner Lonnerstater to research zoning designations of existing religious institutions within the City, specifically those abutting major collector or arterial streets, with a single-family zoning designation. Historically, many properties were zoned for single family residential uses.

Our ordinance defines religious institutions as: Any church, synagogue, mosque, temple or building which is used primarily for religious worship and religious activities, including, as an accessory use, childcare, dining and assembly areas, and educational facilities. Those institutions are then split into 2 tiers; those with less than 75 occupants and those with more than 75 occupants.

As a courtesy, Staff would be contacting the religious institutions that are being analyzed to gauge their interest and to discuss the benefits of changing the zoning.

Staff analyzed religious institutions based on multiple factors and identified five that could potentially be proactively rezoned. After further discussion, the Planning Commission added two more for discussion.

### **a) Madison Heights Church of Nazarene: 555 E. 13 Mile Road**

Large parcel with a small building, mostly surrounded by residential uses

After some discussion, Planning Commissioners agreed that this site would benefit the most if it was rezoned R-MN (Residential Mixed-Neighborhood). Religious Institutions would continue to be permitted as Special Land Use under the R-2, R-3, R-MN or R-MF districts.

b) St. Patrick Episcopal Church: 1434 E. 13 Mile Road

Currently zoned as R-2 (one family residential district). After some discussion, Planning Commissioners agreed that R-MF would be most appropriate at this location.

c) Arabic Evangelica Alliance Church: 30801 Dequindre Road

Currently zoned as R-2 (one family residential district)

While the B-1 zoning district could be appropriate for future redevelopment as it would be consistent with adjacent land uses and the future land use map, large religious institutions (over 75 occupants) are not a permitted use in B-1.

The Commission agrees that MUI-2 would be most appropriate.

d) Gospel Life Church: 1042 E. 12 Mile Road

Currently zoned R-3, one-family residential

The property abuts single-family uses to the north, south, east and west. Planner Lonnerstater noted that a portion of the church parking lot is on the adjacent single-family parcel to the east, which is also owned by the church.

Commission agrees that R-MN is the most appropriate for this parcel.

e) Korean First Central United: 500 W. Gardenia Avenue

This property was included because Gardenia Avenue is listed as a “collector” street and is an important east/west connector. This is currently zoned R-3.

After some discussion, the Commission agreed that a zoning designation of R-MN (residential mixed neighborhood) would be appropriate for this parcel.

f) Central Church: 1529 E. 12 Mile Rd

Currently zoned multiple family residential. This parcel is adjacent to Tessmer Court condos and Jimmy John's on the east, an office complex to the west, residential to the North.

After discussion, the Commission agreed that the existing zoning designation of R-MF is appropriate for this parcel. Therefore, no rezoning is needed.

g) Red Oaks Church: 30728 John R Road

Split Zoning – parking lot in the back is residential and the church itself is currently zoned B-1

After discussion, the Commission agreed that a zoning designation of B-1 is appropriate for this parcel to eliminate split-zoning.

**8. COMMUNICATION – Royal Oak Notice of Adopted Master Plan**

The City of Royal Oak has adopted their Master Plan recently. Staff will review the Royal Oak Master Plan where it abuts Madison Heights and update the Planning Commission on anything of significant importance.

**9. MEMBER UPDATES**

No member updates.

**10. PLANNER UPDATES**

No further updates from Planner Lonnerstater.

**11. ADJOURNMENT**

**Chair Champagne adjourned the meeting at 7:00 pm.**



# MEMORANDUM

Date: July 3<sup>rd</sup>, 2025  
 To: City of Madison Heights Planning Commission [July 15<sup>th</sup> Meeting]  
 From: Matt Lonnerstater, AICP – City Planner  
 Subject: Special Approval Request PSP 25-03– 205 W. Lincoln – Minor Auto Repair & Service

## TEMPLATE MOTIONS AND FINDINGS INCLUDED ON PAGE 10

### Introduction

The applicant, Haythum Musleh, 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 205 W. Lincoln Ave., zoned MUI-1, Mixed-Use Innovation 1; tax parcel #44-25-23-431-016. The property is located on the south side of W. Lincoln Ave. between John R and Alger St.

### Project Details

The subject property is 0.32 acres in size and is currently improved with an approximately 6,200 square-foot light-industrial building with associated parking and outdoor storage areas. Per city records, the building is currently divided into four (4) separate tenant spaces. The applicant intends to operate a vehicle wrapping business out of one of the tenant spaces, which involves removing dust and applying plastic wrap to the contours of the vehicle with heat processes. While “vehicle wrapping” is not explicitly mentioned in the Zoning Ordinance, staff has determined that the use is comparable to “Minor Auto Repair and Service”, which requires Special Land Use approval in the MUI-1 zoning district. (Refer to Section 3.06 for “Planning and Zoning Administrator determination”). No site modifications are proposed.

### ***205 W. Lincoln Ave. – Aerial Image – Existing Conditions (Red Dashed Line)***



**Streetview W. Lincoln Ave.**

*\*Note: The applicant intends to operate from the unit with the overhead door on the right-hand side of the front façade.*

### Site and Use History

Historic aerial imagery shows that the western half of the principal building was constructed prior to 1963, while the eastern half was constructed sometime between 1963 and 1974. City records indicate that a range of light industrial uses have historically occupied the building, including concrete and masonry contractors, industrial equipment production & repair, and HVAC services.

As of the date of this report, there is only one active Certificate of Occupancy and business license for the building attributed to Q Stone, Inc. - a granite and quartz countertop contractor business – which operates out of the eastern half of the building. To staff's knowledge, this business would continue to operate out of the building separate from the vehicle wrapping business.

### 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 MUI-1, Mixed-Use Innovation 1 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 rough sketch plan of the site. While no site modifications are proposed, staff finds that the sketch plan and applicant responses do not contain enough detail to ensure compliance with the following use-specific standards:

- **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.*

Comment: The sketch plan denotes four (4) parking spaces along the west side of the building. Parking for auto repair and service uses is required at a minimum rate of 1 space per 300 sq. ft. of usable floor area plus 2 per each service bay. Based on an approximate estimated usable floor

area of 1,100 sq. ft. and one (1) service bay, a total of six (6) parking spaces will be required to meet minimum parking standards. Adequate parking will need to remain and be depicted on the sketch plan for the other tenant spaces, including the existing tenant within the building. Vehicles awaiting service may not be parked on the street or within the driveway approach.

The applicant should also provide additional information regarding the total number of employees and the anticipated total number of vehicles awaiting service at a single time.

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

Comment: The applicant has not provided information regarding hours of operation.

Staff further notes that, due to the existing building footprint and orientation, the following use-specific standard cannot be met:

- **Service Bays:** *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.*

Comment: The applicant intends to utilize the existing overhead door facing Lincoln Ave which directly faces the single-family homes across the street. As the building and overhead door are placed directly at the front property line, there is no room for additional landscaping or screening. A variance from the Zoning Board of Appeals will be required for an exception to this standard.

If the Planning Commission finds that additional information is needed to act on the Special Land Use request, they may postpone action on the application and direct the applicant to revise the conceptual site plan and project narrative to include greater detail. Should the Planning Commission move to recommend approval of the Special Land Use, staff advises that the use-specific standards of Section 7.03.2 be incorporated as conditions of approval. A variance from the Zoning Board of Appeals will be required for an exception to the service bay screening requirement of Section 7.03.2.E.

## Site Analysis

### Existing Zoning and Land Use

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

	Existing Land Use	Existing Zoning
<b>Site</b>	Light Industrial/stone contractor	MUI-1, Mixed-Use Innovation-1
<b>North (across Lincoln)</b>	One-family residential	R-MN, Residential Mixed Neighborhood
<b>South</b>	One-family residential	R-3, One-Family Residential
<b>East</b>	Lawn care/service contractor	MUI-1, Mixed-Use Innovation-1
<b>West</b>	Cabinet manufacturing & auto customization business	MUI-1, Mixed-Use Innovation-1

The site borders light industrial uses to the east and west but is located directly across the street from single-family residential homes. The site also directly abuts single-family residential homes to the rear.

Per the Madison Heights Zoning Ordinance, the MUI-1 zoning district is:

*[...] established to promote the reuse of older, character giving structures that may no longer be suitable for their original purposes. The MUI-1 district is intended to provide for an eclectic mix of uses reflective of long-established development patterns at a pedestrian scale, including the adaptive reuse of existing, smaller industrial spaces into new commercial, residential, artisan industrial, and mixed-use projects. The MUI-1 district supports a variety of residential, commercial, and light industrial uses that are compatible with the surrounding neighborhoods, and accounts for the appropriate mitigation of other potential adverse impacts on adjacent residential uses.*

Uses permitted by right in the MUI-1 district consist of a mix of light industrial, artisan manufacturing, general retail, professional office, residential/commercial mixed-use, and townhomes. The full list of permitted uses is attached to this report. This block of Lincoln Avenue has historically featured light industrial uses on the south side, but is developed with single-family homes on the north side. The block is also bounded by residential neighborhoods to the west and south. City Council granted Special Approval, with conditions, for a minor auto service use on the property directly to the west in 2021.

#### Future Land Use and Master Plan

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

	<b>Future Land Use</b>
<b>Site</b>	Multiple-Family Residential
<b>North (across Lincoln)</b>	Multiple-Family Residential
<b>South</b>	Single-Family Residential
<b>East</b>	Multiple-Family Residential
<b>West</b>	Multiple-Family Residential

While the property and adjacent properties are currently utilized for light-industrial uses, the future land use designation for this stretch of Lincoln Avenue is *Multiple-Family Residential*. This correlates with the Master Plan's Neighborhood Analysis for the Monroe Neighborhood which states, *"this portion of Lincoln Avenue presents an opportunity to add higher density housing adjacent to the single family uses. This housing, known as missing middle housing, is essential to providing affordability to neighborhoods. This housing should be compatible with the surrounding neighborhoods in scale. Duplex, triplex, and quadplex dwellings in structures that look like single-family homes is envisioned."*

This stretch of Lincoln Avenue was zoned to the new MUI-1 zoning district as part of the 2024 Zoning Ordinance adoption as an effort to open up the area to multiple-family residential uses while continuing to permit certain light industrial/flex industrial uses, as guided by the Master Plan

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

#### **Community Character**

- *Enhance the city's commercial corridors to support walkability and improve community identity.*
- *Promote the city's positive identity in the region.*



- *Promote the use of quality building design and materials to enhance the appearance and long-term maintenance of new development.*
- *Protect established neighborhoods and business districts from the potentially negative impacts of development, including noise, traffic, waste, odor, and other nuisances through effective and thoughtful site and building design.*

### **Commercial & Industrial Development**

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

### Transportation

Lincoln Avenue is under the jurisdiction of the City of Madison Heights and is classified as a collector road, which is intended to permit direct access to abutting properties and provide connections from local streets and neighborhoods to minor arterials. Per SEMCOG, this portion of Lincoln Avenue handles an average volume of approximately 3,700 vehicles per day.

### **Special Land Use Criteria**

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

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

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



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

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

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

### Staff Analysis

In deliberating the proposed Special Land Use, staff believes that the Planning Commission should focus on the compatibility of the proposed minor auto service use, including its ancillary effects, on adjacent residential properties, as well as the intent of the MUI-1 zoning district on this stretch of Lincoln Avenue.

Staff has the following concerns pertaining to the Special Land Use request:

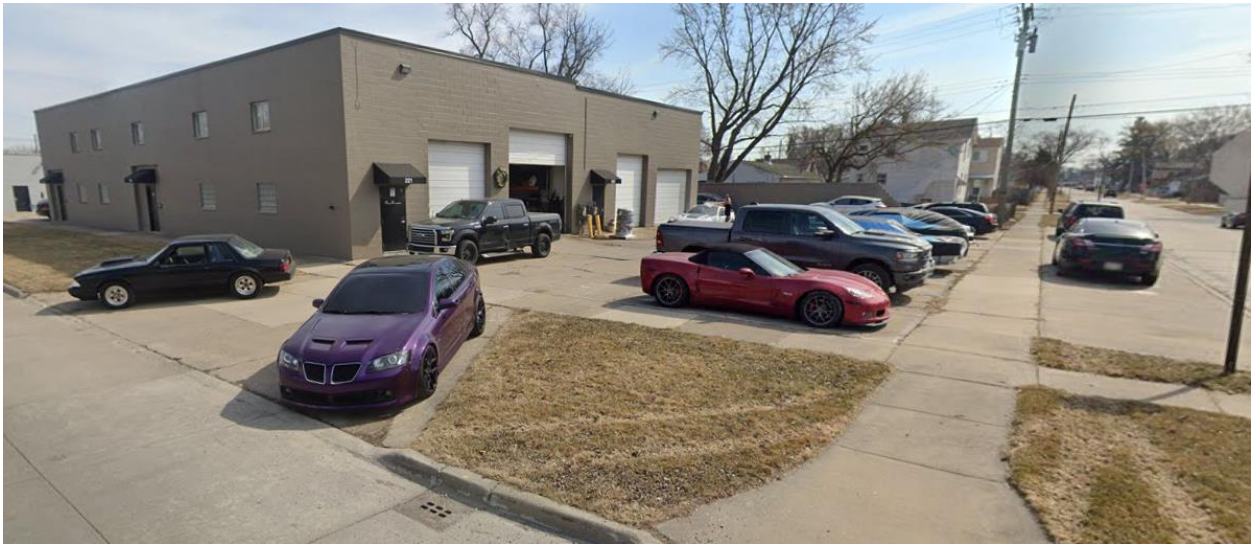
#### Parking

The sketch plan does not denote how many total parking spaces are available on site, nor how many spaces can be directly allocated to the proposed use. While the applicant has stated within the application that, *“there is ample parking for the tenant and up to 3 inside if needed,”* no information has been provided regarding the number of employees nor the anticipated amount of customer vehicles to be parked on-site at once. Adequate on-site parking must still be provided for the three other tenant spaces in the building, including the existing contractor business.

Madison Heights has had issues in the past with auto service businesses parking customer vehicles in areas not approved for parking, including within the city right-of-way. Refer to the example image below from the auto service use next door to the subject property. Proper conditions should be included within any motion of approval to ensure the proper parking/storage of vehicles awaiting service.

An existing 7' 8" masonry screen wall is located along the rear property line which provides screening between the parking area and the residential parcels to the rear, consistent with the use-specific standards.

**221 W. Lincoln (adjacent to subject property) – Vehicles awaiting service or being stored post-service within the right-of-way**



Hours of Operation

The use-specific standards for minor auto repair/service limit hours of operation to between 7 a.m. and 9 p.m. However, given adjacent residential, including directly across the street, a stricter condition may be warranted to further restrict hours of operation.

Service Bay Door Screening

Section 7.03.2.E states, “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.” The applicant intends to utilize the existing overhead door facing Lincoln Ave, which directly faces the single-family homes across the street; refer to the image below. As the building and overhead door are placed directly at the front property line, there is no room for additional landscaping or screening. A variance from the Zoning Board of Appeals will be required for an exception to this standard.

Doors to repair service bays shall be closed when providing services to vehicles, except for conveyance into and out of the service bays.

***Overhead service door directly facing single-family homes across Lincoln Ave.***



### Planning Commission Recommendation

Per Section 15.05, the Planning Commission may postpone action on a Special Land Use request to allow verification, compilation, or submission of additional or supplemental information or to address other concerns or issues.

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

1. The Minor Auto Service use shall be limited to vehicle wrapping services and ancillary related services. Any significant change in the scope or intensity of the auto service use, as determined by the Planning and Zoning Administrator, shall require new Special Land Use review and approval in accordance with Section 15.05 of the Zoning Ordinance.
2. A Minor Site Plan shall be submitted to the Community and Economic Development Department in accordance with Section 15.04 of the Zoning Ordinance. The Minor Site Plan, when submitted, shall be designed to satisfy the following:
  - a. The site plan shall depict dimensioned parking spaces for the entire property, including for the proposed use and three other tenant spaces, as well as required ADA parking spaces. Adequate on-site parking shall be provided to account for all customer vehicle storage, employees, and other building tenants.
  - b. A detailed floor plan shall be provided which denotes the number of hoists or service areas within the building, including any indoor parking of customer vehicles.
3. The 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. Pertinent use-specific standards include, but are not limited to:
  - a. All servicing operations shall be conducted entirely within the enclosed building.
  - b. Hours of operation shall be limited to between 7 a.m. and 9 p.m.
  - c. Doors to the repair service bay shall be closed when providing services to vehicles, except for conveyance into and out of the service bay.
  - d. All vehicles awaiting service shall be parked on site. No vehicles shall be parked on a public street or in the public right-of-way, including the driveway approaches.
4. A variance from the Zoning Board of Appeals will be required pertaining to the following use-specific standard: *“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.”*

### Next Step

After the public hearing and discussion, the Planning Commission may take action on the requested Special Land Use in the form of a recommendation to City Council. Any motion shall include concise findings based upon the Special Approval review standards and criteria, Section 15.03.3. Per Section 15.05, the Planning Commission 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 for postponement, approval, and denial are provided at the end of this report.**

**Attachments**

- **Special Land Use Application - PSP #25-03**
- **Concept Sketch Plan PSP #25-03**
- **Associated Maps**
- **Section 3.20 – MUI-1, Mixed-Use Innovation 1**
- **Section 7.03.2 – Use-Specific Standards for Auto Repair and Service Facilities**
- **Section 15.05 – Special Land Use Review**

## Template Motion, Findings and Conditions

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

### POSTPONEMENT

MOTION BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION **POSTPONES ACTION** ON SPECIAL LAND USE REQUEST NUMBER PSP 25-03 FOR A MINOR AUTO REPAIR AND SERVICE FACILITY AT 205 W. LINCOLN AVE. UNTIL THE AUGUST 19<sup>TH</sup>, 2025 MEETING. THIS POSTPONEMENT IS MADE IN ACCORDANCE WITH SECTION 15.05 OF THE ZONING ORDINANCE TO ALLOW THE APPLICANT TO RESPOND TO THE FOLLOWING ITEMS: **[LIST ADDITIONAL ITEMS TO BE PROVIDED BY APPLICANT]**

### APPROVAL

MOTION BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY **RECOMMENDS THAT CITY COUNCIL APPROVE** SPECIAL LAND USE REQUEST NUMBER PSP 25-03 FOR A MINOR AUTO SERVICE USE AT 205 W. LINCOLN AVE. BASED UPON THE FOLLOWING FINDINGS:

1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service/vehicle wrapping facility at 205 W. Lincoln Ave. as permitted by Section 3.20 of the Zoning Ordinance, *MUI-1*.
2. The Planning Commission held a public hearing for PSP 25-03 at their July 15<sup>th</sup>, 2025 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 light industrial or residential land uses.
  - c. The use is designed and located so that it is compatible with the principal uses permitted in the MUI-1 zoning district.
  - d. The use is designed and located so that it is compatible with the Madison Heights Master Plan.
4. With conditions required as part of the special land use approval, the use generally 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. The Minor Auto Service use shall be limited to vehicle wrapping services and related ancillary services. Any significant change in the scope or intensity of the auto service use, as determined by the Planning and Zoning Administrator, shall require new Special Land Use review and approval in accordance with Section 15.05 of the Zoning Ordinance.

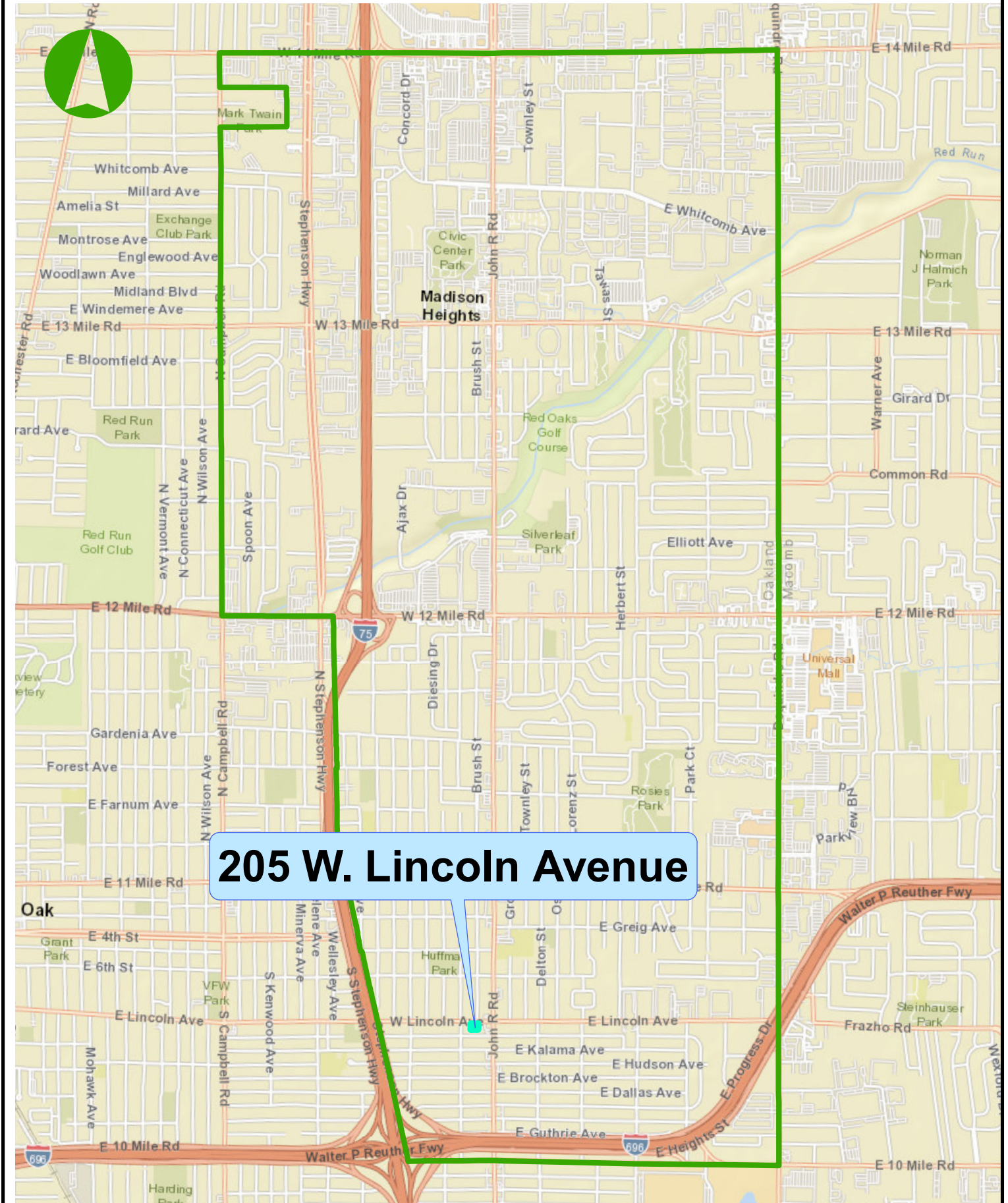
2. A Minor Site Plan shall be submitted to the Community and Economic Development Department in accordance with Section 15.04 of the Zoning Ordinance. The Minor Site Plan, when submitted, shall be designed to satisfy the following:
  - a. The site plan shall depict dimensioned parking spaces for the entire property, including for the proposed use and three other tenant spaces, as well as required ADA parking spaces. Adequate on-site parking shall be provided to account for all customer vehicle storage, employees, and other building tenants.
  - b. A detailed floor plan shall be provided which denotes the number of hoists or service areas within the building, including any indoor parking of customer vehicles.
3. The 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. Pertinent use-specific standards include, but are not limited to:
  - a. All servicing operations shall be conducted entirely within the enclosed building.
  - b. Hours of operation shall be limited to between 7 a.m. and 9 p.m.
  - c. Doors to the repair service bay shall be closed when providing services to vehicles, except for conveyance into and out of the service bay.
  - d. All vehicles awaiting service shall be parked on site. No vehicles shall be parked on a public street or in the public right-of-way, including the driveway approaches.
4. A variance from the Zoning Board of Appeals will be required pertaining to the following use-specific standard: *“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.”*

## DENIAL

MOTION BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT, FOLLOWING THE REQUIRED PUBLIC HEARING, THE PLANNING COMMISSION HEREBY **RECOMMENDS THAT CITY COUNCIL DENY** SPECIAL LAND USE REQUEST NUMBER PSP 25-03 FOR A MINOR AUTO SERVICE USE AT 205 W. LINCOLN AVE. BASED UPON THE FOLLOWING FINDINGS:

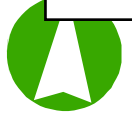
1. The applicant requests Special Land Use approval for a Minor Auto Repair and Service facility at 205 W. Lincoln Ave. as permitted by Section 3.20 of the Zoning Ordinance, *MUI-1*.
2. The Planning Commission held a public hearing for PSP 25-03 at their July 15<sup>th</sup>, 2025 meeting.
3. The proposed 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 **[LIST INDIVIDUAL CRITERIA]**
4. The use does not satisfy the use-specific standards for Minor Auto Repair and Service facilities as contained in 7.03.2 of the Madison Heights Zoning Ordinance. In particular **[LIST INDIVIDUAL CRITERIA]**.



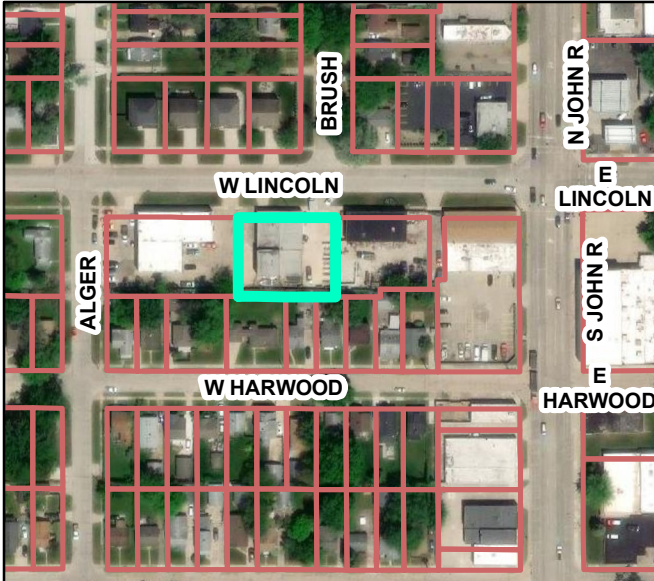


# Site Address: 205 W Lincoln Avenue

[Click for maps](#)

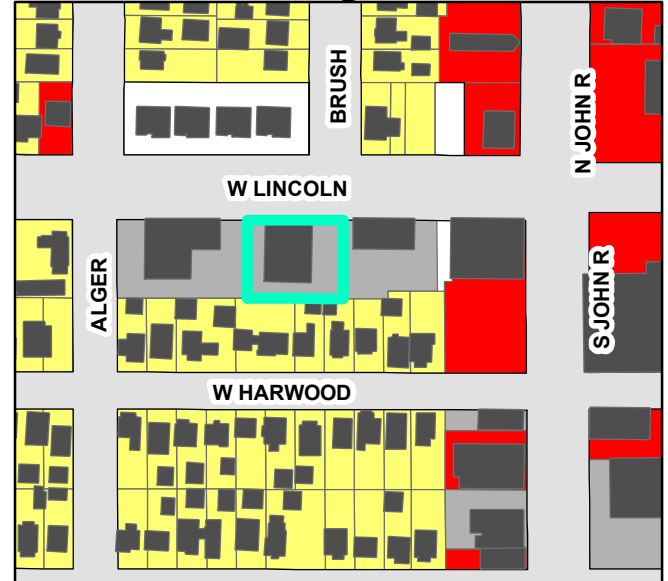






Aerial



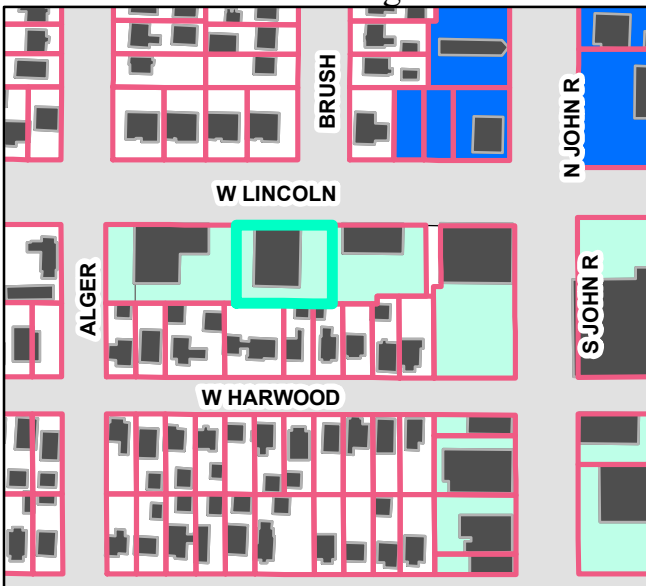
 205 W Lincoln Avenue  Parcels






Existing Land Use



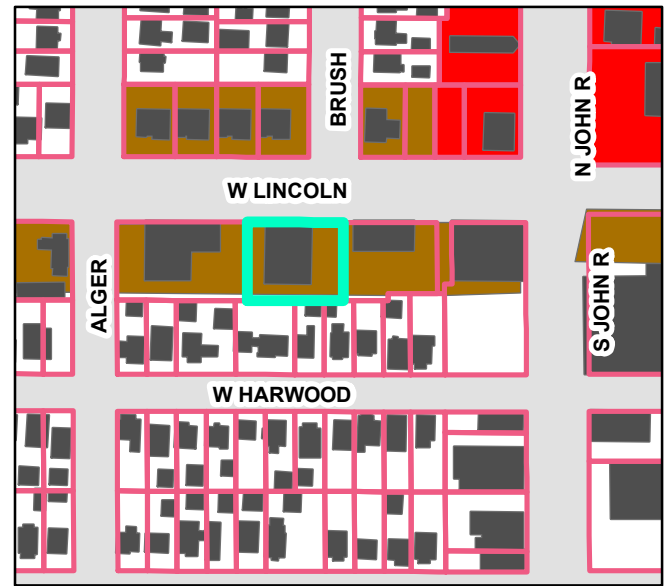
 205 W Lincoln Avenue  Commercial  
 Single and Two Family  Industrial






Zoning



 205 W.Lincoln Avenue  CC City Center District  
 Parcels  R-3 Residential  
 MUI-Mixed Use Innovation

Future Land Use

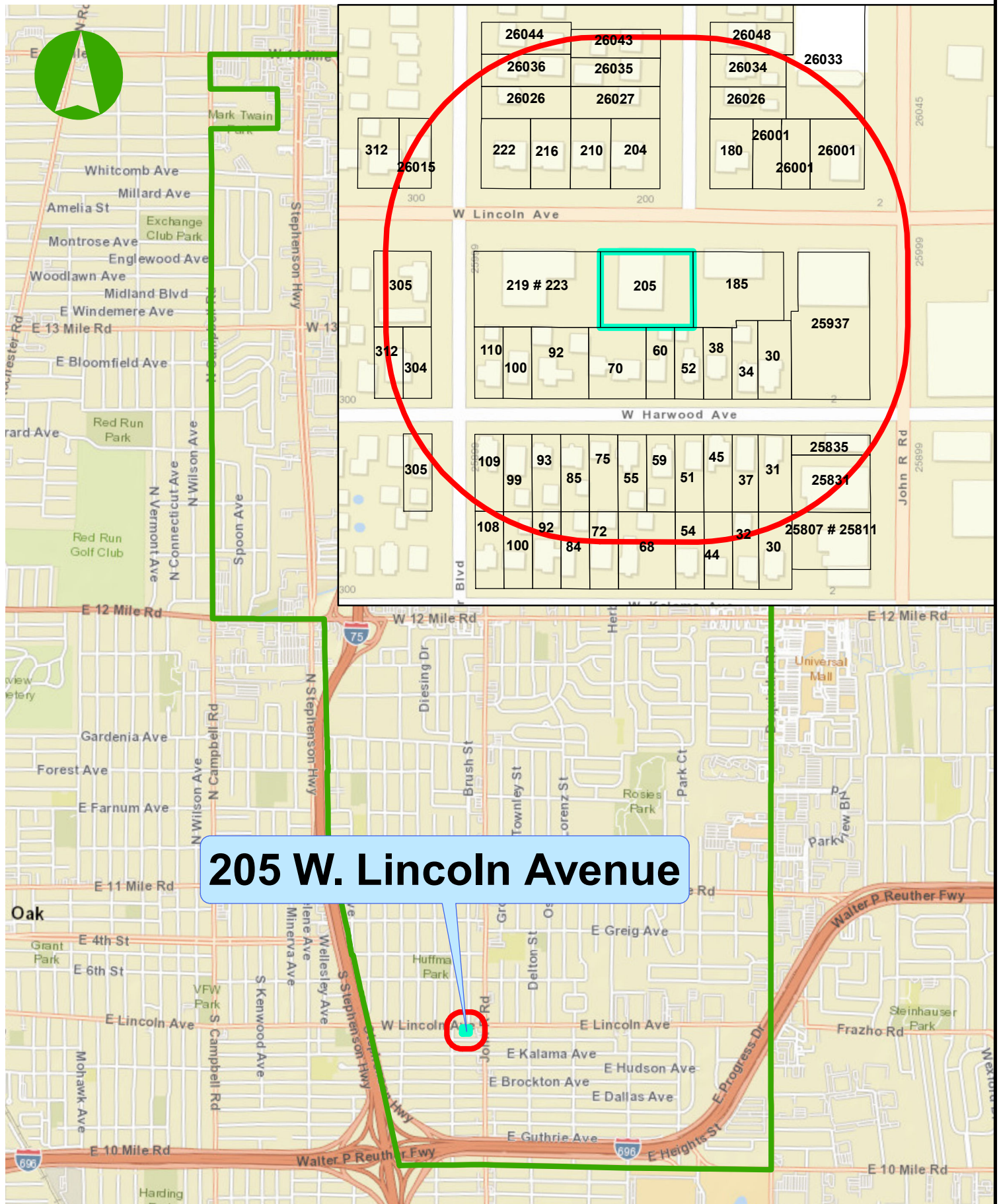


 205 W.Lincoln Avenue  Commercial  
 Multiple Family  Parcels  
 Single Family



# PSP 25-03: 205 W LINCOLN AVENUE

## BUFFER: 300 FT





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

I. APPLICANT INFORMATION

Applicant HAYTHUM MUSLEH

Applicant Address [REDACTED]

City [REDACTED] State MI ZIP [REDACTED]

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

Contact Person HAYTHUM

Telephone Number [REDACTED] Email Address [REDACTED]

II. PROPERTY INFORMATION

Property Address 205 W. LINCOLN Ste A

Tax ID 44-25-23-431-016 Zoning District LIGHT INDUSTRIAL

Owner Name (if different than applicant) 205 W. LINCOLN LLC

Address [REDACTED]

City [REDACTED] State MI Zip [REDACTED]

Telephone Number [REDACTED] Email Address [REDACTED]

III. CONSULTANT INFORMATION (IF APPLICABLE)

Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address \_\_\_\_\_



## IV. PROJECT NAME

AUTOMOTIVE WRAPPING

## V. PROJECT DESCRIPTION AND SCOPE OF WORK

Brief Description of Proposed Special Land Use:

REMOVE DUST, Apply PLASTIC WRAP, HEAT & TRIM  
TO CONTOURS of the CAR.

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 Haythum Masleh Signature [Signature] Date 6/16/2025

## 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 Anthony Salvaggio Signature [Signature] Date 6/16/2025

Notary for Property Owner:

Subscribed and sworn before me, this 16th day of JUNE, 2025.

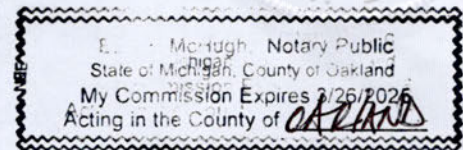
A Notary Public in and for OAKLAND County, Michigan.

Notary Name (Print): Erin McHugh

Notary Signature: [Signature]

My Commission Expires: 3-26-2026

Notary Stamp



## STAFF USE ONLY

[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE (\$750): \_\_\_\_\_

SPECIAL LAND USE NO.: PSP # \_\_\_\_\_

DATE APPLICATION RECEIVED: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_



## SPECIAL LAND USE: 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.

All work will be completed inside the building — It is self adhesive plastic sheeting — No chemicals —

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

changing the color of a car without having to use toxic paint or thinners.

- 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.

It is a very quiet process — A Air purifier to remove dust particles, heat gun when needed and knife for trimming. — No fumes, little noise

- 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.

This property has been light industrial for over 50 years — This is a business that is better for the neighborhood than most light industrial uses



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.

There is a short driveway that provides access to the building overhead door. There is ample parking for the tenant/wrappers and up to 3 inside if needed.

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

Light Industrial is the proper use for this area, and Automotive Wrapping is a use that doesn't smell, is not noisy, and does not have or use toxic chemicals.

205 W. LINCOLN



LINCOLN AVE





## Section 3.20 MUI-1 Mixed Use Innovation

### PREAMBLE

The Mixed-Use Innovation-1 (MUI-1) District is established to promote the reuse of older, character giving structures that may no longer be suitable for their original purposes. The MUI-1 district is intended to provide for an eclectic mix of uses reflective of long-established development patterns at a pedestrian scale, including the adaptive reuse of existing, smaller industrial spaces into new commercial, residential, artisan industrial, and mixed-use projects. The MUI-1 district supports a variety of residential, commercial, and light industrial uses that are compatible with surrounding neighborhoods, and accounts for the appropriate mitigation of other potential adverse impacts on adjacent residential uses.

PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> <li>Artisan Manufacturing/Makerspace</li> <li>Artist Studio</li> <li>Banquet/Assembly/Meeting Halls (less than 75 persons <a href="#">7.03(5)</a>)</li> <li>Bars and Taprooms</li> <li>Child Family Day Care Homes <a href="#">7.03(7)</a></li> <li>Contractor's Office <a href="#">7.03(9)</a></li> <li>Essential Public Utility Services</li> <li>Financial Institutions</li> <li>Foster Care Family Homes <a href="#">7.03(14)</a></li> <li>General Retail, Small to Mid-Format (up to 30,000 sq. ft.)</li> <li>General Warehouse and Distribution</li> <li>Government Office Building/Courthouse/Public Police and Fire Services</li> <li>Home Improvement Centers and Garden Centers, Small to Mid-Format (up to 30,000 sq. ft.) <a href="#">7.03(17)</a></li> <li>Incubator Kitchen or Catering Facility</li> <li>Incubator Workspaces</li> <li>Indoor Recreational Business <a href="#">7.03(21)</a></li> <li>Institutions of Higher Learning</li> <li>Light Industrial, Assembly, Repair and Manufacturing</li> <li>Live/Work <a href="#">7.03(23)</a></li> <li>Medical Marihuana Caregivers (Primary Caregiver Marihuana Grow Overlay District only) <a href="#">7.03(24)</a></li> <li>Medical Marihuana and Adult Use Marihuana Safety Compliance Facility <a href="#">7.03(25)</a></li> <li>Medical Office</li> <li>Microbreweries, Wineries and Distilleries</li> <li>Personal Service Establishments</li> <li>Pharmacy</li> <li>Post Office</li> <li>Professional Office</li> <li>Public Library, Museum, Art Center, Community Center</li> <li>Public Parks</li> </ul>	<ul style="list-style-type: none"> <li>Auto Repair and Service (Major) <a href="#">7.03(2)</a></li> <li>Auto Repair and Service (Minor) <a href="#">7.03(2)</a></li> <li>Auto Sales (New and Used) and Rental <a href="#">7.03(3)</a></li> <li>Banquet/Assembly/Meeting Halls (greater than 75 persons) <a href="#">7.03(5)</a></li> <li>Business or Trade Schools</li> <li>Child Group Day Care Homes <a href="#">7.03(7)</a></li> <li>Child/Adult Day Care Center and Preschools <a href="#">7.03(6)</a></li> <li>Drive-Through Facilities <a href="#">7.03(11)</a></li> <li>Foster Care Group Homes <a href="#">7.03(14)</a></li> <li>General Retail, Large-Format (&gt;30,000 sq. ft.)</li> <li>Home Improvement Centers and Garden Centers, Large Format (&gt; 30,000 sq. ft.) <a href="#">7.03(17)</a></li> <li>Home Occupation, Major <a href="#">7.03(18)</a></li> <li>Hotels and Lodging Facilities <a href="#">7.03(20)</a></li> <li>Indoor Recreational Business <a href="#">7.03(21)</a></li> <li>Industrial Tool and Equipment Sales, Rental, Service, Storage and Distribution</li> <li>K-12 Schools, Public or Private</li> <li>Mobile Food Court (Principal Use) <a href="#">7.03(27)</a></li> <li>Parking as a Principal Use <a href="#">7.03(34)</a></li> <li>Religious Institutions, Private Clubs, and Lodges (greater than 75 persons) <a href="#">7.03(39)</a></li> <li>Tobacco/Smoke Shop or Smoke Lounge <a href="#">7.03(44)</a></li> <li>Wholesale Sales/Retail</li> </ul>	<ul style="list-style-type: none"> <li>Accessory Buildings, Structures and Uses <a href="#">Section 8.03</a></li> <li>Drive-Through Facilities <a href="#">7.03(11)</a></li> <li>Home Occupation, Major <a href="#">7.03(18)</a></li> <li>Home Occupation, Minor <a href="#">7.03(18)</a></li> <li>Mobile Food Site (Accessory Use) <a href="#">7.03(28)</a></li> <li>Outdoor Dining and Seating <a href="#">7.03(31)</a></li> <li>Outdoor Sales and Display <a href="#">7.03(33)</a></li> </ul>

<ul style="list-style-type: none"> <li>Religious Institutions, Private Clubs, and Lodges (less than 75 persons) <a href="#">7.03(39)</a></li> <li>Research, Development and Testing Facilities</li> <li>Residential/Commercial Mixed-Use <a href="#">7.02(2)</a></li> <li>Restaurant</li> <li>Temporary Buildings and Uses <a href="#">7.03(43)</a></li> <li>Theater</li> <li>Townhomes, Attached One-Family Dwellings <a href="#">7.03(45)</a></li> <li>Tutoring and Instructional Services</li> <li>Veterinary Clinic or Animal Grooming <a href="#">7.03(46)</a></li> </ul>		
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The above list is a summary of Principal Permitted Uses, Special Land Uses, and Accessory Uses in the district. Uses provided with a section reference indicates uses that have specific use standards. Refer to [Article 2](#) for definitions of uses.

DIMENSION REGULATIONS			
Lot Standards		Minimum Setbacks	
Min. Lot Area	—	Front Yard	Minimum: 0 ft. Maximum: 10 ft.
Min. Lot Width	—	Side Yard (interior)	0 ft (where sharing party wall); 5 ft. otherwise
Max. Lot Coverage	—	Side Yard (street)	Minimum: 5 ft.
Max. Building Height (ft.)	45 ft.	Rear Yard	5 ft. (alley-loaded); 15 ft. otherwise
Max. Building Height (stories)	4		

- Footnotes to Dimensional Regulations.** The following supplemental standards apply to the MUI-2 dimensional regulations:
  - Any portion of a building within twenty (20) feet of a residentially-zoned property shall not exceed twenty-five (25) feet in height. Each additional story above twenty-five (25) feet (up to fifteen (15) feet in height per story) shall be further stepped back a distance of ten (10) feet from this setback line.
  - Townhome structures are further subject to the dimensional standards of [Section 7.03\(45\)](#). Where the dimensional/design standards of the MUI-1 district and the use-specific standards for townhomes conflict, the use-specific standards for townhomes shall take precedence.
  - Rear yard setbacks may be reduced to 10 feet where alley loaded, or adjacent to E. Heights Street or the I-696 service drive, with the exception of footnote A above.
- Design Standards.** The following design standards apply to buildings and sites within the MUI-1 districts.
  - Façade Design.**
    - Large expanses of highly reflective wall surface material, including mirrored glass on exterior walls, are prohibited.
    - Buildings with façades over 150 feet in length must incorporate wall projections or recesses, or changes in wall plane a minimum of 4 inches in depth a maximum of every 25 linear feet.
    - The ground floor of the front façade must maintain a minimum transparency of 30%, measured between 2 and 10 feet in height from grade.
    - Portions of the front façade at second floor or higher must maintain a minimum transparency of 15% of the wall area on each story.



(5) Only the following principal exterior wall building materials shall be permitted:

- (a) Rock face block, natural finish.
- (b) Solid brick or brick veneer.
- (c) Portland Cement Stucco, natural finish.
- (d) Decorative metal siding (up to 20% of total wall area)
- (e) Finished Concrete (up to 20% of total wall area).
- (f) Steel or painted wood windows and storefronts.
- (g) Cedar lap siding and shingles, painted or stained.
- (h) Painted wood trim.
- (i) Limestone and terra cotta for decorative elements and trim
- (j) Other principal materials which, at the determination of the Planning and Zoning Administrator, are compatible and consistent with the aforementioned materials in both appearance and quality.

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

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

**C. Entrance Design.**

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

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

## Section 7.03 Use-Specific Standards

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

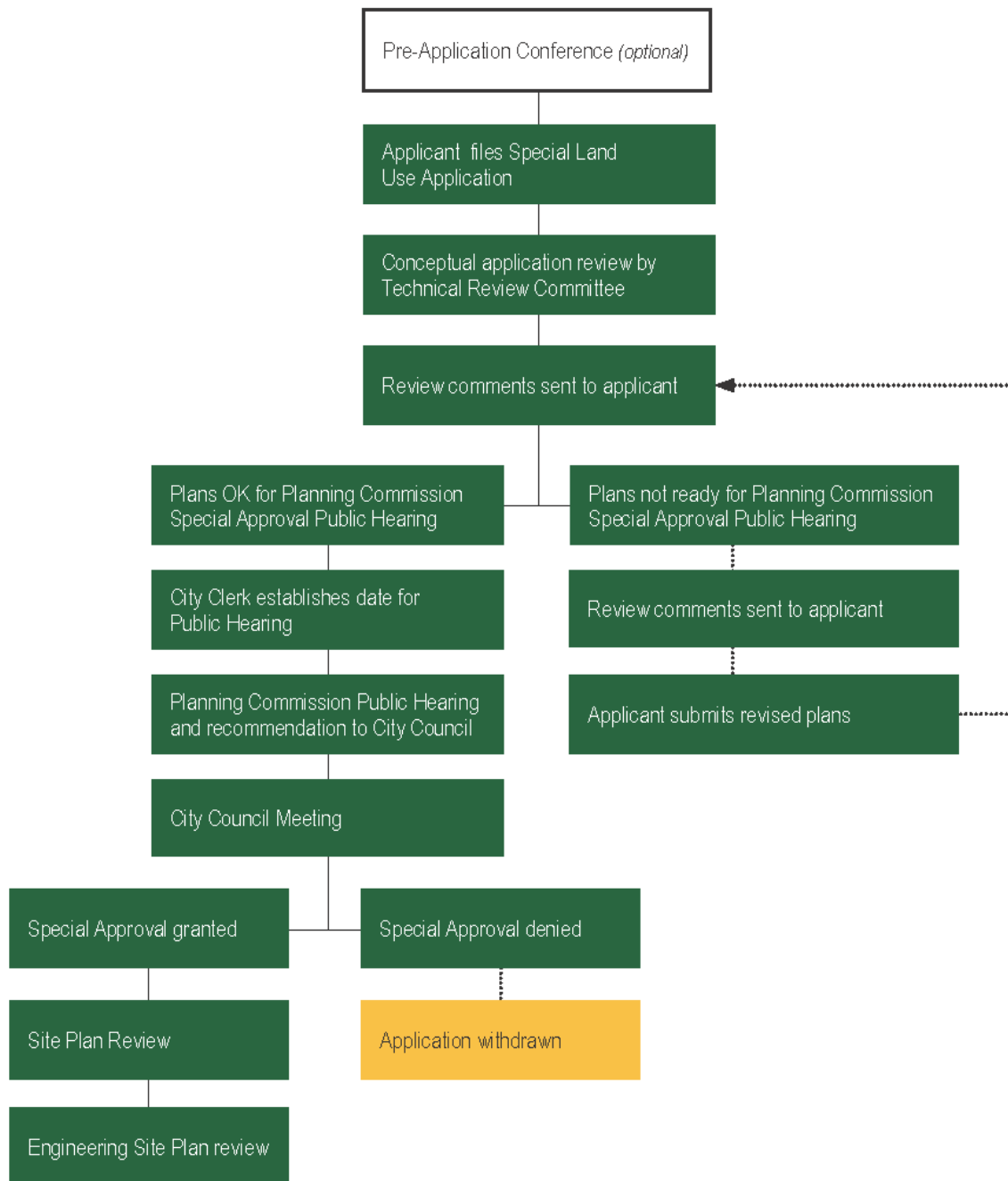
- A. **Residential Separation Buffer.** A twenty (20) foot buffer shall be provided between any portion of an auto repair/service facility (e.g., buildings, access drives, parking area) and the property line of a residentially-zoned or used parcel, screened and landscaped in accordance with **Section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

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

## Section 15.05 Special Land Use Review

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

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



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

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

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

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

## Section 15.06 Variances and Appeals

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



## NOTICE OF PUBLIC HEARING

Notice is hereby given that the Planning Commission for the City of Madison Heights will hold a public hearing on **Tuesday, July 15<sup>th</sup>, 2025 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 25-03 – 205 W. Lincoln Ave. Ste. A.

The applicant, Haythum Musleh, 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 (vehicle wrapping) business at 205 W. Lincoln Ave. (PIN 44-25-23-431-016). The property is approximately 0.32 acres in size and is zoned MUI-1, Mixed-Use Innovation 1.

The applications and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at [www.madison-heights.org](http://www.madison-heights.org) in the Agenda Center.

If you are unable to attend the meeting, you can send your comments via email to: [MattLonnerstater@madison-heights.org](mailto:MattLonnerstater@madison-heights.org) and your comment will be read into the record at the meeting. Written comments may also be mailed prior to the meeting to 300 West Thirteen Mile Road, Madison Heights, Michigan, 48071. All comments will be heard at the meeting.

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

*Madison Park News*

*June 25<sup>th</sup>, 2025*



## MEMORANDUM

Date: July 2<sup>nd</sup>, 2025

To: City of Madison Heights Planning Commission [July 15<sup>th</sup>, 2025 Meeting]

From: Matt Lonnerstater, AICP – City Planner

Subject: Major Site Plan PSPP 25-11– 28220 John R Road – Dental and Medical Office  
[Plan Date 6/10/25]

### TEMPLATE MOTION AND FINDINGS INCLUDED ON PAGE 12

#### Introduction

The applicant, Iden Kalabat on behalf of the prospective tenant Dr. Jonathan Miller, requests Major Site Plan approval from the Planning Commission under **Section 15.04** of the Madison Heights Zoning Ordinance to construct a new 9,536 sq. ft. multi-tenant dental and medical office building. The subject site is located at 28220 John R Road, tax parcels # 44-25-13-106-010 and -011, zoned B-2, Community Business. The property is located on the east side of John R between Gardenia and 12 Mile Road.

The property is currently improved with a vacant restaurant building, formerly occupied by McDonald's, which is proposed to be torn down to accommodate the new development.

While medical offices are permitted by right in the B-2 district, Planning Commission review and approval is required under Section 15.04.D(2) for non-residential developments exceeding 7,500 gross square feet that abut single-family-zoned or used property.

#### Project Details

The proposed development consists of a new a 9,536 square foot medical office building and associated parking lot, landscaping and screening, stormwater system, pedestrian connections, and a dumpster enclosure. The medical building is proposed to be divided into two (2) tenant spaces: a 4,500 square-foot dental office is proposed for the southern tenant space, while the 5,000 square-foot northern space will be developed as a shell for a future medical-related tenant.

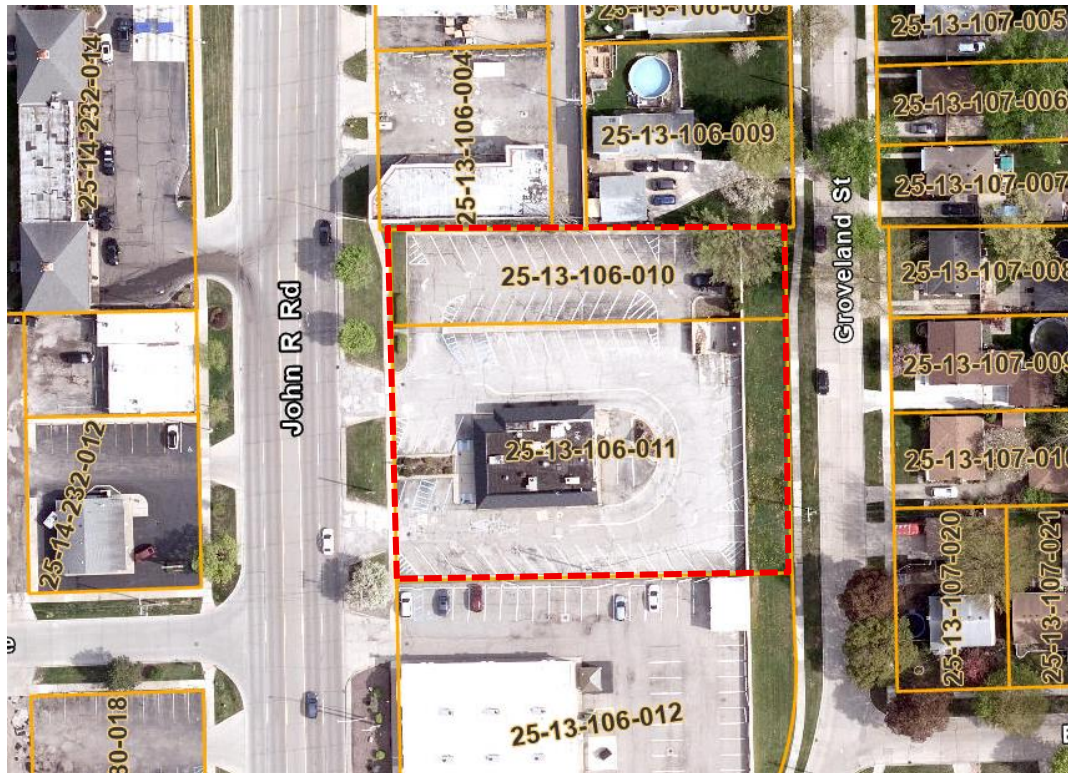
#### *Development Rendering from Site Plan Submittal*



### Site Details and History

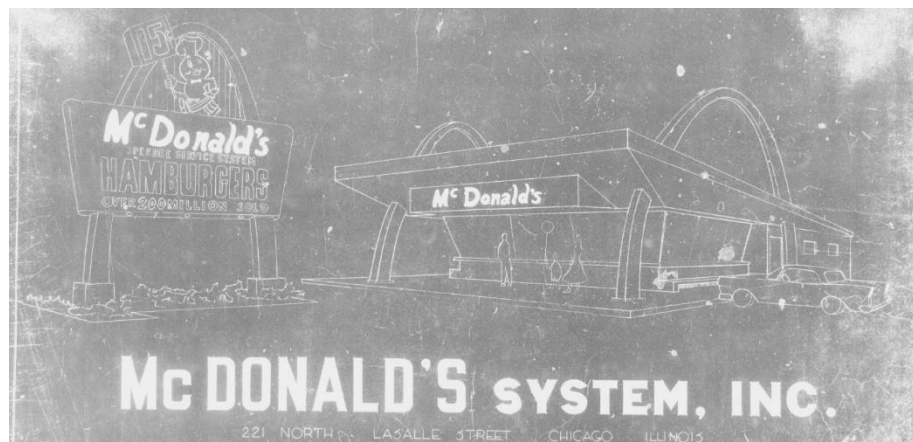
The subject property is composed of two separate parcels totaling approximately 1.07 acres in size. The southern parcel is improved with the vacant McDonald's structure and associated parking while the northern parcel is improved with an extension of the McDonald's parking lot. The two parcels will need to be combined as part of the development process. Both parcels have double-frontage along John R and Groveland St., but vehicular and pedestrian access has historically only been provided from John R.

#### **28220 John R Road – Aerial Image – Existing Conditions**



Per historic city records, the original building was constructed in 1960 as a McDonald's "Drive-In". (Refer to the historic renderings, below, from the City's records). Based on files found within the building department, building modifications were made in 1971 (front addition), 1981 (drive-through addition), 1986 (rear addition), 1990 (additional parking spaces on the northern parcel), and 1996 (playplace addition). The McDonald's closed for business in 2021 and has sat vacant since.

#### **Renderings submitted with the original John R Road McDonald's site plan submittal (1959).**





**Streetview Images – Existing Vacant McDonald's Site (2025)****Adjacent Zoning and Uses**

The subject property abuts commercial properties to the north and south and residential properties to the northeast and west. Refer to the table below for information on adjacent land uses and zoning.

	<b>Existing Land Use</b>	<b>Existing Zoning</b>
<b>Site</b>	Commercial (vacant restaurant)	B-2, Community Business
<b>Northwest</b>	Commercial (gym)	B-2, Community Business
<b>Northeast</b>	One-family residential	R-3, One-Family Residential
<b>South</b>	Medical Office	B-2, Community Business
<b>East (across Groveland)</b>	One-family residential	R-3, One-Family Residential
<b>West (across John R)</b>	Office/Veterinarian	B-2, Community Business

**Zoning Standards and Site Plan Review Process**

The site is zoned B-2, Community Business. Medical office uses are permitted by-right in the B-2 district, subject to the general design standards for commercial buildings (Section 7.02) and other general zoning requirements.

While most site plans for “by-right” uses are reviewed and approved by staff and/or the Technical Review Committee (TRC), **Section 15.04.3(D) – Major Site Plans** – lists several scenarios where Planning Commission approval is required; per this section, Planning Commission review and approval is required for non-residential developments exceeding 7,500 gross square feet that abut single-family-zoned or used property. As the building exceeds 7,500 square feet and the property directly abuts single-family property, Planning Commission review and approval is required.

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

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

- A. All application and site plan review submittal criteria have been met.*
- B. The site plan is in full conformance with all applicable Zoning Ordinance requirements.*
- C. The location of development features, including principal and accessory buildings, open spaces, parking areas, driveways, and sidewalks minimize possible adverse impacts on adjacent properties and promote pedestrian and vehicular traffic safety.*
- D. On-site and off-site circulation of both vehicular, non-motorized and pedestrian traffic will achieve both safety and convenience of persons and vehicles using the site, including emergency access vehicles.*

- E. *Landscaping, earth berms, fencing, signs, and obscuring walls are of such a design and location that the proposed development's impact on existing and future uses in the immediate area and vicinity and on residents and occupants is minimized and harmonious.*
- F. *Utility service, including proposed water, sanitary sewer and the development and the recommendation of the city's consulting engineer. Approvals required from any state or county department having jurisdiction, such as the department of health, drain commission or road commission, are a prerequisite or condition to approval.*
- G. *Notwithstanding any other provisions of the Zoning Ordinance, the city may require as a condition of site plan approval, landscaping, berms, fencing, walls, drives or other appurtenances as necessary to promote the health, safety, and welfare of the community and achieve compliance with the standards of the Zoning Ordinance.*
- H. *Compliance with groundwater and surface water protection standards.*

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

#### Dimensional Standards/Schedule of Regulations

Dimensional Standard	Required	Proposed	Conforming?
<b>Setbacks (Min.)</b>			
Front (John R)	10 ft.	10 ft.	Yes
Front (Groveland)	10 ft.	141 ft.	Yes
Side (One)	10 ft.	17.5 ft.	Yes
Side (Total)	20 ft.	79 ft.	Yes
<b>Building Height (Max.)</b>	40 ft.	22 ft. 5 in.	Yes
<b>Lot Coverage (Max.)</b>	N/A	20.5%	Yes

Dimensional standards for the B-2 district are contained in **Section 4.02**. The property has double-frontage on John R Road and Groveland Street; the Zoning Ordinance treats both as front yards for setback purposes. The building is placed towards the front of the property, contributing to the John R Road streetwall, with parking located to the side and rear. The proposed building satisfies all general dimensional requirements.

*Comments: None*

#### Vehicular Access and Circulation

Vehicular access and circulation standards are contained in **Article 10**. A single 24 ft.-wide driveway is proposed off John R Road, located south of the medical building. This portion of John R Road is under the jurisdiction of the City of Madison Heights. Details of the driveway approach within the right-of-way will need to meet Madison Heights engineering standards and will be confirmed during engineering review. Drive aisle widths and dimensions satisfy Zoning Ordinance standards.

*Comments: None*

#### Pedestrian Access and Circulation

Pedestrian access and circulation standards are contained in **Section 10.10**. A 5 ft.-wide sidewalk is proposed connecting the sidewalk along John R Road to the main building entrances on the east side of the building. The sidewalk widens to 7 ft. adjacent to parking spaces to adequately account for vehicle overhang. Pedestrian access and circulation design satisfies Zoning Ordinance standards.

*Comments: None*

### Vehicular and Bicycle Parking

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

Proposed Use	Parking Type	Parking Calculation	Minimum Parking	Maximum Parking	Proposed Parking
Medical Office	<b>Vehicle</b>	1 per 300 sq. ft. usable floor area (UFA)	7,152 sq. ft. UFA = 24 spaces	130% of minimum = 31 spaces	<b>69 spaces</b> (222% of maximum)
	<b>Bicycle</b>	4 spaces minimum	4 spaces	--	<b>4 spaces (2 racks)</b>

A total of sixty-nine (69) parking spaces are proposed, including three (3) ADA-accessible spaces. (Staff notes that the site plan, Sheet C3.0, incorrectly denotes 67 parking spaces). Parking space dimensions satisfy ordinance requirements.

Maximum parking calculations are contained in Section 10.04, which sets a maximum parking amount of 130% of the minimum. In this case, the maximum parking amount is 31 spaces. At 69 proposed spaces, the site plan exceeds the 130% maximum. Per Section 10.04.2, the Planning Commission, “*may permit additional parking over and above the maximum parking if the applicant proposes low-impact development techniques such as permeable pavement, rain gardens, bioswales, or other methods that are satisfactory to the Planning Commission.*”

The Landscape Plan, Sheet L1.0, denotes stormwater rain gardens within the greenbelt along the south and east property lines, with a note stating that details will be provided during engineering review. If desired, the Planning Commission may request additional information regarding the proposed rain gardens. Conversely, the Planning Commission may permit review of rain garden details by the Technical Review Committee (TRC).

Two (2) bicycle racks are proposed at the northeast corner of the building. However, details of the racks have not been provided. Per Section 10.07.4, all bicycle parking racks shall be of the inverted “U” design that is permanently affixed to the paved surface. Alternative installations and designs may be considered if it functions in a similar manner to the inverted “U” design.

*Comments: 1) Denote the correct number of parking spaces (69); 2) The Planning Commission may request additional information regarding proposed stormwater rain gardens or refer the review to the Technical Review Committee; and 3) Provide details of proposed bicycle racks.*

### Landscaping and Screening

Landscaping requirements are contained in **Article 11** of the Zoning Ordinance. As this is a new ground-up development, all landscaping standards apply. The applicant has submitted a Landscape Plan which has been reviewed against the landscaping standards, summarized below:

Landscaping Type	Calculation/Standard	Required Landscaping	Proposed Landscaping & Notes
<b>Transitional Landscaping</b> [Buffers/screening between land uses]	Where property directly abuts Residential: Min. 6 ft. tall screen wall within 5 ft.-wide greenbelt.	Northeast property line: Min. 6 ft. tall screen wall within 5 ft. greenbelt	Existing screen wall to remain; details needed. Greenbelt not provided. See comments below

Landscaping Type	Calculation/Standard	Required Landscaping	Proposed Landscaping & Notes
<b>Frontage Landscaping</b> [Landscaping in front yard areas]	1 deciduous/evergreen tree per 40 ft. road frontage (excluding driveway). + 1 ornamental tree per 100 ft. of road frontage (excluding driveway). + 1 shrub per 5 ft of road frontage.	John R Frontage: 181 ft. road frontage (excluding driveway) = 5 deciduous/evergreen trees + 2 ornamental trees + 37 shrubs	Frontage landscaping adjacent to John R not shown. See comments below
<b>Parking Lot Landscaping</b> [Landscaping within and around perimeter of parking lots]	<u>Interior Landscaping:</u> 5 sq. ft. of landscaping per parking space. 1 deciduous tree per 100 sq. ft. of required landscaping.	<u>Interior Landscaping:</u> 69 spaces = 345 sq. ft. landscape area = 4 trees.	<u>Interior Landscaping</u> 335 sq. ft. of landscape area and 4 trees. Need to adjust for 69 parking spaces.
	<u>Right of Way Landscaping:</u> <i>Screen wall/decorative fence or heavy landscaping between parking lot and all rights of way.</i>	<u>Right of Way Landscaping:</u> <i>Screen wall/decorative fence or heavy landscaping along east property line (adjacent to Dartmouth) and between parking spaces and John R Rd.</i>	<u>Right of Way Landscaping</u> <i>6 ft. -tall screen wall adjacent to Groveland; nothing shown adjacent to John R.</i>
	<u>Perimeter Landscaping:</u> Adjacent to non-residential uses: Same calculation as Frontage Landscaping, above  Adjacent to residential: screen wall within 5 ft. wide greenbelt	<u>Perimeter Landscaping:</u> <b>South property line:</b> 170 ft length = 2 deciduous/evergreen trees + 2 ornamental trees + 34 shrubs within 5 ft.-wide greenbelt  <b>North property line:</b> screen wall greenbelt	<u>Perimeter Landscaping:</u> <b>South property line:</b> 5 ft. greenbelt provided, but landscaping not shown. Rain garden(s) proposed.  <b>North property line:</b> Existing screen wall to remain; details needed. No greenbelt provided.
<b>Interior Landscaping</b> [Additional landscaping interior to the site]	Landscape area shall comprise 5% of total impervious area.  1 deciduous tree per 400 sq. ft. landscape area. + 2 shrubs per 400 sq. ft. landscape area	<b>1,830</b> sq. ft interior landscape area = 5 deciduous trees + 10 shrubs.	1,830 sq. ft. interior landscape area provided, including 5 deciduous trees + 26 shrubs. (Foundation plantings on east side of building may count toward interior shrub requirements).
<b>Building Foundation Landscaping</b> [Smaller plantings at the base of building walls]	Mixtures of shrubs, hedges, ornamental trees within 5 ft. wide beds adjacent to building.	5 ft. wide foundation planting beds on east and west side of building.	Provided on east side of building adjacent to parking lot, but not west side adjacent to John R.

**Transitional Landscaping:** Transitional landscape screening is required between the parking lot and the adjacent residential property to the northeast. Perimeter parking lot landscaping may be used to satisfy this requirement. The applicant intends to re-utilize the existing screen wall located along the north-eastern property line. However, details will need to be provided to staff to ensure that the wall is a minimum 6 feet tall and is in good condition. Further, a 5 ft-wide greenbelt is not provided in this location. The Planning Commission may waive the greenbelt requirement in accordance with Section 11.11.

**Frontage Landscaping:** Frontage landscaping is required between the building and the John R Road right-of-way. Parking lot right-of-way landscaping may be used to count toward this requirement, and vice versa. Frontage landscaping is not shown along John R Road.

A 6 ft. tall masonry screen wall is proposed along Groveland Avenue, which also serves as parking lot right-of-way screening.

**Parking Lot Landscaping:** The Zoning Ordinance requires that a curbed landscape island be provided for every 15 uninterrupted parking spaces. The site plan complies with this standard.

- Interior Parking Lot Landscaping: The landscaping plan needs to be revised to account for 69 parking spaces instead of 67 spaces.
- Right of Way Landscaping: A 6 ft. tall masonry screen wall is proposed along Groveland Avenue, which also serves as frontage screening. The screen wall will need to be extended around the northeast and southeast corners of the property to connect with adjacent screen walls. Landscaping will need to be provided between John R Road and the parking space in the southwest corner of the site.
- Perimeter Parking Lot Landscaping: Landscaping shall be provided in the south greenbelt in accordance with perimeter landscaping requirements. Landscaping will need to be coordinated with the design of the proposed rain garden(s).

The applicant intends to re-utilize the existing screen wall located along the north-eastern property line. However, details will need to be provided to staff to ensure that the wall is a minimum 6 feet tall. Further, a 5 ft-wide greenbelt is not provided in this location.

The Planning Commission may waive these greenbelt and/or planting requirements in accordance with Section 11.11.

**Interior Landscaping:** Interior landscaping requirements have been met.

**Building Foundation Landscaping:** Adequate building foundation landscaping has been provided along the base of the east side of the building, but none is shown on the west side adjacent to John R, as required. Foundation landscaping may count toward interior landscaping.

**General Landscape Plan Comment:** There are discrepancies between the Landscaping Requirement table and the Plant Material List table. Both will need to be revised to ensure consistency and updated to include additional required plantings.

*Comments: 1) Provide details, including height, materials, and condition of existing screen wall along northern property line; 2) Extend new screen wall adjacent to Groveland around the northeast and southeast property corners to connect with existing screen walls; 3) Provide right-of-way screening between John R Road and the parking space in the southwest corner of the site; 4) Provide 5 ft. greenbelt between the parking lot and northern property line or seek Planning Commission waiver; 5) Provide frontage landscaping between building and John R; 6) Adjust interior parking lot landscaping calculation to account for 69 parking spaces rather than 67; 7) Provide perimeter landscaping within southern*



greenbelt and coordinate with design of proposed rain garden(s) or seek Planning Commission waiver; 8) Provide building foundation landscaping along base of west side of building; and 8) Ensure consistency between Landscaping Requirement and Plant Material List tables.

### Exterior Lighting

Exterior lighting requirements are contained in **Section 8.04**. The applicant has submitted a Photometric Plan and lighting details on Sheet C6.0. Wall-mounted lighting is proposed, and four (4) new LED light poles are proposed within the parking lot area. Light pole heights and photometric readings satisfy ordinance standards. The light fixtures shall feature cut-off shields to ensure that light does not project above a 90-degree horizontal plane.

*Comments: The light fixtures on the light poles shall feature cut-off shields to ensure that light does not project above a 90-degree horizontal plane.*

### Stormwater

An underground stormwater detention system and a pre-treatment structure are proposed within the parking lot. The details of the structures, their locations, and stormwater calculations location will be confirmed as part of final Engineering Review.

To offset additional parking spaces, the landscape plan denotes stormwater rain gardens within the greenbelt along the south and east property lines, with a note stating that details will be provided during engineering review. If desired, the Planning Commission may request additional information regarding the proposed rain gardens. Conversely, the Planning Commission may permit review of rain garden details by the Technical Review Committee (TRC).

*Comments: The Planning Commission may request additional information regarding proposed stormwater rain gardens or refer the review to the Technical Review Committee.*

### Commercial Design Standards

Medical office buildings within the B-2 zoning district are subject to the general design standards for commercial buildings contained within **Section 7.02**, summarized below. The applicant has provided building elevations.

- **Building Façade Materials:** At least 75% of the street-facing façade and primary façade shall incorporate high-quality materials (e.g. brick, stone, wood siding, etc.).

*Comment: Both the east (parking-lot facing) and west (street-facing) facades feature a combination of brick, architectural metal paneling, and storefront glass. This standard is met.*

- **Articulation:** Each primary or street-facing façade greater than 100 feet in length shall incorporate wall-plane recesses, offsets, projections, or other building material treatments that visually interrupt the wall plane.

*Comment: Both the east (parking-lot-facing) and west (street-facing) facades feature building material changes and varying roof lines/heights that correlate with building material. Further, metal awnings are provided to break up the vertical building plane. This standard is met.*

- **Transparency:** The ground floor of a primary façade and all facades facing a street shall maintain a minimum transparency of 30% measured between 2 and 10 feet from grade. Mirrored or opaque glass shall not count towards the minimum transparency requirement.

*Comment: A significant portion of the east and west façade is composed of glass storefront systems. This glass shall remain clear/transparent to satisfy ordinance standards.*

*Comments: Building plans, when submitted, shall denote clear glass within the aluminum frame storefront areas to satisfy transparency requirements.*

### **Dumpster Enclosures**

One (1) brick/fiber-cement dumpster enclosure with a decorative metal gate is proposed in the southeast corner of the site. A concrete pad is proposed in front of the enclosure per Zoning Ordinance standards.

*Comments: None*

### **Signs**

While signs are reviewed under a separate sign permitting process, staff notes that an incorrect/outdated wall sign standard is noted on the west building elevation on Sheet A-5. This incorrect standard should be removed on the updated plan submittal.

*Comments: Remove the outdated wall sign standard on sheet A-5.*

### **Staff Analysis**

Medical office uses are permitted by right within the B-2 district. Therefore, unlike a Special Land Use review, the Planning Commission's review of this site plan needs to be more objective in nature, focusing on whether or not the project satisfies the dimensional, site design, and architectural standards of the Zoning Ordinance. Staff is supportive of the project in that it redevelops an outdated commercial building that has been vacant for at least four years.

### **Technical Review Committee (TRC) Comments**

The TRC reviewed the site plan at their July 2<sup>nd</sup>, 2025 meeting. In addition to the comments highlighted throughout this report, the TRC had the following additional comments/suggestions which should be incorporated as conditions of approval:

- Coordinate with the Madison Heights Fire Department to ensure that the fire truck turning movement template on Sheet C3.2 accommodates the largest truck operated by the fire department.
- If the existing sanitary line is to be re-utilized for the development, coordinate with the Department of Public Services (DPS) and the City Engineer to discuss televising/clean-out requirements.

### **Waivers**

Per Section 11.11 The Planning Commission has the ability to waive the following landscaping deficiencies if it finds that the site design has conditions which offer sufficient screening and/or the arrangement, design, and orientation of the building on site maximizes privacy and isolates adjacent and nearby land uses from any potential negative impacts of the project:

- Transitional Landscaping/Perimeter Parking Lot Screening: 5 ft. greenbelt along northern property line between the parking lot and the northern property line.
- Perimeter Parking Lot Screening: Landscaping within greenbelt along southern property line

### Conditions of Approval

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

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

1. The following site plan modifications shall be included on a revised site plan, which shall be submitted to the Community and Economic Development (CED) Department for final review and approval by the Technical Review Committee (TRC):
  - a. Provide additional information, details, and specifications regarding the design of the proposed stormwater rain gardens, required for parking that exceeds maximum standards.
  - b. Denote the correct number of parking spaces on all relevant sheets (69).
  - c. Provide details, including height, materials, and condition of the existing screen wall along the northern property line.
  - d. Extend the new screen wall adjacent to Groveland Street around the northeast and southeast property corners of the property to connect with existing screen walls.
  - e. Provide right-of-way screening between John R Road and the parking space in the southwest corner of the site.
  - f. [Disregard if PC waiver is granted]. Provide a 5 ft.-wide greenbelt between the parking lot and the northern property line.
  - g. Provide frontage landscaping between the building and John R Road.
  - h. Adjust the interior parking lot landscaping calculation to account for 69 parking spaces rather than 67.
  - i. [Disregard if PC waiver is granted]. Provide perimeter landscaping within the southern greenbelt and coordinate with the design of the proposed rain garden(s).
  - j. Provide building foundation landscaping along the base of the west side of building.
  - k. Ensure consistency between the Landscaping Requirement and Plant Material List tables.
  - l. The light fixtures on the light poles shall feature cut-off shields to ensure that light does not project above a 90-degree horizontal plane.
  - m. Building plans, when submitted, shall denote clear glass within the aluminum frame storefront areas to satisfy transparency requirements.
  - n. Remove the outdated wall sign standard on sheet A-5.
  - o. Coordinate with the Madison Heights Fire Department to ensure that the fire truck turning movement template on Sheet C3.2 accommodates the largest truck operated by the fire department.

- p. If the existing sanitary line is to be re-utilized for the development, coordinate with the Department of Public Services (DPS) and the City Engineer to discuss televising/clean-out requirements.
2. Following the approval of a revised site plan by the Technical Review Committee and the Community and Economic Development Department, the applicant shall submit for Final Engineering Plan review and the Site Plan Guarantee deposit in accordance with Section 15.04.
3. Prior to the issuance of any building permits related to the ground-up development of the site, the applicant shall apply for a parcel combination with the Community and Economic Development (CED) Department.

### Next Step

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

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

### Attachments

- **Major Site Plan application - PSPR #25-02**
- **Proposed Site Plan – PSPR# 25-02**
- **Associated Maps**
- **Section 3.15 – B-2 Community Business District**
- **Section 15.04 – Site Plan Review**

### Template Motion, Findings and Conditions

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

MOTION BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, THAT, FOLLOWING DISCUSSION, THE PLANNING COMMISSION HEREBY **APPROVES** MAJOR SITE PLAN REQUEST NUMBER PSPR 25-02 FOR A MULTI-TENANT MEDICAL OFFICE BUILDING AT 28220 JOHN R ROAD BASED UPON THE FOLLOWING FINDINGS

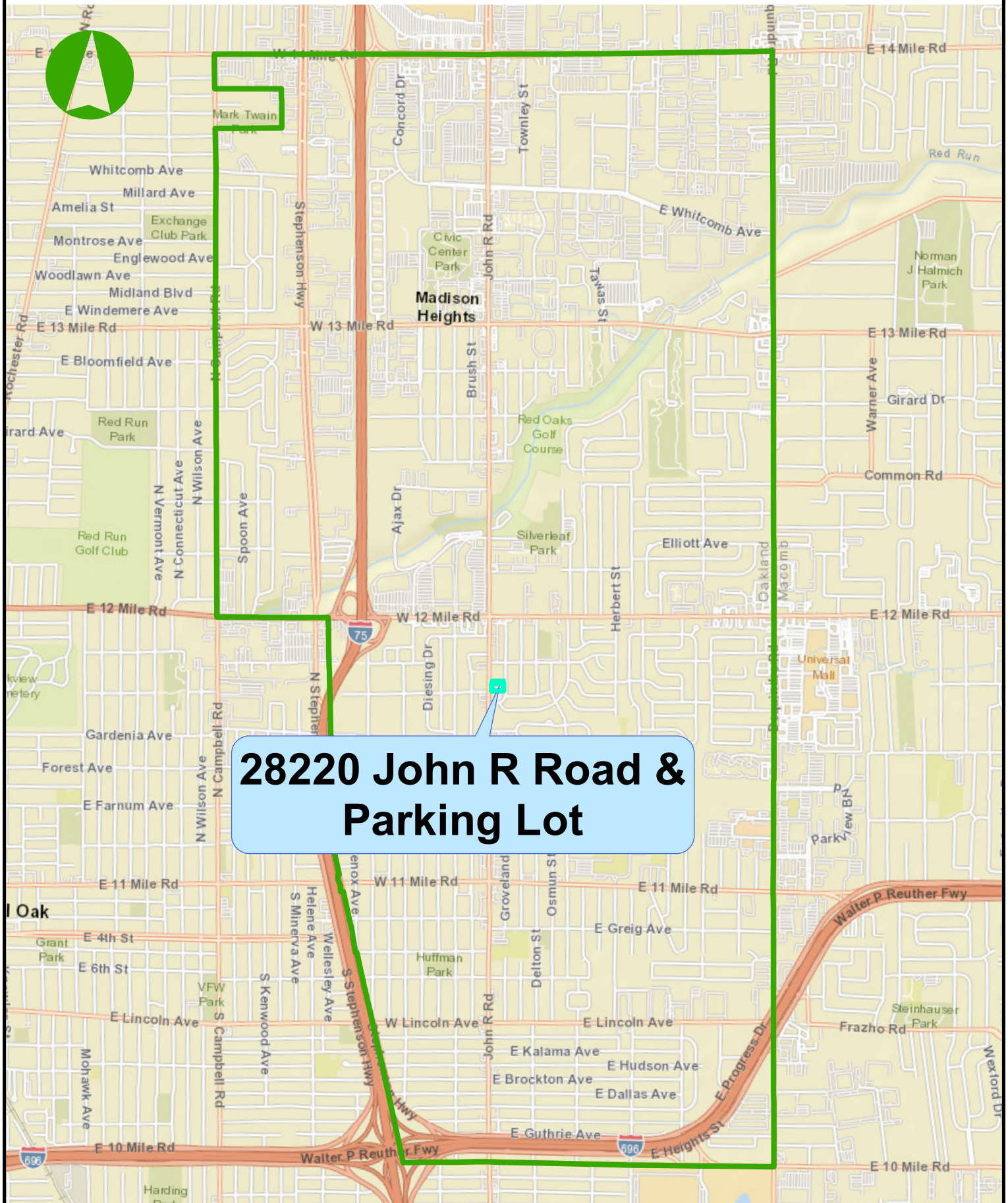
1. The applicant requests Major Site Plan approval to redevelop a vacant commercial property into an approximately 10,000 square-foot multi-tenant medical office building, as permitted as a by right use within the B-2 zoning district.
2. Contingent upon several conditions, the proposed Major Site Plan is consistent with the site plan review standards and criteria set forth in Section 15.04.5 of the Zoning Ordinance. In particular:
  - a. The site plan is in substantial compliance with applicable site design standards contained in the Zoning Ordinance.
  - b. The location of development features, including principal and accessory buildings, open spaces, parking areas, driveways, and sidewalks minimize possible adverse impacts on adjacent properties and promote pedestrian and vehicular traffic safety.
  - c. On-site and off-site circulation of both vehicular, non-motorized and pedestrian traffic will achieve both safety and convenience of persons and vehicles using the site, including emergency vehicle access.
  - d. With modifications, proposed landscaping is of such a design and location that the proposed development's impact on existing and future uses in the immediate area and vicinity and on residents and occupants is minimized and harmonious.

#### APPROVAL IS GRANTED WITH THE **FOLLOWING CONDITIONS:**

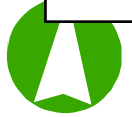
1. *[IF SO DESIRED]* As permitted by and in compliance with Section 11.11, the Planning Commission hereby waives the following landscape screening standards:
  - a. Transitional Landscaping/Perimeter Parking Lot Landscaping: The 5 ft. greenbelt requirement along the northern property line between the parking lot and the northern property line is waived, contingent upon the maintenance of the existing masonry screen wall.
  - b. Perimeter Parking Lot Landscaping: The required perimeter landscape plantings within the greenbelt along southern property line is waived, contingent upon the submittal of a rain garden design acceptable to the Technical Review Committee.
2. The following site plan modifications shall be included on a revised site plan, which shall be submitted to the Community and Economic Development (CED) Department for final review and approval by the Technical Review Committee (TRC):
  - a. Provide additional information, details, and specifications regarding the design of the proposed stormwater rain gardens, required for parking that exceeds maximum standards.
  - b. Denote the correct number of parking spaces (69) on all relevant sheets.

- c. Provide details, including height, materials, and condition of the existing screen wall along the northern property line.
  - d. Extend the new screen wall adjacent to Groveland Street around the northeast and southeast property corners of the property to connect with existing screen walls.
  - e. Provide right-of-way screening between John R Road and the parking space in the southwest corner of the site
  - f. *[Disregard if PC waiver is granted]*. Provide a 5 ft.-wide greenbelt between the parking lot and the northern property line.
  - g. Provide frontage landscaping between the building and John R Road.
  - h. Adjust the interior parking lot landscaping calculation to account for 69 parking spaces rather than 67.
  - i. *[Disregard if PC waiver is granted]*. Provide perimeter landscaping within the southern greenbelt and coordinate with the design of the proposed rain garden(s).
  - j. Provide building foundation landscaping along the base of the west side of building.
  - k. Ensure consistency between the Landscaping Requirement and Plant Material List tables.
  - l. The light fixtures on the light poles shall feature cut-off shields to ensure that light does not project above a 90-degree horizontal plane.
  - m. Building plans, when submitted, shall denote clear glass within the aluminum frame storefront areas to satisfy transparency requirements.
  - n. Remove the outdated wall sign standard on sheet A-5.
  - o. Coordinate with the Madison Heights Fire Department to ensure that the fire truck turning movement template on Sheet C3.2 accommodates the largest truck operated by the fire department.
  - p. If the existing sanitary line is to be re-utilized for the development, coordinate with the Department of Public Services (DPS) and the City Engineer to discuss televising/clean-out requirements.
3. Following the approval of a revised Major Site Plan by the Technical Review Committee and the CED Department, the applicant shall submit for Final Engineering Plan review and the Site Plan Guarantee deposit in accordance with Section 15.04.
4. Prior to the issuance of any building permits related to the ground-up development of the site, the applicant shall apply for a parcel combination with the CED Department.







# Site Address: 28220 John R Road



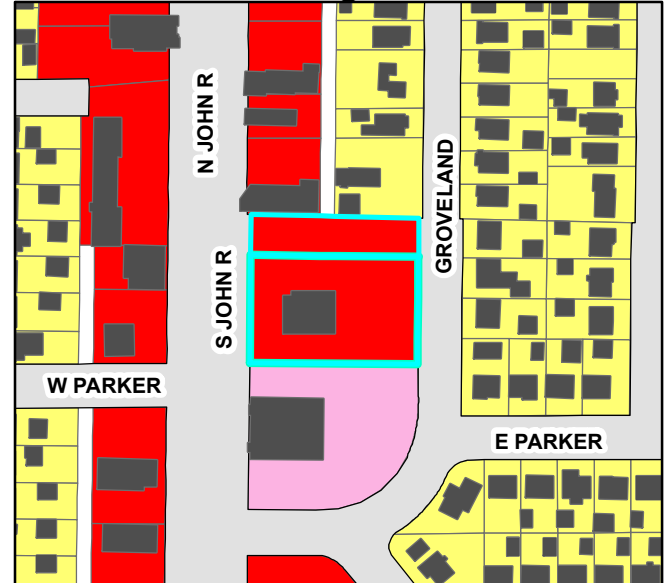
[Click for map](#)





Aerial



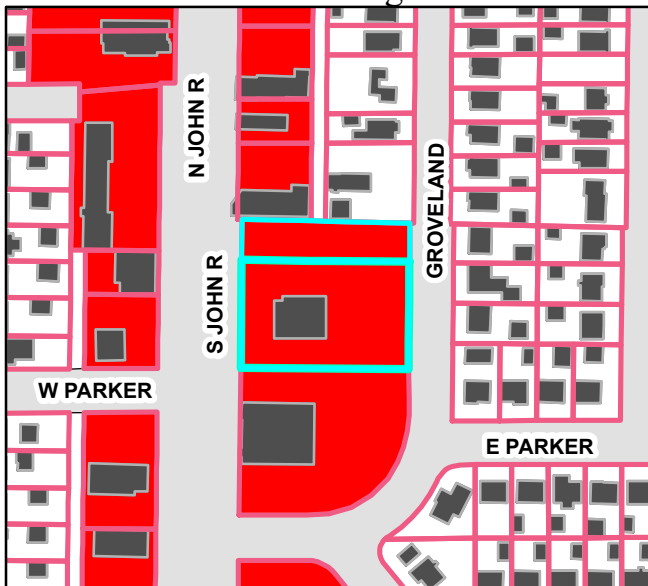
 28220 John R Road & Parking Lot  
 Parcels

Existing Land Use



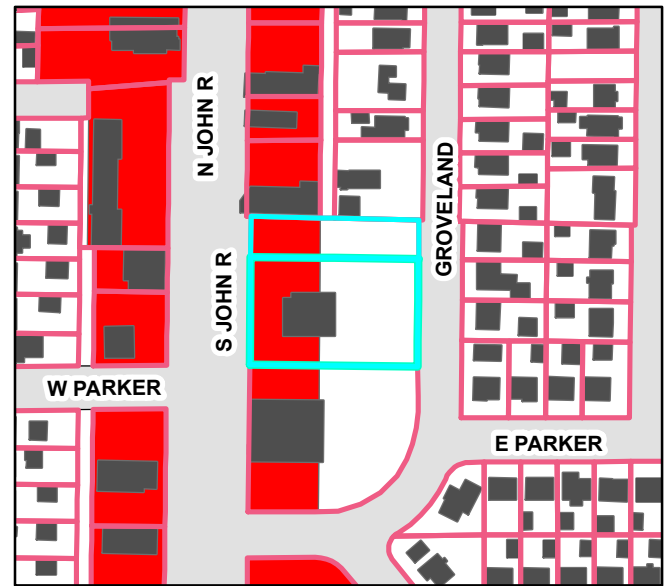
 28220 John R Road & Parking Lot  
 Commercial  
 Office  
 Single and Two Family





Zoning



 28220 John R Road & Parking Lot  
 Parcels  
 R-3 Residential  
 B-2 Community Business

Future Land Use



 28220 John R Road & Parking Lot  
 Single Family  
 Commercial  
 Parcels





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

**I. APPLICANT INFORMATION**

Applicant Iden Kalabat

Applicant Address [REDACTED]

City [REDACTED] State MI ZIP [REDACTED]

Interest in Property (owner, tenant, option, etc.) Civil Engineer

Contact Person Iden Kalabat

Telephone Number [REDACTED] Email Address [REDACTED]

**II. PROPERTY INFORMATION**

Property Address 28220 John R. Rd, Madison Heights, MI 48071

Tax ID 44-25-13-106-010/011 Zoning District B-2

Owner Name (if different than applicant) 28220 John R LLC

Address [REDACTED]

City [REDACTED] State MI Zip [REDACTED]

Telephone Number [REDACTED] Email Address [REDACTED]

**III. CONSULTANT INFORMATION (IF APPLICABLE)**

Name [REDACTED] Company [REDACTED]

Address [REDACTED]

City [REDACTED] State [REDACTED] Zip [REDACTED]

Telephone Number [REDACTED] Email Address [REDACTED]

## MAJOR SITE PLAN REVIEW APPLICATION

## IV. PROJECT NAME

DENTAL OFFICE DEVELOPMENT

## V. PROJECT DESCRIPTION AND SCOPE OF WORK

Re-develop existing restaurant property (McDonald's) into a new Dental Office Building.

## VI. APPLICANT CERTIFICATION

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

Printed Name Iden Kalabat Signature [Signature] Date 06/10/25

## VII. PROPERTY OWNER CERTIFICATION

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

Printed Name Jonathan Miller Signature [Signature] Date 06/10/25

## Notary for Property Owner:

Subscribed and sworn before me, this 19 day of June, 2025.

A Notary Public in and for Oakland County, Michigan.

Notary Name (Print): Ashley Decelles

Notary Signature: [Signature]

My Commission Expires: 8/29/28

## Notary Stamp

ASHLEY DECELLES  
NOTARY PUBLIC - MICHIGAN  
COUNTY OF WAYNE  
ACTING IN THE COUNTY OF Oakland  
MY COMMISSION EXPIRES AUG. 02, 2028

## STAFF USE ONLY

[DO NOT ACCEPT INCOMPLETE APPLICATIONS]

FILING FEE: \$850

- Technical Review Committee Review
  - Residential (Multi-Family): \$700
  - Non-Residential: \$850
- Planning Commission Review: \$1,000

SITE PLAN NO.: PSPR # 25-0011DATE APPLICATION RECEIVED: 6/16/25RECEIVED BY: AE

# DENTAL OFFICE DEVELOPMENT

## SITE PLAN APPROVAL

PREPARED FOR  
**JONATHAN MILLER**



### SHEET INDEX

SHEET NO.	SHEET TITLE
C0.0	TITLE SHEET
C0.1	GENERAL NOTES & LEGENDS
I	TOPOGRAPHIC AND BOUNDARY SURVEY PLAN
A-1	PROPOSED BUILDING FLOOR PLAN
A-2	PROPOSED DETAIL OFFICE FLOOR PLAN
A-3	PROPOSED TENANT FLOOR PLAN
A-4	PROPOSED EXTERIOR ELEVATION
A-5	PROPOSED EXTERIOR ELEVATION
C1.0	SOIL EROSION AND SEDIMENT CONTROL PLAN
C1.1	WRIC SECC DETAILS
C2.0	DEMOLITION PLAN
C3.0	SITE PLAN
C3.1	SITE DETAILS
C3.2	VEHICLE TURNING MOVEMENT
C4.0	GRADING PLAN
C5.0	UTILITY PLAN
C5.1	STORMWATER PROFILES AND DETAILS
D4	WATER MAIN STANDARD DETAILS - STANDARD MANHOLE COVERS
1 OF 3	CONCRETE PAVEMENT & CURB STANDARD DETAILS
2 OF 3	SANITARY SEWER MANHOLE & STANDARD DETAILS
3 OF 3	STORM SEWER MANHOLE & CATCH BASIN STANDARD DETAILS
C6.0	PHOTOMETRIC PLAN
L1.0	LANDSCAPE PLAN

### OWNER

JONATHAN MILLER  
2425 E. 12 MILE RD, SUITE B  
WARREN MI 48092

### ENGINEER

KALABAT ENGINEERING  
31333 SOUTHFIELD RD. SUITE 250  
BEVERLY HILLS, MI 48025  
IDEN KALABAT  
IDEN@KALABAT.COM  
248-600-8707

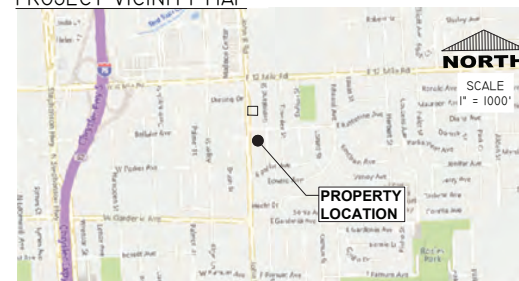
### ARCHITECT

ROBERT CLIFF  
MOISEV/ GORDON ASSOCIATES INC  
4351 DELEMERE COURT  
ROYAL OAK, MI 48073

### PROJECT LOCATION



### PROJECT VICINITY MAP



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31333 Southfield Road Suite 250  
Beverly Hills, MI 48025  
Ph 248.600.8707  
F 248.594.5919  
iden@kalabat.com

CONSULTANTS

SEA:



NO.	REVISION	DATE
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		

CLIENT:

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

PROJECT:

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

**TITLESHEET**

SHEET NUMBER:

**C0.0**

PROJECT NUMBER: MDS-100

DRAWN BY: S. SALMAN

CHECKED BY: I. KALABAT



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31333 Southfield Road Suite 250  
Beverly Hills, MI 48025  
Ph 248.600.8707  
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iden@kalabat.com

CONSULTANTS



NO	REVISION	DATE
1		
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16		
17		

CLIENT:

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

**DENTAL OFFICE  
DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

**GENERAL NOTES AND  
LEGEND**

SHEET NUMBER:

**C0.1**

PROJECT NUMBER: MD25-103  
DRAWN BY: S. SALMAN  
CHECKED BY: I. KALABAT

**LEGEND**

SUBJECT PROPERTY LINE	—————		
ADJACENT PROPERTY LINE	—————		
BOUNDARY LOT LINE	—————		
BUILDING SETBACK LINE	—————		
ROAD CENTERLINE	—————		
EASEMENT LINE	—————		
RIGHT OF WAY LINE	—————		
EXISTING	PROPOSED	DEMO/REMOVAL	
FLOWLINE	—————	—————	
CURB & GUTTER	—————	—————	
WOOD FENCE LINE	—————	—————	
CHAINLINK FENCE LINE	—————	—————	
DECORATIVE FENCE LINE	—————	—————	
WETLAND LINE	—————	—————	
NATURAL FEATURE SETBACK LINE	—————	—————	
MAJOR CONTOUR LINE	—————	—————	
MINOR CONTOUR LINE	—————	—————	
STORM PIPE	—————	—————	
SANITARY SEWER	—————	—————	
WATER LINE	—————	—————	
GAS LINE	—————	—————	
OVERHEAD LINE	—————	—————	
UG ELECTRIC LINE	—————	—————	
COMBINED SEWER	—————	—————	
UG TELE LINE	—————	—————	
UG FIBER OPTIC LINE	—————	—————	
DRAINAGE AREA BOUNDARY	—————	—————	
SILT FENCE	—————	—————	
WATER EDGE LINE	—————	—————	
BUILDING OVERHANG LINE	—————	—————	
RET.MASONRY SCREEN WALL	—————	—————	

BUILDING			
ASPHALT PAVEMENT			
CONCRETE PAVEMENT			
CONCRETE SIDEWALK			
DECORATIVE SIDEWALK			
PARKING STRIPING			
GRAVEL			
RIPRAP			
WETLAND			
LANDSCAPE			

PR FINISH GRADE ELEVATION	FG XXX.XX	MATCH EXISTING ELEVATION	XXX.X ME
PR TOP OF CURB ELEVATION	T/C XXX.XX	EXISTING ELEVATION	EX XXX.X
PR GUTTER ELEVATION	G XXX.XX	TOP OF BERM ELEVATION	T/B XXX.X
PR FLOW LINE ELEVATION	FL XXX.XX	TOP OF POND ELEVATION	T/P XXX.X
PR RIM ELEVATION	RIM XXX.XX	BOTTOM OF POND ELEVATION	BOP XXX.X
PR TOP OF SIDEWALK ELEVATION	T/W XXX.XX		
PR TOP OF WALL ELEVATION	T/W XXX.XX		
PR BOTTOM OF WALL ELEVATION	BOW XXX.XX		

X.X FOOT CANDLE ISOLINE  
X.X FOOT CANDLE ISOLINE  
ILLUMINATION LESS THAN X.X FC  
ILLUMINATION GREATER THAN X.X FC

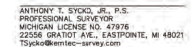
**LEGEND**

	EXISTING	PROPOSED	DEMO/REMOVAL
BOLLARD	●	●	×
WHEEL STOP	■	■	×
CATCH BASIN	■	■	×
YARD DRAIN	●	●	×
STORM MANHOLE	⊙	⊙	×
SUMP	⊙	⊙	×
FLARED END SECTION	⊙	⊙	×
DOWNSPOUT	⊙	⊙	×
SANITARY MANHOLE	⊙	⊙	×
SANITARY CLEANOUT	⊙	⊙	×
GAS MARKER	⊙	⊙	×
GAS METER	⊙	⊙	×
GATE VALVE IN WELL	⊙	⊙	×
GATE VALVE IN BOX	⊙	⊙	×
FIRE HYDRANT	⊙	⊙	×
UTILITY POLE	⊙	⊙	×
ELECTRIC METER	⊙	⊙	×
TRANSFORMER	⊙	⊙	×
TRAFFIC LIGHTS	⊙	⊙	×
TELE RISER	⊙	⊙	×
TELE MANHOLE	⊙	⊙	×
GENERATOR	⊙	⊙	×
CABLE TV RISER	⊙	⊙	×
SATELLITE DISH	⊙	⊙	×
ELECTRIC MANHOLE	⊙	⊙	×
AIR CONDITIONER	⊙	⊙	×
POLE MOUNTED AREA LIGHT	⊙	⊙	×
WALL MOUNTED AREA LIGHT	⊙	⊙	×
WALL PACK	⊙	⊙	×
CANDOPY LIGHT	⊙	⊙	×
WALL MOUNT DECORATIVE SCORCE	⊙	⊙	×
DECIDUOUS TREE	⊙	⊙	×
EVERGREEN TREE	⊙	⊙	×
ORNAMENTAL TREE	⊙	⊙	×
SHRUB	⊙	⊙	×
PERENNIAL	⊙	⊙	×

**ABBREVIATIONS**

ABAN	AT	LT	LEFT
APPROX	ABANDONED	MH	MANHOLE
B/C, BC	APPROXIMATE	MTR	METER
BM	BACK OF CURB	NTS	NOT TO SCALE
BR	BENCHMARK	OH	OVERHEAD POWER LINE
CTV	BACK OF RAMP	PL	PROPERTY LINE
CL	CABLE TELEVISION	PR, PROP	PROPOSED
CL	CENTERLINE	R	RADIUS
CONC	CONCRETE	RCCO	RIGHT CORNER CUT-OFF
DA	DRAINAGE AREA	RCP	REINFORCED CONCRETE PIPE
DB	DETENTION BASIN	RT	RIGHT
DIA.	DIAMETER	RET.	RETAINING
D.I.	DUCTILE IRON PIPE	R/W, R.O.W.	RIGHT OF WAY
DW, DWY	DRIVEWAY	STRM	STORM DRAIN
DWG	DRAWING	SF	SQUARE FOOT
EA	EACH	SAN	SANITARY SEWER
EASE	EASEMENT	STA	STATION
ELEC	ELECTRIC	STD	STANDARD
ELEV	ELEVATION	S/W	SIDEWALK
EX	EXISTING	SY	SQUARE YARD
FC	FACE OF CURB	TELE	TELEPHONE
FO	FOUND	T/C	TOP OF CURB
FES	FLARED END SECTION	TCE	TEMP. CONSTRUCTION EASEMENT
FG	FINISHED GRADE	TEMP.	TEMPORARY
FL HYD	FIRE HYDRANT	TYPICAL	TYPICAL
FT	FOOT, FEET	WATR	WATER LINE
GM	GAS METER	WC	WHEEL CHAIR
GV	GAS VALVE	WM	WATER METER
GW	GUY WIRE	WV	WATER VALVE
HOPE	HIGH DENSITY POLYETHYLENE	WV	WATER VALVE
INT	INTERSECTION	W/	WITH
INV	INVERT		
LEN	LENGTH		
LCCO	LEFT CORNER CUT-OFF		
LF	LINEAL FOOT, LINEAR FEET		





Def	Q1	Q2	Q3	Max
		1		



Molisev/Gordon Associates, Inc.  
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Royal Oak, MI 48073

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[info@mga-architects.net](mailto:info@mga-architects.net)

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Client:  
**Jonathan Miller  
DDS**

13115 Elgin Ave.  
Huntington Woods, MI.

Project Title:  
**Dental Office  
Development**

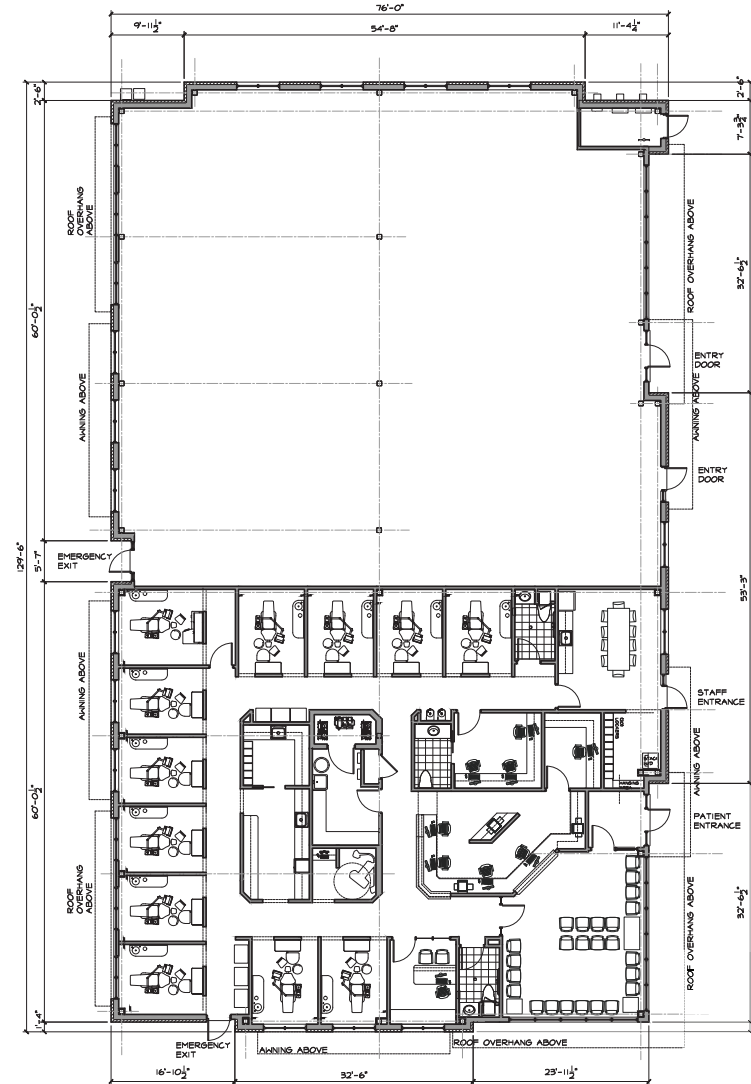
28220 John R.  
Madison Hgt., MI

Sheet Title:  
**Proposed Building  
Floor Plan**

Project Number: 24626  
Drawn By: RW  
Checked By: RJC  
Approved By: AJM  
Date: 8-27-24

ISSUED:	Site Plan Review
Owner Review 10-30-24	Submittal 05-30-25
Owner Review 10-31-24	
Owner Review 11-19-24	
Owner Review 11-22-24	
Owner Review 12-06-24	
Owner Review 12-10-24	
Owner Review 01-08-24	

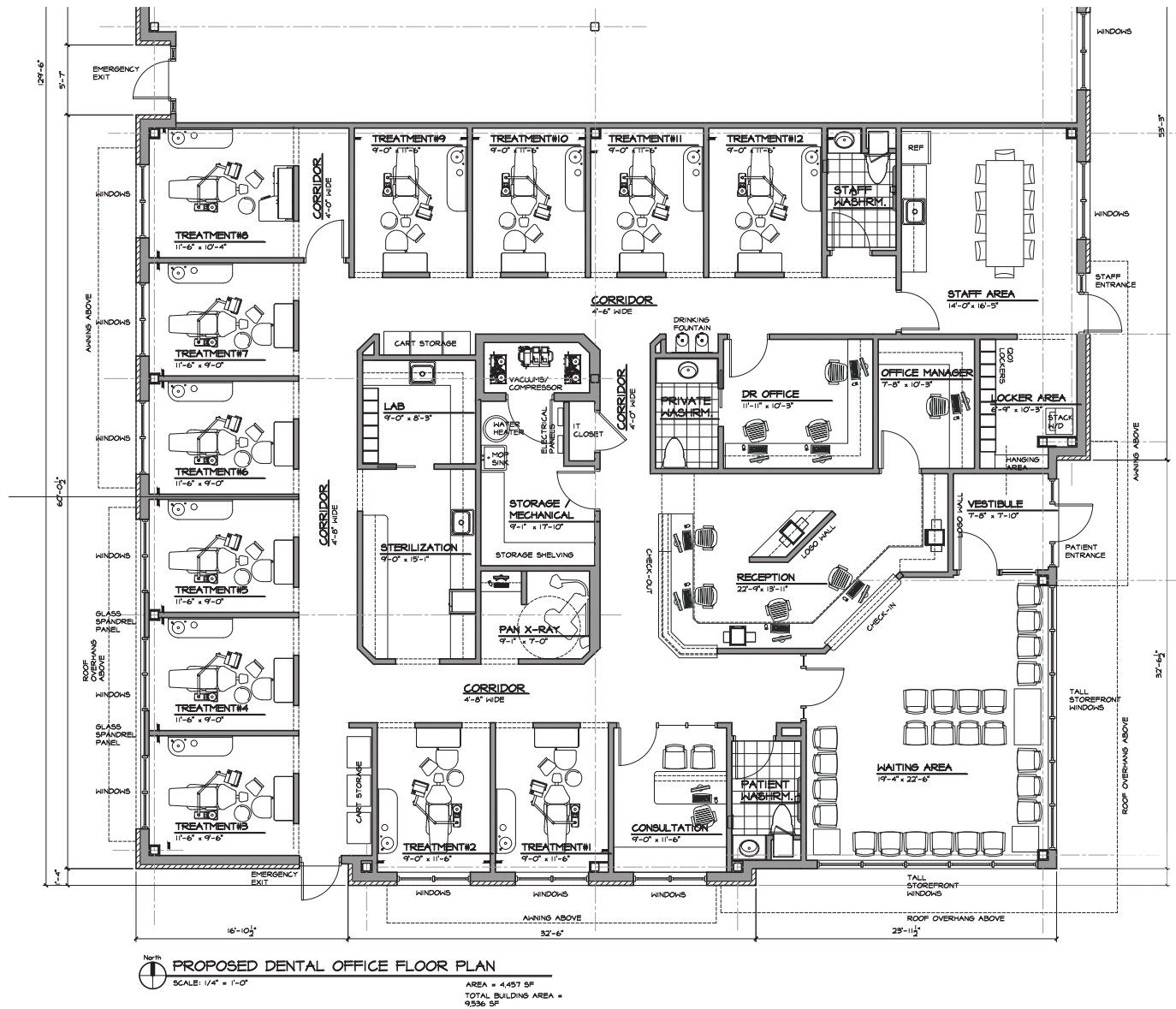
Sheet Number:



**PROPOSED BUILDING FLOOR PLAN**

SCALE: 1/8" = 1'-0"

AREA = 4,457 SF  
TOTAL BUILDING AREA =  
4,536 SF



Moseley/Gordon Associates, Inc.  
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 Royal Oak, MI 48073

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Client:

Jonathan Miller  
 DDS

13115 Elgin Ave.  
 Huntington Woods, MI.

Project Title:  
 Dental Office  
 Development

28820 John R.  
 Madison Hgt., MI

Sheet Title:  
 Proposed Dental  
 Office Floor  
 Plan

Project Number: 24626  
 Drawn By: RW  
 Checked By: RJC  
 Approved By: AJM  
 Date: 8-27-24

ISSUED:  
 Owner Review  
 0-30-24  
 Owner Review  
 0-31-24  
 Owner Review  
 1-19-24  
 Owner Review  
 1-22-24  
 Owner Review  
 2-06-24  
 Owner Review  
 2-10-24  
 Owner Review  
 01-06-24

Sheet Number:

A-2







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248.549.7300 faxes.  
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[info@mga-architects.net](mailto:info@mga-architects.net)  
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Client:  
**Jonathan Miller**  
DDS

13115 Elgin Ave.  
Huntington Woods, MI.

Project Title:  
**Dental Office  
Development**

28220 John R.  
Madison Hgt., MI

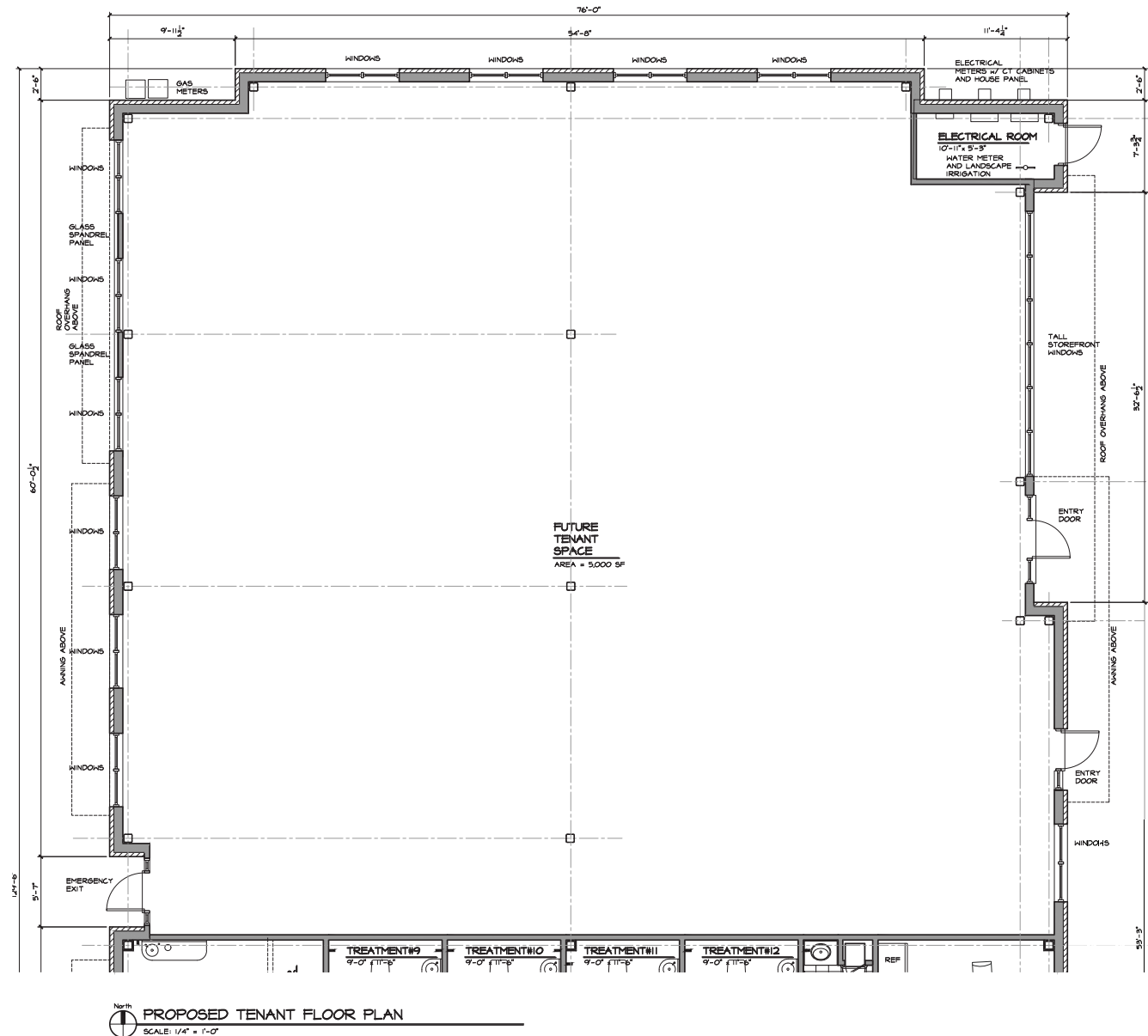
Sheet Title:  
Proposed Tenant  
Floor Plan

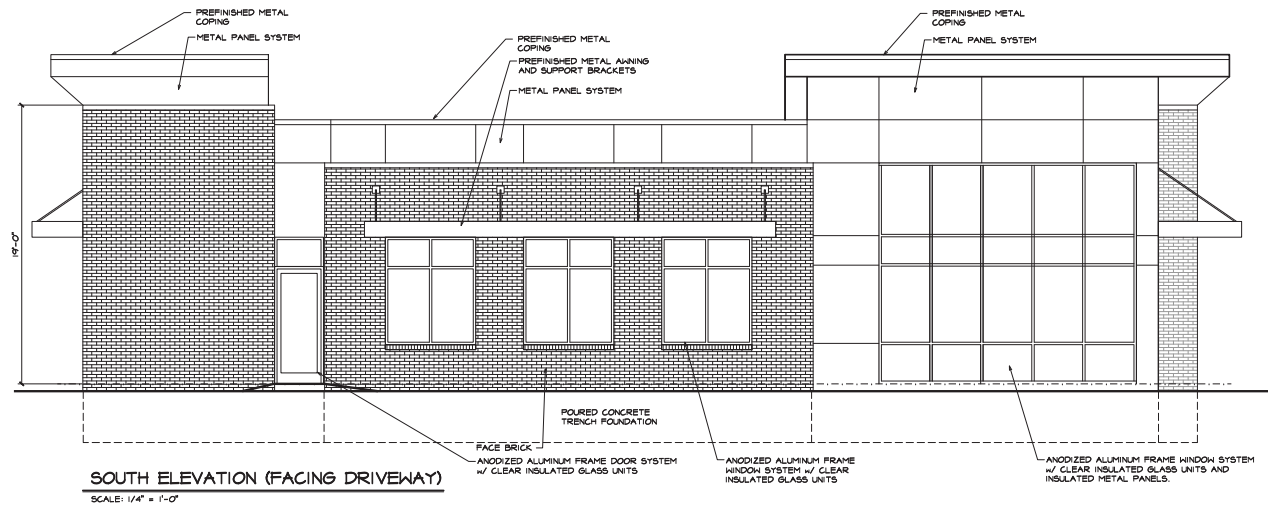
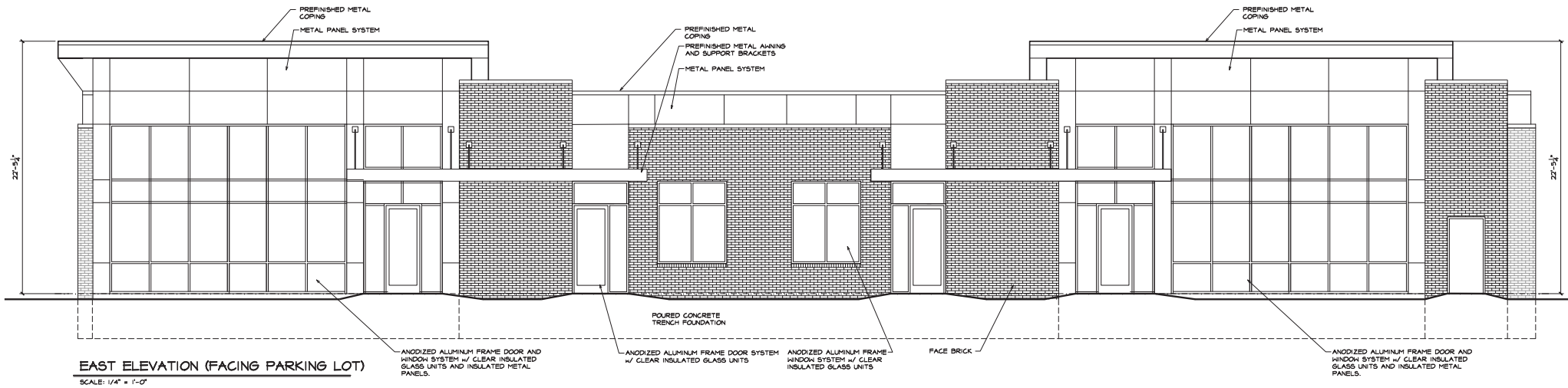
Project Number: 24626  
 Drawn By: RW  
 Checked By: RJC  
 Approved By: AJM  
 Date: 8-27-24

<b>Issued:</b>	<b>Site Plan Review</b>
<b>Owner Review</b> 10-30-24	<b>Submittal</b> 05-30-25
<b>Owner Review</b> 10-31-24	
<b>Owner Review</b> 11-19-24	
<b>Owner Review</b> 11-22-24	
<b>Owner Review</b> 12-06-24	
<b>Owner Review</b> 12-10-24	
<b>Owner Review</b> 01-05-24	

Sheet Number:

A-3





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**Client:**  
**Jonathan Miller DDS**

13115 Elgin Ave.  
Huntington Woods, MI

**Project Title:**  
**Dental Office Development**

28220 John R.  
Madison Heights, MI

**Sheet Title:**  
**Proposed Exterior  
Elevations**

Project Number: 24626  
Drawn By: RW  
Checked By: RJC  
Approved By: AJM  
Date: 8-27-24

**Issued:**  
Owner Review  
10-30-24  
Owner Review  
10-31-24  
Owner Review  
11-19-24  
Owner Review  
11-22-24  
Owner Review  
12-06-24  
Owner Review

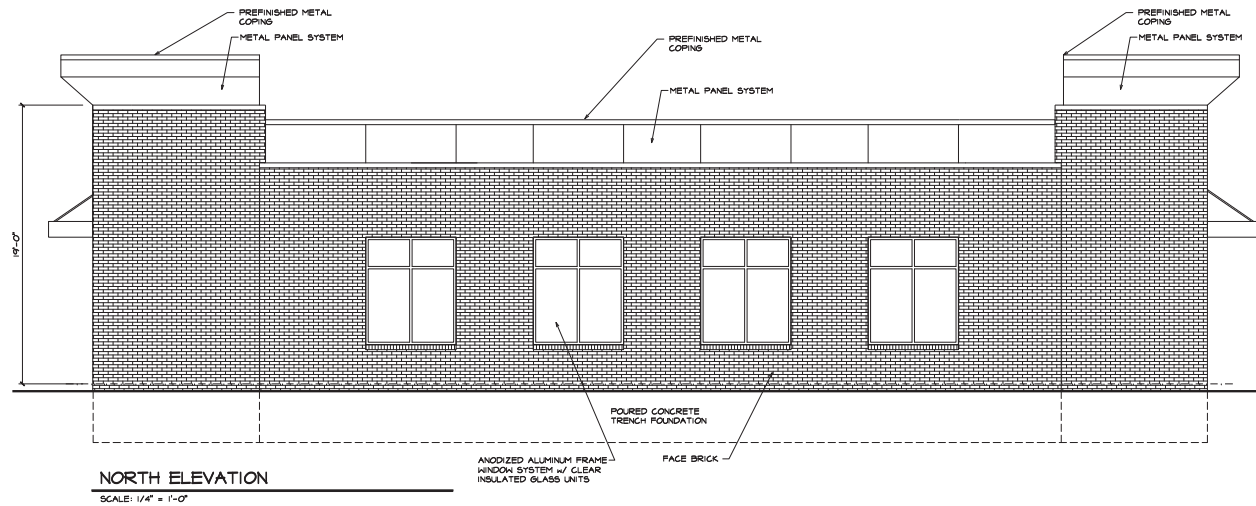
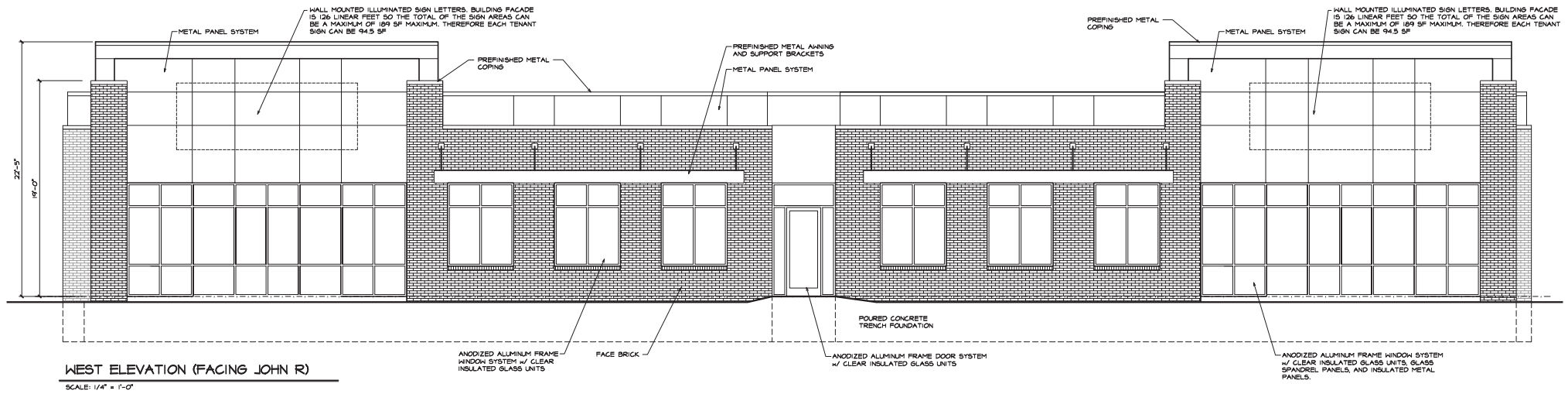
**Site Plan Review:**  
Submitted  
05-30-25

**Sheet Number:**

A-4







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Client:  
Jonathan Miller DDS  
13115 Elgin Ave.  
Huntington Woods, MI.

Project Title:  
Dental Office Development  
28220 John R.  
Madison Heights, MI

Sheet Title:  
Proposed Exterior  
Elevations

Project Number: 24626  
Drawn By: RW  
Checked By: RJC  
Approved By: AJM  
Date: 8-27-24

Issued:  
Owner Review  
10-30-24  
Owner Review  
10-31-24  
Owner Review  
11-05-24  
Owner Review  
11-22-24  
Owner Review  
12-06-24  
Owner Review

Site Plan Review  
Submitted  
05-30-25

Sheet Number:  
A-5





## Inlet Filter Specifications:

Item #	Dimensions	Pieces per Carton	Pieces Per Pallet
IF1527AC00	1.5' x 27" x 30"	18 pads	120 pads
IF1527X27F1B	1.5' x 27" x 30"	1 pad	12 pads
IF1527X27F1B	1.5' x 27" x 30"	N/A	3 pads

Other pad and roll sizes are available upon request.  
Cartons sized to ship by UPS.

## Inlet Filter Installation Instructions:

1. Remove sediment, debris, ice and snow from the inlet grate surface and surrounding area.

Now and starts filtering sediment and debris before water drops into the inlet.

2. Position the mat. Place Inlet Filter on grate with the red side down. Push to the back edge and expand beyond the grate opening on the front and both sides. The zip ties attach Inlet Filter to the inlet grate cover WITHOUT LIFTING THE GRATE COVER.

4. Insert zip ties. Lift Inlet Filter slightly to enable you to see the first grate bar from the edge of the grate cover.

Push the zip tie down through the Inlet Filter and loop under the grate bar. Insert the pointed end of the zip tie about 2" away from the first zip tie penetration and push back up through the filter.

Point the pointed end of the zip tie into the remaining mat just enough to hold ends loosely. LEAVE ZIP TIES LOOSE UNTIL ALL TIES ARE LOOPED THROUGH THE MATS AROUND THE GRATES. Repeat Step 4 until all zip ties are installed loosely.

5. Tighten zip ties. After attaching all of the zip ties, re-position Inlet Filter to completely cover and overlap the grate. Pull free end of zip-tie hand tight to anchor Inlet Filter to the grate. Cut off free end of zip tie to leave a 1" tail.

## Inlet Filter Maintenance Instructions:

1. Remove sediment from the sides of the filter by sweeping away from Inlet Filter.

Inlet Filter will collect a lot of sediment. Clean Inlet Filter while mounted on the grate, even if pointed water surrounds the mat. This unique feature ensures all water entering the grate is filtered. Sweep sides and top of Inlet Filter to remove sediment and debris after each rain event.

2. Remove sediment from the top of the filter by sweeping off of Inlet Filter.

Inlet Filter is prepared for the next rain event.

Inlet Filter is prepared for the next rain event.

Inlet Filter is prepared for the next rain event.

Inlet Filter is prepared for the next rain event.

Inlet Filter is prepared for the next rain event.

Inlet Filter is prepared for the next rain event.

## CONSTRUCTION SEQUENCE

1. INSTALL ALL SOIL EROSION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION. ALL SOIL EROSION MEASURES AREA TO BE INSTALLED PRIOR TO ANY GROUND-BREAKING OR EARTH MOVEMENT.
2. BEGIN CONSTRUCTION
3. FINISH CONSTRUCTION AND ESTABLISH FINISH GRADE
4. RIGHT-OF-WAY MUST BE STABILIZED PRIOR TO FINAL GRADE INSPECTION
5. 10' AROUND STORM SEWER STRUCTURES MUST BE STABILIZED PRIOR TO FINAL GRADE INSPECTION
6. AFTER PERMANENT EARTH STABILIZATION IS COMPLETED, REMOVE ALL TEMPORARY SOIL EROSION CONTROL MEASURES. NO PERMANENT SOIL EROSION CONTROL MEASURES (ASIDE FROM FINAL VEGETATIVE STABILIZATION) APPLIES TO THIS PARCEL.

## KEY NOTES

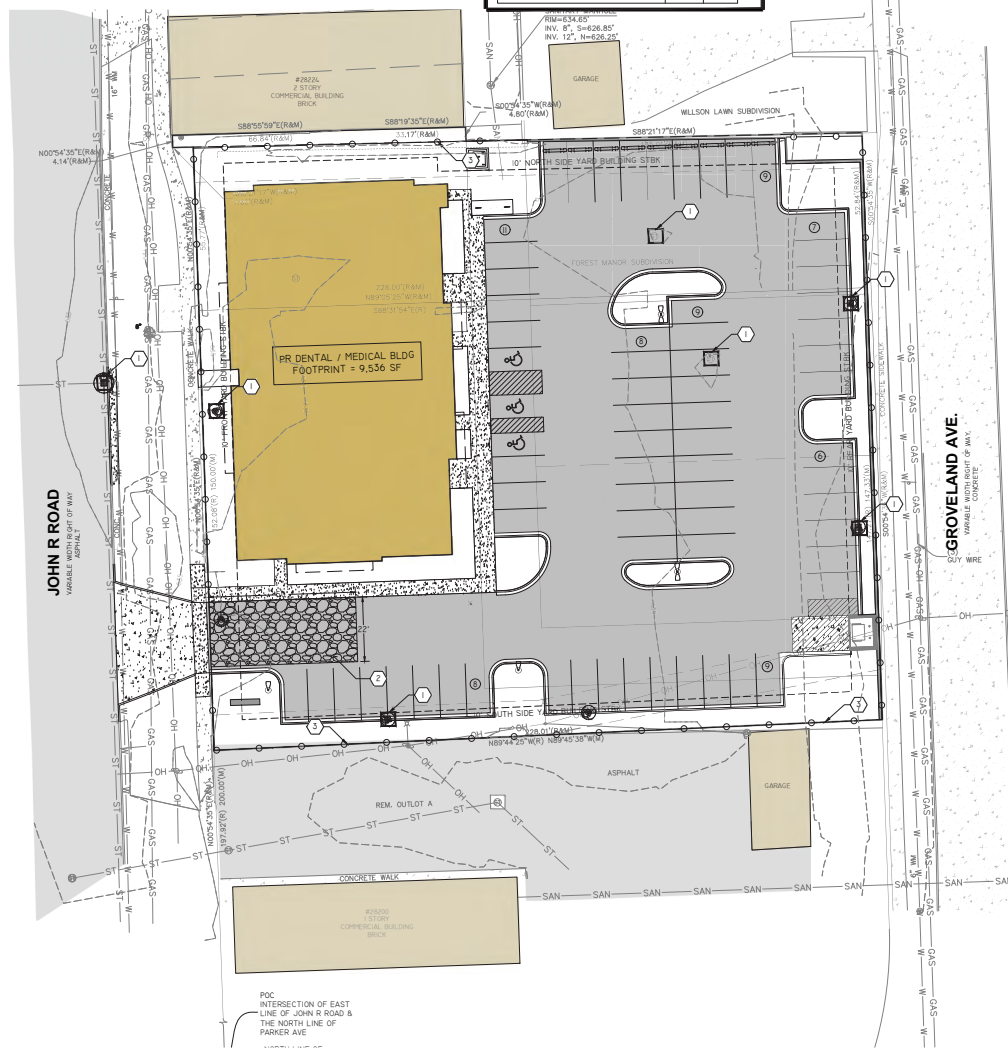
1. INSTALL INLET PROTECTION PER DETAIL ON SHEET C1.2
2. - OCWRC SESC DETAIL
3. CONSTRUCT CONSTRUCTION ENTRANCE PER DETAIL ON SHEET C1.2 - OCWRC SESC DETAIL
4. INSTALL SILT FENCE PER DETAIL ON SHEET C1.2 - OCWRC SESC DETAIL

## NOTES

1. AREA OF DISTURBANCE = 4.265 SF (1.06 ACRES)
2. THE SOIL EROSION CONTROLS MUST BE MAINTAINED WEEKLY AND AFTER EVERY STORM BY GENERAL CONTRACTOR
3. ALL LAWN AREAS TO RECEIVE PERMANENT STABILIZATION IN THE FORM OF SEED OR SOO

## QUANTITIES

DESCRIPTION	QTY	UNITS
INSTALL SILT FENCE	747.55	LF
INSTALL INLET PROTECTION	7	EA
CONSTRUCT CONSTRUCTION ENTRANCE	1100	SF



NORTH

DRAWING SCALE: 1"=20'

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**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

**SOIL EROSION AND SEDIMENT CONTROL PLAN**

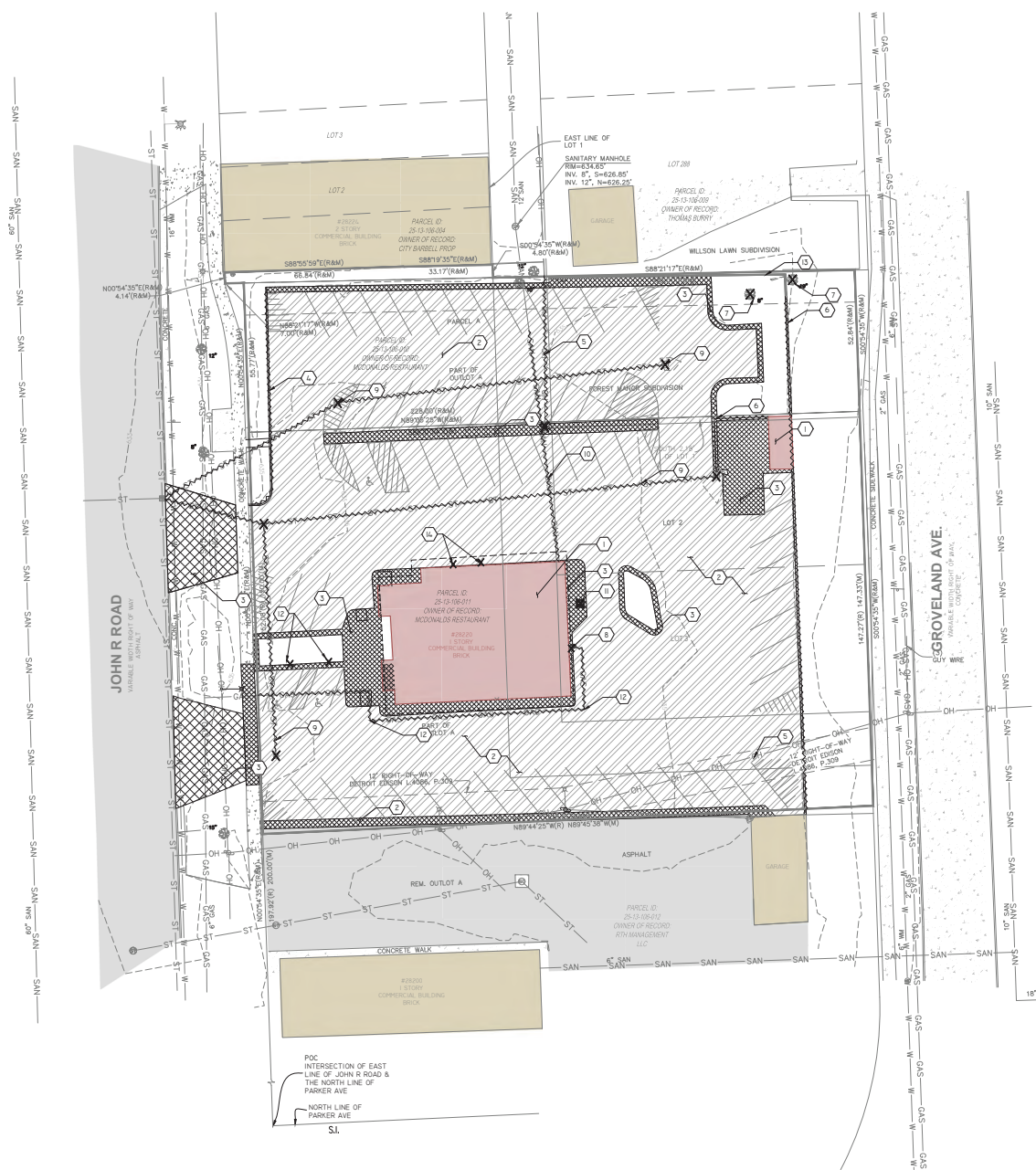
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PROJECT NUMBER: MD25-03  
DRAWN BY: S. SALMAN  
CHECKED BY: I. KALABAT









NORTH

20 10 0 20 40  
DRAWING SCALE: 1"=20'

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CLIENT:

**28220 JOHN R LLC**  
 2425 E. 12 MILE RD SUITE B  
 WARREN, MI

PROJECT:

**DENTAL OFFICE  
 DEVELOPMENT**  
 28220 JOHN R. RD  
 MADISON HGT., MI

SHEET TITLE:

DEMOLITION PLAN

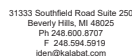
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C2.0

PROJECT NUMBER: MD25-103

DRAWN BY: S. SALMAN

CHECKED BY: I. KALABAT



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**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE 100  
WARREN, MI

**DENTAL OFFICE  
DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

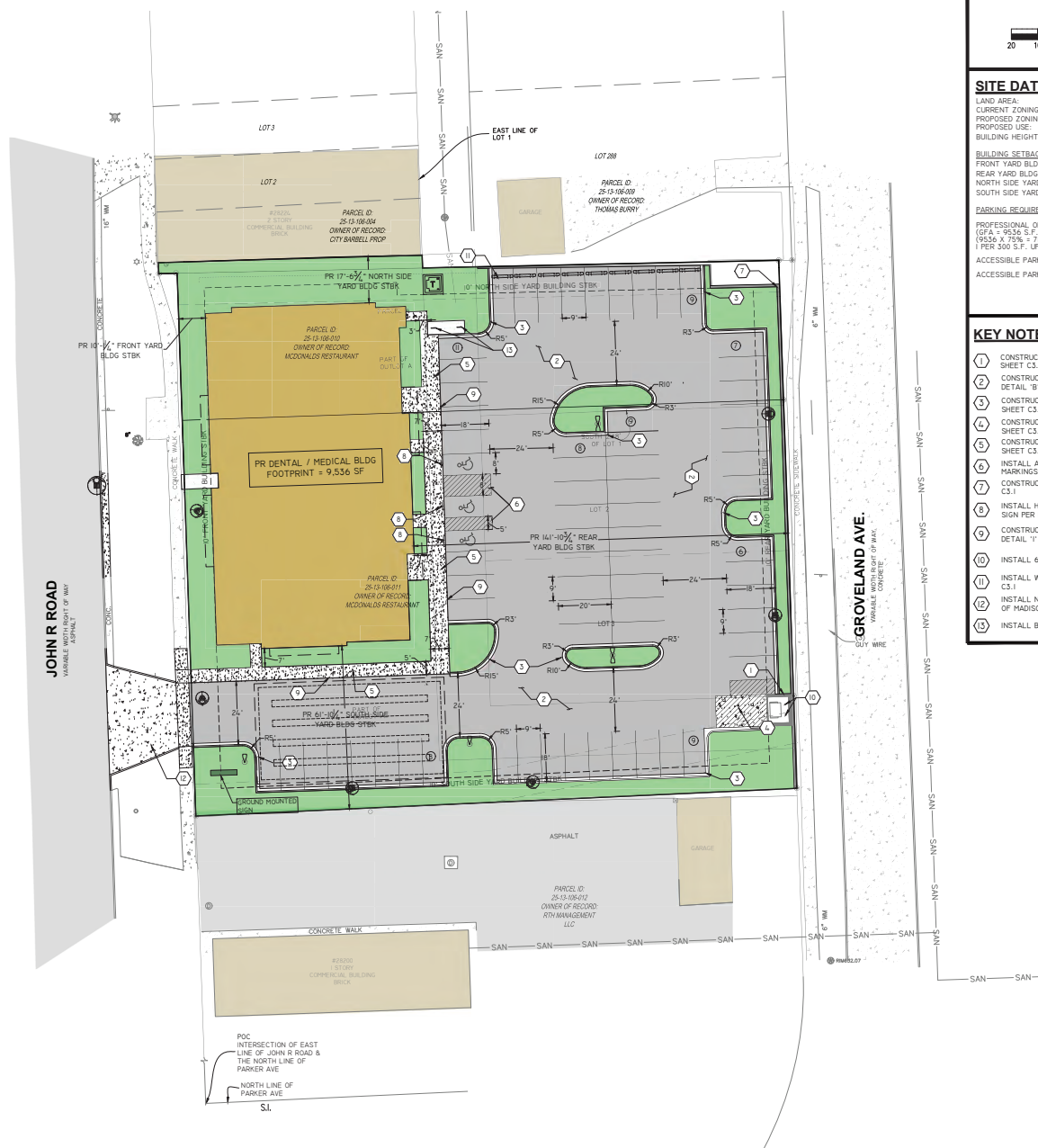
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## SITE PLAN

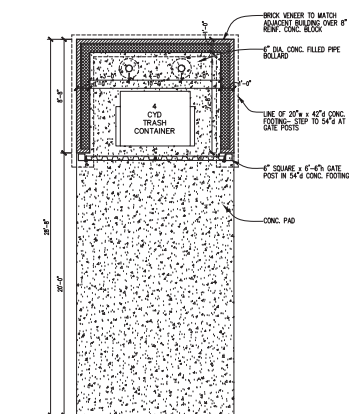
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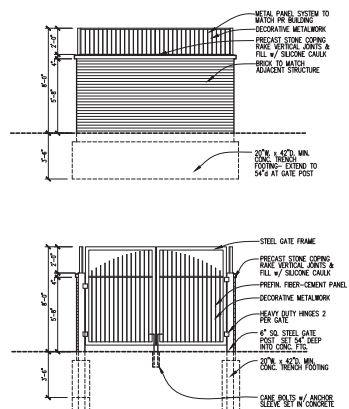
PROJECT NUMBER:	MD25-103
DRAWN BY:	S. SALMAN
CHECKED BY:	I. KALABAT



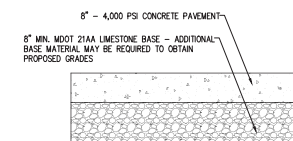




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C3.1 REFUSE ENCLOSURE  
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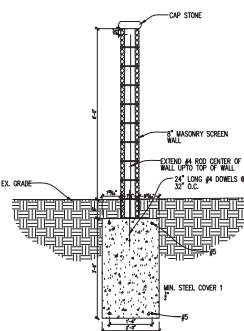
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C3.1 STANDARD DUTY ASPHALT PAVEMENT SECTION  
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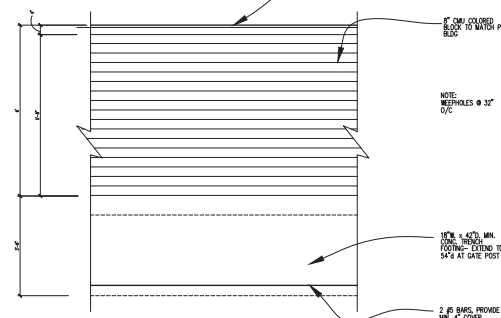
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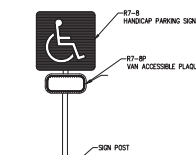
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C3.1 8' CONCRETE PAVEMENT  
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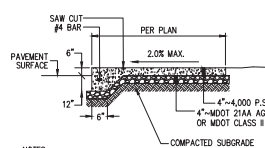
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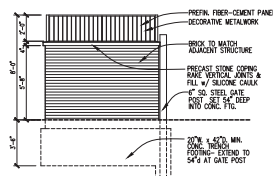
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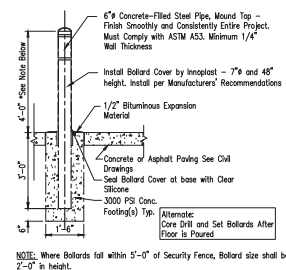
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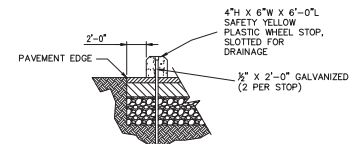
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C3.1 HANDICAP PARKING AND VAN ACCESSIBLE SIGN  
SCALE: N.T.S.



**I**  
C3.1 TYPICAL INTEGRAL CURB/WALK DETAIL  
SCALE: N.T.S.



**J**  
C3.1 6' BOLLARD DETAIL (EXTERIOR)  
SCALE: N.T.S.



**K**  
C3.1 WHEEL STOP  
SCALE: N.T.S.

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CLIENT:

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

PROJECT:

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

**SITE DETAILS**

SHEET NUMBER:

**C3.1**

PROJECT NUMBER: MD25-103

DRAWN BY: S. SALMAN

CHECKED BY: I. KALABAT



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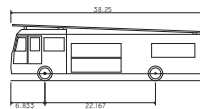
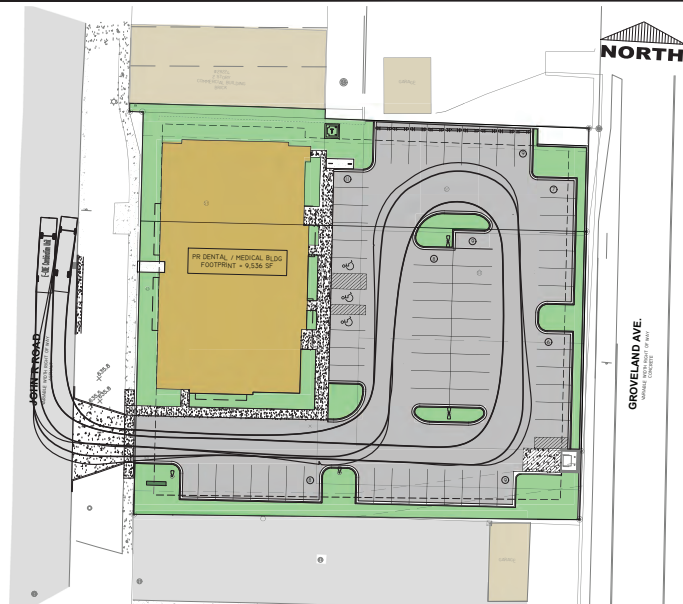
**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

**DENTAL OFFICE  
DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

**VEHICLE TURNING  
MOVEMENT**

**C3.2**

## FIRE TRUCK TURNING MOVEMENT

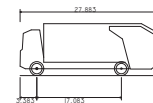
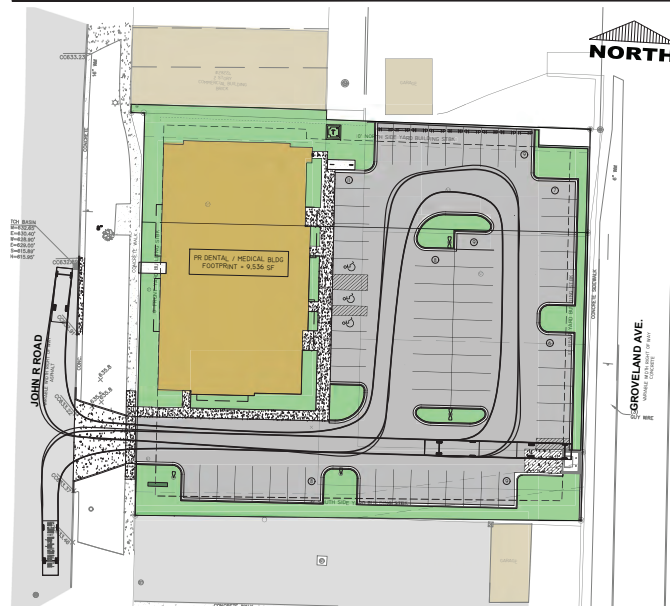


E-ONE COMBINATION UNIT  
OVERALL LENGTH 38.250FT  
OVERALL WIDTH 8.335FT  
OVERALL BODY HEIGHT 11.250FT  
MIN BODY GROUND CLEARANCE 3.335FT  
TRACK WIDTH 11.305FT  
LOCK-TO-LOCK TIME 6.00S  
MAX WHEEL ANGLE 45.00°



DRAWING SCALE: 1"=30'

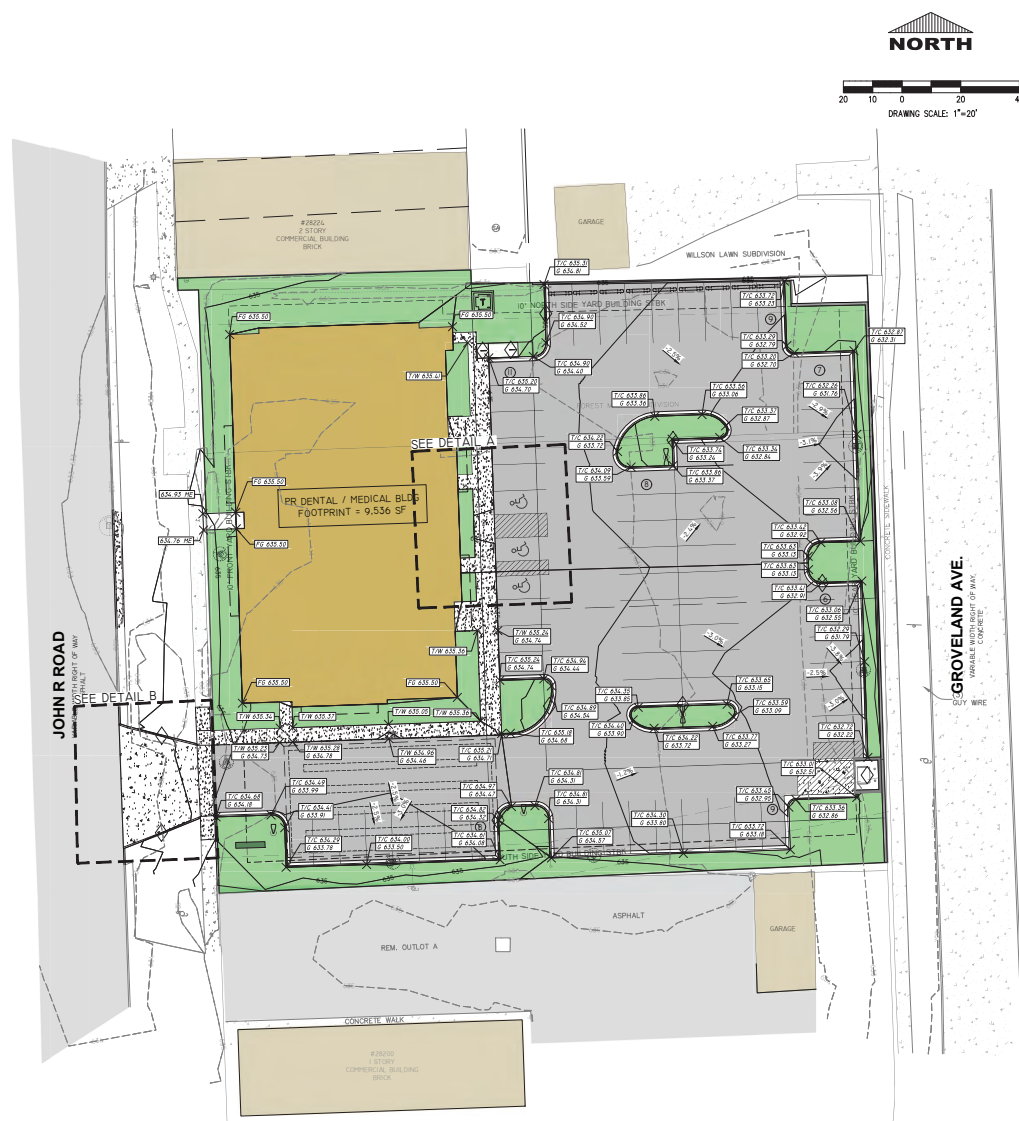
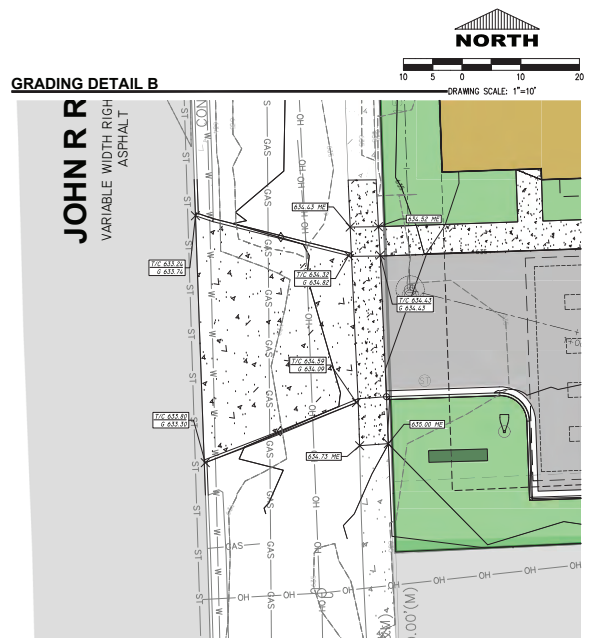
## DUMPSTER TRUCK TURNING MOVEMENT




HINO 338 M + WAYNE ROYAL GT14 REFUSE TRUCK  
OVERALL LENGTH 27.883FT  
OVERALL WIDTH 8.042FT  
OVERALL BODY HEIGHT 10.488FT  
MIN BODY GROUND CLEARANCE 1.318FT  
TRACK WIDTH 8.042FT  
LOCK-TO-LOCK TIME 6.00S  
CURB TO CURB TURNING RADIUS 27.400FT



DRAWING SCALE: 1"=30'



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CLIENT:

**28220 JOHN R. LLO**  
2425 E. 12 MILE RD SUITE F  
WARREN, MI

PROJECT:

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

**GRADING PLAN**

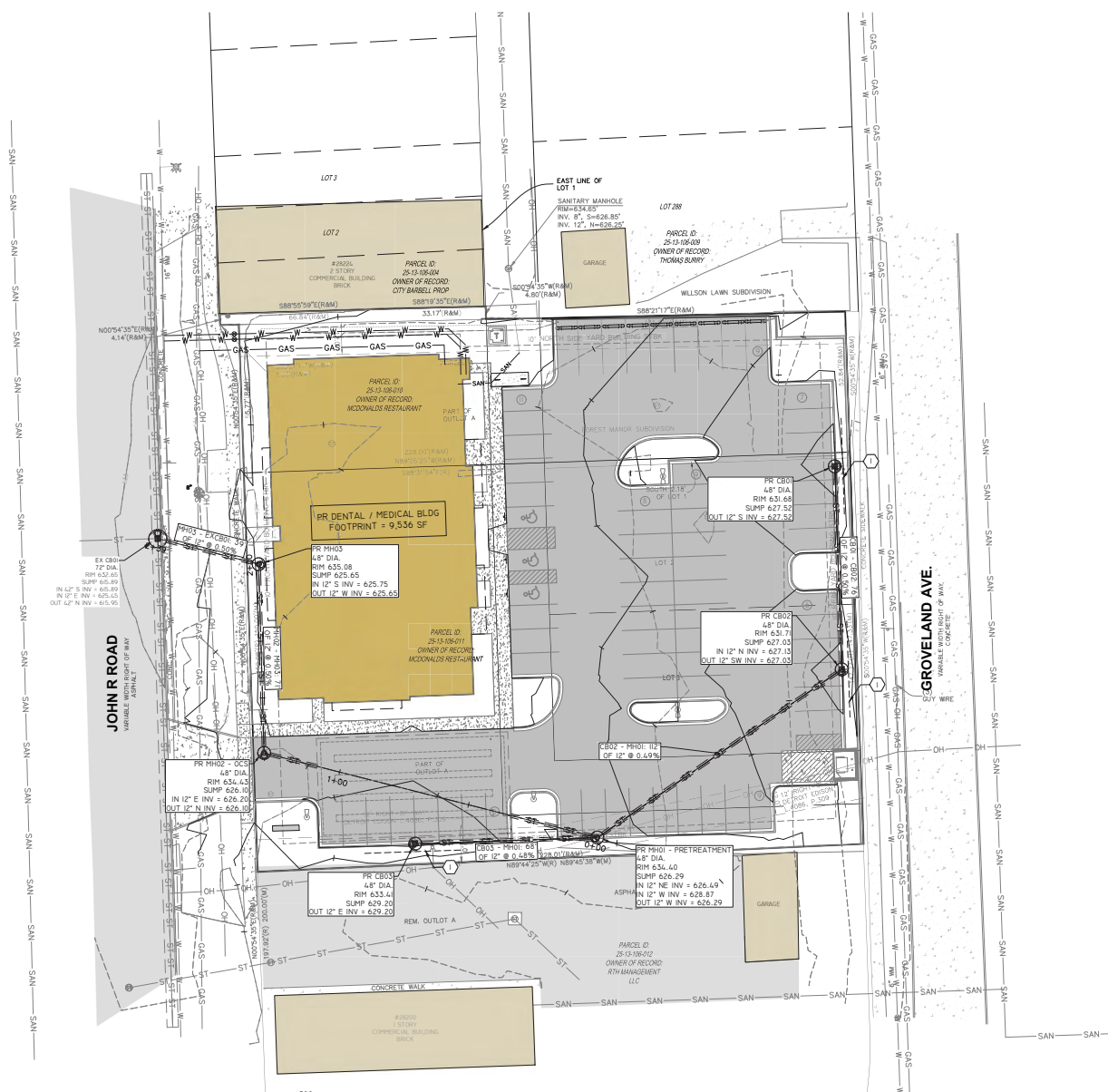
SHEET NUMBER:

# C4.0

PROJECT NUMBER: MDG-103

DRAWN BY: S. SALVAN

CHECKED BY: I. KALABAT



20 0 20 40  
DRAWING SCALE: 1"=20'

# KEY NOTE

- ① TO BE DESIGNED DURING ENGINEERING PERMIT AS A STORM WATER RAIN GARDEN

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CLIENT:

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

PROJECT:

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

UTILITY PLAN

SHEET NUMBER:

**C5.0**

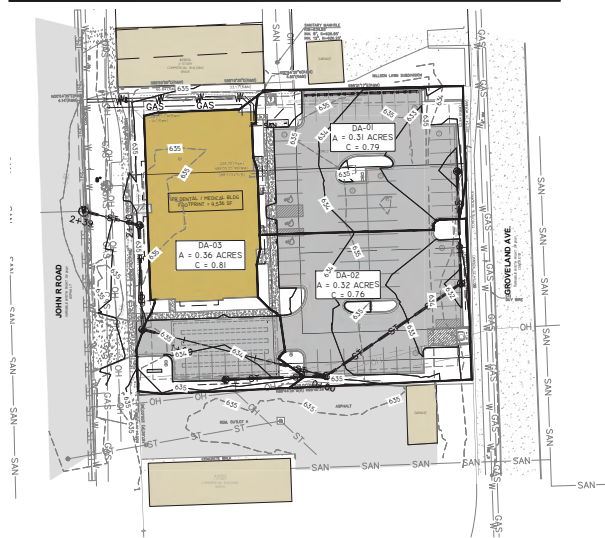
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DRAWN BY: S. SALMAN

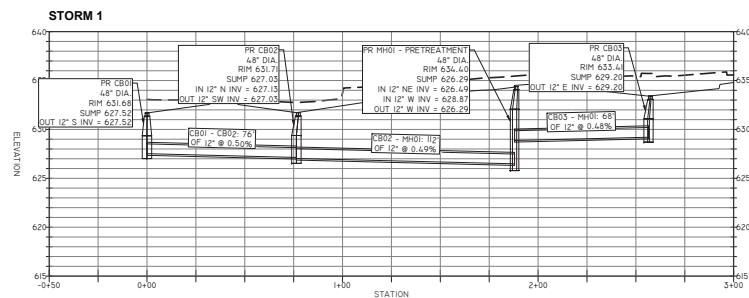
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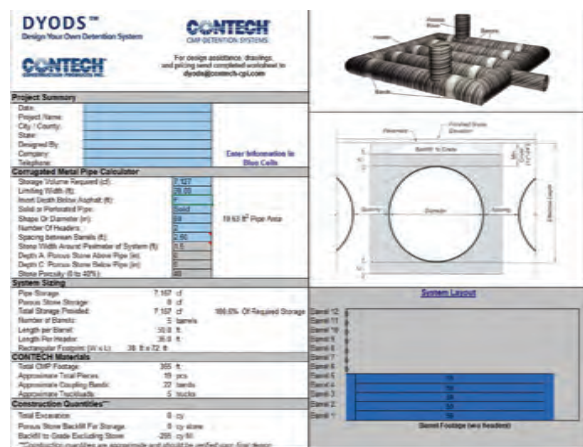
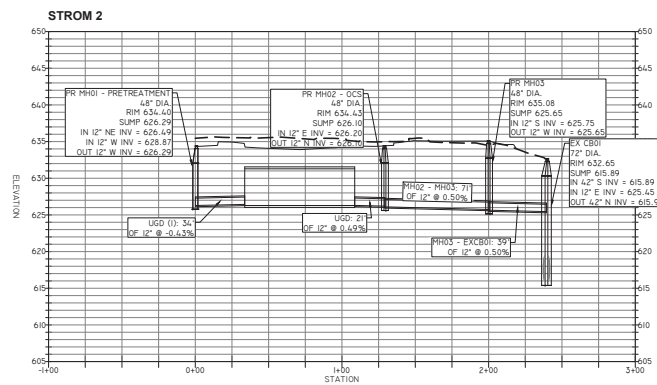
## DRAINAGE AREAS



## PROPOSED STORM SEWER PROFILE



## PROPOSED STORM SEWER PROFILE



## RUN-OFF CO-EFFICIENT CALCULATIONS

LAND COVER	C	Area	C <sub>eff</sub>	Area <sub>eff</sub>	C <sub>eff</sub> * Area <sub>eff</sub>
Asphalt	0.90	100,000	0.90	90,000	81,000
Grass	0.30	20,000	0.30	6,000	1,800
Concrete	0.95	10,000	0.95	9,500	9,025
Roofs	0.95	10,000	0.95	9,500	9,025
<b>Total</b>					<b>100,850</b>

LAND COVER	C	Area	C <sub>eff</sub>	Area <sub>eff</sub>	C <sub>eff</sub> * Area <sub>eff</sub>
Asphalt	0.90	100,000	0.90	90,000	81,000
Grass	0.30	20,000	0.30	6,000	1,800
Concrete	0.95	10,000	0.95	9,500	9,025
Roofs	0.95	10,000	0.95	9,500	9,025
<b>Total</b>					<b>100,850</b>

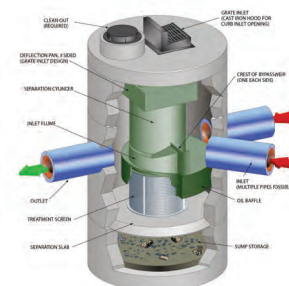
  

LAND COVER	C	Area	C <sub>eff</sub>	Area <sub>eff</sub>	C <sub>eff</sub> * Area <sub>eff</sub>
Asphalt	0.90	100,000	0.90	90,000	81,000
Grass	0.30	20,000	0.30	6,000	1,800
Concrete	0.95	10,000	0.95	9,500	9,025
Roofs	0.95	10,000	0.95	9,500	9,025
<b>Total</b>					<b>100,850</b>

LAND COVER	C	Area	C <sub>eff</sub>	Area <sub>eff</sub>	C <sub>eff</sub> * Area <sub>eff</sub>
Asphalt	0.90	100,000	0.90	90,000	81,000
Grass	0.30	20,000	0.30	6,000	1,800
Concrete	0.95	10,000	0.95	9,500	9,025
Roofs	0.95	10,000	0.95	9,500	9,025
<b>Total</b>					<b>100,850</b>

## PRE-TREATMENT STRUCTURE



PRE-TREATMENT STRUCTURE  
SCALE: N.T.S.

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CONSULTANTS:

SEAL:

STATE OF MICHIGAN  
Professional Engineer  
No. 000188884

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CLIENT:

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

PROJECT:

**DENTAL OFFICE DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

**STORMWATER PROFILES AND DETAILS**

SHEET NUMBER:

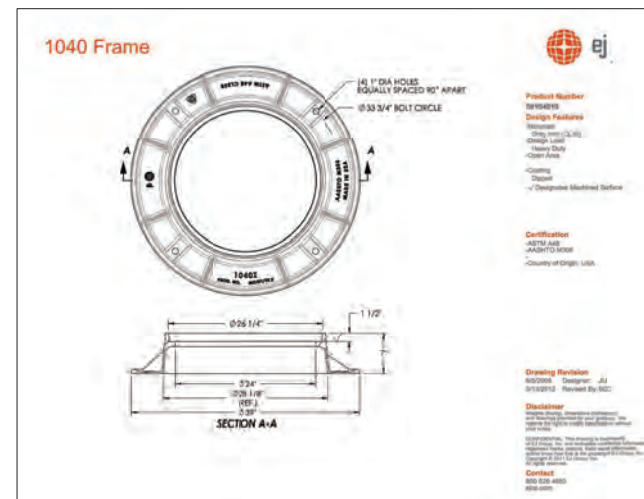
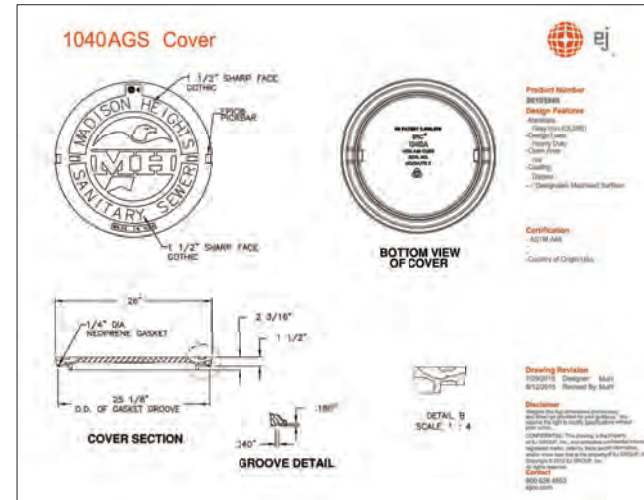
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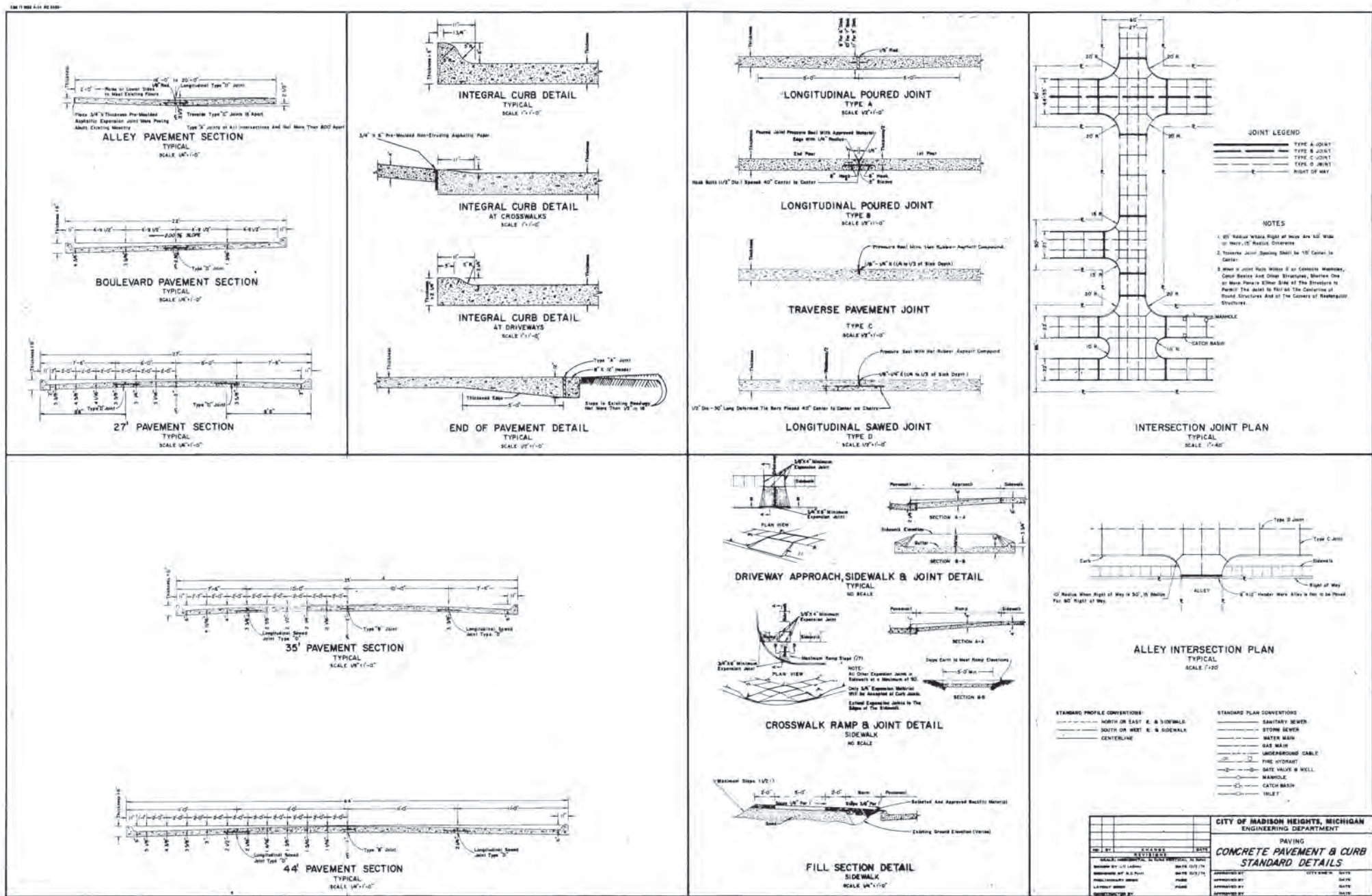
PROJECT NUMBER: MD25-03

DRAWN BY: S. SALMAN

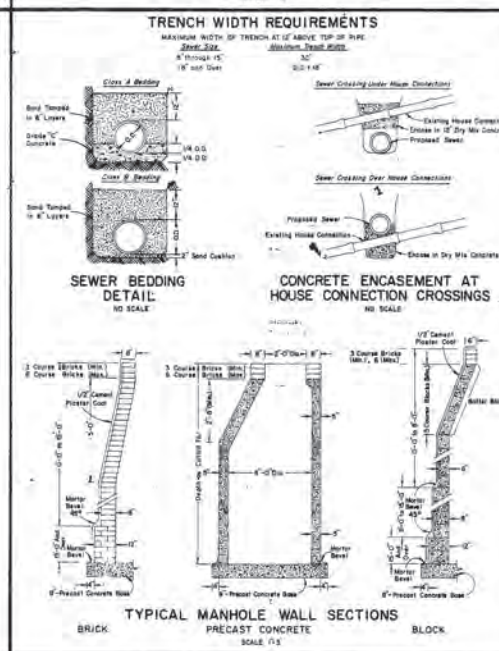
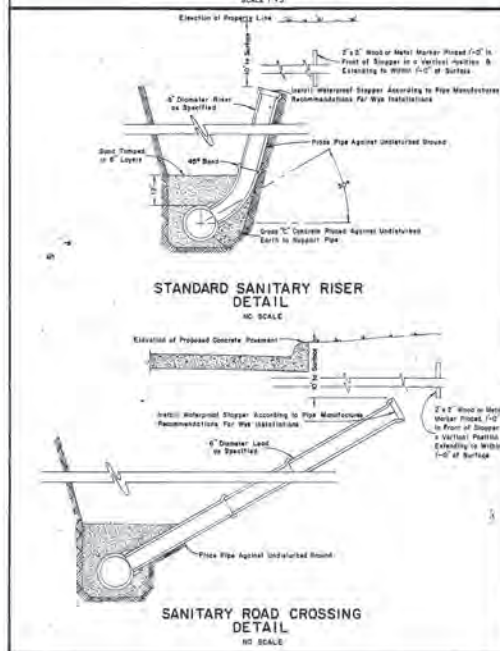
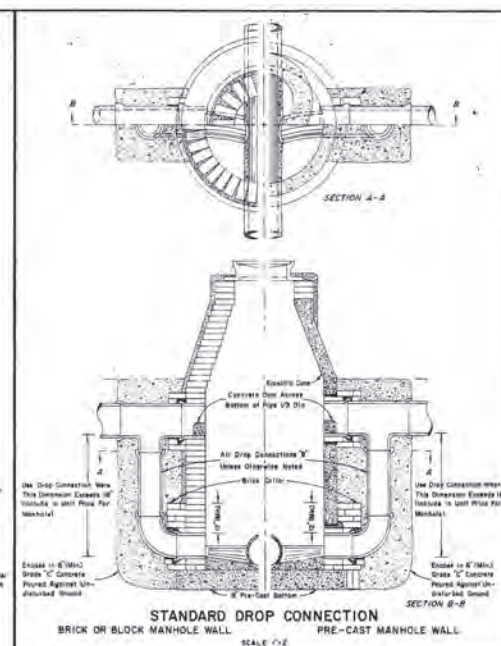
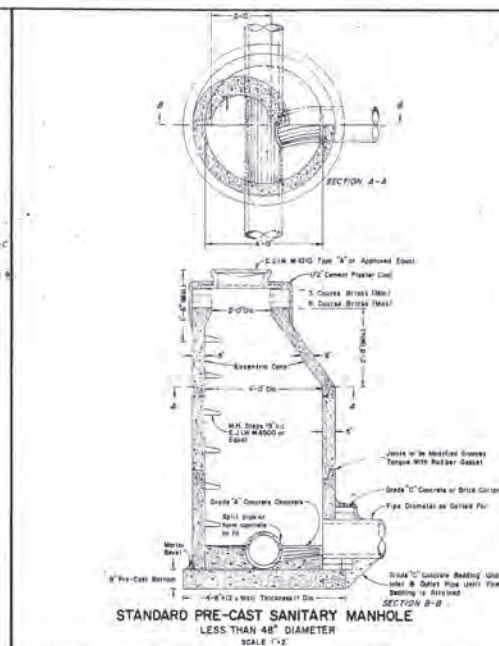
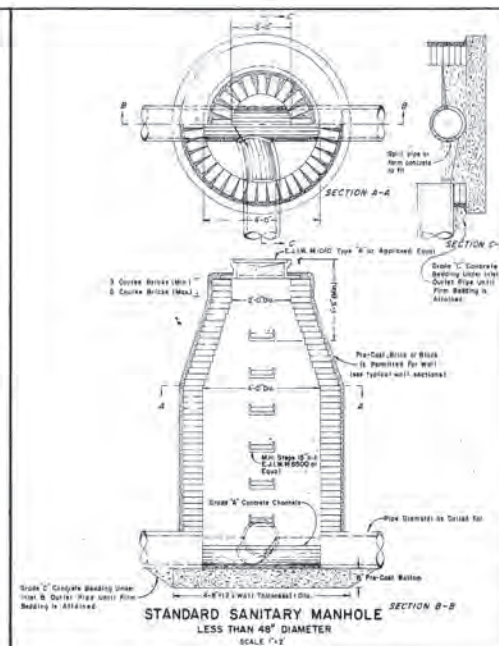
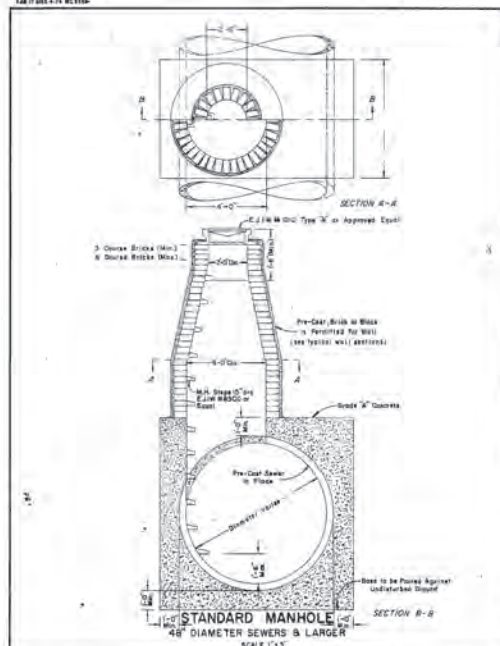
CHECKED BY: I. KALABAT











**NOTE:** The following information is for informational purposes only. It is not intended to be used as a contract. The user of this information is responsible for obtaining the correct information for their project. The user of this information is responsible for obtaining the correct information for their project. The user of this information is responsible for obtaining the correct information for their project.

**DESIGNATED BAG SIZE WITH CLASS AND STRENGTH**

3500 P.S.I. 4 SACK - CLASS "A"  
3000 P.S.I. 3 SACK - CLASS "B"  
2500 P.S.I. 4 SACK - CLASS "C"

**LEGEND**

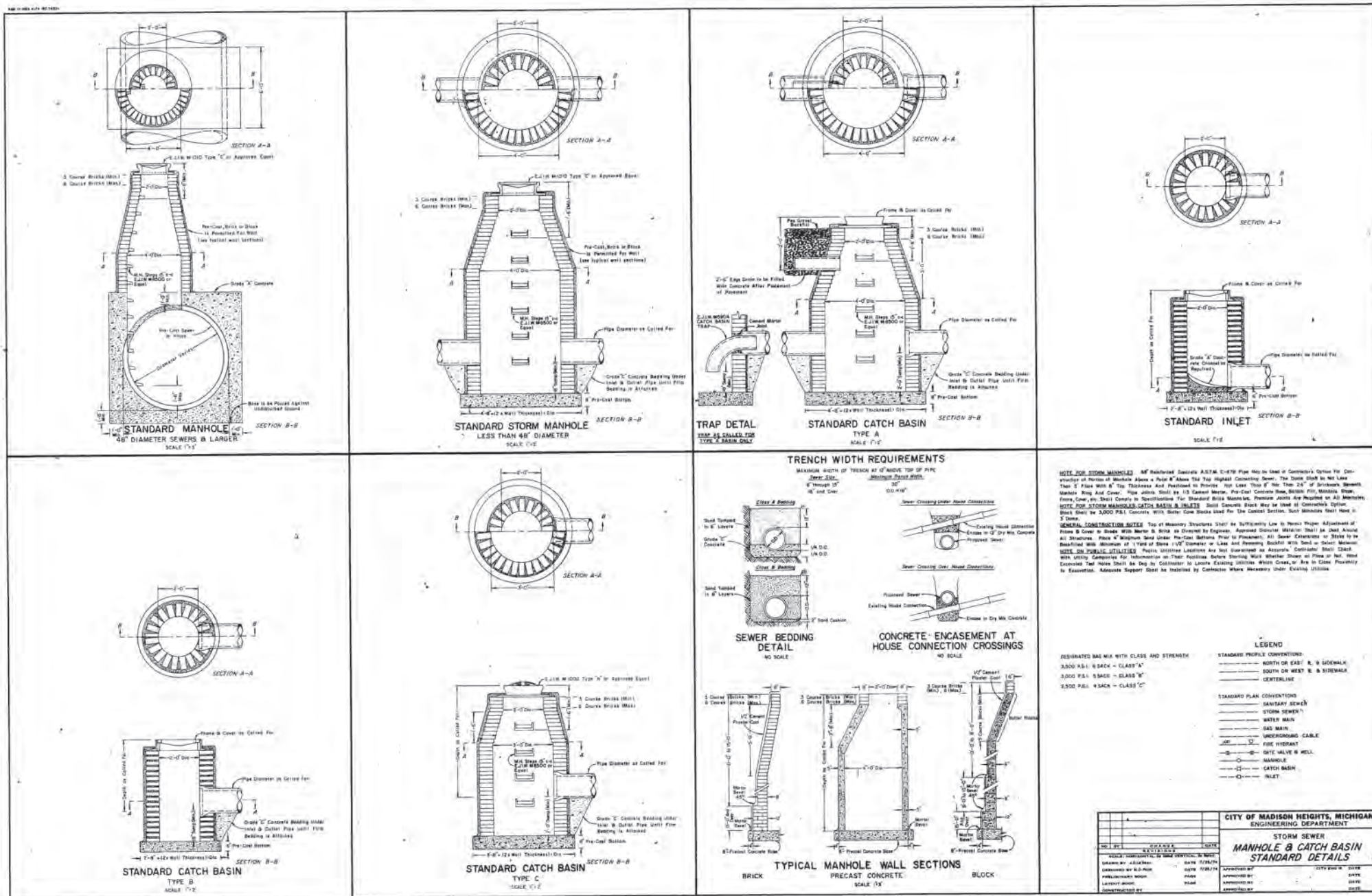
**STANDARD PIPING CONVENTIONS**

----- NORTH OR EAST E. & SIDEWALK  
----- SOUTH OR WEST W. & SIDEWALK  
----- CENTERLINE

**STANDARD PLUMB CONVENTIONS**

----- SANITARY SEWER  
----- STORM SEWER  
----- WATER MAIN  
----- GAS MAIN  
----- UNDERGROUND CABLE  
----- FINE HYDRANT  
----- GATE VALVE & WELL  
----- MANHOLE  
----- GATE MAIN  
----- INLET

		<b>CITY OF MADISON HEIGHTS, MICHIGAN</b>	
		<b>ENGINEERING DEPARTMENT</b>	
		<b>SANITARY SEWER</b>	
		<b><i>MANHOLE &amp; STANDARD DETAILS</i></b>	
NO.	CHARGE	DATE	
<b>REVISIONS</b>			
FIELD: SUBMITTAL TO BE MADE CERTIFIED BY DATE 12/11/74			
DESIGNED BY: J.S. POPE			
PRELIMINARY WORK		DATE 12/11/74	APPROVED BY:
LAYOUT WORK	PAGE		CITY ENGR. DATE
	PAGE		APPROVED BY: DATE
			APPROVED BY: DATE





## LUMINAIRE SCHEDULE

AL2

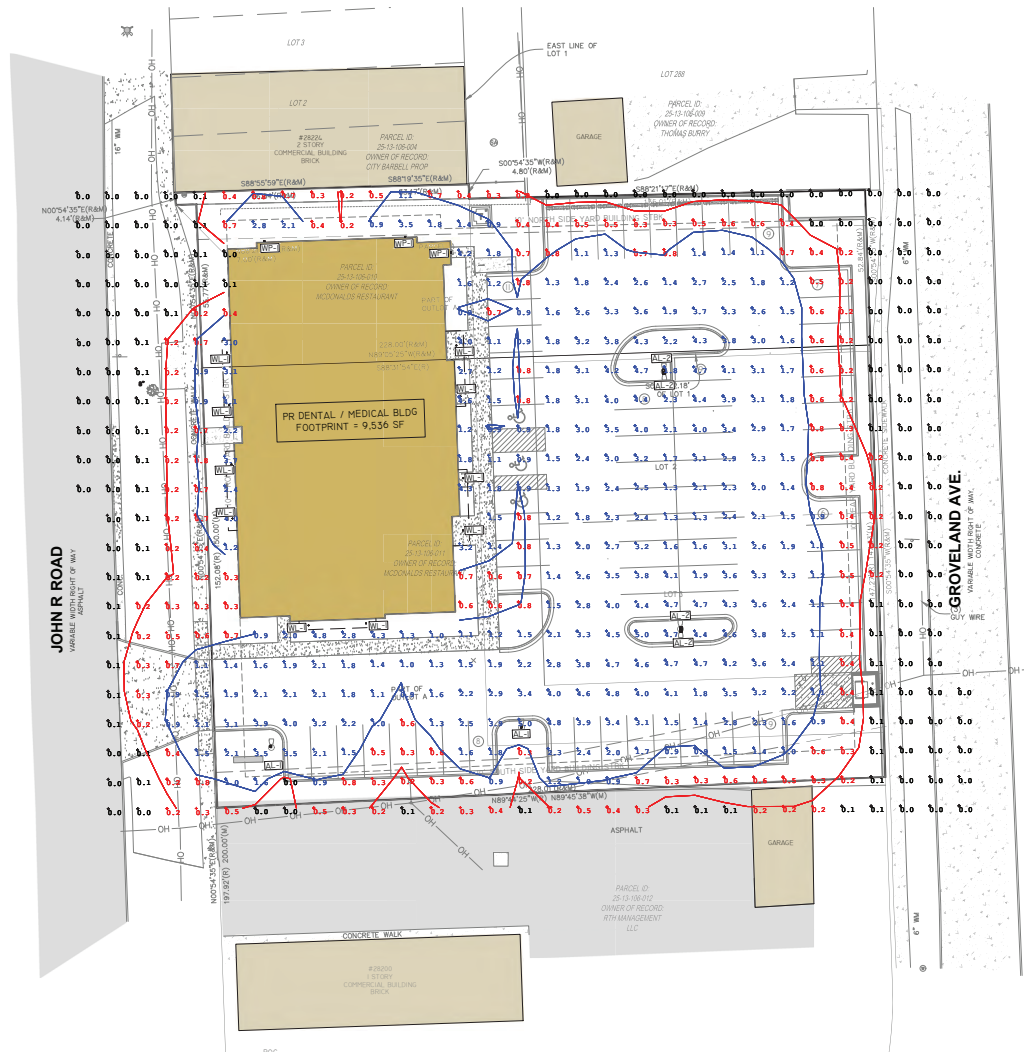




Weight: 21 lbs  
EPA: 0.61

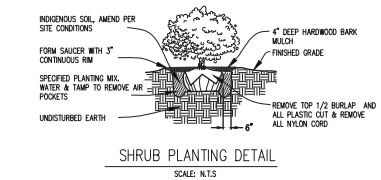
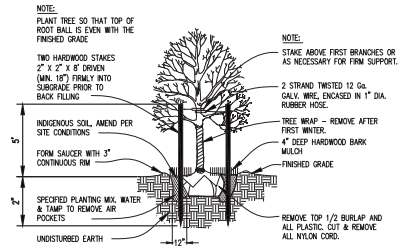
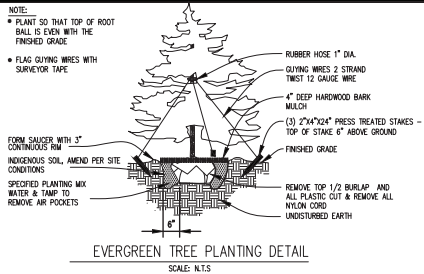
**WL1**

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LUMINAIRE SCHEDULE								
LABEL	QTY	MOUNT HEIGHT (FT)	MANUFACTURER	MODEL #	DESCRIPTION	LUMINAIRE LUMENS	LUMINAIRE WATTS	ARRANGEMENT
AL-1	2	19	ATLAS	SLPSRFTSK	POLE MOUNTED AREA LUMINAIRE	8541	62	SINGLE
AL-2	4	19	ATLAS	SLPHZLTSSK	POLE MOUNTED AREA LUMINAIRE	12311	75	SINGLE
WL-1	10	10	JUNO	WF4-A1019 SIWWS 90CRI HVOLT 50K	4" WAFER LIGHT	1125	13.5	SINGLE
WP-1	3	12	ATLAS	WSPZSDSKS	WALL PACK	1566	12.3	SINGLE



		
31333 Southfield Road Suite 250 Beverly Hills, MI 48022 Ph. 248.600.8707 info@kalabat.com		
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CLIENT:		
<b>28220 JOHN R LLC</b> 2425 E. 12 MILE RD SUITE F WARREN, MI		
PROJECT:		
<b>DENTAL OFFICE DEVELOPMENT</b> 28220 JOHN R. RD MADISON HGT., MI		
SHEET TITLE:		
<b>PHOTOMETRIC PLAN</b>		
SHEET NUMBER:		
<b>C6.0</b>		
PROJECT NUMBER: MD00-103		
DRAWN BY: S. SALAMIN		
CHECKED BY: J. KALABAT		



## GENERAL LANDSCAPE PLANTING NOTES

THE CONTRACTOR SHALL PROVIDE A ONE YEAR WARRANTY ON ALL PLANTS AND VEGETATION IMPOSED ON THE LANDSCAPING PLAN. ANY TREES, SHRUBS, GROUND COVER OR OTHER VEGETATION PLANTED AS PART OF THIS PROJECT THAT DO NOT SURVIVE ONE YEAR FROM PLANTING SHALL BE REPLACED AT THE EXPENSE OF THE CONTRACTOR.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING AND COORDINATING WITH ALL  
TINENT UTILITY COMPANIES THREE WORKING DAYS IN ADVANCE OF ANY DIGGING. THE  
TRACTOR SHALL ASSUME SOLE RESPONSIBILITY FOR ANY COST INCURRED DUE TO DAMAGE  
ANY UTILITIES.

ALL PLANTING MATERIALS: SHALL BE PLANTED PER ODOT SPECIFICATIONS. EXISTING TREES

PLANTING BEDS. ONE MONTH BEFORE CULTIVATION AND AFTER DAYTIME TEMPERATURES ARE WARMED TO 60° CONSISTENTLY, TREAT ALL PLANTING BEDS THAT ARE TO BE DEVELOPED AREAS OF EXISTING TURF WITH PRE-EMERGENT AND POST-EMERGENT TYPE HERBICIDES. USE A STATE-LICENSED PESTICIDE APPLICATOR TO APPLY THE HERBICIDE. REPEAT HERBICIDE APPLICATION TWO WEEKS LATER AND UNTIL ALL HERBACEOUS MATERIALS HAVE BEEN KILLED. BEFORE PLANTING, TOP DRESS ALL PLANTING BEDS WITH A MINIMUM OF 6 INCHES OF BACKFILL. THEN, CULTIVATE PLANTING AREA TO A DEPTH OF 6 INCHES USING A PLOW, DISC, OR SUBSOILER.

BACKFILL MIX. FOR ALL PLANTINGS, USE BACKFILL MIX CONSISTING OF THE FOLLOWING:  
ONE PART EXCAVATED SOIL.  
ONE PART EPA RATED CLASS IV COMPOST.  
ONE SLOW RELEASE COMMERCIAL FERTILIZER (0-20-20 OR EQUIV.) ADDED AT A RATE OF 5 POUNDS PER CUBIC YARD TO THE BACKFILL MIX.  
IF SOIL AREAS ARE OF HIGH PH (GREATER THAN 6.5), APPLY 1.25 POUNDS OF ELEMENTAL SULFUR PER CUBIC YARD TO THE BACKFILL MIX.  
THE CONTRACTOR SHALL SUBMIT A DETAILED SOIL ANALYSIS PRIOR TO ALL PLANT BED PREPARATION. ANALYSIS SHALL INDICATE SOIL PH, TEXTURE, MAJOR NUTRIENTS, SALTS, ETC. THE CONTRACTOR SHALL AMEND THE SOIL TO MEET THE FOLLOWING CRITERIA. ALL BACKFILL SHALL BE INCORPORATED INTO BACKFILL/PLANT MIX AS RECOMMENDED BY THE INDEPENDENT LAB.

MULCH. SMOOTH AND SHAPE THE BACKFILL MIX TO FORM A SHALLOW BASIN SLIGHTLY GREATER THAN THE PLANTING HOLE. MULCH ALL PLANTING AREAS WITH A LAYER OF FINELY EDED HARDWOOD BARK OF UNIFORM TEXTURE & SIZE. USE SHREDDED HARDWOOD BARK 2 MIN. ONE YEAR. RAKE AND SMOOTH THE ENTIRE AREA OF THE PLANTING BEDS, MULCH DEPTH OF 3 INCHES. AFTER MULCHING AND BEFORE WATERING, ADD A SLOW RELEASE FERTILIZER (12-12-12 OR EQUAL), IN GRANULAR FORM, TO THE TOP OF THE MULCH AT A RATE OF 5 POUNDS PER 1000 SQUARE FEET. DO NOT ALLOW FERTILIZER TO CONTACT THE STEMS, BRANCHES, ROOTS OR LEAVES.

[illegible]

RESTORATION OF DISTURBED AREAS:  
DISTURBED AREAS NOT COVERED BY BUILDING, PAVEMENT OR LANDSCAPE PLANTING BEDS SHALL BE PREPARED FOR GRASS SEED AND SEEDED. LOOSEN RUTS AND WORK THE AREAS TO A MINIMUM OF 6" DEEP PRIOR TO FINE GRADING AND SEEDING WORK. AREAS TO RECEIVE GRASS SEED SHALL HAVE A MIN. 4" TOPSOIL PLACED, SEEDED AND A STRAW/MULCH BLANKET COVER PLACED OVER THE SEEDED AREAS PER ODOT SPECIFICATIONS.

CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING, DELIVERING, APPLYING, MEASURING AND SPREADING OF WATER BASED POLYMER TO KEEP EACH PLANT IN A HEALTHY GROWING CONDITION THROUGHOUT THE PERIOD OF ESTABLISHMENT. THE CONTRACTOR WILL APPLY 1" OF WATER PER INCH OF PLANT SLASHES AT EACH PLANT SITE. INSTALL AN AUTOMATIC DRIP WATERING TUBE BAGS (SUCH AS 20 GALLON TUBE GATOR WATERING BAG) TO PROVIDE ADEQUATE, SLOW RELEASE OF WATER. WATER BAGS SHALL BE MOVED AT THE END OF THE SECOND GROWING SEASON.

TURF GROUNDCOVER (SODDING, SEEDING AND SEED MULCHING):

SEEDING INSTALLATION SHALL CONFORM TO ODOT SPECIFICATIONS. SEED AT 6 LBS/1000 SQ YD WITH THE FOLLOWING SEED MIXTURE:

AN FINE-TYPE TURF FESCUE	70%
4100 PERENNIAL RYEGRASS	20%
AT KENTUCKY BLUEGRASS	10%

LANDSCAPING REQUIREMENT			
DESCRIPTION	REQUIRED	PROVIDED	NOTES
<b>INTERIOR LANDSCAPING</b>			
INTERIOR LANDSCAPING AREA	MIN. 5% OF IMPERVIOUS AREA	1,830 S.F.	
TREE PLANTING	1 DECIDUOUS TREE (2.5" CALIPER) PER 400 S.F. PLUS 1 ADDITIONAL TREE FOR THE FIRST 400 S.F.	5 TREES	400 S.F. = 1 TREE 1430 S.F./400 S.F. = 3.575 ROUNDED TO 4 TREES
SHRUB PLANTING	4 SHRUBS (18" HIGH OR WIDE) PER 400 S.F.	28 SHRUBS	2+2 FOR EVERY 400 S.F. 1830 S.F. / 400 S.F. 4.575 ROUNDED TO 5 5/4 x 4 = 20 SETS
<b>PARKING LOT LANDSCAPING</b>			
LANDSCAPING AREA	5 S.F. PER PARKING SPACE	335 S.F. WITH 67 PARKING SPACES	
TREE REQUIREMENT	1 DECIDUOUS CANOPY TREE (2.5" CALIPER) PER 100 S.F. OF LANDSCAPE AREA	4 TREES	335 / 100 = 3.35 ROUND UP TO 4 TREES
CURBING	ALL LANDSCAPING AREAS MUST BE SURROUNDED WITH CONCRETE CURBING	CONCRETE CURB PROVIDED	PREVENT VEHICLE ENCROACHMENT
<b>SCREEN WALL GREENBELT</b>			
SCREEN WALL HEIGHT	MINIMUM 6 FT HIGH; MAY BE UP TO 8 FT IF REQUIRED BY SITE PLAN REVIEW COMMITTEE	6 FT HIGH PROVIDED	MATCH MUST ADJACENT WALL HEIGHT IF APPLICABLE
GREENBELT WIDTH	MINIMUM 5' WIDE GREENBELT ALONG ENTIRE WALL LENGTH	PROVIDED MORE THAN THE MINIMUM REQUIREMENT	GREENBELT PLANTING: STANDARD USUALLY GRASS, SHRUBS OR CANOPY TREES, ETC.
<b>GREENBELT</b>			
TREES	1 DECIDUOUS TREE (2.5" CALIPER) OR 1 EVERGREEN TREE (2" HEIGHT) PER 100 LINEAR FEET	4 TREES TOTAL: 2 LITTLELEAF LINDEN, 2 RED MAPLE (ALL 2.5" CAL.)	MEETS REQUIREMENT FOR 100 LINEAR FEET OF GREENBELT
WIDTH	MINIMUM 5 FEET	MORE THAN THE REQUIREMENT	MEETS MINIMUM ORDINANCE REQUIREMENT
<b>RIGHT-OF-WAY SCREEN WALL OPTION</b>			
WALL MATERIAL / HEIGHT	30" HEIGHT, FACE/COMMON BRICK OR MASONRY COMPATIBLE WITH PRINCIPAL BUILDING AND LOCAL CHARACTER	MATERIAL MATCHES PRINCIPAL BUILDING	MATCHES ORDINANCE REQUIREMENT
PROTECTION	CONCRETE CURBING, WHEEL BLOCKS OR GUARD POLES AS NEEDED TO PROTECT WALL	WHEEL BLOCKS ARE PROVIDED	COMPLIES WITH VEHICULAR PROTECTION REQUIREMENT



PLANT MATERIAL LIST				
KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE
		DECIDUOUS TREES		
TCG	0	TILIA CORDATA "GREENSPIRE"	GREENSPIRE LITTLELEAF LINDEN	2 1/2" CAL.
AR	4	ACER RUBRUM	RED MAPLE	2 1/2" CAL.
		EVERGREENS		
PA	5	PICEA ABIES	NORWAY SPRUCE	5' HT.
TO	0	THUJA OCCIDENTALS "TECHNY"	MISSION ARBORVITAE	6' HT
		SHRUBS		
HP	6	HYDRANGEA O. "PEE WW"	"PEE WEE" HYDRANGEA	30" HT.
LV	8	LIGUSTRUX VICARYI	GOLDEN PRIVET	30" HT.
BM	12	BUXUS MICROPHYLLA JAPONICA "WINTER GEM"	WINTER GEM BOXWOOD	30" HT



**NORTH**



## NOTES

ALL WATER-SERVICE STOP BOXES, VALVE BOXES, METER PITS & MANHOLES SHALL BE ACCESSIBLE AT ALL TIMES AND SHALL BE ADJUSTED TO FINISHED GRADE AS PART OF THE PROJECT.

### KEY NOTE

TO BE DESIGNED DURING ENGINEERING PERMIT AS A  
STORM WATER RAIN GARDEN



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Beverly Hills, MI 48025  
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iden@kslabbt.com

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CLIENT: \_\_\_\_\_

**28220 JOHN R LLC**  
2425 E. 12 MILE RD SUITE B  
WARREN, MI

**DENTAL OFFICE  
DEVELOPMENT**  
28220 JOHN R. RD  
MADISON HGT., MI

SHEET TITLE:

**LANDSCAPE PLAN**

SHEET NUMBER:

**L1.0**

PROJECT NUMBER:	MD25-103
DRAWN BY:	S. SALMAN
CHECKED BY:	I. KALABAT

## Section 3.15 B-2 Community Business District

### PREAMBLE

The B-2 Community Business District is designed to cater to the needs of a larger consumer population than is served by the Neighborhood Business District and may be characterized by an integrated cluster of establishments served by a common parking area and generating large volumes of vehicular and pedestrian traffic. The B-2 district is intended along, and at the intersections of, major arterial streets.

PERMITTED USES	SPECIAL LAND USES	ACCESSORY USES
<ul style="list-style-type: none"> <li>Artist Studio</li> <li>Banquet/Assembly/Meeting Halls (greater than 75 persons) <a href="#">7.03(5)</a></li> <li>Banquet/Assembly/Meeting Halls (less than 75 persons) <a href="#">7.03(5)</a></li> <li>Bars and Taprooms</li> <li>Business or Trade Schools</li> <li>Child/Adult Day Care Center and Preschools <a href="#">7.03(6)</a></li> <li>Contractor's Office <a href="#">7.03(9)</a></li> <li>Essential Public Utility Services</li> <li>Financial Institutions</li> <li>Firearm Retail Sales <a href="#">7.03(13)</a></li> <li>General Retail, Small to Mid-Format (up to 30,000 sq. ft.) and Large-Format (&gt;30,000 sq. ft.)</li> <li>Government Office Building/Courthouse/Public Police and Fire Services</li> <li>Home Improvement Centers and Garden Centers, Small to Mid-Format (up to 30,000 sq. ft.) and Large Format (&gt;30,000 sq. ft.) <a href="#">7.03(17)</a></li> <li>Incubator Kitchen or Catering Facility</li> <li>Incubator Workspaces</li> <li>Indoor Recreational Business <a href="#">7.03(21)</a></li> <li>Industrial Tool and Equipment Sales, Rental, Service, Storage and Distribution</li> <li>Institutions of Higher Learning</li> <li>Medical Office</li> <li>Microbreweries, Wineries and Distilleries</li> <li>Personal Service Establishments</li> <li>Pharmacy</li> <li>Post Office</li> <li>Professional Office</li> <li>Public Library, Museum, Art Center, Community Center</li> <li>Public Parks</li> <li>Religious Institutions, Private Clubs, and Lodges (greater than 75 persons) <a href="#">7.03(39)</a></li> </ul>	<ul style="list-style-type: none"> <li>Auto Repair and Service (Major) <a href="#">7.03(2)</a></li> <li>Auto Repair and Service (Minor) <a href="#">7.03(2)</a></li> <li>Auto Sales (New and Used) and Rental <a href="#">7.03(3)</a></li> <li>Commercial Kennels and Boarding Facilities <a href="#">7.03(8)</a></li> <li>Funeral Homes <a href="#">7.03(15)</a></li> <li>Gasoline/Recharging Stations <a href="#">7.03(16)</a></li> <li>Hospital <a href="#">7.03(19)</a></li> <li>Hotels and Lodging Facilities <a href="#">7.03(20)</a></li> <li>K-12 Schools, Public or Private</li> <li>Outdoor Recreational Business <a href="#">7.03(32)</a></li> <li>Parking as a Principal Use <a href="#">7.03(34)</a></li> <li>Regulated Uses <a href="#">7.03(38)</a></li> </ul>	<ul style="list-style-type: none"> <li>Accessory Buildings, Structures and Uses <a href="#">Section 8.03</a></li> <li>Drive-Through Facilities <a href="#">7.03(11)</a></li> <li>Outdoor Dining and Seating <a href="#">7.03(31)</a></li> <li>Outdoor Sales and Display <a href="#">7.03(33)</a></li> </ul>

<ul style="list-style-type: none"> <li>Religious Institutions, Private Clubs, and Lodges (less than 75 persons) <a href="#">7.03(39)</a></li> <li>Residential/Commercial Mixed-Use <a href="#">7.02(2)</a></li> <li>Restaurant</li> <li>Temporary Buildings and Uses <a href="#">7.03(43)</a></li> <li>Theater</li> <li>Tobacco/Smoke Shop or Smoke Lounge <a href="#">7.03(44)</a></li> <li>Tutoring and Instructional Services</li> <li>Veterinary Clinic or Animal Grooming <a href="#">7.03(46)</a></li> </ul>		
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The above list is a summary of Principal Permitted Uses, Special Land Uses, and Accessory Uses in the district. Uses provided with a section reference indicates uses that have specific use standards. Refer to [Article 2](#) for definitions of uses.

#### DIMENSION REGULATIONS

Lot Standards		Minimum Setbacks	
Min. Lot Area (sq. ft.)	--	Front Yard (ft.)	10 ft.
Min. Lot Width (ft.)	--	Side Yard (one) (ft.)	10 ft. <a href="#">(A)</a>
Max. Lot Coverage	--	Side Yard (total of 2) (ft.)	20 ft. <a href="#">(A)</a>
Min. Floor Area/Unit		Street Sides (ft.)	10 ft.
Max. Building Height (ft.)	40 ft.	Rear Yard (ft.)	20 ft. <a href="#">(B)</a>
Max. Building Height (stories)			

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



iv. *A statement that the responsible party may appear and present evidence on their behalf and has the right to be represented by legal counsel.*

8. **Residential Dwellings Exempted.** A Certificate of Occupancy is not required for the change of ownership or tenancy of an existing residential dwelling unit.

## Section 15.04 Site Plan Review

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

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

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

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

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

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

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

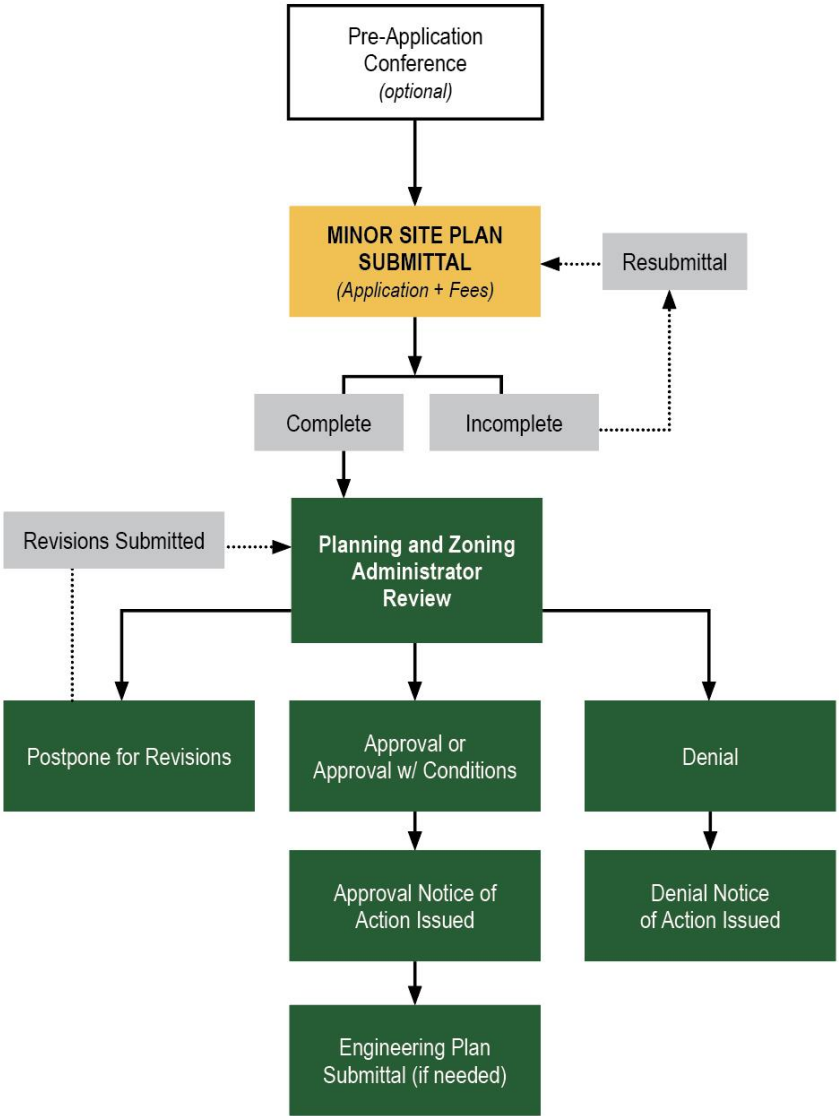
- (6) The Technical Review Committee or Planning Commission, when authorized to act upon a major site plan shall approve, approve subject to conditions, deny, or postpone action on the site plan:
- (a) *Approval:* Upon determination that a major site plan is in compliance with the requirements of this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

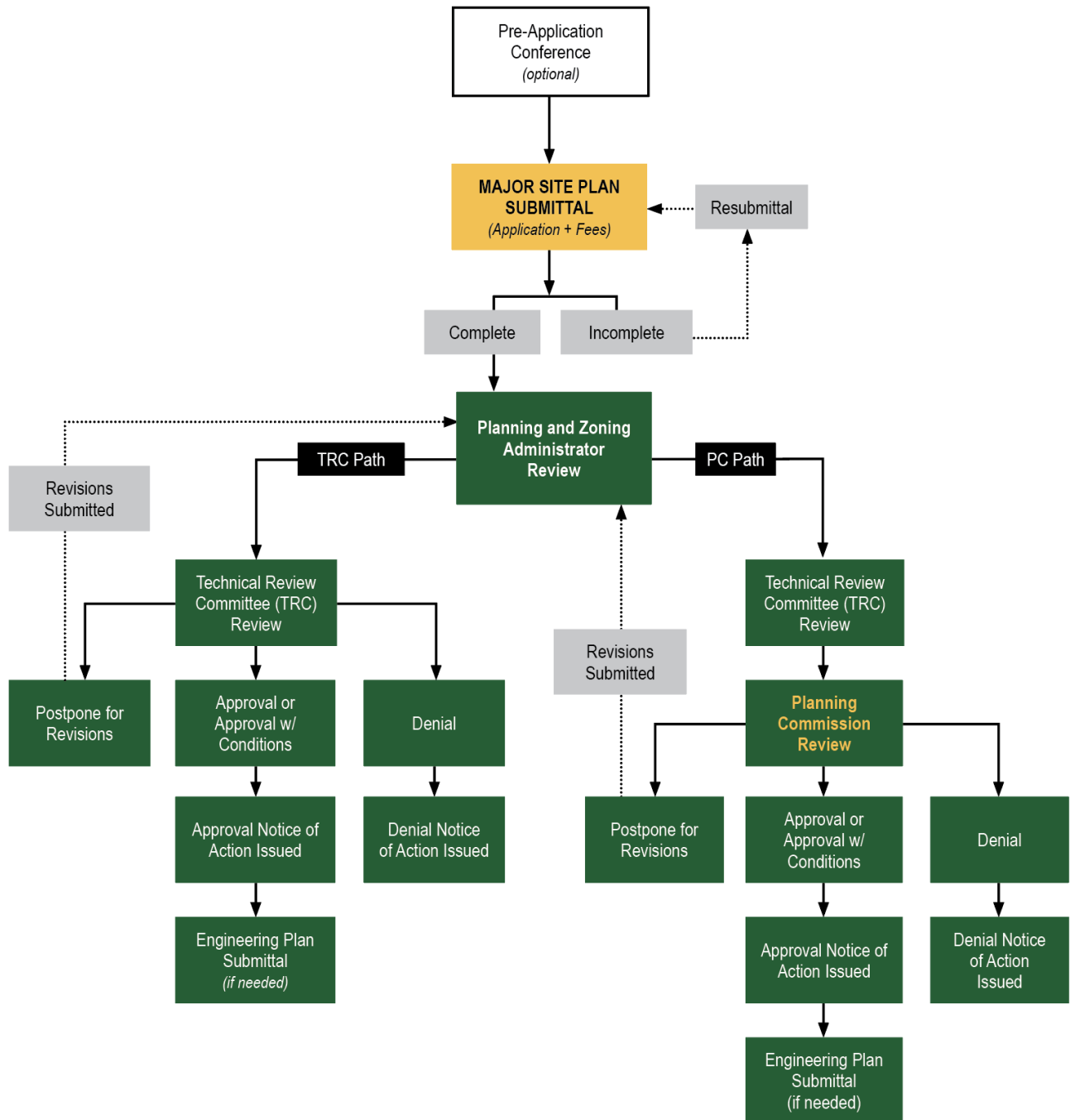
E. **Engineering Plan.** At the time of minor or major site plan review, the Planning and Zoning Administrator or Technical Review Committee shall determine if the proposed site plan requires the submittal of an Engineering Plan. Unless waived by the Technical Review Committee, all Major Site Plans shall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

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



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





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

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

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

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

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

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



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

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

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

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

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

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

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

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

H. **Groundwater and Surface Water Protection Standards.**

(1) **General.**

- (a) The project shall be designed to protect the natural environment, including wetlands, surface water and groundwater, and to insure the absence of an impairment, pollution, and/or destruction of the air, water, or other natural resources.
- (b) Stormwater management and drainage facilities shall be designed to retain the natural retention and storage capacity of any wetland, water body, or watercourse, and shall not increase flooding or the potential for pollution of surface water or groundwater, on-site or off-site.
- (c) Floor drains shall be connected to a public sanitary sewer system, an on-site holding tank without an outlet, or a system authorized by a state groundwater discharge permit.
- (d) Sites shall be designed to prevent spills and discharges of hazardous substances and polluting materials to the air, surface of the ground, groundwater, or surface water.
- (e) State and federal agency requirements for storage, spill prevention, record-keeping, emergency response, transport and disposal of hazardous substances and polluting materials shall be met. No discharges to surface water or groundwater, whether direct or indirect, shall be allowed without required permits and approvals.
- (f) In determining compliance with the standards in this Ordinance, the city may utilize appropriate and applicable reference standards regarding best management practices for groundwater protection.

(2) **Above-Ground Storage and Use Areas for Hazardous Substances and Polluting Materials.**

- (a) Secondary containment of hazardous substances and polluting materials shall be provided. Secondary containment shall be sufficient to store the substance for the maximum anticipated period of time necessary for the recovery of any released substance.
- (b) Outdoor storage of hazardous substances and polluting materials shall be prohibited except in product-tight containers that are protected from weather, leakage and vandalism.
- (c) Secondary containment structures shall not have floor drains or other outlets, except as necessary for connection to pumping trucks for removal of spilled product.
- (d) Areas and facilities for loading, handling, production, use or disposal of hazardous substances and polluting materials shall be designed and constructed to prevent discharge or run-off to floor drains, wetlands, surface water, groundwater or soils.

(3) **Underground Storage Tanks for the Storage of Hazardous Substances and Polluting Materials.**

- (a) Existing and proposed underground storage tanks shall be registered with the authorized state or federal agency in accordance with applicable state and federal law.
- (b) Installation, operation, maintenance, closure, and removal of underground storage tanks shall be in accordance with requirements of the authorized agencies. Leak detection, corrosion protection, spill prevention, and secondary containment requirements shall be met.
- (c) Out-of-service or abandoned underground tanks shall be emptied and removed from the ground in accordance with requirements of the authorized state and federal agencies.

(4) **Sites with Contaminated Soils and/or Groundwater.**

- (a) Site plans shall detail the nature of location and extent of any contaminated soils or groundwater on the site.

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

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

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



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

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

## 7. Site Plan Guarantee.

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

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

## Section 15.05 Special Land Use Review

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



## MEMORANDUM

Date: July 3<sup>rd</sup>, 2025

To: City of Madison Heights Planning Commission [July 15<sup>th</sup> Meeting]

From: Matt Lonnerstater, AICP – City Planner

Subject: Update on City-Initiated Rezoning of Qualified Properties [Religious Institutions]

At their June 17<sup>th</sup>, 2025 meeting, the Planning Commission directed staff to formally initiate the proactive rezoning of certain qualified properties currently improved with religious institutions. These rezonings, if approved, aim to better-align the zoning of these properties with existing land use patterns, the City's Master Plan, and adjacent transportation systems. Further, this rezoning process will have the effect of *increasing* building expansion and development potential while simultaneously ensuring that all existing uses remain conforming to Ordinance standards.

As directed by the Planning Commission, the following properties will be included in the formal rezoning process. Please also refer to the attached map.

Map #	Address	Current Tenant	Current Zoning	Proposed Zoning
1	555 E. 13 Mile Rd.	MH Church of Nazarene	R-1	R-MN
2	1434 E. 13 Mile Rd.	St. Patrick Episcopal Church	R-2	R-MF
3	30801 Dequindre Rd.	Arabic Evangelical Alliance Church	R-2	MUI-2
4	1042 E. 12 Mile Rd.	Gospel Life Church	R-3	R-MN
5	500 W. Gardenia Ave.	Korean First Central United Church	R-3	R-MN
6	30728 John R Rd.	Vacant (Previously Red Oaks Church)	B-1, R-2 (split-zoned)	B-1 (eliminate split-zoning)

The formal public hearing will be tentatively scheduled for the **August 19<sup>th</sup> Planning Commission meeting**. Staff has sent out the attached informational letter and public response form to the property owners and tenants of these qualified properties. Planning staff will also be holding a drop-in-style office hours event on **Friday, July 18<sup>th</sup> from 1-2:30 p.m.** in the Executive Conference Room at City Hall to allow property owners and tenants to find out more information and ask any additional questions they may have. Impacted property owners and adjacent property owners will also receive the required public hearing notice for the August 19<sup>th</sup> Planning Commission meeting.







# City of Madison Heights

**City Hall Municipal Offices**  
300 W. Thirteen Mile Road  
Madison Heights, MI 48071

**Department of Public Services**  
801 Ajax Drive  
Madison Heights, MI 48071

**Fire Department**  
31313 Brush Street  
Madison Heights, MI 48071

**Police Department**  
280 W. Thirteen Mile Road  
Madison Heights, MI 48071

[www.madison-heights.org](http://www.madison-heights.org)

July 3<sup>rd</sup>, 2025

## RE: City-Initiated Rezonings for Certain Qualified Properties

Dear property owner and/or current tenant:

The City of Madison Heights is initiating a proactive rezoning of certain qualified properties to the R-MN (Residential Mixed-Neighborhood), R-MF (Residential Multi-Family), MUI-2 (Mixed-Use Innovation 2), or B-1 (Neighborhood Business) district. These rezonings, if approved, aim to better-align the zoning of these properties with existing land use patterns, the City's Master Plan, and adjacent transportation systems. Further, this rezoning process will have the effect of *increasing* building expansion and development potential while simultaneously ensuring that all existing uses remain conforming to Ordinance standards. Properties included in this proactive rezoning process share the following characteristics:

- Currently zoned One-Family Residential (R-1, R-2, or R-3).
- Located on a moderate to high-traffic street identified as either an "arterial" or "collector" street in the Madison Heights Master Plan.
- Currently improved with a religious institution, private club, or lodge.

If you received this letter, then you are the registered owner and/or current tenant of a qualified property that is scheduled to be included in this rezoning process. **This rezoning process will not negatively impact your ability to continue to operate or expand your current use.**

### Background

Madison Heights adopted a new Zoning Ordinance in 2024 which replaced an outdated ordinance that had been in effect for nearly fifty years. The previous Zoning Ordinance (pre-2024) only permitted religious institutions such as churches, synagogues, mosques, temples, etc. in the one-family residential and office zoning districts. The new Zoning Ordinance permits religious institutions, private clubs, and lodges in a greater number of zoning districts including, in some capacity, residential, office, business, and mixed-use districts. While several properties improved with religious institutions or clubs were rezoned as part of the 2024 Zoning Ordinance adoption, several properties on higher-traffic streets still retain one of the lower-density one-family residential zoning designations; these zoning designations are out of character with the street system and nearby land use and development patterns and potentially jeopardize opportunities for future expansion projects or redevelopment.

### Area Code (248)

Active Adult Center.....	545-3464	Finance .....	583-0846	Nature Center .....	585-0100
Assessing.....	858-0776	Fire Department.....	588-3605	Police Department.....	585-2100
City Clerk.....	583-0826	43rd District Court.....	583-1800	Purchasing.....	583-0828
City Manager .....	583-0829	Human Resources.....	583-0828	Recreation.....	589-2294
Community Development .....	583-0831	Library .....	588-7763	Water & Treasurer .....	583-0845
Department of Public Services.....	589-2294	Mayor & City Council.....	583-0829		

### Qualifying Properties

At their June 17<sup>th</sup>, 2025 meeting, the Madison Heights Planning Commission identified the following properties to include in this rezoning process. (These properties are also highlighted in the attached zoning map):

Map #	Address	Current Tenant	Current Zoning	Proposed Zoning
1	555 E. 13 Mile Rd.	MH Church of Nazarene	R-1	R-MN
2	1434 E. 13 Mile Rd.	St. Patrick Episcopal Church	R-2	R-MF
3	30801 Dequindre Rd.	Arabic Evangelical Alliance Church	R-2	MUI-2
4	1042 E. 12 Mile Rd.	Gospel Life Church	R-3	R-MN
5	500 W. Gardenia Ave.	Korean First Central United Church	R-3	R-MN
6	30728 John R Rd.	Vacant (Previously Red Oaks Church)	B-1, R-2 (split-zoned)	B-1 (eliminate split-zoning)

Zoning district summaries are provided below:

- **R-1/R-2/R-3 (One-Family Residential):** 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.
- **R-MN (Residential Mixed Neighborhood):** Designed to promote a variety of housing opportunities including single-family attached and detached, townhomes, and two, three and four-family dwelling structures and will serve as zones of transition between the higher density residential/non-residential districts and lower density single-family districts. The R-MN district is further intended to allow for a residential density to support nearby businesses and the City Center district.
- **R-MF (Residential Multi-Family):** Designed to provide sites for multiple-dwelling structures which will serve as zones of transition between the non-residential districts and lower density single-family districts.
- **B-1 (Neighborhood Business):** Designed to meet the day-to-day convenience shopping and service needs of persons residing in adjacent residential areas. The B-1 district shall encourage uses and design that are compatible with, and accessible to, nearby residential uses, thus reducing the number of vehicle trips required in these areas.
- **MUI-2 (Mixed-Use Innovation 2):** Established to promote the redevelopment of moderate to larger-scale regional commercial centers into walkable, compact developments featuring a cohesive mix of commercial, residential, and recreational land uses. MUI-2 development standards are intended to allow for the creation of integrated mixed-use, walkable districts, which prioritize pedestrian connectivity over vehicle circulation and parking. The MUI-2 district is also intended as an alternative format for larger-scale commercial uses than that of the Business (B) zoning districts.

### **Response Form and Office Hours**

Your opinion on this planned rezoning process is vital. We hope that you will take the time to review this letter, including the proposed zoning district information, to understand the city's goals regarding this process. A **response form** is attached to this letter where we welcome your feedback.

City staff will also be holding an open office hours event on **Friday, July 18<sup>th</sup> from 1 – 2:30 p.m. in the Executive Conference Room at City Hall, 300 W. 13 Mile Road**. This will be an informal, drop-in-style event where you can meet with City staff to ask any questions you may have about these rezonings.

### **Public Hearing**

Following the office hours event on **Friday, July 18<sup>th</sup>**, a formal rezoning application will be prepared for a public hearing at the Planning Commission (date to be determined). Following the public hearing, the Planning Commission will make a recommendation to City Council for final action. As an affected party, you will receive a mailed notice ahead of the scheduled public hearing.

### **Frequently Asked Questions**

- *Will this rezoning process negatively impact our ability to continue to operate our religious institution/club on the property or the ability to expand in the future?*

No! Religious institutions, clubs and lodges will remain a permitted use on your property (either "by-right" or a Special Land Use) after rezoning. In fact, this rezoning process aims to increase and streamline opportunities to expand your current use or develop new uses on the property in the future.

- *Will this rezoning directly impact our current property taxes?*

No. Property tax is based on current use and improvements on the property, not the zoning district or planned future land uses. Any existing property tax exemptions for religious or educational nonprofit organizations will remain in place.

- *Do I need to take any further action?*

No. However, you are invited to provide feedback on the attached response form, attend the drop-in office hours event on **July 18<sup>th</sup>**, and/or attend the upcoming public hearing at the Planning Commission (public hearing mailers with date/time information to be mailed separately).

Sincerely,



Matthew D. Lonnerstater, AICP  
City Planner | City of Madison Heights  
[MattLonnerstater@madison-heights.org](mailto:MattLonnerstater@madison-heights.org)  
(248) 837-2649



# City of Madison Heights

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## CITY OF MADISON HEIGHTS RESPONSE FORM

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If you received this letter, then you are the registered owner and/or current tenant of a qualified property that is scheduled to be included in this rezoning process. *This rezoning process will not impact your ability to continue to operate or expand your current use.*

**You are invited to attend a drop-in style office hours event on Friday, July 18<sup>th</sup> from 1 – 2:30 p.m. in the Executive Conference Room at City Hall, 300 W. 13 Mile Road.** You will receive an additional public notice mailer for the public hearing to be held at an upcoming Planning Commission meeting (date TBD).

Participants may also choose to submit comments that can be read into the record at the upcoming public hearing. To submit a written reply, you may use this form to reply by mail or email. Returning this form has as much validity as verbal comments at the public hearing. Unsigned or anonymous comments **will not** be considered.

Return via email: [MattLonnerstater@madison-heights.org](mailto:MattLonnerstater@madison-heights.org)

Return via mail: Community and Economic Development Department  
300 W. Thirteen Mile Road  
Madison Heights, Michigan 48071  
(248) 837-2649

☐ I SUPPORT ☐ I OBJECT TO

THE PLAN TO REZONE MY PROPERTY FOR THE FOLLOWING REASONS:

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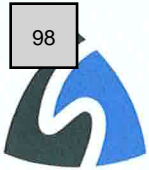
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Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_





CITY OF  
**Sterling  
Heights**  
InnovatingLiving

Richard J. Notte Sterling Heights City Center  
City Hall  
40555 Utica Road | P.O. Box 8009  
Sterling Heights, MI | 48311-8009

TEL 586.446.CITY (2489) FAX 586.276.4077  
cityhall@sterlingheights.gov | sterlingheights.gov  
facebook.com/cityofsterlingheights | Instagram: @cityofsterlingheights  
YouTube: youtube.com/@SHTV

**City Council**

Mayor  
Mayor Pro Tem  
Councilwoman  
Councilman  
Councilwoman  
Councilman  
Councilwoman

Michael C. Taylor  
Liz Sierawski  
Deanna Koski  
Michael V. Radtke Jr.  
Maria G. Schmidt  
Henry Yanez  
Barbara A. Ziarko

**City Manager**

Mark D. Vanderpool

Item 5.



June 18, 2025

**RE: Adoption of Master Plan City of Sterling Heights**

To Whom It May Concern:

In accordance with the Michigan Planning Enabling Act, P.A. 33 of 2008, the City of Sterling Heights is notifying you that City Council adopted the Master Plan on May 20, 2025.

A copy of the adopted Master Plan is available on the City's webpage:  
<https://sterlingheights.gov/2257/City-Plans>

Sincerely,

*Geoff Gariepy*

Geoff Gariepy, Chairman  
Sterling Heights Planning Commission

City of Sterling Heights  
40555 Utica Road  
Sterling Heights, MI 48313