



MEMORANDUM

Date: October 3rd, 2024
To: City of Madison Heights City Council
From: Matt Lonnerstater, AICP – City Planner
Subject: Zoning Text Amendment (24-03) – Use Specific Standards related to Temporary Uses – First Reading

Introduction

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

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

This memo addresses proposed text amendments to Section 7.03.43– Use Specific Standards related to Temporary Uses – pertaining to recurring special events. The Planning Commission recommended approval of the proposed text amendment at their September 17th, 2024 meeting.

Background

The Zoning Ordinance contains specific provisions for temporary uses and divides them into three general categories: temporary outdoor displays/sales, seasonal sales lots, and special events. Since Ordinance adoption, staff has received several requests for weekly cornhole tournaments in the parking lots of bars and restaurants. While this type of recurring event most appropriately fits into the “special events” category, the current language limits properties to three (3) special events per calendar year, with a fourteen (14) day gap between events.

When drafted, the original intent of the “special event” category was to accommodate larger events such as fairs and carnivals. In its application, the current language would only permit restaurants to hold three recurring events per year, separated by fourteen days; this is fairly restrictive, and inhibits the ability for restaurants and bars to hold unique recurring events such as cornhole tournaments, farmers markets, craft markets, etc.

To allow more flexibility to business owners and allow for more active and unique events throughout the community, staff recommends adding a “recurring event” provision to the Special Events category, allowing business owners/property owners to hold a recurring event (1-2 consecutive days each) up to a total of ten (10) days per calendar year. A recurring event could be applied for under a single special event permit, which would count toward the total number of special events allotted per year.

An additional minor modification clarifies that if the applicant for a temporary use permit is not the property owner, they shall provide a signed letter of authorization from the property owner with the application.

Planning Commission Action

At their September 17th, 2024 meeting, the Planning Commission held a public hearing and recommended approval of the proposed text amendment, as written. Draft minutes from this meeting are attached.

Next Step

Based on the Planning Commission’s recommendation, staff recommends that City Council approve ordinance #2024 (ZTA 24-03) upon first reading and schedule the second and final reading for the October 28th, 2024 City Council meeting.