



**CITY OF MADISON HEIGHTS  
COMMUNITY DEVELOPMENT DEPARTMENT**



## **OUTSIDE SALES AND DISPLAY PERMIT REGULATIONS**

The Madison Heights Zoning Ordinance and Business Licensing Ordinance regulate the outside sales and display of any commodity, including fireworks. The Zoning Ordinance also regulates the use of all temporary structures including tents.

### **ZONING**

In order to set up an outside sales and display area the property must be zoned B-1, B-2, or B-3 and have sufficient space for the sales area. The sales area may not occupy any required parking space or aisle, or any driveway or fire lane. In addition there must be sufficient separation between vehicular and pedestrian traffic to insure customer safety.

The Zoning Ordinance also requires Zoning Board of Appeals approval for any temporary structure. The ZBA meets once a month when there are cases to be heard and the lead-time for applications is three (3) weeks and three (3) days before the meeting. The Ordinance allows temporary structures for a period of two (2) years.

### **BUSINESS LICENSING**

All retail or service businesses operating in the City requires a business license. The Business Licensing Ordinance requires that applicants have an established physical presence in the City (a building). Businesses who have a valid business license may apply for an Outside Sales and Display Permit (License), which requires approval of City Council. Temporary vendors without a valid business license are not eligible to obtain outside sales and display permits. Applications for Outside Sales and Display Permits require a site plan, which must be approved by the Community Development and Fire Departments prior to being placed on the Council agenda.

### **FIREWORKS SALES**

In compliance with State law, and in addition to the above local requirements, all applicants requesting to sell fireworks must provide a valid State of Michigan Fireworks Permit.