



City of Eastpointe  
 23200 Gratiot Avenue  
 Eastpointe, MI 48021  
[cityofeastpointe.net](http://cityofeastpointe.net)

# APPLICATION PLANNING DEPARTMENT EVENT HALL

<b>DATE:</b>	<b>PROJECT ADDRESS &amp; NAME:</b>
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## APPLICATION DETAILS

THE ZONING ORDINANCE REGULATES EVENT HALLS AS SPECIAL LAND USES IN THE NEIGHBORHOOD MIXED-USE DISTRICT FOR PARCELS LOCATED ALONG 8 MILE, 10 MILE AND GRATIOT (OTHER PARCELS WITHIN THIS DISTRICT ARE NOT ALLOWED TO HAVE EVENT HALLS, I.E. KELLY RD.) AND THE REGIONAL MIXED-USE DISTRICT. SPECIAL LAND USES REQUIRE PLANNING COMMISSION AND CITY COUNCIL APPROVALS.

BELOW IS THE DEFINITION OF EVENT HALL. IF A BUSINESS MEETS THIS DEFINITION, THEY MUST SUBMIT THIS APPLICATION ALONG WITH THE SPECIAL LAND USE AND SITE PLAN APPLICATION. ONLY COMPLETE APPLICATIONS ARE CONSIDERED.

**DEFINITION: EVENT HALL**

A special purpose room, or a building, used for hosting social and business events. Events are not open to the public; they are pre-planned and by invitation only. Event halls may or may not provide food and beverage services. Examples include but are not limited to catering and / or banquet halls.

**ADDITIONAL STANDARDS**

No outdoor storage is permitted. Outdoor sales are permitted, but any use of tents larger than 10 x 10 SF or sales involving food /beverage must receive proper permitting and inspections from the City of Eastpointe Fire and Building Department and Macomb County Health Department. Sales involving liquor must have proper licensing from the Michigan Liquor Control Commission (MLCC). Note: Event halls are not allowed to provide, sell or house liquor without a license from the MLCC.

List the specific types of events / activities that will occur at the property.

**What is the maximum number of anticipated guests?  
 How many employees will work an event?**

**Is food prepared / served on site? Yes / No  
 If Yes, please describe:**

**What are the hours of operation? Will amplified music be played inside? If yes, until what time?**

**How will trash be collected and disposed? If a dumpster is needed, it must be in a permanent enclosure.**

**Demonstrate the parking available (including barrier-free spaces) on a dimensional site plan. If there is shared parking, that also must be detailed. Attach informal site plan.**

**Do you have a liquor license? Yes / No  
 If Yes, please attach copy of MLCC license.**

**Screening devices.** A permanent wall may be needed between the proposed event space and the adjacent residential property. 1) Is there an existing wall protecting neighboring residential property from the commercial property? If not, you may need to determine whether the property owner or tenant will add that wall. 2) Is there a screening device between the parking lot and sidewalk? If not, a screening device must be added.

**Signature.** I hereby attest that the above information is *accurate and complete*. If any information provided is false or inaccurate, for example, the use I indicate on the application is different than the use in practice, I acknowledge that the business will lose its business license immediately and must shut down.