

VILLAGE OF DECATUR SPECIAL COUNCIL MEETING AGENDA



Monday,
March 18, 2024



VILLAGE OF DECATUR
SPECIAL COUNCIL
MEETING

Monday, March 18, 2024 – 5:30 PM

Village Hall – 114 N. Phelps Street, Decatur, MI 49045

5:30 PM Special Council Meeting (Action to be taken by Council on the following agenda items)

Note: Please be courteous and turn off cell phones during the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (Excused Absences if Any)

4. PUBLIC COMMENT

5. APPROVAL OF CONSENT AGENDA ITEMS

5A.1 – Approval of the Special Council Meeting Agenda for March 18, 2024.

6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST

6A.1 – Katie Vanderhulst, Abonmarche, Parks & Recreation updates

9. PUBLIC HEARING

9A.1 – Request to hold a public hearing to receive public comment regarding the submittal of a Michigan Department of Natural Resources (DNR) Michigan Natural Resources Trust Fund (MNRTF) grant application to fund the Red Woolfe Improvements Project

10. UNFINISHED BUSINESS

11. NEW BUSINESS

11A.1 – Request to adopt Resolution 2024-004, MNRTF Grant Application for the Red Woolfe Park Improvements Project

11A.2 – Request to adopt Resolution 2024-005, Recreation Passport Application for Fireman's Park Improvements Project

11A.3 – Request to adopt Resolution 2024-006, Decatur Day Midwest Fest 2024 Road Closure

11A.4 – Request to adopt Resolution 2024-007, Village of Decatur Social District Management Plan

12. PUBLIC COMMENTS – SECOND OPPORTUNITY

13. COUNCIL COMMENTS

14. ADJOURNMENT

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the President.
2. Verbal report provided by staff.
3. President asks council members if they have any questions for staff to clarify the staff report.
4. Motion is made by a council member and seconded by another council member.
5. President then calls on council members to discuss the motion if council members wish to discuss.
6. President calls for a vote on the item after discussion has occurred.





Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Shantel Pentland, Administrative Assistant
REVIEWED BY: Christopher Tapper, Village Manager
DATE: March 18, 2024

SUBJECT: Request to hold a Public Hearing for the Michigan Natural Resources Trust Fund Grant Application, and subsequently adopt Resolution 2024-004

Action Requested:

It is requested that the Village Council hold a Public Hearing to receive comments and discussion regarding the Michigan Natural Resources Trust Fund Grant Application for the Red Woolfe Park Improvements Project, and subsequently adopt Resolution 2024-004.

Background:

The Parks & Recreation Committee has been diligently working on site plans for the Red Woolfe Park Improvements Project since 2022. A new funding opportunity is being explored for this project, the DNR Michigan Natural Resources Trust Fund (MNRTF) Grant. This Grant would require a 26% match from the Village, in the amount of \$133,180.50. The total project cost for phase 1 is estimated to be \$512,232.50.

The Phase 1 scope of work for the Red Woolfe Park Improvements Project includes the following:

- EX Launch kayak system (rack, launch, and gangway)
- Expansion of the existing public beach
- Paved parking lot
- Sidewalk Construction, including walking paths throughout the park
- Accessible picnic tables, park benches, signage, and trash receptacles
- Site grading, erosion control, and landscaping

Attachments:

Red Woolfe Park Improvements Project Site Plan

Red Woolfe Park Improvements Project Phase 1 Estimates



NOTICE OF PUBLIC HEARING AND VILLAGE COUNCIL SPECIAL MEETING

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE VILLAGE OF DECATUR, VAN BUREN COUNTY, MICHIGAN, AND ALL OTHER INTERESTED PARTIES.

PLEASE TAKE NOTICE that a Public Hearing/Special Council Meeting will be held by the Village of Decatur Village Council on Monday, March 18, 2024, at 5:30p.m. at the Decatur Village Hall located at 114 North Phelps Street within the Village.

PLEASE TAKE NOTICE that the item(s) to be considered at this Public Hearing include, in brief, the following:

1. Notice of Public Hearing to receive public comment regarding the submittal of a Michigan Department of Natural Resources (DNR) Michigan Natural Resources Trust Fund (MNRTF) grant application to fund the Red Woolfe Improvements Project in Decatur, MI. The project will include the construction of a paved parking lot, walking paths throughout the park, an evergreen buffer, accessible seating areas and other amenities (trash and recycle bins), beach expansion, kayak rack, launch, and gangway.
2. Any additional Agenda Items

PLEASE TAKE FURTHER NOTICE that written comments may also be submitted in advance of the meeting and delivered to Village Hall, or may be e-mailed to Manager Christopher Tapper at ctapper@decaturmi.us

Comments and questions can be directed to:

Village of Decatur
Megan Duncan, Village Clerk
114 N. Phelps Street
Decatur, MI 49045
(269) 423-6114

The Village of Decatur will provide necessary reasonable auxiliary aids and services to individuals with disabilities at this meeting upon four (4) days' notice to the Village Clerk.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Shantel Pentland, Administrative Assistant
REVIEWED BY: Christopher Tapper, Village Manager
DATE: March 18, 2024

SUBJECT: Request to adopt Resolution 2024-004, MNRTF Grant Application for the Red Woolfe Park Improvements Project

Action Requested:

It is requested that the Village Council adopt Resolution 2024-004, MNRTF Grant Application for the Red Woolfe Park Improvements Project

Background:

The Parks & Recreation Committee has been diligently working on site plans for the Red Woolfe Park Improvements Project since 2022. A new funding opportunity is being explored for this project, the DNR Michigan Natural Resources Trust Fund (MNRTF) Grant. This Grant would require a 26% match from the Village, in the amount of \$133,180.50. The total project cost for phase 1 is estimated to be \$512,232.50.

The Phase 1 scope of work for the Red Woolfe Park Improvements Project includes the following:

- EX Launch kayak system (rack, launch, and gangway)
- Expansion of the existing public beach
- Paved parking lot
- Sidewalk Construction, including walking paths throughout the park
- Accessible picnic tables, park benches, signage, and trash receptacles
- Site grading, erosion control, and landscaping

Attachments:

Red Woolfe Park Improvements Project Site Plan

Red Woolfe Park Improvements Project Phase 1 Estimates

VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

RESOLUTION 2024-004: MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT APPLICATION FOR THE RED WOOLFE PARK IMPROVEMENTS PROJECT

WHEREAS, the Village of Decatur supports the Department of Natural Resources (DNR) submission of an application titled "Red Woolfe Park Improvements Project" to the Michigan Natural Resources Trust Fund (MNRTF) program for improvements to the park located at 45280 Pine Street, Decatur, MI 49045; and

WHEREAS, the proposed application is supported by the Community's 5-Year Parks and Recreation Plan; and

WHEREAS, the location of the proposed project is within the jurisdiction of the Village of Decatur; and

WHEREAS, the proposed project, if completed, will be a benefit to the community; and

WHEREAS, the Village of Decatur is hereby making a financial commitment to the project in the amount of \$133,180.50 matching funds, in cash.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF DECATUR, VAN BUREN COUNTY MICHIGAN, THAT:

The Decatur Village Council hereby authorizes the submission of a Michigan DNR MNRTF Grant Application for \$379,052, and further resolves to make available its financial obligation amount of \$133,180.50 (26%) of a total \$512,232.50 project cost, during the 2025-2026 fiscal year.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

RESOLUTION DECLARED ADOPTED

Resolved this 18th day of March, 2024:

Ali Elwaer, Village President

Megan Duncan, Village Clerk & Treasurer

CERTIFICATION OF RESOLUTION

I, Megan Duncan, Clerk & Treasurer of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Decatur, Michigan, at a Special Meeting held March 18, 2024.

Megan Duncan, Village Clerk & Treasurer

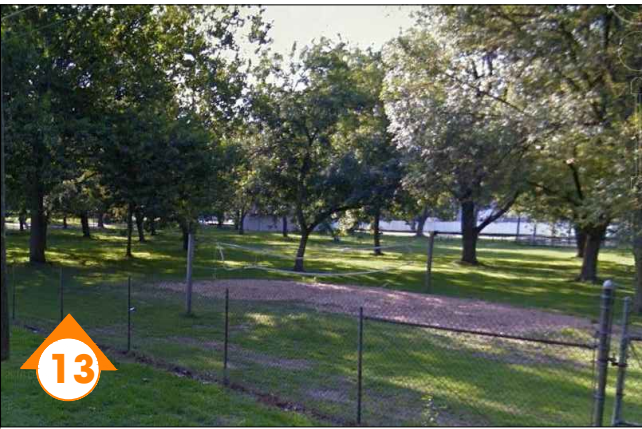
Engineer's Opinion of Probable Project Cost

Project:	Red Woolfe Park
Project No:	P24-0022
Description:	Phase 1
Stage:	Feasibility
Date:	3/1/2024
Prepared By:	JJG

Notes: Estimate includes sidewalk as shown on site plan, paved parking lot with signage and pavement markings, beach expansion, landscaping/ evergreen buffer and kayak launch.

Proposed Improvements					
Line	Item	Quantity	Unit	Unit Cost	Item Cost
1	Mobilization, Max \$35,000	1.00	LSUM	\$ 35,000.00	\$ 35,000.00
2	Site Grading	1.00	LSUM	\$ 25,000.00	\$ 25,000.00
3	Minor Traf Devices	1.00	LSUM	\$ 2,500.00	\$ 2,500.00
4	Sidewalk, Rem	75.00	Syd	\$ 25.00	\$ 1,875.00
5	Tree, Rem, 19 to 36 inch	2.00	Ea	\$ 1,500.00	\$ 3,000.00
6	Erosion Control, Silt Fence	600.00	Ft	\$ 2.25	\$ 1,350.00
7	Aggregate Base, Conditioning	1700.00	Syd	\$ 15.00	\$ 25,500.00
8	HMA, 4EML (1.5")	155.00	Ton	\$ 140.00	\$ 21,700.00
9	HMA, 5EML (1.5")	155.00	Ton	\$ 140.00	\$ 21,700.00
10	Sidewalk, Conc, 6 inch	7100.00	Sft	\$ 8.00	\$ 56,800.00
11	Parking Bumper, Conc	2.00	Ea	\$ 300.00	\$ 600.00
12	Slope Restoration, Non-Freeway, Type B	200.00	Syd	\$ 7.50	\$ 1,500.00
13	Trash/Recycling Receptacle	1.00	Ea	\$ 1,500.00	\$ 1,500.00
14	Picnic Table, 4- Universal Accessible, 6 ft	8.00	Ea	\$ 3,500.00	\$ 28,000.00
15	Park Bench, 6 ft	7.00	Ea	\$ 2,500.00	\$ 17,500.00
16	Shade Structures	2.00	Ea	\$ 20,000.00	\$ 40,000.00
17	EZ Launch System	1.00	LSUM	\$ 55,000.00	\$ 55,000.00
18	Landscaping Allowance	1.00	LSUM	\$ 15,000.00	\$ 15,000.00
19	Evergreen Buffer	33.00	Ea	\$ 500.00	\$ 16,500.00
20	Pavement Marking Allowance	1.00	LSUM	\$ 1,500.00	\$ 1,500.00
21	Beach Expansion	1.00	LSUM	\$ 20,000.00	\$ 20,000.00
22	Signage Allowance	1.00	LSUM	\$ 2,500.00	\$ 2,500.00
Subtotal: Proposed Improvements					\$ 394,025.00

Summary		
Construction Subtotal:		\$ 394,025.00
Engineering and Contingency		30.0% \$ 118,207.50
Project Total: Red Woolfe Park - Phase 1		\$ 512,232.50



VIEW LOOKING SOUTHEAST AT VOLLEYBALL AREA



VIEW LOOKING NORTHWEST AT VOLLEYBALL AREA



VIEW LOOKING NORTHWEST AT OPEN SPACE



VIEW LOOKING SOUTHEAST AT PLAY EQUIPMENT



VIEW LOOKING WEST AT OPEN SPACE BEHIND BATHROOM



VIEW LOOKING NORTH AT BATHROOM



VIEW LOOKING EAST AT PICNIC AREA & BATHROOM



VIEW LOOKING SOUTHWEST AT CANON AND BEACH AREA



VIEW LOOKING NORTHWEST AT BEACH AREA



VIEW LOOKING EAST AT SHELTER AND PLAYGROUND



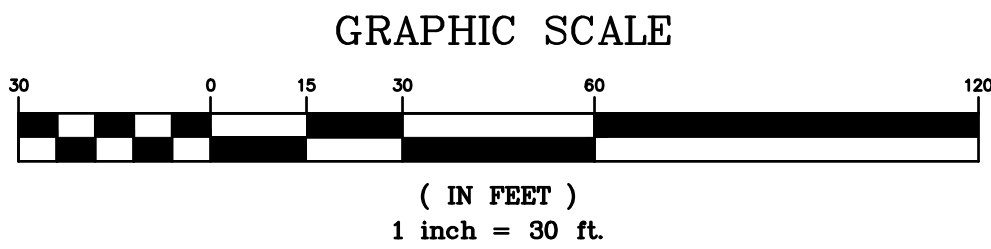
VIEW LOOKING SOUTHEAST AT GRAVEL PARKING AREA



VIEW LOOKING NORTHEAST AT OPEN SPACE AREA



VIEW LOOKING SOUTHWEST IN OPEN SPACE TOWARD BEACH



Abonmarche
Benton Harbor
Portage
Ft. Wayne
Coshien
South Bend
Lafayette
Hobart
Vaporisco
abonmarche.com
Copyright 2022 - Abonmarche Consulting, Inc. Engineering - Architecture - Land Surveying

RED WOOLFE PARK
VILLAGE OF DECATUR
45280 PINE STREET
DECATUR, MI 49045

EXISTING CONDITIONS

PROJECT:

SHEET TITLE:

DRAWN BY:

KB

DESIGNED BY:

KB

PM REVIEW:

QA/QC REVIEW:

DATE:

MARCH 2024

SEAL:

SIGNATURE:

DATE:

SCALE:

HORZ: 1"=30'

VERT:

ACI JOB #

P22-0796

SHEET NO.

1 of 2

NO.	REVISION DESCRIPTION:	BY:	DATE:
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PROJECT:

PHASE I MASTER PLAN

SHEET TITLE:

DRAWN BY:
KB

DESIGNED BY
KB

PM REVIEW

QA/QC REVIEW

DATE: **MARCH 2024**

SE.

SIGNATURE

DA

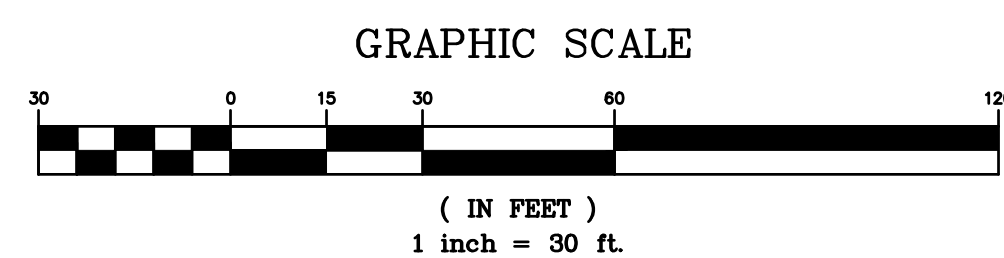
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HORZ: 1"=30'

ACI JOB #

SHEET NO.

2 of 2



NO.	REVISION DESCRIPTION:	BY:	DATE:
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Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Shantel Pentland, Administrative Assistant
REVIEWED BY: Christopher Tapper, Village Manager
DATE: March 18, 2024

SUBJECT: Request to adopt Resolution 2024-005, Recreation Passport Application for the Fireman's Park Improvements Project

Action Requested:

It is requested that the Village Council adopt Resolution 2024-005, Recreation Passport Grant Application for the Fireman's Park Improvements Project

Background:

The Parks & Recreation Committee has been diligently working on site plans for the Fireman's Park Improvements Project since 2023. A funding opportunity is being explored for this project, the DNR Recreation Passport Grant. This Grant would require a financial obligation of \$199,290.50 (57%) of a total \$349,290.50 project cost.

The Phase 1 scope of work for the Fireman's Park Improvements Project includes the following:

- Installation of Pickleball courts
- ADA-accessible concrete pathways
- Development of a parking area
- Updates to the existing pavilion
- Landscaping, site grading, and fencing
- New water fountain
- New signage

Attachments:

Fireman's Park Improvements Project Site Plan

Fireman's Park Improvements Project Phase 1 Estimates

VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

RESOLUTION 2024-004: RECREATION PASSPORT GRANT APPLICATION FOR FIREMAN’S PARK IMPROVEMENTS PROJECT

WHEREAS, the Village of Decatur supports the Department of Natural Resources (DNR) submission of an application titled “Fireman’s Park Improvements Project” to the Recreation Passport program for improvements to the park located in Decatur, MI 49045; and

WHEREAS, the proposed application is supported by the Community's 5-Year Parks and Recreation Plan; and

WHEREAS, the location of the proposed project is within the jurisdiction of the Village of Decatur; and

WHEREAS, the proposed project, if completed, will be a benefit to the community; and

WHEREAS, the Village of Decatur is hereby making a financial commitment to the project in the amount of \$199,290.50 matching funds, in cash.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF DECATUR, VAN BUREN COUNTY MICHIGAN, THAT:

The Decatur Village Council hereby authorizes the submission of a Michigan DNR Recreation Passport Grant Application for \$150,000, and further resolves to make available its financial obligation amount of \$199,290.50 (57%) of a total \$349,290.50 project cost, during the 2025-2026 fiscal year.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

RESOLUTION DECLARED ADOPTED

Resolved this 18th day of March, 2024:

Ali Elwaer, Village President

Megan Duncan, Village Clerk & Treasurer

CERTIFICATION OF RESOLUTION

I, Megan Duncan, Clerk & Treasurer of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Decatur, Michigan, at a Special Meeting held March 18, 2024.

Megan Duncan, Village Clerk & Treasurer

Engineer's Opinion of Probable Construction Cost

Project: Village of Decatur: Fireman's Park
Project No: P23-0796
Description: Fireman's Park and Pickle Ball Improvements
Stage: Feasibility
Date: 2/29/2024
Prepared By: CJE

Miscellaneous					
Line	Item	Measured Quantity	Unit	Unit Cost	Item Cost
1	Mobilization, Max 8%	1.0	LSUM	\$ 20,000.00	\$ 20,000.00
2	SESC Permit and Measures	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
Subtotal: Miscellaneous					\$ 23,000.00

Removals					
Line	Item	Quantity	Unit	Unit Cost	Item Cost
3	Boulder/Grill Relocation/Installation	1.0	LSUM	\$ 500.00	\$ 500.00
4	Site Grading	1.0	LSUM	\$ 18,000.00	\$ 18,000.00
5	Sidewalk, Rem	50.0	Syd	\$ 25.00	\$ 1,250.00
6	Water Spigot Removal	2.0	Ea	\$ 250.00	\$ 500.00
7	Playground Removal	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
8	Port-a-John Removal	2.0	Ea	\$ -	\$ -
9	Tennis Court/Fence Removal (Sport Court Const. Estimate)	1.0	LSUM	\$ 26,000.00	\$ 26,000.00
Subtotal: Removals					\$ 49,250.00

Proposed Improvements					
Line	Item	Quantity	Unit	Unit Cost	Item Cost
Parking/Pavillion Area					
10	Subbase, CIP (12 Inch)	220.0	Cyd	\$ 25.00	\$ 5,500.00
11	Aggregate Base, 8 Inch	700.0	Syd	\$ 18.00	\$ 12,600.00
12	HMA, 13A (2 Inch)	80.0	Ton	\$ 125.00	\$ 10,000.00
13	HMA, 36A (2 Inch)	80.0	Ton	\$ 125.00	\$ 10,000.00
14	Pavement Marking/Signage	1.0	LSUM	\$ 2,000.00	\$ 2,000.00
15	Concrete Parking Blocks, 8 Feet	18.0	Ea	\$ 250.00	\$ 4,500.00
16	Sidewalk, Conc, 4 inch	3000.0	Sft	\$ 7.50	\$ 22,500.00
17	Sidewalk, Brick Pavers	280.0	Sft	\$ -	\$ -
18	Mounument	1.0	ALLOW	\$ -	\$ -
19	Site Ammentities (Bench/Trash/Recycle)	1.0	ALLOW	\$ -	\$ -
20	Pavillion Repainting	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
21	Tree	3.0	Ea	\$ 800.00	\$ 2,400.00
22	Shrubs	11.0	Ea	\$ 100.00	\$ 1,100.00
23	General Plantings Around Bench Area	25.0	Ea	\$ 35.00	\$ 875.00
24	Aluminium Edging	40.0	Ft	\$ 6.50	\$ 260.00
Play Ground Area and Sidewalk to Port-A-John					
25	New Playground	1.0	LSUM	\$ -	\$ -
26	DNR Vault Toilet	2.0	Ea	\$ -	\$ -
27	Site Ammentities (4 Benches/Trash Cans)	1.0	ALLOW	\$ -	\$ -
28	Water Service, Long	1.0	ALLOW	\$ 8,000.00	\$ 8,000.00
29	Water Fountain (Most Dependable)	1.0	ALLOW	\$ 10,000.00	\$ 10,000.00
30	Embankment, CIP	75.0	Cyd	\$ 20.00	\$ 1,500.00
31	Tree	5.0	Ea	\$ -	\$ -
32	General Plantings	150.0	Ea	\$ -	\$ -
Pickleball Court					
33	Pickleball Court Surface Improvements/Fencing/Gates (Sport Court Const. Estimate)	1.0	LSUM	\$ 65,000.00	\$ 65,000.00
34	4' High Chain Link Fence with Padded Top	125.0	Ft	\$ 55.00	\$ 6,875.00
35	Site Ammentities (2 Benches/Trash cans)	1.0	LSUM	\$ 8,000.00	\$ 8,000.00
36	Slope Restoration, Non-Freeway, Type B, Modified	1450.0	Syd	\$ 8.50	\$ 12,325.00
37	Signage and Wayfinding	1.0	LSUM	\$ 10,000.00	\$ 10,000.00
Subtotal: Proposed Improvements					\$ 196,435.00

Summary		
Construction Subtotal:		\$ 268,685.00
Construction Contingency/Engineering/Construction Admin:	30%	\$ 80,605.50
Construction Total:		\$ 349,290.50
Anticipated Inflation: Anticipated Construction 2025	0%	\$ -
Project Total: Village of Decatur: Fireman's Park - Fireman's Park and Pickle Ball Improvements		\$ 349,290.50



EXISTING PARKING AREA



EXISTING PLAYGROUND AREA



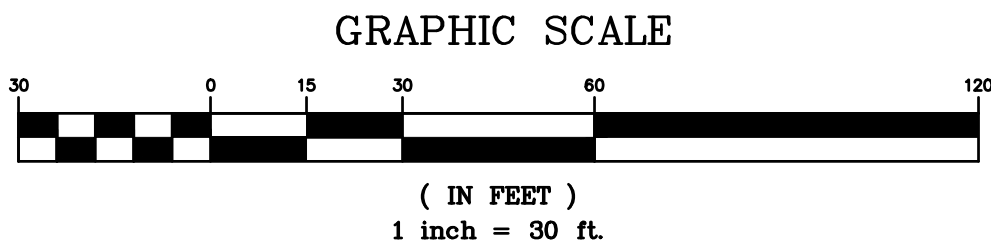
EXISTING PAVILION



EXISTING NON ACCESSIBLE, GATE OPENING AND TENNIS COURTS



EXISTING TENNIS COURTS, FENCING AND PORT-A-JOHNS IN BACKGROUND



NO.	REVISION DESCRIPTION:	BY:	DATE:
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Abonmarche
36 West Main Street
Benton Harbor, MI 49023
T 269.927.2295
F 269.927.2295
abonmarche.com

FIREMAN'S PARK IMPROVEMENTS
VILLAGE OF DECATUR
DECATUR, MI

EXISTING CONDITIONS

SHEET TITLE: _____

DRAWN BY: _____

DESIGNED BY: **KB**

PM REVIEW: _____

QA/QC REVIEW: _____

DATE: **MARCH 2024**

SEAL: _____

SIGNATURE: _____

DATE: _____

SCALE: _____

HORZ: 1"=30'-0"

VERT: _____

ACI JOB # **P24-0022**

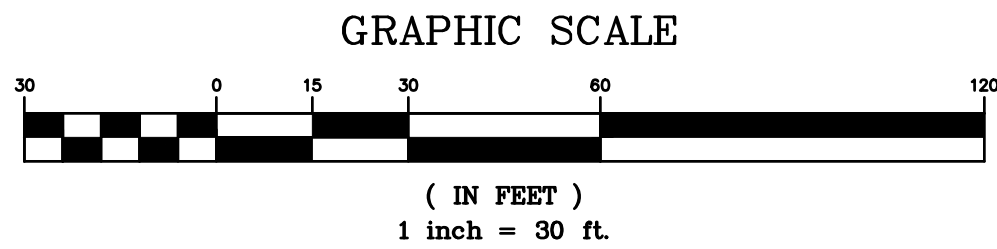
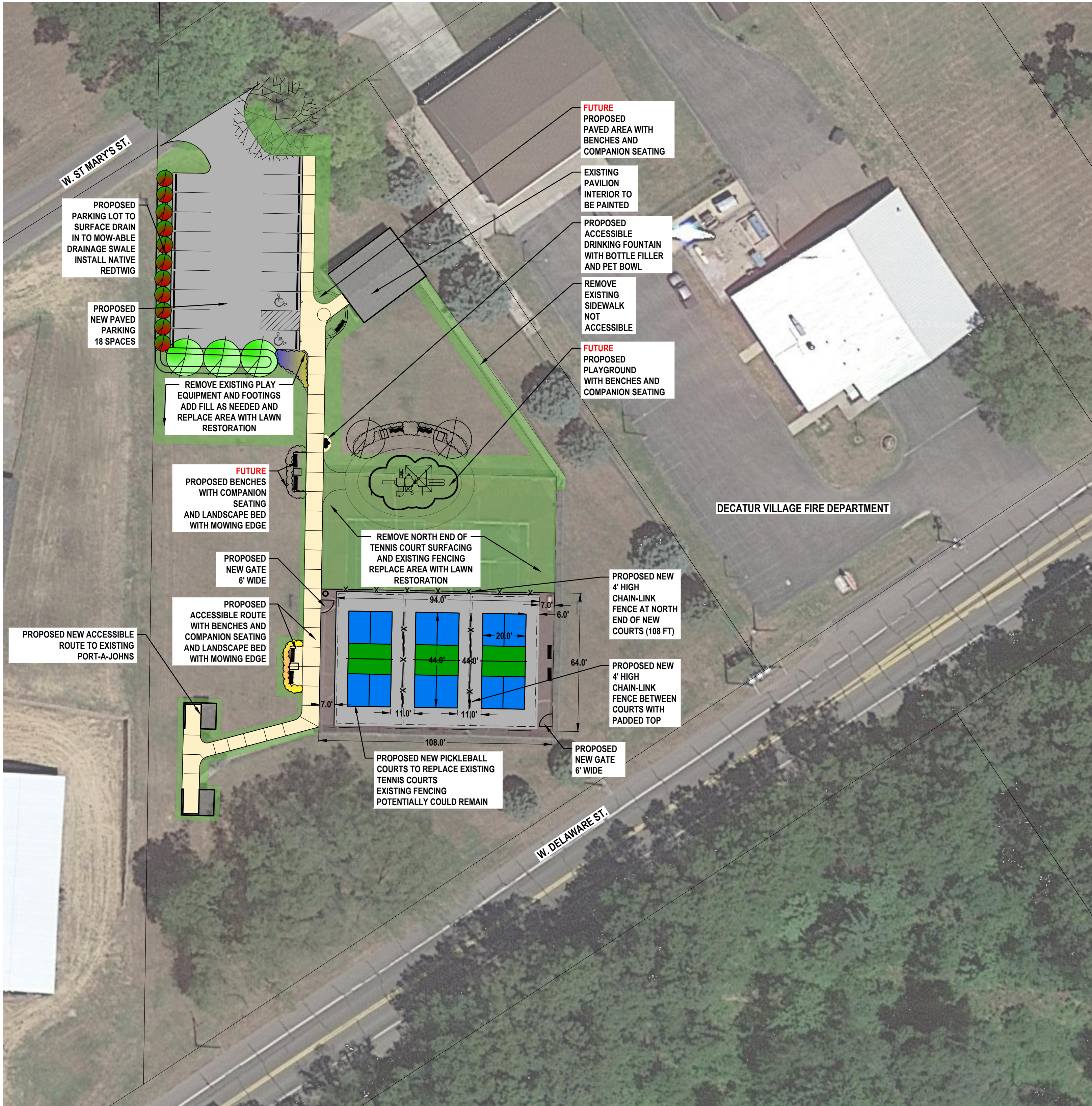
SHEET NO. **1 of 2**



PHOTO EXAMPLE OF PICKLEBALL
NOT TO SCALE



PHOTO EXAMPLE OF DRINKING FOUNTAIN
NOT TO SCALE



NO.	REVISION DESCRIPTION	BY:	DATE:
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ABONMARCHÉ
35 West Main Street
Benton Harbor, MI 49023
T 269.927.2295
F 269.927.2295
abonmarche.com

Abon
Benton Harbor
Ft. Wayne
Kalamazoo
Lafayette
Coolidge
Grand Rapids
Vanderbilt
Vaporario

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Engineering - Architecture and Surveying

PROJECT:

FIREMAN'S PARK IMPROVEMENTS
VILLAGE OF DECATUR
DECATUR, MI

SHEET TITLE:

SCHEMATIC OVERALL PLAN

DRAWN BY:

DESIGNED BY:
KB

PM REVIEW:

QA/QC REVIEW:

DATE:

MARCH 2024

SEAL:

SIGNATURE:

DATE:

SCALE:

HORZ: 1"=30'-0"

VERT:

ACI JOB #

P24-0022

SHEET NO:

2 of 2



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Shantel Pentland, Administrative Assistant
REVIEWED BY: Christopher Tapper, Village Manager
DATE: March 18, 2024

SUBJECT: Request to adopt Resolution 2024-006,

Action Requested:

It is requested that the Village Council adopt Resolution 2024-006, Decatur Day Midwest Festival 2024 Road Closures

Background:

Decatur Day Midwest Festival is scheduled for Saturday, August 3, 2024, from 11:00am to 11:00pm. MDOT approvals have been requested for the closing of M-51, but some local streets will also need to be closed to allow for adequate flow through the festival layout and to allow for safety.

Attachments:

Festival map with detour route

VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

RESOLUTION 2024-006: DECATUR DAY MIDWEST FESTIVAL 2024 ROAD CLOSURE

WHEREAS, The Village of Decatur has received a request from the Downtown Development Authority to close a section of North Phelps St. from M-51 to St. Mary's St. and a section of South Phelps St. from M-51 to Sherwood St. and a section of M-51 from George St. to Williams St. for the purpose of a "Festival"; and

WHEREAS, The "Festival" is scheduled for Saturday, August 3rd, 2024 from 11:00am- 11:00pm; and the road closures will occur from 8:00am on August 3rd, 2024 to 1:00am on August 4th, 2024; and

WHEREAS, The Public Works Department will block off the said sections of roadway, and do not foresee any additional issues; and

WHEREAS, the Decatur Village Council strives to support all community organizations within the Village and has the authorization to approve such a request if they deem it appropriate.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF DECATUR, VAN BUREN COUNTY MICHIGAN, THAT:

The Decatur Village Council shall permit the closure of North Phelps St. from M-51 to St. Mary's St. and section of South Phelps St. from M-51 to Sherwood St. and a section of M-51 from George St. to Williams St. for the purpose of a "Festival"

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

RESOLUTION DECLARED ADOPTED

Resolved this 18th day of March, 2024:

Ali Elwaer, Village President

Megan Duncan, Village Clerk & Treasurer

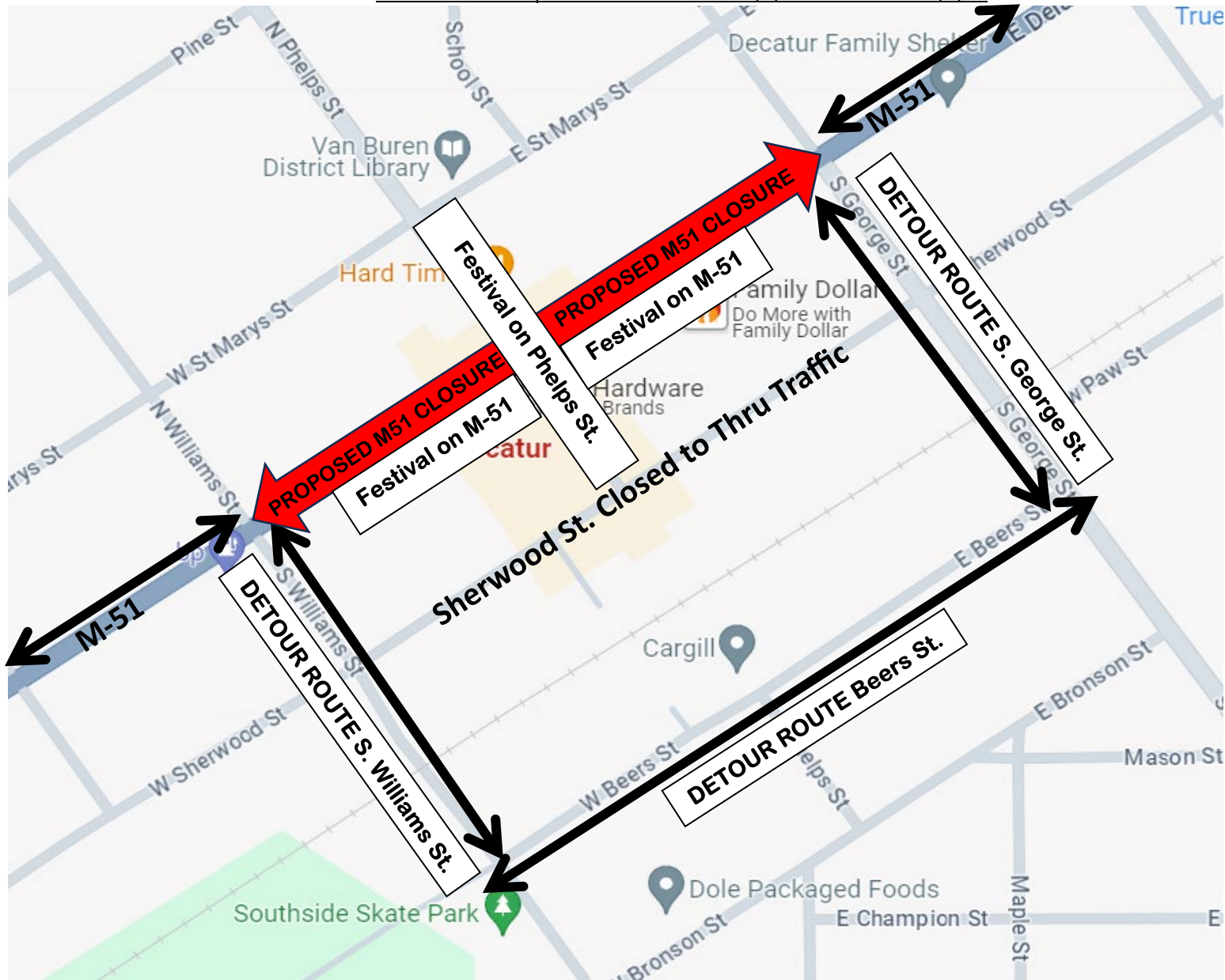
CERTIFICATION OF RESOLUTION

I, Megan Duncan, Clerk & Treasurer of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Decatur, Michigan, at a Special Meeting held March 18, 2024.

Megan Duncan, Village Clerk & Treasurer

Decatur Day Midwest Festival 2024 Road Closure Map with Detour Route

Road Closure is requested from 8:00am on 8/3/24 to 1:00am on 8/4/24





Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: March 18, 2024

SUBJECT: Request to approve the recommendation from the Downtown Development Authority, and adopt Resolution 2024-007 Establishing a Village of Decatur Social District

Action Requested:

It is requested the Village Council approve the recommendation from the Downtown Development Authority and adopt Resolution 2024-007 DDA, Establishing a Village of Decatur Social District.

Background:

The Downtown Development Authority, over the past year, has been developing a social district management plan, which would govern the establishment of a Village of Decatur Social District. At the Wednesday, March 13, 2024, DDA meeting, the Authority adopted Resolution 2024-007 DDA, recommending establishing the Village of Decatur, Social District. The Council will recall at the Monday, March 4, 2024, Village Council meeting, staff provided a draft proposal of the establishing of a Social District.

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District.

If a non-profit organization requests a Special License for a location within a Social District commons area, the governing body of the local unit of government shall delineate the portion of the commons area to be utilized exclusively by the Special Licensee and the portion of the commons area to be used exclusively by Social District permittees. The Special License applicant must submit documentation from the local governmental unit, including a clear diagram, with its application.

The term commons area is defined by MCL 436.1551(8)(a): "Commons area" means an area within a social district clearly designated and clearly marked by the governing body of the local governmental unit that is shared by and contiguous to the premises of at least 2 other qualified licensees. The Commons area does not include the licensed premises of any qualified licensee.

The term qualified licensee is defined by MCL 436.1551(8)(c): "Qualified licensee" means any of the following: • A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises. (This includes the following license types: Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, G-2, Brewpub.) • A manufacturer with an on-premises tasting room permit issued under section 536. • A manufacturer that holds an off premises tasting room license issued under section 536. • A manufacturer that holds a joint off premises tasting room license issued under section 536.

The governing body of a local governmental unit may designate a Social District pursuant to MCL 436.1551 under the following conditions: ▪ Designate a Social District that contains a commons area, as defined in MCL 436.1551(8)(a). ▪ Establish local management and maintenance plans, including hours of operation, for a commons area. ▪ Define and clearly mark with signs the designated commons area. ▪ A governing body of a local governmental unit shall not designate a Social District that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road. ▪ The governing body shall maintain the commons area in a manner that protects the health and safety of the community. ▪ **The governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act of the time and place of the public hearing before the public hearing.** ▪ The governing body shall file the designation or revocation of the Social District with the MLCC. Before applying to the MLCC for a Social District Permit, a qualified licensee must first obtain approval from the governing body of the local governmental unit. A fillable resolution for this approval is part of the Social District Permit Application (LCC-208).

Attachment(s):

Resolution 2024-007 Establishment a Village of Decatur Social District

**VILLAGE OF DECATUR
VAN BUREN COUNTY, MICHIGAN**

RESOLUTION NO. 2024-007 DDA

RESOLUTION ESTABLISHING A VILLAGE OF DECATUR SOCIAL DISTRICT

**MINUTES OF A REGULAR MEETING OF THE VILLAGE OF DECATUR, VAN BUREN
COUNTY, MICHIGAN, HELD IN THE VILLAGE HALL, 114 N. PHELPS STREET,
DECATUR, MICHIGAN 49045.**

WHEREAS, the Village of Decatur, Downtown Development Authority, has been exploring the creation of a Social District in downtown, Village of Decatur; and

WHEREAS, Public Act 124 of 2020 was signed into law on July 1, 2020, and enabled the governing body of a local unit of government to designate a Social District within its jurisdiction; and

WHEREAS, a Social District is intended to be used as an economic development tool to provide flexibility for food service businesses by permitting the on-site sales and off-site consumption of alcoholic beverages in a Social District; and

WHEREAS, the Michigan Liquor Control Commission (MLCC) permit holders would have the ability to obtain a Village of Decatur permit to sell alcohol to customers for consumption in a specified “commons area” within the Social District;

NOW, IT IS THEREFORE RESOLVED THAT;

- 1. The Village Downtown Development Authority, has recommended, designates the Village of Decatur Social District and commons area according to the map attached as Exhibit A.**
- 2. The Village of Decatur Social District, shall be managed according to the Management Plan attached as Exhibit B.**
- 3. Upon adoption of this resolution, the Village Clerk shall file the following items with the MLCC,**
 - (A) A copy of the resolution passed by the governing body designating the Social District and Commons Area.**
 - (B) A copy of the management plans, including the hours of operation, established by the local government unit for the Social District and commons area**
 - (C) A diagram or map that clearly shows the boundaries of the Social District and commons area. Please indicate the name, address, and location of the qualified licensees that are contiguous to the common area on the diagram or map.**

All resolutions and parts thereof are, to the extent of any conflict with this resolution, rescinded.

Council Member _____, supported by Council Member _____, moved to adopt:

YEAS: Council Members _____

NAYS: Council Members _____

ABSTAIN: Council Members _____

ABSENT: Council Members _____

EXHIBIT A

DOWNTOWN DECATUR, MICHIGAN SOCIAL DISTRICT COMMONS AREA



SOCIAL DISTRICT MANAGEMENT PLAN



114 N Phelps Street
Decatur, MI 49045
269-423-6114
www.decaturm.org

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1. BACKGROUND

On July 1, 2020, Governor Whitmer signed House Bill 5781 into law creating the Social District Permit. The governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and who have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. Many communities throughout Michigan, in an effort to continue the revitalization of the downtown and increase opportunities for business and recreation, are creating a social district that encompasses all qualified licensees within the downtown and allows for consumption at multiple locations throughout the district.

2. DISTRICT BOUNDARY AND COMMONS AREA(S)

Exhibit B depicts the social district boundary, the commons area(s), and location of qualifying licensees. **Exhibit C** includes the names and addresses of all qualified licensees within the social district.

Currently, qualified licensees include:

Final Gravity Brewing Company
103 N. Phelps Street
Decatur, MI 49045

Final Gravity Brewing Company (Stillhouse)
100 S Phelps Street
Decatur, MI 49045

M40 Bar & Grill
106 N. Phelps Street
Decatur, MI 49045

HSS Financial LLC
105 N. Phelps Street
Decatur, MI 49045

***** Temporary Qualified Licensees and Addresses**

Veterans of Foreign Wars, Post 6248
560 N Phelps Street
Decatur, MI 49045

Additional commons areas may be designated if new qualified licensees are established within the district, enabling a new area to meet the requirements for a commons area as defined in MCL 436.1551(8)(a). Temporary commons areas may be established in conjunction with events that are to take place within the district boundary. Temporary commons areas must be approved by the Village in conjunction with an event application. Temporary commons areas may occur on public streets if the street is closed to all vehicle traffic with the exception of emergency vehicles.

3. PUBLIC SAFETY

The Village of Decatur Police Department will provide law enforcement services to the social district. In accordance with existing protocol, at least one officer will be designated to patrol the Village until midnight each night. The officers on patrol will be jointly responsible for providing services within the social district.

During special events and any time when the district is anticipated to see significant crowds and activity, Village Police will issue a request to staff for special patrol officers in addition to those regularly scheduled.

For emergency purposes, the Decatur Village Police Department is located within any social district boundary. The Decatur Hamilton Fire & Quick Response Department will respond to all fire, rescue, and EMS-related issues within the district. It, too, is located a half mile away and can respond quickly to requests for service.

4. WASTE MANAGEMENT

Trash receptacles will be available throughout the district and its consumption areas. If needed, new receptacles for permanent/long-term use will be provided and will match those placed elsewhere throughout downtown.

Receptacles will be serviced twice weekly by the Village's internal Department of Municipal Services (DMS), and upon request for special events.

During special events that are approved for a temporary consumption area, the Village will lend extra trash cans and picnic tables in consultation with DMS staff and pending availability.

5. HOURS OF OPERATION AND SIGNAGE

Standard hours of operation will run daily (M, T, W, TH, F, Sat, Sun) from noon to 10:00PM, subject to review and amendments by the Village of Decatur Council. No consumption of alcoholic beverages is permitted in the Commons Area outside of the established hours of operation. Additionally, Social District Permit Holders must abide by any other restrictions on the time of sales per their individual permits in accordance with Section 436.1551 of Act 58 of 1998.

Temporary commons areas may request special hours of operation in conjunction with an event planned within the social district. The requested hours of operation will be included in the request for a temporary commons area.

Signage will be placed throughout the social district to denote the boundaries of the district and its designated consumption areas. Some signage may include a QR code linked to a webpage which includes key information pertaining to the social district. Such information may include, but is not limited to, hours of operation, a list of social district permit holders, and any upcoming interruptions or temporary alterations to social district hours of operation as a result of special permits pulled within the district or other activity.

Signs may be posted using any of the following methods, where appropriate:

- Using stanchions
- On building walls
- On streetlamps or other posts
- At entrances/exits to social district permit holders

Social District Permit Holders will be required to post signage within, or affixed to, their establishment which includes the district standard hours of operations and a map of commons areas.

6. BEVERAGE CONTAINERS

A district logo has been designed and is shown in **Exhibit A**.

Cups featuring the logo of the social district will be available for purchase from the Village in various sizes, not to exceed 16 ounces. Businesses in need of cups will submit an order request form, available on the Village's website, noting the quantity needed. Orders will be placed by Village staff within one week and shipped directly to the business. An invoice for all charges related to the order will be sent to the business and must be paid within two weeks of the order's arrival to the business.

Businesses are required to indicate a drink has been sold by their establishment by including the business's logo, trade name, or other features unique to the social district permittee on the cup itself. This may be accomplished by placing a sticker on the cup, or by choosing a high-resolution graphic that can be added to the standard cup design and printed on the reverse side of the district logo. Graphics may not exceed 4 colors.

Businesses are encouraged to write the initials and/or birthdate of the individual to whom each alcoholic beverage is sold on the cup itself. This recommendation exists to help prevent over-service and unlawful transfer of alcoholic beverages to minors, and to promote the general health and safety of the community.

7. TEMPORARY COMMONS AREAS & SPECIAL EVENTS

Events planned within the social district may request a temporary commons area and special hours of operation in conjunction with the planned event. Temporary commons areas may occur on public streets if the street is closed to all vehicle traffic with the exception of emergency vehicles. Temporary commons areas, special hours of operation, and requests for additional waste management services will be reviewed and approved by the Village in conjunction with the standard event application.

Some permanent/fixed district signage may include a QR code link to a webpage where information regarding the social district will be available, including planned alterations to the social district commons areas and hours of operation.

8. COMMUNICATION WITH SOCIAL DISTRICT PERMIT HOLDERS

Social District Permit holders will be required to submit an email address to the Village for use when communicating important information that pertains to the social district. Such information may include, but is not limited to, upcoming special events that will alter the hours of operation of the district.

9. Exhibit A Social District Logo

APPROVED



DOWNTOWN DECATUR, MICHIGAN SOCIAL DISTRICT COMMONS AREA



11. Exhibit C Qualified Licensees and Addresses

Final Gravity Brewing Company
103 N. Phelps Street
Decatur, MI 49045

Final Gravity Brewing Company (Stillhouse)
100 S Phelps Street
Decatur, MI 49045

M40 Bar & Grill
106 N. Phelps Street
Decatur, MI 49045

HSS Financial LLC
105 N. Phelps Street
Decatur, MI 49045

***** Temporary Qualified Licensees and Addresses**

Veterans of Foreign Wars, Post 6248
560 N Phelps Street
Decatur, MI 49045



Michigan Liquor Control Commission (MLCC)
Constitution Hall, 2nd Floor, 525 W. Allegan St, Lansing, MI 48933
P.O. Box 30005, Lansing, MI 48909
866-813-0011 – www.michigan.gov/lcc

Social District Permit Information For Local Governmental Units

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District.

If a non-profit organization requests a Special License for a location within a Social District commons area, the governing body of the local unit of government shall delineate the portion of the commons area to be utilized exclusively by the Special Licensee and the portion of the commons area to be used exclusively by Social District permittees. The Special License applicant must submit documentation from the local governmental unit, including a clear diagram, with its application.

The term commons area is defined by MCL 436.1551(8)(a):

"Commons area" means an area within a social district clearly designated and clearly marked by the governing body of the local governmental unit that is shared by and contiguous to the premises of at least 2 other qualified licensees. Commons area does not include the licensed premises of any qualified licensee.

The term qualified licensee is defined by MCL 436.1551(8)(c):

"Qualified licensee" means any of the following:

- *A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises. (This includes the following license types: Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, G-2, Brewpub.)*
- *A manufacturer with an on-premises tasting room permit issued under section 536.*
- *A manufacturer that holds an off-premises tasting room license issued under section 536.*
- *A manufacturer that holds a joint off-premises tasting room license issued under section 536.*

A list of all licensees, sorted by county and local governmental unit, may be found on the MLCC website.

The governing body of a local governmental unit may designate a Social District pursuant to MCL 436.1551 under the following conditions:

- Designate a Social District that contains a commons area, as defined in MCL 436.1551(8)(a).
- Establish local management and maintenance plans, including hours of operation, for a commons area.
- Define and clearly mark with signs the designated commons area.
- A governing body of a local governmental unit shall not designate a Social District that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road.
- The governing body shall maintain the commons area in a manner that protects the health and safety of the community.

- The governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act of the time and place of the public hearing before the public hearing.
- The governing body shall file the designation or revocation of the Social District with the MLCC.

Before applying to the MLCC for a Social District Permit, a qualified licensee must first obtain approval from the governing body of the local governmental unit. A fillable resolution for this approval is part of the Social District Permit Application (LCC-208).

Filing the Designation of a Social District with the MLCC

A local governmental unit must file the following items with the MLCC when designating a Social District:

- ☐ A copy of the resolution passed by the governing body designating the Social District and commons area.
- ☐ A copy of the management and maintenance plans, including the hours of operation, established by the local governmental unit for the Social District and commons area.
- ☐ A diagram or map that clearly shows the boundaries of the Social District and commons area. Please indicate the name, address, and location of the qualified licensees that are contiguous to the commons area on the diagram or map.

Submit the items above to:

By Mail: Michigan Liquor Control Commission - P.O. Box 30005 - Lansing, MI 48933

By Fax: (517) 763-0059

By Email: mlccrecords@michigan.gov

Additional sections of the Liquor Control Code for a local governmental unit to consider when establishing a Social District or commons area within a Social District:

MCL 436.1915 - Possessing or consuming alcoholic liquor on public highway or in park, place of amusement, or publicly owned area; authority of local governmental unit or state department or agency to prohibit possession or consumption of alcoholic liquor; definitions.

(1) Alcoholic liquor shall not be consumed on the public highways.

(2) Except as provided in subsections (3) and (4), alcoholic liquor may be possessed or consumed in public parks, public places of amusement, or a publicly owned area not licensed to sell for consumption on the premises.

(3) The governing body of a local governmental unit may prohibit by ordinance, order, or resolution the possession or consumption of alcoholic liquor in any public park, public place of amusement, or publicly owned area that is owned or administered, or both, by that local governmental unit. When land is leased from a department or agency of this state, an ordinance, order, or resolution adopted pursuant to this subsection shall be subject to the approval of the department or agency.

(4) A department or agency of this state that administers public lands may prohibit by rule, order, or resolution the possession or consumption of alcoholic liquor on the public land under its jurisdiction.

(5) As used in this section:

(a) "Local governmental unit" means a county, city, township, village, or charter authority.

(b) "Publicly owned area" means an area under the jurisdiction of a local governmental unit.

MCL 436.1913(1), (2), & (5) - Prohibited conduct; unlicensed premises or place; unlawful consumption of alcoholic liquor; exceptions; construction of section; "consideration" defined.

(1) A person shall not do either of the following:

(a) Maintain, operate, or lease, or otherwise furnish to any person, any premises or place that is not licensed under this act within which the other person may engage in the drinking of alcoholic liquor for consideration.

(b) Obtain by way of lease or rental agreement, and furnish or provide to any other person, any premises or place that is not licensed under this act within which any other person may engage in the drinking of alcoholic liquor for consideration.

(2) A person shall not consume alcoholic liquor in a commercial establishment selling food if the commercial establishment is not licensed under this act. A person owning, operating, or leasing a commercial establishment selling food which is not licensed under this act shall not allow the consumption of alcoholic liquor on its premises.

(5) As used in this section, "consideration" includes any fee, cover charge, ticket purchase, the storage of alcoholic liquor, the sale of food, ice, mixers, or other liquids used with alcoholic liquor drinks, or the purchasing of any service or item, or combination of service and item; or includes the furnishing of glassware or other containers for use in the consumption of alcoholic liquor in conjunction with the sale of food.



Social District Permit Information



Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor, unless the other licensee is a B-Hotel licensee and also holds a Social District Permit. A licensee, other than a B-Hotel licensee with a Social District Permit, shall not allow alcoholic liquor to be brought onto its licensed premises that was purchased from another licensee with a Social District Permit.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name:		
Address:		
City:	State:	Zip Code:
Contact Name:	Phone:	Email:

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <i>Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)</i>	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px auto;"></div> <p>Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title

Signature of Licensee

Date

Please return this completed form and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of
the Michigan Liquor Control
Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

☐ MasterCard ☐ Visa ☐ Discover ☐ American Express

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.