AGENDA NOTE

New Business: Item # 9

MEETING DATE: August 13, 2018

PERSON PLACING ITEM ON AGENDA: Interim City Manager

AGENDA TOPIC: Application for Class C Liquor License (quota license)

EXPLANATION OF TOPIC: Ms. Rhonda Bifano has submitted an application for the City's last remaining quota Class C Liquor License to be located at 101 S. Lafayette – The Corner Caffe. The application indicates that the Class C license would be utilized to operate a wine/cocktail bar, with food service, during the evening hours.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS: City of South Lyon Liquor License Application; Michigan Liquor Control Commission Application; Police Department liquor license investigation report; memo from Economic Development and DDA Director; memo from W&WW Chief Operator; memo from Building Department; Fire Inspection report; City of South Lyon Liquor License Ordinance.

POSSIBLE COURSES OF ACTION: Approve/Do Not Approve the application for the requested Class C Liquor License

RECOMMENDATION: Carefully consider the criteria enumerated in the South Lyon Liquor License Ordinance, (Art. II, Sec. 8-36, f. – g.), noting that the establishment does not currently comport with Building Department and Fire Department requirements. According to the Building Department memo, a renovation by a design professional would be required to bring the property into compliance with A-2 group occupancy standards. Additionally, if operated as a bar with food service the business would owe the City $21,700.00 in additional water tap fees.

SUGGESTED MOTION: Motion by _____, supported by _____ to

08/13/18

City of South Lyon
Liquor License Application

Please answer each question thoroughly. All answers should be typed or printed legibly and neatly in black ink. If the space provided is insufficient for a complete answer, use additional sheets following the same format used in the questionnaire. Failure to provide all required information or attachments could result in delay or denial of liquor license. All Liquor License applications are subject to final approval by the South Lyon City Council.

Name and address of applicant:	Name and address of business:
Rhonda Bifano	The Corner Caffe'
11310 Arrowhead	101 S. Lafayette
South Lyon MI 48178	South Lyon MI 48178
[redacted]	248) 437.0686

Note: If the applicant is a partnership, you must include the name and address of each partner and attach a copy of the partnership agreement. If the applicant is a privately held corporation, you must include the name and address of each corporate officer, member of the board of directors and/or stockholders. Attach a copy of the articles of incorporation.

Type of liquor license applying for (circle all those that apply):

Class C Resort Tavern Club Hotel A B Quota Transfer Microbrewery/Brewpub

Theme of Proposed Business: A downtown corner cafe that would serve coffee, sandwiches, ice cream w/ wine and with assorted cocktails in the evening hours. We would also offer desserts and small plates for the after dinner or movie crowd.

Street address where the liquor license is to be located:

101 S. Lafayette S. Lyon MI 48178

Questionnaire:

What is the applicant's management experience in the alcohol liquor business?

Though the cafe, coffeeshop & bar industry is new to me, I have placed a management staff in the cafe with 15yrs+ experience in the industry.

What is the applicant's general business management experience?

I have owned two businesses in downtown South Lyon for approximately 20years now. I also own a real estate/rental venture for approximately 9 years now.

What is the applicant's general business reputation?

I would like to say excellent. We have owned an optometric practice in down town South Lyon and have earned the "Peoples Choice" Award several years in a row.

What is the applicant's moral character?

Excellent.

What is the applicant's financial status and ability to build and/or operate the proposed facility on which the proposed liquor license is to be located?

Excellent. I have added my personal financial advisor as a reference and she can vouch for my financial status

What is the applicant's past criminal convictions involving moral turpitude, violence or alcoholic liquors?

NONE

Does the applicant use alcoholic beverages to excess?

NO

What is the effect that the issuance of a license would have upon the economic development of the surrounding area?

I feel the concept of a wine bar / cordials / dessert etc. in downtown is filling a void in downtown. I want to create a place for desserts or a drink after dinner / movies that is not of a "sports bar" venue.

What effect would the issuance of a license have on the health, safety and welfare of the general public?

There would ~~be~~ be no effect on the welfare of the general public as we would be ~~adh~~ abiding by all of the health departments requirements.

Has the applicant received responses from the Health Department, Planning Department, Building Department and/or Fire Department with regard to the proposed facility?

NOT yet, pending

What is the public need or convenience for issuance of a liquor license for this facility at the proposed location?

The city currently doesn't have a wine bar or a nicer place for a cocktail in the evening hours. This is new and exciting for our downtown.

What is the uniqueness of the proposed facility when contrasted against other existing or proposed facilities and the compatibility of the proposed facility to surrounding architecture and land use?

This wine bar concept fills a void in South Lyon. We want to create a quieter atmosphere to have an evening cocktail.

Does the facility to which the proposed liquor license is to be issued comply with the applicable building, plumbing, electrical and fire prevention codes and zoning statutes ad ordinances applicable in the City? (Has applicant received information from these departments?

Yes, pending inspections

What effect will the facility to which the proposed license is to be issued have upon vehicular and pedestrian traffic in the area?

It would not effect traffic, as patons would park in designated spots or local parking lots as they currently do when visiting the city.

What is the proximity of the proposed business facilities to other similarly situated licensed liquor facilities?

The Lake St. Tavern and the St Hotel are within walking distance but we plan on having a different feel with a quieter atmosphere

What is the proximity of the proposed facility to complimentary uses such as office and commercial development?

The proposed facility compliments local businesses and draws them in after closing due to the uniqueness of an up-scale wine bar.

What effect would the proposed facility have upon the surrounding neighborhood and/or business establishments, including impacts upon residential areas, church and school districts?

It would draw in a different clientele, that are looking for an up-scale enviroment for an evening cocktail. It would help stabilize the corner offering an evening business instead of closing in the afternoon.

What proposed or actual commitments are being made by the applicant to establish permanency in the community?

The applicant lives and works in the downtown community already.

What utilities are available to serve the facility?

All utilities are available... gas, electric, phone, garbage internet and wi-fi for patrons

What other factors should the City consider?

The applicant has been invested in the downtown area for over 20 years and is commited to the community. She wants to bring a unique venue downtown and is willing to invest in ~~been~~ something new. She is a succesfull business owner and wants this corner to thrive. The corner needs more than coffee and ice cream to thrive in the evening hours.

Signature of Applicant 6.18.18 Date

Checklist:

Complete the Michigan Liquor Control Commission Application

✓

Fully complete the City of South Lyon Liquor License Application

✓

Current credit report

✓

Attach a non-refundable application fee of $500 made payable to the City of South Lyon

✓

Proposed Menu

✓

Any other information pertinent to the applicant and operation of the proposed facility

Liquor License Investigation

Applicant's Full Name (as listed on Driver's License) Rhonda Bifano

Address: 11310 Arrowhead South Lyon MI 48178

Home phone: — Cell phone: [redacted]

Date of Birth: [redacted] Place of Birth: Lansing, MI

Driver's License No.: Social Security No.: [redacted]

Have you ever legally changed your Name? Yes If Yes, List the following:

Date: 8.29.92 City/State: Lansing, MI Court: Eaton County

(previously Rhonda Graham)

Employer's Name:_____ Business Phone:_____

List chronologically all of your residences for the last 10 years:

Dates	Street Address	City	State
June 1992. to present	11310 Arrowhead	S. Lyon	MI

If multiple applicants/partners, list partners:

N/A

_____

_____

LCC Business/Employment References

Applicant: Rhonda Bifano

List chronologically all employment and business ownerships during the past 10 years, starting with your current employment. Use a separate sheet of paper for additional employment or to further explain reasons for leaving previous employment.

(1) Current Business/Employment: Bifano Eyecare

Employer's Name: myself

Phone: 248.446.1146

Supervisor (if applicable): —

Position & Job description: Optometrist / Business owner

Date Hired: 1992 to Present Reason for leaving: Still employed

(2) Previous Business/Employment: L+M Holdings LLC

Employer's Name: myself Phone: [redacted]

Supervisor (if applicable): NONE

Position & Job description: owner + land lord

Date Hired: 1999 to Present Reason for leaving: Still employed

(3) Previous Business/~~Employment:~~ Bifano Developments LLC

Employer's Name: myself Phone: [redacted]

Supervisor (if applicable): NONE

Position & Job description: owner + land lord

Date Hired: 2009 to Present Reason for leaving: Still employed

Previous Business/Employment:

Position & Job description:

Date Hired: to Reason for leaving:

LCC Personal References

Applicant: Rhonda Bifano

Full name: Chris Bifano

Address: 12533 Woodpine South Lyon MI 48178

Home phone: X

Cell phone: [redacted]

Employer: Bifano Eyecare
L+M Holdings

Bus. phone: 248·446·1146

Position: Work phone: Partner / optometrist / Landlord

Number of years aquainted: 30yrs

Full name: Christine Isham

Address: 74 E. Long Lake Rd Ste. 200 Bloomfield Hills MI 48304

Home phone:

Cell phone:

Employer: Northern Financial Advisors

Bus. phone: [redacted]

Position: President / Co-owner

Work phone: Same

Number of years aquainted: 26 years

Full name: Eric Oprisiu

Address: 13794 Edenberry, South Lyon 48178

Home phone: —

Cell phone: [redacted]

Employer: Dhea Consulting

Bus. phone: —

Position: owner

Work phone: —

Number of years aquainted: 20 years

Applicant: Rhonda Bifanu

Affidavit

The Liquor Application, Business/Employment References and Personal References forms provided must be completed in their entirety.

A complete investigation will be conducted by the City of South Lyon Police Department to verify all of the information that you provide in the referenced Liquor Application forms.

Your Criminal History will be obtained and evaluated by the Chief of Police, who will be your contact person for the Liquor Application Process.

Additionally, you must obtain and provide, at your own expense, a copy of your current credit report which is to be submitted with the Liquor Application forms. The three national credit bureaus are Trans Union, Equifax and Experian, which can be accessed at www.creditreporting.com.

I attest that the facts that I have provide in the Liquor License Application forms are complete and true to the best of my knowledge. I authorize the City of South Lyon Police Department to investigate my personal history as well as my financial and credit records for the purposes of this Application. Additionally, I have read and understand the provisions of the City of South Lyon Statement of Policy on Alcoholic Beverages Licenses.

RBifano 10.18.18

Applicant's Signature Date

Rhonda Bifano

Printed Name

CITY OF SOUTH LYON
CLASS C LIQUOR LICENSE - PLAN OF OPERATION

South Lyon Corner Café,	**101 S. Lafayette, South Lyon, MI 48178**
Business Name	Business address

Preamble: I have received copies of South Lyon City Ordinance, An Ordinance to Establish a General Policy for the management of Liquor Licenses and Permits, understand its provisions and will be governed by them. The following Plan of Operation is developed in keeping with the spirit and intent of this Ordinance.

I. **HOURS OF OPERATION**: We recently opened on May 21, 2018. At present, our planned hours of operation will be Sunday-Saturday, from 11:00 a.m. -9 p.m. We plan to add evening hours until 11pm every night when we obtain our liquor license. Last call will be 30 minutes before closing and last service 20 minutes before closing.

II. **FORMAT**: The premises will be primarily operated as a coffee bar during the day with sandwiches and ice cream, and, a wine bar with beer and other cocktails available and serving desserts/small plates in the evening (providing for up to 35 patrons). We do not anticipate regular live entertainment or banquets or parties at this time. However, we may entertain an occasional acoustic type entertainer.

a. We have (4) 4-seat tables, (4) counter-top seats, (1) 6 seat table, (2) bistro tables, (5) soft seats and (5) 4-seat outdoor tables

The current projected ratio of food sales to alcohol sales is anticipated to be: 80/20%

III. **CODE COMPLIANCE**: The premises, if ever remodeled, will fully comply with all applicable health, safety, building, sanitation, electrical, plumbing and fire codes as well as zoning requirements.

IV. **PLAN OF OPERATION**: It is acknowledged that under the Ordinance, the business shall be operated in accordance with an approved plan of operation. Changing the operation of the business in any manner inconsistent with the approved plan of operation is a violation of the ordinance and the rules of the Liquor Control Commission. Any change to the plan of operation must be approved by the City Commission prior to it being placed into effect on the business premises.

V. **SECURITY**: Security for the customer, building, and community is the first priority for the business, and as such, we will undertake whatever measures are necessary to maintain and supervise the expected level.

VI. **PARKING**: Parking shall be provided as follows: 10 spaces on-site and 3 public parking lots within walking distance.

VII. Employees will park in spaces designated by management.

VIII. **ALCOHOL MANAGEMENT**: The establishment will strictly obey all rules and regulations promulgated by the City of South Lyon and the State of Michigan Liquor Control Commission. There will be neither service to nor consumption of alcoholic beverages by minors at any time. No alcohol will be sold, or permitted to be sold, on a commission basis by any person.

The following policies will be enforced at the establishment:

1. No alcoholic beverages will be allowed on the premises, other than what is dispensed by the establishment.
2. All Staff will pay attention and be alert to observable clues displayed by an intoxicated individual such as: impaired reflexes, impaired coordination, reduced judgment and inhibitions, impaired vision, etc.
3. All staff will be alert to potential problems at their respective areas at the facility.
4. Be polite and courteous to the intoxicated individual(s). Be knowledgeable as to when to request assistance from additional facility staff.
5. Patrons who appear to be 30 years of age or younger will be asked to show proper Michigan identification. Signage will be posted at serving locations. Patrons must produce proper identification.
6. For all patrons under 21 years of age, service will be refused.
7. Check "State Seal" and other markings. Check for damage or alterations to identification card.
8. Do not return falsified identification cards. Call management immediately.
9. If a patron shows signs of intoxication, then refuse service, politely explain policy, suggest non-alcohol purchase, and/or call for management if necessary.
10. If a patron is purchasing on behalf of someone else who appears less than 30 years old or younger, then request to see identification of recipient or contact supervisory personnel whom will seek patron(s) out. Refuse service to minors. Inform all parties involved that policy allows for ejection off of premises if illegal activity has occurred.

11. Alcohol dispensing may be restricted to one of the following practices or any combination thereof:
    a. No sales to intoxicated persons - No sales without proper identification - Limited alcoholic choices if necessary - When in doubt, do not serve, call a supervisor

-No alcoholic beverages are allowed to leave the facility or property.

11. Approach any patron appearing to be impaired and leaving the event. Determine if they are driving. If so, attempt to persuade them not to drive and request a non-impaired companion to drive. If unable, refer patron(s) to bus or taxi service.
12. Supervisory and management personnel will complete documentation of any alcoholic related incidents at end of event. Information will be disseminated accordingly.
13. The establishment fully participates in Techniques in Alcohol Management Program and will continue such participation in that program or a similarly recognized program. TIPS/TAM certification, or another similarly recognized program, for all employees shall be provided within 35 days of date of hire.

IX. **REFUSE DISPOSAL**: The establishment will dispose of refuse in enclosed dumpster/s, with locked lids. Pickup will be a minimum of 2 times per week.

X. **GENERAL**: Every effort will be made to maintain positive relationships with adjacent and nearby businesses as well as cooperation with all city departments.

XI. Every effort will be made to solve any problems which may arise.

XII. **EMERGENCY CONTACT**: (Rhonda Bifano)

Date: 7.6.18

By: _____ Rhonda Bifano

Sec. 8-36 (b)

1. The applicant is The Corner Caffe' which is a LLC owned by Rhonda Bifano 11310 Arrowhead, South Lyon MI 48178. (Articles of Organization are attached).
2. The Corner Caffe' is applying for a Class C on premise liquor license
3. The address is 101 S. Lafayette, South Lyon MI 48178 and is zoned B2, Central Business
4. Dennis Engerer is the owner of the premises. His address is 215 E Main St, Northville MI 48167 (Lease is attached).
5. See attached business plan
6. See attached plan of operation
7. Rhonda Bifano (owner of The Corner Caffe') has been a downtown South Lyon business owner for over 20 years. She currently has a successful Optometric practice along with 2 additional real estate businesses. She has the knowledge, the personal finances and the history to run a successful wine bar in South Lyon.
8. The required 3 personal references are listed in the application.
9. The Corner Caffe' start-up funds are from the owner's personal finances. One of the required references is her personal financial planner that she has worked with for over 25 years and can attest to her financial stability.
10. The applicant has not applied for a liquor license in the past.
11. The Caffe' will be managed by Mike Carano and Mike Stanbury who have a history in both the coffee shop and bar/restaurant businesses.
12. The criminal background check is attached.
13. The applicant is not disqualified to receive such a license.
14. There are no liquor license violations for this applicant.
15. The applicant has no violations or restrictions that would disqualify the applicant from receiving the license as described in subsection (f).
16. There is no other pertinent information on the applicant or the establishment that is not covered in this written statement, the city application or the attached documentation.

Proposed menu....

Desserts:

Assorted Cheesecakes

Carrot cake

Tres leche cake

Hot fudge lava cake

Tiramisu

Sorbet

Small plates:

Cherry tomato, fresh basil and baby mozzarella skewers

Wild mushroom with warm brie toasts

Belgian endive salad with goat cheese

Watermelon feta mint skewers

Chinese chicken salad mini tacos

Charcuterie boards

This is just an idea of what we are brainstorming for serving. It will give you and idea of our vision, we don't want to serve "bar" food nor have a full dinner menu. This would be along with various wines, signature cocktails and beer.

ICHAT

Information Provided

Name : Rhonda Bifeno
Date of Birth : [redacted]
Gender : Female
Race : White
Reason : Licensing
Amount Paid : $10.00
Order Date : 7/8/2018 4:08:27 PM
Miscellaneous No

A SEARCH OF MICHIGAN'S CRIMINAL HISTORY FILE HAS NOT LOCATED A CRIMINAL RECORD THAT EXACTLY MATCHES THE INFORMATION THAT YOU HAVE PROVIDED.

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website by clicking this link.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): The Corner cafe	
Address to be licensed: 101 S. LaFayette	
City: South Lyon	Zip Code: 48178
City/township/village where license will be issued: South Lyon	County: Oakland
Federal Employer Identification Number (FEIN): 82-5028024	

Leave Blank - MLCC Use Only

1. Are you requesting a new license? (✓) Yes ( ) No
2. Are you applying ONLY for a new permit or permission? ( ) Yes (✓) No
3. Are you buying an existing license? ( ) Yes (✓) No
4. Are you transferring the classification of an existing on premises license? ( ) Yes (✓) No
5. Are you modifying the size of the licensed premises? ( ) Yes (✓) No
   If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ( ) Yes (✓) No
7. Is this license being transferred as the result of a default or court action? ( ) Yes (✓) No
8. Do you intend to use this license actively? (✓) Yes ( ) No

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s): N/A	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to **State of Michigan**

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of $70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees: $70.00	License & Permit Fees: 760.00	**TOTAL FEES:** $830.00

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Schedule A - Licenses, Permits, & Permissions

Applicant name: The Corner Cafe

Off Premises License Type:		Base Fee:	Fee Code MLCC Use Only
New	Transfer		
☐	☐ SDM License	$100.00	
☐	☐ SDD License	$150.00	
☐	☐ Resort SDD License	Upon Licensure/$150.00	

Off Premises Permits:		Base Fee:
☐	Sunday Sales Permit (AM)*	$160.00
☐	Sunday Sales Permit (PM)** *(Held with SDD License)*	$22.50
☐	Catering Permit	$100.00
☐	Secondary Location Permit - Complete Form LCC-201	
No ☒	Beer and Wine Tasting Permit	No charge
☐	Living Quarters Permit	No charge

On/Off Premises Permission Type:		Base Fee:
☐	Off-Premises Storage	No charge
☐	Direct Connection(s)	No charge
☑	Motor Vehicle Fuel Pumps	No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 1 x $70.00 Inspection Fee

Total Inspection Fee(s): $70.00

Total License Fee(s): $600.00

Total Permit Fee(s): $160.00

TOTAL FEES DUE: $830.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:		Base Fee:	Fee Code MLCC Use Only
New	Transfer		
☐	☐ B-Hotel License	$600.00	
	Number of guest rooms: _____		
☐	☐ A-Hotel License	$250.00	
	Number of guest rooms: _____		
☑	☐ Class C License	$600.00	
☐	☐ Tavern License	$250.00	
☐	☐ Resort License	Upon Licensure	
☐	☐ DDA/Redevelopment License	Upon Licensure	
☐	☐ Brewpub License	$100.00	
☐	☐ G-1 License	$1,000.00	
☐	☐ G-2 License	$500.00	
☐	☐ Aircraft License	$600.00	
☐	☐ Watercraft License	$100.00	
☐	☐ Train License	$100.00	
☐	☐ Continuing Care Retirement Center License	$600.00	
	☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)		
	B-Hotel or Class C Licenses Only:		
☐	☐ Additional Bar(s)		
	Number of Additional Bars: _____		

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A $350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:		Base Fee:
☑	Sunday Sales Permit (AM)*	$160.00
☑	Sunday Sales Permit (PM)**	15%**
☐	Catering Permit	$100.00
☐	Banquet Facility Permit - Complete Form LCC-200	

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

☑	Outdoor Service	No charge
☑	Dance Permit	No charge
☑	Entertainment Permit	No charge
☐	Extended Hours Permit:	No charge
	○ Dance ○ Entertainment Days/Hours: _____	
☐	Specific Purpose Permit:	No charge
	Activity requested: _____	
	Days/Hours requested: _____	
☐	Living Quarters Permit	No charge
☐	Topless Activity Permit	No charge

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY

Applicant name: The corner cafe

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- [x] a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the Food Law of 2000, MCL 289.1101 to MCL 289.8111.
- [ ] b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
- [ ] c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- [x] a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
  MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- [ ] b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
  MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- [ ] c. Applicant's establishment is a pharmacy as defined in the Public Health Code, MCL 333.17707.
  MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- [ ] d. Applicant's establishment qualifies as a marina under MCL 436.1539.
  MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.
- [ ] e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
  MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- [x] Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*
- [ ] If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- [ ] If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner
Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Rhonda Bifano		
Home address: 11310 Arrowhead		
City: South Lyon	State: MI	Zip Code: 48178
Business Phone:	Cell Phone: [redacted]	Email: rbifano917@yahoo.com

Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If **Yes**, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. *Pursuant to MCL 436.1603, a retailer licensee may not hold interest in a manufacturer or wholesaler licensee.* ○ Yes ● No

Do you hold 10% or more interest in the applicant entity? ● Yes ○ No

If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.

Part 5b - Personal Information (Individuals) - *Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).*

Date of Birth: [redacted]	Social Security Number: [redacted]	Driver's License Number: B [redacted]

Are you a citizen of the United States of America? ● Yes ○ No

Have you ever legally changed your name? ● Yes ○ No

If you answered "yes", please list your prior name(s) (including maiden): Rhonda Graham

Spouse's full name (if currently married): N/A

Spouse's date of birth: | Is your spouse a citizen of the United States of America? ○ Yes ○ No

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ○ Yes ○ No

Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ○ Yes ○ No

Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If **Yes**, list below (attach additional pages if necessary): ○ Yes ● No

Date	City/State	Charge	Disposition

Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If **Yes**, list below (attach additional pages if necessary): ○ Yes ○ No

Date	City/State	Charge	Disposition

Part 5c - Signature
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. (This form must be signed by the person whose information it contains).

Rhonda Bifano	Rhonda Bifano	4-11-18
Print Name	Signature	Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		○ Phone ○ Mail ☑ Email ○ Fax
What is your preferred method for receiving a Commission Order?		○ Mail ☑ Email ○ Fax
Contact name: Rhonda Bifano	Relationship: Self	
Mailing address: 11310 Arrowhead South Lyon MI 48178		
Phone: [redacted]	Fax number: —	Email: rbifano917@yahoo.com

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-
Attorney address:		
Phone:	Fax number:	Email:
Would you prefer that we contact your attorney for all licensing matters related to this application?		○ Yes ○ No
Would you prefer any notices or closing packages be sent directly to your attorney?		○ Yes ○ No

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

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 license 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.

Rhonda Bifano (member)	Rhonda Bifano	4.11.18
Print Name of Applicant & Title	Signature of Applicant	Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-284-8557

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 1 - Licensee Information

Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): The Corner Caffe	
Address: 101 S. Lafayette	
City: South Lyon	Zip Code: 48178

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:
Rhonda Bifano 11310 Arrowhead South Lyon MI 48178	100	April/2018

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 2c - Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all partners:	Percent % Issued:	Date Issued/Acquired:

Name and address of Managers, pursuant to administrative rule R 436.1111:

_____
_____
_____
_____
_____

Part 3 - Authorized Signers (Authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company)

Name & Title: Rhonda Bifano member
Name & Title:
Name & Title:
Name & Title:
Name & Title:

Part 4 - Signature of Applicant or Licensee

I certify that the authorized signers under Part 3 of this form have been authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company.

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.

Rhonda Bifano member	RBifano	4-17-18
Print Name of Applicant or Licensee & Title	Signature of Applicant or Licensee	Date

Please return this completed form to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Filed by Corporations Division Administrator Filing Number: 201846478840 Date: 03/30/2018

LARA Corporations Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 02/2017

ARTICLES OF ORGANIZATION

For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

THE CORNER CAFE LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

Article III

.e duration of the limited liability company if other than perpetual is:

Article IV

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

1. Agent Name: RHONDA BIFANO
2. Street Address: 101 S. LAFAYETTE
   Apt/Suite/Other:
   City: SOUTH LYON
   State: MI Zip Code: 48178

3. Registered Office Mailing Address:
   P.O. Box or Street Address: 11310 ARROWHEAD
   Apt/Suite/Other:
   City: SOUTH LYON
   State: MI Zip Code: 48178

Signed this 29th Day of March, 2018 by the organizer(s):

Signature	Title	Title if "Other" was selected
Rhonda Bifano	Organizer	

.y selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

○ Decline ◉ Accept

Filed by Corporations Division Administrator Filing Number: 201846478840 Date: 03/30/2018

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

THE CORNER CAFE LLC

ID Number: 802180212

received by electronic transmission on March 29, 2018 ***, is hereby endorsed.***

Filed on March 30, 2018 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 30th day of March, 2018.

Julia Dale, Director
Corporations, Securities & Commercial Licensing Bureau

COMMERCIAL LEASE

This Lease is made between: Dennis Engorer

herein called Lessor and Corner Cafe, Rhonda Bifano, herein called lessee.

Lessee hereby offers to lease from the Lessor the premises situated in the City of _____,

County of Oakland, State of Michigan, described as 101 Lafayette & upon the following TERMS and CONDITIONS:

1. **Terms and Rent.** Lessor demises the above premises for a term of 3 years, commencing 1st of May 2018 and terminating on April 31, 2021, or sooner as provided herein at the annual rent of Two Thousand Six Hundred dollars $2,600. Dollars ($), payable in equal installments in advance on the first day of each month's rental, during the term of this lease. All rental payments shall be made to the Lessor, at the address specified above. Lessee has first option to renew lease for the next 3 years. * Not more than 3% increase/year.
2. **Use.** Lessee shall use and occupy the premises for Cafe/coffee shop. The premises shall be used for no other purpose. Lessor represents that the premises may law-fully be used for such purpose.
3. **Care and Maintenance of Premises.** Lessee acknowledges that the premises are in good order and repair, unless otherwise indicated herein. Lessee shall, at his own expense and at all times, maintain premises in good and safe condition, including plate glass, electrical wiring, plumbing and heating installations and any other system or equipment upon the premises and shall surrender the same, at termination hereof, in as good condition as received , normal wear and tear excepted. Lessee shall be responsible for all repairs required, excepting the roof and exterior walls, structural foundations, and: x/o other structures, which shall be maintained by Lessor. Lessee shall also be maintain in good condition such portions adjacent to the premises, such as sidewalks, driveways, lawns and shrubbery, which would otherwise be required to be maintained by Lessor.
4. **Alterations.** Lessee shall not, without first obtaining the written consent of Lessor, make any alterations, or improvements in, to or about the premises.
5. **Ordinances and Statutes.** Lessee shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, pertaining to the premises, occasioned by or affecting the use of thereof by Lessee.
6. **Assignment and Subletting.** Lessee shall not assign this lease or sublet any portion of the premises without prior written consent of the Lessor, which shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and, at the option of Lessor, may terminate this lease.
7. **Utilities.** All applications and connections for necessary utility services on the demised premises shall be made in the name of the Lessee only, and Lessee shall be solely liable for the utility. charges as they become due, including those for sewer, water, gas, electricity, and telephone services, internet, cable or satellites services. (_____). Initials 7.
8. **Entry and Inspection.** Lessee shall permit Lessor or Lessor's agents to enter upon the premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same, and will permit Lessor at any time within (60) days prior to the expiration of this lease, to place upon premises any usual "To Let" or "For Lease" signs, and permit persons desiring to lease the same to inspect the premises thereafter.
9. **Possession.** If Lessor is unable to deliver possession of the premises at the commencement hereof, Lessor shall not be liable for any damage caused thereby, nor shall this lease void or voidable, but Lessee may terminate this lease of possession is not delivered within 60 days of commencement of term hereof.

10. **Indemnification of Lessor.** Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claims for damages, no matter how caused.

11. **Insurance.** Lessee, at his/her expense, shall maintain plate glass and public liability insurance including bodily injury and property damage Lessee and Lessor with minimum coverage as follows:

    Lessee shall provide Lessor with a Certificate of Insurance showing Lessor as additional insured. The certificate shall provide for a ten-day written notice to Lessor in the event of cancellation or material change of coverage. To the maximum extent permitted by insurance policies which may be owned by Lessor or Lessee, Lessee and Lessor, for the benefit of each other, waive any all rights of subrogation which otherwise might exist.

12. **Eminent Domain.** If the premises or any part thereof of any other estate therein, or any other part of the building materially affecting Lessee's use of the premises, shall be taken by eminent domain, this lease shall terminate on the date when title vests pursuant to such taking. The rent, and any additional rent, shall be apportioned as the termination date, and rent paid for any period beyond that date shall be repaid to Lessee. Lessee shall not be entitled to any part of the award for such taking or any payment in lieu thereof, but Lessee may file a claim for taking of fixtures and improvements owned by Lessee, and for moving expenses.

13. **Destruction of Premises.** In the event of partial destruction of the premises during term hereof, from any cause, Lessor shall forthwith repair the same, provided that such repairs can be made within sixty (60) days under existing governmental laws and regulations, but such partial destruction shall not terminate this lease, except that Lessee shall be entitled to a proportionate reduction of rent while such repairs are being made, based upon the extent to which the making of such repairs shall interfere with the business of Lessee on the premises. If such repairs cannot be made within said (60) days, Lessor, at his option, may make the same within a reasonable time, this lease continuing effect with the rent proportionately abated foresaid, and in the event that Lessor shall not elect to make such repairs which cannot be made within sixty (60) days, this lease may be terminated at the option of either party. In the event that the building in which the demised premises may be situated is destroyed to an extent of not less than one-third of replacement costs thereof, Lessor may elect to terminate lease whether the demised premises be injured or not. A total destruction of the building in which premises may be situated shall terminate this lease.

14. **Lessor's Remedies on Default.** If Lessee defaults in payment of rent, or any additional rent, or defaults in performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within thirty (30) days, after the giving such notice (or if such other default is of such nature that it cannot be completely cures within such period, If Lessee does not commence such curing within such thirty (30) days and thereafter proceed with reasonable diligence and in good faith to cure such default), then Lessor may terminate this lease on not less than _____days' notice Lessee. On the date specified in such notice the term of this lease shall terminate, and Lessee shall then quit and surrender the premises to Lessor, but Lessee shall remain liable as hereinafter provided. If this lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the premises by any lawful means and remove Lessee and other occupants and their effects. No failure to enforce any term shall be deemed a waiver.

15. **Security Deposit.** Lessee shall deposit with Lessor on the signing of this lease the sum of (One Month Rent and Security deposit, 2600, Last month rent) Dollars ($_____ as security for the performance of Lessee's obligations under this lease, including without limitation the surrender of possession of the premises to Lessor as herein provided. If Lessor applies any part of the deposit to cure any default of Lessee, Lessee shall on demand depos it with Lessor the amount so applied so that Lessor shall have the full deposit on hand at all times during the lease.

16. **Tax Increase.** In the event there is any increase during any year of the term of this lease in the City, County, or State real estate taxes over and above the amount of such taxes assessed for the tax year during which the term of this lease commences, whether because of increased rate or valuation, Lessee shall pay to Lessor upon presentation of paid tax bills an amount equal to sixty six (66%) of the increase in taxes upon the land and building in which leased premises are situated. I event that such taxes are assessed for a tax year extending beyond the

term of lease, the obligation of Lessee shall be proportionate to the portion of the lease term included in such year.

17. **Common Area Expenses.** In the event the demised premises are situated in a shopping center or in a commercial building in which there are common areas, Lessee agrees to pay his pro-rata share of maintenance, taxes, and insurance for the common area.
18. **Attorney's Fees.** In case suit should be brought for recovery of the premises, or for any sum due hereunder, or because of any act which may arise out of possession of the premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including a reasonable attorney's fee.
19. **Waiver.** No failure of Lessor to enforce any term hereof shall be deemed to be a waiver.
20. **Notices.** Any notice which either party may or is required to give, shall be given by mailing the same, postage prepaid, to Lessee at the premises, or Lessor at the address specified above, or at such other places as may be designated by the parties from time to time.
21. **Heirs, Assigns, Successors.** This lease is binding upon and inures to the benefit of the heirs, assigns and successors in interest to the parties.
22. **Option to Renew.** Provided that Lessee is not in default in the performance of this lease, Lessee shall have the option to renew the lease for additional term of (_____) years commencing at the expiration of the initial lease term. All of the terms and conditions of the lease shall apply during the renewal term except that the monthly rent shall be the sum of $_____. The option shall be exercised by written notice given to Lessor not less than _____ days prior to the expiration of the initial lease term. If notice is not given in the manner herein within the time specified, this option shall expire. ** Not greater than 3% increase per year.
23. **Subordination.** This lease is and shall be subordinated to all existing and future liens and encumbrances against property.
24. **Radon Gas Disclosure.** As required by law. (Landlord) (Seller) makes the following disclosure: "Radon Gas" is naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in. Additional information regarding radon testing may be obtained from your public health unit.
25. **Entire Agreement.** The foregoing constitutes the entire agreement between the parties and may be modified only by writing signed by both parties. The following Exhibits, if any, have been made a part of this lease before parties' execution hereof:

Signed this Second Day of MAY 2018 **Day of** MAY 2018

By Rhonda Bolen _____

Lessee **Lessor**

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- 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) (township, city, 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 applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____
(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

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 _____ (township, city, village)

council/board at a _____ meeting held on _____
(regular or special) (date)

_____ _____ _____
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.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

LARA is an equal opportunity employer/program.Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Print Form

RI-030 (09/2014)
MICHIGAN STATE POLICE

LIVESCAN FINGERPRINT BACKGROUND REQUEST

AUTHORITY: MCL 28.214, MCL 28.273 & MCL 28.162; **COMPLIANCE:** Voluntary, however failure to complete this form will result in denial of request.

Purpose: To conduct a fingerprint-based background check for employment, to volunteer, or for licensing purposes as authorized by law.

I. Fingerprint Reason

1. Code	2. Requestor/Agency ID	3. Agency Name
LL	1479J	MI DEPT OF LICENSING AND REGULATORY AFFAIRS - LIQUOR CONTROL

II. Applicant Information - Type or clearly print answers in all fields before going to be fingerprinted.

1a. Last Name	1b. First Name	1c. Middle Initial	1d. Suffix
Bifano	Rhonda		

2. Any Alternative Names, Last Names, or Aliases	3. Social Security Number (Optional)
Rhonda Graham	[redacted]

4. Place of Birth (State or Country)	5. Date of Birth	6. Phone Number	7. Driver License State	8. Driver License Number
[redacted]	Lansing	[redacted]	MI	[redacted]

9. Address	10. City	11. State	12. ZIP Code
11310 Arrowhead	South Lyon	MI	48178

13. Sex	14. Race	15. Height	16. Weight	17. Eye Color	18. Hair Color
F	Caucasian	5' 5'	140	Blue	Brown

III. Live Scan: Must by completed by the Livescan Operator at the time of fingerprinting.

1. Date Printed	Picture ID Type Presented	3. TCN	4. Live Scan Operator

NOTE: After fingerprinting, applicant must return signed and completed document to the requesting agency. Livescan Operator must return completed copy to applicant.

I understand that my personal information and biometric data being submitted by livescan will be used to search against criminal identification records from both the Michigan State Police (MSP) and Federal Bureau of Investigation (FBI) for the fingerprint reason listed above. I hereby authorize the release of my personal information for such purposes and release any records found to the authorized requesting agency listed above.

During the processing of this application, and for as long as your fingerprints and associated information/biometrics are retained at the State and or FBI, they may be disclosed without your consent as permited by the Federal Privacy Act of 1974 (Pub. L. 93-579) for all applicable routine uses published by the FBI, including the Federal Register and the FBI's Next Generation Identification (NGI).

Routine uses include, but is not limited to, disclosure to: governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Signature: Rhonda Bifano **Date:** 4/1/18

Procedure to obtain a change, correction or update of identification records:

If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections or updating of the alleged deficiency, he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency. (28 CFR §16.34)

**** ENSURE THAT THE CORRECT FINGERPRINTING REASON CODE AND AGENCY ID ARE USED. MSP WILL CHARGE FOR SECOND REQUESTS DUE TO INCORRECT CODES. ****

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Livescan Fingerprint Background Request
Instructions for Michigan & Out-of-State Applicants

APPLICANTS THAT LIVE IN MICHIGAN

Applicants for a Michigan liquor license must have their fingerprints a law enforcement agency in Michigan that offers digital fingerprinting or a private Livescan vendor approved by the Michigan State Police. You may access a list of approved vendors on the Michigan State Police website (contains vendors' websites and contact information): http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

On the attached Livescan Fingerprint Background Request form, you must use the correct Code (LL), Agency ID Number (1479J), and Agency Name (MI DEPT OF LICENSING AND REGULATORY AFFAIRS - LIQUOR CONTROL) in order for the fingerprint report to be sent to the Michigan Liquor Control Commission. Payment receipts **should not** be mailed to the office, but kept for your own records.

You must bring the Livescan Fingerprint Background Request form with a driver's license or other state or federal-issued picture identification to your fingerprint appointment. You will also be required to pay a separate fee to the fingerprint agency when registering and/or scheduling your appointment. A copy of the Livescan Fingerprint Background Request form, which is signed by the Livescan Operator and returned to you, must be submitted with your application in order for your request to be investigated.

When your fingerprints are taken, a technician will perform a scan of your fingerprints and submit the data electronically to the Michigan State Police.

APPLICANTS THAT LIVE OUTSIDE OF MICHIGAN

Applicants for a Michigan liquor license that live outside of Michigan must submit fingerprints through one of the private Livescan vendors approved by Michigan State Police that offer fingerprinting for residents that live outside of Michigan. You may access a list of approved vendors that process finger print cards for non-Michigan residents on the Michigan State Police website (contains vendors' websites and contact information): http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

The applicant must contact a local law enforcement agency, governmental agency, or private fingerprint agency to perform ink fingerprinting on a FBI fingerprint card (FD-258) or fingerprint cards from any other state or local agency (fingerprint cards must be on card stock). These fingerprint cards must be submitted for processing to one of vendors on the Michigan State Police's list of approved vendors. Contact the vendor directly regarding its process and the fee for submitting the fingerprint cards for processing.

Make a copy of the completed and signed Livescan Fingerprint Background Request form and submit that copy with the license application.

WHAT HAPPENS AFTER FINGERPRINTS ARE SUBMITTED

The law enforcement agency or private vendor will submit your fingerprints to the Michigan State Police for analysis.

If no criminal history is found, the Michigan Liquor Control Commission will be notified.

If criminal history is found, the Michigan State Police will send the record directly to the Michigan Liquor Control Commission for review.

QUESTIONS AND ADDITIONAL INFORMATION

For questions about the Livescan fingerprinting process, call the Michigan State Police at 517-241-0606.

Please do not contact the Michigan Liquor Control Commission regarding your criminal background check, unless your fingerprints were taken more than 30 days ago.

Please note: Fingerprints taken for any other agency will not fulfill fingerprint requirements for a liquor license in Michigan.

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

P.D.
INV.

City of South Lyon Department of Police

219 Whipple
South Lyon, Michigan 48178
PH. (248) 437-1773 / FAX (248) 437-0459
Lloyd T. Collins
Chief of Police

To: Chief Collins

From: Sgt. Chris Sederlund

Date: 07/23/2018

Subject: Liquor Control Commission
License Application
Corner Caffe'

Chief,

Upon receiving the liquor license application for the Corner Caffe' from Rhonda Marie Bifano, a thorough background investigation was conducted as requested. The investigation revealed only positive responses and recommendations regarding this applicant from the listed references.

Due to the fact that Rhonda Bifano has owned and operated Bifano Eyecare for 20 plus years with no known major complaints, it appears that she is a responsible and successful business owner, who is an asset to this community.

References:

1. Chris Bifano
2. Eric Oprisiu

References described Rhonda Bifano as a very honest, easy going, diplomatic, and a mild tempered individual. They also described her as being a caring person. As a businesswoman, she reportedly takes her responsibilities seriously and treats her employees fairly. They are not aware of any legal or financial difficulties involving her. They were also not aware of any drug or alcohol problems.

She is, as stated, a mild tempered, non-violent person.

All references believe that Rhonda Bifano would be successful in her endeavor of operating an establishment with a liquor license and further believe that she would take those responsibilities seriously.

Criminal History:

ICHAT indicated no documented criminal history involving Rhonda Bifano. There is one speeding violation listed on her driving record.

South Lyon Police Department Contacts:

Department records indicate several contacts with Rhonda Bifano, but nothing serious in nature. In 2017, she reported a parking complaint. In 2013, she was contacted to pick up her son at the station after officers found him in a new construction site with [redacted] In 2010, she was listed as a person interview in a harassing communications incident. In 2009, she was contacted after her son was injured in a bike/vehicle personal injury accident and in 2000, she reported a larceny at her business, Bifano Eyecare.

Other Police Department Contacts:

Clemis records indicated three (3) police contacts with other area departments. In 2012, she was listed as the owner of a vehicle that was involved in a PDA out of the Oakland County Sheriff's Office, however she was not the driver. In 2006, she was listed as a person interview in a PDA in Milford and in 2000, she was the victim of a larceny from auto in Dearborn.

Credit History:

A credit summary obtained on 06/18/2018 indicated eighteen (18) accounts listed to her. Five (5) accounts are open and thirteen (13) accounts are paid/closed. There are no collections, charge offs, bankruptcies, liens, garnishments, or other judgments on file. Payments on credit accounts are reportedly made as agreed and on time.

The investigation summary is forwarded to your attention for review.

Lloyd Collins

From: Robert Donohue <robert@southlyonmi.org>
Sent: Tuesday, July 31, 2018 11:26 AM
To: Lloyd Collins
Subject: Rhonda Bifano Liquor License Application: Econ Dev & DDA Response

Lloyd:
This is my response to your request for an **Economic Development & DDA response to the Application submitted by Rhonda Bifano for the last Class C Quota Liquor License in the City of South Lyon.**

- I agree with statements made by various members of City Council over the past two (2) that "we should utilize the City's last Class C Quota Liquor License to attract a new upscale restaurant to the Downtown." However, while most seemed to agree, in fact not all Council Members agree on that statement.
- The DDA has also had several discussions, with regard to how to best attract an upscale restaurant, over the past two years. The consensus has been to provide the City's last Class C quota Liquor License "to the most qualified operator", regardless of it being an existing business owner or a new restaurant operator.
- It is definitely an advantage when recruiting new restaurants to Downtown South Lyon, to say that "The City has one Class C quota Liquor License available". For years it was difficult to attract restaurants to Downtown South Lyon for a variety of reasons. Now it is easy to attract them and in fact they are now contacting us, to locate a new upscale restaurant here.
- Now we have lots of interest by restaurant owners and developers, but no adequate space to put them, except for one, the former Draft Street Bar & Grill. Most upscale restaurants want anywhere from 3,000 – 5,000 square feet (s.f.) of floor space. The "Draft Street Building" is approx 5,000 s.f. and the adjacent former party store is 1,800 s.f. for a total of 6,800 s.f.
- Wine Bars are generally smaller (800 – 1,800 s.f. of floor space) than a restaurant and are often paired with the retail sale of wine and/or cheese. We have had interest by at least 3 different Wine Bar operators. Again, at the time peak interest by each of those 3, there were no spaces available.
- There is no question that a Wine Bar, in my opinion, backed up by market information and current trends in Optimal Downtown Business Mix, that a Wne bar would definitely be a welcome addition to Downtown South Lyon.
- A Wine bar would be supported by the Market Area and Demographic Profiles of the Downtown's general market area surrounding and including the City of South Lyon, as shown in the recent Market Analysis prepared by Oakland County in the fall of 2016.
- The former Draft Street Bar & Grill is currently for sale. The building comes with one (1) Class C quota License and one (1) Package Liquor License as part of the building & property sale.
- I have gone on record as supporting the language of the City's new Liquor License Ordinance, and in fact, I assisted the City Attorney in drafting that ordinance as well as the policy for review of applications. All of my involvement in that matter was prior to any knowledge of an application by Rhonda Bifano.
- During the time period that the proposed new Liquor License Ordinance was being considered by City Council, after my input, earlier this year and before its adoption, Rhonda Bifano did request a meeting with the Interim City Manager (Lloyd) and myself to discuss her plans to apply for a Class c Liquor License in the near future. Lloyd and I both informed her of previous discussions by the City Council and the DDA, as noted above.
- Small, independent business owners could obviously better afford the approximate $1,000 cost of the City's Class C quota Liquor License, than the price to purchase a Class C Liquor License or a Resort Transfer Class C Liquor License on the open market within Oakland County or the State of Michigan at approximately $60,000 - $150,000.
- There is another option to purchase a Class C Liquor License, that is more affordable for a small and/or independent Wine Bar, Bar or Restaurant. That is a "DDA Liquor License" which is a full- service Class C Liquor License. To qualify for a DDA Liquor License, the applicant must:
  1. Verify that no Class C Quota License is available from the local municipality

2. Or, verify they were turned down (not approved) by the local municipality for their request for a Class C Quota Liquor License
3. The applicant must have the City verify that one of two factors exist:
   A. The applicant's project construction, renovation and total rehabilitation/reuse and build-out investment costs to open are at least $100,000.; or
   B. The applicant has the municipality verify that there has been at least $100,000 of private investment in the DDA within the past year, at the time of application.

- The cost of a DDA Liquor License is $23,000. Thus, it is more affordable option than going out in the open market. Any business, local or regional, with a sound, detailed business plan should be able to afford a DDA Liquor License as it plans to open an operation anywhere.

If anyone has any questions on the items noted above I would be happy to address them at any time.

Respectfully submitted,

Robert Donohue, Director
Economic Development & DDA
City of South Lyon

Lloyd Collins

From: Ronald Beason <rbeasonsouthlyon@hotmail.com>
Sent: Tuesday, July 31, 2018 2:40 PM
To: Lloyd Collins
Subject: Regarding tap in fees for corner cafe lot

Per your request, here is the information I have.

In 2005 corner cafe was charged a $5600 tap in fee. This was based on a .8 per restaurant unit factor. Previous owner, prior to 2005, had already paid a 1.0 tap in factor. This was based on 2005 unit rates. Totaling 1.8 being paid for.

Restaurants with liquor licenses have a unit factor of .35 per fixture. An onsite inspection indicates the Corner Cafe has 14 fixtures in the business. Tap in factor 4.9 minus 1.8 (that they have already paid for) equaling 3.1 additional units. Taking that 3.1 and times it by the current $7000.00 tap in fee. It would cost the Corner Cafe $21,700.00.

Tap in fee numbers are based on Oakland County Schedule of Unit Assignment factors effective July 1, 2018.

All of the information above is correct to the best of my knowledge.

Thanks,

Ron Beason

CITY OF SOUTH LYON

Mayor
Daniel L Pelchat

Council Members
Glenn Kivell
Margaret J. Kurtzweil
Mary Parisien
Carl W. Richards
Rose Walton
Stephen Kennedy

Interim City Manager
Chief Lloyd Collins

Clerk/Treasurer
Lisa Deaton

Deputy Clerk/Treasurer
Judy Pieper

335 S Warren
South Lyon, MI 48178
Phone: 248-437-1735
Fax: 248-486-0049
www.southlyonmi.org

August 1, 2018

Subject: Plan Review –

Jurisdiction
City of South Lyon
335 S Warren
South Lyon, MI 48178
Contact: Ken Pike, Building Official, kpike@safebuilt.com. 248 459-5081
NOTE: All plan review responses and questions shall be directed to the person that did the review as noted below.

Codes Currently in Effect (Statewide)
2015 Michigan Building Code, MBC 2015
2015 Michigan Mechanical Code, MMC 2015
2015 Michigan Plumbing Code, MPC 2015
2014 National Electrical Code w/state amendments, NEC 2014
Accessibility: Michigan Barrier Free Design Law, P.A. 1966 as amended and the 2003 ICC/ANSI A117.1 - 2009 standard as referenced from Chapter 11 of the 2015 Michigan Building Code.

Disclosure and Limitation of Reviews
This review and recommendation for approval does not relieve the owner or their representatives from complying with other codes, ordinances and other federal, state and county reviews, approvals, permits and inspections.

Building Plan Review Comments by: Tracy Kallek, Deputy Building Official.

To: Lloyd Collins, Interim City Manager
Re: Liquor License at 101 S. Lafayette

Chief, per your request here is the review of 101 South Lafayette.

A liquor license will put this property into a A-2 Occupancy condition. Nightclubs, bars, taverns, dance halls, and food courts. Water closets required, Male 1 per 40, Female 1 per 40. Lavatories, Male and Female 1 per 75. Drinking Fountain 1 per 500. One Service Sink.

There is currently an old print for the Corner Café, which calls out an Occupancy of 30 people indoor and 18 people outdoors. The restroom currently in use has only one water closet, one lavatory and is not Barrier Free.

A renovation by a design professional will required to bring this property up to a A-2 use group occupancy.

Best Regards,

Tracy Kallek
Deputy Building Official

City of South Lyon Building Department
335 S Warren
South Lyon, MI 48178
248.459.4227 cell
tkallek@safebuilt.com

SAFEbuilt inc.

SOUTH LYON FIRE DEPARTMENT

217 Whipple Street, South Lyon, MI 48178
Phone: 248-437-2616 Fax: 248-437-3025
www.southlyonfire.com

7/19/2018

CORNER CAFE &
GLAZY DAYS
101 SOUTH LAFAYETTE
SOUTH LYON, MICHIGAN 48178

TO WHOM IT MAY CONCERN:

PLEASE BE ADVISED THAT AN ANNUAL FIRE INSPECTION OF THE ABOVE LISTED BUSINESS WAS CONDUCTED ON 7/17/2018. THIS INSPECTION WAS ALSO CONDUCTED FOR THE PURPOSE OF A LIQUOR LICENSE APPLICATION. THE BELOW LISTED DEFECIENCYS/VIOLATIONS WERE NOTED AT THE TIME OF THE INSPECTION.

1. FIRE EXTINGUISHERS REQUIRE ANNUAL INSPECTION.
2. POST APPROVED BUSINESS OCCUPANT LOAD (AT SERVICE COUNTER/CORNER CAFE).
3. PORTABLE FIRE EXTINGUISHER REQUIRES MOUNTING ON APPROVED BRACKET (FOOD PREP AREA/CORNER CAFE).
4. REMOVE DOOR HARDWARE ON NON-REQUIRED DOOR (ADJACENT TO MAIL BOXES).
5. ELIMINATE MULTIPLE ELECTRICAL OUTLETS/ADAPTERS (BASEMENT X 2). RECOMMEND INSTALLING APPROVED ELECTRICAL OUTLET JUNCTION BOXES WHERE NECESSARY.
6. POTTERY KILN REQUIRES APPROVED CONVECTION EXHAUST HOOD AND EXHAUST FAN. (GLAZY DAYS). PROVIDE DOCUMENTATION OF ELECTRICAL & MECHANICAL INSPECTIONS FOR NEW INSTALLATION.)
7. PROVIDE COPY OF APPROVED APPLICATION FOR NEW CANOPYS SHELTERS.

THE ABOVE DEFECIENCYS/VIOLATIONS SHALL BE CORRECTED ON/OR BEFORE AUGUST 25, 2018.

IF YOU HAVE ANY QUESTIONS CONCERNING THE ABOVE INFORMATION, PLEASE DO NOT HESITATE TO CONTACT ME.

YOURS SINCERELY,

ALAN A. MATTHEWS
FIRE INSPECTOR.

ORDINANCE NO.03-18

CITY OF SOUTH LYON
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO ADD CHAPTER 8 – ALCOHOLIC LIQUOR – TO THE CITY OF SOUTH LYON CODE OF ORDINANCES TO PROVIDE POLICIES AND REGULATIONS FOR THE APPLICATION, REVIEW, ISSUANCE, TRANSFER, RENEWAL, REVOCATION AND ENFORCEMENT OF LIQUOR LICENSES AND FOR THE OPERATION OF LICENSED PREMISES.

THE CITY OF SOUTH LYON ORDAINS:

PART I. Addition of Chapter 8. Chapter 8 – Alcoholic Liquor – is hereby added to the City of South Lyon Code of Ordinances, to read in its entirety as follows:

CHAPTER 8 – ALCOHOLIC LIQUOR

ARTICLE I – GENERAL

Secs. 8-1 – 8-30. - Reserved.

ARTICLE II – LICENSING

Sec. 8-31. - Short title.

This ordinance shall be known and may be cited as the City of South Lyon "Liquor License Ordinance."

Sec. 8-32. – Statement of purpose.

The purpose of this article is to establish the city's policies and procedures for regulating liquor licenses including application and review procedures for the issuance of new on-premises licenses, transfers of on-premises licenses into and within the city and among owners and/or applicants, and for the renewal and revocation of liquor licenses. The process is intended to ensure that the individuals and entities seeking licenses or who propose to operate licensed on-premises liquor establishments within the city, meet certain minimum requirements as to background, experience, financial resources, business operations and management and that the proposed establishment meets the needs of the community. It requires the city council to review application information in light of certain criteria to identify the kinds of applicants and establishments that best qualify for a license and best meet the needs of the City and its residents. It reserves to the city any and all discretion afforded to it under applicable laws relating to the issuance of on-premises licenses.

Sec. 8-33. – Definitions.

The following definitions shall apply to this chapter:

(a) *Act* means the Michigan Liquor Control Code of 1998, Public Act 58 of 1998, MCL 436.1101 et seq., as amended.

(b) *Alcoholic liquor* means any spirituous, vinous, malt, or fermented liquor, powder, liquids, and compounds, whether or not medicated, proprietary, patented, and by whatever name called, containing 1/2 of 1% or more of alcohol by volume that are fit for use for food purposes or beverage purposes as defined and classified by the Michigan Liquor Control Commission.

(c) *Applicant* means and includes all persons and entities proposed to be owners of the license and/or of the licensed premises, all key personnel involved in the management and operation of the licensed business, and all persons and entities proposed to be involved in the finance of the license and/or licensed premises. Applicant includes all owners, shareholders, officers, partners, members, and managers of an entity applying for a license.

(d) *Brewpub* means a license issued in conjunction with a class C, tavern, class A hotel, or class B hotel license that authorizes the person licensed with the class C, tavern, class A hotel, or class B hotel to manufacture and brew not more than 18,000 barrels of beer per calendar year in Michigan and sell at those licensed premises the beer produced for consumption on or off the licensed brewery premises in the manner provided for in sections 405 and 407 of the Michigan Liquor Control Code of 1998. A brewpub is considered a hybrid on- and off-premises liquor license.

(e) *Class C license* means a place licensed to sell at retail beer, wine, mixed spirit drink, and spirits for consumption on the premises.

(f) *Club license* means a liquor license issued to a club as defined by section 107 of the Michigan Liquor Control Code of 1998, Public Act 58 of 1998 (MCL 436.1107).

(g) *Establishment* means a business or premises whose primary function is the serving of alcoholic beverages for consumption on-premises.

(h) *Hotel license* means a liquor license issued to a hotel as defined in section 107 of the Michigan Liquor Control Code of 1998, Public Act 58 of 1998 (MCL 436.1107).

(i) *License* means a contract between the commission and the licensee granting authority to that licensee to manufacture and sell, or sell, or warehouse alcoholic liquor in the manner provided by the Act.

(j) *Licensee* means an individual or entity holding a license issued under this chapter or by the Michigan Liquor Control Commission.

(k) *Michigan Liquor Control Commission* and *MLCC* mean the liquor control commission provided for and created in Section 209 of the Michigan Liquor Control Code of 1998, Public Act 58 of 1998 (MCL 436.1209).

(l) *Micro brewer* means a brewer that produces in total less than 60,000 barrels of beer per year and that may sell the beer produced to consumers at the licensed brewery premises for consumption on or off the licensed brewery premises and to retailers as provided in MCL 436.1203. In determining the 60,000-barrel threshold, all brands and labels of a brewer, whether brewed in this state or outside this state, shall be combined and all facilities for the production of beer that are owned or controlled by the same person shall be treated as a single facility.

(m) *Minor* means an individual less than 21 years of age.

(n) *Off-premises license* means a liquor license to sell alcoholic liquor at retail for consumption off the licensed premises, including SDD, SDM, and other licenses designated as such in the Act.

(o) *On-premises license* shall mean a liquor license to sell alcoholic liquor at retail for consumption on the licensed premises, including Class C, tavern, resort, club, hotel, brewpub and micro brewer licenses.

(p) *Person* means an individual, firm, partnership, limited partnership, association, limited liability company, or corporation.

(q) *Resort license* means a liquor license issued by the Michigan Liquor Control Commission in a resort area, without regard to other Liquor Control Commission quota requirements, in accordance with the Michigan Liquor Control Code of 1998, Public Act 58 of 1998.

(r) *Sale* includes the exchange, barter, traffic, furnishing, or giving away of alcoholic liquor.

(s) *Special license* means a contract between the commission and the special licensee granting authority to that licensee to sell beer, wine, mixed spirit drink, or spirits. The license shall be granted only to such persons and such organization and for such period of time as the commission shall determine so long as the person or organization is able to demonstrate an existence separate from an affiliated umbrella organization. If such an existence is demonstrated, the commission shall not deny a special license solely by the applicant's affiliation with an organization that is also eligible for a special license.

(t) *Special permit* includes, but is not limited to, outdoor service permits, one-day licenses, after hours permits, temporary dance, entertainment, or add bar permits, specific purpose permits, and special licenses, as those terms are defined and utilized in the Michigan Liquor Control Code of 1998, Public Act 58 of 1998.

(u) *Specially designated distributor (SDD)* means a person engaged in an established business licensed by the commission to distribute spirits and mixed spirit drink in the original package for the commission for consumption off the premises.

(v) *Specially designated merchant (SDM)* means a person to whom the commission grants a license to sell beer or wine, or both, at retail for consumption off the licensed premises.

(w) *Tavern* means any place licensed to sell retail beer and wine for consumption on the premises only.

Sec. 8-34. – License required.

No person shall engage in the business of selling alcoholic liquor for consumption on premises in the City of South Lyon, transfer such a license into the city, transfer ownership or location of such a license within of the city, without first obtaining an approval for same by the city council as provided for in this chapter and also obtaining a license or approval therefor as required by the Act and MLCC.

Sec. 8-35. – Plan of operation required.

(a) *Plan of operation.* All on premises licensees shall operate in accordance with a plan of operation approved by the city council.

(b) *Contents of plan.* A plan of operation shall contain an operational statement outlining the proposed manner in which the establishment will be continuously operated consistent with the requirements of this chapter and the city code of ordinances, including, but not limited to, the opening date, the business concept, the anticipated food-to-alcohol ratio, a schedule of the days and hours of operation, method of alcohol management, crowd control/security, use of building facilities, parking facilities and arrangements, plan for interior use and layout, exterior design, layout of any ancillary facilities on the site, dance/entertainment permits needed or requested, estimated cost of building and site improvements, and any other pertinent information as requested by the city.

(c) *Use of liquor license.* It is the intent of the city that approved licenses shall be put into use immediately following approval. Non-use, inactivity, escrowing, or warehousing of licenses is prohibited in the plan of operation.

(d) *Compliance.* Licensees shall comply with all applicable state and city regulations, this chapter, and a plan of operation as approved by city council.

Sec. 8-36. – Application and review procedures.

(a) *Application.* In addition to such application(s) as may be required by the Act and the Michigan Liquor Control Commission for licensing by the State of Michigan, each applicant for a new on-premises license, transfer of an on-premises license into the city, or relocation or transfer of an existing on-premises license within the city or among owners and applicants, shall submit to the city clerk's office a fully completed "City of South Lyon Liquor License Application" on a form furnished by the clerk's office signed by the applicant or a duly authorized agent, along with the required fee(s) and all additional documents and materials referred to in the application form or otherwise required under this article.

(b) *Required information.* The applicant shall include, with the application, at least the following:

(1) Name and address of the applicant. If the applicant is a partnership, the name and address of each partner shall be provided, and a copy of any

partnership agreement attached. If the applicant is a privately-held corporation, the names and addresses of all corporate officers, members of the board of directors, and stockholders shall be provided, and a copy of the articles of incorporation attached. If the applicant is a publicly-held corporation, the names and addresses of all corporate officers, members of the board of directors, and stockholders who own ten percent (10%) or more of the corporate stock shall be provided. If the applicant is a limited liability company, the names and addresses of all members, managers and assignees of membership interests shall be provided, and a copy of the articles of organization attached.

(2) The type of license and/or related permit(s) requested.

(3) The address, legal description, and zoning district of the property where the licensed establishment is to be located.

(4) The name and address of the record fee owner of the premises, and, if the applicant is not the owner, proof of its interest in or right to occupy the premises.

(5) Building and site plans showing the site and existing structures for the proposed establishment demonstrating compliance with zoning requirements, adequate off-street parking, lighting, refuse disposal facilities, and where appropriate, adequate plans for sound barriers and noise control. If the establishment is to be located in a proposed building for which site plan approval has not yet been obtained, or in an existing building that is to be remodeled, a conceptual plan showing the relationship of the building to the surrounding properties and uses, and proposed building elevations.

(6) A plan of operation as referenced in section 8-35.

(7) A written statement as to the applicant's character, experience, and financial ability to meet the obligations and business undertakings for which the license is to be issued, including the length of time the applicant has been in business of that character; or in the case of a partnership or other business entity, the date when it was created, established or organized.

(8) Three (3) written references as to the applicant's character, experience, and financial ability to meet the obligations and business undertakings for which the license is desired.

(9) A written statement identifying the source of all funds which will be relied upon for the establishment and operation of the proposed establishment sought to be licensed including the name and address of the financial institution where such funds are deposited.

(10) A statement whether the applicant has operated or made application for a similar or another license on any premises other than described in this application, and the status or disposition of such license or application.

(11) Whether a manager or person other than the applicant will manage the operations of the proposed establishment, and if so, the identity(ies) of such managers or persons.

(12) A criminal background report of the applicant's criminal history through the Internet Criminal History Access Tool (ICHAT). The applicant is responsible for all charges incurred in requesting and receiving the ICHAT report and the report must be dated within thirty (30) days of the date of the application.

(13) A statement that the applicant is not disqualified to receive a license for any reason under this chapter or state law.

(14) An accurate record and history of any liquor license or Liquor Control Act violations by the applicant, and any entity the applicant has worked for or had a substantial interest in, or by a parent or subsidiary entity of the applicant for the immediate preceding five (5) years.

(15) A written statement explaining in detail how the application and applicant meet the review criteria listed in subsection (f).

(16) Any other information pertinent to the applicant, premises, and operation of the proposed establishment as may be required by this chapter, including information regarding each of the criteria listed in subsection (f).

(c) *Investigation.* Following receipt of a complete application, fees and other information as may be requested by the city, the city manager will refer the application to the police department, fire department, planning department, building department, economic development department, public works department, and such other departments as deemed appropriate, which departments shall cause a thorough review and investigation of the applicant(s) and premises to be completed, including, but not limited to, an investigation regarding the background of the applicant(s) and owners, a complete history of past business and experience and liquor law violations, the proposed premises, code compliance, payment of taxes and utility charges, availability of utilities. The findings and results of the investigations, including where applicable, recommendations, shall be provided to the city manager, who shall then report same to the city council. In making its reviews and investigations, the city, and its departments, may request other pertinent information from the applicant.

(d) *Placement upon city council agenda.* Upon receipt by the city manager of the findings, results, and recommendations of the department investigations, the city manager shall place the application on a city council agenda for consideration. Due notice will be provided to the applicant, and the applicant will be required to appear before the city council and make an oral and/or written presentation and address any questions concerning the application.

(e) *City council action required.* All applications are subject to action by the city council. The city council may approve with or without conditions, postpone consideration for a reasonable period, or deny the license. If the license is either approved or denied, the city council shall cause its decision to be transmitted to the Michigan Liquor Control Commission and promptly give notice of the decision to the applicant, in writing. Unless otherwise indicated by the city council, all approvals are conditioned upon the applicant obtaining any required building permits and any other necessary permits, licenses, or approvals from the city, including special land use approval, or approvals from other regulatory agencies within sixty (60) days or such other time period specified by the city council from the date of such conditional approval. The construction of new buildings and alterations of existing buildings shall commence within six (6) months after the date of the conditional approval, with a completion date of no more than one (1) year after the issuance of the relevant building permit. Extensions of time for completion of construction or alteration or to meet conditions may be granted by the city council for good cause as determined in its sole discretion. Failure to comply with such conditions shall render the license, and any approval, subject to revocation.

(f) *Review criteria.* In making its determination pursuant to section 8-36(e), the city council may consider and/or weigh, in its discretion, the following factors:

(1) Surrounding land uses and proximity to residences, schools, and churches, and any potential adverse effect the surrounding area and land uses, including vehicular and pedestrian traffic and movement, parking, noise and input from residents and businesses.

(2) The investigations, findings and recommendations of the city departments regarding the applicant, application, and proposed premises and establishment.

(3) The applicant's history and experience, if any, in conducting a business holding a liquor license, including history of MLCC violations and other business and operations and management experience.

(4) The applicant's financial status and its ability to build and/or operate the proposed establishment.

(5) Past criminal convictions of the applicant for felonies and crimes involving moral turpitude, violence, or alcoholic liquors, including, but not limited to: gambling, prostitution, weapons, tax evasion, fraudulent activity, controlled substances, crimes or violations of such a nature that it may impair the ability of the applicant to operate a licensed establishment in a safe and competent manner.

(6) Non-payment or late payment of taxes and utility bills.

(7) The availability of utilities to serve the proposed establishment.

(8) Compliance with applicable building, plumbing, electrical and fire prevention codes, zoning ordinance, or other applicable ordinances, laws, codes, and regulations.

(9) The nature and extent of preservation or restoration of existing or historic buildings.

(10) The number, proximity and capacity of similar licensed establishments in the city and surrounding area

(11) The amount to be invested in the proposed premises/establishment and the effect on the economic development of the city or the surrounding area.

(12) Whether the proposed establishment is part of a multi-use project with substantial new retail, office or residential components; the size of the proposed establishment relative to the overall project or development.

(13) Whether the applicant has demonstrated a public need or convenience for the issuance of the liquor license for the business establishment at the location proposed.

(14) The plan of operation including the type or character of proposed establishment and services, menu and entertainment to be offered, the overall theme, atmosphere, or ambiance of the proposed business, the proposed hours and days of operation, the proposed ratio of sales of food to alcohol, the size and percent of floor area devoted to kitchen, dining, dance floor, bar, outdoor service areas.

(15) The impact of the establishment on city policing and code enforcement activities, and the possibility of consequent costs to the city.

(16) The overall benefits and/or detriments of the proposed establishment to the city.

(17) Any other factors that may affect the health, safety and/or welfare of the general public.

(g) *Restrictions on licenses.* No license shall be issued to the following unless such applicable restriction is waived by city council:

(1) Any person whose liquor license has been revoked or not renewed for cause under this article, or a comparable local ordinance or state law, whether in Michigan or otherwise.

(2) Any person who, at the time of application or renewal of any license issued hereunder, would not be eligible for such license upon a first application.

(3) Any applicant, including any owner, shareholder, officer, partner, member, manager, or assignee thereof, owing a ten percent (10%) interest or more would not be eligible to receive a license hereunder or the Act for any reason.

(4) Any person who does not own the premises for which a license is sought or does not have a lease or other right to possess or occupy the premises for the full period for which the license is issued.

(5) Any law enforcement official or any member of the council, or to any such official having interest in any way, either directly or indirectly, in manufacture, sale or distribution of alcoholic liquor.

(6) Any applicant who omits or falsifies any information required by this article.

(7) Any premises where there exists a violation of the applicable building, electrical, mechanical, plumbing or fire codes, applicable zoning regulations, applicable public health regulations or any other applicable city ordinance without approved arrangements for correction or achieving compliance.

(8) Any premises that does not, or will not reasonably soon after commencement of operations, have adequate off-street parking, lighting, refuse disposal facilities, noise or nuisance control, or such new construction or remodeling as proposed would not be completed.

(h) *Changes in plans, drawings, etc.* After receipt of a conditional approval by the city council, no site plan, floor plan, building elevation, seating arrangement, kitchen layout, or other pertinent facts, drawings, or documents submitted to the city may be changed without the applicant first receiving approval from the city planning, engineering, and building departments and city council.

(i) *Recommendation for approval of liquor license.* Upon completion of the building and/or improvements and satisfaction of all other conditions and in accordance with the prior conditional approval of the city council and resolution, if applicable, the city council shall then recommend, above all others, the applicant for approval of the liquor license to the Liquor Control Commission of the State of Michigan.

(j) *Reservation of authority.* No applicant for a liquor license has a right to the issuance of such license, and the city council reserves the right to exercise reasonable discretion to determine who, if anyone, shall be entitled to the issuance of such licenses.

Sec. 8-37. – Substantial changes in licensed operations.

(a) Substantial changes in the licensee's operations or plan of operation within three (3) years of the license being issued must be approved by the city council. Substantial changes shall include, but are not limited to: changes in space, percentage of food or other sales not related to liquor, changes in hours of operations, capacity, or parking of twenty-five percent (25%) or more. Changes in the theme, style or character of an establishment, alone, shall not constitute a substantial change. No fee shall be charged for this process. The licensee is responsible for compliance with this section within fourteen (14) days of the change of information or circumstances.

(b) Variance from or failure to comply with an approved plan of operation or obtain approval of a substantial change in operations of a licensed establishment is a violation of this article and may result in the city objecting to the renewal or recommending revocation of the license, or other action.

Sec. 8-38. – Transfers of existing on-premises licenses.

(a) The city council has determined that profiteering by on-premises liquor licensees is contrary to the best interests of the city. Accordingly, to prevent profiteering, to the full extent authorized by law, the city council shall not approve the transfer of an on-premises liquor license issued as a new license under this chapter within three (3) years of the date of the original issuance of the license except that the city council may, but is not required to, waive this restriction in the following circumstances:

(1) If the licensee is a natural person, he or she dies or becomes incapacitated.

(2) If the licensee is a business entity (e.g., limited liability company, corporation, partnership), the majority interest holder or owner dies or becomes incapacitate, or the business entity dissolves for reasons other than to transfer the license.

(3) The licensee and the proposed transferee establish that the transfer shall not result in profiteering.

(4) The application of this section will subject the licensee to financial hardship due to no fault of its own, such as a change in the business climate, illness or death, labor or supply problems, and/or other factors outside the licensee's control.

(b) The transfer of any existing on-premises liquor license into, within, out of the city or to a different owner(s) shall require approval of the city council. An applicant for approval of a license transfer and the use and occupancy of such a license shall:

(1) Submit an application with all of the information required under Section 8-36(b) above for a new on-premises liquor license, including a plan of operation;

(2) Pay the applicable fees.

(3) Furnish any necessary authorization allowing the city access to any and all files which may be in the Michigan Liquor Control Commission's possession regarding the transferee as a present licensee, or as a previous licensee, or in which transferee has or has had a partial interest in.

(c) In reviewing an application for license transfer, the city council may consider the criteria listed in Section 8-36(f).

(d) Requests for approvals of transfers of licenses shall be approved or denied in the sole discretion of the city council.

(e) Transfers that involve the following circumstances may be placed on a city council agenda for consideration, without payment of a fee and without the necessity of furnishing the information required for new licenses:

(1) The exchange of the assets of a licensed sole proprietorship, licensed general partnership, or licensed limited partnership for all outstanding shares of stock in a corporation in which the sole proprietor, all members of the general partnership, or all members of the limited partnership are the only stockholders of that corporation.

(2) The removal of a member of a firm, a stockholder, a member of a general partnership or limited partnership, or association of licensees from a license.

(3) The occurrence of any of the following events: i) a corporate stock split, ii) issuing previously unissued stock shares to an existing shareholder, iii) redemption of stock shares by a licensed corporation; and iv) a public offering of stock.

(f) Existing permits ancillary to liquor licenses are transferred with the liquor license unless cancelled in writing. Transferees must present plans regarding the operation they intend to conduct using a permit.

Sec. 8-39. – Objections to renewal and requests for revocation.

(a) *Generally.* The city council may, at any time, review a license and object to a renewal or request the revocation of a liquor license with the MLCC.

(b) *Procedure.* Before filing an objection to the renewal or requesting revocation of a license with the MLCC, the city shall serve the licensee a notice of hearing, by first class mail, mailed not less than ten (10) days prior to the hearing, which shall contain the following information:

(1) Reason(s) for the hearing and proposed action.

(2) Date, time and place of the hearing.

(3) A statement that the licensee may present evidence and testimony, and may confront witnesses and may be represented by a licensed attorney.

(c) *Hearing and final decision.* The hearing may be conducted by city council as a whole, or by a hearing officer appointed by the city council for such purposes. If a hearing officer is appointed, it shall be the officer's duty to conduct the hearing and hear and take evidence and testimony. After the hearing, the hearing officer shall make a recommendation to the city council for its ultimate final review and decision. The city council shall submit to the licensee and the MLCC, a written statement of its ultimate findings and determination.

(d) *Criteria for non-renewal or revocation.* The city council may recommend non-renewal or request revocation of a license upon a determination by it that, based upon a preponderance of the evidence presented at a hearing, any of the following exists:

(1) A violation of any section of this chapter, the Act, or the rules and regulations of the MLCC, including sales of alcoholic liquor to minors.

(2) A violation of any applicable building, electrical, mechanical, plumbing or fire code; applicable zoning regulations; applicable public health regulations; applicable rules and regulations of the county health department; or any other applicable city code provision.

(3) Maintenance of a nuisance on the premises.

(4) A license being or remaining unused or inactive for one (1) year after being issued without further approval from the city council.

(5) A license being placed in and remaining in escrow for five (5) years or more.

(6) A material change in those conditions, statements or representations contained in the written application by the licensee, including a plan of operation, upon which the city council based its recommendation for approval, when, in the judgment of the city council, that change is found to be contrary to the best interest of the city and/or its residents.

(7) A licensee has been convicted of a violation of any federal or state law concerning the manufacture, possession or sale of alcoholic liquor or a controlled substance.

(8) The premises does not, or will not reasonably soon, have adequate off-street parking, lighting, refuse disposal facilities, screening, noise or nuisance control where a nuisance does or will exist.

(9) Non-payment of taxes relating to the premises related to the license.

(10) Other factors negatively impacting the general health, safety and welfare of the community and the public.

Sec. 8-40. – Fees.

Each applicant for a new on-premises license or license transfer shall pay a nonrefundable application investigation fee in an amount set by city council resolution. Such fee will be in addition to any fee(s) required by the MLCC.

Sec 8-41. – Nudity.

No person, while appearing in a state of public nudity as defined in Section 5h of Act 279 of 1909, being MCL 117.5h, shall frequent, loiter, work for or perform in any establishment licensed or

subject to licensing by the state liquor control commission. No proprietor or operator of any such establishment shall allow the presence in such establishment of any person who violates the provisions of this section.

Sec. 8-42 through 8-69. Reserved.

PART II. Severability. Should any division, section, subsection, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

PART III. Savings Clause. The amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance does not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendment of the City of South Lyon Code of Ordinances set forth in this Ordinance.

PART IV. Repealer. All other Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

PART V. Effective Date; Publication. This ordinance shall take effect upon the later of ten (10) days after adoption or upon publication thereof as provided by the Charter of the City of South Lyon.

Made, passed and adopted by the South Lyon City Council this 14 day of May, 2018.

Daniel L. Pelchat, Mayor

Lisa Deaton, City Clerk

Certificate of Adoption

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted at the regular meeting of the South Lyon City Council held on the 14 day of May, 2018.

Lisa Deaton, City Clerk

Adopted: 5/14/18
Published: 5/24/18
Effective: 5/24/18

SOUTH LYON POLICE DEPARTMENT

219 Whipple
South Lyon, Michigan 48178
Ph: (248)437-1773 / Fax: (248)437-0459
Lloyd T. Collins
Chief of Police

PARADE / DEMONSTRATION/EVENT APPLICATION

Date Application Submitted: 8-3-18 Requested Date of Event: 9-8-18

Applicant / Contact's Name: Scott Smith PH #: 248-[redacted]

Applicant Address: 9734 Silverside Dr., South Lyon, MI 48178

Name of Event(s): Witch's Hat Run

Business / Organizations Name (if Applicable): South Lyon High School Boys Cross Country

Bus. Ph#: 248-573-8150 Bus. Address: 1000 N. Lafayette, South Lyon

President /CEO (**Responsible for Event**): Scott Smith Direct Ph#: 248-[redacted]

Event START Time: Registration 8 AM Race 9:30 AM a.m. / p.m. Event END Time: off Roads 10:30 Awards Sat 11:30 AM a.m. / p.m

Approximate Number of PERSONS: 400 Organization Names: Runners and Walkers

Approximate Number of VEHICLES: 4 Types of Vehicles: 2 cars, 2 bikes

Approximate Number of ANIMALS: 0 SPECIFIC Animals:

Amount of space to be maintained between and /all units in Parade: First runner will finish at 16:00 Last runner will end at 45:00 From the start of the 9:30 Race

Route to be traveled (**Include Street Names and Turning Directions**) or area to be utilized:

There is only a Fun Run (on school grounds) and a 5K Run on Sat., Sept 8. There is NO 10k or Half Marathon. The new course starts on the northeast driveway of SLHS and turns south (away from 11 mile). It takes the bike path to Pete's Tru Value, turns left onto Mill St, turns right on Kestral Ridge, turns left on Eagle Hts Dr., turns left on the sidewalk that borders 11 Mile Rd, turns left on the bike path, and turns right on the bike path to finish at SLHS

Scott Smith
Applicant's SIGNATURE

Scott Smith
Responsible Party's SIGNATURE

APPROVED [✓] DENIED [ ]

Chief Lloyd T. Collins
Lloyd T. Collins, Chief of Police 08/07/18

CERTIFICATE OF INSURANCE

Producer

SET SEG
415 W. Kalamazoo Street
Lansing, MI 48933

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

Insured

South Lyon Community Schools
345 S Warren
South Lyon, MI 48178-1358

A MASB-SEG Property/Casualty Pool, Inc.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	**GENERAL LIABILITY** [X] Comprehensive Form [X] Premises/Operations [X] Incidental Medical Malpractice Coverage [X] Products/Completed Operations [X] Contractual [X] Independent Contractors [X] Broad Form Property Damage [X] Personal Injury	PC 0000474	7/1/17	7/1/18	BI & PD COMBINED OCCURRENCE BI & PD COMBINED AGGREGATE PERSONAL INJURY OCCURRENCE PERSONAL INJURY AGGREGATE	$1,000,000 N/A $1,000,000 N/A

DESCRIPTION The City of South Lyon, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers are hereby added as additional insureds but only as respects to the activities performed by or on behalf of the named Insured as it represents the District's Witch's Hat Run September 8, 2018.

CERTIFICATE HOLDER

City of South Lyon
325 South Warren
South Lyon, MI 48178

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Deana Coolidge

Deana Coolidge
PROPERTY/CASUALTY DEPARTMENT

Date May 2, 2018

South Lyon Community Schools
345 South Warren • South Lyon, Michigan • 48178

Where Teaching and Learning Come Together

Event Name: Witch's Hat Run (09/08/2018)
Event Name: Pumpkinfest Run (09/29/2018)

To Whom It May Concern:

To the fullest extent permitted by law, South Lyon Community Schools agrees to defend, pay on behalf of, indemnify, and hold harmless the City of South Lyon, its elected and appointed officials, employees and volunteers, and others working on behalf of the City of South Lyon against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of South Lyon by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with these events.

Sincerely,

Amy Dagenhardt

Amy Dagenhardt
Asst. Supt. For Business and Finance

5/1/18

Date 05/01/2018

Lloyd Collins

From: SCOTT SMITH <smiths@slcs.us>
Sent: Thursday, August 02, 2018 4:01 PM
To: Lloyd Collins
Subject: Witch's Hat Run

Dear Chief,

I'm turning in a parade permit today for the Witch's Hat Run.

It is a simplified event and course for 2018. There is a Fun Run on the SLHS track and a 5K that starts and stops at SLHS.

There is no 10K and there is no Half Marathon. I moved the Half Marathon to Sunday at Island Lake Recreation Area.

We do not need to block Eleven Mile Rd. or Martindale with the simplified path.

Please let me know if you have any questions after you view the 2018 Parade Permit.

I hope you're doing well.

Scott

--
Scott Smith
South Lyon Community Schools
English Teacher
Cross Country Coach
Track & Field Coach