

**AGENDA**  
**CITY OF GROSSE POINTE PARK**  
**SPECIAL MEETING NOTICE:**  
**TAX INCREMENT FINANCE AUTHORITY MEETING**  
**July 15<sup>th</sup>, 2020 6pm**

**SPECIAL NOTICE:** To continue to minimize the spread of COVID-19, this meeting will be held electronically via the Zoom application. See instructions below for how to join the meeting and guidelines for meeting conduct.

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
- IV. Status of Public Works Building
- V. Social District Support
- VI. Parking Improvements
  - Kercheval
  - Charlevoix
- VII. COVID-19 Business Support
- VIII. New/Old Business
- IX. Public Comment
- X. Adjournment

**ZOOM MEETING AND TELECONFERENCE INFORMATION**

- Go to [zoom.us](https://zoom.us)
- Meeting ID: 829 5124 9152
- Password: 594613

Dial In Information

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 829 5124 9152

Password: 594613

Michigan Relay is a communications system that allows hearing persons and deaf, hard of hearing, or speech-impaired persons to communicate by telephone. Users may reach Michigan Relay by dialing 7-1-1 and then connection with Zoom conference number above. There is no additional charge to use this service. Please contact [smithl@grossepointepark.org](mailto:smithl@grossepointepark.org) with any other requests for accommodations.

### **How to Submit Public Comment**

There will be two options for how to submit a public comment for this meeting: calling into the meeting or written comment. There will be one public comment at the end of the meeting. Spoken comments will be limited to three minutes. Written comments will be limited to 250 words.

Members of the public wishing to make a comment via phone will need to dial in to the phone number listed on the public notice. All spoken comments through the phone will be limited to three minutes. The provided meeting guidelines outline the process for teleconferencing comments that will be followed during the meeting.

Written comments can be submitted directly to [smithl@grossepointepark.org](mailto:smithl@grossepointepark.org). Written submissions need to be 250 words or less and be submitted by 12pm on Wednesday, July 15<sup>th</sup>.

### **Guidelines for Public Participants**

1. All meeting materials and meeting information is available on the City website at [www.grossepointepark.org](http://www.grossepointepark.org)
2. The meeting will start promptly at the time listed on the meeting notice. **Public participants will be permitted to join the meeting five minutes before the meeting is scheduled to start.**
3. When you are ready to join the meeting, please make sure your line is muted to decrease background noise. Public participant lines have to remain muted until the public comment portion of the meeting.
4. If you decide you want to make a public comment at any point during the meeting, we will ask you to virtually utilize the raise hand function on the phone. To raise your hand, press \*9 on your phone keypad. You will be added to the queue list. **Please note that all public participants are only allowed one three-minute public comment. Indicating you have a public comment numerous times will not give you additional time to speak.**
5. **When the public comment period begins,** the Director will review the process for public comments. After the process is reviewed, the Director will call on a Staff member to read any public comments that were submitted via written statement. When those are completed, the Director will call for any spoken public comment. A staff member will call on public participants by the last four digits of their phone number. Public participants will be called in the order they were

added to the queue list. Public participants who do not respond within ten seconds of their phone number being called will be skipped and the next person in line will be called on. All public comments shall not exceed three minutes and the meeting host will inform you when your three minutes is up. This method will continue until all public participants have had the opportunity to comment.

6. Once the public comment period is done, the Chair will end the meeting.

**Hosts will have the ability to and will remove participants from the meeting if they breach the peace in such a way that disrupts or interferes with the meeting.**

**TAX INCREMENT FINANCE AUTHORITY**

**MINUTES**

March 4, 2020

6:00 p.m.

**CALL TO ORDER**

A meeting of the Grosse Pointe Park Tax Increment Finance Authority was called to order by Chair James Odell.

**ROLL CALL**

Present: James Odell, Patrick Mann, James DePuys, Thomas MacDonald, Sonny Mio, Curt Ralstrom

Also: Dale Krajniak, Administrative Director and Nick Sizeland, City Manager

Excused: Randy Cousineau, Adi Kokoshi, Joe Tompkins

**MINUTES**

Moved by Thomas MacDonald, supported by James Odell, to approve the minutes of the November 26, 2019 meeting.

Ayes: All

Nays: None

**AMENDED DEVELOPMENT PLAN**

The Amended Development Plan was presented to members of the Board. Administrative Director indicated plan currently allows for public facilities and the borrowing of funds for up to 20 years. He indicated the amendment includes limiting the term of indebtedness to a maximum of 15 years and reflect, as a public facility, the intent to provide for the construction of the Public Works facility which the City Council approved 6-0 at their December 9, 2019 meeting.

Amended Development Plan to reflect the acquisition of the former office building at Mack Avenue and Wayburn for the Department of Public Works. New building will be an enhancement for the district and greatly improve aesthetics upon Mack and create a positive presence and improve foot traffic for the immediate businesses and restaurants. Amendment also to include allocation of future budget(s) on fund debt retirement of issued bonds.

**REVIEW AMENDED BY-LAW UPDATES**

Moved by Sonny Mio, supported by Thomas MacDonald, to accept and submit amended by-laws to City Council for approval. By-laws include but not limited to covering powers/authority of TIFA members, goals, officers, need for meetings & special meetings. Also noted there would be two informational meetings a year which may be combined with other meeting types as long as proper notice is posted.

Ayes: All

Nays: None

**APPROVAL OF NOTICE AND PROCEDURES**

Moved by Sonny Mio, supported by Thomas MacDonald to approve and submit to City Council notice and procedures to track Open Meetings Act regarding the conduct of regular, special and informational meetings.

Ayes: All

Nays: None

**PUBLIC WORKS ARCHITECTUAL SERVICES PROPOSAL**

Moved by James DePuys, supported by Thomas MacDonald to accept the Stucky-Vitale Architects proposal for professional architectural services to include the design, detailed document preparation of architectural and civil engineering services, undertake all necessary building and construction schematics and administrative oversight of the construction phase not to exceed price of \$104,000. This work to include coordination with city building department and presentation to city planning commission. Estimates were received from the following companies: OHM, Stantec, Spicer Group and Stucky-Vitale Architects. Director Dale Krajniak noted each of the firms submitting proposals were very qualified to undertake the required work. Stucky-Vitale Architects offered the most competitive pricing of approximately \$104,000 as the other proposals ranged in excess of \$120,000. The proposal will include the following phases; Phase 1 – Programming & Schematic Design, Phase 2 Construction Document Preparation, Project Competitive Bidding and Building Contractor selection, and Phase 3 – Construction & Administrative Phase.

Ayes: All

Nays: None

**NEW/OLD BUSINESS**

Director Dale Krajniak asked Board to review and gain input for the various commercial areas to begin the development of the budget for future projects for 2021. James DePuys indicated he would review Mack Avenue opportunities and discuss with fellow merchants. Sonny Mio & Thomas MacDonald will review and provide input for Charlevoix. while Joe Tompkins, Randy Cousineau and Adi Kokoshi will focus on Kercheval Ave. Patrick Mann and Curt Ralstrom will focus upon the residential areas.

**CLOSED SESSION – REAL ESTATE**

Moved by Sonny Mio, supported by Thomas MacDonald to recess to closed door session for the purpose of discussing real estate.

Ayes: All

Nays: None

**NEXT MEETING:** To be determined, following Master Plan updates as provided by legal counsel.

**ADJOURNMENT**

Moved by Thomas MacDonald, supported by Sonny Mio to Adjourn.

Ayes: All

Nays: None

**TAX INCREMENT FINANCE AUTHORITY  
SPECIAL MEETING  
March 12, 2020  
5:00 p.m.**

**CALL TO ORDER**

A meeting of the Grosse Pointe Park Tax Increment Finance Authority was called to order by Administrative Director Dale Krajniak.

**ROLL CALL**

Present: Randy Cousineau, James DePuys, John Hughes, Adi Kokoshi, Thomas MacDonald, Patrick Mann, Sonny Mio

Also: Dale Krajniak, Administrative Director, Dennis Levasseur, City Attorney

Excused: James Odell, Joe Tompkins, Curt Ralstrom

**RESOLUTION APPROVING AMENDMENTS TO DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN FOR FORWARDING TO THE CITY COUNCIL FOR PUBLIC HEARING AND APPROVAL**

Moved by Randy Cousineau, supported by John Hughes to approve the resolution as provided by legal counsel to amend the Development Plan and Tax Increment Financing Plan for forwarding to the City Council consideration, public hearing and acceptance.

Ayes: All

Nays: None

**RESOLUTION AUTHORIZING ACTIONS PURSUANT TO THE REVISED MUNICIPAL FINANCE ACT TO ALLOW THE ISSUANCE OF TAX-EXEMPT BONDS FOR COUNCIL CONSIDERATION**

Moved by Vice Chair Patrick Mann, supported by Randy Cousineau to approve the resolution authorizing actions pursuant to the revised municipal finance act to allow the issuance of tax-exempt bonds for council consideration.

Ayes: All

Nays: None

**NEXT MEETING:** To be determined.

**ADJOURNMENT**

Moved by Sonny Mio, supported by James DePuys to Adjourn.

Ayes: All

Nays: None

NORTHWEST TAX INCREMENT FINANCE AUTHORITY OF THE  
CITY OF GROSSE POINTE PARK  
SPECIAL MEETING  
May 11<sup>th</sup>, 2020  
4:00pm

**CALL TO ORDER**

A meeting of the Grosse Pointe Park Northwest Tax Increment Finance Authority (“TIFA”) was called to order by Director Dale Krajniak

**ROLL CALL**

Present: James Odell, Joe Tompkins, Sonny Mio, John Hughes, Adi Kokoshi, Patrick Mann, Randy Cousineau, Thomas MacDonald.

Also Present: Dale Krajniak, Administrative Director; Dennis Levasseur, TIFA Attorney; Nick Sizeland, City Manager; and Leah Smith, Assistant to the City Manager

Excused Absences: James Depuys and Curt Ralstrom.

Before the budget was presented, TIFA Attorney Levasseur presented a brief of summary of why the special meeting was called including a brief summary of the applicable Michigan statutes, namely the Recodified Tax Increment Finance Act.

**APPROVAL OF THE TIFA 2020-2021 BUDGET**

Director Krajniak presented the proposed 2020-2021 budget for approval and consideration. The total proposed budget is \$1,316,500 allocated between the following line items:

- Legal Services: \$45,000
- Financial/Administrative: \$70,000
- Direct Business Support: \$36,000
- Supplies: \$10,000
- Residential Improvements: \$450,000
- Commercial Improvements: \$305,500 of which \$175,000 is set aside for parking improvements.
- Debt Retirement: \$325,000

Director Krajniak also stated that himself, the TIFA Attorney, and City Administration are currently looking into additional ways to utilize TIFA funds to support businesses impacted by COVID-19.

Board Member Tompkins requested clarification on the \$325,000 within the proposed budget and asked for verification that it was the same amount approved at the previous TIFA meeting. TIFA Attorney Levasseur stated that it was.

Board Member Tompkins inquired if the \$175,000 set aside for parking improvements was the total amount needed to tear down the city owned buildings and pave the parking lots. Director Krajniak stated that in addition to the \$175,000, there is also an additional \$92,000 available for additional parking improvement costs.

Director Krajniak stated that the Board could decide to amend the budget at a later time if necessary.

Board Member Hughes inquired on if there is any expectation that the funds that are recaptured will be

changed or decreased due to loss of revenues from COVID-19. Director Krajniak stated that because of the Hedley amendment and the increases the District has seen in the previous three years, a loss of revenues is not anticipated.

Motion by Board Member Tompkins, seconded by Board Member Hughes, to recommend the budget as presented for approval to the City Council.

AYES: Board Members Tompkins, Mio, Hughes, Kokoshi, Mann, Cousineau, MacDonald and Chair Odell.

NAYS: None

EXCUSED: Board Members Depuys and Ralstrom.

Before public comment, Attorney Levasseur stated that himself, Director Krajniak and City Manager Sizeland were continuing to work together to find additional legal ways the TIFA could continue to support businesses. Attorney Levasseur proposed creation of an ad hoc advisory committee to assist with discussions pertaining to COVID-19 assistance and recover similar to the ad hoc advisory committee created by the Downtown Development Authority.

Chairman Odell agreed and asked for volunteers to sit on the ad hoc advisory committee. The ad hoc advisory committee members include Board Members Tompkins, Kokoshi, and Chairman Odell.

#### **PUBLIC COMMENT**

Four members of the public made public comment.

With no further business, Chairman Odell adjourned the meeting.





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

### **Social District Permit Information For Local Governmental Units**

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. The commons area is not considered part of the licensed premises for any of the licensees that hold a Social District Permit.

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

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

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

*"Qualified licensee" means any of the following:*

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

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

[https://www.michigan.gov/documents/lara/liclist\\_639292\\_7.xlsx](https://www.michigan.gov/documents/lara/liclist_639292_7.xlsx)

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

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

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

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### **Filing the Designation of a Social District with the MLCC**

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

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

Submit the items above to:

By Mail: Michigan Liquor Control Commission - P.O. Box 30005 - Lansing, MI 48933  
By Fax: (517) 763-0059      By Email: [mlccrecords@michigan.gov](mailto:mlccrecords@michigan.gov)

# City of Grosse Pointe Park

## Social District

### Operations and Maintenance Plan



July 13th, 2020

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## **INTRODUCTION**

On Thursday, July 2, 2020, Governor Whitmer signed into law two bills (House Bills No. 5781 and No. 5811) that allows for the sale of cocktails-to-go and alcohol consumption in established Social Districts. Local governmental units now have the authority to establish commons areas within Social Districts that multiple on-premises licensees can use to increase sales via permit until December 2024.

### **What is a Social District?**

A Social District is a district created by the governing body of a Local Government. A Social District is defined as an area within the Local Government's boundaries where consumers would be able to drink beer, wine, or spirits in a designated commons area outside the walls or patio spaces of licensed establishments. A Social District is not a taxing entity and is overseen by the Michigan Liquor Control Commission.

### **What is the difference between a Social District and Commons Area?**

A Social District is the entire area designated by the Local Government, which includes the commons area within the Social District. Establishment of a Social District does not mean consumers can drink alcoholic beverages throughout the entire district. Consumption of alcoholic beverages outdoors can only be done in the designated commons area. The Michigan Liquor Control Commission defines a Commons Area as an area within the established Social District that is clearly designated and marked by the Local Government that is shared by and contiguous to the premises of at least two other qualified licensees. Social Districts can include more than one commons area.

### **What is a Qualified Licensee?**

The words "qualified licensee" shall mean any of the following: (i) a retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises; (ii) a manufacturer within an on-premises tasting room permit issued under Section 536 of 1998 PA 58; (iii) a manufacturer with an off-premises tasting room license issued under Section 536 of 1998 PA 58; and (iv) a manufacturer that holds a joint off-premises tasting room license issued under Section 536 of 1998 PA 58.

### **Differences between City and Business Owner Process**

Per Michigan House Bill 5781, Local Governments are responsible for the creation, maintenance, operation, and signage throughout the Social District. Creation of a Social District does not give local businesses permission to serve to-go alcoholic drinks automatically. Businesses need to go through a separate process with the Michigan Liquor Control Commission and obtain a Social District Permit which allows them to serve to go beverages within the commons area(s).

### **Purpose of this Plan**

This plan is in-place to comply with requirements outlined in House Bill 5781 and required by the Michigan Liquor Control Commission. This plan can change at anytime per the discretion of City Council and City Administration. This plan includes steps that the City will take to maintain and operate the Social District and commons areas to maintain consumer and resident safety.

### **District Boundaries and Commons Area**

On Kercheval Avenue, the boundaries of the Social District shall be on Kercheval Avenue from the border of the City of Detroit between Alter Road and Wayburn Street to Nottingham Street on both the north and south sides of Kercheval Avenue and continuing on Charlevoix Avenue, from the border of the City of Detroit between Alter Road and Wayburn Street on the north side of Charlevoix Avenue to the west side of Nottingham Street.

The Kercheval commons area shall be from the east side of Wayburn Street to the half way point between Beaconsfield and Nottingham Streets.

The Charlevoix commons area shall be on the north side only of Charlevoix Avenue from the boundary of the City of Detroit to Beaconsfield Street and on the south side of Charlevoix from Beaconsfield Street to Lakepointe Street.

### **OPERATIONS PLAN**

The operations of the Grosse Pointe Park Social District will be overseen by the City Manager after consultation with the Director of Public Safety with assistance from the Northwest Tax Increment Finance Authority (TIFA) Board and other City Departments as necessary. The Grosse Pointe Social District is solely in place to support local business owners and has no regulatory or taxing authority. The City of Grosse Pointe Park will provide any supporting documentation that local businesses need for their social district permit applications to the Michigan Liquor Control Commission.

The Grosse Pointe Social District Commons Area hours of operation are as followed:

- 5pm – 10pm Sunday through Thursday
- 5pm – 11pm Friday and Saturday

The Commons Area will be closed on the following US Holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve, and Christmas.

The City will provide signage throughout the district that clearly marks the boundaries of the entire Social District and Commons Areas. Additionally, Commons Areas hours of operation signs will also be placed at the boundary line North, South, East, and West. Public Safety Officers will be utilized to enforce the hours of operations and commons areas boundaries when necessary and appropriate.

The City will also have a dedicated section of its website that will include a copy of this plan, hours of operations, maps showcasing boundaries and participating businesses. All of the City

communication channels will be utilized to notify consumers when the Social District and/or commons areas are closed for maintenance or for the holidays stated above.

### **MAINTENANCE PLAN**

The City, under regulation established by the City Manager and the Director of Public Safety, shall maintain the commons area in a manner that protects the health and safety of the public.

Due to the location of the Social District, sidewalk and street repairs/maintenance throughout the District will follow the schedule the City already has in place. Any significant safety concerns will be addressed by the Public Works Department on an as needed basis.

Other services, including landscaping and snow removal, will continue to be provided by City departments as normal.

The City will ensure that all signage remains in good condition and will replace weathered signs as needed utilizing Tax Increment Finance Authority funds.

### **Revocation of Designation**

The City Council may revoke the designation of a commons area if it determines that the commons area threatens the health, safety, and welfare of the public or has become a nuisance.

Before revoking the designation of a commons area, the City Council shall give notice as required under the Open Meeting Act, MCL§15.761 et seq.

The City shall file the revocation of the designation with the Michigan Liquor Control Commission.

### **Requirements of Permit Holders**

A qualified licensee whose licensed premises is shared by and contiguous to a commons area in a Social District designated hereunder shall obtain from the Michigan Liquor Control Commission an annual social district permit.

The holder of a social district permit issued by the Michigan Liquor Control Commission may sell alcoholic liquor for consumption within the confines of a commons area if both of the following requirements are met:

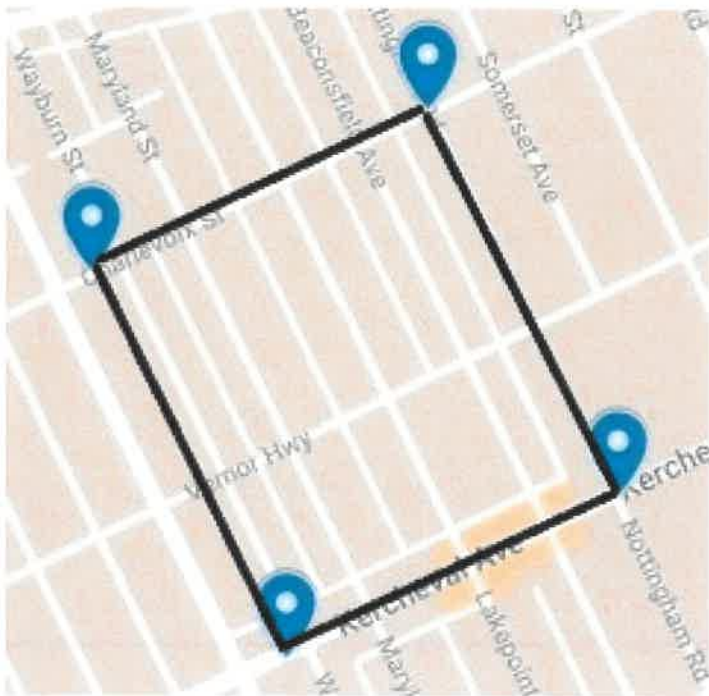
The holder of a social district permit only sells and serves alcoholic liquor on the holder's licensed premises.

The holder of a Social District permit only serves alcoholic liquor to be consumed in the commons area in a container to which all of the following shall apply: (i) the container prominently displays the social district permittee's trade name or logo or some other mark that is unique to the Social District permittee's on-premises license; (ii) the container prominently displays a logo or some other mark that is unique to the commons area; (iii) the container is not glass; and (iv) the container has a liquid capacity that does not exceed 16 ounces.

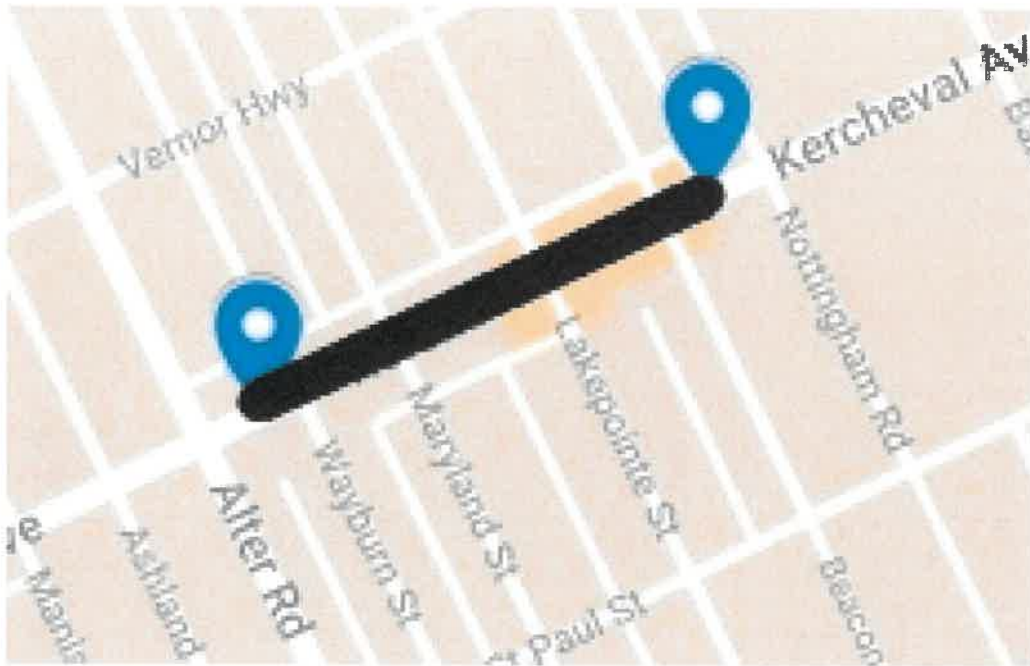
A purchaser may remove a container of alcoholic liquor sold by the holder of a Social District permit from the Social District permittee's licensed premises if both of the following conditions are met: (i) the purchaser does not remove the container from the commons area and (ii) while possessing the container, the purchaser does not enter the licensed premises of a Social District permittee other than the Social District permittee from which the purchaser purchased the container.

The consumption of alcoholic liquor in the commons area as allowed herein may only occur during the legal hours of the sale of alcoholic liquor of the social district permittee.

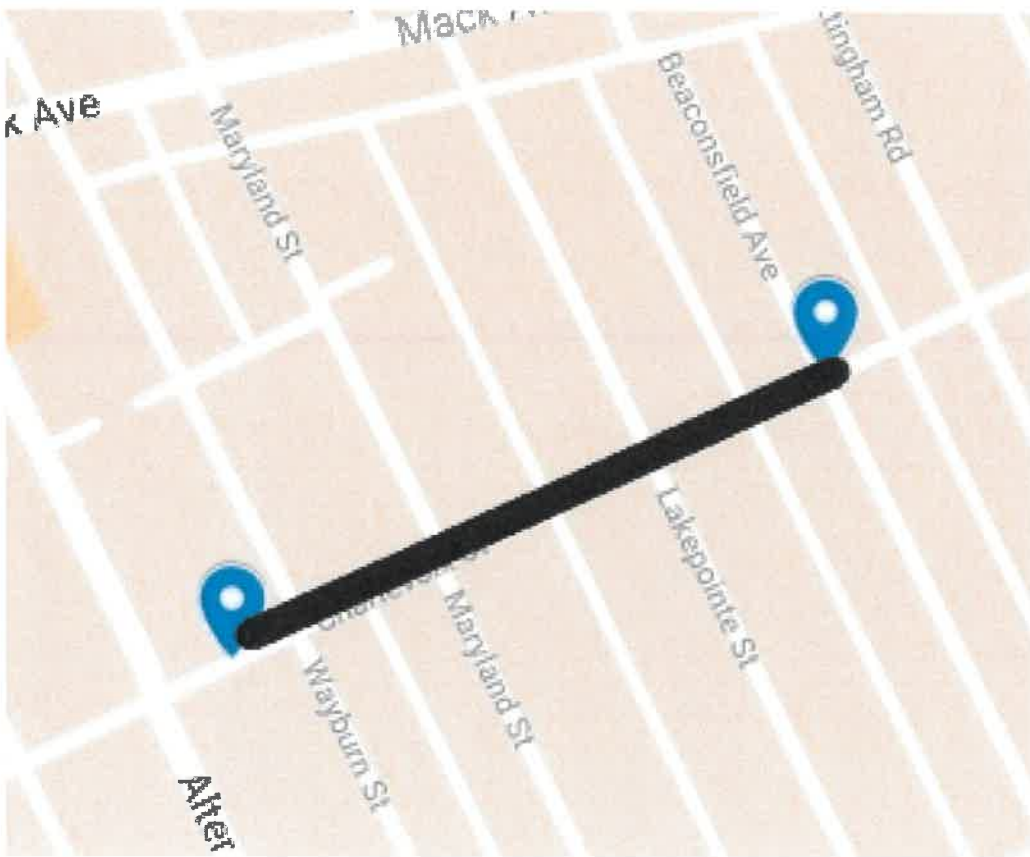
### Social District Boundary Map



### Kercheval Commons Area Boundary Map



**Charlevoix Commons Area Boundary Map**







## Social District Permit Information

### Local Governmental Approval Required Before You Apply



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

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

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

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

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

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

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

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

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

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

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor. A licensee shall not allow alcoholic liquor purchased from another licensee to be brought onto its licensed premises.

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

Qualified licensees for Social District Permits are:

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



### Social District Permit Application

#### Part 1 - Licensee Information

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

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

#### Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <i>Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)</i>	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036)  <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	<b>TOTAL DUE:</b> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div> Make checks payable to <b>State of Michigan</b>

*Leave Blank - MLCC Use Only*

#### Part 3 - Signature of Licensee

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

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

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

\_\_\_\_\_

Print Name of Licensee & Title
Signature of Licensee
Date

Please return this completed form and fees to:  
 Michigan Liquor Control Commission  
 Mailing address: P.O. Box 30005, Lansing, MI 48909  
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933  
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906  
 Fax with Credit Card Authorization to: 517-284-8557



### Local Governmental Unit Approval For Social District Permit

**Instructions for Governing Body of Local Governmental Unit:**

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

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

called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
(date) (time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

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

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

Michigan Liquor Control Commission.

If not recommended, state the reason: \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

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

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

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

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



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

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

**Credit Card Authorization Form**

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

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

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

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

Name: \_\_\_\_\_

Transaction Amount: \_\_\_\_\_

Address: \_\_\_\_\_

Card Number: \_\_\_\_\_

City: \_\_\_\_\_

Check One:

MasterCard

Visa

Discover

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Security Code/CVV Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Applicant/Licensee Name: \_\_\_\_\_

Request or Business ID #: \_\_\_\_\_

Payment is for: \_\_\_\_\_

Signature \_\_\_\_\_

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

**Credit Card Payment Itemization:**

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

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

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

# City of Grosse Pointe Park

15115 EAST JEFFERSON AVENUE □ GROSSE POINTE PARK, MICHIGAN 48230 □  
PHONE (313) 822-6200

## City of Grosse Pointe Park TIFA COVID-19 Operational Assistance

The City of Grosse Pointe Park TIFA has \$50,000 available for operational assistance to assist businesses impacted by COVID-19. Funding is available for local businesses within the TIFA area which includes the Kercheval Business District, Charlevoix Business District, and Mack Ave. Funding can be utilized on the following items:

- Parklet materials/construction
- Additional tables and chairs for expansion outside (either onto the sidewalk or onto a parklet)
- Umbrellas
- Other expenses as determined (these expenses should be related to reopening and/or expanding outside only)

Local Businesses that are interested in receiving funding must submit a letter of interest to [TIFA@grossepointepark.org](mailto:TIFA@grossepointepark.org). The letter of interest needs to describe what the business is requesting assistance for and also needs to include a project budget. **Any local businesses requesting funding for a parklet or expansion outdoors needs to have a current Expanded Outdoor Footprint and/or Outdoor Dining permit from the City.** The permit can be applied for at the same time as the funding.

All applicants who are given funding will need to sign a funding agreement and agree to the terms and conditions outlined by the City. All funded applicants will be given \$3,500 for the project outlined in their application, with half (\$1,750) of the total funds provided by the TIFA at the beginning of the project. The rest of the money will be given once the project is completed and supporting documentation is provided to the City. An applicant will only be reimbursed for the \$3,500 even if their project ends up costing more.

Additional questions can be sent to:

Nick Sizeland, TIFA Director/City Manager, [sizelandn@grossepointepark.org](mailto:sizelandn@grossepointepark.org); 313-822-6200

Leah Smith, Assistant to the City Manager, [smithl@grossepointepark.org](mailto:smithl@grossepointepark.org); 313-822-1183

# City of Grosse Pointe Park

15115 EAST JEFFERSON AVENUE □ GROSSE POINTE PARK, MICHIGAN 48230  
PHONE (313) 822-6200

## City of Grosse Pointe Park TIFA COVID-19 Operational Assistance Funding Agreement

Business Name:

Contact Name:

Contact Email/Phone Number:

Award Amount:

Payment 1 Amount:

Payment 2 Amount:

By signing this funding agreement, the signer agrees to the following terms

- Funding provided by the TIFA can only be used for the following items:
  - o (Parklet, Tables, Chairs, Umbrellas, Fencing)Any additional items will be the sole responsibility of the business unless the changes are discussed with and approved by the TIFA Director before the purchases are made.
- All receipts/proof of payment and any contracts for services need to be kept and included with request for final payment. Failure to provide this documentation may result in a delay of releasing funds.
- Purchases made before the funding was awarded may be reimbursed if the purchases were included in the project description and sufficient supporting documentation can be provided for such expenses.
- All projects need to be completed and closed out by September 30<sup>th</sup>, 2020. Requests for additional time will not be granted.
- It is the sole responsibility of the business to make sure they submit all of their outstanding documentation within a reasonable time. The TIFA is not responsible for making sure grantees request reimbursement.

Contact Name Signature \_\_\_\_\_ Date \_\_\_\_\_

TIFA Director Signature \_\_\_\_\_ Date \_\_\_\_\_